



SHIRE OF NAREMBEEN

Agenda for the 638th Ordinary Council Meeting 21st March 2018

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



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

COUNCIL CALENDAR		
Date	Time	Meeting
21 st March 2018	2.30pm	Ordinary Meeting of Council
18 th April 2018	2.30pm	Ordinary Meeting of Council
16 th May 2018	2.30pm	Ordinary Meeting of Council

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

MEETING GUESTS
Nil

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NOTICE OF MEETING

To the President & Councillors,

In accordance with the provisions of Section 5.5 of the Local Government Act, you are hereby notified that the 638th Ordinary Meeting of Council has been convened for:

Date: Wednesday 21st March 2018
At: Shire of Narembeen Council Chambers
1 Longhurst Street, Narembeen
Commencing: 2.30pm

Bonnie Cole
Acting Chief Executive Officer
Date: 14th March 2018

DISCLAIMER

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

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



DECLARATION OF INTEREST FORM

TO: CHIEF EXECUTIVE OFFICER

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

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

FINANCIAL INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

CLOSELY ASSOCIATED PERSON AND IMPARTIALITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

PROXIMITY INTEREST

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

SIGNATURE: _____ DATE: _____

NOTES:

1. For the purposes of the financial interest provisions you will be treated as having a financial interest in a matter if either you, or a person with whom you are closely associated, have a direct or indirect financial interest or a proximity interest in the matter.
NB: It is important to note that under the Act you are deemed to have a financial interest in a matter if a person with whom 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 21st March 2018, 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 February 2018.

RECOMMENDATION:

That the Minutes of the Meeting of the Shire of Narembeen held Wednesday 21st February 2018 be confirmed as a true and accurate record of the proceedings.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

That the minutes of the meeting of the Shire of Narembeen held Wednesday 21st February 2018 be confirmed as a true and accurate record of the proceedings.

CARRIED /

SHIRE OF NAREMBEEN - STATUS REPORT
For March 2018 Council Meeting

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6134/16	17-Feb-16	ADM535	Kondinin and Cramphorne Roads land acquisitions	Road Widening's/Land Resumption: 1. That Council make an offer of \$1,250 per hectare in exchange for the resumption of land into the Kondinin Naremben 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. Cramphorne Rd - proceeding to settlement. Kondinin Rd - Paul Kraft completing drafting of plans.	Ongoing	CEO
6275/16	21-Sep-16	ADM541	Repeal By Laws and Review of Local Law	That Council commence the 8 year Local Law Review process in accordance with Section 3.16 of the Local Government Act 1995 and authorise the Chief Executive Officer to give public notice as required.	Revised Local Laws to be prepared.	Ongoing	CEO
6339/16	21-Dec-16	ADM461	Directional Signage - Chr Longhurst St & Latham Road	That Council approve the concept for new signage and request the staff investigate the location options before proceeding. Reason for Change: Council want to ensure the signs are placed in the best possible location which may not be all at the intersection of Latham Road and Longhurst Street.	On hold pending funding.	On hold	CEO/CED
6356/17	15-Feb-17	ADM591	Grain Discovery Centre & Roadhouse Lease	Item to lay on the table until March Meeting. REASON FOR CHANGE: The draft lease agreement had a number of changes required on it.	Lease Agreement to be progressed, no sale at this stage.	Ongoing	CEO
6387/17	15-Mar-17	ADM8	Secondary Freight Route Project	That Council:- 1. Supports up to Phase 5 of the Secondary Freight Route Project ("Project") with Regional Development Australia (Wheatbelt) seeking funding through the Federal Governments 'Building Better Regions Fund'. 2. Support the required co-contributions for the Project to originate from MRWA allocations to the Wheatbelt South and Wheatbelt North Regional Road Groups or any other funding source. 3. Should the allocation referred to in 2. above not be forthcoming, Council consider an allocation in the Shire of Naremben'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 advice to issue a notice pursuant to section 26 of the Uncollected Goods Act to Paul Jones directing that he remove the goods and aircraft left by the deceased Walter Jones at the hangar at the Naremben 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 Naremben 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, Naremben. 4. Lodge caveats on 5 Doreen Street Naremben and Lot 2 Latham Road Naremben 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

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6441/17	21-Jun-17		Naremben Recreation Centre	Staff engage a qualified consultant to examine the use of the gas in the Naremben Recreation Centre and provide a full report back to Council.	Quotes to be provided for a solar system and the integration of current gas system shortly.	Ongoing	CEO
6459/17	19-Jul-17	ADM467	Lease of Crown Land – Avon Location 21952, Reserve 18080 Naremben Airfield	That Council instruct the CEO to investigate a new lease that deals with issues such as rent, area of space used and utility charges, as well as other matters that may arise.	ACEO drafting new lease for DNA Aviation.	Ongoing	CEO
6461/17	19-Jul-17	ADM616	Water Corporation Waterwise Council Program	That Council enters into a Memorandum of Understanding with the Water Corporation and the Department of Water to become a Waterwise Council.	Signed MOU received. Staff to formulate Shire of Naremben Waterwise Action Plan.	Ongoing	CEO
6471/17	19-Jul-17	NA	Future Project - Combined Turf Field	Council create a working group and instruct staff to commence a feasibility study on a combined tennis, hockey synthetic surface. Cr. Thomas, Cr. Cole, Cr. Padfield and Cr. DeLuis plus members of the clubs be part of the Working Committee.	First meeting held. Quote received from Sports Surfaces. Staff in the process of obtaining further quotes.	Ongoing	CEO
6501/17	20-Sep-17	ADM466	Curral Street - Streetscape Plan	That Council:- 1. Instruct staff to obtain quotes to address the works required to trees in Curral Street as per the Tree Survey Report undertaken by Paperbark Technologies Pty Ltd in June 2017. 2. Instruct staff to obtain quotes to engage a Townscape Planner to assist with providing advice on moving the project forward to address the Curral Street Veige Plan and entry statement into town from Merredin.	Not included in Feb 2018 Budget Review. Tree pruning and removal has taken place on Curral Street - October 2017.	On Hold	CEO
6516/16	18-Oct-17	ADM165	Waste Collection & Disposal Contract	That Council:- 1. Endorse the actions of the RoeROC CEO's in review of the current Waste Collection and Disposal Contract. 2. Enter into discussions with the Naremben Lions Club regarding the glass and paper recycling work undertaken by the club and if changes to the current arrangements should be made.	Discussion held with Lions Club. Letter written to the Lions Club requesting their position on the matter - no response at this stage.	Work in progress	CEO
6555/17	20-Dec-17	ADM162	Waste Management 2018 Contract Renewal RoeROC	That Council:- 1. Note the information, direction and timeframes provided in the Report. 2. Note that the process to ensure the continuation of a quality rubbish removal service at the most cost competitive rate will now commence with: (i) The Chief Executive Officer (CEO) from the Shire of Naremben, on behalf of the RoeROC Council's will prepare a Request for Quotation (RFQ) with WALGA's 'eQuotes' and circulate the draft RFQ to the RoeROC CEO's for comment prior to calling for the RFQ via 'eQuotes' in January 2018; (ii) Correspondence to Avon Waste (as per contract) will be provided confirming: a) the contract with Avon Waste ends on 30 June 2018; b) advice of the anticipated contract renewal process commences with the calling of 'eQuotes' in January 2018; and c) an invitation to Avon Waste to submit tender/quote through 'eQuotes'.	RFQ being prepared.	Ongoing	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6562/17	20-Dec-17	ADM627	Central Churchill Street Project	That the item lay on the table pending further advice from the CEO & Acting EMCS on other options for the area. REASON FOR CHANGE: Council were undecided on the works for the Central Churchill Street Project and would like the CEO & Acting EMCS to present options at the February 2018 meeting.	Draft sketch presented to Council at Feb 18 meeting. Quotes included in BS Report for March meeting.	Ongoing	CEO/CEDO
6563/17	20-Dec-17	ADM628	Replacement of Lake Walker Seating	That Council:- 1. Consider the replacement of the 3 wooden bench seats with aluminium plank bench seats (with a back). 2. Narembreen Engineering be engaged to undertake the works pending acceptance of the project in the February budget review. 3. That the costs associated with this project be referred to the February 2018 Budget Review.	Seating has been ordered through Narembreen Engineering.	Ongoing	CEO/CEDO
6566/17	20-Dec-17	ADM657	Narembreen Lesser Hall Precinct Project – Stage 2	That Council:- 1. Approves the Interpretation Plan Fee Proposal provided by Stephen Carrick Architects and Zebra Creative as presented. 2. Approves the increase of the budget allowance of \$100,000 to \$119,140.	Consultants visiting Narembreen on 20th March 2018, update to be provided at March Council meeting.	Ongoing	CEO
6570/17	20-Dec-17			That Council write to the Minister of Education & Training, the Hon Sue Ellery regarding the funding cuts that have forced the closure of State Schools of the Air and Camp School Sites.	Letter sent 26/02/18.	Completed	CEO
6578/18	21-Feb-18	ADM044	Animals, Environment and Nuisance Amendment Local Law 2018	That Council resolves:- I. To approve the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 for advertising as presented in ATTACHMENT 2; 2. To give Statewide and local public notice and stating that: I. The Shire of Narembreen proposes to make the Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018; II. The purpose of the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the Shire of Narembreen; and III. The effect of the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 is to establish the requirements with which any person keeping animals, or undertaking activities that have the potential to impact the environment or create nuisance must comply. 3. To have copies of the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 made publicly available for inspection or to be obtained at any place specified in the Notice as required by Law; 4. To invite public submissions about the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 to be addressed to the Chief Executive Officer of the Shire of Narembreen before the close of business on the 27 April 2018 for consideration; 5. To provide a copy of the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 and Notice to the Hon. Minister for Local Government and the Chief Health Officer; and 6. To direct the Chief Executive Officer to prepare and execute the requirements of these resolutions and to prepare a report to Council detailing submissions from the community and the relevant government departments recommending any required or invited changes to the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 at the first most practicable Ordinary or Special Meeting of Council following the conclusion of the public advertising period.	Advertising commenced.	Ongoing	CEO/EHO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6581/18	21-Feb-18	ADM061	Donation Young Ladies Long Lunch	That the proposal for the Young Ladies Long Lunch as presented is supported by the Shire of Naremben and that the Shire of Naremben will waive the hire fees of the Naremben Town Hall as well as providing a sponsorship sum of \$500 towards the event. The financial support is to be included in the development of the 2018/19 annual budget.	Letter sent to Craig Gmeiner 28/2/18.	Completed	CEO
6582/18	21-Feb-18	ADM500	Naremben Townsite Project	That Council:- 1. Instruct Civic Legal to advise Arc Infrastructure (formally Brookfield Rail) that there are no pending, possible or actual claims on the Shire of Naremben. 2. Approve entering into a Licence to Use and Occupy Corridor Land Agreement with Arc Infrastructure (formally Brookfield Rail) as per the attached Licence Agreement on the proviso that Sections 19.1(2) and 19.1(3) are clarified to meet the legal obligations of all parties. 3. Approve the Schedule of Contract Departures as attached for variations to the Licence to Use and Occupy Corridor Land as above. 4. Authorise the Shire President and the Chief Executive Officer to affix the Common Seal and sign the updated Licence Agreement document. 5. Authorise the Chief Executive Officer to commence the required actions under the Licence Agreement and to commence work on construction of the final stage of the Naremben Townsite Project prior to the 30 June 2018.	CEO email Civic Legal requesting they renegotiate regarding section 19.1(2) & 19.1(3) of the lease agreement		CEO
6586/18	21-Feb-18	ADM505	Naremben Community Precinct Project Tender 01/2018	That Council:- 1. Appoint BGC Construction as the preferred contractor for the Design, Construction, Alterations & Additions to the Naremben Community Precinct Project RFT 01/2018. 2. Commence discussions with BGC Construction, with a view to entering into a contract for the Naremben Community Precinct Project RFT01/2018 subject to minor variations to the contract being considered and agreed to by both parties.	Staff met with BGC on 6/3/18. Some alterations to the plans were made, staff liaising with BGC on final plans.	Ongoing	CEO
6588/18	21-Feb-18	ADM129	Compliance Audit Return 2017	That Council:- 1. Note the comments of the Audit Committee; 2. Approve the 2017 Compliance Audit Return; 3. Endorse the return for submission to the Department of Local Government, Sport and Cultural Industries.	Signed and Submitted via Smarthub.	Completed	CEO
6589/18	21-Feb-18	NA	March Council Meeting	That the March Ordinary Meeting of Council on Wednesday 21st March 2018 be held at the Mt Walker Sports Club, subject to it being agreeable by them.	EMCS emailed Mt Walker Club President. CEO to arrange specifics with Karen. To be advertised.	Completed	CEO
6591/18	21-Feb-18	ADM022 / Delegations Register	CEO Delegations Register Review	In accordance with Section 5.42 of the Local Government Act 1995 (as amended) and Section 48 of the Bush Fires Act 1954 (as amended), the attached CEO Register of Delegations be authorised by the Council to the Chief Executive Officer.	Delegation Register Updated	Completed	CEO
6592/18	21-Feb-18	ADM541	Employee Study Policy	That the item lay on the table pending further research on the Policy. REASON FOR CHANGE: Council felt further research was required to ascertain re-payment of fees if a staff member resigns shortly after completing a course.	To be re-presented to March 2018 meeting	Ongoing	EMCS
6592/18	21-Feb-18	ADM156	Credit Card Surcharge	That Council:- 1. Remove the 1.5% credit card surcharge from Council's Fees and Charges; 2. Advertise the change in fees and charges as per Section 6.19 of the Local Government Act 1995, in the Fence Post and on local notice boards. 3. Instruct staff to have this effective immediately.	Advertised. Staff informed.	Completed	CEO

Minute No.	Minute Date	File No	Subject	Minute Item	Comments	Status	Staff Member Allocation
6593/18	21-Feb-18	ADM541	Bushfire Control Policy Amendment	That Council approve the amendment to the Bushfire Control Policy 5.1.15 to include non-cereal header windrows be included in the permits issued from the 1st February annually.	Advertised. Policy Manual Updated	Completed	CEO

8.0 REPORTS

8.1 Works Manager

AGENDA ITEM: 8.1.1 - Work's Manager's Report - March 2018

Subject:	Works Manager's Report - March 2018
Applicant:	Arthur Cousins
File Ref:	NA
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Arthur Cousins, Works Manager
Date:	13 th March 2018
Attachments:	Nil

SUMMARY

Monthly report 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

Bruce Rock/Narembeen Rd

Complete culverts, end walls, and signage.

Cramphorne Rd

Lime stabilise the base to 250mm, gravel carting another 250mm of gravel and cement stabilise. Water binding and sealing to take place on the 21st March 2018.

Emergency Services Facility

Boxing out and gravel placement around building, grading and compaction.

Mt Walker South Rd

Install 3 x 600mm x 9.6 culvert pipes in flood way. Complete end walls, floors and rock pitching. Cover with gravel compact and level.

Emu Hill East Rd

Remove excess sand from floodway near E Bormolinis.

Private Works

Private works have been undertaken to the value of \$1506.00

CONSULTATION

Nil

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per budget requirements or as reported above.

POLICY IMPLICATIONS

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

STRATEGIC PLAN REFERENCE

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

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

1.2 We have a long term local gravel sourcing strategy.

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

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

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

CARRIED /

8.2 Building Supervisor

AGENDA ITEM: 8.2.1 - Building Supervisor's Report - March 2018

Subject:	Building Supervisors Report – March 2018
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Council):	Nil
Author:	Klint Stone, Building Supervisor
Date:	14 th March 2018
Attachments:	Quote – Churchill Street Precinct (Apex Shed)

SUMMARY

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

BACKGROUND

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

COMMENT

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

Community Precinct Project

Staff have been working on the plans to make the extension a more feasible and cohesive working space. BGC have been appointed as the Builder and they are currently working on the changes to the working drawings. Once these are finalised we can move into the first stage of construction.

Commercial and Residential Properties

Commercial and Residential property inspections are taking place to ensure maintenance requirements are allocated for the next 12 months.

Churchill Street Precinct (Apex Shed Area)

As requested at the February 2018 Council meeting, I have obtained pricing for this area which is attached for Council's perusal. The transformation will ensure the area is usable and enjoyable for the public.

Emergency Services Facility

The Emergency Services Facility final inspection is complete. Once the surrounding roads and carparks are complete the installation of paving, landscaping and fencing will commence.

CONSULTATION

Acting Chief Executive Officer
Community & Economic Development Officer

STATUTORY IMPLICATIONS

Compliance with the Residential Tenancies Act and Commercial Tenancies Act.

FINANCIAL IMPLICATIONS

As per the 17/18 Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

COST PROPOSAL
CHURCHILL STREET COMMUNITY PRECINCT AREA
(APEX CAKE STALL SHED)

Further to Council's request, I provide the following quotation for the Churchill Street Community Precinct:-

Demolition – pergola, apex shed	\$2,500
Flooring - concrete and synthetic lawn	\$13,000
Screening (between carpark new patio structure)	\$7,000
3 x skillion roof patios	\$15,000
Electrical and Plumbing	\$2,000
Total	\$39,500

Example of Skillion Shelter



Example of Screening



8.3 Acting Chief Executive Officer

AGENDA ITEM: 8.3.1 – Acting Chief Executive Officer Report

Subject:	Acting Chief Executive Officer Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	14 th March 2018
Attachments:	Letter from Narembeen Netball Club; Letter from Narembeen Hockey Club

SUMMARY

Council are to consider the report from the Acting Chief Executive Officer 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

Cemetery Redevelopment

Sheree Thomas and I had two meetings with Consultants interested in the Cemetery Redevelopment project on the 26th February 2018. Sheree also met with another Consultant on Wednesday 28th February 2018. Three proposals have been received from these Consultants to undertake a Scoping Study of the Cemetery to identify improvement and development opportunities. A meeting of the Cemetery Working Group Committee is scheduled for Monday 26th March 2018.

Staff

Following the departure of Ashlyn Savin, applications were sought for a new Administration Officer. I am pleased to announce that Vanessa Wittstock has been appointed to this role and will commence on Monday 26th March 2018.

We were in the fortunate position to be able to offer Vanessa's Resource Centre position to an applicant who applied for the Shire position. Miss Kristie Lee will commence as a trainee at the Narembeen Community Resource Centre on Thursday 15th March 2018.

Airport Lease

I have recently spoken with Dennis Repacholi who is to take over the lease of a portion of the Airport. I have commenced a review of the lease and am in the process of finalising a first draft to send to Mr Repacholi for his comment.

Strategic Resource Plan

On Friday 9th March 2018, while at FBT training in Perth, I was given a hard copy of our Draft Strategic Resource Plan. Council engaged Moore Stephens to undertake this project in October 2017. This Plan comprises of the Asset Management Plan and the Long Term Financial Plan. Staff will review this plan and I hope to have it to Council for adoption at the April 2018 meeting.

Interim Audit and Financial Management Review

Council's auditors, Moore Stephens are scheduled to attend the Shire of Narembeen from the 26th to 28th March 2018 to undertake the annual interim audit. Staff have also engaged Moore Stephens to undertake its Financial Management Review at the same time. The FMR is required to be undertaken no less than once every four years. This was last performed in mid-2014.

Narembeen Netball Club Request

The netball club are requesting permission to have a playground erected at the Netball Courts. The Club is looking to fund much of the project itself. They are looking to stage the project and while a small playground is the ultimate aim, it is requested that an area be fenced off when the fencing is replaced. Depending on the cost, the Club may be in a position to make a contribution towards this.

Narembeen Hockey Club

The attached letter was received from the President of the Hockey Club on 14th March 2018. The Hockey Club has been gifted the shed from the old bowling greens and they are requesting permission from the Shire of Narembeen to have the shed relocated to the Recreation Centre, near Dale Crescent. The relocation will be at no cost to Council. The shed is a significant size at 9.1 metres by 6.2 metres and they also intend to add a 3 metre lean-to on the southern side to act as a shelter for spectators and young families on training and game days.

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 2017 – 2027

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council receive the Acting Chief Executive Officer's Report for March 2018 and endorse the associated actions.

COUNCIL RESOLUTION

MIN

MOTION – Moved: Cr.

2nd: Cr.

CARRIED /



PRESIDENT: HOLLY CUSACK 0429 611 003
V.PRESIDENT: BRIT DUNCAN 0417 612 045
SECRETARY: RHIANNON DELUIS 0458 602 575
TREASURER: EMILY JONES 0433 389 803



01.03.2018

Mr Chris Jackson
CEO – Shire of Narembeen
1 Longhurst Street
Narembeen WA 6369

Dear Chris,

As you are likely aware the Narembeen Netball Club wishes to create a small playground area within the netball courts. I believe we have sought your approval for this in the past. The fact that the recreation center playground is some distance through a car park from the netball club, as well as the facility being on a main road discourages some mums from wanting to play netball due to fears that their small children would not be able to play in a safe area.

It was discussed at our preseason meeting that we would not have the funds in our budget to complete such a project in one year and instead we would like to do it in stages. Our initial plan would be to fence the area and put sand in it, so although there would be an absence of equipment it would still give children a secure gated area to play in, perhaps with their own toys from home in the interim. Pending further fundraising and/or grant approval we would then like to place a small play structure in the area later down the track.

As a new fence is to be constructed in the near future after our shed upgrade is complete we were wondering if it was possible to perhaps fence the area designated for the playground at the same time in the same type of fencing? Depending on cost of the additional project the Narembeen Netball Club would be in a position to financially contribute to this.

I can be contacted on the phone number above, or by email narembeenetballclub@gmail.com to discuss this.

Kind Regards,

Rhiannon DeLuis
Secretary

SHIRE OF NAREMBEEN			
RECEIVED:			
President:		CEO:	<input checked="" type="checkbox"/>
EMCS:		WM:	
EHO:		SFO:	
CRC:		Other:	
Filing:	AOM 563		



Narembeen Hockey Club
PO Box 153,
Narembeen 6369
naremhockey@yahoo.com.au

Chris Jackson
CEO
Shire OF Narembeen
Longhurst St
Narembeen WA 6369

Dear Chris,

The Narembeen Hockey Club has for some time had an issue with lack of storage space for their equipment. Last year the small 2.5 x 2.5 hockey shed located near the tennis courts was flooded, causing damage to much of the equipment in storage. Recently the Narembeen Club Inc has gifted the shed from the old bowling greens to the Hockey Club on the provision that the hockey club removes the shed at no cost to the Recreation Club.

We have volunteers from the hockey club who have the skills and the equipment to do this, and the Club expects to have this completed before the end of April 2018.

The size of the new shed is 9.1m x 6.2m x 2.75m (eave height) and 3.3m apex height. (See attached photo's). The shed is in very good condition apart from the tin being faded. We are more than happy to paint the shed (to council colour requirement) to blend in with the proposed location and be aesthetically pleasing to local residents.

We are hoping to add a lean-to structure to the 9.2m side wall. This will provide shelter to spectators and family's with young children during training and on game days.

We also intend to have a concrete floor laid as soon as the shed has been erected. And hope to be able to power the shed from current supply to the lighting towers just to the east of the proposed location.

The project will be fully funded by the hockey club and we are not seeking financial support from the council.

I have attached a map of the proposed location, layout and photo's of the existing structure for your reference.

Kind Regards

Jeremy Padfield,

President Narembeen Hockey Club

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



- * 5m gap from tennis court fence to western wall.
- * Distance from fence takes into account extension of tennis courts to facilitate hockey pitch









AGENDA ITEM: 8.3.2 - Wadderin Wildlife Reserve & Sanctuary

Subject:	Waddderin Wildlife Reserve & Sanctuary
Applicant:	Brian Cusack (President)
File Ref:	ADM552
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Acting Chief Executive Officer
Date:	12 March 2018
Attachments:	Nil

SUMMARY

Council to deliberate over a request to give financial assistance to the Wadderin Wildlife Reserve & Sanctuary to cover their insurance costs.

BACKGROUND

In December 2017 Council received an email from Brian Cusack, President of the Wadderin Wildlife Reserve & Sanctuary Committee advising that they had received a grant to continue their work and that one of the requirements of the funding is to have volunteer insurance and public liability insurance. It was requested that that Chris confirm that they are covered under Council's insurance policies.

Upon seeking clarification from Council's Insurers, staff were advised that as the group is incorporated, independent of Council and not a committee of Council, they are not covered by Council's Public Liability Insurance or Volunteers insurance.

COMMENT

After being advised of this, the following email was received from the Wadderin Committee on 21st February 2018:-

Hi Chris,

Further to our discussion late last year in relation to the Wadderin committee carrying their own insurance, and due to our inability to raise significant funds, would it be possible for Council to offer some assistance in this regard? We do receive a small number of donations on occasions, however, they don't come close to being sufficient to cover the cost of insurance.

The committee is looking into the possibility of applying for a grant to purchase a "safari – style" vehicle that will make it possible to cater for groups of ten individuals to visit the Reserve at any one time in the same vehicle with the intention of ramping up the tourist potential of the area. When this happens we should be able to charge enough to cover our own fuel and maintenance expenses and insurance costs.

This will be the final stage of our initial four stage plan to develop Wadderin, ie:

- 1. Erect the fence;*
- 2. Eradicate feral animals;*
- 3. Introduce threatened and endangered species; and,*
- 4. Investigate its tourist potential.*

We are very appreciative of the support and encouragement we have received from Council in the past and look forward to the future when Wadderin is vested in the Shire.

*Kind regards
Brian Cusack (President)*

Mr Cusack is requesting \$1,323.30 to reimburse Dr Jeff Short for the annual insurance costs he has paid on behalf of the committee. The Wadderin Wildlife Reserve & Sanctuary has much potential to become a great tourist attraction for the Narembreen community.

CONSULTATION

Chief Executive Officer
Local Government Insurance Services
Wadderin Wildlife Sanctuary

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$1,323.30 to Wadderin Wildlife Reserve Inc. GL 1481162 for 2017/2018 Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Shire of Narembreen Strategic Community Plan 2017 – 2027

Goal 3: We contribute to a healthy community.

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council authorise the payment of \$1,323.30 to the Wadderin Wildlife Reserve & Sactuary for insurance and instruct staff to investigate annual contributions to Wadderin Wildlife Reserve & Sanctuary for future budgets.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM: 8.3.3 - Employee Study Policy

Subject:	Employee Study Policy
Applicant:	Shire of Narembeen
File Ref:	ADM541
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Executive Manager Corporate Services
Date:	26 February 2018
Attachments:	Draft Policy 4.3.28 Employee Study Policy

SUMMARY

Council to consider the addition of a policy relating to employee study.

BACKGROUND

At its February 2017 Ordinary Meeting, Council adopted the revised Policy Manual for the Shire of Narembeen. From time to time these policies are reviewed individually due to changes in legislation and/or operations within the Shire of Narembeen.

The new Employee Policy was laid on the table at the February 2018 meeting of Council, so staff could include additional conditions relating to requirements for repayment.

COMMENT

Professional Development within any organisation is an integral part of staff retention. By assisting staff with personal and professional development through accredited training, the Shire of Narembeen may be able to both improve the abilities of its staff and encourage recruitment and retention.

Structures and guidelines have been included within the policy to ensure the best outcome for both staff and the Shire, including but not limited to:

- Repayment of fees in the event of staff leaving, or failing the course/unit.
- Study leave allowances, varying dependant on the study being undertaken.

Staff presented this policy to Council's February 2018 Council meeting, at which time Council instructed staff to re-present the policy with conditions relating to the repayment of costs in the event that a staff member leaves Council employment soon after completion of study. Below is an extract of the policy relating this this condition.

It is also a condition of approval that should the employee cease employment with the Shire of Narembeen within six months of completing the unit then all costs paid by the Shire in relation to that unit will be required to be reimbursed in full. Should the employee cease employment within 12 months, then 50% of the costs will be required to be refunded.

CONSULTATION

Chief Executive Officer
Executive Manager Corporate Services

STATUTORY IMPLICATIONS

Local Government Act 1995

2.7. Role of council

- (1) The council —
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
 - (a) oversee the allocation of the local government's finances and resources;
and
 - (b) determine the local government's policies.

[Section 2.7 amended by No. 17 of 2009 s. 4.]

FINANCIAL IMPLICATIONS

The implementation of this policy will be absorbed in the training budget for staff. There will not be a requirement to adjust the budget at this time.

POLICY IMPLICATIONS

This is a new policy.

STRATEGIC PLAN REFERENCE

Shire of Narembeen Corporate Business Plan

9.1.5 Develop and maintain Human Resource Management policies, guidelines and practices to ensure staff are adequately resourced, trained, supported and valued in the delivery of high quality responsive services to the community.

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council adopt Policy 4.3.28 – Employee Study Policy to be effective from 1 July 2018.

COUNCIL RESOLUTION

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

CARRIED /



POLICY SECTION: Employee matters
POLICY NUMBER: 4.3.28
POLICY TITLE: EMPLOYEE STUDY POLICY

POLICY

The Shire of Narembeen encourages all employees to pursue accredited qualifications which are relevant to their current position in order to facilitate both personal and professional development.

OBJECTIVES

Employees across the Shire of Narembeen increase their personal and professional development through pursuing formal qualifications.

SCOPE

This policy applies to all employees who work for the Shire of Narembeen.

PRINCIPLES

In order to obtain Shire support financially and in respect to the entitlement of study leave, the intended course should be directly related to the employee's current role within the organisation as agreed to by the appropriate manager and the Chief Executive Officer.

Support of study allowances shall only be approved in the event that the proposed training is conducted by a Nationally Accredited Organisation.

Payment of Fees Associated with Professional/Vocational Qualifications

Subject to authorisation by the Chief Executive Officer, the upfront fees for relevant qualifications and resources (ie: textbooks/work books) will be met by the employer.

Any approvals provided may be subject to conditions as discussed and agreed to by both the line manager and relevant employee. Any approval will include the condition that employees undertaking study paid for by the Shire will be invoiced any incurred costs associated with incomplete studies on the occasion that they:

- a) Cease employment with the Shire prior to completing the unit(s);
- b) Fail to complete the approved study within the time as agreed; or
- c) Are required to reenrol due to failing a unit/course.

It is also a condition of approval that should the employee cease employment with the Shire of Narembeen within six months of completing the unit then all costs paid by the Shire in relation to that unit will be required to be reimbursed in full. Should the employee cease employment within 12 months, then 50% of the costs will be required to be refunded.

Additional fees that will not be reimbursed include:

- Vehicle expenses which may have been incurred for the purposed of study; and
- Internet and phone expenses related to study.

Textbooks and Educational Resources

Textbooks and educational resources obtained throughout an enrolled course will be paid for by the Shire of Narembeen (except on the occasion that they require to be replaced due to personal negligence). Upon completing this course, all textbooks and educational resources will then become personal property of the individual to support ongoing personal and professional development.

Study Leave

It is the Policy of the Shire to encourage staff to undertake external courses of study relevant to their position. If it is necessary for staff to have time off to attend classes and/or examinations they may do so, provided the study is considered of benefit to the staff member in their career. Approval for such absence must be obtained from their relevant line manager, guidelines for such absences are provided for below:

- 2 hours per week – Certificate/Diploma Level Qualification
- 5 hours per week – University Level Qualifications
- Exam Leave – As required and should cover time needed to travel to and from exam as well as time needed to sit the period of the entire examination.

It is a requirement that any study leave provided by the Shire will be at least matched by the employee in their personal time.

Adjustments to the provided guidelines can be made as long as the appropriate justification is provided for in writing and approved by the line manager and Chief Executive Officer.

Any unused weekly study allocation cannot be accumulated and any study leave entitlements may be waived from time to time under extreme workload conditions under the authority of the studying employee's line manager.

Reporting of Results

An employee undertaking study paid for by the Shire is required to report their results to their line manager upon receipt of grades/scores.

Review of Study/Training Needs

Managers and supervisors are responsible to ensure that all staff have their study/training needs reviewed at both the completion of their probation period and at their annual performance appraisal.

GUIDELINES

Shire of Narembeen Corporate Business Plan

9.1.5 Develop and maintain Human Resource Management policies, guidelines and practices to ensure staff are adequately resourced, trained, supported and valued in the delivery of high quality responsive services to the community.

POLICY REQUIREMENTS

This policy is to take effect from 1 July 2018.

REVIEW

Chief Executive Officer to review in accordance with Statutory Requirements.

DELEGATED AUTHORITY

Chief Executive Officer and the CEO's nominated Delegates.

HISTORY

Adopted: xx/xx/xxxx

MIN: xxxx/xx

DRAFT

AGENDA ITEM: 8.3.4 - Request to Purchase Crown Land

Subject:	Request to Purchase Crown Land
Applicant:	Mr David Smoker
File Ref:	ADM584
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole, Acting Chief Executive Officer
Date:	13 th March 2018
Attachments:	Letter received from D Smoker, Letter from the Mt Arrowsmith Tennis Club, Council reply to Mt Arrowsmith Tennis Club

SUMMARY

Council to consider the private purchase of Mount Arrowsmith Reserve.

BACKGROUND

Following its last event in March 2017, the Mount Arrowsmith Tennis Club handed full management of Reserve 10608 back to the Shire of Narembeen. At the time, staff investigated the possible options for the area, but concluded that as it was an 'A' Class reserve, for the purpose of Recreation, very little could be done to the area, other than leave it as it was, for recreational purposes.

COMMENT

Council has received the attached correspondence from Mr David Smoker, requesting Council's consent to the sale of Reserve 10608. Research undertaken to date seems to state that this is possible and since the management order is with the Shire of Narembeen, our approval must be given for the sale of the area to proceed.

It is pertinent to note that the land was gifted back to the Shire by the Mount Arrowsmith Tennis Club with the assumption that the facility would remain a community facility that could be rented out for events. To proceed with the sale would prevent this from occurring.

From an asset management perspective, the reduction in Council assets, especially ones so rarely used would be beneficial to our maintenance budget and ongoing costs such as insurance and depreciation.

Given the history of the area, Council is urged to consider the community's feelings toward giving the area up for private use. Most of the area is covered by bush and rock and as such has little commercial value in terms of farming.

For Council's information, I have attached copies of the correspondence received from the Mt Arrowsmith Tennis Club and also the reply sent from Council on 7 November 2016. The letter from the club included a comment *"the club would like to ask that the facility be maintained and offered in some capacity to the community."*

CONSULTATION

Department of Planning, Lands & Heritage
Landgate

STATUTORY IMPLICATIONS

Land Administration Act 1997

74. Minister's powers as to sale of Crown land

- (1) The Minister may sell Crown land and may, without limiting the generality of that power —
 - (a) invite expressions of interest in Crown land; and
 - (b) invite public tenders for the purchase of Crown land; and
 - (c) offer for sale or re-offer for sale Crown land at any time; and
 - (d) withdraw Crown land from offer for sale at any time before acceptance of that offer; and
 - (e) lodge positive covenants or restrictive covenants or memorials concerning the performance of conditions of sale of Crown land; and
 - (f) sell Crown land by public auction, public tender or private treaty; and
 - (g) sell Crown land subject to easements or reservations; and
 - (h) sell Crown land by way of terms contracts requiring instalment payments.
- (2) Subject to this Part, the Minister may in relation to Crown land —
 - (a) determine, and alter at any time before sale, conditions and covenants on title, prices, reserve prices, terms, conditions, interest rates and penalty interest rates; and
 - (b) require a performance bond in respect of any such sale; and
 - (c) select by ballot successful applicants for the purchase of Crown land; and
 - (d) pay a commission to a person acting on behalf of the Minister in the sale of Crown land.
- (3) The Minister is not obliged to disclose any reserve price determined in relation to Crown land under subsection (2).

FINANCIAL IMPLICATIONS

To allow the sale of the crown land, Council would cease responsibility of the building and therefore saving from operations and maintenance.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

Nil

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

For the deliberation of Council.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

23.2.18

To Narembeen Shire Office
Acting CEO



To BONNIE

I David Smoker are seeking and applying for OPPORTUNITY to purchase the Mount Arrowsmith Tennis Club 974 Mount Arrowsmith Rd

As the Land is Crown Land Reserve Under Management order I NEED Approval of the Shire of Narembeen as it is the primary INTEREST Holder.

Im planning to change the old Clubhouse into a private Residence

If I have consent or approval of the Shire could you please put it in writing to help with inquiry of Crown Land

Look forward to hearing from you

Yours Sincerely
David Smoker

Box 126
508 HUNTER RD
Narembeen 6369
Ph 0477958345

Mt Arrowsmith Tennis Club

PO Box 158

Narembeen WA 6369



Dear Mr Jackson,

I am writing to you today to inform you and the Narembeen Shire Council of the decisions made at the recent Mt Arrowsmith Tennis Club Annual General Meeting. At the meeting it was decided that the club would cease operations and 'fold'. The meeting then decided to hand over all assets at the club over to the shire and to hold one final event at the club.

As the club building is still quite usable and there are several other assets within the building I would like to ask the Shire to liaise with Club President Ian Mortimore as how the Shire would desire to take control of them. In this process the club would like to ask that the facility be maintained and offered in some capacity to the community.

The meeting also decided that one final event would be held at the Mt Arrowsmith Tennis Club on Saturday March 25 2017. Although the meeting conceded that this would be significantly after the process of handing over the assets began it is requested that the shire allow the club to run this final event.

I would like to thank you for tabling this letter to the council and also thank all the councilors for taking the time to consider the requests within. I would like to ask you to liaise with President Ian Mortimore to begin the process of handing over the assets and also to discuss the logistics of the final event on March 25 2017.

Yours Sincerely

Craig Gmeiner
Secretary
Mt Arrowsmith Tennis Club
Ph; 90647651
Mob: 0429647651
Email:gmeiner78@hotmail.com

Tennis at Arrowsmith- You're Gonna Love it !



SHIRE OF NAREMBEEN

COPY

ABN 48 322 867 806

1 LONGHURST STREET, NAREMBEEN, W.A.6369

TELEPHONE (08) 9064 7308

FACSIMILE (08) 9064 7037

www.narembeen.wa.gov.au

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

OUR REF: ADM584
YOUR REF:

Mr Ian Mortimore
President
Mt Arrowsmith Tennis Club
PO Box 88
NAREMBEEN WA 6369

Dear Ian,

MT ARROWSMITH TENNIS CLUB

Thank you for your letter in relation to the current status of the Mt Arrowsmith Tennis Club, my apologies the delay in responding.

Your letter was tabled at the October 2016 Ordinary Meeting of Council.

Council resolved as follows:-

That Council:

1. Advise the Mt Arrowsmith Tennis Club that it acknowledges the clubs difficult decision to cease operations and fold.
2. Agree to work with the club on hand over of the assets relating to the facility.
3. Agree that the club hold a final event on Saturday 25 March 2017 in recognition of the Mt Arrowsmith Tennis Club and the contribution it has made to sport and the fabric of the Narembeen community.
4. Request that staff investigate further the status of the Class "A" reserve 10308, details of the correct land area of the reserve and what conditions are imposed if any as part of the management order.
5. Pending advice received above that Council consider future use options for the Mt Arrowsmith reserve.

We look forward to working with you in the future in relation to handing over the assets and discussing arrangements for the final event on 25 March 2017.

Yours sincerely,


Chris Jackson
CHIEF EXECUTIVE OFFICER
7 November 2016

AGENDA ITEM: 8.3.5 - Sale of Skeleton Weed Vehicle NB7511

Subject:	Sale of Skeleton Weed Vehicle NB7511
Applicant:	Nil
File Ref:	ADM468
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	13 March 2018
Attachments:	Nil

SUMMARY

Council to consider the sale of NB7511, Skeleton Weed Vehicle

BACKGROUND

In January 2018 an advertisement was placed seeking expressions of interest for the private sale of NB7511, the Skeleton Weed Landcruiser.

COMMENT

At the close of business on Friday 9th March 2018, the only bid received in writing was from Josh Parkyn of Westside Auto Wholesale for the amount of \$55,500 (inc gst).

The original quote from Duane Crabb at Merredin Toyota had included a trade-in price of \$54,000 including GST for the 2015 Landcruiser.

CONSULTATION

Duane Crabb – Merredin Toyota
Steve Welsh

STATUTORY IMPLICATIONS

Local Government Act 1995

3.57. Tenders for providing goods or services

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

3.58. Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or

- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender

FINANCIAL IMPLICATIONS

The budget development of the Skeleton Weed Program for 2017/2018 included an amount of \$15,000 for vehicle change over costs. If adopted the changeover cost will be \$4,695.00.

POLICY IMPLICATIONS

Policy 3.1.17 Significant Accounting Policies

STRATEGIC PLAN REFERENCE

Shire of Narembeen Strategic Community Plan 2017 – 2027

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

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

That Council:-

1. Authorise the sale of the 2015 Landcruiser number plate NB7511 to Josh Parkyn of Westside Auto Wholesale for the amount of \$55,500 (inc gst);
2. Instruct Council to retain the plates prior to sale of vehicle.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

AGENDA ITEM 8.3.6: Narembeen Community Resource Centre Report – March 2018

Subject:	Narembeen Community Resource Centre Report
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Leanne Brooke-Mee
Date:	13 March 2018
Attachments:	Email - Dept Primary Industries & Reg Development

SUMMARY

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

BACKGROUND

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

COMMENT

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

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

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

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.

Business Training

The CRC continues to provide training opportunities for the business community.

Blokes Night Out

We held an event to encourage men to get together in a relaxed environment, to chat about men' health. We had a guest speaker from Regional Men's Health and also community member Ian Mortimore. 42 men attended the event and it was well received.

CRC Review

The Minister for Regional Development has tasked the Department of Primary Industries and Regional Development (DPIRD) with the role of reviewing the CRC Network with the goal of recommending options to meet the revised budget.

DPIRD will produce an options paper to enable Government to consider how the new CRC program budget of \$8 million dollars per annum from 1 July 2019 will be allocated to achieve the best outcome for regional communities in Western Australia.

Upcoming Events

Narembeen Bolt and Twilight Triathlon
Youth Week – Narembeen Ninja Warrior

CONSULTATION

Sheree Thomas, Community & Economic Development Officer

STATUTORY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

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

Goal 3: We contribute to a healthy community.

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

RELATED PARTY TRANSACTIONS

Nil

OFFICER RECOMMENDATION

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

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

From: Department of Primary Industries and Regional Development
[mailto:celia.loot@dpird.wa.gov.au@mail75.atl51.rsgsv.net] **On Behalf Of** Department of Primary Industries and Regional Development
Sent: Monday, 12 March 2018 1:36 PM
To: Chris Jackson
Subject: Update regarding CRC Program Review



Update on the review of funding allocation to the CRC Program.

The Minister for Regional Development has tasked the Department of Primary Industries and Regional Development (DPIRD) with the role of reviewing the CRC Network with the goal of recommending options to meet the revised budget.

DPIRD will produce an options paper to enable Government to consider how the new CRC program budget of \$8 million dollars per annum from 1 July 2019 will be allocated to achieve the best outcome for regional communities in Western Australia.

Executive oversight of the review will be undertaken by DPIRDs Deputy Director General, Niegel Grazia and an options paper is expected to be provided to the Minister by 30 June 2018.

Further information regarding stakeholder engagement with CRCs and other parties will be provided in due course.

kind regards
The DPIRD Team



AGENDA ITEM: 8.3.7 – February 2018 Schedule of Account

Subject:	February 2018 Schedule of Accounts
Applicant:	Shire of Narembeen
File Ref:	N/A
Disclosure of Interest (Staff):	Nil
Disclosure of Interest (Member):	Nil
Author:	Bonnie Cole
Date:	13 th March 2018
Attachments:	List of Payments and Credit Card Statements

SUMMARY

For Council to review the payments made in February 2018.

BACKGROUND

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

Municipal Cheque Account	\$986,307.09
--------------------------	--------------

COMMENT

The following payments >\$5,000.00 were made during the month of February 2018:

10989	27/02/2018	Synergy - Western Power	Electricity charges for the Narembeen Swimming Pool Airfield, Streetlighting	\$ 5,458.75
10991	27/02/2018	Water Corporation	Water charges Nov 17 - Jan 18	\$ 16,917.68
DD9367.2	08/02/2018	WA Local Government Superannuation Plan	Superannuation contributions	\$ 8,590.79
DD9384.3	22/02/2018	WA Local Government Superannuation Plan	Superannuation contributions	\$ 9,351.04
EFT10645	02/02/2018	Avlite Systems	8 x AV70 solar blue lights for the airfield	\$ 5,236.00
EFT10649	02/02/2018	CJD Equipment Pty Ltd	4 spring bolsters for Prime Mover	\$ 6,301.11
EFT10651	02/02/2018	Chris Bray Electrics Pty Ltd	Progress claim 4 for Emergency Services Building - Relocate Western Power meter box. Supply and install flood lights, switch board, circuit breakers and submains	\$ 11,881.10
EFT10653	02/02/2018	Core Business Australia Pty Ltd	WANDRRA AGRN743 Supervision Claim 11 For the Period 2 December 2017 to 31/12/2017	\$ 36,118.46
EFT10666	02/02/2018	PC & JE Kennedy	Supply and install concrete apron at new bus shed	\$ 5,410.00

EFT10675	02/02/2018	Zanik Pty Ltd T/A GH & CL Fagan	Cartage if 158.84 tonne from Hanson to Kondinin-Narembeen Rd	\$ 5,591.16
EFT10676	02/02/2018	Leeuwin Civil Pty Ltd	WANDRRA Claim - AGRN743 Progress Claim 6 December 2017	\$552,285.49
EFT10686	16/02/2018	Avon Waste	Rubbish Collection January 2018	\$ 17,891.92
EFT10687	16/02/2018	Bitutek Pty Ltd	Reseal for Narembeen Townsite Grain Freight, Hyden North Road, Mt Walker Road	\$ 43,914.89
EFT10695	16/02/2018	Donovan Ford	Trade-in of Nissan Navara replace NB806 and NB175	\$ 46,243.00
EFT10700	16/02/2018	J.R & V.J Sprigg	Gravel from pit Oct 17 - Jan 18 8841 cubic metres @ \$1.1	\$ 9,725.10
EFT10707	16/02/2018	Moore Stephens	Progressive billing for Development of LTFP and Asset Management Plans	\$ 7,150.00
EFT10709	16/02/2018	Narembeen Engineering And Steel Supplies	Councillor patio and extended undercover parking, Modwood Bin bay and Relocate chainmess	\$ 19,736.75
EFT10728	22/02/2018	Stephanie Laurie Settlements	Road Widening - Cramphorne Road GFN	\$ 5,625.65
EFT10732	27/02/2018	CDA Air Conditioning & Refrigeration	Service air conditioners at all Shire properties	\$ 8,762.60
EFT10734	27/02/2018	Chris Bray Electrics Pty Ltd	Progress Claim 5 - Electrical and data installation for Emergency Services Centre	\$ 11,352.00
EFT10761	27/02/2018	WA Regional Plumbing	Sewage system septic tank and leach drain - supply and install at Emergency Facility	\$ 20,975.11
EFT10762	27/02/2018	Western Australian Treasury Corporation	Loan No. 129 Interest payment -	\$ 7,850.84

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 2017/2018 Operating Budget.

POLICY IMPLICATIONS

Nil

STRATEGIC PLAN REFERENCE

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

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

RELATED PARTY TRANSACTIONS

There are no known related party transactions at this time.

OFFICER RECOMMENDATION

That Council receive:-

- 1. The Schedule of Accounts for February 2018; and
- 2. The Credit Card Statements for February 2018.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /



SHIRE OF NAREMBEEN

SCHEDULE OF ACCOUNTS SUBMITTED TO COUNCIL 21 MARCH 2018

EFT	Date	Name	Description	Amount
EFT10642	01/02/2018	WA Local Government Superannuation Plan	Correction of reversal for R Gmeiner	\$ 79.71
EFT10643	02/02/2018	Amy Hardham	Pool hours from 7th November 2017 to 4th January 2018	\$ 1,144.00
EFT10644	02/02/2018	Australian Services Union	Payroll deductions	\$ 51.70
EFT10645	02/02/2018	Avlite Systems	8 x AV70 solar blue lights for the airfield	\$ 5,236.00
EFT10646	02/02/2018	BRUCE ROCK TYRES	Wheel Allignment for Nissan Navara	\$ 95.00
EFT10647	02/02/2018	Boc Gases	Gas for depot	\$ 186.76
EFT10648	02/02/2018	Brooks Hire	Hire roller for Bruce Rock Narembeen Road	\$ 2,982.10
EFT10649	02/02/2018	CJD Equipment Pty Ltd	4 spring bolsters for Prime Mover	\$ 6,301.11
EFT10650	02/02/2018	Central Agcare Incorporated	Annual contribution to Central Agcare Counselling	\$ 2,000.00
EFT10651	02/02/2018	Chris Bray Electrics Pty Ltd	Progress claim 4 for Emergency Services Building - Relocate Western Power meter box. Supply and install flood lights, switch board, circuit breakers and submains	\$ 11,881.10
EFT10652	02/02/2018	Copier Support	Printing reading and charges from 18/12/2017 to 24/01/2018	\$ 308.22
EFT10653	02/02/2018	Core Business Australia Pty Ltd	WANDRRA AGRN743 Supervision Claim 11 For the Period 2 December 2017 to 31/12/2017	\$ 36,118.46
EFT10654	02/02/2018	Cutting Edges Pty Limited	10 x grader blades	\$ 2,750.00
EFT10655	02/02/2018	Daimler Trucks Perth	Thermostat kit	\$ 310.42
EFT10656	02/02/2018	Dalicon	12 x 600mm class 4 bell end pipes for Mt Walker South Road	\$ 3,801.60
EFT10657	02/02/2018	Easifleet	Payroll deductions	\$ 651.74
EFT10658	02/02/2018	Henry Schein Regional Pty Ltd	Sensor kit for dentist	\$ 35.00
EFT10659	02/02/2018	Hitachi Construction Machinery Pty Ltd	Saddle lock pin and flat belt for grader	\$ 3,633.27
EFT10660	02/02/2018	Ixom	1 x 70kg chlorine gas for Narembeen Swimming Pool	\$ 465.30
EFT10661	02/02/2018	Local Government Professionals Australia WA	Finance Professional Conference attendance for Rachael Moore & Bonnie Cole	\$ 2,660.00
EFT10662	02/02/2018	Narembeen IGA	Refreshments	\$ 1,142.10

EFT10663	02/02/2018	Naremben Community Resource Centre	2018 collection calendars and desktop publishing	\$ 603.95
EFT10664	02/02/2018	Naremben Tyre service	Replace 2 tyres on grader, Repair Tyre on Prime Mover	\$ 4,305.00
EFT10665	02/02/2018	P M Services Naremben	Manned hours at Waste Transfer Station from Jan 13th 2018 to Jan 26th 2018 - 6 hours each day	\$ 2,496.00
EFT10666	02/02/2018	PC & JE Kennedy	Supply and install concrete apron at new bus shed	\$ 5,410.00
EFT10667	02/02/2018	Perfect Computer Solutions Pty Ltd	02/01/18 - fix errors associated with printing PDF's 05/01/18 - Repair issue with Remittances on Synergy	\$ 255.00
EFT10668	02/02/2018	Star Track Express	Freight from Cutting Edges to Naremben	\$ 887.18
EFT10669	02/02/2018	Toll Ipec Pty Ltd	Freight for new UPS from PCS Perth	\$ 17.97
EFT10670	02/02/2018	WA Contract Ranger Services	Ranger services carried out in Naremben on 16/01/2018 and 25/01/2018	\$ 397.37
EFT10671	02/02/2018	WA Regional Plumbing	Repair oven and pipe in 1/31 Currall St	\$ 291.13
EFT10672	02/02/2018	Waterman Irrigation	Standpipe service charges from 1st January 2018 to 30th June 2018	\$ 1,411.85
EFT10673	02/02/2018	Wongan Concrete Services	2 x 300mm headwalls for Bruce Rock Naremben Road	\$ 1,705.00
EFT10674	02/02/2018	Wurth Australia Pty Ltd	100 x cable ties, cockpit cleaner and 10 x H3 globes	\$ 169.91
EFT10675	02/02/2018	Zanik Pty Ltd T/A GH & CL Fagan	Cartage if 158.84 tonne from Hanson to Kondinin-Naremben Rd	\$ 5,591.16
EFT10676	02/02/2018	Leeuwin Civil Pty Ltd	WANDRRA Claim - AGRN743 Progress Claim 6 December 2017	\$ 552,285.49
EFT10677	05/02/2018	Royal International Commerce	Black napkins for Testimonial Dinner	\$ 47.85
EFT10678	09/02/2018	Centre for Pavement Engineering Education Inc	Pavement Recycling & Stabilisation course for Arthur Cousins	\$ 1,156.50
EFT10679	09/02/2018	Gerrard Hydraulics	1 x hydraulic power pack	\$ 929.50
EFT10680	09/02/2018	Micromax	1 x fuel shut off solenoid for tip	\$ 218.90
EFT10681	16/02/2018	APRA LTD	On hold music for admin office	\$ 158.55
EFT10682	16/02/2018	All Ways Foods	Cleaner. Hand Towel and toilet paper	\$ 472.47
EFT10683	16/02/2018	Ampac Debt Recovery (WA) Pty Ltd	Rate recovery costs	\$ 474.21
EFT10684	16/02/2018	Aust Post	Postage for January 2018. This includes sending out rubbish collection calendars	\$ 206.84
EFT10685	16/02/2018	Australian Services Union	Payroll deductions	\$ 75.95
EFT10686	16/02/2018	Avon Waste	Rubbish Collection January 2018	\$ 17,891.92
EFT10687	16/02/2018	Bitutek Pty Ltd	Reseal for Naremben Townsite Grain Freight, Hyden North Road, Mt Walker Road	\$ 43,914.89

EFT10688	16/02/2018	Budget Car and Truck Rental	1GKC335 4WD tray hire vehicle for Skeleton Weed. Rental out: 18/12/2018 rental in: 15/01/2018	\$ 2,236.08
EFT10689	16/02/2018	CDA Air Conditioning & Refrigeration	Inspect and repair aircon at 21 Northmore St	\$ 55.00
EFT10690	16/02/2018	CJD Equipment Pty Ltd	2 x cab filters 1 x window washer motor	\$ 248.36
EFT10691	16/02/2018	Chris Bray Electrics Pty Ltd	Repairs to cool room lights and replace fluoro	\$ 632.50
EFT10692	16/02/2018	Cody Express Transport	Freight for office cupboards	\$ 463.32
EFT10693	16/02/2018	Compressed Air Installation WA	Inspect 2 vessels at depot	\$ 1,309.00
EFT10694	16/02/2018	Cutting Edges Pty Limited	10 x grader blades	\$ 2,194.50
EFT10695	16/02/2018	Donovan Ford	Trade-in of Nissan Navara replace NB806 and NB175	\$ 46,243.00
EFT10696	16/02/2018	Easifleet	Payroll deductions	\$ 651.74
EFT10697	16/02/2018	Eastern Hills Saws And Mowers	3 x mower heads and x 1 choke lever	\$ 149.25
EFT10698	16/02/2018	Great Southern Fuel Supplies	Fuel during January 2018 for CEO's car	\$ 129.95
EFT10699	16/02/2018	Ixom	Chlorine for Narembeen Pool	\$ 115.94
EFT10700	16/02/2018	J.R & V.J Sprigg	Gravel from pit Oct 17 - Jan 18 8841 cubic metres @ \$1.1	\$ 9,725.10
EFT10701	16/02/2018	Landgate	7 x Rural UV interim valuation	\$ 397.40
EFT10702	16/02/2018	Landmark Operations Limited	20L roundup for weed spraying	\$ 289.27
EFT10703	16/02/2018	Lions Club Of Narembeen	Contribution to Glass Collection Recycling & Seniors Christmas	\$ 2,775.54
EFT10704		Cancelled		
EFT10705	16/02/2018	Marketforce	Tender RFT 01-2018 Narembeen Community Precinct Advertisement	\$ 568.45
EFT10706	16/02/2018	Merredin Freightlines	Freight of chlorine for pool	\$ 676.19
EFT10707	16/02/2018	Moore Stephens	Progressive billing for Development of LTFP and Asset Management Plans	\$ 7,150.00
EFT10708	16/02/2018	Narembeen Community Resource Centre	Desktop publishing - edit canvas	\$ 660.60
EFT10709	16/02/2018	Narembeen Engineering And Steel Supplies	Councillor patio and extended undercover parking, Modwood Bin bay and Relocate chainmess	\$ 19,736.75
EFT10710	16/02/2018	Narembeen Hardware and Ag Supplies	Cement	\$ 2,307.40
EFT10711	16/02/2018	Narembeen Hardware and Ag Supplies - Building A/C	Door for Arrowsmith Tennis Club	\$ 232.90
EFT10712	16/02/2018	Narembeen P & C Association	December catering	\$ 1,005.00
EFT10713	16/02/2018	Narembeen Rural Newsagency	Papers and stationery for January 2018	\$ 313.06
EFT10714	16/02/2018	Narembeen Tyre service	Tyre repair for prime mover	\$ 831.00
EFT10715	16/02/2018	Ness Gas Supplies	2 x 45kg gas bottles	\$ 230.00

EFT10716	16/02/2018	P M Services Narembeen	Waste Transfer Station manned hours from January 27th 2018 to February 9th 2018 - 6 hours each day	\$ 2,496.00
EFT10717	16/02/2018	Perfect Computer Solutions Pty Ltd	Purchase of new UPS Labour for works on new computers	\$ 2,490.00
EFT10718	16/02/2018	Sage Consulting Engineers Pty Ltd	Electrical Engineering - forgot GST on last payment	\$ 1,282.00
EFT10719	16/02/2018	Shire Of Merredin	Library Activity Plan 2017-2018	\$ 340.00
EFT10720	16/02/2018	Star Track Express	Freight from Kenworth to Narembeen Depot	\$ 114.19
EFT10721	16/02/2018	Toll Ipec Pty Ltd	Freight for traffic signage - Jason Signmakers	\$ 78.48
EFT10722	16/02/2018	Town Planning Innovations	Planning services - research old easement	\$ 61.88
EFT10723	16/02/2018	Trevor Wayne Cole	Gravel from pit December 2017 2562 cubic metres @ \$1.1	\$ 2,818.20
EFT10724	16/02/2018	WA Contract Ranger Services	Ranger services carried out in Narembeen on 30th January 2018 and 6th February 2018	\$ 701.25
EFT10725	16/02/2018	WA Fire Protection	Fire equipment inspection and repairs as required	\$ 2,223.32
EFT10726	16/02/2018	Winstons Meat And Provisions	Sausages and Bacon for Australia Day Breakfast	\$ 323.73
EFT10727	22/02/2018	Automatic Solutions	50% payment of \$5335.30 for electrical sliding gate for DFES shed	\$ 2,667.65
EFT10728	22/02/2018	Stephanie Laurie Settlements	Road Widening - Cramphorne Road GFN	\$ 5,625.65
EFT10729	27/02/2018	Ag Implementations Narembeen	Slip clutch	\$ 1,195.62
EFT10730	27/02/2018	Australian Services Union	Payroll deductions	\$ 51.70
EFT10731	27/02/2018	Boc Gases	Gas for the depot	\$ 78.77
EFT10732	27/02/2018	CDA Air Conditioning & Refrigeration	Service air conditioners at all Shire properties	\$ 8,762.60
EFT10733	27/02/2018	CJD Equipment Pty Ltd	2 x u-bolts	\$ 185.55
EFT10734	27/02/2018	Chris Bray Electrics Pty Ltd	Progress Claim 5 - Electrical and data installation for Emergency Services Centre	\$ 11,352.00
EFT10735	27/02/2018	Copier Support	Printing charges for admin office from 24/01/2018 to 20/02/2018	\$ 644.17
EFT10736	27/02/2018	Covs	Oil-enviro plus	\$ 103.64
EFT10737	27/02/2018	Daimler Trucks Perth	1 x fuel filter housing and brake pads	\$ 803.99
EFT10738	27/02/2018	Digital Videowall Technologies	Inspect and repair digital works for the Rec Centre	\$ 3,393.42
EFT10739	27/02/2018	Dorcas Clothing	Washing and ironing of 10 round table cloths	\$ 60.00
EFT10740	27/02/2018	Easifleet	Payroll deductions	\$ 651.77
EFT10741	27/02/2018	Eastern Hills Saws And Mowers	Stihl nylon line	\$ 109.00
EFT10742	27/02/2018	Edgecombes Jewellers	Engraving of Australia Day Medals	\$ 90.00
EFT10743	27/02/2018	FS & S & M Lopez	8m3 concrete for Mt Walker South Road	\$ 3,080.00

EFT10744	27/02/2018	Henry Schein Regional Pty Ltd	Sensor kit for dentist	\$	35.00
EFT10745	27/02/2018	Liberty Oil Rural Pty Ltd	4200L diesel for mobile tanker	\$	4,910.69
EFT10746	27/02/2018	Margaret Teasdale	Framed painting gift for S Padfield	\$	600.00
EFT10747	27/02/2018	Merredin Community Resource Centre	Display ad for 16/02/2018 - Redevelopment of Narembeen Cemetery	\$	307.50
EFT10748	27/02/2018	Merredin Freightlines	Freight for Chlorine	\$	338.10
EFT10749	27/02/2018	Merredin Glazing Service	To supply and install roller shutter with battery operated controller to east facing windows	\$	3,711.40
EFT10750	27/02/2018	Narembeen Club Inc	Bar tab, rom hire and kitchen hire for Testimonial Dinner	\$	1,913.20
EFT10751	27/02/2018	Narembeen Hardware and Ag Supplies - Shire Workshop	20L liquid chlorine for the Town Dam	\$	1,024.40
EFT10752	27/02/2018	Narembeen Medical Centre	Vaccine fridge 145ltr Pharma 1000G - Freight & Handling	\$	1,810.00
EFT10753	27/02/2018	Narembeen Motel	Allan Dunn accommodation 13/12/17 - 21/12/17	\$	1,000.00
EFT10754	27/02/2018	Narembeen Netball Club	Catering for Shire Testimonial Dinner	\$	3,375.00
EFT10755	27/02/2018	Narembeen Tyre service	2 x new tyres for prime mover	\$	2,111.00
EFT10756	27/02/2018	P M Services Narembeen	Manned hours at the Waste Transfer Station from February 10th 2018 to February 23rd 2018	\$	2,496.00
EFT10757	27/02/2018	Perfect Computer Solutions Pty Ltd	Admin office computer support	\$	340.00
EFT10758	27/02/2018	Star Track Express	Freight from Eastern Hills Saws and Mowers Mundaring to Narembeen Shire Depot	\$	96.70
EFT10759	27/02/2018	Toll Ipec Pty Ltd	Freight from Agrizzi to Narembeen Depot	\$	90.17
EFT10760	27/02/2018	WA Contract Ranger Services	Ranger services carried out in Narembeen on 14/02/2018 and 19/02/2018	\$	607.75
EFT10761	27/02/2018	WA Regional Plumbing	Sewage system septic tank and leach drain - supply and install at Emergency Facility	\$	20,975.11
EFT10762	27/02/2018	Western Australian Treasury Corporation	Loan No. 129 Interest payment -	\$	7,850.84
EFT10763	27/02/2018	Westrac Equipment Pty Ltd	3 x windscreen washer pumps	\$	129.86
EFT10764	27/02/2018	Wurth Australia Pty Ltd	12 x cockpit cleaner 1 x O ring kit	\$	354.61
EFT Payments					\$930,397.39

Chq	Date	Name	Description	Amount
10985	02/02/2018	Synergy - Western Power	Electricity charges from 15th November 2017 to 18th January 2018 for 3/8 Churchill St	\$ 308.80

10986	02/02/2018	Water Corporation	Water charge from 14th November 2017 to 11th January 2018 for Standpipe at Kondinin-Narembeen Rd	\$ 97.85
10987	27/02/2018	Narembeen Shire Council	Vehicle licence renewal and insurance NB7298, NB6761, NB613, NB281	\$ 1,181.80
10988	27/02/2018	Sandro Agrizzi Farm Machinery Pty Ltd	2 x road broom brushes	\$ 1,671.40
10989	27/02/2018	Synergy - Western Power	Electricity charges for the Narembeen Swimming Pool Airfield, Streetlighting	\$ 5,458.75
10990	27/02/2018	Telstra	Telephone Charges for January 2018	\$ 3,656.69
10991	27/02/2018	Water Corporation	Water charges Nov 17 - Jan 18	\$ 16,917.68
Cheque Payments				\$ 29,292.97

Chq/EFT	Date	Name	Description	Amount
DD9363.1	01/02/2018	Westnet Pty Ltd	Westnet monthly charges	\$ 129.90
DD9367.1	08/02/2018	Australian Super	Superannuation contributions	\$ 734.98
DD9367.2	08/02/2018	WA Local Government Superannuation Plan	Superannuation contributions	\$ 8,590.79
DD9367.3	08/02/2018	BT Super for Life	Superannuation contributions	\$ 277.91
DD9367.4	08/02/2018	Concept One Superannuation	Superannuation contributions	\$ 548.41
DD9367.5	08/02/2018	Prime Superannuation Fund	Superannuation contributions	\$ 176.02
DD9367.6	08/02/2018	Plum Super Fund	Superannuation contributions	\$ 225.91
DD9367.7	08/02/2018	The Tudor Superannuation Fund Wogarl Pastoral Company Pty Ltd	Superannuation contributions	\$ 205.20
DD9367.8	08/02/2018	AMP Life Limited	Superannuation contributions	\$ 237.31
DD9367.9	08/02/2018	IOOF Employer Super	Superannuation contributions	\$ 274.04
DD9380.1	20/02/2018	WA Local Government Superannuation Plan	Superannuation contributions	\$ 548.41
DD9382.1	21/02/2018	Bankwest	Direct Debit - Bankwest	\$ 2,215.78
DD9384.1	22/02/2018	Australian Super	Superannuation contributions	\$ 728.05
DD9384.2	22/02/2018	IOOF Employer Super	Superannuation contributions	\$ 433.64
DD9384.3	22/02/2018	WA Local Government Superannuation Plan	Superannuation contributions	\$ 9,351.04
DD9384.4	22/02/2018	BT Super for Life	Superannuation contributions	\$ 277.91
DD9384.5	22/02/2018	Concept One Superannuation	Payroll deductions	\$ 140.62
DD9384.6	22/02/2018	Prime Superannuation Fund	Superannuation contributions	\$ 200.96
DD9384.7	22/02/2018	Plum Super Fund	Superannuation contributions	\$ 225.91
DD9384.8	22/02/2018	The Tudor Superannuation Fund Wogarl Pastoral Company Pty Ltd	Superannuation contributions	\$ 159.60

DD9384.9	22/02/2018	AMP Life Limited	Superannuation contributions	\$ 237.31
DD9387.1	23/02/2018	WA Local Government Superannuation Plan	Rebecca Gmeiner additional super	\$ 30.25
DD9396.1	28/02/2018	BUPA Australia	DD Health Insurance CEO	\$ 412.00
DD9397.1	13/02/2018	Nib Health Insurance	EMCS health insurance	\$ 186.27
DD9398.1	13/02/2018	Commander Australia Pty Ltd	Admin Office phone charges	\$ 68.51
Direct Debit Payments				\$ 26,616.73
Total Municipal Payments				\$986,307.09



Credit Card Purchases - 2 February 2018 - 1 March 2018

EMCS

Date	Store	Description	Amount
06/02/2018	Shire of Narembeen	Plate Change for Fire Truck	\$ 25.70
07/02/2018	Shire of Narembeen	Rego for NB175 - New Navara	\$ 410.70
13/02/2018	Dan Murphy's	Council Fridge Refreshments	\$ 238.70
14/02/2018	Hydratrans	PTO Pump for NB56	\$ 687.50
19/02/2018	Pneumactic Solutions	Solinoid Valve for NB6789	\$ 221.78
19/02/2018	Officeworks	HDMI Cable for Chambers	\$ 35.83
EMCS Credit Card Payments			\$ 1,620.21



060BC3C 000113 (053N)

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

Account Number **5586 0203 0212 1909**

Period **2 Feb 18 - 1 Mar 18**

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

SUMMARY OF YOUR SPEND	
Purchases	\$1,620.21
Cash Advances & Balance Transfers	\$0.00

We are pleased to advise that the Annual Fee applicable to your Card Account (payable on the anniversary of issue of your Card) is to be waived as your total net purchases have exceeded the annual fee waiver threshold.

YOUR TRANSACTION SUMMARY

Date	Description		Debit	Credit
05 FEB 18	SHIRE OF NAREMBEEN	NAREMBEEN	/ \$25.70	
07 FEB 18	SHIRE OF NAREMBEEN	NAREMBEEN	/ \$410.70	
13 FEB 18	DAN MURPHYS ONLINE 830	BELLA VISTA	/ \$238.70	
14 FEB 18	HYDRATRANS PTY LTD	KELMSCOTT	/ \$687.50	
19 FEB 18	PNEUMACTIC SOLUTIONS	CARLISLE	/ \$221.78	
19 FEB 18	OFWKS ONLINE BENTLEIGH	E 03	/ \$35.83	AUS
Total			\$1,620.21	\$0.00

Reviewed

Authorised

060BC3C 000113 000369



060BC3C 000112 (053N)

CARD ADMINISTRATOR
SHIRE OF NAREMBEEN
1 LONGHURST ST
NAREMBEEN WA 6369

Account Name **SHIRE OF NAREMBEEN**

Period **2 Feb 18 - 1 Mar 18**

Facility Limit **\$10,000**

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

YOUR ACCOUNT SUMMARY

Opening Balance	\$1,133.10
Purchases	\$0.00
Withdrawals	\$0.00
(Cash Advances & Balance Transfers)	
Interest & Other Charges	\$0.00
Payments & Other Credits	\$1,133.10 CR
Closing Balance	\$0.00

PAYMENT REQUIRED

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

YOUR CARDHOLDER ACTIVITY SUMMARY

Name	Account	Spending Limit	Purchases & Withdrawals	Interest & Other Charges	Payments & Other Credits
BILLING ACCOUNT	5586029051085264		\$0.00	\$0.00	\$1,133.10 CR
JACKSON,CHRISTOPHER G	5586020788115284	\$10,000.00	\$0.00	\$0.00	\$0.00
TOTAL		\$10,000.00	\$0.00	\$0.00	\$1,133.10 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 FEB 18	PERIODICAL PAYMENTS	06		\$1,133.10
Total			\$0.00	\$1,133.10 CR

No charges
BK Cole 

AGENDA ITEM 8.3.8: - Financial Report February 2018

Subject:	Financial Report February 2018
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 12
Date:	March 2018
Attachments:	February 2018 Financial Report, Bank Reconciliation for February 2018, CRC Financial Report; Outstanding Rates

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 28 February 2018.

COMMENT

Council's closing position at 28 February 2018 amounts to \$2,256,530 with current assets of \$4,772,516 and \$2,150,220 of reserve funds and \$1,523,100 other restricted cash.

CONSULTATION

Finance Officer
Administration Officer
Senior Staff

STATUTORY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Shire of Narembeen 2017/2018 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 February 2018;
2. Receive the Bank Reconciliation for the month of February 2018 for the all Shire Bank Accounts; and
3. Receive the Narembeen Community Resource Centre Financial Report for the Month of February 2018.
4. Receive the Outstanding Rates Report as at 9th March 2018.

COUNCIL RESOLUTION

MIN

MOTION - Moved Cr.

2nd Cr.

CARRIED /

SHIRE OF NAREMBEEN
MONTHLY FINANCIAL REPORT

For the Period Ended 28 February 2018

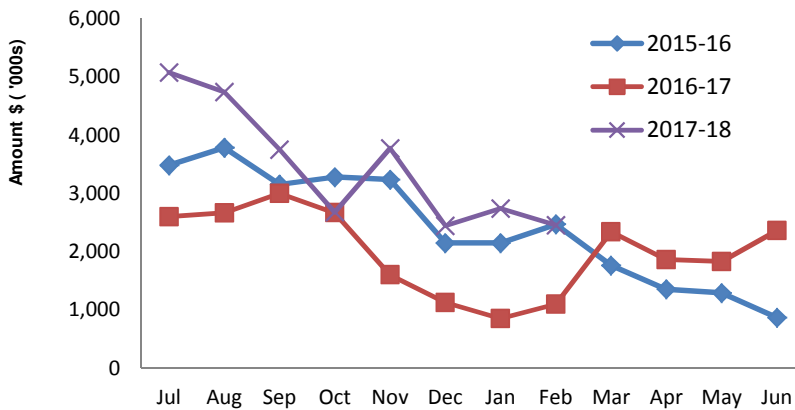
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 6	Receivables
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Note 8	Capital Disposals
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Note 11	Grants and Contributions
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Shire of Narembeen
Monthly Summary Information
 For the Period Ended 28 February 2018

Liquidity Over the Year (Refer Note 3)



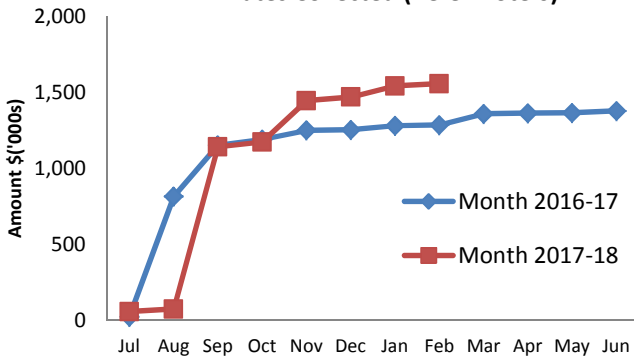
**Cash and Cash Equivalents
as at period end**

Unrestricted	\$ 2,235,526
Restricted	\$ 2,150,220
	\$ 4,385,747

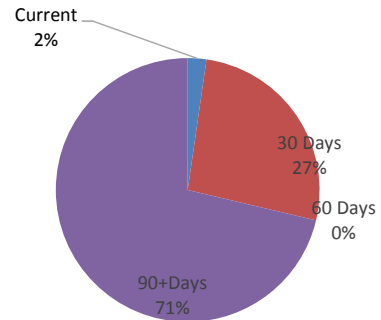
Receivables

Rates	\$ 182,668
Other	\$ 214,350
	\$ 397,017

Rates Collected (Refer Note 6)



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

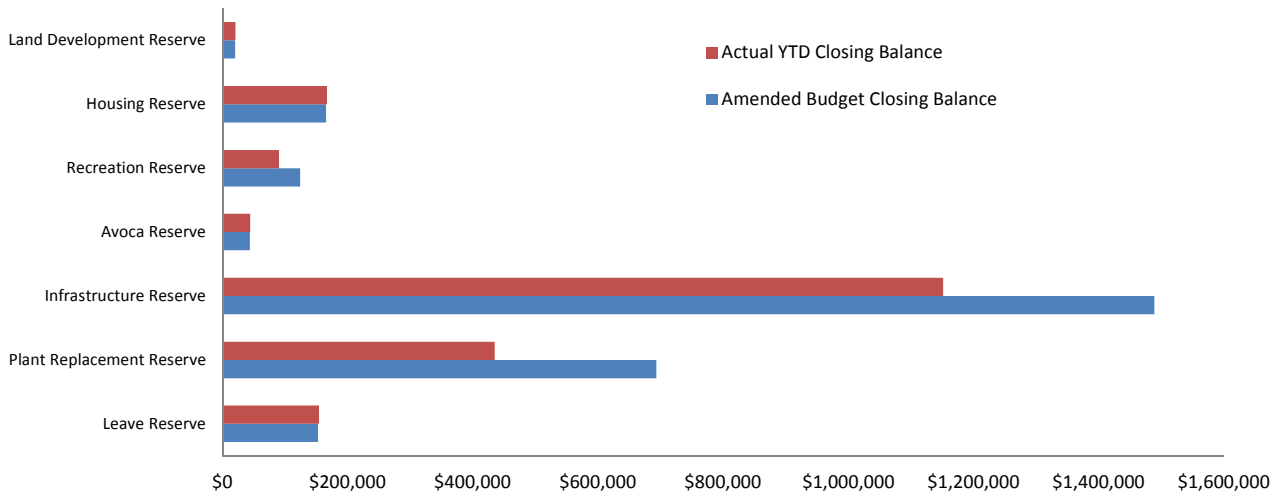


Comments

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

Shire of Narembeen
Monthly Summary Information
 For the Period Ended 28 February 2018

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



Comments

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

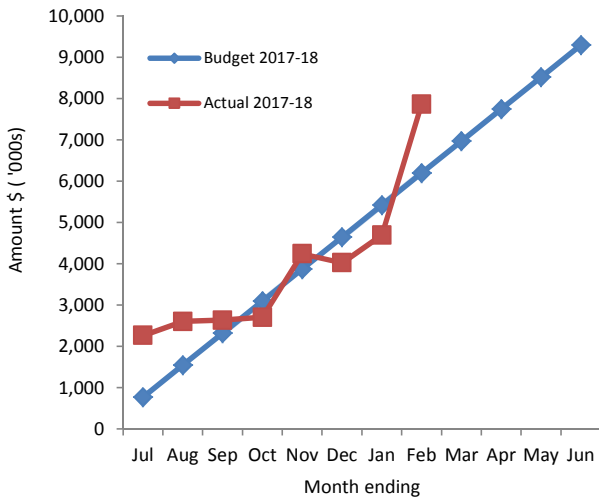
Shire of Narembeen

Monthly Summary Information

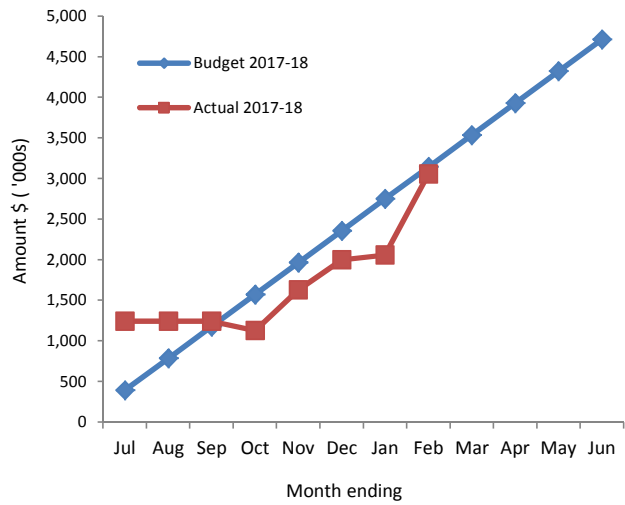
For the Period Ended 28 February 2018

Revenues

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

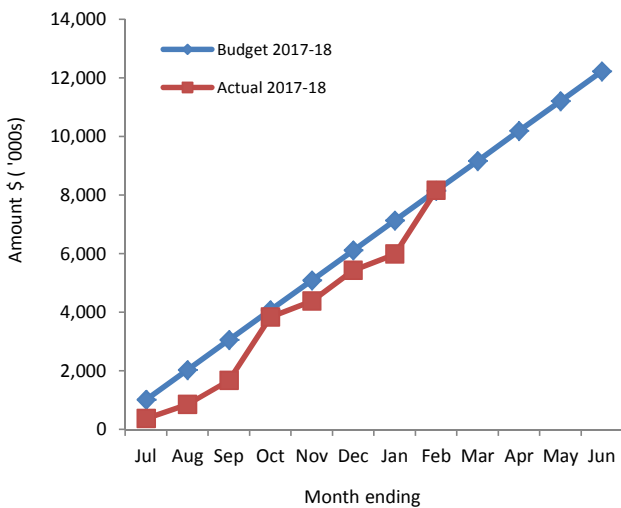


Budget Capital Revenue -v- Actual (Refer Note 2)

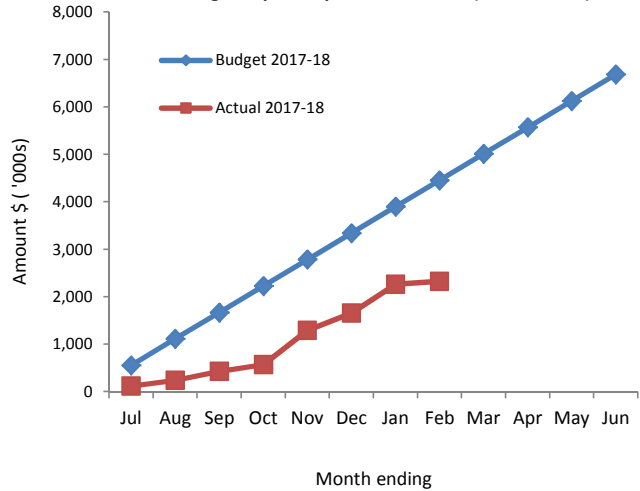


Expenditure

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



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



Comments

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

Shire of Narembeen

Compilation Report

For the Period Ended 28 February 2018

Report Purpose

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

Overview

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

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 28 February 2018 of \$2,256,529.

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

Preparation

Prepared by: Rachael Moore

Reviewed by: Bonnie Cole

Date prepared: 12-Mar-18

SHIRE OF NAREMBEEN
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Governance		43,500	28,984	42,091	13,107	45.22%	
General Purpose Funding - Rates	9	1,603,935	1,603,935	1,613,470	9,535	0.59%	
General Purpose Funding - Other		1,113,795	742,489	765,596	23,107	3.11%	
Law, Order and Public Safety		77,300	179,720	63,610	(116,110)	(64.61%)	▼
Housing		79,881	53,240	73,875	20,635	38.76%	
Community Amenities		527,175	504,142	217,486	(286,656)	(56.86%)	▼
Recreation and Culture		56,942	67,639	22,229	(45,410)	(67.14%)	▼
Transport		4,386,699	4,402,426	2,040,828	(2,361,598)	(53.64%)	▼
Economic Services		242,800	213,184	236,522	23,338	10.95%	
Other Property and Services		102,601	68,352	70,996	2,644	3.87%	
Total Operating Revenue		8,234,627	7,864,112	5,228,946	(2,635,165)		
Operating Expense							
Governance		(321,196)	(213,952)	(305,591)	(91,639)	(42.83%)	▼
General Purpose Funding		(105,342)	(70,208)	(59,268)	10,940	15.58%	▲
Law, Order and Public Safety		(167,768)	(111,808)	(124,681)	(12,873)	(11.51%)	
Health		(162,978)	(108,248)	(84,578)	23,670	21.87%	▲
Housing		(169,376)	(112,648)	(116,654)	(4,006)	(3.56%)	
Community Amenities		(725,590)	(483,520)	(348,316)	135,204	27.96%	▲
Recreation and Culture		(1,202,210)	(801,192)	(686,119)	115,073	14.36%	▲
Transport		(8,800,628)	(5,866,936)	(4,919,523)	947,413	16.15%	▲
Economic Services		(436,438)	(290,848)	(259,724)	31,124	10.70%	▲
Other Property and Services		(141,859)	(102,320)	(170,288)	(67,968)	(66.43%)	▼
Total Operating Expenditure		(12,233,385)	(8,161,680)	(7,074,742)	1,086,938		
Funding Balance Adjustments							
Add back Depreciation		3,516,500	2,344,280	2,250,230	(94,050)	(4.01%)	
Adjust (Profit)/Loss on Asset Disposal	8	44,000	0	35,972	35,972		▲
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		(438,258)	2,046,712	440,406	(1,606,305)		
Capital Revenues							
Grants, Subsidies and Contributions	11	5,652,723	3,056,880	2,255,102	(801,778)	(26.23%)	
Proceeds from Disposal of Assets	8	99,000	0	26,468	26,468		▲
Total Capital Revenues		5,751,723	3,056,880	2,281,570	(775,310)		
Capital Expenses							
Land and Buildings	13	(2,236,385)	(606,462)	(606,462)	0	0.00%	
Infrastructure - Roads	13	(3,993,010)	(1,217,789)	(1,217,789)	0	0.00%	
Plant and Equipment	13	(403,000)	(472,263)	(472,263)	0	0.00%	
Furniture and Equipment	13	(50,500)	(28,934)	(28,934)	0	0.00%	
Total Capital Expenditure		(6,682,895)	(2,325,447)	(2,325,447)	0		
Net Cash from Capital Activities		(931,172)	731,433	(43,877)	(775,310)		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		7,701	0	23,452	23,452		
Transfer from Reserves	7	0	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(66,066)	(59,230)	(59,230)	0	0.00%	
Transfer to Reserves	7	(683,630)	(102,745)	(102,745)	0	0.00%	
Net Cash from Financing Activities		(741,995)	(161,975)	(138,523)	23,452		
Net Operations, Capital and Financing		(2,111,425)	2,616,170	258,006	(2,358,163)		
Opening Funding Surplus(Deficit)	3	2,111,425	2,111,425	1,998,523	(112,902)		
Closing Funding Surplus(Deficit)	3	0	4,727,595	2,256,529	(2,471,065)		

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 28 February 2018

	Note	Amended Annual Budget	YTD Actual (b)
Operating Revenues		\$	\$
Rates	9	1,603,936	1,613,470
Operating Grants, Subsidies and Contributions	11	7,044,732	3,129,543
Fees and Charges		593,023	425,892
Service Charges		0	0
Interest Earnings		55,300	55,388
Other Revenue		0	(2)
Profit on Disposal of Assets	8	5,000	4,656
Total Operating Revenue		9,301,991	5,228,947
Operating Expense			
Employee Costs		(1,207,716)	(1,212,470)
Materials and Contracts		(6,944,061)	(3,200,000)
Utility Charges		(247,900)	(144,590)
Depreciation on Non-Current Assets		(3,516,500)	(2,250,230)
Interest Expenses		(59,056)	(18,902)
Insurance Expenses		(180,587)	(183,419)
Other Expenditure		(28,565)	(24,502)
Loss on Disposal of Assets	8	(49,000)	(40,628)
Total Operating Expenditure		(12,233,385)	(7,074,742)
Funding Balance Adjustments			
Add back Depreciation		3,516,500	2,250,230
Adjust (Profit)/Loss on Asset Disposal	8	44,000	35,972
Adjust Provisions and Accruals		0	0
Net Cash from Operations		629,106	440,407
Capital Revenues			
Grants, Subsidies and Contributions	11	4,585,359	2,255,102
Proceeds from Disposal of Assets	8	99,000	26,468
Total Capital Revenues		4,684,359	2,281,570
Capital Expenses			
Land and Buildings	13	(2,236,385)	(606,462)
Infrastructure - Roads	13	(3,993,010)	(1,217,789)
Plant and Equipment	13	(403,000)	(472,263)
Furniture and Equipment	13	(50,500)	(28,934)
Total Capital Expenditure		(6,682,895)	(2,325,447)
Net Cash from Capital Activities		(1,998,536)	(43,877)
Financing			
Proceeds from New Debentures		0	0
Proceeds from Advances		0	0
Self-Supporting Loan Principal		7,701	23,452
Transfer from Reserves	7	0	0
Advances to Community Groups		0	0
Repayment of Debentures	10	(66,066)	(59,230)
Transfer to Reserves	7	(683,630)	(102,745)
Net Cash from Financing Activities		(741,995)	(138,523)
Net Operations, Capital and Financing		(2,111,425)	258,007
Opening Funding Surplus(Deficit)	3	2,111,425	1,998,523
Closing Funding Surplus(Deficit)	3	0	2,256,530

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

SHIRE OF NAREMBEEN
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget
Operating Revenues	\$	\$	\$
Governance	43,500		43,500
General Purpose Funding - Rates	1,603,936		1,603,936
General Purpose Funding - Other	1,113,794		1,113,794
Law, Order and Public Safety	77,300		77,300
Housing	79,881		79,881
Community Amenities	457,175		457,175
Recreation and Culture	64,005		64,005
Transport	5,517,000		5,517,000
Economic Services	242,800		242,800
Other Property and Services	102,600		102,600
Total Operating Revenue	9,301,991	0	9,301,991
Operating Expense			
Governance	(321,196)		(321,196)
General Purpose Funding	(105,342)		(105,342)
Law, Order and Public Safety	(167,768)		(167,768)
Health	(162,978)		(162,978)
Housing	(169,376)		(169,376)
Community Amenities	(725,590)		(725,590)
Recreation and Culture	(1,202,210)		(1,202,210)
Transport	(8,800,628)		(8,800,628)
Economic Services	(436,438)		(436,438)
Other Property and Services	(141,859)		(141,859)
Total Operating Expenditure	(12,233,385)	0	(12,233,385)
Funding Balance Adjustments			
Add back Depreciation	3,516,500		3,516,500
Adjust (Profit)/Loss on Asset Disposal	44,000		44,000
Net Cash from Operations	629,106	0	629,106
Capital Revenues			
Grants, Subsidies and Contributions	4,585,359		4,585,359
Proceeds from Disposal of Assets	99,000		99,000
Proceeds from Sale of Investments	0		0
Total Capital Revenues	4,684,359	0	4,684,359
Capital Expenses			
Land and Buildings	(2,236,385)	(19,000)	(2,255,385)
Infrastructure - Roads	(3,993,010)		(3,993,010)
Plant and Equipment	(403,000)		(403,000)
Furniture and Equipment	(50,500)		(50,500)
Total Capital Expenditure	(6,682,895)	(19,000)	(6,701,895)
Net Cash from Capital Activities	(1,998,536)	(19,000)	(2,017,536)
Financing			
Proceeds from New Debentures			0
Proceeds from Advances	0		0
Self-Supporting Loan Principal	7,701		7,701
Transfer from Reserves	0		0
Advances to Community Groups	0		0
Repayment of Debentures	(66,066)		(66,066)
Transfer to Reserves	(683,630)	(32,000)	(715,630)
Net Cash from Financing Activities	(741,995)	(32,000)	(773,995)
Net Operations, Capital and Financing	(2,111,425)	(51,000)	(2,162,425)
Opening Funding Surplus(Deficit)	2,111,425		2,111,425
Closing Funding Surplus(Deficit)	0	(51,000)	(51,000)

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

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

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

Critical Accounting Estimates

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

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

(b) The Local Government Reporting Entity

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

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

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

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

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

(e) Goods and Services Tax

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

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

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

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

(g) Trade and Other Receivables

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

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

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

(h) Inventories

General

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

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

Land Held for Resale

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

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

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

(i) Fixed Assets

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

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

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

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

(k) Trade and Other Payables

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

(l) Employee Benefits

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

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

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

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

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

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

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

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

Borrowing Costs

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

(n) Provisions

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

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

(o) Current and Non-Current Classification

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

(r) Statement of Objectives

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

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

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

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

"Economic: A strong, resilient and balanced economy.

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

Social: Our community enjoys a high quality of life.

Civic Leadership: A collaborative and engaged community."

(s) Reporting Programs

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

GOVERNANCE

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

GENERAL PURPOSE FUNDING

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

LAW, ORDER, PUBLIC SAFETY

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

HEALTH

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

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

COMMUNITY AMENITIES

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

RECREATION AND CULTURE

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

TRANSPORT

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

ECONOMIC SERVICES

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

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 2: EXPLANATION OF MATERIAL VARIANCES BY REPORTING PROGRAM

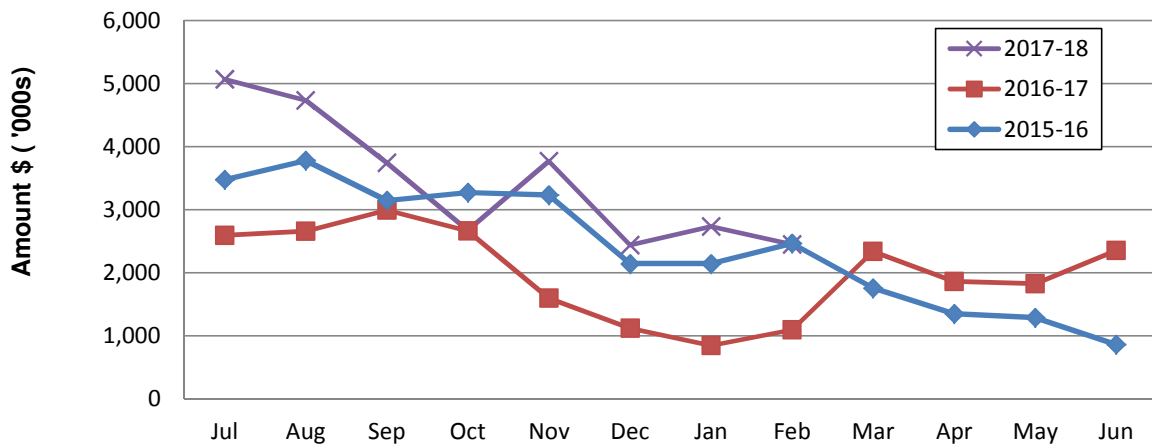
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	13,107	45.22%		Permanent	Paid Parental leave not budgeted for
General Purpose Funding - Rates	9,535	0.59%			No Material Variance
General Purpose Funding - Other	23,107	3.11%		Timing	Financial Assistance Grants Income is higher than YTD Budget - this is due to budget profile timing.
Law, Order and Public Safety	(116,110)	(64.61%)	▼		Capital Works DFES building
Health	82,243		▲		Repayment of Healthwest Allocation - Transferred to Reserve
Housing	20,635	38.76%			No Material Variance
Community Amenities	(286,656)	(56.86%)	▼	Timing	CRC financials are brought into SoN figures following auditing of CRC financials. Allocation should balance out at 30 June
Recreation and Culture	(45,410)	(67.14%)	▼		Pool Grant Funding no longer Available
Transport	(2,361,598)	(53.64%)	▼	Timing	WANDRRA Claims have not been received
Economic Services	23,338	10.95%			Funding received for Healthy Communities Workshop
Other Property and Services	2,644	3.87%			No Material Variance
Operating Expenditure					
Governance	(91,639)	(42.83%)	▼	Timing	Members expenses are \$43k lower than YTD Budget
General Purpose Funding	10,940	15.58%	▲	Timing	No Material Variance
Law, Order and Public Safety	(12,873)	(11.51%)			No Material Variance
Health	23,670	21.87%	▲	Timing	No Material Variance
Housing	(4,006)	(3.56%)		Timing	No Material Variance
Community Amenities	135,204	27.96%	▲	Timing	Waste and Sanitation budgets are \$43k lower than YTD Budget, and CRC costs are \$47k lower. These may even out over the year.
Recreation and Culture	115,073	14.36%	▲		Pool works undertaken pre-season.
Transport	947,413	16.15%	▲	Timing	General Road Maintenance higher due to inability to commence Townsite bypass project
Economic Services	31,124	10.70%	▲	Timing	Rural services expenditure is \$45K lower than YTB budget, Caravan Park maintenance is \$26K higher than YTD Budget.
Other Property and Services	(67,968)	(66.43%)	▼		Reallocations throughout the year
Capital Revenues					
Grants, Subsidies and Contributions	(801,778)	(26.23%)			Profile allocations
Proceeds from Disposal of Assets	26,468				
Capital Expenses					Refer to Note 13 for Detail
Land and Buildings	0	0.00%			
Infrastructure - Roads	0	0.00%			
Plant and Equipment	0	0.00%			
Furniture and Equipment	0	0.00%			

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
	Note	YTD 28 Feb 2018	Previous Period	Same Period Last year		
		\$	\$	\$		
Current Assets						
Cash Unrestricted	4	2,235,526	2,757,146	982,200		
Cash Restricted	4	2,150,220	2,147,749	1,835,880		
Receivables - Rates	6	182,668	199,689	187,243		
Receivables -Other	6	188,495	187,970	39,526		
Inventories		15,607	15,607	19,457		
		4,772,516	5,308,161	3,064,306		
Less: Current Liabilities						
Payables		(85,679)	(707,460)	(159,027)		
Provisions		(302,889)	(302,889)	(243,257)		
		(388,567)	(1,010,350)	(402,285)		
Less: Cash Reserves	7	(2,150,005)	(1,873,668)	(1,835,880)		
Net Adjustment for Borrowings.		22,586	29,547	21,381		
Net Current Funding Position		2,256,530	2,453,691	847,521		

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

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

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	CRC \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Account	0.01%	599,175				599,175	BankWest	At Call
Operating Account	0.01%				32,941	32,941	Bankwest	At Call
Trust Bank Account	0.01%			20,717		20,717	BankWest	At Call
Reserve Account	1.25%		2,150,220			2,150,220	BankWest	At Call
Cash Management Account	1.25%	247,891				247,891	BankWest	At Call
(b) Term Deposits								
TD - GFN		600,000				600,000	BankWest	01-Mar-18
TD - SI		680,000				680,000	BankWest	01-Jul-18
Gold Term Deposit	2.50%				65,000	65,000	BankWest	01-Jul-18
Total		2,127,066	2,150,220	20,717	97,941	4,395,944		

Comments/Notes - Investments

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2018

Note 6: RECEIVABLES

Receivables - Rates Receivable

Opening Arrears Previous Years	\$ 87,332
Levied this year	1,653,542
Less Collections to date	(1,558,207)
Equals Outstanding	182,668

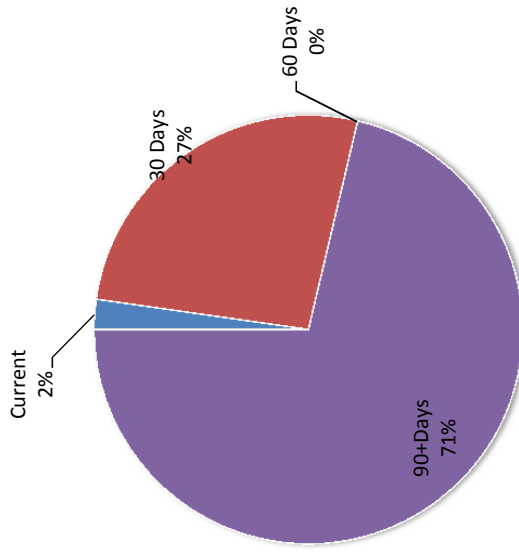
Net Rates Collectable
 % Collected

	YTD 28 Feb 2018	30 June 2017
	\$ 87,332	\$ 87,332
	1,653,542	
	(1,558,207)	
	182,668	87,332
	(182,668)	87,332
	89.51%	0.00%

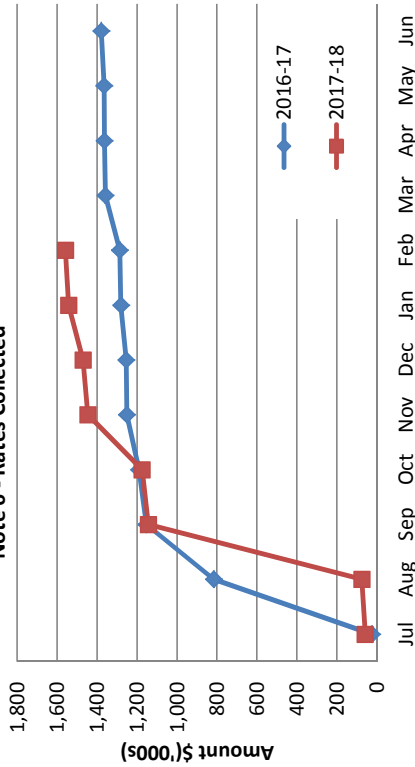
Receivables - General	Current	30 Days	60 Days	90+Days
Receivables - General	\$ 4,849	\$ 56,650	\$ 0	\$ 152,850
Total Receivables General Outstanding				214,350

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Note 6 - Rates Collected



Comments/Notes - Receivables Rates

Comments/Notes - Receivables General

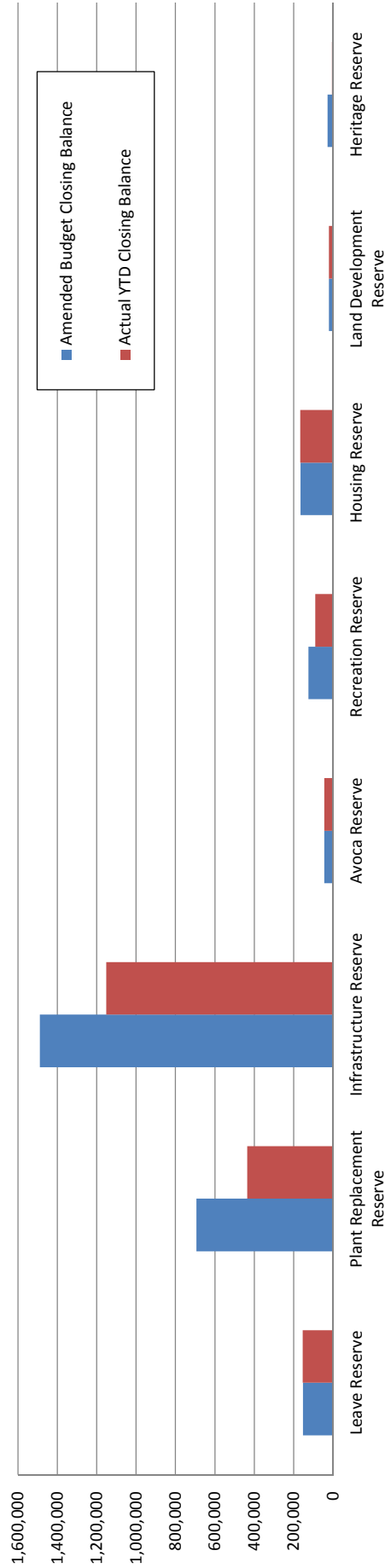
\$141900 Department of Fire and Emergency waiting for completion of building

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2018

Note 7: Cash Backed Reserve

2017-18	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	\$ 152,771	\$ 0	\$ 1,531	\$ 0	\$ 0	\$ 0	\$ 0		\$ 152,771	\$ 154,302
Plant Replacement Reserve	430,722	0	4,316	262,386	0	0	0		693,108	435,038
Infrastructure Reserve	1,139,945	0	11,423	349,244	0	0	0		1,489,189	1,151,368
Avoca Reserve	43,773	0	439	0	0	0	0		43,773	44,211
Recreation Reserve	89,241	0	894	35,000	0	0	0		124,241	90,135
Housing Reserve	165,311	0	1,657	0	0	0	0		165,311	166,968
Land Development Reserve	20,497	0	205	0	0	0	0		20,497	20,703
Heritage Reserve	5,000	0	37	22,000	0	0	0		27,000	5,037
Medical Service Support Reserve	0	0	0	15,000	82,243	0	0		15,000	82,243
	2,047,260	0	20,502	683,630	82,243	0	0	0	2,730,890	2,150,005

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 28 February 2018

Note 8 CAPITAL DISPOSALS

Cost	Actual YTD Profit/(Loss) of Asset Disposal			Disposals	Amended Current Budget			Comments
	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$		\$	\$	\$	
29,000	(7,834)	9,843	0	Plant and Equipment Community Bus NB175 Ford Ranger NB806 - Ford Ranger NB270 - 2009 Case Tractor NB393 - Fire Truck NB3524 - Low Loader	(5,000)	0	5,000	
28,000	(18,274)	9,808	(11,323)		(22,000)	-11,323	10,677	
40,000	(10,696)	0	82		(22,000)	82	22,082	
6,000	(3,756)	6,818	0		5,000	0	(5,000)	
			(29,304)			(29,304)	(29,304)	
			4,574			4,574	4,574	
103,000	(40,560)	26,468	(35,972)		(44,000)	(35,972)	8,028	

Comments - Capital Disposal/Replacements

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 9: RATING INFORMATION		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
RATE TYPE												
General Rate												
GRV		0.1189	218	1,721,364	204,734	8,521	0	213,255	204,734	0	0	204,734
UV		0.0145	333	97,420,500	1,416,594	0	0	1,415,230	1,416,591	0	0	1,416,591
UV Mining		0.0145	1	40,988	622	0	0	622	622	0	0	622
Sub-Totals			552	99,182,852	1,621,950	8,521	0	1,629,107	1,621,947	0	0	1,621,947
Minimum Payment												
GRV		445.00	18	9,365	8,010	0	0	8,010	8,010	0	0	8,010
UV		445.00	40	531,000	17,355	0	0	17,355	17,800	0	0	17,800
UV Mining		445.00	13	106,019	5,785	0	0	5,785	5,785	0	0	5,785
Sub-Totals			71	646,384	31,150	0	0	31,150	31,595	0	0	31,595
									1,660,257			
Discount												
Amount from General Rates												
Specified Area Rates												
Totals												
									(46,779)			
									1,613,478			
									1,613,478			

Comments - Rating Information

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 127 Homes for the Aged (SSL)	93,648		23,452	7,701	70,196	85,947	1,249	3,881
Loan 125 Swimming Pool	235,753		8,474	17,232	227,279	218,521	7,874	15,465
Loan 128 Recreation Centre	726,105		13,474	27,303	712,631	698,802	19,097	37,839
Loan 129 Solar Panels	73,000		13,830	13,830	59,170	59,170	1,871	1,871
	1,128,506	0	59,230	66,066	1,069,276	1,062,440	30,091	59,056

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 28 February 2018

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	2017-18 Amended Budget	Operating	Capital	Recoup Status	
					Received	Not Received
GENERAL PURPOSE FUNDING		\$	\$	\$	\$	\$
Grants Commission - General	WALGGC	612,412	612,412		279,974	332,438
Grants Commission - Roads	WALGGC	421,975	421,975		179,683	242,292
Ex Gratia Rates	CBH	13,907	13,907		13,707	200
Instalment Fees		2,200	2,200			2,200
LAW, ORDER, PUBLIC SAFETY						
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	24,000	24,000			24,000
ESL Contribution	DFES	4,000	4,000		9,453	(5,453)
HOUSING						
Emergency Services building		450,000		450,000	931,138	0
Health						
Doctor Surgery	NSRF	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
	DRD	252,300		252,300		252,300
	NSRF	243,100		243,100	243,100	0
RECREATION AND CULTURE						
Lesser Hall	Lotterywest	100,000		100,000		100,000
Pool grant	DSR	32,000	32,000			32,000
TRANSPORT						
Direct Grant	Main Roads	180,000	180,000		106,125	73,875
Regional Road Group	Main Roads	345,571		345,571	138,196	207,375
Regional Road Group 16/17 balance	Main Roads	66,800		66,800		66,800
R2R	Dept. Infrastructure	733,888		733,888		733,888
Black Spot Funding	Main Roads	51,500				0
WANINDRA	Main Roads	4,601,112	4,601,112		1,092,413	3,508,699
Grain Freight Network	Main Roads	1,700,000		1,700,000	680,000	1,020,000
ECONOMIC SERVICES						
Skeleton Weed Funding	DAFFWA	154,000	154,000		154,000	0
TOTALS		10,560,965	6,045,606	4,463,859	3,827,790	7,162,814
Operating		6,045,606			1,835,355	
Non-Operating		4,463,859			1,992,435	
		<u>10,509,465</u>			<u>3,827,790</u>	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 12: TRUST FUND

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

Description	Opening Balance 1 Jul 17	Amount Received	Amount Paid	Closing Balance 28-Feb-18
Wadderin Reserve	\$ 0	\$ 0	\$ 0	\$ 0
Sundry Deposits	1,400	530	(330)	1,600
Gym Card Bonds	5,300	2,700	(800)	7,200
Nominations	0	240	(240)	0
BCITF Levy	0	152	(152)	0
Building Services Levy	829	0	(829)	0
Joint Venture Bonds	2,508	1,230	(1,388)	2,350
Wheatbelt Railway Retention Alliance	8,981	0	0	8,981
	19,018	4,852	(3,738)	20,131

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ○
- 60% ○
- 80% ○
- 100% ●

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD 31
	Buildings				
	Governance				
○	Office Car Park	(41,035)	30,272	10,763	
○	Administration Patio	(10,000)	13,218	(3,218)	
	Governance Total	(51,035)	43,490	7,545	
	Community Amenities				
	Community Service Centre Extension	(590,400)	0	590,400	
○	Community Bus Shed	(25,000)	26,914	(1,914)	
○	Cemetery Upgrade - Front Fencing, Pergola and Niche Wall	(89,750)	183	89,567	
	Community Amenities Total	(705,150)	27,097	588,486	
	Law, Order and Public Safety				
○	Emergency Services Buildings	(688,000)	451,946	236,054	
○	Health Total	(688,000)	451,946	236,054	
	Health				
○	Doctor Surgery Extension	(477,200)	54,290	422,910	
○	Health Total	(477,200)	54,290	422,910	
	Housing				
○	8 Cheetham Way - Replace Flooring	(8,500)	7,680	820	
○	3/31 Curraill Street - Replace Flooring	(7,000)	0	7,000	
○	18 Hilton Way Renovations	(19,000)	0	19,000	
○	Housing Total	(34,500)	7,680	26,820	
	Recreation And Culture				
	Netball Fence Installation	(30,000)	0	30,000	
	Lesser Hall Interpretation Centre	(100,000)	198	99,802	
	Rec Centre - Modwood bin Bay	(10,500)	9,008	1,492	
	Rec Centre - Forklift Ramp	(10,000)	0	10,000	
	Apex Park Cake Stall Refurbishment	(10,500)	0	10,500	
	Roads Board Building	(60,000)	0	60,000	
○	Recreation And Culture Total	(221,000)	9,206	151,794	
	Transport				
	Depot - Replace gutters and Downpipes	(6,000)	0	6,000	
	Depot - Replace Timbers eastern but White Ants	(7,500)	0	7,500	
	Depot - Relocate office self contained ATCO	(6,000)	0	6,000	
○	Depot - New Washdown Bay Regulations Requirements	(25,000)	0	25,000	
○	Depot Storage Shed Concrete Floor	(15,000)	12,752	27,752	
○	Transport Total	(59,500)	12,752	25,000	
	Buildings Total	(2,266,385)	606,462	1,451,063	

SHIRE OF NAREMBEEN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	YTD Actual	Variance Under/(Over)	YTD 31
	Furniture & Office Equip.				
○	Government Photocopier	(10,500)	9,007	1,493	
○	Government Total	(10,500)	9,007	1,493	
	Recreation And Culture				
○	Electronic Shire Sign	(20,000)	0	20,000	
○	Recreation And Culture Total	(20,000)	0	20,000	
	Economic Services				
○	Upgrade Standpipe Controllers	(20,000)	19,927	73	
○	Economic Services Total	(20,000)	19,927	73	
○	Furniture & Office Equip. Total	(50,500)	28,934	20,000	
	Plant, Equip. & Vehicles				
	Law, Order and Public Safety				
○	Fire Brigade Truck	0	363,138	(363,138)	
○	Community Amenities Total	0	363,138	(363,138)	
○	Community Amenities	(140,000)	0	140,000	
○	Community Amenities Total	(140,000)	0	140,000	
	Transport				
○	Cable/Pipe Locator	(8,000)	6,000	2,000	
○	Sign Trailer	(3,000)	5,821	(2,821)	
○	Tractor Slasher	(38,000)	37,400	600	
○	Trade in NB175 & NB806	(64,000)	59,903	4,097	
○	New Tractor	(150,000)	0	150,000	
○	Transport Total	(263,000)	109,124	3,876	
	Plant, Equip. & Vehicles Total	(463,000)	472,263	(339,263)	
	Roads				
	Transport				
○	BK - NB Road 0-4slk RRG	(518,236)	385,056	133,180	
○	BK NB Second Seal 10.63-5.9slk (RRG 16/17)	(112,239)	109,689	2,550	
○	Cr Road Reseal 0.995	(49,647)	25,724	23,923	
○	Kn Road Second Seal	(159,000)	164,334	(5,334)	
○	Townsite Realignment - State Initiative	(1,700,000)	321,966	1,378,034	
○	Townsite Grain Freight - Fricker Road	(600,000)	0	600,000	
○	Cramhorne Road 1.5km R2R	(436,263)	36,953	399,310	
○	Mt Walker Road Culvry R2R	(45,000)	11,828	33,172	
○	Cramphorne Road GFN Land Settlement Costs	(65,035)	11,640	64,767	
○	MD Nb Road 5km from NB R2R	(115,590)	268	110,586	
○	Kn NB Road 4km from NB R2R	(120,000)	5,004	5,451	
○	Wogarl Muntry Road Black Spot	(45,000)	114,549	35,778	
○	Mt Walker South Road Pipes R2R	(15,000)	9,222	6,242	
○	Hyden North Road R2R	(12,000)	15,315	(3,315)	
○	Mt Walker Road Reseal R2R	(3,993,010)	1,217,789	2,786,862	
○	Transport Total	(3,993,010)	1,217,789	2,786,862	
○	Roads (Non Town) Total	(6,682,895)	2,325,447	4,038,663	
○	Capital Expenditure Total	(6,682,895)	2,325,447	4,038,663	

Shire of Narembeen

Bank Reconciliation - February 2018

	<u>Municipal</u>	<u>Restricted Cash</u>	<u>Reserves</u>	<u>Trust</u>
BW account #	5347926	0059637	5347900	5347934
GL Account #	11590100	1590200	1595500	1591000
Balance as per GL Cash at Bank GEN	\$ 590,324.95	\$ 1,527,891.00	\$ 2,150,220.44	\$ 19,881.26
Plus				
Unpresented Cheques/EFT	28,886.32			835.26
Outstanding as per Synergy report	28,886.32	0.00	0.00	835.26
PLUS				
Term deposit		(680,000.00)		
Term deposit		(600,000.00)		
cash not deposited	(3,437.80)			
posting period - default not changed	(16,643.05)			
posting period- error in daily receipting	45.00			
TOTAL	(20,035.85)	(1,280,000.00)	0.00	0.00
Total	\$ 599,175.42	\$ 247,891.00	\$ 2,150,220.44	\$ 20,716.52
Balance as per BW Statement	\$ 599,175.42	\$ 247,891.00	\$ 2,150,220.44	\$ 20,716.52
Difference	\$ -	\$ -	\$ -	\$ -

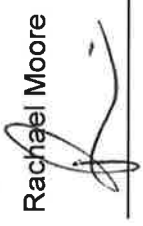
OUTSTANDING CHEQUES


<u>Muni</u>					
	10987	\$		1,181.80	
	10988	\$		1,671.40	
	10989	\$		5,458.75	
	10990	\$		3,656.69	
	10991	\$		16,917.68	

\$ 28,886.32

Trust 314 \$ 835.26

\$ 835.26

Prepared By: Rachael Moore
Signed: 
Date: 14-3-18

Checked By: 
Signed:
Date: 14/3/18

Shire of Narembeen
Outstanding Rates as at 9 March 2018

Property Ass	Address	Outstanding Amount	Notes
A1022	4 Doreen Street	\$ 474.22	Final notice sent Letter sent 09/10/17 01/11/2017 - sent to AMPAC 13/12/17 payment plan agreement signed Legal fees
A1058	17 Doreen Street	\$ 2,238.52	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	\$ 386.71	Agreed to pay \$50 per fortnight. 14/01/17 sent final notice 02/01/18 letter sent overdue agreement payment made
A1075	5 Doreen Street	\$ 3,850.55	In Estate - Caveat on property
A1076	Lot 2 Latham Road	\$ 3,567.29	In Estate - Caveat on property
A1084	11 Thomas Street	\$ 814.94	Reminder Letter sent 25/10/16, 17/01/17 sent final notice, Payment plan \$50 per fortnight 20/01/17 01/11/17 letter sent - new agreement signed
A1089	1 Northmore Street	\$ 1,054.17	Owner has spoken to CEO with intention to set up repayment plan, Paid \$550 to date - 17/01/17 sent final notice - no contact to date Payment plan in place
A1096	4 Churchill	\$ 1,520.49	Final notice sent 09/10/17 sent letter 04/12/17 Emailed settlement agent 20/02/18 Still waiting on settlement
A1116	15 Doreen	\$ 1,498.23	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC Payment plan
A1124	41 Currall	\$ 1,212.21	Final notice sent Part payment made 01/11/17 sent to AMPAC
A1138	Telstra	\$ 24.20	Final notice sent Late payment - interest
A1157	13 Doreen	\$ 634.93	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC 11/12/17 made contact re payment, updated address details - Legal fees outstanding
A1182	17 Currall Street	\$ 12.06	Final notice sent 09/10/17 sent letter 01/11/17 sent to AMPAC Short payment due to interest
A1185	3 Ada Street	\$ 469.97	Final notice sent Part payment made 01/12/17 letter sent 11/01/18 payment plan in place
A1197	23 Doreen	\$ 459.74	Final notice sent 09/10/17 sent letter Payment plan \$100 per FN
A1249	11 Wakeman Street	\$ 1,718.93	Reminder Letter sent 25/10/16, 17/01/17 sent final notice - 10/11/16 payment plan- no payments Demand letter sent 10/02/17 Sent to Ampac 09/03/17 15/05/17 plan to pay \$100 per fortnight 22/11/17 sent letter overdue payment plan
A1254	9 Northmore Street	\$ 1,817.22	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 - 09/10/17 reminder letter of payment plan 20/02/18 letter sent re payment plan

A1259	23 Currall	\$ 479.61	Final notice sent Part payment made Letter sent 01/12/17 02/01/18 sent to AMPAC Payment plan in place
A1261	11 Northmore Street	\$ 2,952.74	Reminder Letter sent 25/10/16, 17/01/17 sent final notice- 01/02/17 advised will pay \$500 per fortnigh Reminder of plan sent 22/03/17 Final notice 04/04/17 Sent to AMPAC. Skip trace done - not located Address obtained from WaterCorp - Final notice sent 09/10/17 AMPAC advised to reissue notice Part payment made
A1309	46 Cheetham	\$ 999.18	Final notice sent 04/12/17 sent to AMPAC
A2015	Coverley Road	\$ 8,809.85	sent to AMPAC. Agreement entered into
A2048	Dixon Road	\$ 9,710.15	sent to AMPAC. Agreement entered into
A2092	1287 Wadderin-Graball Road	\$ 13,745.61	Sent to AMPAC. Agreement entered into
A3083	Soldiers Road	\$ 15,725.06	Sent to AMPAC. Agreement entered into
A3098	Soldiers Road	\$ 11,537.62	Sent to AMPAC. Agreement entered into
A4047	Narembeen Boundary Road	\$ 3,584.44	Reminder Letter sent 25/10/16 - Email received After harvest payment, email sent requesting payment plan 03/03/17 emailed regarding commencement of payment plan - confirmed payments to commence 05/01/18 letter re payments plan 06/02/18 Sent to AMPAC
A4072	Narembeen Boundary Road	\$ 2,500.52	Final notice sent 10/10/17 letter sent 05/01/18 letter re payment plan 06/02/18 Sent to AMPAC
A4076	Triangle Road	\$ 19.53	Late payment 10/10/17 letter sent
A5114	Narembeen	\$ 10,601.06	sent to AMPAC. Agreement entered into
A5122	Narembeen	\$ 310.47	sent to AMPAC. Agreement entered into
A5124	Narembeen	\$ 3,355.12	sent to AMPAC. Agreement entered into
A5126	Yeomans Road	\$ 156.74	sent to AMPAC. Agreement entered into
A5128	Soldiers Road	\$ 188.25	sent to AMPAC. Agreement entered into
A5187	2656 Calzoni Road	\$ 465.76	Final notice sent 10/10/17 letter sent 17/10/17 advised that payment will be made late January after harvest 24/1/17 short paid due to interest 20/02/18 letter sent
A5195	Narembeen South Road	\$ 6,693.90	Waiting on owner dispute over sale 06/11/17 Settlement agent advised paperwork to be signed by owner 11/12/17 Owner to finalise with bank 20/02/18 Sent to AMPAC
A5197	Lot 18341 Narembeen	\$ 23,174.92	sent to AMPAC. Agreement entered into
A5243	1367 Hyden North	\$ 15.63	Letter sent 23/11/17
A5247	2275 Corrigin - Narembeen Road	\$ 546.88	Dispute over ownership Owner deceased - created 01/07/17

\$ 137,327.42

With AMPAC	\$ 108,067.41
Repayment Plan	\$ 12,150.25
Other	\$ 17,109.76
Deferred Rates	\$ -
Instalments	\$ 2,499.82
	\$ 139,827.24

Narembeen Community Resource Centre

Unit 2
19 Churchill Street
Narembeen 6369

Balance Sheet

As of February 2018

13/03/2018
9:36:51 AM

Assets		
Trading Cheque Account		\$32,941.01
Petty Cash		\$100.00
Cash Sale Float		\$50.00
Undeposited Funds		\$558.70
Term Deposit 917		\$65,000.00
Withholding Credits		
Trade Debtors	\$1,676.55	
Total Withholding Credits	<u>\$1,676.55</u>	
Total Assets		<u>\$100,326.26</u>
Liabilities		
Trade Creditors		\$669.65
Gym Bonds (Trust)		\$1,150.00
Gym Memberships		\$660.02
GST Liabilities		
GST Collected	\$8,569.22	
GST Paid	<u>-\$7,832.92</u>	
Total GST Liabilities		<u>\$736.30</u>
Total Liabilities		<u>\$3,215.97</u>
Net Assets		<u>\$97,110.29</u>
Equity		
Retained Earnings		\$98,034.41
Prior Year Adjustment		\$40.63
Current Earnings		<u>-\$964.75</u>
Total Equity		<u>\$97,110.29</u>

Narembeen Community Resource Centre

Unit 2

19 Churchill Street
Narembeen 6369

Profit & Loss Statement

July 2017 through February 2018

13/03/2018
9:36:35 AM

Income

Grants and Funding

Service Contract Funding

DRD Govt & Community Info	\$28,678.26
DRD Economic & Business Dev	\$28,785.88
DRD Hot Office Service	\$2,187.00
DRD Social Development	\$13,703.83
ATO	\$786.36
Dept Human Services	\$4,881.90
Total Service Contract Funding	<u>\$79,023.23</u>

Project/Event Funding

Other Grants	\$247,401.09
Ladies Long Lunch	\$9,018.22
Mens Health Event	\$309.09
Seniors Week	\$966.24
Total Project/Event Funding	<u>\$257,694.64</u>

Merchandise Sales

Souvenirs	\$131.82
Directory Sales	\$901.96
Customer Merchandise	\$6,007.93
Total Merchandise Sales	<u>\$7,041.71</u>

Total Grants and Funding

\$343,759.58

Operational Income

Memberships Income

Membership	\$5,670.00
Total Memberships Income	<u>\$5,670.00</u>

Project Income

Ladies Long Lunch	\$11,031.71
Country Arts WA Shows	\$1,672.70
Community Markets	\$3,259.01
Networking Events	\$40.91
Total Project Income	<u>\$16,004.33</u>

Service Income

Credit Card Charges	\$38.31
Calendar Sales	\$9.09
Printing/Photocopying	\$5,412.79
Photo Editing	\$170.00
Fax Service	\$119.10
Internet/Computer	\$498.64
Room Hire/Hot Office	\$1,231.13
Customer Postage	\$72.96
Binding	\$145.46
Staff Assistance	\$1,073.80
Desktop Publishing	\$2,474.33
Laminating	\$794.82
Equipment Hire	\$390.00
Slide Shows	\$50.00
Media Conversion	\$31.82
Photo Lab	\$15.27
Large Format Printing	\$2,670.13
Miscellaneous	\$559.16
Exam Supervision	\$217.73
Donations	\$23.90
Interest Income	\$1,193.95
Total Service Income	<u>\$17,192.39</u>

Workshop Income

Adult Workshops	\$7,572.18
Seniors Movie Days	\$669.54
Children's Workshops	\$145.47
Total Workshop Income	<u>\$8,387.19</u>

Narembeen Community Resource Centre

Profit & Loss Statement

July 2017 through February 2018

13/03/2018
9:36:35 AM

Total Operational Income		\$47,253.91
Total Income		\$391,013.49
Cost of Sales		
Gross Profit		\$391,013.49
Expenses		
Grant and Funding Expenses		
Operational Expenses		
ICT Support & Development	\$3,334.55	
Staff Training	\$312.36	
Traineeship	\$747.50	
Total Operational Expenses	\$4,394.41	
Capital Funding Purchases		
Equipment Purchase	\$3,457.35	
Project/Event Expenses		
Other Grant Costs	\$245,080.47	
Community Markets	\$2,223.97	
Ladies Long Lunch	\$18,778.76	
Networking Events	\$107.07	
Xmas St Party	\$208.47	
Country Arts WA Shows	\$3,482.27	
Seniors Week	\$502.36	
Total Project/Event Expenses	\$270,383.37	
Merchandise Purchases		
Directory Purchases	\$1,452.00	
Customer Merch Purchases	\$4,363.83	
Canvas Frames	\$644.68	
Total Merchandise Purchases	\$6,460.51	
Total Grant and Funding Expenses		\$284,695.64
Operational Expenses		
Photocopying & Printing Costs	\$3,909.91	
Laminating Costs	\$18.56	
Workshop Expenses		
Adult Workshops	\$6,053.52	
Children's Workshops	\$86.09	
Seniors Movie Day	\$567.83	
Total Workshop Expenses	\$6,707.44	
Administrative Expenses		
Bank Charges	\$882.43	
Electricity	\$1,874.00	
Postage	\$206.70	
Repairs & Maintenance	\$2,274.70	
Stationery	\$450.69	
Internet Costs	\$1,292.36	
Telephone/Fax	\$1,462.86	
Amenities	\$196.47	
Newspapers	\$25.00	
Licences	\$82.78	
Donations	\$60.00	
Memberships	\$1,422.75	
Total Administrative Expenses	\$10,230.74	
Staff Expenses		
Wages & Salaries	\$75,832.50	
Superannuation	\$9,745.08	
Staff Uniforms	\$838.37	
Total Staff Expenses	\$86,415.95	
Regional Price Index Costs		
Total Operational Expenses		\$107,282.60
Total Expenses		\$391,978.24
Net Profit/(Loss)		-\$964.75

9.0 Councillor's Reports – including other Councillor business

Cr R Cole

Cr K Mortimore

Cr P Lines

Cr B Thomas

Cr B Cowan

Cr S Stirrat

Cr A Wright

Cr A Hardham

10.0 Urgent business as permitted by Council

11.0 Date, time & place of next meeting

Wednesday 18th April 2018 at Narembeen Shire Council Chambers.

12.0 Closure

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