



# SHIRE OF NAREMBEEN

Confirmed Minutes for the 638<sup>th</sup> Ordinary Council Meeting

21<sup>st</sup> 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 <sup>st</sup> March 2018 | 2.30pm | Ordinary Meeting of Council |
| 18 <sup>th</sup> April 2018 | 2.30pm | Ordinary Meeting of Council |
| 16 <sup>th</sup> May 2018   | 2.30pm | Ordinary Meeting of Council |

## MARCH MEETING PROGRAMME

|        |                             |
|--------|-----------------------------|
| 2.00pm | Afternoon Tea               |
| 2.30pm | Ordinary Meeting of Council |

## MEETING GUESTS

Nil

## Contents

|      |   |    |
|------|---|----|
| 1.0  | Opening & Welcome .....                                       | 3  |
| 2.0  | Attendance & Apologies .....                                  | 3  |
| 3.0  | Declarations of Interest .....                                | 3  |
| 4.0  | Announcements .....   | 3  |
| 4.1  | Application for Leave of Absence .....                        | 3  |
| 5.0  | Public Question Time & Deputations .....                      | 4  |
| 6.0  | Minutes from Previous Meetings .....                          | 4  |
| 7.0  | Status Report .....   | 4  |
| 8.0  | Reports .....   | 10 |
| 8.2  | Building Supervisor .....                                     | 10 |
| 8.3  | Acting Chief Executive Officer .....                          | 14 |
| 8.1  | Works Manager.....  | 24 |
| 9.0  | Councillor Reports – Including Other Councillor Business..... | 95 |
| 10.0 | Urgent Business as Permitted by Council .....                 | 96 |
| 11.0 | Date, Time & Place of Next Meeting .....                      | 96 |
| 12.0 | Closure .....   | 96 |
| 13.0 | Certification of Meeting Minutes.....                         | 96 |

# MINUTES

## Shire of Narembeen Ordinary Council Meeting Wednesday 21<sup>st</sup> March 2018, commencing at 2.30pm

### 1.0 Opening & Welcome

2.30pm - The Shire President, Cr Rhonda Cole welcomed everyone to the meeting and declared the meeting open.

### 2.0 Attendance & Apologies

#### Attendance

##### **Councillors**

|                     |                                    |
|---------------------|------------------------------------|
| Cr Rhonda Cole      | Shire President - Presiding Person |
| Cr Kellie Mortimore | Deputy Shire President             |
| Cr Bevan Thomas     | Member                             |
| Cr Bill Cowan       | Member                             |
| Cr Amy Hardham      | Member                             |
| Cr Scott Stirrat    | Member                             |
| Cr Alan Wright      | Member                             |
| Cr Peter Lines      | Member - entered meeting at 2.32pm |

##### **Staff**

|                   |   |
|-------------------|---|
| Miss Bonnie Cole  | Acting Chief Executive Officer                          |
| Mrs Sheree Thomas | Community & Economic Development Officer (minute taker) |
| Mr Arthur Cousins | Works Manager (present for report to Council)           |
| Mr Klint Stone    | Building Supervisor (present for report to Council)     |

##### Members of the Public

|                     |                  |
|---------------------|------------------|
| Sgt Richie Conkling | Narembeen Police |
|---------------------|------------------|

##### Apologies

|                  |                         |
|------------------|-------------------------|
| Mr Chris Jackson | Chief Executive Officer |
|------------------|-------------------------|

##### Approved leave of absence

Nil

### 3.0 Declarations of Interest

Nil

### 4.0 Announcements

#### 4.1 Application for leave of absence

Cr A Wright had previously applied for an application for leave of absence for the May & June 2018 Council meetings, however Cr Wright advised leave of absence would only be required for the June 2018 Council meeting.

## **5.0 Public Question Time & Deputations (15 min)**

Sgt Richie Conkling addressed Council on staff updates at the Police Station and various other community issues.

2.47pm - Sgt R Conkling exited the meeting and did not return.

## **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 21<sup>st</sup> February 2018.

#### **RECOMMENDATION:**

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

#### **COUNCIL RESOLUTION**

**MIN 6600/18 MOTION - Moved Cr. A Wright** 2nd Cr. B Thomas

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

**CARRIED 8/0**

#### 6.1.2 Business Arising

Business Arising from the Minutes of the Shire of Narembeen Ordinary Meeting held Wednesday 21<sup>st</sup> February 2018.

Nil

## **7.0 Status Report**

#### **RECOMMENDATION:**

That the Status Report for March 2018 be received.

#### **COUNCIL RESOLUTION**

**MIN 6601/18 MOTION - Moved Cr. P Lines** 2nd Cr. B Cowan

*That the Status Report for March 2018 be received.*

**CARRIED 8/0**

**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:<br>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.<br>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<br>Kondinin - Approved<br>Awaiting approval for issue of new titles.<br>Cramphorne Rd - proceeding to settlement.<br>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.<br><br>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.<br>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:-<br>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'.<br>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.<br>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;<br>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.<br>3. Not proceed with any further action on clean-up of Lot 2 Latham Road, Naremben.<br>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:-<br>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.<br>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.<br>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:-<br>1. Endorse the actions of the RoeROC CEO's in review of the current Waste Collection and Disposal Contract.<br>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:-<br>1. Note the information, direction and timeframes provided in the Report.<br>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:<br>(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;<br>(ii) Correspondence to Avon Waste (as per contract) will be provided confirming:<br>a) the contract with Avon Waste ends on 30 June 2018;<br>b) advice of the anticipated contract renewal process commences with the calling of 'eQuotes' in January 2018; and<br>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.<br>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:-<br>1. Consider the replacement of the 3 wooden bench seats with aluminium plank bench seats (with a back).<br>2. Narembreen Engineering be engaged to undertake the works pending acceptance of the project in the February budget review.<br>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:-<br>1. Approves the Interpretation Plan Fee Proposal provided by Stephen Carrick Architects and Zebra Creative as presented.<br>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:-<br>1. To approve the proposed Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018 for advertising as presented in ATTACHMENT 2;<br>2. To give Statewide and local public notice and stating that:<br>I. The Shire of Narembreen proposes to make the Shire of Narembreen Animals, Environment and Nuisance Amendment Local Law 2018;<br>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<br>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.<br>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;<br>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;<br>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<br>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:-<br>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.<br>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.<br>3. Approve the Schedule of Contract Departures as attached for variations to the Licence to Use and Occupy Corridor Land as above.<br>4. Authorise the Shire President and the Chief Executive Officer to affix the Common Seal and sign the updated Licence Agreement document.<br>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:-<br>1. Appoint BGC Construction as the preferred contractor for the Design, Construction, Alterations & Additions to the Naremben Community Precinct Project RFT 01/2018.<br>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:-<br>1. Note the comments of the Audit Committee;<br>2. Approve the 2017 Compliance Audit Return;<br>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.<br>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:-<br>1. Remove the 1.5% credit card surcharge from Council's Fees and Charges;<br>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.<br>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                     |
|            |             |         |                                   |  |                                   |           |                         |

2.55pm - Cr P Lines exited the meeting.  
2.56pm - Cr P Lines returned to the meeting.  
2.56pm - Mr K Stone entered the meeting

## 8.0 REPORTS

### 8.2 Building Supervisor

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

|  |   |
|--|---|
| <b>Subject:</b>                          | Building Supervisors Report – March 2018      |
| <b>Applicant:</b>                        | N/A   |
| <b>File Ref:</b>                         | N/A   |
| <b>Disclosure of Interest (Staff):</b>   | Nil   |
| <b>Disclosure of Interest (Council):</b> | Nil   |
| <b>Author:</b>                           | Klint Stone, Building Supervisor              |
| <b>Date:</b>                             | 14 <sup>th</sup> March 2018                   |
| <b>Attachments:</b>                      | 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 6602/18**                    **MOTION** - Moved Cr. P Lines                    2nd Cr. B Cowan

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

**CARRIED 8/0**

## **COUNCIL RESOLUTION**

**MIN 6603/18**                    **MOTION** - Moved Cr. K Mortimore                    2nd Cr. A Hardham

*That Council approve the budget amendment of \$29,000 for the redevelopment of the Churchill Street Precinct (Apex Shed Area).*

**CARRIED 8/0**

3.05pm - Mr K Stone exited the meeting and did not return.

3.06pm - Cr P Lines exited the meeting.

3.07pm - Cr P Lines returned to the meeting.

**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         |
| <b>Total</b>                                    | <b>\$39,500</b> |

**Example of Skillion Shelter**



## Example of Screening



## 8.3 Acting Chief Executive Officer

### AGENDA ITEM: 8.3.1 – Acting Chief Executive Officer Report

|   |   |
|---|---|
| <b>Subject:</b>                         | Acting Chief Executive Officer Report                                 |
| <b>Applicant:</b>                       | N/A   |
| <b>File Ref:</b>                        | N/A   |
| <b>Disclosure of Interest (Staff):</b>  | Nil   |
| <b>Disclosure of Interest (Member):</b> | Nil   |
| <b>Author:</b>                          | Bonnie Cole   |
| <b>Date:</b>                            | 14 <sup>th</sup> March 2018   |
| <b>Attachments:</b>                     | 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 26<sup>th</sup> February 2018. Sheree also met with another Consultant on Wednesday 28<sup>th</sup> 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 26<sup>th</sup> 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 26<sup>th</sup> 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 15<sup>th</sup> 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 9<sup>th</sup> 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 26<sup>th</sup> to 28<sup>th</sup> 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.

### **COUNCIL RESOLUTION**

**MIN 6604/18 MOTION** – Moved: Cr. B Thomas                      2<sup>nd</sup>: Cr. S Stirrat

*That Council:-*

- 1. Give in principle support for the Narembeen Netball Club to erect a playground at the courts.*
- 2. Instruct staff to obtain a quote for the additional fencing and discuss costs with the Netball Club to ensure they are able to cover this cost.*
- 3. Instruct staff to write to the Netball Club to ensure they meet all required guidelines associated with the installation of playgrounds.*

**CARRIED 8/0**

3.23pm - Mr A Cousins entered the meeting

### **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.

### **COUNCIL RESOLUTION**

**MIN 6605/18 MOTION** – Moved: Cr. B Cowan                      2<sup>nd</sup>: Cr. K Mortimore

*That Council:-*

- 1. Give in principle support for the Narembeen Hockey Club to relocate the bowling club shed to the proposed location at the hockey oval near Dale Crescent, subject to no adverse feedback from residents of Dale Crescent.*
- 2. Instruct staff to write to the Narembeen Hockey Club to ensure they meet the required building permits associated with the erection of the shed.*

**CARRIED 8/0**







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](mailto:narembeenetballclub@gmail.com) to discuss this.

Kind Regards,

Rhiannon DeLuis  
Secretary

|                           |         |        |                                     |
|---------------------------|---------|--------|-------------------------------------|
| <b>SHIRE OF NAREMBEEN</b> |         |        |                                     |
| <b>RECEIVED:</b>          |         |        |                                     |
|                           |         |        |                                     |
| 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](mailto: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

|                           |  |        |  |
|---------------------------|--|--------|--|
| <b>SHIRE OF NAREMBEEN</b> |  |        |  |
| <b>RECEIVED:</b>          |  |        |  |
|                           |  |        |  |
| 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









## 8.1 Works Manager

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

|   |                                     |
|---|-------------------------------------|
| <b>Subject:</b>                         | Works Manager's Report - March 2018 |
| <b>Applicant:</b>                       | Arthur Cousins                      |
| <b>File Ref:</b>                        | NA                                  |
| <b>Disclosure of Interest (Staff):</b>  | Nil                                 |
| <b>Disclosure of Interest (Member):</b> | Nil                                 |
| <b>Author:</b>                          | Arthur Cousins, Works Manager       |
| <b>Date:</b>                            | 13 <sup>th</sup> March 2018         |
| <b>Attachments:</b>                     | 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 21<sup>st</sup> 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 6607/18**                      **MOTION** - Moved Cr. A Hardham                      2nd Cr. A Wright

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

**CARRIED 8/0**

3.54pm - Mr A Cousins exited the meeting and did not return.

## AGENDA ITEM: 8.3.2 - Wadderin Wildlife Reserve & Sanctuary

|   |   |
|---|---|
| <b>Subject:</b>                         | Waddderin Wildlife Reserve & Sanctuary      |
| <b>Applicant:</b>                       | Brian Cusack (President)                    |
| <b>File Ref:</b>                        | ADM552                                      |
| <b>Disclosure of Interest (Staff):</b>  | Nil   |
| <b>Disclosure of Interest (Member):</b> | Nil   |
| <b>Author:</b>                          | Bonnie Cole, Acting Chief Executive Officer |
| <b>Date:</b>                            | 12 March 2018                               |
| <b>Attachments:</b>                     | 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 21<sup>st</sup> 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 & Sanctuary for insurance and instruct staff to investigate annual contributions to Wadderin Wildlife Reserve & Sanctuary for future budgets.

## **COUNCIL RESOLUTION**

**MIN 6608/18 MOTION** - Moved Cr. A Wright

2nd Cr. A Hardham

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

**CARRIED 8/0**

4.00pm - Meeting adjourned in order for Councillors to inspect the new Emergency Service Facility and the Churchill Street Precinct Re-development Project (Apex Cake Stall Area).

4.42pm - Meeting re-commenced with all members present.

### **AGENDA ITEM: 8.3.3 - Employee Study Policy**

|   |   |
|---|---|
| <b>Subject:</b>                         | Employee Study Policy                             |
| <b>Applicant:</b>                       | Shire of Narembeen                                |
| <b>File Ref:</b>                        | ADM541  |
| <b>Disclosure of Interest (Staff):</b>  | Nil   |
| <b>Disclosure of Interest (Member):</b> | Nil   |
| <b>Author:</b>                          | Bonnie Cole, Executive Manager Corporate Services |
| <b>Date:</b>                            | 26 February 2018                                  |
| <b>Attachments:</b>                     | 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 to 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 6609/18**                      **MOTION** - Moved Cr.K Mortimore    2nd Cr. A Hardham

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

**CARRIED 8/0**



|  |
|--|
| <b>POLICY SECTION:</b> Employee matters    |
| <b>POLICY NUMBER:</b> 4.3.28               |
| <b>POLICY TITLE:</b> 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

|   |  |
|---|--|
| <b>Subject:</b>                         | Request to Purchase Crown Land   |
| <b>Applicant:</b>                       | Mr David Smoker  |
| <b>File Ref:</b>                        | ADM584   |
| <b>Disclosure of Interest (Staff):</b>  | Nil  |
| <b>Disclosure of Interest (Member):</b> | Nil  |
| <b>Author:</b>                          | Bonnie Cole, Acting Chief Executive Officer  |
| <b>Date:</b>                            | 13 <sup>th</sup> March 2018  |
| <b>Attachments:</b>                     | 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 6610/18**      **MOTION** – Moved Cr. P Lines

2<sup>nd</sup> Cr. S Stirrat

That Council:-

1. Instruct staff to contact the Department of Planning, Lands & Heritage to ascertain the ramifications and possibilities of the Mt Arrowsmith Reserve being sold and becoming privately owned.
2. Instruct staff to write to the Executive Committee of the Mt Arrowsmith Tennis Club and advise that the Shire of Narembeen have been approached by a local person to purchase the Mt Arrowsmith Tennis Club and seek their comment on the matter.

**CARRIED 8/0**

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](http://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

|   |                                      |
|---|--------------------------------------|
| <b>Subject:</b>                         | Sale of Skeleton Weed Vehicle NB7511 |
| <b>Applicant:</b>                       | Nil                                  |
| <b>File Ref:</b>                        | ADM468                               |
| <b>Disclosure of Interest (Staff):</b>  | Nil                                  |
| <b>Disclosure of Interest (Member):</b> | Nil                                  |
| <b>Author:</b>                          | Bonnie Cole                          |
| <b>Date:</b>                            | 13 March 2018                        |
| <b>Attachments:</b>                     | 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 9<sup>th</sup> 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 the vehicle.

## **COUNCIL RESOLUTION**

**MIN 6611/18**      **MOTION** - Moved Cr. P Lines                      2nd Cr. K Mortimore

*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 the vehicle.*

**CARRIED 8/0**



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

|   |   |
|---|---|
| <b>Subject:</b>                         | Narembeen Community Resource Centre Report        |
| <b>Applicant:</b>                       | N/A   |
| <b>File Ref:</b>                        | N/A   |
| <b>Disclosure of Interest (Staff):</b>  | Nil   |
| <b>Disclosure of Interest (Member):</b> | Nil   |
| <b>Author:</b>                          | Leanne Brooke-Mee                                 |
| <b>Date:</b>                            | 13 March 2018                                     |
| <b>Attachments:</b>                     | 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 6612/18**     **MOTION** - Moved Cr. P Lines                      2nd Cr. A Hardham

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

**CARRIED 8/0**

**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

|   |   |
|---|---|
| <b>Subject:</b>                         | February 2018 Schedule of Accounts          |
| <b>Applicant:</b>                       | Shire of Narembeen                          |
| <b>File Ref:</b>                        | N/A   |
| <b>Disclosure of Interest (Staff):</b>  | Nil   |
| <b>Disclosure of Interest (Member):</b> | Nil   |
| <b>Author:</b>                          | Bonnie Cole                                 |
| <b>Date:</b>                            | 13 <sup>th</sup> March 2018                 |
| <b>Attachments:</b>                     | 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:-

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

### **COUNCIL RESOLUTION**

**MIN 6613/18**      **MOTION** - Moved Cr. A Hardham                      2nd Cr. S Stirrat

*That Council:-*

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

**CARRIED 8/0**



# 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 | CID 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 | Dallcon                                     | 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 Naremben                | 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 Naremben 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 Naremben 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 Naremben          | 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              |
| <b>EFT Payments</b> |            |   |  |    | <b>\$930,397.39</b> |

| 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        |
| <b>Cheque Payments</b> |            |                                       |  | <b>\$ 29,292.97</b> |

| 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            |
| <b>Direct Debit Payments</b>    |            |   |                                  | <b>\$ 26,616.73</b> |
| <b>Total Municipal Payments</b> |            |   |                                  | <b>\$986,307.09</b> |



### 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                       | Pneumatic Solutions | Solenoid Valve for NB6789   | \$ 221.78          |
| 19/02/2018                       | Officeworks         | HDMI Cable for Chambers     | \$ 35.83           |
| <b>EMCS Credit Card Payments</b> |                     |                             | <b>\$ 1,620.21</b> |



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                         | <b>\$1,620.21</b> |
| Cash Advances & Balance Transfers | <b>\$0.00</b>     |

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           |
| <b>Total</b> |                        |             | <b>\$1,620.21</b> | <b>\$0.00</b> |

**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**

|                                     |                   |
|-------------------------------------|-------------------|
| <b>Opening Balance</b>              | <b>\$1,133.10</b> |
| Purchases                           | \$0.00            |
| Withdrawals                         | \$0.00            |
| (Cash Advances & Balance Transfers) |                   |
| Interest & Other Charges            | \$0.00            |
| Payments & Other Credits            | \$1,133.10 CR     |
| <b>Closing Balance</b>              | <b>\$0.00</b>     |

**PAYMENT REQUIRED**

|   |                            |
|---|----------------------------|
| Account Name  | <b>SHIRE OF NAREMBEEN</b>  |
| Account Number                                      | <b>5586 0290 5108 5264</b> |
| 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                   |
| <b>TOTAL</b>           |                  | <b>\$10,000.00</b> | <b>\$0.00</b>           | <b>\$0.00</b>            | <b>\$1,133.10 CR</b>     |

**YOUR INTEREST RATES**

|           |             |                   |             |      |             |
|-----------|-------------|-------------------|-------------|------|-------------|
| Purchases | 17.99% p.a. | Balance Transfers | 17.99% p.a. | Cash | 17.99% p.a. |
|-----------|-------------|-------------------|-------------|------|-------------|

**YOUR TRANSACTION SUMMARY**

| Date         | Description            | Debit         | Credit               |
|--------------|------------------------|---------------|----------------------|
| 21 FEB 18    | PERIODICAL PAYMENTS 06 |               | \$1,133.10           |
| <b>Total</b> |                        | <b>\$0.00</b> | <b>\$1,133.10 CR</b> |

*No charges*  
*BK Cole* 

060BC3C 000112 000366

## AGENDA ITEM 8.3.8: - Financial Report February 2018

|   |  |
|---|--|
| <b>Subject:</b>                         | Financial Report February 2018   |
| <b>Applicant:</b>                       | Shire of Narembeen   |
| <b>File Ref:</b>                        | N/A  |
| <b>Disclosure of Interest (Staff):</b>  | N/A  |
| <b>Disclosure of Interest (Member):</b> | N/A  |
| <b>Author:</b>                          | Bonnie Cole, Executive Manager Corporate Services 12   |
| <b>Date:</b>                            | March 2018   |
| <b>Attachments:</b>                     | February 2018 Financial Report, Bank Reconciliation for<br>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

- 5.28pm - Cr B Thomas exited the meeting
- 5.28pm - Cr A Hardham exited the meeting
- 5.30pm - Cr B Thomas returned to the meeting
- 5.30pm - Cr A Hardham returned to the meeting.

## **OFFICER RECOMMENDATION**

That Council:

1. Receive the Shire of Narembreen'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 Narembreen 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 6614/18**      **MOTION** - Moved Cr. B Thomas                      2nd Cr. B Cowan

*That Council:-*

- 1. Receive the Shire of Narembreen'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 Narembreen Community Resource Centre Financial Report for the Month of February 2018.*
- 4. Receive the Outstanding Rates Report as at 9th March 2018.*

**CARRIED 8/0**

**SHIRE OF NAREMBEEN**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 28 February 2018**

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

**TABLE OF CONTENTS**

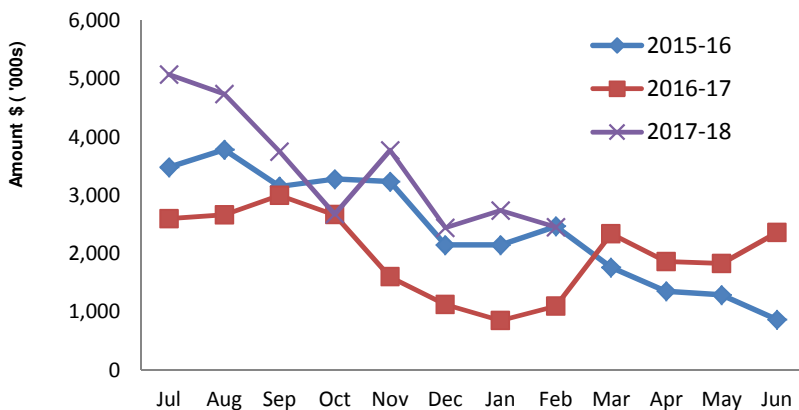
|   |                                   |
|---|-----------------------------------|
| Compilation Report                                |                                   |
| Monthly Summary Information                       |                                   |
| Statement of Financial Activity by Program        |                                   |
| Statement of Financial Activity By Nature or Type |                                   |
| Statement of Budget Amendments                    |                                   |
| Note 1  | Significant Accounting Policies   |
| Note 2  | Explanation of Material Variances |
| Note 3  | Net Current Funding Position      |
| Note 4  | Cash and Investments              |
| Note 5  | Budget Amendments                 |
| Note 6  | Receivables                       |
| Note 7  | Cash Backed Reserves              |
| Note 8  | Capital Disposals                 |
| Note 9  | Rating Information                |
| Note 10   | Information on Borrowings         |
| Note 11   | Grants and Contributions          |
| Note 12   | Trust                             |
| Note 13   | Capital Expenditure               |

# Shire of Narembeen

## Monthly Summary Information

For the Period Ended 28 February 2018

**Liquidity Over the Year (Refer Note 3)**



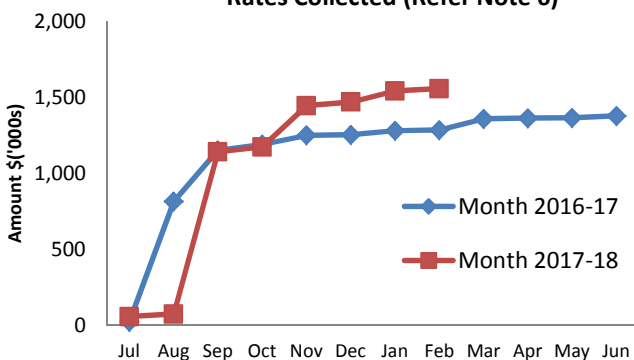
**Cash and Cash Equivalents as at period end**

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

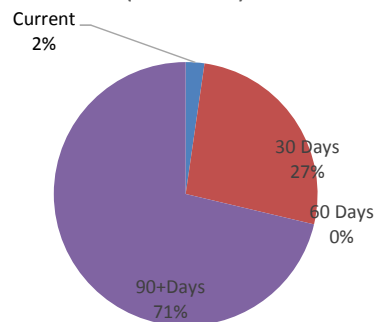
**Receivables**

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

**Rates Collected (Refer Note 6)**



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

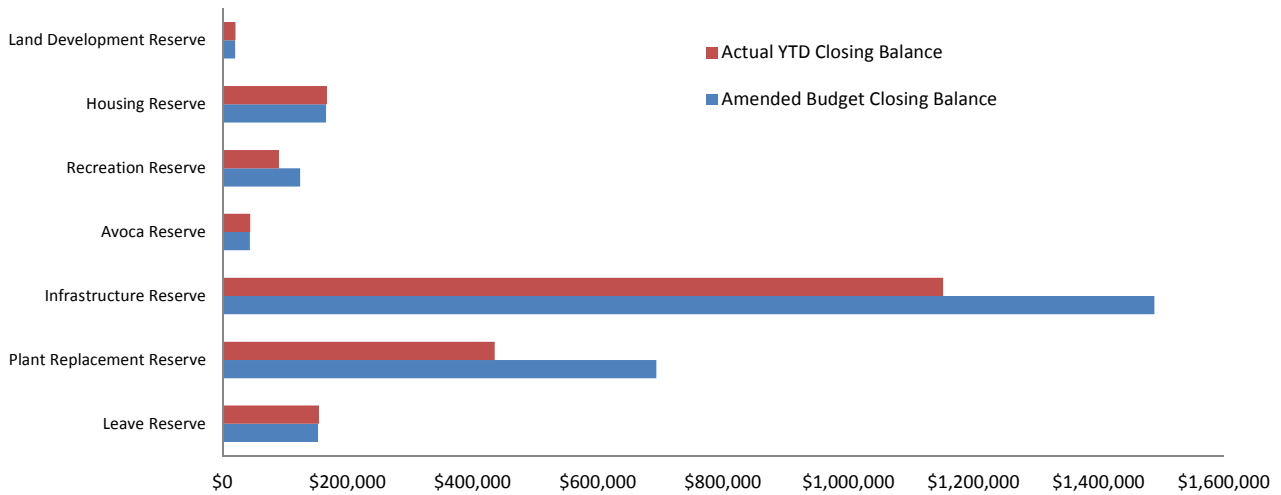


**Comments**

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.

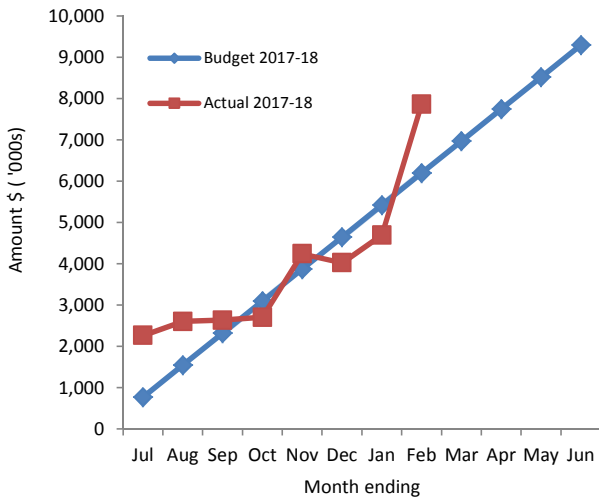
# Shire of Narembeen

## Monthly Summary Information

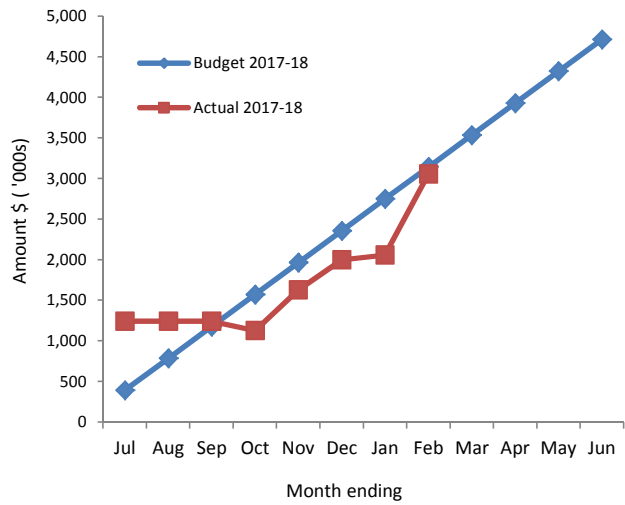
For the Period Ended 28 February 2018

### Revenues

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

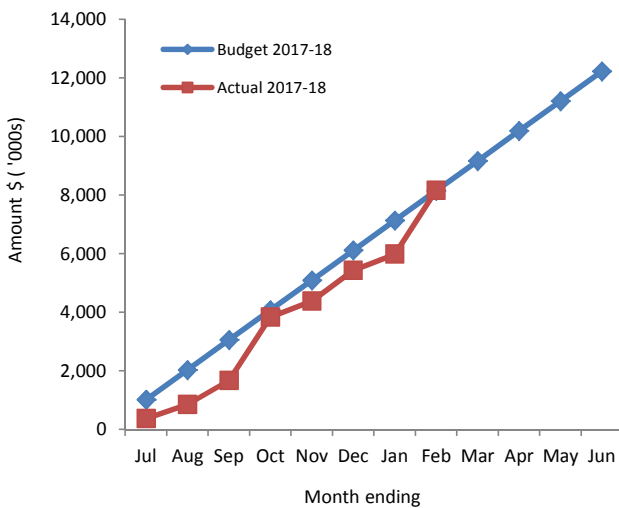


**Budget Capital Revenue -v- Actual (Refer Note 2)**

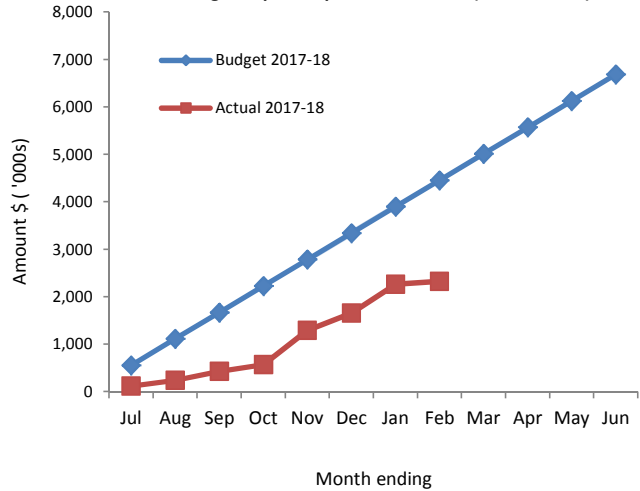


### Expenditure

**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. |
|--|------|-----------------------|------------------------|--------------------|--------------------|--------------------|------|
| <b>Operating Revenues</b>                    |      | \$                    | \$                     | \$                 | \$                 | %                  |      |
| 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%              |      |
| <b>Total Operating Revenue</b>               |      | <b>8,234,627</b>      | <b>7,864,112</b>       | <b>5,228,946</b>   | <b>(2,635,165)</b> |                    |      |
| <b>Operating Expense</b>                     |      |                       |                        |                    |                    |                    |      |
| 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%)           | ▼    |
| <b>Total Operating Expenditure</b>           |      | <b>(12,233,385)</b>   | <b>(8,161,680)</b>     | <b>(7,074,742)</b> | <b>1,086,938</b>   |                    |      |
| <b>Funding Balance Adjustments</b>           |      |                       |                        |                    |                    |                    |      |
| 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                  |                    |      |
| <b>Net Cash from Operations</b>              |      | <b>(438,258)</b>      | <b>2,046,712</b>       | <b>440,406</b>     | <b>(1,606,305)</b> |                    |      |
| <b>Capital Revenues</b>                      |      |                       |                        |                    |                    |                    |      |
| 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             |                    | ▲    |
| <b>Total Capital Revenues</b>                |      | <b>5,751,723</b>      | <b>3,056,880</b>       | <b>2,281,570</b>   | <b>(775,310)</b>   |                    |      |
| <b>Capital Expenses</b>                      |      |                       |                        |                    |                    |                    |      |
| 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%              |      |
| <b>Total Capital Expenditure</b>             |      | <b>(6,682,895)</b>    | <b>(2,325,447)</b>     | <b>(2,325,447)</b> | <b>0</b>           |                    |      |
| <b>Net Cash from Capital Activities</b>      |      | <b>(931,172)</b>      | <b>731,433</b>         | <b>(43,877)</b>    | <b>(775,310)</b>   |                    |      |
| <b>Financing</b>                             |      |                       |                        |                    |                    |                    |      |
| 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%              |      |
| <b>Net Cash from Financing Activities</b>    |      | <b>(741,995)</b>      | <b>(161,975)</b>       | <b>(138,523)</b>   | <b>23,452</b>      |                    |      |
| <b>Net Operations, Capital and Financing</b> |      | <b>(2,111,425)</b>    | <b>2,616,170</b>       | <b>258,006</b>     | <b>(2,358,163)</b> |                    |      |
| <b>Opening Funding Surplus(Deficit)</b>      | 3    | <b>2,111,425</b>      | <b>2,111,425</b>       | <b>1,998,523</b>   | <b>(112,902)</b>   |                    |      |
| <b>Closing Funding Surplus(Deficit)</b>      | 3    | <b>0</b>              | <b>4,727,595</b>       | <b>2,256,529</b>   | <b>(2,471,065)</b> |                    |      |

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)     |
|---|------|-----------------------|--------------------|
| <b>Operating Revenues</b>                     |      | \$                    | \$                 |
| 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              |
| <b>Total Operating Revenue</b>                |      | <b>9,301,991</b>      | <b>5,228,947</b>   |
| <b>Operating Expense</b>                      |      |                       |                    |
| 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)           |
| <b>Total Operating Expenditure</b>            |      | <b>(12,233,385)</b>   | <b>(7,074,742)</b> |
| <b>Funding Balance Adjustments</b>            |      |                       |                    |
| 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                  |
| <b>Net Cash from Operations</b>               |      | <b>629,106</b>        | <b>440,407</b>     |
| <b>Capital Revenues</b>                       |      |                       |                    |
| Grants, Subsidies and Contributions           | 11   | 4,585,359             | 2,255,102          |
| Proceeds from Disposal of Assets              | 8    | 99,000                | 26,468             |
| <b>Total Capital Revenues</b>                 |      | <b>4,684,359</b>      | <b>2,281,570</b>   |
| <b>Capital Expenses</b>                       |      |                       |                    |
| 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)           |
| <b>Total Capital Expenditure</b>              |      | <b>(6,682,895)</b>    | <b>(2,325,447)</b> |
| <b>Net Cash from Capital Activities</b>       |      | <b>(1,998,536)</b>    | <b>(43,877)</b>    |
| <b>Financing</b>                              |      |                       |                    |
| 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)          |
| <b>Net Cash from Financing Activities</b>     |      | <b>(741,995)</b>      | <b>(138,523)</b>   |
| <b>Net Operations, Capital and Financing</b>  |      | <b>(2,111,425)</b>    | <b>258,007</b>     |
| <b>Opening Funding Surplus(Deficit)</b>       | 3    | <b>2,111,425</b>      | <b>1,998,523</b>   |
| <b>Closing Funding Surplus(Deficit)</b>       | 3    | <b>0</b>              | <b>2,256,530</b>   |

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<br>Amendments<br>(Note 5) | Amended Annual<br>Budget |
|--|--------------------|--|--------------------------|
| <b>Operating Revenues</b>                    | \$                 | \$                                       | \$                       |
| 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                |
| <b>Operating Expense</b>                     |                    |  |                          |
| 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)             |
| <b>Funding Balance Adjustments</b>           |                    |  |                          |
| Add back Depreciation                        | 3,516,500          |  | 3,516,500                |
| Adjust (Profit)/Loss on Asset Disposal       | 44,000             |  | 44,000                   |
| <b>Net Cash from Operations</b>              | <b>629,106</b>     | <b>0</b>                                 | <b>629,106</b>           |
| <b>Capital Revenues</b>                      |                    |  |                          |
| 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                |
| <b>Capital Expenses</b>                      |                    |  |                          |
| 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)              |
| <b>Net Cash from Capital Activities</b>      | <b>(1,998,536)</b> | <b>(19,000)</b>                          | <b>(2,017,536)</b>       |
| <b>Financing</b>                             |                    |  |                          |
| 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)                |
| <b>Net Cash from Financing Activities</b>    | <b>(741,995)</b>   | <b>(32,000)</b>                          | <b>(773,995)</b>         |
| <b>Net Operations, Capital and Financing</b> | <b>(2,111,425)</b> | <b>(51,000)</b>                          | <b>(2,162,425)</b>       |
| <b>Opening Funding Surplus(Deficit)</b>      | <b>2,111,425</b>   |  | <b>2,111,425</b>         |
| <b>Closing Funding Surplus(Deficit)</b>      | <b>0</b>           | <b>(51,000)</b>                          | <b>(51,000)</b>          |

**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**

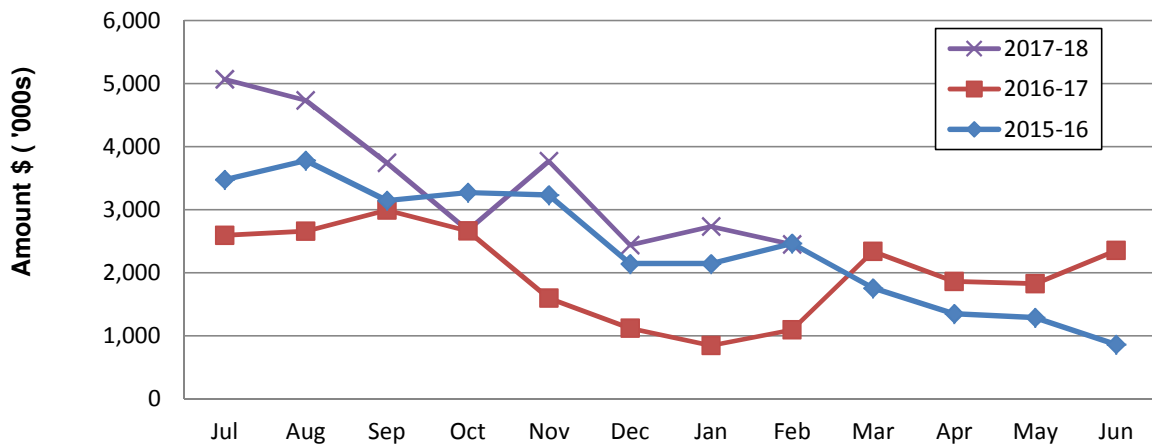
| Reporting Program                   | Var. \$     | Var. %   | Var. | Timing/<br>Permanent | Explanation of Variance  |
|-------------------------------------|-------------|----------|------|----------------------|--|
| <b>Operating Revenues</b>           | \$          | %        |      |                      |  |
| 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   |
| <b>Operating Expenditure</b>        |             |          |      |                      |  |
| 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  |
| <b>Capital Revenues</b>             |             |          |      |                      |  |
| Grants, Subsidies and Contributions | (801,778)   | (26.23%) |      |                      | Profile allocations  |
| Proceeds from Disposal of Assets    | 26,468      |          |      |                      |  |
| <b>Capital Expenses</b>             |             |          |      |                      | 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 |
|                                     |      | \$               | \$               | \$                    |
| <b>Current Assets</b>               |      |                  |                  |                       |
| 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             |
| <b>Less: Current Liabilities</b>    |      |                  |                  |                       |
| 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                |
| <b>Net Current Funding Position</b> |      | <b>2,256,530</b> | <b>2,453,691</b> | <b>847,521</b>        |

**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 |
|--------------------------|---------------|------------------|------------------|---------------|---------------|------------------|-------------|---------------|
| <b>(a) Cash Deposits</b> |               |                  |                  |               |               |                  |             |               |
| 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>(b) Term Deposits</b> |               |                  |                  |               |               |                  |             |               |
| 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     |
| <b>Total</b>             |               | <b>2,127,066</b> | <b>2,150,220</b> | <b>20,717</b> | <b>97,941</b> | <b>4,395,944</b> |             |               |

**Comments/Notes - Investments**



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

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

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

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

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

**Note 6: RECEIVABLES**

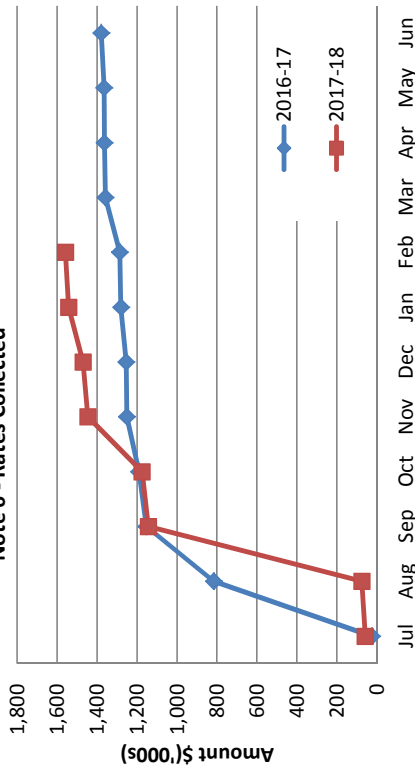
**Receivables - Rates Receivable**

|                                 |  |
|---------------------------------|--|
| Opening Arrears Previous Years  |  |
| Levied this year                |  |
| <u>Less Collections to date</u> |  |
| Equals Outstanding              |  |

**Net Rates Collectable**  
 % Collected

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

**Note 6 - Rates Collected**



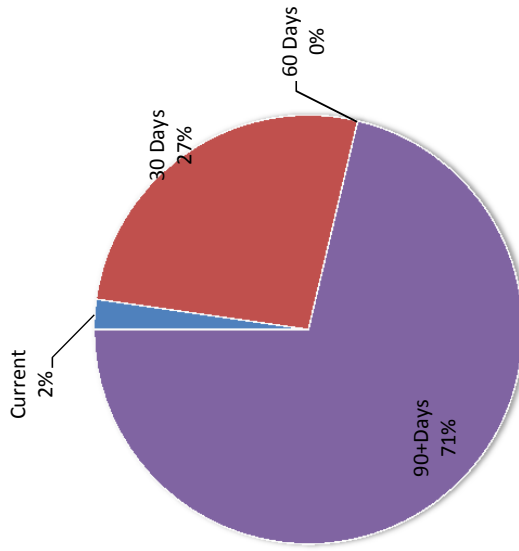
**Comments/Notes - Receivables Rates**

**Receivables - General**

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

**Amounts shown above include GST (where applicable)**

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



**Comments/Notes - Receivables General**

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

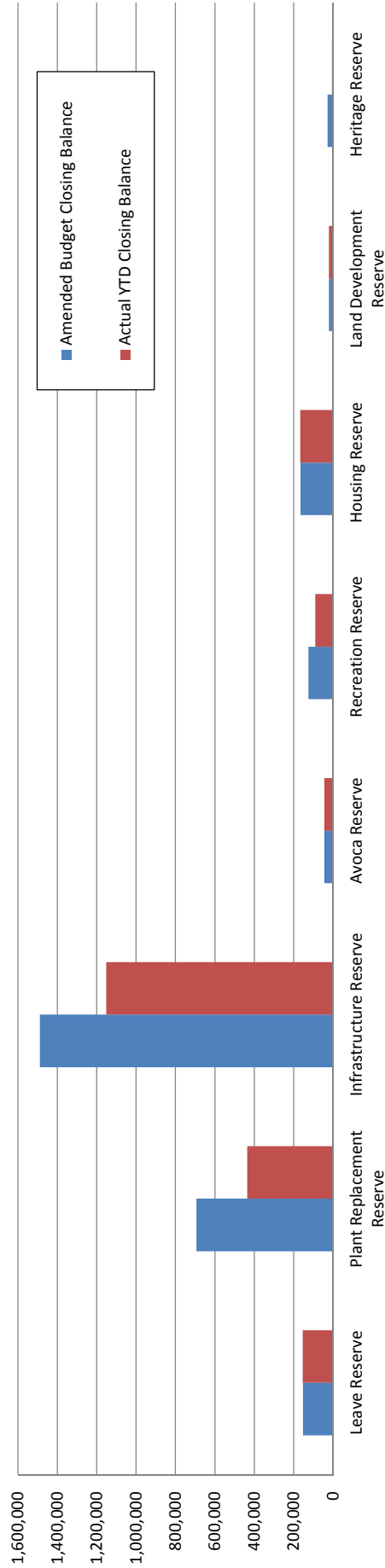


**SHIRE OF NAREMBEEN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 28 February 2018

**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                     |
|                                 | <b>2,047,260</b> | <b>0</b>                       | <b>20,502</b>          | <b>683,630</b>                  | <b>82,243</b>           | <b>0</b>                         | <b>0</b>                 | <b>0</b>               | <b>2,730,890</b>               | <b>2,150,005</b>           |

**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               | <b>Plant and Equipment</b> | (5,000)                             | 0                    | 5,000        |          |
| 28,000         | (18,274)                                   | 9,808         | (11,323)        | Community Bus              | (22,000)                            | -11,323              | 10,677       |          |
|                |  |               | 82              | NB175 Ford Ranger          | (22,000)                            | 82                   | 22,082       |          |
| 40,000         | (10,696)                                   | 0             | 0               | NB806 - Ford Ranger        | 5,000                               | 0                    | (5,000)      |          |
| 6,000          | (3,756)                                    | 6,818         | (29,304)        | NB270 - 2009 Case Tractor  |                                     | (29,304)             | (29,304)     |          |
|                |  |               | 4,574           | NB393 - Fire Truck         |                                     | 4,574                | 4,574        |          |
|                |  |               |                 | NB3524 - Low Loader        |                                     |                      |              |          |
| <b>103,000</b> | <b>(40,560)</b>                            | <b>26,468</b> | <b>(35,972)</b> |                            | <b>(44,000)</b>                     | <b>(35,972)</b>      | <b>8,028</b> |          |

**Comments - Capital Disposal/Replacements**

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

| <b>Note 9: RATING INFORMATION</b> |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
|-----------------------------------|-------------------|-----------------------------|--------------------------|------------------------|-------------------------|----------------------|-------------------------|---------------------------------------|---------------------------------------|------------------------------------|--|
| <b>RATE TYPE</b>                  | <b>Rate in \$</b> | <b>Number of Properties</b> | <b>Rateable Value \$</b> | <b>Rate Revenue \$</b> | <b>Interim Rates \$</b> | <b>Back Rates \$</b> | <b>Total Revenue \$</b> | <b>Amended Budget Rate Revenue \$</b> | <b>Amended Budget Interim Rate \$</b> | <b>Amended Budget Back Rate \$</b> | <b>Amended Budget Total Revenue \$</b> |
| <b>General Rate</b>               |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
| 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                                    |
| <b>Sub-Totals</b>                 |                   | 552                         | 99,182,852               | 1,621,950              | 8,521                   | 0                    | 1,629,107               | 1,621,947                             | 0                                     | 0                                  | 1,621,947                              |
| <b>Minimum Payment</b>            |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
| 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                                  |
| <b>Sub-Totals</b>                 |                   | 71                          | 646,384                  | 31,150                 | 0                       | 0                    | 31,150                  | 31,595                                | 0                                     | 0                                  | 31,595                                 |
| <b>Discount</b>                   |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
| <b>Amount from General Rates</b>  |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
| Specified Area Rates              |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
| <b>Totals</b>                     |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    |  |
|                                   |                   |                             |                          |                        |                         |                      | 1,660,257               |                                       |                                       |                                    | 1,653,542                              |
|                                   |                   |                             |                          |                        |                         |                      | (46,779)                |                                       |                                       |                                    | (49,607)                               |
|                                   |                   |                             |                          |                        |                         |                      | <b>1,613,478</b>        |                                       |                                       |                                    | <b>1,603,935</b>                       |
|                                   |                   |                             |                          |                        |                         |                      |                         |                                       |                                       |                                    | <b>1,603,935</b>                       |

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<br>1-Jul-17 | New<br>Loans | Principal<br>Repayments |                         | Principal<br>Outstanding |                         | Interest<br>Repayments |                         |
|-----------------------------------|-----------------------|--------------|-------------------------|-------------------------|--------------------------|-------------------------|------------------------|-------------------------|
|                                   |                       |              | Actual<br>\$            | Amended<br>Budget<br>\$ | Actual<br>\$             | Amended<br>Budget<br>\$ | Actual<br>\$           | Amended<br>Budget<br>\$ |
| 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<br>GL                    | Grant Provider                  | 2017-18<br>Amended<br>Budget | Operating        | Capital          | Recoup Status    |                  |
|--|---------------------------------|------------------------------|------------------|------------------|------------------|------------------|
|  |                                 |                              |                  |                  | Received         | Not Received     |
| <b>GENERAL PURPOSE FUNDING</b>           |                                 | \$                           | \$               | \$               | \$               | \$               |
| 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            |
| <b>LAW, ORDER, PUBLIC SAFETY</b>         |                                 |                              |                  |                  |                  |                  |
| 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)          |
| <b>HOUSING</b>                           |                                 |                              |                  |                  |                  |                  |
| Emergency Services building              |                                 | 450,000                      |                  | 450,000          | 931,138          | 0                |
| Health                                   |                                 |                              |                  |                  |                  |                  |
| Doctor Surgery                           | NSRF                            | 477,200                      |                  | 477,200          |                  | 477,200          |
| <b>COMMUNITY AMENITIES</b>               |                                 |                              |                  |                  |                  |                  |
| 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                |
| <b>RECREATION AND CULTURE</b>            |                                 |                              |                  |                  |                  |                  |
| Lesser Hall                              | Lotterywest                     | 100,000                      |                  | 100,000          |                  | 100,000          |
| Pool grant                               | DSR                             | 32,000                       | 32,000           |                  |                  | 32,000           |
| <b>TRANSPORT</b>                         |                                 |                              |                  |                  |                  |                  |
| 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        |
| <b>ECONOMIC SERVICES</b>                 |                                 |                              |                  |                  |                  |                  |
| Skeleton Weed Funding                    | DAFFWA                          | 154,000                      | 154,000          |                  | 154,000          | 0                |
| <b>TOTALS</b>                            |                                 | <b>10,560,965</b>            | <b>6,045,606</b> | <b>4,463,859</b> | <b>3,827,790</b> | <b>7,162,814</b> |
| 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<br>Balance<br>1 Jul 17 | Amount<br>Received | Amount<br>Paid | Closing<br>Balance<br>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                           |
|                                      | <b>19,018</b>                  | <b>4,852</b>       | <b>(3,738)</b> | <b>20,131</b>                   |

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 |
|-------------------------------|--|-----------------------|----------------|-----------------------|--------|
|                               | <b>Buildings</b>   |                       |                |                       |        |
|                               | <b>Governance</b>  |                       |                |                       |        |
| ○                             | Office Car Park  | (41,035)              | 30,272         | 10,763                |        |
| ○                             | Administration Patio                                     | (10,000)              | 13,218         | (3,218)               |        |
|                               | <b>Governance Total</b>                                  | <b>(51,035)</b>       | <b>43,490</b>  | <b>7,545</b>          |        |
|                               | <b>Community Amenities</b>                               |                       |                |                       |        |
|                               | 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                |        |
|                               | <b>Community Amenities Total</b>                         | <b>(705,150)</b>      | <b>27,097</b>  | <b>588,486</b>        |        |
|                               | <b>Law, Order and Public Safety</b>                      |                       |                |                       |        |
| ○                             | Emergency Services Buildings                             | (688,000)             | 451,946        | 236,054               |        |
| ○                             | <b>Health Total</b>                                      | <b>(688,000)</b>      | <b>451,946</b> | <b>236,054</b>        |        |
|                               | <b>Health</b>  |                       |                |                       |        |
| ○                             | Doctor Surgery Extension                                 | (477,200)             | 54,290         | 422,910               |        |
| ○                             | <b>Health Total</b>                                      | <b>(477,200)</b>      | <b>54,290</b>  | <b>422,910</b>        |        |
|                               | <b>Housing</b>   |                       |                |                       |        |
| ○                             | 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                |        |
| ○                             | <b>Housing Total</b>                                     | <b>(34,500)</b>       | <b>7,680</b>   | <b>26,820</b>         |        |
|                               | <b>Recreation And Culture</b>                            |                       |                |                       |        |
|                               | 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                |        |
| ○                             | <b>Recreation And Culture Total</b>                      | <b>(221,000)</b>      | <b>9,206</b>   | <b>151,794</b>        |        |
|                               | <b>Transport</b>   |                       |                |                       |        |
|                               | 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                |        |
| ○                             | <b>Transport Total</b>                                   | <b>(59,500)</b>       | <b>12,752</b>  | <b>25,000</b>         |        |
|                               | <b>Buildings Total</b>                                   | <b>(2,266,385)</b>    | <b>606,462</b> | <b>1,451,063</b>      |        |

**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 |
|-------------------------------|--|-----------------------|------------------|-----------------------|--------|
|                               | <b>Furniture &amp; Office Equip.</b>       |                       |                  |                       |        |
| ○                             | Government Photocopier                     | (10,500)              | 9,007            | 1,493                 |        |
| ○                             | <b>Government Total</b>                    | <b>(10,500)</b>       | <b>9,007</b>     | <b>1,493</b>          |        |
|                               | <b>Recreation And Culture</b>              |                       |                  |                       |        |
| ○                             | Electronic Shire Sign                      | (20,000)              | 0                | 20,000                |        |
| ○                             | <b>Recreation And Culture Total</b>        | <b>(20,000)</b>       | <b>0</b>         | <b>20,000</b>         |        |
|                               | <b>Economic Services</b>                   |                       |                  |                       |        |
| ○                             | Upgrade Standpipe Controllers              | (20,000)              | 19,927           | 73                    |        |
| ○                             | <b>Economic Services Total</b>             | <b>(20,000)</b>       | <b>19,927</b>    | <b>73</b>             |        |
| ○                             | <b>Furniture &amp; Office Equip. Total</b> | <b>(50,500)</b>       | <b>28,934</b>    | <b>20,000</b>         |        |
|                               | <b>Plant, Equip. &amp; Vehicles</b>        |                       |                  |                       |        |
|                               | <b>Law, Order and Public Safety</b>        |                       |                  |                       |        |
| ○                             | Fire Brigade Truck                         | 0                     | 363,138          | (363,138)             |        |
| ○                             | <b>Community Amenities Total</b>           | <b>0</b>              | <b>363,138</b>   | <b>(363,138)</b>      |        |
| ○                             | <b>Community Amenities</b>                 | <b>(140,000)</b>      | <b>0</b>         | <b>140,000</b>        |        |
| ○                             | <b>Community Amenities Total</b>           | <b>(140,000)</b>      | <b>0</b>         | <b>140,000</b>        |        |
|                               | <b>Transport</b>                           |                       |                  |                       |        |
| ○                             | 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               |        |
| ○                             | <b>Transport Total</b>                     | <b>(263,000)</b>      | <b>109,124</b>   | <b>3,876</b>          |        |
|                               | <b>Plant, Equip. &amp; Vehicles Total</b>  | <b>(463,000)</b>      | <b>472,263</b>   | <b>(339,263)</b>      |        |
|                               | <b>Roads</b>                               |                       |                  |                       |        |
|                               | <b>Transport</b>                           |                       |                  |                       |        |
| ○                             | 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                |        |
| ○                             | MID 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             |        |
| ○                             | <b>Transport Total</b>                     | <b>(3,993,010)</b>    | <b>1,217,789</b> | <b>2,786,862</b>      |        |
| ○                             | <b>Roads (Non Town) Total</b>              | <b>(6,682,895)</b>    | <b>2,325,447</b> | <b>4,038,663</b>      |        |
| ○                             | <b>Capital Expenditure Total</b>           | <b>(6,682,895)</b>    | <b>2,325,447</b> | <b>4,038,663</b>      |        |



# 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             |
| <b>Balance as per GL Cash at Bank GEN</b> | <b>\$ 590,324.95</b> | <b>\$ 1,527,891.00</b> | <b>\$ 2,150,220.44</b> | <b>\$ 19,881.26</b> |
| <b>Plus</b>                               |                      |                        |                        |                     |
| Unpresented Cheques/EFT                   | 28,886.32            |                        |                        | 835.26              |
| <b>Outstanding as per Synergy report</b>  | <b>28,886.32</b>     | <b>0.00</b>            | <b>0.00</b>            | <b>835.26</b>       |
| <b>PLUS</b>                               |                      |                        |                        |                     |
| 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                |                        |                        |                     |
| <b>TOTAL</b>                              | <b>(20,035.85)</b>   | <b>(1,280,000.00)</b>  | <b>0.00</b>            | <b>0.00</b>         |
| <b>Total</b>                              | <b>\$ 599,175.42</b> | <b>\$ 247,891.00</b>   | <b>\$ 2,150,220.44</b> | <b>\$ 20,716.52</b> |
| <b>Balance as per BW Statement</b>        | <b>\$ 599,175.42</b> | <b>\$ 247,891.00</b>   | <b>\$ 2,150,220.44</b> | <b>\$ 20,716.52</b> |
| <b>Difference</b>                         | <b>\$ -</b>          | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>         |

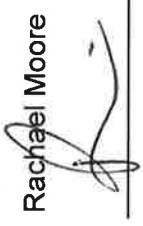
OUTSTANDING CHEQUES


|             |       |    |           |  |  |
|-------------|-------|----|-----------|--|--|
| <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<br>Letter sent 09/10/17<br>01/11/2017 - sent to AMPAC<br>13/12/17 payment plan agreement signed<br>Legal fees  |
| A1058        | 17 Doreen Street   | \$ 2,238.52        | Owner rang on 22/11/16 advising to set up weekly repayments of \$100.<br>No repayments demand letter sent 10/02/17<br>Contact made payments recommenced  |
| A1069        | 28 Thomas Street   | \$ 386.71          | Agreed to pay \$50 per fortnight. 14/01/17 sent final notice<br>02/01/18 letter sent overdue agreement<br>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,<br>Payment plan \$50 per fortnight 20/01/17<br>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<br>Payment plan in place   |
| A1096        | 4 Churchill        | \$ 1,520.49        | Final notice sent<br>09/10/17 sent letter<br>04/12/17 Emailed settlement agent<br>20/02/18 Still waiting on settlement   |
| A1116        | 15 Doreen          | \$ 1,498.23        | Final notice sent<br>09/10/17 sent letter<br>01/11/17 sent to AMPAC<br>Payment plan  |
| A1124        | 41 Currall         | \$ 1,212.21        | Final notice sent<br>Part payment made<br>01/11/17 sent to AMPAC   |
| A1138        | Telstra            | \$ 24.20           | Final notice sent<br>Late payment - interest   |
| A1157        | 13 Doreen          | \$ 634.93          | Final notice sent<br>09/10/17 sent letter<br>01/11/17 sent to AMPAC<br>11/12/17 made contact re payment, updated address details - Legal fees outstanding  |
| A1182        | 17 Currall Street  | \$ 12.06           | Final notice sent<br>09/10/17 sent letter<br>01/11/17 sent to AMPAC<br>Short payment due to interest   |
| A1185        | 3 Ada Street       | \$ 469.97          | Final notice sent<br>Part payment made<br>01/12/17 letter sent<br>11/01/18 payment plan in place   |
| A1197        | 23 Doreen          | \$ 459.74          | Final notice sent<br>09/10/17 sent letter<br>Payment plan \$100 per FN   |
| A1249        | 11 Wakeman Street  | \$ 1,718.93        | Reminder Letter sent 25/10/16, 17/01/17 sent final notice -<br>10/11/16 payment plan- no payments<br>Demand letter sent 10/02/17<br>Sent to Ampac 09/03/17<br>15/05/17 plan to pay \$100 per fortnight<br>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<br>10/02/17 sent to AMPAC<br>02/03/2017 contacted to advise will email a payment plan<br>02/03/17 agreement to pay \$100 per fortnight -<br>09/10/17 reminder letter of payment plan<br>20/02/18 letter sent re payment plan |

|       |                                |              |  |
|-------|--------------------------------|--------------|--|
| A1259 | 23 Currall                     | \$ 479.61    | Final notice sent<br>Part payment made<br>Letter sent 01/12/17<br>02/01/18 sent to AMPAC<br>Payment plan in place  |
| A1261 | 11 Northmore Street            | \$ 2,952.74  | Reminder Letter sent 25/10/16, 17/01/17 sent final notice-<br>01/02/17 advised will pay \$500 per fortnigh<br>Reminder of plan sent 22/03/17<br>Final notice 04/04/17<br>Sent to AMPAC.<br>Skip trace done - not located<br>Address obtained from WaterCorp - Final notice sent<br>09/10/17 AMPAC advised to reissue notice<br>Part payment made |
| A1309 | 46 Cheetham                    | \$ 999.18    | Final notice sent<br>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<br>After harvest payment, email sent requesting payment<br>plan<br>03/03/17 emailed regarding commencement of payment<br>plan - confirmed payments to commence<br>05/01/18 letter re payments plan<br>06/02/18 Sent to AMPAC  |
| A4072 | Narembeen Boundary Road        | \$ 2,500.52  | Final notice sent<br>10/10/17 letter sent<br>05/01/18 letter re payment plan<br>06/02/18 Sent to AMPAC   |
| A4076 | Triangle Road                  | \$ 19.53     | Late payment<br>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<br>10/10/17 letter sent<br>17/10/17 advised that payment will be made late January<br>after harvest<br>24/1/17 short paid due to interest<br>20/02/18 letter sent  |
| A5195 | Narembeen South Road           | \$ 6,693.90  | Waiting on owner dispute over sale<br>06/11/17 Settlement agent advised paperwork to be<br>signed by owner<br>11/12/17 Owner to finalise with bank<br>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<br>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          |
|                | <b>\$ 139,827.24</b> |

# 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                     |                     | <u>\$391,013.49</u> |
| Cost of Sales                    |                     |                     |
| Gross Profit                     |                     | <u>\$391,013.49</u> |
| Expenses                         |                     |                     |
| Grant and Funding Expenses       |                     |                     |
| Operational Expenses             |                     |                     |
| ICT Support & Development        | \$3,334.55          |                     |
| Staff Training                   | \$312.36            |                     |
| Traineeship                      | \$747.50            |                     |
| Total Operational Expenses       | <u>\$4,394.41</u>   |                     |
| 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     | <u>\$270,383.37</u> |                     |
| Merchandise Purchases            |                     |                     |
| Directory Purchases              | \$1,452.00          |                     |
| Customer Merch Purchases         | \$4,363.83          |                     |
| Canvas Frames                    | \$644.68            |                     |
| Total Merchandise Purchases      | <u>\$6,460.51</u>   |                     |
| Total Grant and Funding Expenses |                     | <u>\$284,695.64</u> |
| 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          | <u>\$6,707.44</u>   |                     |
| 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    | <u>\$10,230.74</u>  |                     |
| Staff Expenses                   |                     |                     |
| Wages & Salaries                 | \$75,832.50         |                     |
| Superannuation                   | \$9,745.08          |                     |
| Staff Uniforms                   | \$838.37            |                     |
| Total Staff Expenses             | <u>\$86,415.95</u>  |                     |
| Regional Price Index Costs       |                     |                     |
| Total Operational Expenses       |                     | <u>\$107,282.60</u> |
| Total Expenses                   |                     | <u>\$391,978.24</u> |
| Net Profit/(Loss)                |                     | <u>-\$964.75</u>    |

## 9.0 Councillor's Reports – Including other Councillor business

### Cr R Cole

- Attended:-
  - Regional Road Group Meeting in Wickepin.
  - Zone Meeting in Kellerberrin.
  - Go Narembeen Planning workshop.
  - Lesser Hall Interpretation meeting.
  - Narembeen Community Precinct meeting with BGC.
- Received an invitation from the Westonia CRC for the official opening of the Astro Photography Exhibition.
- RoeROC meeting at the Shire of Narembeen, Tuesday 27<sup>th</sup> March 2018, encouraged Councillors to attend.
- There is a Tri-Zone Conference at Jurien Bay 5-6<sup>th</sup> April if anyone would like to attend.
- Received a letter from Onida Truran, President from the Shire of Yilgarn regarding LHAG, Cr Cole believes it is important we have a representative on this group.

### Cr K Mortimore

- Attended:-
  - Go Narembeen Planning workshop.
  - Narembeen Community Precinct meeting with BGC.
  - Business After Hours with Ron Gibson.
  - Rose Bowl
  - Lesser Hall Interpretation meeting.

### Cr P Lines

- Attended:-
  - Go Narembeen Planning workshop.
  - Rural Water Council meeting – advised there is money available for water based projects for farmers and the community, particularly if it demonstrates that water is being used wisely.

### Cr B Thomas

- Attended:-
  - Go Narembeen Planning workshop.
  - Blokes Nigh Out.
- Still thinks we need to look into more industrial blocks for tradespeople.

### Cr B Cowan

- Attended:-
  - Rose Bowl
- Gold Mine – suggested the Shire of Narembeen request a meeting with John Lawton from Explaurum to ascertain ensure we are organized when the time comes so that we can plan for the mine.
- Combined Hockey/Tennis Field – asked on progress.

**Cr S Stirrat**

- Attended:-
  - Blokes Night Out – great night.
  - Go Naremben Planning workshop.
  - Rose Bowl – particularly enjoyed bus tour around Bruce Rock.

**Cr A Wright**

- Attended:-
  - Rose Bowl.
  - Go Naremben Planning workshop.

**Cr A Hardham**

- Attended:-
  - Community Precinct Meeting with BGC.
  - Historical Society meeting.
  - Lesser Hall Interpretation Plan meeting.
  - Go Naremben Planning workshop.

6.03pm – Cr A Hardham exited the meeting.

6.04pm – Cr A Hardham returned to the meeting.

**10.0 Urgent business as permitted by Council**

Nil

**11.0 Date, time & place of next meeting**

Wednesday 18<sup>th</sup> April 2018 at Shire of Naremben Council Chambers.

**12.0 Closure**

There being no further business, the Chair declared the meeting closed at 6.05pm.

**13.0 Certification of Meeting Minutes**

I, Cr Rhonda Cole, Shire President, certify that the Minutes of the meeting held on 21<sup>st</sup> March 2018, as shown on page numbers 3 to 96 are confirmed as a true and correct record of the meeting.



**Cr Rhonda Cole**  
**PRESIDING PERSON**



**Date**