

**MINUTES  
ORDINARY COUNCIL MEETING**

**15 DECEMBER 2015**

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

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

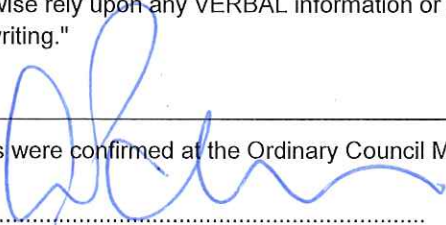
When Council uses this expression it means that: (a) Council is generally in favour of the proposal BUT is not yet willing to give its consent; and (b) Importantly, Council reserves the right to (and may well) either decide against the proposal or to formally support it but with restrictive conditions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

These minutes were confirmed at the Ordinary Council Meeting held on 9 February 2016

Signed:  Date 9-02-2016  
(Presiding Member at the meeting at which minutes were confirmed)

Council Minutes are 'Unconfirmed' until they have been adopted at the following meeting of Council.

# ORDINARY COUNCIL MEETING MINUTES

## 15 DECEMBER 2015

### 1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

7.31 – Mayor Ballard declared the meeting open

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

#### **Elected Members**

Mayor L Ballard  
Deputy Mayor Cr A Paternoster (arrived at 7.32pm)  
Cr C Ward  
Cr J McKenzie  
Cr M Kain  
Cr D Russell  
Cr P Schutz  
Cr M Fisher

#### **Staff**

Mr A Cook – Chief Executive Officer  
Mr B Robinson – Director Technical and Environmental Services  
Mr C Bastow – Director Corporate and Community Services  
Ms C Thompson – Executive Assistant  
Mr T Evans – Executive Manager Shire of Narrogin

#### **Visitors**

Mr B Seale  
Ms F Walmsley

#### **Apologies**

Cr C Bartron

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

Mr Cook declared an interest in time 10.2.178. The nature of the interest was through persons closely associated.

Cr Kain declared an interest in item 10.2.181. The nature of the interest was an impartiality interest.

### 4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

## 5. PUBLIC QUESTION TIME

7.35 pm – Public Question time commenced

### **Ms Filipa Walmsley – Narrogin**

Mrs Filipa Walmsley was thrilled with the agenda item on the table tonight with the recommendation to withdraw the application for the proposed refuse site and presented the Town with a Project Numbat 2016 calendar.

1. Summary of Question

In light of the pending agenda item being presented tonight to recommend the withdrawal of the Development Application from the Shire of Cuballing for the proposed regional refuse site –has the Great Southern Regional Waste Group come up with a strategy to look at another site.

Summary of Response

The Mayor responded that the Group is still looking at other options as a solution needs to be found to the disposal of waste in the region.

2. Summary of Question

I have been trying to locate the minutes of the meetings of the Regional Waste Group – where can I find them.

Summary of Response

The Mayor responded that the Group's minutes are recorded by the Shire of Wagin and it would be best to contact them directly.

### **Mr Brian Seale – Narrogin**

1. Summary of Question

Will Council consider editing the recommendation in item 10.2.174 to make it more clear.

Summary of Response

The Mayor responded that it is an administrative error and the author accepts that by replacing the second occurrence of the word 'period' with 'months', the resolution will be correct.

2. Summary of Question

With reference to item 10.2.177, the Statutory Environment says nil, should it not be cited?

Summary of Response

The Mayor responded that the paper is correct because the Town is only at the stage of seeking expressions of interest.

3. Summary of Question

With reference to item 10.2.178, why is the Council considering this paper for the sum of \$150 when the CEO has a delegated authority of \$250,000?

Summary of Response

The Mayor responded that it is Council's policy to consider all out-of-budget requests for monies and it is important for Councillors to be aware of where community monies are going.

4. Summary of Question

With reference to item 10.2.179, can it be clarified if there is \$1,000 budgeted for the concreting works as the term 'can be found' seems to indicate it is not budgeted? Would it require a budget variation request?

Summary of Response

The CEO responded that there are budget allocations within the budget that can accommodate the requirement for the project to progress.

7.41 pm – Mayor Ballard declared Public Question Time closed and noted that no questions have been taken on notice.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**COUNCIL RESOLUTION 1215.209**

**Moved: Cr Kain**

**Seconded: Cr Ward**

That Council:

Accept the minutes of the Ordinary Council Meeting held on 24 November 2015 and be confirmed as an accurate record of proceedings.

**CARRIED 8/0**

**8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

**9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

## 10. MATTERS WHICH REQUIRE DECISIONS

<b>10.1</b>	<b>DEVELOPMENT AND TECHNICAL SERVICES.....</b>	<b>6</b>
10.1.169	RECOGNITION OF NON-CONFORMING USE RIGHT – RJ SMITH ENGINEERING – NO 151 (LOT 794) WIESE ROAD, NARROGIN.....	6
10.1.170	PROPOSED ADDITION TO INDUSTRIAL SHED – LOT 266 LYDEKER WAY, NARROGIN.....	11
10.1.171	NARROGIN LINK ROAD – GIBSON STREET INTERSECTION.....	29
10.2.172	READVERTISING OF JOINT TOWN PLANNING SCHEME NO 3.....	37
<b>10.2</b>	<b>CORPORATE AND COMMUNITY SERVICES.....</b>	<b>61</b>
10.2.173	GREAT SOUTHERN REGIONAL WASTE GROUP .....	61
10.2.174	TEMPORARY CARAVAN PARKING.....	65
10.2.175	PAYMENTS FOR ENDORSEMENT – NOVEMBER 2015.....	78
10.2.176	MONTHLY FINANCIAL REPORTS – NOVEMBER 2015 .....	87
10.2.177	EXPRESSIONS OF INTEREST TO LEASE COUNCIL PROPERTY FOR CROPPING OR RURAL PURSUIT.....	121
10.2.178	SUBSIDY OF PROTECTIVE BEHAVIOURS SEMINAR .....	127
10.2.179	PLAYGROUND INSTALLATION NARROGIN REGIONAL LEISURE CENTRE .....	130
10.2.180	LOGO ADOPTION .....	136
10.2.181	AUSTRALIA DAY 2016 PREMIER’S ACTIVE CITIZENSHIP AWARDS.....	139

7.43 PM Ms Walmsley left chambers and did not return

## 10.1 DEVELOPMENT AND TECHNICAL SERVICES

### 10.1.169 RECOGNITION OF NON-CONFORMING USE RIGHT – RJ SMITH ENGINEERING – NO 151 (LOT 794) WIESE ROAD, NARROGIN

**File Reference:** A302400 & ICR156855  
**Disclosure of Interest:** Nil  
**Applicant:** Raymond Smith  
**Previous Item Nos:** Nil  
**Date:** 8 December 2015  
**Author:** Brian Robinson, Director Technical & Environmental Services

#### Attachments

- Aerial Photograph of the subject property.
- Copy of submitted correspondence

#### Summary

Council is requested to consider a request by the landowner to have the Town formally recognise the operation of RJ Smith Engineering from the property under a non-conforming use right.

#### Background

The subject land is a 2ha rural zoned located on the eastern side of Wiese Road on the corner of George Street. The property is developed with a small single storey residence and various outbuildings, accessed from Wiese Road. An aerial photograph of the site is shown as attachment no 1.

Correspondence has been received from the land owner asking for recognition that an engineering service has operated from the property since the 1950's and may continue to operate under "non-conforming use" rights. In support of their request, the landowners have also provided supporting correspondence from both adjacent landowners and business customers.

Copies of the applicant/land owner's correspondence and letters of support are shown at attachment no 2.

#### Comment

The provisions of Town Planning Scheme No 2 (TPS No 2) include the land within the "Rural" Zone. As detailed within the zoning and development table, land within a rural zone may be used for various purposes. That said, potential commercial activities are limited to the following:

- Rural Pursuits
- Forestry:
- Industry – Cottage:
- Bee Keeping
- Nursery
- Dog Kennels

Activities being undertaken by the applicant, are consistent with the TPS No 2 definition for “Industry”. Industry – Cottage, being the only form of industrial use permitted in the rural zone, is defined by the Scheme as “an industry which produces arts and craft goods..” and therefore is not applicable in this situation. Alternatively, it is the author’s opinion that the use should be classified as “Industry General”, which is not normally permitted in the Rural Zone.

Notwithstanding the above, where a use was legally operating prior to the scheme coming into effect, it may qualify as a non-conforming use right under Part IV of the Scheme. Further information regarding non-conforming use rights is provided in the Statutory Environment section below.

To assist Council in determining if the use qualifies as a non-conforming use, the following information is provided:

#### Past Town Planning Schemes

In June 1994 TPS No 2 replaced TPS No 1A which was gazetted in January 1982. Examination of TPS No 1A indicates that the Scheme was in fact very similar to the current scheme, permitting a range of uses within the Rural Zone. Industrial style uses were not permitted in the Rural Zone under TPS No 1A.

Prior to 1982, the much more simplistic Town Planning Scheme No 1 was in place (gazetted in March 1962). Although mapping for TPS No 1 Council minutes from July 1973 refer to the land as being zoned “Rural”. As stated in clause 30 of TPS No 1:

30. *Uses – No person shall use any land or any building or structure in a Rural Zone except for one or more of the following purposes:-*
- (a) *Any use permitted in a residential zone.*
  - (b) *Agriculture, horticulture, forestry and the keeping of poultry and livestock;*
  - (c) *With the special approval of the Town an extractive industry may be permitted in a Rural Zone’*
  - (d) *Timber cutting where the timber is required for the domestic use of the occupier, or for cases or other containers for the packing of produce from the land.”*

Given the above provision, Industrial uses were not permitted on Rural land under TPS No 1. TPS No 1 also recognised existing uses, detailing that the lawful use of a land, building or structure prior to the scheme could continue.

Having regard to the provisions of each successive Town Planning Scheme, to qualify as a non-conforming use right, it must be demonstrated that the activity was lawfully being carried on prior to the gazettal of TPS No 1 in 1962.

#### Details submitted by Applicant

With their correspondence, the applicant states that their father Percy started the business in the 1950's and that the business is still family owned and operated.

#### Adjacent Landowners Support

Letters of support have been provided by three adjacent properties owners. Information provided in one of these letters indicates that they have been neighbours to the business for 30 years (i.e. the 1980's).

#### Customer Letters of Support

One letter of support provided by the applicant confirms that their business (Yealering Agparts & Repairs) has been trading with RJ Smith Engineering since the 1970's. This appears to confirm that the business commenced some time before the 1970's.

#### Council records

Although there is no correspondence on the subject property file relating to this matter, an examination of Council records confirms that in 1973 a building license (Lic 21/73-74) was issued for a carport addition to the home. The approved plans detail that there was an existing substantial "workshop" behind the home at that time.

Whilst there is no definitive proof as to when the Engineering business commenced on the subject property, the Towns own records confirm that an outbuilding was in place and being used for the Engineering workshop in 1973.

Given this, the author considers that it would be reasonable for Council to accept the information provided by the applicant that the business started in the 1950's.

### **Consultation**

- Chief Executive Officer – Aaron Cook

### **Statutory Environment**

In accordance with clause 4.1 of Town Planning Scheme No 2, *"if at the gazettal date any land, building or structure is being lawfully used for a purpose or in a manner not permitted by the Scheme (hereinafter called a 'non-conforming use'), the non-conforming use may continue subject to the following restrictions:*

- (a) The non-conforming use shall not extend beyond the boundaries of the lot or lots upon which it was carried on at the gazettal date.*
- (b) If the buildings in which the non-conforming use is carried on are wholly within one lot only, then such buildings shall not be extended beyond the limits of that lot.*
- (c) A building shall not be altered or extended otherwise than in conformity with the relevant provisions of this Scheme and the Council may require all or part of the*



*provisions of the Development Table applicable to that zone in which the non-conforming use would be a permitted use shall apply.*

*(d) A building which is situated on land shown as a Significant and Historic Place on the Scheme Map shall not be altered or extended unless it conforms to the relevant provisions of Clause 2.6.1 or unless with the approval of the Council.*

As detailed in the comment section of this report, given the provisions of proceeding Town Planning Scheme's No 1A and 1, a non-conforming use right would only exist if the use was legally established prior to the gazettal of TPS No 1 in March 1962.

In this case, the applicant has advised that his father commenced the business from the site in the 1950's. It is therefore recommended that Council recognise that the existing Engineering business may continue under a non-conforming use right.

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 1215.210 and Officer,s Recommendation</b>
---

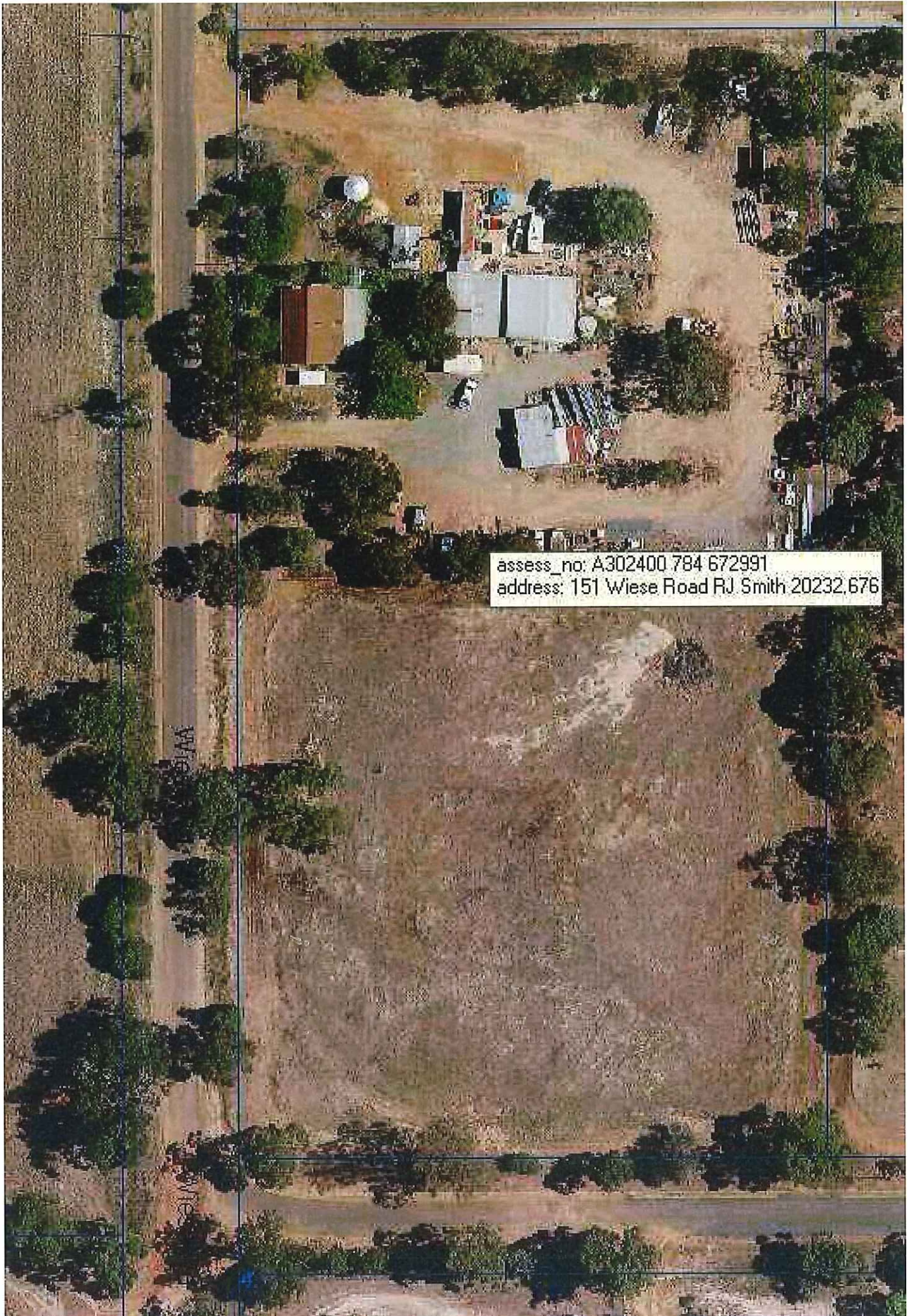
**Moved: Cr McKenzie**

**Seconded: Cr Schutz**

That Council:

1. Acknowledge the information provided by the owner of No 151 (Lot 794) Wiese Road, corner George Street, Narrogin that use of the property for the purposes of General Industry – Engineering works commenced in the 1950's.
2. On the basis of point No 1 above, advise the applicant that the business RJ Smith Engineering operates from No 151 (794) Wiese Road and may continue to under a non-conforming use right conveyed by Part IV of Town Planning Scheme No 2.
3. Advise the applicant that buildings used in association with the business may not be altered or extended without the prior planning consent of Council in accordance with clause 4.1 (c) of Town Planning Scheme No 2.

**CARRIED 8/0**



assess\_no: A302400 784 672991  
address: 151 Wiese Road RJ Smith 20232,676

# RJ SMITH ENGINEERING

ABN 670 501 600 88

Gritex Ventures Pty Ltd  
P.O. Box 133  
NARROGIN W.A. 6312

Phone: 0898 811349  
Fax: 0898 812151  
Mobile: 0428 921249  
weldone3@bigpond.com

12/11/15

Brian Robinson  
Director of Technical  
Environmental Services  
C/O Town Of Narrogin  
89 Earl St Narrogin  
Narrogin WA 6312

Town of Narrogin	
RECEIVED	
Directed to	CEO / Brian
16 NOV 2015	
Ref No.	14156855
Property File	A322400
Subject File	
C-Point No.	

To Mr Robinson,

## Recognition of non-conformity

This letter is to ask for recognition of non-conformity, and to gain permission to trade on semi-rural/agricultural zoned land.

My business RJ Smith Engineering, previously known as PJ and AE Smith Welding Engineers, has been operating from 151 Weise Rd since the 1950's and has a good standing in Narrogin and surrounding towns. It was and still is family owned and operated and has provided jobs for many local people for over 60 years including 5 apprentices.

Although I am certain that permission was previously granted when my father Percy started the business, it seems that the TON and I have no record of this arrangement.

I have great pleasure in supplying letters from some of our surrounding neighbours showing their support for our company.

I have also included letters from some of our customers showing our good standing in the community even in the early 1970's.

I hope this will suffice and eagerly await your reply.

Yours Sincerely,



Raymond Smith  
RJ Smith Engineering  
151 Weise Rd  
Narrogin WA 6312

05/11/15

Town of Narrogin  
89 Earl St  
Narrogin WA

To whom it may concern,

We would like to express our approval for the continued operation of RJ Smith Engineering.

To start with, we have been a neighbouring property (home and Business) for many, many years and on a personal level we have no issues with the continued running of Ray's business.

From a professional point of view, we have done business with RJ Smith engineering since Ray's father Percy (PJ & AE welding Engineers) first owned the business, and we would like to continue to do business with Ray form many years to come from where the business if currently located.

Kind Regards,



Robert and Karen Melchiorre  
178 Clayton Rd  
Narrogin WA 6312

Yealering Agparts & Repairs  
formerly R.E. Coxon & Co.  
15 Roberts Street,  
Yealering WA 6372

P: 9888 7095  
M: 042 888 7095  
M: 042 888 7018  
E: [lyncol84@bigpond.com](mailto:lyncol84@bigpond.com)

Town of Narrogin  
PO Box 188  
Narrogin WA 6312

To Whom It May Concern

This letter is to confirm that Yealering Agparts & Repairs & RE Coxon & Co Yealering have been dealing with Percy Smith and now Raymond Smith trading as RJ Smith Engineering of Narrogin since the 1970's.

Yours Sincerely



.....  
Lynda Coxon

29/08/15

To whom it may concern,

**151 Weise Rd, Narrogin WA 6312**  
**RJ Smith Engineering (PJ & AE Smith welding Engineers)**

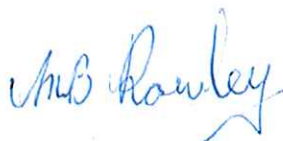
Please accept this letter to show my continued support for RJ Smith Engineering.

We have been direct neighbours to the property at 151 Weise Rd Narrogin for over 30 years; I have no concerns or objections with the perpetual running of the business.

The land at 151 Weise Rd is well cared for and there is more than adequate space around all of us to live and work comfortably.

Yours Sincerely,

Lindsay and Mary Rowley  
54 George st  
Narrogin WA 6312  
9881 1948



27/10/15

To The Town Of Narrogin,

I would like to express my support for the running of RJ Smith Engineering from its current location of 151 Wiese Rd Narrogin.

My Wife and I have owned a neighbouring property on Weise Rd for over 10 years and have never had an issue with anything relating to the operation of Rays business.

Furthermore, I believe that RJ Smith Engineering has a fundamental part to play in our community, especially with young school aged trainees and apprentices.

Kind Regards,

Anthony Howe

A handwritten signature in black ink, appearing to read 'Anthony Howe', written in a cursive style.

## 10.1.170 PROPOSED ADDITION TO INDUSTRIAL SHED – LOT 266 LYDEKER WAY, NARROGIN

**File Reference:** IPA157028 & A335300  
**Disclosure of Interest:** Nil  
**Applicant:** Navigator Enterprises Pty Ltd  
**Previous Item Nos:** Nil  
**Date:** 9 December 2015  
**Author:** Brian Robinson, Director Technical & Environmental Services

### Attachments

- Aerial Photograph of property;
- Copy of previous planning approved granted in August 2007
- Copy of submitted application for planning consent

### Summary

Council is requested to consider an application for planning consent to a proposed skillion roof extension to the existing building on the subject land.

### Background

The subject land is a 2,803m<sup>2</sup> industrial property located on the corner of Graham Road and Lydeker Way on the southern boundary of the Narrogin Industrial Area.

The site is currently developed with a 18m by 15.5m gable roof industrial shed located adjacent to the western boundary. The shed is used for wool buying, sorting and storage of wool. Access to the site is provided via a single driveway off Graham Road.

As shown on the aerial photograph at attachment no 1, a bitumen hard surface has been established within the building setback to Graham Road. The site currently contains limited landscaping.

In August 2007, conditional planning consent was granted to the development of the now existing shed. A copy of the planning approval, including the approved plans, is shown at attachment No 2.

Approval is now being sought to extend the existing shed through construction of a skillion roof extension located on the eastern side of the building. A copy of the submitted application is shown at attachment No 3.

### Comment

The provisions of Town Planning Scheme No 2 (TPS No 2) include the land within the General Industry Zone. The current use of the premises is consistent with the definitions for Warehouse and General Industry, both of which are Permitted uses within the General Industry Zone. That is use(s) that that are permitted subject to compliance with Development Standards.



In granting approval to the now existing development in 2007, the following conditions were imposed:

9. *Parking bays and ground treatment to be installed to the satisfaction of the Director Technical & Environmental Services within six months of the date of the planning approval.*
10. *Landscaping plan to be devised and submitted to Council and implemented to the satisfaction of the Director of Technical & Environmental Services within six months of the date of planning approval.*

Although as shown at attachment No 1, a hardstand was installed, the design and location was not consistent with the approved plans. Furthermore examination of Council records indicates that the then landowner did not submit a landscaping plan for the site.

Given the above, the current development does not comply with conditions 9 and 10 as imposed by Council's previous planning consent.

To assist Council in determining the current proposed development, the following comments are offered:

#### Setbacks

The provisions of TPS No 2 stipulate that development within the General Industry Zone is required to be setback 11 metres from the front, 10 metres from the rear and 5 metres from one side.

A Site plan submitted in support of the application demonstrates that the proposal complies with all setback requirements.

#### Landscaping

As identified in TPS No 2's Zoning and Development Table, a minimum of 20% of a General Industry site is normally required to be provided as landscaping. In accordance with the scheme, landscaping may consist of open areas, designed, developed and maintained as garden planting and areas for pedestrian use. Clause 3.4.2 (d) stipulates that a one tree capable of growing to 3m height or more is required for every 10m<sup>2</sup> of landscaping.

Where a proposed development utilises less than 50% of the allowable plot ratio (50%) the Council may reduce the landscaping requirement, provided that the additional landscaping is required proportionate with subsequent development.

Plans submitted with the application do not include any proposal to expand the current landscaping.

Should Council wish to approve the current application, it is recommended that appropriate conditions be imposed requiring expansion and renovation of the current landscaping, including a requirement for the landscaping to be reticulated.

### Parking Requirements

TPS No 2 stipulates that car parking is required at a rate of 1 bay per 100m<sup>2</sup> or 1 per 2 employees. With an existing shed area of 279m<sup>2</sup> and a proposed extension of 180m<sup>2</sup> a total of 459m<sup>2</sup> of shed will result should this application be approved.

In accordance with the standards prescribed by the Scheme a total of 5 carbays would normally be required for this size development.

In this case, the previously approved plans detailed that 8 carbays were to be provided on site, although parking was never established in accordance with the approved plans. This is however not considered to be a significant issue as the existing bitumen surface is more than adequate for the provision of 3 bays as would normally be required for the size of the existing development.

The author also considers that the existing bitumen area is sufficient for the provision of 5 carbays catering for both the existing and new development. That said, the applicant should be required to submit revised plans detailing the layout of the proposed bays as they are to be marked on ground.

### Storage

In accordance with clause 3.2.5 of the Scheme, the use of land for open air storage is not permitted unless it is screened from public view by a fence, wall or appropriate landscaping.

In this case, no external storage is being undertaken. It is, however, noted that the existing chain mesh fencing will not provide adequate screening should external storage occur. It is recommended that the applicant be advised that additional screening will be required should external storage be proposed.

In conclusion, whilst the existing development does not comply with two conditions of approval, an opportunity exists to correct this. It is therefore recommended that approval be granted subject to appropriate conditions relating to landscaping and the marking/maintenance of the car park.

### **Consultation**

- Chief Executive Officer – Aaron Cook

### **Statutory Environment**

Applications are determined in accordance with Part V of Town Planning Scheme No 2.

### **Policy Implications**

The proposed development and subsequent use are classified as permitted uses within the General Industry Zone. In accordance with Council's adopted Policy D1, applications for permitted uses may be processed under delegated authority, provided that the application complies with all scheme requirements.

In this case, the submitted application appears to indicate that no improvements to car parking or landscaping on site are proposed in association with the new development.

To ensure an appropriate standard of development is achieved, it is recommended that conditions be imposed in respect of improving and reticulating the landscaped areas, and the establishment of an appropriate parking area.

### **Financial Implications**

The required application fee has been paid in accordance with the Town of Narrogin's schedule of fees and charges adopted as part of the 2015/16 annual budget.

### **Strategic Implications**

Standards of development prescribed by TPS No 2 are applied to ensure that new developments are established at an appropriate standard so as to ensure a high level of amenity and to minimise the potential for land use conflict. Provided appropriate conditions of approval are imposed, and complied with, the existing and proposed development will be consistent with the level of presentation and amenity desired for the General Industrial Zone.

### **Voting Requirements**

Simple Majority.

<b>COUNCIL RESOLUTION 1215.211 and Officer,s Recommendation</b>
---

**Moved: Cr Schutz**

**Seconded: Cr Russell**

That Council:

- A. grant planning consent to the proposed skillion roof extension of existing shed/warehouse on Lot 266 Lydeker Way, Narrogin subject to compliance with the following conditions:
1. Prior to commencement of the development hereby approved, the plan submitted with the application shall be modified to reflect the provision of a minimum of 5 carbays and the associated access ways.
  2. The area set aside for the parking of vehicles, together with the associated access lanes as delineated on the endorsed plan shall:
    - i. Be designed, constructed, drained and marked to the satisfaction of the Town prior to the occupation of the development hereby permitted.
    - ii. Thereafter be maintained to the satisfaction of the Council.
    - iii. Be made available for such use at all times and not used for any other purpose.
    - iv. Be properly formed to such levels that it can be used in accordance with the plan.

3. Parking areas are not to be used for general storage or any purpose other than the parking of motor vehicles.
4. All stormwater and drainage run off to be contained on site or connected to a Town's stormwater legal point of discharge.
5. Material storage areas to be screened to the satisfaction of the Town of Narrogin.
6. The existing landscaping being upgraded and proposals for further landscaping being submitted for approval by the Town of Narrogin prior to the issue of a building licence.
7. The landscaping upgrades identified in condition No 6 above, and as approved by Council shall be established within 60 days of the practicable completion of the building and from then on maintained to the specification and satisfaction of the Town of Narrogin. Such landscaping is to be fully reticulated.

Advice to Applicant:

1. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
  2. The applicant is encouraged to consider connecting the roof of the proposed and existing development to appropriate size rainwater storage tanks to limit the impact of stormwater. Such water may be used for non-potable purposes including reticulation of landscaped areas.
  3. In respect to condition No 5 above, the applicant is advised that in accordance with Town Planning Scheme No 2 - clause 3.2.5, all open storage areas are required to be screened from public view by "*a fence, wall, or planting.*"
- B. Take no action in respect of the existing development not complying with conditions 9 and 10 of Council's previous planning consent dated 8<sup>th</sup> of August 2007.

**CARRIED 8/0**



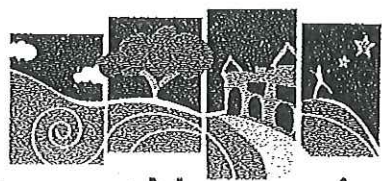
Graham Rd

Graham

Lydeker Way

assess. no: A395300 266 1286258  
address: Lot 266 Lydeker Way Narrogin Enterprises 2803 016

335300



# Town of Narrogin

## TOWN PLANNING SCHEME NO. 2 DISTRICT SCHEME

### NOTICE OF DECISION ON APPLICATION FOR PLANNING CONSENT

Name and address of Landowner: **Conch Pty Ltd, 23 Hastie Street, Bunbury WA 6230**

Planning consent is hereby **GRANTED** in respect of

Reference Application No. **DA02 - 07/08** made on the **3 August 2007**

By - **Edward Daniels, 23 Hastie Street, Bunbury WA 6230**

in respect of land situated at and described as **Lot 266 cnr Graham Road/Lydeker Way, Narrogin WA 6312**

for the land to be used for the purpose of -

**Construction of commercial building for the purposes of storage of nine tonne bin lifter truck; operation of skip bin business**

to have development carried out in accordance with the endorsed plans and subject to the following conditions -

1. **All building work to be of new construction and comply with the Building Code of Australia 2007;**
2. **A building licence to be issued by the Town of Narrogin for all building work;**
3. **A system for the treatment and disposal of waste water be installed on-site under approval from the Principal Environmental Health Officer of the Town of Narrogin, prior to the occupation of the property;**
4. **All signage shall be subject to a separate planning application being submitted and approved prior to the erection of such signage;**
5. **Fencing to comply with the requirements of the relevant Town of Narrogin local laws;**
6. **One commercial vehicle crossover to be constructed to service the property in accordance with the Town of Narrogin policy T16, to the satisfaction of the Director Technical and Environmental Services;**

7. No street trees shall be removed, cut back, pruned or interfered with in any way, without the prior approval of the Director Technical and Environmental Services
8. Storage of all equipment, machinery and materials to be within the commercial building, to the satisfaction of the Director Technical and Environmental Services;
9. Parking bays and ground treatment to be installed satisfaction of the Director Technical and Environmental Services within six months of the date of planning approval;
10. Landscaping plan to be devised and submitted to Council and implemented to the satisfaction of the Director Technical and Environmental Services within six months of the date of planning approval; and
11. Stormwater disposal to the satisfaction of the Director Technical and Environmental Services.

This approval is valid for a period of - **Twelve months from the date of this approval**

If development is not completed within this period a new approval must be obtained before commencing or continuing development.



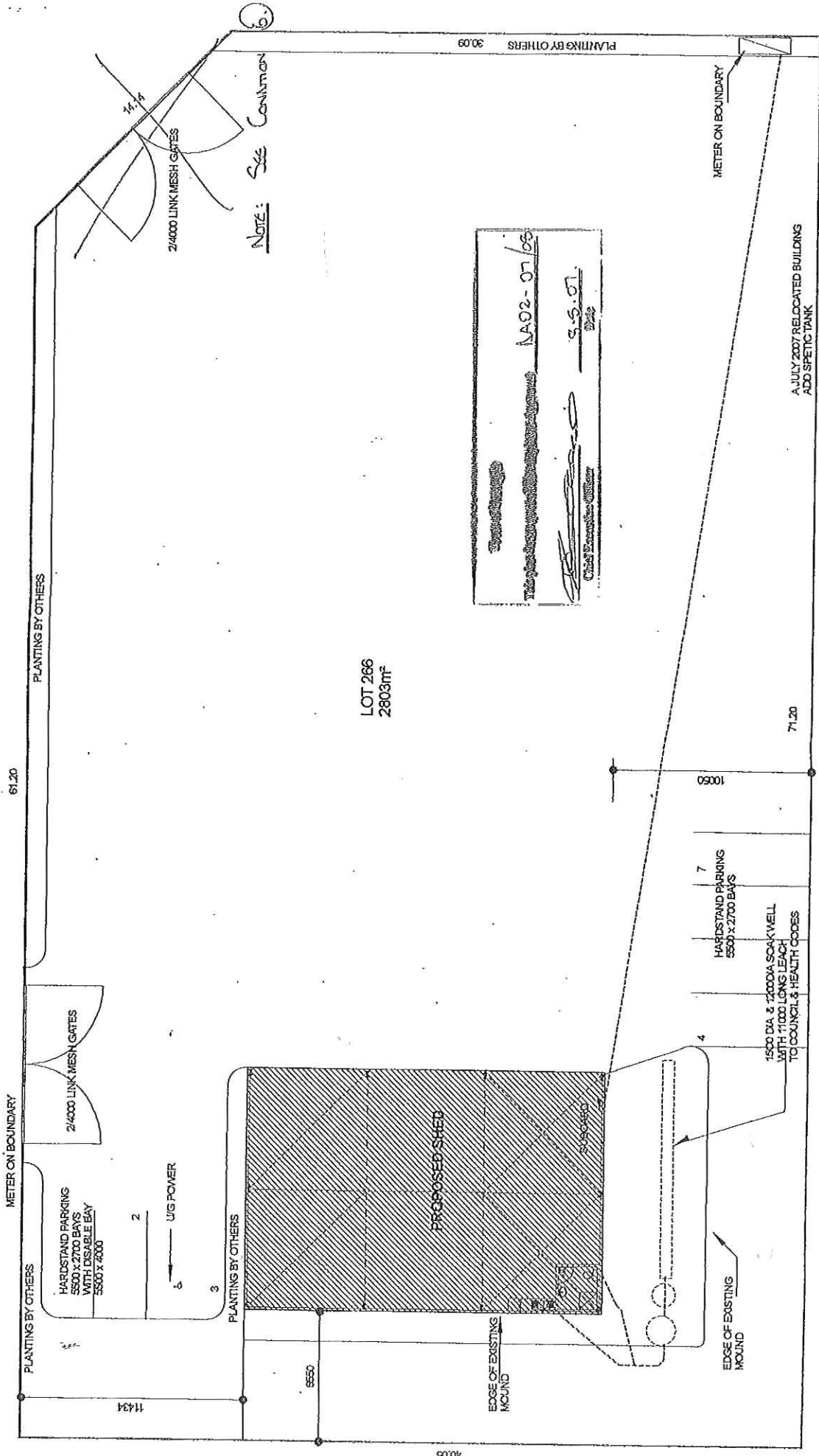
**GARY O'NEIL**  
**CHIEF EXECUTIVE OFFICER**

8/8/2007

**DATE**

**NOTE: THIS IS NOT A BUILDING LICENCE - A SEPARATE APPLICATION IS REQUIRED.**

GRAHAM ROAD



NOTE: SEE COMMON 5.

Prepared by  
 J.A.02-07/08  
 S.S.07  
 Date  
 Chief Designer - J. Miller

A JULY 2007 RELOCATED BUILDING  
ADD SPETIC TANK

**PROPOSED NEW SHED TO BE ERRECTED  
 ON LOT 266 CNR GRAHAM & LYDEKER  
 NARROGIN FOR ED DANIELS**

DRAWING 1/SS/TA

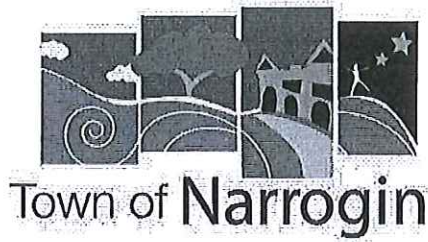
JUDITH McDOUGALL DESIGNS

"BROOK VIEW" P.O. BOX 15 NARROGIN 6312  
 TEL 08 9831 1204 FAX 08 9831 4204  
 Email: [all.judith@borednet.com.au](mailto:all.judith@borednet.com.au) ABRN 79 425 984 191  
 THE ICA CAD DESIGNER  
 DO NOT AMEND MANUALLY



SITE PLAN 1:200





Town of Narrogin  
RECEIVED  
Directed to Brian  
03 DEC 2015  
Ref No. IPA157028  
Property File A335300  
Subject File \_\_\_\_\_  
C-Point No. \_\_\_\_\_

**TOWN PLANNING SCHEME NO. 2  
DISTRICT SCHEME**

**APPLICATION FOR PLANNING CONSENT**

I/We NAVIGATOR ENTERPRISES Pty Ltd.  
(Full Name of Applicant)  
of Po Box 1367 BIBRA LAKE Postcode 6965.  
(Address for Correspondence)

hereby apply for planning consent to:

- (1) use the land described hereunder for the purpose of  
WOOLBUYING, SORTING & STORAGE OF WOOL
- (2) erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached).

The existing use of the land is: CURRENT 200 SQ METRE BUILDING USED FOR BUYING, SORTING & STORAGE OF WOOL.

The approximate cost of the proposed development is: \$ 15,891.00

The estimated time of completion is: 25/01/2016.

The approximate number of persons to be housed/ employed when the development is completed is: N/A

**TITLES OFFICE DESCRIPTION OF LAND**

**LOCALITY PLAN**

(Indicate distance to nearest intersecting street)

HOUSE NO: \_\_\_\_\_ STREET: LYDEKER WAY, NARROGIN

LOT NO: 266 PLAN OR DIAG: 220227.

LOCATION NO: \_\_\_\_\_

CERTIFICATE OF TITLE: VOLUME: \_\_\_\_\_ FOLIO: \_\_\_\_\_

**LOT DIMENSIONS**

SITE AREA: 2803 square metres

FRONTAGE: 41 metres


DEPTH: 71.2 metres

**AUTHORITY**

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTE: WHERE THE APPLICANT IS NOT THE OWNER THE OWNER'S SIGNATURE IS REQUIRED.

NOTE: NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

SIGNATURE OF OWNER:  \_\_\_\_\_ DATE: 27/11/2015

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION OUTLINED BELOW.

**THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE**

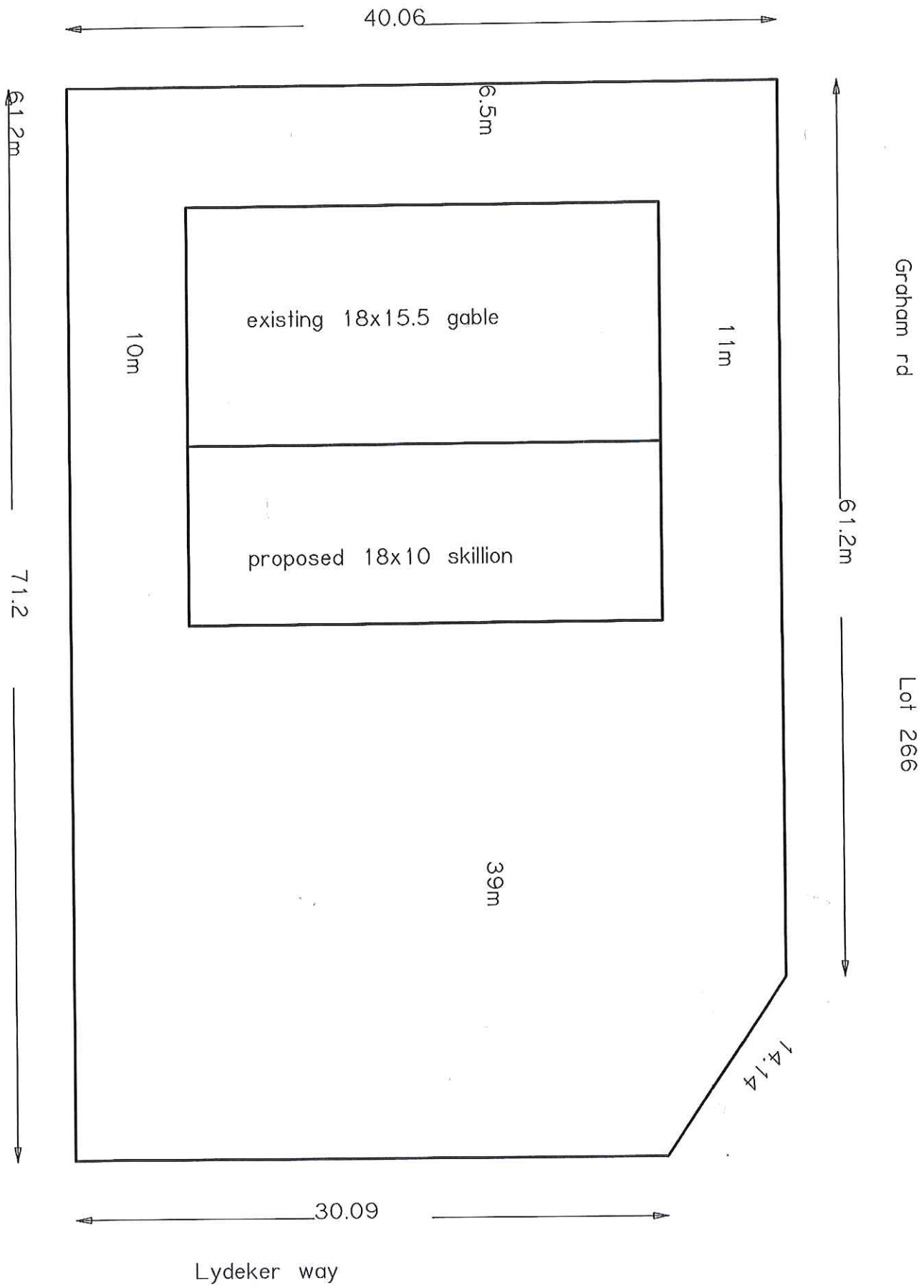
**PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT**

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless specifically exempted by the Council:

- (a) indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- (b) indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- (c) indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
- (d) indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- (e) indicate site contours and details of any proposed alteration to the natural contour of the area;
- (f) indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- (g) indicate site dimensions and be to metric scale.

**FOR OFFICE USE ONLY**

File Reference: \_\_\_\_\_  
Application Number: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Date of Approval / Refusal: \_\_\_\_\_  
Date of Notice of Decision: \_\_\_\_\_





Copyright 2015  
 Lyseight Building  
 Solutions Pty Ltd  
 trading as RANBUILD

Better sheek. Bigger choice.

CLADDING			
ITEM	PROFILE (min)	FINISH	COLOR
ROOF	TRIMDEK 0.42 BMT	ZL	ZL
WALLS	TRIMDEK 0.35 BMT	ZL	ZL
CORNERS	-	ZL	ZL
BARGE	-	ZL	ZL
GUTTER	SHEERLINE	ZL	ZL
DOWNPIPE	100x75	ZL	ZL

0.35bmt=0.40ct; 0.42bmt=0.47ct; 0.48bmt=0.53ct

**ACCESSORY SCHEDULE & LEGEND**

QTY	MARK	DESCRIPTION

ARCHITECTURAL DRAWING ONLY, NOT FOR CONSTRUCTION USE

**WIND DESIGN**

IMPORTANCE LEVEL	REGION	TERRAIN	WINDS
2	A	2.5	1.0

CLIENT  
 Navigator Enterprises P/L

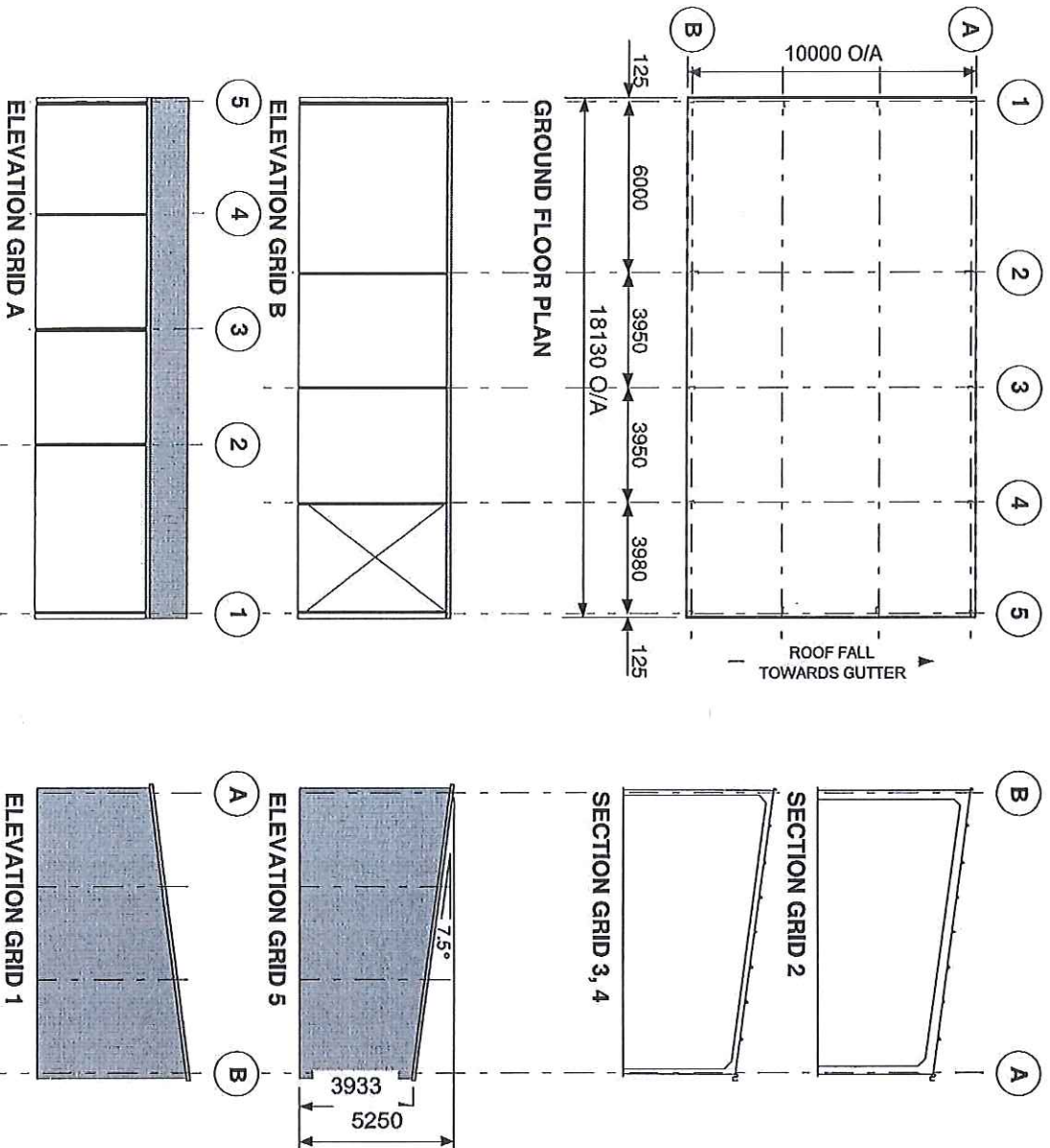
SITE  
 Lydeker way  
 lot 2  
 NARRROGIN WA 6312  
 BUILDING  
 BIG G SKILLION  
 10000 SPAN x 3933/5250 EAVE x 18130  
 LONG

TITLE  
 FLOOR PLAN & ELEVATION

SCALE  
 A4 SHEET 1:250

DRAWING NUMBER  
 C2CWA01-4170.01

PAGE  
 1/1



*PROPOSED SHED EXTENSION*

## 10.1.171 NARROGIN LINK ROAD – GIBSON STREET INTERSECTION

**File Reference:** ICR156934 & 14.9.11  
**Disclosure of Interest:** Nil  
**Applicant:** Main Roads Western Australia  
**Previous Item Nos:** Nil  
**Date:** 10 December 2015  
**Author:** Brian Robinson, Director Technical & Environmental Services

### Attachments

- Aerial Photograph of Gibson Street
- Aerial Photograph of intersection between Gibson Street and Great Southern Highway
- Main Roads correspondence received 23 November 2015
- Email from Main Roads dated 26 November 2015

### Summary

Main Roads WA is requesting the Town of Narrogin's support to the closure of the intersection between the Great Southern Highway and Gibson Street due to safety concerns.

### Background

As elected members would be aware, Main Roads is currently constructing the southern section of the Narrogin Link Road between Herald Street and the Great Southern Highway.

Gibson Street is a local road under the care and control of the Town of Narrogin that extends between the Great Southern Highway and Mokine Road. The road is the only legal access to eight lots, which are developed and used as five properties.

An aerial photograph of Gibson Street is shown as attachment No 1, whilst a larger scale aerial photograph of the current intersection is shown as attachment No 2.

Correspondence has been received from Main Roads WA seeking Council support to temporarily close the intersection between Gibson Street and the Great Southern Highway for a period of four weeks to assist in construction of the Narrogin Link Road. In addition Main Roads is recommending that consideration be given to the permanent closure of the intersection due to safety concerns.

A copy of the Main Roads correspondence is shown as attachment No 3.

Subsequent to receipt of the Main Roads request, an email has been received advising that that the temporary closure will be required for the works which are now likely to occur after the Christmas period.

## Comment

To assist the elected members in determining their position in respect of Main Roads' request, the following comments and advice are offered:

### Safety Concerns

Within their correspondence (refer attachment No 3) Main Roads WA expressed concern regarding the safety of the intersection, describing the intersection as excessively screwed, resulting in poor sight distance and inappropriate traffic movements.

The author has inspected the intersection and concurs with the views expressed by Main Roads. It is also noted that the intersection is located on a significant bend in the Great Southern Highway alignment, adding to sight line issues.

It is also noted that the majority of the intersection is not in fact located within the Gibson Street road reserve but is within an unnamed section of road reserve on the southern side of the intersection between Gibson Street and Great Southern Highway.

### Temporary Closure to Vehicles

As detailed in the statutory environment section below, a local government may proceed with the temporary closure of a road to traffic without consultation, provided that the closure will take effect for no more than 4 weeks.

Despite this, Main Roads WA have confirmed that they have completed some preliminary consultation with the residents of Gibson Street, none of whom objected to the closure. Main Roads has also undertaken to make further contact with the residents of Gibson Street prior to the temporary closure.

As the temporary closure will assist Main Roads in completing the Great Southern Highway re-alignment to connect with the Southern Link Road, it is strongly recommended that Main Roads' request be supported.

### Permanent Closure to Vehicles

In terms of a more permanent closure of the Gibson Street/Great Southern Highway intersection, there are two options available to Council, which are described as follows:

1. Proceed with a closure of the thoroughfare to vehicles on a permanent (more than 4 weeks) basis; or
2. Proceed with a permanent road closure by closing portion of the road reserve in accordance with the Land Administration Act.

It is the author's opinion that option 1 is the preferred option for various reasons, which are summarised as follows:

- a) A closure as a thoroughfare to vehicles leaves an option for the Town to reopen that intersection in the future.
- b) This option would allow for the intersection to be modified in the future. For example a slip lane permitting vehicles travelling north on the Great Southern Highway turning west to enter Gibson Street;

- c) The second option involves a more detailed process that would result in an additional crown reserve abutting the Great Southern Highway that would hinder the ability to reopen the intersection for vehicles.

Should Council wish to proceed with option 1, public consultation will be required in the form of an advertisement in the local paper, correspondence to affected owners and possibly signage calling for submissions within a 21-30 day period. Whilst Main Roads has undertaken preliminary consultation with the affected residents/landowners, the Local Government Act places an obligation on the local authority to conduct an appropriate level of consultation.

#### Resultant Changes to Gibson Street

Main Roads WA has undertaken to arrange the construction of a suitably sized cul-de-sac on Gibson Street to the Town's requirements. This work would be undertaken as part of the Link Road project works.

#### **Consultation**

- Chief Executive Officer – Mr Aaron Cook

#### **Statutory Environment**

In accordance with section 3.50 (1) a Local Government may close any thoroughfare that it manages to the passage of vehicles, either wholly or partially for a period not exceeding 4 weeks. Such closures may be undertaken without consultation.

Further to this, in accordance with clause 3.50(1a) a local government may by local public notice order that a thoroughfare is closed to vehicles for more than 4 weeks. Before doing so a local government must however give public notice of the proposed closure inviting submissions on the proposal. This public notice must include written notice to affected landowners.

#### **Policy Implications**

Nil

#### **Financial Implications**

Main Roads WA have advised that should Council be prepared to proceed with the closure of the intersection to vehicles, then Main Roads is prepared to meet the costs associated with the construction of an appropriate cul-de-sac at the eastern end of Gibson Street.

All costs associated with the advertising of the proposed closure will be wholly contained within the 2015/16 adopted budget.

#### **Strategic Implications**

Nil

#### **Voting Requirements**

Simple Majority

**COUNCIL RESOLUTION 1215.212 and Officer,s Recommendation**

**Moved: Cr Russell**

**Seconded: Cr Ward**

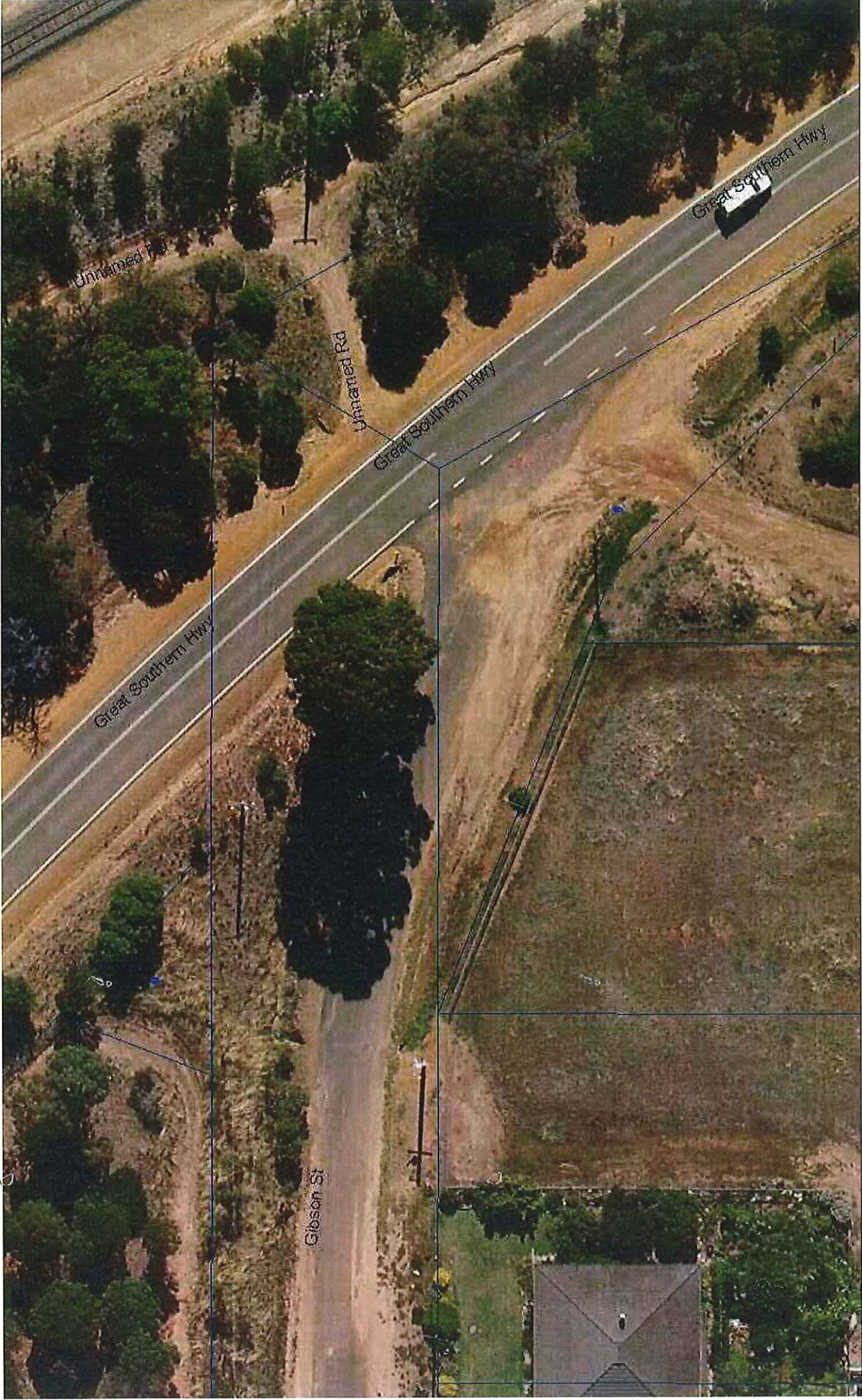
That Council:

1. Advise Main Roads Western Australia that the Town of Narrogin approves the temporary closure of the intersection between Gibson Street and Great Southern Highway to all vehicles for a four week period in association with road works to be undertaken as part of the Narrogin Southern Link Road project to be completed in early 2016;
2. Advise Main Roads that it is prepared to support the permanent closure of the Gibson Street intersection with the Great Southern Highway to all vehicles subject to Main Roads meeting all costs associated with the construction of a new cul-de-sac at the eastern end of Gibson Street to be installed to the satisfaction of the Chief Executive Officer;
3. In accordance with section 3.50 of the Local Government Act proceed with advertising for public submissions of the proposal to permanently close the intersection of Gibson Street and Great Southern Highway to all vehicles due to safety concerns associated with the intersection;
4. The advertising referred to in point 3 above, be undertaken over a period of 21 days commencing in January 2016 with an advertisement to appear in the local paper, erection of a sign on site and correspondence to all affected landowners and residents located in Gibson Street;
5. Await a further report on the proposed closure to the February round of meetings, following the closure of the submission period.

**CARRIED 8/0**









**mainroads**  
WESTERN AUSTRALIA

Town of Narrogin RECEIVED	
Directed to	CEO / Brian
Ref No.	23 NOV 2015
Property File	ICR156934
Subject File	14-1-11
C Point No.	

Enquiries: Sardar Khan  
Our Ref: 14/6918

16 October 2015

Mr A Cook  
Chief Executive Officer  
Town of Narrogin  
PO Box 188  
NARROGIN WA 6312

Dear Aaron,

## **Narrogin Link Road Project – Southern Section**

### **Gibson Street – Closure to Public Thoroughfare at Great Southern Highway**

As you will be aware, Main Roads and the Shire of Narrogin are currently constructing the southern section of the Narrogin Link Road.

Gibson Street intersects with the Great Southern Highway near the southern tie-in point of the Narrogin Link Road. To improve traffic safety during construction of the Narrogin Link Road, Main Roads seeks approval from the Town of Narrogin to the closure to public thoroughfare of the eastern end of Gibson Street where it intersects with the Great Southern Highway, for a 4 week period commencing on 30 November 2015.

Furthermore, Main Roads recommends consideration be given to the permanent closure to public thoroughfare of the eastern end of Gibson Street due to traffic safety issues. The existing intersection is excessively skewed, resulting in poor sight distance and inappropriate traffic movements.

Main Roads has undertaken some preliminary consultation with the residents of Gibson Street, none of who objected to the proposed closure. Residents will be contacted again before any temporary closure.

Main Roads seeks the approval of the Town of Narrogin to the permanent closure to public thoroughfare of the eastern end of Gibson Street at the intersection with Great Southern Highway.

If Council is in agreement to the closure, Main Roads will arrange the construction of a suitably sized cul-de-sac on Gibson Street to the Town's requirements as part of the Narrogin Link Road Project works.

For your consideration and advice please.

For any enquiries, please do not hesitate to contact Sardar Khan on 0407 451 200.

Yours sincerely

Gerry Zoetelief  
Project Manager Development

## Brian Robinson

---

**From:** KHAN Sardar (PM) <sardar.khan@mainroads.wa.gov.au>  
**Sent:** Thursday, 26 November 2015 3:15 PM  
**To:** Brian Robinson  
**Cc:** MOREY Cathy (CSM); 'traffic@howson.com.au'; ZOETELIEF Gerry (PMD)  
**Subject:** Gibson St Closure

Hi Brian,

As discussed today, revised Narrogin Link Rd program indicates there is a strong potential construction works on GSH tie-ins will not commence prior to Christmas and as a result I have to update and re-send Gibson St closure request for approval with revised dates to Town of Narrogin.

This will also provide some leeway, if this matter has to be put forwarded in councillors meeting on 15 December for seeking approval.

MRWA has already undertaken a preliminary consultation in the past with Gibson St residents for closure and the overall feedback is very positive.

Please do not hesitate to contact me, if you require further information.

Regards,

S.Khan

**Sardar Khan**

Project Manager

Wheatbelt Region

p: +61 9881 0566 Field | m: +61 407 451 200

w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



IN PARTNERSHIP WITH

**ventia**   **OPUS**



## 10.1.172 READVERTISING OF JOINT TOWN PLANNING SCHEME NO 3

<b>File Reference:</b>	18.6.2
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Not Applicable
<b>Previous Item Nos:</b>	Item 10.2.538 – October 2008 Item 10.2.745 – Technical & Environmental Services Committee 12/7/2012 Item 10.1.745 – Ordinary Council 24 July 2012
<b>Date:</b>	11 December 2015.
<b>Author:</b>	Brian Robinson, Director Technical & Environmental Services

### Attachments

- Copy of Item 10.2.745 to Technical & Environmental Services Committee.

### Summary

Council is requested to consider endorsing a request being forwarded to the Western Australian Planning Commission seeking permission to re-advertise Joint Town Planning Scheme No 3 for public comment.

### Background

As elected members would be aware, the Town of Narrogin's Town Planning Scheme No 2 was gazetted on 17 June 1994 and is now approximately 21 years old. Similarly the Shire of Narrogin's Town Planning Scheme No 2 was gazetted on 3 October 1997 and it now 18 years old.

In accordance with the Planning and Development Act 2005, there is an obligation on Local Government to consolidate and/or review their Town Planning Scheme.

Pursuant to the requirements of the Act, the Town and Shire of Narrogin have prepared a new Joint Town Planning Scheme. Council adopted the new Joint Scheme and the associated Town Planning Strategy for the purposes of advertising at its Ordinary meeting held in 2008.

On 8 December 2011, the Western Australian Planning Commission (WAPC) granted consent to advertise Town Planning Scheme No 3 and Local Planning Strategy for public comment over a period of three months. Advertising of the documents was subsequently arranged in accordance with the WAPC instructions.

Advertising of the documents closed on the 16<sup>th</sup> April 2012, with a total of 35 submissions being received. Both a summary of the submissions received and full copies of the submissions were considered by both the Town and Shire of Narrogin at their Ordinary Council meetings following the close of advertising.

Both Council's resolved to adopt the Scheme for final approval subject to a significant of modifications, to both the draft Scheme and Strategy. However there were variations between the two resolutions. For example the Town of Narrogin sought to identify land to the south of

the Narrogin Industrial Area as “Future Industry” whilst the Shire sought to retain the Special Rural Zoning applicable to the land under their TPS No 2.

Subsequently a meeting was held at the Town of Narrogin between the author of this report and representatives from the Western Australian Planning Commission. At that meeting, the list of modifications were discussed and it was agreed that the modifications representative a significant change to the document as advertised. Given the significance of the changes, it was agreed that there was a need to seek permission from the Commission to re-advertise the scheme for public comment, giving landowners impacted by the modifications an opportunity to comment on the proposed changes. For example land that was identified for commercial purposes in the advertised scheme was now being proposed for residential purposes.

With a need to re-advertise the scheme identified, the variations between resolutions passed by the Town and Shire of Narrogin presented a new difficulty. That is which version of the scheme would be used when seeking permission to re-advertise the scheme.

In order for approval to be sought for the re-advertising, it is necessary for both local authorities to adopt the same scheme for the purposes of advertising. Unfortunately workload constraints have hindered the ability to progress re-advertising of the scheme until now.

### **Comment**

In order to progress the Joint Town Planning Scheme, it is recommended to both the Shire and Town Council’s that Draft Town Planning Scheme No 3 as previously advertised be adopted for the purposes of further advertising subject to those modifications adopted by the Town of Narrogin.

It is also noted that several other modifications are now required to the scheme, which are summarised as follows:

- a) The Town Planning Scheme and Strategy Maps being modified to reflect the newly preferred alignment of the Northern section of Narrogin Link Road;
- b) Inclusion of the land on Great Southern Highway between the Railway line and the new connection to the Narrogin Link Road within the “Service Commercial Zone” as opposed to the Industry Zone as previously advertised.

This will facilitate consolidation of the current Industrial Area rather than permit the development of an additional Industrial Zone.

- c) Removal of all established non-conforming uses from the Additional Use Zone, recognising that all such uses will have a right to continue under the new scheme under a Non-Conforming use right.

This approach ensures that there will be some flexibility as to future use of such land where the non-conforming use ceases to exist. Pursuant to provisions within the draft scheme, Council may grant approval for the change of one non-conforming use right to another non-conforming use.

By including non-conforming uses within the additional use zone, this flexibility is removed.

Should there be any points where the Town and Shire cannot agree, it is recommended that these matters be further considered following the close of the new advertising period. The Western Australian Planning Commission and the Minister for Planning may then determine which approach may be adopted.

### **Consultation**

- Chief Executive Officer – Aaron Cook

### **Statutory Environment**

Draft Joint Town Planning Scheme No 3 and Local Planning Strategy have been prepared, processed and were previously advertised in accordance with the Planning & Development Act 2005 and the Town Planning Regulations 1967.

Given the significant changes proposed to the Draft Scheme and Strategy, it is necessary for approval to re-advertise the scheme to be obtained from the Western Australian Planning Commission.

### **Policy Implications**

Nil

### **Financial Implications**

Costs associated with the with modification of the Scheme Text, Maps and Strategy as proposed and the costs associated with re-advertising will be shared between the Town and Shire.

It is anticipated that those costs will be wholly contained within the annual budget adopted by Council for the 2015/16 financial year.

### **Strategic Implications**

Review of Town Planning Scheme No 2 is overdue and consistent with objective 4.3 of the Town of Narrogin's Strategic Community Plan which seeks to:

“Ensure that all Town Planning and Building applications are dealt with in a timely and appropriate manner and that the strategic direction of the Town Planning Scheme is prominent and under review.”

### **Voting Requirements**

Simple Majority.

**COUNCIL RESOLUTION 1215.213 and Officer,s Recommendation**

**Moved: Cr Ward**

**Seconded: Cr McKenzie**

That Council:

1. Adopt for the purposes of advertising Draft Joint Town Planning Scheme No 3 and the associated Planning Strategy as advertised subject the following modifications”
  - a. those modifications identified within the Officer’s report previously presented to Council at its Ordinary meeting held in July 2012;
  - b. The Town Planning Scheme and Strategy Maps being modified to reflect the newly preferred alignment of the Northern section of Narrogin Link Road;
  - c. Inclusion of the land on Great Southern Highway between the railway line and the new connection to the Narrogin Link Road within the “Service Commercial Zone” as opposed to the Industry Zone as previously advertised.
  - d. Removal of all established non-conforming uses from the Additional Use Zone, recognising that all such uses will have a right to continue under the new scheme under a Non-Conforming use right.
2. Seek permission from the Western Australian Planning Commission to readvertise the Draft Joint Town Planning Scheme and Strategy for the purposes of public comment in accordance with the Planning and Development Act 2005 and associated regulations.

**CARRIED 8/0**



## 10.1.745 FINAL ADOPTION OF JOINT LOCAL PLANNING SCHEME NO 3 AND ASSOCIATED STRATEGY

File Ref: 5230  
Date: 10<sup>th</sup> June 2012  
Author: Brian Robinson

### Previous Item No,s:

Item 10.1.538 – October 2008  
Informal Briefing Sessions - August & September 2008

### Summary

Council is requested to consider final adoption of draft Joint Local Planning Scheme No 3 and the associated Local Planning Strategy having regard to the 35 submissions received, advice from the Western Australian Planning Commission, the Environmental Protection Authority and Council officers.

### Background

At its October 2008 meeting, Council was requested to consider adopting the final draft version of Joint Town Planning Scheme No 3 and the associated Strategy for advertising purposes.

The report to Council detailed that numerous modifications were proposed to reflect outcomes from discussions between Town and Shire staff at the time.

Having regard to the officer's report, Council resolved as follows:

*"That Council,*

- 1. Modify the draft documentation and plans prepared in respect of the Town and Shire of Narrogin Joint Local Planning Strategy and Local Planning Scheme No 3 in accordance with the list of modifications contains in **Table 1 'Schedule of Modifications'**; and*
- 2. Adopt the final draft version of the Town and Shire of Narrogin Joint Local Planning Strategy and Local Planning Scheme No 3 inclusive of the various modifications contains in **Table 1 'Schedule of Modifications'** and formally submit the revised documentation and plans to the Environmental Protection Authority for environmental clearance and the Western Australian Planning Commission for approval to commence public advertising."*

A copy of **Table 1 'Schedule of modifications'**, as presented to the October 2008 meeting is shown (attachment 4).

Subsequent to the modifications be effected, draft Joint Local Planning Scheme No 3 and the associated Strategy were referred to the Environmental Protection Authority (EPA) for environmental assessment. In correspondence dated the 7<sup>th</sup> September 2009, the Environmental Protection Authority advised that the EPA considered the Scheme should not be formally assessed. The EPA did however provide various points of advice and recommendations relating to Environmental Issues.

A copy of the EPA correspondence is shown (attachment 5), whilst the comments provided are addressed in the comment section below.

On the 8<sup>th</sup> December 2011, the Western Australian Planning Commission (WAPC) granted consent to advertise Town Planning Scheme No 3 and Local Planning Strategy for public comment over a period of three months. Advertising of the documents was subsequently arranged in accordance with the WAPC instructions.

Advertising of the documents closed on the 16<sup>th</sup> April 2012, with a total of 35 submissions being received. A summary of the submissions received are shown (attachment 6) to this agenda, whilst full copies of the submissions (attachment 7).

Council is now requested to consider adopting Joint Town Planning Scheme No 3 and draft Local Planning Strategy for final approval, having regard to those submissions received, the advice from the EPA, WAPC and Council Officers as detailed in the comment section below.

### **Comment**

As Councillors are aware, current Council staff have examined the draft Joint Local Planning Strategy and Town Planning Scheme No 3 and have identified various areas of concern. These concerns were conveyed to Council during two informal briefing sessions in January and February 2012.

These concerns together with comments received during the advertising period are examined in detail below. This section of the report also examines and responds to comments/advice from the EPA and WAPC.

#### **1. EPA Comments**

- a) Piggery – The EPA does not support the proposed 300m buffer distance shown around the existing piggery on Katta/Mokine Road unless it is supported by adequate site specific studies and management measures that demonstrate impacts will be contained within the 300m buffer. The EPA's Guidance Statement No 3 – *Separation distances between Industrial and Sensitive Land Uses* recommends a minimum distance of 500m.

#### *Officer Response:*

The EPA comments on this issue are supported, however, it has now been confirmed that the piggery has in fact ceased operation. Further information on this matter is provided in section --- overleaf.

- b) Light Industry/Special Use Zones – The EPA has not been provided with sufficient information regarding the potential range of uses within these zones, which could lead to significant environmental impacts. The EPA expects that proposals within this zone which are likely to lead to significant impacts are referred to the EPA in accordance with the Environmental Protection Act 1986.

Proposals that would generally be of interest to the EPA are those which are likely to lead to contamination, clearing of significant areas of native vegetation and areas likely to contain rare flora and fauna, impacts on wetlands and waterways, impacts on National Parks and conservation areas, the generation of noise, dust and odour which may have off-site impacts or require licensing under the Environmental Protection Act.

#### *Officer Response*

There is an obligation on Council and its staff to refer all proposals which may result in environmental impact to the EPA for Environmental Impact Assessment in accordance with Section 38 of the Environmental Protection Act 1986.

## 2. Western Australian Planning Commission comments

The WAPC provided a list of 18 authorities to which the Scheme was to be referred to during the advertising period.

The WAPC also advised that during advertising of the Strategy, the local government and the owner of the piggery on Katta/Mokine Road are to undertake further investigations into a site specific buffer for the piggery. The Commission advised that this buffer should be considered and incorporated into the final LPS.

The Commission supports the concept of a split density coding with a higher coding available when the dwellings are constructed to minimize environmental impact and achieve sustainability. However the Commission advises that this would only be supported where the provisions can be applied and are able to be enforced through the development approval process. If the Town and Shire still wish to pursue this option, further investigation into provisions that do not duplicate provisions of existing legislation should be undertaken and considered as a modification following advertising of the Scheme.

### *Officer response:*

Consultants Urban & Rural Perspectives forwarded correspondence to each of the required authorities at the commencement of the advertising process. As detailed in the Schedule of Submissions, formal responses were received from many of these authorities.

Further information on the buffer requirements for the Piggery on Katta/Mokine Roads is provided in section --- of this report.

In order to simplify the provisions of the Town Planning Scheme and ensure clear expectations for prospective developers and residents alike, it is recommended that Council does not proceed with split density codings. Further information on this advice is provided in section – of this report relating to Urban Densities.

## 3. Lot 123 Golf Course Parade, Narrogin

Submissions regarding Lot 123 were received from the *Narrogin Environmental Action Team (submission No 1* and the *Narrogin Residents & Ratepayers Association (submission No 11)*. These submissions essentially identify that Lot 123 provides a valuable public amenity as an area for passive recreation with a rural amenity and they urge Council to retain as much of Lot 123 as possible for public open space.

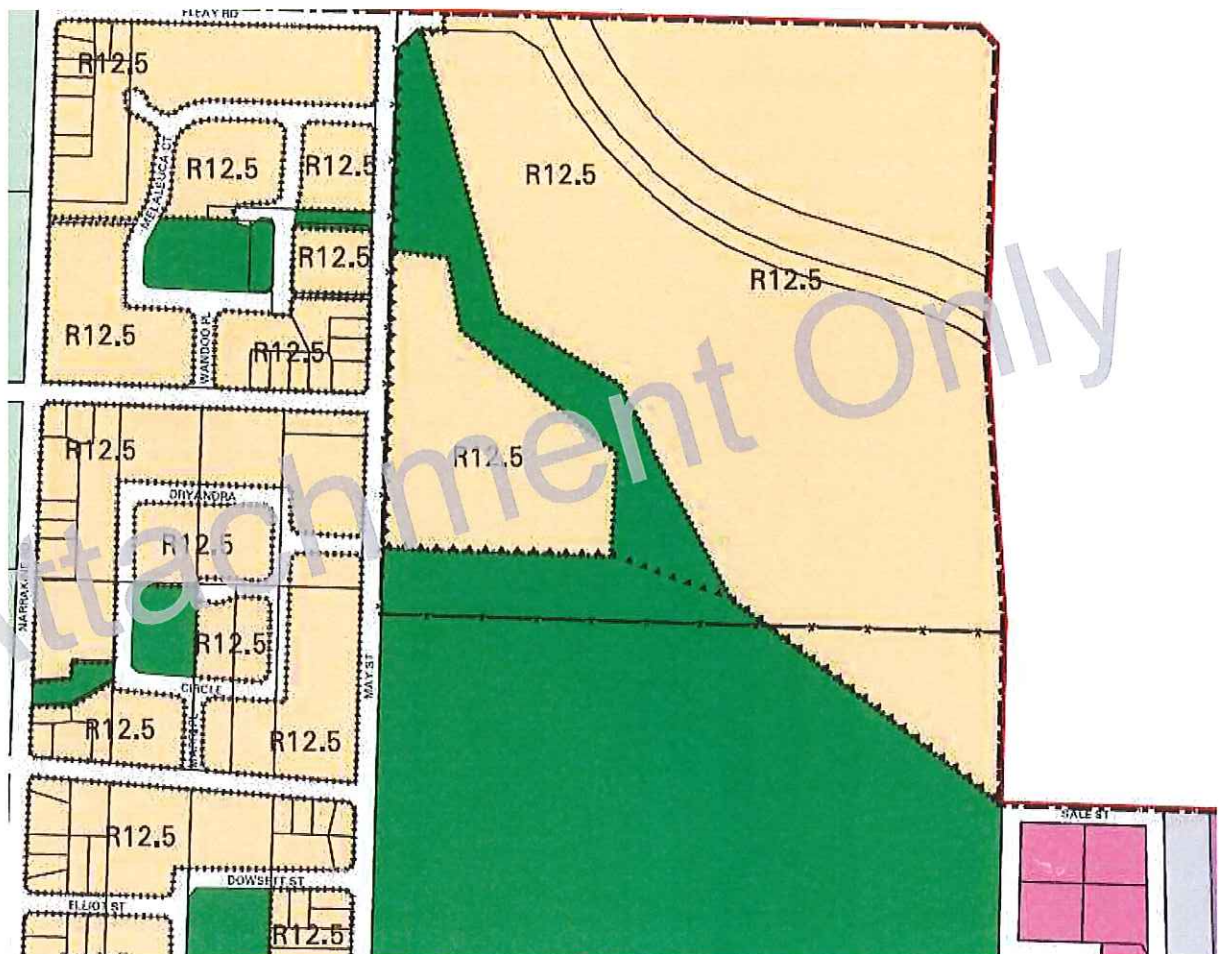
The Narrogin Residents and Ratepayers Association furthermore requests that Council either consider rescinding the existing development proposal and revert the area to open space, or ensure that a minimum of 50% of the site is retained for POS and the proposed lot sizes be increased.

Comments on the impact of land use buffers associated with the Sales Yard on Lot 123 were also received from the Department of Agriculture and Food.

*Officer Response:*

As Councillors may be aware, the provisions of the Town of Narrogin's current Town Planning Scheme No 2 include the majority of Lot 123 within the Single Residential Zone, with an applicable density of R12.5. The balance of Lot 123, being that portion associated with creeks traversing the land, is identified for identified for recreation purposes.

A composite plan demonstrating the current zoning is shown below.



The above zonings have been in place since Town Planning Scheme No 2 was gazetted in June 1994.

Calculations, based on the current zoning of Lot 123 indicate that approximately 5.8ha of the site is identified for Recreation purposes under the current Town Planning Scheme. With a total site area of approximately 34.5652ha, TPS No 2 reserves 16.77% of the Lot 123 for Conservation/POS purposes.

In addition to reservations associated with the existing creeks traversing the land, any residential subdivision of Lot 123 is required to set aside a minimum of 10% POS. This equates to some 2.88ha of land that will be required to be ceded to the crown for POS.

In total the development of Lot 123 will therefore result in 8.68ha (or 25.11%) of the land holding being created as public open space.

One of the comments received indicates that it is uncommon for such a large expanse of land to be available within the Town. Whilst the sentiment of this comment is supported, in the case of the Narrogin Town site, far more significant areas of Open Space are located to the West and South of the Town in the form of Foxes Lair, the Town Commonage and Railway Dam. Containing native vegetation these areas are well suited for passive recreation purposes.

Alternatively, cleared land that is in single ownership, without major constraints and being capable of supporting future residential development is in limited supply within the town.

On the basis that alternative areas are available for passive recreation, the fact significant areas of Lot 123 will be set aside for public open space purposes and the fact the residential zoning has been in place since 1994, the submissions requesting Lot 123 be set aside for POS are not supported.

In response to the Department of Agriculture and Foods comments in respect of land use buffers, there have until recently been two land use buffers impacting on Lot 123. These have related to the Sale Yards and Kennels associated with the Veterinary Hospital at the northern end of Earl Street.

Councillors may be aware that more recently the Veterinary Hospital has ceased trading. If this use does not recommence within 6 months, then the activity is deemed to have ceased and a new planning consent will be required from the Shire of Narrogin before the use can recommence. The need for the land use buffer to the existing kennels is therefore not known at this stage.

In terms of the sale yards, these facilities are used on an intermittent basis. In this officer's opinion the application of a land use buffer to effectively prevent urban development on Lot 123 is considered excessive. It is furthermore considered that the current location of the sale yards is not suitable in the long term.

Notwithstanding the above, it is also noted that Conditional Approval to subdivide portion of Lot 123 has previously been granted by the Western Australian Planning Commission.

On the above basis, it is recommended that Council note the potential impact of a land use buffer and take no further action.

#### 4. Narrakine Road Precinct

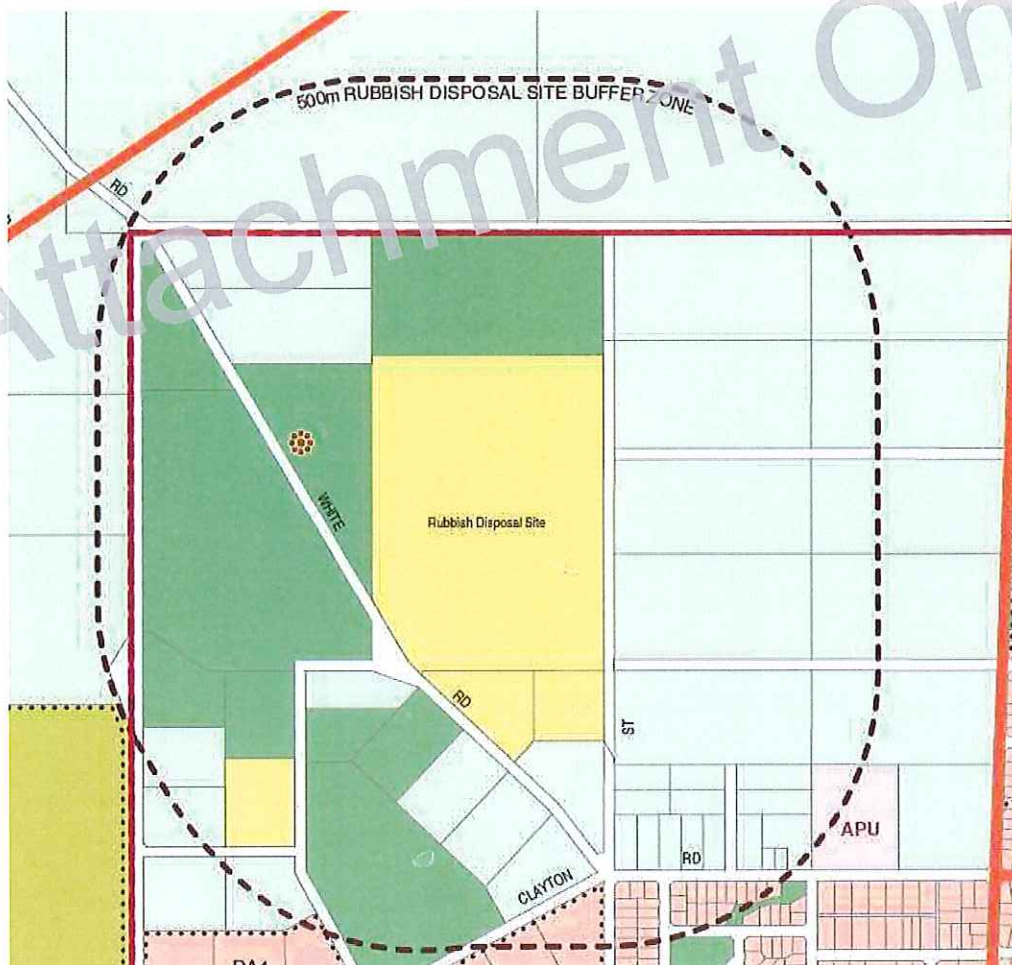
Several submissions (Submissions 3, 4, 5, 6, 7 & 8) have been received from landowners within a precinct bounded by Clayton Road, Narrakine Road, Fleay Road and the Narrogin refuse site. Essentially these submissions are seeking Council support to include the land within the Rural-Residential zone to facilitate future subdivision.

The current provisions of Town Planning Scheme No 2 include the land within the Rural Zone. Clause 3.4.13 of the Scheme restricts the potential subdivision of the land given the location of the Narrogin Refuse Site immediately to the west, stating:

*Any application for subdivision relating to the area bounded by Clayton, Narrakine, White and Fleay Roads will not be supported by Council.*

The Joint Local Planning Strategy proposes that this precinct will generally be included in the General Agriculture Zone. Although the Local Planning Strategy identifies that a 500m buffer associated with the refuse site impacts on the majority of the land holdings in the precinct, the scheme does not contain any specific provisions prohibiting subdivision of the land.

An excerpt showing the Strategy map as it relates to the precinct is shown below:



The submissions received highlight that there are (as reflected on Figure No 2) numerous properties and dwellings located within the identified buffer. The fact that existing dwellings are located within the buffer is not however justification for the relaxation of the buffer, which is implemented in order to minimize land use conflict.

In accordance with Environmental Protection Authority document "Guidance for the Assessment of Environmental Factors", all proposals for new sensitive land uses (including dwellings and subdivision) should be assessed against the recommended separation distances for uses such as land fill sites.

It should however be noted that if, and when, the refuse site operation is converted to a waste transfer station, the buffer requirement will be reduced from 500m to 200m.

In terms of that land located abutting Narrakine Road, it is submitted to Council that the landowners desire for rural-residential subdivision and development does not necessarily represent the highest and best use for the land. Given the location of existing urban development to the South of Clayton Road and East of Narrakine Road, the site is in close proximity to existing urban service and the land may therefore be suitable for some form of urban development.

If the land were allowed to be further subdivided, the existing landholdings will become fragmented and the ability to complete a comprehensive structure planning exercise for the area will be undermined. In order to limit the fragmentation of land within the precinct, thereby retaining the potential for urban development to be considered in the future, it is recommended that the land be included in a "Special Control Area".

To this end it is recommended that the land be identified as DA 18, where the purpose will be to facilitate structure planning for future urban development prior to subdivision of the land. This will effectively prevent subdivision of the land until structure planning has been completed and the highest and best use determined for the land.

It is also acknowledged that the zone "General Agriculture" may not be the most suitable to apply to the land. Given the precincts close proximity to existing urban development many traditional farming practices may result in land use conflict.

On the basis of the existing lot sizes (approximately 7ha), it is recommended that the land be included within the Rural Small Holdings Zone. The provisions of this zone will restrict the potential uses of the land, and therefore restrict the potential for land use conflict. With a minimum lot size of 4ha, it will also not be possible to subdivide land within this zone.

#### 5. Railway Dam Precinct

Submissions No 9 and 10 received in response to advertising of the scheme highlight that the Railway Dam Precinct has been the subject of many proposals and the land and dam have become degraded. Given the environmental significance of the Dam, it has been recommended by the authors of submissions 9 and 10 that the reserve status be retained and the land be vested with the Department of Conservation.

The vesting of land is not relevant to the provisions of the Joint Local Planning Scheme No 3 or related strategy. That said, the need for an appropriate Management Plan has

been recognized by current Town of Narrogin staff in order to guide future management and any potential development and use of the reserve.

The provisions of Draft Local Planning Scheme No 3 currently propose that reserves associated with the Railway Dam be reserved for the purpose of recreation.

In order to protect the Railway Dam and associated land from inappropriate land uses, it is recommended that Council consider reserving the land for Conservation purposes. This would ensure that the primary purpose of the Dam and associated reserve is for conservation, rather than recreation purposes.

#### 6. Accommodation in the CBD

Submission No 12 urges the Council to ensure that accommodation in the form of housing and short term accommodation is permissible within the CBD. The author is unfortunately incorrect in stating that currently only business owners can reside above their commercial premises.

*Officers Response:*

Currently TPS No 2 permits Council to approve accommodation in the Central Business Zone in two forms, being Short Term Accommodation associated with a Hotel and/or a dwelling above shop.

The provisions of Draft Local Planning Scheme No 3 expands on these options, identifying that the following forms of residential accommodation may be considered:

- a) A "Boarding House", which is proposed as a "Permitted Use";
- b) A "Caretakers Dwelling", which is a "D – Discretionary" use;
- c) "Multiple Dwellings" being an "A" use which may be permitted after advertising;

Short term accommodation is also identified as a permissible use in the forms of a Hotel, A Motel or Tourist Accommodation.

It is recommended that the author of submission No 12 be advised of the potential options for accommodation within the CBD and that no modification of LPS No 3 is required.

#### 7. Aged Persons Accommodation

Submission No 14 urges Council to review the definitions for Aged and Dependant Persons Dwellings, Aged Persons Hostel and Nursing Home.

*Officers Response:*

In response, Council is advised that the draft LPS No 3 identifies that the definition of Aged Persons Accommodation is to be sourced from the Residential Design Codes of Western Australia (R-Codes). By cross referencing the scheme with the R-Codes, Council is ensuring that any such development must comply with the various provisions of the Code that apply to Aged Persons Dwellings.



These provisions include part 7.1.2 of the R-Codes which stipulate access (ie ramps and door widths) and other requirements relating to accessibility and use of such dwellings (ie bathroom grab rails).

Whilst the author's intent is duly noted, the R-Code provisions relating to Aged Persons Accommodation extend well beyond the definition included in that document. The author's submission is therefore not supported.

The author's submissions regarding the definition for Aged Persons Hostel and Aged Nursing Home are also not supported given that these definitions have been based on industry standards.

The above said, Narrogin Cottage Homes (Karinya) provides a wide range of accommodation options for the elderly. It is therefore possible for Council to determine (at a later date) that the Karinya facilities are best defined as an "Aged Residential Facility" using the definition provided by the author. It is not however necessary for this definition to be introduced to the Scheme as it can be supported as a "Use not listed" in response to any application for planning consent which may be received for a use that does not reasonably fit within the Schemes definitions for land use.

It is also considered that it is unlikely that such a definition be applied to any other use/property in Narrogin, other than Karinya.

#### 8. Housing Density/Group Dwelling Accommodation

Currently the provisions of Town Planning Scheme No 2 allow group dwellings to be permitted at a density of R25 anywhere within the Town Site at Council's discretion. This does not provide either prospective developers or residents any surety as to the final form of housing in any given area.

The draft scheme revises this approach, restricting the location of group housing to areas in close proximity to the Town Centre. The draft scheme proposes the application of a density of R30 to:

- a) All residential land east of Darglish/Floreat Streets between Clayton Road and Furnival Street; and
- b) All residential land between the By-pass and Garfield/Havelock Streets between Kipling Street and Homer Street.

Two submissions have been received in respect of the density of urban development, being submission 15 (Department of Housing) and Submission 33 (being owner of Lots 50-53 Fox Street).

The Department of Housing has supported the restriction of group housing to areas well serviced by existing infrastructure. The Department has emphasized the role that such accommodation plays in ensuring affordable housing in the community.

On a separate, but related, matter the Department has questions whether concerns relating to State Housing stock constitute valid planning issues (refer comment No 5 of their submission). This issue is addressed in section – of this report.

Within their submission, the author of submission No 33 has requested that the potential for group housing be retained for their land in Fox Street. Development of the land at a density of R25 was previously granted conditional planning consent. Whilst the owners have arranged for the connection of the appropriate services, the development is yet to be completed. If adopted in its current form, the provisions of LPS No 3 will restrict development to a maximum density of R12.5.

*Officer Response:*

Lots 51-53 and previous lot 50, being the subject of Submission No 33 are located on the northern side of Fox Street. The four lots (50-53) were previously created through the subdivision of Lot 758 being a 1.0117ha property. Subsequently Lot 50 has been strata titled into four lots, two of which are now developed.

This land together with Lot 1425 Gordon Street to the west and Lot 27 Bannister Street to the east comprise the last remaining undeveloped land available for development in that section of Town. As Councillors may be aware, numerous single residential lots in that area current remain vacant.

In terms of location, the subject land is approximately 450m north east of the Narrogin Town Centre and is therefore in walking distance to various services and commercial premises. Rather than encourage the development additional single residential lots in this area, it is recommended that the land owned by author of Submission No 33 is in fact well suited for group dwelling development.

On the above basis it is recommended that a density code of R25 be applied to Lots 1425, 50-53 and Lot 27.

*Officer Comment on proposed Densities*

During the January 2012 informal presentation to Council on the Scheme, Town of Narrogin staff raised concerns over the extent that higher densities had been identified within the Town site of Narrogin.

Essentially there is concern that given the lots sizes in area (a), the application of a density of R30 will result in a series of individual unit developments (ie 3 units on 900m<sup>2</sup>) that will result in multiple driveways on each property (ie driveway for front unit and battle-axe leg to rear units). This will significantly impact on the existing streetscape and the restrict the ability to provide for street side parking.

To ensure more co-ordinated development results, it is recommended that a minimum lot size of 1,800m<sup>2</sup> be applied and that access to each unit site is restricted to a single central driveway. This will ensure that driveways will not dominant the street scape and street parking can be maximized.

"Multiple Dwellings" are defined by the R-Codes as a dwelling in a group of more than one dwelling on a lot where any part of a dwelling is vertically above part of any other. This includes any dwellings above the ground floor in a mixed use development. Multiple dwellings by their very nature result in multiple storey buildings that are usually not in keeping with areas generally developed with single storey development.

The draft Scheme identifies "Multiple Dwellings" as a "D" use (discretionary) within the Residential Zone, providing an opportunity for a range of housing styles and types to be established.

In considering any subsequent application for planning consent, Council must have regard to, amongst other things, the impact of a development on the amenity of an area. Careful consideration should therefore be given to where such development should be encouraged.

Properties facing Clayton Road, located between Daglish Street and Earl Street are currently proposed with an R30 density. In the authors opinion these properties are an ideal location to encourage multiple dwellings, given:

- Their location opposite Narrogin's primary sporting complex;
- Their proximity to town;
- The fact that a secondary access (rear laneway) is available; and
- The age and condition of the housing stock, making them suitable for redevelopment.

To further encourage Multiple Dwelling development in this area, it is recommended that the proposed density be increased to R40. It is also recommended that these lots be included within a Special Control Area to encourage Multiple Dwelling development and restrict vehicle access to the rear laneway.

Those lots located in area fronting Ensign Street, Jersey Street, Daglish Street and Glyde Street generally contain a higher standard of housing. For this reason is recommended that Council removing the proposed density code of R25 in favour of an R12.5 single residential density.

#### 9. Development Area No 18 - Water Corporation Wastewater Treatment Plant Buffer

As identified on Map No 2 of the Local Planning Strategy, a substantial buffer has been identified surrounding the Water Corporation Treatment Plant. In submission 16, the Water Corporation has recommended that the buffer be identified as a special control area to minimize non-conforming land uses within the buffer.

The Corporation has also requested that "Residential" be removed as a permissible use within the identified buffer.

#### *Officers Response:*

The Town of Narrogin's current Town Planning Scheme No 2 includes land within the Wastewater Treatment Plan buffer as Rural, where a dwelling is a permissible use. Lots within this area generally have an area of between 8,000m<sup>2</sup> and 1ha.

Local Planning Scheme No 3 as advertised proposes to retain the rural zoning over most of the existing lots, but also proposes the creation of Rural Residential Area No 7. The majority of the area is proposed for inclusion in Development Area No 18 (DA18). Land within DA 18 has been identified as a "Mixed Use" Zone for the purpose of Residential/Light Industry Development.

Notwithstanding the Water Corporations advice several issues could arise from the creation of such an area including land use conflict between Industrial and Residential land use. Additionally current staff at the Town of Narrogin recommend against this area being identified for industrial uses, for the following reasons:

- a) The majority of land in the area is generally undulating, which is generally not suited to industrial development or commercial vehicle movements;
- b) There are potential drainage issues with many of the properties containing surface drains;
- c) The road network including the Havelock Street Bridge have not been designed to cater for industrial traffic and will require significant upgrading;
- d) Development of this area for industrial purposes will introduce Industrial Activity in close proximity to residential land in the south east section of town, which may lead to lead use conflict; and
- e) Promotion of this area for industrial purposes has potential to undermine the ongoing viability and potential for consolidation of the Narrogin Industrial Area.

It is however recommended that the land be retained in a Special Control Area in order to minimize the potential for land use conflict as requested by the Water Corporation.

Having regard to the above, It is therefore recommended that Council modify the provisions relating to DA 18 in order to:

- i) delete reference to the proposed mixed use zone (Industry/Residential) and associated development requirements as advertised;
- ii) introduce a statement that subdivision of land within the identified to prohibit subdivision of land within the Wastewater Treatment Plant;
- iii) To require the prior approval of Council for the construction of any residential dwelling;
- iv) To require any application for a dwelling in the buffer to be referred to the Water Corporation for comment.
- v) To ensure that any approval to a residential dwelling will be subject to a condition of approval requiring a memorial on the title to advise prospective future owners of the presence of the treatment plant and the potential for land use impact.

It is furthermore recommended that proposed Rural Residential Area No 7 be deleted.

#### 10. Heritage Protection

The Heritage Council of WA has made a series of observations and provided several recommendations in relation to the proposed LPS No 3 provisions relating to Heritage.

Most particularly the Heritage Council has highlighted that whilst they support Council's use of the Model Scheme Text Provisions, the Town of Narrogin's current TPS No 2 contains a list of 22 properties to which the heritage provisions apply. The Heritage Council has recommended that additional clauses be introduced to ensure that places of heritage value are afforded an appropriate level of protection.

*Officer Response:*

Rather than list the individual properties within the Scheme Text, the model Scheme text advocates the adoption of a "Heritage List" in accordance with clause 7.1. This affords local government the opportunity to modify the list of Heritage properties at any time without the need for a Scheme Amendment to be completed.

The Heritage Council is correct in identifying that the Heritage list cannot be prepared until after adoption of the scheme. During the time taken to prepare and consult over this list (as required by clause 7.1.3), properties already identified as heritage will be without protection from inappropriate development.

To address this, the Heritage Council is recommending that a transitional clause be introduced to part 7.1, ensuring that the current Heritage list is automatically adopted on gazettal of the new Scheme. This recommendation is supported. A new draft clause 7.1.7 has been prepared to address this matter.

The Heritage Council has also correctly raised concern that schedules 8 and 9 of the Scheme, relating to exempt signage and development, could result in inappropriate development on a heritage site. Rather than modify the provisions of Schedules 8 and 9 as suggested by the Heritage Council, it is recommended that the a new provision 7.1.8 be adopted to clearly state that where a property is included on the Heritage List the provisions of clause 8.2 (Permitted Development) do not apply. This effectively ensures that Council's prior planning consent will be required for all development on a Heritage property.

#### 11. District Water Management Strategy

The Department of Water has within submission No 19 recommended that the Local Planning Strategy should be supported by a District Water Management Strategy addressing all water management issues including groundwater and flood mitigation.

*Officer Response:*

In mid 2008 the Department of Water, in partnership with the Western Australian Planning Commission and other relevant agencies, released a document entitled Better Urban Water Management. This document was specifically prepared as part of the Strategy to implement water sensitive urban design on the Swan Coastal Plain. The document recommends the preparation of :

- a) Regional/Sub-regional Water Management Strategies in association with Regional/Sub-Regional Strategies.
- b) District Water Management Strategies in association with Local Planning Strategies;
- c) Local Strategies in association with Outline Development or Structure Plans; and
- d) Urban Water Management Plans to accompany applications for subdivision approval.

Subsequently in October 2008, Planning Bulletin No 92 was introduced by the Western Australian Planning Commission formalizing the requirements on a State wide basis.

As detailed in the background section of the report, Council adopted the current draft of Local Planning Scheme No 3 and the associated Strategy in October 2008, after

progressing the Joint Scheme for several years. Given that preparation of the Scheme was well progressed prior to October 2008 and had already been considered by the WAPC, the requirements of Planning Bulletin should not be applied.

Furthermore given that the EPA consented to advertising of the Scheme and associated Strategy in 2009 and the WAPC then took nearly 2 years to consent to advertising of the Scheme, it is considered impractical for the process to now cease whilst a District Water Management Strategy is prepared. Particularly given that a Regional Strategy is not yet available to guide the preparation of a Strategy at the Local Planning Strategy level.

On the above basis it is recommended that Department of Water's Submission not be supported.

## 12. Land Use Buffers

The Department of Agriculture and Food WA (DAFWA) has lodged a substantial submission (refer submission 21) which makes a number of suggestions in respect of the draft strategy and scheme. Most specifically the submission raises a number of issues with identification and management of Land Use Buffers.

The Department has recommended that buffers be identified for all key agricultural industries as shown on DAFWA Figure 1 (refer Submission 21). They have furthermore recommended that Special Control Areas be introduced in relation to each land use buffer in order to provide guidance to the Local Governments and proponents alike.

In addition DAFWA has recommended that the buffers relating to the Feedlot to the south west of Narrogin Town site be expanded beyond 2km and that a cumulative land use buffer for the Feedlot, Piggery and Hay Plant needs to be considered based on geographic features rather than generic distances.

The Department has also advised that they will not support structure planning progressing for:

- a) areas DA1 (Lot 123) or DA13 (North West of townsite) until such time as the Sale Yard will no longer be required.
- b) Areas DA7, DA8 and DA 9 until such time as the Piggery and Feedlot issues are resolved.

### *Officer Response:*

The Departments suggestion that Special Control Areas be applied to each land use buffer is largely supported in order to minimize the potential for land use conflict. It is however recommended no Special control area is required for the Sale Yards and Kennels (Vet Hospital) on Earl Street given that the developable land is already included in Special Control Areas. A Statement regarding the issues associated with the buffers should be included in DA1 and DA13.

During the advertising process, submissions were received from both Piggery Owners confirming that these activities have now ceased (refer to submissions 30, 31 and 32).

Whilst portion of DA1 (Lot 123) has previously been approved for residential subdivision, the Departments advice would appear to indicate that they will object to any further structure planning of the site until such time as the Sale Yards either cease operation or relocate.

In the long term the location of the Sale Yards is considered inappropriate given the close proximity to the town site and future urban land and the fact the site can only be accessed through the town site. In order to ensure this is addressed as soon as possible, it is recommended that Council commence discussions with the Shire and operators of the Sales Yard to either facilitate its closure or relocation.

### 13. Rural-Residential Development

A number of submissions were received from landowners supporting their land being included in the Rural-Residential Zone (Refer submissions 22-29).

Several of these submissions indicate that the landowners are happy their land has 'finally' been included in the Rural-Residential Zone (Refer Submission 23, 24 and 25). Submission No 26 advises that they intend to proceed with Structure Planning and Rezoning as soon as possible.

Additionally the authors of Submissions 22, 27 and 28 are requesting that their properties also be included in the Rural-Residential Zone. The authors of submission No 29 also advise that they intend to make application for rezoning their land to Rural-Residential at some point in the future.

#### *Officer Response:*

Examination of Local Planning Scheme No 3 and Strategy confirms that the authors of 23-25 may not have a correct understanding of the proposed zoning. Whilst the properties subject of these submissions have been identified for future Rural-Residential (subject to Structure Planning and a Scheme Amendment), the properties are in fact to be retained in the Rural Zone.

It should be noted that it would be inappropriate for this land to be included in the Rural-Residential Zone until Structure Planning, Environmental Impact Assessment and a Scheme Amendment has been completed. Inclusion of the land within the Rural-Residential Zone at this stage would most likely result in the need for the Scheme to be reassessed by the EPA and the scheme to be re-advertised for public comment.

Land subject of submissions 22, 27 and 28 is located well within the Land Use Buffer for the Feedlot to the south west of Narrogin Town site. Although the Feedlot is not currently in operation, a current EPA license exists for the use, which would allow the feedlot to recommence at any time. It is therefore not appropriate to identify this land for Rural-Residential purposes.

In addition to the above it is noted that the Draft Local Planning Strategy as advertised identifies extensive areas for "Future Rural-Residential Development" to the south, west and east of the Narrogin town site. Initial calculations indicate the area of land identified for Future Rural-Residential (including current zoned, but undeveloped land) is more than

1,000ha. Depending on land capability and the availability of services this could provide between 250 and 500 rural-residential lots.

As indicated on page 12 of the Strategy, it is estimated that over the next 15 years an additional 39 dwellings will be required within the Town and 9 dwellings within the Shire each year in order to meet demand. On the basis that only 9 new dwellings will be required in the Shire each year, the land currently identified as having potential for Rural-Residential Development will meet demands for at least the next 27 years.

Given that the life of a Town Planning Scheme is generally only 7-10 years and Strategies are intended to plan for up to 15 years, it could be considered the currently identified areas represent an oversupply of this form of development. Council is therefore advised that there is no justification for identification of land for Rural-Residential purposes in addition to that shown in the advertised Strategy.

#### *Officers Comment*

As Councillors were briefed in January 2012, there is concern that the extent of identified Rural-Residential (existing and future) will severely inhibit the potential for growth of the Narrogin Industrial Area. To allow for future expansion of the Industrial area southward, it is recommended that the land identified as RR5 be removed from the Rural-Residential Zone.

Alternatively it is recommended that this land be identified for Future Industrial purposes within the Local Planning Strategy.

On a separate matter, submission No 34 from Grey and Lewis highlights that whilst Lots 1311, 2731 and 2949 Narrogin Valley are proposed for inclusion in the Rural-Residential Zone, the approved Plan of Subdivision for this land details a minimum lot size of 10ha in order to cater for land use constraints. It is recommended that this land be included within the Rural Smallholding Zone (4-10ha) which more accurately reflects the proposed lot size. This will prevent future landowners applying for further subdivision of the land.

#### 14. Potable Water Supply

Grey & Lewis Planning Consultants have through submission No 34 raised an issue with clause 5.30 of proposed LPS No 3 which requires reticulated water to be connected to all development where scheme water is available. The author advises that whilst reticulated water is available to their clients land, it is not viable to extend this service throughout the subdivision due to the standard of the service and the size of the proposed lots.

Despite a condition of subdivision being imposed to require connection to reticulated water (as required by TPS No 2), the Water Corporation has confirmed that the proposed lots cannot be connected to the reticulated water service.

To address these circumstances, the author has suggested that clause 5.30 be modified to provide flexibility on this issue, allowing the WAPC to determine where water can be connected in consultation with the Water Corporation.

#### *Officer Response:*



Proposed clause 5.30 has been drafted in a similar manner to existing requirements under the Shire of Narrogin's Town Planning Scheme. It is however agreed that this wording provides little scope for flexibility on the issue.

It is also acknowledged that whilst reticulated water may be available to a parent lot, it may not be possible to extend this service to all lots within a proposed subdivision. Whilst connection of water services should be mandatory to urban development, the author has demonstrated that subdivision containing rural-residential or rural-small holdings may be approved where the applicant can demonstrate a viable alternative.

Modification of clause 5.30 is therefore recommended to reflect this flexibility.

#### 15. Structure Planning

Through submission No 34, Grey and Lewis Planning Consultants have objected to the inclusion of Part Lot 1282 Condon Road within proposed Development Area No 10. The objection is based around the fact that at this time no land use capability investigations of structure planning has been undertaken and therefore zoning of the land is premature.

The author has also objected to the inclusion of the balance of Lot 1282 within the Industrial Zone. This objection is based on the potential for land use conflict and the fact land capability and structure planning has not been completed.

In order to recognize that an approved Subdivision Guide Plan is in place and avoid the need for further structure planning within DA10, the authors of Submission No 34 have also requested that the draft scheme be modified to recognize existing plans of subdivision or Subdivision Guide Plans. They have provided an example of such scheme provisions as contained within the Shire of Kalamunda's Town Planning Scheme.

#### *Officers Response:*

Land Capability investigations and structure planning are a vital step in the rezoning and subdivision process. These investigations identify land use constraints and opportunities, ensuring that subdivision of the land reflects site conditions and the properties location. The authors submission that it is premature to inclusion new land within Rural-Residential (or other zones) without land capability investigations and structure planning is supported.

On this basis it is recommended that Lot 1282 Congdon Road be removed from the proposed Rural-Residential and Industrial Zones is therefore supported.

#### 16. Lots 25, 805, 153, 9000 & 5 Great Southern Hwy

Grey and Lewis Planning Consultants have also lodged a detailed submission on behalf of the owner of the above land, which is located immediately adjacent to the north eastern portion of the Narrogin Town site.

The submission ((submission No 35) strongly objects to the inclusion of Lots 9000, 152 and 25 within DA13 given that in their opinion the requirements for structure planning and a separate scheme amendment will significantly delay the subdivision of the land. In addition the submission:

- a) Objects to the extent of Public Open Space identified over the western portion of Lot 805 (future industrial as identified by the Strategy);
- b) Requests that the western portion be included within the Industrial Zone under proposed LPS No 3;
- c) Requests the creation of an "Enterprise Zone" over the eastern portion of Lot 805 allowing for a combination of light industry and residential dwellings on the same lot; and
- d) Requests that Lot 5, being immediately north of Lot 123 Golf Course Parade be identified within the proposed Local Planning Strategy as being future residential.

*Officers Response:*

As highlighted in Submission No 34 from Grey and Lewis, land use capability and other detailed site investigations together with structure planning form an integral and vital part of the land use planning process. As stated in section 15 of this report, these processes ensure opportunities and constraints are appropriately addressed prior to the zoning of land for development.

Despite their comments within submission No 34, in Submission No 35 Grey and Lewis are advocating that this process should not be followed for Lots 25, 805, 153 & 9000 and that the land should simply be rezoned under the Scheme to remove potential delays for their client.

These requests are not supported on the basis that:

- a) The rezoning of land by LPS No 3 is premature where land capability, other detailed site investigations and structure planning has not been completed.
- b) The Scheme as assessed by the Environmental Protection Authority did not propose the rezoning of this land. To do so now may warrant reassessment of the Scheme by the EPA, significantly delaying the finalization of the scheme;
- c) There are no proposed scheme provisions for an enterprise zone under LPS No 3 as it is a completely new concept for LPS No 3. Creation of a new zone at this stage of the process will significantly delay the finalization of the draft scheme;
- d) Adjacent landowners and Government Agencies have not been provided the opportunity to comment on such proposals;
- e) Appropriate details such as lot size and scheme provisions are not available so that an informed assessment of the proposal can be made; and
- f) The modifications proposed within submission No 35 represent a significant departure for LPS No 3 as advertised. Inclusion of the land within Rural-Residential, Industrial and creation of an Enterprise Zone at this stage would most likely result in the EPA and the WAPC having to reassess the Scheme and the Scheme and Strategy would have to be re-advertised.

In terms of portion of Lot 805 being reserved for Public Open Space under LPS No 3, it is considered that this reservation is premature. The extent of open space required to adequately address the potential for land use conflict between residential land to the south and future industrial development on Lot 805 should be address as part of the Structure Planning Process. It is therefore recommended that the POS reservation currently shown over portion Lot 805 be removed from LPS No 3 and the land be retained within the Rural Zone.

### **Consultation**

- Town of Narrogin CEO – Aaron Cook
- Shire of Narrogin CEO – Geoff McKeown

The documents have also been advertised for a period of not less than 3 months with advertisements appearing in the local paper and the Western Australia newspaper. Correspondence was also forwarded to relevant government agencies.

Presentations on the draft Local Planning Scheme No 3 and associated strategy were made to both Narrogin Lions Club and the Narrogin Residents and Ratepayers Association.

### **Statutory Environment**

Draft Joint Town Planning Scheme No 3 and Local Planning Strategy have been prepared, processed and advertised in accordance with the Planning & Development Act 2005 and the Town Planning Regulations 1967.

Pursuant to Regulation 17 of the Town Planning Regulations 1967 Council must now resolve to either abandon the Scheme and Strategy or proceed with adoption of the draft Scheme and Strategy with or without modifications. In this regard it is recommended that Council proceed with adoption of the both Draft Joint Local Planning Scheme No 3 and the associated Local Planning Strategy subject to the schedule of modifications contained as attachment No 7.

### **Financial Implications**

It is proposed that modifications of the Scheme Text as proposed will be undertaken by Town of Narrogin staff. It is however recommended that the modification of the Scheme maps where required be undertaken by Council's consultants Urban and Rural Perspectives. The cost of this work has not been confirmed at this stage.

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

### **Officer's Recommendation**

That Council

1. in relation to Draft Joint Local Planning Scheme No 3 and the associated Local Planning Strategy, endorse the Schedule of Submissions contained as Attachment No 5 and the associated Officer Recommendations to:
  - a. Dismiss /not support submission No's 2, 3, 4, 5, 6, 13, 14, 19, 23, 27, 28, 29 & 35.
  - b. Uphold/Support Submission No 34.
  - c. Uphold/Support in Part Submission Nos 1, 4, 7, 9, 10, 15, 16, 18, 20, 21, 22, 26 & 33.
  - d. Note Submissions 1, 8, 11, 12, 17, 24, 25, 30, 31 & 32

2. pursuant to Regulation 17 of the Town Planning Regulations 1967, resolve to adopt for final approval Joint Local Planning Scheme No 3 subject to those modifications detailed in Attachment No 4.
3. pursuant to Regulation 18 of the Town Planning Regulations 1967, forward Draft Joint Local Planning Scheme No 3 and the associated Local Planning Strategy to the Western Australian Planning Commission together with supporting correspondence seeking the Ministers Final approval to Draft Local Planning Scheme No 3 and the associated Local Planning Strategy subject to the modifications outlined in Attachment No 4.
4. advise all those who made a submission on the draft Joint Local Planning Scheme No 3 and/or associated Local Planning Strategy of Council's decision.

Attachment Only

## 10.2 CORPORATE AND COMMUNITY SERVICES

### 10.2.173 GREAT SOUTHERN REGIONAL WASTE GROUP

<b>File Reference:</b>	31.3.3
<b>Disclosure of Interest:</b>	
<b>Applicant:</b>	Great Southern Regional Waste Group
<b>Previous Item Nos:</b>	Various
<b>Date:</b>	4 December 2015
<b>Author:</b>	Mr Aaron Cook – Chief Executive Officer and Mr Steve Friend – Contract Environmental Health Officer Shire of Wagin

#### Attachments

Nil

#### Summary

This item is presented providing a recommendation by the Great Southern Regional Waste Group (GSRWG) to withdraw the Development Application from the Shire of Cuballing to have the proposed Nebrikinning Road, Cuballing, site approved for the purpose of a Regional Refuse Site due to the cost of the EPA application process and the unknown result that this may present.

#### Background

The Great Southern Regional Waste Group members met on Thursday 3 December to consider the endeavours of the "Group" to establish a Regional Refuse Site on Nebrikinning Road in the Shire of Cuballing.

Council will be aware that the Group has for a considerable time been trying to establish a Regional Refuse Site, with previous efforts in the Shire of Wagin, Shire of Narrogin and now the Shire of Cuballing.

The efforts to have the Cuballing site approved accelerated when a landowner agreed to sell approximately 75 hectares to the Group for the purpose of establishing a refuse site.

Drilling and geotechnical examination indicated that the site would be acceptable, and as a consequence, a Development Application was submitted to the Shire of Cuballing to have the land approved for a refuse site.

#### Comment

When the Development Application was submitted to the Shire of Cuballing, the Shire referred the application to all relevant stakeholders, including the Environmental Protection Agency (EPA). As a consequence of the referral, the EPA considered the information provided and designated a Level of Assessment as "not assessed".

This Level of Assessment was appealed by five members of the public and a Greens Member of the Legislative Council. The Minister for the Environment upheld the appeals and referred

the matter back to the EPA with instructions for them to review the Level of Assessment. The Chairman and officers of the EPA also met with the Group to discuss the process and progress of the proposal.

It is unsure at this stage exactly how the matter would proceed as the whole process has proven to be unusual and the EPA is being careful that all due process is being observed.

The Group also had an Memorandum of Understanding (MOU) with the landowners to be able to purchase the property, subject to certain things happening –

- A Works Approval being issued by the Department of Environment Regulation
- A subdivision approval being granted for excision of the land and
- Planning Approval being granted by the Shire of Cuballing

The original MOU was extended by 12 months; this expired on 31 August 2015.

During the 24 months the MOU was in place, none of the conditions of the MOU have been met, with only one (Development Application to Cuballing Shire) being submitted, with no approval being granted. The MOU has not been extended for a third term.

The Shire of Cuballing is unable to consider the Development Application before it until the EPA process has concluded. The EPA can from here give a Level of Assessment as “Assessment on Proponent Information” (API) or a “Public Environmental Review” (PER).

The API is a lesser requirement than a PER and would take less time to conduct, however as mentioned, the EPA has not yet determined which will be applied and in fact has not as yet determined whether they will automatically apply a Level of Assessment, or that the Group should apply for a Level of Assessment.

Whichever will eventually apply, both Levels of Assessment are appealable so it is conceivable that if the lesser is applied (API), this will again be appealed and the process could start over again, or at least be delayed considerably.

It is not known how much more would need to be shown by the Group to satisfy an API: it is also not known what would need to be shown to complete a PER, however anecdotally, a PER could cost in the vicinity of \$500,000.

At the meeting referred to in Background above, it was resolved by the Group –

That the Great Southern Regional Waste Group

*1 Does not proceed with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road because of the expected high cost and uncertain outcome of meeting the EPA’s determined Level of Assessment for this site and formally withdraws the Development Application with the Cuballing Shire;*

*2 Advises the landowners, Peter and Heather Dowdell that the Group will not be proceeding with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road and therefore will be withdrawing the development application with the Cuballing Shire and from any action to purchase part of their property;*

*3 Gratefully thanks Peter and Heather Dowdell for their patience and perseverance in their dealings with the GSRWG in this process;*

*4 Advises the EPA, other interested authorities and stakeholders that the Development Application is to be withdrawn and the Group will not be proceeding with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road;*

*5 Proceeds with investigations into alternative short and long term regional options to improve waste management within this region.*

The recommendation of the members of the Group will require ratification by each of the individual Councils that comprise the Great Southern Regional Waste Group.

As can be seen, it is the opinion of the committee that comprises the Group that after many years of trying to have the Nebrikinning Road site approved as a refuse site, that due to the expected cost of meeting EPA requirements and public opposition to the proposal, it has been decided that the Group's efforts should be concentrated in other areas.

As there is still a process to have the Development Application approved by the Shire of Cuballing, then a Works Approval with DER approved (which is appealable), it is considered the cost and time can no longer be justified.

It is disappointing this outcome has been reached as the site itself, its distance to ground water and its geomorphology has shown to most likely comply with all parameters.

#### **Consultation**

- Landform Research
- Environmental Protection Agency
- Members of the Great Southern Regional Waste Group

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

A considerable amount of money has been spent on trying to find a site that is suitable for a regional refuse site, and in particular the Nebrikinning Road site. However unless this money had been expended to investigate the site, no application could ever have been made and the Group would be no closer to finding a suitable site.

There most certainly would be further expenditure required to prove the application to satisfy the Level of Assessment expected to be given by the EPA; this could be anything up to \$500,000.

#### **Strategic Implications**

The Great Southern Regional Waste Group has concluded that to proceed with the Cuballing site is counter-productive as the expected time, expenditure and opposition to the proposal would mean that any positive decision could be many years away and cost hundreds of

thousands of dollars in time and money that could be better spent on investigating further options.

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 1215.214 and Officer,s Recommendation</b>
---

**Moved: Cr Fisher**

**Seconded: Cr Russell**

That Council:

Endorses the recommendation of the Great Southern Regional Waste Group and –

1. Does not proceed with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road because of the expected high cost and uncertain outcome of meeting the EPA's determined Level of Assessment for this site and formally withdraws the Development Application with the Cuballing Shire;
2. Advises the landowners, Peter and Heather Dowdell that the Group will not be proceeding with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road and therefore will be withdrawing the development application with the Cuballing Shire and from any action to purchase part of their property;
3. Gratefully thanks Peter and Heather Dowdell for their patience and perseverance in their dealings with the GSRWG in this process;
4. Advises the EPA, other interested authorities and stakeholders that the Development Application is to be withdrawn and the Group will not be proceeding with the development of the proposed Regional Waste Disposal Site at Nebrikinning Road;
5. Proceeds with investigations into alternative short and long term regional options to improve waste management within this region.

**CARRIED 8/0**



## 10.2.174 TEMPORARY CARAVAN PARKING

**File Reference:** 21.1.1  
**Disclosure of Interest:** Nil  
**Applicant:** Mr Gavin Cailles  
**Previous Item Nos:** Nil  
**Date:** 10 December 2015  
**Author:** Mr Aaron Cook – Chief Executive Officer

### Attachments

- Letter received concerning the matter presented to Council and supporting letters.

### Summary

It is presented to Council to consider approving a total of three caravans to be parked at separate private residences, one at each, within the residential area during the construction of the Narrogin Kingdom Hall for a set period identified within the item.

### Background

Council recently approved the building plans for the Narrogin Kingdom Hall to be demolished and rebuilt. This request has been provided in the advancement of this project.

The author was approached by the applicant to consider approving the housing of a total of three caravans at private residences within the residential area for approximately three months during the construction of the new Kingdom Hall on Herald Street.

It was explained that the caravans will be utilised to house volunteers attending Narrogin to assist in the construction and fit out of the new Hall. The persons would utilise the ablutions and cooking facilities of the residences and only utilise the caravans for bedding.

### Comment

The Town of Narrogin facilitates a caravan park and, as such, residents are required to comply with the Caravan and Camping Regulations 1995 section 11 in that Caravans, to be utilised for accommodation are not to be used for more than 3 consecutive days within a period of 28 days without the prior approval of Council.

As the people attending Narrogin to assist with the construction and fit out of the Kingdom Hall are volunteers the organisers are requesting the approval be provided for the following residences to house one caravan each: 58 Forrest Street, 20 Lock Street and 14 Grant Street.

The applicant has been advised that the durations of the stay cannot be extended past what is provided for within the resolution as the regulations do not allow for this to occur. However should there be delays in the construction commencing then the date of approval can be moved to suit if done so in consultation with the author in writing.

### Consultation

- Mr Brian Robinson – Director of Technical and Environmental Services

### **Statutory Environment**

*Caravan Parks and Camping Grounds Regulations 1995 section 11 - Camping other than at caravan park or camping ground*

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Nil

### **Voting Requirements**

<b>COUNCIL RESOLUTION 1215.215</b>
------------------------------------

**Moved: Cr Paternoster**

**Seconded: Cr Russell**

That Council:

Advise the applicant that approval has been granted for one caravan to be located at the following residences for the period of three consecutive months at a date to be confirmed by the Chief Executive Officer.

- 58 Forrest Street
- 20 Lock Street
- 14 Grant Street

The applicant is also advised that no further extensions to the duration will be considered.

**CARRIED 7/1  
Against – Cr McKenzie**

Please note the Officer advised that due to an administrative error, the word “period” was replaced with the word “months” to make the resolution correct.

To Whom It May Concern,

We are writing with regard to submitting an application to have caravan site accommodation at local residences within the town of Narrogin.

As the local congregation of Jehovah's Witnesses we are building a new Kingdom hall to replace our old hall located at 21 Herald St, Narrogin. This is a community project involving members of the local congregation and visiting volunteers, all of whom are doing this work of a voluntary basis.

To accommodate the visiting volunteers, we are requesting to have 3 new caravans, approx. 17 feet (5.5m) in length located at local residences. These caravans will be located towards the rear of these properties. The volunteers staying in the caravans will be using the available bathroom facilities of the residences where they are located. The locations will be;

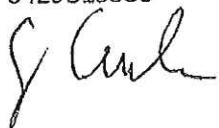
Gavin & Susan Cailles – 0429813355 - 58 Forrest St  
Marcel & Lily Tomas – 0434703615 – 20 Lock St  
Eddie Staporek – 98813051 – 14 Grant St

There are also many other volunteers that are being supported and accommodated within the homes of other members of our local congregation. They will be supporting them with food and accommodation on a voluntary basis as an act of hospitality. All skill and labour by the volunteers is also on a voluntary basis.

This project is scheduled to be 3 months in length, with a start date in the middle of February 2016, and a completion date of sometime in mid-May 2016.

We look forward to our new place of worship being built, and we are sure it will support and benefit the town, as many local services and businesses will be required to support the completion of our project.

Regards,  
Gavin Cailles  
Narrogin Congregation of Jehovah's Witnesses  
0429813355



10/12/2015

To Whom It May Concern,

I have been informed that my neighbour Gavin & Susan Cales of 58 Forrest St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

KIRRI HAIGH



60 FORREST STREET NARROGIN 6312.  
0429890716

10/12/2015

To Whom It May Concern,


I have been informed that my neighbour Gavin & Susan Cailles of 58 Forrest St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

  
GAYNOR JUNE HEWITT.  
56 FORREST ST NARROGIN 6312  
98 812308.

10/12/2015

To Whom It May Concern,


I have been informed that my neighbour Marcel & Lily Tomas, of 20 Lock St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

 WJ PICKFORD  
18 LOCK ST

To Whom It May Concern,

I have been informed that my neighbour Marcel & Lily Tomas, of 20 Lock St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

Roxanne Stevenson

~~R Stevenson~~

22 LOCK ST

To Whom It May Concern,

I have been informed that my neighbour Eddie Staporek, of 14 Grant St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards, *MEDONARD F FRASER*  
*12A GRANT ST NGA56312*  
*NW 7 1022 0409112251*



To Whom It May Concern,

I have been informed that my neighbour Eddie Staporek, of 14 Grant St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

Don Bird 16 Grant St

D. Bird

To Whom It May Concern,

I have been informed that my neighbour Eddie Staporek, of 14 Grant St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

JAMES THORNE  
12B GRANT ST

A handwritten signature in black ink, appearing to read 'J Thorne', written in a cursive style.

To Whom It May Concern,

I have been informed that my neighbour Eddie Staporek, of 14 Grant St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

Steven Matusow  
12 C Grant St Ngr  
Steve Matus

To Whom It May Concern,


I have been informed that my neighbour Eddie Staporek, of 14 Grant St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards,

Michael. KELLY  
12 E Grant St.  


10/12/2015


To Whom It May Concern,

I have been informed that my neighbour Eddie Staporek, of 14 Grant St, are applying to have a caravan located towards the back of their property accommodating two guests for the duration of the construction of the new Kingdom Hall of Jehovah's Witnesses.

I understand the size of the caravan is 17 foot.

I understand this will be for approximately 3 months.

I have no objections to their application.

Regards, *MARYL WILLIAMS 12 GRANT ST* 

## 10.2.175 PAYMENTS FOR ENDORSEMENT – NOVEMBER 2015

**File Reference:** 12.1.1  
**Disclosure of Interest:** Nil  
**Applicant:** Nil  
**Previous Item Nos:** Nil  
**Date:** 30 November 2015  
**Author:** Tienneke Lester, Finance Officer - Accounts

### Attachments

- List of Accounts for Endorsement – November 2015

### Summary

Council is requested to endorse the payments as presented in the List of Accounts for Endorsement – November 2015.

### Background

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

### Comment

The attached “List of Accounts for Endorsement – November 2015” is presented to Council for endorsement. Below is a summary of activity.

Total Creditor Payments November 2015	\$813,798.06
Total Payroll Payments November 2015	\$190,233.97
Total Payments November 2015	\$1,004,032.03
Percentage paid by EFT November 2015	81%
Percentage paid by Cheque November 2015	1%
Percentage paid by Payroll November 2015	18%
Percentage of Local Suppliers & Wages paid November 2015	42%
Dollar Value spent with Local Suppliers November 2015	\$239,246.74
Percentage of Non-Local Suppliers November 2015	58%

Please note ‘F’ is fully funded, ‘PF’ is partially funded, ‘R’ is reimbursements and ‘I’ is insurance claims

### Consultation

Rhona Hawkins, Manager of Finance

### Statutory Environment

Local Government Financial Regulations (1996) (as amended) 22, 32, and 34 apply.

**Policy Implications - Nil**

**Financial Implications**

All expenditure has been approved via adoption of the 2015/16 Annual Budget, or resulting from a Council Motion for a budget amendment.

**Strategic Implications - Nil**

**Voting Requirements**

Simple Majority

**COUNCIL RESOLUTION 1215.216 and Officer,s Recommendation**

**Moved: Cr Schutz**

**Seconded: Cr Ward**

That Council:

Endorse the payments as presented in the Payment Listing for the month of November 2015 from the Municipal Fund totalling \$1,004,032.03.

**CARRIED 8/0**

## List of Accounts For Endorsement November 2015

No.	Chq/EFT	Date	Name	Description	Amount	Type	Fund
1	EFT4680	09/11/2015	Easifleet	EMPLOYEE COSTS Novated Lease Toni Reitmajer	-882.05		R
2	EFT4681	12/11/2015	Narrogin Hire & Reticulation	CLAYTON ROAD OVAL MAINTENANCE Reticulation items	-1940.41	L	
3	EFT4682	12/11/2015	Best Office Systems	ADMIN PHOTOCOPIER Black, White and Colour Copies October 2015	-1408.92	L	
4	EFT4683	12/11/2015	Coles Supermarket	ADMIN COLES & NHC REFRESHMENTS Coles 31/10/15	-1608.86	L	PF
5	EFT4684	12/11/2015	Narrogin Packaging	DRY PARKS RESERVES 3 Boxes of Dog Poo Bags	-1010.33	L	
6	EFT4685	12/11/2015	Australia Post	POSTAGE October 2015	-1155.20	L	
7	EFT4686	12/11/2015	Great Southern Fuels	FUEL Various Departments October 2015	-5995.63	L	
8	EFT4687	12/11/2015	Narrogin Fruit Market	REGIONAL TALENT CATERING 26/10/15	-129.85	L	F
9	EFT4688	12/11/2015	Courier Australia	FREIGHT October 2015	-212.63		
10	EFT4689	12/11/2015	Knightline Computers	NHC HACCC Supply of U P S	-996.95	L	F
11	EFT4690	12/11/2015	MAKIT Narrogin Hardware	VARIOUS DEPARTMENTS HARDWARE	-1755.08	L	
12	EFT4691	12/11/2015	Cafe 27	OTHGOV CATERING Council Meeting 23/10/2015	-320.00	L	
13	EFT4692	12/11/2015	Frank Weston & Co	TOWN HALL MAINTENANCE Fabricate and Install Handrail 29/10/15	-495.00	L	
14	EFT4693	12/11/2015	Landgate	RATES VALUATION VG Roll 2015/8 & Building Plans	-224.97		
15	EFT4694	12/11/2015	Parrys Pty Ltd	WORKS PROTECTIVE CLOTHING 5 Work Jeans 27/10/15	-276.25	L	
16	EFT4695	12/11/2015	Narrogin Earthmoving & Concrete Pty Ltd Aft The Mcnab Family Trust	GNAROJIN PARK MAINTENANCE Excavator Hire	-594.00	L	
17	EFT4696	12/11/2015	Greenline Ag Pty Ltd	P39 JD X320 Ride on Mowers V & Flat Belts Repairs	-115.78		
18	EFT4697	12/11/2015	Westrac Pty Ltd	1EVP 731 Cat Skid Steer Loader 2015 Spare Tyre and Rim	-128.37		
19	EFT4698	12/11/2015	Ballards of Narrogin	NCP MAINTENANCE Refill Kitchen Gas 45KG 26/10/15	-157.00	L	
20	EFT4699	12/11/2015	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	ADMIN BUILDING MAINTENANCE Half dome mirror	-121.00		
21	EFT4700	12/11/2015	Narrogin Newsagency	LIBRARY NEWSPAPERS October 2015	-312.55	L	
22	EFT4701	12/11/2015	Narrogin Electrical Services	WASTE WATER TREATMENT Effluent Pump at Sewerage Plant Repair	-336.05	L	



23	EFT4702	12/11/2015	Ixom Operations Pty Ltd	NRLC POOL Chemical Service Fee 3x 920 Kg Chlorine Gas Bottles 01/10/15 - 31/10/15	-1112.96		R
24	EFT4703	12/11/2015	Edwards Motors Pty Ltd	DTES and MOF Vehicle Changeover	-20706.05	L	
25	EFT4704	12/11/2015	RJ Smith Engineering	ADMIN WATER 8 x 15lt Bottles	-128.00	L	
26	EFT4705	12/11/2015	QUBE Logistics	SEWERAGE MAINTENANCE WWTP Chlorine 920Kg 18/10/15	-881.90		
27	EFT4706	12/11/2015	CY O'Connor Institute	NHC TRAINING Cert 111 in People with Disability For 2 Persons 27/10/15	-785.28		F
28	EFT4707	12/11/2015	MacDonald Johnston - Bucher Municipal Pty Ltd	IEUF 156 Sweeper Truck 2004 Model Hino GD	-121000.00		
29	EFT4708	12/11/2015	Air Response	NHC MAINTENANCE Air Conditioning Service	-125.01		F
30	EFT4709	12/11/2015	Wormald	NHC MAINTENANCE Annual Inspection & Service to Fire Blanket & Hose Reel August 2015	-926.20		F
31	EFT4710	12/11/2015	Narrogin Cottage Homes Inc.	Rates refund for assessment A172000 37 Glide Street NARROGIN WA 6312	-68.00	L	R
32	EFT4711	12/11/2015	MP & BE Walliss	P38 SMALL PLANT Repair, Sharpen and Service Reel Mower	-347.60	L	
33	EFT4712	12/11/2015	LGIS	LGIS INSURANCE 2 <sup>nd</sup> Instalment	-140551.00		I
34	EFT4713	12/11/2015	Narrogin Boilermakers	DEPOT Staff Protective Clothing 42 Items 20/10/15	-1691.00	L	
35	EFT4714	12/11/2015	W.A. Police Strategic Prevention Unit	NHC STAFF National Police Check	-14.80		F
36	EFT4715	12/11/2015	Marketforce Pty Ltd	ADMIN ADVERTISING No 01/10/15 Finance Officer Employment	-1356.09		
37	EFT4716	12/11/2015	Crevet Pipelines	TWIS MAINTENANCE Bolts	-395.18		
38	EFT4717	12/11/2015	Narrogin Pumps Solar And Spraying	SMALL PLANT SEAL KIT for Emulsion Pump	-322.99	L	
39	EFT4718	12/11/2015	Wardy's Pest Management	LIBRARY OSH Pest Control Interior Exterior and Garden area	-275.00	L	
40	EFT4719	12/11/2015	Niel Mitchell	STRUCTURAL REFORM REIMBURSEMENT Accommodation, Meals, Travel Niel Mitchell	-2256.00		R
41	EFT4720	12/11/2015	Alexander Planning Consultants	ADMIN CONSULTANTS Architecture Design and specifications for Council Office Extension	-6204.00		F
42	EFT4721	12/11/2015	Quick Corporate	ADMIN STATIONERY Expenses October 2015	-301.99		
43	EFT4722	12/11/2015	Fegan Building Surveying	BUILDING Contract Building Surveyor Certificate of Design Compliance x4	-1518.00		
44	EFT4723	12/11/2015	AMPAC Debt Recovery Pty Ltd	RATES DEBTS COLLECTION Ampac Expenses October 2015	-24510.74		R
45	EFT4724	12/11/2015	YMCA Perth - Narrogin Leisure Centre	REGIONAL TALENT Fitness Workshop	-2577.80	L	F

46	EFT4725	12/11/2015	Spandex Asia Pacific Pty Ltd	COMMUNITY GARDENS EGGSLENT EGGS Paint Mural at Chicken Coup	-528.92		F
47	EFT4726	12/11/2015	Civic Legal	TAFE Site Professional fees October 2015	-495.00		
48	EFT4727	12/11/2015	Galt Environmental Pty Ltd	TAFE REMEDIATION WORKS Further Classification 29/10/15	-9350.00		
49	EFT4728	12/11/2015	Conway Highbury Pty Ltd	OTHGOV STRUCTURAL REFORM Consultancy Service and Travel Allowance 31/10/15	-14237.01		F
50	EFT4729	12/11/2015	Verso Consulting Pty Ltd	AGEDOTHER Aged Friendly Communities Project First payment	-8800.00		F
51	EFT4730	12/11/2015	Narrogin Agricultural Society Inc.	MEMBERS DONATION 2015 Narrogin Spring Show Mayors Award	-200.00	L	
52	EFT4731	12/11/2015	Michelle Anne Holmes	Rates refund for assessment A200000 28 Furnival Street NARROGIN WA 6312	-416.35	L	R
53	EFT4732	12/11/2015	Tat Lung Yuen & Tsz Ying Lam	Rates refund for assessment A142900 13-19 EGERTON STREET NARROGIN WA 6312	-2905.23	L	R
54	EFT4733	19/11/2015	Department of Human Services	Payroll deductions	-854.16		R
55	EFT4734	19/11/2015	Easifleet	EMPLOYEE COSTS Novated Lease	-882.05		R
56	EFT4735	24/11/2015	Narrogin Packaging	NHC Envirocare Washing Liquid & Inter level Towel 3/11/15	-195.95	L	F
57	EFT4736	24/11/2015	Courier Australia	NRLC FREIGHT YMCA 1 Pool Pump	-35.72		
58	EFT4737	24/11/2015	South West Print Group	ADMIN STATIONERY Envelopes	-1067.00		
59	EFT4738	24/11/2015	Ingrey's	00NGN WORKS FOREMAN	-45250.00	L	
60	EFT4739	24/11/2015	Knightline Computers	MONTHLY IT Backups	-540.00	L	
61	EFT4740	24/11/2015	Narrogin Agricultural Repairs	SMALL PLANT Mower Parts	-30.00	L	
62	EFT4741	24/11/2015	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	ROAD MAINTENANCE Loading Zone Signage supply 1of N1 R5-23 10/11/15	-17.60		
63	EFT4742	24/11/2015	Colin John Bastow	REIMBURSEMENT DCCS Electricity	-514.35		R
64	EFT4743	24/11/2015	Narrogin Betta Home Living	LIBRARY VAX Vacuum Cleaner C-5000 VCC-05 4/11/15	-386.50	L	
65	EFT4744	24/11/2015	Edwards Motors Pty Ltd	DCCS Vehicle Changeover and Trailer (Emergency Generator)	-13050.00	L	
66	EFT4745	24/11/2015	Great Southern Waste Disposal	REFUSE COLLECTION October 2015	-43656.72	L	
67	EFT4746	24/11/2015	RJ Smith Engineering	LIBRARY GEN OFFICE Supply 5 x 15lt Water 12/11/15	-80.00	L	
68	EFT4747	24/11/2015	P & F Kulker Building Contractors	ADMIN BUILDING Removal of Asbestos from the Building & Adjoining Car Park	-7584.00	L	
69	EFT4748	24/11/2015	Public Transport Authority	TRANSWA TICKETS October 2015	-771.92		PRB
70	EFT4749	24/11/2015	Octave Holdings Pty Ltd T/as Narrogin Toyota	SMALL PLANT MAINTENANCE Button Auto cut C 5-2 02/11/15	-26.40	L	
71	EFT4750	24/11/2015	Shire of Narrogin	ROAD MAINTENANCE Hire of Grader, Roller and Operator for Clayton Rd Oval 3/11/15	-385.00	L	

72	EFT4751	24/11/2015	Derbahl Pty Ltd	THOMAS HOGG OVAL MAINTENANCE & CEMETARY Portable Toilet Installation	-419.00	L	
73	EFT4752	24/11/2015	Joanne Louise Aitchison	REIMBURSEMENT F Endorsement	-171.80		R
74	EFT4753	24/11/2015	Wormald	TOWN HALL (Federal St) FIRE EQUIPMENT Service September 2015	-3590.40		
75	EFT4754	24/11/2015	Marketforce Pty Ltd	MEMBERS ADVERTISEMENT Public Notice on Council Decisions October 2015	-489.32		
76	EFT4755	24/11/2015	Melchiorre Plumbing & Gas	NHC MAINTENANCE Labour and Material New Hot Water System	-1805.76	L	F
77	EFT4756	24/11/2015	Hydramet Pty Ltd	WWTP Testing Generator Series A24-11 CL Puffer Bump Tester, Adaptor & Ammonia 10% Solution 04/11/15	-1341.06		
78	EFT4757	24/11/2015	Narrogin Pumps Solar And Spraying	WWTP MAINTENANCE Eco Chlor	-74.45	L	
79	EFT4758	24/11/2015	Narrogin Junior Cricket Club	NRLC KIDSPORT Vouchers 3x Registrations	-210.00	L	F
80	EFT4759	24/11/2015	Playmaster Pty Ltd	PLAY EQUIPMENT CAPITAL WORKS Pine Park Supply & Install Playground Unit 5/11/15	-14141.20		
81	EFT4760	24/11/2015	Galt Environmental Pty Ltd	TAFE Asbestos Assessment & Revised Remediation Strategy as per Proposal P1502019 003 L	-7452.50		F
82	EFT4761	24/11/2015	J & D Rural Fencing	NCP MAINTENANCE Supply & Install Farm Fencing, Pine Box Struts, Iron Gate plus Service Costs 06/11/15	-7477.30		
83	EFT4762	24/11/2015	Booktopia Pty Ltd	LIBRARY BOOK PURCHASES Local Stock for collection 02/11/15	-322.15		
84	EFT4763	25/11/2015	Narrogin Auto Electrics	1TNR029 2012 LOADSTAR BOXTOP TRADESMAN MAINTENANCE Supply Of Adaptor P Round	-52.00	L	
85	EFT4764	25/11/2015	Frank Weston & Co	CLAYTON ROAD OVAL MAINTENANCE Steel for Depot	-916.14	L	
86	EFT4765	25/11/2015	Narrogin Earthmoving & Concrete Pty Ltd Atf The Mcnab Family Trust	TAFE SITE REMEDIATION WORKS Identification, Record & Maintain a Photograph Record of Native Species for Clearing 31/10/15	-3850.00	L	F
87	EFT4766	25/11/2015	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	PRIVATE WORKS SMALL JOBS Directional Fingerboard Signs Delicatessen" White Lettering on Blue Background 18/11/15"	-334.40		R
88	EFT4767	25/11/2015	Australia's Golden Outback	TOURISM PROMOTION Editorial in 2016 Holiday Planner	-1675.00		
89	EFT4768	25/11/2015	IT Vision	ADMIN IT Support Restore Rates EOY Backups 16/11/15	-235.40		
90	EFT4769	25/11/2015	Led Lighting Designs Pty Ltd	OTHCUL CHRISTMAS LIGHTS Supply of 54m LED, Controller, String Light, Caro & Angel Lights, Solar Fairy Lights and Freight 18/11/15	-7539.29		

91	EFT4770	25/11/2015	Alexander Planning Consultants	ADMIN CONSULTANT Architecture Consultancy Council Office Extension Administration Building	-10390.60		F
92	EFT4771	25/11/2015	Quick Corporate	ADMIN STATIONARY Various Items November 2015	-1374.53		
93	EFT4772	25/11/2015	Galt Environmental Pty Ltd	TAFE SITE REMEDIATION WORKS Rental Air Monitoring Equipment	-22698.50		F
94	EFT4773	25/11/2015	Valenti Lawyers	RATES DEBT COLLECTION Profoma Letter Bill of Exchange and Constitutionality 31/10/15	-1144.00		
95	EFT4774	25/11/2015	J M Smith Lyric Media	LIBRARY GRANT CHILDREN BOOK WEEK Author Workshops at Participating Schools 10/09/15	-4300.00		F
96	EFT4775	26/11/2015	Ray White Narrogin	DTES STAFF HOUSING RENTAL 46 Doney Street 181115 - 151215	-1200.00	L	
97	EFT4776	26/11/2015	E & H Staphorst	NGN219 2014 Toyota Camry Altise (CAT Vehicle) Service, Supply New Tyres & Adjust Wheels 18/11/15	-575.47	L	
98	EFT4777	26/11/2015	Narrogin Auto Electrics	ITNR029 2 2012 Loadstar Box top Tradesman Adaptor	-52.00	L	
99	EFT4778	26/11/2015	MAKIT Narrogin Hardware	DEPOT MAINTENANCE D5 5 x Padlocks & WWTP MAINTENANCE E1 5 x Padlocks	-1078.00	L	
100	EFT4779	26/11/2015	DFES Department of Fire & Emergency Services	FESA ESL Council Properties 2015/2016	-5671.04		
101	EFT4780	26/11/2015	Ballards of Narrogin	ANIMAL CONTROL SUSTENANCE Dog Food 20kg	-35.00	L	
102	EFT4781	26/11/2015	Road Signs Australia - Bibby Financial Services Australia Pty Ltd	FOXES LAIR & ROAD SIGNAGE Maintenance	-2156.60		
103	EFT4782	26/11/2015	Anderson, Munro & Wyllie	NHC AUDIT 30 June 2015	-550.00		F
104	EFT4783	26/11/2015	Narrogin Meals On Wheels	NHC Meals on Wheels x 252 October 2015	-438.48	L	F
105	EFT4784	26/11/2015	Narrogin Electrical Services	THOMAS HOGG OVAL MAINTENANCE 75% Claim for Installation of Underground Cable & Switchboards	-57750.00	L	
106	EFT4785	26/11/2015	Narrogin Betta Home Living	NCP MAINTENANCE Hisense Fridge Freezer	-549.00	L	
107	EFT4786	26/11/2015	P & F Kulker Building Contractors	MUSEUM MAINTENANCE Refurbishment of 3 Windows 19/11/15	-1673.00	L	
108	EFT4787	26/11/2015	Country Paint Supplies	COMMUNITY GARDENS Eggsellent Project Mural anti-graffiti paint 5L	-323.40	L	F
109	EFT4788	26/11/2015	Ashley Blyth Tree Lopping	NCP MAINTENANCE Lopping, Stump grinding & Removing 5 Trees 20/11/15	-2200.00	L	
110	EFT4789	26/11/2015	LGIS Risk Management - Echelon Australia Pty Ltd	ADMIN INSURANCE RRC Program 2015/16 First Instalment	-7745.10		I
111	EFT4790	26/11/2015	J & S KULKER Painting Contractors Pty Ltd	BANNISTER STREET OVAL Toilet at Archery Club Painting of Toilet	-1459.00	L	

112	EFT4791	26/11/2015	W.A. Police Strategic Prevention Unit	NHC Staff Police Check for 4 Persons	-59.20		F
113	EFT4792	26/11/2015	Humes - Holcim (Australia) Pty Ltd	DRAINAGE MAINTENANCE Supply 2 of 1400mm x 120mm Tick Concrete Soak Well Cover	-420.20		
114	EFT4793	26/11/2015	State Law Publisher	ADVERTISEMENT Repeal Local law 2015 (16/11/15)	-339.15		
115	EFT4794	26/11/2015	Civitest Australia	SKATE PARK DESIGN Geotechnical Assessment	-4369.75		F
116	EFT4795	26/11/2015	Verso Consulting Pty Ltd	AGEDOTHER Aged Friendly Community Project Last Payment	-13200.00		F
117	EFT4796	26/11/2015	Circuit West Inc.	MEMBERS Subscription Circuit West 12 months	-275.00		
118	EFT4797	26/11/2015	Quarter Midget Youth Speedway	COMMUNITY CHEST Funding Quarter Midget	-2500.00	L	
119	DD1137.1	04/11/2015	Telstra	TELEPHONE Mobile Various October 2015	-3252.40		PF
120	DD1146.1	12/11/2015	Origin Energy Retail Limited	NRLC LPG Bulk Supply October 2015	-10641.40		
121	DD1146.2	12/11/2015	Synergy	ELECTRICITY Various Department October 2015	-24039.80		
122	DD1146.3	12/11/2015	Water Corporation	WATER Various Departments October 2015	-16030.76		PF
123	DD1161.1	23/11/2015	Synergy	ELECTRICITY NRLC and STREET LIGHTS September - November 2015	-23109.10		PF
124	DD1170.1	27/11/2015	Department of Transport	1TQY201 2015 LDSTAR BOXTOP Licence Duty & Transfer Fee	-100.60		
125	DD1170.2	27/11/2015	Origin Energy Retail Limited	NRLC LPG Bulk Supply 18/11/15	-2581.20		
126	45310	12/11/2015	Narrogin Squash Club	REGIONAL TALENT SUPPORT PROGRAM Narrogin Squash Club	-1000.00	L	F
127	45311	24/11/2015	Narrogin Homecare - Petty Cash	NHC PETTY CASH October 2015	-300.05	L	F
128	45312	24/11/2015	Town Of Narrogin	TRANSWA COMMISSIONS October 2015	-158.38	L	R
129	45313	24/11/2015	St Matthews Primary School	MEMBERS DONATIONS Student Awards 2015	-75.00		R
130	45314	24/11/2015	State Law Publisher	OTHGOV Advertising No 165 LG302 Government Gazette (Narrogin-Merger) 30/10/15	-417.60	L	F
131	45315	24/11/2015	Department of Agriculture	Rates refund for assessment A311700 16 Doney Street NARROGIN WA 6312.	-591.69	L	R
132	45316	26/11/2015	Men's Shed Narrogin Inc.	MEMBERS DONATIONS Construction for Narrogin Men's Shed	-303.65	L	R
133	191101	19/11/2015	Australian Ethical Superannuation	Payroll deductions	-2624.20		
134	191102	19/11/2015	Commonwealth Bank	Superannuation contributions	-540.76		
135	191103	19/11/2015	Concept One the Industry Superannuation Fund	Superannuation contributions	-393.04		
136	191104	19/11/2015	Hesta Superannuation	Superannuation contributions	-230.13		
137	191105	19/11/2015	Onepath Custodians Pty Ltd	Superannuation contributions	-317.82		
138	191106	19/11/2015	MLC Nominees	Superannuation contributions	-542.00		

139	191107	19/11/2015	St Andrews Retirement Plan	Superannuation contributions	-149.86		
140	191108	19/11/2015	WA Local Government Super Plan	Superannuation contributions	-19352.87		
141	191109	19/11/2015	Australian Super	Superannuation contributions	-1040.72		
142	191110	19/11/2015	Colonial First State Investments	Superannuation contributions	-109.23		
143	191111	19/11/2015	Host Plus	Superannuation contributions	-325.25		
144	191112	19/11/2015	BT Lifetime Super	Superannuation contributions	-459.20		
145	191113	19/11/2015	ANZ Super Advantage	Superannuation contributions	-285.91		
146	191114	19/11/2015	Rearden Campbell Superannuation Fund	Superannuation contributions	-368.22		
147	191115	19/11/2015	Sunsuper	Superannuation contributions	-456.74		
148	191116	19/11/2015	A.N.Z. Australian Staff Superannuation Scheme	Superannuation contributions	-345.57		
149	191117	19/11/2015	MLC Master Key	Superannuation contributions	-489.69		
150	191118	19/11/2015	Care Super	Superannuation contributions	-283.84		
151	191119	19/11/2015	Colonial First State	Superannuation contributions	-106.24		
152	241101	24/11/2015	Water Corporation	TOWN HALL WATER CORPORATION Shops at Federal Street November 2015	-179.10		
153	241102	24/11/2015	Origin Energy Retail Limited	NRLC LPG Bulk Supply 11/11/15	-5479.50		
					-\$813,798.06		

Pay date	Nett paid
4/11/2015	\$ 92,214.84
9/11/2015	3,521.43
18/11/2015	\$ 91,806.97
27/11/2015	\$ 2,690.73
<b>Total</b>	<b>\$ 190,233.97</b>

<b>Cheque Total</b>	\$2,846.37	1%
<b>EFT Total</b>	\$810,951.69	81%
<b>Payroll Total</b>	\$190,233.97	18%
<b>Total</b>	<b>\$1,004,032.03</b>	

<b>Local Suppliers</b>	\$239,246.74	24%
<b>Employees</b>	\$190,233.97	18%

F	Funded
PF	Partially Funded
R	Reimbursement
I	Insurance
PRB	Partially Reimbursement
L	Local Supplier

## 10.2.176 MONTHLY FINANCIAL REPORTS – NOVEMBER 2015

**File Reference:** 12.8.1  
**Disclosure of Interest:** Nil  
**Applicant:** Nil  
**Previous Item Nos:** Nil  
**Date:** 10 December 2015  
**Author:** Rhona Hawkins – Manager Finance

### **Attachments**

- Monthly Financial Report for the period ended 30 November 2015.

### **Background**

Council is requested to review the November 2015 Monthly Financial Reports.

### **Summary**

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

### **Comment**

The November 2015 Monthly Financial Reports are presented for review.

### **Consultation**

Colin Bastow, Director of Corporate and Community Services

### **Statutory Environment**

Local Government Financial Regulations (1996) (as amended) 22, 32, and 34 apply.

### **Policy Implications**

Nil

### **Financial Implications**

All expenditure has been approved via adoption of the 2015/16 Annual Budget, or resulting from a Council Motion for a budget amendment.

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

**COUNCIL RESOLUTION 1215.217 and Officer,s Recommendation**

**Moved: Cr Kain**

**Seconded: Cr Ward**

That Council:

Receive the November 2015 Monthly Financial Reports as presented.

**CARRIED 8/0**





## MONTHLY FINANCIAL REPORT

FOR THE PERIOD ENDED 30 NOVEMBER 2015

### TABLE OF CONTENTS

Statement of Financial Activity by Nature and Type

Statement of Financial Activity by Statutory Reporting Program

Note 1 Significant Accounting Policies

Note 2 Graphical Representation

Note 3 Surplus/(Deficit) Position

Note 4 Cash and Investments

Note 5 Major Variances

Note 6 Budget Amendments

Note 7 Receivables

Note 8 Rating Information Currently not available

Note 9 Grants

Note 10 Cash Backed Reserves

Note 11 Capital Disposals and Acquisitions

Note 12 Trust

Note 13 Information on Borrowings

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

**TOWN OF NARROGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Nature or Type)**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	
<b>Operating Revenues</b>								
		\$	\$	\$	\$	\$	%	
Grants, Subsidies and Contributions	9	2,314,125	2,314,125	1,005,131	1,166,647	161,516	14%	▲
Profit on Asset Disposal	11	4,130	4,130	1,715	0	(1,715)	(100%)	
Fees and Charges		1,404,129	1,404,129	1,023,236	1,046,975	23,739	2%	
Interest Earnings		131,800	131,800	56,030	80,354	24,324	30%	
Other Revenue		155,000	155,000	64,580	62,775	(1,805)	(3%)	
<b>Total (Excluding Rates)</b>		<b>4,009,184</b>	<b>4,009,184</b>	<b>2,150,692</b>	<b>2,356,751</b>	<b>206,059</b>		
<b>Operating Expense</b>								
Employee Costs		(3,930,336)	(3,930,336)	(1,670,145)	(1,454,577)	215,568	15%	▼
Materials and Contracts		(3,724,392)	(3,724,392)	(1,587,889)	(1,054,204)	533,685	51%	▼
Utilities Charges		(669,822)	(669,822)	(320,425)	(267,639)	52,786	20%	▼
Depreciation (Non-Current Assets)		(1,324,892)	(1,324,892)	(552,005)	(523,014)	28,991	6%	
Interest Expenses		(44,846)	(44,846)	(18,680)	(5,142)	13,538	263%	
Insurance Expenses		(187,334)	(187,334)	(184,425)	(190,548)	(6,123)	(3%)	
Loss on Asset Disposal	11	(63,735)	(63,735)	(26,540)	(50,880)	(24,340)	(48%)	
Other Expenditure		(215,034)	(215,034)	(122,682)	(74,620)	48,062	64%	▼
<b>Total</b>		<b>(10,160,390)</b>	<b>(10,160,390)</b>	<b>(4,482,791)</b>	<b>(3,620,624)</b>	<b>862,167</b>		
<b>Funding Balance Adjustment</b>								
Add Back Depreciation		1,324,892	1,324,892	552,005	523,014	(28,991)	(6%)	
Adjust (Profit)/Loss on Asset Disposal	11	59,605	59,605	24,825	50,880	26,055	51%	▲
Movement in Leave Reserve (Added Back)		0	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>		<b>(4,766,709)</b>	<b>(4,766,709)</b>	<b>(1,755,269)</b>	<b>(689,979)</b>	<b>1,065,289</b>		
<b>Capital Revenues</b>								
Grants, Subsidies and Contributions	9	869,088	869,088	362,110	6,227,909	5,865,799	94%	▲
Proceeds from Disposal of Assets	11	247,000	247,000	189,000	161,722	(27,278)	(17%)	▼
Proceeds from New Debentures	13	450,000	450,000	0	0	0		
Proceeds from Sale of Investments		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Transfer from Reserves	10	2,906,885	2,906,885	0	0	0		
<b>Total</b>		<b>4,472,973</b>	<b>4,472,973</b>	<b>551,110</b>	<b>6,389,631</b>	<b>5,838,521</b>		
<b>Capital Expenses</b>								
Land and Buildings	11	(1,247,879)	(1,247,879)	(15,000)	(52,398)	(37,398)	(71%)	▲
Plant and Equipment	11	(589,848)	(589,848)	(297,252)	(467,435)	(170,183)	(36%)	▲
Furniture and Equipment	11	(63,000)	(63,000)	(20,000)	0	20,000	100%	
Infrastructure Assets - Roads	11	(459,252)	(459,252)	(114,813)	0	114,813	100%	▼
Infrastructure Assets - Footpaths	11	(50,000)	(50,000)	(12,500)	0	12,500	100%	
Infrastructure Assets - Drainage	11	(50,000)	(50,000)	0	(2,262)	(2,262)	(100%)	
Infrastructure Assets - Other	11	(1,308,472)	(1,308,472)	(342,472)	(185,791)	156,681	84%	▼
Repayment of Debentures	13	(144,809)	(144,809)	(51,831)	(13,464)	38,367	285%	▼
Transfer to Reserves	10	(733,990)	(733,990)	(704,820)	0	704,820	100%	▼
<b>Total</b>		<b>(4,647,250)</b>	<b>(4,647,250)</b>	<b>(1,558,688)</b>	<b>(721,350)</b>	<b>837,338</b>		
<b>Net Capital</b>		<b>(174,277)</b>	<b>(174,277)</b>	<b>(1,007,578)</b>	<b>5,668,282</b>	<b>6,675,860</b>		
<b>Total Net Operating + Capital</b>		<b>(4,940,986)</b>	<b>(4,940,986)</b>	<b>(2,762,847)</b>	<b>4,978,302</b>	<b>7,741,149</b>		
Rate Revenue		3,293,160	3,293,160	3,292,705	3,236,716	(55,989)	(2%)	
Opening Funding Surplus(Deficit)		1,647,827	1,650,598	1,650,598	1,650,598	0	0%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1</b>	<b>2,772</b>	<b>2,180,457</b>	<b>9,865,616</b>	<b>7,685,160</b>		

**TOWN OF NARROGIN**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

	Note	Adopted Annual Budget	Revised Annual Budget 4	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a) 3	Var. % (b)-(a)/(b) 300%	Var
<b>Operating Revenues</b>		\$	\$	\$	\$	\$	%	
Governance		5,100	5,100	40	10,312	10,272	100%	
General Purpose Funding		783,915	783,915	380,561	435,675	55,114	13%	▲
Law, Order and Public Safety		31,500	31,500	20,105	14,737	(5,368)	(36%)	
Health		7,500	7,500	5,165	1,772	(3,393)	(191%)	
Education and Welfare		1,402,564	1,402,564	588,165	6,932,848	6,344,683	92%	▲
Housing		7,800	7,800	3,250	3,300	50	2%	
Community Amenities		974,121	974,121	828,091	839,872	11,781	1%	
Recreation and Culture		922,139	922,139	377,595	111,932	(265,663)	(237%)	▼
Transport		459,156	459,156	191,305	92,975	(98,330)	(106%)	▼
Economic Services		231,401	231,401	96,415	112,188	15,773	14%	
Other Property and Services		53,076	53,076	22,110	29,050	6,940	24%	
<b>Total (Excluding Rates)</b>		<b>4,878,272</b>	<b>4,878,272</b>	<b>2,512,802</b>	<b>8,584,660</b>	<b>6,071,858</b>		
<b>Operating Expense</b>								
Governance		(1,658,132)	(1,658,132)	(738,344)	(491,949)	246,395	50%	▼
General Purpose Funding		(166,081)	(166,081)	(72,273)	(108,600)	(36,327)	(33%)	▲
Law, Order and Public Safety		(261,860)	(261,860)	(116,547)	(97,808)	18,739	19%	
Health		(125,838)	(125,838)	(54,942)	(41,666)	13,276	32%	
Education and Welfare		(1,503,469)	(1,503,469)	(646,437)	(521,261)	125,176	24%	▼
Housing		0	0	(1,839)	(7,094)	(5,255)	(74%)	▼
Community Amenities		(1,261,878)	(1,261,878)	(533,745)	(434,460)	99,285	23%	▼
Recreation and Culture		(2,567,973)	(2,567,973)	(1,169,037)	(1,048,454)	120,583	12%	▼
Transport		(1,517,366)	(1,517,366)	(644,012)	(569,354)	74,658	13%	▼
Economic Services		(1,017,699)	(1,017,699)	(433,952)	(304,856)	129,096	42%	▼
Other Property and Services		(80,093)	(80,093)	(71,663)	4,878	76,541	(1569%)	
<b>Total</b>		<b>(10,160,390)</b>	<b>(10,160,390)</b>	<b>(4,482,791)</b>	<b>(3,620,624)</b>	<b>862,167</b>		
<b>Funding Balance Adjustment</b>								
Add back Depreciation		1,324,892	1,324,892	552,005	523,014	(28,991)	(6%)	
Adjust (Profit)/Loss on Asset Disposal	10	59,605	59,605	24,825	50,880	26,055	51%	▲
Movement in Leave Reserve (Added Back)		0	0	0	0	0		
<b>Net Operating (Ex. Rates)</b>		<b>(3,897,621)</b>	<b>(3,897,621)</b>	<b>(1,393,159)</b>	<b>5,537,931</b>	<b>6,931,090</b>		
<b>Capital Revenues</b>								
Proceeds from Disposal of Assets	10	247,000	247,000	189,000	161,722	(27,278)	(17%)	▼
Proceeds from New Debentures	12	450,000	450,000	0	0	0		
Proceeds from Sale of Investments		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Transfer from Reserves	9	2,906,885	2,906,885	0	0	0		
<b>Total</b>		<b>3,603,885</b>	<b>3,603,885</b>	<b>189,000</b>	<b>161,722</b>	<b>(27,278)</b>		
<b>Capital Expenses</b>								
Land and Buildings	10	(1,247,879)	(1,247,879)	(15,000)	(52,398)	(37,398)	(71%)	▲
Plant and Equipment	10	(589,848)	(589,848)	(297,252)	(467,435)	(170,183)	(36%)	▲
Furniture and Equipment	10	(63,000)	(63,000)	(20,000)	0	20,000	100%	
Infrastructure Assets - Roads	10	(459,252)	(459,252)	(114,813)	0	114,813	100%	▼
Infrastructure Assets - Footpaths	10	(50,000)	(50,000)	(12,500)	0	12,500	100%	
Infrastructure Assets - Drainage	10	(50,000)	(50,000)	0	(2,262)	(2,262)	(100%)	▼
Infrastructure Assets - Other	10	(1,308,472)	(1,308,472)	(342,472)	(185,791)	156,681	84%	▼
Repayment of Debentures	12	(144,809)	(144,809)	(51,831)	(13,464)	38,367	285%	▼
Transfer to Reserves	9	(733,990)	(733,990)	(704,820)	0	704,820	100%	▼
<b>Total</b>		<b>(4,647,250)</b>	<b>(4,647,250)</b>	<b>(1,558,688)</b>	<b>(721,350)</b>	<b>837,338</b>		
<b>Net Capital</b>		<b>(1,043,365)</b>	<b>(1,043,365)</b>	<b>(1,369,688)</b>	<b>(559,628)</b>	<b>810,060</b>		
<b>Total Net Operating + Capital</b>		<b>(4,940,986)</b>	<b>(4,940,986)</b>	<b>(2,762,847)</b>	<b>4,978,304</b>	<b>7,741,150</b>		
Rate Revenue		3,293,160	3,293,160	3,292,705	3,236,716	(55,989)	(2%)	
Opening Funding Surplus(Deficit)		1,647,827	1,650,598	1,650,598	1,650,598	0	0%	
<b>Closing Funding Surplus(Deficit)</b>	3	<b>1</b>	<b>2,772</b>	<b>2,180,457</b>	<b>9,865,617</b>	<b>7,685,161</b>		

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES**

financial activity are:

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(b) The Local Government Reporting Entity**

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

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

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

**(c) Rounding Off Figures**

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

**(d) Rates, Grants, Donations and Other Contributions**

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

**(e) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

**(g) Trade and Other Receivables**

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

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

**(h) Inventories**

**General**

Inventories are valued 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 of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Land Held for Resale**

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

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

**(i) Fixed Assets**

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

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

**(j) Depreciation of Non-Current Assets**

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

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

Buildings	50 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets clearing and earthworks construction/road base original surfacing and major re-surfacing - bituminous seals	not depreciated 50 years 20 years
Gravel roads clearing and earthworks construction/road base gravel sheet	not depreciated 50 years 12 years
Formed roads (unsealed) clearing and earthworks construction/road base Footpaths - slab	not depreciated 50 years 40 years

**Capitalisation Threshold**

Plant, Property and Equipment (excluding Buildings) items to \$5,000 or greater, and Building and Infrastructure items to \$10,000 or greater.

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Trade and Other Payables**

provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**(l) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave,

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

be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

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

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

**(m) Interest-bearing Loans and Borrowings**

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

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

**(n) Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable capitalised as part of the cost of the particular asset.

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**(o) Current and Non-Current Classification**

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

**(p) Nature or Type Classifications**

**Rates**

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

**Operating Grants, Subsidies and Contributions**

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

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications (Continued)**

**Non-Operating Grants, Subsidies and Contributions**

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

**Profit on Asset Disposal**

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

**Fees and Charges**

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

**Service Charges**

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

**Interest Earnings**

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

**Other Revenue / Income**

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

**Employee Costs**

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

**Materials and Contracts**

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

**Utilities (Gas, Electricity, Water, etc.)**

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

**Insurance**

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

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(p) Nature or Type Classifications (Continued)**

**Interest expenses**

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

**Other expenditure**

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

**(q) Statement of Objectives**

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

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

**GOVERNANCE**

Members of Council, Civic Functions, Executive Support, Human Resources & Payroll, Security Services, Administration Support, Records Management, Information Technology and Financial Control.

**GENERAL PURPOSE FUNDING**

All Rate Revenue and Penalties, General Purpose Grant, Pensioners Deferred Rates Grant and Interest Revenue.

**LAW, ORDER, PUBLIC SAFETY**

Fire Prevention, Animal Control, General Ranger Services, Emergency Services.

**HEALTH**

Maternal and Infant Health, Preventative Services (Immunisation), Inspections, Pest Control.

**HOUSING**

The Town does not have any staff or other residential housing.

**COMMUNITY AMENITIES**

Sanitation Household Refuse, Refuse Site, Sewerage, Protection of the Environment, Town Planning, Cemeteries, Bus Shelters.

**RECREATION AND CULTURE**

Public Halls and Civic Centres, Aquatic Centre, Beaches, Recreation Grounds (Active and Passive), Arts, Leisure Development, Libraries, Museum, Arts Centre.

**TRANSPORT**

Road Maintenance, Footpaths, Bridges, Street Trees, Street Lighting, Cycle ways, Vehicle Crossovers, Depots, Parking.

**ECONOMIC SERVICES**

Rural Services, Tourism, Building Control, Economic Development.

**OTHER PROPERTY & SERVICES**

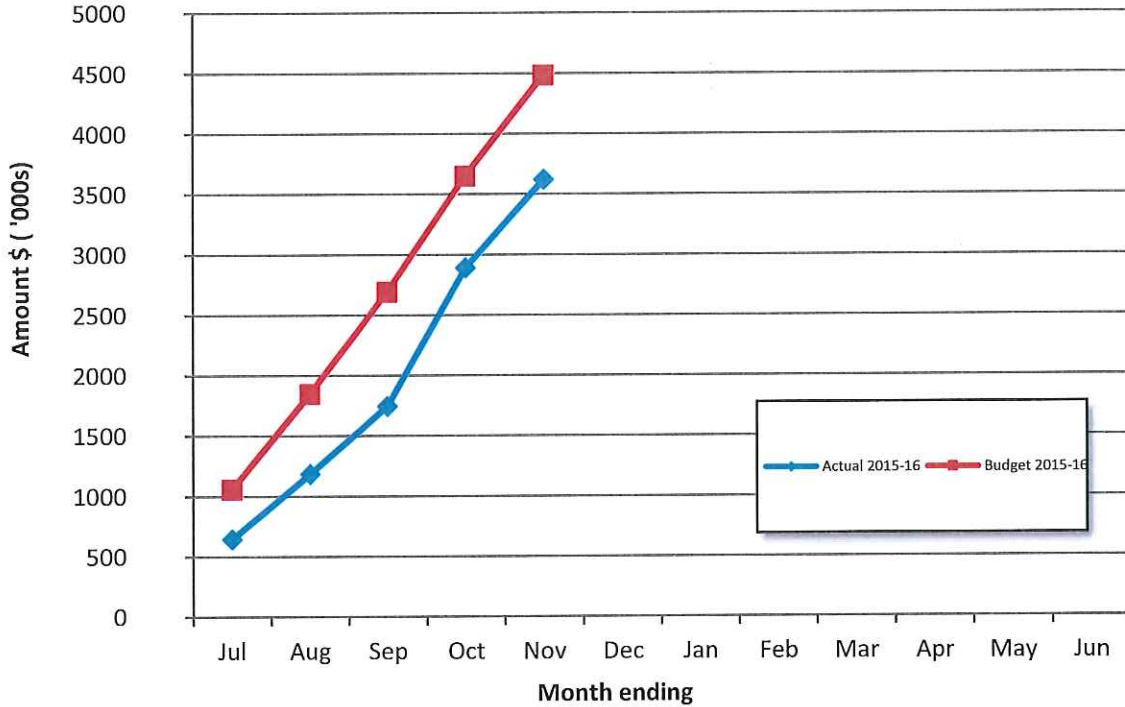
Private Works, Stocks and Miscellaneous Items.



**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

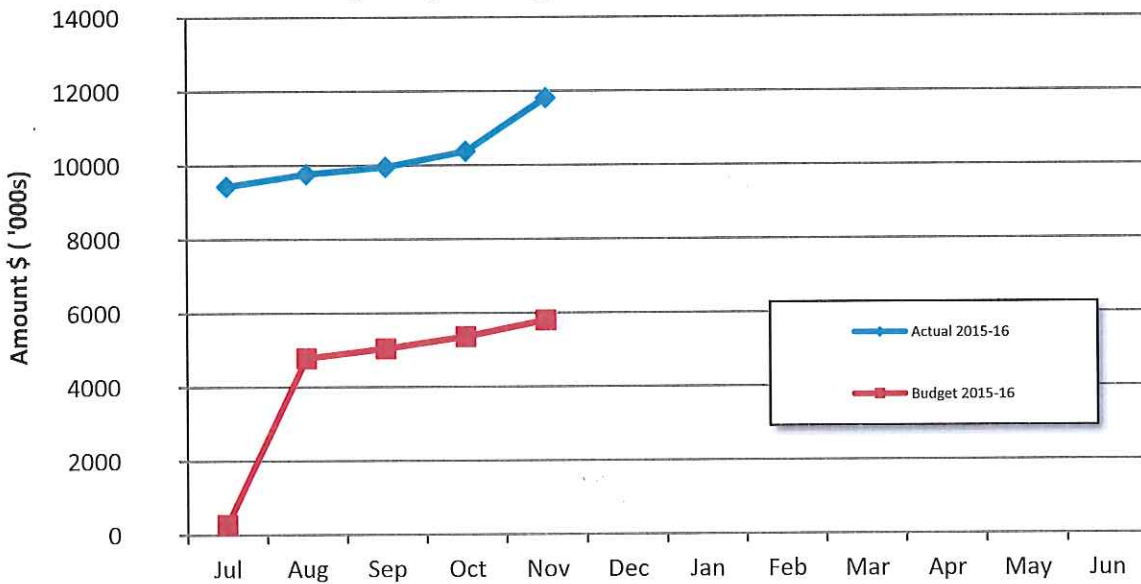
**Note 2 - Graphical Representation - Source Statement of Financial Activity**

**Budget Operating Expenses -v- YTD Actual**



**Comments/Notes - Operating Expenses**

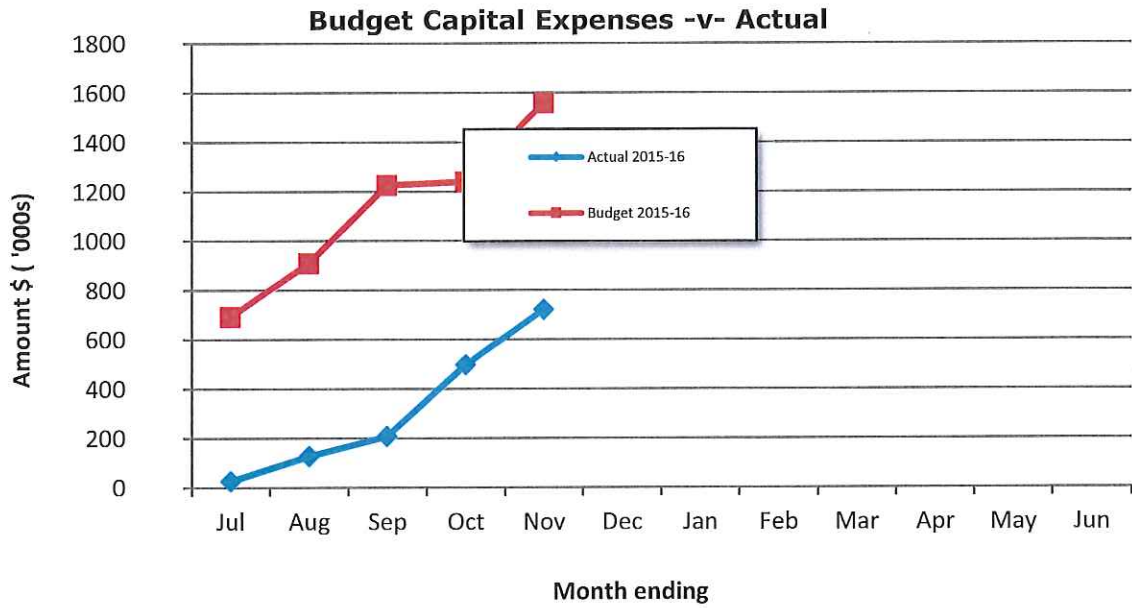
**Budget Operating Revenues -v- Actual**



**Comments/Notes - Operating Revenues**

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**

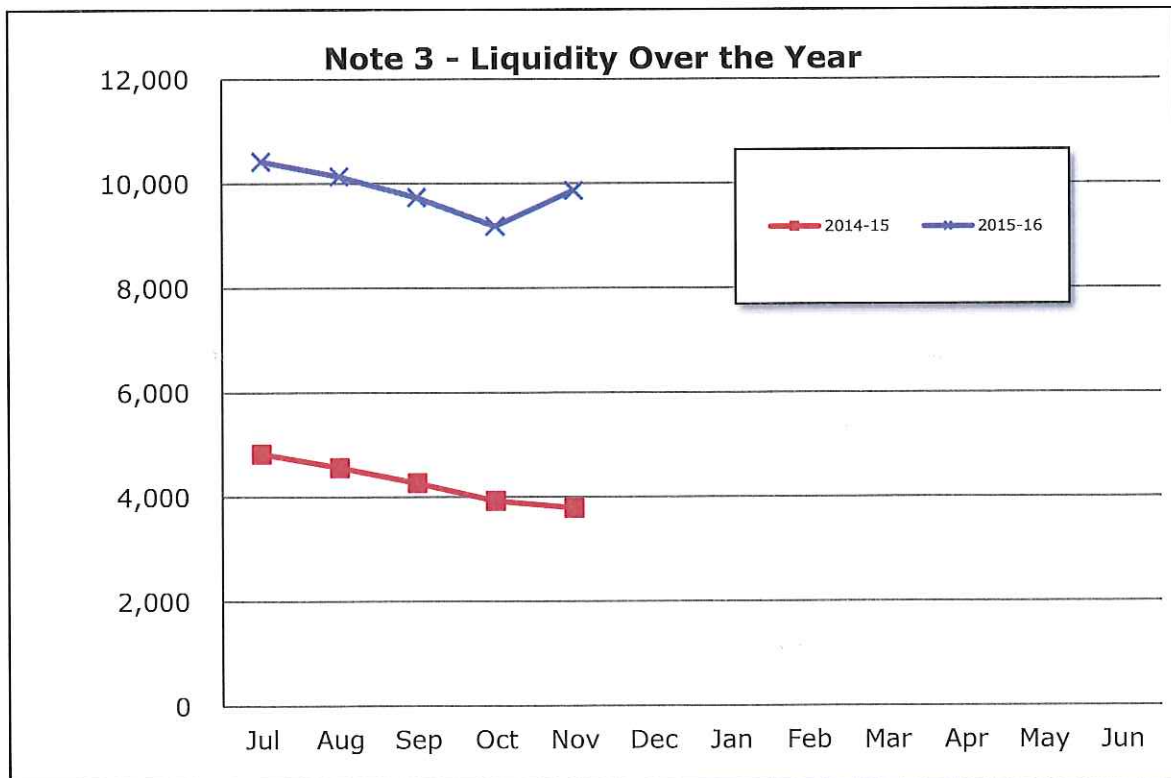


**Comments/Notes - Capital Expenses**

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 3: SURPLUS/(DEFICIT) POSITION**

		Positive=Surplus (Negative=Deficit)		
		30/11/2015	31/10/2015	30/11/2014
Note		This Period	Last Period	Same Period Last Year
		\$	\$	\$
<b>Current Assets</b>				
	Cash Unrestricted	9,384,058	8,382,844	3,132,538
	Cash Restricted	4,167,800	4,167,800	2,549,443
	Receivables - Rates and Rubbish, ESL, Excess Rates	1,035,195	1,119,468	965,035
	Receivables -Other	278,669	442,414	229,386
		<b>14,865,721</b>	<b>14,112,526</b>	<b>6,876,402</b>
<b>Less: Current Liabilities</b>				
	Payables	(710,399)	(642,525)	(322,936)
	Loan Liability	(131,345)	(131,345)	(122,406)
	Provisions	(448,020)	(448,020)	(425,541)
		<b>(1,289,765)</b>	<b>(1,221,890)</b>	<b>(870,882)</b>
	<b>Net Current Asset Position</b>	<b>13,575,956</b>	<b>12,890,636</b>	<b>6,005,519</b>
	Less: Cash Restricted	(4,167,800)	(4,167,800)	(2,549,443)
	Add Back: Component of Leave Liability not Required to be funded	326,113	326,113	209,923
	Add Back: Current Loan Liability	131,345	131,345	122,406
	Adjustment for Trust Transactions Within Muni	0	0	0
	<b>Net Current Funding Position</b>	<b>9,865,615</b>	<b>9,180,295</b>	<b>3,788,405</b>



**Comments - Net Current Funding Position**

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 4: CASH AND INVESTMENTS**

Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
1.95%	4,244,758			4,244,758	NAB	On-Call
	1,000			1,000		
	150			150		
	100			100		
	100			100		
	100			100		
	300			300		
	200			200		
	350			350		
	0			0		
1.50%			71,025	71,025	NAB	On-Call
					NAB	
2.65%		4,167,800		4,167,800	NAB	31/01/2016
<b>Total</b>	<b>9,384,058</b>	<b>4,167,800</b>	<b>71,025</b>	<b>13,622,882</b>		

- (a) **Cash Deposits**
  - Municipal Account
  - Cash Floats - Admin
  - Library
  - Homecare
  - Refuse Site
  - Caravan Park
  - Petty Cash - Admin
  - Library
  - Homecare
  - Reserve Account
  - Trust Account
- (b) **Term Deposits**
  - Reserve Term Deposit

**Comments/Notes - Investments**

**TOWN OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 5: MAJOR VARIANCES**

**Comments/Reason for Variance**

**5.1 OPERATING REVENUE (EXCLUDING RATES) - PROGRAM**

**5.1.1 GOVERNANCE**

Permanent - Reimbursement income higher than anticipated due to Shire of Cuballing reimbursement for LG Dinner and CEO purchase of mobile phone.

**5.1.2 GENERAL PURPOSE FUNDING**

Permanent - Reimbursement of debt collection is higher than anticipated.

**5.1.3 LAW, ORDER AND PUBLIC SAFETY**

Permanent - Fire prevention fines and penalties higher than expected.

**5.1.4 HEALTH**

Permanent - Regulatory Fees and Charges and Penalties are lower than anticipated for this time of year.

**5.1.5 EDUCATION AND WELFARE**

Permanent - Grant Funding for the Dementia Wing at Narrogin Cottage Homes was not included in the budget.

**5.1.6 HOUSING**

Nil

**5.1.7 COMMUNITY AMENITIES**

Nil

**5.1.8 RECREATION AND CULTURE**

Timing - Budget for grant income was loaded into Synergy and spread across twelve months.

**5.1.9 TRANSPORT**

Timing - Regional Road Group and R2R Grant payments have not been received as per budget.

**5.1.10 ECONOMIC SERVICES**

Permanent - Building Licence fees are higher than expected.

**5.1.11 OTHER PROPERTY AND SERVICES**

**TOWN OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 5: MAJOR VARIANCES**

**Comments/Reason for Variance**

**5.2 OPERATING EXPENSES - PROGRAM**

**5.2.1 GOVERNANCE**

Timing - Expenditure on Structural Reform (Merger) lower than anticipated.

**5.2.2 GENERAL PURPOSE FUNDING**

Permanent - Annual and Long Service Leave payout for previous Finance Officer - Rates.

Permanent - Debt collection expenses are higher than anticipated but offset by income reimbursement.

**5.2.3 LAW, ORDER AND PUBLIC SAFETY**

Timing - ESL payable on Town Buildings has not be paid as yet.

Timing - Fire Prevention salaries and wages is lower than expected.

Timing - Maintenance at the Animal Pound has occurred earlier than expected.

**5.2.4 HEALTH**

Timing - Health Salaries and Wages lower than budgetted.

**5.2.5 EDUCATION AND WELFARE**

Timing - Expenditure under the Home and Community Care Program is lower than anticipated.

Timing - Expenditure under the Home Care Packages is lower than anticipated.

**5.2.6 HOUSING**

Nil

**5.2.7 COMMUNITY AMENITIES**

Timing - Waste disposal expenditure is lower than expected due to not receiving the Contractors invoices prior to closing off for the month.

Timing - Townscape expenditure has not occurred as per budget.

**5.2.8 RECREATION AND CULTURE**

Timing - Depreciation has not been calculated as expected this matter will be investigated.

Timing - General maintenance is lower than expected.

**5.2.9 TRANSPORT**

Timing - Maintenance expenditure on Roads is lower than anticipated.

**5.2.10 ECONOMIC SERVICES**

Timing - Caravan Park maintenance is lower than expected.

Timing - TAFE Project expenditure is lower than expected.

**5.2.11 OTHER PROPERTY AND SERVICES**

Timing - due to Public Works Overheads and Plate Operation Costs this will be rectified.

**TOWN OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 5: MAJOR VARIANCES**

**Comments/Reason for Variance**

**5.3 CAPITAL REVENUE**

**5.3.1 PROCEEDS FROM DISPOSAL OF ASSETS**

Nil

**5.3.2 PROCEEDS FROM NEW DEBENTURES**

Nil

**5.3.3 PROCEEDS FROM SALE OF INVESTMENT**

Nil

**5.3.4 PROCEEDS FROM ADVANCES**

Nil

**5.3.5 SELF-SUPPORTING LOAN PRINCIPAL**

Nil

**5.3.6 TRANSFER FROM RESERVES (RESTRICTED ASSETS)**

Timing - Reserve transfers will be completed as part of the end of year processes.

**TOWN OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 5: MAJOR VARIANCES**

**Comments/Reason for Variance**

**5.4 CAPITAL EXPENSES**

**5.4.1 LAND HELD FOR RESALE**

Nil

**5.4.2 LAND AND BUILDINGS**

Nil

**5.4.3 PLANT AND EQUIPMENT**

Nil

**5.4.4 TOOLS**

Nil

**5.4.5 FURNITURE AND EQUIPMENT**

Nil

**5.4.6 INFRASTRUCTURE ASSETS - ROADS**

Nil

**5.4.7 INFRASTRUCTURE ASSETS - FOOTPATHS**

Nil

**5.4.9 INFRASTRUCTURE ASSETS - DRAINAGE**

Nil

**5.4.10 INFRASTRUCTURE ASSETS - PARKS AND OVALS**

Nil

**5.4.11 INFRASTRUCTURE ASSETS - OTHER**

Nil

**5.4.12 PURCHASES OF INVESTMENT**

Nil

**5.4.13 REPAYMENT OF DEBENTURES**

Nil

**5.4.14 ADVANCES TO COMMUNITY GROUPS**

Nil

**5.4.15 TRANSFER TO RESERVES (RESTRICTED ASSETS)**

Timing - Reserve transfers will be completed as part of the end of year processes.

**5.5 OTHER ITEMS**

Nil

**5.5.1 RATE REVENUE**

Nil

**5.5.2 OPENING FUNDING SURPLUS(DEFICIT)**

Nil



**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 6: BUDGET AMENDMENTS/VARIATION TO SURPLUS/(DEFICIT)**  
 Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
Budget Adoption		Opening Surplus(Deficit)	\$	\$	\$	1
Variation between adopted budget opening position and actual		Opening Surplus(Deficit)		2,771		2,772
<b>Closing Funding Surplus (Deficit)</b>		Opening Surplus(Deficit)	<b>0</b>	<b>2,771</b>	<b>0</b>	<b>2,772</b>

**TOWN OF NARROGIN  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 NOVEMBER 2015**

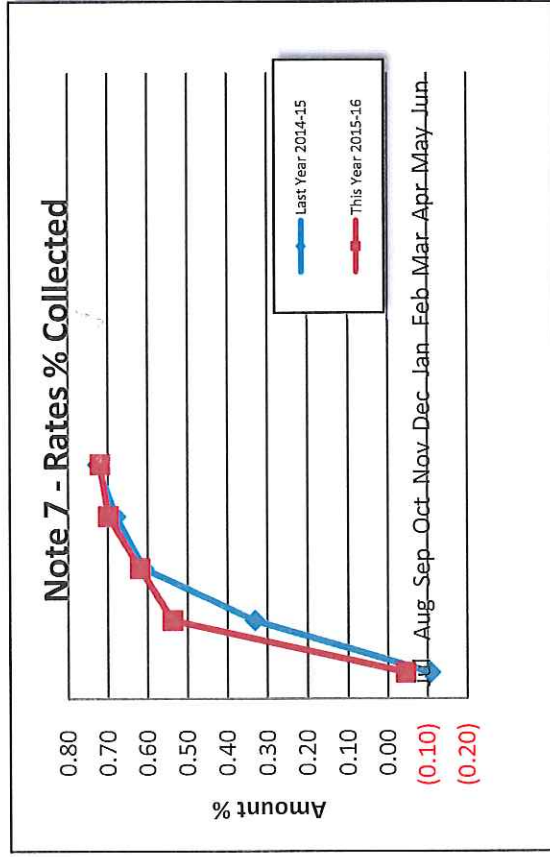
**Note 7: RECEIVABLES**

**Receivables - Rates and Rubbish**

	<b>Current 30/11/15</b>
Previous Year	\$ 330,637
Rates Levied this year (YTD)	3,714,825
Less Collections to date	<b>(2,904,101)</b>
Equals Outstanding	1,141,361
<b>Net Rates Collectable</b>	
% Collected	71.79%

Pensioner Deferred Rates  
Pensioner Deferred ESL

101,595
4,570
<u>106,166</u>



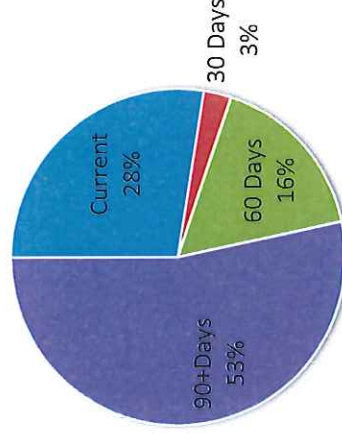
**Comments/Notes - Receivables Rates and Rubbish**

	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+Days</b>
Receivables - Sundry Debtors	\$ 69,728	\$ 6,681	\$ 41,791	\$ 135,165
<b>Total Outstanding</b>				<b>253,365</b>

Amounts shown above include GST (where applicable)

Rates Pensioner Rebate Claims	13,541
GST Input	51,763
Provision For Doubtful Debts	<b>(40,000)</b>
	<b>278,669</b>

**Note 7 - Accounts Receivable  
(non-rates)**



**Comments/Notes - Receivables General**

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 9: GRANTS AND CONTRIBUTIONS**

Program/Details	Provider	Approval	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
<b>GENERAL PURPOSE FUNDING</b>			\$	\$	\$	\$	\$
RATES - Reimbursement of Debt Collection Costs (Inc GST)		Yes	0	(80)	(80)	(80)	0
RATES - Reimbursement of Debt Collection Costs (Exc GST)		Yes	(10,000)	(19,145)	(29,145)	(29,145)	0
GENGRANT - Financial Assistance Grant - General	Grants Commission (Untied)	Yes	(549,320)	(549,320)	(549,320)	(270,643)	(278,678)
GENGRANT - Financial Assistance Grant - Roads	Grants Commission (Roads)	Yes	(70,595)	(70,595)	(70,595)	(35,290)	(35,306)
<b>MEMBERS</b>							
MEMBERS - Reimbursements	Reimbursements	Yes	0	(1,023)	(1,023)	(1,023)	(0)
<b>OTHER GOVERNANCE</b>							
OTHGOV - Reimbursements	Reimbursements	Yes	(5,000)	(4,010)	(9,010)	(9,010)	0
OTHGOV - Grant Funding - Council	Reimbursements	Yes	0		0	0	0
<b>LAW, ORDER, PUBLIC SAFETY</b>							
FIRE - Reimbursements	FESA (SES)	Yes	0		0	0	0
ESL - SES Subsidy (Operating) Grant	FESA (SES Subsidy)	Yes	(6,000)		(6,000)	(1,800)	(4,200)
OLOPS - LEMC Contribution	FESA (SES Subsidy)	Yes	(5,000)		(5,000)	0	(5,000)
<b>EDUCATION &amp; WELFARE</b>							
HACC - Recurrent Grant Funding	Dept. of Health & Ageing	Yes	(828,371)		(828,371)	(455,604)	(372,767)
HACC - Contributions & Donations	Dept. of Health & Ageing	Yes	0	(1,364)	(1,364)	(1,364)	(0)
HACC - Other Grants	Dept. of Health & Ageing	Yes	0	(697)	(697)	(697)	(0)
CHCP - Recurrent Grant Funding	Dept. of Health & Ageing	Yes	(203,000)		(203,000)	(109,872)	(93,128)
CHCP - Reimbursements	Dept. of Health & Ageing	Yes		(967)	(967)	(967)	(0)
NRCP - Recurrent Grant Funding	Bethanie Care	Yes	(80,000)		(80,000)	(36,061)	(43,939)
AGEDSNRS - Reimbursements	Reimbursements	Yes	(2,075)		(2,075)	0	(2,075)
AGEDOTHER - Baptist Care Contributions	Neurodegenerative Conditions Coordinating Care Program	Yes	(9,000)		(9,000)	0	(9,000)
	Neurodegenerative Conditions Coordinating Care Program	Yes	(2,000)		(2,000)	(702)	(1,298)
AGEDOTHER - PATS Voucher Income	Neurodegenerative Conditions Coordinating Care Program	Yes	(4,000)		(4,000)	(2,000)	(2,000)
AGEDOTHER - CATS Contribution	Dept. of Veterans Affairs/CATS Travel Rebate	Yes					

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 9: GRANTS AND CONTRIBUTIONS**

Program/Details	Provider	Approval (Yes/No)	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
AGEOTHER - Commonwealth Carers Respite Fees & Charges	Fees	Yes	\$ (2,827)		(2,827)	\$ 0	\$ (2,827)
AGEOTHER - Juniper Community Income	Juniper Community Income	Yes	(32,000)		(32,000)	(9,614)	(22,386)
AGEDOTHER - Grant Funding	Juniper Community Income	Yes	0	(5,137,000)	(5,137,000)	(6,227,909)	1,090,909
AGEDOTHER - Aged Friendly Communities Regional Grant	Juniper Community Income	Yes	(16,666)		(16,666)	(26,667)	10,001
WELFARE - Contributions & Donations	Donations	Yes	(550)		(550)	0	(550)
WELFARE - Grants	Donations	Yes	(110,000)		(110,000)	(455)	(109,545)
<b>COMMUNITY AMENITIES</b>							
SAN - Contributions & Donations	Shire of Narragin	Yes	(12,000)		(12,000)	0	(12,000)
SAN - Reimbursements	Shire of Narragin	Yes	0	(3,692)	(3,692)	(3,692)	(0)
COM AMEN - Contributions & Donations	Shire of Narragin (incl Toilets)	Yes	(8,700)	(3,692)	(8,700)	0	(8,700)
COM AMEN - Grants	Shire of Narragin (incl Toilets)	Yes	(27,771)		(27,771)	(27,772)	1
<b>RECREATION AND CULTURE</b>							
HALLS - Reimbursements	Reimbursements	Yes	(230)	(9)	(239)	(239)	0
HALLS - Contributions & Donations	Shire of Narragin	Yes	(15,200)		(15,200)	0	(15,200)
NRRC - Pool Subsidy	Dept Sport and Recreation	Yes	0		0	0	0
NRRC - Reimbursements	Reimbursements	Yes	0		0	(10,040)	10,040
NRRC - Contributions & Donations	Shire of Narragin	Yes	(39,500)		(39,500)	0	(39,500)
REC - Grants - Kids Sports	Dept Sport and Recreation	Yes	(35,000)		(35,000)	(35,000)	0
REC - Grants - Regional Talent Program	Dept Sport and Recreation	Yes	(29,000)		(29,000)	0	(29,000)
REC - Reimbursements - Other Recreation	Reimbursements	Yes	(61,980)		(61,980)	(33,424)	(28,556)
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(20,000)		(20,000)	(20,000)	0
REC - Grants - Other Recreation	Dept Sport and Recreation	Yes	(200,000)		(200,000)	0	(200,000)
REC - Contributions & Donations	Shire Contribution	Yes	(38,600)		(38,600)	0	(38,600)
REC - Contributions & Donations	Shire Contribution	Yes	(400,000)		(400,000)	0	(400,000)
LIB - Reimbursements Lost Books	Reimbursements	Yes	(500)		(500)	0	(500)
LIB - Contributions & Donations	Reimbursements	Yes	(37,000)		(37,000)	0	(37,000)
LIB - Contributions & Donations	Reimbursements	Yes	0	(10)	(10)	(10)	(0)
LIB - Grant - Regional Library Services	Reimbursements	Yes	(5,000)		(5,000)	0	(5,000)
LIB - Other Grants	State Government	Yes	0		0	0	0

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 9: GRANTS AND CONTRIBUTIONS**

Program/Details	Provider	Approval (Yes/No)	2015-16 Budget	Variations Additions (Deletions)	Revised Grant	Recoup Status	
						Received	Not Received
HERITAGE - Contributions & Donations			\$		\$		\$
OTHCUL - Contributions & Donations - Other Culture	Shire of Narrogin	Yes	(4,000)		(4,000)	0	(4,000)
OTHCUL - Grants - Other Culture		Yes	(4,000)		(4,000)	0	(4,000)
OTHCUL - Grant Narrogin Litter Twitter Project		Yes	0		0	0	0
		Yes	0		0	0	0
<b>TRANSPORT</b>							
ROADC - Regional Road Group Grants (MRWA)	Main Roads WA (RRG)	Yes	(123,088)		(123,088)	0	(123,088)
ROADC - Roads to Recovery Grant	Roads to Recovery	Yes	(146,000)		(146,000)	0	(146,000)
ROADM - Direct Road Grant (MRWA)	Main Roads WA (Direct/Lights)	Yes	(31,500)	(2,700)	(34,200)	(34,200)	0
ROADM - Street Lighting Subsidy	Main Roads WA (Direct/Lights)	Yes	(5,000)		(5,000)	0	(5,000)
<b>ECONOMIC SERVICES</b>							
ECONOM - Reimbursements	Reimbursements	Yes	(2,740)		(2,740)	0	(2,740)
<b>OTHER PROPERTY AND SERVICES</b>							
PWO - Other Reimbursements	Reimbursements	Yes	0	(2,418)	(2,418)	(2,418)	0
ADMIN - Reimbursements	Reimbursements	Yes	0	(1,236)	(1,236)	(1,236)	0
SAL - Reimbursement - Workers Compensation	Reimbursements	Yes	0	(7,626)	(7,626)	(7,626)	7,626
<b>TOTALS</b>			<b>(3,183,213)</b>	<b>(5,181,977)</b>	<b>(8,357,564)</b>	<b>(7,394,556)</b>	<b>(963,008)</b>

**Comments - Grants and Contributions**

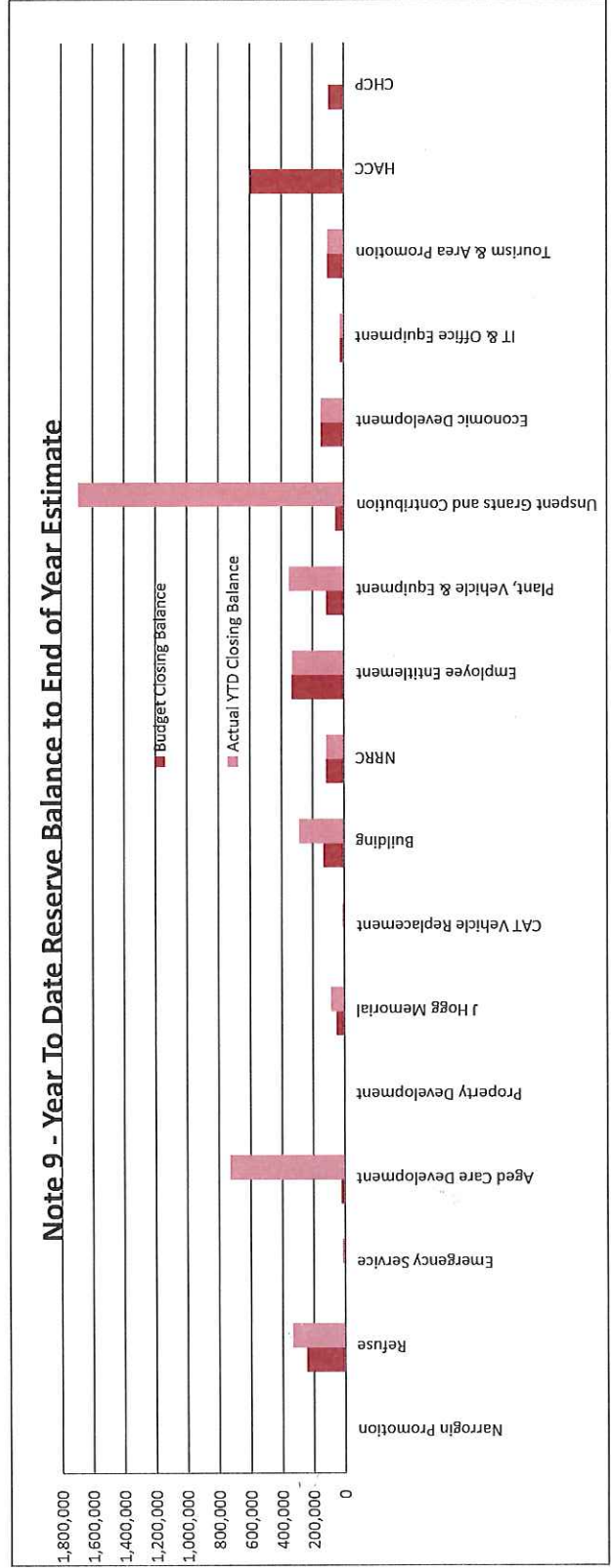
The above table of grants and contributions is not exhaustive but does contain that activity deemed important enough for inclusion in this table.

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 10: Cash Backed Reserve.**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
Narrogin Promotion	0	0	0	0	0	0	0		\$	\$
Refuse	329,707	3,852	0	0	0	91,000	0		242,559	329,707
Emergency Service	12,945	151	0	0	0	13,096	0		0	12,945
Aged Care Development	723,880	9,765	0	0	0	712,990	0		20,655	723,880
Property Development	0	0	0	0	0	0	0		0	0
J Hogg Memorial	82,787	967	0	0	0	35,000	0		48,754	82,787
CAT Vehicle Replacement	8,842	103	0	0	0	6,000	0		2,945	8,842
Building	281,792	3,292	0	0	0	155,000	0		130,084	281,792
NRRC	326,113	3,810	0	0	0	0	0		110,688	109,410
Employee Entitlement	342,821	4,005	0	0	0	236,752	0		329,923	326,113
Plant, Vehicle & Equipment	1,687,047	19,711	0	0	0	1,657,047	0		110,074	342,821
Unspent Grants and Contribution	142,454	1,664	0	0	0	0	0		49,711	1,687,047
Economic Development	20,000	234	0	0	0	0	0		144,118	142,454
IT & Office Equipment	100,000	1,168	0	0	0	0	0		20,234	20,000
Tourism & Area Promotion	0	0	0	0	0	0	0		101,168	100,000
HACC	0	0	0	590,812	0	0	0		590,812	0
CHCP	0	0	0	93,178	0	0	0		93,178	0
	<b>4,167,798</b>	<b>50,000</b>	<b>0</b>	<b>683,990</b>	<b>0</b>	<b>2,906,885</b>	<b>0</b>		<b>1,994,903</b>	<b>4,167,798</b>

**Note 9 - Year To Date Reserve Balance to End of Year Estimate**



**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 11: CAPITAL DISPOSALS AND ACQUISITIONS**

Cost	Actual			Current Budget This Year				Variance (Under)/Over
	Accum Depr	Proceeds	Profit (Loss)	Original Budget	Revised Budget	YTD Budget	Actual	
\$	\$	\$	\$	\$	\$	\$	\$	\$
48,784	4,063	35,455	(9,266)	40,000	40,000	40,000	35,454.55	(4,545)
35,684	3,568	24,628	(7,487)	27,000	27,000	27,000	24,628.41	(2,372)
29,655	2,470	16,818	(10,367)	20,000	20,000	20,000	16,818.18	(3,182)
			0	10,000	10,000	0	0.00	0
			0	14,000	14,000	0	0.00	0
31,116	3,896	22,349	(4,870)	27,500	27,500	27,500	22,349.45	(5,151)
32,995	6,992	20,000	(6,003)	20,000	20,000	0	0.00	0
25,455	5,307	16,364	(3,784)	18,000	18,000	18,000	20,000.00	2,000
19,913	4,315	11,364	(4,234)	20,000	20,000	20,000	16,363.64	(3,636)
			0	20,000	20,000	20,000	11,363.64	(8,636)
			0	0	0	0	0.00	0
21,588	1,975	14,744	(4,869)	16,500	16,500	16,500	14,743.64	(1,756)
			0	14,000	14,000	0	0.00	0
<b>245,188</b>	<b>32,587</b>	<b>161,722</b>	<b>(50,880)</b>	<b>247,000</b>	<b>247,000</b>	<b>189,000</b>	<b>161,721.51</b>	<b>(27,278)</b>

Comments - Capital Disposal

Contributions Information				Summary Acquisitions				
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
	\$	\$	\$	\$	\$		\$	\$
0	0	0	0	0	0	0	0	0
0	0	0	0	1,247,879	1,247,879	15,000	52,398	37,398
0	0	0	0	589,848	589,848	297,252	467,435	170,183
0	0	0	0	63,000	63,000	20,000	0	(20,000)
0	0	0	0	459,252	459,252	114,813	0	(114,813)
0	0	0	0	50,000	50,000	12,500	0	(12,500)
0	0	0	0	50,000	50,000	0	2,262	2,262
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	1,308,472	1,308,472	342,472	185,791	(156,681)
0	0	0	0	3,768,451	3,768,451	802,037	707,886	(94,151)

Comments - Capital Acquisitions







Contributions				Current Budget						
Grants	Reserves	Borrowing	Total	This Year						
				Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over		
\$	\$	\$	\$	\$	\$	\$	\$	\$		
				25,000	25,000	0	0	0	0	↑↑↑
				10,000	10,000	0	0	0	0	↑↑↑
				8,000	8,000	0	0	0	0	↑↑↑
				20,000	20,000	20,000	20,000	0	0	↑↑↑ ▼
0	0	0	0	63,000	63,000	20,000	20,000	0	0	(20,000)
				<b>Totals</b>	<b>63,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>(20,000)</b>

**Furniture & Equipment**

OTHGOV - Capital Furniture & Equipment  
 Corporate Additional Server  
 CHCP - Furniture & Equipment (Capital)  
 Mobile Works Solution (HACC)  
 LIB - Building (Capital)  
 Library Front Counter  
 Library Solar Power & Heating

Contributions				Current Budget					
Grants	Reserves	Borrowing	Total	This Year					
				Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over	
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
				11,600	11,600	2,900	0	(2,900)	▼
				30,740	30,740	7,685	0	(7,685)	▼
				15,600	15,600	3,900	0	(3,900)	▼
				19,600	19,600	4,900	0	(4,900)	▼
				18,700	18,700	4,675	0	(4,675)	▼
				12,800	12,800	3,200	0	(3,200)	▼
				14,400	14,400	3,600	0	(3,600)	▼
				35,380	35,380	8,845	0	(8,845)	▼
				60,900	60,900	15,225	0	(15,225)	▼
				26,680	26,680	6,670	0	(6,670)	▼
				28,220	28,220	7,055	0	(7,055)	▼
				184,632	184,632	46,158	0	(46,158)	▼
				0	0	0	0	0	↑↑↑
				0	0	0	0	0	↑↑↑
	0	0	0	459,252	459,252	114,813	0	(114,813)	↑↑↑

**Roads**

**ROADC - Roads (Capital) - Council Funded**  
 Earl Street - Renewal (Local)  
 Daglish Road - Renewal (Local)  
 Falcon Street - Renewal (Local)  
 Jersey Street - Renewal (Local)  
 Fathom Street - Renewal (Local)  
 Francis Street - Renewal (Local)  
 Dellar Street

**ROADC - Roads (Capital) - Roads to Recovery**  
 Grant Street  
 Grant Street  
 Grant Street  
 Grant Street

**ROADC - Roads (Capital) - Regional Road Group**  
 Forrest Street (Renewal) - RRG

**ROADC - Roads (Capital) - Black Spot**

**ROADC - Roads (Capital) - Flood Damage**

**Totals**

Contributions				Current Budget				
Footpaths				This Year				
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	\$
			0	50,000	50,000	12,500	0	(12,500) ▼
				ROADC - Footpaths (Capital) Footpaths (Capital) - (SPARE)				
0	0	0	0	50,000	50,000	12,500	0	(12,500)
				<b>Totals</b>				

Contributions				Current Budget				
Drainage				This Year				
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	YTD Budget	Actual	Variance (Under)Over
\$	\$	\$	\$	\$	\$	\$	\$	\$
			0	50,000	50,000	0	0	0 ↑↑↑
			0	0	0	0	2,262	2,262 ▲
				ROADC - Drainage (Capital) Drainage Works Drainage - Mokine Road				
0	0	0	0	50,000	50,000	0	2,262	2,262
				<b>Totals</b>				

Contributions				Current Budget				
Grants	Reserves	Borrowing	Total	Original Budget	Revised Budget	This Year		Variance (Under)/Over
						YTD Budget	Actual	
\$	\$	\$	\$	\$	\$	\$	\$	\$
				108,872	108,872	108,872	1,800	(107,072)
				11,000	11,000	11,000	4,039	(6,961)
				50,000	50,000	0	0	0
				50,000	50,000	0	1,219	1,219
				8,600	8,600	8,600	0	(8,600)
				6,500	6,500	6,500	1,720	(4,780)
				20,000	20,000	20,000	0	(20,000)
				400,000	400,000	0	0	0
				0	0	0	0	0
				10,000	10,000	0	6,421	6,421
				30,000	30,000	0	14,862	14,862
				11,000	11,000	0	0	0
				25,000	25,000	25,000	5,440	(19,560)
				60,000	60,000	60,000	66,218	6,218
				7,500	7,500	7,500	0	(7,500)
				35,000	35,000	0	0	0
				10,000	10,000	0	0	0
				16,000	16,000	0	3,973	3,973
				334,000	334,000	0	0	0
				35,000	35,000	35,000	67,427	32,427
				10,000	10,000	0	4,558	4,558
				40,000	40,000	40,000	0	(40,000)
				20,000	20,000	20,000	1,317	(18,683)
				10,000	10,000	0	6,798	6,798
0	0	0	0	1,308,472	1,308,472	342,472	185,791	(156,681)

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 12: TRUST FUND**

Not included in this statement are as follows:

Trust Items	Opening Balance 1-Jul-15	Amount Received	Amount Paid	Closing Balance 30-Nov-15
	\$	\$	\$	\$
DoT Licensing	0	0	0	0
TransWA	0	0	0	0
Councillor Nomination Fees	0	320	(320)	0
Cultural Development	4,820	0	0	4,820
Public Open Space Bonds	49,560	0	0	49,560
Trust Other	250	250	0	500
Crossover/Footpath	8,150	2,050	0	10,200
Town Hall Facility Bonds	3,175	1,325	(1,325)	3,175
Musical Society	300	0	0	300
Narrogin Abbatoir Committee	480	0	0	480
Meat Inspection	1,990	0	0	1,990
	68,725	3,945	(1,645)	71,025

**TOWN OF NARROGIN**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 NOVEMBER 2015**

**Note 13: INFORMATION ON BORROWINGS**

Debtenture Repayments	Principal 1-Jul-15		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			2015-16		2015-16		2015-16		2015-16	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Governance</b>										
Loan 125 - Corporate Software & Server Upgrade	136,333	0	0	0	43,952	0	92,381	136,333	4,177	(394)
Loan 128 - Administration Building Upgrade	0	450,000	0	0	0	0	450,000	0	0	0
<b>Recreation &amp; Culture</b>										
Loan 121B - Narrogin Regional Recreation Complex	398,598	0	0	0	41,157	13,464	357,441	385,134	21,314	6,422
Loan 126 - Town Hall Renovations	233,370	0	0	0	25,420	0	207,950	233,370	8,765	(776)
<b>Economic Services</b>										
Loan 124 - Commercial Property	65,323	0	0	0	24,983	0	40,340	65,323	3,532	(11)
Loan 127 - Industrial Land Purchase	159,841	0	0	0	9,297	0	150,544	159,841	7,058	(99)
	993,465	450,000	0	0	144,809	13,464	1,298,656	980,001	44,846	5,142

(SS) Self supporting loan financed by payments from third parties.  
(SAR) Self Supporting Loan where financed by combination of Specified Area Rate and payment from third parties.  
All other loan repayments are to be financed by general purpose revenue.



8.10 pm - Mr Seale departed Chambers and did not return

## **10.2.177      EXPRESSIONS OF INTEREST TO LEASE COUNCIL PROPERTY FOR CROPPING OR RURAL PURSUIT**

**File Reference:** 30.3.1  
**Disclosure of Interest:** Nil  
**Applicant:** Shire of Narrogin  
**Previous Item Nos:** Nil  
**Date:** 9 December 2015  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

Correspondence received by the Shire of Narrogin.

### **Summary**

It is presented to Council to call for expressions of interest to lease the properties being Lot 205 Mokine Road and Part Lot 8 Clayton Road.

### **Background**

Council has recently acquired the parcels of land being Lot 205 Mokine Road and Part Lot 8 Clayton Road. Letters of request to lease these parcel for cropping purposes has been received by the Narrogin Hockey Club and the Hawkes Football Club.

### **Comment**

It is presented for Council to authorise the calling for expressions of interest for the two parcels of land listed above by community groups to crop the area and utilise this as a fund raising exercise.

For Council to facilitate a lease it would seem pertinent to call for expressions of interest as soon as possible with the closing date being in late January 2016. Once the applications are received Council can assess each interest on its merit and award the ability to crop the area for fundraising purposes.

It is proposed that the lease for one or both of the areas to one or more groups be for a period of two years. At the conclusion of this period if the area is not to be utilised by Council then another calling for expressions of interest can be made.

The applicants will need to nominate which parcel, being one or both, and what financial payment they will make to Council. In many instances this is a percentage payment of the net profit. The applicant is to also nominate the purposes and actions taken on the land including ensuring that the land does not depreciate in sustainability and they need to nominate a primary and secondary contact to resolve any issues.

Council, in considering and assessing these applications, will need to make a determination at the first meeting in February 2016 whereby the land will be disposed of by way of lease to the applicant and the sections of the Local Government Act will need to be followed.

#### **Consultation**

- Mr Geoff McKeown Ex CEO of the Shire of Narrogin

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

This item allows for the potential financial development of one or two community groups to be able to fundraise additional monies to assist in making the group more financial sustainable.

#### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 1215.218 and Officer,s Recommendation</b>
---

**Moved: Cr Schutz**

**Seconded: Cr Ward**

That Council:

Authorise the calling of Expressions of Interest from community groups for the potential leasing, for a period of up to two years, of Lot 205 Mokine Road and or Part Lot 8 Clayton Road for the purpose of raising funds for their group by way of cropping or farming pursuits.

**CARRIED 8/0**

## REQUEST TO LEASE COUNCIL LAND

In 2015 the Shire and Town agreed to lease land at the Narrogin Airport to the Narrogin Hawks Football Club to allow the Club to raise funds from a cropping programme. The lease runs through to the 30<sup>th</sup> April 2016. The Club also agree to contribute 20% of the net proceeds of the crop back to the local governments.

At the time of leasing this land, the previous owner Bill Moore also asked to lease the land. As his request was received after agreeing to a lease with the Club, it could not be considered. An arrangement was agreed with the Club that Mr Moore could run some stock on the block after the crop was removed. This has suited Mr Moore who leases land on the east side of the Airport, where he can move stock to his main farm west of the Airport, utilising the councils' block in between.

The Narrogin Hawks Football Club has now asked to lease the land for next year's cropping programme.

Similarly, the Upper Great Southern Hockey Association has asked to lease the land south of the Industrial Area for cropping. This block is more problematic for cropping and may not be suitable due to the high input costs and small arable area.

At the Shire's last Meeting it was resolved to advertise the land for lease to ensure other groups have an opportunity. See attached extract. Suggest the Town do the same.

**9.A.389 LEASE OF COUNCIL PROPERTY**

OR-COUNC

**Author**

Geoff McKeown – Chief Executive Officer

**Disclosure of Interest**

Nil

**Background**

Correspondence has been received from the Upper Great Southern Hockey Association Inc. and the Narrogin Hawks Football Club seeking approval to access the properties owned by the Shire and Town, south of the light industrial area and adjacent to the Narrogin Airport respectively. The sporting groups wish to raise funds from community cropping ventures.

The Narrogin Hawks Football Club successfully cropped the land adjacent to the airport this year.

**Comments**

Give the interest from these groups it would be appropriate to consider whether the opportunity should be offered more widely and seek interest from any other groups in the community.

It is important to be aware that the leasing of property owned by a local government is governed by provisions contained in the *Local Government Act 1995* and *Local Government (Function and General) Regulations 1996*. To lease property to an individual, outside a public tender, involves a process where the public can make submissions and the details of the disposition are publicised. However, the regulations do allow for the disposition of property to a recreational or sporting organisation without going through this process.

A decision to proceed to invite expressions of interest must have the support of the Town of Narrogin.

**STATUTORY ENVIRONMENT:**

**Local Government Act and Local**

**Government (Functions and General) Regulations**

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STRATEGIC IMPLICATIONS:**

Nil

**Recommendation**

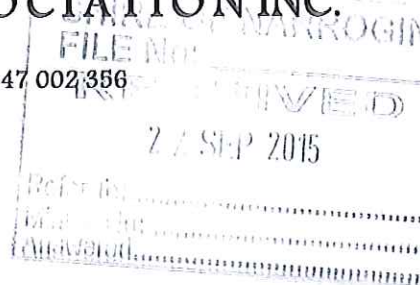
That Council invite expressions of interest from sporting and community groups wishing to lease land, being Lot 205 Mokine Road and Part Lot 8 Clayton Road, for the purpose of community cropping ventures, subject to receiving support from the Town of Narrogin to proceed.

**VOTING REQUIREMENTS: Simple Majority**



UPPER GREAT SOUTHERN  
HOCKEY ASSOCIATION INC.

ABN: 12 547 002 356



Seniors

PO Box 240

Narrogin WA 6312

ugshockey@westnet.com.au

Phone / Fax: (08) 9881 1851

Juniors

PO Box 302

Narrogin WA 6312

ugshajuniors@westnet.com.au

Dear Geoff,

As you aware, the Upper Great Southern Hockey Association (UGSHA) is interested in leasing the block of land on Mokine Road, owned by the Shire of Narrogin.

Our intention with the land is to run it as a community cropping venture with all inputs volunteered through the UGSHA membership and all profits returned to the UGSHA for infrastructure improvements (possible projects are the kitchen expansion, construction of change rooms and the eventual replacement of the playing surface).

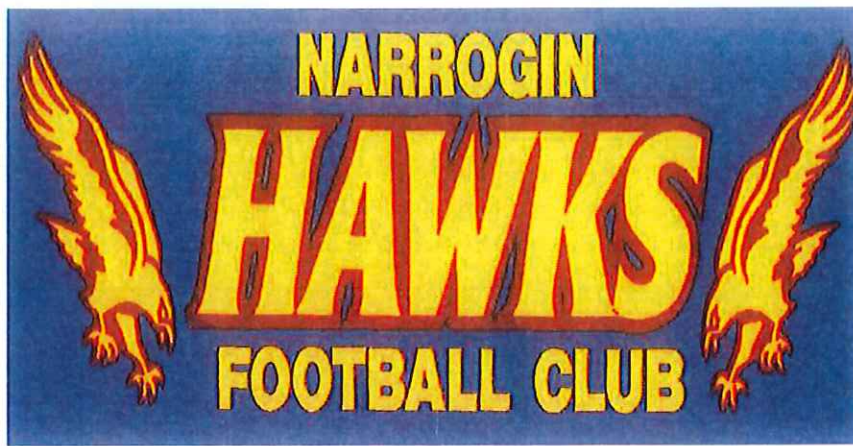
If possible, we would like the opportunity to crop the land for the 2016 growing season. A successful crop next year would require us to spray top the land in the very near future to eliminate weeds. We are therefore hoping to secure a lease agreement with the Shire ASAP. An indication of the possible length of tenure would be appreciated as this will dictate the management of the land.

We hope you look favourably upon our request and that an agreement can be reached that suits both parties. Please contact Mark Regan, President of the UGSHA, on 0417188440 to further discuss this proposal if required.

Yours sincerely,

Claire Coffey  
Secretary of UGSHA  
0439699200

22 September 2015



Dear Geoff,

On behalf of the Narrogin Hawks Football club I would like to make a request to renew the Lease of the land at the Narrogin Airport site. This was our first year utilising this site and by all reports it was quite a successful crop that was used as hay.

As per our discussion all money raised from this Lease will be used in upgrades for the building. The club itself can do with a serious facelift so having some money coming in to aid us in this project is of serious benefit.

Once again Thankyou and the Shire/Town of Narrogin for allowing us to Lease this plot of land and all the support you have given our Club. If you have any queries please contact me on 0727 478 833 or email [craig.andrew@brookfieldrail.com](mailto:craig.andrew@brookfieldrail.com)

Yours Sincerely

Craig Andrew

President

8.11pm - Mr Cook declared an interest in the following agenda item and departed chambers.

## **10.2.178 SUBSIDY OF PROTECTIVE BEHAVIOURS SEMINAR**

**File Reference:** 2.10.1  
**Disclosure of Interest:** Mr Cook – Through Persons Closely Associated  
**Applicant:** Mrs Jo Cook – School Health Nurse  
**Previous Item Nos:** Nil  
**Date:** 9 December 2015  
**Author:** Mr Colin Bastow – Director of Corporation and Community Services

### **Attachments**

- Letter from Mrs Jo Cook requesting fee reduction to host a Protective Behaviours Seminar.

### **Summary**

It is requested to waive the fees for the hall hire to facilitate the proposed Protective Behaviours Seminar planned for 16 March 2016.

### **Background**

The letter attached provides the required background information and links to additional information.

### **Comment**

Presented to Council is a request to waive the fees for the John Higgins Centre to host a proactive seminar based on educating the attendees on Protective Behaviours.

Council in the past has supported similar events by providing a donation to the event to cover the cost of the hire of the facility other than the expense of cleaning as this is a direct cost to Council. In return for supporting the event acknowledgement of the Town's support is required on promotional material and signage during the seminar.

As the Centre is now facilitated by the YMCA this is a charge that is not levied by Council; however, the donation of an amount from the Town to the seminar does minimally affect the overall performance of the YMCA and potentially effects the yearly subsidy paid by Council to the YMCA for the facilitation of the Centre.

As such it is presented to Council that a donation to the event in the amount of \$150.00 be made so that the applicant is required to pay \$60 in cleaning.

### **Consultation**

Nil

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

The donation is covered within the adopted budget.

**Strategic Implications**

The facilitation of seminars promoting the protective health of minors is felt to be a topic that should be supported and promoted across all facets of the community.

**Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 1215.219 and Officer,s Recommendation</b>
---

**Moved: Cr Paternoster**

**Seconded: Cr Schutz**

That Council:

Make a donation of \$150.00 to the hire of the John Higgins Centre for the facilitation of the Protective Behaviours Seminar on 16 March 2016. Subject to the applicant making a payment of \$60.00 to cover the cost of cleaning the centre and the Town of Narrogin must be noted as a sponsor of the event on promotional material and display the Town's signs during the seminar.

**CARRIED 8/0**





Government of Western Australia  
WA Country Health Service

Aaron Cook  
CEO Town of Narrogin  
89 Earl Street  
Narrogin WA 6312

9<sup>th</sup> December 2015

Dear Mr Cook,

I'm Jo Cook, School Health Nurse at Narrogin Primary and St Matthews Schools, I work out of Primary Health. I am very keen to ask Protective Behaviours WA to come to Narrogin and give our Community the tools we need to help our children keep themselves safe when we (parents/carers) aren't around. The purpose of this email is to request the hire of the John Higgins Centre for free, to help bring this essential workshop to Narrogin from Perth. The proposed date is the 16<sup>th</sup> of March 2016. We would like to hold two sessions. The first would be 12.00 to 2.30pm for the whole community, the content of this workshop will primarily be aimed at Aboriginal Families. The second session would be held at 6.30 to 9pm, this workshop will also be for the whole community, it will have a broader scope to include all Families.

The purpose of this workshop is to establish a whole of community approach towards prevention and education on child sexual abuse. This workshop will foster community partnerships on this issue through working with key stakeholders and the Narrogin Early Years Network, to actively promote and encourage engagement across a variety of sectors, including schools and parents. This strategy will ensure that the benefits will long continue once the workshop is complete.

These are the three main topics that will be presented at the workshop;

1. To provide parents and carers with a basic understanding of child sexual abuse and other unsafe situations.
2. To provide specific personal safety training skills, techniques and examples to use with our children.
3. To lesson parents anxiety about your children's safety, so you can allow them the freedom of movement they need as they grow up.

Parents will be given a handbook with activities for them to do with their children at home.

I have also put the request out to Amity Health and the Narrogin Child Health Committee, they are both keen contribute financially to the Workshop and would like to partner the venture with the Town of Narrogin.

Please have a look at the following websites for more specific information regarding the presentation:

<http://www.protectivebehaviourswa.org.au/> <http://www.protectivebehaviourswa.org.au/parent-information>

I look forward to hearing from you. Kind Regards and Many Thanks

Jo Cook

Williams Road, Narrogin WA 6312

PO Box 477, Narrogin WA 6312

Tel: (08) 9881 0385 Facsimile: (08) 9881 0457

ABN: 28 680 145 816 <http://www.wacountry.health.wa.gov.au>

8.19 pm – Mr Cook returned to Chambers

## **10.2.179 PLAYGROUND INSTALLATION NARROGIN REGIONAL LEISURE CENTRE**

**File Reference:** 26.3.4  
**Disclosure of Interest:** Nil  
**Applicant:** Narrogin Child Health Centre (Inc)  
**Previous Item Nos:** Nil  
**Date:** 9 December 2015  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

- Letter from the Narrogin Child Health Centre (Inc) (NCHC).
- Design of the proposed playground.

### **Summary**

It is presented to Council to consider the approval of installing a playground in the grassed area next to the Hockey Pavilion on the northern side.

### **Background**

The NCHC met with the author and Mayor on site several months ago to discuss the potential of this project progressing. At this stage designs were not available but the concept was presented and it felt that this would be a suitable use of the area.

### **Comment**

The NCHC approached the author with the proposal to construct a playground on the northern side of the Hockey Pavilion at the Narrogin Regional Leisure Centre (NRLC). This project is to provide an area for children to play in safety and within a controlled area.

The area is heavily utilised by the sporting community and warming-up by hockey youth. Due to this usage, the area struggles to cope with maintaining a grass cover so looks messy and unkempt.

The provision of the playground will greatly improve the aesthetics of the area and will increase general safety and breakages at the NRLC by forcing the warm up of hockey players to be in an area with less people walking through.

The playground presented in the attached plan is static, in that there are no swings or other moving parts to wear, which increases the safety of uses in a confined space and limits the ongoing maintenance liability. The letter clearly indicates that the area will be fenced and in the future, provision of shade sails. It would be expected that shade sails would be presented to Council for approval prior to any works being committed to.

I have requested that the NCHC advise if consultation with the Hockey and Netball Association and YMCA has been made for their support to the project. At the time of preparing this item a response has not been made.

If consultation has not been made it is proposed that Council consider the item's approval subject to the support being received by the Hockey, Netball and YMCA.

With the NCHC paying for the purchase, installation of the equipment, soft fall and fencing it is proposed that Council provide some concreting work to a small area next to the playground and take on the ongoing responsibility of the infrastructure for maintenance and replacement including insurance. This needs to be considered by Council as this will result in costs in the future and potential replacement liability in the longer term.

### **Consultation**

- Narrogin Child Health Centre – Mel Sprigg
- Mayor Ballard

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

The provision of the minor concreting works is estimated at being under \$1,000 and can be found within the current budget. However, the future potential replacement of the equipment including repairs will present as a financial liability in the future and it is suggested that Council prepare for this liability by ensuring that there is sufficient funds within the reserves for this when required in the future.

### **Strategic Implications**

The provision of a playground in this location is seen as a substantial upgrade to the area from what is currently provided. As such, may increase participation at the Leisure Centre.

### **Voting Requirements**

Simple Majority

**COUNCIL RESOLUTION 1215.220 and Officer,s Recommendation**

**Moved: Cr Schutz**

**Seconded: Cr Ward**

That Council:

Advise the Narrogin Child Health Centre committee that it approves the installation of the proposed playground on the northern side of the Hockey Pavilion, between the hockey pitch and the Leisure Centre. The playground, as advised, is to be installed with a fence surrounding the area, rubberised soft-fall installed and that all installations including the equipment must meet Australian Standards and installation to the Town's satisfaction.

Approval is subject to Council being provided correspondence from the Narrogin Hockey and Netball Associations and the YMCA that they approve and support the playground being constructed in this location. The applicant is also to be advised that any further development to the area, like shade sails, needs to be presented to Council for approval.

Accepts all future maintenance and replacement costs including insurance once formal acceptance and handover has occurred and the equipment and installation meets the requirements of the Town.

**CARRIED 8/0**

## The Narrogin Child Health Centre (Inc.)

---



PO Box 519  
NARROGIN WA 6312

Mr Aaron Cook  
Chief of Office  
Town of Narrogin  
Earl Street  
Narrogin WA 6312

Dear Mr Cook,

Following from our recent meeting held on Wednesday 12 August 2015, at the YMCA Leisure Centre about the vacant area between the hockey stadium and netball courts.

Our committee have sourced a design, attached with this letter, from Playmaster Pty Ltd a suitable playground proposed to be placed in the vacant area.

This playground covers the Child Health Committee's constitution and mainly covers our focus group of 0-5 year olds. This playground will be based with softfall, appropriately fenced and in the near future shaded.

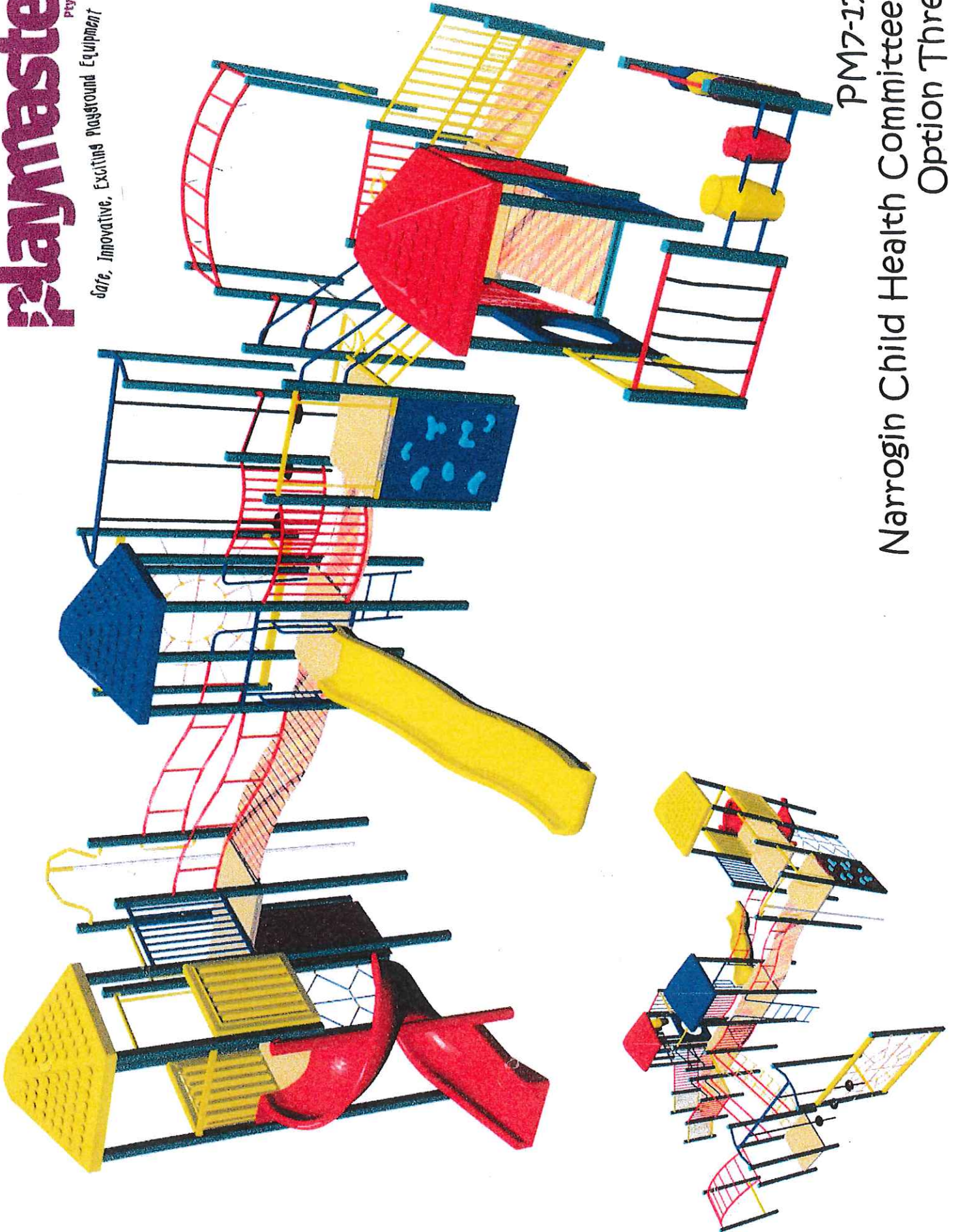
The committee is seeking written permission from you to proceed with this project in placing the playground in the vacant area with the assistance of local sporting groups and the committee in funding it.

We understand the Town of Narrogin is not in a financial position this financial year to provide funding to assist in the project though you mentioned that the assistance of extending the concrete paved area to the boundary of the fenced playground area is possible and taking on the general maintenance thereafter.

Look forward to hearing from you. Should you have any queries regarding this project, could you please contact Melanie Sprigg on 0418 953 930 or Jess White (President) on 0400 003 565 please.

Kind regards

Mel Sprigg on behalf of committee  
Narrogin Child Health Committee  
6 November 2015



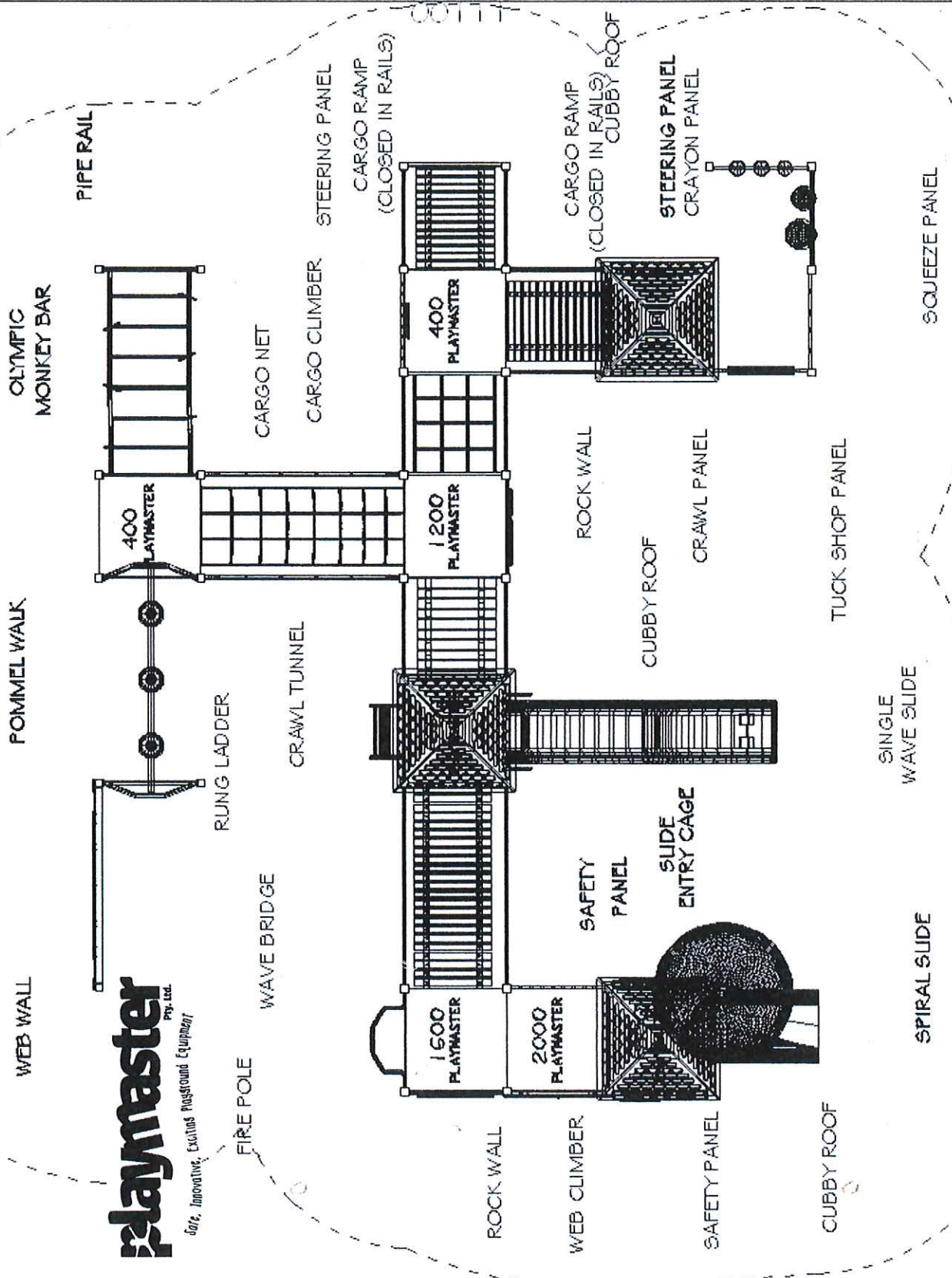
PM7-171  
Narrogin Child Health Committee –  
Option Three

12500

# Narrogin Child Health Committee

## Option Three - FM7-171

THIS DRAWING REMAINS THE PROPERTY OF PLAYMASTER. REPRODUCTION IS PROHIBITED WITHOUT WRITTEN CONSENT.



**Playmaster**  
 Safe, Innovative, Exciting Playground Equipment  
 Pty. Ltd.

## 10.2.180 LOGO ADOPTION

<b>File Reference:</b>	14.8.1
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Chief Executive Officer
<b>Previous Item Nos:</b>	Various
<b>Date:</b>	7 December 2015
<b>Author:</b>	Mr Aaron Cook – Chief Executive Officer

### Attachments

Final interpretations of Concept 2.

### Summary

The revised design of Concept 2 is presented for Council endorsement.

### Background

Council reviewed the design at the November meeting and endorsed the alternative proposal of Concept 2. This was then presented to the Town of Narrogin for their endorsement and there was some discussion regarding the depiction of the Town Hall and the Tag Line colour for the finalised formal logo.

After the Town's meeting work was progressed to obtain an alternative depiction of the Town Hall.

### Comment

Presented to Council is the revised alternative option of the Concept 2 with the updated depiction of the Town Hall. This was emailed to the Councillors of both the Shire and the Town and responses were received supporting the new depiction of the Town Hall and the orange tag line for the formal logo.

As such, due to this the logo, concept 2, is being represented for endorsement with the recommendation of the revised Town Hall and the Orange Tag Line for the formal logo. However, please note that the Tag Line can be removed and altered depending on the requirements of the use.

### Consultation

- Councillors of the Shire and Town
- Carolyn Thompson Executive Assistant Town of Narrogin
- Market Creations

### Statutory Environment

Nil

### Policy Implications

Nil



### **Financial Implications**

Nil

### **Strategic Implications**

The finalisation of the logo will allow officers to progress with purchasing new required signage required, stationery including letterheads and rate notices and many other tasks that are required to be performed. It is proposed that the Town of Narrogin will erect two banners on Williams Road displaying the new logo from January onwards.

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION 1215.221 and Officer,s Recommendation</b>
---

**Moved: Cr Ward**

**Seconded: Cr Fisher**

That Council:

Endorse the logo concept 2 alternative design including the revised depiction of the Town Hall and the orange tag line for the formal adopted logo of the new Shire of Narrogin from 1 July 2016.

**CARRIED 8/0**

Job No: EE82

Client: Shire of Narrogin

Logo - Orange



Shire of  
**Narrogin**  
*Love the life*



Shire of  
**Narrogin**  
*Love the life*

Please read and tick the corresponding box ✓

I have checked artwork detail for accuracy.

\*I acknowledge that whilst Market Creations endeavours to reproduce artwork detail as accurately as possible, it is the client's responsibility to check artwork detail for accuracy.

\*I acknowledge that whilst Market Creations endeavours to reproduce colours as accurately as possible, variables in the printing process will cause shift from the colours represented by a colour swatch or digital print out to the actual commercially printed article.

Client Signature \_\_\_\_\_

Date \_\_\_\_\_

8.42 - Cr Kain declared an interest in the following item and departed chambers.

## **10.2.181 AUSTRALIA DAY 2016 PREMIER,S ACTIVE CITIZENSHIP AWARDS**

**File Reference:** 2.1.1  
**Disclosure of Interest:** Nil  
**Applicant:** Not Applicable  
**Previous Item Nos:** 1213.250, 10.2.381  
**Date:** 8 December 2015  
**Author:** Susan Guy Manager Leisure & Culture

### **Attachments**

- Premier's Australia Day Active Citizenship Award Nominations (to be provided to Councillors at the Monthly Information Meeting on 15 December 2016)

### **Summary**

Council is requested to vote for the winner of the Premier's Australia Day Active Citizenship Award in each of three categories.

The Premier's Australia Day Active Citizenship Awards focus on community contribution and participation rather than personal achievement. They are run in many Councils around the State as a joint initiative of the Australia Day Council of Western Australia, the Western Australian Local Government Association (WALGA) and the Office of Premier and Cabinet.

### **Background**

The Town of Narrogin for some years has adopted the awards program and calls for the local community to nominate an inspiring community member or group from Narrogin for an award to be presented at a ceremony on Australia Day - 26 January. There are three award categories which highlight active citizenship, outstanding contribution to the local community and Australian pride and spirit.

The Award categories are as follows:

- outstanding community contribution by a local citizen;
- outstanding community contribution by a local citizen under 25 years of age; and
- outstanding community contribution by a local group or community event.

### **Comment**

Nominations for the Premier's Australia Day Active Citizenship Awards closed on 27 November this year. It is noted that the Town's Australia Day Committee last met on 26 October this year and is not due to meet again until 18 January 2016 and as such the Committee has not viewed the nominations for this year. (This practise of the Committee firstly viewing nominations and then recommending to Council to vote, has been in place for the last two years). The call for nominations commenced in late September and was made via the

Town's Facebook Page and website, the Town's slide show presentation at reception, as well as advertising in the Observer, placing Australia Day Council posters on local noticeboards and distributing to the library and NRLC. Despite this, the Town received only two nominations and unfortunately one of these was ineligible as it was a school and does not fall into any of the above categories. Given this, Award nomination forms for Australia Day 2014 and 2015 have been circulated at the Monthly Information Session immediately prior to this Council meeting. Councillors are requested to consider nominees who did not receive an award in these past two years and vote for a winner for each of the above categories, having first reviewed (but not discussed) those nominations.

### **Consultation**

- Aaron Cook CEO

### **Statutory Environment**

Nil.

### **Policy Implications**

Nil.

### **Financial Implications**

Nil

### **Strategic Implications**

Nil.

### **Voting Requirements**

Simple Majority

<b>OFFICER,S RECOMMENDATION</b>
---------------------------------

### **That Council:**

1. Award the Australia Day, "outstanding community contribution by a local citizen" to \_\_\_\_\_.
2. Award the Australia Day, "outstanding community contribution by a local citizen under 25 years of age"; to \_\_\_\_\_
3. Award the Australia Day, "outstanding community contribution by a local group or community event" to...\_\_\_\_\_.

**COUNCIL RESOLUTION 1215.222**

**Moved: Cr Schutz**

**Seconded: Cr Fisher**

That Council:

1. Award the Australia Day, "outstanding community contribution by a local citizen" to Rodney Johnson.
2. Award the Australia Day, "outstanding community contribution by a local citizen under 25 years of age"; to (no nomination received).
3. Award the Australia Day, "outstanding community contribution by a local group or community event" to The Nutty Mob.
4. Withhold the names of the recipients until after Australia Day.

Winners names will be inserted into minutes 'as amended' on 9 February 2016.

**CARRIED 7/0**

Please note that Council amended the resolution to include point 4 in order to withhold the names of the recipients until after the 2016 Australia Day event on 26 January to retain the element of surprise, however the Town will advise the nominators of the finalists closer to the date to allow friends and relatives to be present when the Awards are presented at the Australia Day ceremony.

8.50pm – Cr Kain returned to Chambers

**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**

The Mayor asked Councillors that their participation and assistance at the Australia Day Ceremony on 26<sup>th</sup> January at the John Higgins Centre would be gratefully appreciated.

**13. CLOSURE OF MEETING**

8.54pm – Meeting Closure