



**ORDINARY COUNCIL MEETING
18 July 2023**

AGENDA ATTACHMENTS

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ATTACHMENT – AGENDA ITEM 6.1
Minutes Ordinary Council Meeting June 2023



Minutes for the 696th Ordinary Council Meeting

20 June 2023

COUNCIL CALENDAR

Date	Time	Meeting
18 July 2023	5.00pm	Ordinary Council Meeting
15 August 2023	5.00pm	Ordinary Council Meeting

JUNE MEETING PROGRAM

2.30pm	Council Forum
5.00pm	Ordinary Council Meeting
6.00pm	Electors Meeting

MEETING GUESTS

Nil

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MINUTES

Shire of Narembeen Ordinary Council Meeting Tuesday 20 June 2023, commencing at 5.00pm

1.0 Opening & Welcome

Presiding Person, Cr Kellie Mortimore welcomed everyone to the meeting and declared the meeting open at 5:10pm

2.0 Attendance & Apologies

Attendance

Councillors

Cr Kellie Mortimore	Shire President, Presiding Person
Cr Scott Stirrat	Deputy Shire President
Cr Chris Bray	Member
Cr Amy Hardham	Member
Cr Trevor Cole	Member
Cr Michael Currie	Member
Cr Warren Milner	Member
Cr Holly Cusack	Member

Officers

Paul Sheedy	Acting Chief Executive Officer
Ben Forbes	Executive Manager Corporate Services
Kathryn Conopo	Administration Officer (Minute Taker)
Diana Blacklock	Economic Development Officer

Apologies

Nil

Approved leave of absence

Nil

3.0 Declarations of Interest

Nil

4.0 Announcements

4.1 Application for leave of absence

Cr Mortimore and Cr Hardham request a leave of absence for the July 2023 Ordinary council meeting.

COUNCIL RESOLUTION

That Cr Hardham and Cr Mortimore's request for Leave of Absence for the July 2023 Ordinary Meeting of Council be approved.

MIN 7604/23

MOTION - Moved Cr. Milner

Seconded Cr. Stirrat

CARRIED 8 / 0

5.0 Public Question Time & Deputations (15 min)
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Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Tuesday 16 May 2023

RECOMMENDATION:

That the minutes of the meeting of the Shire of Narembeen Ordinary Meeting held on Tuesday 16 May 2023 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN 7605/23

MOTION - Moved Cr. Cole

Seconded Cr. Hardham

CARRIED 8 / 0

6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Tuesday 16 May 2023.

6.2 Receive Minutes - Plant Committee

6.2.1 Receive Minutes – Plant Committee Meeting held on Tuesday 20 June 2023

RECOMMENDATION:

That the minutes of the Plant Committee Meeting held on Tuesday 20 June 2023 be received.

MIN 7606/23

MOTION - Moved Cr. Bray

Seconded Cr. Currie

CARRIED 8 / 0

7.0 Status Report

RECOMMENDATION:

That the Status Report for June be received.

COUNCIL RESOLUTION

MIN 7607/23

MOTION - Moved Cr. Hardham

Seconded Cr. Currie

CARRIED 8 / 0

8.0 Reports

8.1 Chief Executive Officer

AGENDA ITEM: 8.1.1 – Councillor Fees and Allowances 2023/24

Subject:	Councillor Fees and allowances 2023/24
Applicant:	Not Applicable
File Ref:	ADM465
Disclosure of Interest:	Nil
Author:	Paul Sheedy- Acting Chief Executive Officer
Date:	6 June 2023
Attachments:	Nil

PURPOSE

Council is requested to consider and endorse the change from meeting fees to annual attendance fees for Councillors and President, payment of President and Deputy President allowances, Information and Communication Technology (ICT) allowance and travel reimbursement rate.

BACKGROUND

In past years Council has resolved to pay a per meeting fee.

May 2022

Councillors at the Councillor Discussion Forum discussed the merits of paying meeting fees versus attendance fees after it was raised by the Acting CEO.

CONSULTATION

Councillors, Acting Chief Executive Officer

STATUTORY IMPLICATIONS

Local Government Act 1995, sections 5.98 (5), 5.98A, 5.99 and 5.99A

5.98. Fees etc. for council members

- (5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —
- (a) the annual local government allowance determined for mayors or presidents; or
 - (b) where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.

5.98A. Allowance for deputy mayor or deputy president

- (1) A local government may decide* to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

** Absolute majority required.*

- (2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

5.99. Annual fee for council members in lieu of fees for attending meetings

A local government may decide* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B; or
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.

** Absolute majority required.*

5.99A. Allowances for council members in lieu of reimbursement of expenses

- (1) A local government may decide* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all eligible council members —
- (a) the annual allowance determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B for that type of expense; or
 - (b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975* section 7B for annual allowances for that type of expense, an allowance of that amount,

and only reimburse the member for expenses of that type in excess of the amount of the allowance.

** Absolute majority required.*

Salaries and Allowances Tribunal Act 1975 section 7

FINANCIAL IMPLICATIONS

The proposed recommendation to pay the minimum annual attendance fee for Councillors and a higher attendance fee to the President will see a 10% increase on the previous year's meeting fees total, whilst the inclusion of the ICT allowance will see overall costs rise from \$35,000 to \$45,500 plus \$3000 for travel reimbursement (was included last year also).

POLICY IMPLICATIONS

There are no policies relevant to this item.

RISK MANAGEMENT IMPLICATIONS

As the fees and allowances are within the SAT Band and determination there is no compliance risk and financial risks are considered low given the funds are allocated in the annual budget. Generally, the primary risk implication is reputational with potential negative comments in the community. However, given the low level of fees and allowances provide to the Councillors this risk is considered to be insignificant and unlikely, so the risk is assessed as being Low.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

4. CIVIC LEADERSHIP: Well governed and efficiently managed local government

4.2 Compliant and resourced Local Government

Corporate Business Plan 2022 – 2026

CIVIC LEADERSHIP

4.2 Compliant and resourced Local Government

4.2 (a) continue to meet compliance with statutory and regulatory requirements.

VOTING REQUIREMENTS

Absolute Majority

COMMENT

The recommendation to move to annual attendance fees versus paying a per meeting fee provides some administration benefits in that the Councillors are no longer required to complete a claim form every time they attend a Council, Committee or other prescribed meeting and staff also process a lot less forms (only twice a year).

The move to annual attendance fees will also allow for the accurate budget allocation as a set fee is determined prior to the budget being adopted each year versus additional claims being received for prescribed meetings which may or may not be claimed by individual Councillors.

The Salaries and Allowances Tribunal in its ruling 1 of 2023 resolved:

‘The Tribunal has determined Elected Member attendance fees, and annual allowance ranges be increased by 1.5%, rounded to the nearest \$5. The Tribunal considered this appropriate given the expectation of a degree of voluntary service as an elected member, and as fees and allowances are not intended to be full time salaries.’

Councillors are entitled to claim a reimbursement for IT (computer) and communications (telephone) expenses incurred in their role as a Councillor. Alternatively, the Council can decide to provide an annual ICT Allowance in lieu of reimbursement and regarding this allowance SAT has provide the following guidelines:

1. *‘In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:*
 - *the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;*
 - *the capacity of local governments to set allowances appropriate to their varying operational needs;*
 - *the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads); and*
 - *the varying travel requirements of council members in local governments associated with geography, isolation and other factors.*
2. *With respect to ICT expenses, the Tribunal’s intention is for the maximum annual allowance to cover the cost of providing ICT hardware and equipment. It is not the intention for the allowance to be paid in addition to providing equipment and hardware.*

The ICT Allowance is an allowance that has not previously been provided to Councillors and the recommendation includes a proposal to pay \$1,000 (28.5%) of the annual allowance as prescribed by the Salaries and Allowances Tribunal for a Band 4 local government.

The following allowances for a Band 4 (Narembeen) local government:

Allowance Type	Min	Max
President Allowance	\$535	\$20,875
Deputy President Allowance (max 25% of President allowance)		
Councillor Annual Attendance Fee	\$3,735	\$9,890
Mayor/President Annual Attendance Fee	\$3,735	\$20,325
ICT Annual Allowance	\$500	\$3,500

In the 2022/23 financial year the meeting attendance fees were set at a similar amount for both Councillors and the President. It should be noted that regarding the Annual Attendance Fee SAT provides for a similar minimum for Councillors and the President but a higher maximum for the President, which takes into consideration the *'responsibilities of a mayor, president or chair to preside over meetings.'*

There is no requirement to provide an annual attendance fee for the President that is more than that provided to Councillors, but my experience with past local governments is that generally the fee provided to the President is up to twice the Councillor fee.

The 2022/23 budget included provision for the President Allowance to be increased from \$7,000 to \$7,200. Whilst SAT has increased the Band levels by 1.5% given that the President generally has not been claiming travel costs in most instances when attending functions on behalf of Council a 4% increase in the allowance has been recommended.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council endorse the following allowances for the 2023/24 financial year:

1. In accordance with the Local Government Act 1995 s5.99 an annual attendance fee (meetings) for Councillors of \$3,735 and President annual attendance fee of \$5,000.
2. In accordance with the Local Government Act 1995 s5.98 a President's Allowance of \$7500 per annum.
3. In accordance with the Local Government Act s5.98A(1) a Deputy President's Allowance of \$1875 per annum, being 25% of the President's Allowance,
4. In accordance with the Local Government Act s5.98A(1) an ICT Allowance of \$1,000 per annum for each Councillor.
5. Determine that Councillor allowances are paid twice per year in December and June
6. Council note that the reimbursement of travel expenses rate is determined in the Local Government Officers (Western Australia) Award 2021.

MIN 7608/23

MOTION - Moved Cr. Milner

Seconded Cr. Stirrat

**CARRIED 8 /0
BY ABSOLUTE MAJORITY**

AGENDA ITEM: 8.1.2 - Health and Safety Compliance Representative

Subject:	Health and Safety Compliance Representative
Applicant:	Not Applicable
File Ref:	ADM127
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	7 June 2023
Attachments:	Nil

PURPOSE

Council to consider the report and endorse the recommendation that appointment of a Work, Health and Safety Officer is not pursued at this time to allow the incoming Chief Executive Officer to consider the position as part of an overall future organisational structure.

BACKGROUND

February 2023

Councillor Bray forwarded the following proposed Notice of Motion for consideration by Council at the February 2023 Council meeting and has provided the following in support.

‘With the introduction of the April 2022 health and safety regulations, the Community of Narembreen’s financial position would be severely impacted if Compliance Matters are found not to be in place, also incidents of workplace bullying, in all its forms, must be encouraged to be Reported, in order to Stamp it out completely. If steps are not adopted now, we will be putting our community’s wellbeing under further severe Stress.’

Council in considering the Notice of Motion at its Ordinary council on 21 February 2023 resolved (Minute 7555/23):

‘That Council request that the CEO investigate the appointment of a full time Work Health and Safety Compliance Officer, commencing in the 2023/24 financial year, to oversee and implement the new Work Health and Safety Act 2020 and Regulations 2022, including the sharing of the position with other RoeROC local governments, or other identified local government/s, and provide a report back to the April 2023 Council meeting’

March 2023

The matter was discussed at the RoeROC meeting on 16 March 2023 where it was resolved as follows:

‘Request the CEOs investigate the feasibility of a full time Work Health and Safety Compliance Officer as a stand alone Roe ROC employee and/or options to outsource to a contractor as a combined contract.’

CONSULTATION

Shires of Corrigin, Kulin and Kondinin

STATUTORY IMPLICATIONS

Work Health and Safety Act 2020

Work Health and Safety (General) Regulations 2022

FINANCIAL IMPLICATIONS

There are no current financial implications and the 2023/24 draft budget includes provision for an additional administration employee.

POLICY IMPLICATIONS

There are no current policies relevant to this item.

RISK MANAGEMENT IMPLICATIONS

The changing of the definition of a Volunteer to now being determined as an 'Employee' has certainly raise a great level of awareness of WHS obligations in local government and especially CEO's who are the ones primarily held responsible if an "Employee" is injured or is killed in the workplace.

The development of on-the-job procedures, proper induction of employees and contractors coming on site and proper training in the use/operation of plant and equipment will help to mitigate these risks.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

- 4. CIVIC LEADERSHIP: Well governed and efficiently managed local government
- 4.2 Compliant and resourced Local Government

Corporate Business Plan 2022 - 2026

- 4. CIVIC LEADERSHIP
- 4.2 Continue to meet compliance with statutory and regulatory requirement.
- 4.2 (a) continue to meet compliance with statutory and regulatory requirements.

VOTING REQUIREMENTS

Simple Majority

COMMENT

During the discussion of the motion at the RoeROC meeting in March it was obvious that there was not a lot of support from the other local government CEOs for a joint approach, so it was a bit confusing when the proposed motion was passed. Following the RoeROC meeting I contacted the CEOs at Kulin, Kondinin and Corrigin and provided some indicative costs for the employment of a fulltime shared WH&S Officer. They confirmed what had been indicated at the meeting, in that Corrigin are employing a Deport Administration Officer who will be responsible for WH&S, whilst both Kondinin and Kulin currently utilise Prompt Safety Solutions and are currently happy with the service provided.

This Shire is currently a member and contributes financially to the employment of a Regional Risk Manager through LGIS (Shire's insurer) who provides a Risk Support Service to the local governments in the Great Eastern Wheatbelt area This person attends WH&S meetings, provides advice and documentation to assists the Shire to meet its WH&S obligations in the workplace, including an online induction programme for new employees. In addition, the Works Manager engages Prompt Safety Solutions to undertake training of the outside employees in various safety matters and operation of small plant/equipment.

So whilst there may be a gap in the coordination and administration of WH&S in the workplace the Shire is potentially meeting its minimum obligations. However more could be done to mitigate the ongoing risks to the organisation and with a new CEO commencing in September 2023 the

opportunity should be provided to allow that person to review the future needs of the organisation and then discuss with council and make any organisational changes considered necessary

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That appointment of a Work, Health and Safety Officer is not pursued at this time to allow the incoming Chief Executive Officer to consider the position as part of an overall future organisational structure.

MIN 7609/23

MOTION - Moved Cr. Currie

Seconded Cr. Bray

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

AGENDA ITEM: 8.1.3 - Local Roads and Community Infrastructure (LRCI) Phase 3

Subject:	Local Roads and Community Infrastructure (LRCI) Phase 3 – Churchill Street Improvements
Applicant:	Not applicable
File Ref:	ADM674
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	7 June 2023
Attachments:	Nil

PURPOSE

Council to consider and endorse in priority order, subject to final costings, components to be undertake as part of the LRCI Phase 3 'Churchill Street Improvements' budget allocation of \$350,000.

BACKGROUND

January 2022

At a special meeting of the Council on 31 January 2022 it was resolved (Minute 7315/22) as follows:

'That Council nominate the following projects for funding as part of Phase 3 LRCI program;

Walker Lake Exercise Equipment	\$ 50,000
Narembeen Public Hall Upgrade – stage 2	\$ 102,730
Old Church Museum – stage 2	\$ 115,229
Footpath Infrastructure	\$ 175,725
Churchill Street Improvements – stage 2	\$ 350,000
Electronic Sign Board	\$ 50,000
Seal Laneway Savage St	\$ 250,000

Since that meeting consultants were contracted to develop a 'Town Centre Revitalisation Concept Plan and engage with the community seeking comment on the Plan and from that Plan several projects have been identified to be completed utilising the LRCI Phase 3 funding.

December/January 2022/2023

A number of the proposals from the Concept Plan were canvassed to the community via various social media and newspapers seeking their comment and priority rating of these proposals.

February 2023

Following the completion of the survey (32 responses) the Councillor Discussion Forum on 21 February 2023 was presented with nine (9) projects in priority, based on the survey results, for consideration and endorsement by Councillors, which were:

1. Pavement levels in front of IGA
2. New Pedestrian Pathways
3. Wayfinding Signs
4. Caravan Parking Bay
5. Pocket Parklet
6. Historical Interpretation
7. Lighting Improvements
8. Enclosed Toddler Playground – Jones Park

At the Councillor Discussion Forum Councillors indicated that the priorities should be:

- *Fixing the Pavement*
- *Signage and*
- *Lighting*

May 2023

At the Councillor Discussion Forum on 16 May 2023 Councillors were advised that a petition with thirty-two (32) signatures from the Narembeen Play School, had been received by the Shire, requesting that the Enclosed Toddler Playground in Jones Park be given priority and included in the proposed Churchill Street Improvements program.

Councillors supported its inclusion (5/3).

The Shire received a letter from the Federal Minister for Infrastructure, Transport, Regional Development and Local Government advising that regarding LRCI Phase 4 guidelines are expected to be release on 1 July 2023, with Grant Agreements and Project Nominations forms to follow soon after. Phase 4 projects will need to be completed by 30 June 2025. As part of this advice the Shire was advised that a new part B had been added to the program with funding available to councils classified as rural, regional, or outer-urban to be spent on road projects.

CONSULTATION

Councillors, community members, Acting Chief Executive Officer, Economic Development Officer.

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The initial approved funding from LRCI Phase 3 was \$350,000, with some works now completed (concept plan, lighting) the balance remaining is \$314,063 which will be included in the 2023/24 adopted budget.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Funding for this phase of the program has been extended from its previous completion date with the 30 June 2024 being the final approved extension and any funds not spent by that date will potentially have to be returned to the Commonwealth Government.

A further delay in agreeing on the approved projects increases the risk of projects not being completed by the 30 June 2024. The potential risk for this to occur is considered possible with the consequences considered to be major (Council could be required to fund started but uncompleted projects) and therefore the risk has been assessed as being 'high'.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

2. Economy: Retain and grow existing businesses, employment and attract new industry

2.1. Support the diverse industry across the Shire

Corporate Business Plan 2022 – 2026

2. Economy

2.1(b) Continue to improve townsite attractiveness and work with business/property owners to a set standard.

VOTING REQUIREMENTS

Simple Majority

COMMENT

There have been numerous discussions on the various components that should be included in the Churchill Street Improvement project over several months at the Councillor Discussion Forums, but with no formal decision of Council on the priorities, there appears to be ongoing discussion about additions and deletion and the concerns are that this will not assist in completing the project and acquitting the funds by 30 June 2024. Therefore, it has been determined to bring the matter to the Council for a formal decision so that components of the project can be included in the 2023/24 adopted budget with some confidence of Council support.

Consideration is being given to the resealing Churchill Street with asphalt and new line marking as part of the Improvements project with the potential to fund this work with the LRCIP Phase 4 part B allocation (or part of the funding) of \$315,430 recently announced by the Federal Government, if the existing allocation from Phase 3 is not sufficient.

The following is proposed under each of the components.

Pavement/Footpath Repairs

- Rectification of damaged footpaths sections along Churchill Street
- Installation of ramp into IGA
- Levelling of footpath and replacement of pavers (to provide supply for broken ones elsewhere) in front of IGA with concrete aggregate or similar (like existing seating/shelter area in front of carpark)

New Pedestrian Pathways

- Connecting Longhurst Street to Churchill Street (via hall and Jones Park)
- Improving existing crossovers with improved line marking, signage and safety

Wayfinding Signage

- Direction signage for vehicles into carparks, caravan parking bay and Churchill Street

Caravan Parking Bay

- Installation of kerbed and sealed drive through and parking bays in north/western end of Historical Society lot
- Installation of lighting

Pocket Parklet

- Go Narembene have indicated that as they are unsure if there is sufficient space for the structure and as they are only a small group of volunteers, with the main purpose being the annual cropping program they are not in a position to enter into a MOU. So this project has been removed from the proposed works.

Historical Interpretation

- Upgrading of historical signage

Lighting improvements

- Street lighting upgrades have been completed.
- Installation of ground lighting in footpath at various points utilising solar panels

Enclosed Toddler Playground – Jones Park

- Removal of existing lawn area
- Installation of fenced toddler playground elements

Finally proposed project works previously submitted and approved by Infrastructure Australia included the development of concept plans for:

- Re engineering the footpath in front of IGA to include an access ramp
- A sidewalk extension (parklet) that provides more space and amenities for people using this end of the street.
- Road surface improvements, signage and line marking for increased safety.
- Street art and beautification on the Thomas Street side of Churchill Street.

Once Council has endorsed their preferences for Churchill Street Improvements and variation will be submitted to Infrastructure Australia for approval

OFFICER RECOMMENDATION

That Council:

1. Endorse the following components of the Churchill Street Improvement project, noting that the components will be undertaken in the priority order listed, with completion of all components depending on final costings and available funding:
 - a) Pavement/Footpath Repairs – Churchill Street
 - b) New Pedestrian Pathways
 - c) Wayfinding Signage
 - d) Caravan Parking Bay
 - e) Historical Interpretation/Signage
 - f) Lighting Improvements
 - g) Enclosed Toddler Playground – Jones Park
 - h) Resealing (asphalt) and Line Marking
2. That should sufficient funding not be available from the LRCI Phase 3 allocation of \$350,000 to complete the asphalt and line marking then funding be utilised from the LRCI Phase 4 part B allocation of \$315,430

COUNCIL MOTION

That Council:

1. *Endorse the following components of the Churchill Street Improvement project, noting that the components will be undertaken in the priority order listed, with completion of all components depending on final costings and available funding:*
 - a) *Pavement/Footpath Repairs – Churchill Street*
 - b) *New Pedestrian Pathways*
 - c) *Wayfinding Signage*
 - d) *Caravan Parking Bay*
 - e) *Historical Interpretation/Signage*
 - f) *Lighting Improvements*
 - g) *Resealing (asphalt) and Line Marking*
 - h) *Enclosed Toddler Playground – Jones Park*
2. *That should sufficient funding not be available from the LRCI Phase 3 allocation of \$350,000 to complete the asphalt and line marking then funding be utilised from the LRCI Phase 4 part B allocation of \$315,430*

MOTION - Moved Cr. Stirrat

Seconded Cr. Bray

Motion withdrawn with permission of Mover and Seconder

COUNCIL RESOLUTION

That Council:

1. *Endorse the following components of the Churchill Street Improvement project, noting that the components will be undertaken in the priority order listed, with completion of all components depending on final costings and available funding:*
 - a) *Pavement/Footpath Repairs – Churchill Street*
 - b) *New Pedestrian Pathways*
 - c) *Wayfinding Signage*
 - d) *Caravan Parking Bay*
 - e) *Historical Interpretation/Signage*
 - f) *Lighting Improvements*
 - g) *Enclosed Toddler Playground – Jones Park*
 - h) *Resealing (asphalt) and Line Marking*
2. *That should sufficient funding not be available from the LRCI Phase 3 allocation of \$350,000 to complete the asphalt and line marking then funding be utilised from the LRCI Phase 4 part B allocation of \$315,430*

MIN 7610/23

MOTION - Moved Cr. Bray

Seconded Cr. Milner

MOTION LOST 2 / 6

COUNCIL RESOLUTION

That Council:

1. *Endorse the following components of the Churchill Street Improvement project, noting that the components will be undertaken in the priority order listed, with completion of all components depending on final costings and available funding:*
 - a) *Pavement/Footpath Repairs – Churchill Street*
 - b) *New Pedestrian Pathways*
 - c) *Wayfinding Signage*
 - d) *Caravan Parking Bay*
 - e) *Historical Interpretation/Signage*
 - f) *Lighting Improvements*
 - g) *Resealing (asphalt) and Line Marking*
2. *That should sufficient funding not be available from the LRCI Phase 3 allocation of \$350,000 to complete the asphalt and line marking then funding be utilised from the LRCI Phase 4 part B allocation of \$315,430*

MIN 7611/23

MOTION - Moved Cr. Stirrat

Seconded Cr. Currie

**CARRIED 6 / 2
BY SIMPLE MAJORITY**

AGENDA ITEM: 8.1.4 - Local Roads and Community Infrastructure (LRCI) Phase 4

Subject:	Local Roads and Community Infrastructure (LRCI) Phase 4
Applicant:	Not applicable
File Ref:	ADM668
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	8 June 2023
Attachments:	Nil

PURPOSE

Council to consider and endorse the projects to be funded under the LRCI Phase 4 Federal Funding program to allow staff to lodge applications with the Department of Infrastructure once the program opens in July 2023.

BACKGROUND

July 2022

As part of the 2022/23 budget adoption the following LRCI phase 4 (phase3A) projects were included:

➤ Cemetery Shade/Seating	\$ 35,000
➤ Swimming Pool Heating	\$150,000
➤ Hall accessibility Upgrades	\$ 75,000
➤ Signage strategy	\$ 50,000
➤ Culvert on Corrigin/Narembeen Road	\$120,000
➤ Vehicle Charging Station	\$116,842

Total	\$546,842
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May 2023

At the Councillor Discussion Forum on 16 May 2023 Councillors were requested to consider a variation to the previously approved projects with the following put forward for consideration and support.

➤ Swimming Pool Heating	\$100,000
➤ Hall accessibility Upgrades	\$ 75,000
➤ Culvert on Corrigin/Narembeen Road	\$120,000
➤ Townsite Drainage	\$251,842

Total	\$546,842
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The Shire received a letter from the Federal Minister for Infrastructure, Transport, Regional Development and Local Government advising that regarding LRCI Phase 4 guidelines are expected to be release on 1 July 2023, with Grant Agreements and Project Nominations forms to follow soon after. Phase 4 projects will need to be completed by 30 June 2025. As part of this advice the Shire was advised that a new part B had been added to the program with funding available to councils classified as rural, regional, or outer-urban to be spent on road projects.

CONSULTATION

Councillors, Acting Chief Executive Officer, Economic Development Officer.

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As the projects are fully funded by the Federal Government's LRCI program there is no financial implications for the Shire. Projects and funding are required to be completed/acquitted by 30 June 2025 so there may be some inclusions in the 2024/25 budget.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

As the timeframe for acquitting this funding is two years until 30 June 2025 the risk of not completing projects is considered low.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

1. Communitality: happy, safe healthy and inclusive community

1.4 Recreational, social and heritage spaces are safe and encourage active and healthy lifestyles.

Corporate Business Plan 2022 - 2026

2 Economy: Retain and grow existing businesses, employment and attract new industry

2.2 Safe and efficient transport network enables economic growth.

VOTING REQUIREMENTS

Simple Majority

COMMENT

The changes to the previously agreed funding allocation was on the basis that the smaller projects (cemetery shade and signage) should be funded from the Shire's normal budget, the pool heating costs are not expected to be as high as previously expected, the vehicle charging station was for a low level charger, so it was agreed that the Shire should wait until funding for the fast chargers is available and drainage in the townsite was considered a priority..

With the announcement of the additional part B funding which is for road projects only and not community infrastructure projects Council has the ability to allocate additional funding to road works. As indicated in the previous agenda item (8.1.3) it's suggested that this funding or part of it be allocated to the asphalt sealing and line marking of Churchill Street.

Given that the phase 3 funding has to be acquitted by 30 June 2024 and this Part B funding does not have to be acquitted until 30 June 2025 Council has the ability to defer making a final decision on the allocation of these funds until early 2024 or when the final total costings for the 'Churchill Street Improvements' are known. At that point a council decision on the allocation of the total amount of \$315,430 can be made.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council:

1. Endorse the allocation of the LRCIP Phase 4 Part A funding of \$546,842 to the following project:

➤ Swimming Pool Heating	\$100,000
➤ Hall accessibility Upgrades	\$ 75,000
➤ Culvert on Corrigin/Narembeen Road	\$120,000
➤ Townsite Drainage	\$251,842

2. Defer making a decision on the allocation of the LRCI Phase 4 Part B funding of \$315,430 until the final total costs for the 'Churchill Street Improvements' is known.

MIN 7612/23

MOTION - Moved Cr. Hardham

Seconded Cr. Bray

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

AGENDA ITEM: 8.1.5 - CEACA Management Committee – Council Representative

Subject:	CEACA Management Committee – Council Representative
Applicant:	Central East Accommodation and Care Alliance (CEACA)
File Ref:	ADM197
Disclosure of Interest:	Nil
Author:	Paul Sheedy – Acting Chief Executive Officer
Date:	8 June 2023
Attachments:	Nil

PURPOSE

Council is requested to nominate a council representative (Councillor) to attend the quarterly CEACA Management Committee meetings commencing in August 2023.

BACKGROUND

September 2022

Housing Working Group met on 1 September 2022 to discuss housing needs in Narembeen and in part recommended that Council identify lot 104 Currall Street as the preferred location for development of staff housing subject to further site investigations.

Council at its meeting on 21 September 2022 in part resolved (Min 7489/22):

‘That Council:

- 2. Identify Lot 104 (27) Currall Street, Narembeen as the preferred location of the employee housing project, subject to further site investigation;’*

April 2023

Richard Marshall, CEACA Executive Officer attended Narembeen on 12 April 2023 and provided a presentation and update on CEACA operations and future housing plans.

Discussion on CEACA membership and future housing developments in Narembeen by CEACA undertaken at the Councillor Discussion Forum on 18 April 2023.

May 2023

Council at its Ordinary meeting on May 2023 resolved (minute 7593/23) as follows:

‘That Council agrees to:

- 1. Make application to the Central East Accommodation and Care Alliance (CEACA), for ‘General Membership’, from 1 July 2023; and*
- 2. Transfer ownership of Lot 104 Currall Street to CEACA, at no cost, when they secure State/Federal funding for additional housing and commit to building housing on Lot 104 Currall Street, Narembeen and subject to compliance with section 3.58 of the Local Government Act 1995.’*

CONSULTATION

CEACA Executive Officer, Councillors, Acting CEO.

STATUTORY IMPLICATIONS

There are no statutory implications at this time relevant to this item.

FINANCIAL IMPLICATIONS

General membership of CEACA is \$15,000 and funding will be included in the 2023/24 and future budgets for the membership. Being a member of CEACA will potentially result in the Shire having additional housing built in Narembeen without Council being required to contribute the full construction costs.

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

The only risk implication for the Shire will be if CEACA are able to source further funding in the future which would result in the Shire contributing \$15,000 per year with no benefit in return.

However as being a member of CEACA is a requirement to receive future funding and housing allocations, joining the organisation increases this opportunity.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

2. Economy: Retain and grow existing business, employment and attract new industry

2.4 Retain and grow our local skills base.

Corporate Business Plan 2022 – 2026

2.4 (a) Develop and implement Housing Strategy.

VOTING REQUIREMENTS

Simple Majority

COMMENT

As a member of CEACA the Shire is required to appoint a person to be the Shires representative to attend Management Committee meetings, whilst the CEO is also invited to attend the quarterly meetings.

The meetings are held quarterly with the next meeting in August 2023 and they are normally held in Merredin or Kellerberrin.

With local government elections planned for October 2023 this nomination will only apply until then after which all council representations are reconsidered.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council nominate Councillor Holly Cusack as the Shire's representative on the Central East Accommodation and Care Alliance Inc (CEACA) Management Committee.

MIN 7613/23 **MOTION** - Moved Cr. Hardham Seconded Cr. Milner

CARRIED 8 / 0
BY SIMPLE MAJORITY

AGENDA ITEM: 8.1.6 - Local Roads and Community Infrastructure (LRCI) Phase 3 – Churchill Street Improvements

Subject:	LRCI Phase 3 – Narembeen Town Centre Revitalisation Concept Plan Report
Applicant:	Not applicable
File Ref:	ADM674
Disclosure of Interest:	Nil
Author:	Diana Blacklock – Economic Development Officer
Date:	7 June 2023
Attachments:	Concept Implementation Report - Elements

PURPOSE

Council to consider and endorse the final Narembeen Town Centre Revitalisation Concept Plan Report as a guiding document to inform Council on future projects subject to funding and Council endorsement.

BACKGROUND

At a special meeting of the Council on 31 January 2022 it was resolved (Minute 7315/22) as follows:

That Council nominate the following projects for funding as part of the Phase 3 LCRI program;

Walker Lake Exercise Equipment	50,000
Narembeen Public Hall Upgrade – Stage 2	102,730
Old Church Museum Restoration – Stage 2	115,229
Footpath Infrastructure	175,725
Churchill Street Improvements – Stage 2	350,000
Electronic Sign Board	50,000
Seal Laneway Savage Street	250,000

As part of the Churchill Street Improvements, a Town Centre Revitalisation Concept Plan was developed by Elements – *‘the art and science of place’* The plan incorporates the components specified in the LRCI grant application along with other suggestions and recommendations made by the consultant.

A community engagement survey on the Draft Concept Plan was canvassed to the community via community events, the website, various social media platforms and the local newsletter seeking comments and priority ratings on the components.

Elements then compiled the subsequent community and councillor priorities and comments from the survey along with other considerations and variations such as available funds and resources to finalise the plan with recommendations.

CONSULTATION

Councillors, Community members, Acting Chief Executive Officer and Economic Development Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost (\$24,280) of the Report was paid for by the LCRI phase 3 Funding, with no further cost to the Council

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022-2032

2. Economy: Retain and grow existing business, employment and attract new industry

Corporate Business Plan 2022 – 2026

2.1(b) Continue to improve townscape attractiveness and work with business/property owners to set a standard.

VOTING REQUIREMENTS

Simple Majority

COMMENT

This Concept Plan is an important engagement tool for the community and other stakeholders to assist with the constant improvement of the town. The plan helps identify, visualise, and prioritise the various components that support the development of the townscape whilst supporting community objectives over the longer term. Components identified in the report can be considered in future development's scoping and planning stages for efficiency and continuity across time.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council endorse the final Narembeen Town Centre Revitalisation Concept Plan Report as a guiding document to inform Council on future projects subject to funding and Council endorsement.

MIN 7614/23

MOTION - Moved Cr. Hardham

Seconded Cr. Currie

**CARRIED 7 / 1
BY SIMPLE MAJORITY**

8.2 Executive Manager Corporate Services

AGENDA ITEM: 8.2.1 - Monthly financial statements for the month ended 31 May 2023

Subject:	Monthly financial statements for May 2023
Applicant:	Shire of Narembeen
File Ref:	Not applicable
Disclosure of Interest:	Nil
Author:	Ben Forbes – Executive Manager Corporate Services
Date:	8 June 2023
Attachments:	Monthly financial statements – May 2023

PURPOSE

For Council to accept the financial statements for the month ended 31 May 2023.

BACKGROUND

The monthly financial reports are presented in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two months after the end of the month to which the statement relates. The Statement of Financial Activity Report summarises the Shire's financial activities.

CONSULTATION

Acting Chief Executive Officer

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare each month a statement of financial activity.

Regulation 34(2) requires the statement of financial activity to report on the sources and applications of funds, as set out in the annual budget.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

- Compliance risk - low.
Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring
- Financial Impact risk - moderate.
Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring.

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

Strategic priority 4.2: “We have sound financial and asset management policies and practices in place”

VOTING REQUIREMENTS

Simple Majority

COMMENT

Council’s closing funding surplus as at 31 May 2023 is \$1,853,500 with cash on hand of \$7,109,819 including \$4,218,323 of reserves.

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council receive the monthly financial statements for the month ended 31 May.

MIN 7615/23

MOTION - Moved Cr. Cole

Seconded Cr. Stirrat

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

AGENDA ITEM: 8.2.2 - Schedule of Accounts for Period Ended 31 May 2023

Subject:	Schedule of Accounts for Period Ended 31 May 2023
Applicant:	Not applicable
File Ref:	ADM018
Disclosure of Interest:	Nil
Author:	Annette Byrne – Administration Officer
Date:	7 June 2023
Attachments:	Creditors Payment List – 1 May to 31 May 2023, Credit Card Payments List 16 March 2023 to 14 April 2023

PURPOSE

For Council to review the payments made by the Shire of Narembeen in May 2023.

BACKGROUND

The Shire's schedule of accounts is to be provided to council each month pursuant to the Local Government (Financial Management) Regulation 1996.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

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.
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

Nil

POLICY IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Strategic Community Plan 2022 - 2032

CIVIC LEADERSHIP: Well governed and efficiently managed Local Government.

4.2 Compliant and resourced Local Government

We have sound financial and asset management policies and practices in place
Transparent, accountable, and integrated reporting.

VOTING REQUIREMENTS

Simple majority

COMMENT

A schedule of accounts paid during the month of May 2023 is attached to this report and the total amount paid from the municipal fund is as follows:

Municipal Account: \$ 390,792.81

OFFICER RECOMMENDATION / COUNCIL RESOLUTION

That Council:

1. Receive the Creditors Payment List – 1 May to 31 May 2023
2. Receive the Credit Card Payments List 16 March 2023 to 14 April 2023

MIN 7616/23

MOTION - Moved Cr. Bray

Seconded Cr. Currie

**CARRIED 8 / 0
BY SIMPLE MAJORITY**

9.0 Urgent business as permitted by Council

Nil

10.0 Councillor's Reports

Cr K Mortimore

Attended

- Plant Committee Meeting
- CWP Meeting
- Centenary Meeting
- Zone Executive Meeting
- Budget Workshop
- Cultural Heritage Act Workshop Merredin
- Dr recruitment meeting - Albany

Cr S Stirrat

Attended

- Budget workshop
- Biosecurity board meeting, and Zoom meetings
- Dr recruitment meeting - Albany

Cr H Cusack

Attended

- Budget workshop
- Local Government Centenary Meeting

Cr T Cole

Attended

- Budget workshop
- Plant Committee Meeting

Cr C Bray

Attended

- LEMC
- Cultural Heritage Act Workshop Merredin
- Budget workshop
- Wellness plan

Cr A Hardham

Attended

- Budget workshop
- Town team has been invited to apply for an RAC grant "Connected Safe and Sustainable". Grants of \$9000 or more are available. NBTT considering applying to install some simple artwork along the raised paving that shows it's a cross walk and slows cars down.

Cr M Currie

Attended

- Budget workshop
- Plant Committee Meeting

Cr W Milner

Attended

- Budget
- Roe ROC
- Plant

11.0 Date, time & place of next meeting
--

Tuesday 18 July 2023, 5.00pm at the Shire of Narembeen Council Chambers.

12.0 Closure

There being no further business the Chair declared the meeting closed at 6.00pm.

13.0 Certification of Meeting Minutes
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I, _____, _____ certify that the Minutes of the Ordinary Meeting of Council held on Tuesday 20 June 2023, as shown on pages 1 to 31 are confirmed as a true and correct record of the meeting.

SHIRE PRESIDENT

Date

ATTACHMENT – AGENDA ITEM 7.0
Status Report – July 2023

SHIRE OF NAREMBEEN - STATUS REPORT

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7083/20	ongoing since 2020	ADM547	RAV Working Group	<p>Previous status report item is complete. Details here -</p> <p>7083/20 19-Aug-20 ADM547 Narembreen RAV Rating and Conditions Review That Council:</p> <ol style="list-style-type: none"> Form a RAV Working Group to assist with undertaking a review of all Shire RAV rated roads and the conditions that are applied to these roads. Approve that the RAV working Group will be made up of the following members Cr S Stirrat, Cr R Cole, Cr A Wright, CEO and the Works Manager. Approve that SMEC be engaged to assist in engineering advice and a route assessment submission for all changes required to the RAV network. Requests that the working group prepare a report for Council consideration to be presented no later than the October 2020 Ordinary Council Meeting. Request that Policy 10.1.20 Approving Restricted Access Vehicles (RAV) On Shire Approved Low Volume Roads be reviewed by the working group with a view to the policy being revoked and or updated. <p>Discussed with Council December 2021. Assistance will be sought from consulting engineers to progress</p> <p>20.09.2022 - Cr Stirrat advised no changes or upgrades identified. Is there any capacity for a temporary RAV permit? CEO advised yes - will seek more information from main roads</p>	<p>July 22 - Main roads engaged to review 4 roads RAV status. Howson Project Management preparing assesment of additional roads for upgraded RAV status</p> <p>Cr. Stirrat provided update. 4 roads assessed 3 roads assesed as R7 Unconditional - Statchevich -Chapman Road, Georgeff Road and Merredin-Narembreen Road. Cramphorne Road has increased from 60 to 80</p>	This item to remain on the status report moving forward	CEO
7315/22	31-Jan-22	ADM668	Local Road & Communities Infastructure Program	<p>That Council nominate the following projects for funding as part of Phase 3 LRCI program;</p> <ol style="list-style-type: none"> Walker Lake Exercise Equipment \$50,000 Narembreen Public Hall Upgrade – stage 2 \$102730 Old Church Museum – stage 2 \$115,229 Footpath Infrastructure \$175725 Churchill Street Improvemenbts - stage 2 \$350,000 Electronic Sign Board \$50,000 Seal Laneway Savage Street \$250,000 	<p>Projects Approved</p> <ol style="list-style-type: none"> COMPLETED COMPLETED COMPLETED COMPLETED Ongoing COMPLETED Awaiting design and will be seeking deferral until 23/24 	Ongoing	CEO
7324/22	15-Feb-22	ADM	Wadderin Reserve	<p>That Council:</p> <ol style="list-style-type: none"> Request transfer of the management order on Crown Reserve 20022 Cusack Drive, Wadderin from the Water Corporation to the Shire of Narembreen for the purposes of “water and conservation” with the power to lease. Staff commence lease negotiations with the Wadderin Wildlife Group for the use of Reserve 20022 Cusack Drive. 	<p>Engaged lawyer to develop lease. Met with President to progress. Confirm to DLPH agreement to accept management order for Reserve, CEO and EMCS to meet with WWG President to discuss lease.</p>	Ongoing	EMCS
7420/22	19-Apr-22	P5294	Write off debt - Deceased Estate A5294 Saunders	<p>That Council:</p> <ol style="list-style-type: none"> Approve the debt of \$1851.91 plus any interest accrued since 11 April 2022 to be written off against assessment A5294, and Direct the CEO to commence the process to return the land to the Crown. 	<ol style="list-style-type: none"> Debt written off. EMCS to progress once budget adoption and annual audit completed 	Ongoing	EMCS
7542/22	13-Dec-22	ADM053	Multipurpose Sports Facility Feasibility and Concept Design	<p>That Council:</p> <ol style="list-style-type: none"> Resolve not to proceed with the seeking of funding and construction of the Multipurpose Sports Facility project due to the estimated costs being substantially higher than the budget, no guarantee of successful grant funding and the withdrawal of support by the sporting clubs. Instruct the CEO to undertake discussions with local Tennis and Hockey clubs regarding future improvements to their facilities 	<p>2) EMCS met with hockey club. Still to meet with other clubs to assess lighting needs</p>	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7552/23	21-Feb-23	ADM547	Traffic Route Proposal – Variation of Agreement	That Council endorse the proposed variations to the original Traffic Route Proposal Letter of Agreement dated 26 May 2020 as follows: 1. References to “Explaurum Operations Pty Ltd” are to be replaced with “Tampia Operations Pty Ltd” to reflect a name change. 2. Condition 2 is amended to read “That Mt Arrowsmith Road SLK 0.00 to SLK 9.50, having been sealed with a 2 coat seal in 2021 pursuant to an agreement between the Council and Tampia Operations Pty Ltd, be maintained by Tampia Operations Pty Ltd, not subject to the financial contribution of \$0.0107 per kilometre per tonne as set out in Condition 15. 3. Upon the cessation of haulage, Mt Arrowsmith Road SLK 0.00 to SLK 9.50 be returned to a gravel road subject to a gravel overlay treatment being undertaken to the satisfaction of the Shire of Narembreen Works Manager and the Councils Engineering consultant.” 4. Condition 11 is deleted. 5. All other terms of the Letter (dated 26 May 2020) remain unchanged.	Letter sent to Ramelius/ Tampia requesting Variation of Agreement to be amended Awaiting Variation letter from Tampia for signing. Part 3 now replaced by April '23 Council decision (7576/23)	Ongoing	CEO
7555/23	21-Feb-23		Health and Safety Compliance Representative	That Council request that the CEO investigate the appointment of a full time Work Health and Safety Compliance Officer, commencing in the 2023/24 financial year, to oversee and implement the new Work Health and Safety Act 2020 and Regulations 2022, including the sharing of the position with other RoerOC local governments, or other identified local government/s, and provide a report back to the April 2023 Council meeting	Replaced by June '23 Council Decision (7609/23)	Complete	CEO
7576/23	18-Apr-23	ADM 547	Mt Arrowsmith Road Haulage Contribution	That Council agrees to reimburse Tampia Operations \$132,353.47 (incl GST), in lieu previously agreed \$94,073 (October 2022), from its infrastructure reserve fund representing road haulage contributions collected for Mt Arrowsmith Road from July 2021 to September 2022 on the following conditions: 1.The reinstatement of SLK 0 to SLK 10.5 to a gravel surface shall be undertaken at the direction and supervision of the Shire of Narembreen CEO and completed to the satisfaction of the Shire of Narembreen CEO; and 2.Should the reinstatement to a gravel surface not be completed to the satisfaction of the Shire of Narembreen CEO, the Shire of Narembreen reserves the right to complete the reinstatement to a satisfactory standard and charge Tampia Operations for the work undertaken	Letter sent to Tampia Meeting onsite planned for 12/07/2023	Ongoing	CEO
7580/23	18-Apr-23	ADM654	Amendment to lease agreement – Senior Citizens Centre	That Council authorise the Chief Executive Officer to engage with the Narembreen Senior Citizens Social Centre to review the current lease agreement and bring it back to council for endorsement	Lease sent to Senior Citizens Group for signing	Ongoing	EMCS
7594/23	16-May-23	Nil	Doctors Residence	That Council approves: 1.The construction of a new 4/2 doctor’s residence on a Shire owned lot (Lot 69) in Cheetham Way. 2.The allocation of unbudgeted expenditure of \$500,000 in the 2022/23 budget, with funds being reallocated from the ‘shire staff housing construction’ budget allocation and a budget amendment to reflect this change. 3.The sale of 16 Hilton Way once the construction of the new doctor’s residence is completed	1) RFQ lodged on WALGA Portal. Agenda item for July '23 Council Meeting 2) Completed 3) Ongoing	Ongoing	CEO
7608/23	20/06/2023	ADM 465	Councillor Fees and Allowances 2023/24	That Council endorse the following allowances for the 2023/24 financial year: 1.In accordance with the Local Government Act 1995 s5.99 an annual attendance fee (meetings) for Councillors of \$3,735 and President annual attendance fee of \$5,000. 2.In accordance with the Local Government Act 1995 s5.98 a President's Allowance of \$7500 per annum. 3.In accordance with the Local Government Act s5.98A(1) a Deputy President's Allowance of \$1875 per annum, being 25% of the President's Allowance, 4.In accordance with the Local Government Act s5.98A(1) an ICT Allowance of \$1,000 per annum for each Councillor. 5.Determine that Councillor allowances are paid twice per year in December and June 6.Council note that the reimbursement of travel expenses rate is determined in the Local Government Officers (Western Australia) Award 2021	Included in 23/24 Draft Budget	Complete	CEO
7609/23	20/06/2023	ADM127	Health and Safety Compliance Representative	That appointment of a Work, Health and Safety Officer is not pursued at this time to allow the incoming Chief Executive Officer to consider the position as part of an overall future organisational structure.	Part of new CEO Organisational Review	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
7611/23	20-Jun-23	ADM674	Local Roads and Community Infrastructure (LRCI) Phase 3 – Churchill Street Improvements	<p>That Council:</p> <p>1.Endorse the following components of the Churchill Street Improvement project, noting that the components will be undertaken in the priority order listed, with completion of all components depending on final costings and available funding:</p> <p>a)Pavement/Footpath Repairs – Churchill Street b)New Pedestrian Pathways c)Wayfinding Signage d)Caravan Parking Bay e)Historical Interpretation/Signage f)Lighting Improvements g)Resealing (asphalt) and Line Marking</p> <p>2.That should sufficient funding not be available from the LRCI Phase 3 allocation of \$350,000 to complete the asphalt and line marking then funding be utilised from the LRCI Phase 4 part B allocation of \$315,430</p>	<p>1) RFQ seeking EOI closing mid August '23</p> <p>2) CEO to report to Council once costs for 1(g) are known</p>	Ongoing	<p>1) EDO</p> <p>2) CEO</p>
7612/23	20-Jun-23	ADM668	Local Roads and Community Infrastructure (LRCI) Phase 4	<p>That Council:</p> <p>1.Endorse the allocation of the LRCIP Phase 4 Part A funding of \$546,842 to the following project:</p> <p><input type="checkbox"/>Swimming Pool Heating\$100,000 <input type="checkbox"/>Hall accessibility Upgrades\$ 75,000 <input type="checkbox"/>Culvert on Corrigin/Narembreen Road\$120,000 <input type="checkbox"/>Townsite Drainage\$251,842</p> <p>2.Defer making a decision on the allocation of the LRCI Phase 4 Part B funding of \$315,430 until the final total costs for the 'Churchill Street Improvements' is known.</p>	<p>2) CEO to report to Council once cost are known for 1(g) in decision 7611/23 are known</p>	Ongoing	<p>EDO/ WM</p> <p>CEO</p>
7613/23	20-Jun-23	ADM197	CEACA Management Committee – Council Representative	That Council nominate Councillor Holly Cusack as the Shire's representative on the Central East Accommodation and Care Alliance Inc (CEACA) Management Committee.	Letter to CEO to CEO CEACA	Completed	CEO
7614/23	20-Jun-23	ADM674	LRCI Phase 3 – Narembreen Town Centre Revitalisation Concept Plan Report	That Council endorse the final Narembreen Town Centre Revitalisation Concept Plan Report as a guiding document to inform Council on future projects subject to funding and Council endorsement.		Completed	EDO

**ATTACHMENT – AGENDA ITEM 8.1.1
WALGA Local Government Convention
Program**



WALGA Local Government Convention 2023

Sunday 17 September

3:30pm – 5:00pm	Mayors and Presidents Forum (invitation only)
5:00pm – 8:30pm	Welcome Drinks <i>Local Government Awards</i>

Monday 18 September

7:00am – 9:00am	Breakfast with Heads of Agencies (invitation only)
9:00am – 11:30am	Convention opens Keynote: Dominic Thurbon - Business Disruption, Behavioural Change and Transformation expert
10:30am	Convention Exhibition opens
11:30am - 12:00pm	Morning Tea
12:00pm - 1:15pm	State Political Panel Session with Ben Harvey, Chief Reporter, The West Australian newspaper
1:15pm - 2:00pm	Lunch
2:00pm - 5:00pm	WALGA AGM (invitation only) <i>Diploma Graduation</i> <i>Showcase in Pixels Award</i>
5:00pm	Convention Exhibition closes
5:00pm - 6:00pm	Break
6.30pm - 9:30pm	Gala Cocktails

Tuesday 19 September

7:30am - 9:00am	Convention Breakfast with Michelle Payne (separate registration)
9:00am - 9:50am	Federal Minister Address and Q&A
9:00am	Convention Exhibition opens
10:00am - 3:00pm	Planning Showcase
9:50am - 11:00am	Diversity Panel Session
11:00am - 11:30am	Morning Tea
11:30am - 1:00pm	Plenary Sessions: Active Mobility and Regional Housing
1:00pm - 1:45pm	Lunch
1:45pm - 3:30pm	Closing Keynote and President's Close
3:30pm	Convention closes
3:00pm - 5:00pm	Planning Sundowner
4:30pm	Convention Exhibition closes



Local Futures

WALGA Supplier Showcase 2023

Tuesday 19 September

7:00am – 9:30am	Exhibitor registration and display bump-in
10:00am	Showcase opens
3:30pm – 5:00pm	Construction Forum
5:00pm	Showcase closes
5:30pm – 7:00pm	Supplier Showcase Sundowner

Wednesday 20 September

7:00am – 9:30am	Exhibitor Registration and display set up
9:00am	Showcase opens
9:00am – 12:00pm	Procurement Forum
1:00pm – 3:30pm	Energy Forum
4:30pm	Showcase closes
6:00pm	Bump-out



WALGA

WORKING FOR LOCAL GOVERNMENT

ATTACHMENT – AGENDA ITEM 8.1.4
RFQ Quote Assessment Average

RFQ / Quote Assesment

4x2 House - 24 Cheetham Way
Quote reference - RFQ 3-2023

			Qualatative Criteria							
Submission	Required Insurance (Y/N)	Relevant Experience score (1-9)	Relevant Experience 20%	Demonstrated Understanding score (1-9)	Demonstrated Understanding 20%	Completion Date	Timeline for Project Completion 30%	price \$ ex GST	Price 30%	total score %
Modular WA - Wangara	Y	8.5	17	8.8	17.5	23/03/2024	26.5	\$ 533,024	25	86.0
Evoke Living - Northam	Y	7.5	15	7.8	15.5	01/05/2024	26.5	\$ 615,952	10	67.0
Bush Cabins - Albany	Y	4.5	9	4.5	9	01/03/2024	30	\$ 597,047	20	68.0

* delay cost
\$5K per

I,

1. Declare that neither I nor any of my immediate family have any interests, pecuniary or otherwise, other than that mentioned below or described in the attached sheet(s), which could reasonably be construed as having any influence on the proper and objective performance by me of my duties in relation to the above specified Request.
Note: Interests to be declared include but are not limited to: affiliations; conference funding; equipment donations; financial assistance; travel assistance; rebates; hospitality; relationships; shares; company ownership; training and development; consultancy services; gifts; and/or sponsorships

Declared Interest:
Additional Information attached?

2. Agree to truthfully declare, in writing to the Accountable Authority or delegate, any changes which may occur that relate to the matters stated in clause 1 of this Declaration, as soon as practicable after I become aware of the same;

Signed _____

Date _____

ATTACHMENT – AGENDA ITEM 8.1.5

Bushfire Information

Bushfire Information

SHIRE OF NAREMBEEN BUSHFIRE NOTICE – 2023/2024 SEASON

Bush Fires Act 1954

Notice to all owners and/or occupiers of land situated within Shire of Narembreen

As a measure to assist in the control of bush fires, or preventing the spread or extension of a bush fire which may occur, notice is hereby given to all owners and/or occupiers of land within the Shire of Narembreen that pursuant to the powers conferred in *Section 33 of the Bush Fires Act*, works in accordance with the requisitions of this notice must be carried out before the 1st day of November in each year, or within 14 days of becoming the owner or occupier of land if after that date. All work specified in this Notice is to be maintained up to and including the 30th day of April in the following calendar year.

Definitions

“Town site land” means all land within the boundary of the Narembreen Townsite.

“Rural Land” means all land within the Narembreen District not defined as Townsite.

“Firebreak Period” means that time between the 1st day of November in any year until the 30th day of April in the year following.

“Firebreak” means ground from which flammable material has been removed and on which no flammable materials is permitted during the firebreak period.

“Inflammable Material” means bush (as defined in the Bush Fires Act 1954), timber, boxes, carton, paper, and the like inflammable materials, rubbish, and any combustible matter, but does not include buildings, green standing trees and bushes or growing bushes or plants in gardens or lawns.

All owners or occupiers of land within the Narembreen Shire shall have firebreaks during the firebreak period of the dimensions prescribed within this notice.

If it is considered impractical or undesirable to provide firebreaks as required by this notice, the approval of the Council must be obtained for any variation. Approval will only be granted up to or before the 15th day of October and will not be granted unless prior consent of the appropriate Fire Brigade Officer has been obtained.

Fire Breaks

Rural Land:

Firebreaks 2.5 metres wide as follows:

- Immediately adjacent to and surrounding all cleared land subdividing all cleared land into areas no greater than 400 hectares. Surrounding each building, haystack, fuel dump or ramp.

Townsite Land:

1. Where the area of land is 2,000sqm or less clear all inflammable material on the land from the whole of the land.
2. Where the area of land is more than 2,000sqm:
 - a) Clear all inflammable material on the land from the whole of the land or
 - b) Install a firebreak of not less than 2.0 metres in width immediately surrounding any building, along and within two metres of the external boundaries of the land is required. Firebreaks must be constructed and contained within the property. Footpaths, road verges, and roads will not be accepted as fire breaks.
3. Fuel pumps and depots: remove all inflammable material from all land where fuel drum ramps or dumps are located and where fuel drums, whether containing fuel or not, are stored to a distance of at least fifteen (15) metres outside the perimeter of any drum, ramp, or stack of drums.

In addition to the requirements of this Notice, you may be required to carry out further works which are considered necessary by an Authorised Officer and specified by way of a separate written notice forwarded to the address of the owner/s as shown on the Shire of Narembreen rates record for the relevant land.

TAKE NOTICE that pursuant to Section 33(4) of the Bush Fires Act 1954, where the owner and/or occupier of land fails or neglects to comply with the requisitions of this Notice within the times specified, the Shire of Narembreen may by its officers and with such servants, workmen and contractors, vehicles and machinery as the officers deem fit, enter upon the land and carry out the requisitions of this Notice which have not been complied with and pursuant to Section 33(5) of the Bush Fires Act, the amount of any costs and expenses incurred may be recovered from you as the owner and or occupier of the land.

If the requirements of this Notice are carried out by burning, such burning must be in accordance with the relevant provisions of the Bush Fires Act 1954.

The **PENALTY FOR FAILING TO COMPLY** with this Notice is a fine not exceeding \$5000 and a person in default is also liable whether prosecuted or not to pay the costs of performing the work directed by this Notice if it is not carried out by the owner and/or occupier by the date required by this Notice.

By order of the Council

Paul Sheedy

Acting Chief Executive Officer

Shire of Narembreen

Additional Bushfire Information

A. Restricted / Prohibited Burning Period

The following restricted and prohibited burning times are in place for the Shire of Narembreen.

- **Restricted (Permit Required)** 19th September to 31st October.
- **Prohibited** 1st November to 31st January.

- **Restricted** (Permit Required) 1st February to 15th March.

The following additional requirements for burning are also in place.

- 1st February includes grass and raked cereal stubble and header windrows of non-cereal stubble including canola and legumes.
- 1st March is header windrows and chaff dumps and cereal stubble fires.

Burning during restricted periods is allowed on Sunday's and Public Holidays with a permit.

Any questions about burning times should be directed to a Fire Control Officer or the Shire Office.

B. Harvest & Movement Bans

When Harvest Bans are instigated, they are broadcast over Radiowest and ABC radio. A harvest ban can be in two forms:

- A Restricted Movement Ban – means that vehicles are only allowed to move on paddocks to water stock.
- A Total Movement Ban – means that there is to be no movement on paddocks at all.

The Shire of Narembeen imposes an automatic Harvest Ban on Christmas Day and New Year's Day.

Harvest bans are gauged not only on the temperature, but also on humidity and wind velocity and are monitored using scientific methods.

Community members may call the Shire's **Harvest Ban Hotline on (08) 9064 7689** which will provide advice on whether or not a harvest ban is in force.

Text message service – Community members to register their mobile number with the Shire of Narembeen.

Adopted Fire Behaviour Index 37 for harvest bans.

Fire Permit Issuing Officers

The following Fire Control Officers (FCO) are authorised Fire Permit Issuing Officers:

- Murray Dixon – Chief Fire Control Officer 0427 645 026
- William Cowan – Deputy Chief Fire Control Officer 0427 616 012
- Joel DeLuis - Fire Control Officer (East Sector) 0427 617 013
- Trevor Cole – Fire Control Officer (West Sector) 0428 647 038
- Mitchell Miolini – Fire Control Officer (North Sector) 0458 000 931
- Alan Yandle - Fire Control Officer (Central) 0408 945 452
- Andy Hardham – Fire Control Officer (Central) 0429 647 173

The people listed above can issue burning permits and inform you of the laws and dates in regard to burning and required conditions. Community members may also contact the Shire Office (08) 9064 7308 during office hours if you cannot contact the listed Officers.

D. Emergency Bushfire Communications Channel

The dedicated Bush Fire Emergency Communication Radio Channel is 5.

E. Key Dates & Information to Remember for Burning

Grass Burning

- Grass Burning is not permitted prior to 1st February.
- Grass Burning is subject to Permit Conditions
- No time restrictions for lighting/burning.
- Burning permitted on Sundays or Public Holidays under permit.

Raked Windrows

Burning of stubble raked windrows is permitted at the commencement of the Restricted Burning Period, provided:

- No time restrictions for lighting/burning.
- Subject to normal permit conditions

Cereal Header Windrows & Chaff Dump

- Burning of Cereal Header Windrows & Chaff Dumps is not permitted prior to 1st March under permit.
- Chaff Dumps shall be deposited/located no less than 50 metres from the edge of the crop within your property boundary.
- Chaff Dumps be pushed out to reduce burning times.
- Consideration should be given to neighbours regarding wind and smoke directions.
- Non-Cereal Header Windrows

Non-Cereal Header Windrows

- Burning of Non-Cereal Header Windrows and Chaff Dumps is not permitted prior to 1st February under permit.
- Chaff Dumps shall be deposited/located no less than 50 metres from the edge of the crop within your property boundary.
- Chaff Dumps be pushed out to reduce burning times.
- Consideration should be given to neighbours regarding wind and smoke directions.

1st February included grass and raked cereal stubble and header windrows of non-cereal stubble including canola and legumes.

Stubble Burning

- Burning of Stubble is not permitted prior to 1st March in normal season conditions.
- No lighting times.
- Weather permitting.
- Subject to permit conditions.

Please remember that in the event of an emergency call 000.

ATTACHMENT – AGENDA ITEM 8.2.1
Budget and Schedule of Fees and Charges
for the year ended 30 June 2024



ANNUAL BUDGET 2023-24

Together we create the opportunity to grow.

SHIRE OF NAREMBEEN

2023/2024 BUDGET

INTRODUCTION



Councillors and Shire staff are pleased to present the Shire of Narembreen's budget for the year ended 30 June 2024.

This budget supports the Council and community by delivering on goals and principles that we have set for ourselves in the 2022-2032 Strategic Community Plan.

The 2024 annual budget includes significant own-source funded capital expenditure of \$7.16m and operational expenditure of \$7.4m with major projects itemised below.

These projects will ensure reliability of Shire operations and improve the standard of community assets and infrastructure improved and enhance our community amenities.

Shire housing design and construction	\$450,000
New Doctor's residence	\$600,000
Industrial plot development	\$250,000
Replacement of major plant assets	\$1,280,000
Swimming pool heating	\$100,000
Townsite drainage improvements	\$311,842
Churchill Street redevelopments	\$307,561
Savage Lane sealing	\$226,540
Soldiers Road, Yeomans Road & Sloss Road gravel resheeting	\$995,509
Cramphorne Road, 5km reconstruct and seal & 3.2km second coat seal	\$720,000
Narembreen-Kondinin Road, improvements to multiple sections	\$557,289
Townsite kerb replacements	\$150,000

To fund operations the Shire has adopted a 5% increase in rates for 2024 across all property categories. An early payment discount of 2% will apply to assessments paid on or before 31 August 2023. Net budgeted rates for the year are \$2,030,419. The Shire continues to be predominantly grant-funded with rate comprising a little less than a third of total budgeted revenue.

Councillors and staff look forward to another rewarding year delivering services to the Narembreen community.

Yours Faithfully,

Kellie Mortimore
Shire President

Paul Scheedy
Acting Chief Executive Officer

SHIRE OF NAREMBEEN

ANNUAL BUDGET

FOR THE YEAR ENDED 30 JUNE 2024

PREPARED IN ACCORDANCE WITH THE LOCAL GOVERNMENT ACT 1995

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SHIRE'S VISION

Together we create the opportunity to grow.

SHIRE OF NAREMBEEN
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2024

	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
Revenue			
Rates	2,046,893	1,955,115	1,942,098
Operating grants, subsidies and contributions	731,743	4,304,928	1,478,267
Fees and charges	604,679	632,199	596,442
Interest earnings	198,049	182,463	37,193
Other revenue	74,600	112,835	76,000
	3,655,964	7,187,540	4,130,000
Expenses			
Employee costs	(2,052,097)	(1,944,044)	(2,108,259)
Materials and contracts	(1,604,354)	(1,365,624)	(1,782,263)
Utility charges	(231,113)	(258,854)	(289,750)
Depreciation on non-current assets	(3,100,700)	(3,236,550)	(3,122,135)
Interest expenses	(36,582)	(30,809)	(40,201)
Insurance expenses	(239,698)	(216,439)	(224,400)
Other expenditure	(163,482)	(61,110)	(17,000)
	(7,428,026)	(7,113,430)	(7,584,008)
	(3,772,062)	74,110	(3,454,008)
Non-operating grants, subsidies and contributions	3,189,736	2,050,398	6,060,601
Profit on asset disposals	170,000	0	199,288
Loss on asset disposals	(39,500)	0	(24,320)
	3,320,236	2,050,398	6,235,569
Net result for the period	(451,826)	2,124,508	2,781,561
Total comprehensive income for the period	(451,826)	2,124,508	2,781,561

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

SHIRE OF NAREMBEEN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2023/24 Budget	2022/23 Actual	2022/23 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		2,046,893	1,996,554	1,942,098
Operating grants, subsidies and contributions		731,743	4,193,169	1,478,268
Fees and charges		604,679	632,199	596,442
Interest received		198,049	182,463	37,193
Goods and services tax received		0	159,859	0
Other revenue		71,100	109,149	76,000
		3,652,464	7,273,393	4,130,001
Payments				
Employee costs		(2,044,097)	(1,949,697)	(2,108,259)
Materials and contracts		(1,604,354)	(2,047,705)	(1,782,263)
Utility charges		(231,113)	(258,854)	(289,750)
Interest expenses		(36,582)	(40,202)	(40,201)
Insurance paid		(239,698)	(216,439)	(224,400)
Other expenditure		(163,482)	(58,345)	(17,000)
		(4,319,326)	(4,571,242)	(4,461,873)
Net cash provided by (used in) operating activities	4	(666,862)	2,702,151	(331,872)
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	5(a)	(3,427,717)	(342,245)	(2,417,481)
Payments for purchase of infrastructure	5(a)	(3,741,741)	(3,211,576)	(6,402,130)
Non-operating grants, subsidies and contributions		3,189,736	2,050,398	6,060,601
Proceeds from sale of property, plant and equipment	5(b)	663,500	0	370,000
Proceeds on financial assets at amortised cost - self supporting loans		15,835	15,546	15,546
Net cash provided by (used in) investing activities		(3,300,387)	(1,487,877)	(2,373,464)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(78,677)	(74,875)	(74,876)
Net cash provided by (used in) financing activities		(78,677)	(74,875)	(74,876)
Net increase (decrease) in cash held		(4,045,926)	1,139,399	(2,780,212)
Cash at beginning of year		9,787,113	8,647,714	8,649,648
Cash and cash equivalents at the end of the year	4	5,741,188	9,787,113	5,869,436

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

SHIRE OF NAREMBEEN
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2023/24 Budget	2022/23 Actual	2022/23 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	3	3,711,589	2,584,158	2,708,224
		3,711,589	2,584,158	2,708,224
Revenue from operating activities (excluding general rates)				
Specified area and ex gratia rates	2(a)(ii)	24,089	23,163	21,385
Operating grants, subsidies and contributions	10	731,743	4,304,928	1,478,268
Fees and charges	14	604,679	632,199	596,442
Interest earnings	11(a)	198,049	182,463	37,193
Other revenue	11(b)	74,600	112,835	76,000
Profit on asset disposals	5(b)	170,000	0	199,288
		1,803,160	5,255,588	2,408,576
Expenditure from operating activities				
Employee costs		(2,052,097)	(1,944,044)	(2,108,259)
Materials and contracts		(1,604,354)	(1,365,624)	(1,782,263)
Utility charges		(231,113)	(258,854)	(289,750)
Depreciation on non-current assets	6	(3,100,700)	(3,236,549)	(3,122,135)
Interest expenses	11(d)	(36,582)	(30,809)	(40,201)
Insurance expenses		(239,698)	(216,439)	(224,400)
Other expenditure		(163,482)	(61,110)	(17,000)
Loss on asset disposals	5(b)	(39,500)	0	(24,320)
		(7,467,526)	(7,113,429)	(7,608,328)
Non-cash amounts excluded from operating activities	3(b)	2,966,700	3,232,864	2,947,167
Amount attributable to operating activities		1,013,923	3,959,181	455,639
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	10	3,189,736	2,050,398	6,060,601
Payments for property, plant and equipment	5(a)	(3,427,717)	(342,245)	(2,417,481)
Payments for construction of infrastructure	5(a)	(3,741,741)	(3,211,576)	(6,402,130)
Proceeds from disposal of assets	5(b)	663,500	0	370,000
Proceeds from financial assets at amortised cost - self supporting loans	7(a)	15,835	0	15,546
Amount attributable to investing activities		(3,300,387)	(1,503,423)	(2,373,464)
FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(78,677)	(74,875)	(74,876)
Transfers to cash backed reserves (restricted assets)	8(a)	(384,571)	(860,983)	(837,749)
Transfers from cash backed reserves (restricted assets)	8(a)	726,907	259,737	909,737
Amount attributable to financing activities		263,659	(676,121)	(2,888)
Budgeted deficiency before general rates		(2,022,804)	1,779,636	(1,920,713)
Estimated amount to be raised from general rates	2(a)	2,022,804	1,931,952	1,920,713
Net current assets at end of financial year - surplus/(deficit)	3	0	3,711,589	0

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

INDEX OF NOTES TO THE BUDGET

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SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

1 (a) BASIS OF PREPARATION

The annual budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting statements and information, the budget has been prepared on the accruals 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.

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget or required by legislation.

The local government reporting entity

All funds through which the Shire of Narembeen controls resources to carry on its functions have been included in the financial statements forming part of this annual budget.

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 financial statements. A separate statement of those monies appears at Note 13 to the annual budget.

2022/23 actual balances

Balances shown in this budget as 2022/23 Actual are estimates forecast as at the time of preparation of the annual budget and are subject to final adjustments.

Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Initial application of accounting standards

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current - Deferral of Effective Date

It is not expected these standards will have an impact on the annual budget.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-6 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards

It is not expected these standards will have an impact on the annual budget.

Judgements, estimates and assumptions

The preparation of the annual budget 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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

Rounding off figures

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

SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

1 (b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

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

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 these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes 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.

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.

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.

FEES AND CHARGES

Revenue (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.

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, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated 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.

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 includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation 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 State taxes. Donations and subsidies made to community groups.

1 (c) KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

Governance

To provide a decision making process for the efficient allocation of scarce resources.

General purpose funding

To collect revenue to allow for the provision of services.

Law, order, public safety

To provide services to help ensure a safer and environmentally conscious community.

Health

To provide an operational framework for environmental and community health.

Housing

The provision of housing to staff.

Community amenities

The provision of services required by the community.

Recreation and culture

To establish and effectively manage infrastructure and resources that help to maintain the social well being of the community.

Transport

To provide safe, effective and efficient transport services to the community.

Economic services

To help promote the Shire and its economic wellbeing.

Other property and services

To monitor and control Council's overheads operating account.

ACTIVITIES

Includes the activities of members of council and the administrative support available to the council for the provision of governance to the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

Rates, general purpose government grants and interest revenue.

Supervision of various by-laws, fire prevention, emergency services and animal control

Food quality and pest control, operation of child health clinic, dental surgery and medical centre.

Maintenance of staff and rental housing.

Rubbish collection services, operation of tip, noise control, administration of town planning scheme, maintenance of cemetery, conveniences, storm water drainage, protection of the environment and Community Resource Centre operations.

Maintenance of public halls, aquatic centre and various sporting facilities. Provision and maintenance of parks, gardens, reserves and playgrounds. Operation of library and maintenance of museums and other cultural facilities

Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, depot maintenance and airfield maintenance

The regulation and provision of tourism, area promotion, building control, saleyards, noxious weeds, vermin control, plant nursery and standpipes

Private Works operations, plant repairs and operation costs. Maintenance of commercial buildings

SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

2. RATES AND SERVICE CHARGES

(a) Rating Information

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2023/24 Budgeted rate revenue	2023/24 Budgeted interim rates	2023/24 Budgeted back rates	2023/24 Budgeted total revenue	2022/23 Actual total revenue	2022/23 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$	\$
(i) Differential general rates or general rates										
Townsite	GRV	0.12871	226	1,969,684	253,523	0	0	253,523	241,450	241,450
Rural & mining	UV	0.01072	320	164,156,890	1,760,002	0	0	1,760,002	1,676,192	1,662,598
Sub-Total			546	166,126,574	2,013,525	0	0	2,013,525	1,917,642	1,904,048
		Minimum								
Minimum payment		\$								
Townsite	GRV	510	16	9,690	8,160	0	0	8,160	7,275	7,275
Rural & mining	UV	510	72	959,610	36,720	0	0	36,720	35,890	35,890
Sub-Total			88	969,300	44,880	0	0	44,880	43,165	43,165
			634	167,095,874	2,058,405	0	0	2,058,405	1,960,807	1,947,213
Discounts on general rates (Refer note 2(e))								(35,601)	(28,855)	(26,500)
Total amount raised from general rates								2,022,804	1,931,952	1,920,713
(ii) Specified area and ex gratia rates										
Ex-gratia rates										
CBH					24,089	0	0	24,089	23,163	21,385
Total specified area and ex gratia rates								24,089	23,163	21,385
Total rates								2,046,893	1,955,115	1,942,097

The Shire did not raise specified area rates for the year ended 30th June 2024.

All land (other than exempt land) in the Shire of Narembeen is rated according to its Gross Rental Value (GRV) (if located within a townsite) or otherwise according to its Unimproved Value (UV).

The general rates detailed for the 2023/24 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Single full payment	31/08/2023	0	0.0%	7.0%
Option two				
First instalment	31/08/2023	0	0.0%	7.0%
Second instalment	31/10/2023	10	5.5%	7.0%
Third instalment	31/12/2023	10	5.5%	7.0%
Fourth instalment	28/02/2024	10	5.5%	7.0%

	2023/24 Budget revenue	2022/23 Actual revenue	2022/23 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	2,300	1,680	2,450
Instalment plan interest earned	4,500	3,769	5,000
Unpaid rates and service charge interest earned	9,200	8,600	10,000
	16,000	14,050	17,450

SHIRE OF NAREMBEEN
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2024

2. RATES AND SERVICE CHARGES (CONTINUED)

(c) Specified Area Rate

The Shire did not raise a specified area rate for the year ended 30 June 2024.

(d) Service Charges

The Shire did not raise service charges for the year ended 30 June 2024.

(e) Early payment discounts

Rate, fee or charge to which discount is granted	Discount %	2023/24 Budget	2022/23 Actual	2022/23 Budget	Circumstances in which discount is granted
Discount for prompt payment	2.0%	\$ 35,601	\$ 28,855	\$ 26,500	Ratepayers are provided a discount for payment in full on or before the due date of 31 August 2023
		35,601	28,855	26,500	

3. NET CURRENT ASSETS

	Note	2023/24 Budget	2022/23 Actual	2022/23 Budget
		\$	\$	\$
(a) Composition of estimated net current assets				
Current assets				
Cash and cash equivalents - unrestricted	4	216,210	3,919,800	590,602
Cash and cash equivalents - restricted	4	5,524,978	5,867,313	5,278,834
Financial assets - unrestricted		0	0	(15,546)
Receivables		148,381	148,381	311,670
Inventories		13,372	13,372	13,372
		5,902,941	9,948,866	6,178,932
Less: current liabilities				
Trade and other payables		(26,217)	(26,218)	(605,324)
Contract liabilities		(1,135,624)	(1,135,624)	(1,217,614)
Long term borrowings	7	0	0	74,876
Employee provisions		(348,620)	(340,620)	(309,959)
		(1,510,461)	(1,502,462)	(2,058,021)
Net current assets		4,392,480	8,446,404	4,120,911
Less: Total adjustments to net current assets	3(c)	(4,392,480)	(4,734,815)	(4,120,911)
Net current assets used in the Rate Setting Statement		0	3,711,589	0

3. NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.

	Note	2023/24 Budget	2022/23 Actual	2022/23 Budget
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	5(b)	(170,000)	0	(199,288)
Less: Fair value adjustments to financial assets at fair value through profit and loss		(3,500)	(3,686)	0
Add: Loss on disposal of assets	5(b)	39,500	0	24,320
Add: Depreciation on assets	6	3,100,700	3,236,550	3,122,135
Non cash amounts excluded from operating activities		2,966,700	3,232,864	2,947,167

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets

Less: Cash - restricted reserves	8	(4,392,480)	(4,734,815)	(4,061,581)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings		0	0	(74,876)
Total adjustments to net current assets		(4,392,480)	(4,734,815)	(4,120,911)

3 (d) NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Narembreen 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.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

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.

Superannuation

The Shire of Narembreen contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Narembreen contributes are defined contribution plans.

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.

GOODS AND SERVICES TAX (GST)

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.

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

4. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2023/24 Budget	2022/23 Actual	2022/23 Budget
		\$	\$	\$
Cash at bank and on hand		1,290,557	5,534,531	1,735,869
Term deposits		4,450,631	4,252,582	4,133,567
Total cash and cash equivalents		5,741,188	9,787,113	5,869,436
Held as				
- Unrestricted cash and cash equivalents	3(a)	216,210	3,919,800	590,602
- Restricted cash and cash equivalents	3(a)	5,524,978	5,867,313	5,278,834
		5,741,188	9,787,113	5,869,436
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		5,524,978	5,867,313	5,278,834
		5,524,978	5,867,313	5,278,834
The restricted assets are a result of the following specific purposes to which the assets may be used:				
Financially backed reserves	8	4,392,480	4,734,815	4,061,581
Contract liabilities		1,132,498	1,132,498	1,217,253
		5,524,978	5,867,313	5,278,834
Reconciliation of net cash provided by operating activities to net result				
Net result		(451,827)	2,124,509	2,781,561
Depreciation	6	3,100,700	3,236,550	3,122,135
Net (profit)/loss on sale of assets	5(b)	(130,500)	0	(174,968)
(Profit)/Loss on revaluation of non current assets		(3,500)	(3,686)	0
Share of profit or (loss) of associates accounted for using the equity method		0	0	0
(Increase)/decrease in receivables		0	163,996	0
Increase/(decrease) in payables		0	(697,127)	0
Increase/(decrease) in contract liabilities		0	(74,457)	0
Increase/(decrease) in other provision		0	2,765	0
Increase/(decrease) in employee provisions		8,000	0	0
Non-operating grants, subsidies and contributions		(3,189,736)	(2,050,398)	(6,060,601)
Net cash from operating activities		(666,862)	2,702,152	(331,873)

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, 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 shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

5. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

	Reporting program								
	Housing	Community amenities	Recreation and culture	Transport	Economic services	Other property and services	2023/24 Budget total	2022/23 Actual total	2022/23 Budget total
Asset class	\$	\$	\$	\$	\$	\$	\$	\$	\$
<u>Property, Plant and Equipment</u>									
Buildings - non-specialised	1,060,000	-	-	-	-	-	1,060,000	26	500,000
Buildings - specialised	-	105,000	-	-	-	423,137	528,137	238,559	486,459
Furniture and equipment	-	-	-	-	-	70,000	70,000	36,090	276,842
Plant and equipment	-	5,000	-	1,604,580	-	160,000	1,769,580	67,570	1,154,180
	1,060,000	110,000	-	1,604,580	-	653,137	3,427,717	342,245	2,417,481
<u>Infrastructure</u>									
Infrastructure - roads	-	-	-	2,574,650	-	-	2,629,338	2,817,182	5,582,597
Infrastructure - footpaths	-	-	337,561	-	-	-	337,561	-	521,761
Infrastructure - parks and ovals	-	-	-	-	-	-	-	394,394	247,772
Other infrastructure	-	45,000	235,000	489,842	5,000	-	774,842	-	50,000
	-	45,000	572,561	3,064,492	5,000	-	3,741,741	3,211,576	6,402,130
Total acquisitions	1,060,000	155,000	572,561	4,669,072	5,000	653,137	7,169,458	3,553,821	8,819,611

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document.

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple of the **same** individual low value assets are purchased together as part of a larger asset or which collectively form a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

5. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2023/24 Budget Net Book Value	2023/24 Budget Sale Proceeds	2023/24 Budget Profit	2023/24 Budget Loss	2022/23 Actual Net Book Value	2022/23 Actual Sale Proceeds	2022/23 Actual Profit	2022/23 Actual Loss	2022/23 Budget Net Book Value	2022/23 Budget Sale Proceeds	2022/23 Budget Profit	2022/23 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Transport	448,000	553,500	145,000	(39,500)	0	0	0	0	0	0	0	0
Economic services	0	0	0	0	0	0	0	0	41,857	50,000	8,143	0
Other property and services	85,000	110,000	25,000	0	0	0	0	0	153,175	320,000	191,145	(24,320)
	533,000	663,500	170,000	(39,500)	0	0	0	0	195,032	370,000	199,288	(24,320)
By Class												
<u>Property, Plant and Equipment</u>												
Plant and equipment	533,000	663,500	170,000	(39,500)	0	0	0	0	195,032	370,000	199,288	(24,320)
	533,000	663,500	170,000	(39,500)	0	0	0	0	195,032	370,000	199,288	(24,320)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document.

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by the excess or deficit of proceeds against the net written down value of the asset. Gains and loss are included in profit or loss statement in the period which they arise.

6. ASSET DEPRECIATION

By Program

Governance
Law, order, public safety
Health
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

By Class

Buildings - non-specialised
Buildings - specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - parks and ovals

2023/24 Budget	2022/23 Actual	2022/23 Budget
\$	\$	\$
50,500	37,130	58,668
43,800	25,352	25,860
38,700	60,926	43,897
75,300	80,454	74,820
92,400	84,254	107,196
563,600	562,773	585,948
1,753,200	1,883,252	1,783,668
59,200	52,991	64,284
424,000	449,418	377,794
3,100,700	3,236,549	3,122,135
110,000	88,772	127,523
400,000	431,903	405,801
38,500	79,237	38,500
500,000	460,824	528,900
1,730,000	1,786,900	1,700,099
8,000	9,035	8,250
8,000	8,566	7,862
306,200	371,313	305,200
3,100,700	3,236,549	3,122,135

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held and ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings - non-specialised	30 to 50 years
Buildings - specialised	50 to 80 years
Furniture and equipment	3 to 10 years
Plant and equipment	3 to 15 years
Infrastructure - roads	20 to 80 years
Infrastructure - footpaths	20 years
Infrastructure - drainage	80 years
Infrastructure - parks and ovals	10 to 60 Years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

7. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan		Interest Rate	Budget Principal	2023/24 Budget New Loans	2023/24 Budget Principal Repayments	Budget Principal outstanding	2023/24 Budget Interest Repayments	Actual Principal	2022/23 Actual New Loans	2022/23 Actual Principal Repayments	Actual Principal outstanding	2022/23 Actual Interest Repayments	Budget Principal	2022/23 Budget New Loans	2022/23 Budget Principal Repayments	Budget Principal outstanding	2022/23 Budget Interest Repayments
	Number	Institution		1 July 2023			30 June 2024		1 July 2022			1 July 2023		1 July 2022			1 July 2023	
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture																		
Swimming Pool	125	WATC	6.68%	113,134	0	(25,560)	87,574	(7,138)	137,068	0	(23,934)	113,134	(7,220)	137,068	0	(23,935)	113,133	(8,763)
Recreation Centre	128	WATC	5.26%	538,853	0	(37,282)	501,571	(27,860)	574,248	0	(35,395)	538,853	(22,236)	574,248	0	(35,395)	538,853	(29,745)
				651,986	0	(62,841)	589,145	(34,998)	711,316	0	(59,330)	651,986	(29,456)	711,316	0	(59,330)	651,986	(38,508)
Self Supporting Loans																		
Housing																		
Aged Homes	127E	WATC	4.23%	18,046	0	(4,232)	13,814	(900)	22,104	0	(4,059)	18,046	(887)	22,105	0	(4,059)	18,046	(893)
Recreation and culture																		
Mt Walker Tennis Club	130	WATC	1.09%	7,639	0	(3,799)	3,840	(73)	11,396	0	(3,758)	7,638	(71)	11,396	0	(3,758)	7,638	(114)
Narembeen Bowling Club	131	WATC	1.60%	64,616	0	(7,805)	56,811	(611)	72,345	0	(7,729)	64,616	(394)	72,345	0	(7,729)	64,616	(686)
				90,301	0	(15,835)	74,466	(1,584)	105,845	0	(15,546)	90,300	(1,352)	105,846	0	(15,546)	90,300	(1,693)
				742,288	0	(78,677)	663,611	(36,582)	817,161	0	(74,875)	742,286	(30,808)	817,162	0	(74,876)	742,286	(40,201)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.
The self supporting loan repayments are fully reimbursed.

7. INFORMATION ON BORROWINGS

(b) New borrowings - 2023/24

The Shire does not intend to undertake any new borrowings for the year ended 30 June 2024

(c) Unspent borrowings

The Shire had no unspent borrowed funds as at 30 June 2023 nor is it expected to have unspent borrowed funds as at 30 June 2024.

(d) Credit Facilities

	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
Undrawn borrowing facilities			
credit standby arrangements			
Bank overdraft limit	200,000	200,000	200,000
Bank overdraft at balance date	0	0	0
Credit card limit	50,000	50,000	50,000
Credit card balance at balance date	(5,000)	(7,560)	(5,200)
Total amount of credit unused	245,000	242,440	244,800
Loan facilities			
Loan facilities in use at balance date	663,611	742,286	742,286

Overdraft details	Purpose overdraft was established	Year overdraft established	Credit limit as at 1 July 2023	2023/24 Budgeted Increase/ (Decrease)	Budgeted credit limit as at 30 June 2024
Bankwest	Cashflow	n/a	\$ 200,000	\$ 0	\$ 200,000
			200,000	0	200,000

SIGNIFICANT ACCOUNTING POLICIES

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 until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

8. FINANCIALLY BACKED RESERVES

(a) Financially Backed Reserves - Movement

	2023/24		2023/24		2023/24		2023/23		2022/23		2022/23		2022/23		2022/23		2022/23		2022/23	
	Budget		Budget		Budget		Actual		Actual		Actual		Actual		Actual		Actual		Actual	
	Opening		Transfer to		Transfer (from)		Opening Balance		Transfer to		Transfer (from)		Opening Balance		Transfer to		Transfer (from)		Closing Balance	
	\$		\$		\$		\$		\$		\$		\$		\$		\$		\$	
Restricted																				
(a) Leave reserve	275,611	10,441				286,052	264,014	11,597	0	275,611	0	275,611	264,014	0	0	0	0	0	264,014	
(b) Plant reserve	669,185	25,350	(335,000)			359,535	585,940	83,245	0	669,185	0	669,185	585,940	83,245	0	0	0	0	669,185	
(c) Infrastructure reserve	1,921,195	277,985				2,199,180	1,631,810	549,122	(259,737)	1,921,195	(259,737)	1,921,195	1,631,810	549,122	(259,737)	(259,737)	(259,737)	1,921,195		
(d) Land Development reserve	374,214	14,176	(250,000)			138,390	373,254	960	0	374,214	0	374,214	373,254	0	(250,000)	(250,000)	(250,000)	123,254		
(e) Avoca Farm reserve	80,261	3,040				83,301	45,761	34,500	0	80,261	0	80,261	45,761	34,500	0	0	0	80,261		
(f) Recreation reserve	620,413	23,503				643,916	613,980	6,433	0	620,413	0	620,413	613,980	0	0	0	0	613,980		
(g) Housing reserve	559,832	21,208	(141,907)			439,133	479,509	80,323	0	559,832	0	559,832	479,509	80,323	(400,000)	(400,000)	(400,000)	159,832		
(h) Heritage reserve	20,742	786				21,528	20,284	458	0	20,742	0	20,742	20,284	0	0	0	0	20,284		
(i) Medical reserve	94,151	3,567				97,718	90,365	3,786	0	94,151	0	94,151	90,365	0	0	0	0	90,365		
(j) Bendering landfill reserve	119,211	4,516				123,727	28,652	90,559	0	119,211	0	119,211	28,652	90,559	0	0	0	119,211		
	4,734,815	384,571	(726,907)			4,392,480	4,133,569	860,983	(259,737)	4,734,815	(259,737)	4,734,815	4,133,569	837,749	(909,737)	(909,737)	(909,737)	4,061,581		
	4,734,815	384,571	(726,907)			4,392,480	4,133,569	860,983	(259,737)	4,734,815	(259,737)	4,734,815	4,133,569	837,749	(909,737)	(909,737)	(909,737)	4,061,581		

(b) Financially Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Leave reserve	Ongoing	To be used to fund annual and long service leave requirements
(b) Plant reserve	Ongoing	To be used to assist in the replacement and upgrade of Shire plant and equipment
(c) Infrastructure reserve	Ongoing	To be used to for the construction of new or significantly improved infrastructure
(d) Land Development reserve	Ongoing	To be used to finance land development within the Shire
(e) Avoca Farm reserve	Ongoing	To be used to develop Avoca Farm
(f) Recreation reserve	Ongoing	To be used to provide new or upgrade existing recreation facilities within the Shire
(g) Housing reserve	Ongoing	To be used for the construction of new Shire housing and refurbishment of existing houses
(h) Heritage reserve	Ongoing	To be used to finance the maintenance of historical buildings within the Shire
(i) Medical reserve	Ongoing	To be used to assist in the future attraction and retention of medical services
(j) Bendering landfill reserve	Ongoing	To be used to assist in the future upgrade of plant, machinery and other requirements at Bendering Landfill Site

SHIRE OF NAREMBEEN
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2024

9. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods

10. PROGRAM INFORMATION

Income and expenses	2023/24 Budget	2022/23 Actual	2022/23 Budget
Income excluding grants, subsidies and contributions	\$	\$	\$
Governance	33,200	28,475	48,500
General purpose funding	2,255,058	2,142,971	1,987,549
Law, order, public safety	58,400	58,533	57,231
Health	1,100	1,705	0
Housing	64,740	73,866	84,321
Community amenities	213,689	279,559	216,482
Recreation and culture	69,184	78,280	58,000
Transport	5,000	3,754	5,000
Economic services	105,750	112,492	114,993
Other property and services	288,100	102,977	278,946
	3,094,221	2,882,612	2,851,022
Operating grants, subsidies and contributions			
Governance	0	2,046	0
General purpose funding	50,000	3,206,514	477,523
Law, order, public safety	7,820	16,414	14,360
Community amenities	210,000	267,144	165,000
Recreation and culture	15,000	0	20,795
Transport	448,923	707,007	617,577
Economic services	0	105,803	183,012
	731,743	4,304,928	1,478,267
Non-operating grants, subsidies and contributions			
Community amenities	0	115,506	0
Recreation and culture	1,068,222	141,753	1,880,584
Transport	2,121,514	1,793,139	4,180,017
	3,189,736	2,050,398	6,060,601
Total Income	7,015,700	9,237,938	10,389,890
Expenses			
Governance	(242,259)	(297,641)	(229,662)
General purpose funding	(172,788)	(130,791)	(170,396)
Law, order, public safety	(192,689)	(154,576)	(186,341)
Health	(415,817)	(175,040)	(191,819)
Housing	(163,573)	(198,575)	(166,036)
Community amenities	(932,300)	(871,065)	(1,162,332)
Recreation and culture	(1,538,707)	(1,329,453)	(1,532,975)
Transport	(3,307,099)	(3,141,266)	(3,281,119)
Economic services	(376,473)	(497,952)	(550,919)
Other property and services	(125,821)	(317,070)	(136,730)
Total expenses	(7,467,526)	(7,113,429)	(7,608,329)
Net result for the period	(451,826)	2,124,509	2,781,561

11. OTHER INFORMATION

	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	179,365	165,000	12,500
- Other funds	3,000	3,121	9,693
Self Supporting Loan Interest	1,584	1,693	2,193
Other interest revenue (refer note 1b)	14,100	12,649	15,000
	198,049	182,463	39,386
* The Shire has resolved to charge interest under section 6.13 for the late payment of rates at 7% p.a.			
(b) Other revenue			
Reimbursements and recoveries	21,100	20,740	36,000
Other	53,500	92,096	40,000
	74,600	112,836	76,000
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	40,000	41,500	52,000
	40,000	41,500	52,000
(d) Interest expenses (finance costs)			
Borrowings (refer Note 7(a))	36,582	30,809	40,201
	36,582	30,809	40,201
(e) Write offs			
General rate	5,000	5,217	5,000
Fees and charges	2,000	0	5,000
	7,000	5,217	10,000

12. ELECTED MEMBERS REMUNERATION

Elected member Cr KM Mortimore

President's allowance	7,500	7,000	7,000
Meeting attendance fees	5,000	2,955	3,240
Travel reimbursement	625	400	456
	13,125	10,355	10,696

Elected member Cr SW Stirrat

Deputy President's allowance	1,875	1,800	1,800
Meeting attendance fees	3,679	1,740	3,240
Travel reimbursement	625		2,314
	6,179	3,540	7,354

Elected member Cr M Currie

Meeting attendance fees	3,271	2,070	3,240
Travel reimbursement	625	0	0
	3,896	2,070	3,240

Elected member Cr H Cusack

Meeting attendance fees	3,270	1,815	3,240
Travel reimbursement	625	170	230
	3,895	1,985	3,470

Elected member Cr T Cole

Meeting attendance fees	3,270	2,070	3,240
Travel reimbursement	625	0	0
	3,895	2,070	3,240

Elected member CR W Milner

Meeting attendance fees	3,270	2,155	3,240
Travel reimbursement	625	0	0
	3,895	2,155	3,240

Elected member Cr C Bray

Meeting attendance fees	3,270	1,815	3,240
Travel reimbursement	625	340	0
	3,895	2,155	3,240

Elected member Cr AM Hardham

Meeting attendance fees	3,270	1,570	3,240
Travel reimbursement	625	0	0
	3,895	1,570	3,240

Total Elected Member Remuneration

	42,675	25,900	37,720
President's allowance	7,500	7,000	7,000
Deputy President's allowance	1,875	1,800	1,800
Meeting attendance fees	28,300	16,190	25,920
Travel reimbursement	5,000	910	3,000
	42,675	25,900	37,720

12. INVESTMENT IN JOINT ARRANGEMENTS

- (i) The Shire together with the Department of Communities have a joint venture arrangement with regard to the provision of 9 housing units in the Narembeen townsite.

Council's share of these assets are included in Property, Plant and Equipment is as follows.

	2023/24 Budget	2022/23 Actual	2022/23 Budget
Non-current assets	\$	\$	\$
Land and building fair values (as at 30 June 2022)	1,326,500	1,326,500	1,146,075
Less: subsequent accumulated depreciation	(29,669)	0	(132,537)
	1,296,831	1,326,500	1,013,538
Less: Department of Communities ownership share of 31 Curral Street, Narembeen	(493,706)	(502,758)	0
Less: Department of Communities ownership share of 33 Curral Street, Narembeen	(402,123)	(410,276)	0
Less: Department of Communities ownership share of 24 Doreen Street, Narembeen	(253,702)	(262,817)	0
	147,300	150,649	1,013,538

SIGNIFICANT ACCOUNTING POLICIES

INTERESTS IN JOINT ARRANGEMENTS

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Narembeen’s interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

13. TRUST FUNDS

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Detail	Balance 1 July 2023	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2024
	\$	\$	\$	\$
Building Services Levy funds on hand	180	0	0	180
				0
	180	0	0	180

14. FEES AND CHARGES

	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
By Program:			
Governance	15,600	17,062	16,500
General purpose funding	8,200	3,399	9,950
Law, order, public safety	58,400	58,533	57,231
Health	1,100	1,705	0
Education and welfare	0	0	0
Housing	62,840	69,163	81,928
Community amenities	213,689	248,650	216,482
Recreation and culture	18,500	19,980	17,200
Transport	5,000	3,754	5,000
Economic services	105,750	112,492	106,850
Other property and services	115,600	97,461	85,301
	604,679	632,199	596,442

The subsequent pages detail the fees and charges rates proposed to be imposed by the local government.

Shire of Narembeen
Budget for the year ended 30 June 2024
Revised Non-Operating Expenditure
Asset acquisitions by asset class

Asset Class	Job/GL Number	Job Description	Cost
Property plant and equipment capital expenditure			
Grant funded property plant and equipment capital expenditure			
Buildings			
Local Roads and Community Infrastructure (LRCI)			
Buildings - specialised	2093	LRCI 3 - Town Hall upgrades	20,000
Buildings - specialised	2128	LRCI 4 - Town Hall upgrades	75,000
Total grant funded property plant and equipment capital expenditure			95,000
Own source property plant and equipment capital expenditure			
Buildings			
Buildings - non-specialise	2045	Shire staff housing construction	450,000
Buildings - non-specialise	2129	26 Hilton Way - landscaping for back yard	10,000
Buildings - non-specialise	2130	New doctor's house - Cheetham Way	600,000
Buildings - specialised	2055	Administration Office and Chambers Refurbishment (design and specifications)	88,137
Buildings - specialised	2131	Industrial plot development	250,000
Buildings - specialised	2132	Administration office, tank and pressure pump for reticulation	5,000
Buildings - specialised	2133	Recreation centre, generator	80,000
Buildings - specialised	2164	Mt Arrowsmith tennis club, 3-phase power installation	10,000
Total own source housing capital expenditure			1,493,137
Plant and equipment			
Light vehicles	2115	Toyota Prado - replace 2021 Toyota Prado (works manager's vehicle)	80,000
Light vehicles	2135	Toyota Prado - replace 2021 Toyota Prado (CEO vehicle)	80,000
Light vehicles	2136	Toyota Hilux - replace 2016 Toyota Hilux (mechanic's vehicle)	50,000
Light vehicles	2137	Ford Ranger - replace 2020 Nissan Navara	35,000
Light vehicles	2138	Ford Ranger - replace 2020 Nissan Navara	42,000
Plant	2134	Volvo Loader - replace 2013 model	450,000
Plant	2086	Mack Granite prime mover - replace 2012 model	315,000
Plant	2086	Mack Granite prime mover - replace 2011 model	315,000
Plant	2139	CAT vibrating drum roller - replace 2012 model	200,000
Plant	2140	Tri-axle dolly - replace 2009 model	35,000
Plant	2141	Toro Reelmaster Mower	64,010
Plant	2142	Ute-mounted boom spray	15,170
Plant	2143	Vertimower reel	18,400
Plant	2144	Skidsteer loader with attachments	65,000
Plant	2145	Fuso Rosa bus - vinyl wrap with Shire logo	5,000
Total own source plant and equipment capital expenditure			1,769,580
Furniture and equipment			
Equipment	2146	New phone system for administration and CRC	5,000
Equipment	2043	Hardware Renewal and Plan Initiatives (Admin Server)	15,000
Equipment	2147	Video conferencing equipment for Council Chambers	30,000
Equipment	2148	Starlink internet equipment and installation	20,000
Total own source furniture and equipment capital expenditure			70,000
Total own source property plant and equipment capital expenditure			3,332,717
Total property plant and equipment capital expenditure			3,427,717

Budget for the year ended 30 June 2024
Revised Non-Operating Expenditure
Asset acquisitions by asset class

Asset Class	Job/GL Number	Job Description	Cost
Infrastructure capital expenditure			
Grant funded infrastructure capital expenditure			
Other infrastructure			
Local Roads and Community Infrastructure (LRCI)			
Other infrastructure	2094	LRCI 3 - Electronic sign board	8,000
Other infrastructure	2149	LRCI 4 - Swimming pool heating	100,000
Other infrastructure	2150	LRCI 4 - Townsite drainage improvements	251,842
Total grant funded other infrastructure capital expenditure			359,842
Footpath infrastructure			
Local Roads and Community Infrastructure (LRCI)			
Footpath Infrastructure	1430	LRCI 3 - Footpath Infrastructure	30,000
Footpath Infrastructure	2092	LRCI 3 - Planning and improvements Churchill Street	307,561
Total grant funded footpath infrastructure capital expenditure			337,561
Road infrastructure			
Local Roads and Community Infrastructure (LRCI)			
Road Infrastructure	2091	LRCI 3 - Savage Lane sealing	226,540
Road Infrastructure	2122	LRCI 4 - Culvert on Corrigin/Narembene Rd	120,000
Total LRCI funded road infrastructure capital expenditure			346,540
Blackspot funding			
Road Infrastructure	2015	Latham, Churchill, Currall and Longhurst Street intersection, reconstruct	10,000
Total Blackspot funded road infrastructure capital expenditure			10,000
Road to Recoveries (R2R)			
Road Infrastructure	2062	R2R - Soldiers Road, gravel resheeting (SLK to be determined)	545,509
Road Infrastructure	2151	R2R - Soldiers Road, resealing (SLK to be determined)	150,000
Road Infrastructure	2152	R2R - Yeomans Road, gravel resheeting (SLK 8.70 - 11.70)	150,000
Road Infrastructure	2153	R2R - Sloss Road, gravel resheeting (SLK 0.00 - 4.30)	150,000
Total R2R funded road infrastructure capital expenditure			995,509
Regional Road Groups (RRG)			
Road Infrastructure	2154	RRG - Cramphorne Road, reconstruct to 9m and seal (SLK 32.29 - 37.29)	620,000
Road Infrastructure	2155	RRG - Cramphorne Road, second coat seal (SLK 11.64 - 12.20 13.33 - 14.41 16.24 - 17.31)	100,000
Total RRG funded road infrastructure capital expenditure			720,000
Wheatbelt Secondary Freight Network (WSFN)			
Road Infrastructure	2080	WSFN - Narembene-Kondinin Road, widen to 10m and overlay (SLK 10.00 - 13.20)	327,546
Road Infrastructure	2081	WSFN - Narembene-Kondinin Road, widen to 10m and overlay (SLK 14.00 - 16.00)	47,744
Road Infrastructure	2082	WSFN - Narembene-Kondinin Road, vegetation clearing and traffic management (SLK 14.00 - 16.00)	54,688
Road Infrastructure	2112	WSFN - Narembene-Kondinin Road, widen to 10m and overlay (SLK 4.80 - 5.40)	85,597
Road Infrastructure	2113	WSFN - Narembene-Kondinin Road, widen to 10m and overlay (SLK 6.00 - 6.30)	41,714
Total WSFN funded road infrastructure capital expenditure			557,289
Total grant funded road infrastructure capital expenditure			2,629,338
Total grant funded infrastructure capital expenditure			3,326,741
Own source infrastructure capital expenditure			
Other infrastructure			
Other infrastructure	2120	Cemetery shade structures and seating	15,000
Other infrastructure	2116	Stormwater harvesting projects	30,000
Other infrastructure	2156	Townsite drainage survey and design	60,000
Other infrastructure	2157	Townsite kerb replacement	150,000
Other infrastructure	2158	Airfield lighting upgrades	20,000
Other infrastructure	2159	Netball and basketball court shade structure, design and QS	50,000
Other infrastructure	2160	Walker Lake signage	25,000
Other infrastructure	2161	Community Directory website development	5,000
Other infrastructure	2162	BMX track, survey and design	10,000
Other infrastructure	2163	Ski Lake planning and development	50,000
Total own source infrastructure capital expenditure			415,000
Total infrastructure capital expenditure			\$ 3,741,741
Total capital expenditure			\$ 7,169,458

Budget for the year ended 30 June 2024

Non-Operating Grants, Subsidies and Contributions by grant

GL	Grant Provider	Related Asset Acquisition	Estimate
<u>Non-operating grants</u>			
1052501	LRCI 1	Final 10% after submission of audit	54,684
1052501	LRCI 2	Final 10% after submission of audit	38,647
1052501	LRCI 3	Balance of phase 3 funding to be expended, less final 10%	482,733
1052501	LRCI 4	See capital works, assumed 100% expenditure and 90% entitlement to funds	492,158
Total LRCI funding			1,068,222
1212600	Roads to Recovery	R2R - Soldiers Road, gravel resheeting (SLK to be determined)	545,509
1212600	Roads to Recovery	R2R - Soldiers Road, resealing (SLK to be determined)	150,000
1212600	Roads to Recovery	R2R - Yeomans Road, gravel resheeting (SLK 8.70 - 11.70)	150,000
1212600	Roads to Recovery	R2R - Sloss Road, gravel resheeting (SLK 0.00 - 4.30)	150,000
Total R2R funding			995,509
1212200	Regional Road Group	RRG - Cramphorne Road, reconstruct to 9m and seal (SLK 32.29 - 37.29)	413,333
1212200	Regional Road Group	RRG - Cramphorne Road, second coat seal (SLK 11.64 - 12.20 13.33 - 14.41 16.24 - 17.31)	66,667
Total RRG funding			480,000
1212801	Wheatbelt Secondary Freight Network	WSFN - Narembeen-Kondinin Road, widen to 10m and overlay (SLK 10.00 - 13.20)	305,710
1212801	Wheatbelt Secondary Freight Network	WSFN - Narembeen-Kondinin Road, widen to 10m and overlay (SLK 14.00 - 16.00)	170,429
1212801	Wheatbelt Secondary Freight Network	WSFN - Narembeen-Kondinin Road, widen to 10m and overlay (SLK 4.80 - 5.40)	79,891
1212801	Wheatbelt Secondary Freight Network	WSFN - Narembeen-Kondinin Road, widen to 10m and overlay (SLK 6.00 - 6.30)	38,933
1212801	Wheatbelt Secondary Freight Network	WSFN - Narembeen-Kondinin Road, vegetation clearing and traffic management (SLK 14.00 - 16.00)	51,042
Total WSFN funding			646,005
Total non-operating grants and contributions			\$ 3,189,736

Shire of Narembreen
Budget for the year ended 30 June 2024
Asset disposals by asset class

Asset Type	Asset/Licence Number	Net Book Value	Expected Sale Proceeds	Profit/(Loss) on Disposal
Plant and equipment				
Toyota Prado (CEO's car)	PE116	40,000	55,000	15,000
Toyota Prado (WM's car)	PE1305	45,000	55,000	10,000
Nissan Navara	PE613	20,000	20,000	-
Nissan Navara	PE7298	20,000	20,000	-
Mack Granite prime mover	NB6079	100,000	105,000	5,000
Mack Granite prime mover	NB7704	100,000	100,000	-
Cat vibrating roller	PE1203	90,000	55,000	(35,000)
Volvo Loader	PE1207	110,000	250,000	140,000
Toro Reelmaster mower	PE156	8,000	3,500	(4,500)
		533,000	663,500	130,500

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 3 - General Purpose Funding

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Associated Rates Revenue - Income						
3122000 Rates (GRV, UV)	1,787,936	1,820,893	1,882,529	1,960,807	1,947,213	2,058,405
3111000 Discount on Rates Received Early (4%)	(52,820)	(26,000)	(25,113)	(28,855)	(26,500)	(35,601)
3121300 Interest on Rates Instalments	4,049	4,271	5,323	3,769	5,000	4,500
3121400 Rate Recovery Costs Reimbursed	2,243	8,102	7,197	1,719	5,500	4,900
3121600 Rate Enquiry Fee	1,320	2,734	60	-	2,000	1,000
4221600 Rates Instalment Admin Fee	2,380	2,350	2,360	1,680	2,450	2,300
3129000 Rates Non-Payment Penalty	11,677	7,704	8,831	8,600	10,000	9,200
3128000 Ex Gratia Rates (CBH)	21,278	21,385	21,385	23,163	21,385	24,089
5129000 FESA Levy Interest	465	316	369	345	500	400
	1,778,517	1,841,754	1,902,941	1,971,229	1,967,548	2,069,193
General Purpose Grants - Income						
1212500 Financial Assistance Grant - Roads	840,994	827,541	863,071	1,158,987	146,696	19,500
3221100 Financial Assistance Grant - General	1,292,694	1,280,527	1,968,178	2,047,528	330,828	30,500
	2,133,688	2,108,068	2,831,249	3,206,514	477,524	50,000
Other General Purpose Grant - Income						
3323000 Interest Received	39,508	25,448	10,741	168,056	20,000	182,365
3323002 Fair value adjustment	-	-	3,997	3,686	-	3,500
	39,508	25,448	14,737	171,742	20,000	185,865
Total General Purpose Funding income	3,951,713	3,975,270	4,748,927	5,349,485	2,465,072	2,305,058

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 3 - General Purpose Funding

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Rate Revenue - Expenditure						
3112000 Rates Write Off	(9)	(2)	(6,052)	(8,280)	(5,000)	(5,000)
3115000 Administration allocated	(117,353)	(134,019)	(131,859)	(113,095)	(148,146)	(145,788)
3116000 Rate Recovery Costs (Legal + Debt Collection)	(2,168)	(8,539)	(8,443)	(1,054)	(6,000)	(5,000)
3118000 Rates Valuation Costs	(8,255)	(8,101)	(8,637)	(8,603)	(10,250)	(16,000)
3119000 Rates Title Searches	(181)	(333)	(25)	(331)	(1,000)	(1,000)
Total General Purpose Funding Expenditure	(127,966)	(150,993)	(155,016)	(131,362)	(170,396)	(172,788)
Net General Purpose Funding income/(expenditure)	3,823,748	3,824,277	4,593,911	5,218,123	2,294,676	2,132,270

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 4 - Governance

Account Name	2020 annual actuals 30/06/2020	2021 annual actuals 30/06/2021	2022 annual actuals 30/06/2022	2023 YTD actuals 30/06/2023	2023 annual budget 30/06/2023	2024 budget
Members of Council - Income						
4122000 Reimbursements - Members of Council	-	355	5,750	2,555	-	-
Total Governance income	-	355	5,750	2,555	-	-
Member of Council - Expenditure						
4111000 Councillor Travel (500km/meeting @ \$1.20/km)	(7,399)	(6,958)	(4,388)	(2,455)	(3,000)	(5,000)
4111100 Councillor Sitting Fees	(20,900)	(22,670)	(20,480)	(17,100)	(25,920)	(28,300)
4111500 Councillor Deputy Presidents Allowance	(1,750)	(875)	(1,752)	(1,800)	(1,800)	(1,875)
4114000 Councillor Presidents Allowance	(7,000)	(7,875)	(7,581)	(7,200)	(7,200)	(7,500)
4112000 Councillor Conference Costs	(17,291)	(1,385)	(14,739)	(8,991)	(15,000)	(15,000)
4118500 Councillor IT allowance	-	-	-	-	-	(11,000)
4211501 Councillor uniforms	(8,683)	(4,860)	(621)	(3,206)	(5,000)	(1,000)
4112010 Administration allocated	(117,374)	(134,019)	(131,859)	(113,095)	(148,146)	(145,788)
4113000 Councillor Election Costs	(1,150)	-	(4,018)	-	-	(5,000)
4115000 Councillor Refreshments & Receptions	(13,150)	(13,260)	(9,266)	(10,556)	(13,000)	(11,800)
4118000 Councillor Donations / Gifts / Awards	(13,304)	(48,577)	(19,248)	(7,780)	(15,000)	(10,000)
Total Governance expenditure	(208,151)	(240,716)	(214,648)	(172,322)	(234,666)	(242,263)
Net Governance income/(expenditure)	(208,151)	(240,362)	(208,898)	(169,767)	(234,666)	(242,263)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 5 - Law, Order & Public Safety

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Fire Prevention - Income						
5123100 Emergency Services Levy Received	51,072	49,812	52,360	55,335	53,931	54,900
5124000 Bush Fire Brigade Operating Grant	20,765	10,172	12,801	16,414	9,860	7,820
	75,837	63,984	65,161	71,749	68,291	62,720
Animal Control - Income						
5221000 Animal Control Fines & Penalties	322	220	100	650	500	1,000
5223000 Animal Registration Fees	1,729	2,556	3,004	2,548	2,800	2,500
	2,052	2,776	3,104	3,198	3,300	3,500
Total Law, Order & Public Safety income	77,889	66,761	68,265	74,947	71,591	66,220

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 5 - Law, Order & Public Safety

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Fire Prevention - Expenditure						
5111000 Depreciation	(81,842)	(42,831)	(25,380)	(25,352)	(25,860)	(43,800)
5111100 Fire Brigade Vehicle Costs	(815)	(856)	(64)	(918)	(1,000)	(700)
5111220 Fire Brigade Costs	(10,908)	(2,377)	(4,003)	(306)	(13,240)	(3,000)
5112000 Insurance	(2,460)	(4,025)	-	(5,970)	(4,400)	(6,615)
5111222 Emergency Services Facility - Maintenance	(6,047)	(7,940)	(4,982)	(5,432)	(5,047)	(6,100)
5111101 Emergency Services Levy Payments	(53,510)	(50,571)	(52,775)	(55,195)	(55,736)	(54,100)
5117000 Administration allocated	(23,471)	(26,804)	(26,398)	(22,625)	(29,629)	(29,187)
	(179,053)	(135,404)	(113,603)	(115,798)	(134,912)	(143,502)
Animal Control - Expenditure						
5212000 Animal control	(15,324)	(12,315)	(13,445)	(16,745)	(21,500)	(14,000)
5212010 Administration allocated	(23,471)	(26,804)	(26,398)	(22,702)	(29,629)	(29,187)
5213000 Animal Registration Discs	-	(118)	-	(185)	(300)	(1,000)
5221500 Fines enforcement	-	-	-	-	-	(5,000)
	(38,795)	(39,237)	(39,843)	(39,632)	(51,429)	(49,187)
Total Law, Order & Public Safety expenditure	(217,848)	(174,640)	(153,446)	(155,431)	(186,341)	(192,689)
Net Law, Order & Public Safety income/(expenditure)	(139,959)	(107,880)	(85,181)	(80,484)	(114,750)	(126,469)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 7 - Health

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Other Health - Income						
7524010 Other Health Income	-	172	2,145	1,705	-	1,100
Total Health income	-	172	2,145	1,705	-	1,100
Health Inspections & Administration - Expenditure						
7311000 Administration allocated	(11,735)	(13,402)	(13,199)	(11,313)	(14,814)	(14,594)
7315000 RoeROC EHO service	(37,502)	(32,928)	(22,700)	(37,437)	(41,600)	(32,700)
	(49,237)	(46,330)	(35,899)	(48,749)	(56,414)	(47,294)
Mosquito Control - Expenditure						
7411001 Mosquito Control	(4,072)	(2,567)	(5,028)	(1,792)	(5,564)	(3,500)
	(22,523)	(22,523)	(22,523)	(1,792)	(5,564)	(3,500)
Other Health - Expenditure						
7511000 Depreciation	(4,026)	(44,791)	(45,256)	(60,926)	(43,897)	(38,700)
7511120 Dentist Surgery Maintenance	(13,376)	(8,340)	(11,878)	(2,809)	(13,360)	(11,000)
7511020 Doctors Surgery Maintenance	(8,331)	(5,333)	(7,428)	(4,408)	(8,377)	(6,300)
7511400 Doctors Car	(433)	(509)	(1,295)	(41)	(1,300)	(1,500)
7513000 Medical Centre Management Fees	(40,785)	(38,864)	(49,941)	(38,000)	(40,000)	(288,000)
7511500 Doctor's House	(7,892)	(12,000)	(12,000)	(12,000)	(12,000)	(12,000)
7512010 Administration allocated	(11,759)	(13,402)	(6,533)	(5,641)	(7,407)	(7,223)
7611000 Sample analysis and testing	(404)	(180)	(360)	(360)	(500)	(300)
	(87,006)	(123,713)	(135,191)	(124,499)	(129,841)	(365,023)
Total Health expense	(158,766)	(192,566)	(193,613)	(175,040)	(191,819)	(415,817)
Net Health income/(expenditure)	(87,006)	(123,541)	(133,046)	(122,793)	(129,841)	(414,717)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 9 - Housing

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Employee Housing - Income						
9121000 Employee Housing Rent	36,270	12,730	12,610	9,978	13,520	10,140
9124000 Reimbursement for Employee Housing Utilities	2,670	725	-	3,810	1,500	1,000
9120000 Reallocation of Staff Housing Income	(20,620)	(8,609)	-	(10,065)	(15,020)	(11,140)
	18,320	4,847	12,610	3,723	-	-
Other Housing - Income						
9223000 Rental Income for 31 Currall Street (Family) Units	16,153	11,551	15,645	19,406	15,200	15,700
9221010 Rental Income for 33 Currall Street (Singles) Units	25,856	26,435	25,493	26,520	25,608	26,000
9221020 Rental Income for 24 Doreen Street (Family) Units	13,956	6,537	10,221	13,260	9,600	11,000
9228000 Aged Homes Reimbursements (Interest)	1,372	1,219	1,059	893	893	900
9221011 Housing income	-	15,600	22,666	-	18,000	-
	57,337	61,340	75,084	60,078	69,301	53,600
Total Housing income	75,658	66,187	87,694	63,801	69,301	53,600

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 9 - Housing

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Employee Housing - Expenditure						
9111000 Depreciation	(52,751)	(51,837)	(51,837)	(50,454)	(52,824)	(51,700)
9111024 10 Hilton Way	(5,622)	(9,507)	(7,822)	(11,657)	(10,144)	(10,000)
9211321 18 Hilton Way	(6,819)	(7,312)	(5,005)	(4,131)	(6,338)	(10,000)
9111022 26 Hilton Way (CEO)	(10,878)	(33,911)	(6,951)	(10,418)	(13,843)	(12,000)
9111031 8 Cheetham Way (EMCS)	(11,734)	(20,615)	(10,008)	(10,782)	(12,215)	(22,000)
9111033 20 Cheetham Way (WM)	(10,295)	(13,206)	(7,529)	(10,798)	(8,500)	(12,000)
9111035 15 Northmore Street	-	-	-	(1,584)	-	(10,000)
9111026 21 Northmore Street	(4,015)	(3,683)	(5,488)	(14,263)	(4,500)	(15,000)
9111034 Building Maintenance Salaries - Employee Housing	(1,054)	(4,988)	(65)	(90)	(6,822)	-
9110000 Reallocate employee housing to PWO and admin	108,567	152,809	66,655	65,148	127,657	142,700
	3,072	(1,205)	(30,113)	(49,029)	12,471	-

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 9 - Housing

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Other Housing - Expenditure						
9211000 Depreciation	(21,221)	(21,594)	(21,594)	(29,999)	(21,996)	(23,600)
9111023 16 Hilton Way	(3,080)	(5,872)	(5,771)	(12,028)	(7,971)	(3,000)
9111027 15 Northmore Street	(3,400)	(2,108)	(2,248)	(4,396)	(4,500)	-
9211530 SSL 127 Aged Homes Interest	(630)	(1,219)	(1,057)	(887)	(893)	(900)
9211621 Unit 1/31 Currall Street	(5,294)	(3,580)	(5,119)	(2,674)	(4,250)	(4,200)
9211601 Unit 2/31 Currall Street	(5,951)	(3,496)	(3,815)	(2,938)	(5,150)	(3,900)
9211600 Unit 3/31 Currall Street (Edna)	(10,064)	(5,410)	(3,833)	(2,813)	(4,650)	(5,400)
9225000 Unit 1/33 Currall Street (Health)	(4,800)	(3,834)	(2,090)	(3,317)	(3,950)	(3,300)
9224000 Unit 2/33 Currall Street	(2,093)	(1,739)	(2,139)	(2,409)	(3,950)	(2,100)
9221300 Unit 3/33 Currall Street	(3,181)	(2,464)	(2,398)	(2,415)	(3,150)	(2,600)
9111130 Unit 4/33 Currall Street	(4,814)	(2,118)	(1,807)	(7,282)	(3,800)	(4,300)
9211320 Unit 1/24 Doreen Street	(3,206)	(3,141)	(2,922)	(2,433)	(3,000)	(2,900)
9211620 Unit 2/24 Doreen Street	(5,398)	(7,205)	(4,454)	(4,304)	(5,100)	(5,300)
9226000 Building Maintenance - Other Housing	(7,031)	(10,186)	(130)	(5,449)	(17,054)	(3,113)
9229500 CEACA membership	-	-	-	-	-	(15,000)
9212000 Administration allocated	(58,676)	(67,009)	(65,863)	(56,532)	(74,073)	(72,820)
	(138,838)	(140,975)	(125,238)	(139,877)	(163,487)	(152,433)
Total Housing expenditure	(135,766)	(142,179)	(155,351)	(188,906)	(151,016)	(152,433)
Net Health income/(expenditure)	(60,109)	(75,993)	(67,657)	(125,104)	(81,715)	(98,833)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 10 - Community Amenities

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Household Rubbish - Income						
1012100 Reimbursement of Domestic Rubbish Collection Fees	81,764	83,978	85,055	91,691	93,838	97,526
1012101 Additional Rubbish Collection	22,440	27,576	36,548	40,653	37,644	43,663
	104,204	111,554	121,603	132,344	131,482	141,189
Town Planning & Regional Development - Income						
1042400 Sale of land	-	-	56,351	30,909	-	-
1042600 Town Planning Application Fees	5,116	3,560	1,641	441	2,500	2,500
	5,116	3,560	57,992	31,350	2,500	2,500
Other Community Amenities - Income						
1052100 Cemetery Charges	8,132	4,123	10,486	8,307	8,000	7,500
1052400 Community Bus Hire Charges	10,308	11,413	6,047	12,303	7,500	10,200
	18,441	15,536	16,533	20,611	15,500	17,700
Community Resource Centre - Income						
1052120 CRC Grants and Contributions	142,777	223,192	252,622	245,294	165,000	185,000
1052510 CRC Operating Income	64,770	57,827	74,760	64,053	67,000	37,300
1052125 CRC SOCK Week Grant	-	-	-	25,000	-	25,000
1052520 CRC Training & Workshops (GST-Free)	-	-	-	-	-	15,000
1052530 CRC Training & Workshops	-	-	-	-	-	15,000
	207,546	281,019	327,382	334,346	232,000	277,300
Total Community Amenities income	335,308	411,670	523,510	518,651	381,482	438,689

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 10 - Community Amenities

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Household Rubbish - Expenditure						
1011122 Domestic Rubbish Collection (Avon Waste)	(51,963)	(52,708)	(58,309)	(62,048)	(57,142)	(66,100)
1011123 Domestic Recycling Collection (Avon Waste)	(35,571)	(37,618)	(38,996)	(41,123)	(39,945)	(39,788)
1011200 Administration allocated	(11,735)	(13,402)	(13,199)	(11,313)	(14,815)	(14,594)
	(99,269)	(103,728)	(110,504)	(114,484)	(111,902)	(120,482)
General Sanitation - Expenditure						
1011102 Waste Transfer Station (Site Maintenance)	(4,926)	(3,714)	(2,281)	(6,863)	(7,800)	(4,800)
1011130 Waste Transfer Station (Site Attendance)	(65,832)	(65,896)	(67,062)	(67,068)	(72,134)	(67,392)
1011131 Bending Landfill Site (Avon Waste)	(26,539)	(27,096)	(27,367)	(29,447)	(32,926)	(31,508)
1021104 Depreciation	(6,702)	(6,702)	(6,702)	(8,255)	(6,828)	(7,100)
1021110 Kerbside collections (Avon Waste)	(15,832)	(12,723)	(24,685)	(12,745)	(14,664)	(15,500)
1021102 Bulk Recycling Bin Hire & Collection (Avon Waste)	(10,817)	(11,045)	(11,155)	(12,004)	(12,912)	(12,844)
1021120 Transfer Station Rubbish Collection (Avon Waste)	(27,876)	(26,165)	(29,108)	(27,989)	(32,280)	(36,156)
1021200 Administration allocated	(11,735)	(13,402)	(13,199)	(11,313)	(14,815)	(14,594)
	(170,259)	(166,743)	(181,561)	(175,684)	(194,359)	(189,894)
Town Planning & Regional Development - Expenditure						
1041100 Town Planning Control	(4,575)	(5,288)	(3,351)	(4,200)	(6,500)	(4,400)
1041102 Land Development Other	(24,632)	(1,282)	-	(4,280)	(245,000)	-
1041201 Administration allocated	(23,471)	(26,804)	(26,398)	(22,625)	(29,629)	(29,187)
	(52,677)	(33,374)	(94,299)	(31,105)	(281,129)	(33,587)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 10 - Community Amenities

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Other Community Amenities - Expenditure						
1051101 Public Convenience (Toilet Maintenance)	(19,102)	(21,893)	(70,505)	(59,069)	(45,997)	(53,500)
1051112 Cemetery Operation & Maintenance	(15,432)	(20,474)	(17,321)	(25,655)	(20,315)	(12,500)
1051122 Street Furniture / Public Art	(126)	(965)	(1,329)	(288)	(1,000)	(1,000)
1051132 Urban Storm Water Drains Maintenance	(7,644)	(6,350)	(4,178)	(5,845)	(2,750)	-
1051211 Administration allocated	(5,868)	(6,701)	(26,398)	(22,625)	(29,629)	(29,187)
1051500 Depreciation	(71,090)	(95,869)	(98,480)	(75,999)	(100,368)	(85,300)
	(119,261)	(153,152)	(218,211)	(189,480)	(200,059)	(181,487)
Community Resource Centre - Expenditure						
1051111 CRC Employee Costs	(157,530)	(159,853)	(152,178)	(138,979)	(199,646)	(176,930)
1051201 Administration Allocated	(117,353)	(134,019)	(65,863)	(56,532)	(74,073)	(72,820)
1051650 CRC Building/Surrounds Maintenance	(30,082)	(21,400)	(20,897)	(17,850)	(21,414)	(23,500)
1511800 CRC Project/Event/Workshop Costs	(24,784)	(72,622)	(92,208)	(123,841)	(51,100)	(88,600)
1511210 CRC Operational Costs	(23,216)	(30,055)	(28,767)	(29,838)	(28,650)	(30,000)
1511211 Grant monies disbursed - SOCK Week	-	-	-	-	-	(15,000)
	(352,964)	(417,949)	(359,912)	(367,039)	(374,883)	(406,850)
Total Community Amenities expenditure	(794,430)	(874,945)	(964,487)	(877,792)	(1,162,332)	(932,300)
Net Community Amenities income/(expenditure)	(459,122)	(463,276)	(440,977)	(359,141)	(780,850)	(493,611)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 11 - Recreation and Culture

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Public Halls & Civic Centres - Income						
1112100 Public / Lesser Hall Hire Fees	81,214	355	623	141	500	500
	81,214	355	623	141	500	500
Recreation & Sport - Income						
1132150 Gym Membership Fees	6,733	9,186	7,888	9,239	7,700	8,400
1132400 Recreation Equipment Lease/Hire	75	758	150	1,065	500	500
1132100 Reimbursements from sporting groups	41,715	157,462	10,931	-	20,045	15,000
1132160 Mt Walker Sports Club Reimbursements (Interest)	-	195	155	114	114	73
1113212 Bowls club contributions	-	-	-	141,753	146,727	-
1133101 Community benefit fund	-	-	40,000	57,500	40,000	50,000
5305051 Bowls club interest	-	-	761	686	686	611
1132401 LRCI Grant Funding	-	244,114	302,033	-	1,733,857	1,068,222
	48,522	411,715	361,917	210,357	1,949,629	1,142,806
Library - Income						
1142200 Library Income	-	1,430	-	-	750	-
	-	1,430	-	-	750	-
Swimming Pool - Income						
1122200 Pool Admission Charges	8,574	8,507	8,032	9,535	8,500	9,100
	8,574	8,507	8,032	9,535	8,500	9,100
Total Recreation and Culture income	138,309	422,007	370,572	220,033	1,959,379	1,152,406

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 11 - Recreation and Culture

Account Name	2020 annual actuals 30/06/2020	2021 annual actuals 30/06/2021	2022 annual actuals 30/06/2022	2023 YTD actuals 30/06/2023	2023 annual budget 30/06/2023	2024 budget
Public Halls & Civic Centres - Expenditure						
1111100 Depreciation	(45,191)	(50,953)	(50,953)	(58,453)	(51,924)	(51,400)
1111102 Town Hall (Maintenance)	(6,796)	(9,185)	(10,643)	(12,673)	(13,980)	(29,900)
1111105 Road Board Building	(8,516)	(6,469)	-	(135)	(5,000)	(30,000)
1111107 Spotter's Hut	-	-	-	-	-	(20,000)
1111200 Administration allocated	(11,735)	(13,402)	(13,199)	(11,313)	(14,815)	(14,594)
	(72,238)	(80,009)	(74,795)	(82,574)	(85,719)	(145,894)
Recreation & Sport - Expenditure						
1131100 Depreciation	(346,866)	(358,788)	(361,066)	(356,147)	(367,980)	(355,700)
1131102 Recreation Centre (Maintenance)	(21,153)	(17,024)	(30,505)	(24,429)	(45,875)	(33,000)
1131110 Town Oval (Maintenance)	(85,471)	(97,944)	(110,065)	(88,828)	(113,130)	(95,000)
1131122 Parks & Gardens (Maintenance)	(129,132)	(130,409)	(236,007)	(159,946)	(161,828)	(235,000)
1131132 Bowling Club (Greens Maintenance)	(82)	(391)	(562)	(97)	(500)	(500)
1131217 Loan - Bowling Club Interest	-	-	(1,053)	(394)	(686)	(611)
1131181 Gym Operating Expenses	(14,529)	(25,267)	(24,253)	(20,206)	(24,808)	(25,637)
1131182 Youth Centre (Maintenance)	(941)	(726)	(630)	(1,389)	(1,250)	(900)
1131202 Town Dam & Reticulation (Maintenance)	(22,970)	(26,554)	(25,201)	(26,314)	(30,215)	(28,020)
1131215 Loan 128 Rec Centre Interest	(34,455)	(33,237)	(30,680)	(22,236)	(29,745)	(27,860)
1131216 Loan - Mt Walker interest	(71)	(195)	(126)	(71)	(114)	(73)
1131300 Administration allocated	(23,471)	(26,804)	(26,398)	(22,625)	(29,629)	(29,187)
1131126 Recreation and sport planning and development	-	-	-	(24,275)	(50,000)	-
1131125 Ski lake planning and development	-	-	-	(8,430)	(50,000)	-
1131310 Sport and rec general precinct expenses	-	-	-	(3,900)	(10,000)	-
	(680,154)	(720,111)	(846,977)	(759,285)	(915,760)	(831,487)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 11 - Recreation and Culture

Account Name	2020 annual actuals 30/06/2020	2021 annual actuals 30/06/2021	2022 annual actuals 30/06/2022	2023 YTD actuals 30/06/2023	2023 annual budget 30/06/2023	2024 budget
Libraries - Expenditure						
1141100 Salaries	(3,642)	(4,356)	(21,669)	(43,843)	(15,000)	(16,609)
1141201 Administration allocated	(23,471)	(26,804)	(26,398)	(22,625)	(29,629)	(29,187)
1141300 Other Library Costs	(1,068)	(3,206)	(1,320)	(1,192)	(2,500)	(2,500)
	(28,180)	(34,366)	(49,387)	(67,660)	(47,129)	(48,296)
Culture - Expenditure						
1151100 Depreciation	(47,616)	(63,565)	(63,565)	(45,313)	(64,776)	(55,000)
1151102 Museum Maintenance	(1,941)	(9,993)	(1,863)	(3,063)	(9,000)	(5,000)
1151104 Community Events	(2,121)	(10,867)	(24,186)	(27,079)	(7,500)	(10,000)
1151112 Community Shed	(1,123)	(600)	(14,603)	(667)	(1,500)	(2,000)
1151200 Administration allocated	(11,735)	(13,402)	(26,398)	(22,625)	(29,629)	(29,187)
	(64,535)	(98,428)	(130,616)	(98,748)	(112,405)	(101,187)
Swimming Pool - Expenditure						
1121100 Swimming Pool Employee Costs	(67,159)	(67,672)	(77,041)	(73,522)	(87,468)	(83,516)
1121102 Swimming Pool Maintenance	(62,761)	(81,460)	(111,792)	(68,566)	(94,834)	(113,394)
1121104 Loan 125 Pool Interest	(12,824)	(11,710)	(9,797)	(7,220)	(8,763)	(7,138)
1121180 Depreciation	(103,784)	(99,957)	(99,374)	(102,860)	(101,268)	(101,500)
1121200 Administration	(23,471)	(26,804)	(26,398)	(22,625)	(29,629)	(29,187)
	(269,998)	(287,603)	(325,330)	(283,315)	(321,962)	(334,735)

Shire of Narembreen
Draft budget
For the year ended 30 June 2024
Schedule 11 - Recreation and Culture

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Other culture expenses						
1131218 Community benefit fund	-	-	(46,540)	(35,629)	(50,000)	(77,107)
	-	-	(46,540)	(35,629)	(50,000)	(77,107)
Total Recreation and Culture expenditure	(1,115,105)	(1,220,516)	(1,473,645)	(1,327,212)	(1,532,975)	(1,538,705)
Net Recreation and Culture income/(expenditure)	(976,796)	(798,509)	(1,103,073)	(1,107,178)	426,404	(386,300)

Shire of Narembreen
Draft budget
For the year ended 30 June 2024
Schedule 12 - Transport

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Aerodrome - Income	-	-				
1252300 Airfield Contributions	64,302	4,198	5,486	8,656	5,000	5,000
	64,302	4,198	5,486	8,656	5,000	5,000
Streets, Roads Bridges & Depot - Income						
1212100 Direct Grant Funding (Main Roads)	194,092	198,640	211,240	231,826	217,577	243,717
1222300 Heavy Vehicle Road Maintenance Contributions	-	-	427,503	487,183	400,000	205,206
1212800 Black spot funding	55,246	228,110	452,420	382,401	332,801	-
1212600 R2R grant funding	671,363	341,776	130,178	-	867,841	995,509
1212200 RRG grant funding	404,974	340,659	-	400,223	415,333	480,000
1212801 WSFN grant funding	-	1,686,000	-	1,049,378	2,564,042	646,005
	1,380,093	2,805,745	1,282,247	2,551,011	4,797,594	2,570,437
Total Transport income	1,444,395	2,809,943	1,287,733	2,559,667	4,802,594	2,575,437

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 12 - Transport

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Streets, Roads Bridges & Depot - Expenditure						
1211100 Depreciation	(106,942)	(80,622)	(80,622)	(78,277)	(82,164)	(86,600)
1211400 Infrastructure Depreciation	(1,577,621)	(1,615,499)	(1,669,486)	(1,804,975)	(1,701,504)	(1,666,600)
1221160 Street Tree Maintenance	(15,944)	(288)	(19,600)	(5,133)	(21,102)	(25,000)
1221170 Street Sweeping (Maintenance)	(21,494)	(15,908)	(10,528)	(16,889)	(9,764)	(15,800)
1221180 Weed Spraying (Maintenance)	(35,528)	(31,806)	(50,952)	(46,889)	(38,953)	(45,000)
1221190 Traffic Signage	(4,523)	(14,094)	(28,998)	(16,797)	(28,479)	(21,900)
1221200 Administration allocated	(293,382)	(335,048)	(344,246)	(286,081)	(375,998)	(380,611)
1221100 Street Lighting	(16,295)	(15,565)	(15,909)	(15,510)	(19,500)	(15,800)
1221102 Depot Maintenance	(28,335)	(19,992)	(20,697)	(29,035)	(17,200)	(21,500)
1221105 Road Maintenance	(890,112)	(870,982)	(1,045,742)	(816,940)	(960,434)	(1,001,700)
1221108 Engineering Consultancy	-	(15,134)	-	-	-	-
	(3,028,521)	(3,014,937)	(3,287,208)	(3,116,525)	(3,255,098)	(3,280,511)
Aerodrome - Expenditure	-	-				
1251100 Airfield (Maintenance)	(10,168)	(8,786)	(7,134)	(9,390)	(11,180)	(12,000)
1251200 Administration Allocated	(5,868)	(6,701)	(13,199)	(11,313)	(14,841)	(14,594)
	(16,036)	(15,487)	(20,333)	(20,702)	(26,021)	(26,594)
Total Transport expenditure	(3,044,556)	(3,030,424)	(3,307,541)	(3,137,228)	(3,281,119)	(3,307,104)
Net Transport income/(expenditure)	(1,600,161)	(220,481)	(2,019,809)	(577,561)	1,521,475	(731,667)

Shire of Narembreen
Draft budget
For the year ended 30 June 2024
Schedule 13 - Other Economic Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Rural Services						
1312300 Grant Funding - Skeleton Weed Program (DAFWA)	252,000	179,249	172,376	105,803	183,012	-
	252,000	179,249	172,376	105,803	183,012	-
Tourism & Area Promotion						
1322100 Caravan Park (Fees)	64,782	99,928	96,034	95,990	90,000	91,700
	64,782	99,928	96,034	95,990	90,000	91,700
Building Control						
1332100 Septic Tank (Application Fee)	-	343	-	-	250	250
1332200 Building License (Application Fee)	1,258	28,135	1,989	2,987	1,500	1,500
1332300 Building Construction Industry Training Fund (Levy Commission)	21	48	18	32	100	100
	1,279	28,526	2,007	3,019	1,850	1,850
Saleyards						
1342100 Saleyards Rental Fees	-	-	-	-	-	-
	-	-	-	-	-	-
Other Economic Services						
1362100 Standpipe Water Charges	6,883	24,111	2,222	13,673	15,000	12,200
1312500 Profit on sale	-	-	-	-	8,143	-
	6,883	24,111	2,222	13,673	23,143	12,200
Total Economic Services income	324,945	331,815	272,639	218,486	298,005	105,750

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 13 - Other Economic Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
Rural Services - Expenditure						
1311100 Administration allocated	(23,471)	(26,804)	(26,398)	(22,625)	(29,629)	(29,187)
1311101 Skeleton Weed Employee Costs	(118,732)	(130,567)	(99,041)	(97,855)	(96,843)	-
1311102 Skeleton Weed (Operating Costs)	(85,838)	(50,239)	(73,335)	(8,996)	(87,250)	-
1311110 Vermin Control (Dogs, Foxes, Rabbits)	-	(1,151)	(26)	(65)	(1,000)	(1,000)
1311400 Depreciation	(10,232)	(10,278)	(10,278)	(9,282)	(10,464)	(10,300)
	(238,273)	(219,039)	(209,079)	(138,824)	(225,186)	(40,487)
Tourism & Area Promotion						
1111110 Information Bay (Maintenance)	(110)	-	-	-	-	-
1321100 Depreciation	(36,391)	(36,391)	(40,137)	(30,754)	(40,896)	(35,900)
1321101 Caravan Park (Maintenance)	(101,841)	(119,306)	(148,495)	(183,989)	(128,434)	(136,500)
1321104 RoeROC Tourism Contributions	(5,361)	(6,000)	(7,175)	(6,820)	(7,000)	(6,000)
1321105 Administration allocated	(23,471)	(26,804)	(52,797)	(45,250)	(59,259)	(58,374)
1321200 Area Promotion (Advertising - TV & Print)	(6,094)	(3,500)	(4,087)	(14,868)	(15,000)	(20,000)
	(173,268)	(192,000)	(252,692)	(281,681)	(250,589)	(256,774)
Building Control						
1331201 Administration allocated	(11,735)	(13,402)	(13,199)	(11,313)	(14,814)	(14,594)
1338000 Building Control Services	(563)	(1,261)	(925)	(893)	(1,000)	(1,000)
	(12,298)	(14,663)	(14,125)	(12,206)	(15,814)	(15,594)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 13 - Other Economic Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
Saleyards						
1341100 Depreciation	(8,563)	(8,563)	(8,563)	(8,563)	(8,724)	(8,600)
1341101 Saleyards (Maintenance)	(525)	(3,106)	(2,658)	(2,592)	(2,684)	(1,900)
1341200 Administration allocated	(5,868)	(6,701)	(6,533)	(5,641)	(7,407)	(7,223)
	(14,956)	(18,369)	(17,754)	(16,796)	(18,815)	(17,723)
Other Economic Services						
1361100 Standpipe (Maintenance)	(2,742)	(5,093)	(4,299)	(11,703)	(3,500)	(5,300)
1361150 Standpipe (water)	(8,019)	(40,833)	(9,618)	(21,745)	(15,000)	(20,700)
1361120 Depreciation - Standpipes	(4,392)	(4,392)	(4,392)	(4,392)	(4,200)	(4,400)
1361200 Administration allocated	(5,868)	(6,701)	(13,199)	(11,313)	(14,815)	(14,594)
1481162 Wadderin Wildlife Sanctuary (Operating Costs)	-	(613)	(2,421)	(313)	(3,000)	(900)
	(21,021)	(57,632)	(33,930)	(49,465)	(40,515)	(45,894)
Total Economic Services expenses	(459,815)	(501,704)	(527,579)	(498,972)	(550,919)	(376,471)
Net Economic Services income/(expenditure)	(134,871)	(169,889)	(254,940)	(280,486)	(252,914)	(270,721)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 14 - Other Property and Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Private Works - Income						
1412400 Public Private Works	7,847	18,701	21,240	13,676	3,000	5,000
	7,847	18,701	21,240	13,676	3,000	5,000
Public Works Overheads - Income						
1512300 Risk Management / Safety Reimbursement (LGIS)	1,975	-	-	-	-	-
	1,975	-	-	-	-	-
Plant Operations - Income						
1442100 Sale of Depot Minor Plant	-	45	-	-	500	-
1442500 Fuel Tax Credits	36,887	50,715	38,141	29,994	21,250	36,000
1442200 Profit on Sale of Assets	104,104	10,610	5,534	-	191,145	170,000
	140,991	61,370	43,675	29,994	212,895	206,000

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 14 - Other Property and Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Commercial Buildings - Income						
1482101 Unit 1/19 Churchill Street	3,050	-	3,050	3,050	3,100	3,100
1482108 Shop 1/8 Churchill Street	2,860	2,961	2,860	2,860	3,000	3,000
1482109 Shop 2/8 Churchill Street	1,996	3,566	2,913	2,973	4,000	4,000
1482110 Shop 3/8 Churchill Street	180	12,050	2,448	-	1,500	1,500
1482114 Unit 1/10-12 Doreen Street	4,727	4,546	4,727	4,727	4,724	5,000
1482115 Unit 2/10-12 Doreen Street	4,636	4,182	4,727	4,727	4,727	5,000
1482116 Industrial Lot	4,770	4,336	5,204	5,204	5,000	5,000
1482500 Reimbursement Account for Commercial Building Utilities	1,462	1,583	2,709	862	2,500	2,500
1482118 Tampia Village rent	-	22,500	41,250	33,000	34,500	33,000
	24,570	56,590	69,888	57,403	63,051	62,100
Administration General - Income						
4221400 Admin Office Insurance Reimbursements	10,959	10,507	20,890	6,551	22,000	12,600
4221000 Profit on Sale of Asset	-	-	4,029	-	-	-
4222000 Public Photocopying / Admin Fee	418	882	719	247	500	600
4224000 Dept. of Transport Licencing Commissions	16,039	14,005	13,480	16,815	16,000	15,000
4226000 Admin Reimbursements	6,191	24,800	10,648	4,352	10,000	5,000
	33,607	50,194	49,765	27,966	48,500	33,200
Total Other Property and Services income	208,991	186,856	184,569	129,038	327,446	306,300

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 14 - Other Property and Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Private Works - Expenditure						
1411130 General Works (Private)	(17,376)	(8,554)	(2,560)	(894)	(2,000)	(2,000)
	(17,376)	(8,554)	(2,560)	(894)	(2,000)	(2,000)
Public Works Overheads - Expenditure						
1431101 Staff Training	(10,993)	(5,439)	(27,132)	(16,787)	(32,117)	(15,000)
1431107 Staff Medical Costs	(557)	(659)	(655)	(132)	(1,000)	(1,000)
1431110 Works Vehicle Operating Costs	(8,582)	(8,989)	(13,335)	(13,324)	(12,500)	(12,500)
1431140 Long Service leave	(13,184)	(3,934)	(4,151)	-	(10,000)	(8,000)
1431150 Administration allocated	(117,353)	(134,019)	(131,859)	(113,095)	(148,146)	(145,788)
1431152 Tool Allowance	(20,150)	(25,136)	(8,400)	(6,200)	(10,400)	(5,200)
1431170 Employees Housing Allowance	(29,916)	(27,744)	(32,770)	(32,513)	(47,320)	(39,715)
1431180 Industrial Allowance	(13,038)	(13,913)	(14,212)	(15,472)	(18,330)	(19,246)
1431200 Salary - Works Supervision	(128,708)	(129,548)	(134,352)	(132,668)	(138,007)	(144,352)
1431301 Occupational Health and Safety	(21,386)	(14,006)	(12,246)	(15,639)	(30,000)	(12,500)
1431500 Superannuation - Public Works	(108,952)	(111,614)	(136,391)	(97,054)	(158,036)	(140,016)
1431600 Sick Pay	(38,357)	(88,872)	(60,654)	(60,679)	(46,477)	(39,844)
1431700 Holiday Pay	(103,667)	(54,502)	(145,787)	(93,576)	(162,855)	(138,814)
1431800 Protective Clothing	(6,650)	(9,497)	(6,113)	(4,590)	(10,000)	(10,000)
1432000 Reallocation of Employee Housing Costs	(71,078)	(83,423)	(42,397)	(33,412)	(59,323)	(98,700)
1431000 Relocation of employee housing income	20,620	8,609	-	10,065	15,020	11,140
1431690 Less Allocated	675,516	631,431	787,398	524,372	895,511	819,535
	3,566	(71,256)	9,712	(100,704)	26,020	-

Shire of Narembreen
Draft budget
For the year ended 30 June 2024
Schedule 14 - Other Property and Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Plant Operation Costs - Expenditure						
1491100 Depreciation Plant	(412,904)	(376,139)	(389,380)	(414,972)	(354,574)	(398,300)
1441120 Minor Plant Purchases (< \$5,000)	(1,734)	-	(6,352)	(3,503)	(5,000)	(5,000)
1441100 Plant Insurance	(25,731)	(28,776)	-	(24,313)	(32,500)	(29,385)
1441200 Fuel & Oil	(174,979)	(166,250)	(257,824)	(179,587)	(240,000)	(200,000)
1441300 Vehicle Tyres	(24,445)	(13,052)	(20,591)	(19,052)	(25,000)	(18,800)
1441400 Parts & Repairs	(92,588)	(89,522)	(163,009)	(102,858)	(147,500)	(133,400)
1441500 Repair Wages	(89,521)	(83,789)	(103,559)	(50,197)	(104,527)	(61,471)
1431103 Mechanic admin	-	(6,750)	(7,567)	(5,775)	-	(5,000)
1441600 Vehicle Licences	(9,374)	(9,482)	(9,950)	(9,949)	(12,000)	(10,000)
1441800 Tools (Expendable)	-	(125)	(2,091)	(819)	(5,000)	(5,000)
1441900 Loss on Sale of Assets	-	-	-	-	(24,320)	(39,500)
1441210 Less Allocated to Depreciation	412,904	311,923	264,302	388,025	354,574	398,300
1441220 Less Plant Allocated to Works	380,265	439,196	644,779	393,298	595,847	507,556
	(38,107)	(22,765)	(51,242)	(29,702)	-	-
Stock Materials - Expenditure						
1462100 Stock Fuel Purchases	(174,067)	(165,124)	(191,258)	(213,892)	(240,000)	-
1462200 Stock Fuel Allocated	174,066	165,124	239,580	174,622	240,000	-
	(2)	(0)	48,322	(39,269)	-	-

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 14 - Other Property and Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Gross Salaries & Wages -Workers Compensation						
1471200 Workers Compensation	(182)	-	-	-	-	-
1472100 Reimbursement of Workers Compensation Expense	3,621	648	1,604	4,655	-	-
	3,439	648	1,604	4,655	-	-
Commercial Buildings - Expenditure						
1481100 Depreciation	(22,786)	(22,786)	(22,786)	(34,445)	(23,220)	(25,700)
1481107 Industrial Lot Building Maintenance	(477)	(229)	(146)	-	(500)	(500)
1481150 Other Buildings (Building Maintenance)	(73)	(1,699)	(351)	(1,805)	(10,000)	(800)
1481170 5 Churchill Street Building Maintenance	(3,523)	(5,938)	(5,212)	(7,853)	(5,893)	(8,000)
1481110 Commercial Buildings	(16,102)	(41,522)	(32,894)	(23,862)	(17,172)	-
1481111 1/19 Churchill St (Pharmacy)	-	-	(710)	(306)	(1,000)	(2,000)
1481112 3/19 Churchill St (Fencepost)	-	-	(198)	(49)	(250)	(1,000)
1481115 6/19 Churchill Street (pop-up shop) Building Maintenance	(137)	(26)	(228)	(121)	(300)	(1,000)
1481116 Shop 1/8 Churchill Street (Wheatbelt Aged) Building Maintenance	(96)	-	-	(511)	-	(1,000)
1481117 Shop 2/8 Churchill Street (Vacant) Building Maintenance	(96)	-	-	(33)	-	(2,000)
1481118 Shop 3/8 Churchill Street (Vacant) Building Maintenance	(96)	-	-	(33)	-	(2,000)
1481130 Unit 1/10-12 Doreen Street (CJB Carpentry) Building Maintenance	(292)	-	-	(325)	-	(1,000)
1481131 Unit 2/10-12 Doreen Street (Wheatbelt Ag) Building Maintenance	-	-	-	-	-	(1,000)
1481140 Avoca Farm - Land Holding Costs	(6,838)	(4,340)	(5,606)	(5,577)	(16,536)	(5,000)
1481300 Administration allocated	(58,676)	(67,010)	(65,863)	(56,532)	(74,878)	(72,820)
	(109,302)	(143,729)	(134,065)	(131,452)	(149,749)	(123,820)

Shire of Narembeen
Draft budget
For the year ended 30 June 2024
Schedule 14 - Other Property and Services

Account Name	2020 annual actuals	2021 annual actuals	2022 annual actuals	2023 YTD actuals	2023 annual budget	2024 budget
	30/06/2020	30/06/2021	30/06/2022	30/06/2023	30/06/2023	
Administration General - Expenditure						
4211000 Depreciation	(52,371)	(56,003)	(56,381)	(37,130)	(58,668)	(50,500)
4211020 Admin Office/Surrounds Maintenance	(35,886)	(52,946)	(60,935)	(60,607)	(55,828)	(62,500)
4211150 General Operating Costs	(93,490)	(113,972)	(132,759)	(102,022)	(125,000)	(111,200)
4211200 Admin Office Equipment (Maintenance)	(501)	(311)	(1,764)	(58)	(1,000)	(10,000)
4211300 Admin Office Computer Equipment (Maintenance)	(55,068)	(34,582)	(50,233)	(23,084)	(30,000)	(10,000)
4211350 Admin Office Software Subscriptions						(40,000)
4211360 Admin Office Managed IT Services						(45,000)
4212010 Admin Office Vehicle Costs	(3,076)	(8,249)	(11,116)	(7,180)	(13,500)	(12,000)
4212100 Admin Office Uniforms	(2,408)	(3,706)	(3,375)	(4,219)	(4,000)	(5,000)
4212200 Admin Office Asset Management & Valuations	(9,400)	-	-	(38,389)	(45,000)	-
4212300 Admin Office Legal	-	(1,995)	(227)	-	-	
4212700 Administrative Contractors/Consultants	(124,367)	(140,135)	(72,173)	(72,718)	(85,000)	(35,000)
1431400 Office Costs	(7,223)	(4,873)	(9,712)	(10,106)	(11,000)	(8,300)
4111300 Audit Fees	-	-	(48,300)	(41,500)	(52,000)	(40,000)
4211400 Admin Office Telephone / Internet Charges - Expense	(3,347)	-	(1,782)	-	-	
4212800 Admin Office Fringe Benefits Tax	(18,285)	(40,808)	(60,048)	(31,600)	(35,000)	(58,500)
4213200 Admin Office Staff Training	(10,268)	-	(5,576)	(3,224)	(10,000)	(10,000)
4215000 Admin insurance	(154,482)	(152,704)	(202,485)	(184,045)	(185,000)	(203,698)
4218000 Admin employee costs	(460,583)	(621,624)	(677,391)	(611,072)	(680,402)	(699,087)
4211021 Building Maintenance Administration	(54,218)	(41,475)	(34,052)	(5,179)	(38,202)	(12,307)
4128200 Debtor Write Offs	(560)	(3,462)	-	-	(5,000)	(2,000)
4212401 Loan 129 - Solar Panels Loan Interest	(997)	(717)	(71)	-	-	
4220000 Reallocation of Employee Housing Costs	(37,489)	(69,385)	(24,258)	(31,736)	(59,323)	(44,000)
4217000 Admin staff recruitment cost	-	-	-	(7,213)	-	(15,000)
4212001 Less Allocated	1,173,526	1,340,192	1,333,253	1,134,307	1,487,927	1,474,092
	49,508	(6,757)	(119,386)	(136,774)	(5,996)	-
Total Other Property and Services expenditure	(157,782)	(245,656)	(128,230)	(297,368)	(125,729)	(125,820)
Net Other Property and Services income/(expenditure)	51,209	(58,801)	56,339	(168,330)	201,717	180,480

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL	
GOVERNANCE					
Administration services					
4221600	Administration Fee on Rates Instalments (GST not applicable) LGA S6.45 (3)	\$ 10.00	\$ -	\$ 10.00	
3121600	Rate Enquiry Fee	\$ 67.27	\$ 6.73	\$ 74.00	
4222000	Document / Building Plan Search Fee	\$ 67.27	\$ 6.73	\$ 74.00	
4222000	Fax - send first page	\$ 1.36	\$ 0.14	\$ 1.50	
4222000	Fax - send subsequent pages	\$ 0.45	\$ 0.05	\$ 0.50	
4222000	Fax - receive per page	\$ 0.45	\$ 0.05	\$ 0.50	
3121600	Rate Book - Full print out LGA S6.16	\$ 44.55	\$ 4.45	\$ 49.00	
4222000	Administration Fee for sale of Shire plates	\$ 20.00	\$ 2.00	\$ 22.00	
4222000	Electoral Roll	\$ 67.27	\$ 6.73	\$ 74.00	
Freedom of Information Act 1992					
4222000	Freedom of Information - Application fee	*	As per FOI regulation 1993 schedule (1)		
4222000	Freedom of Information - Administration / Staff time \$/hr	*			
4222000	Freedom of Information - Postage	*			
4222000	Freedom of Information - Photocopying	*			
LAW, ORDER AND PUBLIC SAFETY					
Dog Control - (Governing Legislation - Dog Act WA 1976)					
5223000	Dog Registration (Unsterilised) - 1 Year Standard	*	\$ 50.00	\$ -	\$ 50.00
5223000	Dog Registration (Unsterilised) - 1 Year Pensioner	*	\$ 25.00	\$ -	\$ 25.00
5223000	Dog Registration (Unsterilised) - 3 Years Standard	*	\$ 120.00	\$ -	\$ 120.00
5223000	Dog Registration (Unsterilised) - 3 Years Pensioner	*	\$ 60.00	\$ -	\$ 60.00
5223000	Dog Registration (Sterilised) - 1 Year Standard	*	\$ 20.00	\$ -	\$ 20.00
5223000	Dog Registration (Sterilised) - 1 Year Pensioner	*	\$ 10.00	\$ -	\$ 10.00
5223000	Dog Registration (Sterilised) - 3 Years Standard	*	\$ 42.50	\$ -	\$ 42.50
5223000	Dog Registration (Sterilised) - 3 Years Pensioner	*	\$ 21.25	\$ -	\$ 21.25
5223000	Dog Registration (Sterilised) - Lifetime Standard	*	\$ 100.00	\$ -	\$ 100.00
5223000	Dog Registration (Sterilised) - Lifetime Pensioner	*	\$ 50.00	\$ -	\$ 50.00
5223000	Dog Registration (Unsterilised) - Lifetime Standard	*	\$ 250.00	\$ -	\$ 250.00
5223000	Dog Registration (Unsterilised) - Lifetime Pensioner	*	\$ 125.00	\$ -	\$ 125.00
5223000	Concessions - Guide Dogs	*	NIL		
5223000	Dogs used for Droving or Tending Stock	*	25% of Fee		
*All Dogs three months of age and over must be registered. Discounts applied as per the Dog Act WA 1976					
Fines & Penalties as per the Dog Act WA 1976					
5221000	Unregistered dog	*	\$ 200.00	\$ 20.00	\$ 220.00
5221000	Keeping of more than two dogs without Shire approval	*	\$ 200.00	\$ 20.00	\$ 220.00
5221000	Dangerous dog penalty	*	\$ 400.00	\$ 40.00	\$ 440.00
5221000	Dog not held by a leash in certain public places	*	\$ 200.00	\$ 20.00	\$ 220.00
5221000	Failure to control dog in exercise areas and rural areas	*	\$ 200.00	\$ 20.00	\$ 220.00
5221000	Dog in a place without consent	*	\$ 200.00	\$ 20.00	\$ 220.00
5221000	Dog causing a nuisance	*	\$ 200.00	\$ 20.00	\$ 220.00
5221000	Dog in public place without collar or registration tag	*	\$ 200.00	\$ 20.00	\$ 220.00

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



			FEE FY24	GST	TOTAL
LAW, ORDER AND PUBLIC SAFETY					
Cat Control - (Governing Legislation - Cat Act WA 2011)					
5223000	Cat Registration - 1 Year Standard	*	\$ 10.00	\$ -	\$ 10.00
5223000	Cat Registration - 1 Year Pensioner	*	\$ 5.00	\$ -	\$ 5.00
5223000	Cat Registration - 1 Year Standard	*	\$ 20.00	\$ -	\$ 20.00
5223000	Cat Registration - 1 Year Pensioner	*	\$ 10.00	\$ -	\$ 10.00
5223000	Cat Registration - 3 Years Standard	*	\$ 42.50	\$ -	\$ 42.50
5223000	Cat Registration - 3 Years Pensioner	*	\$ 21.25	\$ -	\$ 21.25
5223000	Cat Registration - Lifetime Standard	*	\$ 100.00	\$ -	\$ 100.00
5223000	Cat Registration - Lifetime Pensioner	*	\$ 50.00	\$ -	\$ 50.00
5221000	Administration Fee for application to breed cats	*	\$ 50.00	\$ 5.00	\$ 55.00
Management of Animals					
5223000	Replacement dog or cat tag	*	\$ 6.82	\$ 0.68	\$ 7.50
5221000	Transporting dog or cat back to owner (Per Instance)	*	\$ 53.18	\$ 5.32	\$ 58.50
5221000	Sustenance and maintenance of dog or cat (Per Day)	*	\$ 26.36	\$ 2.64	\$ 29.00
5221000	Seizing and Impounding of dog or cat	*	\$ 106.82	\$ 10.68	\$ 117.50
5223000	Application for third dog - Standard	*	\$ 106.82	\$ 10.68	\$ 117.50
5223000	Application for third dog - Pensioners	*	\$ 31.82	\$ 3.18	\$ 35.00
Other Animal Management					
5221000	Trap Hire Bond		\$ 100.00	\$ -	\$ 100.00
HEALTH					
In Accordance with Health Act 1911 and associated Regulations					
Septic Applications					
7524010	Application to construct onsite septic system	*	\$ 126.00	\$ -	\$ 126.00
7524010	Application for permit to use septic system	*	\$ 126.00	\$ -	\$ 126.00
Food Businesses - (Governing Legislation - Food Act 2008)					
7524010	Registration - new or transfer of ownership	*	\$ 160.50	\$ -	\$ 160.50
7524010	Annual Inspection - low risk	*	\$ 53.50	\$ -	\$ 53.50
7524010	Annual Inspection - medium and high risk	*	\$ 107.00	\$ -	\$ 107.00
*(charitable and community groups exempt)					
Offensive Trades					
1042600	As prescribed in the Health (Offensive Trades Fees) Regulations 1976				
Lodging Houses - (Governing Legislation - Health Act (Misc Prov) Act 1911)					
7524010	Registration - New and annual renewal pursuant to Health Local Laws 2016	*	\$ 192.50	\$ -	\$ 192.50
Public Buildings & Events					
7524010	Application to construct, alter or amend	*	\$ 500.00	\$ -	\$ 500.00
7524010	Annual Inspection (Local Government Act 1995)	*	\$ 100.00	\$ -	\$ 100.00
*(charitable and community groups exempt)					
7524010	Private Swimming Pool Inspection Fee - Four yearly		\$ 61.00	\$ -	\$ 61.00
7524010	Private Swimming Pool Inspection Fee and Written Report		\$ 160.45	\$ 16.05	\$ 176.50
Labour					
7524010	EHO hourly rate - applied to any application process where it has been determined that the amount of time taken to obtain required information and conduct inspections has been deemed excessive		\$ 92.27	\$ 9.23	\$ 101.50

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL
COMMUNITY AMENITIES				
Sanitation				
1012100	Domestic Refuse & Recycle Charge 120/240 litre per annum (1 bin each)	\$ 403.00		\$ 403.00
1012100	Domestic Refuse & Recycle Charge, additional bins per annum (per bin, per service) #	\$ 434.16		\$ 464.50
	Asbestos Disposal Charge per cubic metre	Health (Disposal of Asbestos) Reg 1992		
Cemetery charges (per interment)				
1052100	Grant of Right of Burial (25 year tenure) Renewal or Transfer	\$ 40.45	\$ 4.05	\$ 44.50
1052100	Land for grave in open ground (reservation and initial grant)	\$ 346.82	\$ 34.68	\$ 381.50
1052100	For interment of any person Monday to Friday	\$ 674.09	\$ 67.41	\$ 741.50
1052100	For interment of any person Weekend and Public Holiday	\$ 1,348.18	\$ 134.82	\$ 1,483.00
Niche Wall				
1052100	Grant of Right of Burial (25 year tenure) Renewal or Transfer	\$ 40.45	\$ 4.05	\$ 44.50
1052100	Niche reservation (reservation and initial grant)	\$ 209.09	\$ 20.91	\$ 230.00
1052100	Interment including plaque installation - Monday to Friday	\$ 246.82	\$ 24.68	\$ 271.50
1052100	Interment including plaque installation - Weekend and Public Holiday	\$ 494.09	\$ 49.41	\$ 543.50
1052100	Plaque	Charged at Cost plus \$32 Admin fee		
Exhumations				
1052100	Fee for exhumation	\$ 112.27	\$ 11.23	\$ 123.50
1052100	Re-opening of grave for exhumation	\$ 336.82	\$ 33.68	\$ 370.50
1052100	Re-interment in new grave after exhumation	\$ 336.82	\$ 33.68	\$ 370.50
Re-Opening Graves				
1052100	For each interment	\$ 250.00	\$ 25.00	\$ 275.00
1052100	For each interment of cremated ashes	\$ 40.45	\$ 4.05	\$ 44.50
Miscellaneous Charges				
1052100	Copy of a Grant of Right of Burial	\$ 40.45	\$ 4.05	\$ 44.50
1052100	Funeral Booking Fee - late notice charge (less than 24 hours)	\$ 44.55	\$ 4.45	\$ 49.00
1052100	Permit to erect monument, headstone or memorial	\$ 55.91	\$ 5.59	\$ 61.50
1052100	Removal of monumental work prior to reopening	\$ 151.36	\$ 15.14	\$ 166.50

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL
COMMUNITY AMENITIES				
Community Resource Centre				
Binding				
1052510	Plastic Combs Up to 20 pp	\$ 3.64	\$ 0.36	\$ 4.00
1052510	Plastic Combs 20 - 50 pp	\$ 5.45	\$ 0.55	\$ 6.00
1052510	Plastic Combs 50 - 100 pp	\$ 7.27	\$ 0.73	\$ 8.00
1052510	Plastic Combs 100 pp+	\$ 9.55	\$ 0.95	\$ 10.50
Internet Use				
1052510	per hour	\$ 6.82	\$ 0.68	\$ 7.50
1052510	per 1/2 hour	\$ 4.09	\$ 0.41	\$ 4.50
1052510	up to 1/4 hour	\$ 1.82	\$ 0.18	\$ 2.00
Equipment Hire (all charges are per day)				
1052510	Chair Covers & Tablecloths (each)	\$ 5.00	\$ 0.50	\$ 5.50
1052510	Data Projector	\$ 30.45	\$ 3.05	\$ 33.50
1052510	Projector Screen	\$ 30.45	\$ 3.05	\$ 33.50
1052510	Data Projector/Laptop/Screen	\$ 97.27	\$ 9.73	\$ 107.00
1052510	Display Board	\$ 22.27	\$ 2.23	\$ 24.50
1052510	Laptop	\$ 40.45	\$ 4.05	\$ 44.50
1052510	Lectern	\$ 55.91	\$ 5.59	\$ 61.50
1052510	PA System	\$ 71.36	\$ 7.14	\$ 78.50
1052510	iPad	\$ 40.45	\$ 4.05	\$ 44.50
1052510	Miscellaneous items available for hire - refer catalogue for full list	Cost as per catalogue		
Laminating				
1052510	A4	\$ 2.73	\$ 0.27	\$ 3.00
1052510	A3	\$ 5.00	\$ 0.50	\$ 5.50
1052510	Large (per metre)	\$ 14.09	\$ 1.41	\$ 15.50
Meeting Room/Hot Office				
1052510	Meeting Room - Day	\$ 153.18	\$ 15.32	\$ 168.50
1052510	Meeting Room - Half Day (Up to 4 hours)	\$ 76.36	\$ 7.64	\$ 84.00
1052510	Meeting Room - Per Hour	\$ 35.45	\$ 3.55	\$ 39.00
1052510	Hot Office - Day	\$ 20.00	\$ 2.00	\$ 22.00
1052510	Hot Office - Half Day (Up to 4 hours)	\$ 10.00	\$ 1.00	\$ 11.00
1052510	Hot Office - Per Hour	\$ 4.09	\$ 0.41	\$ 4.50
1052510	Catering	Charged at Cost + 10% Admin fee		
Merchandise (Stationery)				
1052510	Coloured Paper (A4)	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Coloured Paper (A3)	\$ 0.91	\$ 0.09	\$ 1.00
1052510	Coloured Card (A4)	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Coloured Card (A3)	\$ 0.91	\$ 0.09	\$ 1.00
1052510	Envelopes - Plain DL	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Envelopes - C4 (A4)	\$ 0.91	\$ 0.09	\$ 1.00
1052510	Labels (per sheet)	\$ 3.18	\$ 0.32	\$ 3.50
1052510	Photo Paper - Smooth Ilford Pearl	\$ 3.18	\$ 0.32	\$ 3.50
1052510	White Paper (A4)	\$ 0.45	\$ 0.05	\$ 0.50
1052510	White Paper (A3)	\$ 0.45	\$ 0.05	\$ 0.50
1052510	White Paper, ream (A4)	\$ 7.73	\$ 0.77	\$ 8.50
1052510	Special Peterkin paper	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Special Peterkin card	\$ 0.91	\$ 0.09	\$ 1.00
1052510	Special Peterkin envelope	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Mondi Card (A4)	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Mondi Card (A3)	\$ 0.91	\$ 0.09	\$ 1.00

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL	
COMMUNITY AMENITIES					
Community Resource Centre					
Printing - large format					
Canvas (fully framed & protected)					
1052510	A1	\$ 147.73	\$ 14.77	\$ 162.50	
1052510	A2	\$ 101.82	\$ 10.18	\$ 112.00	
1052510	A3	\$ 66.36	\$ 6.64	\$ 73.00	
Canvas (Print Only, Not Framed)					
1052510	A1	\$ 45.91	\$ 4.59	\$ 50.50	
1052510	A2	\$ 30.45	\$ 3.05	\$ 33.50	
1052510	A3	\$ 25.45	\$ 2.55	\$ 28.00	
Photo Lustre					
1052510	A1	\$ 35.45	\$ 3.55	\$ 39.00	
1052510	A2	\$ 25.45	\$ 2.55	\$ 28.00	
1052510	A3	\$ 15.00	\$ 1.50	\$ 16.50	
1052510	A4	\$ 5.91	\$ 0.59	\$ 6.50	
Glossy Photo Paper					
1052510	6x4	\$ 1.82	\$ 0.18	\$ 2.00	
1052510	Custom Sizes for all Paper Types	Cost + 20% Admin fee for members and +30% for non members			
Photocopying/Printing					
1052510	Black and White, single sided (A4)	*	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Black and White, double sided (A4)	*	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Black and White, single sided (A3)	*	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Black and White, double sided (A3)	*	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Colour, single sided (A4)	*	\$ 0.45	\$ 0.05	\$ 0.50
1052510	Colour, double sided (A4)	*	\$ 1.36	\$ 0.14	\$ 1.50
1052510	Colour, single sided (A3)	*	\$ 0.91	\$ 0.09	\$ 1.00
1052510	Colour, double sided (A3)	*	\$ 1.36	\$ 0.14	\$ 1.50
*10% discount on all photocopying & printing charges for 100 or more sheets					
*CRC members receive a 20% discount to printing fees					
Memberships					
1052510	Businesses	\$ 86.36	\$ 8.64	\$ 95.00	
1052510	Community Groups & Clubs	\$ 63.64	\$ 6.36	\$ 70.00	
1052510	Families	\$ 86.36	\$ 8.64	\$ 95.00	
1052510	Individuals	\$ 45.45	\$ 4.55	\$ 50.00	
1052510	Seniors/Concession	\$ 31.82	\$ 3.18	\$ 35.00	
Staff Assistance					
1052510	Graphic Design - Desktop Publishing/Photo Restoration etc. (per hour)	\$ 54.55	\$ 5.45	\$ 60.00	
1052510	Send Email	\$ 2.27	\$ 0.23	\$ 2.50	
1052510	Scan Document & Send Email	\$ 3.18	\$ 0.32	\$ 3.50	
1052510	Download Photos and Save to CD or USB	\$ 12.27	\$ 1.23	\$ 13.50	
1052510	Administrative/Secretarial Tasks - Computer assistance, phone calls, typing, scanning, folding, cutting, collating etc. (5 minutes - min charge)	\$ 4.09	\$ 0.41	\$ 4.50	
1052510	Administrative/Secretarial Tasks - Computer assistance, phone calls, typing, scanning, folding, cutting, collating etc. (15 minutes)	\$ 12.27	\$ 1.23	\$ 13.50	
1052510	Administrative/Secretarial Tasks - Computer assistance, phone calls, typing, scanning, folding, cutting, collating etc. (1 Hour)	\$ 47.73	\$ 4.77	\$ 52.50	
Pop-up Shop Hire					
1052510	Pop-up Shop hire, per day	\$ 18.18	\$ 1.82	\$ 20.00	
1052510	Pop-up Shop hire, per week	\$ 72.73	\$ 7.27	\$ 80.00	
1052510	Cleaning Fee (per hour)	\$ 40.91	\$ 4.09	\$ 45.00	
1052510	Slideshow, per hour	\$ 54.55	\$ 5.45	\$ 60.00	

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL
COMMUNITY AMENITIES				
Community Resource Centre				
Merchandise				
1052510	Postcards	\$ 2.27	\$ 0.23	\$ 2.50
1052510	On The Greens	\$ 31.82	\$ 3.18	\$ 35.00
1052510	Pioneers of Narembreen	\$ 22.73	\$ 2.27	\$ 25.00
1052510	The Holleaton Story	\$ 13.64	\$ 1.36	\$ 15.00
1052510	Blain Brothers - Pioneers	\$ 13.64	\$ 1.36	\$ 15.00
1052510	Seedtime & Harvest	\$ 13.64	\$ 1.36	\$ 15.00
1052510	Moppett's Bus Lines	\$ 13.64	\$ 1.36	\$ 15.00
1052510	Narembreen Tennis Club 90 years	\$ 18.18	\$ 1.82	\$ 20.00
1052510	Narembreen Magnets	\$ 4.55	\$ 0.45	\$ 5.00
1052510	Narembreen Key Chains	\$ 7.27	\$ 0.73	\$ 8.00
1052510	Special Order	Charged at Cost + 20% Admin fee for		
1052510	Community Telephone Directory	\$ 15.91	\$ 1.59	\$ 17.50
Community Telephone Directory Advertisements				
1052510	Small advertisement (125mm x 60mm)	\$ 59.09	\$ 5.91	\$ 65.00
1052510	Medium advertisement (125mm x 85mm)	\$ 77.27	\$ 7.73	\$ 85.00
1052510	Large advertisement (125mm x 180mm)	\$ 136.36	\$ 13.64	\$ 150.00
1052510	Stand alone business listing (no colour or graphics)	\$ 22.73	\$ 2.27	\$ 25.00
Events & Workshops				
1052510	Ladies Long Lunch	\$ 72.73	\$ 7.27	\$ 80.00
1052510	School Holiday Activities	\$ 5.00	\$ 0.50	\$ 5.50
1052510	Business Women Networking Event	\$ 5.00	\$ 0.50	\$ 5.50
1052510	Triathlon Entry Adult	\$ 9.55	\$ 0.95	\$ 10.50
1052510	Triathlon Entry Child	\$ 5.00	\$ 0.50	\$ 5.50
1052510	Community Markets Stall holder	\$ 9.55	\$ 0.95	\$ 10.50
1052510	Workshop/Training/Other event	Charged at Cost + 20% Admin fee (Admin fee capped at \$100 per person)		
Development and Development Application Fees - (Governing Legislation - Planning and Development Regulations 2009)				
1. Determining a development application where the development has not commenced or been carried out and the estimated cost of the development is:				
1042600	a) Development Applications less than \$50,000	*	\$ 147.00	\$ - \$ 147.00
1042600	b) Development Applications \$50,000 - \$500,000	*	0.32% of estimated cost of development	
1042600	c) Development Applications \$500,000 - \$2.5million	*	\$1,700 plus 0.257% for every \$1 in excess of \$500k	
1042600	d) Development Applications \$2.5 million - \$5million	*	\$7,161 plus 0.206% for every \$1 in excess of \$2.5million	
1042600	e) Development Applications \$5million - \$21.5million	*	\$12,633 plus 0.257% for every \$1 in excess of \$2.5million	
1042600	f) Development Applications more than \$2.5million	*	\$1,700 plus 0.257% for every \$1 in excess of \$500k	
1042600	g) Development Applications \$5million - \$21.5million	*	\$34,196	
*For development application s >\$2.5million, refer to WAPC Planning Bulletin 93/2013				
1042600	2. Development application fee (other than for extractive industry) where the development has commenced or been carried out.	*	Fee in item 1 plus, by way of penalty, twice that fee	
1042600	3. Development application fee for extractive industry where the development has not been commenced or carried out.	*	\$ 739.00	\$ - \$ 739.00
1042600	4. Development application fee for extractive industry where the development has not commenced or been carried out.	*	\$739.00 plus, by way of penalty, twice that fee	
1042600	5(a). Determining an application to amend or cancel development application	*	\$ 295.00	\$ - \$ 295.00

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL
COMMUNITY AMENITIES				
Development and Development Application Fees - (Governing Legislation - Planning and Development Regulations 2009)				
1042600	5(b). Subdivision clearance - not more than 5 lots (per lot)	*	\$ 73.00	\$ - \$ 73.00
1042600	5(c). Subdivision clearance - more than 5 lots but not more than 195 (per lot)	*	\$73 per for the first 5 lots and then \$35 per lot	
1042600	5(d). Subdivision clearance - More than 195 lots	*	\$ 7,393.00	\$ - \$ 7,393.00
1042600	6. Home Occupation Permit - Initial Fee (where occupation has not commenced)	*	\$ 222.00	\$ - \$ 222.00
1042600	7. Home Occupation Permit - Initial Fee (where occupation has commenced)	*	\$222.00 plus by way of penalty,	
1042600	8. Renewal of an approval of a home occupation where the application is made before	*	\$ 73.00	\$ - \$ 73.00
1042600	9. Renewal of an approval of a home occupation where the application is made after	*	\$73.00 plus by way of penalty,	
1042600	10. Application for a change of use or for an alteration or extension or change of a non-	*	\$ 295.00	\$ - \$ 295.00
1042600	11. Application for a change of use or for an alteration or extension or change of a non-confirming use to which item 2 does not apply, where the change or alteration, extension or change has not commenced or been carried out	*	\$295.00 plus by way of penalty, twice that fee	
1042600	12. Zoning Certificate	*	\$ 73.00	\$ - \$ 73.00
1042600	13. Replying to a property settlement questionnaire	*	\$ 73.00	\$ - \$ 73.00
1042600	14. Written Planning Advice	*	\$ 73.00	\$ - \$ 73.00
RECREATION & CULTURE				
Swimming Pool				
Casual Admission Charges				
1122200	Children, under 5 (Must have a parent in the water)	No Charge		
1122200	Children, 5 - 16	\$ 2.27	\$ 0.23	\$ 2.50
1122200	Adults (16+)	\$ 4.09	\$ 0.41	\$ 4.50
1122200	Senior/Concession (Seniors and Health Care)	\$ 2.27	\$ 0.23	\$ 2.50
1122200	Spectator	\$ 2.27	\$ 0.23	\$ 2.50
Pool Memberships				
1122200	Family Season Ticket	\$ 200.45	\$ 20.05	\$ 220.50
1122200	Adult Season Ticket	\$ 105.00	\$ 10.50	\$ 115.50
1122200	Child Season Ticket	\$ 71.36	\$ 7.14	\$ 78.50
1122200	Senior/Concession Season Ticket	\$ 71.36	\$ 7.14	\$ 78.50
1122200	Monthly Ticket - Family	\$ 57.27	\$ 5.73	\$ 63.00
1122200	Monthly Ticket - Adult	\$ 33.18	\$ 3.32	\$ 36.50
1122200	Monthly Ticket - Child	\$ 24.09	\$ 2.41	\$ 26.50
1122200	Monthly Ticket - Senior/Concession	\$ 24.09	\$ 2.41	\$ 26.50
Recreation Centres & Halls				
Venue Hire				
n/a	Venue Bond	\$ 300.00	n/a	\$ 300.00
Town Hall (Community Groups, Clubs & School)				
1112100	School end-of-year functions, student performances and functions	Free of Charge		
1112100	24 hour hire charge	\$ 140.91	\$ 14.09	\$ 155.00
1112100	Hourly hire charge	\$ 9.55	\$ 0.95	\$ 10.50
Town Hall (Commercial & Private)				
1112100	Half day hire charge (up to 4 hours)	\$ 95.45	\$ 9.55	\$ 105.00
1112100	24 hour hire charge	\$ 190.91	\$ 19.09	\$ 210.00
1112100	Hourly hire charge	\$ 28.64	\$ 2.86	\$ 31.50
Equipment Hire (per item, per day)				
1132400	Large round tables	\$ 14.09	\$ 1.41	\$ 15.50
1132400	Chairs	\$ 5.00	\$ 0.50	\$ 5.50
1132400	Replacement of cost of broken chair	\$ 54.55	\$ 5.45	\$ 60.00
1132400	Stage Hire - unassembled	\$ 47.73	\$ 4.77	\$ 52.50
1132400	Minimum Charge on all of the above	\$ 13.64	\$ 1.36	\$ 15.00

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL
RECREATION & CULTURE				
Recreation Centres & Halls				
Community Gym				
1132150	Annual Gym Membership	\$ 127.27	\$ 12.73	\$ 140.00
1132150	3 Monthly Gym Membership	\$ 63.64	\$ 6.36	\$ 70.00
1132150	Monthly Gym Membership	\$ 20.91	\$ 2.09	\$ 23.00
1132150	Casual Gym Usage per visit	\$ 10.45	\$ 1.05	\$ 11.50
1132150	Hire of Gym for Group Classes (Payable by Instructor) per hour	\$ 10.45	\$ 1.05	\$ 11.50
n/a	Swipe Card Bond (refundable)	\$ 50.00	n/a	\$ 50.00
Community Bus				
n/a	Bus Hire Bond (refundable)	\$ 150.00		\$ 150.00
1052400	Bus Hire Charge (per km) - Conditions Apply	\$ 0.80	\$ 0.08	\$ 0.88
OTHER ECONOMIC SERVICES				
Standpipe charges				
1362100	Water usage charge (per Kilolitre)	\$ 5.00	\$ -	\$ 5.00
Caravan Park				
1322100	Powered Site (Per Week)	\$ 131.82	\$ 13.18	\$ 145.00
1322100	Powered Site (Per Day)	\$ 27.27	\$ 2.73	\$ 30.00
1322100	Unpowered Site (Per Week)	\$ 45.45	\$ 4.55	\$ 50.00
1322100	Unpowered Site (Per Day)	\$ 13.64	\$ 1.36	\$ 15.00
1322100	Onsite Cabins - 1 Bedroom (per day)	\$ 77.27	\$ 7.73	\$ 85.00
1322100	Onsite Cabins - 2 Bedroom (per day)	\$ 127.27	\$ 12.73	\$ 140.00
1322100	Access to amenities only	\$ 9.09	\$ 0.91	\$ 10.00
1322100	Cancellation/No Show (Less than 24hours Notice)	One night Accommodation		
1322100	Cleaning fee, per hour	\$ 40.91	\$ 4.09	\$ 45.00
Saleyard				
1342100	Saleyard rental fee (per head)	\$ 0.91	\$ 0.09	\$ 1.00
Building Permit Administration Fees and Charges - (Governing Legislation Building Regulations 2012)				
Building Services Levy				
1332200	Building Services Levy (BSL) - value less than \$45,000 - Building and Demolition Permit	*	\$ 61.65	\$ - \$ 61.65
1332200	Building Services Levy (BSL) - value \$45,000 or more - Building and Demolition Permit	*	0.137% of the value of the work	
Building and Demolition Permits				
1332200	Certified application for a building permit (s.16 (1)) For building work for a Class 1 or Class 10 building or incidental structure.	*	0.19% of the estimated value of the building work (inc. GST). As determined by the permit authority but not less than \$110.00	
1332200	Certified application for a building permit (s.16 (1)) For building work for a Class 2 to Class 9 building or incidental structure.	*	0.09% of the estimated value of the building work (inc. GST). As determined by the permit authority but not less than \$110.00	
1332200	Uncertified application for a building permit (s. 16 (1))	*	0.32% of the estimated value of the building work (inc. GST). As determined	
1332200	Application for demolition permit (s.16(1)) For demolition work for a Class 1 or Class 10 building or incidental structure	*	\$ 110.00	\$ - \$ 110.00
1332200	Application for demolition permit (s.16(1)) For demolition work for a Class 2 to Class 9 building - per storey	*	\$ 110.00	\$ - \$ 110.00

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24		GST	TOTAL
OTHER ECONOMIC SERVICES					
Building Permit Administration Fees and Charges - (Governing Legislation Building Regulations 2012)					
Building Services Levy for occupancy permit or building approval certificate					
1332200	Approved building work under Section 47, 49, 50 or 52 of the Building Act	*	\$61.65 (capped) regardless of building costs		
1332200	Unauthorised building work under Section 51 of the Building Act (value less than \$45,000)	*	0.274% of the value of the work		
1332200	Unauthorised building work under Section 51 of the Building Act (value \$45,000 or more)	*	\$ 123.30	\$ -	\$ 123.30
1332200	Occupancy permit under Section 46 of the Building Act or modification for additional use under Section 48 (temporary)	*	No levy is payable		
Occupancy Permits					
1332200	Application for occupancy permit for completed building (s.46)	*	\$ 110.00	\$ -	\$ 110.00
1332200	Application for temporary occupancy permit for incomplete building (s.47)	*	\$ 110.00	\$ -	\$ 110.00
1332200	Application for modification of occupancy permit for additional use of building on temporary basis (s.48)	*	\$ 110.00	\$ -	\$ 110.00
1332200	Application for replacement occupancy permit for permanent change of building use and classification (s.49)	*	\$ 110.00	\$ -	\$ 110.00
1332200	Application for occupancy permit for a building in respect of which unauthorised work has been done (s.51 (2))	*	0.18% of estimated value including GST but not less than \$110.00		
1332200	Application for building approval certificate for a building in respect of which unauthorised work has been done (s.51 (3))	*	0.38% of estimated value including GST but not less than \$110.00		
1332200	Application to replace an occupancy permit for an existing building (s.52 (1))	*	\$ 110.00	\$ -	\$ 110.00
1332200	Application for building approval certificate for an existing building where unauthorised work has not been done (s.52 (2))	*	\$ 110.00	\$ -	\$ 110.00
1332200	Application to extend the time during which an occupancy permit or building approval certificate has effect (s.65 (3) (a))	*	\$ 110.00	\$ -	\$ 110.00
Other Applications					
1332200	Application as defined in Regulation 31 (for each building standard in respect of which a declaration is sought)		\$ 2,160.15	\$ -	\$ 2,160.15
1332200	Inspection of pool enclosures (regulation 53)		\$ 58.45	\$ -	\$ 58.45
1332200	Application for approval of battery powered smoke alarms (regulation 61)		\$ 179.40	\$ -	\$ 179.40
Shire of Narembeen Fees and Charges					
1332200	Building Inspection Service Fee	*	\$50 plus \$1.00 per kilometre (incl GST)		
1332200	Bond for material on street (per m2 per month)	*	\$ 1.00	\$ -	\$ 1.00
1332200	Preliminary Building plans (% of licence)	*	25% + GST		
Building & Construction Industry Training Fund Levy					
1332200	Levy on all Residential, Commercial & Civil Engineering Project where value of construction is more than \$20,000	*	0.2% value of work over the value of \$20,000.		

SHIRE OF NAREMBEEN

Schedule of Fees and Charges for the year ended 30 June 2024



		FEE FY24	GST	TOTAL
OTHER PROPERTY & SERVICES				
Private works				
Plant and equipment hire				
1412400	Small and minor plant and equipment (per day)	\$ 90.91	\$ 9.09	\$ 100.00
1412400	Utes (per hour)	\$ 55.91	\$ 5.59	\$ 61.50
1412400	Small Truck (< 5 Tonne) (per hour)	\$ 134.55	\$ 13.45	\$ 148.00
1412400	Tractors with implement (per hour)	\$ 153.18	\$ 15.32	\$ 168.50
1412400	Backhoe (per hour)	\$ 173.18	\$ 17.32	\$ 190.50
1412400	Water Truck (per hour)	\$ 173.18	\$ 17.32	\$ 190.50
1412400	Large Truck (> 5 Tonne) (per hour)	\$ 183.64	\$ 18.36	\$ 202.00
1412400	Semi and Low Loaders (per hour)	\$ 193.64	\$ 19.36	\$ 213.00
1412400	Rollers (per hour)	\$ 224.55	\$ 22.45	\$ 247.00
1412400	Graders (per hour)	\$ 245.00	\$ 24.50	\$ 269.50
1412400	Loaders (per hour)	\$ 280.45	\$ 28.05	\$ 308.50
Private works, RoeROC				
Plant and equipment hire				
1412400	Light vehicles	\$ 39.09	\$ 3.91	\$ 43.00
1412400	Heavy plant	\$ 75.00	\$ 7.50	\$ 82.50
All equipment is wet hire (plant and operator provided). If works are to be carried out outside of ordinary hours or on weekends, RDO or public holidays an increase of 20% per hour will apply. Availability subject to the CEO's discretion				
Material cartage and delivery charges (per m³)				
1412400	Delivery outside townsite	Delivery as per plant hire charges above		
1412400	Sand and gravel, pick up from Shire depot	\$ 33.64	\$ 3.36	\$ 37.00
1412400	Sand and gravel, delivered	\$ 40.45	\$ 4.05	\$ 44.50
1412400	Blue Metal, pick up from Shire depot	\$ 30.45	\$ 3.05	\$ 33.50
1412400	Blue metal, delivered	\$ 50.91	\$ 5.09	\$ 56.00
1412400	Crushed aggregate	\$ 101.82	\$ 10.18	\$ 112.00
1412400	Metal dust	\$ 67.27	\$ 6.73	\$ 74.00
1412400	6 Wheeler load of sand (11 tonnes)	\$ 246.82	\$ 24.68	\$ 271.50
1412400	Semi-loader of sand (20 tonnes)	\$ 359.09	\$ 35.91	\$ 395.00
1412400	Semi-loader of gravel (20 tonnes)	\$ 190.91	\$ 19.09	\$ 210.00
1412400	Miscellaneous parts	Cost plus 10%		
1412400	Large private works jobs	By negotiation with the CEO		
Labour				
1412400	Crew - business hours	*	\$ 55.45	\$ 5.55 \$ 61.00
1412400	Leading hand - business hours	*	\$ 60.91	\$ 6.09 \$ 67.00
1412400	Mechanic - business hours	*	\$ 90.91	\$ 9.09 \$ 100.00
1412400	Crew - after hours	**	\$ 111.82	\$ 11.18 \$ 123.00
1412400	Supervisor - business hours	*	\$ 122.73	\$ 12.27 \$ 135.00
1412400	Leading hand - after hours	**	\$ 122.73	\$ 12.27 \$ 135.00
4226000	EMCS - business hours	*	\$ 145.45	\$ 14.55 \$ 160.00
4226000	CEO - business hours	*	\$ 168.18	\$ 16.82 \$ 185.00
1412400	Supervisor - after hours	**	\$ 246.82	\$ 24.68 \$ 271.50
*business hours are 8am - 5pm, Monday to Friday other than public holidays or during periods of suspended service, as determined by Council				
**after hours are all hours that aren't business hours				

ATTACHMENT – AGENDA ITEM 8.2.2
Joint Venture Agreements 31 Currall Street,
33 Currall Street and 24 Doreen Street

51974

HOUSING JOINT VENTURE AGREEMENT

Dated *9th November, 1998*

The State Housing Commission
("Homeswest")

and

The Shire of Narembeen
("the Organisation")

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THIS JOINT VENTURE AGREEMENT dated 9th November 1998

BETWEEN THE STATE HOUSING COMMISSION, a body corporate constituted under the Housing Act 1980, of 99 Plain Street, East Perth in the State of Western Australia ("**Homeswest**")

AND THE SHIRE OF NAREMBEEN of 1 Longhurst Street Narembeen in the said State of Western Australia ("**the Organisation**")

RECITALS

- A. The Organisation is the registered proprietor of the Land.
- B. Homeswest is empowered pursuant to the Act to provide residential rental accommodation for Eligible Persons.
- C. The Parties have agreed to form the Joint Venture to carry out the Project on the terms and conditions contained in this Agreement.

IT IS AGREED

1. INTERPRETATION

1.1 In this Agreement:

"Act " means the Housing Act 1980.

"Agreement" means this agreement including the schedules as amended from time to time.

"Common Areas " means any areas on the land that are not designated for exclusive use by a specific tenant, including parking areas, common lighting, common garden areas and communal laundry facilities.

"Construction Cost" means the cost of construction or modification or renovation of the Units as set out in Item 2 of the Schedule.

"Eligible Persons " means persons who meet the prevailing Homeswest eligibility criteria for public rental housing.

"Financial or Administrative Mismanagement" means gross financial or administrative mismanagement by the Organisation of the Organisation's obligations under this Agreement as reasonably determined by Homeswest.

"Financial Year" means any period of 12 months ending on 30 June during the Term.

WA STAMP DUTY PAID SECTION 112V	
90.3- 4118	9.11.98 Date of Instrument
\$ — Gross Consdn	\$ — Chattels
Signature <i>[Signature]</i>	\$ EXEMPT Duty 75AA.

"Force Majeure" means an act of God, strike, lockout, insurrection, civil commotion, lightning, fire, storm, flood, earthquake, inclement weather, explosion, breakage or accident to machinery or lines of pipe, governmental restraint, embargoes, inability to obtain or delay in obtaining equipment or transport, governmental approvals, permits, licences or allocations and other cause, whether of the kind enumerated in this definition or otherwise, which is not reasonably within the control of a Party.

"Guidelines" means the guidelines issued by Homeswest in respect of the Joint Venture Housing Program, including all amendments and additions thereto from time to time, annexed to this Agreement and marked 'A'.

"Joint Venture" means the joint venture between the parties established pursuant to this Agreement, to carry out the Project.

"Joint Venture Property" means the Land, the Units and any other buildings on the Land.

"Land" means that portion only of the land described in Item 1 of the Schedule (together with all buildings and fixtures thereon) that is delineated on the Site Plan which forms Annexure D to this Agreement.

"Land Costs" means the Land Value plus any costs incurred to prepare the Land for construction or modification of the Units, including but not limited to land clearance, demolition of any existing buildings on the Land, land fill and compacting costs, surveying and lot amalgamation or sub-division costs, land servicing costs and the cost of Engineer's Certificates. These costs are listed in Item 2 of the Schedule.

"Land Value" means the value of the Land as provided by a Valuer and agreed between the Parties before construction or purchase begins under the Project.

"Market Rent" is the median rent charged by the private sector in a particular area which takes into account type of dwelling, property age, number of bedrooms and amenity level. As a guide Homeswest produces tables of market rent levels which are regularly updated.

"Parties" means the parties who are for the time being parties subject to this Agreement and **"Party"** shall have a corresponding meaning.

"Project" means the project to provide residential rental accommodation for Eligible Persons to be managed and maintained by the Organisation.

"Service Fees " are fees for additional tenancy management services which are made available by the Organisation to tenants on a user pay basis. Examples include laundry, linen change, meals and house cleaning services, or furniture or TV/video hire, where these services are contracted or provided directly by the Organisation. These fees must be optional and not included as part of the rent. The level of the fee should not exceed the cost of providing the service.

"Target Group" means any specific categories of Eligible Persons that the Units are to be let to by the Organisation, as identified in Item 1 of the Schedule to this Agreement.

"Tenancy Agreement" means any agreement, express or implied, between the Organisation as landlord and a person or persons which grants that person or persons a right to occupy any Unit, or part thereof, whether exclusively or otherwise, for the purpose of residence.

"Tenant(s)" means a person or persons who occupy the Units under a Tenancy Agreement, who must be Eligible Persons when they are first allocated a Unit.

"Term" means the term of this Agreement being 25 years commencing on the Commencement Date.

"Total Project Cost" means the sum of the Land Costs and the Construction Costs, and is listed in Item 2 of the Schedule.

"Units" means the buildings which are to be purchased, constructed or modified on the Land pursuant to this Agreement to provide residential rental accommodation.

"Valuer " means a person who:

- (a) is licensed under the Land Valuers Licensing Act 1978;
- (b) is a full member of not less than 5 years standing of the Australian Institute of Valuers and Land Economists Inc; and
- (c) has been actively engaged in Western Australia for not less than 5 years in undertaking land valuations.

1.2 Interpretation

In this Agreement headings are for convenience only and do not affect interpretation, and unless the context indicates a contrary intention:

- a) a reference to any Party includes that Party's executors, administrators, successors, substitutes and assigns, including any person taking by way of novation;
- b) a reference to this Agreement or to any other deed, agreement or document includes, respectively, this Agreement or that other deed, agreement or document as amended, novated, supplemented, varied or replaced from time to time;
- c) references to currency are references to Australian currency ;
- d) reference to any legislation or to any section or provision thereof includes any statutory modification or re-enactment or any statutory provision substituted for it, and ordinances, by-laws, regulations, and other statutory instruments issued thereunder;

- e) where the day on which or by which any act, matter or thing is to be done under this Agreement is not a business day, that act, matter or thing will be done on the immediately following business day.

2. JOINT VENTURE

- 2.1 The parties hereby associate themselves in a Joint Venture for the purposes of the Project.
- 2.2 The Joint Venture shall commence on the Commencement Date and shall continue for the Term unless extended pursuant to clause 7.1 (b) of this Agreement where it shall then continue for the extended term.
- 2.3 Each party covenants and agrees with the other Party to be just and faithful in all its activities and dealings with the other Party and otherwise perform its obligations implied as well as expressed under the terms of this Agreement.
- 2.4 Nothing in this Agreement shall be construed so as to make a Party a partner, agent or representative of the other Party or to create any partnership, association or agency for any purpose.
- 2.5 The rights and obligations of the Parties shall be neither joint nor joint and several.
- 2.6 This Agreement shall be interpreted, applied and will take effect as a contract made in Western Australia and is governed and shall be performed according to the laws of Western Australia.
- 2.7 The Parties shall at all times observe, conform and comply with the provisions of all applicable laws, legislation, rules, regulations and by-laws of the Commonwealth of Australia, the State of Western Australia and any local authority, including where applicable, but not limited to, the Equal Opportunity Act 1984, the Housing Act 1980, the Housing Agreement (Commonwealth and State) Act 1990, the Residential Tenancies Act 1987, the Retirement Villages Act 1992 and the provisions of the Code of Practice for Retirement Villages as administered by the Ministry of Fair Trading.
- 2.8 Subject to its provisions, this Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns who become Parties under the terms of this Agreement.
- 2.9 The Organisation declares that in entering into this Agreement it has not relied on any promise, representation, undertaking or warranty given by or on behalf of Homeswest.
- 2.10 Homeswest's participation in the Project shall be recognised in all advertising, promotional and publicity materials, and upon any signage on the Units and the Land.

3. DESCRIPTION OF THE PROJECT

- 3.1 The Project is for the **construction** of Units on the Land, as detailed in the Schedules, to be maintained and managed by the Organisation.

4. DESIGN, CONSTRUCTION, MODIFICATIONS OR PURCHASE

- 4.1 Homeswest shall undertake the construction and/or modification on the Land of the Units as detailed in the Schedules and as described on the plans and drawings to be approved by the Parties.

- 4.2 Pursuant to Clause 4.1, where architectural services are required then Homeswest shall consult with the Organisation about the development of a Design Brief for the project. Once the Parties agree to the content of the Design Brief :-

- a) Homeswest, at its expense, shall tender, appoint and supervise an architect who shall prepare the plans and specifications for the Project and prepare the building contract documentation ; **OR**
- b) the Organisation, at its own expense, shall tender, appoint and supervise an architect, subject to approval on fee price from Homeswest. This architect shall prepare the plans and specifications for the Project and prepare the building contract documentation.

- 4.3 Prior to Homeswest calling tenders and commencing construction or modification of the Units the Organisation shall, at its own expense (unless otherwise agreed by Homeswest):-

- a) ensure that the Land is appropriately zoned for the Project, and
- b) cause the Land to be properly cleared, prepared and adequately serviced for the Project (the satisfaction of which requirements shall be confirmed in writing by an Engineer's Certificate) in accordance with the requirements described in Annexure B.

- 4.4 Homeswest shall, at its own expense, obtain such approvals, consents, permits and licences (other than rezoning) as are required by law for the construction or modification of the Units, together with such renewals and extensions as are necessary from time to time.

- 4.5 Where Homeswest agrees that the Organisation may, at its expense, act as the project manager for the construction or modification of the Units, then the Organisation shall be responsible for obtaining such approvals, permits and licenses as are required by law for the construction or modification of the Units, together with such renewals and extensions as are necessary from time to time, and Clause 4.4 shall not apply. The Organisation also agrees to abide by Homeswest's standard terms and conditions for construction contracts.

- 4.6 Where the project includes the purchase of existing Units Homeswest's policies and procedures on purchasing of properties shall apply.
- 4.7 Pursuant to Clause 4.6 either the purchase price OR the valuation of the purchased Units as provided by a Valuer, **whichever is the lesser sum**, shall be deemed to be the Land Value and shall be included as part of the Land Costs in Item 2 of the Schedule. In the event of a disagreement over the valuation the process for determining a valuation described in Clause 7.4 shall apply.

5. FINANCING & PROJECT EQUITIES

- 5.1 Homeswest shall contribute the sum specified in Item 2b) of the Schedule to the Total Project Cost which sum is apportioned between the Land Costs and the Construction Cost so specified in Item 2b) of the Schedule and represents the percentage of the Total Project Cost specified in Item 3b) of the Schedule.
- 5.2 The Organisation shall contribute the sum specified in Item 2a) of the Schedule to the Total Project Cost which sum is apportioned between the Land Costs and the Construction Cost so specified in Item 2a) of the Schedule and represents the percentage of the Total Project Cost specified in Item 3a) of the Schedule.
- 5.3 Any additional costs beyond those specified in Clauses 5.1 to 5.2 shall be negotiated between the parties.
- 5.4 The percentage equitable Interests of the Parties in the Joint Venture shall be those stated in Items 3a) and 3b) of the Schedule.
- 5.5 In the event of any improvements or additions to the Joint Venture Property subsequently agreed to by the Parties Item 2a) or 2b) of the Schedule shall be amended according to which Party meets these costs, and the respective equitable Interests of the Parties stated in Item 3 of the Schedule shall be amended.
- 5.6 Homeswest shall be entitled to lodge an absolute caveat at the Office of Titles against the Certificate of Title to the Land in order to protect the rights and interests of Homeswest under this Agreement and to protect its equitable Interest in the Joint Venture.

6. TRANSFER, ASSIGNMENT OR SALE OF INTERESTS

- 6.1 The Organisation shall not assign, sell, transfer, lease, let, mortgage, charge, unencumber or otherwise surrender or dispose of its estate or Interest in the Land, any other Joint Venture Property or this Agreement (other than the letting of Units to Eligible Tenants) during the term **EXCEPT** to Homeswest or another association or body approved by Homeswest which is assessed as eligible under the Guidelines to participate in the Project, unless otherwise approved in writing by Homeswest.

- 6.2 The Organisation shall not mortgage, charge, encumber or create any security over its estate or interest in the Land or any other Joint Venture Property without the prior written consent of Homeswest, which consent shall not be unreasonably withheld where the other party or parties to the proposed mortgage, charge, encumbrance or security enter into a Deed of Covenant with Homeswest whereby that party or those parties agree not to exercise any power of sale over the Land or any other Joint Venture Property under the proposed mortgage, charge, encumbrance or security without the prior written consent of Homeswest.

7. EXPIRATION OF THE TERM

- 7.1 At least six months before the expiration of the Term, but not earlier than 18 months before the expiration of the Term, the Parties shall agree to one of the following courses of action:

- a) to enter into a new joint venture agreement between the Parties on new terms and conditions with a view to continuing the Project;
- b) to extend the Term of the existing Agreement for a further period as agreed between the Parties;
- c) to assign or transfer the Organisation's Interest in the Joint Venture Property to another organisation or party which agrees to be bound by all the terms and conditions of this agreement for a new term or is willing to negotiate a new Joint Venture agreement with Homeswest ;
- d) the Organisation to buy out Homeswest's equitable Interest in the Joint Venture at its Current Market Value;
- e) Homeswest to purchase the Organisation's equitable Interests in the Joint Venture Property at its Current Market Value, and thereby transfer proprietorship of the Land to Homeswest ;
- f) to sell the Joint Venture Property at it's Current Market Value and divide the proceeds of the sale between the Parties based on each Party's percentage equitable Interest in the Joint Venture as identified in Item 3 of the Schedule.

- 7.2 In the event that the Parties agree to renew or extend the Agreement pursuant to clauses 7.1a) & 7.1b), or agree to transfer the Organisation's Interest pursuant to clause 7.1c), then the equitable Interests in the Joint Venture of each Party shall be revalued at their Current Market Values in accordance with the formula stated in Annexure C of this Agreement. The revised project equities shall be entered into Item 5 of the Schedule.

- 7.3 In the event that the Parties agree to pursue the options identified in Clauses 7.1d), 7.1e) or 7.1f), then the percentage equitable Interests in the Joint Venture of each of the Parties shall be as stated in Item 3 of the Schedule.

- 7.4 The Current Market Value of the Land and the other Joint Venture Property shall be determined by a Valuer approved by Homeswest. In the event of a disagreement between the Parties about the valuation, the Current Market Value of the Land and the other Joint Venture Property shall be determined by taking the average of 2 valuations thereof by 2 Valuers, one nominated by Homeswest and the other nominated by the Organisation, and this determination shall be final and binding upon the Parties.

8. RENTAL INCOME, SERVICE FEES AND OPERATIONAL SURPLUSES

- 8.1 The Organisation shall be responsible for collecting in a timely manner all rents and other fees or expenses and collect any outstanding rental arrears or debts from Tenants or former Tenants.
- 8.2 All Rent shall be the property of and be retained by the Organisation, subject to Clause 8.7 and 8.8.
- 8.3 The Organisation may charge the Tenants a rent commensurate with Homeswest rental charges. The Organisation cannot charge a rent level below the levels charged by Homeswest to a Tenant on a comparable income in a similar Unit.
- 8.4 The rental income may be used by the Organisation to meet the expenses incurred in the operation, management and maintenance of the Units, including provision for long term maintenance (see Clause 10.4).
- 8.5 Pursuant to Clause 8.3 the Organisation shall undertake periodic rent reviews to ensure that appropriate rent levels are being maintained.
- 8.6 The Organisation shall be entitled to charge additional service fees to Tenants. The amount and purpose of the service fees shall be subject to prior written approval of Homeswest and should not exceed the cost to the Organisation of the provision of these additional services. Any increase in service fee charges shall be subject to prior written approval of Homeswest. All service fee revenues and costs must be identified in the annual Financial Statements of the Organisation.
- 8.7 Any surplus income accumulated by the Organisation from the management and operation of the Units may be used, subject to the approval of Homeswest, as cash contributions towards further low income rental housing projects, improvements or upgrades to existing Joint Venture Units or other purposes agreed in writing by Homeswest.
- 8.8 Where no agreed purpose can be found for the use of surplus income as referred to in Clause 8.7 or the Guidelines, then such surplus is to be divided proportionately between Homeswest and the Organisation based on each Parties percentage equitable Interest in the Joint Venture as identified in Item 3 of the Schedule.

9. TENANCY MANAGEMENT

- 9.1 The Organisation shall maintain a Wait List of Eligible Persons who are seeking rental accommodation and shall let the Units to persons who are part of the Target Groups and who are also Eligible Persons, subject to Clause 9.6. Upon allocation of a Unit to an Eligible Person the Organisation shall forward to Homeswest the name and date of birth of the new tenant so that it can remove the person from Homeswest's Wait Lists.
- 9.2 Homeswest's written approval is required for any proposed changes to the Organisation's Target Groups at any time during the Term.
- 9.3 Where the Target Groups include people with special needs who require essential support services in order to sustain their tenancy, it is the responsibility of the Organisation to ensure that appropriate support services are available.
- 9.4 The Organisation shall provide Tenants with a Tenancy Agreement that complies with the minimum requirements set out in the Residential Tenancies Act. The Term of any Tenancy Agreement may not extend beyond the Term of this Agreement.
- 9.5 The Organisation shall establish a Tenant Allocations Panel in order to select the initial tenants for the Units and to fill vacancies as they arise. Homeswest Regional Managers shall have the right to have one representative on the Tenant Allocations Panel. Homeswest may refer Eligible Persons to the Organisation to be placed on the Wait List of the Organisation.
- 9.6 Once an Eligible Person has been allocated a Unit, the Organisation will guarantee that person security of tenure (subject to the tenant's continued compliance with their Tenancy Agreement) even if their circumstances change such that they would no longer be deemed to be part of the Target Group or if they would no longer meet Homeswest's eligibility criteria for public rental housing.
- 9.7 The Organisation shall ensure at all times that the Units are kept tenanted and occupied to the fullest extent possible by Eligible Persons.
- 9.8 The Organisation shall establish a procedure whereby Tenants' grievances in respect of any matter arising out of their tenancy in the Units can be heard and arbitrated, other than any provisions available to tenants under the Residential Tenancies Act. Written details of this grievances procedure must be provided to all Tenants.
- 9.9 The Organisation shall take all reasonable steps to ensure that Tenants and any other persons that come into the Units or onto the Land with the Organisation's or a Tenant's consent do not interfere with the reasonable peace, comfort or privacy of other Tenants or surrounding neighbours.

10. ASSET MANAGEMENT

- 10.1 The Organisation shall be responsible for all repairs and maintenance necessary to ensure that the Units are maintained in a good state of repair and condition, and that the Units comply with any health, safety or building regulations or by-laws, or any other applicable statutory regulations or by-laws, except where such repairs are assessed by the Builder's Registration Board to be the responsibility of the contracted builder.
- 10.2 The Organisation shall be responsible for the repair or replacement of all essential fixtures and fittings to the Units and the maintenance of fences and gates on the Land.
- 10.3 The Organisation shall ensure that the Units are kept free from pests and vermin (including rats, mice, cockroaches, white ants, termites and Singapore ants) and that termite inspections are carried out at least once every year by a registered pest control agency.
- 10.4 The Organisation shall ensure that an amount per unit per year, to be agreed between the parties, is set aside from the annual rental income for the long term maintenance needs of the Joint Venture Property. This amount shall be identified in the Schedule and shall reviewed every 5 years by Homeswest and the Organisation, or sooner if requested by either Party.
- 10.5 The Organisation shall ensure that the gardens, landscaping and the grounds of the Units and any common areas are maintained to a good standard and are kept neat and tidy.
- 10.6 Any upgrading of the Units and all other improvements on the Land are the responsibility of the Organisation.
- 10.7 Throughout the Term of this Agreement the Organisation as Manager of the Joint Venture Property shall ensure that adequate workers' compensation and common law liability insurance is effected by all contractors engaged on any work in relation to the Joint Venture Property and that such insurance includes a waiver of subrogation against the Parties.
- 10.8 The Organisation shall undertake a minimum of one comprehensive inspection per year of each Unit and shall fill out a Property Condition Report (PCR) upon the occasion of each inspection.
- 10.9 The Organisation shall ensure that the Units are brought up to a good lettable standard when a Tenant vacates and that an inspection and PCR is undertaken at that time. The Organisation shall ensure that the new ingoing Tenant is provided with a copy of the PCR.
- 10.10 The Organisation is responsible for all rates, taxes, charges and other expenses levied or incurred in respect of the Land and the Joint Venture Property.

11. INSURANCE AND INDEMNITIES

- 11.1 The Organisation must effect and maintain, with insurance companies approved by Homeswest, the following insurance coverage :-
- a) Building insurance with respect to the Units and all other improvements on the Land, to their full insurable value, against loss or damage by fire, storm, tempest, earthquake and any other applicable risk as Homeswest may reasonably require.
 - b) Public liability insurance with respect to the Units, all other improvements on the Land and the Land, in an amount not less than \$10,000,000 in respect of any one claim or any other reasonable amount as required by Homeswest from time to time. The Interests of Homeswest in the Joint Venture must be noted in such insurance policy.
 - c) Employers indemnity insurance (including workers compensation insurance) in respect of all employees of the Organisation employed in any capacity in relation to the Joint Venture.
- 11.2 The Organisation shall provide a copy to Homeswest of all policies of insurance pursuant to clause 11.1, and shall also provide to Homeswest on an annual basis or at any other time requested by Homeswest copies of current renewal certificates of such insurance policies.
- 11.3 The Organisation shall not do or permit to be done any act, matter or thing upon the Land or the Units, or bring or keep anything on the Land or in the Units, where any policy of insurance taken out with respect to the Land or the Units may be rendered void or voidable.
- 11.4 If the Organisation does or permits to be done any act, matter or thing which has the effect of voiding any policy of insurance taken out by the Organisation or by Homeswest then (in addition to all other rights of Homeswest) the Organisation shall be responsible for and shall pay and discharge on demand any damage or loss which Homeswest may suffer or incur as a result of the Organisation's act or omission.
- 11.5 If Homeswest does or permits to be done any act, matter or thing which has the effect of voiding any policy of insurance taken out by the Organisation or by Homeswest then (in addition to all other rights of the Organisation) Homeswest shall be responsible for and shall pay and discharge on demand any damage or loss which the Organisation may suffer or incur as a result of Homeswest's act or omission.
- 11.6 The Organisation shall indemnify and keep indemnified Homeswest against all actions, claims, judgments, damages, costs, charges, expenses and losses of any nature which Homeswest may suffer or incur in connection with loss of life, injury to any person or damage to any property arising out of the use of the Joint Venture Property or any part of the Joint Venture Property pursuant to the terms of this Agreement or occasioned either wholly or in part by any act or omission on the part of the Organisation or its tenants, employees, servants, agents, contractors or lawful visitors, except to the extent

caused or contributed to by an act or omission by Homeswest or its employees, servants, agents, contractors or lawful visitors.

12. REPORTING AND ACCOUNTABILITY

- 12.1 The Organisation shall at all times keep and maintain proper and accurate accounting records with respect to the Joint Venture Property throughout the Term showing (without limitation) the sources from which, and purposes for which, moneys relating to the Project have been received, and the manner in which those moneys have been disbursed.
- 12.2 The Organisation shall maintain and keep during the Term a Tenancy Register for the Units. The Register shall record for each paying Tenant for each Unit their date of occupancy, their weekly income, the weekly rent & service fees charged to the Tenant by the Organisation, the Target Group category (where applicable) and the vacate date if the Tenancy finishes.
- 12.3 The Organisation shall maintain and keep a Property Register for the Units. The Property Register shall include for each Unit a record of all maintenance work undertaken, the dates of all property inspections, copies of Property Condition Reports and any other information relevant to the care and maintenance of the Units.
- 12.4 The Organisation shall keep all records, accounts, receipts, documents, registers and reports pursuant to Clause 12.1, 12.2 and 12.3 open for inspection or audit at all reasonable times by responsible officers of Homeswest, the Treasury or the Auditor General.
- 12.5 The Organisation shall provide Homeswest with an annual audited financial statement detailing :–
 - a) all income and expenditures in relation to the Joint Venture Property;
 - b) profit and loss statements for the Organisation; and
 - c) balance sheet for the Organisation

within 90 days of the end of each Financial Year. In relation to the Income and Expenditure statements for the Joint Venture Property, itemised expenditures should include maintenance, long term maintenance provision, administration and management costs, staff costs, property costs (eg. rates), insurances and other applicable costs. The statements must identify annual and accumulated surpluses or deficits.

- 12.6 Pursuant to Clause 12.5, where the Organisation operates and manages other Joint Venture Units which have been assisted with funds from Homeswest, the Organisation may provide composite audited financial income and expenditure statements for all of these Units so long as these statements comply with the requirements of this Agreement.
- 12.7 The Organisation shall provide Homeswest with a signed statement within 90 days of the end of each Financial Year from persons with authority to sign legal agreements on behalf

of the Organisation **certifying that the Organisation has managed the Units under the terms and conditions of this Agreement.** The statement must also detail the occupancy rate for the Units throughout the preceding Financial Year and should identify any terms or conditions of the Agreement that the Organisation has not been able to comply with throughout the preceding Financial Year.

- 12.8 The Organisation shall upon written request from Homeswest provide such further information to Homeswest with respect to the Project as Homeswest may reasonably require from time to time.
- 12.9 The Organisation shall notify Homeswest if it is experiencing at any time any difficulties in meeting any of its obligations and responsibilities under this Agreement.
- 12.10 Homeswest will, from time to time throughout the Term, review the Organisation with respect to its management and maintenance of the Joint Venture Units. The review will include an inspection of the Tenancy and Property Registers kept by the Organisation, a review of the financial management of the Units and negotiation over use of accumulated surplus funds.
- 12.11 Homeswest retains the right to inspect any of the Joint Venture Units subject to sufficient notice by Homeswest to allow the Organisation to provide adequate notification to the Tenant as required under the Residential Tenancies Act. In the event that the Unit is unoccupied, the Organisation may require Homeswest to provide 7 days written notice of inspection.

13. BREACH AND TERMINATION

13.1 IF the Organisation :-

- a) seriously or persistently, in the opinion of Homeswest, breaches any term of this Agreement;
- b) is guilty of Financial or Administrative Mismanagement of the project
- c) uses the Joint Venture Property for a purpose other than the purpose approved under this Agreement or otherwise approved in writing by Homeswest; or
- d) abandons the Joint Venture Property or persistently under occupies the Units without good reason or the written approval of Homeswest; or
- e) is, in the opinion of Homeswest, unable to continue to meet its obligations under the terms of this Agreement for any reason other than those reasons set out in Clause 14 ;

AND the Organisation does not within 28 days after service by Homeswest of a written notice specifying the breach or events described in this clause either remedy the breach in a manner acceptable to Homeswest or refer any dispute concerning the breach to arbitration pursuant to clause 15.1 and 15.2

THEN the Organisation must immediately, if requested by Homeswest in writing (and at the Organisation's own cost), transfer the title of the Land to Homeswest.

13.2 IF :

- a) a judgment is obtained against the Organisation in any court of law (and no stay of proceedings relative to that judgment in the court is granted) and the judgment remains unsatisfied or execution is levied or issued against any of the assets or property of the Organisation;
- b) an order is made against the Organisation by a court of law;
- c) a resolution is passed for the dissolution of the Organisation;
- d) a receiver of any part of the revenue, property, assets, or undertaking of the Organisation is appointed;
- e) the Organisation enters into a compromise or arrangement with creditors without the prior written consent of Homeswest ;
- f) the Organisation stops payment of any of its debts or ceases or threatens to cease to manage the Project ; or
- g) the Organisation without the prior written consent of Homeswest makes or attempts to make any alteration to the provisions of its memorandum or articles of association or its constitution which in the opinion of Homeswest might detrimentally affect the Project or the interests of Homeswest under this Agreement ;

THEN immediately after any of the foregoing events occurs, the Organisation shall meet with Homeswest and enter into discussions with Homeswest about the future ongoing management of the Joint Venture Units. If the Organisation fails to notify Homeswest or fails to enter into discussions with Homeswest, or, if in the opinion of Homeswest the Organisation is no longer able to carry out it's obligations under this Agreement in a satisfactory manner, then the Organisation must immediately if requested by Homeswest in writing (and at the Organisation's own cost), transfer the title of the Land to Homeswest.

- 13.3** Pursuant to Clause 13.1 and 13.2, if Homeswest requires the Land to be transferred, the Organisation must immediately deliver up exclusive possession to Homeswest of the Joint Venture Property together with all records, accounts, documents, and registers related to the management and administration of the Joint Venture Property. Any accumulated long term maintenance funds must be transferred to Homeswest, and any accumulated

operational surpluses shall be divided between the Parties in accordance with Clause 8.8.

- 13.4 Upon transfer of the Land to Homeswest and delivery of exclusive possession of the Joint Venture Property to Homeswest by the Organisation pursuant to Clause 13.3, Homeswest shall arrange a market valuation of the Joint Venture Property and upon agreement with the Organisation about the valuation Homeswest shall pay to the Organisation the value of its equitable interest in the Joint Venture Property at its Current Market Value based on the Organisation's percentage equitable interest in the Joint Venture as identified in Item 3 of the Schedule. Disagreement over valuations will be dealt with as per Clause 7.4.
- 13.5 Homeswest shall be entitled to deduct from any moneys payable to the Organisation under Clause 13.4 the amount of any moneys due and payable to Homeswest by the Organisation consequent upon any breach or default by the Organisation or the termination of this Agreement.
- 13.6 In cases where the Organisation fails to comply with a notice to remedy a breach within 14 days, and where the nature of the breach is deemed by Homeswest not to be covered by Clause 13.1 or 13.2, Homeswest may refer the matter to arbitration for settlement pursuant to Clause 15.1 and 15.2.
- 13.7 If Homeswest breaches any condition of this Agreement and fails to remedy the breach within 28 days after service by the Organisation of a notice specifying the breach, the Organisation may refer the matter to arbitration pursuant to Clause 15.1 and 15.2.
- 13.8 Any action taken by either Party in accordance with Clause 13 shall not affect any claim by either Party for damages in respect of a breach of a condition of this Agreement.
- 13.9 The Organisation hereby grants, in consideration of this Agreement, to Homeswest, Power of Attorney to do all things necessary, desirable or convenient to ensure that the requirements of this Clause 13 are fully complied with including but not limited to executing and lodging at the Office of Titles a transfer of the Land from the Organisation to Homeswest, and the Organisation agrees to ratify and confirm all that Homeswest as attorney shall do or cause to be done under or by virtue of this clause and the Organisation shall indemnify Homeswest in respect of any act, matter or thing done pursuant to this Power of Attorney.

14. FORCE MAJEURE

- 14.1 If a Party becomes unable wholly or in part by reason of Force Majeure to carry out any of its duties or obligations under or by virtue of this Agreement:
- a) that Party shall give prompt written notice to the other Party of the Force Majeure with reasonably full particulars thereof and of the probable (as far as is known at the time) extent to which that Party will not be able to perform or be delayed in performing such duties or obligations;

- b) such duties or obligations so far as they are affected by the Force Majeure shall be suspended during, but no longer than, the continuance of the Force Majeure;
 - c) that Party shall use all possible diligence to overcome or remove the impact or effects of the Force Majeure as soon as possible.
- 14.2 The requirement that any Force Majeure shall be overcome or remedied with all possible diligence shall not oblige a Party to settle any strike or other labour dispute on terms it does not approve of or to contest the validity of any law, regulation or decree by way of legal proceedings.

15. ARBITRATION

- 15.1 Any dispute, difference or disagreement between the Parties arising under or in respect of this Agreement or any term of it other than a breach or default by the Organisation to which Clause 13.2 applies and except with respect to a determination of value pursuant to Clause 7.4 shall be referred to a single arbitrator acceptable to the Parties or, in the absence of agreement between the Parties, to an arbitrator selected by the President of the Law Society of Western Australia.
- 15.2 The arbitrator appointed pursuant to Clause 15.1 shall determine the dispute between the Parties in accordance with the Commercial Arbitration Act 1985.

16. NOTICES

- 16.1 A notice required by one Party to the other under this Agreement shall be in writing and shall be served on the Organisation or Homeswest personally, or sent by prepaid post to address or the last known business address of the Party.
- 16.2 A notice given to a Party in accordance with Clause 16.1 shall be treated as having been given and received if delivered to a Party's address, on the day of delivery if a business day, otherwise on the next following business day; or if sent by prepaid mail, on the third business day after posting.

SCHEDULE – PROJECT A

1. DESCRIPTION OF THE PROJECT

Lot 102 Currall Street Narembeen
on Certificate of Title Volume 1536 Folio029

If the Project is to be located on a part of a Lot, this part shall be delineated in the Site Plan which is Annexed to this Agreement and marked 'D'.

Units

Type of Unit (eg. 3 bedroom unit)	No.	Construct / purchase or modification?	Target group to be housed
3 bedroom unit	3	construction	families

2. FINANCIAL CONTRIBUTIONS TO THE JOINT VENTURE

a) Organisation's Contributions to :

Land Costs

– Land Value contribution	\$6,000.00
– Land Clearance	\$nil
– Site Preparation (cartage & compaction)	\$20,00.00
– Land Servicing	\$nil
– Other (eg. surveying, subdivision)	\$nil

\$26,000.00

Construction Costs

– Architectural Fees	\$nil
– Project Management (construction)	\$nil
– Construction of Units (cash contribution)	\$30,000.00
– Renovations / modifications	\$nil
– Additional Amenities	\$nil
– Landscaping	\$5,000.00
– Other	\$nil

\$ 35,000.00

Organisation's Total Project Contribution = \$61,000.00

b) Homeswest's contributions to :

Land Costs

- Land Value contribution	\$nil
- Land Clearance	\$nil
- Site Preparation	\$nil
- Land Servicing	\$nil
- Other (eg. surveying, subdivision)	\$nil

\$nil

Construction Costs

- Architectural Fees	\$ 10,000.00 (estimate)
- Project Management (6%construction)	\$ 18690.00 (estimate)
- Construction of Units	\$311,500.00 (estimate)
- Renovations / modifications	\$nil
- Additional Amenities	\$nil
- Landscaping	\$nil
- Other	\$nil

\$ 340,190.00

Homeswest's Total Project Contribution = \$340,190.00

c) Total Project Cost = \$ 401,190.00

3. THE PARTIES PERCENTAGE EQUITABLE INTERESTS IN THE JOINT VENTURE

a)	The Organisation	15.2%
b)	Homeswest	84.8%

4. ADDRESSES OF ALL UNITS COVERED BY THIS SCHEDULE (PROJECT A)

Units 1 to 3 Lot 102 Currall Street Narembeen

5. LONG TERM MAINTENANCE PROVISION

An amount of **\$300.00** per Unit per year shall be set aside from the annual rental income for the long term maintenance needs of the Joint Venture Property.

6. Commencement Date: (date of completion of construction of the units – to be advised)

7. THE PARTIES REVISED PERCENTAGE EQUITABLE INTERESTS IN THE JOINT VENTURE (Only applicable where the Agreement is to be renewed or extended)

- a) The Organisation %
- b) Homeswest %

IN WITNESS WHEREOF the Parties hereto have executed this Agreement as a Deed on the date first hereinbefore written.

THE COMMON SEAL OF THE STATE HOUSING COMMISSION was hereunto affixed in the presence of :-

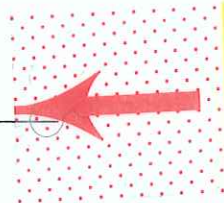




MANAGER
SECURITIES, CONVEYANCING AND
SETTLEMENT SERVICES



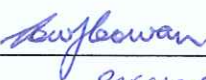
EXECUTIVE DIRECTOR



HER


THE COMMON SEAL OF
was hereunto affixed in the presence of :





PRESIDENT

(Position Title)



CHIEF EXECUTIVE OFFICER

(Position Title)

ANNEXURE A
[Joint Venture Guidelines]

ANNEXURE B

[Requirements of the Site]

These additional comments explain in further detail what is required of the Organisation in relation to the clearing, preparing and servicing of the Land.

- PROPERLY CLEARED** : This includes the demolition of any unwanted old buildings, old footings and foundations, clearing all debris and all unwanted vegetation.
- PROPERLY PREPARED** : This includes the removal of unsuitable soils, like clay or peat, and filling with suitable fill material, and any rock encountered in the building works.
- ADEQUATELY SERVICED** : This includes the following:
- Electrical incoming cables, sub-stations and contributions.
 - Water incoming mains and contributions.
 - Off-site stormwater disposal to connect to Local Authority drains, or special disposal methods.
 - Sub-soil drainage.
 - Main site sewer, pipe connecting to Minister's sewer, or extension of Minister's sewer to site and contributions.

The Guidelines (Annexure A) provides details of Surveys and Reports required to assess the suitability, services and requirements of the site.

ANNEXURE C

[REVALUATION OF EQUITIES FORMULA]

(Only applicable if the Term of Agreement is extended or a new Agreement is entered into at the expiration of the Term)

Step 1 : Establish Each Parties Respective Equitable Interests In The Land

Use the \$ Values identified in Item 2 of the Schedule.

$$A = HL + OL$$

$$HL\% = \frac{HL}{A} \times 100$$

$$OL\% = \frac{OL}{A} \times 100$$

where A is the Total of the Land Costs established at the commencement of the Term

OL is the total of the Land Costs contributed towards the Joint Venture by the Organisation as identified in Item 2a) of the Schedule

HL is the total of the Land Costs contributed towards the Joint Venture by Homeswest as identified in Item 2b) of the Schedule

HL% and OL% are Homeswest's and the Organisation's respective equitable Interest's in the Land.

Step 2 : Establish Each Parties Respective Equitable Interest's in the Joint Venture Units. (Use the \$ Values identified in Item 2 of the Schedule)

$$B = HU + OU$$

$$HU\% = \frac{HU}{B} \times 100$$

$$OU\% = \frac{OU}{B} \times 100$$

where B is the Total of the Construction Costs and any subsequent agreed improvements, identified in Item 2 of the Schedule.

OU is the amount of the Construction Costs and any subsequent agreed improvements contributed towards the Joint Venture Units by the Organisation, as identified in Item 2a) of the Schedule

HU is the amount of the Construction Costs and any subsequent agreed improvements contributed towards the Joint Venture Units by Homeswest, as identified in Item 2b) of the Schedule

HU% and OU% are Homeswest's and the Organisation's respective equitable Interest's in the Joint Venture Units.

Step 3 : Revaluation of Each Parties Respective Equitable Interests in the Joint Venture.

Obtain separate Current Market Valuations, expressed in \$, of :-

- a) the Land (L)
- b) the Units (U)

Calculate the \$ values of the following :-

$$C = L \times OL\% \quad (\text{Organisation's equitable Interest in the Land})$$

$$D = L \times HL\% \quad (\text{Homeswest's equitable Interest in the Land})$$

$$E = U \times OU\% \quad (\text{Organisation's equitable Interest in the JV Units})$$

$$F = U \times HU\% \quad (\text{Homeswest's equitable Interest in the JV Units})$$

where :-

C and D are the respective \$ values of the Organisation's and Homeswest's equitable Interests in the Land at Current Market Values ; and

E and F are the respective \$ values of the Organisation's and Homeswest's equitable Interests in the Joint Venture Units at Current Market Values.

Add C + D + E + F to obtain a revised Total Project Value (TPV)

The Organisation's revised equitable Interest in the Joint Venture (ORI%),

$$ORI\% = \frac{C+E}{TPV} \times 100$$

Homeswest's revised equitable Interest in the Joint Venture (HRI%),

$$HRI\% = \frac{D+F}{TPV} \times 100$$

ANNEXURE D
[Plan of the Land]

CALCULATION OF EQUITIES

SHIRE OF NARAMBEEN

LOT 102 CURRALL STREET NAREMBEEN (3 X 3 B/R FAMILIES UNITS)

Commenced : 30/6/99
Completed : 31/5/00

JOINT VENTURE PARTY		HOMESWEST	
Land Value	\$ 6,000	Accepted Contract Price	\$305,000
Cash Contribution	\$30,000	Variations to Contract	\$ 1,782
		Architect Fees	\$ 15,815
		Consultant Fees	\$ 3,085
		Landscaping	\$ 9,250
		Administration Charges	\$ 18,300
		Headworks	\$ 6,221
		Less Cash Contribution	\$ 30,000
TOTAL:	\$36,000	TOTAL:	\$329,453

Joint Venturer's total contribution: \$ 36,000
Homeswest's total contribution: \$329,453

TOTAL PROJECT COST: \$365,453

EQUITY % SHARE:

$$\frac{\text{J/V total contribution} \times 100}{\text{Total project cost}} = 9.9\%$$

$$\frac{\text{H/W total contribution} \times 100}{\text{Total project cost}} = 90.1\%$$

Linda Cianfagna
A/Senior Review Officer
Community Housing

3 October, 2003

Mr A B Wright
Chief Executive Officer
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

Ron Duff A/CEO back on Monday.
Follow up 8/12/03
RCD
2/12/03

Dear Mr Wright

JOINT VENTURE PROJECTS – FINAL EQUITY REVIEW

It has come to my attention that a final equity review for each of the following joint venture projects, was not undertaken:

- Pt Lot 101 Currall & Doreen Streets Narembeen (4 x 2 brm Singles Units) – Completed 15 September, 1994 - 50 Year Joint Venture Agreement
- Lot 102 Currall Street Narembeen (3 x 3 brm Families Units) – Completed 31 May, 2000 - 25 Year Joint Venture Agreement

The 'Schedules' of the Joint Venture Agreements were based on estimates of costs only and were to be later amended to reflect the actual costs incurred by each of our respective agencies upon completion of the projects however, this did not eventuate. Prior to amending the Schedules, I have attached a table for each project detailing the calculation of equities based on final expenditure recorded to date, for your perusal.

In addition to the land values and cash contributions received, the Shire was to also contribute costs towards site works and landscaping for each project, as detailed in the Schedules. Should the Shire wish to have these items reflected as part of its equity, documentary evidence of expenditure will be required to support these costs. Please note however, that whilst landscaping, at an estimate of \$10,000, was indicated in the agreement for Pt Lot 101, it was later agreed during the course of the project that Homeswest would undertake the landscaping and reflect it as part of its equity share. You will also note with this project that the Schedule reflected an estimated land value of \$3,000. This amount will be amended to reflect the purchase price of \$4,000.

Upon receipt of any documented expenditure provided, I will recalculate our respective equities and forward the revised Schedules to yourself for endorsement and attachment to the Shire's original Joint Venture Agreements.

Thank you for your cooperation in this matter and should you require any clarification, please do not hesitate to contact me on the above direct line.

Yours sincerely



LINDA CIANFAGNA
A/SENIOR REVIEW OFFICER
COMMUNITY HOUSING

3 October 2003

This JOINT VENTURE AGREEMENT is made the 6th day of May 1994
BETWEEN:

THE STATE HOUSING COMMISSION a body corporate constituted under the Housing Act 1980 of 99 Plain Street, East Perth ("Homeswest") of the one part AND the party or parties described in item 1 of the Schedule hereto ("the Organisation") of the other part

RECITALS

(A) Homeswest is empowered under the abovementioned Act and wishes to provide in conjunction with the Organisation rental accommodation for single persons who are eligible by virtue of their low personal income and their compliance with eligibility criteria adopted by Homeswest from time to time to rent public housing from Homeswest ("Eligible Tenants").

(B) The Organisation is the registered proprietor of the land described in item 2 of the Schedule hereto ("the Land").

NOW IT IS AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

GENERAL



(a) Homeswest and the Organisation hereby associate themselves in a joint venture for the purpose of designing, erecting, constructing, maintaining and managing upon the Land four (4) housing units ("the Units") for use as rental accommodation for Eligible Tenants referred to in Recital (A) together with agreed ancillary services as described in item 7 of the Schedule, amenities and facilities ("the Project"), PROVIDED HOWEVER that nothing contained in this Agreement shall be deemed or interpreted to create a partnership, association, agency or trust.

(b) The Organisation and Homeswest shall at all times and in all material respects observe, conform to and comply with the provisions of all applicable law, statutes and legislation and all rules, by-laws and regulations made thereunder including but without limitation the Equal Opportunity Act 1984, the Housing Act 1980, the Housing Agreement (Commonwealth and State) Acts, the Residential Tenancies Act 1987.

(c) The Organisation shall at all times during the term or continuance of this Agreement comply with the Guidelines of the Joint Venture Scheme issued by Homeswest (a copy of which has been supplied to the Organisation) and all additions thereto and amendments thereof from time to time.

ACKNOWLEDGMENT - TIME IS OF THE ESSENCE

2. (a) In all advertising, promotion and publicity of the Project, credit shall be given to the participation of Homeswest, and nature of the Project as a joint venture shall be expressly acknowledged.
- (b) The Parties hereby declare their intention to commence, effect and complete the implementation of the Project as soon as reasonably practicable after the execution of this Agreement.

TERM, OPTIONS

3. (a) This Agreement shall take effect upon the date hereof and shall continue and remain in force for a period of fifty (50) years from that date.
- (b) Within a period of six (6) months prior to the expiration of this Agreement the Organisation shall by notice in writing to Homeswest either –
 - (i) advise Homeswest that it has sold its interest in the Land and the Project, or
 - (ii) request Homeswest to negotiate a new agreement with respect to the continuation of the Project, or
 - (iii) require Homeswest to extend the term of this Agreement for such further period of years as the Organisation shall specify but not exceeding fifty (50) years, or
 - (iv) require Homeswest to sell to the Organisation Homeswest's interest in the Land and the Project at its current market value, or
 - (v) request Homeswest to purchase the Organisation's interest in the Land and the Project at its current market value.
- (c) If the Organisation and Homeswest, after negotiations under clause 3(b)(ii) have concluded, are unable to agree on a new agreement for the continuation of the Project, the Organisation shall within six (6) months after conclusion of negotiations by notice in writing require Homeswest to extend the term of this Agreement or sell Homeswest's interest in the Land and the Project as provided in paragraphs (iii) and (iv) of subclause (b) of this clause 3.
- (d) The Organisation shall not at any time sell or transfer its estate or interest in the Land or the Project EXCEPT to Homeswest or another association or body approved by Homeswest which is eligible to participate in the Project and has objects in its constitution or memorandum of association similar to those of the Organisation.

- (e) Within fourteen days after the determination of the current market value, the Party in the position of Purchaser shall prepare and submit to the other Party for execution a transfer of the other Party's interest in the Land together with a deed of assignment of its interest in the Project.
- (f) Settlement of the transfer and assignment hereinbefore referred to shall be effected within fourteen days after receipt by the Selling Party of the said transfer and deed of assignment from the Purchasing Party.
- (g) The current market value referred to in this clause shall be determined by agreement of the Parties and, failing agreement within fourteen days after exercise of the option, by taking the average of two valuations thereof by two licensed valuers, one nominated by Homeswest and the other nominated by the Organisation, and this determination shall be final and binding upon the Parties.

FINANCING

- 4. (a) Homeswest shall contribute towards the costs of the Project the sum specified in item 3 of the Schedule hereto being the cost of the Units plus the cost of landscaping and architectural services to be provided by Homeswest to the Project, which sum represents the percentage of the total cost of the Project specified in item 4 of the Schedule hereto.
- (b) The Organisation shall contribute the sum specified in item 5 of the Schedule towards the costs of the Project being the value of the Land provided by the Organisation and the cost of the development of the Land, which sum represents the percentage of the total cost of the Project specified in item 6 of the Schedule hereto.
- (c) Except as otherwise provided herein, all costs and expenses of the Project shall be borne by the Organisation.
- (d) Forthwith upon request by Homeswest, the Organisation shall execute and deliver to Homeswest free of charge a Transfer in registrable form in respect of the number of undivided fractional shares in the Land represented by the percentage stated in item 4 of the Schedule. Thereafter the Organisation shall retain in its own name the number of undivided fractional shares in the Land represented by the percentage stated in item 4 of the Schedule. Thereafter the Organisation shall retain in its own name the number of undivided fractional shares in the Land represented by the percentage stated in item 6 of the Schedule. Until such demand is made and pending the registration of the transfer to Homeswest of its share in the Land, the Organisation shall be and remain the registered proprietor

of the Land AND HEREBY DECLARES that it holds and shall continue to hold the Land UPON TRUST for itself and Homeswest as tenants in common in their respective shares in respect of the Project. Homeswest shall be entitled to lodge an absolute Caveat upon the title to the Land to protect its interest therein pursuant to this Agreement.

- (e) The respective interests of the Parties in the Project shall be those stated in items 4 and 6 respectively of the schedule hereto and all property acquired by the parties hereto in connection with or for the purposes of the Project shall be beneficially owned by them as tenants in common in the shares abovementioned.

RENTS, CONTINGENCY RESERVE ACCOUNT, ADDITIONAL SERVICES

5. (a) The Organisation shall charge a rental to all occupants of the Units with (excluding all available subsidies) shall not exceed 110% nor be less than 90% of the rent for the time being charged on a rent to income level by Homeswest pursuant to the Commonwealth/State Housing Agreement then in force and shall be no greater than cost rent. All rentals shall be the property of and be retained by the Organisation.
- (b) As soon as possible after the date of this Agreement the Organisation shall open in the books of the Organisation a contingency reserve account to cover anticipated costs of periodical repairs and maintenance of the Land and the Units. The Organisation shall from time to time pay to the credit of this account such portion of the rent received from the Units as shall be necessary to maintain the amount standing to the credit of this account at all times throughout the duration of this Agreement at not less than twenty five per cent (25%) of the amount of the total gross rent received by the Organisation from the Units over the immediately preceding period of twelve (12) months ending on the 30th day of June last past.
- (c) The Organisation shall provide to such tenants of the Units as may request them from time to time the Additional Services listed in item 11 of the Schedule and the Organisation shall be entitled to charge a fee for such of those Additional Services as the Organisation provides from time to time to those tenants to whom those services have been provided. The fee to be charged for each of the Additional Services shall be subject to the prior written approval of Homeswest and should not in any case exceed the cost to the Organisation of the provision of those Additional Services. Any increase in the amount of such fees shall also be subject to the prior written approval of Homeswest.

ACCOUNTING RECORDS – AUDIT

6. (a) The Organisation shall at all times keep and maintain proper and accurate accounting records with respect to the Project showing (without limitation) –
- (i) the several sources from which, and the purposes for which, contributions relating to the Project are received, and the manner in which those contributions are disbursed; and
 - (ii) the several sources from which other monies relating to the Project are received, and the manner in which those monies are distributed and shall keep those records open for inspection at all reasonable times by responsible officers of Homeswest, the Treasury and the Auditor General.
- (b) The Organisation shall furnish to Homeswest an annual statistical return with details of all lettings or tenancies of the Units, the turnover of Units, the amounts of rents and service fees received, together with a copy of the audited annual balance sheet and profit and loss account in respect of the Project within ninety days of the end of each financial year. The Organisation shall on demand supply such further information to Homeswest with respect to the Project as Homeswest may from time to time require.
- (c) The Treasurer of the State of Western Australia may require the Auditor General to audit the accounts of the Organisation to ascertain whether moneys contributed granted, paid or advanced by Homeswest under this Agreement have been expended upon the Project or otherwise in accordance with the purposes of the contribution, grant, payment or advance.
- (d) The Auditor General shall be entitled at any time to conduct any investigation that he considers necessary concerning any matter relating to the accounts of the Organisation or to public moneys, other moneys of the Organisation or moneys of Homeswest or to public property or other property and to carry out examinations of the efficiency and effectiveness of the Organisation of Homeswest with respect to the Project.
- (e) For the purpose of any audit performed under this Agreement, the Auditor General or a person authorised by him in writing, shall be entitled to full and free access at all reasonable times to moneys, negotiable instruments and securities of all kinds which have been collected, received or held by the Organisation for or on behalf of Homeswest or any other person or which have been collected, received or held by Homeswest.

- (f) The Organisation shall at all reasonable times upon request by the Auditor General, or a person authorised by him in writing, produce to the Auditor General or that person such accounts, information, explanations, documents, records, moneys or property as are specified in the request for the purpose of any audit performed under this Agreement. The Organisation shall not without reasonable excuse fail to comply with a request under this clause within fourteen (14) days of receiving notification of it.
- (g) (i) Except in the case of accounting records listed in paragraph (ii) of this subclause, the Organisation shall not destroy any accounting records unless the approval of the Under Treasurer is first obtained.
- (ii) Accounting records specified in this paragraph may be destroyed by the Organisation after the expiry of the prescribed retention period:

Accounting Record	Retention Period
Retired cheques and cash orders	6 years
Pay records	6 years
Advices of salaried staff and wage employee changes	6 years
Processed payment vouchers	6 years
Group Certificates	2 years
Handing Over Statements	2 years
Attendance Books and Time Sheets	2 years
Cancelled and void cash receipts	1 year
Carbon copies or counterfoils of monetary forms when completed	1 year

- (iii) No accounting record shall be destroyed by the Organisation until the audit by the Auditor General for the financial years has been completed.

INCOME

7. (a) The Organisation shall not use or appropriate any income or profits derived from the leasing of the Units in or towards any purpose other than the operation, maintenance and management of the Units.
- (b) Any surplus income or revenue after payment of all outgoings and expenses incurred in the operation, maintenance and management of the Units shall be applied and utilised by the Organisation to construct additional Units on the Land in accordance with plans and specifications agreed by Homeswest or for the provision of further housing in accordance with the Joint Venture Scheme

Guidelines.

DESIGN AND CONSTRUCTION

8. (a) Homeswest shall erect and construct on the Land the four (4) Units described on the plans and drawing annexed hereto and marked "B" in accordance with the standard Homeswest design and specifications. Prior to Homeswest calling tenders and commencing the erection and construction of the Units the Organisation shall at its own cost cause the Land to be properly cleared, prepared and adequately serviced for the Project (confirmed in writing by an Engineer's Certificate) and appropriately zoned. These requirements are more fully explained in Appendix "C".
- (b) The Organisation shall at its own expense provide and install all such additional facilities, furnishings, fixtures and fittings as it considers necessary to be incorporated in the Homeswest design of the Units.
- (c) Homeswest shall at its own expense obtain all such approvals, consents, permits and licences (other than rezoning) as may be required by law for the construction of the Units, together with all such renewals and extensions thereof as may be required or necessary from time to time.

ALLOCATION OF TENANTS

9. (a) The Organisation shall not use the Land or the Units except for the purpose of providing rental accommodation to Eligible Tenants (as defined in Recital (A)) who at the time of letting are registered either on the waiting list of Homeswest, or the waiting list maintained by the Organisation, or both AND HEREBY DECLARES that it holds the Land IN TRUST for itself and Homeswest as tenants in common in the undivided fractional shares specified in clause 4(d) hereof exclusively for that purpose.
- (b) A Joint Allocation Panel shall be established in the manner described in Item 10 of the Schedule and shall meet upon completion of the Units and on each occasion when a vacancy occurs in the Units, for the purpose of allocating vacant Units to Eligible Tenants.
- (c) In allocating the unoccupied Units to persons on the waiting list, the Joint Allocation Panel shall give preference to Eligible Tenants who have the greatest and most urgent need of accommodation and, subject as aforesaid, Units shall be allocated to those persons who at the time of allocation have been on the common waiting list for the longest period of time and without discrimination against any person with

respect to sectarian or ethnic background.

MANAGEMENT

10. Throughout the term of continuance of this Agreement the Organisation as Manager of the Project shall at all times and at its own expense:-
- (a) Keep and maintain the Units in good and substantial repair order and condition and fit for occupation.
 - (b) Keep and maintain the landscaping of the grounds and the common areas of the Units in good repair and neat and tidy.
 - (c) Be responsible for the upgrading of the Units and all other improvements on the Land.
 - (d) Duly and punctually pay all rates taxes and charges levied in respect of the Land and all improvements thereon.
 - (e) At all times insure and keep insured in the joint names of Homeswest and the Organisation against fire and all other applicable risks the Units and all improvements on the Land to their full insurable value with an insurance company acceptable to Homeswest and pay all premiums in respect to such insurance as and when the same shall fall due.
 - (f) Effect and maintain adequate insurance against the liabilities of the Parties hereto with respect to workers' compensation, employer's liability, occupier's liability and public liability.
 - (g) Produce to Homeswest on demand all policies of insurance in respect of the Land and improvements thereon effected by the Organisation pursuant to paragraph (e) hereof.
 - (h) Be responsible for the operation and management of the Land and the Units thereon.
 - (i) Ensure that adequate Workers Compensation and Common Law liability insurance is effected by all contractors engaged on the Project and that such insurance includes a waiver of subrogation against the Parties hereto.

ANCILLARY SERVICES

11. The Organisation shall throughout the term or continuance of this Agreement at all times provide and keep available for the benefit of all tenants of the Units the Ancillary Services described in item 7 of the Schedule hereto. Equal access to the Ancillary Services shall be provided for all tenants of the Units.

MANAGEMENT COMMITTEE

12. (a) For the purpose of managing the Units, the Organisation shall forthwith upon completion of construction thereof appoint as its agent a Management Committee comprising persons appointed by the Parties hereto as specified in item 8 of Schedule hereto.
- (b) The Organisation shall authorise and empower the Management Committee to:-
- (i) prepare and have executed the appropriate leases for all tenants of the Units;
 - (ii) carry out all necessary repairs and periodical maintenance to the Units;
 - (iii) attend to the payment of all costs of operating and maintaining the Units;
 - (iv) maintain an up to date waiting list of eligible tenants seeking to occupy the Units.

LEASE FORM

13. (a) The Organisation shall as soon as practicable after the execution of this Agreement furnish to Homeswest a copy of the form of Lease which it proposes to use with respect to tenants of the Units.
- (b) The Organisation shall ensure that the form of Lease complies with the Residential Tenancies Act 1987.
- (c) The Organisation shall not replace nor make any alteration, addition, deletion, variation or amendment to or of the said form of Lease without the prior consent of Homeswest in writing.

WRITTEN NOTICE, LIAISON, CONSULTATION

14. (a) As soon as practicable after the occurrence of each or any of the following circumstances, the Organisation shall give written notice thereof to Homeswest at its Regional Office referred to in item 9 of the Schedule, namely:-
- (i) a vacancy of any Unit occurs;
 - (ii) the Organisation proposes to terminate the lease of any tenant;
 - (iii) the Organisation proposes to vary any rental;
 - (iv) the Organisation is experiencing difficulty in maintaining the agreed level of Ancillary Services for tenants of the Units;
 - (v) the Organisation is experiencing difficulty in complying with any one or more of the Guidelines for the Joint Venture Scheme;
 - (vi) the Organisation is experiencing Management difficulties;

- (b) Homeswest shall make available at all times an appropriate officer at Homeswest's nearest Regional Office described in item 9 of the Schedule to:–
- (i) maintain a regular liaison with the Organisation;
 - (ii) act as Homeswest's representative on the Organisation's Management Committee;
 - (iii) assist the Organisation at its request with the resolution of any of the matters listed in clause 14 hereof;
 - (iv) advise the Organisation on appropriate rentals to be charged, the operation of the contingency reserve fund referred to in clause 5 and the keeping of the books of account.

VARIATION

15. (a) This Agreement may not be varied, altered, amended, renewed or extended except by a further written Agreement executed by both Parties hereto.
- (b) The Organisation acknowledges and declares that in entering into this Agreement the Organisation has not relied on any promise, representation, undertaking or warranty given by or on behalf of Homeswest and that the covenants and provisions contained in this Agreement expressly or by statutory implication cover and comprise the whole of the agreement between the Parties hereto and it is expressly agreed and declared that no further or other covenants or provisions shall be deemed to be implied herein or to arise between the Parties hereto by way of collateral or other agreement, except as otherwise hereafter agreed in writing between Homeswest and the Organisation.

ASSIGNMENT, SALE, TRANSFER

16. (a) Neither Party shall assign sell transfer mortgage charge encumber or otherwise dispose of its estate or interest in the Land, the Units, the Project, or this Agreement or any part thereof during the term of continuance of this Agreement without giving to the other Party twelve months prior notice in writing of its intention so to do.
- (b) The Organisation shall not assign sell transfer or dispose of its estate or interest as aforesaid or any part thereof without the prior written consent of Homeswest, which consent shall not be unreasonably withheld in the case of an assignment, sale, transfer or disposition to another organisation approved by Homeswest which entered into a Deed of Covenant with Homeswest whereby that Organisation agrees to observe, perform and be bound by all the terms, covenants and

conditions contained in this Agreement on the part of the Organisation to be observed performed and complied with.

- (c) The Organisation shall not mortgage, charge, encumber or create any security over its estate or interest in the Property or any part thereof without the prior written consent of Homeswest, which consent shall not be unreasonably withheld where the other party or parties to the proposed mortgage, charge, encumbrance or security enter into a Deed of Covenant with Homeswest whereby the said party or parties shall agree not to exercise any power of sale over the Property or any part thereof under the proposed mortgage charge encumbrance or security without the prior written consent of Homeswest and without obtaining from the proposed purchaser a Deed of Covenant with Homeswest of the kind referred to in subclause (b) of this clause.

CONTINGENCIES

- 17. (a) In the event of any breach or default by the Organisation in the observance of performance of any one or more of the terms and conditions on the part of the Organisation to be observed, performed or complied with under this Agreement or contained in the Guidelines of the Joint Venture Scheme, Homeswest may forthwith serve notice in writing upon the Organisation requiring the Organisation forthwith to observe or perform the said term covenant or condition and otherwise remedy the breach in the manner specified in the notice.
- (b) In the event of the Organisation failing to comply with the notice referred to in paragraph (a) hereof, Homeswest shall be entitled by a further notice in writing to the Organisation to terminate this Agreement. Upon receipt of the said notice by the Organisation, this Agreement and the Obligations of Homeswest thereunder shall cease, but all Homeswest's rights of action against the Organisation prior to such notice of termination shall continue in full force and effect. Upon the termination of this Agreement, the provisions of clause 3 shall also apply PROVIDED THAT upon an exercise of its option to purchase under clause 3(c) Homeswest shall be entitled to deduct from the moneys payable to the Organisation at settlement the amount of any moneys due and payable to Homeswest by the Organisation consequent upon any breach or default by the Organisation as aforesaid or otherwise howsoever.

ARBITRATION

18. Any dispute or disagreement between the parties arising under or in respect of this Agreement or the interpretation of any term or provision of this Agreement shall be referred to a single arbitrator acceptable to both parties who shall determine such disagreement or dispute in accordance with the Commercial Arbitration Act 1985.

TERMINATION

19. In the event that –

- (a) any judgement is obtained against the Organisation in any court of law and (no stay of proceedings relative to that judgement in any appropriate Court having been granted) the judgement remains unsatisfied or execution is levied or issued against any of the assets or property of the Organisation;
- (b) an order is made or a resolution is passed for winding up the Organisation or if a receiver or a receiver and manager of all or any part of the property, assets and undertakings of the Organisation is appointed, or if an official manager of the Organisation is appointed under Part XI of the Companies (Western Australia) Code, or if without the written consent of Homeswest the Organisation enters into a compromise or arrangement with its creditors, including an arrangement for reconstruction or amalgamation;
- (c) the Organisation stops payment of any of its debts or ceases or threatens to cease to be registered or incorporated in Western Australia or ceases or threatens to cease to conduct and operate the Units;
- (d) the Organisation without the prior written consent of Homeswest makes or attempts to make any alteration in the provisions of its Memorandum or Articles of Association or its Constitution which in the opinion of Homeswest might detrimentally affects the Project or the interest of Homeswest under this Agreement;

THEN and in any of the said cases and immediately thereupon or at any time thereafter Homeswest may by notice in writing to the Organisation terminate this Agreement and the provisions of clause 3 shall apply.

INSURANCE, INDEMNIFICATION, COMPENSATION

20. (a) EXCEPT to the extent that Homeswest shall be fully and properly indemnified, compensated and reimbursed out of the proceeds of insurance effected pursuant to this Agreement, the Organisation shall indemnify Homeswest from and against

all actions, suits, claims, demands, proceedings, judgements, damages, costs, charges, expenses and losses of any nature whatsoever which Homeswest may suffer or incur in connection with the loss of life of and/or personal injury to any person and/or damage to any property (wheresoever occurring) arising from or out of the use of the Units, the Property, or any part thereof pursuant to the terms hereof or the exercise of any rights granted hereunder or occasioned wholly or in part by any act, neglect, default or omission by the Organisation or by the servants, agents, contractors or lawful visitors of the Organisation.

- (b) If any loss, injury or damage should be suffered or sustained by any tenant or tenants of the Units whose names were selected from the waiting list of Homeswest in consequence of a breach or default by the Organisation under this Agreement and the Organisation has failed, neglected or refused to reimburse or compensate the said tenant or tenants either adequately or at all for or in respect of the loss, injury or damage so suffered or sustained THEN upon the written request of the said tenant or tenants Homeswest shall be entitled as agent or attorney for and on behalf of the said tenant or tenants to claim and recover from the Organisation by court proceedings or otherwise the amount properly payable to such tenant or tenants by way of reimbursement, compensation or damages for or in respect of the loss, injury or damage so suffered or sustained.
- (c) Homeswest to do or permit to be done any act, matter or thing upon the Property or the Units or bring or keep anything therein or thereon whereby any policy of insurance taken out with respect to the Property or the Units against damage by fire and other risks insured against may be rendered void or voidable or whereby the rate of premium on such insurance shall be liable to be increased and shall pay all additional premiums of insurance on the Property and the Units (if any) required on account of the additional risk caused by the use to which the Property and the Units are put by the Organisation as aforesaid PROVIDED THAT if the Organisation shall do or permit to be done any act, matter or thing which has the effect of voiding any policy of insurance taken out by the Organisation or by Homeswest, then (in addition to all other rights of Homeswest thereby arising) the Organisation shall be responsible for and shall pay and discharge on demand any damage or loss for which Homeswest may suffer or incur as a result thereof.

FORCE MAJEURE

- 21. (a) A Party shall not be liable to any other Party for any failure in the fulfilment of any of its obligations hereunder to the extent that such failure is due to any delay, interruption, loss or damage occasioned by Force Majeure.

- (b) For the purposes of the Agreement, "Force Majeure" means an act of God, strike, lockout, act of the public enemy, war declared or undeclared, blockage, revolution, riot, insurrection, civil commotion, lightning, fire, storm, flood, earthquake, inclement weather, explosion, breakage or accident to machinery or lines of pipe, governmental restraint, embargoes, inability to obtain or delay in obtaining equipment or transport, governmental approvals, permits, licences or allocations and other cause, whether of the kind herein enumerated or otherwise, which is not reasonably within the control of a Party PROVIDED that lack of funds shall not be interpreted as a cause not reasonably within the control of a Party FURTHER PROVIDED that inability to use available funds, due to any reason set out above, shall not be interpreted as a cause reasonably within the control of a Party.
- (c) A Party claiming the benefit or protection of Force Majeure shall promptly give notice thereof to the other Party. Performance of any obligation affected by Force Majeure shall be resumed as soon as possible after the termination or abatement thereof.
- (d) Notwithstanding anything herein to the contrary expressed or implied, the settlement of strikes, lockouts and other industrial disturbances shall be entirely within the discretion of the Party involved therein and such Party may make settlement thereof at such time and on such terms and conditions as it may deem to be advisable.

RIGHTS AND OBLIGATIONS – SEVERAL, PARTITION

- 22. (a) The rights and obligations of the Parties hereto shall be several and not joint or collective and each Party shall be responsible only for its obligations hereunder to the intent that the Parties' ownership of their respective interests shall be as tenants in common.
- (b) No Party shall seek or be entitled or partition of Joint Property acquired by the Parties under this Agreement for the purpose of the Project, or any part thereof, whether by way of physical partition, sale or otherwise, EXCEPT pursuant to clause 3 hereof.

SECURITY

- 23. Homeswest shall be entitled to lodge upon the title to the Land or to that part thereof as shall relate to the estate or interest of the Organisation therein an absolute and/or a subject to claim Caveat to protect its rights under this Agreement.

SUBDIVISION

24. Where the Land the subject of this Agreement is not a lot within the meaning of that term contained in Section 2(1) of the Town Planning and Development Act 1928 and at the date of this Agreement the approval of the State Planning Commission to the subdivision of the Land has not been obtained as required by Section 20(1) of that Act this Agreement is expressed to be entered into SUBJECT to the approval of the State Planning Commission to the subdivision of the Land being obtained within a period of () months after the date of this Agreement or within such further period as the parties hereto may subsequently agree in writing.

INTERPRETATION

25. Headings have been inserted for guidance only and shall be deemed not to form part of the context.
- The Schedule forms part of this Agreement.

THE SCHEDULE

- Item 1. Name of The Organisation**
SHIRE OF NAREMBEEN
1 LONGHURST STREET NAREMBEEN 6369
- Item 2. Description of The Land**
PART LOT 101 CURRALL/DOREEN STREETS ON CERTIFICATE OF TITLE
VOLUME 1536 FOLIO 029 AS SHOWN ON THE SITE PLAN AND MARKED AS
APPENDIX "A"
- Item 3. Homeswest's capital contribution** **\$308,393**
ESTIMATED TENDER PRICE \$305,088
LESS ORGANISATION'S CONTRIBUTION \$ 15,000
\$290,088
6% ARCHITECTURAL FEE \$ 18,305
- Item 4. Homeswest's percentage interest in the Project**
90.33%
- Item 5. Organisation's capital contribution** **\$ 33,000**
VALUE OF THE LAND \$3,000
CASH CONTRIBUTION \$15,000
SITE WORKS \$ 5,000
LANDSCAPING \$10,000
- Item 6. Organisation's percentage interest in the Project**
9.67%
- Item 7. Description of Ancillary Services**
NIL
- Item 8. Membership of the Management Committee of the Units**
- Item 9. Address of Homeswest Branch Office**
BATES STREET, MERREDIN, 6415
- Item 10. Membership of the Joint Allocation Panel**
ACCOMMODATION MANAGER, HOMESWEST
- Item 11. Description of and charges for Additional Services**
NIL

21

THE SCHEDULE

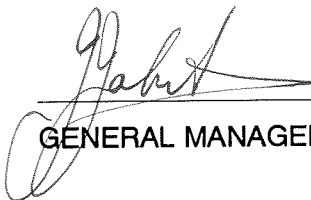
- Item 1. Name of The Organisation**
SHIRE OF NAREMBEEN
1 LONGHURST STREET NAREMBEEN 6369
- Item 2. Description of The Land**
PART LOT 101 CURRALL/DOREEN STREETS ON CERTIFICATE OF
TITLE VOLUME 1536 FOLIO 029 AS SHOWN ON THE SITE PLAN
AND MARKED AS APPENDIX "A"
- Item 3. Homeswest's capital contribution** **\$303,863**
- | | |
|-----------------------------|-----------|
| ACCEPTED CONTRACT PRICE | \$287,139 |
| LESS ADJUSTMENT TO CONTRACT | \$ 13,132 |
| ARCHITECTURAL FEES | \$ 5,580 |
| CONSULTANT FEES | \$ 4,051 |
| LANDSCAPING FEES | \$ 10,400 |
| ADMINISTRATION CHARGES | \$ 17,228 |
| HEADWORKS | \$ 7,597 |
| LESS CASH CONTRIBUTION | \$ 15,000 |
- Item 4. Homeswest's percentage interest in the Project**
94.1 %
- Item 5. Organisation's capital contribution** **\$ 19,000**
- | | |
|-------------------|----------|
| VALUE OF THE LAND | \$ 4,000 |
| CASH CONTRIBUTION | \$15,000 |
- Item 6. Organisation's percentage interest in the Project**
5.9 %
- Item 7. Description of Ancillary Services**
NIL
- Item 8. Name of Homeswest Branch Office**
BATES STREET, MERREDIN 6415
- Item 9. Membership of the Joint Allocation Panel**
ACCOMMODATION MANAGER, HOMESWEST
- Item 10. Description of and charges for Additional Services**
NIL

IN WITNESS whereof the parties hereto have executed this Agreement as a Deed the day and year first hereinbefore written.

THE COMMON SEAL of THE)
 STATE HOUSING COMMISSION)
 was hereunto affixed in)
 the presence of:)




 OFFICER IN CHARGE
 SECURITY & MORTGAGE
 SETTLEMENT SERVICES


 GENERAL MANAGER

THE COMMON SEAL of)
 THE SHIRE OF NAREMBEEN)
 was hereunto affixed)
 in the presence of:)
)
)
)


 PRESIDENT




 SHIRE CLERK

APPENDIX "C"

These additional comments are relevant to and referred to in Clause 8(a) and explain in further detail what is required of the Organisation in relation to the clearing, preparing and servicing of the land.

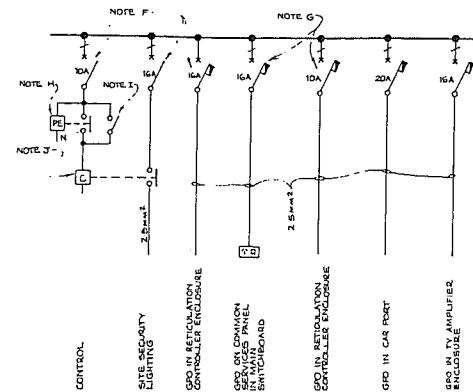
- | | | |
|--------------------------|---|---|
| PROPERLY CLEARED | – | This includes the demolition of any unwanted old buildings, old footings and foundations, clearing all debris and all unwanted vegetation. |
| PROPERLY PREPARED | – | This includes the removal of unsuitable soils, like clay or peat and filling with suitable fill material, and any rock encountered in the building works. |
| ADEQUATE SERVICES | – | <p>This includes the following:–</p> <ul style="list-style-type: none"> . Electrical incoming cables, sub-stations and contributions. . Water incoming mains and contributions. . Off-site stormwater disposal to connect to Local Authority drains, or special disposal methods. . Sub-soil drainage. . Main site sewer, pipe connecting to Minister's sewer, or extension of Minister's sewer to site and contributions. |

SIDE LIGHTING LEGEND

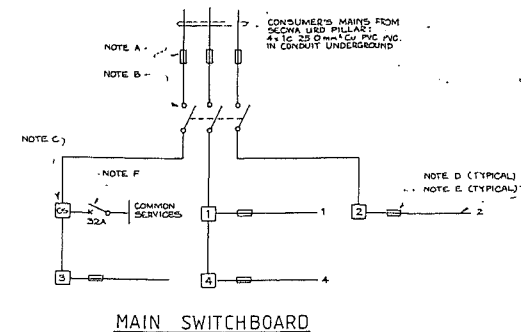
[illegible]

NOTES RE SITE PLAN

- 1 THOSE CHAIN LINKS DENOTE SUBMANS COMMUNICATING ROUTES. SUBMANS TO LONGER
2 BE PLACED IN SEPARATE CATEGORIES. BRANCHING FROM MAIN ROUTES AS SHOWN
3 BY ARROWS. BRANCHING TO MAIN ROUTES AS SHOWN BY DASHES. BRANCHING UP
4 THROUGH ROUTES INTO WALL CAVITIES (SHORT LENGTHS OF EXPOSED COMBATS WILL
5 NOT BE TOLERATED)
- 6 TIME FOR UNDERGROUND SUBMANS SHALL BE INSTALLED WITH MOST CONSIDERED
7 ADVANTAGE BY ELECTRICIAN. CONDUITS, WHEN SHALL BE LOCATED
8 LONGEST COMMON AREAS, USE RUBBER STOP ENDING. RUBBER STOPPING
9 MAKE PITS ARE NECESSARY AND PITS ARE LOCATED SAME TO THE APPROVAL OF THE
10 ELECTRICAL CONTRACTOR. CONDUITS SHALL BE PLACED IN UNDERGROUND AREAS
11 PITS TO PREVENT ENTRY OF DEBRIS INTO PITS
- 12 THIN CHAIN LINKS DENOTE ROUTES TO UNDERGROUND CARDS/CONDUITS FOR SITE
13 SPECIFIC LIGHTING (COMMON SERVICES), BRANCHING OFF FROM LIGHT FITTINGS AS
14 SHOWN
- 15 INSTALL PLUGS ON ALL WIRELESS DOABLE OR ON CANNOT HAVE SHOWN. CONNECTED
16 TO COMMON SERVICE CHAIN FROM MAIN DISTRIBUTION
- 17 UNDERGROUND LIGHTING AS SHOWED CENTRALLY IN EACH SECTION OF CANYON ON
18 CEILING AND CONNECT TO SITE SPECIFIC LIGHTING (COMMON SERVICES)
- 19 SUPPLY AND INSTALL 400 X 100 X 150 DEEP WEATHERPROOF PLUGS MOUNTED
20 ALONGSIDE EXCLUSIVE WITH LOCABLE 200 LBS. TO HOMEOWNERS REQUIREMENTS.
21 PLUGS FOR CONTROLLERS TO BE LOCATED AT 1000 ABOVE ON FORM PLATE
22 PLUGS ARE IN COLOR TO BE CHANGING FROM WHITE TO BROWN. INSTALL
23 PLUGS ON ALL SENSITIVE AUTOMATIC OR ON EXCLUSIVE (MAIN TOP LEFT) ON COMMON
24 SERVICE CHAIN FROM MAIN DISTRIBUTION
- 25 WALL PITS: PITS FROM TELEPHONE, OUTLET IN WALL REFER TO NOTES 1A AND 1B IN
26 WALLS OR TELEPHONE SERVICES

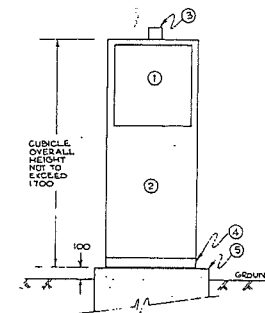


COMMON SERVICES ON MAIN SWITCH BOARD



NOTES RE SWITCHBOARD DIAGRAMS

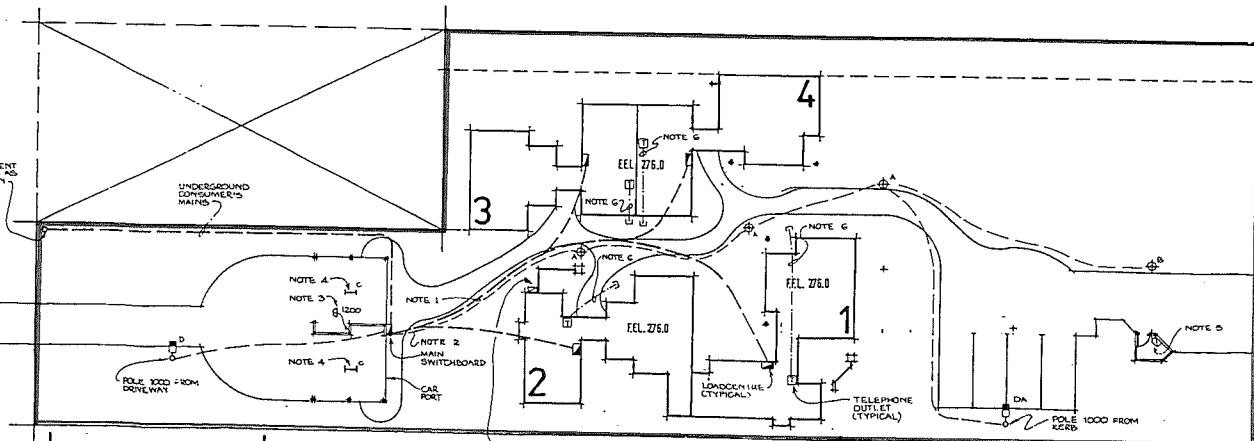
- A. JUNCTION SERVICE FEEDS TO SECONDARY DISTRIBUTION PHASES 3 # 10 SPARE CARTRIDGES IN CLIPS INTERNALLY ON CABLEDOME DOWNS, PHASES NOT BEING VISIBLE EXTERNALLY
- B. MAIN SWITCH TO ISOLATOR WITH RISA RATING (FOR GREATER)
- C. PHASES SHOWN: SINGLE PHASE FOR PULSAR MASTER WATER PUMP (P) DENOTES SOCKET FOR COMMON PHASES METER)
- D. 63A HRC FUSE FITTING WITH 50A CARTRIDGES PROVIDED 3 # 10 SPARE CARTRIDGES AS DETAIL IN NOTE A
- E. SURNAME CABLES TO UNITS SHALL BE 16MM², CABLE TYPE BEING AS PER SPECIFICATION
- F. DEVICES AGE, CURRENT RATING AS SHOWN
- G. DEVICES COMBINED REARWARD DOWN TRIP, 25 MILLISECOND CURRENT RATING AS SHOWN
- H. PHOTO ELECTRIC CELL ON TOP OF MAIN SWITCHBOARD AS DETAIL IN MAIN SPECIFICATION LAYOUT NOTES
- I. 16A/25A SWITCH IN SWITCHBOARD
- J. LUTATION AS PER SPECIFICATION



MAIN SWITCHBOARD
LAYOUT 1:20

NOTES RE TELEPHONE SERVICES

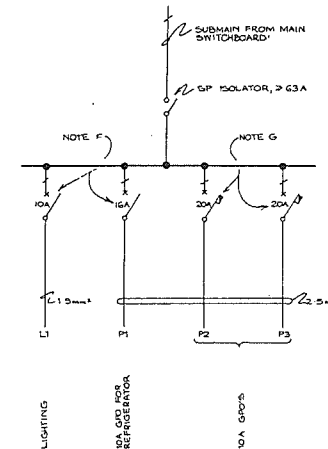
- TELECOM WILL SUPPLY AND INSTALL ALL EXTERNAL PIPES AND FITS ALLOWING FOR ALL REQUIRED TRENCHING. ENSURE THAT TRENCHES ARE OF REQUIRED WIDTH/DEPTH TO CONFORM WITH AUSTEL REGULATIONS. TELECOM WILL GENERALLY USE COMMON TRENCHING ELECTRICAL SERVICES FOR THE PIPES. ALLOW FOR ALL EXISTING TRENCHING AS REQUIRED I.E. FROM CURB/STREET JUNCTURE FROM EXISTING TELECOM PIT LOCATION TO UNITS AND THE LINES.
- COORDINATE ALL WORK WITH TELECOM AT THE COMMENCEMENT OF WORK ON SITE
- TELECOM WILL ADVISE OF TEN WORKING DAYS NOTICE OF WHEN TRENCHES WILL BE AVAILABLE. CASUALTY TRAFFIC AFTER TELECOM INSTALLED PIPES
- DITCHES 200mm WIDE MINUTE PIPES (I.E. AS 2053) WITH DRAIN HOLE FROM TELEPHONE OUTLET INTO DRAIN. EXTENDING INTO LANDSCAPE/AREA AS SHOWN. PIPES SHALL BE COMPATIBLE WITH PIPES INSTALLED BY TELECOM TO ENSURE MAINTAINING COUPLING TRENCHES IS INSTALLED FROM LANDSCAPING TO OUTLETS AND NOT MERELY FROM EXTERNAL WALL CAVITIES.
- CONFORM ALL DETAILS WITH TELECOM PRIOR TO INSTALLING ANY PIPE/EXCAVATING TRENCHES



NOTE : SEPARATE PRICE SHALL BE SUBMITTED WITH TENDER FOR POWER AND LIGHTING TO CARPORTS

TY SYSTEM AMPLIFIER ENCLOSURE (WEATHERPROOF) AS PER SPECIFICATION (CLAUSE R) WITH GPO WITHIN ON COMMON SERVICES CIRCUIT POWDER COAT EXTERNAL VISIBLE SURFACES IN COLOUR IT IS REQUESTED FROM SUPERINTENDENT, BOTTOM OF ENCLOSURE SHALL BE AT GOO ABOVE FINISHED GL.

SITE PLAN 1 : 200



LOADCENTRE-TYPICAL

NOTES RE MAIN SWITCHBOARD LAYOUT

- ① PANEL FOR SINGLE PHASE PULSAR MASTER METER SOCIETIES
- ② REMAINDER OF SPACE TO BE USED TO ACCOMMODATE MAIN SERVICE FUSEL, SUMMERS PROTECTION AND COMMERCIAL SERVICES
- ③ CUMULOR HOI TUBES FOR CONCEALMENT OF SITE LOCAL ELECTRICAL CABLE CUMULOR HOI TUBES SHALL BE LOCATED 15 CM ABOVE POSITIVE TERMINALS HEIGHT OF CUMULOR HOI TUBES MORE THAN PHOTO ELECTRIC CABLE CUMULOR HOI TUBES SHALL EXCEED CABLE DIMENSIONS BY AT LEAST 10 CM BOTTOM OF CUMULOR HOI TUBES SHALL HAVE JOINTS DASHED WORKS AT APPROXIMATELY 30 CM CENTRES HOLES IN WORKING AND FACING SHALL BE SEALED WATERPROOF W/ GASKETS IN ADDITION TO USUAL APPLICATION OF SUGGESTED CABINET
- ④ 15 MM HIGH HOT DIP GALVANIZED STRUCTURAL BASE
- ⑤ CONCRETE PLUMB, TOP 100 MM ABOVE FINISHED GROUND

CONSTRUCTION DETAILS AS PER SPECIFICATION FOR MULTIPLE MASTER METERING MAIN SWITCHBOARD SWITCHBOARD TO BE WEATHERPROOF. FIT FIRE GASKETS (FIRE TINGS) BETWEEN BOTTOM OF ALUMINIUM CURSULE AND HOT DIP GALVANIZED BASE AND DOW CURSULE TO BASE USING STAINLESS STEEL BOLTS. ALUMINIUM AND BASE SHALL NOT CONTACT WITH THE EXCEPTION OF THRU STAINLESS STEEL BOLTS. EXTERNALLY, CURSULE SHALL BE POWDER COATED IN COLOUR TO BE REQUESTED FROM SUPPLIER/ENGINEER

CURBALL STREET

HOMESWEST
MICHAEL NOLAN ARCHITEC
FOUR 2 BEDROOM
SINGLES UNITS
LOT 101 CURRALL STRE
NARAMBEEN

ELECTRICAL SERVICES
SITE PLAN AND DIAGRA

WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1893 AS AMENDED.

STAMPED

SIGNED

CAV T

DESCRIPTION OF LAND (Note 1)

EXTENT VOLUME FOLIO

**Lots 101 and 102 on Diagram 9413
as to 9033 undivided ten thousandth
shares in the said land**

Whole 1536 029

CAVEATOR (Note 2)

The State Housing Commission

ADDRESS FOR SERVICE OF NOTICE ON CAVEATOR (Note 3)

of 99 Plain Street, East Perth

REGISTERED PROPRIETOR (Note 4)

Shire of Narembeen, 1 Longhurst Street, Narembeen

ESTATE OR INTEREST BEING CLAIMED (Note 5)

As beneficial owner

The CAVEATOR claims an estate or interest as specified here in the estate or interest of the above named REGISTERED PROPRIETOR in the land above described BY VIRTUE OF Note 6

A Joint Venture Agreement between the Caveator and the Registered Proprietor dated the 6th day of May 1994.

By the registration of this Caveator's claim, the Caveator claims the estate or interest in the land above described BY VIRTUE OF Note 6

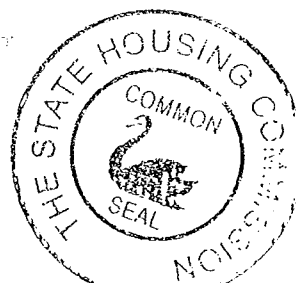
Absolutely

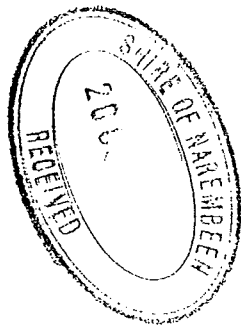
SIGNED

CAVEATOR OR HIS AGENT (Note 1) (Note 2)

Signed

**THE COMMON SEAL OF
THE STATE HOUSING COMMISSION**
was hereunto affixed in the presence of
.....
MANAGER EXECUTIVE DIRECTOR
SECURITIES, CONVEYANCING
AND SETTLEMENT SERVICES





**MUNICIPAL
INSURANCE
BROKING
SERVICES OF W.A.**

Consultants and Managers
to Local Government

Local Government House
15 Altona Street,
West Perth, WA 6005
PO Box 1003
West Perth, WA 6872
Facsimile (09) 481 5640
Telephone (09) 481 5633

The Shire Clerk
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

Attention: Mr I Ball

October 14, 1994

Dear Ian

RE: CURRALL STREET PROPERTY

I noted receipt of your communication of September 19, 1994 and confirm that I have informed your Insurers of the additional property. I attach hereto, an updated Property Register which has the new property listed as item number 13, under section (C) Dwellings.

I also attach hereto, a Certificate of Currency confirming that your Policy is in force for property damage from June 30, 1994 to June 30, 1995.

Should you require any further assistance please do not hesitate to contact this office.

Yours sincerely

TIM STEVENS
Senior Account Manager

CAWINWORD\LETTERS\TIM137.DOC



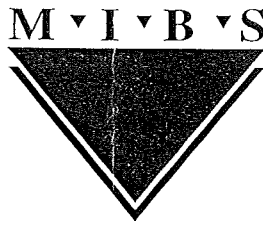
A division of
Jardine Australian Insurance Brokers
Pty Limited

A.C.N. 009 098 864

In joint venture with



WESTERN
AUSTRALIAN
MUNICIPAL
ASSOCIATION



**MUNICIPAL
INSURANCE
BROKING
SERVICES OF W.A.**

17th October, 1994

Consultants and Managers
to Local Government
Local Government House
15 Altona Street,
West Perth, WA 6005
PO Box 1003
West Perth, WA 6872
Facsimile (09) 481 5640
Telephone (09) 481 5633

The Shire Clerk
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

Certificate of Currency

Jardine Ref: 000138

This is to certify that the following policy reference is current, as at the date stated above.

This Certificate provides a summary of the policy cover and is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document.

<u>Insurance Class</u>	Local Government Special Risks
<u>Insured Name</u>	The Shire of Narembeen
<u>Policy Expiry Date</u>	30th June, 1995
<u>Situation</u>	33 Currall Street, Narembeen
<u>Interest</u>	Homeswest
<u>Sum Insured</u>	\$340,000.00
<u>Deductible</u>	\$300.00
<u>Insurer</u>	State Government Insurance Office
<u>Policy Number</u>	LA1-0011

This Certificate is issued as a matter of information only and confers no rights upon the Certificate holder.

Signed T.N. Andrews



A division of
Jardine Australian Insurance Brokers
Pty Limited
A.C.N. 009 098 864

In joint venture with



WESTERN
AUSTRALIAN
MUNICIPAL
ASSOCIATION

FIRST SCHEDULE (continued)

REGISTERED PROPRIETOR

[illegible]**SECOND SCHEDULE (continued)**

NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

[illegible]

CERTIFICATE OF TITLE VOL. 1536 029

SEARCH REQUEST.

PLEASE RETURN FORM TO SECURITIES.

Instructions

1. Please ensure all details are complete.
2. Please provide as much information as possible to avoid delays.
3. Please specify which items you require.
4. Thank you for your co-operation.

Property:- Lot No PART 101 Location No

Street Name CURRAH / DOREEN STS (Nearest Crossroad).....

District NARMBEEN

Please Tick Required Items



SEARCH COST

Certificate of Title : Volume <u>1536</u> Folio <u>029</u>	✓	
Lease NoYear.....		
Nominal (Name:-)		
Plan/Diag/Strata No		
Transfers		
Mortgages		
Caveats		
Others		
Total		

ACTION BY

ACTION TAKEN (All details are to be completed)

<p>1. Officer Requesting Search</p>	<p>a) Search Required for above</p> <p>.....</p> <p>b) Additional Information Attached</p> <p style="text-align: center;"><u>1/5142172/2040</u></p> <p>Account No.....File No. <u>90516/93</u></p> <p>Sign <u>Refiler</u> Section <u>CHS</u></p> <p>Name (Please Print) JOINT VENTURE HOUSING OFFICER</p> <p>Telephone Ext <u>740</u> Date <u>15-9-93</u></p>
-------------------------------------	--

<p>2. Search Officer</p>	<p>Title Search As Above <u>Fernandez</u></p> <p>Comments <u>Searches & Settlement</u></p> <p>Search Officer.....Date <u>120 SEP 1993</u></p>
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ORIGINAL - NOT TO BE REMOVED FROM OFFICE OF

CT 1536 0029 F

Application B736773

WESTERN

AUSTRALIA

Volume 1093 Folio 36



VOL. FOL.

1536 029

CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 26th June, 1979


 REGISTRAR OF TITLES


ESTATE AND LAND REFERRED TO

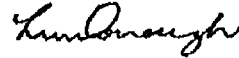
Estate in fee simple in portion of Avon Location 21205 and being part of each of Lots 101 and 102 on Diagram 9413, delineated and coloured green on the map in the Third Schedule hereto, limited however to the natural surface and therefrom to a depth of 60.96 metres.

FIRST SCHEDULE (continued overleaf)

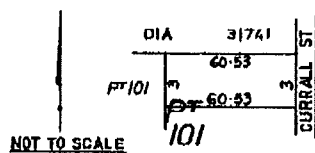
~~The Roman Catholic Archbishop of Perth of Vintoria Square, Perth.~~

SECOND SCHEDULE (continued overleaf)

1. TRANSFER B736771. The right to enter upon the portion of the within land coloured blue on the map in the margin for the purpose of exercising certain sewerage rights as set out in the said Transfer is granted to the proprietor or proprietors for the time being of part of Lot 101 comprised in Vol. 1539 Fol. 115. Registered 26.6.79 at 11.03 o'clock.

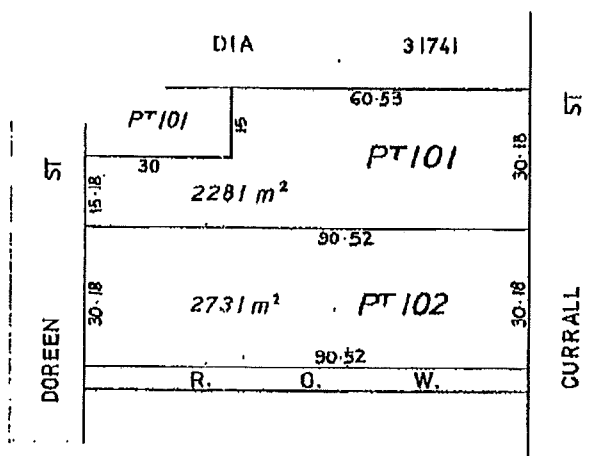

 REGISTRAR OF TITLES

THIRD SCHEDULE



NOT TO SCALE

SCALE 1:1250
 TOTAL AREA 5012 m²



NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

72009/12/77-46N 8/2880

PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

Page 1 (of 2 pages) 1536 VOL. FOL. 029



ORIGINAL - NOT TO BE REMOVED FROM OFFICE OF

CT 1536 0029 F



Application B736773

WESTERN

AUSTRALIA

Volume 1093 Folio 36

VOL.

FOL.

1536

029

CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

Dated 26th June, 1979


 REGISTRAR OF TITLES


ESTATE AND LAND REFERRED TO


Estate in fee simple in portion of Avon Location 21205 and being part of each of Lots 101 and 102 on Diagram 9413, delineated and coloured green on the map in the Third Schedule hereto, limited however to the natural surface and therefrom to a depth of 60.96 metres.

FIRST SCHEDULE (continued overleaf)

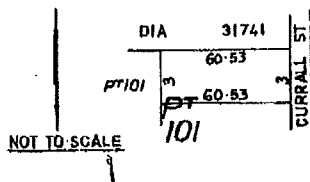
~~The Roman Catholic Archbishop of Perth of Victoria Square, Perth.~~

SECOND SCHEDULE (continued overleaf)

1. TRANSFER B736771. The right to enter upon the portion of the within land coloured blue on the map in the margin for the purpose of exercising certain sewerage rights as set out in the said Transfer is granted to the proprietor or proprietors for the time being of part of Lot 101 comprised in Vol. 1539 Fol. 115. Registered 26.6.79 at 11.03 o'clock.

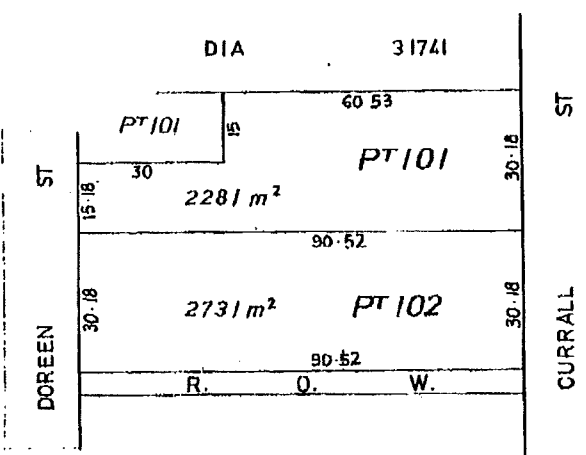

 REGISTRAR OF TITLES

THIRD SCHEDULE



NOT TO SCALE

SCALE 1:1250
 GP TOTAL AREA 5012m²



PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.

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FIRST SCHEDULE (continued)

REGISTERED PROPRIETOR

[illegible]**SECOND SCHEDULE (continued)**

NOTE: RULING THROUGH AND SEALING WITH THE OFFICE SEAL INDICATES THAT AN ENTRY NO LONGER HAS EFFECT. ENTRIES NOT RULED THROUGH MAY BE AFFECTED BY SUBSEQUENT ENCLOSEMENTS.

[illegible]

CERTIFICATE OF TITLE VOL. 1536 029

5208/24

J045045

HOUSING JOINT VENTURE AGREEMENT

Dated

THE STATE HOUSING COMMISSION

("Homeswest")

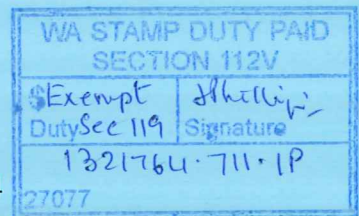
and

THE SHIRE OF NAREMBEEN

("the Organisation")

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THIS JOINT VENTURE AGREEMENT dated 10th September 2004

BETWEEN THE STATE HOUSING COMMISSION, a body corporate constituted under the Housing Act 1980, of 99 Plain Street, East Perth in the State of Western Australia ("**Homeswest**")

AND THE SHIRE OF NAREMBEEN of 1 Longhurst Street, Narembeen in the said State of Western Australia ("**the Organisation**")

RECITALS

- A. The Organisation is the registered proprietor of the Land.
- B. Homeswest is empowered pursuant to the Act to provide residential rental accommodation for Eligible Persons.
- C. The Parties have agreed to form the Joint Venture to carry out the Project on the terms and conditions contained in this Agreement.

IT IS AGREED

1. INTERPRETATION

1.1 In this Agreement:

"**Act**" means the Housing Act 1980.

"**Agreement**" means this agreement including the schedules as amended from time to time.

"**Common Areas**" means any areas on the land that are not designated for exclusive use by a specific tenant, including parking areas, common lighting, common garden areas and communal laundry facilities.

"**Construction Cost**" means the cost of construction or modification or renovation of the Units as set out in Item 2 of the Schedule.

"**Eligible Persons**" means persons who meet the prevailing Homeswest eligibility criteria for public rental housing.

"**Financial or Administrative Mismanagement**" means gross financial or administrative mismanagement by the Organisation of the Organisation's obligations under this Agreement as reasonably determined by Homeswest.

"**Financial Year**" means any period of 12 months ending on 30 June during the Term.

"Force Majeure" means an act of God, strike, lockout, insurrection, civil commotion, lightning, fire, storm, flood, earthquake, inclement weather, explosion, breakage or accident to machinery or lines of pipe, governmental restraint, embargoes, inability to obtain or delay in obtaining equipment or transport, governmental approvals, permits, licences or allocations and other cause, whether of the kind enumerated in this definition or otherwise, which is not reasonably within the control of a Party.

"Guidelines" means the Program guidelines issued by Homeswest, including all amendments and additions thereto from time to time, annexed to this Agreement and marked "A".

"Joint Venture" means the joint venture between the parties established pursuant to this Agreement, to carry out the Project.

"Joint Venture Property" means the Land, the Units and any other buildings on the Land.

"Land" means that portion only of the land described in Item 1 of the Schedule (together with all buildings and fixtures thereon) that is delineated on the Site Plan which forms Annexure D to this Agreement.

"Land Costs" means the Land Value plus any costs incurred to prepare the Land for construction or modification of the Units, including but not limited to land clearance, demolition of any existing buildings on the Land, land fill and compacting costs, surveying and lot amalgamation or sub-division costs, land servicing costs and the cost of Engineer's Certificates. These costs are listed in Item 2 of the Schedule.

"Land Value" means the value of the Land as provided by a Valuer and agreed between the Parties before construction or purchase begins under the Project.

"Market Rent" is the median rent charged by the private sector in a particular area which takes into account type of dwelling, property age, number of bedrooms and amenity level. As a guide Homeswest produces tables of market rent levels which are regularly updated.

"Parties" means the parties who are for the time being parties subject to this Agreement and **"Party"** shall have a corresponding meaning.

"Project" means the project to provide residential rental accommodation for Eligible Persons to be managed and maintained by the Organisation.

"Property Condition Report" is an inventory report used to describe the condition of a property and to assess it prior to a tenant taking occupation and after a tenant vacates.

"Service Fees " are fees for additional tenancy management services which are made available by the Organisation to tenants on a user pay basis. Examples include laundry, linen change, meals and house cleaning services, or furniture or TV/video hire, where these services are contracted or provided directly by the Organisation. These fees must

be optional and not included as part of the rent. The level of the fee should not exceed the cost of providing the service.

"Target Group" means any specific categories of Eligible Persons that the Units are to be let to by the Organisation, as identified in Item 1 of the Schedule to this Agreement.

"Tenancy Agreement" means any agreement, express or implied, between the Organisation as landlord and a person or persons which grants that person or persons a right to occupy any Unit, or part thereof, whether exclusively or otherwise, for the purpose of residence.

"Tenant(s)" means a person or persons who occupy the Units under a Tenancy Agreement, who must be Eligible Persons when they are first allocated a Unit.

"Term" means the term of this Agreement being 25 years commencing on the Commencement Date.

"Total Project Cost" means the sum of the Land Costs and the Construction Costs, and is listed in Item 2 of the Schedule.

"Units" means the buildings which are to be purchased, constructed or modified on the Land pursuant to this Agreement to provide residential rental accommodation.

"Valuer" means a person who:

- (a) is licensed under the Land Valuers Licensing Act 1978;
- (b) is a full member of not less than 5 years standing of the Australian Institute of Valuers and Land Economists Inc; and
- (c) has been actively engaged in Western Australia for not less than 5 years in undertaking land valuations.

1.2 Interpretation

In this Agreement headings are for convenience only and do not affect interpretation, and unless the context indicates a contrary intention:

- a) a reference to any Party includes that Party's executors, administrators, successors, substitutes and assigns, including any person taking by way of novation;
- b) a reference to this Agreement or to any other deed, agreement or document includes, respectively, this Agreement or that other deed, agreement or document as amended, notated, supplemented, varied or replaced from time to time;
- c) references to currency are references to Australian currency ;

- d) reference to any legislation or to any section or provision thereof includes any statutory modification or re-enactment or any statutory provision substituted for it, and ordinances, by-laws, regulations, and other statutory instruments issued thereunder;
- e) where the day on which or by which any act, matter or thing is to be done under this Agreement is not a business day, that act, matter or thing will be done on the immediately following business day.

2. JOINT VENTURE

- 2.1 The parties hereby associate themselves in a Joint Venture for the purposes of the Project.
- 2.2 The Joint Venture shall commence on the Commencement Date and shall continue for the Term unless extended pursuant to clause 7.1 (b) of this Agreement where it shall then continue for the extended term.
- 2.3 Each party covenants and agrees with the other Party to be just and faithful in all its activities and dealings with the other Party and otherwise perform its obligations implied as well as expressed under the terms of this Agreement.
- 2.4 Nothing in this Agreement shall be construed so as to make a Party a partner, agent or representative of the other Party or to create any partnership, association or agency for any purpose.
- 2.5 The rights and obligations of the Parties shall be neither joint nor joint and several.
- 2.6 This Agreement shall be interpreted, applied and will take effect as a contract made in Western Australia and is governed and shall be performed according to the laws of Western Australia.
- 2.7 The Parties shall at all times observe, conform and comply with the provisions of all applicable laws, legislation, rules, regulations and by-laws of the Commonwealth of Australia, the State of Western Australia and any local authority, including where applicable, but not limited to, the Equal Opportunity Act 1984, the Housing Act 1980, the Housing Agreement (Commonwealth and State) Act 1990, the Residential Tenancies Act 1987, the Retirement Villages Act 1992 and the provisions of the Code of Practice for Retirement Villages as administered by the Department of Employment and Consumer Protection.
- 2.8 Subject to its provisions, this Agreement will be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns who become Parties under the terms of this Agreement.
- 2.9 The Organisation declares that in entering into this Agreement it has not relied on any promise, representation, undertaking or warranty given by or on behalf of Homeswest.

- 2.10 Homeswest's participation in the Project shall be recognised in all advertising, promotional and publicity materials, and upon any signage on the Units and the Land.

3. DESCRIPTION OF THE PROJECT

- 3.1 The Project is for the construction of Units on the Land, as detailed in the Schedules, to be maintained and managed by the Organisation.

4. DESIGN, CONSTRUCTION, MODIFICATIONS OR PURCHASE

- 4.1 Homeswest shall undertake the construction and/ or modification on the Land of the Units as detailed in the Schedules and as described on the plans and drawings to be approved by the Parties.

- 4.2 Pursuant to Clause 4.1, where architectural services are required then Homeswest shall consult with the Organisation about the development of a Design Brief for the project. Once the Parties agree to the content of the Design Brief :-

- a) Homeswest, at it's expense, shall tender, appoint and supervise an architect who shall prepare the plans and specifications for the Project and prepare the building contract documentation ; **OR**
- b) the Organisation, at it's own expense, shall tender, appoint and supervise an architect, subject to approval on fee price from Homeswest. This architect shall prepare the plans and specifications for the Project and prepare the building contract documentation.

- 4.3 Prior to Homeswest calling tenders and commencing construction or modification of the Units the Organisation shall, at its own expense (unless otherwise agreed by Homeswest):-

- a) ensure that the Land is appropriately zoned for the Project, and
- b) cause the Land to be properly cleared, prepared and adequately serviced for the Project (the satisfaction of which requirements shall be confirmed in writing by an Engineer's Certificate) in accordance with the requirements described in Annexure B.

- 4.4 Homeswest shall, at its own expense, obtain such approvals, consents, permits and licences (other than rezoning) as are required by law for the construction or modification of the Units, together with such renewals and extensions as are necessary from time to time.

- 4.5 Where Homeswest agrees that the Organisation may, at it's expense, act as the project manager for the construction or modification of the Units, then the Organisation shall be

responsible for obtaining such approvals, permits and licenses as are required by law for the construction or modification of the Units, together with such renewals and extensions as are necessary from time to time, and Clause 4.4 shall not apply. The Organisation also agrees to abide by Homeswest's standard terms and conditions for construction contracts.

- 4.6 Where the project includes the purchase of existing Units Homeswest's policies and procedures on purchasing of properties shall apply.
- 4.7 Pursuant to Clause 4.6 either the purchase price OR the valuation of the purchased Units as provided by a Valuer, **whichever is the lesser sum**, shall be deemed to be the Land Value and shall be included as part of the Land Costs in Item 2 of the Schedule. In the event of a disagreement over the valuation the process for determining a valuation described in Clause 7.4 shall apply.

5. FINANCING & PROJECT

- 5.1 Homeswest shall contribute the sum specified in Item 2b) of the Schedule to the Total Project Cost which sum is apportioned between the Land Costs and the Construction Cost so specified in Item 2b) of the Schedule and represents the percentage of the Total Project Cost specified in Item 3b) of the Schedule.
- 5.2 The Organisation shall contribute the sum specified in Item 2a) of the Schedule to the Total Project Cost which sum is apportioned between the Land Costs and the Construction Cost so specified in Item 2a) of the Schedule and represents the percentage of the Total Project Cost specified in Item 3a) of the Schedule.
- 5.3 Any additional costs beyond those specified in Clauses 5.1 to 5.2 shall be negotiated between the parties.
- 5.4 The percentage equitable Interests of the Parties in the Joint Venture shall be those stated in Items 3a) and 3b) of the Schedule.
- 5.5 In the event of any improvements or additions to the Joint Venture Property subsequently agreed to by the Parties Item 2a) or 2b) of the Schedule shall be amended according to which Party meets these costs, and the respective equitable Interests of the Parties stated in Item 3 of the Schedule shall be amended.
- 5.6 Homeswest shall be entitled to lodge an absolute caveat at the Office of Titles against the Certificate of Title to the Land in order to protect the rights and interests of Homeswest under this Agreement and to protect its equitable Interest in the Joint Venture.

6. TRANSFER, ASSIGNMENT OR SALE OF INTERESTS

- 6.1 The Organisation shall not assign, sell, transfer, lease, let, mortgage, charge, unencumber or otherwise surrender or dispose of its estate or Interest in the Land, any other Joint Venture Property or this Agreement (other than the letting of Units to Eligible Tenants) during the term **EXCEPT** to Homeswest or another association or body approved by

Homeswest which is assessed as eligible under the Guidelines to participate in the Project, unless otherwise approved in writing by Homeswest.

- 6.2 The Organisation shall not mortgage, charge, encumber or create any security over its estate or interest in the Land or any other Joint Venture Property without the prior written consent of Homeswest, which consent shall not be unreasonably withheld where the other party or parties to the proposed mortgage, charge, encumbrance or security enter into a Deed of Covenant with Homeswest whereby that party or those parties agree not to exercise any power of sale over the Land or any other Joint Venture Property under the proposed mortgage, charge, encumbrance or security without the prior written consent of Homeswest.

7. EXPIRATION OF THE TERM

- 7.1 At least six months before the expiration of the Term, but not earlier than 18 months before the expiration of the Term, the Parties shall agree to one of the following courses of action:

- a) to enter into a new joint venture agreement between the Parties on new terms and conditions with a view to continuing the Project;
- b) to extend the Term of the existing Agreement for a further period as agreed between the Parties;
- c) to assign or transfer the Organisation's Interest in the Joint Venture Property to another organisation or party which agrees to be bound by all the terms and conditions of this agreement for a new term or is willing to negotiate a new Joint Venture agreement with Homeswest ;
- d) the Organisation to buy out Homeswest's equitable Interest in the Joint Venture at its Current Market Value;
- e) Homeswest to purchase the Organisation's equitable Interests in the Joint Venture Property at its Current Market Value, and thereby transfer proprietorship of the Land to Homeswest ;
- f) to sell the Joint Venture Property at its Current Market Value and divide the proceeds of the sale between the Parties based on each Party's percentage equitable Interest in the Joint Venture as identified in Item 3 of the Schedule.

- 7.2 In the event that the Parties agree to renew or extend the Agreement pursuant to clauses 7.1a) & 7.1b), or agree to transfer the Organisation's Interest pursuant to clause 7.1c), then the equitable Interests in the Joint Venture of each Party shall remain at their relevant equities in accordance with point 3 of Schedule A.

- 7.3 In the event that the Parties agree to pursue the options identified in Clauses 7.1d), 7.1e) or 7.1f), then the percentage equitable Interests in the Joint Venture of each of the Parties shall be as stated in Item 3 of the Schedule.
- 7.4 The Current Market Value of the Land and the other Joint Venture Property shall be determined by a Valuer approved by Homeswest. In the event of a disagreement between the Parties about the valuation, the Current Market Value of the Land and the other Joint Venture Property shall be determined by taking the average of 2 valuations thereof by 2 Valuers, one nominated by Homeswest and the other nominated by the Organisation, and this determination shall be final and binding upon the Parties.

8. RENTAL INCOME, SERVICE FEES AND OPERATIONAL SURPLUSES

- 8.1 The Organisation shall be responsible for collecting in a timely manner all rents and other fees or expenses and collect any outstanding rental arrears or debts from Tenants or former Tenants.
- 8.2 All Rent shall be the property of and be retained by the Organisation, subject to Clause 8.7 and 8.8.
- 8.3 The amount of rent charged by the Organisation shall be set at but not exceed 25% of the tenants weekly income (excluding all available subsidies) OR market rent, whichever is the lesser of these amounts. In addition, the Organisation is able to charge a sum equivalent to the tenants weekly entitlement for Commonwealth Rent Assistance.
- 8.4 The rental income may be used by the Organisation to meet the expenses incurred in the operation, management and maintenance of the Units, including provision for long term maintenance (see Clause 10.4).
- 8.5 Pursuant to Clause 8.3 the Organisation shall undertake periodic rent reviews to ensure that appropriate rent levels are being maintained.
- 8.6 The Organisation shall be entitled to charge additional service fees to Tenants. The amount and purpose of the service fees shall be subject to prior written approval of Homeswest and should not exceed the cost to the Organisation of the provision of these additional services. Any increase in service fee charges shall be subject to prior written approval of Homeswest. All service fee revenues and costs must be identified in the annual Financial Statements of the Organisation.
- 8.7 Any surplus income accumulated by the Organisation from the management and operation of the Units may be used, subject to the approval of Homeswest, as cash contributions towards further low income rental housing projects, improvements or upgrades to existing Joint Venture Units or other purposes agreed in writing by Homeswest.

- 8.8 Where no agreed purpose can be found for the use of surplus income as referred to in Clause 8.7 or the Guidelines, then such surplus is to be divided proportionately between Homeswest and the Organisation based on each Parties percentage equitable Interest in the Joint Venture as identified in Item 3 of the Schedule.

9. TENANCY MANAGEMENT

- 9.1 The Organisation shall maintain a Wait List of Eligible Persons who are seeking rental accommodation and shall let the Units to persons who are part of the Target Groups and who are also Eligible Persons, subject to Clause 9.6. Upon allocation of a Unit to an Eligible Person the Organisation shall forward to Homeswest the name and date of birth of the new tenant so that it can remove the person from Homeswest's Wait Lists.
- 9.2 Homeswest's written approval is required for any proposed changes to the Organisation's Target Groups at any time during the Term.
- 9.3 Where the Target Groups include people with special needs who require essential support services in order to sustain their tenancy, it is the responsibility of the Organisation to ensure that appropriate support services are available.
- 9.4 The Organisation shall provide Tenants with a Tenancy Agreement that complies with the minimum requirements set out in the Residential Tenancies Act. The Term of any Tenancy Agreement may not extend beyond the Term of this Agreement.
- 9.5 The Organisation shall establish a Tenant Allocations Panel in order to select the initial tenants for the Units and to fill vacancies as they arise. Homeswest Regional Managers shall have the right to have one representative on the Tenant Allocations Panel. Homeswest may refer Eligible Persons to the Organisation to be placed on the Wait List of the Organisation.
- 9.6 Once an Eligible Person has been allocated a Unit, the Organisation will guarantee that person security of tenure (subject to the tenant's continued compliance with their Tenancy Agreement) even if their circumstances change such that they would no longer be deemed to be part of the Target Group or if they would no longer meet Homeswest's eligibility criteria for public rental housing.
- 9.7 The Organisation shall ensure at all times that the Units are kept tenanted and occupied to the fullest extent possible by Eligible Persons.
- 9.8 The Organisation shall establish a procedure whereby Tenants' grievances in respect of any matter arising out of their tenancy in the Units can be heard and arbitrated, other than any provisions available to tenants under the Residential Tenancies Act. Written details of this grievances procedure must be provided to all Tenants.

- 9.9 The Organisation shall take all reasonable steps to ensure that Tenants and any other persons that come into the Units or onto the Land with the Organisation's or a Tenant's consent do not interfere with the reasonable peace, comfort or privacy of other Tenants or surrounding neighbours.

10. ASSET MANAGEMENT

- 10.1 The Organisation shall be responsible for all repairs and maintenance necessary to ensure that the Units are maintained in a good state of repair and condition, and that the Units comply with any health, safety or building regulations or by-laws, or any other applicable statutory regulations or by-laws, except where such repairs are assessed by the Builder's Registration Board to be the responsibility of the contracted builder.
- 10.2 The Organisation shall be responsible for the repair or replacement of all essential fixtures and fittings to the Units and the maintenance of fences and gates on the Land.
- 10.3 The Organisation shall ensure that the Units are kept free from pests and vermin (including rats, mice, cockroaches, white ants, termites and Singapore ants) and that termite inspections are carried out at least once every year by a registered pest control agency.
- 10.4 The Organisation shall ensure that an amount per year, to be agreed between the parties, is set aside from the annual rental income for the long term maintenance needs of the Joint Venture Property. This amount shall be identified in the Schedule and shall reviewed every 5 years by Homeswest and the Organisation, or sooner if requested by either Party.
- 10.5 The Organisation shall ensure that the gardens, landscaping and the grounds of the Units and any common areas are maintained to a good standard and are kept neat and tidy.
- 10.6 Any upgrading of the Units and all other improvements on the Land are the responsibility of the Organisation.
- 10.7 Throughout the Term of this Agreement the Organisation as Manager of the Joint Venture Property shall ensure that adequate workers' compensation and common law liability insurance is effected by all contractors engaged on any work in relation to the Joint Venture Property and that such insurance includes a waiver of subrogation against the Parties.
- 10.8 The Organisation shall undertake a minimum of one comprehensive inspection per year of each Unit and shall fill out a Property Condition Report upon the occasion of each inspection.
- 10.9 The Organisation shall ensure that the Units are brought up to a good lettable standard when a Tenant vacates and that an inspection and Property Condition Report is undertaken at that time. The Organisation shall ensure that the new ingoing Tenant is provided with a copy of the Property Condition Report.

- 10.10 The Organisation is responsible for all rates, taxes, charges and other expenses levied or incurred in respect of the Land and the Joint Venture Property.

11. INSURANCE AND INDEMNITIES

- 11.1 The Organisation must effect and maintain, with insurance companies approved by Homeswest, the following insurance coverage :-

- a) Building insurance with respect to the Units and all other improvements on the Land, to their full insurable value, against loss or damage by fire, storm, tempest, earthquake and any other applicable risk as Homeswest may reasonably require.
- b) Public liability insurance with respect to the Units, all other improvements on the Land and the Land, in an amount not less than \$10,000,000 in respect of any one claim or any other reasonable amount as required by Homeswest from time to time. The Interests of Homeswest in the Joint Venture must be noted in such insurance policy.
- c) Employers indemnity insurance (including workers compensation insurance) in respect of all employees of the Organisation employed in any capacity in relation to the Joint Venture.

- 11.2 The Organisation shall provide a copy to Homeswest of all policies of insurance pursuant to clause 11.1, and shall also provide to Homeswest on an annual basis or at any other time requested by Homeswest copies of current renewal certificates of such insurance policies.

- 11.3 The Organisation shall not do or permit to be done any act, matter or thing upon the Land or the Units, or bring or keep anything on the Land or in the Units, where any policy of insurance taken out with respect to the Land or the Units may be rendered void or voidable.

- 11.4 If the Organisation does or permits to be done any act, matter or thing which has the effect of voiding any policy of insurance taken out by the Organisation or by Homeswest then (in addition to all other rights of Homeswest) the Organisation shall be responsible for and shall pay and discharge on demand any damage or loss which Homeswest may suffer or incur as a result of the Organisation's act or omission.

- 11.5 If Homeswest does or permits to be done any act, matter or thing which has the effect of voiding any policy of insurance taken out by the Organisation or by Homeswest then (in addition to all other rights of the Organisation) Homeswest shall be responsible for and shall pay and discharge on demand any damage or loss which the Organisation may suffer or incur as a result of Homeswest's act or omission.

- 11.6 The Organisation shall indemnify and keep indemnified Homeswest against all actions, claims, judgments, damages, costs, charges, expenses and losses of any nature which Homeswest may suffer or incur in connection with loss of life, injury to any person or damage to any property arising out of the use of the Joint Venture Property or any part of the Joint Venture Property pursuant to the terms of this Agreement or occasioned either wholly or in part by any act or omission on the part of the Organisation or its tenants, employees, servants, agents, contractors or lawful visitors, except to the extent caused or contributed to by an act or omission by Homeswest or its employees, servants, agents, contractors or lawful visitors.

12. REPORTING AND ACCOUNTABILITY

- 12.1 The Organisation shall at all times keep and maintain proper and accurate accounting records with respect to the Joint Venture Property throughout the Term showing (without limitation) the sources from which, and purposes for which, moneys relating to the Project have been received, and the manner in which those moneys have been disbursed.
- 12.2 The Organisation shall maintain and keep during the Term a Tenancy Register for the Units. The Register shall record for each paying Tenant for each Unit their date of occupancy, their weekly income, the weekly rent and service fees charged to the Tenant by the Organisation, the Target Group category (where applicable) and the vacate date if the Tenancy finishes.
- 12.3 The Organisation shall maintain and keep a Property Register for the Units. The Property Register shall include for each Unit a record of all maintenance work undertaken, the dates of all property inspections, copies of Property Condition Report and any other information relevant to the care and maintenance of the Units.
- 12.4 The Organisation shall keep all records, accounts, receipts, documents, registers and reports pursuant to Clause 12.1, 12.2 and 12.3 open for inspection or audit at all reasonable times by responsible officers of Homeswest, the Treasury or the Auditor General.
- 12.5 The Organisation shall provide Homeswest with an annual audited financial statement detailing :-
- a) all income and expenditures in relation to the Joint Venture Property;
 - b) profit and loss statements for the Organisation; and
 - c) balance sheet for the Organisation

within 90 days of the end of each Financial Year. In relation to the Income and Expenditure statements for the Joint Venture Property, itemised expenditures should include maintenance, long term maintenance provision, administration and management costs, staff costs, property costs (eg. rates), insurances and other applicable costs. The statements must identify annual and accumulated surpluses or deficits.

- 12.6 Pursuant to Clause 12.5, where the Organisation operates and manages other Joint Venture Units which have been assisted with funds from Homeswest, the Organisation may provide composite audited financial income and expenditure statements for all of these Units so long as these statements comply with the requirements of this Agreement.
- 12.7 The Organisation shall provide Homeswest with a signed statement within 90 days of the end of each Financial Year from persons with authority to sign legal agreements on behalf of the Organisation **certifying that the Organisation has managed the Units under the terms and conditions of this Agreement**. The statement must also detail the occupancy rate for the Units throughout the preceding Financial Year and should identify any terms or conditions of the Agreement that the Organisation has not been able to comply with throughout the preceding Financial Year.
- 12.8 The Organisation shall upon written request from Homeswest provide such further information to Homeswest with respect to the Project as Homeswest may reasonably require from time to time.
- 12.9 The Organisation shall notify Homeswest if it is experiencing at any time any difficulties in meeting any of its obligations and responsibilities under this Agreement.
- 12.10 Homeswest will, from time to time throughout the Term, review the Organisation with respect to its management and maintenance of the Joint Venture Units. The review will include an inspection of the Tenancy and Property Registers kept by the Organisation, a review of the financial management of the Units and negotiation over use of accumulated surplus funds.
- 12.11 Homeswest retains the right to inspect any of the Joint Venture Units subject to sufficient notice by Homeswest to allow the Organisation to provide adequate notification to the Tenant as required under the Residential Tenancies Act. In the event that the Unit is unoccupied, the Organisation may require Homeswest to provide 7 days written notice of inspection.

13. BREACH AND TERMINATION

13.1 IF the Organisation :-

- a) seriously or persistently, in the opinion of Homeswest, breaches any term of this Agreement;
- b) is guilty of Financial or Administrative Mismanagement of the project
- c) uses the Joint Venture Property for a purpose other than the purpose approved under this Agreement or otherwise approved in writing by Homeswest; or
- d) abandons the Joint Venture Property or persistently under occupies the Units without good reason or the written approval of Homeswest; or

- e) is, in the opinion of Homeswest, unable to continue to meet it's obligations under the terms of this Agreement for any reason other than those reasons set out in Clause 14 ;

AND the Organisation does not within 28 days after service by Homeswest of a written notice specifying the breach or events described in this clause either remedy the breach in a manner acceptable to Homeswest or refer any dispute concerning the breach to arbitration pursuant to clause 15.1 and 15.2

THEN the Organisation must immediately, if requested by Homeswest in writing (and at the Organisation's own cost), transfer the title of the Land to Homeswest.

13.2 IF :

- a) a judgment is obtained against the Organisation in any court of law (and no stay of proceedings relative to that judgment in the court is granted) and the judgment remains unsatisfied or execution is levied or issued against any of the assets or property of the Organisation;
- b) an order is made against the Organisation by a court of law;
- c) a resolution is passed for the dissolution of the Organisation;
- d) a receiver of any part of the revenue, property, assets, or undertaking of the Organisation is appointed;
- e) the Organisation enters into a compromise or arrangement with creditors without the prior written consent of Homeswest ;
- f) the Organisation stops payment of any of its debts or ceases or threatens to cease to manage the Project ; or
- g) the Organisation without the prior written consent of Homeswest makes or attempts to make any alteration to the provisions of its memorandum or articles of association or its constitution which in the opinion of Homeswest might detrimentally affect the Project or the interests of Homeswest under this Agreement ;

THEN immediately after any of the foregoing events occurs, the Organisation shall meet with Homeswest and enter into discussions with Homeswest about the future ongoing management of the Joint Venture Units. If the Organisation fails to notify Homeswest or fails to enter into discussions with Homeswest, or, if in the opinion of Homeswest the Organisation is no longer able to carry out it's obligations under this Agreement in a satisfactory manner, then the Organisation must immediately if requested by Homeswest in writing (and at the Organisation's own cost), transfer the title of the Land to Homeswest.

- 13.3 Pursuant to Clause 13.1 and 13.2, if Homeswest requires the Land to be transferred, the Organisation must immediately deliver up exclusive possession to Homeswest of the Joint Venture Property together with all records, accounts, documents, and registers related to the management and administration of the Joint Venture Property. Any accumulated long term maintenance funds must be transferred to Homeswest, and any accumulated operational surpluses shall be divided between the Parties in accordance with Clause 8.8.
- 13.4 Upon transfer of the Land to Homeswest and delivery of exclusive possession of the Joint Venture Property to Homeswest by the Organisation pursuant to Clause 13.3, Homeswest shall arrange a market valuation of the Joint Venture Property and upon agreement with the Organisation about the valuation Homeswest shall pay to the Organisation the value of it's equitable interest in the Joint Venture Property at it's Current Market Value based on the Organisation's percentage equitable interest in the Joint Venture as identified in Item 3 of the Schedule. Disagreement over valuations will be dealt with as per Clause 7.4.
- 13.5 Homeswest shall be entitled to deduct from any moneys payable to the Organisation under Clause 13.4 the amount of any moneys due and payable to Homeswest by the Organisation consequent upon any breach or default by the Organisation or the termination of this Agreement.
- 13.6 In cases where the Organisation fails to comply with a notice to remedy a breach within 28 days, and where the nature of the breach is deemed by Homeswest not to be covered by Clause 13.1 or 13.2, Homeswest may refer the matter to arbitration for settlement pursuant to Clause 15.1 and 15.2.
- 13.7 If Homeswest breaches any condition of this Agreement and fails to remedy the breach within 28 days after service by the Organisation of a notice specifying the breach, the Organisation may refer the matter to arbitration pursuant to Clause 15.1 and 15.2.
- 13.8 Any action taken by either Party in accordance with Clause 13 shall not affect any claim by either Party for damages in respect of a breach of a condition of this Agreement.
- 13.9 The Organisation hereby grants, in consideration of this Agreement, to Homeswest, Power of Attorney to do all things necessary, desirable or convenient to ensure that the requirements of this Clause 13 are fully complied with including but not limited to executing and lodging at the Office of Titles a transfer of the Land from the Organisation to Homeswest, and the Organisation agrees to ratify and confirm all that Homeswest as attorney shall do or cause to be done under or by virtue of this clause and the Organisation shall indemnify Homeswest in respect of any act, matter or thing done pursuant to this Power of Attorney.

14. FORCE MAJEURE

- 14.1 If a Party becomes unable wholly or in part by reason of Force Majeure to carry out any of its duties or obligations under or by virtue of this Agreement:

- a) that Party shall give prompt written notice to the other Party of the Force Majeure with reasonably full particulars thereof and of the probable (as far as is known at the time) extent to which that Party will not be able to perform or be delayed in performing such duties or obligations;
 - b) such duties or obligations so far as they are affected by the Force Majeure shall be suspended during, but no longer than, the continuance of the Force Majeure;
 - c) that Party shall use all possible diligence to overcome or remove the impact or effects of the Force Majeure as soon as possible.
- 14.2 The requirement that any Force Majeure shall be overcome or remedied with all possible diligence shall not oblige a Party to settle any strike or other labour dispute on terms it does not approve of or to contest the validity of any law, regulation or decree by way of legal proceedings.

15. ARBITRATION

- 15.1 Any dispute, difference or disagreement between the Parties arising under or in respect of this Agreement or any term of it other than a breach or default by the Organisation to which Clause 13.2 applies and except with respect to a determination of value pursuant to Clause 7.4 shall be referred to a single arbitrator acceptable to the Parties or, in the absence of agreement between the Parties, to an arbitrator selected by the President of the Law Society of Western Australia.
- 15.2 The arbitrator appointed pursuant to Clause 15.1 shall determine the dispute between the Parties in accordance with the Commercial Arbitration Act 1985.

16. NOTICES

- 16.1 A notice required by one Party to the other under this Agreement shall be in writing and shall be served on the Organisation or Homeswest personally, or sent by prepaid post to address or the last known business address of the Party.
- 16.2 A notice given to a Party in accordance with Clause 16.1 shall be treated as having been given and received if delivered to a Party's address, on the day of delivery if a business day, otherwise on the next following business day; or if sent by prepaid mail, on the third business day after posting.

SCHEDULE - PROJECT B

1. DESCRIPTION OF THE PROJECT

Part Lot 102 Currall Street Narembeen
on Certificate of Title Volume 1536 Folio 029

If the Project is to be located on a part of a Lot, this part shall be delineated in the Site Plan which is Annexed to this Agreement and marked "C".

Units

Type of Unit (eg 3 bedroom unit)	No.	Construct/Purchase or Modification?	Target group to be housed
3 bedroom	2	Construction	Families

2. FINANCIAL CONTRIBUTIONS TO THE JOINT VENTURE

a) Organisation's Contributions to :

Land Costs (Estimates)

- Land Value contribution	\$ 5,000.00
- Land Clearance	\$ Not available
- Site Preparation	\$ 5,000.00
- Land Servicing -headworks	\$ Not available
- Other (eg. surveying, subdivision)	\$ 1,500.00

\$ Not available

Construction Costs (Estimates)

- Construction of Units-cash contribution	\$ 60,000.00
- Additional Amenities (air conditioning, shed, patio, paving, ensuite & carpet)	\$ Not available
- Landscaping	\$ 1,000.00
- Other	\$ Not available

\$ Not available

Organisation's Total Project Contribution = **\$ Not available**

b) Homeswest's contributions to :

Land Costs (estimates)

- Land Value contribution	\$ Nil
- Land Clearance	\$ Nil
- Site Preparation	\$ Nil
- Land Servicing	\$ Nil
- Surveying	\$ Not available

	\$ Not available

Construction Costs (estimates)

- Architectural Fees	\$ Not available
- Project Management (construction)	\$ Not available
- Construction of Units	\$ Not available
- Landscaping	\$ Not available
- Other	\$ Not available

	\$ Not available

Homeswest's Total Project Contribution = \$ Not available

c) Total Project Cost = \$ Not available

3. THE PARTIES PERCENTAGE EQUITABLE INTERESTS IN THE JOINT VENTURE

a)	The Organisation	Not available %
b)	Homeswest	Not available %

4. ADDRESSES OF ALL UNITS COVERED BY THIS SCHEDULE (PROJECT B)

Part Lot 102 Currall Street Narembeen

5. LONG TERM MAINTENANCE PROVISION

An amount, equivalent to 1% of the current replacement cost of the properties shall be set aside from the annual rental income, per annum, for the long term maintenance needs of the Joint Venture Properties.

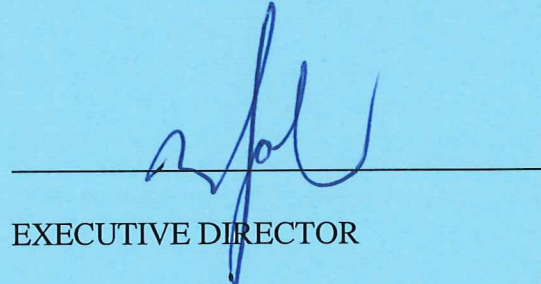
6. Commencement Date:

IN WITNESS WHEREOF the Parties hereto have executed this Agreement as a Deed on the date first hereinbefore written.

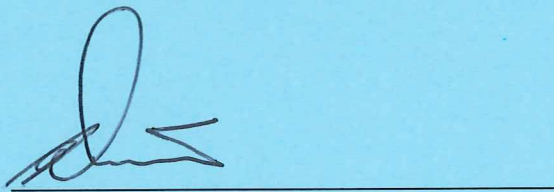
THE COMMON SEAL OF THE STATE HOUSING COMMISSION was hereunto affixed in the presence of :-




MANAGER
SECURITIES, CONVEYANCING AND
SETTLEMENT SERVICES


EXECUTIVE DIRECTOR

THE COMMON SEAL OF THE SHIRE OF NAREMBEEN was hereunto affixed in the presence of :



(Position Title) *SHIRE PRESIDENT*



(Position Title) *CHIEF EXECUTIVE OFFICER*

ANNEXURE A
[Program Guidelines]

ANNEXURE B

[Requirements of the Site]

These additional comments explain in further detail what is required of the Organisation in relation to the clearing, preparing and servicing of the Land.

- PROPERLY CLEARED** : This includes the demolition of any unwanted old buildings, old footings and foundations, clearing all debris and all unwanted vegetation.
- PROPERLY PREPARED** : This includes the removal of unsuitable soils, like clay or peat, and filling with suitable fill material, and any rock encountered in the building works.
- ADEQUATELY SERVICED** : This includes the following:
- Electrical incoming cables, sub-stations and contributions.
 - Water incoming mains and contributions.
 - Off-site stormwater disposal to connect to Local Authority drains, or special disposal methods.
 - Sub-soil drainage.
 - Main site sewer, pipe connecting to Minister's sewer, or extension of Minister's sewer to site and contributions.

The Guidelines (Annexure A) provides details of Surveys and Reports required to assess the suitability, services and requirements of the site.

ANNEXURE C

[Plan of the Land]

ANNEXURE D

[OPERATIONAL GUIDELINES FOR COMMUNITY HOUSING IN WESTERN AUSTRALIA]



Government of **Western Australia**
Department of **Housing**

Memorandum

203 Nicholson Road, Shenton Park

To: MARY-ANNE BAKER
SECURITIES &
CONVEYANCING

Date: 30 March, 2010

From: PAULINE McMAHON
PROJECT OFFICER
COMMUNITY HOUSING
PROGRAMS

Ref: 05208/04

Subject: JOINT VENTURE PROJECT
SHIRE OF NAREMBEEN

The JV equity review has been completed and Schedule B has been updated to reflect the final figures.

Would you please place the attached papers into Security Packet 656027.

Pauline

SCHEDULE - PROJECT B

1. DESCRIPTION OF THE PROJECT

Part Lot 102 Currall Street Narembeen
on Certificate of Title Volume 1536 Folio 029

If the Project is to be located on a part of a Lot, this part shall be delineated in the Site Plan which is Annexed to this Agreement and marked "C".

Units

Type of Unit (eg 3 bedroom unit)	No.	Construct/Purchase or Modification?	Target group to be housed
3 bedroom	2	Construction	Families

2. FINANCIAL CONTRIBUTIONS TO THE JOINT VENTURE

a) Organisation's Contributions to :

Land Costs (Estimates)

- Land Value contribution	\$ 5,000.00
- Land Clearance	\$
- Site Preparation	\$ 5,000.00
- Land Servicing	\$
- Other (eg. surveying, subdivision)	\$

\$ 10,000.00

Construction Costs (Estimates)

- Construction of Units-cash contribution	\$ 60,000.00
- Additional Amenities - carpet	\$ 1,106.28
- Landscaping	\$
- Other	\$

\$ 61,106.28

Organisation's Total Project Contribution = \$ 71,106.28

b) Homeswest's contributions to :

Land Costs (estimates)

- Land Value contribution	\$ Nil
- Land Clearance	\$ Nil

- Site Preparation	\$ Nil
- Headworks	\$ 10,740.90
- Surveying	\$

	\$ 10,740.90

Construction Costs (estimates)

- Construction of Units	\$344,818.63
Less Cash Contribution	<u>\$ 60,000.00</u>
	\$284,818.93
 - Architectural Fees	 \$ 35,644.37
- Project Management (construction)	\$ 12,948.25
- Landscaping	\$ 7,327.50

	\$ 340,738.75

Homeswest's Total Project Contribution = \$ 351,479.65

c) Total Project Cost = \$ 422,585.93

3. THE PARTIES PERCENTAGE EQUITABLE INTERESTS IN THE JOINT VENTURE

- a) The Organisation 16.83 %
- b) Homeswest 83.17 %

4. ADDRESSES OF ALL UNITS COVERED BY THIS SCHEDULE (PROJECT B)

Part Lot 102, Units 1 & 2, 24 Doreen Street Narembeen

5. LONG TERM MAINTENANCE PROVISION

An amount, equivalent to 1% of the current replacement cost of the properties shall be set aside from the annual rental income, per annum, for the long term maintenance needs of the Joint Venture Properties.

6. Commencement Date:

19 December 2008

CALCULATION OF EQUITIES

THE SHIRE OF NAREMBEEN UNITS 1 & 2, LOT 102, 24 DOREEN ST, NAREMBEEN 2 x 3 B/R Units Completed 19.12.2008

SHIRE OF NAREMBEEN		DEPARTMENT OF HOUSING	
Land Value	\$ 5,000.00	Cost of Construction	\$344,818.63
Cash Contribution	\$ 60,000.00	less Cash Contribution	<u>\$ 60,000.00</u>
			\$284,818.63
Site Preparation	\$ 5,000.00	Architectural/Consultants	\$ 35,644.37
Carpet	\$ 1,106.28	Project Management	\$ 12,948.25
		Headworks	\$ 10,740.90
		Landscaping	\$ 7,327.50
TOTAL:	\$71,106.28	TOTAL:	\$351,479.65

Shire of Narembreen's total contribution	\$ 71,106.28
Department of Housing's total contribution:	\$351,479.65
TOTAL PROJECT COST:	\$422,585.93

EQUITY % SHARE:

$\frac{\text{Shire's total contribution} \times 100}{\text{Total project cost}} = 16.83\%$

$\frac{\text{Department's total contribution} \times 100}{\text{Total project cost}} = 83.17\%$

Pauline McMahon

Pauline McMahon
Project Officer
Community Housing Programs
February 8, 2010

Frank J. ECZKA
Frank J. ECZKA
CHIEF EXECUTIVE OFFICER
25/02/2010
SHIRE OF NAREMBEEN

ATTACHMENT – AGENDA ITEM 8.2.3
U 1/8 Churchill Street - 2021 Lease Agreement
(unsigned) and Draft 2024 Lease Agreement

CONTRIBUTION AGREEMENT

FIXED TERM TENANCY

A. THIS AGREEMENT is made on 26th June 2020 between the OWNER(S).

NAREMBEEN SHIRE COUNCIL

of 1 LONGHURST STREET, NAREMBEEN, Western Australia 6369

and the TENANT(S)

WA COUNTRY HEALTH SERVICE - WHEATBELT

B. THE OWNER AGREES TO LET to the TENANT who AGREES TO PAY A CONTRIBUTION for the premises situated at UNIT 1, 8 CHURCHILL STREET, NAREMBEEN Western Australia 6369.

C. FROM The First (1st) day of July 2020

TO The Thirtieth (30th) day of June 2021

for a term of Twelve (12) Months

with two (2) further Twelve (12) Month Options (if agreed by both parties)

CONDITIONS

Payment of Contribution

1. The **OWNER** lets and the **TENANT** takes the premises situated at Unit 1, 8 Churchill Street, Narembeen in the State of Western Australia together with the furniture and chattels (if any) for the restricted use of "AGED CARE - OFFICE ADMINISTRATION".

The Weekly contribution payable by the **TENANT** to the **OWNER** is \$60.00 Sixty Dollars (GST Inclusive). This contribution is payable in advance on a monthly basis clear of all deductions with the first payment to be made on or before the 1st July 2020 or as invoiced by the **OWNER**.

The **OWNERS** banking details for payment of the contribution by direct debit are provided as follows:

Institution: Bankwest
BSB No. 306 026
Account No. 534 7926

The weekly contribution payable by the **TENANT** will be reviewed annually by the Shire.

1a. At the expiration of the initial term of this agreement, the **OWNER** and **TENANT** may agree to extend the agreement by providing two (2) options of Twelve (12) months each, and thereafter the agreement may be extended on terms and conditions agreed between both parties for a term not exceeding twelve (12) months at any one time.

1b. Should the **TENANT** wish to terminate this agreement prior to the expiry date, at least four (4) weeks notice must be given in writing.

1c. Or this agreement may be terminated in accordance with conditions or any provisions of Sections 15,16,17,18, or 19 of this Agreement or by order of a competent court.

Bond

2. The **TENANT** is to deposit with the Shire of Narembeen a bond of \$0.00 (GST Exclusive) prior to the commencement date of this agreement. This is to secure compliance with this agreement and to compensate for any breach or default by the "**TENANT**" in respect of this agreement. At the end of the tenancy, the Shire shall authorise refund of the amount of the sum so deposited, (\$0.00) less any amount applied in respect of any breach or default by the "Tenant".

Owner to provide and maintain premises in reasonable repair

3. The **OWNER** shall hand over the premises in a reasonable state of cleanliness and maintain the premises in a reasonable state of repair having regard to its age, character and expected life and shall comply with all requirements in respect of building health and safety. No equipment is provided as part of this agreement i.e. premises is provided as is.

Tenant to maintain cleanliness and report damage

4. The **TENANT** shall keep the premises in a reasonable state of cleanliness and shall notify the **OWNER** in writing as soon as practicable but within 3 days of any damage to the premises and of any state of disrepair which arises during the term of the tenancy.

- Illegal Purpose
- Nuisance
- Purposes other than dwelling

5. The **TENANT** shall not use the premises or cause or permit the premises to be used for any illegal purposes or cause or permit a nuisance. The premises shall be used solely for the purposes of an 'AGED CARE - OFFICE ADMINISTRATION' business and the **TENANT** shall not cause or permit the premises to be used for any other purpose.

Vacant possession without legal impediment to be given at commencement of agreement.

6. On the date of the commencement of this agreement, the **OWNER** will grant vacant possession to the **TENANT** of the premises and the **OWNER** states that at the time of entering the agreement there is no legal impediment either known or imputed to him to the occupation of the premises for conduct of an 'AGED CARE - OFFICE ADMINISTRATION' business, for the term of this agreement.

Interference with tenant's peace and comfort and privacy.

7. The **OWNER** shall not cause or permit any interference with the reasonable peace, comfort or privacy of the **TENANT** in the use of the premises and shall take all reasonable steps to enforce this obligation upon any other **TENANT** of the **OWNER** in occupation of adjacent premises.

Owner's right of entry

8. The **OWNER** may, subject to the obligations contained in paragraph 7 above, enter the premises in the following circumstances:

- With Consent
 - a) with the consent of the **TENANT** given at, or immediately before, the time of entry;
- Emergency
 - b) in any case of emergency;
- Inspection
 - c) for the purpose of inspecting the premises or any other purpose on a day and at a reasonable hour specified in a notice given to the **TENANT** between seven (7) and fourteen (14) days in advance;
- Repairs
 - d) for the purpose of carrying out necessary repairs to or maintenance of the premises, at any reasonable hour, after giving to the **TENANT** not less than seventy-two (72) hours notice;
- Prospective Tenants
 - e) for the purpose of showing the premises to prospective tenants, at any reasonable hour and on a reasonable number of occasions during the period of twenty-one (21) days preceding the termination of this agreement, after giving the **TENANT** reasonable notice; and
- Prospective Purchasers
 - f) for the purpose of showing the premises to prospective purchasers, at any reasonable hour and on a reasonable number of occasions, after giving the **TENANT** reasonable notice.

Locks and Security Devices

9. The **OWNER** shall provide and maintain such locks and other devices as are necessary to ensure that the premises are reasonably secure and neither the **OWNER** nor the **TENANT** shall alter, remove or add any such lock or device without the consent of the other given at or immediately before the time of alteration, removal or addition of any such lock or device.

-Fixtures
-renovations
-alterations or Additions

10. The **TENANT** shall not affix any fixture or make any renovation, alteration or addition to the premises, without the prior consent of the **OWNER**, provided that such consent shall not be unreasonably withheld.

Removal of fixtures	11. Where the OWNER has given consent pursuant to paragraph 10 above the TENANT may remove any fixture that the tenant has affixed in the premises during the tenancy, unless the removal of the fixture would cause irreparable damage to the premises.
Compensation for damage caused by removal of fixtures	12. Where the TENANT causes damage to the premises by the removal of any fixture installed by the TENANT the tenant shall notify the OWNER , at whose option the tenant will repair or compensate the OWNER for any reasonable expenses incurred by the OWNER in repairing the damage.
Rates, taxes and Water charges	13. The OWNER shall bear the cost of all rates, taxes or charges imposed in respect of the premises under any of the following Acts Local Government Act 1995, Land Tax Act 2002, any written law under which a rate, tax or charge is imposed for 'water services', as defined in the Water Agencies (Powers) Act 1984, other than a charge for water consumed. The TENANT shall pay 100% of charges for water consumed and all other utilities. (Given no submeter is in place – water usage for Unit 1 will be charged as 20% of the total water usage for the three office units)
Sub letting or assignment	14. The TENANT may not sublet the premises or assign the tenant's interest under the AGREEMENT without the prior consent of the OWNER of which consent shall not be unreasonably withheld. No charge shall be made by the OWNER for that consent, other than reasonable expenses incidental thereto.
Notice of termination for breach of agreement by tenant (other than non- payment of contribution)	15. If the TENANT does not keep his or her part of the agreement except for not paying contribution, the OWNER may give a notice ('the first notice') requiring that the matter be put right. If the TENANT does not put the matter right, then not less than fourteen (14) days after the first notice was given the OWNER may give another notice ('the second notice') to the TENANT ending the tenancy not less than seven (7) days after the second notice is given.
Notice of termination for breach of agreement by tenant (non-payment of contribution)	<p>16. If the TENANT does not pay the contribution due under this agreement or gives a bad cheque in payment of the contribution due under the agreement, the OWNER may either—</p> <ol style="list-style-type: none"> i. Give a notice ('the first notice') to the TENANT requiring payment of the outstanding contribution and, if the contribution is not paid, give another notice ('the second notice') to the TENANT not less than 14 days after the first notice was given, ending the tenancy not less than seven days after the second notice is given: or; ii. On the day after the contribution was due or on the dishonouring of the cheque, give notice to the TENANT ending the tenancy not less than seven days after the notice is given. <p>In the case of (ii) the tenancy shall not end if the TENANT pays the contribution due under the agreement before the day specified in the notice for vacation of the premises. In addition, an application by the OWNER to a competent court to end the tenancy shall not be continued if the TENANT pays the contribution due together with the amount of any court application fee at least one day before the scheduled court hearing.</p>

Termination for Breach of agreement by owner	17. Where the OWNER has breached any term of this AGREEMENT the TENANT may apply to a competent court for an order terminating the AGREEMENT .
Termination by Owner	18. If, with the approval of the OWNER , the TENANT shall remain in occupation of the premises after the expiration of the term of this AGREEMENT or of an extension thereof of this AGREEMENT shall continue subject to the conditions set out herein until determined by either party.
Termination by Mutual agreement	19. The agreement may be terminated if both the OWNER and the TENANT agree in writing, signed by both parties, that the tenancy agreement be ended and the date it is to be ended.
ADDITIONAL CONDITIONS	
Business Registration	20. The TENANT is responsible for their own business registration and associated responsibilities for the operation of a Office Administration Business and provide a copy to the Owner.
Insurance	21. The OWNER agrees to keep the Premises and the building of which it is a part, adequately insured during the term of the agreement. The TENANT is responsible for all other required Insurances which includes all of their own possessions, furniture (contents) and business operations.
Equipment	22. The TENANT is responsible for the provision of all required equipment to operate the 'AGED CARE - OFFICE ADMINISTRATION' business. The Premises is provided to the TENANT 'as is'. Any request for capital expenditure (present or future) by the TENANT to the OWNER will need to be considered by the OWNER as part of its wider budget considerations and these considerations be generally made in June of each year.
Utilities	23. The TENANT is responsible for payment of all utilities such as Electricity, Gas, Telephone and Internet Consumption etc. including any connection fees or related charges.
Fire	24. The TENANT is to take appropriate precautions at all times to minimise the risk of damage by fire.
Non-Smoking	25. No smoking inside the premises at anytime, all damage, if any, to be paid for by the TENANT , including total replacement cost if necessary.
Keys	26. On termination of the tenancy the TENANT is to quietly yield up and deliver to the OWNER or its agent all keys in connection with the Premises including keys made or procured by the TENANT .

SIGNED

OWNER(S): _____

Date:

Witness: _____

Date:

TENANT(S): _____

Date:

Witness: _____

Date:

END OF AGREEMENT



**Shire of Narembeen
(Lessor)**

and

**WA COUNTRY HEALTH SERVICE - WHEATBELT
(Lessee)**

Commercial Lease

**Leased Area
Unit 1, 8 Churchill Street
Narembeen, Western Australia 6369**

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PARTIES SHIRE OF NAREMBEEN
 ("the Lessor")

and

The person or persons described in Item 1 of Schedule 1 ("the Lessee")

RECITALS

- A. The Lessor has the Lessor's Interest in the Premises as a whole.
- B. Subject to certain approvals and consents being obtained, the Lessor has agreed to lease the premises to the Lessee on and subject to the terms and conditions of this Lease.

OPERATIVE PART

1. INTERPRETATION

1.1 Definitions

In this Lease, unless the contrary intention appears:

"Commencement Date" means the commencement date of the Term specified in Item 3 of Schedule 1;

"Leased Area" means the area depicted in Attachment 1 – Premises Plan;

"Permitted Purpose" means the purpose described in Item 6 of Schedule 1;

"Premises" means the land described in Item 2 of Schedule 1 together with all buildings, improvements and structures on that land, or at any time during the Term, erected or made on that land, and includes:

- (a) all fixtures and fittings whether the property of the Lessor or the Lessee;
- (b) all plumbing, drains, sewerage, pipes, conducts, wiring and cables;
- (c) all equipment, plant, systems, appliances and apparatus whether electrical, mechanical, hydraulic, fire related, security related or otherwise;
- (d) all furniture and chattels in the Premises which are the property of the Lessor;
- (e) all floors, carpets and floor coverings; and
- (f) all roofs and gutters of any building or structure erected by the Lessor;

“Rate of Interest” means the general maximum rate of interest charged from time to time by the Lessor on outstanding rates;

“Rent” means the rent payable by the Lessee pursuant to this Lease which rent is specified in Item 4 of Schedule 1;

“Term” means the term of this Lease as specified in Item 3 of Schedule 1 commencing on the Commencement Date and any shorter period in the event of the early termination of the Term.

1.2 Interpretation

In this Lease, unless the contrary intention appears:

- (a) words suggesting the singular include the plural and vice versa;
- (b) words suggesting any gender include any other gender;
- (c) reference to a person include a company, corporation, and unincorporated or incorporated association or statutory authority;
- (d) references to clauses, paragraphs, subparagraphs and Schedules are to clauses, paragraphs, and subparagraphs of, and Schedules to, this Lease as amended from time to time in accordance with the terms of this Lease;
- (e) headings used for clauses, paragraphs, subparagraphs, Schedules and the table of contents are for ease of reference only and will not affect the interpretation of this Lease;
- (f) references to laws include any modification or re-enactment of those laws, or any legislative provisions substituted for such laws, and all orders, local laws, planning schemes, by-laws, regulations and other statutory instruments issued under those laws;
- (g) where the words “includes” or “including” are used, they are to be taken to be followed by the words “without limitation”;
- (h) a reference to anybody is:
 - (i) if that body is replaced by another organisation, taken to refer to that organisation; and
 - (ii) if that body ceases to exist, taken to refer to the organisation which most nearly or substantially serves the same purposes or objects as that body; and
- (i) all dollar amounts specified in this Lease are in Australian dollars.

2. LEASE

2.1 Lease

The Lessor grants a lease to the Lessee and the Lessee takes a lease of the Premises on and subject to the terms of this Lease.

2.2 Term

The Premises are held by the Lessee as tenant for the Term commencing on the Commencement Date and expiring on the expiry date specified in Item 3 of Schedule 1.

2.3 Rent

- (1) The Lessee must pay to the Lessor, for the Term, the rent specified in Item 4 of Schedule 1.
- (2) The Rent is payable in the manner set out in Item 5 of Schedule 1.

3. OBLIGATIONS

3.1 Application of Commercial Tenancy Act and Regulations

The Lessor and Lessee shall comply with the provisions of the Commercial Tenancy (Retail Shops) Agreements Regulations 1985 as they apply to each party. The definition and interpretation of words used in this AGREEMENT shall be the same as the Commercial Tenancy (Retail Shops) Agreements Regulations 1985.

3.2 Rates and taxes

The Lessor will pay all rates, assessments, levies or taxes levied or assessed or to be levied or assessed by the Commonwealth, the State, any water supply authority, any sewerage authority or by any other authority which are at any time during the Term or any holding over to any extent charged on the Premises.

3.3 Services

The Lessee will pay all water, gas, electricity, telephone and other utility services which are either provided to or used on the Premises.

3.4 Maintenance

- (1) The Lessee will keep and maintain the Premises and every part of the Premises, in a good state of repair, order and condition.
- (2) To avoid doubt, the Lessor has no obligation to maintain any of the contents of the Leased Area housed within the Premises by the Lessee. All contents of the Leased Area are the sole responsibility of the Lessee.
- (3) The Lessee must give to the Lessor immediate notice in writing of any damage to or defect in the Premises.
- (4) The Lessor will be responsible for all maintenance, excluding costs associated with the contents of the premises or arising under clause 3.6.

3.5 Cleaning

The Lessee will ensure the Premises is kept in a state of cleanliness at all times.

3.6 Make good damage

The Lessee, at their own expense, must make good any breakage, defect or damage to the Leased Area or any adjoining premises or facilities or any other property caused by want of care, misuse or abuse on the part of the Lessee or the Lessee's agents, contractors, invitees or other persons claiming through or under the Lessee or otherwise occasioned by any breach or default of the Lessee under this Lease.

3.7 Entry by Lessor

- (1) The Lessee must permit the Lessor, the Lessor's architects, agents and contractors at all reasonable times to enter into and upon the Leased Area in order to undertake any duties relating to their employment by the Lessor.
- (2) The Lessee must permit the Lessor, the Lessor's agents and contractors at all reasonable times and, in the case of emergency, at any time to enter into and remain upon the Premises with all necessary plant, equipment and materials to carry out any works or make any repairs or alterations or additions to the Premises.

3.8 Pests

The Lessor will carry out annual pest and vermin prevention or extermination works at the Premises.

3.9 No living in premises

The Lessee must not use or permit the use of any part of the Premises for living or sleeping or for any unlawful purpose.

3.10 Compliance with written laws

The Lessee must comply with, carry out and perform the requirements of the Local Government Act 1995, the Food Act 2008, the Health Act 1911 and any other Act, ordinance, town planning scheme, local law, regulation or written law or of any notice, requisition or order under a written law applicable to the Premises or the use or occupation of the Premises.

3.11 Permitted Purpose and operation of lessee's affairs

The Lessee must use the Premises only for the Permitted Purpose or for any other purpose first approved in writing by the Lessor.

3.12 Insurances

- (1) Lessee's insurances

The Lessee must, at the Lessee's expense, effect and keep current, with an insurance company approved by the Lessor the following insurances in relation to the Leased Area:

- (a) Public risk
 - (i) a policy covering public risk which:

- (ii) provides for a minimum cover of ten million dollars (\$10,000,000.00) for each accident, claim or event or any higher amount that the Lessor reasonably specifies; and extends to cover any liability for the death of, or injury to, any person or damage to any person's property sustained when such person is using or entering the Leased Area, or sustains the injury or damage as a result of an act or omission of the Lessee, its agent, licensee, employee or representative; and

(2) Contents Insurance

For the avoidance of doubt, the Lessor has no obligation to provide insurance for the contents of the building under this agreement

(3) Building Insurance

The lessor will maintain an appropriate level of insurance against the building throughout the Term of the lease.

(4) Evidence of insurance cover

Upon the execution of the Lease, and every subsequent financial year, the Lessee must deliver to the Lessor evidence of the required insurance policies under this Lease.

(5) Not to void insurances

The Lessee must not at any time do or allow anything which may either render the insurances on the Premises or any part of the insurances void or voidable.

3.13 Indemnity

The Lessee must indemnify the Lessor and keep the Lessor indemnified from and against all claims, demands, writs, summonses, actions, suits, proceedings, judgments, orders, decrees, damages, costs, losses and expenses of any nature whatsoever which the Lessor may suffer or incur in connection with loss of life, personal injury or damage to property arising from or out of any occurrence in upon or at the Premises or the use by the Lessee of the Premises or to any person or the property of any person using or entering or near any entrance to the Premises or occasioned (wheresoever it may occur) wholly or in part by any act, neglect, default or omission by the Lessee its agents, contractors, servants, workmen, customers, members or any other person or persons using or upon the Premises with its consent or approval expressed or implied.

3.14 Alterations and improvements

The Lessee must not, without the prior written consent of the Lessor, make or permit to be made any alteration or additions to the Premises or remove from the Premises any improvement.

3.15 Assignment or subletting

The Lessee must not assign, sublet or part with the possession of the Leased Area or any part of the Premises and the Lease without the prior written consent of the Lessor.

3.16 Security of Premises and property

- (1) The Lessee must:
 - (a) Endeavour to protect and keep safe the Premises and any property contained in the Premises from theft, robbery or vandalism;
 - (b) keep all doors, windows and other openings closed and securely fastened when the Premises are not open for use or business; and
- (2) Where any door, window or opening has a lock, the Lessee must keep that door, window or opening locked when the Premises are not open for use or business.
- (3) The Lessee will be provided with two sets of keys for entry to the Premises, Common Use Areas and the Leased Area within the Premises.

3.17 Lessee to make good

- (1) At the expiration of this Lease:
 - (a) the Lessee must yield up the Leased Area to the Lessor in an empty and suitable condition
 - (b) the Lessee must remove from the Premises all their contents and make good, at their own expense, any damages that occur to the property as a result of removing the Lessee's contents
 - (c) the Lessee must remove any lettering, signs, pictures, picture hooks, names, advertisements and notices erected, painted, displayed or affixed onto or within the Premises
 - (d) In the event of default or failure by the Lessee to comply with subclauses 3.17(1)(a) – (c), the Lessee agrees to be liable for all costs the Lessor incurs in returning the property to its original condition
 - (e) If the Lessee fails to remove any contents then the Lessor may treat the contents as being abandoned by the Lessee and may then deal with them in such manner as the Lessor determines, at the Lessor's absolute discretion.

3.18 No registration or absolute caveat

- (1) The Lessee must not register this Lease or lodge any absolute caveat in respect of the Premises.
- (2) If any absolute caveat is registered or lodged or the Lease is registered by the Lessee, then in consideration of the Lessor having granted this Lease to the Lessee, the Lessee hereby irrevocably appoints the Lessor and each and every one of the officers or agents of the Lessor jointly and severally for the Term and for a period of 6 months after the Term the agent and attorney of the Lessee to surrender or withdraw the lease or caveat the cost of which must be borne and paid by the Lessee.

3.19 No storage outside of leased area

The Lessee must not keep or store anything at the Premises outside of their Leased Area without the express permission of the Lessor.

4. DEFAULT

4.1 Default under this lease occurs if:

- (a) any part of the Rent is 90 days in arrears; or
- (b) the Lessee breaches or does not comply with any provision whether expressed or implied in this Lease; or
- (c) the Lessee abandons or vacates the Premises.

5. TERMINATION

5.1 Lessor's powers

- (1) If the Lessee is in Default, the Lessor may exercise its powers to terminate the lease under clause 4.1. If the Lessor terminates the lease under clause 4.1 the Lessee is not released from liability for any breach of or non-compliance with any provision of this Lease and the remedies available to the Lessor for recovery of arrears of rent or for prior breach or non-compliance will not be affected.
- (2) For the avoidance of doubt, the requirements of the Lessor to make good the premises under clause 3.17 are not in any way relinquished by the Lessor terminating the lease under section this section.

5.2 Lessee's powers

If the Lessor has breached any term of the agreement, the tenant may apply to a competent court for an order terminating the agreement

5.3 Termination by mutual agreement

This agreement may be terminated prior to the conclusion of the Term by mutual written agreement between the Lessee and Lessor. If this agreement is ended by mutual agreement, the Lessor is to be reimbursed for any prepaid rent on a pro-rata basis.

6. MISCELLANEOUS

6.1 Destruction of the Premises

- (1) Where the Premises or any part of the Premises are at any time damaged or destroyed by fire, flood, lightning, storm or tempest so as to make them unfit for the occupation and use of the Lessee, then the Rent or a proportionate part of the Rent, according to the nature and extent of the damage sustained is to abate and all remedies for recovery of the Rent or such proportionate part of the Rent is to be suspended until the Premises are rebuilt or made fit for the occupation and use of the Lessee.

- (2) If the Lessor does not rebuild the Premises or make the Premises fit for the use and occupation of the Lessee within a reasonable time then either party may terminate this Lease by one month's notice in writing to the other without right or claim for damage by reason of the termination of the Lease but without prejudice to the rights of either party for any prior breach of or failure to comply with a provision of this Lease.
- (3) Nothing in this Lease imposes on the Lessor any obligation to rebuild the Premises or to make the Premises fit for the use and occupation of the Lessee.

6.2 Notices

- (1) Any notice or demand from the Lessor to the Lessee is to be taken to be duly served if left for the Lessee on the Premises, if mailed by prepaid letter addressed to the Lessee at the address set in this Lease or if sent by email to Lessee's email address, provided at the time of entering into this Lease.
- (2) Any notice or demand from the Lessee to the Lessor is to be taken to be duly served if mailed or delivered to the Shire offices.

SCHEDULE 1

Item 1	Lessee's Name	WA Country Health Service - Wheatbelt
	Postal Address	PO Box 337 Northam WA 6401
	E-mail	sue.potocznyj@health.wa.gov.au
Item 2	Premises:	Unit 1, 8 Churchill Street, Narembeen Western Australia 6369
	Leased Area:	As highlighted in Attachment 1 – Premises Plan
Item 3	Term:	1 July 2023 to 30 June 2024
	Extension Option 1:	12 months from the expiry of the term
	Extension Option 2:	12 months from the expiry of Extension Option 1
Item 4	Rent:	\$60 (GST inclusive) per week, payable in advance on a monthly basis
Item 5	Manner of payment of Rent:	Payment of the contribution by direct debit, details provided as follows: Institution: Bankwest BSB No. 306 026 Account No. 534 7926 Account Name: Shire of Narembeen
Item 6	Permitted Purpose:	Use as an administration office

EXECUTED

By the parties:

_____ Date: _____

Tenant

WA Country Health Service - Wheatbelt

_____ Date: _____

Paul Sheedy

Acting Chief Executive Officer

Shire of Narembeen

[Delegated Authority 09 – Lease for Council Owned Buildings, Facilities and Reserves]

ATTACHMENT 1 - PREMISES PLAN



ATTACHMENT 2 – MAINTENANCE RESPONSIBILITIES

Item	Tenant Responsibility	Council Responsibility
Ceiling	Repairs due to misuse	Major repair and/ or replacement due to structural faults, age, water etc.
Doors	Regular cleaning and repair of internal doors; including cupboard doors and external door (if damage on inside) due to misuse. Preventative maintenance agreements	Replacement of external doors due to age or structural fault. Repairs on all external doors if damage sustained externally. Service of automatic door system.
Electrical Wiring and fittings in building, including exit and emergency lights	Repair and replacement if damaged due to misuse	All building wiring including the switchboard, power points, switches and light fittings
Fire hydrant hoses and other firefighting equipment	Replacement of extinguishers if damaged or emptied	Preventative maintenance agreements. Replacement due to age
Floor coverings	Regular cleaning and repair. Replacement at end of economic life	
Glass	Keep clean and replace when damaged by user groups	Replace external window glass if breakage occurs from external source
Key and locks		Maintenance of locks, if a system change is considered necessary by Council to an updated master system, Council will meet the initial costs
Light globes	Regular cleaning of light fixtures. Replacement of light globes	
Plumbing	Cost of internal repairs through misuse and keep internal plumbing in a clean and hygienic state	Maintenance of effluent disposal system
Other permanent fixtures	Regular cleaning of all fixtures and repair and/ or replacement if damaged	
Pest control	Keep the building clean	Fumigation and pest control as required
Roofs	Reporting of potential major maintenance problems	All maintenance and repair
Service Pipes (gas, water, electrical, sewerage and drainage utilities etc)	Reporting of potential and actual maintenance problems	Replacement of pipes
Signage	Installation and maintenance of signs	Council approval of signs
Skylights	Regular cleaning	All maintenance and repair
Surrounds	Keep all building entry/ exits clear, clean and swept regularly	
Walls	Regular cleaning and repair if damaged through misuse of internal walls.	Maintenance and repair as required
Water Supply		Maintain an adequate water supply

ATTACHMENT – AGENDA ITEM 8.2.4
Monthly Financial Statements June 2023

SHIRE OF NAREMBEEN

MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the Period Ended 30 June 2023

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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- * Statement of Financial Activity by Nature or Type

Statement of Financial Activity by Program

- * Note 1 Net Current Assets

- * Note 2 Explanation of Material Variances

Note 3 Cash and Investments

Note 4 Receivables

Note 5 Capital Acquisitions

Note 6 Grants and Contributions

Note 7 Budget Amendments

These accounts are prepared with data available at the time of preparation.

- * Statutory Report

**STATUTORY REPORT
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

BY NATURE OR TYPE

	Ref Note	Original budget	Amended Annual Budget	YTD Amended Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
			\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1	2,708,224	2,708,224	2,708,224	2,584,160	(124,064)	(5%)	
Revenue from operating activities								
Rates		1,942,098	1,942,098	1,942,098	1,955,115	13,017	1%	
Operating Grants, Subsidies and Contributions	6	1,478,268	1,461,059	1,461,059	4,304,928	2,843,869	195%	overbudget
Fees and Charges		596,442	578,442	578,442	632,199	53,757	9%	
Interest Earnings		37,193	87,193	87,193	182,398	95,205	109%	overbudget
Other Revenue		76,000	123,150	123,150	112,835	(10,315)	(8%)	
Profit on Disposal of Assets		199,288	199,288	199,288	0			
		4,329,289	4,391,230	4,391,230	7,187,476			
Expenditure from operating activities								
Employee Costs		(2,108,259)	(2,079,530)	(2,079,530)	(1,944,044)	135,487	7%	
Materials and Contracts		(1,782,263)	(1,708,084)	(1,708,084)	(1,365,624)	342,460	20%	underbudget
Utility Charges		(289,750)	(306,250)	(306,250)	(258,854)	47,396	15%	underbudget
Depreciation on Non-Current Assets		(3,122,135)	(3,118,514)	(3,118,514)	(3,236,550)	(118,036)	(4%)	
Interest Expenses		(40,201)	(40,201)	(40,201)	(30,809)	9,393	23%	
Insurance Expenses		(224,400)	(224,400)	(224,400)	(216,439)	7,961	4%	
Other Expenditure		(17,000)	(92,000)	(92,000)	(61,030)	30,970	34%	underbudget
Loss on Disposal of Assets		(24,320)	(24,320)	(24,320)	0	24,320	100%	
		(7,608,328)	(7,593,299)	(7,593,299)	(7,113,349)			
Operating activities excluded from budget								
Add back Depreciation		3,122,135	3,118,514	3,118,514	3,236,550	118,036	4%	
Adjust (Profit)/Loss on Asset Disposal		(174,968)	(174,968)	(174,968)	0	174,968	(100%)	
Movement in Local Government House Trust		0	0	0	(3,686)	(3,686)		
Non-cash amounts excluded from operating activities		2,947,167	2,943,546	2,943,546	3,232,864			
Amount attributable to operating activities		(331,872)	(258,523)	(258,523)	3,306,991			
Investing activities								
Non-operating grants, subsidies and contributions	6	6,060,601	6,060,601	6,060,601	2,050,398	(4,010,203)	(66%)	underbudget
Proceeds from Disposal of Assets		370,000	370,000	0	0	0		
Capital acquisitions	5	(8,819,611)	(8,819,611)	(8,851,112)	(3,553,821)	5,297,291	60%	underbudget
Amount attributable to investing activities		(2,389,010)	(2,389,010)	(2,790,511)	(1,503,423)			
Financing Activities								
Self-Supporting Loan Principal		15,546	15,546	0		0		
Transfer from Reserves		909,737	909,737	0	0	0		
Repayment of Debentures		(74,876)	(74,876)	(74,876)	(74,876)	0	0%	
Transfer to Reserves		(837,749)	(837,749)	(601,246)	(601,246)	0	0%	
Amount attributable to financing activities		12,658	12,658	(676,122)	(676,122)			
Closing Funding Surplus (Deficit)	1	0	73,349	(1,016,932)	3,711,605			

KEY INFORMATION

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.

STATUTORY REPORT
NOTES TO THE STATEMENT OF FINANCIAL
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES
NOTE 1
ADJUSTED NET CURRENT ASSETS

	Ref Note	UNAUDITED 30 June 2022	This Time Last Year 30 Jun 2022	Year to Date Actual 30 Jun 2023
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	3	4,514,147	4,514,147	5,052,298
Cash Restricted	3	4,133,569	4,133,567	4,734,815
Receivables - Rates	4	100,263	100,263	58,839
Receivables - Other	4	157,446	157,447	49,899
Loans receivable		15,546	15,546	0
Net GST receivable/(payable)		54,667	54,667	39,658
Inventories		13,371	13,372	13,372
		8,989,009	8,989,008	9,948,882
Less: Current Liabilities				
Payables		(723,705)	(713,009)	(29,343)
Provisions - employee		(340,620)	(340,620)	(340,620)
Long term borrowings		(74,875)	(74,875)	0
Contract Liability		(1,206,955)	(1,206,955)	(1,132,498)
		(2,346,155)	(2,335,459)	(1,502,460)
Unadjusted Net Current Assets		6,642,854	6,653,549	8,446,421
Adjustments and exclusions permitted by FM Reg 32				
Restricted cash	3	(4,133,569)		(4,734,815)
Less: Loans receivable			(15,546)	
Add : Long Term Borrowings		74,875	74,875	0
Adjusted Net Current Assets		2,584,160	6,712,879	3,711,604

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

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

This Year YTD

Surplus(Deficit)

\$3.71 M

Last Year YTD

Surplus(Deficit)

\$6.71 M

STATUTORY REPORT

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 2

EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2022/23 year is at least \$25,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Operating Grants, Subsidies and Contributions	2,843,869	195% overbudget		Permanent	2024 Federal Assistance Grants prepaid in June 2023
Interest Earnings	95,205	109% overbudget		Permanent	Interest earnings are higher than YTD budget due to higher interest rates on invested funds than budgeted.
Expenditure from operating activities					
Materials and Contracts	342,460	20% underbudget		Timing	Prodominantly due to projects that have been rolled over to 2024
Utility Charges	47,396	15% underbudget		Permanent	Variance predominantly due to underspending on oval and pool water.
Other Expenditure	30,970	34% underbudget		Timing	Variance prodominantly due to underspend on community benefit fund, in addition to several other miscellaneous accounts being under budget.
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(4,010,203)	(66%) underbudget		Timing	R2R deficit - \$867k LRCI deficit - \$1.73m WSFN deficit - \$1.51m
Capital Acquisitions	5,297,291	60% underbudget		Timing	Refer to Note 5 for project details.
Financing Activities					

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS

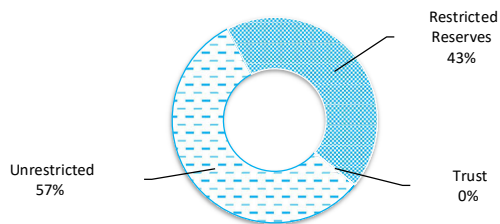
Cash and Investments	Unrestricted	Restricted Reserves	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
At Call Deposits							
Municipal Fund	5,534,531	252,582	0	5,787,113	Bankwest	0.10%	
Term Deposits							
Reserve Investment - Term Deposit CBA 38420506		4,000,000		4,000,000	CBA	5.13%	15/09/2023
Total	5,534,531	4,252,582	0	9,787,113			

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION

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.



Total Cash

\$9.79 M

Unrestricted

\$5.53 M

All Restricted Reserve funds held are restricted by this Council. There are no funds held in this Category that are restricted by other legislation.

NOTES TO THE STATEMENT OF FINANCIAL
ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES

NOTE 4
RECEIVABLES

Rates Receivable including ESL and Rubbish	30 Jun 23
	\$
Opening Arrears	100,263
Levied this year	2,133,835
Less Collections to date	(2,175,254)
Equals Current Outstanding	58,839
Net Rates Collectable	58,839
% Collected	101.94%

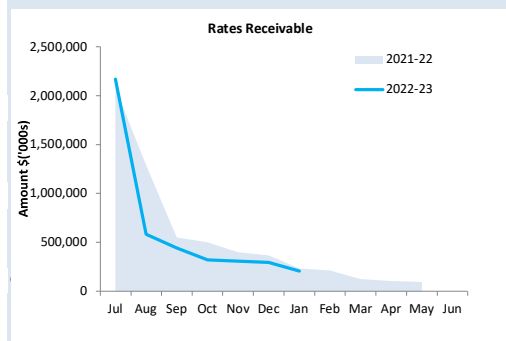
Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	49,342	524	140	3,376	53,382
Percentage	92%	1%	0%	6%	
Balance per Trial Balance					
Sundry debtors	49,342	524	140	3,376	53,382
Other receivable	(3,483)	0	0	0	(3,483)
Total Receivables General Outstanding					49,899

KEY INFORMATION

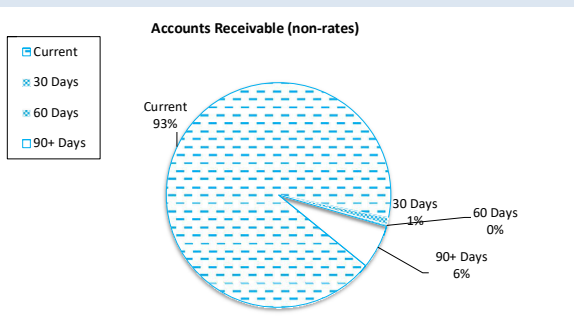
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

SIGNIFICANT ACCOUNTING POLICIES

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



Rates Received	Rates Due
102%	\$58,839



Debtors Due
\$49,899
Over 30 Days
8%
Over 90 Days
6%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

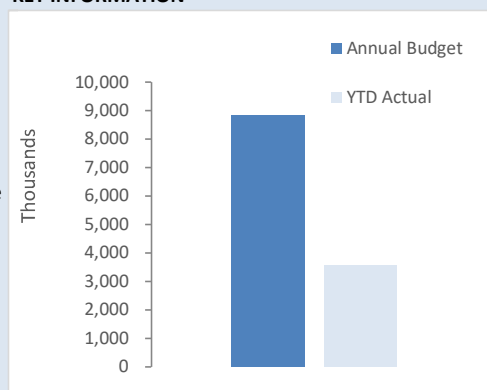
**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Original Budget	Current		YTD Actual Total	YTD Budget Variance
		Annual Budget	YTD Budget		
		\$	\$	\$	\$
Buildings	986,459	986,459	986,459	238,584	(747,875)
Plant & Equipment	1,154,180	1,154,180	1,154,180	67,570	(1,086,610)
Furniture & Equipment	276,842	276,842	276,842	36,090	(240,752)
Infrastructure - Roads	5,582,597	5,582,597	5,614,098	2,817,183	(2,796,915)
Parks, Gardens, Recreation Facilities	769,533	769,533	769,533	394,394	(375,139)
Other Infrastructure	50,000	50,000	50,000	0	(50,000)
Capital Expenditure Totals	8,819,611	8,819,611	8,851,112	3,553,821	(5,297,291)
Funding of Capital Acquisitions:					
		\$	\$		
Capital grants and contributions	6,060,601	6,060,601	6,060,601	2,050,398	(4,010,203)
Borrowings	370,000	370,000	0	0	0
Other (Disposals & C/Fwd)	0	0	0	0	0
Contribution from Rates and other revenue	2,389,010	2,389,010	2,790,511	1,503,423	(1,287,088)
Capital Funding Total	8,819,611	8,819,611	8,851,112	3,553,821	(5,297,291)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$8.82 M	\$3.55 M	40%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$6.06 M	\$2.05 M	34%

	Account Number	Original Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Buildings Specialised							
	2055	120,000	120,000	120,000	31,863	(88,137)	Only some design work done, project delayed to 2024
Administration Office and Chambers Refurbishment - stage 1							
	2119	75,000	75,000	75,000	0	(75,000)	Project delayed to 2024.
Hall Accessibility Upgrades LRCI phase 3A							
	2093	116,230	116,230	116,230	82,041	(34,189)	Project delayed to 2024.
Townhall upgrades LRCI phase 3							
	2101	115,229	115,229	115,229	124,340	9,111	Project completed in 2023.
Old Church Hall Stage 2 Phase 3							
	2117	30,000	30,000	30,000	260	(29,740)	Project delayed.
Depot Amenities Upgrade							
	2116	30,000	30,000	30,000	56	(29,944)	Project delayed to 2024.
Stormwater Harvesting Project							
Sub Total		486,459	486,459	486,459	238,559	(247,900)	
Building - Non Specialised							
	2045	500,000	500,000	500,000	26	(499,974)	Project delayed to 2024
Shire Staff Housing Construction formally Cheetham way New Residence							
Sub Total		500,000	500,000	500,000	26	(499,974)	
Total Buildings							
		986,459	986,459	986,459	238,584	(747,875)	
Furniture and Equipment							
	2043	10,000	10,000	10,000	2,194	(7,806)	Project delayed to 2024.
Administration Server							
	2096	0	0	0	31,997	31,997	Complete.
Altus payroll package							
	2123	116,842	116,842	116,842	0	(116,842)	Project delayed.
Vehicle Charging Station							
	2121	150,000	150,000	150,000	1,900	(148,100)	Project delayed to 2024.
Swimming Pool Heating LRCI phase 3A							
Sub Total		276,842	276,842	276,842	36,090	(240,752)	
Total Furniture and equipment							
		50,000	50,000	50,000	41,243	(8,757)	Project mostly completed; finalisation expected early 2024.
LRCI 3 - Electronic sign and trailer	2094						
Replace Skeleton Weed ute	2041	70,000	70,000	70,000	0	(70,000)	Project sold to Goomalling - vehicle won't be purchased
Prime Mover NB7704	2102	315,000	315,000	315,000	0	(315,000)	Ordered, expected to arrive by September 2023
Prime Mover NB6079	2103	315,000	315,000	315,000	0	(315,000)	Ordered, expected to arrive by September 2023
Howard Porter Side Tipper	2087	120,000	120,000	120,000	0	(120,000)	Project cancelled.
Electronic fuel management system	2095	30,000	30,000	30,000	15,727	(14,273)	Ordered and delivered.
Replacement Vehicle - Mechanic	2064	50,000	50,000	50,000	0	(50,000)	Ordered, expected early 2024.
Toyota Prado - Works Manager	2115	60,000	60,000	60,000	0	(60,000)	Ordered, delivery delayed due to supply chain issues.
Pohlnier roller modifications	2105	15,000	15,000	15,000	0	(15,000)	Not ordered, due June 2024
Toro Reelmaster Mower	2106	64,010	64,010	64,010	0	(64,010)	Delivered in July 2023.
Heavy Duty Car Trailer	2107	15,000	15,000	15,000	10,600	(4,400)	Not ordered, due June 2024
Tri-Axle Dolly	2108	35,000	35,000	35,000	0	(35,000)	Not ordered, due June 2024
Ute Mounted Boom Spray	2109	15,170	15,170	15,170	0	(15,170)	Not ordered, due June 2024
Fire Prevention Plant & Equipment Purchases	5124030	0	0	0	0	0	
Sub Total		1,154,180	1,154,180	1,154,180	67,570	(1,086,610)	
Total Plant and equipment							

	Account Number	Original Budget	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Infrastructure - Roads							
	2062	914,207	914,207	914,207	463,346	(450,861)	Underspend to be rolled over to 2024.
	2079	179,481	179,481	179,481	116,476	(63,005)	Currently ongoing
	2080	913,000	913,000	913,000	585,454	(327,546)	Currently ongoing; second coat seal due 2024.
	2081	145,987	145,987	145,987	71,045	(74,942)	Currently ongoing; second coat seal due 2024.
	2082	110,000	110,000	110,000	55,312	(54,688)	Currently ongoing
	2083	0	0	0	18,194	18,194	Currently ongoing
	2084	35,815	35,815	35,815	5,361	(30,454)	Currently ongoing
	2015	718,499	750,000	750,000	743,542	(6,458)	Largely completed, small incidentals due for invoicing in July 2023.
	G136	90,000	90,000	90,000	79,246	(10,754)	Largely completed.
	2091	241,065	241,065	241,065	14,525	(226,540)	Project delayed to 2024.
	2122	120,000	120,000	120,000	0	(120,000)	Project delayed to 2024.
	2114	520,000	520,000	520,000	497,333	(22,667)	Completed December 2022.
	2110	267,697	267,697	267,697	594	(267,103)	Delayed to 2024
	2111	1,035,871	1,035,871	1,035,871	3,089	(1,032,782)	Delayed to 2024
	2112	186,224	186,224	186,224	100,627	(85,597)	Currently ongoing
	2113	104,751	104,751	104,751	63,037	(41,714)	Currently ongoing
	Total Roads	5,582,597	5,614,098	5,614,098	2,817,183	(2,796,915)	
Other Infrastructure							
	2118	50,000	50,000	50,000	0	(50,000)	Delayed to 2024
	Total Other Infrastructure	50,000	50,000	50,000	0	(50,000)	
Infrastructure - Parks & Gardens							
	1430	171,761	171,761	171,761	140,105	(31,656)	
	2092	350,000	350,000	350,000	34,088	(315,912)	Bulk of project likely to occur in 2024
	2070	16,090	16,090	16,090	17,700	1,610	
	2090	49,955	49,955	49,955	47,025	(2,930)	
	2120	35,000	35,000	35,000	0	(35,000)	Delayed to 2024
	2046	146,727	146,727	146,727	155,107	8,380	
	Total Parks & Gardens	769,533	769,533	769,533	394,394	(375,139)	
	TOTAL CAPITAL ACQUISITIONS	8,819,611	8,851,112	8,851,112	3,553,821	(5,297,291)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 6
GRANTS AND CONTRIBUTIONS

Grants and Contributions

		Current			
	Annual Budget	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Operating grants, subsidies and contributions					
General Purpose funding					
Financial Assistance Grant - General portion	330,828	330,828	330,828	2,047,528	1,716,700
Financial Assistance Grant - Roads portion	146,696	146,696	146,696	1,158,987	1,012,291
	477,524	477,524	477,524	3,206,514	2,728,990
Law, Order and Public Safety					
Bush Fire Brigade Operating Grant	9,860	-14,360	-14,360	16,414	30,774
	9,860	-14,360	-14,360	16,414	30,774
Community Amenities					
CRC Grants and Contributions	165,000	200,000	200,000	242,144	42,144
SOCK Week Grant	0	-25,000	-25,000	25,000	50,000
	165,000	200,000	200,000	242,144	42,144
Recreation and Culture					
Recreation and sport funding	20,045	20,045	20,045	0	(20,045)
Library operating grants	750	750	750	0	(750)
	20,795	20,795	20,795	0	(20,795)
Transport					
Main Roads Direct Grant	217,577	217,577	217,577	231,826	14,249
Airfield Contributions	0	0	0	4,901	4,901
Heavy Vehicle Road Maintenance Contributions	400,000	400,000	400,000	431,416	31,416
	617,577	617,577	617,577	668,143	50,566
Economic Services					
Skeleton weed grant funding	183,012	105,803	105,803	105,803	0
	183,012	105,803	105,803	105,803	0
Operating grants, subsidies and contributions Total	1,473,768	1,407,339	1,407,339	4,239,018	2,831,679
Non-operating grants, subsidies and contributions					
Recreation and Culture					
LRCI Grant Funding	1,733,857	1,733,857	1,733,857	0	(1,733,857)
Contributions received (Narembeen Bowling Club)	146,727	146,727	146,727	141,753	(4,974)
	1,880,584	1,880,584	1,880,584	141,753	-1,738,831
Transport					
Regional Road Group Grant funding	415,333	415,333	415,333	361,359	(53,974)
Roads to Recovery grant funding	867,841	867,841	867,841	0	(867,841)
Black Spot Funding - Income	332,801	332,801	332,801	382,401	49,600
Wheatbelt Secondary Freight Network	2,564,042	2,564,042	2,564,042	1,049,378	(1,514,664)
	4,180,017	4,180,017	4,180,017	1,793,139	(2,386,878)
Non-operating grants, subsidies and contributions Total	6,060,601	6,060,601	6,060,601	1,934,892	(4,125,709)
Grand Total	7,534,369	7,467,940	7,467,940	6,173,910	(1,294,030)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 7
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Original Budget	Amended Budget	Increase in surplus	Decrease in surplus	Amended Budget Surplus Running Balance
						\$	\$	\$
			Opening Surplus					
5123000	ESL contributions	7563/22		4,500	-	-	4,500	(4,500)
5124000	ESL contributions	7563/22		9,860	14,360	4,500	-	-
1052120	CRC grants	7563/22		165,000	200,000	35,000	-	35,000
1052125	CRC SOCK Week Grant	7563/22		-	25,000	25,000	-	60,000
1312300	Grant funding	7563/22		183,012	105,803	-	77,209	(42,209)
1131218	Community benefit fund	7563/22		40,000	50,000	10,000	-	(32,209)
9221011	Housing income	7563/22		18,000	-	-	18,000	(50,209)
3323000	Interest earnings	7563/22		20,000	70,000	50,000	-	(209)
3320002	Fair value adjustment	7563/22		-	3,686	3,686	-	3,477
4122000	Reimbursement of fees (Roe ROC conference)	7563/22		-	2,555	2,555	-	6,032
4211021	Admin building maintenance	7563/22		(38,202)	(2,988)	35,214	-	41,246
9111034	Building maintenance (employee housing)	7563/22		(6,822)	(90)	6,732	-	47,978
1311101	Skeleton weed employee costs	7563/22		(96,843)	(97,855)	-	1,012	46,966
1431170	Employee housing allowance	7563/22		(47,320)	(31,900)	15,420	-	62,386
4211300	Admin office computer expense	7563/22		(30,000)	(15,000)	15,000	-	77,386
4217000	Admin office staff recruitment	7563/22		-	(7,000)	-	7,000	70,386
4212200	Asset revaluation	7563/22		(45,000)	(65,000)	-	20,000	50,386
9111035	15 Northmore (staff)	7563/22		-	(5,000)	-	5,000	45,386
9111027	15 Northmore	7563/22		(4,500)	(859)	3,641	-	49,027
1041102	CRC projects	7563/22		(51,100)	(75,000)	-	23,900	25,127
1151104	Community events	7563/22		(7,500)	(17,500)	-	10,000	15,127
1131125	Ski Lake planning and development	7563/22		(50,000)	(80,000)	-	30,000	(14,873)
1311102	Skeleton weed operating costs	7563/22		(87,250)	(8,996)	78,254	-	63,381
1321101	Caravan park maintenance	7563/22		(128,434)	(160,000)	-	31,566	31,815
1361100	Standpipe maintenance	7563/22		(18,500)	(35,000)	-	16,500	15,315
1441400	Parts and repairs	7563/22		(147,500)	(100,000)	47,500	-	62,815
1311400	Skeleton weed depreciation	7563/22		(10,464)	(6,843)	3,621	-	66,436
1511211	Grant funding disbursed	7563/22		-	(15,000)	-	15,000	51,436
1133101	Community benefit fund	7563/22		(50,000)	(60,000)	-	10,000	41,436
1042400	Sale of land	7563/22		-	30,909	30,909	-	72,345
2124	26 Hilton Way	7563/22		-	(10,000)	-	10,000	62,345
2125	16 Hilton Way	7563/22		-	(100,000)	-	100,000	(37,655)
2041	Skeleton weed vehicle replacement	7563/22		(70,000)	-	70,000	-	32,345
2015	Latham street	7563/22		(707,586)	(750,000)	-	42,414	(10,069)
2126	Naremben oval	7563/22		-	(10,000)	-	10,000	(20,069)
House Reserves	Housing reserve	7563/22		-	(30,000)	-	30,000	(50,069)
						437,032	462,101	(25,069)

ATTACHMENT – AGENDA ITEM 8.2.5
Schedule of Accounts – June 2023

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
	Accwest Pty Ltd		
EFT16723	Audit - Assistance with Annual and monthly reports		3,850.00
	Astrotourism WA Pty Ltd		
EFT16724	EDO - Astrotourism Towns Membership 2023/24		3,740.00
	Australian Services Union		
EFT16725	Payroll Deductions/Contributions		23.90
	Australian Taxation Office		
EFT16726	ATO, BAS for October 22 - April 23		120,154.00
	Bridgetown Family & Community Centre Inc		
EFT16727	CRC - SOCK Week 2023 Grant Program - Bridgetown Hub		450.00
	Bronwyn Cowley		
EFT16728	REFUND - Gym Card Bond		50.00
	Chris Bray Electrics Pty Ltd		
EFT16729	Air Strip - instal new switchboard with RCDs and install main earthing conductor etc.		2,535.50
	Copier Support		
EFT16730	Admin - Copy/Printing Services - 26/04/2023 - 24/05/2023		1,091.68
	Department Of Fire And Emergency Services (DFES)		
EFT16731	DFES - ESL 4th Qtr Contribution - 2022/23		5,542.80
	Department of Communities		
EFT16732	REFUND - Caravan Park - accommodation		340.00
	GSG WA Pty Ltd (Narembeen Roadhouse)		
EFT16733	Roadhouse Fuel Purchases - March 2023		241.84
	Ian Christophersen		
EFT16734	REFUND - Caravan Park - Accommodation Cancellation		90.00
	JTAGZ		
EFT16735	Animal Control - Dog Tags		203.50
	Kalannie Community Resource Centre Inc		
EFT16736	CRC - SOCK Week 2023 Grant Program		1,250.00
	Liberty Oil Rural Pty Ltd		
EFT16737	Depot - Supply and deliver 4000 litres low sulphur diesel		6,604.00
	Merredin Freightlines		
EFT16738	Works - Freight Charges		1,514.37
	Metro Count		
EFT16739	Works - Supply and deliver 2 x field kits		913.00
	Mint Sweeping T/As Kalamunda Sweeping		
EFT16740	Works - Street sweeping - 17th May 2023		1,900.00
	Narembeen District High School		
EFT16741	Ramelius Resources and Shire of Narembeen Community Benefit Fund Recipient March 2023		1,800.00
	Office of Regional Architecture		
EFT16742	Shire of Narembeen Office Refurbishment - Design Stage 20%		3,960.00
	Office of the Auditor General		
EFT16743	Fee's for the Certification of the Roads to Recovery funding		1,650.00
	P M Services Narembeen		
EFT16744	Waste Transfer Station Management - 13/05/2023-26/05/2023		2,592.00
	PC & JE Kennedy		
EFT16745	EDO - Walker Lake - Bollard supply and install		3,630.00
	Petchell Mechanical		
EFT16746	Depot - parts for plant maintenance		1,596.39
	Marmalade Enterprises Pty Ltd T/A QTM Eletrical and Civil		
EFT16747	Reconnect CCTV and replace 4 light poles		39,910.10

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT16748	Qbit Trading Company Pty Ltd Qbit - Review and complete LGIS cybersecurity questionnaire for 2023 renewals		726.00
EFT16749	Regional Development Australia EDO - 2023-2024 Grant Guru Subscription		550.00
EFT16750	Repcos a division of GPC Asia Pacific Pty Ltd Depot - parts for plant maintenance		1,595.72
EFT16751	Ron Bateman And Co Depot - parts for plant maintenance		844.29
EFT16752	Sheridans Badges and Engraving (Trustee for MAJ Trust) Councillors - Photo Plaque		151.80
EFT16753	Shire Of Corrigin Roe Regional Environmental Health Services Scheme - April 2023		4,310.90
EFT16754	Shire Of Kalamunda Building Consultant Services - 01/02/2023 - 24/05/2023		242.75
EFT16755	St Johns Ambulance Australia Depot - First Aid Equipment - Defib		2,450.00
EFT16756	Swastik Shree Pty Ltd (ALLSTAMPS) CRC - Self-inking RED Stamp Shire of Narembreen		48.58
EFT16757	Team Global Express Pty Ltd CRC - Library - Freight Charges		18.00
EFT16758	The Trustee for the KFarms Trlust T/A Lucinda's Everlastings EDO - Town Beautification project - Large Garden package		198.00
EFT16759	WA Contract Ranger Services WA Contract Ranger Weekly Services - 15/05/2023 - 22/05/2023		679.25
EFT16760	Westrac Equipment Pty Ltd Depot - parts for plant maintenance		1,348.12
EFT16761	Willway Plumbing and Gas 3/31 Currall Street - plumbing repairs		683.38
EFT16762	Wurth Australia Pty Ltd Depot - Parts for plant maintenance		483.40
EFT16763	A-Team Printing CRC - Narembreen Golf Club - Customer Merchandise - Score Card booklets x1000		610.50
EFT16764	AFGRI Equipment Australia Pty Ltd Depot - parts for plant maintenance		2.16
EFT16765	AMAC Mechanical Depot - parts for plant maintenance		330.00
EFT16766	Aust Post Amin - Postage Charges		40.52
EFT16767	Australia Day Council Of WA Australia Day Gold Membership 2023-2024		720.00
EFT16768	Australian Services Union Payroll Deductions/Contributions		23.90
EFT16769	Avon Valley Nissan and Mitsubishi Depot - parts for plant maintenance		314.37
EFT16770	Avon Waste Avon Waste - Domestic Rubbish Collection - May 2023		16,358.36
EFT16771	Boc Gases Depot - Workshop Consumables - Gas		55.55
EFT16772	Combined Pest Control Wa Annual Termite Inspection of Residential & Commercial Buildings, Spider Fly & mosquito Service 16 Hilton Way 6,565.90		

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
	Corsign WA PTY LTD		
EFT16774	Works - Traffic Calming Speed Hump		1,408.00
	Cunderdin Community Resource Centre Inc.		
EFT16775	CRC - SOCK Week 2023 Grant Program		1,170.00
	Element Advisory Ptd Ltd		
EFT16776	EDO - Mainstreet Revitalisation Concept Plan (LCRI Phase 3)		8,438.38
	Emma Marce Miolini		
EFT16777	CRC - Morning Coffee Club - Cake Workshop		200.00
	Fusion Communications Services		
EFT16778	Annual CCTV Service and Support Agreement April 23 to April 24		4,906.00
	Kununurra Neighbourhood House		
EFT16779	CRC - SOCK Week 2023 Grant Program		1,131.85
	LG Assist ANZ Pty Ltd		
EFT16780	CRC Coordinator - Recruitment - Advertising - LG Assist		330.00
	Landgate		
EFT16781	Landgate - Rural UV General Revaluation 2022/2023		7,387.05
	Laura Cala		
EFT16782	REFUND - Town Hall Hire Bond		105.00
	Lynda Cornish		
EFT16783	REIMBURSEMENT - CRC Youth Leadership Forum - Lollies		79.45
	Naremben Engineering & Steel		
EFT16784	Depot - 1x New heavy duty car trailer		13,332.00
	Naremben Hardware And Ag Supplies Pty Ltd		
EFT16785	Parks & Gardens - Plants and Shrubs		3,035.75
	Naremben IGA		
EFT16786	CRC - Cheese, Chatter, Canvas - Catering		419.40
	Naremben P & C Association		
EFT16787	CRC - Youth Leadership Forum - Catering		1,700.00
	Narrogin Carpets and Curtains		
EFT16788	Recreation Centre - Replacement of Blinds		3,437.50
	Nathan Want		
EFT16789	CRC - Youth Leadership Forum - speaker		1,695.24
	Ness Gas Supplies		
EFT16790	Caravan Park - Gas Bottle		540.00
	Nyaluak Monykuer		
EFT16791	REFUND - Gym card bond		50.00
	P M Services Naremben		
EFT16792	Waste Transfer Station Management - 28/05/2023 - 09/06/2023		2,592.00
	PC & JE Kennedy		
EFT16793	EDO - Lesser Hall - Installation of the Jordan Spriggs Draught Horse		2,420.00
	PetrolTec Pty Ltd		
EFT16794	Depot - Supply and Install fuel management system		17,216.10
	R . E. George		
EFT16795	Works - Excavator Hire - Drain Desilt		9,240.00
	RG Gilbert and KJ Hindmarsh		
EFT16796	Reed Churchill Street - All eaves to be painted		6,000.00
	Repcos a division of GPC Asia Pacific Pty Ltd		
EFT16797	Depot - Parts For Plant Maintenance		165.33
	Ron Bateman And Co		
EFT16798	Depot - parts for plant maintenace		451.00
	Shire Of Corrigin		
EFT16799	Roe Regional Environmental Health Services Scheme - May 2023		3,276.60

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT16800	Shire of Upper Gascoyne CRC - SOCK Week 2023 Grant Program - Gascoyne Junction CRC		1,250.00
EFT16801	Talis Consultants Consultancy Services - 5 Year Revaluation of Council's Road Network		20,115.27
EFT16802	Team Global Express Pty Ltd Freight Charges - Depot & Library		216.20
EFT16803	The Narembreen Cafe CRC - CWP Meeting May 2023		120.00
EFT16804	The Trustee for Nicholson Family Trust T/A Inspired by LORIN CRC - Narembreen Youth Leadership Forum Wed 31/05/2023		1,650.00
EFT16805	Town Planning Innovations General Planning Services - May 2023 - Planning consultant services - March 2023 to 31 June 2023		288.75
EFT16806	Trayning Primary School CRC - SOCK Week 2023 Grant Program		100.00
EFT16807	Trustee for J & S Baldwin Trust Depot - parts for plant maintenance		5,355.00
EFT16808	Vanessa Ford REFUND - Gym card bond		50.00
EFT16809	WA Contract Ranger Services WA Contract Ranger Weekly Services - 29/05/2023 - 06/06/2023		940.50
EFT16810	Western Australian Treasury Corporation Loan No. 127E Interest payment - SSL - Narembreen Aged Homes		2,475.70
EFT16811	Westrac Equipment Pty Ltd Depot - parts for plant maintenance		484.12
EFT16812	Wheatbelt Uniforms Signs and Safety Councillors - Uniform		502.72
EFT16813	Willway Plumbing and Gas Town Oval - Install and program master solenoid		5,912.50
EFT16814	Wurth Australia Pty Ltd Depot - parts for plant maintenance		331.49
EFT16815	Building and Energy Department of Mines,industry regulation and safety BA 23-10 NICOLETTI		859.11
EFT16816	Housing and Transport Services Department of Education 26 THOMAS ST- HOUSING AND TRANSPORT		1,140.00
EFT16817	Narembreen Shire Council BA 23-10 NICOLETTI		5.00
EFT16818	A-Team Printing CRC - Shire of Narembreen Waste Station Calendar 2023/24 (x450)		518.10
EFT16819	Australia's Golden Outback 2023/2024 Membership - Australias Golden Outback		350.00
EFT16820	Australian Services Union Payroll Deductions/Contributions		23.90
EFT16821	Bovell Surveys Pty Ltd Works - Survey Setout - Narembreen-Kondinin Road		4,939.00
EFT16822	Central Wheatbelt Visitor Centre (Shire of Merredin) Central Wheatbelt Visitors Centre - Annual Membership 2022/2023		197.00
EFT16823	Chris Bray Electrics Pty Ltd Caravan Park - investigate and repair power supply issues to powered sites		121.00
EFT16824	Christopher David Bray Cr C Bray - Councillor Sitting Fees - February to June 2023		995.00
	Connelly Images		

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
	Connelly Images		
EFT16825	CRC - Brass Plaque for SOCK Week		352.00
	Cr Amy Hardham		
EFT16826	Cr A Hardham - Councillor Sitting Fees - February to June 2023		745.00
	HOLLY ANNE CUSACK		
EFT16827	Cr H Cusack - Councillor Sitting Fees and Travel Expenses - February to June 2023		1,039.42
	It Vision Australia Pty Ltd		
EFT16828	Renew SynergySoft & Universe Annual License Fees 01/07/2023 - 30/06/2024		46,235.19
	JLT Risk Solutions Pty Ltd		
EFT16829	Regional Risk Co-ordinator Fees January 2023 - June 2023		4,944.05
	Kellie Jane Mortimore		
EFT16830	Cr K Mortimore - Councillor Sitting Fees and Travel Expenses - February to June 2023		5,101.72
	Marketforce		
EFT16831	Advertising in West Australian - 4 & 18 March - Colour		2,681.57
	Michael Jeffrey Currie		
EFT16832	Cr M Currie - Councillor Sitting fees - February to June 2023		1,080.00
	Mint Sweeping T/As Kalamunda Sweeping		
EFT16833	Works - Street Sweeping - 15th June 2023		1,900.00
	Naremben Engineering & Steel		
EFT16834	Depot - Repairs Spreader Hitch		258.50
	Ness Gas Supplies		
EFT16835	Admin - Gas Bottle		70.00
	Njaki - Njaki Aboriginal Cultural Tours		
EFT16836	CRC - NAIDOC Week/School Holiday - Cultural Tour		385.00
	Office of Regional Architecture		
EFT16837	Shire of Naremben Office Refurbishment - Design Stage 30% - 50%		7,936.20
	PC & JE Kennedy		
EFT16838	EDO - Lesser Hall - Pathway and Kerbing		4,510.00
	Pennant House		
EFT16839	Admin - Shire of Naremben Flags		1,028.50
	QC Ultimate Clean		
EFT16840	Gym - carpet cleaning		766.15
	Qbit Trading Company Pty Ltd		
EFT16841	Admin - Qbit - IT Managed Services - July 2023		4,055.04
	RGB Industries		
EFT16842	EDO - Old Church Museum - Flood mount light gaurds		690.65
	Repcos a division of GPC Asia Pacific Pty Ltd		
EFT16843	Depot - Parts for plant maintenance		557.90
	SMEC Australia PTY LTD		
EFT16844	Ski Lake - Consulting Services for period 01/04/2023 - 31/05/2023		3,113.55
	Samantha Nation		
EFT16845	Gym Card Bond Refund		50.00
	Scott William Stirrat		
EFT16846	Cr S Stirrat - Councillor Sitting Fees and Travel Expenses - February to June 2023		3,354.81
	Shire of Toodyay		
EFT16847	CRC - SOCK Week 2023 Grant Program		775.50
	Sigma Chemicals		
EFT16848	Swimming Pool - Chemicals		123.20
	Team Global Express Pty Ltd		
EFT16849	Freight Charges - Depot & Library		34.31
	Trevor Wayne Cole		
EFT16850	Cr T Cole - Councillor Sitting Fees - February to June 2023		1,080.00
	Trustee for J & S Baldwin Trust		

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
EFT16851	Trustee for J & S Baldwin Trust Depot - Community Bus tyre repair		45.00
EFT16852	Warren Hendy Milner Cr W Milner - Councillor Sitting Fees - Febraury to June 2023		1,165.00
EFT16853	West Arthur Community Resource Centre Inc. CRC - SOCK Week 2023 Grant Program - West Arthur CRC		1,250.00
EFT16854	Westrac Equipment Pty Ltd Depot - Parts for plant maintenance		622.91
EFT16855	Willway Plumbing and Gas 15 Northmore Street- Repair - leak in laundry		379.50
DD11814.1	Beam Precision Superannuation Superannuation Payments 250523 - 070623		12,082.61
DD11822.1	Water Corporation Water Usage and Service Charges - June 2023		107.70
DD11822.2	Water Corporation Water Usage and Service Charges - June 2023		6,879.78
DD11822.3	Water Corporation Water Usage and Service Charges - June 2023		1,338.49
DD11822.4	Water Corporation Water Usage and Service Charges - June 2023		1,275.78
DD11822.5	Water Corporation Water Usage and Service Charges - June 2023		9,587.34
DD11822.6	Water Corporation Water Usage and Service Charges - June 2023		395.39
DD11822.7	Water Corporation Water Usage and Service Charges - June 2023		1,982.53
DD11822.8	Water Corporation Water Usage and Service Charges - June 2023		48.96
DD11823.1	Synergy - Western Power Power Usage and Service Charges - June 2023		588.73
DD11823.2	Synergy - Western Power Power Usage and Service Charges - June 2023		82.73
DD11823.3	Synergy - Western Power Power Usage and Service Charges - June 2023		4,094.81
DD11823.4	Synergy - Western Power Power Useage and Service Charges - June 2023		4,578.77
DD11823.5	Synergy - Western Power Power Usage and Service Charges - June 2023		1,426.14
DD11827.1	Telstra Phone Usage and Service Charges - June 2023		1,486.09
DD11828.1	Bankwest Credit Card Purchases 15 April - 15 May - CRC - Youth Leadership - catering		17,626.56
DD11828.2	Bunnings Group Limited Credit Card Purchases 15 April - 15 May - CEO - garage remote		98.91
DD11828.3	Merredin Flowers and Gifts Creidit Card Purchases 15 April - 15 May - CRC - Anzac Wreaths		973.50
DD11828.4	St Johns Ambulance Australia Credit Card Purchases 15 April - 15 May - Admin - Staff First Aid Training		640.00
DD11836.1	Commander Australia Pty Ltd Admin - Phone Usage and Service Charges - 22/4/2023 - 21/5/2023		68.51
300623	BANKFEES - BANK FEES BANK FEES OVER THE COUNTER		6.80
	BANKFEES - BANK FEES		

SHIRE OF NAREMBEEN
Creditors Payments List - period ended 30 June 2023

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Invoice Payment No	Name Invoice Description	INV Amount	Amount paid
	BANKFEES - BANK FEES		
300623	BANK FEES MAINTENANCE FEE		20.00
	BANKFEES - BANK FEES		
300623	LINE OF CREDIT FEE		150.00
	BANKFEES - BANK FEES		
300623	BANK FEES ELECTRONIC TRANSACTION FEE		29.80
	BANKFEES - BANK FEES		
300623	BANK FEES PAPER TRANSACTION FEE		6.20

REPORT TOTALS

Bank Code	Bank Name	TOTAL
MUNI	Municipal 5347926	544,554.23
TRUST	Trust 5347934	2,004.11
TOTAL		546,558.34

Credit Card Purchases 15 April - 15 May 2023

Payment Date 5 June 2023

CEO

Date	Account Code	Store	Amount
14/04/2023	1481110	The DEFIB Shop	\$ 798.77
26/04/2023	1441600	Shire of Narembene	\$ 5,793.90
05/05/2023	PO3038	Bunnings	\$ 98.91
TOTAL CEO CREDIT CARD PAYMENTS			\$ 6,691.58

EMCS

Date	Account Code	Store	Amount
15/04/2023	PO3098	BP	\$ 97.19
17/04/2023	113211010.2	ASIC	\$ 92.00
22/04/2023	PO3098	BP	\$ 108.19
24/04/2023	PO2878	Merredin Flowers	\$ 973.50
26/04/2023	1441600	Shire of Narembene	\$ 5,000.00
05/05/2023	PO 3042	St John Ambulance	\$ 640.00
TOTAL EMCS CREDIT CARD PAYMENTS			\$ 6,910.88

Works Manager

Date	Account Code	Store	Amount
26/04/2023	1221105	Narembene Hardware	\$ 21.00
03/05/2023	1431101	Shire of Narembene	\$ 46.85
TOTAL WORKS MANAGER CREDIT CARD PAYMENTS			\$ 67.85

Mechanic

Date	Account Code	Store	Amount
18/04/2023	2080	Narembene Hardware	\$ 18.90
18/04/2023	2080	Narembene Hardware	\$ 150.80
20/04/2023	PE688	Narembene Hardware	\$ 12.80
20/04/2023	1311110	Narembene Hardware	\$ 72.00
02/05/2023	PE184	Narembene Hardware	\$ 22.50

04/05/2023	2062	Naremben Roadhouse	Mechanic - fuel	\$ 160.79
08/05/2023	PE999	Church of Christ Naremben	Mechanic - workshop consumables	\$ 14.00
11/05/2023	PE688	Northam Glass	Mechanic - parts for plant maintenance	\$ 315.00
11/05/2023	PE67	Northam Glass	Mechanic - parts for plant maintenance	\$ 315.00
11/05/2023	PE121	Northam Glass	Mechanic - parts for plant maintenance	\$ 315.00
11/05/2023	1251100	Northam Glass	Mechanic - parts for plant maintenance	\$ 315.00
TOTAL MECHANIC CREDIT CARD PAYMENTS				\$ 1,711.79

CRC

Date	Account Code	Store		Amount
14/04/2023	PO 2957	FHLG Promotional	CRC - Event Youth Leadership - pens	\$ 319.41
18/04/2023	PO 2962	Promotion	CRC - Event Youth Leadership - Tote bags	\$ 765.94
20/04/2023	PO 2975	Narembene IGA	CRC - Youth Week - catering	\$ 151.16
20/04/2023	PO2976	Narembene IGA	CRC - Anzac Day 2023 - catering	\$ 162.19
21/04/2023	PO 2944	Mercure Hotel Perth	CRC - Refund for incorrect charge	-\$ 45.00
21/04/2023	PO 2979	Narembene IGA	CRC - Youth Week - catering	\$ 238.16
21/04/2023	PO 2980	Ap NarembeneLPO	CRC - Youth Week - prizes	\$ 180.00
24/04/2023	PO 2976	Narembene IGA	CRC - Anzac Day 2023 - catering	\$ 11.60
24/04/2023	PO 2985	NB Workers Hotel	CRC - Anzac Day 2023 - additional refreshments	\$ 60.96
25/04/2023	PO 2986	Narembene Roadhouse	CRC - Anzac Day 2023 - Ice for refreshments	\$ 9.00
25/04/2023	PO 2986	Narembene Roadhouse	CRC - Anzac Day 2023 - Ice for refreshments	\$ 14.50
26/04/2023	PO 2988	Aloft Perth	CRC - DPIRD Workshop - accommodation	\$ 469.20
28/04/2023	PO 3023	Narembene Roadhouse	CRC - Fuel	\$ 79.20
28/04/2023	PO 3022	Puma	CRC - Fuel	\$ 67.89
28/04/2023	PO 2988	Aloft Perth	CRC - DPIRD Workshop - accommodation - fees	\$ 32.48
28/04/2023	PO 3024	Big W	CRC - Mints for Youth Leadership Forum	\$ 11.00
01/05/2023	PO 3025	Peterkin Paper	CRC - Customer Merchandise - special paper	\$ 260.51
02/05/2023	PO 3021	Humanitix	CRC - Cheese, Chatter Canvas - tickets	\$ 894.80
03/05/2023	PO 3019	Narembene Club	CRC - Cheese, Chatter Canvas - catering	\$ 177.90
12/05/2023	PO 3070	Vistaprint	CRC - Youth Leadership Forum - magnets	\$ 95.97
TOTAL CRC CREDIT CARD PAYMENTS				\$ 3,956.87

142111500.287	Bankwest	Interest & Other Charges
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\$ 19,338.97

TOTAL CREDIT CARD PAYMENTS