



AGENDA

ORDINARY COUNCIL MEETING

28 June 2023

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Members & Community Members

Pursuant to resolution 261022.009 of 26 October 2022, an Ordinary Meeting of the Shire of Narrogin will be held on 28 June 2023 in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.

A handwritten signature in black ink, appearing to read 'Dale Stewart'.

Dale Stewart
Chief Executive Officer

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

**Electronic copies of minutes and agendas are available
for download from the Shire of Narrogin website www.narrogin.wa.gov.au**

**Alternative formats are also available upon request, including large print,
electronic format (disk or emailed), audio or Braille**



Shire of
Narrogin
Love the life

STRATEGIC COMMUNITY PLAN

2017-27

SNAPSHOT

VISION

A leading regional economic driver and a socially interactive and inclusive community.

MISSION

Provide leadership, direction and opportunities for the community.

KEY PRINCIPLES

In achieving the Vision and Mission, we will set achievable goals and work with the community to maintain a reputation of openness, honesty and accountability. In doing so we will:

- Respect the points of view of individuals and groups;
- Build on existing community involvement;
- Encourage community leadership;
- Promote self-reliance and initiative;
- Recognise and celebrate achievement;
- Support the principles of social justice; and
- Acknowledge the value of staff and volunteers.

OUR VALUES

Care with Trust & Teamwork

Caring - We display kindness and concern for one another and our community

Accountability - We accept responsibility for our actions and outcomes

Respect - We treat everyone how we would like to be treated

Excellence - We go the extra mile to deliver outstanding services

Trust - We share without fear of consequences

Team Work - We work together for a common goal

ECONOMIC



Support growth and progress, locally and regionally...

Growth in revenue opportunities

- Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
- Promote Narrogin and the Region
- Promote Narrogin's health and aged services including aged housing

Increased Tourism

- Promote, develop tourism and maintain local attractions

An effective well maintained transport network

- Maintain and improve road network in line with resource capacity
- Review and implement the Airport Master Plan

Agriculture opportunities maintained and developed

- Support development of agricultural services

SOCIAL



Provide community facilities and promote social interaction...

Provision of youth services

- Develop and implement a youth strategy

Build a healthier and safer community

- Support the provision of community security services and facilities
- Advocate for mental health and social support services
- Continue and improve provision of in-home care services

Existing strong community spirit and pride is fostered, promoted and encouraged

- Develop and activate Sport and Recreation Master Plan
- Engage and support community groups and volunteers
- Facilitate and support community events
- Provide improved community facilities (eg library/recreation)
- Encourage and support continued development of arts and culture

Cultural and heritage diversity is recognised

- Maintain and enhance heritage assets
- Support our Narrogin cultural and indigenous community

A broad range of quality education services and facilities servicing the region

- Advocate for increased education facilities for the region
- Advocate for and support increased education services

ENVIRONMENT



Conserve, protect and enhance our natural and built environment...

A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

Effective waste services

- Support the provision of waste services

Efficient use of resources

- Increase resource usage efficiency

A well maintained built environment

- Improve and maintain built environment

CIVIC



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

An efficient and effective organisation

- Continually improve operational efficiencies and provide effective services
- Continue to enhance communication and transparency

An employer of choice

- Provide a positive, desirable workplace

DISCLAIMER

Council and Committee agendas, recommendations, minutes and resolutions are subject to confirmation by the Council or Committee and therefore, prior to relying on them, one should refer to the subsequent meeting of Council or the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Narrogin for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

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

Please note that meetings may be recorded for minute taking purposes.

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ORDINARY COUNCIL MEETING

28 JUNE 2023

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, President Ballard, declared the meeting open at 7:00 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Elected Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr R McNab

Cr M Fisher

Cr B Seale

Cr J Pomykala

Cr T Wiese

Cr T Alexander

Cr J Early

Staff

Mr D Stewart – Chief Executive Officer

Mr T Evans – Executive Manager Technical & Rural Services

Mr A Awang – Executive Manager Development & Regulatory Services

Mr M Furr – Executive Manager Corporate & Community Services

Ms V Ward – Executive Assistant

Leave of Absence

Apologies

Absent

Visitors

3. DECLARATIONS OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

Name	Item No	Interest	Nature
Mr Dale Stewart	10.4.4	Financial/Impartiality	Being the person's contract of employment.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

The next Council meeting is scheduled for 26 July 2023.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting

OFFICER'S RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 24 May 2023 be confirmed as an accurate record of the proceedings.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND REGULATORY SERVICES

There are no reports requiring a Council decision for the current month.

10.2 TECHNICAL AND RURAL SERVICES

There are no reports requiring a Council decision for the current month.

10.3 CORPORATE AND COMMUNITY SERVICES

10.3.1 SCHEDULE OF ACCOUNTS PAID – MAY 2023

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	01 June 2023
Author	Angel Mickle – Trainee Finance Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments	1. Schedule of Accounts Paid – May 2023 (under separate cover)

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for May 2023.

Background

Pursuant to Local Government Act 1995, Section 6.8 (2)(b), where expenditure has been incurred by a local government, it is to be reported to the next Ordinary Meeting of Council.

Consultation

Consultation has been undertaken with the Manager Corporate Services.

Statutory Environment

Local Government Act 1995, Section 6.8 (2)(b) and Local Government (Financial Management) Regulations 1996, clause 13 relates.

Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

Financial Implications

All expenditure has been approved via adoption of the 2022/23 Annual Budget or resulting from a Council resolution.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, clause 13, which may result in a qualified audit.	Rare (1)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of two (2) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The Schedule of Accounts Paid – May 2023 is presented to Council for notation. Below is a summary of activity.

May 2023 Payments		
Payment Type	\$	%
Cheque	135	0.01
EFT (incl Payroll)	1,115,224.01	89.34
Direct Debit	126,589.10	10.14
Credit Card	6,317.43	0.51
Trust	0.00	0.00
Total Payments	1,248,265.54	100.00

Regional Payments	\$	%
Non Local/Statutory	723,346.19	57.95
Local Suppliers	226,865.39	18.17
Payroll	298,053.96	23.88
Total	1,248,265.54	100.00

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Schedule of Accounts Paid for May 2023, Council note the Report as presented.

Cheque Payments

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
1	725	26/05/2023		Shire Of Narrogin - Petty Cash-admin		135	L	
2	INV MAY 23	24/05/2023	2	Shire Of Narrogin - Petty Cash-admin	AGEDOTHER - CATS DRIVER MEALS - Petty Cash Recoup May 2023	135		
Cheque Total \$					135.00			

EFT Payments

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
3	EFT20785	01/05/2023		Department Of Human Services		254.63		
4	INV 16	26/04/2023	5	Department Of Human Services	Payroll Deductions/Contributions	121.97		
5	INV 16	26/04/2023	5	Department Of Human Services	Payroll Deductions/Contributions	132.66		
6	EFT20786	01/05/2023		Australian Services Union Western Australian Branc		25.90		
7	INV 16	26/04/2023	5	Australian Services Union Western Australian Branc	Payroll Deductions/Contributions	25.90		
8	EFT20787	02/05/2023		Best Office Systems		1,434.40	L	
9	INV 615924	27/04/2023	5	Best Office Systems	VARIOUS DEPARTMENTS - Photocopier Charges April 2023	1,434.40		
10	EFT20788	02/05/2023		Synergy		4,697.83		PR
11	INV 204800253	18/04/2023	14	Synergy	BMX PARK - Electricity Charges 11/02/2023 - 12/04/2023	117.36		
12	INV 2097751141	18/04/2023	14	Synergy	WASTE FACILITIES BUILDING OPERATIONS - Electricity Charges 10/02/2023 - 12/04/2023	386.64		
13	INV 2049800894	18/04/2023	14	Synergy	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Electricity Charges 14/02/2023 - 17/04/2023	121.21		
14	INV 2073786673	20/04/2023	12	Synergy	MACKIE PARK MAINTENANCE/OPERATIONS - Electricity Charges 16/02/2023 - 19/04/2023	318.32		
15	INV 2029806837	20/04/2023	12	Synergy	GNAROJIN PARK MAINTENANCE/OPERATIONS - Electricity Charges 16/02/2023 - 19/04/2023	429.83		
16	INV 2017818349	20/04/2023	12	Synergy	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Electricity Charges 14/02/2023 - 14/04/2023	1,526.44		
17	INV 2049804873	24/04/2023	8	Synergy	TOUR - VISITORS CENTRE BUILDING OPERATIONS - Electricity Charges 16/02/2023 - 19/04/2023	428.29		
18	INV 2009817812	24/04/2023	8	Synergy	COMMUNITY GARDEN MAINTENANCE/OPERATIONS - Electricity Charges 16/02/2023 - 18/04/2023	242.64		
19	INV 2025815653	26/04/2023	6	Synergy	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Charges 20/03/2023 - 19/04/2023	1,127.10		
20	EFT20789	02/05/2023		Great Southern Fuels		521.60	L	

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
21	INV 19013325	17/04/2023	15 Great Southern Fuels	2017 VOLVO EC220DL EXCAVATOR - 20Kg Drums Heavy Duty Grease x2	521.60			
22	EFT20790	02/05/2023	Water Corporation			5,694.36		
23	INV 0131	13/04/2023	19 Water Corporation	GNAROJIN PARK MAINTENANCE/OPERATIONS - Water Charges 14/02/2023 - 13/04/2023	1,394.93			
24	INV 0095	20/04/2023	12 Water Corporation	HIGHBURY PUBLIC TOILETS OPERATIONS - Water Charges 17/02/2023 - 19/04/2023	330.05			
25	INV 0141	20/04/2023	12 Water Corporation	HIGHBURY HALL BUILDING OPERATIONS - Water Charges 17/02/2023 - 19/04/2023	419.55			
26	INV 0165	20/04/2023	12 Water Corporation	STANDPIPE MAINTENANCE/OPERATIONS - Water Charges 16/02/2023 - 19/04/2023	553.81			
27	INV 0165	20/04/2023	12 Water Corporation	STANDPIPE MAINTENANCE/OPERATIONS - Water Charges 17/02/2023 - 19/04/2023	2,984.83			
28	INV 0144	21/04/2023	11 Water Corporation	STANDPIPE MAINTENANCE/OPERATIONS - Water Charges 21/02/2023 - 20/04/2023	11.19			
29	EFT20791	02/05/2023	E & H Staphorst			490.49	L	
30	INV I-38973	26/04/2023	6 E & H Staphorst	NGN219 2022 NISSAN X-TRAIL - Purchase & Fitting of 4 Tyres	490.49			
31	EFT20792	02/05/2023	Makit Narrogin Hardware			1,122.00	L	
32	INV 115096	24/03/2023	39 Makit Narrogin Hardware	SIGNS & TRAFFIC CONTROL EXPENSES - Various Items	528.60			
33	INV 115095	24/03/2023	39 Makit Narrogin Hardware	SIGNS & TRAFFIC CONTROL EXPENSES - Various Items	593.40			
34	EFT20793	02/05/2023	RJ Smith Engineering			650.00	L	
35	INV 11169	19/04/2023	13 RJ Smith Engineering	DRAINAGE MAINTENANCE GENERAL - Supply 4 Self Locking Sling Chains With Shorteners	650.00			
36	EFT20794	02/05/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota			15,895.00	L	F
37	INV RI21100584	22/03/2023	41 Octave Holdings Pty Ltd T/A Narrogin Toyota	P43 TOYOTA COROLLA - Purchase of New Vehicle	15,895.00			
38	EFT20795	02/05/2023	Country Paint Supplies			44.30	L	
39	INV 4899001156	05/04/2023	27 Country Paint Supplies	CARPARK MAINTENANCE - Paint Brushes & Paint Rollers	44.30			
40	EFT20796	02/05/2023	Gnarojin Community Garden			6,000.00	L	
41	INV 0025	11/04/2023	21 Gnarojin Community Garden	OTHCUL - OTHER EXPENDITURE - Annual Contribution 2022/23	6,000.00			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
42	EFT20797	02/05/2023		Narrogin Quarry Operations		361.28		
43	INV 00006252	31/03/2023	32	Narrogin Quarry Operations	ROAD MAINTENANCE GENERAL EXPENSES - Crusher Dust For Premix Repairs	361.28		
44	EFT20798	02/05/2023		Sunny Industrial Brushware		1,732.50		
45	INV 00026518	04/04/2023	28	Sunny Industrial Brushware	1HRW068 HINO ROAD SWEEPER 2021 - 9 Centre Brooms	1,732.50		
46	EFT20799	02/05/2023		Kulbardi Hill Consulting		4,866.40		
47	INV 00228	04/04/2023	28	Kulbardi Hill Consulting	NARROGIN RAILWAY STATION INTERPRETATION SIGNAGE - Write, Design & Supply Interpretive Panels	4,866.40		
48	EFT20800	02/05/2023		Elgas		5,068.09		
49	INV 0360994203	19/04/2023	13	Elgas	NRRL UTILITY - GAS - 3,560.0L Gas Supplied	5,068.09		
50	EFT20801	02/05/2023		RCPA (WA) Pty Ltd		9,222.84		
51	INV 312910	19/04/2023	13	RCPA (WA) Pty Ltd	ROAD MAINTENANCE GENERAL EXPENSES - Supply Concrete Pipes & Headwalls	9,222.84		
52	EFT20802	02/05/2023		Integrated ICT		3,364.35		
53	INV 26466	31/03/2023	32	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery For Financial Year 2022/23	946.11		
54	INV 26477	31/03/2023	32	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Monthly Preventative Maintenance For Financial Year 2022/23	627.00		
55	INV 26582	31/03/2023	32	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Office 365 Licences	1,791.24		
56	EFT20803	02/05/2023		Lite n' Easy Pty Ltd		346.94		F
57	INV 6888799	25/04/2023	7	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	69.48		
58	INV 6888160	25/04/2023	7	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	105.85		
59	INV 6887141	25/04/2023	7	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	171.61		
60	EFT20804	02/05/2023		Alan Denis Cardy		28,000.00	L	F
61	INV 44	12/04/2023	20	Alan Denis Cardy	CARAVAN PARK UPGRADES (ABLUTION BLOCKS & KITCHEN) - Cement Rendering Labour & Materials	28,000.00		
62	EFT20805	02/05/2023		Goodyear Auto Care Narrogin		60.00	L	
63	INV 100889	19/04/2023	13	Goodyear Auto Care Narrogin	NO2731 FOUR AXLE SIDE TIPPER TRAILER - Repair Puncture	60.00		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
64	EFT20806	02/05/2023	Narrogin Fruit Trading Pty Ltd			750.00	L	
65	INV 52	25/04/2023	7 Narrogin Fruit Trading Pty Ltd	OTHCUL - ANZAC DAY - Lunch Catering 150 People	750.00			
66	EFT20807	02/05/2023	Western Trails Alliance			4,950.00		PF
67	INV 10273	24/04/2023	8 Western Trails Alliance	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Rock Features For Trail	4,950.00			
68	EFT20808	02/05/2023	Sunco Energy			8,880.00		
69	INV 00000138	26/04/2023	6 Sunco Energy	13 HOUGH ST OPERATIONS - Installation of Hybrid Inverter Solar Panels	4,440.00			
70	INV 00000139	26/04/2023	6 Sunco Energy	CEO STAFF HOUSING - Installation of Hybrid Inverter Solar Panels	4,440.00			
71	EFT20809	02/05/2023	Reagan James Spanswick			2,455.34	L	
72	INV INV-0010	28/04/2023	4 Reagan James Spanswick	TOWN HALL OFFICE #3 REFURBISHMENT - Various Building Repairs & Installations	1,422.00			
73	INV INV-0009	28/04/2023	4 Reagan James Spanswick	TOWN HALL OFFICE #3 REFURBISHMENT - Remove & Install New Door, Wall & Window Frames	1,033.34			
74	EFT20810	02/05/2023	Team Global Express Pty Ltd			382.02		
75	INV 0580-T740710	16/04/2023	16 Team Global Express Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	382.02			
76	EFT20811	02/05/2023	Tayla Simone Hicks			1,018.31		
77	INV A273700	24/04/2023	8 Tayla Simone Hicks	RATES REFUNDS SUSPENSE A/C - Rates Refund - A273700 41 Mokine Road	1,018.31			
78	EFT20812	02/05/2023	Narrogin Independent Playgroup			1,918.00	L	
79	INV 0002	17/04/2023	15 Narrogin Independent Playgroup	OTHCUL - COMMUNITY CHEST - Gazebos, Picnic Rugs & Deluxe Water Tray Set	1,918.00			
80	EFT20813	04/05/2023	Synergy			1,248.38		
81	INV 2061792654	24/04/2023	10 Synergy	FAIRWAY DEPOT BUILDING OPERATIONS - Electricity Usage 17/02/2023 - 18/04/2023	129.34			
82	INV 2061791719	24/04/2023	10 Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Usage 17/02/2023 - 18/04/2023	582.62			
83	INV 2029812555	28/04/2023	6 Synergy	HIGHBURY PUBLIC TOILETS OPERATIONS - Electricity Usage 22/02/2023 - 24/04/2023	184.68			
84	INV 2053799819	28/04/2023	6 Synergy	HIGHBURY HALL BUILDING OPERATIONS - Electricity Usage 21/02/2023 - 24/04/2023	351.74			
85	EFT20814	04/05/2023	Narrogin Packaging			1,071.97	L	PF
86	INV 00080031	20/04/2023	14 Narrogin Packaging	PARKS & GARDENS MAINTENANCE - HP Joiner x2	24.14			
87	INV 00080154	26/04/2023	8 Narrogin Packaging	PARKS & GARDENS MAINTENANCE - Various Items	7.83			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
88	INV 00080143	26/04/2023	8 Narrogin Packaging	OTHCUL - ANZAC Day - Hire Chairs x 400	800.00			
89	INV 00080144	26/04/2023	8 Narrogin Packaging	CEMETERY GRAVE DIGGING - 4x Planks	240.00			
90	EFT20815	04/05/2023	Great Southern Fuels			280.32	L	
91	INV D2141107	20/04/2023	14 Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 150L Unleaded Fuel	280.32			
92	EFT20816	04/05/2023	Water Corporation			11.19		
93	INV 0131-13042023	13/04/2023	21 Water Corporation	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Water Usage 13/02/2023 - 12/04/2023	11.19			
94	EFT20817	04/05/2023	Landgate			91.40		
95	INV 1280518	01/05/2023	3 Landgate	PLAN - TITLE/COMPANY SEARCHES - Copy of Certificate of Title, Copy of Transfer & Sales Evidence for Single Property	91.40			
96	EFT20818	04/05/2023	Narrogin Electrical Services			313.50	L	
97	INV 3001	28/03/2023	37 Narrogin Electrical Services	CARAVAN PARK ABLUTION BLOCK (NEW) BUILDING MAINTENANCE - Light Disconnection & Reconnection	313.50			
98	EFT20819	04/05/2023	It Vision			554.40		
99	INV 38377	30/04/2023	4 It Vision	RATES - PRINTING AND STATIONERY - Rates Template Amended	554.40			
100	EFT20820	04/05/2023	Narrogin Betta Home Living			1,534.00	L	
101	INV 25710077845	01/05/2023	3 Narrogin Betta Home Living	MAYOR'S PARLOUR (TOWN HALL) - 4 Bar Stools	1,534.00			
102	EFT20821	04/05/2023	Kulker Plumbing Service			303.68		
103	INV 13363	23/04/2023	11 Kulker Plumbing Service	MACKIE PARK PUBLIC TOILETS AND OFFICE MAINTENANCE - Replacement of Vandalised Cistern	303.68			
104	EFT20822	04/05/2023	Mcleods			588.29		
105	INV 14174	28/04/2023	6 Mcleods	PLAN - CONTRACT TOWN PLANNING - Deed of easement - Lots 850 & 851 Falcon Street and Part Lot 70 Park Street	588.29			
106	EFT20823	04/05/2023	Narrogin Bearing Service			42.99	L	
107	INV IN205835	29/03/2023	36 Narrogin Bearing Service	VERGE MAINTENANCE - Fitting for Air Line (Spray Gun Unit)	42.99			
108	EFT20824	04/05/2023	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			780.00	L	
109	INV 100926	27/04/2023	7 Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	ONGN ISUZU MUX LSM 4X4(EMCCS Vehicle) - 2 New Tyres and Wheel Balancing	780.00			
110	EFT20825	04/05/2023	Melchiorre Plumbing & Gas			121.00	L	

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
111	INV 2390	27/03/2023	38 Melchiorre Plumbing & Gas	CARAVAN PARK ABLUTION BLOCK (NEW) BUILDING MAINTENANCE - Reset Hot Water Units	121.00			
112	EFT20826	04/05/2023	West Australian Newspapers Limited			680.00		
113	INV 1028037520230430	30/04/2023	4 West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Narrogin Narrative April 2023	680.00			
114	EFT20827	04/05/2023	YMCA WA			771.78		
115	INV SI-A011547	31/01/2023	93 YMCA WA	NRLC - SALARIES & WAGES - LSL Entitlement December 2022	771.78			
116	EFT20828	04/05/2023	Allworks Civil			7,150.00		F
117	INV 00170	12/04/2023	22 Allworks Civil	AIRPORT- SEAL GRAVEL RUNWAY (100% RAPS FUNDED) - Linemark Runway	7,150.00			
118	EFT20829	04/05/2023	Easifleet			2,369.54		
119	INV 100523	02/05/2023	2 Easifleet	NOVATED LEASES - Employee Expenses 10/05/2023	2,369.54			
120	EFT20830	04/05/2023	Parks And Leisure Australia			825.00		
121	INV W19757	01/05/2023	3 Parks And Leisure Australia	ECONOM - SUBSCRIPTIONS & MEMBERSHIPS - Corporate Membership 01/07/2023 - 30/06/2024	825.00			
122	EFT20831	04/05/2023	BKS Electrical Pty Ltd			6,089.60	L	
123	INV 3572	01/05/2023	3 BKS Electrical Pty Ltd	ANZAC WAR MEMORIAL REPAIR & RESTORATION - Lights & Electrical Upgrade	842.60			
124	INV 3502	02/05/2023	2 BKS Electrical Pty Ltd	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Replacing Lights	5,247.00			
125	EFT20832	04/05/2023	Win Television WA Pty Ltd T/A WIN Television Network			1,100.00		
126	INV 1549704-2	30/04/2023	4 Win Television WA Pty Ltd T/A WIN Television Network	TOUR - PUBLIC RELATIONS & AREA PROMOTION - WIN Network April 2023	1,100.00			
127	EFT20833	04/05/2023	Stabilised Pavements of Australia			10,560.00		PF
128	INV WA - 0000992	07/03/2023	58 Stabilised Pavements of Australia	RRG NOMANS LAKE SIDING RD (REHAB) SLK - Stabilise 11200m2 of Pavement	10,560.00			
129	EFT20834	04/05/2023	Elgas			7,545.19		
130	INV 0361051869	27/04/2023	7 Elgas	NRLC UTILITY - GAS - 5,300.0L Gas Supplied	7,545.19			
131	EFT20835	04/05/2023	Narrogin & Districts Plumbing Service			429.00	L	
132	INV INV-1346	23/04/2023	11 Narrogin & Districts Plumbing Service	ADMIN OFFICE BUILDING - Unblock Admin & Library Toilets	143.00			
133	INV INV-1344	23/04/2023	11 Narrogin & Districts Plumbing Service	ADMIN OFFICE BUILDING MAINTENANCE - Installation of Studor Vent	176.00			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
134	INV INV-1345	23/04/2023	11 Narrogin & Districts Plumbing Service	HARRIS ST PUBLIC TOILETS (MUSEUM) MAINTENANCE - Unblock Urinal	110.00			
135	EFT20836	04/05/2023	Casey Lee Thornton			2,750.00	L	
136	INV 000025	03/04/2023	31 Casey Lee Thornton	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Illustration for Signage	2,750.00			
137	EFT20837	04/05/2023	Tourism Council Western Australia			595.00		
138	INV I-00008099	01/05/2023	3 Tourism Council Western Australia	ADMIN - TRAINING & DEVELOPMENT - Regional Tourism Conference	595.00			
139	EFT20838	04/05/2023	Narrogin Fruit Trading Pty Ltd			524.25	L	
140	INV 53	26/04/2023	8 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Council Meeting Catering 15 People	524.25			
141	EFT20839	04/05/2023	PC Harley Family Trust (Narrogin Newsagency)			6.80	L	
142	INV 308460	01/05/2023	3 PC Harley Family Trust (Narrogin Newsagency)	ADMIN - PRINTING & STATIONERY - Narrogin Observers	6.80			
143	EFT20840	04/05/2023	Narrogin Plant Hire			11,000.00	L	
144	INV 3418	26/04/2023	8 Narrogin Plant Hire	PETHYBRIDGE RD RE-SHEET (CURRENTLY QUARTZ) -SLK - Supply 5,000 m3 of gravel	11,000.00			
145	EFT20841	04/05/2023	Team Global Express Pty Ltd			26.41		
146	INV 0581-T740710	23/04/2023	11 Team Global Express Pty Ltd	NO4 2010 NISSAN UD TIP TRUCK - Freight Charges	26.41			
147	EFT20842	04/05/2023	Olivia Harrison			211.50	L	F
148	INV 030523	03/05/2023	1 Olivia Harrison	CHSP - RECRUITMENT - Reimbursement of Pre-Employment Medical & Drug/Alcohol Test	211.50			
149	PAY 23	8/05/2023	PAYROLL	PAYROLL 23 - 08/05/2023	150,274.42			
150	EFT20843	09/05/2023	Australia Post			292.72		
151	INV 1012393017	03/05/2023	6 Australia Post	VARIOUS DEPARTMENTS - Postal Charges April 2023	292.72			
152	EFT20844	09/05/2023	Great Southern Fuels			6,069.15	L	
153	INV APRIL 23	30/04/2023	9 Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges April 2023	6,069.15			
154	EFT20845	09/05/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota			160.95	L	
155	INV JC24037799	14/04/2023	25 Octave Holdings Pty Ltd T/A Narrogin Toyota	1NO 2022 TOYOTA HILUX 4X4 2.4L DSL DUAL CAB - Check heater controls and retify	127.60			
156	INV PI23056168	01/05/2023	8 Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - x1 Pole Pruner	33.35			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
157	EFT20846	11/05/2023		Synergy		12,698.04		
158	INV 2085778681	14/04/2023	27	Synergy	SHOP 1 84 FEDERAL STREET (OLD JEWELLERS) - Electricity Charges 01/03/2023 to 06/04/2023	106.58		
159	INV 2093783909	02/05/2023	9	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS - Electricity Charges 25/03/2023 - 24/04/2023	12,591.46		
160	EFT20847	11/05/2023		Narrogin Packaging		1,178.92	L	
161	INV 00080044	22/04/2023	19	Narrogin Packaging	VARIOUS PUBLIC TOILETS - Toilet Supplies	382.25		
162	INV 00080205	01/05/2023	10	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Cleaning Supplies	785.80		
163	INV 00080212	02/05/2023	9	Narrogin Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Various Items for Toilet	10.87		
164	EFT20848	11/05/2023		Great Southern Fuels		25,371.23	L	
165	INV D2142719	03/05/2023	8	Great Southern Fuels	POC - FUELS AND OILS - 15,000L Diesel	25,371.23		
166	EFT20849	11/05/2023		Water Corporation		776.92		
167	INV 0135	02/05/2023	9	Water Corporation	CAFE - 45 FEDERAL ST BUILDING OPERATIONS - Water Charges 03/05/2023 - 30/06/2023	311.42		
168	INV 0110	02/05/2023	9	Water Corporation	TOWN HALL (FEDERAL ST) BUILDING OPERATIONS - Water Charges 01/05/2023 - 30/06/2023	232.75		
169	INV 0133	02/05/2023	9	Water Corporation	GENERAL COMPUTERS 39 FEDERAL ST BUILDING OPERATIONS - Water Charges 01/05/2023 - 30/06/2023	232.75		
170	EFT20850	11/05/2023		Makit Narrogin Hardware		3,264.62	L	
171	INV 115114	03/04/2023	38	Makit Narrogin Hardware	HIGHBURY PUBLIC TOILETS MAINTENANCE - Various General Maintenance Items	812.00		
172	INV 115110	03/04/2023	38	Makit Narrogin Hardware	VARIOUS BUILDINGS - Various General Maintenance Items	407.90		
173	INV 115138	13/04/2023	28	Makit Narrogin Hardware	VARIOUS BUILDINGS - Various General Maintenance Items	444.40		
174	INV 115163	28/04/2023	13	Makit Narrogin Hardware	VARIOUS BUILDINGS - Various General Maintenance Items	1,600.32		
175	EFT20851	11/05/2023		Hancocks Home Hardware		57.80	L	
176	INV 433403	31/03/2023	41	Hancocks Home Hardware	HISTORY HALL BUILDING MAINTENANCE - Various Repair Materials	57.80		
177	EFT20852	11/05/2023		Parry's Narrogin		144.45	L	
178	INV 76773	01/03/2023	71	Parry's Narrogin	ADMIN - OCCUPATIONAL HEALTH & SAFETY - Health Officer Boots PPE	144.45		
179	EFT20853	11/05/2023		Borgas Engineering Pty Ltd		907.50	L	

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
180	INV 8933	05/05/2023	6 Borgas Engineering Pty Ltd	CLAYTON OVAL MAINTENANCE/OPERATIONS - Crane Hire to Install Goal Posts	247.50			
181	INV 8933	05/05/2023	6 Borgas Engineering Pty Ltd	DRAINAGE MAINTENANCE GENERAL - Crane Hire to Install Culverts	660.00			
182	EFT20854	11/05/2023	Great Southern Waste Disposal			43,374.82	L	
183	INV IV00000002479	04/05/2023	7 Great Southern Waste Disposal	VARIOUS DEPARTMENTS - Bin Collection April 2023	43,374.82			
184	EFT20855	11/05/2023	Public Transport Authority			333.39		
185	INV 280423	28/04/2023	13 Public Transport Authority	TRANSWA - AGENT LIABILITY - Ticket Sales April 2023	333.39			
186	EFT20856	11/05/2023	Super Civil Pty Ltd			30,862.26		PF
187	INV 1264	18/04/2023	23 Super Civil Pty Ltd	RRG WANERIE RD (REHAB) SLK - Supply & Install Asphalt Overlay	30,862.26			
188	EFT20857	11/05/2023	Octave Holdings Pty Ltd T/A Narrogin Toyota			182.16	L	
189	INV PI23057200	05/05/2023	6 Octave Holdings Pty Ltd T/A Narrogin Toyota	1NO 2022 TOYOTA HILUX 4X4 2.4L DSL DUAL CAB - Supply Service Filters Air,Oil & Fuel	182.16			
190	EFT20858	11/05/2023	T Quip			101.55		
191	INV 118920	20/04/2023	21 T Quip	NGN11845 2010 TORO GM7210 MOWER - Supply Service Filters	101.55			
192	EFT20859	11/05/2023	Farmers Centre (Narrogin) Pty Ltd			192.15	L	
193	INV 87896	04/05/2023	7 Farmers Centre (Narrogin) Pty Ltd	2017 VOLVO EC220DL EXCAVATOR - Supply & Install Hydraulic Hose	192.15			
194	EFT20860	11/05/2023	Shire Of Narrogin			68.51	L	
195	INV 28042023	28/04/2023	13 Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Ticket Sales Commision April 2023	68.51			
196	EFT20861	11/05/2023	Narrogin Pumps Solar And Spraying			238.48	L	
197	INV 00049574	28/04/2023	13 Narrogin Pumps Solar And Spraying	ESL - BFB PLANT AND EQUIPMENT MAINTENANCE - Change Fittings	238.48			
198	EFT20862	11/05/2023	AFGRI Equipment Australia Pty Ltd			2,668.48		
199	INV 2688493	22/02/2023	78 AFGRI Equipment Australia Pty Ltd	2017 JOHN DEERE RIDE ON MOWER (WORKS) - Material Collection System	2,668.48			
200	EFT20863	11/05/2023	Corsign (WA) Pty Ltd			4,455.55		PF
201	INV 00070234	13/04/2023	28 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	240.90			
202	INV 00071638	17/04/2023	24 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	254.10			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
203	INV 70336A	17/04/2023	24 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	84.70			
204	INV 00070336	18/04/2023	23 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	179.30			
205	INV 00071655	18/04/2023	23 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	564.30			
206	INV 00071827	18/04/2023	23 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	163.35			
207	INV 00071666	21/04/2023	20 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	140.80			
208	INV 00069998	24/04/2023	17 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	2,013.00			
209	INV 00071656	24/04/2023	17 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Walk Trails Upgrade Signage	557.70			
210	INV 00075186	05/05/2023	6 Corsign (WA) Pty Ltd	GOOD SHED ROOF AND WALL RESTORATION - LRCIP Signage	257.40			
211	EFT20864	11/05/2023	Narrogin Skip Bin Service			215.60	L	
212	INV 1736	30/04/2023	11 Narrogin Skip Bin Service	LYDEKER DEPOT BUILDING MAINTENANCE - Disposal of Skip Sin Contents	215.60			
213	EFT20865	11/05/2023	Telair Pty Ltd			1,525.00		
214	INV TA10781-046	30/04/2023	11 Telair Pty Ltd	VARIOUS DEPARTMENTS - Telephone Charges April 2023	1,525.00			
215	EFT20866	11/05/2023	Narrogin & Districts Plumbing Service			247.50	L	
216	INV 1359	30/04/2023	11 Narrogin & Districts Plumbing Service	ADMIN OFFICE BUILDING - Supply & Install New Basin	247.50			
217	EFT20867	11/05/2023	MC & SP Russell			1,997.09	L	
218	INV 050523	05/05/2023	6 MC & SP Russell	HERITAGE - BUILDING (CAPITAL) - Reimbursement of Material Costs	1,997.09			
219	EFT20868	11/05/2023	Narrogin Auto Electrics			648.90	L	
220	INV 265195	04/04/2023	37 Narrogin Auto Electrics	NO4 2010 NISSAN UD TIP TRUCK AUTO (WORKS) - Repair Trailer Harness	132.50			
221	INV 265194	24/04/2023	17 Narrogin Auto Electrics	1HRW068 HINO ROAD SWEEPER 2021 - Supply & Fit New Starter Motor	516.40			
222	EFT20869	11/05/2023	Integrated ICT			2,571.91		
223	INV 26997	30/04/2023	11 Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery For Financial Year 2022/23	780.67			
224	INV 27003	30/04/2023	11 Integrated ICT	ADMIN - INFORMATION SYSTEMS - Office 365 Licences	1,791.24			
225	EFT20870	11/05/2023	Ergolink			576.00		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
226	INV SI-00082120	03/05/2023	8 Ergolink	ADMIN - OCCUPATIONAL HEALTH & SAFETY - Front Counter High Footstools	576.00			
227	EFT20871	11/05/2023	Main Roads Western Australia			2,942.67		PF
228	INV 8021491	28/02/2023	72 Main Roads Western Australia	RRG NOMANS LAKE SIDING RD (REHAB) SLK - Line Marking Narrogin-Harrismith Road & Wandering-Narrogin Road	2,942.67			
229	EFT20872	11/05/2023	Australian Local Government Association			2,530.00		
230	INV NGA231137	09/05/2023	2 Australian Local Government Association	ADMIN - TRAINING & DEVELOPMENT - 2023 NGA Conference Registration	1,265.00			
231	INV NGA231136	09/05/2023	2 Australian Local Government Association	ECONOM - TRAVEL & ACCOMMODATION - 2023 NGA Conference Registration	1,265.00			
232	EFT20873	11/05/2023	MG Motor Wangara Pty Ltd			265.00		
233	INV MGCSW85643	09/05/2023	2 MG Motor Wangara Pty Ltd	MG HS PLUS EXCITE WAGON - 10,000km Service	265.00			
234	EFT20874	11/05/2023	Narrogin Fruit Trading Pty Ltd			137.84	L	
235	INV 000D2023041116	11/04/2023	30 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	5.25			
236	INV 000C2023041711	17/04/2023	24 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	29.90			
237	INV 000D202304206	20/04/2023	21 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	10.50			
238	INV 000C2023050247	02/05/2023	9 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	48.72			
239	INV 000C2023050823	08/05/2023	3 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Office Order	43.47			
240	EFT20875	11/05/2023	SJ & BJ Schulz			25,300.00	L	
241	INV 89	03/05/2023	8 SJ & BJ Schulz	VARIOUS ROADS - Gravel Supply	25,300.00			
242	EFT20876	11/05/2023	PC Harley Family Trust (Narrogin Newsagency)			1,533.25	L	
243	INV 306910	11/04/2023	30 PC Harley Family Trust (Narrogin Newsagency)	VARIOUS DEPARTMENTS - Monthly Stationery Order March 2023	1,442.38			
244	INV 308485	01/05/2023	10 PC Harley Family Trust (Narrogin Newsagency)	LIB - PRINTING & STATIONERY - Newspaper Deliveries April 2023	90.87			
245	EFT20877	11/05/2023	Defence Force Recruiting			294.00		
246	INV BOND 080523	08/05/2023	3 Defence Force Recruiting	TOWN HALL FACILITIES BOND - PAYMENTS - Reception Centre Hire Bond	294.00			
247	EFT20878	11/05/2023	Department of Agriculture, Fisheries and Forestry			196.00		
248	INV BOND 080523	08/05/2023	3 Department of Agriculture, Fisheries and Forestry	TOWN HALL FACILITIES BOND - PAYMENTS - Mayors Parlour Hire Bond	196.00			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
249	EFT20879	11/05/2023	Narrogin Tennis Club			2,500.00	L	PF
250	INV 0321	25/04/2023	16 Narrogin Tennis Club	OTHCUL - COMMUNITY CHEST - Community Chest Fund Round 2 2021/22 - Playground Upgrade	2,500.00			
251	EFT20880	16/05/2023	Department Of Human Services			254.63		
252	INV 21	10/05/2023	6 Department Of Human Services	Payroll Deductions/Contributions	121.97			
253	INV 21	10/05/2023	6 Department Of Human Services	Payroll Deductions/Contributions	132.66			
254	EFT20881	16/05/2023	Australian Services Union Western Australian Branc			25.90		
255	INV 21	10/05/2023	6 Australian Services Union Western Australian Branc	Payroll Deductions/Contributions	25.90			
256	EFT20882	19/05/2023	Synergy			13,312.84		
257	INV 2081803461	10/05/2023	9 Synergy	ADMIN OFFICE BUILDING OPERATIONS - Electricity Charges 12/04/2023 - 09/05/2023	638.90			
258	INV 2081803460	10/05/2023	9 Synergy	NRLC UTILITY - ELECTRICITY - Electricity Charges 12/04/2023 - 09/05/2023	12,673.94			
259	EFT20883	19/05/2023	Narrogin Packaging			347.20	L	
260	INV 00080378	08/05/2023	11 Narrogin Packaging	VARIOUS TOILETS - Cleaning Supplies	347.20			
261	EFT20884	19/05/2023	Parry's Narrogin			107.10	L	
262	INV 78306	20/04/2023	29 Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Work Pants x3	107.10			
263	EFT20885	19/05/2023	Susan Farrell			200.00	L	
264	INV 017	01/12/2022	169 Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Washing From Christmas Party	120.00			
265	INV 018	26/04/2023	23 Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Washing of Laundry April 2023	80.00			
266	EFT20886	19/05/2023	Westrac Pty Ltd			45.55		
267	INV P18144544	08/04/2023	41 Westrac Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER (WORKS) - Seal & Grommet for Hydraulics	45.55			
268	EFT20887	19/05/2023	Narrogin Meals On Wheels			387.00	L	F
269	INV APR-23	16/05/2023	3 Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Deliveries for April 2023	387.00			
270	EFT20888	19/05/2023	Narrogin Liquor Barons			166.99	L	
271	INV 281949	10/05/2023	9 Narrogin Liquor Barons	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Refreshments for Council Chambers	166.99			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
272	EFT20889	19/05/2023		Narrogin Glass & Quick Fit Windscreens		2,934.11	L	
273	INV 00060353	27/04/2023	22	Narrogin Glass & Quick Fit Windscreens	NO4846 2014 HINO 300 SERIES 3T TIPPER (WORKS) - Supply and Fit Front Windscreen	898.25		
274	INV 28/04	28/04/2023	21	Narrogin Glass & Quick Fit Windscreens	ONGN ISUZU MUX LSM 4X4(EMCCS VEHICLE) - Replace Windscreen	2,035.86		
275	EFT20890	19/05/2023		T Quip		666.60		
276	INV 119412	11/05/2023	8	T Quip	1GPJ543 2018 TORO MOWER 7210 (WORKS) - Blades for Mower	666.60		
277	EFT20891	19/05/2023		Ikes Home Improvement & Glass Centre		1,666.50	L	
278	INV 00031280	10/05/2023	9	Ikes Home Improvement & Glass Centre	FAIRWAY DEPOT BUILDING MAINTENANCE - Repair Glass Sliding Door	1,666.50		
279	EFT20892	19/05/2023		Nicholls Bus & Coach Service		233.00	L	
280	INV 00003695	08/05/2023	11	Nicholls Bus & Coach Service	990NGN 2015 MITSUBISHI FUSO ROSA - Annual Inspection	233.00		
281	EFT20893	19/05/2023		Bird Box Creative		100.00		
282	INV SON0033	03/05/2023	16	Bird Box Creative	ADMIN - PRINTING & STATIONERY - Update of Shire of Narrogin Business Prospectus	100.00		
283	EFT20894	19/05/2023		Gbr Mechanical		400.00	L	
284	INV INV-0959	21/07/2022	302	Gbr Mechanical	NO01 2019 HOLDEN COLORADO (MO) - 30,000km service	400.00		
285	EFT20895	19/05/2023		YMCA WA		37,187.70		
286	INV SI-A011865	28/04/2023	21	YMCA WA	NRLC - POOL FILTERS - Supply & Install Pressure Plate to Pool Filter	25,564.00		
287	INV SI-A011864	28/04/2023	21	YMCA WA	NRLC - POOL FILTERS - Replace Candles on Pool Filters	11,623.70		
288	EFT20896	19/05/2023		United Security Enforcement Corporation		158.40		F
289	INV 00012946	01/05/2023	18	United Security Enforcement Corporation	HEMOCARE - SECURITY SYSTEM - Alarm Response	158.40		
290	EFT20897	19/05/2023		E & Mj Roshier Pty Ltd		169.68		
291	INV 1120	11/05/2023	8	E & Mj Roshier Pty Ltd	NO2768 2013 SEWELL TB2000E ROAD SWEEPER (WORKS) - Supply Service Filters	169.68		
292	EFT20898	19/05/2023		AFGRI Equipment Australia Pty Ltd		494.12		
293	INV 2708404	21/04/2023	28	AFGRI Equipment Australia Pty Ltd	NO4719 2019 JOHN DEERE 620G GRADER (WORKS) - Supply Service Filters	494.12		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
294	EFT20899	19/05/2023		Corsign (WA) Pty Ltd		761.20		
295	INV 00074952	10/05/2023	9	Corsign (WA) Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - Children Crossing Signs x 6, Kangaroo Signs x 2, Bus Stop Tags x 6, Road Plant Ahead Signs x 4	761.20		
296	EFT20900	19/05/2023		Regional Communication Solutions		7,141.94		
297	INV INV-2080	09/05/2023	10	Regional Communication Solutions	LYDEKER DEPOT BUILDING MAINTENANCE - Install Cameras	7,141.94		
298	EFT20901	19/05/2023		Kulker Carpentry And Construction		400.00	L	
299	INV IV00000000851	09/05/2023	10	Kulker Carpentry And Construction	GRACE MENZIES PARK - MAINTENANCE/OPERATIONS - Hire of Cherry Picker to Remove Shade Sails	400.00		
300	EFT20902	19/05/2023		Elgas		8,257.00		
301	INV 0360811762	04/05/2023	15	Elgas	NRLC UTILITY - GAS - 5,800L Gas Supplied	8,257.00		
302	EFT20903	19/05/2023		New Cornwall Hotel		930.00	L	
303	INV 464	15/05/2023	4	New Cornwall Hotel	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering For March Council Meeting 15 People	450.00		
304	INV 465	15/05/2023	4	New Cornwall Hotel	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - MBS Dinner Catering	480.00		
305	EFT20904	19/05/2023		Earl Street Physiotherapy		160.00	L	F
306	INV 0037330	05/05/2023	14	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Physio Consultation	80.00		
307	INV 0037356	08/05/2023	11	Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Physio Consultation	80.00		
308	EFT20905	19/05/2023		Williams Rural Supplies		1,574.88		
309	INV 319023	28/03/2023	52	Williams Rural Supplies	DRAINAGE MAINTENANCE GENERAL - Green Pipe for Drains	1,574.88		
310	EFT20906	19/05/2023		Lite n' Easy Pty Ltd		160.41		F
311	INV 6858376	02/05/2023	17	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	160.41		
312	EFT20907	19/05/2023		McPest Pest Control		836.00	L	
313	INV 01606	10/05/2023	9	McPest Pest Control	BRIDGE MAINTENANCE - GENERAL - Termite Inspection & Treatment of Bridges	836.00		
314	EFT20908	19/05/2023		Elders Real Estate Pty Ltd		38.10	L	
315	INV 2210	02/05/2023	17	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Water Charges 07/02/23 - 30/03/23	38.10		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
316	EFT20909	19/05/2023		Dormakaba Australia PTY LTD		2,384.58		F
317	INV 35WA1091401	02/05/2023	17	Dormakaba Australia PTY LTD	CHSP - BUILDING MAINTENANCE - Replace Safey Beam & Install Safety Combination Sensor	2,384.58		
318	EFT20910	19/05/2023		Narrogin Freightlines		87.32	L	
319	INV 11908	08/05/2023	11	Narrogin Freightlines	ADMIN OFFICE BUILDING MAINTENANCE - Freight Charges	87.32		
320	EFT20911	19/05/2023		Spirited Thinking Pty Ltd		814.50		
321	INV INV-3080	10/05/2023	9	Spirited Thinking Pty Ltd	ALBY PARK STAGE SOUND/MUSIC - Consultaion & Planning	814.50		
322	EFT20912	19/05/2023		R Munns Engineering Consulting Services		9,335.70	L	PF
323	INV 665	11/02/2023	97	R Munns Engineering Consulting Services	ROAD MAINTENANCE GENERAL EXPENSES - Design for Tarwonga Road Curve Project	9,335.70		
324	EFT20913	19/05/2023		Narrogin Fruit Trading Pty Ltd		355.41	L	
325	INV INV-0247	10/05/2023	9	Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Community Chest Committee Meeting Catering	118.47		
326	INV INV-0248	10/05/2023	9	Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Southern Regional Tourism Meeting Catering	236.94		
327	EFT20914	19/05/2023		PC Harley Family Trust (Narrogin Newsagency)		28.80	L	F
328	INV 308437	01/05/2023	18	PC Harley Family Trust (Narrogin Newsagency)	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Newspapaers for Jessie House	28.80		
329	EFT20915	19/05/2023		Prime Television (Southern) Pty Limited		1,144.00		
330	INV 465120	30/04/2023	19	Prime Television (Southern) Pty Limited	MEMBERS - ADVERTISING & PROMOTIONS - TV Commercials April 2023	1,144.00		
331	EFT20916	19/05/2023		Reagan James Spanswick		1,115.60	L	
332	INV INV-0013	08/05/2023	11	Reagan James Spanswick	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Install Pipes & Gutters	770.00		
333	INV INV-0014	08/05/2023	11	Reagan James Spanswick	SENIOR CITIZEN CENTRE BUILDING MAINTENANCE - Roof Repairs	345.60		
334	EFT20917	19/05/2023		Clinton Noakes		719.22		
335	INV A132600	10/05/2023	9	Clinton Noakes	Rates refund for assessment A132600 65 DONEY STREET NARROGIN WA 6312	719.22		
336	PAY 24	22/05/2023		PAYROLL	PAYROLL 24 - 22/05/2023		145,213.17	
337	PAY 25	22/05/2023		PAYROLL	PAYROLL 25 - 22/05/2023		789.28	

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
338	PAY 26	22/05/2023		PAYROLL	PAYROLL 26 - 22/05/2023		927.09	
339	PAY 27	22/05/2023		PAYROLL	PAYROLL 27 - 22/05/2023		850.00	
340	EFT20918	24/05/2023		Best Office Systems			170.00	L
341	INV 616668	19/05/2023	5	Best Office Systems	LIB - GENERAL OFFICE EXPENSES - Banner	170.00		
342	EFT20919	24/05/2023		Coles			550.53	L
343	INV 194	30/04/2023	24	Coles	VARIOUS DEPARTMENTS - Coles Account April 2023	550.53		
344	EFT20920	24/05/2023		Synergy			2,141.14	
345	INV 2081803462	10/05/2023	14	Synergy	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Charges 12/04/2023 - 09/05/2023	2,141.14		
346	EFT20921	24/05/2023		Narrogin Packaging			621.45	L
347	INV 00080379	08/05/2023	16	Narrogin Packaging	ADMIN OFFICE BUILDING OPERATIONS - Toilet Supplies	76.25		PF
348	INV 00080398	09/05/2023	15	Narrogin Packaging	CHSP - GENERAL EXPENDITURE - Toilet Supplies	197.60		
349	INV 00080420	12/05/2023	12	Narrogin Packaging	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Sauces for Jessie House	31.00		
350	INV 00080432	13/05/2023	11	Narrogin Packaging	ADMIN OFFICE BUILDING OPERATIONS - Toilet Supplies	67.55		
351	INV 00080431	13/05/2023	11	Narrogin Packaging	VARIOUS PUBLIC TOILETS - Cleaning Supplies	249.05		
352	EFT20922	24/05/2023		St John Ambulance Western Australia Ltd			3,000.00	
353	INV FAINBV01077257	28/04/2023	26	St John Ambulance Western Australia Ltd	NARROGIN AIRPORT-PATIENT TRANSFER FACILITY - Facility Grant for Drainage and Benchtops	3,000.00		F

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
354	EFT20923	24/05/2023		Nutrien Ag Solutions		217.80	L	PF
355	INV 908767894	24/04/2023	30	Nutrien Ag Solutions	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Fencing Supplies	217.80		
356	EFT20924	24/05/2023		Landgate		210.00		
357	INV 383983	10/05/2023	14	Landgate	RATES - VALUATION EXPENSES - Mining Tenement Roll	210.00		
358	EFT20925	24/05/2023		Great Southern Waste Disposal		320.00	L	
359	INV IV00000002507	12/05/2023	12	Great Southern Waste Disposal	THOMAS HOGG OVAL TOILET FACILITY - Pump Out Septic Tank	320.00		
360	EFT20926	24/05/2023		Argus Pest Control		770.00	L	
361	INV 1603	15/05/2023	9	Argus Pest Control	FITOUT OF RAILWAY STATION BUILDING - Termite Treatment of Platform & Doorway	770.00		
362	EFT20927	24/05/2023		Narrogin Chamber Of Commerce		1,000.00	L	
363	INV 00004399	18/04/2023	36	Narrogin Chamber Of Commerce	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Caravan Park Vouchers	1,000.00		
364	EFT20928	24/05/2023		Information Services & Technology		110.00		
365	INV 00023134	08/05/2023	16	Information Services & Technology	COMMUNITY - SUBSCRIPTIONS AND MEMBERSHIPS - MOSAIC 2023 Online Support Plan	110.00		
366	EFT20929	24/05/2023		YMCA WA		490.00		PR
367	INV SI-A011874	15/05/2023	9	YMCA WA	ADMIN - - 3 Month Membership	490.00		
368	EFT20930	24/05/2023		Rylan Pty Ltd		8,200.50		
369	INV 2451	07/03/2023	78	Rylan Pty Ltd	VARIOUS ROADS - Supply & Lay Kerb	8,200.50		
370	EFT20931	24/05/2023		Elgas		9,711.93		
371	INV 0360811761	04/05/2023	20	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - 122L Gas Supplied	173.68		
372	INV 0361053629	11/05/2023	13	Elgas	NRLC UTILITY - GAS - 6,700L Gas Supplied	9,538.25		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
373	EFT20932	24/05/2023		Thing-a-me-bobs		28.46	L	F
374	INV 1178	20/12/2022	155	Thing-a-me-bobs	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Magnetic Shopping List & Crafts Jessie House	28.46		
375	EFT20933	24/05/2023		Epic Fire Solutions T/As MCG Fire Services		319.00		
376	INV INV-2876	16/05/2023	8	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Monthly FDAS & EVAC Test	319.00		
377	EFT20934	24/05/2023		Lite n' Easy Pty Ltd		494.08		F
378	INV 6909694	09/05/2023	15	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	171.61		
379	INV 6878536	16/05/2023	8	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	139.41		
380	INV 6905119	16/05/2023	8	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	95.38		
381	INV 6920361	16/05/2023	8	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy Meals	87.68		
382	EFT20935	24/05/2023		Guardian Safety Pendants		70.00	L	F
383	INV INV-40215	17/01/2023	127	Guardian Safety Pendants	CHCP - CLIENT PURCHASES - Telstra Sim Card	70.00		
384	EFT20936	24/05/2023		Forrest Personnel LTD		1,650.00		
385	INV 210523	12/05/2023	12	Forrest Personnel LTD	LIB - GENERAL OFFICE EXPENSES - Reimbursement For Overpayment of Invoice 78402476	1,650.00		
386	EFT20937	24/05/2023		Robbie's Gutter Cleaning & Gardening Services		680.00	L	
387	INV 737272	08/05/2023	16	Robbie's Gutter Cleaning & Gardening Services	SENIOR CITIZEN CENTRE BUILDING MAINTENANCE - Clean Out of Gutters	680.00		
388	EFT20938	24/05/2023		CRISP Wireless		658.90	L	
389	INV INV-17775	25/04/2023	29	CRISP Wireless	ADMIN - INFORMATION SYSTEMS - Monthly Internet Charges	658.90		
390	EFT20939	24/05/2023		Forms Express Pty Ltd		525.35		
391	INV 244697	09/05/2023	15	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - Rates Final Notices May 2023	525.35		
392	EFT20940	24/05/2023		Spirited Thinking Pty Ltd		1,899.44		
393	INV INV-3079	10/05/2023	14	Spirited Thinking Pty Ltd	TOWN HALL STAGE UPGRADE - Planning & Specifications For Work	1,899.44		
394	EFT20941	24/05/2023		Kirby Freight		165.00	L	

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
395	INV 00009857	15/05/2023	9 Kirby Freight	LANDFILL FACILITY REVEGETATION - Freight Charges Revegetation Project	165.00			
396	EFT20942	24/05/2023	Emprise Pty Ltd T/A Emprise Mobility			4,645.00		F
397	INV IN758697	25/03/2023	60 Emprise Pty Ltd T/A Emprise Mobility	CHCP - CLIENT PURCHASES - Seat Height Reduction Kit, Handset, Recliner Chair & Lift Chair	4,645.00			
398	EFT20943	24/05/2023	Plantrite			1,801.80		
399	INV 00045021	15/05/2023	9 Plantrite	LANDFILL FACILITY REVEGETATION - Various Forestry Tubes	1,801.80			
400	EFT20944	24/05/2023	Narrogin Fruit Trading Pty Ltd			10.50	L	
401	INV 000D2023051110	11/05/2023	13 Narrogin Fruit Trading Pty Ltd	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Admin Office Order	10.50			
402	EFT20945	24/05/2023	Karen Norris			170.20	L	
403	INV 170523	17/05/2023	7 Karen Norris	ADMIN - TRAINING & DEVELOPMENT - Reimbursement Meals DOT Training	170.20			
404	EFT20946	24/05/2023	Team Global Express Pty Ltd			146.00		PF
405	INV 0582-T740710	30/04/2023	24 Team Global Express Pty Ltd	VARIOUS DEPARTMENTS - Freight Charges	130.31			
406	INV 0583-T740710	07/05/2023	17 Team Global Express Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Freight Charges	15.69			
407	EFT20947	24/05/2023	Wandoo Rural Services			700.00		
408	INV 1049	20/04/2023	34 Wandoo Rural Services	OTHCUL - ARTWORK COLLECTION - 2023 Exhibition Project Assistant	700.00			
409	EFT20948	26/05/2023	Narrogin Packaging			29.00	L	
410	INV 00080411	11/05/2023	15 Narrogin Packaging	PARKS & GARDENS MAINTENANCE - Valve Box	29.00			
411	EFT20949	26/05/2023	Great Southern Fuels			1,691.15	L	
412	INV 19013702	18/05/2023	8 Great Southern Fuels	VARIOUS WORKS VEHICLES - 250L Multifleet Eco Engine oil	1,175.11			
413	INV D2144719	18/05/2023	8 Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 300L Unleaded Fuel	516.04			
414	EFT20950	26/05/2023	Halanson Earthmoving			495.00	L	
415	INV 1884	18/05/2023	8 Halanson Earthmoving	2017 VOLVO EC220DL EXCAVATOR (WORKS) - 2.5 Hours Transport Excavator - Highbury West Rd to Clayton Rd	495.00			
416	EFT20951	26/05/2023	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust			14,454.00	L	

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
417	INV IV0000002272	28/04/2023	28 Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	STREET TREE MAINTENANCE - 57.5 Hrs Wet Hire of Side Tipper & 16 Hrs Wet Hire of Loader	14,454.00			
418	EFT20952	26/05/2023	Moore Australia (WA) Pty Ltd			770.00		
419	INV 3382	21/03/2023	66 Moore Australia (WA) Pty Ltd	ADMIN - TRAINING & DEVELOPMENT - Employee Tax Obligations & Fuel Tax Credits Workshop	770.00			
420	EFT20953	26/05/2023	Narrogin Bearing Service			319.00	L	
421	INV IN207455	19/05/2023	7 Narrogin Bearing Service	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - Milwaukee Planer kit	319.00			
422	EFT20954	26/05/2023	Country Paint Supplies			39.70	L	
423	INV 4899001199	18/05/2023	8 Country Paint Supplies	MACKIE PARK MAINTENANCE/OPERATIONS - 1L Paint to Cover Graffiti	39.70			
424	EFT20955	26/05/2023	Narrogin Gasworx			30.00	L	
425	INV 66121	15/05/2023	11 Narrogin Gasworx	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Gas Bottle Railway Dam	30.00			
426	EFT20956	26/05/2023	Farmers Centre (Narrogin) Pty Ltd			192.15	L	
427	INV 88229	23/05/2023	3 Farmers Centre (Narrogin) Pty Ltd	2017 VOLVO EC220DL EXCAVATOR (WORKS) - New Hydraulic Hose & Fitting	192.15			
428	EFT20957	26/05/2023	Melchiorre Plumbing & Gas			165.00	L	
429	INV 2610	14/05/2023	12 Melchiorre Plumbing & Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Drain Cleaning	165.00			
430	EFT20958	26/05/2023	Department of Mines, Industry Regulation and Safety			5,155.18		
431	INV 100523	10/05/2023	16 Department of Mines, Industry Regulation and Safety	BSL LEVY - PAYMENTS - Outstanding Building Services Levy 01/07/2022 - 30/04/2023	5,155.18			
432	EFT20959	26/05/2023	Daimler Trucks Perth			88.67		
433	INV XA980030613	15/05/2023	11 Daimler Trucks Perth	NGN830 2017 FUSO FIGHTER 8T TIP TRUCK (WORKS) - Tank Fitting	88.67			
434	EFT20960	26/05/2023	Komatsu Australia Pty Ltd			198.83		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
435	INV 003221869	18/05/2023	8 Komatsu Australia Pty Ltd	1EYN610 KOMATSU WA380-6 WHEEL LOADER (WORKS) - Supply Service Filters	198.83			
436	EFT20961	26/05/2023	The White Family Trust T/a Narrogin Valley Stockfeed			80.00	L	
437	INV NVS105545	04/03/2023	83 The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 8.5Kg	35.00			
438	INV NVS1100358	16/05/2023	10 The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 8.5Kg	45.00			
439	EFT20962	26/05/2023	Kulker Carpentry And Construction			2,574.00	L	
440	INV IV00000000882	22/05/2023	4 Kulker Carpentry And Construction	FITOUT OF RAILWAY STATION BUILDING - Scotia & Quad for Store Room	2,574.00			
441	EFT20963	26/05/2023	Department Of Water And Environmental Regulation			6,952.00		
442	INV WL7085/2023AF	24/05/2023	2 Department Of Water And Environmental Regulation	WASTE FACILITIES BUILDING OPERATIONS - Annual Licence Fee 2023/24	6,952.00			
443	EFT20964	26/05/2023	BMR Mechanical Pty Ltd			994.86	L	
444	INV INV-1857	19/05/2023	7 BMR Mechanical Pty Ltd	NO3 2020 NISSAN UD TIP TRUCK (WORKS) - Replace Filter, Pressure Limiting Switch & Full System Check	994.86			
445	EFT20965	26/05/2023	Narrogin Freightlines			1,001.92	L	
446	INV INV-12007	20/05/2023	6 Narrogin Freightlines	DRAINAGE MAINTENANCE GENERAL - Pick Up 11.8T Concrete Pipes & Headwalls	1,001.92			
447	EFT20966	26/05/2023	Goodyear Auto Care Narrogin			188.00	L	
448	INV 10103	16/05/2023	10 Goodyear Auto Care Narrogin	VARIOUS VEHICLES - Fitting & Disposal Trailer Tyres	188.00			
449	EFT20967	26/05/2023	CAD Resources			858.00		
450	INV V719323	24/02/2023	91 CAD Resources	PLAN - CONTRACT TOWN PLANNING - 6x Fire Maps	858.00			
451	EFT20968	26/05/2023	Asphalt in a Bag			3,575.00		
452	INV 1677	16/05/2023	10 Asphalt in a Bag	ROAD MAINTENANCE GENERAL EXPENSES - 20Kg Asphalt	3,575.00			
453	EFT20969	31/05/2023	Best Office Systems			1,517.42	L	
454	INV 616839	24/05/2023	7 Best Office Systems	VARIOUS DEPARTMENTS - Photocopier Charges May 2023	1,317.13			
455	INV 617094	25/05/2023	6 Best Office Systems	TOUR - VISITORS CENTRE BUILDING OPERATIONS - Photocopier Charges May 2023	200.29			
456	EFT20970	31/05/2023	Susan Farrell			50.00	L	PF

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
457	INV 023	10/05/2023	21 Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Washing of Laundry May 2023	50.00			
458	EFT20971	31/05/2023	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Catcher Models Buffalo Bull & Classic x3		72.00	L	
459	INV 267275	26/05/2023	5 Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Catcher Models Buffalo Bull & Classic x3	72.00			
460	EFT20972	31/05/2023	Narrogin Glass & Quick Fit Windscreens			885.87	L	
461	INV 00060067	01/03/2023	91 Narrogin Glass & Quick Fit Windscreens	1NO 2022 TOYOTA HILUX 4X4 2.4L DSL DUAL CAB - Supply & Fit Rear Window	415.38			
462	INV 00060509	22/05/2023	9 Narrogin Glass & Quick Fit Windscreens	1EYN610 KOMATSU WA380-6 WHEEL LOADER (WORKS) - Supply Front & Side Glass, 2 x Urethane Cartridges	470.49			
463	EFT20973	31/05/2023	Narrogin Amateur Swim Club			1,701.00	L	
464	INV 012	12/05/2023	19 Narrogin Amateur Swim Club	OTHCUL - COMMUNITY CHEST - Fund Grant Payment Round 2 22/23	1,701.00			
465	EFT20974	31/05/2023	Easifleet			2,369.54		
466	INV 220523	22/05/2023	9 Easifleet	NOVATED LEASES - Employee Expenses 22/05/2023	2,369.54			
467	EFT20975	31/05/2023	Corsign (WA) Pty Ltd			633.60		PF
468	INV 0007355	01/05/2023	30 Corsign (WA) Pty Ltd	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Signage	633.60			
469	EFT20976	31/05/2023	Stabilised Pavements of Australia			94,800.20		PF
470	INV WA-0000987	31/01/2023	120 Stabilised Pavements of Australia	VARIOUS ROADS - Stabilising of Pavements	94,800.20			
471	EFT20977	31/05/2023	Earl Street Physiotherapy			160.00	L	F
472	INV 0037654	18/05/2023	13 Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Physio Consultation	80.00			
473	INV 0037694	22/05/2023	9 Earl Street Physiotherapy	CHCP - CLIENT PURCHASES - Standard Physio Consultation	80.00			
474	EFT20978	31/05/2023	Simply Uniforms			82.39		F
475	INV INV-11670	23/05/2023	8 Simply Uniforms	CHSP - RECRUITMENT - Employee Uniforms	82.39			
476	EFT20979	31/05/2023	Jennifer Fowler			3,144.00		F
477	INV 29T	13/04/2023	48 Jennifer Fowler	CHCP - CLIENT PURCHASES - Cognitive & Functional Report	776.00			
478	INV 30U	09/05/2023	22 Jennifer Fowler	CHCP - CLIENT PURCHASES - Cognitive & Psychological Assessment	582.00			

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
479	INV 31V	09/05/2023	22 Jennifer Fowler	CHCP - CLIENT PURCHASES - Cognitive & Psychological Assessment	582.00			
480	INV 32W	09/05/2023	22 Jennifer Fowler	CHCP - CLIENT PURCHASES - Seating Assessment	525.00			
481	INV 37A2	24/05/2023	7 Jennifer Fowler	CHCP - CLIENT PURCHASES - Cognitive Assessment	679.00			
482	EFT20980	31/05/2023	Sports Surfaces			39,314.00		PF
483	INV INV-1618	23/05/2023	8 Sports Surfaces	NARROGIN TENNIS COURTS LIGHTING & SURFACE UPGRADING - Supply & Re-Surfacing of Court	39,314.00			

Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
				EFT Total \$	818,097.14		

Direct Debits

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
484	DD8738.1	01/05/2023	Australian Taxation Office			38,679.00		
485	INV PAYGPPE24.04.2023	01/05/2023	Australian Taxation Office	PAYG APRIL - PPE 24/04/2023	38,679.00			
486	DD8760.1	09/05/2023	Keenan & Tania Wenning			1,386.67	L	
487	INV RENT 030523	03/05/2023	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent & Internet 03/05/2023	1,386.67			
488	DD8760.2	09/05/2023	Elders Real Estate Pty Ltd			360.00		
489	INV RENT 040523	04/05/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Weekly Rent Ending 04/05/2023	360.00			
490	DD8771.1	16/05/2023	Australian Taxation Office			40,160.82		
491	INV PAYGPPE08.05.2023	16/05/2023	Australian Taxation Office	PAYG MAY - PPE 08/05/2023	40,160.82			
492	DD8775.1	22/05/2023	Australian Taxation Office			37,694.37		
493	INV FBT 22/23	22/05/2023	Australian Taxation Office	FBT Liability 2022/23	37,694.37			
494	DD8776.1	19/05/2023	Elders Real Estate Pty Ltd			720.00	L	
495	INV EMTRS RENT 180523	18/05/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Weekly Rent Ending 18/05/2023	360.00			
496	INV EMTRS RENT 110523	11/05/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Weekly Rent Ending 11/05/2023	360.00			
497	DD8778.1	03/05/2023	Easifleet			924.70		
498	INV 174226	03/05/2023	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holden Colorado (NGN12398) For Bushfire Risk Planning	924.70			
499	DD8782.1	15/05/2023	Sandwai Pty Ltd			1,038.40		F
500	INV 15052023	15/05/2023	Sandwai Pty Ltd	CHSP - INFORMATION SYSTEMS - Monthly Charges April 2023	1,038.40			
501	DD8795.1	25/05/2023	Elders Real Estate Pty Ltd			360.00		
502	INV EMTRS RENT 250523	25/05/2023	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Weekly Rent Ending 25/05/2023	360.00			
503	DD8800.1	18/05/2023	WA Treasury Corporation			5,206.14		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding	
504	INV 121B	18/05/2023		WA Treasury Corporation	Loan No. 121B Interest payment - Repayment of NLC Loan	5,206.14			
505	DD8801.1	26/05/2023		Xero		59.00		F	
506	INV 260523	26/05/2023		Xero	CHSP - INFORMATION SYSTEMS - Xero Monthly Subscription May 2023	59.00			
					Direct Debit Total \$	126,589.10			

Credit Card Purchases

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
507	DD8757.1	09/05/2023		General Credit Card Purchases		6,317.43		PF
508	INV DSAPR0123	04/04/2023		General Credit Card Purchases	HEALTH - TRAINING & DEVELOPMENT - Training Accomodation	330.00		
509	INV MRAPR0223	19/04/2023		General Credit Card Purchases	NGN93 2020 ISUZU D-MAX SINGLE CAB (LEADINGHAND) - Plate Change NGN93 to 1HWR882	30.50		
510	INV MFAPR0423	28/04/2023		General Credit Card Purchases	NGN93 2020 ISUZU D-MAX SINGLE CAB (LEADINGHAND) - New Vehicle Registration NGN93	104.35		
511	INV PRAPR0123	30/03/2023		General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - General items for Jessie House	44.05		
512	INV PRAPR0223	30/03/2023		General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Fresh produce for client lunches	81.35		
513	INV PRAPR0323	05/04/2023		General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Fresh produce client lunches	87.54		
514	INV PRAPR0423	06/04/2023		General Credit Card Purchases	CHSP/CHCP - SUBSCRIPTIONS & MEMBERSHIPS - 4x tickets to Training Event Care Pare partnering skills	1,746.80		
515	INV PRAPR0523	13/04/2023		General Credit Card Purchases	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Fresh produce client lunches	95.82		
516	INV PRAPR0623	14/04/2023		General Credit Card Purchases	CHSP/CHCP - SUBSCRIPTIONS & MEMBERSHIPS - Yearly Membership x25 - Engage & Bridge LMS - Learn	1,848.52		
517	INV FEESAPR23	26/04/2023		General Credit Card Purchases	INVEST - BANK FEES AND CHARGES (INC GST) - NAB international transaction fee	0.36		
518	INV FEESAPR2023	27/04/2023		General Credit Card Purchases	INVEST - BANK FEES AND CHARGES (INC GST) - NAB international transaction fee	13.15		
519	INV DSAPR0223	05/04/2023		General Credit Card Purchases	DCVC (VISITORS CENTRE) OTHER EXPENDITURE - Refreshments NDVC Volunteer	22.85		
520	INV DSAPR0323	06/04/2023		General Credit Card Purchases	ADMIN - TRAINING & DEVELOPMENT - CCAWA Conference Accommodation and Breakfast 2 nights	418.00		
521	INV DSAPR0423	12/04/2023		General Credit Card Purchases	MEMBERS - ADVERTISING & PROMOTIONS - SFO Strategic Job Advertisement	357.50		
522	INV DSAPR0523	17/04/2023		General Credit Card Purchases	FIRE PREVENTION/BURNING/CONTROL - Monthly SMS charges March 2023	17.60		
523	INV DSAPR0623	24/04/2023		General Credit Card Purchases	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Tablecloths for Chambers	517.00		
524	INV DSAPR0723	26/04/2023		General Credit Card Purchases	ADMIN - ADVERTISING - Promotion of Plant Operator position on facebook	12.00		

	Date	# Days to Paid	Name	Description	Invoice Amount	Payment Total	Type	Funding
525	INV DSAPR0823	27/04/2023		General Credit Card Purchases	MEMBERS - MEMBERS CONFERENCE/TRAINING EXPENSES - Accomodation and breakfast HOA	438.24		
526	INV MFAPR0123	18/04/2023		General Credit Card Purchases	VARIOUS DEPARTMENTS - Greeting Messages Monthly Charge April 2023	151.80		
					Credit Card Total \$	6,317.43		

10.3.2 MONTHLY FINANCIAL REPORTS – MAY 2023

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	16 June 2023
Author	Mark Furr - Executive Manager Corporate & Community Services
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	<ol style="list-style-type: none">1. Monthly Financial Reports for May 20232. Strategic Projects Tracker – May 2023

Summary

In accordance with the Local Government Financial Management Regulations (1996), Regulation 34, the Shire is to prepare a monthly Statement of Financial Activity for notation by Council.

Background

Nil

Consultation

Consultation has been undertaken with the Chief Executive Officer and Manager Corporate Services.

Statutory Environment

Local Government (Financial Management) Regulations 1996, Regulation 34 applies.

Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

Financial Implications

All expenditure has been approved via adoption of the 2022-23 Annual Budget or resulting from a Council resolution.

Council is requested to review the May 2023 Monthly Financial Report, noting that Council is advised of the following matters:

- Creditors - A total of 280 invoices were paid in May 2023, of which 87% were paid within 30 days. Average days for invoices to be paid in May was 19 days in comparison to 15 days in April.
- Debtors - 90-day debtors in May was \$44,277 of which 99.5% of this debt is attributed to an agreed long term debt with the Hockey Club which will carry forward in accordance with the Deed of Agreement. Elected Members should note that the Hockey Club has honoured its agreed payments for 2022/23. There are a further two debtors, totalling \$277 being followed up by the debtors' clerk.

- Rates – The amount received to date is 92% of the total to be collected, and there is still more than \$563k to be collected from both current and arrears rates. It should be noted that there is approximately \$204k related to Pensioner Rate Deferments and a further \$200k related to three (3) rates debtors that have been owing for more than three (3) years.
- Budget 2023/24 – The budget process continues to progress with the draft budget now with the CEO for review, prior to final amendments before the Elected Members' Monthly Briefing Session workshop in July, and final submission to Council for endorsement at July's Ordinary Council meeting.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation

Comment/Conclusion

The May 2023 Monthly Financial Report is presented for review.

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's Financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.	Rare (1)	Moderate (3)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; work health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating of 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Monthly Financial Reports for May 2023, Council note the Reports as presented.

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 MAY 2023



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

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Annual Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
FOR THE PERIOD ENDED 31 MAY 2023								
		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		2,550,000	2,539,662	2,539,662	2,539,662	0	0%	
Revenue from operating activities								
General Purpose Funding - Rates		5,429,467	5,429,467	5,429,467	5,417,364	(12,103)	0%	
General Purpose Funding - Other		921,965	981,965	947,376	1,059,157	111,780	12%	▲
Governance		1,153	1,153	1,153	1,825	672	58%	▲
Law, Order and Public Safety		265,136	265,136	262,323	284,631	22,307	9%	
Health		17,313	17,313	15,870	36,620	20,751	131%	▲
Education and Welfare		2,094,046	2,094,046	1,992,523	1,714,105	(278,418)	-14%	▼
Housing		17,651	17,651	16,958	20,066	3,108	18%	
Community Amenities		1,214,051	1,249,051	1,216,792	1,261,032	44,240	4%	
Recreation and Culture		57,575	57,575	56,360	92,865	36,505	65%	▲
Transport		358,876	362,916	348,116	292,104	(56,012)	-16%	▼
Economic Services		444,393	413,668	381,879	404,245	22,365	6%	
Other Property and Services		178,115	178,115	163,286	83,958	(79,328)	-49%	▼
		10,999,740	11,068,055	10,832,104	10,667,972	(164,133)		-2%
Expenditure from operating activities								
General Purpose Funding		(303,377)	(385,653)	(354,042)	(272,234)	81,809	23%	▲
Governance		(662,558)	(716,875)	(631,467)	(544,186)	87,281	14%	▲
Law, Order and Public Safety		(853,867)	(874,511)	(811,301)	(658,050)	153,251	19%	▲
Health		(338,061)	(281,742)	(273,181)	(238,279)	34,903	13%	▲
Education and Welfare		(2,078,303)	(2,024,445)	(1,865,768)	(1,558,840)	306,927	16%	▲
Housing		(57,524)	(57,524)	(40,155)	(49,195)	(9,040)	-23%	
Community Amenities		(1,651,084)	(1,500,222)	(1,376,609)	(1,207,036)	169,572	12%	▲
Recreation and Culture		(3,332,463)	(3,323,803)	(3,049,195)	(3,154,512)	(105,317)	-3%	
Transport		(3,463,790)	(3,708,518)	(3,403,512)	(3,135,463)	268,049	8%	
Economic Services		(819,671)	(791,646)	(721,223)	(644,543)	76,679	11%	▲
Other Property and Services		(160,124)	(104,449)	(123,587)	(189,447)	(65,860)	-53%	▼
		(13,720,820)	(13,769,387)	(12,650,040)	(11,651,786)	998,254		
Operating activities excluded from budget								
Add back Depreciation		2,947,189	2,947,189	2,701,590	2,861,437	159,847	6%	
Adjust (Profit)/Loss on Asset Disposal	12	67,476	67,476	61,853	(807)	(62,660)	-101%	▼
Adjust Employee Benefits Provision (Non-Current)		0	0	0	0	0	0%	
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0	0	0%	
Movement in Leave Reserve (Added Back)		0	0	0	0	0	0%	
Stock increase		0	0	0	9,201	9,201	0%	
Amount attributable to operating activities		2,843,585	2,852,995	3,485,170	4,425,679	940,510		
Investing Activities								
Non-Operating Grants, Subsidies and Contributions		4,504,938	4,521,677	3,289,702	1,352,397	(1,937,305)	59%	▼
Purchase of Investments at fair value through P&L		7,795	7,795	0	0	0	0%	
Land and Buildings	11	(2,800,382)	(2,843,562)	(2,597,209)	(377,131)	2,220,078	85%	▲
Plant and Equipment	11	(2,390,600)	(2,515,552)	(2,345,276)	(649,338)	1,695,938	72%	▲
Furniture & Equipment	11	(588,674)	(584,674)	(516,285)	(176,707)	339,578	100%	▲
Infrastructure Assets - Roads	11	(2,393,823)	(2,302,565)	(2,115,145)	(1,802,122)	313,023	100%	▲
Infrastructure Assets - Footpaths	11	(51,000)	(51,000)	(46,750)	0	46,750	100%	▲
Infrastructure Assets - Road Drainage	11	(30,000)	(30,000)	(27,500)	0	27,500	100%	▲
Infrastructure Assets - Parks and Gardens	11	(350,520)	(310,520)	(303,187)	(131,779)	171,407	100%	▲
Infrastructure Assets - Aerodromes	11	(30,000)	(30,000)	(30,000)	(30,000)	0	100%	
Infrastructure Assets- Bridges	12	(588,000)	(588,000)	(516,600)	0	516,600	100%	▲
Infrastructure Assets- Other	12	(515,733)	(514,494)	(412,140)	(127,171)	284,969	69%	▲
Proceeds from Disposal of Assets	12	232,000	300,044	300,044	234,459	(65,585)	0%	
Proceeds from insurance		0	0	0	0	0	0%	
Amount attributable to investing activities		(4,993,999)	(4,940,851)	(5,320,345)	(1,707,392)	3,612,953		
Financing Activities								
Proceeds from New Debentures	13	450,000	450,000	0	0	0	0%	
Proceeds from Advances		0	0	0	0	0	0%	
Repayment of Debentures	13	(214,581)	(214,903)	(191,856)	(190,249)	1,607	1%	
Self-Supporting Loan Principal		0	0	0	0	0	0%	
Transfer from Reserves	10	4,550,959	4,488,723	0	0	0	0%	
Advances to Community Groups		0	0	0	0	0	0%	
Transfer to Reserves	10	(2,635,964)	(2,635,964)	0	0	0	0%	
Amount attributable to financing activities		2,150,414	2,087,855	(191,856)	(190,249)	1,607		
Net Capital		(0)	(0)	(2,027,027)	2,528,039	4,555,070		
Total Net Operating + Capital		(0)	(0)	(2,027,027)	2,528,039	4,555,070		
Closing Funding Surplus(Deficit)	3	(0)	(0)	(2,027,027)	2,528,039	4,555,070		

KEY INFORMATION

▲▼ 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.

The material variance adopted by Council for the current year is \$15,000 or 10% whichever is the greater.

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

**EXPLANATION OF
MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$15,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
General Purpose Funding - Other	111,780	12%	▲	Permanent	Income higher due to increased investment activity due to significantly improved interest rates on term deposits.
Health	20,751	131%	▲	Permanent	Variance due processing of inter-Shire revenue for the health officers, and the \$11k ECU Healthway pilot project grant.
Education and Welfare	(278,418)	(14%)	▼	Permanent	Income lower due to timing of CHCP grant funding and lower income generated todate in the respite and social support activities under the the CHSP programme, resulting in lower expenditure for the same activity.(see below).
Recreation and Culture	36,505	65%	▲	Permanent	Income higher due to unanticipated grants from National Australia Day Council \$16k and Co-operative Bulk Handling \$10k, matched by increased expenditure.
Transport	(56,012)	(16%)	▼	Timing	Income lower mainly due to lower licencing commission income than envisaged in budget(\$20k), and timing of plant disposal gains being carried over to next financial year(\$30k).
Other Property and Services	(79,328)	(49%)	▼	Timing	Income lower due to lower private works income and admin recoveries and operational grant being re-budgeted for next year.
Expenditure from operating activities					
General Purpose Funding	81,809	23%	▲	Timing	Expenditure lower mainly due to timing of debt collection and valuation expenses (\$50k) and valuation expenses (\$14k) expected to mostly occur next financial year.
Governance	87,281	14%	▲	Permanent	Expenditure lower due to timing of various services such as consultancy (\$30k); valuation fees(\$10k); advertising and admin cost allocations being re-budgeted for next financial year.
Law, Order and Public Safety	153,251	19%	▲	Permanent	Expenditure lower mainly due to early completion of bushfire risk mitigation activities, and a drop in depreciation of the SES vehicle storage shed due to devaluation.
Health	34,903	13%	▲	Timing	Expenditure lower due to Health Officer vacancy at the beginning of the financial year resulting in lower salary and wage costs. Vacancy now filled.
Education and Welfare	306,927	16%	▲	Permanent	Lower expenditure mainly due to lower salary expense and service cost associated with services provided to CHSP and CHCP customers, as well as variation to admin allocations.
Community Amenities	169,572	12%	▲	Timing	Expenditure lower due to timing of invoicing for waste management \$60k, toilets maintenance and operational costs \$50k, and timing of town planning operational expenditure \$54k.
Economic Services	76,679	11%	▲	Permanent	Expenditure lower due to lower building control wages \$10k, lower tourism costs \$24k, reduced admin allocations \$25k and timing of standpipe maintenance costs \$16k.
Other Property and Services	(65,860)	(53%)	▼	Timing	Variance mainly due to higher expenditure on admin and public work overheads.
Investing Activities					
Non-operating Grants, Subsidies and Contributions	(1,937,305)	59%	▼	Timing	Capital grants Income lower mainly due to timing of ESL-SES Capital grant (\$992k); bridges (\$588k), and Library (\$200k) being carried over to next financial year.
Capital Acquisitions	5,615,843	60%	▲	Timing	Project expenditure lower than predicted budget mainly due to timing of major projects such as Homecare relocation (\$800k); Library extension (\$361k); Construction of chalets (\$390k); Incident control vehicle purchase (\$810k); Flocon road sealer (\$321k), and Whinbin Rock road bridge (\$516k). These are being carried over to next financial year.

KEY INFORMATION

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

▲ Favourable variance

▼ Unfavourable variance

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2023**

**MONTHLY SUMMARY
INFORMATION**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to reporting period.
Prepared by: Manager Corporate Services
Reviewed by: Executive Manager Corporate & Community Services

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of the *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

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 and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has 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.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Local Government 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.

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

SIGNIFICANT ACCOUNTING POLICIES

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.

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.

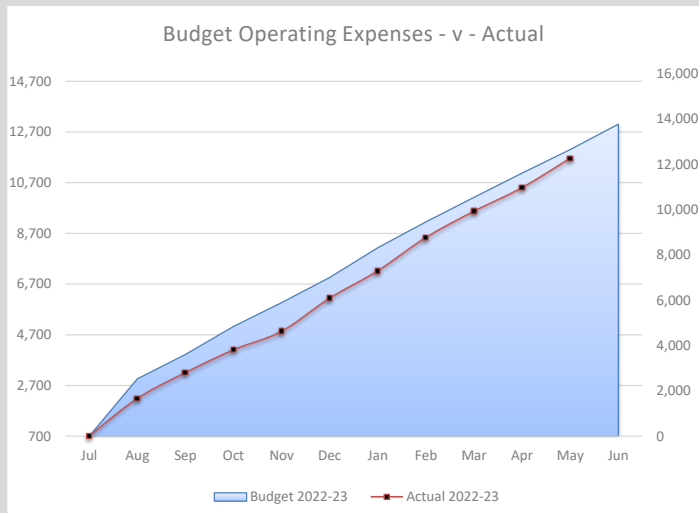
ROUNDING OFF FIGURES

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

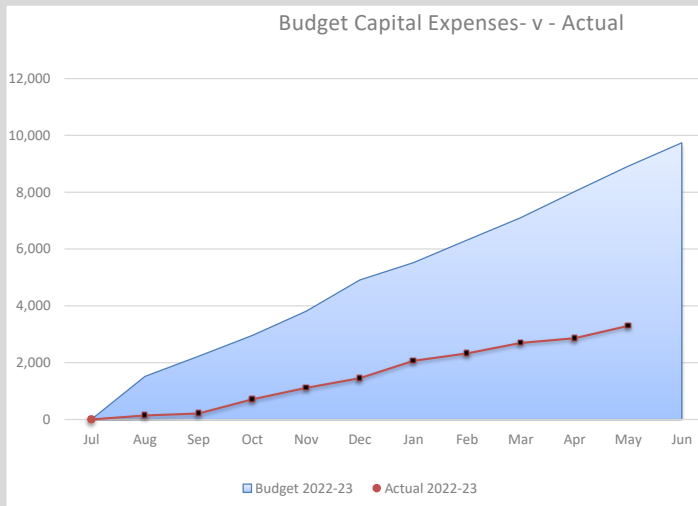
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2023**

**MONTHLY SUMMARY INFORMATION
GRAPHS**

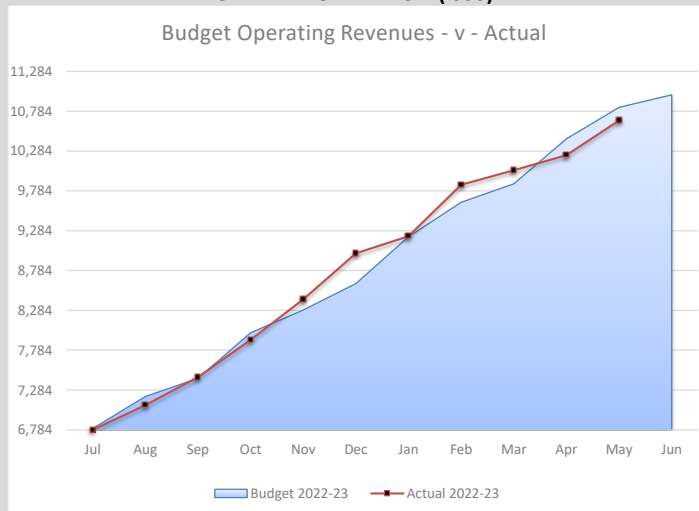
OPERATING EXPENSES ('000)



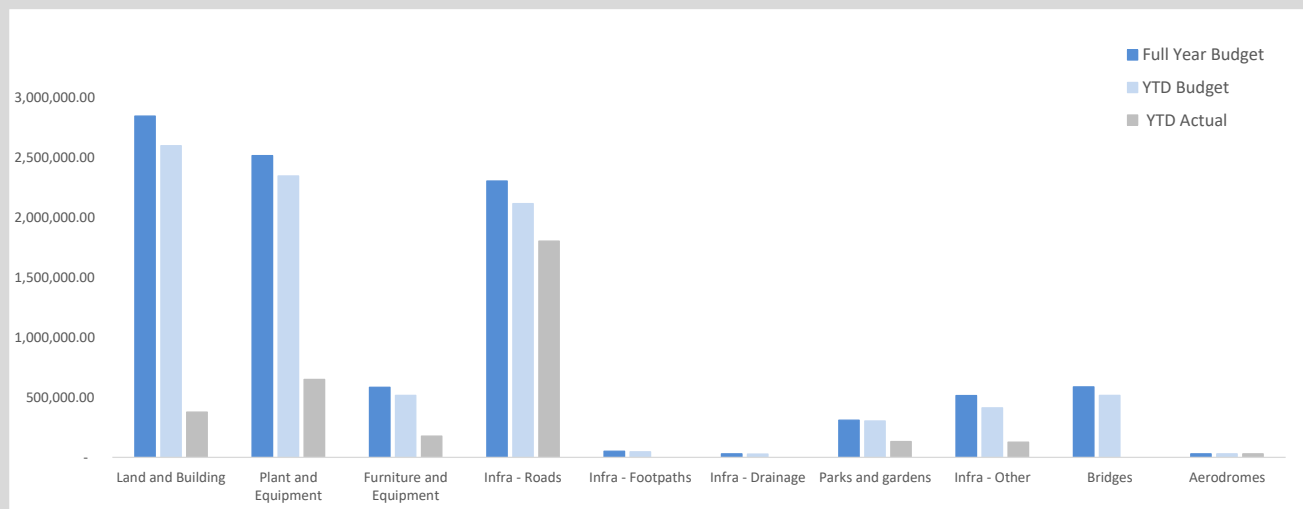
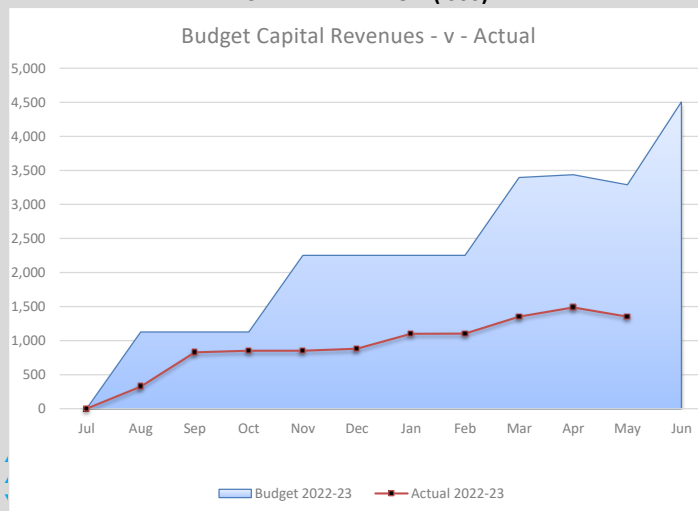
CAPITAL EXPENSES ('000)



OPERATING REVENUE ('000)



CAPITAL REVENUE ('000)



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

NET CURRENT ASSETS

SIGNIFICANT ACCOUNTING POLICIES

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 Local Government's operational cycle. In the case of liabilities where Local Government does not have 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 the Local Government's intentions to release for sale.

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 Local Government 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 Local Government 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

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

▲ Favourable variance

▼ Unfavourable variance

PROVISIONS

Provisions are recognised when: The Local Government 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 them included in the same class of obligations may be small.

INVENTORIES

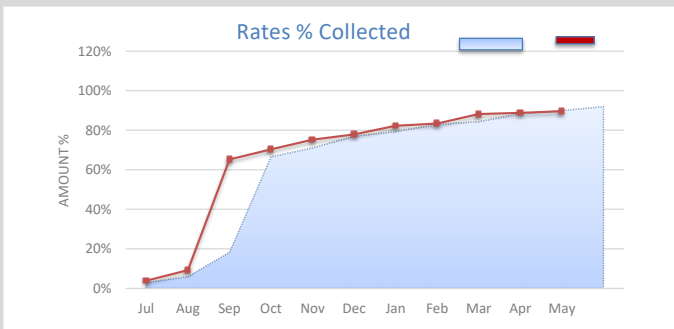
Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

**OPERATING ACTIVITIES
RECEIVABLES**

Rates Receivable	30 Jun 22	31 May 23	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	476,999	581,945	Receivables - General	105,727	53,539	5,145	44,264	208,675
RATES - Rates Levied - GRV	3,236,553	3,407,588	Percentage	51%	26%	2%	21%	
RATES - Rates Levied - UV	1,061,898	1,134,890						
RATES - Minimum Rates Levied - GRV	605,360	645,213						
RATES - Minimum Rates Levied - UV	201,942	229,673						
RATES - Interim Rates Levied - GRV	10,525	10,967						
RATES - Back Rates Levied - GRV	(891)	6,848						
RATES - Ex-Gratia Rates (CBH, etc.)	10,627	11,525						
Instalment Admin fee	0	33,131						
Priave S/Pool Inspection fees	1,914	1,860						
Domestic Refuse Collection Charges	493,743	511,226						
Domestic Services (Additional)	3,807	4,457						
Commercial Collection Charge	45,561	184,223						
Commercial Collection Charge(additional)	45,330	47,338						
Domestic Recycling Service	180,224	184,223						
Non-Rateable Collection Charge	39,984	73,541						
Non-Rateable Additional Pick Up	33,345	37,338						
Commercial Additional Pick Up	25,573	25,636						
FESA ESL	280,218	296,485						
Total Rates and Rubbish (YTD)	6,275,714	6,846,161	GST Input					
Less Collections to date	(6,317,638)	(6,865,202)	Provision For Doubtful Debts (including Rates)					(150,000)
Net Rates Collectable	435,075	562,904	Total Receivables General Outstanding					58,674.93
% Collected (Current and Arrears)	93.56%	92.42%	Amounts shown above include GST (where applicable)					
Pensioner Deferred Rates		(195,110)						
Pensioner Deferred ESL		(8,986)						
Total Rates and Rubbish, ESL, Excess Rates		358,808						

KEY INFORMATION



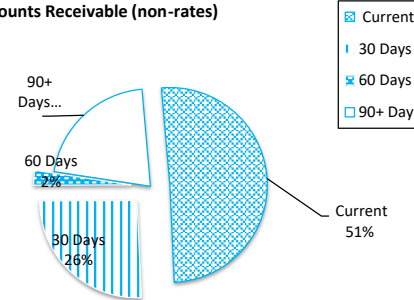
Collected

92%

Rates Due

\$358,808

Accounts Receivable (non-rates)



Debtors Due

\$208,675

Over 30 Days

26%

Over 90 Days

21%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
ADJUSTED NET CURRENT ASSETS

FOR THE PERIOD ENDED 31 MAY 2023

Current Assets

Cash Unrestricted
Cash Restricted - Reserves
Cash Restricted -Term Deposits
Cash Unrestricted- Term Deposits
Cash Restricted - Trust
Receivables - Rates and Rubbish, ESL, Excess Rates
Receivables - Other
Inventories

Less: Current Liabilities

Payables
Lease Liabilities
Loan Liability
Provisions

Net Current Asset Position

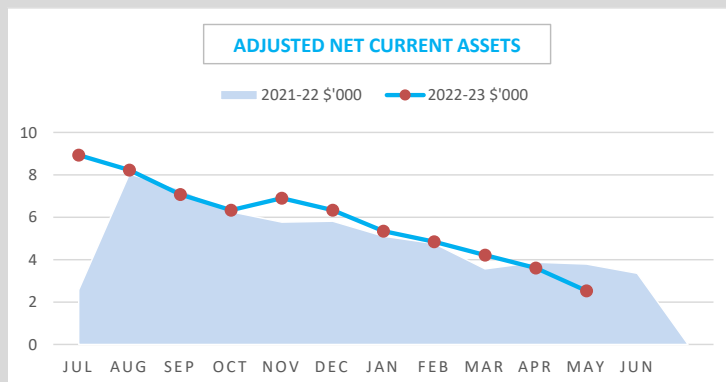
Less: Cash Restricted
Add Back: Component of Leave Liability not Required to be funded
Add Back: Current Loan Liability Current Portion of Lease Liability
Adjustment for Trust Transactions Within Muni
Longterm portion of sundry debtors

Net Current Funding Position

	Last Years Closing	This Time Last Year	Year to Date Actual
	30 Jun 2022	31 May 2022	31 May 2023
	\$	\$	\$
9,040,705	3,151,510	3,646,283	2,595,469
	2,871,461	4,679,477	1,397
	2,000,000	0	4,948,699
	0	0	100,000
	17,676	34,999	31,115
	230,979	359,579	358,808
	742,500	225,487	270,933
	26,579	36,188	44,981
	9,040,705	8,982,014	8,351,403
	(1,249,238)	(148,369)	(578,342)
	(36,042)	(11,769)	(36,042)
	(214,581)	(197,212)	(250,623)
	(695,826)	(749,986)	(653,352)
	(2,195,687)	(1,107,336)	(1,482,318)
	6,845,018	7,874,678	6,869,085
	(4,871,461)	(4,679,477)	(4,950,096)
	361,204	361,184	361,204
	214,581	197,212	250,623
	36,042	11,769	36,042
	(1,721)	(4,916)	5,181
	(44,000)	0	(44,000)
	2,539,662	3,760,450	2,528,039

SIGNIFICANT ACCOUNTING POLICIES

Please see page 5 for information on significant accounting policies relating to Net Current Assets.



KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.

Year YTD Actual

Surplus(Deficit)

\$2.53 M

This Time Last Year

Surplus(Deficit)

\$3.76 M

NOTE: For the Cash Assets above the following investments have been made as at reporting date:

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

	▲ Favourable variation	<u>Maturity Date</u>	<u>Rate</u>	<u>Institution</u>	<u>Investment %</u>
<u>Cash Restricted (Reserves)</u>	▼ Unfavourable variation	<u>Maturity Date</u>	<u>Rate</u>	<u>Institution</u>	<u>Investment %</u>
NAB (Investment 2)	2,018,000	30/06/2023	4.25%	NAB	40%
Bankwest (Investment 2)	2,524,699	30/06/2023	3.30%	Bankwest	50%
NAB (Investment 3)	406,000	30/06/2023	4.25%	NAB	8%
<u>Municipal Funds</u>					
NAB (Investment 3)	100,000	30/06/2023	4.25%	NAB	2%
	<u>5,048,699</u>				<u>100%</u>
<u>Investment Summary</u>					
NAB (Investments 2&3)	2,524,000		Adheres to investment		50%
Bankwest (Investment 2)	2,524,699		Policy		50%
	<u>5,048,699</u>				<u>100%</u>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

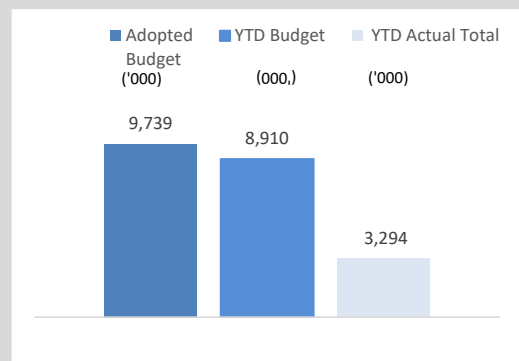
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,800,382	2,843,562	2,597,209	377,131	2,220,078
Plant & Equipment	2,390,600	2,515,552	2,345,276	649,338	1,695,938
Furniture & Equipment	588,674	584,674	516,285	176,707	339,578
Roads	2,393,823	2,302,565	2,115,145	1,802,122	313,023
Footpaths	51,000	51,000	46,750	0	46,750
Road Drainage	30,000	30,000	27,500	0	27,500
Infrastructure- Bridges	588,000	588,000	516,600	0	516,600
Other Infrastructure	515,733	514,494	412,140	127,171	285,364
Parks and Gardens	350,520	310,520	303,187	131,779	171,407
Aerodromes	30,000	30,000	30,000	30,000	0
Capital Expenditure Totals	9,738,732	9,770,367	8,910,091	3,294,248	5,616,238

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Current Annual Budget	Current Budget	YTD Actual	% Spent
	\$9.74 M	\$9.77 M	\$3.29 M	34%

To be read in conjunction with Strategic Projects Tracker

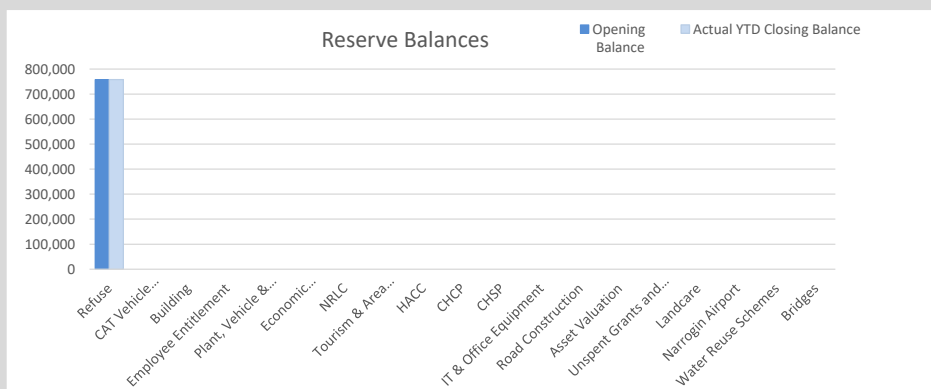
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Refuse	757,720	9,390	0	47,390	0	35,000	0	770,110	757,720
CAT Vehicle Replacement	#NAME?	70	0	8,070	0	0	0	#NAME?	#NAME?
Building	#NAME?	2,240	0	2,240	0	150,355	0	#NAME?	#NAME?
Employee Entitlement	#NAME?	4,470	0	4,470	0	0	0	#NAME?	#NAME?
Plant, Vehicle & Equipment	#NAME?	7,680	0	432,680	0	833,000	0	#NAME?	#NAME?
Economic Development	#NAME?	950	0	950	0	40,000	0	#NAME?	#NAME?
NRLC	#NAME?	3,750	0	53,750	0	351,000	0	#NAME?	#NAME?
Tourism & Area Promotion	#NAME?	970	0	970	0	0	0	#NAME?	#NAME?
HACC	#NAME?	5,454	0	5,454	0	447,241	0	#NAME?	#NAME?
CHCP	#NAME?	8,320	0	759,083	0	906,578	0	#NAME?	#NAME?
CHSP	#NAME?	9,100	0	1,232,801	0	1,532,194	0	#NAME?	#NAME?
IT & Office Equipment	#NAME?	320	0	320	0	0	0	#NAME?	#NAME?
Road Construction	#NAME?	4,160	0	4,160	0	200,000	0	#NAME?	#NAME?
Asset Valuation	#NAME?	390	0	390	0	0	0	#NAME?	#NAME?
Unspent Grants and Contributions	#NAME?	0	0	0	0	0	0	#NAME?	#NAME?
Landcare	#NAME?	886	0	886	0	5,000	0	#NAME?	#NAME?
Narrogin Airport	#NAME?	680	0	15,680	0	0	0	#NAME?	#NAME?
Water Reuse Schemes	#NAME?	430	0	17,930	0	15,000	0	#NAME?	#NAME?
Bridges	#NAME?	740	0	48,740	0	35,591	0	#NAME?	#NAME?
		60,000	0	41,518	0	4,550,959	0	#NAME?	#NAME?

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Date	GL / Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	2030199	RATES - Administration Allocated	280922.006	Operational Expenditure			(38,639)	(38,639)
	2030299	GENGRANT - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(57,958)
	2030399	INVEST - Administration Allocated	280922.006	Operational Expenditure			(5,000)	(62,958)
	2030499	GENFUND - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(82,277)
	2040199	MEMBERS - Administration Allocated	280922.006	Operational Expenditure		19,637		(62,640)
	2040299	OTHGOV - Administration Allocated	280922.006	Operational Expenditure			(56,955)	(119,595)
	2050199	FIRE - Administration Allocated	280922.006	Operational Expenditure		19,318		(100,277)
	2050299	ESL - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(119,596)
	2050399	ANIMAL - Administration Allocated	280922.006	Operational Expenditure		19,319		(100,277)
	2050499	OLOPS - Administration Allocated	280922.006	Operational Expenditure		19,567		(80,710)
	2070399	HEALTH - Administration Allocated	280922.006	Operational Expenditure		19,319		(61,391)
	2070699	OTH HEALTH - Administration Allocated	280922.006	Operational Expenditure			(1,000)	(62,391)
	2080199	PRE-SCHOOL - Administration Allocated	280922.006	Operational Expenditure		8,159		(54,232)
	2080499	CHCP - Administration Allocated	280922.006	Operational Expenditure			(31,925)	(86,157)
	2080599	CHSP - Administration Allocated	280922.006	Operational Expenditure			(2,152)	(88,309)
	2080699	AGEDSNRS - Administration Allocated	280922.006	Operational Expenditure		32,800		(55,509)
	2080799	AGEDOTHER - Administration Allocated	280922.006	Operational Expenditure			(9,659)	(65,168)
	2080899	WELFARE - Administration Allocated	280922.006	Operational Expenditure		61,635		(3,533)
	2100199	SAN - Administration Allocated	280922.006	Operational Expenditure		131,542		128,009
	2100299	SANOTH - Administration Allocated	280922.006	Operational Expenditure		38,637		166,647
	2100899	COM AMEN - Administration Allocated	280922.006	Operational Expenditure			(19,319)	147,328
	2110199	HALLS - Administration Allocated	280922.006	Operational Expenditure		19,319		166,647
	2110299	NRLC - Administration Allocated	280922.006	Operational Expenditure			(19,318)	147,328
	2110399	REC - Administration Allocated	280922.006	Operational Expenditure			(19,319)	128,009
	2110699	HERITAGE - Administration Allocated	280922.006	Operational Expenditure			(9,659)	118,350
	2110899	OTHCUL - Administration Allocated	280922.006	Operational Expenditure		38,637		156,987
	2120299	ROADM - Administration Allocated	280922.006	Operational Expenditure			(172,684)	(15,697)
	2120399	PLANT - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(35,016)
	2120499	AERO - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(54,335)
	2120599	LICENSING - Administration Allocated	280922.006	Operational Expenditure			(28,978)	(83,313)
	2130199	RURAL - Administration Allocated	280922.006	Operational Expenditure		18,978		(64,335)
	2130299	TOUR - Administration Allocated	280922.006	Operational Expenditure		19,319		(45,016)
	2130399	BUILD - Administration Allocated	280922.006	Operational Expenditure		19,319		(25,697)
	2130499	SALEYARDS - Administration Allocated	280922.006	Operational Expenditure			(1,000)	(26,697)
	2130699	ECONOM - Administration Allocated	280922.006	Operational Expenditure			(28,978)	(55,676)
	2140199	PRIVATE - Administration Allocated	280922.006	Operational Expenditure		14,317		(41,359)
	2140299	PWO - Administration Allocated	280922.006	Operational Expenditure		73,011		31,653
	2140399	POC-Administration Allocated	280922.006	Operational Expenditure			(31,653)	(0)

Date	GL / Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	IR339	Ngn Valley Rd (Construction) 3.5Km Out It Transport	280922.002	Capital Expenses			(200,000)	(200,000)
	R2R212	Narrogin Valley Road - Renewal (Rural) (R2R)	280922.002	Capital Expenses		200,000		0
	5120150	ROADC - Transfers From Reserve	280922.002	Capital Income			(128,758)	(128,758)
	R2R213	Chomley Road (R2R) Reseal Slk 15.23 - 16.81	280922.002	Capital Expenses		32,000		(96,758)
	R2R216	#NAME?	280922.002	Capital Expenses			(286)	(97,044)
) Budget and YTD A	R2R337	#NAME?	280922.002	Capital Expenses		1,288		(95,756)
▾ Favourable varianc	R2R338	#NAME?	280922.002	Capital Expenses		8,666		(87,090)
Unfavourable variari	R2R338	#NAME?	280922.002	Capital Expenses		8,666		(78,424)
	R2R340	#NAME?	280922.002	Capital Expenses		2,315		(76,109)
	R2R341	#NAME?	280922.002	Capital Expenses		1,340		(74,769)
	R2R342	#NAME?	280922.002	Capital Expenses		2,000		(72,769)
	R2R343	Range Road (R2R) Reseal Slk 0 - 1.37	280922.002	Capital Expenses		5,971		(66,798)
	R2R344	Stewart Place (R2R) Reseal Slk 0 - 0.15	280922.002	Capital Expenses			(1,671)	(68,469)
	R2R345	Stewart Road (R2R) Reseal Slk 0 - 0.53	280922.002	Capital Expenses			(2,428)	(70,897)
	R2R346	Tanner Street (R2R) Reseal Slk 0 - 0.148	280922.002	Capital Expenses			(1,050)	(71,947)
	R2R347	Wiese Road (Town) (R2R) Reseal Slk 0 -0.409	280922.002	Capital Expenses		9,760		(62,187)
	PA952	Acquisition Of Fast Fill Trailer	261022.007	Capital Expenses			(15,000)	(77,187)
	5050152	FIRE - Grants (State)	261022.007	Capital Income		15,000		(62,187)
	PD8218	Proceeds From Disposal - Jet Patcher (P8218)	231122.003	Capital Income		20,000		(42,187)
	PD8514A	Proceeds From Disposal Of Dynapak Padfoot	231122.003	Capital Income		40,000		(2,187)
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	231122.003	Capital Expenses			(15,000)	(17,187)
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	231122.003	Capital Expenses			(7,500)	(24,687)
	5120352	PLANT - Transfers from Reserve	231122.003	Capital Income			(37,500)	(62,187)
		Opening Funding surplus/(deficit) as at 01/07/22	230222.010	Opening Surplus(Deficit)			(10,388)	(72,575)
	3030301	INVEST - Interest Earned - Municipal Funds	230222.010	Operating Revenue		60,000		(12,575)
	2040210	OTHGOV - Audit Fees	230222.010	Operating Expenses			(17,000)	(29,575)
	2070300	HEALTH - Salaries & Wages	230222.010	Operating Expenses		38,000		8,425
	2050119	FIRE - Refund of Unspent Grant	230222.010	Operating Expenses			(59,529)	(51,104)
	2080403	CHCP - Allowances	230222.010	Operating Expenses			(2,500)	(53,604)
	2080503	CHSP - Allowances	230222.010	Operating Expenses			(2,500)	(56,104)
	3100600	PLAN - Planning Application Fees	230222.010	Operating Revenue		35,000		(21,104)
	W090	Outdoor Gym Maintenance	230222.010	Operating Expenses			(1,000)	(22,104)
	W140	Airstrip & Grounds Maintenance/Operations	230222.010	Operating Expenses			(4,423)	(26,527)
	3120207	INSURANCE - General Reimbursement	230222.010	Operating Revenue			4,040	(22,487)
	PD8514A	Proceeds From Disposal Of Dynapak Padfoot	230222.010	Capital Revenue			(12,500)	(34,987)
	PD8218	Proceeds From Disposal - Jet Patcher (P8218)	230222.010	Capital Revenue			(10,000)	(44,987)
	4130671	ECONOM - Loan 127 Principal Repayments	230222.010	Capital Expenses			(13,000)	(57,987)
	BC185	Town Hall Office #3 Refurbishment	230222.010	Capital Expenses			(16,390)	(74,377)
	BC208	Narrogin Railway Station Interpretation Signage	230222.010	Capital Expenses			(29,704)	(104,081)
	5110660	HERITAGE GRANTS	230222.010	Capital Revenue		14,852		(89,229)
	BC269	Provision For Accessible Toilets At Thomas Hogg Oval	230222.010	Capital Expenses		40,000		(49,229)

Date	GL / Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	FE034	Replacement Of Copier At Library	230222.010	Capital Expenses		4,000		(45,229)
	RBS204	Blackspot Tarwonga Rd (Rehab) Slk 15.5 - 16	230222.010	Capital Expenses			(15,000)	(60,229)
	IB205	Whinbin Rock Rd Bridge 3125	230222.010	Capital Expenses			(192,000)	(252,229)
	IB204	Tarwonga Rd Bridge 4551	230222.010	Capital Expenses			192,000	(60,229)
	PA072A	P56 Fuso Rosa (Bus)	230222.010	Capital Expenses			(47,000)	(107,229)
	PD072A	Chcp - Proceeds On Disposal Of Assets-P56 Fuso Rosa	230222.010	Capital Revenue			(15,000)	(122,229)
	PA043C	P43 Toyota Corolla	230222.010	Capital Expenses			(9,000)	(131,229)
	PD043B	Chcp - Proceeds On Disposal Of Assets-P43 Toyota Corolla	230222.010	Capital Revenue		9,000		(122,229)
	5080552	CHSP - Transfers From Reserve	230222.010	Capital Revenue		62,000		(60,229)
	IO180	May St Stormwater Catchment Dam	230222.010	Capital Expenses			(1,576)	(61,805)
	BC201	Museum Building (Capital)-Museum Restoration As Per Co 230222.010	230222.010	Capital Expenses		16,914		(44,891)
	FE036	Single Electric Bbq For Gnarojin Park Near Skate Park (To R 230222.010	230222.010	Capital Expenses		2,815		(42,076)
	PE161	Nrlc- Irrigation Pump	230222.010	Capital Expenses		2,114		(39,962)
	PA8219A	Hino 300 Series Crew Cab	230222.010	Capital Expenses			(9,262)	(49,224)
	PD8219A	Proceeds From Disposal Of Hino 300 Series Crew Cab	230222.010	Capital Revenue		10,000		(39,224)
	PA004E	Mg Hs Excite Wagon 2022 (Mclc)- Hybrid	230222.010	Capital Expenses			(10,690)	(49,914)
	PD004E	Proceeds From Disposal Of 2018 Mitsubishi (Mclc)	230222.010	Capital Revenue		1,454		(48,460)
	PA047G	2018 Mitsubishi (Mf/Mcs)	230222.010	Capital Expenses			(14,532)	(62,992)
	PD047G	Proceeds From Disposal Of 2018 Mitsubishi (Mf)	230222.010	Capital Revenue		5,090		(57,902)
	PA065A	2018 Holden(Eho)	230222.010	Capital Expenses			(10,690)	(68,592)
	PD065A	Proceeds On Disposal Eho Vehicle Trax 2018(P65)	230222.010	Capital Revenue		10,000		(58,592)
	PA8163C	2020 Isuzu (Senior Ranger)	230222.010	Capital Expenses			(10,892)	(69,484)
	PD8163C	Proceeds From Disposal Of 2020 Isuzu (Senior Ranger)	230222.010	Capital Revenue		10,000		(59,484)
	5120352	PLANT - Transfers from Reserve	230222.010	Capital Revenue		42,022		(17,462)
	BC277	Building Maintenance-Old Jewellers Shop	230222.010	Capital Expenses			(14,000)	(31,462)
	3130300	BUILD - Building License Fees	230222.010	Operating Revenue			(8,065)	(39,527)
	3130303	BUILD - Building Officer Regional Support Income	230222.010	Operating Revenue			(5,250)	(44,777)
	3130600	ECONOM - Commercial Property Lease income	230222.010	Operating Revenue			(17,410)	(62,187)

Strategic Budget Projects Register 2022/23

AS AT 21 JUNE 2023

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Projects that are either strategic (plans/projects) or critical to implement and manage or of an asset renewal or creation (Capital) in nature that have a budget provision in the current Budget.	UV Code? To be added manually B	UV Code? To be added manually D	Calc column E= C + D	Calc column B - E			- On Track - Off Track - Complete - In Trouble - On Hold	Anticipated completion date of the Project
<input type="checkbox"/> Governance							Not applicable	
<input type="checkbox"/> Members of Council							Not applicable	
Mobile Video Conference Solution for the Council Chambers & Committee Room	\$15,000	\$14,202	\$14,202	\$798	Completed	17/08/22 - Solution scoping completed, quotes obtained and preferred Supplier identified. 30/08/22 - MVC solutions for Chamber and Meeting Room on track for early completion. 17/10/22 - Project completed 28 Aug 22	Complete	17/10/22
<input type="checkbox"/> Law, Order & Public Safety							Not applicable	
Additional Public CCTV Camera's - Installation (subject to grant)	\$200,000	\$0	\$0	\$200,000	High	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 15/08/22 - Investigating Telstra credits to assist funding of project. 15/08/22 - Investigating available grants to proceed. 09/09/22 - Continuing to investigate grant opportunities , those reviewed to date identify CCTV as not applicable. Continue to pursue grant opportunity. 17/10/22 - No change to previous update. 14/11/22 - No grant opportunities found for this project; therefore, project may not be able to proceed in 22/23 5/12/22 - No grant opportunities found. Engagement undertaken however advised that grant criteria did not cover applications for CCTV. As this project is dependent on grant funding and not currently available it is recommended that this project is deferred until suitable grants are identified. 25/01/23 - No further progress on this matter. 13/03/23 - No further action on this matter. 04/04/23 - No further action required. 12/06/23 - Project to be carried over to 2023/24 with same criteria to seek grant funding. (Amount amended to \$100k)	Off Track	30/06/23
SES Building Project	\$62,210	\$4,136	\$5,227	\$58,074	Completed	to inform ESL Grant request in 23/24. 10/1/2023 - Peter Raykos DFES Grants Officer advised that the remaining unspent funds of \$62K can be redirected to offset the costs of the new collocated facility for the design and detail drawing and documentation for tender to construct. Concept drawing being sent to SES and BFB and DFES for comments prior to preparing detail drawings. Quotes also sought from Architect /Designer for detail design and documentation. 4/4/2023 - Design work and costing received for the concept design and costings for submission to the 2023/2024 Local Government Grant Scheme for the joint location of the SES/BFB Facility. 13/6/2023 - Waiting for the outcome of the grant funding before proceeding with next stage of full detail drawings and documentation for tender works.	Complete	30/06/23
Acquisition of Incident Control Vehicle	\$881,900	\$0	\$0	\$881,900	High	17/8/2022 - To be fabricated by DFES 31/08/22 - Still awaiting receipt of vehicle 13/10/22 - DFES advised delivery will be some time away up to 2 years 23/12/22 - DFES advised Project commencement of the ICV is subject to the Operational Fleet Project award of contract for this appliance type which is currently in the concept development phase. At this point in time DFES is unable to provide any further information on the status of this unfortunately however can confirm that the Narrogin ICV build will be some time away. 4/4/2023 - Will be advised by DFES of arrival of ICV 13/6/2023 - no change to status	Off Track	30/06/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
PA952 21/22 Fast Fill Trailer (Carryover from 21/22)	\$7,000.00	\$7,000	\$7,000	\$0	Completed	Budget Amended OCM 25/10/22 as C/Over not included in original 23/12/22 - The Trailer has been completed by Borgas Engineering and waiting for the pump to be installed from Narrogin Pumps before delivery to Normans Lake BFB. Anticipated delivery to Normans Lake end of February 2023. 18/4/23 - waiting for hose to be connected to the pump. Almost completed and to be delivered to Normans Lake end of this month.	Complete	30/06/23
PA953 21/22 Fast Fill Trailer (Carryover from 21/22)	\$8,000.00	\$0	\$0	\$8,000	Completed	Budget Amended OCM 25/10/22 as C/Over not included in original 23/12/22 - Work will commence in February/March 2023. Anticipated to be completed by June 2023. Completed.	Complete	30/06/23
Acquisition of General Rescue Utility	\$110,200	\$0	\$0	\$110,200	High	17/8/2022 - To be fabricated by DFES 31/08/22 - Still awaiting receipt of vehicle 13/10/22 - DFES advised delivery has been delayed and will be a minimum of 18 months. 23/12/22 - DFES advised that the Approved GRU's has been delayed due to the current long (12-18 mth) lead times on the availability & delivery of chassis'. The reduction of backlog has well and truly commenced, however the program will see those projects approved prior to Narrogin delivered first. 4/4/2023 - DFES will advise of completion and arrival of vehicle in due course (12-18 months time) 13/6/2023 -No change to status.	Off Track	30/06/23
<input type="checkbox"/> Education & Welfare							Not applicable	
Narrogin Regional Homecare Ute	\$45,000	\$22,488	\$22,488	\$22,512	Completed	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ created and disseminated to local providers. 21/09/22 - Quotes received option to purchase being determined and expect to submit purchase order in coming days 17/10/22 - Vehicle purchased and already delivered to Homecare.	Complete	17/10/22
P56 Fuso Rosa (Bus)	\$237,000	\$0	\$125,296	\$111,704	High	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ being prepared for dissemination to local providers. 17/10/22 - No change to previous update and within project timeframes 14/11/22 - RFQ being prepared for Dec 22. 05/12/22 - RFQ due for submission by 14 Dec 22. 16/12/22 - RFQ submitted 15/12/22. 25/01/23 - RFT closed with one submission. Quote is higher than budgeted. Reviewing options before progressing. 13/03/23 - With Fuso Rosa quote exceeding budget meeting with Toyota has resulted in quote being compiled for a coaster. Similar specifications but significantly lower in cost. 05/04/23 - Toyota Coaster being ordered without wheelchair modification other than step and handrails. 15/05/23 - Awaiting Delivery 12/06/23 - Advised by Dealership that delivery will not occur before 30 August 2023, therefore this project, both the Acquisition of new and Disposal of current bus will be carried over into 2023/24.	Off Track	30/06/23
P43 Toyota Corolla	\$34,000	\$0	\$31,723	\$2,277	Completed	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ created and disseminated to local providers. 21/09/22 - RFQ completed, and quotes received, however RFQ process halted to allow consideration of new EV legislation from 01 Jul 22 17/10/22 - New legislation considered however relevant EV's not suitable for Homecare purpose and so reverting back to original RFQ determinations and finalising procurement. 14/11/22 - Preferred supplier identified and liaising to secure delivery of vehicle. 05/12/22 - Preferred supplier identified and liaising to secure delivery of vehicle. 25/1/23 - Investigating the acquisition of a Caddy vehicle (wheelchair compatible), due to client demand. if not possible then will revert to purchase of corolla. 13/02/23 - Caddy not available for 18 months, costs exceeding budget significantly. Quote for Corolla Cross approved and awaiting delivery. 13/03/23 - Vehicle to be delivered on 21 March 23. 27/3/2023 Vehicle delivered.	Complete	31/05/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Replacement of Copier at Homecare	\$10,000	\$9,967	\$9,967	\$33	Completed	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 21/09/22 - Quotes obtained for Copiers, and preferred provider has been identified. 17/10/22 - Awaiting delivery. 14/11/22 - Copier delivered and installed, project complete.	Complete	31/12/22
Relocation of Narrogin Regional Homecare Services	\$868,545	\$0	\$0	\$868,545	High	Client - CEO (extreme political risk) 15/08/22 - Project meeting on 19/08 to discuss and agree project scope in consideration of previous resolution and activity associated to project in 21/22 31/08/22 - Meeting with Senior Citizen Centre Committee to take place with SP, CEO and EMCCS, Date to be confirmed by Client. EMCCS and MCCS visited Senior Citizen Centre. 17/10/22 - No further update at this time. 14/11/22 - No further update at this time. 05/12/22 - No further update at this time. 15/12/22 - Relocation unlikely in 22/23. 25/1/23 - No further update and relocation unlikely within FY22/23 13/03/23 - No further update at this time. 05/04/23 - No further update at this time. 15/05/23 - No further update at this time. 12/06/23 - Project to be carried over to 2023/24.	Off Track	30/06/23
<input type="checkbox"/> Community Amenities							Not applicable	
Mackie Park Financial Counselling Office Kitchenette	\$8,000	\$0	\$0	\$8,000	High	Quote sent to CR Fisher. Works suspended pending their advice as to how to proceed given price estimates / scope. 13/6/2023 - 2023/2024 budget consideration.	On Hold	31/05/23
Recycling Shed (Tip Shop) - Subject to Grant	\$50,000	\$0	\$0	\$50,000	High	17/8/2022 - Working with CDO for available funding through Lotterywest on Infrastructure. 4/4/2023 - Funding Submitted to Waste Infrastructure Grant on 31 March 2023. 13/6/2023 - Waiting for outcome on the grant funding.	In Trouble	30/06/23
Landfill facility revegetation	\$10,000	\$394	\$2,434	\$7,566	Completed	500 tube stock ordered and available for planting in May 2023. Have met John/Scott and discussed earthworks and mulching to be completed in April prior to planting. 15/5/23 Earth works, planting and mulching commencing 22/5/23, should only take a few days to complete. Tube stock has arrived. 22.5.23 Now planted and mulched with 500 tube stock. Additional tube stock will be planted on the bund surrounding the dog pound.	Complete	02/06/23
<input type="checkbox"/> Sewerage							Not applicable	
May St Stormwater Catchment Dam	\$8,000	\$7,776	\$7,776	\$224	Completed	All works now complete with dam fully functional and pumping water. Final acquital due last week January 2023	Complete	31/12/22
Retic Pipe Upgrade Clayton Oval TWIS Dam	\$15,000	\$13,421	\$13,421	\$1,579	Completed	Works scheduled February	Complete	31/03/23
<input type="checkbox"/> Cemetery							Not applicable	
Cemetery Upgrade	\$62,502	\$59,391	\$59,391	\$3,111	Completed	Grant project Complete and acquitted January 2023. Shelters, seats and bin surrounds installation were not part of the scope for the grant however will occur prior to 30 June 2023 pending staff availability and labour costs.	Complete	01/02/23
<input type="checkbox"/> Recreation & Culture							Not applicable	
Railway Dam Eco Toilets (LRCIP 3)	\$53,817	\$132	\$32,540	\$21,145	Medium	PO issued 13/02/2023 to M & V Raneri Building Contractors. Work to be complete April/May. Water meter installed and gravel pad in place. 26/04/2023 Steel frames under construction at Fabricators. 13/6/2023 - waiting for frame to be completed and installed on site.	On Track	30/06/23
Fitout of Railway Station Building	\$75,000	\$35,602	\$68,772	\$6,228	High	All complete bar receipt of interp panels and touch screen / software. These items have been purchased and delivery expected July.. Small carryover required.	In Trouble	30/06/23
Railway Station Restoration COVID recovery project	\$100,000	\$96,572	\$97,687	\$2,313	Low	Complete to 98% and under budget (final touches / adjustments now VC has moved in) including photovoltaics on storage shed, however with savings taking opportunity to fit out Storage Shed. Date completion now changed to 31/7/23 for fitout of Storage Shed.	On Track	30/06/23
Narrogin Railway Station and Footbridge Heritage Grant	\$29,704	\$4,424	\$9,509	\$20,195	High	to be added Budget Review Feb 2023. 20/6/2023 - Design for sign completed. Fabrication of signs including pedestal in process. Installations on the arrival of signs and pedestal sometime in September 2023. Stage 2 of 3 completed.	On Track	30/06/23
Museum Restoration as per conservation Report	\$28,441	\$32,041	\$32,041	-\$3,600	Completed	Works Complete. Check remaining/outstanding PO's.	Complete	31/12/22

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Public Art Strategy - Implementation & Carry Over	\$45,455	\$17,145	\$17,145	\$28,310	Low	Last year's carryover works completed. This year's works progressing through quotes and via Townscape for Telstra Building facade. Council resol. to carryover into Reserve. 13/6/2023 - letter sent to Telstra for their Art proposal as per Council resolution. 20/6/2023 - Telstra provided requirements Artworks. Document with Wendy Russell to be tabled to the Townscape Committee.	On Track	30/06/23
Single Electric BBQ for Gnarojin park near Skate park (to replace the former one)	\$7,185	\$7,185	\$7,185	\$0	Completed	Delivered, installed and operational.	Complete	31/03/23
Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	\$50,000	\$0	\$50,354	-\$354	Completed	Have met with HDCC P/O issued. Delivery/Installation time May 2023. Retic modification and site prep by John and Scott to commence first week of May. Site preparation complete. Contractors have installed play equipment. Rubber soft fall contractors due to apply soft fall 23/5/23 for project completion. 22.5.23 Soft fall installed, final tidy and mulching last week of May by inhouse staff. 24/5/23 Complete	Complete	02/06/23
Two wheelchair accessible table settings at Highbury	\$7,000	\$5,730	\$5,730	\$1,270	Completed	Delivered. One table setting installed under gazebo. 7/6/23 The other table setting will be installed under the new shelter should it be accepted in the 2023/24 Budget, if not the table will be installed in Wilbur Park in the new financial year.	Complete	22/06/23
Thomas Hogg Oval Sewer / Electrical upgrade	\$10,000	\$0	\$0	\$10,000	Low	New project to make compliant sewer and electrical to clubrooms following demolition of old ablutions. Quotes pending. Demolition scheduled mid April. 4/4/2023 - Demolition works not proceeding after meeting with Shire representative and Thomas Hogg members. Waiting for future direction. 26/04/2023 Electrical safety Certificate received for existing ablutions. 13/6/2023 Building maintenance officer undertaking further investigation on the works.	On Track	30/06/23
Thomas Hogg Oval Toilet Facility Demolition	\$20,000	\$907	\$1,198	\$18,802	High	Liaise with and consider timing / Revheads Eagles. Demolition scheduled mid April. 4/4/2023 - Demolition works not proceeding as per the meeting between the respective representatives. 13/6/2023 -project to be carry forward to the 2023/2024 budget.	Off Track	30/06/23
Walk Cycle & Mountain Bike Trails Projects	\$138,854	\$64,755	\$115,577	\$23,277	Low	Liaise Doug Sawkins 25/1/2023 - RFQ advertised closed 20 February 2023 4/4/2023 - PO issued to local contractor. 13/6/2023 - works progressing with the upgrade of the gravel track and installation of signage.	On Track	30/06/23
Replacement of Library Copier	\$0	\$0	\$0	\$0	Completed	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 30/08/22 - Review of asset and determination that use is considerably less than criteria for replacement and therefore will not be considered for replacement until next financial year. 50k copies in 5 years as opposed to expected shelf life of 500k in 5 years..	No Longer Proceeding This Budget	31/03/23
XA Class Train Mural Project	\$20,000	\$0	\$0	\$20,000	High	Awaiting completion of Goods Shed and PM706 debate. Mural two carriages? and Train after first high pressure clean, then securing properly, then mural / paint..? Latter project - gut internals and make kid safe for play equipment...? Possibility of painting being done for free (cost of clean / materials). Paul Guest from Wagin, retired painter and train enthusiast doing for free after outside crew clean up and rust proof. Carryover is only the paint purchase (small value estimate \$2k)	In Trouble	30/06/23
ANZAC War memorial repair & restoration	\$45,455	\$35,353	\$35,353	\$10,102	Completed	New ceiling has been completed. Painting contractor to commence work in March 2023 with completion by the 31/3/2023. Approval from the Heritage Council to match with existing colour. 8/2/23 - Contractor advised that work is schedule to commence in the week of 27 February and will require two to three weeks to complete the work. Assurance being given by the contractor that the work will be completed by the end of March. 4/4/2023 - Painting completed. Minor electrical work to be completed.	Complete	31/03/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Upgrade of lighting to LED at Clayton Oval, Narrogin. – Narrogin Hawks Football- Subject to Grant	\$243,000	\$0	\$0	\$243,000	Completed	Client Hawks - grant approved by DSR 24/11/22 at 60k...not 81k..so liaising with Dani Hawks re how they are progressing/financing if they chose higher quote. 26/4/2023 - Susan Guy MCLC liaising with Danni Rowe of the 1/3 contribution to be made. If insufficient contribution, total fund will only match the total of the 1/3 contribution. Total expenses FC \$184,680 plus GST, so Shire 1/3 cont is \$61,560 plus GST. Below Budget.	Complete	30/06/23
Library Extension Project (LRCIP 3)	\$400,000	\$5,926	\$10,576	\$389,424	High	(LRCIP 3) Relocation / logistics during construction? 15/08/22 - Project scoping meeting scheduled for 16/08. 30/08/22 - Meetings with Architect to confirm ACC and DRS 21/09/22 - RFT expected in Oct 22 - Final detail being determined after Engineer's work is completed. 17/10/22 - RFT to be completed by 27 October for dissemination; additional documentation required being sourced and intensive engagement between stakeholders (Architect, Certifier, Structural Engineer to finalise required work). This process along with sewer realignment project separate to RFT process. 20/10/22 - Planning application lodged and approved. 14/11/22 - RFT written and now only waiting for drawings to be certified after further delay from external stakeholders, expected mid-November. 5/12/22 - All required documentation now received and so RFT to be submitted by 14 Dec 22. 25/01/23 - RFQ submitted before Christmas with closing date of 27 Jan 23. No bids as of yet. 13/02/23 - Local Contractors contacted directly. 13/03/23 - Local contractors declined opportunity to participate. Eportal advert to be lodged. Contact with LCRIP to carry over funding into 23/24 to be undertaken in April 2023. 05/04/23 - Awaiting quote from Programmed. Project back on track now that LRCIP 3 grant has been extended by a further 12 months. 15/05/23 - No quote received from Programmed. Reverting to WALGA ePortal to advertise RFQ. 12/06/23 - Project to be carried over into 2023/24.	Off Track	30/06/23
<input type="checkbox"/> Public Halls, Civic Centres							Not applicable	
Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	\$5,000	\$1,650	\$1,650	\$3,350	Completed	Liaise Arts Narrogin	Complete	31/12/22
Equipment for Town Hall (Fans, Stage Light ..)	\$20,000	\$0	\$0	\$20,000	High	Liaise Arts Narrogin 4/4/2023 - Pending the design report from Peter Jago of Spirited Thinking. 13/6/2023 - Due to electrical issue, Fans, stage light etc will be put on hold pending electrical investigation as to what needs to be done to increase the capacity of the current electrical system as advise received from the local electrician that the existing electrical system is already to its limit. Waiting for electrical report to come through as to possible options.	Off Track	30/06/23
Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	\$50,000	\$0	\$0	\$50,000	High	Liaise Arts Narrogin 4/4/2023 - Pending the design report from Peter Jago of Spirited Thinking. 13/6/2023 - Due to electrical issue, Fans, stage light etc will be put on hold pending electrical investigation as to what needs to be done to increase the capacity of the current electrical system as advise received from the local electrician that the existing electrical system is already to its limit. Waiting for electrical report to come through as to possible options.	Off Track	30/06/23
Town Hall Stage Upgrade/ EWP / Rigging	\$55,000	\$9,173	\$9,173	\$45,827	High	Liaise Arts Narrogin 17/8/2022 - PO issued to Peter Jago of Spirited Thinking to develop the design fro the rigging and the needs of the event organiser including stakeholders. 25/1/2023 - Peter Jago to submit first draft by end of January 2023. 4/4/2023 - First report submitted and meeting held with representatives from the Shire and Arts Narrogin. Design sent to Structural Engineer to assess loading over stage area before finalising the design. 13/6/2023 - Rigging, waiting for structural report. EWP seeking quotes. 20/6/2023 - Arts Narrogin through Brad Flett has advised to wait for the approved design to the stage area as to what EWP would be required.	Off Track	30/06/23
Town Hall Office No. 3	\$16,390	\$6,918	\$12,918	\$3,472	Low	New Job OCM 22/2/23. 26/04/2023 New electrical works complete, carpentry works underway at present. 13/6/2023 - Carpentry works completed, painting next 3 weeks , floor covering first week in July, hopefully complete mid-July.	Off Track	30/06/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
<input type="checkbox"/> Narrogin Regional Leisure Centre							Not applicable	
50 KV Generator & Trailer- Subject to Grant	\$35,000	\$0	\$0	\$35,000	High	EMDRS to source funding. 26/4/2023 - First round funding from National Recovery and Resiliency Agency was unsuccessful. 13/6/2023 - Grant funding from other sources to open in Mid July 2023.	Off Track	30/06/23
Narrogin Tennis Courts Lighting & Surface Upgrading (LRCIP 3)	\$210,015	\$70,318	\$205,018	\$4,997	Low	- (LRCIP 3) - Lighting Component Quote of Vizona for Lighting Component let for \$35,700 plus GST - project 10 weeks from 31/7/22 - lighting completed and commissioned 24/11/22. - Courts Component Quote to Sports Surfaces accepted and let - timing of product availability not until March 2023- Need to recoup 2/3rds cash from NTC nearing completion. 22/2/23 - Plexipave courts completed first week May and then move on to the synthetic turf courts end of May (now end of June)	On Track	30/06/23
NRLC- Irrigation Pump	\$11,386	\$33,089	\$33,089	-\$21,703	Completed	Installation now complete 27/10/22 and also accounts for exp on electrical pit drainage issue, which was urgent unbudgeted expenditure..	Complete	31/12/22
Rec Centre Stadium LED Lighting	\$35,000	\$35,126	\$35,126	-\$126	Completed	Works completed to courts 1, 2 & 3. Squash court corridor lighting to be replaced 5/12/2022 . Enitre completion ETA 12/12/2022.	Complete	31/03/23
Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	\$30,000	\$21,166	\$21,166	\$8,834	Completed	Work awarded to Ground Up construction. Work to commence in March. 4/4/2023 - works commencing and should be completed by end of the month. 26/04/2023 works complete.	Complete	30/04/23
Sound Shell at Alby Park	\$50,000	\$740	\$8,220	\$41,780	High	Judith McDougall has provided preliminary drawings. Amendments after review are underway. 13/6/2023 - design provided to CEO on 8/5/2023 for comments.	On Track	30/06/23
Pool Filters-NRLC	\$96,000	\$94,129	\$97,629	-\$1,629	Completed	Liaise YMCA re pool downtime - timing / need 13/6/2023 - maintenance works undertaken to replace filters lining.	Complete	30/06/23
Pool Liner-NRLC	\$80,000	\$0	\$0	\$80,000	High	Liaise YMCA re pool downtime - timing / need 13/6/2023 - no works required. allocate fund for 2023/2024 budget	On Track	30/06/23
Boiler-NRLC	\$75,000	\$0	\$0	\$75,000	High	Liaise YMCA re pool downtime - timing / need. 13/6/2023 - no works required for this financial year. Fund allocated fro 2023/2024 budget.	On Track	30/06/23
<input type="checkbox"/> Transport							Not applicable	
Bottle Creek Place (R2R) Reseal SLK 0 - 0.26	\$11,088	\$8,004	\$8,004	\$3,084	Completed	Completed - awaiting invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
George Street (R2R) Reseal SLK 0.36 - 0.77	\$23,166	\$11,905	\$11,905	\$11,261	Completed	Works in January, P/O issued to seal contractor awaiting to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Highbury West Road (R2R) Reseal SLK 5.15 - 5.65	\$15,714	\$14,403	\$14,403	\$1,311	Completed	Works in January, P/O issued to seal contractor 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Katta Road (R2R) Reseal SLK 0.04 - 0.79	\$95,953	\$22,913	\$22,913	\$73,040	Completed	Completed - awaiting invoice 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
McCormick Way (R2R) Reseal SLK 0 - 0.18	\$8,415	\$5,925	\$5,925	\$2,490	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Newman Street (R2R) Reseal SLK 0 - 0.15	\$5,940	\$4,030	\$4,030	\$1,910	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Pitt Street (R2R) Reseal SLK 0.02 - 0.13	\$6,600	\$4,145	\$4,145	\$2,455	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Range Road (R2R) Reseal SLK 0 - 1.37	\$51,071	\$44,942	\$44,942	\$6,129	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Stewart Place (R2R) Reseal SLK 0 - 0.15	\$6,270	\$6,619	\$6,619	-\$349	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Stewart Road (R2R) Reseal SLK 0 - 0.53	\$22,572	\$14,909	\$14,909	\$7,663	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Tanner Street (R2R) Reseal SLK 0 - 0.148	\$4,950	\$4,168	\$4,168	\$782	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Wiese Road (Town) (R2R) Reseal SLK 0 -0.409	\$23,760	\$12,558	\$12,558	\$11,202	Completed	Waiting for invoice to be matched to PO 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Chomley Road (R2R) Reseal SLK 15.23 - 16.81	\$77,000	\$21,132	\$21,132	\$55,868	Completed	Works in January, P/O issued to seal contractor 27/01/2023 - Invoice paid not using PO 16/03/2023 - Outstanding PO column amended to show \$0.00 balance	Complete	31/03/23
Highbury East Rd Culvert Upgrade	\$60,000	\$19,041	\$19,041	\$40,959	High	P/O issued to NEC, pipes and materials purchased however the job has been washed out by rains, will need to be a carry forward. 12/6/23 Finance advised of carry forward as is the RTR Portal and administration.	No Longer Proceeding This Budget	26/01/24
<input type="checkbox"/> Aerodrome							Not applicable	
Airport Patient Transfer Facility St John Ambulance / RFDS	\$30,000	\$30,000.00	\$30,000	\$0	Completed	28/11/22 - Grant advises that project all but complete for grant purposes - awaiting acquittal invoices. Last \$3k of invoices due to finally acquit. Complete	Complete	30/06/23
Airport- Seal Gravel Runway (RAPS Funded)	\$201,390	\$201,668	\$201,668	-\$278	Completed	Runway now sealed and line marking complete, grant being acquitted May.	Complete	30/04/23
<input type="checkbox"/> Regional Road Group							Not applicable	
RRG Mckenzie Rd (Construction)-New seal over gravel - SLK 0 - 1.85	\$424,275	\$394,628	\$394,628	\$29,647	Completed	Waiting for invoice	Complete	31/03/23
RRG Nomans Lake Siding Rd (Rehab) SLK - 0.03 - 2.07	\$244,797	\$147,603	\$210,728	\$34,069	Completed	Seal complete, still need to rehab pit that was used and finalise all costings. Seems there are some inconsistencies with synergy, have reported to Alex and Mark.	Complete	31/03/23
RRG Wanerie Rd (Rehab) SLK 4.1 - 5.3	\$163,492	\$74,236	\$140,518	\$22,974	Completed	Stabilisation works complete, asphaltting in March.	Complete	31/03/23
<input type="checkbox"/> Wheatbelt Secondary Freight Network							Not applicable	
WSFN Wandering Road Development Works	\$75,000	\$32,075	\$62,775	\$12,225	Low	Gravel pushed, surveyor/Geo engaged. 15/5/23 Design received. 12/6/23 Contractor for surveying has advised that the remaining pegging of works will be complete and invoiced by 30/6/23. 20/6/23 No change to status, pegging has commence and to be completed and invoiced prior to 30 June.	On Track	30/06/23
<input type="checkbox"/> Black Spot programme							Not applicable	
Blackspot Tarwonga Rd (Rehab) SLK 15.5 - 16	\$154,500	\$363	\$4,844	\$149,656	High	Road design received from consultant February after much delay. Road design sent to RSA for audit received back 14/2/23. All doc's sent to MRWA for final comment before proceeding with works. Due to repeated delays from the consultant re design, this project will need to be carried forward to 2023/24 Budget to be completed when hot conditions are present again - Nov /Dec 2023. 12/6/23 MRWA have been notified and accepted the carry over of works to 2023/24 Budget.	No Longer Proceeding This Budget	30/04/24
<input type="checkbox"/> Drainage Construction							Not applicable	

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Drainage Easement Falcon St	\$30,000	\$0	\$0	\$30,000	Completed	Awaiting administration completion from DRS. 21/2/23 Met with Azhar who advises that it is still with the landowner to sign. 16/2/2023 - Deed of agreement sent to affected property owner by McLeods Solicitors. Waiting for signed deed of agreement. Delay was a result of the subdivision and amalgamation of the Church land to be amalgamated to the affected property for the creation of the storm water easement. No change, awaiting DRS to complete administration. Landowner advises that they no longer wish project to proceed. Under review. 16/5/23 as discussed at EMT and May MBS the original applicant does not want any works done. EMT discussion was for Azhar to advise the applicant that the Shire acknowledges their request for no further action. EMTRS to utilise works crew to install a swail drain from the Gov Building car park back west to Earl Street to divert 50-70% of storm water away from the bottom of the lane. This will be complete before end of May 2023. 23/5/23 swail drain now complete, storm water from lane diverted through bush land to disperse.	Complete	31/05/23
<input type="checkbox"/> Muni Funded Roadworks							Not applicable	
NGN Valley Rd (Construction) SLK 4.83 - 6.83	\$200,000	\$236,003	\$236,003	-\$36,003	Completed	Waiting for invoice, and will be over budget and the R2R adjusted to compensate with unders in other R2R areas.	Complete	31/03/23
Park Street Widening (From Federal St to Church)	\$13,423	\$3,531	\$3,531	\$9,892	Low	Start/finish May/June 2023. 7/6/23 Works started however disrupted by rain, to be completed by end of June. 20/6/23 same status	On Track	30/06/23
Gorden Street Stabilising	\$59,329	\$31,202	\$50,118	\$9,211	Completed	December start with stabilisation. 28 February for final seal	Complete	31/03/23
Design new Intersection for Wanerie and Cooramining Roads	\$40,000	\$0	\$10,350	\$29,650	Low	P/O issued with the full report expect back by end of June 2023. 20/6/23 same status	On Track	30/06/23
Manaring Rd Re-sheet (Currently Quartz)	\$120,222	\$50,008	\$50,008	\$70,214	Completed	June	Complete	30/06/23
Flavel Road Re-sheet (Currently Quartz)	\$22,929	\$19,284	\$20,634	\$2,295	Completed	June	Complete	30/06/23
Highbury West Re-sheet (Currently Quartz)	\$97,677	\$95,260	\$97,677	\$0	Completed	June	Complete	30/06/23
Pethybridge Rd Re-sheet (Currently Quartz)	\$103,337	\$11,854	\$11,854	\$91,483	Completed	June	Complete	30/06/23
Cowcher Rd Re-Sheet (Currently Gravel)	\$31,366	\$16,723	\$16,723	\$14,643	Completed	June	Complete	30/06/23
Chomley Road Seal (Weise) (Under policy 12.14)	\$30,087	\$0	\$0	\$30,087	High	Obtain payment before completing. 22/3/23 This job tied in with the Black Spot works on Tarwonga Road to save money on mobilisation. The Black Spot job was delayed repeatedly by the design consultant to a point that the optimal time for construction works has past. Myself and Manager Operations met with the customer Mr Weise who advised that he understood and agreed that the job could be done in optimal time of November December 2023. Mr Weise also requested that a revised estimate be given to him for an additional 150m to seal a bend which will increase the original estimate from 300m of seal to 450m of seal. Mr and Mrs Weise have accepted the new estimate which is now included in the draft 2023/24 Budget. 12/6/23 Finance advised of carry forward.	No Longer Proceeding This Budget	29/12/23
Two Solar (Mobile) Speed Detection Signs	\$22,000	\$20,800	\$0	\$1,460	Completed	Delivered, install March	Complete	30/06/23
<input type="checkbox"/> Footpath Construction							Not applicable	
Burns Street Footpath (Kipling to Doney St)	\$22,000	\$0	\$22,000	\$0	Low	RFQ complete and awarded . Installation 15February 2023. Some delays experienced from contractor. 21/2/23 Contractor advised that they can not do the works. MO contacting the next contractor NEC to see if they have the capacity to do the works at the same price. 13/03/2023 - New PO raised to NEC and provided to Creditors. 16/03/2023 - Outstanding PO amount amended to mirror new PO value on both Burns St and Doney Street works. Works commencing June.. 7/6/23 Spoke to Barry McNab by phone who advised that he is still confident of starting and finishing both footpaths in June, weather permitting. 20/6/23 Footpath on Burns Street started and 70% complete. It is still expected that works will be complete by 30 June and invoiced.	On Track	30/06/23
Doney Street Footpath (Butler to Grey St)	\$29,000	\$0	\$25,032	\$3,968	Low	20.4.23 Same as Burns Street footpath.	On Track	30/06/23
<input type="checkbox"/> Plant Replacement Purchases							Not applicable	
Dynapak Padfoot- Outright Sale	-\$40,000	\$0	\$0	-\$40,000	Completed	To go to public auction March 2023. Profit made over estimated disposal figure	Complete	31/03/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	\$350,000	\$0	\$349,881	\$119	High	New Flocon due June 2023. Still awaiting delivery of new Flocon. In transit by ship from Melbourne... P/O issued for new machine many months ago. Old Flocon to be auctioned after new arrives most probably 2023/24 financial year. 7/6/23 Flo Con still has not arrived. Last advice from the supplier late May was that it was on a ship in transit from the Eastern States. 12/6/23 Supplier has advised that the new Flocon has arrived in Perth, expected handover due in July. Project carried forward with outstanding P/O. 20/6/23 Supplier advised that the Flocon is in Perth, delivery eminent hopefully end of June, early July.	Off Track	30/06/23
Jet Patcher (p8218)- Outright Sale	-\$20,000	\$0	\$0	-\$20,000	High	To go to public auction when replacement flo con arrives, expected 2023/24 Budget now. 12/6/23 Finance advised of carry forward.	In Trouble	30/06/23
TCM Loader- Outright Sale	-\$5,000	\$0	\$0	-\$5,000	Completed	To go to public auction March 2023	Complete	31/03/23
Bobcat	\$80,000	\$78,900	\$78,900	\$1,100	Completed	RFQ complete and P/O issued.Delivery November	Complete	31/03/23
John Deere Ride On Mower (Parks)	\$10,000	\$9,364	\$9,364	\$636	Completed	Received	Complete	31/03/23
John Deere Ride On Mower (Caravan Park)	\$10,000	\$9,636	\$9,636	\$364	Completed	Received	Complete	31/03/23
Hino Road Sweeper	\$350,000	\$348,500	\$348,500	\$1,500	Completed	Truck delivered.	Complete	31/03/23
Hino 300 Series Crew Cab	\$109,262	\$0	\$109,262	\$0	High	P/O issued, delivery hoping June 2023. Over expense counterbalanced and indeed small savings to budget made, by compensating increased trade. Unlikely to be delivered this financial year. 7/6/23 No further advice on the arrival of the truck. 20/6/23 No further update recieved.	In Trouble	30/06/23
Single Cab Ute Isuzu (Parks/Curator)	\$35,000	\$0	\$29,035	\$5,965	Completed	P/O issued delivered end April	Complete	28/04/23
2018 Mitsubishi (MCLC)	\$40,690	\$40,690	\$40,690	\$0	Completed	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivered complete.	Complete	31/03/23
2018 Mitsubishi (MF)	\$44,532	\$44,532	\$44,532	\$0	Completed	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivered complete.	Complete	31/03/23
2018 Holden (EHO)	\$40,690	\$40,690	\$40,690	\$0	Completed	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivered complete.	Complete	31/03/23
2020 Isuzu (Senior Ranger)	\$55,892	\$0	\$55,892	\$0	Low	Senior Ranger to facilitate RFQ - over expense counterbalanced by matching increased trade. 29/3/23 Delivery expected June. 12/6/23 Senior Ranger advised that the vehicle is expected late June 2023. 20/6/23 No further update recieved	On Track	30/06/23
<input type="checkbox"/> Bridges							Not applicable	
Tarwonga Road Bridge (MRWA Facilitate)	\$0	\$0	\$0	\$0	High	MRWA have deffered this project until 2024/25	No Longer Proceeding This Budget	30/06/23
Whinbin Rock Road Bridge (MRWA Facilitate)	\$588,000	\$0	\$0	\$588,000	High	MRWA to facilitate design and delivery. Start of construction 15 March with the project concluding 7 weeks later in May. Tarwonga Road Bridge defered by MRWA TO 2026/27 23.5.23 MRWA advised that the Whinbin Rock Road repairs have been delayed by contractors due to staffing issues and will recommence December 2023.	In Trouble	30/06/23
<input type="checkbox"/> Economic Services							Not applicable	
<input type="checkbox"/> Tourism & Area Promotion							Not applicable	
Caravan park upgrades (Ablution blocks & Kitchen)	\$45,000	\$7,081	\$32,535	\$12,465	Completed	Rendering complete. Painting is outstanding, needs to be done prior to 30 June or when weather permits. Stainless steel benches and tables in camp kitchen purchased and installed. 7/6/23 Painting of the two ablution blocks unlikely to be complete in the 2022/23 financial year. Can do in the 2023/24 financial year and contain within the maintenance budget with inhouse labour.	Complete	30/06/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
Construction of 3 chalets at Caravan Park	\$450,000	\$24,703	\$361,296	\$88,704	High	P/O issued to Fleetwood. 3 x 2br units ordered with expected delivery August 2023. 20/4/23 Email sent to Fleetwood April re status, who advise there was a delay with the construction of the bases. John preparing the site re gravel and clearing of minor vegetation to comply with BAL 19, Then engage consultant to sign off on BAL. 7/6/23 Construction of units on track for the end of June 2023, photos received and sent to EM's. Gravel pad installed but not compacted yet due to recent rains. Transport company to send formal quote to transport to EMTRS. Sign off on practical completion anticipated with Fleetwood at the end of June with transport and installation of units pending level compacted gravel pad.	On Track	30/06/23
<input type="checkbox"/> Other Economic Services							Not applicable	
Land Development Opportunity	\$40,000	\$0	\$0	\$40,000	Completed	Havelock St Property sold to private owner and rates paid - available for reallocation at Budget Review, noting it was to be funded from the ED Reserve.	On Hold	30/06/23
Building Maintenance - Old Jewellers Shop	\$24,000	\$24,685	\$24,685	-\$685	Completed	Over exp authorised by CEO - unbudgeted income will compensate from proposed tenancy. New A/C to be installed to complete works entirely.	Complete	31/12/22
Good Shed Roof & Wall Restoration (LRCIP 3)	\$300,000	\$2,718	\$16,628	\$283,372	High	Heritage Application lodged. Referral number P3521-50123. Judith McDougall has been contracted to provide drawings/documents for RFQs. 21/02/2023 ETA 4- 6 weeks.	In Trouble	30/06/23
<input type="checkbox"/> Other Property & Services							Not applicable	
<input type="checkbox"/> Administration Overheads							Not applicable	
2 Copiers Replacement at Shire office (Main & Gen printer)	\$20,000	\$19,933	\$19,933	\$67	Completed	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 21/09/22 - Quotes received as part of procurement process, preferred provider selected and will be ordered in following weeks. 17/10/22 - Awaiting delivery. 14/11/22 - Copiers delivered and installed, project complete.	Complete	31/12/22
Altus Payroll software implementation	\$48,674	\$48,228	\$48,228	\$446	Completed	15/08/22 - Meeting with Altus project manager (Tania Read) scheduled for 18/08 to recommence work for completion by Dec 22. 30/08/22 - Project recommenced, weekly meetings and Go live scheduled for 25 Nov 22. 21/09/22 - Parallel pay run in September, progressing well and go live date 25 Nov 22 all on track 17/10/22 - No further update at this time, project progressing as expected. 14/11/22 - User training provided, and parallel pay runs being finalized. Go live date amended by vendor to Jan 23 to mitigate any risks and ensure no errors during holiday period. 5/12/22 - Parallel Pay runs being reviewed, and project continues to progress as expected. Additional training to be provided to Homecare staff, project on track. 25/01/23 - Project has completed 2nd Parallel Pay Run. Third PPR to be undertaken before Go live of timesheet process on 14th Feb 23. 14/02/23 - Go Live commenced. 02/03/2023: First Run Completed (EI's to be amended to incorporate necessary changes) 04/04/23 - project completed.	Complete	28/02/23
IT Upgrades as per Asset Management Plan	\$40,000	\$25,239	\$25,239	\$14,761	Completed	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 31/08/22 - Quotes being obtained to meet requirements of project, all on track 17/10/22 - Assets being purchased, Procurement project not yet commenced (15k) 5/12/22 - IT upgrades on track, E-Invoice Demo planned for Jan 23 as part of creditor process improvements (procurement project). 25/01/23 - IT upgrades and purchases completed. Remaining budget is identified for Creditor process. eInvoicing engaged to determine digital accounts payable process to support creditor payments. Demonstration completed and final deliberations regarding suitability being undertaken. 13/02/23 - Another demonstration requested to ensure interface with Synergy before final decision to proceed. 13/03/23 - Demonstration of product working with Synergy booked for 20 March 2023. 05/04/23 - Final demo with eInvoicing on 06/04 to test supplier experience. On track to be implemented for FY 23/24. 12/06/23 - Business case to be provided to CEO and decision in June 23.	Complete	30/06/23

Project Title/Task	Current Budget	Actual Exp to 21/06/23	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk of completion by 30/6. H=Unlikely	Comments	Status	Due Date
NB: This Original Budget Total is \$65,000 more than the Adopted Capital Budget, due to income sales included above	<u>\$9,819,122</u>	<u>\$3,001,688</u>	<u>\$4,635,293</u>	<u>\$5,149,488</u>			Not applicable	

10.3.3 SUNDRY DEBTORS WRITE OFFS

File Reference	12.7.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	19 June 2023
Author	Cassey Klomp – Finance Coordinator - Operational
Authorising Officer	Alex Mulenga – Manager Corporate Services
Attachments	<ol style="list-style-type: none">1. Sundry Debtor Write Offs – Confidential Attachment under separate cover2. Homecare Debtor Write Offs - Confidential Attachment under separate cover

Summary

The following information is presented to Council for authorisation to write off sundry outstanding debts.

Background

As part of the preparation of the Shire's end of year finance accounts, a review of the Shire's outstanding sundry debts has been undertaken.

All outstanding sundry debtor invoices followed the Shire's debt recovery process, including an offer to contact the Shire should the customer be experiencing any difficulty in making payment. The Administration's experience with these particular types of debts, is that the value and nature of the debts is such that referring to a debt collection agency for recovery, where there is no ability to recover the additional debt collection costs, is generally unwarranted. Individual debtors have had an initial request for payment, a subsequent request for payment and a letter warning of pending legal action prior to this recommendation.

Consultation

Consultation has been undertaken with the following officers:

- Executive Manager Corporate & Community Services;
- Manager Corporate Services;
- Manager Client and Community Services; and
- Senior Ranger.

Statutory Environment

Section 6.12 (1) (c) of the Local Government Act 1995 states that "a local government may write off any amount of money, which is owed to the local government".

Unrecoverable debts up to the individual value of \$100 may be written off under Council Delegation 3.7, whilst those over \$100 are to be brought to Council for write off on at least an annual basis.

Policy Implications

The Councils' Policy Manual contains no policies that relate and nor are there any proposed.

Financial Implications

Details of the proposed write offs are shown in the two Confidential Attachments. This will reduce the revenue expected to be collected in 2022/23 by \$1,678.50.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	4. Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1 An efficient and effective organisation
Strategy:	4.1.1 Continually improve operational efficiencies and provide effective services

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not write off uncollectable debts and that it remains in the Shire's financial accounts giving an inflated Net Current Asset Position.	Rare (1)	Minor (2)	Low (1-4)	Asset Sustainability	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 (two) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or

extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The debts requested to be written off in this report are deemed irrecoverable and of a relatively minor value in terms of the Shire of Narrogin's Net Current Assets. The Confidential Attachments provide specific details. The process of recommending to the Council the write off outstanding non rate debts is an annual task that the Corporate Services Department undertakes in accordance with the Shire's Finance Procedures Manual and Compliance & Governance Calendar.

Voting Requirements

Absolute Majority

OFFICERS' RECOMMENDATION

That with respect to Sundry Debtors Write Offs, Council approve the write offs totalling \$1,678.50 as per confidential Attachment 1 and 2.

10.3.4 SHIRE OF NARROGIN DIFFERENTIAL RATING 2023/24

File Reference	12.4.1 and 25.5.6
Disclosure of Interest	Neither the Author nor the Authorising Officer has any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicants	Shire of Narrogin
Previous Item Numbers	10.3.4 May 2023 Resolution 240523.06
Date	22 June 2023
Author	Thomas Baldwin – Rates Officer
Authorising Officer	Alexander Mulenga – Manager Corporate Services
Attachments	Nil

Summary

Council is asked to note any objections received to its advertisement of a Notice of Intention to Levy Differential Rates for 2023/24.

Background

As per Council Policy 3.6 *Rating – Merger Parity Transition* the Administration modelled a differential rate in the dollar and minimum payment for 2023/24 and then advertised the amounts as agreed by Council at its May meeting. The advertisement was placed in the Narrogin Observer, on the Shire website, noticeboards and social media and the period for objections was open for 21 days, in accordance with the legislative requirements.

Consultation

The ratepayers of the Shire of Narrogin were asked to submit any objections to the Administration.

Statutory Environment

Local Government Act 1995:

- Section 6.32 Rates and service charges;
- Section 6.33 Differential general rate;
- Section 6.35 Minimum payment;
- Section 6.36 Local government to give notice of certain rates; and
- Section 5.63 (1)(b) Some interests need not be disclosed.

Local Government (Financial Management) Regulations 1996:

- Part 3 - 23 Rates information required;
- Part 5 - 52A Characteristics prescribed for differential general rates (Act s. 6.33); and
- Part 5 - 56 Rate notice, content of etc. (Act s. 6.41).

Department of Local Government, Sport and Cultural Industries' Rating Policies:

- Differential Rates; and
- Minimum Payments.

As the highest rate in the dollar in each rating class is not more than twice the lowest, Ministerial approval is not required.

Policy Implications

Council Policy 3.6 Rating – Merger Parity Transition. This policy describes the methodology of achieving rating equity between the two former local Governments.

Financial Implications

The rate level set by Council will underpin its ability to provide services and facilities for the 2023/24 Financial Year (and into the future).

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not adopt the advertised differential rate and consequently does not adopt a balanced budget for 2023/24	Rare (1)	Major (4)	Low (1-4)	Asset Sustainability	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 4 (four) has been

determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

No objection has been received at the time of writing this report. The last day for objections is 23 June 2023.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the differential rating proposed for the Financial Year 2023/24, Council:

1. Note that no objections were received to the differential rating advertisement (at the time of writing this report); and
2. Instruct the Administration to prepare the Budget for 2023/24, using the advertised rates in the dollar and minimum rates for the differential rating categories, namely:

Rating Class	Rate in the Dollar	General Minimum Payment \$	Lesser Minimum Payment \$
Urban Gross Rental Value	12.7712c	1,249	
Rural Gross Rental Value	9.6959c	1,053	865

10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

10.4.1 JOINT MANAGEMENT OF DRYANDRA WOODLANDS NATIONAL PARK

File Reference	26.3.14
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	1 June 2023
Author	Dale Stewart - Chief Executive Officer
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	Nil

Summary

Council is requested to consider seeking the support of the Shires of Cuballing, Wandering, and Williams for the joint management of Dryandra Woodlands National Park between the Gnaala Karla Booja Aboriginal Corporation and the Department of Biodiversity and Conservation Authority (DBCA), as it holds the potential to become an environmental, economic and employment hub for the region.

Background

The Southwest Native Title Settlement has prompted interest in joint management of lands between the Gnaala Karla Booja Aboriginal Corporation and the Department of Biodiversity and Conservation Authority (DBCA). Dryandra Woodlands National Park, with its cultural and ecological significance, presents an ideal opportunity for collaboration, combining traditional knowledge and modern conservation practices. The involvement of the Shires of Cuballing, Narrogin, Wandering, and Williams (in whose local government areas the park is situated) demonstrates local government support for joint management, recognising the park's potential as an economic and employment hub for the region.

Consultation

The Shires of Cuballing, Wandering, and Williams have expressed initial support in-principle of joint management of Dryandra Woodlands National Park. They acknowledge the benefits that collaboration between the Gnaala Karla Booja Aboriginal Corporation and DBCA can bring, including improved environmental custodianship, economic growth, and employment opportunities. This proposal seeks to obtain that support more formally.

The Regional Manager of the DBCA has been consulted on the matter and notes that the question of joint management would be something that the Department would consider.

Statutory Environment

The joint management of Dryandra Woodlands National Park would require a formal agreement between the Gnaala Karla Booja Aboriginal Corporation and DBCA. The legal framework surrounding joint management would need to be considered, ensuring compliance with relevant legislation and regulations governing national parks and conservation areas. That would be matters between those organisations to agree and determine.

Policy Implications

The joint management of Dryandra Woodlands National Park aligns with policies promoting Indigenous engagement and recognition of traditional knowledge in land management. It supports the objectives of preserving cultural heritage, promoting environmental and cultural tourism, and fostering sustainable economic development. This initiative would contribute to the implementation of policies aimed at empowering Indigenous communities and promoting reconciliation.

Financial Implications

There are no financial implications with the proposal with respect the Shire of Narrogin's operations.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	1. Economic Objective (Support growth and progress, locally and regionally)
Strategy:	1.1.2 Promote Narrogin and the Region
Outcome:	1.2 Increased Tourism
Strategy:	1.2.1 Promote, develop tourism and maintain local attractions
Outcome:	2.4 Cultural and heritage diversity is recognised
Strategy:	2.4.2 Support our Narrogin cultural and indigenous community

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That one or more local governments of the subject area do not support the request.	Possible (3)	Insignificant (1)	Low (1-4)	Engagement Practices	Accept Risk

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of three (3) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The joint management of Dryandra Woodlands National Park presents a unique opportunity to integrate traditional knowledge and modern conservation practices, benefiting both the local Indigenous community and the park's ecological values. This collaboration can create economic growth, employment opportunities, and cultural tourism experiences while preserving cultural heritage and promoting sustainable environmental practices. The support from the Shires of Cuballing, Wandering, and Williams would highlight the shared vision for the park's future and give confidence to the Government to enable appropriate resourcing to occur into the future. Initiating discussions between the Gnaala Karla Booja Aboriginal Corporation and DBCA is recommended to maximise the benefits for all stakeholders involved and ensure the long-term preservation and sustainable use of this important natural and cultural asset.

The partnership would aim to integrate traditional knowledge with modern conservation practices, benefiting the local Indigenous community through improved environmental custodianship, economic growth, and employment opportunities. Joint management would ensure Indigenous perspectives and aspirations are considered in decision-making processes, preserving cultural heritage and facilitating traditional land management practices and cultural tourism experiences.

It would also foster the development of sustainable environmental and economic ventures, generating employment and improving the socio-economic well-being of the local Indigenous community.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the proposal for joint management of Dryandra Woodlands National Park, Council:

1. Seek formal support from the Shires of Cuballing, Wandering and Williams; and
2. Subject to receiving majority support from the relevant local governments, authorise the Chief Executive Officer to write to the Gnaala Karla Booja Aboriginal Corporation and the Department of Biodiversity and Conservation Authority (DBCA) to request that they formally enter into discussions to enable joint management of the Park.

10.4.2 CHILD SAFE AWARENESS POLICY

File Reference	14.9.6
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	19 June 2023
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Draft Child Safe Awareness Policy

Summary

Council is requested to consider the adoption of a new Child Safe Awareness Policy which emphasises the Council and Shire’s commitment to ensure the safety and well-being of children. It is based on a template supplied by the Department of Local Government, Sport & Cultural Industries (DLGSCI).

Background

The need for this policy has resulted as an outcome from the Royal Commission into Institutional Responses to Child Sexual Abuse – Recommendation 6.12. This proposed policy is one of the ways that the Council and Shire can demonstrate its commitment to being child safe and having a zero-tolerance approach to child abuse.

In 2018, the State Government accepted or accepted in principle, all 310 recommendations from the [Royal Commission into Institutional Responses to Child Sexual Abuse](#) (Royal Commission) applicable to Western Australia.

The Royal Commission acknowledged the role that local governments play in creating and maintaining child safety in their communities and made a number of recommendations aimed at using this role to promote the safety and wellbeing of children and young people.

The Child Safe Awareness Policy template (the template) has been developed in response to Royal Commission Recommendation 6.12 and commits local governments in WA to build and maintain child safety awareness and knowledge by providing information for the organisations and individuals that operate in their communities and promoting child safe messages.

Following WALGA State Council support of the template on 3 March 2023, DLGSCI has created a [landing page](#) for the template and associated implementation resources so that all local government staff can access the most current versions of the documents when required.

DLSGC recommends that local governments use the template to create their own Child Safe Awareness Policy and fulfill their obligations under the Royal Commission Recommendation 6.12.

Consultation

Given the broad nature of this policy the Administration is of the view that external consultation, with the community, regarding the adoption of the policy, is not required.

Internal consultation has occurred with the DLGSC and Western Australian Local Government Association (WALGA).

Statutory Environment

The following legislation relates to this policy:

- Child Care Services Act 2007;
- Children and Community Services Act 2004;
- Civil Liability Act 2002
- Corruption, Crime and Misconduct Act 2003;
- Equal Opportunity Act 1984;
- Freedom of Information Act 1995;
- Parliamentary Commissioner Act 1971;
- Public Interest Disclosure Act 2003;
- Public Section Management Act 1994;
- Work Health and Safety Act 2020; and
- Working with Children (Criminal Record Checking) Act 2004.

Policy Implications

The report recommends to Council the adoption of a new policy.

Financial Implications

The adoption of the new Child Safe Awareness Policy will have minimal financial impact for the organisation. Administrative resources may be required to reference State and Commonwealth developed and supplied child safety materials.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	2.	Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2	Build a healthier and safer community
Strategy:	2.2.1	Support the provision of community security services and facilities
Strategy:	2.2.2	Advocate for mental health and social support services

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inability to have a Child Safe Awareness Policy in place is a failure of the Shire's commitment to the implementation of a recommendation from the Royal Commission into Institutional Responses to Child Sexual Abuse.	Unlikely (2)	Minor (2)	Low (1-4)	Compliance Requirements	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 4 (four) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The Child Safe Awareness policy has been developed in response to recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse and recognises that the Shire is uniquely placed within the local community to demonstrate leadership by assisting local organisations to be child safe and to protect children and young people from harm and/or abuse.

This policy provides the framework that outlines the role of the Shire will provide in supporting local organisations through awareness and the sharing of relevant information.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Royal Commission into Institutional Responses to Child Sexual Abuse – Recommendation 6.12, Council adopt the Child Safe Awareness Policy as per Attachment 1.

XX Child Safe Awareness Policy

Statutory context	<p>Child Care Services Act 2007</p> <p>Children and Community Services Act 2004</p> <p>Civil Liability Act 2002</p> <p>Corruption, Crime and Misconduct Act 2003</p> <p>Equal Opportunity Act 1984</p> <p>Freedom of Information Act 1997</p> <p>Local Government Act 1995</p> <p>Parliamentary Commissioner Act 1971</p> <p>Public Interest Disclosure Act 2003r</p> <p>Public Sector Management Act 1994</p> <p>Work Health and Safety Act 2020</p> <p>Working with Children (Criminal Record Checking) Act 2004</p>
Corporate context	<p>Employee Code of Conduct</p> <p>Community Engagement Policy 1.14</p> <p>Grievance Policy 8.4</p> <p>Complaints Management Policy 3.9</p> <p>Shire of Narrogin Record Keeping Plan</p> <p>Shire of Narrogin Strategic Community Plan</p> <p>Working with Children Checks – Recruitment and Selection Executive Instruction</p>
History	<p>Adopted xxxxxxxx</p>

Policy Statement

The Shire of Narrogin supports and values all children and young people. The Shire of Narrogin makes a commitment to support the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy is one of the ways the Shire of Narrogin demonstrates its commitment to being child safe and a zero-tolerance approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. The Shire of Narrogin is committed to encouraging local organisations to be child safe and ensure children are safe and empowered.

This Child Safe Awareness policy has been developed in response to recommendation 6.12 of the Royal Commission into Institutional Responses to Child Sexual Abuse and recognises that the Shire of Narrogin is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. The Shire of Narrogin will promote the safety and wellbeing of children across the community.

Consistent with the [National Principles for Child Safe Organisations](#) and [Commonwealth Child Safe Framework](#), this policy provides a framework that outlines the role of the Shire of Narrogin in supporting

local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

Scope

The safety and wellbeing of children is everyone's responsibility. This Child Safe Awareness policy applies to all, employees, volunteers, trainees, work experience students, interns, and anyone else who undertakes work on behalf of the Shire of Narrogin, regardless of their work related to children or young people. It applies to occupants of the Shire of Narrogin's facilities and venues, including visitors, contractors and suppliers.

Definitions

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions;
- places emphasis on genuine engagement with and valuing of children and young people;
- creates conditions that reduce the likelihood of harm to children and young people;
- creates conditions that increase the likelihood of identifying any harm; and
- responds to any concerns, disclosures, allegations, or suspicions of harm.

Note: in the context of local governments, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

Implementation of the National Principles for Child Safe Organisations give effect to the above.

Child safe: For the purpose of this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Harm, in relation to a child, means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance; or a series or combination of acts, omissions or circumstances.

Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

Policy Principles

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.

- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.
- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

Policy Functions

The Shire of Narrogin will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages (for example at the Shire of Narrogin's venues, grounds and facilities or events).
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

Responsibilities

The Shire of Narrogin has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the Shire of Narrogin is not legally responsible for providing oversight of compliance with child safe practices, it will take any reasonable steps to engage with persons who utilise the Shire of Narrogin facilities to operate in alignment with the Child Safe Awareness policy.

The Shire of Narrogin's Chief Executive Officer will determine which roles across the organisation will directly support the implementation of the Child Safe Awareness policy.

– End of Policy

Notes

10.4.3 EQUAL EMPLOYMENT OPPORTUNITY & DIVERSITY & INCLUSION POLICY AMENDMENT

File Reference	22.1.3
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	21 June 2023
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Draft Equal Employment Opportunity & Diversity & Inclusion Policy	

Summary

This report addresses the need to amend the existing Council Policy on Equal Employment Opportunity (EEO) to include diversity and inclusion. It emphasises the importance of creating a diverse and inclusive workforce and highlights the benefits of such a policy amendment. The report supports the inclusion of diversity and inclusion as integral components of the Council's employment practices to promote fairness, equity, and a positive work environment.

Background

The existing Council policy on Equal Employment Opportunity focuses on ensuring equal opportunities for all employees regardless of their race, gender, age, or disability. However, in recognition of the evolving understanding of workplace dynamics, it is crucial to update the policy to include diversity and inclusion. This update will expand the scope of the policy to encompass broader aspects of diversity, such as ethnicity, cultural background, sexual orientation, gender identity, and socio-economic status.

Consultation

Given the broad nature of this policy the Administration is of the view that external consultation, with the community, regarding the adoption of the policy, is not required.

Internal consultation has occurred with the LG Professionals (WA).

Statutory Environment

There are currently no known specific laws in Western Australia that relate to discrimination or equal employment, on the basis of sexual orientation or gender identity.

The policy outlines various other laws that relate as follows:

- WA Equal Opportunity Act 1984;
- Equal Opportunity Act 1986;
- Racial Discrimination Act 1975;
- Sex Discrimination Act 1984; and

- Disability Discrimination Act 1992.

Policy Implications

The inclusion of diversity and inclusion in the Council's Equal Employment Opportunity Policy has important policy implications. It demonstrates the Council's commitment to creating a fair and inclusive work environment where all employees are valued and respected, and ensure that this is how employees treat all clients, residents and ratepayers.

Financial Implications

The adoption of the amended Equal Employment Opportunity & Diversity & Inclusion Policy will have minimal financial impact for the organisation. Administrative resources may be required to reference State and Commonwealth developed and supplied materials.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.2	An employer of choice
Strategy:	4.2.1	Provide a positive, desirable workplace

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to amend the existing Council Policy to include diversity & inclusion may expose the Council to risks such as workplace discrimination.	Unlikely (2)	Moderate (3)	Medium (5-9)	Employment Practices	Accept Officer Recommendation
Failure to amend the existing Council Policy to include diversity & inclusion may reduce the talent pool of potential employees.	Unlikely (2)	Minor (2)	Low (1-4)	Employment Practices	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 6 (six) and 4 (four) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

Amending the existing Council Policy on Equal Employment Opportunity to include diversity and inclusion is crucial for fostering a fair, inclusive, and productive work environment. This policy update acknowledges the evolving understanding of diversity and inclusion in the workplace, and in community interactions and reflects the Council's commitment to embracing these principles.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council Policy 8.21 - Equal Employment Opportunity be amended as per Attachment 1.

4.1 8.21 Equal Employment Opportunity & Diversity & Inclusion

WALGA Workplace Relations, November 2016 – amended

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Statutory context
WA Equal Opportunity Act 1984
Equal Opportunity Act 1986
Racial Discrimination Act 1975
Sex Discrimination Act 1984
Disability Discrimination Act 1992

Corporate context
Policy 8.2 – Discrimination, Harassment and Bullying
Policy 8.4 – Grievance
Policy 8.10 – Recruitment and Selection
Policy 8.13 – Training, Study and Education

Code of Conduct – Employees

Executive Instructions –
- 8.2 – Discrimination, Harassment and Bullying
- 8.4 – Grievance
- 8.10 – Recruitment and Selection

History
Adopted 26 April 2017
Reviewed 24 July 2019
Reviewed 7 June 2021
Reviewed 26 April 2023
Amended

Policy Statement

1- Introduction

The Shire is committed to equal opportunity and diversity and promotes a work environment that is free from discrimination and harassment, and where individuals are treated with fairness, respect, equality and dignity.

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This involves the improvement in the skills and competency levels of employees to provide equal access to further employment or career path progression. -The Shire acknowledges and celebrates diversity and commits to continuing to actively and flexibly seek to appoint and accommodate the unique needs of many different employees.

We believe that a diverse workforce leads to innovation, collaboration, and enhanced service delivery. We are dedicated to promoting equality, eliminating discrimination, and ensuring that all employees, clients, residents, and ratepayers are treated with fairness, dignity, and respect.

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2- Application

This policy is to apply to employees, ~~potential employees,~~ volunteers and contractors/consultants.

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3- Environment

The ~~Shire Council~~ recognises that when conflict, discrimination and harassment occurs in the workplace, job satisfaction, morale and productivity suffers. -A healthy and safe work environment free

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from unnecessary discrimination, harassment and bullying is the a primary objective of the ShireCouncil.

4- Diversity

The Shire Council appreciates the value inherent in a diverse workforce. Diversity may result from a range of factors; origin, age, gender, gender identity, sexual orientation, race, cultural heritage, lifestyle, education, physical ability, appearance, language or other factors.

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Non-Discrimination

The Shire of Narrogin strictly prohibits any form of discrimination or harassment based on an individual's protected characteristics. All employees, clients, residents, and ratepayers should be treated with fairness, impartiality, and respect in all aspects of their engagement with the organisation.

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Inclusive Language

To ensure inclusivity in our communications, the Shire of Narrogin encourages the use of gender-neutral language. This includes utilising the correct modern use of pronouns, such as using "they/them" or none at all, such as "Mary Smith", when the gender preference is unknown or using preferred pronouns when provided by individuals. Employees are expected to respect and adhere to these communication practices in all written and verbal interactions with colleagues, clients, residents, and ratepayers.

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Recruitment and Selection

The Shire of Narrogin is committed to fair and inclusive recruitment and selection processes. We strive to attract a diverse pool of candidates by ensuring job advertisements are inclusive and reaching out to diverse communities when recruiting. All recruitment and selection decisions will be based on merit, qualifications, skills, and experience relevant to the position.

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Professional Development and Training

To promote a culture of diversity and inclusion, the Shire of Narrogin will provide ongoing professional development and training opportunities for employees. These programs will aim to raise awareness, enhance understanding, and develop skills in relation to diversity, cultural competency, unconscious bias, and respectful communication.

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Facilities and Accessibility

The Shire of Narrogin is committed to providing reasonable facilities to individuals with disabilities to ensure equal access to employment opportunities, services, facilities, and information. Employees, clients, residents, and ratepayers requiring facilities or equipment should notify the appropriate Department, and the Shire will make reasonable efforts to provide suitable accommodations.

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Reporting and Complaints

Any instances of discrimination, harassment, or other forms of inappropriate conduct in violation of this policy should be reported immediately. The Shire of Narrogin will investigate all complaints in a fair and timely manner and take appropriate action to address any confirmed violations. Whistleblower protections will be provided to individuals who report in good faith.

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Continuous Improvement

The Shire of Narrogin is committed to regularly reviewing and improving its diversity and inclusion practices. Feedback and suggestions from employees, clients, residents, and ratepayers are encouraged and will be considered in the ongoing development of our policies and procedures.

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Implementation

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~~The Shire of Narrogin will communicate this policy to all employees, clients, residents, and ratepayers. It will be made readily available on the organisation's website and intranet. Executive Management will oversee the implementation, monitoring, and review of this policy and provide support and guidance to employees.~~

~~5. Awareness~~

~~Upon appointment all employees are to be given a full copy of this Policy and ensure this Policy is easily accessible electronically and in other forms as requested.~~

~~6. Monitoring~~

~~Employment related practices are to be periodically reviewed in accordance with this Statement, with particular consideration of practices and policies.~~

~~– End of Policy~~

Notes

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10.4.4 SHIRE LOGO POLICY AMENDMENT TO INCLUDE 'LOVE THE LIFE'

File Reference	File No
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	22 June 2023
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Draft Shire Logo and Motto Policy	

Summary

The proposed amendment to the Council policy aims to include the official motto of the Shire of Narrogin, 'Love the Life,' in the usage guidelines for the official logo. Additionally, it seeks to encourage local sporting and cultural groups, as well as businesses within the Shire, to promote 'Love the Life' and utilise the hashtag '#NarroginLovetheLife' in their marketing and social media activities. This initiative aims to foster a sense of pride, community engagement, and promotion of the unique lifestyle and offerings in Narrogin.

Background

The Shire of Narrogin takes pride in its vibrant community and the exceptional quality of life it offers to residents and visitors alike. The official logo represents the Shire's identity and serves as a visual representation of its values and aspirations. To further enhance community engagement and strengthen the promotion of the Shire, it is essential to continue to incorporate the official motto, 'Love the Life,' into the existing Council policy on logo usage. This will provide a consistent and unified approach to branding and messaging across all platforms.

Consultation

Extensive consultation was conducted (at the time of adoption of the motto many years ago) with various stakeholders, including community members and businesses within the Shire. At the time there was overwhelmingly positive support for the inclusion of 'Love the Life' in the Shire's logo usage. Stakeholders such as the Narrogin Chamber of Commerce and businesses in WIN and GWN TV marketing campaigns, already utilise the motto.

Statutory Environment

The proposed amendment to the Council policy aligns with what is already organically occurring. It should be noted however that use of the slogan (or motto) without the preamble *Shire of Narrogin*, or simply, *Narrogin* Love the Life, may infringe upon the registered words 'Love the Life' of the Myrtleford Chamber of Commerce & Industry Inc (registered with IP Australia in 2008).

Policy Implications

The inclusion of the official motto, 'Love the Life,' in the Council's logo usage policy will provide clear guidelines to community groups, businesses, and individuals on the appropriate and authorised use of the logo in conjunction with the motto. This will help maintain brand consistency and ensure that promotional efforts effectively convey the desired message of unity, pride, and the unique lifestyle that Narrogin offers.

Financial Implications

The financial implications of this proposed amendment are minimal. The cost associated with updating the policy documentation and communicating the changes to relevant stakeholders can be accommodated within the existing administrative budgetary allocations. The promotion of 'Love the Life' and the associated hashtag will primarily rely on the efforts of community groups, businesses, and individuals using their own resources, including television and social media platforms.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective:	1. Economic Objective (Support growth and progress, locally and regionally)

Outcome:	1.1 Growth in revenue opportunities
Strategy:	1.1.1 Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
Strategy:	1.1.2 Promote Narrogin and the Region

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to adopt the amended policy may result in the inconsistent branding or unauthorised use of the motto. Use of the motto without the words <i>Shire of Narrogin</i> , or <i>Narrogin</i> , as preamble, may infringe on copyright.	Unlikely (2)	Minor (2)	Low (1-4)	Asset Sustainability	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 4 (four) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

The proposed amendment to the Council policy is a positive step towards strengthening the Shire's identity, promoting community pride, and fostering engagement within Narrogin. By including the official motto, 'Love the Life,' and encouraging local groups and businesses to promote it, the Shire can effectively convey its unique lifestyle and offerings to residents, visitors, and potential investors.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council approve the amendment to the Council Policy Logo, by adding specific reference to the Shire's adopted motto 'Love the Life' used with our logo, or with the preamble, Shire of Narrogin, or Narrogin, in accordance with Attachment 1 and request the Chief Executive Officer to register the motto with IP Australia

1.1 Shire Logo and Motto

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Statutory context Copyright
Intellectual property

Corporate context Shire of Narrogin Corporate Style Guide
[Strategic Community Plan](#)

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History

Adopted	26 April 2017
Reviewed	24 July 2019
Reviewed	7 June 2021
Reviewed	26 April 2023
<u>Amended</u>	<u>xxxx</u>

Policy Statement

1. The CEO is to prepare and maintain a Style Guide regarding this matter, which is to include but is not limited to –

- a) use of adopted logo, colours, fonts etc
- b) formatting etc
- b)c)motto



2. The primary logo of the Shire is –

3. The logo should be used –

- a) on all Shire publications, letterheads, promotional materials etc.
- b) where the Shire has provided sponsorship or support for a program, activity or advertisement –
e.g. Homecare program, sporting or community events.

4. The motto to be used is, "Love the Life", to be used either with the Shire's logo or with the preamble words "Shire of Narrogin" or "Narrogin".

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5. The motto should be used, where appropriate, such as –

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a) on all Shire publications, letterheads, promotional materials, television and social media campaigns etc.;

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b) where the Shire has provided sponsorship or support for a program, activity or advertisement – e.g. Homecare program, sporting or community event; and;

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c) encouragement to for use by all local groups and businesses to promote living in the Shire of Narrogin.

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4.6. Private use of the logo is not permitted unless –

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- a) the approval of the CEO has been obtained;
- b) there is an identifiable benefit to the Shire or community through acknowledgement of support or promotion of the area.

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5.7. Approval for private use of the logo may be withdrawn at any if the use is considered to be inappropriate.

6.8. Permitted variations to the logo are –

- a) use of separate panels within an overall design/program;
- b) text in an alternative position;

- c) tag line colour may vary in order to be more visible;
- d) tag line may be swapped out for a facility, department or section name;
e.g. RW (Bob) Farr Memorial Library, Narrogin Homecare etc; [and](#)
- e) to be approved by CEO before use.

– End of Policy

Notes

OFFICERS' RECOMMENDATION

That, with respect to the discussion on the report relating to the Chief Executive Officer's Annual Appraisal, the meeting be closed to the public, pursuant to Section 5.23(2)(a) of the Local Government Act 1995.

10.4.5 CHIEF EXECUTIVE OFFICER'S ANNUAL APPRAISAL

File Reference	Personal File
Disclosure of Interest	The Author has a Financial & Impartiality Interest that requires disclosure being the person's contract of employment.
Applicant	Leigh Ballard, Shire President
Previous Item Numbers	Nil
Date	16 June 2023
Author	Dale Stewart - Chief Executive Officer
Authorising Officer	Dale Stewart - Chief Executive Officer
Attachments	<ol style="list-style-type: none">1. Confidential Attachment – Performance Report (under separate cover)2. Confidential Attachment – Performance Criteria 2023/24 (under separate cover)3. Confidential Attachment – Summary Report (under separate cover)

Summary

The Chief Executive Officer seeks agreement from the Council as to the officer's annual appraisal coordinated by the Shire President and facilitated by independent firm Price Consulting Group.

Background

The Chief Executive Officer commenced employment with the Shire of Narrogin on 31 May 2018, on a five-year fixed term performance-based Employment Contract, with an annual requirement for appraisal by the Council. This contract was extended by the Council to now conclude on 31 May 2028.

Consultation

The Chief Executive Officer has consulted with the Shire President and Deputy Shire President.

The Shire President and through the facilitator, consulted with and sought feedback from the Elected Members and several senior and direct report employees.

The outcome is a new set of agreed Key Performance Indicators for the coming 12 months, together with a review of the annual remuneration package of the Chief Executive Officer as required by the contract. The appraisal was conducted during the months of April and May 2023.

Statutory Environment

The Chief Executive Officer's Contract of Employment (Attachment 1), contract law, employment law and relevant taxation law relates. Section 5.38 of the Local Government Act 1995 requires the local government to review the performance of the CEO at least once per annum.

Sections 5.39A and B of that Act specify regulations in relation to reviewing performance of a Chief Executive Officer.

Local Government (Administration) Regulations 1996, regulation 18FA also relates.

Policy Implications

The Council's Policy Manual contains no policies that relate and nor are there any proposed.

The Council's 24 February 2021 adopted 'Standards for CEO Recruitment, Performance and Termination' pursuant to Schedule 2 — Model standards for CEO recruitment, performance and termination [Local Government Act 1995 S5.39A & Local Government (Administration) Regulations 1996 R18FA] also relates as follows:

"16. Performance review process to be agreed between local government and Chief Executive Officer

(1) The local government and the CEO must agree on — (a) the process by which the CEO's performance will be reviewed; and (b) any performance criteria to be met by the CEO that are in addition to the contractual performance criteria.

(2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.

(3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review (1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner. (2) The local government must — (a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and (b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of — (a) the results of the review; and (b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues".

Financial Implications

The provisions of the Chief Executive Officer's Remuneration Package are contained within the Council's Budget and any variations to the Remuneration Package, pursuant to the outcomes of appraisal, must not exceed the value laid out by the State Government, pursuant to the Salaries and Allowances Tribunal Determination of 6 April 2023 available here: [Local Government Chief Executive Officers and Elected Members Determination No 1 of 2023 \(www.wa.gov.au\)](http://www.wa.gov.au)

The total employment package, inclusive of superannuation, salary, vehicle etc, that any Chief Executive Officer on salary band 3 (as per Narrogin).

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency
Outcome:	4.2	An employer of choice
Strategy:	4.2.1	Provide a positive, desirable workplace

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That the Council does not conclude the Chief Executive Officer's Annual Performance Appraisal, resulting in breach of the requirements of the Local Government Act 1995.	Possible (3)	Minor (2)	Medium (5-9)	Engagement Practices	Manage by concluding the Appraisal.

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)

Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)
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A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of six (6) has been determined for this item. Any items with a risk rating over 10 or greater (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating of 16 or greater will require a specific risk treatment plan to be developed.

Comment/Conclusion

Clause 3.3 of the officer's Employment Contract requires the Council and the Chief Executive Officer to agree who the Reviewer of the officer is to be. The Chief Executive Officer agreed with the Council as a whole being the Reviewer and utilising Price Consulting Group as an independent facilitator for this year's review.

Clauses 3 and 6 deal with the annual review and variations to the Officer's Remuneration Package.

For the Council's consideration and review.

Voting Requirements

Whilst the Local Government Act 1995 does not specify that the Chief Executive Officer's review is to be by an absolute majority, the Model Standards, to which the Council has adopted, does specify that such reviews must be adopted by Absolute Majority (clause 18).

Appointment and renewals of contracts of Chief Executive Officer's must also be made by an absolute majority decision.

OFFICERS' RECOMMENDATION

That with respect to the Chief Executive Officer's annual appraisal provided to Elected Members under confidential cover, the Council, pursuant to section 5.38, 5.39A and 5.39B of the Local Government Act 1995, and clauses 3 and 6 of the officer's employment contract, Council:

1. Notes that the appraisal of Mr Dale Stewart, Chief Executive Officer, has been completed;
2. Endorses the findings of the Summary Report as presented by Price Consulting and thanks Mr Stewart for his efforts;
3. Approves an increase to the salary component of the Chief Executive Officer's Total Remuneration Package, effective 31 August 2022, in accordance with Attachment 3; and
4. Approves the Chief Executive Officer's Performance Criteria for the 2023-2024 period, as per Attachment 2.

OFFICERS' RECOMMENDATION

That the meeting be re-opened to the public.

11. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

13. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at ___ pm and pursuant to resolution 261022.009 of 26 October 2022, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 26 July 2023, at this same venue.



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