



## AGENDA

### ORDINARY COUNCIL MEETING

26 June 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, 26 June 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](http://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 PLAN

SNAPSHOT

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

## DISCLAIMER

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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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Narrogin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narrogin. The Shire of Narrogin warns that anyone who has an application lodged with the Shire of Narrogin must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Narrogin in respect of the application.

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

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# ORDINARY COUNCIL MEETING

## 26 JUNE 2019

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### 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7:00 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 24 July 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 22 May 2019 be confirmed as an accurate record of the proceedings.

**8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

**9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS**

9.1 – Local Heritage Survey

Laura Gray of Heritage Intelligence (WA) has been commissioned to review and consolidate the former Shire and Town of Narrogin Municipal Heritage Inventory. Laura will be providing a brief of what the draft Local Heritage Survey means to the Shire, the criteria for local heritage significance, the types of heritage lists, the requirement for the review, implications of heritage listing, the recommended heritage list (State registered, Local significance) and the process required prior to final endorsement.

9.2 – Bushfire Risk Management Plan

Donna Morgan, the Bushfire Risk Management Officer from DFES, will be presenting on the WA State Government's Bushfire Risk Management Plan Program. As a result of this program, grant funding has been received by the Shire of Narrogin, managed through DFES, for the appointment of a Bushfire Risk Planning Coordinator. The Bushfire Risk Management Plan is a strategic document that identifies assets at risk from bushfire and their priority for treatment. Her presentation will cover the aspects of preparing the Bushfire Risk Management Plan.

## 10. MATTERS WHICH REQUIRE DECISIONS

### 10.1 DEVELOPMENT AND REGULATORY SERVICES

#### 10.1.1 SHIRE OF NARROGIN REVIEW OF LOCAL HERITAGE SURVEY 2019

File Reference	18.7.1
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 10.1.093, 1 August 2015 Res. 0815.115
Date	12 June 2019
Author	Azhar Awang – Executive Manager Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Shire of Narrogin Draft Local Heritage Survey 2019

#### Summary

Council's consideration is requested to review the former Shire and Town of Narrogin Municipal Heritage Inventories, which are to be consolidated as the Local Heritage Survey 2019.

#### Background

On 1 July 2016, the former Shire of Narrogin and Town of Narrogin merged under a new entity known as the Shire of Narrogin. Part of the merger process is to consolidate the former Shire of Narrogin and former Town of Narrogin Municipal Heritage Inventory.

In 2018, the revised Heritage Act came into effect and renamed the "Municipal Heritage Inventory" as the "Local Heritage Survey". It is a requirement under the previous and the revised Heritage Act to undertake a review of the Inventory of Heritage Places every five years.

In August 2018, Laura Gray of Heritage Intelligence (WA) was appointed by the Shire of Narrogin to undertake the review and the consolidation of the former Shire of Narrogin and the Town of Narrogin Local Municipal Heritage Inventories.

The review undertaken was to assess the previous heritage listings in accordance with the State Heritage Office Guidelines. The four criteria that have been used for the assessment of places of heritage significance are:

- Aesthetic value (particular aesthetic characteristics);
- Historic value (evolution or pattern of the history of the local district);
- Social value (natural or cultural history, technical innovation or achievement of the local district); and
- Research value (social, cultural, education or spiritual reasons).



The draft Local Heritage Survey 2019 includes 190 listings (place records) of which 142 are located within the town site area and the remaining 48 sites are located outside of the town site area. In respect of the 190 listings, 17 sites are included in the State Register as Grade A categories.

The categories for the Heritage Listings are as follows:

Grade A - A place of exceptional cultural heritage significance to the Shire of Narrogin and the state of Western Australia, that is either in the Heritage Council of Western Australia's Register of Heritage Places, or worthy of consideration for entry into the Register. Subject to policies and the provisions of the Local Planning Scheme.

Grade B - A place of considerable cultural heritage significance to the Shire of Narrogin that is worthy of recognition and protection through provisions of the Shire of Narrogin's Local Planning Policy. Subject to policies and the provisions of the Local Planning Scheme.

The Review proposes the grouping of places to be recognised as a Heritage Protection Area's (HPA's). The two areas that have been identified are:

- Town Centre Precinct HPA which comprises the following:
  - The identified places in Egerton Street, Federal Street, with a group south of Federal Street to encompass the Railway Institute and Anglican Church,
  - Fortune Street, encompassing buildings within the Town Centre Precinct.
- Narrogin Railway HPA is identified as comprising many sites, and several places are individually listed on the State Register. Further research to identify the curtilage (State Heritage Office has a defined curtilage in their registration documentation), and the location of the sites to provide interpretation will be a positive outcome.

Grade C - A place (including a site with no built remains) of some cultural heritage significance to Shire of Narrogin. No constraints, although retention of built places is encouraged.

## Comment

The review of the Local Heritage Survey has been undertaken as a requirement under the Heritage Act 2018.

The Draft heritage listings included an additional 51 places to the list:

- Grade B category – 10 additional places
- Grade C category – 17 new listings
- Heritage Protection Area – 24 Places

The process will require the draft Local Heritage Survey to be advertised for public comment as well as written notification to affected land owners. This is also highlighted below in the FT-TPS No.2, FS-TPS No. 2 and the Planning and Development (Local Planning Schemes) Regulations 2015.

### Former Town of Narrogin Town Planning Scheme (FT –TPS) No 2

Under the FT-TPS No. 2 clause 2.6 there is a provision for development standards in areas of Significant and Historic Places where Special Approval of Council is required prior to its consideration. There are a total of 22 places listed under this clause with a significant number of places included under the State Register.

## Former Shire of Narrogin Town Planning Scheme (FS-TPS) No.2

Under the FS-TPS No. 2, Part V – Heritage Precincts and Places of Cultural Significance, it specifies the establishment and the requirement to maintain a Heritage list of buildings, objects, structures and places of heritage significance and worthy of conservation. This section of the clause also outlines the requirement for an application for a planning approval, the formalities of application and the variations to the scheme provisions in considering the application.

## Planning and Development (Local Planning Schemes) Regulations 2015

In clause 8(1) of the Deemed Provisions in Schedule 2, it states that a local government must establish and maintain a heritage list to identify places within the Scheme area that are of cultural heritage significance and worthy of built heritage conservation.

Clause 8(3), further states that a local government must not enter a place or remove a place from the heritage list or modify the entry of a place in a heritage list unless the local government:

- “(a) notifies in writing each owner and occupier of the place and provides each of them with a description of the place and the reasons for the proposed entry; and*
- (b) invites each owner and occupier to make submissions on the proposal within 21 days of the day on which the notice is served or within a longer period specified in the notice; and*
- (c) carries out any other consultation the local government considers appropriate; and*
- (d) following any consultation and consideration of the submissions made on the proposal, resolves that the place be entered in the heritage list with or without modification, or that the place be removed from the heritage list.”*

It is recommended that the Shire of Narrogin Draft Local Heritage Survey 2019 be advertised for public comment for a period of 30 days and any submissions received will be presented to Council for its further consideration.

## **Statutory Environment**

Former Town of Narrogin Town Planning Scheme No. 2 – clause 2.6

Former Shire of Narrogin Town Planning Scheme No. 2 – Part V

Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2, clause 8.

## **Policy Implications**

There are no Council policies that relate, nor any that are proposed at this time.

## **Financial Implications**

An allocation was included in the 2018/2019 Budget to the amount of \$20,000, to which \$18,678 including GST has been committed to the project.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1.1 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
Objective	2. Social (To provide community facilities and promote social interaction)
Outcome:	2.4 Cultural and heritage diversity is recognised
Strategy:	2.4.1 Maintain and enhance heritage assets
Objective	3 Environment Objective (Conserve, protect and enhance our natural and built Environment)
Outcome	3.4 A well maintained built environment
Strategy	3.4.1 Improve and maintain built environment

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That Council, in accordance with Clause 8(1) of the Deemed Provisions for Local Planning Schemes (Schedule 2 of Planning and Development (Local Planning Schemes) Regulations 2015):

- 1 Approve the draft Shire of Narrogin Local Heritage Survey 2019 for the purpose of consultation, in accordance with Clause 8(3) of Schedule 2 of the above regulations for a period of 30 days.
- 2 Consider, all submissions received following the conclusion of the advertising submission period.

**SHIRE OF NARROGIN**

**LOCAL HERITAGE SURVEY 2019**

A review of the Heritage Inventory

**FINAL DRAFT**



**HERITAGE INTELLIGENCE (WA)**

*Laura Gray* JP M.ICOMOS B.Arch (hons)

JUNE 2019

A review of the Inventory of Heritage Places is a requirement of the Heritage Act (1990) that has just been superseded by the Heritage Act 2018 that has renamed the inventory as the “Local Heritage Survey”. This review will be in accordance with the Part 8 of the Heritage Act 2018 that is essentially the same guidelines as the 1990 Act requirements, including the identification of the “Heritage List”.

The review is an amalgamation of the former Town and Shire of Narrogin’s heritage inventories since those entities amalgamated in 2016 to become the Shire of Narrogin. This review will assess every place previously listed or identified as being of heritage value, from both inventories, in consideration of the State Heritage Office’s guidelines; *Criteria for the assessment of local heritage places and areas* as recommended in *State Planning Policy 3.5 Historic Heritage Conservation*.

Any one or more of the four criteria for the assessment of heritage significance as summarised hereunder can be the basis for inclusion in the Local Heritage Survey:

Aesthetic value\*

Criterion 1 It is significant in exhibiting particular aesthetic characteristic.

Historic value

Criterion 2 It is significant in the evolution or pattern of the history of the local district.

Research value

Criterion 3A: It has demonstrable potential to yield information that will contribute to an understanding of the natural or cultural history of the local district.

Criterion 3B: It is significant in demonstrating a high degree of technical innovation or achievement.

Social value

Criterion 4 It is significant through association with a community or cultural in Western Australia for social, cultural, education or spiritual reasons.

Degree of significance

Rarity

Criterion 5 It demonstrates rare, uncommon or endangered aspects of the cultural heritage of the local district.

Representativeness

Criterion 6 It is significant in demonstrating the characteristics of a class of cultural places or environments in the local district.

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\* For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. *A Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 2002.

Condition refers to the current state of the place in relation to each of the values for which the place has been assessed. Condition reflects the cumulative effects of management and environmental effects.

Integrity is a measure of the likely long-term viability or sustainability of the values identified, or the ability of the place to restore itself or be restored, and the time frame for any restorative process.

Authenticity refers to the extent to which the fabric is in its original state.

Substantiation of the heritage value of heritage places is the foundation for understanding a place and inclusion in the Local Heritage Survey. Almost every place in the review has been photographed, no historical research has been undertaken beyond the existing documentation, the information has been interpreted and formatted to the relevant place records, physically described from the photograph, cross referenced with other places, and documented in a place record, with references to the State Heritage Office database number, and arranged in alphabetical order as the primary index. When there is no documentary evidence it falls to the actual fabric of the place to represent the significance of that place.

There are 190 listings (place records) proposed in the Final Draft Local Heritage Survey 2019. The 190 places comprises 142 in the town and 48 in the district (numbered separately with a D). Some listings (place records) comprise more than one place such as the Narrogin Railway Group, Narrogin Regional Hospital Group, and Mackie Park. Of those 190 (place records) 17 places are State Registered Grade A (4 included in the Railway group) that form part of the proposed heritage List with Grade B places.

For each place deemed to be of heritage value, a level of significance and consequent grading is applied to determine the places that have a high level of significance for inclusion in the Shire of Narrogin's 2019 Heritage List that provides policies and the provisions of the Local Planning Scheme for future conservation.

The 2015 Inventory review undertaken by the Town of Narrogin determined that Grades A and B were relevant to the Town Planning Scheme (at that time), and Grade C had no implications. This review similarly recommends that Grades A and B places form the "Heritage List" that is relevant to the provisions of the Local Planning Policy.

The proposed Heritage Protection Areas are equivalent to a Grade B. Contributory levels of each place within a Heritage Protection Area determines the degree of significance and consequent intervention, conservation and/or development, in consideration of the impact within the context of the precinct. Design Guidelines will provide guidance for both the Shire of Narrogin and the owners of places within the Heritage Protection Areas.

The listed places recommended for the 2019 Heritage List are comprised of Grades A and B; Grade C has no implications:

Grade A A place of exceptional cultural heritage significance to Shire of Narrogin and the state of Western Australia, that is either in the Heritage Council of Western Australia's Register

of Heritage Places, or worthy of consideration for entry into the Register. Subject to policies and the provisions of the Local Planning Scheme.

Grade B A place of considerable cultural heritage significance to Shire of Narrogin that is worthy of recognition and protection through provisions of the Shire of Narrogin's Local Planning Policy. Subject to policies and the provisions of the Local Planning Scheme.

A Town Centre Precinct is proposed, it is identified in three street groups: Egerton Street Heritage Area, Federal Street Heritage Area and Fortune Street Heritage Area, together comprising the Town Centre Precinct. It is anticipated that each street group would have specific development guidelines under an overarching Policy for the Town Centre Precinct.

Within each of the street Heritage Protection Area (HPA), levels of contribution to the heritage area have been recommended. Some places make little or no contribution. The policy's intent is to ensure that that any development of those places of little or no significance would respect the higher level contributory places and the overall context of the HPA.

Grade C A place (including a site with no built remains) of some cultural heritage significance to Shire of Narrogin. No constraints, although retention of built places is encouraged.

Ascertaining Gradings is difficult where places have not been located or there is not any available documentary evidence. In such instances, including identifying residential homes that have not been "listed" previously, and for many district places that have not been located, a Grade C has been the default position.

Community consultation will be invaluable in providing local input to places and their histories to further build on the Local Heritage Survey.

Hereunder is the Local Heritage Survey list of places recognised at this final draft stage, for Shire of Narrogin consideration and community consultation. Listings in *Italics* are nominated places not previously listed. That includes places in the proposed Heritage Areas that likely would not be listed individually if not in a Heritage Area. Grade B Individual town additions 10 places; in Heritage Protection Areas 24 places; and, Grade C places in town-17 new listings, nothing added in the district.

Hereunder are the proposed places for the FINAL DRAFT Local Heritage Survey 2019 for review.

<b>Ref No</b>	<b>Place name</b>	<b>Address</b>	<b>Proposed Grade</b>
1	SITE 1 <sup>st</sup> Aerodrome/Golf Course	Bannister Road	C
2	SITE Carabin	Clayton Road	C
3	WESLEY Uniting Church & Hall	1-3 Doney Street	B
4	Coffee Palace (fmr)	2-4 Doney Street	B
5	<i>House</i>	<i>6 Doney Street</i>	C
6	Cornwall Hotel	12 Doney Street	B

**Shire of Narrogin**

**LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

7	<i>Conference Hall</i>	<i>Doney Street (opposite Garfield Street)</i>	C
8	<i>Shop and residence</i>	<i>Doney Street (nw cnr Garfield Street)</i>	B
9	SITE Empire Hall	Doney Street	C
10	SITE Chinese laundry	Doney Street	C
11	<i>House</i>	<i>36 Doney Street</i>	C
12	Golf Club	Earl Street	C
13	SITE Pottery works	Earl Street	C
14	SITE Moss Park	Earl Street	C
15	SITE Wayside Inn	Earl Street	C
16	Police Station & courthouse complex	Earl Street	C
17	Shire of Narrogin Office & Council	Earl Street	C
18	St Mathews Catholic Church	Earl Street	B
19	SITE Presbyterian Church	Earl Street (nw cnr Fathom Street)	C
<u>Egerton Street Heritage Area (HPA)</u>			
20	<i>Shop</i>	<i>13 Egerton Street</i>	B HPA
21	<i>Shop</i>	<i>17 Egerton Street</i>	B HPA
22	Bushalla's House (fmr) & shop	20 Egerton Street	B HPA
23	SITE Amusu (Bushalla's)	22 Egerton Street	B HPA
24	West Australian Bank (fmr)	21 Egerton Street	B HPA
25	<i>Shop</i>	<i>23 Egerton Street</i>	B HPA
26	<i>6 shops (1904)</i>	<i>28-32 Egerton Street</i>	B HPA
27	School Master House (fmr)	27 Egerton Street	B HPA
28	Soldiers Memorial Institute	29 Egerton Street	B HPA
29	<i>Ambulance Hall (fmr)</i>	<i>31 Egerton Street</i>	B HPA
30	Narrogin School (fmr)	33-37 Egerton (southwest cnr Earl Street)	A
31	Narrogin Railway Group	Fairway Street	A/B
	Railway Station		
	Railway foot bridge		
	Goods shed & loading platform		
	Pine Trees Fairway Street		
	SITE Original station (1888)		
	SITE Signal Cabin (site)		
	SITE Island platform (removed 1961)		
	SITE 1,000 gallon tank		
	SITE 25,000 gallon tank & stand		
	SITE Shell Depot		
	SITE Vacuum Oil Depot		



**Shire of Narrogin**

**LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

SITE Sale Yards loading platform

SITE Original Railway Institute. Fairway Street

SITE Reservoir on the creek holding 7 million gallons. Herald Street

SITE Train Men's Barracks. cnr Francis & Herald streets

32	SITE Gt Southern Roller Mill	Fairway Street	C
33	SITE Unemployed Mens Camp	Fairway Street	C
34	Residence (2 <sup>nd</sup> Vailima)	15 Falcon Street (southwest cnr Earl Street)	B
35	Methodist Manse (fmr)	49 Falcon Street	B
36	<i>Houses</i>	<i>57 Falcon Street (representing 53, 55, 57)</i>	C
37	SITE School house 1 <sup>st</sup>	26 Federal Street	C
38	<i>Mill factory</i>	<i>29 Federal Street</i>	C
39	SITE Town well	37 Federal Street	C

Federal Street Heritage Area (HPA)

40	Road Board Building (fmr)	43-47 Federal Street (east side)	B HPA
41	<i>2 shops</i>	<i>49-51 Federal Street (east side)</i>	B HPA
42	Horden Hotel	53-73 Federal Street (east side)	B HPA
43	Mackie Park & Memorial Clock, Ladies Rest Centre (fmr)	75 Federal Street	B HPA
44	<i>SITE National Hall</i>	<i>sw cnr Federal/Smith Sts (west side)</i>	B HPA
45	Duke of York Hotel	34 Federal Street (west side)	B HPA
46	Mardoc Building	38-48 Federal (west side)	B HPA
47	<i>Parry's (fmr)</i>	<i>50-54 Federal Street (west side)</i>	B HPA
48	<i>1 shop</i>	<i>56-58 Federal Street (west side)</i>	B HPA
49	<i>2 shops</i>	<i>60-64 Federal Street (west side)</i>	B HPA
50	<i>2 shops</i>	<i>66-70 Federal Street (west side)</i>	B HPA
51	Canberra Bakery (fmr)	72 Federal Street (west side)	B HPA
52	<i>2 shops</i>	<i>74 Federal Street (west side)</i>	B HPA
53	SITE Agricultural Hall	78 Federal Street (west side)	B HPA
54	Narrogin Town Hall	80 Federal Street (west side)	B HPA
55	Narrogin Lesser Hall (4 shops)	82 Federal Street (west side)	B HPA
56	Manning's Store (fmr) & palm trees	83 Federal St (cnr Fortune; rear Fairway)	B HPA
57	<i>2 story shops</i>	<i>88 Federal Street (west side)</i>	B HPA
58	<i>4 shops</i>	<i>100 Federal Street (west side)</i>	B HPA
59	Union Bank (fmr)	104 Federal Street (nw cnr Park Street)	B HPA
60	<i>Railway Institute (1959)</i>	<i>105 Federal Street (se cnr Park Street)</i>	B HPA
61	Anglican Church	106 Federal Street (sw cnr Park Street)	B HPA

**Shire of Narrogin****LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

62	<i>Residence</i>	110 Federal Street	C
63	Narrogin Club (fmr)	112 Federal Street	C
64	<i>Infant Health Clinic</i>	113 Federal Street	C
65	<i>Residence</i>	114 Federal Street	C
66	<i>Residence</i>	156 Federal Street	C
67	Butter factory Manager's (fmr)	172 Federal Street	A
68	Butter factory (fmr)	174 Federal Street	A
69	Railway Loco Sheds	175 Federal Street	A
70	Municipal Power House (fmr)	Forrest Street (northeast cnr Fairway Street)	B

Fortune Street Heritage Area (HPA)

71	AMP (fmr)	1 Fortune Street (sw cnr Fairway Street)	B HPA
72	<i>Shop</i>	8 Fortune (ne cnr Rowley Street)	B HPA
73	<i>Shop</i>	17 Fortune Street	B HPA
74	<i>2 shops /2 storey</i>	19 Fortune Street	B HPA
75	<i>TLE</i>	20 Fortune Street	B HPA
76	Observer Building	21 Fortune Street	B HPA
77	Post Office	22 Fortune Street	A/B HPA
78	<i>Shop</i>	23 Fortune Street	B HPA
79	National Bank	25 Fortune Street	A/B HPA
80	<i>Shop</i>	26 Fortune Street	B HPA
81	<i>2 shops</i>	28 Fortune Street	B HPA
82	Commonwealth Bank	29 Fortune Street	A/B HPA
83	Baptist Church (fmr)	31 Fortune Street	B HPA
84	Narrogin Trading Co (fmr)	32 Fortune Street	B HPA
85	<i>2 shops</i>	40 Fortune Street	B HPA
86	<i>Shop</i>	48 Fortune Street ( cnr Earl Street)	B HPA
87	Masonic Lodge	41 Fortune Street	B
88	Narrogin Club	45 Fortune Street	B
89	Convent (fmr)	59 Fortune Street	B
90	SITE ST Georges Baths	Fox Street	C
91	<i>7<sup>th</sup> Day Advent Church</i>	Furnival Street	C
92	<i>Scout Hall</i>	Furnival Street	C
93	<i>House</i>	16 Furnival Street (nw cnr Earl)	C
94	<i>House</i>	Earl Street (se cnr Furnival Street)	C
95	<i>House</i>	53 Furnival Street (se cnr Floreat Street)	C

**Shire of Narrogin****LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

96	Observer Print Office (fmr)	Glyde Street	C
97	SITE Doll factory	18 Glyde Street	C
98	4 Aboriginal Transitional houses	1552 Granite Street	C
99	SITE no. 25 Inland Aviation Fuel	Granite Road	C
100	Narrogin High School & Hostel	Gray Street	C
101	<i>Sheds</i>	<i>Gregory Street</i>	C
102	SITE Dodd's 1 <sup>st</sup> house	Gt Southern H'way	C
103	Railway House	2 Hale Street	A
104	Railway House	4 Hale Street	A
105	Railway House	6 Hale Street	A
106	Royal Hostel (fmr)	2 Hansard Street	B
107	Residence (Palmhaven)	9 Havelock Street	B
108	Residence (Wahroinga)	13 Havelock Street	B
109	Residence (Mrs Yeats)	14 Havelock Street	B
110	Residence (Ennis)	17 Havelock Street	B
111	Residence (1 <sup>st</sup> Vailima Hospital)	18 Havelock Street	B
112	Residence Fleay	31 Havelock Street	B
113	Residence	24 Homer Street	B
114	<i>Residence</i>	<i>25 Homer Street</i>	B
115	<i>Residence</i>	<i>27 Homer Street</i>	B
116	Residence (Carinya)	28 Homer Street	B
117	<i>Residence</i>	<i>29 Homer Street</i>	B
118	<i>Residence</i>	<i>36 Homer Street</i>	B
119	SITE Dr Mackies house	26 Johnston Street	C
120	<i>Church (Latter Day Saints)</i>	<i>66 Kipling Street</i>	C
121	SITE Newton House Gnarojin Park	Kipling Street	C
122	North East Precinct:		C
	SITE 1 <sup>st</sup> Aboriginal Townhouse	73 Fox Street	
	House	41 Kipling Street	
	House	53 Kipling Street	
	House	91 Kipling Street	
	House	6 Hillman Street	
	House	67 Northwood Street	
	House	77 Northwood Street	
123	Lutheran Church	33 Lock Street	C
124	MRD Migrant Camp (fmr)	Mokine Road	A
125	Railway Dam	Mokine Road	C

**Shire of Narrogin****LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

126	House (rectory)	9 Park Street (behind Anglican Church)	C
127	CWA Hall	12 Park Street	B
128	Forestry Cottage 724	5 Wald Street	C
129	War Memorial Park & Pavillion	Williams Road	A
130	Residence (Nurse Ness's Hospital)	6 Williams Road	B
131	Residence	8 Williams Road	B
132	Residence (Roseneath)	14 Williams Road	B
133	Residence *Dr Jacobs (cnr Glyde)	20 Williams Road	B
134	Residence (Lavater's)	23 Williams Road ( cnr 65 Fortune Street)	B
135	Residence	28 Williams Road	B
136	Residence	30 Williams Road	B
137	Residence	38 Williams Road	B
138	Narrogin Primary School	Williams Road	C
139	Narrogin Regional Hospital GROUP	Williams Road	A
140	SITE Old Chinaman's Garden	Williams Road	C
141	Town reservoir	Williams Road	C
142	SITE Experimental Farm	Williams Road	C

**District Places****BOUDAIN**

D1	SITE Boudain School	Yilliminning Road	C
D2	SITE Narrogin East Airfield	Yilliminning Road	C

**DRYANDRA**

<del>D3</del>	<del>Manager's house BN 382</del>	<del>CALM Dryandra</del>	<del>A</del> <b>DELETE: not in Shire of Narrogin</b>
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**GEERAYLING**

D4	Carnegie House	Williams Road	C
D5	SITE Geerlalying School	Manaring Road	C

**HIGHBURY**

D6	Highbury Hotel	Great Southern Highway	B
D7	Highbury General Store (2 <sup>nd</sup> )	Great Southern Highway	C
D8	SITE Highbury Sports Ground (2 <sup>nd</sup> )	Great Southern Highway	C
D9	Trecane House	Great Southern Highway	C
D10	SITE Highbury General Store (1st)	Great Southern Highway	C
D11	Highbury Hall	Burley & Wilson Street	B
D12	SITE Highbury School, Wolwolling School	Wilson Street	C
D13	SITE Highbury Sports Ground (orig)	Highbury East Road	C

**Shire of Narrogin****LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

D14	Browns House ruins	569 Morcombe Road	C
D15	Burley's Cottage ruin	Narrakine South Road	C
D16	SITE Forestry House	Forestry West Road	C
D17	Noalimba House	Warrens Road	C
D18	SITE Newmans sheep washpool	Narrakinie Gully Warrens Road	C
D19	SITE Mokine Spring Taylor's Soak	Chomley Road	C
D20	SITE Wolwolling House (original)	390 Weise Road	C
D21	Wolwolling House (stone)	414 Weise Road	C
D22	SITE Wolwolling Pool	Weise Road	C
<b>HIGHBURY EAST</b>			
D23	SITE Cootarring School/Jaloran School	Whinbin Rock Road	C
D24	SITE Gidding's Camp Oven	Whinbin Rock Road	C
D25	Sims grain silos	Rushy Pool Road	C
<b>HIGHBURY WEST</b>			
D26	John Warrens house dip	Highbury West Road	C
D27	Warrens Flat Rock Sheep dip	Highbury West Road	C
D28	Hurst's Sheep dip	Highbury West Road	C
<b>MINIGIN</b>			
D29	Rosedale House	Rosedale Road	C
D30	Minigin House	Clayton Road	C
D31	Narrogin West Airfield	Clayton Road	C
D32	SITE Minigin Airfield	Clayton Road	C
D33	SITE Minigin School	Clayton Road	C
<b>NARROGIN VALLEY</b>			
D34	Hotham River Bridge 0394	Wickepin Road	C
<b>NEBRIKINNING</b>			
D35	SITE Nebrikinning School	Nebrikinning Road	C
<b>NOMAN'S LAKE</b>			
D36	Nomans Lake Hall	Lake Road	C
D37	SITE Noman's Lake School	Lake Road	C
<b>OCKLEY</b>			
D38	SITE Wardering Lutheran Church & School	Lange Road	C
<b>RUSHY POOL</b>			
D39	SITE Rushy Pool Hall & School	Narrogin Valley Road	C
D40	SITE Muribin Pool stockyards & Oxley survey	Carmody Road	C
<b>WAINERING</b>			
D41	SITE Wainering School	Wickepin Road	C

## Shire of Narrogin

### LOCAL HERITAGE SURVEY 2019

FINAL DRAFT

D42	SITE Maylands House	Wickepin Road	C
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#### YILLIMINNING

D43	Balaling House	Yilliminning Road	C
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D44	Cranstoun House	Yilliminning Road	C
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D45	SITE original Race track	Yilliminning Road	C
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D46	SITE Yilliminning South School & Yilliminning Rock School	Yilliminning Road	C
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D47	SITE Yilliminning Hall	Lange Road	C
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D48	SITE Yilliminning School	Taylor Road	C
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#### HERITAGE LIST:

##### Grades A & B places and proposed Heritage Protection Areas (HPAs)

An important part of the recognition and understanding of cultural heritage significance of a place, is that some guidance is provided to the owners, managers and statutory authority, to respond to that assessed significance.

Grades have been determined relevant to the assessed level of significance for each place. Implications for each recommendation are also summarised. The Heritage List is subject to the provisions of the Local Planning Policy.

Within the Heritage List groups of places have been identified to be recognised as Heritage Protection Area with guidelines developed specific to those areas.

The following Heritage Protection Areas are proposed:

Town Centre Precinct comprising the identified places in Heritage Protection Areas (HPAs) separately identified in Egerton Street, Federal Street (with a group south of Federal Street to encompass the Railway Institute and Anglican Church, both on the southern corners of the Park Street intersection), and Fortune Street, encompassing those within overarching Town Centre Precinct would allow for some “heritage” control over development in Harris Street and Rowley Street.

Narrogin Railway Heritage (HPA) Protection Area is identified as comprising many sites, and several places are individually listed on the State Register. Further research to identify the curtilage (State Heritage Office has a defined curtilage in their Registration documentation), and the location of the sites to provide interpretation will be a positive outcome.

Groups and single residential places have also been identified as being of significance (some of lesser significance in Grade C list). It would be foresighted to develop special recognition for those places and the discrete identified areas, not particularly included on the heritage list with Local Planning Scheme provisions, but rather a special recognition to applaud the owners without putting restrictions on them, although assessing any developments to those properties would be preferred.

The Heritage List is comprised of:

**Grade A** A place of exceptional cultural heritage significance to Shire of Narrogin and the state of Western Australia, that is either in the Heritage Council of Western Australia's Register of Heritage Places (R) or worthy of consideration for entry into the Register.

A place worthy of recognition and protection through provisions of the Shire of Narrogin's Local Planning Scheme.

Planning application needs to be submitted to Shire of Narrogin for any proposed development. A Heritage Impact Statement may be required.

Planning application referred for heritage comment and background information for HCWA.

The development application needs to be submitted to Heritage Council (HCWA) for support for any proposed development, and Shire of Narrogin cannot approve contrary to HCWA recommendation.

**Recommend:** Maximum encouragement to owners to retain and conserve the place.  
Full consultation with property owner prior to listing.

**Grade B** A place of considerable cultural heritage significance to Shire of Narrogin that is worthy of recognition and protection through provisions of the Shire of Narrogin's Local Planning Scheme.

Planning application needs to be submitted to Shire of Narrogin for any proposed development.

Planning application referred for heritage comment.

**Recommend:** Retain and conserve the place.  
Document the place prior to any development; and, photographic archive report if retention is not possible.

**Residential Grade B** (*proposed*)

A residential place of considerable cultural heritage significance to Shire of Narrogin that is worthy of recognition BUT NOT NECESSARILY by means of the provisions of the Shire of Narrogin's Local Planning Scheme.

Planning application needs to be submitted to Shire of Narrogin for any proposed development.

Planning application referred for heritage comment.

**Recommend:** Retain and conserve the place.  
Document the place prior to any development; and, photographic archive report if retention is not possible.

**PROPOSED HERITAGE LIST**

<b>Ref No</b>	<b>Place name</b>	<b>Address</b>	
3	WESLEY Uniting Church & Hall	1-3 Doney Street	B
4	Coffee Palace (fmr)	2-4 Doney Street	B
6	Cornwall Hotel	12 Doney Street	B
8	Shop and residence	Doney Street (nw cnr Garfield Street)	B
18	St Mathews Catholic Church	Earl Street	B

<b>Egerton Street Heritage Area (HPA)</b>			<b>Level of Contribution to HPA</b>
20	Shop	13 Egerton Street	Little/moderate
21	Shop	17 Egerton Street	Little
22	Bushalla's House (fmr) & shop	20 Egerton Street	Considerable
23	SITE Amusu (Bushalla's)	22 Egerton Street	Site: none
24	West Australian Bank (fmr)	21 Egerton Street	Moderate/considerable
25	Shop	23 Egerton Street	Little
26	6 shops (1904)	28-32 Egerton Street	Little/moderate
27	School Master House (fmr)	27 Egerton Street	Moderate/considerable
28	Soldiers Memorial Institute	29 Egerton Street	Moderate/considerable
29	Ambulance Hall (fmr)	31 Egerton Street	Moderate

30	Narrogin School (fmr)	33-37 Egerton (southwest cnr Earl Street)	A
31	Narrogin Railway Group	Fairway Street	A (4)
34	Residence (2 <sup>nd</sup> Vailima)	15 Falcon Street	
35	Methodist Manse (fmr)	49 Falcon Street	

<b>Federal Street Heritage Area (HPA)</b>			<b>Level of Contribution to HPA</b>
40	Road Board Building (fmr)	43-47 Federal Street (E)	Moderate/considerable
41	2 shops	49-51 Federal Street (E)	Little/moderate
42	Horden Hotel	53-73 Federal Street (E)	Considerable
43	Mackie Park, Memorial Clock, Ladies Rest Centre	75 Federal St	Moderate
44	SITE National Hall	sw cnr Federal (W)	Site: none
45	Duke of York Hotel	34 Federal Street (W)	Moderate
46	Mardoc Building	38-48 Federal (W)	Considerable/exceptional
47	Parry's (fmr)	50-54 Federal Street (W)	Moderate
48	1 shop	56-58 Federal Street (W)	Moderate
49	2 shops	60-64 Federal Street (W)	Little
50	2 shops	66-70 Federal Street (W)	Moderate
51	Canberra Bakery (fmr)	72 Federal Street (W)	Moderate/considerable
52	2 shops	74 Federal Street (W)	Little
53	SITE Agricultural Hall	78 Federal Street (W)	Site: none



54	Narrogin Town Hall	80 Federal Street (W)	exceptional
55	Narrogin Lesser Hall (4 shops)	82 Federal Street (W)	Moderate/considerable
56	Manning's Store (fmr) & palm trees	83 Federal St (cnr Fortune)	Considerable
57	2 story shops	88 Federal Street (W)	Moderate
58	4 shops	100 Federal Street (W)	Little/Moderate
59	Union Bank (fmr)	104 Federal Street (nw cnr)	Considerable
60	Railway Institute (1959)	105 Federal Street (se cnr)	Moderate/considerable
61	Anglican Church	106 Federal Street (sw cnr)	Moderate/considerable

67	Butter factory Manager's (fmr)	172 Federal Street	A
68	Butter factory (fmr)	174 Federal Street	A
69	Railway Loco Sheds	175 Federal Street	A
70	Municipal Power House (fmr)	Forrest Street	

Fortune Street Heritage Area (HPA)		Level of Contribution to HPA	
71	AMP (fmr)	1 Fortune Street (Fairway)	Considerable/exceptional
72	Shop	8 Fortune cnr Rowley St)	Little
73	Shop	17 Fortune Street	Moderate
74	2 shops /2 storey	19 Fortune Street	Little
75	TLE	20 Fortune Street	Little/no
76	Observer Building	21 Fortune Street	Moderate/considerable
77	Post Office	22 Fortune Street	A Considerable
78	Shop	23 Fortune Street	Little/no
79	National Bank	25 Fortune Street	A Considerable
80	Shop	26 Fortune Street	Moderate/considerable
81	2 shops	28 Fortune Street	Little/Moderate
82	Commonwealth Bank	29 Fortune Street	A Considerable/exceptional
83	Baptist Church (fmr)	31 Fortune Street	Considerable
84	Narrogin Trading Co (fmr)	32 Fortune Street	Considerable
85	2 shops	40 Fortune Street	Little/Moderate
86	Shop	48 Fortune Street ( cnr Earl)	Little/Moderate

87	Masonic Lodge	41 Fortune Street	
88	Narrogin Club	45 Fortune Street	
89	Convent (fmr)	59 Fortune Street	
103	Railway House	2 Hale Street	A
104	Railway House	4 Hale Street	A
105	Railway House	6 Hale Street	A
106	Royal Hostel (fmr)	2 Hansard Street	
107	Residence (Palmhaven)	9 Havelock Street	

**Shire of Narrogin****LOCAL HERITAGE SURVEY 2019**

FINAL DRAFT

108	Residence (Wahroinga)	13 Havelock Street	
109	Residence (Mrs Yeats)	14 Havelock Street	
110	Residence (Ennis)	17 Havelock StreetB	
111	Residence (1 <sup>st</sup> Vailima Hospital)	18 Havelock Street	
112	Residence Fleay	31 Havelock Street	
113	Residence	24 Homer Street	
114	Residence	25 Homer Street	
115	Residence	27 Homer Street	
116	Residence (Carinya)	28 Homer Street	
117	Residence	29 Homer Street	
118	Residence	36 Homer Street	
124	MRD Migrant Camp (fmr)	Mokine Road	A
127	CWA Hall	12 Park Street	
129	War Memorial Park & Pavillion	Williams Road	A
130	Residence (Nurse Ness's Hospital)	6 Williams Road	
131	Residence	8 Williams Road	
132	Residence (Roseneath)	14 Williams Road	
133	Residence *Dr Jacobs (cnr Glyde)	20 Williams Road	
134	Residence (Lavater's)	23 Williams Road ( cnr 65 Fortune Street)	
135	Residence	28 Williams Road	
136	Residence	30 Williams Road	
137	Residence	38 Williams Road	
139	Narrogin Regional Hospital GROUP	Williams Road	A

**District Places****DRYANDRA**

~~D3 Manager's house BN 382 CALM Dryandra A~~

**HIGHBURY**

D6	Highbury Hotel	Great Southern Highway	
D11	Highbury Hall	Burley & Wilson Street	

**GRADE C PLACES AND SITES**

1	SITE 1 <sup>st</sup> Aerodrome/Golf Course	Bannister Road
2	SITE Carabin	Clayton Road
5	House	6 Doney Street
7	Conference Hall	Doney Street (opposite Garfield Street)
9	SITE Empire Hall	Doney Street
10	SITE Chinese laundry	Doney Street
11	House	36 Doney Street
12	Golf Club	Earl Street
13	SITE Pottery works	Earl Street
14	SITE Moss Park	Earl Street
15	SITE Wayside Inn	Earl Street
16	Police Station& courthouse complex	Earl Street
17	Shire of Narrogin Office & Council	Earl Street
19	SITE Presbyterian Church	Earl Street (nw cnr Fathom Street)
32	SITE Gt Southern Roller Mill	Fairway Street
33	SITE Unemployed Mens Camp	Fairway Street
36	Houses	57 Falcon Street (representing 53, 55, 57)
37	SITE School house 1 <sup>st</sup>	26 Federal Street
38	Mill factory	29 Federal Street
39	SITE Town well	37 Federal Street
62	Residence	110 Federal Street
63	Narrogin Club (fmr)	112 Federal Street
64	Infant Health Clinic	113 Federal Street
65	Residence	114 Federal Street
66	Residence	156 Federal Street
90	SITE ST Georges Baths	Fox Street
91	7 <sup>th</sup> Day Advent Church	Furnival Street
92	Scout Hall	Furnival Street
93	House	16 Furnival Street (nw cnr Earl)
94	House	Earl Street (se cnr Furnival Street)
95	House	53 Furnival Street (se cnr Floreat Street)
96	Observer Print Office (fmr)	Glyde Street
97	SITE Doll factory	18 Glyde Street
98	4 Aboriginal Transitional houses	1552 Granite Street

## Shire of Narrogin

### LOCAL HERITAGE SURVEY 2019

FINAL DRAFT

99	SITE no. 25 Inland Aviation Fuel	Granite Road
100	Narrogin High School & Hostel	Gray Street
101	Sheds	Gregory Street
102	SITE Dodd's 1 <sup>st</sup> house	Gt Southern H'way
119	SITE Dr Mackies house	26 Johnston Street
120	Church (Latter Day Saints)	66 Kipling Street
121	SITE Newton House Gnarrogin Park	Kipling Street
122	North East Precinct:	
	SITE 1 <sup>st</sup> Aboriginal Townhouse	73 Fox Street
	House	41 Kipling Street
	House	53 Kipling Street
	House	91 Kipling Street
	House	6 Hillman Street
	House	67 Northwood Street
	House	77 Northwood Street
123	Lutheran Church	33 Lock Street
125	Railway Dam	Mokine Road
126	House (rectory)	9 Park Street (behind Anglican Church)
128	Forestry Cottage 724	5 Wald Street
138	Narrogin Primary School	Williams Road
140	SITE Old Chinaman's Garden	Williams Road
141	Town reservoir	Williams Road
142	SITE Experimental Farm	Williams Road

### District Places

#### **BOUDAIN**

D1	SITE Boudain School	Yilliminning Road
D2	SITE Narrogin East Airfield	Yilliminning Road

#### **GEERAYLING**

D4	Carnegie House	Williams Road
D5	SITE Geerlalying School	Manaring Road

#### **HIGHBURY**

D7	Highbury General Store (2 <sup>nd</sup> )	Great Southern Highway
D8	SITE Highbury Sports Ground (2 <sup>nd</sup> )	Great Southern Highway
D9	Trecane House	Great Southern Highway
D10	SITE Highbury General Store (1st)	Great Southern Highway
D12	SITE Highbury School, Wolwolling School	Wilson Street

## Shire of Narrogin

### LOCAL HERITAGE SURVEY 2019

FINAL DRAFT

D13	SITE Highbury Sports Ground (orig)	Highbury East Road
D14	Browns House ruins	569 Morcombe Road
D15	Burley's Cottage ruin	Narrakine South Road
D16	SITE Forestry House	Forestry West Road
D17	Noalimba House	Warrens Road
D18	SITE Newmans sheep washpool	Narrakinie Gully Warrens Road
D19	SITE Mokine Spring Taylor's Soak	Chomley Road
D20	SITE Wolwolling House (original)	390 Weise Road
D21	Wolwolling House (stone)	414 Weise Road
D22	SITE Wolwolling Pool	Weise Road

#### HIGHBURY EAST

D23	SITE Cootarring School/Jaloran School	Whinbin Rock Road
D24	SITE Gidding's Camp Oven	Whinbin Rock Road
D25	Sims grain silos	Rushy Pool Road

#### HIGHBURY WEST

D26	John Warrens house dip	Highbury West Road
D27	Warrens Flat Rock Sheep dip	Highbury West Road
D28	Hurst's Sheep dip	Highbury West Road

#### MINIGIN

D29	Rosedale House	Rosedale Road
D30	Minigin House	Clayton Road
D31	Narrogin West Airfield	Clayton Road
D32	SITE Minigin Airfield	Clayton Road
D33	SITE Minigin School	Clayton Road

#### NARROGIN VALLEY

D34	Hotham River Bridge 0394	Wickepin Road
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#### NEBRIKINNING

D35	SITE Nebrikinning School	Nebrikinning Road
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#### NOMAN'S LAKE

D36	Nomans Lake Hall	Lake Road
D37	SITE Noman's Lake School	Lake Road

#### OCKLEY

D38	SITE Wardering Lutheran Church & School	Lange Road
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#### RUSHY POOL

D39	SITE Rushy Pool Hall & School	Narrogin Valley Road
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D40 SITE Muribin Pool stockyards & Oxley survey Carmody Road

**WAINERING**

D41 SITE Wainering School Wickepin Road

D42 SITE Maylands House Wickepin Road

**YILLIMINNING**

D43 Balaling House Yilliminning Road

D44 Cranstoun House Yilliminning Road

D45 SITE original Race track Yilliminning Road

D46 SITE Yilliminning South School & Yilliminning Rock School Yilliminning Road

D47 SITE Yilliminning Hall Lange Road

D48 SITE Yilliminning School Taylor Road

The 2019 Local Heritage Survey is review of the former Town of Narrogin's heritage inventory of town places, and the former Shire of Narrogin's heritage inventory of district places. The amalgamation of the heritage records in response to the 2016 formation of the current Shire of Narrogin.

The 2019 Local Heritage Survey reiterates the considerable significance of the rich heritage and history of Narrogin's town and districts, and will provide strategic guidance to conserve those places of assessed as having a high level of cultural significance.

## **PLACE RECORDS**

Town places numbered 1-142

District places numbered D1-D48

The place records are presented as numbered in order with town places in street alphabetical order and then district places in alphabetical order of the districts.

There are some gaps that can hopefully be filled with the community consultation and active interest and input, and, a guide to be able to identify the places that were not able to be located, particularly in the district, despite two days of driving.

## 10.1.2 SHIRE OF NARROGIN DRAFT COMMUNITY ENGAGEMENT POLICY

File Reference	26.3.4
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	18 June 2019
Author	Susan Guy – Manager Community Leisure & Culture
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
Attachments	1. Shire of Narrogin Draft Community Engagement Policy

### Summary

Council is requested to consider the Shire of Narrogin Draft Community Engagement Policy for the purpose of seeking public comment for a period of 30 days, with any submissions received being referred to Council for final consideration.

### Background

The Shire does not have a current Community Engagement Policy.

In 2010, the Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia (WA) as part of the State Government's Local Government Reform Program. In 2018, the Department of Local Government, Sport and Cultural Industries (DLGSCI) gave the following overview of the IPR:

*“Integrated planning and reporting gives local governments a framework for establishing local priorities and to link this information to operational functions. Three major parties are involved in the development of an integrated plan: the local government administration, the Council and the community. Each party has a unique role and responsibilities for effective and sustainable integrated planning and reporting, with the Local Government (Administration) Regulations 1996 requiring each local government to adopt a Strategic Community Plan and a Corporate Business Plan.*

*The Framework:*

- recognises that planning for a local government is holistic in nature and driven by the community*
- builds organisational and resource capability to meet community need*
- optimises success by understanding the integration and interdependencies between the components, and*



- *emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment.*

*The Framework and Guidelines provide a process to:*

- *ensure community input is explicitly and reliably generated*
- *provide the capacity for location-specific planning where appropriate*
- *update long term objectives with these inputs*
- *identify the resourcing required to deliver long-term objectives, and*
- *clearly convey long term financial implications and strategies.”*

See <https://www.dlgsc.wa.gov.au/localgovernment/strengthening/Pages/Integrated-Planning-and-Reporting.aspx>

In its 2016 Integrated Planning and Reporting Framework and Guidelines, the former Department of Local Government and Communities stated:

*“Community engagement plays a pivotal role in the IPR Framework. If the local government has an existing engagement plan, it is expected that this will be applied in preparing for their IPR engagement process. Otherwise, it is expected that local governments will prepare a community engagement plan specifically for their IPR. (p.45).”*

See:

[https://www.dlgsc.wa.gov.au/resources/publications/Publications/Integrated%20Planning%20and%20Reporting%20\(IPR\)%20-%20Framework%20and%20Guidelines/DLGC-IPR-Framework\\_and\\_Guidelines.pdf](https://www.dlgsc.wa.gov.au/resources/publications/Publications/Integrated%20Planning%20and%20Reporting%20(IPR)%20-%20Framework%20and%20Guidelines/DLGC-IPR-Framework_and_Guidelines.pdf)

## **Comment**

DLGSCI has defined community engagement as:

*“... the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to provide input that enhances decision making processes on issues that may impact on their well-being or interests. It can be used as a key method for local government to navigate community priorities. It encompasses the way in which local governments inform, consult, engage and empower activity by the community.”*

The International Association of Public Participation (IAP2) defines and sets out five levels of engagement (inform, consult, involve, collaborate, empower) in a Public Participation (IAP2) Public Participation Spectrum to describe the community's role in any engagement program. A complete description of the IAP2 Public Participation Spectrum can be found online at [www.iap2.org](http://www.iap2.org).

The Draft Community Engagement Policy outlines the purpose, principles and approach to community engagement to be taken by the Shire when engaging communities and stakeholders. The Policy is underpinned by some key principles set out in the Shire's Community Strategic Plan 2017-2027. These principles are to be observed in achieving the Shire's mission of providing leadership, direction and opportunities for the community. They are:

- respect the points of view of individuals and groups;
- build on existing community involvement; and
- encourage community leadership.

The draft Policy is also underpinned by the core values of IAP2 to be used in the development and implementation of public participation processes. The purpose of these core values is to help make better decisions which reflect the interests and concerns of potentially affected people and entities.

These are set out below:

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.

### **Statutory Environment**

Currently, local governments are required to engage with the community when creating their ten year Strategic Community Plan. The community must also be consulted on such matters as local laws, differential rates, planning and other matters and aspirations that are relevant to the diverse needs of individuals within a community.

It should be noted that a local government is also bound by the numerous provisions of legislation which provides minimum forms of engagement and advertising requirements.

### **Policy Implications**

Nil

### **Financial Implications**

Council will be required to consider the potential costs of encouraging and supporting a broader range of community engagement activities, methods and techniques as part of its annual budget process. Examples of engagement methods the Shire may use are outlined in a matrix within the Draft Community Engagement Policy. Delivery of community engagement beyond legally required levels will depend on the decision to be made (or project or service to be delivered), the community's interest to participate, the need for Council to understand the community's view, and the opportunity for the community to influence the decision.

Social media and advances generally in technology have made it easier and more cost-effective for governments to engage with their communities.

The former Department of Local Government and Communities has advised:

*“The engagement activities need to be suited to the local community and within the resources of the local government to undertake. Costly activities aren’t necessarily the best. Creativity and ingenuity can go a long way in enticing communities to participate. There are many examples of low cost but highly effective techniques being utilised in Western Australia and other jurisdictions.”*

[https://www.dlgsc.wa.gov.au/resources/publications/Publications/Integrated%20Planning%20and%20Reporting%20\(IPR\)%20-%20Framework%20and%20Guidelines/DLGC-IPR-Framework\\_and\\_Guidelines.pdf](https://www.dlgsc.wa.gov.au/resources/publications/Publications/Integrated%20Planning%20and%20Reporting%20(IPR)%20-%20Framework%20and%20Guidelines/DLGC-IPR-Framework_and_Guidelines.pdf)

## 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 Draft Community Engagement Policy, Council advertise the document for the purpose of seeking public comment for a minimum period of 30 days, with any submissions received being referred to Council for final consideration.

# Draft Shire of Narrogin Community Engagement Policy

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## Policy scope

This policy outlines the purpose, principles and approach to community engagement to be taken by the Shire of Narrogin when engaging communities and stakeholders.

The policy will be applied by all employees and consultants appointed by the Shire when engaging those affected by and interested in decisions to be made by Council.

## Policy statement

### 1. Purpose

The Shire of Narrogin is committed to providing opportunities for all members of the community to participate in civic decision-making processes.

The Shire recognises that the community is a source of knowledge and expertise, and this can be harnessed to help find solutions to local issues as well as complex Shire challenges.

Community engagement is a key part of our commitment to be a transparent and responsive organisation. Our objective is to make better decisions by giving a voice to communities and stakeholders on matters and topics that are of interest and important to them and to develop and encourage a culture which respects and welcomes community input.

### 2. Principles

The Shire of Narrogin's approach to community engagement is guided by the following principles:

#### 2.1 We clearly communicate why we are engaging and the community's role in the engagement.

From the outset, we articulate the purpose of our engagement and what will happen as a result of any information gathered. We explain what level of influence the community, stakeholders and Council have on the decision to be made, and any associated limitations or constraints. We consider the requirements for each project and its level of potential impact on the community to determine the required level and timing of engagement. We provide all information necessary so participants can make informed choices.

#### 2.2 We carefully consider who to engage.

Before we begin engaging, we identify communities and stakeholders who are directly involved, or likely to be affected by the project. On major projects that set a direction or define a position for the Shire, we encourage broad community participation to ensure that a diverse range of views and ideas are expressed and considered. We also consider barriers that prevent or deter people from participating in engagement activities and consider ways to minimise them.

#### 2.3 We explain the process.

We aim to be transparent, and make our decision-making process clear. We do this by explaining upfront the process to be undertaken, identifying where there is opportunity for the community and stakeholders to have input, and where the decision-points are.

Where possible, we build on the outcomes of previous engagement. If the engagement crosses over with a previous engagement process, we explain the outcomes, identify how they relate to the current process and why a new process is required.

# Draft Shire of Narrogin Community Engagement Policy

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## **2.4 We carefully consider how to engage and ensure our processes, venues and information are accessible.**

We recognise people engage with civic life in different ways depending on a number of factors, such as age, background and ability. We aim to be responsive to this broad spectrum of needs, and ensure there are multiple engagement methods in various settings, to achieve appropriate community participation.

We ensure our engagement is accessible by providing information in clear and easy to understand formats, or is available in alternative formats on request. Our engagement events and venues are designed to be accessible whenever practical and achievable.

## **2.5 We design our engagement to be engaging.**

The Shire of Narrogin is working to continuously improve how we engage, and design approaches that are creative, relevant and engaging. We are open to new and innovative engagement methodologies, and we are working on ways to tailor our approach to draw people into the process and maximise the reach and impact of our engagement.

## **2.6 We complement our engagement with high quality communication.**

We provide clear, comprehensive and accessible information, written in plain English, to stakeholders throughout the engagement process. Information about our engagement is on our website and through the Shire's usual communication channels.

## **2.7 We acknowledge contributions made during the engagement process and let participants know how their feedback was used in our decision-making.**

We are transparent with the community about how their participation was considered, by reporting back what we heard from contributors and how their input has been incorporated in decision making. We also share the results of engagement through our website and other mechanisms as appropriate.

We also advise contributors when the matter is to be considered by Council so they may attend Ordinary Council Meetings if they wish.

## **3. Approach**

### **3.1 When we engage**

The Shire will engage with the community when:

- Council resolves formally to engage.
- A decision or plan will substantially impact the community and there is some part of the decision or plan that is negotiable.
- Stakeholders or the community have expressed an interest, or could be interested in a decision or plan where there is a range of potential outcomes.
- Community input can enhance decision-making, project outcomes or future opportunities.
- There is legislation, policy or an agreement requiring community engagement or consultation.

# Draft Shire of Narrogin Community Engagement Policy

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## 3.2 How we engage

The level of engagement will vary depending on the nature and complexity of the project or decision and will be guided by the Shire of Narrogin community engagement principles as set out above in Section 2 of this Policy.

Consideration is given to matters like community and stakeholder interest, political sensitivity, opportunities for partnerships, the level of impact, legislative requirements, time and resource and budget constraints. These considerations will guide how and when in the life of a project or decision community engagement may offer the greatest benefit.

Quality community engagement is well planned and executed, inclusive and accessible to all members of the community.

At times Council will engage the community on issues that are of importance or interest to a specific part of the community. In this instance, engagement will be targeted towards this group.

The Shire's engagement approach has four stages to ensure we deliver a consistent approach to engagement activities. This includes: a process of planning (developing an engagement plan); doing (preparing and engaging); reporting (analysing information and providing updates on the engagement) and evaluating (both the process and outcomes).

The purpose of the engagement and the type of input that will assist with the decision to be made, is reflected in the way community engagement is planned and reported. We carefully consider aspects of both qualitative input (such as trends and thoughts) and quantitative input (such as number of participants) when designing engagement methods and reporting back what we heard.

The following matrix is used to assist in determining the most suitable approach, relative to the likely 'level of impact' of a project, plan, service or action. As highlighted by this matrix, there are four levels of engagement: Inform, Consult, Involve, and Collaborate. More than one level of engagement is generally required, as there is likely to be movement back and forth through the different levels as the engagement is implemented, except in the case of projects or issues with only a low level of impact of a localised nature or if there is a statutory requirement to consult (see 3.4).

# Draft Shire of Narrogin Community Engagement Policy

Expected level of impact	Criteria (one or more of the following)	Engagement approach generally taken	Level of engagement generally required	Examples of engagement methods the Shire may use
<p><b>High – Shire wide</b></p>	<p>High level of impact on all or a large part of the Shire of Narrogin.</p> <p>Any significant impact on attributes that are considered to be of high value to the whole of the Shire, such as the natural environment or heritage.</p> <p>Likely high level of interest across the Shire.</p> <p>Potential high impact on state or regional strategies or directions.</p>	<p>Early engagement with community and stakeholders.</p> <p>Involves a broad range of stakeholders and community members.</p> <p>Utilises a variety of engagement methods to give people who want to contribute, the opportunity to do so.</p> <p>Updates are provided to interested stakeholders and local community.</p> <p>Engagement plan developed in collaboration with the relevant departments and approved by the Chief Executive Officer. Budget allocated to deliver community engagement.</p> <p>Process is evaluated to assess the quality and overall effectiveness of the engagement and assist the Shire's commitment to continually improve our engagement practice.</p>	<p>Inform</p> <p>Consult</p> <p>Involve</p> <p>Collaborate</p>	<p>Mail drop</p> <p>Media Releases</p> <p>Narrogin Narrative</p> <p>Website</p> <p>Email</p> <p>Social Media</p> <p>Focus groups</p> <p>Workshops</p> <p>Working group</p> <p>Surveys</p> <p>Online tools on Have Your Say</p> <p>Face to face at engagement events</p> <p>Pop ups at community events and spaces</p> <p>Feedback and submission forms</p>

# Draft Shire of Narrogin Community Engagement Policy

Expected level of impact	Criteria (one or more of the following)	Engagement approach generally taken	Level of engagement generally required	Examples of engagement methods the Shire may use
<p><b>High – Local</b></p>	<p>High level of impact on a local area, small community or user group(s) of a specific facility or service.</p> <p>Significant change to any facility or service to the local community.</p> <p>Potential for a high degree of community interest at the local level.</p>	<p>May range from seeking comment on a proposal to involving the community and stakeholders in discussion on proposed options.</p> <p>Comprehensive information is made available to the community to enable informed input.</p> <p>Uses a combination of face to face and online engagement methods to encourage broad participation at different levels.</p> <p>Feedback is collated and made available to all stakeholders.</p> <p>Updates are provided to interested stakeholders and local community.</p>	<p>Inform</p> <p>Consult</p> <p>Involve</p>	<p>Mail drop</p> <p>Media Releases</p> <p>Narrogin Narrative</p> <p>Surveys</p> <p>Online tools on Have Your Say</p> <p>Face to face at engagement events</p> <p>Pop ups at community events and spaces</p> <p>Feedback and submission forms</p>



# Draft Shire of Narrogin Community Engagement Policy

Expected level of impact	Criteria (one or more of the following)	Engagement approach generally taken	Level of engagement generally required	Examples of engagement methods the Shire may use
<p><b>Low – Shire wide</b></p>	<p>Lower level of impact across the Shire.</p> <p>Level of interest among various communities or stakeholder groups.</p> <p>Potential for some, although not significant, impact on state or regional strategies or directions.</p>	<p>Approach may range from seeking comment on a proposal to involving the community and stakeholders in discussion and debate on proposed options.</p> <p>Ensures informed input through making comprehensive information available to the community.</p> <p>Uses a combination of face to face and online engagement methods to encourage broad participation at different levels.</p> <p>Feedback is collated and made available to all stakeholders.</p> <p>Updates are provided to interested stakeholders and local community.</p>	<p>Inform</p> <p>Consult</p> <p>Involve</p>	<p>Mail drop</p> <p>Media Releases</p> <p>Narrogin Narrative</p> <p>Website</p> <p>Email</p> <p>Social Media</p> <p>Surveys</p> <p>Online tools on Have Your Say</p> <p>Face to face at engagement events</p> <p>Pop ups at community events and spaces</p> <p>Feedback and submission forms</p>

# Draft Shire of Narrogin Community Engagement Policy

Expected level of impact	Criteria (one or more of the following)	Engagement approach generally taken	Level of engagement generally required	Examples of engagement methods the Shire may use
<b>Low - Local</b>	<p>Lower level of impact on a local area, small community or user group of a specific facility or service.</p> <p>Only a small change to a facility or service at the local level.</p> <p>Low interest at the local or user group level.</p>	<p>Approach consists of advising the community or stakeholders of a situation or proposal or informing of a decision or direction.</p> <p>Communication strategy that provides high quality, accessible information to those affected by and interested in the change or decision.</p> <p>Communication channels relevant to the target audience are used.</p>	Inform	<p>Mail drop</p> <p>Media Releases</p> <p>Narrogin Narrative</p> <p>Website</p> <p>Email</p> <p>Signage</p> <p>Social media Advertising</p>

### 3.3 When it is not effective or appropriate to engage

It is neither effective nor appropriate for the Shire to engage when:

- A final decision has already been made by council or another agency.
- Council cannot influence a decision by another agency or party.
- The decision to be made concerns a minor operational matter with minimal impact on the community or stakeholders.
- Implementing a project or decision that has already been subject to engagement.
- There is insufficient time due to legislative or legal constraints, or urgent safety issues to be addressed.

In these events, the Shire will inform stakeholders why the decision has been made.

### 3.4 Statutory engagement

In some instances, the Shire of Narrogin is legally required to consult with the community. In these cases, the Shire will treat the prescribed level of community engagement as the minimum standard.

The most common instance of this is in relation to development applications and other planning proposals. For planning proposals, the Shire relies on its policies, adopted under the Planning and Development Act 2005, for guidance in regard to consultation and this will continue to be the basis on which the Shire engages with the community on planning matters.

Delivery of community engagement beyond legally required levels will depend on the decision to be made (or project or service to be delivered), the community's interest to participate, the need for Council to understand the community's view, and the opportunity for the community to influence the decision.

### 3.5 Holiday periods

The Shire will not commence an engagement process between the last Council meeting of the calendar year and the first Council meeting of the new-year, unless there is a legal requirement, Council direction or other unavoidable necessity to do so.

An additional 14 days will be added to any engagement period that falls between 15 December and 15 January and 7 days before and 7 days after Easter Sunday.

# Draft Shire of Narrogin Community Engagement Policy

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## Definitions and abbreviations

**Engagement** – The practice of actively bringing community voices into decisions that affect or interest them, using a range of methods.

**Consultation** – Seeking and receiving feedback or opinion, usually on a proposed plan or decision, e.g. seeking comment on a draft policy or concept.

**Community** – A general term for individuals and groups of people not part of an organised structure or group. They may be a community based on geography, or interest, or both, e.g. residents of Highbury, young people interested in skateboarding. The community is not restricted to ratepayers or residents of the Shire of Narrogin.

**Stakeholders** – People who are organised under the banner of a defined group or organisation, often providing representation to a broader group, e.g. Narrogin Chamber of Commerce, a local school or sporting group.

**Engagement tools/methods** – The things we use to activate community input, e.g. an invite for public comment, a workshop, an online survey, a community meeting.

**Level of engagement** – Refers to any one of five levels of engagement (inform, consult, involve, collaborate, empower) defined by the International Association of Public Participation (IAP2) Public Participation Spectrum to describe the community's role in any engagement programme. A complete description of the IAP2 Public Participation Spectrum can be found online at [www.iap2.org](http://www.iap2.org).

### 10.1.3 APPLICATION FOR PLANNING CONSENT - OVERSIZED OUTBUILDING (HEIGHT & FRONT SETBACK VARIATION) AT LOT 2 (NO. 7) NARRAKINE ROAD, NARROGIN

File Reference	A276600
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Mr L Kerrigan & Miss K L Kirby
Previous Item Numbers	Nil
Date	14 June 2019
Author	Eric Anderson – Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
<b>Attachments</b> 1. Application for Planning Consent 2. Site Plan 3. Floor Plans, elevations 4. Design Specifications	

#### Summary

Council is requested to consider the Application for Planning Consent for a proposed oversized outbuilding (height and front setback variation) at Lot 2 (No. 7) Narrakine Road, Narrogin. This report recommends that a height variation and a front setback variation be approved by Council subject to the conditions in the Officer's Recommendation.

#### Background

On 14 May 2019, the Shire of Narrogin received an Application for Planning Consent for a proposed outbuilding (height and front setback variation) at Lot 2 (No. 7) Narrakine Road, Narrogin. The proposed shed measures 15m in length, 8m in width and a wall height of 3.6m.

On 17 May 2019, the applicant was advised that the proposal would require a 73.3% front setback variation. Furthermore it was suggested that if the 3.4m setback from the limestone retaining wall at the rear of the property was reduced to 2m it would allow for a 3.4m primary setback (55.33% reduction).

On 20 May 2019, the applicant advised that the location for the proposed outbuilding had been selected and that:

*“We would really love to go ahead with the 2m setback from the front boundary, as that will maximise our available space and then the 3.4m that is before the limestone retaining wall can be used for a car parking space. If we swap these measurements around, we will lose that space at the front as we have a limestone retaining wall that goes down the side of our driveway (which we will not be able to use as a carpark)”.*

The proposed setback variation was advertised from 21 May 2019 to 4 June 2019 with letters being sent to the adjoining land owners. Upon the closure of advertising one (1) enquiry was received with no formal submissions being made.

## Comment

### Height Variation

Clause 3.4.9 a) iii) of the Former Town of Narrogin – Town Planning Scheme (FT-TPS) No. 2 states that:

*“Wall height of any outbuilding not to exceed 3.0 metres, this height limitation also applies to parapet walls; in the case of gable roof construction the maximum building height is not to exceed 4.0 metres”.*

The proposed outbuilding has a wall height of 3.6m and a gable height of 4.45m. On a site visit to the subject property undertaken by the Planning Officer and Executive Manager Development and Regulatory Services, it was noted that the finished floor level of the proposed shed is approximately 1m lower than the street level. It is also noted that there is a 1.5m high slatted fence at the front of the property which will further screen the outbuilding. Furthermore the existing fence is of similar colour to the proposed shale grey Colorbond outbuilding. Therefore it is the Officer’s recommendation that Council support the 0.6m variation in wall height and the 0.45m variation in gable height.

### Setback Variation

The subject property is zoned ‘single residential’ with a density coding of R12.5. Under State Planning Policy (SPP) 7.3 Residential Design Codes (formally SPP 3.1) the required setbacks for the property are 7.5m from the front boundary, 6m from the rear boundary and 1.5m from the side boundary. As such the proposal complies with the rear and side setbacks, with a variation of 73.33% being requested. It is noted that the existing house has a setback of 6.354m from Narrakine Road.

To maintain a cohesive street scape it is ideal to have outbuildings setback in-line with or behind the main dwelling. Furthermore C 2.1 iii) of the deemed-to-comply provisions of the Residential Design Codes states that primary setbacks can:

*“be reduced by up to 50 per cent provided that the area of any building, including carport or garage, intruding into the setback area is compensated for by at least an equal area of open space between the setback line and line drawn twice the setback distance”.*

This means that an additional 30m<sup>2</sup> of landscaping will be required between the setback line and twice the setback distance ie between 7.5m and 15m into the property. It is the Officer’s view that there is sufficient area on the lower level of the property (west side) and between the house and the proposed outbuilding. Therefore the Officer recommends that Council consider granting a 50% primary setback reduction and condition the provision of the required landscaping of 30m<sup>2</sup>.

## Statutory Environment

- Former Town of Narrogin Town Planning Scheme No 2
- Local Planning Policy D8 – Oversize Outbuildings

## Policy Implications

Nil

## Financial Implications

An Application for Planning Consent fee to the value of \$147 has been paid to the Shire of Narrogin.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome	3.4 A well maintained built environment
Strategy	3.4.1 Improve and maintain built environment

## Voting Requirements

Simple Majority

### OFFICERS' RECOMMENDATION

That, with respect to the Application for Planning Consent - Oversized Outbuilding (height and front setback variation) at Lot 2 (no. 7) Narrakine Road, Narrogin, Council approve the application subject to the following conditions:

- 1 The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
- 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 Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
- 4 All drainage run-off associated with the development shall be contained on site or connected to the Shire's storm water drainage system to the satisfaction of the Chief Executive Officer.
- 5 Additional landscaping of 30m<sup>2</sup> shall be provided and maintained for a minimum period of 2 years, to the satisfaction of the Chief Executive Officer.

- 6 The proposed outbuilding is for domestic purposes only and shall not be used for commercial or habitation purposes.
- 7 Construction of the outbuilding shall be kept clear from all service connections.
- 8 The building materials and colours used shall match existing buildings on the lot and are to be of non-reflective and muted tones ie not Zinalume.

# APPLICATION FOR PLANNING CONSENT



(FDRS005)

89 Earl Street  
PO Box 1145  
Narrogin WA 6312

(08) 9890 0900

www.narrogin.wa.gov.au  
enquiries@narrogin.wa.gov.au

CASHIER HOURS:  
8:30am – 4:30pm  
MONDAY - FRIDAY

## TOWN PLANNING SCHEME NO.2 DISTRICT SCHEME

Name of Applicant	LIAM KERRIGAN AND KATRINA KIRBY
Correspondence Address	7 NARRAKINE ROAD NARROGIN WA 6312
Applicant Phone Number	[REDACTED]
Applicant email	[REDACTED]

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of building a shed  
And/or
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Existing use of land	RESIDENTIAL
Approximate cost of proposed development	\$ 34,460.00
Estimated time of completion	TBA
No of persons to be housed / employed after completion	NA

### TITLES OFFICE DESCRIPTION OF LAND


#### LOCALITY PLAN

Lot No	House No	Street Name	Volume:	Folio:
Location No	Plan or Diag	Certificate of Title		

#### LOT DIMENSIONS

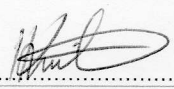
Site area	Square metres
Frontage	Metres
Depth	metres

#### AUTHORITY

Applicant's Signature .....  ..... Date 18/04/2019 .....

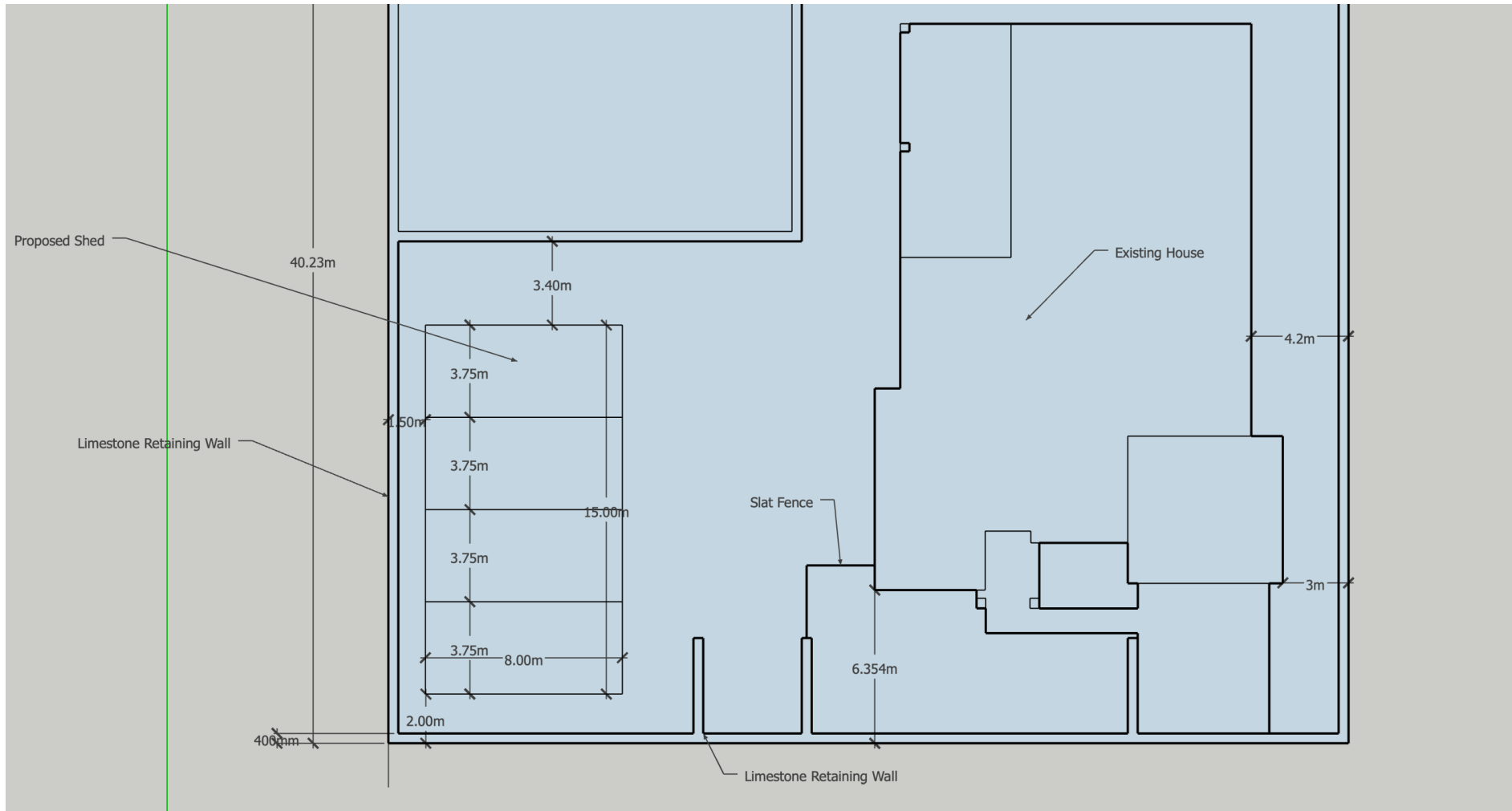
**NOTE: WHERE THE APPLICANT IS NOT THE OWNER, THE OWNER'S SIGNATURE IS REQUIRED.**

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

Owner's Signature .....  ..... Date 18/04/2019 .....

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





**GENERAL NOTES**

These documents show the general arrangement of the building and include some items not supplied (refer to the quotation for nomination of all items to be provided). All items not nominated therein shall be supplied and installed by others.

**DESIGN CRITERIA**

These building plans have been prepared to comply with the standards nominated in the engineer's letter. All plans are not to Scale.

The plans provided here are the latest at the time of print. Earlier plans provided may have become outdated due to engineering changes and should not be used. The plans and drawings are extensive and give all the information needed for a competent person to erect the building. The building is not designed to stand up by itself when it is partially complete. Consequently, construction bracing is critical during erection.

The owner has been requested to check off the BOM after the building delivery. You should check that you are able to locate all materials nominated in the BOM. You should also confirm that the length and size (including thickness), nominated in the BOM is what has been provided. Any missing items are the responsibility of the client once correct delivery has been confirmed as per Terms and Conditions of Sale.

**ADDITIONAL DOCUMENTATION TO BE SUPPLIED BY PURCHASER/OWNER**

The Purchaser/Owner is responsible for:

- \*Provision of Soils Report for the site and in the building area on which the building is to be erected
- \*Site/Drainage Plans
- \*Any other plans not covered by these engineering plans requested by the local Council or the authority

**BUILDING CONSTRUCTION REQUIREMENTS**

The Purchaser/Owner is to be ensured that all building construction is carried out in accordance with the Plans, the Construction Manual and the Bill of Materials (BOM).

**SLAB DETAILS - GENERAL**

- \* **The minimum size of Piers under the columns and End Wall Mullions are nominated on the Material Specifications Plan.** When the slab and piers are poured as one pour, the depth of the pier is to the bottom of the slab.
- \* Pier Reinforcement: for any piers over 1100mm, deformed bar to within 100mm of base and minimum 75mm top cover. Minimum side cover 75mm, maximum 100mm. Rod to be caged horizontally at least twice and at a maximum of 300mm spacing. Tie with a minimum of 6mm diameter cage tie. Where pier diameter is less than 450mm diameter, use 4 N12. For diameters equal to and over 450mm, use 4 N16.

**Concrete Slab**

- \* Footings and slabs, including internal and edge beams, must be founded on natural soil with a minimum allowable bearing capacity of 100kPa. Design covers soil classifications of A, S, M, H1 or H2 for a class 10 building.
- \* The footing designs have been calculated with adhesion values of 0kPa, 25kPa and 50kPa for clay soils and dense sand soils only.
- \* A site specific geotechnical investigation has not been performed. The builder will

- need to verify the soil type and conditions.
- \* Site conditions different to those specified require a modified design.
- \* Sub grade shall be excavated and compacted to a minimum of 100% standard dry density ratio and within 2% of the OMC to comply with AS2159.
- \* Designs are in accordance with AS 3600:2009
- \* All concrete to be in accordance with AS 3600:2009. Minimum 25 Mpa, with 80mm slump.
- \* Concrete should be cured for 7 days before commencing construction of the building.
- \* Refer to connection details.
- \* Saw construction joints to be 25mm deep x 5mm wide. Saw cuttings shall take place no later than 24 hours after pouring. Saw construction joints to be placed at a maximum spacing of 6.3m (in both the length and the span). Care should be taken to avoid construction cuts intersecting where any fixing to the slab is to be made.
- \* Sliding door extension NOT shown on plan. Refer to Slab Connection Details sheet, Layout and Construction Manual for size and location.
- \* Where columns or end wall mullions have been removed, piers are not required.
- \* End wall mullion spacing may move due to location of openings or doors. Check layout and component position plan, and relocate piers as required.
- \* The Slab Plan indicates those parts of the slab which are 50mm below main slab/piers.

**For Class A, S or M Sites**

- \* Slab thickness to be a minimum of 100mm with SL 72 mesh and 40mm top cover.

**For Class H1 or H2 Sites**

- \* Slab thickness to be a minimum of 100mm with SL 82 mesh and 40mm top cover.
- \* Edge beam 400mm deep x 300mm wide with Y12 3 bar Trench Mesh to the perimeter of the building.
- \* Thickening beams 400mm deep by 300mm wide with Y12 3 bar Trench Mesh at a max spacing of 6.2m.

**BRACING NOTES**

- \* Refer to Connection Details.
- \* Knee bracing clearance from FFL is X = Main Building: 2.401m.
- \* All Cross Bracing is achieved with 1.2mm Strap G450.
- \* Cross bracing is to be fixed taut and secured with 14.20 x 22 frame screws at each end, quantity as per connection details.
- \* Fly bracing to be fixed to the purlins/girts on all mid portal rafters, columns and end wall mullions. Fly bracing is to be fitted to every second purlin/girt, or, on every one, where the spacing between fly braces would exceed the maximum specified below for the relevant column/rafter size:

- C150 - maximum 1800mm spacing
- C200, C250 - maximum 2200mm spacing
- C300 - maximum 2800mm spacing
- C350 - maximum 2800mm spacing

- Initial measurement is from the haunch of the column/rafter, and from the rafter for any end wall mullions.
- \* Where windows/GSD are placed in any bay where cross bracing is shown, then
  - this can be replaced by moving the bracing to another bay OR
  - due to the bracing provided by the window jambs, where space permits, bracing should be placed under and over the window.
- \* All bracing strap ends to be located as close as practical to structural member's (columns, rafters, mullions) centerline.

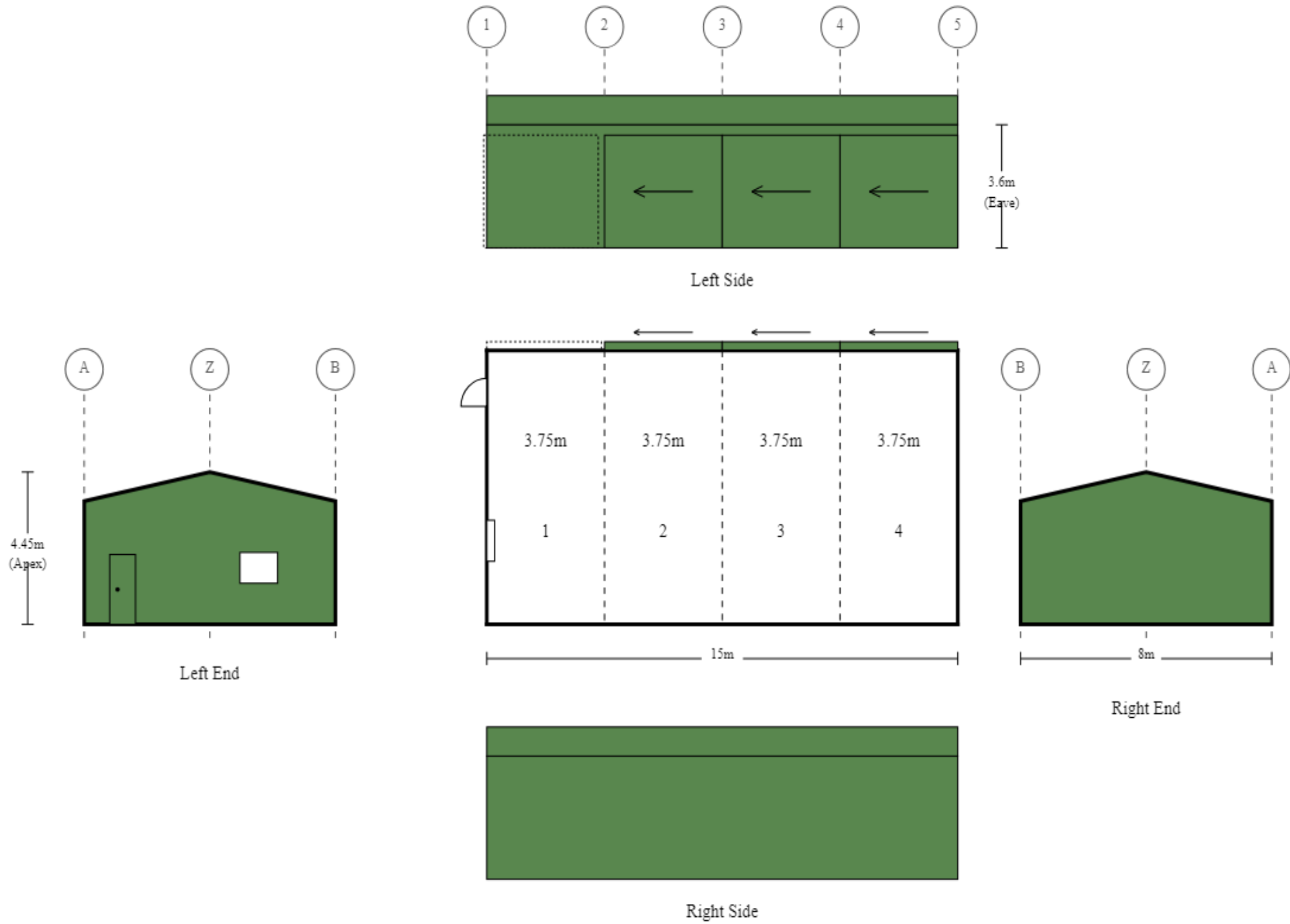
**BOLTS**

- \* Unless otherwise nominated, all bolts are grade 4.6
- \* All tensioned bolts shall be tensioned using the part turn method (refer to AS4100). For the erector, full details are in the construction manual.

**OTHER MATERIALS NOTES**

- \* All Sheeting, Flashing and framing screws are Climaseal 4.
- \* All purlin material has Z350 zinc coating with minimum strength of 450MPa.

Purchaser Name: Liam Kerrigan		<p><b>General Notes</b></p> <p>Page 1 of 1</p> <p>© Copyright Steelx IP Pty Ltd</p>	<p>Seller: Sheds n Homes Bunbury The Freedom Group of Companies Pty Ltd Phone: (08) 9721 2801 Fax: (08) 9721 2805 Email: paul.settatre@shedsnhomes.com.au</p>	<p>TNC ENGINEERING PTY LTD ACN: 610 855 260 ME Aust. (Registered NER Structural &amp; Civil) 2741240 QLD : RPEQ No. 13750; VIC : EC44684; TAS : CC6968; N.T : 225521ES; Practising Professional Structural &amp; Civil Engineer</p>
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Drawing # SBUN180030 - 2	Print Date: 19/02/19			



Purchaser Name: Liam Kerrigan

Site Address: 7 Narrakine Rd NARROGIN WA 6312 Australia

Drawing # SBUN180030 - 3

Print Date: 19/02/19

**Layout**  
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Practising Professional Structural & Civil Engineer

Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19

**MATERIAL SPECIFICATIONS**

For further information regarding the tabulated values shown, refer to the General Notes

**Building Dimensions**

Categories	Span	Length	Pitch	Height	Grid(s)	Portal(s)
Main Building	8	15	12	3.6	A - B	1 - 5

**Portal Frame Elements**

Grid / Portal Number		1	2	3	4	5
Columns	A	C15019	C20019	2C15019	2C15019	C15019
	B	C15019	C20019	C20019	C20019	C15019
Rafters	A - Apex	C15012	C15015	C15015	C15015	C15012
	Apex - B	C15012	C15015	C15015	C15015	C15012
End Wall Mullions	Z	C15015	-	-	-	C15015
Apex Braces	Apex	-	C15012 @ 2.4m	C15012 @ 2.4m	C15012 @ 2.4m	-
Knee Braces	A - Apex	-	C15012 @ 1.7m	C15012 @ 1.7m	C15012 @ 1.7m	-
	Apex - B	-	C15012 @ 1.7m	C15012 @ 1.7m	C15012 @ 1.7m	-

**Bay Section Elements**

Grid / Bay Number		1	2	3	4	Maximum
Bay Widths		3.75	3.75	3.75	3.75	
Roof Purlins	A - Apex	TH64075	TH64075	TH64075	TH64075	
	Apex - B	TH64075	TH64075	TH64075	TH64075	
Roof Purlin Spacing (End)	A - Apex	0.9	0.9	0.9	0.9	0.900
	Apex - B	0.9	0.9	0.9	0.9	0.900
Roof Purlin Spacing (Internal Spans)	A - Apex	1.12	1.12	1.12	1.12	1.200
	Apex - B	1.12	1.12	1.12	1.12	1.200
Eave Purlin	A	2C15012	2C15012	2C15012	2C15012	
	B	C10010	C10010	C10010	C10010	
Side Girts	A	TH64100	-	-	-	
	B	TH64100	TH64100	TH64100	TH64100	
Side Girts Spacing (End)	A	1.123	1.123	1.123	1.123	1.330
	B	1.123	1.123	1.123	1.123	1.330
Side Girts Spacing (Internal)	A	1.123	1.123	1.123	1.123	1.330
	B	1.123	1.123	1.123	1.123	1.330

**End Bay Section Elements**

Grid / Portal Number		1	5	Maximum
End Girts	A - Z	TH64100	TH64100	
	Z - B	TH64100	TH64100	
End Girts Spacing (End)	A - Z	1.123	1.123	1.330
	Z - B	1.123	1.123	1.330
End Girts Spacing (Internal)	A - Z	1.123	1.123	1.330
	Z - B	1.123	1.123	1.330
PA Door Header	A - Z	C10010	-	
	Z - B	-	-	
PA Door Jamb	A - Z	C10012	-	
	Z - B	-	-	

**Cladding Elements**

Category	Colour	Product
Roof Sheeting	ShaleGrey	CORODEK® steel 0.42 BMT (0.47TCT)
Roof Flashings	COLORBOND® steel	BlueScope 0.55 BMT
Wall Sheeting	ShaleGrey	CORODEK® steel 0.42 BMT (0.47TCT)
Wall Flashing	COLORBOND® steel	BlueScope 0.55 BMT

**Pier Sizes**

Adhesion (kPa)	Soil Description	Diameter (mm)	Depth - with Slab		
			BP1 (mm)	BP2 (mm)	BP3 (mm)
0	Sandy Soil	300	900	-	1400
		450	500	900	900
		600	450	600	600
25	Soft to Firm Clay	300	600	-	800
		450	500	800	800
		600	450	600	600

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Drawing # SBUN180030 - 4

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**Specification Sheet**

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Practising Professional Structural & Civil Engineer

Signature:  R. Nancarrow Date: 19/02/19

MATERIAL SPECIFICATIONS

For further information regarding the tabulated values shown, refer to the General Notes

Adhesion (kPa)	Soil Description	Diameter (mm)	Pier Sizes		
			BP1 (mm)	BP2 (mm)	BP3 (mm)
50	Stiff to Very Stiff Clay	300	600	-	800
		450	500	800	800
		600	450	600	600

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Print Date: 19/02/19

**Specification Sheet**

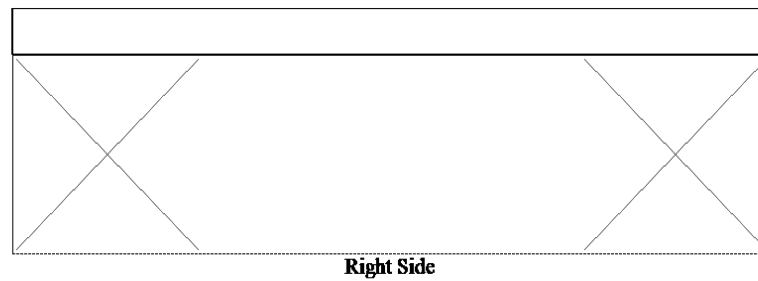
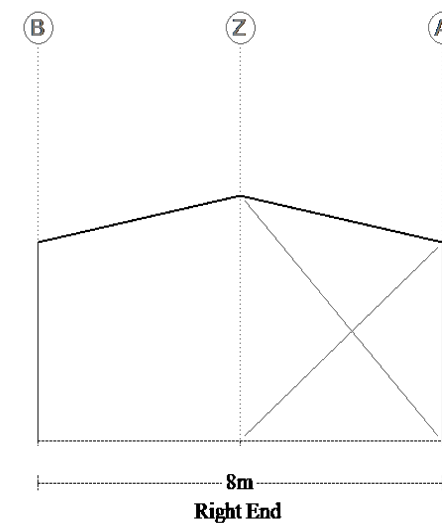
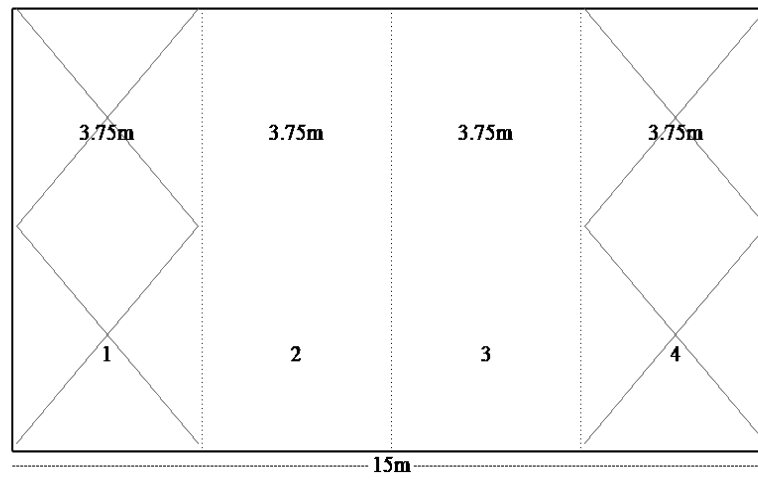
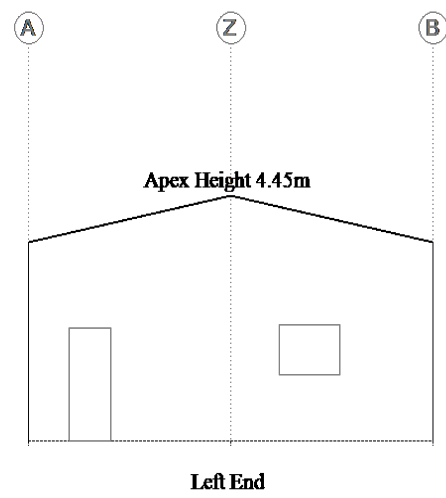
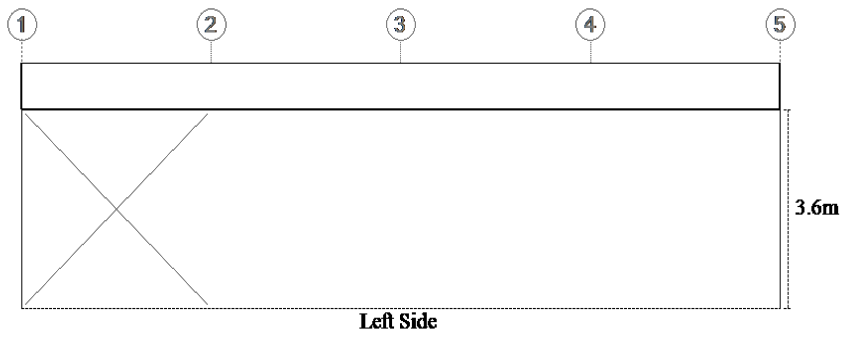
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Cross Bracing is achieved with 1.2mm Strap. Refer to Connection Details.



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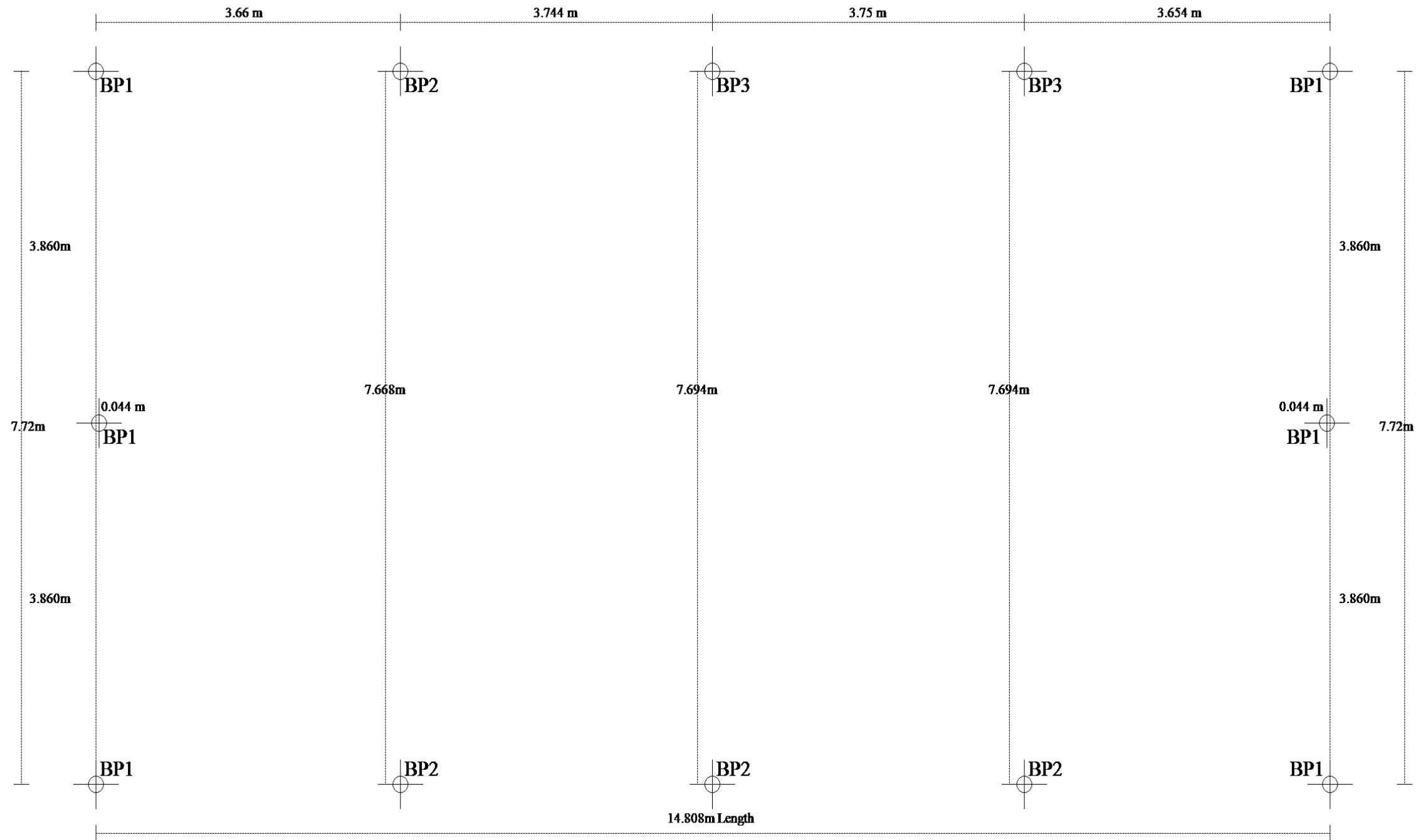
**Bracing**  
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These dimensions are provided as a guide only. It is the responsibility of the concreter to confirm that all dimensions are correct.  
 Refer to Material Specifications Plan for BP dimensions.



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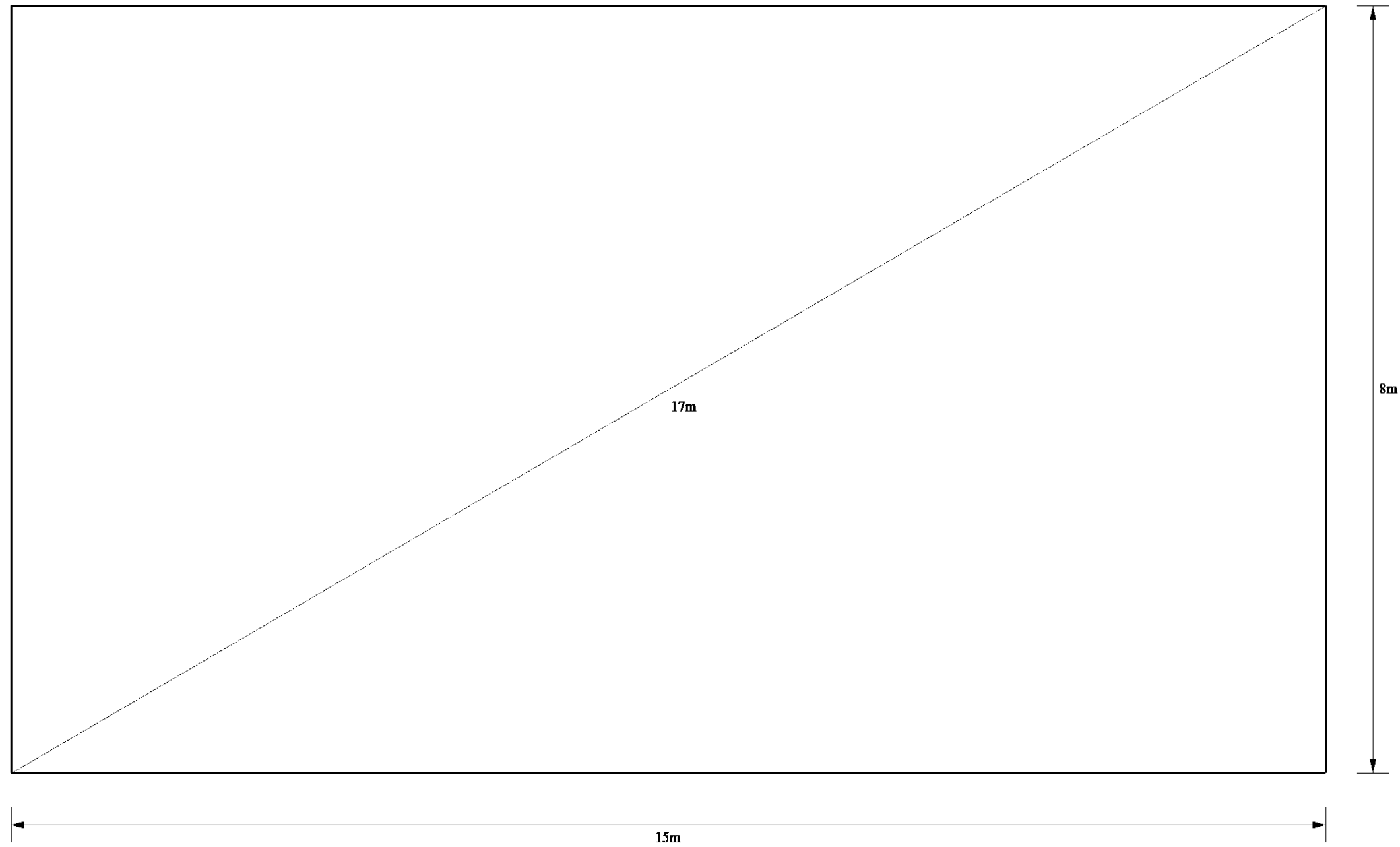
**Concrete Piers**  
**PIER MEASUREMENT ONLY**  
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Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19

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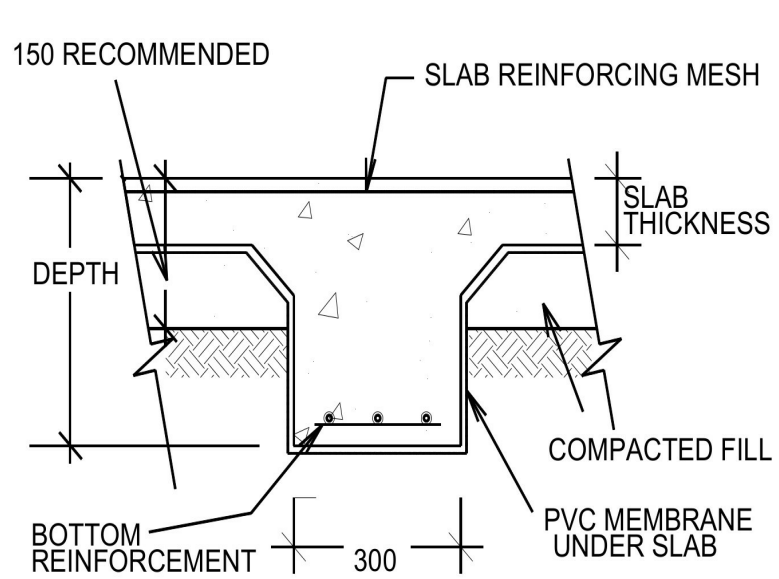
**Slab Dimensions**  
**Also refer to Concrete Piers Plan**  
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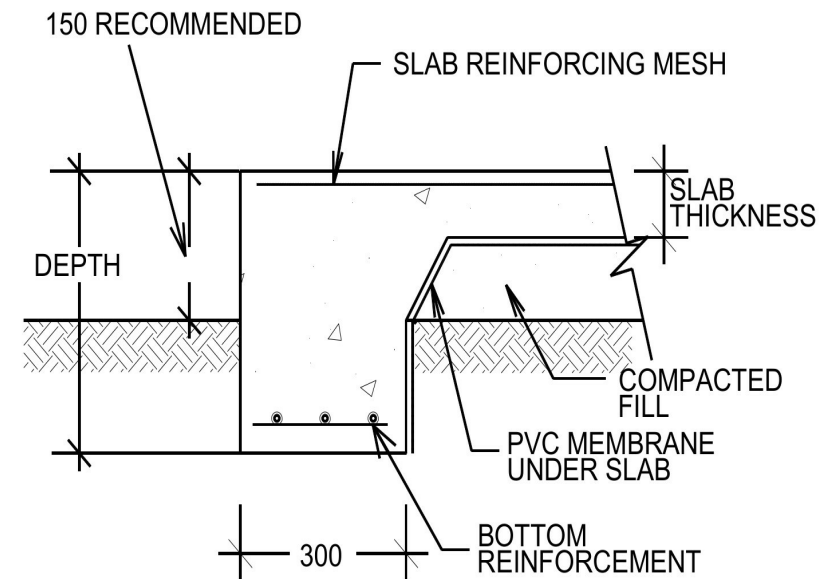
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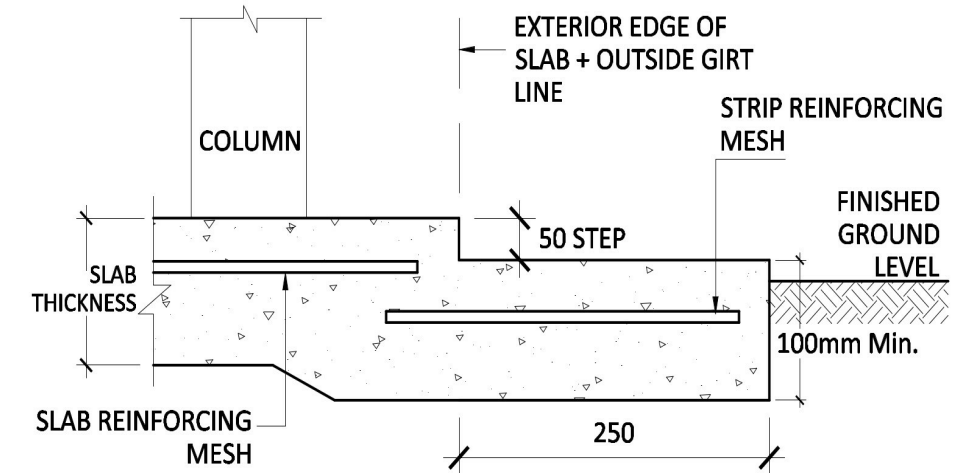




**INTERNAL BEAM**  
(H1 & H2 SOIL TYPE ONLY)

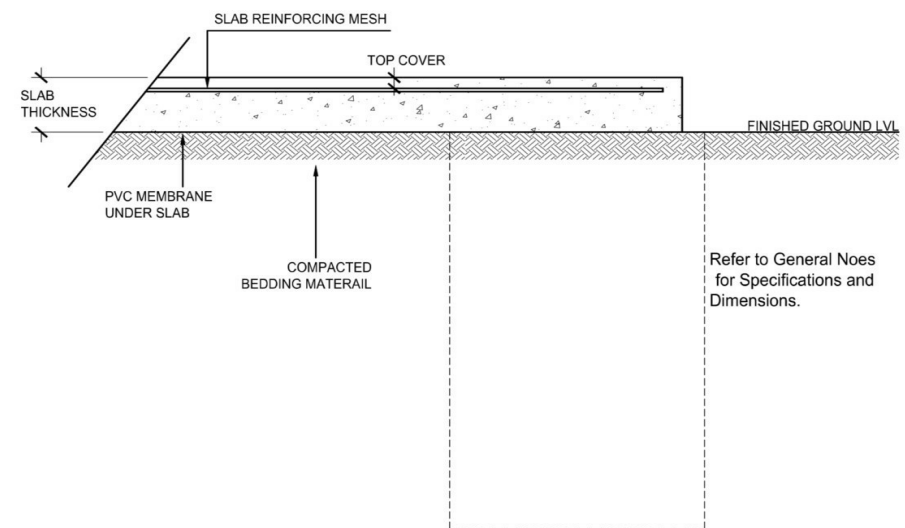


**PERIMETER BEAM**  
(H1 & H2 SOIL TYPE ONLY)

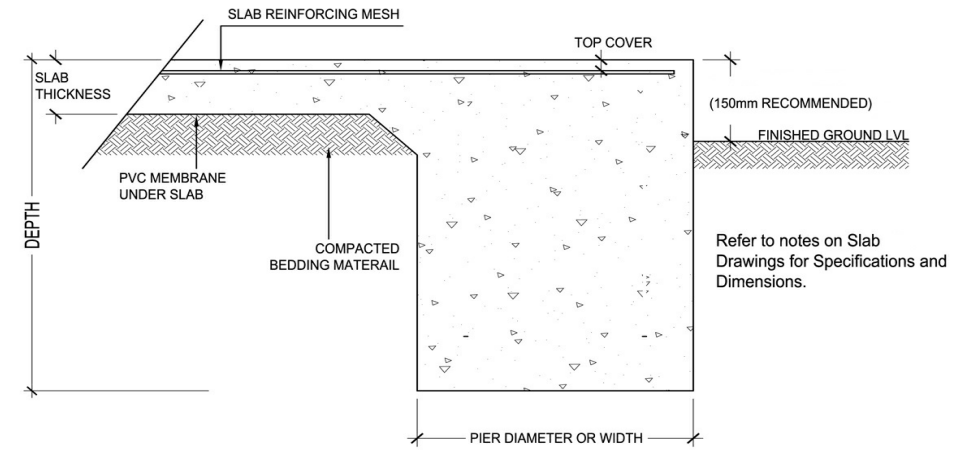


**CONCRETE SLAB EXTENSION FOR DOUBLE SLIDING DOORS**

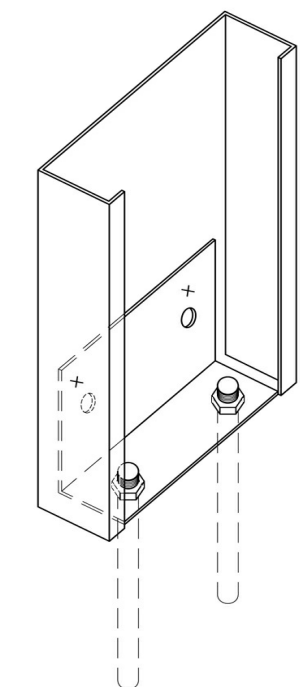
Refer to comments in General Notes and Slab/Piers Plan



**SLAB DETAIL BETWEEN PIERS**  
(Class A, S & M)



**SLAB AND PIER DETAIL**

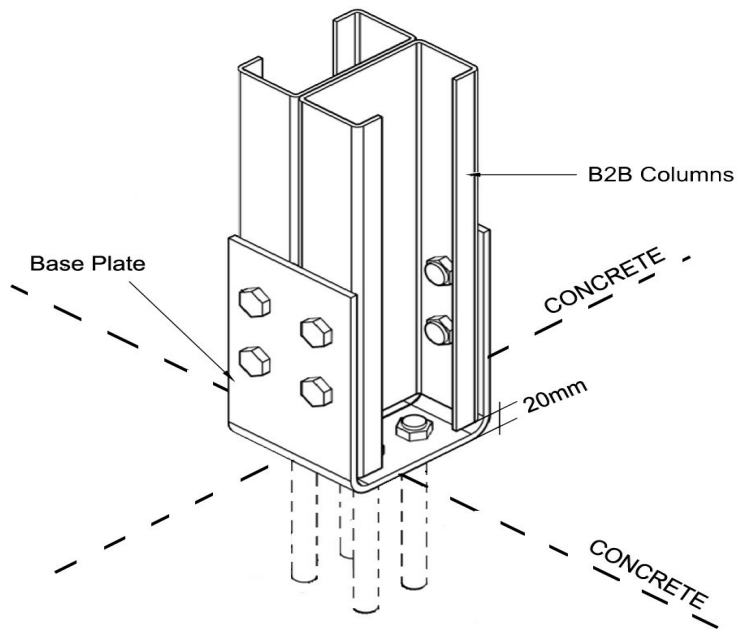


- × FIXING SCREWS - 2 of 14.20 x 22
  - FIXING BOLTS - 2 of M12 x 30
  - 2 of M12 x 160 STUD BOLT FOR CHEMICAL ANCHOR
- C150 MULLION BASE PLATE**

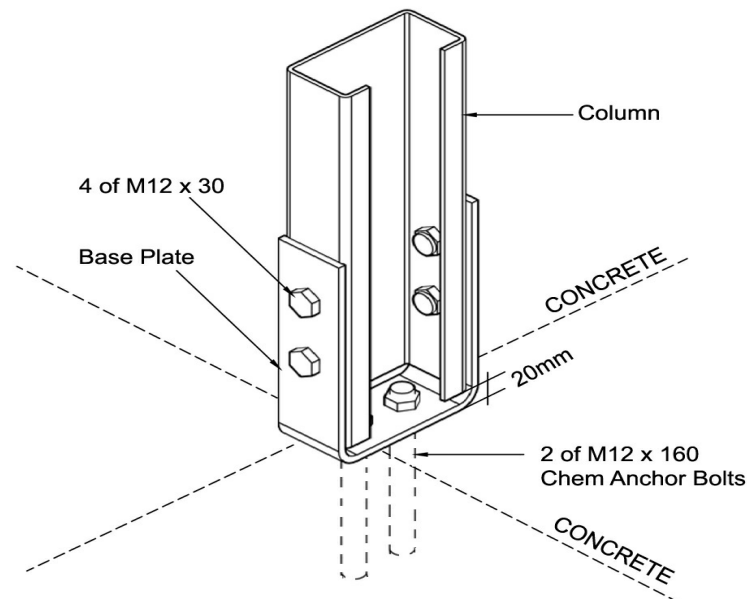
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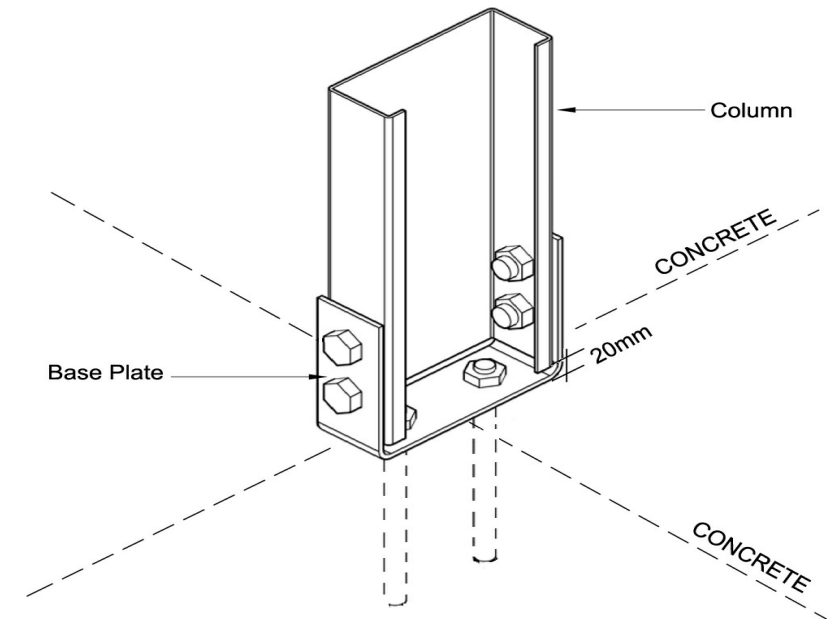
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<p>Signature: <i>R. Nancarrow</i> R. Nancarrow Date: 19/02/19</p>



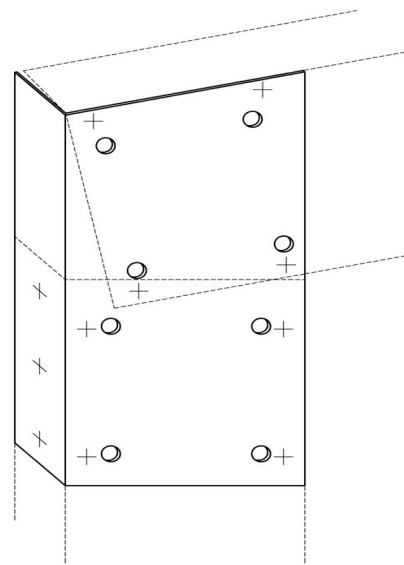
FIXING BOLTS - 8 of M12 x 30  
4 of M12 x 160 CHEM ANCHOR BOLTS  
2C150 COLUMN FIXING



FIXING BOLTS - 4 of M12 x 30  
2 of M12 x 160 CHEM ANCHOR BOLTS  
C150 COLUMN FIXING

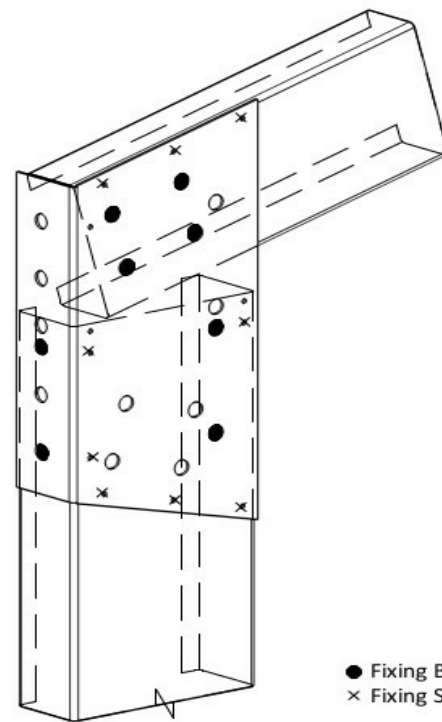


FIXING BOLTS - 4 of M12 x 30  
2 of M12 x 160 CHEM ANCHOR BOLTS  
C200 COLUMN FIXING



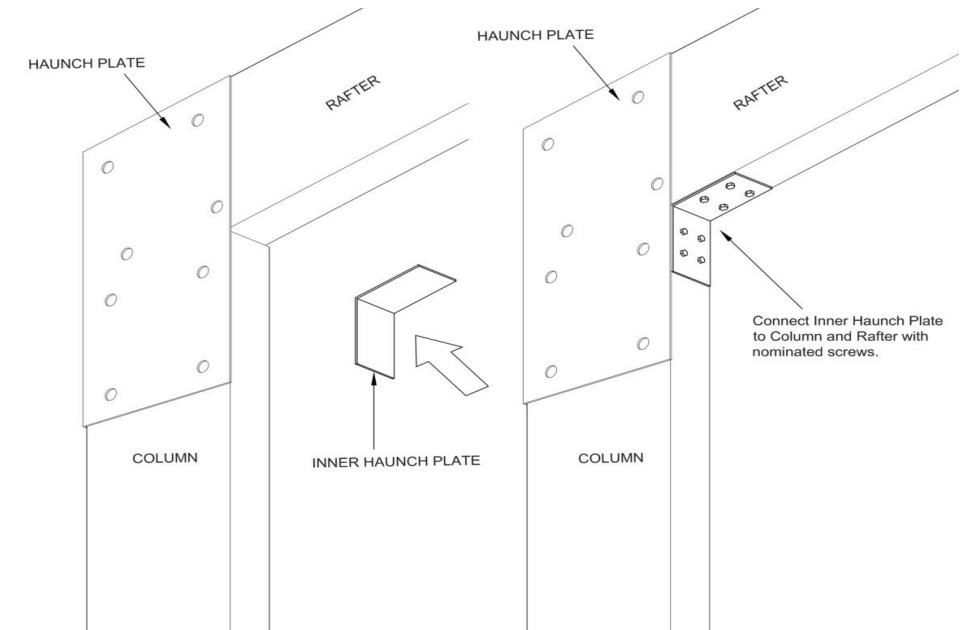
○ FIXING BOLTS - 8 of M12 x 30  
× FIXING SCREWS - 11 of 14.20 x 22

HAUNCH BRACKET - C150 (ENCLOSED END WALL)



● Fixing Bolts - 8 of M16 x 30  
× Fixing Screws - 9 of 14.20 x 22

UNIVERSAL HAUNCH BRACKET C200 - C150 12°



FIXING SCREWS - 8 of 14.20 x 22  
INNER HAUNCH BRACKET - SINGLE RAFTER  
(NOT REQUIRED WITH KNEE HAUNCH BRACKET)

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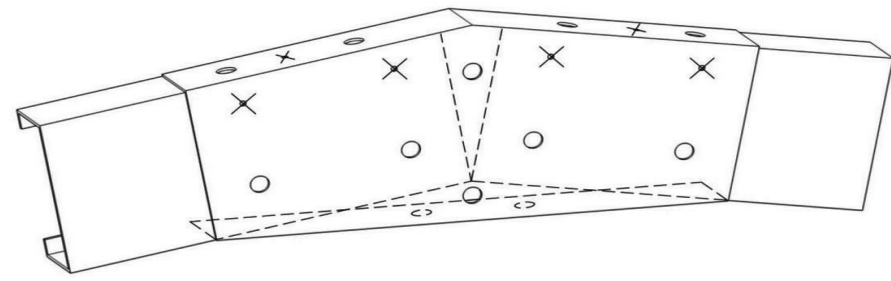
**Connection Details**

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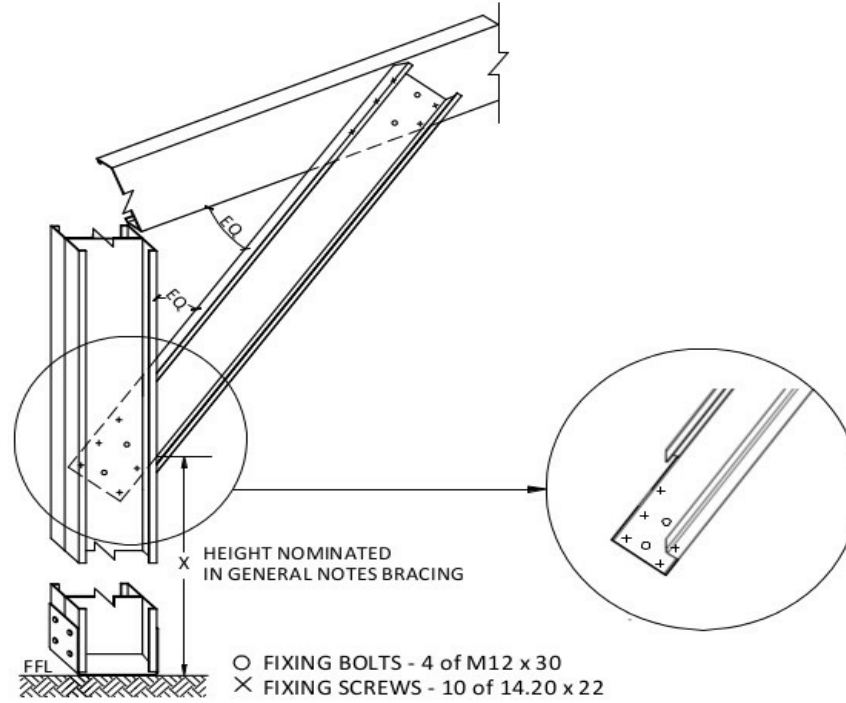
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Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19



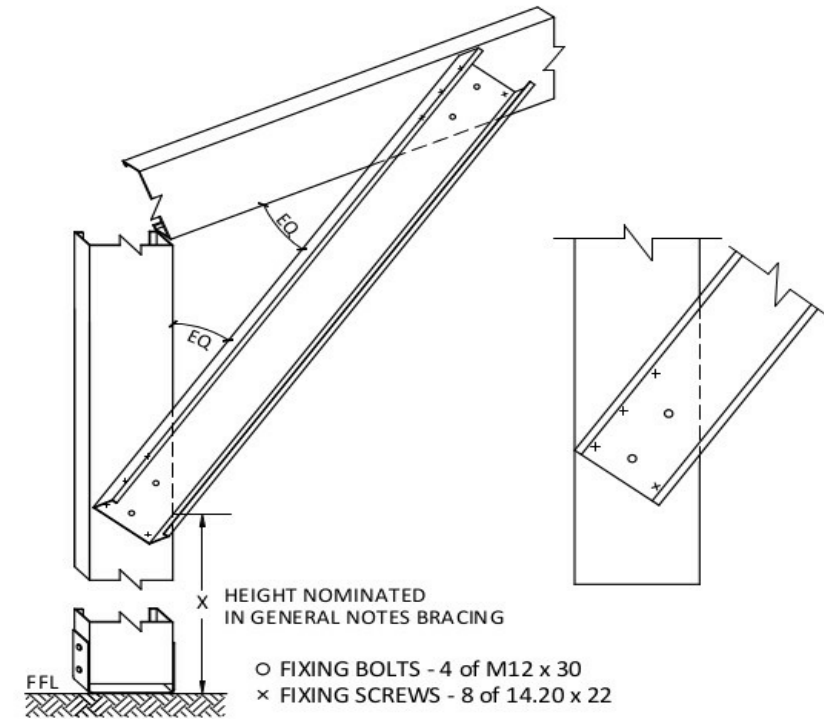
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- × FIXING SCREWS - 6 of 14.20 x 22

**APEX BRACKET C150, 12 deg**



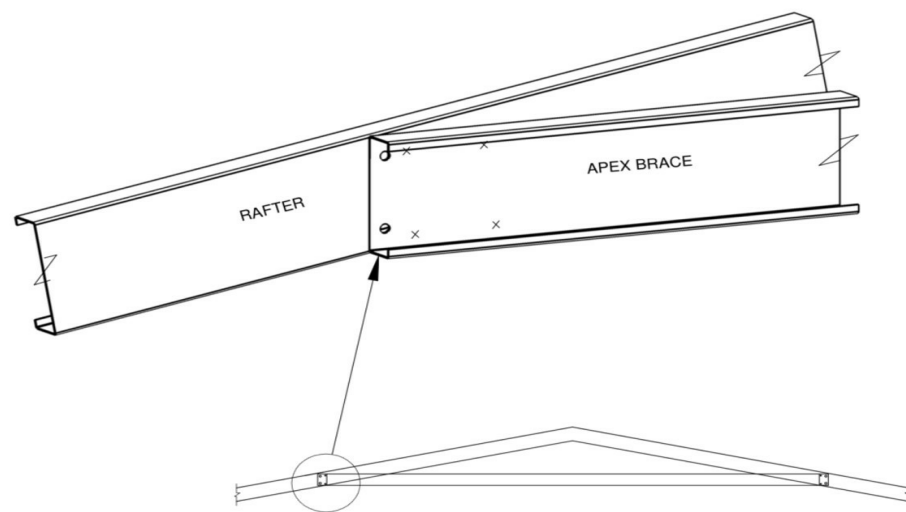
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- × FIXING SCREWS - 10 of 14.20 x 22

**KNEE BRACE FOR C150 COLUMN  
BACK TO BACK COLUMN - SINGLE RAFTER**



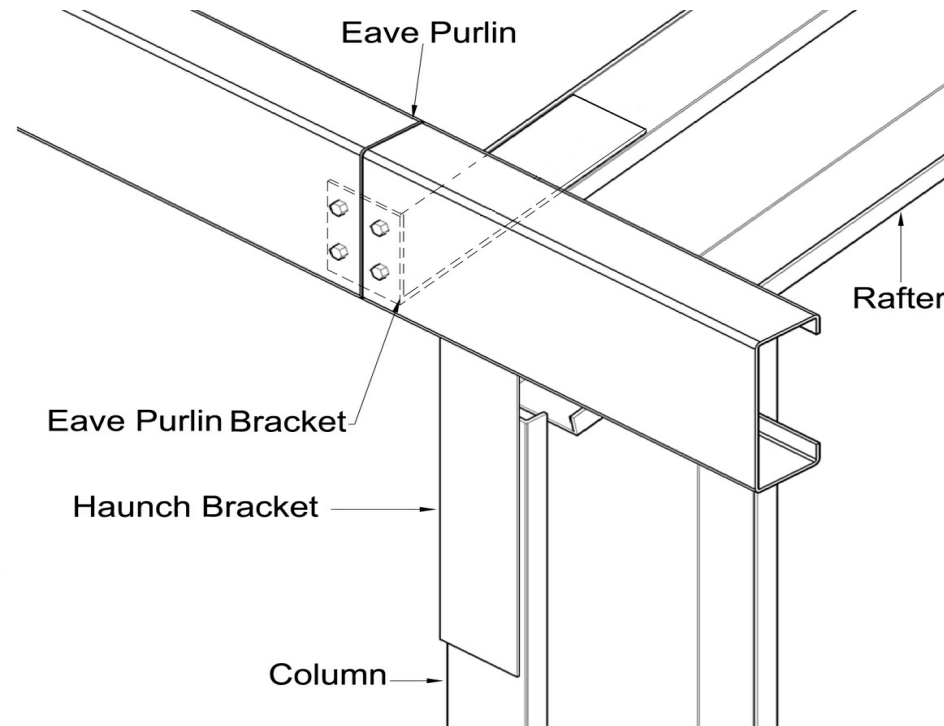
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- × FIXING SCREWS - 8 of 14.20 x 22

**KNEE BRACE FOR C200 SINGLE COLUMN - SINGLE RAFTER**



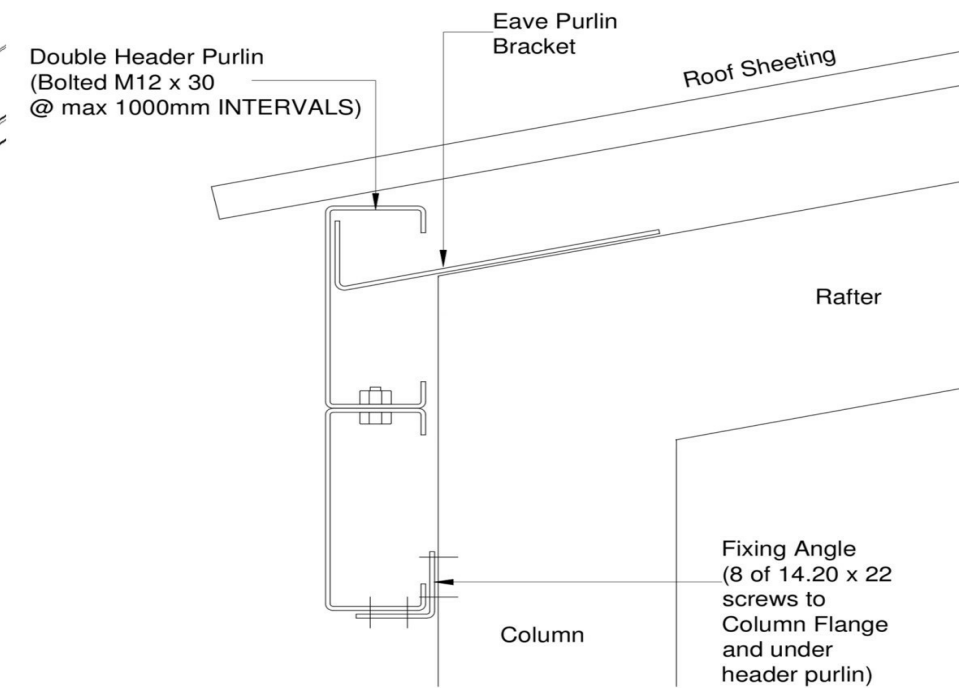
- FIXING BOLTS - 2 of M16 x 40
- × FIXING SCREWS - 4 of 14.20 x 22

**APEX BRACE FOR SINGLE RAFTER**



- Eave Purlin
- Rafter
- Eave Purlin Bracket
- Haunch Bracket
- Column

**FIXING SCREWS - 4 of 14.20 x 22  
EAVE PURLIN TO EAVE PURLIN BRACKET**



- Double Header Purlin  
(Bolted M12 x 30  
@ max 1000mm INTERVALS)
- Eave Purlin  
Bracket
- Roof Sheetting
- Rafter
- Column

- Fixing Angle  
(8 of 14.20 x 22  
screws to  
Column Flange  
and under  
header purlin)

**HEADER PURLIN CONNECTION - SLIDING DOOR**

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Drawing # SBUN180030 - 8

Print Date: 19/02/19

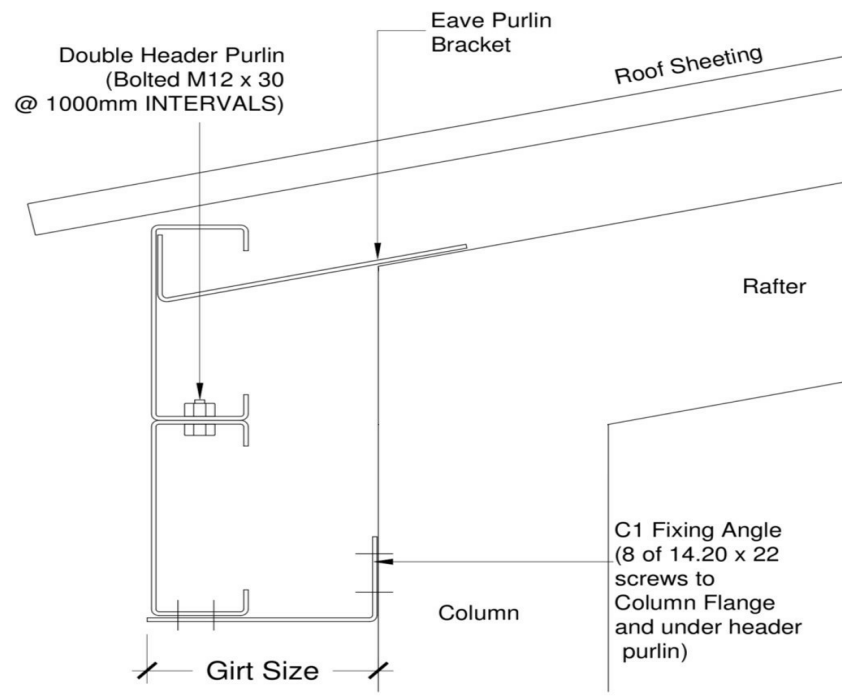
**Connection Details**

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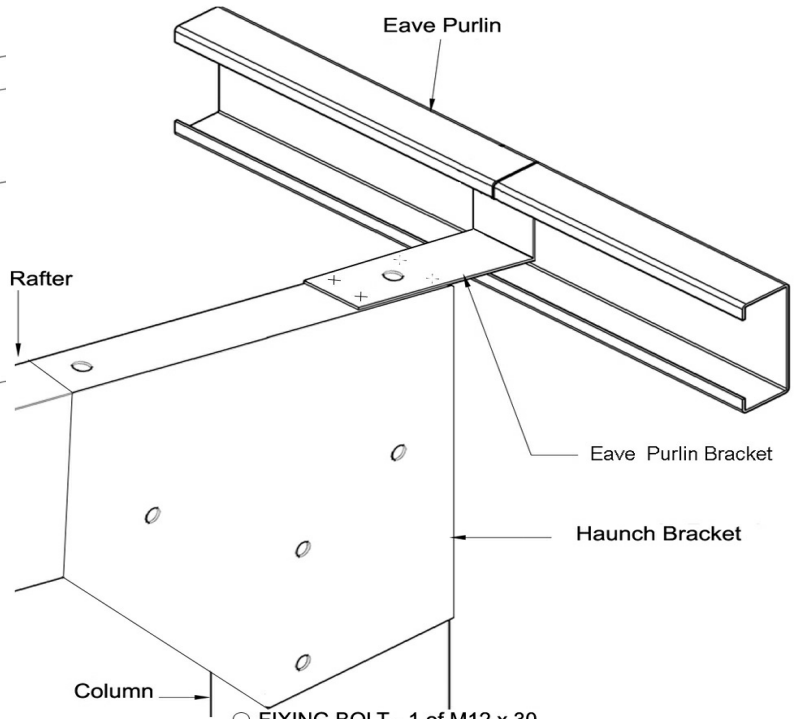
Seller: Sheds n Homes Bunbury  
The Freedom Group of Companies Pty Ltd  
Phone: (08) 9721 2801  
Fax: (08) 9721 2805  
Email: paul.settatre@shedsnshomes.com.au

TNC ENGINEERING PTY LTD  
ACN: 610 855 260  
ME Aust. (Registered NER Structural & Civil) 2741240  
QLD: RPEQ No. 13750; VIC: EC44684; TAS: CC6968; N.T: 225521ES;  
Practising Professional Structural & Civil Engineer

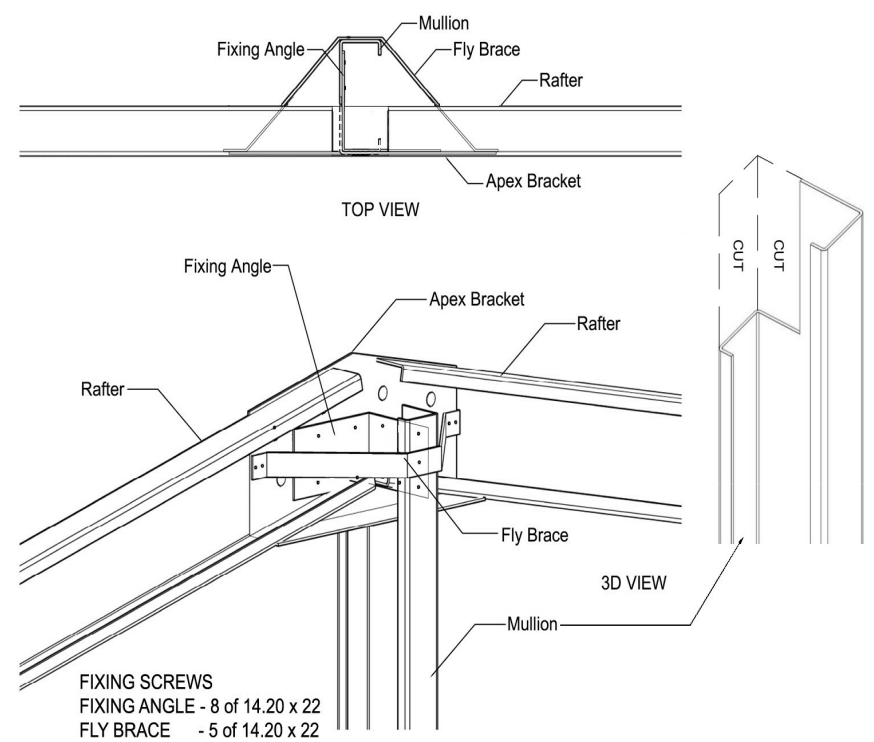
Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19



HEADER PURLIN CONNECTION -SLIDING DOOR

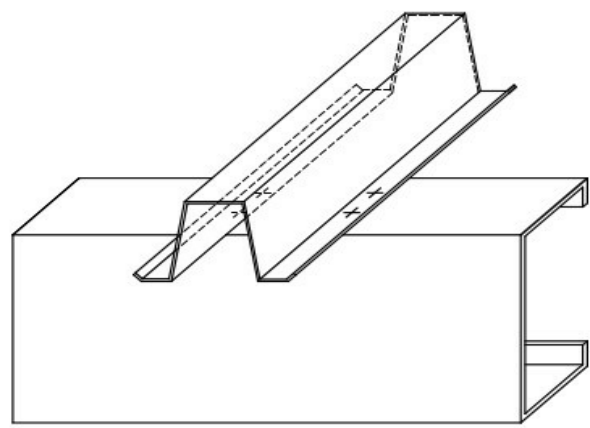


○ FIXING BOLT - 1 of M12 x 30  
 × FIXING SCREWS - 2 of 14.20 x 22  
 OR × FIXING SCREWS - 4 of 14.20 x 22  
 EAVE PURLIN BRACKET TO RAFTER

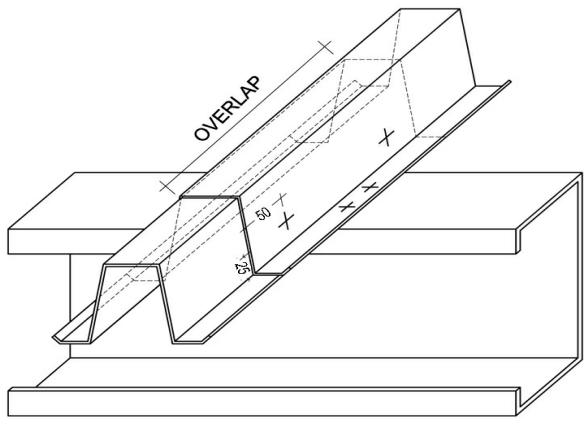


FIXING SCREWS  
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 FLY BRACE - 5 of 14.20 x 22

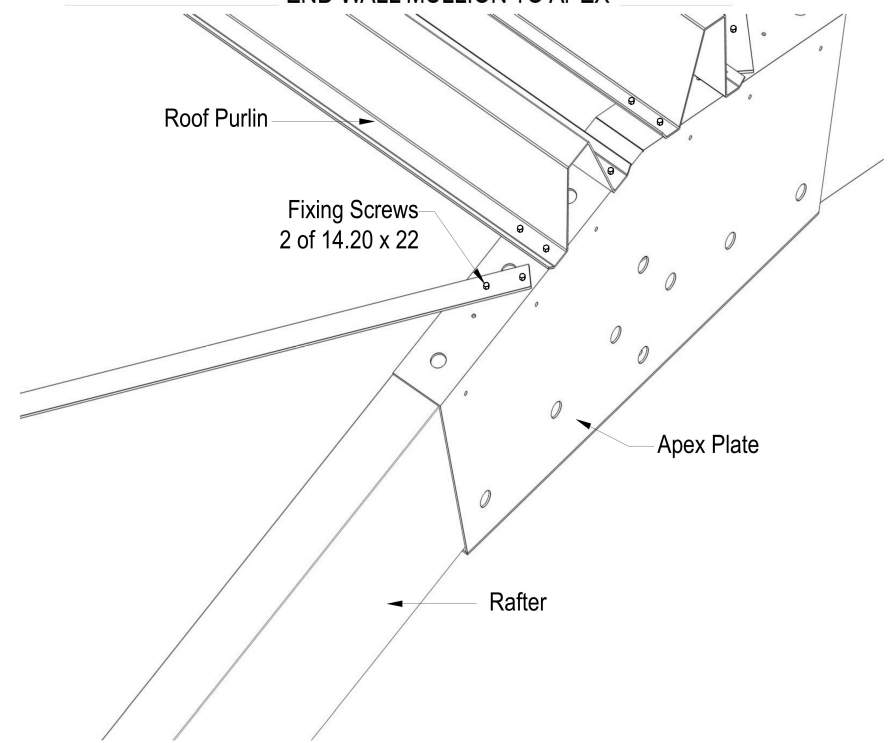
END WALL MULLION TO APEX



× FIXING SCREWS - 4 x 14.20 x 22  
 OVERHANG TOP HAT DEPTH  
 OF THE END WALL GIRT  
 PURLIN & SIDE GIRT END WALL FIXING - TOP HAT  
 SINGLE COLUMN OR RAFTER



× FIXING SCREWS - 8 of 14.20 x 22  
 LAP = Greater of 10% of span or 500 mm  
 PURLIN/GIRT FIXING - TOPHAT 64  
 SINGLE COLUMN OR RAFTER



BRACING CONNECTION AT APEX

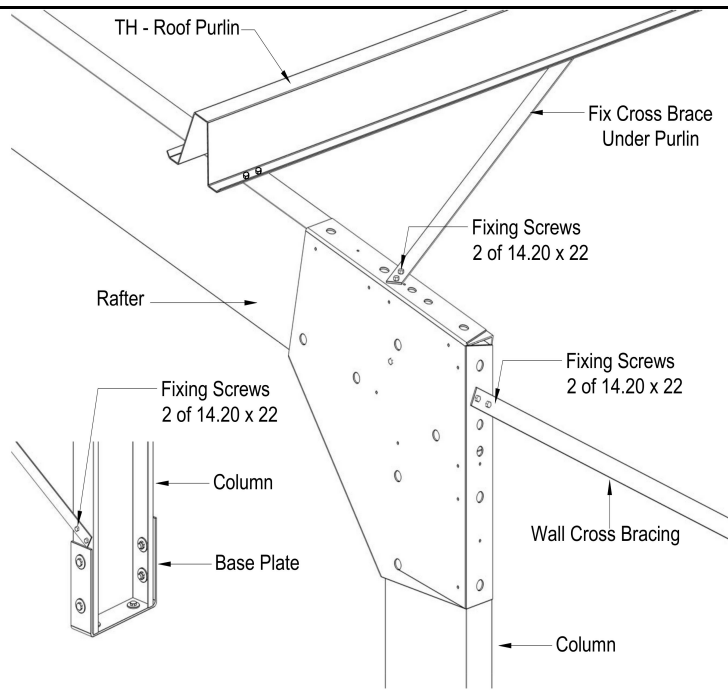
Purchaser Name: Liam Kerrigan	
Site Address: 7 Narrakine Rd NARROGIN WA 6312 Australia	
Drawing # SBUN180030 - 8	Print Date: 19/02/19

**Connection Details**  
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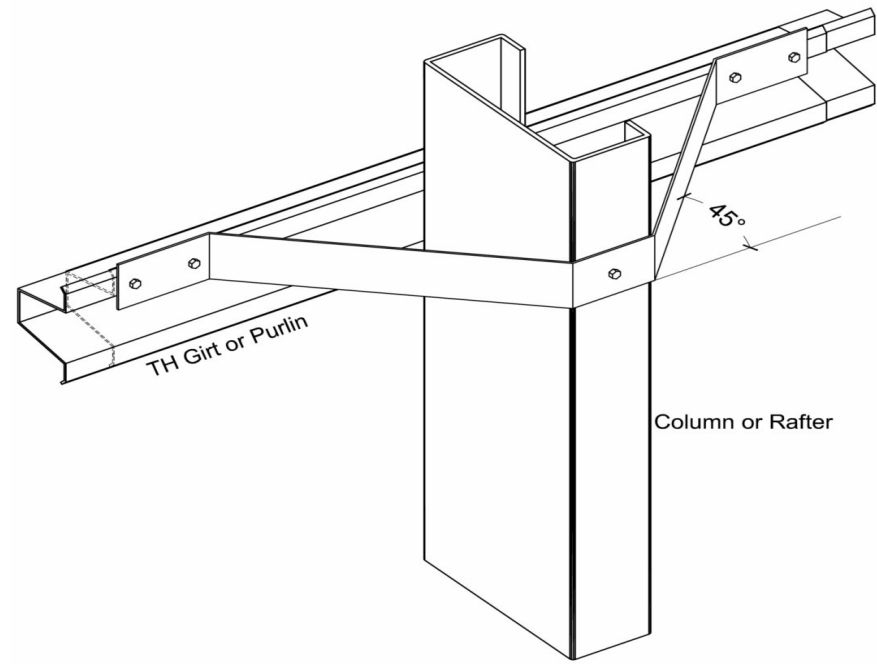
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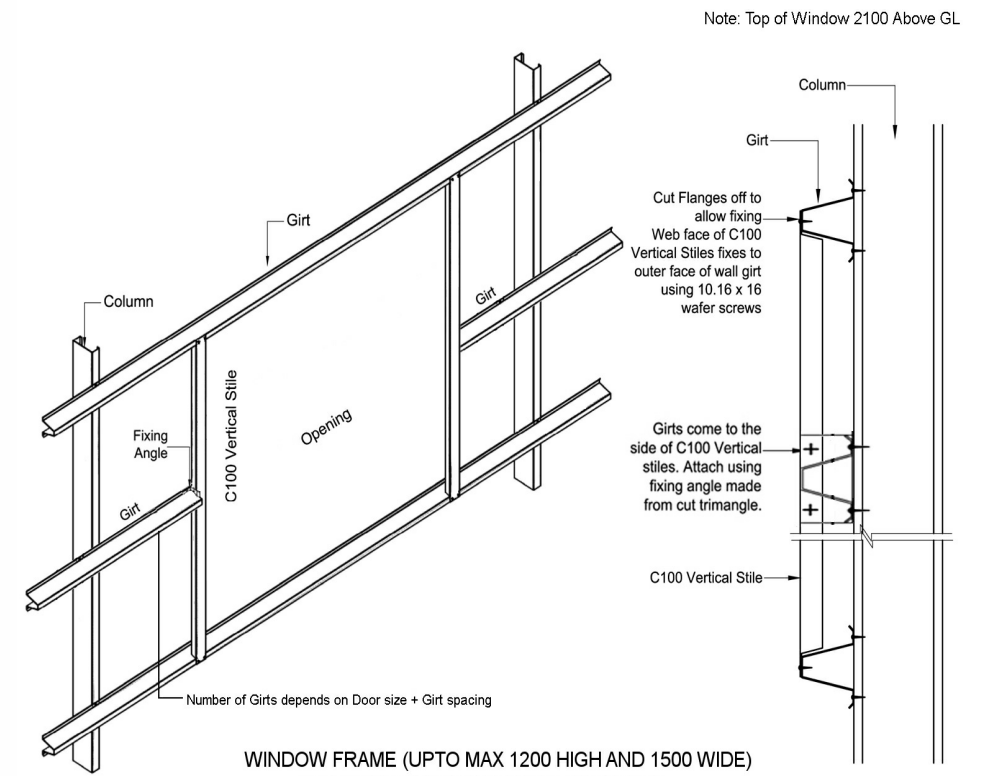
Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19



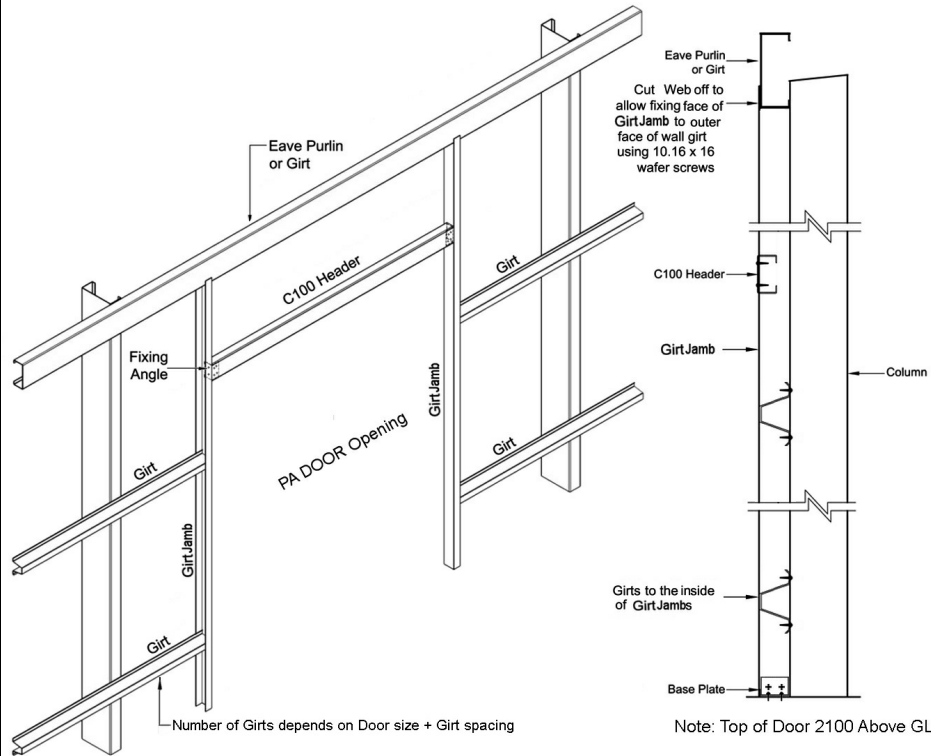
**BRACING CONNECTION**



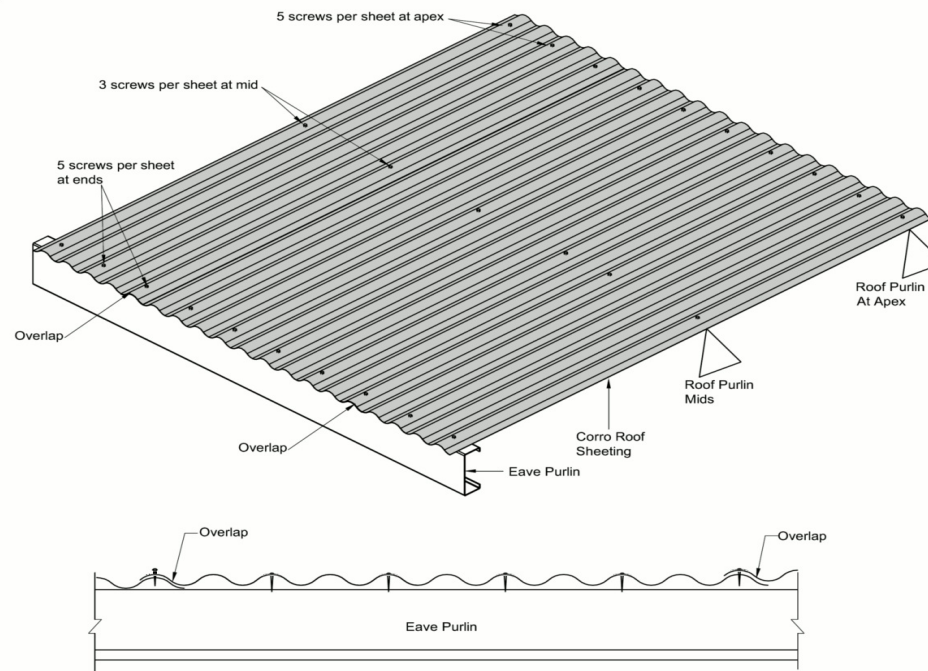
**FIXING SCREWS - 5 of 14.20 x 22**  
**FLY BRACING**



**WINDOW FRAME (UPTO MAX 1200 HIGH AND 1500 WIDE)**  
**WINDOW FRAME FIXED TO VERTICAL STILES ONLY**

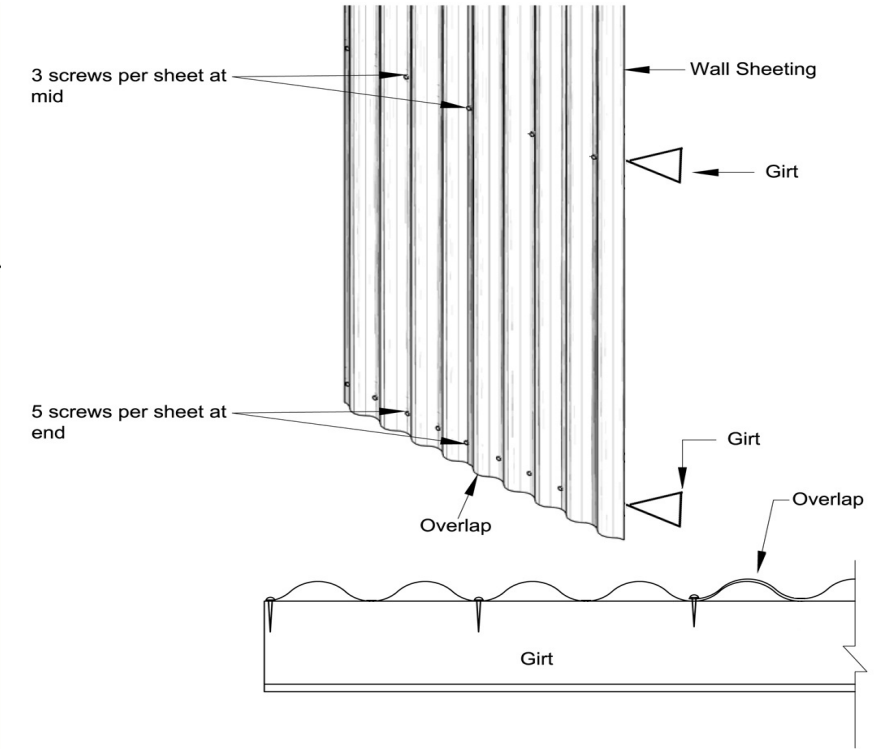


**PA DOOR (PRE HUNG) CONNECTION DETAILS**



**CORRO ROOF SHEET FIXING**

Roofing Screws - 12.14 x 35 Hex Seal High Grip



**WALL SHEETING CONNECTION DETAIL**

Purchaser Name: Liam Kerrigan

Site Address: 7 Narrakine Rd NARROGIN WA 6312 Australia

Drawing # SBUN180030 - 8

Print Date: 19/02/19

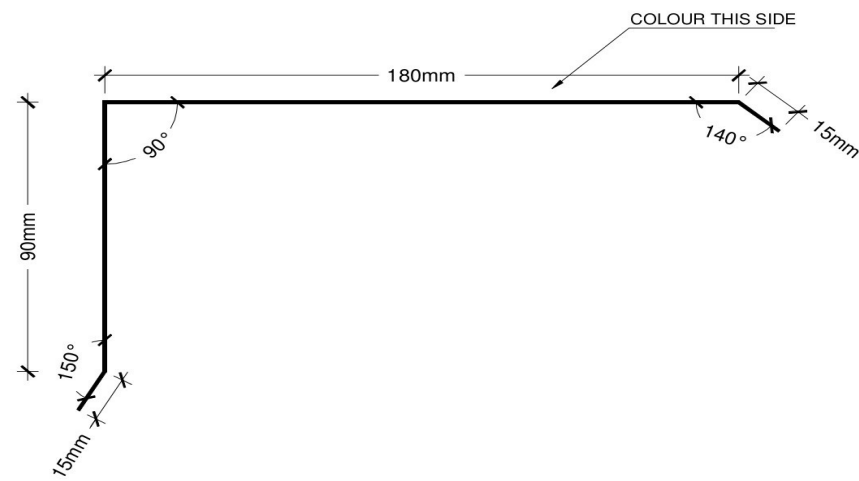
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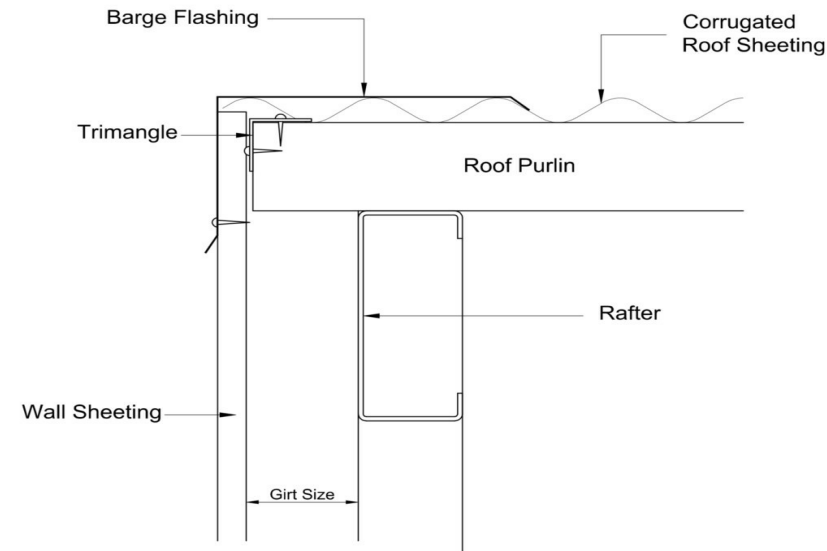
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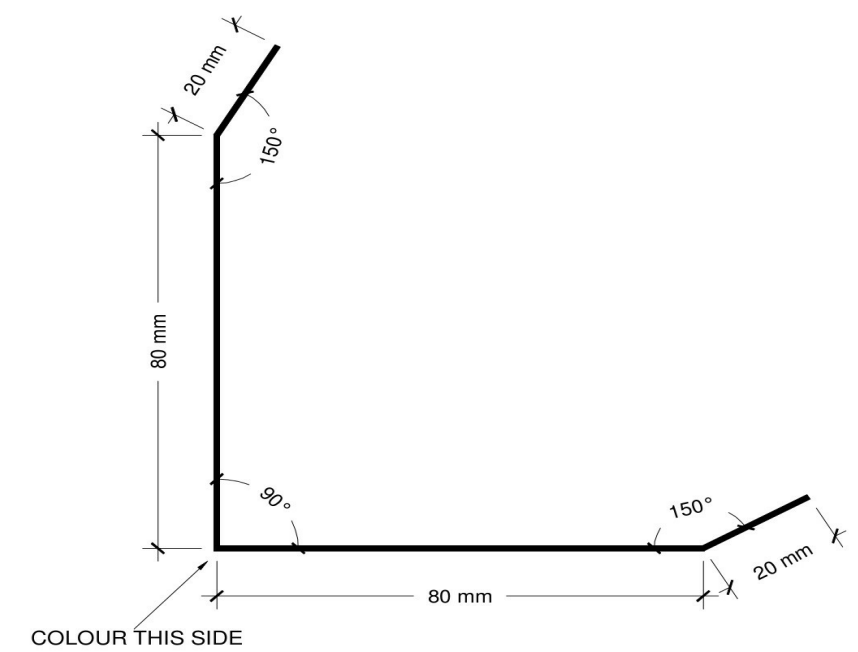
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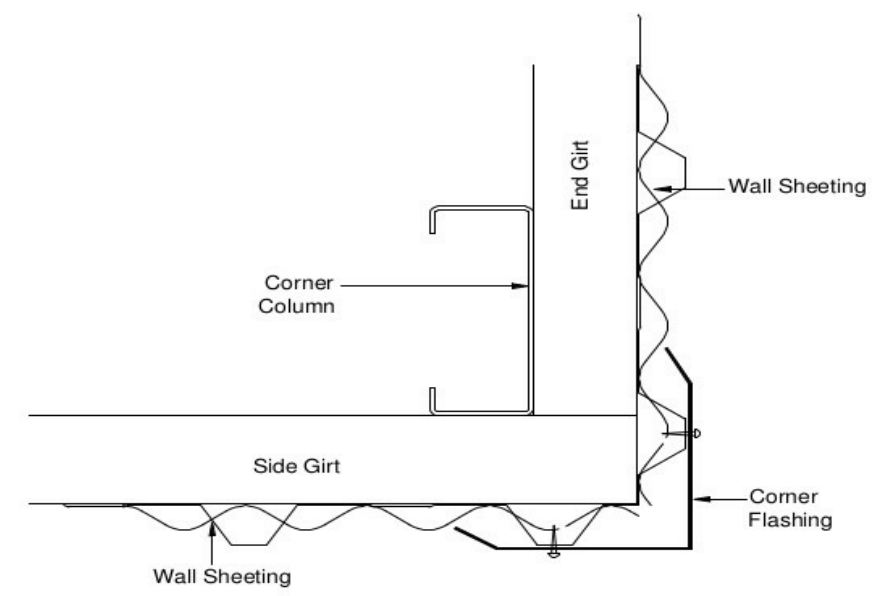
XF10



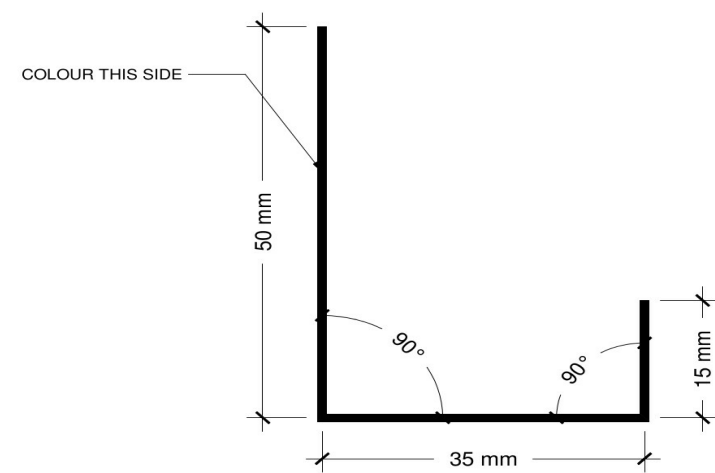
Barge Flashing XF10 - Sheeting Gable



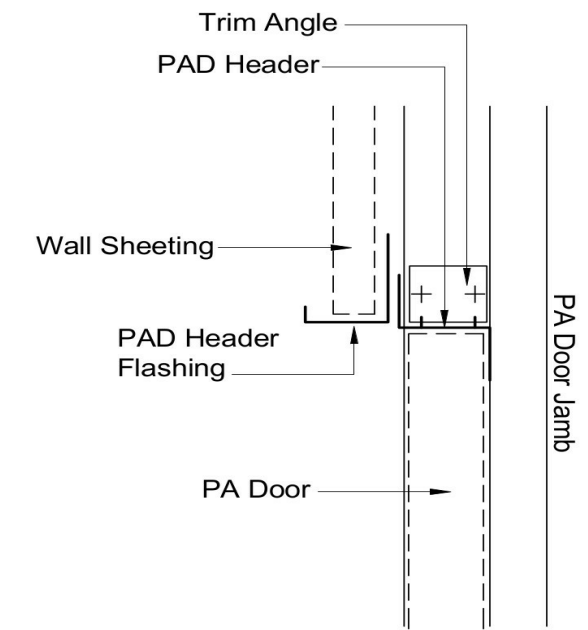
XF21



Corner Flashing XF21 - Connection



XF24



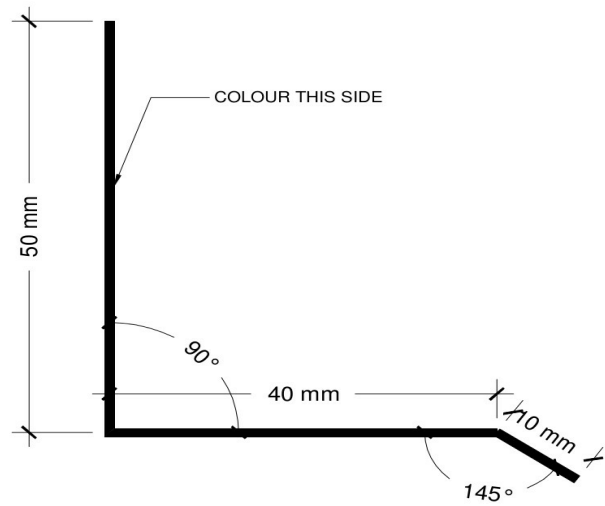
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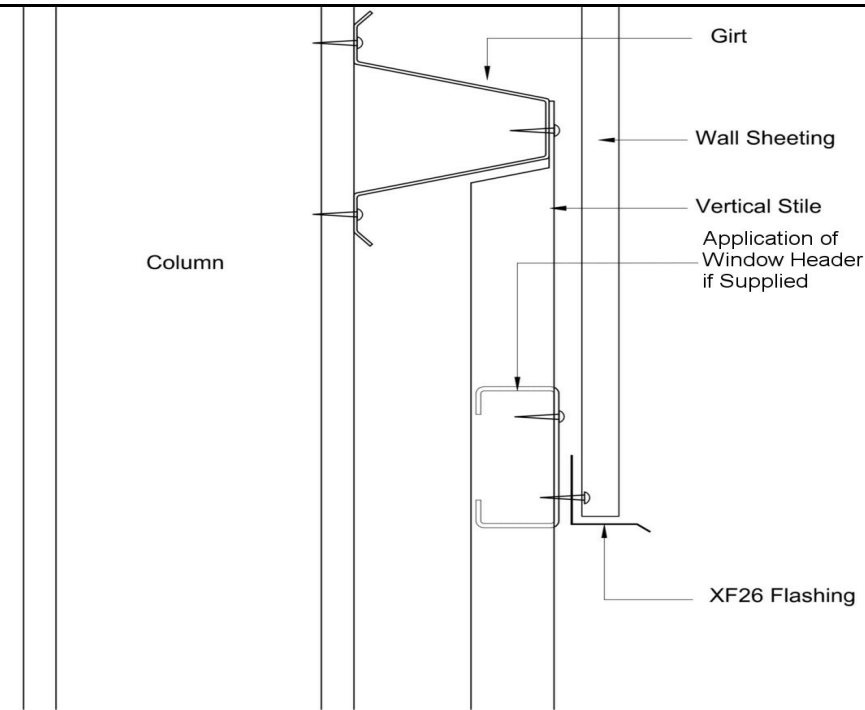
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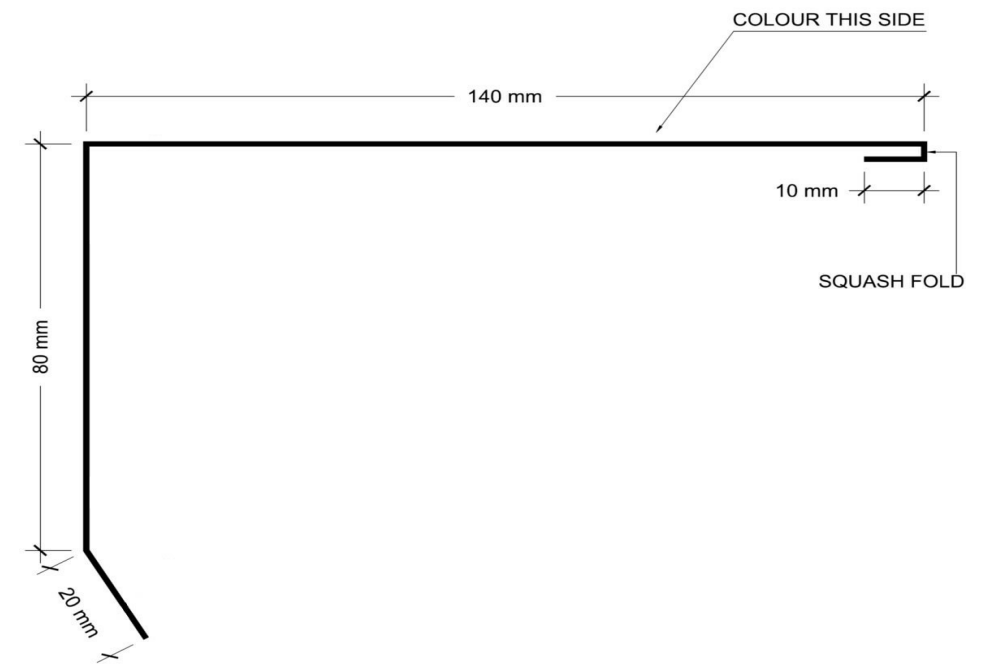
Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19



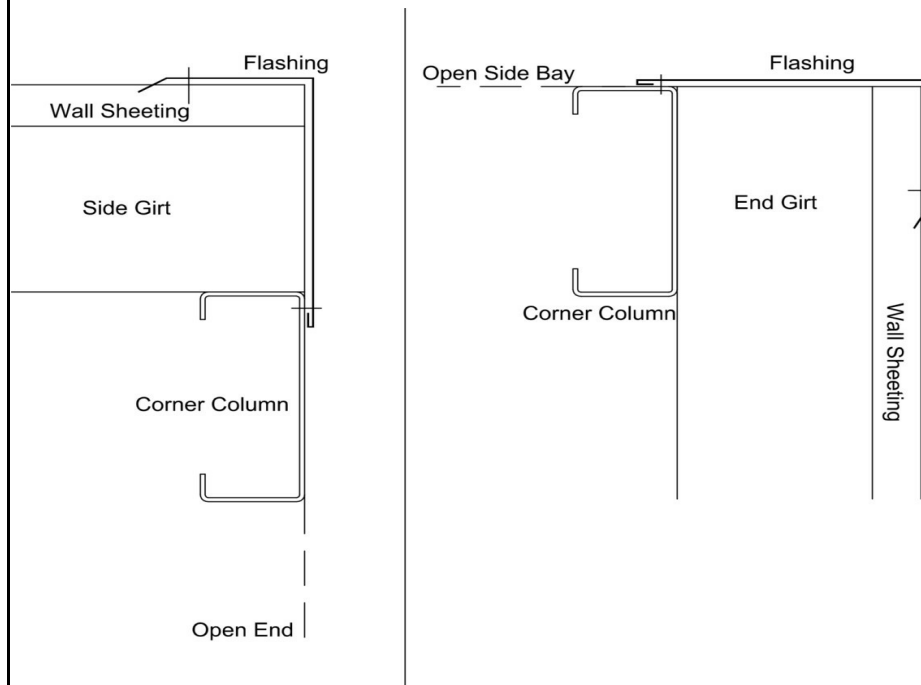
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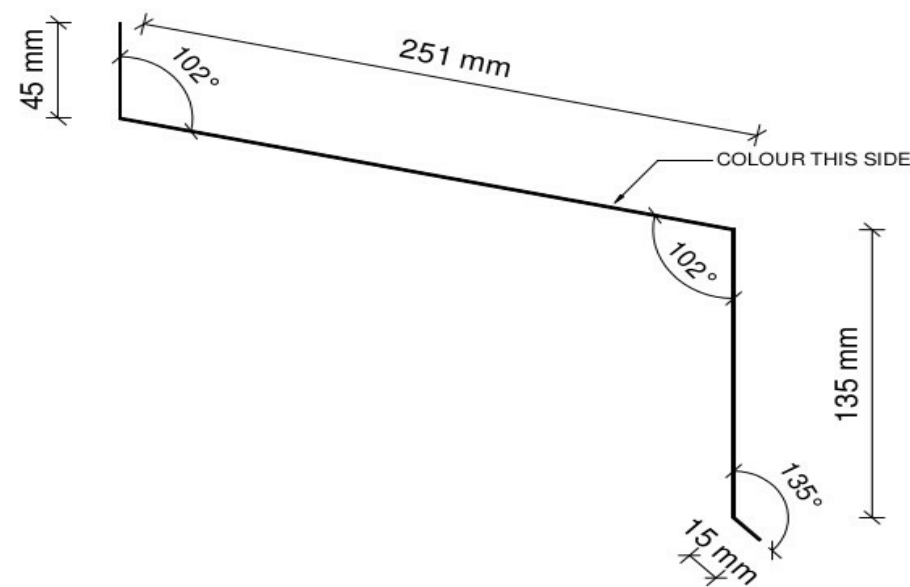
**Window Header Flashing XF26 - Connection**



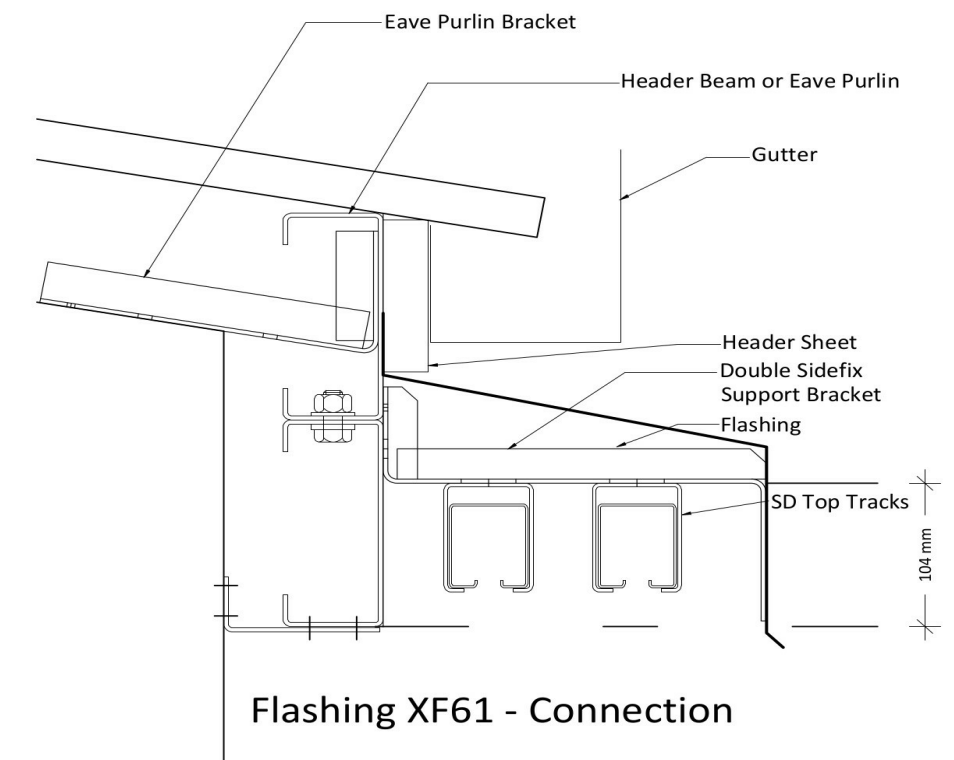
**XF 401**



**Flashing XF401 - Connection**



**XF61**



**Flashing XF61 - Connection**

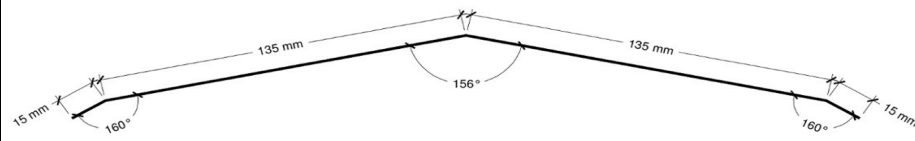
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Drawing # SBUN180030 - 9	Print Date: 19/02/19

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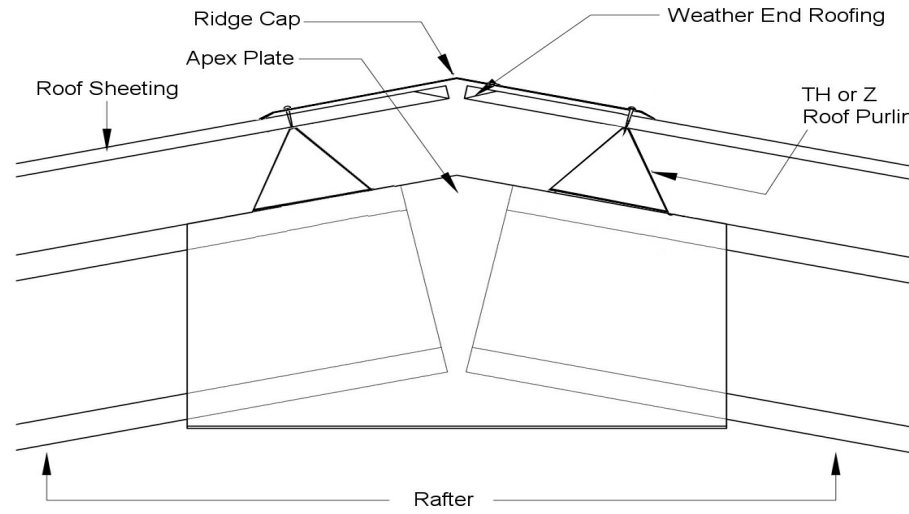
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Signature: *R. Nancarrow* R. Nancarrow Date: 19/02/19



XF82



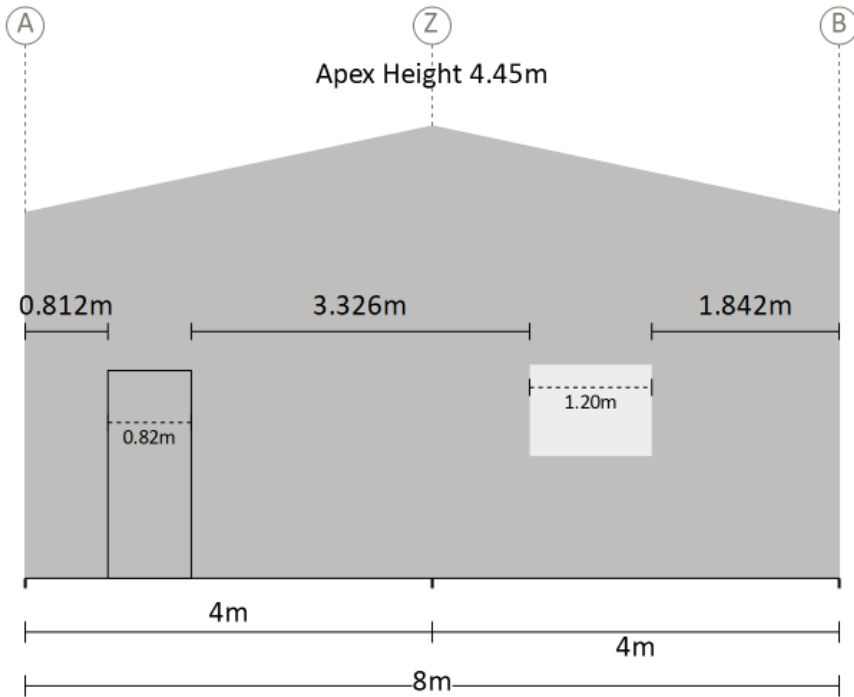
Ridge Cap - XF 82

Purchaser Name: Liam Kerrigan		<b>Flashing Fixing Details</b> Not to Scale Page 3 of 3 © Copyright Steelx IP Pty Ltd	Seller: Sheds n Homes Bunbury The Freedom Group of Companies Pty Ltd Phone: (08) 9721 2801 Fax: (08) 9721 2805 Email: paul.settatee@shedsnhomes.com.au	TNC ENGINEERING PTY LTD ACN: 610 855 260 ME Aust. (Registered NER Structural & Civil) 2741240 QLD : RPEQ No. 13750; VIC : EC44684; TAS : CC6968; N.T : 225521ES; Practising Professional Structural & Civil Engineer
Site Address: 7 Narrakine Rd NARROGIN WA 6312 Australia				
Drawing # SBUN180030 - 9	Print Date: 19/02/19			



This setout is provided as a guide only. It is the responsibility of the concreter/erector to confirm that all dimensions are correct.

Left End



Measurements are from the outside of side girts to the inside of component opening size.

Purchaser Name: Liam Kerrigan

Site Address: 7 Narrakine Rd NARROGIN WA 6312 Australia

Drawing # SBUN180030 - 10

Print Date: 19/02/19

**Component Position**

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Practising Professional Structural & Civil Engineer

Signature:  R. Nancarrow Date: 19/02/19



5004 Emerald Islands Dr  
 Carrara QLD 4211  
 Phone: 07 5657 4456  
 Fax: 07 5594 2022

# SITE SPECIFIC DESIGN CRITERIA ANALYSIS



## Prepared for:

Liam Kerrigan  
 7 Narrakine Rd  
 NARROGIN WA 6312

## Issued:

14/12/2018

## Supplier:

Sheds n Homes Bunbury

## Building Details:

Span: 8  
 Length: 15  
 Avg. Height: 4.025

## Assessment Ref:

STX18120188DV

## Certified by:

A handwritten signature in blue ink, appearing to read 'Rob Nancarrow', written over a white background.

R. Nancarrow  
 for and on behalf of  
 TNC Engineering PTY LTD  
 (ACN 610 855 260)

Member Institution of Engineers (Aust.), CPEng (NER Structural & Civil) Regn. No. 2741240  
 Registered Professional Engineer (Structural & Civil) - Queensland: Regn. No. 13750  
 Registered Professional Engineer (Structural & Civil) - Victoria: Regn. No. EC44684  
 Registered Building Designer & Professional Engineer (Structural & Civil) - Tasmania: Regn. No. CC6968



**Site Location:**

Geographic coordinates of

-32.92094,117.16662

Generally described as:

7 Narrakine Rd NARROGIN WA 6312

## Executive Summary - Site Specific Analysis

The design analysis of the building has not been considered for each of the 4 orthogonal directions. Hence the maximum wind speed in any of the 8 cardinal directions has been used as the design wind speed. This is a conservative approach.

Each cardinal direction has been considered and the results are summarised below

Factor	N	NE	E	SE	S	SW	W	NW
Wind Region	A1							
Importance level (IL)	2							
Regional Wind Speed (Vr)	45							
Terrain Category (TC)	2.21	2.15	2.09	2.25	2.24	2.52	2.43	2.17
Terrain Category Multiplier (Mz)	0.89	0.90	0.90	0.89	0.89	0.87	0.88	0.90
Shielding Multiplier (Ms)	1	1	1	1	1	1	1	1
Topographic Multiplier (Mt)	1	1	1	1	1	1	1	1
Wind Direction Multiplier 1 (Md1)	0.9	0.8	0.8	0.8	0.85	0.95	1	0.95
Site specific design wind speed (Vsite1)	36.2	32.4	32.6	32.1	34.1	37.2	39.5	38.4
Wind Direction Multiplier 2 (Md2)	0.9	0.8	0.8	0.8	0.85	0.95	1	0.95
Site specific design wind speed (Vsite2)	36.2	32.4	32.6	32.1	34.1	37.2	39.5	38.4

Design Wind Speed (Vsite1) 39.5 m/s for the resultant forces and overturning moments on the complete building and wind actions on major structural elements.

Design Wind Speed (Vsite2) 39.5 m/s for all other cases, including cladding and immediate supporting members (Purlins and Girts)

Snow Load Nil

Seismic Factor Nil

Durability Alert No

The following pages detail how these results were obtained.

This report details how the Site Specific Design Criteria has been determined. Specifically, the following is detailed

1. Site Specific Design Wind Speed
  - a. Importance Level
  - b. Wind Region
  - c. Annual Probability of Exceedance
  - d. Wind Direction Multiplier –  $M_d$
  - e. Regional Wind Speed –  $V_r$
  - f. Terrain category & Terrain Category Factor –  $M_{zcat}$
  - g. Shielding Multiplier –  $M_s$
  - h. Topographic Factor –  $M_t$
2. Ground Snow load-  $S_g$
3. Earthquake Probability & Hazard Factor –  $K_p$  &  $Z$
4. Durability

## 1.a Importance Level - 2

We have confirmed with the client that an Importance Level of 2 is appropriate based on the building types given in the NCC Vol 1 table B1.2a , and the NCC Guide to Vol 1 where it lists examples of building types for various Importance Levels and also the consideration of hazard to human life combined with impact on the public as per table B1.2

Engineers Comment: The building is to be used as a storage shed.

**Should the certifiers come across any information that may challenge this, then please contact us so that we can discuss and reassess if necessary.**

A generalised description of Importance Levels is given in table B1.2a of the NCC 2016 BCA - Volume One.

<b>Importance Level</b>	
1	Buildings or structures presenting a low degree of hazard to life and other property in the case of failure
2	Buildings or structures not included in Importance Level 1, 3 or 4
3	Buildings or structures that are designed to contain a large number of people.
4	Buildings or structures that are essential to post-disaster recovery or associated with hazardous facilities

# 1 b. Wind Region - A1

The wind regions for Australia are given in figure 3.1 (A) of AS/NZS 1170.2:2011 - Structural design actions. Part 2: Wind actions plus amendments (herein after referenced as AS/NZS 1170.2)

Based on the Wind Region Map below, the site is located in Wind Region A1

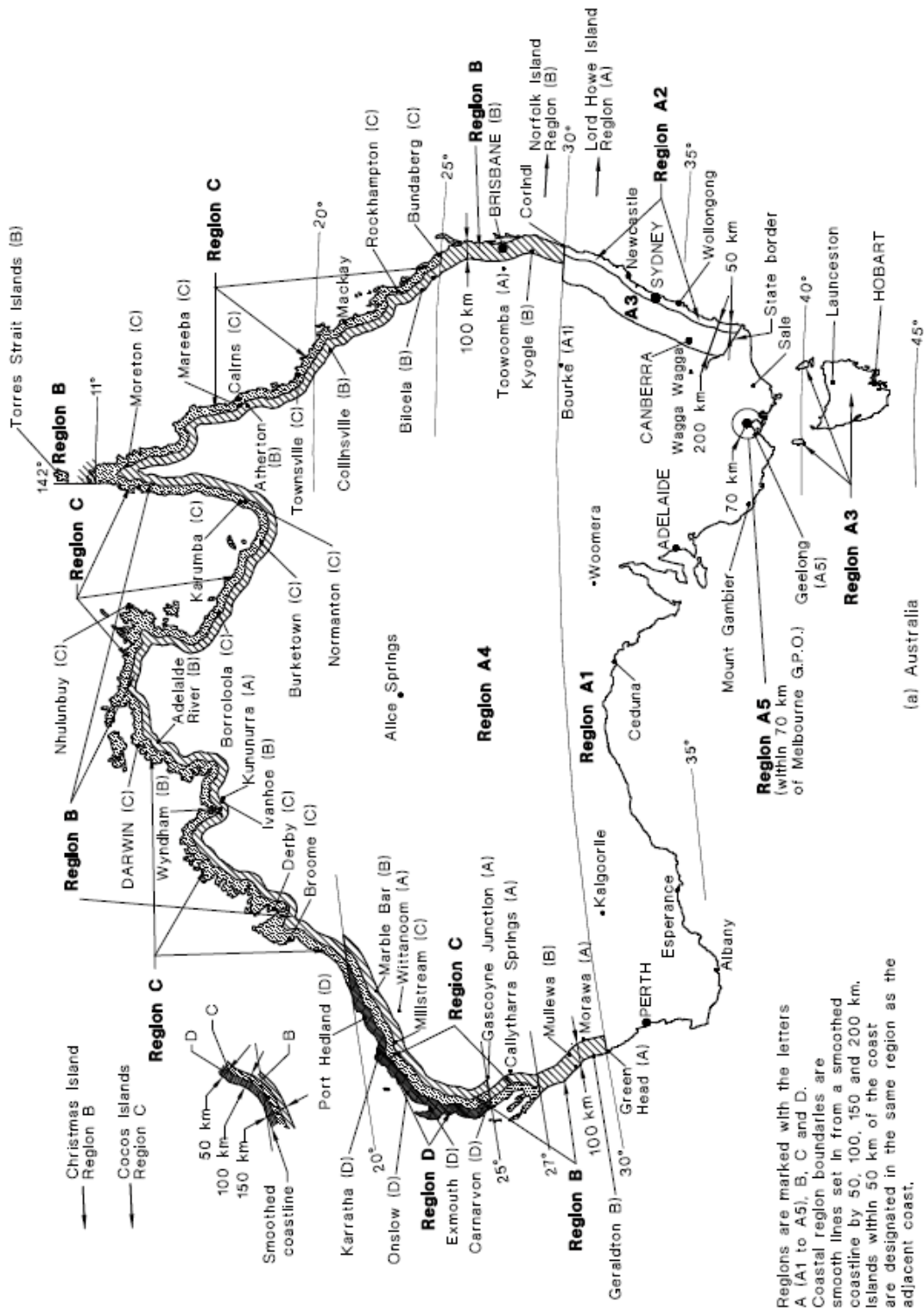


FIGURE 3.1(A) WIND REGIONS

## 1 c. Annual Probability of Exceedance - 1:500

Table B1.2b - Design Events for Safety of the NCC 2016 BCA - Volume 1 gives the annual probability of exceedance.

Importance Level	Annual probability of exceedance			
	Wind		Snow	Earthquake
	Non Cyclonic	Cyclonic		
1	1 : 100	1 : 200	1 : 100	1 : 250
2	1 : 500	1 : 500	1 : 150	1 : 500
3	1 : 1000	1 : 1000	1 : 200	1 : 1000
4	1 : 2000	1 : 2000	1 : 250	1 : 1500

## 1 d. Wind Direction Multiplier - $M_d$

Table 3.2 of AS/NZS 1170.2 gives the relevant factors for Region A1 in all 8 Cardinal directions

**TABLE 3.2**  
**WIND DIRECTION MULTIPLIER ( $M_d$ )**

Cardinal directions	Region A1	Region A2	Region A3	Region A4	Region A5	Region A6	Region A7
N	0.90	0.80	0.85	0.90	1.00	0.85	0.90
NE	0.80	0.80	0.80	0.85	0.85	0.95	0.90
E	0.80	0.80	0.80	0.90	0.80	1.00	0.80
SE	0.80	0.95	0.80	0.90	0.80	0.95	0.90
S	0.85	0.90	0.80	0.95	0.85	0.85	0.90
SW	0.95	0.95	0.85	0.95	0.90	0.95	0.90
W	1.00	1.00	0.90	0.95	1.00	1.00	1.00
NW	0.95	0.95	1.00	0.90	0.95	0.95	1.00
Any direction	1.00	1.00	1.00	1.00	1.00	1.00	1.00



## 1 e. Regional Wind Speed $V_r = 45$ m/s

From Table 3.1 of AS/NZS 1170.2 for Region A1 and an Annual Probability of Exceedance of 1:500 gives a Regional Wind speed of 45 m/s ( $V_r$ )

Also from table 3.1 the serviceability of wind speed for a Annual Probability of Exceedance of 1:20 gives a wind speed of 37m/s.

**TABLE 3.1**  
**REGIONAL WIND SPEEDS**

Regional wind speed (m/s)	Region				
	Non-cyclonic			Cyclonic	
	A (1 to 7)	W	B	C	D
$V_1$	30	34	26	$23 \times F_C$	$23 \times F_D$
$V_5$	32	39	28	$33 \times F_C$	$35 \times F_D$
$V_{10}$	34	41	33	$39 \times F_C$	$43 \times F_D$
$V_{20}$	37	43	38	$45 \times F_C$	$51 \times F_D$
$V_{25}$	37	43	39	$47 \times F_C$	$53 \times F_D$
$V_{50}$	39	45	44	$52 \times F_C$	$60 \times F_D$
$V_{100}$	41	47	48	$56 \times F_C$	$66 \times F_D$
$V_{200}$	43	49	52	$61 \times F_C$	$72 \times F_D$
$V_{250}$	43	49	53	$62 \times F_C$	$74 \times F_D$
$V_{500}$	45	51	57	$66 \times F_C$	$80 \times F_D$
$V_{1000}$	46	53	60	$70 \times F_C$	$85 \times F_D$
$V_{2000}$	48	54	63	$73 \times F_C$	$90 \times F_D$
$V_{2500}$	48	55	64	$74 \times F_C$	$91 \times F_D$
$V_{5000}$	50	56	67	$78 \times F_C$	$95 \times F_D$
$V_{10000}$	51	58	69	$81 \times F_C$	$99 \times F_D$
$V_R$ ( $R \geq 5$ years)	$67-41R^{-0.1}$	$104-70R^{-0.045}$	$106-92R^{-0.1}$	$F_C (122-104R^{-0.1})$	$F_D (156-142R^{-0.1})$

## 1 f. Terrain Category & Terrain/Height Multiplier - Mz

AS/NZS 1170.2 Section 4.2.1 details the types of terrain categories that are applicable. These are:

Terrain Category 1 (TC 1) : Very exposed open terrain with few or no obstructions and enclosed, limited sized water surfaces at serviceability and ultimate wind speeds in all wind regions, e.g. flat, treeless, poorly grassed plains; rivers, canals and lakes; and enclosed bays extending less than 10km in the wind direction.

Terrain Category 1.5 (TC 1.5) : Open water surfaces subjected to shoaling waves at serviceability and ultimate wind speeds in all wind regions, e.g. near-shore ocean water; large unenclosed bays on seas and oceans; lakes; and enclosed bays extending greater than 10km in the wind direction

Terrain Category 2 (TC 2) : Open terrain, including grassland, with well scattered obstructions having heights generally from 1.5m to 5m, with no more than two obstructions per hectare, e.g. farmland and cleared subdivisions with isolated trees and uncut grass.

Terrain Category 2.5 (TC 2.5) : Terrain with a few or isolated obstructions. This category is intermediate between TC 2 and TC 3 and represents the terrain in developing outer urban areas with scattered houses, or large acreage developments with fewer than 10 buildings per hectare.

Terrain Category 3 (TC 3) : Terrain with numerous closely spaced obstructions having heights generally from 3 to 10m. The minimum density of obstructions shall be at least the equivalent of 10 house-size obstructions per hectare. e.g. suburban housing, light industrial estates.

Terrain Category 4 (TC 4) : Terrain with numerous large high (10m to 30m tall) and closely spaced obstructions, such as large city centres and well developed industrial complexes.

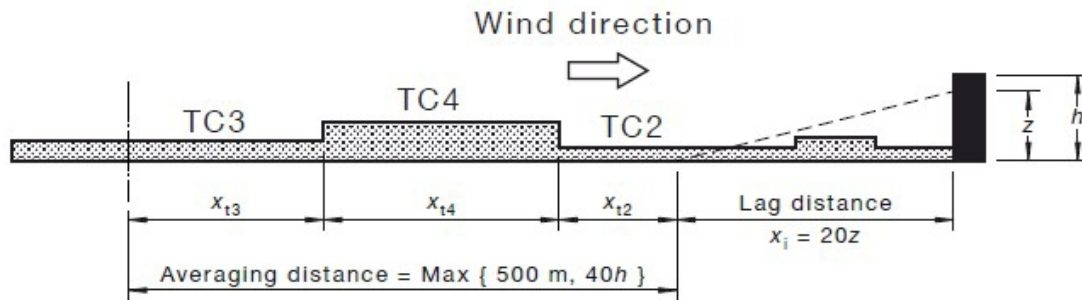
**TABLE 4.1**  
**TERRAIN/HEIGHT MULTIPLIERS FOR GUST WIND SPEEDS**  
**IN FULLY DEVELOPED TERRAINS—ALL REGIONS**

Height (z) m	Terrain/height multiplier ( $M_{z,cat}$ )			
	Terrain category 1	Terrain category 2	Terrain category 3	Terrain category 4
≤3	0.99	0.91	0.83	0.75
5	1.05	0.91	0.83	0.75
10	1.12	1.00	0.83	0.75
15	1.16	1.05	0.89	0.75
20	1.19	1.08	0.94	0.75
30	1.22	1.12	1.00	0.80
40	1.24	1.16	1.04	0.85
50	1.25	1.18	1.07	0.90
75	1.27	1.22	1.12	0.98
100	1.29	1.24	1.16	1.03
150	1.31	1.27	1.21	1.11
200	1.32	1.29	1.24	1.16

Note: For intermediate values of height and terrain category, use liner interpolation.

AS/NZS 1170.2 Section 4.2.3 goes on to describe the averaging of terrain categories and terrain height multipliers.

The Lag distance (in this case equivalent to the shielding zone) has been ignored when considering the terrain category.



$$M_{z,cat} = \frac{M_{z,cat2} x_{t2} + M_{z,cat4} x_{t4} + M_{z,cat3} x_{t3}}{x_{t2} + x_{t4} + x_{t3}} \text{ for the case illustrated}$$

NOTE: The terrain within the lag distance,  $x_l$ , is ignored when averaging terrain-height multipliers.

FIGURE 4.1 EXAMPLE OF AVERAGING OF TERRAIN-HEIGHT MULTIPLIERS

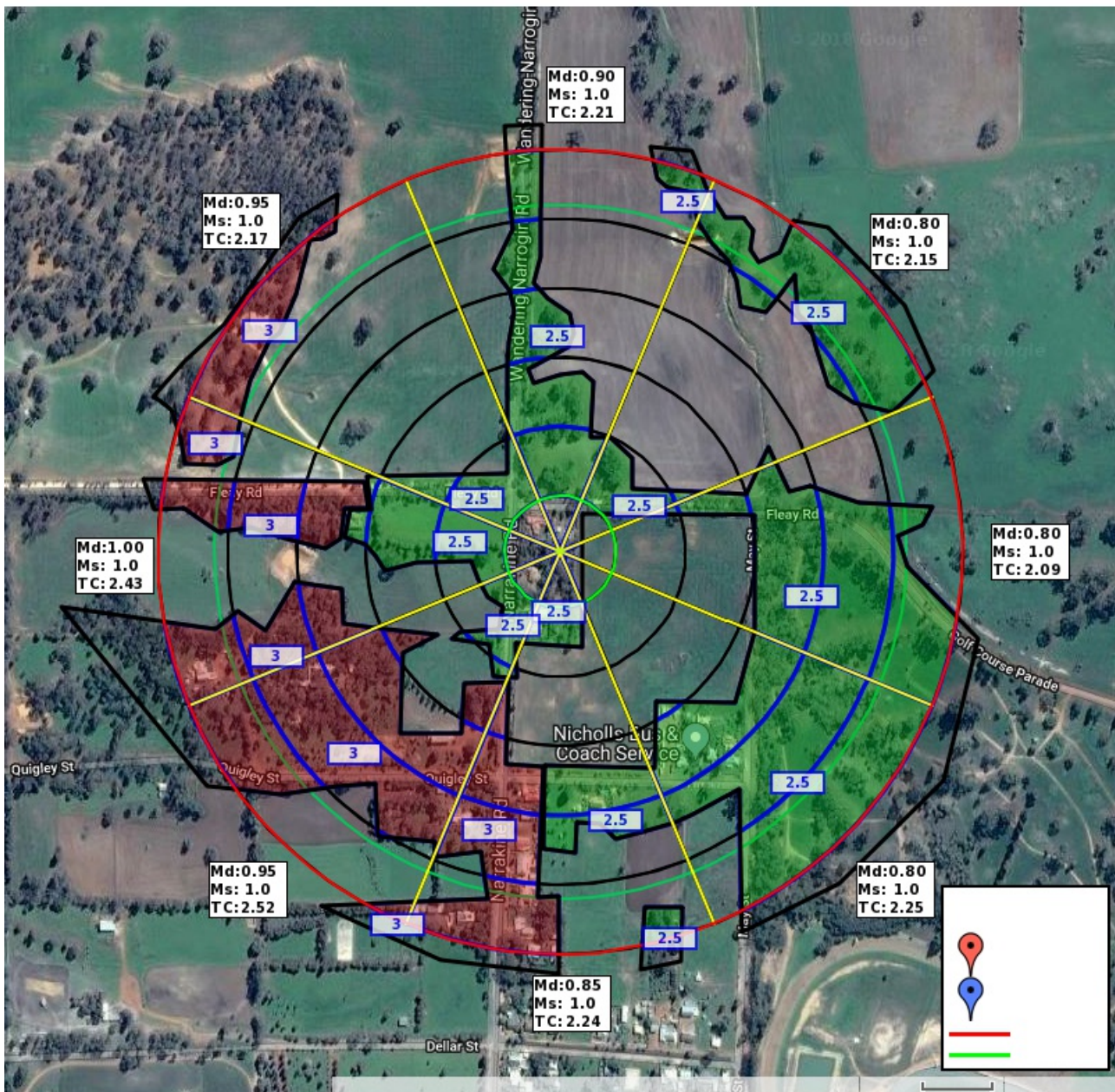
Further to this averaging process is the need to often consider various changes in Terrain Category other than the simple case of changes occurring as the distance is fanned out from the site.

Where appropriate, a method of considering 100m sectors within each cardinal direction and then averaging the terrain category within each sector based on area has been adopted.

Assessment has also taken into account the probable future development 5 years after construction of the building. The result of this assessment is:

*Within the terrain category zone the satellite image shows the extent of current development and likely development within the next 5 years.*

The image below shows the terrain category determined for each of the 8 cardinal directions.



The average height of the building is 4.025 meters. Using table 4.1 from AS/NZS 1170.2 the value of Mz can be interpolated

Factor	N	NE	E	SE	S	SW	W	NW
Terrain Category	2.21	2.15	2.09	2.25	2.24	2.52	2.43	2.17
Terrain Category Multiplier	0.8932	0.898	0.9028	0.89	0.8908	0.8684	0.8756	0.8964

## 1 g. Shielding Multiplier -Ms

As per AS/NZS 1170.2 clause 4.3.1 shielding from trees or vegetation has not been included.

Four (4) factors have to be considered:

1. Only buildings whose height is equal to or greater than the building being considered shall be deemed to provide shielding.
2. Shielding is considered only within the area of 20 times the average height of the building being considered.
3. Each 45 degree sector must be considered individually – 8 cardinal directions
4. If the slope of the terrain is greater than 0.2 (1:5), then no shielding is applicable. (100m rise or fall over 500m).

Assessment has also taken into account be the probable future development 5 years after construction of the building. The result of this assessment is:

*Within the shielding zone the satellite image shows the extent of current development and likely development within the next 5 years.*

The shielding parameter(s) is calculated using formulae 4.3 (1) and 4.3 (2). The shielding multiplier can be interpolated from Table 4.3 of AS/NZS 1170.2

Factor	N	NE	E	SE	S	SW	W	NW
$n_s$	V/A	V/A	V/A	V/A	V/A	V/A	V/A	V/A
$l_s$	V/A	V/A	V/A	V/A	V/A	V/A	V/A	V/A
$h_s$	V/A	V/A	V/A	V/A	V/A	V/A	V/A	V/A
$b_s$	V/A	V/A	V/A	V/A	V/A	V/A	V/A	V/A
$s$	$\geq 12$	$\geq 12$	$\geq 12$	$\geq 12$	$\geq 12$	$\geq 12$	$\geq 12$	$\geq 12$
$m_s$	1	1	1	1	1	1	1	1

V/A = Visually Assessed

The image below shows the buildings in all 8 Cardinal directions.



## 1 h. Topographic Multiplier - Mt

As per section 4.4 of AS/NZS 1170.2, the Topographic Factor is calculated in all 8 cardinal directions by considering up to 25km in each direction at 50m intervals.

In this case there is no Topographic Factor to consider in any direction. Mt = 1

<b>Factor</b>	<b>N</b>	<b>NE</b>	<b>E</b>	<b>SE</b>	<b>S</b>	<b>SW</b>	<b>W</b>	<b>NW</b>
Topographic Multiplier (Mt)	1	1	1	1	1	1	1	1

## **2. Ground Snow Load**

The site is outside of the boundaries given in AS/NZS 1170.3:2003 - Structural design actions. Part 2: Snow and ice actions plus amendments (herein after referenced as AS/NZS 1170.3) for snow load regions. Hence no snow load is applicable.

## **3. Earthquake Hazard Factor (Z)**

Due to the ductile nature of the portal framed building, the imposed loads resulting from an earthquake on this building are by inspection, not critical cases in the design of the building.

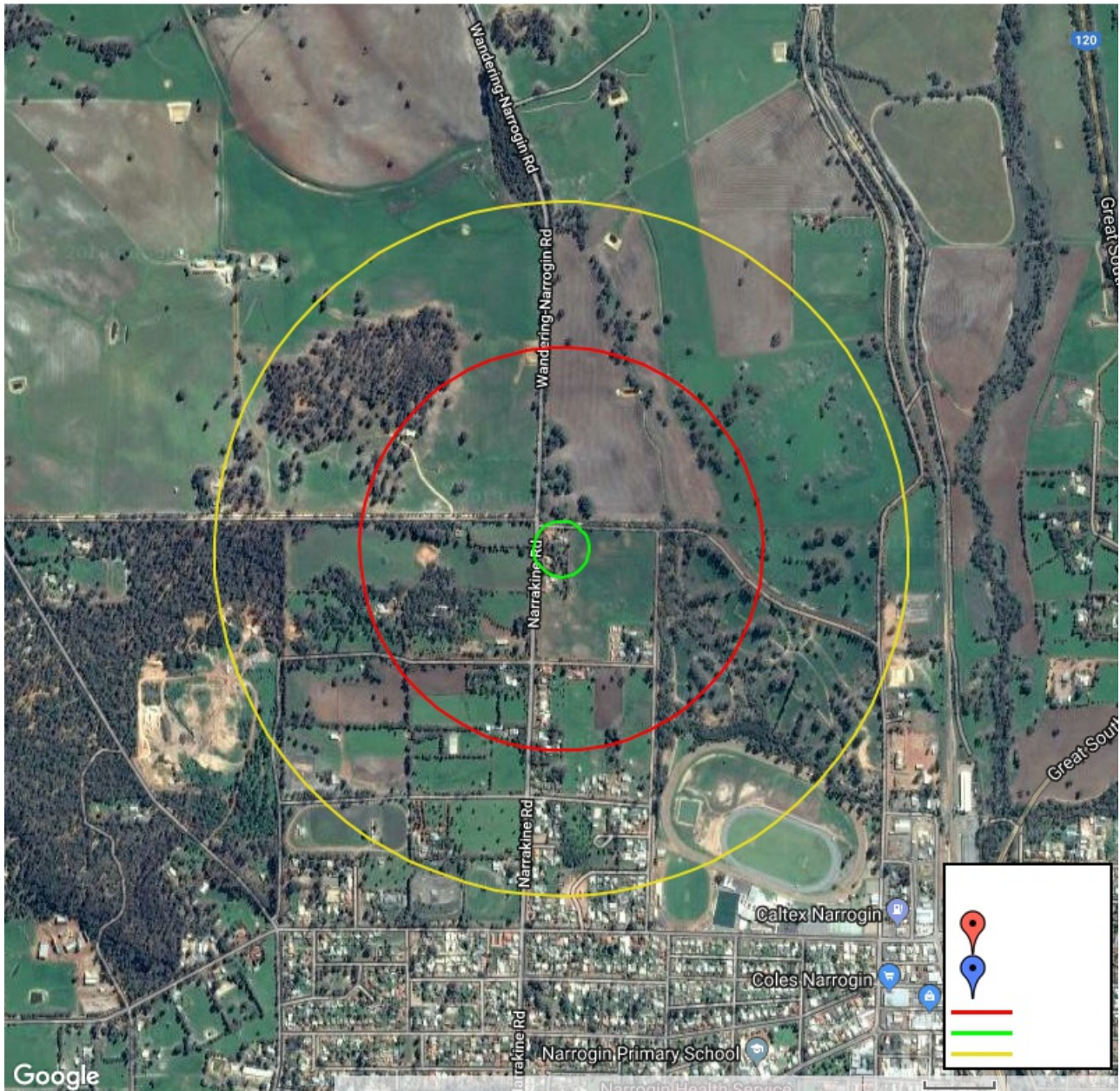


## 4. Durability

From the site location and the usage information we have at hand, it is unlikely that the building is subject to a Marine or Industrial Influence.

This should be confirmed this by referencing the BlueScope Technical Bulletins (In particular TB 1A) and where necessary contacting BlueScope on 1800 800 789.

Technical Bulletin TB4 relates to on going maintenance of the building and should be noted to ensure that BlueScope warranties are maintained.



## **10.2 TECHNICAL AND RURAL SERVICES**

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

## 10.3 CORPORATE AND COMMUNITY SERVICES

### 10.3.1 SCHEDULE OF ACCOUNTS PAID – MAY 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	31 May 2019
Author	Agatha Prior – Finance Officer Accounts
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – May 2019 (separate cover).

#### Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – May 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 – May 2019 is presented to Council for notation. Below is a summary of activity.

<i>May 2019 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	1,002,420.00	37.48
EFT (incl Payroll)	1,622,767.90	60.68
Direct Debit	46,014.12	1.72
Credit Card	3,033.70	0.11
Trust	280.00	0.01
Total Payments	2,674,515.72	100.00

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	339,462.50	12.69
Payroll	345,378.14	12.92
Total	684,840.64	25.61

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 May 2019, Council note the Report as presented.

### 10.3.2 MONTHLY FINANCIAL REPORTS – MAY 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	10 June 2019
Author	Nicole Bryant – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	1. Monthly Financial Report for the period ended 31 May 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 May 2019 Monthly Financial Reports.

#### Comment

The May 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 May 2019, Council note the Reports as presented.

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**FOR THE PERIOD ENDED 31 MAY 2019**

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 MAY 2019**

**MONTHLY SUMMARY  
INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 May 2019  
Prepared by: Manager Finance  
Reviewed by: Executive Manager of Corporate & Community Services

**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**

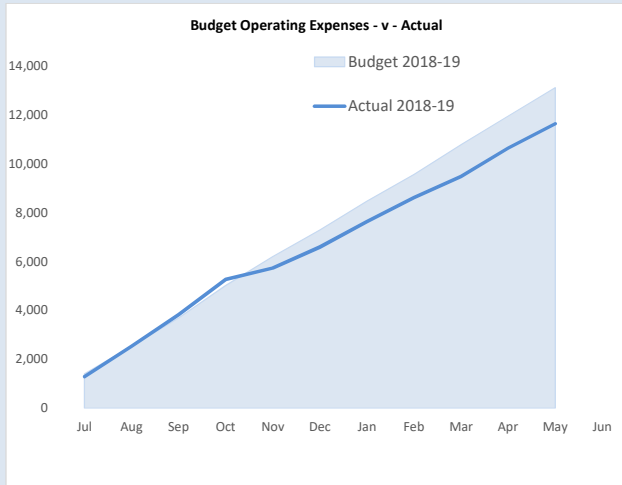
All figures shown in this statement are rounded to the nearest dollar.



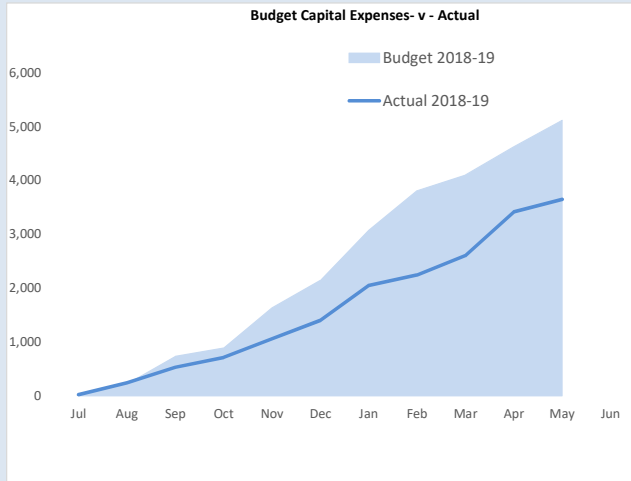
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 MAY 2019**

**MONTHLY SUMMARY INFORMATION  
GRAPHS**

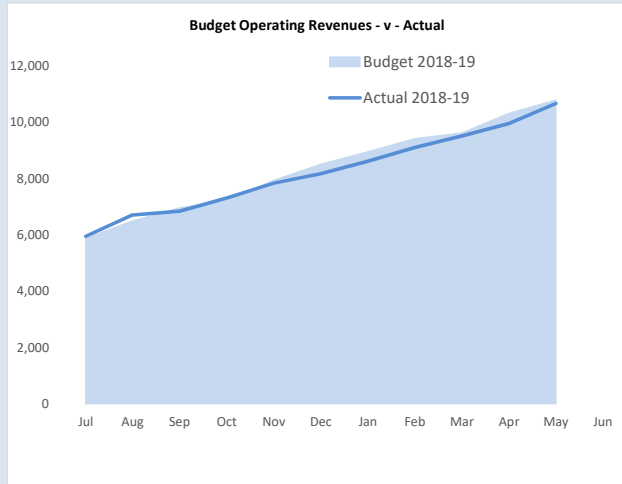
**OPERATING EXPENSES**



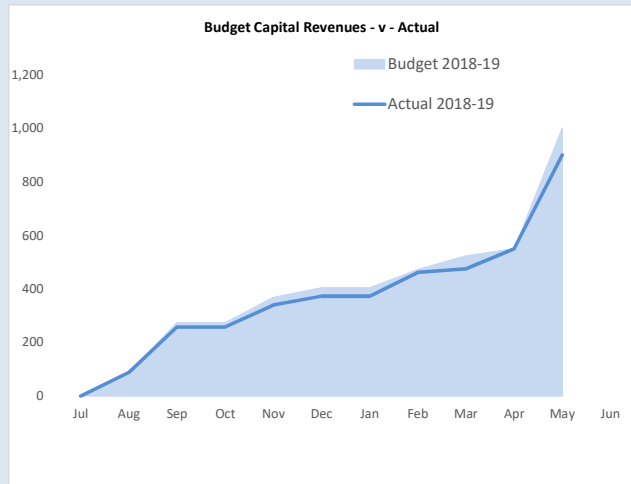
**CAPITAL EXPENSES**



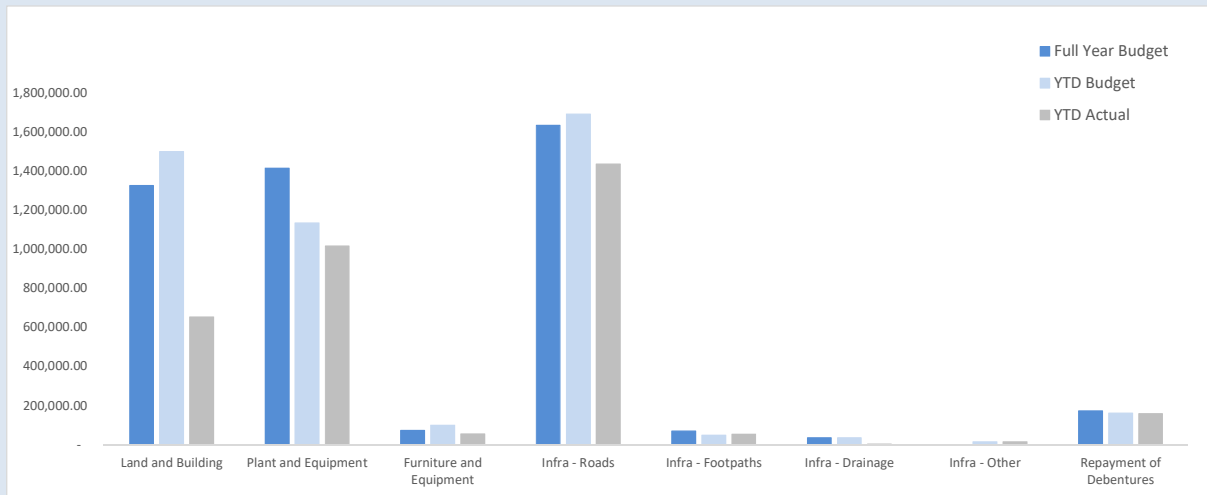
**OPERATING REVENUE**



**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 31 MAY 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%	
<b>Revenue from operating activities</b>						
General Purpose Funding - Rates	4,788,695	4,788,694	4,712,909	(75,785)	(2%)	
General Purpose Funding - Other	1,285,132	1,265,832	1,371,196	105,364	8%	
Governance	5,100	88	3,581	3,493	98%	
Law, Order and Public Safety	123,365	56,963	81,070	24,107	30%	▲
Health	26,500	24,527	44,504	19,977	45%	▲
Education and Welfare	1,528,109	1,412,484	1,423,517	11,033	1%	
Housing	8,240	7,546	7,983	437	5%	
Community Amenities	1,048,504	1,033,301	1,060,087	26,786	3%	
Recreation and Culture	130,839	120,313	191,105	70,792	37%	▲
Transport	971,445	961,053	347,809	(613,244)	(176%)	▼
Economic Services	266,539	244,277	247,211	2,934	1%	
Other Property and Services	83,126	76,175	171,723	95,548	56%	▲
	<b>10,265,594</b>	<b>9,991,253</b>	<b>9,662,694</b>	<b>(328,559)</b>	<b>(3%)</b>	
<b>Expenditure from operating activities</b>						
General Purpose Funding	(274,326)	(201,262)	(210,746)	(9,484)	5%	
Governance	(668,618)	(632,838)	(513,305)	119,533	(23%)	
Law, Order and Public Safety	(685,151)	(630,597)	(479,808)	150,789	(31%)	
Health	(272,082)	(247,947)	(224,843)	23,104	(10%)	
Education and Welfare	(1,796,366)	(1,649,071)	(1,368,345)	280,726	21%	▲
Housing	(30,491)	(28,798)	(26,320)	2,478	9%	
Community Amenities	(1,565,833)	(1,438,178)	(1,260,607)	177,571	14%	▲
Recreation and Culture	(3,443,058)	(3,121,036)	(2,765,367)	355,669	13%	▲
Transport	(4,870,906)	(4,476,754)	(4,082,690)	394,064	10%	
Economic Services	(706,439)	(646,370)	(597,793)	48,577	8%	
Other Property and Services	(36,908)	(48,547)	(110,772)	(62,225)	(56%)	▼
	<b>(14,350,179)</b>	<b>(13,121,398)</b>	<b>(11,640,596)</b>	<b>1,480,802</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation	3,516,972	3,223,748	3,205,137	(18,611)	(1%)	
Adjust (Profit)/Loss on Asset Disposal	137,193	126,914	58,227	(68,687)	(118%)	▼
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		
<b>Amount attributable to operating activities</b>	<b>(423,391)</b>	<b>220,517</b>	<b>1,287,026</b>	<b>1,066,509</b>		
<b>Investing Activities</b>						
Non-Operating Grants, Subsidies and Contributions	786,982	786,982	993,975	206,994	(21%)	
Purchase of Investments	0	0	0	0		
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,609,202)	(1,499,199)	(652,413)	846,786	130%	▲
Plant and Equipment	(1,427,253)	(1,133,997)	(1,014,851)	119,146	12%	▲
Furniture and Equipment	(98,811)	(98,811)	(54,532)	44,279	81%	▲
Infrastructure Assets - Roads	(1,690,671)	(1,690,588)	(1,434,638)	255,950	18%	▲
Infrastructure Assets - Footpaths	(51,300)	(47,100)	(52,300)	(5,200)	(10%)	
Infrastructure Assets - Road Drainage	(33,589)	(33,589)	(2,194)	31,395	1431%	▲
Infrastructure Assets - Other	(591,261)	(475,121)	(301,301)	173,820	58%	▲
Infrastructure Assets - Parks and Gardens	(14,000)	(14,000)	(13,203)	797	6%	
Proceeds from Disposal of Assets	834,810	650,436	549,746	(100,690)	(18%)	▼
Proceeds from Sale of Investments	0	0	0	0		
<b>Amount attributable to investing activities</b>	<b>(3,894,295)</b>	<b>(3,554,987)</b>	<b>(1,981,710)</b>	<b>1,573,277</b>		
<b>Financing Activities</b>						
Proceeds from New Debentures	350,000	350,000	350,000	0	0%	
Proceeds from Advances	0	0	0	0		
Repayment of Debentures	(129,976)	(120,602)	(120,248)	354	0%	
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%	
<b>Amount attributable to financing activities</b>	<b>557,046</b>	<b>213,442</b>	<b>213,796</b>	<b>354</b>		
<b>Net Capital</b>	<b>(3,337,249)</b>	<b>(3,341,545)</b>	<b>(1,767,914)</b>	<b>1,573,631</b>		
<b>Total Net Operating + Capital</b>	<b>(3,760,640)</b>	<b>(3,121,028)</b>	<b>(480,888)</b>	<b>2,640,140</b>		
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>639,612</b>	<b>3,279,752</b>	<b>2,640,140</b>		

## 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 current 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 31 MAY 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 31 MAY 2019

OPERATING ACTIVITIES  
ADJUSTED NET CURRENT ASSETS

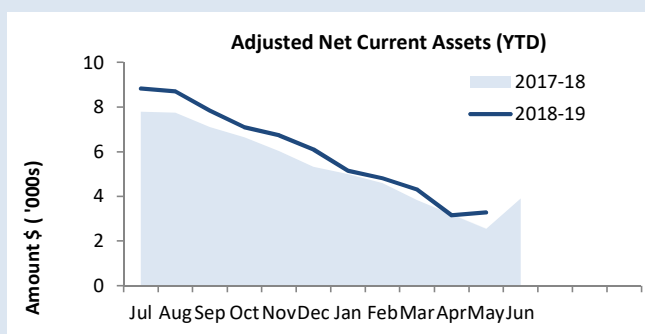
	Previous Period Actual	Year to Date Actual
Adjusted Net Current Assets	30 Apr 2019	31 May 2019
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	3,690,989	3,215,441
Cash Restricted (Reserves)	3,970,754	3,970,754
Receivables - Rates and Rubbish, ESL, Excess Rates	423,103	372,969
Receivables - Other	208,656	33,629
Inventories	28,491	32,168
	8,321,993	7,624,961
<b>Less: Current Liabilities</b>		
Payables	(987,933)	(166,126)
Loan Liability	(49,187)	(9,530)
Provisions	(596,311)	(596,311)
	(1,633,431)	(771,966)
<b>Net Current Asset Position</b>	6,688,562	6,852,995
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	49,187	9,530
Adjustment for Trust Transactions Within Muni	(1,182)	(1,159)
<b>Net Current Funding Position</b>	<b>3,154,953</b>	<b>3,279,752</b>

**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)**

**\$3.28 M**

**Last Period Actual**

**Surplus(Deficit)**

**\$3.15 M**

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

	Investment Value \$	Maturity Date	Rate	Institution	Investment %
<b>Cash Unrestricted</b>					
Municipal Fund	1.0 million	27/06/2019	2.00%	Bankwest	50%
Municipal Fund	1.0 million	28/06/2019	2.00%	Bankwest	50%
	2.0 million				100%
<b>Cash Restricted (Reserves)</b>					
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%
<b>Total Investment Holdings via Entity</b>					
NAB	1.8 million				32%
Westpac	1.8 million				32%
Bankwest	2.0 million				36%
	5.6 million				100%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 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 current year is an Actual Variance exceeding 10% and a value greater than \$15,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Law, Order and Public Safety	24,107	30%	▲	Permanent	Increased BFB grant received
Health	19,977	45%	▲	Permanent	Invoice raised to reclaim demolition costs for Loch Street
Recreation and Culture	70,792	37%	▲	Permanent	Insurance claims income received for Golf Club and Artworks
Transport	(613,244)	(176%)	▼	Timing	Wandrra reimbursements not received
Other Property and Services	95,548	56%	▲	Permanent	LGIS good claims rebate received Insurance claim income received for Rubber tyred roller
<b>Expenditure from operating activities</b>					
Education and Welfare	280,726	21%	▲	Timing	HACC, CHSP, HCP & Aged Other - Expenditure estimated evenly over 12 months
Community Amenities	177,571	14%	▲	Timing	Contract town planning, Cemetery maintenance/operations, public convenience maintenance expenditure all under budget
Recreation and Culture	355,669	13%	▲	Timing	Town hall building maintenance, parks and gardens, town oval maintenance, NRRC electricity, community chest, event festival matching expenditure all under budget
Other Property and Services	(62,225)	(56%)	▼	Timing	Public works overhead and Plant operation costs under recovered due to higher expenditure
<b>Investing Activities</b>					
Proceeds from Disposal of Assets	(100,690)	(18%)	▼	Timing	Executive vehicle, ecombi roller, twin drum turf roller not disposed of
Capital Acquisitions	1,466,973	1726%	▲	Timing	Refer to Capital Acquisitions Note
<b>Financing Activities</b>					

**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

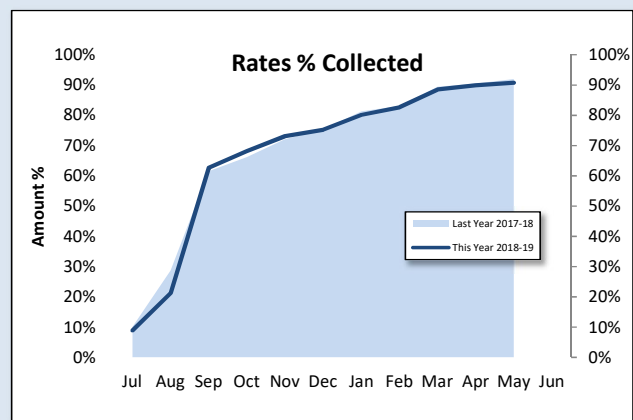
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 2019**

Rates Receivable	30 Jun 18	31 May 19
	\$	\$
Opening Arrears Previous Years	492,340	492,340
Levied this year		4,790,002
Movement in Excess Rates		(90,732)
Domestic Refuse Collection Charges		471,569
Domestic Services (Additional)		3,466
Commercial Collection Charge		44,814
Commercial Collection Charge (Additional)		45,287
Total Rates and Rubbish (YTD)	5,153,240	5,278,045
Less Collections to date	(5,153,240)	(5,237,099)
<b>Net Rates Collectable</b>	<b>492,340</b>	<b>533,286</b>
% Collected	91.28%	90.97%
Pensioner Deferred Rates		(153,532)
Pensioner Deferred ESL		(6,786)
<b>Total Rates and Rubbish, ESL, Excess Rates</b>		<b>372,969</b>

**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.



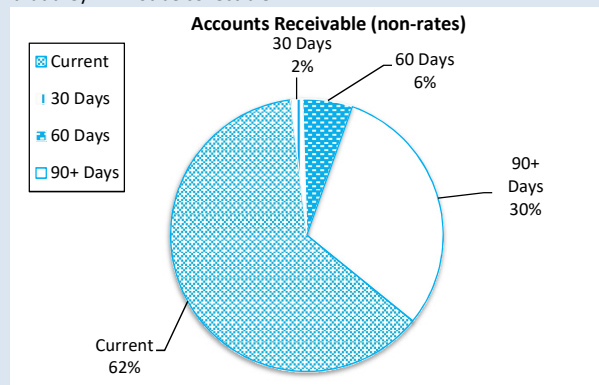
Collected	Rates Due
<b>91%</b>	<b>\$372,969</b>

**OPERATING ACTIVITIES  
RECEIVABLES**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	36,793	855	3,486	17,975	59,109
Percentage	62%	1%	6%	30%	
<b>Balance per Trial Balance</b>					
Rates Pensioner Rebate Claims					2,425
GST Input					9,063
Provision For Doubtful Debts					(37,776)
<b>Total Receivables General Outstanding</b>					<b>32,821</b>
<b>Amounts shown above include GST (where applicable)</b>					

**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.



<b>Debtors Due</b>
<b>\$32,821</b>
<b>Over 30 Days</b>
<b>38%</b>
<b>Over 90 Days</b>
<b>30%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 2019**

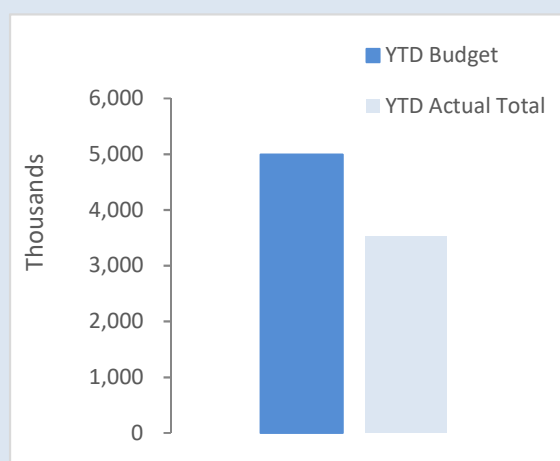
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Amended Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land and Buildings	1,609,202	1,499,199	652,413	846,786
Plant & Equipment	1,427,253	1,133,997	1,014,851	119,146
Furniture & Equipment	98,811	98,811	54,532	44,279
Roads	1,690,671	1,690,588	1,434,638	255,950
Footpaths	51,300	47,100	52,300	(5,200)
Road Drainage	33,589	33,589	2,194	31,395
Other Infrastructure	591,261	475,121	301,301	173,820
Parks and Gardens	14,000	14,000	13,203	797
<b>Capital Expenditure Totals</b>	<b>5,516,086</b>	<b>4,992,405</b>	<b>3,525,432</b>	<b>1,466,973</b>

**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
	<b>\$5.19 M</b>	<b>\$3.53 M</b>	<b>64%</b>

To be read in conjunction with Strategic Projects Tracker

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 2019**

**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion
















































	Amended Budget	YTD Budget	YTD Actual	Variance Under(Over)
	\$	\$	\$	\$
<b>Capital Expenditure</b>				
<b>Land and Buildings</b>				
 Building Renovation Administration	190,060	190,060	7,071	182,989
 Animal Pound Building (Capital)	7,781	7,781	455	7,326
 Other Law & Order Building (Capital)	455	454	455	(1)
 HACC - Building (Capital)	56,602	56,602	52,991	3,611
 Kitchen Upgrade	35,000	35,000	22,655	12,345
 Mackie Park Public Toilets and Office - Capital	15,000	15,000	16,336	(1,336)
 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	148,631	81,319
 NRRC Building Capital 2018-19	153,668	153,668	166,620	(12,952)
 Tennis Clubroom Roof Repairs	7,500	7,500	6,556	944
 Library Landscape - Stage 1	100,000	100,000	72,403	27,597
 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	241,364	4,060	237,304
 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)
	<b>1,609,202</b>	<b>1,499,199</b>	<b>652,413</b>	<b>846,786</b>
<b>Plant and Equipment</b>				
 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	27,000	0	27,000
 NGN839 CHCP Vehicle	27,000	27,000	0	27,000
 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
 ON0 EMTRS Vehicle 2018 (3)	36,389	36,388	36,389	(1)
 ON0 EMTRS Vehicle 2019	36,508	36,508	36,498	10
 ON0 EMTRS Vehicle 2019 (2)	36,508	36,508	0	36,508
 ON0 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)
 1NO 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)
 Workshop Tool Purchase (Mechanic)	14,206	14,205	14,206	(1)



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 2019**

**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**






























% of Completion

	Amended Budget	YTD Budget	YTD Actual	Variance Under(Over)
 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	49,440	0	49,440
 ONGN EMCCS Vehicle 2018(2)	34,676	0	34,676	(34,676)
 ONGN EMCCS Vehicle 2019	34,651	34,651	0	34,651
 002 NGN MF Vehicle 2018	21,804	21,803	21,804	(1)
 NGN 0 MLC Vehicle 2018	22,281	22,281	22,281	(0)
	<b>1,427,253</b>	<b>1,133,997</b>	<b>1,014,851</b>	<b>119,146</b>
<b>Furniture and Equipment</b>				
 Airconditioner Upgrade - DRS	20,000	20,000	0	20,000
 Replace Pelments and Drapes, Jessie House	4,415	4,415	4,014	401
 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	180	14,820
 Jessie House Airconditioner	6,881	6,881	6,881	0
 Library Software Upgrade	13,000	13,000	14,518	(1,518)
	<b>98,811</b>	<b>98,811</b>	<b>54,532</b>	<b>44,279</b>
<b>Infrastructure - Roads</b>				
 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	10,089	60,519
 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	54,290	31,330
 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	634,791	(14,403)
 Congelin - Narrogin Road - Renewal (Local) (RRG)	167,100	167,092	170,600	(3,508)
	<b>1,690,671</b>	<b>1,690,588</b>	<b>1,434,638</b>	<b>255,950</b>
<b>Infrastructure - Footpaths</b>				
 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	0	0	500	(500)
 Felspar Street Footpath Construction (Karinya Cottage Homes)	19,000	19,000	19,500	(500)
	<b>51,300</b>	<b>47,100</b>	<b>52,300</b>	<b>(5,200)</b>
<b>Infrastructure - Drainage</b>				
 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 31 MAY 2019**

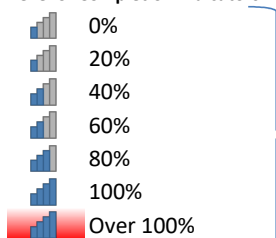
**INVESTING ACTIVITIES  
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

	Amended Budget	YTD Budget	YTD Actual	Variance Under(Over)
	<b>33,589</b>	<b>33,589</b>	<b>2,194</b>	<b>31,395</b>
<b>Infrastructure - Other</b>				
 Refuse Site Transfer Station	7,962	0	7,962	(7,962)
 Bin Surrounds	20,326	16,930	21,203	(4,273)
 Cemetery Upgrade	57,440	57,440	24,521	32,919
 Gnarojin Park Master Plan	23,248	23,248	22,625	623
 CBD Design - Colour Palette and signage	10,000	10,000	8,847	1,153
 Townscape - Highbury	5,000	3,750	2,260	1,490
 Townscape - Narrogin	10,000	7,500	9,548	(2,048)
 NRRC Infrastructure Other (Capital)	10,000	10,000	(60)	10,060
 Foxes Lair	17,000	17,000	9,800	7,200
 Heritage Trail	42,185	28,122	24,670	3,452
 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	1,000	19,000
 Highbury Tennis Court	0	0	312	(312)
 Narrogin Walk Trails Master Plan	16,000	0	15,900	(15,900)
 Mountain Bike & Pump Track Feasibility Study	9,900	6,600	0	6,600
 Skate Park Improvements	55,200	55,200	19,382	35,818
 Watt Street - Playground Equipment	0	0	0	0
 Gnarojin Community Garden Carpark & Driveway Upgrade	10,000	10,000	2,708	7,292
 Museum Carpark	60,000	60,000	56,226	3,774
 Pioneer Drive Carpark	50,000	0	21,756	(21,756)
 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	23,332	0	23,332
 Site Inspection Report - Felspar St Depot	20,000	20,000	16,717	3,283
 Economic Development Strategy	30,000	24,000	0	24,000
 Commercial Standpipe (Highbury West & Chomley Road)	25,000	25,000	17,217	7,783
	<b>591,261</b>	<b>475,121</b>	<b>301,301</b>	<b>173,820</b>
<b>Infrastructure - Parks &amp; Gardens</b>				
 Sydney Hall Way Park Bikepath Capital	14,000	14,000	13,203	797
	<b>14,000</b>	<b>14,000</b>	<b>13,203</b>	<b>797</b>
<b>Capital Expenditure Totals</b>	<b>5,516,086</b>	<b>4,992,405</b>	<b>3,525,432</b>	<b>1,466,973</b>

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

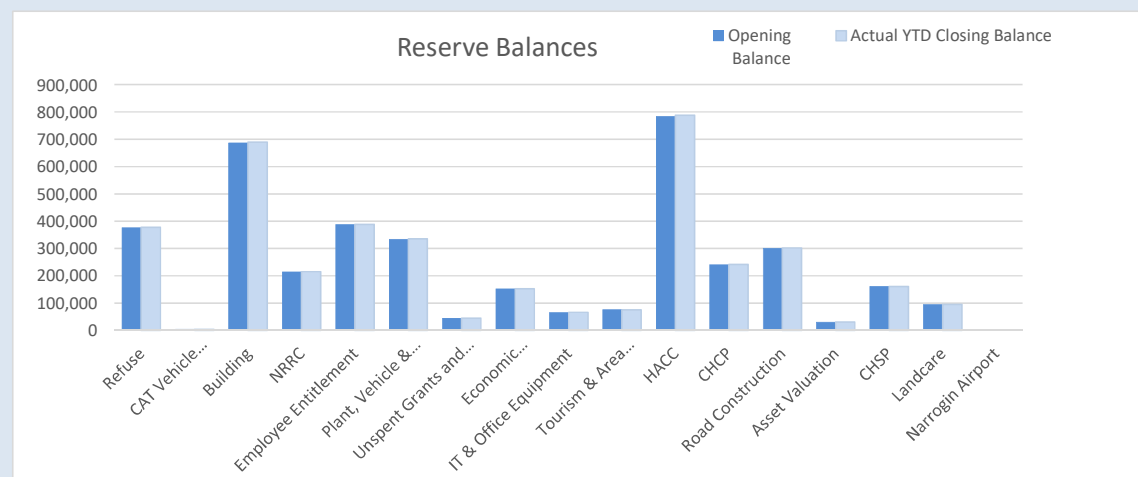
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 2019

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
	<b>3,954,799</b>	<b>70,000</b>	<b>15,956</b>	<b>866,458</b>	<b>0</b>	<b>1,273,480</b>	<b>0</b>	<b>3,617,777</b>	<b>3,970,754</b>

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 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
					\$	\$	\$	\$
		<b>Budget Adoption</b>						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 31 MAY 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		13,802		(42,041)
2110314		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(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		11,533		(32,573)
2110317		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,571		(31,002)
2110319		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,500		(28,502)
2110320		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		5,262		(23,240)
2110321		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		740		(22,500)
2110322		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		110		(22,390)
2110325		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		3,360		(19,030)
2110326		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		327		(18,703)
2110331		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(5,060)	(23,763)
2110332		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(960)	(24,723)
2110334		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(19,230)	(43,953)
2110802		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		8,378		(35,575)
2110805		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(2,000)	(37,575)
2110816		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		7,529		(30,046)
2110834		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(667)	(30,713)
2120200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,000)	(33,713)
2120211		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(10,000)	(43,713)
2120214		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(1,500)	(45,213)
2120217		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.24		(45,212)
2120391		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(94,197)	(139,410)
2130200		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		8,500		(130,910)
2130203		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(12,750)	(143,660)
2130204		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		479		(143,181)
2130205		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		250		(142,931)
2130319		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,500)	(146,431)
2130606		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(3,275)	(149,706)
2130607		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		2,930		(146,776)
2130609		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		0.27		(146,776)
2130610		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(0.10)	(146,776)
2140100		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		10,000		(136,776)
2140215		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses			(40,000)	(176,776)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 MAY 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 31 MAY 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			(3,460)	(1,057,645)
2100699		Budget Amendment as per Council Resolution 0219.016, 27 February 2019	0219.016	Operating Expenses		1,743		(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 31 MAY 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 31 MAY 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 31 May 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	
<b>Governance</b>														
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	35,189.38	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
<b>Law, Order &amp; Public Safety</b>														
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	454.55	Azhar Awang							
<b>Education &amp; Welfare</b>														
12	HACC - Building (Capital)		HACC - Building (Capital)	kitchen upgrade \$35,000	35,000.00	22,655.13	Frank Ludovico							Completion June
<b>Community Amenities</b>														
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	16,335.90	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	9,725.19	Azhar Awang							
<b>Recreation &amp; Culture</b>														
30	HALLS - Furniture & Equipment (Capital) GEN	Comm	Town Hall Airconditioner	Humidifier and air cond of Art Collection	7,500.00	180.00	Azhar Awang							
31	HALLS - Furniture & Equipment (Capital) GEN		Town Hall Airconditioner	Relocate Air conditioner	7,500.00	180.00	Azhar Awang							
37	NRRC - Infrastructure Other (Capital)	C/FWD	NRRC Infrastructure Other (Capital)	Multiple Club trophy cabinet \$10,000	10,000.00	8,340.00	Azhar Awang							
38	REC - Infrastructure Other (Capital)		Foxes Lair	Repair washouts to Foxes Lair tracks \$10,000, Signage \$7,000	17,000.00	14,541.95	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	9,978.00	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	81,809.92	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	1,980.00	Azhar Awang							
50	HERITAGE - Building (Capital)		CCTV Installation Old Courthouse Museum	Install CCTV Old Courthouse Museum \$7,500.	7,500.00	6,988.00	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	8,847.00	Azhar Awang							
<b>Transport</b>														
53	ROADC - Infrastructure Other (Capital)		Museum Carpark	Renew with asphalt and kerbing (many cracked and lifted areas)	60,000.00	56,226.47	Torre Evans							
54	ROADC - Infrastructure Other (Capital)		Pioneer Carpark	Preliminary Carpark Earthworks (Cr request)	50,000.00	21,756.45	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	2019/20	Responsible Officer	January	February	March	April	May	June	Comments
					Annual Budget incl Amendments	YTD Actual incl o/s Purchase orders								
57	ROADC - Roads (Capital) - Council Funded		Whinbin Rock Road - Renewal (Rural)	Resheet	70,618.00	15,588.61	Torre Evans							
81	ROADC - Drainage (Capital)		Drainage - Butler Street	December 2017 Council meeting Resolution 1217.141	33,589.00	2,193.70	Azhar Awang							
86	PLANT - Plant & Equipment (Capital)		ONO EMTRS Vehicle 2019 (2)		36,508.00	-	Torre Evans							
87	PLANT - Plant & Equipment (Capital)		ONO EMTRS Vehicle 2019 (3)		36,508.00	-	Torre Evans							
90	PLANT - Plant & Equipment (Capital)		N001 MO Vehicle 2019(2)		36,870.00	-	Torre Evans							
104	TOUR - Building (Capital)	C/FWD	Accommodation Units (NCP)		351,364.00	4,877.94	Frank Ludovico							Completion June
105	TOUR - Building (Capital)	C/FWD	Caravan Park Renovations	Retailing of ablution block 1 \$60,000, Universal access toilet \$60,000	183,896.00	84,111.00	Frank Ludovico							0
106	TOUR - Building (Capital)		Visitor Information Bay Upgrade (Williams Road)	Remove old signs, repaint, install new signs	20,000.00	12,847.66	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							Occuring when 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							
114	ADMIN - Plant and Equipment (Capital)		1NGN CEO Vehicle 2019(2)		49,440.00	-	Torre Evans							
116	ADMIN - Plant and Equipment (Capital)		ONGN 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							
					<b>1,919,131.00</b>	<b>738,108.63</b>								
<b>COMPLETED PROJECTS</b>														
5	ANIMAL - Plant & Equipment (Capital)	C/FWD	N005 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	48,977.37	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							
15	CHCP - Plant & Equipment (Capital) GEN		NGN 839 Toyota Altise		27,000.00	20,089.45	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	39,704.01	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	2019/20 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		Wangeling 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	54,289.55	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	634,791.16	Torre Evans							
77	ROADC - Roads (Capital) - Regional Road Group		Congelin - Narrogin Road - Renewal (Local) (RRG)	Stabilise and Seal	167,100.00	170,599.70	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)		ONO EMTRS Vehicle 2018 (3)		36,388.81	36,388.81	Torre Evans							
85	PLANT - Plant & Equipment (Capital)		ONO EMTRS Vehicle 2019		36,508.00	36,497.91	Torre Evans							
88	PLANT - Plant & Equipment (Capital)		N001 MO Vehicle 2018(2)		36,242.56	36,242.56	Torre Evans							
89	PLANT - Plant & Equipment (Capital)		N001 MO Vehicle 2019		36,870.00	36,242.55	Torre Evans							
91	PLANT - Plant & Equipment (Capital)		Works Supervisor Vehicle 2018		35,415.91	35,415.91	Torre Evans							
92	PLANT - Plant & Equipment (Capital)		1NO 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							
					<b>3,457,174.43</b>	<b>3,140,603.44</b>								

### 10.3.3 SUNDRY DEBTOR WRITE-OFFS

File Reference	12.7.1
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	06 June 2019
Author	Nicole Bryant – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	1. Debt Write-Off – Confidential attachment provided separate cover

#### Summary

A review of outstanding sundry and rates debtors is carried out on an annual basis to ensure the financial position of Council is accurately reflected.

Council is requested to write off debtors as per attachment due to values outstanding being considered unrecoverable.

#### Background

Nil

#### Comment

As part of the preparation of the Shire's end of year financial accounts, a review of the Shire's outstanding sundry and rates debtors has been undertaken. This review revealed no outstanding rates debtors requiring write off this financial year, however the review has resulted in a recommendation to write off debt of \$2,621.75 in outstanding sundry debtors.

Details of unrecoverable sundry debtors are outlined in Attachment 1.

#### Consultation

Executive Manager Corporate and Community Services  
Executive Manager Development and Regulatory Services  
Finance Officer – Support  
Finance Officer – Rates

### Statutory Environment

Section 6.12 Local Government Act 1995 is applicable. This section gives Council the power to write off debts.

Unrecoverable debts up to the individual value of \$100 may be written off under Council Delegation 3.7, however those over \$100 are to be brought to Council for write off on an annual basis.

### Policy Implications

Nil

### Financial Implications

Council's end of year financial statements should accurately reflect Council's known financial position.

There will a minimal financial impact as a result of writing of this debt as adequate provision has been made in the Shire's balance sheet for this purpose.

### 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

Absolute Majority

#### **OFFICERS' RECOMMENDATION**

That Council in accordance with section 6.12 of the Local Government Act 1995 approve the write-off of debts totalling \$2,621.75 as per the confidential attachment.

### 10.3.4 PROPOSED 2019/20 FEES & CHARGES

File Reference	12.4.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	10 May 2019
Author	Nicole Bryant – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate and Community Services
Attachments	1. Fees and Charges 2019/20 Proposed

#### Summary

The Shire's proposed Fees and Charges are presented to Council for consideration for the Financial Year 2019/20. The approved Fees and Charges are required to be advertised (informing) for a minimum period of seven (7) days before the new fees and charges become effective early in the start of the 2019/20 financial year (approximately 15 July 2019).

#### Background

The proposed Fees and Charges have been collated and compiled in consultation with Executive Management responsible for providing the relevant services to the community and ensuring appropriate levels of income/cost recovery are generated for the Shire.

Attached is a Schedule of the proposed Fees and Charges for 2019/20. The 2017/18 and 2018/19 Fees and Charges have been included for Council's reference along with percentage change for each fee, to highlight the changes considered for next financial year. Proposed newly introduced fees and charges for 2019/20 year are indicated as "new" in the schedule.

#### Comment

Overall, Fees and Charges in most program areas have remained the same as for 2018/19 year, with some adjustments made for CPI. Importantly, refuse collection charges remain unchanged from 2018/19 levels.

Overall, Fees and Charges in most program areas have increased in line with the 'Local Government Cost Index' for 2019/20 of 2.0% (rounding may actually generate a slightly higher percentage). Fees were also assessed to consider whether or not they reflected the true Council expenditure associated with the revenue. Also, in some instances new fees were created to reflect new activities and in other areas greater clarification of a Fee has been provided. Generally, the changes are considered relatively minor.

A complete list of fees and charges (including statutory) have been included in the schedule to provide users with a single point of reference for fees and charges. Please note that Statutory Fees and Charges can be altered at any time by relevant Government Departments and if this occurs the Schedule will be updated.

### Consultation

Chief Executive Officer  
Executive Manager Corporate and Community Services  
Executive Manager Development and Regulatory Services  
Executive Manager Technical and Rural Services  
Manager Operations  
Manager Community Care Services

### Statutory Environment

Local Government Act 1995, Section 6.16(Imposition of Fees and charges), 6.17 (Setting level of fees and charges) and 6.19 (Local government to give notice of fees and charges).

Local Government Act 1995, Section 1.7 (Local public notice).

### Policy Implications

Nil

### Financial Implications

The revenue raised from fees and charges set by Council will underpin to a degree, its ability to provide services and facilities for the 2019/20 financial year and into the future.

### 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

Absolute Majority

#### **OFFICERS' RECOMMENDATION**

That, with respect to the proposed 2019/20 Fees & Charges, Council adopt the 2019/20 Fees and Charges Schedule as presented in Attachment 1 and advertise for information for a period of 7 days prior to them taking affect.



## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
				\$				
<b>BUSINESS UNIT: GENERAL PURPOSE FUNDING</b>								
<b>Rates</b>								
3030125.1502	Penalty interest			11.00%	0%	11.00%	0%	11.00%
3030126.1502	Instalment interest			5.50%	0%	5.50%	0%	5.50%
3030128.1304	Instalment charge (statutory 4 instalments)			52.50	3%	51.00	6%	48.00
<b>Ad hoc payment arrangements</b>								
3030132.1304	1 to 2 payments			0.00	0%	0.00	0%	0.00
3030132.1304	2 to 5 payments			18.50	3%	18.00	20%	15.00
3030132.1304	Greater than 5			52.50	5%	50.00	4%	48.00
3030132.1304	Payment arrangement - dishonour fee			11.00	10%	10.00	NEW	
3040204.1304	Electoral roll copy			15.30	2%	15.00	36%	11.00
3040204.1304	Rate Book (Paper copy)	Yes		102.00	2%	100.00	NEW	
3040204.1304	Rate Book (Electronic copy)	Yes		76.50	2%	75.00	NEW	
3030129.1304	Rate enquiries			76.50	2%	75.00	7%	70.00
3100605.1304	Orders & Requisitions			137.70	2%	135.00	4%	130.00
3030129.1304	Request for additional copies of a Rate Notice			15.30	2%	15.00	0%	15.00
3030131.1103	Debt collection fee - Landgate title search fee (per search)			30.00	15%	26.00	4%	25.00
3030131.1103	Debt collection fee - caveat withdrawal			183.00	10%	167.00	2%	164.00
3030131.1103	Debt collection fee - caveat lodgement			183.00	10%	167.00	2%	164.00
3030131.1103	Debt collection fee - property seize & sale order			183.00	10%	167.00	2%	164.00
<b>Other General Purpose Funding</b>								
	Outstanding sundry debtors			11.00%	0%	11.00%	0%	11.00%
3030404.1304	1 to 2 payments			0.00	0%	0.00	NEW	0.00
3030404.1304	2 to 5 payments			18.50	3%	18.00	NEW	15.00
3030404.1304	Greater than 5			52.50	5%	50.00	NEW	48.00
3030404.1304	Payment arrangement - dishonour fee			11.00	10%	10.00	NEW	
<b>BUSINESS UNIT: LAW, ORDER &amp; PUBLIC SAFETY</b>								
<b>Ranger Services</b>								
3050302.1301	Seizure impoundment registered dog/cat		S	30.00	0%	30.00	0%	30.00
3050302.1301	Seizure impoundment unregistered dog/cat		S	100.00	0%	100.00	0%	100.00
3050300.1304	Daily impound fee			16.00	0%	16.00	3%	15.50
3050303.1304	Destruction/disposal of dog/cat			200.00	0%	200.00	0%	200.00
3050300.1304	Surrender of dog/cat			105.00	0%	105.00	2%	103.00
3050300.1304	Out of hours release fee		S	100.00	0%	100.00	0%	100.00
3050300.1304	Sale of dog/cat (excluding license)	Yes		53.00	0%	53.00	3%	51.50
3050301.1304	Unsterilised dog/cat registration fee 1 year		S	50.00	0%	50.00	0%	50.00
3050301.1304	Unsterilised dog/cat registration pensioner fee 1 year		S	25.00	0%	25.00		

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
3050301.1304	Unsterilised dog/cat registration fee 3 years		S	120.00	0%	120.00	0%	120.00
3050301.1304	Unsterilised dog/cat registration pensioner fee 3 years		S	60.00	0%	60.00		
3050301.1304	Unsterilised dog/cat registration fee life time		S	250.00	0%	250.00	0%	250.00
3050301.1304	Unsterilised dog/cat registration pensioner fee life time		S	125.00	0%	125.00		
3050301.1304	Sterilised dog/cat registration fee 1 year		S	20.00	0%	20.00	0%	20.00
3050301.1304	Sterilised dog/cat registration pensioner fee 1 year		S	10.00	0%	10.00		
3050301.1304	Sterilised dog/cat registration fee 3 years		S	42.50	0%	42.50	0%	42.50
3050301.1304	Sterilised dog/cat registration pensioner fee 3 years		S	21.25	0%	21.25		
3050301.1304	Sterilised dog/cat registration fee life time		S	100.00	0%	100.00	0%	100.00
3050301.1304	Sterilised dog/cat registration pensioner fee life time		S	50.00	0%	50.00		
3050301.1304	Sterilised Working dog fee 1 year		S	5.00	0%	5.00		
3050301.1304	Sterilised Working dog fee 3 year		S	10.60	0%	10.60		
3050301.1304	Sterilised Working dog fee lifetime		S	25.00	0%	25.00		
3050301.1304	Dangerous dog registration fee 1 year		S	50.00	0%	50.00	0%	50.00
3050301.1304	Annual application for approval or renewal of approval to breed cats (per cat)		S	100.00	0%	100.00	0%	100.00
3050305.1304	Application to keep more than standard number of cats - residential		S	20.00	0%	20.00	0%	20.00
3050305.1304	Application to keep more than standard number of cats - cat management facility		S	500.00	0%	500.00	0%	500.00
3050305.1304	Renewal of permit - cat management facility or cat breeder		S	100.00	0%	100.00	0%	100.00
3050301.1304	Cats registered after 31 May in any year, for that registration year		S	50% of the fee payable		50% of the fee payable		50% of the fee payable
3050305.1304	Application for a kennel licence		S	700.00	0%	700.00	0%	700.00
3050305.1304	Issue of a kennel licence or renewal of a kennel licence		S	100.00	0%	100.00	0%	100.00
3050305.1304	Application to transfer a kennel licence		S	100.00	0%	100.00	0%	100.00
3050305.1304	Application to keep more than standard number of dogs		S	50.00	0%	50.00	0%	50.00
3050305.1304	Microchipping of impounded animal			30.00	0%	30.00		
3050305.1304	Impoundment of shopping trolley (per trolley)			25.00	0%	25.00		
3050301.1304	Dogs kept in approved kennel establishment licensed under section 27 of the Act, where not otherwise registered (per establishment)		S	200.00	0%	200.00	0%	200.00
3050301.1304	Penalty: unregistered dog/cat		S	200.00	0%	200.00	0%	200.00
3050301.1304	Penalty: dog in public place without a collar or tags		S	200.00	0%	200.00	0%	200.00
3050301.1304	Penalty: dog not on leash in certain public places		S	200.00	0%	200.00	0%	200.00
3050301.1304	Penalty: dog causing a nuisance		S	200.00	0%	200.00	0%	200.00
3050301.1304	Penalty: failure of alleged offender to give full name and address		S	200.00	0%	200.00	0%	200.00
3050304.1304	Ranger hourly rate (including travel time)	Yes		84.00	0%	84.00	2%	82.50
3050304.1304	Mileage rate per km	Yes		1.50	0%	1.50	50%	1.00
3050305.1304	Removal of trapped animal	Yes		21.00	0%	21.00	2%	20.50
3050305.1304	Hire of small animal trap per week	Yes		21.00	0%	21.00	2%	20.50
3050305.1304	Hire of large animal trap per week	Yes		32.00	0%	32.00	3%	31.00
3050305.1304	Bond for animal trap			58.00	0%	58.00	3%	56.50

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
3050305.1304	Anti barking device per month	Yes		32.00	0%	32.00	3%	31.00
	Anti barking device bond			58.00	0%	58.00	3%	56.50
	Dangerous dog collar:	Yes						
3050305.1304	- Small	Yes		35.00	0%	35.00	1%	34.50
3050305.1304	- Medium	Yes		55.00	0%	55.00	6%	52.00
3050305.1304	Dangerous dog sign	Yes		32.00	0%	32.00	8%	29.50
	Abandoned / Impounded Vehicles							
3050400.1301	- Towing charge			Cost plus 20%	0%	At cost		
3050400.1301	- Storage of impounded vehicle (per month or part thereof)			70.00	0%	70.00	4%	67.00
3050400.1301	- Administration			35.00	0%	35.00	6%	33.00
	Stock Impoundment							
3050305.1301	- As per Section 464 Local Government (Miscellaneous Provisions) Act 1960		S		NEW			
<b>BUSINESS UNIT: HEALTH</b>								
<b>Health Services</b>								
3070300.1300	Application to install waste water treatment system		S	125.00	6%	118.00	0%	118
3070300.1300	Permit to use waste water treatment system			125.00	0%	125.00	3%	121.5
3070300.1300	Report to Health Department on waste water system			125.00	0%	125.00	3%	121.5
3070301.1304	Annual food business (including Schools) registration fee (pro rata applies)		S	110.00	0%	110.00	0%	110
<del>3070301.1304</del>	<del>Itinerant Vendor License fee per day</del>		<del>S</del>	<del>250.00</del>	0%	250.00	0%	250
3070300.1300	Food business notification fee			50.00	-6%	53.00	3%	51.5
3070301.1304	Follow up inspection		S	110.00	0%	110.00	0%	110
3070300.1300	Annual caravan park licence		S	220.00	0%	220.00	0%	220
3070300.1300	Itinerant food vendor/stallholder fee per day		S	50.00	-55%	110.00	0%	110
3070300.1300	Annual itinerant food vendor/stallholder fee new or renewal		S	250.00	355%	55.00	0%	55
3070301.1304	Senior EHO - per hour	Yes		85.00	0%	85.00	3%	82.5
3070301.1304	EHO - per hour	Yes		60.00	0%	60.00	NEW	
3070301.1304	Mileage rate per km	Yes		1.50	0%	1.50	NEW	
3070301.1304	Liquor Act Certification Section 39 (commercial)			122.00	0%	122.00	0%	122.00
3070301.1304	Liquor Act Certification Section 39 (not for profit)			61.00	0%	61.00	0%	61.00
3070301.1304	Meat inspection fee			EHO Charge Out Rate		EHO Charge Out Rate		EHO Charge Out Rate
3070301.1304	Settlement inspection fee - upon request			110.00	0%	110.00	NEW	
3070301.1304	Re-inspection fee		S	110.00	0%	110.00	NEW	

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>BUSINESS UNIT: EDUCATION &amp; WELFARE</b>								
<b>Homecare</b>								
	HACC as set by Department of Health and Ageing schedule of fees and charges		S					
	CHSP as set by the Department of Health and Ageing schedule of fees and charges		S					
	CHCP (Department of Social Services)							
	Admin fee (client cost)			28%	0%	28%	N/A	18
	Co-ordination fee			7%	0%	7%	NEW	
	- Contingency internal 5%			5%	0%	5%	NEW	
	- Contingency external 10%			10%	0%	10%	NEW	
	Support worker (week day) per hour (include Personal Care and Home Maintenance)			55.00	0%	55.00	20%	46
	Support worker (week day after 6pm) per hour (include Personal Care and Home Maintenance)			65.00	0%	65.00	27%	51
	Support worker (Saturday)			65.00	0%	65.00	27%	51
	Support worker (Sunday) per hour			65.00	0%	65.00	-20%	81
	Support worker (Public Holiday) per hour			115.00	0%	115.00		
	Social Support Group Weekdays			102.00	0%	102.00	1%	101
	Social Support Group (Saturday) per day			122.00	0%	122.00	1%	121
	Social Support Group (Sunday and Public Holidays) per day			152.00	0%	152.00	1%	151
	Social Support Group transport 10km per trip			22.00	0%	22.00	5%	21
	Meals provided per meal - delivered by Meals on Wheels Committee main meal			Set by WACHS	#VALUE!	9.00	NEW	
	Meals provided per meal - delivered by Meals on Wheels Committee main meal and dessert			Set by WACHS	#VALUE!	13.00	NEW	
	Meals delivered by NHC			20.00	0%	20.00	NEW	
	Meals delivered by NHC - Sunday / Public Holiday			25.00	0%	25.00	NEW	
	Exit Fee			250.00	NEW			
	Co-ordination - An additional hourly rate may be applied in exceptional circumstance where high levels of Case Management are required.			55.00	0%	55.00	NEW	
	Travel per service per one way trip to 10kms (Driver included)			32.00	0%	32.00	3%	31
	Travel per service over 10 kms per km: Base Rate of \$32.00 plus 85 c per km			0.85	0%	0.85	NEW	
	<b>Note:</b> the applicable Support Worker Charge will also be incurred.							
	Acquired on behalf of the Client							
	Webster Packing and other consumables			At cost	0%	At cost		
	Clinical Nursing Care			At cost	0%	At cost		
	Allied Health			At cost	0%	At cost		
	Other Charges such as Equipment			At cost	0%	At cost		

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
	Mileage - charge out when Officers use their own vehicle to attend clients. <b>Our core service hours are 7 am to 6 pm. A minimum service duration of 1 hour will apply outside these hours. This may be reduced if another client needs a service around the same time.</b> <b>Late Notice Cancellation Charges-</b> Where a service is cancelled with less than 24 hours' notice a charge equivalent to the hourly charge will apply.			\$0.85 per km		\$0.85 per km		
	<b>General Fees</b>							
	Brokerage (Up to) per hour	Yes		101.00	0%	101.00	0%	101
	Rosa bus hire per hour (No dry hire)	Yes		55.00	0%	55.00	22%	45
	Rosa bus driver rate per km	Yes		1.10	0%	1.10	0%	1.1
	Hire of Jesse House (as approved by Manager)	Yes		150.00	0%	150.00		
<b>Other Welfare</b>								
	Veterans as set by the Department of Veterans Affairs	Yes						
	CATS vehicle				-100%	75.00	0%	75
	Perth	Yes		75.00				
	Busselton	Yes		85.00				
<b>BUSINESS UNIT: STAFF HOUSING</b>								
<b>Staff Housing</b>								
	Staff will be charged the difference between the housing subsidy and the cost to the Shire of renting the residential building (unless the employment contract states otherwise).	Yes						
<b>BUSINESS UNIT: COMMUNITY AMENITIES</b>								
<b>Sanitation - Household &amp; Other</b>								
<b>Rubbish Charges</b>								
3100100.1304	Domestic refuse services (first service)			226.00	0%	226.00	2%	221.50
3100200.1304	Commercial refuse services (first service)			231.00	0%	231.00	2%	226.50
3100203.1304	Special refuse service (first service)			339.00	0%	339.00	2%	332.50
3100101.1304	Additional service - household			226.00	0%	226.00	2%	221.50
3100207.1304	Additional service - commercial			253.00	0%	253.00	2%	248.00
3100201.1304	Additional pickup - commercial on a per bin per pick up basis			231.00	0%	231.00	2%	226.50
3100203.1304	Additional service - special refuse service			339.00	0%	340.00	2%	333.00
3100105.1304	Domestic recycling service			84.00	0%	84.00	2%	82.00

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>Refuse Site Fees</b>								
Free access for rate payers and residents who deliver capacities less than 1m3 to the refuse site, subject to proof of rate payer or residential status in the shire of Narrogin with proof being demonstrated via an acceptable process such as, Shire of Narrogin registration plates, rate notice or driver's licence								
<b>* NOTE: Quantities are per cubic metre or part thereof</b>								
3100202.1304	Waste per cubic metre			16.00	0%	16.00	3%	15.50
3100202.1304	Demolition waste per cubic metre			77.00	0%	77.00	3%	75.00
3100202.1304	Truck bodies			210.00	0%	210.00	2%	206.00
3100202.1304	Passenger tyre			8.25	0%	8.25	3%	8.00
3100202.1304	Light truck tyre			11.00	NEW			
3100202.1304	Truck tyre			15.00	0%	15.00	NEW	
3100202.1304	Car/truck battery			3.75	0%	3.75	7%	3.50
3100202.1304	Car bodies			39.00	0%	39.00	1%	38.50
3100202.1304	Small animal carcasses			27.00	0%	27.00	2%	26.50
3100202.1304	Large animal carcasses			81.00	0%	81.00	2%	79.50
3100202.1304	Liquid waste (oils) non-commercial per litre (dollars per litre)			0.20	0%	0.20	-60%	0.50
3100202.1304	Liquid waste (oils) Commercial Disposal per litre (dollars per litre)			0.20	0%	0.20	100%	0.100
3100202.1304	Liquid waste (excludes oils) per litre (dollars per litre)			0.10	0%	0.10	0%	0.100
3100202.1304	Green waste per 2.4m x 1.8m trailer (See <b>*NOTE</b> above)			7.00	0%	7.00	8%	6.50
3100202.1304	Green waste (commercial) per cubic metre			7.00	0%	7.00	8%	6.50
3100202.1304	Asbestos waste per cubic metre (see <b>*NOTE</b> above)			152.00	0%	152.00	2%	149.50
3100202.1304	Clinical/soiled waste per cubic metre (see <b>*NOTE</b> above)			152.00	0%	152.00	2%	149.50
<del>3100202.1304</del>	<del>First 6 x tip passes (residential properties only) (Expiry Date 31 August 2019)</del>			<del>Free</del>		<del>Free</del>		<del>Free</del>
<del>3100202.1304</del>	<del>Additional 6 x tip passes (Expiry Date 31 August 2019)</del>			<del>93.00</del>	0%	<del>93.00</del>	2%	<del>91.50</del>
<del>3100202.1304</del>	<del>First 9 x green waste passes (residential properties only) (Expiry Date 31 August 2019)</del>			<del>Free</del>		<del>Free</del>		<del>Free</del>
<del>3100202.1304</del>	<del>Additional 9 x green waste passes (Expiry Date 31 August 2019)</del>			<del>52.00</del>	0%	<del>52.00</del>	2%	<del>51.00</del>
A Discount of 10% off the normal purchase price of additional green waste and tip passes will apply when purchased from the Shire's Administration Centre								
3100202.1304	Power pole butts per cubic metre (contaminated timber)			148.00	0%	148.00	2%	145.00
<b>General Waste from Outside the Shire of Narrogin</b>								
3100202.1304	Per cubic metre			79.00	0%	79.00	2%	77.50
3100202.1304	General Waste from surrounding Shire's (Cuballing & Williams) per tonne			79.00	NEW			
<b>Recycled Water</b>								
310300.1304	Sale of recycled water per kilo litre	Yes		1.50	0%	1.50	0%	1.50
	Narrogin Racing as per lease agreement	Yes						

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>Town Planning</b>								
<b>Planning Services</b>								
3100600.1304	Home Occupation - initial application fee		S	222.00	0%	222.00	0%	222
3100600.1304	Home Occupation - annual renewal fee		S	73.00	0%	73.00	0%	73
3100600.1304	Zoning Certificates, Property Settlements & Enquiries (Zoning)		S	73.00	0%	73.00	0%	73
3100600.1304	Planning Application fees based on cost of development (as amended)							
3100600.1304	(a) Not more than \$50,000		S	147.00	0%	147.00	0%	147
3100600.1304	(b) More than \$50,000 but not more than \$500,000 based on estimated costs		S	0.32%	0%	0.00	0%	0.32%
3100600.1304	(c) More than \$500,000 but not more than \$2.5 million		S	\$1,700.00 plus 0.257% for every \$1 in excess of \$500,000		\$1,700.00 plus 0.257% for every \$1 in excess of \$500,000	0%	\$1,700.00 plus 0.257% for every \$1 in excess of \$500,000
3100600.1304	(d) More than \$2.5 million but not more than \$5 million		S	\$7,161.00 plus 0.206% for every \$1 in excess of \$2.5m		\$7,161.00 plus 0.206% for every \$1 in excess of \$2.5m	0%	\$7,161.00 plus 0.206% for every \$1 in excess of \$2.5m
3100600.1304	(e) More than \$5 million but not more than \$21.5 million		S	\$12,633.00 plus 0.123% in excess of every \$1 in excess of \$5 million		\$12,633.00 plus 0.123% in excess of every \$1 in excess of \$5 million	0%	\$12,633.00 plus 0.123% in excess of every \$1 in excess of \$5 million
3100600.1304	(f) More than \$21.5 million		S	34,196.00	0%	34,196.00	0%	34196
3100600.1304	Subdivision/Strata Clearance fees							
3100600.1304	(a) Not more than 5 lots -per lot		S	73.00	0%	73.00	0%	73
3100600.1304	(b) More than 5 lots but not more than 195 lots - per lot over 5		S	35.00	0%	35.00	0%	35
3100600.1304	(c) More than 195 Lots		S	7,393.00	0%	7,393.00	0%	7393
3100600.1304	Change of use fee		S	295.00	0%	295.00	0%	295
3100600.1304	Fee for use/development already commenced		S	Development fee plus Twice the schedule fee		Twice the schedule fee		Twice the schedule fee
3100600.1304	Provision of Written Planning Advice		S	73.00	0%	73.00	0%	73
3100600.1304	Determining an application to amend or cancel development approval		S	295.00	0%	295.00	0%	295
3100600.1304	Executive Manager Development & Regulatory Services - per hour		S	130.00	0%	130.00	0%	130
3100600.1304	Manager - per hour		S	85.00	0%	85.00	-3%	88
3100600.1304	Town Planner - per hour			60.00	0%	60.00	NEW	
3100600.1304	Secretary Administrative Officer - per hour		S	45.00	0%	45.00	0%	45
3100600.1304	Vehicles mileage rate	Yes		1.50	0%	1.50	NEW	

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
	Structure Plan and Local Development Plan Scheme Amendment							
3100600.1304	- Basic			2,800.00	0%	2,800.00	0%	2,800.00
3100600.1304	- Standard			4,200.00	0%	4,200.00	0%	4,200.00
3100600.1304	- Complex			5,500.00	0%	5,500.00	0%	5,500.00
3100600.1304	Sign Application			147.00	0%	147.00	0%	147.00
3100600.1304	Extractive Industry - new			739.00	0%	739.00	0%	739.00
3100600.1304	Extractive Industry - commenced or carried out			1,478.00	0%	1,478.00	0%	1,478.00
3100600.1304	Liquor Act Certification Section 40		S	122.00	0%	122.00	0%	122.00
3100601.1304	Landgate title search fee (per search)			30.00	NEW	NEW		
<b>Other Community Amenities</b>								
<b>Cemetery</b>								
<b>Single Burial Permits:</b>								
3100800.1304	Application	Yes		50.00	0%	50.00	0%	50.00
3100800.1304	Grant of Right of Burial - immediate use only	Yes		250.00	0%	250.00	0%	250.00
3100800.1304	Interment in a grave 2.1 metres deep	Yes		1,500.00	0%	1,500.00	0%	1,500.00
3100800.1304	Re-opening of an ordinary grave for 2nd or 3rd burial	Yes		1,500.00	0%	1,500.00	0%	1,500.00
3100800.1304	Reinstatement, if required	Yes		500.00	0%	500.00	0%	500.00
3100800.1304	After hours interment - weekdays	Yes		250.00	0%	250.00	0%	250.00
3100800.1304	After hours interment - weekend/public holidays	Yes		500.00	0%	500.00	0%	500.00
<b>Exhumation:</b>								
3100800.1304	Exhumation	Yes		2,400.00	0%	2,400.00	0%	2,400.00
3100800.1304	Exhumation reinstatement in existing grave, if required	Yes		500.00	0%	500.00	0%	500.00
3100800.1304	Interment in a new grave after exhumation	Yes		1,500.00	0%	1,500.00	0%	1,500.00
<b>Ashes</b>								
<b>Single interment permit:</b>								
3100801.1304	Application (single funeral permit & permission to place a plaque)	Yes		50.00	0%	50.00	0%	50.00
3100801.1304	Grant for use of Niche Wall	Yes		250.00	0%	250.00	0%	250.00
3100801.1304	Interment - Niche Wall (temporary blank cover)	Yes		200.00	0%	200.00	0%	200.00
3100801.1304	Interment - garden	Yes		200.00	0%	200.00	0%	200.00
3100800.1304	Interment - grave	Yes		300.00	0%	300.00	0%	300.00
3100800.1304	Interment - scattering	Yes		0.00	0%	0.00	0%	0.00
3100800.1304	After hours interment - weekdays	Yes		100.00	0%	100.00	0%	100.00
3100800.1304	After hours interment - weekend/public holidays	Yes		200.00	0%	200.00	0%	200.00
<b>Other</b>								
3100800.1304	Permission to erect Memorial - grave, garden	Yes		80.00	0%	80.00	0%	80.00
3100800.1304	Transfer of Right of Burial/Pre-Need Purchase of Certificate	Yes		50.00	0%	50.00	0%	50.00
3100800.1304	Issue of a copy of Grant Right of Burial /Pre-Need Purchase of Certificate	Yes		50.00	0%	50.00	0%	50.00



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3100800.1304	Pre-need services (booking of a site)							
3100800.1304	Pre-need purchase of certificate for burial - 5 years	Yes		300.00	0%	300.00	0%	300.00
3100801.1304	Pre-need purchase of certificate for Niche Wall - 5 years	Yes		300.00	0%	300.00	0%	300.00
3100801.1304	Pre-need of certificate for garden memorial position	Yes		not permitted		not permitted	N/A	not permitted
3100801.1304	Pre-need purchase of certificate for memorial plaque position	Yes		not permitted		not permitted	N/A	not permitted
<b>BUSINESS UNIT: RECREATION &amp; CULTURE</b>								
<b>Public Halls &amp; Civic Centres</b>								
<b>Town Hall &amp; Reception Centre (Commercial Usage)</b>								
3110100.1302	Town Hall Complex full day (Includes light & sound equipment if approved by CEO/EMCCS) (Excludes Mayors Parlour and Nexus Gallery)	Yes		602.00	0%	602.00	2%	590.00
3110100.1302	Town Hall Complex (Excludes Mayors Parlour and Nexus Gallery) hourly rate	Yes		87.00	0%	87.00	2%	85.00
3110100.1302	Town Hall full day	Yes		357.00	0%	357.00	2%	350.00
3110100.1302	Town Hall hourly rate	Yes		77.00	0%	77.00	3%	75.00
3110100.1302	Town Hall setting up full day	Yes		117.00	0%	117.00	2%	115.00
3110100.1302	Town Hall rehearsals hourly rate	Yes		26.00	0%	26.00	4%	25.00
3110100.1302	Kitchen only per day	Yes		199.00	0%	199.00	2%	195.00
3110100.1302	Kitchen only per hour	Yes		41.00	0%	41.00	2%	40.00
3110100.1302	Cutlery and crockery hire per person			----		----		----
3110100.1302	Damaged cutlery and crockery will be replaced at a charge of direct replacement cost plus 20% Administration charge	Yes		Cost plus 20%		Direct Cost plus 20%		Direct Cost plus 20%
3110100.1302	Light & sound equipment Use (not for relocation) (hires to persons deemed by CEO or EMCCS to have the skills to use)	Yes		51.00	0%	51.00	2%	50.00
3110100.1302	Supper room full day	Yes		158.00	0%	158.00	2%	155.00
3110100.1302	Supper room per hour	Yes		31.00	0%	31.00	3%	30.00
3110100.1302	Mayors Parlour full day	Yes		158.00	0%	158.00	2%	155.00
3110100.1302	Mayors Parlour per hour	Yes		31.00	0%	31.00	3%	30.00
3110100.1302	Baby grand piano full day (not to be removed from site)	Yes		102.00	0%	102.00	2%	100.00
3110100.1302	Baby grand piano hourly rate	Yes		15.00	0%	15.00	0%	15.00
3110100.1302	Upright piano hire (internal) (to be returned on return to Town Hall)	Yes		20.00	0%	20.00	0%	20.00
3110100.1302	Upright piano hire (external) (the Hirer is to fund all relocation costs and retune the piano on return to the Town Hall)	Yes		Cost plus 20%		Cost plus 20%		Cost plus 20%
3110100.1302	Reception Centre full day	Yes		408.00	0%	408.00	2%	400.00
3110100.1302	Reception Centre hourly rate	Yes		62.00	0%	62.00	2%	60.50
3110100.1302	Cleaning	Yes		Cost plus 20%		Cost plus 20%		Cost plus 20%
3110100.1302	Setting up hourly rate (per staff member involved) (minimum 1 hour charge)	Yes		90.00	0%	90.00	2%	88.00
3110100.1302	Nexus Gallery full day	Yes		----		----		----
3110100.1302	Nexus Gallery hourly rate	Yes		----		----		----
3110100.1302	Nexus Gallery Art hire per day	Yes		----		----		----

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
	CEO is given authority to negotiate a hire fee for significant functions and conferences at the JHCC and Town Hall	Yes						
	Bond without alcohol			337.00	0%	337.00	2%	330.00
	Bond with alcohol			1,122.00	0%	1,122.00	2%	1,100.00
<b><u>Town Hall &amp; Reception Centre (Not for Profit*)/Individual Resident or Ratepayer (Not a business)</u></b>								
3110100.1302	Town Hall Complex full day (Includes Light & Sound Equipment if approved by CEO/EMCCS) (Excludes Mayors Parlour and Nexus Gallery)	Yes		204.00	0%	204.00	2%	200.00
3110100.1302	Town Hall Complex (Excludes Mayors Parlour and Nexus Gallery) hourly rate	Yes		31.00	0%	31.00	3%	30.00
3110100.1302	Town Hall full day	Yes		153.00	0%	153.00	2%	150.00
3110100.1302	Town Hall hourly rate	Yes		26.00	0%	26.00	4%	25.00
3110100.1302	Town Hall setting up full day	Yes		153.00	0%	153.00	2%	150.00
3110100.1302	Town Hall rehearsals hourly rate	Yes		26.00	0%	26.00	4%	25.00
3110100.1302	Kitchen only per day	Yes		102.00	0%	102.00	2%	100.00
3110100.1302	Kitchen only per hour	Yes		21.00	0%	21.00	5%	20.00
3110100.1302	Damaged cutlery and crockery will be replaced at a charge of direct replacement cost plus 20% Administration charge	Yes		Cost plus 20%		Direct Cost plus 20%		Direct Cost plus 20%
3110100.1302	Light & sound equipment use (not for relocation) (hires to persons deemed by CEO or EMCCS to have the skills to use)	Yes		31.00	0%	31.00	3%	30.00
3110100.1302	Supper Room full day	Yes		77.00	0%	77.00	3%	75.00
3110100.1302	Supper Room per hour	Yes		15.50	0%	15.50	3%	15.00
3110100.1302	Mayors Parlour full day	Yes		77.00	0%	77.00	3%	75.00
3110100.1302	Mayors Parlour per hour	Yes		15.50	0%	15.50	3%	15.00
3110100.1302	Baby grand piano full day (not to be removed from site)	Yes		51.00	0%	51.00	2%	50.00
3110100.1302	Baby grand piano hourly rate (not to be removed from site)	Yes		10.50	0%	10.50	5%	10.00
3110100.1302	Upright piano hire (Internal) (to be retuned on return to Town Hall)	Yes		15.50	0%	15.50	3%	15.00
3110100.1302	Upright piano hire (External) (The Hirer is to fund all relocation costs and retune the piano on return to the Town Hall)	Yes		Cost plus 20%		Cost plus 20%		Cost plus 20%
3110100.1302	Reception Centre full day	Yes		204.00	0%	204.00	2%	200.00
3110100.1302	Reception Centre hourly rate	Yes		31.00	0%	31.00	3%	30.00
3110100.1302	Setting up hourly rate (per staff member involved) (minimum 1 hour charge)	Yes		90.00	0%	90.00	2%	88.00
3110100.1302	Cleaning	Yes		Cost plus 20%		Cost plus 20%		Cost plus 20%
	CEO is given authority to negotiate a hire fee for significant functions and conferences at the JHCC and Town Hall	Yes						
	Bond without alcohol			280.00	0%	280.00	2%	275.00
	Bond with alcohol			560.00	0%	560.00	2%	550.00

(\* Any function or event that is subject to the 'Not for Profit' Fees and Charges rates must acknowledge the Shire sponsorship at the function/event.

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>John Higgins Community Complex</b>								
3110100.1302	Fees and Charges to be provided by the YMCA.							
3110100.1302	Office standard size per year (if not on a lease agreement)	Yes		1,260.00	0%	1,260.00	2%	1,236.00
3110100.1302	Office large size per year (if not on a lease agreement)	Yes		1,525.00	0%	1,525.00	2%	1,493.50
<b>Other Recreation</b>								
<b>Sportsgrounds</b>								
3110301.1302	Half day hire (schools & non sporting organisations)	Yes		76.00	1%	75.00	1%	74.00
3110301.1302	Full day hire (schools & non sporting organisations)	Yes		152.00	1%	150.00	0%	149.50
3110301.1302	Half day hire commercial	Yes		242.00	1%	240.00	1%	237.00
3110301.1302	Full day commercial	Yes		404.00	1%	400.00	2%	391.50
3110301.1302	Narrogin Towns Cricket Club - yearly charge	Yes		1,328.00	1%	1,315.00	2%	1,287.50
3110301.1302	Narrogin Hawks Football Club - yearly charge	Yes		3,075.00	1%	3,045.00	2%	2,987.00
	Bond for commercial use	Yes		2,333.00	1%	2,310.00	2%	2,266.00
	Bond for community use if required by the EMCCS	Yes		581.00	1%	575.00	2%	566.50

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>Narrogin Regional Recreation Centre</b>								
<b><u>Narrogin Regional Leisure Centre (NRLC)</u></b>								
	Fees and Charges provided by the YMCA.							
	<b>Aquatics (Casual)</b>							
	Adult Swim	Y		6.00				
	Child Swim -U10 (Supervised)	Y		1.00				
	Concession Swim	Y		5.00				
	Family Swim	Y		18.00				
	Concession Family Swim	Y		13.90				
	Spectator (Over 9 yrs)	Y		1.00				
	<b>Visit Passes (Book of 10)</b>							
	Adult	Y		57.50				
	Child	Y		47.50				
	<b>Lane Hire</b>							
	Lane Hire Swim Club - Peak per hour	Y		8.20				
	Lane Hire Swim Club - Off Peak per hour	Y		8.20				
	Inflatable Hire	Y		82.20				
	<b>Schools</b>							
	Vacation Swimming	Y		3.60				
	In Term Swimming	Y		2.60				
	<b>Casual Group Fitness</b>							
	Aqua Aerobics	Y		15.00				
	Aqua Aerobics (Concession)	Y		12.00				
	Group Fitness	Y		15.00				
	Group Fitness (Concession)	Y		12.00				
	Spin	Y		15.00				
	<b>Casual Gym</b>							
	Gym - Casual	Y		13.00				
	Gym - Concession	Y		10.50				
	<b>Memberships (per fortnight)</b>							
	<b>Full membership includes gym, swim &amp; group fitness</b>							
	Full Centre Membership	Y		40.00				
	Full Centre Membership Joining Fee	Y		45.00				
	Full Centre Membership (Concession)	Y		33.50				
	Full Centre Membership Joining Fee (Concession)	Y		18.00				
	Full Centre Family Membership	Y		80.00				
	Full Centre Family Membership Joining Fee	Y		90.00				
	Gym Membership	Y		28.00				

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
	Gym Membership Joining Fee	Y		45.00				
	Gym Membership (Concession)	Y		22.00				
	Gym Membership Joining Fee (Concession)	Y		18.00				
	Aquatic Membership	Y		28.00				
	Aquatic Membership Joining Fee	Y		45.00				
	Aquatic Membership Fee (Child) - Under 10			N/A				
	Aquatic Membership Joining Fee (Child)			N/A				
	Aquatic Membership Fee (Concession)	Y		22.00				
	Aquatic Membership Joining Fee (Concession)	Y		18.00				
	<b>Swimming Lessons (10 weeks)</b>							
	Swimming Lessons Per Term	Y		110.00				
	Swimming Lessons Per Term (Concession)	Y		88.00				
	<b>Stadium</b>							
	Social Sports Game Fees	Y		60.00				
	Social Sports Registration Fee	Y		80.00				
	Basketball Association Indoor Court Hire (Per Hour)	Y		60.00				
	Netball Association Indoor Court Hire (Per Hour)	Y		60.00				
	Netball Association Outdoor Court Hire (Per Hour)	Y		50.00				
	Spectator (Over 9yrs) (Operational Discretion)	Y		1.00				
	Forfeit Fee	Y		58.00				
	<b>Squash</b>							
	Squash Court Hire Per Hour - Club or Non club member	Y		15.00				
	Squash Court Hire Per Hour (Concession)	Y		12.00				
	<b>Synthetic Hockey Pitch</b>							
	Annual UGSHA Charge for lease of Pitch	Y		75,000.00				
	<b>Childcare (per child)</b>							
	Creche - member	Y		4.00				
	Creche - non-member	Y		6.00				
	Creche 10 pass (members)	Y		40.00				
	Kindy Gym	Y		4.50				
	Childterm Program Cost	Y		100.00				
	<b>School Usage (per child)</b>							
	Hockey Turf	Y		2.60				
	Squash	Y		2.60				
	Stadium	Y		2.60				
	Outdoor Netball	Y		2.60				
	Gym	Y		5.50				
	Pool entry	Y		2.60				

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
	<b>John Higgins Community Complex</b>							
	Hall hire full day	Y		555.00				
	Hall hire half day	Y		290.00				
	Half Hall Full day	Y		277.50				
	Half Hall half day	Y		145.00				
	Hall Hire per hour	Y		75.00				
	Half Hall Hire per hour	Y		37.50				
	Kitchen Hire - flat rate per booking	Y		50.00				
	Out of Hours staffing fee (per hour or part thereof)	Y		50.00				
	<b>Office Lease - per week</b>							
	JHCC - 3m x 3m - Office - NFP	Y		90.00				
	JHCC - 3m x 3m - Office - Commerical (Business:APM)	Y		250.00				
	Internal - 6m x 3m office (Nb Toy Library free)	Y		180.00				
	Internal - 8m x 3m office FULL HIRE (Nb DSR portion @ \$104.50pw)	Y		240.00				
	Internal - 8m x 3m office HALF HIRE	Y		120.00				
	Internal - 10m x 3m office FULL HIRE	Y		300.00				
	Internal - 10m x 3m office HALF HIRE	Y		150.00				
	Existing NFP Club Hires (Ag, Netbal, UGSHA) (AG Soc lease \$300pa expires 30/6/20)	Y		10.00				
	<b>Sports Grounds</b>							
	Thomas Hogg, Clayton Rd & Centre Sports							
	Hourly Rate	Y		17.50				
	Half Day Hire (4hrs)	Y		70.00				
	Full Day Hire (8hrs)	Y		140.00				
	<b>Kiosk all items at weighted average cost plus 100% markup*</b>							

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>Libraries</b>								
<u>RW Farr Library</u>								
3110500.1304	Email access 30 minutes	Yes		2.00	0%	2.00	0.0%	2.00
3110501.1301	First overdue notice - book	Yes		----		----		----
3110501.1301	Second overdue notice - book	Yes		----		----		----
3110501.1301	Lost or damaged book/dvd	Yes		cost	NEW			
3110500.1304	Handling fee for invoice	Yes		13.25	0%	13.25	2.0%	13.00
3110500.1304	Laminating A4 size	Yes		2.05	0%	2.05	2.3%	2.00
3110500.1304	Laminating A3 size	Yes		4.10	0%	4.10	2.6%	4.00
3110500.1304	Scanning per page	Yes		2.05	0%	2.05	2.3%	2.00
3110500.1304	Disk repair (CD/DVD)	Yes		5.10	0%	5.10	2.0%	5.00
3110500.1304	Disk cleaning (CD/DVD)	Yes		2.05	0%	2.05	2.3%	2.00
3110500.1304	A4 Single sided photocopy per copy	Yes		0.45	0%	0.45	11.8%	0.40
3110500.1304	A3 & A4 double sided photocopy per copy	Yes		0.60	0%	0.60	0.1%	0.60
3110500.1304	A3 double sided per copy	Yes		0.80	0%	0.80	0.5%	0.80
3110500.1304	A4 single sided colour per copy	Yes		2.05	0%	2.05	2.3%	2.00
3110500.1304	A3 single & A4 double sided colour per copy	Yes		4.10	0%	4.10	2.6%	4.00
3110500.1304	Coffee / Tea (if provided by the Shire)	Yes		2.05	0%	2.05	2.3%	2.00
3110500.1304	Restricted wireless internet access	Yes		Free		Free		Free
3110500.1304	Historical research (Town & Shire of Narrogin residence) e.g. family history per hour	Yes		35.00	0%	35.00	0.0%	35.00
3110500.1304	Historical research (Non Town or Shire of Narrogin residence)e.g. family history per hour	Yes		60.00	0%	60.00	0.0%	60.00
Sale of other Items at RRP or cost plus 20% which ever is the higher.								

### BUSINESS UNIT: TRANSPORT

<b>Transport</b>								
<u>Aerodrome</u>								
3120405.1304	Major user charge per year (Note not to be charged to the Narrogin Gliding or Flying Clubs)	Yes		850.00	0%	850.00	0%	850.00
3120405.1304	Minor user charge per year (Note not to be charged to the Narrogin Gliding or Flying Clubs)	Yes		510.00	0%	510.00	0%	510.00
<u>Road Numbering</u>								
3120212.1103	Rural property numbering	Yes		41.00	2%	40.00	0%	40.00

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>BUSINESS UNIT: ECONOMIC SERVICES</b>								
<b>Tourism and Area Promotion</b>								
<u>Narrogin Caravan Park</u>								
3130200.1303	Caravan site fees per day (up to 2 adults and 2 children)	Yes		33.00	0%	33.00	2%	32.50
3130200.1303	Caravan site fees per half day (up to 2 adults and 2 children)	Yes		16.50	0%	16.50	3%	16.00
3130200.1303	Caravan site fees per week (up to 2 adults and 2 children) up to the first four weeks	Yes		165.00	0%	165.00	3%	160.00
3130200.1303	Caravan site fees per week (up to 2 adults and 2 children) after the first four weeks	Yes		155.00	0%	155.00	3%	150.00
3130200.1303	Each additional person caravan site single night	Yes		8.00	7%	7.50	7%	7.00
3130200.1303	Each additional person caravan site weekly	Yes		38.00	0%	38.00	3%	37.00
3130200.1303	Camping site fees (no power) (up to 2 adults and 2 children of the same family) per day	Yes		15.00	15%	13.00	8%	12.00
3130200.1303	Camping site fees (power) (up to 2 adults and 2 children of the same family) per day	Yes		25.00	0%	25.00	9%	23.00
3130200.1303	Additional person camping site (no power)	Yes		6.00	14%	5.25	5%	5.00
3130200.1303	Additional person camping site (power)	Yes		8.00	10%	7.25	4%	7.00
3130200.1303	Caravan park site and camping fees should be paid in advance. However if payment is made in arrears additional fees may apply.							
3130200.1303	Penalty fee for late payment of site or camping fees	Yes		6.00	4%	5.75	5%	5.50
3130200.1303	Washing machines per cycle	Yes		5.00	-5%	5.25	5%	5.00
3130200.1303	Driers up to approximately 30 minutes	Yes		4.00	-6%	4.25	6%	4.00
3130200.1303	Letter box rental per month	Yes		6.00	14%	5.25	5%	5.00
3130200.1303	Caravan storage (caravan not to be sited at a caravan site and unoccupied) per week	Yes		128.00	0%	128.00	2%	125.00
3130200.1303	Self contained RV (short stay) (not using any of the CP facilities) per night (subject to the official RV site being within the Narrogin caravan site)	Yes		6.00	14%	5.25	5%	5.00
3130200.1303	Use of showers and/or toilet only (persons not stay in caravan park) subject to the approval of the Shire	Yes		6.00	14%	5.25	5%	5.00
3130200.1303	New Accommodation units	Yes		To be finalised				
<u>Other Tourism &amp; Area Promotion</u>								
3130204.1304	Shire number plates (transfer of plates not included)	Yes		Cost plus 20%		Direct Cost plus 20%		Direct Cost plus 20%
3130200.1303	Sale of other promotional material at RRP or cost plus 20%	Yes						
3130200.1303	RV permit fee (at approved RV sites external to the Caravan Park)	Yes		NIL	-100%	5.25	5%	5.00



## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>Building Control</b>								
<u>Building Services</u>								
3130300.1304	Building Surveyor hourly rate	Yes		92.50	0%	92.50	0%	92.50
3130300.1304	Trainee Building Surveyor charge hourly rate	Yes		70.00	0%	70.00	0%	70.00
3130300.1304	Vehicles mileage rate	Yes		1.50	0%	1.50	50%	1.00
3130300.1304	Retrieval of building plans		S	50.00	0%	50.00	0%	50.00
3130300.1304	Class 1 & 10 Building Permit fee 0.32% - minimum		S	105.00	7%	97.70	2%	96.00
3130300.1304	Class 2-9 Building Permit fee 0.09% - minimum		S	105.00	7%	97.70	2%	96.00
<b>BUILDING</b>	Building Services Levy fee 0.137% - minimum		S	61.65	0%	61.65	0%	61.65
<b>BUILDING</b>	Building Industry Fund .2% (once work over \$20,000 value)		S	0.00	0%	0.00	-99%	20.00%
<b>T4</b>	Footpath, kerb and road deposit (per street frontage) 1% of value of proposed works with a minimum of \$1,500		S	1,500.00	0%	1,500.00	0%	1,500.00
3130300.1304	Certificate of Design Compliance as per staff time (\$340 min) or 0.2%, whichever is greater - minimum		S	340.00	0%	340.00	0%	340.00
3130300.1304	Certificate of Built Compliance - as per staff time (\$340 min) or 0.2%, whichever is greater - minimum		S	340.00	0%	340.00	0%	340.00
3130300.1304	Certificates of Construction Compliance - as per staff time (\$340 min) or 0.2%, whichever is greater - minimum		S	340.00	0%	340.00	0%	340.00
<del>3130300.1304</del>	<del>Certificates of House &amp; Outbuildings Design Compliance - as per staff time (\$95 min) or 0.35%</del>		<del>S</del>	<del>96.00</del>	0%	96.00	0%	96.00
3130300.1304	Other charges as per the Building Act							
3130300.1304	Swimming pool inspection fee (\$57.45/4 years)		S	14.36	-1%	14.50	0%	14.50
3130300.1304	Bushfire Attack Level Certification							
3130300.1304	- Single dwelling			150.00	0%	150.00	0%	150.00
3130300.1304	- each additional dwelling			120.00	0%	120.00	0%	120.00
<b>Other Economic Services</b>								
<del>3130607.1304</del>	<del>Stand pipe per 1,000L</del>			<del>2.50</del>	0%	2.50	0%	2.50
3130607.1304	Commercial Stand pipe per 1,000L			6.54	NEW			
3130607.1304	Commercial Stand pipe access swipe card	Yes		20.00	NEW			
<b>BUSINESS UNIT: OTHER PROPERTY &amp; SERVICES</b>								
<b>Private Works</b>								
<u>Charge Out Rates for Private Works</u>								
<u>With Operator (Labour rates included in price)</u>								
3140100.1304	Grader per hour	Yes		188.00	2%	184.00	0%	184.00
3140100.1304	Loader per hour	Yes		174.00	2%	171.00	0%	171.00
3140100.1304	Backhoe per hour	Yes		134.00	2%	131.00	0%	131.00
3140100.1304	Truck (12 tonne) per hour	Yes		175.00	2%	172.00	0%	172.00

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
3140100.1304	Truck (3 tonne) per hour	Yes		145.00	-16%	172.00	0%	172.00
3140100.1304	Truck & float per hour	Yes		225.00	2%	221.00	0%	221.00
3140100.1304	Jet patcher per hour	Yes		167.00	2%	164.00	0%	164.00
3140100.1304	Multi- roller per hour	Yes		167.00	2%	164.00	0%	164.00
3140100.1304	Vib (Hamm) roller per hour	Yes		124.00	2%	122.00	0%	122.00
3140100.1304	Excavator per hour	Yes		175.00	2%	172.00	0%	172.00
3140100.1304	Road sweeper per hour	Yes		167.00	2%	164.00	0%	164.00
3140100.1304	JD tractor per hour	Yes		168.00	2%	165.00	0%	165.00
3140100.1304	Bomag vibrating roller per hour	Yes		145.00	2%	142.00	0%	142.00
3140100.1304	Cat multi terrain loader per hour	Yes		138.00	2%	135.00	0%	135.00
3140100.1304	JD backhoe per hour	Yes		134.00	2%	131.00	0%	131.00
3140100.1304	Trailers per hour	Yes		50.00	2%	49.00	0%	49.00
3140100.1304	Tractor slasher per hour	Yes		30.00	3%	29.00	0%	29.00
3140100.1304	Tractor aerator per hour	Yes		30.00	3%	29.00	0%	29.00
3140100.1304	New Holland tractor per hour	Yes		168.00	2%	165.00	0%	165.00
3140100.1304	JD ride on mower (with trailer) per hour	Yes		126.00	2%	124.00	0%	124.00
3140100.1304	Toro ride on mower (with trailer) per hour	Yes		126.00	2%	124.00	0%	124.00
3140100.1304	10 tonne Mitsubishi fuso	Yes		175.00	2%	172.00	NEW	
3140100.1304	Tow behind broom per hour	Yes		128.00	2%	125.00	0%	125.00
3140100.1304	Generator hire per day or part there of (commercial)	Yes		510.00	2%	500.00	0%	500.00
3140100.1304	Generator hire per day or part there of (non commercial)	Yes		255.00	2%	250.00	0%	250.00
3140100.1304	Materials, Contracts, Plant & Labour Rates	Yes		Cost plus 20%		Cost plus 20%		Cost plus 20%
3140100.1304	Labour rate (normal @ normal hours)	Yes						
3140100.1304	Works crew labour per hour	Yes		90.00	2%	88.00	0%	88.00
3140100.1304	Works Foreman per hour	Yes		112.00	2%	110.00	0%	110.00
3140100.1304	Operations Manager	Yes		123.00	2%	121.00	0%	121.00
3140100.1304	Mileage rate per km	Yes		1.50	0%	1.50	0%	1.50
	* No dry hire of plant. Only experienced ticketed Shire staff to operate plant at discretion of CEO or EMTRS							
	All other charges not separately listed in this schedule that is not set by specific legislation	Yes		Cost plus 20%		Cost		Cost

## Schedule of Fees and Charges 2019/2020

### Council Information Only

GL CODE	DESCRIPTION	GST	Statutory fee "S"	2019/20	% Increase (18/19 to 19/20)	2018/19 \$	% Increase (17/18 to 18/19)	2017/18 \$
<b>Administration Overheads</b>								
<b>Administration/Office</b>								
3040203.1304	Photocopy charges - single A4 per copy	Yes		0.50	0%	0.50	11%	0.45
3040203.1304	Photocopy charges - single A3 per copy	Yes		1.00	0%	1.00	33%	0.75
3040203.1304	Photocopy charges - A4 single colour per copy	Yes		2.00	0%	2.00	0%	2.00
3040203.1304	Photocopy charges - A4 double / A3 single colour per copy	Yes		4.00	0%	4.00	0%	4.00
3040204.1304	Minutes or Agendas (free at council meeting)	Yes		25.00	0%	25.00	0%	25.00
3040206.1304	Digital projector per day	Yes		36.00	0%	36.00	3%	35.00
3040206.1304	Portable wireless speaker (individual)	Yes		33.00	NEW			
3040206.1304	Portable wireless speakers (pair)	Yes		55.00	NEW			
3040101.1302	Council chambers full day	Yes		400.00	0%	400.00	3%	390.00
3040101.1302	Council chambers per hour	Yes		51.00	0%	51.00	2%	50.00
3040101.1302	Meeting room full day	Yes		240.00	0%	240.00	2%	235.00
3040101.1302	Meeting room per hour	Yes		41.00	0%	41.00	2%	40.00
3040205.1304	Secretarial support per hour	Yes		71.00	0%	71.00	1%	70.00
3040206.1304	FOI as per statutory fees	Yes		as per Act		as per Act		as per Act
3040206.1304	Cleaning	Yes		Cost plus 20%		Direct Cost plus 20%		Direct Cost plus 20%
3140511.1304	IT Officer charge out income (per hour)	Yes		70.00	0%	70.00	NEW	
	Copy of CCTV Footage (fixed Cost) includes first hour. WAPOL exempt	Yes		100.00	NEW			
	Copy of CCTV Footage (Hourly fee or part there of) WAPOL exempt	Yes		70.00	NEW			
3140511.1304	Vehicles mileage rate	Yes		1.50	0%	1.50	NEW	
	Security key bond	Yes		255.00	0%	255.00	2%	250.00
	Bonds that have been approved by the CEO or EMCCS to be paid by credit cards will attract a fee equal to that of the bank fees paid by the Shire associated with that particular transaction.							

### Additional Items about the Shire's Fees and Charges

<b>Rounding</b>	Fees and Charges are to be rounded down to the nearest 5c.
<b>Concession Rate</b>	A person who can prove at the time of purchase they are either under 18 years of age or a holder of a Seniors or Health Care Card.
<b>Bonds</b>	Bonds are to be paid before the hire of facilities, equipment or the supplying of keys. All Bonds are to be paid by Cash or Bank Cheque unless approved by the CEO or EMCCS. If the CEO or EMCCS approve payment of Bond by Credit Card then additional fees will apply and the bond will be increase by 3% to cover the loss of bank fees. The CEO or EMCCS may amend or impose an additional bond for the use of the Shire facilities by any group or individuals where they believe it
<b>Cleaning Requirements</b>	Unless special arrangements have been agreed to by the Town, all facilities are to be tidied to the same standard as the facility was originally hired, at the end of the hire.
<b>Other</b>	All above figures are in Australian Dollars (AUD).
<b>Statutory Fees</b>	Any statutory fees imposed by other government agencies are subject to change without warning
<b>GST</b>	All prices with Yes in the GST column include GST
<b>Cost plus 20%</b>	All other charges not separately listed in this schedule that is not set by specific legislation will be charged at cost plus 20%

### 10.3.5 ASSIGNMENT OF LEASE – PART 1, LOT 36, 39-45 FEDERAL STREET, NARROGIN

File Reference	A162100
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Jasmine and Aaron Fitzpatrick
Previous Item Numbers	Item 10.3.041, Special Meeting of Council 13 June 2018 Res. 0618.053.
Date	14 June 2019
Author	Frank Ludovico – Executive Manager Corporate and Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer.
Attachments	1. Current Lease

#### Summary

The current leasees of the “Lazy Days Café” have indicated they wish to cancel the lease for the property.

Jasmine and Aaron Fitzpatrick have indicated they wish to “take over” the lease, which allows for the assignment to another party.

This item seeks Council permission to reassign the lease of Part 1, Lot 36, 39-45 Federal Street, Narrogin to Jasmine and Aaron Fitzpatrick.

#### Background

At the Special Meeting of Council held on 13 June 2018, the lease of Part 1, Lot 36, 39-45 Federal Street, Narrogin was granted to David & Rachel Goncalves (trading as: Lazy Daze Café).

The term of the lease was 2 years plus a 2 year option. The Goncalves’ have indicated they wish to terminate their lease, which leaves 1 year of the lease plus the option period.

The applicants (Jasmine and Aaron Fitzpatrick) have indicated they are prepared to “take over” the lease with all the conditions determined at the 13 June 2018 Special Council meeting.

#### Comment

It is fortunate that another leasee has been found for the property in such a short time period.

#### Consultation

- Chief Executive Officer
- Ray White Real Estate – Tracey Brandner

## Statutory Environment

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

It is considered this section is not applicable as the original lease contains an assignment clause.

Delegation 3.4 enables the Chief Executive Officer to enter into leases that are less than \$20,000 but not for periods in excess of 12 months.

## Policy Implications

There are no current Policies that relate nor any that are proposed with respect to the request.

## Financial Implications

The current rental for the property is \$1,300 per month and the assignment of the lease will mean this income will continue.

## Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1 Growth in revenue opportunities
Strategy:	1.1.1 Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business

## Voting Requirements

Simple Majority

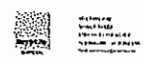
### OFFICERS' RECOMMENDATION

That, with respect to assignment of lease – Part 1, Lot 36, 39-45 Federal Street, Narrogin Council:

- 1 Approve the assignment of the lease to Jasmine and Aaron Fitzpatrick, or business name registered to them as directors or proprietors, effective immediately with all the terms and conditions of the lease being assigned to Jasmine and Aaron Fitzpatrick.
- 2 Authorise the Shire President and Chief Executive Officer to sign and affix the Common Seal to any other necessary documentation to progress the assignment of the lease.



APPROVED BY THE REAL ESTATE INSTITUTE OF WESTERN AUSTRALIA (R.E.I.W.A.) CONTRACTS & FORMS UNIT FOR LEASE BY RETAIL LESSEES 000005158062



# contract to lease retail premises by offer and acceptance

TENANT GUIDE: See attached

NOTE: The leasing of retail premises is dealt with by the Commercial Tenancy (Retail Shops) Agreements Act 1985. A Disclosure Statement and a Tenant Guide should be sent to the proposed tenant at least seven (7) days before the Lease is entered into by the Tenant.

To: NARROGIN & DISTRICTS REAL ESTATE PTY LTD T/A RAY WHITE NARROGIN & DISTRICTS  
44-48 FEDERAL STREET, NARROGIN WA 6312

(Agent's name and address) ("the Agent") As agent for the Lessor

I/We ("Lessee")

Full Name RACHEL GONCALVES

Address 72 DONEY STREET, NARROGIN WA 6312

Telephone: Work [ ] Home 0487159399

Full Name DAVID GONCALVES

Address 72 DONEY STREET, NARROGIN WA 6312

Telephone: Work [ ] Home 0447779860

ACN [ ] ABN 68461996018

Trading as LAZY DAZE CAFE lazydazecafe lazydazecafe@outlook.com

hereby offers to take on lease the Premises as described in the Schedule on the terms and conditions set out in the Schedule.

## SCHEDULE

### 1. DEFINITIONS

In this Contract the definitions in the Commercial Tenancy (Retail Shops) Agreements Act 1985 (WA) (as amended) ("Retail Shops Act") have the same meanings unless the context requires otherwise.

### 2. PREMISES TO BE LEASED including fixtures, fittings and accessories ("Premises")

LOT 1 39-45 FEDERAL STREET  
NARROGIN WA 6312

having an area of 490 m<sup>2</sup> approximately, [shown edged in red on the plan annexed hereto] together with a licence to use the car bays indicated on the plan.

### 3. LAND ("Land")

Lot PROPOSED LOT 1 On Survey / Strata / Diagram / Deposited / Plan 78751

and being the whole/part of the land in Certificate of Title Volume [ ] Folio [ ]

### 4. LEASE TERM ("Term")

24 months commencing on the 1ST day of SEPTEMBER 20 18

and expiring on the 31ST day of AUGUST 20 20

NOTE Pursuant to s.13 of the Retail Shops Act the Lessee is entitled to a 5 year term (or term plus options) unless the exclusions in s.13 apply.

### 5. PAYMENT OF RENTAL

(i) (a) Monthly Rent (Rent is exclusive of GST, see clause 33)

Rental payable without deduction monthly in advance by the Lessee to the Lessor on the 1ST day of each calendar month shall be \$ 1300.00

(In words) THIRTEEN HUNDRED DOLLARS

the first payment being due on the 1ST day of SEPTEMBER 20 18

~~(b) as per the attached annexure (if any)~~

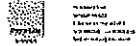
\* Delete and initial whichever of (a) and (b) do not apply

NOTE: THE AGENT IS UNDER A LEGAL DUTY NOT TO GIVE LEGAL ADVICE TO THE PARTIES WITH RESPECT TO THIS CONTRACT TO LEASE THEREFORE THE PARTIES ARE ENCOURAGED TO OBTAIN THEIR OWN INDEPENDENT LEGAL ADVICE BEFORE EXECUTING THIS CONTRACT.

# contract to lease retail premises by offer and acceptance



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THE REAL ESTATE INSTITUTE  
OF WESTERN AUSTRALIA (R.E.I.W.A.)  
CORPORATE & INDIVIDUAL  
FOR USE BY REIWA MEMBERS  
000005158062



(ii) Deposit

Payment of two (2) months rent and pro rata outgoings and car parking licence fee where applicable of \$ NIL in advance is tendered with this offer, which is to be held by the Agent as stakeholder, and will be refundable in full in the event that the offer is not accepted.

(iii) Rent Review

(a) The rental of the Premises will be reviewed 12 months from the commencement date of the Term of the lease and then every 12 months during the Term and on the last day of the Term and during the Further Term (if any) referred to in Clause 6(i). All rent reviews are to be based on market rental unless otherwise stated in Clause 5(ii)(b). The market rental will be calculated in accordance with the Retail Shops Act PROVIDED THAT the reviewed rent must take effect from the appropriate review date irrespective of when such reviewed rent is agreed or determined but until the reviewed rent is agreed or determined the Lessee will pay the rent at the rate previously due before review until agreement or determination when any shortfall will be payable upon demand or any over payment will be credited to the Lessee in respect of the next payment of rent due. No delay in implementing the rental review will prejudice the Lessor's right to review the rental at any time after the review date.

(b) Rent Reviews (if not market):

PERTH CPI

**NOTE** Only one method of rental review can apply on any review date.

6. OPTION OF RENEWAL Subject to the provisions of the Retail Shops Act:

(i) PROVIDED the Lessee is not in default at the time of exercise of the option then the Lessee will have the option to renew the Lease for a term of 60 months ("the Further Term") at the expiry of the Term upon the same terms and conditions as in the Lease save for the rent. The initial rent for the Further Term will be reviewable at the same periods as stated in the initial Term and upon the same basis. The option must be exercised not more than six (6) months nor less than three (3) months prior to the expiration of the initial Term, time being of the essence.

(ii) If after the expiration or sooner determination of the Term or any extension or renewal of it (including the Further Term) the Lessee remains in possession of the Premises with the consent of the Lessor then the Lessee will be a calendar monthly lessee of the Premises but otherwise at the same rental as that payable during the last month of the immediately preceding term and upon the same covenants conditions and provisions as contained in this document.

7. OPERATING EXPENSES (DELETE IF NOT APPLICABLE)

(i) The Lessee agrees to pay the relevant proportion of Operating Expenses (as defined in the Retail Shops Act) for the Premises as set out below: (Operating Expenses are exclusive of GST, see clause 33)

OPERATING EXPENSES  
TO BE PAID FOR  
BY LESSEE  
(DENOTE WITH ✓)

[DELETE IF NOT APPLICABLE]

Water Drainage and Sewerage Rates	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Local Authority Rates	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Land Tax and MRIT (on a single ownership basis)	<input type="checkbox"/>	<input type="checkbox"/>
Interest Charges on Outstanding Rates and Taxes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Water Consumed	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fire Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cleaning, Including Window and Rubbish Removal	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Grounds Repairs and Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Building Repairs and Maintenance of a Non-Structural Nature	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Building Insurance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Plate Glass Insurance and Public Liability Insurance (to a minimum of \$10,000,000.00)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Common Area, Lighting and Power	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Security	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Toilet Requisites	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hot Water Systems Running, Repairs and Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Electricity and Gas and Telephone Services Consumed In the Premises	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Air-conditioning Running, Repairs and Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lift Running, Repairs and Maintenance	<input type="checkbox"/>	<input type="checkbox"/>
Strata Company Levy	<input type="checkbox"/>	<input type="checkbox"/>
Half of Audit Fees	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

# contract to lease retail premises by offer and acceptance



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The Real Estate Institute  
of Western Australia  
100 St Georges Terrace  
Perth WA 6000  
Australia  
Tel: 08 9442 2222  
Fax: 08 9442 2223  
Email: [info@reiwa.com.au](mailto:info@reiwa.com.au)

**NOTE** Separate provisions need to be made if the Lessee is to contribute to a sinking fund, marketing, promotion or reserve fund.

**[DELETE IF NOT APPLICABLE]**

(ii) The Lessee agrees to pay the Lessee's relevant proportion of the Operating Expenses pursuant to the Retail Shops Act as set out below:

*\*Delete and initial whichever of items (a) and (b) do not apply*

(a) The Lessee's relevant proportion of the Operating Expenses must be paid within twenty eight (28) days after demand.

~~(or) (b) The Lessee's relevant proportion of the Operating Expenses must be paid by equal calendar monthly instalments in advance in accordance with the statement forwarded by the Lessor or the Lessor's Agent which may be estimated on an annual basis and which must be adjusted at the expiration of the next year ending 30 June and pro-rated should the period be less than a full twelve (12) months period.~~

**8. VOID INSURANCE POLICIES**

The Lessee must not do or permit to be done any act or thing which makes void or voidable any insurance policies in respect of the Premises.

**9. REPAIR AND MAINTENANCE OF PREMISES**

(i) The Lessee must at all times repair and maintain the Premises and any fixtures and fittings and utilities serving the Premises in the same condition as existing on the date the Lessee commences occupancy (except in respect of fair wear and tear or damage caused by acts or negligence of the Lessor or by events for which the Lessor has obtained insurance which is not vitiated or payment refused by any act or omission of the Lessee or the Lessee's Agents visitors or invitees) and the Lessee will make good any damage done by the Lessee.

(ii) As often as the Lessor may reasonably require (not being more than once every [ ] years) the Lessee shall decorate the internal parts of the Premises and in any event during the last six (6) months of the Term (howsoever determined) with the works to be carried out in a good and workmanlike manner using good quality materials to the same standard as at the commencement of the Lease Term.

**10. ALTERATIONS AND ADDITIONS**

No alterations or additions can be made to the Premises without written consent of the Lessor or the Agent representing the Lessor to be decided in the Lessor's absolute discretion and the Lessee must reinstate the Premises, if required by the Lessor, at the expiration of the Term or any extension of it.

**11. SIGNS**

The Lessee will not affix any sign to the Premises without the prior written consent of the Lessor and any relevant authorities but the Lessor's consent must not be unreasonably withheld.

The Lessee shall be responsible for:

- (i) ensuring that the erection of any signs has the prior approval of any relevant authorities;
- (ii) the removal of any signs at the expiration of the Term or prior to delivering up possession of the Premises and making good of any damage caused by removal; and
- (iii) maintain signs to a standard required by the Lessor and any relevant authorities.

**12. USE OF PREMISES**

(i) The Premises shall only be used as

CAFE

("Permitted Use") and that use must always conform to all laws, by-laws, regulations or requirements currently in force as the case may be. The Lessee must obtain all necessary approvals required.

(ii) The Lessor does not warrant that the Premises can be used for the Permitted Use.

**13. COMMON AREAS**

The Lessee is granted a licence at will to use all common areas (in common with the Lessor and all others entitled) which are necessary for access to and egress from the Premises and must do nothing which will inhibit or prevent the use of those areas by other lessees, their clients or suppliers.

**14. NUISANCES - STATUTORY OBLIGATIONS AND NOTICES**

The Lessee must cause no nuisance or annoyance to the Lessor or other lessees adjoining or adjacent to the Premises and must comply punctually with all orders requisitions statutes and regulations affecting the Premises and pass on to the Lessor copies of all statutory or local authority notices received in respect of the Premises.

**15. DEFAULTS**

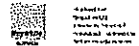
Subject to any provisions to the contrary in the Retail Shops Act, if the Lessee shall default in payment of the rental or any other monies referred to or any part of it at any time is in arrears or unpaid for fourteen (14) days after it becomes due (whether any formal or legal demand has been made or not) or if the Lessee at any time defaults, fails or neglects to duly perform or observe any of the terms and conditions of this contract or the Lease contained or implied and on the part of the Lessee to be observed and performed and if the default continues for fourteen (14) days after notice in writing has been delivered or posted to the Lessee by the Lessor, or the Lessee (or permitted assigns) becomes subject to or take advantage of any law relating to bankruptcy or insolvency, or being a corporation goes into liquidation whether compulsory or voluntary (except for the purpose of reconstruction) then and in those cases it is lawful for the Lessor or any person or persons duly authorised by the Lessor in that behalf, to enter into or upon the Premises or any part of them without liability for trespass, to have again repossess and enjoy the former estate of the Lessor as if this contract had not been made without prejudice to any right or the Lease entered into, the cost of such re-entry or repossession to be a cost to be borne by the Lessee, but of action or remedy of the Lessor in respect of any antecedent breach of any of the terms by the Lessee contained in this document.



# contract to lease retail premises by offer and acceptance



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COMPLIANT WITH REIWA 2011  
FOR USE BY REAL ESTATE AGENTS  
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## 16. INTEREST

Whenever the Lessee fails to pay money within fourteen (14) days after it has become due (whether formally demanded or not) then interest accrues on the unpaid monies at the rate of twelve per centum (12%) per annum calculated on a daily basis.

## 17. PROPERTY CONDITION STATEMENT

The Lessee must (if required by the Lessor) sign and deliver to the Lessor or the Agent within fourteen (14) days of execution of this Contract a property condition statement which evidences the physical condition of the Premises at the commencement of the Term.

## 18. SECURITY BOND

The Lessee must deposit with the Lessor's Agent a Bond of \$1300.00 as security for the Lessee's compliance with the provisions of this contract which Bond may be applied to compensate and pay the Lessor for any breach or default of this contract by the Lessee and any and all costs of the Lessor relating to the same.

## 19. ACCESS TO PREMISES

The Lessee must permit the Lessor, the Lessor's Agent or consultants or contractors to have access to the Premises at all reasonable times upon at least forty eight (48) hours prior notice (except in the case of emergency).

## 20. NOTICES

Notices are to be deemed to be served if served in accordance with section 135 of the Property Law Act 1969 (as amended) and in the event of posting will be deemed to be served on the third business day after posting (unless returned undelivered).

## 21. ASSIGNMENT AND SUBLETTING

(i) The Lessee shall not assign mortgage underlet or part with the possession or occupation of the Premises or any part of it unless the Lessee obtains the prior written approval of the Lessor, such approval not to be unreasonably withheld in the case of an assignment to a proposed assignee of good financial standing and of at least equivalent financial status to the Lessee and subject to the assignee providing such covenants and guarantees and satisfying all other requirements that the Lessor may reasonably impose.

(ii) Sections 80 and 82 of the Property Law Act 1969 (WA) are hereby excluded.

## 22. PREMISES DESTROYED

If at any time during the Term the Building is substantially destroyed or damaged so that the Premises become unfit for habitation and use (provided the monies payable under any policy of insurance effected by the Lessor have not been rendered void through any act or default of the Lessee or the Agent's servants licensees or invitees of the Lessee) the rent or a fair and just proportion of it according to the nature and extent of the damage sustained (to be ascertained in case the parties cannot mutually agree by reference to a licensed valuer appointed by the Australian Property Institute (WA Division)) shall be suspended and cease to be payable until the Premises are again rendered fit for habitation and use.

## 23. INDEMNITY

The Lessee indemnifies the Lessor and agrees to keep the Lessor indemnified against all claims costs expenses and demands incurred by the Lessor or any third party due to the use of the Premises by the Lessee or their employees Agents and licensees. The Lessee uses the Premises at the Lessee's own risk.

## 24. YIELD UP

At the expiry or sooner determination of the Term or any extension or renewal the Lessee must yield up and restore the Premises to the same state and condition as they were at the commencement of the Term in accordance with the obligations of the Lessee pursuant to this Contract.

## 25. QUIET ENJOYMENT

(i) Provided always that all terms and conditions of the Contract have been complied with, the Lessor covenants with the Lessee that the Lessee is entitled to enjoy peaceful occupancy of the Premises.

(ii) The covenants on the part of the Lessor in this Lease bind the registered proprietor for the time being of the Premises but do not render the Lessor personally liable in damages for any breach after the Lessor ceases to be the registered proprietor.

## 26. LEASE DOCUMENTATION

The Lessee will on demand by the Lessor execute a lease ("the Lease") prepared by the Lessor's solicitors incorporating all the details and agreements noted in this Contract and any other terms and covenants as the Lessor considers reasonable and necessary in the circumstances.

## 27. PRIORITY OF TERMS

In the event of a draft lease being appended to this Contract, the provisions of the draft lease appended to this Contract prevail over the provisions of this Contract to the extent of any inconsistency.

## 28. SPECIAL CONDITIONS

In the case of a conflict between the Special Conditions and any other provisions in this Contract, then the Special Conditions prevail.  
(if insufficient space refer to annexure)

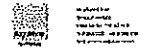
AS PER ATTACHED ANNEXURE - SPECIAL CONDITIONS

CLAUSE 16 TO BE AMENDED TO READ 11% IN LIEU OF 12%

# contract to lease retail premises by offer and acceptance



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## 29. STRATA LOT

The following provisions apply where the Premises are at the commencement date of the Term or at any time during the Term comprise the whole or part of a Strata Lot:

- (i) This Contract is subject in all respects to all easements rights reservations and powers mentioned in the Strata Titles Act 1985 (WA).
- (ii) The Lessee and the Lessee's employees and invitees have the right in common with the Lessor and all others entitled to use the common property comprised in the Strata Plan subject to the bylaws of the Strata Company and to all rules and regulations made by the Strata Company.
- (iii) The Lessee must duly and punctually pay and discharge all contributions levied by the Strata Company on the Lessor in respect of the Premises except those not payable pursuant to the Retail Shops Act.
- (iv) The Lessee must comply with all bylaws and all rules and regulations made by the Strata Company pursuant to its bylaws and the provisions of the Strata Titles Act 1985 (WA).
- (v) Unless the context otherwise requires, words and expressions defined in the Strata Titles Act 1985 (WA) have the same meanings here.
- (vi) The Lessor has the right to subdivide, execute easements or restrictive covenants, amalgamate or mortgage the Premises pursuant to the Strata Titles Act 1985 (WA) or any other legislation and the Lessee shall do all things reasonably required by the Lessor in respect of such matters.
- (vii) If the Premises are strata titled during the Term or any extension or renewal of it then the Lessee must enter into a deed at the request of the Lessor amending anything under this Contract or the Lease reasonably requiring amendment as a result of such strata titling.

## 30. GUARANTEE

- (i) In consideration of the Lessor accepting the Lessee's offer to lease at the request of the Guarantor, the Guarantor named herein (jointly and severally if more than one) unconditionally guarantee the due and punctual payment to the Lessor and performance of the Lessee's obligations pursuant to the Contract and indemnify the Lessor and covenant to keep the Lessor indemnified in respect of all monies which the Lessee becomes liable to pay to the Lessor and the performance of all terms covenants conditions and stipulations by the Lessee pursuant to this Contract.
- (ii) This guarantee and indemnity will not be affected by:
  - (a) any indulgence or concession given by the Lessor to the Lessee or the Guarantor;
  - (b) any variation of the provisions of the contract;
  - (c) the death or bankruptcy of the Lessee or the Guarantor;
  - (d) the Lessee's liability under this contract becoming invalid illegal or unenforceable through any act or omission.

### GUARANTORS

Name

Address

Name

Address

## 31. SEVERABILITY

To the extent that any one or more of the provisions contained in this Contract is prohibited by any applicable law then those provisions and each of them are to such extent ineffective without invalidating or modifying the remaining provisions which shall continue in full force and effect as if the prohibited provisions had not been included in this Contract.

## 32. CHATTELS

The Lessor's chattels described here are included in the Contract:

ATTACHMENT 1 FORMS PART OF THIS LEASE - EQUIPMENT LIST INCLUDED IN LEASE

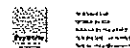
## 33. GST

- (a) In this clause the term "GST" means any goods and services tax imposed under A New Tax System (Goods and Services) Act 1999 ("the GST Act") and its transitional and amending acts and regulations which is or may be levied or assessed or becomes payable in respect of rent, outgoings or in connection with the supply of the leased premises or any goods, services, facilities or other things by the Lessor to the Lessee under this contract or any extension, renewal or holding over.
- (b) The Lessee must pay to the Lessor any GST payable by the Lessor in accordance with the requirements of the GST Act. Those payments are to be made by the Lessee prior to the date for payment of the GST by the Lessor or on the dates for the payment of rent, whichever is the earlier. The Lessee hereby indemnifies the Lessor in relation to the payment of any GST.
- (c) Any rent or other payment obligation stated or referred to in this Contract does not include GST unless it is expressly included and GST must be paid in addition to that rent or payment obligation. Unless GST is expressly included, the consideration for any supply by the Lessor to the Lessee is increased by an amount equal to the amount of that consideration multiplied by the rate at which GST is imposed in respect of that supply.
- (d) The Lessor must provide to the Lessee a GST tax invoice as required by the GST Act.

# contract to lease retail premises by offer and acceptance



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## ACCEPTANCE

I/We (the Lessor)

SHIRE OF NARROGIN  
PO BOX 1145, NARROGIN WA 6312

accept this offer and acknowledge the Agent's leasing fees are due and payable by us upon the Lessee taking possession of the Premises, or upon the execution of this Contract whichever is the earlier and are payable from any monies held by the Agent and any balance owing will be payable within seven (7) days of a request.

Dated the 24th day of JULY 2018

### SIGNED BY THE LESSOR OR THE LESSOR'S AGENT

SIGNED by

\* Tracey Ann Brandner  
(FULL NAME)

In the presence of:

Signature of Witness

Meghan Turner  
Print full name of Witness

44-48 FEDERAL STREET  
NARROGIN WA 6312

Address of Witness

REGISTERED PROPERTY MANAGER

Occupation of Witness

(Corporation)

NARROGIN & DISTRICTS REAL ESTATE PTY LTD

Full name of Corporation

121 717 351 / 32 121 717 351

ACN/ABN

EXECUTED BY THE LESSOR PURSUANT  
PURSUANT TO S.127 OF THE CORPORATIONS ACT

Sole / Director

TRACEY ANN BRANDNER

Full Name of Director

### SIGNED BY THE LESSOR OR THE LESSOR'S AGENT

SIGNED by

(FULL NAME)

In the presence of:

Signature of Witness

FRANK LUDOVICO  
Print full name of Witness

SHIRE OF NARROGIN  
89 EARL ST  
NARROGIN WA 6312

Address of Witness

EXECUTIVE MANAGER

Occupation of Witness

(Corporation)

SHIRE OF NARROGIN  
Full name of Corporation

46 564 581 944

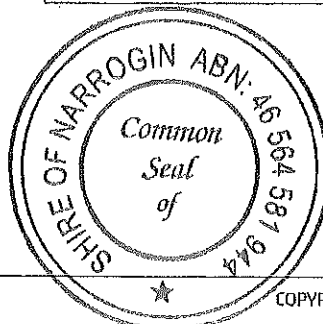
ACN/ABN

EXECUTED BY THE LESSOR PURSUANT  
PURSUANT TO S.127 OF THE CORPORATIONS ACT

Sole / Director

LEIGH BALLARD

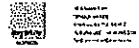
Full Name of Director



# contract to lease retail premises by offer and acceptance



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CORPORATE & REVENUE 2012  
FOR USE BY PIDVA MEMBERS  
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**SIGNED BY THE LESSEE  
(Individual)**

SIGNED by

RACHEL GONCALVES  
(FULL NAME)

*[Signature]*  
Signature

in the presence of:

*[Signature]*  
Signature of Witness

TRACEY ANN BRANDNER  
Print Full name of Witness

44-48 FEDERAL STREET  
NARROGIN WA 6312  
Address of Witness

LICENSED REAL ESTATE AGENT  
Occupation of Witness

(Corporation)

Full name of Corporation

ACN/ABN

EXECUTED BY THE LESSEE PURSUANT  
PURSUANT TO S.127 OF THE CORPORATIONS ACT )  
)  
)  
)

Sole / Director

Full Name of Director

**SIGNED BY THE LESSEE  
(Individual)**

SIGNED by

DAVID GONCALVES  
(FULL NAME)

*[Signature]*  
Signature

in the presence of:

*[Signature]*  
Signature of Witness

TRACEY ANN BRANDNER  
Print Full name of Witness

44-48 FEDERAL STREET  
NARROGIN WA 6312  
Address of Witness

LICENSED REAL ESTATE AGENT  
Occupation of Witness

(Corporation)

Full name of Corporation

ACN/ABN

EXECUTED BY THE LESSEE PURSUANT  
PURSUANT TO S.127 OF THE CORPORATIONS ACT )  
)  
)  
)

Director / Secretary

Full Name of Director / Secretary

**SIGN  
HERE**

# contract to lease retail premises by offer and acceptance



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Member of  
the Real Estate  
Institute of  
Western Australia

**SIGNED BY THE GUARANTOR**

(Individual)

SIGNED by

NIL

{FULL NAME}

[Signature line]

Signature

In the presence of:

[Signature line]

Signature of Witness

[Signature line]

Print full name of Witness

[Signature line]

Address of Witness

[Signature line]

Occupation of Witness

(Corporation)

[Signature line]

Full name of Corporation

[Signature line] ACN/ABN

EXECUTED BY THE GUARANTOR PURSUANT  
PURSUANT TO S.127 OF THE CORPORATIONS ACT

[Signature line]

Sole / Director

[Signature line]

Full Name of Director

Security Bond	\$	1300.00
Rent paid	\$	[ ]/[ ]/[ ]
Stamp Duty	\$	[ ]
Receipt No		[ ]
Western Power Bond	\$	[ ]

A true copy of this document has been received by each of the signatories.

x [Signature]

24/7/18

x [Signature]

24/07/18

**SIGNED BY THE GUARANTOR**

(Individual)

SIGNED by

NIL

{FULL NAME}

[Signature line]

Signature

In the presence of:

[Signature line]

Signature of Witness

[Signature line]

Print full name of Witness

[Signature line]

Address of Witness

[Signature line]

Occupation of Witness

(Corporation)

[Signature line]

Full name of Corporation

[Signature line] ACN/ABN

EXECUTED BY THE GUARANTOR PURSUANT  
PURSUANT TO S.127 OF THE CORPORATIONS ACT

[Signature line]

Sole / Director

[Signature line]

Full Name of Director

Variable Outgoings	
[ ]	[ ]
Paid to	\$
[ ]/[ ]/[ ]	[ ]

**SIGN  
HERE**


**SIGN  
HERE**


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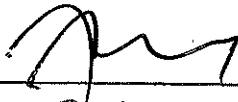
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Fixtures and Fitting of Café 27

DESCRIPTION	MAKE	VALUE \$
Kitchen Benches & Basins	Stainless Steel	\$ 1,500.00
Hot Plate	Waldorf	\$ 100.00
Oven	Metters	\$ 50.00
Oven	Bakbar - Turbofan	\$ 800.00
Microwave	Black & Decker	\$ 40.00
Microwave	Panasonic	\$ 60.00
Fryer - Fast Fri	Waldof	\$ 900.00
Monitor & Camera	Teac	\$ 100.00
Cutlery, Crockery & Kitchen equipment		\$ 500.00
Sandwich Press	Fiamm 4,1L	\$ 100.00
Small Bar Fridge	Mistral	\$ 30.00
Toaster 4 slice	Morphy Richards	\$ 25.00
Bake & Grill	Sunbeam	\$ 25.00
Coolroom - walk in		\$ 500.00
Coffee Machine & Grinder	La San Marco	\$ 2,000.00
Milkshake machine	Roband	\$ 200.00
Till	Casio CE-6100	\$ 200.00
Baine Marie	Roband	\$ 900.00
Salad Bar	Maffiol	\$ 1,000.00
Cake Fridge	Arneg	\$ 1,500.00
Large Icecream freezer - glass sliding top	Made in Denmark	\$ 200.00
Tables (3 x sml, 7 x med) & chairs (32)		\$ 3,000.00
Drinks Fridge - 2 door	Arcus	\$ 1,500.00
Freezer - Medium		\$ 30.00
Freezer - Large 700l		\$ 200.00
Ice Cream Machine & upright freezer	Riva/Westinghouse	\$ 5,000.00
Fixtures & Fittings		\$ 1,000.00
<b>TOTAL</b>		<b>\$ 21,460.00</b>


  
 Rachel Gonçalves  
 24/7/18


  
 David Gonçalves  
 24/7/18

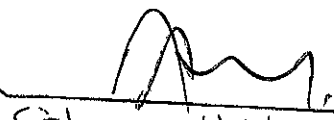
  
 Shire of Narrogin  
 July 18



**SPECIAL CONDITIONS FOR THE LEASE OF CAFE 27**

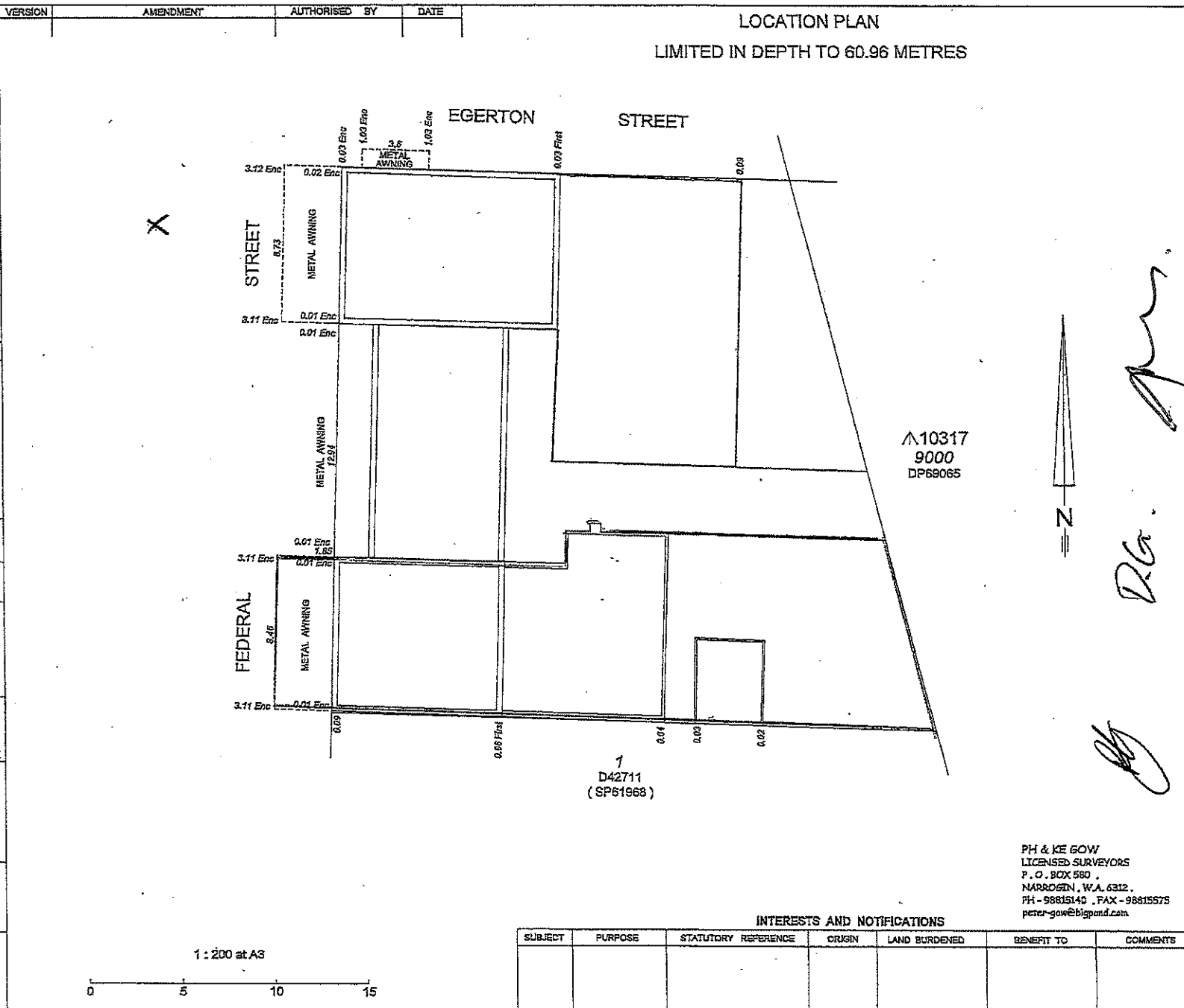
- 1) The lessee will be granted a 4 week rent free period from the date of approval of the lessor.
- 2) The lessee has the option to purchase the property at any time during the first 2 years of the lease for a price of \$170,000 plus gst, if applicable, subject to the property being subdivided and titles being ready for dealings and after the required approvals of the lessor.
- 3) The lessor will take the property off the market for a period of two years to allow the lessee's the opportunity to run the business so they can apply for a commercial mortgage to purchase the property. if after the two year period the lessee is unable to obtain finance then the property will be advertised for sale to obtain a potential purchaser.
- 4) From the date of settlement of purchase, the lessee will not be charged any further rent from that date.
- 5) The lessor will install two double power points to locations as advised by the lessee
- 6) The lessee agrees to undertake the following reconditioning upgrades:
  - a) Year 1 - paint kitchen, store room and the outside toilet;
  - b) Year 2 - stairwell and entire upper level repainted;
  - c) Year 3 - upstairs bathroom is to be made useable and presentable and to upgrade the electrical fittings'.
- 7) Clause 16 to be amended to read 11% in lieu of 12%.

  
\_\_\_\_\_  
Rachel Gonçalves  
24/7/18

  
\_\_\_\_\_  
David Gonçalves  
24/7/18

  
\_\_\_\_\_  
Shire of Narrogin  
July 18

<b>STRATA PLAN</b> <b>78751</b> SHEET 1 OF 3 SHEETS		
PLAN OF LOT 38 ON DP222890		
CERTIFICATE OF TITLE VOLUME 411 FOLIO 159		
LOCAL GOVERNMENT SHIRE OF NARROGIN		
FIELD RECORD 144281		
NAME OF SCHEME 39 FEDERAL STREET NARROGIN		
ADDRESS OF PARCEL 39 FEDERAL STREET NARROGIN, 6312.		
MANAGEMENT STATEMENT <b>YES</b> NO		
SURVEYOR'S CERTIFICATE - Reg 54 <b>P. H. GOW</b> I, the undersigned, being duly sworn, certify that this plan is accurate and is a correct reproduction of the: (a) survey; and / or (b) calculations from measurements recorded in the field records. (* delete if inapplicable) undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged.		
Licensed Surveyor	Date	
<b>LODGED</b>		
DATE	FEE PAID	ASSESS No.
<b>EXAMINED</b>		
DATE		
WESTERN AUSTRALIAN PLANNING COMMISSION W.A.P.C. REF: Certificate of Approval of W.A.P.C. under Section 259(2) of Strata Titles Act 1985		
DATE		
DELEGATED UNDER SEC 15 OF THE P & D ACT 2005		
<b>PLAN APPROVED</b>		
DATE		
INSPECTOR OF PLANS AND SURVEYS (S. 18 Licensed Surveyors Act 1995)		
<b>IN ORDER FOR DEALINGS</b>		
SUBJECT TO		
FOR REGISTRAR OF TITLES		
DATE		
<b>REGISTERED</b>		
APPLICATION		
DATE	REGISTRAR OF TITLES	SEAL
 		



INTERESTS AND NOTIFICATIONS						
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS

HELD BY LANDGATE IN DIGITAL FORMAT ONLY



STRATA PLAN

78751

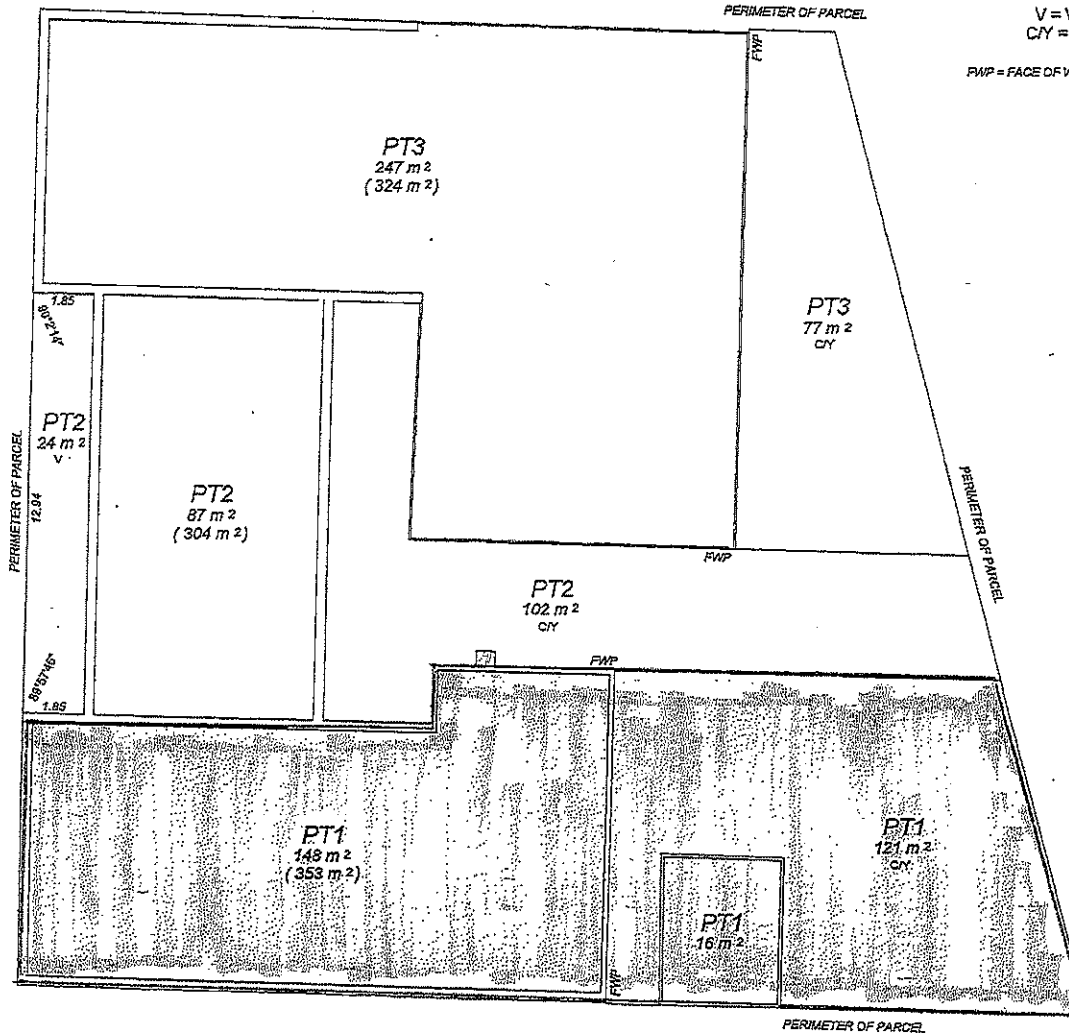
SHEET 2 OF 3 SHEETS

GROUND FLOOR PLAN

PIERS AND DUCTS ARE COMMON PROPERTY

V = VERANDAH  
CY = COURTYARD

FWP = FACE OF WALL PRODUCED TO BOUNDARY



*x by*  
*O.G.*  
*[Handwritten signature]*

THE BOUNDARIES OF THE LOTS OR PARTS OF THE LOTS WHICH ARE BUILDINGS SHOWN ON THE STRATA PLAN ARE THE INNER SURFACES OF THE WALLS, THE UPPER SURFACE OF THE FLOOR AND THE UNDER SURFACE OF THE CEILING AS PROVIDED BY SECTION 3(2)(a) OF THE STRATA TITLES ACT 1985.

THE BOUNDARIES OF THE PARTS OF LOTS WHICH ARE VERANDAH'S SHOWN ON THE STRATA PLAN ARE TO THE OUTER SURFACE OF THE BUILDING WALL, OR WHERE SHOWN DESIGNATED DIMENSIONS, THE UPPER SURFACE OF THEIR FLOOR AND THE PROLONGATION OF THE UNDER SURFACE OF THE CEILING OF THE RESPECTIVE BUILDING PART LOT, EXCEPT WHERE COVERED.

THE BOUNDARIES OF THE PARTS OF LOTS WHICH ARE COURTYARDS SHOWN ON THE STRATA PLAN ARE TO THE OUTER SURFACE OF THE BUILDING WALL, OR WHERE SHOWN DESIGNATED DIMENSIONS, THE UPPER SURFACE OF THEIR FLOOR AND 10 METRES ABOVE THE UPPER SURFACE OF THEIR FLOOR.

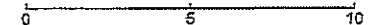
ALL ANGLES ARE 90 DEGREES UNLESS SHOWN OTHERWISE.

ALL DISTANCES ARE FROM THE EXTERNAL SURFACE OF THE BUILDING WALLS UNLESS SHOWN OTHERWISE.

FOR OTHER PARTS OF LOTS 1 & 2 SEE SHEET 3.

PH & KE GOW  
LICENSED SURVEYORS  
P. O. BOX 580  
NARROGIN, W.A. 6312.  
PH - 98815140, FAX - 98815575  
peter.gow@bigpond.com

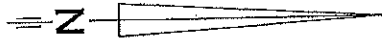
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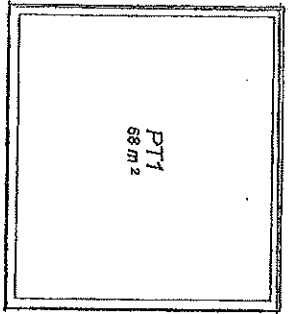
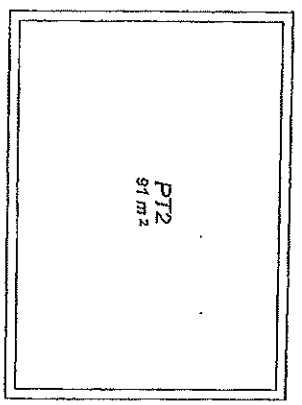
HELD BY LANDGATE IN DIGITAL FORMAT ONLY

FIRST FLOOR PLAN

PIERS AND DUCTS ARE COMMON PROPERTY



X



THE BOUNDARIES OF THE LOTS OR PARTS OF THE LOTS WHICH ARE BUILDINGS SHOWN ON THIS PLAN ARE TO BE TAKEN AS THE BOUNDARIES OF THE WALLS ON THE SURFACE OF THE FLOOR AND THE UNDER SURFACE OF THE CEILING AS PROVIDED BY SECTION 9(2)(a) OF THE STRATA TITLES ACT 1985.  
 FOR LOT 3 AND OTHER PARTS OF LOTS 1 & 2 SEE SHEET 2.

HELD BY LANDGATE IN DIGITAL FORMAT ONLY

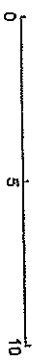
*Handwritten signature*

D.G.

*Handwritten signature*

PH & KE GOW  
 LICENSED SURVEYORS  
 P.O. BOX 590  
 NARROGAN, N.S.W. 4312  
 PH - 9861340 FAX - 9895575  
 pctc@gowdhillgond.com

SCALE 1 : 150 @ A3



## 10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 10.4.1 NAMING OF OVAL ON CLAYTON ROAD - PORTION OF CROWN GRANT LOT 1561

File Reference	2.7.1 & 6.1.4
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Narrogin Apex TBO's
Previous Item Numbers	Nil
Date	5 June 2019
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. ICR1917049 – Letter from Narrogin Apex TBO's Inc

#### Summary

The Narrogin Apex TBO's have written to the Shire seeking to name the Oval at Clayton Rd as Apex Arena. The matter is presented to Council to consider options in relation to its naming.

#### Background

The letter from Narrogin Apex TBO's is attached per Appendix 1 and outlines the various reasons why they believe the Oval should be named in honour of the Apex members who contributed to its grassing and watering in the 1960's.

The Council also heard a presentation from Rob Shepherd, a former member of Apex on 24 October 2018 regarding the same proposal by the Narrogin Apex TBO's.

The Shire, as recently as November 2017, undertook some informal community engagement at that time following a request by the Narrogin Primary School to name the Oval after Barry Cable MBE, the former Narrogin identity and former Australian rules footballer and coach.

*“Barry Thomas Cable MBE (born 22 September 1943) is a former Australian rules footballer and coach. Considered one of the greatest rovers in the sport's history, he played over 400 games at senior level in the Western Australian Football League (WAFL) and the Victorian Football League (VFL), and later coached in both competitions.*

*Born in Narrogin, Western Australia, Cable made his debut with the Perth Football Club in the WANFL in 1962, and won the Sandover Medal as the fairest and best player in the competition in 1964. Cable was awarded the Tassie Medal as the best player at the 1966 Australian National Football Carnival, as well as selection in the All-Australian team. The same year, he played in the first of three consecutive premierships with Perth, winning the Simpson Medal as the best player in the grand final in each year, as well as a further Sandover Medal in 1968. Cable left Perth at the end of the 1969 season to play for the North Melbourne Football Club in the VFL,*

*and won the club's best and fairest award, the Syd Barker Medal, before returning to Western Australia at the end of the season. Following another three years at Perth, in which he captain-coached the club in 1972 and 1973 and won his third Sandover Medal in the latter year, Cable returned to North Melbourne for the 1974 season. In another four years at the club, he played in two premiership sides, in 1975 and 1977, before again returning to Perth after accepting an offer to captain-coach East Perth. Cable retired from playing at the end of the 1979 season, having injured himself in a farming accident.*

*Cable returned to Victoria in 1981 to coach North Melbourne, a role which he held until 1984. He later worked as an assistant at the West Coast Eagles during their first years in the VFL. Having represented Western Australia in a total of 25 matches during his playing career, Cable also coached the team at the 1979 State of Origin Carnival, later being named coach of the All-Australian team. Cable holds "Legend" status in both the Australian Football Hall of Fame and the West Australian Football Hall of Fame, as well as membership in the Sport Australia Hall of Fame. His tally of seven best and fairest awards at Perth is a club record, and his career total of 405 senior-level games is the most of any player born in Western Australia."*

Source: [https://en.wikipedia.org/wiki/Barry\\_Cable](https://en.wikipedia.org/wiki/Barry_Cable)

At the time (in 2017), the input from a number of contacted clubs was that, on balance, the renaming should not proceed and the request was discontinued.

### Comment

Whilst the name Apex Arena has merit, for all of the reasons outlined in the correspondence from the Narrogin Apex TBO's, as did the previous proposal to name it Barry Cable Oval, previous and current engagements with key community groups has indicated a general lack of support for either names.

So, where to from here, one might ask?

Whilst there is little doubt that Barry Cable MBE, along with Bevan George OAM are two of the most illustrious sporting names that have been produced from the Narrogin district, both are not synonymous with the Clayton Road Oval. From initial research, there appears no other notable sports men or women that have made a significant enough contribution to warrant naming the oval after them at this time.

The name Apex, or Apex Arena, carries no current and little perceived ongoing relationship with the predominate uses of the reserve for football or cricket, per se.

For conversation and debate, what of potential other names?

- Narrogin Oval (stating the obvious perhaps?)
- Towns Oval (after the Towns Cricket Club and former Football Club)?
- Narrogin Showgrounds?
- Clayton Road Oval? Whilst colloquially the current long established name by convention, technically not a name that can be supported by the Geographic Names Committee as they do not support ovals have a road or street name in the title.
- JE Clayton Oval or John Clayton Oval or indeed, more succinctly Clayton Oval?

On balance the administration favours nominating the latter name (Clayton Oval) as one which appears to be the most consistent with current naming convention and also one which is predicted to demonstrate resonance with a large section of the community, and importantly, the sporting community and heritage of the district at both site specific and at large.

There appears no web reference to any other oval named Clayton in Western Australia, and heeds to one of the traditional pioneers of the district.

John Edward (JE) Clayton was an important settler and contributor to the community at large in the early settlement of the Narrogin district. A Narrogin Road Board member from 1901 through to 1920 and also a Chairman from 1907-1908 and again in 1908-1915 and 1919-1920. Whilst also being large landowner, he was also a Director of the GSR Flour Milling Co. and also *'President of nearly every sporting club in the town...'*

Source "*The Way Through, The Story of Narrogin*" by OE Pustkuchen.

### Consultation

Following receipt of the correspondence from the Narrogin Apex TBO's, the Chief Executive Officer wrote to the Narrogin Hawks Football Club and the Narrogin Towns Cricket Club seeking their views.

Both these clubs advised that they believed there was a more appropriate name that should be put forward, without specifically nominating an individual.

Specifically the Towns Cricket Club stated:

*"The Narrogin Towns Cricket Club do not support the renaming of Clayton Road Oval to Apex Arena.*

*As Apex no longer exists in Narrogin, we believe renaming the oval will have very little relevance to the residents of Narrogin [sic] or people using the oval. There are many individuals, families and organisations in Narrogin that have also made generous contributions to the construction, maintenance and improvement of the facilities at Clayton [sic] Road Oval.*

*If Apex want an area in Narrogin named as a legacy, perhaps the barbecue area in Foxes Lair that they cleared in 1948 or the Ladies Restrooms at Mackie Park that they helped to build would be a more appropriate option.*

*As we said when the renaming of the oval was considered in 2017, we, as a cricket club, believe it should only be renamed if it is to honour a person that has made a direct contribution to both football and cricket in Narrogin, made a considerable difference to the Narrogin community or an organisation that wishes to fund improvements to the facilities."*

Specifically the Hawks Football Club stated in part:

*"The 15 members of our committee met this evening and the renaming of Clayton Rd Oval was on the agenda.*

*I was surprised at how lively the debate was over this issue.*

*We have a varied demographic represented on our committee."*

*“John Clayton Oval was suggested after the man whose name the road was born.*

*The consensus in the end, was that we really aren't convinced that the name needs changing at all. But if it is to be changed, we probably need to talk to a few more people, people who were around long before us.*

*Sorry it's not conclusive but hope it helps.”*

Previously when the matter of potentially naming the ground Barry Cable Oval was raised, the general consensus was that whilst the concept had merit, that other names should be considered, including JE Clayton. Copies of these previous emails (from November 2017) have been previously forwarded to Elected Members under separate cover for background.

### **Statutory Environment**

The naming of parks and reserves is bound by the policies established by the State Government's Geographic Names Committee, a Committee managed by Landgate.

[https://www0.landgate.wa.gov.au/\\_data/assets/pdf\\_file/0017/46421/1574-Geographic-names-policies.pdf](https://www0.landgate.wa.gov.au/_data/assets/pdf_file/0017/46421/1574-Geographic-names-policies.pdf)

These rules outlines that if a person's name is proposed, that generally a Park or Reserve should only be named after a deceased person (unless exceptional circumstances exist) and part 5.1.3 states:

#### *“5.1.3 Unacceptable names*

*The official naming parameters as detailed in Section 1: Policies and standards must be applied for all local park or recreational reserve naming submissions.*

*The use of road types as part of a local park or recreational reserve name shall not be used, for example Smith Street Park.”*

The Council must also follow the advertising and engagement practices recommended by the Committee in recommending a nominated name to them.

### **Policy Implications**

There are no Council policies that relate, nor any that are proposed at this time.

### **Financial Implications**

There are no financial implications associated with the proposal to name a park or reserve, other than the relatively small cost of a sign at the vehicle entrances (two) to the facility.

### **Strategic Implications**

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
Strategy:	2.3.5 Encourage and support continued development of arts and culture

Outcome:	2.4	Cultural and heritage diversity is recognised
Strategy:	2.4.1	Maintain and enhance heritage assets
Strategy:	2.4.2	Support our Narrogin cultural and indigenous community

### Voting Requirements

Simple majority

#### OFFICERS' RECOMMENDATION

That, with respect to the proposal to name the Recreation Oval or facilities surrounding on portion of lot 1561, Clayton Road, as Apex Arena, Council:

- 1 Thank the Narrogin Apex TBO's for their suggestion; and
- 2 Advise them, and the public, that due to historical convention, it proposes to nominate the name JE Clayton Oval, after John Clayton, to the Geographic Names Committee and seek written comments or submissions from Oval users and the broader community within a 30 day advertising period.

#### 10.4.2 LEASE OF MOTOR CROSS COMPLEX KNOWN AS ‘DANDALOO PARK’ - LEASE PORTION RESERVE 25963

File Reference	A340058
Disclosure of Interest	The Author has no any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	28 May 2019
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
<b>Attachments</b> 1. ICR1917340 – Letter from Vintage Motocross Club of WA Inc 2. Current Lease	

#### Summary

The Vintage Motocross Club of WA Inc. has written to the Shire seeking to initiate a new lease with respect to the property known as ‘Dandaloo Park’, being portion of Reserve 25963, vested in the Shire of Narrogin for the purposes of Recreation, with power to lease (subject to consent from the Minister for Lands).

The matter is presented to Council to consider if it wishes to enter into a new lease with the existing lessee or resolve to advertise the property to the community via ‘Expression of interest’ (EOI) or similar EOI-type process.

#### Background

The property, being portion of Reserve 25963 and comprising approximately 15.1071 ha, is leased to the Vintage Motocross Club of WA Inc., (VMX Club). The VMX Club has leased the land since 8 July 2000 and exercised its right of renewal (10 years) in 2010. The lease therefore concludes on 30 June 2020. Vintage is determined as pre 1975.

In recent years the Narrogin Dirt Bike Association Inc has indicated with meetings with the current and former Shire Chief Executive Officer of their desire to compete for the lease of the land, once it comes time for consideration or leasing.

The administration is on the understanding that the Dandaloo Park Track has been in existence with its current clubroom and ablutions since at least the 1970’s in one form or another.

#### Comment

Whilst the arguments put forward by the VMX Club to be offered a new long term lease are reasonable – *that they have been a good steward of the land with little concern of the local government as to its quiet enjoyment of the land for the last 20 years*, the Shire is aware of potentially competing interests



in the land from novice, junior and senior motocross activities of current dirt bike riders in the community.

The Shire's Law Enforcement Officers indicate that there are generally only about 6-10 complaints about dirt bike riders on public lands each year. They predominantly occur around the Bannister Road area and sometimes at Foxes Lair.

One of the core questions for the Council (and community) is whether the usage of the land and facilities by the current lessee has greater economic and social benefits for the community over that which might be provided by a new Club that is a 'start-up'.

It is probably fair to say that the existing lease and lessee activities have 'done no harm'...but a more difficult question to answer as to what economic input or social value have they brought to the community via their occupation and activation of the site for the past 20 years?

Anecdotally the site has generated no complaints on record about noise or other anti-social or 'hoon' behaviours, often associated with motorbike activities in or adjacent to residential areas.

Arguably, there are risks with a new Club taking over the site if controls are not in place regarding people accessing the site (lawfully or unlawfully) from public lands and reserves from the eastern residential areas of the Narrogin Townsite.

One of the questions that needs to be addressed perhaps, is whether vintage and modern motorbikes can cohabit the site. Indicatively the VMX Club has advised that such cohabitation is very difficult to achieve without extensive earthwork modifications to the track to accommodate two 'sections'. They believe modern motorbikes cause greater damage (due to speed and power) and have different design elements from the riders (banks and berms and jumps are designed to reflect their bikes greater capabilities and capacities).

Conversely, the Narrogin Dirt Bike Riders advise that they would accommodate vintage activities and events if they were in control of the tracks and grounds. The VMX note that they wouldn't be able to use the track if it was modified to suit modern day bikes however.

The guiding criteria for Council that the Administration believe needs to be explored from any competing interests to lease the land for the next period include:

- The demonstrated financial capacity and sustainability of the proposed lessee;
- The intended usage of the site including frequency and type and number of events and participants per annum;
- The ability to best address the Shire's Economic, Environmental and Societal Objectives in the Strategic Community Plan;
- The desired length of lease inclusive of any renewal options (maximum term 21 years);
- The intended lease fee payable by the lessee per annum (currently \$1pa);
- The ability of the lessee to meet outgoings;
- The operating environment of the facility and how club vs member or non-member activities will be managed;

- Ongoing stewardship and security of the site;
- Ability to obtain appropriate insurances for the Club and its members and public liability (\$10m minimum) and other activities;
- Whether the Association or Club intends to comply with accreditation / affiliation / officials for proposed events;
- Whether the Club is incorporated;
- How many members the Club has or is predicted to have;
- Whether the Club can accommodate (allow) users or members or riders from different eras (eg modern vs vintage) and what conditions, if any, might relate to that usage;
- What improvements to and or indeed removal of the facilities or track are proposed during the proposed length of lease and how that is to be financed and maintained;
- Other matters the submitter wishes to put forward in support of their expression of interest.

In summation, it is proposed to advertise the availability of the land for lease by community groups, and following that process, Council consider an officer report on the analysis of the submissions addressing the above guiding criteria. This process would take until approximately November 2019, whereupon the Council would be in a position to authorise preparation of a lease with the preferred lessee.

### Consultation

The Chief Executive Officer has, in the past 12 months, met separately with representatives of both the VMX Club and the Narrogin Dirt Riders Club, indicating that it was his intention to recommend to the Council prior to the end of the current lease, to advertise the next lease by an expression of interest or similar process.

### Statutory Environment

Section 3.58 of the Local Government Act 195 requires the local government to dispose of property (inclusive of leasing interests) in accordance with this section. There is no requirement to seek a valuation nor advertise proposals, where the proposed lease is to community groups (whether incorporated or not), pursuant to section 3.58(5)(d) of the Act and Regulation 30 of the Local Government (Functions and General) Regulations 1996.

This notwithstanding, it is proposed to advertise the availability of the property (the track and land) to the community to ensure transparency and opportunity for competing interests to be known and to enable the Council to be fully informed of options and alternatives that might bring about the best overall result for the community as a whole.

It may be for example, that the adjoining Narrogin Clay Target Club and / or Narrogin Speedway Club might have some interest in 'expanding' or using some of the land.

It should be noted that the ablutions and clubrooms and other facilities, were substantially refurbished by the VMX Club over the years, following the former lessee going into recession and effectively abandoning the site, believed to be in the 1990's.

There are various in-situ metal buildings on the land (ablutions, shed, clubrooms and marshals platform) that are not easily removable and the property of the landlord (notwithstanding the improvements to those facilities by the current lessee). The condition of these facilities is considered fair to good, although the Shire’s Environmental Health Building Surveyors have not inspected the premise for public building and food premise requirements for some years. There appears to be one ‘sea container’ on site that could be readily relocated and might not be considered part of the buildings.

The Council is at liberty to resolve to enter into a new lease with the current lessee without any further consultation or advertising if it so prefers. If this is the case, the Council would simply resolve to authorise the Chief Executive Officer to prepare a draft lease for Council’s consideration, based on the current preferred lease format, and with annual lease fee as resolved by the Council in consultation with the lessee (if more than a nominal amount).

Prior to entry into a lease with respect to this property, the local government is required to seek consent from the Minister of Lands as to the content of the proposed lease.

**Financial Implications**

The current lease includes an annual lease payment of \$1pa with the lessee required to meet all outgoings (power, gas and water). The current practice is that this property, as with almost all sporting clubs leasing land from the Shire, pays no Local Government Rates.

A commercial valuation for the lease of the property has not been obtained, however it is management order (Reserve) vested in the Shire for the purposes of ‘recreation’, which would limit the market uses of the property, to effectively just community groups, which inherently have little capacity to pay.

**Policy Implications**

There are no current Policies that relate nor any that are proposed with respect to the request.

**Strategic Implications**

There exists some opportunity for consolidation of the various motorsports activities within the Shire with a large Recreation Reserve, not far from the townsite but near enough distance that it doesn’t cause too much consternation from residents with respect to noise, dust or emissions.

The town boasts three motorsports clubs and activities in effectively two separate locations. Revheads at the former Narrogin Eagles Football Grounds (Thomas Hogg Oval), and VMX and Narrogin Speedway adjoining each other at this Reserve. Regardless of the lessee however, the opportunity to consolidate activities, such as ablutions, viewing, car parking, etc, would require significant financial outlay probably beyond the current financial capacities of the various clubs involved.

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1 Growth in revenue opportunities
Strategy:	1.1.2 Promote Narrogin and the Region
Outcome:	1.2 Increased Tourism
Strategy:	1.2.1 Promote, develop tourism and maintain local attractions

Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.1 Provision of youth services
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:	2.3.1 Develop and activate Sport and Recreation Master Plan
Strategy:	2.3.2 Engage and support community groups and volunteers
Strategy:	2.3.3 Facilitate and support community events
Strategy:	2.3.4 Provide improved community facilities (eg library/recreation)

Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

### Voting Requirements

Simple majority

#### OFFICERS' RECOMMENDATION

That, with respect to the request of the Vintage Motocross Club of WA Inc. to enter into a new lease of portion of Reserve 25963, known as Dandaloo Park, on the Williams Kondinin Road, Council:

- 1 Thank the Club for their submission and continuing stewardship of the land since 2000; and
- 2 Advertise the property for expression of interest from interested incorporated (not for profit) community groups, including the current lessee, for a period of 60 days and consider those submissions on their merits, inclusive of the guiding criteria contained within the officer's report.



**VINTAGE MOTOCROSS CLUB**

**of WESTERN AUSTRALIA Inc.**

Postal address: 4 McKenzie Way, Embleton, 6062 W.A

Shire of Narrogin  
PO Box 1145,  
Narrogin, WA, 6312.

Dale Stewart.  
Chief Executive Officer.

**New Lease Dandaloo Park**

Dear Dale,

The Vintage Motocross Club of Western Australia Incorporated would like to express our interest in negotiating a further lease, plus options, for the area of 15.1071 hectares or thereabouts, known as Dandaloo Park, contained in Reserve 25963, Lot 109.

As the Lessee of the above property, we have enjoyed a long and productive relationship with the Shire of Narrogin over the last 20 years and would like to extend this into the future. We are a blue chip, low maintenance tenant, who maintains and enhances the property without input or expectation from the Shire of Narrogin.

We would like a new lease agreed under the same conditions as outlined in the Lease agreement dated 8th of July 2000.

Dandaloo Park has become the regional centre for Pre 1975 Vintage Motocross in Western Australia, catering to a membership spread throughout the South West, from Perth in the north to Albany in the south. It is one of the only original motocross tracks remaining from the era and is steeped in history, not just of the past 20 years while we have been custodians, but with some of our membership having competed here when the track was first opened. Being a venue that caters to members from outside the immediate Narrogin area we regularly bring visitors to the town to experience what Narrogin has to offer.

We have planted our roots at this venue, investing our own money, with assistance from Royalties for Regions, in major capital works to enhance the property. This ensures our membership and the public can visit to enjoy the sights and sounds of a bygone era in comfort, with access to amenities such as ablutions and clubrooms. We have also invested in significant water tanks to control dust and provide a safe riding environment. We proudly support local businesses by purchasing our goods and services from them wherever possible

and have provided opportunities for local community groups to fundraise at our events, topping up their earnings with donations from the club.

Our club is affiliated with Motorcycling Australia and as such complies with all necessary regulations regarding motorcycle racing. Members are licensed to ride and are covered by insurance, the track is licensed for vintage motocross racing and organisers hold the correct officials licenses to conduct safe racing events. This eliminates risk for the Shire of Narrogin in regard to operating a motorcycle venue.

As our current lease expires on the 30th of June 2020, we would like to enter into discussions with the Shire of Narrogin to have a new lease in place for this date, ensuring the continued success of the Vintage Motocross Club of Western Australia at Dandaloo Park.

Kind regards,

A handwritten signature in black ink, appearing to read 'mike.gordon', written in a cursive style.

Michael Gordon  
VMXWA President  
[mike.gordon45@yahoo.com](mailto:mike.gordon45@yahoo.com)

DATED

2000

LEASE

*Peter,  
There are quite  
a few pages so I've  
just fixed the cover sheet  
and the Schedule.  
Regards*

Messrs Lane Buck & Higgins

Barristers & Solicitors

Ref: 10149\BOS\AH

WESTERN AUSTRALIA

THE TRANSFER OF LAND ACT 1893

LEASE

The Lessor ("the Lessor") set out and described in Item 1 of the Schedule hereto ("the Schedule") AND who is registered or entitled to be registered as the proprietor of the land hereinafter described HEREBY LEASES to the Lessee ("the Lessee") described in Item 2 of the Schedule ALL THAT the Land described in Item 3 of the Schedule ("the Demised Premises") for the term ("the Term") specified in Item 4 of the Schedule for the rental ("the Rent") specified in Item 5 of the Schedule SUBJECT TO the covenants and powers implied under the Transfer of Land Act 1893 as amended unless hereby negatived or modified.

1. LESSEES COVENANTS:

The Lessee covenants with the lessor as follows:

- (a) To pay to the Lessor or as the Lessor shall direct the Rent (without any deduction) on the days and in the manner aforesaid.
- (b) To duly and punctually pay all of the outgoings specified in Item 6 of the Schedule.
- (c) At all times during the term to keep and maintain all buildings, erections, wells, gates, fences, fixtures and fittings and all other improvements on the Demised Premises in good and substantial repair and condition (fair wear and tear and as to buildings, damage by fire, storm and tempest excepted).
- (d) Not without the written consent of the Lessor:
  - (i) To remove or alter any buildings, erections or any fences now or hereafter on the Demised Premises;
  - (ii) To cut or remove any timber from the Demised



Premises;

- (iii) To assign, transfer, sub-let or part with the possession of the Demised Premises or any part thereof or otherwise by any act or deed to procure, allow or suffer (either voluntarily or involuntarily) the Demised Premises or any part thereof to be assigned, transferred or sub-let or the possession thereof parted with for all or any part of the said term;
- (iv) To grant any licence or easement whether exclusive or otherwise for the use of the Demised Premises or any part thereof for all or any part of the Term.
- (e) To permit the Lessor and his agents at all reasonable times to enter the Demised Premises to examine the state of repair and condition and to forthwith repair and make good all defects or wants of repair for which the Lessee is responsible hereunder and which the Lessor or his agents may find on inspection and of which the Lessor or his agents leave written notice for the Lessee on the Demised Premises.
- (f) To permit all authorised Officers of the Lessor including the Chief Executive Officer and Environmental Health Officer at all times to have free access to the Demised Premises for the purposes of carrying out their respective duties.
- (g) To install and maintain firebreaks to the specifications of the Brigade Fire Control Officer and Shire in accordance with the Shire Firebreak Order prior to the advertised date on each year of the Term and any extension thereof.
- (g) That the Lessee will not commit or permit any waste or spoil on any part of the Demised Premises nor remove or

alter any of the existing buildings or improvements thereon without the prior written consent of the Lessor.

- (h) To pay all costs, charges and expenses incurred by the Lessor for the purpose of or incidental to the preparation and service of a notice under Section 81 of the Property Law Act 1969-1973 and any amending legislation requiring the Lessee to remedy a breach of any of the covenants hereinbefore or hereinafter contained, notwithstanding forfeiture for such breach shall be avoided otherwise than by relief granted by the Court.
- (i) Not knowingly to do or suffer to be done on the Demised Premises anything whereby the insurance of the buildings and improvements on the Demised Premises may be rendered void or voidable or the premiums increased.
- (j) To take out and maintain public liability insurance in a sum of not less than five million dollars to indemnify the Lessor from and against all claims, demands, proceedings, judgements, damages, costs and losses of any nature whatsoever where the Lessor may suffer or incur in connection with the loss of life of/and/or personal injury to any person and/or damage to any property (wheresoever occurring) arising from or out of occurrences at the Demised Premises or any part thereof or occasion wholly or in part by act, negligence, default or omission by the Lessee or its agents, contractors, invitees, licensees, assigns or sub-tenants or any other person or persons using or upon the Demised Premises with the consent or approval express or implied of the Lessee and to indemnify and keep indemnified at all times and from time to time the Lessor from and against all actions, suits, claims, demands by the Lessee or the sub-Lessee, invitees, employees, agents or contractors of the Lessee and all persons claiming through or under the Lessee in respect of any claim which may arise by the

negligent use or abuse by the Lessee or any person claiming through or under the Lessee of water or electricity supplied to the Demised Premises, the building or land or faulty water, electric or other fixtures or fittings of the Lessee and such other risks as the Lessor may from time to time reasonably nominate.

(k) To take out and maintain a suitable worker's compensation insurance and to produce the current receipts for any such insurance in this Clause or the Clause above to the Lessor upon request.

(l) Indemnification of Lessor

The Lessee shall indemnify and keep indemnified the Lessor from and against all claims, demands, summons, actions, suits, proceedings, judgement orders, decrees, damages, costs, losses and expenses of any nature whatsoever which the Lessor may suffer or incur in connection with the loss of life, personal injury and/or damage to the property arising from or out of any occurrence in upon or at the Demised Premises or the use by the Lessee of the Demised Premises or any part thereof or to any person or the property of any person using or entering on or near the Demised Premises or occasion (wheresoever it may occur) wholly or in part by any act, negligent, default or omission by the Lessee, his agents, contractors, servants, workmen, customers or any other person or persons using or upon the Demised Premises with his consent or approval express or implied.

2. PROVISOS

Provided always and this demise is on these conditions:

(a) If the rent hereby reserved or any part thereof respectively shall at any time be in arrears, or unpaid for the period specified in Item 7 of the Schedule after the same shall have become due whether demanded or not, or if the Lessee shall at any time fail or neglect punctually to perform or observe or shall commit or allow any neglect or breach of any covenant, condition or

agreement herein contained and on the part of the Lessee to be performed and observed or if the Lessee shall become bankrupt or make any assignment for the benefit of or enter into any agreement with or make any arrangement with his creditors for liquidation of his debts by composition or otherwise or if any execution be levied against his goods or chattels or if the interest of the Lessee in this lease shall be taken in execution, then and in any such case it shall be lawful for the Lessor or any person authorised by the Lessor to determine this tenancy and demise and cancel these presents and thereupon the Lessor may re-enter upon the Demised Premises or any part thereof in the name of the whole and take and hold possession as if these presents had not been made without prejudice to any right of action or remedy of the Lessor in respect of any antecedent breach of any of the covenants by the Lessee hereinbefore contained.

- (b) In case any buildings or any part thereof (if any) on the Demised Premises shall at any time during the Term be so destroyed or damaged by fire so as to be unfit for occupation or use and if any policy or policies of insurance effected over the said building shall not have been vitiated or rendered void or voidable or payment of the policy monies refused in consequence of any act or default of the Lessee, the Rent or a fair proportion thereof according to the nature and extent of the damage sustained shall be suspended until the said buildings shall again be rendered fit for occupation and use AND in case of any difference touching this Proviso the same shall be referred to a single arbitrator to be agreed upon by the parties and in default to be appointed by the President for the time being of the Law Society of Western Australia which arbitrator shall act in accordance with the provisions of the Arbitration Act 1985 or any statutory modification thereof for the time being in force.

- (c) Any demand or notice by the Lessor to the Lessee or by the Lessee to the Lessor hereunder may be given by posting the same in a registered pre-paid letter addressed to the addressee at his address hereinbefore mentioned or such other address as either party shall have previously notified the other and shall be deemed to be served upon and received by the addressee at the time the same would be delivered in the ordinary course of post.
- (d) That if the Lessee shall with the consent of the Lessor remain in possession of the said land after the expiration of the Term, the Lessee shall so remain as tenant from month to month only at the rent to be agreed in accordance with the provisions of Clause 1(a) hereof but on all the covenants, conditions and agreements herein contained except that relating to the option to renew the Lease.
- (e) That the costs of and incidental to the preparation, stamping and registration of these presents shall be paid by the Lessee.

3. LESSORS COVENANT

- (a) The Lessor to the intent to bind the reversion of the Demised Premises but not so as to make the Lessor liable in damages except for his own acts and defaults hereby covenants with the Lessee that the Lessee paying the Rent and observing and performing the several covenants and stipulations herein on his part contained shall peaceably hold and enjoy the Demised Premises during the Term without any interruption by the Lessor or any person rightfully claiming under or in trust for the Lessor.
- (b) The Lessor shall promptly and punctually pay all of

the outgoings (if any) specified in Item 8 of the Schedule.

4. OPTION OF RENEWAL

That the Lessee duly and punctually paying the Rent and complying with, observing and performing all of the terms covenants and conditions herein contained or implied, and on the part of the Lessee to be complied with, observed and performed, shall have the option of a renewal of this Lease for such further period (if any) as may be specified in Item 9 of the Schedule SUBJECT TO AND UPON the same terms covenants and conditions as are herein contained (other than for this clause and as to rental) PROVIDED THAT in no event shall the rental as so determined be less than the rental payable during the period immediately preceding the period the subject of such determination and the new rental shall be payable and paid at the new rate from and including the date of commencement of the renewed term irrespective of when the reviewed amount of such rental is agreed or determined.

Each option shall be exercised by notice in writing delivered to the Lessor personally or sent by post to the Lessor at the address of the Lessor aforesaid or other place where the Lessee pays the rent to the Lessor at any time within the period of not less than three calendar months preceding the determination of the term hereby granted AND if sent by post such notice shall be deemed to be delivered in due course of post.

Following the exercise of an Option by the Lessee the parties shall execute an extension of lease to be prepared at the cost of the Lessee by the Lessor's solicitors and to contain such reasonable terms and conditions as the Lessor's solicitors consider usual in similar documents.

5. SPECIAL CONDITIONS

Notwithstanding any other provisions to the contrary contained in this Lease, the special conditions (if any) set out in Item 10 of the Schedule shall be deemed to be incorporated in this Lease and in the event of a conflict between any of the said special conditions and any of the other covenants, conditions, agreements, declarations and terms contained in or referred to in this Lease the said special conditions shall prevail.

6. ESSENTION TERMS

It is expressly agreed and declared that the covenants by the Lessees contained in Clauses 1(a), 1(b), 1(d), 1(f), 1(g) hereof (subject to proviso herein contained) essential terms of this Lease the breach or non-observance or non-performance of any one or more of such covenants, terms, conditions shall be deemed to be a fundamental breach of the provisions of this Lease on the part of the Lessee to be observed and performed PROVIDED THAT the presence of this Clause in this Lease shall not mean or be construed meaning that there are no other essential terms in this Lease. Should the Lessor terminate this Lease following any such fundamental breach hereof without prejudice to any or either remedy of the Lesser herein contained or implied it is expressly agreed and declared that the Lessor shall be entitled to recover costs from the Lessee as and by way of liquidated damages for such breach the aggregate of the annual rental rates and taxes and other monies which would have been payable by the Lessee for the unexpired residue of the term but for such determination less the aggregate of the annual rental rates taxes and other monies which the Lessor by taking proper steps shall re-let the Demised Premises so obtained or could reasonably be expected to obtain by re-letting the Demised Premises for the unexpired residual of the term after such determination PROVIDED THAT in so doing the Lessor shall not be

required or obliged to offer except in respect of re-letting terms covenants conditions or stipulations which are the same or similar to the terms covenants conditions or stipulations herein contained or implied.

7. GOODS AND SERVICES TAX (GST)

(i) If a goods and services tax, or any value added tax of a similar nature ("GST") becomes payable either by the Lessor or by the Lessee in respect of any monies paid or payable by the Lessee to the Lessor or in respect of any services provided by the Lessor to the Lessee under or in connection with this Lease:-

(a) the Lessee shall comply with all legislation relating to the GST and without limiting the generality of the foregoing the Lessee shall (if the Lessee shall by law be so required) register with the relevant authority responsible for the administration of GST, lodge all necessary returns in respect of the monies paid or services provided under this Lease; and

(b) the Lessee shall pay the GST and shall indemnify the Lessor against any GST arising in respect of the monies paid or payable or services provided under this Lease, and in default of payment or indemnity, the same shall be recoverable in the same manner as rent in arrears.

(ii) If any GST is payable by the Lessor arising in respect of the monies paid or services provided under this Lease, the Lessee shall pay to the Lessor an amount equal to the amount of the GST on demand.

EXECUTED as a Deed by the parties hereto.



THE SCHEDULE

ITEM 1  
LESSOR: Shire of Narrogin of 43 Federal Street, Narrogin

ITEM 2  
LESSEE: Vintage Motocross Club of Western Australia Incorporated

ITEM 3  
DEMISED PREMISES: An area of 15.1071 hectares or thereabouts as is now occupied and used by the Lessee and being part of the land contained in Reserve 25963 and being part of Dumberning Agricultural Area Lot 109 and more particularly shown on the sketch hereunder and marked green

ITEM 4  
TERM: Ten (10) years commencing on the 1st day of July 2000 and terminating on the 30th day of June 2010

ITEM 5  
RENTAL AND HOW AND WHEN PAYABLE: Rental of One dollar (\$1.00) per annum the first such payment to be made on the 1st day of July 2000 plus any Goods and Services Tax payable to be paid by Lessee.

ITEM 6  
OUTGOINGS:

1. All electricity, gas, telephone, and excess water charges which during the Term and any extension thereof may become payable in respect of the Demised Premises.
2. All insurance premiums from time to time payable in respect of the insurance to the full insurable value of the buildings (if any) on the Demised Premises against loss or damage by fire.

ITEM 7  
PERIOD OF DEFAULT: 28 days.

ITEM 8  
OUTGOINGS TO BE PAID BY LESSOR: The Lessor shall pay rates, taxes, charges, assessments and impositions of every kind assessed or payable in respect to the Demised Premises (and

not included in the definition of outgoings as herein provided).

ITEM 9

OPTION TO RENEW:

A ten year term to commence on the 1st day of July 2010

ITEM 10

SPECIAL  
CONDITIONS:

(a) The Lessee will:

(i) At all times during the conduct of a race meeting and also during practice meetings provide suitable sanitary conveniences for both male and female participants and all attending spectators and make suitable arrangements for the disposal of sanitary wastes;

(ii) be responsible for the maintenance of tracks and roads inside the said Reserve and any buildings erected by the Lessee for its own convenience.

(b) Any building erected by the Lessee on the Demised Premises shall remain the property of the Lessee or its trustees in the event of the Lessee going into recess or becoming defunct.

(c) This Lease shall at the option of the Lessor be determinable by the Lessor should the Lessee be inactive for a period of not less than twelve months or the club be disbanded or cease to exist.

DATED the 8<sup>th</sup> day of July 2000

SIGNED by the said )  
SHIRE OF NARROGIN )  
)

.....*Danell S. Mure*.....  
Shire President

.....*[Signature]*.....  
Chief Executive Officer

SIGNED by the said )  
VINTAGE MOTOCROSS CLUB )  
OF WESTERN AUSTRALIA )  
INCORPORATED )  
(ACN )  
in the presence of: )

*[Signature]*  
Geoffrey Smith

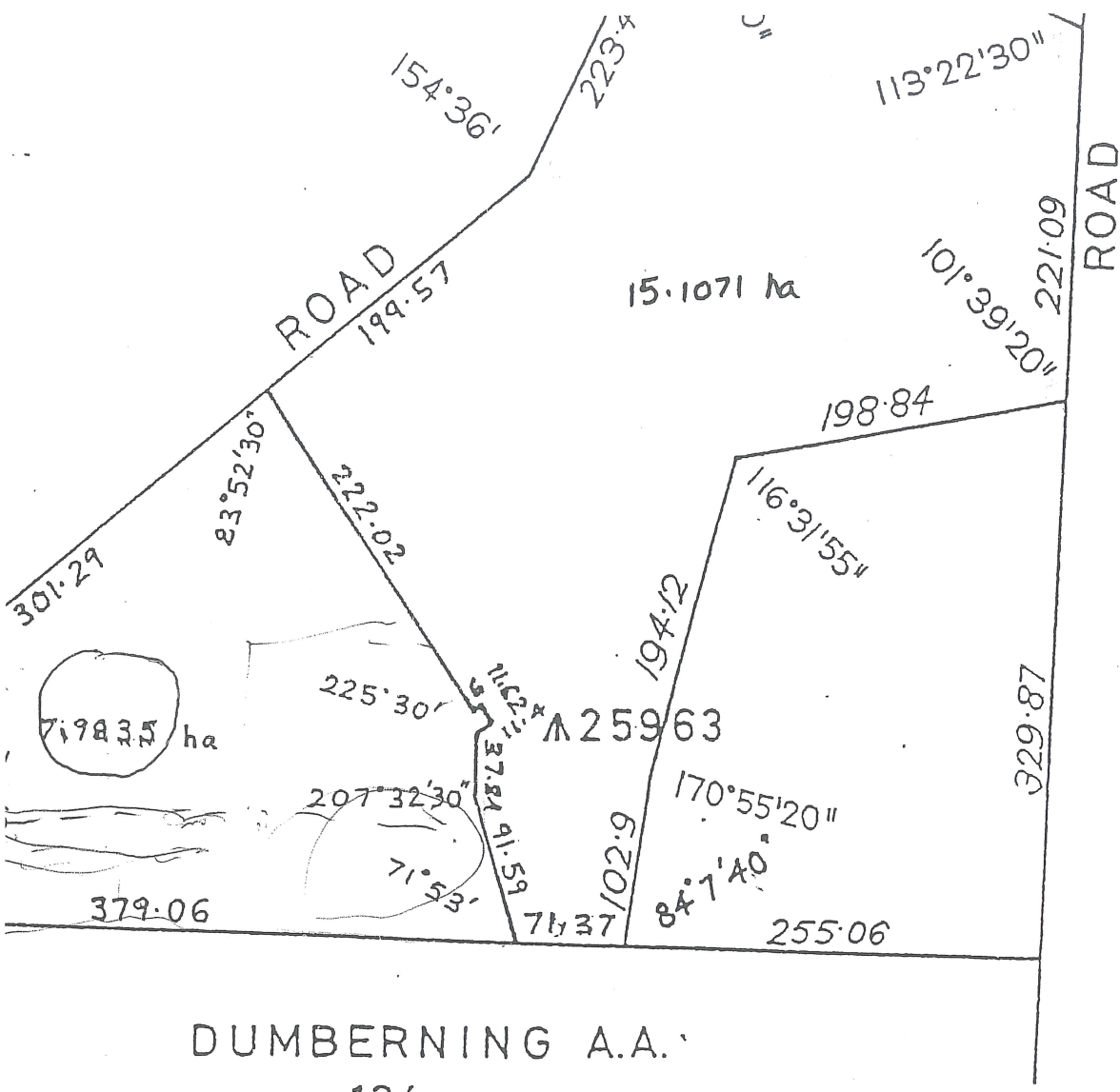
Witness Signature:

Name: *Geoff McKeown*  
Address: PO Box 64  
NARROGIN  
Occupation: CEO





RESERVE 25963  
LEASED AREA TO  
VINTAGE MOTOCROSS CLUB





## 10.4.1 NARROGIN REGIONAL LEISURE CENTRE CONTRACT - DEFICIT BUDGET VARIATION REQUEST

File Reference	20.1.3
Disclosure of Interest	The Author/Authorising Officer has no any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	27 March 2019 Item 10.4.1
Date	18 June 2019
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Decision Paper May 2019

### Summary

The Council is required to advise the YMCA of whether it is prepared to accept a requested variation to the agreed operating deficit with respect to management of the Narrogin Regional Leisure Centre (NRLC) for the current financial year, due to unforeseen revenue losses associated with aquatic centre and water intrusion closures, during the preceding 9 months.

In addition, guidance is sought on whether to agree to continuing with Sunday trading, at an additional Budget deficit of \$20,000 for the 2019/20 Financial Year.

### Background

Council entered into a management contract with the YMCA in 2014 for a 5 year period with a 5 year option at the Council's discretion (June 2014).

The Council, at its meeting of April 2017, resolved to approve the Sunday activities following a trial at the time.

Council approved a Deficit Budget for the contract for the 2018/19 Financial Year of \$284,706.

Council at its meeting of 27 March 2019 resolved:

*"That, with respect to management of the Narrogin Regional Leisure Centre, Council:*

1. *Authorise the Shire President and Chief Executive Officer to sign a contract extension of a further 5 years from 1 July 2019, pursuant to clause 5.2 of the contract, subject to minor modifications to the existing contract via an addendum, to include matters addressed in the Officer's Report.*
2. *Approve the Budget subsidy for 2019/20 Financial Year of \$286,333, noting that this is only \$1,000 greater than the 2018/19 Financial Year, subject to the Centre remaining open on Sundays with a revised budget to reflect consideration of seasonality of use on those days.*



3. *Endorse the proposed Fees and Charges with effect from the 2019/20 Financial Year and inclusion in the Fees & Charges Schedule for adoption in coming months.”*

At that same Meeting, the Council also resolved:

*“That, with respect to management of the Narrogin Regional Leisure Centre, Council:*

1. *Note the impact that the unforeseen aquatic centre component closures have had on the Centre’s revenues and request the Chief Executive Officer to meet with the Management of the YMCA to detail the rationale of the request for a Budget Subsidy variation for Financial Year 2018/19, with a report to Council no later than June 2019 for Council’s consideration as to what extent it will support that variation.”*

## Comment

### Sunday Trading

Guidance is sought on the option of discontinuance or continuation of opening of the Centre (aquatic and gym) on Sundays from 12 noon to 5pm. This trial opening was on average for the benefit of very few users, at an average gross revenue of \$18 per person, but at an average expense of \$42 per person. The estimated loss for specifically opening on Sundays by the YMCA is an additional \$20,000 per annum (or \$1,667 per month). If the Council wish this to continue into 2019/20, provision would need to be added to the Budget approved for the YMCA at the Council’s meeting of 27 March 2019.

Average daily Sunday attendance figures supplied by the YMCA are as follows:

Month/Year	Attendances
May 18	11.75
Jun 18	21.50
Jul 18	19.00
Aug 18	12.00
Sep 18	8.60
Oct 18	37.50
Nov 18	44.25
Dec 18	63.80
Jan 19	33.75
Feb 19	53.00
Mar 19	24.20
Apr 19	11.85

It is clear from these figures that the months October to March inclusive (6 months), are the busiest, however still not sufficient to generate enough revenue to ‘break even’.

The Council could support opening for say six months, or accept the loss and retain consistent opening times.

The Administration supports the consistent opening days approach and have recommended continuing with Sunday openings.

### Budget Variation Request

The YMCA originally submitted (to the Council Meeting of March 2019) a variance to the current approved Budget Deficit, requesting an additional sum of \$181,840 (Option A), \$113,581 (Option B) or \$100,845 (Option C), dependent upon the Council's view of different aspects of the variation request.

The YMCA subsequently submitted an amended detailed variation request providing the rationale for the request, based on Option B (\$113,613) (attachment 1).

The Administration has analysed the request and believes that it is justified based on the issues surrounding the weather events and more particularly, the days that the aquatic facility was either closed (72 days), or had fluctuating temperatures below the optimum (estimated at a further 60 days).

### **Consultation**

- Senior Management of the YMCA.
- Executive Manager Development & Regulatory Services.

### **Statutory Environment**

There are no relevant statutory matters that relate, other than those contained within the contract.

### **Policy Implications**

There are no relevant Council Policies that relate nor policies required or proposed.

### **Financial Implications**

Consideration of the request of the YMCA to vary the 2018/19 Budgeted Deficit to the extent of up to \$113,581 can be accommodated within the current Budget. The existing Management Fee Budget provides for some \$15,000 latitude over the approved Budget, and acquisition of the proposed Building Management System, approved by the Council for acquisition hasn't yet occurred and has been deferred to the new financial year (\$30,000). Other savings are in the Youth area of the Budget, which has some \$45,000 under expended, pending the completion of the proposed Youth Engagement Strategy currently being undertaken free of charge and expected to be completed by the YMCA, by late July 2019.

This only leaves some \$23,000 short, which can be accommodated within various minor accounts throughout the Budget, given the Budget year has effectively concluded.

Clause 8.2 of the Management Contract provides that the contractor may submit a variation request to the Principal (the Shire) for consideration, if events beyond their control have negatively impacted upon their expenses and revenues.

The YMCA contend that the aquatic centre closures, for various times during the financial year, has had a direct negative effect on revenues associated with not just the aquatic side, but also the dry side to some extent – eg food sales. Also there were some water egress events that led to cancellation of some dry side events, such as a large Netball Carnival.

## Strategic Implications

Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community

## Voting Requirements

Simple Majority

### **OFFICERS' RECOMMENDATION**

That, with respect to Narrogin Regional Leisure Centre, Council:

- 1 Approve continuation of Sunday trading hours from 12 noon to 5pm at an additional deficit Budget cost of \$20,000 in the 2019/20 Financial Year; and:
- 2 Note the impact that the combined effects of unforeseen aquatic centre closures, Sunday trading trial and water egress events have had on the Centre's revenues, and agree to a one-off variation of \$113,613 pursuant to clause 8.2 of the Contract.

**YMCA WA / SHIRE OF NARROGIN**  
**DECISION PAPER**  
**FOR SHIRE CEO AND COUNCIL CONSIDERATION**

**TO: Chief Executive Officer, Dale Stewart**

**FROM: General Manager Metro, South West and Goldfields, Mark Furr**

**SUBJECT: Variation to FY19 NRLC Budget**

**DATE: 7<sup>th</sup> May 2019**

## **1. BACKGROUND/CURRENT STATE**

During the financial year of 2018/19, the Narrogin Regional Leisure Centre, (NRLC), has encountered significant infrastructure and plant and equipment failures that have led to disruption to service, closures of facilities, cancellations of planned events and community/consumer unrest, resulting in reduced participation.

The age and poor condition of the roof has led to closure of courts and the pool which in turn has led to the subsequent cancellation of planned events which has impacted hundreds of community members intent in undertaking recreation, leisure, competition and club activities. The aquatics component of the NRLC has suffered significant plant and infrastructure issues as regular breakdowns have jeopardised the safe maintenance of the pool in accordance with compliance requirements and other health and safety standards and considerations.

These matters have had a direct and indirect impact on the financial performance of the centre as well as contributed to operational issues arising throughout the current financial year resulted in the following:

- Regular closure of the pool due to temperature irregularities:
- Pool closures due to faulty chlorine gas maintenance equipment.
- Closure of courts within centre due to leaking roofs.
- Cancellation of profitable aquatic classes, programs and recreational swimming which are a key financial driver within the centre.
- A down turn in secondary sales.
- Cancellations of memberships.
- Resignation of staff and duty management.
- Inability to recruit local staff (at the time), resulting in exorbitant agency staff costs to remain open and at required supervisory ratios.
- Reputational damage within the local community resulting in decreased participation at the centre.

The Shire and the YMCA have worked, and continue to work, proactively to address these infrastructure and plant issues and the work to address these matters will sustain the centre for years to come and enable growth and expansion of services to the community. As a consequence of these factors the financial performance of the NRLC is well behind the original agreed budget expectations.

In accordance with Section 8 of the contract between the Shire of Narrogin and the YMCA WA, specifically section 8.2, para.(1),sub para (h), there is an opportunity for both parties to discuss and negotiate a revision to the budget in light of these uncontrollable factors that have impacted on the NRLC's financial performance in FY19.

## CONTRACTUAL IMPACT

The section of this paper discusses the operational and financial impact in FY19 due to the disruption within the Centre due to issues mentioned previously. The current financial variant to the originally agreed and can be mainly attributed to infrastructure and staffing matters.

**The current variant to NRLC budget as at 01 May 2019 is (\$284,681).**

The YMCA is requesting an agreed variation to contract from the Shire of Narrogin of **\$113,613** for FY19.

### **Financial Implications for YMCA:**

The YMCA will be incurring additional costs in FY19 of **at least \$171,068 YTD.**

The \$171k of additional cost that the YMCA will have to bear includes higher staffing costs of \$103,103, due to resignations of duty management essential to aquatic compliance and the subsequent necessity to utilise agency staff to ensure the pool remained open and compliant.

There had been little if any success in recruiting management staff locally but this has now been addressed from 01/04/19, and no agency costs are being incurred now that the staffing structure has stabilised.

Other additional costs incurred by the YMCA are attributable to inconsistent and reduced participation at a time when the centre was impacted by infrastructure issues and functioning inconsistently, resulting in last minute cancellations of events, or full functionality of the centre being compromised. This is applicable in the Health Club and the disruption in FY19 certainly had reputational impacts throughout the community resulting in reduced participation. This is now a past reflection as stability in both staffing, compliance and infrastructure has been achieved and normal services begin to resume throughout the Centre.

### **The Rationale for Shire of Narrogin to Consider Budget Variant:**

The total number of unscheduled days the pool was closed totalled 72 days or 23%; this does not account for a number of days that there was disruption to the pool either by temperature or intermittent plant failure such as chlorination issues etc.

There was also intermittent disruption to Court usage due to leaking roofs which had an impact on sports competitions and other events.

The figure of \$113,613 is comprised of the following items for consideration:

#### **Aquatic Education Program - \$39,362:**

- This program has consistently achieved budget in the past three years averaging approximately \$70k of revenue per annum. Pool closures at 23% of available opening days and a 40% downturn in participation and enrolments in comparison to FY18 substantiates the variant as stated; \$12,304 in closures and \$27,058 in participation and enrolment impact. These figures are a direct result of the pool closure and function inconsistency in FY19.
- Statistically, the current enrolments for Aquatic Education in FY19 are down by 31% against a three-year attendance average.
- The full year effect of these issues in FY19 means that with lower enrolments in term 2 that this will have an additional (\$5,660) impact on budgeted figures by year end.
- YMCA has no doubt that it will be able to increase enrolments back to previous trends and levels in FY20, now that the pool is fully operating and functional.

**Recreation Swimming - \$16,289:**

- This budgeted service has consistently met budgeted revenue for the past 3 years. The impact of closure for 23% of the available time YTD accounts for (\$16k) variant to budget which is the actual % variant in the P&L to date.

**Additional Repairs and Maintenance - \$28,138:**

- The consistent breakdown of Aquatic plant throughout the year has led to exceeding budgeted amounts by over \$38k YTD. The \$28k stated above is for repairs and maintenance to system filtration and back wash equipment that broke down and required addressing and outside budgeted expectations, (\$17,487).
- An ageing Chlorine Gas System presented significant risk to the functionality and safety of the pool and additional audit, inspections and additional costs were incurred to maintain this system that was in obvious decline and was a contributing factor to the irregularity of pool openings at times throughout the year. Additional cost was incurred to maintain safety and compliance requirements including additional equipment required to be purchased. This has resulted in (\$10,651) of unexpected costs.

**Creche – \$821:**

- Reduced usage and participation in Group Fitness and Health Club programs due has a revenue variant to budget of 31%. Creche is used by all programs however in determining the figure the variant deficit has been calculated by comparing recreation swimming participation against the 23% of pool closure. This is 22.6%.

**Loss of Secondary Sales - \$2,765:**

- The revenue from secondary sales, (Café), has been impacted by centre closure and a downturn in Aquatic Education participation. This figure is not representative of the total variant to this budget area but is reflective of the calculated impact based on pool closure and reduced participation.

**Staffing and Management Costs - \$26,238:**

- This figure of \$26k does not represent any dollars associated to agency costs incurred in FY19. This figure represents the requirement for the YMCA to meet its contractual obligations to pay permanent and part time staff when the pool was closed and therefore their roles were not required, (Duty Pool Management and Swim School Management).
- This figure does not represent the costs associated with 23% of unplanned closure of the pool but is reflective of their rostered shifts.

**Sports Competitions, Bookings , Events and Hiring's - \$0:**

- The figures that are represented in other areas above are justified with the fullness of transparency. In doing so, providing a figure under each section or header is substantiated with sound evidence and in many cases do not even reflect the full negative variants currently carried within the budget.
- Whilst the YMCA is completely aware that there were cancellations to sport competitions, events and hiring's it is difficult to assess and calculate the actual figure and could be argued that there is subjectivity in its argument and accuracy. Therefore, whilst this is a contributing factor in requesting a variant to the budgeted expense in FY19, no figure is put forward for consideration.

## RECOMMENDATION

The YMCA WA submits a request, in accordance with Section 8 of the contract between the Shire of Narrogin and the YMCA WA, specifically section 8.2, para.(1),sub para (h), to apply a variant to budgeted expenses for FY19 by \$113,613.

Whilst this amount is significant, it is requested that the Shire consider that these additional costs and revenue impacts were unforeseen at the time of budget compilation, during FY18.

It is also requested that the Shire also considers that due to these contributing factors and unforeseen circumstances, the YMCA will be incurring significant additional costs too, at the end of this financial year that actually surpasses the requested variation to Shire.

The YMCA wishes to assure the Shire that the composition of this paper and the subsequent amounts submitted for consideration are evidence based and actual. In some cases, as mentioned above, whilst it is evident the revenue in these areas are impacted by the events in FY19, it is difficult to present a considered amount that could not be subjective. Therefore, commentary was made but no amounts put forward for consideration.

This process has been a thorough and transparent process and the YMCA is cogniscent of the requirement to maintain trust and confidence with the Shire.

## SUMMARY

The current financial position of NRLC is not a true reflection of its potential. The NRLC can and will achieve positive output and outcomes in FY20 as a sustainable and continuously improving recreation and leisure services provider to the Narrogin community.

With all works and operational considerations almost complete, the YMCA is confident that service, support and financial performance will meet the Shire's expectations and therefore the YMCA provides assurances that the Shire can expect positive financial performance from the NRLC in FY20 and onwards.

The factors impacting on current financial state were unforeseen but have provided an opportunity to address works required that will further improve the NRLC's sustainability, both physically and financially.

A review of the NRLC has been conducted and has factored within the budget for FY20. Revised staffing models, program development and additional service and facility innovations are a key priority and consideration for FY20. This includes the development of a youth strategy and subsequently the introduction of funded youth activities and support programs, centre improvements such as the Sports Gallery, improved technology and WIFI access, and the development of a skilled local workforce that can work and support the NRLC when required.

The YMCA thanks the Shire for its consideration in this matter.

Prepared by:

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**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 on 24 July 2019, at this same venue.





Shire of  
**Narrogin**  
*Love the life*

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