



# SHIRE OF NARROGIN

## ORDINARY COUNCIL MEETING 18 FEBRUARY 2016

### MINUTES

These minutes were confirmed at the Ordinary Council Meeting held on 17 March 2016

Signed: ..... Date .....

(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

## 18 FEBRUARY 2016

### 1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

9.30am –President Chadwick declared the meeting open.

### 2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED AND DECLARATION OF INTEREST BY ELECTED MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

Cr Richard Chadwick – Shire President  
Cr Geoff Ballard – Deputy Shire President  
Cr Tim Wiese  
Cr Keiran Quartermaine  
Cr Barry Hardie  
Cr Janice Sieber  
Cr Andrew Borthwick

#### **Staff**

Mr Aaron Cook – Chief Executive Officer  
Mr Torre Evans – Shire Executive Officer

#### **Members of the Public**

Mrs Filipa Walmsley

Cr Hardie declared an interest in item 9.A.402. The nature of the interest was financial.

President Chadwick declared an interest in item 9.A.402. The nature of the interest was financial.

Cr Wiese declared an interest in item 9.A.402. The nature of the interest was financial.

Cr Borthwick declared an interest in item 9.B&TP.211. The nature of the interest was a proximity interest.

Cr Quartermaine declared an interest in item 9.B&TP.212. The nature of the interest was a proximity interest.

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

The following questions from Mr Vukomanovic were taken on notice at the Ordinary Council meeting held 17 December 2015.

Questions to the Narrogin Shire Council at the Meeting 17 December 2015

1. Will the Narrogin Shire Council notify us when there is no longer a threat of obnoxious developments, such as, but not limited to, the proposed regional dump in close proximity to our property and only place we can build a house?
2. Will Narrogin Shire Council members, before and after amalgamation, resolve to fully and openly reveal moves to NAG and other interested parties, including people to be most impacted, of any moves or proposal on a regional dump?
3. Will members of Council resolve to engage in community consultation with groups such as ours and affected people, before ratepayer taxes are expended?
4. Will members of Council embrace the significance of our state native emblem, the numbat, Dryandra Woodlands and importance of preserving and protecting native habitat?
5. Given the enthusiasm members of council have had for pushing this proposal through are there now any council members willing to site such a proposal on their property, even at their front gate? However given the large sizes of some council member properties it need not be located anywhere near any house.
6. I would like to request that council members consider before they make plans and decisions and ask themselves "would I want this at my door or close proximity to my family"? Is there a resolve to do this?
7. It has been about a year since we were told just before Christmas of this proposal and certainly my respect and confidence in local government and other levels of government has declined due to the actions of these.

A respected professional person has remarked that democracy is fragile and any disrespect for people and the use of power to push through executive agenda is indeed a real threat to our democratic system. Can council assure me that there is a resolve to engage and respect all ratepayers, their families, concerns in a real human way rather than just say "we are following process"?

8. Can I ask each of you to consider if the actions you take that impact others on any matter, you are willing to bear that same impact on yourselves, and if not why not?
9. The community is in my view greatly outraged at many of the late environmental decisions forced upon them in several different localities and levels of government.

My question and challenge to the Narrogin Shire Council and the soon to be organised combined council and town, are you prepared to take the lead as some bodies have indicated they will, to be the most open fair and seen to be just government in the state?  
Thank you for your time Peter Vukomanovic

A response was provided in writing to Mr Vukomanovic on 23 December 2015 from the Chief Executive Officer as follows:

OCR151200-14.8.2

Aaron Cook

MR P VUKOMANOVIC  
44 FURNIVAL STREET  
NARROGIN WA 6312

Dear Peter

Thank you for your questions presented in writing at the Council meeting held on the 17 December 2015.

I provide the following responses to your questions presented:

- 1) As per the decision at the Council meeting held on the 17 December 2015 the Regional Waste Group will not be progressing with the Development Application with the Shire of Cuballing for the Nebrikinning Site.
- 2) As per the requirements of the State Government the Regional Waste Group will liaise with any affected landowners who may be affected by the location of a newly proposed regional waste site.
- 3) As is stated above the Regional Waste Group and the affected Council will consult with any affected parties in the future; however, how this communication occurs is directed by the State and commercial in confidence negotiations.
- 4) The Shire of Narrogin acknowledge the significance of all endangered species.
- 5) As this is an administrative letter I am not able to speak for all of the Councillors.
- 6) Councillors within their role consider the whole community and how persons, the environment and economic impacts against the benefits of the proposal. It must be stated that this type of decision needs to be made and not every resident may be pleased but the decision is made for the benefit of all community members.
- 7) This is a statement and not a question.
- 8) As stated in point 6, Councillors are elected to take into consideration all community members, the environment and economic impacts prior to making any decision.
- 9) In regards to this last point the Shire of Narrogin endeavours to be open and transparent and although disappointing that you feel that good communication was not provided in this matter the Shire will continue to be open and accountable for its actions.

Should you require any additional information regarding the answers provided above please contact myself at the Shire administration centre on 9881 1866.

Yours sincerely

**Aaron Cook**  
**Chief Executive Officer**

#### **4. PUBLIC QUESTION TIME**

9.33 am – Public Question time commenced

##### **Mrs Filipa Walmsley - Narrogin**

1. Summary of Question

Can Council please advise what was discussed at the recent meeting of the Great Southern Waste Group and are there other sites being investigated?

Summary of Response

The CEO responded that the minutes have not been released and to contact the Shire of Wagin as the managing entity. The group are conducting further investigation and costings into other options.

9.35 am – The President declared Public Question Time closed and noted that no questions have been taken on notice.

#### **5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### **6. CONFIRMATION OF MINUTES**

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
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**Moved: Cr Quartermaine**

**Seconded: Cr Ballard**

That Council:

Accept the minutes of the Ordinary Council Meeting held on 17 December 2015 and be confirmed as an accurate record of proceedings.

**CARRIED 7/0**

#### **7. ANNOUNCEMENTS BY THE PRESIDENT AND COUNCILLORS**

Cr Sieber – Attended the Australia Day Committee follow up meeting and reported that Councillors who are on this Committee will remain until the Commissioner period is finished. Cr Sieber also attended the Dryandra Country Visitors Centre meeting and reported on the Grant application for the upgrade is being completed

Cr Borthwick – attended the Australia Day celebrations at the John Higgins Centre.

Cr Wiese – attended the December Board Meeting of Narrogin Cottage Homes at which there were discussions regarding the Dementia Wing. Cr Wiese also attended the Australia Day ceremony, Merger Transition Meeting, Highbury District Council meeting at which Anzac Ceremony on 17 April was considered. Councillor Wiese raised concerns over 'Evacuation of Highbury' policy and reported that firebreaks need work

on southwest corner of oval between Highbury West Road and Blight Road. Cr Wiese also asked for an update on the Fire Truck and Fire Shed.

President Chadwick – reported that the Australia Day celebrations went off well and that Geoff McKeown’s award was well received. President Chadwick also attended the Merger Transition meeting which is progressing well. He also reported that an application for a Fuel card from FESA has been submitted and he also attended a FESA meeting regarding risk management.

## 8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

## 9. MATTERS WHICH REQUIRE DECISIONS

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## COUNCIL RESOLUTION

**Moved: Cr Wiese**

**Seconded: Cr Ballard**

That Council:

Adjourn for 15 minutes

**CARRIED 7/0**

10.30 am – Meeting adjourned for 15 minutes

10.45 am – Meeting Resumed.

## 9. MATTERS WHICH REQUIRE DECISIONS

### 9.F FINANCE

#### 9.F.288 PAYMENTS FOR ENDORSEMENT – DECEMBER 2015

<b>File Reference:</b>	12.1.1
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Nil
<b>Previous Item Nos:</b>	Nil
<b>Date:</b>	5 February 2016
<b>Author:</b>	Mr Aaron Cook

#### Attachments

- List of Accounts for Endorsement – December 2015

#### Summary

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

#### Consultation

Nil

**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 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Quartermaine**

**Seconded: Cr Hardie**

That Council:

- 1) Endorse the cheques paid under delegated authority 21837 and 21838 totalling \$824.20.
- 2) Endorse for payment the list of "creditors to be paid" totalling \$498,409.90 including the electronic payments that have been processed totalling \$344,014.79 and Salaries and Wages totalling \$154,395.11.
- 3) Grand total of payments to be made for December 2015, \$498,914.10 plus trust transfer of \$320.00.

**CARRIED 7/0**



**LIST OF ACCOUNTS DUE BY COUNCIL SUBMITTED TO THE FINANCE COMMITTEE MEETING HELD  
ON THE EIGHTEENTH DAY OF FEBRUARY 2016 FOR CONFIRMATION IN RESPECT OF ACCOUNTS  
ALREADY PAID, OR FOR AUTHORITY TO PAY THOSE UNPAID**

DATE	CHQ NUMBER	NAME	PARTICULARS	TRUST FUND	MUNI FUND
<b>ACCOUNTS PAID BY DELEGATED AUTHORITY</b>					
17/12/2015	844	BG Hardie	Refund Nomination Deposit	80.00	
	845	TR Wiese	Refund Nomination Deposit	80.00	
	846	JM Sieber	Refund Nomination Deposit	80.00	
	847	RE Chadwick	Refund Nomination Deposit	80.00	
	21837	Department of Planning & Infrastructure	Shire Number Plates 1964NO		200.00
	21838	Shire of Narrogin	Petty Cash Recoup		304.20
	<b>TOTAL:</b>			<b>320.00</b>	<b>504.20</b>
<b>DIRECT DEBIT PAYMENTS FOR OTHER EXPENSES</b>					
DATE	NAME	PARTICULARS	AMOUNT		
1/12/2015	ANZ Bank	Merchant Fees for November 2015	145.01		
1/12/2015	ANZ Bank	Month Account Service Fee for November 2015	30.00		
1/12/2015	Westnet	Home Internet for Geoff McKeown (Reimbursed by the Shire of Williams)	659.40		
30/12/2015	Click Super	Superannuation Payments for December 2015	19,218.53		
	<b>TOTAL</b>				<b>20,052.94</b>
<b>ELECTRONIC PAYMENTS PAID BY DELEGATED AUTHORITY</b>					
REC NO.	NAME	PARTICULARS	AMOUNT		
17/12/2015	289042	Allan's Bobcat and Truck Hire	Culverts on McKenzie Road	3,850.00	
	289042	Bitutek Pty Ltd	Spray and seal Wanerie Road	75,320.03	
	289042	LGISWA	Increase Limit on Crime Policy	156.53	
	289042	Narrogin Earthmoving & Concrete	Side Tipper Hire	9,801.00	
	289042	Narrogin Earthmoving & Concrete	Stabilised sand for McKenzie Road	792.00	
	289042	Narrogin Plant Hire	Dry Hire of Water Truck	660.00	
	289042	Sims Civil	Labour and Plant hire for Link Road	21,821.25	
	289042	Sims Civil	Labour and Water Truck Hire for Various Roads	4,697.00	
	288277	Toll Ipec Pty Ltd	Freight charges	477.91	
	288277	Town of Narrogin	Aged Care Housing Needs Analysis and Slashing	4,096.66	
	286519	Narrogin Senior High School	Donation for Book Awards	70.00	
	286519	Narrogin Primary School	Donation for Book Awards	70.00	
	287299	Synergy	Office Account	334.00	
	287299	Synergy	Street Lighting Account	336.60	
	287299	Water Corporation	13 Hough Street Account	219.73	
	287299	Water Corporation	Office Account	89.82	
	287299	Water Corporation	Standpipe at Depot Account	572.14	
	285991	Australian Taxation Office	BAS for November 2015	22,743.00	
23/12/2015	464300	Prices Erections	Shed Extension Deposit	25,994.81	
	464300	Howson Management	Project Management for Link Road	5,557.75	
	464300	Toll Ipec Pty Ltd	Freight charges	256.46	
	464664	Telstra Corporation Limited	Home Phone for Geoff McKeown (Reimbursed by the Shire of Williams)	73.57	
	464664	Telstra Corporation Limited	Bushfire SMS, Office Phone, Depot Phone	364.42	
	464664	Synergy	Highbury Hall Account	205.05	
	464664	Synergy	Highbury Toilets Account	45.25	
	464664	Water Corporation	Standpipe Account	159.02	
	464664	Water Corporation	Standpipe Account	529.30	
	464664	Water Corporation	Standpipe Account	1,056.48	
	464664	Water Corporation	Standpipe Account	81.61	
	464664	Water Corporation	Standpipe Account	60.69	
	464664	Water Corporation	Standpipe Account	58.60	
	464664	Water Corporation	Standpipe Account	39.77	
	464664	Water Corporation	Standpipe Account	41.86	
	464664	Water Corporation	Highbury Hall Account	23.75	
	464664	Water Corporation	Highbury Hall Account	254.76	
	464664	Water Corporation	Standpipe Account	64.88	
	152621	Australia Post	Postage for December 2015	25.14	
	152621	Autosmart International	Depot cleaning supplies	216.70	
	152621	Beaurepaires	Puncture repair	45.13	
	152621	Best Office Systems	Photocopying - Toner Reading	226.57	
	152621	BKS Electrical	Repairs to mice damaged wires and power to sea container	1,290.15	
	152621	Butler Settineri	Compilation of Acquittal and Audit of CLGF Regional Group Report 2011/12 - 2012-13	2,475.00	
	152621	Covs Parts Pty Ltd	Fuel/Emission Hose	39.18	
	152621	Cutting Edges	Cutting edges for Grader 978	2,378.84	
	152621	Fuel Distributors	15/40 Engine Oil Delvac MX	1,862.44	
	152621	Gray & Lewis	Advice on Lot 22 Great Southern Hwy	2,268.75	
	152621	Great Southern Fuel Supplies	Fuel for CEO Vehicle and Bulk Fuel	18,096.81	
	152621	Great Southern Waste Disposal	Rubbish and Recycling run for December 2015	2,838.24	
	152621	JR & A Hersey Pty Ltd	Cut off discs & fly nets	180.95	
	152621	Highbury Store	Bug spray and masonry drill bit	9.00	
	152621	Jason Signmakers	Directional signs and Link Road signs	613.80	
	152621	P & F Kulker	Skip bin service for December 2015	218.90	
	152621	J & S Kulker Painting	Paint over old computer sign	220.00	
	152621	Knightline Computers	Voice recorder, 2TB harddrive, set up backup systems	364.95	
	152621	Lotex Filter Cleaning	Filter Cleaning for December 2015	119.27	
	152621	Makit Narrogin Hardware	Nail in plugs	7.00	
	152621	Marketforce	Advertising of Office closure over Christmas - New Year	87.17	
	152621	Melchiorre Plumbing & Gas	Check ball valve on standpipe	156.20	
	152621	Narrogin Auto Electrics	Radio repairs	102.10	
	152621	Narrogin Boilermakers	Protective clothing	386.00	
	152621	Narrogin Flying Club	Half cost of running strip lights	326.55	
	152621	Narrogin Gardening Services	Maintenance around Highbury	200.00	
	152621	Narrogin Newsagency	Observers and stationery	110.88	



## **9.F.289      PAYMENTS FOR ENDORSEMENT – JANUARY 2016**

**File Reference:**                    12.1.1  
**Disclosure of Interest:**        Nil  
**Applicant:**                        Nil  
**Previous Item Nos:**            Nil  
**Date:**                                5 February 2016  
**Author:**                            Mr Aaron Cook

### **Attachments**

- List of Accounts for Endorsement – January 2016

### **Summary**

Council is requested to endorse the payments as presented in the List of Accounts for Endorsement – January 2016.

### **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 – January 2016” is presented to Council for endorsement.

### **Consultation**

Nil

### **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

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
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**Moved: Cr Sieber**

**Seconded: Cr Borthwick**

That Council:

- 1) Endorse the cheque paid under delegated authority 21839 totalling \$1,121.50.
- 2) Endorse for payment the list of "creditors to be paid" totalling \$522198.99 including the electronic payments that have been processed totalling \$779.77 and Salaries and Wages totalling \$67,831.01.
- 3) Grand total of payments to be made for January 2016, \$591,151.50.

**CARRIED 7/0**

**LIST OF ACCOUNTS DUE BY COUNCIL SUBMITTED TO THE FINANCE COMMITTEE MEETING HELD  
ON THE EIGHTEENTH DAY OF FEBRUARY 2016 FOR CONFIRMATION IN RESPECT OF ACCOUNTS  
ALREADY PAID, OR FOR AUTHORITY TO PAY THOSE UNPAID**

DATE	CHQ NUMBER	NAME	PARTICULARS	TRUST FUND	MUNI FUND
			<b>CHEQUES PAID BY DELEGATED AUTHORITY</b>		
	21839	Building & Construction Training Fund	BCITF Levy December 2015		1,121.50
	<b>TOTAL:</b>				<b>1,121.50</b>
			<b>DIRECT DEBIT TRANSACTIONS</b>		
4/01/2016		ANZ Bank	Merchant Fees for December 2015		56.32
4/01/2016		ANZ Bank	Month Account Service Fee for December 2015		30.00
	<b>TOTAL</b>				<b>86.32</b>
			<b>ELECTRONIC PAYMENTS PAID BY DELEGATED AUTHORITY</b>		
12/01/2016	353049	ANZ Bank	Credit Card payment - Refreshments, Roller Rego, Conduite for Link Road, Grinder etc		1,413.70
12/01/2016	403947	Telstra Corporation Limited	Mobile Phones-Frank Randall, Gary Rasmussen, Ian Hart, Torre Evans, Jesse Charles		488.81
18/01/2016	882638	Telstra Corporation Limited	Home Phone for Geoff McKeown - Reimbursed by Shire of Williams		61.29
	882638	Telstra Corporation Limited	Office, Depot Phone and Harvest Ban Hotline		353.52
	882638	Australian Taxation Office	BAS December 2015 - Part 1 (Too big to pay in one payment due to limit on banking)		40,000.00
19/01/2016	883694	Australian Taxation Office	BAS December 2015 - Part 2 (Too big to pay in one payment due to limit on banking)		15,628.00
19/01/2016	883249	Protector Fire Services	Fire Extinguisher Annual Service		2,345.42
	883249	Toll Ipec Pty Ltd	Freight for Parts and Repairs and Link Road		40.10
	883249	Australian Services Union	Union Fees for December 2015 G Southall		77.40
	883249	LGRCE Union	Union Fees for December 2015 G Smith		61.50
	883249	Building Commission (Dept of Commerce)	December 2015 Levy		769.53
27/01/2016	111937	ANZ Bank	Credit Card payment - Refreshments, Advertising, Late payment Fee and interest		184.37
27/01/2016	111169	Telstra Corporation Limited	Mobile Phones-Frank Randall, Gary Rasmussen, Ian Hart, Torre Evans, Jesse Charles		592.70
28/01/2016	835841	Brian Sargeant & Son	7000m3 of Quartz Gravel		7,700.00
28/01/2016	835359	Narrogin Earthmoving & Concrete	Side Tipper Hire for Link Road		4,529.25
	835359	Halanson Earthmoving	Push gravel at Saunders Pit, Machine Hire for Link Road		14,917.65
	835359	Hanson Construction Materials	Stabilised Sand for Link Road		2,305.82
	835359	Benger BD Mechanical	Repair 2.4 Rural Tanker		291.00
	835359	PH & KE Gow	Various surveying for the Link Road, Wanerie Road and Cooramining Road		10,846.00
	835359	Howson Management	Management for the Link Road from 16th Dec to 31st Dec 2015.		4,752.00
	835359	Komatsu Australia Pty Ltd	New 6 Wheel Komatsu Loader		260,700.00
9/02/2016	736148	LGIS WA	Extension to Insurance until 30/07/2016 for Link Road		10,790.64
	736148	Howson Management	Management for the Link Road from 1st Jan to 16th Jan 2016.		11,470.25
	736148	Great Southern Quarries	Crushed Ballast for Link Road		6,407.94
	736148	Toll Ipec Pty Ltd	Freight for Parts and Repairs and Link Road		219.51
9/02/2016	735557	Synergy	Street Light account from 25/12/2015 to 24/01/2016		336.60
	735557	Synergy	Depot Felspar Street account 24/11/2015 to 21/01/2016		26.40
	735557	Synergy	Depot Lydeker way account 20/11/2015 to 21/01/2016		773.30
	735557	Telstra Corporation Limited	Movement SMS account 06/11/2015 to 07/01/2016		1,610.75
			<b>Total of Electronic Payments paid by Delegated Authority:</b>		<b>399,693.45</b>
			<b>ELECTRONIC PAYMENTS TO BE PAID</b>		
		Allan's Bobcat & Truck Hire	Construct Crossover for J Kirby - Culvert and Gravel		1,980.00
		Australia Post	Postage for January 2016		267.30
		Beaurepaires	Replace drive tyre for Truck		548.46
		BKS Electrical	Install custom made exhaust fan to Café		1,232.00
		Best Office Systems	Photocopying supplies for January 2016		308.30
		Café 27	Sandwiches and lunches for council, training and oil for Australia Day Event		394.50
		Civil Contractors Federation - WA	December 2015 - Portion of Cert III Road Construction & Maintenance - Jesse Charles		2,961.68
		Contraflow Pty Ltd	Traffic Control for the Link Road for December 2015, January & February 2016		28,944.86
		Covs Parts Pty Ltd	Narva LED inspection light		127.48
		Duke of York Hotel	Council Lunch 17/12/2015		219.00
		Environmental Health Monitoring Systems P/L	Health Inspections for November 2015		2,808.26
		Farmers Centre (Narrogin) Pty Ltd	Gear change solenoid switches		617.91
		Gray & Lewis	Planning advice for December 2015		75.63
		Geofabrics Australasia Pty Ltd	Mesh Baskets for Link Road Gabion Walls		2,525.60
		Geoff Perkins Farm Machinery Centre	Filters for Fire Truck		68.04
		Great Southern Fuel Supplies	Fuel for January 2016		16,176.15
		Great Southern Waste Disposal	Rubbish and Recycling service for January 2016		3,280.78
		Hancocks Home Hardware	Nuts, Bolts and Killrust for standpipe maintenance		33.75
		Highbury Store	Mortein, Antex and Mop for Highbury Toilets maintenance		31.75
		Hitachi Construction Machinery (Australia) P/L	Fuel filters for graders		202.53
		Knightline Computers	Email configuration, check computers and backup check-up		369.00
		Lotex Filter Cleaning Service	Cleaning of various filters for January 2016		162.05
		Makit Narrogin Hardware	Tek screws, wall plugs and washers to fix shed		20.60
		Major Motors Pty Ltd	Repairs to window and step for Fire Truck		266.24
		Metaland Narrogin	Galvanised pipe for standpipe maintenance		174.81
		MJB Industries	Pit lids and grates for Link Road		11,358.60
		Narrogin Bearing Supplies	Fuel filter for Fire Truck		25.85
		Narrogin Dingo Service	Relocate fence near standpipe on Tarwonga Road		440.00
		Narrogin Gardening Service	Highbury townsite maintenance for January 2016		200.00
		Narrogin Gasworx	Gas bottle for forklift		80.00
		Narrogin Newsagency	Observers, diary and whiteboard markers		26.50
		Narrogin Toyota	10,000KM service for Prado and 70,000KM service for Hilux SR5		558.16
		Officeworks	Paper, water, clips and folders		210.80
		P & F Kulker Building Contractors	Skip bin service for January 2016		218.90
		PH & KE Gow (Licensed Surveyors)	Surveying for Link Road and Wanerie Road		9,636.00
		Protector Fire Services	5 yearly overhaul of Fire Hydrant		1,259.50
		Sims Civil	Plant Hire for Link Road		7,282.00
		Total Quality Clean	Cleaning of Highbury Toilets, Admin Office and Depot		844.00
		Town of Narrogin	Salaries for Aaron Cook and Torre Evans from 23/11/2015 to 27/01/2016		25,036.96
		Water Corporation	Account for Admin Office from 30/11/2015 to 03/02/2016		84.87
		Water Corporation	Account for 13 Hough Street from 30/11/2015 to 04/02/2016		227.02
		WesTrac Pty Ltd	Parts for Cat Roller		1,023.38
		The West Australian	Advertising for Australia Day Event 1/2 cost shared with Town of Narrogin		110.00
	<b>TOTAL:</b>		<b>TOTAL OF ELECTRONIC PAYMENTS TO BE PAID</b>		<b>122,419.22</b>

ELECTRONIC TRANSACTION PAYMENTS FOR SALARIES AND WAGES EXPENSES			
DATE	PARTICULARS	DESCRIPTION	AMOUNT
13/01/2016	Salary & Wages	Payroll 30.12.15 to 12.01.16	\$ 34,754.76
27/01/2016	Salary & Wages	Payroll 13.01.16 to 26.01.16	\$ 33,076.25
	<b>TOTAL</b>		<b>\$ 67,831.01</b>
	Municipal Fund Accounts		591,151.50
	Trust Fund Account		0.00
	<b>TOTAL</b>		<b>591,151.50</b>
	<b>CHIEF EXECUTIVE OFFICER</b>		<b>DATE / /</b>
	<b>CHAIRMAN</b>		<b>DATE / /</b>

## 9.F.290 MONTHLY FINANCIAL REPORTS – DECEMBER 2015

### File Reference:

**Disclosure of Interest:** Nil  
**Applicant:** Nil  
**Previous Item Nos:** Nil  
**Date:** 5 February 2015  
**Author:** Mr Aaron Cook

### Attachments

- Monthly Financial Report for the period ended 31 December 2015 that consists of the Balance Sheet and Income Statement.

### Background

Council is requested to review the December 2015 Monthly Financial Reports as attached.

### Summary

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

### Comment

The December 2015 Monthly Financial Reports are presented for review.

### Consultation

Nil

### 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 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Hardie**

**Seconded: Cr Ballard**

That Council:

Receive the December 2015 Monthly Financial Reports as presented.

**CARRIED 7/0**



**SHIRE OF NARROGIN**  
**Balance Sheet**  
**As of December 31, 2015**

Dec 31, 15

**ASSETS****Current Assets****Chequing/Savings****A01100 · Cash at Bank**

A01101 · Unrestricted Municipal Bank 54,876.61

A01102 · Unrestricted Short Term Investm 1,015,943.23

A01107 · WATC-Overnight Cash Deposit Fac 722,431.79

<b>Total A01100 · Cash at Bank</b>	1,793,251.63
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**A01110 · Reserved Cash**

A01111 · Long Service Leave 102,698.78

A01112 · Plant Replacement 292,161.52

A01113 · Property Maintenance 7,545.20

A01114 · Office Equipment 14,435.56

A01115 · Recreation Reserve 35,412.61

A01116 · Road Construction 449,827.26

A01117 · Waste Site Development 81,455.14

<b>Total A01110 · Reserved Cash</b>	983,536.07
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<b>Total Chequing/Savings</b>	2,776,787.70
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**Accounts Receivable**

A01120 · ACCOUNTS RECEIVABLE 301,978.27

A01122 · Provision for Doubtful Debts -808.00

<b>Total Accounts Receivable</b>	301,170.27
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**Other Current Assets**

1499 · UNDEPOSITED FUNDS 25.00

A01105 · Petty Cash and Cash on Hand 350.00

A01190 · STOCK ON HAND 8,828.00

<b>Total Other Current Assets</b>	9,203.00
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<b>Total Current Assets</b>	3,087,160.97
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**Fixed Assets****A0151 · Land**

A01512 · At Cost 1,073,246.95

<b>Total A0151 · Land</b>	1,073,246.95
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**A0152 · Buildings**

A01521 · Accum.Depn - Buildings -106,284.36

**A01522 · At Cost****E168137 · Additions - 2015-16**

E168141 · Depot Shed Extension 23,631.65

E168138 · Admin Building Roof 8,104.02

<b>Total E168137 · Additions - 2015-16</b>	31,735.67
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<b>A01522 · At Cost - Other</b>	3,237,386.33
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<b>Total A01522 · At Cost</b>	3,269,122.00
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<b>Total A0152 · Buildings</b>	3,162,837.64
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**A0153 · Infrastructure - Roads**

A01531 · Accumulated Depn - Infra -20,501,099.41

**A01533 · At Cost****E168232 · Additions - 2015-16**

E168787 · Yilliminning Road - Reseal 121.38

E168788 · Tarwonga Road - Reseal 109.62

E168789 · Wandering Narrogin Road-Reseal 22,433.65

E168790 · Wanerie Road - Seal &amp; Construct 418,575.38

E168791 · Ngn/ Dongolocking-Extend &amp; Seal 12,209.70

E168792 · Ngn Valley Rd - Reinstate Seal 345.08

E168793 · Boundain Nth Rd - Reseal 6,116.66

E168794 · Whinbin Rock Rd - Reseal 1,442.99

E168795 · Whinbin Rock Rd - Widen Seal 18,061.19

E168796 · Cooramining Rd - 9km Gravel 63,000.00

E168797 · Wagin Wickepin Rd - Seal 109.62

E168798 · Wagin Wickepin Rd- Gravel Sheet 8,085.00

E168799 · Bradford Road - Clear, Gravel 64,342.08

E168800 · Michael Brown Rd- Clear, Gravel 17,872.60

E168801 · McKenzie Road - Clear, Widen 103,252.42

E168802 · Lock Road - Gravel Sheet Quartz 19,432.08

E168803 · Armstrong Road - Gravel Sheet 43,974.75

**SHIRE OF NARROGIN**  
**Balance Sheet**  
**As of December 31, 2015**

	<u>Dec 31, 15</u>
E168808 · Clayton Road - Install Headwall	15,143.00
<b>Total E168232 · Additions - 2015-16</b>	<b>814,627.20</b>
A01533 · At Cost - Other	113,163,436.32
<b>Total A01533 · At Cost</b>	<b>113,978,063.52</b>
<b>Total A0153 · Infrastructure - Roads</b>	<b>93,476,964.11</b>
A0154 · Furniture & Equipment	
A01541 · Accumulated Depn - F&E	-9,798.54
A01542 · At Cost	21,269.84
<b>Total A0154 · Furniture &amp; Equipment</b>	<b>11,471.30</b>
A0156 · Plant & Equipment	
A01561 · Accumulated Depn - P&E	-714,588.96
A01562 · At Cost	
E168579 · .Additions-2015-16	
E168581 · Multipac 12t Vibe. Drum Roller	139,680.00
E168582 · Traffic Lights	30,056.31
E168583 · CEO - Prado SUV	51,047.23
E168584 · Tech Officer-Mazda 4x4 canopy	36,754.55
E168585 · Grader Operator 4x4 Utility	37,832.52
<b>Total E168579 · .Additions-2015-16</b>	<b>295,370.61</b>
A01562 · At Cost - Other	3,430,741.36
<b>Total A01562 · At Cost</b>	<b>3,726,111.97</b>
<b>Total A0156 · Plant &amp; Equipment</b>	<b>3,011,523.01</b>
A0157 · Tools	
A01571 · Accum. Depn - Tools	-18,214.41
A01572 · At Cost	
E168622 · Additions - 2015-16	
E168623 · Tools	13,139.74
<b>Total E168622 · Additions - 2015-16</b>	<b>13,139.74</b>
A01572 · At Cost - Other	69,703.18
<b>Total A01572 · At Cost</b>	<b>82,842.92</b>
<b>Total A0157 · Tools</b>	<b>64,628.51</b>
<b>Total Fixed Assets</b>	<b>100,800,671.52</b>
<b>TOTAL ASSETS</b>	<b>103,887,832.49</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
L01215 · SUNDRY CREDITORS	142,986.15
<b>Total Accounts Payable</b>	<b>142,986.15</b>
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	63,909.00
2200 · Tax Payable	-9,829.29
L0122 · Employee Entitlements	
L01225 · Annual Leave	109,956.11
L01226 · Long Service Leave - Current	153,063.98
<b>Total L0122 · Employee Entitlements</b>	<b>263,020.09</b>
L01221 · Borrowings - Current	25,140.84
L01222 · Accrued Interest	1,407.14
L01250 · BCITF Liability	1,121.50
L01255 · Building Commission Levy	769.53
L2400 · Union Fees	138.90
<b>Total Other Current Liabilities</b>	<b>345,677.71</b>
<b>Total Current Liabilities</b>	<b>488,663.86</b>
<b>Long Term Liabilities</b>	
L01230 · Provision - Employee LSL	11,436.31
L01710 · Loan Liability	77,592.98

**SHIRE OF NARROGIN**  
**Balance Sheet**  
**As of December 31, 2015**

	Dec 31, 15
Total Long Term Liabilities	89,029.29
<b>TOTAL LIABILITIES</b>	<b>577,693.15</b>
<b>NET ASSETS</b>	<b>103,310,139.34</b>
<b>EQUITY</b>	
3000 · Opening Bal Equity	18,801,884.57
3900 · *Retained Earnings	12,013,353.19
<b>L01900 · Reserved Equity</b>	
L01911 · Long Service Leave	102,698.78
L01912 · Plant Replacement	292,161.52
L01913 · Property Maintenance	7,545.20
L01914 · Office Equipment	14,435.56
L01915 · Recreation Reserve	35,412.61
L01916 · Road Construction	449,827.26
L01922 · Waste Site Development	81,455.14
L01917 · Reval Res. - Land	629,600.00
L01919 · Reval Res - Bldgs Non Special	2,136,411.39
L01920 · Reval Res. - Plant & Equipment	1,269,677.53
L01921 · Reval Res. - Furniture & Equip	5,336.15
L01923 · Reval. Res. - Infrastructure	66,637,327.86
Total L01900 · Reserved Equity	71,661,889.00
Net Income	833,012.58
<b>TOTAL EQUITY</b>	<b>103,310,139.34</b>

**SHIRE OF NARROGIN**  
**Income Statement**  
July through December 2016

	Jul - Dec 15	Budget	% of Budget
<b>Income</b>			
<b>103 - GENERAL PURPOSE FUNDING</b>			
<b>1031 - Rates</b>			
1031005 - GRV	57,081.57	57,081.00	100.0%
1031010 - UV	880,302.50	880,302.00	100.0%
1031015 - GRV - Minimum	8,850.00	8,850.00	100.0%
1031020 - UV - Minimum	59,000.00	59,000.00	100.0%
1031050 - Highbury & Yilliminning - Min.	11,210.00	11,210.00	100.0%
1031085 - Minfng Tenements - Min.	590.00	590.00	100.0%
1031070 - Interlm Rates	441.69		
1031025 - Ex-Gratia Rates	6,483.70	6,300.00	102.6%
1031030 - Instalment Interest	692.82	700.00	99.0%
1031036 - Non Payment Penalty	317.89	5,000.00	6.4%
1031040 - Rates Instalment Charge	420.00	400.00	105.0%
1031045 - Discount Allowed	-18,171.88	-18,500.00	98.2%
<b>Total 1031 - Rates</b>	<b>1,007,198.31</b>	<b>1,010,833.00</b>	<b>99.6%</b>
<b>1032 - Other GPF</b>			
1032010 - General Purpose Funding	145,165.50	145,263.50	99.9%
1032020 - Road Funding	94,293.00	111,005.00	84.9%
1032030 - Interest on Investments	14,437.53	6,248.54	231.1%
1032040 - Interest on Reserves	6,591.44	7,135.04	92.4%
<b>Total 1032 - Other GPF</b>	<b>260,487.47</b>	<b>269,652.08</b>	<b>96.6%</b>
<b>Total 103 - GENERAL PURPOSE FUNDING</b>	<b>1,267,685.78</b>	<b>1,280,485.08</b>	<b>99.0%</b>
<b>105 - LAW ORDER &amp; PUBLIC SAFETY</b>			
<b>1051 - Fire Prevention</b>			
1051005 - Reimbursement - Fire Prevention	0.00	50.00	0.0%
1051015 - FESA Grant	5,250.00	21,000.00	25.0%
<b>Total 1051 - Fire Prevention</b>	<b>5,250.00</b>	<b>21,050.00</b>	<b>24.9%</b>
<b>1052 - Animal Control</b>			
1052005 - Fines & Penalties	400.00		
1052010 - Dog Registrations	1,513.25	1,500.00	100.9%
1052020 - Cat Registrations	583.15	100.00	583.2%
<b>Total 1052 - Animal Control</b>	<b>2,496.40</b>	<b>1,600.00</b>	<b>154.8%</b>
<b>Total 105 - LAW ORDER &amp; PUBLIC SAFETY</b>	<b>7,746.40</b>	<b>22,650.00</b>	<b>34.1%</b>
<b>107 - HEALTH</b>			
<b>1074 - Admn. &amp; Inspections</b>			
1074005 - Meat Inspection Services	1,053.45	1,000.04	105.3%
<b>Total 1074 - Admn. &amp; Inspections</b>	<b>1,053.45</b>	<b>1,000.04</b>	<b>105.3%</b>
<b>Total 107 - HEALTH</b>	<b>1,053.45</b>	<b>1,000.04</b>	<b>105.3%</b>
<b>109 - HOUSING</b>			
<b>1091 - Housing</b>			
1091010 - Housing Rental	8,400.00	9,100.04	92.3%
<b>Total 1091 - Housing</b>	<b>8,400.00</b>	<b>9,100.04</b>	<b>92.3%</b>
<b>Total 109 - HOUSING</b>	<b>8,400.00</b>	<b>9,100.04</b>	<b>92.3%</b>
<b>110 - COMMUNITY AMENITIES</b>			
<b>1101 - Sanitation - Household</b>			
1101005 - Rubbish Service Income	45,586.16	44,730.00	101.9%
1101015 - Recycle Bins	13,132.49	12,920.00	101.6%
<b>Total 1101 - Sanitation - Household</b>	<b>58,718.65</b>	<b>57,650.00</b>	<b>101.9%</b>
<b>1102 - Sanitation - Other</b>			
1102010 - Septic Tank Inspection Fees	236.00	847.50	27.8%
<b>Total 1102 - Sanitation - Other</b>	<b>236.00</b>	<b>847.50</b>	<b>27.8%</b>
<b>1106 - Town Planning</b>			
1106005 - Development Application Fees	2,062.80	100.04	2,062.0%
<b>Total 1106 - Town Planning</b>	<b>2,062.80</b>	<b>100.04</b>	<b>2,062.0%</b>
<b>Total 110 - COMMUNITY AMENITIES</b>	<b>61,017.45</b>	<b>58,597.54</b>	<b>104.1%</b>
<b>111 - RECREATION &amp; CULTURE</b>			
<b>1111 - Public Halls and Civic Centres</b>			
1111005 - Other Income	314.13	250.04	125.6%
<b>Total 1111 - Public Halls and Civic Centres</b>	<b>314.13</b>	<b>250.04</b>	<b>125.6%</b>
<b>1113 - Other Recreation</b>			
1113010 - Other Contributions	0.00	2,250.00	0.0%
1113030 - Kidsport Applications	2,200.00	2,500.00	88.0%
<b>Total 1113 - Other Recreation</b>	<b>2,200.00</b>	<b>4,750.00</b>	<b>46.3%</b>
<b>1117 - Other Culture</b>			
1117015 - Arts Narrogin Coordinator	9,968.20	10,000.04	99.7%
<b>Total 1117 - Other Culture</b>	<b>9,968.20</b>	<b>10,000.04</b>	<b>99.7%</b>
<b>Total 111 - RECREATION &amp; CULTURE</b>	<b>12,482.33</b>	<b>15,000.08</b>	<b>83.2%</b>

## SHIRE OF NARROGIN

## Income Statement

July through December 2015

	Jul - Dec 15	Budget	% of Budget
<b>I12 · TRANSPORT</b>			
<b>I121 · Road Construction</b>			
I121005 · Road Project Grant	132,000.00	165,000.00	80.0%
I121010 · Roads to Recovery Grant	76,000.00	280,873.00	27.1%
I121055 · MRD Const-Link Rd Stge 2 Pkge 2	506,560.98	533,333.34	95.0%
I121070 · MRD Const-Link Rd Stge 2 Pkge 3	114,304.69	0.00	100.0%
I121085 · Depot Shed Extension Cont	0.00	63,500.00	0.0%
<b>Total I121 · Road Construction</b>	<b>828,865.67</b>	<b>1,042,706.34</b>	<b>79.5%</b>
<b>I122 · Road Maintenance</b>			
I122005 · Direct Road Grant	88,900.00	44,450.00	200.0%
<b>Total I122 · Road Maintenance</b>	<b>88,900.00</b>	<b>44,450.00</b>	<b>200.0%</b>
<b>I123 · Plant Costs</b>			
I123100 · Profit on Asset Disposal	-32,343.73	2,600.00	-1,244.0%
<b>Total I123 · Plant Costs</b>	<b>-32,343.73</b>	<b>2,600.00</b>	<b>-1,244.0%</b>
<b>I125 · Aerodrome</b>			
I125005 · Aerodrome Rent	2,000.00	1,500.00	133.3%
I125010 · Other Income	0.00	2,330.00	0.0%
<b>Total I125 · Aerodrome</b>	<b>2,000.00</b>	<b>3,830.00</b>	<b>52.2%</b>
<b>Total I12 · TRANSPORT</b>	<b>887,441.94</b>	<b>1,093,586.34</b>	<b>81.1%</b>
<b>I13 · ECONOMIC SERVICES</b>			
<b>I133 · Building Control</b>			
I133005 · Building Licence Fees	3,288.69	3,000.00	109.6%
I133010 · BCITF Commission	37.50	25.04	149.8%
I133015 · BRB Dispute Fee Commission	40.00	125.02	32.0%
I133020 · Demolition Licence Fees	0.00	50.00	0.0%
<b>Total I133 · Building Control</b>	<b>3,366.19</b>	<b>3,200.06</b>	<b>105.2%</b>
<b>I138 · Other</b>			
I138005 · Sale of Water	2,600.20	3,500.00	74.3%
<b>Total I138 · Other</b>	<b>2,600.20</b>	<b>3,500.00</b>	<b>74.3%</b>
<b>Total I13 · ECONOMIC SERVICES</b>	<b>5,966.39</b>	<b>6,700.06</b>	<b>89.0%</b>
<b>I14 · OTHER PROPERTY &amp; SERVICES</b>			
<b>I141 · Private Works</b>			
I141005 · Town of Narrogin	2,360.00	2,500.00	94.4%
I141010 · Private Works - Other	30,398.64	25,000.04	121.6%
<b>Total I141 · Private Works</b>	<b>32,758.64</b>	<b>27,500.04</b>	<b>119.1%</b>
<b>I142 · Administration Overheads</b>			
I142005 · Narrogin Computers Rent	13,627.89	10,450.04	130.4%
I142010 · Café 27 Restaurant Rent	9,815.10	9,805.04	100.1%
I142015 · District Map Sales	20.00	35.00	57.1%
I142025 · Narrogin Computers Other	0.00	1,590.00	0.0%
I142030 · Café 27 Restaurant Other	2,666.66	1,335.00	199.7%
I142035 · Commission & Reimburse - Admin	15,085.77	7,750.04	194.7%
I142040 · Photocopying	0.00	35.00	0.0%
<b>Total I142 · Administration Overheads</b>	<b>41,215.42</b>	<b>31,000.12</b>	<b>133.0%</b>
<b>I143 · Public Works Overheads</b>			
I143005 · Reimbursements - Public Works	3,064.27	3,000.00	102.1%
<b>Total I143 · Public Works Overheads</b>	<b>3,064.27</b>	<b>3,000.00</b>	<b>102.1%</b>
<b>I144 · Plant Operation Costs</b>			
I144005 · Reimbursement - Plant Operation	12,320.36	18,500.00	66.6%
<b>Total I144 · Plant Operation Costs</b>	<b>12,320.36</b>	<b>18,500.00</b>	<b>66.6%</b>
<b>I147 · Unclassified Items</b>			
I147001 · Rounding	-0.06		
<b>Total I147 · Unclassified Items</b>	<b>-0.06</b>		
<b>Total I14 · OTHER PROPERTY &amp; SERVICES</b>	<b>89,359.63</b>	<b>80,000.16</b>	<b>111.7%</b>
<b>Total Income</b>	<b>2,341,132.37</b>	<b>2,567,219.34</b>	<b>91.2%</b>
<b>Expense</b>			
<b>E03 · GENERAL PURPOSE FUNDING</b>			
<b>E031 · Rates</b>			
E031005 · Debt Collection	0.00	50.00	0.0%
E031010 · Postage & Stationery	240.59	300.00	80.2%
E031015 · Valuation Expenses	2,770.75	5,250.00	52.8%
E031200 · Administration Allocated	4,977.50	9,900.00	50.3%
E031205 · Collection Fees & Commission	0.00	50.00	0.0%
<b>Total E031 · Rates</b>	<b>7,988.84</b>	<b>15,550.00</b>	<b>51.4%</b>
<b>E032 · Other</b>			
E032200 · Admin. Allocated - Other GPF	1,357.50	2,700.00	50.3%
<b>Total E032 · Other</b>	<b>1,357.50</b>	<b>2,700.00</b>	<b>50.3%</b>
<b>Total E03 · GENERAL PURPOSE FUNDING</b>	<b>9,346.34</b>	<b>18,250.00</b>	<b>51.2%</b>

**SHIRE OF NARROGIN**  
**Income Statement**  
July through December 2015

	Jul - Dec 15	Budget	% of Budget
<b>E04 · GOVERNANCE.</b>			
<b>E041 · Membership</b>			
E041010 · Conference Expenses	5,951.24	8,000.00	74.4%
E041015 · Election Expenses	1,350.00	2,000.00	67.5%
E041025 · Refreshments & Receptions	4,901.83	3,250.04	150.8%
E041030 · Insurance	7,287.34	6,000.00	121.5%
E041035 · Subscriptions	11,188.61	5,750.02	194.6%
E041040 · Member's Training	0.00	500.00	0.0%
E041045 · Other - Sundry	2,414.01	2,250.00	107.3%
E041200 · Admin Allocated	19,457.50	38,700.00	50.3%
<b>Total E041 · Membership</b>	<b>52,550.53</b>	<b>66,450.06</b>	<b>79.1%</b>
<b>E042 · Other Governance</b>			
E042005 · Audit Expenses	6,980.15	8,000.00	87.3%
E042010 · Consulting Services	1,686.67	1,000.04	168.7%
E042040 · RTG - Long Term Financial Plan	0.00	375.00	0.0%
<b>Total E042 · Other Governance</b>	<b>8,666.82</b>	<b>9,375.04</b>	<b>92.2%</b>
<b>Total E04 · GOVERNANCE.</b>	<b>61,197.35</b>	<b>75,825.10</b>	<b>80.7%</b>
<b>E05 · LAW ORDER &amp; PUBLIC SAFETY.</b>			
<b>E051 · Fire Prevention</b>			
E051005 · Radio Repairs & Licences	565.82	750.00	75.4%
E051010 · Insurance	8,784.84	5,500.00	159.7%
E051015 · Other Expenses	5,251.38		
E051020 · Advertising	228.65	150.00	152.4%
E051200 · Admin Allocation - Fire Control	2,715.00	5,400.00	50.3%
E051288 · Depreciation - Fire Prevention	8,943.99	13,812.50	50.3%
<b>Total E051 · Fire Prevention</b>	<b>24,489.48</b>	<b>25,612.50</b>	<b>95.6%</b>
<b>E052 · Animal Control</b>			
E052005 · Animal Control Expenses	80.34	250.00	32.1%
E052010 · Ranger Fees	72.73	1,125.00	6.5%
E052200 · Admin Allocation - Animal Contr	905.00	1,800.00	50.3%
<b>Total E052 · Animal Control</b>	<b>1,058.07</b>	<b>3,175.00</b>	<b>33.3%</b>
<b>E053 · Other</b>			
E053010 · LEMC Coordinator	5,000.00	2,500.00	200.0%
E053200 · Admin Allocation - Other	905.00	1,800.00	50.3%
<b>Total E053 · Other</b>	<b>5,905.00</b>	<b>4,300.00</b>	<b>137.3%</b>
<b>Total E05 · LAW ORDER &amp; PUBLIC SAFETY.</b>	<b>31,452.55</b>	<b>33,087.50</b>	<b>95.1%</b>
<b>E07 · HEALTH.</b>			
<b>E074 · Preventative Services</b>			
E074005 · Health Services	8,743.89	18,750.00	46.6%
E074010 · Other Expenses	0.00	25.00	0.0%
E074200 · Admin Allocated	905.00	1,800.00	50.3%
<b>Total E074 · Preventative Services</b>	<b>9,648.89</b>	<b>20,575.00</b>	<b>46.9%</b>
<b>E076 · Preventative Services - Other</b>			
E076005 · Analytical Expenses	358.02	375.00	95.5%
E076010 · Meat Inspection Services	1,053.43	1,000.04	105.3%
<b>Total E076 · Preventative Services - Other</b>	<b>1,411.45</b>	<b>1,375.04</b>	<b>102.6%</b>
<b>E077 · Other</b>			
E077025 · Comm. Assisted Transport Scheme	0.00	1,000.00	0.0%
E077030 · Rural Clinical School	0.00	500.00	0.0%
<b>Total E077 · Other</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.0%</b>
<b>Total E07 · HEALTH.</b>	<b>11,060.34</b>	<b>23,450.04</b>	<b>47.2%</b>
<b>E08 · EDUCATION &amp; WELFARE.</b>			
<b>E085 · Other Welfare</b>			
E085005 · Youth Support	0.00	250.00	0.0%
<b>Total E085 · Other Welfare</b>	<b>0.00</b>	<b>250.00</b>	<b>0.0%</b>
<b>E087 · Other Education</b>			
E087005 · School Donation	140.00	350.00	40.0%
<b>Total E087 · Other Education</b>	<b>140.00</b>	<b>350.00</b>	<b>40.0%</b>
<b>Total E08 · EDUCATION &amp; WELFARE.</b>	<b>140.00</b>	<b>600.00</b>	<b>23.3%</b>
<b>E09 · HOUSING.</b>			
<b>E091 · Housing</b>			
E091005 · Housing Maintenance	3,869.48	3,250.00	119.1%
E091288 · Depreciation - Housing	2,017.21	4,012.50	50.3%
<b>Total E091 · Housing</b>	<b>5,886.69</b>	<b>7,262.50</b>	<b>81.1%</b>
<b>Total E09 · HOUSING.</b>	<b>5,886.69</b>	<b>7,262.50</b>	<b>81.1%</b>
<b>E10 · COMMUNITY AMENITIES.</b>			
<b>E101 · Sanitation Household</b>			
E101005 · Donation Town of Narrogin	8,000.00	6,000.00	100.0%
E101010 · Refuse Tip Mitce - Highbury	0.00	15,000.00	0.0%
E101015 · Rubbish Service	10,408.36	26,750.02	38.9%
E101020 · Waste Management Plan	0.00	2,500.00	0.0%
E101025 · Recycling Service	6,277.58	6,100.04	102.9%
E101200 · Admin Allocation - Refuse	905.00	1,800.00	50.3%
<b>Total E101 · Sanitation Household</b>	<b>23,590.94</b>	<b>58,150.06</b>	<b>40.6%</b>

## SHIRE OF NARROGIN

## Income Statement

July through December 2015

	Jul - Dec 15	Budget	% of Budget
<b>E102 - Sanitation - Other</b>			
E102005 - Litter Control - KABC	598.28	500.00	119.7%
<b>Total E102 - Sanitation - Other</b>	598.28	500.00	119.7%
<b>E105 - Protection of the Environment</b>			
E105010 - Reserve Rehabilitation	567.00	500.00	113.4%
E105025 - Depreciation - Prot of Environ	62.84	125.00	50.3%
E105200 - Admin Allocated	1,357.50	2,700.00	50.3%
<b>Total E105 - Protection of the Environment</b>	1,987.34	3,325.00	59.8%
<b>E108 - T.P. &amp; Regional Devel</b>			
E108005 - Town Planning Control	8,422.65	2,500.00	336.9%
E108200 - Admin Allocation - Town Plannin	4,072.50	8,100.00	50.3%
<b>Total E108 - T.P. &amp; Regional Devel</b>	12,495.35	10,600.00	117.9%
<b>E107 - Other</b>			
E107005 - Public Conv - Town of Narrogin	1,650.00	1,650.00	100.0%
E107010 - Cemetery - Town of Narrogin	2,500.00	2,500.00	100.0%
E107015 - Public Conv - Highbury	5,372.32	3,750.00	143.3%
E107020 - Depreciation - Other	559.29	1,112.50	50.3%
E107025 - Cemetery Toilets	8,101.75	5,000.00	162.0%
<b>Total E107 - Other</b>	18,383.36	14,212.50	129.3%
<b>Total E10 - COMMUNITY AMENITIES.</b>	57,055.27	66,787.56	65.7%
<b>E11 - RECREATION &amp; CULTURE.</b>			
<b>E111 - Public Halls &amp; Civic Centres</b>			
E111005 - Hall Maintenance	5,243.09	3,250.00	161.3%
E111010 - Donation Town of Narrogin	3,500.00	3,500.00	100.0%
E111015 - RLCIP Funding - Highbury Hall	0.00	7,584.50	0.0%
E111298 - Depreciation - Rec & Culture	3,812.65		
<b>Total E111 - Public Halls &amp; Civic Centres</b>	12,555.94	14,334.50	87.6%
<b>E112 - Swimming Areas</b>			
E112005 - Donation Town of Narrogin	16,250.00	16,250.00	100.0%
<b>Total E112 - Swimming Areas</b>	16,250.00	16,250.00	100.0%
<b>E113 - Other Recreation</b>			
E113115 - Highbury Tennis Court Fence	0.00	13,200.00	0.0%
E113005 - Highbury Recreation	0.00	250.00	0.0%
E113010 - Contribution - Rec Centre	3,500.00	3,500.00	100.0%
E113015 - Contribution - Racecourse	800.00	800.00	100.0%
E113020 - Contribution - Rec Grounds	17,500.00	17,500.00	100.0%
E113025 - Contribution - Function Centre	4,100.00	4,100.00	100.0%
E113030 - Other Rec Grounds - Town	556.34	1,750.00	31.8%
E113035 - Other Rec Grounds - Shire	4,247.70	3,750.00	113.3%
E113040 - Debt Service	872.58	743.50	117.4%
E113045 - Accrued Interest on Loans	0.00	-109.50	0.0%
E113110 - Club Development Officer	2,000.00	1,000.00	200.0%
E113120 - Kidsport Applications	0.00	2,500.00	0.0%
E113200 - Admin Allocation - Other Recrea	905.00	1,800.00	50.3%
E113300 - Depreciation - Other Recreation	657.61	1,308.00	50.3%
<b>Total E113 - Other Recreation</b>	35,139.23	52,092.00	67.5%
<b>E115 - Library</b>			
E115005 - Donation - Town of Narrogin	16,000.00	16,000.00	100.0%
<b>Total E115 - Library</b>	16,000.00	16,000.00	100.0%
<b>E117 - Other Culture</b>			
E117040 - Heritage Records Town of Ngn	1,500.00	3,000.00	50.0%
E117005 - Museum Town of Narrogin	500.00	500.00	100.0%
E117010 - Community Arts Program	2,000.00	2,000.00	100.0%
E117015 - Donations Other	0.00	150.00	0.0%
E117030 - Arts Narrogin Coordinator	10,855.15	10,000.04	108.6%
E117035 - Arts Narrogin Contribution	2,000.00	1,000.00	200.0%
<b>Total E117 - Other Culture</b>	16,855.15	16,650.04	101.2%
<b>Total E11 - RECREATION &amp; CULTURE.</b>	96,800.32	115,326.54	83.9%
<b>E12 - TRANSPORT.</b>			
<b>E122 - Road Maintenance</b>			
E122005 - Roadworks Maintenance	395,219.23	375,750.00	105.2%
E122010 - Depot Maintenance	77,589.83	23,500.04	330.2%
E122020 - Street Lighting	2,084.06	1,900.04	109.7%
E122025 - Debt Service	3,523.59	3,331.00	105.8%
E122030 - Various Roads - Stashing	66,715.10	45,000.00	148.3%
E122070 - MRD Const.Link Rd Stge 2 Prilm3	95,979.10		
E122075 - MRD Const.Link Rd Stge 2 Prilm4	228,248.12	466,666.70	48.9%
E122298 - Depreciation - Transport	100,416.73	459,992.00	21.6%
<b>Total E122 - Road Maintenance</b>	969,775.76	1,376,139.78	70.5%
<b>E123 - Plant Costs</b>			
E123010 - Accrued Interest on Loans	0.00	-177.00	0.0%
E123100 - Loss on Disposal of Asset	0.00	117,250.00	0.0%
<b>Total E123 - Plant Costs</b>	0.00	117,073.00	0.0%
<b>E125 - Aerodrome</b>			
E125005 - Aerodrome Maintenance	1,896.48	3,750.00	50.6%
<b>Total E125 - Aerodrome</b>	1,896.48	3,750.00	50.8%
<b>Total E12 - TRANSPORT.</b>	971,672.24	1,496,962.78	64.9%

## SHIRE OF NARROGIN

## Income Statement

July through December 2015

	Jul - Dec 15	Budget	% of Budget
<b>E13 - ECONOMIC SERVICES.</b>			
<b>E131 - Rural Services</b>			
E131010 - Noxious Weed Control	0.00	300.00	0.0%
<b>Total E131 - Rural Services</b>	<b>0.00</b>	<b>300.00</b>	<b>0.0%</b>
<b>E132 - Tourism/Area Promotion</b>			
E132005 - Area Promotion	15,658.81	15,500.00	101.0%
E132015 - Donation - Agricultural Society	1,818.18	2,000.00	90.9%
E132030 - Donation - Central Dist Display	350.00	350.00	100.0%
E132040 - Donation - Spring Festival	0.00	500.00	0.0%
E132045 - Donation - Chaplaincy Service	0.00	500.00	0.0%
E132200 - Admin Allocation	1,810.00	3,600.00	50.3%
<b>Total E132 - Tourism/Area Promotion</b>	<b>19,636.99</b>	<b>22,450.00</b>	<b>87.5%</b>
<b>E133 - Building Control Expenses</b>			
E133005 - Building Services	3,391.27	5,450.00	62.2%
E133010 - Other Expenses	0.00	150.00	0.0%
E133200 - Admin Allocated - Building	3,187.50	8,300.00	50.3%
<b>Total E133 - Building Control Expenses</b>	<b>6,558.77</b>	<b>11,900.00</b>	<b>55.1%</b>
<b>E138 - Other Economic Services</b>			
E138005 - Standpipe Water	10,944.45	10,750.01	101.8%
<b>Total E138 - Other Economic Services</b>	<b>10,944.45</b>	<b>10,750.01</b>	<b>101.8%</b>
<b>Total E13 - ECONOMIC SERVICES.</b>	<b>37,140.21</b>	<b>45,400.01</b>	<b>81.8%</b>
<b>E14 - OTHER PROPERTY &amp; SERVICES.</b>			
<b>E141 - Private Works</b>			
E141005 - Town of Narrogin	2,123.81	5,000.00	42.5%
E141200 - Private Work - Other	28,512.16	21,000.00	135.8%
<b>Total E141 - Private Works</b>	<b>30,635.97</b>	<b>26,000.00</b>	<b>117.8%</b>
<b>E142 - Administration Overheads</b>			
E142005 - Salaries	210,582.07	143,175.00	147.1%
E142010 - Superannuation	15,528.41	15,000.00	103.5%
E142015 - Printing & Stationery	1,880.05	1,250.02	160.4%
E142020 - Office Expenses	6,999.45	6,750.00	103.7%
E142025 - Office Equipment Maintenance	163.64	200.00	81.8%
E142030 - Computer Equipment Maintenance	30,310.09	18,250.02	188.5%
E142035 - Advertising	1,998.79	1,375.04	145.4%
E142040 - Photocopy Supplies	2,029.80	1,500.00	135.3%
E142045 - Postage	427.81	800.00	71.3%
E142050 - Bank Fees	2,095.36	900.00	232.8%
E142055 - Telephone	1,857.27	2,250.00	82.5%
E142060 - Insurance	16,431.03	2,000.02	821.5%
E142065 - Legal Expenses	0.00	600.00	0.0%
E142070 - Uniforms	1,487.36	500.02	293.5%
E142075 - Training	0.00	750.00	0.0%
E142080 - Narrogin Computers Maintenance	6,234.69	4,250.02	146.7%
E142090 - Fringe Benefit Tax	1,559.74	2,250.00	69.3%
E142095 - Café 27 Restaurant Maintenance	5,757.85	5,250.00	109.7%
E142100 - Admin Building Maintenance	2,854.65	2,750.02	103.8%
E142105 - Consulting Services	3,016.65	2,000.02	150.8%
E142115 - Accrued Long Service Leave	0.00	2,500.04	0.0%
E142200 - LESS ADMINISTRATION ALLOCATED	-90,500.00	-181,000.04	50.0%
E142298 - Depreciation - Admin	10,581.80	20,922.00	50.6%
<b>Total E142 - Administration Overheads</b>	<b>231,274.51</b>	<b>52,022.18</b>	<b>444.6%</b>
<b>E143 - Works Overheads</b>			
E143005 - Engineering Salaries	36,916.89	31,750.04	116.3%
E143010 - Superannuation	41,269.81	38,500.04	107.2%
E143015 - Sick & Holiday Pay	39,955.98	60,000.00	60.4%
E143020 - Insurance on Works	43,487.00	29,760.00	146.2%
E143025 - Protective Clothing	1,185.05	2,500.04	47.4%
E143030 - Training	8,025.18	12,500.02	48.2%
E143035 - Long Service Leave	0.00	6,250.04	0.0%
E143040 - Occupational Health & Safety	349.99	1,250.02	28.0%
E143045 - Bonus Payment	7,785.00	17,000.00	45.8%
E143050 - Communications	2,012.54	2,500.04	80.5%
E143055 - Depot Consumables	15,288.86	11,500.04	132.9%
E143060 - Fringe Benefit Tax	0.00	1,750.00	0.0%
E143065 - Damage to Services	1,042.24	750.00	139.0%
E143070 - Industry & Service Pay Allowanc	14,155.18	12,750.00	111.0%
E143071 - Travel & Meal Allowance	600.65	750.00	80.1%
E143075 - Accrued Long Service Leave	0.00	2,000.02	0.0%
E143200 - Admin Allocated	47,060.00	93,600.00	50.3%
E143290 - LESS PWOH ALLOCATED-PROJECTS	-314,824.30	-316,600.00	99.4%
<b>Total E143 - Works Overheads</b>	<b>-57,691.13</b>	<b>11,500.30</b>	<b>-601.6%</b>
<b>E144 - Plant Cost Overheads</b>			
E144005 - Fuel & Oil	90,064.29	97,500.00	92.4%
E144010 - Tyres & Tubes	12,922.53	15,000.00	86.2%
E144015 - Parts and Repairs	194,526.29	126,000.00	154.4%
E144020 - Repair Wages	60,312.60	60,000.00	100.5%
E144025 - Insurance & Licences	34,274.77	18,000.00	190.4%
E144030 - Sundry Tools	0.00	500.02	0.0%
E144290 - LESS POC ALLOCATED-PROJECTS	-373,540.25	-325,000.00	114.9%
E144298 - Depreciation - Tools	2,747.87	5,178.50	53.1%
<b>Total E144 - Plant Cost Overheads</b>	<b>21,308.10</b>	<b>-2,821.48</b>	<b>-755.2%</b>



**SHIRE OF NARROGIN**  
**Income Statement**  
 July through December 2015

	Jul - Dec 15	Budget	% of Budget
<b>E145 - Salaries Control</b>			
E145010 - Gross Total Salaries and Wages	672,994.90	627,500.02	107.3%
E145200 - LESS SALS/WAGES ALLOCATED	-672,994.90	-627,500.02	107.3%
<b>Total E145 - Salaries Control</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>E147 - Unclassified Items</b>			
E147005 - Lot 205 Mokine Road	841.03	515.50	163.1%
<b>Total E147 - Unclassified Items</b>	<b>841.03</b>	<b>515.50</b>	<b>163.1%</b>
<b>Total E14 - OTHER PROPERTY &amp; SERVICES.</b>	<b>226,368.48</b>	<b>87,216.50</b>	<b>259.5%</b>
<b>Total Expense</b>	<b>1,508,119.79</b>	<b>1,990,168.53</b>	<b>75.8%</b>
<b>Net Income</b>	<b>833,012.58</b>	<b>577,050.81</b>	<b>144.4%</b>

## 9.F.291 MONTHLY FINANCIAL REPORTS – JANUARY 2016

### File Reference:

**Disclosure of Interest:** Nil  
**Applicant:** Nil  
**Previous Item Nos:** Nil  
**Date:** 5 February 2016  
**Author:** Mr Aaron Cook

### Attachments

- Monthly Financial Report for the period ended 31 January 2016 that consists of the Balance Sheet and Income Statement.

### Background

Council is requested to review the January 2016 Monthly Financial Reports as attached.

### Summary

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

### Comment

The January 2016 Monthly Financial Reports are presented for review.

### Consultation

Nil

### 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 AND OFFICER'S RECOMMENDATION**

**Moved: Cr Hardie**

**Seconded: Cr Ballard**

That Council:

Receive the January 2016 Monthly Financial Reports as presented.

**CARRIED 7/0**

**SHIRE OF NARROGIN**  
**Balance Sheet**  
As of January 31, 2016

Jan 31, 16

**ASSETS**

**Current Assets**

**Chequing/Savings**

A01100 · Cash at Bank	
A01101 · Unrestricted Municipal Bank	379,563.21
A01102 · Unrestricted Short Term Investm	316,694.99
A01107 · WATC-Overnight Cash Deposit Fac	722,431.79

Total A01100 · Cash at Bank 1,418,689.99

**A01110 · Reserved Cash**

A01111 · Long Service Leave	102,804.57
A01112 · Plant Replacement	292,462.49
A01113 · Property Maintenance	7,552.97
A01114 · Office Equipment	14,450.43
A01115 · Recreation Reserve	35,449.09
A01116 · Road Construction	450,290.65
A01117 · Waste Site Development	81,539.05

Total A01110 · Reserved Cash 984,549.25

Total Chequing/Savings 2,403,239.24

**Accounts Receivable**

A01120 · ACCOUNTS RECEIVABLE	117,756.26
A01122 · Provision for Doubtful Debts	-808.00

Total Accounts Receivable 116,948.26

**Other Current Assets**

A01105 · Petty Cash and Cash on Hand	350.00
A01190 · STOCK ON HAND	8,828.00

Total Other Current Assets 9,178.00

Total Current Assets 2,529,365.50

**Fixed Assets**

**A0151 · Land**

A01512 · At Cost	1,073,246.95
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Total A0151 · Land 1,073,246.95

**A0152 · Buildings**

A01521 · Accum.Depn - Buildings	-106,284.36
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**A01522 · At Cost**

E168137 · Additions - 2015-16	
E168141 · Depot Shed Extension	23,631.65
E168138 · Admin Building Roof	8,104.02

Total E168137 · Additions - 2015-16 31,735.67

A01522 · At Cost - Other 3,237,386.33

Total A01522 · At Cost 3,269,122.00

Total A0152 · Buildings 3,162,837.64

**A0153 · Infrastructure - Roads**

A01531 · Accumulated Depn - Infra	-20,501,099.41
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**A01533 · At Cost**

**E168232 · Additions - 2015-16**

E168787 · Yilliminning Road - Reseal	1,958.96
E168788 · Tarwonga Road - Reseal	147.20
E168789 · Wandering Narrogin Road-Reseal	26,358.71
E168790 · Wanerie Road - Seal & Construct	463,726.97
E168791 · Ngn/ Dongolocking-Extend & Seal	12,209.70
E168792 · Ngn Valley Rd - Reinstate Seal	345.08
E168793 · Boundain Nth Rd - Reseal	6,116.66
E168794 · Whinbin Rock Rd - Reseal	1,442.99
E168795 · Whinbin Rock Rd - Widen Seal	18,061.19
E168796 · Cooraminning Rd - 9km Gravel	70,595.00
E168797 · Wagin Wickepin Rd - Seal	109.62
E168798 · Wagin Wickepin Rd- Gravel Sheet	8,085.00
E168799 · Bradford Road - Clear, Gravel	64,342.08
E168800 · Michael Brown Rd- Clear, Gravel	17,872.60
E168801 · McKenzie Road - Clear, Widen	103,252.42
E168802 · Lock Road - Gravel Sheet Quartz	19,432.08

**SHIRE OF NARROGIN**  
**Balance Sheet**  
 As of January 31, 2016

	<u>Jan 31, 16</u>
E168803 · Armstrong Road - Gravel Sheet	43,974.75
E168808 · Clayton Road - Install Headwall	15,143.00
<b>Total E168232 · Additions - 2015-16</b>	<b>873,174.01</b>
A01533 · At Cost - Other	113,163,436.32
<b>Total A01533 · At Cost</b>	<b>114,036,610.33</b>
<b>Total A0153 · Infrastructure - Roads</b>	<b>93,535,510.92</b>
A0154 · Furniture & Equipment	
A01541 · Accumulated Depn - F&E	-9,798.54
A01542 · At Cost	21,269.84
<b>Total A0154 · Furniture &amp; Equipment</b>	<b>11,471.30</b>
A0156 · Plant & Equipment	
A01561 · Accumulated Depn - P&E	-714,588.96
A01562 · At Cost	
E168579 · .Additions-2015-16	
E168580 · Komatsu Front End Loader	327,000.00
E168581 · Multipac 12t Vibe. Drum Roller	139,680.00
E168582 · Traffic Lights	30,056.31
E168583 · CEO - Prado SUV	51,047.23
E168584 · Tech Officer-Mazda 4x4 canopy	36,754.55
E168585 · Grader Operator 4x4 Utility	37,832.52
<b>Total E168579 · .Additions-2015-16</b>	<b>622,370.61</b>
A01562 · At Cost - Other	3,430,741.36
<b>Total A01562 · At Cost</b>	<b>4,053,111.97</b>
<b>Total A0156 · Plant &amp; Equipment</b>	<b>3,338,523.01</b>
A0157 · Tools	
A01571 · Accum. Depn - Tools	-18,214.41
A01572 · At Cost	
E168622 · Additions - 2015-16	
E168623 · Tools	13,139.74
<b>Total E168622 · Additions - 2015-16</b>	<b>13,139.74</b>
A01572 · At Cost - Other	69,703.18
<b>Total A01572 · At Cost</b>	<b>82,842.92</b>
<b>Total A0157 · Tools</b>	<b>64,628.51</b>
<b>Total Fixed Assets</b>	<b>101,186,218.33</b>
<b>TOTAL ASSETS</b>	<b>103,715,583.83</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable	
L01215 · SUNDRY CREDITORS	154,054.69
<b>Total Accounts Payable</b>	<b>154,054.69</b>
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	19,550.00
2200 · Tax Payable	-40,759.08
L0122 · Employee Entitlements	
L01225 · Annual Leave	109,956.11
L01226 · Long Service Leave - Current	153,063.98
<b>Total L0122 · Employee Entitlements</b>	<b>263,020.09</b>
L01221 · Borrowings - Current	25,140.84
L01222 · Accrued Interest	1,407.14
L01260 · Shire No. Plates-Dept Transport	200.00
L2300 · Superannuation	10,890.68
L2400 · Union Fees	92.60
<b>Total Other Current Liabilities</b>	<b>279,542.27</b>
<b>Total Current Liabilities</b>	<b>433,596.96</b>

**SHIRE OF NARROGIN**  
**Balance Sheet**  
 As of January 31, 2016

	<u>Jan 31, 16</u>
Long Term Liabilities	
L01230 · Provision - Employee LSL	11,436.31
L01710 · Loan Liability	77,592.98
<b>Total Long Term Liabilities</b>	<b>89,029.29</b>
<b>TOTAL LIABILITIES</b>	<b>522,626.25</b>
<b>NET ASSETS</b>	<b>103,192,957.58</b>
<b>EQUITY</b>	
3000 · Opening Bal Equity	18,800,871.39
3900 · *Retained Earnings	12,013,353.19
L01900 · Reserved Equity	
L01911 · Long Service Leave	102,804.57
L01912 · Plant Replacement	292,462.49
L01913 · Property Maintenance	7,552.97
L01914 · Office Equipment	14,450.43
L01915 · Recreation Reserve	35,449.09
L01916 · Road Construction	450,290.65
L01922 · Waste Site Development	81,539.05
L01917 · Reval Res. - Land	629,600.00
L01919 · Reval Res - Bldgs Non Special	2,136,411.39
L01920 · Reval Res. - Plant & Equipment	1,269,677.53
L01921 · Reval Res. - Furniture & Equip	5,336.15
L01923 · Reval. Res. - Infrastructure	66,637,327.86
<b>Total L01900 · Reserved Equity</b>	<b>71,662,902.18</b>
Net Income	715,830.82
<b>TOTAL EQUITY</b>	<b>103,192,957.58</b>

**SHIRE OF NARROGIN**  
**Income Statement**  
July 2015 through January 2016

	Jul 15 - Jan 16	Budget	% of Budget
<b>Income</b>			
<b>103 - GENERAL PURPOSE FUNDING</b>			
<b>1031 - Rates</b>			
1031005 - GRV	57,081.57	57,081.00	100.0%
1031010 - UV	880,302.50	880,302.00	100.0%
1031018 - GRV - Minimum	8,850.00	8,850.00	100.0%
1031020 - UV - Minimum	59,000.00	59,000.00	100.0%
1031050 - Highbury & Yilliminning - Min.	11,210.00	11,210.00	100.0%
1031065 - Mining Tenements - Min.	590.00	590.00	100.0%
1031070 - Interim Rates	441.69		
1031025 - Ex-Gratia Rates	6,463.70	6,300.00	102.6%
1031030 - Instalment Interest	692.82	700.00	99.0%
1031035 - Non Payment Penalty	1,044.71	5,000.00	20.9%
1031040 - Rates Instalment Charge	420.00	400.00	105.0%
1031045 - Discount Allowed	-18,171.86	-18,500.00	98.2%
<b>Total 1031 - Rates</b>	<b>1,007,925.13</b>	<b>1,010,933.00</b>	<b>99.7%</b>
<b>1032 - Other GPF</b>			
1032010 - General Purpose Funding	145,165.50	217,895.25	66.6%
1032020 - Road Funding	94,293.00	166,507.50	56.6%
1032030 - Interest on Investments	15,189.29	7,289.95	208.4%
1032040 - Interest on Reserves	7,604.62	8,324.20	91.4%
<b>Total 1032 - Other GPF</b>	<b>262,252.41</b>	<b>400,016.90</b>	<b>65.6%</b>
<b>Total 103 - GENERAL PURPOSE FUNDING</b>	<b>1,270,177.54</b>	<b>1,410,949.90</b>	<b>90.0%</b>
<b>105 - LAW ORDER &amp; PUBLIC SAFETY</b>			
<b>1051 - Fire Prevention</b>			
1051005 - Reimbursement - Fire Prevention	0.00	50.00	0.0%
1051015 - FESA Grant	10,500.00	21,000.00	50.0%
<b>Total 1051 - Fire Prevention</b>	<b>10,500.00</b>	<b>21,050.00</b>	<b>49.8%</b>
<b>1052 - Animal Control</b>			
1052005 - Fines & Penalties	400.00		
1052010 - Dog Registrations	1,513.25	1,500.00	100.9%
1052020 - Cat Registrations	563.15	100.00	563.2%
<b>Total 1052 - Animal Control</b>	<b>2,476.40</b>	<b>1,600.00</b>	<b>154.8%</b>
<b>Total 105 - LAW ORDER &amp; PUBLIC SAFETY</b>	<b>12,976.40</b>	<b>22,650.00</b>	<b>57.3%</b>
<b>107 - HEALTH</b>			
<b>1074 - Admn. &amp; Inspections</b>			
1074005 - Meat Inspection Services	1,170.28	1,168.70	100.3%
<b>Total 1074 - Admn. &amp; Inspections</b>	<b>1,170.28</b>	<b>1,166.70</b>	<b>100.3%</b>
<b>Total 107 - HEALTH</b>	<b>1,170.28</b>	<b>1,166.70</b>	<b>100.3%</b>
<b>109 - HOUSING</b>			
<b>1091 - Housing</b>			
1091010 - Housing Rental	9,800.00	10,616.70	92.3%
<b>Total 1091 - Housing</b>	<b>9,800.00</b>	<b>10,616.70</b>	<b>92.3%</b>
<b>Total 109 - HOUSING</b>	<b>9,800.00</b>	<b>10,616.70</b>	<b>92.3%</b>
<b>110 - COMMUNITY AMENITIES</b>			
<b>1101 - Sanitation - Household</b>			
1101005 - Rubbish Service Income	45,586.16	44,730.00	101.9%
1101015 - Recycle Bins	13,132.49	12,920.00	101.6%
<b>Total 1101 - Sanitation - Household</b>	<b>58,718.65</b>	<b>57,650.00</b>	<b>101.9%</b>
<b>1102 - Sanitation - Other</b>			
1102010 - Septic Tank Inspection Fees	236.00	988.75	23.9%
<b>Total 1102 - Sanitation - Other</b>	<b>236.00</b>	<b>988.75</b>	<b>23.9%</b>
<b>1106 - Town Planning</b>			
1106005 - Development Application Fees	6,035.30	116.70	5,171.6%
<b>Total 1106 - Town Planning</b>	<b>6,035.30</b>	<b>116.70</b>	<b>5,171.6%</b>
<b>Total 110 - COMMUNITY AMENITIES</b>	<b>64,989.95</b>	<b>68,755.45</b>	<b>110.6%</b>
<b>111 - RECREATION &amp; CULTURE</b>			
<b>1111 - Public Halls and Civic Centres</b>			
1111005 - Other Income	314.13	291.70	107.7%
<b>Total 1111 - Public Halls and Civic Centres</b>	<b>314.13</b>	<b>291.70</b>	<b>107.7%</b>
<b>1113 - Other Recreation</b>			
1113010 - Other Contributions	0.00	2,625.00	0.0%
1113030 - Kidsport Applications	2,200.00	2,500.00	88.0%
<b>Total 1113 - Other Recreation</b>	<b>2,200.00</b>	<b>5,125.00</b>	<b>42.9%</b>
<b>1117 - Other Culture</b>			
1117015 - Arts Narrogin Coordinator	12,629.05	11,666.70	108.2%
<b>Total 1117 - Other Culture</b>	<b>12,629.05</b>	<b>11,666.70</b>	<b>108.2%</b>
<b>Total 111 - RECREATION &amp; CULTURE</b>	<b>15,143.18</b>	<b>17,083.40</b>	<b>88.6%</b>

**SHIRE OF NARROGIN**  
**Income Statement**  
 July 2015 through January 2016

	Jul 15 - Jan 16	Budget	% of Budget
<b>I12 · TRANSPORT</b>			
<b>I121 · Road Construction</b>			
I121005 · Road Project Grant	132,000.00	247,500.00	53.3%
I121010 · Roads to Recovery Grant	76,000.00	421,309.50	18.0%
I121055 · MRD Const-Link Rd Stge 2 Pkge 2	506,580.98	533,333.34	95.0%
I121070 · MRD Const-Link Rd Stge 2 Pkge 3	114,304.69	0.00	100.0%
I121065 · Depot Shed Extension Cont	0.00	63,500.00	0.0%
<b>Total I121 · Road Construction</b>	<b>828,885.67</b>	<b>1,265,642.84</b>	<b>65.5%</b>
<b>I122 · Road Maintenance</b>			
I122005 · Direct Road Grant	86,900.00	66,675.00	133.3%
<b>Total I122 · Road Maintenance</b>	<b>86,900.00</b>	<b>66,675.00</b>	<b>133.3%</b>
<b>I123 · Plant Costs</b>			
I123100 · Profit on Asset Disposal	57,656.27	2,600.00	2,217.5%
<b>Total I123 · Plant Costs</b>	<b>57,656.27</b>	<b>2,600.00</b>	<b>2,217.5%</b>
<b>I125 · Aerodrome</b>			
I125005 · Aerodrome Rent	2,000.00	1,500.00	133.3%
I125010 · Other Income	0.00	2,330.00	0.0%
<b>Total I125 · Aerodrome</b>	<b>2,000.00</b>	<b>3,830.00</b>	<b>52.2%</b>
<b>Total I12 · TRANSPORT</b>	<b>977,441.94</b>	<b>1,338,747.84</b>	<b>73.0%</b>
<b>I13 · ECONOMIC SERVICES</b>			
<b>I133 · Building Control</b>			
I133005 · Building Licence Fees	3,288.69	3,500.00	94.0%
I133010 · BCITF Commission	37.50	29.20	128.4%
I133015 · BRB Dispute Fee Commission	40.00	145.85	27.4%
I133020 · Osmolition Licence Fees	0.00	50.00	0.0%
<b>Total I133 · Building Control</b>	<b>3,366.19</b>	<b>3,725.05</b>	<b>90.4%</b>
<b>I138 · Other</b>			
I138005 · Sale of Water	3,026.20	3,500.00	66.5%
<b>Total I138 · Other</b>	<b>3,026.20</b>	<b>3,500.00</b>	<b>86.5%</b>
<b>Total I13 · ECONOMIC SERVICES</b>	<b>6,392.39</b>	<b>7,225.05</b>	<b>88.5%</b>
<b>I14 · OTHER PROPERTY &amp; SERVICES</b>			
<b>I141 · Private Works</b>			
I141005 · Town of Narrogin	2,934.00	2,500.00	117.4%
I141010 · Private Works - Other	30,540.64	29,166.70	104.7%
<b>Total I141 · Private Works</b>	<b>33,474.64</b>	<b>31,666.70</b>	<b>105.7%</b>
<b>I142 · Administration Overheads</b>			
I142005 · Narrogin Computers Rent	15,569.20	12,191.70	126.1%
I142010 · Café 27 Restaurant Rent	11,450.95	11,439.20	100.1%
I142015 · District Map Sales	20.00	35.00	57.1%
I142025 · Narrogin Computers Other	0.00	1,590.00	0.0%
I142030 · Café 27 Restaurant Other	2,666.66	1,335.00	199.7%
I142035 · Commission & Reimburse - Admin	15,449.67	9,041.70	170.9%
I142040 · Photocopying	0.00	35.00	0.0%
<b>Total I142 · Administration Overheads</b>	<b>44,956.48</b>	<b>35,667.80</b>	<b>126.0%</b>
<b>I143 · Public Works Overheads</b>			
I143005 · Reimbursements - Public Works	3,133.45	3,000.00	104.4%
<b>Total I143 · Public Works Overheads</b>	<b>3,133.45</b>	<b>3,000.00</b>	<b>104.4%</b>
<b>I144 · Plant Operation Costs</b>			
I144005 · Reimbursement - Plant Operation	12,320.36	18,500.00	66.6%
<b>Total I144 · Plant Operation Costs</b>	<b>12,320.36</b>	<b>18,500.00</b>	<b>66.6%</b>
<b>I147 · Unclassified Items</b>			
I147001 · Rounding	-0.08		
<b>Total I147 · Unclassified Items</b>	<b>-0.08</b>		
<b>Total I14 · OTHER PROPERTY &amp; SERVICES</b>	<b>93,884.65</b>	<b>88,834.30</b>	<b>105.7%</b>
<b>Total Income</b>	<b>2,451,976.53</b>	<b>2,956,029.34</b>	<b>82.9%</b>
<b>Expense</b>			
<b>E03 · GENERAL PURPOSE FUNDING.</b>			
<b>E031 · Rates</b>			
E031005 · Debt Collection	0.00	50.00	0.0%
E031010 · Postage & Stationery	240.59	300.00	80.2%
E031015 · Valuation Expenses	2,770.75	6,125.00	45.2%
E031200 · Administration Allocated	4,977.50	9,900.00	50.3%
E031205 · Collection Fees & Commission	0.00	50.00	0.0%
<b>Total E031 · Rates</b>	<b>7,988.84</b>	<b>16,425.00</b>	<b>48.6%</b>
<b>E032 · Other</b>			
E032200 · Admin. Allocated - Other GPF	1,357.50	2,700.00	50.3%
<b>Total E032 · Other</b>	<b>1,357.50</b>	<b>2,700.00</b>	<b>50.3%</b>
<b>Total E03 · GENERAL PURPOSE FUNDING.</b>	<b>9,346.34</b>	<b>19,125.00</b>	<b>48.9%</b>



**SHIRE OF NARROGIN**  
**Income Statement**  
 July 2015 through January 2016

	Jul 15 - Jan 16	Budget	% of Budget
<b>E04 - GOVERNANCE.</b>			
<b>E041 - Membership</b>			
E041010 - Conference Expenses	5,951.24	8,000.00	74.4%
E041015 - Election Expenses	1,350.00	2,000.00	67.5%
E041025 - Refreshments & Receptions	5,624.82	3,791.70	148.3%
E041030 - Insurance	7,287.34	6,000.00	121.5%
E041035 - Subscriptions	11,188.61	6,708.35	166.8%
E041040 - Member's Training	0.00	500.00	0.0%
E041045 - Other - Sundry	2,635.63	2,250.00	117.1%
E041200 - Admin Allocated	19,457.50	38,700.00	50.3%
<b>Total E041 - Membership</b>	<b>53,495.34</b>	<b>67,950.05</b>	<b>78.7%</b>
<b>E042 - Other Governance</b>			
E042005 - Audit Expenses	6,980.15	8,000.00	87.3%
E042010 - Consulting Services	1,666.67	1,166.70	142.9%
E042040 - RTG - Long Term Financial Plan	0.00	375.00	0.0%
<b>Total E042 - Other Governance</b>	<b>8,646.82</b>	<b>9,541.70</b>	<b>90.6%</b>
<b>Total E04 - GOVERNANCE.</b>	<b>62,142.16</b>	<b>77,491.75</b>	<b>80.2%</b>
<b>E05 - LAW ORDER &amp; PUBLIC SAFETY.</b>			
<b>E051 - Fire Prevention</b>			
E051005 - Radio Repairs & Licences	565.82	750.00	75.4%
E051010 - Insurance	6,784.64	11,000.00	79.9%
E051015 - Other Expenses	6,747.45	4,000.00	168.7%
E051020 - Advertising	228.65	175.00	130.7%
E051200 - Admin Allocation - Fire Control	2,715.00	5,400.00	50.3%
E051298 - Depreciation - Fire Prevention	6,943.99	13,812.50	50.3%
<b>Total E051 - Fire Prevention</b>	<b>25,985.55</b>	<b>35,137.50</b>	<b>74.0%</b>
<b>E052 - Animal Control</b>			
E052005 - Animal Control Expenses	60.34	250.00	32.1%
E052010 - Ranger Fees	72.73	1,312.50	5.5%
E052200 - Admin Allocation - Animal Contr	905.00	1,600.00	50.3%
<b>Total E052 - Animal Control</b>	<b>1,038.07</b>	<b>3,362.50</b>	<b>31.5%</b>
<b>E053 - Other</b>			
E053010 - LEMC Coordinator	5,000.00	2,500.00	200.0%
E053200 - Admin Allocation - Other	905.00	1,600.00	50.3%
<b>Total E053 - Other</b>	<b>5,905.00</b>	<b>4,300.00</b>	<b>137.3%</b>
<b>Total E05 - LAW ORDER &amp; PUBLIC SAFETY.</b>	<b>32,948.62</b>	<b>42,800.00</b>	<b>77.0%</b>
<b>E07 - HEALTH.</b>			
<b>E074 - Preventative Services</b>			
E074005 - Health Services	11,184.02	21,875.00	51.1%
E074010 - Other Expenses	0.00	25.00	0.0%
E074200 - Admin Allocated	905.00	1,800.00	50.3%
<b>Total E074 - Preventative Services</b>	<b>12,089.02</b>	<b>23,700.00</b>	<b>51.0%</b>
<b>E076 - Preventative Services - Other</b>			
E076005 - Analytical Expenses	358.02	437.50	81.8%
E076010 - Meat Inspection Services	1,166.27	1,166.70	100.0%
<b>Total E076 - Preventative Services - Other</b>	<b>1,524.29</b>	<b>1,604.20</b>	<b>95.0%</b>
<b>E077 - Other</b>			
E077025 - Comm. Assisted Transport Scheme	0.00	1,000.00	0.0%
E077030 - Rural Clinical School	0.00	500.00	0.0%
<b>Total E077 - Other</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.0%</b>
<b>Total E07 - HEALTH.</b>	<b>13,613.31</b>	<b>26,804.20</b>	<b>50.8%</b>
<b>E08 - EDUCATION &amp; WELFARE.</b>			
<b>E085 - Other Welfare</b>			
E085005 - Youth Support	0.00	250.00	0.0%
<b>Total E085 - Other Welfare</b>	<b>0.00</b>	<b>250.00</b>	<b>0.0%</b>
<b>E087 - Other Education</b>			
E087005 - School Donation	140.00	350.00	40.0%
<b>Total E087 - Other Education</b>	<b>140.00</b>	<b>350.00</b>	<b>40.0%</b>
<b>Total E08 - EDUCATION &amp; WELFARE.</b>	<b>140.00</b>	<b>600.00</b>	<b>23.3%</b>
<b>E09 - HOUSING.</b>			
<b>E091 - Housing</b>			
E091005 - Housing Maintenance	4,096.50	3,250.00	126.0%
E091298 - Depreciation - Housing	2,017.21	4,012.50	50.3%
<b>Total E091 - Housing</b>	<b>6,113.71</b>	<b>7,262.50</b>	<b>84.2%</b>
<b>Total E09 - HOUSING.</b>	<b>6,113.71</b>	<b>7,262.50</b>	<b>84.2%</b>
<b>E10 - COMMUNITY AMENITIES.</b>			
<b>E101 - Sanitation Household</b>			
E101005 - Donation Town of Narrogin	6,000.00	6,000.00	100.0%
E101010 - Refuse Tip Mtce - Highbury	0.00	15,000.00	0.0%
E101015 - Rubbish Service	12,419.91	31,208.35	39.8%
E101020 - Waste Management Plan	0.00	2,500.00	0.0%
E101025 - Recycling Service	7,246.55	7,116.70	101.9%
E101200 - Admin Allocation - Refuse	905.00	1,800.00	50.3%
<b>Total E101 - Sanitation Household</b>	<b>26,573.46</b>	<b>63,625.05</b>	<b>41.8%</b>

## SHIRE OF NARROGIN

## Income Statement

July 2016 through January 2016

	Jul 15 - Jan 16	Budget	% of Budget
<b>E102 - Sanitation - Other</b>			
E102005 - Litter Control - KABC	598.28	500.00	119.7%
<b>Total E102 - Sanitation - Other</b>	598.28	500.00	119.7%
<b>E105 - Protection of the Environment</b>			
E105010 - Reserve Rehabilitation	567.00	500.00	113.4%
E105025 - Depreciation - Prot of Environ	62.84	125.00	50.3%
E105200 - Admin Allocated	1,357.50	2,700.00	50.3%
<b>Total E105 - Protection of the Environment</b>	1,987.34	3,325.00	59.8%
<b>E106 - T.P. &amp; Regional Devel</b>			
E106005 - Town Planning Control	8,491.60	2,500.00	339.7%
E106200 - Admin Allocation - Town Plannin	4,072.50	6,100.00	50.3%
<b>Total E106 - T.P. &amp; Regional Devel</b>	12,564.10	10,600.00	118.5%
<b>E107 - Other</b>			
E107005 - Public Conv - Town of Narrogin	1,850.00	1,850.00	100.0%
E107010 - Cemetery - Town of Narrogin	2,500.00	2,500.00	100.0%
E107015 - Public Conv - Highbury	5,836.67	3,750.00	155.6%
E107020 - Depreciation - Other	559.29	1,112.50	50.3%
E107025 - Cemetery Toilets	6,101.75	5,000.00	162.0%
<b>Total E107 - Other</b>	18,847.71	14,212.50	132.6%
<b>Total E10 - COMMUNITY AMENITIES.</b>	60,570.69	92,262.55	65.7%
<b>E11 - RECREATION &amp; CULTURE.</b>			
<b>E111 - Public Halls &amp; Civic Centres</b>			
E111005 - Hall Maintenance	5,263.99	3,250.00	162.0%
E111010 - Donation Town of Narrogin	3,500.00	3,500.00	100.0%
E111015 - RLGP Funding - Highbury Hall	0.00	7,584.50	0.0%
E111288 - Depreciation - Rec & Culture	3,812.85		
<b>Total E111 - Public Halls &amp; Civic Centres</b>	12,576.84	14,334.50	87.7%
<b>E112 - Swimming Areas</b>			
E112005 - Donation Town of Narrogin	16,250.00	16,250.00	100.0%
<b>Total E112 - Swimming Areas</b>	16,250.00	16,250.00	100.0%
<b>E113 - Other Recreation</b>			
E113115 - Highbury Tennis Court Fence	0.00	13,200.00	0.0%
E113005 - Highbury Recreation	0.00	250.00	0.0%
E113010 - Contribution - Rec Centre	3,500.00	3,500.00	100.0%
E113015 - Contribution - Racecourse	800.00	600.00	100.0%
E113020 - Contribution - Rec Grounds	17,500.00	17,500.00	100.0%
E113025 - Contribution - Function Centre	4,100.00	4,100.00	100.0%
E113030 - Other Rec Grounds - Town	556.34	1,750.00	31.8%
E113035 - Other Rec Grounds - Shire	4,247.70	3,750.00	113.3%
E113040 - Debt Service	872.58	743.50	117.4%
E113045 - Accrued Interest on Loans	0.00	-109.50	0.0%
E113110 - Club Development Officer	2,000.00	1,000.00	200.0%
E113120 - Kidsport Applications	0.00	2,500.00	0.0%
E113200 - Admin Allocation - Other Recrea	905.00	1,800.00	50.3%
E113300 - Depreciation - Other Recreation	657.61	1,308.00	50.3%
<b>Total E113 - Other Recreation</b>	35,139.23	52,092.00	67.5%
<b>E115 - Library</b>			
E115005 - Donation - Town of Narrogin	16,000.00	16,000.00	100.0%
<b>Total E115 - Library</b>	16,000.00	16,000.00	100.0%
<b>E117 - Other Culture</b>			
E117040 - Heritage Records Town of Ngn	1,500.00	3,000.00	50.0%
E117005 - Museum Town of Narrogin	500.00	500.00	100.0%
E117010 - Community Arts Program	2,000.00	2,000.00	100.0%
E117015 - Donations Other	0.00	150.00	0.0%
E117030 - Arts Narrogin Coordinator	12,629.05	11,666.70	108.2%
E117035 - Arts Narrogin Contribution	2,000.00	1,000.00	200.0%
<b>Total E117 - Other Culture</b>	18,629.05	16,318.70	101.7%
<b>Total E11 - RECREATION &amp; CULTURE.</b>	98,595.12	116,993.20	84.3%
<b>E12 - TRANSPORT.</b>			
<b>E122 - Road Maintenance</b>			
E122005 - Roadworks Maintenance	436,695.67	563,625.00	77.5%
E122010 - Depot Maintenance	82,974.76	27,416.70	302.6%
E122020 - Street Lighting	2,390.06	2,216.70	107.8%
E122025 - Debt Service	3,523.59	3,331.00	105.8%
E122030 - Various Roads - Slashing	66,715.10	52,500.00	127.1%
E122065 - MRD Const.Link Rd Stge 2 PrlIm2	5,625.40		
E122070 - MRD Const.Link Rd Stge 2 PrlIm3	95,979.10		
E122075 - MRD Const.Link Rd Stge 2 PrlIm4	392,799.74	622,222.25	63.1%
E122298 - Depreciation - Transport	100,416.73	459,992.00	21.8%
<b>Total E122 - Road Maintenance</b>	1,187,320.15	1,731,303.65	68.6%
<b>E123 - Plant Costs</b>			
E123010 - Accrued Interest on Loans	0.00	-177.00	0.0%
E123100 - Loss on Disposal of Asset	0.00	117,250.00	0.0%
<b>Total E123 - Plant Costs</b>	0.00	117,073.00	0.0%
<b>E125 - Aerodrome</b>			
E125005 - Aerodrome Maintenance	1,896.46	3,750.00	50.6%
<b>Total E125 - Aerodrome</b>	1,896.46	3,750.00	50.6%
<b>Total E12 - TRANSPORT.</b>	1,189,216.63	1,852,126.65	64.2%

**SHIRE OF NARROGIN**  
**Income Statement**  
July 2015 through January 2016

	Jul 15 - Jan 18	Budget	% of Budget
<b>E13 - ECONOMIC SERVICES.</b>			
<b>E131 - Rural Services</b>			
E131010 - Noxious Weed Control	0.00	300.00	0.0%
<b>Total E131 - Rural Services</b>	<b>0.00</b>	<b>300.00</b>	<b>0.0%</b>
<b>E132 - Tourism/Area Promotion</b>			
E132005 - Area Promotion	15,658.81	15,500.00	101.0%
E132015 - Donation - Agrdcultural Society	1,818.18	2,000.00	90.9%
E132030 - Donation - Central Dist Display	350.00	350.00	100.0%
E132035 - Australlie Day Event	36.36		
E132040 - Donation - Spring Festival	0.00	500.00	0.0%
E132045 - Donation - Chaplaincy Service	0.00	500.00	0.0%
E132200 - Admin Allocation	1,810.00	3,600.00	50.3%
<b>Total E132 - Tourism/Area Promotion</b>	<b>19,673.35</b>	<b>22,450.00</b>	<b>87.6%</b>
<b>E133 - Building Control Expenses</b>			
E133005 - Building Services	3,391.27	5,450.00	62.2%
E133010 - Other Expenses	0.00	150.00	0.0%
E133200 - Admin Allocated - Building	3,167.50	6,300.00	50.3%
<b>Total E133 - Building Control Expenses</b>	<b>6,558.77</b>	<b>11,900.00</b>	<b>55.1%</b>
<b>E138 - Other Economic Services</b>			
E138005 - Standpipe Water	12,180.55	10,750.01	113.3%
<b>Total E138 - Other Economic Services</b>	<b>12,180.55</b>	<b>10,750.01</b>	<b>113.3%</b>
<b>Total E13 - ECONOMIC SERVICES.</b>	<b>38,412.87</b>	<b>45,400.01</b>	<b>84.6%</b>
<b>E14 - OTHER PROPERTY &amp; SERVICES.</b>			
<b>E141 - Private Works</b>			
E141005 - Town of Narrogin	3,715.23	5,000.00	74.3%
E141200 - Private Work - Other	28,512.18	24,500.00	116.4%
<b>Total E141 - Private Works</b>	<b>32,227.39</b>	<b>29,500.00</b>	<b>109.2%</b>
<b>E142 - Administration Overheads</b>			
E142006 - Salaries	244,944.26	167,037.50	146.6%
E142010 - Superannuation	16,823.95	17,500.00	96.1%
E142016 - Printing & Stationery	2,051.85	1,458.35	140.7%
E142020 - Office Expenses	7,468.10	7,875.00	94.8%
E142025 - Office Equipment Maintenance	499.09	200.00	249.5%
E142030 - Computer Equipment Maintenance	30,310.09	18,958.35	159.9%
E142036 - Advertising	2,121.70	1,604.20	132.3%
E142040 - Photocopy Supplies	2,310.07	1,750.00	132.0%
E142045 - Postage	870.81	700.00	95.8%
E142050 - Bank Fees	2,243.34	1,050.00	213.7%
E142065 - Telephone	2,380.39	2,625.00	90.7%
E142060 - Insurance	16,431.03	2,333.35	704.2%
E142066 - Legal Expenses	0.00	700.00	0.0%
E142070 - Uniforms	1,467.36	583.35	251.5%
E142075 - Training	0.00	875.00	0.0%
E142080 - Narrogin Computers Maintenance	8,234.69	4,958.35	125.7%
E142090 - Fringe Benefit Tax	1,559.74	3,375.00	46.2%
E142095 - Café 27 Restaurant Maintenance	6,877.85	6,125.00	112.3%
E142100 - Admin Building Maintenance	2,904.75	3,208.35	90.5%
E142105 - Consulting Services	3,016.65	2,333.35	129.3%
E142115 - Accrued Long Service Leave	0.00	2,916.70	0.0%
E142200 - LESS ADMINISTRATION ALLOCATED	-90,500.00	-211,166.70	42.9%
E142298 - Depreciation - Admin	10,581.80	24,409.00	43.4%
<b>Total E142 - Administration Overheads</b>	<b>270,397.52</b>	<b>61,409.15</b>	<b>440.3%</b>
<b>E143 - Works Overheads</b>			
E143005 - Engineering Salaries	40,586.58	37,041.70	109.6%
E143010 - Superannuation	47,594.43	44,916.70	106.0%
E143016 - Sick & Holiday Pay	55,212.96	73,500.00	75.1%
E143020 - Insurance on Works	43,487.00	59,500.00	73.1%
E143025 - Protective Clothing	1,185.05	2,916.70	40.6%
E143030 - Training	9,124.41	14,583.35	62.8%
E143035 - Long Service Leave	0.00	7,291.70	0.0%
E143040 - Occupational Health & Safety	349.99	1,458.35	24.0%
E143045 - Bonus Payment	7,785.00	17,000.00	45.8%
E143050 - Communications	2,823.96	2,916.70	96.8%
E143065 - Depot Consumables	15,404.75	13,416.70	114.8%
E143060 - Fringe Benefit Tax	1,548.00	2,625.00	59.0%
E143065 - Damage to Services	1,042.24	750.00	139.0%
E143070 - Industry & Service Pay Allowanc	16,170.23	14,875.00	108.7%
E143071 - Travel & Meal Allowance	781.60	750.00	101.6%
E143075 - Accrued Long Service Leave	0.00	2,333.35	0.0%
E143200 - Admin Allocated	47,060.00	93,600.00	50.3%
E143290 - LESS PWQH ALLOCATED-PRDJECTS	-364,058.03	-318,600.00	115.0%
<b>Total E143 - Works Overheads</b>	<b>-73,921.53</b>	<b>72,875.25</b>	<b>-101.4%</b>
<b>E144 - Plant Cost Overheads</b>			
E144006 - Fuel & Oil	104,942.61	113,750.00	92.2%
E144010 - Tyres & Tubes	12,922.53	17,500.00	73.8%
E144015 - Parts and Repairs	189,221.61	147,000.00	135.5%
E144020 - Repair Wages	65,507.06	70,000.00	93.8%
E144025 - Insurance & Licences	34,338.59	21,000.00	163.5%
E144030 - Sundry Tools	342.50	583.35	58.7%
E144290 - LESS POC ALLOCATED-PROJECTS	-424,421.00	-325,000.00	130.6%
E144298 - Depreciation - Tools	2,747.87	5,178.50	53.1%
<b>Total E144 - Plant Cost Overheads</b>	<b>-4,498.23</b>	<b>50,011.85</b>	<b>-9.0%</b>

**SHIRE OF NARROGIN**  
**Income Statement**  
 July 2015 through January 2016

	Jul 15 - Jan 16	Budget	% of Budget
<b>E145 - Salaries Control</b>			
E145010 - Gross Total Salaries and Wages	763,581.93	732,083.35	104.3%
E145200 - LESS SALS/WAGES ALLOCATED	-763,581.93	-732,083.35	104.3%
<b>Total E145 - Salaries Control</b>	0.00	0.00	0.0%
<b>E147 - Unclassified Items</b>			
E147005 - Lot 205 Mokine Road	841.03	515.50	163.1%
<b>Total E147 - Unclassified Items</b>	841.03	515.50	163.1%
<b>Total E14 - OTHER PROPERTY &amp; SERVICES.</b>	225,046.18	214,311.75	105.0%
<b>Total Expense</b>	1,736,145.63	2,495,177.61	69.6%
<b>Net Income</b>	715,830.90	460,851.73	155.3%

## 9.A ADMINISTRATION

### 9.A.396 RATES INTEREST CHARGE WAIVER FROM MAY TO END OF JUNE

<b>File Reference:</b>	Assessment Files
<b>Disclosure of Interest:</b>	Nil
<b>Applicant:</b>	Chief Executive Officer
<b>Previous Item Nos:</b>	Nil
<b>Date:</b>	1 February 2016
<b>Author:</b>	Mr Aaron Cook – Chief Executive Officer

#### Attachments

- Nil

#### Summary

It is presented for Council to consider approving that all rates interest charges from 2 May 2016 to 30 June 2016 be waived.

#### Background

As part of the Merger process the rates files need to be merged together closer to the merger date.

#### Comment

To provide a level of assurance to the data being brought over and merged, it is requested that no further additional interest on outstanding rates be accrued from 2 May 2016 until 30 June 2016.

Any payments made from these outstanding rates will still be taken and this can be amended prior to the uptake of information and the outstanding interest up to 2 May will still be issued.

Once the rating system has been merged the outstanding interest will recommence accruing as of 1 July 2016.

The Local Government Act allows for a Local Government to implement an interest charge within certain limits, however, there is no obligation that it must and as such Council has the right to waive the fees if it requires.

#### Consultation

- IT Vision
- Mr Bob Waddell Consultant
- Various staff members

### **Statutory Environment**

Section 6.51 of the Local Government Act 1995 – Accrual of interest on overdue rates or service charges.

### **Policy Implications**

Nil

### **Financial Implications**

There will be a financial implication to the Shire of Narrogin during this period, however, the amount lost will not substantially impact the Council.

### **Strategic Implications**

Nil

### **Voting Requirements**

Absolute Majority

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Sieber**

**Seconded: Cr Wiese**

That Council:

Waive the accrual of all outstanding rates notices interest charges from 2 May to 30 June 2016 with the re-implementation of the charges as of 1 July 2016 within the “new Shire of Narrogin”.

**CARRIED 7/0  
BY ABSOLUTE MAJORITY**

## 9.A.397 DONATION TO THE LORD MAYOR'S DISTRESS RELIEF FUND

**File Reference:** Nil  
**Disclosure of Interest:** Nil  
**Applicant:** City of Perth Lord Mayor  
**Previous Item Nos:** Nil  
**Date:** 3 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### Attachments

- Letter from the City of Perth Lord Mayor Lisa Scaffidi.

### Summary

It is presented to Council to make a contribution to the Lord Mayors Distress Relief Funds from current budget provisions.

### Background

The Lord Mayor, on a yearly basis requests that local Governments consider making a donation/allocation to the Relief Fund. This fund assists Local Governments and communities in the time of disaster providing some relief.

### Comment

The Shire of Narrogin has been fortunate to not have had a natural disaster that would call on the Lord Mayor's Relief Fund; however, other Local Governments in the last few years have not been so fortunate and have required assistance.

As such, it is felt pertinent that Council consider making an allocation that can be absorbed within the budget to the fund to show Council's commitment to the fund and other Local Governments.

It is proposed to advise the Lord Mayor's Distress Relief Fund to invoice Council for \$500 as this allocation would be contained within the Other Sundry account.

### Consultation

Nil

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION**

**Moved: Cr Borthwick**

**Seconded: Cr Quartermaine**

That Council:

Approve the Lord Mayors Distress Relief Fund to invoice The Shire of Narrogin for the amount of \$500.

**CARRIED 7/0**



Appeals Feb Town + Shire



LORD MAYOR'S  
DISTRESS RELIEF FUND

SHIRE OF NARROGIN
FILE No: .....
RECEIVED
14 DEC 2015
Refer To: .....
Minute No: .....
Answered: .....

Enquiries to: Emma Landers  
9461 3228  
Our Ref: P1005842-14

7 December 2015

Shire of Narrogin  
Cr R.E. Chadwick  
Shire President  
43 Federal St  
NARROGIN WA 6312

Dear Richard

As Chair of the Lord Mayor's Distress Relief Fund and given that summer is upon us, plus the recent fires in Esperance causing such devastation to the local farmers, I felt it timely to write to remind your Council of the importance of fire risk management.

We hope you are not affected however I would like to remind your Council the Lord Mayor's Distress Relief Fund can offer financial support for all Western Australians who experience personal hardship and distress arising from a confirmed natural disaster occurring in our State. The Fund is designated by the State Government as the official body through which all State Emergency appeals are conducted.

Our efforts are made possible with the support of a great Board of Management (nine), comprising two of the City of Perth's senior management team and seven volunteer members whose expertise has been honed over many years in various public service roles.

I'd like to share with you some important details about the Fund:

- The Fund was established in 1961 and since 1996 the Fund has disbursed over \$11.7 million to over 1300 applicants, which is significant in anyone's language.
- The Fund is devoted to assisting all Western Australians regardless of their geographical location within our State.
- It is a registered charitable body that has ATO approval for tax deductibility of donations.

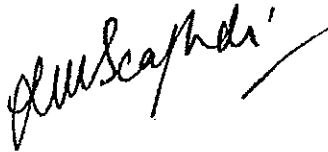
- All associated operational costs and administration of the Fund are donated by the City of Perth. This means that every cent collected can be and is disbursed to those who need it most – our fellow Western Australians who have suffered from events outside personal control.
- That often the Fund assists quietly without raising funds through a public appeal. This typically happens when a disaster affects such a small number of people that a public call for donations would attract little response. In such instances the Fund draws on its invested reserve funds.
- The Fund holds a Charitable Collection License, renewable every three years, and it observes all required guidelines there under.

This Fund is your Fund; it doesn't belong to the City of Perth and is not limited to helping people only in the metropolitan area. I am delighted to report that the City of Perth staff, who as I've previously mentioned administer the Fund, are totally dedicated and committed to the ethos of the Fund.

I'm immensely proud to be associated with this fund and I hope that you can encourage your Council to continue supporting our efforts.

Please encourage your community to remain safe this summer and support us with financial donations if you are able to.

Yours sincerely,



Lisa-M. Scaffidi  
The Rt Hon the Lord Mayor

## **9.A.398      EXPENSES INCURRED BETWEEN THE TOWN AND SHIRE OF NARROGIN**

**File Reference:**                    14.8.1  
**Disclosure of Interest:**        Nil  
**Applicant:**                        Chief Executive Officer  
**Previous Item Nos:**                Nil  
**Date:**                                2 February 2016  
**Author:**                            Mr Aaron Cook – Chief Executive Officer

### **Attachments**

Nil

### **Summary**

It is presented to Council to enhance the spirit of cooperation between the Town and Shire to approve costs to be incurred for staff and plant time to be allocated to “minor” projects that may benefit the other organisation noting that it is for the greater benefit of the new organisation.

### **Background**

Both the Town and the Shire of Narrogin are incurring expenses towards the merger and joint works currently. Although there is four-and-a-half months until the formal merger in many instances the organisations have already merged and joint works are difficult to avoid.

### **Comment**

The request to acknowledge works being performed but to not complicate matters by invoicing each council for what is perceived as being minor is important to not slow down other important processes across the organisation.

However, any works being performed that can be recouped from the merger account will still be invoiced from the Shire to the Town, however, it is noted that the ability to do this is limited to certain activities. For example currently the Town of Narrogin is allocating a large amount of staff time to the Merger process through the administration and finance departments that is not claimable as it does not meet the requirements.

If the Town was to take a formal stance on these activities, which is felt by the officer to be unreasonable at this stage, there would be substantial invoicing to the Shire for contributions to these costs. On the reverse side there is also some works being performed by Shire staff for the merger as well, that cannot be claimed, although this is limited. However, the Shire are invoicing the Town for minor activities which, as stated, is not being reciprocated by the Town to the Shire.

In addition to this both Works crews are working together in a very limited capacity whilst the Human Resources requirements are being finalised. Neither Works Crews are to be requested to perform additional work that will delay or remove staff or plant from a works site that will negatively impact on the operations. However, if there is a down period and either

crew can be utilised to expedite projects to completion prior to 30 June 2016, staff and plant can be allocated but no cash expenses will be incurred by the other Council.

The CEO has spoken with the Shire Works Manager regarding the proposal and he is comfortable with this arrangement as long as the priority is on the budgeted works which, as has been stated, is the organisation's key focus and only "down time" is reallocated.

In discussions with the newly appointed Executive Manager of Development and Regulatory Services, Mr Azhar Awang, all Town Planning and building applications from the Shire is requested to be processed through the Town to ensure consistency in advice and a familiarisation of the issues being presented prior to merger. Again, in this instance, if the resolution is approved the Town would not seek reimbursement for these tasks.

### **Consultation**

- Mr Torre Evans – Shire Executive Manager
- Mr Gary Rasmussen - Shire of Narrogin Works Manager

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

As the new entity is only 18 weeks away from being formed the implications of writing continual tax invoices for minor matters is tapping staff time and energy and adding a level of complexity to the merger and a level of angst between the two organisations' staff that is not needed.

### **Strategic Implications**

The merger process has greatly increased in speed and involvement from many staff members and needs to remain the core focus of the both organisations until the merger date and then of the new organisation until the majority of issues are resolved.

### **Voting Requirements**

Absolute Majority

**COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION**

**Moved: Cr Quartermaine**

**Seconded: Cr Hardie**

That Council:

Agree in principle that all tasks that cross between the Town and Shire of Narrogin, that only require labour or plant and do not affect the providing local government's set/planned works or projects are absorbed by the providing Local Government for the betterment of the merged entity.

Tax invoices will only be raised for significant matters or to ensure that all merger costs to be recouped are facilitated.

**CARRIED 7/0  
BY ABSOLUTE MAJORITY**

## 9.A.399 GRANT SUPPORT

**File Reference:** Grants  
**Disclosure of Interest:** Nil  
**Applicant:** Chief Executive Officer  
**Previous Item Nos:** Nil  
**Date:** 11 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### Attachments

- Nil

### Summary

It is presented for Council to support the following grant applications being made to the Wheatbelt Development Commission.

### Background

The Wheatbelt Development Commission is currently inviting grant applications to be presented for the Community Chest Funding (CCF) where applications can range from 0-\$50,000 and the Wheatbelt Regional Grants Scheme (WRGS) \$50,001 - \$300,000.

### Comment

Contact has been made by several community groups regarding the potential for making application through the CCF and the WRGS for the following projects:

- 1) Shade Sail over the playground and grass area of tennis club in Highbury– Application to come from the Highbury District Community Council prepared by the Town with the Shire to auspice if required. No other action by the Shire is required at this point.
- 2) Ambulance Patient Transfer Facility Narrogin Airport. This grant is to be auspiced by the Shire as St Johns are unable. It is also requested that the Shire perform the preliminary earthworks to clear and prepare the foundation of the pad. All other earth works including the fill for the pad and construction will be completed by contractors.
- 3) Dryandra Country Visitors Centre Upgrade. This grant application will be prepared by the Town; however, will be applied for by the Shire of Narrogin in conjunction with the Dryandra Country Visitors Centre.

As outlined above there are no major commitments from the Shire in regards to these projects but the potential positive impacts can be large if the grants are received. It must be noted that there are also several other grants being prepared by the Town and the Town may also auspice several other grants if required.

### Consultation

- Mr Torre Evens – Shire Executive Manager

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Other than a potential small amount of in-kind earth works at the Narrogin Airstrip there is no commitment from the Shire.

### **Strategic Implications**

The community positive effects that may be brought by the grants being successful would assist in strategically lifting the Shire of Narrogin and the new Shire of Narrogin.

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Borthwick**

**Seconded: Cr Wiese**

That Council:

Endorse and support the following grant applications and commit to any required works as outlined:

- 1) Shade Sail over the playground and grass area of tennis club in Highbury – Application to come from the Highbury District Community Council prepared by the Town with the Shire to auspice if required. No other action by the Shire is required at this point.
- 2) Ambulance Patient Transfer Facility Narrogin Airport. This grant is to be auspiced by the Shire as St Johns are unable. It is also requested that the Shire perform the preliminary earthworks to clear and prepare the foundation of the pad. All other earth works including the fill for the pad and construction will be completed by contractors.
- 3) Dryandra Country Visitors Centre Upgrade. This grant application will be prepared by the Town; however, will be applied for by the Shire of Narrogin in conjunction with the Dryandra Country

**CARRIED 7/0**

**9.A.400      REQUEST FOR COMMENT ON THE POTENTIAL SALE OF THE TOWN OF NARROGIN PROPERTY LOCATED AT THE CORNER OF FORREST AND FAIRWAY STREET LOTS 106,107 AND 108.**

**File Reference:** Property File  
**Disclosure of Interest:** Nil  
**Applicant:** Town of Narrogin  
**Previous Item Nos:** Nil  
**Date:** 10 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

**Attachments**

- Nil

**Summary**

It is presented for Council to consider the request from the Town of Narrogin its proposal to advertise for sale the Old Power House block for development which is currently utilised by Toyota for vehicle storage and servicing and is located on the corner of Forrest and Fairway Street Lot 106,107 and 108.

**Background**

The property in question is currently being leased by Narrogin Toyota while the Toyota site is being redeveloped. The site has been utilised for many purposes over its life including power generation, Town Depot and other various uses.

There is currently an investigation into the potential petrochemical contamination and the detailed report is expected to be completed with 4-6 weeks. This will outline any remediation works required.

The Town of Narrogin has advertised for expressions of interest for this land previously, however, with the site's remediation not having been resolved this has limited interest.

**Comment**

Due to the impending merger the Town of Narrogin is seeking comment from the Shire of Narrogin regarding the sale by tender of the property located on the corner of Forrest and Fairway St Narrogin.

This property has been used for many purposes over the years and has a potential unresolved contamination issue. A detailed report is to be obtained within the next month prior to sale so that both the Town and any potential purchaser are aware of the complications of the site.

The sale of the land to a tenderer will be considered on a basis of price, economic development potential and social factors. The funds received for this free hold property will be placed in the Building Reserve or Economic Development Reserve less any costs incurred to remediate the site.



### **Consultation**

- Nil

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

The potential sale of the land will, depending on any remediation cost, increase the funds being held within the Building Reserve or Economic Development Reserve for future use. The property currently does not incur rates as it is owned by the Town, however if sold, the property once developed, would generate a rate income to the new entity.

### **Strategic Implications**

The potential development of this site by a developer will have the impact of substantial capital investment in Narrogin and depending on the development may increase employment.

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Sieber**

**Seconded: Cr Ballard**

That Council:

Advise the Town of Narrogin that it has no objections to the sale of lot 106, 107 and 108 located at the corner of Forrest and Fairway Streets Narrogin for the purpose of a commercial development.

**CARRIED 7/0**

## **9.A.401      ROADS TO RECOVERY CHANGES TO PROGRAM**

**File Reference:** Roads to Recovery  
**Disclosure of Interest:** Nil  
**Applicant:** Chief Executive Officer  
**Previous Item Nos:** Nil  
**Date:** 10 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

Nil

### **Summary**

It is presented to Council to endorse changes to the Roads to Recovery Road Program accepted by Council within the budget adoption due to savings made in performing the works for the two roads approved for funding.

### **Background**

Council approved within its adopted budget a raft of roads for the Roads to Recovery Program. The three roads that have resulted in savings are Dongolocking Road \$20,345, Wagin Wickepin Road \$32,837.38 and Boundain Road \$33,232.34.

### **Comment**

It is presented to Council to re-allocate savings made on Dongolocking Road and Wagin Wickepin Road to be allocated to extend the seal on the Wagin Wickepin Road at a cost of \$39,000 for the seal and \$18,000 for preparation works. The remaining \$12,182 will be funded from the maintenance account. It is suggested by the Works Manager that this work will join the two seals together and will remove the cost of having to remobilise next year.

The Boundain Road savings are proposed to be allocated to the intersection of Taylor Road, Crooked Pool Road and Cannel Road as this intersection has required a lot of maintenance over the years. The full savings of \$33,000 is proposed to be allocated in this location.

The reallocation of these funds needs to be placed on the Roads to Recovery website and will need to be approved by the system administrator. Once approved the works can commence.

Failure to reallocate these funds to another appropriate road will result in Council having to potentially return the funding to the Federal Government.

### **Consultation**

- Mr Gary Rasmussen

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

The increased expenditure on the Wagin Wickepin Road can be facilitated within the Maintenance account.

### **Strategic Implications**

The completion of the roads nominated will assist in improving the road network within the Shire of Narrogin.

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Sieber**

**Seconded: Cr Quartermaine**

That Council:

- 1) Re-allocate the projected savings made from the Roads to Recovery Funding Program from Dongolocking Road \$20,000 and Wagin Wickepin Road \$32,000 to extend the seal on the Wagin Wickepin Road to complete that section of seal at an estimated costing of \$57,000 with the remaining cost to be allocated from the Maintenance budget.
- 2) Boundain Road savings \$33,000 from within the Roads to Recovery program be relocated to the Taylor Road, Crooked Pool Road intersection with Cannel Road to perform sealing works due to the previous maintenance requirements.
- 3) The Roads to Recovery system be updated to reflect the alterations suggested in points 1 and 2 for approval by the system administrator.

**CARRIED 7/0**

11.30am – President Chadwick, Cr Hardie and Cr Wiese declared an interest in the following item and departed Chambers, Cr Ballard presided in the Chair.

## **9.A.402 CROPPING APPLICATION ENDORSEMENT**

**File Reference:** Property File  
**Disclosure of Interest:** Nil  
**Applicant:** Chief Executive Officer  
**Previous Item Nos:** Various  
**Date:** 11 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

- Letter from the Hawks Football Club.

### **Summary**

It is presented to Council to endorse the application from the Hawks Football Club to share crop part of Lot 8 Clayton Road and Lot 205 Mokine Road.

### **Background**

In December the Town and Shire of Narrogin called for expressions of interest to Share Crop the two parcels of land located at Lot 8 Clayton Road (Part of the Lot) and Lot 205 Mokine Road. This advertising period closed on 10 February 2016.

### **Comment**

From the advertising period several contacts were made with the Town administration; however, only one application was received from the Hawks Football Club.

The lease that has been proposed is for both parcels of land however, the club has expressed concern over the Mokine Road land in that it will take a large amount of work to get this to be productive.

As such, it is proposed to award the Narrogin Hawks Football Club the share cropping lease for the Clayton Road parcel for 2 years as per the advertisement and offer a share cropping lease for 4 years for the Mokine Road parcels of land due to the high cost of preparation and work for the first two years.

The leases are to include the ability for Council to reduce the land leased for other permanent uses as required for the betterment of the Shire. This comment is to ensure that the Gliding Club can facilitate the proposed expansion and to ensure that if Landcorp wish to commence a development on the Mokine Road industrial land that this can also be facilitated without the issue of compensation of loss of land or income being paid to the Lessee.

The Hawks Football Club has stated that all funds received are to be utilised to upgrade the facilities. As such, it is presented to not require a return and that **all** funds be allocated to the

upgrade of the building and that the new Shire of Narrogin be recognised as contributing or being a sponsor to this fundraising.

It is noted that the Mokine Road land is currently being utilised by a person who has horses on the land and a letter will need to be sent to advise that this use will no longer be permitted.

It is noted that this item is excluded from the provisions of the Act as the regulations state in section 30 (2) (b) (i) that the lease is disposed to a body that is “sporting” and (ii) the members are not entitled or permitted to receive any pecuniary profit.

### **Consultation**

- Hawks Football Club
- Town and Shire of Narrogin

### **Statutory Environment**

*Local Government Act 1995 Section 3.58 Disposing of property.*

*Local Government (Functions and General) Regulations 1996 Part 6 Section 30. Dispositions of property excluded from Act s.3.58.*

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

The utilisation of both parcels of land will enable a community group to facilitate fund raising through the generous contributions of several families and all funds raised by the Hawks is planned on being spent on upgrading the pavilion.

### **Voting Requirements**

Simple Majority

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Sieber**

**Seconded: Cr Borthwick**

That Council:

- 1) Approve the request for share cropping from the Hawks Football Club for part of lot 8 Clayton Road for a period of two years and lot 205 Mokine Road for a period of four years in recognition of the work required to prepare and then crop this parcel of land.
- 2) Advise the Hawks Football Club that within the lease it will not require a return to the Shire of Narrogin; however, the Shire of Narrogin is to be recognised as being a contributor or sponsor of this fundraising and that should portions of either lot be required for permanent development by the Shire of Narrogin, the land will be returned to Council without any commitment or obligation of providing compensation of loss of lease to the Lessee being the Hawks Football Club.

**CARRIED 4/0**



Dear Aaron,

On behalf of the Narrogin Hawks Football club I would like to make a request to Lease one or both locations/Parcels of land. That being Part Lot 8 Clayton Road and Lot 205 Mokine Road.

You are probably aware that we leased the Clayton Rd Lot last year. This was our first year utilising this site and we had to do a lot of prep work to be able to utilise this location and was used as hay. We are definitely keen to re lease Clayton Rd. Neighbouring farmers who are members of the football club kindly donated their time and machinery to make this a successful venture.

The Parcel of land at 205 Mokine Rd is of some concern to us. It is obvious that this land has not been utilised in a cropping capacity for many years and the work to bring it up to a standard is huge. Unfortunately through the short time frame available for this submission, I haven't been able to have a working committee have a look at it thoroughly enough to evaluate the real value of the works required. The clearing alone is a huge undertaking and finding people within our club to undertake these works will not be easy. If we can make a decision in the not too distant future regarding this lot it would be greatly appreciated. If not and another group is keen to take on this venture then we would not submit a Lease Proposal for this parcel. I am sure you realise that this could not be a 1 to 2 year deal as with the works required to bring this area up to standard at such a high cost/effort for little reward.

As a club we are extremely lucky to have some very motivated members who as previously stated will donate their time and machinery to enable us to this venture a viable option. Local Machinery dealers have also helped with Machinery etc.

As per our previous lease and other current leases we have the Club pays 15 to 20 per cent of the return of the crop. As per our discussion all money raised from this Lease will be used in upgrades for the building.

Once again Thankyou and the Shire/Town of Narrogin for allowing us to apply for the Lease these plots of land and all the support you have given our Club. If you have any queries please contact me on 0427 478 833 or email [craig.andrew@brookfieldrail.com](mailto:craig.andrew@brookfieldrail.com)

Yours Sincerely

Craig Andrew.

11.30am – President Chadwick, Cr Hardie and Cr Wiese returned to Chambers and President Chadwick resumed as the Presiding Person.

11.43am – Cr Borthwick declared an interest in the following item and departed Chambers.

## **9.B&TP BUILDING AND TOWN PLANNING**

### **9.B&TP.211 SAFETY CONCERN 1733 YILLIMINNING ROAD**

**File Reference:** Assessment File No 273  
**Disclosure of Interest:** Cr Borthwick  
**Applicant:** Borthwick Family  
**Previous Item Nos:** Nil  
**Date:** 3 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

#### **Attachments**

- Letter of concern from the Borthwick Family
- Photos of the site

#### **Summary**

It is presented for Council to consider the request from the Borthwick family from May 2015 and resolve a course of action.

#### **Background**

It appears that this item was first presented to Council formally in writing on 19 May 2015. The author is aware that discussions have been held, however, is not aware of any formal presentation being made to Council for a resolution.

#### **Comment**

Having reviewed the item at hand and inspected the site with the Works Manager the following options have been proposed for the resolution of the proposed concerns raised in the attachment.

1. As requested by the Borthwick family remove the crest in the road, reconstruct and level. Total value as provided by the Works Manager not at private works rates \$39,276.50, however, if rock is encountered the expense would balloon and the works would have to cease immediately.
2. Purchase and erect appropriate signage alerting motorists to the driveway and stock crossing. Total value \$1,000.00 and can be performed quickly. In conjunction with this option consultation with Main Roads may be facilitated to review the speed limit of this area and request a reduction to 80 kph if the issue persists.
3. The Borthwick family relocate their gate access to the crest of the hill to remove the safety issue. This would require only a small amount of work from the Shire to clear the vegetation on both sides of the road and install a culvert pipe on the south side and create



a battered access. This can be done with staff and plant and the small expense of the required pipe. A small amount of gravel may also need to be brought in to create the crossover on the north side. All other works for fencing and gates is the responsibility of the landowner.

From the discussion above option 1 does not appear to resolve all issues at hand. The safety concerns are predominantly for vehicles traveling from the east and from the west to a lesser degree. As such, to resolve the issue for the safety of all, it appears the best option presented for remediation is to work with the Borthwick family and implement both option 2 and 3 including applying for a speed reduction. Please refer to the photos to view the proposed location.

This remediation will have the effect of relocating the driveway to a visible location for vehicles traveling from the east and greatly increase the sight lines from the west.

If the above option of remediation is not accepted by the Borthwick family then it would be proposed that test drilling be performed to assess if cap rock is located at this site and if found, further remediation is not an option. If remediation is possible then a contribution from the Borthwick Family to cover the cash cost incurred by the Shire would be seen as appropriate to the works as the most expensive option is assessed as not being the best outcome for all concerned.

### **Consultation**

- Mr Geoff McKeown – previous Chief Executive Officer
- Mr Gary Rasmussen - Works Manager
- Mr Torre Evans – Shire Executive Manager

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

To facilitate the works as requested by the Borthwick family there will be a total cost of \$39,000-plus and of this there is a cash cost of materials of \$16,100. This issue needs to be seriously considered as the implication will be to create a precedent for resolving this type of issue at the cost of Council without utilising other potentially more appropriate actions.

Should Council resolve the officer's proposed recommendation then the expense can be captured within the existing allocations in the budget.

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority

## OFFICER'S RECOMMENDATION

That Council:

Write to the Borthwick family advising that the Shire has resolved that the following remediation works be presented to the Borthwick family for consideration prior to any works being performed.

- That the Shire of Narrogin purchase and erect appropriate signage alerting motorists to the driveway and stock crossing. In conjunction with this option consultation with Main Roads may be facilitated to review the speed limit of this area and request a reduction to 80 kph if the issue persists.
- The Borthwick family, at their cost, relocate their gate access to the crest, as identified within the photos attached. Once completed the Shire is to clear the vegetation on both sides of the road and install a culvert pipe and create a battered access on the south side. A small amount of gravel may also need to be brought in by the Shire to create the crossover on the north side. All other works for fencing and gates is the responsibility of the landowner.

Should the Borthwick family not be accepting of this recommendation then another item will be presented to Council for consideration.

## COUNCIL RESOLUTION

**Moved: Cr Quartermaine**

**Seconded: Cr Wiese**

That Council:

Write to the Borthwick family advising that the Shire has resolved that the following remediation works be presented to the Borthwick family for consideration prior to any works being performed.

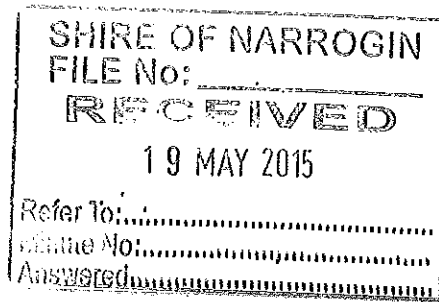
- That the Shire of Narrogin purchase and erect appropriate signage alerting motorists to the driveway.
- The Borthwick family, at their cost, relocate their gate access to the crest, as identified within the photos attached. Once completed the Shire is to clear the vegetation on both sides of the road and install a culvert pipe and create a battered access on the south side. A small amount of gravel may also need to be brought in by the Shire to create the crossover on the north side. All other works for fencing and gates is the responsibility of the landowner.

Should the Borthwick family not be accepting of this recommendation then another item will be presented to Council for consideration.

**CARRIED 6/0**

Please note: Reason for change – the resolution was amended to remove the need for signage for stock crossing and speed limit review with Main Roads.

A.G. & M.F. Borthwick  
RMB 804  
Narrogin WA 6312  
Monday 18<sup>th</sup> May 2015  
Ph 98824020



Mr Geoff McKeown  
CEO  
Shire of Narrogin  
43 Federal Street  
Narrogin WA 6312

Dear Geoff,

We as the undersigned are writing with concerns about the hill on the eastern side of the driveway entrance to both the house [to the north] and the farm [to the south] of the property farmed by us at 1733 Yilliminning Road, Boundain.

On many occasions and one as recently as 11<sup>th</sup> May, 2015 when crossing the road, vehicles are appearing suddenly as we are unable to see over the crest of the hill, on this occasion it was a Black Truck in the morning approximately 9am. This also means gaining access onto Yilliminning Road.

We have great concerns for the safety of our family, employees and contractors who often traverse to the other side of the property or enter onto the main road.

Now with grain transfers on road with the subsequent closure of Tier 3 rail lines the volume of heavy haulage traffic has increased immeasurably, and also, they are able to maintain their legal speed.

For our own benefit we have looked at other options for our entrances, but all options are still not viable as the crest of the hill does not give us ADEQUATE CLEARWAY.

We feel the most useful way to solve this issue would be to REMOVE PART OF THE CREST OF THE HILL for both oncoming traffic and ourselves for the safety of all. Safety is the number one concern for everyone involved.

It has come to our attention from truck drivers who are constantly using the road and our contract truck drivers along with light vehicle users who have spoken to us about the safety aspect of the hill. Members of the family have been stopped and spoken to by the Police for crossing in front of them as they were travelling west and it became apparent to them the problem we face.

We urge you and council to seriously consider removing part of the crest of the hill so as all traffic have better sight for each other and safety remains paramount for everyone.

Yours faithfully,

Andrew Borthwick

Maureen Borthwick

Graham Borthwick

Yvette Borthwick

## Attachment 2

Standing in the proposed location of the new driveway the visibility from the west has increased some 100m.



Visibility from the east is now a distance of some 400 – 500m



Looking north into the Borthwick farm the minimal vegetation that needs to be removed.



Looking south the vegetation that needs removing and the location of the batter that would need to be created and the culvert pipe installed to allow water flow.



11.55pm - Cr Borthwick returned to chambers.

11.55pm – Cr Quartermaine declared an interest in the following item and departed chambers.

## 9.B&TP.212      **REQUEST FOR ROAD CLOSURE – LOT 7 WILLIAMS KONDININ ROAD**

**File Reference:** Property File  
**Disclosure of Interest:** Nil  
**Applicant:** Mr Lindsay Sims  
**Previous Item Nos:** November 2015  
**Date:** 10 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer  
Grey and Lewis Planners

### Attachments

- Nil

### Summary

It is presented to Council to support the request to close the portion of unconstructed road reserve as is presented in the Background information.

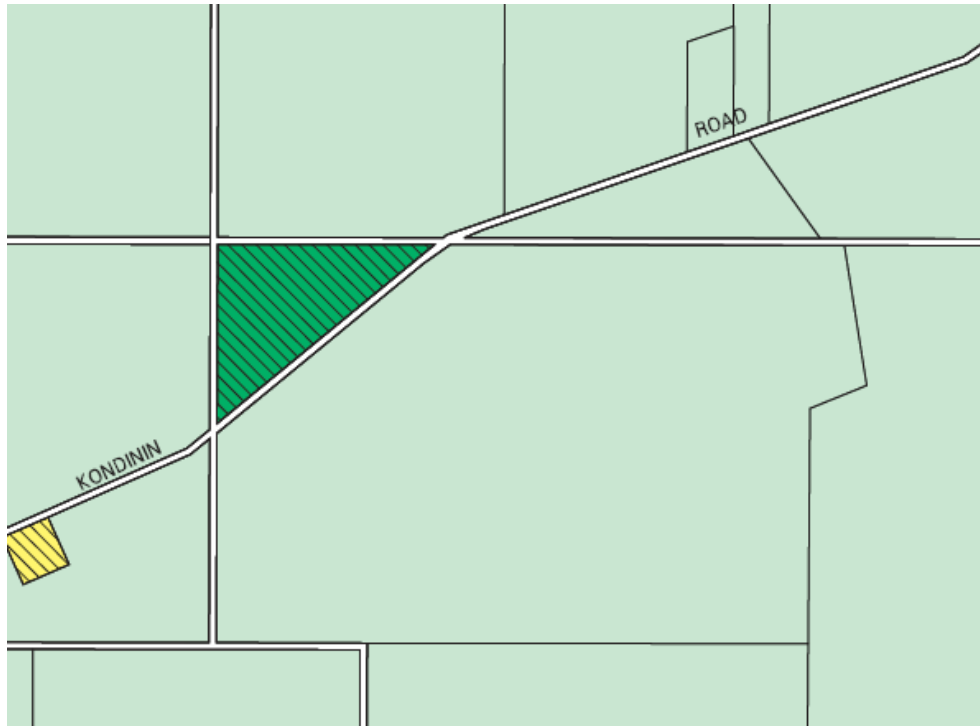
### Background

A road closure request was lodged in April 2015 by CLE Town Planning and Design on behalf of the owners of Lot 7 Williams Kondinin Road, Narrogin Valley ('Lot 7').

The applicant seeks closure of an unconstructed road which runs in an east west direction traversing Lot 7 – location plan below.



The road is shown as a local scheme reserve on the Shire of Narrogin Town Planning Scheme No 2 map for 'road'. Lot 7 is zoned 'Farming' under the Scheme.



The road closure request was considered at the Ordinary Council Meeting held on 21 May 2015. Council resolved to support the road closure for the purpose of conducting public advertising.

**Comment**

The proposed road closure has been advertised and no objections have been received. All submissions (non objections) are summarised in the table below.

Submitter details	Summary of Submission	Officer Comment
Department of Planning 140 William Street Perth WA 6000	<p>1a. The portion of subject road is unconstructed and is surplus to future road requirements. There are no regional planning implications associated with the proposal and the Department of Planning therefore raises no objection to the proposed road closure and amalgamation with adjoining Lot 7.</p> <p>1b It is noted that the Shire of Narrogin Local Planning Scheme No.2 (the Scheme) classifies the subject reserve as 'Road Reserve', with Lot 7 zoned as 'Farming'. The road closure/amalgamation is finalised, it is recommended that the classification of the affected reserve be addressed in a future scheme amendment.</p>	<p>1a. Noted.</p> <p>1b. Noted. The scheme maps can be updated as part of any future amendment or scheme review. WAPC may require it as part of subdivision.</p>

Water Corporation 629 Newcastle St Leederville WA 6007	2a. The Water Corporation has no objection to the above proposal as water services are not affected.	2a. Noted
Western Power 363 Wellington Street Perth WA 6842	<p>3a. Western Power does not have any objection at this time to the above proposal, however we would appreciate being kept informed of developments. As there are overhead powerlines and/or underground cables adjacent to or traversing the property the following should be considered, prior to any works commencing at the site above site/development/property or if any alignments, easements or clearances are encroached or breached.</p> <p>3b. All work must comply with Worksafe Regulations 3.64 – Guidelines for work in the vicinity of overhead powerlines. If any work is to breach the minimum safe working distances a Request to Work in Vicinity of Powerlines form must be submitted.</p> <p>3c. Western Power is obligated to point out that any change to the existing (power) system, if required, is the responsibility of the individual developer.</p>	<p>3a. Noted.</p> <p>3b. Noted.</p> <p>3c. Noted.</p>

It is recommended that the Shire support the proposed road closure, and request that the Department of Lands undertake the final road closure procedures.

The Department of Lands will consider the Shire's request and, if closure is agreed to, arrange the disposition of the closed road; determine the purchase price; arrange any easements and survey/graphic requirements; and undertake conveyancing. Statutory fees may also apply however they will borne by the applicant.

### Consultation

- Nil

### Statutory Environment

*Land Administration Act 1997* outlines requirements to be fulfilled prior to lodging a formal request to the Minister of Lands seeking permanent closure of a road.

*Land Administration Regulations 1988* deal with advertising, objections and the process for road closures.

### Policy Implications

Nil



### **Financial Implications**

The Shire of Narrogin currently engage Grey and Lewis for planning advice resulting in a fee for service. All advertising costs have been paid by the applicant.

### **Strategic Implications**

Nil

### **Voting Requirements**

Simple Majority.

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Sieber**

**Seconded: Cr Ballard**

That Council:

1. Resolves to support the request to close a portion of unconstructed road reserve to the east of Williams Kondinin Road adjacent to Lot 7 Williams Kondinin Road in accordance with the Land Administration Act 1997 and Land Administration Regulations 1998.
2. Authorises the Chief Executive Officer to formally refer the road closure to the Department of Lands seeking their assistance to finalise road closure procedures. Correspondence to the Department of Lands shall include:
  - (i) Copies of all relevant Council resolutions / minutes
  - (ii) Details of advertising / consultation
  - (iii) Copies of all submissions
  - (iv) Confirmation that any further costs are to be borne directly by the applicant.
3. Authorise the CEO and Shire President to affix the Common Seal to any documentation required to finalise this application.

**CARRIED 6/0**

1205 - Cr Quartermaine returned to Chambers

## **9.B&TP.213        REPAIRS TO ROOF ON CAFÉ 27**

**File Reference:** Property File  
**Disclosure of Interest:** Nil  
**Applicant:** Chief Executive Officer  
**Previous Item Nos:** Unknown  
**Date:** 10 February 2016  
**Author:** Mr Aaron Cook – Chief Executive Officer

### **Attachments**

- Letter from the Lessee of Café 27 from some 9 or 10 years ago.

### **Summary**

It is proposed to Council to endorse the roof on Café 27 to be replaced to stop water entry and further damage occurring and fix the toilet roof and light and recognise this expense as an out of budget expense.

### **Background**

Council are aware of the long term issue that has occurred within the Shire office building and also Café 27. A letter from the Lessee of the Café is attached for your reference; however, this does not list the roof leaks as an issue to be resolved and may not have been at the time of writing the letter.

In discussing this and other issues with the lessee the water entry from the roof was expressed as the major inhibitor to performing any works inside the building as these works would be wasted with the next substantial rain affecting the paint and plaster.

### **Comment**

It is presented to Council to replace the roof covering Café 27 to stop the water entry into the building and affecting the walls, paint, plaster and flooring.

The price quoted that has been received for the re-roofing is \$7,722 plus an additional \$960 to repair roof to the toilet and fix the light. If Council is approving, additional quotes will be sought for the work as per the purchasing policy.

From advice from the Lessee and the previous CEO, little to no maintenance has been performed on the leased building for a substantial period of time by either party. It is noted from the lease that Council are responsible for the capital/structural items relating to the building. Due to this and the lessee's reluctance to perform works the building has fallen into serious disrepair.

The comment by the lessee is that once these works have been performed, repainting of the Café would occur. However, it is noted that the letter to Council promised to the CEO has not

been forthcoming. This still does not remove the requirement of the Lessor to maintain the building.

It is noted that there is no budget for these works yet Council budgeted for the replacement of the Shire roof to fix long term water issues. As such, this matter is an unbudgeted expense and must be treated as so by the Local Government Act 1995.

It is suggested that this repair be performed immediately once the lessee acknowledges Council's resolution and commits in writing to repaint the interior of the Café as per the requirements within the lease.

### **Consultation**

- The Lessee
- Mr Torre Evans – Shire Executive Officer
- Mr Geoff McKeown – Ex Chief Executive Officer

### **Statutory Environment**

*Local Government Act 1995 – Expenditure from municipal fund not included in annual budget.*

### **Policy Implications**

Nil

### **Financial Implications**

The financial implications of performing the works required will result in any projected surplus being reduced by approximately \$8,682.

### **Strategic Implications**

The resolution of this long term ongoing issue will greatly assist in the relationship between the Lessee and the Lessor being improved and it is hoped the remaining issues can be resolved.

### **Voting Requirements**

Simple Majority

<b>OFFICER'S RECOMMENDATION</b>
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That Council:

1. Advise the Lessee that approval to replace the roof over Café 27, the toilet roof and light be repaired upon receipt in writing that the repainting of the interior of the Café be performed by the Lessee at their expense as per the lease agreement.
2. That the expense to Council to perform the works, estimated at being \$8,682 plus GST be approved as an out of budget expense as per section 6.8 of the Local Government Act 1995.

<b>COUNCIL RESOLUTION AND OFFICER'S RECOMMENDATION</b>
--

**Moved: Cr Borthwick**

**Seconded: Cr Quartermaine**

That Council:

- 1) Advise the Lessee that approval to replace the roof over Café 27, the toilet roof and light be repaired upon receipt in writing that the repainting of the interior of the Café be performed by the Lessee at their expense as per the lease agreement.

**CARRIED 7/0**

Please note: Reason for change, Council amended resolution to remove the out-of-budget recommendation as it is not required.



ATT , NARROGIN SHIRE COUNCIL

REPAIRS NEEDED

AT 45 FEDERAL ST NARROGIN

Painting of kitchen and office

Painting of dining room

Fixing holes in wall where tiles have fallen of in kitchen and plastering of walls

Light in toilet (Haven't had a light in the outside toilet for 17 years) I will no long accept any responsibility for accidents or criminal events as my insurance only cover the inside of the building

NEW TOILET

Replastering wall on left as you enter building at main doors

All switches which are cracked or burnt to be replaced (as below)

All power points same as above (to prevent more fires in power points and electrecution of staff)

All lights which are not working or old need to be replaced immediatly in dining room and kitchen

Safety light to replace existing light at back door which keeps blowing globe

Rubbish bin to be moved from being directly from front door of shop as the smell of rotten food and drinks which leak from their containers leak onto the footpath ,This does not look good or smell good .and is highly unhygenic as the bins are never cleaned or washed.

Paint the back of the building-kitchen

ACTION ON ALL OF THE ABOVE NEED IMMEDIATE ATTENTION TO  
PREVENT ANY ACCIDENT OR THREATS FROM HEALTH AUTHORITIES ON  
ANY OF THESE ISSUES.

DOUG KEILLOR

**10. NOTICE OF MOTION**

Nil

**11. NEW BUSINESS OF AN URGENT NATURE**

Nil

**12. DECLARATION OF CLOSURE**

12.37pm – President Chadwick declared the meeting closed.