



MINUTES

ORDINARY COUNCIL MEETING

12 MARCH 2013

COMMENCING AT 8PM

**COUNCIL CHAMBERS
THE TOWN OF NARROGIN
89 EARL STREET
NARROGIN, WA 6312**

Meaning of and CAUTION concerning Council's "In Principle" support:

When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions or modifications.

Therefore, whilst you can take some comfort from Council's "support" you are clearly at risk if you act upon it before Council makes its actual (and binding) decision and communicates that to you in writing.

Disclaimer:

"Warning - Verbal Information & Advice: Given the inherent unreliability and uncertainty that surrounds verbal communication, the Town strongly recommends that, if a matter is of importance to you, then you should NOT act upon or otherwise rely upon any VERBAL information or advice you receive from the Town unless it is first confirmed in writing."

ORDINARY COUNCIL MEETING MINUTES

12 MARCH 2013

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

Don Ennis, Mayor declared the meeting open at 8:02pm and welcomes Visitors to the Gallery

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

Mayor D Ennis – Presiding Member
Cr R Madson, Deputy Mayor
Cr Archibald
Cr L Ballard
Cr D Russell
Cr McKenzie
Cr J Muller

Mr A Cook - Chief Executive Officer
Mr C Bastow - Director of Corporate and Community Services
Mr B Robinson – Director of Technical & Environmental Services
Ms T Columb – Corporate Services (Minutes)

Visitors & Gallery:

Mrs Deborah Hughes-Owen – ARts Narrogin
Mrs R Bates – Arts Narrogin
Ms Susan Guy, Manager of Leisure & Culture

Apologies:

Cr Kain
Cr Paternoster

Approved leave:

Nil

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

Nil

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Mayor, Don Ennis withdrew his request for leave on the 26 March and will be attending Council.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Council Resolution: 0213.028

Moved: Cr Muller

Seconded: Cr Russell

That Council:

- a) Accept the minutes of the Ordinary Council Meeting held on 26 February 2013 and be confirmed as an accurate record of proceedings.
- b) And that the minutes from November 2012 to February 2013 be amended due to a minor error in the Item and Resolution numbering.

CARRIED: 7/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Don Ennis, Mayor will be taking leave from the 18 March to 25 March 2013.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.782	Proposed environmental health policies	p
10.1.783	Review of lease over railway station buildings	p
10.1.784	Potential relocation of Narrogin bus stops	p
10.1.785	Proposed subdivision – lot 501 Mokine Road, Narrogin	p
10.1.786	Town of Narrogin Comment on Proposed Roads 2030 Document	P

10.2 CORPORATE AND COMMUNITY SERVICES

10.2.956	Arts Narrogin request for use of town hall facilities	p
10.2.957	Statement of financial activity	p
10.2.958	Accounts for Authorisation – December 2012 & January 2013	p

10.1.782 PROPOSED ENVIRONMENTAL HEALTH POLICIES

File Reference: 24.6.12
Disclosure of Interest: Nil
Applicant: Not Applicable
Previous Item Nos: Item 10.1.772 – 12th February 2013
Date: 7th March 2013
Author: Director of Technical & Environmental Services

Attachments:

Draft Environmental Health Policies H1 to H7

Summary:

Council is requested to further consider the adoption of a range of Environmental Health Policies to guide applicants and Council staff in respect of various issues relating to Environmental Health within the Town of Narrogin.

Background:

At its 12th February 2013 meeting Council was requested to consider the adoption of 7 Policies relating to Environmental Health Issues within the Town, which are summarised as follows:

- H1. Public and Semi- Public Swimming Pools Water Quality
- H2. Temporary Toilets Approvals
- H3. Safe Collection and Disposal of Inappropriately Discarded Syringes
- H4. Noise Measurements
- H5. Exemption to the Requirement to Obtain a Stallholder's Permit
- H6. Temporary Camping Grounds for Events
- H7. Lodging Houses - Management Policy

Council minutes reflect that Council deferred consideration of the Policies to *“allow for a Major Events Policy to be created and to ensure H6 is accurate.”*

Comment:

The draft policies as presented to Council's 12 February 2013 meeting were prepared using existing Environmental Health Policies in other Local Governments as a basis.

During the meeting, Councillors expressed concern that draft policy H6 did not reflect existing practices for major annual events held in the Town, most particularly the Narrogin Agricultural Show and Revheads which involving on-site camping. This review has now been completed.

Although it was Council's clear intent to have Draft Policy H6 reviewed to reflect the existing events, Council resolution 0213.005 as shown in the current minutes does not accurately reflect this. Alternatively the motion as recorded in the minutes requires the preparation of a separate Major Event Policy for the Town.

To ensure that the minutes as adopted accurately reflect the decision of Council, Council is requested to consider modifying the wording of Council resolution 0213.005 to read as follows:

That Council defer this item to allow for draft Policy H6 to be reviewed to ensure it reflects the practices associated with existing major events held in the Town of Narrogin.

In the event that Council does in fact wish for a Major Events Policy to be prepared, such a policy will deal with various issues including public liability insurance, Event Risk Management Plans, security and many other issues. As a result, it is the author's opinion that it would be more appropriate to have such a

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policy prepared as a "Community Services Policy", in consultation with the Manager of Culture and Leisure, the Director of Corporate and Community Services and the author of this report.

Consultation:

Chief Executive Officer – Aaron Cook
Councillor Rob Madson.

Statutory Environment:

Local Government Act 1990, Caravan and Camping Ground Regulations and relevant Environmental Health Legislation including, but not limited to the Food Act and Health Local Laws.

Policy Implications:

If endorsed and adopted by Council the draft policies will be incorporated into the Town of Narrogin's Policies and Procedures manual.

Financial Implications:

Nil.

Strategic Implications:

The draft policies will provide clear guidance to future applicants and Council staff in issues relating to common Environmental Health Issues within the Town of Narrogin..

Voting Requirements:

Absolute Majority Required.

OFFICER'S RECOMMENDATION:

1. The wording of Council Resolution No 0213.005 be amended to read as follows:

"That Council defer this item to allow for draft Policy H6 to be reviewed to ensure it reflects the practices associated with existing major events held in the Town of Narrogin."

2. That Council adopt revised Environmental Health Policies No H1 to H7 as shown as attached to this agenda.

Council Resolution: 0213.029

Moved: Cr McKenzie

Seconded: Cr Ballard

That Council suspend standing orders No. 9.1, 9.5 and 9.6 to facilitate discussion.

CARRIED: 7/0

Council Resolution: 0213.030

Moved: Cr Madson

Seconded: Cr Archibald

That standing orders 9.1, 9.5 and 9.6 be resumed.

CARRIED: 7/0

Council Resolution: 0213.031

Moved: Cr Ballard

Seconded: Cr Madson

1. The wording of Council Resolution No 0213.005 be amended to read as follows:

“That Council defer this item to allow for draft Policy H6 to be reviewed to ensure it reflects the practices associated with existing major events held in the Town of Narrogin.”

2. That Council adopt revised Environmental Health Policies No H1 to H7 as shown as attached to this agenda as amended.

CARRIED: 7/0

Reason for Change: To emphasise that several of the polices were amended as part of the discussion.



POLICY MANUAL – ENVIRONMENTAL HEALTH

- H1. Public and Semi- Public Swimming Pools Water Quality
- H2. Temporary Toilets Approvals
- H3. Safe Collection and Disposal of Inappropriately Discarded Syringes
- H4. Noise Measurements
- H5. Exemption to the Requirement to Obtain a Stallholder's Permit
- H6. Temporary Camping Grounds for Events
- H7. Lodging Houses - Management Policy

PURPOSE

To ensure that all public and semi-public swimming pools within the Town of Narrogin are operated to consistently high health and safety standards; to minimize the occurrence of disease, injury and any health related complaints associated with the use of these facilities.

OBJECTIVES

- To ensure the water quality of public and semi-public swimming pools meets the microbial and chemical water standards prescribed in the Code of Practice for the Design, Construction, Management and Maintenance of Aquatic Facilities (2011). (The Code)
- To ensure compliance with the Health Act 1911 and all subsidiary legislation relating to swimming pools prescribed to an Authorised Environmental Health Officer.

SCOPE

Water Quality - Public and Semi-Public Swimming Pools Policy described below to be adhered to by Council Environmental Health Officers when undertaking water sampling for the purpose of opening or maintaining a swimming pool to be utilized by members the public within the Town of Narrogin.

INTERPRETATION

The purpose of this policy, all terms and references shall have the same meaning as the Terms Used in the *Health Act 1911*, *Health (Aquatic Facilities) Regulations 2007*, and the *Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities (2011)*

POLICY

It is policy that:

- At the end of the off-season and prior to a public or semi-public swimming pool being opened for the start of season; water samples are to be taken from the swimming pool and the filter backwash to determine compliance with The Code.
- Samples taken from **both** the swimming pool **and** the filter backwash must comply with the microbial and chemical standards prescribed in The Code prior to the swimming pool being opened to the public.
- Routine water samples are to be taken from public and semi-public swimming pools on a monthly basis during the time which the swimming pool is opened to the public. These samples must comply with the requirements of The Code. It is not necessary to sample the filter backwash water monthly.
- Where a water sample is found to **NOT** comply with the standards prescribed in the Code, appropriate action will be taken in accordance with legislation which may include the closure of the swimming pool to the public.
- Any forced closure of a public or semi-public swimming pool must be reported to the Department of Health WA Environmental Health Branch.

PERMISSIBLE

The provisions of the Health Act 1911, Health (Aquatic Facilities) Regulations 2007 and the Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities (2011) provide the legislative framework for the prescriptive requirements and procedures relating to the aquatic facilities in Western Australia.

ASSESSMENT

All public and semi-public swimming pools are to be sampled prior to the pool being opened for the season to ensure that exposure to the water is not likely to cause illness or disease to persons who patron the facility.

Samples taken from both filter backwash and swimming pool water must comply with the standards prescribed in the Code prior to a swimming pool being opened to public.

In the instance where a water sample is found not to comply with the requirements of the Code, appropriate action must be taken by the manager of the facility. This may include remedial action or the forced or voluntary closure of the pool to the public. Actions taken in response to a non-compliant sample will depend upon the severity of the situation and the procedures prescribed in relevant legislation.

PURPOSE

The purpose of this policy is to provide correct and accurate information to the public concerning when an application for temporary toilets will receive approval

ASSESSMENT

That in the case of applications being received by Council for approval to use any type of temporary toilets in larger public and/or private functions; the Director of Technical and Environmental Services is authorised to approve applications only when Council's Environmental Health Officer is satisfied that such approval will not give rise to health problems.

Where an application for temporary toilets is refused by the Director of Technical and Environmental Services, the applicant may request Council to formally review the decision.

PURPOSE

The purpose of this policy is to provide guidelines to Council employees to perform a safe collection and disposal of inappropriately discarded syringes.

SCOPE

This policy applies to all Council employees who locate and intend to collect a discarded syringe for correct disposal.

It is recommended that all Council employees who are likely to come in contact with a discarded syringe in their normal work environment are familiar with this policy and also keep an appropriate syringe disposal unit located in their work vehicles.

If a Council employee does not wish to collect a discarded syringe for disposal they are obligated to immediately advise Council's Environmental Services Division who will arrange for appropriate collection. The Council employee is not to leave the syringe unattended unless authorised by the Chief Executive Officer, Director of Technical & Environmental Services Division or their relevant Manager.

POLICY

It is policy that upon finding a discarded syringe:

- Survey the immediate area for additional hazards such as other syringes
- Locate an approved syringe disposal unit
- Pick up the blunt end of the syringe keeping the sharp end away from your body at all times
- Put the syringe point first into the approved syringe disposal unit
- Ensure that the container is tightly sealed and secured
- Record the date, time, location and your name on the disposal unit
- Provide the syringe disposal unit to the Environmental Health Officer for disposal and occurrence recording at regular intervals

Do not at any stage

- Endanger yourself or other people
- Panic
- Rush the task
- Replace the protective needle cover on the syringe
- Pick the syringe up in any other way than from the blunt end
- Overfill a syringe disposal unit (more than one syringe can be placed in a syringe disposal unit)

Please note it is recommended:

- **That if a device is to be used to pick up a syringe then it must be adequate to safely complete the tasks involved with disposal. Items such as "kitchen tongs" are not suitable and represent a significant safety risk to the user**

- **That if the syringe is to be picked up by a hand not wearing gloves. A loss of dexterity through the use of gloves when collecting syringes has been demonstrated on many occasions to be fraught with danger**
- **That if you have any doubt whatsoever, please contact the Environmental Services Division for further advice immediately**

First Aid

Outside of health care settings, a person who incurs a needle stick injury (i.e. who is pricked or scratched with a discarded used syringe) has an extremely low risk of actually being infected with HIV and/or Hepatitis B or Hepatitis C. However, other infections such as Tetanus have potential to occur.

If you receive a needle stick injury:

- Wash the area gently with soap and running tap water as soon as possible
- Apply antiseptic and a sterile dressing
- Obtain prompt medical treatment within 24 hours if possible. Take the syringe in a suitable disposal unit with you to the doctor. An assessment will be made which will ascertain the need for testing and post exposure treatment
- Report the event on the standard Town of Narrogin "Incident Report and Investigation" form

Remember that it is extremely unlikely that HIV and/or Hepatitis B or Hepatitis C will be contracted if exposed to a needle stick injury whilst undertaking ordinary employment duties.

PURPOSE

The purpose of this policy is to provide correct and accurate information on how to undertake a noise measurement and the result of such.

POLICY

It is policy that:

1. Unless otherwise determined by item (2), noise measurements are to be taken from within 15 meters of a noise sensitive premises as defined in the Environmental Protection (Noise) Regulations 1997, in the event of investigating a noise complaint caused by legitimate agricultural activities on rural zoned land defined by Council's Town Planning Scheme applicable on that day
2. Noise measurements are only to be taken for enforcement purposes at a distance greater than 15 meters from a noise sensitive premises where it can be clearly demonstrated to Council's Environmental Health Officer (Authorised Person and Inspector for the purposes of the Environmental Protection Act 1986, under Sections 87 and 88) that the noise received at the boundary will unreasonably interfere with the health, welfare, convenience, comfort or amenity of that person receiving the noise
3. The determination of "unreasonably interfere" will be made by Council's Environmental Health Officer on a case by case basis and will take into consideration all relevant factors in the matter. Council's Environmental Health Officer will document and justify all decisions made and ensure that all information is recorded appropriately
4. If the noise complainant is not satisfied with the decision of Council's Environmental Health Officer in regard to the determined noise measurement location, they may appeal the decision in writing to the Chief Executive Officer and the matter will be presented to Council for decision at the earliest possible opportunity

PURPOSE

The purpose of this policy is to reduce the approval process for charitable or not for profit stallholder activities that have occurred safely on a regular and historical basis within the main streets in commercial areas of the Town of Narrogin.

SCOPE

This policy applies only to charitable and not for profit organizations.

INTERPRETATION

Charitable and not for profit organizations are defined as:

An institution, association, club, society, or body whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium.

POLICY

It is policy that the following activities are exempt from stallholder approvals in prescribed areas:

Raffles

Raffles may be conducted from the following locations:

- On the footpath immediately outside the two supermarkets in Narrogin subject to:
 1. Only one booking permitted per day
- Any other raffle location may be approved at the discretion of the Chief Executive Officer after due consideration provided that:
 1. The owner/occupier of the commercial premises approving the use
 2. The area of footpath being used is immediately abutting the commercial premises
 3. The street stall does not block more than one third of the pedestrian access past the premises and is limited to a maximum usable space of 1.5 meters immediately adjacent to the commercial premises
 4. The stall does not give rise to any safety issue determined by the Town of Narrogin from time to time
 5. The booking conforms to any food related requirements contained within the Health (Food Hygiene) Regulations 1993
 6. Only one stall is permitted per day per commercial premises.

Food Stalls

Food stalls may also be conducted from these locations subject to:

1. An approved booking in advance recorded by the Town of Narrogin
2. Stallholders are to apply to Council's Environmental Health Officer for a food approval
3. The booking conforms to any food related requirements contained within the Food Act 2008 and Food Regulations 2009.

Other Stallholder Activities

Stalls operated by charitable or not for profit organizations outside of this policy are not exempt and will only be considered upon application to the Town of Narrogin.

Charges

Council shall not collect charges for stallholder permits where a charitable or not for profit organization is exempt from obtaining a stallholder permit under this policy.

Cancellation of Exemption

Either the Chief Executive Officer or the Director of Technical & Environmental Services Any may, upon witnessing any issue associated with this stallholder exemption, remove the exemption pertinent to a person, class of persons or public place. A verbal instruction from the Authorized Officer to cease activities within a specified time period or to modify an existing practice is deemed sufficient notice to the stall operator that to continue the activity, in ignorance to the direction, constitutes a breach of the requirements to obtain the Towns prior approval.

PURPOSE

The purpose of this policy is to provide correct and accurate information to the public concerning when an application for temporary camping ground for events will be approved.

OBJECTIVES

- To ensure use of temporary camping is commensurate with health and building standards

SCOPE

Private and Town of Narrogin controlled land.

INTERPRETATION

For the purpose of this policy, all terms and references shall have the same meaning as the Terms Used in the *Caravan Parks and Camping Grounds Act 1995*, *Caravan Parks and Camping Grounds Regulations 1997* and *Building Act 2011*.

POLICY

In accordance with the Caravan Parks and Camping Grounds Regulations 1997 the Chief is authorised to approve an application for a temporary camping grounds in association with a public event subject to the application complying with the following requirements:

- Application must be made by the event manager and be submitted at least 30 working days prior to the event
- Any event requiring approval for Temporary Camping that promotes similar activities/purpose, must not occur more than once, (unless specifically approved by Council) on any premises within any calendar year
- Camping in association with a major event, that spans several days of activity, must not exceed a maximum duration of five (5) consecutive days for members of the general public and (8) days for event organisers and operators. All other applications are to meet the Caravan and Camping Grounds Act 1995.
- The event manager is to make application in the prescribed form and detail the following:
 1. Name of the event
 2. Event location
 3. Written consent from the land owner if the event manager is not the land owner
 4. Accurate map of camping location(s)
 5. Number of persons expected to camp
 6. Approximate age of persons (family etc)
 7. Number of camp sites

8. Type and number of facilities - toilets/ablutions
 9. Method of rubbish collection/disposal
 10. Lighting
 11. Water supply
 12. Fire suppression equipment
 13. Accurate drawings/details of any large structure/marquee to be used
 14. Evidence of public liability insurance (when camping on Council property)
 15. Site plan detailing the above
 16. The relevant application fee
- When processing an application for Temporary Camping consideration will be given to matters that may affect the health, safety and amenity of campers and surrounding community
 - If Temporary Camping approval is granted, conditions placed on the approval shall include, but not be limited to:
 - A requirement the camp manager to reside on site with 24 hour contact ability
 - Conditions requiring the appropriate management of the site during the event; and
 - Any other conditions deemed as appropriate.
 - Should an application not comply with the above and be refused by the CEO, the applicant if he/she requests, may appeal to Council to have the matter reconsidered.

PURPOSE

The purpose of this policy is to provide correct and accurate information to the public concerning when an application for a lodging house is received.

OBJECTIVES

- To clarify requirements in terms of management of Lodging Houses
- To ensure that requirements are commensurate with health and building standards
- To minimize surrounding environmental hazard exposure to users of Lodging Houses

APPLICATION OF POLICY

This Policy applies to all Lodging houses in all zones within the Town of Narrogin including motels (that do not involve a liquor license) back packer establishments, dwellings, chalets and rural workers accommodation buildings

INTERPRETATION

For the purpose of this policy, all terms and references shall have the same meaning as the Terms Used in the *Health Act 1911*, Town of Narrogin Health Local Laws Town Planning Scheme No 2, the Building Act 2011 and Building Code of Australia. A Lodging House establishment accommodates more than 6 persons and includes any number of accommodation buildings on a single lot.

POLICY

Lodging houses within a Town site

Single building accommodation

- Restricted to 8 persons at a non-deep sewerer accommodation building (inclusive of live in on site manager)
- Can have an offsite close proximity manager - reside within a 15km radius and have 24 hour phone contact
- Rooms are not to be let independently

Back Packers

- Must have a continuous onsite/live in manager
- Provision of multi-language written instructions regarding evacuation plan, environmental risks and emergency contact numbers.

Motels

- Must have a continuous onsite manager.

10.1.783 REVIEW OF LEASE OVER RAILWAY STATION BUILDINGS

File Reference: 5.4.10 & A153250
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Unknown
Date: 7th February 2013
Author: Director of Technical & Environmental Services

Attachments:

Nil

Summary:

Council is requested to consider authorising the Chief Executive Officer to examine the possibility of relinquishing the existing lease over the Narrogin Railway Station.

Background:

Since the last passenger train passed through Narrogin on the Perth-Albany Railway line in 1978, the future of the Narrogin Railway Station has been the subject of numerous discussions and investigations.

The most substantial of these investigations was a document entitled "The Heart of a Town" being a report into the Narrogin Railway Station and its environs prepared by the "Friends of the Railways" Advisory Committee in 1994. The report outlined numerous recommendations, which included but not limited to:

- Seeking Heritage Listing of the Property;
- Preservation of the Existing Structure;
- Short and Long Term potential uses; and
- Preservation of the Footbridge.

Subsequently in 1996, the Railway Station Building was permanently listed on the State Register of Heritage Places.

In March 1999 the Town of Narrogin entered into Westrail Lease 6578 lease, leasing the Narrogin Railway Station Buildings located between Fairway Street and the Narrogin By-pass. At the request of Council the lease was granted for community purposes.

Comment:

Since leasing the property, the Town of Narrogin has fenced off the platform and barricaded the building to prevent entry. Examination of Council records indicates that the building was never utilised for any purposes.

The building and adjacent railway carriages have for many years been the target of vandalism with the building often being broken into and damaged. Given that Council currently has no use identified for the building, Councillors are requested to authorise the CEO to examine the potential for relinquishing the existing use and returning the premises to the Public Transport Authority for its ongoing care and maintenance.

There are a number of issues that severely restrict the potential to use or develop the Railway Station Buildings. These issues are summarised as follows:

- a) The Building is included on the State Heritage Register, so substantial modification of the premises may not be permitted;
- b) As a Local Government, the Town of Narrogin is unable to obtain monies from State Heritage Funds. Whilst the Federal Government is considering establishing a heritage funding program for State and Local Government owned property this does not yet exist;
- c) The location of the premises between active railway lines and the Narrogin By-pass severely restricts both pedestrian and vehicle access to the premises;
- d) The potential for vehicle access direct from the by-pass is limited due to the primary function of the road being to facilitate through traffic;
- e) The levels on the site and existing building structure are not conducive to facilitating disabled access, which would be required for any public use of the building;
- f) The presence of asbestos on site – although the PTA has arranged for removal of the asbestos to be undertaken shortly; and
- g) The substantial costs that would be associated with the renovation or conversion of the building for another purpose.

Given the above and the fact that no use has been identified since Council entered the lease in 1999, it is recommended that the potential for relinquishing the lease be examined due to the increased and ongoing high risk of liability that Council has accepted over a parcel of land and its associated building infrastructure.

It is not the intention through relinquishing the lease that Council would not further consider future uses of the building and the intent would be that when a purpose was found, to enter into another lease with Westral and trigger activity from the buildings.

Consultation:

- Chief Executive Officer

Statutory Environment:

Local Government Act.

Policy Implications: Nil

Financial Implications:

As lessee of the Narrogin Railway Station, the Town of Narrogin is responsible for the ongoing costs associated with maintaining the building. This includes the repairing of damage through vandalism or other means and ongoing yearly costs are being incurred regarding this building.

That said, it should be noted that the PTA has appointed the required consultants and contractors to remove the asbestos from the premises at no cost to the Town of Narrogin.

Strategic Implications: Nil

Voting Requirements: Simple

Council Resolution: 0213.032

Moved: Cr Muller

Seconded: Cr Archibald

That Council:

Authorise the Chief Executive Officer to examine the potential for relinquishing Westrail Lease 6578 relating to the Narrogin Railway Station and prepare a future item to Council regarding the implications and recommending a course of action.

CARRIED: 7/0

10.1.784 POTENTIAL RELOCATION OF NARROGIN BUS STOPS

File Reference: 28.2.2 & 30.4.1
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 18 February 2013
Author: Director of Technical & Environmental Services

Attachments:

Map of existing Bus Stop location and Public Transport Authority Bus Route

Summary:

Council is request to consider authorising the Chief Executive Officer to examine the potential for relocation of the existing bus stops in Earl Street to a more appropriate location.

Background:

As Councillors may be aware TransWA operates a public transport bus service between Perth and Albany which passes through Narrogin, stopping at bus stops located on Earl Street in the Narrogin Town Centre. These stops are located immediately adjacent to the Narrogin Museum and Narrogin Police Station.

A number of issues have now been identified with the current bus stop location, which are summarised as follows:

- a) There is limited parking available in the vicinity of the bus stops, with the Museum carpark servicing the museum, general CBD users/employees and bus passengers;
- b) The requirement to maintain parking in this area limits the potential use of the Museum land.
- c) The toilets at the Museum are not designed for high volume use, do not include a disabled toilet and are often subject of vandalism.
- d) In order to access the Great Southern Highway from these bus stops, TransWA buses use a route along Earl Street and Forrest Street taking the passenger bus service into the residential area.

Given the above issues, it is suggested that Council consider negotiating the relocation of the bus stops to a more suitable position in the Central Business District.

Comment:

As detailed in the Public Transport Infrastructure Manual - May 2012, bus stops are key connection between surrounding land use and a public transport service. As a result where possible bus stops should be located close to significant attractions to minimise walking distances and assist with passenger safety. It is for this reason that Country Bus stops are often located in close proximity to tourist bureaus.

As a Regional Bus Stop, passengers often board (or disembark) from long journeys. For this reason Public Toilets, access to food and other commercial outlets are in the author's opinion also desirable.

Given that the current bus stop location does not provide suitable access to disabled toilet facilities and has limited parking available, it is recommended that the Chief Executive Officer be authorised to examine the potential for relocation of the bus stop to a more suitable locations.

Locations which may be more suitable in terms of parking, ablutions and access to the Tourist Bureau include:

- a) the underutilised Railway Parking Area which will shortly have CCTV and lighting improvements; and
- b) Fairway Street in close proximity to the Tourist Bureau.

Consultation:

Chief Executive Officer – Aaron Cook

Statutory Environment: N/A

Policy Implications: Nil

Financial Implications:

In the event that bus stops are relocated, there would in the author's opinion be little or no need for the Museum Toilets to be open to the general public after hours. The closure of these toilets after hours would reduce overall operating costs relating to public toilets and limit the potential for vandalism.

Strategic Implications:

There is potential that the existing bus stops in Earl Street could be relocated to a position more suitable in terms of available parking and access to ablution facilities.

Voting Requirements: Simple

Council Resolution: 0213.033

Moved: Cr Muller

Seconded: Cr Russell

That Council:

Authorise the Chief Executive Officer to examine the potential for relocation of the TransWA Bus stops to a more suitable location with access to public parking and ablution facilities and a future report be prepared recommending a course of action regarding this matter.

CARRIED: 7/0

10.1.785 PROPOSED SUBDIVISION – LOT 501 MOKINE ROAD, NARROGIN

File Reference: 105261, SP40.1 & WAPC147145
Disclosure of Interest: Nil
Applicant: Whelan Planning Consultants (on behalf of Landcorp)
Previous Item Nos: 10.1.765 – November 2012
10.1.761 – December 2012
Date: 7th March 2013
Author: Brian Robinson, Director of Technical & Environmental Services

Attachments: Email from Whelans Planning Consultants.

Summary:

Council is requested to reconsider two conditions of subdivision that were recommended to the Western Australian Planning Commission in respect of the proposed Subdivision of Lot 501 Mokine Road, Narrogin.

Background:

Lot 501 is a 14.366ha industrial lot located on the eastern side of Mokine Road extending southward from Graham Road and eastward to Stewart. The property, which is currently vacant, represents the balance of the Narrogin Industrial Area.

At its December 2012 meeting The Western Australian Planning Commission is seeking comments on the proposed subdivision of Lot 501 Mokine Road, Narrogin in order to facilitate the creation of 6 Industrial lots ranging from 2,693m² to 4,207m² in area and an 11.6ha balance of title. The submitted plan also details a future subdivision design (Concept Plan) for the 11.6ha balance of Lot 501 which would ultimately result in the creation of an additional 16 industrial lots ranging from 2,800m² to 1.0664ha in area.

Having regard to the officer's recommendation, Council resolved to support the subdivision as proposed subject to a total of 10 conditions and 3 advice notes.

Subsequent to Council's decision an email was received from Whelans Planning Consultants, requesting that:

- a) Condition No's i) and ii) as recommended by Council be reviewed to make reference to a Drainage Management Plan rather than an Urban Water Management Plan; and
- b) Condition No viii) as recommended by Council be deleted.

The justification for the above and the author's response are detailed within the Comment section of this report.

Comment:

Condition No's i) and ii) as recommended by Council were as follows:

- i. Prior to commencement of subdivision works, an urban water management plan is to be prepared and approved, in consultation with the Department of Water (Local Government).*
- ii. Engineering drawings and specifications are to be submitted and approved, and works undertaken in accordance with the approved engineering drawings and specifications and approved plan of subdivision, for the filling and/or draining of the land, including ensuring that stormwater is contained on-site, or appropriately treated and connected to the local drainage system. Engineering drawings and specifications are to be in accordance with an approved Urban Water Management Plan (UWMP) for the site. (Local Government)*

The wording of these conditions was taken from standard Western Australian Planning Commission model conditions.

Although the applicant acknowledges that the above conditions are now model Western Australian Planning Commissions, they have highlighted that the requirements for an urban water management plan has implications for water quality monitoring that could delay the project a further 12-18 months. As a result, the applicant has suggested that these conditions be reworded to make reference to a "Drainage Management Plan" and not an "Urban Water Management Plan".

In response, the author of this report advises that it was the intent of the proposed conditions to ensure that an appropriate level of stormwater management was implemented as part of the subdivision construction. As the suggested wording will still ensure an appropriate level of stormwater management is achieved, no objection is raised to the suggestion.

Condition No viii) as recommended by Council was worded as follows:

- viii. *Suitable arrangements being made with the local government for the provision of vehicular crossover(s) to the service the lots shown on the approved plan of subdivision.*

The applicant has indicated that they are concerned that construction of crossovers to all lots at the time of subdivision will un-necessarily restrict the subsequent development design. The applicant has further advised that the roads within the subdivision will be kerbed and drained.

As an alternative, the applicant has indicated a preference for crossovers to be designed and constructed in association with the subsequent development.

In normal circumstances the construction of crossovers is only required where open or swale drains are proposed. Given that the applicant has confirmed that the roads will be formally drained and kerbed, this condition is not required and it will be possible to ensure standard crossover construction is undertaken in association with the resultant development and use of the future lots.

Consultation:

Chief Executive Officer – Aaron Cook

Statutory Environment:

The application for subdivision will be determined by the Western Australian Planning Commission having regard to the comments received from the Town of Narrogin and other relevant government departments and service agencies.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:

As Councillors would be aware, the Town of Narrogin has been advocating the construction and release of additional lots within the Narrogin Industrial Area. Revision of the conditions as requested will facilitate the subdivision construction being completed within a faster time frame.

Voting Requirements:

Simple Majority

Council Resolution: 0213.034

Moved: Cr Russell

Seconder: Cr Archibald

That Council:

1. Advise the Western Australian Planning Commission that the Town of Narrogin raises no objections to the applicants request to revise conditions 5,6 and 9 of the draft conditions of approval as follows:
 - a. Modification of conditions 5 and 6 to make reference to a Drainage Management Plan rather than an “Urban Water Management Plan” as previously stated; and
 - b. Deletion of Condition No 9 requiring crossover construction at the time of subdivision; however, upon sale of the land the purchaser is advised of the Town of Narrogin requirements and specifications and that this will be at the purchasers expense.
2. Correspondence be forwarded to Landcorp and Whelans Planning Consultants advising of point No 1 above.

CARRIED: 7/0

From: Greg Comiskey [mailto:Greg.Comiskey@whelans.com.au]
Sent: Wednesday, 27 February 2013 9:16 AM
To: Josiah Farrell
Subject: Fwd: RE: WAPC application 147145: Lot 501 Mokine Road, Narrogin

Greg Comiskey
Senior Town Planner



Suite 4, First Floor, 40 Hasler Road, Osborne Park WA 6017
PO Box 99, Mount Hawthorn WA 6915

Perth, Broome, Karratha, Port Hedland, Kununurra, Kalgoorlie, Esperance

P: 08 6241 3308 **M:** 0411 591 651

E: Greg.Comiskey@whelans.com.au **W:** www.whelans.com.au

>>> Greg Comiskey 26/02/2013 4:27 PM >>>

Alex,

Thanks for the opportunity to review the draft conditions. Please note our comments below particularly regarding draft conditions 5, 6 and 9.

Conditions 5 & 6 Requirement for a UWMP. While these are now model WAPC conditions, in this instance a Drainage Management Plan is just as effective and will not result in excessive and unnecessary development costs. The requirements of an UWMP has implications for groundwater and water quality monitoring (before and after) and could potentially delay the project a further 12 - 18 months. In addition, there are ongoing monitoring requirements etc.

UWMP's are generally only done where there has been a previous Local Water Management Strategy (LWMS) done for the area – and to our knowledge, the Shire does not have one over this area.

We suggest that this be reworded to require a 'Drainage Management Plan' for the site. This enables a more appropriate approach to stormwater management in regard to quantity which appears to the Shires primary concern based on the footnote. The condition remains subject to Shire approval so they can still control what is required.

Condition 9 Crossover requirement – **this should be removed as part of the subdivision approval.**

The development will be kerbed and drained like the surrounding industrial estates. Crossover conditions are generally only warranted where there are open drains or restrictions to access are required due to road conditions. Further, construction of crossovers will unnecessarily restrict where access is provided and therefore restricts internal building design.

I would be happy to discuss these matters with you at your convenience.

Regards
Greg

Greg Comiskey
Senior Town Planner



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Please Note: An interest in common was declared for this item as it has the potential to affect most councillors and is a project that will benefit a large portion of the community.

10.1.786 TOWN OF NARROGIN COMMENT ON PROPOSED ROADS 2030 DOCUMENT

File Reference: 28.8.3
Disclosure of Interest:
Applicant: N/A
Previous Item Nos: Nil
Date: 18 February 2013
Author: Director of Technical & Environmental Services

Attachments: Copy of Submission Form for Road to be recognised as Significant

Summary:

Council is requested to consider commenting on Main Roads draft Roads 2030 – Regional Road Development Strategy which will be used to identify regional roads and future required works.

Background:

In 1997/98 the Roads 2020 Regional Road Development Strategies were released as an initiative between State and Local Government identifying Local Government Roads that were significant. Significant roads are roads that Regional Road Group funding may be sought to facilitate their maintenance and/or improvement.

The document Roads 2020 was subsequently reviewed in the latter part of 2007 and became Roads 2025.

With a further review of the Roads 2025 - Regional Road Development Strategies now due, Council is requested to consider commenting on the draft Roads 2030 document.

Comment:

Within the Town of Narrogin, Roads 2025 identifies the following Local Government Roads as being Significant Roads:

- a) Narrogin-Harrismith Route – consisting of Forrest Street and Herald Street;
- b) Narrogin – North Banister Route – consisting of Narrakine Road from Forrest Street to the Towns northern boundary;
- c) Narrogin Truck Route North – consisting of Lefroy Street and Clayton Road; and
- d) Narrogin Truck Route South – which includes that portion of Mokine Road within the Town Boundary and Graham Road.

In addition to the above portions of the Local Road network, the Narrogin-Kondinin Road (including Kipling Street) which is under the care and control of Main Roads WA is also identified as a Significant Road.

- Significant Roads within the 2030 are defines as follows:
- All 'Highways' and 'Main Roads';
- Road Hierarchy with a category of District Distributors or Regional Distributor
- Other roads if it can be demonstrated that they do or will have a clear role in the provision of a positive and measurable contribution to the economic and/or social wellbeing of Western Australia.
- Roads included in the Grain Freight Heavy Vehicle Strategic Pathway.

In the author's opinion, Federal Street from Clayton Road to the Southern Boundary plays a vital role as a District Distributor, facilitating access to the Narrogin CBD and associated government and retail services for not only Narrogin, but the greater southern Wheatbelt area.

Traffic counters placed on Federal Street have confirmed that the road caters for an average of 3,500 to 3,800 vehicles movements per day during the week and an average of 2,300-2,400 vehicle movements per day on weekends. These are considered to be significant traffic volumes.

Similarly it is the author's opinion that Williams Road and that portion of Earl Street previously forming part of the Restricted Access Vehicle Network should also be identified as significant roads. Williams Road also plays a vital role as a district distributor and facilitates access to the Narrogin CBD from the west.

On the above basis it is recommended that Council nominate both Federal Street and Williams Road/Earl Street as significant roads for inclusion in Roads 2030.

Consultation:

Chief Executive Officer

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

The identification of Federal Street and Williams Road/Earl Street as significant roads in the Roads 2030 document will ensure that Regional Road Funding will be available toward funding future maintenance and upgrading of these roads.

Strategic Implications: Nil

Voting Requirements: Simple

Council Resolution: 0213.035

Moved: Cr Russell

Seconder: Cr Muller

That Council:

1. Authorise the Chief Executive Officer to request Main Roads WA that Federal Street and Williams Road/Earl Street be identified as Significant Roads given the high traffic volumes and importance as a regional distributor facilitating access to the Narrogin Town Centre and associated government, retail and other services for both Narrogin and the greater Southern Wheat belt.
2. Request a further report be prepared following Main Roads determination of the request to identify Federal Street and Williams Road/Earl Street as significant roads within the Roads 2030 document.

CARRIED: 7/0

SUBMISSION / RE-SUBMISSION FOR ROAD

TO BE RECOGNISED AS SIGNIFICANT

ROAD NAME:

ROAD NUMBER:

PLEASE ATTACH LOCALITY MAP

Local Government:

Date:

FUNCTION

E.g. Provides access for grain growers and haulage contractors to the Aldersyde off-rail grain receipt point from Pingelly, which is an alternative railhead for the bin. The significance of this road has increased as a result of Cooperative Bulk Handling's policy of grain segregation at the receipt points.

(Describe the road's network role in the context of the trip type e.g. freight, tourism, regional, local, origins/destinations e.g. sale yards, resource developments, tourist attractions, regional medical facilities and other appropriate information.)

DEVELOPMENT NEED

Eg. There is a need to widen this road to accommodate the increasing number of heavy vehicles associated with grain cartage. The majority of this road is unsealed.

(Describe the sections that are substandard.)

DEVELOPMENT STRATEGY

Eg. Widen sections to 7 m and seal.

(Broadly describe the types of works required to bring the road up to the 7m seal standard. List these works in order of their relative importance as an indication of how the upgrade can be staged.)

DOES THIS ROAD CROSS THE REGIONAL BOUNDARY ?	YES	NO
IF ANSWER IS YES		
Has neighbouring Local Government Authority agreed that this road is significant?	YES	NO
Has neighbouring Regional Road Technical Group agreed that this road is significant?	YES	NO
	NOT YET ASSESSED	
ATTACH AGREEMENT/S TO SUBMISSION IF ANSWER IS YES TO ANY OF THE ABOVE TWO QUESTIONS		

10.2.956 ARTS NARROGIN REQUEST FOR USE OF TOWN HALL FACILITIES

File Reference: 5.6.5
Disclosure of Interest: Nil
Applicant: ARtS Narrogin
Previous Item Nos: Nil
Date: 5 March 2013
Author: Susan Guy – Manager of Leisure and Culture

Attachments: Nil

Summary:

That Council provide in-kind support to ARtS Narrogin for an art exhibition and workshops as part of the 2013 Dryandra Country Art, Food and Wine Trail by:

- a) Waiving rental fees for ARtS Narrogin to utilise the NEXIS Gallery, the Lesser Hall, and the shop-front space, previously occupied by Country Squires Menswear
- b) Attending to preparation of the Lesser Hall by cleaning the carpets, replacing missing lights and securing the rear double doors to prevent entry of dust from the construction of toilet block.

Background:

ARtS Narrogin Incorporated is a volunteer organisation and has become the overarching body responsible for attracting funding and planning and managing artistic and cultural events in Narrogin. ARtS Narrogin Incorporated adopted this role following the abolition of the Town of Narrogin's Community Arts Officer position in 2010.

With the imminent completion of Stage 2 and 3 of the Town Hall, ARtS Narrogin has proposed that it open the NEXIS Gallery and Lesser Hall for an exhibition of works by local and regional artists in association with the Dryandra Country Art, Food and Wine Trail event on the Mother's day weekend 11/12 May 2013.

The Dryandra Country Art, Food and Wine Trail is an ARtS Narrogin initiative involving galleries, studios, wineries, restaurants, cafes and other businesses across the Narrogin region. The businesses have committed to being open for the Mother's Day weekend having exhibitions of artworks, workshops, food and/or wine available. ARtS Narrogin have invested in the production of flyers and brochures which are being distributed State wide to attract visitors to our region and town. There has been commitment so far from over 40 businesses to be involved and many enquiries from the public.

In conjunction with the exhibition ARtS Narrogin would like to host workshops conducted by some of the participating artists in the shopfront space, previously occupied by Country Squires Menswear.

ARtS Narrogin has requested that the Council waive any fees associated with its use of the venue during the 2013 Dryandra Country Art, Food and Wine Trail and meet the costs of carpet cleaning, replacing lights and securing the rear double doors to prevent the entry of dust.

Comment:

The NEXIS Gallery was originally managed by the NEXIS Gallery Committee formed in 1986. This was a dedicated volunteer committee which included the Town of Narrogin Community Arts Officer. This Committee went into recess in 2008 when the Town Hall complex was closed for refurbishment. Prior to the formation of the Gallery Committee, exhibitions were hosted and coordinated by volunteers on behalf of Council.

The NEXIS Gallery Committee when operating was a key body in fostering and supporting the arts in Narrogin in various ways including:

- Sourcing funding to complete the upgrading of the gallery space through the eighties and nine-ties;
- Raising funds to purchase gallery equipment and improve lighting and display facilities;
- Managing and delivering a full annual program of exhibitions of touring art shows and local artists' work;
- Training volunteers through the Art on the Move program in handling, packing, archiving, transporting and receiving and other curatorial and gallery management skills; and
- Fundraising to finance the renovation of floors, repainting walls and replacing the front entry doors of the NEXIS Gallery at no cost to the Town.

The current NEXIS Gallery Committee operates as a subcommittee under the auspices of ARtS Narrogin. The Committee has been reconstituted to resume the role of managing, coordinating and curating exhibitions.

By supporting ARtS Narrogin with its aspirations, Council would be fostering civic pride in the NEXIS Gallery and augmenting the cultural and artistic life of the Narrogin community. The Committee has already brought the very successful Wild! Flowers from the Bush exhibition to Narrogin (October 2012) with some 640 visitors recorded. This exhibition alone attracted over \$12,000 in funding to the Community. A notable number of visitors were from outside the town and region, and the visitor book entries reflected an extremely appreciative audience.

ARtS Narrogin Incorporated has assumed a pivotal role in the development of culture and the arts in Narrogin since the abolition of both the Community Arts Officer position in 2010 and the Town of Narrogin Cultural Development Committee in 2008.

The Town has not charged for the Lesser Hall and NEXIS Gallery space in the past so in one sense is not foregoing income which has been generated prior to the Town Hall's renovations. On the other hand the Council may argue that there is foregone rental income but currently unquantifiable until a fee structure for the Town Hall facilities is determined. Any consideration of foregone income should be undertaken in the context of both costs to the Town as well as the social, cultural and economic benefits which may be reaped by the 2013 Dryandra Country Art, Food and Wine Trail

Consultation:

- Aaron Cook, CEO, Town of Narrogin
- Deborah Hughes-Owen, Chair ARtS Narrogin Inc.
- Ned Crossley, ARtS Narrogin Committee member
- Karen Keeley ARtS Narrogin Committee member
- Mary Silverman ARtS Narrogin Committee member

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications:

The Town has not charged for the Lesser Hall and NEXIS Gallery space in the past so in one sense is not foregoing income. On the other hand the Council may argue that there is foregone rental income which is unquantifiable until a fee structure for the facilities is determined.

Strategic Implications:

Strategy 1.5 of the Town’s Strategic Community Plan 2012-2022 states “Support Tourism and Arts initiatives, recognising the economic impact that they provide to the businesses and general community’ and Strategy 2.6 states “Encourage local Arts Groups to facilitate the development of the arts culture in Narrogin”.

Voting Requirements: Absolute Majority

OFFICER’S RECOMMENDATION

That Council

Provide in-kind support to ARtS Narrogin for an art exhibition and workshops as part of the 2013 Dryandra Country Art, Food and Wine Trail by:

- a) Waiving rental fees for ARtS Narrogin to utilise the NEXIS Gallery, the Lesser Hall, and the shop-front space, previously occupied by Country Squires Menswear.
- b) Attending to preparation of the lesser hall by cleaning the carpets, replacing missing lights and securing the rear double doors to prevent entry of dust from the construction of toilet block.

Council Resolution: 0213.036

Moved: Cr McKenzie

Seconded: Cr Russell

That Council suspend standing orders No. 9.1, 9.5 and 9.6 to facilitate discussion.

CARRIED: 7/0

Council Resolution: 0213.037

Moved: Cr McKenzie

Seconder: Cr Russell

That Council

Provide in-kind support to ARtS Narrogin for an art exhibition and workshops as part of the 2013 Dryandra Country Art, Food and Wine Trail by:

- a) Waiving rental fees for ARtS Narrogin to utilise the NEXIS Gallery, the Lesser Hall, and the shop-front space, previously occupied by Country Squires Menswear.
- b) Attending to preparation of the lesser hall by cleaning the carpets, replacing missing lights and securing the rear double doors to prevent entry of dust from the construction of toilet block.
- c) If any art is sold from the premises during this event and ARts Narrogin earns a commission, that Council be entitled to 5% of the total commission earned.

CARRIED 7/0

Note: *Ms S Guy left the room at 9:20pm.*

Mrs R Bates left the room at 9:21pm.

10.2.957 STATEMENT OF FINANCIAL ACTIVITY JANUARY 2013

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 8 March 2013
Author: Mr Colin Bastow

Attachments: Statement of Financial Activity January 2013

OFFICER'S RECOMMENDATION

That Council:

Approve the Statement of Financial Activity.

Council Resolution: 0213.038

Moved: Cr Madson

Seconded: Cr Ballard

That Council:

Approve the Statement of Financial Activity for January 2013, noting that the document contains some formatting errors.

CARRIED: 7/0

Reason for Change: To clarify the month of reporting and that there were some formatting errors.

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
AS AT 31 JANUARY 2013

	2011/2012 Adopted Budget	2011/2012 Amended Budget	31/01/2013 Year To Date Actual	31/01/2013 Year To Date Budget	\$ Variances Budget To Actual Year To Date
	\$	\$	\$		
Operating					
Revenues (Sources)					
Governance	263,650	263,650	15,808	131,825	-88.01%
General Purpose Funds	701,688	701,688	334,752	350,844	-4.59%
Law, Order, Public Safety	259,209	259,209	22,139	129,605	-82.92%
Health	6,432	6,432	3,944	3,216	22.65%
Education & Welfare	1,486,297	1,486,297	1,031,141	743,149	3875%
Housing	350,050	350,050	1,382	175,025	-99.21%
Community Amenities	843,401	843,401	654,341	421,701	55.17%
Recreation & Culture	2,496,812	2,496,812	449,391	1,248,406	-64.00%
Transport	256,757	256,757	0	128,379	-100.00%
Economic Services	406,196	406,196	243,033	203,098	19.66%
Other Property & Services	37,600	37,600	12,077	18,800	-35.76%
Total	7,108,092	7,108,092	2,768,008	3,554,046	-22.12%
Expenses (Applications)					
Governance	-771,116	-771,116	-391,247	-385,558	1.48%
General Purpose Funds	-145,504	-145,504	-55,211	-72,752	-24.11%
Law, Order, Public Safety	-281,472	-281,472	-80,769	-140,736	-42.61%
Health	-92,199	-92,199	-60,486	-46,100	31.21%
Education & Welfare	-1,585,022	-1,585,022	-848,173	-792,511	7.02%
Housing	-51	-51	-27,339	-26	107112.35%
Community Amenities	-820,009	-820,009	-432,730	-410,005	5.54%
Recreation & Culture	-2,717,461	-2,717,461	-1,096,504	-1,358,730	-19.30%
Transport	-1,146,886	-1,146,886	-273,233	-573,443	-52.35%
Economic Services	-414,210	-414,210	-182,185	-207,105	-12.03%
Other Property & Services	-38,822	-38,822	-346,671	-19,411	1685.95%
Total	-8,012,751	-8,012,751	-3,794,547	-4,006,376	-5.29%
Adjustments for					
<i>Cash Budget Requirements:</i>					
Non-Cash Expenditure and Income					
(Profit)/Loss on Asset Disposals	99,500	99,500	6,014	49,750	
Depreciation on Assets	968,400	968,400	0	484,200	-100.00%
Capital Expenditure & Income				0	
Purchase Land & Building	-1,571,230	-1,571,230	-18,120	-785,615	-97.69%
Purchase Infrastructure Assets - Roads	-312,800	-312,800	0	-156,400	-100.00%
Purchase Infrastructure Assets - Footpaths	0	0	0	0	
Purchase Infrastructure Assets - Drainage	0	0	0	0	
Purchase infrastructure Assets - Parks	0	0	0	0	
Purchase Infrastructure Assets - Other	-92,293	-92,293	0	-46,147	-100.00%
Purchase - Plant & Equipment	-886,717	-886,717	-268,802	-443,359	-39.37%
Purchase Furniture & Equipment	-348,500	-348,500	-2,000	-174,250	-98.85%
Proceeds from Disposal of Assets	99,500	99,500	6,014	49,750	-87.91%
Repayments of Debentures	-55,736	-55,736	-195,000	-27,868	599.73%
Proceeds from new Debentures	220,000	220,000	0	110,000	
Advances to Community Groups	0	0	0	0	
Self-Supporting Loan Principal Income	0	0	33,559	0	
Transfers to Reserves (Restricted Assets)	-173,382	-173,382	-60,538	-86,691	
Transfer from Reserves (Restricted Assets)	534,164	534,164	0	267,062	
Add: Net Current Assets July 1 6/Forward	2,133,952	2,133,952	239,630	239,630	
Less: Net Current Assets Year to Date	0	0	2,081,763	2,851,129	
Amount Raised from Rates	(\$289,801)	(\$289,801)	(\$3,367,546)	(\$3,823,370)	

TOWN OF NARROGIN
STATEMENT OF FINANCIAL ACTIVITY
AS AT 31 JANUARY 2013

	Balance At 31-Jan-13	Brought Forward 01-Jul-12
NET CURRENT ASSETS		
Cash - Unrestricted	1,522,877	415,850
Cash - Restricted	821,032	911,632
Receivables	1,292,288	793,471
Inventories	0	0
LESS CURRENT LIABILITIES		
Payables and Provisions	-733,402	-969,691
Sub total	2,902,795	1,151,261
Less: Cash - Restricted	-821,032	-911,632
	2,081,763	239,630

TOWN OF NARROGIN
Report on Material Differences • by Sub•Program

	2012/2013 Budget	31/01/2013 Year to Date Actual	31/01/2013 Year to Date Budget	Variance \$	Budget to Actual Year to Date	T. a. n 5
Operating Revenues						
General Rate Revenue	2,903,735	2,885,014	2,875,168	-9,846	0.34%	
Other General Purpose Funding	0	0	0	0	0.00%	
Members of Council	0	0	0	0	0.00%	
Other Governance	44,342	24,046	22,171	-1,875	8.46%	
Fire Prevention	3,457	0	1,729	1,729	-100.00%	
Animal Control	7,170	4,112	3,585	-527	14.71%	
Other Law, Order & Public Safety	300	0	150	150	-100.00%	
Health Inspection	1,500	152	750	598	-79.71%	
Pest Control	1,593	0	797	797	-100.00%	
Pm-School	500	0	250	250	-100.00%	
Aged & Disability - Senior Citz Centre	4,000	1,969	2,000	31	-1.55%	
Home & Community Care	1,500	888	750	-138	16.43%	
Aged Care Packages	200	210	100	-110	110.00%	
National Respite For Carers	1,500	2,206	750	-1,456	194.13%	
Other Welfare	6,000	-2,627	3,000	5,627	-187.58%	
Staff Housing	8,900	0	4,450	4,450	-100.00%	
Sanitation Household Refuse	2,000	2,300	1,000	-1,303	130.00%	
Sanitation - Other	20,021	0	10,011	10,011	-100.00%	
Sewerage	4000	0	2,000	2,000	-100.00%	
Urban stormwater Drainage	0	0	0	0	0.00%	
Town Planning & Regional Development	0	0	0	0	0.00%	
Other Community Amenities	0	0	0	0	0.00%	
Public Halls & Civic Centres	0	0	0	0	0.00%	
Other Recreation & Sport	106,963	33,256	53,491	20,235	-37.83%	
Narrogin Regional Recreation Complex	0	0	0	0	0.00%	
Health Lifestyles Program	0	0	3	0	0.00%	
Libraries	0	0	Cr	0	0.00%	
Other Culture	0	0	0	0	0.00%	
Streets & Roads Construction	554,525	261,243	277,263	15019	-5.78%	
Streets & Roads Maintenance	62,007	29,641	31,454	1,812	-5.76%	
Road Plant Purchases	1,400	0	700	700	-100.00%	
Aerodromes	0	0	0	0	0.00%	
Rural Services	30,000	5,348	15000	9,652	-64.35%	
Tourism and Area Promotion	200	107	100	-7	6.85%	
Building Control	50	Cr	25	25	100.00%	
Other Economic Services	0	0	0	0	0.00%	
Private Works	0	0	0	0	0.00%	
Works & Services Overheads	649,082	296,339	324,541	28,202	-8.69%	
Plant Overheads	0	0	0	0	0.00%	
Administration Overheads	0	0	0	0	0.00%	
Community Developments / Services Overheads	18,003	20,557	9,000	-11,557	128.41%	
Town Planning Scheme	500	1,398	250	-1,148	459.24%	
	4,434,365	3,566,160	3,640,463	74,323	-2.04%	
Operating expenses						
General Rate Revenue	106,983	33,256	53,491	20,235	-37.83%	
Other General Purpose Funding	38,521	21,955	19,261	-2,694	13.99%	
Members of Council	464,913	234,900	232,457	-2,443	1.05%	
Other Governance	306,203	156,347	153,102	-3,245	2_12%	
Fire Prevention	28,554	5,707	14,277	8,570	-60.03%	
Animal Control	112,687	64,280	56,344	-7,937	14.09%	
Other Law, Order & Public Safety	140,231	10,751	70,116	59,334	-84.62%	
Health Inspection	92,199	60,486	46,100	-14,387	31.21%	
Pest Control	0	0	-	0	000%	
Pre-School	10,042	152	5,021	4,869	-96.97%	
Aged & Disability - Senior Citz Centre	3/211	2,037	18,606	16,568	-89.05%	
Home & Community Care	825,776	353,896	412,888	58,992	-14.29%	
Aged Care Packages	245,810	127,312	122,905	-4,407	359%	

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	31101/2013 Year to Date	31101/2013 Year to Date	Variance	Budget to Actual	
Operating Expenses	Actual	Budget	\$	Year to Date	1 6
National Respite For Carers	120,000	80,593	60,000	-20,593	34.32%
Other Welfare	72,568	15,381	36,284	20,903	-57.61%
Staff Housing	51	27,339	26	-27,314	107112.35%
Sanitation Household Refuse	443,952	317,745	221,976	-95,769	43.14%
Sanitation - Other	42,136	0	21,068	21,068	-100.00%
Sewerage	100,757	53,083	50,379	-2,704	5.37%
Urban Stormwater Drainage	7,812	0	3,906	3,906	-100000%
Town Planning & Regional Development	42,386	0	21,193	21,193	-100.00%
Other Community Amenities	182,966	61,902	91483	29,581	-32.33%
Public Halls & Civic Centres	161,656	41,466	80,828	39,362	-48.70%
Other Recreation & Sport	446,170	231,900	223,085	-8,815	3.95%
Narrogin Regional Recreation Complex	1,345,883	533,767	672,942	139,175	-20.68%
Health Lifestyles Program	362,864	92,932	181,432	88,500	-48.78%
Libraries	314,938	171,903	157,469	-14,434	9.17%
Other Culture	85,950	24,536	42,975	18,439	-42.91%
Streets & Roads Construction	0	1	-	-1	0.00%
Streets & Roads Maintenance	1,118,340	271,980	559,170	287,190	-51.36%
Road Plant Purchases	11,670	0	5,835	5,835	-100.00%
Aerodromes	0	1	-	-1	0.00%
Rural Services	117,529	43,040	58,765	15,724	-26.76%
Tourism and Area Promotion	60,759	38,340	30,380	-7,960	2620%
Building Control	172,431	100,805	86,216	-14,589	16.92%
Other Economic Services	63,491	0	31,746	31,746	-100.00%
Private Works	28,320	7,095	14,160	7,065	-49.90%
Works & Services Overheads	0	-97,354		97,354	0.00%
Building Maintenance Expense	0	2,005		-2,005	0.00%
Plant Overheads	0	25,425		-25,425	0.00%
Administration Overheads	502	300,910	251	-300,659	119784.45%
Community Developments / Services Overheads	0	71,672		-71,672	0.00%
Gross Salaries & Wages	0	36099		-35,099	0.00%
Town Planning Scheme	10,000	819	5,000	4,181	-83.63%
	7,722,260	3,443,901	3,801,130	357,229	-9.40%
Capital Expenditure					
Members of Council	5,000	0	2,500	2,500	-100.00%
Other Governance	269,500	2,000	134,750	132,750	-9852%
Animal Control	40,800	0	20,400	20,400	-109.00%
Other Law Order & Public Safety	157,900	0	78950	78,950	-100.00%
Aged & Disability - Senior Citz Centre	15,000	0	7,500	7,500	-100.00%
Home & Community Care	150,000	268,802	75,000	-193,802	258.40%
Aged Care Packages	36,000	0	18,000	18000	-100.00%
Other Welfare	72,615	0	36,308	36,308	-100.00%
Staff Housing	350,000	0	175,000	175,000	-100.00%
Sanitation Household Refuse	56,413	0	28,207	28,207	-100.00%
Sewerage	40,500	0	20,250	20,250	-100.00%
Public Halls & Civic Centres	1,015,230	18,120	507,615	489,495	-9643%
Other Recreation & Sport	35,000	0	17,500	17,500	-100000%
Narrogin Regional Recreation Complex	662,697	0	331,449	331,449	-100.00%
Libraries	1,793	0	897	897	-100.00%
Street & Roads Construction	312,800	0	156,400	156,400	-100.00%
Road Plant Purchases	80,915	0	40,458	40,458	-100.00%
Rural Services	20,941	195,000	10,471	-184,530	1762.38%
Building Control	36,000	0	18,000	18,000	-100.00%
	3,359,304	483,922	1,661,652	1,177,730	-70.88%
Capital Income					
Other Governance	258,500	6014	129,250	123,236	-95.35%
Animal Control	14,000	0	7,000	7,000	-100000%
Other Law Order & Public Safety	83,920	0	41,960	41,960	-100.00%
Home & Community Care	150,009	0	75,000	75,000	-100.00%
Aged Care Packages	12,000	0	6,000	6000	-100.09%
Other Welfare	54,727	0	27,364	27,364	-100.09%
Staff Housing	350,000	0	175,000	175,000	-100.00%
Public Halls & Civic Centres	281,386	0	140,693	140,693	-100.00%
Other Recreation & Sport	35,000	0	17,500	17,500	-100.00%
Narrogin Regional Recreation Complex	32,442	0	16,221	16,221	-100.00%
Healthy Lifestyles	51,451	0	25,726	25,726	-100.00%
Libraries	6,074	0	3,037	3,037	-100.00%
Other Culture	13,000	0	6,500	6,500	-100.00%
Road Plant Purchases	21,300	0	10,650	10,650	-100.00%
Building Control	21,000	0	10,500	10,500	-100.00%
Other Economic Services	30,000	0	15,000	15,000	-100000%
	1,414,800	6,014	707,400	701,386	-1595%

Explanation for material differences:

The Town is currently reviewing the transfers from the old chart of accounts to the new chart of accounts as well as its transfers from the old accounting software to SyngerySoft.

A more indepth review of the allocations of income and expenditure will be undertaken as part of the Town's annual budget review. The main reason for material differences between year to date budget and acme's figures is the result of timing differences.

The Town budgeted for the net amount of income and expenditure for staff housing. The lease payments for staff house all exceed the Town's subsidy and this excess is being reimbursed to the Town.

Narrogin Caravan Park is now managed by the Town as the previous lease was terminated by the Town due to a significant breach. Unfortunately, no budget allocation was made to operate the caravan park as this happened after the addition of the budget. Council will be asked to consider an amendment to its budget to correct this situation at the budget review.

Administration Overheads are yet to be allocated. Capital income and expenditure requires further review.

10.2.958 ACCOUNTS FOR AUTHORISATION – DECEMBER 2012 AND JANUARY 2013

File Reference: 12.1.1
Disclosure of Interest: Nil
Applicant: N/A
Previous Item Nos: Nil
Date: 8 March 2013
Author: Colin Bastow – Director of Corporate & Community Services

Attachments: Accounts for Authorisation – 21st December 2012 to 31st January 2013

Council Resolution: 0213.039

Moved: Cr Ballard

Seconded: Cr Madson

That Council:

Approve the Accounts for Authorisation – 21st December 2012 to 31st January 2013.

CARRIED: 7/0

Council Resolution: 0213.040

Moved: Cr Ballard

Seconded: Cr Muller

That Council:

That standing orders 9.1, 9.5 and 9.6 be resumed.

CARRIED: 7/0

List of Accounts Due & Submitted to Committee					
Chq/EFT	Date	Name	Description	Amount	
EFT86	21/12/2012	Edwards Motors Pty Ltd	Purchase of new Holden cdx Cruze sedan 2012 for Manager of Recreation & Culture	-22,500.00	
EFT87	03/01/2013	Narrogin Hire & Reticulation	Purchase of sunshade & chairs for seniors week - Other grants	-145.00	F
EFT88	03/01/2013	Best Office Systems	Photocopier hire & rent December 2012 - Library	-278.59	
EFT89	03/01/2013	Wright express-(COLES)	Purchase of various items -Homecare - November 2012	-1,828.25	
EFT90	03/01/2013	Narrogin Fruit Market	Purchase it various items for admin building - November 2012	-38.65	
EFT91	03/01/2013	Knightline Computers	Various it support including remote access for it vision, repair rates pc, printer issues	-556.15	
EFT92	03/01/2013	Coca-Cola Amatil (Aust) PTY LTD	Kiosk stock for resale - (Drinks)	-3,149.21	
EFT93	03/01/2013	WALGA	Advertising for Town hall Stage 2	-2,384.99	P
EFT94	03/01/2013	Dynamic Print	Purchase of building licence application envelopes x 500	-1,213.00	
EFT95	03/01/2013	WA Rangers Association	Attendance at legal seminar in Bunbury for Works foreman	-50.00	
EFT96	03/01/2013	Ballards of Narrogin	Purchase of dog food for pound	-28.50	
EFT97	03/01/2013	Narrogin Newsagency	Purchase of stationary for Library	-577.71	
EFT98	03/01/2013	Narrogin Electrical Services	Installation of power points for Xmas lights in Federal Street	-3,370.13	
EFT99	03/01/2013	Orica Australia Pty Ltd	Annual rent for 3 x 920 kg gas bottles @ NLC	-634.26	
EFT100	03/01/2013	Mechanical & Diesel Services	Various repairs to Mercedes sprinter van	-841.50	
EFT101	03/01/2013	Narrogin Glass & Quick Fit Windcreens	Supply & fit new window lock at Homecare - Jessie House	-90.04	
EFT102	03/01/2013	Narrogin Smash Repairs	Towing of an abandoned vehicle - Law & order	-165.00	
EFT103	03/01/2013	Narrogin Sports and Camping	Bullets for animal control / Destruction	-82.82	
EFT104	03/01/2013	Great Southern Waste Disposal	Refuse site machine & Labour October Till November 2012 - Extra machine Hire for Asbestos	-31,609.40	

List of Accounts Due & Submitted to Committee				
EFT105	03/01/2013	Ga & Cj Froome	Supply & replace communications M.D.F in menswear shop	-951.50
EFT106	03/01/2013	Tj & Ea Lynch	Service & repairs to washing machines at Caravan park	-385.50
EFT107	03/01/2013	Environmental Monitoring Systems PTY LTD	Environmental Health services- Consultant fees for September 2012	-3,861.00
EFT108	03/01/2013	P & F Kulker	Repair of leaks in the outside pool - Plumbing system	-7,873.14
EFT109	03/01/2013	Shire of Wagin	Contribution towards 2012/13 operational costs of regional waste group	-5,500.00
EFT110	03/01/2013	Margaret R Spry	Calligraphy photo for Councillors	-200.00
EFT111	10/01/2013	Ray White Narrogin	Landlord account fees & charges	-118.25
EFT112	10/01/2013	Narrogin Fruit Market	Soup & sandwiches for Council meeting 18/12/12	-107.40
EFT113	10/01/2013	Don Ennis	Reimbursement of State council sitting fees - June til November 2012	-1,981.92
EFT114	10/01/2013	Kleenheat Gas	Supply of Bulk Lpg for Narrogin Leisure centre 1/1/13	-5,344.54
EFT115	10/01/2013	Knightline Computers	Purchase of new Acer computer & upgrade hard drive - Homecare	-2,413.35
EFT116	10/01/2013	Greenline Ag Pty Ltd	Purchase of parts for John Deere ride on & Labour	-880.19
EFT117	10/01/2013	Ballards of Narrogin	Purchase of Garden mix	-600.00
EFT118	10/01/2013	Commander Australia Ltd	Network contract charges for December 2012	-211.93
EFT119	10/01/2013	Narrogin Newsagency	Purchase of items for December 2012	-17.20
EFT120	10/01/2013	S. Williams Plumbing	repairs to John Higgins Centre	-1,263.50
EFT121	10/01/2013	Narrogin Sports and Camping	Ammunition for animal control	-53.00
EFT122	10/01/2013	Burgess Rawson	Water usage 19/4/12 - 21/11/12	-226.38
EFT123	10/01/2013	WA Country Health Service	Supply meals on wheels for November 2012	-2,467.50
EFT124	10/01/2013	Public Transport Authority	Purchases of TransWa bus tickets for the Month of November 2012	-1,006.77
EFT125	10/01/2013	Super Civil PTY LTD	Install kerbing on Federal Street	-1,716.00
EFT126	10/01/2013	Ingrey's	Supply & fit textured hard top ute canopy for Building surveyors ute & service	-2,180.10
EFT127	10/01/2013	Cy O'Connor Institute	Chemical handling Training , weed managers course	-950.00
EFT128	10/01/2013	MacDonald Johnston	Purchase of new parts for sweeper truck	-627.42

List of Accounts Due & Submitted to Committee					
EFT129	10/01/2013	Country Paint Supplies	Purchase of spray paint for roadmarking	-121.80	
EFT130	10/01/2013	Great Southern Slushies	Purchase of slushie mix for NLC kiosk	-616.00	
EFT131	10/01/2013	Air Response	Repairs to NLC's gym airconditioner	-300.00	
EFT132	18/01/2013	Narrogin Hire & Reticulation	Various reticulation supplies for Narrogin Caravan park	-838.92	
EFT133	18/01/2013	Ray White Narrogin	Rent for DTES house as per contract	-1,758.13	P
EFT134	18/01/2013	Wright express-(COLES)	Coles cost for December 2012	-1,555.91	
EFT135	18/01/2013	Australia Post	Australia post account for December 2012	-1,135.07	
EFT136	18/01/2013	Great Southern Fuels	Fuel costs for December 2012	-6,767.33	
EFT137	18/01/2013	Narrogin Fruit Market	Purchases of various items for refreshment	-21.25	
EFT138	18/01/2013	Kleenheat Gas	Bulk supply of LPG for NLC 9/1/13	-2,246.93	
EFT139	18/01/2013	Knightline Computers	Repairs to server urgent callout	-85.00	
EFT140	18/01/2013	MAKIT Narrogin hardware	Purchase of various items for Works Depot & NLC	-1,010.50	
EFT141	18/01/2013	Coca-Cola Amatil (Aust) PTY LTD	Purchase of kiosk stock for resale	-283.85	
EFT142	18/01/2013	Narrogin Earthmoving & Concrete	Bulk purchase of sand	-748.00	
EFT143	18/01/2013	Commander Australia Ltd	Network fees & charges - December 2012	-530.03	
EFT144	18/01/2013	Narrogin Newsagency	Purchase of supplies for Library December 2012	-293.28	
EFT145	18/01/2013	S. Williams Plumbing	Repair & re-tile leak in caravan Park male toilets	-929.50	
EFT146	18/01/2013	West Country PRINT SYNC	Hire & rent for Photocopier to -Last read 3/1/13	-1,166.65	
EFT147	18/01/2013	Orica Australia Pty Ltd	Supply of chlorine for wwtp	-2,354.00	
EFT148	18/01/2013	Mechanical & Diesel Services	Repair & replace compressor unit for Hino roadsweeper	-4,765.75	
EFT149	18/01/2013	Narrogin Glass & Quick Fit Windcreens	Supply & repair windscreen to Holden Captiva	-372.90	
EFT150	18/01/2013	Great Southern Waste Disposal	Contract services management of White Road refuse site from 27/11/12 to 25/12/12	-33,928.26	
EFT151	18/01/2013	Burgess Rawson	Water usage 19/4/12 to 21/11/12	-671.25	
EFT152	18/01/2013	Narrogin Toyota & Mazda	Purchase of Line trimmer cord & oil	-218.47	

List of Accounts Due & Submitted to Committee					
EFT153	18/01/2013	Guy Maley	Payment of credit amount from Debtor Overpayment	-206.50	
EFT154	18/01/2013	BOLLARD SHOP	Purchase of 10 bollards for Traffic control	-1,265.00	
EFT155	18/01/2013	Goodyear Dunlop Tyres Pty Ltd	Wheel alignment & parts for tyre repair	-1,178.32	
EFT156	18/01/2013	Toll Priority	Freight for chlorine	-46.39	
EFT157	18/01/2013	Rotary Club Narrogin	Hire of bouncy castle for Friday 7th December 2012	-85.00	
EFT158	18/01/2013	Shire of Narrogin	Staff Housing -DCCS - 15/12/12 TO 12/1/13	-1,400.00	
EFT159	18/01/2013	Narrogin Gasworx	Purchase of balloons for christmas party	-100.00	
EFT160	18/01/2013	COMMAND A COM	Payment of rental renewal charges 27/1/13 to 27/4/13	-1,320.00	
EFT161	18/01/2013	Ashleigh Anne Nuttall	Refund of Uni fees for Miss Ashleigh Nutall	-2,356.00	CONTRACT
EFT162	18/01/2013	Mpl Laboratories	Testing of samples for asbestos	-110.00	
EFT163	18/01/2013	MEY equipment	Parts for mower	-118.70	
EFT164	18/01/2013	Derbahl Pty Ltd	Contract service - Pump out chemical toilet	-90.00	
EFT165	18/01/2013	Public Transport Authority	Transwa Tickets For The Month Of December 2012	-1,178.82	
EFT166	18/01/2013	Clever Cleaning Solutions Pty Ltd	Purchase of Filter & vacuum bags for Homecare	-287.89	
EFT167	25/01/2013	Knightline Computers	Various repairs & switches to homecare computers	-203.90	
EFT168	25/01/2013	Landmark Operations Ltd	Purchase of new wheelie Bin for NLC	-108.90	
EFT169	25/01/2013	Softball Western Australia	Purchase of softball book of rules	-5.00	F
EFT170	25/01/2013	LGISWA	Insurance increase for Narrogin Caravan Park asset additions	-650.06	
EFT171	25/01/2013	Lane, Buck and Higgins	Purchase of land for future industrial use - 50% payment - Joint venture with Shire of Narrogin	-195,000.00	
		TOTAL EFT PAYMENTS		-378,909.05	
43843	03/01/2013	Synergy	Electricity account for 4 Forrest Street Narrogin 27/9/12 - 26/11/12	-699.40	
43844	03/01/2013	Narrogin Packaging	Purchase of cleaning supplies for NLC	-324.10	
43845	03/01/2013	Sportspower Narrogin	Purchase of Gift vouchers for mixed netball	-40.00	F
43846	03/01/2013	Courier Australia	Works freight & Courier services	-659.03	

List of Accounts Due & Submitted to Committee					
43847	03/01/2013	John Warburton - Town Of Narrogin Social Club	Payroll deductions	-110.00	
43848	03/01/2013	Geoff Perkins Farm Machinery Centre	Various repairs to Honda Lawn mower	-127.40	
43849	03/01/2013	RJ Smith Engineering	Supply of water for December 2012	-96.00	
43850	03/01/2013	PFD Food Services Pty Ltd	Purchase of ice creams for resale - Kiosk stock	-359.05	
43851	03/01/2013	IML LOGISTICS	Purchase of chlorine to WWTP & FREIGHT	-842.43	
43852	03/01/2013	Id & Kl Hitchins	Grant writing - 5 Hours at \$ per hour	-275.00	F
43853	03/01/2013	Ted's Carpet Cleaning Service	Carpet cleaning throughout the whole Library	-486.20	
43854	03/01/2013	Activ Foundation Inc	Final Narrogin parks & Gardens maintenance prior to adoption of 2012/13 budget	-2,673.00	
43855	03/01/2013	Greg Page	Partial refund of building license search fee	-45.00	
43857	03/01/2013	Alexandra Ferns	Reimbursement for mixed netball bibs	-119.98	F
43859	10/01/2013	Narrogin Packaging	Purchase of various supplies for Australia Day 2013	-759.52	
43860	10/01/2013	Narrogin Dependant Persons bus Association	Bookings for shoppers bus for December 2012	-133.38	
43861	10/01/2013	Staples Australia Pty Ltd	Stationary order for January 2013	-476.23	
43862	10/01/2013	Parrys Pty Ltd	Purchase of new safety boots for Building surveyor	-135.96	
43863	10/01/2013	Narrogin Meals On Wheels	Provision of meals delivered for December 2012	-488.94	
43864	10/01/2013	RJ Smith Engineering	Purchase of Nylon Pullies for Pool shade cover	-71.50	
43865	10/01/2013	Vanessa Agostina McLeod	Refund swim /gym membership	-261.25	REFUND
43866	10/01/2013	Great Southern Towing	Towing of two vehicles from caravan park deemed to be abandoned	-220.00	
43867	10/01/2013	Narrogin Stihl	Purchase of 2 rolls of Line trimmer cord	-124.26	
43868	18/01/2013	Narrogin Packaging	Purchase of cleaning supplies	-85.70	
43869	18/01/2013	Courier Australia	Freight services to admin building	-20.42	
43870	18/01/2013	Telstra	Mobile phone account For December 2012	-677.90	
43871	18/01/2013	IT Vision	Purchase of emailing payslips	-1,276.02	F
43872	18/01/2013	Thing-A-Me-Bobs	Supplies for citizenship ceremony	-16.00	

List of Accounts Due & Submitted to Committee					
43873	18/01/2013	McLeods Barristers & Solicitors	Legal opinion regarding residency - Narrogin caravan park	-1,847.67	
43874	18/01/2013	Narrogin Stihl	whipper snipper wire	-359.90	
43875	18/01/2013	Josie Williams	Reimbursement for F Endorsement & traffic infringements clearance , medical	-271.05	
43876	18/01/2013	Farmworks Rural PTY LTD	Lawn beetle poison -Disect	-386.45	
43877	18/01/2013	ADT Security	Security services - History hall	-141.70	
43878	18/01/2013	Mereana Jane Lewis	Reimbursement for various clearances	-201.05	
43879	18/01/2013	Lynette Peggy O'Dea	Reimbursement for Learners permit for Light Rigid	-70.00	
43880	18/01/2013	Narrogin Homecare - Petty Cash	Purchase of hardware & consumables 4/12/12 to 9/1/13	-150.00	
43881	18/01/2013	WA Hino	Purchase of a new Hino - CANCELLED		
43882	24/01/2013	Australian Taxation Office	BAS Payment for the month of October November & December 2012	-150,582.00	
43884	24/01/2013	Hesta Superannuation	Payment of superannuation error from Authority July - November 2012	-1,565.39	
43885	24/01/2013	Onepath Life Limited	Payment of superannuation error from Authority November 2012	-121.45	
43886	24/01/2013	WA Local Government Super Plan	Payment of superannuation error from Authority - November 2012	-248.84	
43887	24/01/2013	AGEST Super - DO NOT USE	Superannuation contributions	-157.41	
43888	25/01/2013	Narrogin Packaging	Cleaning supplies	-284.39	
43889	25/01/2013	Water Corporation	Water usage for 14 Clayton Road	-2,375.00	
43890	25/01/2013	Courier Australia	Freight services for Library	-92.33	
43891	25/01/2013	Telstra	Admin building phone account for December	-2,338.92	
43892	25/01/2013	PFD Food Services Pty Ltd	Kiosk stock for re-sale - NLC	-773.35	
43893	25/01/2013	The Distributors Perth	Kiosk stock for resale - NLC	-749.05	
43894	25/01/2013	Narrogin Amcal Chemist	Purchase of Photo frames For citizenship	-207.90	
43895	25/01/2013	Vicki Chadwick	Mixed netball umpire wages for 2012 season	-66.15	F
43896	25/01/2013	Madyson Rafferty	Mixed Netball umpire wages 2012	-42.64	F
43897	25/01/2013	Cayla Batt	Mixed netball umpiring for 2012 season	-12.12	F

List of Accounts Due & Submitted to Committee					
43898	25/01/2013	Barry Raymond Price	mixed netball umpire wages 2012	-74.62	F
43899	25/01/2013	Evelyn Wilkie	Mixed netball umpiring payment 2012	-66.15	F
43900	25/01/2013	Joanne Louise Aitchison	Learners permit for light rigid	-70.00	
43901	25/01/2013	Narrogin Basketball Association	Refund of kids sport vouchers	-2,735.00	F
43902	25/01/2013	Midalia Steel	Purchase of new fence for Home-swest	-955.05	
43903	25/01/2013	Enzina Spouse	Reimbursement for various clearances & applications & medical	-279.05	
43904	25/01/2013	Jessica Lee White	Reimbursement of swimming lessons	-80.00	REFUND
43905	25/01/2013	Pictures For Pleasure	Purchase of photo frame for councillors , mayor & directors	-290.00	
		TOTAL CHEQUE PAYMENTS		-179,198.30	
	3/01/2013	Payroll		-90,275.18	
	16/01/2013	Pay roll		-102,210.57	
	30/01/2013	Pay roll		-102,210.57	
		TOTAL PAY-ROLL PAYMENTS		-294,696.32	
		TOTAL PAYMENTS		-852,803.67	
	F	Fully Funded			
	P	Partial Funded			
	R	Reimbursement			
	I	Insurance			

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

Nil

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

Council Resolution: 0213.041

Moved: Cr Muller

Seconded: Cr Russell

That Council:

Endorse the Narrogin Leisure Centre to close on Easter Sunday and that this be advertised in the local paper.

**CARRIED: 6/1
(Cr Madson opposed)**

Note: This closure will need to be advertised

13. CLOSURE OF MEETING

The meeting closed at 10:00pm

These minutes were confirmed at the Committee meeting held on

Signed Date.....
(Presiding Member at the meeting at which minutes were confirmed)