



SHIRE OF NAREMBEEN

Agenda for the 645th Ordinary Council Meeting

17th October 2018

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



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

COUNCIL CALENDAR		
Date	Time	Meeting
21 st November 2018	2.30pm	Ordinary Meeting of Council
19 th December 2018	2.30pm	Ordinary Meeting of Council

OCTOBER MEETING PROGRAMME	
2.00pm	Afternoon Tea
2.30pm	Ordinary Meeting of Council

MEETING GUESTS

Nil

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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 645th Ordinary Meeting of Council has been convened for:

Date: 17th October 2018

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

Commencing: 2.30pm

Chris Jackson
Chief Executive Officer
Date: 10th October 2018

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.



DECLARATION OF INTEREST FORM

TO: CHIEF EXECUTIVE OFFICER

AS REQUIRED BY SECTION 5.65 OF THE LOCAL GOVERNMENT ACT 1995,

I _____ HEREBY DISCLOSE MY INTEREST IN THE
FOLLOWING MATTERS OF THE AGENDA PAPERS FOR THE COUNCIL
COMMITTEE MEETING DATED _____

FINANCIAL INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

CLOSELY ASSOCIATED PERSON AND IMPARTIALITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

PROXIMITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

SIGNATURE: _____ DATE: _____

NOTES:

1. For the purposes of the financial interest provisions you will be treated as having a financial interest in a matter if either you, or a person with whom you are closely associated, have a direct or indirect financial interest or a proximity interest in the matter.
NB: It is important to note that under the Act you are deemed to have a financial interest in a matter if a person with whom you are closely associated has a financial interest or a proximity interest. It is not necessary that there be a financial effect on you.
2. This notice must be given to the Chief Executive Officer prior to the meeting.
3. It is the responsibility of the individual Councillor or Committee Member to disclose a financial interest. If in doubt, seek appropriate advice.
4. A person who has disclosed an interest must not preside at the part of the meeting relating to the matter, or participate in, be present during any discussion or decision-making procedure relating to the matter unless allowed to do so under Section 5.68 or 5.69 of the Local Government Act 1995.

OFFICE USE ONLY:

1. PARTICULARS OF DECLARATION GIVEN TO MEETING
2. PARTICULARS RECORDED IN MINUTES
3. PARTICULARS RECORDED IN REGISTER

CHIEF EXECUTIVE OFFICER: _____ DATED: _____

AGENDA

Shire of Narembeen Ordinary Council Meeting Wednesday 17th October 2018, commencing at 2.30pm

1.0 Opening & Welcome

2.0 Attendance & Apologies

Attendance

Councillors

Staff

Apologies

Approved leave of absence

Cr Amy Hardham

3.0 Declarations of Interest

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Wednesday 19th September 2018.

RECOMMENDATION:

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 19th September 2018 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

That the minutes of the meeting of the Shire of Narembeen held Wednesday 19th September 2018 be confirmed as a true and accurate record of the proceedings.

CARRIED /

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembreen Ordinary Meeting held Wednesday 19th September 2018.

7.0 Status Report

RECOMMENDATION:

That the Status Report for October 2018 be received.

COUNCIL RESOLUTION

MIN	MOTION - Moved Cr.	2nd Cr.
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That the Status Report for October 2018 be received.

CARRIED /

SHIRE OF NAREMBEEN - STATUS REPORT
For October 2018 Council Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6134/16	17-Feb-16	ADM535	Kondinin and Cramphorne Roads land acquisitions	Road Widening's/Land Resumption: 1. That Council make an offer of \$1,250 per hectare in exchange for the resumption of land into the Kondinin Narembeem Road and the Cramphorne Road reserves from the above property owners, as well as the rerouting of the Merredin Road land resumption. 2. That staff continue the process of amalgamation of land from these property owners in to the road reserve with the West Australian Planning Commission with the completion of the required Form 1A Application for Approval of Freehold or Survey Strata Subdivision.	Cramphorne Rd - complete. Kondinin Rd - documents being signed by landowners	Ongoing	CEO
6275/16	21-Sep-16	ADM541	Repeal By Laws and Review of Local Law	That Council commence the 8 year Local Law Review process in accordance with Section 3.16 of the Local Government Act 1995 and authorise the Chief Executive Officer to give public notice as required.	Revised Local Laws to be prepared. Cemetery Laws to be considered first.	Ongoing	CEO
6339/16	21-Dec-16	ADM461	Directional Signage - Cnr Longhurst St & Latham Road	That Council approve the concept for new signage and request the staff investigate the location options before proceeding. Reason for Change: Council want to ensure the signs are placed in the best possible location which may not be all at the intersection of Latham Road and Longhurst Street.	Blacksport Application submitted for 2019/2020 round of funding.	Ongoing	CEO/CED
6404/17	19-Apr-17	ADM058	Estate of W Jones	That Council; 1. Proceed with legal advice to issue a notice pursuant to section 26 of the Uncollected Goods Act to Paul Jones directing that he remove the goods and aircraft left by the deceased Walter Jones at the hangar at the Narembeem Airstrip within one month of the date of the notice or that we will seek an order in the Magistrates Court to sell or dispose of the goods and aircraft 2. Request that Repacholi Aviation be requested to remove all items from the aircraft hangar at the Narembeem Airstrip and or discuss entering into formal negotiations for lease of the hangar. 3. Not proceed with any further action on clean-up of Lot 2 Latham Road, Narembeem. 4. Lodge caveats on 5 Doreen Street Narembeem and Lot 2 Latham Road Narembeem for unpaid rates and request that staff commence the process of recovery in accordance with section 6.64 of the Local Government Act.	Seed Cleaners has been listed for sale. Contact will be made with Executor regarding details on the sale price.	Ongoing	CEO
6441/17	21-Jun-17		Narembeem Recreation Centre	Staff engage a qualified consultant to examine the use of the gas in the Narembeem Recreation Centre and provide a full report back to Council.	Report being referred to Hydraulic Engineer.	Ongoing	CEO
6459/17	19-Jul-17	ADM467	Lease of Crown Land – Avon Location 21952, Reserve 18080 Narembeem Airfield	That Council instruct the CEO to investigate a new lease that deals with issues such as rent, area of space used and utility charges, as well as other matters that may arise.	Waiting on Survey Map.	Ongoing	CEO
6461/17	19-Jul-17	ADM616	Water Corporation Waterwise Council Program	That Council enters into a Memorandum of Understanding with the Water Corporation and the Department of Water to become a Waterwise Council.	Signed MOU received. Staff to formulate Shire of Narembeem Waterwise Action Plan.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6471/17	19-Jul-17	NA	Future Project - Combined Turf Field	Council create a working group and instruct staff to commence a feasibility study on a combined tennis, hockey synthetic surface. Cr. Thomas, Cr. Cole, Cr. Padfield and Cr. DeLuis plus members of the clubs be part of the Working Committee.	C Robinson nearing completion of Feasibility Study. C Robinson, CEO, staff and Council rep to meet with Football, Hockey, Tennis & Cricket Clubs - meeting to be arranged.	Ongoing	CEO
6566/17	20-Dec-17	ADM557	Narembeen Lesser Hall Precinct Project – Stage 2	That Council:- 1. Approves the Interpretation Plan Fee Proposal provided by Stephen Carrick Architects and Zebra Creative as presented. 2. Approves the increase of the budget allowance of \$100,000 to \$119,140.	Final plans and costings received from Architect. Lotterywest grant submitted. Lotterywest require additional quotes and further information - CEO providing this information.	Ongoing	CEO
6603/18	21-Mar-18		Re-development of Churchill St Precinct (Apex Shed Area)	That Council approve the budget amendment of \$29,000 for the re-development of the Churchill Street Precinct (Apex Shed Area)	Build is complete, furniture ordered. Estimated delivery mid-October 2018.	Ongoing	CEO/BS
6624/18	18-Apr-18	ADM172 ADM173 ADM175	Corporate Business Plan & Strategic Resource Plan	That Council:- 1. Receive the draft Shire of Narembeen Corporate Business Plan 2018-2021; 2. Receive the draft Shire of Narembeen Strategic Resource Plan 2018-2033.	Strategic Resource Plan adopted. Corporate Business Plan to be finalised by November 18.	Ongoing	CEO/EMCS
6639/18	16-May-18	ADM634	Emu Hill Cemetery	That Council endorse the draft Concept Development Plan for the Emu Hill Cemetery, 26908 Emu Hill East Road for the purpose of community consultation, seeking public comment for a period of 28 days.	Cemetery guide nearing completion. Following this, Concept Plan to be advertised.	Ongoing	CEO/CEDO
6668/18	18-Jul-18			That the Council Chambers wooden dividing doors be advertised for the public for sale, failing this they are to be disposed of.	Advertised 24/7/18 in Fencepost and on Facebook. No response, to be disposed of.	Complete	CEO
6674/18	18-Jul-18	ADM131	Mt Walker Sports Club Tennis Court Resurfacing	That Council:- 1. Support the application from the Mt Walker Tennis Club for the resurfacing of the four existing tennis courts located at 3293 Mt Walker Road, Narembeen; 2. Approve an application in the name of the Shire of Narembeen to the Department of Local Government, Sport and Cultural Industries (DLGSCI) Community Sport Recreation Facilities Fund (CSRFF) Small Grants Program. The application is to be prepared by the Mt Walker Tennis Club with assistance from the Shire of Narembeen, if required. The grant application is to be submitted by 31st August 2018; 3. Agree to provide a financial contribution from the Infrastructure Reserve Fund of up to 1/3 of the project or up to an amount of \$30,000; and 4. Offer a self-supporting loan to the Mt Walker Tennis Club should there be any shortfall for this project.	Grant application submitted 28/8/18.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6681/18	15-Aug-18	ADM044	AEN Local Law	That Council resolves to:- 1. Revoke Resolution 6633/18 of the Ordinary Meeting of Council held on 16 May 2018; 2. Endorse for inclusion into the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 the suggested changes submitted by the Department of Health and itemised in the 'Comment' section of this report; 3. 'Make' the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 as presented in ATTACHMENT 1; 4. Authorise the affixing of the Shire of Narembeen Seal in the presence of the Shire President and the Chief Executive Officer who are also authorised by Council to sign the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018; and 5. Authorise the Chief Executive Officer to carry out the process of Gazettal of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 and to complete the administrative functions required for presentation of the Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018 to the Joint Standing Committee on Delegated Legislation of the Western Australian Parliament.	Signed and Sealed Local Law sent to Chief Health Officer. Local Law gazetted.	Ongoing	CEO/EHO
6685/18	15-Aug-18	ADM583	Wadderin Reserve 20022	That Council subject to advice received from LGIS instruct staff to continue with the process of taking legal control of the Wadderin Dam and Reserve 20022 Cusack Drive, Wadderin as per council motion 5929/15 moved 15 April 2015.	Discussions with LGIS continue.	Ongoing	CEO
6686/18	15-Aug-18	ADM008	Secondary Freight Route Project	That Council:- 1. Notes the Secondary Freight Routes Project Development report; 2. Supports the strategic intent of the Secondary Freight Routes project; 3. Authorises the Chief Executive Officer to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and 4. Endorses an allocation of \$6,000 in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.	Freight Group Project Group advised.	Ongoing	CEO
6691/18	15-Aug-18		Go Narembeen/ Shire of Narembeen Accommodation Project	That Council:- 1. Congratulate Go Narembeen for progressing an initiative to consider the development of additional accommodation units at the Narembeen Caravan Park. 2. Approve entering into a partnership with Go Narembeen that will facilitate future progression of this development subject to an approved Shire of Narembeen/Go Narembeen Alliance Agreement being signed between the two parties (to be developed). 3. Agree to consider Shire funding towards this project and other future opportunities subject to formal budget amendments if required. 4. Agree to meet with Go Narembeen to discuss this exciting opportunity.	On hold, pending the potential of mining camp/units on the Go Narembeen block near the Roadhouse/Narembeen Hotel. Draft Alliance Agreement being reviewed.	Ongoing	CEO
6693/18	15-Aug-18		Carpark Adjacent to IGA	That Council acknowledge (in writing) receipt of the letter received from Mrs Janice Hills. Staff to look into the costs associated with fixing the current surface with consideration being given to possible sealing of the surface in the future, subject to budget considerations.	Letter sent to J Hills. Another letter received from concerned resident.	Ongoing	CEO
6700/18	18-Sep-18	ADM053	Request for Call of Tenders	That Council:- 1. Approve the calling of tenders (Motor Grader 02/2018) for the supply and delivery of one model motor grader as per the presented specifications and required information; 2. Approve the calling of tenders (Prime Mover with Tri Axle Side Tipping Trailer 03/2018) for the supply and delivery of one model prime mover with trailer as per the presented specifications and required information. 3. Approve the calling of tenders (Small Truck 04/2018) for the supply and delivery of one model small truck as per the presented specifications and required information. 4. Approve the disposal of machinery NB880 grader, NB109 Prime Mover, NB6789 Prime Mover and NBH56 Canter Truck by trade on purchase of new machines and/or outright purchase by private submissions.	Tender/s advertised Saturday 22/9/18. Tenders close: 11/10/18	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6701/18	18-Sep-18	ADM591	Grain Discovery Centre & Roadhouse	<p>That Council:-</p> <ol style="list-style-type: none"> Not proceed with Point 5 of Motion MIN 5944/15 20th May 2015 "That Council enter into a long term lease with Go Narembreen Association Inc, for the continued operation of the Grain Discovery Centre". <p>Reason: It is considered that the lease agreement is not required as part of the land transaction and ongoing operations of the Grain Discovery Centre and that Councils interest is suitably protected by the Caveat that is lodged against the property.</p> <ol style="list-style-type: none"> Advise Go Narembreen Association Inc. that a lease agreement is now not considered to be required as part of the property transfer and that no further action will be required. 	Letter sent to Go Narembreen 25/9/18.	Complete	CEO
6702/18	18-Sep-18		Apex Park Public Toilet	<p>That Council:-</p> <ol style="list-style-type: none"> Approve for staff to undertake an investigation into the possible future redevelopment of the Apex Park public toilets with options to be considered to include a fully costed upgrade and or replacement of the existing building. Requires that the Apex Park Public Toilets Redevelopment report be presented to Council no later than 19 December 2018. Will give consideration to making an allocation to this project as part of the February 2019 budget review. 	In progress.	Ongoing	CEO
6704/18	18-Sep-18	ADM479	New Standpipe Classifications and Charges	<p>That Council:-</p> <ol style="list-style-type: none"> Advertise its intent to undertake a review of all shire standpipes seeking feedback. In undertaking the standpipe review take into consideration:- <ol style="list-style-type: none"> the location of the standpipe The type of standpipes (size, tanks, etc). Water usage Intended usage (fire, commercial, local) Fees and charges and Water Corporation costs Write to all users of the saleyard standpipe (washdown bay) and advertise that a review will also be undertaken as per point 2 that will include the wash down bay and the environmental considerations. A report on the outcome of the consultation process is to be presented to the November 2018 Council meeting; and Advise the Water Corporation that all standpipes will remain open subject to the outcome of this review. South Kurminin, Cramphorne, and Wadderin-Grabball are to be reclassified as firefighting standpipes, the Depot will become commercial and Latham Road and Soldiers Road will become firefighting standpipes but locked off subject to the outcome of the review. 	<p>Water Corporation advised.</p> <p>Review commenced with public consultation.</p>		EMCS/CEO
6705/18	18-Sep-18	ADM180	Old Community Bus	<p>That Council:-</p> <ol style="list-style-type: none"> Retain the old community bus to be used as a spare bus; Transfer the number plates 0NB to the new bus and put other Narembreen plates on the old bus; and <p>Direct staff to ensure the new bus is used as the 'go to' bus for hire, unless specifically requested and approved by the CEO.</p>	Plates need to be swapped.		EMCS/CEO
6709/18	18-Sep-18		Narembreen DHS	That Council write to Narembreen District High School to congratulate them on their recent sporting success at the Interschol Athletics Carnival.	Letter sent 20/9/18	Complete	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6711/18	18-Sep-18		Shire of Narembeen Rebranding	That Council:- 1. Endorse the new logo as presented in attachment at 'concept 2b' on page 3; 2. Instruct staff to arrange a Community Launch Event for the new logo at a time to be determined; 3. Instruct staff to commence the process of changing over stationery and other branded material; 4. Approve a budget amendment of \$16,188 to General Ledger Account 4211300 'Admin Office Computer Equipment Maintenance' for transfer of the current Shire of Narembeen Website to the Council Connect Platform including the new design as quoted by Market Creations. 5. Approve a budget amendment of \$30,000 to replace entry statements based on the new branding template and style guide.	Staff liaising with Market Creations on stationery, signage and brand packs.	Ongoing	CEO
6712/18	18-Sep-18	ADM490	Mobile Black Spot Program	That Council:- 1. Consider making application to the Federal Mobile Black Spot Programme for the blackspot areas as presented in the attachment and to also include South Kuminlin. 2. Contact the Hon Melisa Price MP Minister for the Environment, Federal Member for Durack seeking support for the application.	Submission being prepared.	Ongoing	CEO
NA	18-Sep-18			Letter to be written to Main Roads regarding Bruce Rock- Quairading Road			CEO

8.0 REPORTS

8.1 Manager Environment Health/Building

AGENDA ITEM: 8.1.1 - Environmental Health Officer's Quarterly Report (July – September 2018)

Subject:	Environmental Health Officer (EHO) Quarterly Report
Applicant:	Mr Will Pearce
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Mr Will Pearce, EHO
Date:	3 rd October 2018
Attachments:	Nil

SUMMARY

That Council accepts the Environmental Health Officer's (EHO) quarterly report for the period of July - September 2018.

BACKGROUND

The EHO reports on activities, issues at hand, delegated authority and progress on matters undertaken in Health Services to Council on a quarterly basis.

COMMENT

Food Businesses

Annual Food and Health Act reports for 2017/18 were prepared and submitted to the Department of Health.

Public Buildings

Inspected the following for public building regulation compliance-

- 7th Day Adventist Church and function room

Private Swimming Pools

13 Doreen Street – Still waiting for the property owner to apply for a retrospective building permit for this unapproved private swimming pool.

39 Thomas Street – non-compliant pool fencing brought to the owners' attention in 2015 has yet to be rectified. The owners have been directed to ensure that fencing fully complies by 30 September 2018 to avoid further action.

Annual Building Act (Private Pool Fencing) report for 2017/18 was prepared and submitted to the Department of Mines, Industry Regulation and Safety.

Public Swimming Pools

Preparations for the upcoming summer season well under way. Pool Managers have been fully supported to ensure facilities comply with the regulations and codes prior to season start up.

Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018
Following Council's May 2018 resolution to make the above local law, a signed and sealed law was forwarded to the Chief Health Officer (CHO) for signing.

The CEO received correspondence from the Department of Health (DOH) in late June 2018 seeking changes to the law. This was in direct contradiction to the DOH's review of the law in March 2018 whereby no changes were required.

Following Council's August 2018 resolution to revoke the May 2018 decision and then make the above local law incorporating the DOH changes, a signed and sealed law was forwarded to and signed by the CHO. The law was published in the Government Gazette's 28 September 2018 edition and became effective same day.

A submission to the Joint Standing Committee on Delegated Legislation on the gazetted law was made and included explanatory memorandum, checklists and supporting documentation. The committee will review the process that the shire followed in making the law.

Wadderin Dam

The EHO has continued assessing updated draft remediation plans and liaising with the Water Corporation and LGIS.

Recycled Water Reuse Scheme

Annual Health Compliance report for 2017/18 was prepared and submitted to the Department of Health.

The Water Corporation undertook an annual 'scheme' audit, desk top and inspection, with shire staff on 21 August 2018.

Waste Management

The annual Environmental Compliance report for the Waste Transfer Station and a separate Waste Census for 2017/18 were prepared and submitted to the Department of Water and Environmental Regulation.

Sale of Property Inspections

- 18 Ada Street
- 15 Currall Street
- 43 Ada Street

CONSULTATION

Mr C Jackson, CEO
Mr A Cousins, Works Manager

STATUTORY IMPLICATIONS

Health (Miscellaneous Provisions) Act 1911
Health (Public Buildings) Regulations 1992
Public Health Act 2016
Food Act 2008
Local Government Act 1995
Building Act 2011
Building Regulations 2012
Caravan Parks and Camping Grounds Act 1995

Caravan Parks and Camping Grounds Regulations 1997
Shire of Narembeen Health Local Laws 2016
Shire of Narembeen Animals, Environment and Nuisance Local Law 2016
Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018

FINANCIAL IMPLICATIONS

Publishing the *Shire of Narembeen Animals, Environment and Nuisance Amendment Local Law 2018* in the Government Gazette cost \$440 (inc GST).

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

Goal 3: We contribute to a healthy community.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council accepts the Environmental Health Officer's Report for the period July to September 2018.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.2 Building Supervisor

AGENDA ITEM: 8.2.1 - Building Supervisor's Report – September 2018

Subject:	Building Supervisor's Report – September 2018
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Council):	Nil
Author:	Klint Stone, Building Supervisor
Date:	10 th October 2018
Attachments:	Nil

SUMMARY

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

BACKGROUND

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

COMMENT

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

Narembeen Community Precinct Project

The brickwork is close to being completed and the roof has now been installed, the remaining flashings have been measured and will be installed in coming weeks. The gyprock and internal wall framing has arrived and now the build is water tight the internal fitout will commence.

Numbats

The rotten floor in numbats has now been replaced along with a new skirting tile and vinyl. The joist structure was improved as well as the under floor venting to allow the building to breathe correctly again.

Roads Board Building

Staff have been looking at pricing to get the Roads Board Building project under way early in 2019.

Residential Properties

Staff are in the process of putting a plan together to have gutters cleaned and some well overdue window treatments have been installed.

CONSULTATION

Executive Manager Corporate Services
Community & Economic Development Officer

STATUTORY IMPLICATIONS

Compliance with the Residential Tenancies Act and Commercial Tenancies Act.

FINANCIAL IMPLICATIONS

As per the 18/19 Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.3 Works Manager's Report

AGENDA ITEM: 8.3.1 - Work's Manager's Report October 2018

Subject:	Works Manager's Report
Applicant:	Arthur Cousins
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Arthur Cousins
Date:	9 th October 2018
Attachments:	Nil

SUMMARY

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

BACKGROUND

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

COMMENT

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

Grain freight

Gravel carting to lift base to levels on Soldiers Rd and Fricker Rd (3400m³). Further gravel to be carted to lift another 300-500 mm in sections. Extra cement and lime stabilisation has been necessary.

Dixon Rd.

Repair washed out culvert. Replace headwalls and floor approx. 3.5 m³ cement poured by Lopez cement.

Hyden north Rd.

Spread gravel through slippery section 400m. Gravel carted by Leeuwin Civil.

Gravel Carting

Hedges Homestead Rd 60m³.

Miscellaenous

- Airfield, cemetery and reserve firebreaks
- Town site fogging has commenced
- Push up green waste at tip
- Core oval

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

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

STRATEGIC PLAN REFERENCE

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

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

1.2 We have a long term local gravel sourcing strategy.

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

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.4 Chief Executive Officer

AGENDA ITEM: 8.4.1 –

Subject:	Machinery Tenders RFT's 2/2018, 3/2018 & 4/2018
Applicant:	Chris Jackson
File Ref:	ADM053
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	8 th October 2018
Attachments:	Nil

SUMMARY

Council to approve tenders for the purchase of a Grader to replace NB880 Grader (RFT 2/2018), Prime Mover Truck and Trailer to replace NB109 and NB6789 (Mitsubishi & DAF Semi's) (RFT 3-2018) and a Tip Truck to replace NB56 Canter Truck (RFT 4/2018)

BACKGROUND

At the September Ordinary Meeting it was resolved as follows:-

That Council:-

- 1) Approve the calling of tenders (Motor Grader 2/2018) for the supply and delivery of one model motor grader as per the presented specifications and required information;*
- 2) Approve the calling of tenders (Prime Mover with Tri Axle Side Tipping Trailer 3/2018) for the supply and delivery of one model prime mover with trailer as per the presented specifications and required information;*
- 3) Approve the calling of tenders (Canter Truck 4/2018) for the supply and delivery of one model small truck as per the presented specifications and required information*
- 4) Approve the disposal of machinery NB880 grader, NB109 Prime Mover, NB6789 Prime Mover and NB56 Canter Truck by trade on purchase of new machines and/or outright purchase by private submissions.*

COMMENT

Tenders were advertised in the Weekend West Australian on the 23rd September 2018 and close Thursday 11th October 2018 at 4.00pm.

The Plant committee will meet on Friday 12th October 2018 to discuss the tenders received.

Following discussions with the Plant Committee, a report will be prepared and recommendations will then be presented to Council prior to the meeting.

CONSULTATION

Works Manager
Plant Committee
Mechanic

STATUTORY IMPLICATIONS

Local Government Act 1995
3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996

11. When tenders have to be publicly invited:-

- 1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless sub regulation (2) states otherwise.

FINANCIAL IMPLICATIONS

The 2018/2019 budget includes capital expenditure totalling \$729,350 for the purchase of a grader, canter and prime mover, as well as trade income of \$120,280.

POLICY IMPLICATIONS

3.1.14 Purchasing Policy

STRATEGIC PLAN REFERENCE

Shire of Narembreen Strategic Community Plan 2017 – 2027

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Approve the tender submitted by _____ (Motor Grader RFT 02/2018).
2. Approve the tender submitted by _____ (Truck & Trailer RFT 03/2018).
3. Approve the tender submitted by _____ (Tip Truck RFT 04/2018).
4. Approve disposal of machinery as follows _____

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: - Supply of Bitumen, Asphalt & Aggregate 2018

Subject:	Supply of Bitumen, Asphalt & Aggregate 2018
Applicant:	N/A
File Ref:	ADM053
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	2 nd October 2018
Attachments:	Nil

SUMMARY

Council approval requested for eQuotes for the supply of bitumen, asphalt & aggregate for roadworks that are budgeted for in the 2018/2019 financial year.

BACKGROUND

WALGA eQuotes have been requested for the supply of bitumen, asphalt and aggregate.

Quotes closed on Monday 15 October 2018 with details as follows.

Quotations required for:

1. Bitumen

Supply and spray a total of 124,500 litres of primer seal (95.5) to the following roads:-

- Cramphorne Road 52,000 litres (December 2018)
- Emu Hill East Road 20,000 litres (March 2019)
- Narembeen South Road 52,500 litres (March 2019)

Please quote with 3 spreader trucks with operators.

Supply and spray a total of 54,200 litres of class 170 bitumen on the following roads:-

- Bruce Rock Narembeen Road 45,000 litres (January/February 2019)
- Cumminin Road floodway 1,400 litres (January/February 2019)
- Narembeen Cemetery Road 2,200 litres (January/February 2019)
- Soldiers Road/ Bailey Road/Schwartz Road 5,600 litres (January/February 2019)

Supply and spray a total of 30,000 litres of emulsion to Latham Road, Fricker Road and Soldiers Road adjacent to Narembeen CBH facility. Work required end of October 2018.

Please quote with 2 spreader trucks with operators.

Note quotations to include metal pre-coat, all travel and accommodation costs. Shire will provide all traffic management and will roll and compact with own equipment and operators.

2. Asphalt

Supply and lay 600metres x 8 metres of 40mm (intersection) asphalt and 1,200 metres x 8 metres of 30mm asphalt which includes a railway crossing to Latham Road, Fricker Road and Soldiers Road adjacent to Narembeen CBH facility. Work required January/February 2019.

Note quotations to include all accommodation and travel. Shire will provide loader and traffic management.

Aggregate

Supply and delivery of 590 tonnes of washed 10mm aggregate to the following roads:-

- Bruce Rock Narembeen Road 460 tonnes (January/February 2019)
- Narembeen Cemetery Road 70 tonnes (January/February 2019)
- Soldiers Road/Bailey Road/Schwartz Road 60 tonnes (January/February 2019)

Supply and delivery of 1,470 tonnes of washed 14 mm aggregate to the following roads:-

- Cramphorne Road 550 tonnes (December 2018)
- Soldiers Road 180 tonnes (January/February 2019)
- Narembeen South Road 520 tonnes (March 2019)
- Emu Hill East Road 220 tonnes (March 2019)

Note please provide a separate price for supply only and delivery of aggregate.

The Contractor is to provide, operate and maintain the plant, vehicles and equipment necessary for the proper performance of the above services.

All plant, vehicles and equipment used in the Contract services shall be maintained in good working order and clean condition to the satisfaction of the Shire.

The Contractor shall ensure that all vehicles and plant operated within the Shire of Narembeen are maintained in roadworthy condition and carry the required licensing and registration as required under the Road Traffic Act at all times.

COMMENT

As the eQuote closes Monday 15th October 2018 prior to the Council meeting all quotations received will be assessed, a report prepared and emailed to Councillors prior to the Wednesday Ordinary Meeting.

CONSULTATION

Manager of Works Arthur Cousins

STATUTORY IMPLICATIONS

Local Government Act 1995

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Function & General) Regulations 1996

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.
- (2) **Tenders do not have to be publicly invited according to the requirements of this Division if —**
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1) (c) of the Act; or

- (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program

FINANCIAL IMPLICATIONS

The approved 2018/2019 budget includes allocations for the above road projects.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

10 Year Outcome-Current road infrastructure is maintained and continually improved upon to meet community and business needs.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council accept the following eQuotes (to be advised)

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. 2nd Cr.

CARRIED /

AGENDA ITEM: 8.4.3 – Chief Executive Officer's Report

Subject:	Chief Executive Officer's Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	10 th October 2018
Attachments:	Att 1 – Roe Tourism Letter, Att 2 – Letter to Roe Tourism, Att 3 – EWBG AGM Minutes, Att 4 – Revised Concept Plan – Emu Hill Cemetery

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

CRC/Medical Centre Precinct Project

This project is powering ahead with the roof sheeting being installed on 9th October 2018 and the brickwork nearing completion. Installation of gyprock for internal walls will also commence this week. Colour selections for cabinetry, floor coverings, window treatments and painting has taken place.

In relation to funding for this project, the second progress report has been submitted to the Department of Infrastructure for the National Stronger Regions Funding, with evidence that 35% of the project is complete.

The next report is due at the end of February 2019 with evidence that 70% of the project is complete. Given the rate that the project is proceeding, it is envisaged that the Shire will be on target to meet these reporting requirements.



Roe Tourism Association (Attachment 1 & 2)

Attached for Council's information is a letter received from Roe Tourism thanking the Shire of Narembeen for being an important part of Roe Tourism and promoting the Pathways to Wave Rock, with a request for 2018-2019 membership support. Also attached is a copy of return letter to Roe Tourism congratulating them on being the premier organisation promoting our region.

Eastern Wheatbelt Biosecurity Group (EWBG) (Attachment 3)

For Council's information, please find attached minutes from the EWBG AGM held on Friday 21st September 2018.

WANDRRA Update

WANDRRA roadworks continue through the Shire, projected works for October are as follows:

- Bulldozer stockpiling gravel at Calzoni Road.
- Sourcing gravel in the north east section of the Shire.
- Rehabilitation of gravel pits at South Kumminin.
- Drainage & silt removal from Wogarl-Graball.

The following works are complete:-

- Rehabilitation to pits at Fawcett, Garmony, Fiegert, Emu Hill East.
- Shoulder & drainage works along Mt Walker, Kondinin-Narembeen, Corrigin – Narembeen Roads, Narembeen Sth Road.
- Re-sheeting of Anderson Rock Road from Calzoni Road pit.
- Re-sheeting on Mt Walker South Road from Calzoni Road pit.
- Re-sheeting of Emu Hill East Road.
- Construction Grade works on Starcevich Road, Chapman Road, Kerse Road, Slade Road and Georgeff Road.

Emu Hill Cemetery Project

Following further research required for this project, a meeting with Brenton Hayes from Oxtel Services in Northam and his recommendations for the niche wall structure, the concept plans have been revised and are attached for Council's information.

Stakeholders within the niche wall have been identified and Sheree Thomas will commence contacting the families in November to provide information on the process for the upgrade of the niche wall.

Following this, a formal letter will be written to stakeholders which will include the concept plans for the niche wall.

The Cemetery Guide and Cemetery Procedures are nearing completion.

RoeROC (Attachment 5)

RoeROC CEO's met in Kondinin on Thursday 4 October 2018. Matters discussed included:

- Renewal of the RoeROC MOU which expired in June 2018
- Renewal of the Roe Regional Environmental Health Services Scheme MOU which expired June 2017
- EHO line of management reporting
- Group Purchasing opportunities

- Economic Development Officer position funding

These matters will be included for discussion at the next RoeROC meeting.

Also attached are the minutes of the RoeROC meeting from 20th September 2018 for Council's information.

Regional Airports Development Scheme (RADS) Grants

Regional and remote airports across Western Australia have been invited to apply for the 2019-21 round of Regional Airports Development Scheme (RADS) grants, which opened this week.

Projects funded last year included runway widening and resealing, solar runway lighting, construction of a helicopter landing site, security upgrades and fencing to keep animals off the runway.

Work is currently underway with a view to making an application for RADS to reseal the apron areas and to upgrade the St John Ambulance/Flying Doctor transfer building.

The RADS grants are funded through the Department of Transport, with applications for the 2019-21 round closing on Monday November 19, 2018.

CEO/Council Key Meeting/Appointment Dates

Date	Meeting/Appointment
15 th October 2018	Roe Tourism AGM
16 th October 2018	2018 WA Transport & Roads Forum – Perth
24 th October 2018	Local Government Act Review Facilitated Forums – Merredin
2 nd November 2018	Citizenship Ceremony
6 th November 2018 – 9 th November 2018	Local Government Professionals Annual Conference

CONSULTATION

N/A

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

N/A

STRATEGIC PLAN REFERENCE

Narembreen Strategic Community Plan 2017 – 2027

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That the Chief Executive Officer's October 2018 report be received and actions endorsed.

COUNCIL RESOLUTION

MIN	MOTION - Moved Cr.	2nd Cr.	CARRIED /
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Chief Executive Officer
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

1 October 2018

Dear CEO,

On behalf of the Roe Tourism Association I would like to thank the Shire of Narembeen for being an important part of Roe Tourism and promoting the Pathways to Wave Rock.

The past twelve months has seen Roe Tourism develop and continue to move forward with the six Shire's working together to promote the wheatbelt. Our accomplishments include;

- Employment of a new Executive Officer through the Corrigin Community Resource Centre which has been advantageous to the association.
- Continuation with the review of the Constitution to align with the Associations Incorporation Act 2015.
- Continued involvement in the Eastern Wheatbelt Tourism Group, with New Travel and WEROC which included representation at the Dowerin Field Day in the family interest's pavilion.
- Increased awareness of Roe Tourism Association and developed working relationship with well-known Tourism groups, including; AGO, Caravanning Industry Association WA, Western Australian Indigenous Tourism Operators Council and Caravanning Industry Association Australia.
- Collaborative marketing campaign with Australian Golden Outback (AGO).
- Advertising in travel features and newspapers – promoting the Pathways to Wave Rock self-drive trail.
- Re-design of the Pathways to Wave Rock brochure in line with our new branding which is in the process of being distributed to each Shire.
- Design of a new pull-up banner which will be available to each Shire to use as they wish for tourism promotion.
- Website development and updating as required, would encourage all Shires to promote the use of this website.

Please find attached an Invoice for your 2018-2019 Full Membership and your contribution to the employment of the Executive Officer.

If you have any questions please do not hesitate to contact me.

We look forward to another year and the new opportunities for the Roe Tourism Association to promote and encourage visitors to the wheatbelt.

Kind Regards

Bevan Thomas
PRESIDENT

SHIRE OF NAREMBEEN

ABN 48 322 867 806

1 LONGHURST STREET, NAREMBEEN, W.A.6369

TELEPHONE (08) 9064 7308

FACSIMILE (08) 9064 7037

www.narembeen.wa.gov.au

<https://www.facebook.com/ShireofNarembeen/>

OUR REF: ADM158

Mr Bevan Thomas
President
Roe Tourism Association
PO Box 221
CORRIGIN WA 6375

Dear Bevan,

The Shire of Narembeen congratulates the Roe Tourism Association on being the premier organisation that is promoting our region and the Pathways to Wave Rock.

The Shire is privileged to be able to provide support and looks forward to continuing to work in partnership with Roe Tourism and all members Shires on tourism in the Wheatbelt. Keep up the good work.

The \$5,000 membership and contribution for 2018/2019 will be paid directly into your nominated bank account.

Yours sincerely

Chris Jackson
CHIEF EXECUTIVE OFFICER
1 October 2018

Eastern Wheatbelt Biosecurity Group (EWBG) Annual General Meeting held Friday 21st of September, 2018 at Merredin CRC Conference Room, Merredin.

Chairperson: Mark Crees

1. Opening of Meeting: 10.02am.

2. Attendance and Apologies:

- a. Attendance:** Mark Crees (Merredin), Lisa O'Neill (Executive Officer), Helen Shemeld, Kodie Fulker (DPIRD), Stuart Putt (Mt Marshall), Adam Majid, Steve Palm (Mukinbudin), Ross Della Bosca (Westonia), Steve Hunt (Lake Grace), Cyril Smith, Kent Mouritz (Kondinin), Stuart McEwan (EWBG LPMT), Marlon Hudson (Trayning), Linda Vernon (CWBA EO), Bill Cowan (Narembreen), Dean Sinclair, Jeff Taylor (EWBG LPMT), Jamie Taylor (EWBG LPMT), Margaret Sullivan, Jim Sullivan (Kulin), Glenice Batchelor (DPIRD).
- b. Apologies:** Adrian Chesson (DBCA), Malcolm Ovans (DBCA), Hon. Darren West, Wayne Della Bosca (Yilgarn), Gary Coumbe (Nungarin), Renae Corsini, Ron Burro, Jamie Criddle (Westonia).

3. Disclosure of Interests: none.

4. Confirmation of Minutes:

- a.** Meeting held 10th of October 2017, at DAFWA, Merredin.

Motion:

That the minutes presented from the meeting held on the 10th of October, 2017 are accepted as a true and accurate record.

***Moved: S. Palm. Seconded: C. Smith.
Carried.***

5. Business Arising from Previous Minutes:

- a.** Minjar Gold Mine Haul Road grid to be discussed in General Business.

6. Adoption of Financial Statement:

- a.** 2017/18 Financial position presented.
- b.** 2018/19 Budget Forecast as per Operational Plan.
- c.** Byfield's Business Advisors 2017/18 Audit presented and approved by Committee of Management.

Motion:

The Eastern Wheatbelt Biosecurity Group's will set a membership fee of \$100 for 2018/19 for the eleven member Shire's of the group.

**Moved: H. Shemeld, Seconded: R. Della Bosca.
Carried.**

Motion:

That the financials presented to be accepted as true and accurate and that the Byfield's Business Advisors audit of the EWBG's 2017/18 financials were tabled at the meeting to the members.

**Moved: S. Palm, seconded: H. Shemeld.
Carried.**

7. Appointment of Auditor

J. Sullivan suggested the Executive Officer ensures that a different auditor from Byfield's Business Advisors audits the books each year.

Motion:

The Eastern Wheatbelt Biosecurity Group appoint Byfield's Business Advisors as the auditors for 2018/19 fiscal year.

**Moved: C. Smith, Seconded: B. Cowan.
Carried.**

8. Correspondence:

a. Inward/Outward Correspondence

Motion:

That all correspondence presented be considered and accepted.

**Moved: L. O'Neill, seconded: S. Putt.
Carried.**

9. Chairs Report

Attached as Appendix A.

Motion:

That the Chairperson report presented be considered and accepted.

**Moved: S. Palm, seconded: B. Cowan.
Carried.**

10. Change to Constitution/Rules of Group

Motion:

The Eastern Wheatbelt Biosecurity Group's move that the changes to the constitution be sent to the Chamber of Commerce for approval and then be adopted. New Constitution to be held by Executive Officer.

**Moved: J. Sullivan, Seconded: K. Mouritz.
Carried.**

11. Election of Office Bearers

Chairperson: Stuart Putt (Mount Marshall)

Deputy Chair: Stephen Palm (Mukinbudin)

Committee:

Jim Sullivan – Nominated by K. Mouritz. Seconded. S Palm. (Accepted)

Cyril Smith – Nominated by K. Mouritz. Seconded. M. Crees. (Accepted)

Dean Sinclair – Nominated by B. Cowan. Seconded. H. Shemeld (Accepted)

Helen Shemeld - Nominated by S. Putt. Seconded by S. Palm. (Accepted)

Mark Crees (Merredin) - Nominated- B. Cowan. Seconded. D. Sinclair (Accepted)

Ross Della Bosca (Westonia) - Nominated Mark Crees. Seconded Dean. (Accepted)

Bill Cowan (Narembeen) – Nominated by M. Crees. Seconded. D. Sinclair (Accepted)

Steve Hunt (Lake Grace) - Nominated by D. Sinclair. Seconded B. Cowan (Accepted)

Kent Mouritz (Kondinin)- Nominated by C. Smith. Seconded M. Crees (Accepted)

12. Agenda Items

a. PMT (Dogger) Update-

- i. Stu McEwan: Dogs have been active. 5 dogs trapped, 1 shot, at least 5 baited in this financial year. Lost 1 sheep. Baited around troubled areas.
- ii. Jeff – Only work small amount of days so far. Traps set in northern area.
- iii. Frog – Aerial baiting to occur in October. Remlap control in operation. Minimal activity inside fence.

b. DBCA update- as per report provided.

c. RBG Update-

There are five new Declared Pest Rates in place throughout the agricultural area. There are now a total of thirteen Recognised Biosecurity Groups across the state. For the first time the State Barrier Fence has organised and has long term control measures either side of the fence and from one end to the other. The Ministers consultation has already occurred, with letters being sent to all landholders from the Minister about the proposed Declared Pest Rate. The Declared Pest Rate within the EWBG area will leave OSR on 4th of October.

The EWBG would like to once again suggest that all landholders within the area to be rated, not just those properties 20ha and above.

This will be the third year a Declared Pest Rate has occurred within the EWBG area. The rating system will remain the same as the previous year. The Committee of Management will meet soon to sign off on the Operational Plan for 2019/20, may need to decrease rate slightly for one financial year, due to a small excess from Office of State Revenue collection fee that is placed in the budget, however this action has not been needed to date.

EWBG will aim to increase their community engagement throughout 2018/19. The EWBG will continue to cover the costs of Restricted Chemical Product Permits within the prescribed area to encourage landholders to increase their control activities of Declared Pests.

The EWBG Licenced Pest Management Technicians are all in the process of using Feralscan to report control activities. Landholders can also use Feralscan as a reporting tool of sightings and activity.

EWBG will continue to organise Accreditation Days and Workshops for landholders to attend to help support landholders to control declared pests on their land.

13. General Business

a. Role of Shire Representatives

Report formally back to Shires twice a year (attend ordinary meetings). Direct Landholders to Executive Officer for all questions and declared pest sightings and activity. Encourage landholders to report all stock attacks. Ensure information provided by EWBG is distributed to landholders accordingly and placed in Shire Newsletter and other information sources.

b. Minjar Gold Mine Haul Road Grid Update

Minjar has confirmed a grid will be put in place at their Haul Road crossing with the State Barrier Fence. Department of Primary Industries and Regional Development have approved grid and provided suggestions on equipment and installation techniques for the grid.

c. State Barrier Fence Works

Work has commenced on replacement of the SBF within our area (northern) thanks to state funding. Group has concerns about the contractors, large areas of fence are being left open for long periods of time and work is being complete without communication to group and Licenced Pest Management Technicians. Executive Officer and M. Crees to meet with fence contractors' Coordinators on Wednesday. J. Sullivan- suggested maintenance of fence be budget at \$1 million per year for up keep and rate collected from all landholders on the west of the fence.

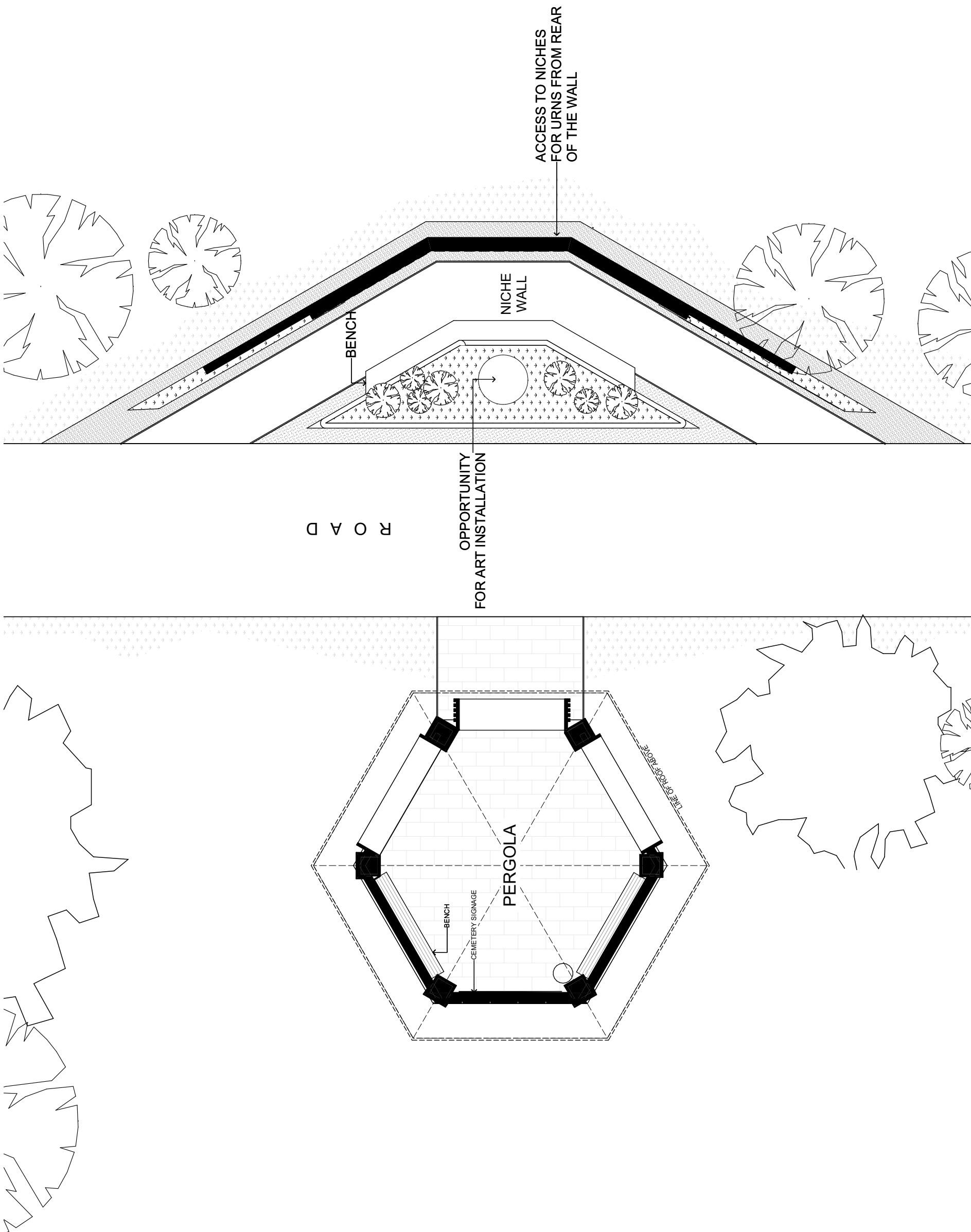
- d. The group has suggested AWI provide more support to Western Australia. Current resources are significantly low compared to Eastern States area.
- e. Norseman road grid to be looked out. Gate is significantly high off ground and may need some maintenance.
- f. Silver leaf night shade within Kulin and Lake Grace area – Executive Officer to contact Shire of Lake Grace and Shire of Kent to obtain update and provide support if deemed need by Committee of Management.

14. Next Meeting: March 2019.

15. Close of Meeting: 12.07pm.

NAREMBEEN SHIRE CEMETERY

REVISED CONCEPT - REVISION C
27/09/2018



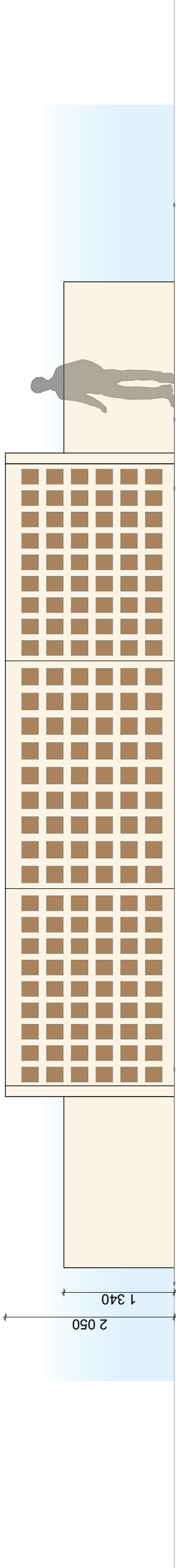






OPTION 2 -

NICHE WALL ELEVATION



RoeROC

*Roe Regional Organisation of Councils
Corrigin – Kondinin – Kulin - Narembeen*

COUNCIL MINUTES

**Shire of Kulin
Council Chambers
Thursday 20th September 2018**

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1. Opening and Announcements

RoeROC Chair, Cr West opened the meeting at 12.50pm.

2. Record of Attendance

Cr Barry West	President, Shire of Kulin
Cr Rodney Duckworth	Deputy President, Shire of Kulin
Noel Mason	CEO, Shire of Kulin, Secretary
Cr Rhonda Cole	President, Shire of Narembreen
Cr Alan Wright	Shire of Narembreen
Chris Jackson	CEO, Shire of Narembreen
Cr Des Hickey	Councillor, Shire of Corrigin
Natalie Manton	CEO, Shire of Corrigin
Mia Dohnt	CEO, Shire of Kondinin
Will Pearce	Roe Health EHO

3. Apologies

Cr Lynette Baker	President, Shire of Corrigin
Cr Sue Meeking	President, Shire of Kondinin

4. Guests

Ms Renata Zelinova WALGA Business Development Officer – presentation

5. Minutes of Meetings

Meeting reconvened – 1.38pm.

RoeROC Council Meeting – 27th March 2018

COMMENT:

Approval required by Council for the minutes of the RoeROC meeting held on held 21st June 2018.

RESOLUTION 01/092018

That the Minutes of the RoeROC Meeting held on held 21st June 2018 be confirmed as a true and correct record.

Moved Cr R Cole

Seconded R Duckworth

Carried

Business Arising from the Minutes

Nil

6. Presentations

The Chairperson Cr Barry West welcomed Renata Zelinova to the meeting. Renata made a presentation on the Environmental Planning Tool (EFT) for the Roe Councils and then went Online to demonstrate the features of the EFT.

Features – 300 different data layers, for Land Use Planning and access to spatial data, use of the environmental application to produce Environmental Licence applications.

Cost approx. \$2200 – paid as a subscriptions to WALGA

President thanked Renata Zelinova for her time in coming to the Wheatbelt and for the presentation of the EFT.

7. Matters for Decision

7.1 Finances – presented by Shire of Corrigin

Shire of Corrigin apologised for not having written presentation of the Financial Report as at 20th September 2018, but provided a verbal report from electronic data held and will provide full version for Minutes.

RESOLUTION 02/092018

The RoeROC Financial Statements prepared by the Shire of Corrigin as at the 20th September 2018 indicating;

<i>Bendering Refuse Site balance</i>	<i>\$ 2,886.58</i>
<i>Environmental Health Service Scheme YTD expenditure</i>	<i>\$40,809.99</i>

be received.

Moved C Jackson

Seconded Cr R Duckworth

Carried

Noted: Costs of the new trenches in September 2018 at the Bendering site organised by the Shire of Kondinin still to be paid.

7.2 Waste Management - Recycling

N Mason

- Provided update in Agenda of the current situation in the Recycling Market in WA as provided by WALGA at the recent recycling workshop.
- Information confirms that the action of RoeROC in eliminating glass and contaminants in the waste stream will stand the service in good stead as further recycling issues arise.
- The percentages of contaminants per tonne are a major factor in RoeROC Council costs

C Jackson

- Moves by RoeROC have been sound – now Avon Waste carry risk of providing service, if tonnage drops not a major issue for Councils.
- Invitation be extended to Avon Waste to attend the RoeROC June meeting each year.

No proposed changes to recycling operations – Shires continue to promote and educate residents around recycling waste and reduction in contaminants.

7.3 Environmental Health – Will Pearce

- Local laws – on top of current issues though there will be considerable work at time of finalisation of local laws. Shires will need to be aware of 10 day deadline to have local law processed. Recommended that RoeROC raise with WALGA a review of the Joint Standing Committee processes that contribute to the review of local laws as part of a red tape reduction review.
- Suggested refer to Dept. Local Government as part of the LG Act Review and then prepare item for Zones to raise.

RESOLUTION 03/092018

That the RoeROC Secretary make a submission to the Dept. of Local Government, Local Government Act Review in relation to the difficulties and adoption processes for local laws.

Moved Chris Jackson

Seconded R Duckworth

Carried

- Summer Season commencing with Aquatic Centres requiring water testing to open soon and event season is kicking off with a number of big event licensing processes underway for the region. E.g. Kulin Bush Races and Newdegate.
- Rubbish Overflow – Corrigin should be aware that Kulin Bush Races always results in additional rubbish being deposited in bins in Corrigin. Corrigin may want to consider a skip or similar. Kulin provided a side tipper last year and this reduced the waste taken elsewhere.
- EHO reported that a number of additional accommodation applications had been processes recently across all Shires for a variety of accommodation including farm and tourism operations. Narembeen Shire indicated that the company involved in the mining operation would be housing people in Narembeen – not on site.

8. Other Matters

Bendering Tip Site

8.1 Kondinin Shire - Works Manager Kondinin has indicated that the gravel removed from the trench at Bendering was suitable for road materials. Has requested use of the gravel.

8.2 Use of Gravel - RoeROC agreed that the Shire of Kondinin could use a portion of the gravel in lieu of RoeROC paying rates on the property, as long as sufficient fill remained to cover the rubbish in the trench; as the trenches work towards the east.

8.3 Update Bendering Plan and Review - The Works Managers, Contractor and Kulin CEO met to review the operations and trench requirements in August 2018. Was suggested that an annual tip inspection and planning session take place with the contractor in June each year on site and that the Secretary arrange for Plan to be updated each year.

8.4 Water Corporation – Standpipe Management project – All Shires reported that Water Corporation had provided details of the changes to fees and pricing for standpipe water. Each Shire had different arrangements, but it is apparent that Water Corporation are trying to reduce consumption by setting significantly higher fees. Shires discussed standpipe and swipe card arrangements – and questioned if a common standard could be achieved amongst Roe Shires so that buying power could reduce costs.

Secretary to enquire with Roe Shires on standpipe setup and equipment types to determine if better buying can be achieved for these products.

Shires also discussed the use of non-Water Corporation supplies and if there was any way we could co-ordinate alternate supplies to standpipes for roadworks etc.

8.5 Roads Forum Alice Springs – Shires were questioned as to whether any were attending the Roads Forum in Alice Springs. Most indicated that they would be attending the Roads Forum in Perth on the 16th October 2018.

8.6 MOU – RoeROC – Previous MOU between Shires has expired and is due for renewal. CEO's to meet to prepare draft.

8.7 Lake Grace Invite – If next RoeROC meeting is able to arrange Rural Health West as a Guest – invitation be extended to Lake Grace Shire to attend discussion and RoeROC meeting

8.8 Meeting of CEO's – CEO's to meet in Kondinin at 12.00noon on Thursday 4th October to resolve items/drafts etc. before next meeting.

8.9 RoeROC Dinner at WALGA Convention week – Chair Barry West thanked Narembeen Shire for organising the RoeROC dinner during Local Government convention week - the dinner was very successful.

8.10 Next Meeting – Next meeting of RoeROC to be held in Kulin on Thursday 1st November 2018.

9. Closure

There being no further business, the meeting was declared closed at 3.30pm.

AGENDA ITEM: 4 – Proposed Outbuilding – Lot 46 (No 11) Currall Street, Narembeen

Subject:	Proposed Outbuilding – Lot 46 (No 11) Currall Street, Narembeen
Applicant:	Walter Patterson (owner)
File Ref:	P1090
Disclosure of Interest (Staff):	Financial Interest as receive planning fees for advice to the
Disclosure of Interest (Member):	Shire – Section 5.60A of <i>Local Government Act 1995</i>
Author:	Nil
Date:	Liz Bushby, Town Planning Innovations
Attachments:	10 th October 2018
	Nil

SUMMARY

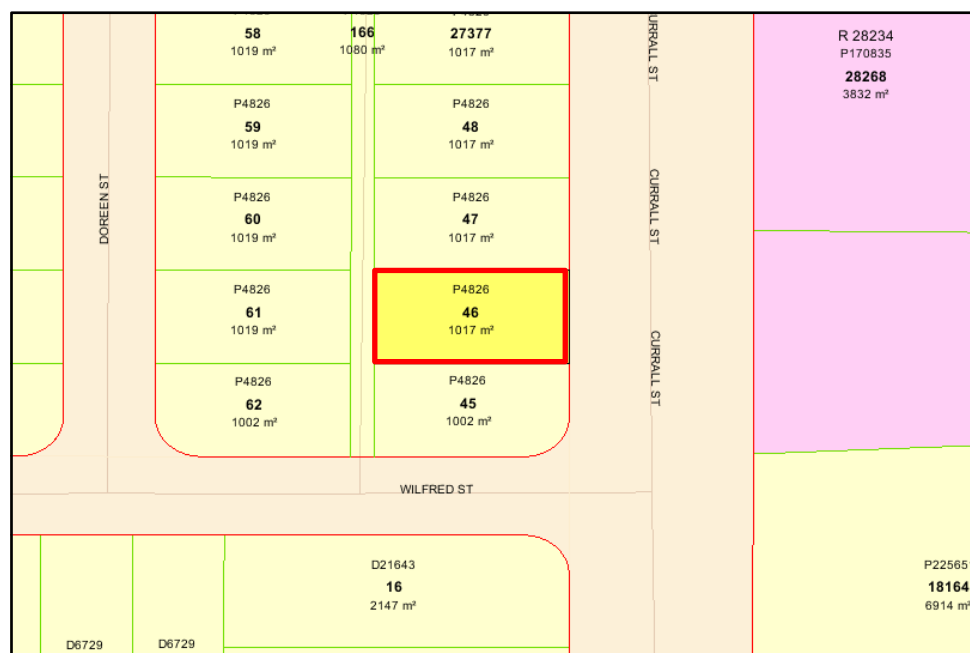
Council is to consider an application for an Outbuilding on Lot 46 (No 11) Currall Street, Narembeen (that entails variations to the Residential Design Codes).

The application is being advertised to the adjacent affected landowners.

The Chief Executive Officer seeks delegated authority to determine the application once advertising has been completed. Delegated authority will only be exercised if no adverse submissions are received.

BACKGROUND

Lot 46 has an approximate area of 1017m² and is located to the west of Currall Street in the Narembeen townsite.



Lot 46 is zoned 'Residential' under the Shire of Narembeen Town Planning Scheme No 2 ('the Scheme') and has a density code of R12.5. The R12.5 code dictates the site requirements that apply to residential development on the lot under the Residential Design Codes.

COMMENT

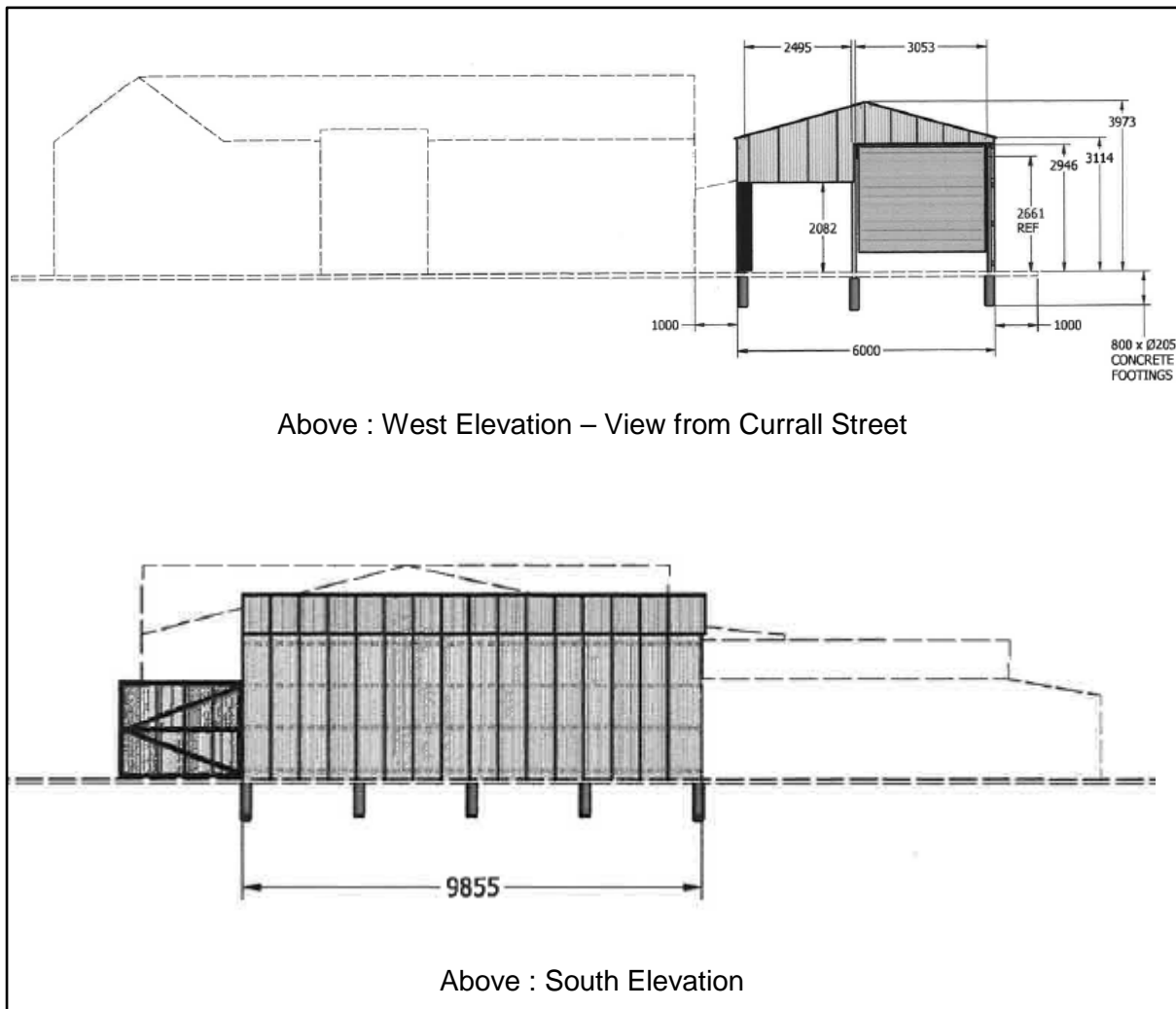
- ***Description of proposed development***

There are existing outbuildings on Lot 46 which are being retained. The largest existing outbuilding is located to the north west of the existing dwelling. TPI estimates that the existing outbuilding measures approximately 6.3 metres by 6 metres, with a floor area of approximately 37.8m².

The existing outbuilding is proposed to be extended to the east. The new outbuilding is proposed to measure 6 metres by 9.855 metres – refer aerial below.



The outbuilding is proposed to be setback one metre from the northern boundary, and is to have a wall height of 3.11 metres and roof ridge height of 3.973 metres – refer elevations overpage.



The applicant has not lodged a north elevation showing the view from the most affected neighbour, however it will be a mirror image of the south elevation (provided above).

- ***Residential Design Codes ('the Codes') – Outbuilding Assessment***

The Residential Design Codes operate as State Planning Policy 3.1 and apply to residential development state wide.

The Shire (or Chief Executive Officer under delegated authority) has a mandatory obligation to determine whether the outbuilding complies with the Residential Design Codes ('the Codes').

The Residential Design Codes have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

Where an application proposes a variation to the 'Deemed to Comply' criteria of the Codes, then planning approval is required for the development, and a more detailed subjective assessment has to be made based on 'Design Principles' in the Codes.

Under the Codes there are specific 'deemed to comply' requirements for outbuildings as summarised in the table below.

Clause 5.4.3 C3 'deemed to comply' criteria / Outbuildings that:	Officer Comment (TPI)
(i) are not attached to the building	Complies.
(ii) are non habitable	Complies.
(iii) collectively do not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Variation. The combined floor area of the existing and proposed outbuilding exceeds 95m ² .
(iv) do not exceed a wall height of 2.4 metres	Variation. A wall height of 3.11 metres is proposed (to the gutter).
(v) do not exceed a ridge height of 4.2 metres	Complies. A ridge height of 3.9 metres is proposed.
(vi) are not within the primary street setback area;	Complies.
vi) do not reduce the open space required in table 1; and	Complies. Table 1 of the Codes requires 55% of the lot to be retained as site open space.
vii) comply with the siting and design requirements for the dwelling, but do not need to meet the rear setbacks requirements of table 1.	Variation. A 1.5 metre side setback is required and a 1 metre setback to the north boundary is proposed.

The application proposes variations to the 'Deemed to Comply' requirements of the Codes therefore irrespective of any neighbours comments the Council (or the Shire Chief Executive Officer) has to determine if the outbuilding complies with the alternative Design Principle which is:

"Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties".

As the ridge height complies, assessment is limited to the variations proposed being the 3.114 metre wall height, the floor area and reduced side setback. A standard dividing fence is usually 1.8 metres so approximately 1.3 metres of the side wall of the outbuilding may be potentially visible from the lot to the north, depending on existing vegetation and landscaping.

CONSULTATION

The Shire has commenced consultation with the north landowners. The application cannot be determined until consultation has been completed.

STATUTORY IMPLICATIONS

Shire of Narembreen Town Planning Scheme No 2 –

Clause 4.1 refers to the 'RESIDENTIAL DEVELOPMENT: RESIDENTIAL DESIGN CODES' and includes the following subclauses:

- 4.1.1 For the purpose of the Scheme "Residential Design Codes" means the Residential Design Codes set out in State Planning Policy 3.1, together with any amendments thereto (hereinafter called the "R-Codes").
- 4.1.2 A copy of the R-Codes shall be kept and made available for public inspection at the offices of the local government.

- 4.1.3 Unless otherwise provided for in the Scheme the development of land for any of the residential purposes dealt with by the R-Codes shall conform to the provisions of those Codes.
- 4.1.4 The Residential Design Code density applicable to land within the Scheme area shall be determined by reference to the Residential Design Codes density number superimposed on the particular area shown on the Scheme maps as being contained within the solid black line borders or where such an area abuts another area having a Residential Design Code density, as being contained within the centre-line of those borders.

Clause 4.4.1 states that sub-clause 4.4.2 shall not apply to: '*a) development in respect of which the Residential Design Codes apply under the Scheme*' which means that Council does not have discretion to approve a variation to the Codes (in this case the Design Principle).

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015, and became effective on 19 October 2015.

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Narembreen Town Planning Scheme No 2.

Clause 61(d) only exempts outbuildings from planning approval where they comply with the 'Deemed to Comply' requirements of the Residential Design Codes.

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

Clause 82(1) and 82(2) give Council the ability to delegated authority to the Chief Executive Officer to determine the application however it must be an Absolute Majority.

FINANCIAL IMPLICATIONS

The Shire pays consultancy fees to Town Planning Innovations (TPI) for planning advice.

POLICY IMPLICATIONS

Not Applicable.

STRATEGIC PLAN REFERENCE

Not Applicable.

RELATED PARTY TRANSACTIONS

Not applicable.

OFFICER RECOMMENDATION

That Council:-

1. Note that the application for an outbuilding on Lot 46 (No 11) Currall Street, Narembeen is being advertised for public comment as it entails variations to the 'Deemed to Comply' requirements of State Planning Policy 3.1 - Residential Design Codes.
2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for an outbuilding on Lot 46 (No 11) Currall Street, Narembeen.
3. Note that the Chief Executive Officer will not utilise the delegated authority if any objection to the development is received within the advertising period.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 5 – Former Seed Cleaners – 105 Latham Road, Narembeen

Subject:	Former Seed Cleaners 105 Latham Road, Narembeen
Applicant:	Chris Jackson
File Ref:	P1076
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	9 th October 2018
Attachments:	Nil

SUMMARY

Council to consider options for the future of the former seed cleaners located at (Lot 2) 105 Latham Road Narembeen.

BACKGROUND

The former Narembeen Seed cleaners located on Latham Road near CBH and opposite the Narembeen Recreation Grounds has been on the market for some time and is part of a deceased estate. It had operated as a seed cleaners for over 25 years (could be longer) but has not operated for many years. Details of the property listing can be found as follows:

<https://merredin.eldersrealestate.com.au/residential/sale/105-latham-road-narembeen-wa-6369-19374611/>

The seed cleaners has had a long history with the Shire given the poor condition of the buildings and the materials and machinery that has littered the property for years. Only in recent times in lead up to the property being placed on the market has considerable clean up taken place.

Council last discussed the Estate of the Late Walter Jones's at its ordinary meeting April 2017 and resolved:

- *Not proceed with any further action on clean-up of Lot 2 Latham Road, Narembeen.*
- *Lodge caveats on 5 Doreen Street Narembeen and Lot 2 Latham Road Narembeen for unpaid rates and request that staff commence the process of recovery in accordance with section 6.64 of the Local Government Act.*

COMMENT

It is recommended that Council discuss future options for this site and could also enter into discussions with Go Narembeen. It is currently zoned "Special Use Seed Cleaners". Any use other than seed cleaners would require a rezoning process.

Concern has been raised about possible contamination of the site given what it has been used for in the past. The selling agent advised that the materials/chemicals used are no different to what you would find at CBH or on a farm. The matter has been referred to Councils EHO for review and comment.

CONSULTATION

Elders Real Estate
Will Pearce EHO

STATUTORY IMPLICATIONS

It is recommended that Council close the doors to the public to discuss this item as it deals with a matter that could be of a commercial nature in accordance with section 5.23 (2) (e) (ii) & (iii) of the Local Government Act 1995.

FINANCIAL IMPLICATIONS

The property currently has rates outstanding.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

GOAL 1: Focus upon our local economic drivers to retain and grow existing businesses, employment and to attract new industry. 1.5-Vacant land that will achieve our strategic goals is identified for specific purposes and industries-Increase in population by 0.1% annually.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

To be determined

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 6 - Narembreen Alliance Agreement

Subject:	Narembreen Alliance Agreement
Applicant:	Council
File Ref:	ADM573
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	9 th October 2018
Attachments:	Draft Alliance Agreement

SUMMARY

Council to approve commencing discussions with Go Narembreen on a draft Alliance Agreement between both parties.

BACKGROUND

Council at its Ordinary Meeting held 15th August 2018 resolved as follows:

That Council:-

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

COMMENT

In consultation with Caroline Robinson WBN, the attached draft agreement is presented for Council consideration. I strongly believe that an agreement is an exciting way for the Shire of Narembreen and Go Narembreen to move forward in partnership and achieve real lasting results.

At the Go Narembreen AGM held Monday 8 October 2018 various opportunities were discussed including additional units at the Narembreen Caravan Park, the Explaurum mining campo development, tourism opportunities at Wadderin, improvement to telecommunications and the establishment of a regional Narembreen event.

CONSULTATION

Caroline Robinson WBN

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Council Priorities:-

1. Growing our community and visitor population.
2. Creating and capturing positive economic opportunities.
3. Our partnerships and networks return us tangible financial, economic, social and environmental benefits.

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

2.5 Council recognises the opportunity of partnering with Go Narembeen works closely and supports them to help achieve their economic development projects and our strategic goals Joint priorities are identified in a formal plan between Go Narembeen and the Shire Joint project plan for at least two projects are developed and adopted by both organisations

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council invite representatives from Go Narembeen to meet with the Shire to discuss the draft Alliance Agreement and future development opportunities.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. 2nd Cr.

CARRIED /

DRAFT - ALLIANCE AGREEMENT

Date

Between the Parties

Shire of Narembeen
1 Longhurst St, WA 6369
ABN

Go Narembeen Progress Association (Inc)
Address
ABN

Definitions

‘district’ – Shire of Narembeen local government boundaries

1. Background

The Shire of Narembeen and Go Narembeen Progress Association (Inc) (‘Go Narembeen’) have common objectives and goals for the district. The Shire of Narembeen, in its Strategic Plan 2017 - 2017 has the following relevant goals:

- To grow the community and visitor population
- Create and capture positive economic opportunities

Go Narembeen has the following goals, as per their constitution:

- To build community spirit.
- To encourage community development of the social, economic and physical infrastructure in the Narembeen Shire.
- To support and encourage the community with local development initiatives which will improve the quality of life for residents in the Shire.
- To encourage the establishment of enterprises.

The common goals between the parties are to encourage the planning and development of initiatives that bring value, populations and quality of life to the district.

At a Go Narembeen meeting on Tuesday 14 August 2018 the group agreed to pursue the development of accommodation units at the Narembeen Caravan Park. The Shire of Narembeen owns the Caravan Park and is keen to support in various capacities and pursue further development on the site to increase the number and quality of accommodation offered in the district and in turn see value delivered to the district.

The Shire of Narembeen believes that a formal alliance between the two organisations for the accommodation project is necessary but also sees immense value in a formal alliance to see additional projects of benefit come to fruition in the future.

2. Purpose of this Alliance

To formalise the relationship and existing cooperation and collaboration between the Shire of Narembreen and Go Narembreen

3. Goals of the Alliance

- a) To use each other's strengths and skills collectively for the benefit of the district
- b) To forward plan and jointly deliver projects of value for the district

4. Areas of Collaboration

- c) Economic development outcomes
- d) Positive social and community outcomes
- e) Building the capacity of the district and community members

5. Commitments

In acting upon this agreement, both parties agree to:

- To act in good faith
- To be professional in all communication and interaction
- To make available any documents that are in relation to project planning and delivery
- Exercise due skill, care and diligence in working together and achieving common objectives
- Commit to innovation and continuous improvement
- Have the necessary insurances in place to carry out joint projects
- Recognise the volunteer capacity of some individuals within both parties and support volunteers where required

6. Deliverables

Both parties agree to:

- Send notices for meetings to each other for distribution, in writing and with a reasonable time frame
- Send any meeting notes, minutes and documents to each other for distribution within a reasonable time frame
- Develop written project proposals, including financial and risk implications for each project that is proposed for the alliance, that genuinely achieves common objectives
- Present the project proposals to both parties individually and collectively for consideration
- Be open to reviews and comments on project proposals and answer any questions openly
- Give reasonable time for consideration of project proposals

7. Resolution of Issues

Both parties acknowledge and agree that by making the commitment to enter into this agreement any issues which may arise between the parties will be minimised, if not eliminated. If there is an issue each party agrees to immediately notify the other and any issue that arises will attempted to be resolved.

8. Ambiguities and Inconsistencies

Both parties agree that if they discover any ambiguity, discrepancy or inconsistency between the agreement or any other document associated with it, they must notify the other party in writing as soon as practical.

9. Term

The agreement commences on the commencement date and concludes XX, with a review biannually

10. Relationship

Nothing in this agreement gives a party authority to bind any other party in any way. Each organisation is independent and this agreement does not create a joint venture.

11. Key Contacts

Chris Jackson
Chief Executive Officer
Shire of Narembeen
PH 90647308
E ceo@narembeen.wa.gov.au

Signed: _____
Date: _____

Robert Miolini
President
Go Narembeen Progress Association Inc
PH
E

Signed: _____
Date: _____

Witness Name:
Witness Signature: _____
Date: _____

AGENDA ITEM: 7 - Cheetham Way Estate

Subject:	Cheetham Way Estate
Applicant:	Chris Jackson
File Ref:	ADM143
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	8 th October 2018
Attachments:	Att 1 - Map of area, Att 2 - Copy of Minutes 20 March 2013, Att 3 - copy of minutes March & October 2015 and Att 4 - Map and Pricing Schedule 2006

SUMMARY

Council to consider the future of Shire owned property located in Cheetham Way.

BACKGROUND

The Shire of Narembeen owns 11 residential properties in Stage 2 Cheetham Way Narembeen as follows: **(see map Attachment 1)**

Address	Land Area (m2)
Lot 61 (49) Cheetham Way	924
Lot 62 (47) Cheetham Way	840
Lot 63 (45) Cheetham Way	840
Lot 64 (43) Cheetham Way	840
Lot 65 (41) Cheetham Way	2,929
Lot 66 (37) Cheetham Way	2,104
Lot 67 (33) Cheetham Way	2,104
Lot 68 (29) Cheetham Way	2,104
Lot 69 (24) Cheetham Way	1,120
Lot 70 (26) Cheetham Way	1,120
Lot 71 (28) Cheetham Way	1,102

The Shire webpage states *"This is a new subdivision, offering fully serviced residential lots ranging from 840m2 (\$45,000) to \$2,929m2 (\$65,000)."*

On the 20th March 2013, Council resolved as follows: **(Attachment 2)**

That Council:-

- 1. Give consideration to the vacant land sales recorded in neighbouring localities (including Bruce Rock, Merredin and Corrigin etc); and*
- 2. Adopts the pricing structure (as listed below) in respect of the eleven (11) residential lots to be released as part of the Stage 2 Cheetham Way subdivision.*

And:-

That Council quarantine all monies received from lots sales as part of the Stage 2 release of land in Cheetham Way; and these monies be held in a reserve account to fund future land development within the Shire.

An item to Council in March 2015 recommending the reserve price be reduced by \$15,000 was rejected by Council and a subsequent marketing campaign failed to attract any prospective buyers.

In October 2015 it was recommended that the advertising be extend but this was also rejected on the grounds that it was not considered viable by Council. **(Attachment 3).**

COMMENT

No lots have sold since Stage 2 Cheetham was completed in 2013. The development cost was in the order of \$641,000 with the majority of the funding coming from Royalties for Regions (R4R). The listed sale price has not changed since being adopted at a meeting in March 2013. Whilst not stated in the 2013 motion it is understood that some of the rationale for the price was that it was set on a cost recovery basis which is interesting given that R4R had funded the project. Note also attached map and pricing schedule from 2006. **(Attachment 4)**

Sales of the Cheetham Way blocks commenced in 2006 with one block being sold for \$11,184. In 2008 5 blocks were sold, ranging in price from \$15,000 to under \$24,000 and 4 blocks were sold in 2010 for \$25,000 and \$30,000. Finally one block was sold in 2011 for \$33,000. A Landgate property report for land sales in Narembreen for the last three years only identifies one vacant property that was sold which was a family to family sale and is not relevant in an effort to find an indicative land value.

Further to the 2015 item to Council and discussions again with Elders Real Estate it has confirmed that serious consideration should be given to amending the pricing structure.

CONSULTATION

Bonnie Cole
Landgate
realestate.com.au
Elders Real Estate

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil at this time

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

GOAL 1: Focus upon our local economic drivers to retain and grow existing businesses, employment and to attract new industry. 1.5-Vacant land that will achieve our strategic goals is identified for specific purposes and industries-Increase in population by 0.1% annually.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council give serious consideration to initiatives to attract potential buyers of land in Narembreen that include re-pricing the vacant lots in Cheetham Way.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

The map shows a grid of residential lots. Lots 16, 39, 40, 5, 6, 7, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, and 71 are numbered and their areas are given in square meters. The map includes various survey measurements such as bearings (e.g., 89°59'35", 90°0'12") and distances (e.g., 33.821, 62.194). It also shows 'WAY' and 'CHEETHAM WAY' and a 'ROAD WIDENING' area. The map is a detailed cadastral plan with lot numbers, areas, and survey data.

8.5 EXECUTIVE MANAGER CORPORATE SERVICES REPORT

AGENDA ITEM: 8.5.1

Subject: Cheetham Way Subdivision (Stage 2) - Lot Pricing

Applicant: Shire of Narembeen

File Ref: 9.10.30

Disclosure of Interest (Staff): Nil

Disclosure of Interest (Member):

Author: Celeste Smith - Executive Manager Corporate Services

Date: 6th March 2013

Attachment/s: Nil

BACKGROUND

Council is requested to give consideration to a pricing strategy for the eleven (11) new lots being developed as part of the Stage 2 Cheetham Way subdivision. Individual titles for these lots are expected to be received shortly, at which point the lots can be formally released to market.

All lots are to be provided fully serviced with underground power, reticulated sewer, water & telephone connections. Lot sizes range from 840m² to 2,929m² for an average lot size of 1,457m². It is proposed that all eleven lots be released in a single stage.

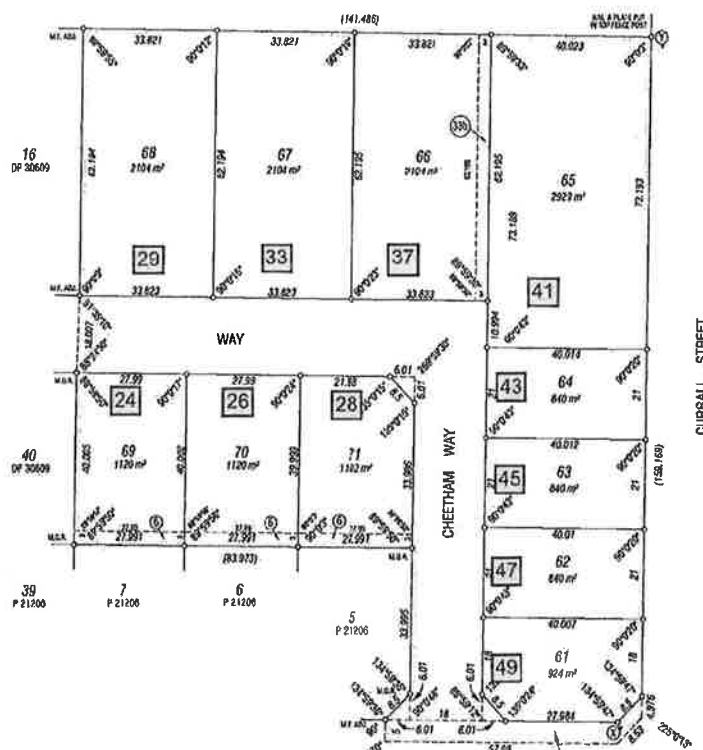


Figure 1 - Plan of Subdivision

At its Ordinary Meeting held Wednesday 17th October 2012, Council resolved to accept expressions of interest on new lots created as part of the Cheetham Way subdivision and these expressions of interest be secured by way of a \$10,000 refundable deposit to be held in trust by Council until the issue of titles (Minute 5240/12). Since this time, Council has received one (1) registered expression of interest and currently holds in trust a deposit for Lot 65.

COMMENT

To assist Council in its determination of an appropriate pricing strategy for lots being developed, the following vacant land sales in neighbouring localities are provided for Council consideration.

2013 - Land Sales							
	Property	Suburb	Zoning	Land Area (m2)	Sale Price (\$)	Equivalent \$/m2	Sale Date Comment
45 DAMPIER ST BRUCE ROCK	Lot B1 On Plan 229911	BRUCE ROCK	RES	1012	\$16,000	\$16.81	17/01/2013
18 MURPHY ST QUAIRADING	Lot 115 On Plan 87594	QUAIRADING	R10/20	1012	\$25,000	\$24.70	31/01/2013
2012 - Land Sales							
	Property	Suburb	Zoning	Land Area (m2)	Sale Price (\$)	Equivalent \$/m2	Sale Date Comment
1 SEWELL ST KELLERBERRIN	Lot 4X On Diagram 3189	KELLERBERRIN	R15	521	\$5,000	\$9.60	23/10/2012
16 MITCHELL ST KELLERBERRIN	Lot 55 On Plan 3199	KELLERBERRIN	R15	1163	\$5,680	\$4.88	12/10/2012
103 BUTCHER ST BRUCE ROCK	Lot 148 On Plan 142061	BRUCE ROCK	RES	1012	\$9,108	\$9.00	14/08/2012
66 ENDERSBEE ST MERREDIN	Lot 1499 On Plan 35526	MERREDIN	R10/20	911	\$10,000	\$10.98	27/03/2012
39 REPACHOLI PDE KONDININ*	Lot 282 On Plan 184159	KONDININ	R10/25	925	\$12,000	\$12.97	24/08/2012
41 REPACHOLI PDE KONDININ*	Lot 283 On Plan 184159	KONDININ	R10/25	925	\$12,000	\$12.97	24/08/2012
64 JOHNSON ST BRUCE ROCK*	Lot 53 On Plan 229911	BRUCE ROCK	COM	1012	\$12,500	\$12.35	27/03/2012
66 JOHNSON ST BRUCE ROCK*	Lot 54 On Plan 229911	BRUCE ROCK	COM	1012	\$12,500	\$12.35	27/03/2012
113 BUTCHER ST BRUCE ROCK	Lot 143 On Plan 142061	BRUCE ROCK	RES	1012	\$14,300	\$14.13	10/05/2012
45 DAMPIER ST BRUCE ROCK	Lot 81 On Plan 229911	BRUCE ROCK	RES	1012	\$15,000	\$14.82	07/04/2012
9 STONE ST QUAIRADING	Lot 349 On Plan 9320	QUAIRADING	R10/20	1156	\$20,000	\$17.30	19/04/2012
43 JENNABERRING RD QUAIRADING	Lot 27 On Diagram 53304	QUAIRADING	R5-20	1329	\$21,500	\$16.18	27/11/2012
10 GAMENYA AV MERREDIN	Lot 6 On Plan 3353	MERREDIN	R10/20	1012	\$23,000	\$22.73	18/09/2012
20 POWELL CR QUAIRADING	Lot 42 On Plan 9543	QUAIRADING	R10/20	1037	\$28,000	\$27.00	14/09/2012 New Subdivision
27 FORREST ST QUAIRADING	Lot 247 On Plan 162259	QUAIRADING	R10/20	1421	\$30,000	\$21.11	09/08/2012
5 BUTCHER ST BRUCE ROCK	Lot 59 On Plan 9824	BRUCE ROCK	RES	870	\$32,000	\$36.78	07/08/2012
14 SPANNEY RD CORRIGIN	Lot 617 On Plan 34836	CORRIGIN	R12.5	1083	\$40,000	\$36.93	06/06/2012 New Subdivision
13 SPANNEY RD CORRIGIN	Lot 603 On Plan 34836	CORRIGIN	R12.5	1008	\$40,000	\$39.68	17/09/2012 New Subdivision
2011 - Land Sales							
	Property	Suburb	Zoning	Land Area (m2)	Sale Price (\$)	Equivalent \$/m2	Sale Date Comment
20 SEWELL ST KELLERBERRIN	Lot 2 On Diagram 12185	KELLERBERRIN	R15	845	\$3,000	\$3.55	12/05/2011
22 SEWELL ST KELLERBERRIN	Lot 1 On Diagram 12185	KELLERBERRIN	R15	825	\$3,000	\$3.64	12/05/2011
15 LIMBOURNE ST MERREDIN*	Lot 93 On Plan 5058	MERREDIN	R12-20	1012	\$5,000	\$4.94	20/04/2011
17 LIMBOURNE ST MERREDIN*	Lot 92 On Plan 5058	MERREDIN	R12-20	1012	\$5,000	\$4.94	20/04/2011
45 DAMPIER ST BRUCE ROCK*	Lot 81 On Plan 229911	BRUCE ROCK	RES	1012	\$11,000	\$10.87	26/06/2011
47 DAMPIER ST BRUCE ROCK*	Lot 80 On Plan 229911	BRUCE ROCK	RES	1012	\$11,000	\$10.87	26/06/2011
31 JAMES ST KELLERBERRIN	Lot 200 On Plan 222695	KELLERBERRIN	R15	1012	\$15,000	\$14.82	06/07/2011
107 BUTCHER ST BRUCE ROCK	Lot 146 On Plan 142061	BRUCE ROCK	RES	1012	\$15,000	\$14.82	16/11/2011
37 SMITH LOOP HYDEN	Lot 161 On Plan 192843	KONDININ	R10/25	981	\$21,000	\$21.41	29/07/2011
26 BOYD ST CORRIGIN	Lot 106 On Diagram 99561	CORRIGIN	GEN.1	2080	\$27,000	\$12.98	22/11/2011
6 SOLOMON ST MERREDIN	Lot 51 On Plan 28709	MERREDIN	R12-20	1406	\$30,000	\$21.34	04/01/2011
L 175 HAWKER WAY MERREDIN	Lot 175 On Plan 25388	MERREDIN	R12-20	1619	\$30,000	\$18.53	12/03/2011
65 RASON ST KELLERBERRIN	Lot 116 On Plan 222694	KELLERBERRIN	R15	1948	\$30,000	\$15.40	19/06/2011
17 CHEETHAM WAY NAREMBEEN	Lot 18 On Plan 30609	NAREMBEEN	R5	2146	\$30,044	\$14.00	04/05/2011
14 MACDONALD ST QUAIRADING	Lot 345 On Plan 142025	QUAIRADING	R10/20	1366	\$32,500	\$23.79	12/12/2011
40 CORONATION ST MERREDIN	Lot 218 On Plan 229842	MERREDIN	R10/20	1012	\$35,000	\$34.58	29/11/2011
76 KITCHENER RD MERREDIN	Lot 395 On Plan 201925	MERREDIN	R10/20	1012	\$36,000	\$35.57	11/07/2011
6 MCGINNISS WAY MERREDIN	Lot 222 On Plan 63739	MERREDIN	R12-20	726	\$49,000	\$67.49	01/04/2011 New Subdivision
13 CARRINGTON WAY MERREDIN	Lot 214 On Plan 63739	MERREDIN	R12-20	1202	\$82,000	\$68.22	07/03/2011 New Subdivision
2010 - Land Sales							
	Property	Suburb	Zoning	Land Area (m2)	Sale Price (\$)	Equivalent \$/m2	Sale Date Comment
8 STONE ST QUAIRADING	Lot 352 On Plan 9320	QUAIRADING	R10/20	868	\$10,000	\$11.52	11/06/2010
10 STONE ST QUAIRADING	Lot 351 On Plan 9320	QUAIRADING	R10/20	868	\$10,000	\$11.52	11/06/2010
35 THOMAS ST NAREMBEEN	Lot 4 On Diagram 25381	NAREMBEEN	R12.5	1012	\$15,000	\$14.82	15/10/2010
20 POWELL CR QUAIRADING	Lot 42 On Plan 9543	QUAIRADING	R10/20	1037	\$25,000	\$24.11	23/07/2010 New Subdivision
22 POWELL CR QUAIRADING	Lot 41 On Plan 9543	QUAIRADING	R10/20	1037	\$25,000	\$24.11	23/07/2010 New Subdivision
16 CHEETHAM WAY NAREMBEEN	Lot 43 On Plan 30609	NAREMBEEN	R12.5	1000	\$25,000	\$25.00	09/09/2010
57 AVON ST QUAIRADING	Lot 219 On Plan 158873	QUAIRADING	R10/20	1012	\$25,000	\$24.70	17/09/2010
36 COOK ST KONDININ	Lot 38 On Plan 141008	KONDININ	RRLRES	20234	\$25,000	\$1.24	24/09/2010
22 CHEETHAM WAY NAREMBEEN	Lot 40 On Plan 30609	NAREMBEEN	R12.5	1000	\$25,000	\$25.00	18/10/2010
16 REID ST QUAIRADING	Lot 307 On Diagram 99900	QUAIRADING	R10/20	1116	\$27,000	\$24.19	22/11/2010 New Subdivision
25 CHEETHAM WAY NAREMBEEN	Lot 16 On Plan 30609	NAREMBEEN	R5	2146	\$30,044	\$14.00	03/06/2010
L 204 ALLBEURY ST MERREDIN*	Lot 204 On Plan 62719	MERREDIN	R12-20	557	\$32,500	\$58.35	17/08/2010
L 205 ALLBEURY ST MERREDIN*	Lot 205 On Plan 62719	MERREDIN	R12-20	556	\$32,500	\$58.45	17/08/2010
69 TODD ST MERREDIN	Lot 167 On Plan 62719	MERREDIN	R12-20	1087	\$42,000	\$38.64	21/10/2010
39 DALL ST QUAIRADING	Lot 561 On Diagram 90863	QUAIRADING	R10/20	1451	\$45,000	\$31.01	02/06/2010 New Subdivision
4 CUMMINGS ST MERREDIN	Lot 233 On Plan 63739	MERREDIN	R12-20	727	\$46,000	\$63.27	05/05/2010 New Subdivision
6 CUMMINGS ST MERREDIN	Lot 234 On Plan 63739	MERREDIN	R12-20	727	\$46,000	\$63.27	05/05/2010 New Subdivision
8 CUMMINGS ST MERREDIN	Lot 235 On Plan 63739	MERREDIN	R12-20	727	\$46,000	\$63.27	25/06/2010 New Subdivision
17 HARLING ST MERREDIN*	Lot 801 On Plan 61446	MERREDIN	R12-20	993	\$52,500	\$52.87	16/06/2010
19 HARLING ST MERREDIN*	Lot 802 On Plan 61446	MERREDIN	R12-20	993	\$52,500	\$52.87	16/06/2010
16 KITCHENER RD MERREDIN	Lot 168 On Plan 62719	MERREDIN	R12-20	1354	\$54,500	\$40.25	07/10/2010
11 CARRINGTON WAY MERREDIN	Lot 213 On Plan 63739	MERREDIN	R12-20	1148	\$72,000	\$62.72	21/10/2010 New Subdivision
1 WHITFIELD WAY MERREDIN	Lot 1337 On Plan 214852	MERREDIN	STABLE	8450	\$75,000	\$8.88	14/07/2010 New Subdivision - Rural Resident
1 WHITFIELD WAY MERREDIN	Lot 1340 On Plan 214852	MERREDIN	STABLE	10400	\$75,000	\$7.21	16/07/2010 New Subdivision - Rural Resident
1 MCGINNISS WAY MERREDIN	Lot 224 On Plan 63739	MERREDIN	R12-20	1228	\$77,000	\$62.70	06/04/2010 New Subdivision

*Denotes joint transaction occurring on same day by single purchaser.

STATUTORY IMPLICATIONS: Nil

FINANCIAL IMPLICATIONS:

Council is currently forecasting in its 2012/13 Adopted Budget, receipt of \$55,000 in proceeds from the sale of land in Cheetham Way.

POLICY IMPLICATIONS: Nil

COMMUNITY STRATEGIC PLAN IMPLICATIONS: Nil

OFFICER RECOMMENDATION

That Council;

1. Give consideration to the vacant land sales recorded in neighbouring localities (including Bruce Rock, Merredin and Corrigin etc); and
2. Adopt a pricing strategy in respect of each of the eleven (11) residential lots to be released as part of Stage 2 of the Cheetham Way subdivision.

	Suburb	Zoning	Land Area (m2)	Sale Price (\$)	Equivalent \$/m2
Lot 61 (49) Cheetham Way	NAREMBEEN	Residential R12.5	924	\$	\$
Lot 62 (47) Cheetham Way	NAREMBEEN	Residential R12.5	840	\$	\$
Lot 63 (45) Cheetham Way	NAREMBEEN	Residential R12.5	840	\$	\$
Lot 64 (43) Cheetham Way	NAREMBEEN	Residential R12.5	840	\$	\$
Lot 65 (41) Cheetham Way	NAREMBEEN	Residential R12.5	2,929	\$	\$
Lot 66 (37) Cheetham Way	NAREMBEEN	Residential R12.5	2,104	\$	\$
Lot 67 (33) Cheetham Way	NAREMBEEN	Residential R12.5	2,104	\$	\$
Lot 68 (29) Cheetham Way	NAREMBEEN	Residential R12.5	2,104	\$	\$
Lot 69 (24) Cheetham Way	NAREMBEEN	Residential R12.5	1,120	\$	\$
Lot 70 (26) Cheetham Way	NAREMBEEN	Residential R12.5	1,120	\$	\$
Lot 71 (28) Cheetham Way	NAREMBEEN	Residential R12.5	1,102	\$	\$
				\$0	

COUNCIL RESOLUTION

MIN 5379/13 MOTION - Moved Cr. B Thomas 2nd Cr. S Parsons

That Council;

1. Give consideration to the vacant land sales recorded in neighbouring localities (including Bruce Rock, Merredin and Corrigin etc); and
2. Adopts the pricing structure (as listed below) in respect of the eleven (11) residential lots to be released as part of the Stage 2 Cheetham Way subdivision.

	Suburb	Zoning	Land Area (m2)	Sale Price (\$)	Equivalent \$/m2
Lot 61 (49) Cheetham Way	NAREMBEEN	Residential 12.5	924	\$45,000	\$37.00
Lot 62 (47) Cheetham Way	NAREMBEEN	Residential 12.5	840	\$45,000	\$37.00
Lot 63 (45) Cheetham Way	NAREMBEEN	Residential 12.5	840	\$45,000	\$37.00
Lot 64 (43) Cheetham Way	NAREMBEEN	Residential 12.5	840	\$45,000	\$37.00
Lot 65 (41) Cheetham Way	NAREMBEEN	Residential 12.5	2,929	\$65,000	\$31.45
Lot 66 (37) Cheetham Way	NAREMBEEN	Residential 12.5	2,104	\$60,000	\$31.45
Lot 67 (33) Cheetham Way	NAREMBEEN	Residential 12.5	2,104	\$60,000	\$31.45
Lot 68 (29) Cheetham Way	NAREMBEEN	Residential 12.5	2,104	\$60,000	\$31.45
Lot 69 (24) Cheetham Way	NAREMBEEN	Residential 12.5	1,120	\$50,000	\$35.15
Lot 70 (26) Cheetham Way	NAREMBEEN	Residential 12.5	1,120	\$50,000	\$35.15
Lot 71 (28) Cheetham Way	NAREMBEEN	Residential 12.5	1,102	\$50,000	\$35.15
				\$575,000	

CARRIED 6/2 (Cr Mortimore, Bald)

COUNCIL RESOLUTION

MIN 5380/13 MOTION - Moved Cr. B Cole 2nd Cr. S Padfield

That Council quarantine all monies received from lots sales as part of the Stage 2 release of land in Cheetham Way; and these monies be held in a reserve account to fund future land development within the Shire.

CARRIED 8/0

AGENDA ITEM: 9.5.6 - Cheetham Way

Subject:	Cheetham Way Marketing
Applicant:	Nil
File Ref:	ADM143
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Garry Gregan, Executive Manager Corporate Services
Date:	14 October 2015
Attachments:	Nil

BACKGROUND

On 18 March 2015, Council resolved the following:

COUNCIL RESOLUTION

MIN 5918/15 MOTION – Moved: Cr. DeLuis 2nd: Cr. B Cole

That Council:

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.*

CARRIED 9/0

Reason for change: Council was reluctant to reduce the asking price of these lots at this stage.

COMMENT

As a result of the above, advertisements for the Cheetham Way lots were placed in the following publications:

- The West Australian
- Wheatbelt Mercury
- Farm Weekly
- Countryman

At the time of writing, no interest has been received but more advertisements are planned.

Total advertising costs are estimated at \$4,000 and as there is no budget allocation for this in 2015/16, a budget amendment will be required.

Given the lack of interest to date, Council could re-consider the pricing of the land for sale and/or cease advertising.

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Subject to further advertising, a budget amendment of \$4,000 will be required to cover advertising costs.

Future use from the proceeds from the sales of the Cheetham Way lots may require Department of Regional Development approval. In the interim, proceeds will be transferred in to the Land Development Reserve.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategy	Action	Measure
2. A Shire of excellence in accessible infrastructure and services	2.3 Infrastructure and services that create our community identity and facilitate growth	2.3.1 Promote the Cheetham Way subdivision

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:

1. Receive this report;
2. Approve a budget amendment* of \$4,000 (GL1041600) for the advertising and promotion of the Cheetham Way land.

*** Note: Absolute majority required**

COUNCIL RESOLUTION

MIN 6063/15 MOTION – Moved: Cr. Thomas 2nd: Cr. Hardham

That Council:

1. *Receive this report; and*
2. *Do not proceed with any further advertising as per MIN 6046/15 above.*

**CARRIED 7/0
ABSOLUTE MAJORITY**

Reason for Change: Council determined it was not financially viable to continue with advertising at this stage. Refer also to Minute No. 6046/15.

AGENDA ITEM: 8.4.6

Subject:	CHEETHAM WAY SUB-DIVISION
Applicant:	Garry Gregan
File Ref:	
Disclosure of Interest:	Nil
Author:	Garry Gregan
Date:	12 March 2015
Attachments:	ATTACHMENTS M, N, O, P
Signature:	

BACKGROUND

On 20TH March 2013 Council resolved to set selling prices for the lots in the Brown Street Subdivision Stage 2 (Cheetham Way).

Council's resolution is as follows:

COUNCIL RESOLUTION

MIN 5380/13 MOTION - Moved Cr. B Cole 2nd Cr. S Padfield
That Council quarantine all monies received from lots sales as part of the Stage 2 release of land in Cheetham Way; and these monies be held in a reserve account to fund future land development within the Shire.

CARRIED 8/0

Although the lot prices are advertised on the Shire's website (see Attachment M), no other marketing of the land has been done to the author's knowledge.

COMMENT

Since completion of subdivision, no offers to purchase any lots have been received, although one party did place a \$10,000 "holding deposit" with the Shire for particular lot. The party has since advised the Shire they are no longer interested in that lot and the "deposit" has been repaid.

At the time of writing, the author has only received one other expression of interest in a lot. The interest has since been withdrawn.

As a result of enquiries with Elders Real Estate Merredin, the agent, Will Morris, recommended that all blocks in this subdivision be reduced in price by \$15,000 each "to meet the market". A copy of Mr Morris' email to the author is at Attachment N.

In the 2013/14 revaluation of land and buildings, the valuer assigned the following fair values to the lots as set out in the table below. The table also shows current price and the amended price based on Mr Morris' recommendation.

<u>Lot No</u>	<u>Lot Size (m2)</u>	<u>Shire Price</u>	<u>Fair Value</u>	<u>Elders' Revised Price</u>
61	924	\$45,000	\$28,000	\$30,000
62	840	\$45,000	\$26,000	\$30,000
63	840	\$45,000	\$26,000	\$30,000
64	840	\$45,000	\$26,000	\$30,000
65	2929	\$65,000	\$45,000	\$50,000
66	2104	\$60,000	\$42,000	\$45,000

Shire of Narembreen Minutes 18th March 2015

67	2104	\$60,000	\$42,000	\$45,000
68	2104	\$60,000	\$42,000	\$45,000
69	1120	\$50,000	\$31,000	\$35,000
70	1120	\$50,000	\$31,000	\$35,000
71	1120	\$50,000	\$31,000	\$35,000

In order to encourage sales, prices need to reflect the market and the differences in the fair values and the Elders recommendations are minimal. Ultimately the price will be determined what prospective buyers are prepared to pay.

By way of comparison, the Shire of Wickepin is selling 1 acre serviced lots for \$39,000, a reduced price. In Narembreen, the vacant land at lot 46 (1,000m²) Cheetham Way is advertised for sale by Elders for \$30,000. (See Attachment O)

Clause 3.5 of the Shire of Narembreen Community Strategic Plan (SCP) identifies the attraction and retention of young people and families that can contribute to the social and economic activities as a major challenge of the Shire. One strategy to achieve this is the provision of affordable housing and the Social chapter of the SCP lists this as a major outcome.

Clause 4 of the SCP (An economy that is well prepared for the future) also mentions the need to provide affordable housing as an underpinning action to attract families and singles.

Council's Long Term Financial Plan (LTFP) doesn't record any cash inflows from the sale of land held for resale but this will need to be rectified in a future review as income from the sale of property will need be used to close the funding gaps in the Asset Management Plan and Forward Capital Works Plan in the upgrade, maintenance and provision of Council's properties and future land developments.

In Council's Corporate Business Plan, it is a stated measure and target (2.3.1) to promote the Cheetham Way subdivision in the 2013/14 and 2014/15 years and this report reflects that.

Council is therefore requested to consider re-pricing the vacant lots in Cheetham Way and enter into the Marketing Schedule provided by Mr Morris at Attachment P.

CONSULTATION

Will Morris, Elders Real Estate Merredin

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS:

The 2014/15 budget includes \$50,000 in operating income (GL 1042400) for the sale of land. Reducing the sale price may encourage interest from prospective buyers if Council agrees to the proposed marketing strategy. The budget has also allocated \$3,000 (GL 1041600) for expenses associated with the sale of land. Depending on timing, the expense allocation may be sufficient for the remainder of the 2014/15 year. However, the 2015/16 budget would need to include increased expenses associated with the sale of land.

Net proceeds from the sale of land will be transferred to the Land Development Reserve.

POLICY IMPLICATIONS:

Nil

STRATEGIC PLAN REFERENCE:

Shire of Narembreen Strategic Community Plan
Asset Management Plan
Corporate Business Plan
Long Term Financial Plan

STAFF RECOMMENDATION:

That Council:

1. Reduce the sale of Lots 61 - 71 Cheetham Way by \$15,000 per lot
2. Authorise the Executive Manager Corporate Services to enter into a Property Marketing Schedule with Elders Real Estate Merredin for the sale of Lots 61 - 71 Cheetham Way.

COUNCIL RESOLUTION

MIN 5918/15 MOTION – Moved: Cr. DeLuis 2nd: Cr. B Cole

That Council:

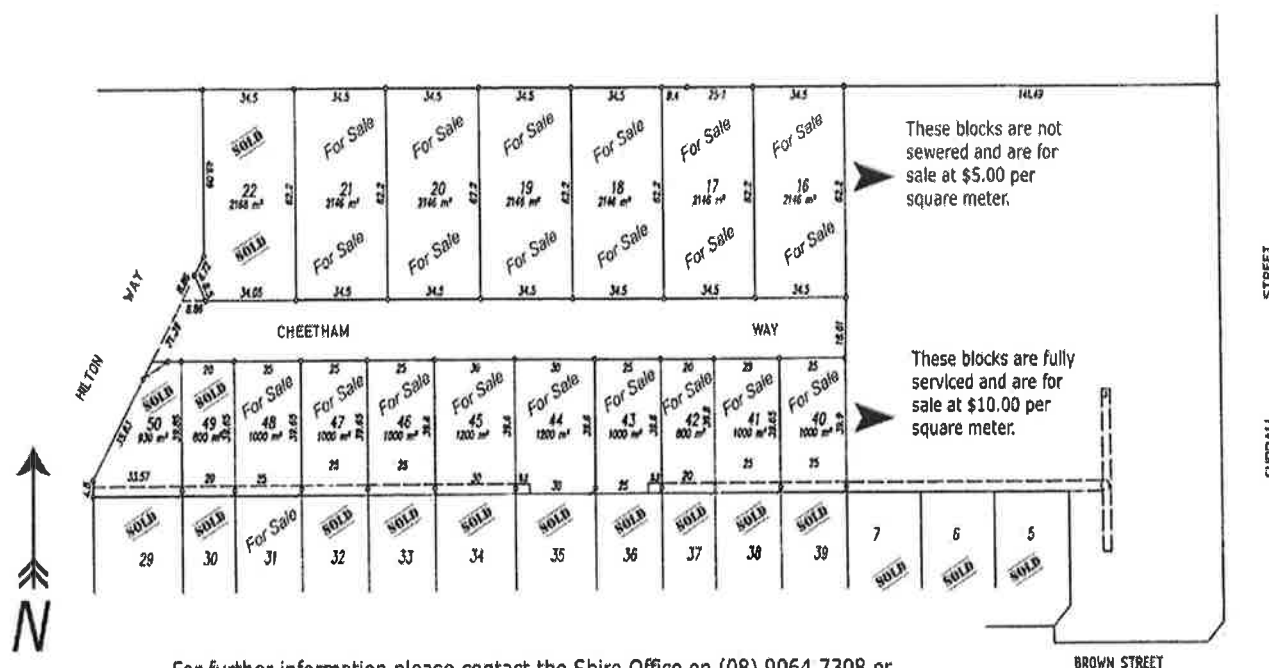
1. Advertise for one month for expressions of interest for blocks in Cheetham Way to gauge interest; and
2. Advertise expressions of interest for the development of larger rural style blocks of Avoca Farms.

CARRIED 9/0

Reason for change: Council was reluctant to reduce the asking price of these lots at this stage.



Residential Land For Sale & Pricing Schedule



For further information please contact the Shire Office on (08) 9064 7308 or
e-mail: narembeen@westnet.com.au

The Narembeen Shire Council released the Cheetham Way blocks in January 2002 at the prices indicated above. Council have made a decision to increase the cost of these blocks so that within 3 years the full development cost of the block will be recovered in the sale price.

Future sale prices of the blocks will be as follows;

Lots 40 to 47 Cheetham Way (Sewered)

1st November 2006	1st July 2007	1st July 2008
\$15 per m2	\$20 per m2	\$25 per m2
\$15,000 per 1000m2	\$20,000 per 1000m2	\$25,000 per 1000m2

Lots 17 to 20 Cheetham Way (Unsewered)

1st November 2006	1st July 2007	1st July 2008
\$8 per m2	\$11 per m2	\$14 per m2
\$17,168 per 2146m2	\$23,606 per 2146m2	\$30,044 per 1000m2

For further information please contact the Chief Executive Officer.

Ryan Duff
Chief Executive Officer
ceo@narembeen.com

8. Executive Manager Corporate Services

AGENDA ITEM: - Executive Manager Corporate Services Report

Subject:	Executive Manager Corporate Services Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	10 th October 2018
Attachments:	Nil

SUMMARY

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

BACKGROUND

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

COMMENT

Mt Arrowsmith Tennis Club

On the September long weekend, the Mt Arrowsmith Tennis club hosted the Smith Family Reunion. Mrs Chris Padfield wrote to me following the event:

Hello Bonnie,

The Smith Family Reunion at Mt Arrowsmith went off very well. The site and the facilities were just magnificent. All family members certainly appreciated the work put in by the Shire to present the place as an excellent place to free camp. Which leads me to advise Council that we had a voluntary donation box and raised enough money to pay for the cool room to be fixed (\$470) and \$120 left over to help pay for the electricity. I have given this to the Shire already.

The cool room was used and certainly appreciated and is now functional for any future event. The water pump was also fixed. The Wilson family provided a truck for fresh water as the water at Arrowsmith is brackish and not suitable for drinking. I think the pine tree by the tank doesn't help. Should a sign be put up to warn people off this?

Thank you

Chris Padfield

It was lovely to receive such positive feedback from residents regarding one of our lesser used facilities and I hope that the area can be used to its full tourism potential into the future.

Business Continuity Plan

On Monday and Tuesday 8th and 9th October 2018, I met with Michael Sparks, Senior Risk Consultant from LGIS to develop a Business Continuity Plan for the Shire of Narembreen. LGIS provide this to us at no cost. The BCP gives staff a guide in the event of a business disruption. The basis of this plan can be used for both major events and much small incidents where business is interrupted. Chris and I will amend the plan to suit out specific

circumstances over the coming weeks and present to Council in due course for your information. It is not a requirement that this plan is adopted by Council.

Rubbish Bin Collection Audit

I mentioned last month that, together with Avon Waste, I undertook a review of rubbish bins out for collection. Since that time I have written to a number of ratepayers requesting clarification on their bin services. A number were paying for only one service however, had 2 or more rubbish bins out for collection.

Feedback from these letters has been mixed. A number of people have indicated that they wish to continue with one service and only put one bin out. There has also been a number of people who have enquired about getting the bigger 240 litre bins rather than the 140 litres bins issued.

I contacted Avon Waste to discuss our options with regard to this. In some on the other RoeROC Council's, commercial properties can be issued with 240 litre bins upon request. However, residential properties must retain the 140 litre bins only. There are some concerns about the larger bins being removed from the commercial properties to be used at the residential however, Avon Waste have advised that when the driver sees this, they are able to tell us the serial number to find where it belongs and return it to its correct address.

I have been contacted by the owner of one residential property asking if they can have a 240 litre bin at their house as the 140 litre is not big enough. I advised this request will have to go to Council.

I do not believe Council will want to create a precedent for this and as such I believe that any residential properties who have more rubbish than can be collected should either purchase an additional service at a costs of \$374.00 per annum or have an additional bin which does not go out for collection and is deposited to the transfer station by the tenant/ratepayer.

CONSULTATION

Chris Jackson

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Narembreen Strategic Community Plan 2017 – 2027

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council confirm that all residential properties with rubbish services remain with the 140 litre rubbish bin and the 240 litre recycling bin. Commercial properties may be provided with a 240 litre rubbish bin, upon written request and at the cost of the ratepayer.

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. 2nd Cr.

CARRIED /

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN **MOTION** - Moved Cr. 2nd Cr.

CARRIED /

AGENDA ITEM: 8.5. - Shire Council & Community Resource Centre Office Opening & Closure over Christmas/New Year Holiday Period 2018

Subject:	Shire Council & Community Resource Centre Office Opening & Closure over Christmas/New Year Holiday Period 2018
Applicant:	Shire of Narembeen
File Ref:	ADM150
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	21 st September 2018
Attachments:	Nil

SUMMARY

Council to discuss office opening hours over the December Holiday period.

BACKGROUND

In previous years the Shire of Narembeen and the Narembeen Community Resource Centre offices have closed for a period between Christmas and New Year. This closure did not present any difficulty during the 2017/2018 closure period.

COMMENT

Western Australia Public Holidays for 2018/2019 are as follows:

Tuesday 25th December 2018 – Christmas Day
Wednesday 26th December 2018 – Boxing Day
Tuesday 1st January 2019 – New Year's Day

The following office opening and closing dates are proposed:

Closed – Tuesday 25th December 2018 (Public Holiday)
Closed – Wednesday 26th December 2018 (Public Holiday)
Closed – Thursday 27th December 2018 (Public Service Day)
Closed – Friday 28th December 2018
Closed – Saturday 29th December 2018 (Weekend)
Closed – Sunday 30th December 2018 (Weekend)
Closed – Monday 31st December 2018
Closed – Tuesday 1st January 2019 (Public Holiday)
Re-opening – 8.30 am Wednesday 2nd January 2019

Staff will be required to take RDO's or annual leave for the work days not covered by public holidays or public service days.

The CEO will ensure that arrangements are in place and staff are available to undertake required tasks during this period and in the event of an emergency within the Shire.

CONSULTATION

Office Staff

STATUTORY IMPLICATIONS

Local Government Act 1995

Section 2.7. The role of Council

(1) The Council –

- a. Directs and controls the local government's affairs; and
- b. Is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the Council is to –

- a. Oversee the allocation of the local government's finances and resources;
and
- b. Determine the local government's policies.

Section 3.1. General Function

- (1) The general function of a local government is to provide for the good government of persons in its district.
- (2) The scope of the general function of a local government is to be construed in the context of its other functions under this Act or any other written law and any constraints imposed by this Act or any other written law on the performance of its functions.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That:-

1. The Shire of Narembeen and the Narembeen Community Resource Centre offices be closed to the public over the Christmas/New Year period, commencing at 4.30pm on Monday 24th December 2018 at 4.30pm and re-open to the public at 8.30 am on Wednesday 2nd January 2019.
2. The office closure be advertised in the Fencepost, the Shire website and on appropriate notice boards.
3. The CEO ensures arrangements are in place and staff are available to undertake required tasks during this period in the event of an emergency within the Shire.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5. - Council Meetings 2019

Subject:	Council Meeting Dates and Time 2019
Applicant:	Shire of Narembeen
File Ref:	AMD195
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	21 st September 2018
Attachments:	Nil

SUMMARY

Council is requested to consider Ordinary Council Meeting dates and times for 2019.

BACKGROUND

Council is required by statutory processes to consider and adopt the ordinary Council and Committee meeting dates for 2019 including venue, time and place and the advertising of this information to the public.

COMMENT

Council policy 4.2.13 stipulates when Council holds its ordinary meetings, being the third Wednesday of every month, except for January, commencing at 2.30pm.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

LOCAL GOVERNMENT ACT 1995 (as amended)

Section 5.25. Regulations about council and committee meetings and committees

- (1) *Without limiting the generality of section 9.59, regulations may make provision in relation to —*
 - g) *the giving of public notice of the date and agenda for council or committee meetings;*

LOCAL GOVERNMENT (Administration) REGULATIONS 1996

Regulation 12. Public notice of council or committee meetings — s. 5.25(1)(g)

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
 - (a) *the ordinary council meetings; and*
 - (b) *the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Policy 4.2.13

The Ordinary Meeting of Council will be held on the third Wednesday of each month commencing at 2.30pm, unless varied by Council for a specific purpose from time to time. Council meetings will not be held in January of each year, unless a Special meeting is arranged.

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council resolves to hold its Ordinary Council meetings for 2019 on the third Wednesday of every month with the exception of the month of January, commencing at 2.30pm and to be held at the Council Chambers, 1 Longhurst Street Narembeen.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM : Narembeen Community Resource Centre Report – October 2018

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:	5 th October 2018
Attachments:	Nil

SUMMARY

Council is to consider the Community Resource Centre report for October 2018.

BACKGROUND

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

COMMENT

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

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

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

Community Training

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

Business Training

The CRC continues to provide training opportunities for the business community. Last weekend we held the HR/HC and MC lessons and tests, this has been popular.

John Curtin Weekend

We hosted 18 students from John Curtin University for their annual 'John Curtin Weekend'. They assisted at Wadderin by cleaning the rain water drains and also cleaned up Avoca Farm. They were all lovely students and it was a pleasure working with them. I do struggle to engage with community groups and asking for help with projects, I hope this will change next year so we can do something different with the students.

CONSULTATION

Sheree Thomas, Community & Economic Development Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

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

Goal 3: We contribute to a healthy community.

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.5 - September 2018 Schedule of Accounts

Subject:	September 2018 Schedule of Accounts
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Vanessa Wittstock
Date:	8 th October 2018
Attachments:	List of Payments and Credit Card Statements

SUMMARY

For Council to review the payments made in September 2018.

BACKGROUND

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

Municipal Cheque Account:	\$	451,547.78
CRC Cheque Account:	\$	25,251.38

COMMENT

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

EFT11357	13/09/2018	BGC Construction	Progress Claim No. 3 Narembeen Community Prescient Project No #70647	\$	46,126.34
EFT11363	13/09/2018	Core Business Australia Pty Ltd	AGRN743 WANDRRA Claim 18 - July 2018	\$	56,363.63
EFT11365	13/09/2018	Department Of Fire And Emergency Services (FESA)	ESLB 1st Quarter Emergency Services Levy Payment Contribution	\$	14,981.40
EFT11369	13/09/2018	Great Southern Fuel Supplies	20.000 litres Diesel for Depot	\$	27,397.15
EFT11379	13/09/2018	Narembeen Shire Council	Roadworks on town site bypass 9th August - 5th September 2018	\$	46,568.80
EFT11389	13/09/2018	Stephanie Laurie Settlements	Petryne Park Nominees Pty Ltd Road Widening - DP #413065	\$	10,497.47
EFT11394	13/09/2018	WALGA	2018 WA Local Government Convention - Kellie Mortimore	\$	6,370.00
EFT11395	18/09/2018	Richard Dennison	Install hardstand + cross overs & excavate footings + ramp	\$	13,050.40
EFT11396	18/09/2018	Signet	1200x orange traffic cones	\$	7,933.20
EFT11400	26/09/2018	Avon Waste	399 general waste services x 4 weeks	\$	10,263.63
EFT11402	26/09/2018	Busselton City Construction Pty Ltd	Supply paint + paint all timber doors at Rec Centre	\$	5,720.00
EFT11431	26/09/2018	Synergy - Western Power	Electricity Charges 08 Aug - 12 Sep 2018 Payment#5660509226	\$	15,137.65
EFT11434	26/09/2018	Western Australian Treasury Corporation	Loan No. 128 Interest payment -	\$	40,421.47
EFT11435	26/09/2018	Western Stabilisers	Lime stabilised subgrade for Soldiers Road	\$	53,927.79
DD9681.3	06/09/2018	WA Local Government	Payroll deductions	\$	9,156.42

		Superannuation Plan		
DD9696.3	20/09/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 8,757.50
DD9700.1	24/09/2018	Bankwest	Accommodation LG Conference , INTERCONTINENTAL PERTH	\$ 8,020.20

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Reg11. Payment of accounts

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

Reg 12. Payments from municipal fund or trust fund

1. A payment may only be made from the municipal fund or the trust fund –
 - a. If the local government has delegated the CEO the exercise of its power to make payments from those funds by the CEO; or
 - b. Otherwise, if the payment is authorised in advance by a resolution of the council
2. The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Reg 13. List of Accounts

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared;
 - a. The payee's name;
 - b. The amount of the payment;

- c. The date of the payments; and
 - d. Sufficient information to identify the transaction.
- 2. A list of accounts for approval to be paid is to be prepared each month showing:
 - a. For each account which required council authorisation in that month –
 - i. The payee's name;
 - ii. The amount of the payment; and
 - iii. Sufficient information to identify the transaction.
 - b. The date of the meeting of the council to which the list is to be presented.
- 3. A list prepared under sub regulation (1) or (2) is to be –
 - a. Presented to the council at the next ordinary meeting of council after the list is prepared; and
 - b. Recorded in the minutes of that meeting.

FINANCIAL IMPLICATIONS

Shire of Narembeen 2018/2019 Budget

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

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

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /



SHIRE OF NAREMBEEN

SCHEDULE OF ACCOUNTS SUBMITTED TO COUNCIL 8 OCTOBER 2018

Chq/EFT	Date	Name	Description	Amount
EFT11350	04/09/2018	Arthur Cousins	Cel Fi mobile phone repeater for NB1 & 1NB	\$ 2,232.00
EFT11351	04/09/2018	Automatic Solutions	1x GSM remote control	\$ 340.00
EFT11352	07/09/2018	Ropswest	Excess for insurance claim for 2012 caterpillar roller	\$ 500.00
EFT11353	13/09/2018	Ag Implements Narembeen	front mud guard kit	\$ 1,732.92
EFT11354	13/09/2018	All Ways Foods	toilet paper, paper towel, laundry liquid	\$ 156.60
EFT11355	13/09/2018	Aust Post	Postage Charges August 2018	\$ 225.88
EFT11356	13/09/2018	Australian Services Union	Payroll deductions	\$ 49.80
EFT11357	13/09/2018	BGC Construction	Progress Claim No. 3 Narembeen Community Prescient Project No #70647	\$ 46,126.34
EFT11358	13/09/2018	BGC Quarries	56 tonnes Metal Dust	\$ 275.22
EFT11359	13/09/2018	CJB Carpentry	Remove existing fence and install new fencing + 2 gates	\$ 4,625.50
EFT11360	13/09/2018	Chris Bray Electrics Pty Ltd	Install external waterproof power point in garden	\$ 799.70
EFT11361	13/09/2018	Civic Legal	Property Transfer for new road at Fricker Road	\$ 3,792.80
EFT11362	13/09/2018	Conplant Ammann Australia	Diff lock valve	\$ 305.35
EFT11363	13/09/2018	Core Business Australia Pty Ltd	AGRN743 WANDRRA Claim 18 - July 2018	\$ 56,363.63
EFT11364	13/09/2018	Covs	10x globes	\$ 255.46
EFT11365	13/09/2018	Department Of Fire And Emergency Services (FESA)	ESLB 1st Quarter Emergency Services Levy Payment Contribution	\$ 14,981.40
EFT11366	13/09/2018	Donovan Ford	1x fog lamp	\$ 322.84
EFT11367	13/09/2018	Easifleet	Payroll deductions	\$ 664.83
EFT11368	13/09/2018	Edgecombes Jewellers	Shire Councilors Plaque	\$ 70.00
EFT11369	13/09/2018	Great Southern Fuel Supplies	20,000 litres Diesel for Depot	\$ 27,397.15
EFT11370	13/09/2018	Irving Holdings WA	Fuel	\$ 783.32
EFT11371	13/09/2018	Joondalup Resort	Conference Accommodation & Meals for Arthur Cousins 13/08 - 17/08/18	\$ 974.60
EFT11372	13/09/2018	Market Creations	Corporate Identity - Brand extension to website design	\$ 1,430.00
EFT11373	13/09/2018	Merredin Toyota (avn Northam Pty Ltd)	Service for Skeleton Weed Vehicle	\$ 321.59
EFT11374	13/09/2018	Narembeen IGA	Set top box & August refreshments & staff amenities	\$ 835.90
EFT11375	13/09/2018	Narembeen Community Resource Centre	Printing new emergency facility opening invites + address labels on special card	\$ 130.40
EFT11376	13/09/2018	Narembeen Hardware and Ag Supplies - Building A/C	1 litre ironize + plastic fuel can, roller cover + roller tray	\$ 336.49
EFT11377	13/09/2018	Narembeen Hardware and Ag Supplies - Shire Workshop	impl jack (2250kg max load) + freight	\$ 333.45
EFT11378	13/09/2018	Narembeen Medical Centre	Employment Medical - Teresa Cousins & Surgery Consult Isaac Fitch	\$ 216.30
EFT11379	13/09/2018	Narembeen Shire Council	Roadworks on town site bypass 9th August - 5th September 2018	\$ 46,568.80
EFT11380	13/09/2018	Narembeen Tyre service	2x tyres + 2x tubes	\$ 704.00
EFT11381	13/09/2018	Navada Computer Services Pty Ltd	New PC + setup, install + transfer data at Doctor's Surgery	\$ 1,116.75
EFT11382	13/09/2018	Ness Gas Supplies	2x 45kg gas bottle	\$ 520.00
EFT11383	13/09/2018	P M Services Narembeen	Waste Station Manager Wages 25/08 - 07/09/18	\$ 2,496.00

EFT11384	13/09/2018	PC & JE Kennedy	Cement supplied & poured	\$	3,600.00
EFT11385	13/09/2018	Perfect Computer Solutions Pty Ltd	Repairs on Rachael's & Bonnie's Computer (Problems with internet + Synergy training video)	\$	170.00
EFT11386	13/09/2018	Personalised Ribbons	10metres red satin ribbon	\$	24.00
EFT11387	13/09/2018	Repeat Plastics (WA)	Bollards for Netball Courts	\$	480.71
EFT11388	13/09/2018	Statewide Vehicle Hoist Service WA	Inspection and service of vehicle hoist	\$	550.00
EFT11389	13/09/2018	Stephanie Laurie Settlements	Road Widening Kondinin Road Transfer Costs	\$	10,497.47
EFT11390	13/09/2018	T - Quip	LH lift arm + bushes	\$	532.25
EFT11391	13/09/2018	Toll Ipec Pty Ltd	Freight for new washing machine	\$	277.15
EFT11392	13/09/2018	Truckline	4x black plastic mudguards	\$	242.00
EFT11393	13/09/2018	WA Contract Ranger Services	Ranger Services 30/08 + 04/09/2018	\$	1,238.87
EFT11394	13/09/2018	WALGA	2018 WA Local Government Convention	\$	6,370.00
EFT11395	18/09/2018	Richard Dennison	Install hardstand + cross overs & excavate footings + ramp	\$	13,050.40
EFT11396	18/09/2018	Signet	1200x orange traffic cones	\$	7,933.20
EFT11397	26/09/2018	Ag Implements Narembene	Hat	\$	23.21
EFT11398	26/09/2018	Australian Safety Engineers (WA)	5year service & repair of BA Set at pool	\$	201.92
EFT11399	26/09/2018	Australian Services Union	Payroll deductions	\$	49.80
EFT11400	26/09/2018	Avon Waste	Rubbish & Recycling Collection August	\$	10,263.63
EFT11401	26/09/2018	Bovell Surveys Pty Ltd	Survey by land surveys for Fricker/Soldiers Road Set out	\$	3,058.00
EFT11402	26/09/2018	Busselton City Construction Pty Ltd	Supply paint + paint all timber doors at Rec Centre	\$	5,720.00
EFT11403	26/09/2018	CJD Equipment Pty Ltd	1x belt, 1x fan + 1x belt tensioner	\$	1,133.37
EFT11404	26/09/2018	Civic Legal	Audit Letter 2018	\$	495.00
EFT11405	26/09/2018	Cody Express Transport	Freight for end walls	\$	504.90
EFT11406	26/09/2018	Connelly Images	Medical Centre Relocation Sign	\$	734.80
EFT11407	26/09/2018	Conplant Ammann Australia	18t smooth drum vibrating roller	\$	2,486.00
EFT11408	26/09/2018	Covs	20litre truck wash	\$	79.20
EFT11409	26/09/2018	Dorcas Clothing	Wash, bleach & iron 15x white table cloths	\$	150.00
EFT11410	26/09/2018	Fasifleet	Payroll deductions	\$	664.83
EFT11411	26/09/2018	Eastern Hills Saws And Mowers	4x 25-2 brush cutter heads	\$	190.00
EFT11412	26/09/2018	Grasstrees Australia	2kg fertiliser for grass trees	\$	43.20
EFT11413	26/09/2018	Great Southern Fuel Supplies	August Fuel Charges for CEO Car	\$	147.93
EFT11414	26/09/2018	Henry Schein Regional Pty Ltd	Monthly Digital IT support	\$	35.00
EFT11415	26/09/2018	Initial	Sanitary Disposal Services 10/09 - 26/06/19 (13 visits p.a.)	\$	750.07
EFT11416	26/09/2018	Ixom	Chlorine	\$	84.57
EFT11417	26/09/2018	JR And A Hersey Pty Ltd	5l cooler drinker, earplugs, smoke protective glasses, cleaning brush, sliding knife	\$	1,992.27
EFT11418	26/09/2018	Key2 Creative	Annual website maintenance and support	\$	1,573.00
EFT11419	26/09/2018	Market Creations	Corporate Identity Logo Revisions	\$	1,287.00
EFT11420	26/09/2018	Moore Stephens	Audit Certification of Wheatbelt Development Commission - Emergency Services Facility	\$	1,540.00
EFT11421	26/09/2018	Narembene Engineering And Steel Supplies	Supply 12x tubes grey concrete sealer/glue	\$	909.70
EFT11422	26/09/2018	Narembene P & C Association	Catering (Afternoon tea) for official opening for the new emergency services facility on	\$	1,325.00
EFT11423	26/09/2018	Narembene Tyre service	repair tyres	\$	65.00
EFT11424	26/09/2018	P M Services Narembene	Waste Station Management Wages 08/09 - 21/09/18	\$	2,496.00

EFT11425	26/09/2018	Perfect Computer Solutions Pty Ltd	Resetup for printer settings 15/08/2018 + monthly fee for daily monitoring	\$ 212.50
EFT11426	26/09/2018	SW Taylor	12mths revision of OSH processes and ongoing support - Safety Solutions Services 2018/2019	\$ 1,100.00
EFT11427	26/09/2018	Sara Hall	Expenses for Petrol (800km)	\$ 150.00
EFT11428	26/09/2018	Sheree Rhodes	Reimbursement for purchase of wine goblets, serviettes & plates from Lombard The Paper People	\$ 129.64
EFT11429	26/09/2018	Shire of Cunderdin	Velpic Software annual subscription 2018/19 (Online Training Platform)	\$ 455.91
EFT11430	26/09/2018	Strange Images Photography	On site photo session 1hour for new emergency services facility opening	\$ 395.00
EFT11431	26/09/2018	Synergy - Western Power	Electricity Charges 08 Aug - 12 Sep 2018 Payment#5660509226	\$ 15,137.65
EFT11432	26/09/2018	Toll Ipec Pty Ltd	Freight from Global Industry (Pellet Racking)	\$ 203.67
EFT11433	26/09/2018	Varley Transport	Transport of 56 tonnes metal dust from BGC Quarries to Narembreen	\$ 1,498.42
EFT11434	26/09/2018	Western Australian Treasury Corporation	Loan payments	\$ 40,421.47
EFT11435	26/09/2018	Western Stabilisers	Lime stabilised subgrade for Soldiers Road	\$ 53,927.79
EFT11436	26/09/2018	Wheatbelt Business Network	Full WBN + CCIWA Membership	\$ 302.50
EFT11437	26/09/2018	Will Pearce	Reimbursement for accommodation + parking at Melbourne Hotel (RoeRoc Dinner 02/08/2018)	\$ 160.00
EFT11438	26/09/2018	Winstons Meat And Provisions	Catering for Council Meetings + Staff-get-together	\$ 214.78
EFT11439	26/09/2018	Work Globber	Uniform for Brendan Jobson + Casey Conopo	\$ 481.06
TOTAL EFT PAYMENTS				\$ 415,744.86

Chq/EFT	Date	Name	Description	Amount
DD9681.1	06/09/2018	Australian Super	Superannuation contributions	\$ 875.04
DD9681.2	06/09/2018	CBUS Super	Superannuation contributions	\$ 471.51
DD9681.3	06/09/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 9,156.42
DD9681.4	06/09/2018	West State Super	Superannuation contributions	\$ 400.81
DD9681.5	06/09/2018	Prime Superannuation Fund	Superannuation contributions	\$ 204.34
DD9681.6	06/09/2018	Plum Super Fund	Superannuation contributions	\$ 229.71
DD9681.7	06/09/2018	AMP Life Limited	Superannuation contributions	\$ 241.11
DD9681.8	06/09/2018	IOOF Employer Super	Superannuation contributions	\$ 321.98
DD9696.1	20/09/2018	Australian Super	Superannuation contributions	\$ 881.21
DD9696.2	20/09/2018	CBUS Super	Superannuation contributions	\$ 471.51
DD9696.3	20/09/2018	WA Local Government Superannuation Plan	Payroll deductions	\$ 8,757.50
DD9696.4	20/09/2018	West State Super	Superannuation contributions	\$ 400.81
DD9696.5	20/09/2018	Prime Superannuation Fund	Superannuation contributions	\$ 204.34
DD9696.6	20/09/2018	Plum Super Fund	Superannuation contributions	\$ 229.71
DD9696.7	20/09/2018	AMP Life Limited	Superannuation contributions	\$ 241.11
DD9696.8	20/09/2018	IOOF Employer Super	Superannuation contributions	\$ 321.98
DD9700.1	24/09/2018	Bankwest	Credit Card Payments	\$ 8,020.20
DD9707.1	18/09/2018	On Hold Productions PTY LTD	OnHold Recording Charges	\$ 75.90
DD9707.2	13/09/2018	Nib Health Insurance	Health insurance for Bonnie Cole	\$ 198.34
DD9707.3	10/09/2018	Commander Australia Pty Ltd	Admin Phone Charges	\$ 68.51
TOTAL DIRECT DEBIT PAYMENTS				\$ 31,772.04

Chq/EFT	Date	Name	Description	Amount
11044	13/09/2018	Shire Of Narembreen Payroll Trust Deductions	Payroll deductions	\$ 150.00
11045	13/09/2018	Synergy - Western Power	Electricity Charges for 79 streetlights 25 Jul - 24 Aug 2018	\$ 1,147.00
11046	13/09/2018	Telstra	Phone Charges up to 24th August 2018	\$ 2,526.62
11047	26/09/2018	Telstra	Phone Charges up to 09 Sep 2018 - VES	\$ 53.94
11048	cancelled			
11049	26/09/2018	Water Corporation	Water Charges for Standpipe at Kondinin-Narembreen Road 11 Jul - 12 Sep 2018	\$ 153.32
TOTAL CHEQUE PAYMENTS				\$ 4,030.88
TOTAL MUNICIPAL PAYMENTS				\$ 451,547.78

Chq/EFT	Date	Name	Description	Amount
00023292	4/09/2018	Shire of Narembreen - Supplier	August 2018 Salaries & Superannuation	\$ 8,531.25
00023293	4/09/2018	A-Team Printing	Booklets & Cards - Client Purchases	\$ 501.60
00023294	4/09/2018	Copier Support	July August 2018 Printer Charges	\$ 264.80
00023295	4/09/2018	Navada Computers Greenwood	2 x Hard Drives	\$ 265.90
00023296	2/09/2018	APRA Amcos	Licence Fee for music	\$ 92.70
00023297	2/09/2018	Australia Post	Australia Post Account	\$ 2.95
00023298	14/09/2018	Rural Aid Ltd	Bay a Bale Auction Donations	\$ 10,800.00
00023299	3/09/2018	Australia Post	Postage charges	\$ 55.15
00023300	7/09/2018	Central Regional Tafe	Traineeship Kristie Lee - 4 Units	\$ 316.25
00023301		Cancelled		\$ -
00023302	4/09/2018	Office Works	Stationery	\$ 162.33
00023303		Cancelled		\$ -
00023304	21/09/2018	Accent Rubber Stamps & Trophies	Client Purchase	\$ 71.70
00023305	27/09/2018	Central Regional Tafe	Registration with worksafe, work books and course fees	\$ 2,439.85
00023306	30/09/2018	IGA	Staff Amenities, Seniors Club, Business Women's Network, forklift course, JCW	\$ 704.41
00023307	26/09/2018	Office Works	Paper	\$ 41.80
00023308	19/09/2018	Copier Support	Printer Charges	\$ 271.21
00023309	19/09/2018	Telstra	Phone Charges	\$ 137.59
00023310	25/09/2018	Synergy	Electricity Charges	\$ 591.90
TOTAL CRC PAYMENTS				\$25,251.38



Credit Card Purchases

EMCS 4 September 2018 - 1 October 2018

Date	Store	Description	Amount
3/09/2018	Officeworks	Stationery Order	\$ 486.38
4/09/2018	Auspire	Australia Day Items	\$ 186.07
16/09/2018	Quest Innaloo	Accommodation T Cousins Training	\$ 770.00
19/09/2018	Officeworks	White Board, Label Maker	\$ 545.90
19/09/2018	Sarah's Flowers	Flowers for R Moore	\$ 120.80
EMCS Credit Card Payments			\$ 2,109.15

CEO 4 September 2018 - 1 October 2018

Date	Store	Description	Amount
1/09/2018	Godfrey's Vacuum Cleaners	New Vacuum Cleaner	\$ 368.95
15/09/2018	Godfrey's Vacuum Cleaners	Steam Cleaner for C Park	\$ 129.00
27/09/2018	Officeworks	A3 poster frame, Rubber Bands	\$ 76.87
CEO Credit Card Payments			\$ 574.82



Account Number 5586 0207 8811 5284

Period 4 Sep 18 - 1 Oct 18

Monthly Spend Limit \$10,000

SUMMARY OF YOUR SPEND

Purchases	\$574.82
Cash Advances & Balance Transfers	\$0.00

274BC3C 000118 (053N)

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

YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
01 SEP 18	GODFREYS VACUUM CLEA	MYAREE		\$368.95	
15 SEP 18	GODFREYS VACUUM CLEA	MYAREE		\$129.00	
27 SEP 18	OFWKS ONLINE BENTLEIGH	E 03	AUS	\$76.87	
Total				\$574.82	\$0.00

Reviewed

Authorised

Account Number **5586 0203 0212 1909**

Period **4 Sep 18 - 1 Oct 18**

Monthly Spend Limit **\$10,000**

SUMMARY OF YOUR SPEND

Purchases	\$2,109.15
Cash Advances & Balance Transfers	\$0.00

YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
03 SEP 18	OFWKS ONLINE BENTLEIGH	E 03	AUS	\$486.38	
04 SEP 18	AUSPIRE	NEDLANDS	WA	\$186.07	
16 SEP 18	QUEST INNALOO	INNALOO	WA	\$770.00	
19 SEP 18	OFWKS ONLINE BENTLEIGH	E 03	AUS	\$545.90	
19 SEP 18	SARAHS FLOWERS PTY L	MILTON		\$120.80	
Total				\$2,109.15	\$0.00



Reviewed



Authorised

AGENDA ITEM: 8.5.6 - Financial Report September 2018

Subject:	Financial Report September 2018
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	2 nd October 2018
Attachments:	September 2018 Financial Report, Bank Reconciliation for September 2018, September 2018 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 30 September 2018.

COMMENT

Council's closing position at 30 September 2018 amounts to \$2,649,679 with current assets of \$5,980,344 and \$2,451,037 of reserve funds.

CONSULTATION

Finance Officer
Administration Officer
Senior Staff

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations

Reg 34 Financial Activity Statement

FINANCIAL IMPLICATIONS

Shire of Narembeen 2018/2019 Budget

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Receive the Shire of Narembeen's Financial Report for the month of September 2018;
2. Receive the bank reconciliation for the month of September 2018 for all Shire Bank Accounts; and
3. Receive the Narembeen Community Resource Centre Financial Report for the month of September 2018.
4. Receive the Outstanding Rates Report as at 8th October 2018

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT

For the Period Ended 30 September 2018

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

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Note 6 Receivables

Note 7 Cash Backed Reserves

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Note 9 Rating Information

Note 10 Information on Borrowings

Note 11 Grants and Contributions

Note 12 Trust

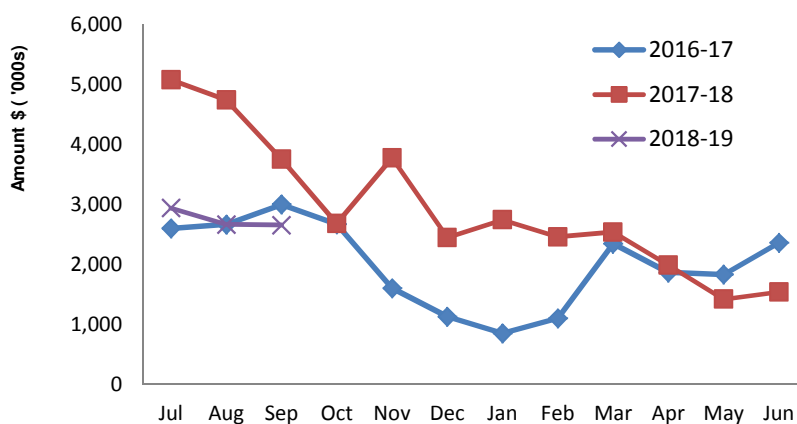
Note 13 Capital Expenditure

Shire of Narembeen

Monthly Summary Information

For the Period Ended 30 September 2018

Liquidity Over the Year (Refer Note 3)



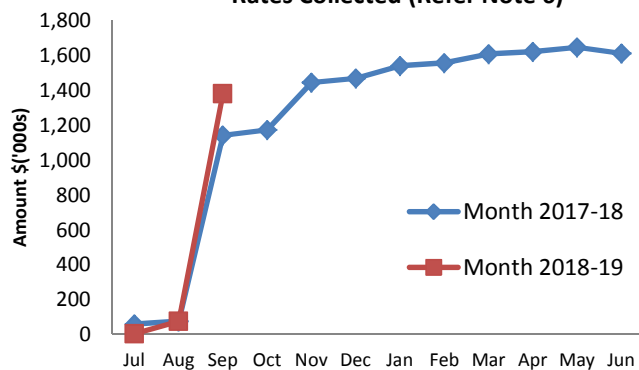
Cash and Cash Equivalents as at period end

Unrestricted	\$	3,038,661
Restricted	\$	2,451,035
	\$	5,489,696

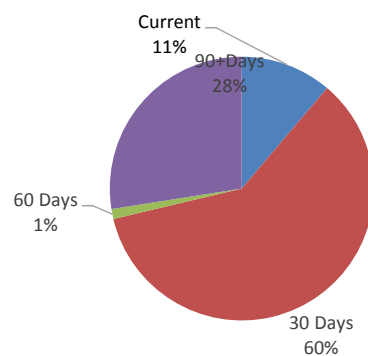
Receivables

Rates	\$	421,882
Other	\$	32,430
	\$	454,312

Rates Collected (Refer Note 6)



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



Comments

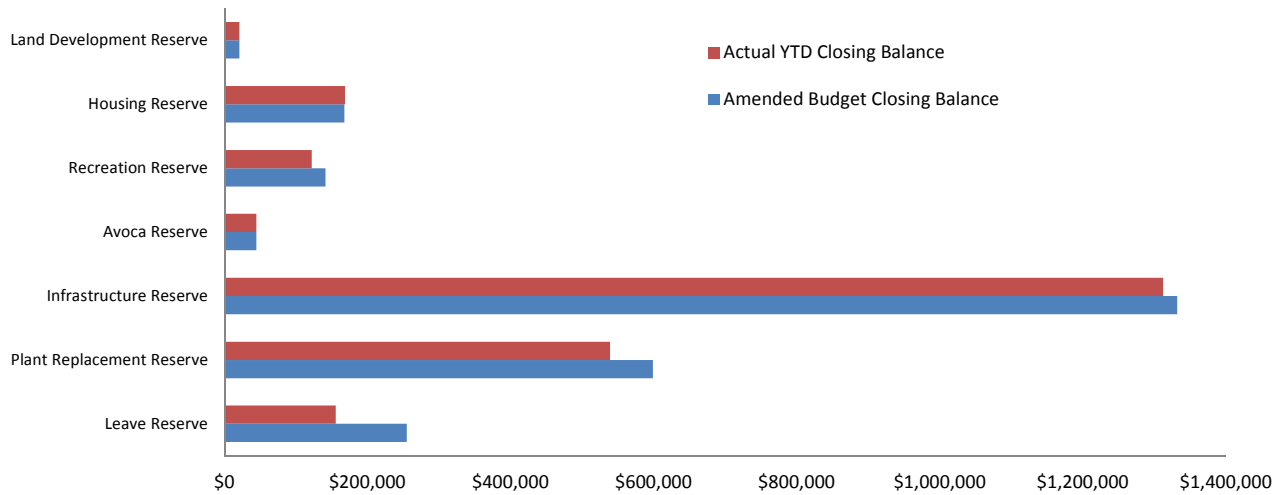
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Narembeen

Monthly Summary Information

For the Period Ended 30 September 2018

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



Comments

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

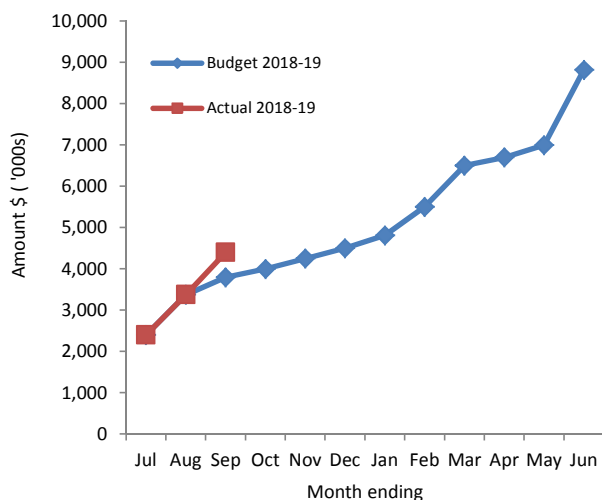
Shire of Narembeen

Monthly Summary Information

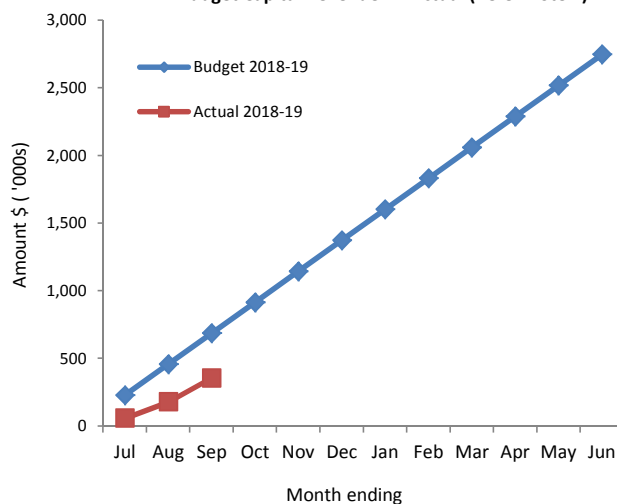
For the Period Ended 30 September 2018

Revenues

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

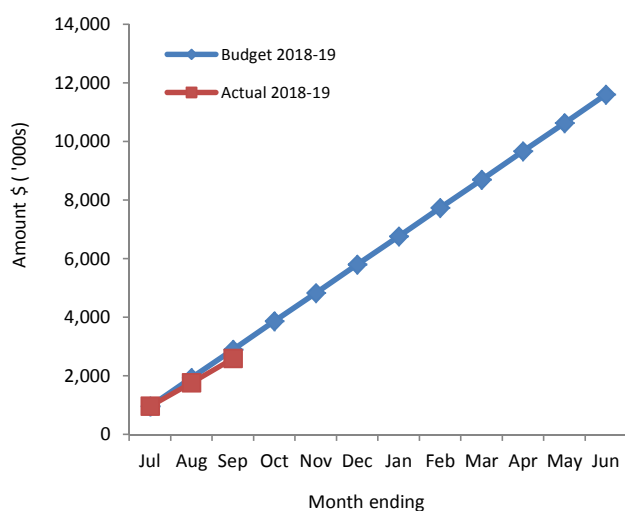


Budget Capital Revenue -v- Actual (Refer Note 2)

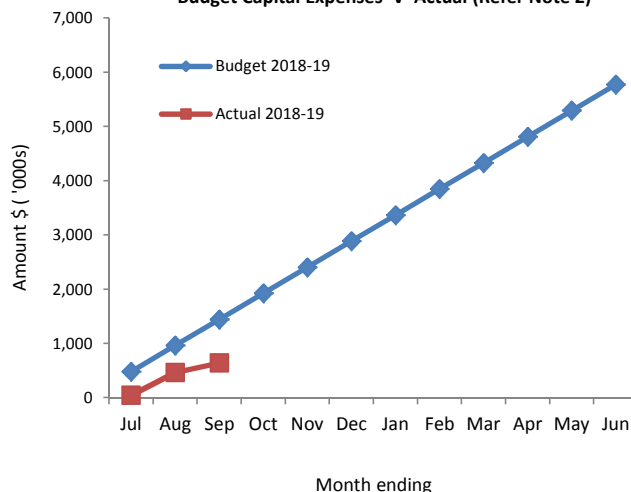


Expenditure

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



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



Comments

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

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 30 September 2018 of \$2,649,678.

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: Chris Jackson

Date prepared: 3-Oct-18

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 September 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		44,000	10,995	25,262	14,267	129.76%	
General Purpose Funding - Rates	9	1,669,192	1,669,192	1,719,255	50,063	3.00%	
General Purpose Funding - Other		1,156,467	(962,791)	242,272	1,205,063	(125.16%)	
Law, Order and Public Safety		71,166	(157,218)	52,366	209,584	(133.31%)	
Housing		120,793	30,953	28,479	(2,474)	(7.99%)	
Community Amenities		462,747	(78,416)	125,145	203,561	(259.59%)	
Recreation and Culture		57,005	(2,424)	16,209	18,633	(768.67%)	
Transport		4,359,520	331,364	1,559,990	1,228,626	370.78%	▲
Economic Services		256,800	64,188	171,447	107,259	167.10%	▲
Other Property and Services		667,007	166,734	107,757	(58,977)	(35.37%)	▼
Total Operating Revenue		8,864,697	1,072,577	4,048,181	2,975,604		
Operating Expense							
Governance		(364,779)	(108,351)	(264,044)	(155,693)	(143.69%)	▼
General Purpose Funding		(117,860)	(29,460)	(880)	28,580	97.01%	▲
Law, Order and Public Safety		(210,201)	(52,683)	(28,079)	24,604	46.70%	▲
Health		(171,933)	(43,127)	(22,983)	20,144	46.71%	▲
Housing		(198,966)	(50,641)	(31,868)	18,773	37.07%	▲
Community Amenities		(814,547)	(207,803)	(95,958)	111,845	53.82%	▲
Recreation and Culture		(1,191,014)	(302,624)	(124,076)	178,548	59.00%	▲
Transport		(7,582,040)	(1,914,831)	(1,913,095)	1,736	0.09%	
Economic Services		(507,202)	(130,364)	(63,482)	66,882	51.30%	▲
Other Property and Services		(450,417)	(96,952)	(42,007)	54,945	56.67%	▲
Total Operating Expenditure		(11,608,959)	(2,936,836)	(2,586,471)	350,365		
Funding Balance Adjustments							
Add back Depreciation		3,825,297	956,301	0	(956,301)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(36,698)	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		1,044,337	(907,958)	1,461,710	2,369,668		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,747,016	686,748	355,349	(331,399)	(48.26%)	
Proceeds from Disposal of Assets	8	200,280	0	0	0		
Total Capital Revenues		2,947,296	686,748	355,349	(331,399)		
Capital Expenses							
Land and Buildings	13	(1,737,373)	(194,939)	(194,939)	0	0.00%	
Infrastructure - Roads	13	(2,795,393)	(253,934)	(253,934)	0	0.00%	
Plant and Equipment	13	(1,136,249)	(187,816)	(187,816)	0	0.00%	
Furniture and Equipment	13	(90,000)	(2,712)	(2,712)	0	0.00%	
Total Capital Expenditure		(5,759,015)	(639,401)	(639,401)	0		
Net Cash from Capital Activities		(2,811,719)	47,347	(284,052)	(331,399)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		6,275	0	0	0		
Transfer from Reserves	7	572,373	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(67,639)	(30,297)	(30,297)	0	0.00%	
Transfer to Reserves	7	(222,011)	(9,143)	(9,143)	0	0.00%	
Net Cash from Financing Activities		288,998	(39,441)	(39,441)	0		
Net Operations, Capital and Financing		(1,478,384)	(900,051)	1,138,218	2,038,269		
Opening Funding Surplus(Deficit)	3	1,493,384	1,493,384	1,511,460	18,076		
Closing Funding Surplus(Deficit)	3	15,000	593,333	2,649,678	2,056,345		

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 30 September 2018

	Note	Amended Annual Budget	YTD Actual (b)
Operating Revenues		\$	\$
Rates	9	1,669,192	1,669,948
Operating Grants, Subsidies and Contributions	11	5,917,036	2,003,460
Fees and Charges		1,151,926	349,013
Service Charges		0	
Interest Earnings		79,800	25,760
Other Revenue		0	1
Profit on Disposal of Assets	8	46,743	
Total Operating Revenue		8,864,697	4,048,182
Operating Expense			
Employee Costs		(1,929,582)	(512,602)
Materials and Contracts		(5,310,774)	(1,896,416)
Utility Charges		(253,550)	(53,265)
Depreciation on Non-Current Assets		(3,825,297)	0
Interest Expenses		(54,949)	(14,392)
Insurance Expenses		(195,262)	(109,089)
Other Expenditure		(29,500)	(707)
Loss on Disposal of Assets	8	(10,045)	0
Total Operating Expenditure		(11,608,959)	(2,586,471)
Funding Balance Adjustments			
Add back Depreciation		3,825,297	0
Adjust (Profit)/Loss on Asset Disposal	8	(36,698)	0
Adjust Provisions and Accruals		0	0
Net Cash from Operations		1,044,337	1,461,711
Capital Revenues			
Grants, Subsidies and Contributions	11	2,747,016	355,349
Proceeds from Disposal of Assets	8	200,280	0
Total Capital Revenues		2,947,296	355,349
Capital Expenses			
Land and Buildings	13	(1,737,373)	(194,939)
Infrastructure - Roads	13	(2,795,393)	(253,934)
Plant and Equipment	13	(1,136,249)	(187,816)
Furniture and Equipment	13	(90,000)	(2,712)
Total Capital Expenditure		(5,759,015)	(639,401)
Net Cash from Capital Activities		(2,811,719)	(284,052)
Financing			
Proceeds from New Debentures		0	0
Proceeds from Advances		0	0
Self-Supporting Loan Principal		6,275	0
Transfer from Reserves	7	572,373	0
Advances to Community Groups		0	0
Repayment of Debentures	10	(67,639)	(30,297)
Transfer to Reserves	7	(222,011)	(9,143)
Net Cash from Financing Activities		288,998	(39,441)
Net Operations, Capital and Financing		(1,478,384)	1,138,219
Opening Funding Surplus(Deficit)	3	1,493,384	1,511,460
Closing Funding Surplus(Deficit)	3	15,000	2,649,679

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

SHIRE OF NAREMBEEN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 September 2018

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget
Operating Revenues	\$	\$	\$
Governance	44,000		44,000
General Purpose Funding - Rates	1,669,192		1,669,192
General Purpose Funding - Other	1,156,467		1,156,467
Law, Order and Public Safety	71,166		71,166
Housing	120,793		120,793
Community Amenities	462,747		462,747
Recreation and Culture	57,005		57,005
Transport	4,359,520		4,359,520
Economic Services	256,800		256,800
Other Property and Services	667,007		667,007
Total Operating Revenue	8,864,697	0	8,864,697
Operating Expense			
Governance	(364,779)	(16,188)	(380,967)
General Purpose Funding	(117,860)		(117,860)
Law, Order and Public Safety	(210,201)		(210,201)
Health	(171,933)		(171,933)
Housing	(198,966)		(198,966)
Community Amenities	(814,547)		(814,547)
Recreation and Culture	(1,191,014)		(1,191,014)
Transport	(7,582,040)		(7,582,040)
Economic Services	(507,202)		(507,202)
Other Property and Services	(450,417)		(450,417)
Total Operating Expenditure	(11,608,959)	(16,188)	(11,625,147)
Funding Balance Adjustments			
Add back Depreciation	3,825,297		3,825,297
Adjust (Profit)/Loss on Asset Disposal	(36,698)		(36,698)
Adjust Provisions and Accruals			0
Net Cash from Operations	1,044,337	(16,188)	1,028,149
Capital Revenues			
Grants, Subsidies and Contributions	2,747,016		2,747,016
Proceeds from Disposal of Assets	200,280		200,280
Total Capital Revenues	2,947,296	0	2,947,296
Capital Expenses			
Land Held for Resale	0		0
Land and Buildings	(1,737,373)		(1,737,373)
Infrastructure - Roads	(2,795,393)		(2,795,393)
Infrastructure - Public Facilities	0	(30,000)	(30,000)
Infrastructure - Footpaths	0		0
Infrastructure - Drainage	0		0
Heritage Assets	0		0
Plant and Equipment	(1,136,249)		(1,136,249)
Furniture and Equipment	(90,000)		(90,000)
Total Capital Expenditure	(5,759,015)	(30,000)	(5,789,015)
Net Cash from Capital Activities	(2,811,719)	(30,000)	(2,841,719)
Financing			
Proceeds from New Debentures			0
Self-Supporting Loan Principal	6,275		6,275
Transfer from Reserves	572,373		572,373
Repayment of Debentures	(67,639)		(67,639)
Transfer to Reserves	(222,011)	0	(222,011)
Net Cash from Financing Activities	288,998	0	288,998
Net Operations, Capital and Financing	(1,478,384)	(46,188)	(1,524,572)
Opening Funding Surplus(Deficit)	1,493,384		1,493,384
Closing Funding Surplus(Deficit)	15,000	(46,188)	(31,188)

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

"Economic: A strong, resilient and balanced economy.

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

Social: Our community enjoys a high quality of life.

Civic Leadership: A collaborative and engaged community."

(s) Reporting Programs

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 2: EXPLANATION OF MATERIAL VARIANCES BY REPORTING PROGRAM

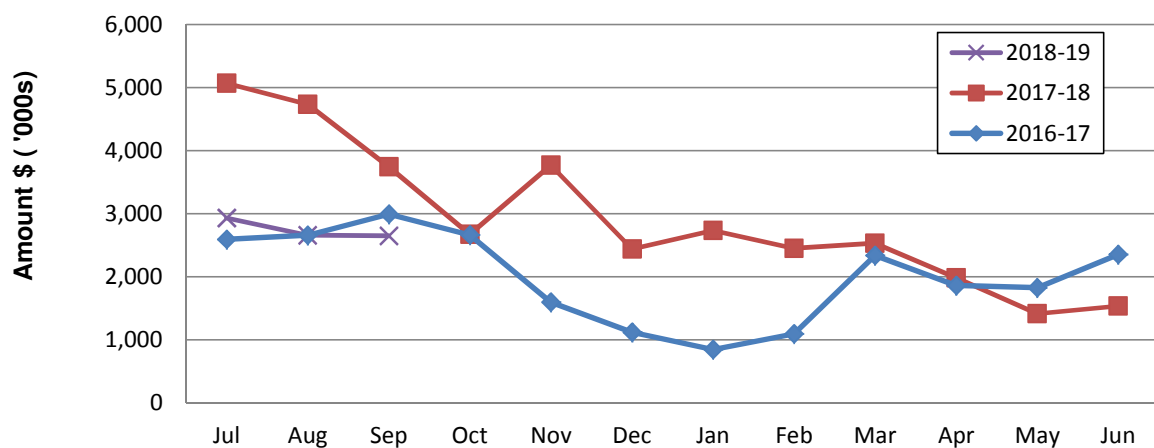
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	14,267	129.76%			
General Purpose Funding - Rates	50,063	3.00%			
General Purpose Funding - Other	1,205,063	(125.16%)		Timing	Timing profile error
Law, Order and Public Safety	209,584	(133.31%)		Timing	ESL raised with rates and grant for CCTV
Health	0				
Housing	(2,474)	(7.99%)			
Community Amenities	203,561	(259.59%)		Timing	Rubbish raised with rates
Recreation and Culture	18,633	(768.67%)		Timing	Annual fees raised
Transport	1,228,626	370.78%	▲	Timing	WANDRRA Funding
Economic Services	107,259	167.10%	▲	Timing	Skeleton weed funding received
Other Property and Services	(58,977)	(35.37%)	▼	Timing	Private Works not undertaken
Operating Expenditure					
Governance	(155,693)	(143.69%)	▼	Timing	Reallocations not performed
General Purpose Funding	28,580	97.01%	▲	Timing	Discount allowed allocated
Law, Order and Public Safety	24,604	46.70%	▲		
Health	20,144	46.71%	▲		
Housing	18,773	37.07%	▲		
Community Amenities	111,845	53.82%	▲	Timing	Timing of Works undertaken
Recreation and Culture	178,548	59.00%	▲	Timing	Timing of Works undertaken
Transport	1,736	0.09%			
Economic Services	66,882	51.30%	▲	Permanent	
Other Property and Services	54,945	56.67%	▲	Timing	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)			
Note	YTD 30 Sep 2018	Previous Period	Same Period Last year
	\$	\$	\$
Current Assets			
Cash Unrestricted	4 3,038,661	2,384,574	3,148,717
Cash Restricted	4 2,451,035	2,448,218	2,054,924
Receivables - Rates	6 421,882	519,666	409,118
Receivables -Other	6 53,834	74,745	508,855
Inventories	14,932	14,932	15,513
	5,980,344	5,442,135	6,137,126
Less: Current Liabilities			
Payables	(569,992)	(54,659)	(62,775)
Provisions	(340,705)	(340,705)	(302,889)
	(910,696)	(395,364)	(365,664)
Less: Cash Reserves	7 (2,451,037)	(1,873,668)	(2,054,924)
Net Adjustment for Borrowings.	31,068	61,365	38,022
Net Current Funding Position	2,649,679	3,234,467	3,754,560

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	CRC \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Account	0.01%	2,936,057				2,936,057	BankWest	At Call
Operating Account	0.01%				31,963	31,963	Bankwest	At Call
Trust Bank Account	0.01%			22,889		22,889	BankWest	At Call
Reserve Account	1.25%		2,451,035			2,451,035	BankWest	At Call
Cash Management Account	1.25%	4,791				4,791	BankWest	At Call
(b) Term Deposits								
Gold Term Deposit	2.50%				65,000	65,000	BankWest	01-Jan-19
Total		2,940,848	2,451,035	22,889	96,963	5,511,735		

Comments/Notes - Investments

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
4211300	Budget Adoption		Opening Surplus	\$	\$	\$	\$
	Permanent Changes						0
	New Entry Statements as per rebranding	6711/18	Capital Expenses			(30,000)	(30,000)
	Admin Computer Charges - Upgrade Website	6711/18	Operating Expenses			(16,188)	(46,188)
							(46,188)
							(46,188)
							(46,188)
							(46,188)
							(46,188)
							(46,188)
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							(46,188)
							(46,188)
							(46,188)
							(46,188)
							(46,188)
							(46,188)
				0	0	(46,188)	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 6: RECEIVABLES

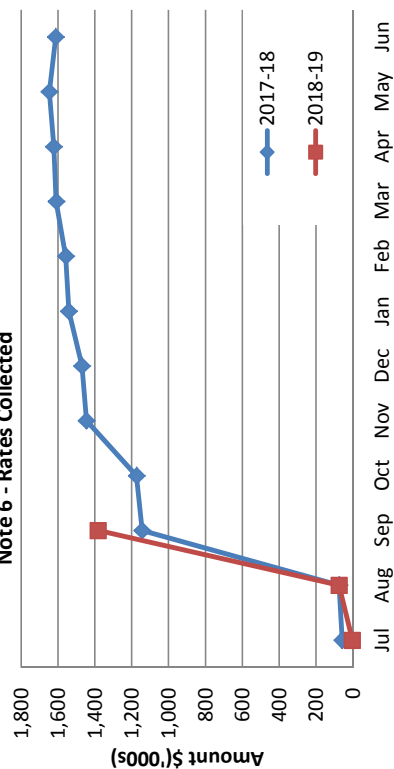
Receivables - Rates Receivable

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

Net Rates Collectable
 % Collected

YTD 30 Sep 2018	30 June 2018
\$ 82,539	\$ 87,332
1,720,816	
(1,381,473)	
421,882	87,332
(421,882)	87,332
80.28%	0.00%

Note 6 - Rates Collected

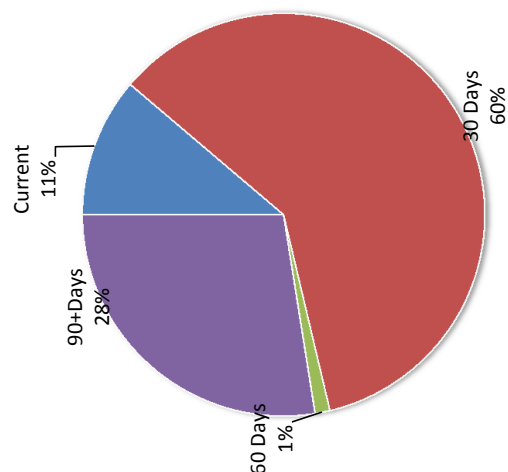


Comments/Notes - Receivables Rates

Receivables - General	Current	30 Days	60 Days	90+Days
Receivables - General	\$ 3,633	\$ 19,489	\$ 388	\$ 8,921
Total Receivables General Outstanding				32,430

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



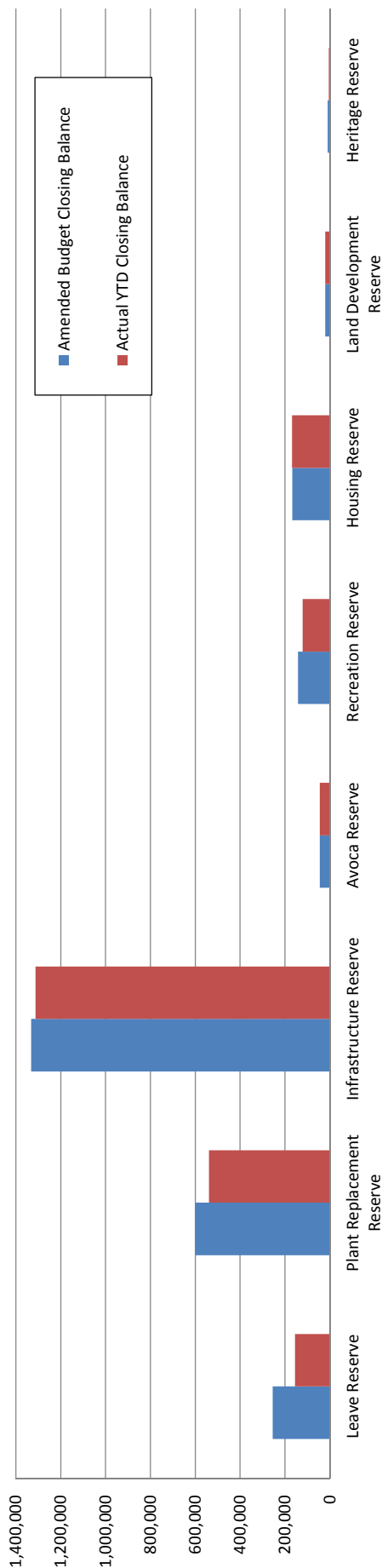
Comments/Notes - Receivables General

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 7: Cash Backed Reserve

2018-19		Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
	Name	\$	\$	\$	\$	\$	\$	\$		\$	\$
	Leave Reserve	155,077	0	581	100,000	0	0	0		255,077	155,657
	Plant Replacement Reserve	537,223	0	2,012	62,011	0	0	0		599,234	539,235
	Infrastructure Reserve	1,307,151	0	4,894	25,000	0	0	0		1,332,151	1,312,046
	Avoca Reserve	44,433	0	166	0	0	0	0		44,433	44,600
	Recreation Reserve	121,459	0	455	20,000	0	0	0		141,459	121,914
	Housing Reserve	167,806	0	628	0	0	0	0		167,806	168,435
	Land Development Reserve	20,807	0	78	0	0	0	0		20,807	20,884
	Heritage Reserve	5,075	0	19	5,000	0	0	0		10,075	5,094
	Medical Service Support Reserve	82,861	0	310	10,000	0	0	0		82,861	83,172
	Bendering Landfill Renewal Reserve										
		2,441,893	0	9,143	222,011	0	0	0	0	2,653,904	2,451,037

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 30 September 2018

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Amended Current Budget YTD 30 09 2018			Comments
Cost \$	Accum Depr \$	Proceeds \$	Profit (Loss) \$	Amended Annual Budget Profit/(Loss) \$	Actual Profit/(Loss) \$	Variance \$	
			0	20,631	0	(20,631)	
			0	3,600	0	(3,600)	
			0	0	0	0	
			0	17,500	0	(17,500)	
			0	(10,045)	0	10,045	
			0	5,012	0	(5,012)	
			0	0	0	0	
0	0	0	0	36,698	0	(36,698)	

Comments - Capital Disposal/Replacements

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE												
General Rate		0.1224	220	1,735,612	212,356	(1,487)	0	210,869	212,356	0	0	212,356
GRV		0.0145	327	101,722,500	1,472,331	0	0	1,472,331	1,472,331	0	0	1,472,331
UV		0.0145	2	89,423	1,294	0	0	1,294	639	0	0	639
UV Mining												
Sub-Totals			549	103,547,535	1,685,981	(1,487)	0	1,684,494	1,685,326	0	0	1,685,326
Minimum Payment		Minimum \$										
GRV		455.00	17	7,735	7,735	0	0	7,735	7,735	0	0	7,735
UV		455.00	43		19,565	(455)	0	19,110	19,565	0	0	19,565
UV Mining		455.00	21	89,423	9,555		0	9,555	8,190	0	0	8,190
Sub-Totals			81	97,158	36,855	(455)	0	36,400	35,490	0	0	35,490
Discount								1,720,894				1,720,816
Amount from General Rates								(50,932)				(51,624)
Specified Area Rates								1,669,962				1,669,192
Totals								1,669,962				1,669,192

Comments - Rating Information

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

10. INFORMATION ON BORROWINGS
(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 127 Homes for the Aged (SSL)	67,155			6,274	67,155	60,881	(16)	2,773
Loan 125 Swimming Pool	218,521		9,050	18,402	209,471	200,119	7,299	14,295
Loan 128 Recreation Centre	698,802		14,192	28,758	684,610	670,044	18,379	36,384
Loan 129 Solar Panels	59,170		7,055	14,205	52,115	44,965	796	1,497
	1,043,648	0	30,297	67,639	1,013,351	976,009	26,457	54,949

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 11: GRANTS AND CONTRIBUTIONS

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

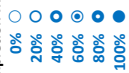
SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 12: TRUST FUND

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

Description	Opening Balance 1 Jul 18	Amount Received	Amount Paid	Closing Balance 30-Sep-18
	\$	\$	\$	\$
Wadderin Reserve	0			0
Sundry Deposits	1,800		(200)	1,600
Gym Card Bonds	6,538	1,500	(300)	7,738
Nominations	0			0
BCITF Levy	0			0
Building Services Levy	0	1,770	(1,770)	0
Joint Venture Bonds	2,350	850		3,200
Wheatbelt Railway Retention Alliance	8,981			8,981
	19,669	4,120	(2,270)	21,519

Level of Completion Indicators



SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD 31
○ ○	Buildings				
	Law Order & Public Safety				
	emergency Services Facility		9,185	(9,185)	0
	Law & Order Total	0	9,185	(9,185)	0
○	Community Amenities				
	Cemetery Entrance and Niche Wall upgrade		0	0	137,373
	Community Shed – Replace Apron, Flashing & Roof Repairs	(137,373)	0	0	7,000
	Community Amenities Total	(144,373)	0	0	144,373
○ ○	Health				
	CRC & Medical Centre Extension	(1,250,000)	138,635	1,111,365	
	Health Total	(1,250,000)	138,635	1,111,365	
○ ○	Housing				
	10A Ada Street - Replace carpets	(5,000)	0	0	5,000
	Housing Total	(5,000)	0	0	5,000
○	Recreation And Culture				
	Netball Fence Installation	(30,000)	23,705	6,295	
	Lesser Hall Interpretation Centre	(185,000)	0	0	185,000
	Recreation Centre - Upgrade Gas HWS	(40,000)	0	0	40,000
	Roads Board Building	(60,000)	0	0	60,000
	Recreation And Culture Total	(315,000)	23,705	231,295	
○	Transport				
	Depot Storage Shed Concrete Floor	(23,000)	23,414	46,414	
	Transport Total	(23,000)	23,414	0	
○ ○	Other Property and Services				
	Fire prevention		0	0	15,000
	Numbats - Replace Floor	(15,000)	0	0	15,000
	Buildings Total	(1,737,373)	194,939	1,482,848	

Note 13: CAPITAL ACQUISITIONS

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Shire of Narembeen

Bank Reconciliation - September 2018

BW account # GL Account #	Municipal 5347926 11590100	Restricted Cash 0059637 1590200	Reserves 5347900 1595500	Trust 5347934 1591000
Balance as per GL Cash at Bank GEN	\$ 2,936,056.90	\$ 4,791.00	\$ 2,451,034.93	\$ 22,889.65
Plus				
Unpresented Cheques/EFT	2,629.52			\$ -
Outstanding as per Synergy report	2,629.52	0.00	0.00	0.00
PLUS				
tober receipt posted to Sept Banking not deposited	(82.50) (620.95)			
TOTAL	(703.45)	0.00	0.00	0.00
Total	\$ 2,937,982.97	\$ 4,791.00	\$ 2,451,034.93	\$ 22,889.65
Balance as per BW Statement	\$ 2,937,982.97	\$ 4,791.00	\$ 2,451,034.93	\$ 22,889.65
Difference	\$ -	\$ -	\$ -	\$ -

OUTSTANDING CHEQUES

Muni

11034 \$ 5.52
11026 \$ 2,624.00
11041
11042
11043

\$ 2,629.52

Trust

\$ -

Prepared By:

Teresa Cousins

Checked By:

Bonnie Cole

Signed:

Teresa Cousins

Signed:

Bonnie Cole

Date:

2/10/18

Date:

2/10/18

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Balance Sheet

As of September 2018

5/10/2018
10:32:29 AM

Assets		
Trading Cheque Account		\$55,977.10
Petty Cash		\$100.00
Cash Sale Float		\$100.00
Undeposited Funds		\$430.90
Term Deposit 917		\$65,000.00
Withholding Credits		
Trade Debtors	\$5,700.52	
Total Withholding Credits		\$5,700.52
Leasehold Improvements		
Electronic Clearing Account	\$0.00	
Total Leasehold Improvements		\$0.00
Total Assets		\$127,308.52
Liabilities		
Trade Creditors		\$4,283.08
Gym Bonds (Trust)		\$650.00
Gym Memberships		\$571.02
Pop-up Shop		\$120.00
GST Liabilities		
GST Collected	\$8,643.69	
GST Paid	-\$7,894.11	
Total GST Liabilities		\$749.58
Total Liabilities		\$6,373.68
Net Assets		\$120,934.84
Equity		
Retained Earnings		\$99,673.84
Prior Year Adjustment		\$40.63
Current Earnings		\$21,220.37
Total Equity		\$120,934.84

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Profit & Loss Statement

July 2018 through September 2018

5/10/2018
10:32:07 AM

Income		
Grants and Funding		
Service Contract Funding		
DRD Govt & Community Info	\$9,559.42	
DRD Economic & Business Dev	\$9,559.42	
DRD Hot Office Service	\$958.03	
DRD Social Development	\$4,579.19	
DRD - Traineeship Grant	\$38,500.00	
Dept Human Services	\$4,991.44	
Total Service Contract Funding	\$68,147.50	
Project/Event Funding		
Buy A Bale	\$10,901.00	
Total Project/Event Funding	\$10,901.00	
Merchandise Sales		
Souvenirs	\$2.00	
Directory Sales	\$524.15	
Customer Merchandise	\$1,172.01	
Total Merchandise Sales	\$1,698.16	
Total Grants and Funding	\$80,746.66	
Operational Income		
Memberships Income		
Membership	\$3,490.90	
Total Memberships Income	\$3,490.90	
Project Income		
Community Markets	\$81.81	
Networking Events	\$36.36	
Total Project Income	\$118.17	
Service Income		
Printing/Photocopying	\$3,584.97	
Fax Service	\$3.18	
Internet/Computer	\$56.38	
Customer Postage	\$4.54	
Binding	\$20.00	
Staff Assistance	\$1,153.39	
Desktop Publishing	\$675.91	
Laminating	\$197.00	
Media Conversion	\$10.00	
Large Format Printing	\$419.74	
Donations	\$31.60	
Photography Competition	\$36.36	
Interest Income	\$1,007.89	
Total Service Income	\$7,200.96	
Workshop Income		
Adult Workshops	\$1,945.47	
Seniors Movie Days	\$35.18	
Children's Workshops	\$40.91	
Total Workshop Income	\$2,021.56	
Total Operational Income	\$12,831.59	
Total Income		\$93,578.25
Cost of Sales		
Inactive Accounts		
Printing	\$88.66	
Total Cost of Sales		\$88.66
Gross Profit		\$93,489.59

Expenses

Grant and Funding Expenses

Operational Expenses

Profit & Loss Statement

July 2018 through September 2018

5/10/2018
10:32:08 AM

Traineeship	\$316.25	
Total Operational Expenses		\$316.25
Capital Funding Purchases		
Equipment Purchase	\$268.95	
Project/Event Expenses		
Other Grant Costs	\$807.44	
Networking Events	\$49.40	
Buy a Bale	\$10,800.00	
Total Project/Event Expenses		\$11,656.84
Merchandise Purchases		
Directory Purchases	\$1,876.27	
Customer Merch Purchases	\$808.46	
Canvas Frames	\$115.00	
Total Merchandise Purchases		\$2,799.73
Total Grant and Funding Expenses		\$15,041.77
Operational Expenses		
Photocopying & Printing Costs	\$852.07	
Laminating Costs	\$125.78	
Workshop Expenses		
Adult Workshops	\$5,252.55	
Children's Workshops	\$71.94	
Seniors Movie Day	\$13.13	
Total Workshop Expenses		\$5,337.62
Administrative Expenses		
Bank Charges	\$287.60	
Electricity	\$1,110.14	
Postage	\$102.21	
Stationery	\$313.25	
Internet Costs	\$121.11	
Telephone/Fax	\$1,025.15	
Amenities	\$56.08	
Licences	\$84.27	
Total Administrative Expenses		\$3,099.81
Staff Expenses		
Wages & Salaries	\$44,464.11	
Superannuation	\$3,348.06	
Total Staff Expenses		\$47,812.17
Regional Price Index Costs		
Total Operational Expenses		\$57,227.45
Total Expenses		\$72,269.22
Net Profit/(Loss)		\$21,220.37

Shire of Narembreen
Outstanding Rates as at 8th October 2018

Property Ass	Address	Outstanding Amount	Notes
A1006	36 Longhurst Street	\$ 1,021.85	Final Notice Sent 19/9/18
A1021	1 Wakeman Street	\$ 1,345.37	Final Notice Sent 19/9/18
A1022	4 Doreen Street	\$ 1,641.51	Final notice sent Letter sent 09/10/17 01/11/2017 - sent to AMPAC 13/12/17 payment plan agreement signed Legal fees Final Notice Sent 19/9/18
A1024	2 Longhurst street	\$ 39.93	Final Notice Sent 19/9/18 Discount Only
A1050	3 Wakeman Street	\$ 1,204.59	Final Notice Sent 19/9/18
A1058	17 Doreen Street	\$ 1,923.69	Owner rang on 22/11/16 advising to set up weekly repayments of \$100. No repayments demand letter sent 10/02/17 Contact made payments recommenced. Final Notice Sent 19/9/18
A1066	29 Churchill Street	\$ 1,591.59	Final Notice Sent 19/9/18, Payment plan Authorised by CEO Final Notice Sent 19/9/18
A1075	5 Doreen Street	\$ 5,148.93	In Estate - Caveat on property 29/05/18 letter seeking update, Waiting on sale Final Notice Sent 19/9/18
A1076	Lot 2 Latham Road	\$ 4,794.24	In Estate - Caveat on property 29/05/18 letter seeking update, Waiting on sale Final Notice Sent 19/9/18
A1077	10 Longhurst Street	\$ 608.88	Final Notice Sent 19/9/18 Payment Arrangement
A1083	51 Churchill Street	\$ 1,114.12	Final Notice Sent 19/9/18
A1084	11 Thomas Street	\$ 1,219.55	Reminder Letter sent 25/10/16, 17/01/17 sent final notice, Payment plan \$50 per fortnight 20/01/17 01/11/17 letter sent - new agreement signed
A1089	1 Northmore Street	\$ 1,155.89	Final Notice Sent 19/9/18
A1094	Lot 200 Currall Street	\$ 3,667.54	Final Notice Sent 19/9/18 - Payment Plan Auth by CEO
A1099	45 Thomas Street	\$ 1,166.21	Final Notice Sent 19/9/18
A1116	15 Doreen Street	\$ 2,759.45	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC Payment plan 29/05/18 reminder letter sent 04/07/18 sent to AMPAC Final Notice Sent 19/9/18
A1124	41 Currall Street	\$ 1,127.81	Final Notice Sent 19/9/18
A1143	42 Churchill	\$ 1,218.81	Payment plan - \$130PFN Final Notice Sent 19/9/18
A1157	13 Doreen	\$ 671.93	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC 11/12/17 made contact re payment, updated address details - Legal fees outstanding
A1182	17 Currall Street	\$ 1,422.28	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC Short payment due to interest Final Notice Sent 19/9/18
A1185	3 Ada Street	\$ 610.81	Final Notice Sent 19/9/18
A1197	23 Doreen	\$ 1,267.40	Final notice sent 09/10/17 sent letter Payment plan \$100 per FN Final Notice Sent 19/9/18
A1242	18 Thomas Street	\$ 2,452.17	Final Notice Sent 19/9/18, Payment plan Authorised by CEO
A1249	11 Wakeman Street	\$ 2,728.65	Reminder Letter sent 25/10/16, 17/01/17 sent final notice - 10/11/16 payment plan- no payments Demand letter sent 10/02/17 Sent to Ampac 09/03/17 15/05/17 plan to pay \$100 per fortnight 22/11/17 sent letter overdue payment plan Final Notice Sent 19/9/18
A1254	9 Northmore Street	\$ 1,660.20	Reminder Letter sent 25/10/16, 17/01/17 sent final Sent to Ampac 10/02/17 02/03/17 payment plan 22/11/17 sent letter overdue payment plan Final Notice Sent 19/9/18

A1256	17 Northmore Street	\$ 1,204.59	Final Notice Sent 19/9/18
			Reminder Letter sent 25/10/16, 17/01/17 sent final notice- 01/02/17 advised will pay \$500 per fortnigh Reminder of plan sent 22/03/17 Final notice 04/04/17 Sent to AMPAC. Skip trace done - not located Address obtained from WaterCorp - Final notice sent 09/10/17 AMPAC advised to reissue notice Part payment made Final Notice Sent 19/9/18
A1261	11 Northmore Street	\$ 3,308.82	Final Notice Sent 19/9/18
A1309	10 Cheetham Way	\$ 806.10	Legal fees Final Notice Sent 19/9/18
A2015	Coverley Road	\$ 11,104.13	sent to AMPAC. Agreement entered into 03/01/17 - last payment, currently 4 years unpaid rate Final Notice Sent 19/9/18
A2048	Dixon Road	\$ 11,970.46	sent to AMPAC. Agreement entered into 21/07/17 - last payment, currently 4 years unpaid rates
A2085	Wogarl East Road	\$ 144.04	Final Notice Sent 19/9/18 Discount Only
A2086	Lot 27524 Dixon Road	\$ 5,075.01	Final Notice Sent 19/9/18
			sent to AMPAC. Agreement entered into 03/10/16 - last payment, currently 6 years unpaid rates Final Notice Sent 19/9/18
A2092	1287 Wadderin-Graball Road	\$ 16,244.81	Final Notice Sent 19/9/18
A2825	11 Doreen Street	\$ 1,179.00	Final Notice Sent 19/9/18
A3015	Calzoni Road	\$ 13.54	Final Notice Sent 19/9/18 Interest
			sent to AMPAC. Agreement entered into 30/11/16 - last payment, currently 8 years unpaid rates Final Notice Sent 19/9/18
A3083	Soldiers Road	\$ 18,530.77	Final Notice Sent 19/9/18
			Reminder Letter sent 25/10/16 - Email received After harvest payment, email sent requesting payment plan 03/03/17 emailed regarding commencement of payment plan - confirmed payments to commence 05/01/18 letter re payments plan 06/02/18 Sent to AMPAC
A4047	Narembeen Boundary Road	\$ 6,254.24	Final notice sent 10/10/17 letter sent 05/01/18 letter re payment plan 06/02/18 Sent to AMPAC
A4072	Narembeen Boundary Road	\$ 5,105.59	discount , Final Notice Sent 19/9/18
A4089	1530 Billericay East Road	\$ 197.36	Overdue instalments, Final Notice Sent 19/9/18
A4132	Cheethams Road	\$ 4,382.65	Final Notice Sent 19/9/18 Discount Only
A5039	Soldiers Road	\$ 72.33	Final Notice Sent 19/9/18
A5120	Lot 8 Kondinin - NBN rd	\$ 537.00	Final Notice Sent 19/9/18
			sent to AMPAC. Agreement entered into. 6 years unpaid Final Notice Sent 19/9/18
A5124	Narembeen	\$ 4,094.95	Final Notice Sent 19/9/18
A5185	Soldiers Road	\$ 1,508.57	Final Notice Sent 19/9/18
A5187	2656 Calzoni Road	\$ 10,635.74	Final Notice Sent 19/9/18
			Waiting on owner dispute over sale 06/11/17 Settlement agent advised paperwork to be signed by owner 11/12/17 Owner to finalise with bank 20/02/18 Sent to AMPAC Final Notice Sent 19/9/18
A5195	Narembeen South Road	\$ 8,635.02	Final Notice Sent 19/9/18
			sent to AMPAC. Agreement entered into 3 Years outstanding Final Notice Sent 19/9/18
A5197	Lot 18341 Narembeen	\$ 29,961.14	Final Notice Sent 19/9/18
			Dispute over ownership Owner deceased - created 01/07/17 Final Notice Sent 19/9/18
A5247	2275 Corrigin - Narembeen Road	\$ 1,120.29	Final Notice Sent 19/9/18
A5253	E77/02393 mining	\$ 455.00	Final Notice Sent 19/9/18
A5265	2792 Dixon Road	\$ 2,731.35	Final Notice Sent 19/9/18

\$ 188,835.90

With AMPAC	\$ 111,745.85
Repayment Plan	\$ 21,097.93
Other	\$ 55,992.12
Deferred Rates	\$ -
Instalments	\$ 236,492.58
	\$ 425,328.48

Shire of Narembreen

Outstanding Rates as at 2nd August 2018

Property Ass	Ratepayer	Address	Outstanding Amount	Notes
A1022		4 Doreen Street	\$ 424.22	Final notice sent Letter sent 09/10/17 01/11/2017 - sent to AMPAC 13/12/17 payment plan agreement signed Legal fees
A1058	Fiona Smith	17 Doreen Street	\$ 1,311.11	Owner rang on 22/11/16 advising to set up weekly repayments of \$100. No repayments demand letter sent 10/02/17 Contact made payments recommenced
A1069		28 Thomas Street	\$ 10.91	Overdue due to late payment
A1075	Walter Jones	5 Doreen Street	\$ 4,009.38	In Estate - Caveat on property 29/05/18 letter seeking update, Waiting on sale
A1076	Superior Seed Cleaners	Lot 2 Latham Road	\$ 3,714.64	In Estate - Caveat on property 29/05/18 letter seeking update, Waiting on sale
A1084		11 Thomas Street	\$ 14.71	Reminder Letter sent 25/10/16, 17/01/17 sent final notice, Payment plan \$50 per fortnight 20/01/17 01/11/17 letter sent - new agreement signed
A1116		15 Doreen	\$ 1,488.61	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC Payment plan 29/05/18 reminder letter sent 04/07/18 sent to AMPAC
A1120		45 Churchill	\$ 461.07	Legal charges
A1138		Telstra	\$ 24.20	Final notice sent Late payment - interest
A1143		42 Churchill	\$ 1.39	Payment plan
A1157		13 Doreen	\$ 657.65	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC 11/12/17 made contact re payment, updated address details - Legal fees outstanding
A1182		17 Currall Street	\$ 12.06	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC Short payment due to interest
A1197		23 Doreen	\$ 11.11	Final notice sent 09/10/17 sent letter Payment plan \$100 per FN
A1249	Leigh Barsden	11 Wakeman Street	\$ 1,483.47	Reminder Letter sent 25/10/16, 17/01/17 sent final notice - 10/11/16 payment plan- no payments Demand letter sent 10/02/17 Sent to Ampac 09/03/17 15/05/17 plan to pay \$100 per fortnight 22/11/17 sent letter overdue payment plan
A1254		9 Northmore Street	\$ 934.10	Reminder Letter sent 25/10/16, 17/01/17 sent final Sent to Ampac 10/02/17 02/03/17 payment plan 22/11/17 sent letter overdue payment plan
A1261	Colin Fisher	11 Northmore Street	\$ 2,085.80	Reminder Letter sent 25/10/16, 17/01/17 sent final notice- 01/02/17 advised will pay \$500 per fortnigh Reminder of plan sent 22/03/17 Final notice 04/04/17 Sent to AMPAC. Skip trace done - not located Address obtained from WaterCorp - Final notice sent 09/10/17 AMPAC advised to reissue notice Part payment made
A1309			\$ 260.29	Legal fees
A2015	Elle Hall	Coverley Road	\$ 9,163.16	sent to AMPAC. Agreement entered into 03/01/17 - last payment, currently 3 years unpaid rate
A2048	Elle Hall	Dixon Road	\$ 10,099.20	sent to AMPAC. Agreement entered into 21/07/17 - last payment, currently 4 years unpaid rates
A2092	John Hall	1287 Wadderin-Graball Road	\$ 14,296.54	sent to AMPAC. Agreement entered into 03/10/16 - last payment, currently 5 years unpaid rates
A3083	Hall Farms	Soldiers Road	\$ 16,355.70	sent to AMPAC. Agreement entered into 30/11/16 - last payment, currently 7 years unpaid rates

A4047	Hillview Farm	Naremben Boundary Road	\$ 3,730.72	Reminder Letter sent 25/10/16 - Email received After harvest payment, email sent requesting payment plan 03/03/17 emailed regarding commencement of payment plan - confirmed payments to commence 05/01/18 letter re payments plan 06/02/18 Sent to AMPAC
A4072	Pine Hill	Naremben Boundary Road	\$ 2,602.69	Final notice sent 10/10/17 letter sent 05/01/18 letter re payment plan 06/02/18 Sent to AMPAC
A4076	Hythe Grazing Co.	Triangle Road	\$ 19.53	Late payment 10/10/17 letter sent
A4132		Cheethams Road	\$ 1,864.43	Overdue instalments
A5124	Marsworth Farms	Naremben	\$ 3,488.44	sent to AMPAC. Agreement entered into 5 years unpaid
A5195	Ryan Joyce	Naremben South Road	\$ 7,767.68	Waiting on owner dispute over sale 06/11/17 Settlement agent advised paperwork to be signed by owner 11/12/17 Owner to finalise with bank 20/02/18 Sent to AMPAC
A5197	Marsworth Farms	Lot 18341 Naremben	\$ 24,108.87	sent to AMPAC. Agreement entered into 2 Years outstanding
A5221		Reids Road	\$ 10.39	Overdue instalment
A5243	Pascoe	1367 Hyden North	\$ 15.63	Letter sent 23/11/17
A5247	R Owen	2275 Corrigin - Naremben Road	\$ 565.95	Dispute over ownership Owner deceased - created 01/07/17

\$ 110,993.65

A	With AMPAC	\$ 91,520.33
P	Repayment Plan	\$ 5,244.50
O	Other	\$ 14,228.82
D	Deferred Rates	\$ -
	Instalments	
		<u>\$ 110,993.65</u>

9 Urgent business as permitted by Council
--

Cr K Mortimore

Cr P Lines

Cr B Thomas

Cr B Cowan

Cr S Stirrat

Cr A Wright

Cr A Hardham

Cr R Cole

11 Date, time & place of next meeting
--

Wednesday 21st November 2018 at Narembreen Shire Council Chambers

12 Closure

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