



**AGENDA
ORDINARY COUNCIL MEETING**

22 August 2018

Commencing at 7:00 pm

Council Chambers
Shire of Narrogin
89 Earl Street
Narrogin WA 6312

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SHIRE OF NARROGIN

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member

Pursuant to resolution 1217.153 of the meeting held 20 December 2017, an ordinary meeting of the Shire of Narrogin will be held on Wednesday, 22 August 2018, in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.



Dale Stewart
Chief Executive Officer

DISCLAIMER

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

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

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

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

ORDINARY COUNCIL MEETING AGENDA

22 AUGUST 2018

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

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

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

Elected Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr T Wiese – Deputy Shire President

Cr C Ward

Cr N Walker

Cr P Schutz

Cr M Fisher

Cr C Bartron

Cr B Seale

Cr G Ballard

Staff

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr F Ludovico – Executive Manager Corporate & Community Services

Ms C Thompson – Executive Assistant

Leave of Absence

Nil

Apologies

Absent

Visitors

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

Name	Item No	Interest	Nature

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting

OFFICERS' RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 25 July 2018 be confirmed, as an accurate record of the proceedings subject to the following correction:

- The vote result for Council Resolution 0718.063 be changed to read LOST 1/6 (not LOST 6/1).

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND REGULATORY SERVICES

10.1.052 APPOINTMENT OF BUSH FIRE BRIGADES' FIRE CONTROL OFFICERS AND DUAL FIRE CONTROL OFFICERS

File Reference	9.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shires of Wickepin, Wagin and Cuballing
Previous Item Numbers	Item 10.1.112, 22 November 2017, Resolution number 1117.129
Date	13 August 2018
Author	Azhar Awang – Executive Manager Development and Regulatory Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	
<ol style="list-style-type: none">1. List of appointed Fire Control Officers for the Shire of Narrogin2. Correspondence from the Shires of Cuballing, Wagin and Wickepin3. Map of proposed amalgamations	

Summary

This report is to consider the appointment of the Fire Control Officers within the Shire of Narrogin and the consideration of Dual Fire Control Officers between adjoining Local Governments.

Background

The Bush Fires Act 1954 permits the appointment of Fire Control Officers (FCO) to be authorised between adjoining Local Governments. The Shire of Wickepin, Cuballing and Wagin have nominated their respective Dual Fire Control Officers (Dual FCOs) to the Shire of Narrogin.

Under the Bush Fires Act 1954, a FCO has significant authority in a fire emergency where they may assume responsibility of the situation, which will then override any volunteer on the ground including the Brigade Captain. A Brigade Captain is elected by the Brigade and is not subject to Council approval (unless delegated by the Shire), their authority as Captain is limited to the Brigade area adopted by Council.

A FCO, including the Chief Bush Fire Control Officer (CBFCO) may have their authority superseded by a Department of Fire and Emergency Services Liaison Officer or a Department of Parks and Wildlife Forestry Officer in certain situations.

As officers of the Shire, exercising statutory authority and powers on behalf of the Shire, there is an obligation on the Shire to consider the suitability of a person prior to appointment as a FCO. In this regard, the Shire should note the requirement of the proposed Bush Fire Brigades Local Law that FCO's are to complete a FCO course or refresher at least once every five years, for their appointment to remain valid.

Comment

The Shire of Narrogin has recently adopted the Bush Fire Brigades Local Law 2017 and has appointed the respective FCOs within each Bush Fire Brigade including the appointment of Captains, 1st Lieutenant and 2nd Lieutenant. The Shire has also appointed the Chief Bush Fire Control Officer and Deputy Bush Fire Control Officer.

At the FCO's and Bushfire Brigade Meeting held on 7 August 2018, the Shire of Narrogin Bushfire Brigades endorsed the reappointments of all previous positions, CBFCO, Deputy Chief Bush Fire Control Officer(DCBFCO) and FCO's without any changes as per Attachment 1. At that meeting, it was also recommended that the following Fire Control Officers be appointed as Dual FCO's for the following Shires:

- Shire of Cuballing – Richard Chadwick, Barry Hardie
- Shire of Wagin – Stuart Moyses, Nathan Walker
- Shire of West Arthur – Murray Saunders
- Shire of Wickepin – Alistair McDougall
- Shire of Williams – Barry Hardie, Brenton Hardie

At the Bushfire Brigade Meeting, the proposal for the amalgamation of Bush Fire Brigades was also discussed so as to reduce the Bush Fire Brigades from the existing ten brigades down to five (5) brigades. A steering group consisting of Richard Chadwick (CBFCO), Alistair McDougall (DCBFCO), Nathan Walker (FCO) Brenton Hardie (FCO) and Azhar Awang (EMDRS), was formed to discuss the proposed amalgamation. The proposal was to amalgamate the following brigades and letters were sent to the Brigades Captains for their comments. No comments were received from the Brigades:

- Ockley and Boundain
- Normans Lake and Highbury East
- Highbury South and Highbury West
- Minigin and Central
- Narrogin Valley and Narrogin South

This recommendation was put to the Brigades and to the Bush Fire Brigades Meeting of 7 August 2018, and the motion was lost 4/10.

The adjoining Shires have also nominated their respective FCOs to be nominated to the Shire of Narrogin as their registered Dual FCOs for the 2018/2019 fire season.

Appointments of each FCO is linked to a Bush Fire Brigade (BFB) or if a FCO appointed by an adjoining Shire to the area adjoining the common boundary, but unless specified, their authority extends throughout the whole of the district. It is proposed that this arrangement continue, without specific limitation.

A FCO is required to act within any restrictions or conditions placed on the role by the Shire. They cannot issue instructions to staff to carry out works, nor do they have the authority to hire plant or contractors.

Nomination by an adjoining Shire does not mean automatic right to the role. Appointment becomes effective only on resolution of Council.

The following Shires have provided the following nominations for the 2018/2019 as Dual FCOs:

- Shire of Wickepin – Trevor Leeson, Nathan Astbury, Philip Russell
- Shire of Wagin – Ross Goldsmith, Chris Piesse
- Shire of Cuballing – Rob Harris
- Shire of Williams – Nicolas Panizza, Geoff McKeown

It is recommended that Council endorse the nominated appointments of the Shire of Narrogin Fire Control Officers and Dual FCOs as provided by the respective Shires.

Consultation

Discussion was held at FCO meeting held on 7 August 2018.

Correspondence from the Shires of Cuballing, Wagin and Wickepin, and verbal advice from the Shire of Williams, was received advising of their recommendations for Dual FCOs.

Statutory Environment

- Bush Fires Act 1954 Section 38, 39, 40 and 56 – Appointment of Bush Fire Control Officers.
- Shire of Narrogin Bush Fire Brigades Local Law 2017.

Policy Implications

Council Delegation

- 1.1 – Appointment of authorised persons
- 5.1 – Issue of Burning Permits – CEO
- 5.2 – Firefighting – Emergency plant hire □
- 20.1 – Issue of burning permits – Fire Control Officers
- 20.2 – Issue of clover burning permits – Clover Burning Permit Officers
- 20.3 – Prohibited and restricted burning periods – Variation

Council Policy

- 5.1 – Establishment of Brigades and map of Brigade areas (adopted 13 Sep 2016).

Financial Implications

The administrative expenditure is wholly contained in the budget and is minor in nature.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	2. Social Objective (To provide community facilities and promote social interaction)
Outcome:	2.2 Build a healthier and safer community 2.3 Existing strong community spirit and pride is fostered, promoted and encouraged
Strategy:	2.2.1 Support the provision of community security services and facilities 2.3.2 Engage and support community groups and volunteers

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the appointment of Fire Control Officers, Council:

1. Approve the appointment of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Fire Control Officers as listed in Attachment 1.
2. Approve the following persons from the Shire of Narrogin Brigades be appointed as Dual Fire Control Officers for the following Shires –
 - Shire of Cuballing – Richard Chadwick, Barry Hardie
 - Shire of Wagin – Stuart Moyses, Nathan Walker
 - Shire of West Arthur – Murray Saunders
 - Shire of Wickepin – Alistair McDougall
 - Shire of Williams – Barry Hardie, Brenton Hardie.
3. Approve the appointment of the persons listed as Dual Fire Control Officers nominated by the following Shires –
 - Shire of Wickepin – Trevor Leeson, Nathan Astbury, Philip Russell
 - Shire of Wagin – Ross Goldsmith, Chris Piesse
 - Shire of Cuballing – Rob Harris
 - Shire of Williams – Nicholas Panizza, Geoff McKeown.
4. Endorse the recommendation of the Fire Control Officers' Meeting to not amalgamate the brigades at this time.

ATTACHMENT 1

Bush Fire Brigade	Brigade Role	Given name	Surname	Shire Appointment
Boundain	Captain	Mark	Hoysted	FCO
Highbury East	Captain	Pip	Porter	FCO
	1st Lieutenant	Bernie	Rhodes	FCO
Highbury South	Captain	Stuart	Moyses	FCO
	1st Lieutenant	Bill	Warren	FCO
	2nd Lieutenant	Murray	Saunders	FCO
Highbury West	Captain	John	Eckersley	FCO
	1st Lieutenant	Russell	Ashley	FCO
Minigin	Captain	Barry	Hardie	FCO
	1st Lieutenant	Brenton	Hardie	FCO
Narrogin Central	Captain	Richard	Chadwick	CBFCO
	1st Lieutenant	David	Hayes	FCO
Narrogin South	Captain	Vern	Gibson	FCO
	1st Lieutenant	Jon	Rick	FCO
Narrogin Valley	Captain	Keiran	Quartermaine	FCO
Nomans Lake	Captain	Nathan	Walker	FCO
	1st Lieutenant	Daryl	Kilpatrick	FCO
Ockley	Captain	Tim	Shepherd	FCO
	1st Lieutenant	Alastair	McDougall	DCBFCO

ADMINISTRATION CENTRE
2 Arthur Road, WAGIN W.A
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177
Facsimile: (08) 9861 1204
Website: www.wagin.wa.gov.au
Email: shire@wagin.wa.gov.au

PRW:KLS ES.VO.1

Mr A Cook
Chief Executive Officer
Shire of Narrogin
89 Earl Street
NARROGIN WA 6312

Shire of Narrogin	
RECEIVED	
Directed to	Wendy R / Azhar
15 MAY 2018	
Ref No	ICR1814039
Property File	
Subject File	9.1.1
Ref	

Dear Aaron

RE: - DUAL FIRE CONTROL OFFICERS 2018/19

The Shire of Wagin would like to have the following Fire Control Officers appointed as Dual officers within your Shire: -

- Narrogin Mr R Goldsmith
Mr C Piesse

I look forward to being advised the outcome of this request.

Yours faithfully

Peter Webster
CHIEF EXECUTIVE OFFICER

10th May 2018



Shire of Narrogin RECEIVED	
Directed to	<i>Ashley/Wendy R</i>
05 JUN 2018	
Ref No	<i>1021814216</i>
Property File	
Subject File	<i>9.1.1</i>
Ref	

File Ref: ADM81
Your Ref:

Mr A Cook
Chief Executive Officer
Shire of Narrogin
PO Box 1145
NARROGIN WA 6312

Dear Aaron,

Appointment of Dual Fire Control Officer 2018/19

I wish to advise that the Council has nominated Mr Rob Harris for appointment as a Dual Fire Control Officer with the Shire of Narrogin for the 2018/19 fire season:

If Council's nomination is approved, please arrange the necessary local advertising

Should you have any queries regarding this matter, please don't hesitate to contact me.

Yours faithfully

Rick Pares
DEPUTY CHIEF EXECUTIVE OFFICER

28th May 2018

All communications to be addressed to: Chief Executive Officer, PO Box 13, CUBALLING WA 6311
OFFICE HOURS: Monday to Friday 8.30am to 4.30pm
Ph: 08 9883 6031, Fax: 08 9883 6174, Email: enquiries@cuballing.wa.gov.au



77 Wogolin Road, PO Box 19
WICKEPIN WA 6370
Phone: 08 9888 1005
Fax: 08 9888 1074
www.wickepin.wa.gov.au

Shire of Narrogin RECEIVED	
Directed to	Wendy R / Azhar
03 AUG 2018 1CR1814808	
Ref No	
Property File	
Subject File	9.1.1
Ref	

Dale Stewart
Chief Executive Officer
Shire of Narrogin
43 Federal Street
Narrogin WA 6312

Contact: Mark Hook
File No: ES.APN.901

30 July 2018

Dear Dale,

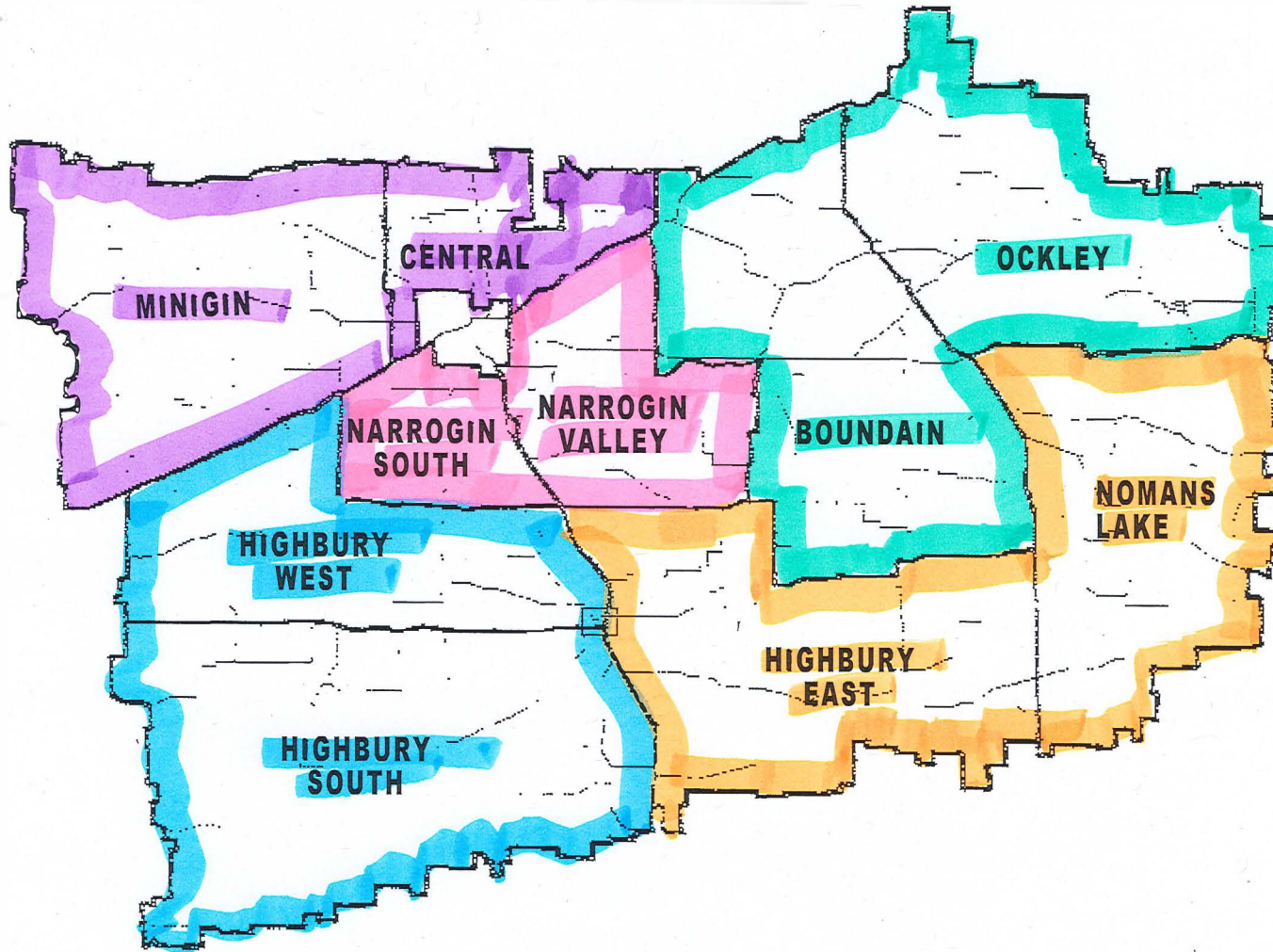
DUAL FIRE CONTROL OFFICERS 2018/2019

Please be advised that Council resolved to appoint Trevor Leeson, Nathan Astbury and Phillip Russell as Dual Fire Control Officers from the Shire of Wickepin for the 2018/2019 fire season, for the Shire of Narrogin.

I trust you will find this satisfactory and I seek your Council's consent to the appointments.

Yours sincerely


Mark J Hook
Chief Executive Officer



10.1.053 APPLICATION FOR PLANNING CONSENT FOR MOTOR VEHICLE SALES PREMISES AT LOT 94 (NO. 1217) FEDERAL STREET, NARROGIN

File Reference	A164200
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Kim Melvin on behalf of Edwards Holden
Previous Item Numbers	Nil
Date	10 August 2018
Author	Eric Anderson – Assistant Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development & Regulatory Services
Attachments <ol style="list-style-type: none">1. Locality Plan2. Request for reduction in landscaping and parking requirements3. Site plan4. Artist's impression/ elevation plan	

Summary

Council is requested to consider the application for planning consent for a Motor Vehicle Sales premises at Lot 94 (No. 127) Federal Street, Narrogin.

Background

On 27 July 2018 the Shire of Narrogin received an application for planning consent for the establishment of a 'Motor Vehicle Sales Premises' at Lot 94 (No. 127) Federal Street, Narrogin (corner of Federal & Furnival Streets). The current use of the land is 'Nursery'. A preliminary assessment of the proposal determined that it would require Council consideration for a reduction in visitor parking and landscaping.

Comment

Zoning

The subject land is zoned "Other Commercial" under the Former Town of Narrogin Town Planning Scheme (FT-TPS) No. 2. The adjoining properties to the north and south are also zoned "Other Commercial". The use of "Motor Vehicle & Marine Sales Premises" is a permitted use under the FT-TPS No. 2. The Lot has a total area of 708m².

Landscaping

The minimum permitted amount of landscaping within the 'Other Commercial' zone is 20 percent of the Lot. The subject property would be required to provide 140m² to comply with the provisions of the FT-TPS No. 2. Currently there is 30m² of unmaintained lawn area within the Federal Street setback. Given that the use permitted requires large areas of space for the display of vehicles, and that display stock is regularly moved, it is recommended that Council consider reducing the landscaping standard by 50 percent. This will result in the applicant providing a total of 70m² of landscaping. It is recommended that the shortfall of 40m² of landscaped area be provided within the Federal Street setback area, adjoining the existing 30m² landscaped area.

Parking

The minimum permitted visitor parking within the “Other Commercial” zone is one (1) bay per 45m² of floor space. Given the built area of the site is 223m², five (5) visitor parking bays would be required. The applicant has requested that the condition of five (5) visitor parking bays be reduced to three (3) (see Attachment 2). Given the provision of on-street parking in the vicinity, and the proximity to the main Edwards Holden car dealership (directly across Federal Street), it is recommended that Council support the reduction of visitor parking to three (3) bays.

Consultation

A meeting was held on site with the applicant regarding the proposal and the agenda item was discussed with the Executive Manager Development & Regulatory Services.

Statutory Environment

Former Town of Narrogin Town Planning Scheme No.2.

Policy Implications

Nil

Financial Implications

Application for Planning Consent Fee to the value of \$147 has been made payable to the Shire of Narrogin.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the Application for Planning Consent for Motor Vehicle Sales Premises at Lot 94 (No. 127) Federal Street, Narrogin, Council:

1. Approve the reduction in visitor parking from five (5) bays to three (3).
2. Approve the reduction in landscaping by 50 percent.
3. Subject to conditions 1 & 2, approve the application for planning consent – Motor Vehicle Sales premises at Lot 94 (No. 127) Federal Street, Narrogin subject to the following conditions:
 - a. This approval shall expire if the development hereby permitted is not completed within two years of the date hereof, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire, is granted by it in writing.
 - b. The development hereby approved shall occur generally in accordance with the submitted plans in support of the application and these shall not be altered or modified without the prior written approval of the Chief Executive Officer.
 - c. All drainage run-off associated with the development shall be contained on site or connected to the Council's storm water drainage system to the satisfaction of the Chief Executive Officer.
 - d. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
 - e. The existing landscaping shall be upgraded and reticulated to the satisfaction of the Chief Executive Officer.
 - f. Additional landscaping of 40m² shall be provided to the satisfaction of the Chief Executive Officer in accordance with clause 3.4.2 of the Former Town of Narrogin Planning Scheme No.2.
 - g. Landscaping within the front setback area shall be established within 60 days of the practicable completion of the building and shall be fully reticulated and maintained to the satisfaction of the Chief Executive Officer.
 - h. All signage is to be in accordance with the Shire of Narrogin's local laws, unless further approval is granted by the Shire of Narrogin.
 - i. All parking associated with the activity approved shall be wholly contained on site to the satisfaction of the Chief Executive Officer.
 - j. Bins and storage areas shall be screened from public view to the satisfaction of the Chief Executive Officer.
 - k. Areas for the loading and unloading of goods are to be clearly marked and clear of all streets.
 - l. Three accessible customer parking bays are to be provided and clearly marked on site.



Eric Anderson

From: Kim Melvin
Sent: Tuesday, 7 August 2018 4:24 PM
To: Eric Anderson
Subject: ICR1814858 - Isuzu application

SynergySoft: ICR1814858

To whom it may concern ,

We have an application for council to apply for a car yard at 127 Federal St Narrogin .
We would be asking for a general reduction in landscaping requirements if possible.
Also with customer parking bays , the requirement is 4.9 , can this be reduced to 3 .

Thanks

Regards

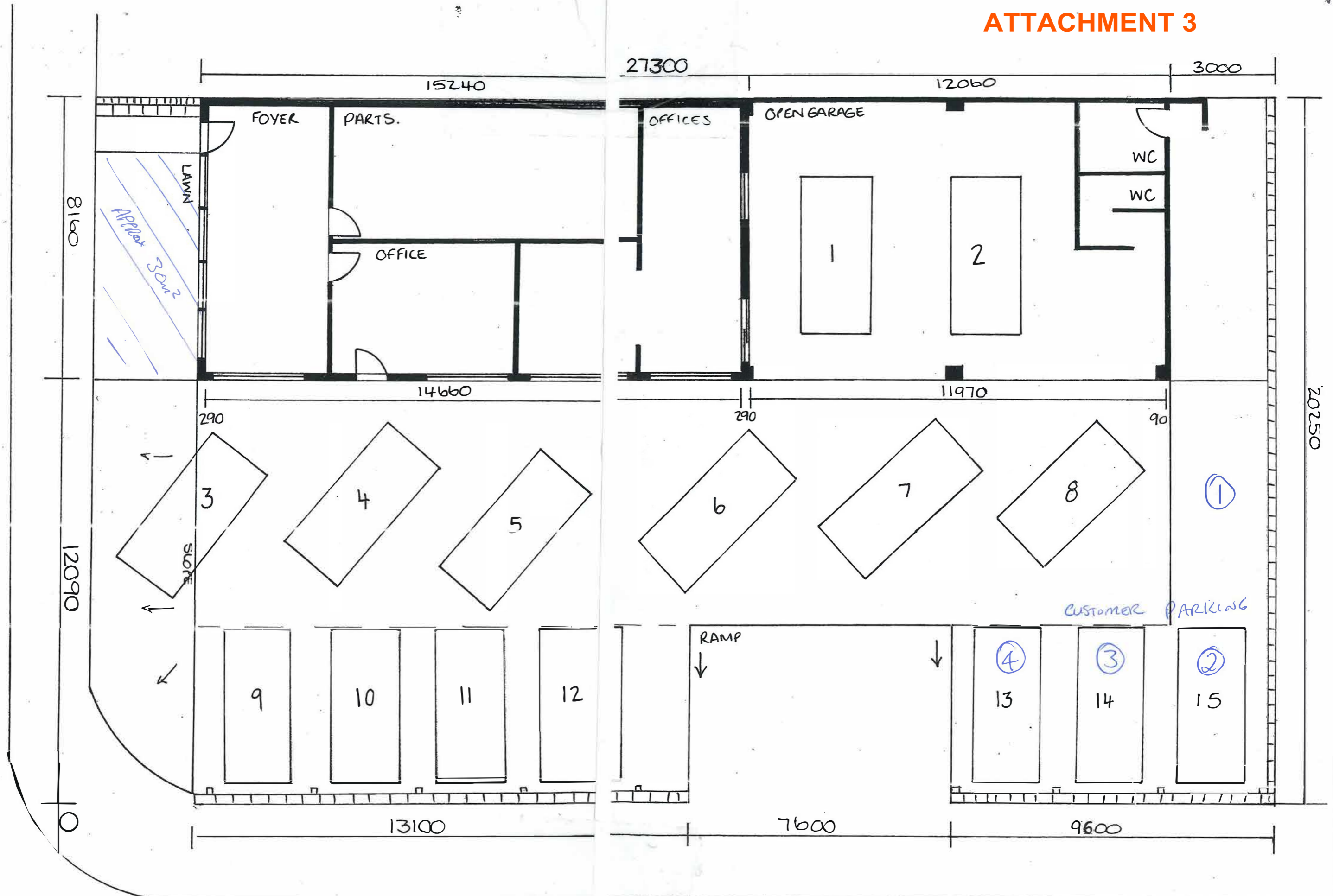
Kim (Yogi) Melvin
General Manager
T 08 9881 5555
F 08 9881 5500
M 0439 642 049
E kim.melvin@edwardsmotors.com.au

Edwards Holden
126 Federal Street Narrogin
www.edwardsholden.com.au

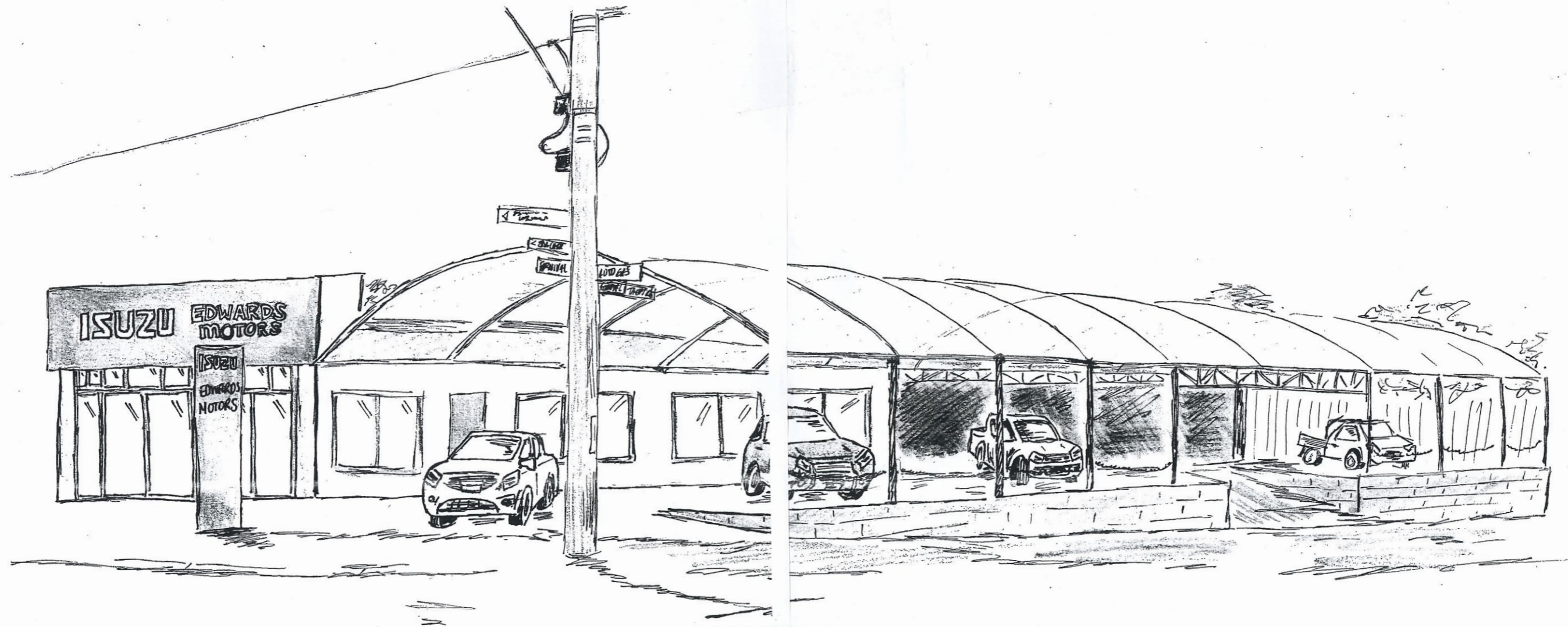


ATTACHMENT 3

1:100
N ↑



127 FEDERAL ST NARROGIN



10.1.054 APPLICATION FOR PLANNING CONSENT FOR OUTBUILDING (AIRCRAFT HANGAR) AT LOT 1 (NO. 2194-2202) CLAYTON ROAD, MINIGIN

File Reference	A391
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Arnold Geerlings
Previous Item Numbers	Nil
Date	13 August 2018
Author	Eric Anderson – Assistant Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development & Regulatory Services
Attachments <ol style="list-style-type: none">1. Application for planning consent & supporting documentation2. Airport Committee responses3. Diagram of lease area	

Summary

Council is requested to consider the application for planning consent for an Outbuilding (Aircraft Hangar) at Lot 1 (No. 2194-2202) Clayton Road, Minigin.

Background

On 26 July 2018, the Shire of Narrogin received an application for planning consent for the erection of an Outbuilding (Aircraft Hangar) at Lot 1 (No. 2194-2202) Clayton Road, Minigin.

The current use of the land is for the Narrogin Gliding Club and Narrogin Airport. A preliminary assessment of the proposal determined that it was on reserved land under the Former Shire of Narrogin Local Planning Scheme (FS-LPS) No. 2.

Comment

Zoning

The subject land is reserved for "Public Purpose" under the Former Shire – Local Planning Scheme No. 2 (FS-LPS). Clause 2.2 of the FS-LPS states:

"2.2 Matters to be considered by Council

Where an application for planning approval is made with respect to land within a reserve, the Council shall have regard to the ultimate purpose intended for the reserve and the Council shall, in the case of reserved for the purposes of a public authority, confer with that authority before granting its approval."

Given the existing development on site, the proposed development fits with the intent of the reserve.

Tenure

Currently, the land at the Narrogin Airport is the subject of two (2) leases. The lessor for both leases is the Former Town and Shire of Narrogin. The land subject to this item (Attachment 3) is leased to the Narrogin Gliding Club Inc. The lease commenced on the 1st day of October 1998 and expires on 30 September 2019. It is recommended that the Shire of Narrogin, as the lessor, consider commencing negotiating the renewal of the lease at the Narrogin Airstrip.

Referral

Email correspondence was sent to members of the Airport Committee on 10 August 2018. Three (3) comments were received. One email response was received (Attachment 2). The president of the Gliding Club confirmed the clubs endorsement of the proposal. No formal objections to the proposal have been received.

Height & Bulk

The proposed height of the aircraft hangar will be 3 metres. The FS-LPS No. 2 does not have standard provisions for outbuildings. Given the purpose of the reserve, the proposed bulk and height of the outbuilding is reasonable.

The current Narrogin Airport Masterplan 2013 identifies that development is required behind a designated building line. As stated in the Masterplan, an 85m offset from the centre line of the sealed runway allows a hangar/building height of up to 8m. Given the distance from the 85m building line (not shown on plans) and the proposed height it is recommended that council support the proposal.

Consultation

An email to the Airport Committee members was sent by the Executive Manager Technical & Rural Services. Discussions were also held with the Executive Manager Development & Regulatory Services.

Statutory Environment

Former Shire of Narrogin Local Planning Scheme No.2.

Policy Implications

Nil

Financial Implications

The Application for Planning Consent Fee of \$256 has been made payable to the Shire of Narrogin and borne by the applicant.

Strategic Implications

Implications on the tenue of the Airstrip and associate infrastructure.

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION (1 OF 2)

That, with respect to the Application for Planning Consent for an Outbuilding (Aircraft Hangar) at Lot 1 (No. 2194-2202) Clayton Road, Minigin, Council request the Chief Executive Officer to commence negotiating the renewal of the lease of the Narrogin Airstrip for a further term of up to 21 years with the final document subject to Council approval.

OFFICERS' RECOMMENDATION (2 OF 2)

That, with respect to the Application for Planning Consent Outbuilding (Aircraft Hangar) Lot 1 (No. 2194-2202) Clayton Road, Minigin, Council approve the application subject to the following conditions:

1. The approval shall expire if the development permitted is not completed within two years of approval, or within any extension of that time which, upon written application (made before or within 21 days after the expiry of the approval) to the Shire is granted by it in writing.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. All drainage run-off associated with the development shall be contained on site or connected to the Council's storm water drainage system to the satisfaction of the Chief Executive Officer.
5. The proposed outbuilding is for the storage of aircraft and associated equipment only and shall not be used for commercial or habitation purposes.
6. Construction of the outbuilding shall be kept clear from all service connections.
7. The building materials and colours used shall match existing buildings on the lot and are to be of non-reflective and muted tones i.e. not Zincalume.

Advice note

The applicant is advised that the current lease on the subject property expires on 30 September 2019.

PLANNING CONSENT



89 Earl Street
PO Box 1145
Narrogin WA 6312

(08) 9890 0900

www.narrogin.wa.gov.au
enquiries@narrogin.wa.gov.au

CASHIER HOURS:
8:30am - 4:30pm
MONDAY- FRIDAY

APPLICATION FOR PLANNING CONSENT

TOWN PLANNING SCHEME NO.2
DISTRICT SCHEME

Name of Applicant	ARNOLD GEERLINGS
Correspondence Address	6 A SAN MARCO PROMENADE, PELICAN POINT, 6230

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Existing use of land	AIRPORT
Approximate cost of proposed development	\$ 80000
Estimated time of completion	3 MONTHS
No of persons to be housed / employed after completion	ZERO

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

House No	2194	Lot No		Location No	
Plan or Diag		Street Name	Clayton Road, Minigin.		
Certificate of Title	Volume:			Folio:	

LOT DIMENSIONS

Site area	320	Square metres
Frontage	12,25	Metres
Depth	26,0	metres

AUTHORITY

Applicant's Signature		Date	18/7/2018
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NOTE: WHERE THE APPLICANT IS NOT THE OWNER, THE OWNER'S SIGNATURE IS REQUIRED.

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

Owner's Signature		Date	25/7/18
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NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH THE APPLICATION OUTLINED BELOW.

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR BUILDING CONSENT

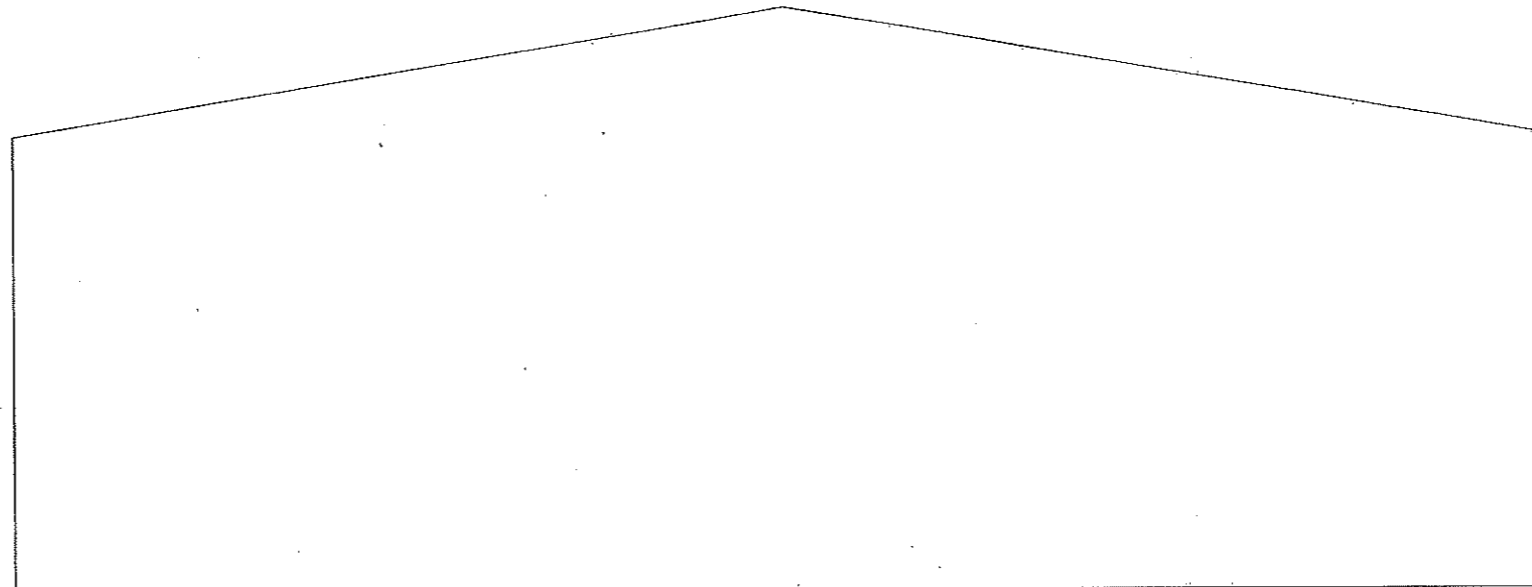
Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless especially exempt by the Shire:

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

OFFICE USE ONLY

File Reference		Application No	
Date Received		Date of Approval / Refusal	
Date of Notice of Decision		Officer's Signature	

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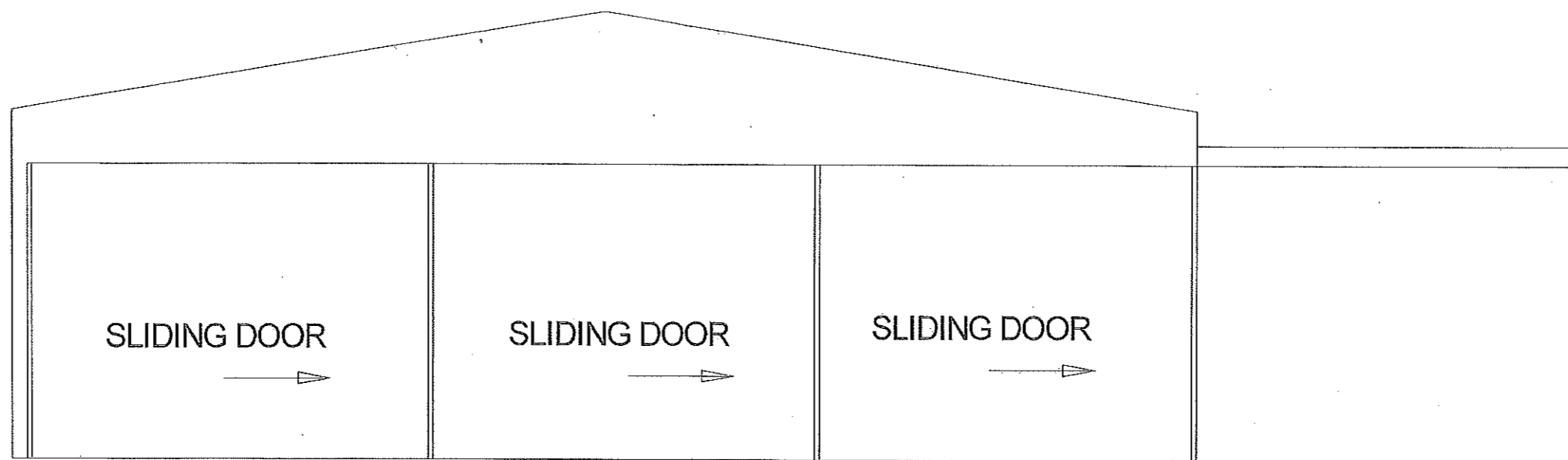


NORTH ELEVATION

PRICE'S FABRICATION AND STEEL LOT 200 ALBANY HWY WILLIAMS Phone 98309414 Email barry@pricesfabricationandsteel.com.au	Drawing 3 Scale 1:50	ARNOLD GEERLINGS NARROGIN AIR STRIP CLAYTON ROAD NARROGIN 6312
	4/7/18 ISSUED FOR APPROVAL	

DAN FURNER BE (CIVIL) RPEQ 05707
Civil, Structural & Project Management
ABN: 37 790 733 802
97 Felspar St Narrogin WA 6312
Ph (08) 9881 3218 Mob 04 0986 7048
Email: dant34175@bigpond.com

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5 7 18



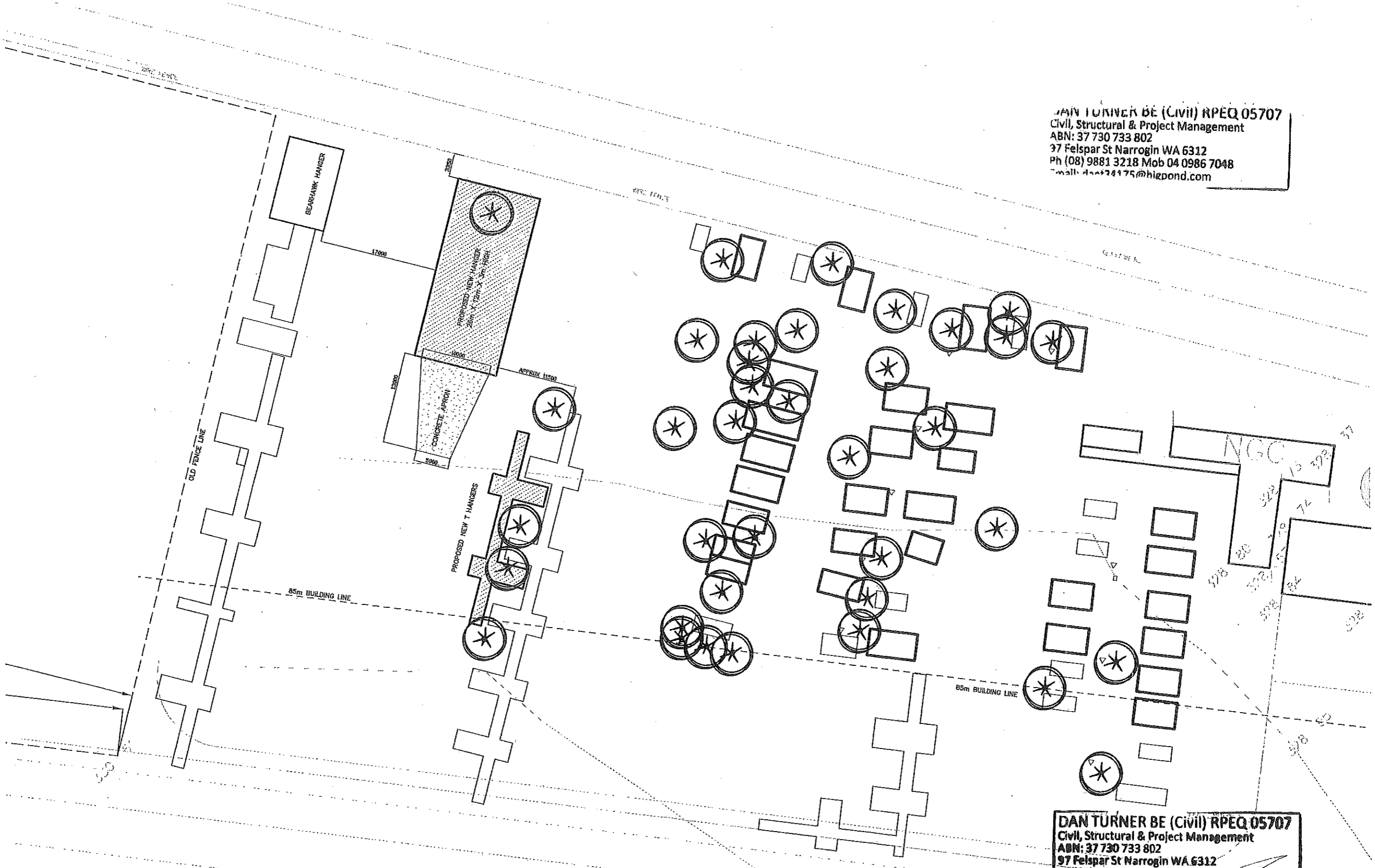
SOUTH ELEVATION

PRICE'S FABRICATION AND STEEL LOT 200 ALBANY HWY WILLIAMS Phone 98309414 Email barry@pricesfabricationandsteel.com.au	Drawing 4 Scale 1:50	ARNOLD GEERLINGS NARROGIN AIR STRIP CLAYTON ROAD NARROGIN 6312
	4/7/18 ISSUED FOR APPROVAL	

DAN TURNER (S/N) REG 05707
 Civil, Structural & Project Management
 ABN: 37 730 733 802
 97 Felspar St Narrogin WA 6312
 Ph (08) 9881 3218 Mob 04 0986 7048
 Email: dant34175@bigpond.com

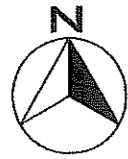
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DAN TURNER BE (Civil) RPEQ 05707
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 ABN: 37 730 733 802
 97 Felspar St Narrogin WA 6312
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 97 Felspar St Narrogin WA 6312
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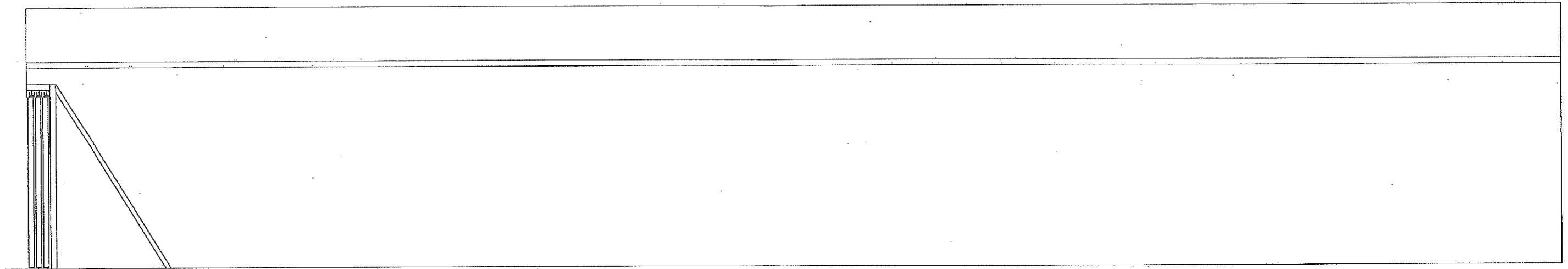
SITE PLAN A3 @ 1:500

STRUCTURAL PLAN, ELEVATIONS AND DETAILS	
CLIENT ARNOLD GEERLINGS NARROGIN 6312	SITE ADDRESS NARROGIN AIR PORT NARROGIN
SPECIFICATIONS	
TRUSS TOP CHORD BOTTOM CHORD WEBBING	75 X 50 X 2.5 RHS 75 X 50 X 2.5 RHS 25 X 25 X 1.6 SHS
COLUMN C1 ROOF BRACING ROOF BRACE RB1 FLY BRACING WALL BRACING WB1 ROOF WALLS PURLINS WITH 1 ROW BRIDGING GIRTS WITH 1 ROW BRIDGING END WALL GIRTS FASCIA PURLIN DOOR OUTRIGGER COLUMN DOOR OUTRIGGER STRUT	100 X 100 X 2 50 x 50 x 2.5 ANGLE 50NB PIPE 50 x 50 x 2.5 ANGLE 50 x 50 x 2.5 ANGLE 0.42 TRIMDEK 0.42 TRIMDEK Z15015 Z15015 Z10015 C15015 100 X 100 X 2 RHS 65NB PIPE

PRICE'S FABRICATION AND STEEL LOT 200 ALBANY HWY WILLIAMS Phone 98309414 Email barry@pricesfabricationandsteel.com.au	Drawing 1 Scale 1:50 4/7/18 ISSUED FOR APPROVAL	ARNOLD GEERLINGS NARROGIN AIR STRIP CLAYTON ROAD NARROGIN 6312
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DAN TURNER BE (CIVIL) RPEQ 05707
 Civil, Structural & Project Management
 ABN: 37 730 733 802
 97 Felspar St Narrogin WA 6312
 Ph (08) 9881 3218 Mob 04 0986 7048
 Email: dant34175@bigpond.com

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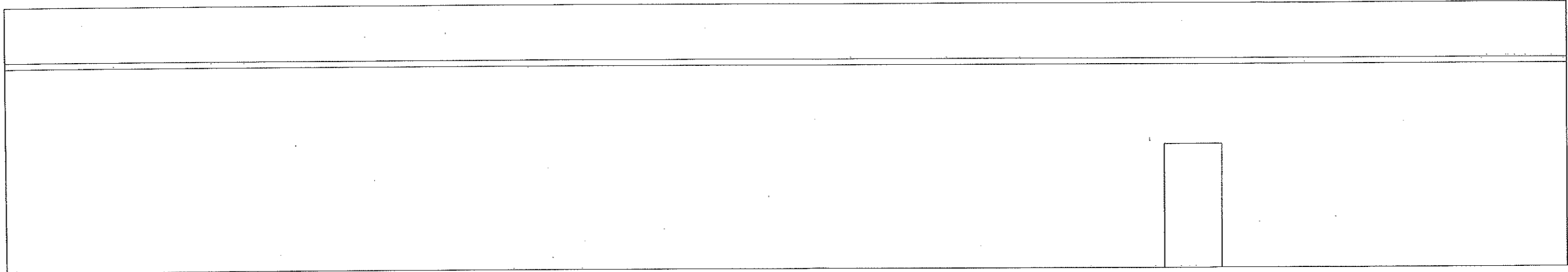


EAST ELEVATION

PRICE'S FABRICATION AND STEEL LOT 200 ALBANY HWY WILLIAMS Phone 98309414 Email barry@pricesfabricationandsteel.com.au	Drawing 2 Scale 1:50	ARNOLD GEERLINGS NARROGIN AIR STRIP CLAYTON ROAD NARROGIN 6312
	4/7/18 ISSUED FOR APPROVAL	

DAN TURNER BE (Civil) RPEQ 05707
Civil, Structural & Project Management
ABN: 37 730 733 802
97 Felspar St Narrogin WA 6312
Ph (08) 9881 3218 Mob 04 0986 7048
Email: dant34175@bigpond.com

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5 7 18



WEST ELEVATION

PRICE'S FABRICATION AND STEEL LOT 200 ALBANY HWY WILLIAMS Phone 98309414 Email barry@pricesfabricationandsteel.com.au	Drawing 5 Scale 1:50	ARNOLD GEERLINGS NARROGIN AIR STRIP CLAYTON ROAD NARROGIN 6312
	4/7/18 ISSUED FOR APPROVAL	

DAN TURNER BE (EIN) APES 05707
Civil, Structural & Project Management
ABN: 87 780 785 802
97 Felspar St Narrogin WA 6312
Ph (08) 9881 3218 Mob 04 0986 7048
Email: dant34175@bigpond.com

[Handwritten signature]
5 7 18

Eric Anderson

From: Torre Evans
Sent: Monday, 13 August 2018 8:11 AM
To: Humphrey Leach
Cc: Eric Anderson
Subject: RE: Airport Committee Contacts

Thanks Humphrey, appreciate your feedback.

Kind Regards

Torre Evans
Executive Manager
Technical & Rural Services

From: Humphrey Leach
Sent: Sunday, August 12, 2018 1:48 PM
To: Torre Evans
Subject: RE: Airport Committee Contacts

Morning Torre,

As this structure will be on the Gliding Club lease it should have no impact on the Narrogin Flying Club; it does however appear to be very big.

Thanks

Humphrey

Humphrey Leach
President
NFC Inc

From: Torre Evans
Sent: Friday, 10 August 2018 5:18 PM

,
Subject: FW: Airport Committee Contacts

Dear Airport Committee Members,

your comments are invited for the attached and below proposal re new hanger. Can comments, if any, please be sent back to me by 12 noon Monday 13 August 2018. Thanks

Kind Regards

Torre Evans
Executive Manager
Technical & Rural Services
Mobile: 0427 982 072

From: Eric Anderson
Sent: Friday, August 10, 2018 5:07 PM
To: Torre Evans
Subject: RE: Airport Committee Contacts

Dear Airport Committee members,

The Shire of Narrogin has received an application for planning consent for the erection of an aircraft hangar at the Narrogin Airport.

The proposal is due to form an agenda item which is due to be presented to the ordinary council meeting held on 22 August 2018.

As the agenda item is due to be written on Monday 13 August 2018, your comments and advice on the proposal is invited.

Apologies for the short notice.

Regards

Eric Anderson
Planning Officer
Development & Regulatory Services

Eric Anderson

From: Torre Evans
Sent: Monday, 13 August 2018 8:02 AM
To: Eric Anderson
Cc: Azhar Awang
Subject: RE: Airport Committee Contacts

Hi Eric,

The Gliding Club committee have no objection to the proposed hanger – Doug Harrington and Trevor Sweeting (Pres).

Kind Regards

Torre Evans
Executive Manager
Technical & Rural Services

From: Eric Anderson
Sent: Friday, August 10, 2018 5:07 PM
To: Torre Evans
Subject: RE: Airport Committee Contacts

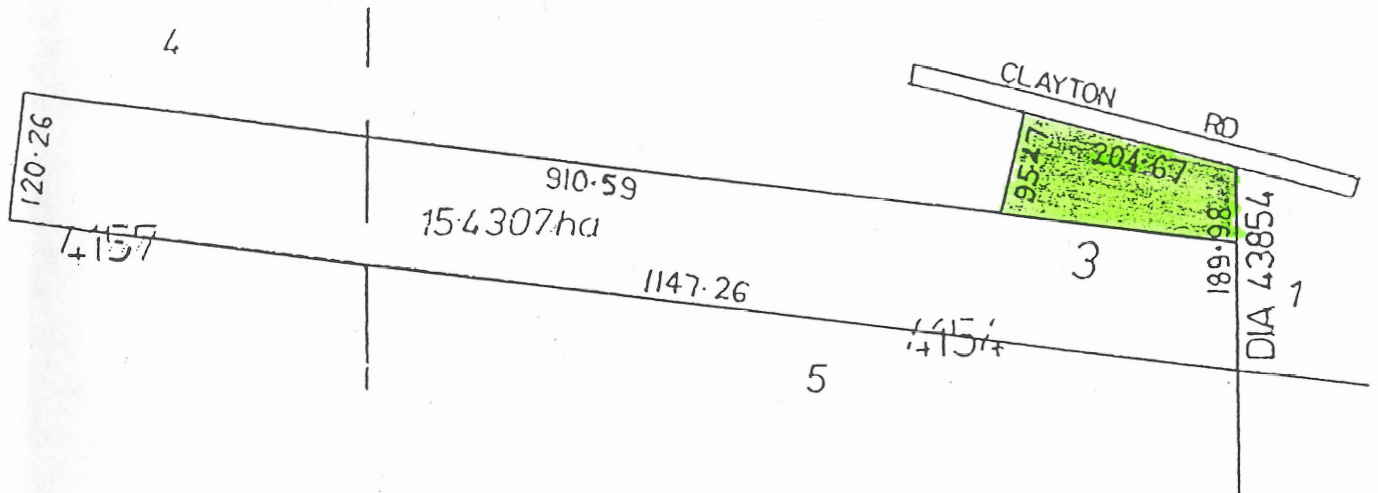
Dear Airport Committee members,

The Shire of Narrogin has received an application for planning consent for the erection of an aircraft hangar at the Narrogin Airport.
The proposal is due to form an agenda item which is due to be presented to the ordinary council meeting held on 22 August 2018.
As the agenda item is due to be written on Monday 13 August 2018, your comments and advice on the proposal is invited.

Apologies for the short notice.

Regards

Portion of Williams Location 4154 (portion of Lot 3 on Diagram 64370), delineated and coloured green as shown below.



(cp/air/lseaggi)

10.1.055 APPLICATION FOR PLANNING CONSENT FOR SHORT TERM EXTRACTIVE INDUSTRY (GRAVEL) AT LOT 203 (NO. 1811) WILLIAMS-KONDININ ROAD, NARROGIN

File Reference	A667
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Andrew Castle
Previous Item Numbers	Nil
Date	13 August 2018
Author	Eric Anderson – Assistant Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development & Regulatory Services
Attachments	
1. Application for Planning Consent & supporting documentation	

Summary

Council is requested to consider the application for planning consent and an extractive industry licence for a short term extractive industry (gravel) at Lot 203 (No. 1811) Williams-Kondinin Road, Narrogin.

Background

On 13 June 2018 the Shire of Narrogin received an application for planning consent and an extractive industry licence for a short term extractive industry (gravel extraction) at Lot 203 (No.811) Williams-Kondinin Road, Narrogin.

A preliminary assessment of the proposal indicated that it would require advertising in accordance with clause 6.3 of the Former Shire of Narrogin Local Planning Scheme No. 2 (FS–LPS). Notices to the adjoining landowners were sent on 26 June 2018. A notice was also published in the Narrogin Observer newspaper on 28 June 2018.

The proposed gravel extraction was advertised for a period of 21 days, with the closing date being 5.00 pm 19 July 2018. No formal submissions were received during the advertising period, however several queries relating to the location of the proposal were received. One query was raised as to why the use was temporary.

Comment

Zoning

The subject land is zoned “Farming” under the FS-LPS No.2. The use of industry extractive is listed as a ‘SA” use meaning that the use is not permitted unless the Council has granted planning approval after giving notice in accordance with clause 6.3.

Traffic

It is proposed that seven (7) road trains will be used for the transport of the extracted gravel over a four (4) week period. Access to the site will be off Barnes Road via Quarry Road. The anticipated range of heavy vehicle movements to and from the site will be between 10 and 49. The maximum number of trips to and from the site each heavy vehicle can make is seven (7) per day (i.e. 49 movements to and from site).

It should be noted that Quarry Road is rated RAV 4 and Barnes Road is RAV 1. On this basis any road trains accessing these roads will need to comply with the approved RAV rating as specified by Main Roads WA.

Duration & Hours of Operation

The anticipated duration of the gravel extraction will be three (3) months, however the applicant is seeking approval for the activity for six (6) months to allow for any unforeseen circumstances. The proposed hours of operation are between 7:00 am and 6:00 pm weekdays. The applicant has indicated that there is a possibility that the job may require six (6) operating days per week. The proposed volume of gravel to be extracted is 50,000m³. The proposed depth of gravel will be ranging from 1m to 1.5m.

Consultation

Public advertising has been undertaken in accordance with clause 6.3 of FS–LPS No.2.

Statutory Environment

- Former Shire of Narrogin Local Planning Scheme No.2
- Extractive Industries Local Law 2017

Policy Implications

Nil

Financial Implications

The application for Planning Consent Fee of \$739 has been charged to be made payable to the Shire of Narrogin. The Applicant is required to pay all expenses as per the FS–LPS.

The Shire's Extractive Industry local laws 2017 specifies that the Council may charge an annual licence fee, to which, the Council has yet to set. The Officer Recommendation proposes a fee be established of \$300 per annum which Officers believe is commensurate with the cost of providing an annual inspection service.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.1 Growth in revenue opportunities
Strategy:	1.1.1 Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.1 A preserved natural environment
Strategy:	3.1.1 Conserve, enhance, promote and rehabilitate the natural environment
Outcome:	3.3 Efficient use of resources
Strategy:	3.3.1 Increase resource usage efficiency

Voting Requirements

A Simple Majority is required for recommendations 1 and 2, with an Absolute Majority required for recommendation 3.

OFFICERS' RECOMMENDATION (1 OF 3)

That, with respect to the Application for Planning Consent – Extractive Industry (Gravel) at Lot 203 (No. 1811) Williams-Kondinin Road, Narrogin, Council approve the application for planning consent subject to the following conditions:

1. This temporary extraction permit is valid for a period of 6 months from the date of approval.
2. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
3. Any use, additions to and further intensification of any part of the development or land which is not in accordance with the original application or conditions of approval shall be subject to a further development application and consent for that use.
4. A Planning Application fee of \$739 is to be made payable to the Shire of Narrogin prior to commencing.
5. Barnes Road is to be maintained during the extraction operation to the satisfaction of the Chief Executive Officer.
6. The hours of operation are to be between 7.00 am and 6.00 pm Monday to Friday and 7.30 am to 5.00 pm on Saturdays. The operation will not be permitted on Sundays and Public Holidays.
7. Provide temporary signage in accordance with road standards advising motorists of the entry of heavy trucks.
8. Upon the completion of the Extractive Industry activity, the site is to be rehabilitated to the satisfaction of the Chief Executive Officer.
9. Top soil from the excavated area shall be stockpiled and used where applicable in the rehabilitation process.
10. All storm water shall be retained on site and no discharge shall occur without prior written approval from the Chief Executive Officer.
11. Appropriate dust suppression measures shall be taken at all times where any operation in the site is likely to generate a dust nuisance to nearby residents to the satisfaction of the Chief Executive Officer.
12. The internal access road shall be constructed to a standard that minimises dust emission from machinery and traffic to the satisfaction of the Chief Executive Officer.

Advice Notes

That the applicant is to consult Main Roads WA with compliance with Restricted Access Vehicle (RAV) status on Quarry Road and Barnes Road.

OFFICERS' RECOMMENDATION (2 OF 3)

That, with respect to the Shire of Narrogin Extractive Industries Local Laws 2017, Council adopt an annual licence fee of \$300 per annum, with the date of affect being the date of advertisement, being the day it is advertised in the Narrogin Observer.

OFFICERS' RECOMMENDATION (3 OF 3)

That, with respect to the Extractive Industries (Gravel) Licence at Lot 203 (No. 1811) Williams-Kondinin Road, Narrogin, Council grants an excavation licence to the applicant subject to the following conditions:

1. All excavation/extraction shall be strictly in accordance with the Council's local law relating to Extractive Industries, conditions specified in the Planning Consent and conditions imposed by any other statutory authority.
2. The Excavation Licence shall only remain valid while there is the appropriate Planning Consent in place to support the extraction of materials.
3. The Excavation Licence is not transferable except with the written approval of Council and if required, the landowner.
4. The hours of operation are to be between 7.00 am and 6.00 pm Monday to Friday and 7.30 am to 5.00 pm on Saturdays. The operation will not be permitted on Sundays and Public Holidays.
5. The licensee is to be responsible for ensuring that the extractive operations are confined to those areas depicted in the plan accompanying the application to Council and the approved Rehabilitation or Land Management Plan.
6. The licensee may not excavate in the following areas, except with the written approval of Council:
 - Within 100m of a boundary of any land not owned by the proponent or Planning Consent holder;
 - Within 20m of any land affected by a registered grant of easement;
 - Within 40m of any designated water course;
 - Within 500m of any house
7. The licensee may not remove natural vegetation except with the written approval of Council and any other government department or agency controlling the clearing of land.
8. The licensee is to stockpile topsoil in the excavation area, to be used where applicable in the rehabilitation process.
9. The licensee is required to take all reasonable and appropriate steps to prevent soil and water erosion and the emission of dust, noise and other forms of nuisance from the excavation site.
10. The licensee is to retain a water tanker on site for dust suppression of overburden storage, stockpile material, pit floors and access tracks.
11. Prior to transport of excavated material, the licensee is to ensure all loads are covered to eliminate dust generation during transit.
12. The licensee is to maintain the currency of the public liability insurance cover for the site, excavation and transport of material.
13. The licensee is to strictly comply with the Fire Management Plan applicable to the site.
14. The licensee is to strictly comply with the requirements of the Environmental Protection (Noise) Regulations 1997.
15. Payment of an Annual Extractive Industry licence fee of \$300.

13 JUN 2018 A667 IPA1814304

PLANNING CONSENT

89 Earl Street
PO Box 1145
Narrogin WA 6312

(09) 9890 0900

www.narrogin.wa.gov.au
enquiries@narrogin.wa.gov.au

CASHIER HOURS:
8:30am – 4:30pm
MONDAY- FRIDAY

APPLICATION FOR PLANNING CONSENT

TOWN PLANNING SCHEME NO.2
DISTRICT SCHEME

Name of Applicant	Andrew Castle
Correspondence Address	PO Box 1163 Narrogin WA 6312

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of Short term gravel extraction
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Stickpile top soil, extract gravel to a depth of 1m to 1.5m. return topsoil so that area returns to farm lan

Existing use of land	Gravel pit and farm paddock
Approximate cost of proposed development	\$ 150,000
Estimated time of completion	12 weeks
No of persons to be housed / employed after completion	none

TITLES OFFICE DESCRIPTION OF LAND**LOCALITY PLAN**

House No	n/a	Lot No	203	Location No	Williams 13993
Plan or Diag	Attached	Street Name	Barnes Road		
Certificate of Title	Volume: 2766			Folio: 293	

LOT DIMENSIONS

Site area	20,000	Square metres
Frontage	n/a	Metres
Depth	1m to 1.5m	metres

AUTHORITY

Applicant's Signature Andrew G Castle  Date 13/06/2018

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Mr Eric Anderson

Planning Officer

Development and Regulatory Services

Narrogin Shire

89 Earl Street

Narrogin WA 6312

Dear Eric,

Please find attached an application for a temporary gravel extraction license.

The license is to enable me to remove gravel to the depth of 1 to 1.5 m. The gravel is destined for a local construction project. The site will be quickly rehabilitated and returned to farm land.

The extraction process will be done by a reputable earth moving contractor in Castle Equipment who has considerable years' experience in the earthmoving industry. The equipment will be to industry standard, well maintained and driven by experienced operators. Castle Equipment own and operate the Narrogin Quarry so should be known to the Shire.

Should you have any questions please contact Noel Castle who will be managing the extraction program on 0407445236. Or Andrew Castle on 0427881119.

Regards,



Andrew Castle

Application for a gravel extraction license

Page one

Person applying for the license: Noel Castle CEO of Castle Equipment and owner operator of Narrogin Quarry and Andrew Castle owner of the proposed extraction site.

Description: The applicant seeks a license to extract 50,000m³ of gravel from his brother's (Andrew Castle) farm, Williams location 13993; lot 203 to fulfil a local construction job.

The proposed extraction site is located in the paddock farm name "New Land" (132'57"S 117'5"E) which is accessed from Barnes Road. See photographs and map of the proposed sites.

Duration : It is anticipated that the extraction operation from the commencement of stock piling the topsoil to the completion of rehabilitation will take 12 weeks, however to ensure adequate time is provided to address any holdups we ask that the license be approved for at 6months commencing from the date of license approval.

Access to Site: Access to the site will be off Williams Road, along Quarry Road then along Barnes Road. A water truck will be deployed to minimize dust on Barnes Road and the extraction site. Castle equipment will maintain Barnes road for the duration of the extraction event.

Impact on neighbours: There are no neighbour houses near the proposed extraction site, see map. Letters of intent have been emailed to all neighbours explaining our intension and requesting feedback. See sample letter included. No negative feedback has been received.

Operation Times: The extraction work will be carried out during daylight hours 5 days per week but could extend 6 days a week should the job necessitate it.

Vehicles on site: It is proposed that 7 road trains will operate over a 4 week period. Earth moving equipment will be used to prepare the site, extract the gravel and rehabilitate the site.

Application for a gravel extraction license

Page two

Vehicle movements and equipment operational times: Operational time will be 7:00am 6:00pm weekdays.

Dust management: A water truck will be deployed to wet down the road access and extraction site. A rubber tyred roller will be used on Barnes road following the water truck.

Noise Impact: All vehicles and machines will be equipped with industry standard mufflers keeping noise to industry and road acceptable levels. There will be no blasting or other noise generation.

Visual Impact: No visual impact will result from the operations as the removal of gravel will only reduce the extraction site by 1 to 1.5 m and the area rehabilitated to farm land.

Impact on natural bush: There is no natural bush on the site proposed for excavation. There are some paddock trees which may need removing. The affected area will, after rehabilitation, be more productive farm land.

Electrical requirements: No electrical requirements are necessary.

Water requirements: Water will be accessed from a 13000m³ dam situated on the Quarry site.

Water runoff: As the area is gravel very little runoff occurs currently on the proposed extraction site. Should a heavy rain fall events happen the water would follow a natural depression towards a creek which is a tributary of the Williams River.

Summary: The rehabilitation process will involve dozer ripping the sub surface them the return of the topsoil. An oat crop will be planted to the paddock.

Contacts: Noel Castle: 0407445236

Andrew Castle 0427881119

PO Box 2081 Rockingham DC WA 6967

PO Box 1163 Narrogin WA 6312



Q - Quarry Rd
 B - Barnes Rd
 E - Extraction site



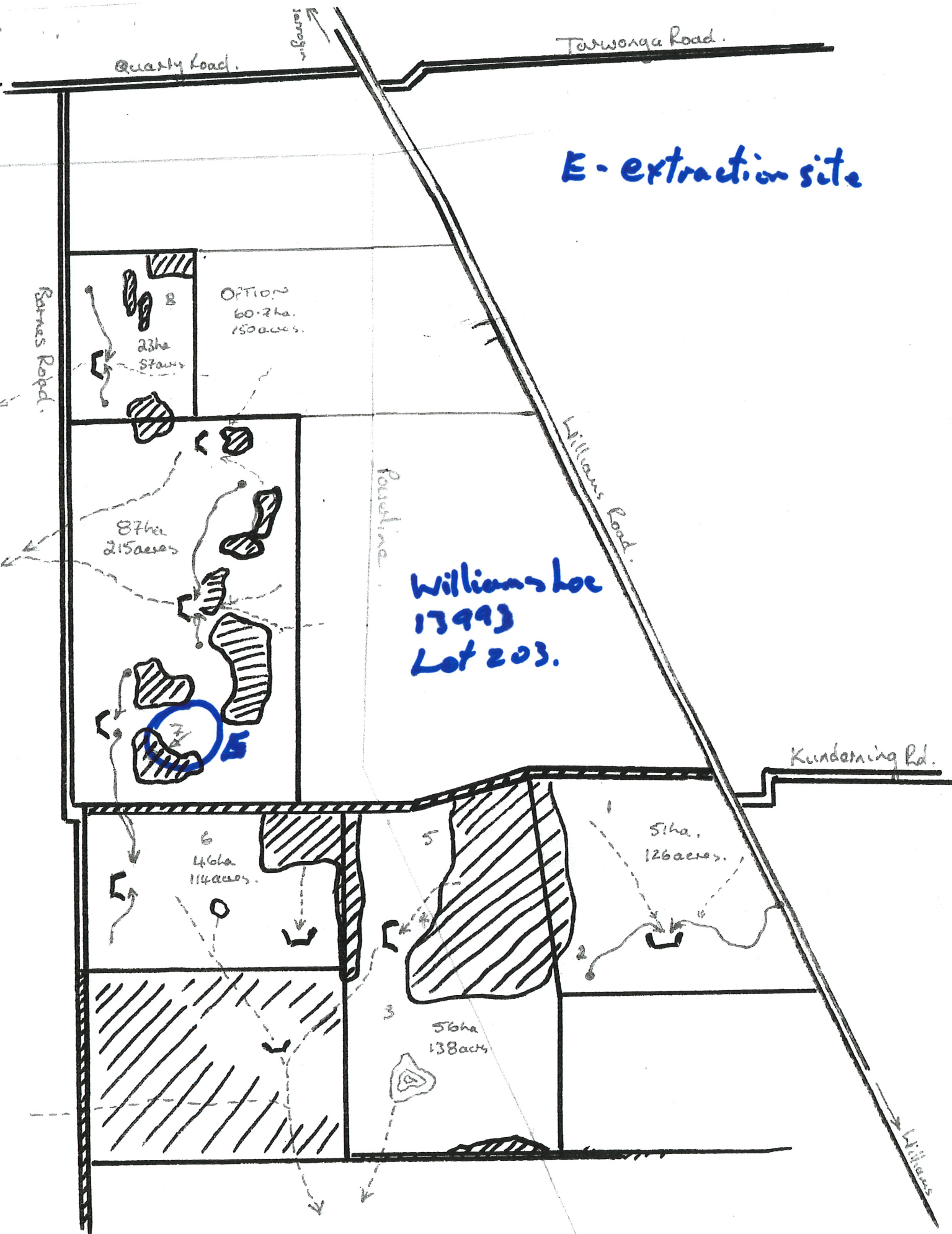
Imagery ©2018 CNES / Airbus, Map data ©2018 Google 1 km

Q - Quarry Rd
 B - Barnes Rd
 E - Extraction site

N.Q - Narrogin Quarry



Imagery ©2018 CNES / Airbus, Map data ©2018 Google 500 m



Application for a gravel extraction license



132'57" S 117'5" E



Current gravel pit at the site

Application for a gravel extraction license



Gravel pit



Gravel pit .

10.2 TECHNICAL AND RURAL SERVICES

10.2.056 AWARDING THE 2018/19 ROAD SEAL TENDER (TENDER NO. 18/19-01)

File Reference	28.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	1 August 2018
Author	Torre Evans – Executive Manager Technical & Rural Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. List of Roads for Sealing 2. Tender Evaluations (Confidential – separate cover)	

Summary

Council is requested to consider awarding the 2018/19 Road Seal Tender (Tender Number 18/19 – 01) to Fulton Hogan, for the sum of \$298,560.86 excluding GST using granite aggregate, for budgeted road seal projects within the 2018/19 budget and as listed in Attachment 1 - List of Roads for Sealing.

Background

The 2018/19 budget listed road sealing works (Attachment 1 – List of Roads for Sealing) as part of ongoing maintenance and refurbishments of roads within the Shire and in accordance with Council's adopted Five Year Road Program 2017 - 2022. Consideration was also given to the 2016 TALIS Road Condition Report when nominating roads for seal works along with visual inspection and local knowledge from the Shire's Manager Operations.

These works need to be completed by contractors with specialised machinery and expertise. The cost of such works was estimated to exceed the \$150,000 tender threshold and therefore necessary for the works to be facilitated through a tender process.

The Road Seal Tender was facilitated through the WALGA Preferred Supplier, eQuotes portal which satisfies the local government statutory requirement for tender procurement.

Comment

The Road Seal Tender was advertised through the WALGA eQuotes Portal from 11 July 2018 to 27 July 2018. The Request for Tender document (RFT) was sent to ten WALGA preferred suppliers through the WALGA eQuotes portal with four companies responding. See below companies:

- Downer
- Fulton Hogan
- Malatesta
- Bitutek

The tender was evaluated on 60% price, 20% relevant experience and 20% OS&H.

To evaluate the price, contractors were asked to submit pricing based on a cost to seal per square metre rate for an aggregate size of 7 mm and 14 mm basalt and granite for each road and submit a total price for all roads. The contractor with the best value for money price – cheapest price for Council, would score the highest % rate of 60%.

The evaluation percentage for price was calculated by dividing 60% by the number of compliant submissions, to give an increment percentage rate and therefore award percentages based on this. For example, 60% divided by four submissions equals 15%, so the best value for money price receives 60% the next best value for money price receives 45%, and so on.

All four companies are prequalified WALGA preferred suppliers and have relevant experience for these works. Occupational Safety and Health (OS&H) was scored based on what the contractor had supplied in their submission and in line with the requirements of the selection criteria.

An evaluation panel was formed that consisted of:

- Torre Evans – Executive Manager Technical & Rural Services
- John Warburton – Manager Operations
- Keenan Wenning – Technical Officer

The Combined Assessments Scores are illustrated below:

Contractor	Assessment Score
Fulton Hogan	85%
Downer	85%
Bitutek	30%
Malatesta	15%

Fulton Hogan submitted a very comprehensive OS&H safety package however failed to submit requested staff white cards and Safe Work Method Statements (SWMS) documents hence why they were marked down under OS&H. These documents were referred to in Fulton Hogan’s safety policy that all employees of Fulton Hogan were appropriately trained and ticketed and SWMS are in place.

Fulton Hogan were previously successful with road seal works for the Shire in the 2017/18 financial year and have provided a very good quality of service and product.

The cheapest pricing between basalt and granite was granite from all submissions, with Fulton Hogan the cheapest cost for road sealing work using granite being \$298,567.98 excluding GST.

As per the tender specifications, the preferred contractor, after the evaluation process was conducted, were required to provide road seal designs to satisfy the Shire of Narrogin’s road seal quality requirements in accordance with the tender specifications.

The seal designs have been received from Fulton Hogan and the total cost for the sealing of roads contained in Attachment 1 using granite is \$298,560.86 excluding GST. The 2018/19 budgeted cost for road sealing to roads contained in attachment 1 is \$299,637.00 excluding GST. This means that the submitted price from Fulton Hogan can be contained within the 2018/19 adopted budget.

Consultation

The following officers were involved in the tender evaluation:

- Torre Evans – Executive Manager Technical & Rural Services
- John Warburton – Manager Operations
- Keenan Wenning – Technical Officer

Statutory Environment

Local Government (Functions and General) Regulations 1996 Part 4 – Provisions of Goods and Services, Division 2 – Tenders for Providing Goods and Services (s.3.57).

Policy Implications

Complies with Council Policy – Section 3 Financial Management, 3.1 Purchasing Framework, 3.1(b) Purchasing Thresholds and Requirements.

Financial Implications

The details of the tenders are disclosed in the tender evaluation Attachment 2 and not disclosed to the public for reasons of Commercial in Confidence.

All costs for road seal works as contained in Attachment 1 – List of Roads for Sealing, are contained within the 2018/19 adopted Budget.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

Objective	1. Economic Objective (Support growth and progress, locally and regionally)
Outcome:	1.3 An effective well maintained transport network
Strategy:	1.3.1 Maintain and improve road network in line with resource capacity

Voting Requirements

Simple Majority

Continued

OFFICERS' RECOMMENDATION

That, with respect to awarding the 2018/19 Road Seal Tender (Tender Number 18/19 – 01), Council award the 2018/19 Road Seal Tender (Tender Number 18/19–01) to Fulton Hogan, for the sum of \$298,560.86 excluding GST, using granite aggregate, for budgeted road seal projects within the 2018/19 adopted budget and as listed in Attachment 1 - List of Roads for Sealing.

SHIRE OF NARROGIN RE-SEAL SITES 2018/2019**TOWN SITE RE-SEALS (7mm AGGREGATE)**

ROAD NAME	SLK START	SLK END	LENGTH MTR	WIDTH MTR	AREA M ²	AGGREGATE SIZE
GORDON ST	0.27	0.58	310	10	3100	7mm Aggregate
EARL ST NORTH	0	0.82	820	10	8200	7mm Aggregate
FLOREAT ST	0	0.45	450	12	5400	7mm Aggregate
HOUGH ST	0	0.59	590	9.5	5605	7mm Aggregate
PARK ST	0	0.37	370	10.5	3885	7mm Aggregate
NORTHWOOD	0	0.34	340	12	4080	7mm Aggregate
PALMER	0	0.21	210	10	2100	7mm Aggregate
WATT ST	0	0.2	200	11.5	2300	7mm Aggregate
SHORT	0	0.1	100	9.5	950	7mm Aggregate
HORACE ST	0	0.27	270	11	2970	7mm Aggregate
HARPER ST	0	0.38	380	9	3420	7mm Aggregate
FALCON ST	0	0.5	500	8	4000	7mm Aggregate
ARGUS ST	0.91	0.71	200	9	1800	7mm Aggregate
QUIGLEY ST	0	0.37	370	8	2960	7mm Aggregate

NEW CONSTRUCTION (14mm PRIMER SEAL WITH 7mm RE-SEAL)

ROAD NAME	SLK START	SLK END	LENGTH MTR	WIDTH MTR	AREA M ²	AGGREGATE SIZE
NARRAKINE SOUTH RD	4.99	6.63	1640	7	11480	14mm Aggregate (Primer Seal)
NARRAKINE SOUTH RD	4.99	6.63	1640	7	11480	7mm Aggregate
CONGELIN RD	6.02	6.52	500	7	3500	14mm Aggregate (Primer Seal)
CONGELIN RD	6.02	6.52	500	7	3500	7mm Aggregate
CONGELIN RD	9.08	9.58	500	7	3500	14mm Aggregate (Primer Seal)
CONGELIN RD	9.08	9.58	500	7	3500	7mm Aggregate
WAGIN-WICKEPIN RD	6	6.585	585	7	4095	14mm Aggregate (Primer Seal)
WAGIN-WICKEPIN RD	6	6.585	585	7	4095	7mm Aggregate
EARL ST	FRONT OF ADMIN		286	7	2002	14mm Aggregate (Primer Seal)
EARL ST			286	7	2002	7mm Aggregate

10.3 CORPORATE AND COMMUNITY SERVICES

10.3.057 SCHEDULE OF ACCOUNTS PAID – JULY 2018

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	31 July 2018
Author	Brooke Conway – Finance Officer Accounts
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	
1. Schedule of Accounts Paid – July 2018 is provided separately.	

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid – July 2018.

Background

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

Comment

The Schedule of Accounts Paid – July 2018 is presented to Council for notation. Below is a summary of activity.

July 2018 Payments		
Payment Type	\$	%
Cheque	180.00	0.01
EFT (incl Payroll)	1,179,946.13	88.65
Direct Debit	148,330.92	11.14
Credit Card	2,578.21	0.20
Trust	0.00	0.00
Total Payments	1,331,035.26	100

Local Spending Analysis of Total Payments		
Local Suppliers	306,664.63	23.04
Payroll	368,267.76	27.67
Total	674,932.39	50.71

The payment schedule has been provided to Elected Members separately and are not published on the Shire of Narrogin website owing to potential fraudulent activity that can arise from this practice.

Printed copies will be available on request at the Administration building and the Library.

Consultation

Nicole Bryant – Manager Finance

Statutory Environment

Local Government Act 1995 Section 6.8 (2)(b)

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2017/2018 Annual Budget, or resulting from a Council resolution for a budget amendment.

Strategic Implications

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the Monthly Financial Reports for July 2018, Council note the Reports as presented.

10.3.058 MONTHLY FINANCIAL REPORTS – JULY 2018

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	13 August 2018
Author	Nicole Bryant – Manager Finance
Authorising Officer	Frank Ludovico – Executive Manager Corporate & Community Services
Attachments	
1. Monthly Financial Report for the period ended 30 June 2018.	

Summary

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

Background

Council is requested to review the July 2018 Monthly Financial Reports.

Comment

The July 2018 Monthly Financial Reports are presented for review.

Consultation

Frank Ludovico – Executive Manager Corporate and Community Services.

Statutory Environment

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

Policy Implications

Nil

Financial Implications

All expenditure has been approved via adoption of the 2018/19 Annual Budget, or resulting from a Council Motion for a budget amendment.

Strategic Implications

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That, with respect to the Monthly Financial Reports for July 2018, Council note the Reports as presented.

MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 31 JULY 2018

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Cash Backed Reserves	12
Strategic Projects Tracker	TBC

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2018**

**MONTHLY SUMMARY
INFORMATION**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 August 2018
Prepared by: Manager of Finance
Reviewed by: Executive Manager of Corporate & Community Svcs

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement.

SIGNIFICANT ACCOUNTING POLICES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

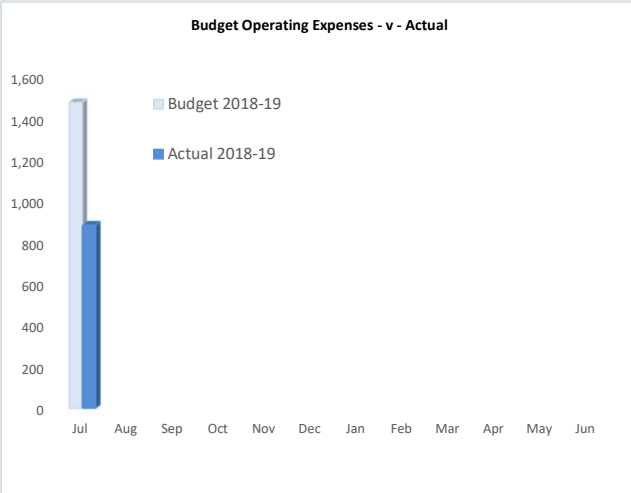
ROUNDING OFF FIGURES

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

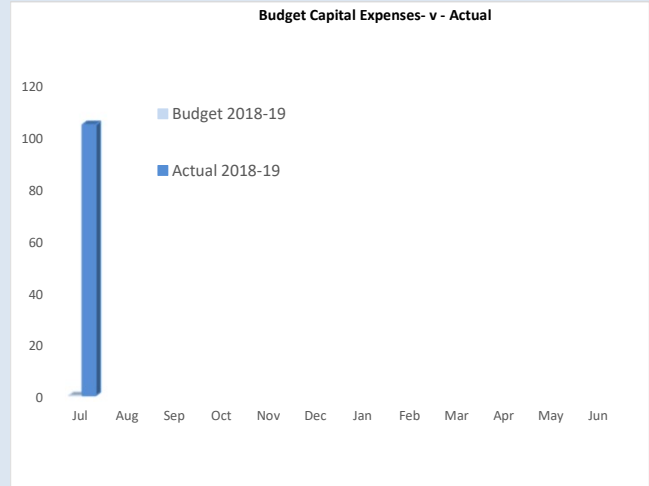
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 JULY 2018**

SUMMARY GRAPHS

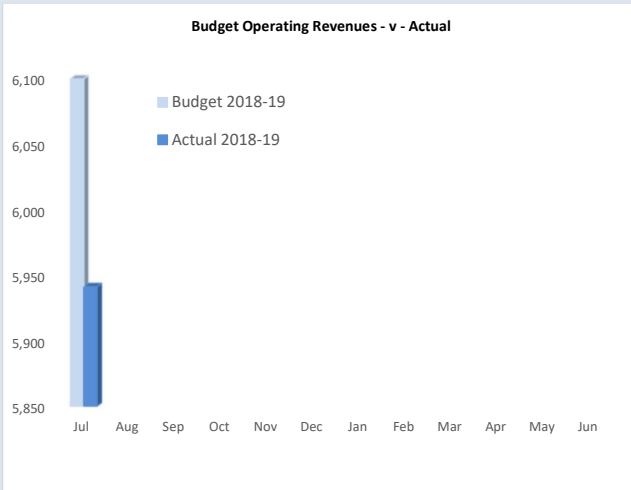
OPERATING EXPENSES



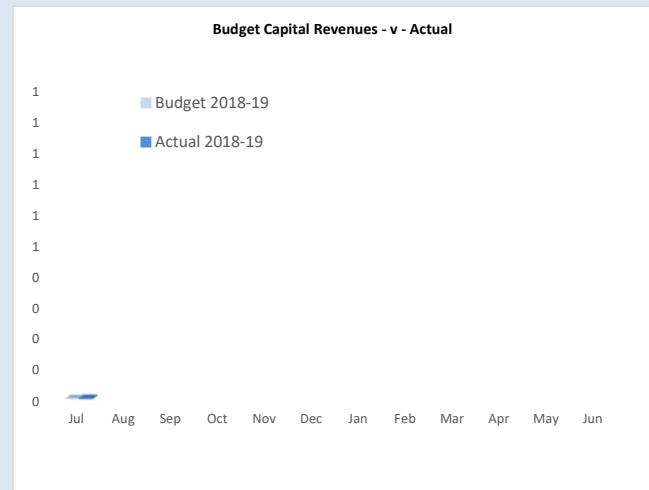
CAPITAL EXPENSES



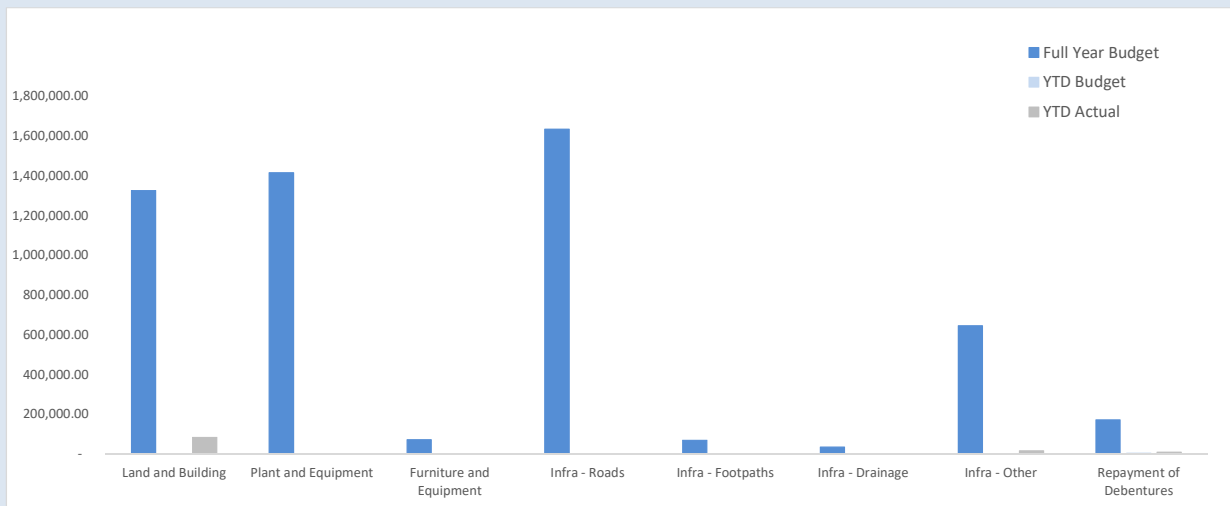
OPERATING REVENUE



CAPITAL REVENUE



CAPITAL EXPENSES BY ACTIVITY



STATEMENT OF FINANCIAL ACTIVITY

STATUTORY REPORTING PROGRAMS

FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018

	Adopted Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3,686,159	3,898,900	3,898,900	0	0%	
Revenue from operating activities						
Governance	5,100	8	0	(8)	(100%)	
General Purpose Funding - Rates	4,788,695	4,780,240	4,689,508	(90,732)	(2%)	
General Purpose Funding - Other	1,285,132	16,264	7,638	(8,626)	(113%)	
Law, Order and Public Safety	52,070	3,377	1,352	(2,025)	(150%)	
Health	11,500	707	1,119	412	37%	
Education and Welfare	1,505,434	306,224	309,795	3,570	1%	
Housing	11,700	974	634	(340)	(54%)	
Community Amenities	1,058,504	876,578	880,621	4,043	0%	
Recreation and Culture	98,854	8,234	3,454	(4,780)	(138%)	
Transport	924,093	71,205	9,618	(61,587)	(640%)	▼
Economic Services	258,407	21,530	25,698	4,168	16%	
Other Property and Services	95,024	7,917	11,209	3,292	29%	
	10,094,513	6,093,258	5,940,645	(152,613)	(3%)	
Expenditure from operating activities						
Governance	(673,307)	(107,258)	(62,833)	44,425	(71%)	
General Purpose Funding	(277,818)	(18,284)	(13,102)	5,182	(40%)	
Law, Order and Public Safety	(621,664)	(61,630)	(51,154)	10,476	(20%)	
Health	(266,696)	(29,627)	(12,893)	16,734	(130%)	
Education and Welfare	(1,808,377)	(163,064)	(122,086)	40,978	34%	▲
Housing	(34,294)	(5,031)	(1,429)	3,602	252%	
Community Amenities	(1,501,758)	(134,950)	(105,680)	29,270	28%	▲
Recreation and Culture	(2,893,082)	(337,542)	(154,673)	182,869	118%	▲
Transport	(4,440,065)	(498,126)	(310,126)	187,999	61%	▲
Economic Services	(664,439)	(68,996)	(54,641)	14,355	26%	▲
Other Property and Services	(47,778)	(47,365)	7,026	54,391	(774%)	
	(13,229,277)	(1,471,873)	(881,591)	590,282		
Operating activities excluded from budget						
Add back Depreciation	2,508,848	209,059	0	(209,059)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	123,754	10,312	0	(10,312)	(100%)	▼
Adjust Employee Benefits Provision (Non-Current)	0	0	0	0		
Adjust Deferred Pensioner Rates (Non-Current)	0	0	0	0		
Movement in Leave Reserve (Added Back)	0	0	0	0		
Adjust Rounding	0	0	0	0		
Amount attributable to operating activities	(502,163)	4,840,757	5,059,054	218,297		
Investing Activities						
Non-Operating Grants, Subsidies and Contributions	846,982	4,999	0	(4,999)	100%	
Purchase of Investments	0	0	0	0		
Land Held for Resale	0	0	0	0		
Land and Buildings	(1,325,038)	0	(83,487)	(83,487)	(100%)	▼
Plant and Equipment	(1,413,335)	0	0	0		
Furniture and Equipment	(71,210)	0	0	0		
Infrastructure Assets - Roads	(1,632,644)	0	(741)	(741)	(100%)	
Infrastructure Assets - Footpaths	(69,000)	0	0	0		
Infrastructure Assets - Road Drainage	(33,589)	0	0	0		
Infrastructure Assets - Other	(644,114)	0	(15,540)	(15,540)	(100%)	▼
Proceeds from Disposal of Assets	742,570	0	0	0		
Proceeds from Sale of Investments	0	0	0	0		
Amount attributable to investing activities	(3,599,378)	4,999	(99,768)	(104,767)		
Financing Activities						
Proceeds from New Debentures	350,000	0	0	0		
Proceeds from Advances	0	0	0	0		
Repayment of Debentures	(129,977)	0	(3,954)	(3,954)	(100%)	
Self-Supporting Loan Principal	0	0	0	0		
Transfer from Reserves	1,033,367	0	0	0		
Advances to Community Groups	0	0	0	0		
Transfer to Reserves	(838,009)	0	0	0		
Amount attributable to financing activities	415,382	0	(3,954)	(3,954)		
Net Capital	(3,183,996)	4,999	(103,721)	(108,720)		
Total Net Operating + Capital	(3,686,159)	4,845,756	4,955,333	109,577		
Closing Funding Surplus(Deficit)	0	8,744,656	8,854,233	109,577		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to page 4 for an explanation of the reasons for the variance.

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2018**

NET CURRENT ASSETS

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

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

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the City has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the City expects to pay and includes related on-costs.

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

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

PROVISIONS

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

INVENTORIES

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

**OPERATING ACTIVITIES
ADJUSTED NET CURRENT ASSETS**

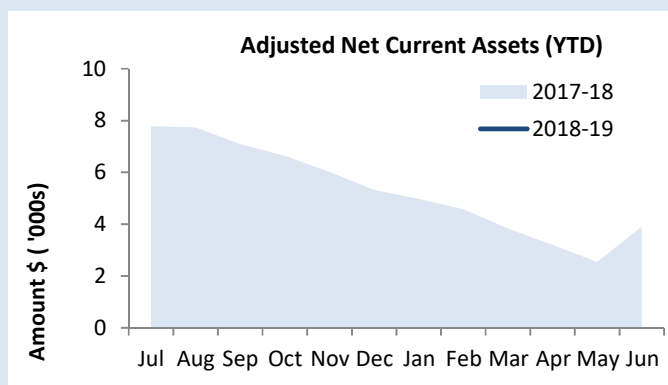
	Previous Period Actual	Year to Date Actual
	30 Jun 2018	31 Jul 2018
Adjusted Net Current Assets	\$	\$
Current Assets		
Cash Unrestricted	3,024,345	2,751,396
Cash Restricted (Reserves)	3,954,799	3,954,799
Receivables - Rates and Rubbish, ESL, Excess Rates	332,023	6,098,375
Receivables -Other	1,091,984	595,871
Inventories	21,056	21,056
	8,424,207	13,421,497
Less: Current Liabilities		
Payables	(358,707)	(403,115)
Loan Liability	(220,293)	(216,340)
Provisions	(596,311)	(596,311)
	(1,175,311)	(1,215,765)
Net Current Asset Position	7,248,897	12,205,732
Less: Cash Restricted	(3,954,799)	(3,954,799)
Add Back: Component of Leave Liability not Required to be funded	387,576	387,576
Add Back: Current Loan Liability	220,293	216,340
Adjustment for Trust Transactions Within Muni	(3,068)	(616)
Net Current Funding Position	3,898,900	8,854,233

SIGNIFICANT ACCOUNTING POLICIES

Please see page 4 for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

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



Year YTD Actual

Surplus(Deficit)

\$8.85 M

Last Period Actual

Surplus(Deficit)

\$3.9 M

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

Cash Unrestricted

Municipal Fund

NIL

Cash Restricted (Reserves)

Reserve Fund

NIL

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2018**

**EXPLANATION OF
MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2018/19 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Expenditure from operating activities					
Education and Welfare	40,978	34%	▲	Timing	HACC, CHSP, HCP & Aged Other - Expenditure estimated evenly over 12 months
Community Amenities	29,270	28%	▲	Timing	WWT, Town Planning, Cemetery, Public Conveniences - Expenditure estimated evenly over 12 months
Recreation and Culture	182,869	118%	▲	Timing	Other Culture - Expenditure estimated evenly over 12 months NRRC - Contract management and water invoices not received P&G - budget under spent for July Town Oval - Budget under spent for July
Transport	187,999	61%	▲	Timing	Drainage Maintenance, Verge Maintenance, Street Lighting, Litter Control - Expenditure estimated evenly over 12 months
Economic Services	14,355	26%	▲	Timing	Caravan Park Maint/Operations, Standpipe Maintenance - Expenditure estimated evenly over 12 months
Investing Activities					
Capital Acquisitions	(99,768)	(300%)	▼	Timing	Budget Profiles have not been loaded at report date
Financing Activities					

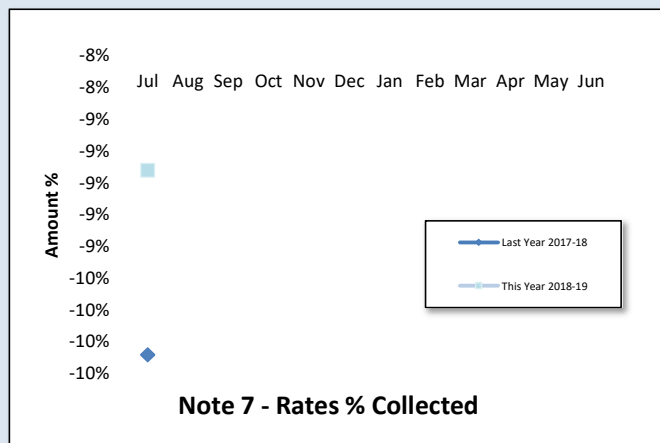
KEY INFORMATION

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

Rates Receivable	30 Jun 18	31 Jul 18
	\$	\$
Opening Arrears Previous Years	492,340	492,340
Levied this year		4,780,240
Movement in Excess Rates		(90,732)
Domestic Refuse Collection Charges		470,984
Domestic Services (Additional)		3,390
Commercial Collection Charge		44,583
Commercial Collection Charge (Additional)		45,287
Total Rates and Rubbish (YTD)	5,153,240	5,253,752
Less Collections to date	(5,153,240)	512,600
Net Rates Collectable	492,340	6,258,692
% Collected	91.28%	8.92%
Pensioner Deferred Rates		(153,532)
Pensioner Deferred ESL		(6,786)
Total Rates and Rubbish, ESL, Excess Rates		6,098,375

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



Collected

9%

Rates Due

\$6,098,375

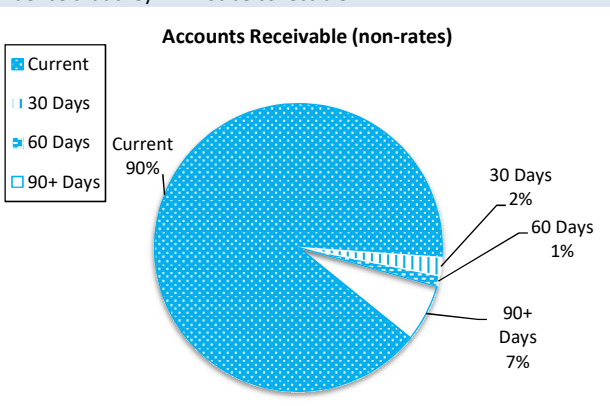
**OPERATING ACTIVITIES
RECEIVABLES**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	590,566	13,584	7,958	42,281	654,389
Percentage	90%	2%	1%	6%	
Balance per Trial Balance					
Rates Pensioner Rebate Claims					1,061
GST Input					0
Provision For Doubtful Debts					(60,388)
Total Receivables General Outstanding					595,063

Amounts shown above include GST (where applicable)

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due

\$595,063

Over 30 Days

10%

Over 90 Days

6%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

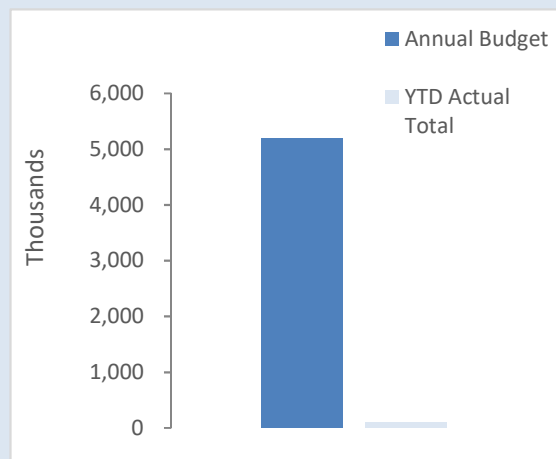
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land and Buildings	1,325,038	0	83,487	(83,487)
Plant & Equipment	1,413,335	0	0	0
Furniture & Equipment	71,210	0	0	0
Roads	1,632,644	0	741	(741)
Footpaths	69,000	0	0	0
Road Drainage	33,589	0	0	0
Other Infrastructure	644,114	0	15,540	(15,540)
Capital Expenditure Totals	5,188,930	0	99,768	-99,768

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$5.19 M	\$.1 M	2%

To be read in conjunction with Strategic Projects Tracker

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

Level of completion indicator, please see table at the end of this note for further detail.

















































	JOB	Original Budget	YTD Budget	YTD Actual	Variance (Under)Over
		\$	\$	\$	\$
Capital Expenditure					
Land and Buildings					
	Building Renovation Administration	LB011	190,060	0	0
	Animal Pound Building (Capital)	BC030	7,781	0	0
	HACC - Building (Capital)	BC050	50,500	0	0
	Mackie Park Public Toilets and Office - Capital	BC130	15,000	0	0
	Memorial Park Public Toilets Capital	BC263	100,000	0	0
	Highbury Public Toilets (Capital)	BC138	10,000	0	0
	Town Hall (Federal St) Building Capital	BC150	75,760	0	17,336
	Railway Institute Hall & Office Building Capital	BC151	3,096	0	0
	Highbury Hall Building Capital	BC153	15,000	0	0
	NRRC Building (Capital)	BC160	123,600	0	0
	NRRC Building Capital 2018-19	BC161	64,259	0	0
	Library Landscape - Stage 1	IO080	100,000	0	0
	Railway Station Building (Capital)	BC200	6,641	0	0
	Museum Building (Capital)	BC201	5,000	0	0
	Accommodation Units (NCP)	BC236	351,364	0	1,800
	Caravan Park Renovations	LB235	183,896	0	63,896
	Visitor Information Bay Upgrade (Williams Road)	IO094	20,000	0	0
	Sale Yard (Showmen's) Toilets Building Capital	BC240	2,627	0	0
		1,325,038	0	83,487	(83,487)
Plant and Equipment					
	Fire Truck (Highbury)	PA961	50,000	0	0
	NO05 Ranger Vehicle 2018	PA8163A	42,606	0	0
	EHO Vehicle 2018	PA065	21,000	0	0
	NGN10179 Toyota Hiace 2018	PA011	58,000	0	0
	Lawn Mower 2018	PE058	2,000	0	0
	Brush Cutter 2018	PE059	1,000	0	0
	NGN839 CHCP Vehicle	PA044B	27,000	0	0
	NGN219 CATS Vehicle 2019	PA014F	26,500	0	0
	CCTV Installation Refuse Site	PE054	10,000	0	0
	NGN00 EMDRS Vehicle 2018(2)	PA002F	35,755	0	0
	NGN00 EMDRS Vehicle 2019	PA002G	35,755	0	0
	NGN00 EMDRS Vehicle 2019(2)	PA002H	35,755	0	0
	CCTV Installation Old Courthouse Museum	PE060	7,500	0	0
	ON0 EMTRS Vehicle 2018 (3)	PA700E	36,508	0	0
	ON0 EMTRS Vehicle 2019	PA700F	36,508	0	0
	ON0 EMTRS Vehicle 2019 (2)	PA700G	36,508	0	0
	ON0 EMTRS Vehicle 2019 (3)	PA700H	36,508	0	0
	N001 MO Vehicle 2018(2)	PA967B	36,870	0	0
	N001 MO Vehicle 2019	PA967C	36,870	0	0
	N001 MO Vehicle 2019(2)	PA967D	36,870	0	0
	Works Supervisor Vehicle 2018	PA026B	43,000	0	0
	1NO CF Vehicle 2018	PA8164A	43,000	0	0
	NGN802 Gardener Vehicle 2018	PA017A	28,000	0	0
	NO1 2018 UD 6 Wheeler Nissan Diesel Tip Truck	PA8212A	226,000	0	0
	NO592 PG LH Vehicle PG 2018	PA021A	32,000	0	0
	NGN677 Toro Mower 2018 (WORKS) (PE041)	PA059A	35,000	0	0
	NO2731 Four Axle Side Tipping Trailer - Additions	PA968A	25,000	0	0
	NO2706 Four Axle Side Tipping Trailer - Additions	PA969A	25,000	0	0
	Workshop Tool Purchase (Mechanic)	PE055	15,000	0	0
	New VHF Radios x 15	PE056	15,000	0	0
	NGN6121 1982 Twin Drum Turf Roller (WORKS)	PA016A	35,000	0	0
	CCTV Installation NCP	PE049	10,000	0	0
	1NGN CEO Vehicle 2018(2)	PA001F	53,040	0	0
	1NGN CEO Vehicle 2019	PA001G	49,440	0	0
	1NGN CEO Vehicle 2019(2)	PA001H	49,440	0	0
	0NGN EMCCS Vehicle 2018(2)	PA005F	35,251	0	0
	0NGN EMCCS Vehicle 2019	PA005G	34,651	0	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)**

% of Completion

Level of completion indicator, please see table at the end of this note for further detail.












	JOB	Original Budget	YTD Budget	YTD Actual	Variance (Under)Over
 002 NGN MF Vehicle 2018	PA047D	25,000	0	0	0
 NGN 0 MLC Vehicle 2018	PA004D	25,000	0	0	0
		1,413,335	0	0	0
Furniture and Equipment					
 Airconditioner Upgrade - DRS	FE026	20,000	0	0	0
 Replace Pelments and Drapes, Jessie House	FE027	4,000	0	0	0
 Mobile Works Solution (HACC)	FE023	20,000	0	0	0
 Town Hall Airconditioner	FE029	15,000	0	0	0
 Library Software Upgrade	FE025	12,210	0	0	0
		71,210	0	0	0
Infrastructure - Roads					
 Earl Street - Renewal (Local)	IR002	49,813	0	0	0
 Egerton Street - Upgrade (Local)	IR125	171,494	0	0	0
 Whinbin Rock Road - Renewal (Rural)	IR205	70,618	0	0	0
 Wagin-Wickepin Road - Renewal (Local)	IR207	99,625	0	0	0
 Wangeling Gully Road - Renewal (Rural)	IR292	90,792	0	0	0
 Quarry Road - Renewal (Rural)	IR311	85,627	0	0	0
 Gordon Street - Renewal (Local) (R2R)	R2R005	9,300	0	0	0
 Earl Street North - Renewal (Local) (R2R)	R2R124	25,800	0	0	0
 Floreat Street - Renewal (Local) (R2R)	R2R048	14,640	0	0	0
 Hough Street - Renewal (Local) (R2R)	R2R090	16,815	0	0	0
 Park Street - Renewal (Local) (R2R)	R2R052	11,655	0	0	0
 Northwood Street - Renewal (Local) (R2R)	R2R014	12,240	0	0	0
 Palmer Street - Renewal (Local) (R2R)	R2R061	7,875	0	0	0
 Watt Street - Renewal (Local) (R2R)	R2R050	6,900	0	0	0
 Short Street - Renewal (Local) (R2R)	R2R089	2,850	0	0	0
 Horace Street - Renewal (Local) (R2R)	R2R062	8,910	0	0	0
 Harper Street - Renewal (Local) (R2R)	R2R057	10,260	0	0	0
 Falcon Street - Renewal (Local) (R2R)	R2R011	12,000	0	0	0
 Argus Street - Renewal (Local) (R2R)	R2R038	4,050	0	0	0
 Quigley Street Short Street - Renewal (Local) (R2R)	R2R088	8,880	0	0	0
 Narrakine Road South - Renewal (Rural) (R2R)	R2R221	123,027	0	0	0
 Herald Street - Upgrade (Local) (RRG)	RRG126	637,565	0	0	0
 Congelin - Narrogin Road - Renewal (Local) (RRG)	RRG202	151,908	0	741	(741)
		1,632,644	0	741	(741)
Infrastructure - Footpaths					
 Mackie Park - Footpath Construction	IF130	10,000	0	0	0
 Earl St Footpath Construction	IF001	9,000	0	0	0
 Doney Street Footpath Construction	IF004	50,000	0	0	0
		69,000	0	0	0
Infrastructure - Drainage					
 Drainage - Butler Street	ID060	33,589	0	0	0
		33,589	0	0	0
Infrastructure - Other					
 Refuse Site Transfer Station	IO034	10,000	0	0	0
 Bin Surrounds	IO085	21,600	0	15,600	(15,600)
 Cemetery Upgrade	IO026	57,440	0	0	0
 Gnarojin Park Master Plan	IO086	23,248	0	0	0
 CBD Design - Colour Palette and signage	IO100	10,000	0	0	0
 Townscape - Highbury	IO103	5,000	0	0	0
 Townscape - Narrogin	IO104	10,000	0	0	0
 NRRC Infrastructure Other (Capital)	IO160	10,000	0	(60)	60
 Foxes Lair	IO011	17,000	0	0	0
 Heritage Trail	IO028	28,015	0	0	0
 McKenzie Park - Playground Equipment	IO068	10,000	0	0	0
 Pine Park - Playground Equipment	IO074	12,000	0	0	0
 Ashworth Park - Playground Equipment	IO076	20,000	0	0	0
 Highbury Tennis Court	IO093	75,000	0	0	0

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)**

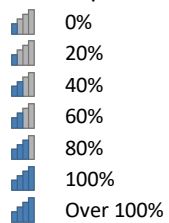
% of Completion

Level of completion indicator, please see table at the end of this note for further detail.

	JOB	Original Budget	YTD Budget	YTD Actual	Variance (Under)Over
 Narrogin Walk Trails Master Plan	IO096	16,000	0	0	0
 Mountain Bike & Pump Track Feasibility Study	IO099	9,000	0	0	0
 Skate Park Improvements	IO021	69,811	0	0	0
 Gnarojin Community Garden Carpark & Driveway Upgrade	IO101	10,000	0	0	0
 Museum Carpark	IO083	60,000	0	0	0
 Pioneer Drive Carpark	IO095	50,000	0	0	0
 Aerodrome Infrastructure Other (Capital)	IO092	30,000	0	0	0
 Caravan Park Resealing, Line Marking	IO081	20,000	0	0	0
 Local Tourism Planning Strategy	IO098	20,000	0	0	0
 Site Inspection Report - Felspar St Depot	IO253	20,000	0	0	0
 Economic Development Strategy	IO105	30,000	0	0	0
		644,114	0	15,540	(15,540)

Capital Expenditure Total

Level of Completion Indicators



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

Variance is calculated on:
YTD Budget vs YTD Actual

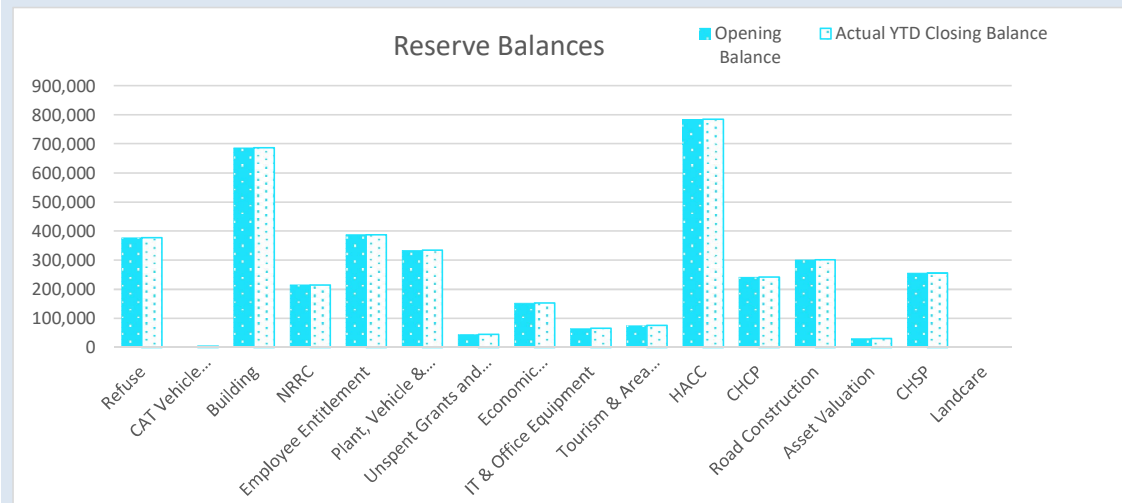
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED FOR THE PERIOD ENDED 31 JULY 2018**

**OPERATING ACTIVITIES
CASH AND INVESTMENTS**

Cash Backed Reserve

Reserve Name	Opening Balance	Current Budget Interest Earned	Actual Interest Earned	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Refuse	376,475	6,827	0	50,000	0	0	0	433,302	376,475
CAT Vehicle Replacement	4,297	78	0	7,125	0	11,500	0	0	4,297
Building	686,182	12,444	0	80,000	0	280,000	0	498,626	686,182
NRRC	214,761	3,895	0	140,000	0	90,000	0	268,656	214,761
Employee Entitlement	387,576	7,029	0	0	0	0	0	394,605	387,576
Plant, Vehicle & Equipment	333,984	6,057	0	425,000	0	442,500	0	322,541	333,984
Unspent Grants and Contributions	44,816	811	0	0	0	4,724	0	40,903	44,816
Economic Development	152,014	2,757	0	18,552	0	0	0	173,323	152,014
IT & Office Equipment	66,049	1,198	0	5,000	0	0	0	72,247	66,049
Tourism & Area Promotion	75,469	1,369	0	0	0	0	0	76,838	75,469
HACC	784,351	14,224	0	0	0	139,916	0	658,659	784,351
CHCP	241,070	4,372	0	0	0	53,213	0	192,229	241,070
Road Construction	301,328	5,465	0	42,332	0	0	0	349,125	301,328
Asset Valuation	30,610	555	0	0	0	0	0	31,165	30,610
CHSP	255,816	2,919	0	0	0	11,514	0	247,221	255,816
Landcare	0	0	0	0	0	0	0	0	0
	3,954,799	70,000	0	768,009	0	1,033,367	0	3,759,441	3,954,799

KEY INFORMATION



10.3.059 PROCUREMENT OF CONTESTABLE ELECTRICITY

File Reference	1.2.2
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Item 10.2.102, 23 August 2016 Res. 0814.028.
Date	10 August 2018
Author	Frank Ludovico – Executive Manager Corporate and Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	Nil

Summary

Council is requested to appoint a supplier of electricity under the State's Contestable Energy Program.

Background

At Council's 23 August 2016 Ordinary Meeting of Council, it resolved:

"That Council:

Approves the supply of contestable energy from Synergy to the following facilities for the next two years.

- *Administration Centre;*
- *Narrogin Caravan Park; and*
- *Narrogin Regional Leisure Centre."*

This period of supply ends 31 August 2018.

A request for submissions (pricing) was loaded into the WALGA preferred supplier system, 'Equotes', on Wednesday 8 August 2018, with a closing date of Monday 20 August 2018.

It is proposed to evaluate submissions and present them at the 22 August 2018 Ordinary Meeting of Council for determination.

Comment

Local Governments are able to procure contestable electricity from suppliers when the threshold of 50 MWh per annum for each meter is exceeded. Streetlights are non-metered and are not a contestable supply.

Evaluated submissions will be presented at the Council meeting due to the fact that submissions close on 20 August 2018.

Consultation

Discussion and consultation was undertaken by the EMCCS with Dale Stewart – Chief Executive Officer.

Statutory Environment

Local Government Act 1995, Section 3.57 Tenders for providing goods or services and Local Government (Functions and General) regulations 1996 Regulation 11 When tenders have to be publicly invited, are applicable to this procurement

In particular, Local Government (Functions and General) regulations 1996 Regulation 11(2)(b) where procurement through the WALGA Preferred Supplier Program is exempt from a public invitation to tender.

Policy Implications

Policy 3.1 Purchasing – Framework is applicable.

Financial Implications

Council procurement for contestable electricity has averaged over 312 MWh Off Peak and 302 MWh peak in the last two financial years. The cost of power for these three premises was over \$173,000 in 2016/17 and over \$176,000 in 2017/18. Any variation in charges will have an impact on the Budget.

Strategic Implications

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the procurement of Contestable Electricity, Council award the supply contract to _____ for a two (2) year period concluding on 31 August 2020 for the following locations:

- Administration Centre;
- Narrogin Caravan Park; and
- Narrogin Regional Leisure Centre.

10.3.060 ADOPTION OF ASSET MANAGEMENT POLICY

File Reference	4.2.5 and 13.5.4
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Shire of Narrogin
Previous Item Numbers	Nil
Date	10 August 2018
Author	Frank Ludovico – Executive Manager Corporate and Community Services
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments	1. Draft Asset Management Policy

Summary

This report recommends the adoption of an Asset Management Policy.

Background

Asset Management Plans are a part of the Integrated Planning & Reporting Framework (IPRF) and is an informing document to strategic planning processes.

An Asset Management Policy outlines the Shire's asset management objectives, targets and plans. It establishes a platform for service delivery and provides the framework that enables the Asset Management Strategy and Plans to be produced.

Comment

In December 2017, as part of a Department of Local Government, Sport and Cultural Industries funded program, the Shire participated in an Asset Management Maturity Assessment.

This assessment considered the Shire possess "Core Maturity" and operating within acceptable parameters.

However, improvement opportunities were also identified. These included adoption of an Asset Management Policy, documenting current levels of service and document conditions assessment methodologies (particularly buildings).

The adoption of an Asset Management Policy will guide in this documentation process producing better strategic planning for Shire Assets.

Consultation

Consultation was undertaken by the Executive Manager Corporate and Community Services with Dale Stewart – Chief Executive Officer, Niel Mitchell – Governance Officer and the Executive Management Team.

Statutory Environment

Local Government Act 1995, Section 2.7(2)(b) gives Council the power to develop policies.

Policy Implications

This is a proposed new policy.

Financial Implications

The Policy will be the guiding document in the development of Asset Management Plans, which will influence the Long Term Financial Plan.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027	
Objective	3. Environment Objective (Conserve, protect and enhance our natural and built environment)
Outcome:	3.4 A well maintained built environment
Strategy:	3.4.1 Improve and maintain built environment

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council adopt the draft Asset Management Policy as per Attachment 1.

14.3 Asset Management Policy

Statutory context Local Government Act 1995
Local Government (Financial Management) Regulations 1996
Australian Accounting Standard 27

Corporate context Asset Management Plans and Strategies
Long Term Financial Plan
Corporate Business Plan
Annual Budgets

History Adopted

Policy Statement

Objective

Sustainable service delivery through optimised lifecycle management of assets –

- demonstrate the local government's commitment to strategic asset management as described in framework guidelines provided to local government as part of Integrated Planning and Reporting requirements of the Local Government Act;
- provide guidance for elected members during annual budget process;
- provide guidance for staff responsible for development of asset plans and programs; and
- provide the community with a statement of intent regarding asset management.

This policy applies to –

- all who are involved in the operations, maintenance, refurbishment, renewal, upgrading and development of local government's existing and new infrastructure and other assets;
- all of the local government's assets which include physical features such as roads, drainage, buildings, parks, pathways, play grounds, plant and other assets that are not fixed in place.

Principles

The local government will procure, maintain and dispose of its assets in line with this policy and regulatory requirements.

The local government aims are to develop and implement cost-effective management strategies for the long term and strive for continuous improvement in asset management practices.

There are five core principles that this policy has regard for –

Principle 1: Understand the Community's Needs

Levels of service for each asset class will be detailed in line with community expectations and regulatory requirements. These levels of service will be determined-

- in words that are readily understood by the community,
- with regard to the cost of provision of these services to the desired level of service, and
- with an understanding of longer term changes necessary as a result of changing demographics within our community.

Principle 2: Be Financially Sustainable

The local government will develop annual asset plans and programs generated from rolling 10/20 year plans aligned to Corporate Plans, Asset Management Strategies, Long Term Financial Plan and Workforce Plan, updating each plan as necessary based on relevant decisions made.

Where relevant, consideration will be given to life cycle costs regarding decisions to renew, upgrade or procure significant assets before any decision is made.

The local government maintenance of assets shall be funded primarily from rates revenue and this shall be taken into regard when decisions are made to procure new assets. Where limits on rates funding exist, precedence shall be given to necessary maintenance activities for existing assets over proposals to procure new assets from this funding source.

The local government will continually review its stock of assets and undertake consolidation of assets where it is in the best interests of the community.

Principle 3: Recognise Environmental Impact

The local government will consider and amend asset programs as necessary, where practical and financially acceptable options exist for reducing energy or water consumption, reducing carbon impact, reducing consumption of non-renewable resources and preserve or enhance the environment in which we live.

Improvements in our asset management systems will be undertaken to ensure measuring and monitoring of consumption of resources are in place to better understand the implications for long term asset management.

Principle 4: Continuous Improvement

Asset management processes will be developed that include a systematic approach to planning, implementing, reviewing and modifying asset management activities to improve the efficiency and efficacy of the overall system.

Processes will be developed to ensure that the local government is aware of contemporary asset management practices and that staff and service providers undertake continuous improvement

Principle 5: Public and Staff Safety

All facets of the asset management process will have a risk based approach to designing and undertaking each stage of the process to ensure public and staff safety is not compromised.

Application

As there is a substantial investment in assets, the local government will endeavour to meet the service needs of the community, in a manner that does not place undue economic, social or environmental burden on future generations. Decisions relating to the provision and management of public infrastructure shall reflect the local government's core values, statutory responsibilities and accountability to the community.

To achieve this, the local government will –

1. Ensure that appropriate infrastructure and other assets are acquired, maintained and renewed to meet the needs of current and future stakeholders, at equitable intergenerational cost.
2. Undertake a critical review of the need for that asset.
3. Take into account **whole of life** costs associated with asset ownership when considering proposed capital investment or other related expenditure, including upgrade and renewal works.
4. Quantify and communicate the true cost of operating and maintaining assets, as a basis for setting service level standards and making informed decisions on asset purchase, maintenance and renewal.
5. Consult with key stakeholders to establish agreed service standards that reflect community expectations and willingness / propensity to pay.
6. Implement appropriate business practices and procedures to ensure that infrastructure and other assets are operated, maintained and renewed in accordance with agreed standards, at lowest **whole of life** cost to the community.
7. Where appropriate, engage the private sector and Government agencies to explore opportunities for alternative "non-asset" service delivery solutions, including public private partnerships and integrated / shared servicing arrangements.

8. Ensure that statutory and legal obligations with respect to the operation and maintenance of public infrastructure and other assets are effectively met, particularly with regard to public safety and security.
9. Continually seek opportunities for multiple use of assets.
10. Provide appropriate asset data and reporting to meet the needs of the end users/key stakeholders.
11. Develop and implement long term Asset Management Plans as determined by the CEO, for the key asset classes –
 - a) Transport assets – roads, paths, bridges, culverts, drainage, airport, street furniture etc.;
 - b) Property assets – buildings, freehold land and associated ancillary infrastructure;
 - c) Recreation assets – parks, ovals, reserves, gardens, playgrounds etc.;
 - d) Plant and equipment – vehicles, tools, plant and machinery, information technology and communications equipment etc.
 - e) Portable and attractive assets – in accordance with the *Local Government (Financial Management) Regulations 1996* r.17B; and
 - f) Other classes as deemed appropriate or necessary
12. Develop and implement an Asset Management Improvement Strategy detailing proposed business improvement actions and projects aimed at enhancing organisational effectiveness with respect to the management of assets.

– End of Policy

Notes

Asset, for the purposes of this policy, includes a physical component of a facility which has value that enables services to be provided and has an economic life greater than 12 months.

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

Nil

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

13. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at ___ pm and pursuant to Resolution 10.3.135 of 20 December 2017, reminded Councillors of the next ordinary meeting of the Council, scheduled for 7.00 pm on 26 September 2018, at this same venue.