



SHIRE OF NAREMBEEN

Minutes of the 619th Ordinary Council Meeting

15th June 2016

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
20 th July 2016	2.30pm	Ordinary Meeting of Council
17 th August 2016	2.30pm	Ordinary Meeting of Council
21 st September 2016	2.30pm	Ordinary Meeting of Council

JUNE MEETING PROGRAMME	
10.00am	RAV Network discussion
10.30am	Budget Workshop
1.30pm	Lunch
2.00pm	Judging of Postcard Competition
2.30pm	Ordinary Meeting of Council

MEETING GUESTS

Contents

1.0	Opening & Welcome	4
2.0	Attendance & Apologies	4
3.0	Declarations of Interest	4
4.0	Announcements	4
4.1	Application for Leave of Absence	4
5.0	Public Question Time & Deputations	4
6.0	Minutes from Previous Meetings	4
7.0	Status Report	5
8.0	Reports	15
8.1	Manager Environment Health/Building	15
8.2	Acting Works Manager	18
8.3	Building Supervisor	27
8.4	Chief Executive Officer	38
8.5	Executive Manager Corporate Services	94
9.0	Councillor Reports – Including Other Councillor Business	161
10.0	Urgent Business as Permitted by Council	162
11.0	Date, Time & Place of Next Meeting	166
12.0	Closure	166
13.0	Certification of Meeting Minutes	166



NOTICE OF MEETING

To the President & Councillors,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the 619th Ordinary Meeting of Council has been convened for:

Date: Wednesday 15th June 2016

At: Shire of Narembeen Council Chambers
1 Longhurst Street, Narembeen

Commencing: 2.30pm

Garry Gregan
Acting Chief Executive Officer
Date: 8th June 2016

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Narembeen for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Narembeen disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

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

MINUTES

Shire of Narembreen Ordinary Council Meeting Wednesday 15th June 2016, commencing at 2.30pm

1.0 Opening & Welcome

2.30pm - The President welcomed those in attendance and declared the meeting open.

2.0 Attendance & Apologies

Attendance

Councillors

Cr. R Cole

Cr. R DeLuis

Cr. W Cowan

Cr. S Padfield

Cr. S Parsons

Cr. A Hardham

Cr. B Thomas

Shire President

Deputy Shire President

Member

Member

Member

Member

Member

Staff

Mr Garry Gregan

Miss Bonnie Cole

Mr Bob Edwards

Mr Steve Thomas

Ms Leanne Brooke-Mee

Acting Chief Executive Officer

Senior Finance Officer

Acting Works Manager (Left 3.04pm)

Building Manager (Left 3.23pm)

CRC Co-Ordinator (Left 2.34pm)

Apologies

Mr Chris Jackson

Chief Executive Officer

Approved leave of absence

3.0 Declarations of Interest

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

Nil

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 Narembreen Ordinary Meeting held on Wednesday 18th May 2016

RECOMMENDATION:

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 18th May 2016 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 6202/16 **MOTION** - Moved Cr. Thomas 2nd Cr. Hardham

That the minutes of the meeting of the Shire of Narembeen held Wednesday 18th May 2016 be confirmed as a true and accurate record of the proceedings.

CARRIED 7/0

7.0 Status Report

RECOMMENDATION:

That the Status Report for June 2016 be received.

COUNCIL RESOLUTION

MIN 6203/16 **MOTION** - Moved Cr. Thomas 2nd Cr. Hardham

That the Status Report be received.

CARRIED 7/0

SHIRE OF NAREMBEEN - STATUS REPORT
For June 2016 Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
5315/12	19-Dec-12			That the CEO instruct Civic Legal to prepare and issue correspondence to Mr. Wally Jones requesting removal of his aircraft and equipment from the Narembreen Community Hanger, with the Shire reserving the right to remedy under the Magistrates Court should the equipment (and aircraft) not be removed.	Letter sent to Executor	Current	CEO
5554/13	16-Oct-13			That Council accepts the legal advice from Council's lawyers and issue the owner of Lot 2 Latham Road Narembreen a Notice under Section 3.25 of the Local Government Act 1995, in order to achieve removal of disused material from the premises.	As above 5315/12	Ongoing	CEO
5682/14	16-Apr-14			That staff prepare a report based on the approved structure plan for the potential future development of Avoca Farm.	No progress	On hold	CEO
5720/14	21-May-14			1. Endorse the proposed Agreement between the Shire of Narembreen and the Narembreen Homes for the Aged Inc. 2. Authorise the Chief Executive Officer to confirm with the Narembreen Homes for the Aged Inc their acceptance of the proposed agreement. 3. Authorise the Chief Executive Officer to sign the agreement on behalf of Council	Draft Agreement prepared	Current	EMCS
5918/15	18-Mar-15			1. Advertise for one month for expressions of interest for blocks in Cheetham Way to gauge interest; and 2. Advertise expressions of interest for the development of larger rural style blocks of Avoca Farms.	1. Council resolved to cease advertising Cheetham Way blocks (6046/15) 2. Avoca EOI under preparation	On Hold	EMCS
5919/15	18-Mar-15			That Council investigate outside funding sources for new entry statements for Narembreen.	Grant options to be considered	Ongoing	CRC/CEO
5944/15	20-May-15			1. Reaffirm that the Shire of Narembreen will disposal of Lot 2 on Diagram 13892 Currall Street (C/T 1113/655) as a gift to Go Narembreen Association Inc. in accordance with the Local Government Functions & General Regulations Dispositions of property excluded from Act s. 3.58 Section 30 (1) (b). 2. Approve the Contract of Sale as presented. 3. Approve 'Annexure A' Special Conditions of Sale as presented. 4. Approve the Caveat as presented. 5. Enter into a long term lease with Go Narembreen Association Inc. for the continued operation of the Grain Discovery Centre.	Settlement complete, lease to be prepared		CEO
5947/15	20-May-15			1. Advise the community and develop a plan with regard to street trees on Currall Street. 2. That a report be prepared on the condition of all the trees on Currall Street and townscape options considered for future landscaping and planting along the Currall Street verge. Reason for Change: Council wanted to ensure Community input with regard to the future of the road verge.	Quotes received for budget	Ongoing	CEO/WM

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
5973/15	17-Jun-15			That council instruct staff to investigate the options to have lots 6 and 7, in South Kumminin townsite vested to the Shire of Narembeen for the purpose tourism and consider the establishment and ongoing costs of the site.	Letter sent to Department of Lands - no response. Alternative options being considered	Ongoing	CEO
6017/15	19-Aug-15			That Council approve that a Blackspot application be submitted to the Regional Road Group for the section of Wogarl/Muntadgin road from slk 9.870 to slk 10.800.	Grant declined, will re-submit Both RRG & Federal	Ongoing	CEO
6026/15	19-Aug-15			That Council authorise the Chief Executive Officer to commence the process of selling 33 Thomas Street, Narembeen, for non-payment of rates by, auction or private sale. Should the property not sell within twelve months from the date of advertising, Council authorise the Chief Executive Officer to have the property transferred into the Shire's name.	Auction held, no bidders. On hold for 12 months.	Ongoing	CEO/SFO
6045/15	21-Oct-15			That Council reaffirm its intentions with regard to Minute Numbers 5315/12 (Aircraft) and 5554/13 (Seed cleaners) proceed with "Estate of Walter Jones".			CEO
6063/15	21-Oct-15	P1223/ ADM557		That Council: 1. Receive the advice from the State Heritage Office; 2. Commits to the preparation of an Archival Record for the Narembeen Lesser Hall for consideration by the Heritage Council; 3. Commits to the preparation and implementation of an Interpretation Plan for the Narembeen Civic Precinct for submission to the State Heritage Office Executive for their review and satisfaction; 4. Approves the Interpretation Plan Fee Proposal as presented; 5. Authorises the executive staff to liaise with Stephen Carrick Architect to prepare an Interpretation Plan, including costings, design and implementation timelines for consideration by Council; 6. Approve a budget amendment* of \$15,000 (GL1111102) for the preparation of an Interpretation Plan.	Archival Record accepted by State Heritage Office Interpretation Plan received. Final draft Interpretation Plan prepared for Council consideration	Ongoing	EMCS
No Motion	21-Oct-15			Sporting Clubs - Cr DeLuis would like to see a record being kept of how much money is being allocated to sporting clubs facilities. How will these be funded into the future? Also noting those groups that contribute to the reserves for renewals of infrastructure assets. CEO to follow up.	To be considered as part of the 16/17 budget	Ongoing	CEO
No Motion	21-Oct-15			Cr Vaughan - Telstra reception is getting worse. Where can we go with this? Rick Wilson/Mia Davies	Discussed with Melissa Price. Muntadgin East Mobile tower negotiations stalled. Telstra to identify alternative sites at Muntadgin East.	Ongoing	CEO
No Motion	21-Oct-15			Cr Thomas - RV's coming to town, often staying just out of town. How can we entice people to stay here and get them to spend money in our town. Consider as a future project.	Discuss in 16/17 budget		CEO
No Motion	21-Oct-15			Cr Hardham - Netball fence doesn't match, should be considered in the future.	Consideration - 16/17 Budget		CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6084/15	18-Nov-15	ADM103		That Council: 1. Approve that new playground equipment at the Narembreen Recreation Centre be located off the north/east corner of the recreation centre building behind the cricket nets as shown on the attached plan. 2. Confirm that the design of the playground is to minimise any impact on views from the building and use a soft fall material on the base. 3. Request that staff now proceed with an application to Lotterywest to assist with funding the project	Lotterywest grant approved for \$75,840.00. Item to Council June meeting re: location & design of playground	Ongoing	CEO
6085/15	18-Nov-15			1. That Council endorse the actions of the Chief Executive Officer in the restructure of the Shire Parks and Gardens area and approve that the position of Grounds Curator be made redundant and removed from the current Workforce Structure; and 2. That the CEO enters into discussions with the Cricket Club as to how this maintenance will of the wicket will occur	Meeting held with Cricket Club. No contact back from Club.	Ongoing	CEO
6101/15	16-Dec-15	ADM044		Proposed Health Local Law 2016 A. That Council rescind the Council Resolution MIN 5664/14 made at the Ordinary Meeting of Council held in March 2014 (Absolute Majority Required); and B. That Council pursuant to Section 3.12 of the Local Government Act 1995: 1. Adopts the proposed Shire of Narembreen Health Local Law 2016 for advertising; 2. Gives Statewide public notice and stating that: I. The Shire of Narembreen propose to make the Shire of Narembreen Health Local Law 2016; II. The purpose of the proposed Shire of Narembreen Health Local Law 2016 is to provide for the regulation, control and management of day to day public health matters within the Shire of Narembreen; and III. The effect of the proposed Shire of Narembreen Health Local Law 2016 is to establish various health standards and requirements which people living and working within the Shire of Narembreen must observe. A copy of the proposed local law may be inspected or obtained at any place specified in the notice; Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 8 weeks after the notice is given; 3. Provides a copy of the proposed local law and notice to the Hon. Minister for Local Government and the Executive Director of Public Health; and	See 6185/16	Complete	CEO/EHO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6102/15	16-Dec-15	ADM044		Animals, Environment and Nuisance Local Law 2016 That Council pursuant to Section 3.12 of the Local Government Act 1995: 1. Adopts the proposed Shire of Narembeen Animals, Environment and Nuisance Local Law 2016 for advertising; 2. Gives Statewide public notice and stating that: I. The Shire of Narembeen propose to make the Shire of Narembeen Animals, Environment and Nuisance Local Law 2016; II. The purpose of the proposed Shire of Narembeen Animals, Environment and Nuisance Local Law 2016 is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the Shire of Narembeen; and III. The effect of the proposed Shire of Narembeen Animals, Environment and Nuisance Local Law 2016 is to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply. A copy of the proposed local law may be inspected or obtained at any place specified in the notice; Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 8 weeks after the notice is given; 3. Provides a copy of the proposed local law and notice to the Hon. Minister for Local Government and the Executive Director of Public Health; and 4. Directs the Chief Executive Officer to prepare a report to Council detailing submissions from the community at the first Council meeting following the closure of the designated submissions period.	Completed. Law readvertised. See 6184/16	Complete	CEO/EHO
No Motion	16-Dec-15			Cr G Vaughan - water stop around Avoca Farm	To be discussed	Ongoing	
6132/16	17-Feb-16	ADM137		That Council: 1. Approve an application be made to the Department of Fire and Emergency Services Local Government Grants Scheme for the construction of a new Narembeen Fire Station to house the two town fire units. 2. Approve that Lot 1 on Plan 5209, Lot 26529 on Deposited Plan 154441 24 Latham Road is developed as a shared use emergency services facility to house the Town Bush Brigade and St John ambulance. 3. Continue working with St John Ambulance and DFES to provide for a shared facility on this site looking at all the options for other funding and how the joint facility will be designed and constructed to meet the needs of both parties.	ESL Grant submitted 4/3/16	Ongoing	CEO
6134/16	17-Feb-16	ADM535		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 Narembeen 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.	Letters to property owners prepared. Survey data and planning forms to be retrieved.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6137/16	17-Feb-16	ADM139		That Council: 1. Receive the Western Australian Community Resource Centre update; 2. Authorise the Chief Executive Officer to write to the Hon Mia Davies MLA, Member for Central Wheatbelt, seeking an update from the Minister for Regional Development on the evaluation of the Community Resource Centre by Curtin University; and 3. Express disappointment that the terms of reference for the evaluation were not made available to Community Resource Centre Management Committees and/or Shires.	Letter sent to Mia Davies April 2016	Ongoing	CEO/EMCS
6138/16	17-Feb-16	ADM505		That Council: 1. Delegate to the Chief Executive Officer the authority to sign the National Stronger Regions Fund application, its associated Terms and Conditions, Deed of Agreement, Progress Reports, Activity Completion Report, Project Completion Report and any other report or document that the Commonwealth may require; and 2. Approve the contribution of additional funds if the project runs over budget.	Application submitted. Announcement will be delayed due to Federal Election.	Ongoing	CEO
6140/16	17-Feb-16	ADM526		That Council: 1. Support the application for \$50,000 grant funding from the Royalties for Regions Community Chest Fund; 2. Authorise the Chief Executive Officer to sign all relevant documentation associated with the Royalties for Regions Community Chest Fund application.	On Hold	Ongoing	CEO
6146/16	17-Feb-16			Council agrees that the kiosk at the pool needs to be cooler, options to be investigated, with the best option to be included in Council 2016/2017 budget deliberations.	Quotes received for airconditioning. Will be included in 16/17 budget	Ongoing	EMCS
6155/16	16-Mar-16	ADM500		That Council: 1. Raise the matter with the Premier the Hon Colin Barnett during his visit to Narembeen on Friday 29th April 2016. 2. The CEO write to the Premier prior to his visit to express great concern regarding the response of the Minister for Transport in that the State Government has no control over access to the rail corridor and that both the State Government and Brookfield Rail have no interest in assisting Narembeen in resolving grain freight and safety issues in the Narembeen townsite. 3. Request a meeting with Mr Paul Larsen, CEO, Brookfield Rail to discuss the Narembeen Townsite Project and the rail corridor issues. 4. Include this matter for discussion with the Main Roads Regional Manager Craig Manton when he meets with Council on Thursday 17th March 2016. 5. Proceed with the staged approach (drawing no 201608-SP01) as presented with a view to achieving the complete upgrade of the area in and around the CBH site as approved at the December 2015 ordinary meeting (drawing no 201508-1451).	Matter raised with Premier during his visit. Ministerial already sent to PTA and Main Roads. Advice received that Brookfield will be prepared to meet again.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6164/16	16-Mar-16	ADM455		That Council: Narembeen Club - Outstanding Invoices 1. Approve a 10% reduction in the cost of electricity that has been billed to date providing a reduction of \$1,728 to compensate for power used as part of construction. 2. That staff be authorised to negotiate a repayment plan with the club for payment of the outstanding amount. 3. That staff and Councillors in consultation with the Narembeen Club Inc investigate options for the installation of solar panels to reduce or offset the cost of power consumption at the Narembeen Recreation Centre and work with the club for the introduction of a power usage plan/policy that look at ways to minimise the cost of electricity for the facility.	Discussed at recent Club/Shire meeting. Quotes being obtained for solar panels. 1 quote received, another pending	Ongoing	CEO/EMCS/SFO
6172/16	20-Apr-16	ADM520		That Council advise the Office of the National Rail Safety Regulator Western Australia Branch Office that the Shire of Narembeen's position on signing of the Road Rail Interface Agreement remains unchanged from the motion moved 20th August 2014.	Response from ONRSR received. WALGA continuing to support LG's.		CEO
6174/16	20-Apr-16	ADM120		1. Approve ceasing payment of property insurance for Mt Walker Golf Course Clubhouse & Narembeen Golf Clubhouse 2. Request that LGIS refund the cost paid by the Shire for 2014 & 2015 on building insurance for these properties 3. Approve that the funds be placed into the Recreation Reserve 4. Enter into an agreement with sporting clubs to confirm who is responsible for matters such as insurance and maintenance		To be actioned	CEO
6180/16	20-Apr-16	ADM185		1. Note the advice of the Minister for Planning contained in Attachment 2. 2. Generally support pursuit of an amendment to the Shire of Narembeen Town Planning Scheme No 2 to align it with the new Planning and Development (Local Planning Schemes) Regulations 2015. 3. Generally support provisions being included in a future scheme amendment to maintain planning controls over repurposed and second hand dwellings consistent with the advice of the Minister of Planning. 4. Advise Gray & Lewis Landuse Planners that the amendment should include the following: (i) Controls over transportable, prefabricated or relocated buildings (that are not dwellings) (ii) Review of Table 1 – Zoning Table and introduction of more landuse definitions that are available in the Model Scheme Text. 5. Authorise the Chief Executive Officer to advise the Department of Planning that; Council would like modifications to be made to the Permitted Development provisions which will be drafted by Gray & Lewis in consultation with the Chief Executive Officer.	Consultant Planner working on amendment	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6181/16	20-Apr-16	ADM554		Authorised Officer for Government Gazette:- That Council appoint the following persons: Chris Jackson, Garry Gregan, Bonnie Cole, Ashlyn Savin, Rachael Moore, Julian Goldacre, Arthur Cousins, Matthew Sharpe, Jodie Taylor, Robert Edwards. as authorised persons in accordance with the following acts; Local Government Act (Miscellaneous Provisions) 1960, Part XX (Ranger/Pound Keeper); Local Government Act 1995, Part 3 – Executive Functions of Local Government and Part 9 Miscellaneous Provisions; Caravan and Camping Grounds Act 1995; Dog Act 1976 and Regulations; Cat Act 2011; Bush Fires Act 1954 and Regulations; Litter Act 1979 and Regulations; Control of Vehicles (Off Road Areas) Act 1978 and Regulations; Shire of Narembeen Local Laws Shire of Narembeen Health Local Laws And appoint the following persons as registration officers in accordance with the Dog Act 1976, Cat Act 2011 and Regulations; Chris Jackson, Garry Gregan, Bonnie Cole, Ashlyn Savin and Rachael Moore. All previous authorisations are hereby cancelled.	To be gazetted	To be completed	CEO
6184/16	18-May-16	ADM044		That Council pursuant to Section 3.12 of the Local Government Act 1995: 1. Adopts the proposed Shire of Narembeen Animals, Environment and Nuisance Local Law 2016 for advertising; 2. Gives Statewide public notice and stating that: I. The Shire of Narembeen propose to make the Shire of Narembeen Animals, Environment and Nuisance Local Law 2016; II. The purpose of the proposed Shire of Narembeen Animals, Environment and Nuisance Local Law 2016 is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the Shire of Narembeen; and III. The effect of the proposed Shire of Narembeen Animals, Environment and Nuisance Local Law 2016 is to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply. A copy of the proposed local law may be inspected or obtained at any place specified in the notice; Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 8 weeks after the notice is given; 3. Provides a copy of the proposed local law and notice to the Hon. Minister for Local Government and the Executive Director of Public Health; and 4. Directs the Chief Executive Officer to prepare a report to Council detailing submissions from the community at the first Council meeting following the closure of the designated submissions period.	To be gazetted?		CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6185/16	18-May-16	ADM044		That Council:- 1. Endorse for inclusion into the Shire of Narembeen Health Local Law 2016 the changes presented by the Officer in this agenda as 'Officer proposed changes' points 1 to 7. 2. Endorse for inclusion into the Shire of Narembeen Health Local Law 2016 the agreed changes only as presented by the Dept of Health WA in the attachment), the Dept of Local Government and Communities in the attachment and the agreed changes in schedule of submissions in the attachment. 3. 'Make' the Shire of Narembeen Health Local Law 2016 as presented in the attachment. 4. Authorise the Shire President and the Chief Executive Officer to sign the Shire of Narembeen Health Local Law 2016 and the affixing of the Shire of Narembeen seal to the Shire of Narembeen Health Local Law 2016; and 5. Authorise the Chief Executive Officer carry out the process of Gazettal of the Shire of Narembeen Health Local Law 2016 and to complete the administrative functions required for presentation of the Shire of Narembeen Health Local Law 2016 to the Joint Standing Committee on Delegated Legislation of the Western Australia Parliament.			CEO
6188/16	18-May-16	ADM109		That Council confirm the following attendees and voting delegates for the 2016 WA Local Government Convention:- Cr Rhonda Cole – Voting Delegate Cr Gina DeLuis – Voting Delegate Chris Jackson - CEO No other interest from Councillors. Rooms will be cancelled if CEO has not heard from Councillors by mid-June.	WALGA were advised of voting delegates 25/5/16	Ongoing	
6189/16	18-May-16	ADM556		That Council:- 1. Approve that the Chief Executive Officer engage a consultant to assist in progressing the Flood Damage claim through the DPC and Main Roads and these cost's be recouped as part of the claim. 2. Write to the Premier in support of concerns raised by the Shire during his visit to Narembeen on the 29th April 2016 regarding the use of Council's own work force as opposed to external contractors as referenced in the WANDRRA Guide for Local Government that; "Under WANDRRA, up to 100% of costs for Counter Disaster Operations type activities may be reimbursed to local governments provided that these costs can be shown to be 'extraordinary' costs incurred directly as a result of an eligible disaster. This would not however include the 'notional' (i.e. ordinary) costs of staff wages or use of equipment or machinery owned by the local government" 3. Considers that any costs incurred as result of our recent flooding are 'extraordinary' costs as it is clearly outside of our set road programme and not planned, it is not normal road maintenance and local governments should be able to use its own road staff, equipment or machinery to undertake both opening up and reinstatement works. The engagement of contractors is consider totally impractical for opening up works and should be only be considered when the scope of works is outside the local governments capacity to undertake these works.	WANDRRA claim activated. Next step: discuss with Main Roads how funding, restoration and replacement processes are managed and by whom.		CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
				4. Considers that the DPC Declared Natural Disasters and Abnormal Rainfall and Severe Weather Events claim process to be lengthy and overly complicated that does not suit the nature of responding to a disaster and is under resourced at all levels including the need for the DPC and Main Roads to respond in a timely manner and for local governments to have the resources to prepare the required information to process a claim. As an example the Shire's current claim has over 40 roads listed as being damaged all requiring opening up repairs and reinstatements in multiple locations. The process of preparing a claim can take months given the nature of the detail required and the complication of the urgent need to undertake opening up repair works as soon as possible after the event. Our problems are further accentuated by follow up rains and the problems continue. There needs to be a better understanding at the DPC level of how unsealed roads (gravel) behave during and following rain events. 5. Is committed to providing a safe and efficient transport network throughout the Shire that allows all residents and visitors are able to move around the Shire in safety and with ease. Flooding events and the lack of timely support severely impacts on Council's ability to fulfil this commitment. 6. Seeks the support of the Premier to improve the process for local governments to seek funding for natural disasters and abnormal rainfall and severe weather events.			
6190/16	18-May-16			That Council: In consultation with any Tourism Group that may exist in Narembreen remove the Roadside Information Bay 5km out on the Merredin Road.	Discussion held. Removal not opposed. Removal imminent.		CEO
6191/16	18-May-16			That Council: Agree to remove the rubbish bin at Roe Dam	Done	Completed	CEO
6194/16	18-May-16	NA		That Council:- Adopt the amended Purchasing Policy 3.1.14.	No further action	Completed	EMCS
6198/16	18-May-16	ADM028		That Council: 1. Conducts an extraordinary election on Saturday 3 September 2016 to fill the vacancy resultant from the resignation of former Councillor Greg Vaughan; 2. Allocates \$1,500 in the 2016/2017 budget for election expenses (GL4113000).	Letter to WAEC sent. Close of roles is 15 July 2016.		EMCS
6199/16	18-May-16	P1043		That Council confirm its position that the Shire of Narembreen is not in a position to provide a contribution to costs incurred for a front patio and shade cloth at property 35 Currall Street Narembreen related to lights from vehicles exiting the Narembreen Recreation Centre.	Letter sent to G & J Cook 31/5/16	Completed	CEO
6200/16	18-May-16	ADM018		That Council: 1. Authorise the Chief Executive Officer to seek legal advice as to whether an amended Synergy account totalling \$93,512.42 for the Narembreen Aquatic Centre can be challenged; 2. Allocate an amount in the 2016/17 budget for the installation of solar panels to reduce the energy consumption costs for the Narembreen Aquatic Centre.	Discussion with Civic Legal commenced		EMCS
6201/16	18-May-16	P1223/ Town Hall		That Council:- 1. Accept the approved grant of \$5,000 from the Stronger Communities Grant Program for the provision of a kitchen in the Narembreen Town Hall. 2. Include in the 2016/17 budget an expenditure item of \$19,855 to construct a kitchen in the Narembreen Town Hall. 3. Seek approval from State Heritage Office to construct the kitchen.	Letter to SHO sent		EMCS

8.0 Reports

8.1 Manager Environment Health/Building

AGENDA ITEM: 8.1.1 - Manager Environment Health/Building Report

Subject:	Manager Environment Health/Building Report
Applicant:	Julian Goldacre
File Ref:	NA
Disclosure of Interest (Staff):	NA
Disclosure of Interest (Member):	NA
Author:	Julian Goldacre
Date:	8 th June 2016
Attachments:	Nil

SUMMARY

Council is to consider the Manager Environment Health/Building Report for the months of April and May 2016.

BACKGROUND

Each month the EHO will present to Council the activities, issues at hand and progress on matters undertaken by the officer to inform Council.

COMMENT

Shire of Narembeen Health Local Law 2016

At the Ordinary Meeting of Council held in May 2016 the Shire of Narembeen Health Local Law 2016 was 'made'. This Health Local Law is currently awaiting the Shire Seal and the signatures of the Shire President and the Chief Executive Officer. When the Health Local Law is signed and sealed it will be sent to the Executive Director for Public Health who will sign to consent to the Health Local Law. Gazettal of the Health Local Law will occur when the Shire of Narembeen receives back the fully signed Health Local Law. Cost for Gazettal is estimated at \$3,713 for a Special Gazette and when Gazetted a further \$500 to advertise a Notice in the Western Australian newspaper to announce the 'making of the Shire of Narembeen Health Local law 2016'. After, gazettal copies will be furnished to the Joint Standing Committee on Delegated Legislation of the WA Parliament along with an 'Explanatory Memorandum' of the local law within 10 days of Gazettal.

Shire of Narembeen Animals, Nuisance and Environment Local Law 2016

At the Ordinary Meeting of Council held in May 2016 the Shire of Narembeen Animals, Nuisance and Environment Local Law 2016 (Law) was resolved on to re-advertise. Re-advertising requirement was due to significant changes made to the original Law in order to accommodate the activity of broadacre farming practices. Advertising was done in the weekend edition of the West Australian newspaper on the 21-22 of May 2016. Notices were placed on public notice boards and the website updated to reflect the changed Law. Both the Hon. Minister for Local Government and the Executive Director for Public Health were sent copies for their consideration. The closing date for all submissions is Friday the 15 of July 2016. It is expected that the Law will be presented to Council at the July Ordinary Meeting of Council to 'make' the Law.

Shire Housing Inspections

The EHO assisted the Finance Officer and Building Supervisor to inspect housing properties owned by the Shire of Narembeen. Issues identified are to be placed in a schedule and presented to Council for budget allocation. As part of the housing inspections the EHO also conducted an asbestos materials review and has completed the forms for inclusion into or updating of the Shire workplace asbestos register.

Bendering Landfill Inspections

The EHO conducted a review of earth moved during the construction of the three trenches at the Bendering landfill site. Initial calculations revealed that there was only around 9,000m³ removed instead of the required 10,500m³. The EHO requested Corrigin CEO and EHO if a more formal inspection could be done and two shire workers with laser level experience were sent out and recalculated the removed earth to around 9,857m³ of an adjustment of 643m³ required. Venice Pty Ltd has been contacted and is currently being resolved to mutual terms.

Community Bins and Recreation Ground Building

The matter of the placing of the tactile indicators has been resolved with the Building Supervisor playing an important role to ensuring the tactiles are placed in accordance with the applicable Australian Standard.

Community bin grant organised by EHO L Pitman has been completed with Narembeen Shire opting for one formal designed bin receptacle for waste and recycling to be placed at the recreation grounds. With the left over funding it was decided the most economical option would be to replace the old 22 gallon yellow drums with municipal waste and recycling bins in three sets of pairs. The aim of the grant funding was to give people the choice through appropriate advertising on the bins to either place in the waste bin or recycle bin.

Waste Water Recycling

The Regional Co-ordinator for Water Corporation and senior staff from the Leederville Water Corp office plan to attend the Narembeen waste water treatment system in early June 2016 to assess the current system in place. Whilst the EHO has identified the system as not fit for purpose which has been acknowledged by the Water Corporation staff it would be prudent to Water Corporation to see what is in place currently and look at the options. The preferred option for the Shire of Narembeen is that Water Corporation take control of a waste water reuse system and provide the Shire waste water for reuse that's meets the standards dictated by the Water Unit at the Department of Health.

CONSULTATION

Mr Chris Jackson CEO, Mr Garry Gregan DCEO, Mr Stephen Ferguson. Mr Ashley Fisher Avon Waste Managing Director.

STATUTORY IMPLICATIONS

Health Act 1911
Local Government Act 1995
Building Act 2011

FINANCIAL IMPLICATIONS

The cost of gazettal of the Shire of Narembeen Health Local Law 2016 is estimated at \$3,713 for a Special Gazette and when Gazetted a further \$500 to advertise a Notice in the Western Australian newspaper. Advertising of the Shire of Narembeen Animals, Nuisance and Environment Local Law 2016 cost \$728.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Meets 'Our Mission' goal for 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. Meets 'What we do' initiatives by actively servicing its community in a variety of ways such as but not limited to health services such as water and food inspection, toilet facilities, noise control and animal control. Meets the 'Action agenda' for health. To provide good strategic decision making, governance, leadership and professional management to provide a safe, healthy and inclusive work environment.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council accept the Environmental Health Officers report for the period of April and May 2016.

COUNCIL RESOLUTION

MIN 6204/16 MOTION - Moved Cr. Thomas 2nd Cr. Hardham

That Council accept the Environmental Health Officers report for the period of April and May 2016.

CARRIED 7/0

8.2 Acting Work's Manager

AGENDA ITEM: 8.2.1 – Acting Work's Manager's Report

Subject:	Acting Works Manager's Report May 2016
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Robert Edwards
Date:	1 st June 2016
Attachments:	Photos of damage to Cramphorne Road, Townsite Bypass Road

SUMMARY

Council is to consider the Acting Works Manager's Report for May 2016.

BACKGROUND

Each month the Works Manager prepares a report for Council on Projects and Activities for that month.

COMMENT

Storm Damage - Gravel Roads and Shoulders on Sealed Roads

Opening-up of the Shires` gravel roads, gravel shoulders on sealed road and floodways have been a major undertaking since the Abnormal Event during March this year. The costs have been significant and have left the Shire short in its budgeted maintenance fund. A flood damage claim has been submitted and is still being assessed.

Damage to the deep drain systems on farming properties is becoming a problem for the Shire. In some cases the drains have completely silted up allowing water to pool on either side of the road causing damage to the road pavement. The Shire is only responsible for drainage on its road reserves, there doesn't seem to be an Authority that takes charge of the drainage maintenance. Water Corp, in conjunction with the AG Dept, is currently conducting a study of the deep drainage system. GHD are accompanying them.

Main Roads have very strict policies covering the direction of water onto the road infrastructure from privately Owned / Leased land. Example; when contour drains are directed to a fence line and onto a road reserve.

Road Maintenance - Winter Grade

The winter grade program is on hold because the opening up of many water damaged roads has left the Shire short of funds for this work. We are missing an excellent opportunity to make use of the moisture needed to successfully carry out sealed road shoulder maintenance. Your regular Works Manager is reluctant to carry out gravel road maintenance in May and June, arguing that until seeding is finished it is a waste of time as there are many occasions where seeding bars have torn up the road surface for many kilometres. (One recent example, the distance was for 14 kms). See attached photos of seeding bar indentations on Cramphorne Road.

Grain Freight Program - Latham Road Realignment

Main Roads Northam has given the OK to commence some work on this Project. Clearing of the new intersection with the NB - Merredin Rd will possibly be delayed for some months due to the vegetated area containing some TEC.

Final approval from the land owners is currently being sought to allow us to carry out Surveying, Fencing and buried Asset locating (potholing). Removal of topsoil and sub-base compaction will follow. Gravel for the sub-grade and base course has been stockpiled.

Gravel sheeting of an existing temporary access road will begin immediately, this is on PTA land and care must be taken not to expand its parameters. An application to move two power poles has been made to Western Power. The poles are within the design of an upgraded entrance to CBH.

Leon Fallon of CBH has given written approval for the Shire to take a small corner off their property in Narembreen. This forms part of the new Fricker Rd into the north east of the CBH property, to tie into their existing road.

The Shire is keen to commence planting of shrubs and trees in designated spots as part of our “offsets” agreement in our Clearing Permit Application. Students from Curtin University who arrive in town on the 9th of October could be involved in this project.

Bruce Rock – Narembreen Rd - RRG funded seal widening program

The last of the gravel has been put in place. Work will recommence in October/November when the weather is suitable for the sealing of the shoulder widening.

Corrigin – Narembreen R2R funded full reconstruction

This 2015/16 project has been held up waiting for DEC approval to clear vegetation which unfortunately contains areas of a TEC.

Town Street Maintenance

Due to frequent heavy rain, it has been necessary to build up the crossovers/ footpaths with gravel to stop water from running into private properties. In some cases a concrete mountable kerb has been added to prevent erosion of the footpaths.

The concrete slab footpath in Thomas St, in front of the Old Club, has been removed and levelled with gravel for the time being.

A lack of Regulatory Signage around town has been noted and an application to Main Roads Northam will be made to have the faded and missing signs replaced.

Oval Dams and Reticulation - Water transfer pump from CBH runoff dam to town dam

The 18.5kw Southern Cross transfer pump has been repaired following an impellor failure due to cavitation as a result of the incorrect installation of the unit. A flow switch and trash filter will be put into the system along with a larger suction line and foot valve. These improvements will result in less time wasted by staff who are required to continually check on its operation.

Worksafe Visit and Inspection

A recent visit by a Worksafe Officer resulted in several work orders being issued. Most had been identified on previous visits. We are now addressing each issue, from the more serious down.

Local Government work places are becoming over regulated, with the amount of paper records overwhelming.

Wilson Road – Resheet required

At the mid-year budget review, this project was deferred to 2016/17. However, since that time, the March rain events and subsequent rains has resulted in Wilson Road being significantly damaged and it is bordering on being unfit for traffic. It is not a road listed on the WANDRRA claim.

Council is asked to consider reinstating this project so that urgent repairs to this road totalling 2 kilometres can be carried out. The original budget amount was \$40,000 and the amount required to do this work is approximately \$15,000.

CONSULTATION

Tony Saraullo of Roadswest Engineering, Main Roads WA Northam, Project Managers.
Leon Fallon CBH. Leger Martin Pump Consultant. Worksafe. Ratepayers.

STATUTORY IMPLICATIONS

Worksafe Act; Environmental Offsets Policy.

FINANCIAL IMPLICATIONS

Delays to Projects as a result of Statutory Compliance may result in delays to Projects into future years.

POLICY IMPLICATIONS

Nil

STRATEGIC COMMUNITY REFERENCE

Strategic Community Plan

3. Connected Communities through a safe and efficient transport network throughout the Shire.

RELATED PARTY TRANSACTIONS

Nil

COUNCIL RESOLUTION

MIN 6205/16 Motion: - Moved: Cr. Padfield 2nd: Cr. Parsons

Authorise the CEO to engage any means to ensure winter grading can commence including the employment of casual staff through LoGo Appointments.

CARRIED 7/0

2.56pm - Cr DeLuis exited the meeting

COUNCIL RESOLUTION

MIN 6206/16 MOTION - Moved: Cr. Padfield 2nd: Cr. Parsons

That Council authorise the allocation of \$15,000 to Wilson Road for the immediate repairs.

**CARRIED 6/0
ABSOLUTE MAJORITY**

2.58pm - Cr DeLuis returned to the meeting.

COUNCIL RESOLUTION

MIN 6207/16 MOTION:- Moved: Cr. Padfield 2nd:Cr Parsons

Council instruct staff to invoice the perpetrators of the damage on Cramphorne and Calzoni Roads.

CARRIED 7/0

OFFICER RECOMMENDATION

That the Council receive the Works Managers Report for May 2016.

COUNCIL RESOLUTION

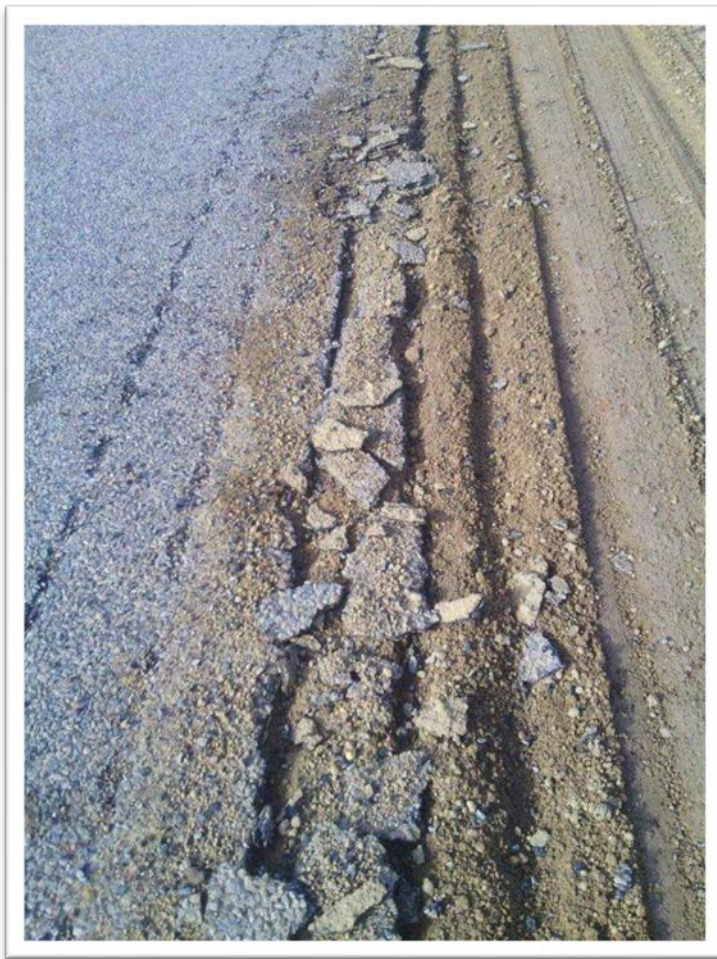
MIN6208/16 MOTION - Moved: Cr. Thomas 2nd Cr. Cowan

That the Council receive the Works Managers Report for May 2016.

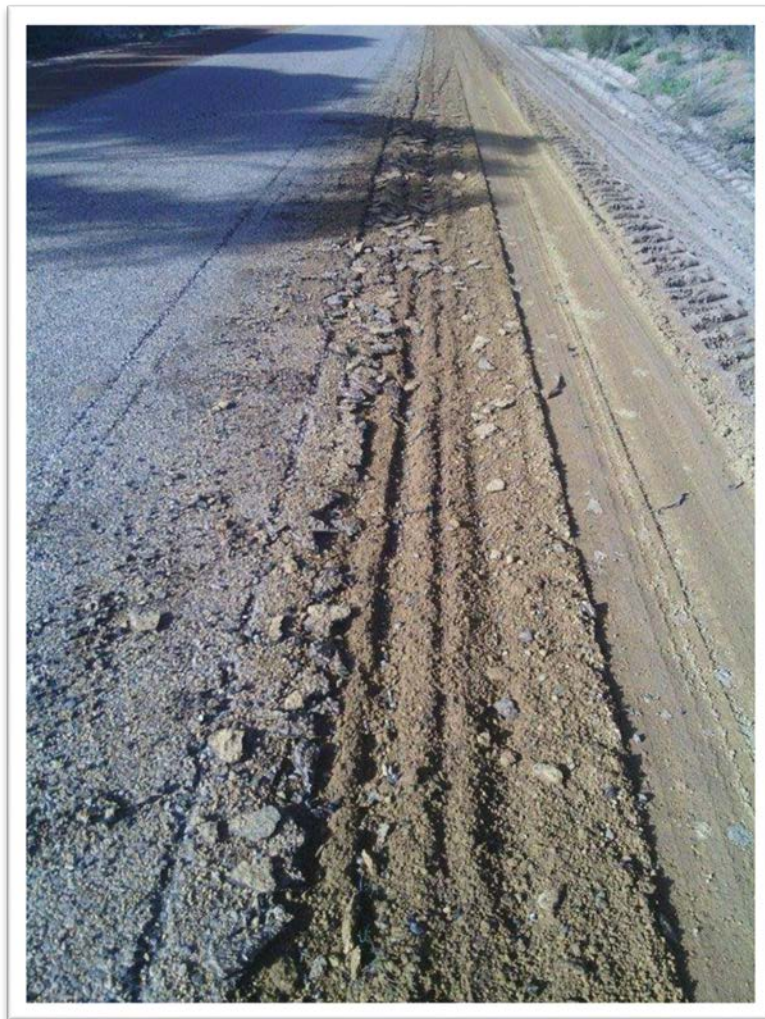
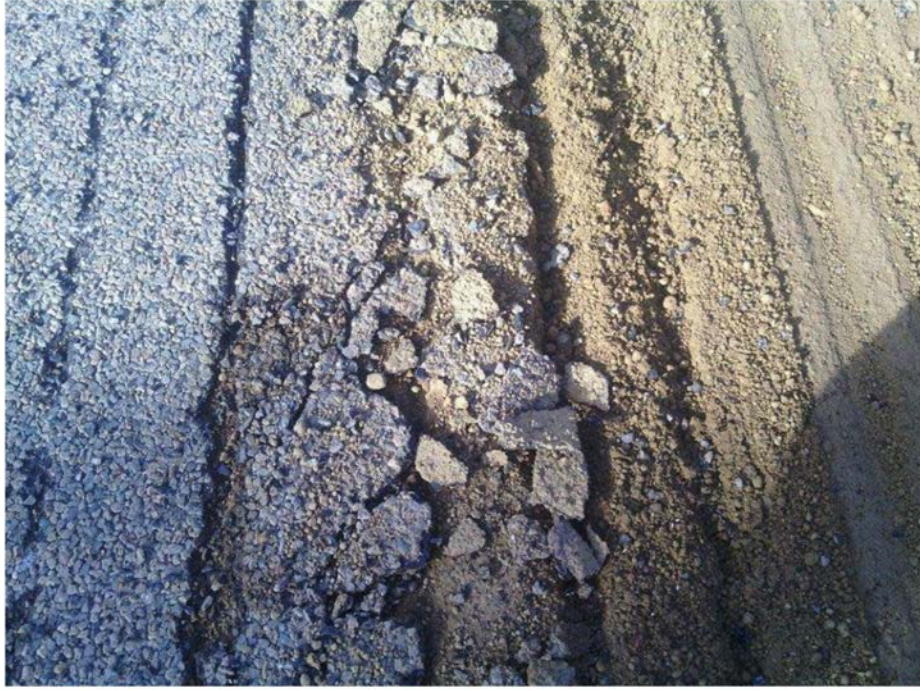
CARRIED 7/0

3.04pm - Robert Edwards exited the meeting and did not return.

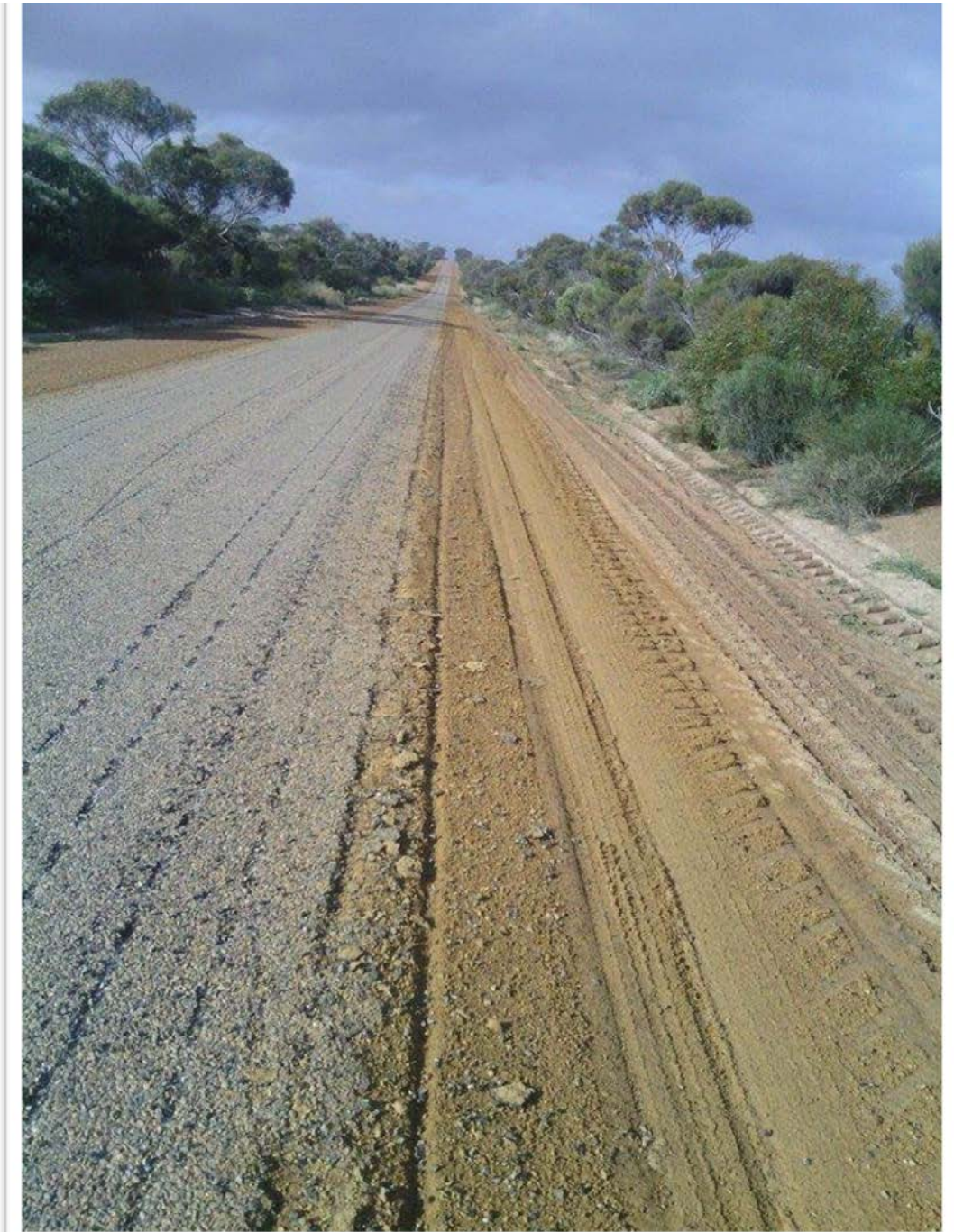
DAMAGE TO CRAMPHORNE ROAD

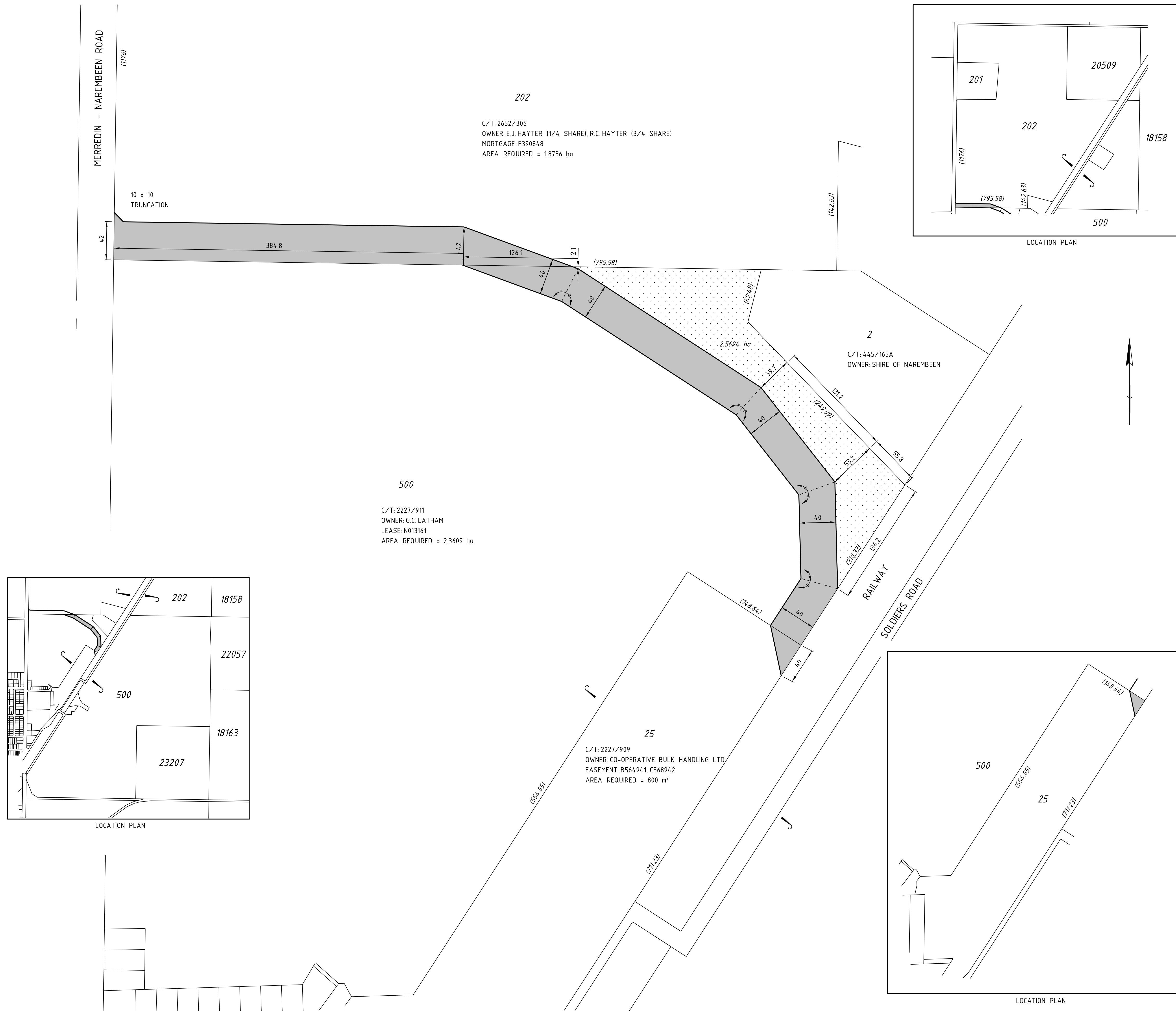


DAMAGE TO CRAMPHORNE ROAD



DAMAGE TO CRAMPHORNE ROAD



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8.3 Building Supervisor

AGENDA ITEM: 8.3.1 – Building Supervisor's Report

Subject:	Building Supervisor's Report June 2016
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	N/A
Disclosure of Interest (Member):	N/A
Author:	Steve Thomas
Date:	3 June 2016
Attachments:	Road Board Inspection Report, Recreation Centre Defects Report

SUMMARY

Council is to consider this report from the Building Supervisor.

BACKGROUND

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

COMMENT

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

Recreation Centre

Finalising the last couple of things to enable Paul Finucane to pass certification.

As requested by Lloyd Pringle from MCG Architects, I have completed a defects report to be passed onto Wauters Enterprises. A copy of the defects report is attached. Carpet issues at the time of the report are still unresolved.

Roads Board Building

In May we had a brief visit from Stephen Carrick, the Heritage Architect to inspect and walk me through the discussions that he had with Kyle in regards to the building. As a result we are now putting an action plan together to document and monitor the following:-

Rising Damp

- Confirm the effectiveness of the air bricks.
- Make contact with the damp proof provider to see its effectiveness and if it should be monitored on a regular basis.
- Investigate the drainage, storm water and reticulation is working correctly.

Cracking

- We are working an effective way to monitor the movement of the building and document changes.
- There will be an inspection pit dug on the south-east corner of the building where we can access the footing to ascertain the construction method and condition of the footings.
- A property inspection report is to be completed with a scope of works for urgent repairs needed.

A copy of Mr Carrick's report is attached for Council's information.

Council is requested to consider allocating funds in an appropriate reserve account for future maintenance and repairs to Council's State registered Civic Precinct.

Building Inspections

At the time of writing this report, the residential inspections were complete and the commercial properties over 70% complete. Reports are being compiled for the budget report.

General

Maintenance on Council properties continues on an as needs basis.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Compliance with the Residential Tenancies Act and Commercial Tenancies Act.

FINANCIAL IMPLICATIONS

As per the budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan
9.2 Manage the organisation in a responsible, accountable and consultative manner

Corporate Business Plan
1.1.13 Protect the heritage across the shire of Narembeen
1.1.14 Support the Narembeen Historic Society as well as other groups to capture and protect the stories of the community, subject to the annual budget
2.1.4 Maintain the Town Hall (and Roads Board Building) and demolish the lesser Hall

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

Council to receive the Building Supervisor's Report.

COUNCIL RESOLUTION

MIN 6209/16 MOTION - Moved Cr. Cowan 2nd Cr. Thomas

Council to receive the Building Supervisor's Report.

CARRIED 7/0

3.23pm - Mr Thomas exited the meeting and did not return.

**SHIRE OF NAREMBEEN
HERITAGE ADVICE No.1**

**NAREMBEEN ROADS BOARD BUILDING (FMR)
CONSERVATION OF EXISTING BUILDING
STEPHEN CARRICK ARCHITECTS
30 May 2016**

1. Issues

2. Background

3. Heritage Listing

4. Significance

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5. Available Documentation

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6. Current Situation

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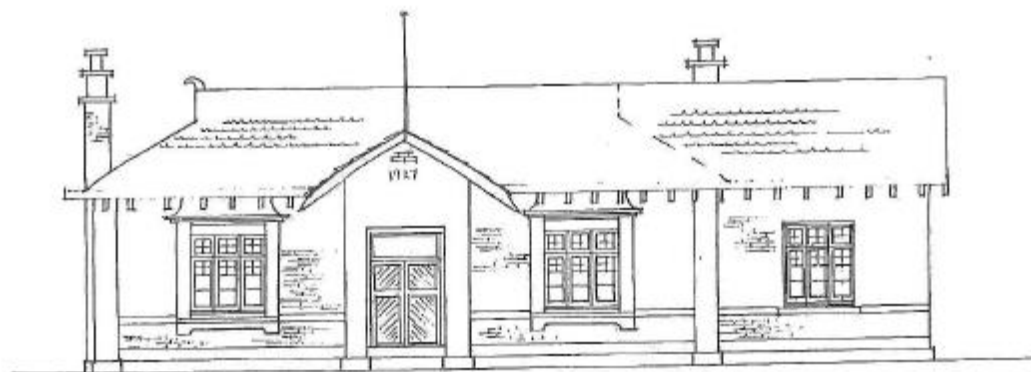
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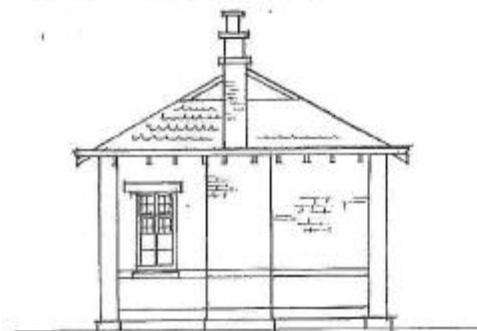
7. Advice

Director
Stephen Carrick Architects Pty Ltd

Appendix A



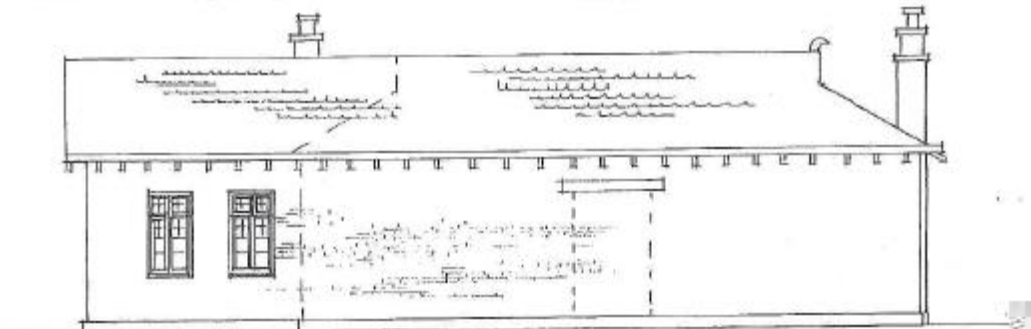
EAST ELEVATION (FRONT Latham Street)



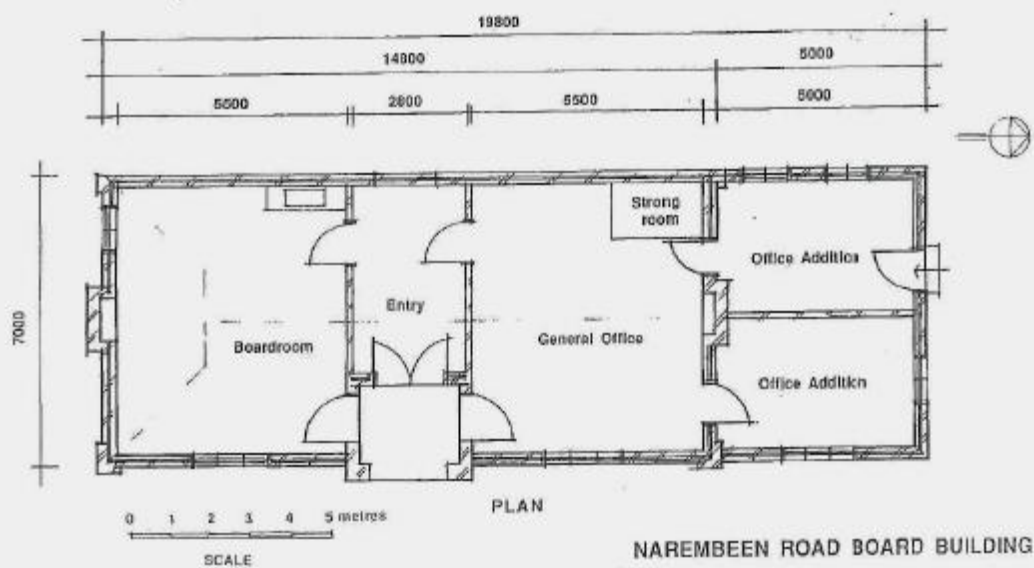
NORTH ELEVATION (R.O.W.)



SOUTH ELEVATION



WEST ELEVATION (REAR Public Hall)



NAREMBEEN ROAD BOARD BUILDING

Appendix B

7.0 STATEMENT OF SIGNIFICANCE

The Narembeen Roads Board building is of considerable significance to the community of Narembeen, the eastern wheatbelt region for the following reasons;

a close association with the pioneers of Narembeen;

a strong association with the civic and community leaders;

association with particular civic leaders in their recognition by dedication of rights and privileges;

the civic contributions to Australia at war.

represents the contribution and dedication to the community service by people in the Narembeen;

associations with the community of Narembeen;

functions that reflect the changing economical fortunes of the town.

contributes to a cohesive streetscape within the "civic precinct" in Latham Street;

an important townscape element in Narembeen, central within three of the most significant extant buildings in Narembeen;

the community's sense of place for its pivotal civic role;

the diversity of civic functions and responsibilities in the community development of the town and region;

was instrumental in the evolution of the town and region of Narembeen;

it demonstrates a way of life;

it has the potential for the interpretation of the history of Narembeen and ;

the place demonstrates the civic and community ethic of the Narembeen community which has continued since the inception of the town.

Appendix C

MUNICIPAL INVENTORY OF HERITAGE PLACES

Shire of Narembreen

Reference No. 6

Place name: former Narembreen Roads Board building **Former or other names:**

Type of Place: offices

Address of Property: Latham Road Narembreen



Land Description: Lot 19 Loc No. 21205 Plan 4651 C.T. Vol. 135 Fol. 822

Map References: Narembreen Townsite

Owner: Narembreen Shire **Address:** 1 Longhurst Street Narembreen **Phone:** 090647308

Occupier: Tenant

Public Access: restricted/occupied

Construction Date: 1927

Alterations/Additions Date: 1956

Architect: WJ Thorn **Builder:** W Adams **Associated Persons:** Narembreen pioneers. Civic Leaders; Sir Charles Latham, Hendy Cowan, Freeman; Arthur Latham & Richard (Bob) Cheetham

Original Use: civic administration **Current Use:** Local newspaper office and tourist display

Description: The Road Board Building was purpose built to administer the governing of the Narembreen district. The building is a brick and tile construction with a timber floor structure. Both the original 1927 building and the 1956 extension are double cavity brick construction. The red brick is laid in a stretcher bond, with a rendered string course at sill level and a rendered foundation. The original face bricks have been painted up to the string course on all sides except the rear elevation (west). The external corner quoins are rendered on all facades except the back wall. The roof is tiled with terracotta clay tiles on a pitch of approximately 30 degrees. The domestic hip roof with gablets was balanced either end with tall chimneys prior to the extension roof which finishes in a full gable on the north end. The entry porch is recessed under the main roof with a gable detail informing of the entry to the building. The entry pillars are a continuum of the walls forming the recessed space of the entry. They are rendered and extend uninterrupted into the gable front. The year of "1927" is embossed in raised lettering. The soffit is lined in tongue and groove boards and painted white. A flag pole rises unobtrusively from the ridge of the porch gable. Balanced either side of the entry are two sets of casement windows. The sets of three timber framed casement windows were originally stained jarrah but have been painted. Rendered concrete lintels form a continuum to a rendered string course at eaves height. The extension on the north side in 1956 provided a library facility and another office space adjoining the General Office.

The walls in all the rooms are a hard plaster finish with a recessed banding at dado height and a picture rail non-continuous along each wall. Decorative air vents are situated high on the walls in each room. Fireplaces are central within the south wall of the "Boardroom" and the north wall of the "General Office", both been flush boarded over with no evidence of mantle piece. Each of the three rooms have high flat ceilings with a different finish. The "General Office" has a pressed metal ceiling with a square detailed pattern. The "Boardroom" has a plaster ceiling

with a different and larger square pattern. The foyer has a pressed metal square pattern with a geometric detail. The original light fittings remains insitu in each room. A sink has been a very recent intervention into the "Boardroom". Two Boardroom tables from different eras of the Narembeen Road Board administration are still in the building. A number of Board room chairs are also evident, some of which have been donated by prominent citizens. There is a foundation plaque on the front wall south side of the entry

The original symmetry of the front facade was interrupted with the extension which while responsive in terms of the proportions, the classical proportion and balance is gone. The street view obscured by the trees offers the suggestion of the original symmetry of the front facade.

Condition: fair/good **Authenticity:** high degree **Integrity:** intact
Historical theme: CIVIC During the pastoral history of the settlement of the Narembeen district, the Greenhills Road Board had jurisdiction until 1913 when the East Avon Road Board was created, and subsequently became the Bruce Rock Road Board in 1918.

After Connolly and Hale purchased 30 acres of Tom Savage's land at the railhead in 1922, and subsequently gained a hotel license, the town of Narembeen was created. In July that year the farmers from within the Narembeen area formed a Progress Association, one of the aims of which was to establish a Narembeen Roads Board. As the predecessor to the Narembeen Road Board, the Narembeen Progress Society was proactive in developing the facilities and infrastructure of the new "private" town of Narembeen. In June 1924 the Narembeen Road Board was formally proclaimed, and the Narembeen Progress Association disbanded.

At the Narembeen Road Board elections on 23 August 1924, seven board members were elected from the ten nominations. Charles Latham was elected as the first chairperson of the Narembeen Road Board and remained in that position until 1926. During that time he was a member for York in the Legislative Assembly, a position he held from 1921 until 1942 when he was appointed to the Senate. Latham's knowledge of governmental procedures, his leadership abilities and his enthusiasm for the Narembeen district forged a progressive beginning in local government. All the board members were pioneers of the area, and equally committed to the prosperous development of Narembeen. Having proven their ability to survive the land, they gave of their precious time to establish the Road Board. The foundations established in the formative years of the district were essential to the development of the district.

The land on which the hall is situated was donated by Connelly and Hale for civic purposes. The building was officially opened by Mr Charles G Latham on 13 August 1927. From the very beginning the south ward lobbied for greater representation, and in 1926 they gained two representatives making a nine member board. In 1938 a Town Ward was established, and the south lost one of its members. The nine member board has been in place ever since.

Interestingly, the establishment of the Town Ward and the post depression prosperity coincided, and the Narembeen Road Board set out to implement large scale civic planning. The new Public Hall was built in 1939, the State School was upgraded to become an area school, new staff quarters were constructed at the Narembeen Hospital, an automatic telephone exchange was installed at the Post Office and a District Library was established in the Road Board Building.

In 1946 an Infant Health and Welfare organisation was formed with the first visit to Narembeen taking place on 15 October 1947, in the foyer of the Roads Board office. This arrangement continued until the spotters post was converted specifically for the Infant Health Clinic in 1948.

The advent of World War Two changed the focus of the Road Board activity. The release of extensive areas of land in the eastern sector of the Narembeen Shire in the late 1940s, and the settlement of a new generation of soldier settlers gave a new impetus to the Narembeen Road Board. Infrastructure and community facilities were required. The Road Board operations expanded considerably, and by 1956 it was necessary to extend the office facility with the addition of a library and extra office.

In 1961 legislation changed the name of the local governing bodies from Road Boards to Shire Council. From then on the Narembeen Shire Council occupied the Roads Board building. The 1960s was a time of prosperity, the Narembeen School was elevated to the Junior High School in 1962 and the swimming pool was constructed in 1963. The Shire had notions of a new civic facility, but the general community services development was a greater priority, the airfield site was resumed in 1967, a drive-in theatre was built in 1968.

The Narembeen Shire Council carried on the tradition and the social, cultural and welfare facilities they provided in the community and are ever responsive to the progress of Narembeen. When the Shire did have new premises built in Longhurst Street in 1975, the Library moved too, and the Roads Board Building was vacated. The Historical Society approached the Shire. They had established a separate organisation to deal with tourism, enabling them to qualify for funding programs and grants. The Narembeen District Permanent Display Centre was established and the Governor Sir Wallace Kyle officiated at the opening on 11 September 1979.

The other section of the Road Board Building, the Boardroom was for the use of another community function, the community newspaper "The Fencepost".

Associated People:

One of the original pioneers of the district, Charles Latham settled the land along side his friend Thomas Savage. Charles Latham was a member, and foundation Chairman of the Bruce Rock Road Board. He was the Minister of Lands and Health in the Mitchell Government (1930-1933) He led the Country Party between 1930 and 1942 as a member of the Legislative Assembly for York. In 1946 he was elected to the Legislative Council as a member for Central Province. In 1948 he was knighted. He was President of the Legislative Council for two years until 1960.

The Chairmen of the Roads Board, and Council Presidents gave direction in the progress of the Narembeen community. Recognition of exceptional service is rewarded with the Local Government certificate for 15 years or more service. Mr AW Latham (35 years), A Roach (31 years), R Cheetham (26 years), M Sloss (24 years), W Currie (22 years) and Richard K Cheetham. Mr A W Latham and Mr Richard (Bob) K Cheetham both have the privileged distinction of having been made "Freemen" in recognition of their significant contributions to Narembeen.

Richard (Bob) K Cheetham was a local government member for 27 years and served as the Shire President from 1973 to 1980. He represented the Great Eastern ward on the Executive of Local Government for ten years. His father, R Cheetham was one of the foundation members of the Narembeen Road Board and a significant figure in the development of Narembeen.

In 1981 Arthur William Latham received the Australia Medal in recognition of his civic work. During his 35 consecutive years on the Narembeen Council from 1938, 16 years were spent as Chairman or President. He was also a director of Co-operative Bulk Handling Ltd, and an office bearer of the Council of Grain Pool of WA. He was associated with the numerous cultural and civic projects in Narembeen including the Historical Society, the Hospital Board, the Anglican Church, and was the association President or patron of most of the sporting clubs in the district.

Statement of significance: The Road Board building represents a diversity of civic functions and responsibilities in the community development of the town and region. The place demonstrates a close association with the pioneers and civic leaders of Narembeen. The place contributes to a cohesive streetscape within the "civic precinct" and is an important townscape element in Narembeen. The Road Board building demonstrates the community's sense of place for its pivotal civic role. The Road Board Building is the only example of public architectural style in Narembeen and represents the foundation of the civic development of the town and region.

Conservation Recommendation: 2 Retain & conserve. Implement Conservation plan

Existing Heritage Classification: National Trust classification 1995

Bibliography: BRISTOW I *Seedtime & Harvest A History of the Narembeen District 1888-1988*

Narembeen Shire Council 1988

BRISTOW I Local Government Narembeen Historical Society 1973

BRISTOW I Narembeen Golden Jubilee booklet 1979

GRAY L Conservation Plan 1995

Date of Assessment: November 1995

Revision date:

Recreation Centre Defects Report

Carpet installed incorrectly

1. Main entry doors are binding on the aluminium frame G01
2. Florescent light western end Community Space 1 of the bar not working. change tubes and it worked for a week and has stopped working again
3. Community Space 1 Southern double doors (G44) jamming and not opening correctly
4. Bar 2 roller shutter (G82) jamming
5. Bar 2 Bulkhead ceiling joins exposed / cracked
6. Cool room slider floor grate is bent buckled
7. Double doors (G42) edges coming apart
8. Door (G62) into kitchen the half door locking bolts pulling out
9. Kitchen ceiling opposite fridges bubbling at the join for about 2Metres
10. Kitchen ceiling opposite door G25 to range hood has cracked
11. Evacuation diffusers missing at doors G62 and G14.
12. Main electrical cabinet doors (G46) edges are coming apart
13. First aid room door (G32) edges are coming apart
14. Store 2 doors (G31) not locking.
15. Store 2 doors (G31) jamming
16. Store 2 door (G31) door closer has come off
17. Visitors Change rooms Highlight windows leak
18. Ceiling edge starting to sag common throughout
19. Unpainted door edges?

8.4 Chief Executive Officer

AGENDA ITEM: 8.4.1 - Wheatbelt Freight Plan

Subject:	Wheatbelt Freight Plan
Applicant:	Chris Jackson
File Ref:	ADM545
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	30 May 2016
Attachments:	Copy of Main Roads letter regarding Wheatbelt Freight Plan

SUMMARY

Council is requested to determine which roads are to be nominated as preferred collector roads for the proposed Wheatbelt Freight Plan and endorse the proposed timelines to aggregate each local government's collector roads submissions.

BACKGROUND

In late 2014 Wheatbelt South Regional Road Group (WBS RRG) requested WALGA to facilitate a workshop to discuss and identify ways to address a number of cross-Shire border RAV access issues with the aim of creating a clearer continuous freight network in the Wheatbelt. The workshop in the South was replicated by a similar workshop for Wheatbelt North Regional Road Group (WBN RRG). These workshops were also attended by managers from Main Roads Wheatbelt Region and Heavy Vehicle Services.

At these workshops sub-groups marked up maps indicating issues with the current freight network and identifying aspirational freight routes for the future.

WALGA compiled the data gathered at these workshops and it was passed onto Main Roads Wheatbelt in February 2016.

WALGA, Heavy Vehicle Services and Main Roads Wheatbelt have been discussing what actions need to be taken to clarify and rationalise the freight network in the Wheatbelt and discussions have been held with both the Department of Transport and Wheatbelt Development Commission.

COMMENT

It has been agreed to proceed with three workstreams:-

Workstream 1 – RAV assessment backlog

The Main Roads Wheatbelt structure has sufficient officers trained in RAV assessments to assist HVS in dealing with new enquiries, but there is a significant backlog of RAV assessments that needs to be addressed.

HVS has worked with WALGA to streamline the RAV assessment process and produced new guidelines. HVS is also seeking to secure additional resources to clear the backlog of RAV assessments.

Workstream 2 – The Final Mile

Wheatbelt farmers are likely to continue to utilise larger truck configurations in the future to take produce from paddock to grain bin or port to abattoir. Given that not all Local Government roads are on the RAV network a mechanism by which farmers can legally transport produce from paddock to the approved RAV network needs to be determined.

HVS will work with WALGA to identify options for the last mile access.

Workstream 3 – Produce a Plan for a Secondary Road Freight Network in the Wheatbelt

When the RAV system was created individual Shires took different approaches to which roads/routes should be on each RAV network. This has resulted in the discontinuous RAV routes across Shire boundaries and a complex RAV network for freight companies to negotiate.

Given that Workstream 2 will identify a way to enable produce to be brought to the RAV network it is necessary for Local Governments to identify and agree on which Local Government roads should be the main collector roads to bring freight traffic to the Main Roads Network and what RAV rating those collector roads should be.

These collector roads would be open for use by all suitable RAV vehicles without permit with Workstream 2 providing the method by which RAV vehicles could get from paddock to the collector road.

These identified and agreed collector roads can then form an aspirational secondary road freight network and if all 43 Wheatbelt Local Governments endorse the plan funding will be sought to identify and design improvements to attain the relevant RAV rating for the route and then construct the improvements. This plan can be shared to enable industry to base investment decisions on the Wheatbelt freight network.

This approach would attract all freight traffic onto a finite number of Local Government roads enabling the relevant Shire to focus investment and maintenance effort on these routes and dramatically reduce the maintenance necessary on other routes.

Workstreams 1 and 2 are being taken forward by HVS and WALGA.

Workstream 3 has been progressed with Main Roads Wheatbelt reviewing the feedback from all eight sub-groups at the workshops and producing maps showing what each sub-group proposed. Main Roads Wheatbelt has also created an overall Wheatbelt map showing the output from the workshops and a spreadsheet commenting on the proposals from each sub-group. This assessment has identified some clashes between sub-groups and Main Roads Wheatbelt has identified these in the comments.

In order to progress Workstream 3 we now need shires to confirm which routes in each sub-group are to be regarded as collector roads/routes and to address any of the clashes identified in the Main Roads comments. To this end Lyn Baker and Ricky Storer have been asked to co-ordinate Local Government feedback. Main Roads Wheatbelt will then represent the Shires' wishes on an overall Wheatbelt plan for endorsement by all Local Governments.

To provide guidance on identification of the proposed collector roads;

- Each route must connect to the Main Roads network;
- Each Sub-Group must identify no more than 10 collector routes;
- Parallel collector routes must be at least 20km apart.

In order to enable Main Roads Wheatbelt to compile and submit a business case in September/October to seek funding to develop the identified collector routes it is requested that this approach be tabled at Council meetings in May and June with sub-groups meeting to agree their collector freight routes in June. Special RRG meetings can then be held in July to endorse the joint road freight plan.

Attached are the maps marked up by each sub-group, the overall Wheatbelt map and spreadsheet for discussion.

This is a great opportunity to work together for the overall benefit of the Wheatbelt with the possibility of securing funding for a programme of improvements to our road network which will be over and above normal RRG funding. Timelines need to be met to enable the business case to be submitted in time for the budgeting process.

It is proposed that each local government nominate their preferred collector roads at their June meeting of Council. Main Roads Wheatbelt sub group meetings will then be held to finalise the collector roads by the end of June. The sub-group maps will then be presented to Regional Road Group meetings to endorse the maps so that Main Roads can make funding submissions.

CONSULTATION

Main Roads WA
Wheatbelt Regional Road Group

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Future budgets may need to incorporate funding to ensure collector roads are built to a required standard.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Narembeen Strategic Community Plan
3. Connected communities through a safe and efficient transport network throughout the Shire.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council identify and nominate preferred collector roads for inclusion in the Roe sub-group submission to Main Roads Wheatbelt Freight Plan.

COUNCIL RESOLUTION

MIN 6210/16 MOTION - Moved: Cr. Hardham 2nd: Cr. Cowan

That Council nominate the following roads as the preferred collector roads for inclusion in the Roe sub-group submission to Main Roads Wheatbelt Freight Plan;

*Kondinin - Narembeen Road
Narembeen - Merredin Road
Bruce Rock - Narembeen Road
Narembeen to Hyden via Mt Walker Road
Narembeen - Corrigin Road
Moorine South Road
Cramphorne Road
Wogarl Road
South Kumminin East Road*

CARRIED 7/0

COUNCIL RESOLUTION

MIN 6211/16 MOTION: - Moved: Cr. Parsons 2nd: Cr Cowan

That Council negotiate with Main Roads to rate all roads in the Shire as RAV4 (some with conditions as required) except for those roads already rated above RAV 4.

CARRIED 7/0



Enquiries: Craig Manton
Our Ref: D16#292820

10 May 2016

Chris Jackson
CEO Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369



ADM 564

Dear Chris,

Wheatbelt Freight Plan

In late 2014 Wheatbelt South Regional Road Group (WBS RRG) requested WALGA to facilitate a workshop to discuss and identify ways to address a number of cross-Shire border RAV access issues with the aim of creating a clearer continuous freight network in the Wheatbelt. The workshop in the South was replicated by a similar workshop for Wheatbelt North Regional Road Group (WBN RRG). These workshops were also attended by managers from Main Roads Wheatbelt Region and Heavy Vehicle Services.

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HVS has worked with WALGA to streamline the RAV assessment process and produced new guidelines. HVS is also seeking to secure additional resources to clear the backlog of RAV assessments.

Workstream 2 – The Final Mile

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HVS will work with WALGA to identify options for the last mile access.



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Attached and with this letter is a tube from Main Roads Wheatbelt containing the maps marked up by each sub-group, the overall Wheatbelt map and spreadsheet to facilitate your discussions.



mainroads
WESTERN AUSTRALIA

This is a great opportunity for us all to work together for the overall benefit of the Wheatbelt with the possibility of us securing funding for a programme of improvements to our road network which will be over and above normal RRG funding. I therefore request that you endeavour to meet the timeline indicated above to enable the business case to be submitted in time for the budgeting process.

Yours sincerely

Craig Manton
Wheatbelt Regional Manager

Rick Storer
Chair Person WBN RRG

Lyn Baker
Chair Person WBS RRG

AGENDA ITEM: 8.4.2 - Narembreen Townsite Bypass

Subject:	Lot 500 Wadderin – Hythe Farms
Applicant:	Merrick and Dianne Latham – Hythe Farm Trust
File Ref:	ADM500
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan
Date:	2 June 2016
Attachments:	Letter from Merrick and Dianne Latham; Plans showing proposed bypass route; Policy 3.1.18

SUMMARY

Council is to consider the letter from Merrick and Dianne Latham, Directors of Hythe Farm Trust and Company.

BACKGROUND

The Grain Freight Townsite bypass project is the last Grain Freight Network project in the Shire of Narembreen to be done.

Originally budgeted at \$1.8million, the project, with support from Main Roads WA, is budgeted at \$3.5million.

The proposed bypass starts on the Merredin – Narembreen Road at the south west corner of Lot 202 and crosses into Lot 500 as shown on the attached drawing (201608-SP01) and continues on to the CBH property.

COMMENT

Design works for this project are almost complete and, at the time of writing, land dealing plans should be completed by early June 2016 after which consent papers will be sent to the landholders authorising access to the two properties so that preliminary works for the townsite bypass can commence.

Lot 500 is owned by G C Latham and the Shire has been negotiating with him in relation to the bypass. Council's policy in relation to compensation is that compensation will be paid to landholders who lose land for the purposes of Council related activities at the rate of \$1,250 per hectare.

As Mr G C Latham is the owner of the lot, it could be contended that any claims for compensation by Merrick and Dianne Latham should be made against G C Latham. However, it would be prudent for Council to seek legal advice in order to properly ascertain the legal relationship between Merrick and Dianne Latham, G C Latham and Hythe Farm Trust and company before decision pertaining to the payment of compensation and/or future loss of earnings, or otherwise, is considered by Council.

With regard to the Merrick and Dianne Latham's assertion that Lot 500 will become an island paddock", discussions with the Works Manager confirm that there will be no loss of access to Lot 500. A gate already exists at the eastern end of Lot 500 adjacent to CBH and it is part of the planning to ensure there is no loss of access.

CONSULTATION

Bob Edwards, Works Manager

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Payment to land owners for resumption of land.

POLICY IMPLICATIONS

Policy 3.1.18 Land Acquisition (Compensation) Policy – attached.

STRATEGIC PLAN REFERENCE

Shire of Narembeen Strategic Community Plan

3. Connected communities through a safe and efficient transport network throughout the Shire

3.1 All residents and visitors are able to move around the Shire in safety and with ease

Shire of Narembeen Corporate Plan

3.1.2 Advocate for agricultural access to rail and continue to leverage funds from the Grain Freight Network.

3.1.4 Remodel the entrance to the Narembeen Town site.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:

1. Authorise the Chief Executive Officer to meet with G C Latham and Merrick and Dianne Latham to discuss their claims as requested in the Merrick and Dianne Latham letter of 25 May 2016;
2. Authorise the Chief Executive Officer to seek legal advice as to whether any claims for loss of earnings (future and/or present) as presented by Hythe Farms Trust in their letter are legitimate, and establish the legal framework and relationship between G C Latham, Merrick and Dianne Latham and Hythe Farm Trust and Company so that Council is properly informed for any further consideration by Council.
3. Present the legal advice at the next ordinary meeting of Council after the advice is received for Council consideration.

COUNCIL RESOLUTION

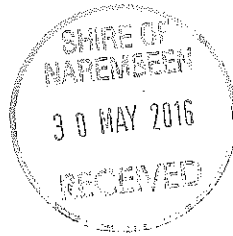
MIN 6212/16 MOTION - Moved Cr. Padfield 2nd Cr. Parsons

That Council acknowledge the letter received from M & D Lathlam and Council will contact the landowner for further discussion.

CARRIED 7/0

REASON FOR CHANGE: Council was of the opinion that communication with the land owner should occur before any other action is taken.

Merrick and Dianne Latham
Hythe Farms
PO Box 29
Narembeen 6369 WA



SHIRE OF NAREMBEEN			
RECEIVED:			
30.05.2016			
President:		CEO:	✓
EMCS:		WM:	
EHO:		SFO:	
CRC:		Other:	
Filing:	ADM 500		

May 25, 2016

Chief Executive Officer
Shire of Narembeen
Mr Chris Jackson

Dear Chris

It has been brought to our attention by Gaynor Latham that the Narembeen Shire in conjunction with Main Roads will be starting proceedings developing a new bypass road, on our farm paddock north west of the wheat bin and so I am writing to address a few concerns we have surrounding this development.

As you are aware we have seeded our wheat crop into this paddock and are concerned over the process that will be carried out in order to value our loss through development of the area. I am assuming that an assessment of the growing crop and potential crop yield will be taken into consideration? Also will a value be placed on future loss of production, through land development?

Another concern is that the paddock will become an "island paddock" in that we will not have access from the road side and as such will have to go through town with machinery and livestock in order to enter the paddock for farming operation. This paddock is used for sheep grazing when not in crop and so the ease of movement of livestock to and fro is a priority for us.

As operators and part owners of Hythe Farms, Merrick and I can fully understand the need for this bypass road and therefore a meeting with you over this matter would be appreciated to discuss your process by which compensation is carried out.

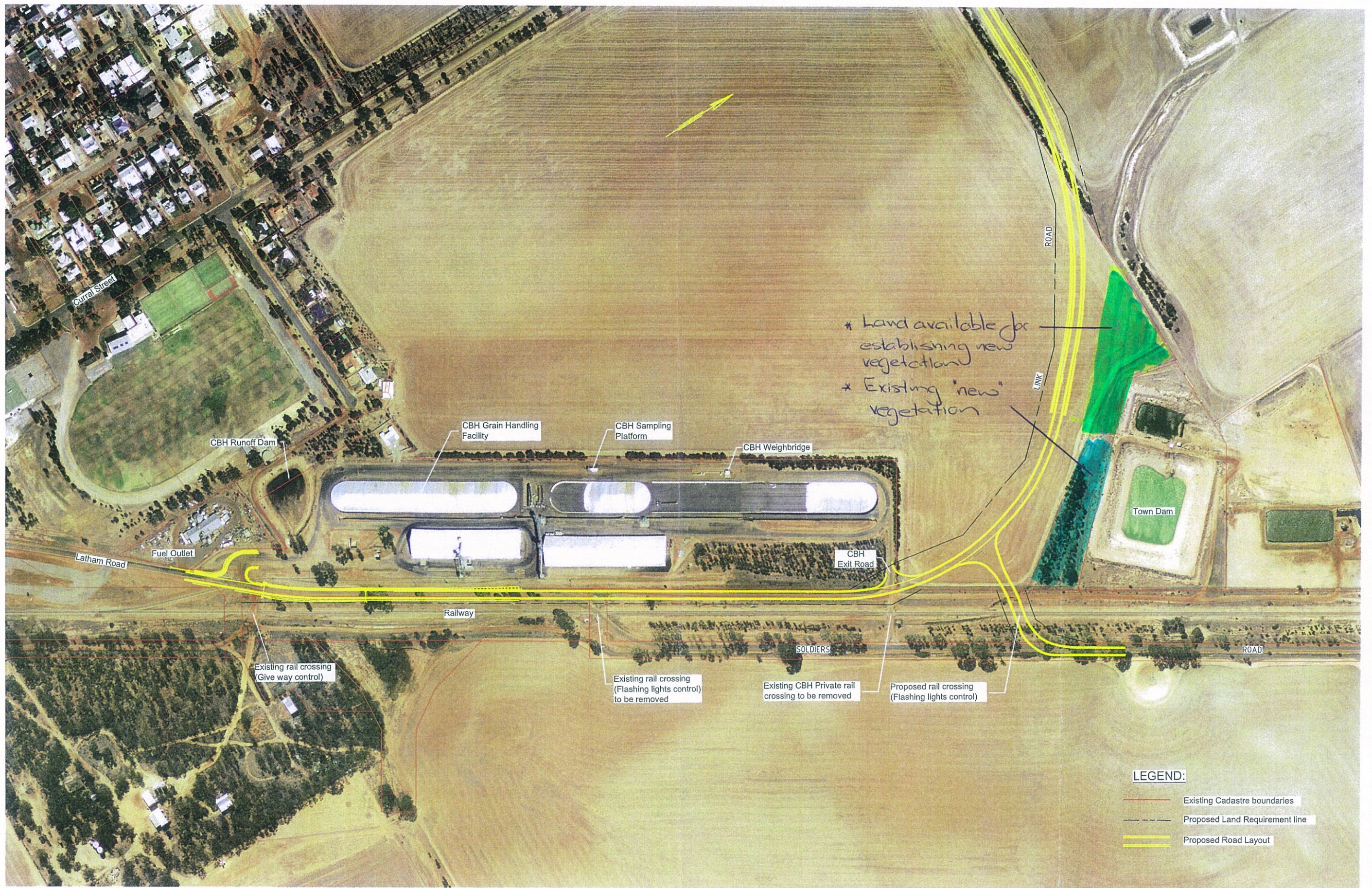
In anticipation of your reply to this matter,

Regards

Merrick and Dianne Latham
Directors of Hythe Farm Trust and Company

Merrick Latham

Dianne Latham



No	DESCRIPTION	APPROVED & DATE	No	DESCRIPTION	APPROVED & DATE
	AMENDMENTS			AMENDMENTS	

METADATA
 GROUND SURVEY STANDARD:
 DATE OF CAPTURE:
 MAPPING SURVEY STANDARD:
 DATE OF CAPTURE:
 MAIN ROADS PROJECT ZONE: KONDININ94
 HEIGHT DATUM: A.H.D.

mainroads
 REGIONAL SERVICES
 WHEATBELT REGION
 PEEL TERRACE
 Telephone (08) 9622 4777
 HOKINE ROAD
 Telephone (08) 9881 0566
 NORTHAM 6401
 Fax (08) 9622 3767
 NARROGIN 6312
 Fax (08) 9881 0503

ROADSWEST
 ENGINEERING GROUP WA PTY LTD
 PROJECT MANAGEMENT & CIVIL ENGINEERING
 SUITE 13, 6 LEIGH ST., BURSWOOD WA 6100
 TELEPHONE: (08) 9472 4102
 FACSIMILE: (08) 9472 4102

DESIGNED/DRAWN N. CILLI/C. OLIVER JUNE '15
VERIFIED
DIRECTOR
APPROVED (MRWA)
MRWA FILE No.

SOLDIERS ROAD
 MERREDIN-NAREMBEEN ROAD/LINK ROAD
 NAREMBEEN TOWNSITE
 SCHEME PLAN
 LOCAL AUTHORITY (L17) SHIRE OF NAREMBEEN
 MRWA DRAWING NUMBER
201508-SP02

SCALE
 A
 1



POLICY SECTION:	Finance
POLICY NUMBER:	3.1.18
POLICY TITLE:	LAND ACQUISITION (COMPENSATION) POLICY

POLICY

Council is to compensate land owners an amount of \$1,250 per hectare in exchange for land acquired for public or civic works undertaken by the Shire of Narembeen.

OBJECTIVES

Where Council needs to acquire land (compulsorily or by agreement) for public or civic works, this policy provides for fair and reasonable compensation for affected land owners.

SCOPE

This policy is not limited to road works, and may include acquisition for other purposes.

Application of this policy for works other than stated above is to be presented to Council for consideration.

PRINCIPLES

The guiding principle for this policy relates to recognition by Council that property owners will be fairly compensated for land exchanged that will be used for Council purposes.

GUIDELINES

Council and staff are to consider this policy when programming construction works and setting annual budgets.

The amount of compensation payable will be \$1,250 per hectare. For part hectares, the amount payable will be pro-rated based on square metres.

POLICY REQUIREMENTS

Staff will pay affected land owners the compensation amount for land acquired, whether compulsorily or by agreement. The total amount payable will be determined by mutual agreement between the Chief Executive Officer, or his delegate, and land owner based on the total area of land acquired.

DELEGATED AUTHORITY

Chief Executive Officer or the Chief Executive Officer's delegate.

REVIEW

Chief Executive Officer

HISTORY

Adopted: 16/03/2016 MIN: 6158/16
Reviewed:

AGENDA ITEM: 8.4.3 - Narembreen Recreation Centre Playground

Subject:	Narembreen Recreation Centre Playground
Applicant:	N/A
File Ref:	ADM103
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan
Date:	7 June 2016
Attachments:	Kidsafe playground fencing guidelines

SUMMARY

Council is to consider confirming the location and design of the playground at the Recreation Centre.

BACKGROUND

On 18 November 2015, Council resolved the following:

MIN 6084/15 MOTION – Moved: Cr. Cowan 2nd: Cr. DeLuis

That Council:

- 1. Approve that new playground equipment at the Narembreen Recreation Centre be located off the north/east corner of the recreation centre building behind the cricket nets as shown on the attached plan.*
- 2. Confirm that the design of the playground is to minimise any impact on views from the building and use a soft fall material on the base.*
- 3. Request that staff now proceed with an application to Lotterywest to assist with funding the project.*

CARRIED 6/1

LotteryWest has subsequently approved the Shire's application for grant funds, the amount being \$75,840.

COMMENT

As a result of an on-site meeting with Stuart Yandle representing the Narembreen Cricket Club and the author of this report, alternative locations for the playground were considered that might involve the relocation of the cricket nets.

If the cricket nets were to be relocated, siting the playground where the nets currently are would be unsuitable as it would be very close to the hockey field, and result in a significant increase in risk of injury to children using the playground during the hockey season.

Identifying alternative sites to the south for the playground are limited due to proximity of the football oval boundary and which would impede access to the change rooms by footballers. This location would also result in the playground being too far from parents for acceptable supervision.

The already approved site remains the best option, although it is noted that design of the playground should minimise any impact on the viewing of cricket matches by players, spectators and scorers.

Although Council is reluctant to include a fence on the perimeter of the playground, it is a condition of the LotteryWest grant that a fence be built. Information provided by Kidsafe on fencing playgrounds is attached for Council's information.

The provision of a fence will provide parents with improved supervision capability while at the same time reducing the risk to Council where children are in a safer play environment.

Design concepts will be presented to Council for consideration.

CONSULTATION

Stuart Yandle, Narembreen Cricket Club
Julian Goldacre, Environmental Health Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

To be included in the 2016/17 budget.

POLICY IMPLICATIONS

9.1.11 PARKS AND RESERVES – ACCESS & USAGE POLICY

For the purposes of this policy, parks and reserves include playgrounds, reticulated and non-reticulated active and passive parks, developed and undeveloped recreation reserves and conservation reserves under the care and control of the Shire of Narembreen.

The following principles will be applied by the Shire of Narembreen:

- Parks and reserves will be managed and effectively maintained to acceptable industry standards.
- Parks and reserves management practices will consider any environmental impact and will apply careful consideration to local landscape character and existing site conditions.
- Parks and reserves will be functional, accessible to all groups in the community and safe to use.
- Where considered appropriate, the community will be consulted regarding matters of significance to parks and reserves.
- Facilities and services will be provided to enhance visitor experience of Parks and Reserves.

STRATEGIC PLAN REFERENCE

Shire of Narembreen Corporate Strategic Plan
2.1.5 Continue to maintain and enhance, subject to annual budget, the various playgrounds, Apex Park, Walker Lake, Ski Lake and skate park.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:

1. Confirm the location and design of the proposed playground will be as resolved on 18 November 2015;
2. Endorse the LotteryWest grant condition that a fence be constructed on the perimeter of the playground.

COUNCIL RESOLUTION

MIN 6213/16 MOTION - Moved: Cr. Hardham 2nd: Cr. Thomas

That Council;

1. *Confirm the location as resolved on 18 November 2015;*
2. *Endorse the LotteryWest grant condition that a fence be constructed on the perimeter of the playground.*

CARRIED 5/2

Reason for Change: The design has not been set.



FENCING PLAYSPACES

Public Playspaces

A fence around the outdoor playspace may assist with the containment of children, preventing them running out into a hazard such as a busy road, and keeping animals and undesired traffic out.

While it is not required that a playground has a fence, the playgrounds that do have fences should follow guidelines and meet design requirements for playground safety and consider local government codes.

The need for fencing in public playspaces is determined by conducting a risk assessment to AS/NZS ISO 31000:2009. Some factors to consider:

- Is the playspace adjacent to a busy road?
- Is the playspace near a water way?
- Is a cycle way included in the playspace?
- Is a dog park located near the playspace?
- Is the design of the playspace for younger children?
- Are full or partial barriers required?
- Is there an opportunity to design garden beds/hedges as barriers?



Where it has been assessed that a fence is preferred around a public playspace, the fence is usually installed around the boundary of the playspace. This enables the children to use the playground equipment and the surrounding open space without fear of injury by misadventure outside the perimeter of the designated play area.

Designers should assess the most appropriate form of protection. A boundary can make a playground appear tidier and more defined, though this of course may not necessarily be a fence. Possible measures include simple one or two rail fences, bollards, landscape planting, garden beds, hedges, mounding, stone/brick wall or combinations of these.

It is important to consider that the selected fence type does not introduce an additional hazard. Kidsafe WA recommends the fence meets (as a minimum requirement) AS 2423:2002 Coated steel wire fencing products for terrestrial, aquatic and general use or AS 1926.1-2007/Amdt 1:2008 Swimming pool safety - Safety barriers for swimming pools.

Many fence contractors will be familiar with these standards. It is important to note that playground fencing is NOT the same as swimming pool fencing and may have a different opening threshold between vertical or horizontal members. Most fences are not designed to withstand the force of an automobile gone astray.

Kidsafe WA

Excerpts may be copied for educational purposes. Written permission is required to copy this fact sheet in its entirety.

For more information	(08) 9340 8509
Child Safety Information Line	1800 802 244
Poisons Information Centre	13 11 26



Children's Services

Minimum height requirements for fencing in children's services is not defined in the Education and Care Services National Regulation 2011.

Kidsafe WA recommends a minimum height of 1200mm for perimeter fencing, however it is best to check with your local council for requirements for fencing including minimum and maximum height, type of fence, construction material and method.

Where fences are used to divide play areas or surrounding veranda's etc. the minimum height recommended is 900mm.

Avoid horizontal rails less than 700mm apart as rails may provide unintended access to the top rail. To prevent unintended access to the top of the fence by children, it is recommended to place items/equipment a minimum 1000mm from the fence.

Schools

Many WA schools have provided security fencing surrounding the perimeter of the school. Schools may have requirements for internal fences, mainly for playgrounds and/or sports pitch surrounds.

Schools should assess for the most appropriate type of fence for these areas and consider recommended fencing specifications on this fact sheet.



Recommended Fencing Specifications

Fence Height: It is recommended that the fence be at least 1200mm – 1800mm in height.

Fence Material: The fence can be constructed of a variety of materials such as timber, colourbond, metal bars or chain link. The chain-link versions can be covered with a polyvinyl coating that gives the chain link a softer feel. Select materials that are less likely to be climbed/scaled by children.

Gates: It is recommended that playground fence gates have self-closing hinges on the gate certified to AS 2820:1993. Gate units for private swimming pools. The latch must also automatically catch when the gate closes. Ensure that a gap of at least 12mm is present at each side when in use to avoid finger crush hazards. Monitor in ongoing maintenance inspections to ensure gates remain in sound working order.

Rails: Kidsafe WA recommends the lower horizontal rail be positioned at the bottom of the pickets or panel to reduce the likelihood of tunnelling under the fence and preventing unintended access to the top horizontal rail. Avoid a mid-horizontal rail where possible.

Top rail profile: A flat top rail is recommended. Loop top or rod top may potentially create a hanging point for a child's head between the pickets protruding above the top rail. For existing fences with protruding loops or rods at the top, ensure that climbing access is not provided for children to the top of the fence.

Sponsored by:



Government of **Western Australia**
Department of **Health**

AGENDA ITEM: 8.4.4 - Interface Agreement Brookfield Rail and Main Roads

Subject:	Interface Agreement Brookfield Rail & Main Roads WA
Applicant:	WALGA
File Ref:	ADM520
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan
Date:	7 June 2016
Attachments:	Letter from Office of National Rail Safety Regulator, copy of email from WALGA, copy of Section 110 of the S110 Rail Safety National Law (WA) Act 2015, Letter from WALGA

SUMMARY

Council is requested to consider the response received from the Office of National Rail Safety Regulator (ONRSR) and endorse WALGA's advocacy on Council's behalf in this matter.

BACKGROUND

On 20 April 2016, Council resolved the following:

MIN6172/16 MOTION - Moved Cr.Parsons 2nd Cr.Cowan

That Council advise the Office of the National Rail Safety Regulator Western Australia Branch Office that the Shire of Narembeen's position on signing of the Road Rail Interface Agreement remains unchanged from the motion moved 20th August 2014.

CARRIED 7/0

COMMENT

As a result of the above resolution, the Chief Executive Officer provided the ONRSR with an update on the signing of the Road Rail Interface Agreements between the Shire of Narembeen and Brookfield Rail.

ONRSR has now responded to the CEO's advice and a copy of their response is attached. Their comments are not conciliatory and there is no mention of WALGA's advocacy role in this matter.

However, Mal Shervill from WALGA became aware of this letter and he sent the attached email to affected Council's seeking confirmation that they would like WALGA to represent them in this matter. This has been given.

It is not known what predicated ONRSR's decision to send these letters out, but they were aware that WALGA was acting on Narembeen's and other Councils' behalf in this matter.

CONSULTATION

Mal Shervill, Policy Officer Road Safety, WALGA

STATUTORY IMPLICATIONS

S110 Rail Safety National Law (WA) Act 2015

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan

3. Connected communities through a safe and efficient transport network throughout the Shire.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council receive the letter from the Office of National Rail Safety Regulator and the email from Mr Mal Shervill of WALGA.

COUNCIL RESOLUTION

MIN 6214/16 MOTION - Moved Cr. Thomas 2nd Cr. Cowan

That Council receive the letter from the Office of National Rail Safety Regulator and the email from Mr Mal Shervill of WALGA.

CARRIED 7/0

ONRSR Ref: A589173
Your Ref:

30 May 2016

National Office
Mail: PO Box 3461, Rundle Mail
ADELAIDE SA 5000
Email: contact@onrsr.com.au
Phone: 08 8406 1500
Fax: 08 8406 1501
www.onrsr.com.au
ABN: 44 260 419 904

Mr Christopher Jackson
Chief Executive Officer
Shire of Narembeen
1 Longhurst Street
Narembeen WA 6369

Dear Mr Jackson

Road Rail Interface Agreements

I write to you following communications sent to the Shire of Narembeen from this office regarding the current status of Road Rail Interface Agreements between the Shire of Narembeen and Brookfield Rail.

I thank you for the information the Shire of Narembeen has provided to date. I note that the Shire has not entered into an interface agreement with Brookfield Rail and has not to my satisfaction demonstrated a reason for not doing so.

I am concerned that the requirement to enter into an interface agreement has existed in Western Australia since 2010 and that efforts to negotiate an agreement were substantially reduced in 2014 without a plan to finalise the agreement. I strongly encourage the Shire of Narembeen to resume negotiations with Brookfield Rail with a view to finalising the outstanding agreement within three months of this letter.

Should this request not be met, I may form an opinion that the Shire of Narembeen is unreasonably failing to enter into an agreement or unreasonably delaying entering into an agreement. Should I form this view I intend to explore further regulatory action as described at section 110 of the *Rail Safety National Law (WA) Act 2015*.

If you require any further information please contact Adele Matthews by email at adele.matthews@ONRSR.com.au or on 0447 499 241.

Yours sincerely



Peter Cumming
Branch Director (Western Australia)

CC: Adam Sidebottom, Manager Health Safety and Environment, Brookfield Rail Pty Ltd
Adam.sidebottom@brookfieldrail.com

Branch Offices

Central (SA, NT, TAS, ACT)
08 8406 1580

New South Wales
02 8263 7100

Victoria
1800 223 022

Western Australia
1800 433 038

From: Mal Shervill [<mailto:MShervill@walga.asn.au>]

Sent: Friday, 3 June 2016 1:44 PM

To: ceo@beverley.wa.gov.au; Rob Paul; John Read; ceo@kulin.wa.gov.au; Christopher Jackson; ceo@narrogin.wa.gov.au; ceo@quairading.wa.gov.au; ceo@wagin.wa.gov.au

Subject: Letter from the Office of the National Rail Safety Regulator dated 30 May 2016 - Interface Agreement with Brookfield Rail

Dear Chief Executive Officer

**Letter from the Office of the National Rail Safety Regulator dated 30 May 2016
– Interface Agreement with Brookfield Rail**

I refer to the letter dated 30 May 2016 you may have received from Peter Cumming, Branch Director (WA), Office of the National Rail Safety Regulator (ONRSR). In the letter, Mr Cumming, among other things, strongly encourages that negotiations be resumed with Brookfield Rail with a view to finalising the outstanding agreement within three months of the letter.

WALGA was unaware that this letter was being sent to Local Governments despite being given an undertaking by representatives from the ONRSR in March 2016 that WALGA will be kept informed of progress.

In response to this letter, I spoke with Adele Matthews, Rail Safety Officer at the ONRSR on 3 June 2016 and informed her that up until now, WALGA was negotiating with Brookfield Rail on behalf of Local Governments in Western Australia. Ms Matthews stated this arrangement was acceptable to the ONRSR.

The purpose of this email, therefore, is to:

1. Seek your consent for WALGA to continue negotiations on your behalf with Brookfield Rail with the objective that an Interface Agreement is presented to you that meets your requirements. This is on the understanding that ultimately it is a decision for your Local Government regarding signing the Agreement.
2. Seek your agreement on the content of the attached letter that is intended to be sent to the ONRSR informing them of this arrangement.

Should you not agree and decide to negotiate with Brookfield Rail yourself, can you please advise me so I do not include your Local Government in the attached letter.

Please contact me if you wish to discuss this matter or if there is any other arrangement you wish to make.

Regards

Mal Shervill | Policy Officer Road Safety | WALGA

(t) (08) 9213 2068 | (f) (08) 9213 2077 | (e) mshervill@walga.asn.au

- (b) by identifying and assessing those risks jointly with the other person; or
- (c) by adopting the identification and assessment of those risks carried out by the other person.

110. Regulator may give directions

- (1) This section applies if the Regulator is satisfied that a rail transport operator, rail infrastructure manager or road manager referred to in this Subdivision —
 - (a) is unreasonably refusing or failing to enter into an interface agreement with another person as required under this Subdivision; or
 - (b) is unreasonably delaying the negotiation of such an agreement.
- (2) The Regulator may give a written notice to the rail transport operator, rail infrastructure manager or road manager (as the case requires) and the other person that —
 - (a) warns of the Regulator's powers under this section, including the power to issue a direction under subsection (3) at any time after a specified date; and
 - (b) includes a copy of this section; and
 - (c) may contain suggested terms for inclusion in an interface agreement.
- (3) If the Regulator gives a notice under subsection (2) to a rail transport operator, rail infrastructure manager or road manager, the Regulator may, in writing, require the operator or manager to provide such information as the Regulator reasonably requires for the purposes of making a direction under this section.
- (4) If a notice is given under subsection (2) and an interface agreement has not been entered into by or on the date specified in the notice, the Regulator —
 - (a) may determine the arrangements that are to apply in relation to the management of risks to safety referred to in section 106, 107 or 108 (as the case requires); and

- (b) may direct any of the persons to whom the notice is issued to give effect to those arrangements; and
 - (c) must specify the time within which a direction is to be complied with.
- (5) A direction under subsection (4) —
 - (a) must be in writing; and
 - (b) must set out any arrangements determined by the Regulator under that subsection.
- (6) A person to whom a notice or direction is given under this section must comply with the notice or direction within the time specified in the notice or direction.

Maximum penalty:

 - (a) in the case of an individual — \$20 000;
 - (b) in the case of a body corporate — \$100 000.

111. Register of interface agreements

- (1) A rail transport operator must maintain a register of —
 - (a) interface agreements to which it is a party; and
 - (b) arrangements determined by the Regulator under section 110,that are applicable to the operator's railway operations.

Maximum penalty:

 - (a) in the case of an individual — \$5 000;
 - (b) in the case of a body corporate — \$25 000.
- (2) A road manager must maintain a register of —
 - (a) interface agreements to which it is a party; and
 - (b) arrangements determined by the Regulator under section 110,that are applicable to any road in relation to which it is the road manager.

Maximum penalty:

 - (a) in the case of an individual — \$5 000;
 - (b) in the case of a body corporate — \$25 000.

7 June 2016

Our Ref: 05-002-02-0004

Mr Peter Cumming
Branch Director (Western Australia)
Office of the National Rail Safety Regulator
PO Box 3461, Rundle Mall
ADELAIDE SA 5000

Dear Peter

Rail Road Interface Agreements – Local Government and Brookfield Rail

I refer to your letter dated 30 May 2016 to Local Governments yet to sign Interface Agreements with Brookfield Rail.

The Western Australian Local Government Association (WALGA) has sought advice from those affected Local Governments and based on that advice, WALGA will continue negotiations with Brookfield Rail on behalf of the following Local Governments:

City of Bunbury, City of Cockburn, City of Greater-Geraldton, City of Kwinana, City of Kalgoorlie-Boulder, City of Rockingham, City of Swan, Shire/Town of Narrogin, Shire of Beverley, Shire of Bridgetown-Greenbushes, Shire of Bruce Rock, Shire of Corrigin, Shire of Cunderdin, Shire of Dalwallinu, Shire of Dardanup, Shire of Esperance, Shire of Goomalling, Shire of Kalamunda, Shire of Katanning, Shire of Kent, Shire of Kondinin, Shire of Koorda, Shire of Kulin, Shire of Manjimup, Shire of Merredin, Shire of Mingenew, Shire of Moora, Shire of Mount Marshall, Shire of Mukinbudin, Shire of Narembeen, Shire of Northam, Shire of Nungarin, Shire of Quairading, Shire of Tammin, Shire of Wagin, Shire of Waroona, Shire of Woodanilling and Shire of Yilgarn.

To date WALGA has negotiated this matter with Brookfield Rail, which has suited them as originally there were 80 Local Governments requiring an Interface Agreement with Brookfield Rail. According to records provided by Brookfield Rail, there are 38 Local Governments yet to sign Agreements.

WALGA's representative in this matter is Mal Shervill, Policy Officer Road Safety, who will keep Paul Butler or Adele Matthews of your office informed of progress.

Please contact Mal Shervill on telephone 9213 2068 or email mshervill@walga.asn.au if you require any further information.

Yours sincerely

Ian Duncan
Executive Manager, Infrastructure

AGENDA ITEM: 8.4.5 – Acting Chief Executive Officer’s Report

Subject:	Acting Chief Executive Officer’s Report
Applicant:	Garry Gregan
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan
Date:	7 June 2016
Attachments:	SEMC letter, SEMC Policy 2.5 Matrix, Water Corporation advice and proposal, Worksafe summary of notices, WANDRRA notification of activation of claim, WALGA Group Advertising Services, Student letters to Mia Davies MLA, WSAHA Business Case (separate attachment)

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

State Emergency Management Committee

Council is advised that the State Emergency Management Committee (SEMC) has advised that they have launched a new emergency management website and new emergency management documents that come into effect on 24 May 2016. A copy of their letter is attached.

Of interest to local governments, former State Emergency Management Policy 2.5 (Emergency Management for Local Government) is now covered in the State EM Policy, State EM Plan and State EM Procedures. The attached matrix (page 4) identifies the local government and Local Emergency Management Committee elements of these documents.

New Water Pipeline to Narembreen

Attached for Council information is formal advice from Water Corporation advising that construction of the new water pipeline will commence on 3 June 2016. The project is expected to be completed by end of November. Also attached is a copy of the proposed route the new pipeline will take.

The contractors carrying out the works has booked 2 x 2 bedroom cabins for 3 months (5 days per week).

Worksafe Inspection

On Tuesday 24 May 2016, Worksafe inspected the depot and workshop. As a result of the inspection, 13 Improvement Notices were issued. A summary of the notices is attached. Action to rectify the matters raised by Worksafe have commenced and almost all of them can be attended to without impeding operations.

WANDRRA Claim

Notification has been received that the Shire's WANDRRA claim for the March rain events has been activated (attached) and the Director – General, Department of Premier and Cabinet has approved the activation. Action to commence reinstatement works for the affected roads will commence in conjunction with Main Roads. It is understood that all reinstatement works are to be carried out by contractors and use of Shire staff and equipment is not permitted. Council will be informed as soon as approval is received.

For Council information, the following road works are planned for 2016/17:

- Narembeen – Bruce Rock Road reconstruction (2SLK) – Regional Road Group
- Narembeen – Corrigin Road upgrade – Roads to Recovery
- Narembeen – Kondinin Road upgrade - Roads to Recovery
- Narembeen Townsite bypass – Grain Freight
- WANDRRA reinstatement works
- Routine maintenance grading unsealed roads

WALGA Group Advertising Services - update

The attached letter from WALGA is provided for Council information and it outlines how local government has and will spend advertising funds. The letter identifies a movement towards a more digitally based advertising environment, analysis of local government spending, advertising contract negotiations with The West Australian and the Community Newspaper Group. In the past, local governments have received year end rebates for the West Australian discounts. These will no longer be issued.

Student letters to Hon Mia Davies MLA

As part of their studies into politics and government, Year 8 Narembeen High School students were asked to write to the Hon Mia Davies MLA outlining what recreational facilities they would like to see in Narembeen.

A range of suggestions were provided and they are attached for Council's information. Hon Mia Davies sent the Shire a copy of the letters as a courtesy and the Chief Executive Officer has written to each student acknowledging their views and that they would be presented to Council for their information.

Narembeen Recreation Centre Carpet

As a result of feedback from Councillors regarding options to resolve the carpet issue, a letter was sent to MCG Architects informing them that the only outcome Council will support is the complete replacement of carpets and that Council will now only deal with MCG Architects. This is considered necessary because the carpet manufacturer has voided the warranty on the carpets due to non-compliance with their installation instructions and guidelines. Partial relaying of the existing carpets will not result in the reinstatement of the warranty. At the time of writing, no feedback has been received in relation to these instructions.

Local Government Week

At the May meeting of Council, confirmed the following attendees and voting delegates for the 2016 WA Local Government Convention:-

Cr Rhonda Cole – Voting Delegate
Cr Gina DeLuis – Voting Delegate
Chris Jackson – CEO

Should no other interest from Councillors be received by mid-June, accommodation that has been reserved will be cancelled.

Wheatbelt South Aged Housing Alliance – Business Case

Attached for your information is the Wheatbelt South Aged Housing Alliance Business Case. Following this discussions will soon take place on the project planning (in anticipation of successful funding) and ongoing whole of life costings.

Acting CEO/Council Key Meeting/Appointment Dates

Date	Meeting/Appointment
15 June 2016	Budget workshop.

CONSULTATION

N/A

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

N/A

STRATEGIC PLAN REFERENCE

- 9. Provide good strategic decision making, governance, leadership and professional management
 - 9.1 Develop leadership skills and behaviours that enhance the knowledge, skills and experience of the Shire staff and Council.
 - 9.2 Manage the organisation in a responsible, accountable and consultative manner.
 - 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 the Acting CEO's June 2016 report be received and actions endorsed.

COUNCIL RESOLUTION

MIN 6215/16 **MOTION** - Moved: Cr. Cowan 2nd: Cr. DeLuis

That the Acting CEO's June 2016 report be received and actions endorsed.

CARRIED 7/0



Our Ref: 815/245
Enquiries: Mr Malcolm Cronstedt
Telephone: (08) 9482 1700

Mr Christopher Jackson
Chief Executive Officer
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

SHIRE OF NAREMBEEN			
RECEIVED:			
26.05.2016			
President:		CEO.	✓
EMCS:		WM	
EHO:		SFO	
CRC:		Other.	
Filing:	ADM 553		

Dear Mr Jackson

LAUNCH OF STATE EMERGENCY MANAGEMENT COMMITTEE WEBSITE AND STATE EMERGENCY MANAGEMENT DOCUMENTS

I am writing to advise you of two key initiatives recently undertaken by the State Emergency Management Committee (SEMC).

Firstly, we are very pleased to announce the launch our re-designed website www.semc.wa.gov.au. This new website has a stronger platform, an innovative design and a layout aimed at making the site user-friendly and easier to navigate.

As the peak body for emergency management in Western Australia (WA), the SEMC wanted to create a website to provide our stakeholders with useful and relevant information on emergency management in WA. We also want to foster the sharing of knowledge, so I encourage you to visit the website and familiarise yourself with the wealth of emergency management information that is available.

Secondly, the SEMC has approved the suite of State emergency management (EM) documents for WA that will come into effect on 24 May 2016. These documents will be available on the SEMC website on the effective date and consist of:

- the State Emergency Management Policy (State EM Policy);
- the State Emergency Management Plan (State EM Plan);
- Hazard Specific Plans (Westplans);
- State Emergency Management Procedures (State EM Procedures);
- State Emergency Management Guidelines (State EM Guidelines); and
- State Emergency Management Glossary (State EM Glossary).

This achievement signifies the completion of an important phase in the State EM Policy and Governance Review Project. The suite of State EM documents are an amalgamation of current documents and replace the State Emergency Policies (SEMP policies) and Administration Procedures (ADPs), Operational Procedures (OPs) and Training Procedures (TPs).

It is recommended that local governments insert the attached State EM Policy Documents Mapping Sheet into the front of their Local Government Emergency Arrangements (LEMA) as an addendum. This will ensure the appropriate sections within the State EM Policy, State EM Plan and individual procedures can be located when required. Alternatively, if local governments are currently in the process of reviewing their LEMA, reference should be made to the relevant sections within the State EM Policy, Plan and individual procedures.

I would also like to draw your attention to some matters of note with the new documents, in particular:

- they highlight the roles and responsibilities given by the SEMC to public authorities, including local government – refer to the State EM Policy;
- the documents contain the same policy statements and operational arrangements within the former SEMP policies but with statement of fact (factual) amendments;
- Westplan – Freight Subsidy (Isolated Communities) has been revoked; and
- the current Westplans have been updated to reference appropriate sections within the State EM Policy and State EM Plan, except in relation to the following Westplans:
 - Westplan – Recovery Coordination has been incorporated within the State EM Policy and State EM Plan;
 - Westplans - Emergency Public Information, Health, Welfare, Reception, Registration and Reunification and Telecommunications have been included in the State EM documents and also, as applicable, in:
 - the new State Emergency Public Information Plan;
 - the Department of Health's new State Health Emergency Response Plan;
 - the Department of Child Protection and Family Support's new State Emergency Welfare Plan and its annexes on Reception and Registration and Reunification; and
 - State Emergency Telecommunications Plan.

On behalf of the SEMC, I would like to express my appreciation for local governments' contribution to the State's emergency management arrangements. The SEMC looks forward to working with local governments in the next phase of the Policy and Governance Review Project, during which a review will be undertaken to enhance the State EM arrangements.

If you have any queries please do not hesitate to contact me on 9482 1701.

Yours sincerely



Mal Cronstedt AFSM
EXECUTIVE DIRECTOR
STATE EMERGENCY MANAGEMENT COMMITTEE SECRETARIAT

18 / 05 / 2016

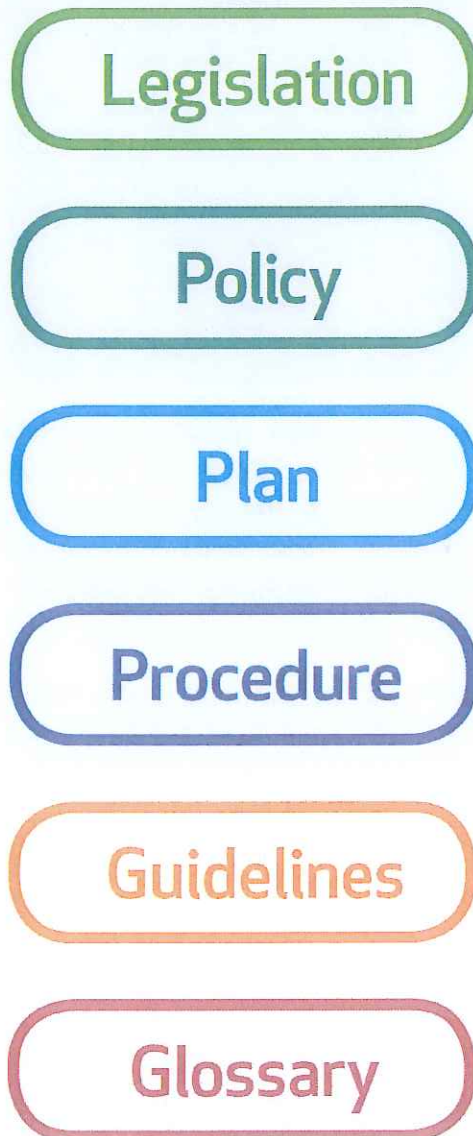
Attach: SEMC Policy Document Mapping Sheet

State Emergency Management Documents Mapping Sheet

In May 2016, the State Emergency Management Committee (SEMC) approved the suite of State emergency management (EM) documents namely:

- the State Emergency Management Policy (State EM Policy);
- the State Emergency Management Plan (State EM Plan);
- State Emergency Management Procedures (State EM Procedures);
- State Emergency Management Guidelines (State EM Guidelines); and
- the State Emergency Management Glossary (State EM Glossary).

The following diagram represents the hierarchy of the documents:



The new State EM documents:

- replace the 'SEMP policies';
- contain the policy statements and operational arrangements within the former SEMP policies but with statement of fact (factual) amendments;
- consolidate existing roles and responsibilities given by the SEMC to public authorities – refer to the State EM Policy;
- incorporate:
 - *Westplan - Recovery Coordination*
 - *Part of Westplan - Emergency Public Information, with the remainder of the arrangements captured within the State Emergency Public Information Plan;*
 - *Part of Westplans – Welfare, Registration and Reunification and Reception, which have not been incorporated within the State Emergency Welfare Plan*
 - *Part of Westplan - Health, which is now incorporated within the State Health Emergency Response Plan.*
 - *Part of Westplan Telecommunication, with the remainder of the arrangements contained within the State Emergency Telecommunications plan. , Westplan Welfare*

These documents are available on the SEMC website (semc.wa.gov.au).
- will form the basis for the next phase of the policy review project, which will look at enhancements to the State EM arrangements in consultation with stakeholders.

NOTE: The SEMC approved the revocation of Westplan – Freight Subsidy (Isolated Communities), and as such, all references to this plan should be removed from agency documents.

This mapping sheet provides the new location of policy statements and operational arrangements contained within the former State emergency management policies ('SEMP policies'), procedures and Westplans for Health, Recovery, Emergency Public Information, Welfare and Registration and Reunification. These statements can now be found within the suite of State EM documents, the State Emergency Management Committee (SEMC) website and agencies' operational plans.

Agencies and organisations are encouraged to use this mapping sheet to amend references in their plans, procedures and local emergency management arrangements

1. Location of policy statements, operational arrangements and further details within the State EM Policy, State EM Plan and State EM Procedures and the SEMC website

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 2.1 Development and review of State Emergency Management Policies	1.2 Authority 1.3 Purpose 1.4 Scope and application 1.5 Policy and plan administration		<u>Preparedness Procedure 1</u> - Development and review of State emergency management policies and Westplans <u>Preparedness Procedure 5</u> - Emergency management consultation		
SEMP 2.2 Development and Review of State Emergency Management Plans (Westplans)	1.2 Authority 1.3 Purpose 1.4 Scope and application 1.5 Policy and plan administration 4.8 Exercising and training	1.1 Authority to plan 1.4 Plan administration (secondary reference to State EM Policy 1.5) 4.7 Exercises and training	<u>Preparedness Procedure 2</u> - Development and review of State emergency management plans and Westplans <u>Preparedness Procedure 3</u> - Revocation of a State emergency management plan (including Westplans) <u>Preparedness Procedure 5</u> - Emergency management consultation <u>Preparedness Procedure 19</u> - Exercise management		
SEMP 2.4 District Emergency Management Arrangements	2.1 The legislative and policy framework 2.4 Emergency management districts	2.1 Legislation and policy framework 2.2 SEMC governance structure 2.4 Emergency management arrangements 4.3 State, District and Local Emergency Management Committees 4.6 Community involvement 4.7 Exercise and training 5 Response	<u>Preparedness Procedure 6</u> - District Emergency Management Committee (DEMC) <u>Preparedness Procedure 9</u> - Prescription of emergency management boundaries		EM districts

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 2.5 Emergency Management for Local Government	2.5 Local arrangements 4.8 Exercising and training 4.11 Post exercise reports 6.3 Role of local government (in recovery) Appendix A List of emergency management roles and responsibilities	2.1 Legislation and policy framework 2.2 SEMC governance structure 2.4 Emergency management arrangements 4.3 State, District and Local Emergency Management Committees 4.6 Community involvement 4.7 Exercises and training 4.8 Continuous improvement 5.0 Response 6.3 Planning for recovery 6.4 Commencement of recovery 6.5 Role of local government in recovery 6.6 Determination of State Involvement	<u>Preparedness Procedure 7</u> - Local Emergency Management Committee (LEMC) <u>Preparedness Procedure 8</u> - Local emergency management arrangements <u>Preparedness Procedure 14</u> - Amalgamation of local governments for the purpose of emergency management <u>Preparedness Procedure 15</u> - Separation of combined local governments for the purpose of emergency management	<i>Local Recovery Guidelines</i>	
SEMP 2.6 Annual Reporting	7.1 Annual reporting		<u>Preparedness Procedure 17</u> - Annual reporting		
SEMP 2.9 Management of Emergency Risks	3.2 Emergency risk management planning		<u>Prevention Procedure 1</u> - Emergency risk management planning		

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 3.1 Emergency Management Exercises	4.8 Exercising and training 4.9 State-level exercise schedule 4.11 Post exercise reports	4.7 Exercises and training	<u>Preparedness Procedure 19</u> - Exercise management		
SEMP 4.1 Incident Management	5. Response 5.1 Incident management and emergency management frameworks 5.2 Controlling agency and incident controller 5.3 Response roles and responsibilities 5.4 Coordination structure during incidents and emergencies	5 Response	<u>Response Procedure 1</u> - Unclear Controlling Agency <u>Response Procedure 2</u> - Incident level declaration <u>Response Procedure 3</u> - Standard Emergency Warning Signal (SEWS) <u>Response Procedure 4</u> - State Emergency Coordination Group <u>Response Procedure 5</u> - Emergency situation declaration <u>Response Procedure 6</u> - Appointment of Hazard Management Officers <u>Response Procedure 7</u> - Direction to close premises in an emergency situation <u>Response Procedure 8</u> - Direction concerning movement and evacuation in an emergency situation <u>Response Procedure 9</u> - Direction to person exposed to hazardous substances in an emergency situation <u>Response Procedure 10</u> - Exchange of information in an emergency situation <u>Response Procedure 11</u> - State of emergency declaration <u>Response Procedure 12</u> - State Disaster		

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
			Council <u>Response Procedure 13</u> - Appointment of Authorised Officers <u>Response Procedure 14</u> - Direction to public authority <u>Response Procedure 15</u> - Appointment of office of a public authority <u>Response Procedure 16</u> - Direction to close premises during a state of emergency <u>Response Procedure 17</u> - Direction concerning movement and evacuation during a state of emergency <u>Response Procedure 18</u> - Direction to person exposed to hazardous substances during an emergency <u>Response Procedure 19</u> - Exchange of information during a state of emergency <u>Response Procedure 20</u> - Australian government physical assistance <u>Response Procedure 21</u> - District Emergency Coordinators to undertake additional functions <u>Response Procedure 22</u> - Post operation reports		
SEMP 4.2 Funding for Emergencies	5.12 Funding for emergency responses	5.4 Funding for emergency responses 6.10 Financial Assistance	<u>Recovery Procedure 1</u> - Management of public fundraising and donations <u>Recovery Procedure 2</u> - Emergency management funding		Funding for emergencies – criteria

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 4.3 Post Operation Reports	5.11 Debriefs and post operations reports	5.7 Debrief and Post Operations Report	<u>Response Procedure 22</u> - Post operation reports		
SEMP 4.4 State Recovery Coordination	6.1 Recovery activities 6.2 Role of Controlling Agency 6.3 Role of local government 6.4 Determination of State recovery involvement 6.5 State level recovery plan 6.6 Cessation of State recovery arrangements 6.7 Financial assistance 6.8 Non-government organisations 6.9 Volunteers and spontaneous donations 6.10 Review of recovery Activities	6.6 Determination of State Involvement 6.7 State Level Recovery Arrangements 6.8 State Level Recovery Plan 6.9 Cessation of State Recovery Arrangements	<u>Recovery Procedure 1</u> - Management of public fundraising and donations <u>Recovery Procedure 2</u> - Emergency management funding <u>Recovery Procedure 3</u> - State Recovery Coordination Group <u>Recovery Procedure 4</u> - Comprehensive impact assessment		Financial assistance
SEMP 4.6 Emergency Public Information	4.6 Special considerations 5.2 Controlling Agency and incident controller 5.6 Emergency Public Information Appendix A List of emergency management roles and responsibilities	5.3.1 Emergency Public Information	<u>Response Procedure 3</u> - Standard Emergency Warning Signal (SEWS) <u>Response Procedure 10</u> - Exchange of information in an emergency situation <u>Response Procedure 19</u> - Exchange of information during a state of emergency		

Previous Policy	State EM Policy	State EM Plan	State EM Procedures	SEMC guidelines	SEMC website
SEMP 4.7 Community Evacuation	4.6 Special considerations 5.6 Emergency public information 5.7 Community evacuation	5.3.2 Community evacuation	<u>Response Procedure 8</u> - Direction concerning movement and evacuation in an emergency situation <u>Response Procedure 17</u> - Direction concerning movement and evacuation during a state of emergency	<i>All Hazards Evacuation Flagging Guide</i> <i>Western Australian Community Evacuation in Emergencies</i>	
SEMP 4.8 Traffic Management during Emergencies	5.2 Controlling Agency and incident controller 5.8 Traffic management	5.3.3 Traffic management during emergencies	<u>Response Procedure 8</u> - Direction concerning movement and evacuation in an emergency situation <u>Response Procedure 17</u> - Direction concerning movement and evacuation during a state of emergency	<i>Traffic Management During Emergencies</i>	
SEMP 4.9 Australian Government Physical Assistance	5.10 Interstate assistance	5.6 Interstate assistance	<u>Response Procedure 20</u> - Australian government physical assistance		

2. Location of former Westplans (Support Plans) for Emergency Public Information, Health, Recovery, Welfare, and Registration and Reunification

Previous Westplan	State EM Policy	State EM Plan	Agency Operational Plans
Emergency Public Information	5.6 Emergency Public Information Appendix A List of Emergency Management Roles and Responsibilities	5.3.1 Emergency Public Information	State Emergency Public Information Plan, to be made available on the SEMC website
Health		5.5.2 Health	Department of Health's State Health Emergency Response Plan, to be made available on the SEMC website
Welfare		5.5.4 Welfare	Department of Child Protection and Family Support's State Emergency Welfare Plan, to be made available on the SEMC website.
Reception		5.5.4 Welfare	An annexure to the Department of Child Protection and Family Support's State Emergency Welfare Plan, to be made available on the SEMC website.
Registration and Reunification		5.5.4 Welfare	An annexure to the Department of Child Protection and Family Support's State Emergency Welfare Plan, to be made available on the SEMC website.
Recovery Coordination	6.4 Determination of State Recovery Involvement	6. Recovery	
Telecommunications		5.2.4 Telecommunications	State Emergency Telecommunications Plan.
Note: The remaining Westplans have been amended with statement of fact amendments to reference relevant sections within the State EM Policy and State EM Plan.			

3. Location of previous procedures within the State Emergency Management Procedures

Note: the State EM Procedures are divided into Prevention, Preparedness, Response and Recovery sections, with individual procedures referred to as 'State EM Prevention Procedure', 'State EM Preparedness Procedure', 'State EM Response Procedure' and 'State EM Recovery Procedure', as applicable

Previous Procedure		Current Procedure
ADP 1	Development and Review of State Emergency Management Policies	State EM Preparedness Procedure 1
ADP 2	Westplan Development	State EM Preparedness Procedure 2
ADP 3	Emergency management committee business planning	<i>Under review</i>
ADP 4	Local Emergency Management Arrangements	State EM Preparedness Procedure 8
ADP 5	Emergency Management for Local Government	State EM Preparedness Procedure 7
ADP 6	District Emergency Management Committee	State EM Preparedness Procedure 6
ADP 7	Prescription of Emergency Management Boundaries	State EM Preparedness Procedure 9
ADP 8	Delegation of Powers	State EM Preparedness Procedure 10 With EMA Forms 1, 1a, 2 and 2a
ADP 9	Prescription of a Hazard Management Agency	State EM Preparedness Procedure 12
ADP 10	Prescription of Combat and Support Agencies	State EM Preparedness Procedure 13
ADP 11	Amalgamation of Local Governments for the purpose of Emergency Management	State EM Preparedness Procedure 14

Previous Procedure		Current Procedure
ADP 12	Gazettal of Specified Public Authority for the purpose of Emergency Management	State EM Preparedness Procedure 16
ADP 13	Separation of Combined Local Governments for the purpose of Emergency Management	State EM Preparedness Procedure 15
ADP 14	Revocation of a State Emergency Management Plan (WESTPLAN)	State EM Preparedness Procedure 3 With EMA Form 18
OP 3	Post Operations Reports with Annex A and B	State EM Response Procedure 22
OP 4	Appointment of Hazard Management Officers with EMA Forms 17 and 17a	State EM Response Procedure 6 With EMA Forms 17 and 17a
OP 5	Standard Emergency Warning Signal	State EM Response Procedure 3
OP 6	State Disaster Council	State EM Response Procedure 12
OP 8	District Emergency Coordinators to undertake additional functions with EMA Form 16	State EM Response Procedure 21 With EMA Form 16
OP 9	Australian Government Physical Assistance with Annex A, B and C	State EM Response Procedure 20
OP 10	Appointment of Authorised Officers with EMA Form 10, 10A	State EM Response Procedure 13 With EMA Forms 10 and 10a
OP 11	State Emergency Coordination Group	State EM Response Procedure 4

Previous Procedure		Current Procedure
OP 12	Direction to Public Authority with EMA Form 12	State EM Response Procedure 14 With EMA Form 12
OP 13	Emergency Situation declaration	State EM Response Procedure 5 With EMA Forms 3, 3a, 4, and 5
OP 14	State of Emergency declaration	State EM Response Procedure 11 With EMA Forms 7, 8 and 9
OP 15	Appointment of Officers of Public Authority with EMA Form 11	State EM Response Procedure 15 With EMA Form 11
OP 16	Direction to close premises	State EM Response Procedure 7 with EMA Form 15 (emergency situation) and State EM Response Procedure 16 with EMA Form 15a (state of emergency)
OP 17	Direction concerning movement and evacuation	State EM Response Procedure 8 with EMA Form 13 (emergency situation) and State EM Response Procedure 17 with EMA Form 13a (state of emergency)
OP 18	Direction to persons exposed to hazardous substances	State EM Response Procedure 9 with EMA Form 14 (emergency situation) and State EM Response Procedure 18 with EMA Form 14a (state of emergency)
OP 19	Management of Public Fundraising and Donations	State EM Recovery Procedure 1
OP-22	Exchange of Information	State EM Response Procedure 10 with EMA Form 19 (emergency situation) and State EM Response Procedure 19 with EMA Form 19 (state of emergency)
OP 23	Incident Level Declaration	State EM Response Procedure 2
OP 24	State Recovery Coordination Group	State EM Recovery Procedure 3 With EMA Form 21
TP 1	Exercise management	State EM Preparedness Procedure 19

Notice of Entry

Pursuant to section 174 of the Water Services Act 2012 (WA)

20 May 2016

Mr Chris Jackson
Chief Executive Officer
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369



Dear Mr Jackson

To improve the water quality, reliability of supply and prevent high water temperatures in the Shire of Narembeen, Water Corporation will be undertaking work in your area from 3 June until the end of November 2016.

We are contacting you to let you know that we are required to construct a replacement section of buried water supply pipeline as part of this work, which will be installed within the Shire of Narembeen's property at Lots 16224 and 28666, near Merredin-Narembeen Road. Please see map attached.

If you have any questions regarding this work or any special requirements to minimise your inconvenience in this matter, please contact Elecia Wheat, Community Engagement Officer on (08) 9420 3265 or email elecia.wheat@watercorporation.com.au.

The pipeline will be installed by digging an open trench, which will be backfilled, compacted and then restored with top soil.

The overall work will involve replacing 12.5 kilometres of above ground water supply pipeline near the corner of Roach and Tank North roads to the Narembeen industrial area, just off Merredin-Narembeen Road.

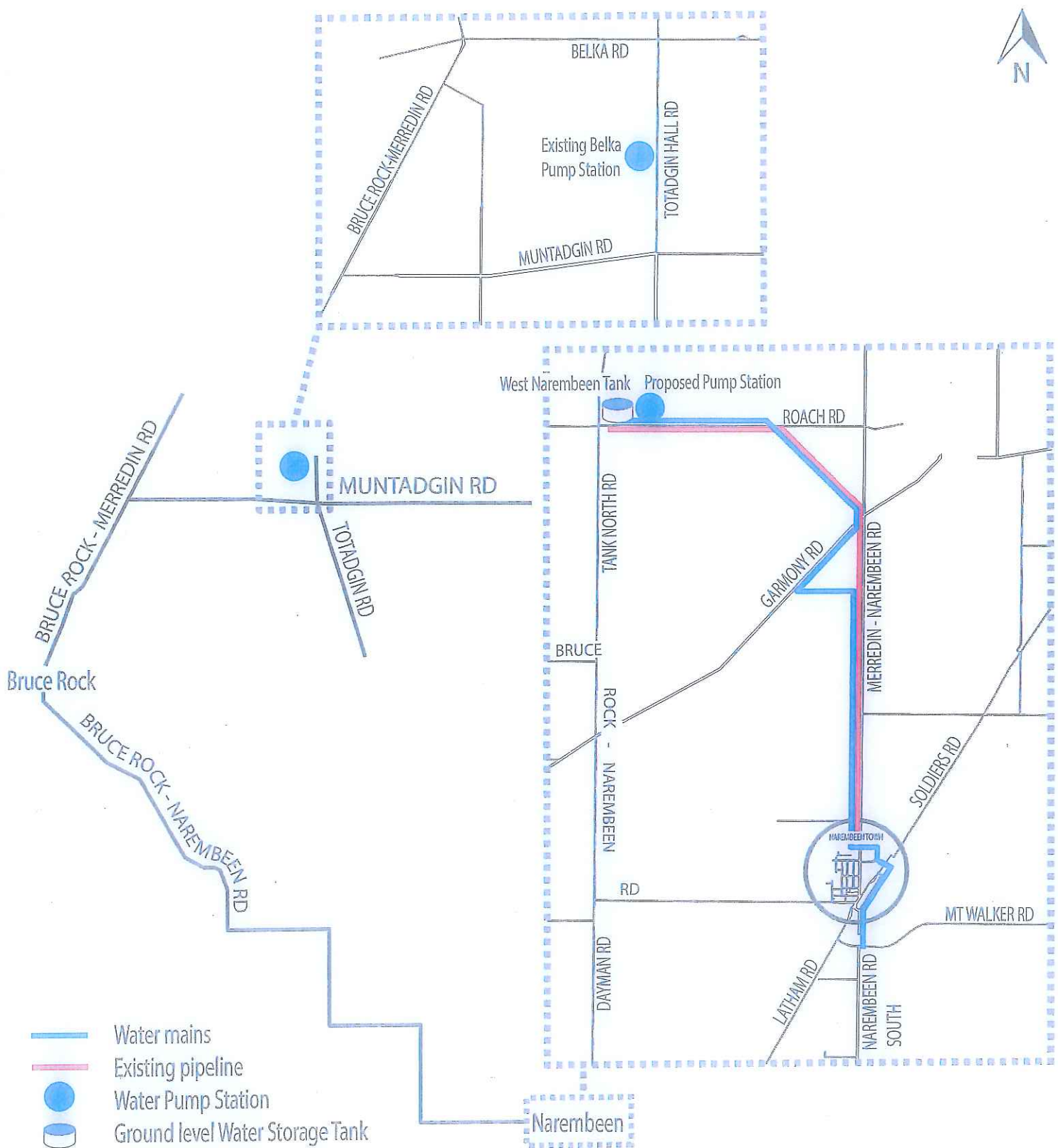
Thank you in advance for your cooperation.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Russell Brown".

Russell Brown
PROJECT MANAGER

(Document reference #14802034)



SUMMARY OF WORKSAFE IMPROVEMENT NOTICES ISSUED 24 MAY 2016						
File Ref: ADM 046						
Improvement			Due	Action		Date
Notice No	Subject	Priority	Date	Officer(s)	Status	Completed
45200135	Evacuation procedure - depot	3	16/07/2016	FO	Commenced	
45200136	Fluoro light cover - workshop	4	16/07/2016	BS	Commenced	
45200137	Air receiver registration - depot	1	24/06/2016	BS / FO	Completed	27/05/2016
45200138	Fork lift pre-start inspection and records	5	16/07/2016	WM / FO / Mechanic	Not started	
45200139	Manual task training	6	16/07/2016	WM / Mechanic / FO	Not started	
45200140	Forklift warning signs	2	1/07/2016	FO	Commenced	
45200141	Mechanics office - asbestos assessment	8	29/07/2016	BS / FO / EHO	Not started	
45200142	Bunding for oil drums - depot	7	16/07/2016	WM / BS	Completed	27/05/2016
45200143	Asbestos register review	13	29/09/2016	BS / FO / EMCS	Not started	
45200144	Hepatitis B Vaccinations	9	29/07/2016	FO	Commenced	
45200145	Hazardous substances register and MSDS - workshop	10	29/07/2016	FO	Not started	
45200146	Hazardous substances / risk assessment register - depot	11	29/07/2016	FO	Commenced	
45200147	Hazardous substances - information and training	12	29/07/2016	WM / BS / EMCS / FO	Not started	

Ashlyn Savin

From: WANDRRA <Wandrra@dpc.wa.gov.au>
Sent: Tuesday, 7 June 2016 2:35 PM
To: ceo@chittering.wa.gov.au; ceo@dalwallinu.wa.gov.au; shire@lakegrace.wa.gov.au; Chris Jackson; records@northam.wa.gov.au; ceo@perenjori.wa.gov.au; reception@sandstone.wa.gov.au; reception@victoriaplains.wa.gov.au; ceo@yalgoo.wa.gov.au; records@york.wa.gov.au; WANDRRA
Cc: pa@yalgoo.wa.gov.au; admin@perenjori.wa.gov.au; Ashlyn Savin; Shire@dalwallinu.wa.gov.au; chatter@chittering.wa.gov.au; 'Bel.Catcheside@dpaw.wa.gov.au'; 'stewart.soraine@mainroads.wa.gov.au'; david.budd@agric.wa.gov.au; Kim DEAN (Kim.Dean@cpfs.wa.gov.au); Stephanie.Williams@cpfs.wa.gov.au; ian.bowden@housing.wa.gov.au; ursula.heaton@housing.wa.gov.au; 'Noel.Ibbotson@smallbusiness.wa.gov.au'; 'iduncan@walga.asn.au'; 'greg.cook@jlta.com.au'; simon.aitchison@ag.gov.au; Leslie, Jane (Jane.Leslie@ag.gov.au); EMA - Recovery Duty Officer (Recovery@ag.gov.au); McKinnon, Keryn
Subject: Activation of WANDRRA for 'Heavy Rainfall and Flooding in the South West Land Division (19 – 27 March 2016)'
Attachments: WANDRRA Web Notification Heavy Rainfall & Flooding the South West Land Division (19-27 March 2016).pdf
Importance: High

Good afternoon all

Please be advised that the Director General of the Department of the Premier and Cabinet, Peter Conran, has activated the *Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA)* for the event '*Heavy Rainfall and Flooding in the South West Land Division (19 – 27 March 2016)*'

Pursuant to Section 2.1.1 of the NDRRA Determination 2012 Version 2.0, 'flood' is deemed an eligible *natural disaster event*.

The eligible costs for this event are anticipated to be largely associated with the restoration and replacement of essential public assets, mainly the local and state road network infrastructure.

The local government districts subject to this proclamation are as follows:

Shire of Chittering	Shire of Dalwallinu	Shire of Lake Grace
Shire of Narembeen	Shire of Northam	Shire of Perenjori
Shire of Sandstone	Shire of Victoria Plains	Shire of Yalgoo
Shire of York		

Important Note – The *Allowable Time Limit* for local and state government claims for this event **expires on 30 June 2018**.

For your information, the attached event notification will shortly be posted on the Department of the Premier and Cabinet's website (go to <http://www.dpc.wa.gov.au> and click on the 'Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA)' link located under 'Quick Links', then 'Activated Events'.

Detailed information including eligible costs, the claims process and required documentation, is available by clicking on the 'Local Government' and/or the 'State Government Agencies' links.



2015/16 WANDRRA ELIGIBLE DISASTER PROCLAMATION NOTIFICATION

Heavy Rainfall & Flooding in the South West Land Division (19-27 March 2016)

The above event has been proclaimed an *eligible disaster* under the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) on 7 June 2016, pursuant to Section 4.2 of the Natural Disaster Relief and Recovery Arrangements Determination 2012 Version 2.0, issued by the Commonwealth Government Attorney-General. The State Government will provide immediate financial assistance to those people who have been affected through joint State and Commonwealth disaster relief and recovery arrangements.

A surface trough near the west coast and an upper level trough produced areas of heavy rain and severe thunderstorms over the Mid-West and Central Wheat Belt districts early on 19 March, 2016. In addition, on 26-27 March 2016, a surface low of tropical origin interacted with a mid-level trough to produce heavy rainfall across the South West Land Division over two days. Rainfall levels ranged from 50 mm to 86 mm over the area.

Pursuant to Section 1.1.1 of the NDRRA Determination 2012 Version 2.0, 'flood' is deemed to be an eligible *natural disaster* event.

For the purposes of the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) this event will be referred to as '***Heavy Rainfall & Flooding in the South West Land Division (19-27 March 2016)***'

WANDRRA is jointly funded by the State and Commonwealth Governments and administered by the Department of the Premier and Cabinet (DPC), with assistance from other agencies. Through WANDRRA, the Western Australian and Commonwealth Governments provide help to people who have suffered the direct impact of a proclaimed natural disaster event.

The Local Government districts subject to this proclamation are as follows:

- Shire of Chittering
- Shire of Dalwallinu
- Shire of Lake Grace
- Shire of Narembeen
- Shire of Northam
- Shire of Perenjori
- Shire of Sandstone
- Shire of Victoria Plains
- Shire of Yalgoo
- Shire of York

If information becomes available that identifies other local government districts as potentially having been directly impacted by this natural disaster event, subject to further assessment these local government districts may, at a later date, be included in the affected area.

The eligible costs for this event are anticipated to be largely associated with the restoration and replacement of essential public assets, mainly the local and state road network infrastructure. It is also anticipated that some costs may be incurred for the clean-up of local and state government owned property.

Assistance may be available for the following measures (*where appropriate*) typically covered by the WANDRRA:

- **For individuals and families** – Personal Hardship and Distress grants which are administered by the Department for Child Protection and Family Support (CPFS). Potential measures include emergency food, accommodation, clothing, temporary living expenses, replacement of essential household contents and housing repairs to return housing to a habitable, safe and secure condition. **Note – some of these measures are subject to income and/or assets testing.**
- **For small businesses** – interest rate subsidies on ‘new’ loans approved by Authorised Deposit-taking Institutions.
- **For Primary Producers** – Assistance may be available toward freight costs, materials for boundary fences (***only where it is demonstrated that public safety is at risk***), professional advice grants and interest rate subsidies on ‘new’ loans approved by Authorised Deposit-taking Institutions. These *eligible measures* are administered by the Department of Agriculture and Food. **Important Note - Claims should be lodged before 7 December 2016.**
- **For Local Governments & State Government Agencies** – Clean-up costs and the restoration or replacement (to pre-disaster standard) of *essential public assets* including local road damage. State road damage is also included through Main Roads Western Australia (MRWA). Only costs incurred that are ‘additional’ costs, and are directly related to the event, will be eligible for reimbursement. **Important Note - The allowable time limit for eligible claims expires on 30 June 2018.**

Claims in respect of any other *eligible measures* may also be considered.

It should be noted that assistance under the WANDRRA is not designed to supplant, or operate as a disincentive for self-help by way of commercial insurance.

Primary Contacts

Primary contacts for assistance/advice are:

- ☐ Department for Child Protection and Family Support, by phone on 1800 032 965, or via website [here](#);
- ☐ Local Government – Main Roads Western Australia regional offices for road infrastructure via website [here](#);
- ☐ Department of Agriculture and Food, Rural Business Development, by phone on 1800 198 231 or via website [here](#); and
- ☐ Other enquiries may be directed to the Department of the Premier and Cabinet - contact (WANDRRA Administrator) by phone on 6552 5088 or 6552 6250, or by email to – WANDRRA@dpc.wa.gov.au END

Regards

Wayne

Wayne Syme

Senior Coordinator WANDRRA, Emergency Recovery Management Unit

Department of the Premier and Cabinet

Street Address: Dumas House, 2 Havelock Street, WEST PERTH WA 6005

T: +61 8 6552 5088 | M: 0428 946 063

Email: WANDRRA@dpc.wa.gov.au

Website: www.dpc.wa.gov.au

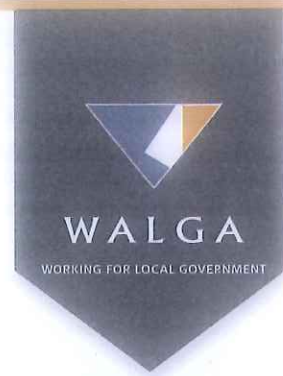
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SHIRE OF NAREMBEEN			
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EHO:		SFO:	COPY
CRC:		Other:	
Filing:			



12 May 2016

Our Ref: AB: C017/14

Mr Christopher Jackson
Chief Executive Officer
Shire of Narembeem
(DX 69431) 1 Longhurst St
NAREMBEEN WA 6369

Dear Mr Jackson

Group Advertising Services 2016

WALGA is pleased to provide this update on whole of sector Group Advertising activity.

Advertising Spend Analysis

Current year activity is tracking towards \$600,000 of quantifiable media rate savings on whole of sector advertising spend, and further allocations of space and value added products. Coupled with the efficiencies associated with direct and tender exempt access to this contract, there has been an overall value benefit to the Local Government sector of approximately \$1 million over the past year.

There is a continuing trend towards online recruitment advertising, locally focussed promotion of Local Government services, festivals and events, and greater use of composite advertising across multiple media channels. New media options are constantly evolving resulting in greater use of digital media, social media, and targeted reach. Examples include an upcoming new online presence by Community News with a "digital first" approach and a stronger focus on hyper local content, and advanced talent search options from Seek that proactively identify prospective job candidates.

Nonetheless the overall Local Government spend has remained at a constant level, but the way in which this spend is being directed is changing, to deliver more effective use of the advertising dollar. WALGA anticipates this trend to continue.

2016 Media Rate Negotiations

Annual media rate negotiations for the forthcoming financial year are currently progressing. WALGA anticipates that The West Australian contract will be renewed under its current structure with minimum impact on rates and values add initiatives including discounted opportunities for features.

Some changes are anticipated to the Community News contract, namely the current full page allocation arrangement will not be retained. This initiative has been in place for six years and it is now time to revisit and evaluate its relevance in the constant evolving media landscape. In its place, new online and digital initiatives will be introduced to continue delivering best practice value add incentives as part of the contract. We will also continue to negotiate other existing value add components such as no loadings for preferred page positioning, value add space where available, a best rate approach as well as potential mayoral columns as editorial content.

Rebate Structures

From the start of the current financial year WALGA restructured the billing system associated with the group advertising services. Invoices are now sent by Marketforce as the service provider. Negotiated media discounts are now delivered at source, so WALGA Members are reminded that year end rebates for the West Australian discount are no longer issued.

Advertising Opportunities

An Advertising Buyers Guide which outlines media placement options under this Contract is available for this Contract from Marketforce or by contacting the WALGA team on preferredsupply@walga.asn.au.

We also encourage you to continue to engage with Marketforce who can assist your Local Government to derive best value spend through your advertising options. Please contact your relevant advertising coordinator or Brad Haseldine, Client Services Director on 9216 2023.

Enquiries relating to the Contract Management of the Group Advertising Services can be directed to Andrew Blitz, Procurement and Category Manager, on ablitz@walga.asn.au

Yours sincerely



Wayne Scheggia
Acting Chief Executive Officer

Honourable Mia J. Davies

9th floor, dumas house

2 Havelock Street, west Perth WA 6005

Dear Mia Davies

My name is Joel Fitzgerald I am 13 years old and I am in Year 8. I live in Narembeen WA. I go to school at Narembeen District High School. My favourite subject at school is Design and Technology and sport. After school I ride scooters at our local skate park with only has a few ramps but its fine. I also ride my dirt bike at our local track. The track is pretty scary because it is all washed out and it is really slippery but I can handle it if I'm going slowly. I ride an imported Xtm 250 which travels at some speed. I love riding dirt bikes they are pretty awesome. I dream of riding in the motocross one day.

I'm writing to you because I'm wondering how I can get a better motorbike track. Also my class and I are learning about the government and how they can change things and how there are three type local, state and federal governments. I was wondering if you had any ideas on how to get the people from Narembeen a new motorbike track. Everyone almost everyone from Narembeen rides some sort dirt bike.

The track we have now is all washed out and the back tire just slips out and is causing everyone to crash. Motorbike parts aint cheap either. Most people around here have water cooled bike which means they have radiators. Every time you put a hole in the radiator the bike can't be rode anymore otherwise the bike will more than likely blow up because the water and cooling the engine down and it aint getting any water. So you need to buy new radiators just to go riding again. This takes quite a while. If I do need a radiator I need to ring up this guy from Perth and tell him what I need and then he has to order then and because the bike is imported they don't make them from around here. This is why we need another motor bike track to prevent this from happening Could you help us?

I'd like to thank you for taking the time to read my letter I hope from I hear from you soon.

Your sincerely

Joel Fitzgerald

Po box 206

Narembeen 6369 WA

Honourable Mia J. Davies
9th floor, Dumas House
2 Havelock Street, West Perth WA 6005

Dear Mia Davies

I am Tyson Hocking and I am 13 years old. I am writing from Narembeen District High School. In school my favourite subjects are Sport and Design and Technology. After school I hang out with my friends, ride motorbikes and ride our scooters. Riding our scooters used to be fun but now it's boring and it's time to get a new skate park. I was writing to you because we need a new skate park.

I was wondering if you had any ideas on how to get a new skate park. Getting a new skate park would be awesome it would attract more people to Narembeen and all of us kids can ride as long as we want at a brand new skate park that isn't so boring as the one that we have now.

I would like to thank you for reading this letter hope to hear from you soon.

Yours sincerely
Tyson Hocking
18 Doreen Street
Narembeen WA 6369

9th Floor, Dumas House

2 Havelock Street,

WEST PERTH WA 6005

Dear Hon. Mia Davies,

My name is Cooper Sprigg. I am a member of a year eight class in a small town, in the Wheat Belt. The town that I live in is Narembreen and I live on a farm that is 5km, east from town. I am 13 years of age and I help my dad on the farm. I love my sports and the sports I love are football, cricket, tennis, basketball and my favourite is hockey. In HASS class we have to write a letter to a member of the government and tell them a something we want fixed in our town. The thing I want fixed is a sport problem so I have to write to you because you're the Minister for Sport in WA.

The problem that I wanted changed is a sports problem. I know that what I am asking for is an expensive structure but I think we need it. I want to place a turf in Narembreen. I strongly believe we need the turf to help improve the way we can play. Narembreen loves sport and many people play hockey. To help improve the way we play we should get a turf. Having a turf will help improve the little kids game and make it easier to control the ball for everyone.

Having the turf is a lot better than having the bumpy ground we have at Narembreen. Even the other hockey fields around aren't flat. The flattest hockey field is 200km away in Kukerin. In all honesty we have wanted a hockey turf for many years but we have to continue to train and play on one of the worst quality fields in our association.

I hope to hear from you soon with thoughts on the turf.

Yours Sincerely,

Cooper Sprigg

PO Box 15

Narembreen 6369 WA

Honourable Mia Davies
9th floor, Dumas House
2 Havelock Street
WEST PERTH WA

Dear Miss Davies,

My name is Taneeka Websdale I live in Narembeen in the wheatbelt. I am a year 8 student at Narembeen District High School and I'm 12 turning 13 in June. I have 1 brother who is 8 years older than me and his name is Blake we both have different dads. I have blonde hair but my original is a mousy brown. I have green eyes at the moment but they change from green, blue, grey and a dark hazel.

I am writing for a task in class where we have to try and change or bring something new to Narembeen. You can do anything you want to like a new pool or a waterpark. The thing that I want to see in Narembeen is an ice rink for winter. The reason why I want to see an ice rink is because it will be good to have a fun facility in Narembeen for winter. It will be a good way to spend the winters for years to come. This will bring more jobs to the community so there will be a lot more people with jobs and which will help with paying for essentials that they need. This will also be a good way to spend time with your friends and family.

So I, Taneeka Websdale hope to see some change soon to Narembeen. I have lived in Narembeen all of my life I have only seen one change which is when we got the new recreation centre last year and I think a bit more change to Narembeen wouldn't hurt. Thank you for taking The time to read this and I hope to get a response soon

Yours sincerely

Taneeka websdale
11 currall street
Po box 253
Narembeen 6369 wa

Honourable Mia J. Davies
9th Floor, Dumas House
2 Havelock Street, West Perth WA 6005

Dear Mia Davies,

I am Sara Nation, I am 12 years old nearly 13 and I am in year eight this year. I go to school at Narembreen District High School. I am writing from Narembreen District High School. I have always gone to this school, I have never moved places. My favourite subject is math because sometimes we just do nothing. I have now got braces on I have had them on for about 6 weeks. After school I go to swimming training or I hang with my friend Lezandre or Taneeka, I am mostly with Lezandre we like to go penny boarding. We have had fall offs but they have been funny none of us had a really bad fall off. When I go to swimming training I go on Mondays and Thursday.

I'm writing to you so we can try and get an indoor heated pool in Narembreen. This would be a good idea because it gives us less chance of getting cancer because we can't get burnt because there is no sun in an indoor pool, but there will be some sunlight. I really want an indoor pool because it is more fun in an indoor pool and when you go to the pool the pool that's outdoor it takes you a while to get in because if it's cold you don't want to get in and it is better if we have an indoor pool because it won't take as long to get in and we might get more people to come to the pool. If there is an indoor pool I would love to go there. If an indoor pool was built I will help to keep it going and running.

I would like this indoor pool to be where the pool is now, so what we will need done is the pool needs to be taken out and the indoor pool needs to be put in. If an indoor pool gets put in the pool can be open in winter if you don't play a sport like hockey, football or netball, and if you like swimming you can go to the pool and swim and not sit at home doing nothing. I really like this idea of an indoor pool because during the week if there is no sport played you can swim. If there was in indoor pool it would heaps better than the outdoor pool. I really hope this change will happen because this might bring more people to the pool. Thankyou fir reading I hope to hear from you soon.

Yours sincerely

Sara Nation
PO Box 284
Narembreen 6369

8.5 Executive Manager Corporate Services

AGENDA ITEM: 8.5.1 - Narembeen Community Resource Report - June 2016

Subject:	Narembeen Community Resource Centre Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Leanne Brooke-Mee
Date:	1st June 2016
Attachments:	Nil

SUMMARY

Council is to consider the Community Resource Centre report for June 2016.

BACKGROUND

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

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 Action Plan and identify a range of funded activities.

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

Outcome Area 4 – Social development initiatives

Senior Movie Days

Senior Movie days were held on a monthly basis throughout 2016, they continue to be popular amongst our Seniors, with between 10 and 17 community members at each event.

Community Training Needs

The CRC continues to identify local community training needs. We recently held a Test and Tag training day and had 9 participants, 4 from Narembeen and 5 from surrounding Shire's.

Narembeen Community Gym

The Narembeen Community Gym opened under the management of the Shire of Narembeen in October 2014 with 64 community members purchasing or renewing membership.

Trash Test Dummies

The CRC worked with Country Arts WA to present the show. It was a great success with 134 community members supporting the show.

Outcome Area 4 – Local Community Information Activities

Narembeen Fencepost

The Narembeen CRC continues to assist with the production of the local community newspaper and to provide the required support to the Fencepost volunteers.

Welcome to Town Packs

The CRC prepares and distributes Welcome to Town Packs to new residents. We are in the process of updating these.

Facebook Page – Social Media Tool

The CRC is utilising their Facebook page with status updates and photos on a regular basis, which continues to keep the community and Facebook readers informed.

Twitter- Social Media Tool

We have recently joined Twitter in order to broaden our social media presence.

Community Directory

The CRC is in the process of updating the community Directory for 2017.

CONSULTATION

Executive Manager Corporate Services
Mrs Sheree Thomas

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That the Shire Council receive the CRC Co-ordinator's Report.

COUNCIL RESOLUTION

MIN 6216/16 MOTION - Moved: Cr. Parsons 2nd: Cr. Thomas

That the Shire Council receive the CRC Co-ordinator's Report.

CARRIED 7/0

2.34pm - Ms Brooke-Mee exited the meeting and did not return.

AGENDA ITEM: 8.5.2 - Narembeen Bowling Club

Subject:	Narembeen Bowling Club – Request for Internet Capability at the Narembeen Recreation Centre
Applicant:	Narembeen Bowling Club
File Ref:	ADM562
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Cr S Padfield
Author:	Garry Gregan
Date:	1 June 2016
Attachments:	Letter from Narembeen Bowling Club

SUMMARY

Council is requested to consider a request from the Narembeen Bowling Club to install internet connection capability in the Bowling Club Captain's Room at the Narembeen Recreation Centre.

BACKGROUND

When the Narembeen Recreation Centre was built, data connection points were installed in the bowling club Captain's Room, but not cabling.

COMMENT

The Narembeen Bowling Club has received a grant from Volunteering WA to assist with the purchase of computer equipment and IT software. The club proposes to connect this equipment to the National Computer Network (Bowls Connect) that will reduce costs, increase volunteer expertise in digital and administrative processes and share resources through on-line collaboration.

In order to take full advantage of the new functionality, access to the internet, either through NBN or ADSL, will be necessary. As there is no cabling in the Captain's Room, the club is seeking permission from Council to install internet access capability or connect to the Narembeen Club Inc IT server. The latter option will require both parties to negotiate a sharing arrangement.

CONSULTATION

Garry Gregan, Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil – any cost will be the responsibility of the Narembeen Bowling Club.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Narembeen Strategic Community Plan
2. A Shire of excellence in accessible infrastructure and services

2.1 Inclusive sport and recreation participation, with diverse activities and facilities

Shire Narembeen Corporate Business Plan

2.1.1 Complete the upgrade of the Narembeen Recreation Centre (including co-location of the bowling greens)

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

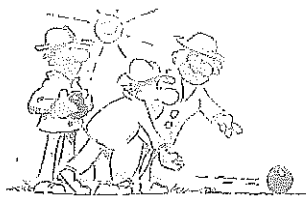
That Council gives approval to the Narembeen Bowling Club to install compliant data cabling to the Bowling Club's Captain's Room or liaise with the Narembeen Club Inc to connect to their IT server. Neither of these options is to commit the Shire of Narembeen to any costs associated with this approval.

COUNCIL RESOLUTION

MIN 6217/16 MOTION - Moved: Cr. Cowan 2nd: Cr. Hardham

That Council gives approval to the Narembeen Bowling Club to install compliant data cabling to the Bowling Club's Captain's Room or liaise with the Narembeen Club Inc to connect to their IT server. Neither of these options is to commit the Shire of Narembeen to any costs associated with this approval.

CARRIED 7/0



Narembreen Bowling Club

Mr Chris Jackson

24th May 2016

Chief Executive Officer

Shire of Narembreen

1 Longhurst Street

NAREMBREEN WA 6369

SHIRE OF NAREMBREEN			
RECEIVED:			
25.05.2016			
President:		CEO:	✓
EMCS:	✓	WM:	
EHO:		SFO:	
CRC:		Other:	
Filing:	ADM562		



Dear Chris,

The Narembreen Bowling Club supports its volunteers through the provision of materials through Bowls WA and necessary insurances. Lawn Bowls Australia have introduced the National Computer Network (Bowls Connect), it is suggested all Bowling Clubs go electronic. Bowls Connect provides clubs with an IT system and allows clubs to reduce costs and increase expertise by simplifying administration for its volunteers, increasing collaboration and sharing resources via an on-line console.

The Narembreen Bowling Club was successful with grant funding through Volunteering WA to assist with the purchase of computer equipment and IT software to help improve these processes for our volunteers.

In order to fully utilize the new equipment, the club requires internet connection in the Captain's Room. When the captain's room was built, 2 data points were installed but it appears that they are not connected to anything.

The Club has tried to connect to the Recreation Centre's Wi-Fi but was unable to do so. The club therefore is seeking permission from the Shire to either connect to the Narembreen Club internet server or set up its own internet connection using either NBN or ADSL.

Your consideration of the above request would be greatly appreciated.

You're sincerely

Stephen Padfield

President

C/c Margaret Butler Treasurer

AGENDA ITEM: 8.5.3 - Extraordinary Election 3 September 2016

Subject:	Extraordinary Election – polling place and election type
Applicant:	N/A
File Ref:	ADM028
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan
Date:	1 June 2016
Attachments:	Nil

SUMMARY

Council is to nominate the polling place for the extraordinary election to be held on 3 September 2016.

BACKGROUND

At the ordinary meeting of Council 18 May 2016, Council resolved the following as a result of the resignation of Councillor Greg Vaughan:

COUNCIL RESOLUTION

MIN 6198/16 MOTION - Moved Cr. S Padfield 2nd Cr. B Thomas

That Council:

1. Conducts an extraordinary election on Saturday 3 September 2016 to fill the vacancy resultant from the resignation of former Councillor Greg Vaughan;
2. Allocates \$1,500 in the 2016/2017 budget for election expenses (GL4113000).

CARRIED 6/0
ABSOLUTE MAJORITY

COMMENT

In addition to the above, Council is to determine the polling place.

In previous elections, both ordinary and extraordinary elections have been held as voting in person and the polling booth was located in the Shire offices, 1 Longhurst Street, Narembeen.

Unless otherwise resolved by Council, the extraordinary election will be by “in-person” voting as stipulated in S4.61(7) of the Local Government Act 1995.

To ensure consistency with previous elections held, Council should confirm that the extraordinary election to be held on 3 September 2016 will be held at the Shire offices, 1 Longhurst Street, Narembeen.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 4.61(7)

Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.

FINANCIAL IMPLICATIONS

An election budget of \$1,500 has been approved for inclusion in the 2016/17 budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council confirm that the polling place for the extraordinary election on 3 September 2016 will be held at the Shire of Narembeen offices, 1 Longhurst Street, Narembeen.

COUNCIL RESOLUTION

MIN 6218/16 MOTION - Moved: Cr. Thomas 2nd: Cr. DeLuis

That Council confirm that the polling place for the extraordinary election on 3 September 2016 will be held at the Shire of Narembeen offices, 1 Longhurst Street, Narembeen.

CARRIED 7/0

AGENDA ITEM: 8.5.4 - Narembeen Civic Precinct

Subject:	Civic Precinct Interpretation Plan
Applicant:	N/A
File Ref:	P1223 / ADM557
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan
Date:	8 June 2016
Attachments:	Final Draft Interpretation Plan (separate attachment) and via email link to dropbox; Letter from State Heritage Office; Covering Letter from Stephen Carrick Heritage Architect

SUMMARY

Council is to consider approving the final draft of the Narembeen Civic Precinct Interpretation Plan.

BACKGROUND

For many years, Council and the Narembeen community have wanted to demolish the Lesser Hall as its usefulness to the district no longer exists. In 2015, heritage architect Stephen Carrick was engaged to prepare a Heritage Impact Statement (HIS) outlining the history and current use of the Lesser Hall with a view to its demolition. The HIS was considered by the Heritage Council and on 21 August 2015, the State Heritage Office (SHO) advised Council that the Heritage Council supported the demolition of the Lesser Hall subject to 2 conditions: that a detailed Archival Record of the Lesser Hall be prepared for Heritage Council approval and that an Interpretation Plan be prepared for the Narembeen Civic Precinct be submitted for review by the State Heritage Office Executive. It should be noted that the Interpretation Plan must include a commitment from Council to implement the Interpretation Plan within acceptable implementation timelines. A copy of the SHO's letter is attached.

Since that time, an Archival Record was prepared and submitted to the State Heritage Office for consideration. The SHO advised that the Archival Records meets the requirements of the Heritage Council. The first of 2 conditions associated with the Heritage Council's support for the demolition of the Lesser Hall has been met.

COMMENT

In order to comply with the Heritage Council's support for the demolition of the Lesser Hall, the second condition, the Final Draft of the Interpretation Plan, has been prepared for Council consideration and which is attached. Also attached is a covering letter from Stephen Carrick which provides an overview of the process required for acceptance, reporting and implementation of the Interpretation Plan.

In considering the Interpretation Plan, Council is asked to note the following sections:

1.6	Page 9	Key aims and objectives
2.5	Page 15	Interpretation vision
3.2	Page 17	Themes
3.4	Page 17	Interpretation zones
3.5	Page 20	Design of interpretive elements
3.7	Page 38	Indicative costs

To ensure the State Heritage Office approves the Interpretation Plan, Council should demonstrate its commitment to the following:

- ❖ The indicative costs as listed on page 38
- ❖ Timelines with an estimated final implementation date
- ❖ Developing a detailed design in 2016/17
- ❖ Submit the Final Draft Interpretation Plan to the State Heritage Office
- ❖ Provide 6 monthly progress reports to the State Heritage Office
- ❖ Pursue all avenues of external funding

Council is now in a position to commit to the Interpretation Plan so that the demolition of the Lesser Hall can be achieved.

CONSULTATION

Stephen Carrick Heritage Architect
Megan Patterson Zebra Creative
Travis Black Zebra Creative

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Acceptance of indicative costs of \$164,000 over the next 18 months.

Seek funding from external sources.

Approve \$50,000 in the 2016/17 budget for design (\$15,000) and art piece (\$35,000)

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Shire of Narembeen Corporate Business Plan
2.1.4 Maintain the Town Hall and demolish the Lesser Hall

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:

1. Commit to the development and implementation of the Narembeen Civic Precinct Interpretation Plan Final Draft as presented;
2. Subject to funding from external sources, commit to implementing the Interpretation Plan by 31 December 2017;
3. Submit this commitment to the State Heritage Office for their consideration and approval;
4. Provide progress reports to the State Heritage Office every 6 months from this date;
5. Make provision in the 2016/17 Shire of Narembeen budget of \$15,000 for design, documentation and contract administration of the Interpretation Plan;

6. Make provision in the 2016/17 Shire of Narembeen budget of \$35,000 to commission local artist Jordan Sprigg to create an art piece (horse) as the entry statement (Part A) for the Interpretation Plan;
7. Seek funding from all potential external sources for the Interpretation Plan;
8. Endorse the indicative implementation costings of \$164,000.

COUNCIL RESOLUTION

MIN 6219/16 MOTION - Moved: Cr. Thomas 2nd: Cr. Hardham

That Council;

1. *Commit to the development and implementation of the Narembeen Civic Precinct Interpretation Plan Final Draft as presented;*
2. *Subject to funding from external sources, commit to implementing the Interpretation Plan by 31 December 2017;*
3. *Submit this commitment to the State Heritage Office for their consideration and approval;*
4. *Provide progress reports to the State Heritage Office every 6 months from this date or as required;*
5. *Make provision in the 2016/17 Shire of Narembeen budget of \$40,000 to commence the implementation of the Interpretation Plan;*
6. *Seek funding from all potential external sources for the Interpretation Plan Implementation;*
7. *Endorse the indicative implementation costings.*

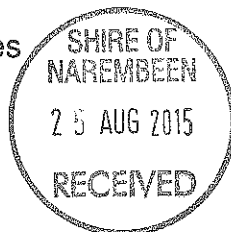
**CARRIED 7/0
ABSOLUTE MAJORITY**

Reason for Change: Progress reports to the Heritage Council more regularly as required. Remove reference to the purchase of a horse in the 16/17 budget due to funding restrictions to remove the specifics of the cost allocations.

21 August 2015

YOUR REF 11.10.30
OUR REF P3629
ENQUIRIES (08) 6552 4000

Mr Garry Gregan
Executive Manager Corporate Services
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369



Dear Garry

P3629 NAREMBEEN CIVIC PRECINCT

Thank you for your letter of 2 July 2015 regarding the Shire's proposal to demolish the Narembeen Lesser Hall, which is situated within the registered curtilage of the Narembeen Civic Precinct.

The Heritage Council considered the matter at its meeting on 14 August 2015, and resolved to advise the Shire of Narembeen that the proposed demolition of the Narembeen Lesser Hall has been considered in the context of the identified cultural significance of the registered place and the following advice is given:

Findings

- The future of the Lesser Hall has been an unresolved issue since 2005.
- The 1995 Civic Precinct Master Plan did not recommend entry of the Lesser Hall in the State Register. The place was registered in 1998.
- The recommendations of a 2008 Concept Plan were beyond the means of the Shire to implement.
- Use of the building has declined since the 1990s due to population decline and it is now largely disused, dilapidated and unsafe. However, the remaining Civic Precinct buildings are in good condition and are actively used and maintained.
- The Heritage Council notes the thorough and balanced approach taken to the preparation of the Heritage Impact Statement, which included engagement with key stakeholders in the community.
- The Lesser Hall is part of a precinct that will retain buildings of cultural heritage significance. The significance of the Hall as part of the precinct can be maintained through interpretation.

- Any proposal for new use in the vacant area, which will remain in the registered curtilage of the Narembeen Civic Precinct, will require referral to the Heritage Council for advice.

Advice

The proposed demolition is supported subject to the following conditions being fulfilled prior to demolition:

1. A detailed Archival Record of the Lesser Hall shall be prepared and submitted to the Heritage Council in accordance with the State Heritage Office's 'Guide to Preparing an Archival Record'.
2. An Interpretation Plan, with implementation time frame, shall be prepared for the Narembeen Civic Precinct to ensure that the story of the development of the civic buildings is accessible and understood. The Interpretation Plan, together with a commitment from the Shire to implementation shall be submitted for review and to the satisfaction of the State Heritage Office Executive.

Should you require any additional information in relation to this advice, please don't hesitate to contact me on (08) 6552 4000.

Yours sincerely,



Graeme Gammie
EXECUTIVE DIRECTOR

8 June 2016



stephencarrick
ARCHITECTS Pty Ltd

Garry Gregan
Executive Manager Corporate Services
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

Dear Garry,

**NAREMBEEN CIVIC PRECINCT INTERPRETATION PLAN
FINAL DRAFT**

Thank you for our meeting on 18 May 2016 with Councillors and senior staff of the Shire of Narembeen and the opportunity to discuss the draft Interpretation Plan for the Narembeen Civic Precinct. Further to that meeting please find attached the final draft for the Narembeen Civic Precinct Interpretation Plan.

The main changes from the draft to the final draft document are:

- Included an Executive Summary.
- Removed options for the entry statement based on feedback and just included the commissioning of a public art statement similar to Jordan Sprigg's 'Red Thunder'.
- Included indicative costs (\$164,000 ex GST) for design development, documentation and specification of the works and the supply and installation of the Interpretation Design Concept and the administration of a building contract.
- Included a timeframe for the design, documentation, specification, supply and installation of the Interpretation Design Concept. It should be noted that the timeframe of 18 months is based on funding, including any grant funding, being in place. Grant funding applications may take up to 12 months to achieve an outcome.
- Amended typographical errors and ensured consistency of terms.

Please do not hesitate to contact the undersigned (email stephen@stephencarrickarchitects.com.au or mobile 0457 309 201) if you have any queries in regard to the Final Draft Interpretation Plan.

Yours sincerely

Stephen Carrick

Director

Stephen Carrick Architects Pty Ltd

Attachments - Final Draft Narembeen Civic Precinct Interpretation Plan

Cc - Megan Patterson - Zebra Creative

AGENDA ITEM: 8.5.5 - April 2016 Schedule of Account

Subject:	May 2016 Schedule of Accounts
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Ashlyn Savin
Date:	1 June 2016
Attachments:	List of Payment and Credit Card Statements

SUMMARY

For Council to review the payments made in May 2016.

BACKGROUND

A schedule of accounts paid during the month of May 2016 is provided as follows:

Municipal Cheque Account	\$354,855.95
Municipal Cash Management Account	\$0.00
Trust Cheque Account	\$0.00
Reserve Account	\$0.00

COMMENT

The following payments >\$5,000.00 were made during the month of April 2016:

10813	26/05/2016	SYNERGY -WESTERN POWER	Power for pool 17 Feb - 3rd May 2016	\$ 15,776.38
10814	26/05/2016	WATER CORPORATION	Water Usage	\$ 10,952.24
DD8377.1	05/05/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$ 7,407.35
DD8391.1	19/05/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$ 7,424.07
EFT8648	11/05/2016	AUSTRALIAN TAXATION OFFICE	BAS April 2016	\$ 6,489.00
EFT8649	11/05/2016	AVON WASTE	April Rubbish collection	\$ 14,700.79
EFT8672	11/05/2016	Landgate	Rural UV Gen Vals First 500 shared	\$ 6,985.60
EFT8674	11/05/2016	NAREMBEEN CLUB INC	Hor D-oeuvres for 200 people @ \$15.5. per head for Recreation Centre Opening	\$ 5,044.10
EFT8676	11/05/2016	NAREMBEEN HARDWARE AND AG SUPPLIES	Torden fallowboss	\$ 40,181.60
EFT8685	11/05/2016	QUAIRADING EARTHMOVING	Plant hire D8T dozer and transport	\$ 19,525.00
EFT8699	11/05/2016	Moore Stephens	Interim Audit fees for year ending 30 June 2016	\$ 10,411.50
EFT8709	25/05/2016	Elite Pool Covers	Solar 550 Commercial Blanket	\$ 10,780.00

EFT8712	25/05/2016	INITIAL	Hygiene services for 27/06/2016 - 26/06/2017 at various locations	\$ 5,660.14
EFT8716	25/05/2016	LO - GO APPOINTMENTS	Bob Edwards - Acting Manager Works & Services 2nd May - 6th May	\$ 7,584.06
EFT8717	25/05/2016	Liberty Oil Rural Pty Ltd	17,100 LITRES OF DIESEL @ 1.0380C PER LITRE	\$ 17,749.80
EFT8728	25/05/2016	SHIRE OF CORRIGIN	ROEEHO ROE Regional Environmental Health Services Scheme January to April 2016	\$ 11,084.70
EFT8734	25/05/2016	Trisley's Hydraulic Services Pty Ltd	2 x Auto switchover vacuum regulators 2 x Actuator assemblies	\$ 8,842.90
EFT8738	25/05/2016	Western Australian Treasury Corporation	Bulk repayment to self-supporting loan 127B - Homes for the Aged	\$ 30,000.00
EFT8740	25/05/2016	Stephen Carrick Architects	Draft Civic Precinct Interpretation Plan Travel	\$ 10,802.70
EFT8741	26/05/2016	West Coast Shade	Repairs to shade sails 2 x new shade sail structures	\$ 15,983.00

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996 (FMR)

Reg 11. 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 made 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 to 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. Lists 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 payment; 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 requires council authorisation in that month -
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (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 the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Shire of Narembeen 2015/2016 Operating Budget.

POLICY IMPLICATIONS

Nil

9. Provide good strategic decision making, governance, leadership and professional management

9.1 Develop leadership skills and behaviours that enhance the knowledge, skills and experience of the Shire staff and Council

9.2 Manage the organisation in a responsible, accountable and consultative manner

9.3 Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance

RELATED PARTY TRANSACTIONS

There are no known related party transactions at this time.

OFFICER RECOMMENDATION

That Council:

1. Receive the Schedule of Accounts for May 2016;
2. Receive the Corporate Card Activity Statement for the month of May 2016.

COUNCIL RESOLUTION

MIN 6220/16 MOTION - Moved: Cr. Thomas 2nd: Cr. Cowan

That Council;

1. *Receive the Schedule of Accounts for May 2016;*
2. *Receive the Corporate Card Activity Statement for the month of May 2016.*

CARRIED 7/0



SHIRE OF NAREMBEEN

SCHEDULE OF ACCOUNTS SUBMITTED TO COUNCIL 15 JUNE 2016

Chq/EFT	Date	Name	Description	Amount
EFT8643	11/05/2016	ABACUS PRINTING	VINYL BIN STICKERS 9 WASTE AND 9 RECYCLE	\$ 572.00
EFT8644	11/05/2016	ALL WAYS FOODS	Cleaning materials and handtowel for Caravan Park	\$ 498.19
EFT8645	11/05/2016	AMPAC Debt Recovery (WA) Pty Ltd	Bodenstein Sundry Debtor Collection Fees	\$ 828.91
EFT8646	11/05/2016	ARROW BRONZE	B/E - H-Set Pattern- Smooth HASSETT D/D 445972	\$ 201.68
EFT8647	11/05/2016	AUSTRALIAN SERVICES UNION	Payroll deductions	\$ 51.60
EFT8648	11/05/2016	AUSTRALIAN TAXATION OFFICE	BAS April 2016	\$ 6,489.00
EFT8649	11/05/2016	AVON WASTE	April Rubbish collection	\$ 14,700.79
EFT8650	11/05/2016	Ag Implements Quairading	Drug and Alcohol Tests for Bob Edwards, Ashlyn Savin, Richard Gausden and Shane Biddulph	\$ 222.00
EFT8651	11/05/2016	Artra	Additional modifications to Kitchen Upgrade	\$ 357.50
EFT8652	11/05/2016	BRUCE ROCK ENGINEERING	Rubber Bush Large Polyurethane	\$ 414.61
EFT8653	11/05/2016	Bayview Geographe Resort	2 nights accommodation and breakfast for Bonnie Cole to Attend Aspiring Leaders Conference. 18-19 May	\$ 238.00
EFT8654	11/05/2016	Best Office Systems	Photocopier printing black and white - colour for 23/03/2016 - 23/04/2016	\$ 746.08
EFT8655	11/05/2016	CASTLEDEX	Files, clips and labels for filing	\$ 309.33
EFT8656	11/05/2016	CODY EXPRESS TRANSPORT	Delivery of tactiles	\$ 21.71
EFT8657	11/05/2016	CONPLANT AMMANN AUSTRALIA	2 x straps to hold rear water tank	\$ 360.67
EFT8658	11/05/2016	COVS	Renolit EP2 grease 450GM Fuchs	\$ 652.89
EFT8659	11/05/2016	CUTTING EDGES PTY LIMITED	GRader Blade	\$ 2,194.50
EFT8660	11/05/2016	Commander Australia	Monthly service and equipment charges for telephone system	\$ 75.41
EFT8661	11/05/2016	DONOVAN FORD	Sensor Camshaft	\$ 101.48
EFT8662	11/05/2016	EASTERN HILLS SAWS AND MOWERS	autocut wipper snipper heads	\$ 208.00
EFT8663	11/05/2016	Enware Australia Pty Ltd	Purchase of Water Cooler for Netball Courts	\$ 945.07
EFT8664	11/05/2016	GREAT SOUTHERN FUEL SUPPLIES	Fuel Purchased for 1NB	\$ 46.99
EFT8665	11/05/2016	HITACHI CONSTRUCTION MACHINERY PTY LTD	Steel Cylinder	\$ 2,388.45

EFT8666	11/05/2016	HUTTON AND NORTHEY SALES	Filters, oil, fuel aire, hydraulic	\$ 471.80
EFT8667	11/05/2016	Henry Schein Regional Pty Ltd	Monthly Digital Support	\$ 35.00
EFT8668	11/05/2016	JASON SIGNMAKERS	Street sign bracket with bolts, nuts and washers 150mm extrusion	\$ 341.00
EFT8669	11/05/2016	KLEENHEAT GAS	BULK TANK FACILITY FEE	\$ 750.20
EFT8670	11/05/2016	LO - GO APPOINTMENTS	Robert Edwards - Acting Works Manager 34 hours ending 30/04/16	\$ 3,167.78
EFT8671	11/05/2016	LOCAL GOVERNMENT MANAGERS AUSTRALIA	Member Registration for Miss Bonnie Cole to attend Ignite Program	\$ 1,950.00
EFT8672	11/05/2016	Landgate	Rural UV Gen Vals First 500 shared	\$ 6,985.60
EFT8673	11/05/2016	MERREDIN FLOWERS AND GIFTS	ANZAC day Wreaths Bunch of flowers for Rec Centre Opening	\$ 900.00
EFT8674	11/05/2016	NAREMBEEN CLUB INC	Hor D-oeuvres for 200 peope @ \$15.5. per head fore Recreation Centre Opening	\$ 5,044.10
EFT8675	11/05/2016	NAREMBEEN HARDWARE & AG SUPPLIES - SHIRE WORKSHOP	Blade jigsaw, shackled D 8mm, shackle D 10mm, tek screw	\$ 271.95
EFT8676	11/05/2016	NAREMBEEN HARDWARE AND AG SUPPLIES	torden fallowboss	\$ 40,181.60
EFT8677	11/05/2016	NAREMBEEN RURAL NEWSAGENCY	News papers and stationery purchased April 2016	\$ 510.80
EFT8678	11/05/2016	NAREMBEEN TYRE SERVICE	TYRES 13/ 80xr e20 (compactor) and tube	\$ 1,430.00
EFT8679	11/05/2016	NESS GAS SUPPLIES	2 45kg bottles of Gas for the Caravan Park	\$ 240.00
EFT8680	11/05/2016	Narembeem Community Resource Centre	Print ANZAC booklets	\$ 353.20
EFT8681	11/05/2016	OZLITE	28w shatterproof T5 cool white 4000K + Insurance and handling	\$ 632.84
EFT8682	11/05/2016	P M Services Narembeem	Waste Transfer Station Management 23 April to 6 May 2016	\$ 2,496.00
EFT8683	11/05/2016	PC & JE KENNEDY	Reinstate fencing around netball courts. Labour only	\$ 2,632.00
EFT8684	11/05/2016	QC Ultimate Clean	Professional Carpet Cleaning for Recreation Centre Opening	\$ 1,199.57
EFT8685	11/05/2016	QUAIRADING EARTHMOVING	plant hire D8T dozer and transport	\$ 19,525.00
EFT8686	11/05/2016	RSM Painting Pty Ltd	Painting bulk head ceiling and kitchen	\$ 3,410.00
EFT8687	11/05/2016	Raw Creative	Design and artwork roadside information bay	\$ 1,495.00
EFT8688	11/05/2016	SHIRE OF KELLERBERRIN	HIRE OF STREET SWEEPER AND DRIVER	\$ 2,061.22
EFT8689	11/05/2016	SHIRE OF NAREMBEEN PAYROLL DEDUCTIONS	Payroll deductions	\$ 210.00

EFT8690	11/05/2016	STAR TRACK EXPRESS	cutting edge and hitachi	\$ 925.86
EFT8691	11/05/2016	TOTAL AG (DO NOT USE)	ROUNDUP, FCMA, TRIASULFURON	\$ 1,936.42
EFT8692	11/05/2016	The Workwear Group Pty Ltd	Uniforms for Rachael Moore	\$ 980.41
EFT8693	11/05/2016	Truck Centre (WA) Pty Ltd	1 x starter motor	\$ 715.00
EFT8694	11/05/2016	Varley Transport	OVERPAYMENT FOR ACCOMMODATION AT CARAVAN PARK	\$ 120.00
EFT8695	11/05/2016	WKC Spatial	Narembeen Aerodrome - Subsurface Utility Location Survey	\$ 1,738.00
EFT8696	11/05/2016	Winstons Meat and Provisions	Afternoon tea provided for meeting with Premier	\$ 177.96
EFT8697	11/05/2016	aust post	Postage Charges April 2016	\$ 75.10
EFT8698	11/05/2016	ixom	70kg Cylinder Chlorine	\$ 40.92
EFT8699	11/05/2016	moore stephens	Interim Audit fees for year ending 30 June 2016	\$ 10,411.50
EFT8700	25/05/2016	ALL WAYS FOODS	6 x killback 3 x C&C cleaner 2 x toilet paper - 2 Ply 2 x hand towel	\$ 482.79
EFT8701	25/05/2016	AUSTRALIAN SERVICES UNION	Payroll deductions	\$ 51.60
EFT8702	25/05/2016	Ashlyn Savin	Trelis Training Travel 466.275 Meals 187.44	\$ 653.72
EFT8703	25/05/2016	B & B FRIDGE & FREEZER RENTALS	SKOPE ACTIVE 2 DOOR DISPLAY FRIDGE FOR COUNCIL CHAMBERS	\$ 3,250.00
EFT8704	25/05/2016	BONNIE COLE	PURCHASE OF 12 BOTTLES WHITE WINE FOR COUNCIL MEETINGS	\$ 173.20
EFT8705	25/05/2016	Best Office Systems	Check waste toner. Travel \$1.20 per km	\$ 77.00
EFT8706	25/05/2016	CJB Carpentry	INSTALL HARDWOOD TIMBER SCREEN & INSTALL MELAMINE SHELVING TO STORE ROOM AT REC CENTRE	\$ 4,584.25
EFT8707	25/05/2016	COVS	electrical terminals (cable joiner and blade)	\$ 49.54
EFT8708	25/05/2016	Chris Bray Electrics Pty Ltd	TO REPLACE POWER POINT IN KITCHEN, EXHUAUST FAN IN TOILET AND FIT NEW SMOKE DETECTOR U2/31 CURRALL ST	\$ 1,035.70
EFT8709	25/05/2016	Elite Pool Covers	Solar 550 Commercial Blanket	\$ 10,780.00
EFT8710	25/05/2016	Henry Schein Regional Pty Ltd	Sensor Kit Monthly digital support for remote support to assist your practice with Diagnosis and resolution of IT and Software issues.	\$ 35.00
EFT8711	25/05/2016	Hubbard Agencies	Auction 18th April 2016 @ 33 Thomas St Narembeen	\$ 715.00

EFT8712	25/05/2016	INITIAL	Hygiene services for 27/06/2016 - 26/06/2017 at various locations	\$ 5,660.14
EFT8713	25/05/2016	IRRI-TEC	WORKS CARRIED OUT TO RETICULATION ON TOWN OVAL	\$ 3,388.00
EFT8714	25/05/2016	Irving Holdings WA	112.96 DIESEL @ \$1.07 FOR NB7511	\$ 1,287.27
EFT8715	25/05/2016	LGIS Risk Management	Training costs 5 day course - michael hall 2 day course - neil wesley	\$ 1,538.66
EFT8716	25/05/2016	LO - GO APPOINTMENTS	Bob Edwards - Acting Manager Works & Services 2nd May - 6th May	\$ 7,584.06
EFT8717	25/05/2016	Liberty Oil Rural Pty Ltd	17,100 LITRES OF DIESEL @ 1.0380C PER LITRE	\$ 17,749.80
EFT8718	25/05/2016	METRO COUNT	FULL FIELD KIT, 6V WELDED BATTERY PACK & VOL DISC	\$ 778.80
EFT8719	25/05/2016	NAREMBEEN FOOTBALL CLUB	KIDSPORT - FOOTBALL - SHELDON KUHNE-MUNROE	\$ 60.00
EFT8720	25/05/2016	NAREMBEEN HARDWARE & AG SUPPLIES - BUILDING A/C	VARIOUS ITEMS FOR U3/31 CURRALL ST	\$ 295.97
EFT8721	25/05/2016	NAREMBEEN MEDICAL CENTRE	Medical for Vanessa Wittstock	\$ 130.00
EFT8722	25/05/2016	NAREMBEEN SWIMMING CLUB	KIDSPORT - SWIMMING VANESSA THOMAS	\$ 65.00
EFT8723	25/05/2016	Narembreen Netball Club	KIDSPORT - NETBALL - AMBER KUHNE-MUNROE	\$ 260.00
EFT8724	25/05/2016	Narrogin Furnishings - Furniture Court	Timber vinyl in treatment room. \$175.050 per Met (7.79 met used)	\$ 1,500.00
EFT8725	25/05/2016	P M Services Narembreen	Wages for Peter Miller May 7th to May 20th 2016	\$ 2,496.00
EFT8726	25/05/2016	PC & JE KENNEDY	PAVING AT BOWLING AREA AT TOWN OVAL	\$ 672.00
EFT8727	25/05/2016	R.P Beechey Services	CHERRY PICKER HIRE - FIT SECURITY LIGHT AT CAR PARK AT REC CENTRE	\$ 715.00
EFT8728	25/05/2016	SHIRE OF CORRIGIN	ROEEHO ROE Regional Environmental Health Services Scheme January to April 2016	\$ 11,084.70
EFT8729	25/05/2016	SHIRE OF NAREMBEEN PAYROLL DEDUCTIONS	Payroll deductions	\$ 210.00
EFT8730	25/05/2016	SONIC BOOMSPRAYS	cable repair and wire solder joiners for boom repair	\$ 326.54
EFT8731	25/05/2016	STAR TRACK EXPRESS	FREIGHT FOR PARTS FROM BSC MOTION TECH	\$ 393.80
EFT8732	25/05/2016	STATE LAW PUBLISHER	Advertising of Authorised Officers in Government Gazette	\$ 142.50
EFT8733	25/05/2016	Stephen Thomas	reimbursement lights for 26 Hilton Way	\$ 131.05
EFT8734	25/05/2016	Trisley's Hydraulic Services Pty Ltd	2 x Auto switchover vacuum regulators 2 x Actator assemblies	\$ 8,842.90

EFT8735	25/05/2016	WA Contract Ranger Services	ranger services performed 27/04/2016 - 05/05/2016	\$ 794.75
EFT8736	25/05/2016	WALGA	Workshops Roman 2 Training for Joan Gegan	\$ 440.00
EFT8737	25/05/2016	Waterman Irrigation	Standpipe repair at Crampthorne, Narembreen, Wadding and South Kumminin. 8 hours @ \$125per hour travel 700km @ \$1.95 per km parts \$660	\$ 3,327.50
EFT8738	25/05/2016	Western Australian Treasury Corporation	Bulk repayment to self supporting loan 127B - Homes for the Aged	\$ 30,000.00
EFT8739	25/05/2016	point2point electrical & data	Supply / install new LED floodlight and cable for carpark light. Supply / install photo cell with time for carpark and sign lighting. Repair faulty lights on footy oval. Test & Commission Travel: 600km @ \$0.92 per km (\$550) Labour: 7 hours @ \$90 per hr (\$630) Materials: LED floodlight, cable, PE Cell with timer (\$850)	\$ 2,233.00
EFT8740	25/05/2016	stephen carrick architects	Draft Civic Precinct Interpretation Plan Travel	\$ 10,802.70
EFT8741	26/05/2016	West Coast Shade	Repairs to shade sails 2 x new shade sail structures	\$ 15,983.00
EFT8742	30/05/2016	PC & JE KENNEDY	Narembreen Swimming Pool shade sails Cement supplied and poured	\$ 875.00
EFT8743	31/05/2016	Stephen Thomas	Flexible bollard for disabled parking Rec Centre Paint for line marking Rec Centre Parking Tape for line marking Rec Centre	\$ 1,141.75
10807	11/05/2016	BATTERY WORLD	CORDLESS PHONE BATTERY	\$ 264.00
10808	11/05/2016	NAREMBREEN PHARMACY	INfluenza Vaccine for Staff	\$ 493.95
10809	11/05/2016	SHIRE OF NAREMBREEN	Vehicle Registration	\$ 147.20
10810	11/05/2016	SYNERGY -WESTERN POWER	Street Lighting for period 25/03/16 to 24/04/16	\$ 1,786.05
10811	11/05/2016	TELSTRA	Telephone charges April 2016	\$ 3,474.62
10812	26/05/2016	JOAN GREGAN	ROMAN II TRAINING - ACCOMMODATION, PARKING & FUEL	\$ 387.03
10813	26/05/2016	SYNERGY -WESTERN POWER	Power for pool 17 Feb - 3rd May 2016	\$ 15,776.38
10814	26/05/2016	WATER CORPORATION	Water Usage for House at 41L Hilton Way	\$ 10,952.24
DD8373.1	02/05/2016	BUPA AUSTRALIA	DD Heath Insurance CEO	\$ 388.50
DD8375.1	02/05/2016	WESTNET PTY LTD	Westnet monthly charges	\$ 309.80
DD8377.1	05/05/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$ 7,407.35
DD8377.2	05/05/2016	Concept One Superannuation	Superannuation contributions	\$ 362.50

DD8377.3	05/05/2016	CBUS Super	Superannuation contributions	\$ 663.45
DD8377.4	05/05/2016	Plum Super Fund	Superannuation contributions	\$ 214.44
DD8377.5	05/05/2016	BT Wrap	Superannuation contributions	\$ 214.44
DD8377.6	05/05/2016	AUSTRALIAN SUPER	Superannuation contributions	\$ 593.06
DD8377.7	05/05/2016	AMP Life Limited	Superannuation contributions	\$ 223.80
DD8384.1	10/05/2016	HBF	HBF - Health - EMCS as per Contract of Employment	\$ 407.40
DD8391.1	19/05/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$ 7,424.07
DD8391.2	19/05/2016	Concept One Superannuation	Superannuation contributions	\$ 362.50
DD8391.3	19/05/2016	CBUS Super	Superannuation contributions	\$ 663.45
DD8391.4	19/05/2016	Prime Superannuation Fund	Superannuation contributions	\$ 110.59
DD8391.5	19/05/2016	Plum Super Fund	Superannuation contributions	\$ 214.44
DD8391.6	19/05/2016	BT Wrap	Superannuation contributions	\$ 214.44
DD8391.7	19/05/2016	AUSTRALIAN SUPER	Superannuation contributions	\$ 593.06
DD8391.8	19/05/2016	AMP Life Limited	Superannuation contributions	\$ 223.80
DD8394.1	23/05/2016	Bankwest	Melville Holden - Service 1 NB CEO Caprice	\$ 1,385.96
DD8410.1	31/05/2016	BUPA AUSTRALIA	DD Heath Insurance CEO	\$ 388.50
310516	02/05/2016	BANKFEES - BANK FEES	BANK FEES	\$ 160.40
310516	02/05/2016	BANKFEES - BANK FEES	BANK FEES	\$ 205.88
310516	31/05/2016	BANKFEES - BANK FEES	BANK FEES	\$ 4.27
TOTAL				\$354,855.95



Bankwest Corporate MasterCard Statement

123BC3C 000045 (050N)

MR CHRISTOPHER G JACKSON
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Number 5586 0255 5109 0002

Period 2 Apr 16 - 2 May 16

Monthly Spend Limit \$10,000

SUMMARY OF YOUR SPEND

Purchases	\$1,113.10
Cash Advances & Balance Transfers	\$0.00

YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
06 APR 16	OFFICEWORKS COM AU	BENTLEIGH EAS	VIC	\$148.40 ✓	
08 APR 16	SHIRE OF NAREMBEEN	NAREMBEEN	AUS	\$41.80 ✓	
18 APR 16	MELVILLE HOLDEN	MELVILLE	WA	\$798.60 ✓	
28 APR 16	MM ELOELECTRICAL MIDLAND	MIDLAND	WA	\$124.30	
Total				\$1,113.10	\$0.00

Reviewed

Currently under
investigation.

Authorised

092BC3C 000046 (050N)

MR CHRISTOPHER G JACKSON
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Number

5586 0255 5109 0002

Period

2 Mar 16 - 1 Apr 16

Monthly Spend Limit

\$10,000

SUMMARY OF YOUR SPEND

Purchases	\$1,490.41
Cash Advances & Balance Transfers	\$0.00

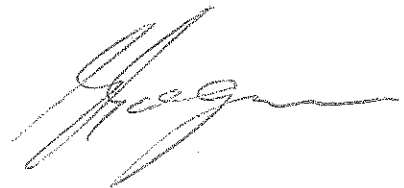
YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
29 FEB 16	CAPE CELLARS	BUSSELTON		\$980.75	
07 MAR 16	FREECHOICE STORES	REE WA		\$29.95	
21 MAR 16	SHIRE OF NAREMBEEN	NAREMBEEN	AUS	\$34.00	
21 MAR 16	SHIRE OF NAREMBEEN	NAREMBEEN	AUS	\$41.80	
21 MAR 16	SHIRE OF NAREMBEEN	NAREMBEEN	AUS	\$9.00	
22 MAR 16	ASCOT QUAYS	ASCOT	WA	\$394.91	
24 MAR 16	PAYPAL *TOMGADGET	4029357733	AUS	\$63.95	
27 MAR 16	PAYPAL *TOMGADGET	4029357733	AUS		\$63.95
Total				\$1,554.36	\$63.95 CR

Reviewed



Authorised



AGENDA ITEM: 8.5.6 - Financial Report May 2016

Subject:	Financial Report May 2016
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	N/A
Disclosure of Interest (Member):	N/A
Author:	Bonnie Cole
Date:	1 June 2016
Attachments:	May 2016 Financial Report, May 2016 CRC Financial Report, Outstanding Rates Report

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 May 2016.

COMMENT

Council's closing position at 31 May 2016 amounts to \$1,291,026 with net current assets of \$3,438,904 and \$1,825,461 which is restricted cash.

CONSULTATION

Senior Finance Officer
Admin Officer
Senior Staff

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations
Reg 34 Financial Activity Statement

FINANCIAL IMPLICATIONS

Shire of Narembeen 2015/2016 Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:

1. Receive the Shire of Narembreen's Financial Report for the month of May 2016;
2. Receive bank reconciliation for the month of May 2016 for the all Shire Bank Accounts; and
3. Receive the Narembreen Community Resource Centre Financial Report for the Month of May 2016.
4. Receive the Outstanding Rates Report as at 31 May 2016.

COUNCIL RESOLUTION

MIN 6221/16 MOTION - Moved: Cr. Padfield 2nd: Cr. Hardham

That Council;

1. *Receive the Shire of Narembreen's Financial Report for the month of May 2016;*
2. *Receive bank reconciliation for the month of May 2016 for the all Shire Bank Accounts; and*
3. *Receive the Narembreen Community Resource Centre Financial Report for the Month of May 2016.*
4. *Receive the Outstanding Rates Report as at 31 May 2016.*

CARRIED 7/0

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT

For the Period Ended 31 May 2016

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 Capital Acquisitions and Capital Funding	
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

Shire of Narembeen

Compilation Report

For the Period Ended 31 May 2016

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 May 2016 of \$1,291,026.

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

Preparation

Prepared by: Bonnie Cole

Reviewed by: Garry Gregan

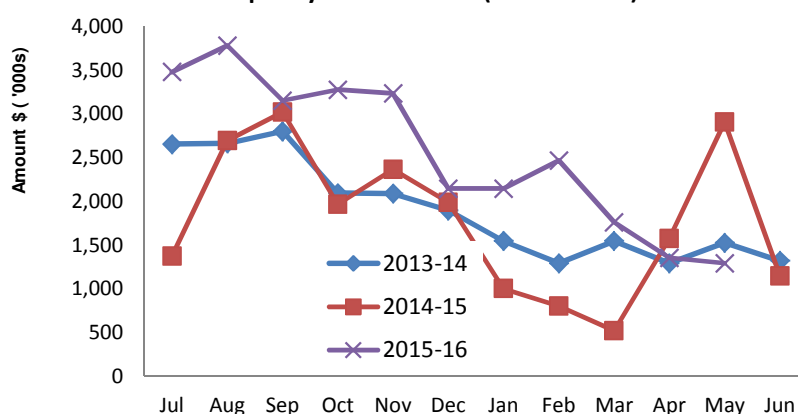
Date prepared: 01/06/2016

Shire of Narembeen

Monthly Summary Information

For the Period Ended 31 May 2016

Liquidity Over the Year (Refer Note 3)



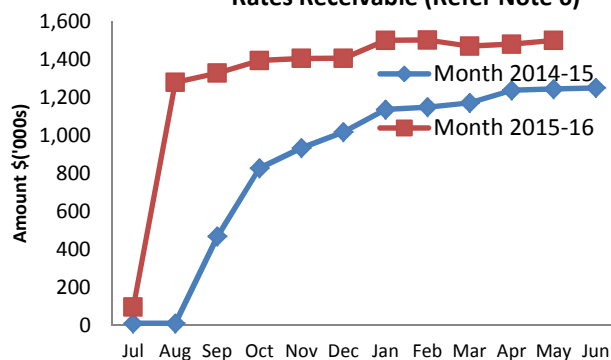
Cash and Cash Equivalents as at period end

Unrestricted	\$ 1,490,525
Restricted	\$ 1,825,461
	<u>\$ 3,315,986</u>

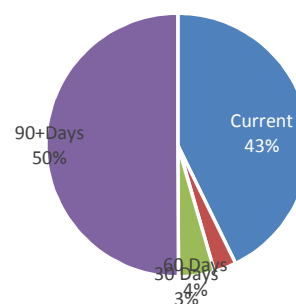
Receivables

Rates	\$ 95,423
Other	\$ 51,093
	<u>\$ 146,516</u>

Rates Receivable (Refer Note 6)



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



Comments

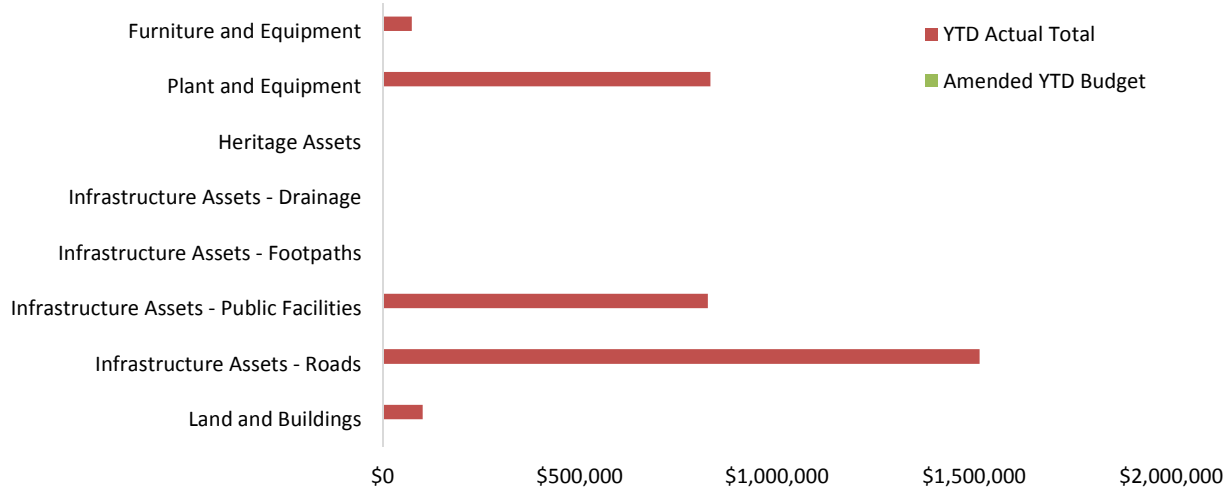
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Narembeen

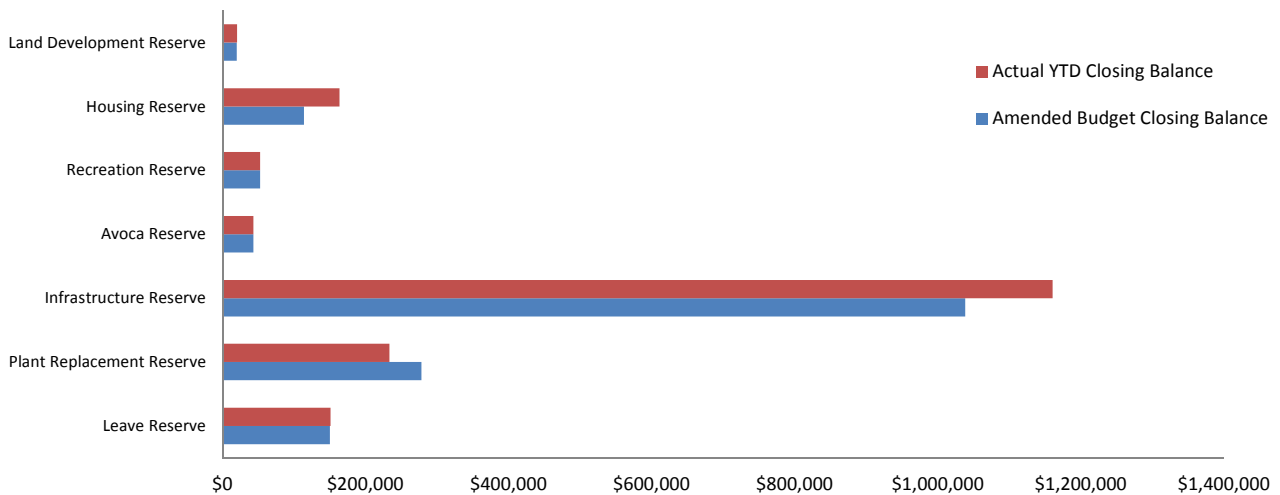
Monthly Summary Information

For the Period Ended 31 May 2016

Capital Expenditure Program YTD (Refer Note 13)



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.

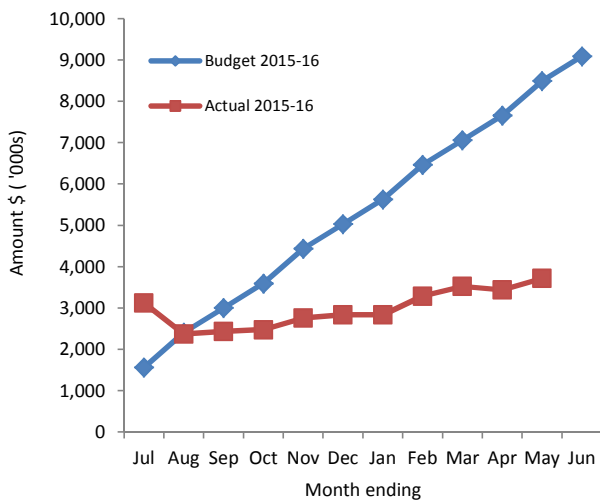
Shire of Narembeen

Monthly Summary Information

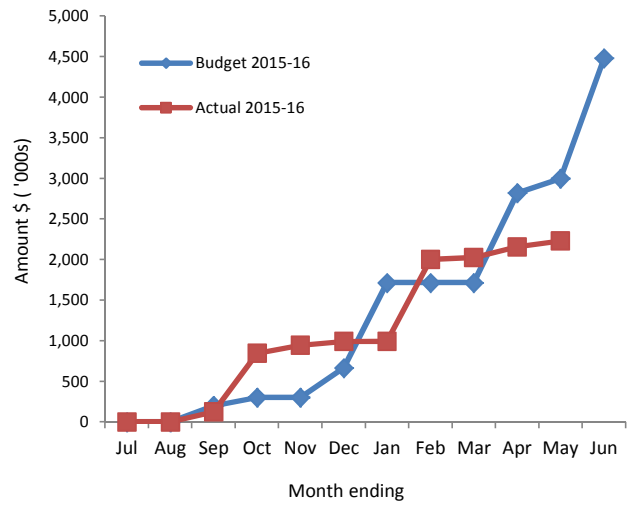
For the Period Ended 31 May 2016

Revenues

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

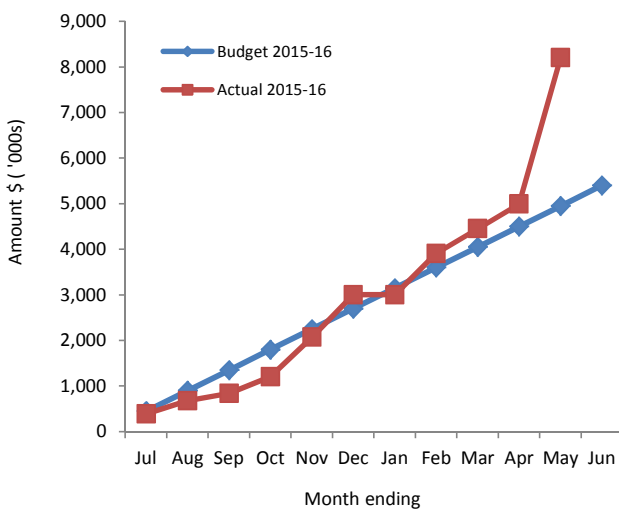


Budget Capital Revenue -v- Actual (Refer Note 2)

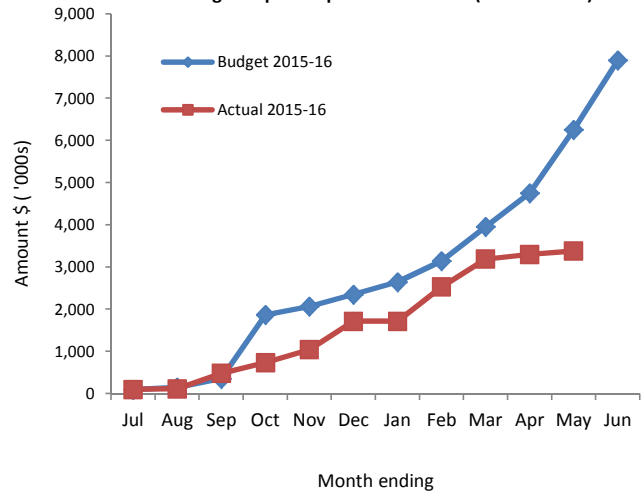


Expenditure

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
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 May 2016

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		55,600	52,104	42,810	(9,294)	(17.84%)	▼
General Purpose Funding - Rates	9	1,466,550	1,466,550	1,472,381	5,831	0.40%	
General Purpose Funding - Other		1,077,453	868,140	1,019,029	150,889	17.38%	▲
Law, Order and Public Safety		75,656	69,333	66,338	(2,995)	(4.32%)	
Health		0	0	2,678	2,678		
Education and Welfare		0	0	0	0		
Housing		78,842	72,422	68,275	(4,147)	(5.73%)	
Community Amenities		337,737	1,178,323	193,678	(984,645)	(83.56%)	▼
Recreation and Culture		72,928	186,803	33,199	(153,604)	(82.23%)	▼
Transport		168,400	3,129,500	506,400	(2,623,100)	(83.82%)	▼
Economic Services		197,300	192,503	215,009	22,506	11.69%	▲
Other Property and Services		101,154	92,336	100,659	8,323	9.01%	▲
Total Operating Revenue		3,631,619	7,308,014	3,720,456	(3,587,558)		
Operating Expense							
Governance		(481,598)	(459,943)	(553,531)	(93,588)	(20.35%)	▼
General Purpose Funding		(98,791)	(90,530)	(105,596)	(15,066)	(16.64%)	▼
Law, Order and Public Safety		(120,015)	(109,978)	(73,897)	36,081	32.81%	▲
Health		(215,014)	(197,006)	(175,122)	21,884	11.11%	▲
Education and Welfare		0	0	0	0		
Housing		(268,728)	(246,311)	(231,992)	14,319	5.81%	▲
Community Amenities		(608,438)	(557,993)	(432,707)	125,286	22.45%	▲
Recreation and Culture		(1,044,357)	(944,727)	(998,334)	(53,607)	(5.67%)	▼
Transport		(2,052,347)	(1,962,633)	(4,997,700)	(3,035,067)	(154.64%)	▼
Economic Services		(354,836)	(325,973)	(313,920)	12,053	3.70%	
Other Property and Services		(185,862)	(163,487)	(318,509)	(155,022)	(94.82%)	▼
Total Operating Expenditure		(5,429,985)	(5,058,581)	(8,201,307)	(3,142,726)		
Funding Balance Adjustments							
Add back Depreciation		1,928,401	1,767,590	4,791,770	3,024,180	171.09%	▲
Adjust (Profit)/Loss on Asset Disposal	8	156,512		150,716	150,716		▲
Adjust Provisions and Accruals		0		29,081	29,081		▲
Net Cash from Operations		286,548	4,017,023	490,716	(3,526,307)		
Capital Revenues							
Grants, Subsidies and Contributions	11	4,480,615	1,910,615	1,910,615	0	0.00%	
Proceeds from Disposal of Assets	8	272,000	318,882	318,882	0	0.00%	
Total Capital Revenues		4,752,615	2,229,497	2,229,497	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(2,099,000)	(101,042)	(101,042)	0	0.00%	
Infrastructure - Roads	13	(3,902,507)	(1,513,914)	(1,513,914)	0	0.00%	
Infrastructure - Public Facilities	13	(857,599)	(823,951)	(823,951)	0	0.00%	
Infrastructure - Footpaths	13	(10,000)	0	0	0		
Infrastructure - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(851,000)	(830,659)	(830,659)	0	0.00%	
Furniture and Equipment	13	(120,000)	(106,277)	(106,277)	0	0.00%	
Total Capital Expenditure		(7,840,106)	(3,375,843)	(3,375,843)	0		
Net Cash from Capital Activities		(3,087,491)	(1,146,346)	(1,146,346)	0		
Financing							
Proceeds from New Debentures		677,000	0				
Proceeds from Advances		0	0				
Self-Supporting Loan Principal		12,128	40,409	40,409			
Transfer from Reserves	7	185,000	0	0			
Advances to Community Groups		0	0				
Repayment of Debentures	10	(96,584)	(119,453)	(119,453)			
Transfer to Reserves	7	(191,260)	(135,094)	(135,094)			
Net Cash from Financing Activities		586,284	(214,137)	(214,137)			
Net Operations, Capital and Financing		(2,214,659)	2,656,540	(869,768)			
Opening Funding Surplus(Deficit)	3	2,160,794	2,160,794	2,160,794			
Closing Funding Surplus(Deficit)	3	(53,865)	4,817,334	1,291,026			

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 May 2016

	Note	Amended Annual Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	%	
Rates	9	1,466,550	1,464,312			
Operating Grants, Subsidies and Contributions	11	1,511,155	1,779,981	1,779,981		▲
Fees and Charges		532,034	383,513	383,513		▲
Service Charges		0		0		
Interest Earnings		119,000	79,428	79,428		▲
Other Revenue		999	10,044	10,044		▲
Profit on Disposal of Assets	8	1,880	3,178	3,178		
Total Operating Revenue		3,631,618	3,720,456	2,256,144		▲
Operating Expense						
Employee Costs		(1,489,766)	(1,614,143)	(1,614,143)		▼
Materials and Contracts		(1,356,247)	(1,108,322)	(1,108,322)		▼
Utility Charges		(200,750)	(217,218)	(217,218)		▼
Depreciation on Non-Current Assets		(1,928,401)	(4,791,770)	(4,791,770)		▼
Interest Expenses		(68,671)	(54,144)	(54,144)		▼
Insurance Expenses		(210,758)	(207,473)	(207,473)		▼
Other Expenditure		(16,999)	(54,343)	(54,343)		▼
Loss on Disposal of Assets	8	(158,392)	(153,894)	(153,894)		
Total Operating Expenditure		(5,429,984)	(8,201,307)	(8,047,413)		▼
Funding Balance Adjustments						
Add back Depreciation		1,928,401	4,791,770	4,791,770		▲
Adjust (Profit)/Loss on Asset Disposal	8	156,512	150,716	150,716		▲
Adjust Provisions and Accruals			29,081	29,081		▲
Net Cash from Operations		286,547	490,716	(819,702)		
Capital Revenues						
Grants, Subsidies and Contributions	11	4,480,615	1,910,615	1,910,615		▲
Proceeds from Disposal of Assets	8	272,000	318,882	318,882		▲
Total Capital Revenues		4,752,615	2,229,497	2,229,497		
Capital Expenses						
Land Held for Resale		0	0	0		
Land and Buildings	13	(2,099,000)	(101,042)	(101,042)		▼
Infrastructure - Roads	13	(3,902,507)	(1,513,914)	(1,513,914)		▼
Infrastructure - Public Facilities	13	(857,599)	(823,951)	(823,951)		▼
Infrastructure - Footpaths	13	(10,000)	0	0		
Infrastructure - Drainage	13	0	0	0		
Heritage Assets	13	0	0	0		
Plant and Equipment	13	(851,000)	(830,659)	(830,659)		▼
Furniture and Equipment	13	(120,000)	(106,277)	(106,277)		▼
Total Capital Expenditure		(7,840,106)	(3,375,843)	(3,375,843)		
Net Cash from Capital Activities		(3,087,491)	(1,146,346)	(1,146,346)		
Financing						
Proceeds from New Debentures		677,000	0	0		
Proceeds from Advances		0	0	0		
Self-Supporting Loan Principal		12,128	40,409	40,409		
Transfer from Reserves	7	185,000	0	0		
Advances to Community Groups		0	0	0		
Repayment of Debentures	10	(96,584)	(119,453)	(119,453)		
Transfer to Reserves	7	(191,260)	(135,094)	(135,094)		
Net Cash from Financing Activities		586,284	(214,137)	(214,137)		
Net Operations, Capital and Financing		(2,214,660)	(869,767)	(2,180,185)		
Opening Funding Surplus(Deficit)	3	2,160,794	2,160,794	0	0.00%	
Closing Funding Surplus(Deficit)	3	(53,866)	1,291,027	(2,180,185)		

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 CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 May 2016

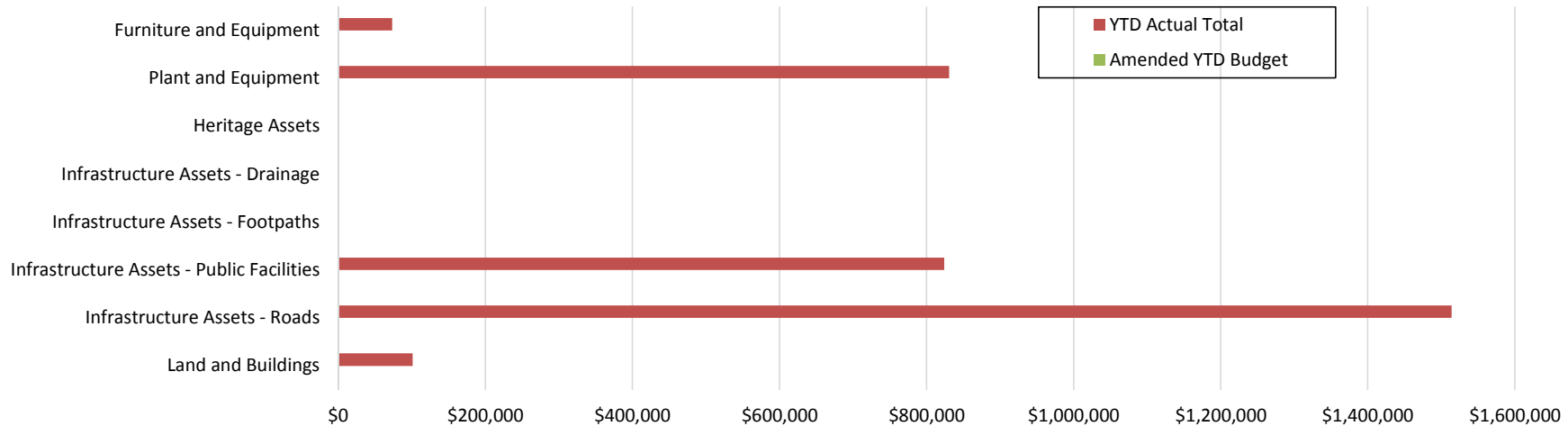
		YTD 31 05 2016					
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	101,042		101,042		2,116,000	101,042
Infrastructure Assets - Roads	13	130,912	1,383,002	1,513,914		3,991,057	1,513,914
Infrastructure Assets - Public Facilities	13	730,425	93,526	823,951		700,000	823,951
Infrastructure Assets - Footpaths	13			0		10,000	0
Infrastructure Assets - Drainage	13			0		0	0
Heritage Assets	13			0		0	0
Plant and Equipment	13	36,110	794,549	830,659		964,000	830,659
Furniture and Equipment	13	45,875	27,237	73,112		120,000	73,112
Capital Expenditure Totals		1,044,364	2,298,314	3,342,678	0	7,901,057	3,342,678

Funded By:

Capital Grants and Contributions	4,423,715	1,910,615	4,423,715	2,513,100
Borrowings	677,000	0	677,000	677,000
Other (Disposals & C/Fwd)	318,882	318,882	272,000	(0)
Own Source Funding - Cash Backed Reserves				
Infrastructure Reserve	0	0	0	
Pensioner Unit Maintenance Reserve	0	0	0	
Plant Replacement Reserve	0	0	0	
Total Own Source Funding - Cash Backed Reserves	0	0	185,000	0
Own Source Funding - Operations	(2,076,918)	(2,229,497)	2,343,342	152,579
Capital Funding Total	3,342,678	0	7,901,057	3,342,678

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF NAREMBEEN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 May 2016

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	41,600		41,600	
General Purpose Funding - Rates	1,466,550		1,466,550	
General Purpose Funding - Other	2,082,382		2,082,382	
Law, Order and Public Safety	75,656		75,656	
Health	0		0	
Education and Welfare	0		0	
Housing	78,842		78,842	
Community Amenities	1,442,737		1,442,737	
Recreation and Culture	192,928		192,928	
Transport	3,414,015		3,414,015	
Economic Services	201,300		201,300	
Other Property and Services	101,154		101,154	
Total Operating Revenue	9,097,164	0	9,097,164	0
Operating Expense				
Governance	(450,736)		(450,736)	
General Purpose Funding	(98,791)	(32,772)	(131,563)	
Law, Order and Public Safety	(120,015)		(120,015)	
Health	(185,627)	(3,958)	(189,585)	
Education and Welfare	0		0	
Housing	(146,765)		(146,765)	
Community Amenities	(644,305)		(644,305)	
Recreation and Culture	(993,179)	(15,000)	(1,008,179)	
Transport	(2,157,847)		(2,157,847)	
Economic Services	(354,836)		(354,836)	
Other Property and Services	(167,402)		(167,402)	
Total Operating Expenditure	(5,319,503)	(51,730)	(5,371,233)	0
Funding Balance Adjustments				
Add back Depreciation	1,919,268		1,919,268	
Adjust (Profit)/Loss on Asset Disposal	168,135		168,135	
Adjust Provisions and Accruals			0	0
Net Cash from Operations	5,865,064	(51,730)	5,813,334	0
Capital Revenues				
Grants, Subsidies and Contributions			0	
Proceeds from Disposal of Assets	351,000		351,000	
Proceeds from Sale of Investments	0		0	
Total Capital Revenues	351,000	0	351,000	0
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings	(2,126,000)	(8,000)	(2,134,000)	
Infrastructure - Roads	(3,991,057)		(3,991,057)	
Infrastructure - Public Facilities	(700,000)		(700,000)	
Infrastructure - Footpaths	(10,000)		(10,000)	
Infrastructure - Drainage	0		0	
Heritage Assets			0	
Plant and Equipment	(964,000)		(964,000)	
Furniture and Equipment	(110,000)		(110,000)	
Total Capital Expenditure	(7,901,057)	(8,000)	(7,909,057)	0
Net Cash from Capital Activities	(7,550,057)	(8,000)	(7,558,057)	0

Financing				
Proceeds from New Debentures	677,000		677,000	
Proceeds from Advances	0		0	
Self-Supporting Loan Principal	12,128		12,128	
Transfer from Reserves	185,000		185,000	
Purchase of Investments	0		0	
Advances to Community Groups	0		0	
Repayment of Debentures	(96,584)		(96,584)	
Transfer to Reserves	(270,260)		(270,260)	
Net Cash from Financing Activities	507,284	0	507,284	0
Net Operations, Capital and Financing	(1,177,709)	(59,730)	(1,237,439)	0
Opening Funding Surplus(Deficit)	1,177,709		1,177,709	1,177,709
Closing Funding Surplus(Deficit)	0	(59,730)	(59,730)	1,177,709

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

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 May 2016

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 May 2016

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 May 2016

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 May 2016

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 May 2016

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 May 2016

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 30 April 2016

Note 2: EXPLANATION OF MATERIAL VARIANCES

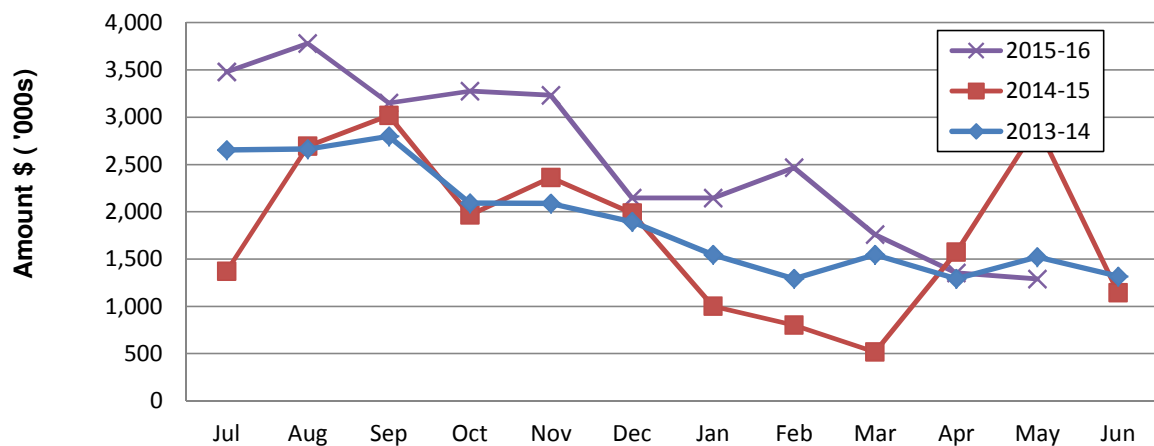
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(5,952)	(12.24%)	▼		
General Purpose Funding - Rates	5,831	0.40%			
General Purpose Funding - Other	(90,730)	(10.45%)	▼	Timing	Budget Profile - Timing allocation
Law, Order and Public Safety	3,076	4.88%			
Health	2,678				
Education and Welfare	0				
Housing	(5,721)	(8.67%)	▼		
Community Amenities	(945,795)	(83.69%)	▼	Permanent	NSRF Funding not received
Recreation and Culture	(6,213)	(3.64%)			
Transport	(2,471,185)	(86.86%)	▼	Timing	R2R funds rceipted as capital income
Economic Services	21,315	11.35%	▲	Timing	Skeleton Weed invoiced earlier than anticipated
Other Property and Services	(1,147)	(1.36%)			
Operating Expenditure					
Governance	(49,824)	(11.67%)	▼	Timing	Admin allocations not performed
General Purpose Funding	(21,691)	(26.36%)	▼	Permanent	Rates Write Offs
Law, Order and Public Safety	28,116	28.12%	▲		Fire Brigade expenses not completed.
Health	17,515	9.78%	▲		
Education and Welfare	0				
Housing	11,486	5.12%	▲	Timing	
Community Amenities	116,196	22.88%	▲	Timing	Transfer station maintenance costs not required
Recreation and Culture	(52,487)	(6.10%)	▼	Permanent	Rec Centre Maintenance undertaken
Transport	(291,296)	(16.29%)	▼	Timing	Storm Damage repairs
Economic Services	27,790	9.35%	▲		
Other Property and Services	(171,285)	(120.96%)	▼	Timing	POC not allocated

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
Note	YTD 31 May 2016	Previous Period	Same Period Last year
	\$	\$	\$
Current Assets			
Cash Unrestricted	4 1,490,525	1,538,068	1,513,676
Cash Restricted	4 1,825,461	1,824,641	1,687,163
Receivables - Rates	6 95,423	116,847	119,742
Receivables -Other	6 20,478	63,381	822,782
Inventories	7,017	7,017	18,574
	3,438,904	3,549,954	4,161,937
Less: Current Liabilities			
Payables	(40,589)	(80,056)	(124,518)
Provisions	(287,250)	(287,250)	(247,950)
	(327,838)	(367,305)	(372,468)
Less: Cash Reserves	7 (1,825,461)	(1,873,668)	(1,687,163)
Net Adjustment for Borrowings.	5,422	0	422
Net Current Funding Position	1,291,026	1,308,981	2,102,728

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	CRC \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Account	0.01%	165,801				165,801	BankWest	At Call
Operating Account	0.01%				23,747	23,747	Bankwest	At Call
Trust Bank Account	0.01%			17,013		17,013	BankWest	At Call
Reserve Account	1.25%		1,825,461			1,825,461	BankWest	At Call
Cash Management Account	1.25%	491,149				491,149	BankWest	At Call
Loan Funds	1.25%					0	BankWest	At Call
						0		
						0		
(b) Term Deposits								
Gold Term Desposit	2.50%				65,000	65,000	BankWest	23-Jun-16
Term Deposits	2.00%	72,000	720,000			792,000	BankWest	24-Jun-16
Total		728,950	2,545,461	17,013	88,747	3,380,171		

Comments/Notes - Investments

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus	\$	\$	\$	\$
	Permanent Changes						
	Opening surplus adjustment	6141/16		983,085			983,085
1627	Repairs to Retaining Wall Admin Garden	6033/15	Capital Expenses			(8,000)	975,085
1111102	Interpretation Plan for Lesser Hall	6063/15	Operating Expenses			(15,000)	960,085
7511020	Additional Computer for Medical Centre	6070/15	Operating Expenses			(3,958)	956,127
3221100	FAG Grant	6141/16	Operating Revenue			(580,775)	375,352
1212500	FAG Grant	6141/16	Operating Revenue			(424,156)	(48,804)
4226000	Admin Income	6141/16	Operating Revenue		14,000		(34,804)
1312300	Skeleton Weed Grant	6141/16	Operating Revenue			(14,000)	(48,804)
1322100	Caravan Park Income	6141/16	Operating Revenue		10,000		(38,804)
1132100	Rec and Sport other Income	6141/16	Capital Revenue		10,000		(28,804)
4211021	Building Maintenance Salaries - Admin	6141/16	Operating Expenses			(7,485)	(36,289)
9111034	Building Maintenance Salaries - Staff Housing	6141/16	Operating Expenses			(18,259)	(54,548)
9226000	Building Maintenance Salaries - Other Housing	6141/16	Operating Expenses			(18,203)	(72,751)
1131203	Building Maintenance Salaries - Recreation	6141/16	Operating Expenses			(9,745)	(82,496)
1482117	Building Maintenance Salaries - Commercial Buildings	6141/16	Operating Expenses			(11,660)	(94,156)
4211300	Admin Office Computer Equipment	6141/16	Operating Expenses			(5,000)	(99,156)
4211400	Admi Telephone	6141/16	Operating Expenses			(10,000)	(109,156)
4212200	Asset Valuations	6141/16	Operating Expenses			(5,000)	(114,156)
7511020	Doctors Surgery	6141/16	Operating Expenses			(29,387)	(143,543)
1021104	Depreciation - Sanitation	6141/16	Operating Expenses			(9,133)	(152,676)
1051111	CRC Wages	6141/16	Operating Expenses		40,000		(112,676)
1131102	Rec Centre Maintenance	6141/16	Operating Expenses			(26,432)	(139,108)
4211100	Admin Printing & Stationery	6141/16	Operating Expenses			(5,000)	(144,108)
5312000	Review of Local Laws	6141/16	Operating Expenses		5,000		(139,108)
1221102	Depot Maintenance	6141/16	Operating Expenses		20,000		(119,108)
1431400	Office Costs - Depot	6141/16	Operating Expenses			(6,800)	(125,908)
1605	15 Northmore - Fence	6141/16	Capital Expenses			(5,000)	(130,908)
1615	NB1 Replace	6141/16	Capital Expenses		5,000		(125,908)
1613	1NB Replace	6141/16	Capital Expenses		60,000		(65,908)
1618	Grader	6141/16	Capital Expenses		25,000		(40,908)
1530	Sign Trailer	6141/16	Capital Expenses		3,000		(37,908)
1532	Bowling Greens	6141/16	Capital Expenses			(100,000)	(137,908)
1601	Community Bus Shed Upgrade	6141/16	Capital Expenses		30,000		(107,908)
1619	Roller	6141/16	Capital Expenses		20,000		(87,908)
1519	Netball Courts	6141/16	Capital Expenses			(17,600)	(105,508)
1625	Wogarl Muntadgin Road Resheet	6141/16	Capital Expenses		48,550		(56,958)
1426	Wilson Road Resheet	6141/16	Capital Expenses		40,000		(16,958)
1011131	Bendering Landfill Management	6124/16	Operating Expenses			(15,000)	(31,958)
3112000	Rates Write off - Goldmine	6160/16	Operating Expenses			(18,998)	(50,958)
3112000	Rates Write off - Non -Current Rates	6176/16	Operating Expenses			(13,775)	(64,730)
				983,085	330,550	(1,330,593)	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

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 May 2016

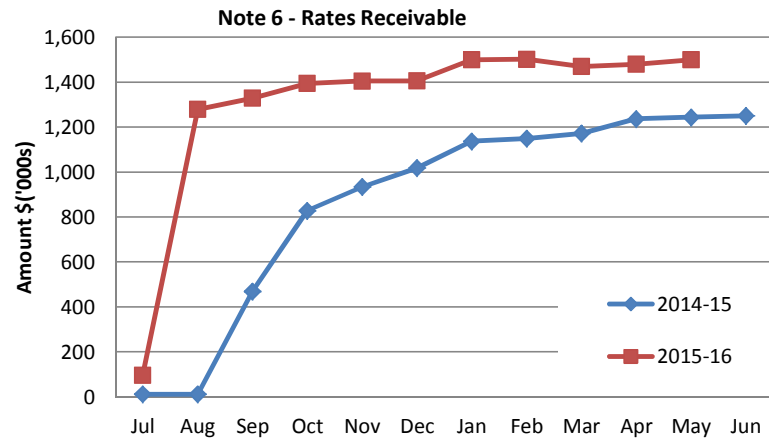
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
 % Collected

YTD 31 May 2016	30 June 2014
\$	\$
106,645	106,645
(1,471,794)	
1,269,726	
(95,423)	106,645
(95,423)	106,645
93.01%	0.00%



Comments/Notes - Receivables Rates

Receivables - General

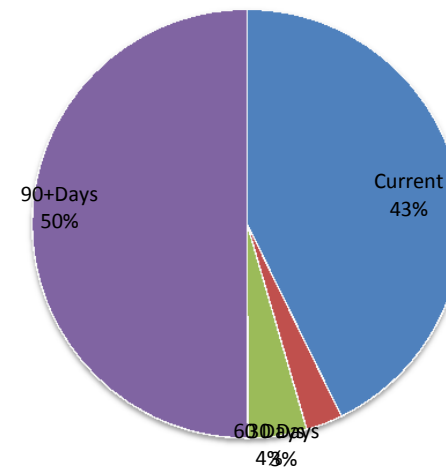
Receivables - General

Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	21,845	1,404	2,259	25,585
Total Receivables General Outstanding				51,093

Note 6 - Accounts Receivable (non-rates)



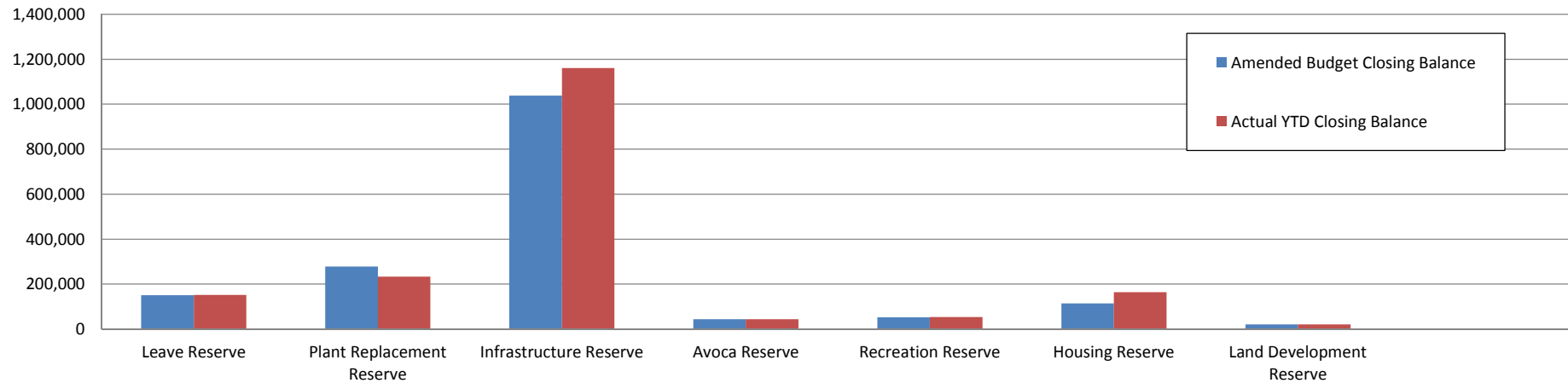
Comments/Notes - Receivables General

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

Note 7: Cash Backed Reserve

2015-16										
Name	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
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	150,434	0	904		0		0		150,434	151,339
Plant Replacement Reserve	232,117	0	1,395	46,216	0		0		278,333	233,512
Infrastructure Reserve	1,153,436	0	6,933	70,044		(185,000)	0		1,038,480	1,160,369
Avoca Reserve	43,103	0	259		0		0		43,103	43,362
Recreation Reserve	52,499	0	316		0		0		52,499	52,815
Housing Reserve	38,777	0	676	75,000	124,308		0		113,777	163,761
Land Development Reserve	20,000	0	303		0		0		20,000	20,303
	1,690,368	0	10,785	191,260	124,308	(185,000)	0		1,696,628	1,825,461

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 May 2016

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
					YTD 31 05 2016			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$		\$	\$	\$	
175,000	(6,472)	125,000	0 (43,528)	Land & Buildings Lot 12 Dale Crescent	(45,581)	-43,528	2,053	
			0	Furniture & Equipment Dual Processor Computer	(10,000)		10,000	
			0	Plant and Equipment 1NB CEO Vehicle		0	0	
29,905	(3,841)	15,000	(11,064)	NB01 EMCS Vehicle	(8,977)	-11,064	(2,087)	
20,000	(5,178)	17,500	2,678	111NB Doctor's Vehicle	(3,995)	2,678	6,673	
48,514	(5,592)	31,100	(11,822)	NB1 WM Vehicle	(4,318)	-11,822	(7,504)	
3,000	0	3,500	500	Ford Courier NB7298	(2,100)	500	2,600	
8,000	(1,243)	3,500	(3,257)	Ford Courier NB6761	1,880	-3,257	(5,137)	
22,500	(6,531)	7,500	(8,469)	NB613 2008 Ford Ranger	(1,600)	-8,469	(6,869)	
45,000	(3,332)	17,600	(24,068)	Roller	(17,500)	-24,068	(6,568)	
56,824	(10,485)	41,818	(4,521)	Skeleton Weed Ute	0	-4,521	(4,521)	
110,000	(6,473)	56,364	(47,164)	Grader	(64,321)	-47,164	17,157	
343,743	(42,674)	318,882	(150,716)		(156,512)	(150,715)	5,797	

Comments - Capital Disposal/Replacements

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

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											
GRV	0.1105	220	1,768,828	188,607	0	0	188,607	195,217	0	0	195,217
UV	0.0138	356	93,456,000	1,287,824	0	0	1,287,824	1,281,188	0	0	1,281,188
UV Mining	0.0138	2	99,151	1,366	0	0	1,366	1,366	0	0	1,366
Sub-Totals		578	95,323,979	1,477,797	0	0	1,477,797	1,477,771	0	0	1,477,771
Minimum Payment	Minimum \$										
GRV	425.00	37	9,905	8,075	(924)	0	7,151	8,075	0	0	8,075
UV	425.00	19	498,100	14,875	(7,414)	0	7,461	15,725	0	0	15,725
UV Mining	425.00	17	45,284	6,375		0	6,375	7,225	0	0	7,225
Sub-Totals		73	553,289	29,325	(8,338)	0	20,987	31,025	0	0	31,025
Discount							1,498,784				1,508,796
Amount from General Rates							(47,416)				(42,246)
Ex-Gratia Rates							1,451,368				1,466,550
Specified Area Rates							12,595				12,830
Totals							1,463,963				1,479,380

Comments - Rating Information

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 119 - CEO House & Subdivision	21,761		14,289	14,286	7,472	7,475	900	1,191
Loan 127 Homes for the Aged (SSL)	14,178		31,924	9,065	-17,746	5,113	5,455	5,842
Loan 118 Community Centre	46,385		30,457	30,450	15,928	15,935	1,586	2,543
Loan 123 Tennis Club (SSL)	4,672		3,063	3,063	1,609	1,609	1,245	277
Loan 125 Swimming Pool	267,000		15,110	15,110	251,890	251,890	14,583	17,808
Loan 128 Recreation Centre	776,635		24,610	24,610	752,025	752,025	30,375	41,010
Community Centre		677,000						
	1,130,631	677,000	119,453	96,584	1,011,178	1,034,047	54,144	68,671

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 May 2016

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2015-16 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	1,167,247	0	1,167,247	0	1,020,629	146,618
Grants Commission - Roads	WALGGC	Y	775,542	0	775,542	0	687,969	87,573
Ex Gratia Rates	CBH		12,595				12,595	
Instalment Fees			2,000				2,000	
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	26,000	0	26,000	0	22,000	4,000
ESL Contribution	DFES	Y	4,000		4,000		4,000	0
COMMUNITY AMENITIES								
Community Service Centre	DRD		243,100					
	Fencepost		30,000					
	CRC		65,000					
	NSRF		710,000					
CRC Service Contract Funding	DRD		82,044					
CRC Operational Funding			15,000					
RECREATION AND CULTURE								
Bowling Green Development	Dept. Sport & Recreation	Y	100,000			100,000	100,000	0
Swimming Pool	Dept. Sport & Recreation CPRP	Y	30,000			30,000	32,000	(2,000)
TRANSPORT								
Direct Grant	Main Roads	Y	168,400	0	168,400	0	168,400	0
Regional Road Group	Main Roads	Y	397,000	0	0	397,000	316,000	81,000
R2R	Dept. Infrastructure	Y	1,048,615			1,048,615	986,358	62,257
Grain Freight Network	Main Roads		1,800,000	0	0	1,800,000	720,000	1,080,000
ECONOMIC SERVICES								
Skeleton Weed Funding	DAFFWA	Y	154,000	0	154,000	0	154,000	0
TOTALS			6,830,543	0	2,295,189	3,375,615	4,225,951	1,459,448
Operating	Operating		2,406,828				2,071,593	
Non-Operating	Non-operating		4,423,715				2,154,358	
			<u>6,830,543</u>				<u>4,225,951</u>	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

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 15	Amount Received	Amount Paid	Closing Balance 31/05/2016
	\$	\$	\$	\$
Wadderin Reserve	2,446		-2,446	0
Sundry Deposits	600	2,110	(1,310)	1,400
Gym Card Bonds	4,700	50	(1,200)	3,550
Nominations	400	720	(1,120)	0
BCITF Levy	12,130	502	(12,130)	502
Building Services Levy	5,132	458	(5,132)	457
Joint Venture Bonds	8,297	1,140	(7,365)	2,072
Wheatbelt Railway Retention Alliance	8,981			8,981
	42,685	4,979	(30,703)	16,962

Level of Completion Indicators



SHIRE OF NAREMBEEN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 May 2016

Note 13: CAPITAL ACQUISITIONS

YTD 31/05/2016						
Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
	Buildings					
	Community Amenities					
	Community Bus Shed Upgrade	1601	0		\$0	0
	Community Service Centre Extension	1610	(2,000,000)		\$900	1,999,100
	Arcadian Concepts - Erect Fence	1609	(6,000)		\$5,329	671
	Community Amenities Total		(2,006,000)	0	6,229	1,999,771
	Governance					
●	Council Kitchen Upgrade	1602	(25,000)		\$41,369	(16,369)
●	Council Front Wall	1627	(8,000)	8,000	\$10,310	(2,310)
	Chambers Carpet Replacement	1603	(10,000)	0	\$0	10,000
○	Governance Total		(43,000)	8,000	51,679	(8,679)
	Housing					
●	26 Thomas Street - Replace Asbestos Fence	1604	(10,000)		\$12,494	(2,494)
●	15 Northomre Street - Replace Asbestos Fence	1605	(11,000)		\$13,308	(2,308)
●	3/33 Currall street - Retaining Wall	1606	(7,000)		\$8,518	(1,518)
○	2/24 Doreen Street - Construct Patio	1607	(13,000)		\$0	13,000
●	26 Hilton Way - Enclose Patio Area	1608	(9,000)		\$8,815	185
○	Housing Total		(50,000)	0	43,135	6,865
	Recreation And Culture					
	Recreation Centre Completion	1309			\$0	
○	Recreation And Culture Total				0	
	Transport					
○						
○	Transport Total					
○	Buildings Total		(2,099,000)	8,000	101,042	1,997,958
	Drainage/Culverts					
○	Drainage/Culverts Total		0	0	0	0
	Footpaths					
	Transport					
○	Thomas Street Footpath	1430	(10,000)		\$0	10,000
○	Transport Total		(10,000)	0	0	10,000
○	Footpaths Total		(10,000)	0	0	10,000
	Furniture & Office Equip.					
	Governance					
○	Council Storage Area C/F	1502	(10,000)		\$0	10,000
●	Upgrade Servers	1611	(30,000)		\$27,237	2,763
○	Governance Total		(40,000)	0	27,237	12,763
	Recreation And Culture					
○	Recreation Centre Fitout	1518	(50,000)		\$45,875	4,125
	Pool Furniture & Gas Regulator	1612	(30,000)		\$33,164	(3,164)

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	YTD 31/05/2016					
			Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)
☐	Recreation And Culture Total		(80,000)	0	79,039	961	0
☐	Furniture & Office Equip. Total		(120,000)	0	106,277	13,723	0
	Plant , Equip. & Vehicles						
	Governance						
☐	1NB CEO Vehicle	1613	0	0	\$0	0	0
☒	NB01 EMCS Vehicle	1614	(35,000)	35,000	\$32,727	2,273	0
☐	Governance Total		(35,000)	35,000	32,727	2,273	0
	Health						
☒	Doctor's Vehicle	1616	(35,000)	0	\$41,738	41,738	0
☐	Health Total		(35,000)	0	41,738	41,738	0
	Transport						
☒	NB1 WM Vehicle	1615	(51,000)	0	\$50,898	102	0
☐	Building Manager Vehicle		(35,000)		\$0	35,000	
☒	Forklift/Telehandler (Also includes Hoist for OSH)	1617	(80,000)	0	\$36,110	43,890	
☒	Grader NB195	1618	(360,000)	0	\$360,000	0	0
☒	Multi-tyred Roller	1619	(160,000)	0	\$164,000	(4,000)	0
☐	Sign Trailer	1530	0	0	\$0	0	0
☒	Skeleton Week Vehicle	1415			\$56,114	(56,114)	
☒	Trade in 3 Utes	1620	(95,000)		\$89,072	5,928	0
☐	Transport Total		(781,000)	0	756,194	24,806	0
☐	Plant , Equip. & Vehicles Total		(891,000)	35,000	830,659	68,816	0
	Other Infrastructure						
	Recreation And Culture						
☒	Bowling Green Development	1532	(750,000)		\$730,425	19,575	
☒	Hawk Sculpture	1628	(20,000)		\$20,000	0	
☒	ANZAC Memorial	1521	(19,999)		\$2,270	17,729	
☒	Completion of Netball Courts	1519	(67,600)		\$71,257	(3,657)	
☐	Recreation And Culture Total		(857,599)	0	823,951	33,648	0
☐	Other Infrastructure Total		(857,599)	0	823,951	33,648	0
	Roads						
	Transport						
☐	Townsite Grain Freight Network	1523	(1,800,000)		\$130,912	1,669,088	
☐	Cramphorne Road - Land	1421	(50,000)		\$503	49,497	
☐	Kondinin Road - Land	1524	(25,000)		\$0	25,000	
☒	Corrigin Road (2nd Seal)	1533	(71,401)		\$67,738	3,663	
☐	Corrigin Road R2R	1621	(1,048,615)		\$640,660	407,955	
☐	Bruce Rock Road - RRG	1622	(497,577)		\$411,844	85,733	
☒	Bruce Rock Road - (2nd Seal)	1522	(108,674)		\$54,774	53,900	
☒	Narembeen South Road (2nd Seal)	1623	(76,541)		\$46,398	30,143	
☐	Soldiers Road Reseal	1624	(19,284)		\$10,676	8,608	
☐	Wogarl/ Muntadgin Road Resheeting	1625	0		\$0	0	
☒	Cramphorne Merredin Road Intersection 2nd Seal	1427	(33,578)		\$14,015	19,564	
☐	Mt Walker Road 2nd Seal	1345	(144,087)		\$136,395	7,692	
☐	Ada/Churchill Street Intersection	1422	(12,900)		\$0	12,900	
☐	Wilson Road Resheet C/F	1426	0		\$0	0	
☐	Smith Road	1626	(14,850)		\$0	14,850	
☐	Transport Total		(3,902,507)	0	1,513,914	2,388,593	0
☐	Roads (Non Town) Total		(3,902,507)	0	1,513,914	2,388,593	0
☐	Capital Expenditure Total		(7,840,106)	43,000	3,375,843	4,512,738	0

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Balance Sheet

As of May 2016

2/06/2016
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Assets		
Trading Cheque Account		\$66,006.70
Petty Cash		\$50.00
Cash Sale Float		\$50.00
Undeposited Funds		\$120.00
Term Deposit 917		\$65,000.00
LSL - Business Plus Account		\$18,150.00
Suspense Account		-\$89.90
Withholding Credits		
Trade Debtors	\$2,601.06	
Total Withholding Credits		\$2,601.06
Total Assets		\$151,887.86
Liabilities		
Trade Creditors		\$3,893.42
Payments not Allocated		\$956.40
Provision for LSL		\$12,618.97
Provision for AL		\$6,956.13
Gym Bonds (Trust)		\$1,950.00
Gym Memberships		\$9,545.42
GST Liabilities		
GST Collected	\$7,888.11	
GST Paid	-\$8,325.50	
Total GST Liabilities		-\$437.39
Total Liabilities		\$35,482.95
Net Assets		\$116,404.91
Equity		
Retained Earnings		\$60,610.68
Prior Year Adjustment		\$40.63
Current Earnings		\$55,753.60
Total Equity		\$116,404.91

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Profit & Loss Statement

July 2015 through May 2016

2/06/2016
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Income		
Grants and Funding		
Service Contract Funding		
DRD Govt & Community Info	\$46,395.00	
DRD Economic & Business Dev	\$46,395.06	
DRD Hot Office Service	\$3,092.94	
DRD Social Development	\$18,558.00	
ATO	\$1,572.72	
Dept Human Services	\$4,587.82	
Total Service Contract Funding	\$120,601.54	
Project/Event Funding		
Other Grants	\$1,660.52	
Ladies Long Lunch	\$6,418.18	
Pathway to WR Audio Tour	\$7,900.00	
Community Governance	\$6,320.00	
Triathlon	\$150.00	
Website Transition	\$2,000.00	
Total Project/Event Funding	\$24,448.70	
Merchandise Sales		
Souvenirs	\$56.00	
Directory Sales	\$1,469.42	
Customer Merchandise	\$7,186.71	
Total Merchandise Sales	\$8,712.13	
Total Grants and Funding	\$153,762.37	
Operational Income		
Memberships Income		
Membership	\$3,942.25	
Total Memberships Income	\$3,942.25	
Project Income		
Ladies Long Lunch	\$5,354.75	
Trash Test Dummies	\$1,277.28	
Apex Park Business Promotion	\$1,000.00	
Community Markets	\$190.00	
Triathlon	\$405.00	
Everything Must Go Ticket Sale	\$1,139.56	
Total Project Income	\$9,366.59	
Community Gym Income		
Gym Membership	-\$140.00	
Service Income		
Credit Card Charges	\$37.87	
Community Directory Advertsng	\$136.36	
Printing/Photocopying	\$8,342.61	
Photo Editing	\$134.55	
Fax Service	\$333.21	
Internet/Computer	\$648.20	
Room Hire/Hot Office	\$1,913.00	
Binding	\$161.71	
Staff Assistance	\$1,123.52	
Desktop Publishing	\$3,406.70	
Laminating	\$698.43	
Equipment Hire	\$445.24	
Media Conversion	\$106.36	
Photo Lab	\$760.70	
Large Format Printing	\$2,217.77	
Photography	\$20.00	
Video Conferencing	\$180.00	
Magnetic Signage	\$60.00	
Donations	\$90.22	
Sale of Equipment	\$818.18	
Interest Income	\$2,713.88	

Narembeen Community Resource Centre

Profit & Loss Statement

July 2015 through May 2016

2/06/2016
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Total Service Income	\$24,348.51	
Workshop Income		
Adult Workshops	\$9,636.35	
Seniors Movie Days	\$184.82	
Children's Workshops	\$186.41	
Total Workshop Income	\$10,007.58	
Total Operational Income		\$47,524.93
Inactive Accounts		
Seniors Week	\$1,000.00	
Slide Shows	\$100.00	
Customer Postage	\$157.80	
Westlink	\$385.96	
Total Income		\$202,931.06
Cost of Sales		
Gross Profit		\$202,931.06
Expenses		
Grant and Funding Expenses		
Operational Expenses		
ICT Support & Development	\$5,515.45	
Marketing & Promotion	\$91.45	
New Account	\$3,460.00	
Staff Training	\$1,722.73	
Traineeship	\$1,512.56	
Total Operational Expenses	\$12,302.19	
Capital Funding Purchases		
Equipment Purchase	\$879.86	
Project/Event Expenses		
Other Grant Costs	\$1,360.42	
Ladies Long Lunch	\$7,965.93	
Xmas St Party	\$1,365.88	
Country Arts WA Shows	\$2,792.52	
Kids in Cars	-\$450.00	
Pathway to WR Audio Tour	\$6,900.00	
Triathlon	\$1,050.00	
Total Project/Event Expenses	\$20,984.75	
Merchandise Purchases		
Customer Merch Purchases	\$4,875.40	
Canvas Frames	\$1,028.23	
Total Merchandise Purchases	\$5,903.63	
Total Grant and Funding Expenses		\$40,070.43
Operational Expenses		
Service Income Expenses		
Photocopying & Printing Costs	\$5,440.61	
Laminating Costs	\$99.92	
Total Service Income Expenses	\$5,540.53	
Workshop Expenses		
Adult Workshops	\$11,686.09	
Children's Workshops	\$355.40	
Seniors Movie Day	\$84.90	
Total Workshop Expenses	\$12,126.39	
Administrative Expenses		
Bank Charges	\$1,219.49	
Electricity	\$3,174.40	
Postage	\$819.94	
Stationery	\$1,603.22	
Internet Costs	\$1,508.35	
Telephone/Fax	\$1,955.01	
Amenities	\$258.71	
Newspapers	\$29.91	
Licences	\$152.33	
Donations	\$60.00	

Profit & Loss Statement

July 2015 through May 2016

2/06/2016
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Memberships	\$250.00	
Miscellaneous	\$210.60	
Total Administrative Expenses	<u>\$11,241.96</u>	
Staff Expenses		
Wages & Salaries	\$71,458.12	
Superannuation	\$6,580.39	
Staff Travel & Accommodation	\$85.09	
Working With Children Checks	\$74.55	
Total Staff Expenses	<u>\$78,198.15</u>	
Regional Price Index Costs		\$107,107.03
Total Operational Expenses		<u>\$147,177.46</u>
Total Expenses		<u>\$147,177.46</u>
Net Profit/(Loss)		<u>\$55,753.60</u>

Shire of Narembeen
Bank Reconciliation - June 2016

		<u>Municipal</u>	<u>Resticted Cash</u>	<u>Borrowings</u>	<u>Reserves</u>	<u>Trust</u>
BW account #		5347926	0059637	0253235	5347900	5347934
GL Account #		11590100	1590200	1590600	1595500	1591000
Balance as per GL Cash at Bank GEN		\$ 319,828.52	\$ 1,081,149.00	\$ -	\$ 1,825,461.35	\$ 17,252.61
Plus						
Unpresented Cheques		399.03				\$ -
Outstanding as per Synergy report		399.03	0.00	0.00	0.00	0.00
PLUS						
Deposits	31/05/2016	\$ (10,224.10)				
JPA posted to June in error	31/05/2016	\$ (388.50)				
Mcard query	23/05/2016	\$ (124.30)				
			Includes TD of \$792K	Currently in TD		
TOTAL		(10,736.90)	0.00	0.00	0.00	0.00
Total		\$ 309,490.65	\$ 1,081,149.00	\$ -	\$ 1,825,461.35	\$ 17,252.61
Balance as per BW Statement		\$ 309,490.65	\$ 1,081,149.00	\$ -	\$ 1,825,461.35	\$ 17,252.61
Difference		\$ -	\$ -	\$ -	\$ -	\$ -

OUTSTANDING CHEQUES

<u>Muni</u>		
10658	\$	6.00
10659	\$	6.00
10812	\$	387.03

\$ 399.03

Trust
304

\$ -

Prepared By: Rachael Moore

Signed: 

Date: 1-6-16

Checked By: Bonnie Cole

Signed: 

Date: 1/6/16

General Ledger Detail Trial Balance

(fmGLTrialBalance)

Options : Year 15/16, To Month 11, By Responsible Officer (BANK Bank Reconciliation)

RespOf	Account	Description	Opening Bal	Movement	Balance
Division	GEN				
BANK	115901000	Municipal Account - 5347926	1,348,952.51	-1,029,123.99	319,828.52 ✓
BANK	115902000	Restricted Cash Management Account - 0059637	371,735.00	709,414.00	1,081,149.00
BANK	115906000	Borrowing Account - 0253235	800,000.00	-800,000.00	0.00
BANK	115910000	Trust Account - 5347934	42,685.38	-25,422.77	17,262.61 ✓
BANK	115955000	Reserve Bank Account - 5347900	1,690,367.53	135,093.82	1,825,461.35 ✓
Total	BANK		<u>4,253,740.42</u>	<u>-1,010,038.94</u>	<u>3,243,701.48</u>
Total for division GEN			<u>4,253,740.42</u>	<u>-1,010,038.94</u>	<u>3,243,701.48</u>
Grand Total			<u>4,253,740.42</u>	<u>-1,010,038.94</u>	<u>3,243,701.48</u>

Shire of Narembreen

Outstanding Rates as at 31 May 2016

Property Ass	Address	Outstanding Amount	Notes
A1008	46 Ada Street	\$ 2,952.64	Paying \$50 per fortnight. Contacted Staff April to advise she is trying to consolidate her debts to get all paid in full.
A1044	17 Thomas Street	\$ 521.94	Deferred Rates.
A1052	33 Thomas Street	\$ 12,088.56	3 years unpaid. No sale at Auction. No further action
A1058	17 Doreen Street	\$ 4,082.96	Sent to AMPAC. Paid \$1000 in Feb 16. SFO rang ratepayer. Will pay \$500 next week, and endeavour to keep making regular payments
A1063	19 Thomas Street	\$ 468.42	Sent to AMPAC. Paid \$100 in Feb 16. SFO to send follow up letter. Final Letter sent. Has advised they will commenced \$50 per week payments
A1066	29 Churchill Street	\$ 23.42	Balance interest accrued before settlement. Carry to 16/17 rates.
A1069	28 Thomas Street	\$ 616.21	Sent to AMPAC. Paid \$100 in Feb 16. Letter sent payment before 10/06/16
A1078	5 Doreen Street	\$ 2,175.56	In Estate
A1076	Lot 2 Latham Road	\$ 2,047.29	In Estate
A1088	39 Curral Street	\$ 35.63	Balance interest accrued before settlement. Carry to 16/17 rates.
A1094	Lot 200 Curral Street	\$ 10.99	Interest Only carry to 16/17 rates
A1099	45 Thomas Street	\$ 576.59	Balance owing is Legal fees. Letter sent 14 April 2016
A1111	2 Churchill Street	\$ 7,726.45	With AMPAC. Legal fees applied April 16. \$10,000 received, following up of further payments
A1151	4 Northmore Street	\$ 1,892.43	Paying \$100 per fortnight.
A1172	19 Curral Street	\$ 15.88	Interest Only carry to 16/17 rates
A1178	3 Thomas Street	\$ 21.30	Interest Only carry to 16/17 rates
A1195	33 Churchill Street	\$ 55.17	Discount not allowed. Carry to 16/17
A1197	23 Doreen Street	\$ 222.20	Paying \$75 per week
A1217	33 Doreen Street	\$ 285.87	Deferred Rates.
A1249	11 Wakeman Street	\$ 586.90	Last two instalments not paid. Letter sent 30 March SFO to chase up with owners.
A1254	9 Northmore Street	\$ 520.80	Only 1 instalment paid. Letter sent 30 March. Another letter sent 24 May
A1256	17 Northmore Street	\$ 886.82	paid 14/16 in August. Letter sent in march Final Letter sent May payment before 10 June 2016
A1257	21 Curral Street	\$ 14.59	Interest Only carry to 16/17 rates
A1261	11 Northmore Street	\$ 674.17	Letter sent 30 March. \$200 paid 5 April Final Letter Sent Payment before 10/06/16
A2825	11 Doreen Street	\$ 14.28	Interest Only carry to 16/17 rates
A2015	Coverley Road	\$ 7,187.66	sent to AMPAC. Agreement entered into, commenced repayments
A2036	4199 Cramphorn Road	\$ 33.14	Interest Only carry to 16/17 rates
A2048	Dixon Road	\$ 8,079.75	sent to AMPAC. Agreement entered into, yet to commence repayments
A2092	1287 Wadderin-Graball Road	\$ 9,004.50	Sent to AMPAC
A2186	Cullen Road	\$ 56.09	Interest Only carry to 16/17 rates
A2834	Wogar East Road	\$ 45.52	Interest Only carry to 16/17 rates
A3051	Merredin - Narembreen Road	\$ 58.47	Interest Only carry to 16/17 rates
A3056	Soldiers Road	\$ 265.78	Sent to AMPAC
A3083	Soldiers Road	\$ 10,273.63	Sent to AMPAC
A3098	Soldiers Road	\$ 9,504.88	Sent to AMPAC
A4007	3712 Emu Hill East Road	\$ 12.80	Interest Only carry to 16/17 rates
A4013	Hedges East Road	\$ 1,843.72	\$2000 paid April 16 Final Letter sent payment before 10/06/16
A4047	Narembreen Boundary Road	\$ 621.14	Sent to AMPAC, paid charges, legal fees outstandings
A4057	Kondinnin Narembreen Road	\$ 12.77	Interest Only carry to 16/17 rates
A4068	Billericay East Road	\$ 16.47	Interest Only carry to 16/17 rates
A4072	Billericay East Road	\$ 62.57	Interest Only carry to 16/17 rates
A4082	Humps Road	\$ 24.85	Interest Only carry to 16/17 rates
A4130	Narembreen South Road	\$ 8,764.57	Sent to AMPAC
A4132	Cheethams Road	\$ 657.51	Sent to AMPAC, paid charges, legal fees outstandings

A4152	94 Cavanagh Road	\$ 25.88	Interest Only carry to 16/17 rates
A5018	Yeomans Road	\$ 17.89	Discount not allowed. Carry to 16/17
A5031	Lot 25118 Soldiers Road	\$ 287.50	Deferred Rates.
A5114	Naremben	\$ 8,764.57	Sent to AMPAC
A5122	Naremben	\$ 254.83	Sent to AMPAC
A5124	Naremben	\$ 1,828.51	Sent to AMPAC
A5126	Yeomans Road	\$ 127.88	Sent to AMPAC
A5128	Soldiers Road	\$ 157.41	Sent to AMPAC
A5186	Lot 28381 Naremben	\$ 17.71	Discount not allowed. Carry to 16/17
A5187	2656 Calzoni Road	\$ 23.26	Interest Only carry to 16/17 rates
A5195	Naremben South Road	\$ 1,700.31	Sent to AMPAC
A5197	Lot 18341 Naremben	\$ 11,937.81	Sent to AMPAC
		\$ 120,186.45	

With AMPAC	\$ 92,024.78
Repayment Plan	\$ 5,067.27
Other	\$ 21,999.09
Deferred Rates	\$ 1,095.31
Instalments	\$ -
	\$ 120,186.45

9.0 Councillor's Reports – including other Councillor business

Cr R Cole

- Thanks to Gina for her efforts as Acting President in her absence. Specifically the Recreation Centre opening and the Consular General Visit.
- Attended Club Meeting
- Attended Go Narembreen Meeting - Discussions were had regarding excess money and what they could do with it. Playground, Apex shed, painting the mural, basketball hoop at Apex Park.
- Spoke on ABC today regarding WANDRA

Cr R DeLuis

- Spoke at Mrs Stacey funeral
- Playground meeting
- More should be attending the Club
- Meeting with the Club regarding the future of the club
- Take the costs associated with the Rec Centre opening to the Club meeting.

Cr W Cowan

- State of the roads
- Must get the graders going again.

Cr S Padfield

- N/A

Cr B Thomas

- Attended Mens Health Night

Cr A Hardham

- Attended meeting to discuss Playground
- Club needs to be pushed to go to the Club

Cr Parsons

- N/A

5.28pm - Cr. Hardham exited the meeting and did not return

10.0 Urgent business as permitted by Council

COUNCIL RESOLUTION

MIN 6222/16MOTION:- Moved: Cr. Parsons 2nd: Cr. Padfield

That Council receive late item in relation to the review of Council's Fees and Charges for 2016/2017 Financial Year.

CARRIED 6/0

AGENDA ITEM: 10.1.1- Fees and Charges Review

Subject:	Fees and Charges Review
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	N/A
Disclosure of Interest (Member):	N/A
Author:	Miss Bonnie Cole, Senior Finance Officer
Date:	13 June 2016
Attachments:	Draft Schedule of Fees and Charges, list of recommended changes, Draft CRC Fees and Charges

SUMMARY

Council to consider the Fees and Charges Schedule for the coming budget period, financial year.

BACKGROUND

When Council is imposing or adopting fees and charges, they are included in its annual budget process. Fees & Charges can be imposed at any time during the year or amended from time to time during a financial year provided it advertises the proposed changes accordingly. (Absolute Majority required)

Council would also be aware that the Narembeen Community Resource Centre was formally included as a Council function from 1 July 2014. Given this, the fees and Charges of the CRC are now also reviewed in line with statutory regulation.

A list of the Draft 2016/2017 Fees & Charges for the Shire of Narembeen is attached for Council's information and review.

COMMENT

Each year staff undertake a thorough review of Council's Schedule of Fees and Charges. Attached is a list of suggested changes to the schedule on items that are NOT statutory. Any statutory changes have been amended however; these are not at the discretion of Council.

Council also need to consider the following matters in the relation to the Schedule of Fees and Charges for the Shire of Narembeen;

- Rubbish collection charges. To date we have not received notification from Avon Waste regarding their charge increase for 2016/2017. This will pay a part in allocating a price for the rubbish collection.
- Commercial property rent. Council is encouraged to review the amounts currently set for leasing commercial properties and advise if they would like them increased. If so, by how much. These rates were last set in 2013/2014.

CONSULTATION

Chief Executive Officer

STATUTORY IMPLICATIONS

Local Government Act 1995 (as amended)

Subdivision 2 — Fees and charges

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
 - (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

** Absolute majority required.*

6.17. Setting level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - (a) the cost to the local government of providing the service or goods; and
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - (a) under section 5.96; or
 - (b) under section 6.16(2)(d); or

- (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
 - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

FINANCIAL IMPLICATIONS

- Shire of Narembeen 2016/2017 Budget
- Revenue from hire of Council property, Plant and Equipment and revenue from providing statutory services.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan

9.2 Manage the organisation in a responsible, accountable and consultative manner

RELATED PARTY TRANSACTIONS

There are no known related party transactions at this time.

OFFICER RECOMMENDATION

The Council adopts the fees and charges 2016/2017, including the Community Resource Centre Fees and Charges, as presented to be included in the 2016/2017 Annual Budget.

COUNCIL RESOLUTION

MIN 6223/16 MOTION - Moved: Cr. Parsons

2nd: Cr. Cowan

The Council adopts the fees and charges 2016/2017, including the Community Resource Centre Fees and Charges, as presented to be included in the 2016/2017 Annual Budget subject to the following changes:

- Bowling Club Annual Fees \$6,000
- Football Club Annual Fees \$4,000
- Tennis Club Annual Fees \$3,000
- Cricket Club Annual Fees \$1,000
- Hockey Club Annual Fees \$1,500
- Netball Club Annual Fees \$1,500
- Remove Basketball Annual Fees
- Annual Domestic Rubbish Charges increased to \$330 for one service and \$363 for each additional service.

**CARRIED 6/0
ABSOLUTE MAJORITY**

11.0 Date, time & place of next meeting
--

Wednesday 20th July 2016 at Narembreen Shire Council Chambers

12.0 Closure

There being no further business the Chair declared the meeting closed at 5.47pm.

13.0 Certification of Meeting Minutes
--

I, Cr Rhonda Cole Shire President, certify that the Minutes of the meeting held on the 15th June 2016, as shown on page numbers 1 to 166 are confirmed as a true and correct record of the meeting

PRESIDING PERSON

DATE