



AGENDA

ORDINARY COUNCIL MEETING

22 May 2019

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members

Pursuant to resolution 1118.122 of the meeting held 28 November 2018, an Ordinary Meeting of the Shire of Narrogin will be held on Wednesday, 22 May 2019, in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.

A handwritten signature in black ink, appearing to read 'Dale Stewart'.

Dale Stewart
Chief Executive Officer

Acknowledgement of Noongar People

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.

Electronic copies of minutes and agendas are available for download from the Shire of Narrogin website www.narrogin.wa.gov.au

Alternative formats are also available upon request, including large print, electronic format (disk or emailed), audio or Braille



Shire of
Narrogin
Love the life

STRATEGIC COMMUNITY

SNAPSHOT

PLAN
2017-27

VISION

To be a leading regional economic driver and a socially interactive and inclusive community.

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.

OUR VALUES

Care with Trust & Teamwork

Caring - We display kindness and concern for one another and our community

Accountability - We accept responsibility for our actions and outcomes

Respect - We treat everyone how we would like to be treated

Excellence - We go the extra mile to deliver outstanding services

Trust - We share without fear of consequences

Team Work - We work together for a common goal

ECONOMIC

Support growth and progress, locally and regionally...

Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

Increased Tourism

- Promote, develop tourism and maintain local attractions

An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

Agriculture opportunities maintained and developed

- Support development of agricultural services

Shire of Narrogin

SOCIAL

Provide community facilities and promote social interaction...

Provision of youth services

- Develop and implement a youth strategy

Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

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

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

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

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

Agenda Ordinary Council Meeting 22 May 2019

ENVIRONMENT

Conserve, protect and enhance our natural and built environment...

A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

Effective waste services

- Support the provision of waste services

Efficient use of resources

- Increase resource usage efficiency

A well maintained built environment

- Improve and maintain built environment

CIVIC

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

An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

An employer of choice

- Provide a positive, desirable workplace

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Council and Committee agendas, recommendations, minutes and resolutions are subject to confirmation by the Council or Committee and therefore, prior to relying on them, one should refer to the subsequent meeting of Council or the Committee with respect to their accuracy.

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

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**ORDINARY COUNCIL MEETING
22 MAY 2019**

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7:___ 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

Absent

Visitors

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

Name	Item No	Interest	Nature

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

The next meeting is scheduled for 26 June 2019.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting

OFFICER'S RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 24 April 2019 be confirmed as an accurate record of the proceedings subject to the following correction:

- Due to a typographical error, the resolution number for the second resolution of agenda item 10.1.2, '2018/2019 (Round 2) Community Chest Applications' be changed from "0419.004" to "0419.003A".

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Mr Ross Martin will be presenting to Council about his project for which a site is being developed to accommodate a facility to assist the needy, disadvantaged, disabled people as well as aboriginal children in the Narrogin community. The facility will provide vocational training by skilled people to these groups who will learn and accumulate their own sets of skills such as woodwork, metalwork, craft-making and cooking. Objects will be repaired and artefacts will be made to sell and raise funds.

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND REGULATORY SERVICES

10.1.1 ACTIONS FROM FIRE CONTROL OFFICERS' MEETING

File Reference	9.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin & Shire of Cuballing
Previous Item Numbers	Item 10.1.052, 22 August 2018, Resolution number 0818.069.
Date	8 May 2019.
Author	Wendy Russell – Executive Support Officer Development and Regulatory Services
Authorising Officer	Azhar Awang– Executive Manager Development and Regulatory Services
Attachments	<ol style="list-style-type: none">1. List of Appointments Fire Control Officers for the Shire of Narrogin2. Correspondence from the Shire of Cuballing3. Draft 2019/20 Fire Order

Summary

This report is to consider the appointment of the Fire Control Officers (FCOs) within the Shire of Narrogin and the consideration of Dual Fire Control Officers between adjoining Local Governments.

In addition, the report is to consider the need for a Fire Management Plan (FMP) and amendments to the 2019/20 Fire Control Order as recommended by the FCO meeting held on 17 April 2019.

Background

The Bush Fires Act 1954 permits the appointment of FCOs to be authorised between adjoining Local Governments. The Shire of Cuballing has nominated their Dual Fire Control Officer (Dual FCO) to the Shire of Narrogin.

Under the Bush Fires Act 1954, a FCO has significant authority in a fire emergency where they may assume responsibility of the situation, which will then override any volunteer on the ground including the Brigade Captain. A Brigade Captain is elected by the Brigade and is subject to Council approval, pursuant to Council Policy '5.2 Bush Fire Brigades – Management', their authority as Captain is limited to the Brigade area adopted by Council.

A FCO, including the Chief Bush Fire Control Officer (CBFCO) may have their authority superseded by a Department of Fire and Emergency Services Liaison Officer or a Department of Parks and Wildlife Forestry Officer in certain situations.

As officers of the Shire, exercising statutory authority and powers on behalf of the Shire, there is an obligation on the Shire to consider the suitability of a person prior to appointment as a FCO. In this regard, the Shire should note the requirement of the Bush Fire Brigades Local Law that FCO's are to complete a FCO course or refresher at least once every five years, for their appointment to remain valid.

Comment

At the FCO's Meeting held on 17 April 2019, the Shire of Narrogin FCO's resolved as follows:

"There be a recommendation to Council that the position of Chief Bush Fire Control Officer and also Deputy Chief Bush Fire Control Officer/s be for a three year term."

At the same meeting they also resolved to rescind all previous appointments and to recommend to Council to make the appointments of CBFCO, Deputy Chief Bush Fire Control Officer's (DCBFCO), FCO's and the weather committee as per Attachment 1. At that meeting, it was also recommended that the following Fire Control Officers be appointed as Dual FCO's for the following Shires:

- Shire of Cuballing – Richard Chadwick, Barry Hardie, Tim Shepherd
- Shire of Wagin – Stuart Moyses, Nathan Walker, Murray Saunders
- Shire of West Arthur – Murray Saunders
- Shire of Wickepin – Alistair McDougall, Tim Shepherd
- Shire of Williams – Barry Hardie, Brenton Hardie

Appointments of each FCO is linked to a Bush Fire Brigade (BFB) or if a FCO appointed by an adjoining Shire to the area adjoining the common boundary, but unless specified, their authority extends throughout the whole of the district. It is proposed that this arrangement continue, without specific limitation.

A FCO is required to act within any restrictions or conditions placed on the role by the Shire. They cannot issue instructions to staff to carry out works, nor do they have the authority to hire plant or contractors.

Nomination by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only on resolution of Council.

The Shire of Cuballing has nominated Rob Harris as Dual FCO for the 2019/20 season.

It is recommended that Council endorse the nominated appointment of the Shire of Narrogin Fire Control Officers and Dual FCOs as provided by the Shire of Cuballing.

At the FCO meeting concern was also raised over the lack of any FMPs with respect to certain Council reserves. The meeting resolved as follows:

"There be a recommendation to Council to request that the CEO to develop Fire Management Plans with respect to the following:

- *Highbury Townsite - Council Reserves*
- *Narrogin Townsite - Banister Road Recreation Reserve*
White Road Refuse Site Reserve
Foxes Lair Reserve
Railway Dam Reserve"

There was also discussion and a recommendation on some changes to the 2018/19 Fire Control Order for the 2019/20 season as follows:

“The Fire Control Officers Meeting recommend to Council:

That the Fire Control Order for 2019/20 Section 1.4 Harvest bans and other Bans - permitted activities - be updated to remove item a) and to include the following points:

- *Checking of stock and water for stock, provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.*
- *Essential service provider checking for telecommunications, power or utility water services, provided they are accompanied by a mobile firefighting unit.”*

See the revised 2019/20 Fire Control Order incorporating these changes in Attachment 3.

Consultation

Discussion was held at FCO meeting held on 17 April 2019.

Correspondence from the Shire of Cuballing was received advising of their recommendations for Dual FCO.

Statutory Environment

- Bush Fires Act 1954 Section 38, 39, 40 and 56 – Appointment of Bush Fire Control Officers.
- Shire of Narrogin Bush Fire Brigades Local Law 2017.

Policy Implications

Council Policy 5.2 Bush Fire Brigades - Management relates

Financial Implications

The administrative expenditure is wholly contained in the budget and is minor in nature.

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the recommendations from the Fire Control Officers, Council:

1. Approve the appointment of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer/s for a three year term and amend Policy 5.2 'Bush Fire Bridges – Management' accordingly.
2. Approve the appointment of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers, Bush Fire Brigade Fire Control Officers as listed in Attachment 1.
3. Approve the nominations of the following persons as Dual Fire Control Officers for the following Shires:
 - Shire of Cuballing – Richard Chadwick, Barry Hardie, Tim Shepherd
 - Shire of Wagin – Stuart Moyses, Nathan Walker, Murray Saunders
 - Shire of West Arthur – Murray Saunders
 - Shire of Wickepin – Alistair McDougall, Tim Shepherd
 - Shire of Williams – Barry Hardie, Brenton Hardie.
4. Approve the appointment of the persons listed as Dual Fire Control Officers nominated by the following Shires:
 - Shire of Cuballing – Rob Harris.
5. Approve the Fire Control Order as presented at Attachment 3.
6. Note the appointment of the Fire Weather Committee, as determined by the Chief Bush Fire Control Officer from time to time pursuant to Council Policy.
7. Request the CEO to provide a report to Council regarding the need for Fire Management Plans by 30 September 2019 with respect to the following:
 - Highbury Townsite – Council Reserves.
 - Narrogin Townsite – Banister Road Recreation Reserve:
 - White Road Refuse Site Reserve;
 - Foxes Lair Reserve;
 - Railway Dam Reserve.

Chief Bush Fire Control Officer Richard Chadwick

First Deputy CBFCO Pip Porter

Second Deputy Chief CBFCO Vern Gibson

Base Radio Operator Alastair McDougall

Bush Fire Brigade Fire Control Officer's

Boundain	Captain	Mark Hoysted
Highbury East	Captain	Pip Porter
	1st Lieutenant	Bernie Rhodes
Highbury South	Captain	Stuart Moyses
	1st Lieutenant	Murray Saunders
	2nd Lieutenant	Bill Warren
Highbury West	Captain	John Eckersley
	1st Lieutenant	Russell Ashley
Minigin	Captain	Brenton Hardie
	1st Lieutenant	Barry Hardie
Narrogin Central	Captain	Richard Chadwick
	1st Lieutenant	Dave Hayes
Narrogin South	Captain	Vern Gibson
	1st Lieutenant	Jon Rick
Narrogin Valley	Captain	Keiran Quartermaine
Nomans Lake	Captain	Nathan Walker
	1st Lieutenant	Daryl Kilpatrick
Ockley	Captain	Tim Shepherd
	1st Lieutenant	Alastair McDougall

Shire of Narrogin Fire Control Officers

Senior Ranger

Guy Maley

Ranger

Noel White

Weather Committee

Alternative member

Mark Hoysted
Pip Porter
Murray Saunders
Barry Hardie
Richard Chadwick
Nathan Walker
Alastair McDougall

Keiran Quartermaine
Stuart Moyses
John Eckersly
Brenton Hardie
Vern Gibson
Daryl Kilpatrick
Tim Shepherd

Dual Fire Control Officers

Cuballing	Richard Chadwick
	Barry Hardie
	Tim Shepherd
Wagin	Nathan Walker
	Stuart Moyses
	Murray Saunders
West Arthur	Murray Saunders
Wickepin	Alastair McDougall
	Tim Shepherd
Williams	Barry Hardie
	Brenton Hardie

29 APR 2019



Shire of Narrogin RECEIVED	
Directed to	Dale Stewart, Ashbur Anang
29 APR 2019	
Ref No	ICR 1917171
Property File	
Subject File	9-1-1
Ref	

File Ref: ADM81
Your Ref:

Mr D Stewart
Chief Executive Officer
Shire of Narrogin
PO Box 1145
NARROGIN WA 6312

Dear Dale,

APPOINTMENT OF DUAL FIRE CONTROL OFFICER 2019/20

I wish to advise that the Council has nominated Mr Rob Harris for appointment as a Dual Fire Control Officer with the Shire of Narrogin for the 2019/20 fire season:

If Council's nomination is approved, please arrange the necessary local advertising

Should you have any queries regarding this matter, please don't hesitate to contact me.

Yours faithfully

**Gary Sherry
CHIEF EXECUTIVE OFFICER**

24th April 2019

All communications to be addressed to: Chief Executive Officer, PO Box 13, CUBALLING WA 6311
OFFICE HOURS: Monday to Friday 8.30am to 4.30pm
Ph: 08 9883 6031, Fax: 08 9883 6174, Email: enquiries@cuballing.wa.gov.au

First and Final Notice

Pursuant to the *Bush Fires Act 1954 section 33*, owners or occupiers of land situated within the Shire of Narrogin are required by law to comply with the prescribed Fire Control Order here within.

1. Land Zoned General Agriculture, Rural Smallholding & Rural Residential

1.1. Firebreaks

(a) at least 2.5 metres wide shall be maintained inside and within 20 metres of the boundary of all land; and surrounding such other positions as is necessary to divide land in excess of 400 hectares into area not exceeding 400 hectares, each completely surrounded by a firebreak.

(b) at least 6 metres wide shall completely encircle all buildings and haystacks.

(c) fuel tanks, whether containing fuel or not, shall have the ground surface cleared to a distance of 6 metres from and encircling the tank/s of all flammable material.

1.2. Fire Fighting Equipment – Where the land owners total land holding is 100 hectares or greater a readily mobile operational fire fighting unit containing a minimum of 400 litres of water on standby and available for inspection is required during the period 1 November and 1 May, inclusive.

1.3. Harvesting – A person shall not undertake or allow harvesting during the Prohibited Burning period unless –

(a) one hand held water filled fire extinguisher with a minimum capacity of 7.5 litres is filled in a readily accessible position on the machine, and

(b) a readily mobile fire fighting unit of a minimum of 400 litre capacity powered by an engine driven pump is in attendance in or adjacent to the entrance of the paddock being harvested.

1.4. Harvest bans and other bans – permitted activities

(a) Water carting for stock and domestic purposes provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.

(b) Checking of stock and water for stock, provided it is accompanied by a mobile fire fighting unit, or alternatively, the water carting vehicle acts as the mobile fire fighting unit and meets minimum specifications.

(c) All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken with a mobile fire fighting unit in attendance.

(d) All necessary carting of livestock, provided that such a vehicle is accompanied by a mobile fire fighting unit.

(e) Essential service provider checking for telecommunications, power or utility water services, provided they are accompanied by a mobile firefighting unit.

(f) Activities which received specific exemptions from Council or the Chief Bush Fire Control Officer.

1.5. Public Holidays

(a) A harvest ban and a ban on the movement of all vehicles and machinery and the operation of internal combustion engines is imposed on Christmas Day, Boxing Day and New Year's Day each year.

(b) All other activities or operations may only be undertaken during a ban on the movement of all vehicles and machinery and a ban on the operation of internal combustion engines after approval has been granted by Council. Approval has to be sought on an individual basis, and is subject to specified conditions. It should be noted that approval may not be granted.

2. All Other Land, Including Residential, Rural Townsite, Service Commercial, and Industrial

(a) Where the area of land is 4,000 m² in area or less – all flammable material on the land shall be reduced to a height of less than 10 cm.

(b) Where the area of land exceeds 4,000 m² in area –

(i) firebreaks shall be maintained at least 2.5 metres wide immediately inside all external boundaries of the land and surrounding all buildings situated on the land; and

(ii) flammable material on the remainder of the land shall be reduced to a height of less than 10 cm.

(iii) A special control zone or other land not elsewhere specified in this Notice, shall comply with the higher level measures required by adjoining land unless varied under clause 5.2.

3. Open Air Fires

(a) Open air fires are permitted during the Restricted Burning period, subject to compliance with the provisions relating to Restricted Burning periods and Shire of Narrogin Local Laws.

(b) Open air fires are not permitted at all during the Prohibited Burning period (including garden refuse).

(c) No open air fires in the open air are permitted on any day when the fire danger rating is "Very High" or above.

4. Properties with Fire Management Plans

All properties with approved fire management plans shall comply with the plan and or this notice whichever is the greater.

5. General

5.1. If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act. A permit to burn is required during the Restricted Burning periods from an Authorised Officer.

5.2. If it is considered to be impracticable for any reason to clear firebreaks or to remove flammable material from the land or any other provisions required by this notice you may apply to the Council or its duly Authorised Officer not later than 1 October, for permission to provide firebreaks in alternative positions or to take alternative action to manage fire hazards on the land. If permission is not granted by the Council or a duly authorised person, you shall comply with the requirements of this notice.

5.3. Penalties apply to persons who fail to comply with the requirements of this Notice.

5.4. A person who fails to comply with the notice is also liable, whether prosecuted or not to pay the cost of performing the work directed in this notice if it is not carried out by the owner or occupier by the date required by this notice.

DEFINITIONS

Authorised Officer: An officer appointed as a Shire of Narrogin Fire Control Officer.

Ban On The Movement Of All Vehicles: includes machinery and the operation of internal combustion engines within the Shire or a part of the Shire and during a time as specified in a Notice or broadcast with the exception of the movement of vehicles and machinery on constructed gazetted roads, internal vehicle access and yards;

Firebreak: means a strip of land cleared to the specified width by ploughing, cultivating, scarifying, burning or otherwise clearing;

Flammable Material: includes bush (as defined in the Bushfires Act), timber, boxes, cartons, paper and like flammable materials, rubbish and also any combustible matter, but does not include green standing trees, or growing bushes and plants in gardens, or lawns;

Harvest Ban: applies on the operation of all grain harvesting machines including swathing, baling or slashing machines within the Shire or part of the Shire and during a time, as specified in a notice or broadcast;

Harvesting: includes grain harvesting, swathing, baling or slashing of stubble or hay in any crop;

Internal Vehicle Access: is defined as a trafficable surface, free of all flammable material, a minimum width of four metres, and with overhanging vegetation pruned back so as not to come into contact with parts of a vehicle;

Mobile Fire Fighting Unit: is defined as having a minimum water carrying capacity of four hundred (400) litres, fitted with a hose and pump capable of delivering water through an adjustable nozzle in the spray and jet configurations;

Yard: is defined as an area, greater than four metres wide, with a constructed, trafficable surface, free of all flammable material save live standing trees;

DEFINITIONS

Prohibited Burning: This period is normally from 1 November of each year until and including 1 March of the following year. This time may be amended, subject to prevailing seasonal conditions.

Restricted Burning Time: This period normally extends from 1 March until and including 1 May and from 1 October until and including 30 October of any year. This time may be amended, subject to the prevailing seasonal conditions.

Unrestricted Burning Time: The time period each year where it is lawful to set fire to the bush at any time, in areas zoned rural under the Shire of Narrogin Town Planning Scheme. This period normally extends from 1 May until and including 30 September. This time may be amended, subject to the prevailing seasonal conditions.

Firebreak Time: The time each year where fire hazard reduction works must be maintained as specified in this Fire Control Order. This period is from 1 November each year until and including 1 May of the following year.

Fire Control Enquiries

Phone: 08 9890 0900, 8.30 am – 5.00 pm

[email: ranger@narrogin.wa.gov.au](mailto:ranger@narrogin.wa.gov.au)

General Enquiries

Shire of Narrogin

89 Earl St

Narrogin WA 6312

Phone: 9890 0900

[email: enquiries@narrogin.wa.gov.au](mailto:enquiries@narrogin.wa.gov.au)

Visit Council offices between

8.30 am – 4.30 pm



Shire of
Narrogin

Love the life

Fire Control Order

Effective for 2019-20

10.1.2 APPLICATION FOR PLANNING CONSENT – FOOD VENDOR AT LOT 10 (NO. 10) CLAYTON ROAD, NARROGIN

File Reference	A115300
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Coco's Kitchen
Previous Item Numbers	Nil
Date	10 May 2019
Author	Eric Anderson – Planning Officer
Authorising Officer	Azhar Awang – Executive Manger Development and Regulatory Services
Attachments 1. Application for Planning Consent 2. Supporting plans and documentation	

Summary

Council is requested to consider the application for planning consent for a proposed Food Vendor at Lot 10 (No. 10) Clayton Road, Narrogin.

Background

On 8 November 2018 the Shire of Narrogin Environmental Health Services received an application for an Itinerant Food Vendor at the rear of Lot 901 (No. 26) Fortune Street, Narrogin. As the proposal was situated on private property the matter was referred to planning.

On 26 November 2018 a letter was sent to the applicant requesting additional information and informing the applicant that the chosen location would likely not be supported by Council. The concerns raised included the shortfall in the existing businesses staff parking caused by the food van and being located in the town area. The applicant was advised of five (5) possible locations in Council's reserves that the van could potentially occupy. The matter was referred back to Environmental Health Services as the selected properties were mostly public land and as such assessed under the Public Places and Property Local Law 2016.

In response to the quires raised by the Shire of Narrogin, the applicant has supplied the following clarification (Attachment 2);

- No seating or tables will be proposed.
- The van measures 7 metres in length, 3 metres in width and 2.2 metres in height.
- Proposed hours of operation are 11:00 am – 8:00 pm Monday and Tuesdays with no activity occurring in Narrogin any other days.
- The food being sold includes fried rice, noodles, vegetables omelette, honey chicken, sweet and sour pork, spring rolls, curry puff and soft drinks.
- Food preparation will occur in the van.

- The applicant has two 80L waste water containers.
- Waste packaging to be disposed of in a bin contained in the van.

On 8 February 2019 an amended application for Planning Consent was lodged with the Shire of Narrogin for the itinerant food van to be located in the carpark at Lot 381 (No. 69) Earl Street, Narrogin. As this carpark is owned by the Shire of Narrogin, it was anticipated that the applicant would be referred to the Shire for assessment under the Shire's Public Places and Local Government Property Local Law 2016, however, the matter is now being dealt with as a Planning Consent matter for the reasons outlined below:

The matter was further reviewed and the precedent of item 10.1.070, resolution 0616.089 was used to guide the assessment process. The applicant was advised that Itinerant Food Vendors would likely not be supported by Council within the 'Central Business Zone' as per the Former Town of Narrogin – Town Planning Scheme No. 2.

On 27 March 2019 consent was granted by the property owner at Lot 10 (No. 10) Clayton Road to have the van parked at their property. An amended application for planning consent was subsequently lodged with the Shire of Narrogin.

Comment

Zoning

The subject property is zoned "Other Commercial" under the Former Town of Narrogin – Town Planning Scheme (FT-TPS) No. 2. The use of an itinerant vendor is a use not listed in the aforementioned Scheme and cannot be reasonably included in any other use class, which by its more general terms would otherwise include the use. Therefore the procedure identified in clause 2.2.5- 2.2.7 of the (FT-TPS) No. 2 can be followed and thereafter the advertising procedure identify in clause 6.3.2 of (FT-TPS) No. 2. As such it is recommended that Council determine that the use of "Itinerant Food Vendor" is consistent with the objectives and purpose of the "Other Commercial" zone and resolve by simple majority to advertise the proposal in accordance with the advertising procedure of clause 6.3.2. In the event that no negative submissions are received during the advertising period it is recommended that Council conditionally approve the proposal in accordance with the conditions in the Officer's Recommendation. The condition to grant planning approval will need to be passed by absolute majority of Council.

Parking

Given the size of the lot (2,631m²), multiple street frontages (Earl Street, Clayton Road and Eston Street) and temporary use (two days per week) the author does not foresee an unacceptable increase or detriment to parking on the subject lot. However it would be prudent to condition the application to ensure that site lines and pedestrian access is not impeded.

Hours of Operation

The proposed hours of operation are from 11:00 am – 8:00 pm Monday and Tuesdays with no activity occurring the remainder of the week in Narrogin. The adopted Extending Trading Hours Local Planning Policy states;

“The purpose of this policy is to confirm that the Town of Narrogin accepts without amendment the Christmas, New Year and Easter extended trading packages made available to regional localities by the Department of Consumer and Employment Protection”.

Part 1, Section 4 point (3b) of Retail Trading Act 1987 exempts takeaway food shops from the provisions of the legislation. It is the Officer’s view that it then falls to the discretion of the Local Authority. In the absence of a policy it is recommended that the proposed hours be supported. Given the temporary nature of the use, the Officer supports the proposed hours of operation as it will coincide with the anticipated demand for takeaway goods.

Consultation

The matter has been assessed and/or discussed with the following staff;

- Senior Environmental Health Officer
- Environment Health Officer
- Executive Manager Development and Regulatory Services
- Chief Executive Officer

Statutory Environment

Former Town of Narrogin Town Planning Scheme No. 2.

Policy Implications

It is recommended that an Itinerant Vendor Policy be prepared and recommended to Council in the coming months pursuant to the Public Places and Local Government Property Local Law 2016.

Financial Implications

An application for Planning Consent fee to the value of \$147 has been paid to the Shire of Narrogin. All associated advertising costs are required to be borne by the applicant in accordance with clause 6.3.6 of the FTTPS No. 2.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.1 A preserved natural environment
Strategy:	3.4.1 Improve and maintain built environment

Voting Requirements

Part 1 requires Simple Majority, part 2 requires Absolute Majority and part 3 requires Simple Majority.

OFFICERS' RECOMMENDATION (1 OF 3)

That with respect to the Application for Planning Consent – Food Vendor at Lot 10 (No. 10) Clayton Road, Narrogin, Council:

1. Advertise the proposal in accordance with Clause 6.3.2 of the Former Town of Narrogin – Town Planning Scheme No. 2 for a period of 21 days.

OFFICERS' RECOMMENDATION (2 OF 3)

That with respect to the Application for Planning Consent – Food Vendor at Lot 10 (No. 10) Clayton Road, Narrogin, Council, In the event that no negative submissions are received during the advertising period, grant planning approval, subject to the following conditions:

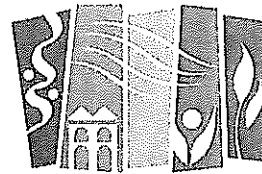
1. The approval is for a period of 12 months, after which time a fresh application will be required to be submitted to Council for further approval.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
3. The use hereby approved shall not impede vehicular access/egress, site lines and pedestrian traffic, to the satisfaction of the Chief Executive Officer.
4. All signage is to be in accordance with the Shire of Narrogin's local laws, unless further approval is granted by the Shire of Narrogin.
5. The approved hours of operation are between 11.00 am to 8.00 pm, Monday and Tuesday.

Advice Notes:

- i. The applicant will be required to submit an application for a Mobile Food Business/Itinerant Vendor application to the Shire's Environmental Health Services.
- ii. In regards to condition 4. above, it is recommended that external surfaces such as the signage panel be cleaned and/or repaired as necessary prior to operation.
- iii. The proposal is to be compliant with the Food Act 2008 and Food Standard Codes.

OFFICERS' RECOMMENDATION (3 OF 3)

That Council request the CEO to prepare for consideration, an Itinerant Vendor Policy defining acceptable areas that the Council or its officers, under delegation, might be prepared to support outside of the defined CBD area.



YOUR REF:

OUR REF: OPA185763-A142100

ENQUIRIES: Eric Anderson

26 November 2018

Coco's Kitchen
37 Clive Street
KATANNING WA 6317

89 Earl Street, Narrogin

Correspondence to:

PO Box 1145, Narrogin WA 6312

T (08) 9890 0900

E enquiries@narrogin.wa.gov.au

W www.narrogin.wa.gov.au

Dear Jack

**REQUEST FOR FURTHER INFORMATION - APPLICATION FOR PLANNING CONSENT
(MOBILE FOOD VAN) 26 EGERTON STREET, NARROGIN**

I refer to your Application for Planning Consent, submitted in respect of the above proposal.

This correspondence is to confirm that we are unable to process your application and requesting the following information to assist in the assessment of your application;

- 1) Is any temporary seating or tables proposed?
- 2) How do you intend to supply power to the food van i.e. is a generator attached to the van or will you be requiring mains power?
- 3) A photo of the van with the dimensions annotated i.e. height, length, width and weight.
- 4) How many car parking bays are currently on the proposed site?
- 5) How is water supplied to the van and how is waste water managed?
- 6) What are the proposed hours of operation?
- 7) What is the proposed frequency that the business will be operating? i.e. once per week etc.
- 8) ~~What types of food is being sold?~~
- 9) Is the food prepared on the premises?

Given the current short fall of parking on site and the proximity to similar food businesses in the area, in particular the town centre area, it is unlikely that the proposal will be supported in the current proposed location. It is suggested that you consider the alternative locations as listed below;

- 1) Lot 10 (No. 10) Clayton Road, Narrogin. Caltex carpark.
- 2) Narrogin Regional Leisure Centre carpark on Clayton Road.
- 3) The on-street parking adjacent to Memorial Park on Fortune Street.
- 4) The carpark located at the intersection of Earl Street and Ensign Street.
- 5) The carpark located at Gnarojin Park.

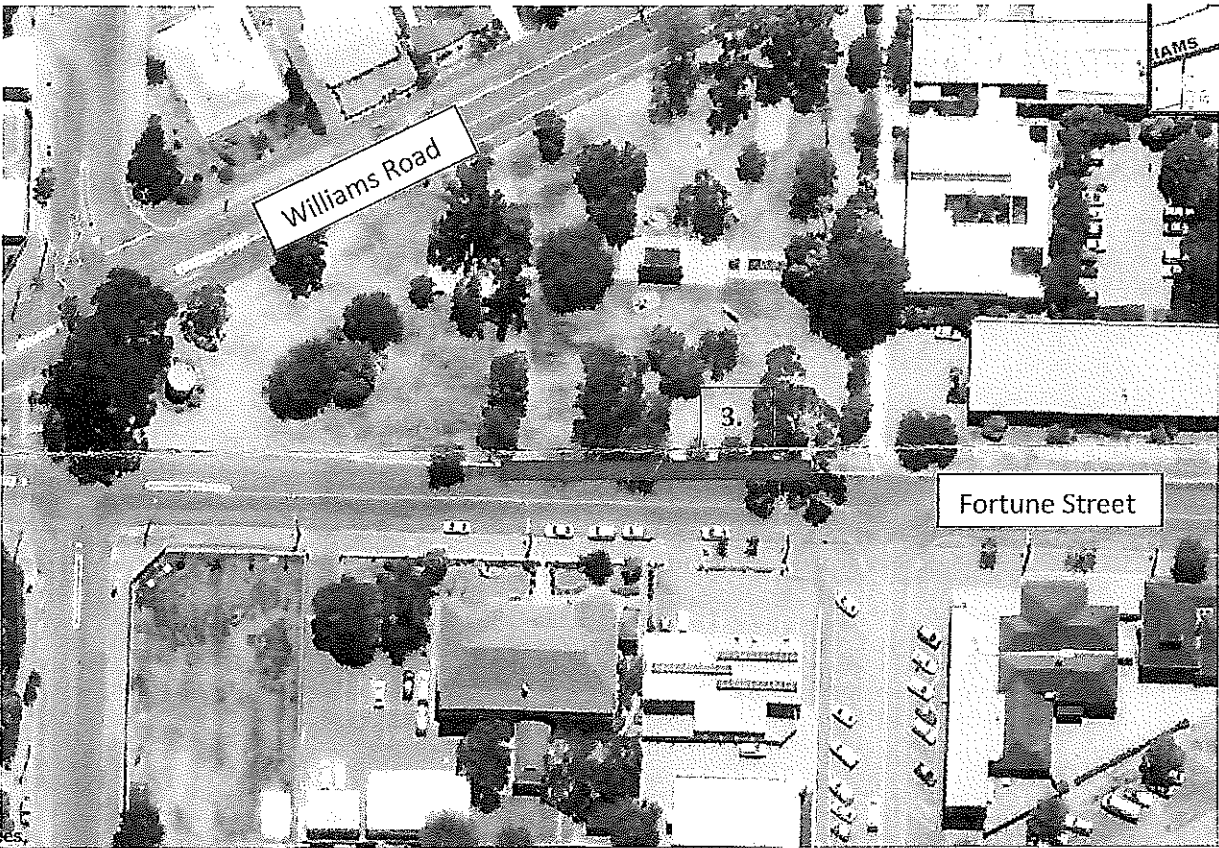
A map showing the suggested potential locations for the food van is attached to this letter. Please note that the proposal may be presented to Council for its consideration.

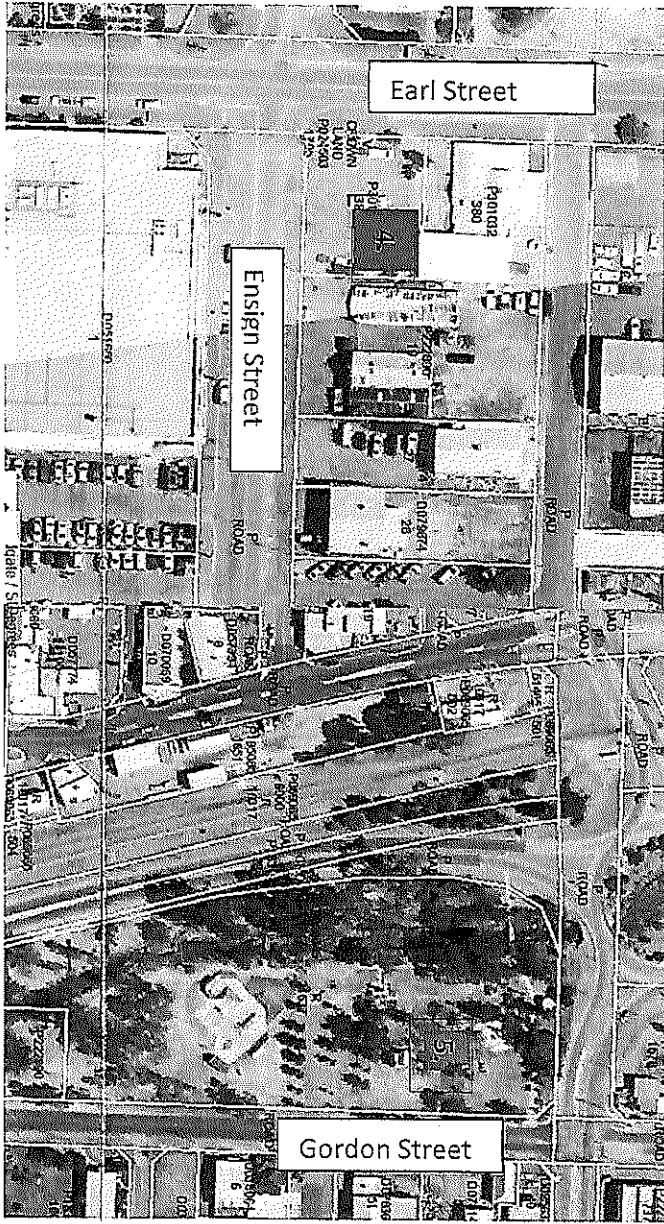
Should you require further information or clarification on the above, please contact Eric Anderson Planning Officer via email at enquiries@narrogin.wa.gov.au or phone 9890 0900.

Yours sincerely



Azhar Awang
Executive Manager
Development and Regulatory Services





1: Is any temporary seating or tables proposed?

Answer: No.

2: How do you intend to supply power to the food van i.e. is a generator attached to the van or will you be requiring mains power?

Answer: We have power from next shop.

3: A photo of the van with the dimensions annotated i.e. height,length,width and weight.

Answer: My food van size is length 7m,width 3m,height 2.2m.

4:How many car parking bays are currently on the proposed site?

Answer: Over 10 car parking bays.

5: How is water supplied to the van and how is waste water managed?

Answer: We have water tap connect to my food van from next shop. And we have two big containers for waste water.

6: What are the proposed hours of operation?

Answer: From 11:00am to 8:00pm.

7: What is the proposed frequency that the business will be operating?i.e. once per week etc.

Answer: Every week.

2 days p/w (a-r-f)

8: What types of food is being sold?

Answer: Asian food, i.e. Fried Rice,Fried Noodles,Vegetables Omelet,Honey Chicken,Sweet Sour Pork,Spring Roll,Curry puff,Soft Drink,etc.

9: Is the food prepared on the premises?

Answer: Food prepared in my food van.

Eric Anderson

From: xuxiaocheng <530weiyi530@163.com>
Sent: Friday, 8 February 2019 1:35 PM
To: Eric Anderson
Subject: IPA1916522 - Re:RE: Coco's Kitchen(Chinese food van)

Hi Eric:

-How big are the waste water containers? Answer:We have two 80L waste water containers.

-How will general waste be disposed off i.e. packaging containers etc. Answer: We have big rubbish bin in my van.

-How many times will you be coming up to Narrogin Per week? Answer: We come Monday and Tuesday to Narrogin Per week.

Thanks

Jack

01

At 2019-02-08 11:01:21, "Eric Anderson" <pa@narrogin.wa.gov.au> wrote:

Good Morning Jack,

Thank you for submitting the application for your mobile food premises.

I need confirmation on the following things:

-How big are the waste water containers?

-How will general waste be disposed off i.e. packaging containers etc.

-How many times will you be coming up to Narrogin Per week?

Could you please email your clarification to myself.

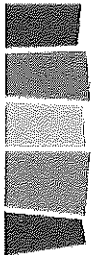
Kind Regards,

Eric Anderson

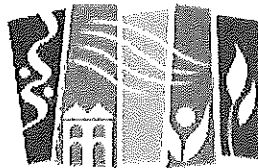
Planning Officer

Development & Regulatory Services

T: 9890 0924



Enquiries (08) 9890 0900
89 Earl Street
PO Box 1145
Narrogin WA 6312
www.narrogin.wa.gov.au



Shire of
Narrogin
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From: 530weiyi530@163.com [mailto:530weiyi530@163.com]

Sent: Thursday, 7 February 2019 5:32 PM

To: Eric Anderson <pa@narrogin.wa.gov.au>

Subject: Coco's Kitchen(Chinese food van)

发自我的华为手机

10.1.3 WASTE LOCAL LAW 2019 - COMMENCEMENT

File Reference	19.6.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	19 April 2019.
Author	Niel Mitchell – Governance Consultant
Authorising Officer	Azhar Awang – Executive Manager Development & Regulatory Services
Attachments	1. Draft Waste Local Law 2019

Summary

To consider the draft Waste Local Law 2019 for advertising for public comment, being the commencement of the formal process required by the Local Government Act 1995.

Background

The purpose of this report:

- To allow the Presiding Person to give notice to the meeting of the proposal to make a new local law;
- For Council to approve the proposed local law for public comment;
- For Council to give notice of the purpose and effect of the proposed local law; and
- To authorise the advertising of the proposed local law for public comment.

Comment

In making a new local law, Council must comply with the provisions of section 3.12 of the Local Government Act 1995, and any specific requirements of other legislation, in this case the Waste Avoidance and Resource Recovery Act 2007.

- Purpose – to regulate the collection, disposal and storage of waste and recyclable materials, and to remove certain provisions of the Shire of Narrogin Public Places and Local Government Property Local Law 2016.
- Effect – to control the collection, disposal and storage of waste and recyclable materials for the benefit and health of the community and protection of the environment.

The provisions in the Public Places and Local Government Property Local Law to be amended is the repeal of:

- The definition of waste
- Minor provisions in that local law relating to waste
- Associated penalties relating to waste.

The removal of these items consolidates all waste related matters into the proposed Waste Local Law to ensure that similar matters are not within two local laws, potentially creating inconsistencies.

The procedure for making local laws requires Council to advertise state-wide, advising of its intention to make a local law, and invite submissions to be made on the proposed local law for a six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

The Waste Local Law requires the separate consent of the CEO of the Waste Authority (responsibility delegated to Department of Water and Environmental Regulation) prior to its adoption. Any changes resulting from submissions, must obtain further consent of the CEO.

Generally, the proposed Waste Local Law is very similar to the model local law developed by WA Local Government Association, the Department of Local Government, Sporting and Cultural Industries, Department of Water and Environmental Regulation, and the Parliamentary Joint Standing Committee on Delegated Legislation. The differences are –

- inclusion of clause 3.4 dealing with waste on building sites, which is nearly identical to the provisions included in local laws of other local government (eg South Perth, Wanneroo, Morawa)
- inclusion of penalties relevant to clause 3.4 and several omitted in the model local law.

As required by the Local Government Act, the next steps include:

- Statewide public notice, inviting submissions
- Local public notice inviting submissions;
- Relevant ministers to be advised immediately after advertising for public comment –
 - Minister for Local Government
 - Minister for the Environment (delegated to Director General, Department of Water and Environmental Regulation);
- Supporting documentation to be sent to the Ministers

Notices are required to invite public comment on the proposed local law, with submissions being open for a period of not less than 6 weeks. Internal submissions may also be made at this time

The advertisements will be placed once Council has resolved its approval of the draft for public comment.

After the submission period is closed, Council is required to consider any submissions received. Minor amendments not affecting the intent of the provisions can be made, but if significant changes are needed, the proposal must be readvertised.

Once final adoption is resolved, the proposed local law is then published in the Government Gazette and comes into effect on the date specified. The Gazettal copy and other documentation is then sent to the Parliamentary Joint Standing Committee on Delegated Legislation for review. The Committee may then disallow or require changes, even though having been Gazetted.

Consultation

Discussions with Senior Environmental Health Officer and Environmental Health Officer.

Statutory Environment

Local Government Act 1995 –

- 3.12 – Procedure for making local laws
 - (2) Notice of purpose and effect of local law to be given by the person presiding
 - (3) Statewide public notice required, and copies to Minister/s immediately after notice given, minimum 6 weeks' notice
 - (3a) Local Public notice also required to be given
 - After notice period, all submissions to be considered, and local law may then be made by absolute majority
 - Publication in Government Gazette required
 - (7) Parliament to be advised within 10 working days of Gazettal
- s.3.13 – Significant changes require recommencement of proposal
- s.3.14 – Unless otherwise provided for, local laws come into effect 14 days after Gazettal
- s.3.15 – local public notice of the final adoption/making of a local law to be given

Interpretations Act 1984 –

- s.42(2) – after publication in the Government Gazette, Parliament may disallow within 14 sitting days of receipt

Waste Avoidance and Resources Recovery Act –

- s.61 – local government may make local laws if departmental CEO consents
- s.64(2) – list of purposes for which local laws may be made

Policy Implications

Nil

Financial Implications

Nil

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

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the Waste Local Law 2019, Council resolve that:

1. Pursuant to section 3.12(3) and (3a) of the Local Government Act 1995, and all other legislation enabling it, Statewide and local public notice be given of the intention to make a Waste Local Law 2019:
 - a. Purpose – to regulate the collection, disposal and storage of waste and recyclable materials, and to remove certain provisions of the Shire of Narrogin Public Places and Local Government Property Local Law 2016;
 - b. Effect – to control the collection, disposal and storage of waste and recyclable materials for the benefit and health of the community and protection of the environment.
2. In accordance with section 3.12(3) of the Local Government Act 1995, the relevant Ministers and Departments be advised of the proposed local law.

**WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007
LOCAL GOVERNMENT ACT 1995**

SHIRE OF NARROGIN

WASTE LOCAL LAW 2019

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SCHEDULE 1 – MEANING OF ‘NON-COLLECTABLE WASTE’

SCHEDULE 2 – PRESCRIBED OFFENCES

DRAFT

**WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007
LOCAL GOVERNMENT ACT 1995**

SHIRE OF NARROGIN

WASTE LOCAL LAW 2019

Under the powers conferred by the *Waste Avoidance and Resource Recovery Act 2007* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Narrogin resolved on _____ to make the following local law.

PART 1 - PRELIMINARY

1.1 Short title

This is the *Shire of Narrogin Waste Local Law 2019*.

1.2 Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

The following provisions of the *Shire of Narrogin Public Places and Local Government Property Local Law 2016* are deleted –

- (a) definition of **waste** in clause 1.6;
- (b) clause 2.7(1)(f);
- (c) clause 4.7; and
- (d) Schedule 1 items 11 and 12.

1.5 Meanings of terms in this local law

(1) In this local law –

authorised person means a person appointed by the local government under section 9.10 of the LG Act to perform any of the functions of an authorised person under this local law;

collectable waste means local government waste that is not—

- (a) liquid refuse;
- (b) liquid waste; or
- (c) non-collectable waste;

collectable waste receptacle means a receptacle for the deposit and collection of collectable waste that is –

- (a) a recycling waste receptacle;
- (b) a general waste receptacle; or
- (c) an organic waste receptacle;

collection when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

collection day means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

collection time means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

costs of the local government include administrative costs;

Council means the council of the local government;

district means the district of the local government;

general waste receptacle means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

LG Act means the *Local Government Act 1995*;

LG Regulations means the *Local Government (Functions and General) Regulations 1996*;

local government means the Shire of Narrogin;

local government waste has the same meaning as in the WARR Act;

non-collectable waste has the meaning set out in Schedule 1;

occupier in relation to premises, means any or all of the following –

(a) a person by whom or on whose behalf the premises are actually occupied; or

(b) a person having the management or control of the premises;

organic waste means waste that decomposes readily, such as garden waste or food waste;

organic waste receptacle means a receptacle for the deposit and collection of organic waste;

owner has the same meaning as in the LG Act;

public place includes a place to which the public ordinarily have access, whether or not by payment of a fee;

receptacle means a receptacle –

(a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and

(b) the waste from which is collected and removed from the premises by the local government or its contractor;

recycling waste receptacle means a receptacle for the deposit and collection of recycling waste;

recycling waste means –

(a) paper and cardboard;

(b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;

(c) glass containers;

(d) steel containers;

(e) aluminium containers;

(f) liquid paper board; and

(g) any other waste determined by the local government to be recycling waste;

specified means specified by the local government or an authorised person, as the case may be;

street alignment means the boundary between the land comprising a street and the land that abuts the street;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

waste has the same meaning as in the WARR Act;

waste facility means a waste facility, as defined in the WARR Act, that is operated by the local government; and

waste service has the same meaning as in the WARR Act.

- (2) Where, in this local law, a duty or liability is imposed on an owner or occupier, or on an owner and occupier, the duty or liability is taken to be imposed jointly and severally on each of the owners or occupiers.

1.6 Local public notice of determinations

Where, under this local law, the local government has a power to determine a matter –

(a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;

(b) the determination becomes effective only after local public notice has been given;

(c) the determination remains in force for the period of one year after the date that local public notice has been given under subclause (a);

(d) after the period referred to in subclause (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act; and

(e) the determination must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

1.7 Rates, fees and charges

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and section 6.16 and 6.17 of the LG Act.

1.8 Power to provide waste services

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

PART 2 - LOCAL GOVERNMENT WASTE

2.1 Supply of receptacles

- (1) The local government is to supply, for the use of each premises that are, or are capable of being, occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.
- (2) The owner of premises to which subclause (1) applies must—
 - (a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and
 - (b) ensure that each receptacle is used, in respect of those premises, in accordance with this local law.

2.2 Deposit of waste in receptacles

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.
- (2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

2.3 General waste receptacles

- (1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle –
 - (a) where the receptacle has a capacity of 240 litres – more than 70 kilograms of collectable waste; or
 - (b) where the receptacle has any other capacity – more than the weight determined by the local government.
- (2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.
- (3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

2.4 Recycling waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle –

- (a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres – more than 70 kilograms of recycling waste; or
- (c) where the receptacle has any other capacity – more than the weight determined by the local government.

2.5 Organic waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle –

- (a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;
- (b) where the receptacle has a capacity of 240 litres – more than 70 kilograms of organic waste; or
- (c) where the receptacle has any other capacity – more than the weight determined by the local government.

2.6 Direction to place or remove a receptacle

- (1) The local government or an authorised person may give a written direction to an owner or occupier of specified premises –

- (a) to place a receptacle in respect of those premises for collection; or
 - (b) to remove a receptacle in respect of those premises after collection.
- (2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.
- (3) An owner or occupier of premises must comply with a direction given under this clause.

2.7 Duties of owner or occupier

An owner or occupier of premises must—

- (a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;
- (b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is –
 - (i) within 1 metre of the carriageway;
 - (ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway; and
 - (iii) facing squarely to the edge of and opening towards the carriageway, or in such other position as is approved in writing by the local government or an authorised person;
- (c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and
- (d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

2.8 Exemption

- (1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).
- (2) The local government or an authorised person may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.
- (3) An exemption granted under this clause must state –
- (a) the premises to which the exemption applies;
 - (b) the period during which the exemption applies; and
 - (c) any conditions imposed by the local government or the authorised person.
- (4) An exemption granted under this clause ceases to apply –
- (a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and
 - (b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

2.9 Damaging or removing receptacles

A person, other than the local government or its contractor, must not –

- (a) damage, destroy or interfere with a receptacle; or
- (b) except as permitted by this local law or as authorised by the local government or an authorised person, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

2.10 Verge collections

- (1) Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, unless with and in accordance with the approval of the local government or an authorised person –
- (a) must deposit waste only during the period of time, and in accordance with other terms and conditions, as advertised by the local government in relation to that verge waste collection; and
 - (b) must otherwise comply with those terms and conditions.
- (2) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.

- (3) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.
- (4) Clause 2.10(2) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

PART 3 - GENERAL DUTIES

3.1 Duties of an owner or occupier

An owner or occupier of premises must –

- (a) take reasonable steps to ensure that an adequate number of receptacles are provided to contain all waste which accumulates or may accumulate in or from the premises;
- (b) ensure that each receptacle is kept in good condition and repair;
- (c) take all reasonable steps to –
 - (i) prevent fly breeding and keep each receptacle free of flies, maggots, cockroaches, rodents and other vectors of disease;
 - (ii) prevent the emission of offensive or noxious odours from each receptacle; and
 - (iii) ensure that each receptacle does not cause a nuisance to an occupier of adjoining premises; and
- (d) whenever directed to do so by the local government or an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each receptacle.

3.2 Removal of waste from premises

- (1) A person must not remove any waste from premises unless that person is –
 - (a) the owner or occupier of the premises;
 - (b) authorised to do so by the owner or occupier of the premises; or
 - (c) authorised in writing to do so by the local government or an authorised person.
- (2) A person must not remove any waste from a receptacle without the approval of –
 - (a) the local government or an authorised person; or
 - (b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

3.3 Receptacles and containers for public use

A person must not, without the approval of the local government or an authorised person –

- (a) deposit household, commercial or other waste from any premises on or into; or
- (b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

3.4 Waste control on building sites

(1) In this clause –

building waste receptacle means a receptacle –

- (a) that has been supplied for the use of the premises by a person other than the local government or its contractor; and
- (b) the waste from which is collected and removed from the premises by a person other than the local government or its contractor.

building work has the same meaning as in the *Building Act 2011* and includes demolition work;

building work waste means all waste from building work that is capable of being windblown; and

demolition work has the same meaning as in the *Building Act 2011*.

- (2) A person must not allow, commence or continue any building work on premises unless, at all times while the building work is being undertaken –
 - (a) there is located on the premises, as close as practicable to the building work a building waste receptacle with adequate capacity; or as otherwise approved by the local government, suitable for the collection and disposal of building work waste;
 - (b) building work waste is deposited and kept in the building waste receptacle; and
 - (c) the lid of the building waste receptacle is kept closed except when waste is being deposited in the building waste receptacle.

- (3) The owner or occupier of the premises shall ensure that within 2 days of completion of works on the site –
 - (a) the site and the thoroughfare verge immediately adjacent to it is cleared of all refuse generated or originating from the building or development site; and
 - (b) that all building waste receptacles are permanently removed from the site.

PART 4 - OPERATION OF WASTE FACILITIES

4.1 Operation of this Part

This Part applies to a person who enters a waste facility.

4.2 Hours of operation

The local government may from time to time determine the hours of operation of a waste facility.

4.3 Signs and directions

- (1) The local government or an authorised person may regulate the use of a waste facility –
 - (a) by means of a sign; or
 - (b) by giving a direction to a person within a waste facility.
- (2) A person within a waste facility must comply with a sign or direction under subclause (1).
- (3) The local government or an authorised person may direct a person who commits, or is reasonably suspected by the local government or the authorised person of having committed, an offence under this clause to leave the waste facility immediately.
- (4) A person must comply with a direction under subclause (3).

4.4 Fees and charges

- (1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by the local government or an authorised person, pay the fee or charge as assessed by an authorised person.
- (2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.
- (3) Subclause (1) does not apply –
 - (a) to a person who disposes of waste in accordance with the terms of –
 - (i) a credit arrangement with the local government; or
 - (ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and
 - (b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

4.5 Depositing waste

- (1) A person must not deposit waste at a waste facility other than –
 - (a) at a location determined by a sign and in accordance with the sign; and
 - (b) in accordance with the direction of an authorised person.
- (2) The local government may determine the classification of any waste that may be deposited at a waste facility.

4.6 Prohibited activities

- (1) Unless authorised by the local government, a person must not –
 - (a) remove any waste or any other thing from a waste facility;
 - (b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;
 - (c) light a fire in a waste facility;
 - (d) remove, damage or otherwise interfere with any flora in a waste facility;
 - (e) remove, injure or otherwise interfere with any fauna in a waste facility; or
 - (f) damage, deface or destroy any building, equipment, plant or property within a waste facility.

- (2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility.

PART 5 - OBJECTIONS AND APPEALS

5.1 Objection and appeal rights

Division 1 of Part 9 of the *LG Act 1995* applies to a decision under this local law to grant, renew, vary or cancel –

- (a) an approval under clause 2.7(b);
- (b) an exemption under clause 2.8(2);
- (c) an authorisation under clause 2.9(b);
- (d) an approval under clause 2.10(1);
- (e) an authorisation under clause 3.2(1)(c);
- (f) an approval under clause 3.2(2)(a); and
- (g) an approval under clause 3.3.

PART 6 - ENFORCEMENT

6.1 Offences and general penalty

- (1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.
- (2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding \$500 in respect of each day or part of a day during which the offence has continued.

6.2 Other costs and expenses

- (1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 6.1, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as –
 - (a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or
 - (b) making good any damage caused to a waste facility.
- (2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent civil jurisdiction.

6.3 Prescribed offences

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the *LG Act*.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

6.4 Form of notices

- (1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the *LG Act* is that of Form 1 in Schedule 1 of the *LG Regulations*.
- (2) The form of the infringement notice given under section 9.16 of the *LG Act* is that of Form 2 in Schedule 1 of the *LG Regulations*.
- (3) The form of the infringement withdrawal notice given under section 9.20 of the *LG Act* is that of Form 3 in Schedule 1 of the *LG Regulations*.

SCHEDULE 1 – MEANING OF ‘NON-COLLECTABLE WASTE’

(Clause 1.5(1))

non-collectable waste means –

- (a) hot or burning material;

- (b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;
- (c) any other hazardous material, such as radioactive waste;
- (d) any explosive material, such as flares or ammunition;
- (e) electrical and electronic equipment;
- (f) hospital, medical, veterinary, laboratory or pathological substances;
- (g) construction or demolition waste;
- (h) sewage;
- (i) 'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004*;
- (j) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;
- (k) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non-absorbent or impervious material or placed in a sealed impervious and leak-proof container; and
- (l) any other waste determined by the local government to be non-collectable waste.

SCHEDULE 2 – PRESCRIBED OFFENCES
(Clause 6.3)

Item No.	Clause No.	Description	Modified Penalty (\$)
1	2.1(2)(a)	Failing to pay fee or charge	200
2	2.1(2)(b)	Failing to ensure lawful use of receptacle	200
3	2.2(1)	Depositing non-collectable waste in a receptacle	200
4	2.2(2)	Depositing waste in another receptacle without consent	200
5	2.3(1)	Exceeding weight capacity of a general waste receptacle	200
6	2.3(2) and (3)	Depositing unauthorised waste in a general waste receptacle	200
7	2.4(a)	Depositing unauthorised waste in a recycling waste receptacle	200
8	2.4(b) and (c)	Exceeding weight capacity of a recycling waste receptacle	200
9	2.5(a)	Depositing unauthorised waste in an organic waste receptacle	200
10	2.5(b) and (c)	Exceeding weight capacity of an organic waste receptacle	200
11	2.6(3)	Failing to comply with a direction concerning placement or removal of a receptacle	200
12	2.7(a)	Failing to keep a receptacle in the required location	200
13	2.7(b)	Failing to place a receptacle for collection in a lawful position	200
14	2.7(c)	Failing to provide an adequate number of receptacles	200
15	2.7(d)	Failing to notify of a lost, stolen, damaged or defective receptacle	50

Item No.	Clause No.	Description	Modified Penalty (\$)
16	2.9(a)	Damaging, destroying or interfering with a receptacle	200
17	2.9(b)	Removing a receptacle from premises without permission or authorisation	100
18	2.10(1)	Failing to comply with a term or condition of verge waste collection	200
19	2.10(2)	Removing waste from a verge waste collection for commercial purposes	200
20	2.10(3)	Disassembling or tampering with waste deposited for collection	200
21	3.1(a)	Failing to provide an adequate number of receptacles	200
22	3.1(b)	Failing to keep a receptacle in a good condition and repair	200
23	3.1(c)(i)	Failing to prevent fly breeding and vectors of disease in a receptacle	200
24	3.1(c)(ii)	Failing to prevent the emission of offensive or noxious odours from a receptacle	200
25	3.1(c)(iii)	Allowing a receptacle to cause a nuisance	200
26	3.1(d)	Failing to comply with a direction to clean, disinfect or deodorise receptacle	200
27	3.2(1)	Unauthorised removal of waste from premises	200
28	3.2(2)	Removing waste from a receptacle without approval	200
29	3.3	Depositing household, commercial or other waste into, or removing waste from, a receptacle provided for the use of the general public in a public place without approval	200
30	3.4(2)(a)	Failing to have a suitable receptacle for building work waste	200
31	3.4(2)(b)	Failing to keep building work waste in a building waste receptacle	200
32	3.4(3)(a)	Failure to clear from the building or development site or verge, all refuse generated or originating on the site	200
33	3.4(3)(b)	Failure to remove building or demolition refuse receptacle within 2 days	200
34	4.3(2)	Failing to comply with a sign or direction	200
35	4.3(4)	Failing to comply with a direction to leave	200
36	4.4(1)	Disposing waste without payment of fee or charge	100
37	4.5(1)	Depositing waste contrary to sign or direction	200
38	4.6(1)(a)	Removing waste without authority in a waste facility	200
39	4.6(1)(b)	Depositing toxic, poisonous or hazardous waste at a waste facility	500
40	4.6(1)(c)	Lighting a fire in a waste facility	500
41	4.6(1)(d)	Removing or interfering with any flora in a waste facility	500

Item No.	Clause No.	Description	Modified Penalty (\$)
42	4.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	500
43	4.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	500
44	4.6(2)	Acting in an abusive or threatening manner	500

Dated _____

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

L.N. BALLARD, President

D.R. STEWART Chief Executive Officer

Consented to –

MIKE ROWE, Chief Executive Officer
Department of Water and Environmental Regulation

Dated _____

10.2 TECHNICAL AND RURAL SERVICES

10.2.1 WHEATBELT SECONDARY FREIGHT NETWORK - UPDATED FINANCIAL CONTRIBUTION ALLOCATION

File Reference	28.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Item 10.2.4, 26 September 2018 Res. 0918.092
Date	2 May 2019
Author	Torre Evans – Executive Manager Technical & Rural Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Email from Brookton Shire President

Summary

Council is requested to consider continuing to support the strategic intent of the Wheatbelt Secondary Freight Network Project and authorise the Chief Executive Officer to prepare and sign a letter of support for the carryover of \$6,000 to the 2019/20 Budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.

Background

The Wheatbelt Secondary Freight Network (WSFN) comprises of 4,400kms of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business.

The project is being driven by Local Government Authorities with a Working Group established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

Over the last two years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also participated in a technical data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750,000. The process has

been an excellent example of a large number of Local Governments working together on a common strategic regional priority. The key undertakings of the project so far are:

1. Identification of nominated WSN roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
TOTAL	4,337	2,851	66	493,000,000

At the Ordinary Council Meeting 26 September 2018 item 10.2.4 - Wheatbelt Secondary Freight Route (WSFR) Project was presented to Council for resolution. The following was resolved by Council:

“That with respect to the Secondary Freight Routes Project, Council:

1. *Support the strategic intent of the Secondary Freight Routes project;*
2. *Authorise the Chief Executive Officer to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and*
3. *Consider an allocation of \$6,000 in 2018/19 Annual Budget Review to co-fund the Secondary Freight Route Project team subject to the application for a Building Better Regions Program application proceeding.”*

Comment

This initial approach was to assist the Working Group to work towards an Infrastructure Australia (IA) Stage 3/4 submission for inclusion of the WSN project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. The group is working towards submitting a Stage 4 Business Case submission for the WSFR. The project development costs associated with the business case submission are estimated to be \$5M, which is in the order of 1% of the estimated capital investment.

The following provides an outline of the proposed budget and funding applications that were submitted to assist with the development and planning stages the WSN project.

	Budget and Funding Sources
Stage 1 – Strategic Planning <ul style="list-style-type: none"> ▪ Design Criteria and Objectives ▪ Options Assessment ▪ Collated Data Review ▪ Multiple Criteria Assessment ▪ Staging Plan 	\$1,000,000 <ul style="list-style-type: none"> ▪ BBRF (\$750K) ▪ LGA co-contribution (\$250K)
Stage 2 – Detailed Planning <ul style="list-style-type: none"> ▪ Concept Design Investigations ▪ Preliminary Design Investigations 	\$3,600,000 <ul style="list-style-type: none"> ▪ Commodity Route (\$1M) ▪ LGA in-kind
Stage 3 – IA Stage 3/4 Submission <ul style="list-style-type: none"> ▪ Project Management ▪ Governance Plan ▪ Business Case Development 	\$400,000 <ul style="list-style-type: none"> ▪ REDS (\$100K) ▪ LGA in-kind
	TOTAL - \$5,000,000

Building Better Regions Fund (BBRF) Submission

The Building Better Regions Fund (BBRF) submission is only intended to contribute towards funding activities associated with Stage 1 – Strategic Planning at an estimated budget of \$1M.

Funding and the associated BBRF application can be summarised as follows:

- Budget
 - Total Cash \$1M
- Funding
 - BBRF \$750K
 - LGA cash co-contribution \$250K

This strategic planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, the economically optimal sequence for developing the network and ensure that roads are designed and constructed to an optimal standard from a ‘whole-of-life’ asset management perspective. The detailed planning exercise is expected to achieve a net benefit in the order of \$20M based solely on the benefits gained from freight route prioritisation.

Commodity Freight Roads Fund (CFRF)

The Commodity Freight Roads Fund submission is intended to contribute towards funding of activities associated with Stage 2 – Detailed Planning. This will specifically entail \$1M for consultants to undertake preliminary design investigations. The remainder of Stage 2 is intended to be undertaken via in-kind by local governments and other funding sources currently being investigated, should they become available.

Regional Economic Development (RED) Grant

The Regional Economic Development (RED) Grants submission is intended to contribute towards funding activities associated with Stage 3 – IA Stage 3/4 Submission. This will specifically entail \$100K for a Lead Consultant to undertake project management. The remainder of Stage 3 is intended to be

undertaken via in-kind by local governments and other funding sources being investigated should they become available.

Major Project Business Case Fund (MPBCF) Initiative

The Australian Government is investing \$100 billion over 10 years from 2019–20 through its rolling infrastructure plan to help manage our growing population, meet our national freight challenge and get Australians home sooner and safer. This includes \$250 million allocated to the Major Project Business Case Fund (MPBCF) initiative. Projects with clear strategic merit that has:

- Engagement in the project planning stage
- View of future priorities
- Ready to invest to enable economic activity
- Address nationally significant deficits in the transport system
- Drive economic productivity growth and liveability in cities and regions through transport infrastructure investment

The WSFR Working Group sees the \$5M sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for the MPBCF.

Roads of Strategic Importance (ROSI) Initiative

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities. ROSI has the following principles:

- Key freight corridors that connect primary agricultural areas and mining resource regions to ports and other transport hubs
- Support communities along the corridors and provide better access for tourists and other road users
- Characterised by narrow sections of road, low capacity bridges and deteriorating pavements
- Constrains the productivity and efficiency of freight movements
- Catalyse economic activity and improve access to communities and tourist attractions.

From an estimated total of \$500M in funding the Working Group sought \$125M over the next 3 years for the delivery of the first stage of capital works.

The Working Group put in separate funding submissions for each of the abovementioned funding sources for the various stages of the project. The project has been successful in obtaining funding from the following sources:

- ROSI initiative funding
- Stage 1 Priority Works – Wheatbelt Secondary Freight Network.
- The Australian Government has committed \$70M towards the project.
“Upgrades will be prioritised based on linkages to state and national roads and highways and the rail network. Consideration will also be given to links to six ports and two livestock centres, as well as regional and metro grain receival sites, accessed by the producers of the Wheatbelt region.

Benefits of the project include:

- improved road safety
- improved freight efficiency, connectivity and travel time
- consistent Restricted Access Vehicles (RAVs) ratings across the network, which will provide improved access for agricultural and mining regions to transport hubs”
- RED Grants (supported by the WA State Government’s Royalties for Regions Program)
- Lead Consultant Project Coordinator – Wheatbelt Secondary Freight Network. \$100,000.
The Lead Consultant will form part of the Project Management Team (PMT) and work with the member organisation Working Group.

The Lead Consultant - Project Management is an integral key to successful project delivery. The complexity and scale of this project is significant and well beyond the technical and financial capabilities of the Wheatbelt shires on an individual basis. Engaging a Lead Consultant – Project Management with the skills and expertise required to work with all technical consultants and the PMT will ensure a cohesive collaborative environment is established for optimum outputs.

The project is planned to be managed via oversight from the WSFR Steering Committee with a nominated Project Manager and the Project Management Team (PMT) representing the WSFR.

Lead Consultant – Project Management will direct the work of the external technical consultants and will be the main contact for communication between the Project Management Team and external consultants.

The WSFN Project will require the specialised skills of a range of external technical consultants. Key areas of technical expertise identified for the project are:

- Civil Design
- Surveying
- Environmental
- Economic Assessment”

Previously, 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated three-year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer - Nominal \$20,000 per annum (\$60,000 across three years)
- Technical Consultancy Resources - Nominal \$100,000.

Consultation

- Council – Ordinary Council Meeting held 26 September 2018
- Chief Executive Officer

Statutory Environment

Nil

Policy Implications

Nil

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.3 An effective well maintained transport network
Strategy:	1.3.1 Maintain and improve road network in line with resource capacity

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the Wheatbelt Secondary Freight Network, Council:

1. Continue to support the strategic intent of the Wheatbelt Secondary Freight Network Project.
2. Authorise the Chief Executive Officer to prepare and sign a letter of support for the allocation of \$6,000 in the 2019/20 Budget to co-fund the project management of the Wheatbelt Secondary Freight Network in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.
3. Include a carryover of \$6,000 from the 2018/19 Budget to the 2019/20 Budget to co-fund the Wheatbelt Secondary Freight Network Project.

From: Shire President <sp@brookton.wa.gov.au>

Sent: Wednesday, 1 May 2019 7:33 AM

To: 'Stephen Gollan' <ceo@beverley.wa.gov.au>; Ian D'Arcy <ceo@brookton.wa.gov.au>; Gavin Pollock <ceo@pingelly.wa.gov.au>; CEO Shire of Wandering <ceo@wandering.wa.gov.au>; CEO Shire of Dumbleyung <ceo@dumbleyung.wa.gov.au>; Garrick Yandle <ceo@kulin.wa.gov.au>; CEO Shire of Lake Grace <ceo@lakegrace.wa.gov.au>; CEO Shire of Wagin <ceo@wagin.wa.gov.au>; ceo@wickepin.wa.gov.au; CEO Shire of Cuballing <ceo@cuballing.wa.gov.au>; Dale Stewart <ceo@narrogin.wa.gov.au>; CEO Shire of West Arthur <ceo@westarthur.wa.gov.au>; CEO Shire of Williams <ceo@williams.wa.gov.au>; CEO Shire of Bruce Rock <ceo@brucerock.wa.gov.au>; CEO Shire of Corrigin <ceo@corrigin.wa.gov.au>; CEO Shire of Kondinin <ceo@kondinin.wa.gov.au>; CEO Shire of Narembeen <ceo@narembeen.wa.gov.au>; Graeme Fardon <ceo@quairading.wa.gov.au>

Cc: Lyn Baker <relbaker@bigpond.com>; Rick Storer <storerf@koorda.wa.gov.au>

Subject: Wheatbelt Secondary Freight Agenda Request

Importance: High

Hi Everyone,

The Wheatbelt Secondary Freight Network Team recently met in Perth where we discussed “where to from here”, acknowledging the \$70m from the Federal Government, the fact we weren’t successful with our BBRF application or Commodity Route Funding application and the successful application to State Government for \$100,000 under the Regional Economical Development Fund.

Previously 42 local governments were asked to financially contribute to the WSNF project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator
 - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer.
 - Nominal \$20,000 per annum (\$60,000 across 3 years)
- Technical Consultancy Resources
 - Nominal \$100,000

The WSNF Working Group are now requesting that all 42 LG’s reaffirm their commitment to the WSNF project and make a budget allocation of \$6000 in the 19/20 budget to the Project Management Pool (Stage 1 Priority Works). We acknowledge there was a request to reaffirm the commitment to the BBRF Co-contribution, this request was made before we knew the outcome of the application, and we needed to make sure LG’s we continuing that commitment into the next financial year. If your council has formally made that commitment already, then the attached draft recommendation will no doubt need to be reworded to redirect that commitment from BBRF to Project Management Pool.

Garrick Yandle has kindly assisted in drafting an agenda item for all LG’s to use to ensure that the commitment made by all 42 LG’s is the same. As per the BBRF commitment we will require each LG to submit to me (on a Shire Letterhead) their councils commitment to the project management fund, and we will need those letters by 5th June so that the WDC can collate them and put them with our RED funding agreement. As per the RED application the Shire of Koorda is the applicant and will handling the funding arrangements.

Should you have any queries, please do not hesitate to contact myself, Lyn Baker or Garrick Yandle.

Kind regards,
Katrina Crute
Shire President



Address 14 White Street, Brookton WA 6306

Phone (08) 9642 1106

Mobile 0439 373 282

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10.3 CORPORATE AND COMMUNITY SERVICES

10.3.1 SCHEDULE OF ACCOUNTS PAID – APRIL 2019

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	30 April 2019
Author	Agatha Prior – Finance Officer Accounts
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – 30/04/2019 (separate cover).

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – April 2019

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 – April 2019 is presented to Council for notation. Below is a summary of activity.

April 2019 Payments		
Payment Type	\$	%
Cheque	402.75	0.03
EFT (incl Payroll)	1,102,558.11	90.31
Direct Debit	114,501.02	9.38
Credit Card	3,409.40	0.28
Trust	0	0.00
Total Payments	1,220,871.28	100

Local Spending	\$	%
Local Suppliers	236,669.77	19.39
Payroll	521,971.52	42.75
Total	758,641.29	62.14

The payment schedule has been provided to Elected Members separately and is 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

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 2018/2019 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

That, with respect to the Schedule of Accounts Paid for April 2019, Council note the Report as presented.

10.3.2 MONTHLY FINANCIAL REPORTS – APRIL 2019

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	13 May 2019
Author	Nicole Bryant – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	1. Monthly Financial Report for the period ended 30 April 2019.

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 April 2019 Monthly Financial Reports.

Comment

The April 2019 Monthly Financial Reports are presented for review.

Consultation

Executive Manager Corporate and Community Services.

Statutory Environment

Local Government (Financial Management) Regulations 1996, Regulation 34 applies.

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2018/19 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

That, with respect to the Monthly Financial Reports for April 2019, Council note the Reports as presented.

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 30 APRIL 2019



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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2019**

**MONTHLY SUMMARY
INFORMATION**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 April 2019
Prepared by: Manager Finance
Reviewed by: Executive Manager of Corporate & Community Svcs

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

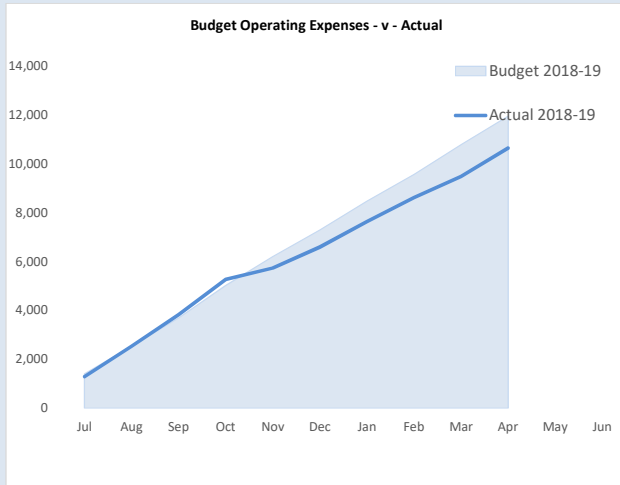
ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

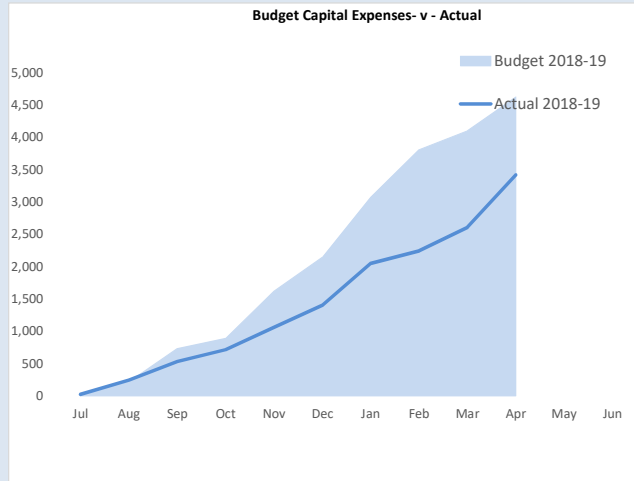
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 APRIL 2019**

**MONTHLY SUMMARY INFORMATION
GRAPHS**

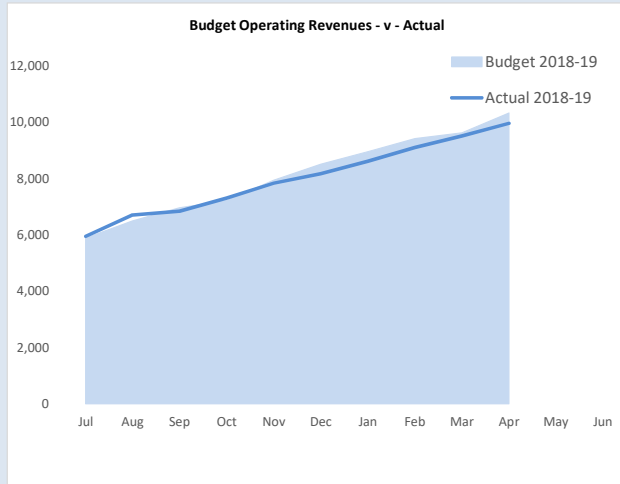
OPERATING EXPENSES



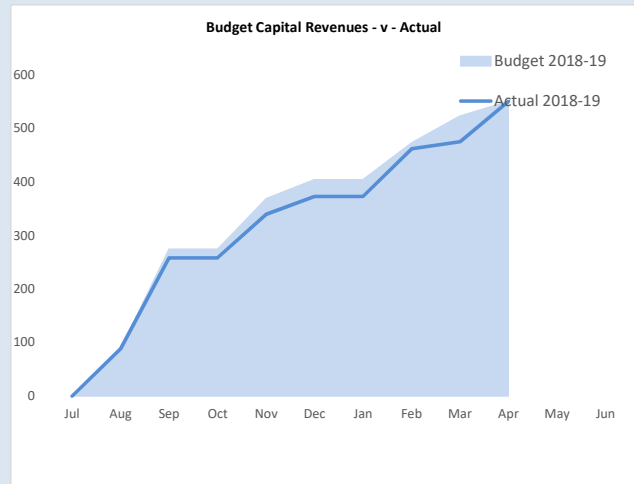
CAPITAL EXPENSES



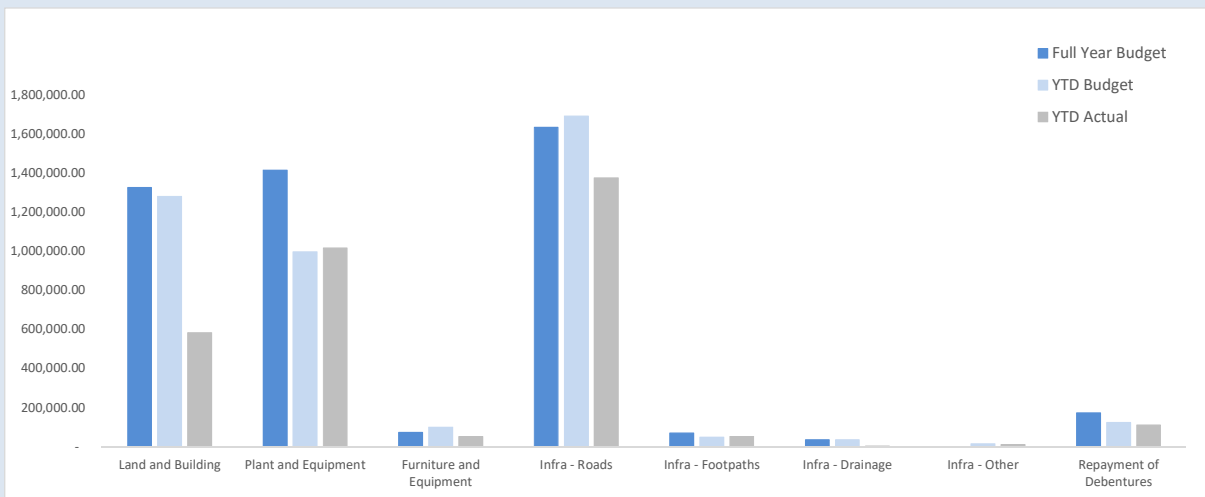
OPERATING REVENUE



CAPITAL REVENUE



CAPITAL EXPENSES BY ACTIVITY



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

STATEMENT OF FINANCIAL ACTIVITY

STATUTORY REPORTING PROGRAMS

FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019

	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3,760,640	3,760,640	3,760,640	0	0%	
Revenue from operating activities						
General Purpose Funding - Rates	4,788,695	4,788,694	4,712,263	(76,431)	(2%)	
General Purpose Funding - Other	1,285,132	989,836	1,080,123	90,287	8%	
Governance	5,100	80	3,500	3,420	98%	
Law, Order and Public Safety	123,365	52,830	78,857	26,027	33%	▲
Health	26,500	22,570	43,753	21,183	48%	▲
Education and Welfare	1,528,109	1,296,972	1,341,721	44,749	3%	
Housing	8,240	6,860	7,182	322	4%	
Community Amenities	1,048,504	1,018,136	1,035,294	17,158	2%	
Recreation and Culture	130,839	109,830	188,574	78,744	42%	▲
Transport	971,445	950,692	327,629	(623,063)	(190%)	▼
Economic Services	266,539	222,070	224,887	2,817	1%	
Other Property and Services	83,126	69,250	119,758	50,508	42%	▲
	10,265,594	9,527,820	9,163,541	(364,279)	(4%)	
Expenditure from operating activities						
General Purpose Funding	(274,326)	(183,270)	(185,670)	(2,400)	1%	
Governance	(668,618)	(595,101)	(456,794)	138,307	(30%)	
Law, Order and Public Safety	(685,151)	(576,303)	(441,304)	134,999	(31%)	
Health	(272,082)	(226,654)	(205,827)	20,827	(10%)	
Education and Welfare	(1,796,366)	(1,502,704)	(1,238,999)	263,705	21%	▲
Housing	(30,491)	(26,328)	(24,002)	2,326	10%	
Community Amenities	(1,565,833)	(1,308,462)	(1,160,697)	147,765	13%	▲
Recreation and Culture	(3,443,058)	(2,832,121)	(2,527,866)	304,255	12%	▲
Transport	(4,870,906)	(4,062,747)	(3,791,780)	270,967	7%	
Economic Services	(706,439)	(586,604)	(546,524)	40,080	7%	
Other Property and Services	(36,908)	(58,957)	(68,572)	(9,615)	(14%)	
	(14,350,179)	(11,959,251)	(10,648,037)	1,311,214		
Operating activities excluded from budget						
Add back Depreciation	3,516,972	2,930,680	2,907,458	(23,222)	(1%)	
Adjust (Profit)/Loss on Asset Disposal	137,193	116,669	58,227	(58,442)	(100%)	▼
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)	7,029	0	1,564	1,564	100%	
Adjust Rounding	0	0	0	0		
Amount attributable to operating activities	(423,391)	615,918	1,482,753	866,835		
Investing Activities						
Non-Operating Grants, Subsidies and Contributions	786,982	786,982	786,743	(239)	0%	
Purchase of Investments	0	0	0	0		
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,609,202)	(1,279,940)	(582,121)	697,819	120%	▲
Plant and Equipment	(1,427,253)	(995,906)	(1,014,851)	(18,945)	(2%)	
Furniture and Equipment	(98,811)	(98,811)	(50,339)	48,472	96%	▲
Infrastructure Assets - Roads	(1,690,671)	(1,690,588)	(1,374,584)	316,004	23%	▲
Infrastructure Assets - Footpaths	(51,300)	(47,100)	(51,800)	(4,700)	(9%)	▲
Infrastructure Assets - Road Drainage	(33,589)	(33,589)	(2,194)	31,395	1431%	▲
Infrastructure Assets - Other	(591,261)	(378,358)	(243,428)	134,930	55%	▲
Infrastructure Assets - Parks and Gardens	(14,000)	(14,000)	(9,066)	4,934	54%	
Proceeds from Disposal of Assets	834,810	550,392	549,746	(646)	(0%)	
Proceeds from Sale of Investments	0	0	0	0		
Amount attributable to investing activities	(3,894,295)	(3,200,918)	(1,991,894)	1,209,024		
Financing Activities						
Proceeds from New Debentures	350,000	0	0	0		
Proceeds from Advances	0	0	0	0		
Repayment of Debentures	(129,976)	(81,207)	(80,590)	617	1%	
Self-Supporting Loan Principal	0	0	0	0		
Transfer from Reserves	1,273,480	0	0	0		
Advances to Community Groups	0	0	0	0		
Transfer to Reserves	(936,458)	(15,956)	(15,956)	0	0%	
Amount attributable to financing activities	557,046	(97,163)	(96,546)	617		
Net Capital	(3,337,249)	(3,298,081)	(2,088,440)	1,209,641		
Total Net Operating + Capital	(3,760,640)	(2,682,163)	(605,687)	2,076,476		
Closing Funding Surplus(Deficit)	0	1,078,477	3,154,953	2,076,476		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2017/18 year is \$5,000 or 10% whichever is the greater.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**NET CURRENT ASSETS****FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019****SIGNIFICANT ACCOUNTING POLICIES****CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave
(Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019

OPERATING ACTIVITIES
ADJUSTED NET CURRENT ASSETS

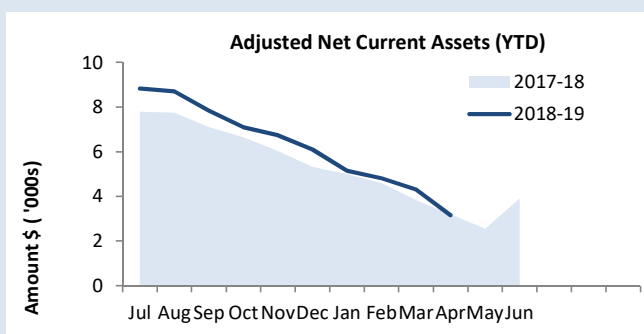
	Previous Period Actual	Year to Date Actual
	31 Mar 2019	30 Apr 2019
Adjusted Net Current Assets	\$	\$
Current Assets		
Cash Unrestricted	4,287,810	3,690,989
Cash Restricted (Reserves)	3,970,754	3,970,754
Receivables - Rates and Rubbish, ESL, Excess Rates	500,590	423,103
Receivables - Other	41,576	208,656
Inventories	18,608	28,491
	8,819,337	8,321,993
Less: Current Liabilities		
Payables	(335,915)	(987,933)
Loan Liability	(53,310)	(49,187)
Provisions	(596,311)	(596,311)
	(985,536)	(1,633,431)
Net Current Asset Position	7,833,801	6,688,562
Less: Cash Restricted	(3,970,754)	(3,970,754)
Add Back: Component of Leave Liability not Required to be funded	389,140	389,140
Add Back: Current Loan Liability	53,310	49,187
Adjustment for Trust Transactions Within Muni	(1,068)	(1,182)
Net Current Funding Position	4,304,429	3,154,953

SIGNIFICANT ACCOUNTING POLICIES

Please see page 4 for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



Year YTD Actual

Surplus(Deficit)

\$3.15 M

Last Period Actual

Surplus(Deficit)

\$4.3 M

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

	Investment Value \$	Maturity Date	Rate	Institution	Investment %
Cash Unrestricted					
Municipal Fund	1.0 million	27/05/2019	2.25%	NAB	50%
Municipal Fund	1.0 million	27/05/2019	2.00%	Bankwest	50%
	2.0 million				100%
Cash Restricted (Reserves)					
Reserve Fund	1.8 million	27/06/2019	2.71%	NAB	50%
Reserve Fund	1.8 million	23/06/2019	2.71%	Westpac	50%
	3.6 million				100%
Total Investment Holdings via Entity					
NAB	2.8 million				50%
Westpac	1.8 million				32%
Bankwest	1.0 million				18%
	5.6 million				100%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019

EXPLANATION OF
MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from The material variance adopted by Council for the 2018/19 year is an Actual Variance exceeding 10% and a value greater than \$15,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Law, Order and Public Safety	26,027	33%	▲	Permanent	Increased BFB grant received
Health	21,183	48%	▲	Permanent	Invoice raised to reclaim demolition costs for Loch Street
Recreation and Culture	78,744	42%	▲	Permanent	Insurance claims income received for Golf Club and Artworks
Transport	(623,063)	(190%)	▼	Timing	Wandrra reimbursement not received LGIS good claims rebate received
Other Property and Services	50,508	42%	▲	Permanent	Insurance claim income received for Rubber tyred roller
Expenditure from operating activities					
Education and Welfare	263,705	21%	▲	Timing	HACC, CHSP, HCP & Aged Other - Expenditure estimated evenly over 12 months
Community Amenities	147,765	13%	▲	Timing	Contract town planning, Cemetery maintenance/operations, public convenience maintenance expenditure all under budget
Recreation and Culture	304,255	12%	▲	Timing	Town hall building maintenance, parks and gardens, town oval maintenance, NRRC electricity, community chest, event festival matching expenditure all under budget
Investing Activities					
Capital Acquisitions	1,209,909	1769%	▲	Timing	Refer to Capital Acquisitions Note
Financing Activities					

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

▲ Favourable variance

▼ Unfavourable variance

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

**OPERATING ACTIVITIES
RECEIVABLES**

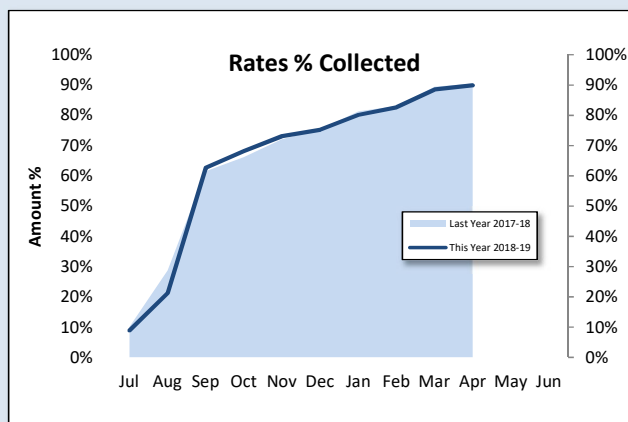
Rates Receivable	30 Jun 18	30 Apr 19
	\$	\$
Opening Arrears Previous Years	492,340	492,340
Levied this year		4,789,356
Movement in Excess Rates		(90,732)
Domestic Refuse Collection Charges		471,512
Domestic Services (Additional)		3,390
Commercial Collection Charge		44,814
Commercial Collection Charge (Additional)		45,287
Total Rates and Rubbish (YTD)	5,153,240	5,277,266
Less Collections to date	(5,153,240)	(5,186,187)
Net Rates Collectable	492,340	583,420
% Collected	91.28%	90.10%
Pensioner Deferred Rates		(153,532)
Pensioner Deferred ESL		(6,786)
Total Rates and Rubbish, ESL, Excess Rates		423,103

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	116,816	4,992	18,373	4,487	144,668
Percentage	81%	3%	13%	3%	
Balance per Trial Balance					
Rates Pensioner Rebate Claims					3,694
GST Input					97,261
Provision For Doubtful Debts					(37,776)
Total Receivables General Outstanding					207,847

Amounts shown above include GST (where applicable)

KEY INFORMATION

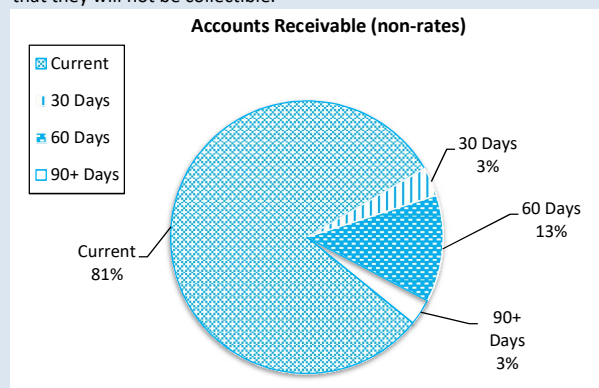
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



Collected	Rates Due
90%	\$423,103

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due
\$207,847
Over 30 Days
19%
Over 90 Days
3%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

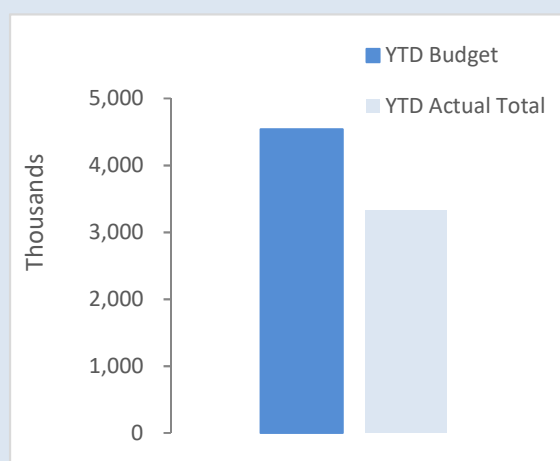
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

Capital Acquisitions	Amended Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land and Buildings	1,609,202	1,279,940	582,121	697,819
Plant & Equipment	1,427,253	995,906	1,014,851	(18,945)
Furniture & Equipment	98,811	98,811	50,339	48,472
Roads	1,690,671	1,690,588	1,374,584	316,004
Footpaths	51,300	47,100	51,800	(4,700)
Road Drainage	33,589	33,589	2,194	31,395
Other Infrastructure	591,261	378,358	243,428	134,930
Parks and Gardens	14,000	14,000	9,066	4,934
Capital Expenditure Totals	5,516,086	4,538,292	3,328,383	1,209,909

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION





















































Acquisitions	Annual Budget	YTD Actual	% Spent
	\$5.19 M	\$3.33 M	60%

To be read in conjunction with Strategic Projects Tracker

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)**
















































% of Completion

	Amended Budget	YTD Budget	YTD Actual	Variance Under(Over)
	\$	\$	\$	\$
Capital Expenditure				
Land and Buildings				
 Building Renovation Administration	190,060	190,060	6,900	183,160
 Animal Pound Building (Capital)	7,781	7,781	0	7,781
 Other Law & Order Building (Capital)	455	454	455	(1)
 HACC - Building (Capital)	56,602	56,602	52,991	3,611
 Kitchen Upgrade	35,000	0	0	0
 Mackie Park Public Toilets and Office - Capital	15,000	15,000	14,836	164
 Memorial Park Public Toilets Capital	100,000	100,000	4,545	95,455
 Highbury Public Toilets (Capital)	5,525	5,525	5,525	0
 Town Hall (Federal St) Building Capital	129,100	129,100	125,837	3,263
 Railway Institute Hall & Office Building Capital	3,096	3,096	3,600	(504)
 Highbury Hall Building Capital	5,937	5,937	5,937	0
 NRRC Building (Capital)	229,950	229,950	120,811	109,139
 NRRC Building Capital 2018-19	153,668	89,409	166,620	(77,211)
 Tennis Clubroom Roof Repairs	7,500	7,500	0	7,500
 Library Landscape - Stage 1	100,000	100,000	61,268	38,732
 Railway Station Building (Capital)	6,641	6,639	0	6,639
 Museum Building (Capital)	5,000	5,000	0	5,000
 Accommodation Units (NCP)	351,364	121,364	4,060	117,304
 Caravan Park Renovations	183,896	183,896	600	183,296
 Visitor Information Bay Upgrade (Williams Road)	20,000	20,000	4,410	15,590
 Sale Yard (Showmen's) Toilets Building Capital	2,627	2,627	3,726	(1,099)
	1,609,202	1,279,940	582,121	697,819
Plant and Equipment				
 Fire Truck (Highbury)	50,000	0	0	0
 NO05 Ranger Vehicle 2018	36,790	36,790	36,790	0
 EHO Vehicle 2018	18,602	18,602	18,602	(0)
 NGN10179 Toyota Hiace 2018	58,000	58,000	57,931	69
 Lawn Mower 2018	1,590	1,590	1,590	0
 Brush Cutter 2018	1,000	1,000	898	102
 NGN847 Ford Mondeo 2019 (HACC) (PA010B)	27,000	0	0	0
 NGN839 CHCP Vehicle	27,000	0	0	0
 NGN219 CATS Vehicle 2019	26,500	26,500	25,452	1,048
 CCTV Installation Refuse Site	8,364	8,363	8,364	(1)
 NGN00 EMDRS Vehicle 2018(2)	35,134	35,134	35,134	(0)
 NGN00 EMDRS Vehicle 2019	35,755	35,755	36,498	(743)
 NGN00 EMDRS Vehicle 2019(2)	35,755	0	0	0
 CCTV Installation Old Courthouse Museum	7,500	7,500	0	7,500
 ONO EMTRS Vehicle 2018 (3)	36,389	36,388	36,389	(1)
 ONO EMTRS Vehicle 2019	36,508	36,508	36,498	10
 ONO EMTRS Vehicle 2019 (2)	36,508	36,508	0	36,508
 ONO EMTRS Vehicle 2019 (3)	36,508	0	0	0
 N001 MO Vehicle 2018(2)	36,243	36,242	36,243	(1)
 N001 MO Vehicle 2019	36,870	36,870	36,243	627
 N001 MO Vehicle 2019(2)	36,870	0	0	0
 Works Supervisor Vehicle 2018	35,416	35,415	35,416	(1)
 1N0 CF Vehicle 2018	36,498	36,497	36,498	(1)
 NGN802 Gardener Vehicle 2018	23,677	23,677	23,677	(0)
 NO1 2018 UD 6 Wheeler Nissan Diesel Tip Truck	226,000	226,000	218,462	7,538
 NO592 PG LH Vehicle PG 2018	27,368	27,368	27,368	(0)
 NGN677 Toro Mower 2018 (WORKS) (PE041)	33,000	33,000	33,000	0
 NO2731 Four Axle Side Tipping Trailer - Additions	25,000	0	18,060	(18,060)
 NO2706 Four Axle Side Tipping Trailer - Additions	25,000	0	19,393	(19,393)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)**






























% of Completion

	Amended Budget	YTD Budget	YTD Actual	Variance Under(Over)
 Workshop Tool Purchase (Mechanic)	14,206	14,205	14,206	(1)
 New VHF Radios x 15	0	0	0	0
 NGN6121 1982 Twin Drum Turf Roller (WORKS)	34,850	34,850	34,850	0
 CCTV Installation NCP	9,030	9,030	8,500	530
 1NGN CEO Vehicle 2018(2)	51,593	51,592	51,593	(1)
 1NGN CEO Vehicle 2019	48,438	48,438	48,438	(0)
 1NGN CEO Vehicle 2019(2)	49,440	0	0	0
 1NGN CEO Vehicle 2019(3)	49,440	0	0	0
 ONGN EMCCS Vehicle 2018(2)	34,676	0	34,676	(34,676)
 ONGN EMCCS Vehicle 2019	34,651	0	0	0
 002 NGN MF Vehicle 2018	21,804	21,803	21,804	(1)
 NGN 0 MLC Vehicle 2018	22,281	22,281	22,281	(0)
	1,427,253	995,906	1,014,851	(18,945)
Furniture and Equipment				
 Airconditioner Upgrade - DRS	20,000	20,000	0	20,000
 Replace Pelments and Drapes, Jessie House	4,415	4,415	0	4,415
 Mobile Works Solution (HACC)	33,515	33,515	28,940	4,575
 Computer Purchases	6,000	6,000	0	6,000
 Town Hall Airconditioner	15,000	15,000	0	15,000
 Jessie House Airconditioner	6,881	6,881	6,881	0
 Library Software Upgrade	13,000	13,000	14,518	(1,518)
	98,811	98,811	50,339	48,472
Infrastructure - Roads				
 Earl Street - Renewal (Local)	109,813	109,808	49,824	59,984
 Egerton Street - Upgrade (Local)	171,494	171,484	119,482	52,002
 Whinbin Rock Road - Renewal (Rural)	70,618	70,608	0	70,608
 Wagin-Wickepin Road - Renewal (Local)	99,625	99,620	69,186	30,434
 Wangeling Gully Road - Renewal (Rural)	90,792	90,788	51,170	39,618
 Quarry Road - Renewal (Rural)	85,627	85,620	22,227	63,393
 Gordon Street - Renewal (Local) (R2R)	9,300	9,300	7,834	1,466
 Earl Street North - Renewal (Local) (R2R)	25,800	25,800	26,918	(1,118)
 Floreat Street - Renewal (Local) (R2R)	14,640	14,640	16,085	(1,445)
 Hough Street - Renewal (Local) (R2R)	16,815	16,812	18,101	(1,289)
 Park Street - Renewal (Local) (R2R)	11,655	11,652	8,050	3,602
 Northwood Street - Renewal (Local) (R2R)	12,240	12,240	12,814	(574)
 Palmer Street - Renewal (Local) (R2R)	7,875	7,872	6,260	1,612
 Watt Street - Renewal (Local) (R2R)	6,900	6,900	6,611	289
 Short Street - Renewal (Local) (R2R)	2,850	2,848	2,676	172
 Horace Street - Renewal (Local) (R2R)	8,910	8,908	7,878	1,030
 Harper Street - Renewal (Local) (R2R)	10,260	10,260	10,701	(441)
 Falcon Street - Renewal (Local) (R2R)	12,000	12,000	12,435	(435)
 Argus Street - Renewal (Local) (R2R)	4,050	4,048	6,260	(2,212)
 Quigley Street Short Street - Renewal (Local) (R2R)	8,880	8,880	7,163	1,717
 Narrakine Road South - Renewal (Rural) (R2R)	123,027	123,020	125,418	(2,398)
 Herald Street - Upgrade (Local) (RRG)	620,400	620,388	633,984	(13,596)
 Congelin - Narrogin Road - Renewal (Local) (RRG)	167,100	167,092	153,505	13,587
	1,690,671	1,690,588	1,374,584	316,004
Infrastructure - Footpaths				
 Mackie Park - Footpath Construction	4,200	0	4,200	(4,200)
 Earl St Footpath Construction	5,300	5,300	5,300	0
 Doney Street Footpath Construction	22,800	22,800	22,800	0
 Felspar Street Footpath Construction (Karinya Cottage Homes)	19,000	19,000	19,500	(500)
	51,300	47,100	51,800	(4,700)
Infrastructure - Drainage				
 Drainage - Butler Street	33,589	33,589	2,194	31,395

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

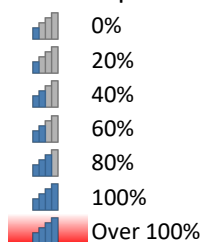
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

	Amended Budget	YTD Budget	YTD Actual	Variance Under(Over)
Infrastructure - Other	33,589	33,589	2,194	31,395
 Refuse Site Transfer Station	7,962	0	7,962	(7,962)
 Bin Surrounds	20,326	13,544	21,203	(7,659)
 Cemetery Upgrade	57,440	57,440	23,021	34,419
 Gnarojin Park Master Plan	23,248	23,248	22,625	623
 CBD Design - Colour Palette and signage	10,000	0	6,450	(6,450)
 Townscape - Highbury	5,000	2,500	2,260	240
 Townscape - Narrogin	10,000	5,000	0	5,000
 NRRC Infrastructure Other (Capital)	10,000	10,000	(60)	10,060
 Foxes Lair	17,000	0	9,800	(9,800)
 Heritage Trail	42,185	14,061	11,470	2,591
 Railway Dam	5,000	5,000	0	5,000
 McKenzie Park - Playground Equipment	10,000	10,000	0	10,000
 Pine Park - Playground Equipment	12,000	12,000	8,658	3,342
 Ashworth Park - Playground Equipment	20,000	20,000	0	20,000
 Highbury Tennis Court	0	0	0	0
 Narrogin Walk Trails Master Plan	16,000	0	15,900	(15,900)
 Mountain Bike & Pump Track Feasibility Study	9,900	3,300	0	3,300
 Skate Park Improvements	55,200	27,600	17,915	9,685
 Watt Street - Playground Equipment	0	0	3,037	(3,037)
 Gnarojin Community Garden Carpark & Driveway Upgrade	10,000	10,000	2,708	7,292
 Museum Carpark	60,000	60,000	55,153	4,847
 Pioneer Drive Carpark	50,000	0	675	(675)
 Aerodrome Infrastructure Other (Capital)	10,000	9,999	10,047	(48)
 Caravan Park Resealing, Line Marking	20,000	20,000	0	20,000
 Local Tourism Planning Strategy	35,000	11,666	0	11,666
 Site Inspection Report - Felspar St Depot	20,000	20,000	16,717	3,283
 Economic Development Strategy	30,000	18,000	0	18,000
 Commercial Standpipe (Highbury West & Chomley Road)	25,000	25,000	7,886	17,115
	591,261	378,358	243,428	134,930
Infrastructure - Parks & Gardens				
 Sydney Hall Way Park Bikepath Capital	14,000	14,000	9,066	4,934
	14,000	14,000	9,066	4,934
Capital Expenditure Totals	5,516,086	4,538,292	3,328,383	1,209,909

Capital Expenditure Total

Level of Completion Indicators



Percentage YTD Actual to Revised Budget
Expenditure over budget highlighted in red.

Variance is calculated on:
YTD Budget vs YTD Actual

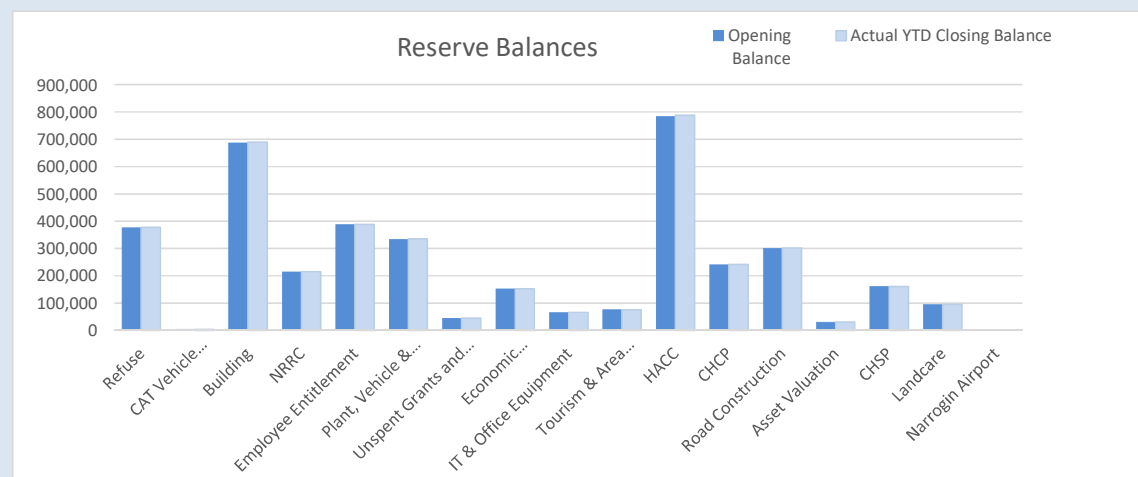
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019

OPERATING ACTIVITIES
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve 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	376,475	6,827	1,519	50,000	0	0	0	433,302	377,994
CAT Vehicle Replacement	4,297	78	16	7,125	0	11,500	0	0	4,313
Building	686,182	12,444	2,769	171,762	0	280,000	0	590,388	688,951
NRRC	214,761	3,895	867	140,000	0	285,759	0	72,897	215,628
Employee Entitlement	387,576	7,029	1,564	0	0	0	0	394,605	389,140
Plant, Vehicle & Equipment	333,984	6,057	1,348	425,000	0	400,768	0	364,273	335,332
Unspent Grants and Contributions	44,816	811	183	0	0	4,724	0	40,903	44,999
Economic Development	152,014	2,757	613	18,552	0	0	0	173,323	152,627
IT & Office Equipment	66,049	1,198	266	5,000	0	0	0	72,247	66,315
Tourism & Area Promotion	75,469	1,369	305	0	0	0	0	76,838	75,774
HACC	784,351	14,224	3,163	0	0	216,805	0	581,770	787,514
CHCP	241,070	4,372	973	0	0	73,924	0	171,518	242,043
Road Construction	301,328	5,465	1,216	21,166	0	0	0	327,959	302,544
Asset Valuation	30,610	555	123	0	0	0	0	31,165	30,733
CHSP	160,970	2,919	648	17,853	0	0	0	181,742	161,618
Landcare	94,846	0	383	0	0	0	0	94,846	95,229
Narrogin Airport	0	0	0	10,000	0	0	0	10,000	0
	3,954,799	70,000	15,956	866,458	0	1,273,480	0	3,617,777	3,970,754

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Budget Adoption						0
		Variation between adopted budget opening position and actual		Opening Surplus(Deficit)		74,482		74,482
2110821		Budget Amendment as per council resolution 0918.096, 26 September 2018	0918.096	Operating Expenses		4,000		78,482
2070603		Budget Amendment as per council resolution 0918.096, 26 September 2018	0918.096	Operating Expenses			(4,000)	74,482
4110260	BC160	Budget amendment as per council resolution 1018.100 24 October 2018	1018.100	Operating Expenses		106,350		180,832
4110260	BC161	Budget amendment as per council resolution 1018.100 24 October 2018	1018.100	Operating Expenses		89,409		270,241
5110253		Budget amendment as per council resolution 1018.100 24 October 2018	1018.100	Capital Revenue			(166,656)	103,585
5110253		Budget amendment as per council resolution 1018.100 24 October 2018	1018.100	Capital Revenue			(29,103)	74,482
4080350	FE030	Budget Amendment as per council resolution 1018.103, 24 October 2018	1018.103	Capital Expenses		7,000		81,482
5080352		Budget Amendment as per council resolution 1018.103, 24 October 2018	1018.103	Capital Revenue			(7,000)	74,482
2040112		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,500		75,982
2040116		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(10,000)	65,982
2040121		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,000		66,982
2040125		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,000		67,982
2040127		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(5,000)	62,982
2040207		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		16,905		79,887
2040212		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		485		80,372
2040214		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		500		80,872
2040218		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		500		81,372
2040219		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.31		81,372
2040224		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.12		81,372
2050105		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,000		82,372
2050110		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		17,552		99,924
2050112		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,500)	98,424
2050114		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		13,973		112,397
2050191		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,438)	110,959
2050200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,629)	107,330
2050210		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(15,000)	92,330
2050211		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(4,052)	88,278
2050212		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		23,061		111,339
2050214		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(13,973)	97,366
2050215		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(62,210)	35,156
2050304		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,000		37,156
2050313		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,599		38,755
2050391		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,547		40,302
2050407		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		218		40,520
2080341		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(100)	40,420
2080348		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(300)	40,120
2080349		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(200)	39,920
2080350		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(100)	39,820
2080391		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(4,025)	35,795
2080449		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(100)	35,695
2080491		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(9,710)	25,985
2080762		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		7,000		32,985

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
2080791		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		8,846		41,831
2090103		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,200)	38,631
2100401		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(2,700)	35,931
2100691		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(5,654)	30,277
2100802		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(40,136)	(9,859)
2100803		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,000)	(10,859)
2110105		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(0.35)	(10,859)
2110233		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,484)	(12,343)
2110260		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.15		(12,343)
2110300		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,000)	(15,343)
2110301		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(40,500)	(55,843)
2110311		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses				(42,041)
2110314		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		13,802	(1,566)	(43,606)
2110315		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(500)	(44,106)
2110316		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses				(32,573)
2110317		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		11,533		(31,002)
2110319		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,571		(28,502)
2110320		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,500		(23,240)
2110321		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		5,262		(22,500)
2110322		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		740		(22,390)
2110325		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		110		(19,030)
2110326		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		3,360		(18,703)
2110331		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		327		(23,763)
2110332		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(5,060)	(24,723)
2110334		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(960)	(43,953)
2110802		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(19,230)	(35,575)
2110805		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		8,378		(37,575)
2110816		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(2,000)	(30,046)
2110834		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		7,529		(30,713)
2120200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(667)	(33,713)
2120211		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,000)	(43,713)
2120214		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(10,000)	(45,213)
2120217		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,500)	(45,212)
2120391		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.24		(139,410)
2130200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(94,197)	(130,910)
2130203		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		8,500		(143,660)
2130204		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(12,750)	(143,181)
2130205		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		479		(142,931)
2130319		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		250		(146,431)
2130606		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,500)	(149,706)
2130607		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,275)	(146,776)
2130609		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,930		(146,776)
2130610		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.27		(146,776)
2140100		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(0.10)	(136,776)
2140215		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		10,000		(176,776)
							(40,000)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
2140220		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(20,000)	(196,776)
2140239		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(6,000)	(202,776)
2140500		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		20,000		(182,776)
2140501		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,906		(179,869)
2140523		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(20,000)	(199,869)
2140591		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		94,301		(105,568)
2140691		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		154		(105,415)
2090192		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(528)	(105,943)
2040292		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(11,460)	(117,404)
2050192		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(14,668)	(132,072)
2050392		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(385)	(132,457)
2050492		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(13,790)	(146,247)
2080592		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,264)	(147,512)
2080692		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(5,159)	(152,671)
2080892		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(52)	(152,723)
2100192		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,962)	(154,686)
2100292		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(28,337)	(183,022)
2100392		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(9)	(183,031)
2100892		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		3,124		(179,907)
2110192		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(10,116)	(190,023)
2110292		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(26,035)	(216,059)
2110392		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(508,958)	(725,016)
2110592		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(2,134)	(727,150)
2110692		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(101)	(727,251)
2120292		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(323,203)	(1,050,454)
2120492		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,491)	(1,051,945)
2130292		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,041)	(1,054,986)
2130692		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(44,037)	(1,099,023)
2140492		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(7,657)	(1,106,680)
2140592		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(6,859)	(1,113,539)
2090198		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		6,660		(1,106,879)
2030199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,749		(1,105,129)
2030499		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,103,386)
2040197		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		545		(1,102,841)
2040199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		6,100		(1,096,741)
2040299		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,094,127)
2050199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,092,384)
2050399		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,089,770)
2050497		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		109		(1,089,661)
2050499		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,087,918)
2070399		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,085,304)
2080197		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		73		(1,085,232)
2080199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		436		(1,084,796)
2080399		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,083,052)
2080499		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,080,438)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
2080599		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		7,407		(1,073,031)
2080697		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		73		(1,072,959)
2080699		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,071,216)
2080897		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		474		(1,070,742)
2080899		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,068,128)
2090199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		871		(1,067,257)
2100199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		6,972		(1,060,285)
2100299		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		5,229		(1,055,056)
2100399		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		871		(1,054,185)
2100698		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses				(1,057,645)
2100699		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743	(3,460)	(1,055,902)
2100899		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,054,159)
2110197		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		255		(1,053,904)
2110199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,051,290)
2110297		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		73		(1,051,217)
2110299		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		871		(1,050,346)
2110397		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		546		(1,049,800)
2110399		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,048,057)
2110599		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,045,443)
2110897		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		892		(1,044,551)
2110899		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,041,937)
2120299		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(1,040,194)
2120599		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,307		(1,038,887)
2130197		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		182		(1,038,704)
2130199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,307		(1,037,397)
2130297		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		201		(1,037,197)
2130299		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,034,583)
2130399		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,614		(1,031,969)
2130697		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		219		(1,031,750)
2130699		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,307		(1,030,443)
2140199		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		871		(1,029,572)
2140293		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		59,464		(970,108)
2140299		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		6,536		(963,572)
2140394		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		7,657		(955,915)
2140598		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,200)	(959,115)
2140599		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(87,149)	(1,046,264)
2140696		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		3,486		(1,042,778)
2140699		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,641)	(1,046,419)
3050201		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		6,585		(1,039,834)
3050202		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		62,210		(977,624)
3050304		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		2,500		(975,124)
3070303		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		15,000		(960,124)
3080313		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		100		(960,024)
3080314		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		100		(959,924)
3080500		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		23,225		(936,699)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
3080600		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(3,750)	(940,449)
3080603		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(2,000)	(942,449)
3080711		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		5,000		(937,449)
3090102		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(3,460)	(940,909)
3100103		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(3,000)	(943,909)
3100300		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(10,000)	(953,909)
3100606		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		3,000		(950,909)
3110104		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		31,985		(918,924)
3110306		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(50,000)	(968,924)
3120115		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		3,500		(965,424)
3120200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		64,090		(901,334)
3120390		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(240)	(901,574)
3120404		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(10,000)	(911,574)
3120500		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(20,000)	(931,574)
3130200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		10,000		(921,574)
3130204		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		300		(921,274)
3130600		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(2,168)	(923,442)
3140100		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(10,000)	(933,442)
3140511		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue		1,125		(932,317)
3140590		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Revenue			(3,023)	(935,341)
4040271		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		0.41		(935,340)
4050355		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		5,362		(929,978)
4050445		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		455		(929,524)
4070355		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		2,398		(927,126)
4080350		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		585		(926,541)
4080355		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(26,590)	(953,131)
4080360		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(41,102)	(994,233)
4080450		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(13,515)	(1,007,748)
4080570		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(17,853)	(1,025,602)
4100155		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		1,636		(1,023,965)
4100165		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		3,312		(1,020,653)
4100655		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		621		(1,020,032)
4100850		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		4,475		(1,015,557)
4110150		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(6,881)	(1,022,438)
4110160		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(44,277)	(1,066,715)
4110170		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		0.48		(1,066,715)
4110275		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		0.09		(1,066,715)
4110360		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(14,000)	(1,080,715)
4110365		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		69,541		(1,011,174)
4110370		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(29,103)	(1,040,277)
4110375		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(7,500)	(1,047,777)
4110550		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(790)	(1,048,567)
4120167		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		1,973		(1,046,594)
4120175		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		17,700		(1,028,894)
4120350		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		41,732		(987,162)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 30 APRIL 2019**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	
4120466		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		20,000		(967,162)	
4120470		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(10,000)	(977,162)	
4130255		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		970		(976,192)	
4130265		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(15,000)	(991,192)	
4130550		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		21,166		(970,026)	
4130660		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(25,000)	(995,026)	
4130671		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(0.40)	(995,027)	
4140585		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(43,219)	(1,038,246)	
4140655		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		2,719		(1,035,527)	
5050150		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		27,273		(1,008,254)	
5050151		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(27,273)	(1,035,527)	
5050350		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		1,182		(1,034,345)	
5050351		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(1,182)	(1,035,527)	
5080350		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		10,000		(1,025,527)	
5080351		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(10,000)	(1,035,527)	
5080352		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		69,889		(965,639)	
5080452		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		20,711		(944,927)	
5080552		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(11,514)	(956,441)	
5100650		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(2,212)	(958,653)	
5100651		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		2,212		(956,441)	
5120350		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		10,390		(946,052)	
5120351		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(10,390)	(956,441)	
5120352		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(41,732)	(998,173)	
5140550		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		45,607		(952,566)	
5140551		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue			(45,607)	(998,173)	
4120165		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(60,000)	(1,058,173)	
4110370		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses			(62,659)	(1,120,832)	
Multiple		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,008,124		(112,708)	
Multiple		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Expenses		13,440		(99,268)	
Multiple		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		7,029		(92,239)	
Multiple		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Capital Revenue		92,240		0	
					-	2,473,713	-	2,473,713	0

KEY INFORMATION

Shire of Narrogin
Strategic Projects 2018/19

For the Period Ended 30 APRIL 2019

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

(The dates are indicative and may be adjusted as projects progress)

Line No	COA Description	Project Type	Project Title	Project Description	2018/19 Annual Budget incl Amendments	2018/19 YTD Actual incl o/s Purchase orders	Responsible Officer	2019						Comments
								January	February	March	April	May	June	
Governance														
1	OTHGOV - Capital Furniture & Equipment		Airconditioner Upgrade - DRS	New air conditioner for the DRS area	20,000.00	-	Azhar Awang							Being undertaken at the same time as Building renovations in Summer 2019/20
2	OTHGOV - Capital Administration Building		Building Renovation Administration	Toilets \$30,000, reception \$50,000, Covered Entry \$100,000	190,060.00	10,060.00	Azhar Awang							Inappropriate to undertake this project in Winter season. Will need to be progressed in Summer 2019/20. RFQ for toilet upgrade closed early May
Law, Order & Public Safety														
3	FIRE - Plant & Equipment (Capital)	Cr	Fire Truck (Highbury)	Purchase 2nd hand fire truck to be placed in Highbury	50,000.00	-	Dale Stewart							
4	ANIMAL - Building (Capital)		Animal Pound Capital	Noise control upgrade	7,781.00	-	Azhar Awang							
Education & Welfare														
12	HACC - Building (Capital)		HACC - Building (Capital)	kitchen upgrade \$35,000	35,000.00	-	Frank Ludovico							Project commencing May 2019
15	CHCP - Plant & Equipment (Capital) GEN		NGN 839 Toyota Altise		27,000.00	20,089.45	Frank Ludovico							
Community Amenities														
21	PLAN - Plant & Equipment		NGN00 EMDRS Vehicle 2019		35,755.00	36,497.91	Torre Evans							
22	PLAN - Plant & Equipment		NGN00 EMDRS Vehicle 2019(2)		35,755.00	-	Torre Evans							
23	COM AMEN - Building (Capital) - Other Community Amenities		Mackie Park Public Toilets and Office (Capital)	Refurb baby changeroom \$15,000.	15,000.00	16,485.90	Azhar Awang							
24	COM AMEN - Building (Capital) - Other Community Amenities	2017/18	Memorial Park Public Toilets Capital	Design, planning & demolition. Construction new Public Toilet	100,000.00	113,380.72	Azhar Awang							
28	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities		Townscape - Highbury	Highbury Townscape annual allocation	5,000.00	2,260.00	Azhar Awang							
29	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities		Townscape - Narrogin	Narrogin Townscape annual allocation	10,000.00	-	Azhar Awang							
Recreation & Culture														
30	HALLS - Furniture & Equipment (Capital) GEN	Comm	Town Hall Airconditioner	Humidifier and air cond of Art Collection	7,500.00	-	Azhar Awang							
31	HALLS - Furniture & Equipment (Capital) GEN		Town Hall Airconditioner	Relocate Air conditioner	7,500.00	-	Azhar Awang							
37	NRRC - Infrastructure Other (Capital)	C/FWD	NRRC Infrastructure Other (Capital)	Multiple Club trophy cabinet \$10,000	10,000.00	60.00	Azhar Awang							
38	REC - Infrastructure Other (Capital)		Foxes Lair	Repair washouts to Foxes Lair tracks \$10,000, Signage \$7,000	17,000.00	9,800.00	Azhar Awang							Repair washout - completed
40	REC - Infrastructure Other (Capital)		Skate Park Improvements	Landscaping, shades and furniture \$10,000 C/F: \$18,080 (MRWA already received) Skate park urban art project, Shade sails \$20,000, skate park bins and surrounds \$3,000, seating \$12,000	55,200.00	29,581.84	Azhar Awang							
41	REC - Infrastructure Other (Capital)	C/FWD	Heritage Trail	Heritage Plaques Production Stage 2 - 10 additional plaques \$12,000, QR code development & production \$2,000, Plaque installation \$3500.	42,185.00	42,615.00	Azhar Awang							
42	REC - Infrastructure Other (Capital)		McKenzie Park - Playground Equipment	Shade shelter, table & seating \$10,000,	10,000.00	-	Azhar Awang							
44	REC - Infrastructure Other (Capital)	2017/18	Ashworth Park - Playground Equipment	Ashworth Park Shade Structure	20,000.00	23,795.75	Torre Evans							
45	REC - Infrastructure Other (Capital)		Narrogin Walk Trails Master Plan	Narrogin Walk Trails Master plan	16,000.00	15,900.00	Azhar Awang							
46	REC - Infrastructure Other (Capital)		Mountain Bike & Pump Track Feasibility Study	Mountain bike & pump track feasibility study	9,900.00	9,900.00	Azhar Awang							
48	LIB - Building (Capital)	C/FWD	Library Landscape - Stage 1A	Library Landscape - Stage 1	100,000.00	75,692.36	Frank Ludovico/Keenan							Completion June
49	HERITAGE - Building (Capital)	CBP	Museum Building (Capital)	Install disability access at the Old Courthouse Museum \$5,000.	5,000.00	-	Azhar Awang							
50	HERITAGE - Building (Capital)		CCTV Installation Old Courthouse Museum	Install CCTV Old Courthouse Museum \$7,500.	7,500.00	-	Azhar Awang							
51	OTHCUL - Gnarojin Community Garden Carpark & Driveway Upgrade		Gnarojin Community Garden Carpark & Driveway Upgrade	Upgrade carpark with blue metal to make more durable during winter, upgrade driveway and rear access with blue metal	10,000.00	2,707.73	Azhar Awang							
52	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities		CBD Design - Colour Palette and signage	CBD Design - Colour palette and signage recommendations Part of \$20,000 Townscape annual allocation	10,000.00	8,547.00	Azhar Awang							
Transport														
53	ROADC - Infrastructure Other (Capital)		Museum Carpark	Renew with asphalt and kerbing (many cracked and lifted areas)	60,000.00	56,236.24	Torre Evans							
54	ROADC - Infrastructure Other (Capital)		Pioneer Carpark	Preliminary Carpark Earthworks (Cr request)	50,000.00	675.00	Torre Evans							Complete pending tree planting in June. Purchase order issued for trees.

Line No	COA Description	Project Type	Project Title	Project Description	2019/20 Annual Budget incl Amendments	2019/20 YTD Actual incl o/s Purchase orders	Responsible Officer	January	February	March	April	May	June	Comments
57	ROADC - Roads (Capital) - Council Funded		Whinbin Rock Road - Renewal (Rural)	Resheet	70,618.00	5,500.00	Torre Evans							
81	ROADC - Drainage (Capital)		Drainage - Butler Street	December 2017 Council meeting Resolution 1217.141	33,589.00	2,193.70	Azhar Awang							
85	PLANT - Plant & Equipment (Capital)		ON0 EMTRS Vehicle 2019		36,508.00	36,497.91	Torre Evans							
86	PLANT - Plant & Equipment (Capital)		ON0 EMTRS Vehicle 2019 (2)		36,508.00	-	Torre Evans							
87	PLANT - Plant & Equipment (Capital)		ON0 EMTRS Vehicle 2019 (3)		36,508.00	-	Torre Evans							
89	PLANT - Plant & Equipment (Capital)		N001 MO Vehicle 2019		36,870.00	36,242.55	Torre Evans							
90	PLANT - Plant & Equipment (Capital)		N001 MO Vehicle 2019(2)		36,870.00	-	Torre Evans							
Economic Services														
104	TOUR - Building (Capital)	C/FWD	Accommodation Units (NCP)		351,364.00	4,877.94	Frank Ludovico							Evaluating tenders, contract will be awarded 2018/19. Installation in 2019/20
105	TOUR - Building (Capital)	C/FWD	Caravan Park Renovations	Retiling of ablution block 1 \$60,000, Universal access toilet \$60,000	183,896.00	84,111.00	Frank Ludovico							Works are in progress
106	TOUR - Building (Capital)		Visitor Information Bay Upgrade (Williams Road)	Remove old signs, repaint, install new signs	20,000.00	8,647.66	Azhar Awang							
107	TOUR - Infrastructure Other (Capital)	C/FWD	Caravan Park Resealing, Line Marking	Resealing of Caravan Park, Line marking	20,000.00	-	Frank Ludovico							Only repairs occurring, remainder after accommodation units installed
108	TOUR - Infrastructure Other (Capital)		Local Tourism Planning Strategy	The preparation of a plan exploring options for the development of tourism in the Shire	35,000.00	29,945.45	Azhar Awang							
110	ECONOM - Infrastructure Other (Capital)		Site Inspection Report - Felspar St Depot	Detailed Site Inspection report for contamination Felspar St Depot Part 1 of Stage 2	20,000.00	16,717.38	Azhar Awang							Report sent, waiting for response
111	ECONOM - Infrastructure Other (Capital)		Economic Development Strategy	The preparation of a plan exploring options for Economic development in the Shire	30,000.00	-	Dale Stewart							
Other Property & Services														
114	ADMIN - Plant and Equipment (Capital)		1NGN CEO Vehicle 2019(2)		49,440.00	-	Torre Evans							
116	ADMIN - Plant and Equipment (Capital)		0NGN EMCCS Vehicle 2019		34,651.00	-	Torre Evans							
119	ADMIN - Plant and Equipment (Capital)		Great Southern Regional Business Association	Donation of \$18,551.61	18,551.00	-	Dale Stewart							
					2,019,509.00	698,898.49								
COMPLETED PROJECTS														
5	ANIMAL - Plant & Equipment (Capital)	C/FWD	NO05 Ranger Vehicle 2018		36,790.00	36,789.68	Azhar Awang							
6	SAN - Infrastructure Other (Capital) GEN		CCTV Installation Refuse Site		8,363.64	8,363.64	Azhar Awang							
7	HEALTH - Plant & Equipment (Capital)		EHO Vehicle 2018	New Senior EHO Vehicle	18,602.18	18,602.18	Azhar Awang							
8	HACC - Furniture & Equipment (Capital)		Replace Pelments and Drapes, Jessie House	Replace pelments and drapes at Jessie House	4,415.00	4,013.64	Frank Ludovico							
9	HACC - Building (Capital)		HACC - Building (Capital)	Supply & install bathroom vinyl floor covering \$2,500, Floor covering activity area \$23,000, Repainting of Jessie House \$12,000	52,187.00	52,991.01	Frank Ludovico							
9	HACC - Plant & Equipment (Capital)		Lawn Mower 2018	Lawn Mower	1,590.00	1,590.00	Frank Ludovico							
10	HACC - Plant & Equipment (Capital)		Brush Cutter 2018	Brush Cutter	1,000.00	898.17	Frank Ludovico							
11	HACC - Building (Capital)		HACC - Building (Capital)	Install Electric sliding doors at Jessie House \$13,000.	13,000.00	12,300.10	Frank Ludovico							
13	HACC - Plant & Equipment (Capital) GEN	C/FWD	HACC - Plant & Equipment (Capital) GEN	Replacement HiAce Bus	58,000.00	57,930.91	Frank Ludovico							
14	CHCP - Furniture & Equipment (Capital)	C/FWD	Mobile Works Solution (HACC)	Alchemy Technology Interface and IT purchase of Mobile Works solution	33,515.17	28,940.12	Frank Ludovico							
16	AGEDOTHER - Plant & Equipment (Capital)		NGN219 CATS Vehicle 2019		26,500.00	25,452.27	Frank Ludovico							
17	SAN - Infrastructure Other (Capital)		Refuse Site Transfer Station	Installation of Safety railing at transfer station (OHS Audit Report)	7,962.05	7,962.05	Azhar Awang							
18	SAN - Infrastructure Other (Capital)	C/FWD	Installation on Bin Surrounds	Installation of Bin Surrounds - Townscape	20,325.77	21,203.24	Azhar Awang							
19	PLAN - Municipal Heritage Inventory		Municipal Heritage Inventory	Municipal Heritage Inventory	-	-	Azhar Awang							
20	PLAN - Plant & Equipment		NGN00 EMDRS Vehicle 2018(2)	0	35,134.27	35,134.27	Torre Evans							
25	COM AMEN - Building (Capital) - Other Community Amenities		Highbury Public Toilets (Capital)	Retaining wall and infill around new leach drains installed	5,525.00	5,525.00	Azhar Awang							
26	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities	C/FWD	Cemetery Upgrade	C/F: Design, survey, stormwater & road design for extension of the cemetery \$57,440.	57,440.00	23,021.01	Azhar Awang							
27	COM AMEN - Infrastructure Other (Capital) - Other Community Amenities	C/FWD	Gnarojin Park Master Plan	Completion of Plan	23,247.73	23,247.73	Azhar Awang							
32	HALLS - Building (Capital)	C/FWD	Town Hall (Federal St) Building Capital	Repitching of Mayors parlour roof.	129,100.00	125,836.85	Azhar Awang							
33	HALLS - Building (Capital)	CBP	Railway Institute Hall & Office Building Capital	As per Corporate Business Plan replace 72m timber roof fascia \$3,096	3,096.00	3,600.00	Azhar Awang							
34	HALLS - Building (Capital)	CBP	Highbury Hall Building Capital	Rewire Highbury Hall \$10,000	5,937.00	5,937.00	Azhar Awang							
35	NRRC - Building (Capital)		NRRC Building (Capital)	Exhaust system upgrade \$40,000, Re-tile dry side changerooms \$20,000, Boiler repairs \$30,000	229,950.00	148,631.20	Azhar Awang							

Line No	COA Description	Project Type	Project Title	Project Description	2019/20 Annual Budget incl Amendments	YTD Actual incl o/s Purchase orders	Responsible Officer	January	February	March	April	May	June	Comments
36	NRRC - Building (Capital)	CBP	NRRC Building Capital 2018-19	Replace 624.9m2 metal roofing \$44,368, replace 375.3m2 gyprock lined ceiling \$19,891.	153,668.00	166,620.46	Azhar Awang							
43	REC - Infrastructure Other (Capital)	2017/18	Pine Park - Playground Equipment	Basketball half court \$12,000 Councillor request	12,000.00	8,658.00	Torre Evans							
47	LIB - Furniture and Equipment	C/FWD	Library Software Upgrade	Completion of software installation	13,000.00	14,518.00	Frank Ludovico							
55	ROADC - Roads (Capital) - Council Funded		Earl Street - Renewal (Local)	Stabilising and seal	109,813.00	49,824.49	Torre Evans							Pending financial input from Keedac
56	ROADC - Roads (Capital) - Council Funded		Egerton Street - Upgrade (Local)	Reconstruction	171,494.00	119,481.66	Torre Evans							
58	ROADC - Roads (Capital) - Council Funded		Wagin-Wickepin Road - Renewal (Local)	Reconstruct Stabilise and seal	99,625.00	69,186.48	Torre Evans							
59	ROADC - Roads (Capital) - Council Funded		Wangelling Gully Road - Renewal (Rural)	Resheet	90,792.00	57,034.13	Torre Evans							
60	ROADC - Roads (Capital) - Council Funded		Quarry Road - Renewal (Rural)	Resheet	85,627.00	22,226.65	Torre Evans							
61	ROADC - Roads (Capital) - Roads to Recovery		Gordon Street - Renewal (Local) (R2R)	Reseal	9,300.00	7,834.39	Torre Evans							
62	ROADC - Roads (Capital) - Roads to Recovery		Earl Street North - Renewal (Local) (R2R)	Reseal	25,800.00	26,918.00	Torre Evans							
63	ROADC - Roads (Capital) - Roads to Recovery		Floreat Street - Renewal (Local) (R2R)	Reseal	14,640.00	16,085.07	Torre Evans							
64	ROADC - Roads (Capital) - Roads to Recovery		Hough Street - Renewal (Local) (R2R)	Reseal	16,815.00	18,100.79	Torre Evans							
65	ROADC - Roads (Capital) - Roads to Recovery		Park Street - Renewal (Local) (R2R)	Reseal	11,655.00	8,050.36	Torre Evans							
66	ROADC - Roads (Capital) - Roads to Recovery		Northwood Street - Renewal (Local) (R2R)	Reseal	12,240.00	12,814.22	Torre Evans							
67	ROADC - Roads (Capital) - Roads to Recovery		Palmer Street - Renewal (Local) (R2R)	Reseal	7,875.00	6,260.00	Torre Evans							
68	ROADC - Roads (Capital) - Roads to Recovery		Watt Street - Renewal (Local) (R2R)	Reseal	6,900.00	6,610.56	Torre Evans							
69	ROADC - Roads (Capital) - Roads to Recovery		Short Street - Renewal (Local) (R2R)	Reseal	2,850.00	2,676.15	Torre Evans							
70	ROADC - Roads (Capital) - Roads to Recovery		Horace Street - Renewal (Local) (R2R)	Reseal	8,910.00	7,878.21	Torre Evans							
71	ROADC - Roads (Capital) - Roads to Recovery		Harper Street - Renewal (Local) (R2R)	Reseal	10,260.00	10,701.47	Torre Evans							
72	ROADC - Roads (Capital) - Roads to Recovery		Falcon Street - Renewal (Local) (R2R)	Reseal	12,000.00	12,435.49	Torre Evans							
73	ROADC - Roads (Capital) - Roads to Recovery		Argus Street - Renewal (Local) (R2R)	Reseal	4,050.00	6,260.00	Torre Evans							
74	ROADC - Roads (Capital) - Roads to Recovery		Quigley Street Short Street - Renewal (Local) (R2R)	Reseal	8,880.00	7,163.05	Torre Evans							
75	ROADC - Roads (Capital) - Roads to Recovery		Narrakine Road South - Renewal (Rural) (R2R)	Reconstruction and Seal	123,027.00	125,418.10	Torre Evans							
76	ROADC - Roads (Capital) - Regional Road Group		Herald Street - Upgrade (Local) (RRG)	Reconstruction	620,400.00	633,983.76	Torre Evans							
77	ROADC - Roads (Capital) - Regional Road Group		Congelin - Narrogin Road - Renewal (Local) (RRG)	Stabilise and Seal	167,100.00	153,505.14	Torre Evans							
78	ROADC - Footpaths (Capital)		Mackie Park - Footpath Construction	Replace broken, cracked concrete footpath with new	4,200.00	4,200.00	Torre Evans							
79	ROADC - Footpaths (Capital)		Earl St Footpath Construction	To improve safety of footpath in front of ABC Kindergarten	5,300.00	5,300.00	Torre Evans							
80	ROADC - Footpaths (Capital)	2017/18	Doney Street Footpath Construction	Part of 5 year footpath program Full length	22,800.00	22,800.00	Torre Evans							
82	AERO - Infrastructure Other (Capital) - Aerodromes	CBP	Aerodrome Infrastructure Other (Capital)	Sealed apron off runway next to water tank for refilling water bombers \$10,000.	10,000.00	10,046.94	Torre Evans							
83	AERO - Infrastructure Other (Capital) - Aerodromes	CBP	Aerodrome Infrastructure Other (Capital)	As per Corporate Business Plan Airport Master Plan \$20,000 (Total of \$30,000 to be spent)	-	-	Torre Evans							
84	PLANT - Plant & Equipment (Capital)		ON0 EMTRS Vehicle 2018 (3)		36,388.81	36,388.81	Torre Evans							
88	PLANT - Plant & Equipment (Capital)		N001 MO Vehicle 2018(2)		36,242.56	36,242.56	Torre Evans							
91	PLANT - Plant & Equipment (Capital)		Works Supervisor Vehicle 2018		35,415.91	35,415.91	Torre Evans							
92	PLANT - Plant & Equipment (Capital)		1N0 CF Vehicle 2018		36,497.73	36,497.73	Torre Evans							
93	PLANT - Plant & Equipment (Capital)		NGN802 Gardener Vehicle 2018		23,677.28	23,677.28	Torre Evans							
94	PLANT - Plant & Equipment (Capital)		NO1 2018 UD 6 Wheeler Nissan Diesel Tip Truck		226,000.00	218,461.59	Torre Evans							Ordered. Delivery mid April
95	PLANT - Proceeds from Disposal of Asset		Proceeds on Disposal - NO2776 2013 eCombi Broons Roller		-	-	Torre Evans							
96	PLANT - Plant & Equipment (Capital)		NO592 PG LH Vehicle PG 2018		27,368.18	27,368.18	Torre Evans							
97	PLANT - Plant & Equipment (Capital)		NGN677 Toro Mower 2018 (WORKS) (PE041)		33,000.00	33,000.00	Torre Evans							
98	PLANT - Plant & Equipment (Capital)		NO2731 Four Axle Side Tipping Trailer - Additions	Refurbishment	25,000.00	18,060.00	Torre Evans							
99	PLANT - Plant & Equipment (Capital)		NO2706 Four Axle Side Tipping Trailer - Additions	Refurbishment	25,000.00	19,392.71	Torre Evans							Delivery mid April
100	PLANT - Plant & Equipment (Capital)		Workshop Tool Purchase (Mechanic)		14,205.64	14,205.64	Torre Evans							
102	PLANT - Plant & Equipment (Capital)		NGN6121 1982 Twin Drum Turf Roller (WORKS)		34,850.00	34,850.00	Torre Evans							
103	TOUR - Plant & Equipment (Capital)	C/FWD	CCTV Installation NCP		9,030.00	8,500.00	Frank Ludovico							
109	COM AMEN - Building (Capital) Other Community Amenities	CBP	Sale Yard (Showmen's) Toilets Building Capital	As per Corporate Business Plan replace 37m2 metal roofing \$2,627	2,627.00	3,725.75	Azhar Awang							
112	ADMIN - Plant and Equipment (Capital)		1NGN CEO Vehicle 2018(2)		51,592.73	51,592.73	Torre Evans							
113	ADMIN - Plant and Equipment (Capital)		1NGN CEO Vehicle 2019		48,438.27	48,438.27	Torre Evans							
115	ADMIN - Plant and Equipment (Capital)		ONGN EMCCS Vehicle 2018(2)		34,675.64	34,675.64	Torre Evans							
117	ADMIN - Plant and Equipment (Capital)		002 NGN MF Vehicle 2018		21,803.57	21,803.57	Torre Evans							
118	COMMUNITY - Plant & Equipment (Capital)		NGN 0 MLC Vehicle 2018		22,281.30	22,281.30	Torre Evans							
					3,336,796.43	2,985,139.31								

10.3.3 DETERMINATION OF REQUEST FOR TENDER 1819-05 SUPPLY AND INSTALLATION OF ONSITE ACCOMMODATION AT NARROGIN CARAVAN PARK

File Reference	1.2.1 Number: 18/19 -05 Volume: 005
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	15 April 2019
Author	Frank Ludovico – Executive Manager Corporate and Community Service
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	<ol style="list-style-type: none"> Confidential RFT 1819 – 05 Evaluation Spreadsheet (provided under separate cover). Modular WA Specifications & Design.

Summary

The purpose of this agenda item is to determine the Request for Tender 1819-05 Supply and Installation of Onsite Accommodation, at the Narrogin Caravan Park.

Modular WA is recommended because it achieved the highest score in the evaluation process.

Background

The 2018/19 Budget made \$351,000 available for Supply and Installation of Onsite Accommodation at the Narrogin Caravan Park.

The request for tender for this project was advertised in the West Australian on 12 March 2019 and Narrogin Observer on 14 March 2019 and also on Council's website. Thirteen enquires were received.

A non-compulsory site inspection occurred on 28 March 2018 with 4 prospective applicants.

Tenders closed at 12:00 noon on Monday 8 April 2019. Five tenders were received.

The tenders were evaluated by a panel consisting of:

- Frank Ludovico – Executive Manager Corporate and Community Services
- Josiah Farrell – Trainee Building Surveyor; and
- Keenan Wenning – Technical Officer Rural and Technical Services.

On 29 May 2019 Elaine Searle and Rick Searle (Caravan Park Managers), Josiah Farrell and Frank Ludovico inspected the premises of the top-two-ranked applicants.

The confidential Evaluation Spreadsheet is provided under separate cover.

Comment

Modular WA is the recommended tenderer because their submission achieved the highest score in the evaluation process.

The tender called for at least one unit to be access and mobility compliant (see Design 2 in Attachment 2). Given the price differential between types of units (approx. \$6,000 each) purchasing three (3) access and mobility compliant units is recommended on the basis of increased flexibility in bookings.

The offer from Modular WA lists Colorbond outdoor cladding. This is considered a better option than the use of “Duraplank” (fibrous cement), as it retains a good appearance and is low maintenance. The extra cost is approximately \$2,005 per unit.

It is pleasing to note Modular WA will be using local suppliers in this project. This has been considered in the evaluation process.

The administration are currently in the process of submitting a Development Application for assessment by the Shire’s Planning Staff.

Consultation

Consultation on the development and evaluation of the Request for Tender was conducted with:

- Chief Executive Officer
- Trainee Building Surveyor
- Planning Officer
- Narrogin Caravan Park Managers
- Governance Consultant.

Statutory Environment

The following legislation is applicable to this procurement:

- Local Government Act 1995 S3.57 – Tenders for providing goods or services
- Local Government (Functions and General) Regulations 1996 Part 4 – Provisions of Goods and Services, Division 2 – Tenders for Providing Goods and Services (s.3.57).

Policy Implications

The following Council Policies are applicable to this procurement:

- 3.1 Purchasing Framework;
- 3.2 Purchasing – Regional Price

Financial Implications

The 2018/19 Budget made \$351,000 available for supply and installation of onsite accommodation at Narrogin Caravan Park.

The budget to undertake this project is detailed below:

Activity	Budget Amount \$
Fit out (Furniture, Fridges etc)	13,000
Installation of new Electrical sub main	65,000
Extension of water main	10,000
Landscaping	10,000
Car parking	10,000
Tree Removal	5,000
Bush Fire Management Plan	7,500
Sub Total	120,500
Accommodation Units	273,500
Grand Total	394,000

Even though the tender is awarded at this Council meeting it is unlikely that there will be a major cash requirement until the next financial year. Council has a number of options to fund this project.

This notwithstanding, officers intend to draw down the approved \$350,000 loan for the project upon Council accepting the tender. There will be a significant amount of these funds unspent at 30 June 2019, which will carry over as unspent loan funds.

It is the Administration's preference to not borrow additional funds for the shortfall and use \$44,000 of municipal funds to undertake the project, in the coming Budget.

The provision of accommodation units will increase both the operation costs and income potential at the Caravan Park. It is anticipated the extra costs associated with cleaning and maintaining the units will be about \$10,000 per annum (approximately 50% each for labour and materials), depending on utilisation, with this being offset by additional revenues.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.2 Increased Tourism
Strategy:	1.2.1 Promote, develop tourism and maintain local attractions

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to Tender 1819-05 Supply and Installation of Onsite Accommodation at Narrogin Caravan Park, Council:

1. Award the contract to Modular WA for three (3) access and mobility compliant units with the external cladding in "Durplank" and other specifications as per their tender for \$273,309.
2. Authorise the Chief Executive Officer to execute and manage the contract, including any variations, providing these variations do not exceed the allocated budget provision or reduce the scope of works.
3. Include provision in the 2019/20 Budget for the balance of the project as follows:
 - a) Municipal Funds of \$44,000.



Design 1

GENERAL NOTES:

1. DO NOT SCALE FROM THIS DRAWING. ALL CONTRACTORS TO CHECK DIMENSIONS AND NOTES PRIOR TO COMMENCEMENT OF ANY WORKS AND ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.

2. DIMENSIONS SHOWN ON THIS PLAN ARE TO STEEL FRAME AND DOES NOT INCLUDE EXTERNAL CLADDING OR INTERNAL LINING WIDTH.

CLIENT NOTE:

THIS PLAN IS TO BE READ IN CONJUNCTION WITH MODULAR WA ADDENDA AND ENGINEERED CERTIFIED DRAWINGS.

CARPENTERS NOTE:

SILICONE BEAD REQUIRED AT BASE OF WALL FRAMES TO ALL TILED WET AREAS

INTERNAL OPENINGS:

DHO: FLUSHED DOOR HEIGHT OPENING 2040mm A.F.L
FHO: FULL HEIGHT OPENING

WINDOWS

WINDOW HEAD HEIGHT TO BE 2143mm A.F.L UNLESS NOTED OTHERWISE

ABBREVIATION LEGEND

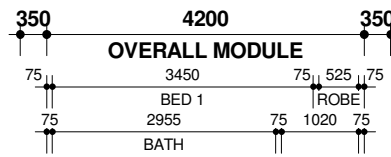
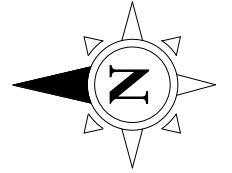
- HP HOT PLATE
- RH RANGEHOOD
- UBO UNDERBENCH OVEN
- OHC OVERHEAD CUPBOARD
- DR DRAWER
- FR/FZ REC FRIDGE / FREEZER RECESS
- DW REC DISHWASHER RECESS
- TR TROUGH
- WM REC WASHING MACHINE RECESS
- TRH TOILET ROLL HOLDER
- DTR DOUBLE TOWEL RAIL
- TRG TOWEL RING
- SR SHOWER RAIL / ROSE
- CAP CEILING ACCESS PANEL
- BRM BROOM
- V VANITY
- B BASIN
- OBS OBSCURE
- TF TIMBER FRAME
- D DOOR
- SD SLIDING DOOR
- W WINDOW
- COL COLUMN
- RWP RAIN WATER PIPE
- FHP FULL HEIGHT POST
- HHP HALF HEIGHT POST
- (P) PRIVACY LATCH



BUSHFIRE ATTACK LEVEL (BAL): 19

WIND CLASSIFICATION: REGION A

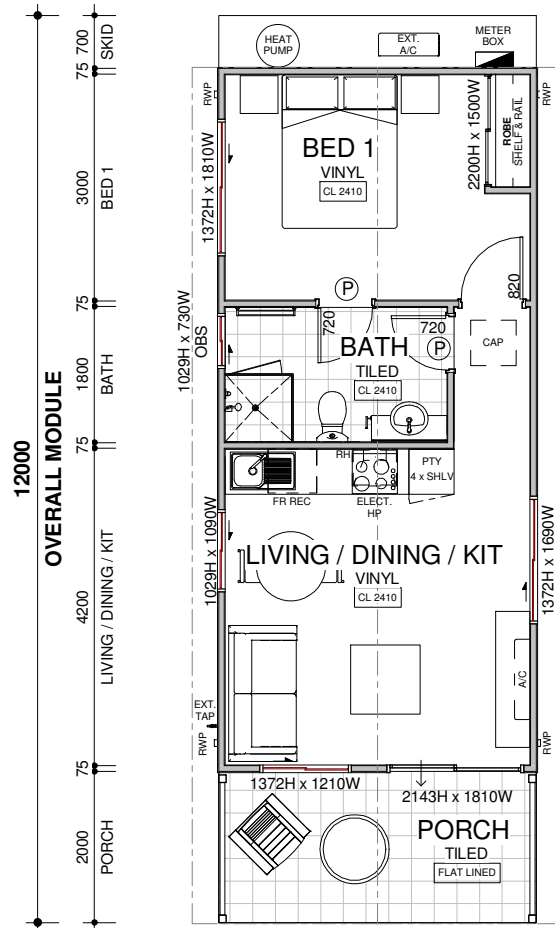
SOIL CLASSIFICATION: "TBA"



A103

E3

E4 A103



A103 E2

E1

A103

BUILDING AREA	
BUILDING	39.06m ²
PORCH	8.40m ²
SKID	2.94m ²
TOTAL	50.40m²

ROOF AREA	
ROOF (YARD BUILT)	59.09m ²
TOTAL	59.09m²

1 FLOOR PLAN
A102 1 : 100

CLIENT:	SHIRE OF NARROGIN
ADDRESS:	NARROGIN CARAVAN PARK WILLIAMS ST. NARROGIN WA 6312
HOUSE TYPE:	DESIGN 1 Shire of Narrogin

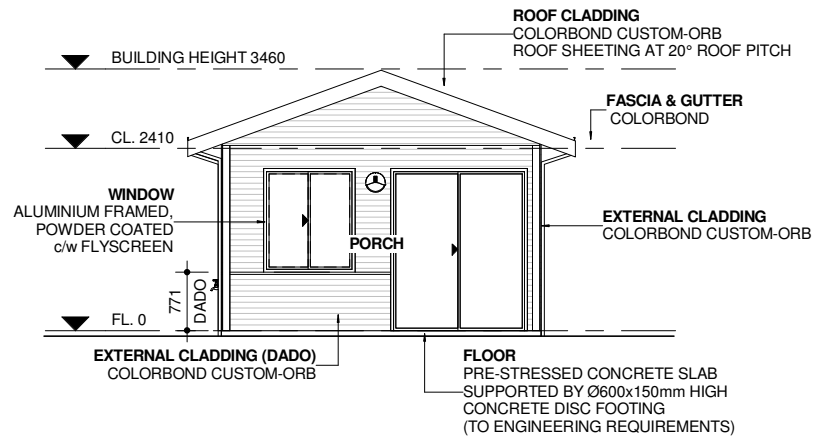
Rev	Description	Date
A	Prepare tender drawings	22.03.2019

JOB No.	19025
DATE:	3/04/2019 11:14:51 AM
DRAWN:	BT
CHECKED:	WI
REV:	A
SCALE:	As indicated

modularwa

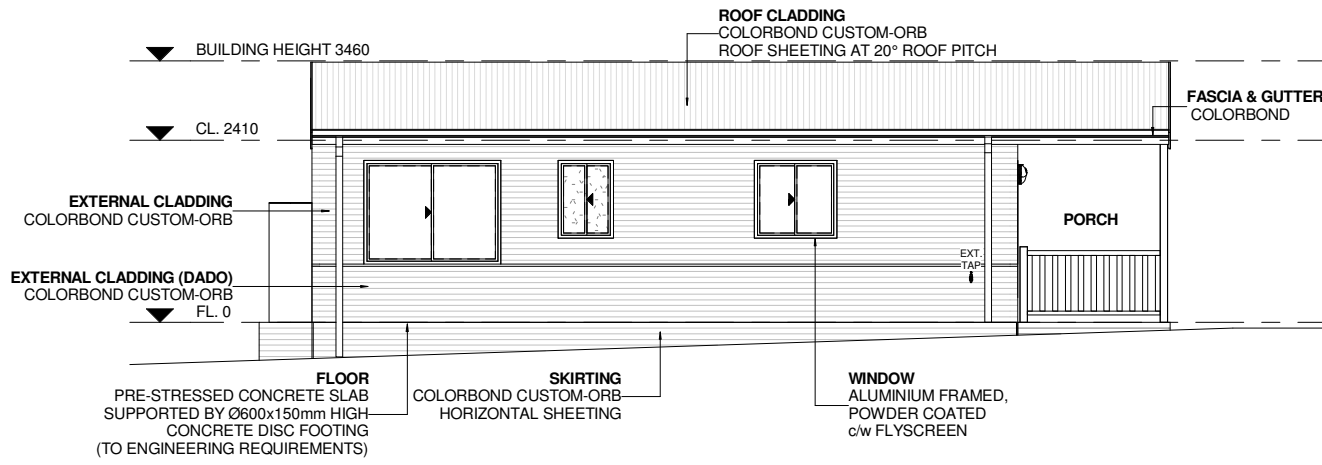
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e: sales@modularwa.com.au
Builders reg # 101630

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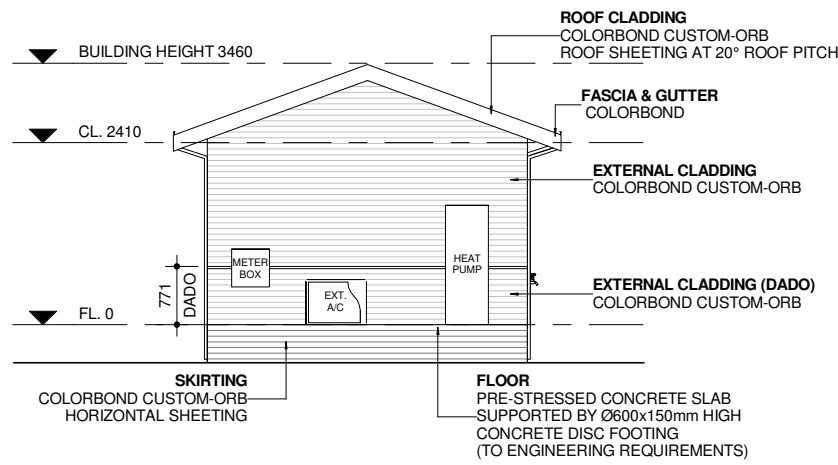
E1 E1 ELEVATION

A103 1 : 100



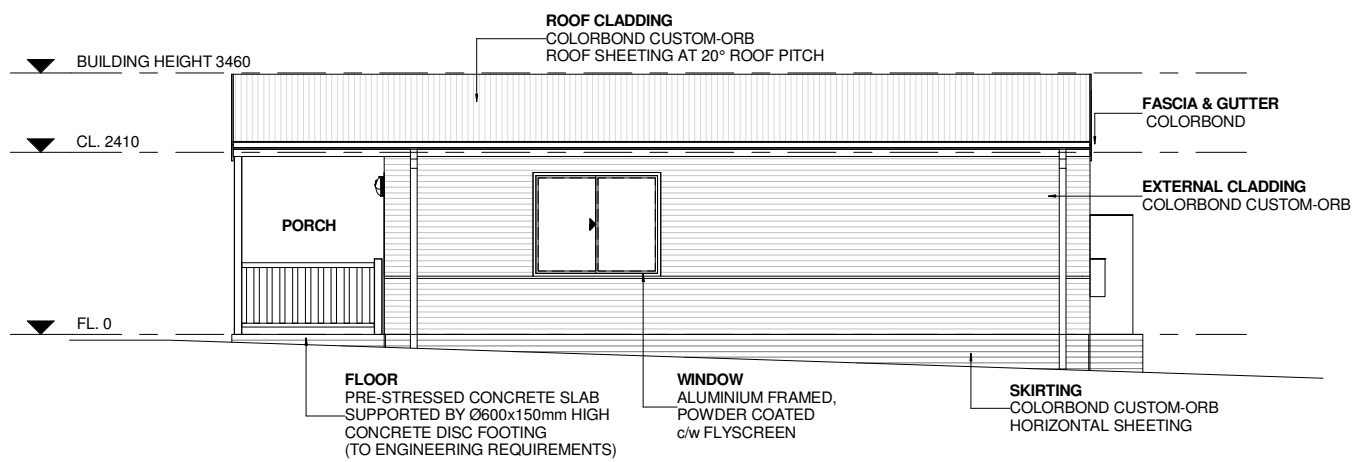
E2 E2 ELEVATION

A103 1 : 100



E3 E3 ELEVATION

A103 1 : 100




E4 E4 ELEVATION

A103 1 : 100

CLIENT:	SHIRE OF NARROGIN
ADDRESS:	NARROGIN CARAVAN PARK WILLIAMS ST. NARROGIN WA 6312
HOUSE TYPE:	DESIGN 1 Shire of Narrogin

Rev	Description	Date
A	Prepare tender drawings	22.03.2019

JOB No.	19025
DATE:	3/04/2019 11:14:51 AM
DRAWN:	BT
CHECKED:	WI
REV:	A
SCALE:	1 : 100
	SHEET
	A103



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ELECTRICAL LEGEND

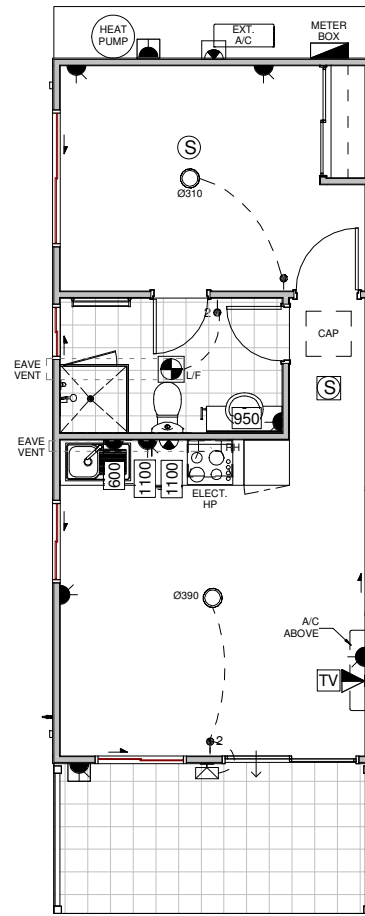
	CEILING LIGHT - L.E.D OYSTER FITTING
	DOWNLIGHT
	EXTERNAL WALL LIGHT
	EXTERNAL WALL LIGHT - UP/DOWN
	2x36W L.E.D. SURFACE MOUNTED BATTEN
	MOTION SENSOR
	SINGLE GPO
	DOUBLE GPO
	QUAD GPO
	SINGLE WEATHERPROOF GPO
	DOUBLE WEATHERPROOF GPO
	ISOLATION SWITCH
	AIR CONDITIONER UNIT ISOLATOR
	PHONE & DATA OUTLET
	TV POINT
	LIGHT SWITCH
	HARDWIRED SMOKE DETECTOR c/w BATTERY BACKUP
	HARDWIRED SMOKE DETECTOR c/w BATTERY BACKUP, EMERGENCY LIGHT
	EXHAUST FAN FLUMED
	LIGHT / FAN
	CEILING FAN
	METER BOX

ELECTRICAL NOTES:

1. ALL ELECTRICAL HEIGHTS ARE MEASURED FROM FINISHED FLOOR LEVEL
2. ALL LIGHT SWITCHES TO BE 1200HT ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
3. INTERNAL GENERAL POWER OUTLETS, PHONE & DATA POINTS TO BE 300HT ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
4. EXTERNAL GENERAL POWER OUTLETS AND EXTERNAL ISO SWITCH TO BE 1200HT ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
5. EXTERNAL LIGHT FITTINGS TO BE 1900 HT ABOVE FINISHED FLOOR LEVEL - MEASURED TO UNDERSIDE OF FITTING
6. POWER TO DISHWASHER RECESS, ELECTRIC OVEN, RANGEHOOD, HOT PLATE, HOT WATER SYSTEM.

AIR CONDITIONING NOTE:

1. ALL EXTERNAL A/C BOOTS TO BE LOCATED MIN. 400mm ABOVE FFL.
2. FIRE BLANKET TO BE INSTALLED AROUND PIPES PRIOR TO INSTALLING ALL EXTERNAL A/C BOOTS.



1 ELECTRICAL PLAN
A104 1 : 100

CLIENT:	SHIRE OF NARROGIN
ADDRESS:	NARROGIN CARAVAN PARK WILLIAMS ST. NARROGIN WA 6312
HOUSE TYPE:	DESIGN 1 Shire of Narrogin

Rev	Description	Date
A	Prepare tender drawings	22.03.2019

JOB No.	19025
DATE:	3/04/2019 11:14:53 AM
DRAWN:	BT
CHECKED:	WI
REV:	A
SCALE:	1 : 100
SHEET	A104

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Design 2
(Disabled Access)

GENERAL NOTES:

1. DO NOT SCALE FROM THIS DRAWING. ALL CONTRACTORS TO CHECK DIMENSIONS AND NOTES PRIOR TO COMMENCEMENT OF ANY WORKS AND ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.

2. DIMENSIONS SHOWN ON THIS PLAN ARE TO STEEL FRAME AND DOES NOT INCLUDE EXTERNAL CLADDING OR INTERNAL LINING WIDTH.

CLIENT NOTE:

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CARPENTERS NOTE:

SILICONE BEAD REQUIRED AT BASE OF WALL FRAMES TO ALL TILED WET AREAS

INTERNAL OPENINGS:

DHO: FLUSHED DOOR HEIGHT OPENING 2040mm A.F.L.
FHO: FULL HEIGHT OPENING

WINDOWS

WINDOW HEAD HEIGHT TO BE 2143mm A.F.L UNLESS NOTED OTHERWISE

ABBREVIATION LEGEND

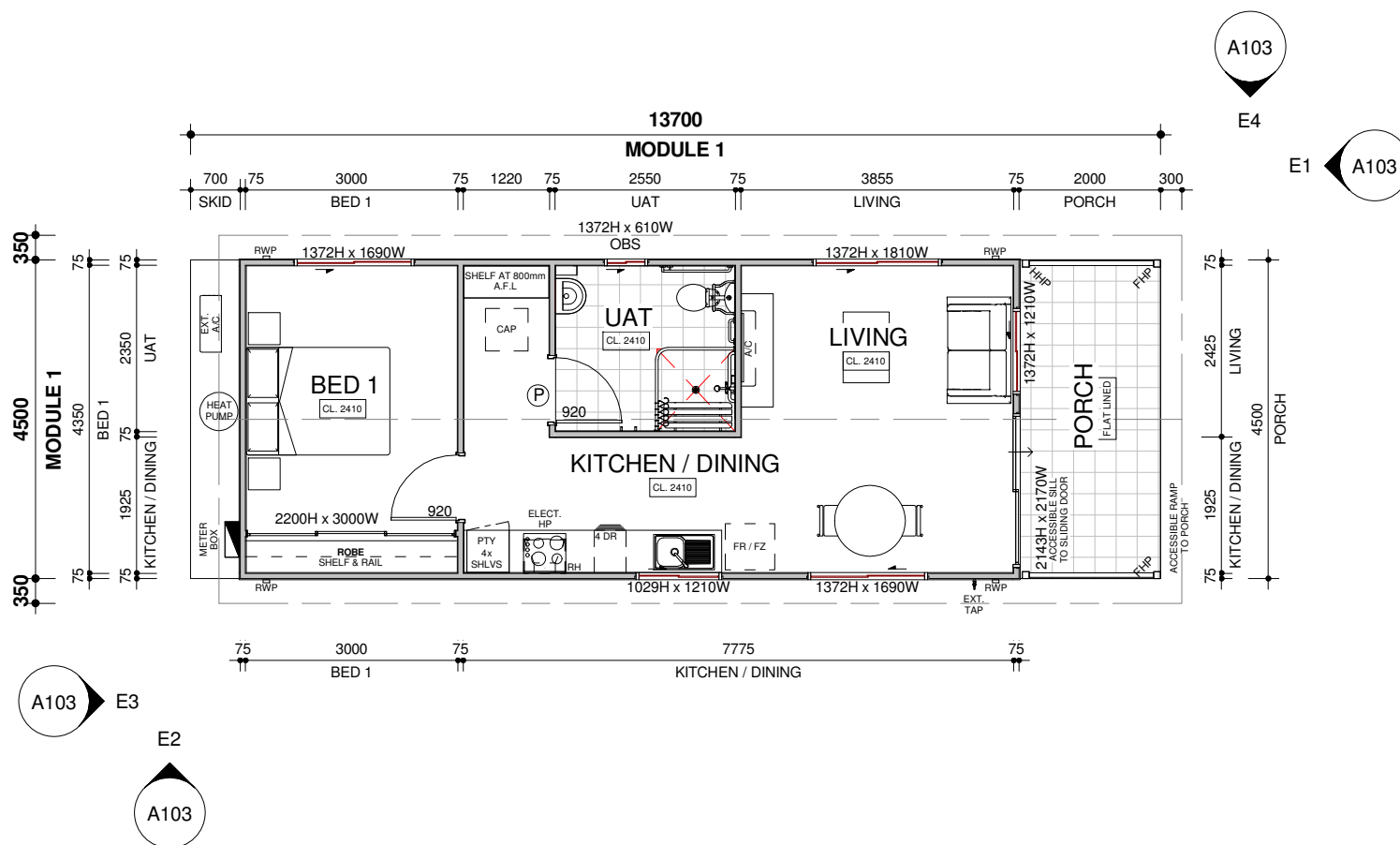
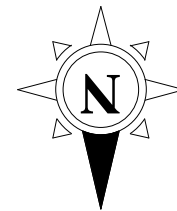
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- RH RANGEHOOD
- UBO UNDERBENCH OVEN
- OHC OVERHEAD CUPBOARD
- DR DRAWER
- FR/FZ REC FRIDGE / FREEZER RECESS
- DW REC DISHWASHER RECESS
- TR TROUGH
- WM REC WASHING MACHINE RECESS
- TRH TOILET ROLL HOLDER
- DTR DOUBLE TOWEL RAIL
- TRG TOWEL RING
- SR SHOWER RAIL / ROSE
- CAP CEILING ACCESS PANEL
- BRM BROOM
- V VANITY
- B BASIN
- OBS OBSCURE
- TF TIMBER FRAME
- D DOOR
- SD SLIDING DOOR
- W WINDOW
- FHP FULL HEIGHT POST
- HHP HALF HEIGHT POST
- RWP RAIN WATER PIPE
- (P) PRIVACY LATCH



BUSHFIRE ATTACK LEVEL (BAL): 19

WIND CLASSIFICATION: REGION A

SOIL CLASSIFICATION: "TBA"



BUILDING AREA	
BUILDING	49.50m ²
PORCH	9.00m ²
SKID	3.15m ²
TOTAL	61.65m²

ROOF AREA	
ROOF (YARD BUILT)	75.26m ²
ROOF (SITE BUILT)	N/A
TOTAL	75.26m²

1 FLOOR PLAN
A102 1 : 100

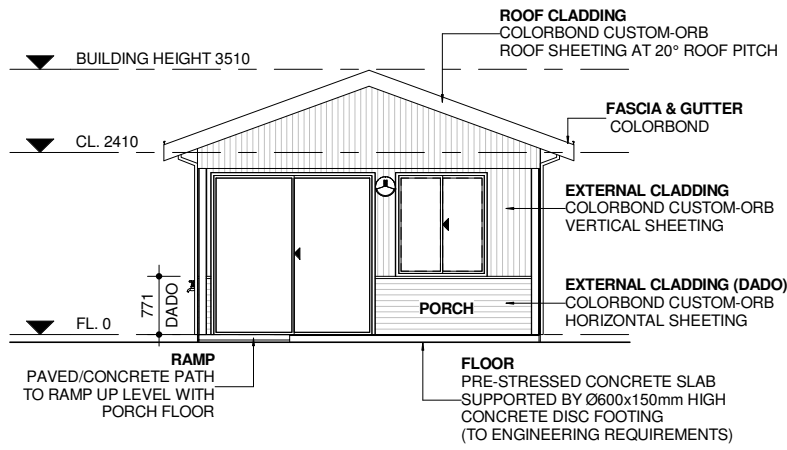
CLIENT:	SHIRE OF NARROGIN
ADDRESS:	NARROGIN CARAVAN PARK WILLIAMS ST. NARROGIN WA 6312
HOUSE TYPE:	DESIGN 2 (ACCESSIBLE) Shire of Narrogin

Rev	Description	Date
A	Prepare tender drawings	22/03/19

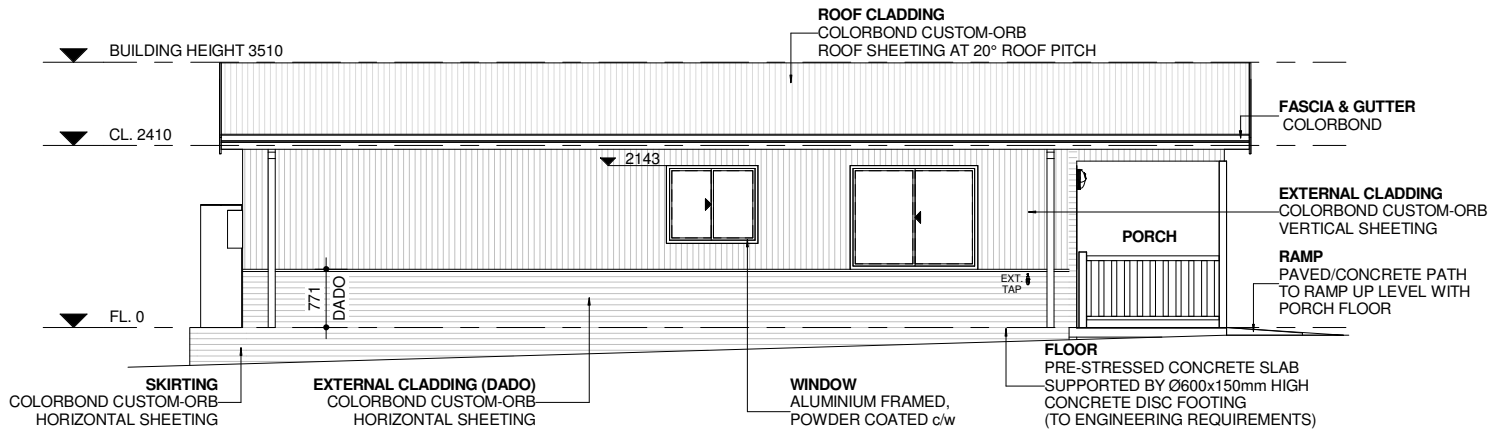
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A102	

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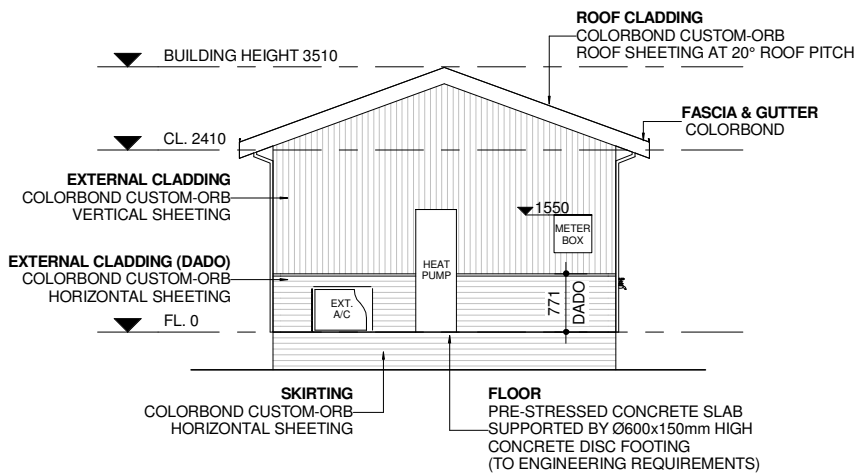
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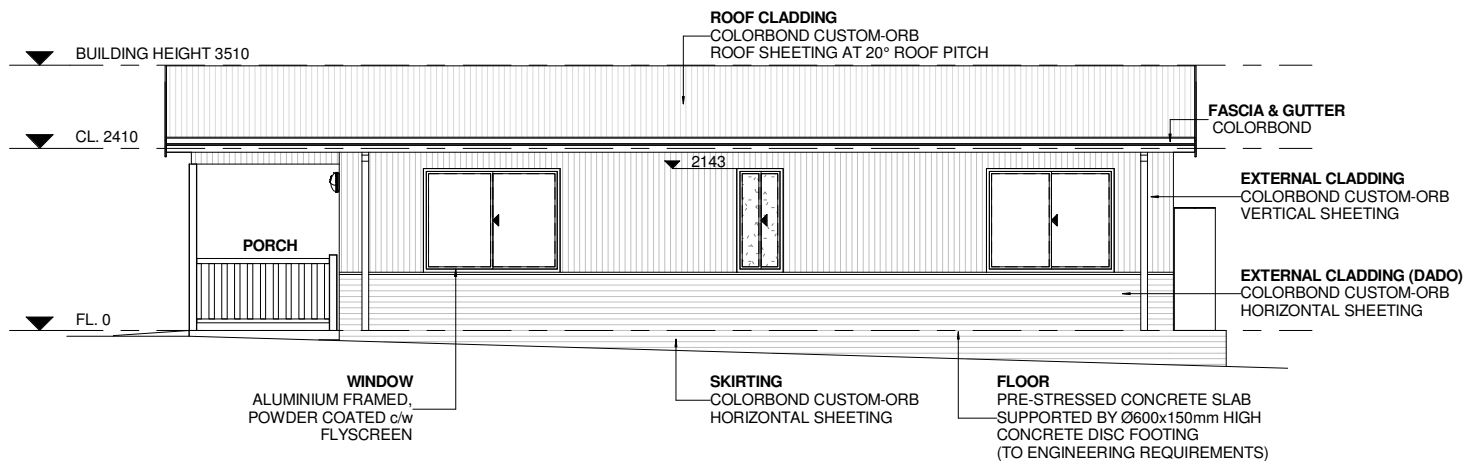
E1 E1 ELEVATION
A103 1 : 100



E2 E2 ELEVATION
A103 1 : 100



E3 E3 ELEVATION
A103 1 : 100



E4 E4 ELEVATION
A103 1 : 100

CLIENT:	SHIRE OF NARROGIN
ADDRESS:	NARROGIN CARAVAN PARK WILLIAMS ST. NARROGIN WA 6312
HOUSE TYPE:	DESIGN 2 (ACCESSIBLE) Shire of Narrogin

Rev	Description	Date
A	Prepare tender drawings	22/03/19

JOB No.	19025
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REV:	A
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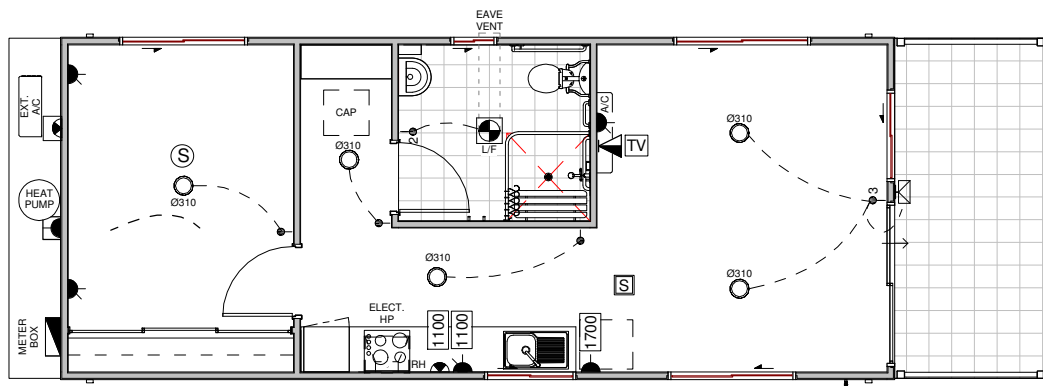
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e: sales@modularwa.com.au
Builders reg # 101630

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ELECTRICAL LEGEND

	CEILING LIGHT - L.E.D OYSTER FITTING
	DOWNLIGHT
	EXTERNAL WALL LIGHT
	EXTERNAL WALL LIGHT - UP/DOWN
	2x36W L.E.D. SURFACE MOUNTED BATTEN
	MOTION SENSOR
	SINGLE GPO
	DOUBLE GPO
	QUAD GPO
	SINGLE WEATHERPROOF GPO
	DOUBLE WEATHERPROOF GPO
	ISOLATION SWITCH
	AIR CONDITIONER UNIT ISOLATOR
	PHONE & DATA OUTLET
	TV POINT
	LIGHT SWITCH
	HARDWIRED SMOKE DETECTOR c/w BATTERY BACKUP
	HARDWIRED SMOKE DETECTOR c/w BATTERY BACKUP, EMERGENCY LIGHT
	EXHAUST FAN FLUMED
	LIGHT / FAN
	CEILING FAN
	METER BOX



ELECTRICAL NOTES:

1. ALL ELECTRICAL HEIGHTS ARE MEASURED FROM FINISHED FLOOR LEVEL
2. ALL LIGHT SWITCHES TO BE 1000HT ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
3. INTERNAL GENERAL POWER OUTLETS, PHONE & DATA POINTS TO BE 300HT ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
4. EXTERNAL GENERAL POWER OUTLETS AND EXTERNAL ISO SWITCH TO BE 1200HT ABOVE FINISHED FLOOR LEVEL UNLESS OTHERWISE NOTED
5. EXTERNAL LIGHT FITTINGS TO BE 1900 HT ABOVE FINISHED FLOOR LEVEL - MEASURED TO UNDERSIDE OF FITTING
6. POWER TO DISHWASHER RECESS, ELECTRIC OVEN, RANGEHOOD, HOT PLATE, HOT WATER SYSTEM.

AIR CONDITIONING NOTE:


1. ALL EXTERNAL A/C BOOTS TO BE LOCATED MIN. 400mm ABOVE FFL.
2. FIRE BLANKET TO BE INSTALLED AROUND PIPES PRIOR TO INSTALLING ALL EXTERNAL A/C BOOTS.

1 ELECTRICAL PLAN
A104 1 : 100

CLIENT:	SHIRE OF NARROGIN
ADDRESS:	NARROGIN CARAVAN PARK WILLIAMS ST. NARROGIN WA 6312
HOUSE TYPE:	DESIGN 2 (ACCESSIBLE) Shire of Narrogin

Rev	Description	Date
A	Prepare tender drawings	22/03/19

JOB No.	19025
DATE:	2/04/2019 10:17:26 AM
DRAWN:	BT
CHECKED:	WI
REV:	A
SCALE:	1 : 100
SHEET	A104

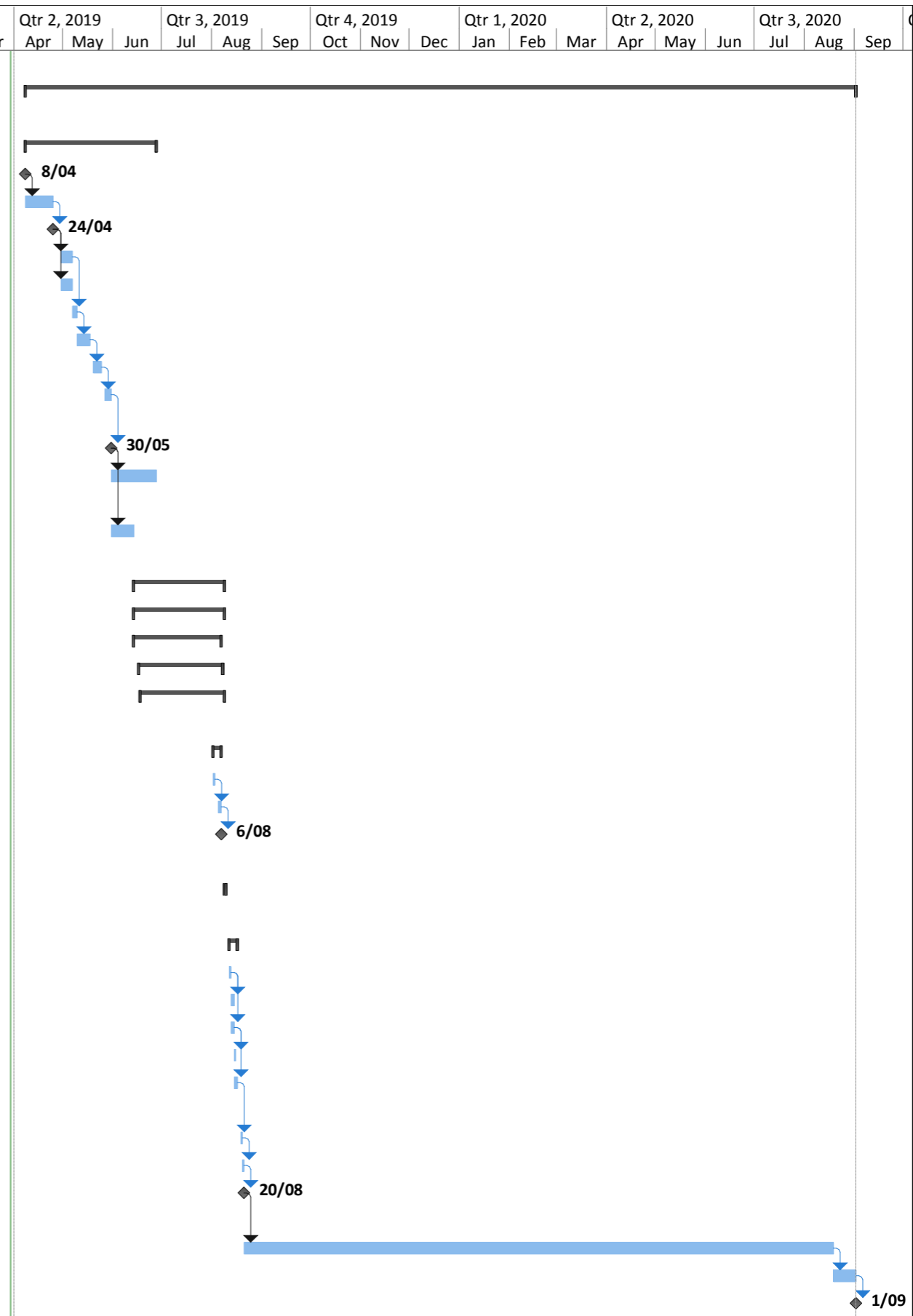


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The title "Construction Schedule" is centered in a gold font on a dark grey background. The background features a repeating pattern of interlocking 3D cubes in a lighter grey color. A thin gold horizontal line is positioned above and below the text.

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Qtr 1, 2019			Qtr 2, 2019			Qtr 3, 2019			Qtr 4, 2019			Qtr 1, 2020			Qtr 2, 2020			Qtr 3, 2020		
							Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1																											
2		Shire of Narrogin - Caravan Park Cottages	364 days	Mon 8/04/19	Tue 1/09/20																						
3																											
4		Preliminaries	56 days	Mon 8/04/19	Thu 27/06/19																						
5		Tender Submission	0 days	Mon 8/04/19	Mon 8/04/19																						
6		Tender Review by principal	11 days	Mon 8/04/19	Wed 24/04/19	5																					
7		Contract Award	0 days	Wed 24/04/19	Wed 24/04/19	6																					
8		Contract Signing	5 days	Tue 30/04/19	Mon 6/05/19	7FS+2 days																					
9		Working Drawings	5 days	Tue 30/04/19	Mon 6/05/19	7FS+2 days																					
10		Design & Prestart Meetings	3 days	Tue 7/05/19	Thu 9/05/19	8																					
11		Preparation of final plans	6 days	Fri 10/05/19	Fri 17/05/19	10																					
12		Principal to review drawings	5 days	Mon 20/05/19	Fri 24/05/19	11																					
13		Final design drawings completed and signed off by principal	4 days	Mon 27/05/19	Thu 30/05/19	12																					
14		Houses released for construction	0 days	Thu 30/05/19	Thu 30/05/19	13																					
15		Building License Applications	20 days	Fri 31/05/19	Thu 27/06/19	14																					
16																											
17		Procurement & Wall Frame Manufacture	10 days	Fri 31/05/19	Thu 13/06/19	14																					
18																											
19		Contruction	40 days	Fri 14/06/19	Thu 8/08/19																						
20		Yard Construction	40 days	Fri 14/06/19	Thu 8/08/19																						
21		Unit 1	38 days	Fri 14/06/19	Tue 6/08/19																						
43		Unit 2	38 days	Mon 17/06/19	Wed 7/08/19																						
65		Unit 3	38 days	Tue 18/06/19	Thu 8/08/19																						
87																											
88		Preliminary Siteworks	3 days	Fri 2/08/19	Tue 6/08/19																						
89		Prepare Unit Sites	1 day	Fri 2/08/19	Fri 2/08/19	94SS-5 days																					
90		Site Inspection By Builder	2 days	Mon 5/08/19	Tue 6/08/19	89																					
91		Site Ready	0 days	Tue 6/08/19	Tue 6/08/19	90																					
92																											
93		Transport	1 day	Fri 9/08/19	Fri 9/08/19																						
97																											
98		Installation	5 days	Mon 12/08/19	Fri 16/08/19																						
99		Unit placement and waterproofing	1 day	Mon 12/08/19	Mon 12/08/19	94,95,96																					
100		Electrical Connection	2 days	Tue 13/08/19	Wed 14/08/19	99																					
101		Plumbing Connections	2 days	Tue 13/08/19	Wed 14/08/19	99																					
102		Backfill & Compaction	1 day	Thu 15/08/19	Thu 15/08/19	101																					
103		Complexing & Cleaning	2 days	Thu 15/08/19	Fri 16/08/19	101																					
104																											
105		Prehandover Inspection	1 day	Mon 19/08/19	Mon 19/08/19	103																					
106		Punchlist items	1 day	Tue 20/08/19	Tue 20/08/19	105																					
107		Practical Completion of Homes	0 days	Tue 20/08/19	Tue 20/08/19	106																					
108																											
109		Defect Liability Period	260 days	Wed 21/08/19	Tue 18/08/20	107																					
110		Completion of Defects Items	10 days	Wed 19/08/20	Tue 1/09/20	109																					
111		Project Completion	0 days	Tue 1/09/20	Tue 1/09/20	110																					



Project: Shire of Narrogin - Carava Date: Sat 30/03/19	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only		Manual Progress	
	Summary		Inactive Task		Duration-only		Finish-only			

Specification

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

Shire of Narrogin

Owner Initial.....
Agenda Ordinary Council Meeting 22 May 2019

Owner Initial.....
Page | 96

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

Shire of Narrogin

Owner Initial.....
Agenda Ordinary Council Meeting 22 May 2019

Owner Initial.....
Page | 97

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

<p>13 DOORS</p> <p>Internal Doors</p> <p>DOOR STOPS</p> <p>DOOR FURNITURE Internal doors Colour to be selected: Privacy Sets</p>	<p><i>Note: Gap between door and floor shall be approximately 20mm above concrete floor.</i></p> <p>Redicote flush panel (Std)</p> <p>Door buffers to all internal doors P stops to all external swinging doors</p> <p>TBA Builders standard range TBA Builders standard range</p> <p>TBA</p>
<p>14 MOULDINGS</p> <p>Window Reveal Linings Skirting Boards Low wall cappings</p> <p>SHELVING</p>	<p>Flush plasterboard to all wet areas and internal windows (std) 20mm Scotia Not Required</p> <p>1 x Melamine shelf to disabled unit passage at 800mm A.F.L</p>
<p>15 CABINETS</p> <p>KITCHEN Laminate Benchtop Profile End panels Door facings Overhead cupboards Bank of small drawers Kickboards Soft closers Handles Type and Colour Handles Position</p> <p>BATHROOM Benchtop Profile Door facings Kickboards Soft closers Handles Type and Location Handles Position</p>	<p><i>Cabinet door and benchtop colour selections TBA from Builder's standard range.</i></p> <p>40mm thick substitute square form (8mm radius) Laminate pre-finished board to match door facing colour Laminate pre-finished board with ABS edging to all edges No allowance To kitchen as detailed on plans As per Tile Selection sheet Soft closers to all door and drawers</p> <p>TBA Builders standard range Vertical to all doors and horizontal to drawers</p> <p>40mm thick substitute square form (8mm radius) Laminate pre-finished board with ABS edging to all edges Tiled kickboards Soft closers to doors only</p> <p>TBA Builders standard range Vertical</p>

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

16 PLUMBING

FIXTURES:

KITCHEN

Vanity sink make and model
Sink Tapware
Tapholes

Clark 'Punch' single end bowl 860mm
Classico Sink Mixer (51093)
1 taphole

BATHROOM

Vanity Sink

Vanity Tapware
Tapholes
Hobless Shower
Shower Tapware
Toilet roll holder
Toilet Suite

White vitreous china Stylus 'Venecia' drop in with chrome plug washer
Classico basin mixer (50093)
1 taphole
Hobless shower recess with rail & curtain
Classico mixer shower set with moda bracket HS205 (56111)
Star toilet roll holder (86993)
Everhard closed couple 4.5/3 smart flush suite with concealed pan. 4 star wels rated.

ACCESSORIES

Towel Rails
Soap holder

Star double 750mm towel rail (86992)
Star soap dish (86995)

DISABLED ACCESS UNIT BATHROOM

Vanity sink make and model

Vanity Shelf
Vanity Tapware
Tapholes
Hobless Shower
Shower Tapware

Toilet roll holder
Toilet Suite

White vitreous china Caroma Cosmo wall mounted with chrome plug washer and bottle trap
Radi Metal Shelf round plate chrome
Alder Star Care Basin Mixer (089099)
1 taphole
Hobless shower recess with rail & curtain
Enware hand shower with built in grab rail and Classcio wall mixer (52090)
Star toilet roll holder (86993)
Caroma Cosmo Sovereign cistern with concealed pan trap, caroma push button, seat and backrest.

ACCESSORIES

Towel Rails
Soap holder
Grab Rails

Star double 750mm towel rail (86992)
Star soap dish (86995)
Stainless steel grab rails as detailed on plans.

FLOOR WASTE

Square chrome (std)

GARDEN TAPS

Location

1 x tap located externally

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

17 APPLIANCES

Hot Water Unit
Hotplate
Rangehood

Midea 170L HP170 Heat Pump
Fisher and Paykel 'Elba' CE604CX3 60cm electric hotplate (std)
Fisher and Paykel 'Elba' HC60PLX4 60cm canopy rangehood (std)

18 GLAZIER

BATHROOM

950mm high above vanity mirror type
Mirror Screen Frame Colour

Framed mirror (std)
TBA Builders standard range

20 WALL AND FLOOR TILES

WALLS:

400mm above kitchen bench (std)
1 course of skirtings to wet areas
1 course above vanities and basins
2000mm high tiling to showers

FLOORS:

To all wet areas as detailed on plans

Mitring to tiled hobs in wet areas:

Mitring to tiled hobs included by Builder if applicable

21 ELECTRICAL

Power Source

Light switches and power points to be white.
Light switches and power points heights as nominated on plan.

Meter Box

Single phase supply with RCBO trip safe earth leakage and short circuit/overload protection to every circuit.

LIGHT FITTINGS

LED oyster lights as per plan (std)
LED oyster lights as per plan (std)
LED external wall lights (std)

Haneco HANCL15W300R Multi LED oyster light
Haneco HANCL25W400R Multi LED oyster light
Robus LED cool white round bunker light LEDRHC1240-01

Colour:

TBA

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

POWER POINTS

Double GPO's as per plan
 Single GPO's as per plan
 Double weatherproof GPO (std) as per plan

As detailed on plans
 As detailed on plans
 As detailed on plans

EXHAUST FANS

Location:
 Bathroom

Ceiling exhaust fan with backdraft dampner flued externally

Television points
 Location

Tv coaxial point to Living

TV Antenna
 UHF digital aerial

Telephone Point
 No allowance

Data Points
 No allowance

Smoke Alarms as per plan
 Hardwired with battery back up

Air-Conditioning
 Unit installed at rear of building on concrete floor.

Type
 Location
 5kW Split System Air Conditioning Unit
 Living

22 PAINTER

Note: Allowance of 2 colours for external wall claddings and eaves linings. Allowance of 1 internal wall colour. Door jambs architraves and skirtings to be done in the same colour. Different percentage is allowable for no extra cost.

INTERNAL PAINT COLOURS

LIVING
 KITCHEN
 DINING
 TBA Builders standard range
 TBA Builders standard range
 TBA Builders standard range

BED 1
 BED 2
 TBA Builders standard range
 TBA Builders standard range

BATHROOM
 TBA Builders standard range

CEILING & CORNICE COLOUR
 DOORS, FRAMES, REVEALS ETC
 Flat White ceiling paint throughout

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

	Colour:	TBA Builders standard range
	SKIRTINGS	
	Colour:	TBA Builders standard range
23	WINDOW TREATMENTS	
	Type	Vertical Blinds
	Colour	TBA
	Location	Throughout excluding wet areas
24	FLOOR TREATMENTS	
	Type	EVA Plank Flooring 5mm Firmfit
	Colour	TBA Builders standard range
	Location	Bedrooms, Kitchen, Dining and Living
25	ONSITE WORKS	
	EXTERNAL STRUCTURES	
	Type	Verandah (On Slab)
	Roof Colour	TBA - from Builder's standard range.
	Gutter Colour	TBA - from Builder's standard range.
	Posts, Trusses, Rafters and Purlin colours	TBA - from Builder's standard range.
	Gable end cladding	Colorbond, colour TBA from standard range.
	Lining	6mm CFC cladding
	Floor Type	Tiled
	Balustrade	Powdercoated aluminium
	FENCING	No allowance
	GRANO AND/OR PAVING	No allowance
26	MISCELLANEOUS	
	CLEANING	
	Basic internal clean in yard prior to delivery	By Builder
	Final external and internal clean onsite	By Builder
	SKIP BIN	
	Minimum 3m ³ waste bin onsite at time of arrival of housing components	By Builder



CONTRACT ADDENDA

JOB No: RFT 1819-05

Phone Home:

Client: Shire Of Narrogin

Phone Work:

Site: Narrogin Caravan Park

Mobile:

SITE TOILET

No allowance, workers to use caravan park facilities if required.

POWER AUTHORITY ADDITIONAL CHARGES

No allowance for line lift or escort charges if required.

Signed:

Owner.....

Owner.....

Signed by Builder.....

Date.....

10.3.4 SHIRE OF NARROGIN DIFFERENTIAL RATING 2019/20

File Reference	12.4.1 and 25.5.6
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	7 May 2018
Author	Nicole Bryant – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate and Community Services
Attachments 1. Notice of Intention to Levy Differential Rates 2019/20 2. Memorandum of Understanding (MOU) for proposed merger between Shire of Narrogin and Town of Narrogin (18/3/15)	

Summary

This agenda item discusses setting of Differential Rates for the 2019/20 Financial Year. Several models have been developed to explore different scenarios, each with their own merit.

Background

During the merger negotiations between the former Town and former Shire of Narrogin, it was agreed to a phasing-in period of 10 years to achieve the same Gross Rental Valuation (GRV) rate in the dollar between the Shire and Town ratepayers. It was also agreed that the Shire's Highbury residents GRV Minimum would be set to 75% of the Town's Minimum Payments at year 10. To achieve this outcome, differential rating was introduced in the 2016/17 financial year. The parity rate increase will be in addition to any across-the-board rating increase that will be imposed on all rate payers.

Differential rating is required when a local government wishes to have two or more different rates in the dollar for the same rating category e.g. Unimproved Valuation (UV) and/or GRV. The Local Government Act 1995 sets out which characteristics must be used to determine how individual rating assessments can be grouped together.

Basically, those approved characteristics can be summarised as follows:

- Town planning zone,
- Purpose or land usage,
- Vacant land, and
- Newly amalgamated/merged local governments.

The Local Government Act 1995 does place several constraints on the setting of both a differential rate in the dollar and minimum payments as well as advertising and other reporting requirements.

To achieve the agreed 10 year rate parity, Council has adopted Policy 3.6 Rating – Merger Parity Transition. This policy describes the methodology of achieving rating equity between the two former local Governments.

Whilst the policy reflects the Memorandum of Understanding between the former Shire and former Town of Narrogin (MOU), Council should be aware that Local Government (Financial Management) Regulations 1996 Regulation 52A - Characteristics prescribed for differential general rates (Act s. 6.33) limits the use of those characteristics described in the MOU for a maximum of 5 years. After this time the Shire would have the option to use the town planning zone characteristics or purposes and land usage for the final five years.

Comment

The purpose of this report is to determine the rate in the dollar and minimum payments so they can be advertised for a minimum period of 21 days to enable the local community an opportunity to provide feedback to Council about this matter.

There is no obligation for the Council to impose the advertised rates in the dollar or minimum payments when adopting the 2019/20 Budget, however Council is required to advise ratepayers of any difference between the advertised rates in the dollar and those adopted.

Council must take into consideration any submissions received from the community before any final decision is made about imposing a differential rate.

Consultation

Consultation occurred with the Chief Executive Officer and the Executive Managers.

Statutory Environment

Local Government Act 1995 –

- Section 6.32 Rates and service charges
- Section 6.33 Differential general rate.
- Section 6.35 Minimum payment
- Section 6.36 Local government to give notice of certain rates
- Section 5.63 (1)(b) Some interests need not be disclosed

Local Government (Financial Management) Regulations 1996

- Part 3 - 23 Rates information required
- Part 5 - 52A Characteristics prescribed for differential general rates (Act s. 6.33)
- Part 5 - 56 Rate notice, content of etc. (Act s. 6.41)

Department of Local Government and Communities Rating Policies

- Differential Rates
- Minimum Payments

The proposed differential rate schedule must be advertised for a minimum of 21 days. This period allows ratepayers the ability to consider the proposed rates and make any submissions prior to Council adopting the rates in the dollar as part of the budget adoption process.

The first day it is possible to publicly advertise the proposed rates in dollar, is Saturday 25 May 2019 (followed by a more detail advertisement in the Narrogin Observer on 30 May 2019) and allowing for 21 days, the submission period would end on 17 June 2019.

As the highest rate in the dollar in each rating class is not more than twice the lowest, Ministerial approval is not required.

Policy Implications

Council Policy 3.6 Rating – Merger Parity Transition. This policy describes the methodology of achieving rating equity between the two former local Governments.

Financial Implications

The rate level set by Council will underpin its ability to provide services and facilities for the 2019/20 Financial Year (and into the future).

The annualised Consumer Price Index (CPI) for Perth March 2019 is 1.1%. The estimated Local Government Cost Index for 2019/20 is 2%.

Council Policy describes the parity annual percentage increase as described below.

Annual Parity Factor Compounding % Increase	Annual %Increase - Compounding
Unimproved Value	3.21%
Unimproved Value - Minimum	5.48%
Gross Rental Value	6.92%
Gross Rental Value - Minimum	5.48%
Minimum – Rural Townsite (75%) Lesser Minimum	2.49%

Several models have been prepared using the methodology of Council Policy 3.6 Rating – Merger Parity Transition.

It should be noted that the General Revaluation of Gross Rental Value (GRV) Properties occurred in 2018/19 and will be effective from 1 July 2019. This General Revaluation occurs every 3-4 years. Often valuations vary and sometimes significantly between each revaluation, affecting the individual rate charge. Council’s overall rate take may only increase by a small percentage, however individual ratepayers may have significant changes, both positive or negative.

It should also be noted that Unimproved Valuations (UV) are reviewed by Landgate annually. Once again (as was the case last year) individual valuations may vary affecting these ratepayers in a similar way to the General Revaluation of GRV properties described above.

For the 2019/20 year GRV valuations decreased by 2.24% overall and UV valuations increased by 2.07% overall.

In accordance with Council practice, annual valuation movements have been factored back to eliminate any increase/decrease in Shire rate revenue from such valuation changes. Rate in the dollar changes are based on the factor back figure.

Rating Parameters					
Differential Rating Category	2018/19 Actual	2018/19 Rate / \$ with new Valuations	A	B	C
			1.5%	2.0%	3.0%
GRV – Urban					
Rate in \$	10.8295	11.0819	11.2481	11.3035	11.4143
Minimum	1,083.00	1,083.00	1,099.00	1,105.00	1,115.00
GRV – Rural					
Rate in \$	6.7463	6.4960	7.0429	7.0754	7.1404
Minimum	743.00	743.00	795.00	799.00	806.00
Lesser Minimum (Highbury Townsite)	682.00	682.00	709.00	713.00	719.00
UV					
Rate in \$	0.5970	0.5857	0.6133	0.6162	0.6221
Minimum	743.00	743.00	795.00	799.00	806.00

Rates Income Models					
Differential Rating Category	2018/19 Actual	2018/19 Rate/\$ with new Valuations	Model A	Model B	Model C
			1.5%	2.0%	3.0%
GRV - Urban	3,563,473	3,563,473	3,616,806	3,634,908	3,670,139
Percent Increase on 2018/19		0.00%	1.50%	2.00%	2.99%
GRV - Rural	101,783	101,783	109,896	110,415	111,419
Percent Increase on 2018/19		0.00%	7.97%	8.48%	9.47%
UV	1,127,760	1,127,760	1,183,981	1,189,673	1,200,868
Percent Increase on 2018/19		0.00%	4.99%	5.49%	6.48%
TOTAL RATES	4,793,016	4,793,016	4,910,683	4,934,996	4,982,425

\$ Difference from
2018/19

	0	117,667	141,980	189,409
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%Change from
2018/19

	0.00%	2.45%	2.96%	3.95%
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Models B and C are preferred as they allow for satisfactory levels of asset management to occur and community service levels to be maintained. On balance, the Administration has recommended Model B for advertising.

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the Shire of Narrogin Differential Rating 2019/20, Council;

1. Advertise its intention, in accordance with section 6.36 of the Local Government Act 1995, to adopt the following rates in the dollar and minimum rates for the differential rating categories specified for the 2019/20 Financial Year, based on Model B:

Rating Class	Rate in the Dollar	General Minimum Payment \$	Lesser Minimum Payment \$
Urban Gross Rental Value	11.3035c	1,105.00	
Rural Gross Rental Value	7.0754c	799.00	713.00

2. Adopt the Objects and Reasons for the proposed Differential Rates as per Attachment 1.



NOTICE OF INTENTION OF LEVY DIFFERENTIAL RATES 2019/20
INCLUDING STATEMENT OF RATING INFORMATION

MAY 2019

Shire of Narrogin

NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES 2019/20

In accordance with section 6.36 of the Local Government Act 1995, the Shire of Narrogin hereby gives notice of its intention to impose the following differential rates and minimum payment.

Rate Code Description	Rate in the \$	Minimum Payment \$	Lesser Minimum Payment \$
GRV Urban	11.3035c	1,105.00	
GRV Rural	7.0754c	799.00	713.00

The figures shown above are estimates and may change as part of Council deliberations after consideration of any submission.

Electors and Ratepayers are invited to make written submissions on the proposed differential and minimum rates and any related matters for Council's consideration by **12:00 noon Monday 17 June 2019** via email enquiries@narrogin.wa.gov.au. Alternatively, they can be submitted to the undersigned before the due date.

Electors and ratepayers may view a document describing the objects and reasons for each proposed rate and the minimum payment at the Shire of Narrogin offices and libraries during normal working hours or at <http://www.narrogin.wa.gov.au/live/services/rates.aspx>

Dale Stewart
Chief Executive Officer
Shire of Narrogin
PO Box 1145 Narrogin WA 6312
enquiries@narrogin.wa.gov.au
www.narrogin.wa.gov.au

SUPPORTING STATEMENT OF RATING INFORMATION 2019/20

(Including Objects and Reasons for the Rating Structure)

This Statement is published by the Shire of Narrogin in accordance with Section 6.36 of the Local Government Act 1995 to advise the public of its objectives and reasons for implementing differential rates.

The purpose of levying property rates is to meet Council's budget requirements in each financial year and in future periods, to deliver services, facilities and community infrastructure to the district as a whole. Property valuations provided by the Valuer General (Landgate) are used as the basis for the calculation of rates each year.

Section 6.36 of the Local Government Act provides the ability to differentially rate properties based on certain characteristics. The application of differential rating maintains equity in the rating of properties across the Shire.

During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be provided a 10-year period to achieve rating parity with the former Town of Narrogin Rate Payers. It is noted that 2019/20 will be the third year of this 10-year period.

Powers to Rate Property

There are two property valuation methods available under Section 6.28 of the Act, Gross Rental Value (GRV) and Unimproved Value (UV).

GRV is 'the gross annual rental that the land might reasonably be expected to realise if let on a tenancy agreement from year to year upon condition that the landlord is liable for all rates, taxes and other charges thereon and the insurance and other outgoings necessary to maintain the value of the land'.¹

UV land is 'valued as if it has had no improvements (as though) it remains in its original, natural state, any land degradation is taken into account'.¹

As a default, a local government sets a single general rate in the dollar for each valuation type (GRV and UV). This is termed a uniform general rate in the valuation dollar and applied to all properties within a valuation type regardless of their land use.

Rather than adopting a single uniform general rate, a local government may apply different rates in the dollar within either valuation category (GRV or UV). A differential rate can be applied using the following characteristics, or combination thereof:

- The zoning of the land;
- The predominant use (as determined by the local government);
- If the land is vacant or not.

Location can only be used as a characteristic in setting a differential rate in very limited circumstances (namely a Lesser minimum rate).

Objections and Appeals to a Valuation

Objections to valuations must be lodged with the Valuer General's Office within 60 days after issue of the rates notice. Rates are still required to be paid before the due date if an objection is lodged with a refund paid if the objection is successful. Forms are available from the Shire Office or on the Shire website.

Under the provisions of the Local Government Act 1995, a property owner is able to lodge an objection to rates imposed by a Council on the following grounds:

- There is an error on the rate assessment, either in respect to the owners or property details; or
- The characteristics of the land differ from that used in the differential rating system.

The objection is to be received within 60 days of the issue of the rate notice. Please contact Shire staff if you would like to discuss this matter further.

Exemptions, Instalments, Concessions and Waivers

The Shire requires organisations seeking exemption from rates in accordance with section 6.26 of the Act to make application to the Council for determination.

The Shire will provide concessions to Pensioners in accordance with the requirements of the Rates and Charges (Rebates and Deferments) Act 1992.

The Council will offer three rate payment options as follows:

- Payment in full 35 days after the date of service appearing on the rate notice;
- Two instalments; and
- Four Instalments.

Interest on overdue rates not paid in accordance with the three payment options will be subject to an overdue interest rate set by the Council at the time of adoption the annual budget.

Ratepayers with unpaid and overdue rates may be offered a scheme of arrangement for payment, subject to the approval of the Chief Executive Officer.

GROSS RENTAL VALUES (GRV)

The Local Government Act 1995, provides that properties of a non-rural purpose be rated using the Gross Rental Valuation (GRV) as the basis for the calculation of annual rates. Property values are independently assessed for all GRV properties every three years.

The base GRV valuation is effective from 1 July 2014. Interim valuations are provided to the Shire regularly by the Valuer General if changes, such as subdivisions or strata title of property, amalgamations, building constructions, demolition, additions and/or property rezoning occur during the year. In such instances, the Shire amends the valuation on record and recalculates the rates for the affected properties for the purpose of issuing an interim rate notice.

The general rates for the 2019/20 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

GRV – Differential Rates

The Council intends to adopt differential rating principles for GRV category properties based upon the land use as follows:

GRV Urban

GRV properties that had been located in the former Town of Narrogin

Objects and Reasons

To allow the Shire to impose a higher rate in the dollar to the Urban Ward ratepayers to allow the phasing in of rate parity with Urban Ward ratepayers.

During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be allowed a 10-year period to achieve rating parity with the former Town of Narrogin Rate Payers.

Differential Rate Category	Rate in the \$	General Minimum Payment
<i>GRV Urban</i>	11.3035c	1,105.00

GRV Rural

GRV Properties that had been located in the former Shire of Narrogin.

Objects and Reasons

To allow the Shire to set a lower rate in the dollar to Rural Ward ratepayers to allow for the phasing in of rating parity over a 10-year period.

During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Rate Payers will be allowed a 10-year period to achieve rating parity with the former Town of Narrogin Rate Payers.

Differential Rate Category	Rate in the \$	General Minimum Payment
<i>GRV Rural</i>	7.0754c	799.00

VALUES (Unimproved Valuations)

The Shire does not intend to differentially rate UV category properties.

Minimum Payments

Applying a minimum payment seeks to ensure all ratepayers contribute to basic services and facilities and Council has determined two levels of General minimums and one Lesser minimum.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

Lesser Minimum Payment

A Lesser minimum of \$713.00 is proposed for assessments in the Highbury Townsite. During the merger negotiations between the Shire and Town of Narrogin, it was agreed that the former Shire Ratepayers will be allowed a 10-year period to achieve rating parity with the former Town of Narrogin Ratepayers to reflect their smaller impact on services.



MEMORANDUM OF UNDERSTANDING

For Proposed Merger



BETWEEN

Shire of Narrogin and Town of Narrogin

Final – 18 March 2015

ARRANGEMENT

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

MEMORANDUM OF UNDERSTANDING

For Proposed Merger

BETWEEN

Shire of Narrogin

AND

Town of Narrogin



Final – 18 March 2015

1 Purpose

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

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

2 Operational dates

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

3 Establishment

3.1 Variations and New Initiatives to the Memorandum

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

3.2 Not a Legal Document or Contract

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

3.3 Commitments to the Memorandum

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

3.4 Definitions

Act means the *Local Government Act 1995*

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

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

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

GRV means gross rental valuation

DLG means the Department of Local Government and Communities

LGAB means the Local Government Advisory Board

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

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

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

UV means unimproved valuation

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

4 Key Principles and Outcomes

4.1 Agreement

The Councils agree these Key Principles and Outcomes.

4.2 Partnership

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

4.3 Merger Method

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

4.4 Merger Date

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

4.5 Name

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

4.6 Representation

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

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

4.7 Wards

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

4.8 Election of Inaugural Elected Head of New Entity

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

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

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

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

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

4.10 Local Identity

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

4.11 Work Force

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

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

4.12 Work Places

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

4.13 Local Assets

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

4.14 Reserve Accounts

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

- i) Community Assisted Transport Vehicle Reserve

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

4.15 Financial Assistance Grants

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

4.16 Rating – Generally

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

4.17 Rating – Parity Factor

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

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

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

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

4.18 Rating – Unimproved Values

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

4.19 Rating – Gross Rental Values

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

4.20 Rating – Other Matters

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

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

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

4.21 Data Systems

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

4.22 Planning For the Future / Integrated Planning

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

4.23 Policy Implications

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

4.24 Regional Participation

The New Entity shall continue involvement or membership with –

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

4.25 Communications

A Communications Plan is to be developed to ensure –

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

5 Key Transition Governance Arrangements

The Councils agree the following Key Transition Governance Arrangements

5.1 Elected members

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

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

5.2 Commissioners

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

5.3 President

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

5.4 Chief Executive Officers

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

5.5 Other Staff

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

6 Execution

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

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



Cr Richard Chadwick
President

Mayor Leigh Ballard

Mr Geoff McKeown
Chief Executive Officer

Mr Aaron Cook
Chief Executive Officer

Date

Date

History

Ref	Title	Adopted – Shire	Adopted – Town
	Original document		

Schedule – Joint Merger Policies

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

10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

10.4.1 MINOR REVIEW STRATEGIC COMMUNITY PLAN 2017-2027

File Reference	4.2.1
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	15 May 2019
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Not applicable
Attachments	1. Strategic Community Plan 2017-2027 2. Strategic Community Plan - Snapshot

Summary

Minor modifications to the Strategic Community Plan (SCP) 2017-2027 are proposed, together with community feedback to be sought on those proposed modifications.

Background

The Council adopted the SCP on 24 May 2017 (Attachment 1).

Comment

Whilst the SCP is only relatively 'new' in its life, the Department of Local Government, Sport and Cultural Industries, best practice guideline for *Integrated Planning & Reporting*, recommends that a minor review of the SCP should be undertaken every two years - in between the requirement to do a 'major' review.

With the arrival of the Shire's new Chief Executive Officer, this is also timely.

The view of the Chief Executive Officer is that the SCP still is achieving what it set out to achieve and none of the major assumptions or variables that influenced the Plan, have significantly changed.

Minor modifications proposed for the minor review are however recommended as follows:

1. Change Vision to present tense from: "To be a leading regional economic driver and a socially interactive and inclusive community" to "A leading regional economic driver and a socially interactive and inclusive community".
2. Add the following proposed Council Decision-Making Criteria to the Plan:

Council takes into account when considering significant new projects or issues the following criteria. They reflect the decision-making approach to developing this plan and will continue to be applied as it is implemented:

- How well does it fit our Strategic Direction?
 - *Does the option help to achieve our vision and aspirations?*
- Who Benefits?
 - *How are the benefits distributed across the community?*
- Can we afford it?
 - *How well does the option fit within our Long Term Financial Plan?*
 - *What do we need to do to manage the cost over the life cycle of the asset / project / service?*
- Does the Community support it?
 - *How well informed is the community about the costs and benefits of the option?*
 - *What is the level of community support?*
 - *Is the community united or divided?*
 - *What is the evidence?*
- Does it involve a tolerable risk?
 - *What level of risk is associated with the option?*
 - *Does the individual risk fit within our risk tolerance level(s)?*

3. Add the following Values for our employees: CARE with Trust & Teamwork

- Care
 - We display kindness and concern for one another and our community
- Accountability
 - We accept responsibility for our actions and outcomes
- Respect
 - We treat everyone how we would like to be treated
- Excellence
 - We go the extra mile to deliver outstanding services
- Teamwork
 - We work together for a common goal
- Trust
 - We share without fear of consequences.

4. Minor administrative matters to accommodate the above changes such as indexing, referencing, and updating the name of the CEO.

The SCP had, as part of its core assumptions, a Community Perceptions Report and accompanying Survey, that's informed the community's satisfaction and importance to a number of Shire services and facilities.

The Survey is intended to be invaluable in informing the next 'major' review of the SCP and drives the investment in the Annual Corporate Business Plan, Annual Budgets and the Long Term Financial Plan.

Importantly, since adoption of the SCP and receipt of the Community Perceptions Report, it has driven greater investment by the Shire in a number of areas of identified importance to the community such as:

- Improvements to the Narrogin CBD, its infrastructure and overall streetscape aesthetics;
- Improvements to Public Conveniences;
- Increasing investment in Tourism such as;
 - Approving Recreational Vehicles overnight stopping for free in designated areas;

- Developing a Tourism Strategy; and
- Investment in the Narrogin Caravan Park.
- Improvements to the Road Network including drainage, kerbing and footpaths;
- Improvements to Park's and Reserves particularly playgrounds and shade;
- Improvements to community engagement and consultation practices and processes such as;
 - Implementation of the Narrogin Narrative;
 - Adoption of regular Media Releases; and
 - Increasing promotion of the Shires' Facebook and Events Pages.

It is acknowledged that there is still more to be done in these areas above.

Conversely, areas of low satisfaction and high importance that continue to require attention and investment include:

- Improving Crime Prevention initiatives and CCTV (the surveillance camera network) and;
- Environmental Initiatives.

Officers have recommended revisiting the survey and undertaking a similar process as a benchmarking exercise to demonstrate whether the Council and Shire are achieving the stated objectives of the SCP over time. Every two years is about right for such a process to be reviewed.

Consultation

The proposed modifications are deemed to be minor in nature however the regulations do require some aspect of consultation. It is proposed to advertise the minor modifications proposed for a period of 30 days.

All of the Values proposed for inclusion for the Shire's employees have undergone significant internal consultation (with all employees) and have already been endorsed by the Chief Executive Officer and Executive.

Any adopted modifications or changes to a Strategic Community Plan must also be communicated (advertised) to the public in accordance with regulation 19C of the Local Government (Administration) Regulations 1996.

Statutory Environment

The Local Government Act 1995, section 5.56 states:

"5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district."

Regulation 19C of the Local Government (Administration) Regulations 1996 states:

"19C. Strategic community plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.”

Policy Implications

There are no relevant Council Policies that relate, nor any that are proposed.

Financial Implications

The proposed modifications to the Plan are minor in nature and have no financial outlay, other than advertising.

The recommendation to undertake an updated Survey and Community Perception Report will require some internal and external resources, however these can be accommodated within existing budget lines.

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

Simple Majority - Regulation 19C (7) of the Local Government (Administration) Regulations 1996 requires an Absolute Majorly decision where modifications are made (as opposed to advertised).

OFFICERS' RECOMMENDATION

That, with respect to Minor Review of the Strategic Community Plan 2017-2027, Council:

1. Advertise for 30 days the intent to adopt the minor modifications as detailed within the Officer's report and promote the intent on the Shire's website, Library, Administration Offices, local media and social media; and
2. Undertake a Survey and Community Perceptions Report on progress in achieving the Strategic Plan's Vision, Aspirations and Objectives as well as perception and satisfaction of Shire Services and Facilities in the 2019/20 financial year.

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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.

Foreword

We are proud to present the Shire of Narrogin Strategic Community Plan 2017 - 2027. The Plan shares our visions and aspirations for the future and outlines how we will, over the next decade, work towards a brighter future for the Narrogin community.

This Plan could not have been produced without the input of the local community. We are grateful to the community for their response and especially to those who took the time to provide input into the Plan. Your responses gave us valuable insight into your aspirations for the future.

We believe we have captured the community's aspirations and have reflected these in our desired outcomes. We will work as a local government, in partnership with the community and other key stakeholders to deliver these outcomes using the strategies we have detailed in this Plan.

We look forward to continuing our focus to ensure the Narrogin community is 'a leading regional economic driver and a socially interactive and inclusive community.'

Leigh Ballard
Shire President

Aaron Cook
Chief Executive Officer

May 2017

Integrated Planning and Reporting Framework

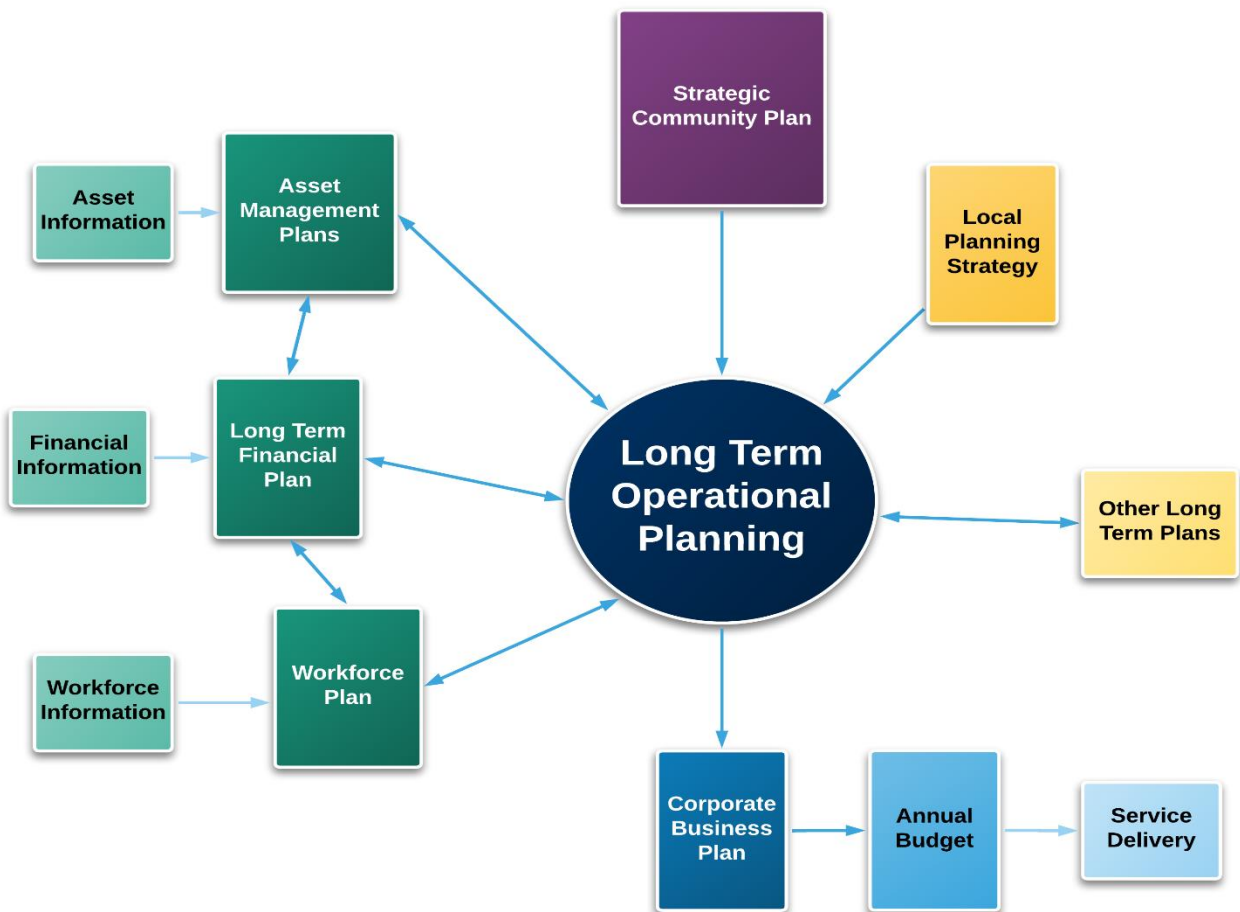
All local governments are required to prepare a Plan for the Future for their district under *Section 5.56(1) of the Local Government Act 1995*. The Plan for the Future comprises the following two key strategic documents¹:

Strategic Community Plan – Council’s principal 10-year strategy and planning tool. It is the principal guiding document for the remainder of the Shire’s strategic planning documents as community engagement is central to the Plan.²

Corporate Business Plan – Council’s four-year planning document. The core components of this Plan include a four-year delivery program, aligned to the Strategic Community Plan and accompanied by four-year financial projections.²

Importantly, the Strategic Community Plan and Corporate Business Plan are informed by several other key strategy documents and processes shown in the following diagram.

Diagram: The Strategic Planning Framework



¹Local Government (Administration) Regulations 1996, Paragraph 19BA.

²Department of Local Government and Communities, Integrated Planning and Reporting: Framework and Guidelines, September 2016

What is the Strategic Community Plan

The Strategic Community Plan is the highest level planning document in the Integrated Planning and Reporting process. This Plan is designed to be a 'living' document that guides the development of the Shire of Narrogin community for at least the next ten years.

One of the key features of the Strategic Community Plan is community engagement and the part it plays in influencing the Shire's strategic direction as it seeks to achieve the community's long term vision and aspirations.

Strategic planning is a recurring process, requiring constant refinement and review. Every second year a minor review is scheduled to occur which will alternate with a comprehensive review every four years.

Structure of the Plan

Based on community engagement, the Plan sets out the vision for the Shire's future and captures the community's aspirations and values.

A strategic objective has been developed for each of the four key themes of the community interest, being:

- **Economic:** Support growth and progress, locally and regionally;
- **Social:** To provide community facilities and promote social interaction;
- **Environment:** Protect and enhance our natural and built environment; and
- **Civic Leadership:** Continually enhance the Shire's organisational capacity to service the needs of a growing community.

Desired outcomes for each objective have been determined and strategies to meet the objectives established. This occurred after considering future demographics and the Shire's current and future resources and capacity.

For each strategic objective, the following information has been provided:

- a summary of the major issues highlighted by the community;
- a selection of community comments;
- tables of strategies to achieve the desired outcomes; and
- key performance measures to monitor achievement of desired outcomes.

The document is prepared in a manner where an objective is formed with outcomes aligned and the final step is strategies are identified.



How the Plan will be used

This Plan outlines how the Shire will, over the long term, work towards a brighter future for the Shire of Narrogin community as it seeks to achieve its vision inspired by the community's aspirations for the future.

Looking to the future, the Strategic Community Plan will influence how the Shire uses its resources to deliver services to the community. The Plan forms the primary driver for all other planning undertaken by the Shire.

The Shire of Narrogin intends to use the Strategic Community Plan in several ways, including:

- Guide Council priority-setting and decision-making;
- A mechanism for the ongoing integration of local planning initiatives;
- Inform the decision making of other agencies and organisations, including community and State Government;
- Provide a rationale to pursue grants and other resources by demonstrating how specific projects align with the aspirations of our community, within the strategic direction of the Shire;
- Inform potential investors and developers of our community's key priorities, and the way we intend to grow and develop;
- Engage local businesses, community groups and residents in various ways to contribute to the Shire's future; and
- Provide a framework for monitoring progress against our vision, values and aspirations.

Importantly, plans are only effective if adequate resources are dedicated to ensure they can be delivered.

The strategies are prioritised and actions applied (after a further assessment of available resources) through the development of a Corporate Business Plan. Key performance indicators will be used to report back to the community on the Shire's performance in achieving the outcomes.

“The Shire of Narrogin acknowledges the Noongar people as the traditional custodians of this land and their continuing connection to land and community.

We pay our respect to them, to their culture and the Elders past and present.”

This event is supported by



Shire of
Narrogin

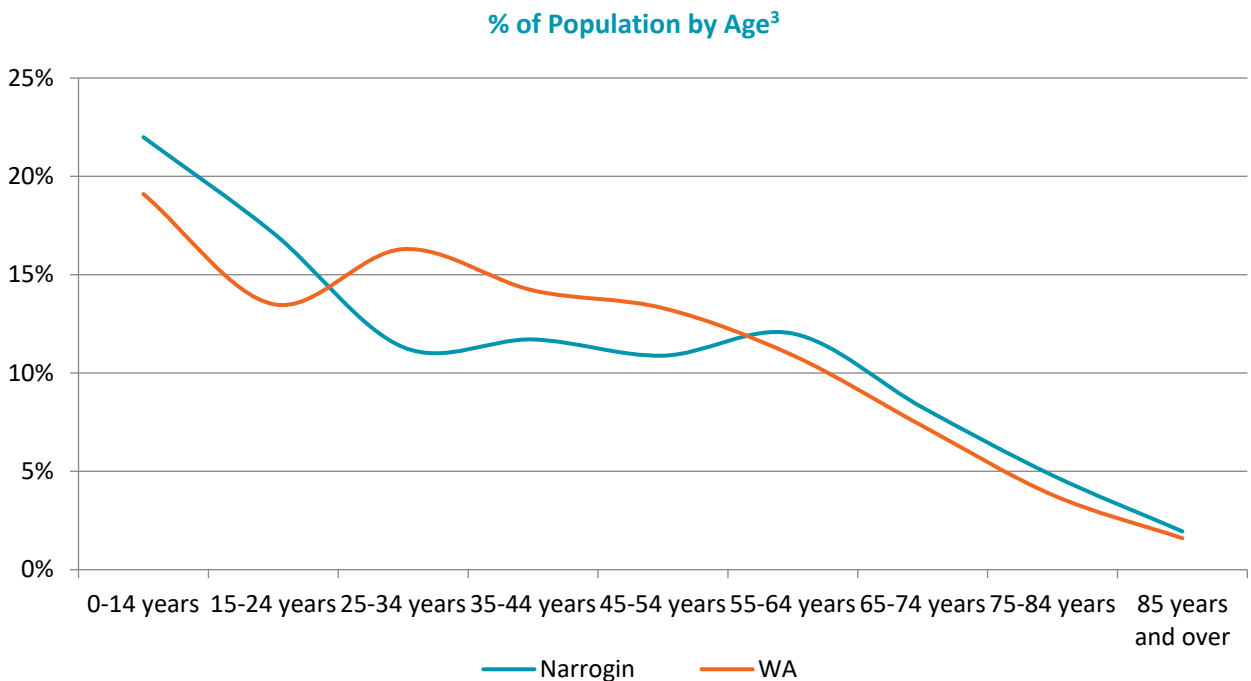
Love the life

Profile of the Shire of Narrogin

Narrogin is a progressive thriving rural community in the South Central Wheatbelt Region of Western Australia, just under 200km south east of Perth. With a population of approximately 5,000 the Shire is a regional centre providing many services to other communities in the South Central Wheatbelt.

Narrogin has a diverse range of cultures within its community. The Shire of Narrogin embraces its culturally diverse community and seeks to meet the vision and aspirations of all within its community.

The chart below reflects the percentage of the estimated resident population within each age grouping for the Shire of Narrogin³ (represented by the blue line) and Western Australia (represented by the orange line). This reflects the Shire of Narrogin has a higher proportion of young people under 24 when compared to the West Australian average and a lower percentage of the population between 24 and 55. Retaining young adults within the district has been considered when formulating this Strategic Community Plan.



³ Australian Bureau of Statistics Census 2011 (Est 2014) Total for former Shire of Narrogin and Town of Narrogin

Narrogin Natural and Built Environment

The Natural Landscape

The Shire of Narrogin is located approximately 192 kilometres south east of Perth, 171 kilometres north west of Bunbury and 178 kilometres south east of Mandurah. The district is bordered by the Shires of Williams to the west, Wagin and West Arthur to the south, Wickepin to the east and Cuballing to the north.

Located in the South Central Wheatbelt Region of Western Australia, the Shire of Narrogin covers an area of 1,630km² of agricultural farmland, natural reserves, crown land and town sites. Narrogin has a Mediterranean climate characterised by hot, dry summers and cool, wet winters.

The Shire of Narrogin is located on the boundary of two botanical provinces, Dryandra Woodland (proposed National Park) and Foxes Lair Nature Reserve, and is therefore rich in species and diversity with species from the Wheatbelt and Jarrah Forest Communities living together. The Dryandra Woodland is home to over 100 bird species, 24 mammal species, including our State Emblem the Numbat, and many varieties of wildflowers. It's an excellent opportunity to view some of Western Australia's native animals in their natural habitat, including possums, echidnas, woylies and kangaroos. Foxes Lair Nature Reserve, bordering the Narrogin townsite, is a 60-hectare bushland area that's home to 300 varieties of wildflower and over 40 species of birds.

The Built Environment

Narrogin has a strong indigenous community and culture. The name Narrogin is derived from the Wilman Noongar people and was first recorded in 1869 as Narroging, meaning 'pool in this area'.

The European first settlers in the area were Sandalwood cutters or sheep herders who followed water courses and selected property suitable for grazing. Edward Hamersley took up the first pastoral and tillage lease of 5,000 acres in 1853. The lease lapsed in 1858 which may indicate that it was never stocked. It is known that Elijah Quartermaine took up and settled on 5,000 acres in 1860. A number of other settlers soon took up land.

The town started as a small group of buildings centred on the railway station on the Albany - Beverley line. The 'Father of Narrogin' Michael Brown was responsible for a great deal of building construction in the town and this in turn attracted new settlers. Narrogin was one of the largest towns on the fringe of the Wheatbelt region.

Narrogin's emergence as a regional centre for the Central South region can be traced back to the construction of the Great Southern Railway Line between Albany and Beverley in the late 1880s. Between 1905 and 1926 new railway lines were constructed to Collie, Wickepin, Kondinin, Dwarda and points beyond. Narrogin remained a major rail centre until the late 1970s when competition from road transport saw a reduction in the railways workforce from some 280 people to less than a dozen in 1995. Narrogin's previous role as a major railway junction served to attract agricultural service industries as well as government departments and agencies.

Over the years Narrogin has accumulated significant public infrastructure - mainly in the health and education areas. This infrastructure serves as the base for the modern regional centre that Narrogin has become today with several purpose-built buildings such as the highly recognised Regional Hospital and pro-active aged care services, an active Regional Library and Heritage Museum and several venues for hire. Narrogin's high standard of infrastructure including rail, sealed and unsealed road network, water supply, power and connection to the optical cable network provide a solid base for a strong vibrant economy and community.

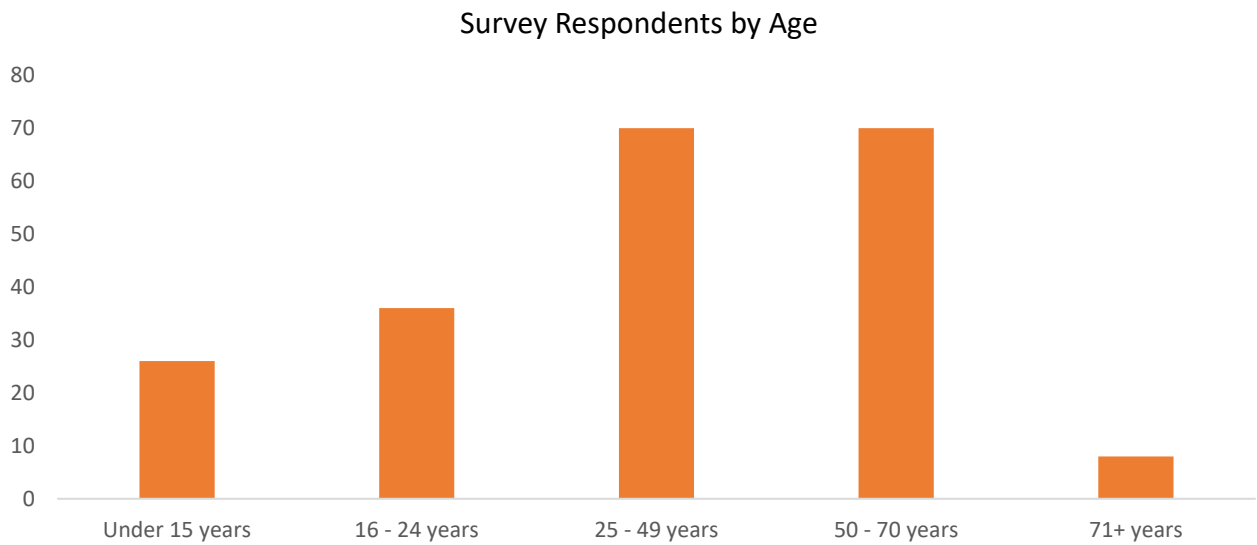
In 2016 the former Town and Shire of Narrogin Local Governments merged to form the Shire of Narrogin. Narrogin has ample shopping facilities including retail outlets, restaurants, bakeries, fast food outlets, supermarkets, specialty shops, cafes, pubs and many important Government Agencies which service the wider region. There are a range of education providers including public and private schools to year 12, a residential college, TAFE college, child care and kindergartens. The recreation and sporting facilities available in Narrogin are extensive and include a fully equipped Recreation Complex with heated indoor pool, well maintained sports grounds and sports clubs.



Community Response

The community engagement has provided valuable insight into the key issues and aspirations as identified by the local residents and ratepayers. Importantly for the Council, these views helped establish clear priorities and subsequently shaped the visions, values, objectives and strategies documented in this report. The community survey responses were from a range of age groups, as represented in the chart below.

The age demographic of survey respondents is reflected in the chart below.



A summary of the community responses received from the two engagement processes is provided below.

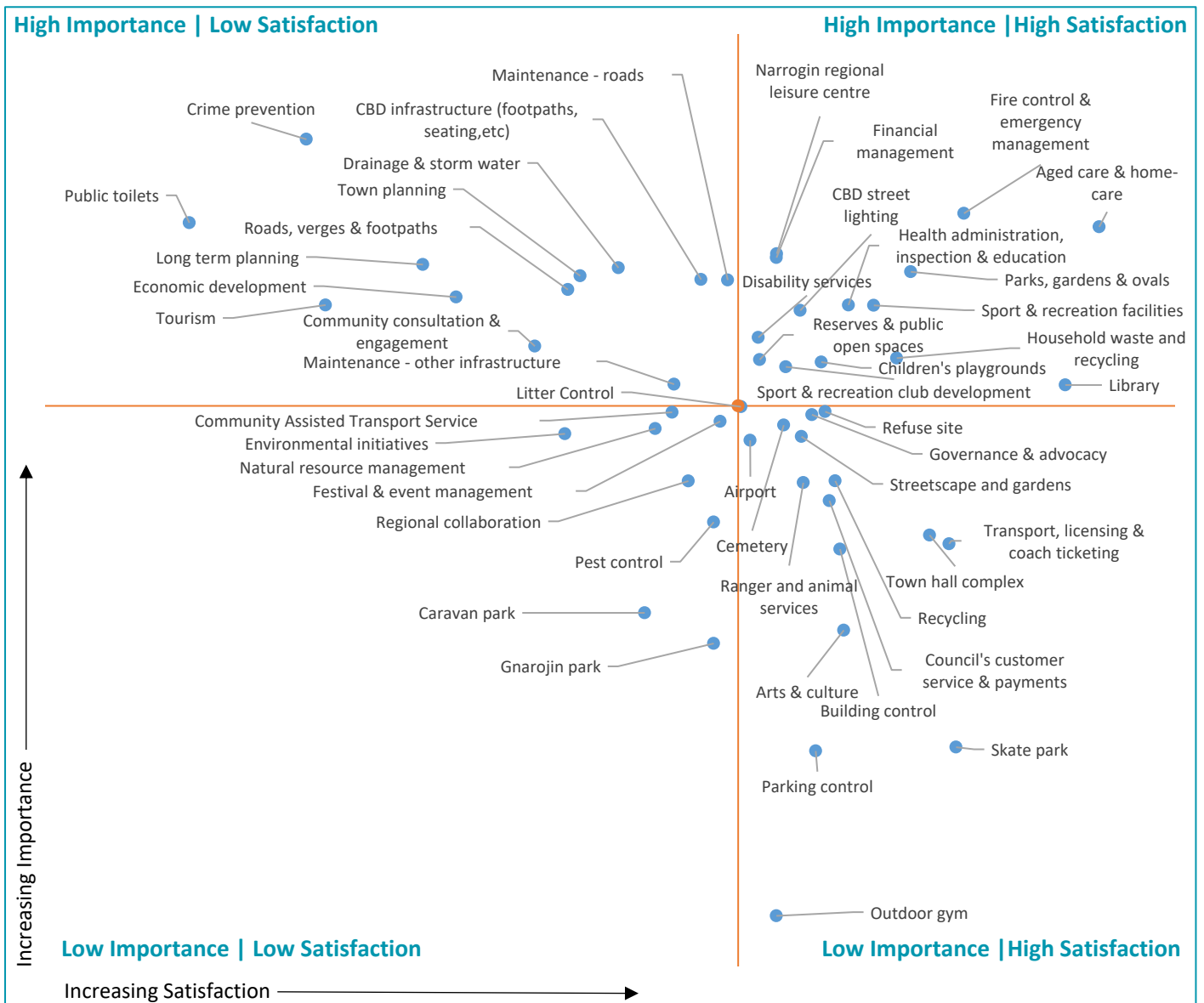


Community Response (continued)

Survey respondents rated their perspective of the importance and their level of satisfaction with current and anticipated Shire services. Based on the survey results, the relative importance and satisfaction with various Shire services, community facilities and infrastructure is presented in the chart below.

Services and facilities with a higher than average importance to the community and a lower than average level of community satisfaction are reflected in the shaded quadrant in the chart below.

Relative Importance and Satisfaction with Shire Services and Facilities





Narrogin

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Objectives and Outcomes

The Shire of Narrogin has set out four key objectives within this Plan as it delivers services to the community. An objective has been defined for each of four key themes, being: Social; Economic; Environment; and Civic Leadership.

Each of the four objectives contain the desired outcomes the Shire is aiming to achieve over the 10+ years of this Plan.

The desired outcomes were developed after consideration of the community response and other external factors including available planning by other government agencies.

The following table summarises the desired outcomes of working toward the strategic objectives in achieving the Shire's vision. The tables on the following pages detail the strategies developed to achieve these desired outcomes.

	Objectives	Outcomes
ECONOMIC	<i>Support growth and progress, locally and regionally</i>	<ul style="list-style-type: none"> • Growth in revenue opportunities • Increased tourism • An effective well maintained transport network • Agriculture opportunities maintained and developed
SOCIAL	<i>To provide community facilities and promote social interaction</i>	<ul style="list-style-type: none"> • Provision of youth services • Build a healthier and safer community • Existing strong community spirit and pride is fostered, promoted and encouraged • Cultural and heritage diversity is recognised • A broad range of quality education services and facilities servicing the region
ENVIRONMENT	<i>Conserve, protect and enhance our natural and built environment</i>	<ul style="list-style-type: none"> • A preserved natural environment • Effective waste services • Efficient use of resources • A well maintained built environment
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"> • An efficient and effective organisation • An employer of choice

Economic Objective

Support growth and progress, locally and regionally

Community Feedback

The Narrogin community values its large agricultural industry and local businesses whilst remaining open to new development and industry. The government agencies and facilities, including the medical and education services available in Narrogin are highly valued by both the community and the region.

Creating economic growth and employment opportunities is challenging for the district, with increased promotion of the region seen as a priority.

Economic Aspirations and Opportunities

The Narrogin community would like to see an increase in economic diversity with growth of education and tourism in the district. This creates many opportunities for cultural tours and eco-tourism. The development of infrastructure to support economic prosperity is viewed by the community as key to the district's future.

Retaining the youth within the district through the availability of employment opportunities is considered essential for the growth and progress of the region.

Maintaining and improving the transport network throughout the district is seen as essential to the continued economic prosperity.

Comments from the Community:

“Narrogin is a special place because it has everything you need and it will hopefully have more.”

“A peaceful, happy place to live. Economically sound and prosperous which is inviting for others...”

“To expand its economic base and employment opportunities...”

“To grow as an important regional centre for education, business, health and sport...”

“To become a vibrant regional hub that champions economic diversity and forward thinking...”

Economic Objective

Support growth and progress, locally and regionally.

The following outcomes and strategies have been identified to achieve this objective.

Outcome 1.1 Growth in revenue opportunities

- | | |
|-------|--|
| 1.1.1 | Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business |
| 1.1.2 | Promote Narrogin and the Region |
| 1.1.3 | Promote Narrogin's health and aged services including aged housing |

Outcome 1.2 Increased Tourism

- | | |
|-------|---|
| 1.2.1 | Promote, develop tourism and maintain local attractions |
|-------|---|

Outcome 1.3 An effective well maintained transport network

- | | |
|-------|--|
| 1.3.1 | Maintain and improve road network in line with resource capacity |
| 1.3.2 | Review and implement the Airport Master Plan |

Outcome 1.4 Agriculture opportunities maintained and developed

- | | |
|-------|--|
| 1.4.1 | Support development of agricultural services |
|-------|--|

Social Objective

To provide community facilities and promote social interaction

Community Feedback

There is clearly a strong sense of community in the Shire of Narrogin which is highly valued. High quality regional sporting and recreational facilities available in Narrogin are well recognised and assist in the sense of community and general well-being of residents.

Narrogin's multicultural community is highly valued, with community events and groups. The arts and cultural events are important to the community, with retention and expansion of these events highlighted as important.

The social impacts of alcohol and drug abuse are of major concern to the community, including the associated level of crime and violence.

Social Aspirations and Opportunities

The Narrogin community aspires to retain strong sense of community, engage the youth to retain them in the district and minimise anti-social behaviour.

There is a strong creative culture with a significant presence of artistic and creative endeavours in the community. Potential to grow Narrogin events including sports, arts and culture, music and festivals were highlighted by the community.

These two features provide opportunities for high levels of social interaction through sporting and cultural events and showcase Narrogin's culture and community. Narrogin's multicultural community is highly valued, with the potential to increase awareness and events in this area.

Growth of both the education and health services is viewed as not only providing economic benefits but more importantly social benefits for all of the community.

Comments from the Community:

"Fresh air and friendly people."

"There is a wonderful sense of community...."

"It's a nice country community away from the hustle and bustle..."

"The regional nature of the community makes Narrogin a welcoming and comfortable place to live with all the resources and facilities needed for families."

"My vision: a place to live, work, rest and play, to raise a family in a healthy, caring community."

"My desire: retain the rural atmosphere and outlook, expand opportunities for young people."

Social Objective

To provide community facilities and promote social interaction

The following outcomes and strategies have been identified to achieve this objective.

Outcome 2.1 Provision of youth services

- | | |
|-------|--|
| 2.1.1 | Develop and implement a youth strategy |
|-------|--|

Outcome 2.2 Build a healthier and safer community

- | | |
|-------|---|
| 2.2.1 | Support the provision of community security services and facilities |
| 2.2.2 | Advocate for mental health and social support services |
| 2.2.3 | Continue and improve provision of in-home care services |

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

- | | |
|-------|---|
| 2.3.1 | Develop and activate Sport and Recreation Master Plan |
| 2.3.2 | Engage and support community groups and volunteers |
| 2.3.3 | Facilitate and support community events |
| 2.3.4 | Provide improved community facilities (eg library/recreation) |
| 2.3.5 | Encourage and support continued development of arts and culture |

Outcome 2.4 Cultural and heritage diversity is recognised

- | | |
|-------|--|
| 2.4.1 | Maintain and enhance heritage assets |
| 2.4.2 | Support our Narrogin cultural and indigenous community |

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

- | | |
|-------|--|
| 2.5.1 | Advocate for increased education facilities for the region |
| 2.5.2 | Advocate for and support increased education services |

Environment Objective

Conserve, protect and enhance our natural and built environment

Community Feedback

The community appreciate and value the natural environment and particularly the amazing natural reserve areas.

The town's history, in the heritage architecture and built form, is also enjoyed, largely because it is a key part of Narrogin's identity and style and gives the heritage of the area a living quality.

Environment Aspirations and Opportunities

The community aspires to protect and preserve its nature reserves and further develop walking trails, parks and gardens and sports facilities. To achieve balanced growth for the community, planning is required to ensure adequate consideration of the social and environmental impacts of future development.

There are opportunities to further develop the built environment and provide increased community facilities and services, whilst protecting the natural environment.

Comments from the Community:

"the Shire of Narrogin has many beautiful parks to visit..."

"The sporting facilities are great and encourage participation in a variety of forms..."

"My desire: retain status as a Shire with vibrant farming sector and rural hub town with a good community spirit and facilities to retain residents and service agriculture."

"to expand the natural bush land and promote it as a unique place to visit..."

Environment Objective

Conserve, protect and enhance our natural and built environment

The following outcomes and strategies have been identified to achieve this objective.

Outcome 3.1 A preserved natural environment

3.1.1	Conserve, enhance, promote and rehabilitate the natural environment
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Outcome 3.2 Effective waste services

3.2.1	Support the provision of waste services
-------	---

Outcome 3.3 Efficient use of resources

3.3.1	Increase resource usage efficiency
-------	------------------------------------

Outcome 3.4 A well maintained built environment

3.4.1	Improve and maintain built environment
-------	--

Civic Leadership Objective

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

Community Feedback

The Narrogin community values its small-town character, including a welcoming and friendly community. To retain these important traits, the community acknowledges unity is essential. Anti-social behaviour is an increasing concern and must be proactively addressed in partnership with key stakeholders and agencies.

Civic Leadership Aspirations and Opportunities

Continuing to build an efficient effective organisation with strong communication is clearly a community and Council aspiration. The community wants the Shire to continue to advocate for increased services and infrastructure on its behalf.

Comments from the Community:

“The Shire is able to maintain the level of services it provides to the community. The Shire is able to identify, develop and promote a unique identity....”

“... Shire attracts high calibre personnel, everything else will fall into place.”

“Good governance and enhanced communications”

The following outcomes and strategies have been identified to achieve the leadership objective.

Outcome 4.1 An efficient and effective organisation

- | | |
|-------|---|
| 4.1.1 | Continually improve operational efficiencies and provide effective services |
| 4.1.2 | Continue to enhance communication and transparency |

Outcome 4.2 An employer of choice

- | | |
|-------|---|
| 4.2.1 | Provide a positive, desirable workplace |
|-------|---|



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 provides a connection between the services and facilities and the desired outcomes and community vision for the Shire of Narrogin.

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		
Sport & recreation facilities	2.3.1 2.3.4	Health administration, inspection & education	4.1.1
Town hall complex	2.3.4 3.4.1	Household waste and recycling	3.2.1
		Litter Control	1.2.1 3.2.1
Community Support & Services		Long term planning	4.1.1
Aged care & home-care	1.1.3 2.2.3	Maintenance - other infrastructure	3.4.1
Arts & culture	1.1.2 1.2.1 2.3.2 2.3.3 2.3.5 2.4.2	Maintenance - roads	1.3.1 3.4.1
Community Assisted Transport Service	1.1.3	Natural resource management	3.1.1
Crime prevention	2.2.1	Parking control	1.1.2
Disability services	1.1.3 2.2.2	Pest control	3.1.1 4.1.1
Sport & recreation club development	2.3.1 2.3.2 2.3.3 2.3.5	Ranger and animal services	4.1.1
		Refuse site	3.2.1
Infrastructure		Regional collaboration	1.1.1 1.1.2 1.4.1
Airport	1.3.2	Streetscape and gardens	1.2.1 2.3.4 3.4.1
CBD infrastructure (footpaths, seating, etc.)	1.2.1 3.4.1	Tourism	1.2.1
CBD street lighting	3.4.1	Town planning	1.4.1 3.4.1
Cemetery	3.4.1	Transport, licensing & coach ticketing	4.1.1
Drainage & storm water	1.3.1		
Roads, verges & footpaths	1.3.1 3.4.1		

Resource Capacity

This Strategic Community Plan was developed with an understanding of our current resource capacity, both financial, workforce and asset resources. Whilst future resource capacity is not known, expectations of relative future resource capacity were considered.

Current Resource Capacity

At the 30 June 2016, the Shire had the following resource profile⁴.

Resource	Level
Workforce	62 FTE
Infrastructure Assets	\$96,947,578
Property, Plant and Equipment	\$44,132,899
Cash Backed Reserves	\$4,187,052
Borrowings	\$1,376,249
Annual Rates Revenue	\$4,304,299
Annual Revenue	\$15,687,506
Annual Expenditure	\$14,694,477

Future Resource Capacity

Future resource capacity is partially dependent on other levels of government however the following long term trends are expected in each resource level.

Resource	Relative Future Level
Workforce	Stable
Infrastructure Assets	Increasing
Property, Plant and Equipment	Stable
Cash Backed Reserves	Increasing
Borrowings	Reducing
Annual Rates Revenue	Stable
Annual Revenue	Stable
Annual Expenditure	Stable

Review and further development of Asset Management Plans, the Workforce Plan and the Long Term Financial Plan will influence future resource levels for consideration during the Corporate Business Planning and Annual Budget processes.

⁴ Shire of Narrogin and Town of Narrogin 2015-16 Annual Financial Reports

Strategic Risk Management

It is important to consider the external and internal context in which the Shire of Narrogin operates, relative to risk, in order to understand the environment in which the Shire seeks to achieve its strategic objectives.

The external and internal factors identified and considered during the preparation of this Plan are set out below:

External Factors	Internal Factors
Increasing community expectations in relation to service levels and service delivery.	The objectives and strategies contained in the Council's current Strategic Community Plan.
Rapid changes in information technology changing the service delivery environment.	The timing and actions contained in the Council's Corporate Business Plan.
Increased compliance requirements due to Government Policy and Legislation.	Organisational size, structure, activities and location.
Cost shifting by Federal and State Governments.	Human resourcing levels and staff retention.
Reducing external funding for infrastructure and operations.	Current organisational strategy and culture.
Increasing population and economic development resulting in greater pressure on the natural environment and its resources.	The financial capacity of the Shire.
Resource development and the associated social impacts.	Allocation of resources to achieve strategic outcomes.
Increasing community expectations and regulations in relation to waste management.	Maintenance of corporate records.
Government responses in relation to social services.	Current organisational systems and processes.
Climate change and subsequent response.	

Measuring Success

The aim 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. These objectives will be measured by both quantifiable and non-quantifiable outcomes.

As part of the formulation of this Plan, the community was asked to provide feedback on the level of importance and satisfaction with the services the Shire provides.

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

This event is supported by



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References and Acknowledgements

Acknowledgement and a thank you is made to the people of the Shire of Narrogin for their time and effort in being a part of our community engagement and for their invaluable input into our Strategic Community Plan.

The Shire of Narrogin Strategic Community Plan 2017 - 2027, has been developed by engaging the community and other stakeholders. Council's Elected Members, management and staff have also had input to the development of the Plan. Much of the information contained in this Plan has been derived from documents in the public domain and liaison with key stakeholders and the community.

Reference to the following documents or sources was made during the preparation of the Plan:

Shire of Narrogin Strategic Community Plan 2013 - 2023;

Town of Narrogin Strategic Community Plan 2011 - 2022;

Council website: www.narrogin.wa.gov.au;

Australian Bureau of Statistics;

Town of Narrogin Annual Financial Report 2015 - 2016; and

Shire of Narrogin Annual Financial Report 2015 - 2016.

Review of the Plan

In accordance with statutory requirements the Strategic Community Plan is reviewed and updated on a four-year review cycle including community consultation, with a desktop review being undertaken every two years.

Prepared with the assistance of:

Moore Stephens (WA) Pty Ltd
Telephone: (08) 9225 5355
Email: perth@moorestephens.com.au

Document Management

Status: Final | V4.1
Date of Adoption: 24 May 2017



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STRATEGIC COMMUNITY

SNAPSHOT

PLAN
2017-27

VISION

To be a leading regional economic driver and a socially interactive and inclusive community.

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.

OUR VALUES

Care with Trust & Teamwork

Caring - We display kindness and concern for one another and our community

Accountability - We accept responsibility for our actions and outcomes

Respect - We treat everyone how we would like to be treated

Excellence - We go the extra mile to deliver outstanding services

Trust - We share without fear of consequences

Team Work - We work together for a common goal

ECONOMIC



Support growth and progress, locally and regionally...

Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

Increased Tourism

- Promote, develop tourism and maintain local attractions

An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

Agriculture opportunities maintained and developed

- Support development of agricultural services

SOCIAL



Provide community facilities and promote social interaction...

Provision of youth services

- Develop and implement a youth strategy

Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

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

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

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

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

ENVIRONMENT



Conserve, protect and enhance our natural and built environment...

A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

Effective waste services

- Support the provision of waste services

Efficient use of resources

- Increase resource usage efficiency

A well maintained built environment

- Improve and maintain built environment

CIVIC



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

An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

An employer of choice

- Provide a positive, desirable workplace

11. ELECTED MEMBERS' 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

13. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at ___ pm and pursuant to Resolution 1118.122 of 28 November 2018, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm 26 June 2019, at this same venue.



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