



SHIRE OF NAREMBEEN

Agenda for the 631st Ordinary Council Meeting **19th July 2017**

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



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

COUNCIL CALENDAR		
Date	Time	Meeting
Wednesday 19 th July 2017	2.30pm	Ordinary Meeting of Council
Wednesday 16 th August 2017	2.30pm	Ordinary Meeting of Council
Wednesday 20 th September 2017	2.30pm	Ordinary Meeting of Council

JULY MEETING PROGRAMME	
2.00pm	Meeting with Bruce Lorrimar & Kimberley Edmonds – CORE Business Australia – Update on WANDRRA & Afternoon Tea
2.30pm	Ordinary Meeting of Council

MEETING GUESTS
Bruce Lorrimar & Kimberley Edmonds – CORE Business Australia

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NOTICE OF MEETING

To the President & Councillors,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the 631st Ordinary Meeting of Council has been convened for:

Date: Wednesday 19th July 2017

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

Commencing: 2.30pm

Chris Jackson
Chief Executive Officer
Date: 12th July 2017

DISCLAIMER

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

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



DECLARATION OF INTEREST FORM

TO: CHIEF EXECUTIVE OFFICER

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

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

FINANCIAL INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

CLOSELY ASSOCIATED PERSON AND IMPARTIALLY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

PROXIMITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

SIGNATURE: _____ DATE: _____

NOTES:

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

OFFICE USE ONLY:

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

CHIEF EXECUTIVE OFFICER: _____ DATED: _____

AGENDA

Shire of Narembeen Ordinary Council Meeting Wednesday 19th July 2017, commencing at 2.30pm

1.0 Opening & Welcome

2.0 Attendance & Apologies

Attendance

Councillors

Staff

Apologies

Approved leave of absence

3.0 Declarations of Interest

4.0 Announcements

4.1 Application for leave of absence

5.0 Public Question Time & Deputations (15 min)

Nil

6.0 Minutes of Previous Meetings

6.1 Confirmation of Minutes of Ordinary Meeting of Council

6.1.1 Confirmation of Minutes

Confirmation of Minutes from the Shire of Narembeen Ordinary Meeting held on Wednesday 21st June 2017.

RECOMMENDATION:

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 21st June 2017 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

That the minutes of the meeting of the Shire of Narembeen held Wednesday 21st June 2017 be confirmed as a true and accurate record of the proceedings.

CARRIED /

SHIRE OF NAREMBEEN - STATUS REPORT
For July 2017 Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6026/15	19-Aug-15		33 Thomas Street	That Council authorise the Chief Executive Officer to commence the process of selling 33 Thomas Street, Narembeen, for non-payment of rates by, auction or private sale. Should the property not sell within twelve months from the date of advertising, Council authorise the Chief Executive Officer to have the property transferred into the Shire's name.	Paperwork signed and sent.	Ongoing	CEO/EMCS
No Motion	21-Oct-15		Netball Courts	Cr Hardham - Netball fence doesn't match, should be considered in the future.	Included in 17/18 Budget.	Ongoing	CEO
6134/16	17-Feb-16	ADM535	Kondinin and Cramphorne Roads land acquisitions	Road Widening's/Land Resumption: 1. That Council make an offer of \$1,250 per hectare in exchange for the resumption of land into the Kondinin Narembeen Road and the Cramphorne Road reserves from the above property owners, as well as the rerouting of the Merredin Road land resumption. 2. That staff continue the process of amalgamation of land from these property owners in to the road reserve with the West Australian Planning Commission with the completion of the required Form 1A Application for Approval of Freehold or Survey Strata Subdivision.	Cramphorne - Approved Kondinin - Approved Awaiting approval for issue of new titles.	Ongoing	CEO
6164/16	16-Mar-16	ADM455	Rec Centre Power consumption	That Council: Narembeen Club - Outstanding Invoices 1. Approve a 10% reduction in the cost of electricity that has been billed to date providing a reduction of \$1,728 to compensate for power used as part of construction. 2. That staff be authorised to negotiate a repayment plan with the club for payment of the outstanding amount. 3. That staff and Councillors in consultation with the Narembeen Club Inc investigate options for the installation of solar panels to reduce or offset the cost of power consumption at the Narembeen Recreation Centre and work with the club for the introduction of a power usage plan/policy that look at ways to minimise the cost of electricity for the facility.	Solar panel installation program complete. Outstanding balance to be discussed at July meeting.	Completed	CEO/EMCS
6190/16	18-May-16	ADM420 ADM568	Merredin Road Information Bay	That Council: In consultation with any Tourism Group that may exist in Narembeen remove the Roadside Information Bay 5km out on the Merredin Road.	South Kummmin Tourist Stop currently being installed. K Stone assisting with installation of information panels.	Ongoing	CEO/EMCS
6273/16	21-Sep-16	ADM563	Permission to Consume Alcohol on Council Property	That Council note the information received from the Narembeen Police relating to the consumption of alcohol on Shire property and request that the State Solicitor provide formal written advice on the matter prior to the adoption of a new policy.	Delegated Authority in place.	Completed	CEO
6275/16	21-Sep-16	ADM541	Repeal By Laws and Review of Local Law	That Council commence the 8 year Local Law Review process in accordance with Section 3, 16 of the Local Government Act 1995 and authorise the Chief Executive Officer to give public notice as required.	Revised Local Laws to be prepared.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6278/16	21-Sep-16	ADM10	Emu Hill Public Cemetery	<p>1. That Council establish a Cemetery Working Group that will meet to consider the development of an Emu Hill Public Cemetery Master Plan.</p> <p>2. The plan is to take into account future land needs for grave sites, redevelopment of the Niche Wall to meet the required size requirements, signage and grave number plates, condition of the sealed entry and driveways, condition of vegetation on the site, future landscaping options, updating of the gazebo/sheiter signage, consider the advantages of establishment of a Friends of the Cemetery Group and any other matters considered relevant to the appearance and operation of the cemetery.</p> <p>3. The Working Group is to be made up of the following members: Cr Padfield, Cr Parsons, the Chief Executive Officer and two community members;</p> <p>4. The Working Group is to prepare a report for Council to be tabled no later than June 2017.</p>	Funding included in the 17/18 Budget.	Ongoing	CEO
6300/16	19-Oct-16	ADM505	Narembeen Community Precinct	<p>2. Establish a community precinct extension working group for the purposes of recommending a final design, tender specifications and project manager and appoint Councillors Cole, Parsons, Cowan and Hardham to the working group.</p>	Working group met on Monday 22nd May. Committee provided feedback on draft plans. Architect to provide conceptual plans.	Ongoing	CEO
6309/16	19-Oct-16	ADM557	Lesser Hall Interpretation Plan	<p>1. Authorise the Chief Executive Officer to engage suitable consultants to prepare grant applications for the implementation of the Narembeen Lesser Hall Interpretation Plan;</p> <p>2. Commission local artist Jordan Sprigg to sculpt the entry statement for the Interpretation Plan.</p>	<p>1. Second grant application for draught horse sculpture unsuccessful.</p> <p>2. Horse is currently being sculptured.</p>	Ongoing	CEO.
6339/16	21-Dec-16	ADM461	Directional Signage - Cnr Longhurst St & Latham Road	<p>That Council approve the concept for new signage and request the staff investigate the location options before proceeding.</p> <p>Reason for Change: Council want to ensure the signs are placed in the best possible location which may not be all at the intersection of Latham Road and Longhurst Street.</p>	<p>Stephen Carrick has provided suggestions for concepts and location options for signage and the intersections of Latham Rd & Longhurst St as well as the Latham Rd, Currall St, Churchill St intersection.</p> <p>Staff met with Tony Saurello, Roadswest he will be providing a fee proposal to re-design the intersection, along with a few other intersections in town.</p> <p>Until these works are undertaken the upgrade to signage will be put on hold.</p>	Ongoing	CEO/CED
6356/17	15-Feb-17	ADM591	Grain Discovery Centre & Roadhouse Lease	<p>Item to lay on the table until March Meeting.</p> <p>REASON FOR CHANGE: The draft lease agreement had a number of changes required on it.</p>	CEO to re-draft	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6360/17	15-Feb-17	ADM171	Integrated Planning & Reporting (IPR)	<p>That Council:</p> <ol style="list-style-type: none"> Commence a major review of the Shire of Narembreen Integrated Planning and Reporting (IPR) including the strategic community plan. Approve that the review is to include a Council workshop, community survey, a community meeting and regular updates in 'From the Chief'. Approve the following timeline: <ul style="list-style-type: none"> March 2017 - Councillors/staff workshop April 2017 - Community survey "letter drop" June/July 2017 - Community workshop March/December 2017 - Regular updates in "From the Chief" October 2017 - draft updated Integrated Planning and Reporting documents presented November 2017 - Council to adopt updated Integrated Planning and Reporting Documents Updated Integrated Planning and Reporting Documents advertised Engage Caroline Robinson to assist with the community consultation and preparation of the updated documents. 	<p>Advertising of the process has commenced.</p> <p>Community members invited to complete a survey to provide input on the plan, advertised from 12/4/17.</p> <p>Regular updates in Fencepost.</p> <p>Councillors workshop complete.</p> <p>Date for staff workshop to be determined</p>	Ongoing	CEO
6362/17	15-Feb-17	ADM495	Sporting Club Memorabilia - NB Club	<p>That Council offer in principle support to the Club for the sporting clubs to display some memorabilia.</p>	<p>Letter sent to Narembreen Club 23/2/17.</p>	Ongoing	CEO
6375/17	15-Feb-17	ADM461	Signage Maintenance	<p>The signs on the following road signs be replaced with the correct signage and other road names be checked:</p> <ul style="list-style-type: none"> - Yeomans Road on the Mt Walker North Road - Cosh Road - Rogers Road - Cusack Drive 	<p>To be discussed by Council at July meeting.</p> <p>All signs replaced.</p>	Completed	CEO/WM
6386/17	15-Mar-17	ADM194	Historical Society	<p>That Council invite the Historical Society as a collective to meet with Council to:-</p> <ol style="list-style-type: none"> Acknowledge the hard work they all do on preservation of our history, and To discuss the long term future of preservation of history as part of our integrated planning process to be facilitated by Caroline Robinson. 	<p>Council staff and C Robinson working with Historical Society Executive on a Collections Policy with a view to streamlining museum collections.</p> <p>CRC assisting with grant funding applications for small equipment items.</p> <p>C Jackson & S Thomas to provide support to Executive at next Historical Society meeting on presentation of Collections Policy.</p>	Ongoing	CEO/CEDO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6387/17	15-Mar-17	ADM8	Secondary Freight Route Project	That Council:- 1. Supports up to Phase 5 of the Secondary Freight Route Project ("Project") with Regional Development Australia (Wheatbelt) seeking funding through the Federal Governments 'Building Better Regions Fund'. 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. 3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Narembeen's 17/18 Budget for up to \$20,000, with the final amount dependent upon the required co-contribution and assuming that no other sources of funding are identified (i.e. worst case scenario).	Application process underway.	Ongoing	CEO
6404/17	19-Apr-17	ADM058	Estate of W Jones	That Council; 1. Proceed with legal advise to issue a notice pursuant to section 26 of the Uncollected Goods Act to Paul Jones directing that he remove the goods and aircraft left by the deceased Walter Jones at the hangar at the Narembeen Airstrip within one month of the date of the notice or that we will seek an order in the Magistrates Court to sell or dispose of the goods and aircraft 2. Request that Repacholi Aviation be requested to remove all items from the aircraft hangar at the Narembeen Airstrip and or discuss entering into formal negotiations for lease of the hangar. 3. Not proceed with any further action on clean-up of Lot 2 Latham Road, Narembeen. 4. Lodge caveats on 5 Doreen Street Narembeen and Lot 2 Latham Road Narembeen for unpaid rates and request that staff commence the process of recovery in accordance with section 6.64 of the Local Government Act.	Caveats on properties have been lodged with Landgate	Ongoing	CEO
NA	19-Apr-17		Central Churchill St Garden/Shade Precinct Project	Discussion held at April 2017 meeting to place this onto the Status Report. Council's direction will be required in relation to the future development of the area currently occupied by the Apex Cake Stall Shed and timber pergola structure in Churchill St	Included in 17/18 budget for consideration.	Ongoing	CEO/CED
6422/17	17-May-17	ADM466	Curral Street - Streetscape Plan	That Council:- 1. Accept the quote for services from Zana Sheary, Arboricultural Consultant, Paperbark Technologies Pty Ltd to undertake a Tree Survey Report of trees along Curral Street, to be included in the 17/18 budget. 2. Following point 1 above, obtain quotes from suitable consultants to develop a Verge Plan for Curral Street that would be included in the 2017/2018 budget considerations. 3. Staff to investigate funding options for the project.	Staff reviewing prepared Tree Survey Report.	Ongoing	CEO/CEDO
6428/17	17-May-17	NA	Future Project - Combined Turf Field	Shire to initiate a meeting with the the Tennis Club, Hockey Club and Go Narembeen to discuss a new joint hockey/tennis field.	Meeting confirmed 18th July 5pm in Shire Chambers.	Ongoing	CEO
NA	17-May-17	NA	Fox Baiting	Cr Cowan - could Shire do promotion to encourage residents to bait foxes responsibly?	Meeting held 9th June with representatives from EWBG & Ag Department on a contingency plan moving forward.	Ongoing	CEO
NA	17-May-17	NA	Roads	Cr Padfield - could we look at the Narembeen South Road from Mt Walker Rd to Cemetery - making it a 7m seal.	Currently being investigated.	Ongoing	CEO/WM

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6253/17	21-Jun-17	NA	Disposal of Items	<p>That Council agrees to dispose of the following items:-</p> <ul style="list-style-type: none"> - Large Vertical Milling Machine - Miniarc 66 Arc Welder - Transmig 275 Mig Welder - Transarc 300 Arc Welder - Jones & Lamson Turret Lathe - Maximat Compact Lathe - 1200L Fiberglass Water Tank - 24 x 8ft Dual Axel Low Loader - Landcruiser Clutch Kit HZJ 78,79, 105 <p>To be advertised on Buy & Sell Pages, Fencepost & Website</p>	Advertising commenced. EOI closed 12/7/17. Item to August Council meeting.	Ongoing	CEO/CEDO
6256/17	21-Jun-17	ADM499	EWPCP WGPBSS Shire Governance Committee	<ol style="list-style-type: none"> 1. End the operations of the EWPCP WGPBSS Shire Governance Committee and position individually for future changes in GP servicing; 2. End the collective EWPCP WGPBSS Shire Governance Committee fund and return balances to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors; 3. Place all funds returned from EWPCP WGPBSS Shire Governance Committee in a new Shire Reserve Fund for the purpose of "Medical Services Support" and that Council give consideration in the 2017/2018 budget of a continued allocation to the fund to assist with future proofing the provision of medical services (current allocation \$15,000); 4. Continue the RoeROC GP conversation/relationship with RHW and have RoeROC list as a standing agenda item "GP Services"; 5. Continued membership of RHW (\$100pa); 6. Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions when it suits them. 	Advice sent to RoeROC & Rural Health	Completed	CEO
6257/17	21-Jun-17	ADM500	Narembeen Townsite Project	<ol style="list-style-type: none"> 1. Approve entering into a Licence to Use and Occupy Corridor Land Agreement with Brookfield Rail Pty Ltd for the purpose of the construction of the Narembeen Townsite Project that realigns Fricker Road with Latham Road (Public Road) and Fricker Road with Soldiers Road as per the attached draft agreement, subject to the CEO seeking advice from WALGA and potential consulting negotiators (if required) on the form of the agreement and that minor amendments to the document can be made, the finalised map of the area clearly defining the licensed area is included and if major amendments are proposed that the matter be presented back to Council for approval. 2. Approve that with amendment subject to point 1, the common seal be affixed to the agreement and be signed by the Shire President and the Chief Executive Officer. 3. Approve that the new section of Road be named Latham Road as it will replace the existing section of Latham Road and that Soldiers Road would then intersect with Fricker Road after crossing the new rail crossing (refer attached plan marked in yellow) 	Licence Agreement being reviewed.	Ongoing	CEO
6258/17	21-Jun-17	P2826	Holiday House Application - 32 Brown Street	<ol style="list-style-type: none"> 1. Determine by Absolute Majority that the proposed holiday house use may be consistent with the objectives and purpose of the Residential zone and thereafter follow the "SA" advertising procedures of clause 6.3 in considering an application for planning approval. 2. Determine by Absolute Majority to delegate authority to the Chief Executive Officer to determine the application for a holiday house on Lot 29 (No 32) Brown Street, Narembeen in accordance with Clause 8.8.1 of the Shire of Narembeen Town Planning Scheme No 2 and Regulation 82 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015. 3. Advise the applicant that if approved under delegated authority, a Shire of Narembeen Notification/Registration Form under the Food Act 2008 will be required to be completed. 	One positive submission received. CEO to approve under Delegated Authority.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6259/17	21-Jun-17	ADM556	WANDRRRA	That Council award Quote RFQ 317 AGRN743 Narembeen Flood Recovery Minor Works to Leeuwin Civil Pty Ltd ABN 55 117 828 789 and authorises the Chief Executive Officer to finalise and execute a contract to complete the works in accordance with the tender specification and schedule of rates as presented.	Contract signed and works commenced.	Completed	CEO
6261/17	21-Jun-17		Narembeen Recreation Centre	Staff engage a qualified consultant to examine the use of the gas in the Narembeen Recreation Centre and provide a full report back to Council.	To be investigated.	Ongoing	CEO/EMCS
6263/17	21-Jun-17	ADM541	Employee Policies	That Council: 1. Approve the amendments to Policy 4.3.26 – Housing Allowance. 2. Adopt Policy 4.3.27 – Gym Memberships for Staff. 3. These policies to be effective 1 July 2017.	Policies included in Policy Manual.	Complete	EMCS/CEDO
6267/17	21-Jun-17	ADM613	Banning of Disposable Plastic Bags	1. Support the initiative of the Narembeen Community Resource Centre in becoming proactive in taking steps to reduce the use of disposable plastic bags in the Narembeen community. 2. Request that the CRC work closely with local businesses to ensure that any negative impacts from the removal of plastic bags is reduced and that businesses are given adequate time to source ways to replace the plastic option. 3. Request that the CRC as part of this process prepare a media campaign to support the proposed removal of the use of plastic bags in Narembeen. 4. Request that the CRC work closely with organisations such as the Wheatbelt Business Network (WBN) and the Western Australian Local government Association (WALGA) in support of this important environmental initiative.	In the process with the Narembeen CRC. Shire to provide support where required.	Completed	CEO/CEDO

8.0 Reports

8.1 Manager Environment/Building

AGENDA ITEM: 8.1.1 - Environmental Health Officer Activity Report for July 2017

Subject:	Environmental Health Officer (EHO) Activity Report
Applicant:	Mr J Goldacre
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Julian Goldacre
Date:	12 th July 2017
Attachments:	Nil

SUMMARY

That Council accepts the Environmental Health Officers report for July 2017.

BACKGROUND

Each month the EHO will present to Council the activities, issues at hand, delegated authority and progress on matters undertaken by the Environmental Health Officer to inform Council.

COMMENT

Local Laws

At this point in time it is expected that the Joint Standing Committee of Delegated Legislation (JSCDL) will be able to provide advice on the two Local Laws by August 2017 all things being equal. As previously mentioned the JSCDL deliberations may result in some amendments only to the Local Laws although until this decision is made no further action is required and the two Local Laws are able to be used.

Food Act 2008

The EHO continues to conduct scheduled food premises inspections with a compliance focus on 'Food Recall Procedures' using the new template and 'food allergens awareness' being the primary focus to ensure food business knowledge and understanding. The Post Office is selling 'food' so will be required to be registered under the *Food Act 2008*.

Occupancy of a Commercial Building

This matter is now in the hands of the WA Contract Ranger Service Officer Ms J Taylor. The EHO has provided the Ranger with the documented information originally explained to the person occupying the building to again assist the person with a mutually beneficial outcome. The CEO has been made the contact person for future meetings to discuss the way forward for the person involved.

Bendering Landfill

The EHO undertook an inspection and provided a Trench Life Report to the RoerOC CEOs. Presently the second trench started (shallow one) is now full to ground level and the 'burnt trench' (Trench 1) has been re-commended for disposal purposes. Avon Waste has indicated that they will start filling above ground level when Trench 1 is at ground level. The EHO attended the RoerOC meeting held in Naremben where landfill life and future strategy was again discussed with further discussion planned to look at landfill life options based on ground limitations.

Lodging Houses

The new Health Local Laws contain provisions for the registration of lodging houses. As there are lodgings such as the Motel in town the EHO has discussed with the new owners the local law requirements and registration process and is assisting to have the Motel registered soon. Approval of registration is by Local Government (Council).

Asbestos Disposal

The recent deliveries to Bendinger landfill of asbestos cement products from the Lesser Hall and Shire building fence removals have been formalised and sent to Corrigin for invoicing to the Shire of Narembeen.

CONSULTATION

Mr C Jackson CEO

STATUTORY IMPLICATIONS

Health (Miscellaneous Provisions) Act 1911;
Public Health Act 2016;
Food Act 2008;
Caravan Parks and Camping Ground Act 1995;

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council accepts the Environmental Health Officers report for July 2017.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.2 Works Manager's Report

AGENDA ITEM: 8.2.1 - Work's Manager's Report

Subject:	Works Manager's Report - July 2017
Applicant:	Arthur Cousins
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Arthur Cousins
Date:	11 th July 2017
Attachments:	Nil

SUMMARY

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

COMMENT

Emergency Services Building

- Remove fence and clean up surrounds.
- Fill pad 300mm above the existing railway crossing.
- Compaction test by Julian Goldacre

Bruce Rock Narembeen Rd

- Roll, sweep off excess material.
- Install white posts

Other

- Works on the next section of the Bruce Rock-Narembeen Road and the Narembeen Townsite Project (Pending Licence Agreement) as designed by Roadswest to be activated and put in place for works to commence when too dry for winter regrades.
- Glass at waste disposal site crushed (hire S Padfield's Bobcat)
- Winter grading on roads not affected by WANDRRA.
- Batteries changed in lights at airstrip.
- 20m³ gravel spread and compacted in washout. (Arthur to provide further information at meeting)

Private works undertaken to the value of \$3,680.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

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

STRATEGIC PLAN REFERENCE

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council receives the Works Manager's Report for July 2017.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

8.3 Building Supervisor

AGENDA ITEM: 8.3.1 - Building Supervisor's Report

Subject:	Building Supervisors Report - July 2017
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	N/A
Disclosure of Interest (Member):	N/A
Author:	Klint Stone
Date:	July 2017
Attachments:	Nil

SUMMARY

Council is to consider this report from the Building Supervisor.

BACKGROUND

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

COMMENT

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

Caravan Park

The caravan park domes have been installed and the park is undergoing some minor maintenance.

Solar Panel Program

The panels have been installed on the Shire administration office, all that is left is some labelling.

Emergency Services Facility

The site works were successfully completed which included a compaction test and passed with flying colours. The formwork was then installed and footings created, followed by the electrical and plumbing pre-lay.

The soil was then chemically treated which was followed by the plastic layer and taped, steel fixing, then the concrete was poured. We are looking at the veranda's being poured in 2 weeks and the building erection to commence in 3 weeks. So far the workmanship is of a high standard and meeting all specifications which will be maintained throughout the build.

Gymnasium

The Gymnasium underwent extensive internal repairs along with a well overdue face lift incorporating new signage and paintwork. We are now looking at tidying up the carpark along with some additional minor internal repairs.

General

Maintenance has been minimal for this month

Council Chambers

Councillors will note that the chamber partition doors have been removed. It was planned to repair the track and doors to improve the way the doors operated. At this time the doors have been stored as there are significant costs associated with improving the tracking system to allow the doors to operate as they should. Pending Council advice it is not planned to put the doors back.

The observant eye will have also noted that the fly screen door on the chambers has been removed as it was unsightly and also did not function as it should. Also pending Council advice it is not planned to replace this screening arrangement.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Compliance with the Residential Tenancies Act and Commercial Tenancies Act

FINANCIAL IMPLICATIONS

As per the Budget

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

Council to receive the Building Supervisor's Report for July 2017.

COUNCIL RESOLUTION

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

CARRIED /

8.4 Chief Executive Officer

AGENDA ITEM: 8.4.1 - Chief Executive Officer's Report

Subject:	Chief Executive Officer's Report
Applicant:	Chris Jackson
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	12 th July 2017
Attachments:	Narembeen CRC Media Release, CBH Network Strategy; WALGA – Info Page – LG Act Review Process, RoeROC Council Minutes

SUMMARY

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

BACKGROUND

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

COMMENT

Brookfield Rail Licence Agreement

Council at the June Council meeting resolved to approve entering into a Licence to Use and Occupy Corridor Land Agreement with Brookfield Rail Pty Ltd for the purpose of the construction of the Narembeen Townsite Project that realigns Fricker Road with Latham Road (Public Road) and Fricker Road with Soldiers Road subject to the CEO seeking advice from WALGA and potential consulting negotiators (if required) on the form of the agreement and that minor amendments to the document can be made.

The draft Licence to use and Occupy Corridor Land Agreement has been sent to WALGA, Main Roads, LGIS (Insurance) and Roadswest seeking comment on the form of the agreement. These discussions are ongoing. Brookfield Rail have been advised of Council's intent to seek resolution on the agreement as soon as possible to allow works to commence. An update will be provided at the Council meeting.

Narembeen Community Resource Centre (Att)

Following advice received from the Department of Regional Development (DRD) that the tender (DRDCS17001) for funding of the CRC would have the contract term reduced to 18 months with a possible extension of another 15 months. (Previously the offer was for 2 years and 9 months.) A media release was issued (attached) highlighting Narembeen concerns and the CEO spoke on ABC radio. The DRD have advised that a review of CRC's across the state will be undertaken during the next 18 month contract period. As pointed out by the National Party there is no guarantee that funding for CRC's will continue past this point.

The Narembeen CRC has been in operation for over 20 years from the early Telecentre days and the community has always been supportive of the important work that is done by the CRC in a range of different areas. The Narembeen CRC forms an important part of the Shire of Narembeen and is also part of the Shire operations working together as a team. The Shire of Narembeen should continue to be committed to the future of the Narembeen CRC for the long term to ensure this important community service remains in our community.

The Shire President and CEO have discussed the matter and further information will be provided at the Council meeting.

Funding from the DRD of \$243,100 has been confirmed and subject to Council confirming otherwise the redevelopment of the CRC and Medical Centre will continue. Draft plans have been received from the designer and will be presented to the working group at a meeting to be arranged in the next two weeks.

ARGN743 Narembeen Flood Recovery Reinstatement WANDRRA

Two kick off meetings have been held since Council at the June meeting approved the quotation from Leeuwin Civil to carry out the reinstatement works. The formal contract between the Shire of Narembeen and Leeuwin Civil Pty Ltd is currently being finalised.

The pushing up of gravel should commence from the 11 July 2017. Leeuwin Civil have been in touch with local contractors to discuss dozer and cartage options.

CBH Network Strategy (Att)

CBH released its Network Strategy in April 2016 announcing a program of site rationalisation alongside \$750 million of investment to transition from the network that we have today to the 100 sites that represent the optimal supply chain.

The Network Strategy was developed through considerable analysis of future grain production and supply chain efficiency, to provide a clear plan for the future for CBH's grower members. It also allows CBH to provide certainty to government and policy developers on the needs of the grain industry, to help inform planning for road infrastructure into the future. CBH understands the challenges associated with maintaining the state's road network and aim to support the planning and investment process where possible.

While rail remains CBH's majority mode of transport, not all 100 sites of the future have rail connectivity and road transport will remain essential for a portion of the crop. Accordingly, CBH wishes to provide you a strategic outline of the primary and secondary routes that service grain moving to port from the 100 sites of the future. This maps the majority of road freight movements to offer you a more comprehensive understanding of the future freight task.

The majority volume of grain will move to port on the primary and secondary routes outlined in this document, though there will be cases where some grain will need to move via surge road movements. Surge road movements diverge from the traditional road or rail pathways CBH use to move grain to port and are implemented when peak export shipping demand exceeds existing transport capacity.

In planning freight movements, CBH will continue to prioritise rail where it is available and where it represents the most efficient pathway to port, ensuring WA growers remain globally competitive.

The Network Strategy document will be reviewed annually, with CBH to consult with local and state government accordingly. This allows for incorporation of developments such as the outcome of the current arbitration, which will determine future rail use including the Tier 3 lines.

Local Government Act Review Process (Att)

Attached is an update from WALGA in relation to the Local Government Act review process for Council's information.

Strategic Community Plan Update

Caroline Robinson is continuing to gain feedback from the community to provide input into the Shire of Narembeen's Strategic Community Plan. July will see a staff workshop being held and a final report will be presented to Council at the August Council meeting.

Emergency Service Facility

Work on the \$700,000 Narembeen Emergency Services Facility has commenced with the pad being laid last week. Southern City Sheds will return to start the build in 3 weeks.

RoeRoc Council Meeting

Refer attached minutes from the last RoeROC meeting held in Narembeen on Thursday 22 June 2017.

Please note the following matters and for Council to approve the recommendations:-

Roe Regional Environmental Health Services Scheme – Renewal of the MOU

ROEROC COUNCIL RESOLUTION

That the Roe Regional Environmental Health Services Scheme MOU be extended subject to the removal of Bruce Rock from the Cost Schedule.

OFFICER'S RECOMMENDATION

That Council:

1. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule.
2. That the Chief Executive Officer be authorised to prepare and sign the necessary documentation on behalf of the Shire to undertake the extension of the Roe Regional Environmental Health Services Scheme MOU as provide for in 1. above.

Eastern Wheatbelt Primary Care Project Wheatbelt General Practice Business Support Service Shire Governance Committee (EWPCP WGPBSS Shire Governance Committee) – Continuation of Committee

ROEROC COUNCIL RESOLUTION

1. *Discontinue the EWPCP WGPBSS Shire Governance Committee and each Shire to individually plan for future changes in GP servicing.*
2. *End the collective EWPCP WGPBSS Shire Governance Committee fund and return the balances held to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors. This will take place once the term deposits have matured.*
3. *Amend the existing Roe Health MOU to include greater health services as a standing agenda item in addition to the existing Environmental Health provisions, and invite key stakeholders to provide input and advice at these meetings, such as Rural Health West.*
4. *Continue to hold individual Shire membership of Rural Health West (approximately \$100pa).*
5. *Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions.*

In addition, each individual Shire would consider:

Placing all funds returned from EWPCP WGPBSS Shire Governance Committee in a new Shire Reserve Fund for the purpose of "Medical Services Support" and that Council give consideration in the 2017/2018 budget of a continued allocation to the fund to assist with future proofing the provision of medical services (current allocation \$15,000).

The group provided acknowledgement and thanks to Rural Health West for their valued assistance to this project.

OFFICER'S RECOMMENDATION

That Council:

1. Discontinue the Eastern Wheatbelt Primary Care Project Wheatbelt General Practice Business Support Service Shire (EWPCP WBGPBSS) Shire Governance Committee noting that and each Shire will individually plan for future changes in General Practitioner servicing.
2. End the collective EWPCP WBGPBSS Shire Governance Committee fund and return the balances held to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors. This will take place once the term deposits have matured.
3. Amend the existing Roe Health Memorandum of Understanding (MOU) to include greater health services as a standing agenda item in addition to the existing Environmental Health provisions, and invite key stakeholders to provide input and advice at these meetings, such as Rural Health West.
4. Continue to hold individual Shire membership of Rural Health West (RHW) (approximately \$100pa).
5. Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions.
6. Notes that in addition, each individual Shire would consider:
 - Placing all funds returned from EWPCP WGPBSS Shire Governance Committee in a new Shire Reserve Fund for the purpose of "Medical Services Support" and that Council give consideration in their 2017/2018 budget of a continued allocation to the fund to assist with future proofing the provision of medical services (current allocation \$15,000).
7. Write to RHW acknowledging and thanking them for their valued assistance to this project.

CEO/Council Key Meeting/Appointment Dates

Date	Meeting/Appointment
2 nd August – Perth (11.00am)	Stephen Carrick & Megan Patterson – Lesser Hall Interpretation Plan meeting
2 nd August – Perth (12.00pm)	Civic Legal – Industrial Relations in Local Government Seminar
2 nd – 4 th August - Perth	WA Local Government Convention
9 th August - Wickiepin	Wheatbelt South Regional Road Group Meeting

CONSULTATION

N/A

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

N/A

STRATEGIC PLAN REFERENCE

- 9 Provide good strategic decision making, governance, leadership and professional management.
- 9.1 Develop leadership skills and behaviours that enhance the knowledge, skills and experience of the Shire staff and Council.
 - 9.2 Manage the organisation in a responsible, accountable and consultative manner.
 - 9.3 Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That the CEO's July 2017 report be received and actions endorsed.

COUNCIL RESOLUTION

MIN	MOTION - Moved Cr.	2nd Cr.	CARRIED /
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MEDIA RELEASE

FUNDING CUT LOOMS FOR NAREMBEEN CRC

A looming funding cut to Community Resource Centres (“CRC’s”) could leave regional communities facing a huge gap in service delivery.

CRC’s were advised this week that there will be drastic changes to their proposed contracts by the Labor government. This comes as part of Labor’s review of all Royalties for Regions projects.

CRC’s are facing an uncertain future with funding potentially being cut in 18 months’ time.

CRC’s state-wide provide an array of information and community-based services to local people, businesses and visitors to regional Western Australia. They work tirelessly to combat local issues and to develop opportunities for their communities.

The Narembeen CRC is committed to continuous improvement and to develop services that best meet the needs of the local community, working proactively with key stakeholders to continue to grow and stay connected with community needs.

A recent social development activity of the Narembeen CRC was the S.O.C.K. (Save Our Country Kids) Week initiative, delivered to a community rocked by five road fatalities in 2016, a road safety event to educate our children. It’s initiatives such as these make our CRC a vital resource within the community.

The Narembeen CRC employs 2 full time staff members and 2 part time staff members who are all very passionate about the services they deliver to the community.

“The Shire of Narembeen has worked closely with the Narembeen CRC in a relationship that spans over 20 years, providing high quality service delivery to the Narembeen community and is regarded as one of the model CRC’s in the state” said Chris Jackson.

Chris Jackson, CEO of the Shire of Narembeen said “I am extremely concerned about the impact these funding cuts to CRC’s could have on regional communities who are already facing a multitude of disadvantages.”

Leanne Brooke-Mee who has been Co-ordinator of the Narembeen CRC for the past 12 months said “having only moved recently from the UK to Narembeen, I quickly developed a passion for the Narembeen CRC and the services it provides to the community, it is at times overwhelming to witness the support that the community has for the CRC, it would be a shame to lose such a valuable asset.”

“The Narembeen CRC is a vital hub in our community, the work that CRC’s do locally within their communities is tireless, the impact of taking away this funding leaves our regional communities vulnerable”, said Sheree Thomas, Community & Economic Development Officer with the Shire of Narembeen.

The Shire of Narembeen is committed to the future of the Narembeen CRC and unlike the State Government, is prepared to commit to the long term future of this important community service.

If you would like to provide a letter of support for the Narembeen CRC, please email to ced@narembeen.wa.gov.au or deliver to the Shire of Narembeen.

To: All Local Governments

**From: Tony Brown
Executive Manager Governance &
Organisational Services**



Date: 7 July 2017

Priority: High

Subject: Review of the Local Government Act 1995

IN BRIEF:

Operational Area:	Governance
Key Issues:	<ul style="list-style-type: none">• The Minister for Local Government has announced a review of the Local Government Act and Regulations. The process will be in two (2) stages.• The Minister has advised that the first stage will focus on modernising Local Government, with the policy work and consultation to be completed in 2017 with a Bill in 2018.• WALGA will carry out a comprehensive consultation process with Member Local Governments to inform sector views and priorities.
Action:	Feedback requested

The Minister for Local Government recently confirmed the commencement of a review of the Local Government Act and associated Regulations. This will be the most comprehensive review since the commencement of the legislation in July 1996. The Minister has confirmed that the Act review process will take place in 2 stages and provided information on the key themes of issues to be considered, stating:

“The first will focus on modernising Local Government, with the policy work and consultation to be completed in 2017 with a Bill in 2018. Key topics in this phase will be increasing elector participation, electronic disclosure (making information more readily available), simplifying the disclosure of gifts and some reducing red tape provisions.”

“The theme for the second phase is delivering for the community, with the policy work and consultation to be completed in 2018 with a Bill in 2019. Key themes for this phase will be improving behaviour and relationships, increasing community participation, enabling local government enterprises, improving financial management and reducing red tape.”

The following are the issues that the Minister’s office has put forward:

Phase 1: ‘Modernising local government’ - 2017

- Increasing participation in local government elections
- Strengthening public confidence in local government elections
- Making information available online
- Restoring public confidence (includes the gift provisions)
- Reducing red tape
- Regional Subsidiaries



Phase 2: 'Services for the community' - 2018

- Increasing community participation
- Improving financial management
- Improving behaviour and relationships
- Reducing red tape

One of the policy priorities listed in WALGA's Election Campaign document was for a commitment to comprehensively review the key areas of the Local Government Act. The new State Government has agreed to this request. Key foundations of the Act, which the sector would like considered, relate to the retention of the 'general competence' principle and consideration of a size and scale compliance regime. The Act review will incorporate regulatory amendments.

WALGA is looking to carry out a thorough consultation process with the sector on the key issues for the Act review. The Minister's office has advised that there may be some flexibility as to what issues are to be considered in stage 1 or stage 2. Based on this the Association will consult the sector on all potential Act amendment issues this year.

The process the Association will undertake will be as follows:

- Infopage will be distributed to Local Governments, followed by a Discussion Paper on issues that have been identified over the last 8 years including WALGA's advocacy positions resolved by the sector. This will include a request for Local Governments to submit additional items for consideration in the Act review process. Councils can submit individually or collectively through their Zone.
- WALGA to hold Zone/regional group forums on the Act/Regulatory amendment suggestions. Can be held in-conjunction with a Zone meeting or separately.
- Finalise feedback and provide recommendations on legislative and regulatory change through a State Council agenda item that would go through the Zones.

It is expected that this process will be carried out between July and November 2017 with the State Council item being considered at the 6 December meeting. The following key issues have previously been identified and will form part of the consultation process with the sector on Act amendments:

a) Gifts

b) Regional Subsidiaries

c) Rating Exemptions:

- Charitable Purposes provisions
- Rate Equivalency Payments of Government Trading entities

d) Financial Management Issues:

- Borrowings,
- Investments*
- Fees and Charges
- Financial ratios

(* Noting that Regulation 19C(2)(b) of the Financial Management Regulations, permitting fixed term deposits to be invested for up to 3 years, was amended on 12 May 2017)



e) Administration:

- Electors' General Meetings to be optional,
- Designated Senior Officer section to be reviewed,
- Public Notices (modernisation of the Act to acknowledge electronic means).

f) Functions of Local Governments:

- Tender Thresholds,
- Establish Council Controlled Organisations (Local Government Enterprises),
- Regional Council provisions (review of compliance requirements).

g) Poll Provisions relating to amalgamations and boundary adjustments.

- The poll provisions contained in Schedule 2.1 of the Local Government Act should be extended to provide any community whose Local Government is undergoing a boundary change or amalgamation with the opportunity to demand a binding poll of electors.

A brief summary of some of WALGA's key Advocacy Positions adopted by State Council in the previous 8 years is **attached**. A complete listing of Advocacy Positions together with detailed background information will be included in the future Discussion Paper.

The opportunity for comment will commence shortly with the release of the Discussion Paper. Any questions or queries in the meantime can be referred to James McGovern, Manager Governance on 9213 2093, jmcgovern@walga.asn.au

For further information please contact:

Executive Manager Governance & Organisational Services, Tony Brown
on 9213 2051 or email tbrown@walga.asn.au.

Local Government Legislation

Gift Provisions

Position Statement

The gift provisions relating to Local Government Elected Members, employees and designated employees should be comprehensively reviewed.

In the immediate term, the Local Government gift requirements should align with the interpretation of a gift as described in the WA Ministerial Code of Conduct. For this to be achieved, the Minister for Local Government should amend the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and the Local Government (Rules of Conduct) Regulations 2007 to provide Elected Members and Officers with exemptions for:

1. Gifts provided in a genuine personal capacity;
2. Business involving Local Government Associations and Organisations such as WALGA, ALGA, LGMA and Regional Local Governments*;
3. Attendance at community events and functions provided by Community Groups; and
4. Attendance at Government related functions and events (local, State and Federal) that are principally sponsored or organised by Government.

State Council Resolution

July 2016 – 59.4/2016

May 2016 – 32.2/2016

** Exemption for WALGA and LG Professionals WA in relation to 'notifiable gifts' achieved in January 2017.*

Rating Exemptions – Charitable Purposes

Position Statement

WALGA's policy position regarding charitable purposes is as follows:

Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997

State Council Resolution

January 2012 – 5.1/2012

Annual Electors' General Meeting

Position Statement

Section 5.27 of the *Local Government Act 1995* should be amended so that Electors' General Meetings are not compulsory.

Background

There is adequate provision in the Local Government Act for the public to participate in Local Government matters and access information by attending meetings, participating in public question time, lodging petitions, and requesting special electors' meetings.

State Council Resolution

February 2011 – 09.1/2011

Tender Threshold

Position Statement

WALGA supports an increase in the tender threshold to align with the State Government tender threshold, with a timeframe of one financial year for individual vendors.

Background

The tender threshold should be increased to allow Local Governments responsiveness when procuring relatively low value good and services.

State Council Resolution

July 2015 – 74.4/2015

September 2014 – 88.4/2014

Official Conduct Legislation

Position Statement

WALGA supports:

1. Official Conduct legislation to govern the behaviour of Elected Members;
2. An efficient and effective independent Standards Panel process
3. An ability for the Standards Panel to dismiss vexatious and frivolous complaints; and,
4. Confidentiality for all parties being a key component of the entire process.

State Council Resolution

July 2015 – 74.4/2015

September 2014 – 88.4/2014

Stand Down Proposal

Position Statement

WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector:

1. That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and
2. That activities associated with the term 'disruptive behaviour', presented as reason to stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance.

State Council Resolution

August 2008 - 400.4/2008

Rating Exemptions – Rate Equivalency Payments

Position Statement

Legislation should be amended so rate equivalency payments made by LandCorp and other Government Trading Entities are made to the relevant Local Governments instead of the State Government.

State Council Resolution

January 2012 – 6.1/2012

Rating Restrictions – State Agreement Acts

Position Statement

Resource projects covered by State Agreement Acts should be liable for Local Government rates.

State Council Resolution

September 2014 – 89.4/2014

Fees and Charges

Position Statement

That a review be undertaken to remove fees and charges from legislation and Councils be empowered to set fees and charges for Local Government services

State Council Resolution

December 2012 – 133.6/2012

Restrictions on Borrowings

Position Statement

Section 6.21 of the Local Government Act 1995 should be amended to allow Local Governments to use freehold land, in addition to its general fund, as security when borrowing.

State Council Resolution

January 2012 – 8.1/2012

Local Government Elections

Method of Voting

Position Statement

Elections should be conducted utilising the first-past-the-post (FPTP) method of voting.

Background

The FPTP method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.

State Council Resolution

427.5/2008 – October 2008

Voluntary Voting

Position Statement

Voting in Local Government elections should remain voluntary.

State Council Resolution

427.5/2008 – October 2008

Method of Election of Mayor

Position Statement

Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.

State Council Resolution

163.1/2013 – March 2013

Conduct of Postal Elections

Position Statement

The *Local Government Act 1995* should be amended to allow the Australian Electoral Commission (AEC) and Local Governments to conduct postal elections.

Background

Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.

State Council Resolution

March 2012 – 24.2/2012

RoeROC

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

COUNCIL MINUTES

**Shire of Narembeen
Council Chambers**

**1pm
Thursday 22nd June 2017**

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1. Opening and Announcements

RoeROC Chair, Cr Cole opened the meeting at 1.20pm.

2. Record of Attendance

Cr Lynette Baker	President, Shire of Corrigin
Cr Des Hickey	Deputy President, Shire of Corrigin
Cr Barry West	President, Shire of Kulin
Cr Rodney Duckworth	Deputy President, Shire of Kulin
Cr Allen Smoker	President, Shire of Kondinin
Cr Rhonda Cole	President, Shire of Narembeen (Chair)
Cr Gina DeLuis	Deputy President, Shire of Narembeen
Rob Paull	CEO, Shire of Corrigin
John Read	CEO, Shire of Kondinin
Noel Mason	CEO, Shire of Kulin
Chris Jackson	CEO, Shire of Narembeen
Julian Goldacre	RoeROC, EHO
Bonnie Cole	EMCS, Shire of Narembeen
Sheree Thomas	CEDO, Shire of Narembeen (minute taker)

3. Apologies

Nil

4. Guests

Nil

5. Minutes of Meetings

RoeROC Council Meeting – 16th February 2017

COMMENT:

Approval required by Council for the minutes of the RoeROC meeting held on 16th February 2017.

RESOLUTION

That the Minutes of the RoeROC Meeting held on 16th February 2017 be confirmed as a true and correct record.

Moved Cr B West

Seconded

Cr L Baker

Carried

Business Arising from the Minutes

Nil

Add Cr Gina DeLuis to the attendance record for the 16th February 2017 meeting.

6. Presentations

Nil

7. Matters for Decision

7.1 Financial Report

Council were presented with the Financial Report.

Corrigin's contribution towards the Bendering Refuse Site for the 2015/16 year was not listed in the income and expenditure statement. Rob Paull, Corrigin CEO to check.

RESOLUTION

That the Financial Report as presented be accepted.

Moved Cr L Baker

Seconded

Cr R Duckworth

Carried

7.2 Roe Health Update (Julian Goldacre)

Julian Goldacre presented a verbal report as follows:-

- Update on days Julian will be providing per Shire given that Bruce Rock are leaving the Scheme as of 30/6/17
- Lauren Pittman returning from maternity leave and will be assisting Julian with administration tasks.
- Update on Bendering Landfill Facility.

7.3 Potential Solar Farm (Noel Mason)

Reduce overall consumption costs acting as a "contestable consumer". A contestable consumer is one who spends \$50k+pa or more on electricity. Our most recent check is that the Shire of Kulin spends in the vicinity of \$130kpa on electricity.

A contestable consumer can seek a deal from ALL of the electricity companies providing electricity to consumers in the marketplace, not just Synergy. We could call for quotes (tenders are not required under the LG Act for utilities) to establish a longer term contract for the supply. The current 27c kwh fixed rate offered by Synergy could be reduced by 2-3 cents under a long term contract.

The Sunrise Energy Group are suggesting that a variation to this arrangement that would be created around combined purchasing power of all 4 RoeROC Councils, whereby each signs a 30 year contract for supply at a fixed rate. A 5MW solar farm on RoeROC land at Bendering tip, would be part of that equation as they could present the argument to Western Power that they have a consumer for a fair percentage of the generated supply. Kulin base load is 1.5MW all RoeROC Shires baseload would only be 5MW and the Shires consumption would be approx. 40% of that. Such an arrangement would suit the Western Power's long term plans of localised generation and smaller grid networks therefore could be supported by Western Power. Sunrise Energy Group is an investor developer based in WA who is in the marketplace looking for small to mid-range solar farm projects.

It was agreed that the CEO's would look at the offer collectively and report back to RoeROC when report is received.

7.4 Roe Regional Environmental Health Services Scheme – Renewal of the MOU (Rob Paull)

The Roe Regional Organisation of Councils (RoeROC) was established in October 2006 to facilitate voluntary cooperation and resource sharing between the Shires of Corrigin, Kondinin, Kulin and Narembeen.

Since its establishment RoeROC has worked to deliver a number of shared services to its member Councils. The Roe Regional Environmental Health Services Scheme (RREHSS) provides an environmental health service that also includes the Shire of Lake Grace. RREHSS operates under a Memorandum of Understanding (MOU) between the Councils commencing 1 July 2014 and expiring on the 30 June 2017. The MOU can be extended by the Member Councils in writing.

Member Councils are asked to consider the extension of the MOU as provided in the Agenda.

RESOLUTION

That the Roe Regional Environmental Health Services Scheme MOU be extended subject to the removal of Bruce Rock from the Cost Schedule.

Moved Cr R Duckworth

Seconded

Cr A Smoker

Carried

7.5 Future of Glass Crusher (Chris Jackson)

Council discussed the need for the glass crusher, which is currently located in Corrigin. Given that a container deposit fee may be introduced, waste of glass bottles will be significantly reduced.

Rob Paull advised that the glass crusher is unsafe due to the possible exposure to silicoene and is currently not being used. Rob Paull is waiting for a report back from LGIS. Once received item will be presented back to RoeRoc and Council's with a view to the possible sale of the glass crusher.

7.6 Eastern Wheatbelt Primary Care Project Wheatbelt General Practice Business Support Service Shire Governance Committee (EWPCP WGPBSS Shire Governance Committee) – Continuation of Committee

SUMMARY

RoeROC Local Government CEO's (Corrigin, Kondinin, Kulin & Narembeen) were charged with the task of considering the future composition, operations and functionality of the Eastern Wheatbelt Primary Care Project Wheatbelt General Practice Business Support Service Shire Governance Committee (EWPCP WGPBSS Shire Governance Committee), which operates on behalf of each local government with the direct support of Rural Health West (RHW). The Shire of Lake Grace is also a party to the EWPCP WGPBSS Shire Governance Committee and the MOU amongst Shires.

CEO's were asked to look at elements of the EWPCP WGPBSS Shire Governance Committee and RHW arrangement and to make recommendations. The unanimous decision of CEO's after considering the matter was to disband the EWPCP WGPBSS Shire Governance Committee, with each Shire addressing their own particular circumstances.

It is recommended that RoeROC develop a standing agenda item to discuss GP Services and that RoeROC maintain a relationship with RHW either through collective membership or at the local Shire membership level.

The questions of future composition resulted following discussions at EWPCP WGPBSS Shire Governance Committee and RoeROC meetings where it was agreed that a number of the fundamental drivers for the original establishment had shifted.

BACKGROUND & COMMENT

The questions of future composition resulted following discussions at EWPCP WGPBSS Shire Governance Committee and RoeROC meetings where it was agreed that a number of the fundamental drivers for the original establishment had shifted.

To recap;

- The original tender accepting First Health to be the service provider has only attracted one Shire to the service (Corrigin) and questions arise as to the validity of other Shires now joining these many years later under this tender process;
- Both Narembeen and Kondinin/Kulin have potential to keep current GP's for the mid to long term, and both have indicated they could not/would not afford the First Health option;
- Lake Grace is currently in a contract dispute with First Health over the provision of services (or not) which has the potential to lead to Court determination, therefore the likelihood of remaining Shires to enter into arrangements with First Health is even more remote;
- The contract service provider model is unlikely to be used now except by Corrigin;
- The original MOU amongst Shires (possibly signed but not endorsed by Council's) to opt for the First Health model is under question and a recent EWPCP WGPBSS Shire Governance Committee resolution allowing Kondinin/Kulin to claim locum fees further erodes the MOU validity if not intent;
- Rural Health West support is limited to operations of the Committee and little more via the EWPCP WGPBSS Shire Governance Committee in terms of the GP practices. GP's have the ability to access RHW services direct without the need for the EWPCP WGPBSS Shire Governance Committee;
- RHW support to EWPCP WGPBSS Shire Governance Committee GP practices may be "toned down" due to the involvement of First Health, even though First Health only service one GP Practice;
- The overall marketplace has shifted, with more GP's now interested in country practices.

CEO's recognised that there were options:-

1. Continue unchanged and re-write the MOU to reflect current practice;
2. Re-negotiate with RHW in relation to the nature and type of support that could be provided to the Shires and practices now each LG's GP circumstances had shifted;
3. End the relationship and operations of the EWPCP WGPBSS Shire Governance Committee and position Shires individually ready for the future likely changes in GP servicing,
4. End the collective EWPCP WGPBSS Shire Governance Committee fund and return balances to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between contributors;
5. Opt to continue the RoeROC GP conversation/relationship with RHW and have RoeROC list as a standing agenda item "GP Services".
6. That individual Shires determine the question of continued membership of RHW (\$100pa) though the CEO's view was that this would be a beneficial relationship,
7. Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions when it suits them.

CEO's considered that RHW provides a valuable service and that if circumstances change into the future RoerOC may again jointly consider the need to utilise RHW, but at present little additional support to the GP was generated by EWPCP WGPBSS Shire Governance Committee involvement.

To that end, a re-write of the MOU was not viewed as contributing any additional benefit to the service.

CEO's recognised that politically each Shire Council may have a political imperative to maintain the EWPCP WGPBSS Shire Governance Committee because uncertainty surrounding GP replacement can be unstable times. CEO's were of the view that these risks can be addressed by retaining greater Reserve balances to allow immediate reaction (via tender or otherwise) to the news that a GP was leaving the community. In the past, Shires were not in this position. Risk can be addressed without the need for a EWPCP WGPBSS Shire Governance Committee service.

CONSULTATION

RoerOC CEO's

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It is acknowledged that each Shire has a considerable investment in the joint EWPCP WGPBSS Shire Governance Committee fund with most having contributed \$15k per annum since inception.

Whilst each Shire has received a direct financial or reduced fee benefit (except Narembeen) under the arrangement, continued Shire investment in the joint fund at the current levels was seen as excessive. Council's should reconsider their position and may like to hold funds for future needs in Reserves.

A potential saving of \$15k pa from the annual Budget, less determined transfers to Reserves for GP recruitment purposes.

COMMUNITY CONSULTATION

It is acknowledged that Lake Grace Shire has not been a party to this discussion or recommendation.

OFFICER RECOMMENDATION

It is recommended that RoerOC Shires agree to approve to:-

1. End the operations of the EWPCP WGPBSS Shire Governance Committee and position individually for future changes in GP servicing;
2. End the collective EWPCP WGPBSS Shire Governance Committee fund and return balances to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors;
3. Consider placing all funds returned from EWPCP WGPBSS Shire Governance Committee in a new Shire Reserve Fund for the purpose of "Medical Services Support" and that Council give consideration in the 2017/2018 budget of a continued allocation to the fund to assist with future proofing the provision of medical services (current allocation \$15,000).
4. Continue the RoerOC GP conversation/relationship with RHW and have RoerOC list as a standing agenda item "GP Services".

5. Continued membership of RHW (\$100pa),
6. Invite RHW and Lake Grace Shire to participate in the RoeROC Agenda discussions when it suits them.

RESOLUTION

That RoeROC Shires agree to approve to:-

1. *Discontinue the EWPCP WBGPBSS Shire Governance Committee and each Shire to individually plan for future changes in GP servicing.*
2. *End the collective EWPCP WBGPBSS Shire Governance Committee fund and return the balances held to each Shire on the basis of overall contribution minus drawdown. Any shortfall in the balances to be shared equally between Shire contributors. This will take place once the term deposits have matured.*
3. *Amend the existing Roe Health MOU to include greater health services as a standing agenda item in addition to the existing Environmental Health provisions and invite key stakeholders to provide input and advice as these meets, such as Rural Health West.*
4. *Continue to hold individual Shire membership of Rural Health West (approximately \$100 pa).*
5. *Invite Rural Health West and the Shire of Lake Grace to participate in the RoeROC Agenda discussions.*
6. *Write a letter of thanks to Rural Health West for their input and support over many years.*

In addition, each individual Shire would consider:-

Placing all funds returned from EWPCP WGPBSS Shire Governance Committee in a new Shire reserve fund for the purpose of "Medical Services Support" and that Council give consideration in the 2017/2018 budget of a continued allocation to the fund to assist with future proofing the provision of medical services (current allocation \$15,000).

Moved Cr G DeLuis

Seconded

Cr B West

Carried

Reason for Change: The item was amended following discussion and further input from the EWPCP WGPBSS Shire Governance Committee meeting and Rural Health West.

7.7 Bending Tip

- Ensure each Council's dollar value is the same for waste disposal.
- Discussion on blasting to gain further depth for the tip, Corrigin have received quotes and it is too cost prohibitive.
- Discussion on whether Local Government contributions are still required, re-visit previous minutes to see if there was an agreement made.

8. Other Matters

8.1 WANDRRA

Council's with an approved WANDRRA claim AGRN743 advised of progress to date and provided details of each Shires reinstatement process including the tender/quote or in-house process to be used.

9. Closure

The Chair of the meeting, Cr Cole advised that this year's RoeROC dinner was to be organised by the Shire of Kondinin.

There being no further business, the meeting was declared closed at 2.55pm

10. Next Meeting

The next meeting will be held on **Thursday 31st August 2017** in **Corrigin**.

AGENDA ITEM: 8.4.2 - Lease of Crown Land – Avon Location 21952, Reserve 18080 Narembeen Airfield

Subject:	Lease of Crown Land - Avon Location 21952, Reserve 18080 Narembeen Airfield
Applicant:	Gerald Repacholi
File Ref:	ADM467
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Chris Jackson
Date:	10 July 2017
Attachments:	Signed letter and current Lease Agreement

SUMMARY

Council to approve renewal of a Lease Agreement for use of the Narembeen Airfield by Gerald Repacholi of Repacholi Aviation.

BACKGROUND

It was recently identified that a Lease the Shire of Narembeen has with India Oscar Juliet Pty Ltd (Repacholi Aviation - Gerald Repacholi) an aerial spraying contractor who continues to operate from the Narembeen Airfield (large workshop, office and numerous crop dusters) expired on the 28 February 2014.

COMMENT

Correspondence was sent to Mr Repacholi to request if he agreed to continue the Lease. The attached letter confirms that he does wish to extend the Lease for a further five year option expiring 28 February 2019.

The Lease (copy attached) was for an initial 10 year term and then two further terms of five years as per Section 6 Renewal Term.

CONSULTATION

Advice has been sought from Councils Solicitor, Civic Legal on the following:

- Renewal of the Lease as per Section 6 of the agreement in that Mr Repacholi did not request the renewal as per the Lease Agreement 3 months prior to expiry?
- Does the Lease need to be rewritten or can we extend the term for a further five years on exchange of letters of agreement?
- Can the rent be reviewed (item 3 of the Schedule)?
- If Mr Repacholi is required to pay all legal costs for renewal of the Lease (Section 6) and if so could an estimate be provided?
- Is the approval of the Minister of Lands required for renewal of the Lease?

STATUTORY IMPLICATIONS

Land Administration Act 1997 as per the Lease Agreement.

FINANCIAL IMPLICATIONS

The current lease payment has not changed since the Lease was first signed and is set at \$50 per annum.

Civic Legal has advised that the legal costs will be in the order of \$950.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Social

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

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

3.1.9 Maintain the Narembreen Airstrip with a view to future infrastructure upgrades.

Economic

4. An economy that is well prepared for the future

4.1 A diverse economic base that supports local business

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council, subject to legal advice:-

1. Renew the Lease of Crown Land on the property located at the Narembreen Airfield on Avon Location 21952, Reserve 18080 with India Oscar Pty Ltd (Repacholi Aviation - Gerald Repacholi) for an additional first term of 5 years with an expiration date of 28th February 2019.
2. Advise the Minister for Lands that the Lease has been renewed.
3. Advise Repacholi Aviation, Gerald Repacholi that the cost of legal advice will be at his expense.
4. Review the annual rental fee.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /



SHIRE OF NAREMBEEN

ABN 48 322 867 808
 1 LONGHURST STREET, NAREMBEEN, W.A. 6369
 TELEPHONE (08) 9064 7308
 FACSIMILE (08) 9064 7037
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<https://www.facebook.com/ShireofNarembeen/>



SHIRE OF NAREMBEEN			
RECEIVED:			
29.06.2017			
President:		CEO:	<input checked="" type="checkbox"/>
EMCS:		WM:	
EHO:		SFO:	
CRC:		Other:	
Filing:	ADM467		

OUR REF: ADM467

Mr Gerald Repacholi
 India Oscar Juliet Pty Ltd
 Box A562
 AUSTRALIND WA 6233

Dear Gerald,

LEASE OF CROWN LAND – AVON LOCATION 21952, RESERVE 18080

It has been identified that the Lease Agreement for the property located on Avon Location 21952, Reserve 18080 expired on 28th February 2014. There is an option to lease the leased premises for a first further term of 5 years with an expiration date of 28th February 2019.

If you agree to extend the lease for a further 5 years, please sign the letter below and return to the Shire office.

Upon receipt of this letter a deed recording the extension of the lease will be prepared for execution.

Should you have any queries please do not hesitate to contact me.

Your sincerely

Chris Jackson
 CHIEF EXECUTIVE OFFICER
 27 February 2017

I, Gerald Repacholi as Director of India Oscar Juliet Pty Ltd agree to lease the Leased Premises for the property located on Avon Location 21952, Reserve 18080 for an additional first term of 5 years with an expiration date of 28th February 2019.

Mr Gerald Repacholi
 Director

29-6-17
 Date

WESTERN AUSTRALIA
LAND ADMINISTRATION ACT 1997
TRANSFER OF LAND ACT 1893 as amended

LEASE OF CROWN LAND (L)

DESCRIPTION OF LAND (NOTE 1)

That portion of Lot 29608 on Deposited Plan 30179 as is shown hatched on the plan annexed to this lease

EXTENT

Part

VOLUME

3126

FOLIO

968

ENCUMBRANCES (NOTE 2)

Nil

LESSOR/LESSORS (NOTE 3)

SHIRE OF NAREMBEEN of 1 Longhurst Street, Narembeen, Western Australia

LESSEE/LESSEES (NOTE 4)

INDIA OSCAR JULIET PTY LTD ACN 058 200 043 of 6 Maule Road, Jandakot

TERM OF LEASE (NOTE 5)

10 Years

Nil Months

Nil Days

Commencing from the 1st day of March in the year 2004, together with two options to renew of 5 years

THE LESSOR HEREBY LEASES TO THE LESSEE the land above described subject to the encumbrances as shown hereon for the above term for the clear yearly rental of \$50 per annum payable annually in advance on the first day of each year during the Term

SUBJECT TO THE COVENANTS AND POWERS IMPLIED UNDER THE LAND ADMINISTRATION ACT 1997 AND THE TRANSFER OF LAND ACT 1893 AS AMENDED (UNLESS HEREBY NEGATED OR MODIFIED) AND ALSO TO THE COVENANTS AND CONDITIONS CONTAINED HEREIN.

2004

SHIRE OF NAREMBEEN

and

INDIA OSCAR JULIET PTY LTD
ACN 058 200 043

LEASE

MINTER ELLISON
Lawyers
Level 49, Central Park
152-158 St George's Terrace
PERTH WA 6000
Telephone (08) 9429 7444
Facsimile (08) 9429 7666
Reference MLM:JLP 60-1102199

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LEASE

THIS LEASE is made the

day of

2004

BETWEEN SHIRE OF NAREMBEEN of 1 Longhurst Street, Narembeen, Western Australia ('Lessor')

AND INDIA OSCAR JULIET PTY LTD ACN 058 200 043 of 6 Maule Road, Jandakot, Western Australia ('Lessee')

RECITALS:

- A. On 22 January 1975, the Land was vested in the Lessor for the purpose of 'Aerial Landing Ground' together with a power to lease for a term not exceeding 21 years.
- B. The vesting referred to in Recital A is continued as a management order under the *Land Administration Act 1997* (WA), Schedule 2, clause 16.
- C. Subject to certain approvals and consents, the Lessor has agreed to lease the Leased Premises to the Lessee and the Lessee has agreed to take the Leased Premises on lease from the Lessor upon and subject to the provisions of this Lease.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

1.1. Definitions

In this Lease unless the contrary intention appears the following expressions shall have the following meanings:

'Acts' includes all acts and statutes (State or Federal) for the time being enacted or modifying any acts and all regulations, by-laws, local laws, town planning schemes, requisitions, notices or orders made under any act from time to time by any statutory, public or other competent authority.

'Date of Commencement' means the date of commencement of the Term specified in Item 1 of the Schedule.

'First Further Term' means the term specified in Item 2 of the Schedule.

'Initial Term' means the initial term specified in Item 1 of the Schedule.

'Land' means Lot 29608 on Deposited Plan 30179 and being the whole of the land comprised in Qualified Certificate of Crown Land Title Volume LR3126 Folio 968.

'Lease' means this lease and any schedules and annexures.

'**Leased Premises**' means that portion of the Land having an area of 93.071 hectares, as is hachured on the plan annexed to this Lease, and includes any improvements as at the Date of Commencement or during the Term.

'**Lessee**' includes the employees, contractors, agents and invitees of the Lessee.

'**Lessee's Covenants**' means all or any of the covenants contained or implied in this Lease on the part of the Lessee to be observed and performed.

'**Minister**' means the Minister for Lands.

'**Rent**' means the rent specified in Item 3 of the Schedule.

'**Reserve**' means Reserve No 18080 vested in the Shire of Narembeen for the designated purpose of aerial landing ground.

'**Schedule**' means the schedule to this Lease.

'**Second Further Term**' means the second further term specified in the Schedule.

'**Term**' means the term specified in Item 1 of the Schedule and may include, where the context permits, any renewal or extension.

'**Valuer**' means a natural person who:

- (a) is licensed under the *Land Valuers Licensing Act 1978*; and
- (b) has not less than five years experience (including not less than two years experience in Australia); and
- (c) is a member of the Australian Property Institute (Inc) (Western Australian Division).

1.2. Interpretation

- (a) A reference to this Lease or any related document includes:
 - (i) both express and implied terms, covenants and conditions of; and
 - (ii) all variations and additions to,those documents at any time.
- (b) A reference to a person includes a reference to the person's personal representatives, executors, administrators, successors and assigns and a reference to a Corporation includes a reference to the Corporation's successors and assigns.
- (c) A reference to any person if that person ceases to exist or is reconstituted, renamed or replaced or its powers or functions are transferred to any other person, refers respectively to the person established or constituted in its place or succeeding to its powers or functions.

- (d) An obligation, covenant, representation or warranty in favour of two or more persons is for the benefit of them jointly and each of them severally.
- (e) An obligation, covenant, representation or warranty on the part of two or more persons binds them jointly and each of them severally.
- (f) A reference to any thing includes the whole or any part of that thing and a reference to a group of things or persons includes each thing or person in that group.
- (g) A reference to a clause or paragraph, the Schedule or an Annexure is a reference to a clause or paragraph in this Lease and the Schedule and the relevant Annexure to this Lease respectively.
- (h) The index and all headings have been included for ease of reference only and they are not to be used to construe or interpret any part of this Lease.
- (i) The covenants on the part of the Lessor:
 - (i) bind only the person entitled to the reversionary estate of the Land immediately expectant upon the determination of the term at the time of any act or default; and
 - (ii) do not render that person liable in damages except where the act or default of that person or its employees or agents occurs while that person is the registered proprietor of the Land.

2. OPERATIVE PART

Subject to:

- (a) the prior approval in writing of the Minister to this Lease;
- (b) any other necessary approvals and consents, if and to the extent that those approvals and consents are necessary; and
- (c) the terms and conditions upon which the Reserve is vested in the Lessor,

the Lessor leases the Leased Premises to the Lessee and the Lessee takes the Leased Premises on lease from the Lessor for the Term at the Rent and subject to and upon the covenants and conditions contained in this Lease.

3. LESSEE'S COVENANTS

The Lessee covenants with the Lessor:

3.1. Rent

To pay the Rent (free from all deductions) annually and in advance on the first day of each year during the Term to the Lessor.

3.2. Rates and Taxes

To pay the Lessor or other relevant authority all applicable local government, water or other rates, taxes, charges or levies assessed or payable in respect of the Leased Premises upon the due date for payment of those rates, taxes, charges or levies.

3.3. Statutory Obligations

Despite anything to the contrary contained or implied in this Lease, to immediately comply with all Acts relating to the Leased Premises or to the use of the Leased Premises by the Lessee.

3.4. Utilities Separately Metered

The Lessee must pay all charges for water consumption, electricity, telephone or other services or utilities or facilities (including meter rental) relating to the Leased Premises or the use or occupation of the Leased Premises. The Lessee must at its expense install any meters required to separately meter water, electricity, telephone or other services or utilities or facilities consumed by the Lessee for the Leased Premises.

3.5. Buildings and Alterations

To first obtain any approvals which may be required under any Act, including a development approval and a building licence, prior to erecting or suffering to be erected any building or structure on the Leased Premises or making or suffering to be made any alteration in or to any building or structure erected on the Leased Premises.

3.6. Use

Not to:

- (a) use or to permit to be used the Leased Premises for any purpose other than that of an aircraft hangar for repair and storage of aircraft;
- (b) carry on or suffer to be carried on upon the Leased Premises or any part of the Leased Premises any noxious, noisome or offensive trade, act, business, occupation or calling;
- (c) make, do or suffer upon the Leased Premises any act, matter or thing that may be or become a nuisance or annoyance to the Lessor or to other persons having access to the Reserve or to the owners or occupiers of the property adjacent to the Reserve;
- (d) clear or construct access roads within the Reserve without the prior consent of the Lessor and the Minister first being obtained; or
- (e) cut down any trees, plants or shrubs or sell, remove or otherwise dispose of any clay, sand, gravel, timber or other materials from the Leased Premises or the Reserve.

3.7. Entry by the Lessor

To permit the Lessor and its officers and employees to have access to the Leased Premises at all reasonable times.

3.8. Cleaning

To keep and maintain the Leased Premises clean and tidy and free of dirt and rubbish.

3.9. Maintenance

During the Term, and for so long as the Lessee remains in possession or occupation of the Leased Premises, to maintain, replace, repair and keep the Leased Premises in good and substantial repair, order and condition.

3.10. Not to Sublet, Mortgage or Part with Possession

Not to sublet, mortgage or part with possession of the Leased Premises or any part of the Leased Premises or the benefit of this Lease without the prior consent in writing of the Lessor PROVIDED THAT the covenants and agreements on the part of any sublessee shall be deemed to be supplementary to the Lessee's Covenants and shall not in any way relieve or be deemed to relieve the Lessee from the Lessee's Covenants.

3.11. Not to Assign

Not to assign the Leased Premises or any part of the Leased Premises or the benefit of this Lease without the prior consent in writing of the Lessor and the Minister PROVIDED THAT:

- (a) if the Lessee wishes to assign the whole of the Leased Premises and the benefit of this Lease, the Lessor shall not unreasonably withhold its consent to the assignment if:
 - (i) the Lessee procures the execution by the proposed assignee of a deed of assignment of this Lease to which the Lessor is a party, prepared and completed by the Lessor's solicitors at the cost of the Lessee in all respects; and
 - (ii) all Rent then due or payable shall have been paid and there shall not be any existing unremedied breach of any of the Lessee's Covenants;
- (b) the covenants and agreements on the part of any assignee shall be deemed to be supplementary to the Lessee's covenants and shall not in any way relieve or be deemed to relieve the Lessee from the Lessee's Covenants; and
- (c) Sections 80 and 82 of the *Property Law Act 1969* are excluded from and do not apply to this Lease.

3.12. Costs

To pay all costs of and incidental to the preparation, execution and stamping of this Lease and to pay all costs, charges and expenses (including solicitors' costs) incurred by the Lessor on any breach of the Lessee by any of the covenants or conditions contained in this Lease.

3.13. Indemnity

To indemnify and keep indemnified the Lessor and the Minister from and against all liability to any person in respect of:

- (a) death, injury or loss of or damage to property occurring on the Leased Premises;
- (b) the escape of any liquid or gas from the Leased Premises; and
- (c) any nuisance committed on or arising out of the use of the Leased Premises by the Lessee or any other person, whether or not the Lessor has consented to that use.

3.14. Vacating Leased Premises

- (a) Upon the expiration or sooner determination of the term, to yield up the Leased Premises cleared of all buildings, improvements, fixtures, fittings and chattels and in a clean and tidy condition and free of any rubbish or debris to the satisfaction of the Lessor;
- (b) Any buildings, improvements, fixtures, fittings and chattels not removed by the Lessee after the expiration or sooner determination of the term in accordance with paragraph (a) shall at the Lessor's option by giving written notice to the Lessee become the property of the Lessor free of all encumbrances.

3.15. Public Risk Insurance

To effect and keep effected in respect of the Leased Premises in the joint names of the Lessor and the Lessee adequate public risk insurance for the time being in an amount not less than ten million dollars (\$10,000,000) in respect of any one claim or such higher amount as the Lessor shall from time to time require, with an insurance company approved by the Lessor, and to notify the Lessor details of the insurance and to ensure that such insurance conforms with the reasonable requirements from time to time of the Lessor of which the Lessee is given notice, and if required by the Lessor to produce the policy in respect of public risk insurance to the Lessor and the receipt for the last premium.

4. LESSOR'S COVENANT FOR QUIET ENJOYMENT

The Lessor covenants with the Lessee that subject to the rights of the Crown and subject to all the terms and conditions upon which the Leased Premises are vested in and held by the Lessor, the Lessee paying the Rent reserved by this Lease and observing and performing the covenants and conditions to be observed and performed, the Lessee will peaceably hold and enjoy the Leased Premises during the Term without any interruption by the Lessor or any person rightfully claiming under it.

5. MUTUAL AGREEMENTS

The parties agree as follows:

5.1. Default by Lessee

- (a) If the Lessee defaults in the observance or performance of any of the covenants or conditions in this Lease and the default continues for fourteen (14) days after written notice requiring the default to be remedied has been given to the Lessee by the Lessor; or
- (b) If any person is in occupation of the Leased Premises or any part of the Leased Premises or in receipt of the rents and profits of the Leased Premises other than the Lessee,

the Lessor may determine this Lease and if thought fit, re-enter the Leased Premises and remove all property belonging to the Lessee and hold possession as if this Lease had not been made, without any process of law or further authority. The Lessor's rights under this clause are without prejudice to the right of action of the Lessor in respect of any antecedent breach of the Lessee's Covenants.

5.2. Lessor May Remedy Lessee's Default

If the Lessee omits or neglects to pay any money or to do or effect anything which the Lessee has covenanted to pay, do or effect, then on each and every such occasion it shall be lawful for, but not obligatory upon, the Lessor and without prejudice to any rights or powers arising from such default, to pay such money or to do or effect such thing by itself as if it were the Lessee and for that purpose the Lessor may enter upon and remain on the Leased Premises for the purpose of doing or effecting any such thing, and any money so expended by the Lessor shall be repayable by the Lessee to the Lessor upon demand.

5.3. Holding Over

If the Lessee remains in possession of the Leased Premises after the expiration of the Term, the Lessee shall be a monthly tenant of the Lessor at a rent equivalent to the Rent payable by the Lessee at the expiration of the Term and otherwise and on the same terms and conditions of this Lease. Any such holding over may be terminated by either party giving one month's written notice to the other of its intention to determine the holding over.

5.4. Notices

Any notice required to be served under this Lease shall be sufficiently served on the Lessee if left addressed to the Lessee on the Leased Premises and shall be sufficiently served on the Lessor if addressed to the Lessor and left at or sent by post to the Lessor at the address specified in this Lease (or at such other address as is notified in writing by the Lessor to the Lessee) and a notice sent by post shall be deemed to be given at the time when it ought to have been delivered in due course of post unless the contrary is shown.

5.5. Proper Law

This Lease shall be governed by the laws of Western Australia.

6. RENEWAL OF TERM

6.1. First Further Term

- (a) If the Lessee desires to lease the Leased Premises for the First Further Term, the Lessee shall give to the Lessor notice in writing of that desire not earlier than 6 months but not later than 3 months prior to the expiration of the Initial Term, and if at the time of giving such notice there shall be no outstanding breach or non-observance of any of the Lessee's Covenants, then the Lessor will at the cost of the Lessee grant to the Lessee a lease of the Leased Premises for the First Further Term on the same terms and conditions as are contained or implied in this Lease other than this right of renewal at the Rent referred to in Item 3 of the Schedule.
- (b) Upon the valid exercise of the option to renew this Lease, the Lessee shall, prior to the expiration of the Initial Term, execute a deed recording the extension of this Lease. The deed shall be prepared by the Lessor's solicitors in a form approved by the Lessor at the expense of the Lessee in all respects including payment of all stamp duty and the Lessor's solicitors' costs and disbursements.

6.2. Second Further Term

- (a) If the Lessee desires to lease the Leased Premises for the Second Further Term, the Lessee shall give to the Lessor notice in writing of that desire not earlier than 6 months but not later than 3 months prior to the expiration of the First Further Term, and if at the time of giving such notice there shall be no outstanding breach or non-observance of any of the Lessee's Covenants, then the Lessor will at the cost of the Lessee grant to the Lessee a lease of the Leased Premises for the Second Further Term on the same terms and conditions as are contained or implied in this Lease other than this right of renewal at the Rent specified in Item 3 of the Schedule.
- (b) upon the valid exercise of the option to renew this Lease, the Lessee shall, prior to the expiration of the First Further Term, execute a deed recording the extension of this Lease. The Deed shall be prepared by the Lessor's solicitors in a form approved by the Lessor at the expense of the Lessee in all respects including payment of all stamp duty and the Lessor's solicitors' costs and disbursements.

7. GST

- (a) In this clause:
 - (i) 'GST' has the same meaning as it has in section 195-1 of the GST Act;
 - (ii) 'GST Act' means *A New Tax System (Goods and Services Tax) Act 1999* (Cth);
 - (iii) 'Input Tax' means an amount equal to the amount of GST paid or payable by the Lessor in relation to a Supply;

- (iv) **'Primary Payment'** means any payment by the Lessee to the Lessor under this Lease;
 - (v) **'Supply'** has the same meaning as it has in section 9-10 of the GST Act and excludes any 'GST-free supplies' and 'input taxed supplies' as those terms are defined in section 195-1 of the GST Act; and
 - (vi) **'Tax Invoice'** has the same meaning as it has in section 195-1 of the GST Act and in the *A New Tax System (Goods and Services Tax) Regulation 1999*;
- (b) The Lessor and the Lessee acknowledge and agree that the amount of all Primary Payments specified in this Lease are exclusive of GST;
 - (c) Subject to paragraph (d), if the Lessor is liable by law for any GST on any Primary Payment, the Lessee must pay to the Lessor the amount of the GST;
 - (d) For the purpose of calculating GST payable by the Lessee to the Lessor on the Supply of Outgoings by the Lessor to the Lessee, the amount of any GST which the Lessor paid to supplier and is entitled to claim under the GST Act as Input Tax is to be excluded;
 - (e) The Lessee must pay to the Lessor any GST it is required to pay to the Lessor under this Lease at the same time and in the same manner as the Lessee is required to pay the Primary Payment to which the amount of GST relates;

SCHEDULE

Item 1: Term

10 years

Date of Commencement

1 March 2004

Date of Expiration

The final day of February 2014

Item 2: First Further Term

5 years

Date of Commencement of First Further Term

1 March 2014

Date of Expiration

The final day of February 2019

Second Further Term

5 years

Date of Commencement of Second Further Term

1 March 2019

Date of Expiration

The final day of February 2024

Item 3: Rent

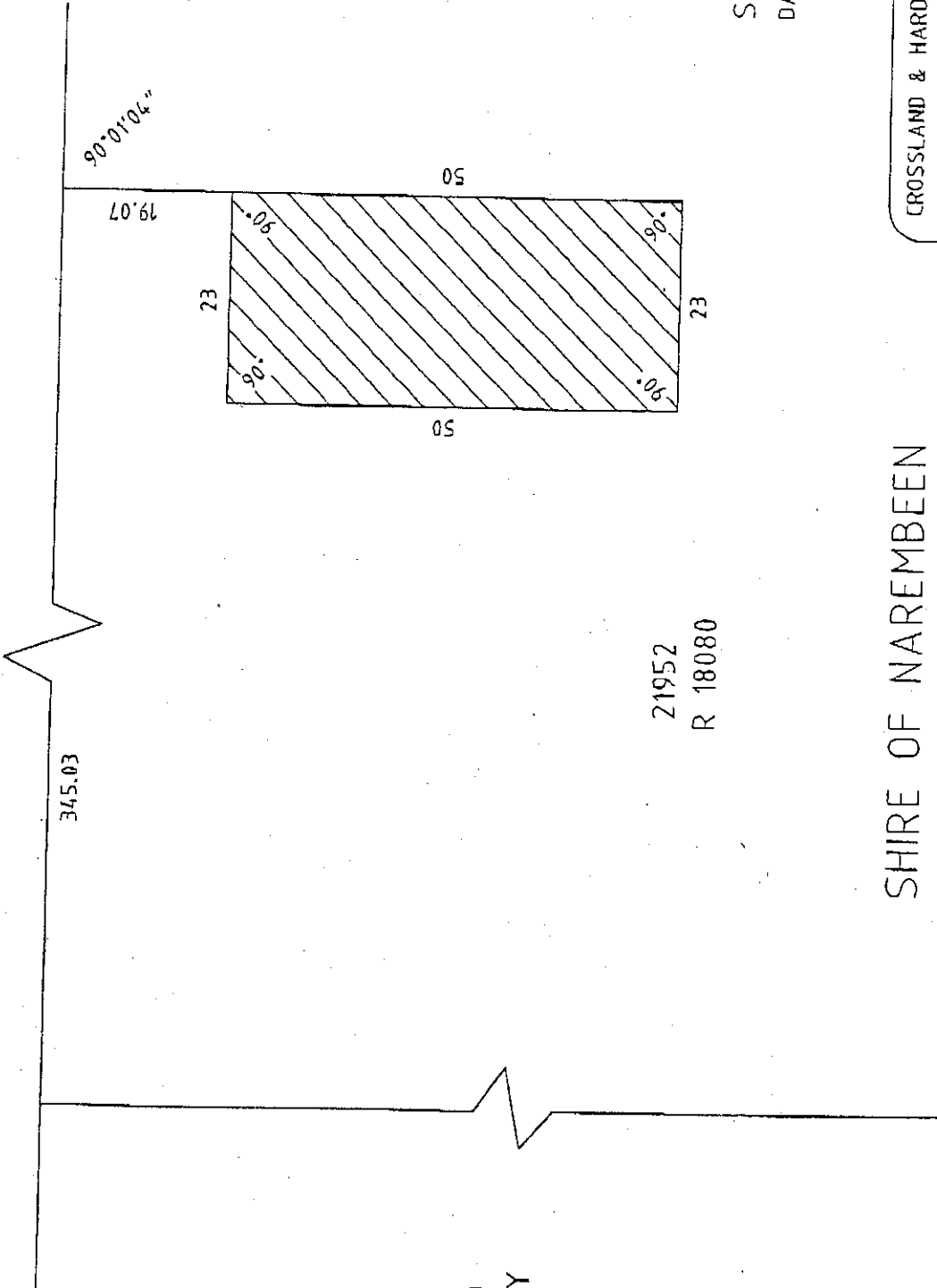
\$50 per annum fixed for the Term, including any extensions to the Term

Item 5: Special Conditions

1. The Lessee shall not be liable to pay Shire rates to the Lessor pursuant to clause 3.2 of the Lease for the first 4 years of the Term. Thereafter the Lessee will be required to pay Shire rates to the Lessor in accordance with clause 3.2.

2. The consent of the Lessor to any use of the Leased Premises not stated in clause 3.6 must be sought and obtained prior to the change of use occurring. The Lessor reserves the right to terminate the Lease on giving the Lessee 3 months written notice if it does not consent to the change of use proposed.

EMU HILL ROAD EAST

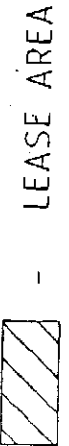


SCALE 1:750
DATE 6/12/2001

CROSSLAND & HARDY PTY LTD
CONSULTING LICENSED SURVEYORS
177 RAILWAY PARADE, MAYLANDS 4051
TEL 9272 2234 FAX 9370 3547
EMAIL kland@inet.net.au

SHIRE OF NAREMBEEN
LEASE AREA
AVON LOC 21952
RESERVE 18080

PLAN 174/01



ATTESTATION SHEET

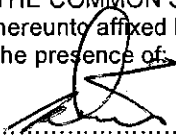
Executed by the parties as a Deed on the

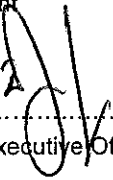
day of

in the year 2004

LESSOR/LESSORS SIGN HERE (NOTE 9)

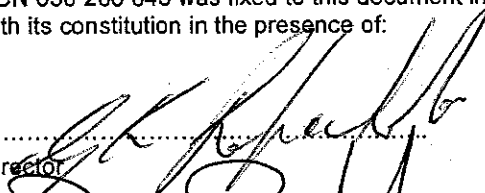
THE COMMON SEAL of the SHIRE OF NAREMBEEN was hereunto affixed by authority of a resolution of the Council in the presence of:

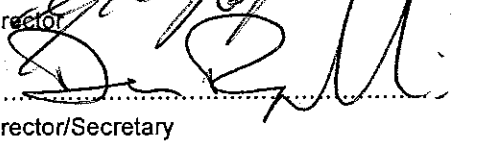

.....
President


.....
Chief Executive Officer

LESSEE/LESSEES SIGN HERE (NOTE 9)

THE COMMON SEAL of INDIA OSCAR JULIET PTY LTD ACN 058 200 043 was fixed to this document in accordance with its constitution in the presence of:


.....
Director


.....
Director/Secretary



INSTRUCTIONS

1. If insufficient space in any section, Additional Sheet Form B1 should be used with appropriate headings. The boxed sections should only contain the words "See Annexure"
2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
3. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.
4. Duplicates are not issued for Crown Land Titles.

NOTES

1. **DESCRIPTION OF LAND**
Lot and Diagram/Plan number or Location name and number to be stated.
Extent - Whole, part or balance of the land comprised in the Certificate of Crown Land Title to be stated.
The Certificate of Crown Land Title Volume and Folio number to be stated.
2. **ENCUMBRANCES**
To be identified by nature and number, if none show "nil".
3. **LESSOR**
State the full name and address of Lessor/Lessors and the address/addresses to which future notices can be sent.
4. **LESSEE**
State full name of Lessee/Lesseees and the address/addresses to which future notices can be sent. If two or more state tenancy eg Joint Tenants, Tenants in Common. If Tenants in Common specify shares.
5. **TERM OF LEASE**
Term to be stated in years, months and days. Commencement date to be stated. Options to renew to be shown.
6. **RECITE ANY EASEMENTS TO BE CREATED**
Here set forth any Easements to be created as appurtenant to the lease commencing with the words "together with" and/or any Reservations hereby created encumbering the lease commencing with the words "reserving to".
7. **RENTAL**
State amount in words.
8. **PAYMENT TERMS**
State term of payment. Eg, by instalments of \$.... payable on the..... day of each month/the months of in each year, commencing with a payment of \$..... on or before the day of/execution of this lease by the Lessee.
9. **EXECUTION**
A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of witnesses must be stated.

EXAMINED

OFFICE USE ONLY

LEASE OF CROWN LAND (L)

LODGED BY **Minter Ellison**

ADDRESS **Level 49 Central Park
152-158 St George's Terrace
PERTH WA 6000**

PHONE NO. **9429 7444**

FAX NO. **9429 7666**

REFERENCE **TMW 1102199
i:\personalt\weston\nh14908.doc**

ISSUING BOX NO. **119**

PREPARED BY **Minter Ellison**

ADDRESS **Level 49 Central Park
152-158 St George's Terrace
PERTH WA 6000**

PHONE NO. **9429 7444**

FAX NO. **9429 7666**

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

Empty box for instructions regarding document issuance to other than the lodging party.

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1.	_____	Received items
2.	_____	Nos.
3.	_____	
4.	_____	Receiving Clerk
5.	_____	
6.	_____	

Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.

AGENDA ITEM: 8.4.3 - Local Government Elections 2017

Subject:	Local Government Elections 2017
Applicant:	Chief Executive Officer
File Ref:	ADM27
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	4 July 2017
Attachments:	Election Timetable; Electoral Code of Conduct

SUMMARY

For Council to discuss the options of the Local Government Elections to be held on 21 October 2017.

BACKGROUND

Local Government Elections are due to be held on Saturday 21st October 2017.

The following Councillors terms expires at this time:-

- Cr Rhonda Cole
- Cr Gina DeLuis
- Cr Stephen Padfield
- Cr Sydney Parsons

COMMENT

Summary of actions that require early planning and nomination of process to conduct the Elections include:-

1. Nominate "In Person Elections" vs "Postal Voting Elections". If Postal Voting is favoured then this will need to be nominated and submitted to the Electoral Commissioner prior to 2nd August 2017.
2. Appoint the Chief Executive Officer as the Returning Officer to endorse the Voting "In Person" option if adopted. This has been delegated to the Chief Executive Officer position previously.
3. Polling Places Naremben – Shire Administration Offices.
4. Adoption of a Code of Conduct for Local Government Elections both for Candidates and appointed Staff to abide by during the election process. The Electoral Commissioner is responsible for conducting postal elections in Western Australia and conducts voting in person elections on request by local government under the [Local Government Act 1995](#).
5. By making the Electoral Commissioner responsible for these elections, the local governments concerned ensure that elections are conducted independently and with impartiality. In addition, these local governments have adopted a method of conducting elections that is more convenient for electors and typically achieves a higher rate of voter participation.

Council has always conducted an 'in person' election and it is recommended that this process continue. Whilst a quote for conducting a postal voting election has not been obtained, it is still considered to be more cost effective and locally appropriate for an 'in person' election.

The 2017 Local Government Elections will be conducted and counted on “First Past the Post” preference counting.

Candidate nominations open 7th September 2017 and close on 14th September 2017.

It is a requirement under section 4.27(1)(d) of the *Local Government Act 1995* that returning officers ensure the proper and efficient conduct of elections. Regulation 8 of the *Local Government (Elections) Regulations* requires the returning officer to prepare or adopt an electoral code of conduct for elections. A copy of the Shire of Narembeen Electoral Code of Conduct as adopted in August 2015 is attached.

Council is therefore asked to review the code of conduct as presented. The code is given to anyone who is appointed as an Electoral Officer and is available to candidates.

Regulation 8(2) of the *Local Government (Elections) Regulations* sets out the principles that the code is to contain to ensure that all electoral officers act:

- lawfully;
- professionally;
- fairly and impartially;
- with honesty and integrity; and
- without any conflict of interest.

CONSULTATION

Chief Executive Officer

STATUTORY IMPLICATIONS

Local Government Act 1995 (as amended)
Various sections relating to preparation and holding of an Election
Electoral Act (Commencement of Amendments) Act 1987
Electoral Act 1907
Electoral Regulations 1996
Electoral Rules 1908
Local Government (Elections) Regulations 1997
Local Government (Constitution) Regulations 1998

Local Government Act 1995 section 4.27

4.27. Regulations about electoral officers and conduct of elections

- (1) Regulations may include provisions —
 - (a) about the appointment of returning officers under section 4.20(4), and deputy returning officers under section 4.21(2), and their removal or suspension by the Electoral Commissioner; and
 - (b) about the appointment, removal or suspension of electoral officers by returning officers; and
 - (c) about the declarations to be made by electoral officers; and
 - (d) setting out functions to be performed by local governments, CEOs and returning officers to ensure the proper and efficient conduct of elections.
- (2) Despite any other written law, the decision of the Electoral Commissioner or a returning officer about the appointment, removal or suspension of an electoral officer is final.

Local Government (Elections) Regulations - Regulation 8

8. Electoral codes of conduct — s. 4.27(1)(d)
- (1) This regulation applies to the ordinary elections to be held in 1999 and to each subsequent election.
 - (2) The RO for any election to which this regulation applies is to prepare or adopt an electoral code of conduct for the election that aims to ensure that all electoral officers act —
 - (a) lawfully; and
 - (b) professionally; and
 - (c) fairly and impartially; and
 - (d) with honesty and integrity; and
 - (e) without any conflict of interest,in relation to the election.
 - (3) The RO is to provide each electoral officer with a copy of, or access to a copy of, the electoral code of conduct.
 - (4) An electoral officer is to observe and comply with the electoral code of conduct.

FINANCIAL IMPLICATIONS

\$5,000 has been included in the 2017/2018 Shire of Narembeen Financial Budget for Election Costs.

POLICY IMPLICATIONS

Policies and Guidelines as prepared by the Department of Local Government are available and relate to;

- Standing for Council – Information for Candidates
- Returning Officer Manual for Voting in Person Elections
- A Guide for Candidates – Local Government Postal Elections
- A Guide for Scrutineers – Local Government Postal Elections

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Elect an 'In Person Voting' process for its Local Government Elections 2017.
2. Appoint the Chief Executive Officer as the Returning Officer for the Shire of Narembeen Elections.
3. Nominates the Shire of Narembeen Administration Building to conduct the 2017 Local Government Election process including for polling of votes and the counting of votes.
4. Reconfirms its adoption of the Shire of Narembeen Electoral Code of Conduct as presented

COUNCIL RESOLUTION

MIN

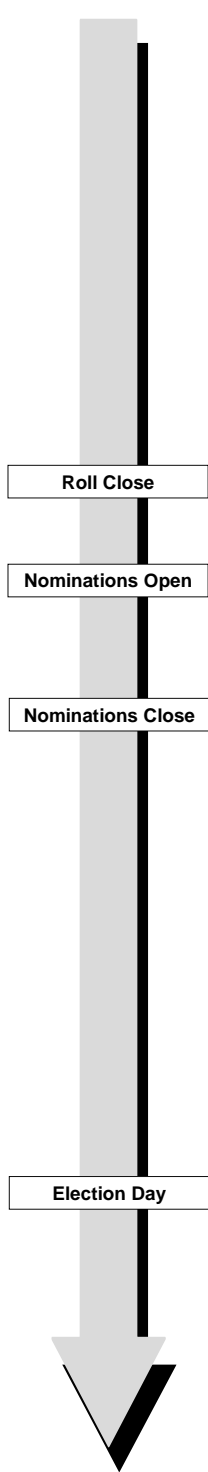
MOTION - Moved Cr.

2nd Cr.

CARRIED /



POSTAL ELECTION TIMETABLE 2017 Local Government Ordinary Election



Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for declaration to have the Electoral Commissioner conduct a postal election.	LGA 4.20 (2)(3)(4)	Wed	2/08/2017
80	A decision made to conduct the election as a postal election cannot be rescinded after the 80th day.	LGA 4.61(5)	Wed	2/08/2017
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the election.	LGA 4.20 (4)	Sat	12/08/2017
70 to 56	Between the 70th/56th day the CEO is to give Statewide public notice of the time and date of close of enrolments. Preferred date Wednesday 16 August 2017	LGA 4.39(2)	Sat to Sat	12/08/2017 to 26/08/2017
56	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		26/08/2017
56	Advertising may begin for nominations from 56 days and no later than 45 days before election day. Preferred date Wednesday 30 August 2017	LGA 4.47(1)	Sat	26/08/2017
50	Close roll 5.00 pm	LGA 4.39(1)	Fri	1/09/2017
45	Last day for advertisement to be placed calling for nominations.	LGA 4.47(1)	Wed	6/09/2017
44	Nominations Open First day for candidates to lodge completed nomination paper, in the prescribed form, with the Returning Officer. Nominations period is open for 8 days.	LGA 4.49(a)	Thu	7/09/2017
38	If a candidate's nomination is withdrawn not later than 4.00 pm on the 38th day before election day, the candidate's deposit is to be refunded.	Reg. 27(5)	Wed	13/09/2017
37	Close of Nominations 4.00 pm on the 37th day before election day.	LGA 4.49(a)	Thu	14/09/2017
36	Last day for the CEO to prepare & certify an owners & occupiers roll for the election. Last day for the Electoral Commissioner to prepare & certify a residents roll.	LGA 4.41(1) LGA 4.40(2)	Fri	15/09/2017
29	Commencement of lodgement of Country Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Fri	22/09/2017
26	Public Holiday		Mon	25/09/2017
24	Commencement of lodgement of Metropolitan Local Government District election packages with Australia Post. Delivery dependent on normal Australia Post standards.		Wed	27/09/2017
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg. 18(2)	Fri	29/09/2017
19	Last day for the Returning Officer to give Statewide public notice of the election. Preferred date Wednesday 20 September 2017	LGA 4.64(1)	Mon	2/10/2017
19	Commence processing returned election packages		Mon	2/10/2017
0	Election Day Close of poll 6.00 pm	LGA 4.7	Sat	21/10/2017

Post Election Day	Post Declaration	References to Act/Regs		Date
5	Election result advertisement.	LGA 4.77	Thu	26/10/2017
14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	Reg.81	Sat	4/11/2017
28	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA 4.81(1)	Sat	18/11/2017



ELECTORAL CODE OF CONDUCT

Shire of Narembeen

Electoral Code of Conduct

Introduction

This code of conduct contains the principles and standards we are to apply in performing electoral officer duties.

Elections are the very foundation of our democratic society and vigilance is required in preserving the integrity of the electoral process.

Elections can also be an emotional experience for winning and losing candidates and a fertile area for disputation if cause exists. All candidates are entitled to expect that we will so conduct ourselves as to ensure the election outcome is a true expression of the will of the electorate.

An election is also an opportunity for personal contact with a big number of the Shire's customers. Casting a vote will be one of the few direct contacts some will have with the Shire during the course of the year. Our goal should be to project an image of professionalism, impartiality and friendliness.

The charter for this Code of Conduct is contained in Elections Regulation 8, which provides -

- “8. (1) *This regulation applies to the ordinary elections to be held in 1999 and to each subsequent election.*
- (2) *The RO for any election to which this regulation applies is to prepare or adopt an electoral code of conduct for the election that aims to ensure that all electoral officers, act -*
- a) lawfully;*
 - b) professionally;*
 - c) fairly and impartially;*
 - d) with honesty and integrity; and*
 - e) without any conflict of interest,*
in relation to the election.
- (3) *The RO is to provide each electoral officer with a copy of, or access to a copy of, the electoral code of conduct.*
- (4) *An electoral officer is to observe and comply with the electoral code of conduct.”*

This Code of Conduct is a living document in that it will be examined by us each year to ensure that the guidance contained therein remains relevant and attuned to on-the-job experiences. Your contribution to this on-going review will be appreciated and in the interim, do not hesitate to raise, either directly with the RO or through an appropriate forum, ethical issues impacting on our role as electoral officers.

Our Commitment

Act Lawfully

We will -

- complete the Form 1 declaration before acting
- prepare so that we are familiar with the Act and Regulations, and the duties expected of us : ask questions so that uncertainties are resolved before election day
- exercise care in carrying out duties and making decisions: penalties for electoral offences are high
- abide by the detail of the Act, Regulations, and instructions issued, in performing all duties
- maintain surveillance to ensure security of election papers and secrecy of the ballot
- report offences to the appropriate authority.

We will not -

- make improper use of official information for the gain or detriment of any person, or falsify reports.

Act Professionally

We will -

- dress in a manner which depicts the professional position we hold
- open on time
- behave in a consistently ethical, competent and reliable manner
- be familiar with the Local Government Act and Regulations
- obey promptly any lawful instruction of a supervising officer
- assist and cooperate with other staff
- observe “no smoking” policies of the Shire

Act Fairly and Impartially

We will -

- act impartially to serve the common good, while recognising that equity can involve treating people differently according to their circumstances
- be polite and sensitive to customer needs : explain the reason for decisions
- be alert to any attempt by candidates/scrutineers to gain an unfair advantage : report any questionable activities in this regard to the appropriate authority
- refrain from making comments of a party political nature, or about candidates or local referendum issues, or policies of the Council.

We will not -

- solicit or accept gifts, fees, favours or remuneration of any kind, from a candidate or person assisting a candidate.

Act with Honesty and Integrity

We will -

- advise if we cannot allow a vote, and why
- have available a supply of Enrolment Eligibility Claim forms
- invite aggrieved persons to exercise their rights of appeal or complaint
- explain processes and procedures

Duty of Care

As electoral officers we must exercise a duty of care in order to fulfil our obligations effectively and without causing harm. Such a duty of care includes -

- ensuring the efficient and effective use of the resources placed at our disposal
- being accountable for the use of those resources; and
- setting an example by supporting and monitoring ethical behaviour.

Act with No Conflict of Interest

Electoral officers are to act without conflict of interest.

Generally, a conflict of interest exists if the relationship between a prospective electoral officer and a candidate is such as could influence, or be seen by others to influence, the partiality with which electoral provisions are administered.

Examples of “closely associated” relationships an officer could have to a candidate where a conflict of interest might arise include:

- A spouse (includes defacto) of the candidate
- A parent of a candidate
- A close relative of a candidate
- A partner of a candidate
- An employee of a candidate
- A trustee, if a candidate is a beneficiary
- Associated through his/her spouse who is living with the officer and is -
 - (a) parent of a candidate living with them
 - (b) partner of a candidate
 - (c) an employee of a candidate or
 - (d) a trustee, if a candidate is a beneficiary

If any officer has such a “close association” or is the director of a company associated with a candidate they must disclose the relevant detail to the RO and accept that person’s judgment as to whether or not the ‘interest’ should preclude their engagement as an electoral officer.

AGENDA ITEM: 8.4.4 - Water Corporation Waterwise Council Program

Subject:	Water Corporation Waterwise Council Program
Applicant:	Sheree Thomas
File Ref:	ADM616
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Sheree Thomas
Date:	11 th July 2017
Attachments:	Memorandum of Understanding

SUMMARY

Council is to consider becoming a Waterwise Council with the Water Corporation.

BACKGROUND

The Shire of Narembeen has worked or is currently working on a number of water related issues and improvements within the community to ensure high standards of water conservation and protection including:-

- Completion of upgrade to townsite water supply and farmlands water upgrades.
- A major upgrade of the sprinkler and pump system at the oval during the last financial year.
- Wadderin Dam - discussions have recommenced with the Water Corporation for the Shire to take over the reserve for both conservation and water purposes. This process should be done by the end of the year. The plan would be to put in new infrastructure such as a stand pipe at the dam and we will be looking for funding for this project. (Department of Water)
- Avoca Farm - The CEO & Works Manager have been looking at the benefits of sourcing funding to place a pump at the dam on the farm which is holding water so that it may be used for road works or consideration could be given to pumping water to the townsite dam for watering of the town oval. (Department of Water)
- Water Reuse - The Water Corporation have commended the design work for a new effluent reuse system for taking water from their sewerage ponds treating it and using on the town oval. A \$1.2m project. This will replace the outdated shire coloration system.
- Updates for the 4 standpipes that we have in the Shire with the card swipe system are included in the budget for Council's consideration. The swipe card system is over 10 years old and does need improvement to control and monitor the use of water together with recouping the cost of the water. The new system will allow us to have real time monitoring on who and when water from each of the standpipes is being used.

Given the above focus on water projects it would be advantageous for Council to consider a partnership with the Water Corporation and the Department of Water to join the Waterwise Council program.

The aim of the program is to build a co-operative working relationship with Local Governments to promote sound water management and improve water use efficiency in Local Governments and their communities.

The Waterwise Council program aims to achieve water savings both at corporate and community level in the longer-term. It will also assist Council to improve water management for public open spaces and to reduce overall water use.

The program involves meeting the following Program criteria:-

- Council commitment to participate in the Waterwise Council Program.
- Review of Council's water consumption and the creation of a Water Efficiency Action Plan for potable and non-potable water sources for all Council operations and the community.
- Ensure that appropriate staff members complete Waterwise training.
- No breaches of groundwater licence terms or conditions set by the Department of Water and no breaches of scheme water usage in the past 12 months.
- Report annually to retain Waterwise Council endorsement, evidence should be provided to demonstrate compliance with the Program criteria.
- Council to recognise the partnership with the Water Corporation and the Department of Water through promotion where appropriate on Council's website, on materials and at events.

Last year, Council participated in the shower head exchange program which was free to community members, this was successfully run by the Narembeen CRC.

A copy of the Memorandum of Understanding (MOU) and Program Assessment Criteria to become involved in the Waterwise Council Program is attached to this report.

The MOU term is not for an identified period but rather until either party decides they no longer wishes to participate in the Program.

COMMENT

Becoming a Waterwise Council will provide a number of benefits, including:-

- A better understanding of Council's water use.
- Potential water and financial savings through improved efficiency.
- Free specialist Waterwise training courses for appropriate Council staff.
- Access to Waterwise materials on water efficiency and conservation.
- Access to the Waterwise branding to promote the Council as a sustainable water manager.
- Recognition as a leader in water use efficiency and conservation

The MOU is presented to Council for consideration and endorsement.

CONSULTATION

Chris Jackson, Chief Executive Officer
Kathy Balt, Regional Engagement & Communications Officer, Water Corporation

STATUTORY IMPLICATIONS

Local Government Act 1995

FINANCIAL IMPLICATIONS

As listed in the item.

POLICY IMPLICATIONS

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

STRATEGIC PLAN REFERENCE

- 8 A protected and valued natural environment
- 8.1 High standards in water conservation and protection
- 8.1.1 Capture and reuse storm water through appropriate storm water design and layout throughout the Shire (including on buildings)
- 8.1.2 Investigate funding for renewable energy sources to Council facilities.
- 8.1.3 Work with best practice providers and neighbouring Shires to tackle salinity
- 8.1.4 Work with the Water Corp to ensure ageing infrastructure is replaced and is available for new residences and industry
- 8.1.5 Provide access to stand pipes during emergency situations

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council considers entering into a Memorandum of Understanding with the Water Corporation and the Department of Water to become a Waterwise Council.

COUNCIL RESOLUTION

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

CARRIED /

Memorandum of Understanding

This document represents an agreement between Water Corporation, the Department of Water and <Council>

Purpose

The purpose of this Memorandum of Understanding (MOU) is to outline Shire of Narembeen's commitment to the Waterwise Council Program (the Program) and detail the organisation's commitment to build a cooperative working relationship to improve water use in the Shire of Narembeen area and increase awareness of the importance of water efficiency and conservation in the community.

Term

This MOU will guide the working relationship between the parties to achieve the MOU intent for a period from the date of its signing until either party decides it no longer wishes to participate in the Program. At that time, the working relationship between the parties will be reviewed.

Background

Water Corporation and the Department of Water launched the Waterwise Council Program in 2009 to build a cooperative working relationship with local government to improve water use efficiency in their operations and their communities.

Population and economic growth combined with the changing climate are placing additional pressures on those planning, managing and using our water resources. In response, the State Government is creating a portfolio of options to meet our future water demands highlighting the importance of water use efficiency.

The partnership with local government is an essential component in achieving water savings in our communities. The Program will assist local government to improve water management of potable and non-potable sources for public open space and facilities. The Program also supports behavioural changes in the community by encouraging the use of products and services designed to reduce water demand.

Water Corporation and the Department of Water:

- Will present the council with an official acknowledgement of achievement on completion of the program criteria. Additional recognition will be provided to endorsed councils that have achieved significant progress towards best practice water efficiency in council operations and the community.
- Will provide the council with branding to promote the council as Waterwise.
- Will promote the council as Waterwise through any relevant advertising campaigns and on both the Corporation and Department's websites.
- Will provide access to Waterwise training including all training materials at no charge to councils participating in the Program.

Shire of Narembeen

Will work with Water Corporation and the Department of Water to improve water management and champion water efficiency, take part in appropriate promotional activities and encourage all appropriate staff to undertake relevant Waterwise training.

- Will commit to meeting the Program criteria as detailed below:
 1. Council commitment – sign this Memorandum of Understanding confirming the council's commitment to participate in the Waterwise Council Program.
 2. Review council water consumption and create a Water Efficiency Action Plan for potable and non-potable water sources for all council operations and the community.
 3. Ensure that appropriate staff members complete Waterwise training.
 4. No breaches of groundwater licence terms or conditions set by the Department of Water and no breaches of scheme water usage in the past 12 months. (This includes permanent water efficiency measures)
 5. Report annually to retain Waterwise Council endorsement. Evidence to demonstrate compliance with the Program criteria will be requested every year. Should a council fail to meet the criteria, Water Corporation and the Department of Water may remove the council's endorsement status. If endorsement is withdrawn this automatically removes the council's right to use the Program branding.

- Will recognise the partnership with Water Corporation and the Department of Water through promotion where appropriate on the council's website, on materials and at events.

Future Commitments

1. The parties commit to:

Recognise and protect the intellectual property that parties may invest in the preparation of any promotion or offer.

Ensure logos used on all promotional materials are used in accordance with the organisation's guidelines and that the appropriate approvals are received prior to use.

Nominate a point of contact at each organisation that will be responsible for overseeing progress towards the purpose of this MOU.

2. The parties will not disclose, advertise, or publish the details of this MOU without the prior written consent of the other parties, unless required to do so under law.

No Obligations

The parties agree that in working towards the purpose of this MOU they will deal with each other and conduct themselves in accordance with good commercial business and industrial practice.

The relationship between the parties is limited to carrying out the purpose of the MOU.

This MOU does not preclude either organisation from developing similar mutually beneficial understandings with other parties.

Date of Effect

XX/XX/XXXX

For Water Corporation	
By	
Name	
Title	
Date	

For Department of Water	
By	
Name	
Title	
Date	

For Shire of Narembeen	
By	
Name	
Title	
Date	

8.5 Executive Manager Corporate Services

AGENDA ITEM: 8.5.1 - Executive Manager Corporate Services Report

Subject:	Executive Manager Corporate Services Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	12 July 2017
Attachments:	Letter from DLGC

SUMMARY

Consider the report from the Executive Manager Corporate Services and endorse any actions as appropriate.

BACKGROUND

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

COMMENT

Budget Adoption and Rates Issuing

As you would be aware, it is intended that the Council's 2017/2018 Financial Budget be adopted at the July 2017 meeting. This will allow rates to be issued by Friday 28th July 2017, with the discount period being until Friday 1st September 2017.

2017 Local Government Risk Analysis

On 5 July 2017, Council received correspondence from the Department of Local Government and Communities wishing to bring to our attention '*financial management issues*' relating to a number of Council's ratios which are below the benchmark. I have had a discussion with David Tomasi, partner from Moore Stephens and he advised that there are several Local Governments who have received these letters. Staff will continue to seek advice from Moore Stephens as we work out an action plan for this issue; mostly likely to take place in conjunction with the review of Council's Long Term Financial Management Plan.

GECZ Meeting – Merredin 22nd June 2017

I attended the Great Eastern Country Zone meeting in Merredin on behalf of Chris. There was quite a bit of discussion surrounding the new Australian Accounting Standard which requires Council and senior staff to record Related Party Transactions. I found it interesting to note that while it was being discussed at this level and everyone in attendance being affected by it, they have had very little information given to them regarding it. Having attended a number of financial workshops, the issue has been discussed at length in these forums, but obviously has not made it back to each of the Local Government's Council Chambers yet.

Narembeen Homes for the Aged

We have received formal confirmation that Reserve 29226 on the corner of Hilton Way and Ada Street has had its purpose changed from Recreation to Aged Care.

I am currently in discussions with the Executive Committee of Narembeen Homes for the Aged regarding the proposed lease agreement.

There appears to have been some confusion over insurance. This matter is being rectified and the signing of the lease papers will occur once finalised.

Transfer 33 Thomas Street, Narembeen

The paperwork for the transfer of 33 Thomas Street, Narembeen for the non-payment of rates has been signed and sent off. We have received correspondence that the paperwork was incorrect and will be resent prior to Council's July 2017 meeting.

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Narembeen Strategic Community Plan

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council receive the Executive Manager Corporate Services Report for July 2017 and endorse the associated actions.

COUNCIL RESOLUTION

MIN

MOTION – Moved: Cr.

2nd: Cr.

CARRIED /



Our Ref: 202-17, NB3-14, E1727439



Cr Rhonda Cole
President
Shire of Narembeen
1 Longhurst Street
NAREMBEEN WA 6369

SHIRE OF NAREMBEEN			
RECEIVED:			
President:		CEO:	
EMCS:		WM:	
EHO:		SFO:	
CRC:		Other:	
Filing:	ADM474		

Dear Cr Cole

2017 LOCAL GOVERNMENT RISK ANALYSIS

As part of the Department's *Compliance Framework* and monitoring role, various statutory reports prepared by local governments together with audit reports and management letters are reviewed to identify whether there are compliance issues, or financial management weaknesses that should be addressed.

This monitoring process has identified financial management issues which we draw to your attention.

The purpose of this letter is to request that the Council reviews, via its Audit Committee, the three financial and two asset ratios reporting below standard at 30 June 2016. Council needs to endorse strategies to ensure it has action plans in place to deliver continual improvement in ratios currently below standard. It is requested that Council advises what actions have been endorsed to achieve those outcomes. Your response by 31 July 2017 is requested.

Should you wish to discuss any aspect of this, please contact Alan Carmichael, A/Manager Sector Monitoring on 6552 1430 or email alan.carmichael@dlgc.wa.gov.au.

Yours sincerely

Mary Adam
A/EXECUTIVE DIRECTOR, SECTOR REGULATION AND SUPPORT

30 June 2017

cc Mr Christopher Jackson, CEO, Shire of Narembeen

AGENDA ITEM: 8.5.2 - Narembeen Recreation Centre – Narembeen Club Inc. Rent Review

Subject:	Narembeen Recreation Centre Rent Review
Applicant:	Narembeen Club Inc.
File Ref:	ADM455
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	3 July 2017
Attachments:	Nil

SUMMARY

Council to discuss rent review of the Lease Agreement for the Recreation Centre with the Narembeen Club Inc.

BACKGROUND

At its April 2015 ordinary meeting, Council resolved the following:

COUNCIL RESOLUTION

MIN5930/15 MOTION – Moved: Cr. B Cole 2nd: Cr. S Parsons

That Council approve the Lease Agreement between the Shire of Narembeen and Narembeen Club Inc. for the Narembeen Recreation Centre for a 10 year period with a further option of 10 years and that the document be signed by the Shire President and Chief Executive Officer and that the seal be affixed. Subject to amendment to clause item 15 (c) delete the words 'use its best endeavours to'.

CARRIED 7/0

Schedule 1, Item 7(A & B), Rent of the signed agreement states that rent of \$25,000 per annum plus GST will be off-set against the pre-estimate of the operating costs that the Shire would likely have spent if the lease had not been granted. This agreement is for ten years and rent review is due on the 2nd October 2017. It is recommended that the rent of \$25,000 continue as per clause 7(A) and be offset.

COMMENT

Council have previously been informed of the ongoing research into the allocation of utilities at the Recreation Centre and how best to split the cost of utilities between the Shire and the Club.

Given the costs spent to date between the Shire and the Club on electricity and gas, instead of the Club paying an annual rental to the Shire, it is suggested that the Club continue to pay the electricity for the whole building. As there are sub-metres in operation for the oval, bowling green and netball courts, these charges can be invoiced to the Shire periodically to ensure Council is still paying for those facilities.

The club has been paying all electricity at the facility since March 2016. Prior to that, the invoices were paid by the Shire. This total amount paid by the Shire of \$17,185.43 was invoiced to the club. To date, this amount remains outstanding pending the clarification of how the utility charges will be split.

Currently, the club is responsible for the cleaning of the whole facility, including the change rooms. Taking into account this and the cost of lighting for the surrounds of the facility and the change rooms, a fair substitution of rent would be the coverage of these costs.

To date, Council has been paying the gas for the centre and it is envisaged that Council will continue to do so under this revised rental agreement.

To June 2017 total electricity paid for the premises totals in excess of \$60,000 and gas charges to this time are over \$13,000.

With the estimated cost of cleaning and the electricity charges associated with changerooms and external areas, it is reasonable to equate the annual rent of \$25,000 to be offset by these works.

CONSULTATION

Chris Jackson – Chief Executive Officer
Kellie Mortimore – Secretary, Narembeen Club Inc.

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There may be some legal fees payable to have the revised Lease Agreement drawn up.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Shire of Narembeen Strategic Community Plan 2023

- 2.1 Inclusive sport and recreation participation, with diverse activities and facilities
- 2.2 Medical infrastructure and services that support a healthy community
- 2.3 Infrastructure and services that create our community identity and facilitates growth

Our Actions

Upgrade and expand the current Narembeen Recreation Centre to cater for the local and regional community

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Authorise the rent review of the Lease for the Recreation Centre and Item 7 (a) of Schedule 1 of the lease agreement be amended to read:

“From the 2nd October 2017 until the second anniversary of this date, the rent is \$25,000 per annum plus GST but such rent will be off-set against the genuine pre-estimate of the operating cost that the Shire would have otherwise spent if the Lease had not been granted to the Lessee. For the avoidance of any doubt, the effect of this clause is that the Tenant is not required to make any rent payment to the Lessor for a further two years of the lease.”

2. This lease to be reviewed again in two (2) years' time.
3. Instruct staff to discuss with the Club the power charges for the netball, bowling and oval lighting and to have the Club invoice regularly as per the sub-metres.
4. Authorise the invoices to the Club totalling \$17,185.43 for electricity from 02/10/2015 to 04/03/2016 be 50% reversed so \$8,592.71 is payable by both parties;
5. Continue to cover the cost of gas for the facility.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM 8.5.3: Narembeen Community Resource Centre Report – July 2017

Subject:	Narembeen Community Resource Centre Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Leanne Brooke-Mee
Date:	12 th July 2017
Attachments:	Nil

SUMMARY

Council is to consider the Community Resource Centre report for July 2017.

BACKGROUND

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

COMMENT

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

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

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

Reduction to Contract Term – Department of Regional Development

We were shocked last week to receive notification from the Department of Regional Development (DRD) that the tender for funding for the CRC would have the contract term reduced to 18 months with a possible extension of another 15 months.

We are currently working with the Shire of Narembeen to gather support letters from the community as valuable evidence of the CRC's vital work in the Narembeen community.

The Narembeen CRC is committed to continuous improvement and to develop services that best meet the needs of the local community, working proactively with key stakeholders to continue to grow and stay connected with community needs.

Thank you to Chris Jackson for his continued support of the CRC and being available last week to speak on the radio. Also to Sheree Thomas for her assistance in writing the media release. We will continue to work closely with staff at the Shire of Narembeen to ensure this service remains in the Narembeen community.

Community Training

The CRC has had an influx of requests for a wide range of training for the community. We will continue to source trainers that can deliver these services to a high level. In July we will be holding a Baby/Toddler First Aid course and an Excel course.

Narembeen Fencepost

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

Facebook Page – Social Media Tool

The CRC is utilising their Facebook page with status updates and photos on a regular basis, which continues to keep the community and Facebook readers informed. We find that Facebook is our biggest asset in reaching the community and we are constantly seeking new ways to keep the community interested in what we do.

Business Training

The CRC continues to provide training opportunities for the business community. We recently held a forklift License and will be holding a truck licence course soon.

NADOIC Week

This year was the first year that the Narembeen CRC took part in NADOIC Week. We had a dot painting poster competing as well Kevin Collard come in to talk to the kids. 15 children attended.

Style Workshop

35 Ladies attended the style workshop at the Recreation centre. The feedback that we received was very positive and shows that we are on the right track in how to bring the city to the country.

Multicultural Potluck

We attended event with 27 people coming along to share food and stories. We had a good mix of people who normally don't attend CRC events and we have started to build more relationships with community members.

Business Women's Networking Event

We had this event at Sapphires, our Guest speaker Bonnie Cole gave a great account of her career path and was enjoyed by many. Feedback showed that the ladies would like to hear more stories from locals.

S.O.C.K Week (Save Our Country Kids)

This event was very close to a lot of people's hearts and I would say it was a great success. Narembeen came together to spread the word of Road Safety. The messages were passed far and wide via radio, TV and social media. We look forward to holding another SOCK Week in 2017 and encouraging other communities to be involved with the campaign.

Coming Events

Country Arts WA Show – Barbara and Barry

CONSULTATION

Sheree Thomas, Community & Economic Development Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

- 1 A sense of place and pride in who we are 1.1 An inclusive, safe, considerate and welcoming community
- 1.2 A community that supports and provides opportunities for our families
- 1.3 A creative community accompanied by engaging and innovative events and celebrations
- 6 Access to lifelong learning for all stages of life
- 6.1 The local economy is growing and prosperous, offering a diverse range of job opportunities

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That the Shire Council receives the CRC Co-ordinator's Report for July 2017.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.4 - Write Off Various Debtors

Subject:	Write Off Outstanding Debtors
Applicant:	Shire of Narembeen
File Ref:	ADM19
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Rachael Moore, Finance Officer
Date:	11th July 2017
Attachments:	Nil

SUMMARY

Council to provide direction on doubtful debts.

BACKGROUND

Council staff are continually reviewing accounts in order to finalise outstanding matters. The following debt has been brought to Council for comment/review/direction.

Harold Walter Jones (Deceased)

Invoices were raised in October 2009 for water and power usage at the school farm, totalling \$2092; no payments have ever been made against this debt however in 2011 Council wrote off a portion of this debt (\$990.30). Mr Jones passed away on the 20th July 2014.

The possibility of Council recovering the outstanding amount is unlikely.

COMMENT

The Shire of Narembeen has been in communication with the Lawyers for the Estate of Walter Jones regarding settlement of the outstanding rates; the submission for any creditors was to be lodged in April however the outstanding debtor was overlooked.

Given the extended period that this amount has remained outstanding, the fact that the debt has not been listed as an outstanding creditor and the previous write off relating to this charge, it is requested that the amount be written off.

CONSULTATION

Chief Executive Officer
Senior Finance Officer

STATUTORY IMPLICATIONS

Local Government Act 1995

- 6.12. Power to defer, grant discounts, waive or write off debts
- (1) Subject to subsection (2) and any other written law, a local government may
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money,
which is owed to the local government.
- * Absolute majority required.
- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

[Section 6.12 amended by No. 64 of 1998 s. 39.]

6.13. Interest on money owing to local governments

- (1) Subject to any other written law, a local government may resolve* to require a person to pay interest at the rate set in its

FINANCIAL IMPLICATIONS

141282000 - Debtor write offs \$1101.70

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Shire of Narembeen Strategic Community Plan 2023

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

9.2 Manage the organisation in a responsible, accountable and consultive manner.

- Ensure Council decision making supports fair allocation of resources, service and facilities across the Shire.
- Increase productivity of Shire staff.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council Authorise:-

The Chief Executive Officer write off the debt of \$1101.70 for the late Harold Walter Jones for water and power usage.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.5.5 - 2017/2018 Budget Adoption

Subject:	Shire of Narembeen 2017/2018 Annual Budget
Applicant:	Nil
File Ref:	ADM465
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	12 July 2017
Attachments:	Shire of Narembeen 2017/2018 Annual Budget (separate attachment), 2017/2018 Fees and Charges (including CRC)

SUMMARY

Council to adopt the Annual Budget for the Shire of Narembeen for the period ending 30 June 2018.

BACKGROUND

Over the last two months, staff have worked to put together the annual budget. This included a budget workshop with Councillors held prior to the June Council meeting. At the conclusion of the budget workshop, Council decided to set the rate increase at approximately 3%.

COMMENT

Budget Information Comparison from 2016/2017 to 2017/2018

The following table compares major budget areas of income and expenditure between 2016/2017 and 2017/2018 budgets.

Section	2016/2017	2017/2018	Difference
EXPENDITURE			
Capital inc Roads	\$ 7,682,417	\$ 6,807,895	-\$ 874,522
Road Maintenance	\$ 712,120	\$ 540,290	-\$ 171,830
Storm Damage (WANDRRA)	\$ 1,200,000	\$ 5,500,000	\$ 4,300,000
Plant Budget	\$ 768,965	\$ 911,367	\$ 142,402
Salaries & Wages	\$ 1,923,365	\$ 1,861,005	-\$ 62,360
Utilities	\$ 277,850	\$ 47,900	-\$ 29,950
Insurance	\$ 189,953	\$ 80,587	-\$ 9,366
	\$ 12,754,670	\$ 16,049,044	\$ 3,294,374
INCOME			
Operating Grants	\$ 3,441,279	\$ 7,044,732	\$ 3,603,453
Rates (Proposed) net of Discount	\$ 1,555,560	\$ 1,603,936	\$ 48,376
Non-Operating Grants	\$ 5,652,723	\$ 4,585,359	-\$ 1,067,364
	\$ 10,649,562	\$ 13,234,027	\$ 2,584,465

Notes to the above table:

- Within the road capital, road maintenance and plant budget all items of expenditure listed have a salaries and wages component included.
- The salaries and wages is listed with the total of salaries and wages for the entire workforce therefore includes the above.

- While road maintenance is down significantly on last year's budget, this is due to a last capital works program and the offset of the WANNDRA repairs which will take place on over 200km of road.
- The lower budgeted cost on utilities can be attributed to the installation of the solar panels and the Recreation Centre, Pool and Admin Office, as well as last year's figure including a payout of the outstanding amount for the pool.
- Savings to insurance are as a result of LGIS going out to tender on a number of schedules.
- The 2017/2018 operating grants budget include only 50% of the Financial Assistance Grants as the balance was received prior to 30 June 2017 and has been included in the budget's brought forward balance.

Notes to the Draft Budget Document

- Income Statement by program and Nature and Type
- Rate Increase – It is proposed for Council to adopt a 3.01% increase of the rates
- Following adoption of the budget a formal copy will be printed for staff and Councillors.
- The opening balance for 2017/2018 financial year is estimated on assumptions and is likely to change with the adoption of the Annual Financial Report for the 2016/2017 year.
- The budget will then be adjusted during the budget review in February 2018.

Council adopted the Fees and Charges at its May 2017 meeting. As per requirements these were subsequently advertised to be affective 1st July 2017. Since that time staff have discussed additional charges that should be included in its fees and charges. This includes hire of the gym for group sessions by instructors that has not previously been included in Council's fees and charges.

Additionally, the charges associated with disposal of refuse at Bendering should be included in our fees and charges. These fees are paid to the Shire of Corrigin but given the Shire of Narembreen's part ownership of the facility, it is believed that the fees should be included in our fees and charges as well. At the time of writing, the Shire of Corrigin had not finalised their fees and charges. Once completed, these fees and charges will be added to Council's fees and charges through resolution.

CONSULTATION

Chief Executive Officer
Works Manager
Finance Officer
CRC Coordinator

STATUTORY IMPLICATIONS

Local Government Act 1995

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

** Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —

- (a) the expenditure by the local government; and
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government; and
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
 and
 - (c) the fees and charges proposed to be imposed by the local government; and
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget; and
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.

[Section 6.2 amended by No. 49 of 2004 s. 42(8) and 56.]

6.45. Options for payment of rates or service charges

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
- (a) 4 equal or nearly equal instalments; or
 - (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
- (a) by a single payment; or
 - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.

- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.
- (4) Regulations may —
- (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
 - (b) prescribe circumstances in which payments may or may not be made by instalments; and
 - (c) prohibit or regulate any matters relating to payments by instalments; and
 - (d) provide for the time when, and manner in which, instalments are to be paid; and
 - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and
 - (f) provide for any other matter relating to the payment of rates or service charges.

6.46. Discounts

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may, when imposing a rate or service charge, resolve* to grant a discount or other incentive for the early payment of any rate or service charge.

* *Absolute majority required.*

FINANCIAL IMPLICATIONS

Shire of Narembeen 2017/2018 Annual Budget

POLICY IMPLICATIONS

Shire of Narembeen – Policy 3.1.1 Budget Adoption

Council is to receive a draft budget for consideration at the July meeting of each year with a view to adoption by 31 July in that year

STRATEGIC PLAN REFERENCE

Shire of Narembeen – Strategic Community Plan

- 9 Provide good strategic decision making, governance, leadership and professional management
- 9.1 Develop leadership skills and behaviours that enhance the knowledge, skills and experience of the Shire staff and Council
- 9.2 Manage the organisation in a responsible, accountable and consultative manner
- 9.3 Deliver services that meet the current and future needs and expectations of the community, whilst maintaining statutory compliance

RELATED PARTY TRANSACTIONS

There are no related party transactions that relate specifically to the adoption of the budget. However, throughout the course of the financial year budgeted funds may be expensed to a number of parties that could be considered related parties. As this arises the transactions will be recorded

OFFICER RECOMMENDATION

Council adopts the following for the 2017/2018 Financial Year:-

1. That the GRV Rate in the Dollar of \$0.118937 be adopted.
2. That the UV Rate of \$0.014541 be adopted.
3. That a minimum rates of \$445.00 per property for all Gross Rental Value Residential and Unimproved Value for rateable property within the district be adopted.
4. Council offers to ratepayers the following payment options for 2017/2018:-

Option	Due By
Option A – One Payment (Includes 4% discount and automatic entry into prize draw (No cost to Council))	1 st September 2017
Option B – 4 Instalment Option	1 st September 2017 3 rd November 2017 12 th January 2018 16 th March 2018

5. No instalment option is offered for rubbish charges – no instalment interest or penalty interest to apply.
6. Administration fee of \$10.00 per reminder rate notice (Option B).
7. Instalment interest to be levied at 5.5%.
8. Late payment penalty interest to be levied at 11% for Rates and Emergency Services Levy for all outstanding rates from the applicable due date.
9. Discount – 4% for early payment of rates within 35 days of issue (ie: by 1st September 2017).
10. The rating Valuations for Gross Rental Value of \$1,730,729 be adopted.
11. The rating Valuations for Unimproved Value of \$98,103,903 be adopted.
12. That the Rubbish Removal Service Charge of \$335.00 per service, per annum be adopted with all additional services at a cost of \$368.50 including GST.
13. That the fees and Charges as presented for 2017/2018 be adopted.
14. That Council elects a Material Variance of 10% of Budget or \$25,000, whichever is greater, by reporting program as the Material Variance under FM Reg 4..
15. The Accounting Policies contained within the 2017/2018 Budget Document be adopted as Council's Accounting Policies and the Policy Manual be updated accordingly.
16. That the 2017/2018 Budget including the above items be adopted.

COUNCIL RESOLUTION

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

CARRIED /

Schedule of Fees & Charges for 2017/18

**GOVERNANCE**

COA No.	General	FEE	GST	TOTAL
4221600	Administration Fee on Rates Instalments (GST not applicable)	\$ 30.00		\$ 30.00
3121600	Rate Enquiry Fee	\$ 60.00	\$ 6.00	\$ 66.00
4222000	Document / Building Plan Search Fee	\$ 60.00	\$ 6.00	\$ 66.00
3121600	Rate Book - Full print out	\$ 40.00	\$ 4.00	\$ 44.00
4222000	Credit Card Transaction Fee	1.5% of total transaction		
4222000	Administration Fee for sale of Shire plates	\$ 20.00	\$ -	\$ 20.00
4222000	Shire of Narembreen - Council Meeting Minutes (cost per month)	\$ 10.00	\$ 1.00	\$ 11.00
4222000	Electoral Roll	\$ 60.00	\$ 6.00	\$ 66.00
4222000	Freedom of Information - Application fee	\$ 40.00	\$ 4.00	\$ 44.00
4222000	Freedom of Information - Administration / Staff time \$/hr	\$ 60.00	\$ 6.00	\$ 66.00
4222000	Freedom of Information - Postage	Charged at Cost + 20% Admin fee		
4222000	Freedom of Information - Photocopying	As per schedule below		

COA No.	Photocopying	FEE	GST	TOTAL
4222000	Staff Administrative Support (per \$/hr)	\$ 40.00	\$ 4.00	\$ 44.00
4222000	A3, A4 & Foolscap 0-9 copies (cost per page)	\$ 1.00	\$ 0.10	\$ 1.10
4222000	10 - 100 copies (cost per page)	\$ 1.00	\$ 0.10	\$ 1.10
4222000	100 + copies (cost per page)	\$ 0.50	\$ 0.05	\$ 0.55
4222000	Bulk Photocopying Minimum 100 copies	By Negotiation		
4222000	Document Binding (per document)	\$ 5.00	\$ 0.50	\$ 5.50
4222000	Colour Printing (per page)	\$ 4.00	\$ 0.40	\$ 4.00

LAW, ORDER AND PUBLIC SAFETY

COA No.	District Maps	FEE	GST	TOTAL
4222000	Sale of district maps (small)	\$ 10.00	\$ 1.00	\$ 11.00
4222000	Sale of district maps (large)	\$ 20.00	\$ 2.00	\$ 22.00

HOUSING

COA No.	Staff Housing	FEE	GST	TOTAL
9121000	26 Hilton Way (CEO)	As per employment contract		
9121000	16 Hilton Way	\$ 300.00	\$ -	\$ 300.00
9121000	20 Cheetham Way (Works Manager)	As per employment contract		
9121000	10 Hilton Way	As per employment contract		
9121000	21 Northmore Street (weekly)	\$ 65.00	\$ -	\$ 65.00
9121000	15 Northmore Street (weekly)	\$ 65.00	\$ -	\$ 65.00
9121000	10b Ada Street (weekly)	\$ 65.00	\$ -	\$ 65.00
9121000	8 Cheetham Way (EMCS)	As per employment contract		
9121000	26 Thomas Street (weekly)	\$ 65.00	\$ -	\$ 65.00
9121000	18 Hilton Way (weekly)	\$ 250.00	\$ -	\$ 250.00

COA No.	Other Housing (Market Rate Value)	FEE	GST	TOTAL
9223000	1/31 Currall Street Joint Venture (weekly)	\$ 200.00	\$ -	\$ 200.00
9121000	2/31 Currall Street Joint Venture (weekly)	\$ 200.00	\$ -	\$ 200.00
9223000	3/31 Currall Street Joint Venture (weekly)	\$ 200.00	\$ -	\$ 200.00
9221010	1/33 Currall Street Joint Venture (weekly)	\$ 180.00	\$ -	\$ 180.00
9121000	2/33 Currall Street Joint Venture (weekly)	\$ 180.00	\$ -	\$ 180.00
9121000	3/33 Currall Street Joint Venture (weekly)	\$ 180.00	\$ -	\$ 180.00
9221010	4/33 Currall Street Joint Venture (weekly)	\$ 180.00	\$ -	\$ 180.00
9221020	1/24 Doreen Street Joint Venture (weekly) - Central Ag Care	\$ 200.00	\$ -	\$ 200.00
9221020	2/24 Doreen Street Joint Venture (weekly)	\$ 200.00	\$ -	\$ 200.00

Schedule of Fees & Charges for 2017/18

**COMMUNITY AMENITIES****SANITATION**

COA No.	General	FEE	GST	TOTAL
1012100	Domestic Refuse/Recycle Charge 120/240 litre per annum (1 Bin)	\$ 335.00		\$ 335.00
1012100	Domestic Refuse/Recycle Charge 240 litre per annum (Additional Bin/s)	\$ 335.00	\$ 33.50	\$ 368.50
1022200	Asbestos Disposal Charge per cub.m. - Health (Disposal of Asbestos) Reg 1992			
1022200	Asbestos Burial (to be wrapped) <i>Per tonne</i>			As per Regulation
1022200	Asbestos Burial (large quantities) <i>Per tonne + machine hire</i>			As per Regulation plus machine hire
1022200	Building Rubble <i>Per cubic Metre</i>	\$ 40.91	\$ 4.09	\$ 45.00
1022200	Car bodies <i>Per car</i>	\$ 41.91	\$ 4.19	\$ 46.10
1022200	Concrete, rock, gravel, sand <i>Per cubic Metre</i>	\$ 42.91	\$ 4.29	\$ 47.20
1022200	Fencing wire <i>Per cubic Metre</i>	\$ 8.00	\$ 0.80	\$ 8.80
1022200	Wool pack <i>Per bag</i>	\$ 8.00	\$ 0.80	\$ 8.80

CEMETERY CHARGES

COA No.	For Each Interment:	FEE	GST	TOTAL
1052100	Grant of Right of Burial/Plot Reservation	\$ 150.00	\$ 15.00	\$ 165.00
1052100	<i>a) In Open Ground (no perpetual maintenance) plus Grant of Right of Burial</i>			
1052100	For interment of any person Monday to Friday	\$ 600.00	\$ 60.00	\$ 660.00
1052100	For interment of any person Weekend & Public Hol.	\$ 1,200.00	\$ 120.00	\$ 1,320.00
	Niche Wall: plus Grant of Right of Burial			
1052100	Single interment	\$ 220.00	\$ 22.00	\$ 242.00
1052100	Reservation of Niche	\$ 70.00	\$ 7.00	\$ 77.00
1052100	Plaque Single			Charged at Cost + 20% Admin fee
	Exhumations			
1052100	Fee for exhumation	\$ 100.00	\$ 10.00	\$ 110.00
1052100	Re-opening of grave for exhumation	\$ 300.00	\$ 30.00	\$ 330.00
1052100	Re-interment in new grave after exhumation	\$ 300.00	\$ 30.00	\$ 330.00
	Re-opening of Grave			
1052100	For each interment	\$ 222.73	\$ 22.27	\$ 245.00
1052100	For each interment of cremated ashes	\$ 36.36	\$ 3.64	\$ 40.00
	Miscellaneous Charges			
1052100	Copy of a Grant of Right of Burial	\$ 40.00	\$ 4.00	\$ 44.00
1052100	Funeral Booking Fee - late notice charge (less than 24 hours)	\$ 40.00	\$ 4.00	\$ 44.00
1052100	Permit to erect monument, headstone or memorial	\$ 50.00	\$ 5.00	\$ 55.00
1052100	Removal of Monumental work prior to reopening	\$ 135.00	\$ 13.50	\$ 148.50

Schedule of Fees & Charges for 2017/18

**RECREATION & CULTURE**

COA No.	SWIMMING POOL	FEE	GST	TOTAL
	Casual Admission Charges			
1122200	Under 5	No Charge		
1122200	Child 5 - 16	\$ 1.88	\$ 0.19	\$ 2.00
1122200	Adult 16+	\$ 3.78	\$ 0.38	\$ 4.00
1122200	Senior/Concession	\$ 1.88	\$ 0.19	\$ 2.00
1122200	Spectator	\$ 1.88	\$ 0.19	\$ 2.00
	Centre Membership			
1122200	Family Season Ticket	\$ 189.83	\$ 18.98	\$ 210.00
1122200	Adult Season Ticket	\$ 100.00	\$ 10.00	\$ 110.00
1122200	Child Season Ticket	\$ 68.20	\$ 6.82	\$ 75.00
1122200	Senior/Concession Season Ticket	\$ 68.20	\$ 6.82	\$ 75.00
1122200	Monthly Ticket - Family	\$ 54.55	\$ 5.45	\$ 60.00
1122200	Monthly Ticket - Adult	\$ 31.80	\$ 3.18	\$ 35.00
1122200	Monthly Ticket - Child	\$ 22.70	\$ 2.27	\$ 25.00
1122200	Monthly Ticket - Senior	\$ 22.70	\$ 2.27	\$ 25.00

RECREATION/HALLS

COA No.	Venue Hire	FEE	GST	TOTAL
1112100	Town Hall (Weddings, Community Functions, Meetings, Events)	\$ 200.00	\$ 20.00	\$ 220.00
1112100	Town Hall (Dance/Social Clubs)	\$ 40.00	\$ 4.00	\$ 44.00
	Equipment Hire			
1132400	Large Trestle	\$ 13.64	\$ 1.36	\$ 15.00
1132400	Small Trestle	\$ 10.00	\$ 1.00	\$ 11.00
1132400	Chairs (each)	\$ 5.00	\$ 0.50	\$ 5.50
1132400	Replacement of cost of broken chair	\$ 50.00	\$ 5.00	\$ 55.00
1132400	Tablecloth	\$ 5.00	\$ 0.50	\$ 5.50
1132400	Deposit Required	\$ 50.00	\$ 5.00	\$ 55.00
1132400	Stage Hire - per piece	\$ 30.00	\$ 3.00	\$ 33.00
	Minimum Charge on all of the Above			\$ 15.00

COA No.	Gymnasium	FEE	GST	TOTAL
1132150	Annual Gym Membership	\$ 120.00	\$ 12.00	\$ 132.00
1132150	3 Monthly Gym Membership	\$ 60.00	\$ 6.00	\$ 66.00
1132150	Monthly Gym Membership	\$ 20.00	\$ 2.00	\$ 22.00
1132150	Casual Gym Usage per visit	\$ 10.00	\$ 1.00	\$ 11.00
1132150	Hire of Gym for Group Classes (Payable by Instructor)	\$ 10.00	\$ 1.00	\$ 11.00
3202910	Swipe Card Bond (Held in Trust) (Refundable)	\$ 50.00	-	\$ 50.00

COA No.	Sporting Clubs	FEE	GST	TOTAL
1132200	Bowling Club	\$ 5,454.55	\$ 545.45	\$ 6,000.00
1132300	Football Ground Fees	\$ 3,636.36	\$ 363.64	\$ 4,000.00
1132300	Cricket Ground Fees	\$ 909.09	\$ 90.91	\$ 1,000.00
1132300	Hockey Ground Fees	\$ 1,363.64	\$ 136.36	\$ 1,500.00
1132300	Tennis Ground Fees	\$ 2,727.27	\$ 272.73	\$ 3,000.00
1132300	Netball Ground Fees	\$ 1,363.64	\$ 136.36	\$ 1,500.00

COA No.	HISTORY BOOKS/LIBRARY	FEE	GST	TOTAL
1152100	Sale of Book titled "Vaultee Vengeance" (plus postage & handling)	\$ 31.31	\$ 3.13	\$ 34.00
1142200	Overdue Library Books (Notice and Administration Charge)	\$ 4.90	\$ 0.49	\$ 5.00

COA No.	COMMUNITY BUS	FEE	GST	TOTAL
3202700	Deposit on Bus Hire (Refundable)	\$ 200.00	\$ -	\$ 200.00
1052400	Bus Hire Charge (Rate per Kilometre) - Conditions Apply	\$ 1.00	\$ 0.10	\$ 1.10

Schedule of Fees & Charges for 2017/18

**ECONOMIC SERVICES**

COA No.	STANDPIPE CHARGES	FEE	GST	TOTAL
1362100	Landholders who have scheme water (Per Kilolitre)	\$ 3.00	\$ -	\$ 3.00
1362100	Landholders with no scheme water connection (Per Kilolitre)	\$ 2.00	\$ -	\$ 2.00

COA No.	CARAVAN PARK	FEE	GST	TOTAL
1322100	Powered Site (Per Week)	\$ 120.00	\$ 12.00	\$ 132.00
1322100	Powered Site (Per Day)	\$ 25.00	\$ 2.50	\$ 27.50
1322100	Unpowered Site (Per Week)	\$ 40.00	\$ 4.00	\$ 44.00
1322100	Unpowered Site (Per Day)	\$ 10.00	\$ 1.00	\$ 11.00
1322100	Site Caretaker (Per week)	\$ 60.00	\$ 6.00	\$ 66.00
1322100	Onsite Cabins - 2 persons (Per Day)	\$ 70.00	\$ 7.00	\$ 77.00
1322100	Onsite Cabins - Each Additional Person (Per Day)	\$ 15.00	\$ 1.50	\$ 16.50
1322100	Onsite Cabins - New self contained cabins	\$ 120.00	\$ 12.00	\$ 132.00
1322100	Cancellation/No Show (Less than 24hours Notice)	One night Accommodation		

OTHER PROPERTY & SERVICES**PRIVATE WORKS**

COA No.	Plant Inclusive of Labour (Per Hour Charge)	FEE	GST	TOTAL
1412400	Loader Normal Hours	\$ 250.00	\$ 25.00	\$ 275.00
1412400	Loader Time & half	\$ 270.00	\$ 27.00	\$ 297.00
1412400	Loader Double Time	\$ 300.00	\$ 30.00	\$ 330.00
1412400	Loader Daily Standby Rate	\$ 1,500.00	\$ 150.00	\$ 1,650.00
1412400	Grader Normal Hours	\$ 200.00	\$ 20.00	\$ 220.00
1412400	Grader Time & half	\$ 250.00	\$ 25.00	\$ 275.00
1412400	Grader Double Time	\$ 270.00	\$ 27.00	\$ 297.00
1412400	Grader Daily Standby Rate	\$ 1,200.00	\$ 1,200.00	\$ 1,320.00
1412400	Large Truck (> 5 Tonne) Normal Hours	\$ 150.00	\$ 15.00	\$ 165.00
1412400	Large Truck (> 5 Tonne) Time & half	\$ 170.00	\$ 17.00	\$ 187.00
1412400	Large Truck (> 5 Tonne) Double Time	\$ 200.00	\$ 20.00	\$ 220.00
1412400	Large Truck (> 5 Tonne) Daily Standby Rate	\$ 1,000.00	\$ 100.00	\$ 1,100.00
1412400	Small Truck (< 5 Tonne) Normal Hours	\$ 120.00	\$ 12.00	\$ 132.00
1412400	Small Truck (< 5 Tonne) Time & half	\$ 150.00	\$ 15.00	\$ 165.00
1412400	Small Truck (< 5 Tonne) Double Time	\$ 170.00	\$ 17.00	\$ 187.00
1412400	Small Truck (< 5 Tonne) Daily Standby Rate	\$ 720.00	\$ 72.00	\$ 792.00
1412400	Backhoe Normal Hours	\$ 150.00	\$ 15.00	\$ 165.00
1412400	Backhoe Time & half	\$ 170.00	\$ 17.00	\$ 187.00
1412400	Backhoe Double Time	\$ 200.00	\$ 20.00	\$ 220.00
1412400	Backhoe Daily Standby Rate	\$ 900.00	\$ 90.00	\$ 990.00
1412400	Semi & Low Loader Normal Hours	\$ 160.00	\$ 16.00	\$ 176.00
1412400	Semi & Low Loader Time & half	\$ 190.00	\$ 19.00	\$ 209.00
1412400	Semi & Low Loader Double Time	\$ 200.00	\$ 20.00	\$ 220.00
1412400	Semi & Low Loader Daily Standby Rate	\$ 960.00	\$ 96.00	\$ 1,056.00
1412400	John Deere Tractor and implement Normal Hours	\$ 130.00	\$ 13.00	\$ 143.00
1412400	John Deere Tractor and implement Time & half	\$ 150.00	\$ 15.00	\$ 165.00
1412400	John Deere Tractor and implement Double Time	\$ 170.00	\$ 17.00	\$ 187.00
1412400	John Deere Tractor and implement Daily Standby Rate	\$ 780.00	\$ 78.00	\$ 858.00
1412400	Rollers Normal Hours	\$ 200.00	\$ 20.00	\$ 220.00
1412400	Rollers Time & half	\$ 250.00	\$ 25.00	\$ 275.00
1412400	Rollers Double Time	\$ 270.00	\$ 27.00	\$ 297.00
1412400	Rollers Daily Standby Rate	\$ 1,200.00	\$ 120.00	\$ 1,320.00
1412400	Water Truck Normal Hours	\$ 150.00	\$ 15.00	\$ 165.00
1412400	Water Truck Time & half	\$ 170.00	\$ 17.00	\$ 187.00
1412400	Water Truck Double Time	\$ 200.00	\$ 20.00	\$ 220.00
1412400	Water Truck Daily Standby Rate	\$ 1,000.00	\$ 100.00	\$ 1,100.00
1412400	Utes Normal Hours	\$ 50.00	\$ 5.00	\$ 55.00
1412400	Utes Time & half	\$ 70.00	\$ 7.00	\$ 77.00
1412400	Utes Double Time	\$ 90.00	\$ 9.00	\$ 99.00
1412400	Utes Daily Standby Rate	\$ 200.00	\$ 20.00	\$ 220.00

Schedule of Fees & Charges for 2017/18

**OTHER PROPERTY & SERVICES (Continued)**

COA No.	MATERIAL CARTAGE & DELIVERY CHARGES (PER M3)	FEE	GST	TOTAL
1412400	Delivery outside townsite	\$0.15 per ton per km +GST		
1412400	Sand & Gravel (Depot) (Pick Up)	\$ 30.00	\$ 3.00	\$ 33.00
1412400	Sand & Gravel	\$ 36.36	\$ 3.64	\$ 40.00
1412400	Crushed Aggregate	\$ 90.91	\$ 9.09	\$ 100.00
1412400	Metal Dust	\$ 60.00	\$ 6.00	\$ 66.00
1412400	6 Wheeler load of Sand (11 Tonne)	\$ 220.00	\$ 22.00	\$ 242.00
1412400	Semi Load of Sand (20 Tonne)	\$ 320.00	\$ 32.00	\$ 352.00
1412400	Semi Load of Gravel (20 Tonne)	\$ 150.00	\$ 15.00	\$ 165.00
1412400	Large Private Works Jobs	By Negotiation		

COA No.	LABOUR	FEE	GST	TOTAL
1412400	Supervisor Normal hours Monday - Friday	\$ 110.00	\$ 11.00	\$ 121.00
1412400	Leading Hand Normal hours Monday - Friday	\$ 55.00	\$ 5.50	\$ 60.50
1412400	Crew Normal hours Monday - Friday	\$ 50.00	\$ 5.00	\$ 55.00
1412400	Supervisor Outside Normal Hours	\$ 220.00	\$ 22.00	\$ 242.00
1412400	Leading Hand Outside Normal Hours	\$ 110.00	\$ 11.00	\$ 121.00
1412400	Crew Outside Normal Hours	\$ 100.00	\$ 10.00	\$ 110.00
4226000	CEO Normal hours Monday - Friday	\$ 150.00	\$ 15.00	\$ 165.00
4226000	EMCS Normal hours Monday - Friday	\$ 130.00	\$ 13.00	\$ 143.00
4226000	Administration Normal hours Monday - Friday	\$ 88.00	\$ 8.80	\$ 96.80

COA No.	COMMERCIAL PROPERTY (Weekly Rental)	FEE	GST	TOTAL
1485108	1/8 Churchill Street - WACHS	\$ 50.00	\$ 5.00	\$ 55.00
1482109	2/8 Churchill Street - Beauty Salon	\$ 50.00	\$ 5.00	\$ 55.00
1482110	3/8 Churchill Street - IRE	\$ 50.00	\$ 5.00	\$ 55.00
1482101	1/19 Churchill Street - Pharmacy	\$ 3,050.00	\$ 305.00	\$ 3,355.00
1482104	4/19 Churchill Street - Currently used by Medical Centre	\$ -	\$ -	\$ -
1482106	6/19 Churchill Street - Cafe	\$ 100.00	\$ 10.00	\$ 110.00
1482112	1/30 Churchill Street -	\$ -	\$ -	\$ -
1482113	2/30 Churchill Street - Community Shed	\$ 909.09	\$ 90.91	\$ 1,000.00
1482114	1/10-12 Doreen Street - Factory Units - Batty	\$ 86.36	\$ 8.64	\$ 95.00
1482115	2/10-12 Doreen Street - Factory Units - Beechey	\$ 86.35	\$ 8.64	\$ 95.00

Schedule of Fees & Charges for 2017/18



Statutory Fees & Charges for 2017/18

LAW, ORDER AND PUBLIC SAFETY

COA No.	Dog Control - (Governing Legislation - Dog Act WA 1976)	FEE	GST	TOTAL
52210000	Dog Registration (Unsterilised) - 1 Year Standard	\$ 50.00	\$ -	\$ 50.00
52210000	Dog Registration (Unsterilised) - 1 Year Pensioner	\$ 25.00	\$ -	\$ 25.00
52210000	Dog Registration (Unsterilised) - 3 Years Standard	\$ 120.00	\$ -	\$ 120.00
52210000	Dog Registration (Unsterilised) - 3 Years Pensioner	\$ 60.00	\$ -	\$ 60.00
52210000	Dog Registration (Sterilised) - 1 Year Standard	\$ 20.00	\$ -	\$ 20.00
52210000	Dog Registration (Sterilised) - 1 Year Pensioner	\$ 10.00	\$ -	\$ 10.00
52210000	Dog Registration (Unsterilised) - 3 Years Standard	\$ 42.50	\$ -	\$ 42.50
52210000	Dog Registration (Unsterilised) - 3 Years Pensioner	\$ 21.25	\$ -	\$ 21.25
52210000	Dog Registration (Sterilised) - Lifetime Standard	\$ 100.00	\$ -	\$ 100.00
52210000	Dog Registration (Sterilised) - Lifetime Pensioner	\$ 50.00	\$ -	\$ 50.00
52210000	Dog Registration (Unsterilised) - Lifetime Standard	\$ 250.00	\$ -	\$ 250.00
52210000	Dog Registration (Unsterilised) - Lifetime Pensioner	\$ 125.00	\$ -	\$ 125.00
	Concessions:			
52210000	Guide Dogs			NIL
52210000	Dogs used for Droving or Tending Stock			25% of Fee
52210000	Pensioners			As Above
	<u>*All Dogs three months of age and over must be registered.</u>			
52210000	Replacement Dog Tag	\$ 6.64	\$ 0.66	\$ 7.30
52210000	Transporting Dog Back to Owner (Per Instance)	\$ 50.00	\$ 5.00	\$ 55.00
52210000	Sustenance & Maintenance of Dog (Per Day)	\$ 25.00	\$ 2.50	\$ 27.50
52210000	Seizing and Impounding of Dog	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Bond on Electronic Dog Barking Control Collar	\$ 150.00	\$ 15.00	\$ 165.00
52210000	Rental on Electronic Barking Control Collar - 2 week Hire	\$ 40.00	\$ 4.00	\$ 44.00
52210000	Penalty per Day of Late Return of Electronic Barking Control Collar	\$ 15.00	\$ 1.50	\$ 16.50
52210000	Application for 3rd Dog - Standard	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Application for 3rd Dog - Pensioners	\$ 30.00	\$ 3.00	\$ 33.00
	Fines/Penalties			
52210000	Unregistered Dog	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Keeping of more than 2 Dogs	\$ 200.00	\$ 20.00	\$ 220.00
52210000	Dangerous Dog Penalty	\$ 200.00	\$ 20.00	\$ 220.00
52210000	Dog not held by a Leash in Certain Public Places	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Failure to Control Dog in Exercise Areas & Rural Areas	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Dog in a Place without Consent	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Dog causing a Nuisance	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Dog in Public Place without Collar or Registration Tag	\$ 100.00	\$ 10.00	\$ 110.00

Schedule of Fees & Charges for 2017/18



Statutory Fees & Charges for 2017/18 (Continued)

LAW, ORDER AND PUBLIC SAFETY (Continued)

COA No.	Cat Control - (Governing Legislation - Cat Act WA 2011)	FEE	GST	TOTAL
52210000	Cat Registration - 31 May to 31 October Standard	\$ 10.00	\$ -	\$ 10.00
52210000	Cat Registration - 31 May to 31 October Pensioner	\$ 5.00	\$ -	\$ 5.00
52210000	Cat Registration - 1 Year Standard	\$ 20.00	\$ -	\$ 20.00
52210000	Cat Registration - 1 Year Pensioner	\$ 10.00	\$ -	\$ 10.00
52210000	Cat Registration - 3 Years Standard	\$ 42.50	\$ -	\$ 42.50
52210000	Cat Registration - 3 Years Pensioner	\$ 21.25	\$ -	\$ 21.25
52210000	Cat Registration - Lifetime Standard	\$ 100.00	\$ -	\$ 100.00
52210000	Cat Registration - Lifetime Pensioner	\$ 50.00	\$ -	\$ 50.00
52210000	Transportation of Cat Back to Owner	\$ 50.00	\$ 5.00	\$ 55.00
52210000	Seizing and Impounding of a Cat	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Sustenance & Maintenance of Cat (Per Day)	\$ 25.00	\$ 2.50	\$ 27.50
52210000	Administration Fee for Application to Breed Cats	\$ 50.00	\$ 5.00	\$ 55.00

COA No.	Other Animals	FEE	GST	TOTAL
52210000	Seizing and impounding animal (Per Animal)	\$ 100.00	\$ 10.00	\$ 110.00
52210000	Sustenance and Maintenance of Animal	\$ 25.00	\$ 2.50	\$ 27.50
52210000	Trap Hire (Per Day)	\$ 10.00	\$ 1.00	\$ 11.00
52210000	Trap Hire - Penalty for Late Return (Per Day)	\$ 20.00	\$ 2.00	\$ 22.00

PLANNING SERVICES

COA No.	Development Application Fees	FEE	GST	TOTAL
10426000	a) Development application fee for extractive industry where the development has not been commenced or carried out.	\$ 739.00	\$ -	\$ 739.00
10426000	a) Development application fee for extractive industry where the development has been commenced or carried out.	\$739.00 plus (\$739 X 2 penalty)		
10426000	b) Development Applications less than \$50,000	\$ 147.00	\$ -	\$ 147.00
10426000	c) Development Applications from \$50,000 - \$500,000	0.32% of estimated cost of development		
10426000	c) Development Applications from \$500,000 - \$2.5million	\$1,700 plus 0.257% for every \$1 > \$500k		
10426000	For development application s >\$2.5million, refer to WAPC Planning Bulletin 93/2013			
10426000	Determining a development application where the development has commenced or been carried out	Fee as above plus by way of penalty, twice that fee		
10426000	Determining an application to amend or cancel development application	\$ 295.00	\$ -	\$ 295.00
10426000	Subdivision clearance - not more than 5 lots (per lot)	\$ 73.00	\$ -	\$ 73.00
10426000	Subdivision clearance - more than 5 lots but not more than 195 (per lot)	\$73 per for for the first 5 lots and then \$35 per lot		
10426000	Subdivision clearance - More than 195 lots	\$ 7,393.00	\$ -	\$ 7,393.00
10426000	Zoning Certificate	\$ 73.00	\$ -	\$ 73.00
10426000	Written Planning Advice	\$ 73.00	\$ -	\$ 73.00
10426000	Home Occupancy Permit - renewal prior to expiry date	\$ 73.00	\$ -	\$ 222.00
10426000	Home Occupancy Permit - renewal after expiry	\$73 plus (\$73 X 2 penalty)		
10426000	Home Occupancy Permit - Initial Fee (where occupation has not commenced)	\$ 222.00	\$ -	\$ 222.00
10426000	Home Occupancy Permit - Initial Fee (where occupation has commenced)	\$222.00 plus (2 X \$222 penalty)		



Statutory Fees & Charges for 2017/18(Continued)

BUILDING SERVICES

COA No.	Administration Fees & Charges	FEE	GST	TOTAL
1332200	(A) For the grant of a building permit to do building work in respect of a building or incidental			
1332200	(i) Uncertified Application (Per Application)	0.32% of the estimated value of the proposed building work (inc. GST). As determined by the permit authority but not less than \$96.00.		
1332200	(ii) Uncertified Application (Per Application) - Non Residential Class 10 farm storage shed	0.32% of the estimated value of the		
1332200	(iii) Uncertified Application (Per Application) - application to extend duration of building permit	\$ 96.00	\$ -	\$ 96.00
1332200	(iv) Uncertified Application (Per Application) - amended plans (minor)	\$ 90.00	\$ 9.00	\$ 99.00
1332200	Building Services Levy (BSL) - value <\$45,000	\$ 40.50	\$ -	\$ 40.50
1332200	Building Services Levy (BSL) - value >\$45,000	0.09% x value of work		
1332200	Building Construction Industry Training Levy	0.2% x value of work OVER the value of		
1332200	(B) For the grant of a building permit to do building work in respect of a building or incidental			
1332200	(i) Certified Application (Per Application) - Residential Class 1 and 10	0.19% of the estimated value of the proposed building work (inc. GST). As determined by the permit authority but not less than \$96.00.		
1332200	(ii) Certified Application (Per application) - Commercial Class 2-9	0.09% of the estimated value of the proposed building work (inc. GST). As determined by the permit authority but not less than \$96.00.		
1332200	(iii) Certified Application (Per Application) - application to extend duration of building permit	\$ 96.00	\$ -	\$ 96.00
1332200	(v) Uncertified Application (Per Application) - amended plans (minor)	\$ 90.00	\$ 9.00	\$ 99.00
1332200	Building Services Levy (BSL) - value <\$45,000	\$ 40.50	\$ -	\$ 40.50
1332200	Building Services Levy (BSL) - value >\$45,000	0.09% x value of work		
1332200	Building Construction Industry Training Levy	0.2% x value of work OVER the value of \$20,000		
	Permits - Demolition Permits			
1332200	(a) For the grant of a demolition permit to do demolition work in respect of a building or incidental structure of Class 1 & 10 (per building).	\$ 96.00	\$ -	\$ 96.00
1332200	(b) For the grant of a demolition permit to do demolition work in respect of a building or incidental structure of Class 2 to 9 (per storey)	\$ 96.00	\$ -	\$ 96.00
	(c) application to extend duration of demolition permit	\$ 96.00	\$ -	\$ 96.00
1332200	Building Services Levy (BSL) - value <\$45,000	\$ 40.50	\$ -	\$ 40.50
1332200	Building Services Levy (BSL) - value >\$45,000	0.09% x value of work		
1332200	Building Construction Industry Training Levy	0.2% x value of work OVER the value of \$20,000		
	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	\$40.50 (capped) regardless of building		
1332200	Unauthorised building work under Section 51 of the Building Act	0.18% of the value of the work		
1332200	Unauthorised building work under Section 51 of the Building Act ,<\$45,000	\$ 81.00	\$ -	\$ 81.00
1332200	Unauthorised building work under Section 51 of the Building Act >\$45,000	0.18% of the value of the work		
1332200	Occupancy permit under Section 46 of the Building Act or modification for additional use under	NO LEVY IS PAYABLE		

Schedule of Fees & Charges for 2017/18



Statutory Fees & Charges for 2017/18(Continued)

BUILDING SERVICES (continued)

COA No.	Administration Fees & Charges	FEE	GST	TOTAL
	Permits - Occupancy Permits			
1332200	Application for occupancy permit for completed building (Class 2 to 9) - Per Application	\$ 96.00	\$ -	\$ 96.00
1332200	Application for temporary occupancy permit for incomplete building - Per Application	\$ 96.00	\$ -	\$ 96.00
1332200	Application for modification of occupancy permit for additional use of building on temporary basis	\$ 96.00	\$ -	\$ 96.00
1332200	Application for replacement occupancy permit for permanent change of building use and	\$ 96.00	\$ -	\$ 96.00
1332200	Application for occupancy permit building approval certificate for registration of strata scheme, plan or re-subdivision	\$10.60 per strata unit - minimum \$105.80		
1332200	Application for occupancy permit for a building in respect of which unauthorised work has not been done	0.18% of estimated value including GST but not less than \$96.00		
1332200	Application for occupancy permit for a building in respect of which unauthorised work has been done	0.38% of estimated value including GST but not less than \$96.00		
1332200	Application to replace an occupancy permit for an existing building	\$ 96.00	\$ -	\$ 96.00
1332200	Application for occupancy permit for unauthorised Class 2 to 9 Buildings- Certified - Per Application	0.18% of the estimated value of the proposed building work (inc. GST). As determined by the permit authority but not less than \$96.00.		
1332200	Building approval certificate for unauthorised Class 1 & 10 - Certified - Per Application	0.38% of the estimated value of the proposed building work (inc. GST). As determined by the permit authority but not less than \$96.00.		
1332200	Application for occupancy permit for building with existing authorisation	\$ 96.00	\$ -	\$ 96.00
1332200	Application for building approval certificate for building with existing authorisation (Class 1 & 10)	\$ 96.00	\$ -	\$ 96.00
1332200	Strata Scheme Registration. Plan of subdivision Class 1 & 10	\$10.60 per strata unit - min \$105.80.		
1332200	Extension of time permit is valid	\$ 96.00	\$ -	\$ 96.00
	Other Applications			
1332200	Application as defined in Regulation 31 (for each building standard in respect of which a declaration is sought)	\$ 2,123.00	\$ -	\$ 2,123.00
	Shire Other Fees and Charges			
1332200	Building Inspection Service Fee	\$45 plus \$1.00 per kilometre (incl GST) for staff travel time		
1332200	Bond for material on street (per m2 per month)	\$ 1.00	\$ -	\$ 1.00
1332200	Preliminary Building plans (% of licence)	25% + GST		
	BCITF (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% X value of work OVER the value of \$20,000.		
10426000	Disposal of Effluent & Liquid Waste - Application Fee (LGA)	\$ 118.00	\$ -	\$ 118.00
10426000	Disposal of Effluent & Liquid Waste - Application Fee (Health Dept without LGA Report)	\$ 118.00	\$ -	\$ 118.00
10426000	Disposal of Effluent & Liquid Waste - Application Fee (Health Dept with LGA Report)	\$ 51.00	\$ -	\$ 51.00
10426000	Disposal of Effluent & Liquid Waste - Permit Fee	\$ 118.00	\$ -	\$ 118.00
10426000	Disposal of Effluent & Liquid Waste - Report Fee	\$ 118.00	\$ -	\$ 118.00
	License Fees - Offensive Trades			
10426000	Manure Works	\$ 211.00	\$ -	\$ 211.00
10426000	Other Offensive Trades not Specified	\$ 298.00	\$ -	\$ 298.00
4222000	Hairdressing Establishment Inspection Fee	\$ 120.00	\$ -	\$ 120.00
4222000	Skin Penetration Application Fee	\$ 120.00	\$ -	\$ 120.00
4222000	Food Business Registration Fee	\$ 140.00	\$ -	\$ 140.00
4222000	Private Swimming Pool Inspection Fee - 4 yearly	\$ 57.45	\$ -	\$ 57.45
4222000	Private Swimming Pool Inspection Fee & Written Report	\$ 150.00	\$ 15.00	\$ 165.00
4222000	Private Swimming Pool - Failure to Enclose Swimming Pool (Fine)	\$ 200.00	\$ -	\$ 200.00



NAREMBREEN COMMUNITY RESOURCE CENTRE - FEES & CHARGES - 1 JULY 2017

2/19 Churchill Street, Narembreen WA 6369 P: 9064 7055 F: 9064 7052 E: crmanager@narembreen.wa.gov.au
All Prices Include GST

Binding		Member	Non Member	Meeting Room/Hot Office		Printing - Large Format	
Plastic Combs Up to 20 pp		2.50	3.50	Coporate/NGO Meeting Room - Per Hour		Canvas (fully framed & protected)	
Plastic Combs 20 - 50 pp		3.50	5.50	Coporate/NGO Meeting Room - Day		A1	
Plastic Combs 50 - 100 pp		5.50	7.50	Coporate/NGO - Half Day		A2	
Plastic Combs 100 pp+		7.50	9.50	Government Meeting Room - Per Hour		A3	
Wire Combs (8mm only)		5.50	6.50	Government Meeting Room - Day		Canvas (Print Only, Not Framed)	
Business Cards		Member	Non Member	Government Meeting Room - Per 1/2 Day		A1	
Setup		38.50	44.00	Community-Local Business, NBN Community Groups, Hospital & School		A2	
Black printing (100)		44.00	49.50	Community/Govern Meeting Room - Per Hour		A3	
Colour printing (100)		55.00	66.00	Community/Govern Meeting Room - Day		Photo Lustre	
Computer Use		Member	Non Member	Community/Govern Meeting Room - Per 1/2 Day		A1	
per hour		6.00	7.00	Hot Office - Half Day		A2	
per 1/2 hour		2.00	3.00	Hot Office - Full Day		A3+	
up to 1/4 hour		1.00	2.00	Not for Profit Organisation (Business Hours)		A3	
Desktop Publishing/Graphic Design		Member	Non Member	After Hours Access		A4	
per hour		44.00	55.00	Tea & Coffee with Room Hire		Matte Poster	
Digital Photography by Staff Member				Catering		A1	
per 1/4 hour			11.00	Catering		A2	
Equipment Hire (Per Day)		Member	Non Member	Memberships		A3	
Chair Covers		4.50	5.50	Backpackers (3 months)		Custom Sizes for ALL Paper Types	
Data Projector		44.00	55.00	Business - Gold (WBN & CRC)		Photo Printing - Snap Lab	
Data Projector with Screen		66.00	77.00	Business - Silver (WBN & CRC)		Sony Snap Lab 5 x 7	
Data Projector/Laptop/Screen		110.00	132.00	Business - Bronze (CRC only)		Photo Slideshows (with music)	
Digital Camera		33.00	44.00	Community Group/Club		Setup Charge - Per Hour	
Digital Video Camera		33.00	44.00	Family		Initial Copy of Slideshow	
Display Board		16.50	22.00	Individual		Additional Copies of Slideshow	
Engraver		16.50	22.00	Seniors/Concession		Scanning	
Laptop		44.00	55.00	Wiz Kids - Junior 16/under		per 1/4 hour (Photo's or Documents)	
Lectern		44.00	55.00	Merchandise		Staff Assistance	
PA System		66.00	88.00	CD-R/DVD+R (incl cover)		Computer Assistance (per 15 mins)	
Projector Screen		27.50	38.50	Coloured Paper A4		Send Email	
Faxing		Member	Non Member	Coloured Paper A3		Scan Document & Send Email	
Fax Local - send 1st page		1.00	1.50	Coloured Card A4		Download Photos & Save to CD or USB	
Fax Local - subsequent pages		0.50	0.50	Coloured Card A3		Photo Restoration (per hour)	
Fax STD - send 1st page		2.50	3.00	Deskwindo A4		Telephone Assistance (per hour)	
Fax STD - subsequent pages		0.50	0.50	Deskwindo A3		Telephone Assistance (First 2 Minutes)	
Fax International - send 1st page		5.00	5.00	Envelopes - Plain DL		Every 5 minutes thereafter	
Fax International - subsequent pages		3.00	3.00	Envelopes - Special		Typing/Grant Writing	
Receive per page		0.50	0.50	Envelopes - C4 (A4)		per Page	
Folding/Cutting/Collating				Labels (per sheet)		per 15 mins	
Cutting per 1/4 hour		11.00	13.00	Magnetic Paper		Resume Set-Up	
Collating per 1/4 hour		11.00	13.00	Photo Paper - Smooth Ilford Pearl		Videoconferencing	
Folding per 1/4 hour		11.00	13.00	Photo Paper - Other		Hourly Rate	
Gym Membership				Special Card/Papers		Westlink Satellite Service	
Yearly (inc \$50 card bond)			182.00	Stamps - Self-Inking		During Business Hours	
Three Monthly (inc \$50 card bond)			116.00	White Paper A4		Recording Westlink Broadcast (tape/dvd)	
Monthly (inc \$50 card bond)			72.00	White Paper A3		Souvenirs, Publications, Other	
Internet Access/Wireless Access		Member	Non Member	White Paper A4 (Ream)		Postcards	
Members - 1/2 hour free internet per day		7.00	8.00	Passport Photo's		Fridge Magnets	
per 1/2 hour		3.50	4.00	Take photo, setup & print (6)		Wrapping Paper	
up to 1/4 hour		2.50	3.50	Photocopying/Printing		On The Greens	
Kids u/16 - per 1/2 hour			1.00	Black & White		Pioneers of Narembreen	
Laminating		Member	Non Member	A4 s/s		The Holleton Story	
A4		3.00	3.50	A4 d/s		Blain Brothers - Pioneers	
A3		5.50	6.50	A3 s/s		Narembreen - The First 100 Years	
Large (per metre)		12.50	15.00	A3 d/s		Seedtime & Harvest	
Media Conversion		Member	Non Member	Colour		Moppett's Bus Lines	
Video to DVD - Per DVD		25.00	35.00	A4 s/s full colour		Roaming the Roe	
DVD to DVD (personally recorded DVD's only)		16.50	18.00	A4 s/s spot colour		Community Telephone Directory	
CD to CD (personally recorded CD's only)		11.00	12.00	A3 s/s full colour		Community Telephone Directory	
				A4 d/s full colour			
				A3 d/s full colour			
				A4 d/s spot colour			
				A3 d/s spot colour			
				A4 d/s spot colour			
				A3 d/s spot colour			
				If providing own paper less 10c per copy			
				10% Discount on photocopying/printing 100 sheets plus			
				POA			

AGENDA ITEM: 8.5.6 - June 2017 Schedule of Account

Subject:	June 2017 Schedule of Accounts
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Miss Ashlyn Savin, Administration Officer
Date:	26 th June 2017
Attachments:	List of Payments and Credit Card Statements

SUMMARY

For Council to review the payments made in June 2017.

BACKGROUND

A schedule of accounts paid during the month of June 2017 is provided as follows:

Municipal Cheque Account	\$396,304.06
Trust Cheque Account	\$1,560

COMMENT

The following payments >\$5,000.00 were made during the month of June 2017:

EFT9913	07/06/2017	Bitutek Pty Ltd	Bituminous Spray Seal	58,067.55
EFT9916	07/06/2017	Chris Bray Electrics Pty Ltd	Electrical Work for Town Hall Kitchen, Replace electric motor for blind at Rec Centre, Disconnect and remove wiring for portico light at old Lesser Hall, Replace lights at the CRC meeting room and replace batten holder at 2/31 Currall St	7,494.30
EFT9921	07/06/2017	Initial	Hygiene services from 27/06/2017 to 26/06/2018	5,914.84
EFT9923	07/06/2017	Jordan Sprigg Sculptures	1st Instalment - Australian Draught Horse Sculpture	27,500.00
EFT9935	07/06/2017	Precise Property Maintenance	Prepare and paint all ceilings, cornice, walls and skirting throughout Unit 1/24 Doreen St and 4/33 Currall St. Remove ridge capping, clean gutter and rectify water issue at 26 Thomas St	13,145.00
EFT9945	21/06/2017	Avon Waste	5 weeks rubbish collection for Narembeen	17,587.14
EFT9947	21/06/2017	CDA Air Conditioning & Refrigeration	Supply & installation of Solar Panels at Narembeen Rec Centre	55,179.00

EFT9948	21/06/2017	Chris Bray Electrics Pty Ltd	Disconnect and remove 5 existing power outlet domes and replace with 5 K-Mac KU41 (4 RCD protected outlets) power heads at the Caravan Park. Repair Rec Centre dishwasher. Replace the time clock in switchboard at the Caravan Park. Install exhaust fan in toilet at 15 Northmore St	7,693.40
EFT9954	21/06/2017	Hanson Construction Materials Pty Ltd	14mm washed single size granite for Bruce Rock - Naremben Rd maintenance	14,616.00
EFT9960	21/06/2017	Merredin Toyota (avn Northam Pty Ltd)	Purchase of new Toyota Prado for Works Manager. Bonnet protector and Tow Bar added	12,216.00
EFT9973	21/06/2017	Roadswest Engineering Group WA Pty Ltd	Provision of engineering design and drafting services for the proposed road improvements at Bruce Rock Naremben Road intersections	14,765.30
EFT9980	21/06/2017	Thominin Farms Pty Ltd as Trustee for The Thominin Farms Investment Trust	20,000m3 of gravel @ \$1 per m3 + GST	22,000.00
EFT9983	21/06/2017	WA Regional Plumbing	Pre lay drain and water service for future kitchen, excavate and install water service to kitchen and connect to existing water service, fit off two bowl kitchen sink and single bowl hand wash sink, with sink mixer taps. Locate and isolate gas leak in Rec Centre kitchen. Inspect, repair and replace hot water system at 2/31 Currall St	5,960.30
EFT9984	21/06/2017	Western Australian Treasury Corporation	Loan No. 127C Interest payment - SSL - Naremben Homes for the Aged	5,790.96
EFT9987	21/06/2017	Zanik Pty Ltd T/A GH & CL Fagan	Cartage of 765.3 tonne from Hanson Quarry @ \$28 per tonne	29,555.24
10938	21/06/2017	Water Corporation	Water charges for Shire	15,925.52
10939	22/06/2017	Synergy -western Power	Electricity charges for the Naremben swimming pool, street lighting and Airfield from 15th May to 17th May 2017	7,064.60
DD9043.1	01/06/2017	WA Local Government Superannuation Plan	Payroll deductions	8,108.74
DD9050.1	15/06/2017	WA Local Government Superannuation Plan	Payroll deductions	8,202.93

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996 (FMR)

Reg 11. Payment of accounts

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

Reg 12. Payments from municipal fund or trust fund

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

Reg 13. Lists of accounts

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

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

FINANCIAL IMPLICATIONS

Shire of Narembeen 2016/2017 Operating Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

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

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

RELATED PARTY TRANSACTIONS

There are no known related party transactions at this time.

OFFICER RECOMMENDATION

That Council:-

1. Receive the Schedule of Accounts for June 2017;
2. Credit Card Statements for June 2017

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /



SHIRE OF NAREMBEEN

SCHEDULE OF ACCOUNTS SUBMITTED TO COUNCIL 19 July 2017

Chq/EFT	Date	Name	Description	Amount
EFT9906	02/06/2017	Keystart Loans Ltd	Discharge fee for 33 Thomas St. To remove mortgage on property	255.56
EFT9907	07/06/2017	All Ways Foods	Cleaning products for the Narembeen Caravan Park and Shire Office	375.45
EFT9908	07/06/2017	Australia Post	Admin postage for May 2017	86.94
EFT9909	07/06/2017	Australian Services Union	Payroll deductions	26.35
EFT9910	07/06/2017	Australian Taxation Office Child Support Agency	Payroll deductions	266.17
EFT9911	07/06/2017	Best Office Systems	Magenta toner for office copier/printer	20.00
EFT9912	07/06/2017	Bgc Quarries	28 tonne grade 2 metal dust	38.41
EFT9913	07/06/2017	Bitutek Pty Ltd	Bituminous Spray Seal	58,067.55
EFT9914	07/06/2017	Boc Gases	Gases for Shire Depot	567.67
EFT9915	07/06/2017	CDA Air Conditioning & Refrigeration	Repair coolbreeze air conditioner at 26 Thomas St	330.85
EFT9916	07/06/2017	Chris Bray Electrics Pty Ltd	Electrical Work for Town Hall Kitchen, Replace electric motor for blind at Rec Centre, Disconnect and remove wiring for portico light at old Lesser Hall, Replace lights at the CRC meeting room and replace batten holder at 2/31 Curral St	7,494.30
EFT9917	07/06/2017	Covs	Twin core wire	71.61
EFT9918	07/06/2017	Decor Blinds & Curtains	New blind motor for curtain at Rec Centre	275.00
EFT9919	07/06/2017	Department Of Fire And Emergency Services (fesa)	ESLB 4th Qtr Contribution	4,387.80
EFT9920	07/06/2017	Henry Schein Regional Pty Ltd	Sensor kit for dentist surgery	35.00
EFT9921	07/06/2017	Initial	Hygiene services for the Town from 27/06/2017 to 26/06/2018	5,914.84
EFT9922	07/06/2017	It Vision Australia Pty Ltd	Rates and property Essentials training for Rachael Moore	1,688.50
EFT9923	07/06/2017	Jordan Sprigg Sculptures	1st Instalment - Australian Draught Horse Sculpture	27,500.00

EFT9924	07/06/2017	Kleenheat Gas	Gas for Recreation Centre	1,676.54
EFT9925	07/06/2017	Leeuwin Civil Pty Ltd	Hyden North Road repairs	3,813.35
EFT9926	07/06/2017	Local Government Supervisors Association	Registration for Arthur Cousins Gold dinner, bus tour and dinner ticket	1,149.50
EFT9927	07/06/2017	Narembeen Community Resource Centre	6 x A1 maps for road upgrades	158.30
EFT9928	07/06/2017	Narembeen Hardware and Ag Supplies	Battery Bosch NB7511, insecticide, visor cleaner, pop up sprinkler heads, antex granules and seal	694.33
EFT9929	07/06/2017	Narembeen Hardware and Ag Supplies - Building A/C	190x30H3 treated pr/barge 6000mm, hose, paint roller covers for Town Hall, duct tape, globe for Shire, flywire and screen door for 21 Northmore St, screen door for 2/31 Curral St, screen door for 1/24 Doreen St, padlock for 4/33 Curral St and sikaflex for Town Hall kitchen	2,426.08
EFT9930	07/06/2017	Narembeen Hockey Club	Kidsport payments for Samantha and Sara Nation	128.00
EFT9931	07/06/2017	Narembeen Tyre service	1 x tyre repair on water tank, replace tyre on prime mover, tyre repair on John Deere grader and Repair on other grader	1,107.00
EFT9932	07/06/2017	Ness Gas Supplies	2 Gas Bottles for Caravan Park	230.00
EFT9933	07/06/2017	P M Services Narembeen	Manned hours at Narembeen Waste Transfer Station from May 20th 2017 to July 2nd 2017. 6 hours each day.	2,496.00
EFT9934	07/06/2017	Pc & Je Kennedy	Repair trip hazard out the front of Numbats. Lift and relay pavers.	1,470.00
EFT9935	07/06/2017	Precise Property Maintenance	Prepare and paint all ceilings, cornice, walls and skirting throughout Unit 1/24 Doreen St and 4/33 Curral St. Remove ridge capping, clean gutter and rectify water issue at 26 Thomas St	13,145.00
EFT9936	07/06/2017	QC Ultimate Clean	Carpet cleaning for 1/24 Doreen St	330.00
EFT9937	07/06/2017	Star Track Express	Freight from CJD Equipment Guildford to Narembeen Depot	34.71
EFT9938	07/06/2017	Toll Ipec Pty Ltd	Toner freight from Best Office Systems Narrogin to Narembeen Shire	20.60

EFT9939	07/06/2017	WA Contract Ranger Services	Ranger services for Shire of Narembeen for 10th and 18th May 2017	654.50
EFT9940	07/06/2017	Westrac Equipment Pty Ltd	1 x handle for roller	446.54
EFT9941	07/06/2017	Wurth Australia Pty Ltd	1 x welding helmet	222.53
EFT9942	21/06/2017	Ampac Debt Recovery (wa) Pty Ltd	Rate Recovery Costs for May 2017	1,936.00
EFT9943	21/06/2017	Australian Services Union	Payroll deductions	26.35
EFT9944	21/06/2017	Australian Taxation Office Child Support Agency	Payroll deductions	218.17
EFT9945	21/06/2017	Avon Waste	5 weeks rubbish collection for Narembeen	17,587.14
EFT9946	21/06/2017	Best Office Systems	Printing charges from 23rd April 2017 to 23rd May 2017	1,041.74
EFT9947	21/06/2017	CDA Air Conditioning & Refrigeration	Supply and installation of Solar Panels at the Narembeen Rec Centre	55,179.00
EFT9948	21/06/2017	Chris Bray Electrics Pty Ltd	Disconnect and remove 5 existing power outlet domes and replace with 5 K-Mac KU41 (4 RCD protected outlets) power heads at the Caravan Park. Repair Rec Centre dishwasher. Replace the time clock in switchboard at the Caravan Park. Install exhaust fan in toilet at 15 Northmore St	7,693.40
EFT9949	21/06/2017	Combined Pest Control Wa	First Formula Rodent Bait - Shire Office rodent service to roofspace, archive room, office and installation of 4 exterior lockable stations	608.30
EFT9950	21/06/2017	Conplant Ammann Australia	Glass RH Front Qtr	410.38
EFT9951	21/06/2017	Covs	Titan Supergear 20L and Oil-Transgear 20L	668.72
EFT9952	21/06/2017	Elders Limited	2 x procured gates for Townsite Bypass	858.00
EFT9953	21/06/2017	Great Southern Fuel Supplies	Fuel for CEO's vehicle for May 2017	344.72
EFT9954	21/06/2017	Hanson Construction Materials Pty Ltd	14mm washed single size granite for Bruce Rock - Narembeen Rd maintenance	14,616.00
EFT9955	21/06/2017	Hutton And Northey Sales	V-Belt	86.67
EFT9956	21/06/2017	Irving Holdings WA	Fuel for Shire vehicles for may 2017	1,196.34
EFT9957	21/06/2017	Ixom	Service Fee - Chlorine	42.28
EFT9958	21/06/2017	Jason Signmakers	Potable water sign for the Caravan Park	30.80
EFT9959	21/06/2017	Landgate	Rural UV Interim Valuation Shared	144.70

EFT9960	21/06/2017	Merredin Toyota (avn Northam Pty Ltd)	Purchase of new Toyota Prado for Works Manager. Tow bar bonnet protector and Tow Bar added	12,216.00
EFT9961	21/06/2017	Moore Stephens	Financial and Management Reporting Workshops for B Cole May 2017	2,310.00
EFT9962	21/06/2017	Narembeen IGA	Set Top Box for 20 Cheetham Way and 1/24 Doreen St, water, milk, sandwich toaster, cleaning products for admin office and caravan aprk, tea bags, biscuits, lollies and chips for Council Meeting, batteries and electric frypan for cabin 3 and a phone antenna for Works Managers vehicle	1,526.29
EFT9963	21/06/2017	Narembeen Club Inc	Wine for Chambers	467.90
EFT9964	21/06/2017	Narembeen Community Resource Centre	Refresher Chemcert course for Stephen Welsh 28th June 2017 in Narragin	327.00
EFT9965	21/06/2017	Narembeen Football Club	Kidsport for Schapelle	120.00
EFT9966	21/06/2017	Narembeen Hardware and Ag Supplies - Shire Workshop	Cut Off Wheel Metal, Duragal Silver 350g, Dropsaw and Wheel Cut Off U/thin, Boston paint, cig socket lighter for Works Managers vehicle, sikaflex for front end loader, 7 pin trailer plug, shovel and fuel jerry can	294.99
EFT9967	21/06/2017	Narembeen Netball Club	Kidsport for Schapelle and Yvonne	315.00
EFT9968	21/06/2017	Narembeen P & C Association	Catering for March, April and May Council Meetings	555.00
EFT9969	21/06/2017	Narembeen Rural Newsagency	Newspapers for May 2017 and Office Stationery	343.20
EFT9970	21/06/2017	Narembeen Tyre service	Replace tyre on Mitsubishi multi body, repair tyre on Ford Ranger ute, repair and patch tyre on Case front end loader, repair and tube on tyre roller and tyre repair on Nissan Navara	581.00
EFT9971	21/06/2017	Perfect Computer Solutions Pty Ltd	Monthly fee for daily monitoring, Management and Resolution of Disaster Recovery Options at Site	85.00
EFT9972	21/06/2017	Quirky Koffie	Refund Café Bond	440.00
EFT9973	21/06/2017	Roadswest Engineering Group WA Pty Ltd	Provision of engineering design and drafting services for the proposed road improvements at Bruce Rock Narembeen Road intersections	14,765.30
EFT9974	21/06/2017	Sirona Dental Systems Pty Ltd	Service Call on Unit Serial No.: C8+-1956	726.00

EFT9975	21/06/2017	Shire Of Bruce Rock	1200 litres of bitumen for road maintenance	1,200.00
EFT9976	21/06/2017	Shire Of Corrigin	(5m3 Asbestos cement cladding from Lesser Hall), 5m3 Asbestos Cement fencing from Various Housing stock and Asbestos Mobilisation/Treatment Fee. Dog handling training for Morgan and Josh	2,000.00
EFT9977	21/06/2017	Star Track Express	Freight for Parts from McIntosh and Sons	43.41
EFT9978	21/06/2017	The Murray Hotel Pty Ltd	Accommodation for Ashlyn Savin for 17th July 2017 - 1 night. Staff training at WALGA office	139.00
EFT9979	21/06/2017	The Workwear Group Pty Ltd	Jacket Bonded Fleece 2XL	61.60
EFT9980	21/06/2017	Thominin Farms Pty Ltd as Trustee for The Thominin Farms Investment Trust	20,000m3 of gravel @ \$1 per m3 + GST	22,000.00
EFT9981	21/06/2017	Varley Transport	Cartage of 23.28 tonne blue metal dust from BGC Lakes to Narembeen Depot yard	627.40
EFT9982	21/06/2017	WA Contract Ranger Services	Ranger Services performed 24th May and 1st June 2017	1,215.50
EFT9983	21/06/2017	WA Regional Plumbing	Pre lay drain and water service for future kitchen, excavate and install water service to kitchen and connect to existing water service, fit off two bowl kitchen sink and single bowl hand wash sink, with sink mixer taps. Locate and isolate gas leak in Rec Centre kitchen. Inspect, repair and replace hot water system at 2/31 Currall St	5,960.30
EFT9984	21/06/2017	Western Australian Treasury Corporation	Loan No. 127C Interest payment - SSL - Narembeen Homes for the Aged	5,790.96
EFT9985	21/06/2017	Winstons Meat And Provisions	Refreshments for Various Meetings	231.57
EFT9986	21/06/2017	Worldwide Printing Solutions Bentley	x 500 Business cards for Klint Stone and Arthur Cousins	224.00
EFT9987	21/06/2017	Zanik Pty Ltd T/A GH & CL Fagan	Cartage of 765.3 tonne from Hanson Quarry @ \$28 per tonne	29,555.24
EFT9988	23/06/2017	P M Services Narembeen	Waste Transfer Station manned hours from June 3rd to June 16th 2017 - 6 hours each day	2,496.00
			Total for Muni EFTs	346,911.35

Chq/EFT	Date	Name	Description	Amount
10933	21/06/2017	Alan Charles Sedgwick	Rates refund for assessment A4108 CORRIGIN-NAREMBEEN ROAD NAREMBEEN 6369	360.57
10934	21/06/2017	Department of Health	Lower leg ultrasound for Walter Patterson on 12/05/2017 for work related injury	270.00
10935	21/06/2017	Narembreen Shire Council	12 months Registration for NB025	127.00
10936		Synergy Cheque CANCELLED		
10937	21/06/2017	Telstra	Phone charges for Shire office May 2017	2,345.83
10938	21/06/2017	Water Corporation	Water charges for Shire	15,925.52
10939	22/06/2017	Synergy -western Power	Electricity charges for the Narembreen swimming pool, street lighting and Airfield from 15th May to 17th May 2017	7,064.60
			Total for Muni Cheques	26,093.52
Chq/EFT	Date	Name	Description	Amount
DD9043.1	01/06/2017	Wa Local Government Superannuation Plan	Payroll deductions	8,108.74
DD9043.2	01/06/2017	IOOF Employer Super	Superannuation contributions	274.04
DD9043.3	01/06/2017	BT Super for Life	Superannuation contributions	282.98
DD9043.4	01/06/2017	Concept One Superannuation	Superannuation contributions	544.51
DD9043.5	01/06/2017	CBUS Super	Superannuation contributions	361.15
DD9043.6	01/06/2017	Prime Superannuation Fund	Superannuation contributions	221.35
DD9043.7	01/06/2017	Plum Super Fund	Superannuation contributions	221.35
DD9043.8	01/06/2017	BT Wrap	Superannuation contributions	221.35
DD9043.9	01/06/2017	Australian Super	Superannuation contributions	439.05
DD9046.1	01/06/2017	Westnet Pty Ltd	Westnet monthly charges	219.85
DD9050.1	15/06/2017	Wa Local Government Superannuation Plan	Payroll deductions	8,202.93
DD9050.2	15/06/2017	IOOF Employer Super	Superannuation contributions	274.04
DD9050.3	15/06/2017	BT Super for Life	Superannuation contributions	282.98
DD9050.4	15/06/2017	Concept One Superannuation	Superannuation contributions	544.51
DD9050.5	15/06/2017	CBUS Super	Superannuation contributions	361.15
DD9050.6	15/06/2017	Prime Superannuation Fund	Superannuation contributions	221.35
DD9050.7	15/06/2017	Plum Super Fund	Superannuation contributions	221.35

DD9050.8	15/06/2017	BT Wrap	Superannuation contributions	221.35
DD9050.9	15/06/2017	Australian Super	Superannuation contributions	453.78
DD9052.1	13/06/2017	Commander Australia Pty Ltd	Admin telephone charges 22/04/17 - 21/05/17	68.51
DD9056.1	13/06/2017	Nib Health Insurance	DD Health Insurance EMCS	186.27
DD9063.1	21/06/2017	Bankwest	Direct Debit - Bankwest	904.90
DD9043.10	01/06/2017	AMP Life Limited	Superannuation contributions	230.85
DD9050.10	15/06/2017	AMP Life Limited	Superannuation contributions	230.85
			Total for Muni Direct Debits	23,299.19
			Total for Muni Account	396,304.06
Chq/EFT	Date	Name	Description	Amount
311	30/06/2017	Ray Parsons	Cat drop bond refund	50.00
312	30/06/2017	Warren Milner	Catrap bond refund	50.00
DD9058.1	12/06/2017	Bond Administrator	Bonds	1,460.00
			Total for Trust Direct Debits	1,560.00
			Total for Trust and Muni Account	397,864.06



Bankwest Corporate MasterCard Statement



184BC3C 000058 (050N)
MR CHRISTOPHER G JACKSON
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Number **5586 0207 8811 5284**

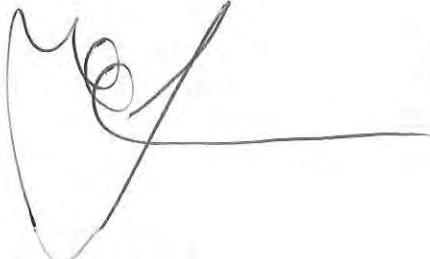
Period **2 Jun 17 - 3 Jul 17**

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

SUMMARY OF YOUR SPEND	
Purchases	\$134.60
Cash Advances & Balance Transfers	\$0.00

YOUR TRANSACTION SUMMARY

Date	Description			Debit	Credit
11 JUN 17	NAREMBEEN CLUB INCORPO	NAREMBEEN	AUS	\$91.60	
19 JUN 17	CANNING BRIDGE SUPERWA	MOUNT PLEASAN	WA	\$18.00	
20 JUN 17	GOSNELLS TYRE SERVICE	GOSNELLS	WA	\$25.00	
Total				\$134.60	\$0.00


Reviewed


Approved

184BC3C 000058 000195



184BC3C 000059 (050N)

CARD ADMINISTRATOR
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Name **SHIRE OF NAREMBEEN**

Period **2 Jun 17 - 3 Jul 17**

Facility Limit **\$10,000**

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

YOUR ACCOUNT SUMMARY

Opening Balance	\$854.90
Purchases	\$0.00
Withdrawals	\$0.00
(Cash Advances & Balance Transfers)	
Interest & Other Charges	\$0.00
Payments & Other Credits	\$854.90 CR
Closing Balance	\$0.00

PAYMENT REQUIRED

Account Name	SHIRE OF NAREMBEEN
Account Number	5586 0290 5109 4225
Payment Due Date	24 Jul 17
Minimum Payment	\$0.00
For details on how to make payments please see over	

YOUR CARDHOLDER ACTIVITY SUMMARY

Name	Account	Spending Limit	Purchases & Withdrawals	Interest & Other Charges	Payments & Other Credits
BILLING ACCOUNT	5586029051094225		\$0.00	\$0.00	\$854.90 CR
COLE, BONNIE M	5586020302121909	\$10,000.00	\$0.00	\$0.00	\$0.00
TOTAL		\$10,000.00	\$0.00	\$0.00	\$854.90 CR

YOUR INTEREST RATES

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

Date	Description		Debit	Credit
21 JUN 17	PERIODICAL PAYMENTS	06		\$854.90
Total			\$0.00	\$854.90 CR

Reviewed

Approved

184BC3C 000059 000197

AGENDA ITEM: 8.5.7 - Financial Report June 2017

Subject:	Financial Report June 2017
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	N/A
Disclosure of Interest (Member):	N/A
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	3 July 2017
Attachments:	June 2017 Financial Report, Bank Reconciliation for June 2017, CRC Financial Report and Outstanding Rates Report

SUMMARY

To review Council finances as required by legislation.

BACKGROUND

The attached Financial Reports (including Statement of Financial Activity) are submitted on behalf of the Shire of Narembeen for the period ending 30 June 2017.

COMMENT

Council's closing position at 30 June 2017 amounts to \$2,359,126 with net current assets of \$4,799,271 and \$2,047,258 which is restricted cash.

CONSULTATION

Finance Officer
Admin Officer
Senior Staff

STATUTORY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Shire of Narembeen 2016/2017 Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Receive the Shire of Narembeen's Financial Report for the month of June 2017;
2. Receive bank reconciliation for the month of June 2017 for the all Shire Bank Accounts;
3. Receive the Narembeen Community Resource Centre Financial Report for the Month of June 2017; and
4. Receive the Outstanding Rates Report as at 3 July 2017.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT
For the Period Ended 30 June 2017

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

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Note 7	Cash Backed Reserves
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Shire of Narembeen

Compilation Report

For the Period Ended 30 June 2017

Report Purpose

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

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 June 2017 of \$2,359,128.

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

Preparation

Prepared by: Bonnie Cole

Reviewed by:

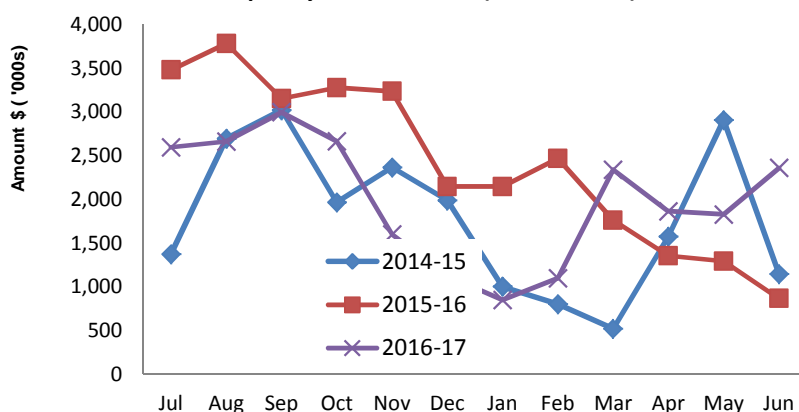
Date prepared: 3-Jul-17

Shire of Narembeen

Monthly Summary Information

For the Period Ended 30 June 2017

Liquidity Over the Year (Refer Note 3)



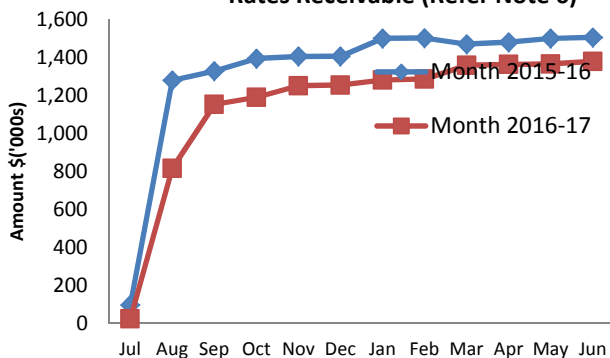
Cash and Cash Equivalents as at period end

Unrestricted	\$ 2,407,064
Restricted	\$ 2,047,258
	\$ 4,454,321

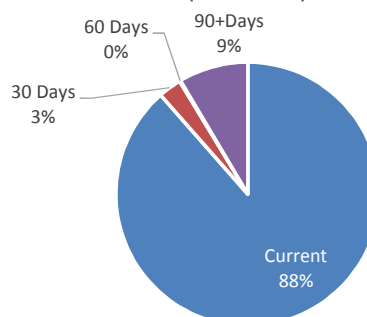
Receivables

Rates	\$ 87,371
Other	\$ 243,849
	\$ 331,220

Rates Receivable (Refer Note 6)



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

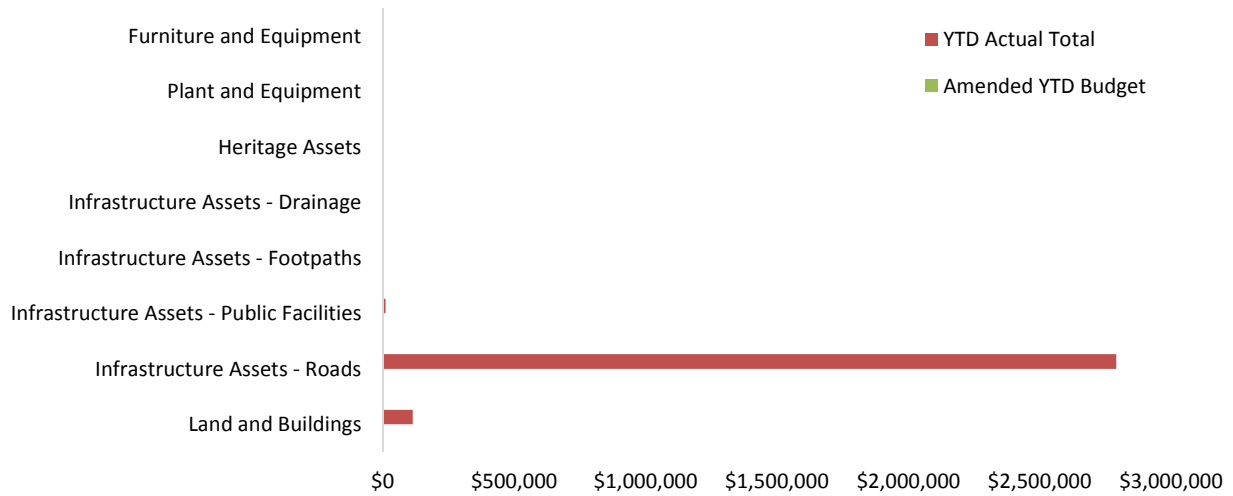


Comments

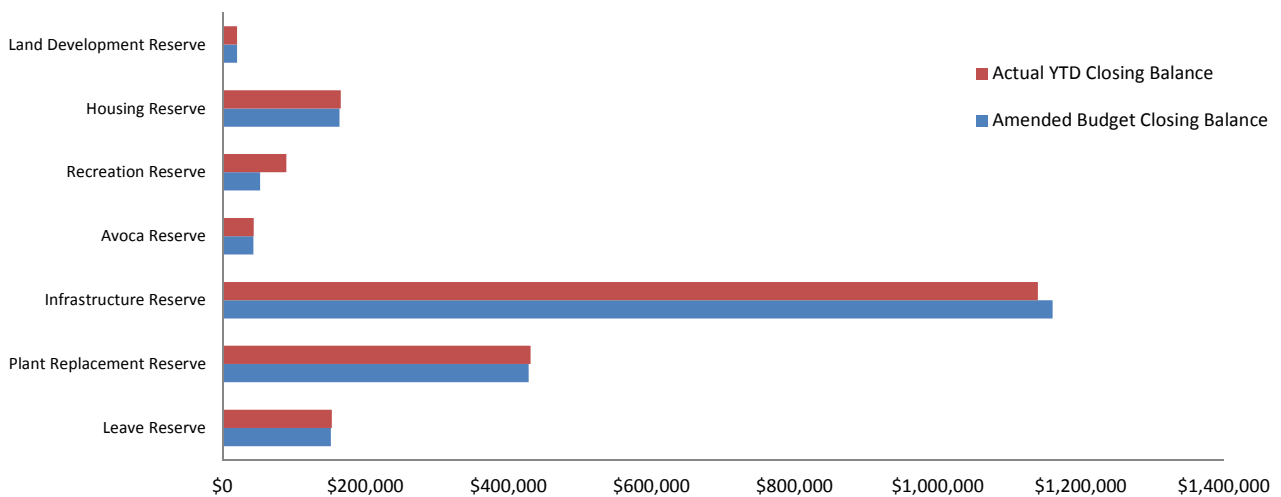
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Narembeen
Monthly Summary Information
 For the Period Ended 30 June 2017

Capital Expenditure Program YTD (Refer Note 13)



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



Comments

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

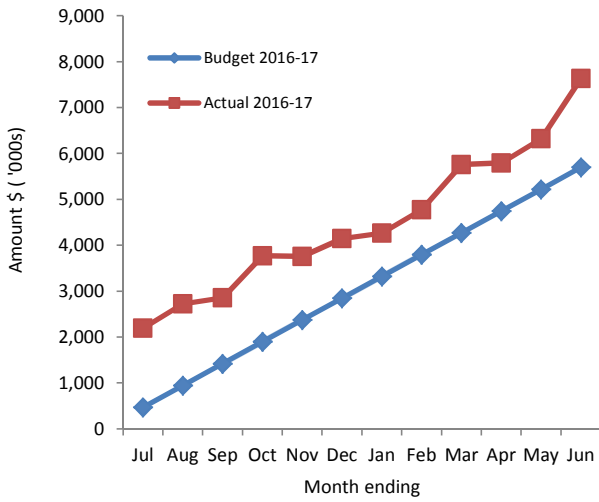
Shire of Narembeen

Monthly Summary Information

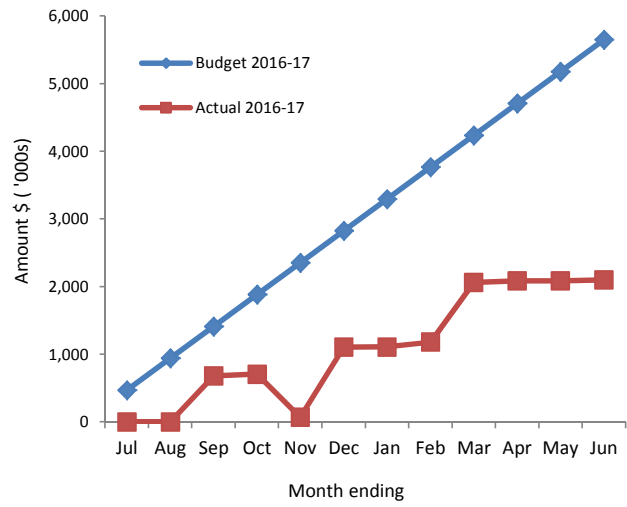
For the Period Ended 30 June 2017

Revenues

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

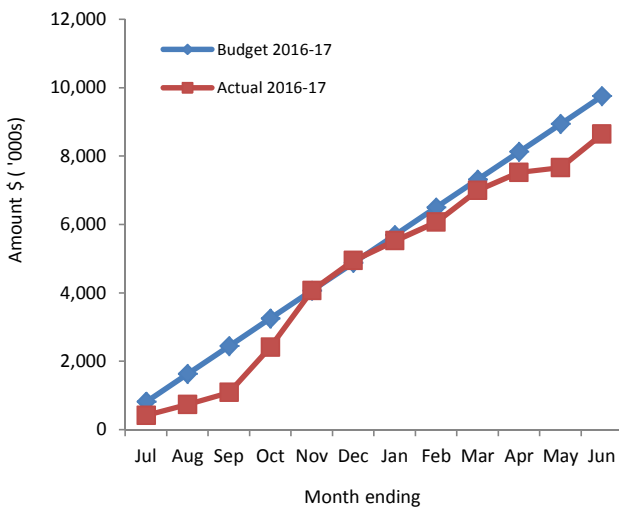


Budget Capital Revenue -v- Actual (Refer Note 2)

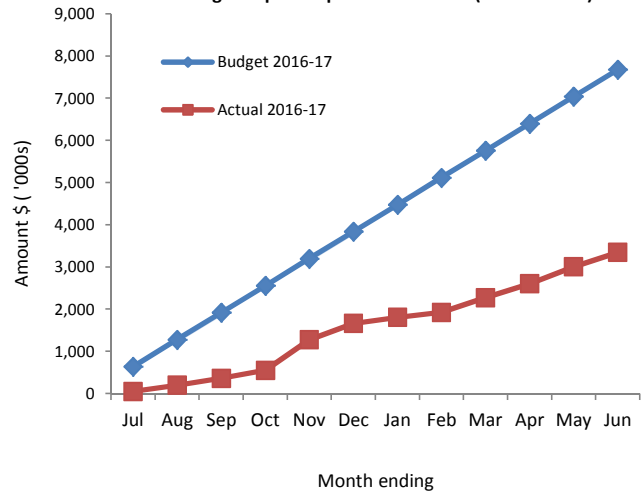


Expenditure

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



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



Comments

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

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		49,000	49,000	66,115	17,115	34.93%	▲
General Purpose Funding - Rates	9	1,555,560	1,555,650	1,566,095	10,445	0.67%	▲
General Purpose Funding - Other		1,981,367	779,040	3,028,880	2,249,840	288.80%	▲
Law, Order and Public Safety		74,000	524,000	140,724	(383,277)	(73.14%)	▼
Health		0	477,200	0	(477,200)	(100.00%)	▼
Education and Welfare		0	0	0	0		
Housing		72,869	72,869	21,194	(51,675)	(70.92%)	▲
Community Amenities		450,953	1,041,353	240,206	(801,147)	(76.93%)	▼
Recreation and Culture		144,104	251,167	70,002	(181,165)	(72.13%)	▼
Transport		75,000	4,103,060	1,481,191	(2,621,869)	(63.90%)	▼
Economic Services		222,626	222,626	227,849	5,223	2.35%	
Other Property and Services		555,076	555,076	791,726	236,649	42.63%	▲
Total Operating Revenue		5,180,556	9,631,042	7,633,980	(1,997,062)		
Operating Expense							
Governance		(276,570)	(276,570)	(567,575)	(291,005)	(105.22%)	▼
General Purpose Funding		(106,970)	(106,970)	(51,845)	55,125	51.53%	▲
Law, Order and Public Safety		(121,968)	(121,968)	(140,708)	(18,740)	(15.36%)	▼
Health		(179,374)	(179,374)	(156,598)	22,776	12.70%	▲
Education and Welfare		0	0	0	0		
Housing		(228,032)	(228,032)	(235,399)	(7,366)	(3.23%)	
Community Amenities		(698,285)	(698,285)	(547,055)	151,230	21.66%	▲
Recreation and Culture		(1,149,175)	(1,149,175)	(1,117,669)	31,506	2.74%	▲
Transport		(4,735,436)	(4,735,436)	(5,038,989)	(303,552)	(6.41%)	
Economic Services		(417,456)	(417,456)	(377,119)	40,337	9.66%	▲
Other Property and Services		(459,871)	(459,871)	(407,802)	52,068	11.32%	▲
Total Operating Expenditure		(8,373,138)	(8,373,138)	(8,640,759)	(267,622)		
Funding Balance Adjustments							
Add back Depreciation		3,212,567	3,212,567	3,861,774	649,207	20.21%	▲
Adjust (Profit)/Loss on Asset Disposal	8	11,000		(33,835)	(33,835)		▼
Adjust Provisions and Accruals		0		0	0		
Net Cash from Operations		30,985	4,470,471	2,821,160	(1,649,311)		
Capital Revenues							
Grants, Subsidies and Contributions	11	5,652,723	2,098,786	2,098,786	0	0.00%	
Proceeds from Disposal of Assets	8	23,000	99,084	99,084	0	0.00%	
Total Capital Revenues		5,675,723	2,197,870	2,197,870	0		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(1,690,285)	(113,763)	(113,763)	0	0.00%	
Infrastructure - Roads	13	(5,517,169)	(2,790,199)	(2,790,199)	0	0.00%	
Infrastructure - Public Facilities	13	(9,700)	(9,700)	(9,700)	0	0.00%	
Infrastructure - Footpaths	13	0	0	0	0		
Infrastructure - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(250,277)	(239,083)	(239,083)	0	0.00%	
Furniture and Equipment	13	(207,813)	(195,257)	(195,257)	0	0.00%	
Total Capital Expenditure		(7,675,244)	(3,348,002)	(3,348,002)	0		
Net Cash from Capital Activities		(1,999,521)	(1,150,132)	(1,150,132)	0		
Financing							
Proceeds from New Debentures		100,000	73,000	73,000			
Proceeds from Advances		0	0				
Self-Supporting Loan Principal		11,064	8,994	8,994			
Transfer from Reserves	7	0	31,128	31,128			
Advances to Community Groups		0	0				
Repayment of Debentures	10	(76,354)	(74,284)	(74,284)			
Transfer to Reserves	7	(199,685)	(252,403)	(252,403)			
Net Cash from Financing Activities		(164,975)	(213,564)	(213,564)			
Net Operations, Capital and Financing		(2,133,511)	3,106,775	1,457,464			
Opening Funding Surplus(Deficit)	3	911,100	911,100	901,664			
Closing Funding Surplus(Deficit)	3	(1,222,411)	4,017,875	2,359,128			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2017

	Note	Amended Annual Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
Rates	9	\$ 1,555,560	\$ 1,566,095	\$	%	
Operating Grants, Subsidies and Contributions	11	2,827,279	4,825,926	4,825,926		▲
Fees and Charges		1,131,990	1,145,449	1,145,449		▲
Service Charges		0	0	0		
Interest Earnings		83,300	53,587	53,587		▲
Other Revenue		10,000	(2)	(2)		
Profit on Disposal of Assets	8	1,000	41,116	41,116		
Total Operating Revenue		5,609,129	7,632,171	6,066,076		▲
Operating Expense						
Employee Costs		(1,694,484)	(2,149,609)	(2,149,609)		▼
Materials and Contracts		(2,229,886)	(2,147,249)	(2,147,249)		▼
Utility Charges		(277,850)	(227,289)	(227,289)		▼
Depreciation on Non-Current Assets		(5,262,566)	(3,861,774)	(3,861,774)		▼
Interest Expenses		(61,922)	(47,806)	(47,806)		▼
Insurance Expenses		(189,953)	(191,717)	(191,717)		▼
Other Expenditure		(25,075)	(6,225)	(6,225)		▼
Loss on Disposal of Assets	8	(12,000)	(7,281)	(7,281)		▼
Total Operating Expenditure		(9,753,736)	(8,638,950)	(8,631,669)		▼
Funding Balance Adjustments						
Add back Depreciation		5,262,566	3,861,774	3,861,774		▲
Adjust (Profit)/Loss on Asset Disposal	8	11,000	(33,835)	(33,835)		▼
Adjust Provisions and Accruals		0	0	0		
Net Cash from Operations		1,128,959	2,821,160	1,262,346		
Capital Revenues						
Grants, Subsidies and Contributions	11	5,652,723	2,098,786	2,098,786		▲
Proceeds from Disposal of Assets	8	23,000	99,084	99,084		▲
Total Capital Revenues		5,675,723	2,197,870	2,197,870		
Capital Expenses						
Land Held for Resale		0	0	0		
Land and Buildings	13	(1,690,285)	(113,763)	(113,763)		▼
Infrastructure - Roads	13	(5,517,169)	(2,790,199)	(2,790,199)		▼
Infrastructure - Public Facilities	13	(9,700)	(9,700)	(9,700)		▼
Infrastructure - Footpaths	13	0	0	0		
Infrastructure - Drainage	13	0	0	0		
Heritage Assets	13	0	0	0		
Plant and Equipment	13	(250,277)	(239,083)	(239,083)		▼
Furniture and Equipment	13	(207,813)	(195,257)	(195,257)		▼
Total Capital Expenditure		(7,675,244)	(3,348,002)	(3,348,002)		
Net Cash from Capital Activities		(1,999,521)	(1,150,132)	(1,150,132)		
Financing						
Proceeds from New Debentures		100,000	73,000	73,000		
Proceeds from Advances		0	0	0		
Self-Supporting Loan Principal		11,064	8,994	8,994		
Transfer from Reserves	7	131,610	31,128	31,128		
Advances to Community Groups		0	0	0		
Repayment of Debentures	10	(76,354)	(74,284)	(74,284)		
Transfer to Reserves	7	(199,685)	(252,403)	(252,403)		
Net Cash from Financing Activities		(33,365)	(213,564)	(213,564)		
Net Operations, Capital and Financing		(903,927)	1,457,464	(101,350)		
Opening Funding Surplus(Deficit)	3	911,100	901,664	(9,436)	(1.04%)	
Closing Funding Surplus(Deficit)	3	7,173	2,359,128	(110,786)		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance

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

SHIRE OF NAREMBEEN
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 June 2017

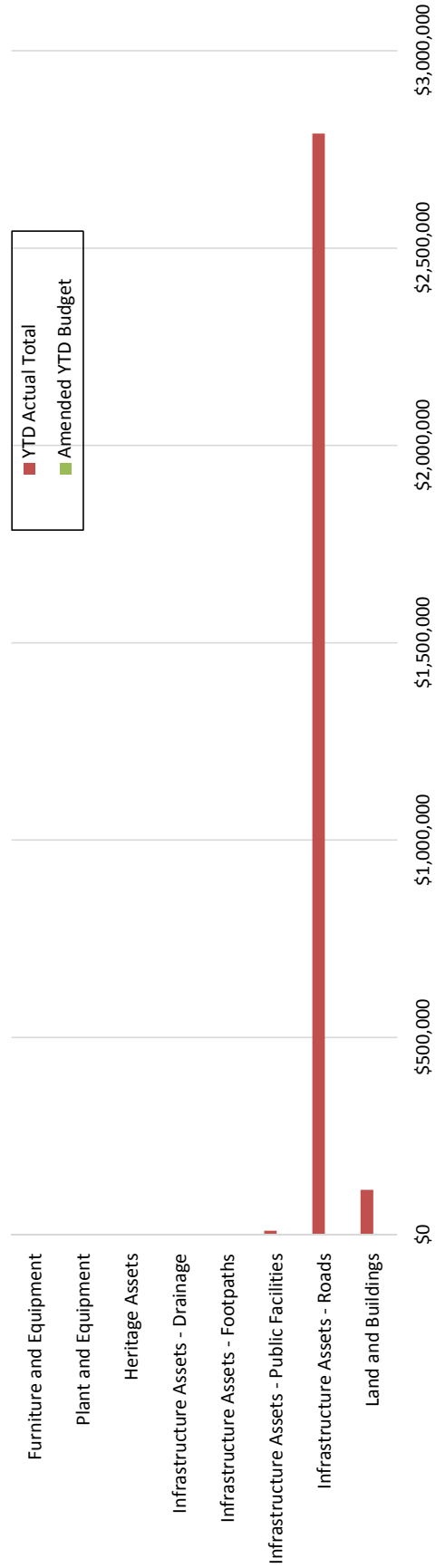
		YTD 30 06 2017			YTD 30 06 2017		
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 44,379	\$ 69,238	\$ 113,617	\$	\$ 2,116,000	\$ 113,617
Infrastructure Assets - Roads	13	1,033,981	1,756,218	2,790,199		3,991,057	2,790,199
Infrastructure Assets - Public Facilities	13	0	9,700	9,700		700,000	9,700
Infrastructure Assets - Footpaths	13			0		10,000	0
Infrastructure Assets - Drainage	13			0		0	0
Heritage Assets	13			0		0	0
Plant and Equipment	13	34,793	73,000	107,793		964,000	856,207
Furniture and Equipment	13	189,450	0	189,450		120,000	69,450
Capital Expenditure Totals		1,302,602	1,908,156	2,913,516	0	7,901,057	2,913,516

Funded By:

Capital Grants and Contributions	5,652,723		6,515,323	5,652,723
Borrowings	73,000	73,000	100,000	0
Other (Disposals & C/Fwd)	99,084	99,084	23,000	(0)
Own Source Funding - Cash Backed Reserves				
Infrastructure Reserve	0	0	0	0
Pensioner Unit Maintenance Reserve	0	0	0	0
Plant Replacement Reserve	0	0	0	0
Total Own Source Funding - Cash Backed Reserves	-31,128	31,128	0	(62,256)
Own Source Funding - Operations	(2,880,163)	(203,212)	1,262,734	(2,676,951)
Capital Funding Total	2,913,516	0	7,901,057	2,913,516

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF NAREMBEEN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 June 2017

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	49,000		49,000	
General Purpose Funding - Rates	1,555,560		1,555,560	
General Purpose Funding - Other	1,981,367		1,981,367	
Law, Order and Public Safety	74,000		74,000	
Health	0		0	
Education and Welfare	0		0	
Housing	69,270	3,600	72,870	
Community Amenities	454,753	(3,800)	450,953	
Recreation and Culture	122,304	21,800	144,104	
Transport	543,000	508,143	1,051,143	
Economic Services	204,800	17,826	222,626	
Other Property and Services	555,076		555,076	
Total Operating Revenue	5,609,130	547,569	6,156,699	0
Operating Expense				
Governance	(306,570)	40,000	(266,570)	
General Purpose Funding	(106,970)		(106,970)	
Law, Order and Public Safety	(121,968)		(121,968)	
Health	(173,874)	(5,500)	(179,374)	
Education and Welfare	0		0	
Housing	(223,032)	(5,000)	(228,032)	
Community Amenities	(682,085)	(16,200)	(698,285)	
Recreation and Culture	(1,119,475)	(29,700)	(1,149,175)	
Transport	(6,158,436)	(597,000)	(6,755,436)	
Economic Services	(401,456)	2,050,000	1,648,544	
Other Property and Services	(459,871)	50,000	(409,871)	
Total Operating Expenditure	(9,753,737)	1,486,600	(8,267,137)	0
Funding Balance Adjustments				
Add back Depreciation	5,262,566	(2,050,000)	3,212,566	
Adjust (Profit)/Loss on Asset Disposal	11,000		11,000	
Adjust Provisions and Accruals			0	0
Net Cash from Operations	1,128,959	(15,831)	1,113,128	0
Capital Revenues				
Grants, Subsidies and Contributions	5,652,723		5,652,723	
Proceeds from Disposal of Assets	23,000	25,758	48,758	
Proceeds from Sale of Investments	0		0	
Total Capital Revenues	5,675,723	25,758	5,701,481	0
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings	(1,683,485)	(17,550)	(1,701,035)	
Infrastructure - Roads	(5,517,169)	98,000	(5,419,169)	
Infrastructure - Public Facilities	(9,700)		(9,700)	
Infrastructure - Footpaths	0		0	
Infrastructure - Drainage	0		0	
Heritage Assets	0		0	
Plant and Equipment	(250,277)	(18,031)	(268,308)	
Furniture and Equipment	(202,063)	(32,000)	(234,063)	
Total Capital Expenditure	(7,662,694)	30,419	(7,632,275)	0
Net Cash from Capital Activities	(1,986,971)	56,177	(1,930,794)	0

Financing				
Proceeds from New Debentures	100,000		100,000	
Proceeds from Advances	0		0	
Self-Supporting Loan Principal	11,064		11,064	
Transfer from Reserves	131,610		131,610	
Purchase of Investments	0		0	
Advances to Community Groups	0		0	
Repayment of Debentures	(76,354)		(76,354)	
Transfer to Reserves	(199,685)	(30,910)	(230,595)	
Net Cash from Financing Activities	(33,365)	(30,910)	(64,275)	0
Net Operations, Capital and Financing	(891,377)	9,436	(881,941)	0
Opening Funding Surplus(Deficit)	911,100	(9,436)	901,664	911,100
Closing Funding Surplus(Deficit)	19,723	0	19,723	911,100

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

"Economic: A strong, resilient and balanced economy.

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

Social: Our community enjoys a high quality of life.

Civic Leadership: A collaborative and engaged community."

(s) Reporting Programs

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 2: EXPLANATION OF MATERIAL VARIANCES

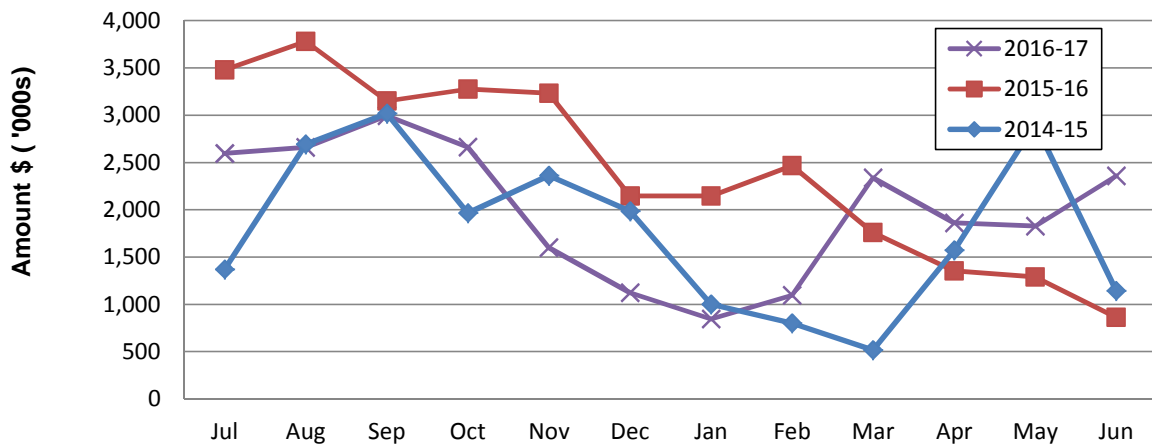
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues					
Governance	\$ 17,115	34.93%	▲	Timing	FBT rebate received
General Purpose Funding - Rates	10,445	0.67%	▲	Timing	
General Purpose Funding - Other	2,249,840	288.80%	▲	Timing	FAG repayment received
Law, Order and Public Safety	(383,277)	(73.14%)	▼	Timing	Emergency service centre grant approved, not received
Housing	(51,675)	(70.92%)	▲	Timing	Reallocations not completed
Community Amenities	(801,147)	(76.93%)	▼	Timing	CRC Figures not included to date.
Recreation and Culture	(181,165)	(72.13%)	▼	Timing	Lotterywest funding received as capital grant
Transport	(2,621,869)	(63.90%)	▼	Permanent	FGN funds received at capital
Economic Services	5,223	2.35%	▲	Timing	
Other Property and Services	236,649	42.63%	▲	Permanent	Private works income for GFN
Operating Expenditure					
Governance	(291,005)	(105.22%)	▼	permanent	Admin Allocations not performed
General Purpose Funding	55,125	51.53%	▲	permanent	Discount Allowed
Law, Order and Public Safety	(18,740)	(15.36%)	▼	permanent	Waiting on Invoices for ESL
Health	22,776	12.70%	▲	Timing	Housing reallocations not performed.
Housing	(7,366)	(3.23%)	▲	Timing	CRC Figures not included to Date.
Community Amenities	151,230	21.66%	▲		
Recreation and Culture	31,506	2.74%	▲		
Transport	(303,552)	(6.41%)	▲		
Economic Services	40,337	9.66%	▲		Depreciation amounts changed
Other Property and Services	52,068	11.32%	▲	permanent	GFN works allocated through Private Works

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)				
	Note	YTD 30 Jun 2017	Previous Period	Same Period Last year
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	2,407,064	1,995,363	1,230,876
Cash Restricted	4	2,047,258	1,844,950	1,825,985
Receivables - Rates	6	87,371	95,896	90,497
Receivables -Other	6	238,121	23,621	92,211
Inventories		19,457	19,457	19,457
		4,799,271	3,979,287	3,259,026
Less: Current Liabilities				
Payables		(149,679)	(232,422)	(353,462)
Provisions		(243,257)	(243,257)	(243,257)
		(392,937)	(475,680)	(596,719)
Less: Cash Reserves	7	(2,047,260)	(1,873,668)	(1,825,985)
Net Adjustment for Borrowings.		51	(3,680)	65,341
Net Current Funding Position		2,359,126	1,626,259	901,663

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	CRC \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Account	0.01%	1,064,223				1,064,223	BankWest	At Call
Operating Account	0.01%				46,331	46,331	Bankwest	At Call
Trust Bank Account	0.01%			19,747		19,747	BankWest	At Call
Reserve Account	1.25%		2,047,260			2,047,260	BankWest	At Call
Cash Management Account	1.25%	404,791				404,791	BankWest	At Call
(b) Term Deposits								
Gold Term Deposit	2.50%				65,000	65,000	BankWest	23-Jun-17
Total		1,469,014	2,047,260	19,747	111,331	3,647,352		

Comments/Notes - Investments

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 6: RECEIVABLES

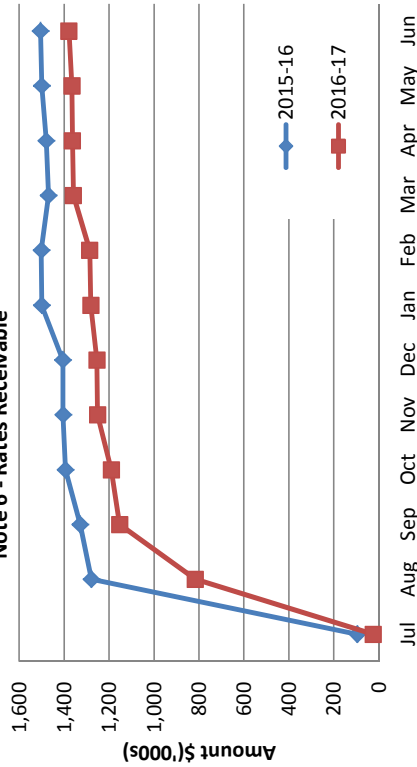
Receivables - Rates Receivable

Opening Arrears Previous Years	\$ 85,712
Levied this year	(1,566,095)
Less Collections to date	1,379,470
Equals Outstanding	(87,371)

Net Rates Collectable
 % Collected

	YTD 30 Jun 2017	30 June 2016
	\$ 99,254	\$ 85,712
	(87,371)	85,712
	(87,371)	85,712
	94.04%	0.00%

Note 6 - Rates Receivable



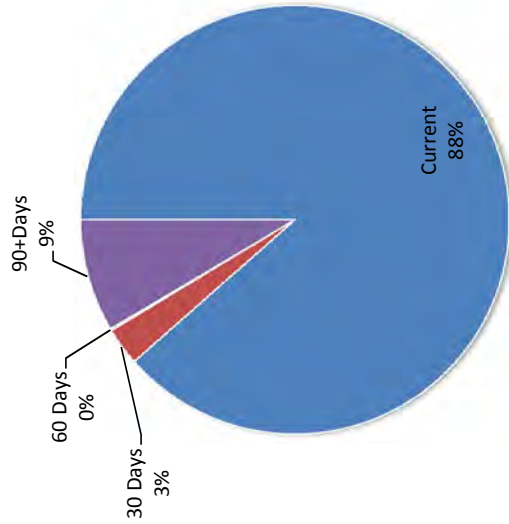
Comments/Notes - Receivables Rates

Receivables - General

Current	\$ 215,789	\$ 6,960	\$ 360	\$ 20,740
Receivables - General				
Total Receivables General Outstanding				243,849

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



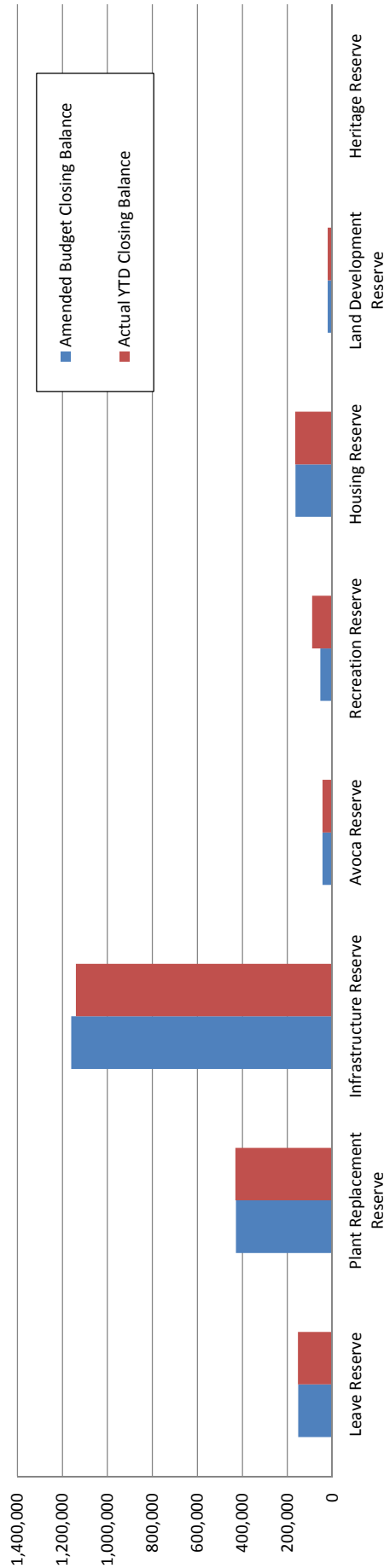
Comments/Notes - Receivables General

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 7- Cash Backed Reserve

2016-17	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
	Leave Reserve	\$ 151,382	\$ 0	\$ 1,389	\$ 0	\$ 0	\$ 0	\$ 0		\$ 151,382	\$ 152,771
	Plant Replacement Reserve	233,579	0	2,143	194,685	195,000	0	0		428,264	430,722
	Infrastructure Reserve	1,160,702	0	10,371	0	0	0	(31,128)		1,160,702	1,139,945
	Avoca Reserve	43,375	0	398	0	0	0	0		43,375	43,773
	Recreation Reserve	52,830	0	786	0	35,625	0	0		52,830	89,241
	Housing Reserve	163,808	0	1,503	0	0	0	0		163,808	165,311
	Land Development Reserve	20,309	0	188	0	0	0	0		20,309	20,497
	Heritage Reserve	1,825,985	0	16,777	5,000	5,000	0	(31,128)		5,000	5,000
					199,685	235,625	0	(31,128)		2,025,670	2,047,260

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



SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal		Amended Current Budget				Comments
		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	YTD 30 06 2017	
Cost	Accum Depr	Proceeds	Profit (Loss)	Disposals		
\$	\$	\$	\$	\$	\$	\$
8,000	(1,048)	1,750	(5,202)	1,000	-5,202	0
5,000	(2,921)	0	(2,079)	0	-2,079	1,000
33,800	(25,373)	28,334	19,907	28,334	19,907	11,000
34,000	(12,762)	24,000	2,762		2,762	(6,202)
45,500	(18,948)	45,000	18,448		18,448	(2,079)
						(8,427)
						2,762
						18,448
						0
						0
						0
126,300	(61,052)	99,084	33,835	17,334	33,835	16,501

Comments - Capital Disposal/Replacements

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE												
General Rate												
GRV		0.1160	216	1,706,700	198,039	0	0	198,039	198,039	0	0	198,039
UV		0.0145	341	94,893,000	1,373,007	0	0	1,371,643	1,373,007	0	0	1,373,007
UV Mining		0.0145	1	40,411	585	0	0	585	585	0	0	585
Sub-Totals			558	96,640,111	1,571,631	0	0	1,570,267	1,571,631	0	0	1,571,631
Minimum Payment												
GRV		445.00	18	9,365	8,010	0	0	8,010	8,010	0	0	8,010
UV		445.00	39	531,500	17,355	0	0	17,355	17,355	0	0	17,355
UV Mining		445.00	15	51,525	6,675	0	0	6,675	6,675	0	0	6,675
Sub-Totals			72	592,390	32,040	0	0	32,040	32,040	0	0	32,040
									1,602,307			
Discount												
Amount from General Rates												(31,723)
Specified Area Rates												1,571,948
Totals									1,570,584			1,571,948

Comments - Rating Information

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 119 - CEO House & Subdivision	7,470		7,418	7,470	0	211	229	
Loan 127 Homes for the Aged (SSL)	128,890		7,385	9,506	119,384	4,173	5,369	
Loan 118 Community Centre	16,351		15,814	15,814	537	334	489	
Loan 123 Tennis Club (SSL)	1,609		1,609	1,558	51	28	54	
Loan 125 Swimming Pool	251,890		16,137	16,136	235,754	13,703	16,561	
Loan 128 Recreation Centre	752,025		25,921	25,870	726,104	29,358	39,220	
Solar Panels		73,000						
	1,158,235	73,000	74,284	76,354	1,081,881	47,807	61,922	

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2016-17 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
GENERAL PURPOSE FUNDING			\$	\$	\$	\$	\$	\$
Grants Commission - General	WALGGC	Y	1,172,944	0	1,172,944	0	569,189	603,756
Grants Commission - Roads	WALGGC	Y	702,772	0	702,772	0	293,956	408,816
Ex Gratia Rates	CBH		13,351		13,351		13,308	43
Instalment Fees			2,000		2,000		2,040	(40)
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Y	23,000	0	23,000	0	18,000	5,000
ESL Contribution	DFES	Y	4,000		4,000		4,000	0
Emergency Services building			450,000			450,000		0
Health								
Doctor Surgery	NSRF	Y	477,200			477,200		477,200
COMMUNITY AMENITIES								
Community Service Centre	Fencepost		30,000			30,000		30,000
	CRC		65,000			65,000		65,000
	NSRF		710,000			252,300		252,300
RECREATION AND CULTURE								
Hall Kitchen	NSRF	Y	5,000			5,000		5,000
Playground	Lotterywest	Y	75,000			75,000		0
Pool grant	Go Narembeen		27,063			27,063		2,063
	DSR		32,000			32,000		0
TRANSPORT								
Direct Grant	Main Roads	Y	170,000	0	181,413	0	181,413	0
Regional Road Group	Main Roads	Y	334,400	0	0	334,400	133,760	200,640
Regional Road Group 15/16 balance	Main Roads	Y	66,000			66,000	66,000	0
R2R	Dept. Infrastructure	Y	847,660			847,660	847,660	0
Black Spot Funding	Main Roads	Y	100,000			100,000		100,000
WANNDRRA	Main Roads	Y	368,000				900,575	219,425
Grain Freight Network	Main Roads	Y	3,328,000	0	1,120,000	3,328,000	1,080,000	2,248,000
ECONOMIC SERVICES								
Skeleton Weed Funding	DAFFWA	Y	130,000	0	130,000	0	115,000	15,000
TOTALS			9,133,390	0	3,381,480	6,057,623	4,356,901	4,632,203
Operating			2,618,067					2,129,481
Non-Operating			6,515,323					2,227,420
			<u>9,133,390</u>					<u>4,356,901</u>

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 12: TRUST FUND

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

Description	Opening Balance 1 Jul 16	Amount Received	Amount Paid	Closing Balance 30/06/2017
Wadderin Reserve	\$ 0	\$	\$ 0	\$ 0
Sundry Deposits	1,650	300	(550)	1,400
Gym Card Bonds	3,550	3,350	(1,600)	5,300
Nominations	0	80	(80)	0
BCITF Levy	502		(502)	0
Building Services Levy	519	919	(610)	828
Joint Venture Bonds	2,072	7,786	(7,350)	2,508
Wheatbelt Railway Retention Alliance	8,981		0	8,981
	17,274	12,435	(10,692)	19,017

Level of Completion Indicators
 0% ○
 20% ○
 40% ○
 60% ○
 80% ○
 100% ●

SHIRE OF NAREMBEEN
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2017

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	Amended YTD Budget	YTD Actual	YTD 30/06/2017	
					Variance (Under)/Over	YTD Actual (Renewal/Exp)
	Buildings					
	Community Amenities					
	Community Service Centre Extension	0 (590,400)	0	\$0 \$0 \$0	0 590,400 0	0
	Community Amenities Total	(590,400)	0	0	590,400	0
	Law, Order and Public Safety					
	Emergency Services Buildings	(500,000)	0	\$44,379	455,621	
	Health Total	(500,000)	0	44,379	455,621	
	Health					
	Doctors Surgery Extension	(477,200)	0	\$0	477,200	
	Health Total	(477,200)	0	0	477,200	
	Housing					
	10 Hilton way - Replace Asbestos Fence	(8,000)	0	\$7,221	779	0
	16 Hilton Way - Replace Asbestos Fence	(15,000)	0	\$7,221	7,779	0
	18 Hilton Way Renovations	(43,000)	0	\$0	43,000	0
	21 Northmore Street - Refurbishment	(10,000)	0	\$12,263	(2,263)	0
	Housing Total	(76,000)	0	26,706	49,294	0
	Recreation And Culture					
	Town Hall Kitchen Installations	(19,885)	0	\$27,832	(7,947)	
	Town Hall Power Board Upgrade	(10,000)	0	\$7,900	2,100	
	Recreation Centre - Shade Sails Near Bolwing Greens	(6,800)	0	\$6,800	0	
	Recreation And Culture Total	(36,685)	0	42,532	(5,847)	
	Transport					
	Repairs to the Airfield Shed	(10,000)	0	\$146	10,146	
	Transport Total	(10,000)	0	146	10,146	
	Buildings Total	(1,690,285)	0	113,763	1,576,814	0
	Drainage/Culverts					
	Drainage/Culverts Total	0	0	0	0	0

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2017

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	YTD 30/04/2017			
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
	Furniture & Office Equip.				
	Recreation And Culture				
	Solar Panels			\$83,254	16,746
	Relace town hall curtain	(100,000)		\$5,807	(57)
	Recreation Centre Playground	(5,750)		\$106,196	(4,133)
	Recreation And Culture Total	(102,063)	0	195,257	12,556
	Furniture & Office Equip. Total	(207,813)	0	195,257	12,556
	Plant , Equip. & Vehicles				
	Governance				
	Replace CEO Vehicle	(43,031)	0	\$43,031	(0)
	Replace EMCS Vehicle	(36,245)		\$36,245	0
	Governance Total	(79,276)	0	79,276	0
	Transport				
	Cherry Picker	(10,000)	0	\$0	10,000
	Small Truck for Mechanic	(60,000)		\$34,793	25,207
	Low Loader Trailer	(50,000)	0	\$73,000	(23,000)
	Replace Works Manager Vehicle	(51,001)		\$52,015	(1,014)
	Transport Total	(171,001)	0	159,807	11,194
	Plant , Equip. & Vehicles Total	(250,277)	0	239,083	11,194
	Other Infrastructure				
	Recreation And Culture				
	Pool Bowl Repairs	(9,700)		\$9,700	0
	Recreation And Culture Total	(9,700)	0	9,700	0
	Other Infrastructure Total	(9,700)	0	9,700	0
	Roads				
	Transport				
	Bruce Rock - Naremben Road 0-4slk	(503,581)		\$322,039	181,542
	Corrigin Naremben Road 7.8-12slk	(491,149)		\$523,854	(32,705)
	Corrigin Naremben Road 0-1.2, 5-7.8slk	(120,436)		\$0	120,436
	Townsite Bypass Grain Freight Network	(3,268,906)		\$1,033,981	2,234,925
	Kondinin Road R2R	(847,946)		\$688,994	158,952
	Cramphorne Road - Lan (C/F)	(21,000)		\$20,577	423
	Kondinin Road - Land (C/F)	(13,000)		\$10,551	2,449
	Worgarl Road Black Spot			\$0	0
	Moorine South Road	(9,267)		\$0	9,267
	Mt Walker Road Repairs	(217,066)		\$135,868	81,198
	Wadderin Floodway Reseal	(12,409)		\$972	11,437
	Soldiers Road Floodway Reseal	(12,409)		\$1,076	11,333
	Bruce Rock - Naremben road 15/16 section			\$52,288	(52,288)
	Bruce Rock Rock 14/15			\$0	0
	Transport Total	(5,517,169)	0	2,790,199	2,726,970
	Roads (Non Town) Total	(5,517,169)	0	2,790,199	2,726,970
	Capital Expenditure Total	(7,675,244)	0	3,348,002	4,327,533

Shire of Narembeen

Bank Reconciliation - June 2017

BW account #
GL Account #

Balance as per GL Cash at Bank GEN

Plus
Unpresented Cheques/EFT
Outstanding as per Synergy report

PLUS
Term deposit
Cash not deposited
Cash not deposited

TOTAL

Total
Balance as per BW Statement

Difference

Municipal	Restricted Cash	Reserves	Trust
5347926 11590100	0059637 1590200	5347900 1595500	5347934 1591000
\$ 1,690,141.30	\$ 604,791.00	\$ 2,047,257.81	\$ 19,017.87
520.00			\$ 100.00
520.00	0.00	0.00	100.00
(70.95) (791.40)	(600,000.00)		
(862.35)	(600,000.00)	0.00	0.00
\$ 1,689,798.95	\$ 4,791.00	\$ 2,047,257.81	\$ 19,117.87
\$ 1,689,798.95	\$ 4,791.00	\$ 2,047,257.81	\$ 19,117.87
\$ -	\$ -	\$ -	\$ -

OUTSTANDING CHEQUES

Muni

10923 \$ 250.00
10934 \$ 270.00

\$ 520.00

Trust

311 \$ 50.00
312 \$ 50.00

\$ 100.00

Prepared By:

Rachael Moore

Signed:



Date:

3-7-17

Checked By:



Signed:

3/7/17

Date:

Shire of Narembeen
Outstanding Rates as at 1 June 2017

Property Ass	Address	Outstanding Amount	Notes
A1008	46 Ada Street	\$ 693.15	Sent final notice 17/01/17 owner advised 19/01/17 that payment increased to \$250 per fortnight - regular payments made
A1052	33 Thomas Street	\$ 14,488.43	3 years unpaid. No sale at Auction. No further action
A1058	17 Doreen Street	\$ 3,068.79	Owner rang on 22/11/16 advising to set up weekly repayments of \$100. No repayments demand letter sent 10/02/17 Contact made payments recommenced
A1069	28 Thomas Street	\$ 689.49	Agreed to pay \$50 per fortnight. 14/01/17 sent final notice
A1075	5 Doreen Street	\$ 3,511.86	In Estate - Caveat on property
A1076	Lot 2 Latham Road	\$ 3,305.43	In Estate - Caveat on property
A1084	11 Thomas Street	\$ 421.21	Reminder Letter sent 25/10/16, 17/01/17 sent final notice, Payment plan \$50 per fortnight 20/01/17
A1089	1 Northmore Street	\$ 1,358.93	Owner has spoken to CEO with intention to set up repayment plan, Payed \$550 to date - 17/01/17 sent final notice
A1151	4 Northmore Street	\$ 205.90	To be paid in full end of May 2017
A1249	11 Wakeman Street	\$ 1,601.69	Reminder Letter sent 25/10/16, 17/01/17 sent final notice - 10/11/16 payment plan- no payments Demand letter sent 10/02/17 Sent to Ampac 09/03/17 15/05/17 plan to pay \$100 per fortnight
A1254	9 Northmore Street	\$ 1,026.20	Reminder Letter sent 25/10/16, 17/01/17 sent final notice 10/02/17 sent to AMPAC 02/03/2017 contacted to advise will email a payment plan 02/03/17 agreement to pay \$100 per fortnight - finalised the end of May 2017
A1256	17 Northmore Street	\$ 1,925.10	Reminder Letter sent 25/10/16, 17/01/17 sent final notice
A1261	11 Northmore Street	\$ 1,453.39	Reminder Letter sent 25/10/16, 17/01/17 sent final notice- 01/02/17 advised will pay \$500 per fortnight Reminder of plan sent 22/03/17 Final notice 04/04/17 Sent to AMPAC.
A2015	Coverley Road	\$ 6,544.30	sent to AMPAC. Agreement entered into
A2048	Dixon Road	\$ 7,448.05	sent to AMPAC. Agreement entered into
A2086	Dixon Road	\$ 356.42	SFO has emailed owner advising of incorrect payment amount, 17/01/17 sent final notice
A2092	1287 Wadderin-Graball Road	\$ 11,183.84	Sent to AMPAC. Agreement entered into
A3038	281 Church Road	\$ 194.42	Interest owing - reminder sent, 17/01/17 sent final notice Reminder 04/04/17
A3075	2792 Dixon Road	\$ 497.99	SFO has emailed owner advising of incorrect payment amount, 17/01/17 sent final notice
A3083	Soldiers Road	\$ 12,830.34	Sent to AMPAC. Agreement entered into
A3098	Soldiers Road	\$ 10,671.99	Sent to AMPAC. Agreement entered into
A4047	Narembeen Boundary Road	\$ 2,459.56	Reminder Letter sent 25/10/16 - Email received After harvest payment, email sent requesting payment plan 03/03/17 emailed regarding commencement of payment plan - confirmed payments to commence
A4072	Billericay East Road	\$ 223.12	Reminder Letter sent 25/10/16 - Email received After harvest payment, email sent requesting payment plan 03/03/17 emailed regarding commencement of payment plan
A4130	Narembeen South Road	\$ 160.39	Interest only, 17/01/17 sent final notice
A5086	Kondinin Narembeen Road	\$ 23.93	Interest
A5114	Narembeen	\$ 9,806.52	sent to AMPAC. Agreement entered into
A5122	Narembeen	\$ 287.21	sent to AMPAC. Agreement entered into
A5124	Narembeen	\$ 2,598.78	sent to AMPAC. Agreement entered into
A5126	Yeomans Road	\$ 146.19	sent to AMPAC. Agreement entered into
A5128	Soldiers Road	\$ 175.53	sent to AMPAC. Agreement entered into
A5195	Narembeen South Road	\$ 5,360.95	Waiting to hear from owner regarding dispute over sale
A5197	Lot 18341 Narembeen	\$ 16,499.68	sent to AMPAC. Agreement entered into
		\$ 121,218.78	
	With AMPAC	\$ 89,220.37	
	Repayment Plan	\$ 6,531.93	
	Other	\$ 25,466.48	
	Deferred Rates	\$ -	
	Instalments	\$ -	

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Balance Sheet

As of June 2017

12/07/2017
9:43:42 AM

Assets	
Trading Cheque Account	\$55,930.97
Petty Cash	\$100.00
Cash Sale Float	\$50.00
Undeposited Funds	\$474.31
Term Deposit 917	\$65,000.00
Withholding Credits	
Trade Debtors	\$4,832.50
Total Withholding Credits	<u>\$4,832.50</u>
Total Assets	<u>\$126,387.78</u>
Liabilities	
Trade Creditors	\$17,879.94
Gym Bonds (Trust)	\$1,350.00
Gym Memberships	\$2,795.01
GST Liabilities	
GST Collected	\$9,117.72
GST Paid	<u>-\$7,429.31</u>
Total GST Liabilities	<u>\$1,688.41</u>
Total Liabilities	<u>\$23,713.36</u>
Net Assets	<u>\$102,674.42</u>
Equity	
Retained Earnings	\$101,881.21
Prior Year Adjustment	\$40.63
Current Earnings	<u>\$752.58</u>
Total Equity	<u>\$102,674.42</u>

Narembeen Community Resource Centre

Unit 2

19 Churchill Street
Narembeen 6369

Profit & Loss Statement

July 2016 through June 2017

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Income

Grants and Funding

Service Contract Funding

DRD Govt & Community Info	\$42,544.78
DRD Economic & Business Dev	\$42,544.78
DRD Hot Office Service	\$7,152.22
DRD Social Development	\$14,030.64
ATO	\$1,572.72
Dept Human Services	\$4,775.02
Total Service Contract Funding	<u>\$112,620.16</u>

Project/Event Funding

Other Grants	\$6,153.64
Ladies Long Lunch	\$3,336.37
Kids in Cars	\$909.05
Seniors Week	\$181.82
Total Project/Event Funding	<u>\$10,580.88</u>

Merchandise Sales

Souvenirs	\$7,441.98
Directory Sales	\$1,323.89
Customer Merchandise	\$10,921.93
Total Merchandise Sales	<u>\$19,687.80</u>

Total Grants and Funding

\$142,888.84

Operational Income

Memberships Income

Membership	\$4,249.12
Total Memberships Income	<u>\$4,249.12</u>

Project Income

Country Arts WA Shows	\$2,095.47
Apex Park Business Promotion	\$150.00
Community Markets	\$3,010.62
Networking Events	\$240.93
Triathlon	\$805.00
Total Project Income	<u>\$6,302.02</u>

Community Gym Income

Gym Membership	-\$120.00
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Service Income

Credit Card Charges	\$62.93
Calendar Sales	\$2,772.73
Community Directory Advertsng	\$3,349.91
Printing/Photocopying	\$6,443.16
Photo Editing	\$10.00
Fax Service	\$300.08
Internet/Computer	\$832.17
Room Hire/Hot Office	\$2,011.80
Customer Postage	\$120.02
Binding	\$239.96
Staff Assistance	\$1,142.01
Desktop Publishing	\$4,206.55
Laminating	\$708.06
Equipment Hire	\$245.00
Media Conversion	\$824.08
Photo Lab	\$243.72
Large Format Printing	\$3,905.34
Video Conferencing	\$26.14
Miscellaneous	\$1,006.40
Exam Supervision	\$331.31
Donations	\$342.40
Photography Competition	\$116.36
Interest Income	\$2,973.17
Total Service Income	<u>\$32,213.30</u>

Narembeen Community Resource Centre

Profit & Loss Statement

July 2016 through June 2017

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Workshop Income		
Adult Workshops	\$48,831.08	
Seniors Movie Days	\$81.67	
Children's Workshops	\$427.29	
Total Workshop Income	\$49,340.04	
Total Operational Income	<u>\$91,984.48</u>	
Total Income		<u>\$234,873.32</u>
Cost of Sales		
Gross Profit		<u>\$234,873.32</u>
Expenses		
Grant and Funding Expenses		
Operational Expenses		
ICT Support & Development	\$4,570.00	
Traineeship	\$667.10	
Total Operational Expenses	<u>\$5,237.10</u>	
Capital Funding Purchases		
Equipment Purchase	\$1,560.86	
Fixtures & Fittings	\$154.55	
Project/Event Expenses		
Other Grant Costs	\$2,202.27	
Community Markets	\$305.96	
Ladies Long Lunch	\$2,027.28	
Networking Events	\$135.36	
Xmas St Party	\$666.74	
Country Arts WA Shows	\$4,030.91	
Kids in Cars	\$1,650.00	
Funky Postcard competition	\$308.14	
Community Governance	\$4,536.50	
Triathlon	\$1,428.64	
Total Project/Event Expenses	<u>\$17,291.80</u>	
Merchandise Purchases		
Souvenir Purchases	\$5,820.00	
Directory Purchases	\$1,402.00	
Customer Merch Purchases	\$7,903.54	
Canvas Frames	\$980.91	
Total Merchandise Purchases	<u>\$16,106.45</u>	
Total Grant and Funding Expenses		<u>\$40,350.76</u>
Operational Expenses		
Photocopying & Printing Costs	\$4,618.00	
Media Conversion	\$123.43	
Laminating Costs	\$246.32	
Workshop Expenses		
Adult Workshops	\$37,276.05	
Children's Workshops	\$248.49	
Seniors Movie Day	\$68.53	
Total Workshop Expenses	<u>\$37,593.07</u>	
Administrative Expenses		
Advertising	\$60.16	
Bank Charges	\$1,534.70	
Consultant Fees	\$118.18	
Electricity	\$3,970.78	
Postage	\$593.27	
Stationery	\$1,345.87	
Internet Costs	\$1,612.12	
Telephone/Fax	\$3,475.42	
Amenities	\$351.81	
Newspapers	\$10.63	
Licences	\$81.72	
Donations	\$136.35	
Memberships	\$1,890.45	

Narembeen Community Resource Centre

Profit & Loss Statement

July 2016 through June 2017

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Total Administrative Expenses	<u>\$15,324.22</u>
Staff Expenses	
Wages & Salaries	\$117,607.48
Superannuation	\$15,690.98
Staff Uniforms	\$1,028.48
Total Staff Expenses	<u>\$134,326.94</u>
Inactive Accounts	
Calendar Purchases	\$1,538.00
Regional Price Index Costs	
Total Operational Expenses	<u>\$193,769.98</u>
Total Expenses	<u><u>\$234,120.74</u></u>
Net Profit/(Loss)	<u><u>\$752.58</u></u>

9.0 Councillor's Reports – including other Councillor business

Cr R Cole

Cr R DeLuis

Cr W Cowan

Cr S Padfield

Cr K Mortimore

Cr B Thomas

Cr A Hardham

Cr Parsons

10.0 Urgent business as permitted by Council

11.0 Date, time & place of next meeting

Wednesday 16th August 2017 at Narembeen Shire Council Chambers.

12.0 Closure

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