



**MINUTES
ORDINARY COUNCIL MEETING**

27 JUNE 2018

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Meeting of Council.

Signed:  Date **28 June 2018**
(CEO)

These minutes were confirmed at the Ordinary Council Meeting held on 25 July 2018.

Signed:
(Presiding Person at the meeting at which minutes were confirmed)

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Please note that meetings may be recorded for minute taking purposes.

ORDINARY COUNCIL MEETING MINUTES

27 JUNE 2018

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member President Ballard declared the meeting open at 7:03 pm.

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

Elected Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr T Wiese – Deputy Shire President

Cr C Ward

Cr N Walker

Cr P Schutz

Cr M Fisher

Cr C Bartron

Cr B Seale

Cr G Ballard

Staff

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr F Ludovico – Executive Manager Corporate & Community Services

Ms C Thompson – Executive Assistant

Leave of Absence

Nil

Apologies

Cr C Ward

Visitors

Ms D Hughes-Owen – Chair Arts Narrogin Inc.

Mr T Williams – Resident Narrogin

Mr M Traill – Narrogin Observer

Ms S Guy – Shire of Narrogin – Manager Leisure & Culture

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

Name	Item No	Interest	Nature
Cr Schutz	10.3.046	Impartiality	Board Member of the Regional Early Education Development Inc.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

7.04 pm – Public Question time commenced

Name – Mr Trevor Williams [Narrogin]

1. Public car park opposite Coles between Ensign and Gregory Streets

In relation to the recent upgrade of the public car park opposite Coles between Ensign and Gregory Streets, did Council give consideration to a) traffic flows in and out of the carpark in consideration of the one way traffic direction; and b) parking requirements for large vehicles such as trucks and buses and trailers and caravaners when marking parking bays for small vehicles only?

Summary of Response

The Shire President responded that the recent upgrade has provided an ambient and useful carpark. The upgrade has proved popular with Coles shoppers and it is now well utilised. Large vehicle parking is available on Earl Street and recreational vehicle parking is provided in the CBD near the Dryandra Country Visitors' Centre.

2. Visitor Information Bay on Williams Road

In relation to the Visitor Information Bay on Williams Road on the western side of town. Would Council please comment why the picnic furniture and water tap is no longer at the Visitor's Information Bay and why the advertising signs are out of date, if this is indeed a site that falls within the responsibility of the Shire?

Summary of Response

The Shire President responded that the Visitor Information Bay does fall within the responsibility of the Shire and its upgrade is on the agenda of the Townscape Committee who will make a recommendation to Council.

3. **Narrogin Regional Hospital Entrance Facade**

In relation to the newly constructed entrance of the Narrogin Regional Hospital. Why did they build an entrance that is not complementary to the architecture of the hospital and surrounding buildings?

Summary of Response

The Shire President responded that the architecturally designed modern entrance to the Narrogin Regional Hospital, is a project of the WA Country Health Service, and not a Shire initiative.

7:11 pm – The President declared Public Question Time closed and noted that no questions have been taken on notice.

6. **APPLICATIONS FOR LEAVE OF ABSENCE**

Cr Geoff Ballard advised Council that he will be away for the next Ordinary Council Meeting.

COUNCIL RESOLUTION 0618.053

Moved: Cr Schutz Seconded: Cr Bartron

That Council approve Cr G Ballard's request for leave of absence for the Ordinary Council Meeting of 25 July 2018.

CARRIED 8/0

7. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

7.1 **Ordinary Council Meeting**

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 0618.054

Moved: Cr Seale Seconded: Cr Wiese

That the minutes of the Ordinary Council Meeting held on 23 May 2018 be confirmed as an accurate record of the proceedings.

CARRIED 8/0

7.2 **Special Council Meeting**

Officers' Recommendation

That the minutes of the Special Meeting of Council held on 13 June 2018 be confirmed as an accurate record of the proceedings.

COUNCIL RESOLUTION 0618.055

Moved: Cr Seale Seconded: Cr Walker

That the minutes of the Special Meeting of Council held on 13 June 2018 be confirmed as an accurate record of the proceedings, subject to the following correction:

Page 5, that the words "Mr Richards" be changed to state "Mr Graham".

CARRIED 8/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

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10.1 DEVELOPMENT AND REGULATORY SERVICES

10.1.042 SHIRE OF CUBALLING DRAFT LOCAL PLANNING STRATEGY – PUBLIC COMMENTS

File Reference:	18.6.7
Disclosure of Interest:	Nil
Applicant:	Shire of Cuballing
Previous Item Nos:	Nil
Date:	12 June 2018
Author:	Azhar Awang – Executive Manager Development & Regulatory Services
Authorising Officer:	Dale Stewart – Chief Executive Officer

Attachments

Attachment 1 – Draft Shire of Cuballing's Draft Local Planning Strategy

Summary

Council's consideration is requested in regard to providing comments on the Draft Shire of Cuballing Local Planning Strategy.

Background

The Shire of received Narrogin has correspondence from the Shire of Cuballing seeking the Shire of Narrogin's comment on the Shire of Cuballing's draft Local Planning Strategy which is currently advertised for public comment. Submissions to the draft Local Planning Strategy are to be made on or before 28 June 2018.

The Local Planning Strategy is a document that sets out the long term planning direction for each local government taking into consideration the State and regional legislation and policies and how this is to be implemented in a local context.

The Shire of Cuballing, in its process of reviewing its Local Planning Scheme, is required to prepare a Local Planning Strategy which will assist them to plan for the future, outline its strategic visions, policies and the needs of its Community. The Local Planning Strategy is the long term direction for the development of their Shire for the next 10-15 years.

The attached Shire of Cuballing draft Local Planning Strategy outlines three main components in the document. These are:

The Local Profile – this covers aspects of the local population (demographics, land supply and housing), main settlement areas (town sites and rural living), infrastructure (water, wastewater, electricity, telecommunications, stormwater management, waste water), community infrastructure (health, education, recreation and community), transport infrastructure, economics and employment (agriculture, mining and basic raw materials, industry, tourism), environment and conservation (climate, topography, geology and mineral resources, waterways and groundwater resources, salinity, vegetation, wildlife), hazards (bushfire, flooding) and heritage (native title, Aboriginal heritage, historic heritage).

Strategic Directions – this section looks at how the Shire of Cuballing, through its Strategic Community Plan, develops the Council's visions for the Shire and how this vision is achieved through a number of objectives. One example of the Shire's key objectives is to *manage the district's growth by developing a long term land use planning strategy that contributes to the lifestyle enjoyed by residents*. This section analyses the key issues outlined under the section of local profile and develop strategies and actions to address these issues. From these analyses, a plan is developed providing a broad overview of intended land uses, major transport networks and key planning constraints which reflect a long term vision of the Shire.

Implementation – this section looks at the implementation of the strategy through the Local Planning Scheme which looks at the detail of the development at the local level incorporating the recommendation and strategies of the local planning strategy.

The draft Local Planning Strategy Plan shows a number of strategies which covers the district of the Shire of Cuballing and the strategies for the town sites of Cuballing and Popanyinning and surrounds.

Comment

The Shire of Cuballing's draft Local Planning Strategy under statutory requirement is required to be advertised for public submission and has been forwarded to the Shire of Narrogin for comment.

The document makes reference to Narrogin being the Regional Centre of the Southern Wheatbelt and the town sites of Cuballing and Popanyinning as 'satellite' towns to Narrogin.

Part of the Shire of Cuballing strategy, in addressing the waste management for the medium and long term, is to undertake planning and feasibility studies to identify and secure appropriate waste management.

The Shire of Narrogin has also entered into a contractual agreement in accepting waste from the transfer station facilities at Cuballing and Popanyinning at a cost. On average the monthly tonnage of waste per month, from the Shire of Cuballing, is between 15 to 20 tonnes.

Under the section of 'Commercial', the document recognises the proximity to Narrogin as the Regional Centre which has large scale commercial development and will continue to develop.

To address this issue, the document proposes a number of strategies and actions to encourage, consolidate, support and enhance the commercial activity in the town centres of Cuballing and Popanyinning.

As a neighbouring Shire to the south of the Shire of Cuballing, there are no issues that may directly or indirectly impact the Shire of Narrogin since most of the actions and strategies to be implemented are within existing built up areas in the town sites of Cuballing and Popanyinning.

It is recommended that the Shire of Narrogin writes to the Shire of Cuballing commending its effort in completing its Local Planning Strategy document and that the Shire of Narrogin has no comments to make on the Shire of Cuballing's draft Local Planning Strategy.

Consultation

Nil

Statutory Environment

Regulation 13 – Planning and Development (Local Planning Schemes) Regulations 2015

13. Advertising and notifying local planning strategy

(1) A local government must, as soon as reasonably practicable after being provided with certification that a local planning strategy complies with regulation 11(2), advertise the strategy as follows —

- (a) publish a notice of the local planning strategy in a newspaper circulating in the area to which the strategy relates, giving details of —
 - (i) where the strategy may be inspected; and*
 - (ii) to whom, in what form and during what period submissions may be made;**
- (b) display a copy of the notice in the offices of the local government for the period for making submissions set out in the notice;*
- (c) give a copy of the notice to each public authority that the local government considers is likely to be affected by the strategy;*
- (d) publish a copy of the notice and the strategy on the website of the local government;*
- (e) advertise the strategy as directed by the Commission and in any other way the local government considers appropriate.*

Policy Implications

Nil

Financial Implications

There are no known meaningful financial implications relative to this matter in excess of officer time and minor administrative cost.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 0618.056

Moved: Cr Seale Seconded: Cr Schutz

That with respect to the Shire of Cuballing's draft Local Planning Strategy, that Council:

1. Write to the Shire of Cuballing commending it on the preparation of the Shire of Cuballing's draft Local Planning Strategy; and
2. Advise the Shire of Cuballing that the Shire of Narrogin supports the Shire of Cuballing's draft Local Planning Strategy and does not have any comments to provide.

CARRIED 8/0



Draft

Shire of Cuballing Local Planning Strategy

Prepared by Edge Planning & Property for the Shire of Cuballing

www.edgeplanning.com.au

March 2018

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1 Introduction

1.1 What is a Local Planning Strategy?

Local planning strategies are strategic documents that set out the longer-term planning direction for a local government area, apply State and regional planning policies and provide the rationale for the zones and provisions set out in the local planning scheme.

For this reason, a local government is required to prepare a local planning strategy as part of the process of reviewing the local planning scheme¹.

1.2 The Role and Purpose of a Local Planning Strategy

Local planning strategies are the main framework for planning at the local level. They enable the local government authority to plan for the future and outline the local government authority's strategic vision, policies and proposals and reflect local needs and aspirations. In doing so, they provide the rationale for the zones, reservations and provisions of a local planning scheme.

Local planning strategies are primarily concerned with 'spatial' or 'land use' considerations such as the location, and distribution of land uses, the relationships between various land uses, subdivision, development and the infrastructure required to support subdivision and development. They are also the key instrument for implementing State and regional planning strategies and policies at the local level.

The Strategy is intended to operate for between 10 - 15 years.

¹ For further information refer to Regulation 11(1) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, available online from: <https://www.planning.wa.gov.au/publications/7295.aspx>

1.3 State Planning Framework

The State Planning Framework² identifies the *State Planning Strategy 2050* as the principal strategy guiding land use and development in Western Australia.

Together, the *State Planning Strategy 2050* and the strategic policies (State planning policies) and operational policies (development control policies) of the Western Australian Planning Commission (WAPC) provide the framework within which this Strategy has been prepared.

Of particular relevance to this Strategy are:

- (a) *State Planning Policy No. 1: State Planning Framework;*
- (b) *State Planning Policy No. 2: Environment and Natural Resources Policy;*
- (c) *State Planning Policy No. 2.4: Basic Raw Materials;*
- (d) *State Planning Policy No. 2.5: Rural Planning;*
- (e) *State Planning Policy No. 2.9: Water Resources;*
- (f) *State Planning Policy No. 3: Urban Growth and Settlement;*
- (g) *State Planning Policy No. 3.4: Natural Hazards and Disasters;*
- (h) *State Planning Policy No. 3.5 Historic Heritage Conservation;*
- (i) *State Planning Policy No. 3.6: Development Contributions for Infrastructure;*
- (j) *State Planning Policy No. 3.7: Planning in Bush Fire Areas; and*
- (k) *State Planning Policy No. 5.2: Telecommunications Infrastructure.*

² Set out in *State Planning Policy No. 1: State Planning Framework*, available online from: <https://www.planning.wa.gov.au/publications/1160.aspx>

1.4 Regional Planning Framework

The *Wheatbelt Regional Planning and Infrastructure Framework*³ (December 2015) establishes the vision, objectives, planning approach and sets out key regional infrastructure projects.

Many of the objectives and priority projects in the economic development strategies have land use planning implications.

1.5 Local Planning Framework

The Strategy builds on the original local planning strategy endorsed by the WAPC on 21 December 2004 and the *Shire of Cuballing Strategic Community Plan 2014-2024*⁴ endorsed by the Council on 17 July 2014. The Strategy reiterates the vision from the Strategic Community Plan.

1.6 Regional Economic Development Framework

Complementing the *Wheatbelt Regional Planning and Infrastructure Framework* are key regional economic development strategies. In particular they include:

- (a) *Wheatbelt Regional Investment Blueprint* (2015)⁵;
- (b) *Wheatbelt South Sub-Regional Economic Strategy*⁶ (2014); and
- (c) *Greater Narrogin Region Growing Our Community: An Economic Development and Implementation Strategy*⁷ (2015) which covers the Shires of Narrogin and Cuballing.

³ The *Wheatbelt Regional Planning and Infrastructure Framework* is available online from:
<http://planning.wa.gov.au/6971.asp>

⁴ The *Shire of Cuballing Strategic Community Plan 2014-2024* is available online from:
<http://www.cuballing.wa.gov.au/Documents/>

⁵ The *Wheatbelt Regional Investment Blueprint* is available online from:
<http://www.wheatbelt.wa.gov.au/publications/wheatbelt-blueprint/>

⁶ The *Wheatbelt South Sub-Regional Economic Strategy* is available online from:
<http://www.wheatbelt.wa.gov.au/publications/economic-development-plans/>

⁷ *Greater Narrogin Region Growing Our Community: An Economic Development and Implementation Strategy* is available online from:
<http://www.wheatbelt.wa.gov.au/publications/economic-development-plans/>

2 Local Profile

The Shire of Cuballing (to be called the 'district') covers approximately 1250 square kilometres. The Cuballing townsite is located 192 kilometres southeast of Perth and 14 kilometres north of Narrogin. The district is located in the southern Wheatbelt and is outlined in Figure 1.

The district is predominantly an agricultural area. The district's main townsites are Cuballing and Popanyinning with the smaller settlement of Yornaning. Land tenure is outlined in Attachments 1-3.

The Dryandra Woodland is a key environmental and recreational asset and is located in the western portion of the district, while the Hotham River flows through the district.

Narrogin is the regional centre for the southern Wheatbelt. While the Cuballing townsite has its own character, it is in part a 'satellite' town to Narrogin. The nearby town of Pingelly provides additional services to the northern portion of the district. The district is dependent on Narrogin, Perth and other centres for various services.

2.1 Population

2.1.1 Demographics

The district's resident population was 863 in 2016⁸ and has grown 22 per cent in the last decade. The district's estimated current population is around 900. It is noted that:

- (a) children aged 0 to 14 constitute approximately 20 per cent of the district's population;
- (b) approximately 16 per cent of the district's population is aged 65 years old or over.
- (c) the median age of 44 is higher than the WA average of 36.

*Western Australia Tomorrow 2015*⁹ sets out multiple population forecasts for the district, each of which has been prepared using slightly different simulations. The forecasts have been broken into five 'bands', with the median value of each band being used to give five forecasts - Band A contains the lowest simulations and Band E the highest simulations. The forecast for Band C (the middle band) is also the median value for all forecasts.

The WAPC's population forecasts for the district, to the year 2026, range from 670 to 1100. With regard to the Shire of Cuballing's 2016 population, this represents population change somewhere between a decline of 193 residents and growth of 237 residents. The median population forecast is for 880 residents, which represents a negligible population increase of about 17 residents.

In addition to population forecasts, *Western Australia Tomorrow* contains household size forecasts. These indicate that household sizes in the Shire of Cuballing are likely to grow - slightly - from approximately 2.2 people per dwelling, to approximately 2.59 to 2.63 people per dwelling in 2026.

The Wheatbelt Development Commission's economic development strategy for the greater Narrogin region (which includes Cuballing) aims to achieve population growth of 3 per cent per annum across the Greater Narrogin region¹⁰. At this rate of growth, the Shire of Cuballing's population would grow to 1,159 in 2026

The Council does not consider it likely that the district's population will decline, given the area's close proximity to Perth and Narrogin, the district's natural and cultural assets, its growing equestrian activities and the relative affordability of the district.

⁸ Based on 2016 census data available from: http://www.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA52310?opendocument

⁹ <http://www.planning.wa.gov.au/publications/6194.asp>
¹⁰ *Greater Narrogin Region Growing Our Community: An Economic Development and Implementation Strategy*

2.1.2 Land Supply and Housing

Most of the population growth and development has come from 'historically' created lots. There has been limited new subdivisions created in recent years.

Additional dwellings and lots will be required to facilitate aspirational and Council anticipated population growth. Most new population growth will be in the Cuballing and Popanyinning townsites.

The regional economic development framework and the Council's Strategic Community Plan support the provision of additional appropriately located rural living land in part to cater for the growing equine sector.

Under the most optimistic population forecast set out in WA Tomorrow 2015, an additional 10 dwellings would be needed. However, under the aspirational growth target set out in the Wheatbelt Development Commission's *Greater Narrogin Region Growing Our Community: An Economic Development and Implementation Strategy*, as many as 160 additional dwellings will need to be provided in the period to 2026. This is based on:

- (a) projected population increases of 17 to 296 additional residents;
- (b) an average household size of 2.2 people¹¹; and
- (c) a dwelling occupancy rate of 83.3 per cent¹¹.

The 'development footprint' set out in the Strategy will need to include enough land suitable for residential and rural living development (rural residential and rural smallholding). In doing so, it needs to be recognised that:

- (a) not all landowners will want to subdivide or develop their land immediately or will have the resources to do so;

- (b) once created, not all lots will be developed for housing immediately;
- (c) a certain percentage of dwellings will remain vacant;
- (d) some of the land identified as suitable for residential or rural living development is affected by some form of constraint which will need to be addressed prior to its development, making any development of the land a longer-term proposition; and
- (e) changes in Government policy may affect the rate of population growth.

For these reasons, it is necessary to identify a supply of land (with an appropriate land supply 'buffer') capable of accommodating the residential and rural lifestyle development required during the lifespan of this strategy. However, the strategy should not identify excessive areas of land for such purposes. In this regard, identifying excessive areas of land for development does not:

- (a) assist with the orderly and logical expansion of the residential settlement pattern in a manner which maximises the efficient use of infrastructure; or
- (b) protect rural land for agricultural purposes.

These principles are set out in *State Planning Policy 3: Urban Growth and Settlement* and *State Planning Policy 2.5: Rural Planning*.

A significant proportion of this development could be accommodated within the Cuballing and Popanyinning townsites, which contain:

- (a) 158 undeveloped lots; and
- (b) enough land zoned for residential purposes and capable of further subdivision to create as many as 170 additional lots.

However, the prevailing pattern and style of development indicates the townsite is unlikely to be subdivided and developed to its full potential. For this reason, most of the additional lots/dwellings will need to be

¹¹ Based on 2016 census data available from: http://www.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/LGA52310?opendocument

located in new development areas around the Cuballing and Popanyinning townsites.

The development footprint set out in the 2004 Local Planning Strategy has been reviewed and some areas have been deleted, retained or added to reflect changing circumstances and the *Cuballing/Popanyinning Bushfire Hazard Level Assessment* (extract outlined in Attachment 15).

2.1.3 Key Population Issues

- (i) The district's population has rapidly expanded over the past decade and is likely to grow steadily.
- (ii) The district differs from many Wheatbelt local government areas as its population has grown considerably in the last decade.
- (iii) The average household size is likely to decline in the period to 2031, requiring the provision of additional dwellings to house the growing population.
- (iv) To accommodate the district's growing population and to facilitate economic development, a range of lot sizes will be required including residential, rural residential and rural smallholding.
- (v) A need to ensure the Shire can service and support its ageing population through housing diversity and medical services, including aged care and accommodation into the future.

2.2 Settlements

2.2.1 Cuballing / Popanyinning

Approximately half of the district's population live within the Cuballing and Popanyinning townsites. The townsites are characterised by a traditional grid pattern subdivision layout and generous sized lots.

Although the Cuballing townsite is the administrative and population centre of the district, its location is at a central-south point in the district. This southerly location is

countered by the district's second major population centre of Popanyinning, which is located at a point in the central-north of the district. Both townsites are situated on the Great Southern Highway and given their relative locations in the district, act as development axis. This 'axis' of development is strengthened by it being part of a key route between the regional centres.

There are opportunities for urban consolidation (that is, increased residential density) in residential areas, the re-subdivision of some rural residential areas along with the development of 'greenfield' sites where land suitability, land capability and servicing requirements are appropriately addressed.

The close proximity of Narrogin provides the district with opportunities to promote an alternative lifestyle to that of Narrogin for those persons who wish to live in a rural setting.

Attachment 4 outlines settlement patterns, while Attachments 5 and 6 show the context and constraints for the Cuballing and Popanyinning townsites.

2.2.2 Rural Living

Rural living areas in the district contain 'historic' lots created for rural residential and rural smallholding purposes, generally located near the Cuballing and Popanyinning townsites. The *Shire of Cuballing Local Planning Scheme No. 2* contains a Rural Residential Zone but no Rural Smallholding Zone.

Generally, rural residential lots are between 1 and 4 hectares in size and provide an option for people who want to live in a low density residential area in a semi-rural setting, close to a townsite. There is a trend for 'lifestyle lots' between 1 and 2 hectares in size, as these lots are more easily managed, but retain a rural character and amenity.

Rural smallholding lots are between 4 and 40 hectares in size. There are also known as

'hobby farms' and they provide opportunities for small-scale rural and agricultural activities. Rural smallholdings lots provide a legitimate form of lifestyle living which enables people to enjoy a rural environment.

The State Government¹² advises:

'The Local Government should capitalise on the increased interest in and demand for rural living opportunities in the region to provide alternative lifestyle opportunities and attract new residents.' (page 54)

There is demand for rural living lots in the district including for equestrian enthusiasts. However, rural living precincts need to be carefully planned, as they are not as efficient in housing people, can prejudice future development of the land for urban purposes, consume and sterilise otherwise productive rural land.

2.2.3 Key Settlement Issues

- (i) **There is a need to encourage further growth within the existing townsites to maximise the use of the existing facilities and limit the potential infrastructure costs that would be placed on the Shire.**
- (ii) **Attracting growth to the Cuballing and Popanyinning townsites will require maintaining elements of the existing townsite character, improving services and infrastructure, and achieving a high level of residential amenity, including protection from non-compatible land uses.**
- (iii) **The development of rural living areas needs to be properly planned and provided for in the Strategy and local planning scheme.**
- (iv) **The introduction of a Rural Smallholding Zone and associated implementation can assist to provide population growth and**

economic development in the district.

2.3 Infrastructure

2.3.1 Water

The Cuballing and Popanyinning townsites and rural properties near the pipeline are supplied with water from Harris Dam near Collie, delivered through the Great Southern Town Water Supply scheme.

The water supply system is operated by the Water Corporation and is capable of accommodating anticipated urban and associated development in the short to medium term. Depending on the location, water pressure may be required to be upgraded in parts of the Popanyinning townsite. There will be a need to upgrade the Cuballing water storage facility to facilitate more substantive new lots and development.

Most properties in the district depend on alternative water sources such as roof catchment which may be supplemented by groundwater or surface water. However, these water sources are not always reliable sources of water.

Other than re-use of stormwater, there is no community based fit-for-purpose water sources in the district.

2.3.2 Wastewater

There is no reticulated sewerage system in the district. Accordingly, all development utilises some form of onsite wastewater disposal, including standard septic tanks/leach drains, fully inverted systems and the use of alternative treatment units.

Given the overall generous lot sizes, the general depth to groundwater and land capability, on-site effluent systems can generally be located and designed to effectively operate in the district. However, in some areas, onsite wastewater disposal can be problematic due to geotechnical conditions (some areas have impervious soils,

¹² *Greater Narrogin Region Growing Our Community: An Economic Development and Implementation Strategy*

clay or rock close to the surface). Additionally, alternative treatment units do not necessarily facilitate smaller lots/medium density development.

Cuballing and Popanyinning townsites are not on the State Government's Infill Sewerage Program priority list.

2.3.3 Electricity

The district is part of the South West Interconnected Network, with electricity supplied from a single transformer and feeder line (see Attachment 7). There are no known capacity issues for the Cuballing and Popanyinning townsites and, with planned upgrades, there should be enough capacity to cope with forecast increases in demand for electricity. Planned upgrades include the Narrogin substation transformer.

However, if there is a significant increase in industrial, commercial or other development in the short to medium term, it is likely that power upgrades would be needed.

2.3.4 Telecommunications

Effective telecommunications infrastructure, including phone and internet services, is essential for social connectivity and for the district economy. The Cuballing and Popanyinning townsites have recently been provided with a fixed wireless national broadband network service. There is an ongoing need to address mobile 'blackspots' in parts of the district

2.3.5 Stormwater Management (Drainage)

Traditional approaches to drainage are common through the district. The local government stormwater infrastructure is typically limited to a pit/pipe or open channel system. Older drainage systems do not usually incorporate stormwater detention.

2.3.6 Waste Management

The Shire has established transfer station facilities at Cuballing and Popanyinning with waste transferred to a landfill site in the Shire of Narrogin. The Shire is investigating

medium to longer term options to improve waste management.

2.3.7 Community Infrastructure

Health

Health services in the district are limited but include St John's Ambulance volunteers. The nearby Narrogin Regional Hospital provides a range of health services to the district. As the district's population grows and ages, the provision of additional health services may need to be considered.

Education

There are no schools within the district. There is however a number of school bus services to Narrogin. As the district's population grows, it is likely that additional students will need to be accommodated in Narrogin.

Recreation and Community

The Cuballing and Popanyinning townsites are well provided for in terms of sport, recreation and community facilities. Most of the land used for recreation and community purposes is reserved under the local planning scheme.

The major sporting venue in the district is the Dryandra Regional Equestrian Centre which is home to the local Dryandra Pony Club and Dryandra Regional Equestrian Association catering to adult riders. The venue attracts large numbers of riders from around the State to its regular equestrian events.

2.3.8 Transport Infrastructure

Transportation is critical to the district's ability to function effectively. Transportation modes in the district include walking, cycling, motorised transport and public transport. The State and regional road network plays a fundamental role in catering for inter and intraregional traffic and road freight.

Walking and Cycling

Currently, there is a reasonable network of paths and trails throughout and near the Cuballing and Popanyinning townsites.

There are recreational opportunities in the Dryandra Woodland and cycling opportunities on various roads.

Roads

As outlined in Figure 1, the district is conveniently linked to Perth and other settlements. Attachment 7 shows main and secondary roads.

The *Roads 2030 Wheatbelt South*¹³ sets out regional strategies for significant local government roads. It recommends various works be undertaken to improve the conditions of these roads.

The Council would prefer that a greater volume of heavy vehicles travelling through the district was undertaken by rail as this would make the townsites safer and improve their amenity and attractiveness. It could also reduce on-going road maintenance costs.

There are no plans to construct a heavy vehicle bypass around the Cuballing or Popanyinning townsites.

Rail Freight and Public Transport

The Perth to Albany narrow gauge railway line dissects the district. The rail line is operating by Brookfield Rail that runs a grain service to the Kwinana-Fremantle ports.

There is a public bus service operating through the district connecting Perth and Albany.

2.3.9 Key Infrastructure Issues

- (i) **The district's population means that the provision of community services needs to be carefully assessed and limited resources placed in locations where they can be of most benefit to the majority of the population.**

- (ii) **Servicing and regulatory authorities need to plan ahead to ensure that potable water, and electrical infrastructure is adequate, reliable and well maintained.**
- (iii) **The lack of reticulated sewerage generally means the maximum residential density is R10.**
- (iv) **The regional function of secondary roads (significant local government roads) needs to be protected.**
- (v) **There is a need for more detailed planning and feasibility regarding waste management.**
- (vi) **The provision of health services required to support an ageing population needs to be planned for.**

2.4 Economics and Employment

2.4.1 Agriculture

The district's economy is dominated by agriculture and accordingly should be protected. The district's combination of landform and soils, climate and the generally reliable water supplies make it a productive agricultural area. Key employers are shown in Attachment 8 with many being agricultural or servicing agriculture.

The WAPC, which determines subdivision applications, generally does not support the fragmentation of rural land.

2.4.2 Mining and Basic Raw Materials

There are future opportunities for mining and short to longer term opportunities to extract basic raw materials which can assist with job creation.

It is preferable to responsibly exploit minerals and basic raw materials prior to the land being developed for other purposes. Mineral resource and basic raw material extraction are different from other forms of development because they can only be worked where they naturally occur.

There is a need for appropriate buffers to protect mining operations from more sensitive land uses and development which

¹³ Roads 2030 is available online from:
<https://www.mainroads.wa.gov.au/Documents/Roads%202030%20-%20WHEATBELT%20SOUTH.RCN-D15%5E23117880.PDF>

could prejudice the extraction of mineral and basic raw material resources.

2.4.3 Industry

Industrial operations mainly service the agricultural sector and are located in the Cuballing and Popanyinning townsites and in rural areas. There are no industrial estates in the district.

To promote economic development, diversify the local economy and to minimise land use conflict, the Council supports identifying an industrial estate near Cuballing along with a rural industry precinct at Yornaning.

Industrial activities have the potential to impact on adjacent land uses, for example, through noise, air and dust emissions. These can be particularly problematic for more sensitive land uses, such as residential development.

Sound planning can minimise these impacts by ensuring that industrial development and sensitive development are appropriately located and by providing and maintaining a buffer area between industrial development and more sensitive land uses.

Containing the impacts and buffer area on-site provides industry with the greatest possible protection from the encroachment of more sensitive land uses.

2.4.4 Tourism

The district's tourism industry is modest; although not without potential. The district is situated in an undulating landscape around two hour's drive from Perth, with convenient links to other regional centres. The district's key tourism asset is the Dryandra Woodland which is expected to shortly become a National Park. The Dryandra Regional Equestrian Centre is also a major draw card.

A considerable portion of the district is State Forest/Nature Reserve, which is ideal for activities such as camping, cycling, hiking, picnics, bird-watching and, in the spring, wildflowers. Other activities available within

the district include agri-tourism, sporting, equestrian recreation activities, a diverse range of cultural and heritage experiences and events.

Tourism offers opportunities to diversify the district economy. Tourists and visitors to the district, both day trippers and persons staying for a holiday, are a potentially expanding source of economic development and job creation. Tourism and ecotourism can assist in creating employment, business development and providing opportunities for indigenous people. It can also offer economic opportunities which mutually support and rely on environmental conservation objectives.

To attract tourists, a number matters need to be considered, for example, visual amenity, townscape, heritage and planning controls. The conservation and enhancement of the environment and landscape is essential.

2.4.5 Key Economics and Employment Issues

- (i) The protection of agricultural land is an important economic and employment base for the district.
- (ii) Rural land needs to be protected from unnecessary fragmentation.
- (iii) Reliance on one industry is not preferable and there is support to diversify the district economy.
- (iv) Statutory planning processes need to be flexible enough to allow a range of appropriate uses and development in rural areas.
- (v) The extraction of mineral resources/basic raw materials and development of the land for other purposes needs to occur in a staged manner, to ensure mineral resources/basic raw materials can be extracted in the longer term.
- (vi) Existing industrial development needs to be protected from the encroachment of more sensitive land uses.

- (vii) **Local strategic planning should identify a preferred industrial estate for Cuballing.**
- (viii) **The design of tourism related development should be sympathetic to the landscape.**

2.5 Environment and Conservation

2.5.1 Climate

The district experiences a Mediterranean style climate characterised by warm/hot dry summers and cool, wet winters. Attachment 9 shows rainfall isohyets.

2.5.2 Topography

The western portion of the district is located on the Darling Plateau and the eastern section contains flat floored valleys. The district's landscape is dominated by a system of valleys associated with the Hotham River and its tributaries.

2.5.3 Geology and Mineral Resources

Geologically, the district forms part of the Yilgarn Craton which consists of granite and gneiss rocks. The district contains some mineral resources and basic raw material deposits such as gravel and sand. Attachment 10 shows information relating to minerals and basic raw materials.

2.5.4 Waterways and Groundwater Resources

Groundwater and surface water are finite resources, and there are limits to their availability and suitability for use. There is a requirement to ensure there is appropriate water allocated to sustain the environment. Demand for water resources is increasing as the district's population and economy grow and expand. At the same time, there has been a trend of declining rainfall. One of the major challenges for the district is sustainably managing its water resources.

There are various waterways within the district including the Hotham River, Fourteen Mile Brook and Colcoran Brook. Attachment 11 shows water catchments.

The presence of groundwater relates to the major geomorphic units and geology. In this respect, groundwater is generally limited and where it does occur, its quality varies considerably. Bore yields are generally low, reflecting the lack of good aquifers, and are only suitable for stock watering.

2.5.5 Salinity

Salinisation has sterilised some land resources in the district. Salinity impacts agricultural productivity, degrades water resources, native vegetation, damages buildings and infrastructure and is detrimental to landscape qualities. Attachment 12 outlines salinity risk.

2.5.6 Vegetation

The predominant vegetation communities are Jarrah, Wandoo, Powderbark, York Gum and Salmon Gum.

Of the 28,000 hectares of Dryandra State Forest, 17,500 hectares is in the district. The Dryandra State Forest is a rare remnant of the open eucalyptus woodlands that covered the area before clearing for agriculture.

It is important that the district's remnant vegetation and biodiversity values be protected. In this respect, many of the district's key environmental assets are already located in a conservation reserve of some description. A considerable portion of the district is Nature Reserve/State Forest or soon to be National Park (see Attachment 11). However, there are various environmental assets located on private land. Attachment 13 shows native vegetation on non-Department of Biodiversity, Conservation and Attractions land.

The conservation of biodiversity values requires a cooperative approach between the local government, State Government agencies, landowners, and non-government organisations involved in land management and land use planning.

The above notwithstanding, the district's forests and woodlands are a considerable resource for both conservation and tourism

as well as appropriately managed timber harvesting.

The Council acknowledges the right of the farmers located adjoining Department of Biodiversity, Conservation and Attractions managed land to continue traditional farming methods. Landowners also have a responsibility to ensure that their operations and potential development does not adversely affect Department of Biodiversity, Conservation and Attractions managed land including the Dryandra Woodland. In conjunction with relevant State authorities and landowners, the Shire will endeavour to retain remnant vegetation, and assist in the planning of environmental corridors to help link the fragmented vegetated areas.

2.5.7 Wildlife

The district contains some threatened and priority fauna, which have been observed in different parts of the district with most near the Dryandra Woodland (see Attachment 16). The Dryandra Woodland is only one of two locations in Western Australia where natural populations of the Numbat remain.

Carnaby's Cockatoos and Black Cockatoos are endemic to southwest Western Australia, and have been observed in and around the district.

2.5.8 Key Environment and Conservation Issues

- (i) **Surface and groundwater resources need to be protected.**
- (ii) **Salinity continues to be a major land management challenge.**
- (iii) **Areas of remnant vegetation, significant conservation, landscape and biodiversity value should be protected.**
- (iv) **Endangered fauna, including the Carnaby's Black Cockatoo, need to be protected.**
- (v) **The Dryandra Woodland requires protection through relevant management practices which are complemented by planning policies and strategies. The promotion of**

effective farming practices on properties adjoining the Dryandra Woodland is essential to the long term sustainability of the area.

2.6 Hazards

2.6.1 Bushfire

'Reducing vulnerability to bushfire is the collective responsibility of State and local government, landowners, industry and the community. It requires ongoing commitment and diligence to a range of management measures such as the appropriate location and design of development, managing potential fuel loads, implementing bushfire management plans; providing emergency services, increasing awareness of the potential risk through education; and ensuring evacuation plans are in place. Such measures, in conjunction with planning policy and building controls, have the effect of increasing community resilience to bushfire.'

¹⁴

Decision making authorities should seek to minimise the potential for property and lives to be put at risk from bushfire. This can be done by:

- (a) not placing people, property and infrastructure in areas of extreme bushfire risk;
- (b) reducing vulnerability to bushfire through the identification and assessment of bushfire hazards and risks at all stages of the planning process;
- (c) ensuring subdivision, development and land use proposals take into account bushfire protection requirements and include bushfire protection measures; and
- (d) taking a responsible, balanced approach between bushfire risk management and management measures, and landscape, amenity and biodiversity conservation objectives.

¹⁴ State Planning Policy No. 3.7: Planning in Bushfire Prone Areas, is available online from:
<http://www.planning.wa.gov.au/publications/7055.asp>

Broad-scale mapping of bushfire prone areas¹⁵, indicates that large parts of the district are bushfire prone (see Attachment 14). In this respect, any proposal to rezone, subdivide or develop land in a bushfire prone area will need to be accompanied by a bush fire management plan or associated assessment that demonstrates how the risk of bushfire can be mitigated in accordance with WAPC policy.

The Shire has commissioned a bushfire hazard level assessment with an extract of the report shown in Attachment 15.

2.6.2 Flooding

Flooding is a natural phenomenon with an important environmental role - for instance replenishing wetlands and triggering the life cycle stages of many plants and animals. For this reason, the natural ecological and drainage function of rivers, watercourses and floodplains needs to be protected and managed. Flooding can also present a significant risk to life and property.

State and local government has a responsibility to minimise the potential for flood damage resulting from decisions about the use and development of land within the floodplains of rivers, and landowners also have the right to expect that adjacent land use and development will not increase the risk or impact of major river flooding on their lives or property.

Parts of the district, including portions of the Cuballing and Popanyinning townsites, are at risk of flooding during a flood event with a 1 in 100 (one per cent) annual exceedance probability. There is however no flood risk mapping which has been prepared in the district.

The only viable means of minimising property damage caused by flooding and ensuring that development does not increase the risk of

flood damage for new development and/or occurring on neighbouring properties, is to carefully control the development of land near rivers and watercourses within the floodplain.

2.6.3 Key Hazard Issues

- (i) **The significant bushfire risk within the district needs to be managed at each stage of the planning process by decision making authorities and landowners.**
- (ii) **The development of land near rivers and watercourses should be carefully managed, to avoid creating and/or increasing the risk of flood damage.**

2.7 Heritage

2.7.1 Native title

The *Native Title Act 1993* provides for the recognition and protection of Aboriginal and Torres Strait Islander people's native title rights and interests. Certain government actions, such as grants of freehold, have been found to extinguish native title.

When planning for urban growth and development, native title is an important consideration as land in and around towns that may be identified as appropriate for certain development options may be subject to a native title claim or determination. Native title over most of the Shire of Cuballing has been extinguished by the granting of freehold title.

The traditional custodians of land within the District are the Gnaala Karla Booja people.

The Gnaala Karla Booja clan's native title claim¹⁶ covers whole of the Shire of Cuballing and forms part of the South West Native Title Settlement. The settlement is an agreement being negotiated between the State Government and the Noongar people.

¹⁵ State Bushfire Prone Area mapping prepared by the Office of Bushfire Risk Management is available online from: <http://www.dfes.wa.gov.au/regulationandcompliance/bushfireproneareas/Pages/default.aspx>

¹⁶ Further information on native title claims is available from the National Native Title Tribunal (<http://www.nntt.gov.au>)

In 2009, the State Government and the South West Aboriginal Land and Sea Council began negotiating the South West Native Title Settlement, a negotiated settlement for six native title claims made by the Noongar people of the south west of Western Australia (of which the Gnaala Karla Booja claim forms approximately 30,415 square kilometres).

Under the settlement, native title would be exchanged for a negotiated package of benefits, including formal recognition of the Noongar people as traditional owners, land, investments and the establishment of Noongar Regional Corporations.

A major component of the Settlement is the establishment of the Noongar Land Estate through the transfer of a maximum of 320,000 hectares of Crown land for cultural and economic development, comprising 300,000 hectares as reserve land and 20,000 hectares as freehold title. The Noongar Boodja Trust will be a major landholder in the Wheatbelt and South West regions.

The South West Native Title Settlement and the Gnaala Karla Booja claim have not been finalised. When they are, traditional owners are expected to be more closely involved in land use planning in the district. This strategy acknowledges the traditional owners of the district, past and present.

Until the South West Native Title Settlement commences the *Native Title Act 1993* (Cth) still applies to all land users planning activities in the Settlement Area. Within the native title settlement area and across the sub-region the *Aboriginal Heritage Act 1972* applies at all times, and will continue to do so after the commencement of the native title settlement. Land users must always consider Aboriginal heritage in their planning processes.

The finalisation of Native Title claims is expected to provide ongoing community and economic development opportunities for local Aboriginal people.

2.7.2 Aboriginal Heritage

The *Aboriginal Heritage Act 1972* provides for the protection and preservation of Aboriginal heritage and culture throughout Western Australia, including places and objects that are of significance to Aboriginal people. Under the *Aboriginal Heritage Act 1972*, Aboriginal sites and materials are protected regardless of whether they have been previously recorded or reported, or not.

The Register of Aboriginal Heritage Sites, maintained by the Department of Planning, Lands and Heritage, identifies a number of registered Aboriginal heritage sites within the district. Key heritage assets are outlined in Attachment 17.

2.7.3 Historic Heritage

There are a number of historic heritage sites within the district. These are variously listed on the Municipal Heritage Inventory and the State Heritage Register, or both.

The district has a large stock of heritage places from the turn of the century to the 1920's, in particular within the Cuballing townsite. The number of heritage buildings in Cuballing with the total number has given the district a distinctly unique character, which offers great potential for additional business activities in the tourism sector.

2.7.3 Key Heritage Issues

- (i) Aboriginal and historic heritage sites need to be protected.**
- (ii) The native title claim and associated agreement is expected to create increased land administration certainty.**
- (iii) The need for streetscape/townscape improvements, which are complemented by conserving and enhancing heritage buildings and places.**

3 Strategic Direction

3.1 Vision and Key Objectives

As set out in the Strategic Community Plan¹⁷, the Council's vision for the district is:

'A progressive, diverse and caring community, with access to modern services and infrastructure, in an unique part of the world.'

In achieving this vision, the Council's key objectives are to:

- (a) manage the district's growth by developing a long-term land use planning strategy that contributes to the lifestyle enjoyed by residents;
- (b) encourage sustainable development and the expansion of the Cuballing and Popanyinning townsites, to improve service viability while conserving or enhancing a strong sense of community;
- (c) promote and manage a sustainable settlement pattern to avoid unnecessary duplication of resources.
- (d) ensure that future subdivision and development within and near the Cuballing and Popanyinning townsites provides a broad range of housing and lifestyle choices that enhance the character, environment and amenity of the townsites;
- (e) assist with growing the district's economic and employment base by encouraging greater diversification and promoting a resilient and increasingly robust economy;
- (f) promote agriculture as a key economic and social driver within the district;
- (g) facilitate orderly and coordinated development; and
- (h) create sustainable communities which:

- (i) manage and conserve key natural resources including land and water assets;
- (ii) attract and retain people and businesses;
- (iii) ensure the community has access to quality facilities and services;
- (iv) retain the unique sense of place that values its culture and heritage; and
- (v) enhance the public health of the community.

3.2 Strategy Plans, Strategies and Actions

Following the preceding analysis of the district, the Strategy Plans (Figures 2, 3 and 4) provide an overview of the strategy proposals. The following Strategies and Actions are proposed to implement the Strategy Plans.

The Strategy Plans show key elements of the Strategy and they provide a broad overview of intended land use, the major transport networks and key planning constraints. The Strategy Plans should not be seen as determining land use permissibility, but as broad land use areas relating to planning opportunities and constraints. The Strategy Plans are not a zoning map, as zoning and land use permissibility's are set out in the Local Planning Scheme and in Structure Plans.

The Land Use Areas on the Strategy Plans in part reflect the longer term anticipated zoning for the land. Rezoning of land will only be considered where the proposal is consistent with the Strategy and Strategy Plan requirements to the satisfaction of the Council and the WAPC.

Where the Strategy identifies rezoning opportunities, proponents will be responsible for justifying any rezoning proposal, including any associated planning, environmental and servicing investigations.

Strategies and Actions

The vision, key objectives and Strategy Plans are complemented by a number of strategies

¹⁷ The Shire of Cuballing Strategic Community Plan is available online from:
<http://www.cuballing.wa.gov.au/Documents/>

and actions. The strategies and actions are grouped under themes.

3.3 Settlements

3.3.1 Settlement Hierarchy

The area classified as 'Residential', 'Future Residential', 'Rural Residential', 'Future Residential' and 'Future Rural Smallholding' on the Strategy Plans (Figures 3 and 4) are potentially suitable for a range of uses including residential, rural residential, rural smallholding and appropriate employment uses.

Strategies

- (a) Recognise Cuballing as a Rural Town which is the district's cultural, recreation, business, social and administrative centre where the majority of new population and subdivision will occur.
- (b) Recognise Popanyinning as a Rural Village where moderate urban development is expected.
- (c) Recognise Yornaning as a settlement where modest development is supported.

3.3.2 Residential Development

The district's residential areas in the Cuballing and Popanyinning townsites, should accommodate a range of lot sizes and housing types, in a manner that meets the on-going needs of the district's residents. The lack of reticulated sewerage limits opportunities for smaller residential lots.

Strategies

- (a) Retain Residential R10 as the highest residential density (smallest lot size) in the Cuballing and Popanyinning townsites.
- (b) Support infill development and increases in housing density of land currently zoned 'Rural Townsite' to R10 where the land is considered suitable and capable.
- (c) Contain residential subdivision and development within the development footprint outlined on

the Strategy Plan and where appropriately zoned.

- (d) Support the subdivision and development of greenfield areas identified by this Strategy as likely to be suitable for residential development, generally shown as 'Residential' or 'Future Residential' on the Strategy Plans subject to the proponent appropriately addressing relevant considerations (e.g. zoning, structure planning, environmental impact, servicing, landscape and bushfire management).
- (e) Encourage a mix of lot sizes and promote affordability and choice in housing by encouraging a mix of housing types.
- (f) Provide for a high level of amenity which reflects a non-metropolitan lifestyle.
- (g) Ensure new residential development has regard to the area's character and built form.
- (h) Promote energy efficient and climate responsive housing design.
- (i) Support non-residential land uses in residential areas, provided they complement (and are compatible with) residential development and are of a scale and design that respects the area's amenity.
- (j) Prevent commercial or industrial development which is better suited to the town centre or industrial areas, from occurring in residential areas.

Actions

The Shire of Cuballing will:

- (a) Retain the 'Rural Townsite' Zone in the new local planning scheme.
- (b) Impose an appropriate residential density coding including opportunities to support infill development to R10 where the land is suitable and capable.

3.3.3 Rural Living

Rural Residential

Rural residential areas provide opportunities for lower-density residential development in a rural setting, which is compatible with nearby land uses and the capability, landscape and environmental attributes of the site. In doing so, rural residential areas should be large enough to facilitate the creation of lots of various sizes, as lots of different sizes present different lifestyle opportunities.

Strategies

- (a) Prevent the creation of new rural residential lots outside of the area shown on the Strategy Plans.
- (b) Use existing rural residential areas more efficiently, by increasing the density of lots where access to a reticulated potable water supply is available and development constraints (such as bushfire management, land capability and any potential environmental impacts) have been appropriately addressed.
- (c) Promote appropriate employment uses where compatible with existing uses and nearby development.
- (d) Support requests to amend the local planning scheme where the land is identified as 'Future Rural Residential' by this Strategy, subject to the proponent appropriately addressing relevant considerations (e.g. zoning, structure planning, environmental impact, servicing, landscape and bushfire management).
- (e) Encourage the preparation of structure plans that provide for lot sizes ranging between one and four hectares.
- (f) Ensure that the environmental qualities of the land and/or water are maintained or improved, such as through revegetation.

Actions

The Shire of Cuballing will:

- (a) Impose a limitation of one dwelling per lot in the Rural Residential zone (does not include ancillary dwelling) under the new local planning scheme.

Rural Smallholdings

Rural Smallholding areas provide semi-rural and rural opportunities near the Cuballing townsite, provided those activities facilitate the conservation of native vegetation and are compatible with nearby land uses, the environmental and landscape values of the land. The semi-rural and rural pursuits may present opportunities to generate income.

Strategies

- (a) The creation of new Rural Smallholding lots outside areas identified for Rural Smallholdings by this Strategy should be prevented, unless associated with a boundary realignment.
- (b) Support requests to amend the local planning scheme where the land is identified as 'Future Rural Smallholding' by this Strategy, subject to the proponent appropriately addressing relevant considerations (e.g. zoning, structure planning, environmental impact, servicing, landscape and bushfire management).
- (c) Support, where appropriate, innovative design and the clustering of houses and other structures to minimise the impacts on adjacent land, to provide for on-going use of land for rural pursuits and protect landscape and environmental values.
- (d) Encourage the preparation of structure plans that provide for lots ranging in size from four to 40 hectares.
- (e) Ensure that the environmental qualities of the land and/or water are maintained or improved such as through revegetation.

Actions

The Shire of Cuballing will:

- (a) Introduce a Rural Smallholding Zone in the new local planning scheme.
- (b) Set out development standards in the new local planning scheme to ensure subdivision and development is consistent with rural character landscape qualities and amenity.

3.3.4 Crown Land

Actions

The Shire of Cuballing will:

- (a) Promote the examination of Crown Land in the district and assess if the lands may be excess to their respective vesting authorities. If so, it may be advantageous for the Shire to acquire these properties for future uses as determined by the Council.
- (b) Negotiate with State Government agencies for assistance in creating a variety of lot sizes in and around the key settlements of the district.

3.4 Infrastructure

3.4.1 Hard Infrastructure

Strategies

- (a) Require new developments to be appropriately serviced with potable water and on-site effluent disposal.
- (b) Allow for and promote the establishment of renewable energy facilities and operations within the district.
- (c) Support telecommunications infrastructure where consistent with *State Planning Policy 5.2 Telecommunications Infrastructure*.

Actions

The Shire of Cuballing will:

- (a) Request that servicing authorities plan ahead to ensure that potable water, electrical and telecommunication infrastructure are adequate, reliable and well maintained.
- (b) Lobby for enhanced infrastructure to implement the Strategy.

- (c) Promote and enhance water management and conservation.
- (d) Require that new development has a sufficient supply of potable water with quality addressing the *Australian Drinking Water Quality Guidelines 2004* (or any updates).

3.4.2 Stormwater Management

New subdivisions and developments are to incorporate water sensitive urban design features in response to soil, salinity, slope and other considerations.

Strategies

- (a) Promote the integration of land and water planning in accordance with the framework identified in *Better Urban Water Management* (WAPC 2008).
- (b) Promote re-use and recycling of water, particularly stormwater and wastewater.

Actions

The Shire of Cuballing will:

- (a) Promote water harvesting and water reuse wherever possible into the Shire's projects and operations.

3.4.3 Waste Management

Waste management facilities are necessary for the district's continued growth and development; however, their offsite impacts need to be minimised wherever possible.

Strategies

- (a) Ensure that any application(s) to develop a waste management facility within the district adequately addresses relevant considerations (e.g. zoning, servicing, land management and rehabilitation, environmental, landscape and fire management).
- (b) Ensure that any application to develop a waste management facility includes the provision of an onsite buffer area for the waste management facility, or demonstrates that arrangements

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 What about the requirements water tank 1100000 litres capacity

have been made with surrounding landowners to allow the waste management facility's buffer area to extend offsite.

Actions

The Shire of Cuballing will:

- (a) Undertake planning and feasibility to identify and secure appropriate waste management for the medium to longer term.

3.4.4 Community Infrastructure

Health

Actions

The Shire of Cuballing will:

- (a) Promote Cuballing as the district's key centre for aged and frail accommodation and aged care facilities.

Recreation

The Council seeks to consolidate its recreational resources in fewer, but better serviced areas of public open space.

Strategies

- (a) Ensure that new residential subdivisions either incorporate appropriately sized, located and useable public open space or provide a cash-in-lieu payment.

Actions

The Shire of Cuballing will:

- (a) Review existing parks and recreation reserves and public open space in the townsites including tenure, usage and management.

3.4.5 Transport Infrastructure

There are increasing transport demands, particularly in the number of heavy haulage (freight) vehicles and their impact on the State and regional road network. There is also conflict between heavy haulage vehicles and local traffic which can result in reduced transport efficiency, safety and amenity.

Strategies

- (a) Support the sealing and/or upgrading of secondary roads (shown as significant local government roads on the Strategy Plans).
- (b) Seek on-going improvements and upgrading of the Great Southern Highway.
- (c) Promote walking and cycling within the Cuballing and Popanyinning townsites.

Actions

The Shire of Cuballing will:

- (a) Work with Main Roads Western Australia (MRWA) to make the Great Southern Highway through the townsites safer, increase amenity and add to its attractiveness.
- (b) Seek MRWA support to investigate and bring forward the provision of passing lanes in the district to reduce the incidence of road trauma and improve amenity.
- (c) Continue to lobby government to maintain the rail network.
- (d) Monitor as to whether a more regular bus service between the district and Perth is required and liaise with the Public Transport Authority and TransWA.
- (e) Consider opportunities for new or upgrade trails to provide recreation and tourism benefits.

3.5 Economics and Employment

The district has infrastructure assets and lower land values than areas closer to Perth with lower overheads for business and industry. In the future, its strategic position, wide open spaces and the need to grow the local economy may mean the district becomes increasingly attractive for development opportunities.

3.5.1 Agriculture

The district's rural areas should be used for agricultural production, which contributes significantly to the district's economy, while

providing for a range of rural pursuits which are compatible with the capability of the land and retain the rural character and amenity of the locality. In some circumstances, rural areas can also provide opportunities for non-agricultural land uses which are not detrimental to agricultural productivity or the environment.

Farming is the core business of the district in the foreseeable future and must be protected to conduct normal operations. Due to the importance of agricultural land to the district economy, the Council considers it necessary to protect these areas from incompatible subdivision and development. Subdivision for residential, rural residential use and rural smallholding use are not supported outside of identified areas on the Strategy Plan.

There is a general presumption against subdivision of rural land. This presumption against subdivision is in accord with WAPC SPP2.5 and DC3.4 with subdivision only considered in exceptional circumstances.

There is on-going potential for rural uses other than broad acre farming, to be complementary and compatible within the rural setting. These include the diversification of agriculture activity to more intensive operations e.g. poultry farms, piggeries, kennels, feedlots and animal processing. It is acknowledged that some rural uses have potential impacts and that suitable measures are needed to protect nearby land uses.

Strategies

- (a) Support existing agriculture pursuits, while encouraging the establishment and adoption of new farming practices.
- (b) Promote a range of rural and associated uses compatible with the capability of the land and where it appropriately addresses off-site impacts.
- (c) Support animal premises and rural industries where relevant site specific

matters are addressed and appropriate buffers are provided.

- (d) Require proponents of animal premises and rural industries to address management considerations near the Dryandra Woodland.
- (e) Control the number of dwellings on rural lots.

Actions

The Shire of Cuballing will:

- (a) Rename the 'General Agriculture' zone to 'Rural' in the new local planning scheme.
- (b) In the new local planning scheme, review the permissibility of uses based on State Planning Policy 2.5 and Policy DC3.4.
- (c) In the new local planning scheme, include provisions to control the development of second/multiple houses on rural land and provisions requiring a development application for land with no legal or constructed road access.
- (d) Provide advice to the WAPC on subdivision applications which is guided to WAPC policy. In particular, to not generally support additional lots in rural areas but generally support boundary realignments.
- (e) Provide advice to the WAPC on homestead lot subdivision applications that it does generally not support creating an additional lot but will generally support a boundary realignment.

3.5.2 Industry

There are opportunities for industrial and ancillary activities to be undertaken throughout much of the district. However, those activities should not have a detrimental impact on the amenity of adjacent areas. The district does not currently have an industrial estate.

Strategies

- (a) Require proponents of industrial development to demonstrate that impacts/emissions (including noise,

dust and other impacts) meet the relevant environmental and regulatory standards.

- (b) Support investigations to identify, secure and develop an industrial estate in the vicinity of the Cuballing townsite.
- (c) Support the development of a rural industry precinct at Yornaning for transport or related rural industries.

Actions

The Shire of Cuballing will:

- (a) Liaise with relevant stakeholders to identify and provide suitably located and serviced industrial land within the district.

3.5.3 Commercial

The Cuballing and Popanyinning town centre will increasingly be the focal point of the townsites. The town centres, shown as Commercial/Business on the Strategy Plans, should be enhanced through continued commercial development on this street and aesthetic improvements such as the undergrounding of power lines.

The Council recognises that the proximity of the district to the Narrogin regional centre has restricted large scale commercial development and will continue to do so in the immediate and medium term future. There is scope to attract some forms of commercial development that would not necessarily want to locate in Narrogin, but requires close proximity to a regional centre. In this situation, Cuballing would provide an ideal location.

Strategies

- (a) Encourage the consolidation of commercial uses in the town centres to create a compact and attractive environment.
- (b) Support and enhance business and commercial activity in the town centres.

Actions

The Shire of Cuballing will:

- (a) Ensure that there is adequate area for commercial development to meet the future needs of the projected population.
- (b) Prioritise the development of the town centre through favourable assessment of development proposals in the town centre.
- (c) Commit funds to improve the town centre streetscape including landscaping, paving, drainage and building renovation improvements.
- (d) To continue to provide flexibility for proposed land uses within the Rural Townsite zone.

3.5.4 Tourism

The district's tourism industry could be enhanced by a number of initiatives including developing a greater range of tourist facilities (both accommodation and activities) and enhancing townscapes.

Strategies

- (a) Support the development of a range of tourist facilities in appropriate locations subject to the proponent appropriately addressing relevant considerations (e.g. environmental impact, landscape, land use compatibility, the provision of services and bushfire risk management considerations).
- (b) Encourage development which is sympathetic with the district's architectural style.
- (c) Support the development of tourist attractions on Crown land where appropriate including at the Dryandra Woodland.
- (d) Support tourism based on the district's natural and cultural assets.

Actions

The Shire of Cuballing will:

- (a) Include provisions in the new local planning scheme, which allow for well-designed tourist accommodation facilities.

- (b) Promote the district as a tourist destination.
- (c) Maintain and develop high-quality tourist facilities such as public toilets, parks, reserves and streetscapes.
- (d) Examine opportunities to develop trails in the district.
- (e) Investigate opportunities to develop an iconic tourist event and/or attraction within the district.

3.4.5 Regional Facilities

The district has opportunities to accommodate facilities that serve a regional or sub-regional catchment such as recreational venues, landfills and a cemetery/crematorium.

Strategies

- (a) Generally support regional facilities where relevant site specific matters are addressed and appropriate buffers are provided.

Actions

The Shire of Cuballing will:

- (a) In the new local planning scheme, review the permissibility of uses based on State Planning Policy 2.5 and Policy DC3.4.

3.6 Environment and Conservation

3.6.1 Topography

The district's visual amenity, created by its landscapes and vistas, is one of its key assets and needs to be conserved and maintained wherever possible.

Strategies

- (a) Ensure that the district's landscape and scenic qualities are conserved and maintained through the use of appropriate development controls.
- (b) Ensure that development reflects and enhances the district's natural, cultural, visual and built character.
- (c) Protect and enhance landscapes and their visual amenity, as well as the character of 'view-sheds' associated with main roads and tourist routes.

- (d) Not support development and land use intensification that will have an unacceptable detrimental impact on the views from main roads and tourist routes.
- (e) Promote the rehabilitation, revegetation and restoration of denuded areas.
- (f) Require, where appropriate, that proponents prepare a visual impact assessment in accordance with the *Visual Landscape Planning Manual*.

Actions

The Shire of Cuballing will:

- (a) Include provisions in the new local planning scheme that require development be designed and located so that it does not detrimentally impact on the landscape values of the area.

3.6.2 Geology and Mineral Resources

The planning system should ensure that mineral and basic raw material resources are available for extraction in the longer term, while making sure that their extraction, processing and/or transportation does not adversely affect the environment or the health of the district's residents.

In addition to ensuring that the potential impacts of mining/extraction operations are appropriately managed, the planning system needs to ensure that once mining/extraction operations have ceased the land is rehabilitated to a suitable standard.

Strategies

- (a) Support the extraction of minerals and basic raw materials in areas that are suitable in terms of existing land use, environmental considerations and vehicular access is appropriate.
- (b) Require buffer areas between mining/extraction operations and sensitive land uses.
- (c) Encourage the extraction of minerals and basic raw materials prior to the land being developed for other purposes.

Actions

The Shire of Cuballing will:

- (a) Work with the Department of Mines, Industry Regulation and Safety to safeguard areas of high mineral prospectively.
- (b) Require the proponents of proposals to extract minerals and basic raw material to prepare and implement management plans.

3.6.3 Waterways and Groundwater Resources

Strategies

- (a) Ensure activities that may raise salinity levels (that may jeopardise continued vegetation growth) are restricted.

Actions

The Shire of Cuballing will:

- (a) Support 'best practice' management strategies to improve salinity levels; soil acidity levels; soil water repellence levels; and reduce wind erosion susceptibility and subsoil compaction susceptibility.

3.6.4 Vegetation

The district contains significant areas of native vegetation. These areas provide fauna habitat and contribute to the district's biodiversity values. For these reasons, areas of native vegetation should be protected and, where possible, land should be rehabilitated and endemic plant species reintroduced. There are opportunities to strengthen and create environmental corridors. Indicative environmental corridors are shown on the Strategy Plan – District.

Strategies

- (a) Encourage the retention of native vegetation and restrict inappropriate clearing of native vegetation on privately owned land to protect, maintain and enhance the district's biodiversity and landscape values.
- (b) Support the restoration and protection of links between native

vegetation areas (environmental corridors), to provide connections for a range of fauna species.

- (c) Support the creation of conservation lots where it would be justified by the conservation value of the native vegetation and the proponent has appropriately addressed the relevant planning considerations (e.g. land use compatibility, landscape protection and bushfire management).
- (d) Support rehabilitation where an area of native vegetation has become degraded.

Actions

The Shire of Cuballing will:

- (a) Condition subdivision and development applications to ensure that native vegetation is retained and revegetation is promoted.
- (b) Introduce an Environment Special Control Area in the new local planning scheme for land near the Dryandra Woodland.
- (c) Have regard to the environmental impact of development proposals near the Dryandra Woodland.
- (d) Encourage the use of management plans, the creation of conservation lots and the provision of development exclusion areas to protect areas of significant native vegetation.
- (e) Progressively prepare management plans for reserves vested with the local government which have significant biodiversity values.
- (f) Examine measures to share the cost of protecting native vegetation areas on private land.

3.6.5 Climate Change

Effective planning seeks to pre-empt anticipated key changes and better assist communities to adapt to changing circumstances, including anticipated changes in the district's climate. Appropriate management of the risks, associated with these anticipated changes, is critical

throughout the development process. Adaptation measures may assist to reduce the implications of the most serious consequences of climate change.

Actions

The Shire of Cuballing will:

- (a) Monitor the impact of climate change and the implications for the natural and built environment and land use planning.

3.7 Hazards

3.7.1 Bushfire

Considerable portions of the district are vegetated which increases the risk of bushfire. This risk needs to be minimised wherever possible, with the aim of protecting life and property and reducing the impact of bushfire.

Strategies

- (a) Adopt a precautionary approach when assessing planning proposals (whether subdivision or development) that may be vulnerable to bushfire.
- (b) Control the location of development and use of land to avoid placing inappropriate developments in areas of extreme fire risk.
- (c) Only support subdivision and development if the proponent can demonstrate the proposal is consistent with *State Planning Policy No. 3.7: Planning in Bushfire Prone Areas*¹⁸ and any associated guidelines and regulations.
- (d) Not support proposals where there is an 'extreme' risk of bushfire occurring, unless permanent and realistic hazard level reduction measures have been (or can be) implemented.

- (e) Consider the risk of bushfire in the context of other considerations such as environmental impact, vegetation retention and landscape protection.
- (f) Have regard to the *Cuballing/Popanyinning Bushfire Hazard Level Assessment* as part of future planning proposals.

Actions

The Shire of Cuballing will:

- (a) Use broad-scale bushfire risk mapping prepared by the Department of Fire and Emergency Services.
- (b) Implement *State Planning Policy No. 3.7: Planning in Bushfire Prone Areas* and any related guidelines and regulations when assessing and determining proposals to develop the land.

3.7.2 Flooding

As outlined in section 2.6.2, there is no flood study in the district. The Strategy Plans show that there is a flood risk in parts of the Cuballing and Popanyinning townsites.

Strategies

- (a) When assessing proposals to subdivide or develop land near rivers and watercourses, decision makers should ensure that the risk of flooding is given due consideration when considering subdivision or development proposals. This includes considering State and local planning policies and adopting a precautionary approach to flood risk.
- (b) Not support development within flood risk areas which could adversely affect the flow of floodwaters or where upstream, downstream, adjoining and nearby flood levels will increase, or where the risk to people and property could be increased.

¹⁸ *State Planning Policy No. 3.7: Planning in Bushfire Prone Areas* is available online from:
<http://www.planning.wa.gov.au/State-planning-policies.asp>

- (c) The local government expects proponents of development adjacent to a river or waterway to demonstrate that the proposed development would be safe from flood risk and would not increase the risk further upstream or on nearby properties.
- (d) The local government may impose conditions to reduce flood risk including relating to development location, building floor level height and the form of construction.

Actions

The Shire of Cuballing will:

- (a) Seek the Department of Water and Environmental Regulation's advice in respect of proposals within flood risk land where the proposal:
 - (i) could increase the risk or impact from major river flooding;
 - (ii) could be adversely affected by flooding; or
 - (iii) could adversely affect the natural flood carrying capacity of floodplains.

assessing and determining the proposal.

Actions

The Shire of Cuballing will:

- (a) Maintain and, where required, review and update its municipal heritage inventory and the Heritage List.
- (b) Identify a Heritage Area covering relevant portions of the Cuballing town centre.
- (c) Investigate the provision of a Special Character Area (Special Control Area) in portions of the Cuballing and Popyanning townsites.
- (d) Investigate opportunities to enhance heritage and townscape.

3.8 Heritage

The district contains a number of sites of heritage and cultural value, which should be protected and promoted.

Strategies

- (a) Protect and conserve sites of significant heritage and cultural value.
- (b) Have due regard for the ethnographic and archaeological implications of development proposals.
- (c) Have due regard for policies relating to the protection and conservation of heritage sites when assessing and determining development proposals.
- (d) Have due regard for the potential heritage implications of a development proposal when

4 Implementation

Implementation of the Strategy will progressively occur using various tools including the local planning scheme, local planning policies, working in partnership and effective governance. In addition to matters that the local government is able to directly influence, there are also various other factors including associated demands, financial feasibility and securing funding.

4.1 Local Planning Scheme

A key component of implementing the Strategy is through the local planning scheme. A review of Town Planning Scheme No. 2 is required to determine if it is up-to-date and complies with the *Planning and Development (Local Planning Schemes) Regulations 2015* or whether a new Local Planning Scheme is required in the shorter time.

In time, the preparation of the *Shire of Cuballing Local Planning Scheme No.3 (LPS3)* presents a significant opportunity to achieve effective implementation. The local government proposes the following zones in LPS3:

- Rural Townsite;
- Rural Residential;
- Rural Smallholdings;
- Rural;
- Commercial;
- General Industry; and
- Special Use.

Other land, generally managed by the State Government or the local government, will be reserved which reflects the predominant land use or tenure. It is expected that various new reserves will be introduced and/or renamed to account for the *Planning and Development (Local Planning Schemes) Regulations 2015*. This includes:

- Public Open Space;
- Environmental Conservation;
- State Forest;
- Civic and Community;

- Public Purposes;
- Infrastructure Services; and
- Recreation.

4.1.1 Special Control Areas

Special control areas are implemented through local planning schemes, which contain provisions for each special control area. These provisions apply in addition to the provisions that relate to the underlying zone or reservation and any general provisions of the Scheme.

It is proposed that LPS3 will contain the following special control areas:

- Heritage;
- Environment (related to the Dryandra Woodland); and
- Special Character Area.

4.2 Local Planning Policies

Local planning policies are an important adjunct to the local planning scheme, as they can set out planning requirements and respond more-efficiently to changing circumstances. A review of existing local planning policies and the formulation of new local planning policies (where required) will be undertaken during the preparation of the new local planning scheme, as this will assist with the implementation of the new local planning scheme.

The formulation, review and amendment of local planning policies, to ensure their consistency with the local planning scheme, should be a continual process.

4.3 Monitoring and Review

The timeframe of the Strategy extends to between 10 and 15 years. Many changes, not always foreseen, may occur during this time, and State, regional and local priorities and objectives may change. For instance, new land use and development opportunities and challenges, will arise during this time and some of the changes will not be foreseen today. They may result from factors such as innovations in technology, restructuring of the economy and the workforce, and diverse

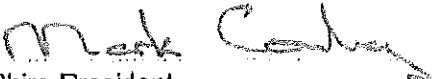
and changing community needs and aspirations.

To ensure the Strategy remains relevant, the Shire will monitor and as required review the Strategy. Any proposed changes to the Strategy will be the subject of community and stakeholder consultation, prior to their endorsement.

Local Planning Strategy Endorsements

Local Planning Strategy Adoption

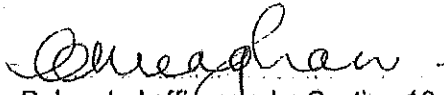
Prepared and adopted by the Council of the Shire of Cuballing at the meeting of the Council held on 19th October 2017, for the Western Australian Planning Commission's certification consideration.


Shire President


Chief Executive Officer

WAPC Public Advertising Certification

Certified for public advertising by the Western Australian Planning Commission on 27 March 2018 pursuant to Regulation 12 (4) of the *Planning and Development (Local Planning Scheme) Regulations 2015*.


Delegated officer under Section 16
of the *Planning and Development Act 2005*

Local Government Final Adoption

Adopted for final endorsement by the Council of the Shire of Cuballing at the meeting of the Council held on

Shire President

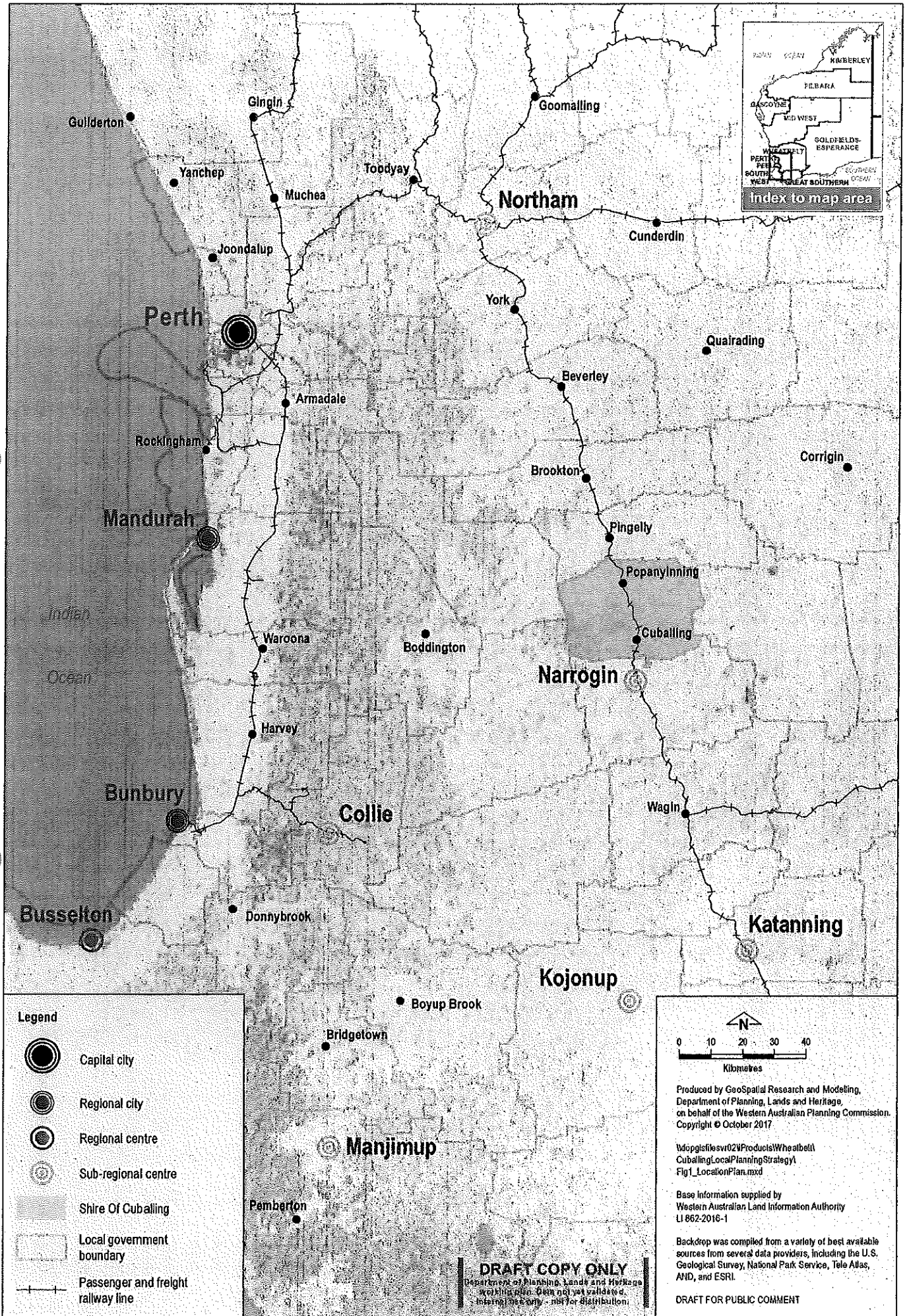
Chief Executive Officer

WAPC Endorsement

Endorsed by the Western Australian Planning Commission at the meeting of the Commission on , pursuant to Regulation 15 (1) of the *Planning and Development (Local Planning Scheme) Regulations 2015*.

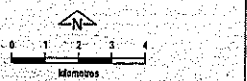
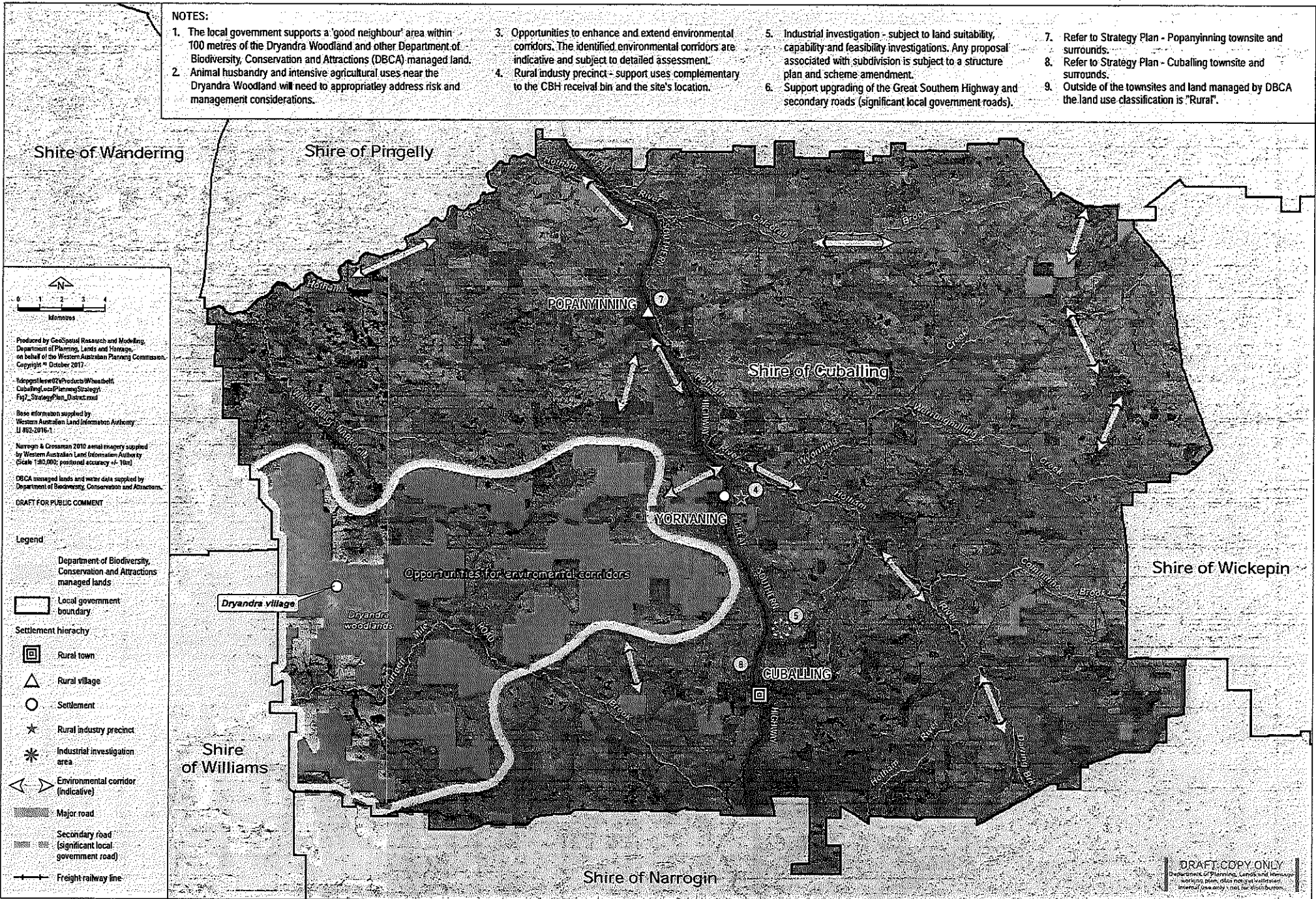
Delegated officer under Section 16
of the *Planning and Development Act 2005*

FIGURES



NOTES:

1. The local government supports a 'good neighbour' area within 100 metres of the Dryandra Woodland and other Department of Biodiversity, Conservation and Attractions (DBCA) managed land.
2. Animal husbandry and intensive agricultural uses near the Dryandra Woodland will need to appropriately address risk and management considerations.
3. Opportunities to enhance and extend environmental corridors. The identified environmental corridors are indicative and subject to detailed assessment.
4. Rural industry precinct - support uses complementary to the CBH receive bin and the site's location.
5. Industrial investigation - subject to land suitability, capability and feasibility investigations. Any proposal associated with subdivision is subject to a structure plan and scheme amendment.
6. Support upgrading of the Great Southern Highway and secondary roads (significant local government roads).
7. Refer to Strategy Plan - Popanyinning townsite and surrounds.
8. Refer to Strategy Plan - Cuballing townsite and surrounds.
9. Outside of the townsites and land managed by DBCA the land use classification is "Rural".



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Narragah & Crossman 2010 aerial imagery supplied
by Western Australian Land Information Authority
(Scale 1:80,000; positional accuracy +/- 10m)

DBCA managed lands and water data supplied by
Department of Biodiversity, Conservation and Attractions.

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- Legend
- Department of Biodiversity, Conservation and Attractions managed lands
 - Local government boundary
 - Settlement hierarchy
 - Rural town
 - Rural village
 - Settlement
 - Rural industry precinct
 - Industrial investigation area
 - Environmental corridor (indicative)
 - Major road
 - Secondary road (significant local government road)
 - Freight railway line

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NOTES:

1. Commercial/Business area. To promote the consolidation and enhancement of the town centre by providing for a range of compatible land uses and opportunities for residential infill to R10, where suitable and capable.
2. Rural residential area. Opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.
3. Flood risk land. The local government adopts a precautionary approach to new development near watercourses.
4. Future rural residential area. Lot sizes to be determined by bushfire risk, servicing and land suitability and capability.
5. Future rural smallholdings area. Lot sizes 4-40 ha. Transition of lot sizes required with appropriate separation distances provided to agricultural land and reserves, in accordance with a Structure Plan.
6. Industrial investigation area.
7. Retain landscape amenity on key entrances to town and enhance entry points.
8. Improve rail crossing with safer pedestrian crossing.
9. Investigate opportunities to use Crown land for appropriate urban uses.
10. Retain agriculture.
11. Need to address two access routes prior to resubdivision.
12. Future residential area. Need to provide opposite buffer to agriculture.

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Fig2_StrategyPlan_Cuballing.mxd

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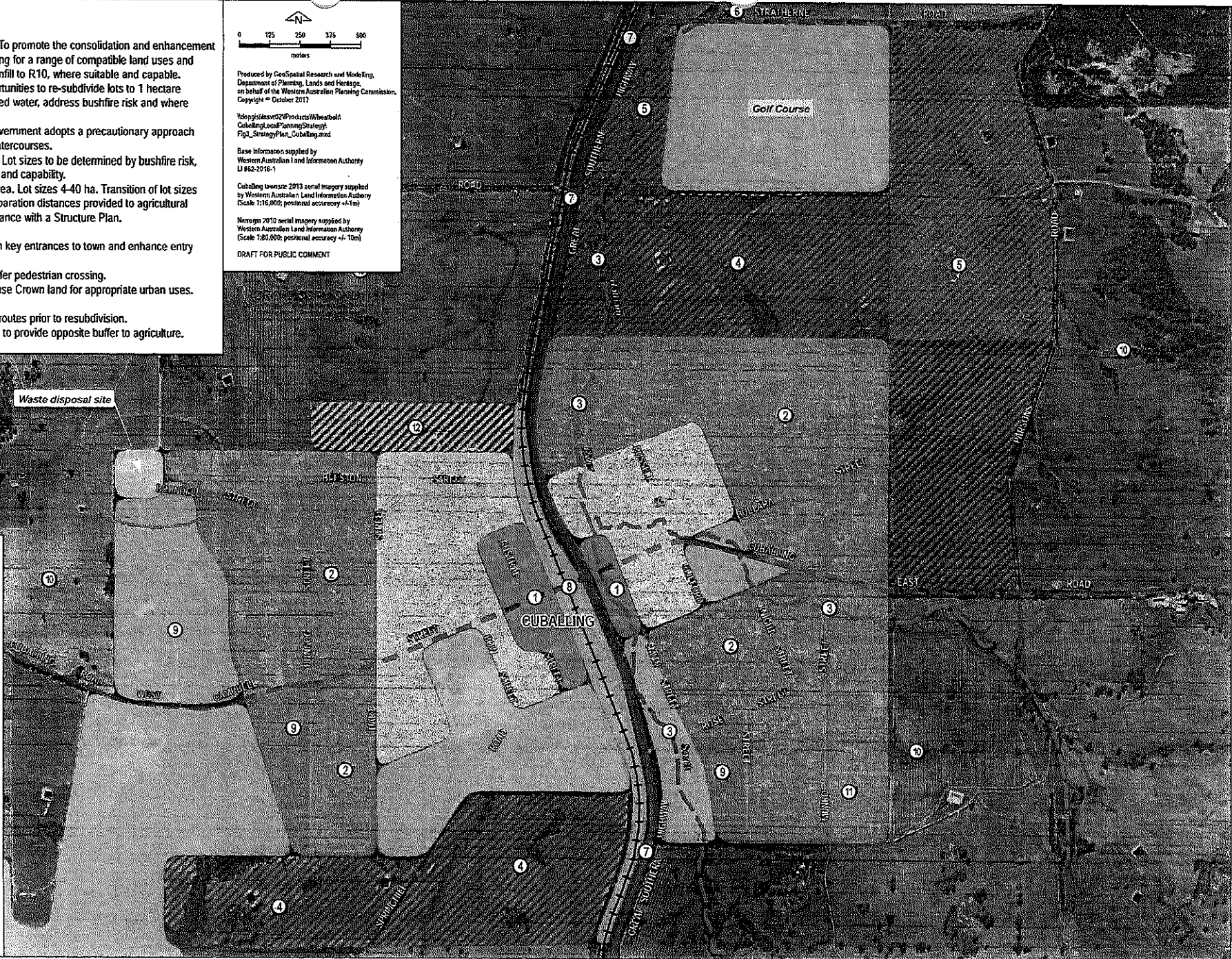
Cuballing townsite 2013 aerial imagery supplied
by Western Australian Land Information Authority
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Perth 2010 aerial imagery supplied by
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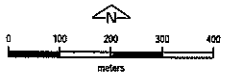
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Legend

- Freight railway line
- Major road
- Secondary road (significant local government road)
- Waste disposal indicative buffer
- Watercourse
- Commercial/Business
- Future residential
- Future rural residential
- Future rural smallholdings
- Public purposes
- Recreation/Conservation
- Residential
- Rural residential



- NOTES:
1. Commercial/Business area. To provide for a range of compatible land uses and opportunities for residential infill to R10, where suitable and capable.
 2. Residential area. Focus future residential development in this area.
 3. Rural residential area. Opportunities to re-subdivide rural residential lots to 2 hectares where connected to reticulated water, address bushfire risk and where suitable and capable.
 4. Rural residential area. Expected limited re-subdivision unless drainage and road upgrading appropriately addressed, connection to reticulated water and address land suitability and capability.
 5. Flood risk land. The local government adopts a precautionary approach to new development near watercourses.
 6. Promote townscape improvement on Francis Street.
 7. Retain landscape amenity on key entrances to town and enhance entry points.
 8. Investigate opportunities to use Crown land for appropriate urban uses.
 9. Retain agriculture.
 10. Need to address two access routes prior to subdivision.
 11. Future rural residential area. Lot sizes to be determined by bushfire risk, servicing and land suitability and capability.



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Subproject: 27/Produce a final Shire of Cuballing Local Planning Strategy
 Fig_4_StrategyPlan_Popanyinning.mxd

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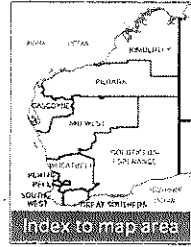
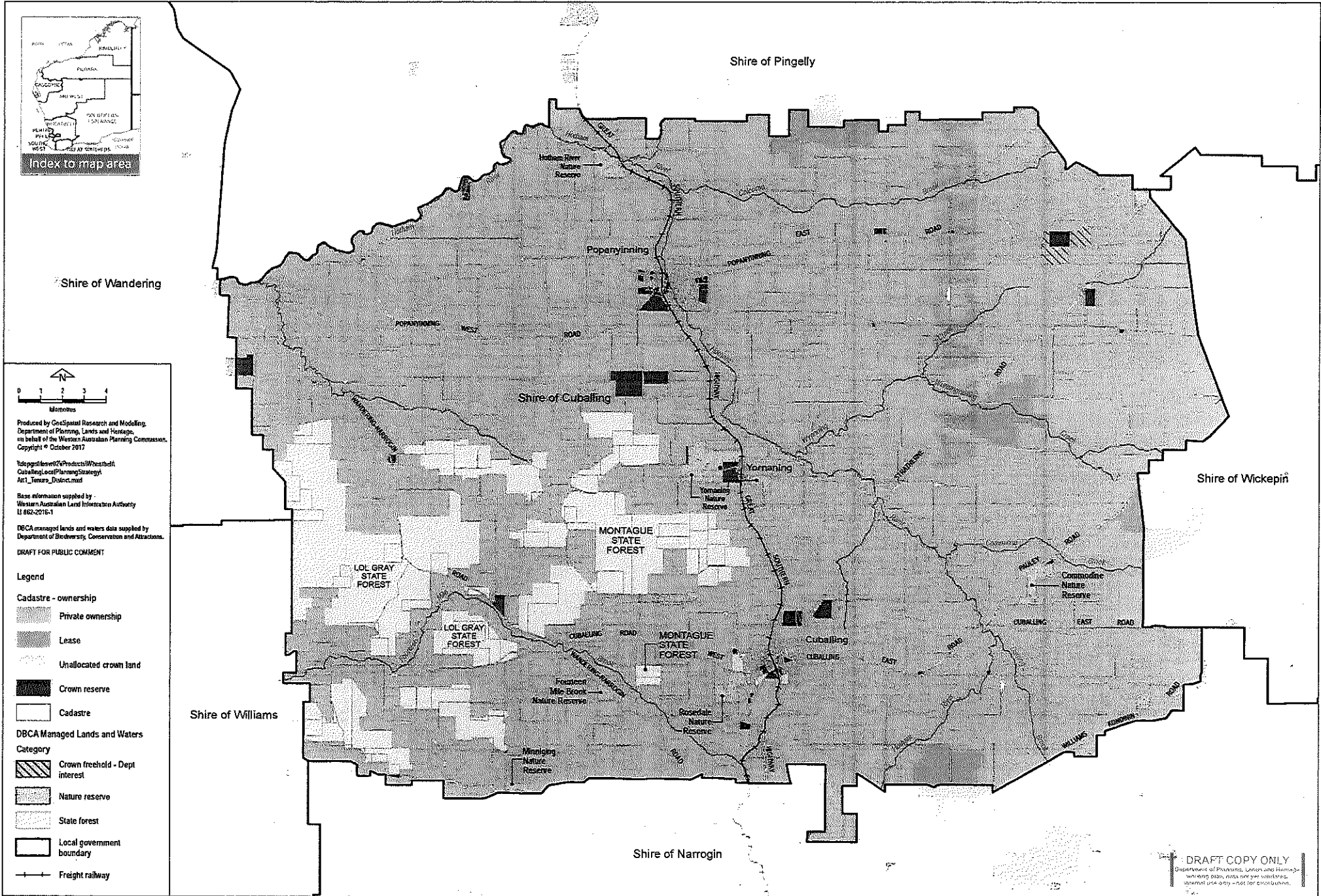
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- Legend
- Freight railway line
 - Major road
 - Secondary road (significant local government road)
 - Waste disposal indicative buffer
 - Watercourse
 - Commercial/Business
 - Public purposes
 - Future residential
 - Future rural residential
 - Recreation/Conservation
 - Residential
 - Rural residential



ATTACHMENTS



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DBCA managed lands and waters data supplied by
Department of Biodiversity, Conservation and Attractions.

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Legend

Cadastral - ownership

- Private ownership
- Lease
- Unallocated crown land
- Crown reserve

Cadastral

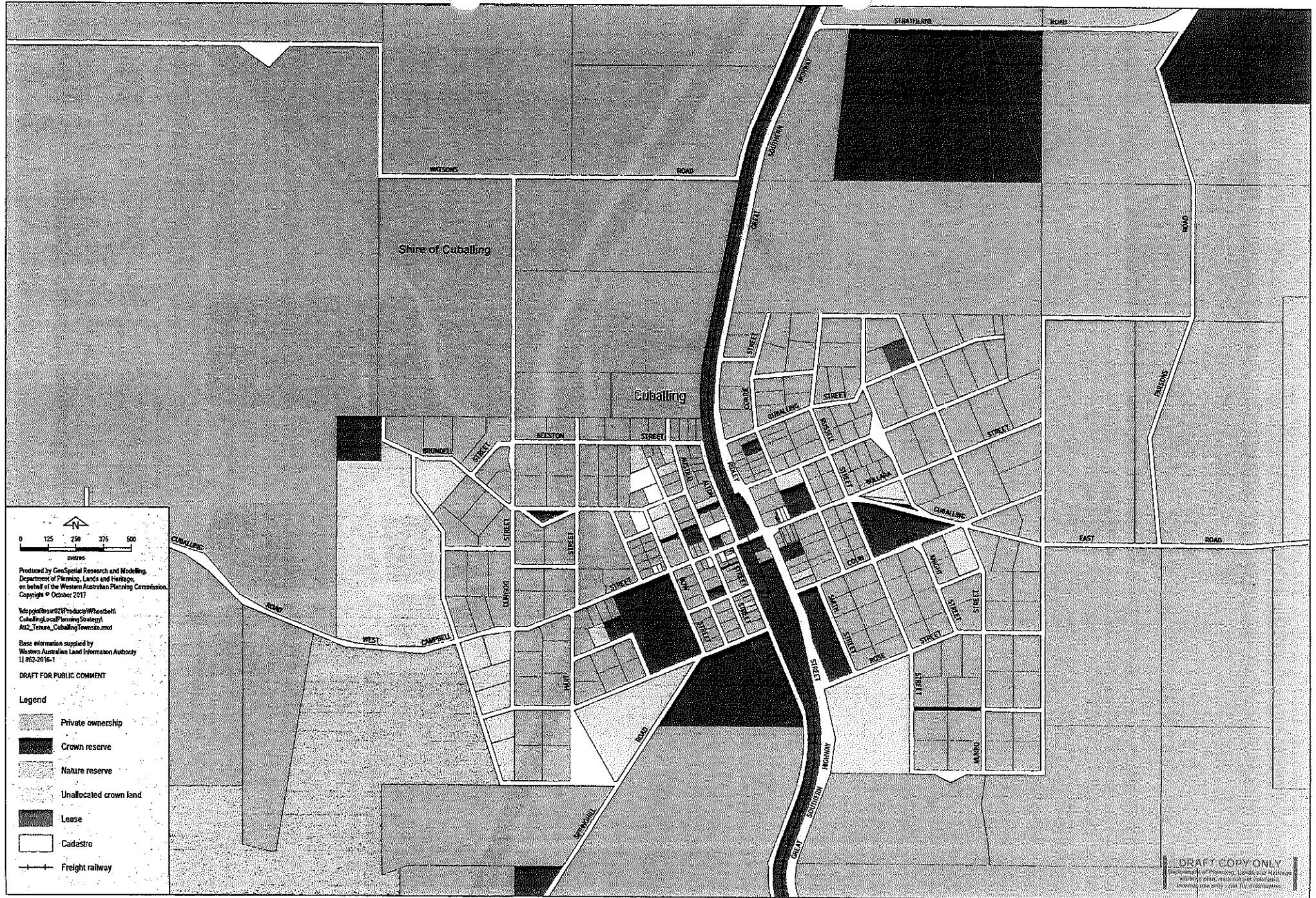
- Cadastral

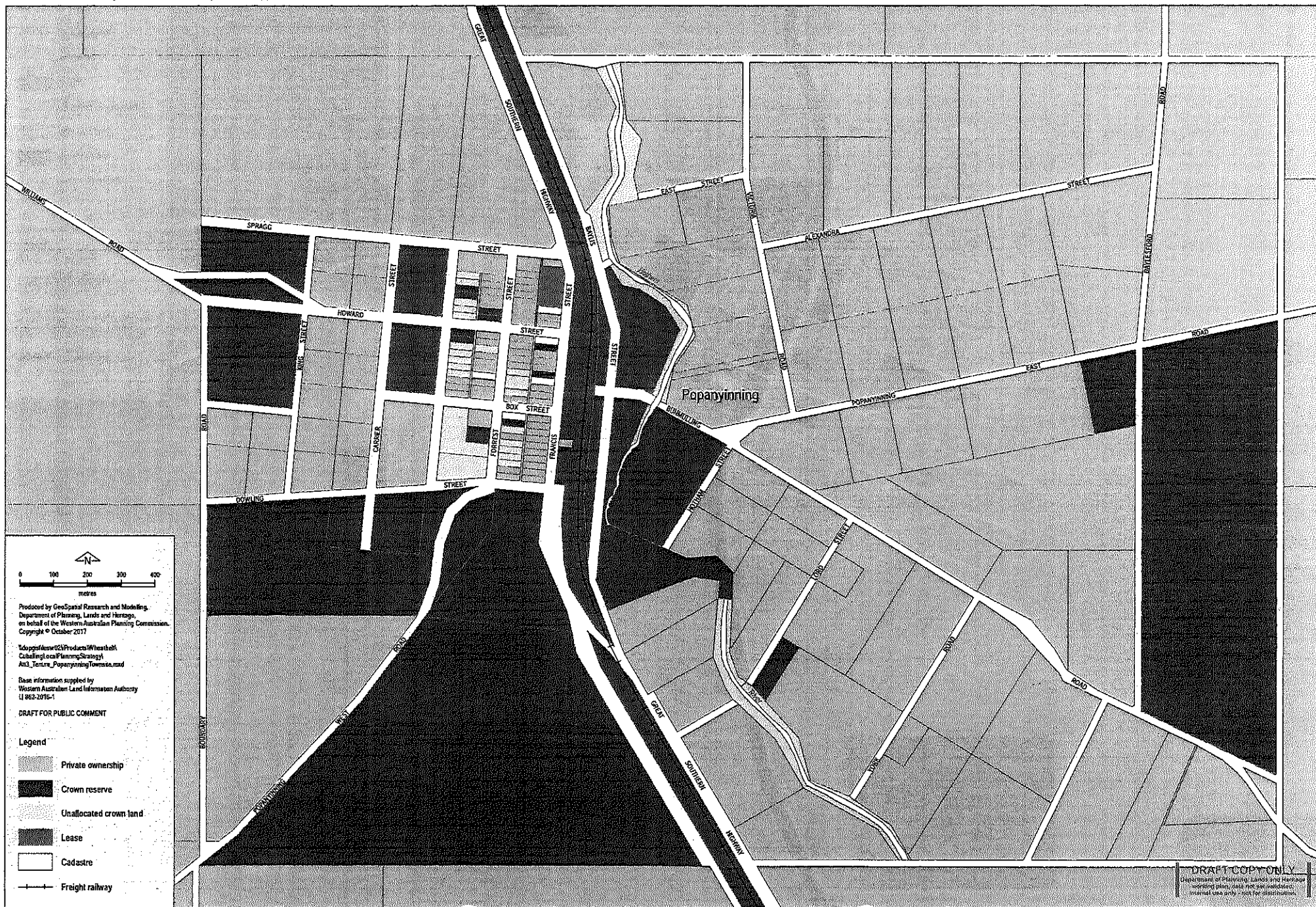
DBCA Managed Lands and Waters

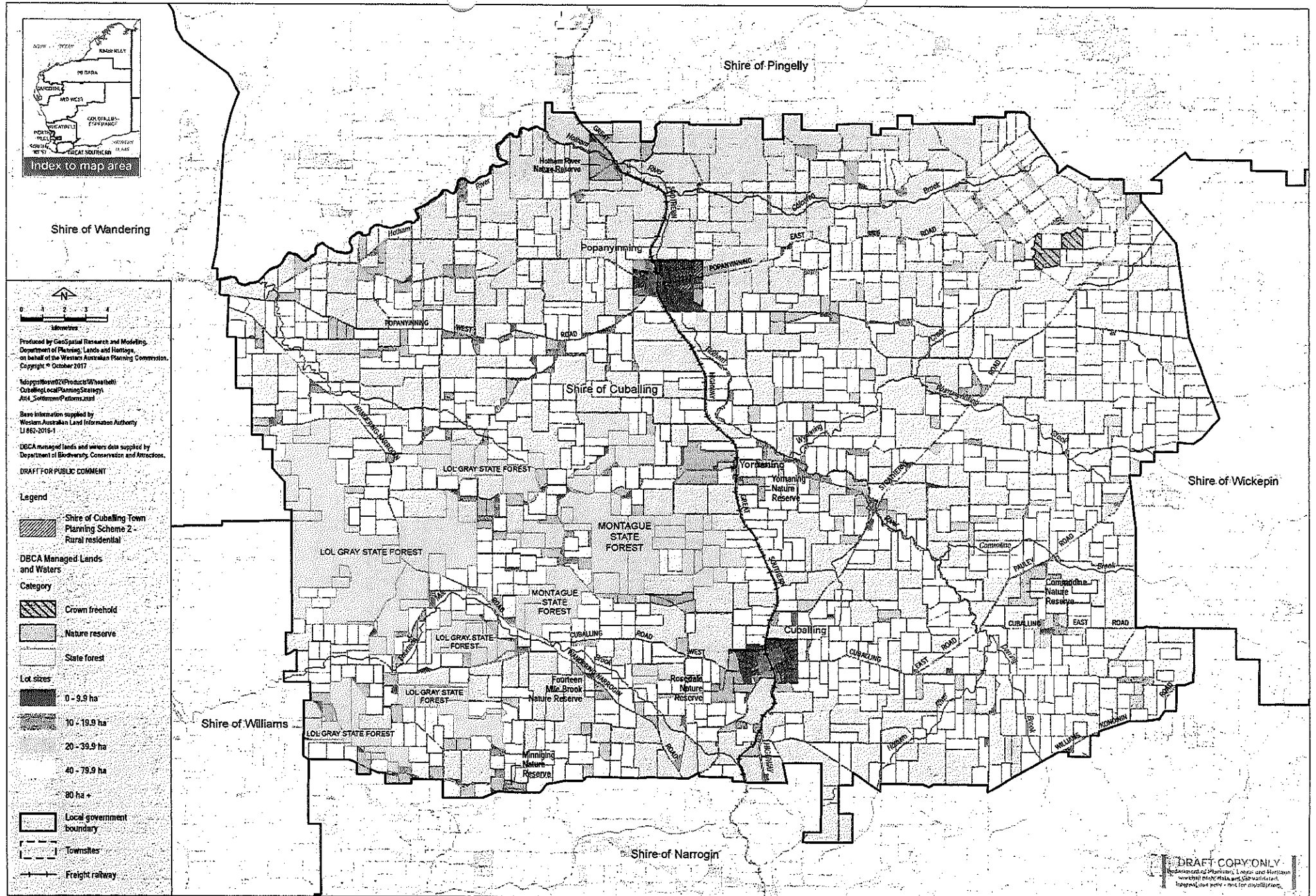
Category

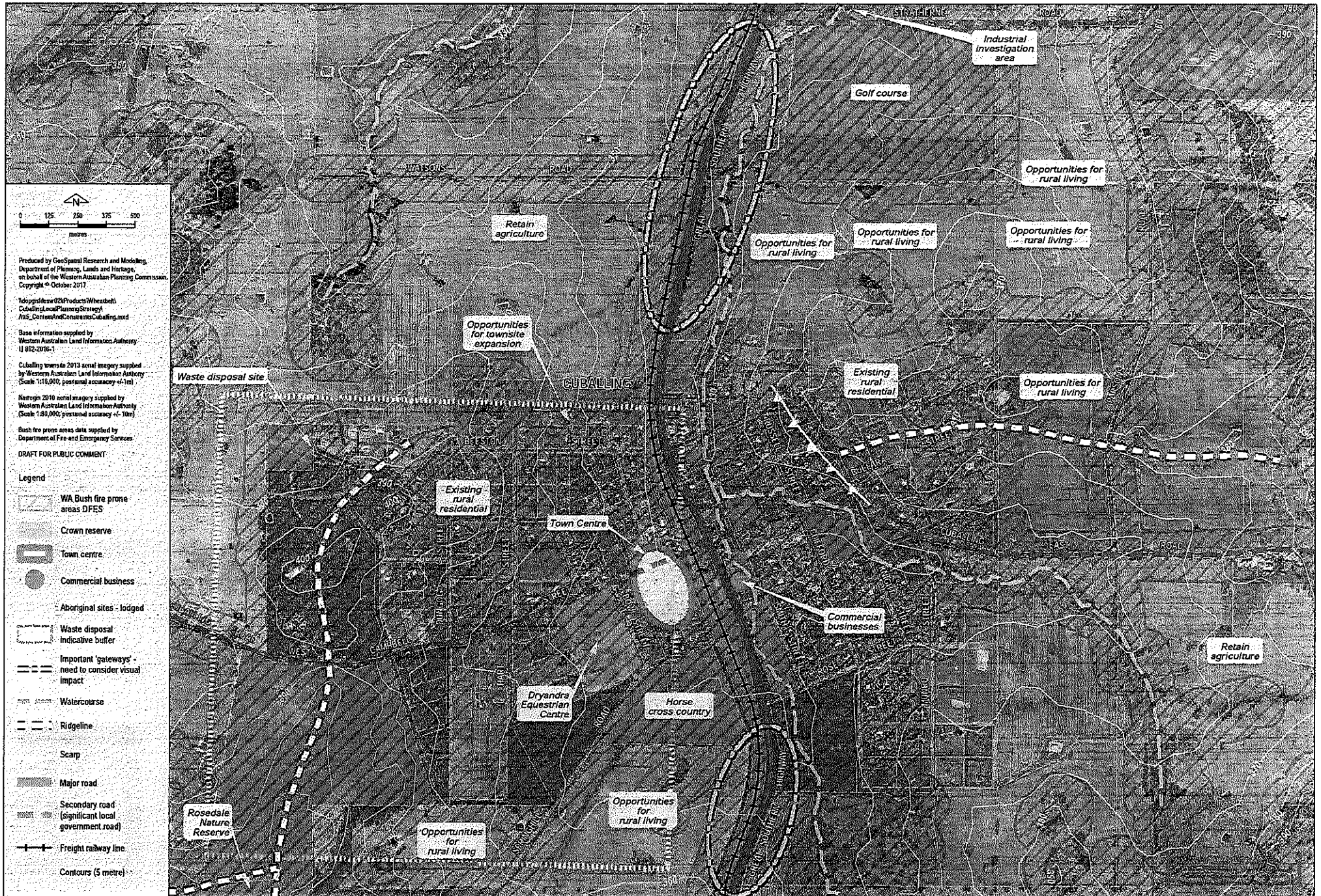
- Crown freehold - Dept interest
- Nature reserve
- State forest
- Local government boundary
- Freight railway

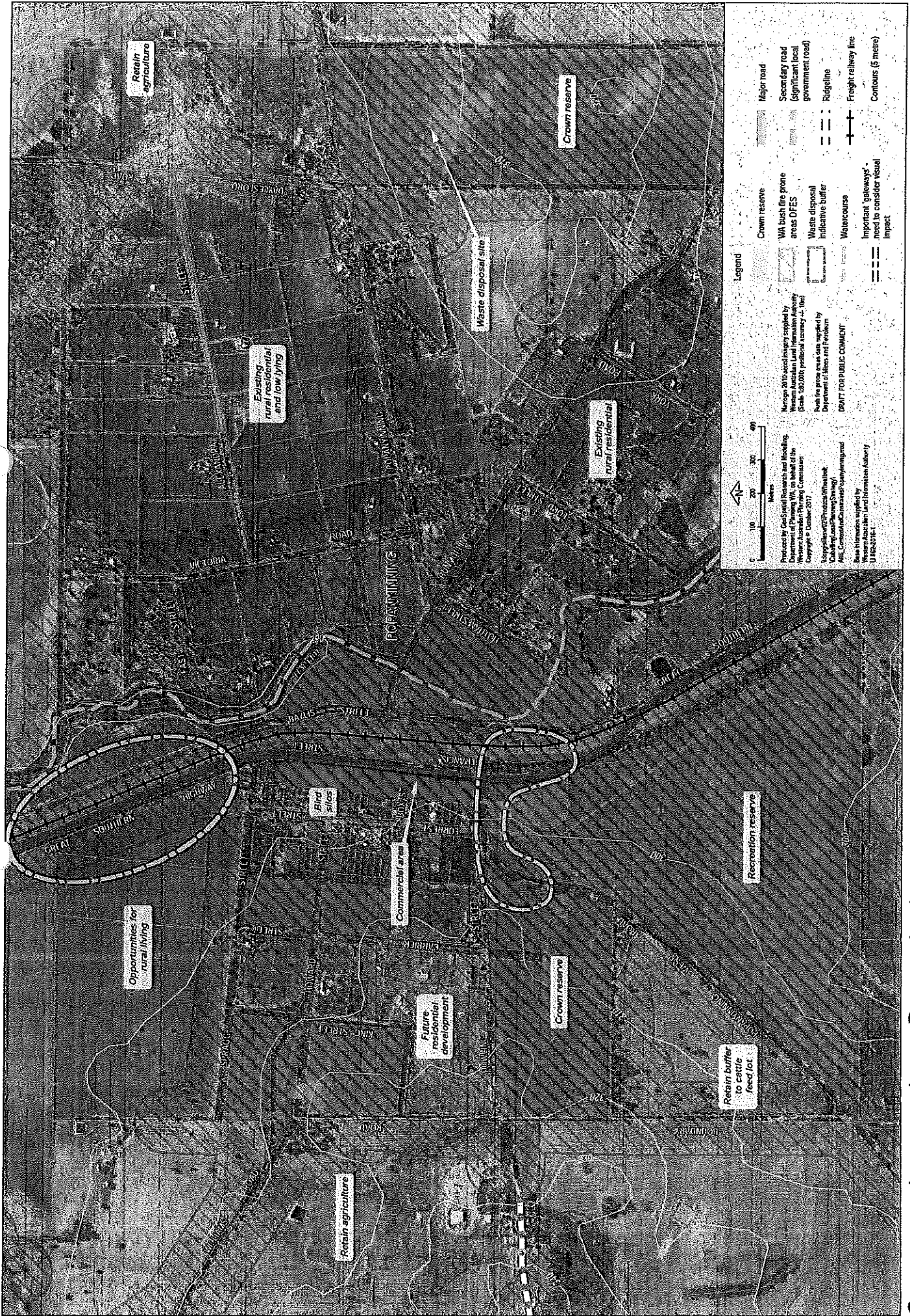
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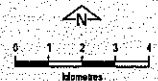
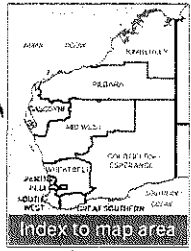
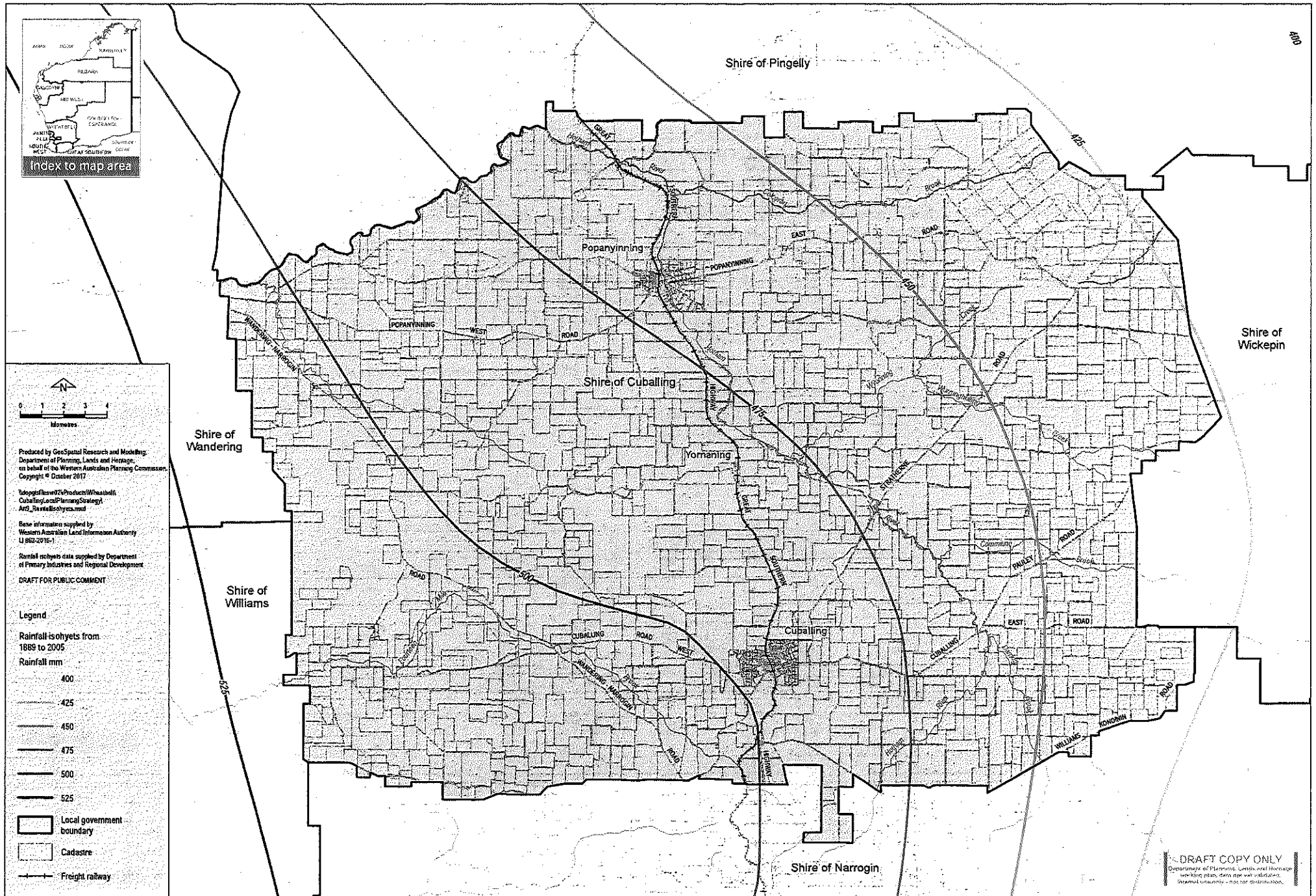












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Rainfall isohyets data supplied by Department
 of Primary Industries and Regional Development

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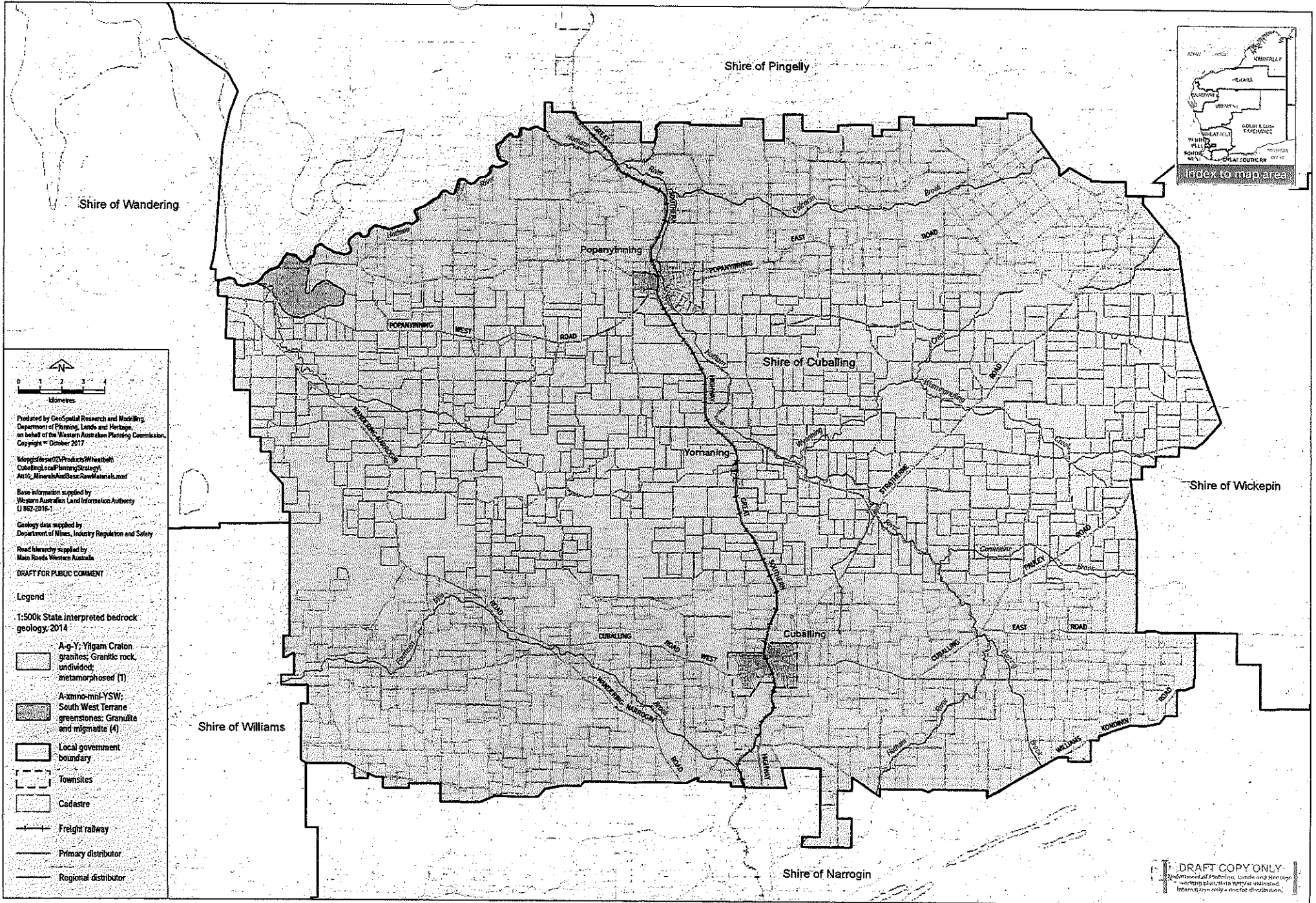
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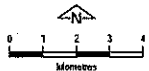
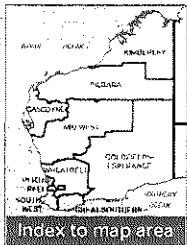
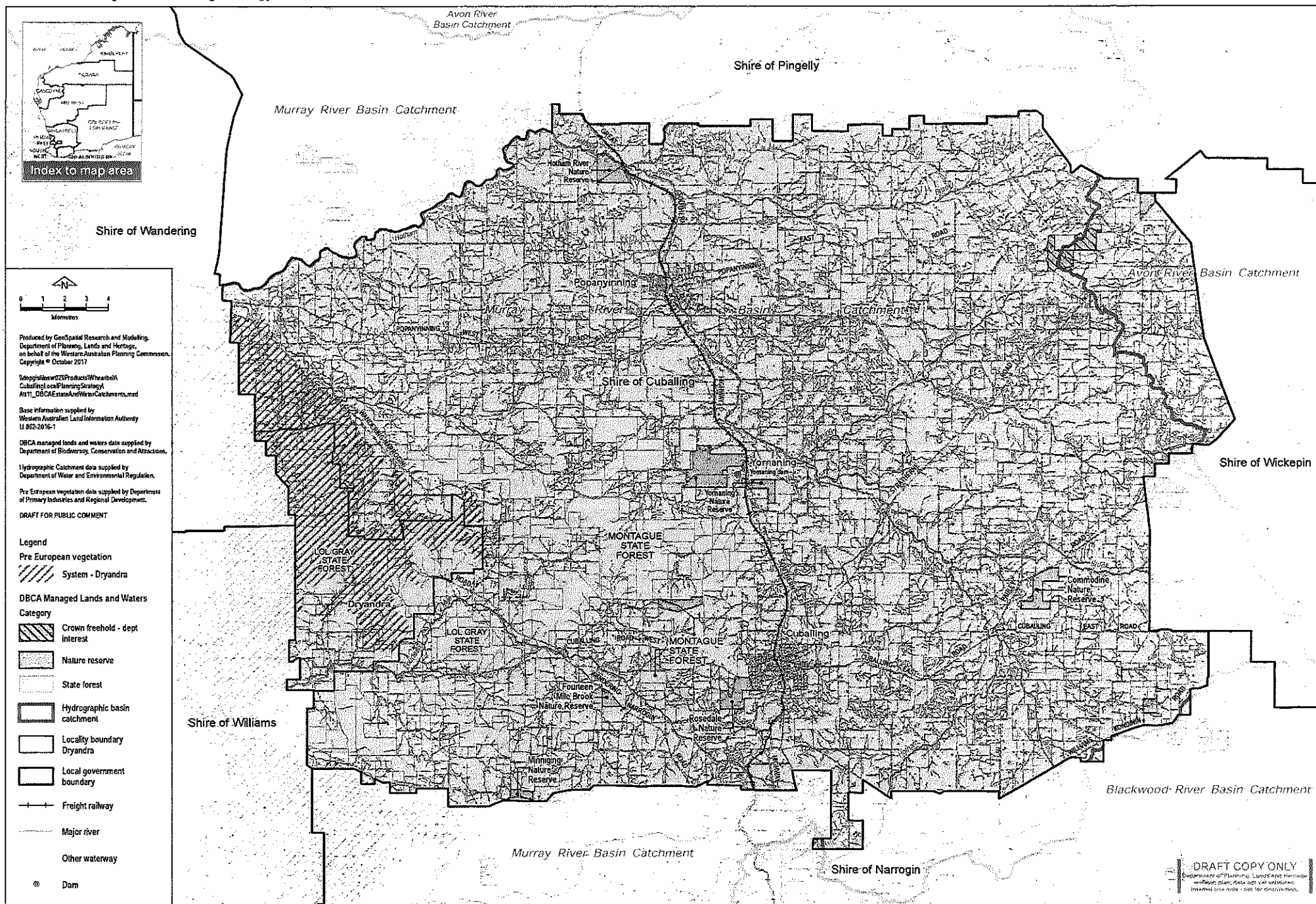
Rainfall isohyets from
 1889 to 2005
 Rainfall mm

- 400
- 425
- 450
- 475
- 500
- 525

- Local government boundary
- Cadastral
- Freight railway

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Topology: \\srs\GIS\Products\Wheatbelt\CuballingLocalPlanningStrategy\Att1_DBCA_EstatesAndWaterCatchments.mxd

Base Information supplied by
Western Australian Land Information Authority
LI 852-2016-1

DBCAs managed lands and waters data supplied by
Department of Biodiversity, Conservation and Attractions.

Hydrographic Catchment data supplied by
Department of Water and Environmental Regulation.

Pre-European vegetation data supplied by Department of
Primary Industries and Regional Development.

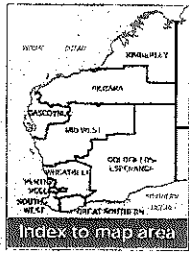
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Legend
Pre European vegetation
System - Dryandra

DBCAs Managed Lands and Waters
Category

- Crown freehold - dept interest.
- Nature reserve
- State forest
- Hydrographic basin catchment
- Locality boundary Dryandra
- Local government boundary
- Freight railway
- Major river
- Other waterway
- Dam

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For more information, please contact:
Information Centre - 1300 762 232



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CuballingLocalPlanningStrategy\A812_SalinityRisk.mxd

Base information supplied by
Western Australian Land Information Authority
LI 852-2016-1

Land Capability data supplied by Department
of Primary Industries and Regional Development.

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Legend

Salinity risk

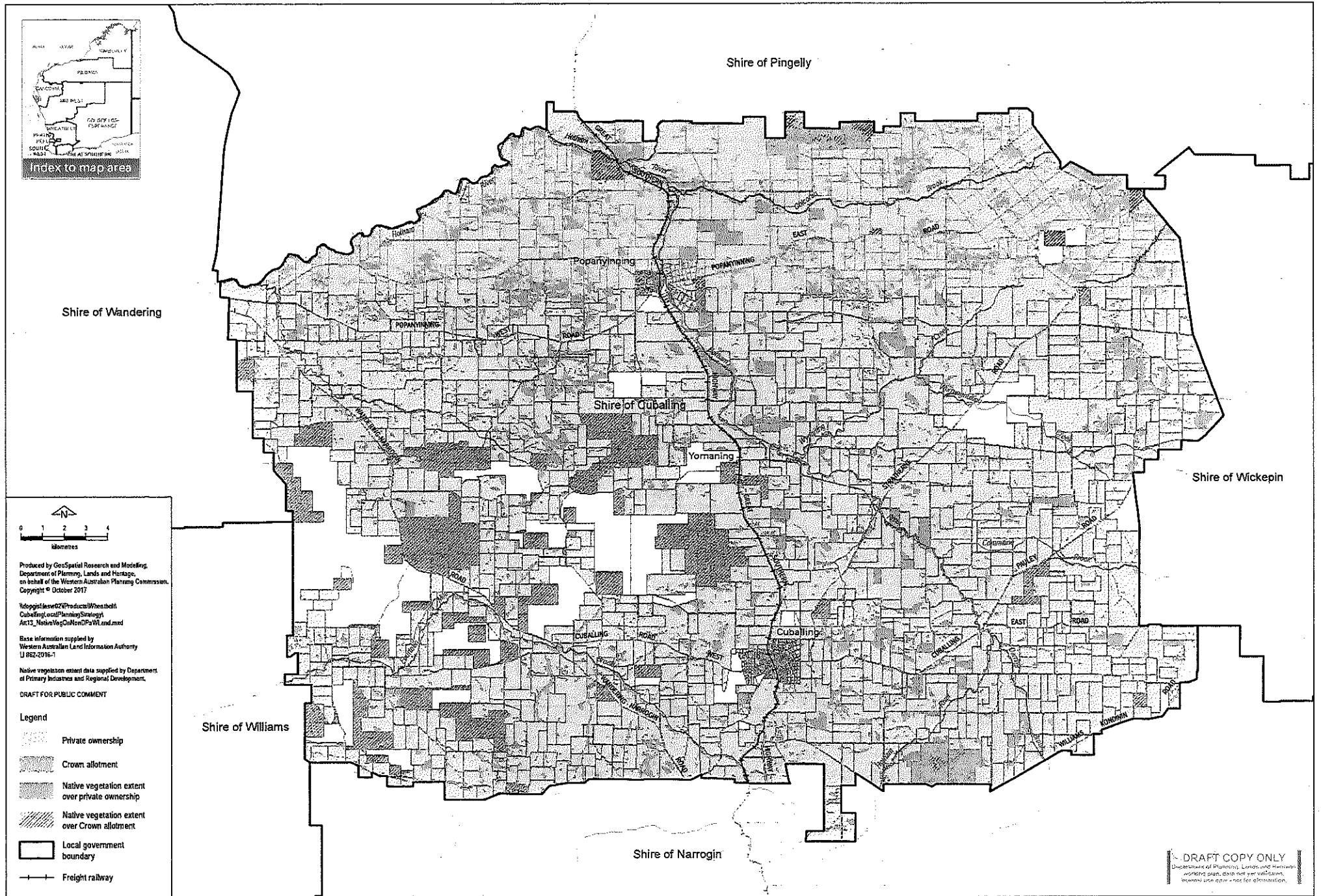
- <3%, Moderate or high salinity risk or presently saline
- 3 - 10%, Moderate or high salinity risk or presently saline
- 10 - 30%, Moderate or high salinity risk or presently saline
- 30 - 50%, Moderate or high salinity risk or presently saline
- 50 - 70%, Moderate or high salinity risk or presently saline
- >70%, Moderate or high salinity risk or presently saline
- Local government boundary
- Cadastre
- Freight railway

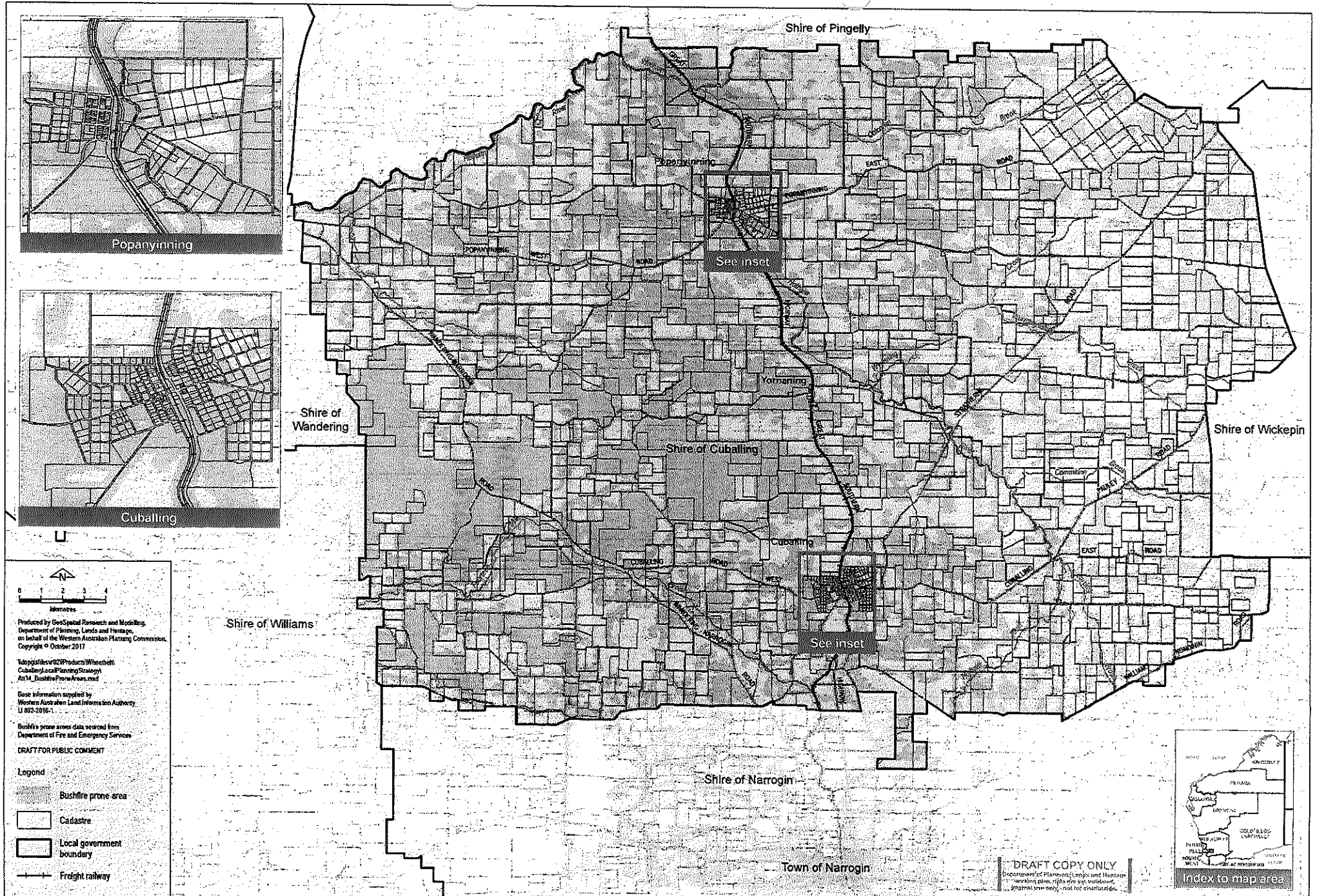
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Shire of Cuballing

Shire of Narrogin

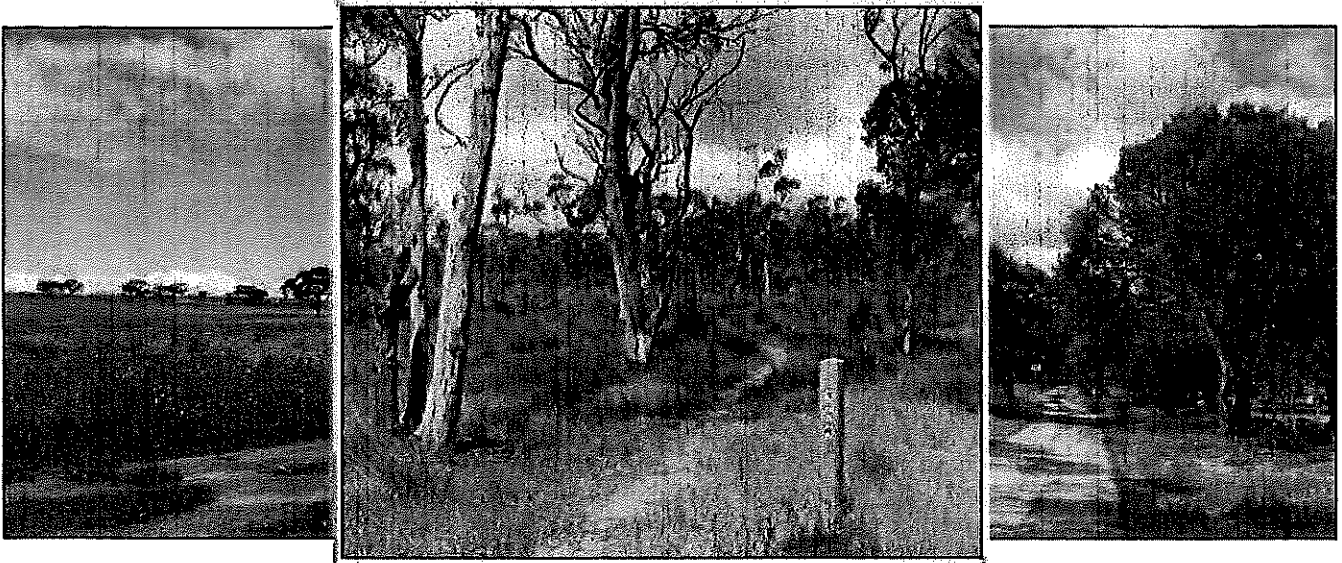
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Cuballing / Popanyinning



Local Planning Strategy Bushfire Hazard Level Assessment

LUSH FIRE & PLANNING
PO Box 114
Woodanilling WA 6316
0418 954 873
ABN 74 232 678 543

REF: 16-047
VER: B
November 2016

Attachment 15

1.0 INTRODUCTION

1.1 Background

This bushfire hazard level assessment is prepared for the Shire of Cuballing for the Cuballing and Popanyinning townsites. It focusses on proposed development investigation areas which have been identified in the draft local planning strategy. It also more generally examines the hazard and associated development issues for other precincts in the townsites.

The policy areas for this assessment are shown in Figures 1 and 2.

The project outputs are:

- showing bushfire prone areas;
- maps showing areas with low, moderate or extreme bushfire hazard levels;
- associated plans and photographs that cover matters such as slope, vegetation types, cadastre overlaying aerial photography and a location plan; and
- an associated report which is 'fit for purpose' outlining:
 - methodology;
 - findings;
 - implications - including on existing created lots/development along with possible future development areas;
 - whether further bushfire risk management planning is required to reduce the hazard level before development, intensification or rezoning may be considered; and
 - recommendations including bushfire risk management measures.

Bush fires occur annually throughout Western Australia with differing levels of intensity. There appears to be at least one "major" fire a year which results in the loss of dwellings.

The bush fires Roleystone (Perth Hills), Margaret River, Milyeannup and Waroona have resulted in a number of formal inquiries being conducted by the State Government. The most significant of these being:

- The Keelty Inquiry (2011) A Shared Responsibility – The Report of the Perth Hills Bushfire February 2011; and
- The Ferguson Inquiry (2016) Reframing Rural Fire Management Report of the Special Inquiry into the January 2016 Waroona Fire.

The recommendations from the Keelty Inquiry has led to the introduction of State Planning Policy 3.7 Planning in Bushfire Prone Areas.

Previous national inquiries (1) have recognised that land use planning is the single most important mitigation measure for preventing future disaster losses from bush fires in areas of new development.

1 Council of Australian Governments (2004), National Inquiry on Bushfire Mitigation and Management, Page 92.

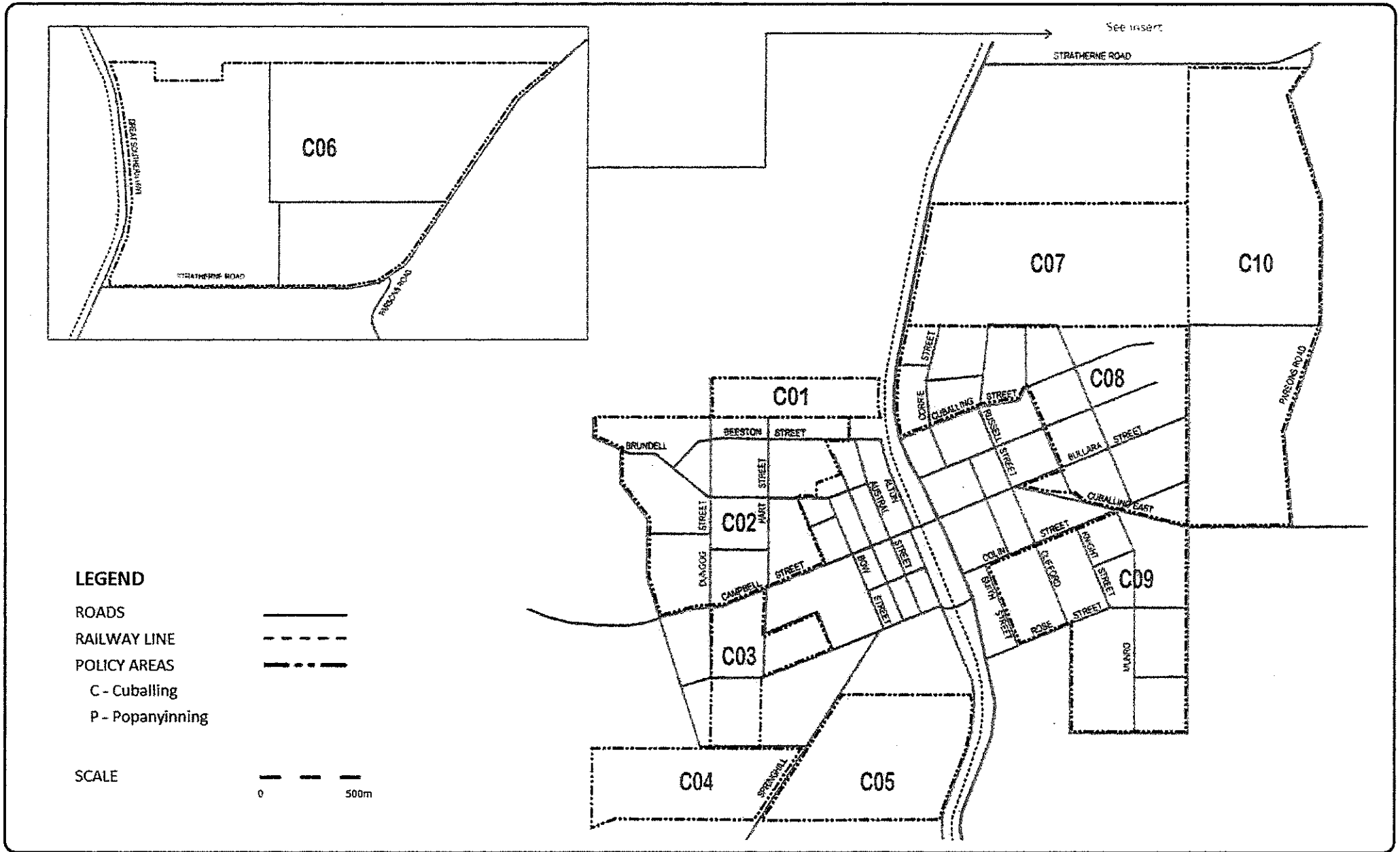


FIGURE 1
CUBALLING POLICY AREAS



Rev	Description	Date
A	Preliminary	13/10/2016



Job No 16-047

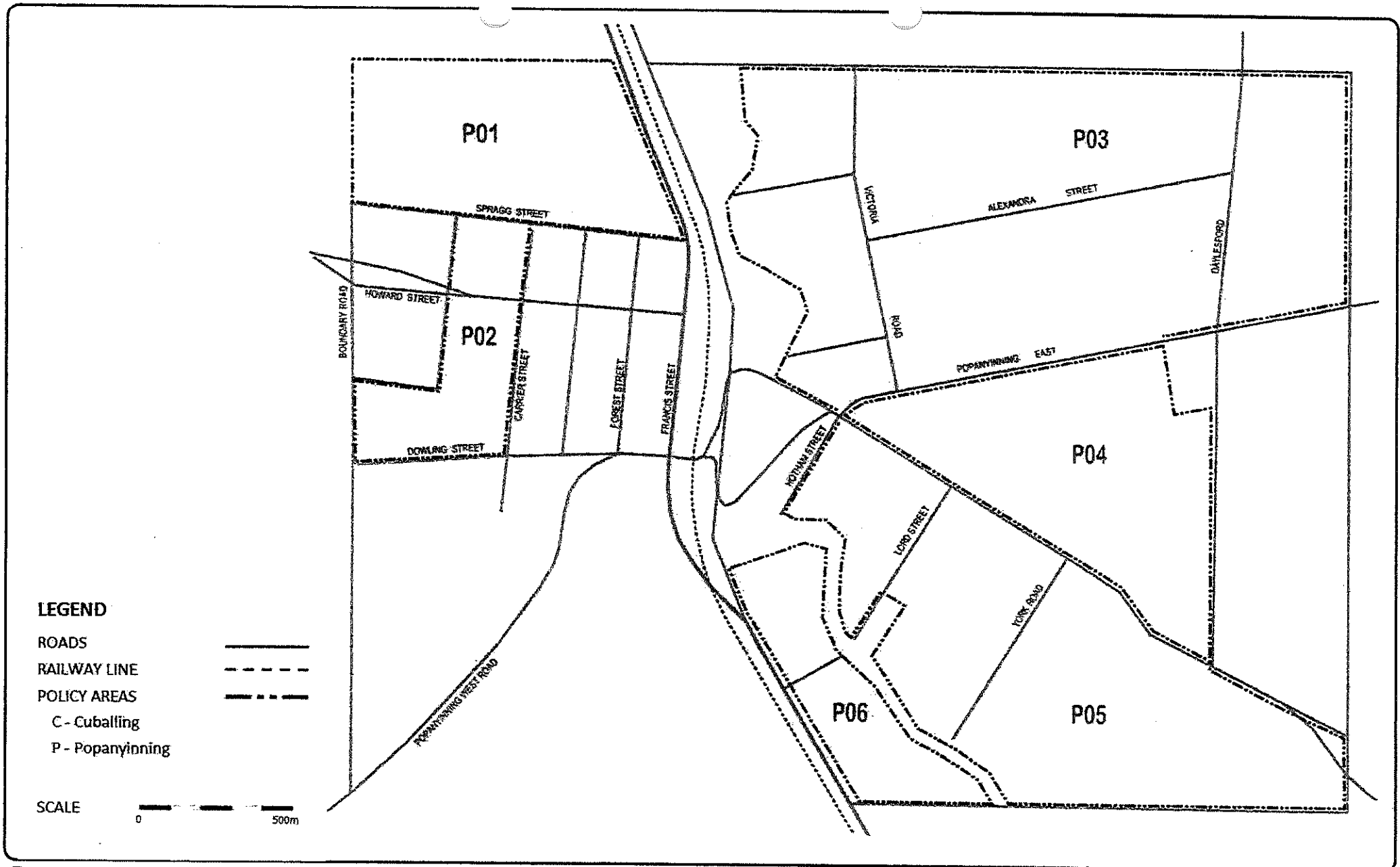


FIGURE 2
POPANYINNING POLICY AREAS



Rev	Description	Date
A	Preliminary	13/10/2016



1.2 Methodology and Assumptions

The bushfire hazard assessment in this report is a "broad brush" assessment to support the preparation of the local planning strategy. The purpose of the assessment is to:

- a) Identify areas with a moderate or extreme hazard rating which require a more detailed analysis before any development / subdivision occurs;
- b) To identify any wider bushfire management issues in the locality which should be considered; and
- c) Ensure that bushfire management measures are considered as early as is possible in the planning process.

The bushfire hazard level assessment has been prepared in accordance with the methodology contained in the Guidelines for Planning in Bushfire Prone Areas (2). The classification of vegetation has also had regard to the methodology used for Bushfire Attack Level (BAL) Assessments and the Visual Guide for Bushfire Risk Assessment in Western Australia (3).

This requires that consideration also be given to the fuel loads associated with each vegetation class as well as to the tree height and foliage coverage. The relative fuel loads are shown in Table 1. The comparison of forest fuel loads compared to leaf litter depth is shown in Table 2.

The preparation of this assessment has included:

- Site Inspections;
- Reviewing district vegetation surveys;
- Use of aerial photography; and
- Measurement of slopes and distances on site.

It is noted that the consultant did not have any authority to enter private property and all inspections were conducted from public areas. Where an area could not be physically inspected the vegetation type and hazard rating has been assigned on the basis of the surrounding complexes.

In preparing this report the following assumptions have been made:

Existing Conditions

The assessment has been undertaken based upon the existing conditions at that time. The assessment does not consider any vegetation modification or fuel reduction which might be done as part of a development.

The vegetation classifications are also based upon the expected mature state of any vegetation.

2 WAPC (2015) Guidelines for Planning in Bushfire Prone Areas Appendix 2
3 Department of Planning (2016) Visual Guide for Bushfire Risk Assessment in Western Australia

3.0 BUSHFIRE HAZARD LEVEL ASSESSMENT

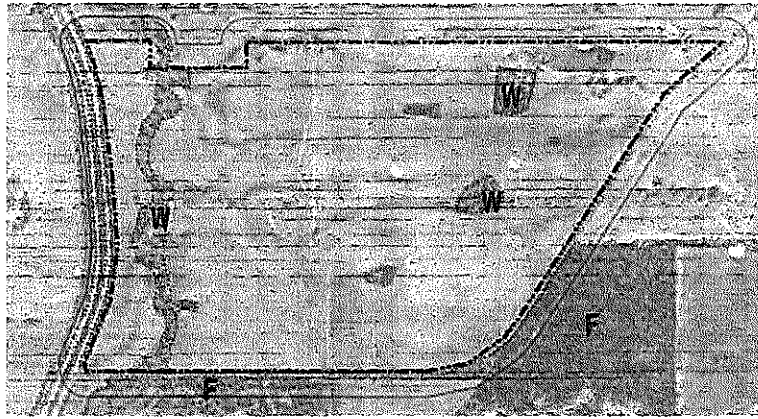
The bushfire hazard primarily relates to the vegetation on the site, the type and extent (area) of vegetation and its characteristics. The methodology for determining the bushfire hazard level is contained in the Guidelines for Planning in Bushfire Prone Areas (Section 4.1 and Appendix 2).

This classifies vegetation based on tree height and the percentage of canopy cover and the characteristics of the different hazard categories (7) are documented in Table 3.

The vegetation classifications based upon these categories are shown in Figures 8 and 9.

Table 3 Vegetation Classifications

Ref Code	Vegetation Description
Low Hazard Rating	
B	Areas devoid of standing native vegetation (less than 0.25ha cumulative area)
N/A	Areas which, due to climatic or vegetation (eg. rainforest) conditions, do not experience bushfires.
SA	Inner urban or suburban areas with maintained gardens and very limited native standing vegetation (less than 0.25 ha cumulative area).
LTV	Low threat vegetation, including grassland managed in a minimal fuel condition (i.e. to a nominal height of 100mm), maintained lawns, vineyard and orchards.
P/C	Pasture or cropping areas with very limited standing vegetation that is shrubland, woodland or forest with an effective up slope, on flat land or an effective down slope of less than 10 degrees, for a distance greater than 100 metres.
Moderate Hazard Rating	
P/C(10)	Areas containing pasture or cropping with an effective down slope* in excess of 10 degrees for a distance greater than 100 metres.
UG	Unmanaged grasslands.
OW	Open woodlands.
OS	Open shrublands.
LS	Low shrubs on areas with an effective up slope, on flat land or an effective down slope of less than 10 degrees, for a distance greater than 100 metres or flat land.
SA(T)	Suburban areas with some tree cover.
FWG	Forest and woodlands with a permanent grass understorey or at most, a scrub understorey structure consisting of multiple areas of <0.25ha and not within 20 metres of each other or single areas of <1ha and not within 100 metres of other scrub areas.
Extreme Hazard Rating	
F	Forests with a scrub understorey which is multi-tiered.
W	Woodlands with a scrub understorey which is multi-tiered.
TS	Tall shrubs.
OTH	Any area of vegetation not otherwise categorised as low or moderate.



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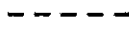
POLICY AREAS



100m MAPPING BOUNDARY



VEGETATION PLOTS



VEGETATION CLASSES

- B Areas devoid of native vegetation.
- N/A Areas which do not experience bushfires.
- SA Suburban areas with maintained gardens.
- LTV Low threat vegetation.
- P/C Pasture or cropping areas less than 10 degrees
- P/C(10) Pasture or cropping with slope of more than 10 degrees.
- UG Unmanaged grasslands.
- OW Open woodlands.
- OS Open shrublands.
- LS Low shrubs less than 10 degrees.
- SA(T) Suburban areas with some tree cover.
- FWG Forest and woodlands with a permanent grass understorey or minimal scrub understorey.
- F Forests with a scrub understorey which is multi-tiered.
- W Woodlands with a scrub understorey which is multi-tiered.
- TS Tall shrubs.
- OTH Vegetation not otherwise categorised.

SCALE 0 500m

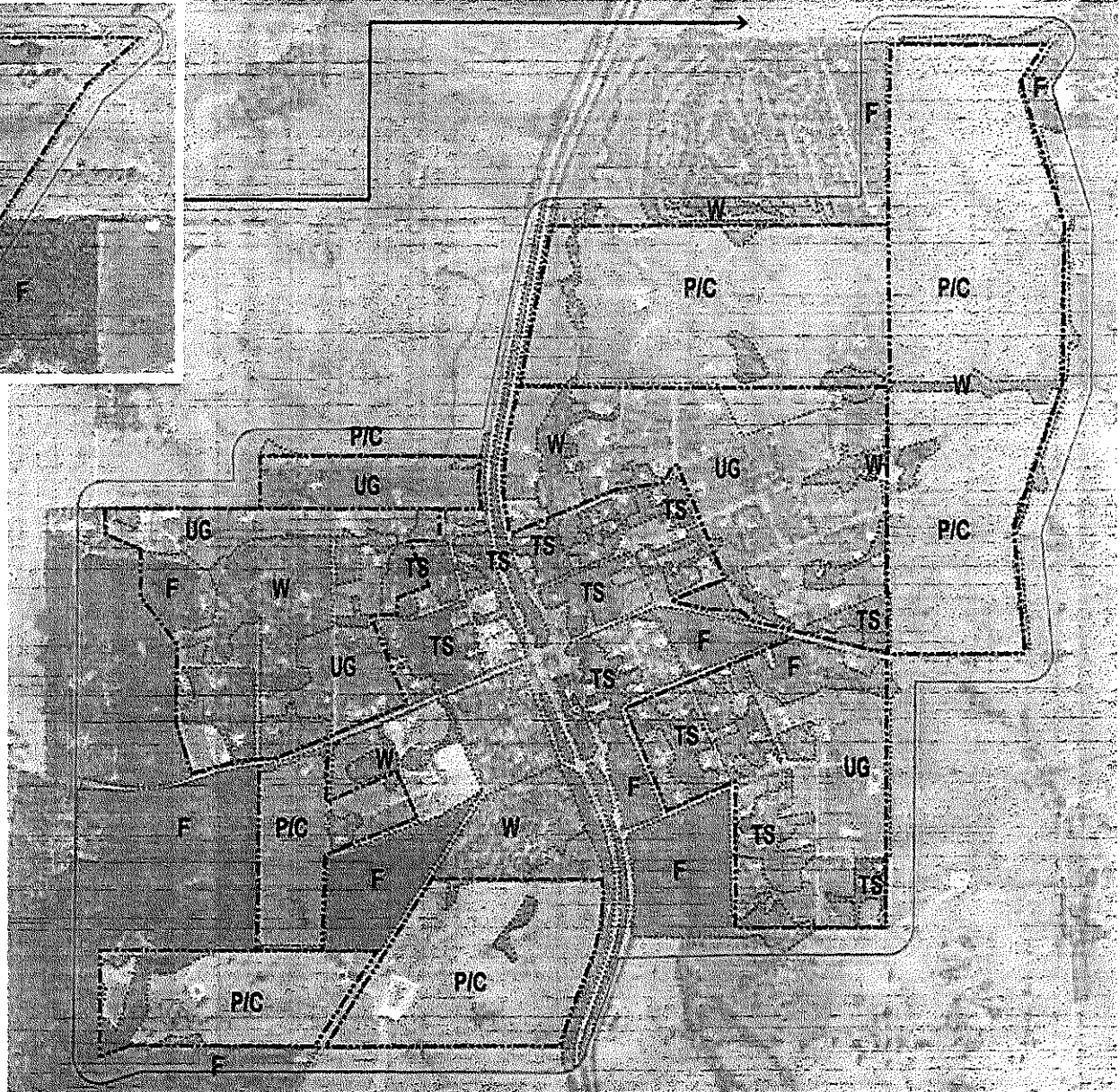


FIGURE 8
CUBALLING VEGETATION CLASSIFICATIONS



Rev	Description	Date
A	Preliminary	13/10/2015



LEGEND

POLICY AREAS

100m MAPPING BOUNDARY

VEGETATION PLOTS

VEGETATION CLASSES

- B Areas devoid of native vegetation.
- N/A Areas which do not experience bushfires.
- SA Suburban areas with maintained gardens.
- LTV Low threat vegetation.
- P/C Pasture or cropping areas less than 10 degrees
- P/C(10) Pasture or cropping with slope of more than 10 degrees.
- UG Unmanaged grasslands.
- OW Open woodlands.
- OS Open shrublands.
- LS Low shrubs less than 10 degrees.
- SA(T) Suburban areas with some tree cover.
- FWG Forest and woodlands with a permanent grass understorey or minimal scrub understorey.
- F Forests with a scrub understorey which is multi-tiered.
- W Woodlands with a scrub understorey which is multi-tiered.
- TS Tall shrubs.
- OTH Vegetation not otherwise categorised.

SCALE

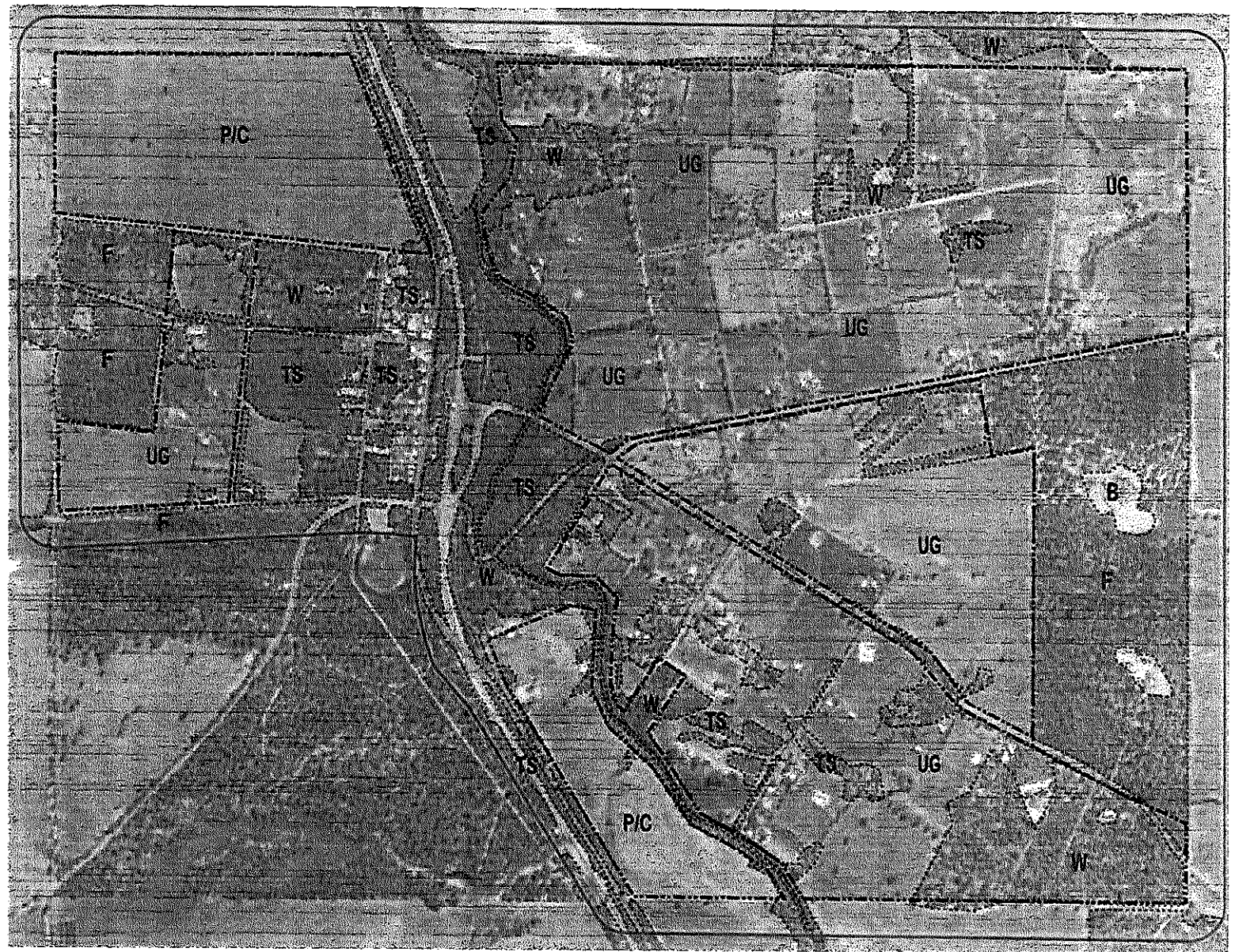
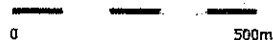
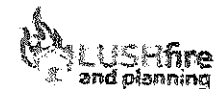


FIGURE 9

POPANYINNING VEGETATION CLASSIFICATIONS



Rev	Description	Date
A	Preliminary	13/10/2016



LEGEND

- POLICY AREAS
- 100m MAPPING BOUNDARY
- HAZARD LEVELS
- EXTREME HAZARD
- MODERATE HAZARD
- LOW HAZARD

NOTES

1. This hazard assessment has been prepared in accordance with the methodology contained in Appendix 2 of the Guidelines for Planning in Bushfire Prone Areas 2015.
2. Areas with a low hazard rating which are located within 100m of land with either a moderate or extreme hazard rating are classified as having a moderate hazard rating because of the increased level of risk.
3. Date of inspection 23/09/2016

SCALE
 0 500m








FIGURE 10
CUBALLING BUSHFIRE HAZARD LEVELS (SHEET 1 OF 2)



Rev	Description	Date
A	Preliminary	13/10/2016



LEGEND

- POLICY AREAS 
- 100m MAPPING BOUNDARY 
- HAZARD LEVELS
- EXTREME HAZARD 
- MODERATE HAZARD 
- LOW HAZARD 

NOTES

1. This hazard assessment has been prepared in accordance with the methodology contained in Appendix 2 of the Guidelines for Planning in Bushfire Prone Areas 2015.
2. Areas with a low hazard rating which are located within 100m of land with either a moderate or extreme hazard rating are classified as having a moderate hazard rating because of the increased level of risk.
3. Date of inspection 23/09/2016

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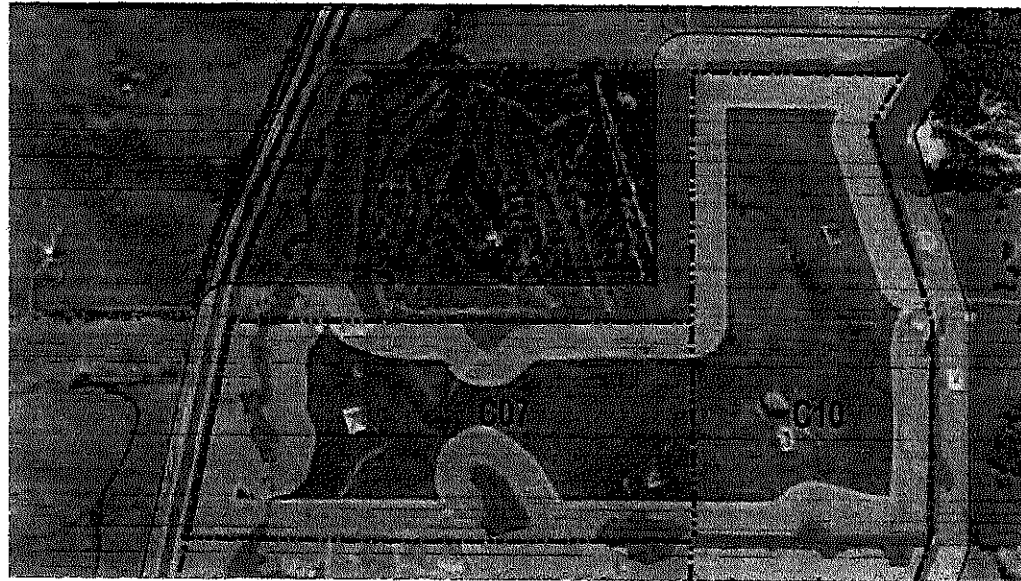


FIGURE 10
CUBALLING BUSHFIRE HAZARD LEVELS (SHEET 2 OF 2)




Rev	Description	Date
A	Preliminary	13/10/2016



Job No 16-047

LEGEND

POLICY AREAS 

100m MAPPING BOUNDARY 

HAZARD LEVELS

EXTREME HAZARD 

MODERATE HAZARD 

LOW HAZARD 

NOTES

1. This hazard assessment has been prepared in accordance with the methodology contained in Appendix 2 of the Guidelines for Planning in Bushfire Prone Areas 2015.
2. Areas with a low hazard rating which are located within 100m of land with either a moderate or extreme hazard rating are classified as having a moderate hazard rating because of the increased level of risk.
3. Date of inspection 03/10/2016


SCALE 



FIGURE 11

POPANYANNING BUSHFIRE HAZARD LEVELS



Rev	Description	Date
A	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

context will be tourist accommodation including chalets, holiday homes, bed & breakfast establishments etc.

Given that the main concern in SPP3.7 relates to evacuation, then such uses should only be considered in locations where there is excellent access.

4.6 Climate Change

The Climate Commission (8) is predicting that there will be hotter and drier conditions particularly in the southern regions of the State. These are likely to cause changes to fire regimes, as the conditions for large and intense fires will be more common.

It is likely that a higher fire weather risk will be more common in spring, summer and autumn resulting in an increased annual fire season. This will also have the added implication of reducing the opportunity for hazard reduction activities and specially prescribed burning (9).

Consequently, the incidence of bush fires may increase. While this may not require any additional design measures in a subdivision it may place additional emphasis on the "preparedness" and "response" measures within the community.

5.0 DEVELOPMENT ISSUES - POLICY AREAS

5.1 Cuballing Policy Areas

The bushfire management / development issues associated with the Cuballing townsite are shown in Figure 13.

Large portions of the townsite have an extreme bushfire hazard rating which reflects the substantial areas of remnant vegetation on both private and public land. The extent of Crown Reserves and Unallocated Crown Land is a predominant feature.

The townsite has a grid shaped road network which is on a 45-degree axis. Many of the road connections have not been constructed resulting in dead end access which can potentially increase the bushfire risk.

5.1.1 C01 Beeston Street

This is a proposed investigation area for potential residential lots. A variety of lot sizes are to be provided in accordance with a Structure Plan. A minimum lot size 1 hectare is proposed where connected to reticulated water and where suitable and capable.

The existing conditions are shown in Appendix 1 Plan 1. The area contains two lots situated north of Beeston Street with a combined area of 16 hectares. It extends for approximately 800m in length with a depth of 200m. It is generally cleared farming land with a low slope.

The eastern boundary adjoins the railway line and there is no direct access to the Great Southern Highway. Access to the site is from several unconstructed road reserves extending north of Beeston Street.

8 Climate Commission (2011) The Critical Decade: Western Australia Climate Change Impacts. Page 10

9 Middelmann, M. H. (Editor) (2007) Natural Hazards in Australia: Identifying Risk Analysis Requirements. Geoscience Australia, Canberra. Page 104.

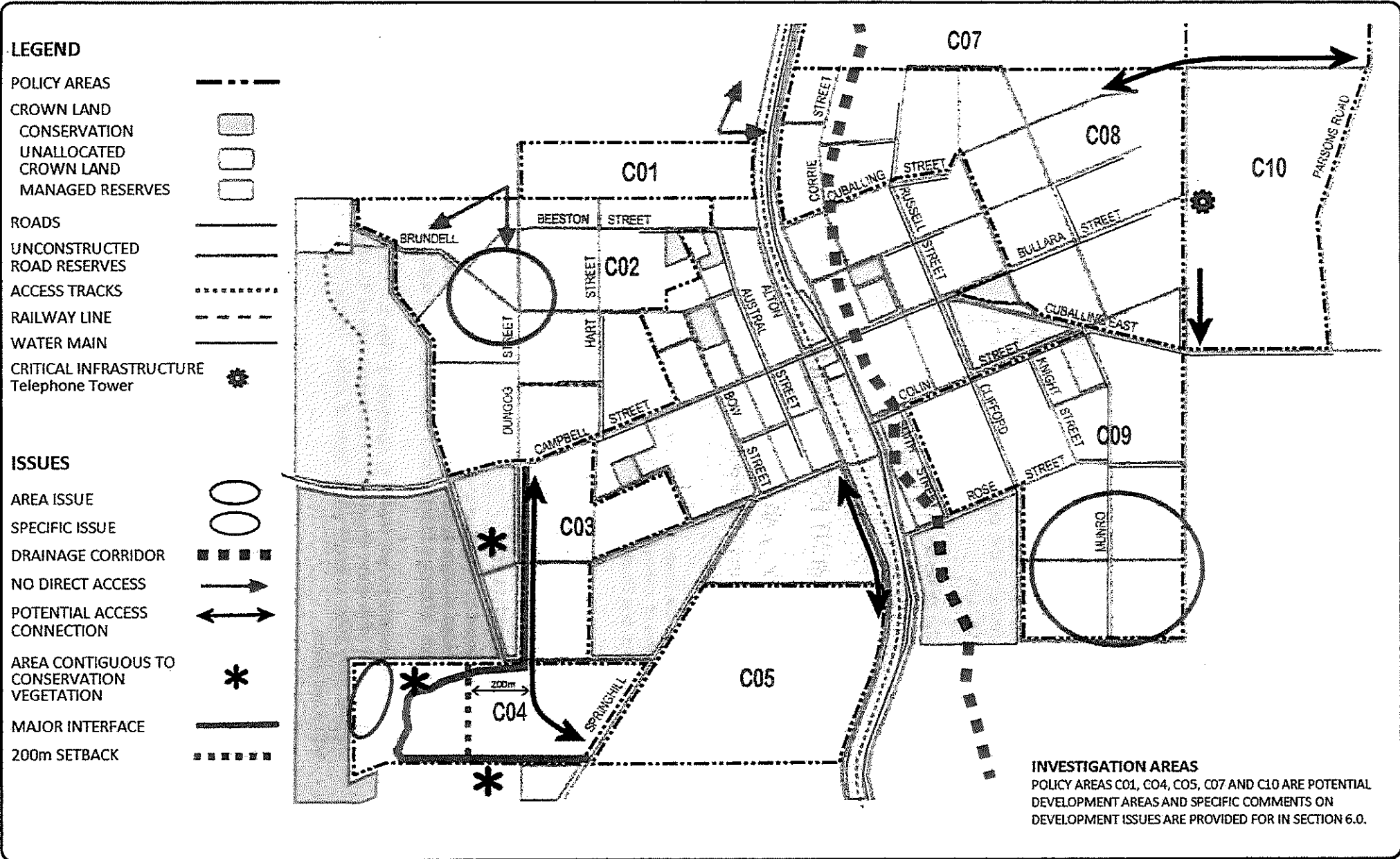


FIGURE 13
CUBALLING ISSUES (SHEET 1 OF 2)













Rev	Description	Date
A	Preliminary	13/10/2016




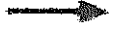






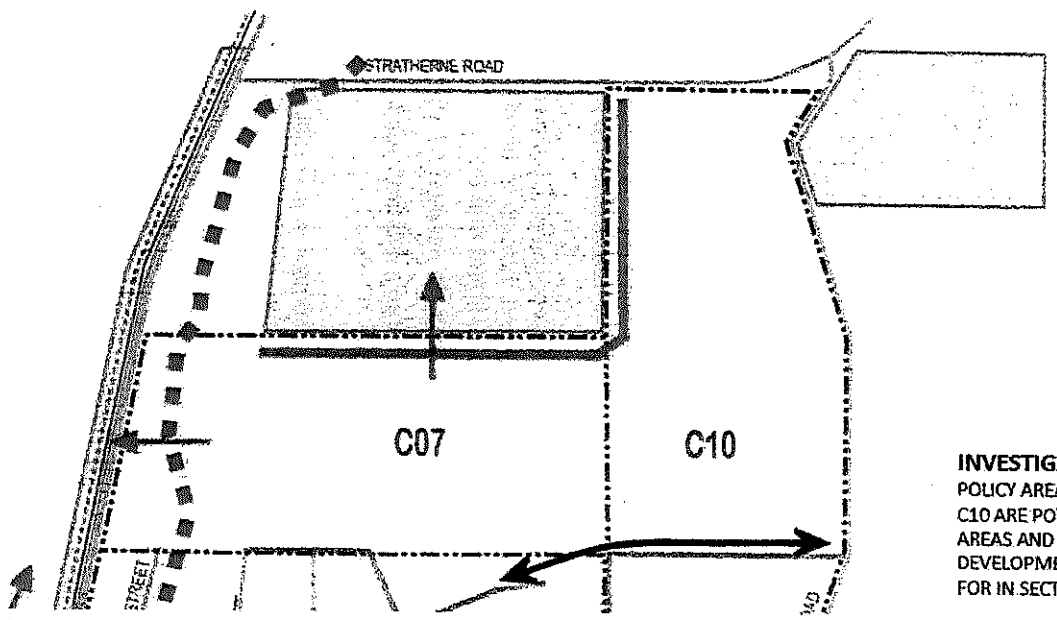
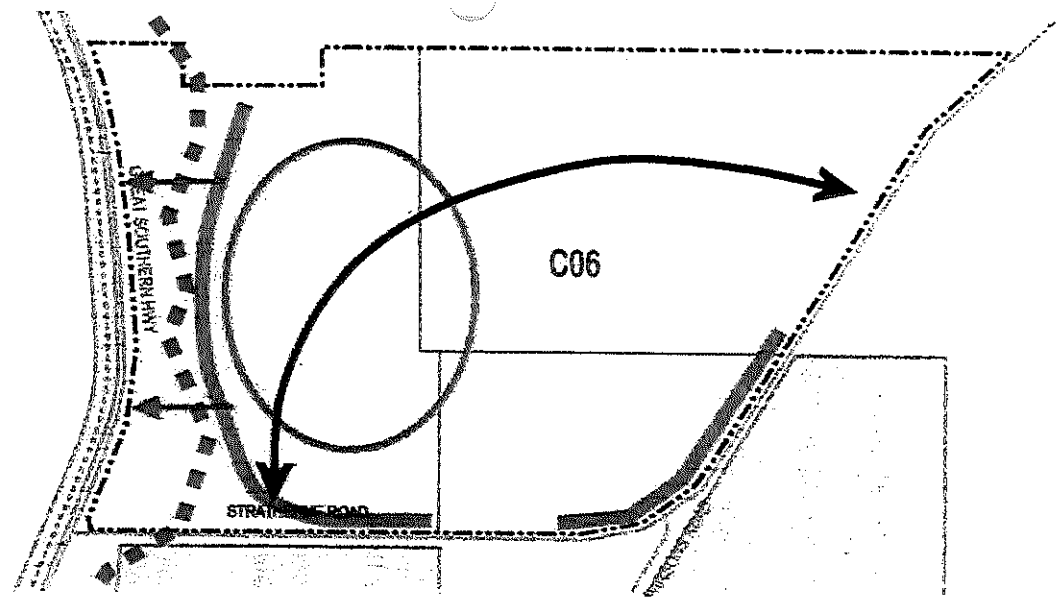
Job No 16-047

LEGEND

- POLICY AREAS 
- CROWN LAND CONSERVATION 
- UNALLOCATED CROWN LAND 
- MANAGED RESERVES 
- ROADS 
- UNCONSTRUCTED ROAD RESERVES 
- ACCESS TRACKS 
- RAILWAY LINE 
- WATER MAIN 
- CRITICAL INFRASTRUCTURE Telephone Tower 

ISSUES

- AREA ISSUE 
- SPECIFIC ISSUE 
- DRAINAGE CORRIDOR 
- NO DIRECT ACCESS 
- POTENTIAL ACCESS CONNECTION 
- AREA CONTIGUOUS TO CONSERVATION VEGETATION 
- MAJOR INTERFACE 
- 200m SETBACK 



INVESTIGATION AREAS
 POLICY AREAS C01, C04, C05, C07 AND C10 ARE POTENTIAL DEVELOPMENT AREAS AND SPECIFIC COMMENTS ON DEVELOPMENT ISSUES ARE PROVIDED FOR IN SECTION 6.0.

FIGURE 13
CUBALLING ISSUES (SHEET 2 OF 2)



Rev	Description	Date
A	Preliminary	13/10/2016



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Cuballing / Popanyinning Bushfire Hazard Level Assessment

The area contains unmanaged grassland which has a moderate bushfire hazard level. This will not preclude further development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria.

The main development Issue will be the provision of multiple access in two directions in accordance with Acceptable Solution A3.1 because:

- Access to the east across the railway line is likely to be difficult to implement;
- Access to the north is not available as this is broad acres farming land; and
- Access to the west along Brundell Street only extends as far as the waste transfer station. It then connects to Cuballing Road West through Crown Land via a formed single lane gravel road.

5.1.2 C02 Dungog Street

This Policy Area covers a large area of the western portion of the townsite, between Campbell and Beeston Streets. It is identified as a Rural Residential area with opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.

A large portion of the policy area has an extreme bushfire hazard rating. Dungog Road does not extend through to Beeston Road and this will restrict subdivision opportunities north of Cross Street due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

Further development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria will require permanent hazard reduction to achieve a maximum BAL-29 rating.

5.1.3 C03 Hart Street

This area is cleared unsubdivided grazing land between Campbell and Springhill Streets extending down Hart Street. It is identified as a Rural Residential area with opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.

It contains a number of lots between 1 and 2 hectares in size. There are large vegetated areas of Crown Land to the west and the south east. The Crown Land to the west is contiguous to the Rosedale Nature Reserve. This may require additional development setbacks above what is required for a BAL-29 rating.

Further development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria is possible but will require a secondary road connection access to Springhill Road.

5.1.4 C04 Springhill Road West

This is a proposed investigation area for potential rural residential lots. The lot sizes will be determined by bushfire risk, servicing and land suitability and capability.

The existing conditions are shown in Appendix 1 Plan 2. It comprises of a single lot which has an area of 34 hectares and it is predominantly cleared farming land. The site is on the western side of Springhill Road extending for approximately 800m with a width of 350m.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

It adjoins the Rosedale Nature Reserve with other vegetated land (Crown and freehold) on other boundaries. Policy Area C03 is located on the northern boundary.

Subdivision opportunities are restricted on the western portion of the site due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

This can be partially addressed by providing a linkage through Policy Area C03 connecting to Campbell or Hart Streets.

The site is remote from the reticulated water supply which may limit the development opportunities.

Additional development setbacks above what is required for a BAL-29 rating may be required around the boundary where the bushland is contiguous with the Rosedale Nature Reserve.

5.1.5 C05 Springhill Road East

This is a proposed investigation area for potential rural residential lots. The lot sizes will be determined by bushfire risk, servicing and land suitability and capability.

The existing conditions are shown in Appendix 1 Plan 3. It comprises of a single lot which is predominantly cleared unsubdivided low sloping grazing land east of Springhill Street, extending to the railway line. It adjoins the Dryandra Equestrian Centre cross country course to the north.

The site is remote from the reticulated water supply which may limit the development opportunities.

Subdivision opportunities may be restricted on the eastern portion of the site due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

This can be addressed by providing a linkage through to Alton Road adjacent to the railway line. While there is an unconstructed road reserve there is significant remnant vegetation along this connection which would need approval to remove. The connection would only need to be an emergency access way rather than a fully constructed roadway.

5.1.6 C06 Stratherne Road

This is a proposed investigation area for potential industrial lots. It is predominantly cleared unsubdivided low sloping grazing land north of Stratherne Road. The Cuballing Brook is located on the western portion of the site and the golf club is south of Stratherne Road. A vegetated gravel reserve is also located south Stratherne Road and east of Parsons Road.

The site is comprised of multiple lots with an area of more than 200 hectares. The existing conditions are shown in Appendix 1 Plan 4.

The land on the eastern side of the Brook is flat and then this gradually slopes to the north east.

Depending on what land area is required for any industrial development it may be possible to locate this such that it is more than 100m from any existing bushland

Cuballing / Popanyinning Bushfire Hazard Level Assessment

vegetation. Hence it would have a low hazard rating and the policy measures of SPP3.7 and the Bushfire Protection Criteria would not apply to it.

A second access road connecting to the Great Southern Highway would be desirable but this would require a crossing of the Cuballing Brook. An alternative would be to loop the access back to Stratherne Road on the eastern side of the site.

5.1.7 C07 Great Southern Highway

This is a proposed investigation area for potential rural residential lots. A variety of lot sizes are to be provided in accordance with a Structure Plan. Minimum lot size 1 hectare where connected to reticulated water and where suitable and capable.

The existing conditions are shown in Appendix 1 Plan 5. The site contains one lot having an area of 80 hectares. The site is located between the townsite development and the golf club. It is situated on the eastern side of the Great Southern Highway and the Cuballing Brook is located on the western portion of the site.

Development of the area is potentially restricted if no secondary access can be provided:

- Northwards connecting to Stratherne Road;
- West connecting to the Great Southern Highway; or
- East through Policy Area C10 connecting to Parsons Road.

5.1.8 C08 Bullara Street

This is the north eastern portion of the townsite north of Cuballing East Road.

It is identified as a Rural Residential area with opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.

Further development of the area is likely to require the construction of several road reserves so as to reduce potential cul-de-sacs. There is also an opportunity to provide a road connection from Carton or Bullarra Streets through the adjoining Policy Area C10 through to Parsons Road.

5.1.9 C09 Munro Street

This is the south eastern portion of the townsite south of Cuballing East Road.

It is identified as having opportunities to re-subdivide lots where connected to reticulated water, address bushfire risk and where suitable and capable.

It contains a range of lot sizes with areas of remnant vegetation. Large bushland areas are located on the western boundary adjacent to the Cuballing Brook. It has multiple east west access from Rose Street and Cuballing East Road.

South of Rose Street there is limited access with Munro Street being a dead end. This will restrict subdivision opportunities due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

5.1.10 C10 Parsons Road

This is a proposed investigation area for potential rural small holdings of between 4 and 40 hectares. A transition of lot sizes required with appropriate separation distances provided to agricultural land and reserves, in accordance with a Structure Plan.

The existing conditions are shown in Appendix 1 Plan 6. The site contains four lots having a combined area of 130 hectares. It is cleared unsubdivided grazing land east of the townsite on Parsons Road with low to moderate slopes.

Development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria. Any structure plan should promote road connections:

- To Carton or Bullarra Streets through the adjoining Policy Area C08; and
- Through the adjoining Policy Area C07.

5.2 Popanyinning Policy Areas

The bushfire management / development issues associated with the Popanyinning townsite are shown in Figure 14.

Large portions of the townsite have an extreme bushfire hazard rating which reflects the substantial areas of remnant vegetation on both private and public land. However, the Hotham River is a more prominent vegetation corridor than the Cuballing Brook.

Similar to Cuballing, the townsite has a grid shaped road network which is on a 45-degree axis. Some of the road connections have not been constructed resulting in dead end access which can potentially increase the bushfire risk.

A notable feature is that Bunmulling Road where it crosses the Hotham River only has a single lane bridge. While this does not negate the requirements of the Bushfire Protection Criteria, it might be a more general fire protection issue if it restricts access.

5.2.1 P01 Spragg Street

This is a proposed investigation area for potential future Rural Living development. The existing conditions are shown in Appendix 1 Plan 7.

It is comprised of three lots with a combined area of approximately 50 hectares being 800m by 480m. Spragg Street is unconstructed and designated as an emergency access way. The land to the south contains areas of remnant vegetation in Crown Reserves. Development of the area requires a second access and this should preferably be along Boundary Road.

5.2.2 P02 Dowling Street

This area is situated between Dowling, Carrier and Howard Streets. It is identified for possible future residential development.





It is cleared undulating farm land with adjacent vegetated reserves.



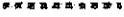



5.2.3 P03 Alexander Street









A large area of rural residential lots along Alexandra Street. The re-subdivision potential is limited unless drainage and road upgrading appropriately addressed, connection to reticulated water and address land suitability and capability.

The area is flat and predominantly cleared. The north western section has limited access. Development of land along the northern boundary would have to rely on the use of cul-de-sacs or battle axe lots.

LEGEND

- POLICY AREAS**
- CROWN LAND 
 - CONSERVATION 
 - UNALLOCATED CROWN LAND 
 - MANAGED RESERVES 

- ROADS**
- UNCONSTRUCTED ROAD RESERVES 
 - ACCESS TRACKS 
 - RAILWAY LINE 
 - WATER MAIN 
- CRITICAL INFRASTRUCTURE**
- Telephone Tower 
 - Water Pumping Station 

- ISSUES**
- AREA ISSUE 
 - SPECIFIC ISSUE 
 - DRAINAGE CORRIDOR 
 - NO DIRECT ACCESS 
 - POTENTIAL ACCESS CONNECTION 
 - AREA CONTIGUOUS TO CONSERVATION VEGETATION 
 - MAJOR INTERFACE 
 - 200m SETBACK 

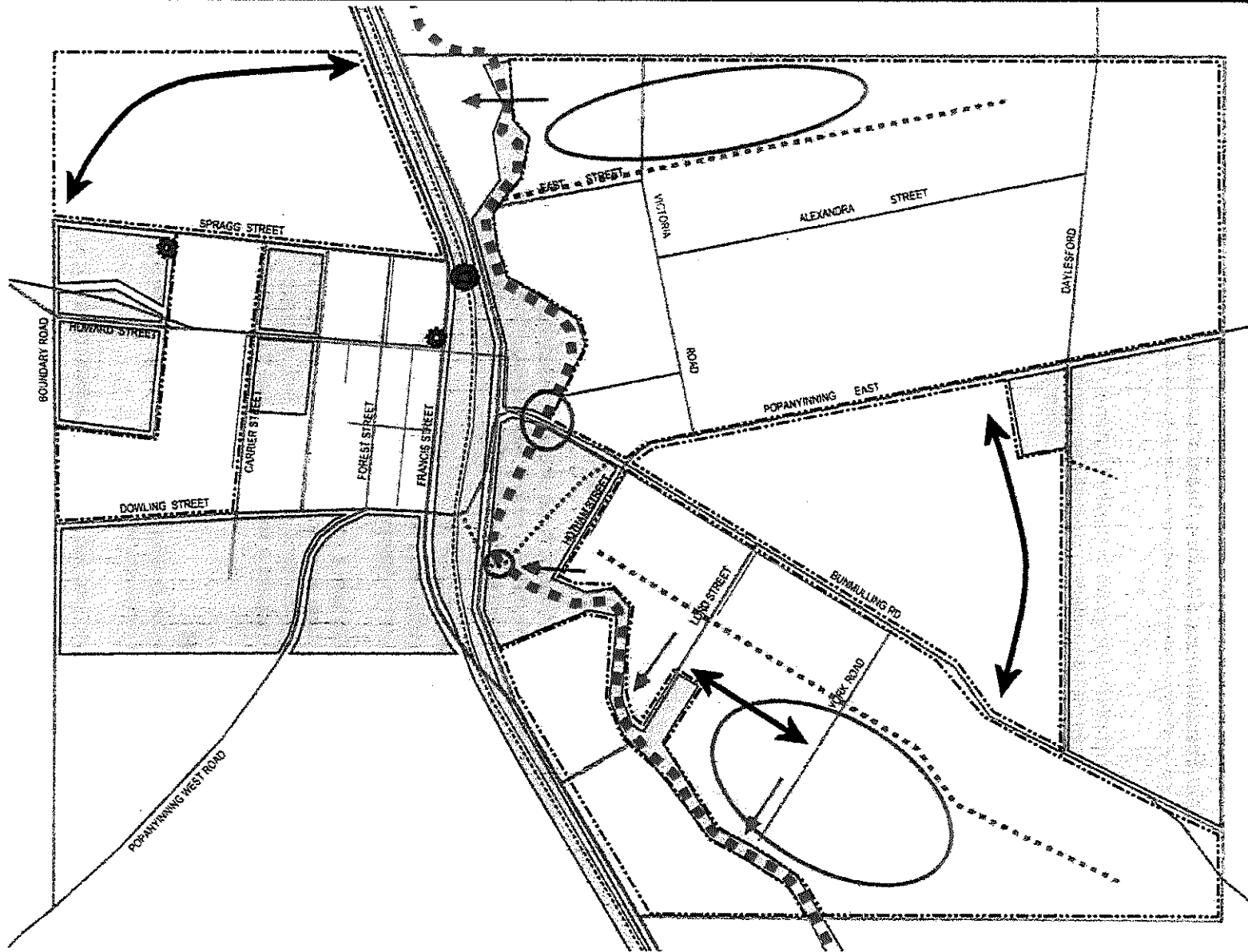


FIGURE 14
POPANYINNING ISSUES



Rev	Description	Date
A	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

5.2.4 P04 Popanyinning East

Existing rural residential area situated between Popanyinning East Road and Bunmulling Road. Opportunities to re-subdivide rural residential lots to 2 hectares where connected to reticulated water, address bushfire risk where suitable and capable.

The site is adjacent to the municipal tip on its eastern boundary and this has a large area of remnant vegetation.

It would be desirable to have a connecting road between Popanyinning East Road and Bunmulling Road which would also give a defined boundary to the adjacent bushland area.

5.2.5 P05 Bunmulling Road

Existing rural residential area between Bunmulling Road and the Hotham River. Opportunities to re-subdivide rural residential lots to 2 hectares where connected to reticulated water, address bushfire risk where suitable and capable.

While it is generally cleared land, there is remnant vegetation along the river corridor. Lord Street and York Road extend for more than 200m from Bunmulling Road and subdivision of the southern areas near the river will be restricted.

5.2.6 P06 Highway South

Cleared farming land situated between the Great Southern Highway and the Hotham River. It is comprised of five lots with a total area of 24 hectares.

The Highway provides access in two directions. The distance (depth) of the site from the Highway to the river is much less than from Bunmulling Road to the river in P05.

5.3 Bushfire Protection Criteria

A preliminary examination of the precincts in terms of the how likely it is that development can comply with the Bushfire Protection Criteria is shown in Table 5. This is not a risk assessment and it is not quantifiable unless an actual subdivision design is considered.

The Bushfire Protection Criteria elements are:

- Location;
- Siting and Design;
- Vehicular Access; and
- Water.

The categories which have been used to consider these are:

Relativity Weighting	Description - expectation
Extreme	Unlikely to meet the criteria.
High	May meet the criteria subject to further investigation and design.
Moderate	Should meet the criteria depending upon the design.
Low	Expected to meet the criteria.

The purpose of this is to simply to identify the potential issues associated with each Precinct.

Table 5 BPC Policy Area Review

ELEMENT	1 Location		2 Siting & Design		3 Vehicular Access						4 Water	
	CRITERIA											
POLICY AREA	Cleared/uncleared	Slopes > 10Deg	Asset Protection	Hazard Separation	Two access routes	Public road design	Cul-de-sacs	Battle axe	Driveways	EAW	Fire Service Access	
CUBALLING TOWNSITE												
C01 BEESTON ST	Cleared	No	Subject to subdivision design	Required on external boundaries.	Limited access to the north, east and south east.	Subject to subdivision design	Max length requirement may affect subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
C02 DUNOGG ST	Significant bushland areas with an extreme hazard rating	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Northern section has limited access.	Subject to subdivision design	Max length requirement will affect subdivision design in the northern portion of the site.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
C03 HART ST	Cleared	No	Subject to subdivision design	Additional setback is required on the western boundary.	Requires a connection to the south	Subject to subdivision design	Max length requirement may affect subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design. May require tanks.
C04 SPRINGHILL RD WEST	Generally cleared with some remnant areas.	No	Subject to subdivision design	Additional setbacks are required on the western, northern and southern boundaries.	Requires a connection to the north	Subject to subdivision design	Max length requirement will affect subdivision design in the western portion of the site.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design. Needs to connect to the north.	Is remote from water and likely to require tank supply.
C05 SPRINGHILL RD EAST	Cleared	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Potentially requires a connection to the north east parallel to the railway line.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Connection to the north east parallel to the railway line.	Subject to subdivision design	Subject to subdivision design
C06 STRATHERNE RD	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Setbacks should be sufficient to ensure a maximum BAL-12.5 rating for any lots.	Second access to the highway across Cuballing Brook is unlikely. Second access to Stratherne Rd may extend outside of the subdivision	Subject to subdivision design	Are not appropriate for an industrial subdivision	Are not appropriate for an industrial subdivision	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Is remote from water and likely to require tank supply.
C07 GREAT SOUTHERN HWY	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Required on external boundaries and Cuballing Brook	Second access to the highway across Cuballing Brook is unlikely. Second access to the north or east is required.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Second access to the north or east are required.	Subject to subdivision design	Is remote from water and likely to require tank supply.
C08 BULLARA ST	Generally cleared with some remnant areas.	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Requires connections with C07 or C10	Subject to subdivision design	Max length requirement may affect subdivision design	Subject to subdivision design	Subject to subdivision design	Second access to the north or east are required.	Subject to subdivision design	Subject to subdivision design

Relativity Weighting	Extreme	Unlikely to meet the criteria	High	May meet the criteria subject to further investigation and design	Moderate	Should meet the criteria depending upon the design.	Low	Expected to meet the criteria
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ELEMENT	1 Location		2 Siting & Design		3 Vehicular Access							4 Water	
	CRITERIA	Cleared/ uncleared	Slopes > 10Deg	Asset Protection	Hazard Separation	Two access routes	Public road design	Cul-de-sacs	Battle axe	Driveways	EAW	Fire Service Access	
C09 MUNRO ST	Significant bushland areas with an extreme hazard rating	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Southern section has limited access	Subject to subdivision design		Max length requirement will affect subdivision design in the southern portion of the site	Subject to subdivision design	Subject to subdivision design	Difficult to connect to the surrounding road network	Difficult to connect to the surrounding road network	Subject to subdivision design
C10 PARSONS RD	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Required on external boundaries.	Requires connections with C07 or C08	Subject to subdivision design		Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Is remote from water and likely to require tank supply.
POPANYINNING TOWNSITE													
P01 SPRAGG ST	Cleared	No	Subject to subdivision design	Required on external boundaries.	Already exists. Internal access subject to subdivision design.	Subject to subdivision design		Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
P02 DOWLING ST	Predominantly cleared adjoining bushland reserves.	No	Subject to subdivision design	Adjoining bushland reserves. Setbacks are likely to be the minimum necessary for BAL-29 rating.	Already exists. Internal access subject to subdivision design.	Subject to subdivision design		Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
P03 ALEXANDER ST	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Required on external boundaries and internal bushland.	Already exists.	Subject to subdivision design		Max length requirement may affect subdivision design in northern section. Southern area is compliant.	Likely to be used for northern area subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Is remote from water and likely to require tank supply.
P04 POPANYINNING EST	Predominantly cleared adjoining bushland reserve	No	Subject to subdivision design	Additional setbacks are required on the western boundary.	Already exists.	Subject to subdivision design		Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
P05 BUNMULLING RD	Contains bushland areas with an extreme hazard rating	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Already exists for northern section. Southern areas have restricted access.	Subject to subdivision design		Max length requirement will affect subdivision design in the southern portion of the site.	Likely to be used for northern area subject to subdivision design	Subject to subdivision design	Required to connect existing roads	Required to connect existing roads	Subject to subdivision design
P06 HIGHWAY SOUTH	Cleared	No	Subject to subdivision design	Required on external boundaries.	Already exists along the Highway	Subject to subdivision design		Max length requirement may affect subdivision design along the river.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design

Relativity Weighting	Extreme	Unlikely to meet the criteria	High	May meet the criteria subject to further investigation and design	Moderate	Should meet the criteria depending upon the design.	Low	Expected to meet the criteria
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6.0 CONCLUSION

This bushfire hazard level assessment has been undertaken to support and inform the preparation of Council's local planning strategy. The assessment has been undertaken at a strategic level given that it was not possible to physically inspect all of the vegetation units in each investigation area.

Both townsites have significant areas of bushland with an extreme bushfire hazard level. This is not unusual in many country towns where the surrounding farm land is generally cleared creating an increased desire to maintain and protect bushland areas. There is a recognised desire for people to live in closer contact with natural landscape, particularly on the urban fringe and rural residential areas.

A basic fire management measure is to physically separate development areas from vegetation areas with a high bushfire risk. However, for many communities and government agencies the substantial modification of the native vegetation is not seen as acceptable.

The objectives of State Planning Policy 3.7 Planning in Bushfire Prone Areas are in summary to:

1. Avoid any increase in the threat of bushfire to people, property and infrastructure.
2. Reduce vulnerability to bushfire through the identification and consideration of bushfire risks in decision-making.
3. Ensure that strategic planning proposals take into account bushfire protection requirements and include specified bushfire protection measures.
4. Achieve an appropriate balance between bushfire risk management measures and environmental protection.

SPP3.7 promotes that the maximum Bushfire Attack Level to be used for the design of subdivision or development is BAL-29.

The most important issue arising from this assessment is the need to ensure that at both a district and local level that there is suitable multiple access to localities and development sites. Where this does not occur any additional development is difficult to justify strategically without a more detailed risk management assessment being undertaken.

The issue of unmanaged grassland within both townsites will be a continuing management issue.

6.1 General Recommendations

1. That any structure planning for the proposed policy areas must address bushfire management issues and the co-ordination of fire management measures.
2. District and local ecological corridors and environmental buffer areas should be identified or referenced in the local planning strategy and form part of any detailed bushfire hazard assessment.
3. That planning proposals on land with a moderate or extreme hazard rating should be accompanied by a bushfire management plan with a more detailed bushfire hazard assessment for the proposed site.
4. That the provision of multiple access especially for subdivisions by either a public road, emergency access way or fire service access route be given high priority in the planning for all policy areas.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

5. That it be acknowledged that the clearing of remnant vegetation to the "minimum extent necessary" to permit development is based upon the setbacks required for a BAL-29 rating.
6. That the Scheme review consider the location, zoning permissibility and development criteria for vulnerable and high-risk land uses.
7. That planning proposals and development applications in other bushfire prone areas not examined in this report comply with the provisions of State Planning Policy 3.7.
8. That townsite mitigation and the management plans for crown reserves recognise the need to undertake regular fuel reduction measures.
9. That consideration be given to developing strategic firebreaks / low fuel zones along specific road reserves so as to provide a 20m plus separation between vegetation cells while still allowing for ecological functions.

6.2 Policy Area Recommendations

C01 Beeston Street

10. That to respond to a fire from the south west any structure plan:
 - ❖ Investigate the creation of an emergency access way across the railway line;
 - ❖ Investigate a road connection to Cuballing West Road; and
 - ❖ Provide for an extension of Alton Road to assist in traffic movement southwards.

C02 Dungog Street

11. That any further subdivision of the northern section requires an emergency access way connection to Beeston Street.
12. That View Street be upgraded to provide for public access.

C03 Hart Street

13. That any proposed structure plan provides for:
 - ❖ An access connection to Springhill Road; and
 - ❖ A fire service access route along the western boundary.
14. That an additional development setback for dwellings of 50m be provided along the western boundary.

C04 Springhill Road West

15. That any proposed structure plan provides for:
 - ❖ An access connection to Campbell Street;
 - ❖ Larger lots in the western portion of the area noting the 200m limit on the length of any cul-de-sacs; and
 - ❖ A fire service access route along the western and southern boundaries.
16. That an additional development setback for dwellings of 50m be provided along the boundaries adjacent to external bushland areas.

C05 Springhill Road East

17. That any proposed structure plan investigates:
 - ❖ A road or emergency access way connection parallel to the railway line or by agreement through the equestrian centre;
 - ❖ The provision of larger lots in the eastern portion of the area noting the 200m limit on the length of any cul-de-sacs; and

Cuballing / Popanyinning Bushfire Hazard Level Assessment

- ❖ Provision of a fire service access route / strategic firebreak adjacent to the railway line.

C06 Stratherne Road

18. That any subdivision be designed to ensure that any proposed industrial lots have a BAL-12.5 rating.
19. That any rehabilitation / revegetation of the Cuballing Brook recognises any associated bushfire management and setback implications.
20. That any proposed structure plan investigates the provision of a second access either back to the Great Southern Highway or north eastwards to Stratherne Road.

C07 Great Southern Highway

21. That any proposed structure plan investigates the provision of a second access routes to either the Great Southern Highway or through Policy Area C10.
22. That any rehabilitation / revegetation of the Cuballing Brook recognises any associated bushfire management and setback implications.

C08 Bullara Street

23. That Hotham Street should be extended as a fire service access route connecting to Cuballing East Road.
24. That any proposed structure plan investigates the provision of access routes connecting through Policy Area C10.

C09 Munro Street

25. That additional subdivision south from Rose Street not be supported without an appropriate secondary access.

C10 Parsons Road

26. That any proposed structure plan investigates the provision of access routes connecting to Policy Areas C07 and C08.

P01 Spragg Street

There are no specific recommendations

Cuballing / Popanyinning Bushfire Hazard Level Assessment

P02 Dowling Street

27. That an additional development setback for dwellings of 50m be provided along the boundaries adjacent to external bushland areas.

P03 Alexander Street

28. That larger lots be provided along the northern boundary so to avoid any cul-de-sacs.

P04 Popanyinning East

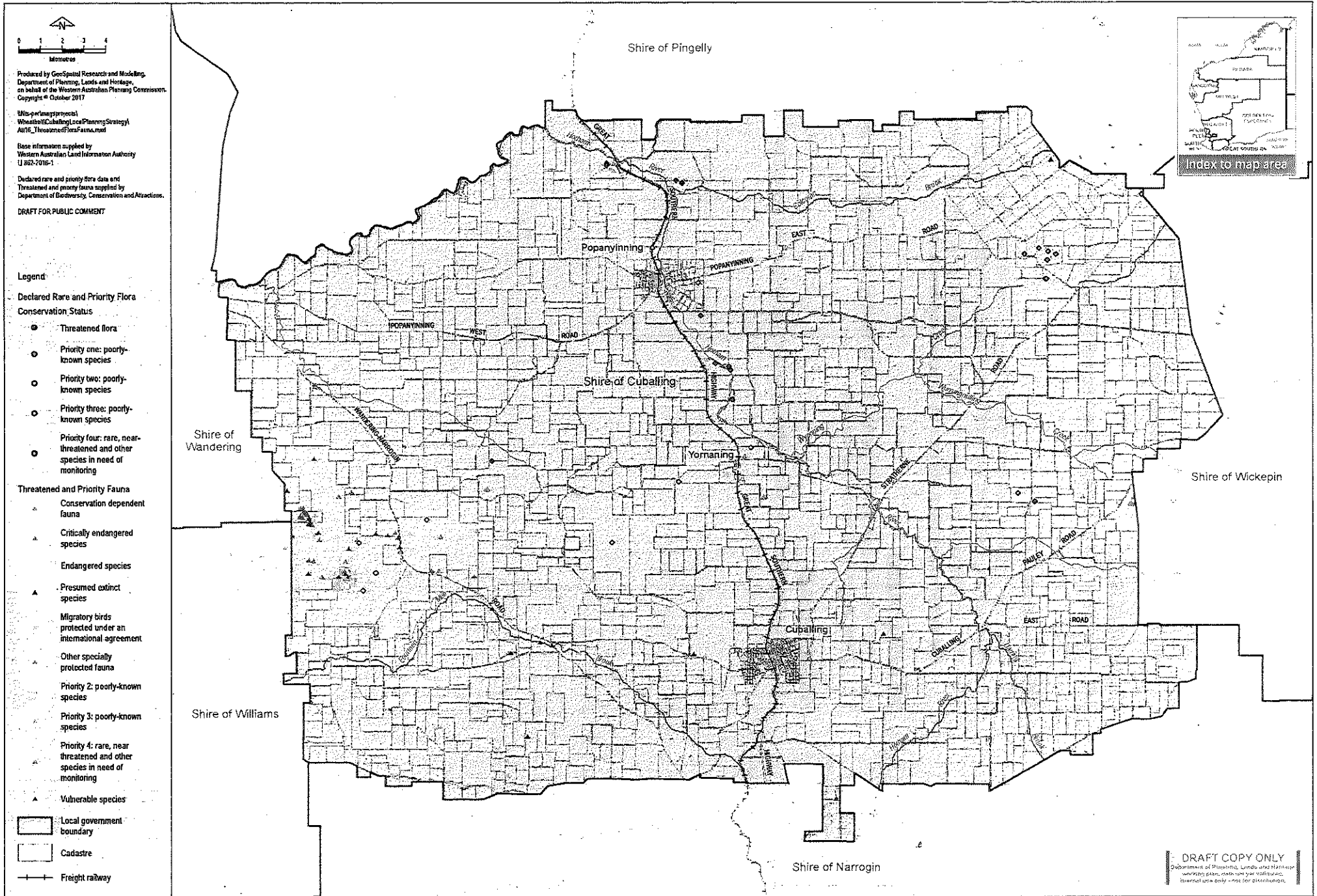
29. That any proposed structure plan includes a connecting access road between Popanyinning East Road and Bunmulling Road at the eastern end of the area.
30. That an additional development setback for dwellings of 50m be provided along the eastern boundaries adjacent to adjacent bushland area.

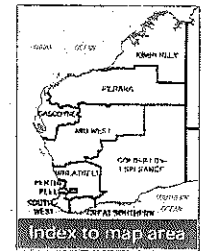
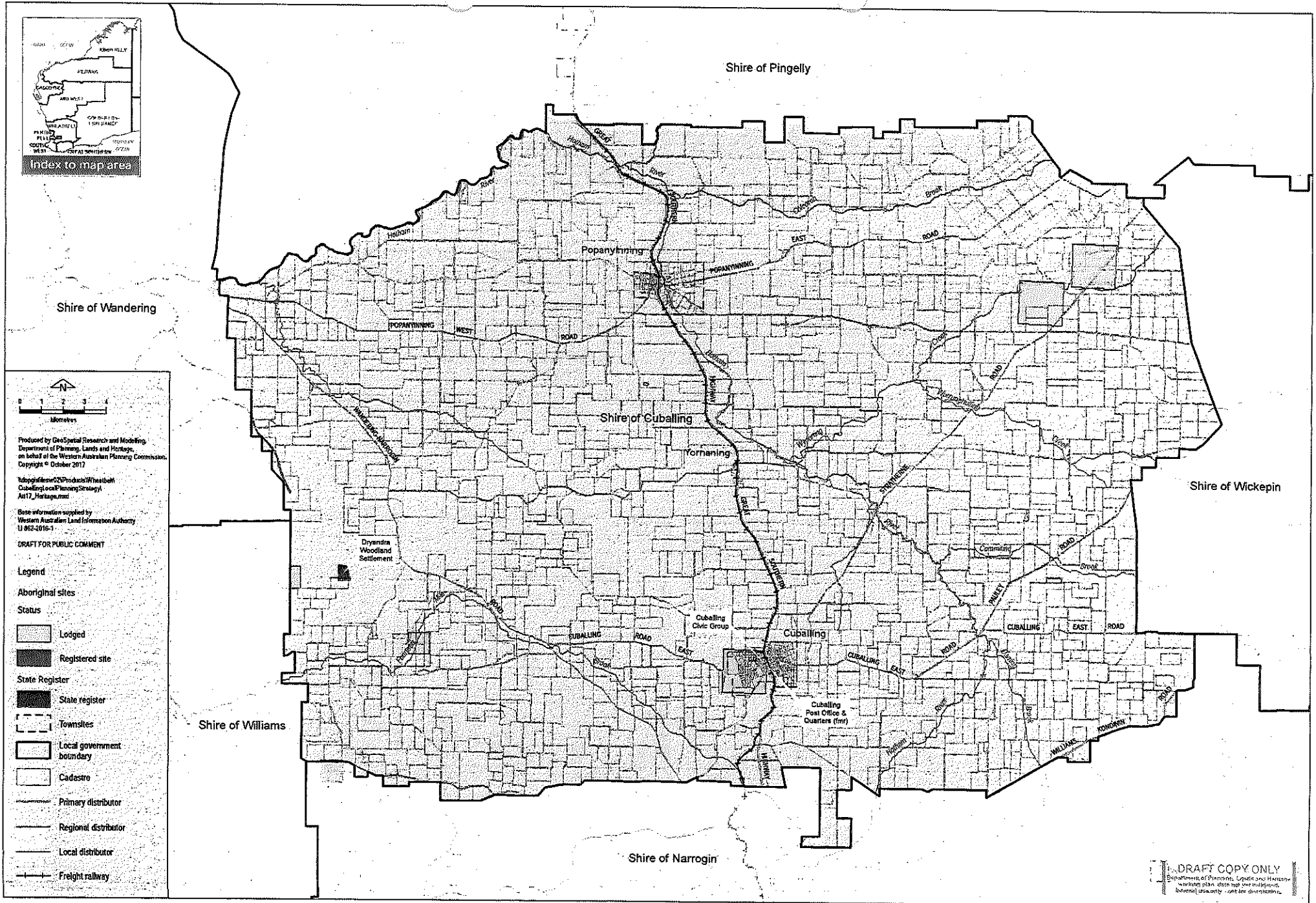
P05 Bunmulling Road

31. That future subdivision be limited to land fronting Bunmulling Road due to the 200m length limit for any cul-de-sacs.

P06 Highway South

32. That larger lots be provided adjacent to the river so to avoid any cul-de-sacs.





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Base information supplied by
 Western Australian Land Information Authority
 LI 862-2016-1

DRAFT FOR PUBLIC COMMENT

- Legend**
- Aboriginal sites**
- Status**
- Lodged
 - Registered site
- State Register**
- State register
- Townsites**
- Townsites
- Local government boundary**
- Local government boundary
 - Cadastre
- Primary distributor**
- Primary distributor
- Regional distributor**
- Regional distributor
- Local distributor**
- Local distributor
- Freight railway**
- Freight railway

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10.2 TECHNICAL AND RURAL SERVICES

There are no reports requiring a Council decision for the month.

10.3 CORPORATE AND COMMUNITY SERVICES

10.3.043 SCHEDULE OF ACCOUNTS PAID – MAY 2018

File Reference:	12.1.1
Disclosure of Interest:	Nil
Applicant:	Nil
Previous Item Nos:	Nil
Date:	31 May 2018
Author:	Brooke Conway – Finance Officer Accounts
Authorising Officer:	Frank Ludovico – Executive Manager Corporate & Community Services

Attachments

Attachment 1 – Schedule of Accounts Paid – May 2018 is provided separately.

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – May 2018.

Background

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

Comment

The Schedule of Accounts Paid – May 2018 is presented to Council for notation. Below is a summary of activity.

May 2018 Payments

Payment Type	\$	%
Cheque	536.65	0.05
EFT (incl Payroll)	565,607.42	92.12
Direct Debit	72,526.04	7.24
Credit Card	5,247.36	0.52
Trust	550.00	0.05
Total Payments	1,001,356.64	100

Local Spending Analysis of Total Payments

<i>Local Suppliers</i>	<i>289,644.34</i>	<i>28.93</i>
<i>Payroll</i>	<i>356,889.17</i>	<i>35.64</i>
Total	646,533.51	64.57

The payment schedule has been provided to elected Members separately and are not published on the Shire of Narrogin website owing to potential fraudulent activity that can arise from this practice.

Printed copies will be available on request at the administration building and the library.

Consultation

Nicole Bryant – Manager Finance

Statutory Environment

Local Government Act 1995 Section 6.8 (2)(b)

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2017/2018 Annual Budget, or resulting from a Council resolution for a budget amendment.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 0618.057

Moved: Cr Seale Seconded: Cr Wiese

That with respect to the Schedule of Accounts Paid for the month of May, Council notes the payments as presented totalling \$1,001,356.64.

CARRIED 8/0

10.3.044 MONTHLY FINANCIAL REPORTS – MAY 2018

File Reference:	12.8.1
Disclosure of Interest:	Nil
Applicant:	Nil
Previous Item Nos:	Nil
Date:	13 June 2018
Author:	Nicole Bryant – Manager Finance
Authoriser:	Frank Ludovico – Executive Manager Corporate & Community Services

Attachments

Monthly Financial Report for the period ended 31 May 2018.

Summary

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

Background

Council is requested to review the May 2018 Monthly Financial Reports.

Comment

The May 2018 Monthly Financial Reports are presented for review.

Consultation

Frank Ludovico – Executive Manager Corporate and Community Services.

Statutory Environment

Local Government Financial Regulations (1996) Regulation 34 applies.

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2017/18 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 0618.058

Moved: Cr Wiese Seconded: Cr Seale

That with respect to the Monthly Financial Reports for May 2018, Council note the Reports as presented.

CARRIED 8/0

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MAY 2018

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

SHIRE OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
FOR THE PERIOD ENDED 31 MAY 2018

STATEMENT OF FINANCIAL ACTIVITY

	Revised Annual Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var
Operating Revenues	\$	\$	\$	\$	%	
Governance	30,200	27,676	30,285	2,609	9%	
General Purpose Funding	1,329,125	1,305,163	1,264,557	(40,606)	(3%)	
Law, Order and Public Safety	41,738	39,225	54,075	14,850	27%	▲
Health	5,500	5,288	10,484	5,196	50%	
Education and Welfare	1,505,459	1,451,578	1,463,026	11,448	1%	
Housing	10,400	9,526	9,200	(326)	(4%)	
Community Amenities	1,161,102	1,120,217	1,209,411	89,194	7%	
Recreation and Culture	178,420	169,330	186,986	17,656	9%	
Transport	1,035,738	640,942	619,403	(21,539)	(3%)	
Economic Services	251,910	246,841	284,085	37,244	13%	▲
Other Property and Services	223,307	147,629	149,181	1,552	1%	
Total (Excluding Rates)	5,772,899	5,163,415	5,280,692	117,278	2%	
Operating Expense						
Governance	(685,489)	(624,596)	(477,222)	147,374	(31%)	
General Purpose Funding	(241,412)	(208,645)	(193,939)	14,706	(8%)	
Law, Order and Public Safety	(468,281)	(429,764)	(411,672)	18,092	(4%)	
Health	(227,576)	(196,215)	(202,403)	(6,188)	3%	
Education and Welfare	(1,872,808)	(1,739,198)	(1,446,947)	292,250	20%	▲
Housing	(33,084)	(31,009)	(29,347)	1,662	6%	
Community Amenities	(1,489,162)	(1,281,770)	(1,230,693)	51,077	4%	
Recreation and Culture	(3,052,739)	(2,716,655)	(2,180,077)	536,578	25%	▲
Transport	(4,359,057)	(4,014,313)	(4,416,616)	(402,303)	(9%)	
Economic Services	(718,786)	(661,439)	(572,575)	88,864	16%	▲
Other Property and Services	(30,000)	(4,889)	(82,279)	(77,390)	(94%)	▼
Total	(13,178,394)	(11,908,493)	(11,243,769)	664,723		
Funding Balance Adjustment						
Add back Depreciation	2,698,268	2,473,295	2,486,623	13,328	1%	
Adjust (Profit)/Loss on Asset Disposal	23,963	26,715	24,071	(2,644)	(11%)	
Adjust Employee Benefits Provision (Non-Current)	0	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)	0	0	0	0		
Movement in Leave Reserve (Added Back)	47,745	0	2,154	2,154	100%	
Adjust Rounding	0	0	0	0		
Net Operating (Ex. Rates)	(4,635,520)	(4,245,068)	(3,450,230)	794,839		
Investing Activities						
Non-Operating Grants, Subsidies and Contributions	1,812,507	1,737,507	1,695,671	(41,836)	2%	
Purchase of Investments	0	0	0	0		
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,114,704)	(266,806)	(318,991)	(52,185)	(16%)	▼
Plant and Equipment	(1,339,639)	(1,177,627)	(1,291,385)	(113,757)	(9%)	
Furniture and Equipment	(30,000)	0	0	0		
Infrastructure Assets - Roads	(1,160,292)	(1,140,844)	(1,153,443)	(12,599)	(1%)	
Infrastructure Assets - Footpaths	(111,435)	(98,135)	(88,422)	9,713	11%	
Infrastructure Assets - Road Drainage	(30,000)	(23,340)	(23,340)	0	0%	
Infrastructure Assets - Parks & Ovals	0	0	0	0		
Infrastructure Assets - Townscape	0	0	0	0		
Infrastructure Assets - Other	(883,980)	(463,605)	(563,266)	(99,661)	(18%)	▼
Proceeds from Disposal of Assets	356,702	279,700	413,276	133,577	32%	▲
Proceeds from Sale of Investments	0	0	0	0		
Amount attributable to investing activities	(2,500,841)	(1,153,151)	(1,329,900)	(176,749)		
Financing Activities						
Proceeds from New Debentures	350,000	0	0	0		
Proceeds from Advances	0	0	0	0		
Repayment of Debentures	(220,291)	(211,378)	(211,223)	155	0%	
Self-Supporting Loan Principal	0	0	0	0		
Transfer from Reserves	768,685	77,282	68,480	(8,802)	(13%)	
Advances to Community Groups	0	0	0	0		
Transfer to Reserves	(1,316,214)	(21,438)	(22,077)	(639)	(3%)	
Amount attributable to financing activities	(417,820)	(155,534)	(164,819)	(9,285)		
Net Capital	(2,918,661)	(1,308,685)	(1,494,719)	(186,034)		
Total Net Operating + Capital	(7,554,181)	(5,553,753)	(4,944,949)	608,804		
Rate Revenue	4,640,116	4,642,616	4,555,049	(87,567)	(2%)	
Opening Funding Surplus(Deficit)	2,930,417	2,930,417	2,930,417	0	0%	
Closing Funding Surplus(Deficit)	16,353	2,019,280	2,540,518	521,238		

SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

NET CURRENT ASSETS

	Positive=Surplus (Negative=Deficit)	
	2017-18	
	31/05/2018	30/04/2018
	This Period	Last Period
	\$	\$
Current Assets		
Cash Unrestricted	2,858,672	3,290,018
Cash Restricted (Reserves)	3,727,859	3,727,859
Receivables - Rates and Rubbish, ESL, Excess Rates	279,098	355,620
Receivables -Other	328,857	173,088
Inventories	35,846	40,279
	7,230,332	7,586,864
Less: Current Liabilities		
Payables	(486,621)	(201,035)
Loan Liability	(9,071)	(88,887)
Provisions	(845,116)	(845,116)
	(1,340,807)	(1,135,038)
Net Current Asset Position	5,889,525	6,451,826
Less: Cash Restricted	(3,727,859)	(3,727,859)
Add Back: Component of Leave Liability not Required to be funded	374,518	374,518
Add Back: Current Loan Liability	9,071	88,887
Adjustment for Trust Transactions Within Muni	(4,737)	(2,389)
Net Current Funding Position	2,540,517	3,184,984

NOTE: For the Cash Assets above the following investments have been made as at reporting date:

<u>Cash Unrestricted</u>		MATURITY	
Municipal Fund	1,000,000	15-Jun-18	2.03%pa
<u>Cash Restricted (Reserves)</u>			
Reserve Fund	3,618,181	16-Jun-18	2.05%pa

SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

MAJOR VARIANCES

Financial Regulation 34(1) requires reporting on variances between the year to date Budget and year to date Actuals, based upon the variance criteria determined in the Annual Budget.
The material variance adopted by Council for the 2017/18 year is \$10,000 or 10%.

REPORTABLE OPERATING REVENUE VARIATIONS

LAW, ORDER AND PUBLIC SAFETY

PERMANENT - Animal Control: Animal registration fees, fines and penalties, hire of ranger services all higher than anticipated.

ECONOMIC SERVICES

PERMANENT - TOUR: Caravan park fees higher than anticipated
PERMANENT - TOUR: Insurance reimbursement received for water damage
PERMANENT - ECONOM - Commercial Property lease income higher than anticipated
PERMANENT - ECONOM - Other fees and charges income higher than anticipated
PERMANENT - BUILD - Building Officer charge out income higher than anticipated

REPORTABLE OPERATING EXPENSES VARIATIONS

EDUCATION AND WELFARE

TIMING - HACC: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - CHSP: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - HCP: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
PERMANENT - Aged & Disability: Karinya Dementia Wing funds spent, no funds remain to transfer.
TIMING - Aged Disability: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - Other Welfare: Expenditure lower than budget due to timing, estimated evenly over 12 month period.

RECREATION AND CULTURE

PERMANENT - Other Rec & Sport: Parks and gardens and Sundry Dry Park expenditure lower than anticipated
TIMING - NRRC: Electricity expenditure lower than anticipated
TIMING - LIBRARY: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - HERITAGE: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - OTHER CULTURE: Community Arts expenditure lower than budget due to timing, estimated evenly over 12 month period.

TRANSPORT

PERMANENT - WANDRRA expenditure higher than budgeted amount. Timing difference in recovery of reimbursement.

ECONOMIC SERVICES

TIMING - Tourism & Area Promotion: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - Building & Control: Expenditure lower than budget due to timing, estimated evenly over 12 month period.
TIMING - Other Economic Services: Expenditure lower than budget due to timing, estimated evenly over 12 month period.

**SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018**

MAJOR VARIANCES

Financial Regulation 34(1) requires reporting on variances between the year to date Budget and year to date Actuals, based upon the variance criteria determined in the Annual Budget.
The material variance adopted by Council for the 2017/18 year is \$10,000 or 10%.

OTHER PROPERTY and SERVICES

TIMING - PWO and POC - Recovered amounts are under allocated, will be adjusted during year end processes

REPORTABLE FUNDING BALANCE ADJUSTMENT VARIATIONS

PROCEEDS FROM DISPOSAL OF ASSETS

PERMANENT - Disposal of assets are higher due to purchase of executive vehicles.

REPORTABLE INVESTING ACTIVITY VARIATIONS

LAND AND BUILDINGS

TIMING - Land and Building capital expenditure higher than YTD budget. See Acquisition of assets note for detail

PLANT AND EQUIPMENT

PERMANENT - P&E purchases are higher due to purchase of executive vehicles.

INFRASTRUCTURE ASSETS - OTHER

TIMING - Infrastructure Assets Other capital expenditure higher than YTD budget. See Acquisition of assets note for detail

SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

ACQUISITION OF ASSETS

Summary Acquisitions	Current Budget				
	This Year				
	Original Budget	YTD Budget	Actual	Variance (Under)Over	
	\$	\$	\$	\$	
Inventories					
Land for Resale	0	0	0	0	
Property, Plant & Equipment					
Land and Buildings	1,013,558	266,806	318,991	52,185	▲
Plant & Equipment	716,613	1,177,627	1,291,385	15,254	▲
Furniture & Equipment	30,000	0	0	0	
Tools	0	0	0	0	
Infrastructure					
Roads	1,160,292	1,140,844	1,153,443	12,599	▲
Footpaths	66,000	98,135	88,422	(9,713)	▼
Road Drainage	30,000	23,340	23,340	0	
Parks & Ovals	0	0	0	0	
Townscape	0	0	0	0	
Other Infrastructure	859,747	463,605	563,266	99,661	▲
Totals	3,876,210	3,170,357	3,438,847	169,986	



SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

ACQUISITION OF ASSETS

Land & Buildings	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
	\$	\$	\$	\$	\$	
OTHGOV - Capital Administration Building Building Renovation Administration	40,119	50,119	24,587	40,155	15,568	▲
ANIMAL - Building (Capital) Other Law & Order Building (Capital)	0	85,000	0	60,730	60,730	▲
AGEDSNRS - Building (Capital) Senior Citizen Centre Building (Capital)	0	7,500	6,700	6,700	0	
WELFARE - Building (Capital) Disability Toilet - Changing Places	59,000	59,000	54,794	54,943	149	▲
STF HOUSE - Building (Capital) Staff Housing Building (Capital)	20,000	10,968	10,968	13,188	2,220	▲
COM AMEN - Building (Capital) - Other Community Amenities Memorial Park Public Toilets Capital	20,000	20,000	0	0	0	
HALLS - Building (Capital) Town Hall (Federal St) Building Capital Highbury Hall Building Capital	94,000 7,500	94,000 5,178	20,098 5,178	34,748 5,178	14,650 0	▲
NRRC - Building (Capital) NRRC Building (Capital)	50,000	50,000	10,792	11,692	900	▲
REC - Other Rec Facilities Building (Capital) Thomas Hogg Oval Buildings Capital	25,000	35,000	35,000	10,690	(24,310)	▼
LIB - Building (Capital) Library Landscape - Stage 1A Accessable Ramp	80,000	80,000	0	0	0	
HERITAGE - Building (Capital) Museum Building (Capital)	5,000	5,000	2,690	2,690	0	
ROADC - Building (Capital) Lydeker Depot Building (Capital)	30,000	30,000	30,000	23,074	(6,926)	▼
TOUR - Building (Capital) Accommodation Units (NCP) Caravan Park Renovations	350,000 152,939	350,000 152,939	0 0	0 0	0 0	
ADMIN - Building (Capital) Old Shire Office Building Capital	80,000	80,000	66,000	55,203	(10,797)	▼
Totals	1,013,558	1,114,704	266,806	318,991	52,185	

SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

ACQUISITION OF ASSETS

Plant & Equipment	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
ANIMAL - Plant & Equipment (Capital)	\$	\$	\$	\$	\$	
Light Bar Fixing Ranger Vehicle	2,500	2,104	2,104	2,104	0	
OLOPS - Plant & Equipment (Capital) - OLOPS						
CCTV Upgrade	109,113	112,788	112,787	112,788	1	
CCTV Installation Refuse Site	0	15,000	0	0	0	
AGEDOTHER - Plant & Equipment (Capital)						
NGN219 CATS Vehicle 2017	0	26,500	26,500	23,891	(2,609)	▼
NGN219 CATS Vehicle	0	0	0	0	0	
PLAN - Plant & Equipment						
NGN00 EMDRS Vehicle 2017	0	35,268	35,268	35,268	0	
NGN00 EMDRS Vehicle 2018	0	0	0	35,756	35,756	▲
NRRC - Plant & Equipment (Capital)						
NRRC Airconditioner	70,000	70,000	36,000	1,000	(35,000)	▼
PLANT - Plant & Equipment (Capital)						
Tipper Truck 3 Tonne	25,000	22,455	22,455	22,455	(0)	
10,000L Emulsion Storage Tank	75,000	57,831	57,831	57,831	0	
John Deere Ride on Mower 2017	10,000	9,745	9,745	9,745	(0)	
24 Tonne Excavator	260,000	260,000	216,100	216,100	0	
Irrigation Pump	35,000	32,140	32,140	32,140	0	
8T Side Tipping Truck	110,000	90,190	90,190	90,190	0	
Trailer & Signs(Event Traffic Management)	10,000	10,000	0	0	0	
ON0 EMTRS Vehicle 2017	0	36,389	36,389	36,389	(0)	
N001 MO Vehicle 2017	0	36,998	36,998	36,998	(0)	
ON0 EMTRS Vehicle 2017(B)	0	0	0	36,508	36,508	▲
N001 MO Vehicle 2018	0	0	0	36,871	36,871	▲
TOUR - Plant & Equipment (Capital)						
CCTV Installation NCP	10,000	10,000	0	0	0	
COMMUNITY - Plant & Equipment (Capital)						
ONGN EMCCS Vehicle 2017	0	34,652	34,652	34,652	0	
1NGN CEO Vehicle 2017	0	49,111	49,111	49,111	0	
1NGN CEO Vehicle 2018	0	0	0	49,393	49,393	▲
Totals	716,613	1,339,639	1,177,627	1,291,385	15,254	

Furniture & Equipment	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
CHCP - Furniture & Equipment (Capital)	\$	\$	\$	\$	\$	
Mobile Works Solution (HACC)	10,000	10,000	0	0	0	
LIB - Furniture & Equipment (Capital)						
Library Software Upgrade	20,000	20,000	0	0	0	
Totals	30,000	30,000	0	0	0	

SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

ACQUISITION OF ASSETS

Roads	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
	\$	\$	\$	\$	\$	
ROADC - Roads (Capital) - Council Funded						
Heath Street - Renewal (Local)	11,009	11,009	2,902	2,902	0	
ROADC - Roads (Capital) - Roads to Recovery						
Doney Street - Renewal (Local) (R2R)	33,064	33,064	33,064	35,497	2,433	▲
Felspar Street - Renewal (Local) (R2R)	49,982	49,982	46,981	47,658	677	▲
Glyde Street - Renewal (Local) (R2R)	14,061	14,061	14,061	14,646	585	▲
Garfield Street - Renewal (Local) (R2R)	8,244	8,244	8,244	8,411	167	▲
Homer Street - Renewal (Local) (R2R)	6,548	6,548	6,544	6,663	119	▲
Fairway Street - Renewal (Local) (R2R)	4,050	4,050	3,995	3,995	0	
Hale Street - Renewal (Local) (R2R)	11,322	11,322	11,322	13,128	1,806	▲
Hillman Street - Renewal (Local) (R2R)	6,048	6,048	4,500	4,500	0	
Marsh Street - Renewal (Local) (R2R)	6,480	6,480	6,480	6,507	27	▲
May Street - Renewal (Local) (R2R)	12,240	12,240	8,883	8,883	0	
Gibson Street - Renewal (Local) (R2R)	13,020	13,020	11,345	11,345	0	
Cresswell Street - Renewal (Local) (R2R)	1,485	1,485	1,484	1,726	242	▲
Narrakine Road - Renewal (Local) (R2R)	5,040	5,040	5,040	6,300	1,260	▲
Whinbin Rock Road - Renewal (Rural) (R2R)	285,522	285,522	285,522	199,541	(85,981)	▼
Wagin-Wickepin Road - Renewal (Rural) (R2R)	18,036	18,036	18,036	18,422	386	▲
Narrogin Valley Road - Renewal (Rural) (R2R)	37,091	37,091	37,091	38,337	1,247	▲
Highbury West Road - Renewal (Rural) (R2R)	21,600	21,600	21,055	108,712	87,657	▲
Rowe Street - Renewal (Local) (R2R)	7,965	7,965	7,965	8,209	244	▲
ROADC - Roads (Capital) - Regional Road Group						
Narrogin-Harrismith Road - Renewal (Local) (RRG)	607,486	607,486	606,331	608,061	1,730	▲
Totals	1,160,292	1,160,292	1,140,844	1,153,443	12,599	

Footpaths	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
	\$	\$	\$	\$	\$	
ROADC - Footpaths (Capital)						
Daglish Street Footpath Construction	27,000	15,900	15,900	16,980	1,080	▲
Felspar Street Footpath Construction	27,000	19,035	19,035	19,035	0	
Williams Road - Footpath Construction	12,000	22,000	18,200	18,200	0	
Lefroy Street - Footpath Construction	0	45,000	45,000	21,539	(23,461)	▼
Totals	66,000	111,435	98,135	88,422	(9,713)	

Road Drainage	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
	\$	\$	\$	\$	\$	
ROADC - Drainage (Capital)						
Drainage Works	30,000	30,000	23,340	23,340	0	
Totals	30,000	30,000	23,340	23,340	0	

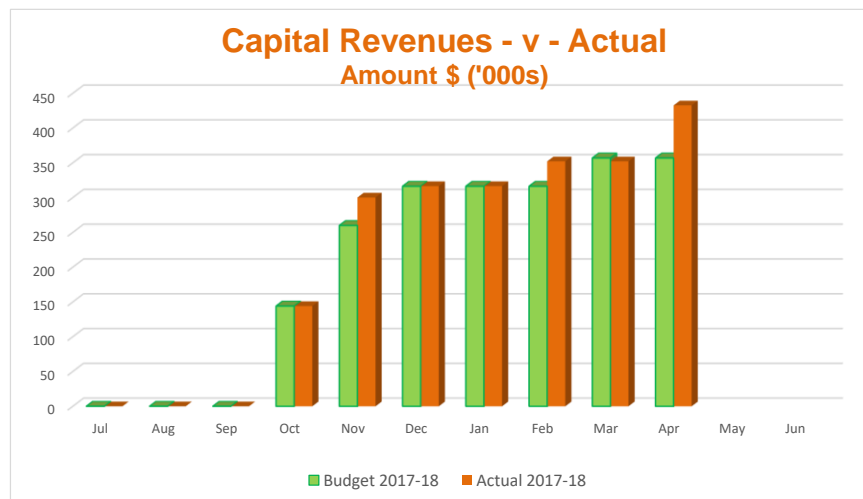
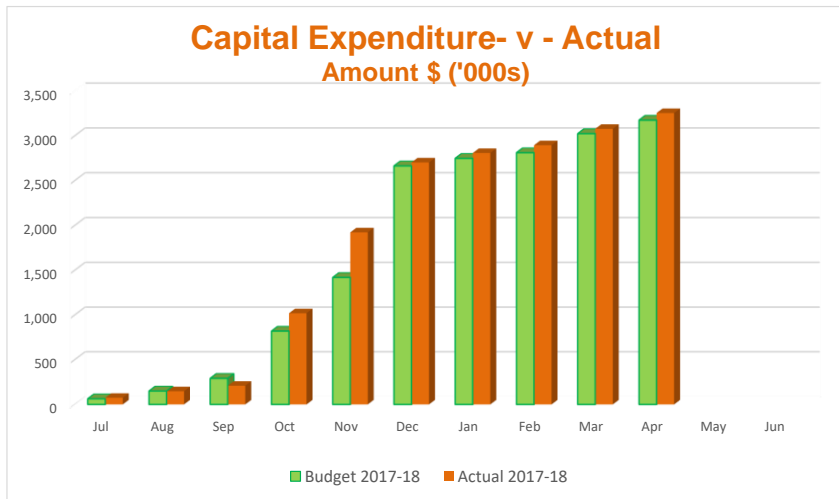
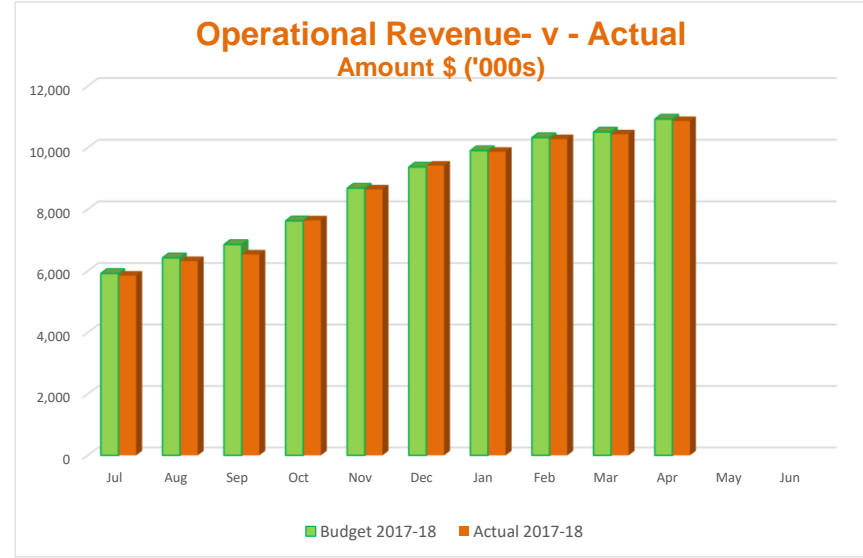
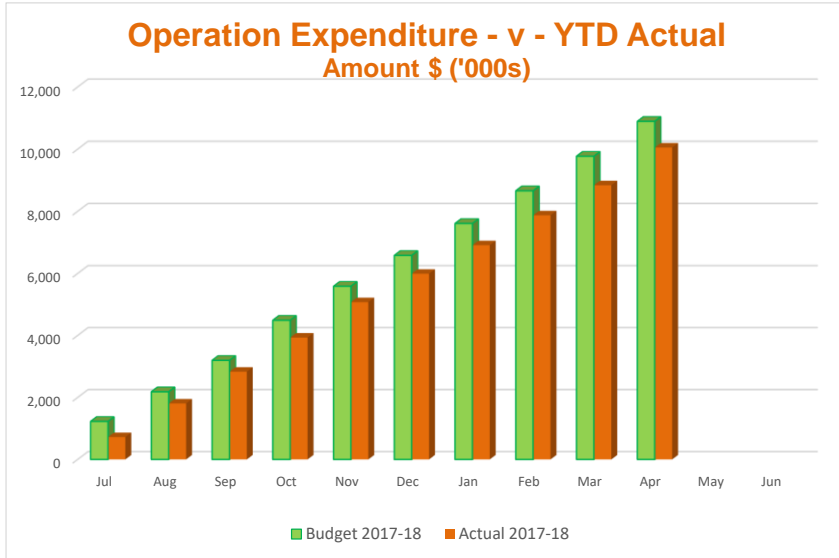
SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

ACQUISITION OF ASSETS

Other Infrastructure	Current Budget				Variance (Under)Over	
	This Year					
	Original Budget	Revised Budget	YTD Budget	Actual		
	\$	\$	\$	\$	\$	
ANIMAL - Infrastructure Other (Capital)						
Animal Pound Exercise Area	2,944	3,258	3,258	3,258	0	
SAN - Infrastructure Other (Capital)						
White Road Refuse Site Upgrade	15,000	15,000	0	0	0	
Refuse Site Transfer Station	148,000	148,000	131,075	131,075	0	
Bin Surrounds	40,000	40,000	40,000	16,666	(23,334)	▼
SEW - Infrastructure Other (Capital)						
TWIS Dams	20,000	20,000	0	0	0	
COM AMEN - Infrastructure Other (Capital) - Other Community Amenities						
Cemetery Upgrade	85,000	85,000	1,554	20,754	19,200	▲
Gnarojin Park Master Plan	30,000	30,000	0	8,825	8,825	▲
CBD Enhancement	55,023	55,023	36,942	36,942	0	
NRRC - Infrastructure Other (Capital)						
NRRC Infrastructure Other (Capital)	30,000	30,000	15,848	15,848	0	
REC - Infrastructure Other (Capital)						
Heritage Trail	12,000	12,000	0	1,485	1,485	▲
Memorial Park Paving Upgrade	25,000	6,952	6,952	6,952	0	
Lions Park - Playground Equipment	50,000	42,599	42,599	42,599	0	
Jersey Park - Playground Equipment	16,000	13,660	13,660	13,660	0	
Northwood Park - Playground Equipment	45,000	45,000	45,000	45,000	0	
Ashworth Park - Playground Equipment	8,000	6,019	6,019	6,019	0	
Hockey Club - Playground Equipment	16,000	14,939	14,939	14,939	(0)	
Highbury Hall - Playground Equipment	22,000	18,300	18,300	18,300	0	
Town Clock	10,000	10,000	225	225	0	
Skate Park Construction	30,000	30,000	20,470	20,470	0	
Skate Park Improvements	39,780	39,780	2,321	2,321	0	
Sydney Hall Way - Playground Equipment	0	15,000	12,014	12,014	0	
Garfield Park - Playground Equipment	0	18,000	13,488	13,488	0	
Highbury Park - Playground Equipment	0	14,000	13,605	13,605	0	
ROADC - Infrastructure Other (Capital)						
Street Furniture	12,000	21,800	15,740	21,782	6,042	▲
Ensign Carpark	60,000	60,000	0	53,483	53,483	▲
CWA Carpark	60,000	25,000	0	12,416	12,416	▲
Ensign / Earl Street Carpark	0	25,500	0	21,543	21,543	▲
TOUR - Infrastructure Other (Capital)						
NCP Infrastructure Upgrade	8,000	8,000	395	395	0	
Caravan Park Resealing, Line Marking	20,000	20,000	0	0	0	
Banner Poles	0	11,150	9,202	9,202	(0)	
Totals	859,747	883,980	463,605	563,266	99,661	

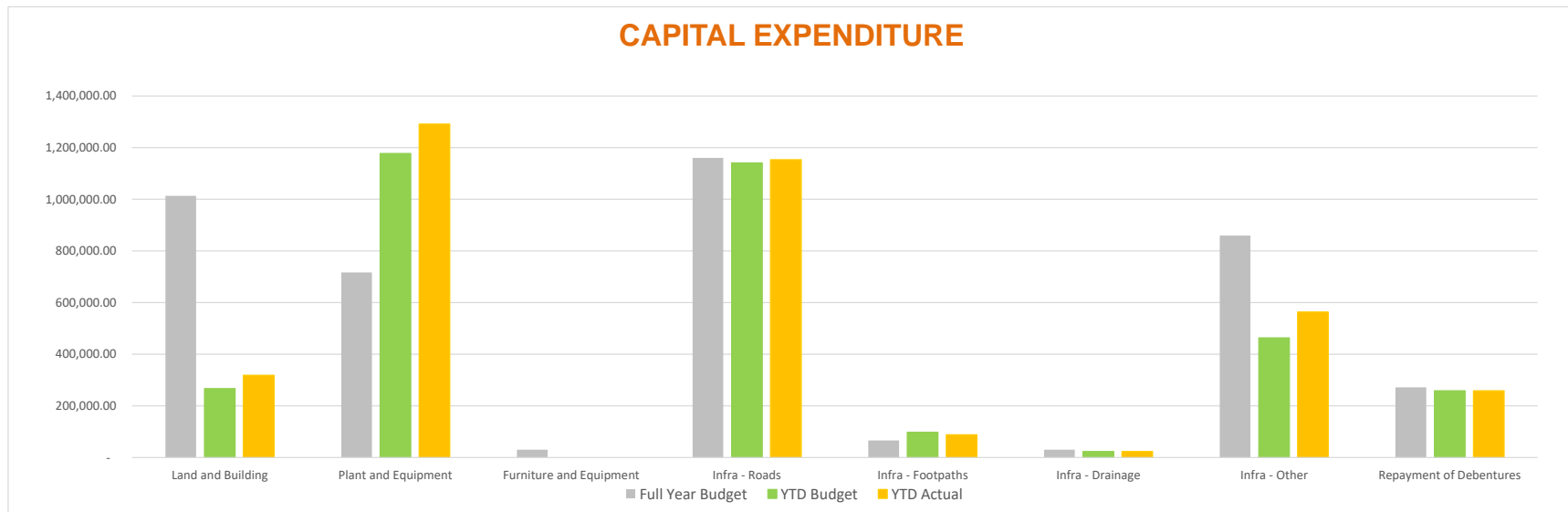
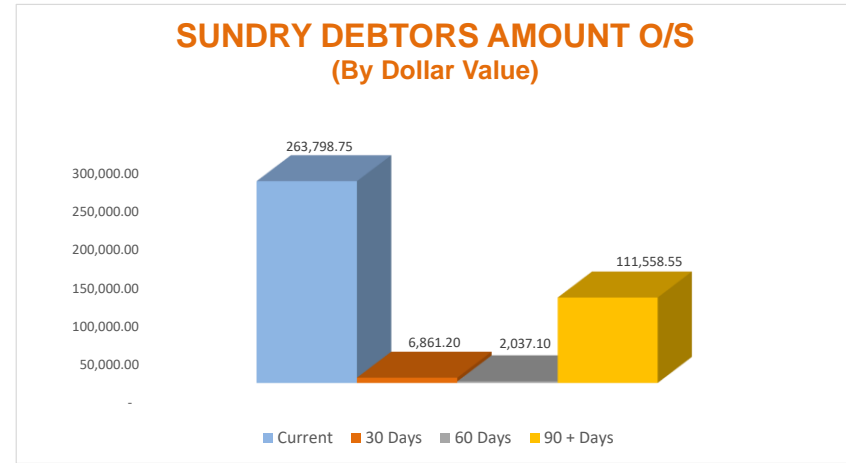
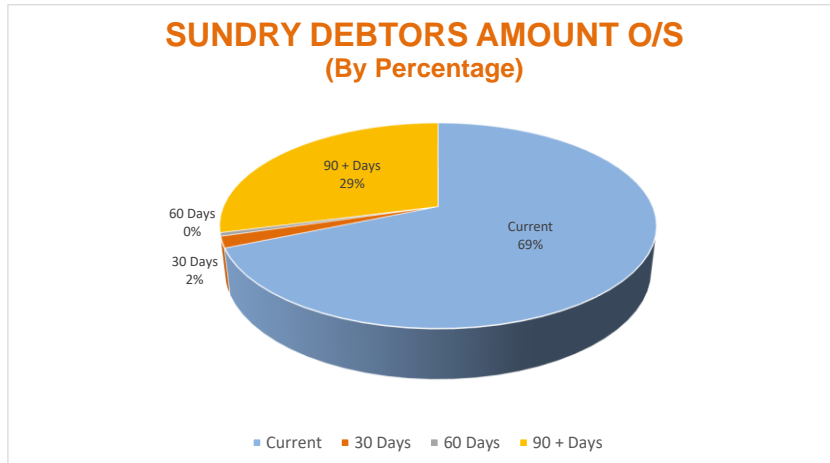
**SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018**

GRAPHS



**SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018**

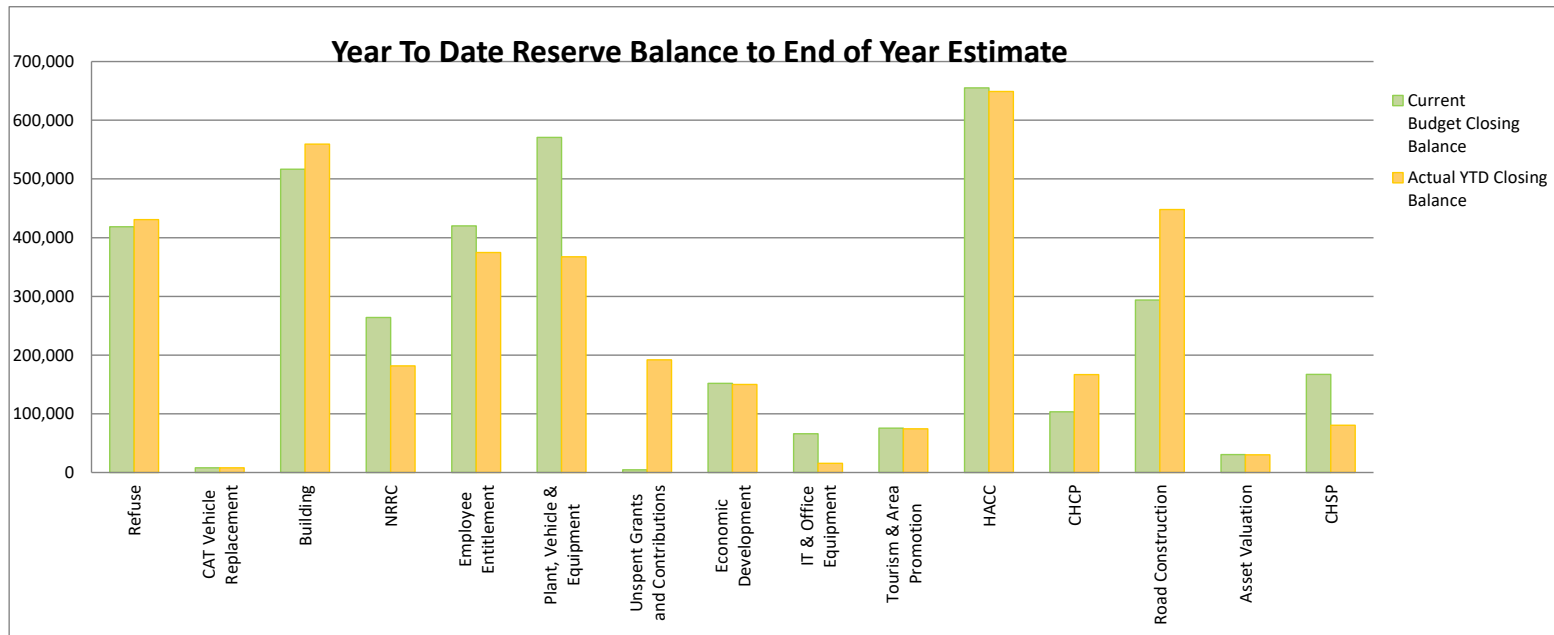
GRAPHS



SHIRE OF NARROGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2018

RESERVE MOVEMENTS

Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Refuse	428,323	8,062	2,478	80,000	0	98,000	0	418,385	430,801
CAT Vehicle Replacement	8,021	101	30	0	0	0	0	8,122	8,051
Building	556,072	10,466	3,217	50,000	0	100,000	0	516,538	559,289
NRRC	180,691	3,401	1,046	80,000	0	0	0	264,092	181,737
Employee Entitlement	372,364	7,008	2,154	40,737	0	0	0	420,109	374,518
Plant, Vehicle & Equipment	393,454	7,405	2,278	410,000	0	240,000	28,282	570,859	367,450
Unspent Grants and Contributions	190,485	7,639	1,372	0	0	193,715	0	4,409	191,857
Economic Development	148,995	2,804	862	0	0	0	0	151,799	149,857
IT & Office Equipment	15,734	296	90	50,000	0	0	0	66,030	15,824
Tourism & Area Promotion	73,969	1,392	427	0	0	0	0	75,361	74,396
HACC	645,352	11,232	3,453	8,483	0	10,000	0	655,067	648,805
CHCP	165,412	3,819	1,173	0	0	65,903	0	103,328	166,585
Road Construction	445,302	8,381	2,576	0	0	160,000	0	293,683	447,878
Asset Valuation	30,000	565	175	0	0	0	0	30,565	30,175
CHSP	120,089	2,429	746	44,604	0	0	40,198	167,122	80,637
	3,774,262	75,000	22,077	763,824	0	867,618	68,480	3,745,468	3,727,859



Project Progress	
Complete	●
On Track	●
Off Track	●
In Trouble	●

		2017/18 Annual Budget	2017/18 YTD Actual	Responsible Officer		2018						Comments
						January	February	March	April	May	June	
CAPITAL PROJECTS												
1	Building Renovations Admin Side Portico's and Men's & Ladies Toilet	50,119	40,155.35	Aaron Cook/Azhar Awang	●							Plans complete. To be signed off by structural engineer. RFQ to be undertaken
3	Mobile Works Solution (HACC)	10,000	0.00	Frank Ludovico	●							Transition to Federal Government funding process must be completed to enable this purchase to occur. Defer to 2018/19
6	White Road Refuse: Development plan of existing & future landfill	15,000	0.00	Azhar Awang	●							
8	CBD Bin surrounds (C/Fwd: \$20,000 plus \$20,000) Approx. 40.	40,000	16,665.88	Azhar Awang	●							
9	Desludge dams at race track & effluent plant \$20,000	20,000	0.00	Torre Evans	●							Water corporation to desludge effluent dam and Clayton dam to be deferred to end of spring due to no rain with retic kept operational
10	Planning to Construct Memorial Park Public Toilets	20,000	0.00	Azhar Awang	●							
11	Finish Cemetery Carpark \$10,000, C/Fwd: Earthworks/Road/Carpark etc \$50,000, Niche Wall \$30,000	85,000	20,754.20	Azhar Awang / Torre Evans	●							Niche wall complete, carpark to follow in June
12	Gnarojin Park Master Plan (planning for passive and active recreation facilities, pathways etc)	30,000	8,825.00	Azhar Awang	●							
13	Town Hall: Concrete veranda \$20,000, Dressing Room Upgrade (Gyprock) \$20,000, Awning Extension (Rear) \$10,000, Touring Show required upgrade \$10,000, Disabled Access improvement \$5,000, Re pitching of roof lines \$25,000, Install larger flashing to change rooms \$4,000, extra seating for Town hall complex	94,000	34,747.94	Azhar Awang	●							Verandah complete
15	C/Fwd: Relocate Town Hall Air-Conditioner to NRLC. Narrogin Squash Club to contribute \$10,000.	70,000	1,000.00	Aaron Cook	●							
16	NRRC: General building capital upgrade	50,000	11,692.41	Aaron Cook	●							
17	NRRC: Stadium seating \$20,000, Multiple Club trophy cabinet \$10,000	30,000	15,848.25	Aaron Cook	●							
21	Skate Park graffiti art \$20,000, signage \$10,000	39,780	2,321.16	Azhar Awang	●							
22	CBD heritage trail	12,000	1,485.00	Azhar Awang	●							
30	Purchase of new Library Management software	20,000	0.00	Frank Ludovico	●							Purchase order issued May 2018
31	Library Landscape - Stage 1A Accessible Ramp	80,000	0.00	Frank Ludovico/Azhar Awang	●							RFQ to be issued May 2018
67	Trailer & Signs(Event Traffic Management)	10,000	0.00	Azhar Awang	●							Investigating Traffic Management Implementation through the events team (Internal dept)
68	CCTV Installation NCP	10,000	0.00	Frank Ludovico	●							RFQ to be issued May 2018
69	Accommodation Units (NCP)	350,000	0.00	Aaron Cook/Frank Ludovico	●							Specification being prepared. Carry forward to 2018/19
70	NCP Renovations: Retiling of ablution block \$40,000, Renovate old laundry \$40,000, 2012/13 CLGF (Local) Funds \$72,939	152,939	0.00	Frank Ludovico	●							Ablution block 2 commencing. Ablution block 1 deferred to 2018/19. Old laundry RFQ being prepared
72	Caravan Park Resealing, Line Marking	20,000	0.00	Frank Ludovico	●							Deferred until accommodation units completed
73	Old Shire Building: Paining & Internal upgrades (carpet etc)	80,000	55,203.24	Aaron Cook/Azhar Awang	●							Planning still occurring
OPERATIONAL PROJECTS												
75	Proposed Youth Services. Business case to be presented later.	50,000	0.00	Aaron Cook	●							
76	Highbury Tip Maintenance	5,000	0.00	Azhar Awang	●							
77	Mackie Park Public Toilets and Office Maintenance - Mackie Park Public Toilets and Office Maintenance	13,096	18,833.13	Azhar Awang	●							RFQ awarded
79	Smith St Public Toilets (Coles Carpark) Maintenance - Smith St Public Toilets (Coles Carpark) Maintenance	14,905	5,741.93	Azhar Awang	●							RFQ awarded
80	Harris St Public Toilets (Museum) Maintenance - Harris St Public Toilets (Museum) Maintenance	4,790	5,865.65	Azhar Awang	●							
81	Highbury Public Toilets Maintenance - Highbury Public Toilets Maintenance	11,000	11,778.64	Azhar Awang	●							
82	Highbury Townscape \$8,000	8,000	435.00	Azhar Awang	●							
85	Management plan Foxes Lair & Railway Dam \$20,000, PG Main \$10,000	39,917	4,330.94	Azhar Awang	●							
86	Development of Sport and recreation Master plan (included in Strategic plan) \$60,000, General consultation \$10,000	70,000	5,000.00	Aaron Cook	●							
87	Museum Building Maintenance \$6,450.00, Modify existing doorway \$1,000	8,993	3,623.66	Azhar Awang	●							
88	Public Art Strategy	40,000	0.00	Azhar Awang	●							
90	Roadworks - WANDRRA Claim works	784,723	1,552,071.23	Torre Evans	●							
94	Hilders Road Pit rehab	4,000	0.00	Torre Evans	●							Carry Forward to 2018/19 and increase to \$20,000
97	Lydeker Depot Building Maintenance - Materials \$10,000, Contractors \$5,000, Sea containers \$4,500 (install LED lights, relocate A/C, install shelving)	63,291	55,551.23	Azhar Awang	●							Sea Container: Electrician appointed. Waiting for materials
100	Fire rated Legal Documents storage \$2,000 plus \$2,500 general	4,500	1,928.18	Frank Ludovico	●							Quotes exceed budget by significant margin. Will be brought forward to 2018/19 Budget
		2,411,053	1,873,858									

		2017/18 Annual Budget	2017/18 YTD Actual	Responsible Officer	2018						Comments
					January	February	March	April	May	June	
COMPLETED PROJECTS											
2	CCTV Upgrade	112,788	112,787.50	Azhar Awang	●						
4	Disability Toilet - Changing Places	59,000	54,943.05	Azhar Awang	●						
5	Kitchen Renovations 13 Hough Street	10,968	13,187.61	Azhar Awang	●						
7	Consultant for Refuse Site (\$15,000) C/Fwd: Works to Construct Transfer Station (\$133,000)	148,000	131,074.50	Azhar Awang	●						
14	Highbury Hall: Upgrade Storm water drainage system \$7,500, Remove unsuitable pollarded trees and grind stumps	5,178	5,177.82	Azhar Awang	●						
18	Thomas Hogg: Install a disabled access ramp from the car park to the oval	35,000	10,690.01	Torre Evans/Azhar Awang	●						Construction underway
19	Removal of Town Clock \$10,000	10,000	225.00	Torre Evans	●						
20	Skate Park: (C/Fwd: Install Irrigation, Topsoil, Turf)	30,000	20,470.40	Torre Evans	●						
23	Memorial Park: Remove old slabs and replace with limestone paving	6,952	6,952.00	Torre Evans	●						
24	Lions Park: Replace Sand with soft fall rubber	42,599	42,599.34	Torre Evans	●						
25	Jersey Park: Shade Sails	13,660	13,660.42	Torre Evans	●						
26	Northwood Park: New Playground Equipment	45,000	45,000.00	Torre Evans	●						
27	Ashworth Park: Replace cracked asphalt basketball surface line mark and new hoop \$8,000	6,019	6,019.08	Torre Evans	●						
28	Hockey Club: Shade Sails	14,939	14,938.85	Torre Evans	●						
29	Highbury Hall: Playground Equipment	18,300	18,300.00	Torre Evans	●						
32	Museum Building: kitchen cupboards/sink, repairs to window frame	5,000	2,690.00	Azhar Awang	●						
33	Street Furniture	21,800	21,782.00	Torre Evans	●						
34	Ensign Carpark Reseal	60,000	53,483.12	Torre Evans	●						Schedule moved to be completed when mobile asphalt plant is in town
35	CWA Carpark Reseal	25,000	12,416.01	Torre Evans	●						Schedule moved to be completed when mobile asphalt plant is in town
36	Lydeker Depot: Electric gate and re align works depot security fence	30,000	23,074.18	Torre Evans	●						
37	Heath Street - Renewal (Local): Reseal	11,009	2,902.28	Torre Evans	●						
38	Doney Street - Renewal (Local) (R2R): Reseal	33,064	35,497.38	Torre Evans	●						
39	Felspar Street - Renewal (Local) (R2R): Reseal	49,982	47,658.18	Torre Evans	●						
40	Glyde Street - Renewal (Local) (R2R): Reseal	14,061	14,646.06	Torre Evans	●						
41	Garfield Street - Renewal (Local) (R2R): Reseal	8,244	8,410.69	Torre Evans	●						
42	Homer Street - Renewal (Local) (R2R): Reseal	6,548	6,662.52	Torre Evans	●						
43	Fairway Street - Renewal (Local) (R2R): Reseal	4,050	3,995.00	Torre Evans	●						
44	Hale Street - Renewal (Local) (R2R): Reseal	11,322	13,128.20	Torre Evans	●						
45	Hillman Street - Renewal (Local) (R2R): Reseal	6,048	4,499.52	Torre Evans	●						
46	Marsh Street - Renewal (Local) (R2R): Reseal	6,480	6,506.76	Torre Evans	●						
47	May Street - Renewal (Local) (R2R): Reseal	12,240	8,882.94	Torre Evans	●						
48	Gibson Street - Renewal (Local) (R2R): Reseal	13,020	11,345.18	Torre Evans	●						
49	Cresswell Street - Renewal (Local) (R2R): Reseal	1,485	1,725.90	Torre Evans	●						
50	Narrakine Road - Renewal (Local) (R2R): Reseal	5,040	6,300.08	Torre Evans	●						
51	Whinbin Rock Road - Renewal (Rural) (R2R): Reconstruct & Seal	285,522	199,540.63	Torre Evans	●						
52	Wagin-Wickepin Road - Renewal (Rural) (R2R): Reseal	18,036	18,421.96	Torre Evans	●						
53	Narrogin Valley Road - Renewal (Rural) (R2R): Reseal	37,091	38,337.12	Torre Evans	●						
54	Highbury West Road - Renewal (Rural) (R2R): Reseal	21,600	108,712.39	Torre Evans	●						
55	Rowe Street - Renewal (Local) (R2R): Reseal	7,965	8,209.22	Torre Evans	●						
56	Narrogin-Harrismith Road - Renewal (Local) (RRG): Reconstruct & Seal	607,486	608,060.99	Torre Evans	●						
57	Daglish Street Footpath Construction	15,900	16,980.00	Torre Evans	●						
58	Felspar Street Footpath Construction	19,035	19,035.00	Torre Evans	●						
59	Williams Road - Footpath Construction	22,000	18,200.00	Torre Evans	●						
60	Drainage Works: Culvert upgrades with 2 coat seal for flood way-various	30,000	23,340.00	Torre Evans	●						
61	Tipper Truck 3 Tonne	22,455	22,454.55	Torre Evans	●						
62	10,000L Emulsion Storage Tank	57,831	57,831.46	Torre Evans	●						
63	John Deere Ride on Mower 2017	9,745	9,744.98	Torre Evans	●						
64	24 Tonne Excavator	260,000	216,100.00	Torre Evans	●						
65	Irrigation Pump	32,140	32,140.00	Torre Evans	●						
66	8T Side Tipping Truck	90,190	90,190.00	Torre Evans	●						Gas BBQ Purchased instead of electric
71	NCP: Install electric and gas BBQ's	8,000	394.55	Frank Ludovico	●						
74	Senior Citizen Centre Building Maintenance - Cladding of bus bay Portico to match existing \$6,000, General Maintenance \$3,000	9,000	7,936.80	Azhar Awang	●						
78	Gnarogin Park Public Toilets Maintenance - Gnarogin Park Public Toilets Maintenance	41,309	33,450.91	Azhar Awang	●						
83	CBD Enhancement \$55,022	55,023	36,942.41	Torre Evans/Azhar Awang	●						
84	Gnarogin Park Maintenance/Operations - Dead wooding of trees	15,000	8,640.00	Torre Evans	●						
89	Arts Narrogin: Admin Support Nexis Gallery \$25,000, Attract and install a range of professional art exhibitions \$10,000	35,000	35,000.00	Azhar Awang	●						
91	White Road Pit rehab	4,000	6,000.00	Torre Evans	●						
92	Whinbin Rock Road Pit rehab	4,000	3,600.00	Torre Evans	●						
93	Cardwell Road Pit rehab	4,000	3,000.00	Torre Evans	●						
95	Wagin - Wickepin Road Pit rehab	4,000	3,500.00	Torre Evans	●						
96	Street Tree Maintenance: Materials \$10,000, Powerline pruning & Large tree pruning \$25,000	288,242	125,761.23	Torre Evans	●						Program shortened due to Wandrra works being completed. Street tree pruning complete.
98	Airport Cones	8,000	4,024.34	Torre Evans	●						
99	Dryandra Visitor Centre Donation \$35,000, plus increased \$25,000.	60,000	52,312.75	Frank Ludovico	●						
101	Lefroy Street - Footpath Construction	45,000	21,539.00	Torre Evans	●						Under construction
102	Sydney Hall Way - Playground Equipment: Shade Sail	15,000	12,013.80	Torre Evans	●						
103	Garfield Park - Playground Equipment: Shade sail	18,000	13,487.75	Torre Evans	●						
104	Highbury Park - Playground Equipment: Shade sail	14,000	13,604.80	Torre Evans	●						
105	Ensign / Earl Street Carpark	25,500	21,542.91	Torre Evans	●						

10.3.045 DRAFT CORPORATE BUSINESS PLAN 2018-2022

File Reference:	4.2.2
Disclosure of Interest:	Nil
Applicant:	Shire of Narrogin
Previous Item Nos:	Nil
Date:	Nil
Author:	Frank Ludovico – Executive Manager Corporate and Community Services
Authorising Officer:	Dale Stewart – Chief Executive Officer

Attachments

Attachment 1 – Draft Corporate Business Plan

Summary

The Corporate Business Plan (CBP) is Council's four year planning document and aligns to the Shire of Narrogin Strategic Community Plan 2017-2027.

Background

The Corporate Business Plan is a key component of the Integrated Planning and Reporting Framework requirements that were introduced in 2013. The intent of the Integrating Planning and Reporting Framework is to ensure improved strategic, financial and asset management planning across Western Australian Local Governments.

The Shire of Narrogin Strategic Community Plan was adopted by Council at the Ordinary Meeting held on 24 May 2017, Resolution No. 0517.059.

Council workshopped the CBP at a workshop on 13 June 2018.

Comment

The *Local Government Act 1995 (LGA) Section 5.56 "Planning for the Future"* requires a local government to plan for the future of the district and to make plans in accordance with the regulations. These regulations require all local governments in Western Australia to develop and adopt a Strategic Community Plan and a Corporate Business Plan, supported by informing strategies (ie Workforce Management, Asset Management and Long Term Financial plans).

These plans drive the development of each local government's annual budget and through a process of continuous improvement, local governments should be better able to plan for and meet the needs of their communities.

The Integrated Planning and Reporting Framework is designed to ensure more effective delivery of the local government's strategic intentions, and to provide a process to:

- Ensure community input is explicitly and reliably generated;
- Inform the long-term objectives of the local government with these inputs;
- identify the resourcing required to deliver against the long-term objectives; and

- Clearly articulate the long term financial implications and strategies.

Consultation

- Workshop with Elected Members held 13 June 2018
- Dale Stewart – Chief Executive Officer
- Aaron Cook – Former Chief Executive Officer, Shire of Narrogin
- Torre Evans – Executive Manager Technical & Rural Services
- Azhar Awang – Executive Manager Development & Regulatory Services
- Frank Ludovico – Executive Manager Corporate & Community Services

Statutory Environment

Council must comply with the statutory requirements of the Integrated Planning and Reporting Framework.

Local Government Act 1995 Section 5.56 Planning for the future

Local Government (Administration) Regulations 1996 19DA Corporate business plans, requirements for (Act s. 5.56)

Policy Implications

Nil

Financial Implications

The Shire’s Corporate Business Plan is a key driver for the annual budget and the long term financial plan. This linkage ensures the community priorities are adequately funded.

There is also an ongoing cost associated with the review of the Corporate Business Plan and reporting on the performance as required. The costs are primarily that of internal (staff) resources are managed from within existing budget allocations.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation
Strategy:	4.1.1 Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2 Continue to enhance communication and transparency

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION AND COUNCIL RESOLUTION 0618.059

Moved: Cr Walker Seconded: Cr G Ballard

That with respect to the Draft Corporate Business Plan 2018-2022, Council adopt the document as per Attachment 1 with the following change:

The words "Narrogin Computers Office" be amended to state ' 39 Federal St."

CARRIED BY AN ABSOLUTE MAJORITY 8/0



Draft Corporate Business Plan 2018 - 2022

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Our Vision:

***“To be a leading regional economic driver
and a socially interactive and inclusive
community”***

Our Mission: 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 maintain 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; and
- acknowledge the value of staff and volunteers.

Forward

The Strategic Community Plan outlines community long term (10+ years) vision, values, aspirations and priorities, with reference to other Shire plans, information and resourcing capabilities.

This plan, the Corporate Business Plan, provides the internal business planning tool that translates Council priorities into operations within the resources available. It details the services, operations, projects, and the associated cost, the Shire intends to deliver over the next four years.

Leigh Ballard
Shire President

27 June 2018

Dale Stewart
Chief Executive Officer

DRAFT

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Planning Framework

This Draft Corporate Business Plan 2018-2022, together with the Strategic Community Plan 2017-2027, is the Shire of Narrogin's Plan for the Future and has been prepared to achieve compliance with *the Local Government (Administration) Regulations 1996*.

Under *Local Government (Administration) Regulations 1996* Regulation 19DA (3),

"A Corporate Business Plan for a district is to:

- a) set out, consistently with any relevant priorities in the Strategic Community Plan, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning."

In the preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future as per Section 6.2(2) of the *Local Government Act 1995*.

Development of the Plan has also been influenced by the Department of Local Government and Communities Framework and Guidelines for Integrated Planning and Reporting.

Strategic Community Plan

The Narrogin community had a strong involvement and voice in the development of the Strategic Community Plan. Commencing in January 2017, the community was invited to share their visions and aspirations for the future of Narrogin, and the Plan has subsequently been reviewed and updated to reflect the community aspirations.

The community shared what they considered most special about the district and their aspirations for the future. The sense of community and a country town feel was highly regarded as was the multicultural community and the history of the district. It was evident the community values their natural environment and the many native reserves. High quality regional sporting and recreation facilities, along with medical and education services available in Narrogin were also very important.

The community strongly identified their desire for further economic development, supporting current local industry whilst pursuing opportunities for economic diversity and growth.

This information provided a valuable insight into the key issues and aspirations, as perceived by the local community. Importantly for the Council, these views have helped establish clear priorities and shaped the visions, values, objectives and strategies contained within the Strategic Community Plan 2017 - 2027.

Planning Framework (continued)

Corporate Business Plan

Achieving the community's vision and the Shire's strategic objectives requires the development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required to achieve the outcomes due to the constraints of limited resources. This planning process is formalised by the development of this Corporate Business Plan. The Corporate Business Plan then, in turn, converts the Strategic Community Plan into action via the adoption of an Annual Budget.

The Draft Corporate Business Plan 2018-2022 must be reviewed annually to assess the progress of projects and realign the Plan's actions and priorities based on current information and available funding.

Actions requiring funding will only be undertaken once approved within the statutory budget and subject to funding availability. Along with achieving the community aspirations and objectives the Corporate Business Plan draws on information contained within the following strategic documents.

Asset Management Plan

The Shire has developed Asset Management Plans for major asset classes in accordance with the Asset Management Policy. The Asset Management Plans form a component of an overall Asset Management Strategy which addresses the Shire's current asset management processes and sets out the steps required to continuously improve the management of Shire controlled assets.

Capital renewal estimates contained within the Asset Management Plans have been considered to the extent the financial and workforce resources are available to enable the renewals to occur.

Workforce Plan

The Workforce Plan provides the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies of the Shire's Strategic Community Plan.

Workforce issues have been considered during the development of this Corporate Business Plan and the financial impacts of the Workforce Plan captured within the Long Term Financial Plan. A combination of workforce and financial constraints has influenced the prioritisation of actions within this Plan.

Long Term Financial Plan

The Shire of Narrogin is planning for a positive and sustainable future. The Shire seeks to maintain, and where possible, improve service levels into the future while maintaining a healthy financial position.

During the development of this Corporate Business Plan, the Long Term Financial Plan was updated to confirm the financial capability to undertake the planned actions and ensure integration with this Plan. The results of this update are reflected within the Forecast Statement of Funding on the following page.

Review of Plan

In accordance with statutory requirements, the Corporate Business Plan is reviewed and updated annually. The review of this Plan occurred following a major review of the Strategic Community Plan in 2017.

Forecast Statement of Funding

The following Statement is extracted from the Long Term Financial Plan to provide an indication of the activities proposed in the Corporate Business Plan. This forecast underpinned by a number of assumptions that provided a reasonable estimate of activity.

RATE SETTING STATEMENT

	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
OPERATING REVENUE				
General Purpose Funding	2,612,796	2,666,022	2,724,972	2,811,974
Governance	30,710	31,351	32,129	33,008
Law, Order Public Safety	59,092	59,794	60,621	61,531
Health	5,594	5,711	5,854	6,015
Education and Welfare	1,404,466	1,433,960	1,469,809	1,510,229
Housing	10,400	10,400	10,400	10,400
Community Amenities	1,057,327	1,078,431	1,104,082	1,133,003
Recreation and Culture	120,920	120,920	120,920	120,920
Transport	1,090,270	217,997	221,300	225,025
Economic Services	271,334	274,901	279,236	284,123
Other Property and Services	173,967	175,604	177,594	179,838
TOTAL REVENUE	6,836,875	6,075,090	6,206,918	6,376,065
LESS OPERATING EXPENDITURE				
General Purpose Funding	(238,874)	(243,585)	(248,745)	(254,408)
Governance	(581,047)	(606,041)	(624,491)	(634,623)
Law, Order, Public Safety	(471,275)	(483,867)	(495,653)	(510,315)
Health	(205,661)	(211,158)	(216,838)	(223,263)
Education and Welfare	(1,606,958)	(1,650,966)	(1,693,713)	(1,744,299)
Housing	(0)	0	(0)	(0)
Community Amenities	(1,415,722)	(1,396,088)	(1,432,923)	(1,474,000)
Recreation and Culture	(2,908,819)	(3,001,020)	(3,051,540)	(3,144,925)
Transport	(3,867,988)	(3,110,497)	(3,134,386)	(3,244,202)
Economic Services	(711,347)	(729,353)	(743,019)	(762,087)
Other Property & Services	(87,283)	(89,715)	(91,909)	(94,657)
TOTAL EXPENSES	(12,094,975)	(11,522,290)	(11,733,217)	(12,086,779)
<i>Increase(Decrease)</i>	(5,258,100)	(5,447,200)	(5,526,300)	(5,710,714)
ADD				
Movement in Employee Benefits (Non-current)	0	0	0	0
Movement in Deferred Pensioners (Non-current)				
Movement in Accrued Interest				
Movement in Entitlement Reserve	0	0	0	0
(Profit)/ Loss on the disposal of assets	0	0	0	0
Depreciation Written Back	2,422,561	2,561,590	2,497,607	2,606,940
<i>Sub Total</i>	2,422,561	2,561,590	2,497,607	2,606,940

RATE SETTING STATEMENT (Continued)

	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
Purchase Land				
Purchase Buildings	(574,529)	(157,652)	(77,592)	(222,869)
Infrastructure Assets - Roads	(1,627,500)	(1,627,500)	(1,627,500)	(1,627,500)
Infrastructure Assets - Footpaths	(50,000)	(50,000)	(50,000)	(50,000)
Infrastructure Assets - Drainage	(50,000)	(50,000)	(50,000)	(50,000)
Infrastructure Assets - Sewerage	0	0	0	0
Infrastructure Assets - Solid Waste	0	0	0	0
Infrastructure Assets - Other	(60,000)	(130,000)	(60,000)	(60,000)
Purchase Plant and Equipment	(719,500)	(657,000)	(480,000)	(675,000)
Purchase Furniture and Equipment	(30,000)	0	(30,000)	0
Purchase Tools				
Proceeds from Sale of Assets	277,000	157,000	119,000	205,000
Contributions for the Development of Assets	789,088	865,000	865,000	865,000
Financing Activities				
Repayment of Debt - Loan Principal	(160,778)	(167,137)	(173,773)	(180,704)
Principal Repayment Received -Loans	0	0	0	0
Advances to Community Groups	0	0	0	0
Transfer to Reserves	(635,989)	(743,731)	(860,490)	(816,024)
<i>Sub Total</i>	(2,842,208)	(2,561,020)	(2,425,355)	(2,612,097)
FUNDED FROM				
Loans	350,000	0	0	0
Transfers from Reserves	522,500	500,000	361,000	470,000
Opening Surplus/ (Deficit)	0	0	0	0
Closing (Surplus)/Deficit	0	(0)	0	0
TO BE MADE UP FROM GENERAL RATES	(4,805,246)	(4,946,630)	(5,093,047)	(5,245,871)

Capital Program

A number of projects are forecast to be undertaken during the life of the Plan which result in capital expenditure. The activities are summarised below along with an indication of the forecast capital expenditure extracted from the Long Term Financial Plan.

SHIRE OF NARROGIN CAPITAL WORKS SCHEDULE

	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
Governance Furniture & Equipment Replacements	30,000	0	30,000	0
TOTAL EXPENDITURE	30,000	0	30,000	0
Rate Setting Statement Total	30,000	0	30,000	0

FURNITURE & EQUIPMENT FUNDING SOURCES				
Council Funds	30,000	0	30,000	0
TOTAL FUNDING	30,000	0	30,000	0

LAND AND BUILDINGS ITEM DESCRIPTION				
Governance				
Administration Building Renovation	0	140,000	0	0
Administration Building Replace 850m ² Gyprock Ceiling Lining	9,010	0	0	0
Education & Welfare				
Senior Citizen Centre - Replace Metal Roofing	0	0	0	51,688
Housing				
Staff Housing Upgrades	0	0	0	0
13 Hough St - Replace 2 Shower Units	2,720	0	0	0
Memorial Park - Construct New Toilets	80,000	0	0	0
Cemetery Entry Gazebo - Replace Metal Roof	0	0	0	2,237
Recreation & Culture				
NRRC - Replace 624.9m ² Metal Roofing	44,368	0	0	0
NRRC - Replace 375.3m ² Gyrock Lined Ceiling	19,891	0	0	0
NRRC - Replace 99.3m ² Suspended Panel Ceiling	7,753	0	0	0
NRRC - Replace 507m ² Carpet	0	0	30,420	0
NRRC - Replace 22m ² Ceramic Tiles	3,410	0	0	0
Library - Replace 260m ² Carpet	0	0	15,600	0
Library - Replace 93m ² Internal Metal Windows Frames	0	0	0	22,135
Highbury Hall - Rewire Hall	10,000	0	0	0
Museum Building - Replace 250m ² Colorbond Roofing	4,500	0	0	0

	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
Museum Heritage Building - Replace 190m ² T&G Timber Flooring	17,100	0	0	0
Museum Building - Renew 300m ² Plaster Wall Finish	2,100	0	0	0
Bannister St Oval Clubrooms - Renew Roof Gutters	0	2,090	0	0
Clayton Rd Oval Clubrooms - Replace 151m ² Carpet	4,530	0	0	0
Clayton Rd Oval Toilet Block - Replace 38.5m ² Metal Roofing	0	0	0	2,734
Dr S Mainland Tennis Club rooms (Ngn Tennis Club) - Replace 56m ² carpet	0	0	3,360	0
Narrogin Memorial Park Gardeners Shed - Replace 17m ² Covered Ways	6,783	0	0	0
Narrogin Race Course Committee Room - Replace 219m ² Metal Roofing	0	0	0	15,549
Narrogin Race Course TAB Building - Replace 101m ² Metal Roofing	0	0	0	7,171
Narrogin Tennis Club (outside Pavillion) – Replace 48m ² Metal Roofing	0	0	0	3,408
Narrogin Tennis Club (outside Pavillion) - Replace 36m Fixed Seating	0	6,120	0	0
Railway Institute Hall - Replace 56m ² Vinyl Floor Finishes	0	0	2,072	0
Railway Station - Replace 161m Metal Gutters	6,641	0	0	0
Railway Station - Replace 650m ² Metal Roofing	0	0	0	46,150
Showmen's Public Toilets - Replace 37m ² Metal Roofing	2,627	0	0	0
Showmen's Public Toilets - Replace 2 Shower Units	0	0	5,440	0
Thomas Hogg Oval Changerooms - Replace 16m External Metal Framed Windows	0	4,512	0	0
Thomas Hogg Oval Changerooms - Replace 29m Fixed Seating	0	4,930	0	0
Thomas Hogg Oval Changerooms - Replace 6 Shower Units	0	0	16,320	0
Transport				
Shire Depot - Re-Asphalt 765m ² Hard Stand Area	0	0	0	53,550
Economic Services				
Caravan Park Accommodation Units Construction	350,000	0	0	0
Narrogin Caravan Park New Ablutions - Replace 115m Metal Roofing	0	0	0	8,165
Narrogin Computers Offices - Replace 142m ² Metal Roofing	0	0	0	10,082
Visitor Centre - Replace 72m Timber Roof Fascia	3,096	0	0	0
Visitor Centre - Replace 73m ² Carpet	0	0	4,380	0
TOTAL EXPENDITURE	574,529	157,652	77,592	222,869
Rate Setting Statement Total	574,529	157,652	77,592	222,869

LAND & BUILDINGS FUNDING SOURCES				
Economic Services				
Loan Funds	350,000			
Own Resources	224,529	157,652	77,592	222,869
TOTAL FUNDING	574,529	157,652	77,592	222,869

ROADS ITEM DESCRIPTION	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
Roads to Recovery				
Various Projects	340,000	340,000	340,000	340,000
Regional Road Group				
Various Projects	787,500	787,500	787,500	787,500
Municipal Fund				
Various Projects	500,000	500,000	500,000	500,000
TOTAL EXPENDITURE	1,627,500	1,627,500	1,627,500	1,627,500
Rate Setting Statement Total	1,627,500	1,627,500	1,627,500	1,627,500

ROADS & BRIDGES FUNDING SOURCES				
Roads to Recovery Grant Funding	264,088	340,000	340,000	340,000
Regional Road Group Grant Funding	525,000	525,000	525,000	525,000
Municipal Funds	838,412	762,500	762,500	762,500
TOTAL FUNDING	1,627,500	1,627,500	1,627,500	1,627,500

FOOTPATHS ITEM DESCRIPTION				
Footpath Projects				
Various Projects	50,000	50,000	50,000	50,000
TOTAL EXPENDITURE	50,000	50,000	50,000	50,000
Rate Setting Statement Total	50,000	50,000	50,000	50,000

FOOTPATHS FUNDING SOURCES				
Municipal Fund	50,000	50,000	50,000	50,000
TOTAL FUNDING	50,000	50,000	50,000	50,000

DRAINAGE ITEM DESCRIPTION				
Various Projects	50,000	50,000	50,000	50,000
TOTAL EXPENDITURE	50,000	50,000	50,000	50,000
Rate Setting Statement Total	50,000	50,000	50,000	50,000

DRAINAGE FUNDING SOURCES	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
Municipal Fund	50,000	50,000	50,000	50,000
TOTAL FUNDING	50,000	50,000	50,000	50,000

PLANT & EQUIPMENT ITEM DESCRIPTION				
Governance				
CEO Vehicle 1NGN P1	40,000	0	0	40,000
ECCS Vehicle 0NGN P5	35,000	0	0	35,000
Law, Order & Public Safety				
Ranger Vehicle P7	0	0	35,000	0
Community Amenities				
NGN00 EMDRS Vehicle 2016 (P2)	35,000	0	0	35,000
Recreation & Culture				
Manager Leisure Centre Vehicle NGN 0 P4	0	25,000	0	0
Transport				
ON0 EMTRS Vehicle 2016 (P700)	35,000	0	0	35,000
Toro Zero Turn Mower P59	35,000	0	0	35,000
Works Foreman Vehicle P26	0	0	0	45,000
Leading Hand Vehicle (P18)	30,000	0	0	0
Works Triton D/Cab (P26)	45,000	0	0	0
NO01 MO Vehicle 2016 (P967)	30,000	30,000	0	0
Works Navara D/Cab (P8164)	45,000	0	45,000	0
Works Hilux D/Cab (P8165)	0	0	25,000	0
Works Triton Ute (P17)	26,000	26,000	0	0
Depot Colorado D/Cab (P8163)	47,500	0	0	0
JD Grader (P978)	0	0	375,000	0
Tag Along Roller P8515	15,000	0	0	0
CAT Mutli Roller (P8516)	0	150,000	0	0
CAT Mutli Roller (P8517)	0	0	0	150,000
JCB Backhoe (P1200)	0	150,000	0	0
UD 6 Wheel Truck (P8213)	226,000	0	0	0
UD Side Tipper (P8216)	0	226,000	0	0
Flocon Patcher (P8215)	0	0	0	300,000
Side Tip Trailer (P968)	50,000	0	0	0
Economic Services				
Building Surveyor Vehicle 2016 (P6)	0	25,000	0	0
Other Property & Services				
002 NGN MF Vehicle 2016 P47	25,000	25,000	0	0
TOTAL EXPENDITURE	719,500	657,000	480,000	675,000
Rate Setting Statement Total	719,500	657,000	480,000	675,000

PLANT & EQUIPMENT FUNDING SOURCES	Proposed Estimates			
	2018-19	2019-20	2020-21	2021-22
Proceeds from Sale of Plant	277,000	157,000	119,000	205,000
Plant Reserve Fund Transfers	442,500	500,000	361,000	470,000
TOTAL FUNDING	719,500	657,000	480,000	675,000

OTHER INFRASTRUCTURE ITEM DESCRIPTION				
Recreation & Culture				
Nature Play Playground	0	100,000	0	0
Playground Equipment (Future Projects)	30,000		30,000	30,000
Transport				
Airport Master Plan (Future Projects)	30,000	30,000	30,000	30,000
	60,000	130,000	60,000	60,000
Rate Setting Statement Total	60,000	130,000	60,000	60,000

GRAND TOTALS (by Asset Class)				
Furniture & Equipment	30,000	0	30,000	0
Land & Buildings	574,529	157,652	77,592	222,869
Roads & Bridges	1,627,500	1,627,500	1,627,500	1,627,500
Footpaths	50,000	50,000	50,000	50,000
Airport infrastructure	0	0	0	0
Drainage Infrastructure	50,000	50,000	50,000	50,000
Sewerage Infrastructure	0	0	0	0
Parks & Ovals Infrastructure	0	0	0	0
Solid Waste Infrastructure	0	0	0	0
Plant & Equipment	719,500	657,000	480,000	675,000
Other Infrastructure	30,000	100,000	30,000	30,000
	3,081,529	2,642,152	2,345,092	2,655,369

GRAND TOTALS (by Expenditure Type)				
Renewals	2,121,529	2,042,152	1,815,092	2,125,369
Upgrades	610,000	600,000	530,000	530,000
New	350,000	0	0	0
TOTAL	3,081,529	2,642,152	2,345,092	2,655,369

Service Delivery

The Shire of Narrogin delivers services to its community in line with its mission, values and four key strategic objectives as set out within the Strategic Community Plan.

Each of the four objectives have several outcomes the Shire seeks to achieve over the 10+ years of the Strategic Community Plan. For each objective, one or more desired outcomes has been defined along with strategies to achieve the outcomes.

The outcomes were developed after considering the community engagement process and other external factors such as the available plans published by other government agencies.

The tables on the following pages detail future actions to be undertaken for each strategy. Prioritisation of the actions is reflected by the square indicating when the action is planned to be undertaken. This prioritisation guides the delivery of services and implementation of the actions.

The table below summarises the desired outcomes under each of the four key themes and strategic objectives.

	Objectives	Outcomes
ECONOMIC	<i>Support growth and progress, locally and regionally</i>	Outcome 1.1 Growth in revenue opportunities Outcome 1.2 Increased tourism Outcome 1.3 An effective well maintained transport network Outcome 1.4 Agriculture opportunities maintained and developed
SOCIAL	<i>To provide community facilities and promote social interaction</i>	Outcome 2.1 Provision of youth services Outcome 2.2 Build a healthier and safer community Outcome 2.3 Existing strong community spirit and pride is fostered, promoted and encouraged Outcome 2.4 Cultural and heritage diversity is recognised Outcome 2.5 A broad range of quality education services and facilities servicing the region
ENVIRONMENT	<i>Conserve, protect and enhance our natural and built environment</i>	Outcome 3.1 A preserved natural environment Outcome 3.2 Effective waste services Outcome 3.3 Efficient use of resources Outcome 3.4 A well maintained built environment
CIVIC LEADERSHIP	<i>Continually enhance the Shire's organisational capacity to service the needs of a growing community</i>	Outcome 4.1 An efficient and effective organisation Outcome 4.2 An employer of choice



Economic Objective

Support growth and progress, locally and regionally

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 1.1 Growth in revenue opportunities

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business	1.1.1.1	Develop and implement an economic development strategy			■		
	1.1.1.2	Development of new industrial area	■	■	■	■	→
	1.1.1.3	Develop stakeholder relationships for exporting	■	■	■		
	1.1.1.4	Lobby for improved communication services within the district	■	■	■	■	→
	1.1.1.5	Engage with potential investors	■	■	■	■	→
	1.1.1.6	Advocate for Narrogin to be a centre for provision of Government services	■	■	■	■	→
Promote Narrogin and the Region	1.1.2.1	Review and update the Business Prospectus	■		■		→
	1.1.2.2	Maintain relationships with key stakeholders	■	■	■	■	→
	1.1.2.3	Investigate development of regional industrial hub		■	■		
	1.1.2.4	Engage with regional organisations for the promotion of the Region	■	■	■	■	→
	1.1.2.5	Finalise and activate the Local Planning Scheme and Local Planning Strategy	■	■			
Promote Narrogin's health and aged services including aged housing	1.1.3.1	Advocate for increased provision of health and aged services in the Shire of Narrogin	■	■	■	■	→
	1.1.3.2	Advocate for the provision of specialist surgical services	■	■	■	■	→
	1.1.3.3	Identify and promote the development of further aged housing	■	■			
	1.1.3.4	Continue to support the provision of HACC and aged services	■	■	■	■	→

Economic Objective (continued)

Outcome 1.2 Increased Tourism

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Promote, develop tourism and maintain local attractions	1.2.1.1	Develop and activate a Tourism Strategy			■		
	1.2.1.2	Support tourism activities within the district	■	■	■	■	→
	1.2.1.3	Support sport, art and cultural events, recognising the economic benefit they provide	■	■	■	■	→
	1.2.1.4	Review and update the Caravan Park Master Plan		■			
	1.2.1.5	Maintain Shire controlled local tourist attractions	■	■	■	■	→
	1.2.1.6	Support and encourage local micro tourism	■	■	■	■	→

Outcome 1.3 An effective well maintained transport network

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Maintain and improve road network in line with resource capacity	1.3.1.1	Maintain and improve road network in line with Asset Management Plans	■	■	■	■	→
Review and implement the Airport Master Plan	1.3.2.1	Implement Airport Master Plan		■	■	■	→
	1.3.2.2	Review Airport Master Plan	■			■	

Outcome 1.4 Agriculture opportunities maintained and developed

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Support development of agricultural services	1.4.1.1	Continue to engage with stakeholders within agricultural industry to ensure appropriate service provision	■	■	■	■	→
	1.4.1.2	Ensure appropriate consideration of the agricultural industry requirements in the preparation of the Local Planning Scheme and Local Planning Strategy	■	■	■	■	→
	1.4.1.13	Ensure agriculture is an integral element of the proposed Economic Development Strategy		■	■		
	1.4.1.4	Advocate for the interests of agriculture as a critical component of our economy	■	■	■	■	→

Social Objective

To provide community facilities and promote social interaction

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 2.1 Provision of youth services

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Develop and implement a youth strategy	2.1.1.1	Budget for the development of a youth strategy and engage with stakeholders.	■				
	2.1.1.2	Provide youth services and facilities in accordance with the youth strategy		■	■	■	→
	2.1.1.3	Work with local youth service providers	■	■	■	■	→

Outcome 2.2 Build a healthier and safer community

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Support the provision of community security services and facilities	2.2.1.1	Develop a community safety and security strategy			■		
	2.2.1.2	Maintain and further develop the CCTV network	■	■	■	■	→
	2.2.1.3	Advocate for increased police and justice services	■	■	■	■	→
Advocate for mental health and social support services	2.2.2.1	Lobby for increased mental health support services	■	■	■	■	→
	2.2.2.2	Lobby for increased social support services	■	■	■	■	→
Continue and improve provision of in-home care services	2.2.3.1	Continue to support the provision of HACC and aged services	■	■	■	■	→
	2.2.3.2	Lobby for increased funding for HACC and in-home care services	■	■	■	■	→

Social Objective (continued)

Outcome 2.3 Existing strong community spirit and pride is fostered, promoted and encouraged

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Develop and activate Sport and Recreation Master Plan	2.3.1.1	Seek funding and develop Sport and Recreation Master Plan	■	■			
	2.3.1.2	Activate Sport and Recreation Master Plan			■	■	
Engage and support community groups and volunteers	2.3.2.1	Continue to provide the community chest	■	■	■	■	→
	2.3.2.2	Advocate on behalf of volunteer and community groups	■	■	■	■	→
	2.3.2.3	Support emergency services	■	■	■	■	→
Facilitate and support community events	2.3.3.1	Continue to support existing community events	■	■	■	■	→
	2.3.3.2	Investigate opportunities and support for new community events	■	■	■	■	→
Provide improved community facilities (eg library/recreation)	2.3.4.1	Improve and continue to provide community facilities in line with Asset Management Plans	■	■	■	■	→
Encourage and support continued development of arts and culture	2.3.5.1	Continue to support arts and cultural activities within the district	■	■	■	■	→

Outcome 2.4 Cultural and heritage diversity is recognised

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Maintain and enhance heritage assets	2.4.1.1	Review Municipal Heritage List			■		
	2.4.1.2	Maintain heritage assets in line with AMP's	■	■	■	■	→
	2.4.1.3	Seek and support initiatives for enhancement of heritage assets in the district	■	■	■	■	→
Support our Narrogin cultural and indigenous community	2.4.2.1	Continue to engage with cultural and indigenous community	■	■	■	■	→
	2.4.2.2	Review the Community Engagement Strategy		■			
	2.4.2.3	Lobby for long term funding in support of cultural and indigenous initiatives	■	■	■	■	→

Social Objective (continued)

Outcome 2.5 A broad range of quality education services and facilities servicing the region

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Advocate for increased education facilities for the region	2.5.1.1	Continue lobbying for increased education facilities	■	■	■	■	→
Advocate for and support increased education services	2.5.2.1	Continue lobbying for increased education services	■	■	■	■	→

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Environment Objective

Conserve, protect and enhance our natural and built environment

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 3.1 A preserved natural environment

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Conserve, enhance, promote and rehabilitate the natural environment	3.1.1.1	Develop and implement the Local Biodiversity Strategy	■				
	3.1.1.2	Develop and implement Natural Resource Plans			■		
	3.1.1.3	Continue to implement and support Foxes Lair Management Plan	■	■	■	■	→

Outcome 3.2 Effective waste service

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Support the provision of waste services	3.2.1.1	Continue to investigate regional waste facility	■	■	■	■	→
	3.2.1.2	Continue to implement the waste management plan	■	■	■	■	→

Outcome 3.3 Efficient use of resources

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Increase resource usage efficiency	3.3.1.1	Seek funding to improve and expand treated waste water irrigation system	■	■			
	3.3.1.2	Continue to work with research institutes for alternative energy	■	■	■	■	→
	3.3.1.3	Seek funding to harvest and reutilise storm water	■				

Outcome 3.4 A well maintained built environment

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Improve and maintain built environment	3.4.1.1	Maintain and implement Asset Management Plans	■	■	■	■	→
	3.4.1.2	Investigate and implement Shire of Narrogin (incorporating Narrogin and Highbury) Townscape Plan	■				
	3.4.1.3	Review the Shire of Narrogin Townscape Plan				■	

Civic Leadership Objective

Continually enhance the Shire's organisational capacity to service the needs of a growing community

The following tables reflect the future actions to be undertaken for each strategy. The prioritisation of the actions is reflected by a square indicating when the action is planned to be undertaken.

Outcome 4.1 An efficient and effective organisation

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Continually improve operational efficiencies and provide effective services	4.1.1.1	Provide quality customer service	■	■	■	■	→
	4.1.1.2	Review, update and maintain strategic and operational plans	■	■	■	■	→
	4.1.1.3	Continue to provide quality regulatory services (planning/ building /health/ranger services)	■	■	■	■	→
	4.1.1.4	Continue to utilise technological developments to enhance efficiencies	■	■	■	■	→
	4.1.1.5	Continue to develop shared service provision	■	■	■	■	→
	4.1.1.6	Support and provide training and development opportunities for Elected Members and staff	■	■	■	■	→
Continue to enhance communication and transparency	4.1.2.1	Promote participation of community stakeholders	■	■	■	■	→
	4.1.2.2	Utilise diverse communication channels	■	■	■	■	→
	4.1.2.3	Build increased awareness of Shire operations and services	■	■	■	■	→
	4.1.2.4	Encourage community interest in Local Government Elected Member leadership	■	■	■	■	→

Outcome 4.2 An employer of choice

Strategy	Action No.	Actions	2018-19	2019-20	2020-21	2021-22	2022 Onwards
Provide a positive, desirable workplace	4.2.1.1	Provide an attractive and safe work environment	■	■	■	■	→
	4.2.1.2	Maintain a positive work culture and teamwork	■	■	■	■	→

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Measuring Success

The intended outcome of this Plan is to align the community's visions and aspirations for the future of the Shire of Narrogin to the Shire's objectives. Success will be measured by both quantifiable and non-quantifiable outcomes.

Key performance measures provide an indication of whether the Shire is meeting the objectives and will be monitored and reported. The measures for each objective are provided in the table below.

Objectives		Key Performance Measures
ECONOMIC	<i>Support growth and progress, locally and regionally</i>	<ul style="list-style-type: none"> Population statistics No. of development approvals Assessed vacancy rates (business and residential) No. of building approvals
SOCIAL	<i>To provide community facilities and promote social interaction</i>	<ul style="list-style-type: none"> Social media activity Community participation levels in recreation activities and events Recreation Centre usage rates Reduction in anti-social behaviour
ENVIRONMENT	<i>Conserve, protect and enhance our natural and built environment</i>	<ul style="list-style-type: none"> Statutory asset management ratios Compliance with statutory reviews required by the Local Planning Framework Compliance with statutory requirements for the review of the Municipal Heritage Inventory
CIVIC LEADERSHIP	<i>Continually enhance the Shire's organisational capacity to service the needs of a growing community</i>	<ul style="list-style-type: none"> Statutory financial ratios Employee retention rates Volunteer levels

Services and Facilities

Services and facilities provided by the Shire are linked with the relevant strategy of the Strategic Community Plan in the following table. The table reflects the strong connection between the services and facilities provided by the Shire and the desired outcomes and community vision.

Services/Facilities	Associated Strategic Reference	Services/Facilities	Associated Strategic Reference
Community Facilities		Shire Services	
Caravan park	1.2.1 3.4.1	Building control	4.1.1
Children's playgrounds	2.3.4 3.4.1	Community consultation & engagement	2.4.2 4.1.2
Gnarojin park	1.2.1 2.3.4 3.4.1	Council's customer service & payments	4.1.1
Library	2.3.4 3.4.1	Economic development	1.1.1 1.1.2 1.1.3 1.2.1 1.4.1 3.1.1
Narrogin Regional Leisure Centre	1.1.2 1.2.1 2.3.1 3.4.1	Environmental initiatives	3.1.1 3.2.1 3.3.1
Outdoor gym	2.3.1 2.3.4	Festival & event management	2.3.3
Parks, gardens & ovals	2.3.4 3.4.1	Financial management	4.1.1
Public toilets	2.3.4 3.4.1	Fire control & emergency management	2.3.2 3.1.1
Reserves & public open spaces	1.2.1 3.1.1	Governance & advocacy	1.1.1 1.1.3 2.2.1 2.2.2 2.2.3 2.3.2 2.4.1 2.4.2 3.1.1 4.1.1 4.1.2 4.2.1
Skate park	2.1.1 2.3.1 2.3.4	Health administration, inspection & education	4.1.1
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Cemetery	3.4.1		
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Roads, verges & footpaths	1.3.1 3.4.1		

For further details on the Corporate Business Plan please contact

Shire of Narrogin

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Narrogin
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The Chief Executive Officer brought to the attention of the Meeting the previously recorded Impartiality Interest declaration by Cr Shultz.

10.3.046 PROPOSED LEASE TO REGIONAL EARLY EDUCATION AND DEVELOPMENT INC. (PRIVATE TREATY) – PART 2, LOT 36, 39-45 FEDERAL STREET, NARROGIN

File Reference: A 162100
Disclosure of Interest: Nil
Applicant: Regional Early Education and Development Inc.
Previous Item Nos: Nil
Date: 18 June 2018
Author: Frank Ludovico – Executive Manager Corporate and Community Services
Authorising Officer: Dale Stewart – Chief Executive Officer

Attachments

Attachment 1 – Proposed lease Regional Early Education and Development Inc.

Summary

To consider the leasing of Part 2, Lot 36, at 39-45 Federal Street Narrogin, commonly known as the "Old Shire Offices" to Regional Early Education and Development Inc. (REED).

Background

Council would be aware there have been ongoing negotiations with REED for the use of the "Old Shire Offices" (downstairs and upstairs) in Federal Street Narrogin. This multifunctional service caters to the needs of Narrogin and its surrounding community by providing different types of child care

- Permanent and Occasional Childcare
- Before School, After School and Vacation Care
- Great Beginnings Family Day Care Service

They were recently successful in obtaining grants up to \$1.4 million to provide quality childcare services across the region.

This expanded role has necessitated the organisation to seek office space to house their administrative unit.

Comment

- A draft lease on the following terms has been negotiated:
- Term: 2 years plus a 2 year option.
- Lease payment: \$3,500 pa (plus GST) for the first 2 years and reviewed prior to the commencement of any additional term.
- REED will meet all outgoing expenses.
- Council will only be responsible for major capital expenditure.

As REED is considered to be an incorporated body whose objects are a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions (*Local Government (Functions and General) Regulations 1996 Regulation 30(2)(b)*) and therefore considered to be an exempt disposition of property.

This means there is no requirement to obtain a valuation or advertise the disposal.

The style of the lease has been updated to reflect the current standard in leasing to community groups.

Consultation

- Frank Ludovico – Executive Manager Corporate and Community Services
- Executive of the Regional Early Education and Development Inc.
- Aaron Cook – former Chief Executive Officer Shire of Narrogin.

Statutory Environment

The *Local Government Act 1995 Section.3.58* addresses the disposition of property.

The Local Government (*Function and General) Regulations 1993 Regulation 30* provides for exemptions from the disposition requirements.

Policy Implications

Nil

Financial Implications

Rental of \$3,500 pa will be received for the property. This amount was determined by agreement between the parties based on the same rental applied with the Day Care Centre operated by Narrogin Regional Childcare Centre at the corner of William Kennedy Way and Park Street Narrogin.

The market valuation for the lettable area of 159 m² at February 2017 was \$11,900 per annum, being a discount of \$8,400.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community
Strategy:	2.2.1 Support the provision of community security services and facilities
Outcome:	2.3 Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.3.2 Engage and support community groups and volunteers
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.3 Efficient use of resources
Strategy:	3.3.1 Increase resource usage efficiency

Voting Requirements

Absolute Majority

Officers' Recommendation

That with respect to the proposed lease to Regional Early Education and Development Inc. that Council:

1. Delegate authority to the Chief Executive Officer to finalise the negotiations with Regional Early Education and Development Inc. for the proposed lease (including minor amendments) for – Part 2, Lot 36, 39-45 Federal Street, Narrogin as per Attachment 1.
2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the proposed lease and any other necessary documentation.

COUNCIL RESOLUTION 0618.060

Moved: Cr Wiese Seconded: Cr Fisher

That with respect to the proposed lease to Regional Early Education and Development Inc., Council:

1. Delegate authority to the Chief Executive Officer to finalise the negotiations with Regional Early Education and Development Inc. for the proposed lease (including minor amendments) for – Part 2, Lot 36, 39-45 Federal Street, Narrogin as per Attachment 1 as amended.
2. Authorise the President and Chief Executive Officer to sign and affix the Common Seal to the proposed lease and any other necessary documentation.
3. Include provision in the agreement, the reference to the market valuation as at February 2017 being discounted from \$11,900 per annum to the agreed rent of \$3,500 per annum, in recognition of the Shire's acknowledgement of their valued contribution as an essential community service of the region.

CARRIED BY AN ABSOLUTE MAJORITY 8/0

Reason for change:

- Paragraph 1 was amended so that Attachment 1, the proposed lease, will be amended so that all instances of 'Clause 0' will be edited and correctly re-numbered.
- Paragraph 3 is included so that the leases reflects acknowledgment of the fact that the Shire of Narrogin wished to record the value of the contribution, by way of discount, to this community service.

Lease of Offices

Shire of Narrogin

and

Regional Early Education and Development Inc.

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Details

Parties

Shire of Narrogin

of PO Box 1145, Narrogin, Western Australia
ABN 46 564 581 944
(Lessor)

Regional Early Education and Development Inc.

of 43 Federal Street, Narrogin, Western Australia
ABN 36 101 516 994
(Lessee)

Background

- A The Lessor is registered as the proprietor of the Land.
- B The Lessor has agreed to lease and the Lessee has agreed to take a lease of the Premises upon the terms and conditions contained in this Deed.

Agreed terms

1. Definitions

In this Lease, unless otherwise required by the context or subject matter:

Amounts Payable means the Rent and any other money payable by the Lessee under this Lease;

Authorised Person means:

- (a) an agent, employee, licensee or invitee of the Lessor; and
- (b) any person visiting the Premises with the express or implied consent of any person mentioned in paragraph (a);

CEO means the Chief Executive Officer for the time being of the Lessor or any person appointed by the Chief Executive Officer to perform any of her or his functions under this Lease;

Commencement Date means the date of commencement of the Term specified in **Item 4** of the Schedule;

Contaminated Sites Act means the *Contaminated Sites Act 2003 (WA)*;

CPI means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics;

Environmental Contamination has the same meaning as the word “contaminated” in the Contaminated Sites Act;

Encumbrance means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat;

Further Term means each further term specified in **Item 3** of the Schedule;

Good Repair means good and substantial tenantable repair and in clean, good working order and condition;

Interest Rate means the rate of 11%;

Land means the land described at **Item 1** of the Schedule;

Lease means this deed as supplemented, amended or varied from time to time;

Lessee's Agents includes:

- (a) the sublessees, employees, agents, contractors, invitees and licensees of the Lessee; and
- (b) any person on the Leased Premises by the authority of a person specified in paragraph (a);

Lessee's Covenants means the covenants, agreements and obligations set out or implied in this Lease or imposed by law to be performed and observed by any person other than the Lessor;

Lessor's Covenants means the covenants, agreements and obligations set out or implied in this Lease, or imposed by law to be observed and performed by the Lessor;

Notice means each notice, demand, consent or authority given or made to any person under this Lease;

Party means the Lessor or the Lessee according to the context;

Premises means the premises described at **Item 1** of the Schedule;

Rent means the rent specified in **Item 5** of the Schedule;

Schedule means the Schedule to this Lease;

Term means the term of years specified in **Item 2** of the Schedule and any Further Term; and

Termination means expiry by effluxion of time or sooner determination of the Term or any period of holding over.

2. Interpretation

In this Lease, unless expressed to the contrary:

- (a) words importing:
 - (i) the singular includes the plural and vice versa; and
 - (ii) a gender or genders include each other gender;
- (b) if a word or phrase is assigned a particular meaning, other grammatical forms of that word or phrase have a corresponding meaning;
- (c) a reference to:

- (i) a natural person includes a body corporate or local government;
 - (ii) a body corporate or local government includes a natural person;
 - (iii) a professional body includes a successor to or substitute for that body;
 - (iv) a Party includes its legal personal representatives, successors and assigns and if a Party comprises two or more persons, the legal personal representatives, successors and assigns of each of those persons;
 - (v) a statute, includes an ordinance, code, regulation, award, town planning scheme, regulation, local law, by-law, requisition, order or other statutory instruments made under any of them and a reference to any of them, whether or not by name, includes any amendments to, re-enactments of or replacements of any of them from time to time in force;
 - (vi) a right includes a benefit, remedy, discretion, authority or power;
 - (vii) an obligation includes a warranty or representation and a reference to a failure to observe or perform an obligation includes a breach of warranty or representation;
 - (viii) this Lease or provisions of this Lease or any other deed, agreement, instrument or contract includes a reference to:
 - (A) both express and implied provisions; and
 - (B) that other deed, agreement, instrument or contract as varied, supplemented, replaced or amended;
 - (ix) writing includes any mode of representing or reproducing words in tangible and permanently visible form and includes facsimile transmissions;
 - (x) any thing (including, without limitation, any amount) is a reference to the whole or any part of it and a reference to a group of things or persons is a reference to any one or more of them; and
 - (xi) a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure is a reference to, respectively, a subparagraph, paragraph, subclause, clause, Item, Schedule or Annexure of this Lease;
- (d) the covenants and obligations on the part of the Lessee not to do or omit to do any act or thing include:
- (i) covenants not to permit that act or thing to be done or omitted to be done by a Lessee's Agent; and
 - (ii) a covenant to take all reasonable steps to ensure that that act or thing is not done or omitted to be done;
- (e) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions; and
- (f) if a Party comprises two or more persons, the covenants and agreements on their part bind them and must be observed and performed by them jointly and each of them severally, and may be enforced against any one or more of them.

3. Minister for Lands Consent

Not applicable.

4. Grant of lease

The Lessor leases to the Lessee the Premises for the Term subject to:

- (a) all Encumbrances;
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Lessee's Covenants.

5. Quiet enjoyment

Except as provided in the Lease, for so long as the Lessor is registered as the proprietor in fee simple in the Land, and subject to the performance and observance of the Lessee's Covenants the Lessee may quietly hold and enjoy the Premises during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

6. Rent and other payments

The Lessee covenants with the Lessor:

Rent

To pay to the Lessor the Rent in the manner set out at **Item 5** of the Schedule on and from the Commencement Date clear of any deductions.

Outgoings

- (1) To pay to the Lessor or to such person as the Lessor may from time to time direct punctually all the following outgoings or charges, assessed or incurred in respect of the Premises:
 - (a) local government rates, specified area rates, taxes, service and other charges and including charges for rubbish and garbage removal;
 - (b) water, drainage and sewerage rates, charges for disposal of stormwater, meter rent and excess water charges;
 - (c) telephone, electricity, gas and other power and light charges including but not limited to meter rents and the cost of installation of any meter, wiring, internet connections or telephone connection;
 - (d) land tax and metropolitan regional improvement tax on a single ownership basis;
 - (e) premiums, excess and other costs arising from the insurance obtained by the Lessor pursuant to **clause 8.2**. For the avoidance of doubt, the parties agree:
 - (i) that if such premium or cost does not include a separate assessment or identification of the Premises or the Land, the Lessee must pay a proportionate part of such premium or cost determined by the Lessor acting reasonably; and
 - (ii) such insurance will include insurance for the full replacement value of buildings; and

- (f) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Premises.
- (2) If the Premises are not separately charged or assessed the Lessee will pay to the Lessor a proportionate part of any charges or assessments referred to in **clause 6(1)** being the proportion that the Premises bears to the total area of the land or premises included in the charge or assessment.

Interest

Without affecting the rights, power and remedies of the Lessor under this Lease, to pay to the Lessor interest on demand on any Amounts Payable which are unpaid for 7 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

Costs

- (3) To pay to the Lessor on demand:
 - (a) all duty, fines and penalties payable under the *Duties Act 2008* and other statutory duties or taxes payable on or in connection with this Lease;
 - (b) all registration fees in connection with this Lease; and
 - (c) all legal costs of and incidental to the instructions for the preparation, execution and stamping of this Lease and all copies.
- (4) To pay to the Lessor all costs, legal fees, disbursements and payments incurred by or for which the Lessor is liable in connection with or incidental to:
 - (a) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
 - (b) any breach of covenant by the Lessee or the Lessee's Agents;
 - (c) the preparation and service of a notice under Section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;
 - (d) any work done at the Lessee's request; and
 - (e) any action or proceedings arising out of or incidental to any matters referred to in this **clause 0** or any matter arising out of this Lease.

Accrual of amounts payable

Amounts Payable accrue on a daily basis.

7. Rent Review

Rent to be Reviewed

The Rent will be reviewed on and from each Rent Review Date to determine the Rent to be paid by the Lessee until the next Rent Review Date.

Methods of Review

The review will be either based on CPI or a Market Review. The basis for each rent review is as identified for each Rent Review Date in **Item 6** of the Schedule.

CPI Review

A rent review based on CPI will increase the amount of Rent payable during the immediately preceding period by the percentage of any increase in CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Rent Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Rent Review Date. If there is a decrease in CPI having regard to the relevant CPI publications the Rent payable from the relevant Rent Review Date will be the same as the Rent payable during the immediately preceding period. Should the CPI be discontinued or suspended at any time or its method of computation substantially altered, the parties shall endeavour to agree upon the substitution of the CPI with an equivalent index, or failing agreement by the parties, the substitution shall be made by a Valuer appointed in accordance with **clause 0**.

Market Rent Review

- (1) A rent review based on market rent will establish the current market rent for the Premises (which will not be less than the Rent payable in the period immediately preceding the Rent Review Date) by agreement between the parties and failing agreement, will be determined in accordance with the following provisions.
- (2) If agreement as to the substitution of the CPI with an equivalent index for the Premises is not reached at least one (1) month prior to the relevant Rent Review Date then the current market rent for the Premises will be determined at the expense of the Lessee by a valuer (**Valuer**) licensed under the Land Valuers Licensing Act 1978, to be appointed, at the request of either party, by the President for the time being of the Australian Property Institute (Western Australian Division) (or if such body no longer exists, such other body which is then substantially performing the functions performed at the Commencement Date by that Institute).
- (3) The Valuer will act as an expert and not as an arbitrator and his or her decision will be final and binding on the parties. The parties will be entitled to make submissions to the Valuer.
- (4) In this **clause 7**, “current market rent” means the rent obtainable for the Premises in a free and open market if the Premises was unoccupied and offered for rental for the use for which the Premises is permitted pursuant to this Lease and on the same terms and conditions contained in this Lease, BUT will not include:
 - (a) any improvements made or effected to the Premises by the Lessee; and
 - (b) any rent free periods, discounts or other rental concessions.

Rent will not decrease

Notwithstanding the provisions in this clause, the Rent payable from any Rent Review based on CPI Review will not be less than the Rent payable in the period immediately preceding such Rent Review Date.

Lessor’s right to review

The Lessor may institute a rent review notwithstanding the Rent Review Date has passed and the Lessor did not institute a rent review on or prior to that Rent Review Date, and in which case the Rent agreed or determined shall date back to and be payable from the Rent Review Date for which such review is made.

8. Insurance

Insurance required

The Lessee must effect and maintain with insurers approved by the Lessor (noting the Lessor's and the Lessee's respective rights and interest in the Premises) for the time being:

- (a) adequate public liability insurance for a sum not less than the sum set out at **Item 8** of the Schedule in respect of any one claim or such greater amount as the Lessor may from time to time reasonably require;
- (b) insurance against all risks as the Lessor may require, of all plate glass windows, doors and display show cases forming part of or within the Premises for a sum which is not less than its full insurable value;
- (c) insurance to cover the Lessee's fixtures, fittings, equipment and stock against loss or damage by fire, fusion, smoke, lightning, flood, storm, tempest, earthquake, sprinkler leakage, water damage and other usual risks against which a Lessee can and does ordinarily insure in their full replacement value, and loss from theft or burglary;
- (d) employers' indemnity insurance including workers' compensation insurance in respect of all employees of the Lessee employed in, about or on the Premises; and
- (e) any other policy of insurance which the Lessor may reasonably require or specify from time to time.

Building Insurance to be effected by Lessor

The Lessor shall effect and keep effected insurance to the full insurable value on a replacement or reinstatement value basis of the Premises against damage arising from fire, tempest, storm, earthquake, explosion, aircraft, or other aerial device including items dropped from any device, riot, commotion, flood, lightning, act of God, fusion, smoke, rainwater, leakage, impact by vehicle, machinery breakdown and malicious acts or omissions and other standard insurable risks and the Lessee will reimburse the Lessor for any premiums, excess or other costs arising therefrom.

Details and receipts

In respect of the insurances required by **clause 0** the Lessee must:

- (f) upon renewal of any insurance policy immediately forward to the Lessor copies of Certificates of Currency and details of the insurances as held by the Lessee;
- (g) promptly pay all premiums and produce to the Lessor each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (h) notify the Lessor immediately:
 - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
 - (ii) when a policy of insurance is cancelled.

Lessee May be Required to Pay Excess on Insurances

The Lessee AGREES with the Lessor that it shall be responsible to pay any excess payable in connection with the insurances referred to in **clause 0** and **clause 0**.

Not to invalidate

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Premises which might:

- (i) render any insurance effected under **clause 0** and **clause 0** on the Premises, or any adjoining premises, void or voidable; or
- (j) cause the rate of a premium to be increased for the Premises or any adjoining premises (except insofar as an approved development may lead to an increased premium).

Report

Each Party must report to the other promptly in writing and in an emergency verbally:

- (k) any damage to the Premises of which they are or might be aware; and
- (l) any circumstances of which they are aware and which are likely to be a danger or cause any damage or danger to the Premises or to any person in or on the Premises.

Settlement of claim

The Lessor may, but the Lessee may not without prior written consent of the Lessor, settle or compromise any claims under any policy of insurance required by **clause 0** and **clause 0**.

Lessor as attorney

The Lessee irrevocably appoints the Lessor as the Lessee's attorney during the Term:

- (m) in respect to all matters and questions which may arise in relation to any insurances required by **clause 0** and **clause 0**;
- (n) with full power to demand, sue for and recover and receive from any insurance company or society or person liable to pay the insurance money as are payable for the risks covered by the insurances required by **clause 0** and **clause 0**;
- (o) to give good and effectual receipts and discharges for the insurance; and
- (p) to settle, adjust, arbitrate and compromise all claims and demands and generally to exercise all powers of absolute owner.

9. Indemnity

Lessee responsibilities

- (1) The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Premises.
- (2) The Lessee is responsible and liable for all acts or omissions of the Lessee's Agents on the Premises and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

Indemnity

- (3) The Lessee indemnifies, and shall keep indemnified, the Lessor from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor, or brought, maintained or made against the Lessor, in respect of:
 - (a) any loss whatsoever (including loss of use);
 - (b) injury or damage of, or to, any kind of property or thing; and

(c) the death of, or injury suffered by, any person,

caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:

- (i) the use or occupation of the Premises by the Lessee or the Lessee's Agents;
- (ii) any work carried out by or on behalf of the Lessee on the Premises;
- (iii) the Lessee's activities, operations or business on, or other use of any kind of, the Premises;
- (iv) the presence of any Contamination, Pollution or Environmental Harm in on or under the Premises or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
- (v) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's covenants or obligations under this Lease; or
- (vi) an act or omission of the Lessee.

Obligations Continuing

The obligations of the Lessee under this clause:

- (d) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations under **clause 0** will be reduced by the extent of such payment.
- (e) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

No indemnity for Lessor's negligence

The parties agree that nothing in this clause shall require the Lessee to indemnify the Lessor, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

Release

(4) The Lessee:

- (a) agrees to occupy and use the Premises at the risk of the Lessee; and
- (b) releases to the full extent permitted by law, the Lessor from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Premises or arising from the Lessee's use or occupation of the Premises by;
 - (ii) loss of or damage to the Premises or personal property of the Lessee; and
 - (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Premises or surrounding area

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

- (5) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

10. Limit of Lessor's liability

No liability for loss on Premises

The Lessor will not be liable for loss, damage or injury to any person or property in or about the Premises however occurring.

Limit on liability for breach of Lessor's covenants

- (1) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is registered as the proprietor in fee simple in the Premises.
- (2) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

11. Maintenance, repair and cleaning

Generally

- (1) The Lessee AGREES during the Term and for so long as the Lessee remains in possession or occupation of the Premises to maintain, replace, repair, clean and keep the Premises (which for the avoidance of doubt includes the Lessor's Fixtures and Fittings) and Appurtenances in Good Repair having regard to the age of the Premises at the Commencement Date PROVIDED THAT this subclause shall not impose on the Lessee any obligation:
 - (a) to carry out repairs or replacement that are necessary as a result of fair and reasonable wear and tear, EXCEPT when such repair or replacement is necessary because of any act or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee (or its servants, agents, contractors or invitees); and
 - (b) in respect of any structural maintenance, replacement or repair EXCEPT when such maintenance, repair or replacement is necessary because of any act or omission of or on the part of the Lessee (or its servants, agents, contractors or invitees), or by the Lessee's particular use or occupancy of the Premises.
- (2) In discharging the obligations imposed on the Lessee under this subclause, the Lessee shall where maintaining, replacing, repairing or cleaning:
 - (a) any electrical fittings and fixtures;
 - (b) any plumbing;
 - (c) any air-conditioning fittings and fixtures;
 - (d) any gas fittings and fixtures,

in or on the Premises use only licensed trades persons, or such trades persons as may be approved by the Lessor and notified to the Lessee, which approval shall not be unreasonably withheld.

- (3) The Lessee must take such reasonable action as is necessary to:
- (a) prevent, if it has occurred as a result of the Lessee's use of the Premises; and
 - (b) rectify or otherwise ameliorate,
- the effects of erosion, drift or movement of sand, soil, dust or water on or from the Premises.

Cleaning

The Lessee must at all times keep the Premises clean, tidy, unobstructed and free from dirt and rubbish.

Repair

Unless such damage is the Lessor's responsibility pursuant to the terms of the Lease, the Lessee must promptly repair at its own expense to the satisfaction of the Lessor, any damage to the Premises, regardless of how the damage is caused and replace any of the Lessor's fixtures and fittings which are or which become damaged.

Responsibility for Securing the Premises

The Lessee must ensure the Premises, including Lessor's and Lessee's fixtures and fittings, are appropriately secured at all times.

Maintain surroundings

- (4) The Lessee must regularly inspect and maintain in good condition any part of the Premises which surrounds any buildings, including but not limited to any flora, gardens, lawns, shrubs, hedges and trees.
- (5) The Lessee agrees that any pruning of trees must be undertaken by a qualified tree surgeon.
- (6) If any flora, trees or lawn dies the Lessee must replace the flora, trees or lawn at its own expense.
- (7) The Lessee must plant and care for such trees on the Premises as the Lessor may from time to time reasonably require.
- (8) The Lessee may not remove any trees, shrubs or hedges without first consulting with and obtaining the approval of the Lessor, except where necessary for urgent safety reasons.

Lessor's Fixtures and Fittings

The Lessee covenants and agrees that the Lessor's Fixtures and Fittings will remain the property of the Lessor and must not be removed from the Premises at any time.

Pest control

The Lessee must keep the Premises free of any pests and vermin and the cost of extermination will be borne by the Lessee.

Painting

- (9) The Lessee must on or before each repainting date as stated in **Item 9** of the Schedule paint with at least 2 coats of paint those parts of the Premises usually painted internally.
- (10) All painting carried out on the Premises must be carried out by a registered painting contractor; and the registered painting contractor or other person engaged by the Lessee to paint the Premises must:

- (a) do so in a proper manner using good quality materials;
- (b) have the colour and quality of the materials approved in writing by the Lessor before the work commences;
- (c) comply with all reasonable directions given or requests made by the Lessor; and
- (d) be finished in a proper and workmanlike manner.

Drains

- (11) The Lessee must keep and maintain the waste pipes drains and conduits originating in the Premises or connected thereto in a clean clear and free flowing condition and must pay to the Lessor upon demand the cost to the Lessor of clearing any blockage which may occur in such waste pipes, drains and conduits between the external boundaries of the Premises and the point of entry thereof into any trunk drain unless such blockage has been caused without neglect or default on the part of the Lessee.
- (12) The Lessee must not permit the drains, toilets, grease traps (if any) and other sanitary appliances on the Premises to be used for any purpose other than that for which they were constructed and must not allow any foreign matter or substance to be thrown therein.

12. Use

Restrictions on use

(1) Generally

The Lessee must not and must not suffer or permit a person to:

- (a) use the Premises or any part of it for any purpose other than the Permitted Purpose; or
- (b) use the Premises for any purpose which is not permitted under any local or town planning scheme, local laws, acts, statutes or any law relating to health.

(2) No offensive or illegal acts

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any harmful, offensive or illegal act, matter or thing.

(3) No nuisance

The Lessee must not and must not suffer or permit a person to do or carry out on the Premises any thing which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties.

(4) No dangerous substances

The Lessee must not and must not suffer or permit a person to store any dangerous compound or substance on or in the Premises, otherwise than in accordance with the following provisions:

- (a) any such storage must comply with all relevant statutory provisions;
- (b) all applications for the approval or renewal of any licence necessary for such storage must be first referred to the Lessor;
- (c) the Lessor may within its absolute discretion refuse to allow the storage of any particular dangerous compound or substance on the Premises; and

(d) upon the request of the Lessor, the Lessee will provide a list of all dangerous compounds or substances stored on the Premises.

(5) No harm or stress

The Lessee must not and must not suffer or permit a person to do any act or thing which might result in excessive stress or harm to any part of the Premises.

(6) No signs

The Lessee must not and must not suffer or permit a person to display from or affix any signs, notices or advertisements on the Premises without the prior written consent of the Lessor.

(7) No smoking

The Lessee must not suffer or permit a person to smoke inside any building or other enclosed area on the Premises.

(8) Consumption of alcohol

The Lessee must not suffer or permit a person to use or allow the Premises to be used for the consumption of alcohol without first obtaining the written consent of the Lessor.

(9) Sale of Alcohol

The Lessee will not sell or supply liquor from the Premises or allow liquor to be sold or supplied from the Premises without the prior written consent of the Lessor and then only in accordance with the provisions of the *Liquor Control Act 1988*, *Health (Food Hygiene) Regulations 1993*, *Liquor Licensing Regulations 1989* and any other relevant written laws that may be in force from time to time.

(10) Removal of rubbish

The Lessee must keep the Premises free from dirt and rubbish and to store and keep all trade waste and garbage in proper receptacles.

(11) No pollution

The Lessee must do all things necessary to prevent pollution or contamination of the Premises by garbage, refuse, waste matter, oil and other pollutants.

No warranty

The Lessor gives no warranty:

- (a) as to the use to which the Premises may be put; or
- (b) that the Lessor will issue any consents, approvals, authorities, permits or licences required by the Lessee under any statute for its use of the Premises.

Lessee to Observe Copyright

In the event that the Lessee or any person sub-leasing, hiring, or in temporary occupation of the Premises provides, contracts for, or arranges for the performance, exhibition or display of any music or work of art the copyright of which is not vested in the Lessee or that person, the Lessee shall ensure that all obligations in regard to payment of copyright or licensing fees with the owner or licensor of the copyright are met before any such performance, exhibition or display is held.

Premises Subject to Restriction

The Lessee accepts the Premises for the Term subject to any existing prohibition or restriction on the use of the Premises.

Indemnity for Costs

The Lessee indemnifies the Lessor against any claims or demands for all costs, on a solicitor client basis, reasonably incurred by the Lessor by reason of any claim in relation to any matters set out in this **clause 12**.

13. Alcohol

Not applicable.

14. Minimise nuisance to neighbours

Not applicable.

15. Alterations

Restriction

- (1) The Lessee must not without prior written consent:
 - (a)
 - (i) from the Lessor;
 - (ii) from any other person from whom consent is required under this Lease;
 - (iii) required under statute in force from time to time, including but not limited to the planning approval of the Lessee under a town planning scheme of the Lessee;
 - (b) make or allow to be made any alteration, addition or improvements to or demolish any part of the Premises; or
 - (c) subject to the performance of the Lessee's obligations in **clause 11**, remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Premises.

Consent

- (2) If the Lessor and any other person whose consent is required under this Lease or at law consents to any matter referred to in **clause 0** the Lessor may:
 - (a) consent subject to conditions; and
 - (i) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and
 - (ii) require that any alteration be carried out to the satisfaction of the Lessor under the supervision of an engineer or other consultant; and
 - (b) if the Lessor consents to any matter referred to in **clause 0**:
 - (i) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and

- (ii) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

Cost of Works

All works undertaken under this **clause 15** will be carried out at the Lessee's expense.

Conditions

If any of the consents given by the Lessor or other persons whose consent is required under this Lease or at law require other works to be done by the Lessee as a condition of giving consent, then the Lessee must at the option of the Lessor either:

- (c) carry out those other works at the Lessee's expense; or
 - (d) permit the Lessor to carry out those other works at the Lessee's expense,
- in accordance with the Lessor's requirements.

16. Lessor's right of entry

Entry on Reasonable Notice

The Lessee must permit entry by the Lessor or any Authorised Person onto the Premises without notice in the case of an emergency, and otherwise upon reasonable notice:

- (a)
 - (i) at all reasonable times;
 - (ii) with or without workmen and others; and
 - (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes:
 - (i) to inspect the state of repair of the Premises and to ensure compliance with the terms of this Lease;
 - (ii) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;
 - (iii) to comply with the Lessor's Covenants or to comply with any notice or order of any authority in respect of the Premises for which the Lessor is liable; and
 - (iv) to do all matters or things to rectify any breach by the Lessee of any term of this Lease but the Lessor is under no obligation to rectify any breach and any rectification under this **clause 16(b)(iv)** is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

Costs of Rectifying Breach

All costs and expenses incurred by the Lessor as a result of any breach referred to at **clause 16(b)(iv)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

17. Statutory obligations and notices

Comply with Statutes

The Lessee must:

- (a) comply promptly with all statutes and local laws from time to time in force relating to the Premises;
- (b) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Premises specified at **clause 12**;
- (c) ensure that all obligations in regard to payment for copyright or licensing fees are paid to the appropriate person for all performances, exhibitions or displays held on the Premises; and
- (d) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Premises or to the business the Lessee carries on at the Premises.

Indemnity if Lessee Fails to Comply

The Lessee indemnifies the Lessor against:

- (e) failing to perform, discharge or execute any of the items referred to in **clause 0**; and
- (f) any claims, demands, costs or other payments of or incidental to any of the items referred to in **clause 0**.

18. Report to Lessor

The Lessee must immediately report to the Lessor:

- (a) any act of vandalism or any incident which occurs on or near the Premises which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Lessee is aware or should be aware;
- (b) any occurrence or circumstances in or near the Premises of which it becomes aware, which might reasonably be expected to cause, in or on the Premises, pollution of the environment; and
- (c) all notices, orders and summonses received by the Lessee and which affect the Premises and immediately deliver them to the Lessor.

19. Default

Events of Default

A default occurs if:

- (a) the Lessee is in breach of any of the Lessee's Covenants for 28 days after a Notice has been given to the Lessee to rectify the breach or to pay compensation in money;
- (b) the association is wound up whether voluntarily or otherwise;
- (c) the Lessee passes a special resolution under the *Associations Incorporation Act 1997* altering its rules of association in a way that makes its objects or purposes inconsistent with the use permitted by this Lease;

- (d) a mortgagee takes possession of the property of the Lessee under this Lease;
- (e) any execution or similar process is made against the Premises on the Lessee's property;
- (f) the Premises are vacated, or otherwise not used, in the Lessor's reasonable opinion, for the Permitted Purpose for six month period; or
- (g) a person other than the Lessee or a permitted sublessee or assignee is in occupation or possession of the Premises or in receipt of a rent and profits.

Forfeiture

On the occurrence of any of the events of default specified in **clause 0** the Lessor may:

- (h) without notice or demand at any time enter the Premises and on re-entry the Term will immediately determine;
- (i) by notice to the Lessee determine this Lease and from the date of giving such notice this Lease will be absolutely determined; and
- (j) by notice to the Lessee elect to convert the unexpired portion of the Term into a tenancy from month to month when this Lease will be determined as from the giving of the notice and until the tenancy is determined the Lessee will hold the Premises from the Lessor as a tenant from month to month under **clause 20**,

but without affecting the right of action or other remedy which the Lessor has in respect of any other breach by the Lessee of the Lessee's Covenants or releasing the Lessee from liability in respect of the Lessee's Covenants.

Lessor may remedy breach

If the Lessee:

- (k) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (l) does or fails to do anything which constitutes a breach of the Lessee's Covenants,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's cost and expenses of remedying each breach or default.

Acceptance of Amount Payable By Lessor

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers conferred on the Lessor by the terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

Essential Terms

Each of the Lessee's Covenants in **clauses 6** (Rent and Other Payments), **7** (Insurance), **9** (Indemnity), **11** (Maintenance, Repair and Cleaning), **12** (Use), **26** (Assignment, Subletting and Charging) and **33** (Goods and Services Tax), is an essential term of this Lease but this **clause 0** does not mean or imply that there are no other essential terms in this Lease.

Breach of Essential Terms

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor:

- (m) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;
- (n) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term; and
- (o) the Lessee covenants with the Lessor that if the Term is determined:
 - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
 - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by effluxion of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Premises;

- (p) the Lessee agrees that the covenant set out in this **clause 19(o)** will survive termination or any deemed surrender at law of the estate granted by this Lease;
- (q) the Lessee may deduct from the amounts referred to at **clause 19(o)** the Rent and other money which the Lessor reasonably expects to obtain by re-letting the Premises between the date of Termination and the date on which the Term would have expired by effluxion of time; and
- (r) the Lessor must take reasonable steps to mitigate its losses and endeavour to re-let the Premises at a reasonable rent and on reasonable terms but the Lessor is not required to offer or accept rent or terms which are the same or similar to the rent or terms contained or implied in this Lease.

20. Damage or destruction of Premises

Abatement of Rent

If the Premises are at any time during the Term, without neglect or default of the Lessee, destroyed or damaged by fire or other risk covered by insurance so as to render the same unfit for the occupation and use of the Lessee, then the Rent or a proportionate part thereof (according to the nature and extent of the damage) shall abate until the Premises have been rebuilt or made fit for the occupation and use of the Lessee, and in case of any dispute arising under this provision the same will be referred to arbitration under the provisions of the *Commercial Arbitration Act 1985* and the full Rent must be paid without any deduction or abatement until the date of the arbitrator's award whereupon the Lessor will refund to the Lessee any Rent which according to the award appears to have been overpaid.

Total Damage or Destruction

If the premises are at any time during the Term destroyed or damaged to an extent as to be wholly unfit for the occupation and use of the Lessee either party may give notice in writing to the other of them given within sixty (60) days after the event elect to cancel and terminate this lease. The term will terminate upon such notice being given and the Lessee must vacate the premises and surrender

the same to the Lessor, but such termination will be without prejudice however to the liability of the Lessee under this Lease up to the date of termination.

21. Option to renew

If the Lessee at least one month, but not earlier than 12 months, prior to the date for commencement of the Further Term gives the Lessor a Notice to grant the Further Term and:

- (a) all consents and approvals required by the terms of this Lease or at law have been obtained; and
- (b) there is no subsisting default by the Lessee at the date of service of the Notice in:
 - (i) the payment of Amounts Payable; or
 - (ii) the performance or observance of the Lessee's Covenants,

the Lessor shall grant to the Lessee a lease for the Further Term at the Rent and on terms and conditions similar to this Lease other than this **clause 21** in respect of any Further Term previously taken or the subject of the present exercise and on such other terms and conditions as the Lessor may consider appropriate.

22. Holding over

If the Lessee remains in possession of the Premises after the expiry of the Term with the consent of the Lessor, the Lessee will be a monthly tenant of the Lessor at a rent equivalent to one twelfth of the Rent for the period immediately preceding expiry of the Term and otherwise on the same terms and conditions of this Lease provided that all consents required under this Lease or at law have been obtained to the Lessee being in possession of the Premises as a monthly tenant.

23. Restore premises

Prior to Termination, the Lessee at the Lessee's expense must restore the Premises to a condition consistent with the observance and performance by the Lessee of the Lessee's Covenants under this Lease fair wear and tear excepted.

24. Yield up the premises

Peacefully surrender

On Termination the Lessee must:

- (a) peacefully surrender and yield up to the Lessor the Premises in a condition consistent with the observance and performance of the Lessee's Covenants under this Lease;
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing an access to or within the Premises held by the Lessee whether or not provided by the Lessor.

Clause 0 to survive termination

The Lessee's obligation under **clause 0** will survive termination.

25. Removal of property from Premises

Remove property prior to termination

Prior to Termination, unless otherwise mutually agreed between the parties, the Lessee must remove from the Premises all property of the Lessee which is not a fixture other than air-conditioning plant and fire equipment, security alarms and security systems and other fixtures and fittings which in the opinion of the Lessor form an integral part of the Premises and promptly make good, to the satisfaction of the Lessor, any damage caused by the removal.

Lessor can remove property on re-entry

On re-entry the Lessor will have the right to remove from the Premises any property of the Lessee and the Lessee indemnifies the Lessor against all damage caused by the removal of and the cost of storing that property.

26. Casual Hire of Premises

Casual Hire

- (1) The Lessee may hire out the Premises or any part thereof on a casual basis only PROVIDED:
 - (a) such use is consistent at all times with the Permitted Purpose;
 - (b) the Lessee ensures any hirer complies strictly with the relevant terms of this Lease; and
 - (c) the Lessee obtains the prior written consent for any hire arrangements, which consent may be withheld by the Lessor in its absolute discretion.
- (2) For the purposes of this Lease, “casual hire” means any hire of the Premises by the Lessee to a third party and does not include any formal transfer, assignment or sublease of the Premises.

Lessee remains responsible for Premises at all times

The Lessee ACKNOWLEDGES that at all times, including when the Premises are hired to a third party, it remains responsible for the Premises, including without limitation any damage that may be caused or occurs during any hire period.

27. Assignment, Subletting and Charging

No assignment or sub-letting without consent

The Lessee must not assign the leasehold estate in the Premises nor Sub-let, part with possession, or dispose of the Premises or any part of the Premises without the prior written consent of the Lessor and any other persons whose consent is required under the terms of this Lease or at law.

Lessor’s Consent to Assignment and Sub-letting

Provided all parties whose consent is required, under this Lease or at law, to an assignment or Sub-letting, give their consent and any assignment or sublease is for a purpose consistent with the use of the Premises permitted by this Lease then the Lessor may not unreasonably withhold its consent to the assignment or Sub-letting of the leasehold estate created by this Lease if:

- (a) the proposed assignee or sublessee is a respectable and responsible person of good financial standing capable of continuing the permitted use for non-profit making community purposes;

- (b) all Amounts Payable due and payable have been paid and there is no existing unremedied breach, whether notified to the Lessee or not, of any of the Lessee's Covenants;
- (c) the Lessee procures the execution by:
 - (i) the proposed assignee of a deed of assignment; or
 - (ii) the proposed sublessee of a deed of sublease,

to which the Lessor is a party and which deed is prepared and completed by the Lessor's solicitors; and
- (d) the assignment contains a covenant by the assignee or sublessee with the Lessor to pay all Amounts Payable and to perform and observe all the Lessee's Covenants.

Where sublessee is a community group

If the proposed sublessee is a community group, whether or not a body corporate or unincorporated, the Lessor may not require a deed of sublease under **clause 27(c)**.

Consents of Assignee Supplementary

The covenants and agreements on the part of any assignee will be supplementary to the Lessee's Covenants and will not release the assigning lessee from the Lessee's Covenants.

Property Law Act 1969

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

Costs for assignment and sub-letting

If the Lessee wishes to assign or sub-let the leasehold estate created by this Lease the Lessee must pay all reasonable professional and other costs, charges and expenses, incurred by the Lessor or other person whose consent is required under this Lease, of and incidental to:

- (e) the enquiries made by or on behalf of the Lessor as to the respectability, responsibility and financial standing of each proposed assignee or sublessee;
- (f) any consents required under this Lease or at law; and
- (g) all other matters relating to the proposed assignment or sub-letting,

whether or not the assignment or Sub-letting proceeds.

No mortgage or charge

The Lessee must not mortgage nor charge the Premises.

28. Disputes

Referral of Dispute: Phase 1

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the Lessor's Representative as nominated in writing by the Lessor from time to time (**the Lessor's Representative**) who shall convene a meeting within 10 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor's Representative and an officer of the Lessee for the purpose of resolving the dispute (**the Original Meeting**).

Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 0** of this Lease then the dispute shall be referred in writing to the CEO of the Lessor who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and the President of the Lessee for the purpose of resolving the dispute.

Appointment of Arbitrator: Phase 3

In the event the dispute is not resolved in accordance with **clause 0** of this Lease then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act 1985* (as amended from time to time) and the Lessor and the Lessee may each be represented by a legal practitioner.

Payment of Amounts Payable to Date of Award

The Lessee must pay the Amounts Payable without deduction to the date of the award of the Arbitrator or the date of an agreement between the Parties whichever event is the earlier, and if any money paid by the Lessee is not required to be paid within the terms of the award of the Arbitrator or by agreement between the Lessor and the Lessee then the Lessor will refund to the Lessee the monies paid

29. Prior notice of proposal to change rules

The Lessee agrees that it will not change its rules of association under the Associations Incorporations Act 1987 without notifying the Lessor of its intention to make such a change prior to consideration of the required special resolution.

30. Provision of information

The Lessee agrees to provide to the Lessor:

- (a) a copy of the Lessee's audited annual statement of accounts for each year;
- (b) advice of any changes in its office holders during the Term; and
- (c) any information reasonably required by the Lessor.

31. Right to terminate upon notice

- (1) Notwithstanding any other provision of this Lease, the Parties AGREE that either party may terminate this Lease for any reason upon six months written notice to the other party.
- (2) If this Lease is terminated in accordance with this clause, **clause 24** will apply.

32. Caveat

No absolute caveat

The Lessee nor any person on behalf of the Lessee will, without the prior written consent of the Lessor, lodge any absolute caveat at Landgate against the Certificate of Title for the Land, to protect the interests of the Lessee under this Lease.

CEO & Lessor as attorney

In consideration of the Lessor having granted this Lease to the Lessee, the Lessee irrevocably appoints the Lessor and the CEO of the Lessor jointly and severally:

- (a) for the Term of this Lease;
- (b) for any holding over under this Lease; and
- (c) for a period of 6 months after Termination,

to be the agent and attorney of the Lessee in its name and on its behalf to sign and lodge at Landgate:

- (d) a withdrawal of any absolute caveat lodged by or on behalf of the Lessee;
- (e) a withdrawal of any caveat lodged by or on behalf of the Lessee and not withdrawn on Termination; and
- (f) a surrender of the estate granted by this Lease,

and the costs of withdrawing any caveat or surrendering this Lease (including the Lessor's solicitor's costs and registration fees) will be borne by the Lessee.

Ratification

The Lessee undertakes to ratify all the acts performed by or caused to be performed by the Lessor, its agent or attorney under this clause.

Indemnity

The Lessee indemnifies the Lessor against:

- (g) any loss arising directly from any act done under this clause. and
- (h) all costs and expenses incurred in connection with the performance of any act by the attorney on behalf of the Lessee under this clause.

33. Goods and services tax

Definitions

The following definitions apply for the purpose of this clause:

- (a) **Act** means the Commonwealth's *A New Tax System (Goods and Services Tax) Act 1999* and associated Acts and subsidiary legislation;
- (b) **Consideration** means the Amounts Payable or any other money payable to the Lessor under this Lease, but does not include the amount of the GST which may apply to the Amounts Payable or other money payable under the Act;
- (c) **GST** means a tax under the Act levied on a Supply including but not limited to the Amounts Payable or other money payable to the Lessor for goods or services or property or any other thing under this Lease; and
- (d) **Supply** means a good or service or any other thing supplied by the Lessor under this Lease and includes but is not limited to a grant of a right to possession of the Premises.

Lessee to pay GST

- (2) The Consideration will be increased by the amount of the GST, if any, which the Lessor is required under the Act to pay on any Supply made under this Lease.
- (3) The Lessee must pay any increase referred to at **clause 33(2)** whether it is the Lessee or any other person who takes the benefit of any Supply.
- (4) The Lessee must pay the amount of the GST to the Lessor at the same time and in the same manner as the Lessee is required to pay the Consideration under this Lease.

Consideration in Kind

If consideration in kind is accepted by the Lessor for any Supply made under this Lease, the GST amount payable to the Lessor under **clause 33(3)** in respect of the consideration in kind will be calculated by using the prevailing market value of the consideration in kind as determined by the Lessor.

- (5) No Contribution from Lessor

If the Lessee is required under this Lease to make any payment of money or give other consideration to a third party for outgoings, goods, services and benefits of any kind, the Lessee is not entitled to any contribution from the Lessor for any GST payable by it to any person.

- (6) Statement of GST paid is Conclusive

A written statement given to the Lessee by the Lessor of the amount of the GST that the Lessor pays or is liable to pay or account for is conclusive as between the Parties except in the case of an obvious error.

- (7) Tax Invoices

For each payment by the Lessee under this clause the Lessor agrees to promptly deliver to the Lessee, as required under the Act, tax invoices and adjustment notes in a form which complies with the Act, so as to enable the Lessee to claim input tax credits or decreasing adjustments for Supplies.

- (8) Reciprocity

If the Lessee furnishes any Supplies to the Lessor under this Lease, then the requirements set out in this clause with respect to the Lessee will apply to the Lessor with the necessary changes.

34. No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Lessor in performing its statutory obligations or exercising any discretion.

35. Additional Terms Covenants and Conditions

Each of the terms, covenants and conditions (if any) specified in **Item 10** of the Schedule are part of this Lease and are binding on the Lessor and the Lessee as if incorporated into the body of this Lease.

36. *Commercial Tenancy Act*

If at any time and for so long as the *Commercial Tenancy (Retail Shops) Agreements Act 1985* applies to this Lease and a provision of that Act conflicts with a provision of this Lease, then each conflicting provision of this Lease is deemed to be amended to the extent necessary to comply with that Act.

37. Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the Lessor, the CEO, an officer or the agent, solicitor, contractor or employee of the Lessor.

38. Governing law

This Lease is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

39. Statutory powers

The powers conferred on the Lessor by or under any statutes for the time being in force are, except to the extent that they are inconsistent with the terms and provisions expressed in this Lease, in addition to the powers conferred on the Lessor in this Lease.

40. Notice

Form of delivery

A Notice to a Party must be in writing and may be given or made:

- (a) by delivery to the Party personally; or
- (b) by addressing it to the Party and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by Notice to the other.

Service of notice

A Notice to a Party is deemed to be given or made:

- (c) if by personal delivery, when delivered;
- (d) if by leaving the Notice at an address specified in **clause 40(b)**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (e) if by post to an address specified in **clause 40(b)**, on the second business day following the date of posting of the Notice.

Signing of notice

A Notice to a Party may be signed:

- (f) if given by an individual, by the person giving the Notice;
- (g) if given by a corporation, by a director, secretary or manager of that corporation;
- (h) if given by a local government, by the CEO;

- (i) if given by an association incorporated under the *Associations Incorporation Act 1987*, by any person authorised to do so by the board or committee of management of the association; or
- (j) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

41. Severance

If any part of this Lease is or becomes void or unenforceable, that part is or will be severed from this Lease to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

42. Variation

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

43. Moratorium

The provisions of a statute which would but for this clause extend or postpone the date of payment of money, reduce the rate of interest or abrogate, nullify, postpone or otherwise affect the terms of this Lease do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

44. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Lease.

45. Payment of money

Any Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in the Lease or as otherwise directed by the Lessor by Notice from time to time.

46. Waiver

No general waiver

Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.

Partial exercise of right power or privilege

A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

Schedule

Item 1 Land and Premises

Land

Part Lot 36 on Deposited Plan 222890 being Part 2 of Strata Plan 78751 of the land comprised in Certificate of Title Volume 411 Folio 169.

Premises

That part of the Land depicted on the plan annexed hereto as **Annexure 1**, including all buildings, structures, alterations, additions and improvements on that part of the Land, or erected on that part of the Land during the Term.

Item 2 Term

2 years commencing on **1 July 2018** and expiring on **30 June 2020**

Item 3 Further Term

2 years commencing on **1 July 2020** and expiring on **30 June 2022**

Item 4 Commencement Date

1 July 2018

Item 5 Rent

\$3,500.00 plus GST per annum, payable annually in advance.

Item 6 Rent Review

Not applicable during the initial term of lease.

To be reviewed and mutually agreed prior to the commencement of the further term of lease.

Item 7 Permitted purpose

Administration and coordination of regional early education and development, and uses reasonably ancillary thereto.

Item 8 Public liability insurance

Twenty million dollars (\$20,000,000.00).

Item 9 Repainting Dates

June 2028

Item 10 Additional terms and covenants

None.

Signing page

EXECUTED _____ 2018

THE COMMON SEAL of THE SHIRE OF NARROGIN was hereunto affixed in the presence of:

President

Leigh BALLARD

Chief Executive Officer

Dale STEWART

THE COMMON SEAL of REGIONAL EARLY EDUCATION AND DEVLEOPMENT Inc. was hereunto affixed pursuant to the constitution of the Lessee in the presence of each of the undersigned each of whom hereby declares by the execution of this document that he or she holds the office in the Lessee indicated under his or her name-

Office Holder Sign

Office Holder Sign

Name:

Name:

Address:

Address:

Office Held:

Office Held:

Annexure 1 – Sketch of Premises

VERSION AMENDMENT AUTHORIZED BY DATE	LOCATION PLAN LIMITED IN DEPTH TO 60.96 METRES		INTERESTS AND NOTIFICATIONS SUBJECT PURPOSE STATUTORY REFERENCE CRON LAND BURDENED BENEFIT TO COMMENTS
STRATA PLAN 78751 SHEET 1 OF 3 SHEETS		1 : 200 at A3 0 5 10 15	
PLAN OF LOT 36 ON DP222890 CERTIFICATE OF TITLE VOLUME 411 FOLIO 169 LOCAL GOVERNMENT SHIRE OF NARROGIN FIELD RECORD 144281		HELD BY LANDGATE IN DIGITAL FORMAT ONLY	
NAME OF SCHEME 88 FEDERAL STREET NARROGIN		GOVERNMENT OF WESTERN AUSTRALIA 	
ADDRESS OF PARCEL 88 FEDERAL STREET NARROGIN, 6512.		REGISTERED APPLICATION DATE	
MANAGEMENT STATEMENT YES NO (S.19 Landgate Act 1995) P. H. GOW (S.19 Landgate Act 1995) (a) ... (b) ... (c) ... (d) ... (e) ... (f) ... (g) ... (h) ... (i) ... (j) ... (k) ... (l) ... (m) ... (n) ... (o) ... (p) ... (q) ... (r) ... (s) ... (t) ... (u) ... (v) ... (w) ... (x) ... (y) ... (z) ...		IN ORDER FOR DEALINGS DATE	
LICENSED SURVEYOR LODGED DATE FEE PAID EXAMINED DATE		PLAN APPROVED DELEGATED UNDER SEC 16 OF THE P & D ACT 2005 DATE	
WESTERN AUSTRALIAN PLANNING COMMISSION W.A.P.C. REF: ... Certificate of Approval under Section 25B(2) of Strata Titles Act 1985		REGISTERED APPLICATION DATE	
SUBJECT TO		REGISTERED APPLICATION DATE	

STRATA PLAN
78751
SHEET 2 OF 3 SHEETS

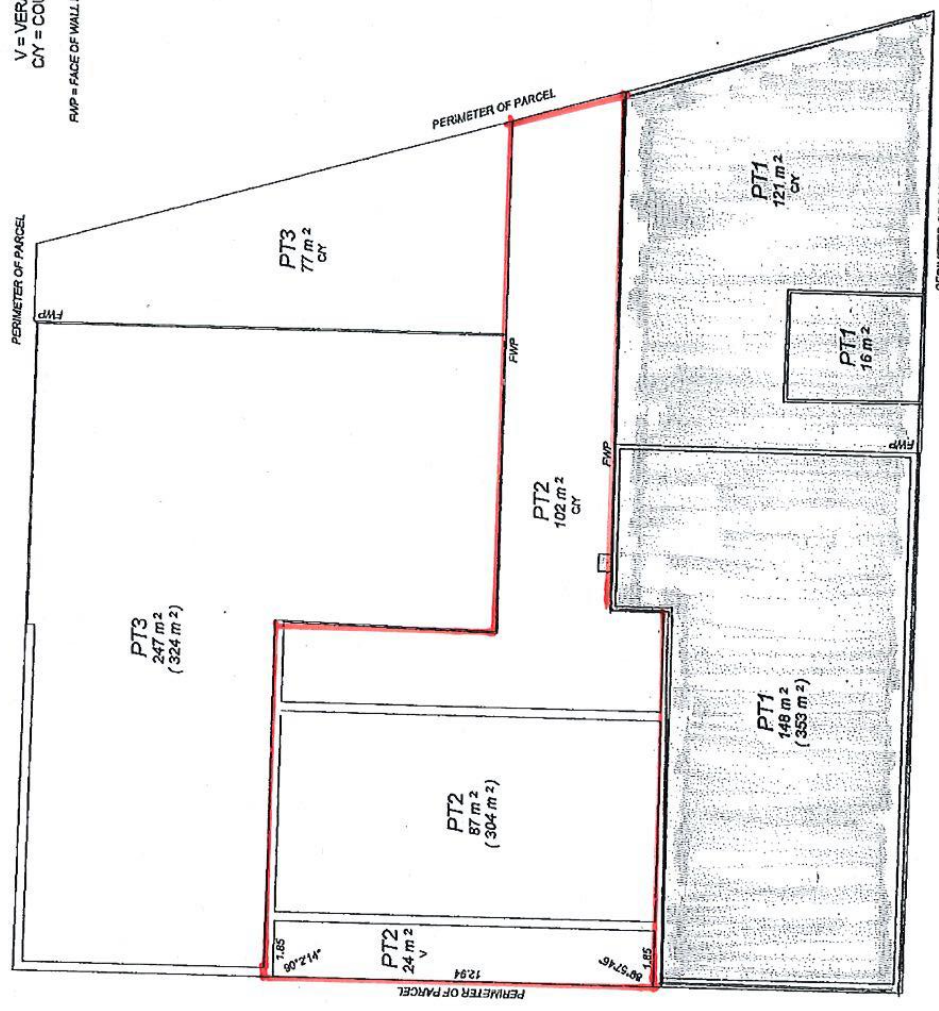


GROUND FLOOR PLAN

PIERS AND DUCTS ARE COMMON PROPERTY

V = VERANDAH
CY = COURTYARD

FWP = FACE OF WALL PRODUCED TO BOUNDARY



THE BOUNDARIES OF THE LOTS OR PARTS OF THE LOTS WHICH ARE BUILDINGS SHOWN ON THIS PLAN ARE TO THE UPPER SURFACE OF THE FLOOR AND THE LOWER SURFACE OF THE CEILING AS PROVIDED BY SECTION 32(3) OF THE STRATA TITLES ACT 1985.

THE BOUNDARIES OF THE PARTS OF LOTS WHICH ARE VERANDAS SHOWN ON THIS STRATA PLAN ARE TO THE OUTER SURFACE OF THE BUILDING WALL OR WHERE SHOWN DESIGNATED DIMENSIONS, THE UPPER SURFACE OF THEIR FLOOR AND THE PROLONGATION OF THE UNDER SURFACE OF THE CEILING OF THE RESPECTIVE BUILDING PART LOT, EXCEPT WHERE COVERED.

THE BOUNDARIES OF THE PARTS OF LOTS WHICH ARE COURTYARDS SHOWN ON THIS STRATA PLAN ARE TO THE OUTER SURFACE OF THE BUILDING WALL OR WHERE SHOWN DESIGNATED DIMENSIONS, THE UPPER SURFACE OF THEIR FLOOR AND 10 METRES ABOVE THE UPPER SURFACE OF THEIR FLOOR.

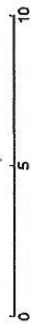
ALL ANGLES ARE IN DEGREES UNLESS SHOWN OTHERWISE.

ALL DISTANCES ARE FROM THE EXTERNAL SURFACE OF THE BUILDING WALLS UNLESS SHOWN OTHERWISE.

FOR OTHER PARTS OF LOTS 1 & 2 SEE SHEET 3.

PH & KE GOW
LICENSED SURVEYORS
P. O. BOX 890
NARROGIN, W.A. 6312.
PH - 98833140 . FAX - 98815275
pete-gow@bigpond.com

SCALE 1 : 150 @ A3



HELD BY UNDOATE IN DIGITAL FORMAT ONLY

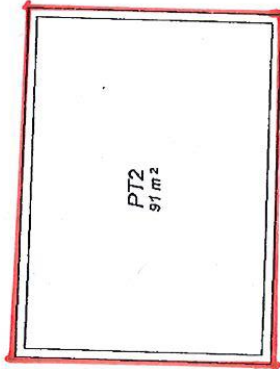
STRATA PLAN

78751

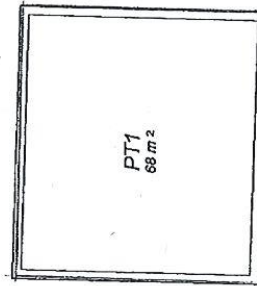
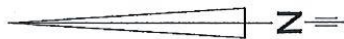
SHEET 3 OF 3 SHEETS

FIRST FLOOR PLAN

PIERS AND DUCTS ARE COMMON PROPERTY

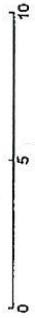


X



PH & KE GOW
LICENSED SURVEYORS
P. O. BOX 280
NARROGIN, W.A. 6312
PH - 9885340, FAX - 9885375
pete-gow@gigaplan.com

SCALE 1 : 150 @ A3



THE BOUNDARIES OF THE LOTS OR PARTS OF THE LOTS WHICH ARE BUILDINGS SHOWN ON THE STRATA PLAN ARE THE INNER SURFACES OF THE WALLS AND THE UPPER SURFACES OF THE CEILING AS PROVIDED BY SECTION 42(3) OF THE STRATA TITLES ACT 1985.
FOR LOT 3 AND OTHER PARTS OF LOTS 1 & 2 SEE SHEET 2.

HELD BY LANDGATE IN DIGITAL FORMAT ONLY

Annexure 2 – Minister for Lands' Consent

Not applicable

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

There being no further business to discuss, the Presiding Member declared the meeting closed at 7:58 pm and pursuant to Resolution 10.3.135 of 20 December 2017, reminded Councillors of the next ordinary meeting of the Council, scheduled for 7.00 pm on Wednesday 25 July 2018, at this same venue.