

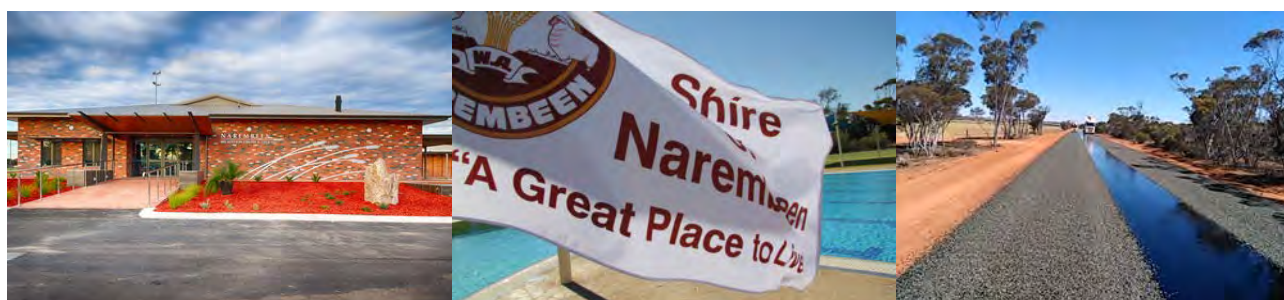


# SHIRE OF NAREMBREEN

Confirmed Minutes for the 643<sup>rd</sup> Ordinary Council Meeting

15<sup>th</sup> August 2018

**Our Mission:** A rural community working together to create a great place to live, attain a safe, healthy and creative environment, which achieves sustainable and innovative development and economic opportunities.



*Our Values: Respect, Inclusiveness, Fairness & Equity, Communication*

COUNCIL CALENDAR		
Date	Time	Meeting
15 <sup>th</sup> August 2018	2.30pm	Ordinary Meeting of Council
19 <sup>th</sup> September 2018	2.30pm	Ordinary Meeting of Council
17 <sup>th</sup> October 2018	2.30pm	Ordinary Meeting of Council

AUGUST MEETING PROGRAMME	
2.00pm	Ross Marshall BGC & Afternoon Tea
2.30pm	Ordinary Meeting of Council

## MEETING GUESTS

Ross Marshall – BGC Construction  
Murray Dixon & Andy Hardham – Narembreen Bushfire Brigade

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# MINUTES

## Shire of Narembeen Ordinary Council Meeting Wednesday 15<sup>th</sup> August 2018, commencing at 2.30pm

### 1.0 Opening & Welcome

2.30pm - The Shire President, Cr Rhonda Cole welcomed Councillors and guests to the meeting and declared the meeting open.

### 2.0 Attendance & Apologies

#### Attendance

##### **Councillors**

Cr Rhonda Cole	Shire President - Presiding Person
Cr Kellie Mortimore	Deputy Shire President
Cr Bevan Thomas	Member
Cr William Cowan	Member
Cr Amy Hardham	Member
Cr Peter Lines	Member
Cr Alan Wright	Member

##### **Staff**

Mr Chris Jackson	Chief Executive Officer
Miss Bonnie Cole	Executive Manager Corporate Services
Mrs Sheree Thomas	Community & Economic Development Officer (minute taker)
Mr Klint Stone	Building Supervisor (present for report to Council)

##### **Public**

Mr Murray Dixon	Narembeen Volunteer Bush Fire Brigade
Mr Dave Basham	Narembeen Police
Mr Andy Hardham	Narembeen Volunteer Bush Fire Brigade (entered 2.23pm)
Mr Trent Davis	WA Regional Plumbing

#### Apologies

Mr Scott Stirrat	Member
Mr Arthur Cousins	Works Manager
Mr Will Pearce	Environmental Health Officer

#### Approved leave of absence

Nil

### 3.0 Declarations of Interest

Nil

### 4.0 Announcements

#### 4.1 Application for leave of absence

Nil

2.32pm - Mr A Hardham entered the meeting.

**5.0 Public Question Time & Deputations (15 min)**

Murray Dixon and Andy Hardham provided an update to Council on the Narembeen Bush Fire Brigade becoming a VFES. Formal correspondence confirming this arrangement is to be received from DFES within the next week.

Murray Dixon thanked Council for the new Volunteer Emergency Service Facility, and believes it is an asset to the community.

Mr Dave Basham addressed Council on the Purple Bench Project.

2.50pm - Mr M Dixon exited the meeting and did not return

2.50pm - Mr A Hardham exited the meeting and did not return.

2.50pm - Mr D Basham exited the meeting and did not return.

## 6.0 Minutes of Previous Meetings

## 6.1 Confirmation of Minutes of Ordinary Meeting of Council

### 6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Wednesday 18<sup>th</sup> July 2018.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 18<sup>th</sup> July 2018 be confirmed as a true and accurate record of the proceedings.

## COUNCIL RESOLUTION

**MIN 6679/18**     **MOTION** - Moved Cr. P Lines     2nd Cr. A Wright

*That the minutes of the meeting of the Shire of Narembeen held Wednesday 18<sup>th</sup> July 2018 be confirmed as a true and accurate record of the proceedings.*

**CARRIED 7/0**

### 6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Wednesday 18<sup>th</sup> July 2018.

Nil

<b>7.0</b>	<b>Status Report</b>
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**RECOMMENDATION:**

That the Status Report for August 2018 be received.

**COUNCIL RESOLUTION**

**MIN 6680/18**                      **MOTION** - Moved Cr. A Hardham    2nd Cr. W Cowan

*That the Status Report for August 2018 be received.*

**CARRIED 7/0**

**SHIRE OF NAREMBEEN - STATUS REPORT**  
For August 2018 Council Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6134/16	17-Feb-16	ADM535	Kondinin and Cramphorne Roads land acquisitions	Road Widening's/Land Resumption: 1. That Council make an offer of \$1,250 per hectare in exchange for the resumption of land into the Kondinin Narembreen Road and the Cramphorne Road reserves from the above property owners, as well as the rerouting of the Merredin Road land resumption. 2. That staff continue the process of amalgamation of land from these property owners in to the road reserve with the West Australian Planning Commission with the completion of the required Form 1A Application for Approval of Freehold or Survey Strata Subdivision.	Cramphorne Rd - complete. Kondinin Rd - Deposited Plans issued, referred to Stephanie Laurie Settlements	Ongoing	CEO
6275/16	21-Sep-16	ADM541	Repeal By Laws and Review of Local Law	That Council commence the 8 year Local Law Review process in accordance with Section 3.16 of the Local Government Act 1995 and authorise the Chief Executive Officer to give public notice as required.	Revised Local Laws to be prepared.  Cemetery Laws to be considered first.	Ongoing	CEO
6339/16	21-Dec-16	ADM461	Directional Signage - Cnr Longhurst St & Latham Road	That Council approve the concept for new signage and request the staff investigate the location options before proceeding.  Reason for Change: Council want to ensure the signs are placed in the best possible location which may not be all at the intersection of Latham Road and Longhurst Street.	Blacksport Application submitted for 2019/2020 round of funding.	Ongoing	CEO/CED
6356/17	15-Feb-17	ADM591	Grain Discovery Centre & Roadhouse Lease	Item to lay on the table until March Meeting. REASON FOR CHANGE: The draft lease agreement had a number of changes required on it.	Review need for lease.	Ongoing	CEO
6387/17	15-Mar-17	ADM8	Secondary Freight Route Project	That Council:- 1. Supports up to Phase 5 of the Secondary Freight Route Project ("Project") with Regional Development Australia (Wheatbelt) seeking funding through the Federal Governments Building Better Regions Fund". 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. 3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Narembreen's 17/18 Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).	Item to August meeting	Superseded	CEO
6404/17	19-Apr-17	ADM058	Estate of W Jones	That Council: 1. Proceed with legal advice to issue a notice pursuant to section 26 of the Uncollected Goods Act to Paul Jones directing that he remove the goods and aircraft left by the deceased Walter Jones at the hangar at the Narembreen Airstrip within one month of the date of the notice or that we will seek an order in the Magistrates Court to sell or dispose of the goods and aircraft 2. Request that Repacholi Aviation be requested to remove all items from the aircraft hangar at the Narembreen Airstrip and or discuss entering into formal negotiations for lease of the hangar. 3. Not proceed with any further action on clean-up of Lot 2 Latham Road, Narembreen. 4. Lodge caveats on 5 Doreen Street Narembreen and Lot 2 Latham Road Narembreen for unpaid rates and request that staff commence the process of recovery in accordance with section 6.64 of the Local Government Act.	Seed Cleaners has been listed for sale.	Ongoing	CEO
6441/17	21-Jun-17		Narembreen Recreation Centre	Staff engage a qualified consultant to examine the use of the gas in the Narembreen Recreation Centre and provide a full report back to Council.	Report to be presented to Council at the August 2018 meeting.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6459/17	19-Jul-17	ADM467	Lease of Crown Land – Avon Location 21952, Reserve 18080 Narembeen Airfield	That Council instruct the CEO to investigate a new lease that deals with issues such as rent, area of space used and utility charges, as well as other matters that may arise.	Waiting on Survey Map.	Ongoing	CEO
6461/17	19-Jul-17	ADM616	Water Corporation Waterwise Council Program	That Council enters into a Memorandum of Understanding with the Water Corporation and the Department of Water to become a Waterwise Council.	Signed MOU received. Staff to formulate Shire of Narembeen Waterwise Action Plan.	Ongoing	CEO
6471/17	19-Jul-17	NA	Future Project - Combined Turf Field	Council create a working group and instruct staff to commence a feasibility study on a combined tennis, hockey synthetic surface. Cr. Thomas, Cr. Cole, Cr. Padfield and Cr. DeLuis plus members of the clubs be part of the Working Committee.	First meeting held. Quote received from Sports Surfaces and Tiger Turf. C Robinson has been contracted to undertake a Feasibility Study - currently in the writing and consultation stage.	Ongoing	CEO
6566/17	20-Dec-17	ADM557	Narembeen Lesser Hall Precinct Project – Stage 2	That Council:- 1. Approves the Interpretation Plan Fee Proposal provided by Stephen Carrick Architects and Zebra Creative as presented. 2. Approves the increase of the budget allowance of \$100,000 to \$119,140.	Final plans and costings received from Architect. Lotterywest grant submitted.	Ongoing	CEO
6603/18	21-Mar-18		Re-development of Churchill St Precinct (Apex Shed Area)	That Council approve the budget amendment of \$29,000 for the re-development of the Churchill Street Precinct (Apex Shed Area)	Screening installed, furniture to be ordered.	Ongoing	CEO/BS
6622/18	18-Apr-18		Shire of Narembeen Re-Branding	That Council agree to commence the process of re-branding through Market Creations and include \$5,000 in the 17/18 budget with a view to the remaining funds required to complete the re-branding process to be included in the 2018/19 budget.	Logo concepts presented to Council 20/7/18. Market Creations to refine concepts.	Ongoing	CEO/CEDO
6624/18	18-Apr-18	ADM172 ADM173 ADM175	Corporate Business Plan & Strategic Resource Plan	That Council:- 1. Receive the draft Shire of Narembeen Corporate Business Plan 2018-2021; 2. Receive the draft Shire of Narembeen Strategic Resource Plan 2018-2033.	Strategic Resource Plan adopted. Corporate Business Plan being finalised.	Ongoing	CEO/EMCS
6639/18	16-May-18	ADM634	Emu Hill Cemetery	That Council endorse the draft Concept Development Plan for the Emu Hill Cemetery, 26908 Emu Hill East Road for the purpose of community consultation, seeking public comment for a period of 28 days.	CEDO preparing a Cemetery guide prior to advertising for public consultation.	Ongoing	CEO/CEDO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6656/18	20-Jun-18	ADM500	Narembeen Townsite Project	That Council:- 1. Accept the update on the development of the Narembeen Townsite Project. 2. Acknowledge the continued support and assistance of Main Roads, Civic Legal, LGIS, WALGA and Arc Infrastructure with this important social and economic development for Narembeen and look forward to successfully completing the project during 2018/2019. 3. Consider a formal opening of this new road infrastructure when completed.	Works to commence August 2018	Ongoing	CEO
6657/18	20-Jun-18	ADM583	Wadderin Reserve 20022	1. Acknowledge receipt of the Western Environmental Preliminary Remediation and Validation Plan for Wadderin Dam (Reserve 20022) Cusack Drive, Wadderin. 2. Refer the plan to LGIS to confirm that the plan provides sufficient protection for the Shire of Narembeen when taking control of Reserve 20022  REASON FOR CHANGE Council requested staff seek further advice in relation to the Remediation & Valuation Plan, the possibility of the dam going dry and protection against future liability for the Shire of Narembeen.	Plan referred to LGIS.	Ongoing	CEO
6668/18	18-Jul-18			That the Council Chambers wooden dividing doors be advertised for the public for sale, failing this they are to be disposed of.	Advertised 24/7/18 in Fencepost and on Facebook.	Ongoing	CEO
6672/18	18-Jul-18	P1282	Planning Application for outbuilding - Lot 23 (No 32) Hilton Way, Narembeen	That Council:- 1. Determine that the proposed outbuilding on Lot 23 (No 32) Hilton Way, Narembeen meets Design Principle 5.4.3 P3 of the Residential Design Codes which allows "Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties". 2. Approve the planning application for an outbuilding on Lot 23 (No 32) Hilton Way, Narembeen subject to the following conditions and footnotes: (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer. (ii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer. (iii) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect. (a) Please note that the Shires Building Surveyor has advised that the site plan needs to be amended and should detail the distance between the residence and the shed, in accordance to the requirements of the BCA. Based upon current information this distance must not be less than 1.8 metres (reference BCA 3.7.1.5(d)). This planning approval allows for lodgement of revised plans to be approved separately by the Chief Executive Officer. (b) The subject lot is within a designated bushfire prone area as declared by the Commissioner of fire and Emergency Services. Bushfire mapping can be viewed on the website <a href="http://www.dfes.wa.gov.au">www.dfes.wa.gov.au</a> 3. Note the requirements of 'State Planning Policy 3.7 : Planning in Bushfire Prone Areas' and exempt the proposed development from a Bushfire Attack Level assessment consistent with the Western Australian Planning Bulletin 111/2016 which allows an exemption for ancillary outbuildings where there is no increase in bushfire risk.	Letter written to H Cowan	Complete	CEO



Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6673/18	18-Jul-18	ADM185	Proposed Subdivision - Lot 101 Hogstrome Road, Narembeen	That Council:- 1. Recommend that the Western Australian Planning Commission refuse the application (No 156898) to subdivide Lot 101 Hogstrome Road, Narembeen for the following reasons: (a) The proposal does not comply with the Shire of Narembeen Town Planning Scheme No 2 or the WAPC Development Control Policy 3.4 which both have a general presumption against subdivision in the Farming zone, except under specific circumstances. The application does not meet any of the specific circumstances outlined in the Scheme or WAPC Policy. (b) The subdivision would create two lots which both have potential to be developed with single houses. The applicants Bushfire Attack Level assessment concludes the land is within BAL –FZ (Flame Zone). The application does not comply with Clause 6.7.2 of 'State Planning Policy 3.7 : Planning in Bushfire Prone Areas'.	Letter written to WAPC	Complete	
6674/18	18-Jul-18	ADM131	Mt Walker Sports Club Tennis Court Resurfacing	That Council:- 1. Support the application from the Mt Walker Tennis Club for the resurfacing of the four existing tennis courts located at 3293 Mt Walker Road, Narembeen; 2. Approve an application in the name of the Shire of Narembeen to the Department of Local Government, Sport and Cultural Industries (DLGSCI) Community Sport Recreation Facilities Fund (CSRFF) Small Grants Program. The application is to be prepared by the Mt Walker Tennis Club with assistance from the Shire of Narembeen, if required. The grant application is to be submitted by 31st August 2018; 3. Agree to provide a financial contribution from the Infrastructure Reserve Fund of up to 1/3 of the project or up to an amount of \$30,000; and 4. Offer a self-supporting loan to the Mt Walker Tennis Club should there be any shortfall for this project.	Meeting held with Jen Collins, DSR 31/7/18 to discuss project.  Grant application progressing.	Ongoing	CEO

## 8.0 REPORTS

### 8.1 Manager Environment Health/Building

#### **AGENDA ITEM: 8.1.1 – The ‘Making’ of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018**

<b>Subject:</b>	Animals, Environment and Nuisance Amendment Local Law 2018
<b>Applicant:</b>	Shire of Narembeen
<b>File Ref:</b>	ADM044
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Will Pearce, Environmental Health Officer
<b>Date:</b>	24 <sup>th</sup> July 2018
<b>Attachments:</b>	Att 1 - Draft Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018

#### **SUMMARY**

Council is requested to amend and ‘make’ the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 that had been previously ‘made’ by Council on 16 May 2018.

#### **BACKGROUND**

At the Shire of Narembeen Ordinary Council Meeting held 16 May 2018 it was resolved (*RESOLUTION 6633/18*):

*‘That Council resolves to:-*

- 1. Endorse for inclusion into the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 the suggested changes submitted by the Department of Local Government, Sport and Cultural Industries’ and itemised in the ‘Comment’ section of this report;*
- 2. Make’ the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 as presented in ATTACHMENT 1;*
- 3. Authorise the affixing of the Shire of Narembeen Seal in the presence of the Shire President and the Chief Executive Officer who are also authorised by Council to sign the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018; and*
- 4. Authorise the Chief Executive Officer to carry out the process of Gazettal of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 and to complete the administrative functions required for presentation of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 to the Joint Standing Committee on Delegated Legislation of the Western Australian Parliament.’*

This amendment is the result of correspondence dated 9 August 2017 from the Chair of the Joint Standing Committee on Delegated Legislation advising that the *Shire of Narembeen Animals, Environment and Nuisance Local Law 2016* contained several errors requiring the Shire to make an 'Amendment' local law to rectify the identified issues.

The Local Law was signed and sealed and then forwarded to the Chief Health Officer (CHO) for his signature following the 16 May 2018 meeting. The Department of Health (DOH) wrote to the shire on 20 July 2018 requesting amendments to the Local Law. DOH had previously confirmed in writing on 9 April 2018 that the Local Law was satisfactory

## COMMENT

The DOH has concerns with Clause 5 of the Local Law relating to the proposed definition of 'EHO':

**"EHO means –**

*(a) an Environmental Health Officer appointed by the local government under the Public Health Act 2016 and includes any acting or Assistant Environmental Health Officer to perform all or any of the functions conferred on an Environmental Health Officer under this local law; and*

*(b) a person designated by the local government as an authorised officer under section 24 of the Public Health Act 2016;"*

This definition does not comply with a CHO guideline dated 17 January 2017 relating to the appointment of officers under the *Public Health Act 2016*. DOH requires clause (a) to be deleted so that the definition reads:

**'EHO** means a person designated by the local government as an authorised officer under section 24 of the *Public Health Act 2016*;'

The Local Law has been amended to address the DOH concerns and is shown in **ATTACHMENT 1**. It is considered that this change is only minor in nature and will not require advertising.

Council is requested to consider 'making' the Local Law and to authorise the signatures of the Shire President and Chief Executive Officer in the presence of affixing the Shire of Narembeen Seal onto the Local Law.

Following this step, one original and two copies will be sent to the Chief Health Officer for consent. Upon consent, arrangement will be made for the Local Law to be gazetted by the State Law Publisher.

The Local Law will then be presented to the Minister for Local Government and Chief Health Officer for their records. Local public notice, that will include title and summary of purpose and effect of the Local Law, will also be arranged.

The Joint Standing Committee on Delegated Legislation of the WA Parliament will be provided with an 'Explanatory Memorandum' and copies of the Local Law within 10 days of gazettal.

## **STATUTORY ENVIRONMENT**

*Health (Miscellaneous Provisions) Act 1911;  
Local Government Act 1995; and  
Shire of Narembeen Animals, Environment and Nuisance Local Law 2016.*

## **FINANCIAL IMPLICATIONS**

Placing the new law in the *Government Gazette* will cost approximately \$600.

## **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

## **STRATEGIC PLAN REFERENCE**

Shire of Narembeen – Strategic Community Plan 2017 – 2027:

*‘Clause 9: Provide good strategic decision making, governance, leadership and professional management. Sub clause 9.3: Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance.’*

## **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

That Council resolves to:

1. Revoke Resolution 6633/18 of the Ordinary Meeting of Council held on 16 May 2018;
2. Endorse for inclusion into the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 the suggested changes submitted by the Department of Health and itemised in the ‘*Comment*’ section of this report;
3. ‘Make’ the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 as presented in ATTACHMENT 1;
4. Authorise the affixing of the Shire of Narembeen Seal in the presence of the Shire President and the Chief Executive Officer who are also authorised by Council to sign the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018; and
5. Authorise the Chief Executive Officer to carry out the process of Gazettal of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 and to complete the administrative functions required for presentation of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 to the Joint Standing Committee on Delegated Legislation of the Western Australian Parliament.

## **COUNCIL RESOLUTION**

**MIN 6681/18**

**MOTION** - Moved Cr. B Thomas

2nd Cr. A Hardham

*That Council resolves to:-*

- 1. Revoke Resolution 6633/18 of the Ordinary Meeting of Council held on 16 May 2018;*
- 2. Endorse for inclusion into the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 the suggested changes submitted by the Department of Health and itemised in the 'Comment' section of this report;*
- 3. 'Make' the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 as presented in ATTACHMENT 1;*
- 4. Authorise the affixing of the Shire of Narembeen Seal in the presence of the Shire President and the Chief Executive Officer who are also authorised by Council to sign the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018; and*
- 5. Authorise the Chief Executive Officer to carry out the process of Gazettal of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 and to complete the administrative functions required for presentation of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 to the Joint Standing Committee on Delegated Legislation of the Western Australian Parliament.*

**CARRIED 7/0  
ABSOLUTE MAJORITY**

# **SHIRE OF NAREMBEEN**

## **ANIMALS, ENVIRONMENT AND NUISANCE AMENDMENT LOCAL LAW 2018**

**HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911  
LOCAL GOVERNMENT ACT 1995**

**SHIRE OF NAREMBEEN**

**ANIMALS, ENVIRONMENT AND NUISANCE AMENDMENT  
LOCAL LAW 2018**

Under the powers conferred by section 342 of the *Health (Miscellaneous Provisions) Act 1911* and Subdivisions 1 and 2 of Division 2 of Part 3 of the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Narembreen resolved on 15th day of August in the year 2018 to make the following local law.

**1 Citation**

This local law may be cited as the *Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018*.

**2. Commencement**

This local law comes into operation on the date of its publication in the *Government Gazette*.

**3. Principal local law**

This local law amends the *Shire of Narembreen Animals, Environment and Nuisance Local Law 2016* as published in the *Government Gazette* on 25 January 2017.

**4. Title amended**

The title is amended as follows:

- (a) in the title of the local law, after “**HEALTH**” insert “**(MISCELLANEOUS PROVISIONS)**”; and
- (b) in the enacting clause, after “Health” insert “*(Miscellaneous Provisions)*”.

**5. Clause 1.4 amended**

Clause 1.4(1) is amended as follows:

- (a) insert the following definition in alphabetical order:

**Association** has the meaning given to it in the *Associations Incorporation Act 2015*;

**qualified person** is a person who holds either the Item 1 License or an Item 4 License as prescribed in “Table 131 – Licensees and entitlements” of the *Ozone Protection and Synthetic Greenhouse Gas Management Regulations 1995* (Cth);

- (b) in the definition for **affiliated person** delete “club” and insert “association”;
- (c) in the definition for **authorised person** after “this local law” insert “, and an EHO”;
- (d) delete the definition for **EHO** and replace with the following:

“**EHO** means a person designated by the local government as an authorised officer under section 24 of the *Public Health Act 2016*”; and

- (e) in the definition for “**premises**” after “*Health*” insert “(*Miscellaneous Provisions*)”.

**6. Clause 2.12 amended**

- (1) In clause 2.12(3)(b)(ii):
  - (a) delete “but” after “thoroughfare” and replace with “where”; and
  - (b) after “the” and before “vegetation”, insert “provision of”.
- (2) In clause 2.12(5), delete “(3)” after “in clause” and replace with “(4)”.

**7. Clause 2.15 amended**

Clause 2.15(1)(b) is amended as follows:

- (a) delete clause reference “(iii)” and replace with “(c)”;
- (b) delete clause reference “(iv)” and replace with “(d)”;
- (c) align paragraph “(c)” and “(d)” with paragraphs “(a)” and “(b)”.

**8. Clause 2.26 amended**

In clause 2.26(2) after “*Health*” insert “(*Miscellaneous Provisions*)”.

**9. Clause 2.28 amended**

In clause 2.28(1) after “*Health*” insert “(*Miscellaneous Provisions*)”.

**10. Clause 3.5 amended**

In clause 3.5(a) delete “Department of Environment Regulation” and replace with “Department of Water and Environmental Regulation”.

**11. Clause 3.9 amended**

Delete clause 3.9 and replace with-

**3.9 Disposing of disused refrigerators or similar containers**

A person shall not place, leave or dispose of a disused refrigerator, ice chest, ice box, trunk, chest or other similar article having a compartment which has a capacity of 0.04 cubic metres or more on any land without first arranging for the removal of any refrigerants by a qualified person, and —

- (a) removing every door and lid and every lock, catch and hinge attached to a door or lid; or
- (b) rendering every door and lid incapable of being fastened.

**12. Clause 4.12 amended**

Clause 4.12 is amended as follows:

- (a) delete 4.12(1); and
- (b) in clause 4.12(2) delete clause reference “(2)” and realign that clause text under the clause 4.12 title.



**13. Schedule 1 - Prescribed offences**

Schedule 1 is amended as follows:

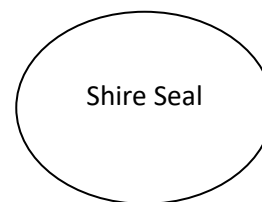
- (a) in Item No 42, after “removing the” delete “refrigerant” and after “being fastened” insert “or without removing refrigerant”;
- (b) delete Item No 52;
- (c) in Item No 53, delete “(2)” after clause “4.12” in the clause column;
- (d) delete Item reference No “53” and replace with Item No “52”;
- (e) delete Item reference No “54” and replace with Item No “53”;
- (f) delete Item reference No “55” and replace with Item No “54”; and
- (g) delete Item reference No “56” and replace with Item No “55”.

This local law was made by the Shire of Narembeen at an Ordinary Meeting of Council held on 15th day of August in the year 2018.

The Common Seal of the Shire of Narembeen was affixed by authority of a resolution of the Council in the presence of -

\_\_\_\_\_  
CR. RHONDA COLE Shire President.

\_\_\_\_\_  
Mr CHRISTOPHER JACKSON Chief Executive Officer.



Consented to

\_\_\_\_\_  
Chief Health Officer.

dated this \_\_\_\_ day of \_\_\_\_\_ 2018.

## 8.2 Works Manager's Report

### AGENDA ITEM: 8.2.1 - Work's Manager's Report - August 2018

<b>Subject:</b>	Works Manager's Report – August 2018
<b>Applicant:</b>	Arthur Cousins
<b>File Ref:</b>	NA
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Arthur Cousins
<b>Date:</b>	8 <sup>th</sup> August 2018
<b>Attachments:</b>	Nil

#### SUMMARY

Council is to consider this report from the Works Manager for August 2018.

#### BACKGROUND

Each month the Works Manager will present to Council the activities and issues at hand and provide progress on matters undertaken for Council's information.

#### COMMENT

The following is an overview of the Works Manager's activities for the past month:-

##### **Latham Road/CBH Entry**

Asphalt entry completed by roads 2000.

##### **Winter Regrading**

Winter grading is at the 75% completed stage.

##### **Gravel Carting**

Metcalf Road - 25 loads

Williamson Road - 15 loads

Hogstrome Road - 1 load

##### **Grain Freight**

Arc to commence the railway crossing on 15<sup>th</sup> August 2018.

##### **Private Works**

Delivery of materials including blue metal and sand.

##### **Miscellaneous**

During the month, the Works Manager was on leave for 3 weeks.

#### CONSULTATION

Nil

#### STATUTORY IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

## **POLICY IMPLICATIONS**

Work policies to be reviewed in line with current work practices as and when required.

## **STRATEGIC PLAN REFERENCE**

Goal 1: Focus upon our local economic drivers to retain and grow existing businesses, employment and to attract new industry.

1.1 Performance and structure of roads are included in our annual road management plan, communicated to Council and the community.

1.2 We have a long term local gravel sourcing strategy.

1.3 We investigate group purchasing power on our plant equipment and road materials to benefit from financial discounts.

Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.

2.1 Our organisational model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

## **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

That the Works Manager's Report for August 2018 be received and all actions endorsed.

## **COUNCIL RESOLUTION**

**MIN 6682/18**                      **MOTION** - Moved Cr. A Wright                      2nd Cr. A Hardham

*That the Works Manager's Report for August 2018 be received and all actions endorsed.*

**CARRIED 7/0**

Mr C Jackson tabled a letter from Mr Luke Smoker as follows [re: Hunter Road dated 29/7/18].

*I am writing this letter on behalf of residents of the Narembeen shire that drive Narembeen roads particularly a 600m stretch of Hunter Road 200m west of the Hunter-Wilson crossroad.*

*This particular stretch of road is populated with large salmon gum trees that line the edge of the road in such a way that the road is drastically narrowed down, which in turn makes the road hard to maintain and as such results in potholes and large holes that fill with water. This makes no room for error in navigating around these obstacles. This can catch even the most experienced drivers unaware*

*Just recently a crash occurred there, where a mother and her child ended up in separate hospitals, after coming upon this shocking stretch of road just on dark. Thankfully no one died.*

*This road is also a designated school bus route, where daily, young students travel through this small stretch of road on a school bus. As a father of 3 young kids, two who use the bus service, I would hate to think what would happen if the bus hit one of these trees.*

*I would like to think a human life is worth more than a tree's life. Can we please find a way to fix this blackspot to reduce the chance of another incident?*

*I would appreciate if a representative of the Shire contact the local residents around this stretch of road, who would all be in support of an improvement in the road design, and let them know what steps can and will be taken to make it safer.*

*Sincerely*

*Luke Smoker*

It was actioned that Mr C Jackson, Mr A Cousins, Cr B Thomas and/or Cr A Wright to meet on-site to discuss the options/issues.

3.12pm - Cr B Thomas exited the meeting.

3.13pm - Cr B Thomas returned to the meeting.

3.13pm - Mr T Davis entered the meeting.

3.13pm - Mr K Stone entered the meeting.

Mr T Davis - WA Regional Plumbing presented a report to Council on options to improve the current hot water systems at the Narembreen Recreation Centre (note reference in CEO's Report).

Cr R Cole, suggested Council take on notice Mr T Davis's advice, Council to deliberate further later in the meeting.

3.35pm - Mr T Davis exited the meeting and did not return.

### 8.3 Building Supervisor

#### AGENDA ITEM: 8.3.1 - Building Supervisor's Report – August 2018

<b>Subject:</b>	Building Supervisor's Report – August 2018
<b>Applicant:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Council):</b>	Nil
<b>Author:</b>	Klint Stone, Building Supervisor
<b>Date:</b>	9 <sup>th</sup> August 2018
<b>Attachments:</b>	Nil

#### SUMMARY

Council is to consider this report from the Building Supervisor for August 2018.

#### BACKGROUND

Each month the Building Supervisor will present to Council the activities and issues at hand and provide progress on matters undertaken for Council's information.

#### COMMENT

The following is an overview of the Building Supervisor's activities for the past month:-

##### **Narembeen Community Precinct Project**

Concrete works have been completed to a high standard and the remaining building permits have been received, we can now move forward with demolition and construction.

##### **Shire Commercial and Residential**

Town lighting maintenance and minor painting works are underway.

##### **Shire Depot**

The Shire depot hardstand concrete has been completed and an oil bund has been installed to retain oil spillages.

#### CONSULTATION

Executive Manager Corporate Services  
Community & Economic Development Officer

#### STATUTORY IMPLICATIONS

Compliance with the Residential Tenancies Act and Commercial Tenancies Act.

#### FINANCIAL IMPLICATIONS

As per the 18/19 Budget.

#### POLICY IMPLICATIONS

Nil

## **STRATEGIC PLAN REFERENCE**

Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.

- 2.1 Our organisational model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

## **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

That the Building Supervisor's Report for August 2018 be received and all actions endorsed.

## **COUNCIL RESOLUTION**

**MIN 6683/18**      **MOTION** - Moved Cr. P Lines                      2nd Cr. W Cowan

*That the Building Supervisor's Report for August 2018 be received and all actions endorsed.*

**CARRIED 7/0**

3.48pm - Mr K Stone exited the meeting and did not return.

## 8.4 Chief Executive Officer

### AGENDA ITEM: 8.4.1 - Chief Executive Officer's Report

<b>Subject:</b>	Chief Executive Officer's Report
<b>Applicant:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Chris Jackson
<b>Date:</b>	9th August 2018
<b>Attachments:</b>	Letter to DFES; 2018 WA Transport & Roads Forum Invitation; Rec Centre HWS; Shire of York Letter

#### SUMMARY

To provide Council with updates on various projects and other matters.

#### BACKGROUND

Monthly reports by the CEO are presented in the agenda template format to allow a clear set of information to be presented to Council and to assist in the decision making process.

#### COMMENT

##### Disaster Recovery Funding Arrangement

The Commonwealth has released the new Disaster Recovery Funding Arrangement, referred to as the DRFA. These new arrangements will commence on 1<sup>st</sup> November 2018.

Key points to note about the DRFA:-

- Guidelines and processes are being reviewed and updated in light of the new DRFA and will be referred to as the DRFA-WA.
- WANDRRA officers, previously part of the Office of Emergency Management, are now part of the Department of Fire and Emergency Services. They will continue to administer WANDRRA and the DRFA-WA.
- For all events that occur prior to 1 November 2018, the current WANDRRA guidelines and processes will apply.
- For all events that occur following 1 November 2018; the new DRFA-WA guidelines and processes will apply.
- For all event that occur following 1 November 2018, the new DRFA-WA guidelines and processes will apply.
- Until 30 June 2021, two systems may be running in parallel, depending on when events occur and the type of damage.

What to expect?

- A new set of guidelines, draft templates and checklists are being developed to help users work through the documents to support the DRFA-WA.
- A frequently asked questions document is being prepared.
- The DRWA-WA Team is developing recommendations to address current challenges associated with local government cash flow concerns and delays to the processing of WANDRRA claims. Further detail will be provided once these recommendations have been endorsed by key stakeholders.
- The DRFA-WA Team will continue to try and meet with all agencies and local governments impacted by the new DRFA-WA.

### **The Purple Bench Project**

Council have been approached by the Narembeen Police to be involved in "The Purple Bench Project" which includes the installation of a purple bench in a public space to honour victims killed as a result of Domestic and Family Violence. The initiative is supported by other local governments and members of parliament.

Family and domestic violence involves people of all ages and backgrounds, and has a flow on effect to the wider family, to children and the local community. The bench would be placed in a place where it has presence so that the issue of family and domestic violence remains visible.

The costs associated with this project would include:-

1. Provision of a suitable bench (a second-hand bench has been identified)
2. Purple paint
3. Plaque - wording to say: *"In honour of all victims of domestic homicide in WA. If you need advice and support please phone: Womens DV helpline: 9223 1188 or 1800 007 339"* (Wheatbelt Police to pay for the plaque)

An ideal location for the bench is yet to be decided; however it was suggested to place the bench outside the Post Office, a place where there is a lot of traffic both pedestrian and vehicle and it is visible from Latham Rd/Currall St.

The Police would like to involve youth representatives from the Wheatbelt Youth Council to repair the bench (if needed) and paint with purple paint with the guidance of Mr Russell Arnold.

The Purple Bench project began in Canada in 2015 when a bench was installed at a Nova Scotia park to mark the 25th anniversary of the murder of Barb Baillie by her husband.

Discussion to be held and if Council agree the Shire of Narembeen are to Register their interest in this project.

### **Letter to Department of Fire & Emergency Services (Attachment 1)**

A letter was recently sent to Mr Darren Klemm APM, Commissioner, Department of Fire & Emergency Services regarding the Narembeen Bushfire Brigade's conversation to Volunteer Fire & Emergency Service as well as the removal of a bushfire appliance, see letter attached.

An update will be provided to Council on the status of the establishment of a VFES and new/second hand fire and rescue units/truck at the meeting by Murray Dixon CBFCO and Andy Hardham Brigade Captain.

### **2018 WA Transport and Roads Forum (Attachment 2)**

Cr Rhonda Cole, CEO Chris Jackson and Works Manager Arthur Cousins will be attending the 2018 WA Transport and Roads Forum to be held on Tuesday 16<sup>th</sup> October at the Crown Perth. Other Councillors may wish to attend also, please advise Sheree Thomas.

### **Narembeen Recreation Centre Change Rooms Hot Water System (Attachment 3)**

See attached information from WA Regional Plumbing (Trent Davis) providing an option to improve the current hot water ring main systems at the Recreation Centre change rooms. The 2018/2019 budget has \$40,000 set aside for upgrade of the current continuous flow gas hot water system used in the change rooms. The information provided is for discussion purposes only at this stage.



#### **York – Chidlow Road and York Bypass (Attachment 4)**

The Shire Presidents of the Shire's of York, Beverley, Bruce Rock, Quairading and Narembeen have provided support for a letter to the Hon Michelle Roberts MLA – Minister for Police; Road Safety regarding the improvements of these roads and have requested the opportunity meet to discuss the matter. Further information in the attached letter.

#### **Shire of Narembeen/Go Narembeen Telecommunications Project**

Leigh Ballard (Crisp Wireless) presented to Council and Go Narembeen on 3<sup>rd</sup> July 2018 to discuss possible options to improve internet connectivity and data throughout the Shire of Narembeen through an installation of a network of towers.

It is suggested that Council engage Optimi Digital to undertake a Shire wide Digital Census in support of identifying opportunities, actions and requirements, for the improvement of digital infrastructure, literacy and capabilities.

The Digital Census will be done in partnership with the Shire of Narembeen using Optimi Digital's Readiness Assessment Tools and platform and will provide a profile for the Shire as well as a feasibility report for options to secure improvements around the Shire.

Optimi Digital recently undertook this process of the Shire of Gnowangerup, to view the results see the link below:-

<http://www.gnowangerup.wa.gov.au/latest-news/public-notice/gnowangerup-shire-digital-census-profile/>

#### **CEO/Council Meeting/Appointment Dates**

<b>Date</b>	<b>Meeting/Appointment</b>
17 <sup>th</sup> August 2018	Regional Risk Committee Meeting
17 <sup>th</sup> August 2018	Market Creations
14 <sup>th</sup> September 2018	Official Opening – Narembeen Volunteer Emergency Services (TBC)

#### **CONSULTATION**

N/A

#### **STATUTORY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

As per budget requirements or as reported above.

#### **POLICY IMPLICATIONS**

N/A

## **STRATEGIC PLAN REFERENCE**

Narembeen Strategic Community Plan 2017 – 2027

*Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.*

2.1 Our organisation model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

## **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

That the CEO's August 2018 report be received and actions endorsed.

## **COUNCIL RESOLUTION**

**MIN 6684/18**      **MOTION** - Moved Cr. B Thomas      2nd Cr. A Wright

*That the CEO's August 2018 report be received and all actions endorsed.*

**CARRIED 7/0**



## SHIRE OF NAREMBEEN

ABN 48 322 867 806  
 1 LONGHURST STREET, NAREMBEEN, W.A.6369  
 TELEPHONE (08) 9064 7308  
 FACSIMILE (08) 9064 7037  
[www.narembeen.wa.gov.au](http://www.narembeen.wa.gov.au)  
<https://www.facebook.com/ShireofNarembeen/>

OUR REF: ADM136

Mr Darren Klemm APM  
 Commissioner  
 Department of Fire & Emergency Services  
 PO Box P1174  
 PERTH WA 6844

By Email: [commissioner.office@dfes.wa.gov.au](mailto:commissioner.office@dfes.wa.gov.au)

Dear Commissioner,

### **NAREMBEEN TOWNSITE BFB CONVERSION TO A VFES & REMOVAL OF A BUSHFIRE APPLIANCE**

I write to you to express my concerns regarding changes to the proposed business case put forward for the development of a Volunteer Fire and Emergency Service (VFES) by the DFES Midlands Goldfield Region and additional fire appliance; in recognition of population growth in the Shire and increasing the capacity of volunteers to be appropriately equipped to deal with growing hazards in the region EG Road Crash Rescue, Hazmat and Structural Fire.

The business case proposed the formation of a new VFES and securing a HSR Fire appliance, with no changes to the current status of existing bushfire appliances in the Shire. This has been fully supported by council and the volunteer fire fighters.

The Shire and volunteer fire fighters concerns relate to DFES wanting to remove a Bushfire HD appliance and replace it with a HSR. Whilst we acknowledge the HSR is the appropriate vehicle to support the hazards of road crash rescue, structural fire and hazmat, the loss of a bushfire appliance would leave the Shire exposed to bushfires, given bushfire is the number one risk.

In addition, the business case was established to recognise the new risks, but there was never any intention of changing the current status of the number of bushfire appliances within the Shire. The BFB has accepted the challenge of addressing new hazards and the formation of a VFES, but not the removal of a bushfire appliance under any circumstances.

The Shire currently has two Bushfire brigades which have two HDs and 1 x light tanker to cover the whole Shire. To remove a Bushfire HD leaves the Shire exposed to the potential of a major bushfire impacting on our community given the lack of water in surrounding areas.

The Narembeen Captain would be happy to have a refurbished HSR for an interim period of time to support the above extra hazards. However, the BFB will not accept a Light Tanker with a trailer due to safety concerns. The Shire and all other parties are in total support of the need to keep all the current bushfire appliances. Hence, the loss of a bushfire appliance is not negotiable.

Furthermore, during the next 18 months a new mine will open in close proximity to the townsite that will enhance the town's population by a further 120 people. Narembeen is one of the few towns in rural areas of WA that is expanding and needs to be supported in its endeavours to manage all the hazards that may impact on the community with the appropriate equipment and training to support the volunteers.

The Shire of Narembeen and the Captain of the town brigade would recommend a review is required of the current decision to remove a Bushfire HD from the Shire. This would be greatly appreciated by the Council and the Emergency Service volunteers.

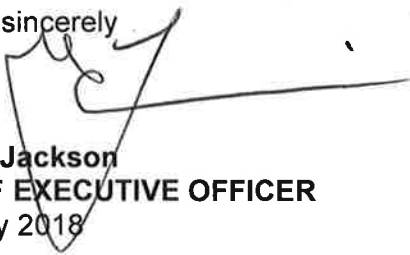
As you would be aware, the Shire of Narembeen and the Captain of the Narembeen Bushfire Brigade have had numerous discussions with DFES staff to become a Volunteer Fire and Emergency Service (VFES). The Shire has recently completed a new collocated emergency services building providing the community with a state of the art facility which will service our community and volunteers for many years into the future.

At this stage the Shire of Narembeen has tentatively put forward an opening date for the new complex as a VFES on Friday 14 September 2018. It would be of great value if you could attend the opening function.

The Shire of Narembeen and the Narembeen Bushfire Brigade has always worked closely with the Midlands Goldfield's Region and its staff on all matters relating to emergency services and we hope this continues in the future as the community continues to expand.

Should you wish to discuss this matter further, please do not hesitate to contact me. I look forward to your response.

Yours sincerely



**Chris Jackson**  
**CHIEF EXECUTIVE OFFICER**  
 24 July 2018

# 2018 WA TRANSPORT AND ROADS FORUM

THE PREMIER TRANSPORT AND ROADS EVENT FOR LOCAL GOVERNMENT

WALGA and Main Roads WA invite you to the 2018 WA Transport and Roads Forum, which will provide Local Governments the opportunity to influence the future direction of policy, explore challenges and share strategies, hear the latest updates and engage with the State Government.

## Keynote speakers include:

- Honourable Rita Saffioti MLA - Minister for Transport; Planning; Lands
- Anthony Vuleta - CEO Town of Victoria Park
- Richard Sellers - Director General Transport & Commissioner Main Roads WA
- Dr Theuns F P Henning - The University of Auckland
- Iain Cameron - Road Safety Commission

## Topics will include:

- Road safety management systems
- Traffic management
- Innovations for sealed and unsealed roads
- Cycling and other transport modes
- Selection of intersection control
- Heavy vehicle access
- New Determination for Natural Disaster Funding.

The 2018 program includes the **Local Government Road Safety Awards** to acknowledge outstanding road safety achievements of Local Government.

A **Trade Exhibition** will provide an opportunity to network with representatives from the WALGA road and transport related panels.

**Date:** Tuesday, 16 October

**Time:** 8:45am - 4:15pm

**Venue:** Crown Perth

**Registration Fee:** \$50 - registration is essential

RSVP at [www.walga.asn.au](http://www.walga.asn.au) before Tuesday, 9 October

*A full program will be available closer to the event. For more information, email Policy Officer Transport and Roads, Marissa MacDonald at [mmacdonald@walga.asn.au](mailto:mmacdonald@walga.asn.au) or call 9213 2050.*

Information included in this flyer is correct at the time of printing and may be subject to change without notice.

Shire of Narembeen - Minutes - Ordinary Meeting of Council - 15th August 2018



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## REGIONAL PLUMBING

WA REGIONAL PLUMBING  
2/10 Doreen St  
PO Box 96  
Narembeen, WA 6369

Quote Number: 0178  
07/07/2018

Shire of Narembeen

**RE: NAREMBEEN SPORTING CLUB CHANGE ROOMS HOT WATER SERVICE:  
ENERGY SAVINGS AND RHEEM SOLAR HOT WATER PRE HEAT SYSTEM  
PROPOSAL, CURRALL ROAD, NAREMBEEN.**

### Existing System Overview:

- There are two hot water ring main systems. The first services the club toilets and kitchen, the second services two change rooms and two toilet blocks. (Please note that the bars have separate under bench storage units)
- The hot water in the club toilets would get little use, the kitchen gets used frequently.
- The change rooms are used during both winter and summer sports seasons with short periods of high demand.
- The change room system has 3x hot water units, the kitchen/toilets have 2x hot water units.
- The LPG hot water systems are Bosch 32c series BC3200RA W/- optional 37deg-80deg with controller C/W Bosch WBCC3 condensing manifold pack and ring main kit, Wilo star z20/7-3 pump, flued through roof.

### Energy savings without additional pre heat option:

Flow and return circuit pumps timer:

At present the pumps running the flow and return circuit are not managed by a timer. If this continues energy is continually being consumed during periods of non-use as the system maintains temperature.

To increase energy savings at a minimum level I would suggest the installation of timers so that hot water is only circulating when necessary.

WA REGIONAL PLUMBING  
0427 170 790  
waregionalplumbing@gmail.com  
PL9159 GF017492





## REGIONAL PLUMBING

### **Energy savings with additional pre heat options:**

Flow and return circuit design:

Another option to service the Club toilets is directly from the exiting hot water plant via a dead leg direct to the bathrooms (the hot water system is located near the duct for the bathrooms). The kitchen also runs off this hot water plant however it would be better suited to run off its own point of use hot water unit.

Pre Heat option:

For the Changerooms please consider the previous points in conjunction with the following pre heat option.

This option is flat plate solar. It is critical to keep in mind that either of these options will require the hot water load to be kept in storage to then be consumed during the peak period. Because solar alone is slow to recover, the boost for the solar option is always sized to be able to provide 100% of the peak period load to account for cold, cloudy days.

This proposal includes supply and installation of:

- 10x NPT 20007 Solar collectors
- 4x storage tanks (410L of usable stored water per tank) model 610430
- Roof frames
- Primary circulating pump
- Solar controller and associated parts to complete the installation
- Includes auxiliary heater to protect against frost
- All other necessary valves, pipework and antifreeze
- Installation, testing, commissioning and compliances

This plant is sized on delivering 100% of peak load in hottest months. Annual solar contribution would be equivalent to approx. 80%.

Boost for this system would use existing Instantaneous LPG water heater system.

*This peak load has been calculated from the following hot water load assumptions:*

- 25 people per team
- 2 teams per game
- 30lt per person
- Flat roof
- Hot water load = 1500lt

WA REGIONAL PLUMBING

0427 170 790

waregionalplumbing@gmail.com

PL9159 GF017492



## REGIONAL PLUMBING

\*Although there is more than one game played on the day for the purposes of this exercise only one game has been used.

### Proposed fee:

The following proposed fee is for the installation for the Pre Heat system to the changerooms only and does not include any alterations to the club toilets and kitchen hot water services. Any additional controllers etc necessary to convert the existing LPG Instantaneous heaters into solar booster is not included.

Rheem Solar Pre Heat System-	\$29,880.00 EXC GST
Additional pipework, fittings and materials-	\$2,858.00 EXC GST
Installation and Labour-	\$7,200.00 EXC GST
Sub Total:	\$39,938.00 EXC GST
GST:	\$3,993.80
Total:	\$43,931.80 INC GST

All work is carried out in accordance with AS3500 Plumbing & Drainage Standards.

Yours sincerely,

Trent Davis  
Manager

WA REGIONAL PLUMBING  
0427 170 790  
waregionalplumbing@gmail.com  
PL9159 GF017492





## REGIONAL PLUMBING

1861 Dixon Road  
Wadderin Western Australia 6369  
0427170790  
waregionalplumbing@gmail.com

**Quote**  
**ABN: 76 859 187 546**

Quote# 372INV-  
10th July 2018

Shire Of Narembeen  
Narembeen, WA 6369

### JOB DESCRIPTION:

Shower Outlets have been replaced with an unsuitable adjustable shower head. This has caused excessive flow to get desired shower which has reduced temperatures when up to 4-8 showers are running.  
Replace 8 X existing shower rose with quality Caroma Flow shower outlets designed for commercial applications.

DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
Labour Licensed tradesman	2	\$100.00	\$200.00
Caroma Flow Fixed Wall Shower Chrome	8	\$186.83	\$1,494.64
SUBTOTAL:			\$1,694.64
GST:			\$169.46
TOTAL:			\$1,864.10

### TERMS AND CONDITIONS:

Quote is valid for 30 days from issue date.

I have read and agree to the terms and conditions.

.....  
Customer Signature

### How to Pay

Quote#372INV-

We accept payment by: Bank Deposit, Card or Cash

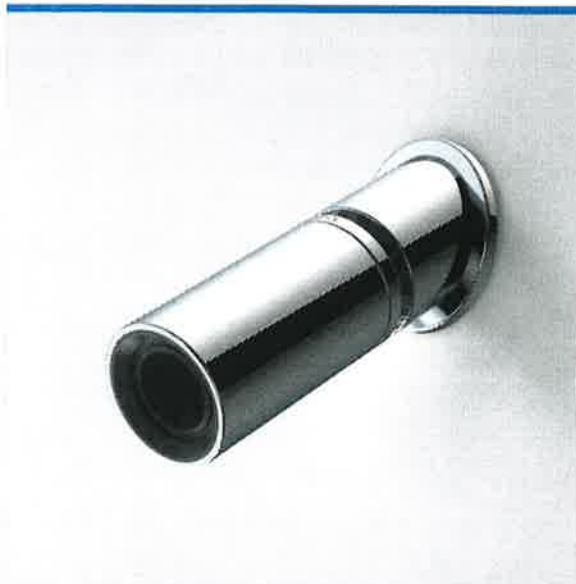
**Bank Details** Name  
bank\_bsb  
Account Number

**Check** 1861 Dixon Road,  
Wadderin Western Australia  
6369

Thank you for your business, have a great day!

The below products have been shared with you through the Caroma Specify website.

Visit [specify.caroma.com.au](http://specify.caroma.com.au) to find more inspirational and innovative bathroom products.



## Caroma

### FLOW FIXED WALL SHOWER

New Caroma Flow shower offers the ultimate shower experience. Delivering a comfortable flow rate of just 6.5 litres per minute. Flow is engineered to produce the same or better performance as a conventional shower (9 litres per minute) whilst saving both water usage and hot water energy running costs.

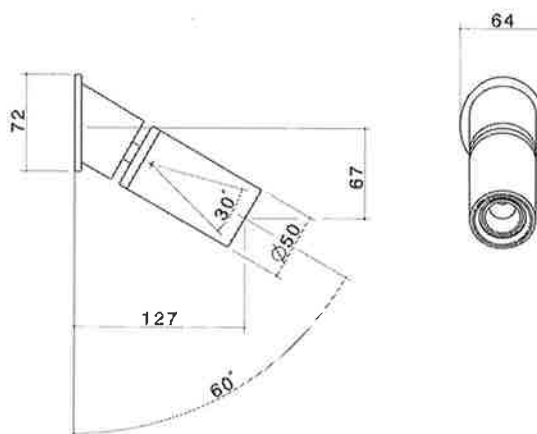
- Easy to use sliding spray adjustable system
- Easy to install
- Available as fixed or adjustable arm

### PRODUCT CODES

90220C4A

Flow Fixed Wall Shower

\$178.50\*



COPYRIGHT 2014 CAROMA INDUSTRIES LIMITED



Flow



CLARK

\*All prices are recommended retail inclusive of GST in AUD. To be used as a guide only, prices may vary between model variations, and are subject to change without notice. A number of brands and products on this page are the subject of registered trade marks, register designs and/or registered patents. View full disclaimer on [specify.caroma.com.au](http://specify.caroma.com.au)



52 Commercial Solar NPT200 collectors provide hot water to Urbanest Student Accommodation Cleveland Street, Redfern NSW

## COMMERCIAL SOLAR SOLUTIONS

### THE RANGE

Rheem has been at the forefront of solar water heating design and manufacture for decades. This experience provides peace of mind when selecting large scale solar thermal systems.

Rheem has the largest range available to suit all design requirements and most correctly designed Rheem Commercial Solar systems are eligible to generate Small-scale Technology Certificates (STCs).



Rheem 610430 410L Storage tanks

#### Loline Direct Solar

- Modular design provides flexibility
- NPT200 collector provides good performance in all locations
- 325 up to 5,000 litre storage modules
- Provides partial protection against freeze

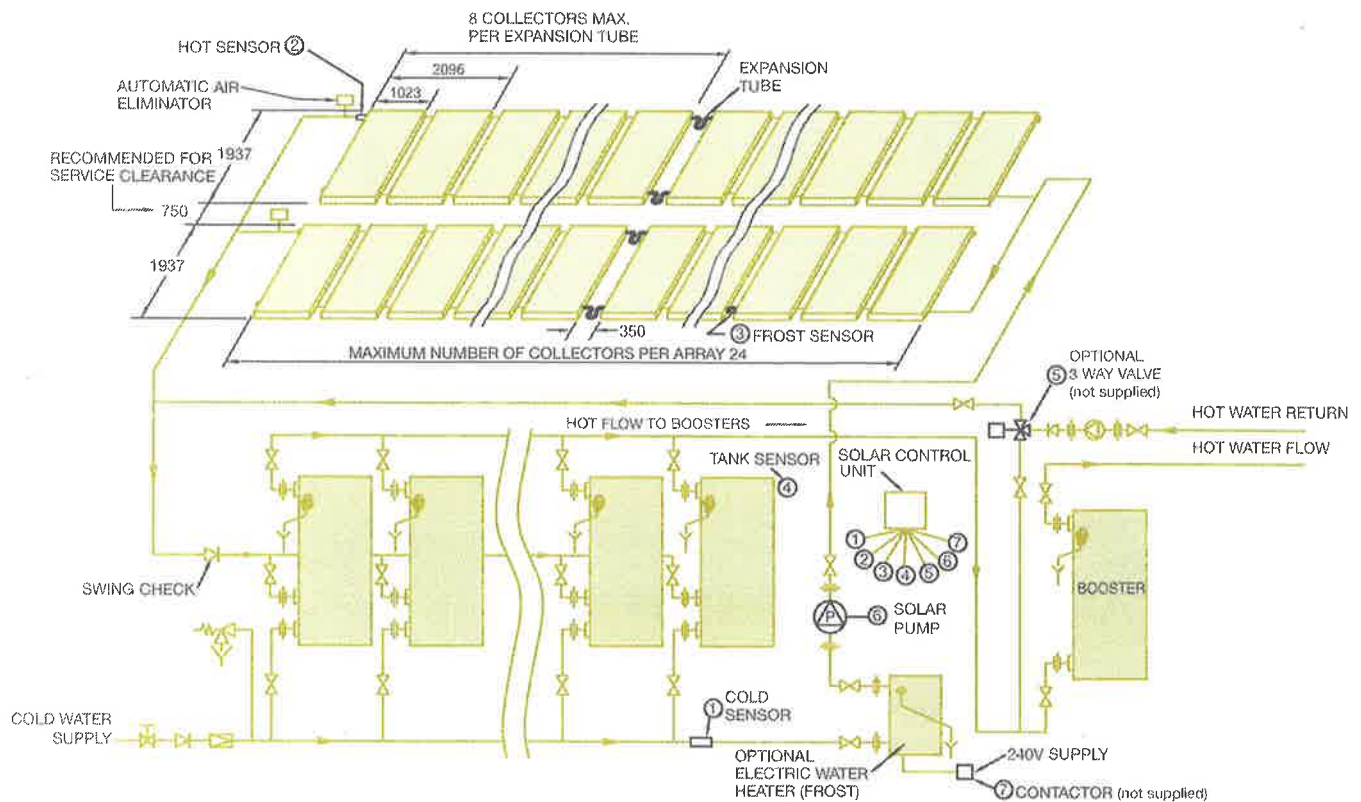
#### Premier Hillins®

- Close coupled collectors and stainless steel 300 litre tank
- S200 collector provides good performance in all locations
- Fully frost protected
- Better suited to poor water quality areas

#### HS Series

- Split solar system employing drain back technology
- BT collector provides high efficiency
- 1,000 to 5,000 litre capacity
- In-tank or in-series boost
- Fully frost protected





## LOLINE

### Flexibility

Rheem Loline® provides flexibility in design. Storage tanks can be mounted at the same level or below the collectors to suit site requirements and tank/collector ratios can be closely matched to maximise system efficiency. Use Equa-Flow® manifolding to connect as many tanks as required in a variety of configurations.

### Storage Modules

Select from 325 litre and 410 litre vitreous enamel storage tanks or 1000 to 5000 litre stainless steel storage tanks where less footprint is required. Rheem commercial storage tanks are designed for heavy duty applications and are supplied with high temperature enamel and 50mm fittings as standard.

### Freeze Protection

Freeze protection is provided by sensors which activate the solar circulator before freezing occurs in the collectors. Rheem Loline® is warranted against freeze damage in areas below 400m altitude. An optional electric water heater can be incorporated in the design to assist in freeze protection.

### Note

For tank technical data refer to page 46.

### Building Management System (BMS)

The solar controller can be connected to a BMS system to indicate normal operation or fault mode. Normal operation includes both run mode and standby mode.

Faults can include sensor failure, pump failure or power outage.

The BMS output is a 3 wire voltage free contact signal rated at 1A @ 240V.

### NPT200 COLLECTOR TECHNICAL DATA

Overall Dimensions H x W x D	mm	1941 x 1023 x 80
Aperture Area	m <sup>2</sup>	1.86
Weight (empty /full)	kg	36/37
Fluid Capacity	Litres	1.5
Number of Risers		7
Absorber Material		Black Polyester Aluminium
Insulation		Polyester
Glazing		Tempered
Tray Material		Zincalume®

# COMMERCIAL SOLAR SOLUTIONS

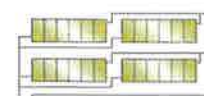
COMMERCIAL SOLAR PIPE SIZE / PUMP SELECTION / SPEED SETTING – RHEEM LOLINE														
Total Number Collectors	Combined Tank & Array Piping Length (m) <sup>7</sup>	Total Length (flow and return) Between Storage Tanks and Collector Array (m) <sup>8</sup>												
		10	20	30	40	50	60	70	80	90	100	150	200	
15	30	DN20/20-60/1			DN20/20-60/2					DN20/20-60/3		DN20/32-80/2	DN20/32-80/3	
		DN25/20-60/1												DN25/20-60/2
30	53+	DN25/20-45						-	-	-	-	-	-	
		DN25/20-60/2		DN25/20-60/3						DN25/32-80/2		DN32/20-60/2		
	53++	DN25/20-45						-	-	-	-	-		
		DN25/20-60/2		DN25/20-60/3						DN25/32-80/2		DN32/20-60/2		
45	63+	DN25/32-80/3						-	-	-	-	-	-	
		DN32/20-45						DN32/20-60/3						
	90++	DN32/20-45						DN32/20-60/3						
		DN32/20-60/3						DN32/32-80/3						
60	79+	-	DN32/32-80/3								-	-		
		DN40/20-45								DN40/20-60/3		DN40/32-80/3		
	120++	-	DN32/32-80/3						-	-	-	-		
		DN40/20-45								DN40/20-60/3		DN40/32-80/3		
75	92+	-	-	DN40/32-80/3										
		DN50/20-45												
	111++	-	-	DN40/32-80/3										
		DN50/20-45												
90	105+	-	-	DN40/32-80/3								-	-	
		DN50/20-60/3								DN50/32-80/2		DN50/32-80/2		
	159++	-	-	DN40/32-80/3		-	-	-	-	-	-	-		
		DN50/20-60/3								DN50/32-80/2		DN50/32-80/3		
105	118+	-	-	-	DN50/32-80/3									
		DN50/32-80/3												
	160++	-	-	-	DN50/32-80/3									
		DN50/32-80/3												
120	131+	-	-	-	DN50/32-80/3									
	215++	-	-	-	DN50/32-80/3									

<sup>7</sup> Total length of pipe inter-connecting tanks and collector arrays.

<sup>8</sup> Linear length.

Notes:

- Pump selections are Grundfos. 20-60 = UPS20-60N, 20-45 = UP20-45N, 32-80 = UPS32-80N
- UPS20-60N set to speed 3 can be substituted for a UP20-45N, but not the reverse
- If actual number of panels falls between an array size, use the next biggest array
- If actual pipe length between tanks and collectors falls between the lengths shown, use the next longest length



Side by Side Array

## SOLAR RADIATION DATA

Location	Latitude	Solar Radiation (MJ/m <sup>2</sup> /day)	Best Solar Month	Zone	Collector to Tank Ratio – NPT200					
					610 340		610 430		per/1000 litres (1000-5000L)	
					Min	Max	Min	Max	Min	Max
Darwin	12°	24.7	August	1	2.0	3.0	2.5	4.0	6	9.5
Cairns/ Townsville	17° 19°	24.0	September	1	2.3	3.5	2.8	4.0	6	9.5
Brisbane	27°	23.2	January	3	2.0	3.0	2.5	4.0	7	11
Perth	32°	28.9	January	3	2.0	3.0	2.3	3.5	6	9
Sydney	34°	23.5	December	3	2.2	3.5	2.7	4.0	7	10.5
Adelaide	35°	28.2	January	3	2.0	3.0	2.4	3.5	6	9
Canberra	35°	27.0	January	3	2.0	3.0	2.5	4.0	6	9.5
Melbourne	38°	24.4	January	4	2.0	3.1	2.5	4.0	6.3	10
Hobart	42°	23.6	January	4	2.4	3.5	3.0	4.5	7.5	11



Parallel Array

## Warranty\*

- 5 year on the collector
- Loline 5 year on vitreous enamel cylinder, 8 year on stainless steel cylinder.
- Premier Hiline 3 year on cylinder
- 1 year parts and labour on remainder

\* Conditions apply: For full terms and conditions please contact Rheem or see Owner's Guide and Installation Instructions, available at [www.rheem.com.au](http://www.rheem.com.au)



## HS SERIES

The HS Series is a solar water heating package intended for use in commercial or industrial applications. It can be integrated into an existing installation to provide solar pre-heating for energy cost reduction, used in the replacement of existing equipment, or used in new installations.

The HS Series provides superior benefits to conventional solar water heaters including ultimate frost and over-temperature protection by way of its unique drain back function.

### How does it work?

The system combines a number of efficient BT Commercial Solar Collectors with a centralised Heat Store to extract the sun's free energy and hold it ready for use. Closed circuit fluid is transferred between the heat store and collectors via a Solar Pump Skid with duty/standby cast iron pumps.

The storage tank has a fully welded steel cylinder and uses an inhibitor to prevent corrosion. The storage tank maintains a low pressure, closed circuit fluid that is used to store and transfer heat. The fluid is not consumed.

A highly efficient heat exchanger in the Delivery Skid then transfers the stored energy to the potable water supply to meet the hot water requirements on demand.

Boosting may be required and can be achieved in a number of ways to ensure sufficient hot water is available at all times.

#### Note:

- To enable correct Drain Back function the base of the solar collectors must be located at least 1 metre above the top of the storage vessel
- The maximum height from the base of the storage vessel to the top of



BT collectors at Rheem Testing Facility – Rydalmere – Australia

## Typical Installation Commercial Solar Heat Store



the collectors should not exceed 40 metres.

See tanks (page 46) and delivery skid (page 43) for further information.

The collector is mounted in an aluminium tray for superior weather protection and tempered glass improves transmission efficiency.

### BT Collector

The BT collector is Rheem's premium solar collector, comprising 13 riser tubes laser welded to a copper absorber panel to maximise heat transfer. The absorber is coated with a sputtered selective surface which enhances absorption and minimises emission. Glass wool insulation further enhances heat retention.



#### BT COLLECTOR TECHNICAL DATA

Overall Dimensions H x W x D	mm	1941 x 1023 x 80
Aperture Area	m <sup>2</sup>	1.86
Weight (empty /full)	kg	31/33
Fluid Capacity	Litres	2.1
Number of Risers		13
Absorber Material		Sputtered Copper
Insulation		Glass Wool
Glazing		Satin-Matt
Tray Material		Aluminium

# COMMERCIAL SOLAR SOLUTIONS

## Solar Pump Skid

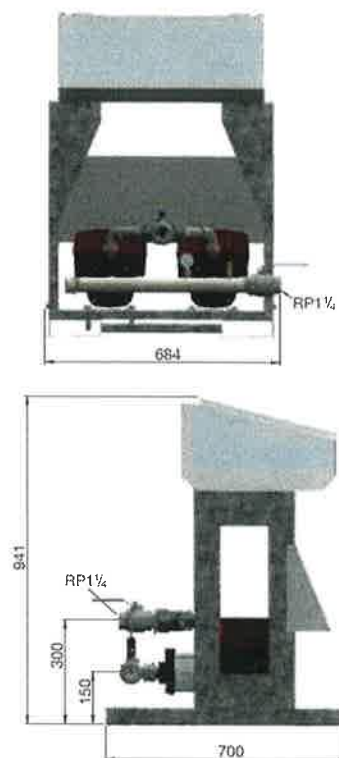
The HS Series system uses a fully integrated duty/standby pump skid and controller to operate and regulate the solar pump speed and drain back function.

The main function of the controller is to measure the temperature in the buffer storage tank and collector array to determine when to operate the solar pump.

The solar controller can also be used to operate other functions such as solar secondary recirculation or boost.

### TOTAL HEIGHT FROM BASE OF STORAGE TANK TO TOP OF COLLECTOR (METRES)

Number Collectors	Total Height from Base of Storage Tank to Top of Collector (metres)						
	10	15	20	25	30	35	40
8				DN20/RP013			
12				DN20/RP013			
16				DN20/RP013			
20		DN20/RP013				DN20/RP015	
24	DN20/RP013			DN25/RP013			DN20/RP015
28		DN25/RP013				DN25/RP015	
32	DN20/RP013		DN25/RP013				DN25/RP015
36		DN25/RP013				DN25/RP015	
40		DN25/RP013			DN25/RP015		
45	DN25/RP013				DN25/RP015		
50	DN25/RP013				DN25/RP015		
60		DN25/RP033				DN25/RP035	
70		DN32/RP033				DN32/RP035	
80		DN32/RP033			DN32/RP035		
90	DN32/RP033				DN32/RP035		
100		DN40/RP033			DN40/RP035		
125				DN40/RP035			
150			DN40/RP035				DN50/RP035
175				DN50/RP035			
200				DN50/RP035			



### SOLAR SKID TECHNICAL DATA

Weight	80kg
Electrical supply	230-240V 50/60Hz Hard Wired
Min Circuit size	16 Amps

## Solar Secondary Return

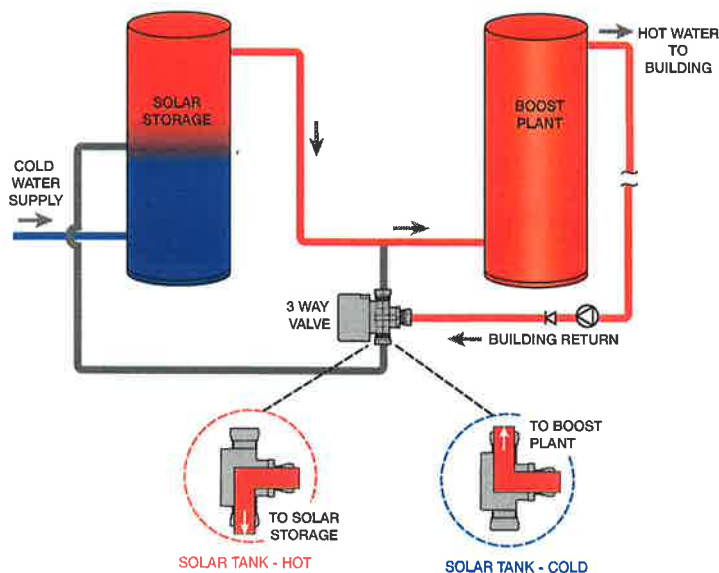
Rheem Commercial Solar provides more user functionality than ever before. The available energy in the storage tank can be monitored to maximise solar energy use. When sufficient energy is available, building secondary return water is diverted through the solar storage tanks.

### Solar Tank - Hot

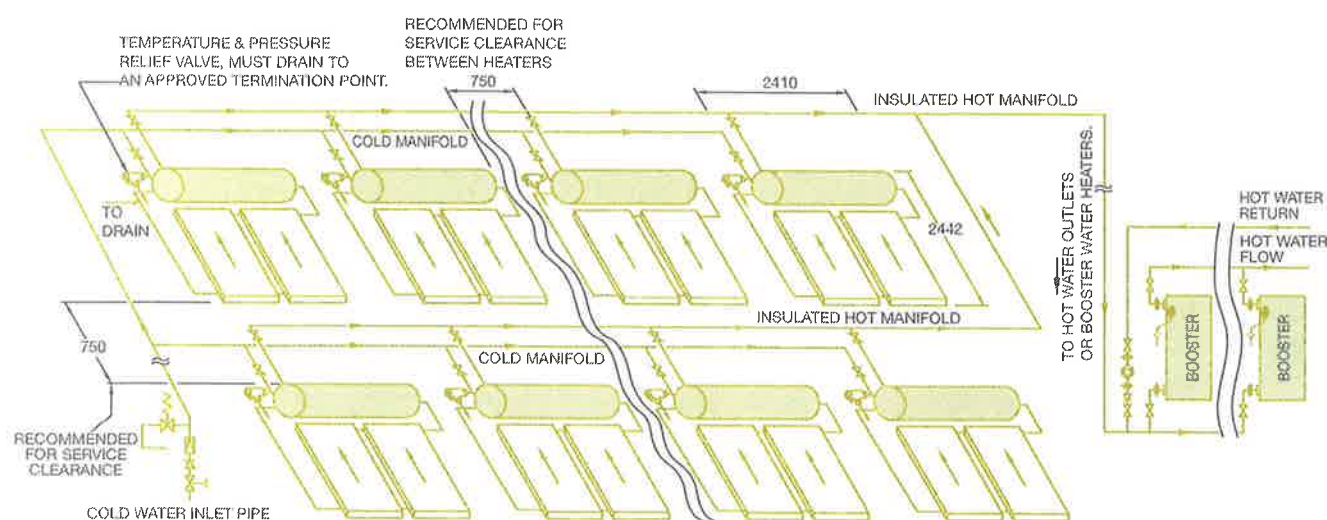
When there is sufficient energy in the solar storage tank, the 3 way valve diverts building return water to the solar storage. This passes through the in-line boost plant without further heating to maintain ring main temperature.

### Solar Tank - Cold

When insufficient energy is detected in the solar storage tank, the building return water is diverted through the in-line boost plant to maintain ring main temperature.







## PREMIER HILINE®

### Simplicity In Design

Rheem Premier Hiline® uses natural thermosiphon principles to efficiently transfer the energy from the collectors into the stainless steel storage tank. There is no need for circulators and primary flow and return lines. And the close coupled tank and collector saves plant room foot print. A closed circuit transfers the energy via an internal heat exchanger into potable water stored in the tank.

### Storage Tank

Premier Hiline® is supplied with a 300 litre stainless steel storage tank. This reduces the tank weight which reduces the structural load on the roof members. Choose to boost in tank with an electric heating unit or in series with specified Rheem commercial water heaters.

### Freeze Protection

The system utilises propylene glycol as the heat transfer fluid which provides freeze protection to as low as -28°C.

### S200 COLLECTOR TECHNICAL DATA

Overall Dimensions H x W x D	mm	1941 x 1023 x 80
Aperture Area	m <sup>2</sup>	1.86
Collector Weight (empty / full)	kg	48/52
Storage Tank Weight (empty / full)	kg	79/379
Fluid Capacity	Litres	3.8
Number of Risers		33
Absorber Material		Black Polyester Steel
Insulation		Polyester
Glazing		Tempered
Tray Material		Zincalume®

## COMMERCIAL SOLAR INSTALLATION TIPS

Correct design and installation is critical to achieving maximum performance from your commercial solar system. The following is a guide to aid in good design:

- Collectors should ideally face due north (in the southern hemisphere), however a system installed with the collectors facing as far as north-east and north-west will experience approximately 5% drop in operating efficiency
- Collectors should be inclined at approximately the latitude angle, however 15° either way is

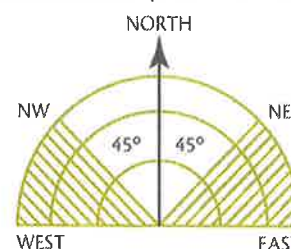
acceptable, but not less than 10° from the horizontal. For flat roof installations, Rheem can supply variable pitch frames suitable for either 1 or 2 collectors with pre-set pitch angles of 15, 20 and 25°

- Metallic flow and return lines only MUST be used between the solar storage tanks and the collectors
- The pipe must be well insulated and sheathed if externally mounted. AS/NZS 3500.4 has guidelines specific to the zone
- See the relevant Pipe Size

and Pump Selection Table for the correct specification of pipe size, pump selection and speed setting

### Collector Positioning

Recommended Aspect N.E. to N.W.



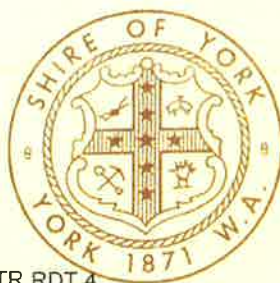


## SHIRE OF YORK

1 JOAQUINA STREET, YORK WA 6302

TELEPHONE (08) 9641 2233

FACSIMILIE (08) 9641 2202

WEBSITE [www.york.wa.gov.au](http://www.york.wa.gov.au)EMAIL: [records@york.wa.gov.au](mailto:records@york.wa.gov.au)P.O. Box 22, York  
Western Australia, 6302

Our Ref: O130630, TR.RDT.3, TR.RDT.4  
Enquiries: Paul Martin

16 July 2018

Hon Michelle Roberts MLA  
Minister For Police : Road Safety  
12th Floor, Dumas House  
2 Havelock Street  
WEST PERTH WA 6005

Dear Minister

**YORK – CHIDLOW ROAD AND YORK BYPASS**

We are writing to you on behalf of our communities of Beverley, Bruce Rock, Quairading, Narembreen and York to request support for upgrades to the Great Southern Highway (Chidlow York Road) and planning for the York Bypass.

The York Chidlow Road was identified in the Wheatbelt Highway Safety Review prepared by the Road Safety Commission in 2015 as the second highest priority route based upon crashes, second only to Toodyay Road.

With the State Government now investing significant resources into the upgrade of Toodyay Road with funds from the Road Trauma Trust Account we believe funds now should be allocated from this source to the improvement of the next priority on the list, the York Chidlow Road.

The consolidation of CBH bin collection points in accordance with their 100 sites of the future report together with expansion of other industries is putting larger trucks on this section of road increasing the risk of conflict with tourism uses which are increasing.

We believe that the installation of additional overtaking lanes and the construction of the long planned "Three Bridges Section" could significantly improve the safety of the York Chidlow Road and access for industry and tourism to the region.

The Shire of York has been working with Main Roads and the Wheatbelt Development Commission to identify a preferred alignment for the York Bypass supported by Royalties for Regions funding. This work included significant stakeholder engagement and has been received positively by the community. This study report is about to become public and will recommend the following additional actions be taken:

- Further investigation of routes over the river crossing which would join the York Merredin Road and CBH
- Traffic impact assessment (York town site) – including level crossing closures
- Economic impact of heritage/tourism v haulage route
- Investigate delivery staging
- Investigate cost of options

Whilst it is acknowledged that construction of this Bypass is some years away, we hope you agree it is in all party's interests to continue planning for this eventuality. Main Roads have some funding remaining available from the Wheatbelt Development Commission from this study and are proposing to expend this, with approval from the WDC, on the above actions.

Our request therefore is for \$150,000 be provided to Main Roads from the Road Trauma Trust Account to prepare a Development Strategy/Route Plan which would investigate safety upgrades required to Great Southern Highway (Chidlow York Road) and incorporate the outcomes from the York Bypass study. The development strategy would provide justifiable recommendations for consideration to address safety issues.

We have liaised with Main Roads regarding this matter and recommend consideration of these two initiatives as one overall project which would cover an area east of York (on the York Merredin Road) to the Lakes Roadhouse. This would in the long term improve access to Perth for all the communities from as far east as Narembeen and south to Beverley.

Given the interest we have received in this project from representatives of the Federal Government we believe if planned well, the upgrades identified in the Development Strategy could potentially attract some federal funding. This could be similar to the funding partnership in place for works on the York Merredin Road further to the east of York.

As the Shire Presidents of these five Local Government Authorities we would welcome the opportunity to meet with you to discuss this request for this important road safety matter effecting our communities in a large part of the wheatbelt.

Such a meeting could potentially occur, depending upon your availability, during local government week in August this year. If you are receptive to such a meeting Helen D'Arcy-Walker from the Shire of York (who can be contacted on 9641 2233) can coordinate the attendance of the local government representatives.

We look forward to continuing to work with the State Government to see road safety issues being addressed.

Yours sincerely,

CR DAVID WALLACE  
SHIRE PRESIDENT, SHIRE OF YORK

CR DEE RIDGWAY  
SHIRE PRESIDENT, SHIRE OF BEVERLEY

CR WAYNE DAVIES  
SHIRE PRESIDENT, SHIRE OF QUAIRADING

A handwritten signature in blue ink, appearing to be 'S. Strange', with a stylized flourish at the end.

CR STEPHEN STRANGE  
SHIRE PRESIDENT, SHIRE OF BRUCE ROCK

A handwritten signature in black ink, appearing to be 'Rhonda Cole', with a stylized flourish at the end.

Cr RHONDA COLE  
SHIRE PRESIDENT, SHIRE OF NAREMBEEN

Cc: Minister for Transport, Planning and Land – Rita Safiotti  
Cc: Craig Manton, Regional Manager Wheatbelt Main Roads WA

CR DAVID WALLACE  
SHIRE PRESIDENT, SHIRE OF YORK



CR DEE RIDGWAY  
SHIRE PRESIDENT, SHIRE OF BEVERLEY



CR WAYNE DAVIES  
SHIRE PRESIDENT, SHIRE OF QUAIRADING



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Cr RHONDA COLE  
SHIRE PRESIDENT, SHIRE OF NAREMBEEN

Cc: Minister for Transport, Planning and Land – Rita Safiotti  
Cc: Craig Manton, Regional Manager Wheatbelt Main Roads WA

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## AGENDA ITEM: 8.4.2 - Wadderin Reserve 20022

<b>Subject:</b>	Wadderin Reserve 20022
<b>Applicant:</b>	Chris Jackson
<b>File Ref:</b>	ADM583
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Chris Jackson
<b>Date:</b>	9th August 2018
<b>Attachments:</b>	Wadderin Drain & Culvert Plans

### SUMMARY

Update on future handover of Wadderin Reserve 20022 from the Water Corporation and details of a report prepared by Western Environmental Pty Ltd on Preliminary Remediation and Validation Plan for the Wadderin Dam.

### BACKGROUND

On 20<sup>th</sup> June 2018 Council resolved as follows:-

*That Council:-*

- 1. Acknowledge receipt of the Western Environmental Preliminary Remediation and Validation Plan for Wadderin Dam (Reserve 20022) Cusack Drive, Wadderin.*
- 2. Refer the plan to LGIS to confirm that the plan provides sufficient protection for the Shire of Narembeen when taking control of Reserve 20022.*

On 15<sup>th</sup> April 2015 Council resolved as follows:-

*That Council:-*

- 1. Approve that an approach be made to the Water Corporation that if Wadderin Reserve 20022 Avon Location 25286 Narembeen is no longer required by the corporation that control of the reserve be vested in the Shire of Narembeen for the purpose of 'water and conservation'.*
- 2. Request that if approved the Water Corporation also agree to hand over all assets on the reserve to the Shire of Narembeen*
- 3. Approve that if the Water Corporation confirm that the Wadderin Reserve is no longer required that the Department of Lands be requested to commence the transfer of control of the reserve to the Shire of Narembeen for the purpose of 'water and conservation'.*
- 4. Instruct that the CEO prepare an agreement between Wadderin Reserve Inc. and the Shire of Narembeen for the ongoing management of the Wadderin Reserve on behalf of the Shire of Narembeen.*

### COMMENT

The Water Corporation approved Council's request to take control of the reserve in August 2015 subject to completion of upgrade works to the water supply to the Narembeen townsite. This work was completed during 2017.

As the site Reserve 20022 located at Lot 18145 Cusack Drive Wadderin contains asbestos from its previous use as a water supply dam, the Water Corporation commissioned the attached draft Preliminary Remediation and Validation Plan.

The report identifies the extent of the contamination and proposes a course of action for remediation and ongoing management of the area.

Following concern being raised about the asbestos in the dam remaining relying on water in the dam continuing to cover the material, these questions/concerns were put to the Water Corporation and Western Environmental representatives who attended Council's July 2018 meeting.

Feedback has been received from Ben Stone, Water Corporation this week regarding concerns raised at the Council meeting as follows:-

1. The Council wanted to know whether the Water Corporation would provide scheme water for free to top up the dam if it ran dry due to climate issues.

*I would like to reiterate what Western Environmental and I communicated in the council meeting, if the dam runs dry the risk is not going to be unacceptable unless the area is disturbed through earthworks or digging. The management control will just be to limit access to the base of the dam. Maintaining the water level is another easily managed layer of protection, but not essential for risk management.*

*Highlighting this control is just covering all bases, the likelihood of ever needing to disturb the material is very low while the dam remains operational, and would only likely occur if redevelopment was planned. If works need to be undertaken on the dam base then appropriate controls and PPE will be required as with any asbestos related work. All of this will be clearly documented in the Site Asbestos Management Plan to be prepared by Western Environmental on completion of the remediation works, and will be provided to DWER for future reference.*

*On discussion with our internal stakeholders, and with consideration of the above, the Water Corporation can continue to provide potable water to top up the dam, but at standard rates as this is not considered an essential control for the site. The water level can be easily managed by matching usage to recharge, and by setting the pumping draw down location to ~0.5 m above the dam base.*

2. The drainage plans for the sealed areas and any information about maintenance of the catchment were requested.

*See the attached drain and culvert plans for Wadderin Dam for your reference. The Water Corporation had monthly catchment inspections. Maintenance was infrequent and only as required.*

Before the Water Corporation took the dam off-line they would augment the Dam with scheme water in order to be able to maintain water supply to the farmlands customers served by the dam. There is no longer a requirement to do that since the new tank and pipeline was commissioned (about 12 months ago).

The health risk is from the asbestos located in the base of the dam, the risk is low from the fragments remaining on the embankments, and the management plan deals with this by controlling access to the embankments.

Maintaining a level of 0.5 to 1m in the dam will sufficiently control the risk from the asbestos in the base of the dam. There is about 4-5 metres in the Dam currently and the Water Corporation have not put water into it for over 12 months. However last year was an unusually wet year so rainfall and run off would have been higher than average.

Calculations show that with no supplementation from Water Corporation into Wadderin Dam, with high evaporation, low runoff from the catchment and low rainfall numbers, the dam will still remain above the critical level of 1m.

To maintain the current water level you would want to limit usage to an average of ~10 ML per year. There is a bit banked up at the moment as a buffer, but would need to maintain the average usage long term. The site won't become a hazard unless overused. This means we can leave the asbestos in situ with the management control of maintaining the freeboard.

**The Western Environmental Preliminary Remediation and Validation Plan for Wadderin Dam (Reserve 20022) Cusack Drive, Wadderin has been referred to LGIS and a report/advise is pending.**

## **CONSULTATION**

Water Corporation  
Western Environmental  
Will Pearce EHO

## **STATUTORY IMPLICATIONS**

Local Government Act 1995 Section 3.59 Commercial enterprise by local governments

Local Government (Functions and General) Regulations 1996

8. Exempt land transactions prescribed (Act s. 3.59)

(1) A land transaction is an exempt land transaction for the purposes of section 3.59 of the Act if the local government enters into it —

(a) without intending to produce profit to itself; and

(b) without intending that another person will be sold, or given joint or exclusive use of, all or any of the land involved in the transaction.

(2) For the purposes of sub regulation (1)(b) a person is given joint use of land if the land is to be jointly used for a common purpose by the local government and that person (whether or not other persons are also given joint use of the land).

## **FINANCIAL IMPLICATIONS**

Future costs will include maintenance of the Wadderin Reserve in partnership with Wadderin Reserve Inc.

## **POLICY IMPLICATIONS**

Nil

## **STRATEGIC PLAN REFERENCE**

Narembreen Strategic Community Plan 2017 – 2027

GOAL 3: We contribute to a healthy community

3.1 We can provide leadership and networks to our local community groups to help them achieve their goals, identify common priorities and to provide opportunities for active participation in our community.

## **RELATED PARTY TRANSACTIONS**

Nil

## OFFICER RECOMMENDATION

That Council **subject to advice received from LGIS** instruct staff to continue with the process of taking legal control of the Wadderin Dam and Reserve 20022 Cusack Drive, Wadderin as per council motion 5929/15 moved 15 April 2015.

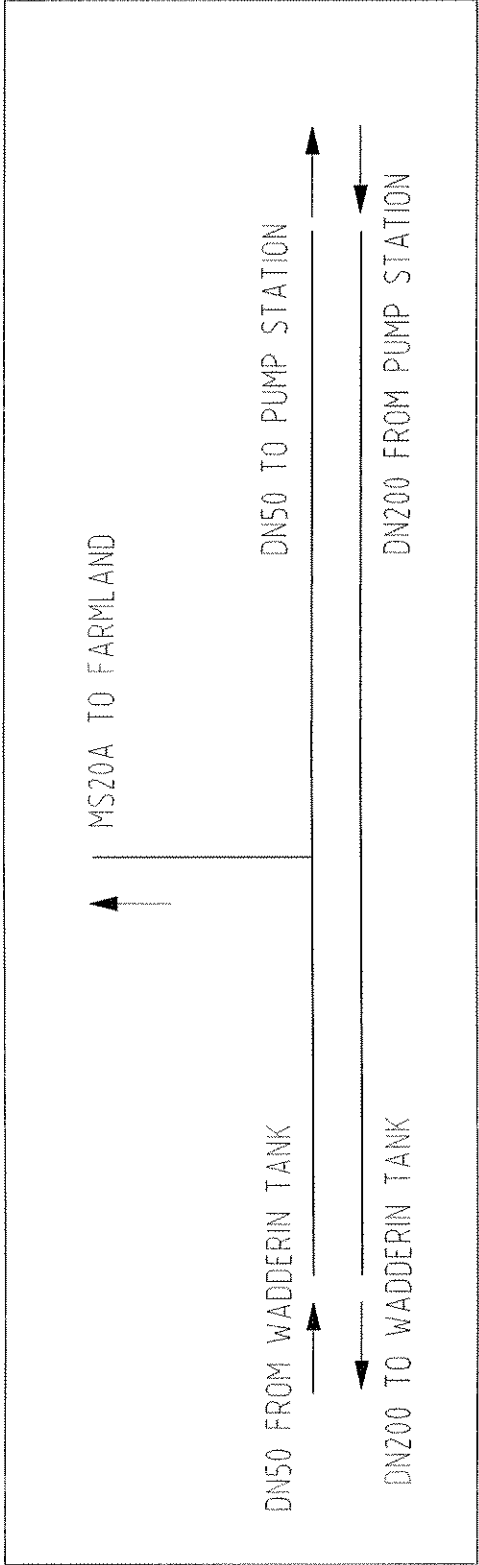
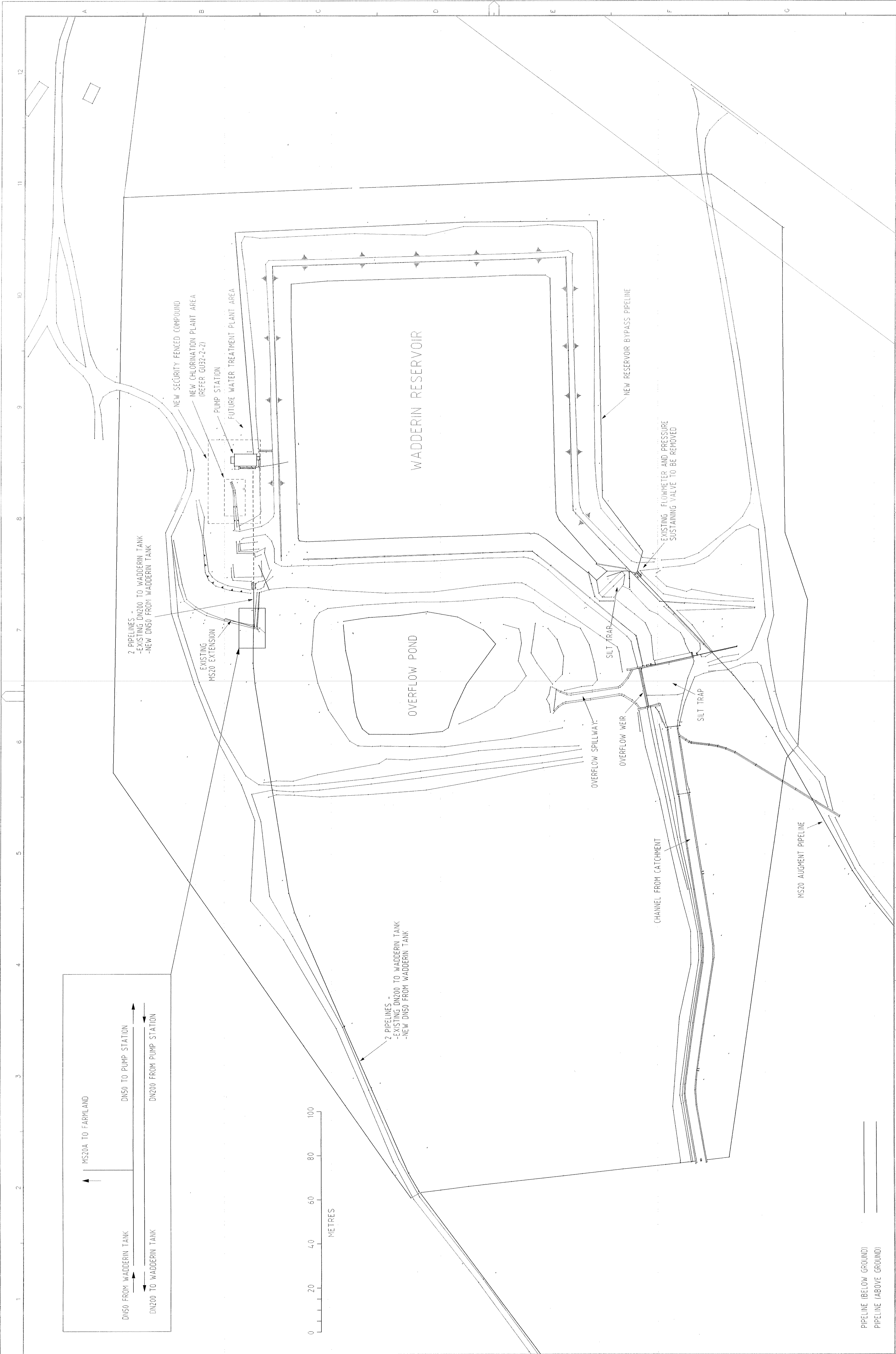
## COUNCIL RESOLUTION

**MIN 6685/18**     **MOTION** - Moved Cr. A Hardham                      2nd Cr. P Lines

*That Council **subject to advice received from LGIS** instruct staff to continue with the process of taking legal control of the Wadderin Dam and Reserve 20022 Cusack Drive, Wadderin as per council motion 5929/15 moved 15 April 2015.*

**CARRIED 6/1**





		13/07/2004 B. SHACKLETON CONSULTANT PROJECT MANAGER		13/07/2004 G. BROOK CONSULTANT PROJECT DIRECTOR		NAREMBEEN WATER SUPPLY WADDERIN PUMPING STATION - MODIFICATION AND CHLORINATION WADDERIN RESERVOIR SITE LAYOUT		ORIGINAL SHEET SIZE <b>A1</b>
PROJECT GU32-2-1		PLAN MWA		USTN A		ISSUE A		NF 10/1/16

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995 810



SHIRE OF NAREMBURN  
25/1/27

# A.A.W.S. Naremburn District & Railway Water Supply Catchment Area at Waddarin Rock.

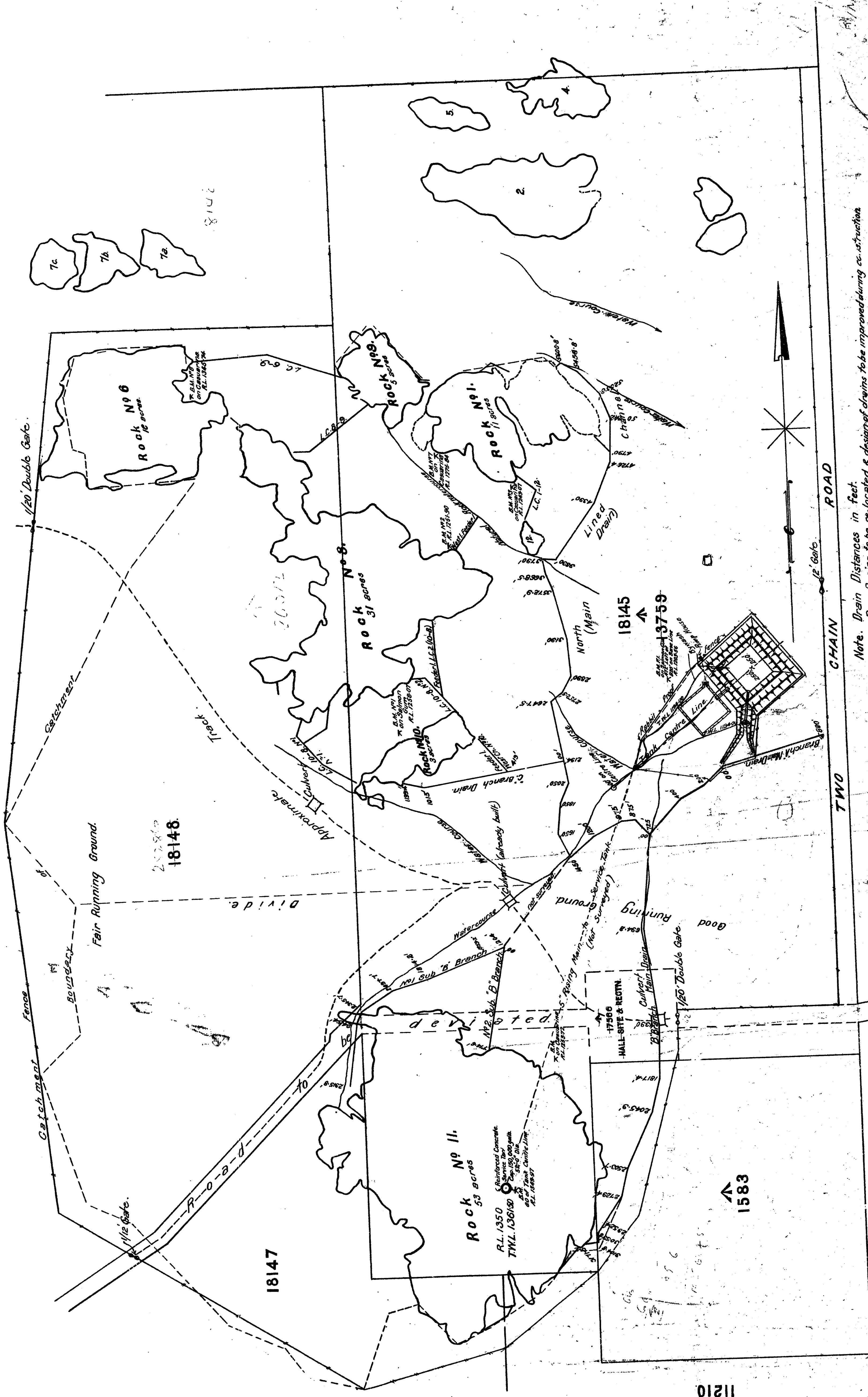
Rock - 119 acres approx.  
Earth - 544 acres

Scale.

6 chains to 1 inch.

F.Bs 11787, 11788, 11790, 12070

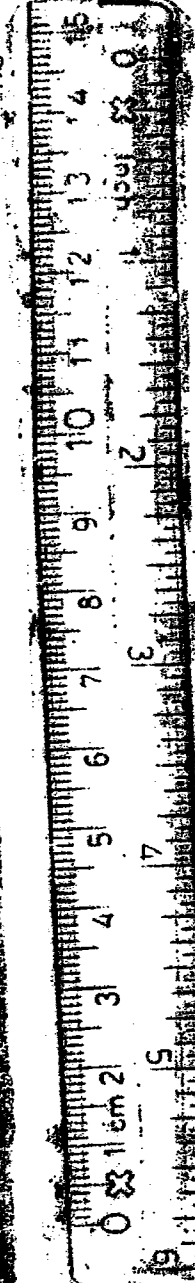
Area to be resumed 1000 acres approx.



Note. Drain Distances in feet. Rock Drains to be re-located & design of drains to be improved during construction.

H. J. J. J.  
Chief Engineer for Water Supply.

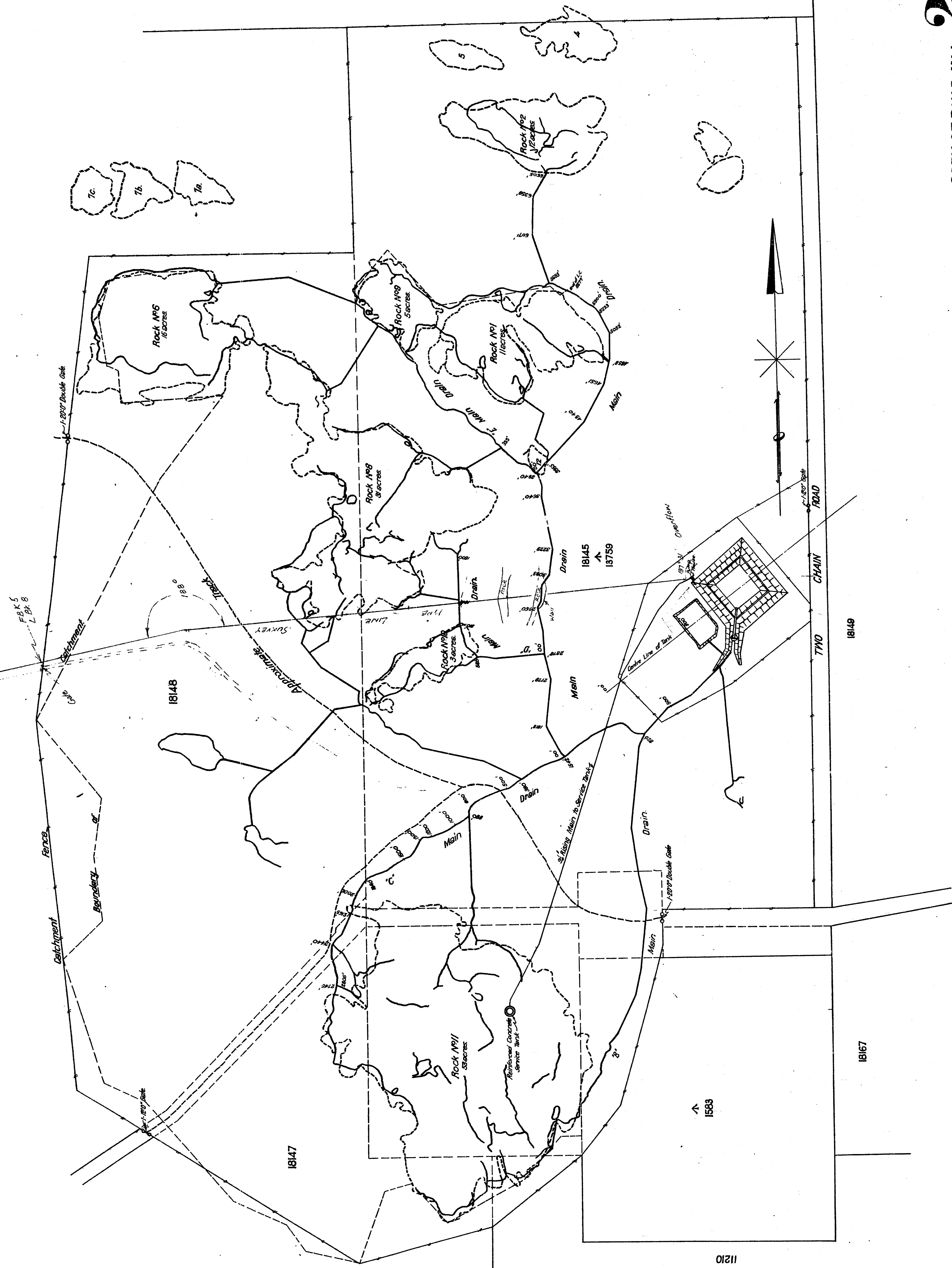
COPY OF P.W.D. WA 23367





*Drawing No 2*

*As constructed.*

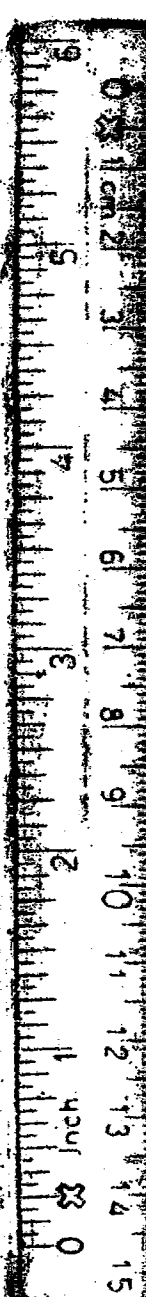


1. *Admission By...* *M.C. O'Brien*  
 2. *Examination By...*  
 3. *Record By...* *M.C. O'Brien*  
 4. *Examined By...* *E. B. Wingard*

6/10/80

**26707**

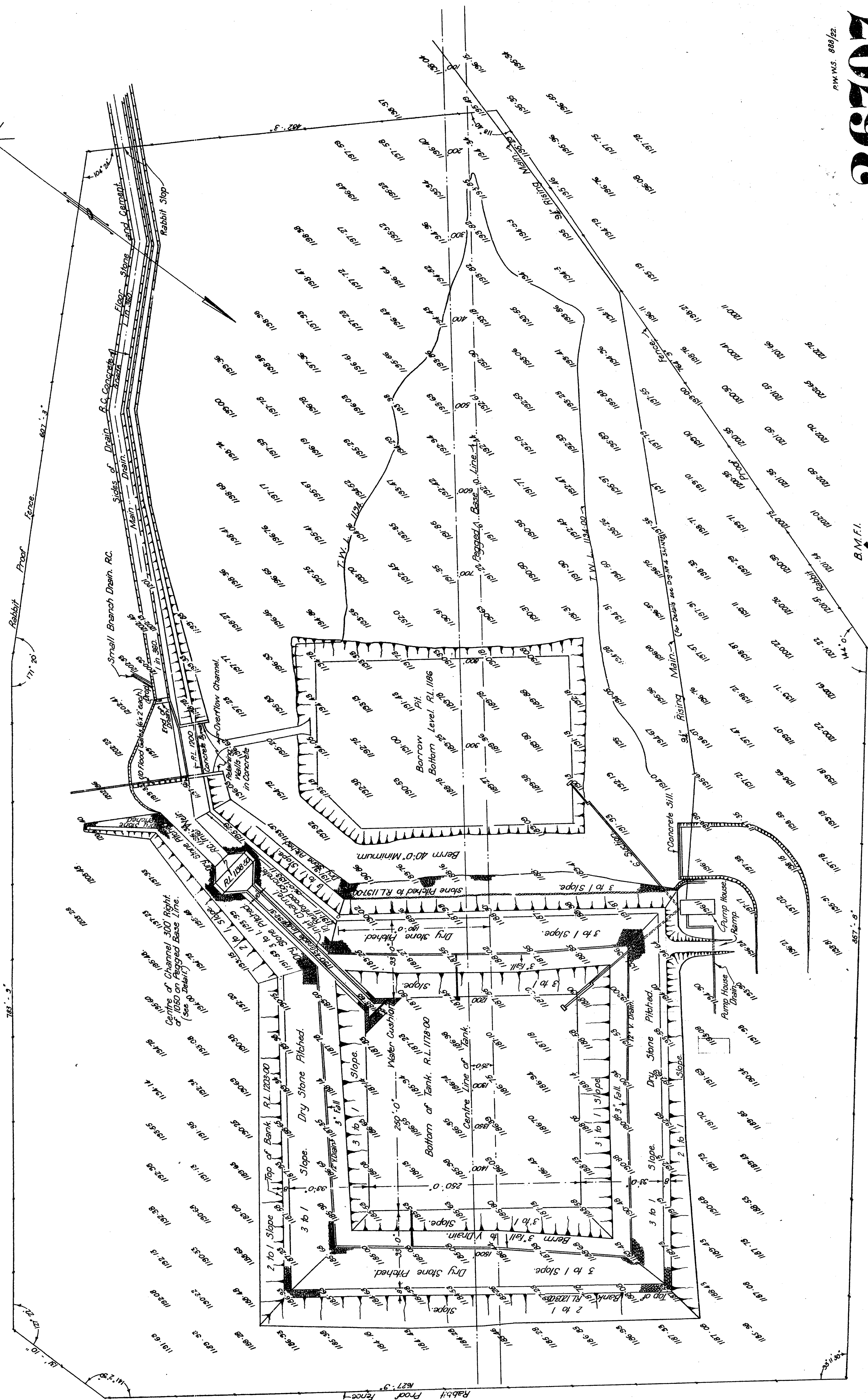
**COPY OF P.W.D., W.A.**



**Naremben District and Railway Water Supply.**  
**Reservoir and Borrow Pit.**  
**Total Capacity 20,720,000 Gallons.**  
**As Constructed.**

Scale: 60 Feet to 1 Inch.  
 FB3. 11730, 12070, 14074.  
 LB3. 11731, 12071.

Note: Rabbit Proof Fence plotted from Pegged Base Line.  
 Shown as Centre Line in Field Book N° 14074.



Drawn by [unclear]  
 Exam'd by [unclear]  
 Traced by [unclear]  
 Exam'd by [unclear]

Levels reduced from Railway Datum.  
 37.5 feet below L.N.M. Fremantle.

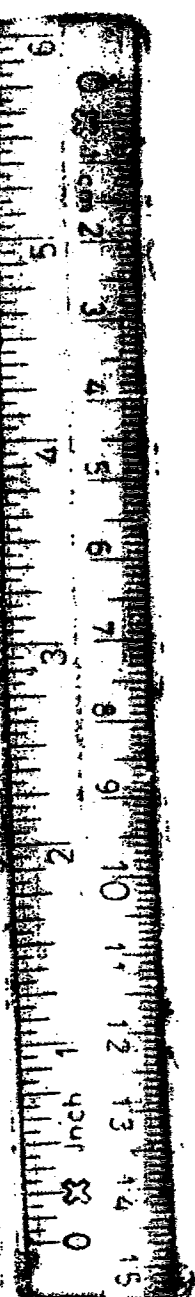
B.M.F.I.

R.L. 1203.55  
 on Salmon Gum, 412 feet left of 820 feet  
 on Pegged Base Line.

COPY OF P.W.D. W.A.

26707

P.W.D. 888/22.



## AGENDA ITEM: 8.4.3 – Secondary Freight Route Project

<b>Subject:</b>	Secondary Freight Route Project
<b>Applicant:</b>	Wheatbelt South Regional Road Group
<b>File Ref:</b>	ADM008
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Chris Jackson
<b>Date:</b>	31 <sup>st</sup> July 2018
<b>Attachments:</b>	WSFR Briefing Note – August 2018

### SUMMARY

At the Wheatbelt South Regional Road Group meeting held Thursday 26 July 2018, it was resolved that each Council be requested to allocate \$6,000 towards to the Secondary Freight Route Project to undertake detailed planning and design works to enable a Level 4 Infrastructure Australia submission to be prepared.

### BACKGROUND

The WSRRG has been working on this project since mid-2016; the project stemmed from considerable work done by both WBS & WBN in looking at their road networks in attempt to improve connectivity through our RRG funding and road projects. This mapping process started in 2014, once the RRG together with Main Roads identified that improving the connectivity was a major project that would bring significant economic benefit to the Ag Region a working group was formed and RDA via Juliet Grist helped us obtain initial funding to further progress this as a regional road project.

Council had previously resolved at its March 2017:-

*That Council:-*

- 1. Supports up to Phase 5 of the Secondary Freight Route Project ('Project') with Regional Development Australia (Wheatbelt) seeking funding through the Federal Government's 'Building Better Regions Fund'.*
- 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source.*
- 3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Narembeen's 17/18 Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).*

### COMMENT

The last 2½ years has seen considerable work undertaken by all 42 LG's and the working group to get the Wheatbelt Secondary Freight Route Project to a point where constructive and positive meetings are being held with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.

It is recommended that Council reaffirms their commitment to the Wheatbelt Secondary Freight Project by committing \$6,000 in the 2018/19 budget as a co-contribution for the funding application that will be submitted over the next few months.

## **CONSULTATION**

Wheatbelt South Regional Road Group

WALGA

## **STATUTORY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Council has funds allocated as part of Consultants Expenses 4111101.

## **POLICY IMPLICATIONS**

Nil

## **STRATEGIC PLAN REFERENCE**

GOAL 1: Focus upon our local economic drivers to retain and grow existing businesses, employment and to attract new industry

## **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

Recommendation to be provided to Councillors at the Council meeting.

## **COUNCIL RESOLUTION**

**MIN 6686/18 MOTION** - Moved Cr. K Mortimore                      2nd Cr. W Cowan

*That Council:-*

- 1. Notes the Secondary Freight Routes Project Development report;*
- 2. Supports the strategic intent of the Secondary Freight Routes project;*
- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and*
- 4. Endorses an allocation of \$6,000 in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.*

**CARRIED 7/0**





**WHEATBELT NORTH REGIONAL ROAD GROUP**  
Comprising Avon, Kellerberrin, North East and Moora Sub Groups

**WHEATBELT SOUTH REGIONAL ROAD GROUP**  
Comprising Hotham-Dale, Lakes, Narrogin and Roe Sub Groups  
correspondence to RRG Secretariat, Main Roads WA PO Box 333 NORTHAM WA 6401

Briefing Note:

## Wheatbelt Secondary Freight Route

August 2018

### OVERVIEW

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The Wheatbelt Secondary Freight Route (WSFR) network in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business. The WSFR project is developing a business case, with the supporting evidence and documentation required, to seek the addition of a program of road improvements across the network be added to the Infrastructure Australia Priority List.

### WSFR WORKING GROUP

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The project is being driven by local government authorities associated with the Regional Road Groups of the Wheatbelt Region. The project is intended to support and contribute to other work being undertaken by Main Roads WA, the Department of Transport and the Department of Primary Industries and Regional Development that is considering strategic transport investments across the agricultural regions through the Revitalising Agricultural Regional Freight (RARF) project.

A project Working Group has been established consisting of representatives from the following organisations:

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



The project has been encouraged by indications from the Federal Government that they are keen to receive well developed business cases for investment in nationally significant supply chains, with the Working Group

developing the Wheatbelt Secondary Freight Routes project. Secondary Freight Routes connect with State and National highways, providing access for heavy vehicles into the region, allowing trucks safe, cost effective access to businesses.

## GOAL - INFRASTRUCTURE AUSTRALIA INFRASTRUCTURE PRIORITY LIST

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The immediate goal is the inclusion of the WSFR project on the Infrastructure Australia Infrastructure Priority List (IPL), which is a prioritised list of nationally significant investments. It provides decision makers with advice and guidance on specific infrastructure investments that will underpin Australia's continued prosperity. Infrastructure Australia is seeking submissions for the next update of the Infrastructure Priority List, which will be published in February 2019.

The long term goal is to obtain funding support from the Federal Government for a broadly estimated, \$500 million capital works program over 10 - 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs. In order to be considered for this list Infrastructure Australia require a Stage 4 Business Case submission.

Led by the Wheatbelt North and Wheatbelt South Regional Road Groups, work is underway to secure the funds needed to do the work required to formally submit the Wheatbelt Secondary Freight Routes proposal for consideration by Infrastructure Australia. RDA Wheatbelt (RDAW) have provided seed funding of approximately \$80k to support project scoping with the aim of securing the \$2 million to \$5 million (depending on the findings) needed to development an investment ready business case. The project development costs are likely to be of the order of 1% of the final investment.

To be confident that sufficient funds are available before starting the detailed planning, engineering and costing, preliminary data has been collected from Local Governments concerning roads that have been identified as part of the network. These works constitute components associated with the development of Stages 1 and 2 of Infrastructure Australia's IPL submission process.

The WSFR Working Group proponents are currently investigating funding options for funding the Stage 4 IPL submission of up to \$5M. This has primarily sought State Government support of \$1.25 million cash through the Leverage Fund, administered by the Department of Primary Industries and Regional Development, *conditional upon* Federal cash support of \$3.5 million through an application to the Building Better Regions Fund and Local Government cash and in-kind support of \$350,000. These funds will be utilised to prepare complete and compliant Stage 1 to Stage 4 submissions to Infrastructure Australia. If successful, this will result in the project being added to the Infrastructure Priority List, facilitating conversations with the Federal Government for capital funding contributions.

## AUSTRALIAN FEDERAL GOVERNMENT – INQUIRY INTO NATIONAL FREIGHT AND SUPPLY CHAIN PRIORITIES

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The Federal Government has announced the Roads of Strategic Importance (ROSI) initiative. The aim of this initiative is to implement actions that address findings from the Inquiry into National Freight and Supply Chain Priorities.

The Federal Government has allocated \$3.5 billion over the next decade through the new Roads of Strategic Importance (ROSI) initiative, to ensure key freight roads efficiently connect agricultural and mining regions to ports, airports and other transport hubs.

The Major Project Business Case Fund will also provide an Australian Government contribution towards planning and business case development on projects with clear strategic merit. The Fund will facilitate earlier Australian Government engagement in the project planning stage to ensure broader Commonwealth objectives are considered as projects are developed. \$250M has been allocated towards planning and business cases development works on projects across the country, as priorities are identified through ongoing consultation with state and territory governments.

In July 2017 RDA Wheatbelt of behalf the Wheatbelt RRG submitted a full paper to the National Freight and Supply Chain Priorities Inquiry (*July 2017 RDA Wheatbelt Inc Submission* to the ***Inquiry into National***



**Freight and Supply Chain Priorities**), which discusses the various issues in relation to the need for the WSFR project to receive priority.

This paper outlined the fundamental issues that will be addressed by this project are the growing and changing freight task, consolidation of grain receival facilities, increasing use of larger vehicles, pressure to increase supply chain productivity, poor road safety outcomes and the lack of available capital to meet requirements.

The efficiency of supply chains serving industries in the Wheatbelt region is determined by the performance of the weakest link. Failure to maintain and improve productivity of the secondary freight network will reduce the international competitiveness of the Wheatbelt agricultural sector, which underpins employment and economic activity in the region. Transport links need to be addressed if the production of this sector is to be supported.

## WA STATE GOVERNMENT – DEPARTMENT OF TRANSPORT: REVITALISING AGRICULTURAL REGIONAL FREIGHT PROJECT

Separately Western Australian Department of Transport (DoT) in association with Department of Industry and Regional Development (DPIRD) and Main Roads WA are developing a strategy and investment proposals to support improvements to freight related infrastructure in the agricultural regions. The project team is working to ensure that the need for investment in Local Government roads (secondary freight routes) is reflected in the analysis to ensure these don't remain the weakest link in the supply chain.

The WSFR Working Group has submitted a draft submission to the RARF project which outlines the process undertaken so far as part of the WSFR project, route identification, data collection, project scoping and costing, business case development and initial route prioritisation. This submission is on behalf of all local governments associated with the Wheatbelt RRG. It focuses on the priorities of local government roads within the region.

WSFR Working group will continue to work with MRWA WR and WDC as part of the RARF project consultation, and see this consultation as ongoing throughout the course of 2018 and beyond. The WSFR is representative of the views of all Wheatbelt local governments through the RRG, will be the key local government consultation point for the RARF Project. The Committee through its membership is in regular consultation with both MRWA WR and WDC, as part of our project development.

## PROPOSED BUDGET AND FUNDING OPTIONS

The draft budget and potential funding options are summarised as follows:

Capital Cost	\$500M	Details
Planning Cost	\$5M	~1% of capital cost
Federal Govt	\$3.5M	BBRF - requires co-contribution; or Major Project Business Case Fund
WA State Govt	\$1.25M	DPIRD Leverage Fund DoT – RARF
Local Govt	\$250K	Approx. - \$6K each from 42 LGAs

Feedback from DPIRD regarding the Leverage Fund application of \$1.2M by RDA-Wheatbelt on behalf of WSFR, was that the application was considered better suited for MRWA consideration and to link into with the current RARF project work given the significant alignment between the two sets of work. It was recommended that the WSFR Working Group continue to pursue their relationship with DoT and MRWA to ensure the requirements of the WSFR are adequately included in the RARF activities. The WSFR Working Group has

continued on-going discussions and consultation with RARF via Main Roads WA-WR and WDC as directed by DPIRD.

## ADVOCACY AND CONSULTATION

The working group is continuing to use every opportunity to promote and seek support for the proposal with stakeholders, the community and political leaders at Federal and State level. It will be helpful if Local Governments can support this effort. The way in which this is done will depend on the audience and the key issues in your area. However, the common messages are:

1. Industry and jobs depend on an efficient supply chain in order to remain internationally competitive;
2. The supply chain is only as strong as the weakest link, which are typically the connections to the major highways;
3. The size, weight and productivity of trucks has increased and is expected to continue to do so;
4. The road freight task has increased and is expected to continue to do so;
5. Local Governments in the Wheatbelt Regions are spending more than \$100m per year maintaining roads. To make this expenditure more efficient, some roads need to be upgraded to a higher standard as they were not designed for the purposes for which they are now used;
6. This proposed project is a step change for a defined network. Once delivered it will contribute to lower freight costs, lower road network operating costs and a safer road network.

At the Federal level Ministers Corman and Porter as well as Members Melissa Price and Rick Wilson have received a briefing. At the State level, Ministerial advisers and senior department staff have been briefed and discussions held with local members Darren West and Mia Davies.

State support for an application to Infrastructure Australia will be critical. The project team is seeking to ensure that this work supports and is supported by other project work being undertaken by the Department of Transport in conjunction with Main Roads WA and the Department of Primary Industries and Regional Development analysing strategic freight issues. It also builds on work completed in 2017 looking specifically at the agricultural lime freight task.

A summary of consultation undertaken is as follows:

Organisation	Personnel	Details
Local Govt	42 LGAs RRG WN and WS	Project scoping Data collection Technical Representatives
Federal Govt	McCormack and McVeigh Ministers Corman and Porter Members Melissa Price and Rick Wilson RDA Wheatbelt	Advisor Briefing Teleconference Summary Documentation
State Govt	DPIRD - Minister MacTiernan DoT – Minister Saffioti RAFT MRWA WR WDC	State Leverage Fund – requested \$1.25M RARF Submission In-principle support Communication conduit
Industry	CBH Ag Lime WA	Match priority routes Lime Strategy
Infrastructure Australia	Nicole Lockwood (Director)	Advice on IA Stage 3 – 4 submission Assistance at each step
Freight and Logistics Council	Kellie Houlahan (Policy Adviser)	Conduit to State Govt

## AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

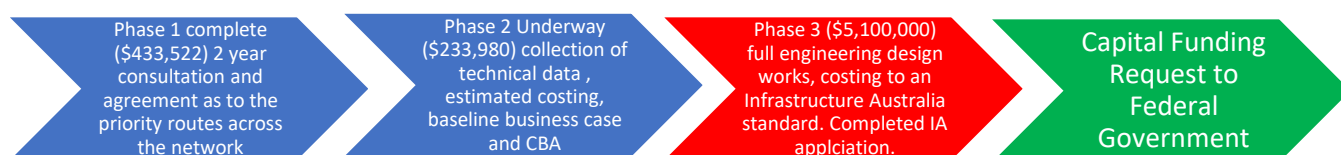
In November 2017 Cr Ricky Storer, President of the Shire of Koorda and Chair of the WN RRG, delivered a presentation outlining the proactive, collective approach of Wheatbelt Councils to the regional freight challenges and the outcomes that would result from investment in secondary freight routes in the Wheatbelt at the Australian Local Government Association National Local Roads and Transport Congress. The Hon Darren Chester, Minister for Infrastructure and Transport as well as Acting Minister for Regional Development and Local Government delivered a presentation during the same session which was attended by a number of senior Federal Government officers and more than 200 Local Government delegates from around Australia.

### PROJECT METHODOLOGY

Over the last 2 years 42 Local Government authorities across the Wheatbelt region have collaborated to identify priority routes across the Secondary Freight Network and have also participated in a technical data collection process led by the Shire of Dandaragan to estimate costs, preparation of a business case and a cost benefit analysis of the work to be undertaken. The in-kind investment by Local Government to date, facilitated through the RRG, is estimated to be well in excess of \$750,000.

The work flow is currently nearing the end of Phase 2 and seeking resources to support Phase 3. No capital funding request can occur without Phase 3 being completed (a requirement of the Federal funding processes for capital projects over \$100m).

Two workshops were undertaken in March 2018 that reviewed the road and traffic data available. The Technical Representatives from each of the Regional Road Group Sub-groups were invited to participate in these workshops, along with Main Roads WA staff and other stakeholders. The workshops provided direction to the consultants that have been commissioned by RDA Wheatbelt to prepare the funding submission for Building Better Regions Fund.



#### Phase 1: Scoping

1. Assessment of the condition of the existing road network (based on available data supplemented with consultation and field investigations) covering the identified secondary freight network.
2. Development of transport modelling to inform scope and design criteria.
3. Development and agreement as to the scope and standards required across the 80+ routes.
4. Development of concept design to facilitate a P50 cost estimate for the 80+ routes (including methodology to determine costings across a large road network with limited data).
5. Assessment and prioritisation of routes for a program of delivery including supporting justification for costs and benefits within a business case framework.

The cost estimating process for this phase will require input from a number of disciplines including the following consultants;

- geotechnical
- environmental
- consultation
- transport and traffic engineering
- civil engineering

## Phase 2: Preparation of Business Case and BBRF application

This phase is used to undertake the work required to compile the evidence and complete the business case to support the submission for the required funding amount (determined from Phase 1). Completion of this Phase is subject to finalisation of the required co-contributions based on the figure calculated in Phase 1.

RDA Wheatbelt is providing seed funding for this Phase to be completed subject to the agreement of RRG North and South in relation to meeting the required minimum co-contribution level. The required co-contributions are set by the Federal Government based on the physical location of the benefit of the project. For areas classified as Remote or Very Remote the required co-contribution is 25% of the project amount (i.e. \$1 for every \$3 of grant funding). For other classifications it is \$1 for \$1.

Tasks to complete Phase 2 include the following:

1. Undertake problem definition and needs assessment
2. Develop opportunity statement based on potential benefits of the project
3. Quantify benefits of undertaking the work against the following areas:
  - a. Criteria 1: Economic Benefit
  - b. Criteria 2: Social Benefit
4. Provide Input as necessary into the following areas:
  - a. Criteria 3: Value for Money
  - b. Criteria 4: Project Delivery
5. Collation of business case and supporting evidence for inclusion in BBRF application.

## PROJECT SCOPING

This process has been an excellent example of a large number of local governments (42) working together on a common strategic regional priority. To date, local government staff has provided a large amount of information and data in an in-kind capacity. The key undertakings of the project so far are:

1. Identification of nominated WSFR roads based upon a simple criteria developed by RRG with routes that:
  - i. Listed on Roads 2030.
  - ii. Regional Distributor that connects Regional Centres or major freight generating locations.
  - iii. Parallel routes not to be closer than 20km apart.
  - iv. Route not to duplicate or replace existing freight routes on State or National Highways.
  - v. Routes serving significant recent increases in regional freight that is anticipated to be sustained.
2. Determination of basic project framework and minimum design standards.
3. Road condition assessment of all identified roads across 42 local governments against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments for both Wheatbelt north and south is:

	Route Length (km)	Proposed Works (km)	Proposed Length (%)	Indicative Costs (\$)
<b>Wheatbelt North</b>	1,608	1,134	71	\$ 197,000,000
<b>Wheatbelt South</b>	2,729	1,717	63	\$ 296,000,000
<b>TOTAL</b>	4,337	2,851	66	\$ 493,000,000

## BUSINESS CASE

The WSFR engaged economic consultant, Pracsys, to develop a BBRF business case for the planning and staging prioritisation of the secondary freight routes. This planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, identifying the economically optimal sequence for developing the network and ensuring that roads are designed and constructed to an optimal standard from a 'whole-of-life' asset management perspective. If successful, BBRF funding will allow for the development of a detailed scope of works that will form the basis for a subsequent submission for Infrastructure Australia funding. It will therefore be important to consider the benefits associated with both the initial planning stage, and broader project, within the BBRF Business Case.

The methodology was divided into two components:

1. Phase 1: Estimating Benefits High Level at an IA IPL submission level and for the BBRF proposal  
It is recommended that a Benefit Cost Ratio (BCR) of at least 1.2 be targeted as lower levels are unlikely to attract funding under the BBRF. In addition, a \$30 million impact threshold applies to IA funding applications. This phase will be used to understand and produce high level estimates of project benefits, informing a 'go/no go' decision for phase 2.
2. Phase 2: Developing a BBRF CBA and Business Case  
Based on the outcomes of Phase 1, document a concise Cost-Benefit Analysis and Business Case in support of the BBRF submission.

### Estimating Planning Benefits

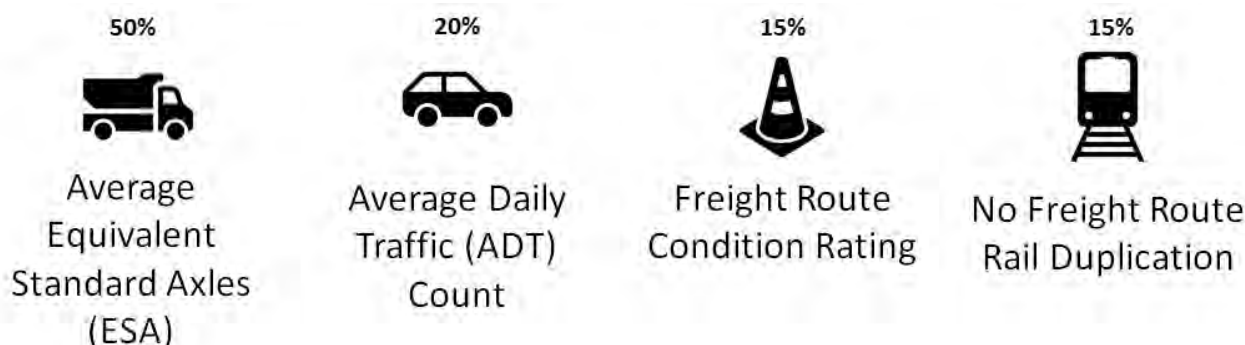
The benefits attributable to the Wheatbelt secondary freight routes prioritisation planning process were outlined and in turn used to provide a preliminary prioritisation of works for internal review. Benefits were calculated where possible, however some benefits are unquantifiable, and other benefits are best left for in-depth quantification in the detailed planning phase. The methodology included:

- Investigate plausible project benefits and compare to typical costs
- Apply assumed BCRs to hypothetical 100km works segments (over 5 to 10 years)
- Conduct comparison of net benefit using scenarios  
Scenario A: Conduct works without strategic planning – using randomised project sequence  
Scenario B: Conduct works based on strategic planning - using an optimised project sequence

The detailed planning exercise is expected to achieve a benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

### Initial Prioritisation System

The WSFR were evaluated on a route-by-route basis to give an early indication of their relative upgrade priorities. The evaluation conducted was a Multiple Criteria Analysis (MCA) assessing the following criteria weightings – this may be added to in future:



Attachment 1 shows a the initial first draft of the staging plan and prioritisation process. This will evolve as further planning is undertaken and additional data collected.

## PROPOSED DELIVERY METHODOLOGY

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The Working Group is currently investigating a number of delivery methods for the development of the IA Stage 4 submission. These will largely be dependent upon the level of funding available. The options considered include complete outsourcing of the project, or a collaborative delivery method undertaken by the RRG and its associated LGA staff with various levels of support from consultants and/or Main Roads WA staff. The more collaborative model provides the opportunity to utilise the technical skills of staff within the region that have the greatest understanding and knowledge of the road network and its associated issues. It also allows for collaboration amongst all stakeholders and working party members, as well the opportunity for information sharing, capacity building and upskilling. The latter approach would entail local government and state government agency staff working together to deliver a project with regional benefits.

The proposed delivery options are:

### **Option A - Fully Funded – Consultant Delivery**

- \$5M
- Technical Consultant
  - Full project delivery
  - Target greater number of routes
  - Wider scale technical input
- Local Government
  - Project Management
  - Input from Technical Working Group
- MRWA
  - Technical Support
  - Review

### **Option B - Partially Funded – RRG Delivery**

- \$1M - \$5M depending upon funding levels
  - LGA project team could be funded or In-kind.
  - MRWA FTE
  - WDC FTE
- LGA – Project Delivery Team
  - LGA Driven
  - Technical Working Group
  - Project Delivery Team
  - Technical Consultant
- Technical Consultant
  - Funding used for specific technical purposes
  - Targeted technical input
  - Prioritised routes
  - Economic assessment and business case development

## IMPLICATIONS FOR LOCAL GOVERNMENT

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The in-kind support from staff and Councillors at 42 Local Governments who have provided data so far is greatly appreciated.

1. Road Group Sub Groups have undertaken ongoing consultation via the Sub-groups and Technical Representative regarding outcomes being requested through this project to ensure they properly reflects the needs of LGAs in progressing the WSFR network. It would be of value if each Shire could ensure their representative receives these monthly updates (you can add them to the mailing list through [admin@rdawheatbelt.com.au](mailto:admin@rdawheatbelt.com.au) )
2. Cash Co-contributions are requested from LGA with a contribution of \$6,000 per local government being requested to provide an overall contribution of \$250,000 across the 42 LGA. It is requested that these funds come from 2018/19 budgets and request each LGA to draft an Agenda Item – August or September Council Meetings
3. Shire of Dandaragan will be undertaking the project management role for this application (should it proceed) on behalf of all 42 local governments (thankyou Dandaragan).
4. It is still the intention to seek other forms of co-contribution for this project as outlined.
5. The Working Group will continue to work towards the development of a Technical Working Group and Project Delivery Team. It will seek to identify potential resources for these roles through the RRG and nominations via Sub-groups and their respective LGAs. Positions within these groups may be either funded or in-kind depending upon funding available or the ultimate delivery methodology.

## 8.5 Executive Manager Corporate Services

### AGENDA ITEM: 8.5.1 - Executive Manager Corporate Services Report

<b>Subject:</b>	Executive Manager Corporate Services Report
<b>Applicant:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Bonnie Cole
<b>Date:</b>	8 <sup>th</sup> August 2018
<b>Attachments:</b>	Nil

#### SUMMARY

Council are to consider the report from the Executive Manager Corporate Services and endorse any actions as appropriate.

#### BACKGROUND

Provide monthly reports in a format that provides information with a view to assist in the decision making process.

#### COMMENT

##### Staff Matters

As reported last month, applications for the position of Finance Officer for 6 months closed on 24<sup>th</sup> July. Due to staff being away, interviews will take place on Monday 13<sup>th</sup> August. I am hoping that the successful applicant can commence prior to the end of August to get a least some handover with Rachael before she goes on leave.

##### Annual Financial Report

Work continues with compilation of paperwork and reports for the auditors visit scheduled for October 2018. The new system of reporting to Moore Stephens seems to be working well. In terms of putting the financial report together, I hope to by the end of this week to make the revaluation adjustments for the roads and other infrastructure and I will then be able to commence full development of these. The order which I have collated information this year is different to previous years because of the new system, but I am enjoying teaching myself the process.

##### Staff Training

I have enrolled in four Operational Leadership Workshops through LGIS. The first workshop was held on Wednesday 18<sup>th</sup> July at the Shire of Merredin. As it was Council meeting I missed the first workshop, however, the instructor was able to meet with me the next day to go through the first day. This workshop was called Managing Performance and focused on legislative requirements.

There will be a workshop each month from July to October. The August Workshop is to be held at the Shire of Cunderdin on 23<sup>rd</sup> August 2018.

##### Churchill Street Community Seating

Leanne, Sheree and I have been researching seating plans for the new undercover area on Churchill Street. We have had some great ideas and are excited to be able to incorporate the park bench currently located in front of the butcher since it needs to be relocated.

### **Tier 1 Safety Assessment**

On Tuesday 31<sup>st</sup> July 2018, representatives from LGIS attended Narembeen to undertake a safety assessment for the Shire of Narembeen. This assessment focuses on our Occupational Health and Safety, processes, procedures and practices. Once we receive the report a copy will be provided to Council for your information. Thank you to Rachael for her organisation and leadership with regard to Council's OHS.

### **Gross Rental Valuations**

During the week of 30<sup>th</sup> July to 3<sup>rd</sup> August 2018, Landgate had a valuation officer in Narembeen undertaking revaluation reviews for the GRV valuations to be updated effective 1 July 2019. GRV values are updated once every five years, whereas Unimproved Values, for outside of the town are revalued annually.

### **Drought Relief**

CRC Staff have commenced a project to raise funds to go towards drought relief in the Eastern States. Would Council like to contribute towards this initiative? Buy a Bale is asking \$100 for large bales.

### **CONSULTATION**

Chris Jackson

### **STATUTORY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

As per budget requirements or as reported above.

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC PLAN REFERENCE**

Narembeen Strategic Community Plan 2017 – 2027

*Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.*

2.1 Our organisation model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

### **RELATED PARTY TRANSACTIONS**

Nil

### **OFFICER RECOMMENDATION**

That Council receive the Executive Manager Corporate Services Report for August 2018 and endorse the associated actions.



4.27pm - Mr C Jackson exited the meeting.  
4.27pm - Cr A Hardham exited the meeting.  
4.28pm - Cr A Hardham returned to the meeting.  
4.31pm - Mr C Jackson returned to the meeting.  
4.33pm - Cr P Lines exited the meeting.

## **COUNCIL RESOLUTION**

**MIN 6687/18**      **MOTION** - Moved Cr. B Thomas                      2nd Cr. W Cowan

*That Council receive the Executive Manager Corporate Services Report for August 2018  
and endorse the associated actions.*

**CARRIED 6/0**

4.35pm - Cr P Lines returned to the meeting.

## **AGENDA ITEM 8.5.2: Narembeen Community Resource Centre Report – August 2018**

<b>Subject:</b>	Narembeen Community Resource Centre Report
<b>Applicant:</b>	N/A
<b>File Ref:</b>	N/A
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Leanne Brooke-Mee
<b>Date:</b>	9 <sup>th</sup> August 2018 Nil
<b>Attachments:</b>	

### **SUMMARY**

Council is to consider the Community Resource Centre Report for August 2018.

### **BACKGROUND**

The Narembeen Community Resource Centre (CRC) provides a report to Council each month highlighting events, projects and activities undertaken by them during the preceding month and any upcoming events, projects and activities.

### **COMMENT**

The report has been prepared for Council with a view to reporting on the Outcome Areas associated with the Department of Regional Development's funding for the CRC's Business and Action Plans.

The Outcome Areas are specified in the CRC's Activity Plan and identify a range of funded activities.

The report is set out below for Council's consideration.

#### **Community Training**

We are working with the Narembeen Community Shed and Be Connected to run a series of computer workshops for seniors.

#### **Business Training**

The CRC continues to provide training opportunities for the business community. We held a chainsaw course and will be holding a forklift course shortly.

#### **Wheatbelt World Cup**

This was a great event to work with the Police on and all the kids had a great time. We will continue to partner with them to deliver more services to the town.

#### **School Holiday Activities and Seniors Clubs**

The Narembeen Recreation Centre has kindly offered us the use of their meeting room for the duration of our relocation and this has been working very well and we appreciate their support.

#### **Upcoming Events:**

Buy A Bale Fundraiser  
Photography Competition  
Love your Body Week  
HC/MC Truck Licence

4.36pm - Cr A Wright exited the meeting.

## **CONSULTATION**

Sheree Thomas, Community & Economic Development Officer

## **STATUTORY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **STRATEGIC PLAN REFERENCE**

Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.

2.1 Our organisational model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

2.6 We articulate in our organisational plans and service delivery model the role of the Narembeen CRC as a community hub, providing library, community activities, skill development, connections and business initiatives in turn helping to help achieve our strategic goals.

Goal 3: We contribute to a healthy community.

3.1 We can provide leadership and networks to our local community groups to help them achieve their goals, identify common priorities and to provide opportunities for active participation in our community.

## **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

That Council receive the Narembeen Community Resource Centre Report for August 2018 and endorse the associated actions.

## **COUNCIL RESOLUTION**

**MIN 6688/18**      **MOTION** - Moved Cr. A Hardham                      2nd Cr. W Cowan

*That Council receive the Narembeen Community Resource Centre Report for August 2018 and endorse the associated actions.*

**CARRIED 6/0**

4.38pm - Cr A Wright returned to the meeting.

### AGENDA ITEM: 8.5.3 - July 2018 Schedule of Accounts

<b>Subject:</b>	July 2018 Schedule of
<b>Applicant:</b>	Accounts Shire of Narembreen
<b>File Ref:</b>	N/A
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Vanessa Wittstock
<b>Date:</b>	2 <sup>nd</sup> August 2018
<b>Attachments:</b>	List of Payments and Credit Card Statements

### SUMMARY

For Council to review the payments made in July 2018.

### BACKGROUND

A schedule of accounts paid during the month of July 2018 is provided as follows:

Municipal Cheque Account:	\$ 1,088,943.88
Trust Cheque Account:	\$ 200.00
CRC Cheque Account:	\$ 23,232.16

### COMMENT

The following payments greater than \$5,000.00 were made during the month of July 2018:

EFT11143	06/07/2018	Bitutek Pty Ltd	Supply & Spray CRS Emulsion + Spreader Truck & Operator	\$ 18,590.00
EFT11152	06/07/2018	Digby Slade	Re-grading Soldiers Road	\$ 10,817.00
EFT11169	06/07/2018	Narembreen Hardware and Ag Supplies	1100lt chemicals	\$ 30,940.31
EFT11172	06/07/2018	Narembreen Shire Council	Road Works undertaken on townsite bypass	\$ 55,071.50
EFT11178	06/07/2018	Rhonda Cole	President's Allowance November - June	\$ 7,066.67
EFT11189	06/07/2018	Western Stabilisers	Lime & Cement Stabilisation on Latham Road 25/05 - 29/05/2018	\$ 83,226.63
EFT11191	06/07/2018	Wheatbelt Business Network	Recognising, preparing & capturing opportunities for community's growth	\$ 14,576.10
EFT11199	19/07/2018	Avon Waste	399x dom rubbish x 4weeks	\$ 14,946.85
EFT11204	19/07/2018	Digby Slade	Re-grading Soldiers Road	\$ 10,992.80
EFT11205	19/07/2018	Dunnings Investments Pty Ltd	20.002l bulk diesel @ \$1.362	\$ 27,242.69
EFT11209	19/07/2018	IT Vision Australia Pty Ltd	Renewal of SyngerySoft & Annual Licence Fees for 5 users 01/07/18 - 30/06/19	\$ 21,382.68
EFT11218	19/07/2018	Narembreen Medical Centre	Provision of Medical Services Quarterly Fee	\$ 8,965.68
EFT11224	19/07/2018	RAMM Software Pty Ltd	Annual Support & Maintenance Fee 01/07/18 - 30/06/19	\$ 6,969.08

EFT11225	19/07/2018	Shire Of Corrigin	Roe Regional Environmental Health Services Scheme April - June 2018	\$ 8,217.00
EFT11239	19/07/2018	Zebra Creative Pty Ltd	Design development of signage typologies, furniture, landscaping & paving schedules + account management	\$ 6,105.00
EFT11240	27/07/2018	Core Business Australia Pty Ltd	AGRN743 WANDRRA Claim 17 - June 2018	\$ 40,279.81
EFT11241	27/07/2018	Leeuwin Civil Pty Ltd	AGRN743 Flood Recovery Works Progress Claim 12 - June 2018	\$ 590,597.26
DD9602.2	12/07/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 8,603.58
DD9614.2	26/07/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 9,040.31
11031	27/07/2018	Synergy - Western Power	Electricity Charges May to July 2018	\$ 10,458.75

## CONSULTATION

Nil

## STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg11. Payment of accounts

1. A local government is to develop procedures for the authorisation of and the payment of accounts to ensure that there is effective security for and properly authorised use of:
  - a. Cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and
  - b. Petty cash systems.
2. A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.
3. Payments made by a local government
  - a. Subject to sub regulation (4), are not to be paid in cash; and
  - b. Are to be made in a manner which allows identification of –
    - i. The method of payment;
    - ii. The authority for the payment; and
    - iii. The identity of the person who authorised the payment.
4. Nothing in sub regulation (3) (a) prevents a local government from making payments in cash from a petty cash system.

Reg 12. Payments from municipal fund or trust fund

1. A payment may only be made from the municipal fund or the trust fund –
  - a. If the local government has delegated the CEO the exercise of its power to make payments from those funds by the CEO; or

- b. Otherwise, if the payment is authorised in advance by a resolution of the council
2. The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

#### Reg 13. List of Accounts

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared;
  - a. The payee's name;
  - b. The amount of the payment;
  - c. The date of the payments; and
  - d. Sufficient information to identify the transaction.
2. A list of accounts for approval to be paid is to be prepared each month showing:
  - a. For each account which required council authorisation in that month –
    - i. The payee's name;
    - ii. The amount of the payment; and
    - iii. Sufficient information to identify the transaction.
  - b. The date of the meeting of the council to which the list is to be presented.
3. A list prepared under sub regulation (1) or (2) is to be –
  - a. Presented to the council at the next ordinary meeting of council after the list is prepared; and
  - b. Recorded in the minutes of that meeting.

### FINANCIAL IMPLICATIONS

Shire of Narembeen 2018/2019 Budget

### POLICY IMPLICATIONS

Nil

### STRATEGIC PLAN REFERENCE

Goal 2: Internal and external relationships actively grow our Shire population and positive financial position.

2.1 Our organisation model is responsive to economic conditions, the delivery of core services and infrastructure so too the successful pursuit of economic opportunities that benefit our community.

### RELATED PARTY TRANSACTIONS

Nil

### OFFICER RECOMMENDATION

That Council:-

1. Receive the Schedule of Accounts for July 2018, including those of the CRC; and
2. Receive the Credit Card Statements for July 2018 for the Shire.

## **COUNCIL RESOLUTION**

**MIN 6689/18**     **MOTION** - Moved Cr. P Lines

2nd Cr. K Mortimore

*That Council:-*

- 1. Receive the Schedule of Accounts for July 2018, including those of the CRC; and*
- 2. Receive the Credit Card Statements for July 2018 for the Shire.*

**CARRIED 7/0**



# SHIRE OF NAREMBEEN

## SCHEDULE OF ACCOUNTS SUBMITTED TO COUNCIL 15 AUGUST 2018

Chq/EFT	Date	Name	Description	Amount
EFT11139	06/07/2018	Alan Wright	Sitting Fees for Council Meeting November - June + Special October Meeting	\$ 1,120.00
EFT11140	06/07/2018	All Ways Foods	Cleaning Materials for Office	\$ 567.75
EFT11141	06/07/2018	Arthur Cousins	Breathalyser Recalibration	\$ 93.50
EFT11142	06/07/2018	Australian Services Union	Payroll deductions	\$ 51.70
EFT11143	06/07/2018	Bitutek Pty Ltd	Supply & Spray CRS Emulsion + Spreader Truck & Operator	\$ 18,590.00
EFT11144	06/07/2018	Castledex	Filing Base Sticker	\$ 50.68
EFT11145	06/07/2018	Chefmaster Australia	Rubbish bags/Bin liners for Office	\$ 215.25
EFT11146	06/07/2018	Chris Bray Electrics Pty Ltd	Remove and install new washing machine board	\$ 363.00
EFT11147	06/07/2018	Cody Express Transport	Transport of Bollards	\$ 64.22
EFT11148	06/07/2018	Copier Support	Meter Reading for Printing Charges 23/05 - 21/06/2018 for black and coloured copies	\$ 654.96
EFT11149	06/07/2018	Covs	Cartridge-Oil Filter	\$ 58.59
EFT11150	06/07/2018	Cr Amy Hardham	Sitting Fees Council Meetings November - June + Special Meeting October	\$ 1,280.00
EFT11151	06/07/2018	Cr Bevan Thomas	Sitting Fees Council Meetings November - June + Special Meeting October	\$ 1,808.00
EFT11152	06/07/2018	Digby Slade	Re-grading Soldiers Road Narembeen	\$ 10,817.00
EFT11153	06/07/2018	Donovan Ford	RH Drivers Window	\$ 190.89
EFT11154	06/07/2018	Dr Peter & Lucy Lines	Sitting Fees Council Meetings November - June + Special Meeting October	\$ 1,280.00
EFT11155	06/07/2018	Easifleet	Payroll deductions	\$ 664.83
EFT11156	06/07/2018	FS & S & M Lopez	Concrete (3.3cubes supplies)	\$ 1,343.10
EFT11157	06/07/2018	Gas-It Pipe Contracting	Traffic Management Plan & Control Diagrams	\$ 1,980.00
EFT11158	06/07/2018	Great Southern Fuel Supplies	Fuel Charges for CEO Car for June 2018	\$ 345.24
EFT11159	06/07/2018	Henry Schein Regional Pty Ltd	Monthly Digital IT Support	\$ 35.00
EFT11160	06/07/2018	Hitachi Construction Machinery Pty Ltd	8x blade inserts	\$ 2,615.11
EFT11161	06/07/2018	Irving Holdings WA	Fuel	\$ 1,091.06
EFT11162	06/07/2018	Jason Signmakers	2x White Windsocks (3.65mtr x 900mm)	\$ 786.61
EFT11163	06/07/2018	Kellie Jane Mortimore	Deputy President's Allowance + sitting fees	\$ 2,822.90
EFT11164	06/07/2018	LGIS Risk Management	LGISWA Great Eastern Regional Risk Coordination Programme 2nd instalment payment 30/09/2017 - 25/06/2018	\$ 4,478.10
EFT11165	06/07/2018	Landgate	Land Enquiry	\$ 50.60
EFT11166	06/07/2018	Narembeen IGA	Cleaning & electrical materials for Caravan park	\$ 791.47
EFT11167	06/07/2018	Narembeen Club Inc	2x cartons of Great Northern Stubbies	\$ 103.80
EFT11168	06/07/2018	Narembeen Community Resource Centre	Event Sponsorship for SOCK Week	\$ 1,980.00
EFT11169	06/07/2018	Narembeen Hardware and Ag Supplies	1100lt chemicals	\$ 30,940.31
EFT11170	06/07/2018	Narembeen Hardware and Ag Supplies - Building A/C	concrete paving sealer (15lt) + trevi entrance set keyed alike	\$ 2,009.39



EFT11171	06/07/2018	Narembeen P & C Association	Catering for May Council Meeting	\$ 200.00
EFT11172	06/07/2018	Narembeen Shire Council	Road Works undertaken on towns site bypass	\$ 55,071.50
EFT11173	cancelled			
EFT11174	06/07/2018	Navada Computer Services Pty Ltd	Onsite Installation & Repairs for CRC, Doctor & Fencepost Computers	\$ 2,550.75
EFT11175	06/07/2018	PM Services Narembeen	Wages for Waste Transfer Manager 16/06 - 29/06/18	\$ 2,496.00
EFT11176	06/07/2018	Perfect Computer Solutions Pty Ltd	Setup & install HyperV, look at setting record and configure edgerouter for altus	\$ 255.00
EFT11177	06/07/2018	Repeat Plastics (WA)	40x Bollards (125mm x 125mm x 1.5m)	\$ 2,185.33
EFT11178	06/07/2018	Rhonda Cole	President's Allowance November - June + sitting fees	\$ 7,066.67
EFT11179	06/07/2018	Robinson Group	8x folding tables - ESF	\$ 1,980.00
EFT11180	06/07/2018	Rylan Pty Ltd	Kerbing (Lay only)	\$ 709.50
EFT11181	06/07/2018	Sonic Boomsprays	Repair of old loom on boomspray	\$ 1,168.23
EFT11182	06/07/2018	Star Track Express	Freight from Eastern Hills Munding	\$ 45.16
EFT11183	06/07/2018	T - Quip	Atomic blades set	\$ 163.20
EFT11184	06/07/2018	Toll Ipec Pty Ltd	Freight from Westrac Perth	\$ 359.62
EFT11185	06/07/2018	Truck Centre (WA) Pty Ltd	12x wheel nuts	\$ 253.97
EFT11186	06/07/2018	Tudor House	2018 'Banners in the terrace' banner printing & delivery to WALGA	\$ 363.55
EFT11187	06/07/2018	Veeco Pty Ltd	Replacement control board for washing machine	\$ 967.34
EFT11188	06/07/2018	WA Contract Ranger Services	Ranger Services 19/06 + 28/06/2018	\$ 467.50
EFT11189	06/07/2018	Western Stabilisers	Lime & Cement Stabilisation on Latham Road 25/05 - 29/05/2018	\$ 83,226.63
EFT11190	06/07/2018	Westrac Equipment Pty Ltd	1x 208 litre TDTO 30	\$ 1,753.42
EFT11191	06/07/2018	Wheatbelt Business Network	Recognising, preparing & capturing opportunities for community's growth	\$ 14,576.10
EFT11192	06/07/2018	Wurth Australia Pty Ltd	Brake cleaner + adhesive bandages	\$ 215.56
EFT11193	19/07/2018	A & M Medical Services	Swimming Pool Annual Service Testing	\$ 140.29
EFT11194	19/07/2018	Ag Implements Narembeen	Screw	\$ 4.66
EFT11195	19/07/2018	All Ways Foods	Cleaning & Washing materials for Caravan Park Units/Amenities	\$ 117.47
EFT11196	19/07/2018	Aust Post	Postage Charges June 2018	\$ 128.37
EFT11197	19/07/2018	Australian Mineral Fertilisers	Soil Test	\$ 155.00
EFT11198	19/07/2018	Australian Services Union	Payroll deductions	\$ 51.70
EFT11199	19/07/2018	Avon Waste	399x dom rubbish x 4weeks	\$ 14,946.85
EFT11200	19/07/2018	Boc Gases	Gases for Depot	\$ 86.03
EFT11201	19/07/2018	CJB Carpentry	Install aluminium panel screen fence	\$ 2,917.20
EFT11202	19/07/2018	Chris Bray Electrics Pty Ltd	Install 5x Emergency Exit Lights	\$ 4,995.10
EFT11203	19/07/2018	Civic Legal	Professional Fees for Licence Agreement for Narembeen Town Project	\$ 1,237.50
EFT11204	19/07/2018	Digby Slade	Re-grading Soldiers Road	\$ 10,992.80
EFT11205	19/07/2018	Dunnings Investments Pty Ltd	20,002l bulk diesel @ \$1.362	\$ 27,242.69
EFT11206	19/07/2018	Easifleet	Payroll deductions	\$ 664.83
EFT11207	19/07/2018	Eastern Hills Saws And Mowers	log wedges & filing vises	\$ 150.00
EFT11208	19/07/2018	Fitz Gerald Strategies	Annual Subscription Rate for comprehensive IR & HR Services 2018/19	\$ 3,077.92
EFT11209	19/07/2018	IT Vision Australia Pty Ltd	Renewal of SyngerySoft & Annual Licence Fees for 5 users 01/07/18 - 30/06/19	\$ 21,382.68
EFT11210	19/07/2018	IT Vision User Group Inc	IT Vision User Group Subscription 01/07/18 - 30/06/19	\$ 748.00
EFT11211	19/07/2018	Initial	2 sanitary disposal services	\$ 418.02

EFT11212	19/07/2018	Ixom	Chlorine for Pool	\$	81.84
EFT11213	19/07/2018	Kleenheat Gas	Gas for Rec Centre	\$	850.30
EFT11214	19/07/2018	Merredin Glazing Service	Refit window frame to glass	\$	189.20
EFT11215	19/07/2018	Narembeen Club Inc	Refreshments for Rebranding Workshop for Councillors, Staff & Community members	\$	338.80
EFT11216	19/07/2018	Narembeen Community Resource Centre	Chainsaw Course + Learning Guide for Richard Gausden, Morgan Cowan, Casey Conope, Grame Dowsett, Michael Hall, Walter Patterson, Stephen Sherwood, Neil Wasley, Peter Hills, Shane Biddulph, Glen Sands, Isaac Fitch	\$	3,187.50
EFT11217	19/07/2018	Narembeen Engineering And Steel Supplies	Supply & install generator fence	\$	3,300.00
EFT11218	19/07/2018	Narembeen Medical Centre	Provision of Medical Services Quarterly Fee	\$	8,965.68
EFT11219	19/07/2018	Narembeen Tyre service	Batteries	\$	1,109.00
EFT11220	19/07/2018	Ness Gas Supplies	45kg Gas Bottle	\$	240.00
EFT11221	19/07/2018	Neu-Tech Auto Electrics	Repairs to Farmscan 5206	\$	166.05
EFT11222	19/07/2018	PM Services Narembeen	Waste Station Managers Wages 30/06 - 13/07/18	\$	2,496.00
EFT11223	19/07/2018	Perfect Computer Solutions Pty Ltd	Computer Specialists Labour (Upgrade Synergy, Webcam)	\$	850.00
EFT11224	19/07/2018	RAMM Software Pty Ltd	Annual Support & Maintenance Fee 01/07/18 - 30/06/19	\$	6,969.08
EFT11225	19/07/2018	Shire Of Corrigin	Roe Regional Eviornmental Health Services Scheme April - June 2018	\$	8,217.00
EFT11226	19/07/2018	Star Track Express	Freight from Eastern Hills Saws and Mowers	\$	43.73
EFT11227	19/07/2018	The Fence Post Inc.	2/3page Adervisment for Finance Officer Position (04/07/2018 + 11/07/2018)	\$	40.00
EFT11228	19/07/2018	Toll Ipec Pty Ltd	Freight from Conplant	\$	71.77
EFT11229	19/07/2018	Town Planning Innovations	General Planning Services	\$	680.63
EFT11230	19/07/2018	Truckline	1x spring brake valve	\$	525.38
EFT11231	19/07/2018	Varley Transport	Cartage for 2x 7mm stone (@ 60tonnes each) from Hanson Byford to Narembeen on 07/06 + 08/06/2018	\$	4,082.96
EFT11232	19/07/2018	WA Contract Ranger Services	Ranger Services 02/07/18 + 10/07/18	\$	654.50
EFT11233	19/07/2018	WA Fire Protection	Inspect fire equipment at Rec Centre	\$	414.48
EFT11234	19/07/2018	WA Regional Plumbing	Inspect & repair dishwasher	\$	110.00
EFT11235	19/07/2018	WALGA	Short Course for Kellie Moritmore - CEO Performance Appraisals (31/07/18)	\$	1,420.00
EFT11236	19/07/2018	Waterman Irrigation	Standpipe Remote Access Charges	\$	1,411.85
EFT11237	19/07/2018	Western Australian Treasury Corporation	Loan Guarantee Fee	\$	3,572.29
EFT11238	19/07/2018	Winstons Meat And Provisions	Dinner for Council Meeting May + June, Sausages for Staff Together	\$	152.97
EFT11239	19/07/2018	Zebra Creative Pty Ltd	Design development of signage typologies, furniture, landscaping & paving schedules + account	\$	6,105.00
EFT11240	27/07/2018	Core Business Australia Pty Ltd	AGRN743 WANDRRA Claim 17 - June 2018	\$	40,279.81
EFT11241	27/07/2018	Leeuwin Civil Pty Ltd	AGRN743 Flood Recovery Works Progress Claim 12 - June 2018	\$	590,597.26
				<b>TOTAL EFT PAYMENTS \$ 1,041,898.28</b>	

DB9599.1	02/07/2018	BUPA Australia	DD Heath Insurance CEO	\$	433.40
DB9602.1	12/07/2018	Australian Super	Superannuation contributions	\$	881.21
DB9602.2	12/07/2018	WA Local Government Superannuation Plan	Payroll deductions	\$	8,603.58
DB9602.3	12/07/2018	CBUS Super	Superannuation contributions	\$	80.28
DB9602.4	12/07/2018	Prime Superannuation Fund	Superannuation contributions	\$	229.71
DB9602.5	12/07/2018	Plum Super Fund	Superannuation contributions	\$	229.71

DD9602.6	12/07/2018	AMP Life Limited	Superannuation contributions	\$ 241.11
DD9602.7	12/07/2018	IOOF Employer Super	Superannuation contributions	\$ 321.98
DD9605.1	11/07/2018	Commander Australia Pty Ltd	Admin Office phone charges	\$ 68.51
DD9611.1	13/07/2018	Nib Health Insurance	EMCS health insurance	\$ 198.34
DD9614.1	26/07/2018	Australian Super	Superannuation contributions	\$ 776.89
DD9614.2	26/07/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 9,040.31
DD9614.3	26/07/2018	CBUS Super	Superannuation contributions	\$ 229.71
DD9614.4	26/07/2018	Prime Superannuation Fund	Superannuation contributions	\$ 181.78
DD9614.5	26/07/2018	Plum Super Fund	Superannuation contributions	\$ 229.71
DD9614.6	26/07/2018	AMP Life Limited	Superannuation contributions	\$ 241.11
DD9614.7	26/07/2018	IOOF Employer Super	Superannuation contributions	\$ 321.98
DD9619.1	18/07/2018	On Hold Productions PTY LTD	On hold recording	\$ 75.90
DD9624.1	23/07/2018	Bankwest	Direct Debit - Bankwest	\$ 2,890.28
DD9631.1	31/07/2018	BUPA Australia	DD Heath Insurance CEO	\$ 433.40
<b>TOTAL DIRECT DEBIT PAYMENTS \$</b>				<b>25,708.90</b>

Chq/EFT	Date	Name	Description	
11025	06/07/2018	Cr Scott Stirrat	Travel Allowance October - June 2018	\$ 2,720.00
11026	06/07/2018	Cr William Cowan	Travel Allowance October - June 2018	\$ 2,624.00
11027	06/07/2018	Narembreen Shire Council	Building Service Levy for 19 Churchill Street	\$ 61.65
11028	19/07/2018	Synergy - Western Power	Electricity Charges for 79 Streetlights from 25 Feb - 24 Jun 2018	\$ 2,071.35
11029	19/07/2018	Telstra	Phone Charges up to 24 June '18	\$ 2,491.91
11030	19/07/2018	Water Corporation	Trade Waste Permit Charges Currall Street Lot 20378	\$ 464.90
11031	27/07/2018	Synergy - Western Power	Electricity Charges for Lot 1A Currall Street from 09 May - 05 Jul 2018	\$ 10,458.75
11032	27/07/2018	Telstra	Phone Charges for 24 Latham Road up to 09 Jul 2018	\$ 399.06
11033	27/07/2018	Water Corporation	Water Charges for Standpipe at Kondinin-Narembreen Rd Lot 1 01/07 - 31/08/18	\$ 45.08
<b>TOTAL CHEQUE PAYMENTS \$</b>				<b>21,336.70</b>
<b>TOTAL MUNICIPAL PAYMENTS \$</b>				<b>1,088,943.88</b>

Chq/EFT	Date	Name	Description	
318	06/07/2018	Narembreen Shire Council	BUS BOND FROM GINA DELUIS USED AS PAYMENT FOR KM	\$ 200.00
<b>TOTAL TRUST PAYMENTS \$</b>				<b>200.00</b>

Chq/EFT	Date	Name	Description	
00023270	3/07/2018	Australia Post	Total supply ending 30/06/2018	\$42.43
00023271	3/07/2018	Shire of Narembreen - Supplier	Wages & Super June 2018,	\$14,097.52
00023272	6/07/2018	Dorcas Clothing	Second - hand goods - Sheets to cover printers	\$6.00
00023273	19/07/2018	Leanne Brooke-mee	Reimbursement for purchases made - ClientThumb Drives, CRC DVD Player	\$53.85
00023274	19/07/2018	Narembreen Roadhouse	x2 Hot Food Platters, x2 Sandwich platters - Chainsaw Course	\$260.00
00023275	4/07/2018	Accent Rubber Stamps & Trophies	Self inking stamp - Client Purchase	\$56.71
00023276	19/07/2018	Shire of Narembreen - Supplier	Gym Membership Card Bond - 15 Jan - 30 June 2018	\$1,500.00

00023277	11/07/2018	Synergy		Electricity Account - Unit 2/19 CHurchill Street 11 May - 11 July	\$400.30
00023278	11/07/2018	Shire of Narembreen - Supplier		Gym Memberships received 15/01/2018 - 30/06/2018	\$3,569.00
00023279	19/07/2018	Copier Support		Black copies printed - 1009 Black copies printed - 1009	\$259.72
00023280	20/07/2018	Bernie Drag		x1 A2 Canvas, x1 A1 Canvas	\$126.50
00023281	24/07/2018	A-Team Printing		200 x A3 Visitor Maps - Narembreen, 200 x directory, 12 x A4 Client Merch	\$2,511.80
00023283	11/07/2018	Synergy		Electricity Account - 15 Longhurst Street 11 May - 11 July	\$228.95
00023284	25/07/2018	Neopost Australia Pty Ltd		A3 Laminating Pouches	\$119.41
					<b>\$ 23,232.16</b>



### Credit Card Purchases

EMCS 3 July 2018 - 1 August 2018

Date	Store	Description	Amount
29/06/2018	The Flower Farmacy	Flowers for Y Collard	\$ 100.00
9/07/2018	The Lakes BP	Fuel for NB01	\$ 69.04
13/07/2018	Officeworks Online	Stationery for Admin	\$ 74.12
18/07/2018	CTI Logistics	Freight of Honour board	\$ 462.41
18/07/2018	Kmart Online	Bedding for Caravan Park	\$ 227.67
<b>EMCS Credit Card Payments</b>			<b>\$ 933.24</b>



213BC3C 000125 (053N)

MISS BONNIE MADELINE COLE  
SHIRE OF NAREMBEEN  
1 LONGHURST ST  
NAREMBEEN WA 6369

Account Number 5586 0203 0212 1909

Period 3 Jul 18 - 1 Aug 18

Monthly Spend Limit \$10,000

## SUMMARY OF YOUR SPEND

Purchases	\$933.24
Cash Advances & Balance Transfers	\$0.00

## YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
29 JUN 18	SQ *THE FLOWER FARMACY	KULIN	WA	\$100.00	
09 JUL 18	BP THE LAKES 1903	CHIDLOW	WA	\$69.04	
13 JUL 18	OFWKS ONLINE BENTLEIGH	E 03	AUS	\$74.12	
18 JUL 18	CTI LOGISTICS LTD	WEST PERTH	WA	\$462.41	
18 JUL 18	KMART ONLINE	03	AUS	\$227.67	
<b>Total</b>				<b>\$933.24</b>	<b>\$0.00</b>

REVIEWED

APPROVED



213BC3C 000124 (053N)

CARD ADMINISTRATOR  
SHIRE OF NAREMBEEN  
1 LONGHURST ST  
NAREMBEEN WA 6369

Account Name **SHIRE OF NAREMBEEN**Period **3 Jul 18 - 1 Aug 18**Facility Limit **\$10,000**

To pay by cheque, simply detach this cut off slip and refer to the instructions overleaf on how to return to Bankwest.

## YOUR ACCOUNT SUMMARY

<b>Opening Balance</b>	<b>\$1,702.31</b>
Purchases	\$0.00
Withdrawals	\$0.00
(Cash Advances & Balance Transfers)	
Interest & Other Charges	\$0.00
Payments & Other Credits	\$1,702.31 CR
<b>Closing Balance</b>	<b>\$0.00</b>

## PAYMENT REQUIRED

Account Name	<b>SHIRE OF NAREMBEEN</b>
Account Number	<b>5586 0290 5108 5264</b>
Payment Due Date	21 Aug 18
Minimum Payment	\$0.00
For details on how to make payments please see over	

## YOUR CARDHOLDER ACTIVITY SUMMARY

Name	Account	Spending Limit	Purchases & Withdrawals	Interest & Other Charges	Payments & Other Credits
BILLING ACCOUNT	5586029051085264		\$0.00	\$0.00	\$1,702.31 CR
JACKSON, CHRISTOPHER G	5586020788115284	\$10,000.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>		<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,702.31 CR</b>

## YOUR INTEREST RATES

Purchases	17.99% p.a.	Balance Transfers	17.99% p.a.	Cash	17.99% p.a.
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## YOUR TRANSACTION SUMMARY

Date	Description		Debit	Credit
23 JUL 18	PERIODICAL PAYMENTS	06		\$1,702.31
<b>Total</b>			<b>\$0.00</b>	<b>\$1,702.31 CR</b>

**REVIEWED**
**APPROVED**



## **AGENDA ITEM: 8.5.4 - Financial Report July 2018**

<b>Subject:</b>	Financial Report July
<b>Applicant:</b>	2018 Shire of Narembeen
<b>File Ref:</b>	N/A
<b>Disclosure of Interest (Staff):</b>	Nil
<b>Disclosure of Interest (Member):</b>	Nil
<b>Author:</b>	Bonnie Cole
<b>Date:</b>	7 <sup>th</sup> August 2018
<b>Attachments:</b>	July 2018 Financial Report; Bank Reconciliation for July 2018; Outstanding Rates Report as at 2/8/18

### **SUMMARY**

To review Council finances as required by legislation.

### **BACKGROUND**

The attached Financial Reports (including Statement of Financial Activity) are submitted on behalf of the Shire of Narembeen for the period ending 31 July 2018.

### **COMMENT**

Council's closing position at 31 July 2018 amounts to \$2,936,902 with current assets of \$5,939,586 and \$2,445,103 of reserve funds.

### **CONSULTATION**

Finance Officer  
Administration Officer  
Senior Staff

### **STATUTORY IMPLICATIONS**

Local Government (Financial Management) Regulations

Reg 34 Financial Activity Statement

### **FINANCIAL IMPLICATIONS**

Shire of Narembeen 2018/2019 Budget

### **POLICY IMPLICATIONS**

Nil

### **STRATEGIC PLAN REFERENCE**

Nil

### **RELATED PARTY TRANSACTIONS**

Nil

## **OFFICER RECOMMENDATION**

That Council:-

1. Receive the Shire of Narembeen's Financial Report for the month of July 2018;
2. Receive the bank reconciliation for the month of July 2018 for all Shire Bank Accounts;  
and
3. Receive the Narembeen Community Resource Centre Financial Report for the month of July 2018.

## **COUNCIL RESOLUTION**

**MIN 6690/18**     **MOTION** - Moved Cr. A Wright

2nd Cr. B Thomas

*That Council:-*

1. *Receive the Shire of Narembeen's Financial Report for the month of July 2018;*
2. *Receive the bank reconciliation for the month of July 2018 for all Shire Bank Accounts;  
and*
3. *Receive the Narembeen Community Resource Centre Financial Report for the month of July 2018.*

**CARRIED 7/0**

**SHIRE OF NAREMBEEN**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 July 2018**

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

**TABLE OF CONTENTS**

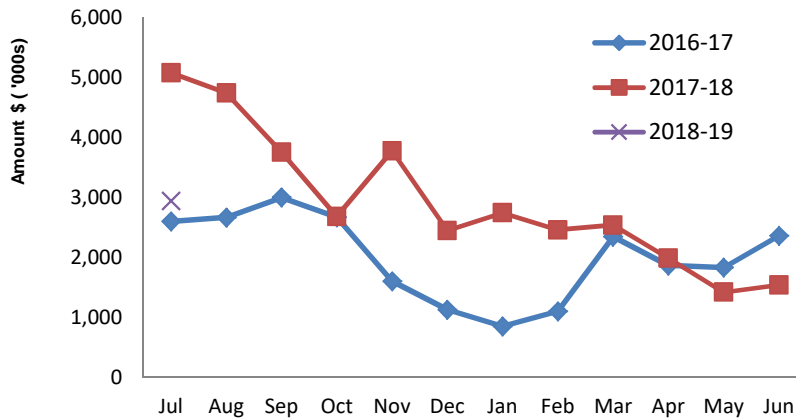
Compilation Report	
Monthly Summary Information	
Statement of Financial Activity by Program	
Statement of Financial Activity By Nature or Type	
Statement of Budget Amendments	
Note 1	Significant Accounting Policies
Note 2	Explanation of Material Variances
Note 3	Net Current Funding Position
Note 4	Cash and Investments
Note 5	Budget Amendments
Note 6	Receivables
Note 7	Cash Backed Reserves
Note 8	Capital Disposals
Note 9	Rating Information
Note 10	Information on Borrowings
Note 11	Grants and Contributions
Note 12	Trust
Note 13	Capital Expenditure

# Shire of Narembeen

## Monthly Summary Information

For the Period Ended 31 July 2018

**Liquidity Over the Year (Refer Note 3)**



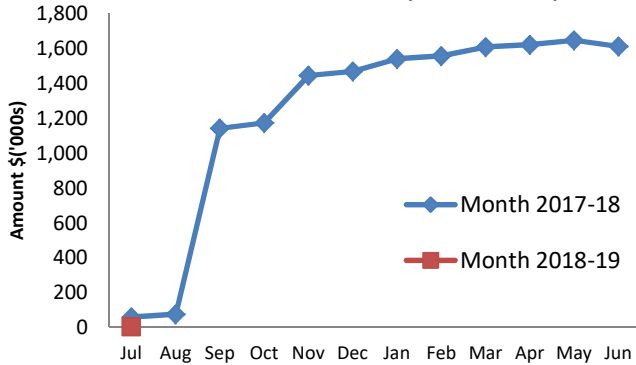
### Cash and Cash Equivalents as at period end

Unrestricted	\$ 1,522,791
Restricted	\$ 2,445,103
	<u>\$ 3,967,894</u>

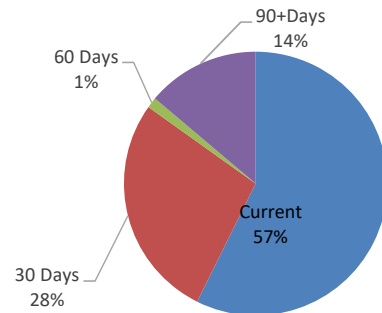
### Receivables

Rates	\$ 1,805,577
Other	\$ 60,809
	<u>\$ 1,866,386</u>

**Rates Collected (Refer Note 6)**



**Accounts Receivable Ageing (non- rates)  
(Refer Note 6)**



### Comments

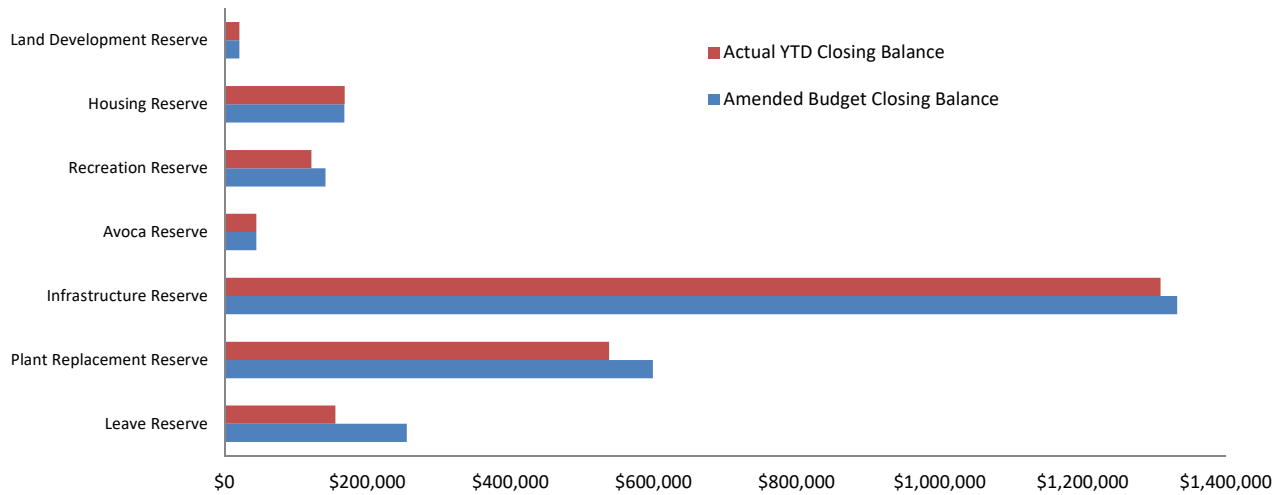
This information is to be read in conjunction with the accompanying Financial Statements and notes.

# Shire of Narembeen

## Monthly Summary Information

For the Period Ended 31 July 2018

Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



### Comments

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

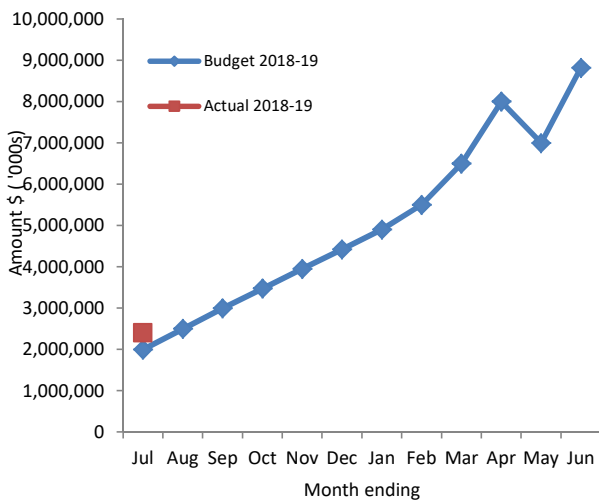
# Shire of Narembeen

## Monthly Summary Information

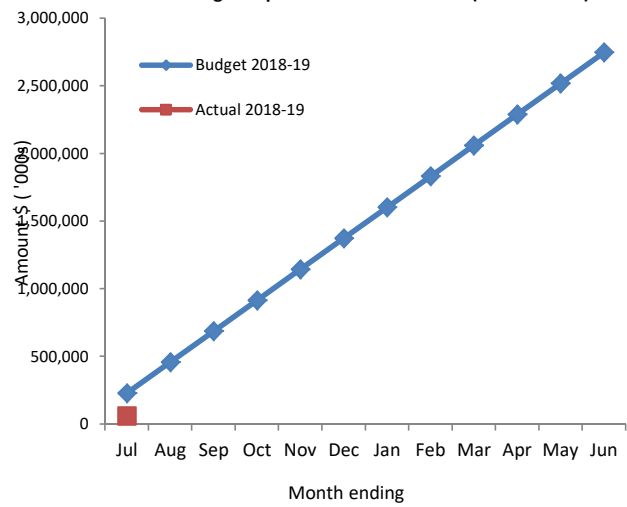
For the Period Ended 31 July 2018

### Revenues

Budget Operating Revenues -v- Actual (Refer Note 2)

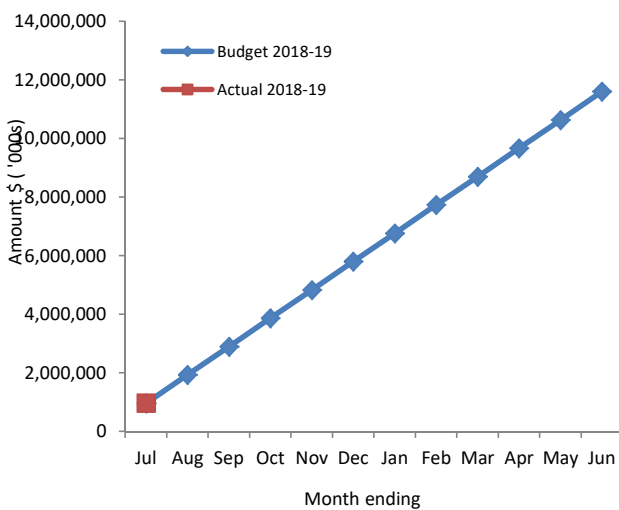


Budget Capital Revenue -v- Actual (Refer Note 2)

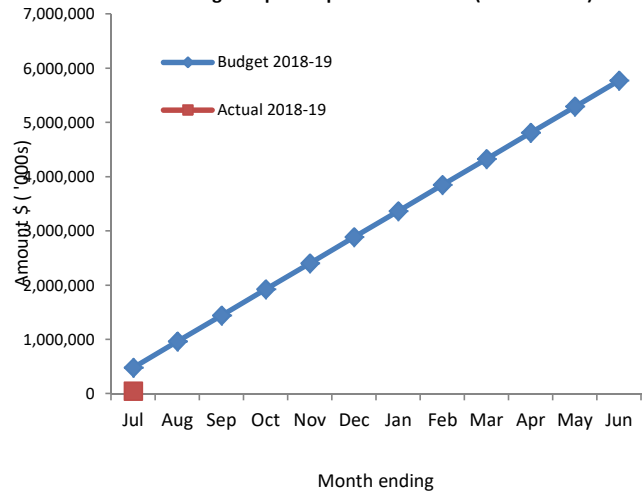


### Expenditure

Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



### Comments

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

## Shire of Narembeen

### Compilation Report

For the Period Ended 31 July 2018

### Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

### Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.

No matters of significance are noted.

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 July 2018 of \$2,936,901.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

### Preparation

Prepared by: Rachael Moore

Reviewed by: Bonnie Cole

Date prepared: 30-Aug-18

**SHIRE OF NAREMBEEN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 July 2018**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
Governance		44,000	3,665	15,659	11,994	327.26%	
General Purpose Funding - Rates	9	1,669,192	1,669,192	1,719,255	50,063	3.00%	
General Purpose Funding - Other		1,156,467	(1,433,725)	4,854	1,438,579	(100.34%)	
Law, Order and Public Safety		71,166	(177,406)	50,279	227,685	(128.34%)	
Housing		120,793	9,811	10,032	221	2.25%	
Community Amenities		462,747	(213,083)	105,290	318,373	(149.41%)	
Recreation and Culture		57,005	(36,918)	116	37,034	(100.32%)	
Transport		4,359,520	(694,472)	315,499	1,009,971	(145.43%)	
Economic Services		256,800	21,396	147,014	125,618	587.11%	▲
Other Property and Services		667,007	55,578	31,524	(24,054)	(43.28%)	
<b>Total Operating Revenue</b>		<b>8,864,697</b>	<b>(795,962)</b>	<b>2,399,522</b>	<b>3,195,483</b>		
<b>Operating Expense</b>							
Governance		(364,779)	(24,644)	(126,709)	(102,065)	(414.16%)	▼
General Purpose Funding		(117,860)	(9,820)	23	9,843	100.24%	▲
Law, Order and Public Safety		(210,201)	(17,458)	(4,959)	12,499	71.60%	▲
Health		(171,933)	(14,257)	(18,140)	(3,883)	(27.24%)	
Housing		(198,966)	(16,202)	(11,277)	4,925	30.39%	▲
Community Amenities		(814,547)	(66,453)	(32,294)	34,159	51.40%	▲
Recreation and Culture		(1,191,014)	(97,553)	(33,592)	63,961	65.57%	▲
Transport		(7,582,040)	(625,359)	(702,740)	(77,381)	(12.37%)	▼
Economic Services		(507,202)	(41,046)	(17,390)	23,656	57.63%	▲
Other Property and Services		(450,417)	(42,678)	(16,400)	26,278	61.57%	▲
<b>Total Operating Expenditure</b>		<b>(11,608,959)</b>	<b>(955,470)</b>	<b>(963,478)</b>	<b>(8,008)</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		3,825,297	318,767	0	(318,767)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(36,698)	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
<b>Net Cash from Operations</b>		<b>1,044,337</b>	<b>(1,432,665)</b>	<b>1,436,044</b>	<b>2,868,708</b>		
<b>Capital Revenues</b>							
Grants, Subsidies and Contributions	11	2,747,016	217,083	57,253	(159,830)	(73.63%)	
Proceeds from Disposal of Assets	8	200,280	0	0	0		
<b>Total Capital Revenues</b>		<b>2,947,296</b>	<b>217,083</b>	<b>57,253</b>	<b>(159,830)</b>		
<b>Capital Expenses</b>							
Land and Buildings	13	(1,737,373)	(13,485)	(13,485)	0	0.00%	
Infrastructure - Roads	13	(2,795,393)	(33,115)	(33,115)	0	0.00%	
Plant and Equipment	13	(1,136,249)	0	0	0		▲
Furniture and Equipment	13	(90,000)	(2,712)	(2,712)	0	0.00%	
<b>Total Capital Expenditure</b>		<b>(5,759,015)</b>	<b>(49,313)</b>	<b>(49,313)</b>	<b>0</b>		
<b>Net Cash from Capital Activities</b>		<b>(2,811,719)</b>	<b>167,770</b>	<b>7,940</b>	<b>(159,830)</b>		
<b>Financing</b>							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,275	0	0	0		
Transfer from Reserves	7	572,373	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(67,639)	0	0	0		
Transfer to Reserves	7	(222,011)	(3,211)	(3,211)	0	0.00%	
<b>Net Cash from Financing Activities</b>		<b>288,998</b>	<b>(3,211)</b>	<b>(3,211)</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,478,384)</b>	<b>(1,268,106)</b>	<b>1,440,772</b>	<b>2,708,878</b>		
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,493,384</b>	<b>1,493,384</b>	<b>1,496,129</b>	<b>2,745</b>		
<b>Closing Funding Surplus(Deficit)</b>	3	<b>15,000</b>	<b>225,278</b>	<b>2,936,901</b>	<b>2,711,623</b>		

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.

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



**SHIRE OF NAREMBEEN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 July 2018**

	Note	Amended Annual Budget	YTD Actual (b)
<b>Operating Revenues</b>		\$	\$
Rates	9	1,669,192	1,719,255
Operating Grants, Subsidies and Contributions	11	5,917,036	470,523
Fees and Charges		1,151,926	204,951
Service Charges		0	
Interest Earnings		79,800	4,794
Other Revenue		0	1
Profit on Disposal of Assets	8	46,743	0
<b>Total Operating Revenue</b>		<b>8,864,697</b>	<b>2,399,524</b>
<b>Operating Expense</b>			
Employee Costs		(1,929,582)	(159,671)
Materials and Contracts		(5,310,774)	(690,602)
Utility Charges		(253,550)	(16,198)
Depreciation on Non-Current Assets		(3,825,297)	0
Interest Expenses		(54,949)	12,081
Insurance Expenses		(195,262)	(109,089)
Other Expenditure		(29,500)	0
Loss on Disposal of Assets	8	(10,045)	0
<b>Total Operating Expenditure</b>		<b>(11,608,959)</b>	<b>(963,479)</b>
<b>Funding Balance Adjustments</b>			
Add back Depreciation		3,825,297	0
Adjust (Profit)/Loss on Asset Disposal	8	(36,698)	0
Adjust Provisions and Accruals		0	0
<b>Net Cash from Operations</b>		<b>1,044,337</b>	<b>1,436,045</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	11	2,747,016	57,253
Proceeds from Disposal of Assets	8	200,280	0
<b>Total Capital Revenues</b>		<b>2,947,296</b>	<b>57,253</b>
<b>Capital Expenses</b>			
Land and Buildings	13	(1,737,373)	(13,485)
Infrastructure - Roads	13	(2,795,393)	(33,115)
Plant and Equipment	13	(1,136,249)	0
Furniture and Equipment	13	(90,000)	(2,712)
<b>Total Capital Expenditure</b>		<b>(5,759,015)</b>	<b>(49,313)</b>
<b>Net Cash from Capital Activities</b>		<b>(2,811,719)</b>	<b>7,940</b>
<b>Financing</b>			
Proceeds from New Debentures		0	0
Proceeds from Advances		0	0
Self-Supporting Loan Principal		6,275	0
Transfer from Reserves	7	572,373	0
Advances to Community Groups		0	0
Repayment of Debentures	10	(67,639)	0
Transfer to Reserves	7	(222,011)	(3,211)
<b>Net Cash from Financing Activities</b>		<b>288,998</b>	<b>(3,211)</b>
<b>Net Operations, Capital and Financing</b>		<b>(1,478,384)</b>	<b>1,440,774</b>
<b>Opening Funding Surplus(Deficit)</b>	3	<b>1,493,384</b>	<b>1,496,129</b>
<b>Closing Funding Surplus(Deficit)</b>	3	<b>15,000</b>	<b>2,936,903</b>

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

**SHIRE OF NAREMBEEN**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 July 2018**

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget
<b>Operating Revenues</b>	\$	\$	\$
Governance	44,000		44,000
General Purpose Funding - Rates	1,669,192		1,669,192
General Purpose Funding - Other	1,156,467		1,156,467
Law, Order and Public Safety	71,166		71,166
Housing	120,793		120,793
Community Amenities	462,747		462,747
Recreation and Culture	57,005		57,005
Transport	4,359,520		4,359,520
Economic Services	256,800		256,800
Other Property and Services	667,007		667,007
<b>Total Operating Revenue</b>	<b>8,864,697</b>	<b>0</b>	<b>8,864,697</b>
<b>Operating Expense</b>			
Governance	(364,779)		(364,779)
General Purpose Funding	(117,860)		(117,860)
Law, Order and Public Safety	(210,201)		(210,201)
Health	(171,933)		(171,933)
Housing	(198,966)		(198,966)
Community Amenities	(814,547)		(814,547)
Recreation and Culture	(1,191,014)		(1,191,014)
Transport	(7,582,040)		(7,582,040)
Economic Services	(507,202)		(507,202)
Other Property and Services	(450,417)		(450,417)
<b>Total Operating Expenditure</b>	<b>(11,608,959)</b>	<b>0</b>	<b>(11,608,959)</b>
<b>Funding Balance Adjustments</b>			
Add back Depreciation	3,825,297		3,825,297
Adjust (Profit)/Loss on Asset Disposal	(36,698)		(36,698)
Adjust Provisions and Accruals			0
<b>Net Cash from Operations</b>	<b>1,044,337</b>	<b>0</b>	<b>1,044,337</b>
<b>Capital Revenues</b>			
Grants, Subsidies and Contributions	2,747,016		2,747,016
Proceeds from Disposal of Assets	200,280		200,280
<b>Total Capital Revenues</b>	<b>2,947,296</b>	<b>0</b>	<b>2,947,296</b>
<b>Capital Expenses</b>			
Land Held for Resale	0		0
Land and Buildings	(1,737,373)		(1,737,373)
Infrastructure - Roads	(2,795,393)		(2,795,393)
Plant and Equipment	(1,136,249)		(1,136,249)
Furniture and Equipment	(90,000)		(90,000)
<b>Total Capital Expenditure</b>	<b>(5,759,015)</b>	<b>0</b>	<b>(5,759,015)</b>
<b>Net Cash from Capital Activities</b>	<b>(2,811,719)</b>	<b>0</b>	<b>(2,811,719)</b>
<b>Financing</b>			
Proceeds from New Debentures			0
Self-Supporting Loan Principal	6,275		6,275
Transfer from Reserves	572,373		572,373
Repayment of Debentures	(67,639)		(67,639)
Transfer to Reserves	(222,011)	0	(222,011)
<b>Net Cash from Financing Activities</b>	<b>288,998</b>	<b>0</b>	<b>288,998</b>
<b>Net Operations, Capital and Financing</b>	<b>(1,478,384)</b>	<b>0</b>	<b>(1,478,384)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>1,493,384</b>		<b>1,493,384</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES**

**(a) 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.

**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.

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

**(c) Rounding Off Figures**

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

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

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.

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(f) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**(g) Trade and Other Receivables**

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.

**(h) Inventories**

***General***

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.

***Land Held for Resale***

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	25 to 50 years
Construction other than Buildings (Public Facilities)	5 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Heritage Assets	25 to 50 years
Roads	25 years
Footpaths	50 years
Sewerage Piping	75 years
Water Supply Piping and Drainage Systems	75 years

**(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, 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 Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

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

The liability for long service leave is recognised in the provision for employee benefits and measured as the 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 Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(m) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***Borrowing Costs***

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(n) 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.

**(o) Current and Non-Current Classification**

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

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications**

**Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

*"A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives"*

The Strategic Community Plan defines the key objectives of the Shire as:

*"Economic: A strong, resilient and balanced economy.*

*Environment: Our unique natural and built environment is protected and enhanced.*

*Social: Our community enjoys a high quality of life.*

*Civic Leadership: A collaborative and engaged community."*

**(s) Reporting Programs**

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

**GENERAL PURPOSE FUNDING**

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

**LAW, ORDER, PUBLIC SAFETY**

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

**HEALTH**

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.



**SHIRE OF NAREMBEEN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 July 2018**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(s) Reporting Programs (Continued)**

**HOUSING**

Provision and maintenance of rented housing accommodation for pensioners and employees.

**COMMUNITY AMENITIES**

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

**RECREATION AND CULTURE**

Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps, foreshore, public halls and Shark Bay Recreation Centre.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

**ECONOMIC SERVICES**

Tourism, community development, pest control, building services, caravan parks and private works.

**OTHER PROPERTY & SERVICES**

Plant works, plant overheads and stock of materials.

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 2: EXPLANATION OF MATERIAL VARIANCES BY REPORTING PROGRAM**

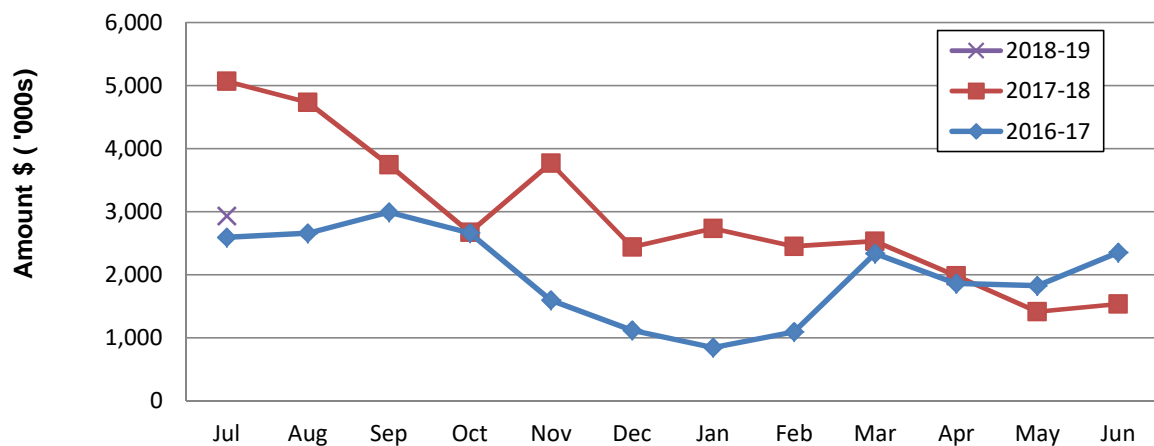
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	11,994	327.26%		Permanent	
General Purpose Funding - Rates	50,063	3.00%			
General Purpose Funding - Other	1,438,579	(100.34%)		Timing	Timing profile error
Law, Order and Public Safety	227,685	(128.34%)		Timing	ESL raised with rates and grant for CCTV
Health	0				
Housing	221	2.25%			
Community Amenities	318,373	(149.41%)		Timing	Rubbish raised with rates
Recreation and Culture	37,034	(100.32%)		Timing	Annual fees not raised
Transport	1,009,971	(145.43%)		Timing	Grant income not received
Economic Services	125,618	587.11%	▲	Timing	Skeleton weed funding received
Other Property and Services	(24,054)	(43.28%)			
<b>Operating Expenditure</b>					
Governance	(102,065)	(414.16%)	▼	Timing	Insurance
General Purpose Funding	9,843	100.24%	▲		
Law, Order and Public Safety	12,499	71.60%	▲		
Health	(3,883)	(27.24%)			
Housing	4,925	30.39%	▲		
Community Amenities	34,159	51.40%	▲	Timing	Works not commenced
Recreation and Culture	63,961	65.57%	▲	Timing	Works not commenced
Transport	(77,381)	(12.37%)	▼	Timing	WANDRRA works for June paid
Economic Services	23,656	57.63%	▲	Permanent	
Other Property and Services	26,278	61.57%	▲	Timing	
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	(159,830)	(73.63%)		Timing	Funding not received
Proceeds from Disposal of Assets	0				
<b>Capital Expenses</b>					
Land and Buildings	0	0.00%			
Infrastructure - Roads	0	0.00%			
Plant and Equipment	0	0.00%			
Furniture and Equipment	0	0.00%			

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 3: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Jul 2018	Previous Period	Same Period Last year
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	1,522,791	2,001,769	1,995,363
Cash Restricted	4	2,445,103	2,441,892	1,844,950
Receivables - Rates	6	1,805,577	82,534	95,896
Receivables -Other	6	151,183	103,783	23,621
Inventories		14,932	14,932	19,457
		5,939,586	4,644,910	3,979,287
<b>Less: Current Liabilities</b>				
Payables		(278,240)	(427,211)	(232,422)
Provisions		(340,705)	(340,705)	(243,257)
		(618,944)	(767,916)	(475,680)
Less: Cash Reserves	7	(2,445,105)	(1,873,668)	(1,844,950)
Net Adjustment for Borrowings.		61,365	61,365	(3,680)
<b>Net Current Funding Position</b>		<b>2,936,902</b>	<b>2,064,691</b>	<b>1,654,977</b>

**Note 3 - Liquidity Over the Year**



**Comments - Net Current Funding Position**

The Spike in funding in November was due to the receipt of Financial Assistance Grants, Road Project grants and Grants for the Emergency Services Building

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 4: CASH AND INVESTMENTS**

Interest Rate	Unrestricted \$	Restricted \$	Trust \$	CRC \$	Total Amount \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Account	197,087				197,087	BankWest	At Call
Operating Account				31,963	31,963	Bankwest	At Call
Trust Bank Account			20,793		20,793	BankWest	At Call
Reserve Account		2,445,103			2,445,103	BankWest	At Call
Cash Management Account	1,227,891				1,227,891	BankWest	At Call
(b) <b>Term Deposits</b>							
TD - GFN	300,000				300,000	BankWest	01-Mar-18
TD - SI	680,000				680,000	BankWest	01-Jul-18
Gold Term Deposit				65,000	65,000	BankWest	01-Jul-18
<b>Total</b>	<b>2,404,978</b>	<b>2,445,103</b>	<b>20,793</b>	<b>96,963</b>	<b>4,967,837</b>		

**Comments/Notes - Investments**



**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 5 (a): BUDGET AMENDMENTS - CORPORATE BUSINESS PLAN LINKAGE**

A number of additional operating actions were forecast to be undertaken during the current period of the Corporate Business Plan CBP which result in additional operating expenditure or revenue. The additional activities for the current year are summarised below along with the amount included within the budget and budget amendments.

Strategy Ref	Strategy	Action Ref	Action	2015-16 per CBP	Adopted Budget	Amended Budget	YTD Expenditure
Total				-	-	-	-

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 6: RECEIVABLES**

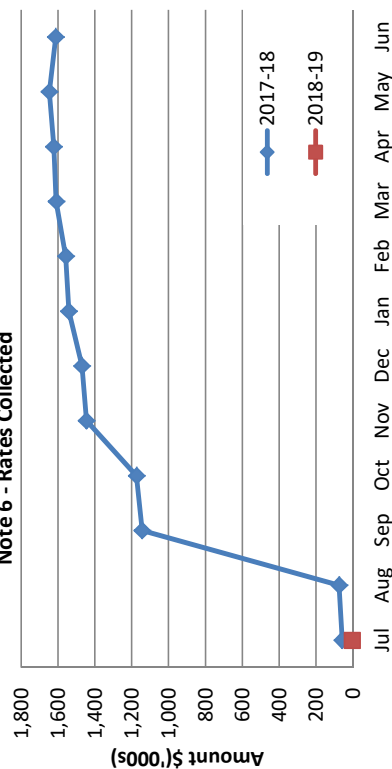
**Receivables - Rates Receivable**

Opening Arrears Previous Years  
 Levied this year  
 Less Collections to date  
 Equals Outstanding

**Net Rates Collectable**  
 % Collected

YTD 31 Jul 2018	30 June 2018
\$ 82,539	\$ 87,332
1,720,816	
2,222	
<b>1,805,577</b>	<b>87,332</b>
<b>(1,805,577)</b>	<b>87,332</b>
-0.12%	0.00%

**Note 6 - Rates Collected**

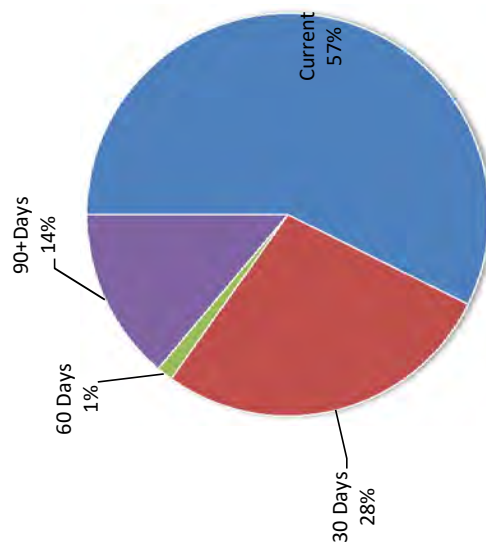


Comments/Notes - Receivables Rates

Receivables - General	Current	30 Days	60 Days	90+Days
Receivables - General	\$ 34,867	\$ 16,729	\$ 789	\$ 8,424
<b>Total Receivables General Outstanding</b>				<b>60,809</b>

Amounts shown above include GST (where applicable)

**Note 6 - Accounts Receivable (non-rates)**



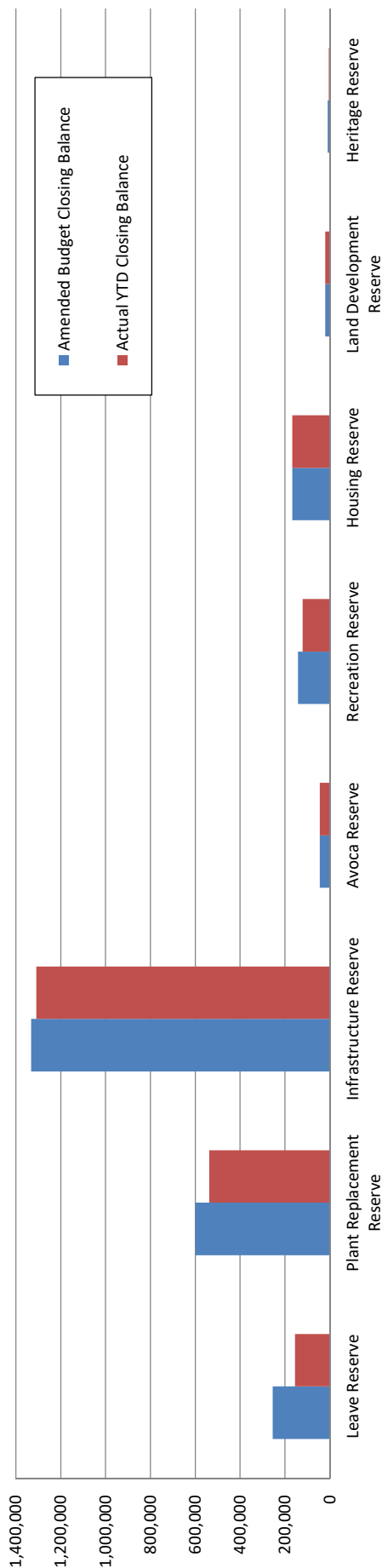
Comments/Notes - Receivables General

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2018

**Note 7: Cash Backed Reserve**

2018-19		Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
	Name	\$	\$	\$	\$	\$	\$	\$		\$	\$
	Leave Reserve	155,077	0	204	100,000	0	0	0		255,077	155,281
	Plant Replacement Reserve	537,223	0	706	62,011	0	0	0		599,234	537,930
	Infrastructure Reserve	1,307,151	0	1,719	25,000	0	0	0		1,332,151	1,308,870
	Avoca Reserve	44,433	0	58	0	0	0	0		44,433	44,492
	Recreation Reserve	121,459	0	160	20,000	0	0	0		141,459	121,619
	Housing Reserve	167,806	0	221	0	0	0	0		167,806	168,027
	Land Development Reserve	20,807	0	27	0	0	0	0		20,807	20,834
	Heritage Reserve	5,075	0	7	5,000	0	0	0		10,075	5,082
	Medical Service Support Reserve	82,861	0	109	0	0	0	0		82,861	82,970
	Bendering Landfill Renewal Reserve				10,000						
		<b>2,441,893</b>	<b>0</b>	<b>3,211</b>	<b>222,011</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,653,904</b>	<b>2,445,105</b>

**Note 7 - Year To Date Reserve Balance to End of Year Estimate**





**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 8 CAPITAL DISPOSALS**

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget YTD 31.07.2018			Comments
Cost \$	Accum Depr \$	Proceeds \$	Profit (Loss) \$	Amended Annual Budget Profit/(Loss) \$	Actual Profit/(Loss) \$	Variance \$	
			0	20,631	0	(20,631)	
			0	3,600	0	(3,600)	
			0	0	0	0	
			0	17,500	0	(17,500)	
			0	(10,045)	0	10,045	
			0	5,012	0	(5,012)	
			0	0	0	0	
0	0	0	0	36,698	0	(36,698)	

**Comments - Capital Disposal/Replacements**

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE												
General Rate		0.1224	220	1,735,612	212,356	(1,487)	0	210,869	212,356	0	0	212,356
GRV		0.0145	327	101,722,500	1,472,331	0	0	1,472,331	1,472,331	0	0	1,472,331
UV		0.0145	2	89,423	1,294	0	0	1,294	639	0	0	639
UV Mining												
Sub-Totals			549	103,547,535	1,685,981	(1,487)	0	1,684,494	1,685,326	0	0	1,685,326
Minimum Payment		Minimum \$										
GRV		455.00	17	7,735	7,735	0	0	7,735	7,735	0	0	7,735
UV		455.00	43		19,565	(455)	0	19,110	19,565	0	0	19,565
UV Mining		455.00	21	89,423	9,555		0	9,555	8,190	0	0	8,190
Sub-Totals			81	97,158	36,855	(455)	0	36,400	35,490	0	0	35,490
Discount								1,720,894				1,720,816
Amount from General Rates								(2,550)				(51,624)
Specified Area Rates								1,718,345				1,669,192
Totals								1,718,345				1,669,192

Comments - Rating Information

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**10. INFORMATION ON BORROWINGS**  
(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 127 Homes for the Aged (SSL)	67,155			6,274	67,155	60,881	(16)	2,773
Loan 125 Swimming Pool	218,521			18,402	218,521	200,119	(2,459)	14,295
Loan 128 Recreation Centre	698,802			28,758	698,802	670,044	(9,139)	36,384
Loan 129 Solar Panels	59,170			14,205	59,170	44,965	(467)	1,497
	1,043,648	0	0	67,639	1,043,648	976,009	(12,081)	54,949

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

The proposed new loan will assist in the extension of the Community Centre. This loan will only be drawn upon if other grant funding is received for the project.

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2018

**Note 11: GRANTS AND CONTRIBUTIONS**

Program/Details GL	Grant Provider	2018-19 Amended Budget	Operating	Capital	Recoup Status	
					Received	Not Received
<b>GENERAL PURPOSE FUNDING</b>		\$	\$	\$	\$	\$
Grants Commission - General	WALGGC	435,685	435,685			
Grants Commission - Roads	WALGGC	614,795	614,795			
Ex Gratia Rates	CBH	14,187	14,187			
Instalment Fees		2,500	2,500			
<b>LAW, ORDER, PUBLIC SAFETY</b>						
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	14,000	14,000			
ESL Contribution	DFES	4,000	4,000			
CCTV Systems				50,000	49,998	
<b>Health</b>						
Doctor Surgery	NSRF	477,200		477,200		
<b>COMMUNITY AMENITIES</b>						
Community Service Centre	Fencepost	30,000		30,000		
	DRD	252,300		252,300		
Community Bus	Lotterwest	49,998		41,998		
<b>RECREATION AND CULTURE</b>						
Lesser Hall	Lotterwest	100,000		100,000		
<b>TRANSPORT</b>						
121: Direct Grant						
Regional Road Group	Main Roads	105,000	105,000			
Regional Road Group 17/18 balance	Main Roads	342,901		342,901		
R2R	Main Roads	69,099		69,099		
WANNDRA	Dept. Infrastructure	363,518		363,518		
Grain Freight Network	Main Roads	4,254,020	4,254,020			
<b>ECONOMIC SERVICES</b>						
Skeleton Weed Funding	DAFFWA	1,632,000		1,020,000		
<b>TOTALS</b>		<b>8,901,203</b>	<b>5,584,187</b>	<b>2,747,016</b>	<b>140,000</b>	<b>0</b>
					<b>189,998</b>	
Operating	Operating	5,584,187			140,000	
Non-Operating	Non-operating	2,747,016			0	
		<b>8,331,203</b>			<b>140,000</b>	

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 12: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 18	Amount Received	Amount Paid	Closing Balance 31-Jul-18
	\$	\$	\$	\$
Wadderin Reserve	0			0
Sundry Deposits	1,800	-200		1,600
Gym Card Bonds	6,538	-100	1,500	7,938
Nominations	0			0
BCITF Levy	0			0
Building Services Levy	0	-62	62	0
Joint Venture Bonds	2,350		100	2,450
Wheatbelt Railway Retention Alliance	8,981			8,981
	<b>19,669</b>	<b>(362)</b>	<b>1,662</b>	<b>20,969</b>

Level of Completion Indicators



SHIRE OF NAREMBEEN  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 July 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD 31
<span style="color: blue;">○</span> <span style="color: blue;">○</span>	<b>Buildings</b>				
	Law Order & Public Safety				
	emergency Services Facility		8,782	(8,782)	0
	<b>Law &amp; Order Total</b>	0	8,782	(8,782)	0
<span style="color: blue;">○</span>	<b>Community Amenities</b>				
	Cemetery Entrance and Niche Wall upgrade	(137,373)	0	137,373	
	Community Shed – Replace Apron, Flashing & Roof Repairs	(7,000)	0	7,000	
	<b>Community Amenities Total</b>	(144,373)	0	144,373	
<span style="color: blue;">○</span> <span style="color: blue;">○</span>	<b>Health</b>				
	CRC & Medical Centre Extension	(1,250,000)	4,704	1,245,296	
	<b>Health Total</b>	(1,250,000)	4,704	1,245,296	
<span style="color: blue;">○</span> <span style="color: blue;">○</span>	<b>Housing</b>				
	10A Ada Street - Replace carpets	(5,000)	0	5,000	
	<b>Housing Total</b>	(5,000)	0	5,000	
<span style="color: blue;">○</span>	<b>Recreation And Culture</b>				
	Netball Fence Installation	(30,000)	0	30,000	
	Lesser Hall Interpretation Centre	(185,000)	0	185,000	
	Recreation Centre - Upgrade Gas HWS	(40,000)	0	40,000	
	Roads Board Building	(60,000)	0	60,000	
	<b>Recreation And Culture Total</b>	(315,000)	0	255,000	
<span style="color: blue;">○</span>	<b>Transport</b>				
	Depot Storage Shed Concrete Floor	(23,000)	0	23,000	
	<b>Transport Total</b>	(23,000)	0	0	
<span style="color: blue;">○</span> <span style="color: blue;">○</span>	<b>Other Property and Services</b>				
	Fire prevention		0	15,000	
	Numbats - Replace Floor	(15,000)	0	0	
	<b>Buildings Total</b>	(1,737,373)	13,485	1,640,888	

**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2018**

**Note 13: CAPITAL ACQUISITIONS**

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD 31
○ ○	<b>Furniture &amp; Office Equip.</b>				
	Law, Order & Public Safety				
	CCTV Systems	(70,000)	0	70,000	
	<b>Governance Total</b>	<b>(70,000)</b>	<b>0</b>	<b>70,000</b>	
○ ○	<b>Recreation And Culture</b>				
	Town Hall Lighting Upgrade	(5,000)	0	5,000	
	<b>Recreation And Culture Total</b>	<b>(5,000)</b>	<b>0</b>	<b>5,000</b>	
○ ○ ○	<b>Other Property &amp; Services</b>				
	Churchill street - Community Outdoor area seating	(15,000)	2,712	12,288	
	<b>Recreation And Culture Total</b>	<b>(15,000)</b>	<b>2,712</b>	<b>12,288</b>	
○	<b>Furniture &amp; Office Equip. Total</b>	<b>(90,000)</b>	<b>2,712</b>	<b>75,000</b>	
○ ○ ○	<b>Plant , Equip. &amp; Vehicles</b>				
	<b>Transport</b>				
	Grader NB880	(375,000)	0	375,000	
	Bus ONB	(171,710)	0	171,710	
	Works Manager Vehicle NB1	(70,000)	0	70,000	
	Side Tipper NB5766	(100,000)	0	100,000	
	Dolly	(26,500)	0	26,500	
	Canter Crew Cab	(103,450)	0	103,450	
	Prime Mover NB109 NB6789	(250,900)	0	250,900	
	<b>Transport Total</b>	<b>(1,097,560)</b>	<b>0</b>	<b>716,710</b>	
○	<b>Economic Services</b>				
	Skeleton Weed Spray Unit - Balance Payment	(20,000)	0	20,000	
	Upgrade Standpipe Controllers	(18,689)	0	18,689	
	<b>Economic Services Total</b>	<b>(38,689)</b>	<b>0</b>	<b>38,689</b>	
○	<b>Plant , Equip. &amp; Vehicles Total</b>	<b>(1,136,249)</b>	<b>0</b>	<b>755,399</b>	
○ ○ ○	<b>Roads</b>				
	<b>Transport</b>				
	Bruce Rock Narembeen Road 17/48 RRG	(107,526)	0	107,526	
	Townsite Project - State Initiative	(1,700,000)	33,115	1,666,885	
	Cumminlin Road Floodway	(19,433)	0	19,433	
	Cranphorne Road slk 25.06-28.5 RRG 18/19	(470,468)	0	470,468	
	Narembeen South Road slk 0-3.25 R2R	(360,700)	0	360,700	
	Ada Street slk 0-0.2	(18,232)	0	18,232	
	Wakeman Street slk 0.15-0.12	(18,232)	0	18,232	
	Soldiers Road - Bailey to Schwartz Floodways	(27,802)	0	27,802	
	Footpath Construction	(73,000)	0	73,000	
○ ○ ○ ○ ○ ○ ○ ○ ○ ○					
○ ○ ○	<b>Transport Total</b>	<b>(2,795,393)</b>	<b>33,115</b>	<b>2,762,278</b>	
○ ○ ○	<b>Roads (Non Town) Total</b>	<b>(2,795,393)</b>	<b>33,115</b>	<b>2,762,278</b>	
○	<b>Capital Expenditure Total</b>	<b>(5,759,015)</b>	<b>49,313</b>	<b>5,233,564</b>	

# Shire of Narembeen

## Bank Reconciliation - July 2018

BW account #  
GL Account #  
Balance as per GL Cash at Bank GEN

### Plus

Unpresented Cheques/EFT

### Outstanding as per Synergy report

### PLUS

Term deposit  
Term deposit  
Banking not deposited  
Super not deducted  
trust payment to be transferred  
Super not deducted

### TOTAL

Total  
Balance as per BW Statement

### Difference

Prepared By:

Rachael Moore

Signed:



Date:

2-8-17

Checked By:

Signed:



Date:

28/18

Municipal	Resticted Cash	Reserves	Trust
5347926	0059637	5347900	5347934
11590100	1590200	1595500	1591000
\$ 197,087.13	\$ 1,227,891.00	\$ 2,445,102.81	\$ 20,792.91
5,344.00	0.00	0.00	0.00
(2,370.40)	(680,000.00)		
10,587.58	(300,000.00)		
61.65			(61.65)
11,021.49			
19,300.32	(980,000.00)	0.00	(61.65)
\$ 221,731.45	\$ 247,891.00	\$ 2,445,102.81	\$ 20,731.26
\$ 221,731.45	\$ 247,891.00	\$ 2,445,102.81	\$ 20,731.26
\$ -	\$ -	\$ -	\$ -

OUTSTANDING CHEQUES

Muni

11025 \$ 2,720.00  
11026 \$ 2,624.00

Trust

\$ 5,344.00

\$ -



# Narembeen Community Resource Centre

Unit 2  
19 Churchill Street  
Narembeen 6369

## Balance Sheet

As of August 2018

9/08/2018  
9:14:02 AM

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Assets		
Trading Cheque Account		\$51,567.37
Petty Cash		\$100.00
Cash Sale Float		\$100.00
Undeposited Funds		\$801.55
Term Deposit 917		\$65,000.00
Withholding Credits		
Trade Debtors	\$3,163.92	
Total Withholding Credits		\$3,163.92
Leasehold Improvements		
Electronic Clearing Account	\$0.00	
Total Leasehold Improvements		\$0.00
Total Assets		\$120,732.84
Liabilities		
Trade Creditors		\$24.63
Gym Bonds (Trust)		\$450.00
Gym Memberships		-\$568.98
Pop-up Shop		\$120.00
GST Liabilities		
GST Collected	\$11,741.44	
GST Paid	-\$8,055.62	
Total GST Liabilities		\$3,685.82
Total Liabilities		\$3,711.47
Net Assets		\$117,021.37
Equity		
Retained Earnings		\$99,673.84
Prior Year Adjustment		\$40.63
Current Earnings		\$17,306.90
Total Equity		\$117,021.37

# Narembeen Community Resource Centre

Unit 2  
19 Churchill Street  
Narembeen 6369

## Profit & Loss Statement

July 2018 through August 2018

9/08/2018  
9:13:45 AM

Income		
Grants and Funding		
Service Contract Funding		
DRD Govt & Community Info	\$9,559.42	
DRD Economic & Business Dev	\$9,559.42	
DRD Hot Office Service	\$958.03	
DRD Social Development	\$4,579.19	
Dept Human Services	\$4,991.44	
Total Service Contract Funding	\$29,647.50	
Merchandise Sales		
Directory Sales	\$276.38	
Customer Merchandise	\$265.31	
Total Merchandise Sales	\$541.69	
Total Grants and Funding	\$30,189.19	
Operational Income		
Memberships Income		
Membership	\$2,785.44	
Total Memberships Income	\$2,785.44	
Service Income		
Printing/Photocopying	\$818.18	
Internet/Computer	\$4.55	
Customer Postage	\$4.54	
Binding	\$5.00	
Staff Assistance	\$901.62	
Laminating	\$353.81	
Media Conversion	\$10.00	
Large Format Printing	\$263.18	
Interest Income	\$867.65	
Total Service Income	\$3,228.53	
Workshop Income		
Seniors Movie Days	\$28.82	
Children's Workshops	\$40.91	
Total Workshop Income	\$69.73	
Total Operational Income	\$6,083.70	
Total Income	\$36,272.89	
Cost of Sales		
Gross Profit	\$36,272.89	
Expenses		
Grant and Funding Expenses		
Capital Funding Purchases		
Equipment Purchase	\$27.22	
Project/Event Expenses		
Other Grant Costs	\$272.73	
Total Project/Event Expenses	\$272.73	
Merchandise Purchases		
Directory Purchases	\$1,876.27	
Customer Merch Purchases	\$176.28	
Canvas Frames	\$115.00	
Total Merchandise Purchases	\$2,167.55	
Total Grant and Funding Expenses	\$2,467.50	
Operational Expenses		
Photocopying & Printing Costs	\$236.11	
Laminating Costs	\$108.55	
Workshop Expenses		
Adult Workshops	\$236.36	
Total Workshop Expenses	\$236.36	
Administrative Expenses		

**Profit & Loss Statement**

**July 2018 through August 2018**

9/08/2018  
9:13:46 AM

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Bank Charges	\$95.40	
Electricity	\$572.05	
Postage	\$38.57	
Stationery	\$304.18	
Internet Costs	\$99.95	
Telephone/Fax	\$704.35	
Amenities	\$5.45	
Total Administrative Expenses	\$1,819.95	
Staff Expenses		
Wages & Salaries	\$14,097.52	
Total Staff Expenses	\$14,097.52	
Regional Price Index Costs		
Total Operational Expenses	\$16,498.49	
Total Expenses		\$18,965.99
Net Profit/(Loss)		\$17,306.90

## **8.0 Councillor's Reports – including other Councillor business**

### **Cr K Mortimore**

Attended Local Government Convention, 2 x WALGA Training sessions, Holyoake Wellbeing meeting and Market Creations Re-branding presentation.

#### **General Business**

- Bollards require reflectors at the Narembreen Volunteer Emergency Service Centre.

### **Cr P Lines**

Attended Market Creations Re-Branding presentation and LEMC Meeting.

#### **General Business**

- Cr P Lines provided Council with an update on the current direction that Go Narembreen wish to take to assist with improving the amount of available accommodation in Narembreen.

The following background and recommendation was then presented by the CEO & CEDO:-

### **Background**

Go Narembreen through their recent Strategic Planning process identified potential projects including the demand for accommodation in Narembreen. At the Go Narembreen Committee meeting held on Tuesday 14th August 2018 it was moved that Go Narembreen would enter into discussions with the Shire of Narembreen to commence discussions on increasing the availability of accommodation at the Narembreen Caravan Park.

Over the past 12 months there has been an apparent lack of accommodation in Narembreen. Shire staff have recently undertaken the process to record visitors/contractors who are missing out on accommodation due to unavailability. It is becoming apparent that the demand is centred around 1 bedroom fully self-contained units.

### **COUNCIL RESOLUTION**

**MIN 6691/18**

**MOTION – Moved Cr. P Lines**

**2<sup>nd</sup> Cr. A Hardham**

*That Council:-*

- 1. Congratulate Go Narembreen for progressing an initiative to consider the development of additional accommodation units at the Narembreen Caravan Park.*
- 2. Approve entering into a partnership with Go Narembreen that will facilitate future progression of this development subject to an approved Shire of Narembreen/Go Narembreen Alliance Agreement being signed between the two parties (to be developed).*
- 3. Agree to consider Shire funding towards this project and other future opportunities subject to formal budget amendments if required,*
- 4. Agree to meet with Go Narembreen to discuss this exciting opportunity.*

**CARRIED 7/0**

**Cr B Thomas**

Attended Market Creations Re-Branding presentation.

**General Business**

- Attending Dowerin at the end of August to volunteer on the Roe Tourism stand.
- Caravan Park - could staff continue to take statistics of those contractors/visitors that are missing out on accommodation.

**Cr B Cowan****General Business**

- Apology to Councillors, was unable to attend the Central Agcare Meeting on 14<sup>th</sup> August 2018, due to short notice.

**Cr A Wright**

Attended Market Creations Re-Branding presentation, Waste Education session, Local Government Convention – thanked Council for the opportunity to attend.

**Cr A Hardham**

Attended Market Creations Re-Branding presentation.

**General Business**

- Avoca Farm – sheets of tin coming off the shearing shed – needs attention.

**Cr R Cole**

Attended Market Creations Re-Branding presentation and Local Government Convention, RoeROC Dinner, (Banners in the Terrace - we won a category) – thanks for the opportunity to attend, RRG Meeting and Go Narembreen meeting

**General Business**

- National Roads Congress is in Alice Springs – may attend, but it is on Council meeting day in November.
- Rabbits at the school – could become an issue for other buildings in town.

<b>10.0 Urgent business as permitted by Council</b>
---

**COUNCIL RESOLUTION****MIN 6692/18****MOTION - Moved Cr. A Wright****2nd Cr. W Cowan**

*That Council receive a late item relating to a letter received from Mrs Janice Hills regarding the carpark adjacent to Narembeen IGA in Churchill Street.*

**CARRIED 7/0**

The following letter was read aloud by the CEO:-

*Dear Chris,*

***Re: Car Park - Churchill Street***

*I am writing to you as a concerned resident and business owner in Narembeen. The car park area adjacent to the Narembeen IGA and the Newsagency presents issues for drivers and pedestrians as the soil base has been severely affected by rain. I have attached photos of the car park that identifies the affected areas.*

*Shoppers are exposed to a quagmire during the winter months which presents a potential slip hazard and is impossible to use if shopping trolleys are needed to transport purchases to cars. As you can see from the photo the small laneway used to access the car park is uneven and a trip hazard rendering it a risk to users, especially the elderly.*

*It would be appreciated if these issues could be raised with Council and the area resurfaced to make it a safe, usable car park with proper access from Churchill Street into the car park.*

*Yours sincerely*

*Janice Hills*

**COUNCIL RESOLUTION****MIN 6693/18****MOTION - Moved Cr. P Lines****2nd Cr. B Thomas**

*That Council acknowledge (in writing) receipt of the letter received from Mrs Janice Hills. Staff to look into the costs associated with fixing the current surface with consideration being given to possible sealing of the surface in the future, subject to budget considerations.*

**CARRIED 7/0**

**11.0 Date, time & place of next meeting**

Wednesday 19<sup>th</sup> September 2018 at Narembeen Shire Council Chambers.

**12.0 Closure**

There being no further business the Chair declared the meeting closed at 5.21pm.

**13.0 Certification of Meeting Minutes**

I, Cr Rhonda Cole, Shire President certify that the minutes of the meeting held on Wednesday 15<sup>th</sup> August 2018, as shown on page numbers 1 to 118 are confirmed as a true and correct record of the meeting.



Cr Rhonda Cole  
Presiding Person

19/9/18

Date