



AGENDA

ORDINARY COUNCIL MEETING

14 December 2022

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Members & Community Members

Pursuant to resolution 1021.012 of 27 October 2021, an Ordinary Meeting of the Shire of Narrogin will be held on 14 December 2022 in the Shire of Narrogin Council Chambers, 89 Earl Street, Narrogin, commencing at 7:00 pm.

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

Dale Stewart
Chief Executive Officer

Acknowledgement of Noongar People

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

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

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electronic format (disk or emailed), audio or Braille



Shire of
Narrogin
Love the life

STRATEGIC COMMUNITY PLAN 2017-27

SNAPSHOT

VISION

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

MISSION

Provide leadership, direction and opportunities for the community.

KEY PRINCIPLES

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

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

OUR VALUES

Care with Trust & Teamwork

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

Accountability - We accept responsibility for our actions and outcomes

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

Excellence - We go the extra mile to deliver outstanding services

Trust - We share without fear of consequences

Team Work - We work together for a common goal

ECONOMIC

Support growth and progress, locally and regionally...

Growth in revenue opportunities

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

Increased Tourism

- Promote, develop tourism and maintain local attractions

An effective well maintained transport network

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

Agriculture opportunities maintained and developed

- Support development of agricultural services

SOCIAL

Provide community facilities and promote social interaction...

Provision of youth services

- Develop and implement a youth strategy

Build a healthier and safer community

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

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

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

Cultural and heritage diversity is recognised

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

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

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

ENVIRONMENT

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

A preserved natural environment

- Conserve, enhance, promote and rehabilitate the natural environment

Effective waste services

- Support the provision of waste services

Efficient use of resources

- Increase resource usage efficiency

A well maintained built environment

- Improve and maintain built environment

CIVIC

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

An efficient and effective organisation

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

An employer of choice

- Provide a positive, desirable workplace

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

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ORDINARY COUNCIL MEETING 14 DECEMBER 2022

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

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

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

Elected Members (Voting)

Mr L Ballard – Shire President (Presiding Member)

Cr G Broad – Deputy Shire President

Cr R McNab

Cr M Fisher

Cr B Seale

Cr J Pomykala

Cr T Wiese

Cr T Alexander

Cr J Early

Staff

Mr D Stewart – Chief Executive Officer

Mr A Awang – Executive Manager Development & Regulatory Services

Mr T Evans – Executive Manager Technical & Rural Services

Mr M Furr – Executive Manager Corporate & Community Services

Ms V Ward – Executive Assistant

Leave of Absence

Apologies

Absent

Visitors

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

Name	Item No	Interest	Nature

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

The next Council meeting is scheduled for 22 February 2023.

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting

OFFICER'S RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 23 November 2022 be confirmed as an accurate record of the proceedings.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Cr Alexander, on behalf of the President and Shire, by the 14 December 2022, will have completed the judging of the Christmas lights and the winners of Narrogin Chamber of Commerce Vouchers, sponsored by the Shire, were noted as follows:

- 1st place:St/Rd (Owner) - \$250;
- 2nd place:.....St/Rd (Owner) - \$200; and
- 3rd place:St/Rd (Owner) - \$150.

Commendations to and congratulations to previous winners for their displays again this year. Cr Alexander also said thatStreet was the best decorated street and was worth a drive to view.

The Narrogin Chamber of Commerce judged the Best CBD Window and advised that the winners this year, who have won vouchers, sponsored by the Chamber, were:

- 1st place: - \$150; and
- 2nd place:- \$50.

9. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

10.1 DEVELOPMENT AND REGULATORY SERVICES

10.1.1 METEOROLOGICAL MAST AT 248 CORNWALL ROAD, MINIGIN

File Reference	A135
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Neoen Australia Pty Ltd
Previous Item Numbers	Nil
Date	5 December 2022
Author	David Johnston – Regional Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
Attachments 1. Mast Plans, Cover Letter and Aviation Impact Assessment 2. Schedule of Submissions	

Summary

Council's consideration is requested in regard to the proposed Meteorological Mast at 248 Cornwall Road, Minigin. The proposal is for one mast; however, the application has four location options included in the application which will be narrowed down to a single location by the applicant prior to construction of the mast. The proposed sites included in this application under the address, 248 Cornwall Road are as follows:

Option	Land Parcel	Folio/Volume	Area (ha)
Option 1	Lot 2484 on Plan 108492	1112/539	40.49
Option 2	Lot 1259 on Plan 104541	1515/112	64.91
Option 3	Lot 8931 on Plan 133000	1849/436	91.14
Option 4	Lot 1260 on Plan 104540	1515/111	58.30

Background

On 16 November 2022, the Shire of Narrogin received an Application for Planning Consent for the erection of a Meteorological Mast Tower on one of four location options at 248 Cornwall Road, Minigin. The purpose of the Mast is to measure wind speed, wind direction, wind shear, wind turbulence and wind density.

The Mast will be on site for a period of 5 to 10 years and is proposed to inform decision making for the applicant on the protentional of a wind farm in the location.

The mast is proposed to be 157 metres tall and supported by guy wires. It will feature wind measuring equipment and safety features such as lighting and flags at various heights along the mast.

The final location will be selected prior to any construction.

Consultation

As the proposal is a use not listed, the proposal is required to be advertised in accordance with Clause 6.3 of the Former Shire of Narrogin Local Planning Scheme No. 2 (FSLPS2). Clause 6.3 states as follows:

“6.3.2 Where an application is made for planning approval to commence or carry out development which involves an "AA" use, or for any other development which requires the planning approval of the Council, the Council may give notice of the application in accordance with the provisions of this clause.

6.3.3 Where the Council is required or decides to give notice of an application for planning approval the Council shall cause one or more of the following to be carried out:

a) notice of the proposed development to be served on the owners and occupiers of land within an area determined by the Council as likely to be affected by the granting of planning approval stating that submissions may be made to the Council within twenty-one days of the service of such notice;

b) notice of the proposed development to be published in a newspaper circulating in the Scheme Area stating that submissions may be made to the Council within twenty-one days from the publication thereof;

c) a sign or signs displaying notice of the proposed development to be erected in a conspicuous position on the land for a period of twenty-one days from the date of publication of the notice referred to in paragraph b) of this sub-clause.

6.3.4 After expiration of twenty-one days from the serving of notice of the proposed development, the publication of notice or the erection of a sign or signs, whichever is the later, the Council shall consider and determine the application.”

The applicant requested during their submission that the application process be expediated in order to have the proposal determined at the December meeting rather than the February meeting.

The proposal has been advertised for a period of 21 days in accordance with the FSLPS2 ending on the date of the Council Meeting being 5PM on 14 December 2022.

The advert has been advertised in accordance with Clause 6.3. No variations have been made, however the administration has seen fit to expand advertising to also include the Shire’s Facebook page, website, admin building and library.

The administration has also sent correspondence of the proposal to the following:

- Department of Biodiversity Conservation and Attractions;
- Civil Aviation Safety Authority;
- Department of Water and Environmental Regulation;
- Western Power;
- St John Ambulance Australia;
- Narrogin Gliding Club; and
- Narrogin Flying Club.

The following officers within the organisation were consulted on the proposal:

- Executive Manager Development and Regulatory Services; and
- Executive Manager Technical and Rural Services

All submissions received are contained in Attachment 2 – Schedule of Submissions.

Statutory Environment

The following Acts, Regulations and Schemes that apply to this item include:

- Former Shire of Narrogin – Local Planning Scheme No. 2;
- Planning and Development (Local Planning Schemes) Regulations 2015; and
- Planning and Development Act 2005.

Policy Implications

Nil

Financial Implications

An Application for Planning Consent Fee of \$1328.26 has been paid to the Shire of Narrogin.

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
Outcome:	3.4	A well maintained built environment
Strategy:	3.4.1	Improve and maintain built environment

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Having no response from CASA and determining the item could leave the Shire liable for any aviation accidents involving the tower.	Unlikely (2)	Major (4)	Medium (5-9)	Engagement Practices	Control through if no response received by CASA, defer item and await their comments or recommendation

Risk Matrix

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

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 8 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Comment/Conclusion

Zoning

The various lots at 248 Cornwall Road, Minigin, included in the Application are all zoned 'Farming' under the Former Shire of Narrogin Local Planning Scheme No. 2 (FSLPS2). The objectives of this zone are as follows:

"4.13 The Council intends the predominant form of farming activity in the Farming Zone will continue to be based on large farming units. It will generally be opposed to the fragmentation of farming properties through the process of subdivision.

4.13.2 Development: The Council shall not grant planning approval for any development that will in the opinion of the Council adversely affect the rural landscape or be contrary to the agricultural use of the land."

The use of Meteorological Masts is not included in the zoning table of the FSLPS2. Therefore, Council may treat the proposal as a use not listed in accordance with Clause 3.2.4 and 3.2.5, which state as follows:

3.2.4 Where in the Zoning Table a particular use is mentioned it is deemed to be excluded from any other use which by its more general terms might otherwise include such particular use.

3.2.5 If the use of land for a particular purpose is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the interpretation of one of the use categories the Council may:

- a) determine that the use is not consistent with the objectives and purposes of the particular zone and is therefore not permitted; or*
- b) determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the advertising procedures of sub-clause 7.2 in considering an application for planning approval.*

It is considered that the proposal is consistent with clause 4.13.2, where the proposed development will not adversely affect the rural landscape or be contrary to the agriculture use of the land. This will need to be determined by Absolute Majority of Council in accordance with clause 3.2.1(b) of FSLPS2.

Height

The proposed Meteorological Mast Tower is proposed to be 157 metres high. This height is significant and thus, the proposal has been referred to the Civil Aviation Safety Authority for comment.

In addition to this, the applicant has assessed the impact of their proposal on aviation through an Aviation Impact Statement. The Aviation Impact Statement makes recommendations for the tower to be painted in contrasting colours and include flashing lights to warn aircraft. It is recommended that these recommendations are implemented.

Regarding the visual impact, the mast will be visible from surrounding properties and use contrasting colours for aircraft safety. When viewed from a longer distance, the tower will be difficult to see due to the slender nature. Each of the four location options selected by the applicant are located well away from boundary lines in order to not be leering over neighbouring properties.

The tower is required to be lit with warning lights and these will be visible at night.

Voting Requirements

Part 1 of 2 - Absolute Majority

Part 2 of 2 - Simple Majority

OFFICERS' RECOMMENDATION – PART 1 OF 2

That with respect to the Application for Planning Consent for the proposed Meteorological Mast Tower at 248 Cornwall Road, Minigin, Council determine by Absolute Majority that the proposed use is consistent with the objectives of the Farming zone.

OFFICERS' RECOMMENDATION – PART 2 OF 2

That with respect to the Application for Planning Consent for the proposed Meteorological Mast Tower at 248 Cornwall Road, Minigin, Council;

1. Determine by absolute majority that the proposed use is consistent with the objectives of the Farming zone.
2. Grant Planning Approval subject to the following conditions:
 - a. 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.
 - b. 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 the Chief Executive Officer.
 - c. 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.
 - d. All drainage run-off associated with the development shall be contained on site to the satisfaction of the Chief Executive Officer.
 - e. Any damage caused to Shire roads or crossovers during construction shall be repaired at the cost of the applicant.
 - f. The Meteorological mast is to include the following measures as recommended by the Aviation Impact Statement:
 - i) The top 1/3rd of the tower is to be painted in alternating contrasting bands of colour.
 - ii) Marker balls or high visibility flags or high visibility sleeves placed on the outside guy wires.
 - iii) Ensure the guy wire ground attachment points have contrasting colour to surrounding vegetation.
 - iv) A flashing strobe light during daylight hours.

Advice Notes:

1. The applicant must advise the Civil Aviation Safety Authority of the intent to commence construction as soon as practicable after forming an intention to construct the Meteorological Mast Tower.
2. If the applicant is aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.



Inspired People.
Dedicated Team.
Quality Outcomes.

Our Ref: 22847_Neoen Narrogin_ Met Mast DA Coverletter_Final V1

16 November 2022

David Johnston
Regional Planning Officer
Shire of Narrogin

E| pa@narrogin.wa.gov.au

Dear David,

RE: Application for Development Approval – Meteorological Mast

Neoen are seeking Development Approval from the Shire of Narrogin under the *Local Planning Scheme No. 2* to construct and operate a Meteorological Mast Tower (Met Mast) at one of four potential locations.

The purpose of constructing and operating the Met Mast is to conduct climatic monitoring and determine the suitability of the location for siting of a future potential wind farm. The Western Australian Energy Transformation Strategy (Energy Policy WA, 2021) aims to achieve a secure, reliable, sustainable, and affordable electricity network for the future of WA and it is well recognised that renewable energy sources such as wind power are critical to achieving this. Neoen aim to advance such strategies by increasing local renewable energy generation and is looking to undertake meteorological monitoring in areas where the potential for efficiently generating wind power is most likely.

This supporting letter:

- Provides a description of the proposed Met Mast, including the potential locations and construction and operational activities.
- Summarises consultation completed to date for the Met Mast, noting that a further consultation program will be implemented as part of a larger potential wind farm project (separate to this scope).
- Provides a brief assessment of aspects of the Western Australian planning framework in relation to this Development Application, including the Shire of Narrogin *Local Planning Scheme No. 2* (the Scheme) and other relevant policies and planning considerations.

**Umwelt (Australia)
Pty Limited**

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1.0 Project Location and Description

This Development Application provides for four potential locations while the final location of the Met Mast is being determined. Only one Met Mast will be constructed, following approval and further detailed designs. The proposed potential locations for the Met Mast are provided in **Table 1.1** and illustrated in **Figure 2.1**.

Table 1.1: Met Mast Location details

Location Option	Coordinates	Land Parcel	Certificate of Title (Folio/Volume)
Option 1	117.006143, -32.976205	Lot 2484 on Plan 108492	1112/539
Option 2	117.007277, -32.968456	Lot 1259 on Plan 104541	1515/112
Option 3	116.996993, -32.967193	Lot 8931 on Plan 133000	1849/436
Option 4	117.019893, -32.968969	Lot 1260 on Plan 104540	1515/111

The primary objective of the Met Mast will be to provide detailed wind speed and direction data for the area. The data that is collected will be used to characterise suitability of the site for generating wind power and inform the design and decision-making process around future proposals for a wind farm development.

Indicative designs for the Met Mast general arrangement are provided in **Attachment 3**. The proposed Met Mast will be of triangular steel lattice construction. It will be approximately 150 m in height and will be supported by guy wires. The mast will be equipped with wind and weather sensors at various heights, allowing for the measurement of wind speed, wind direction, wind shear, wind turbulence and air density. The mast is intended to be temporary for 5 -10 years. and consist of:

- A galvanised steel framework with alternating contrasting bands of colour to at least top 1/3 of mast
- Mounting boom for anemometers (instruments that measure wind speed and direction)
- Guy-fixing system (inner, intermediate, and outer anchor footings and guy wires)
- Data and electrical cabling
- Potentially medium lighting and markers on guy wires for aviation safety (if advised by the Civil Aviation Safety Authority (CASA)).

The Met Mast construction is expected to take place between February and March of 2023 over a period of about 30 days with a construction workforce of 3–9 people. All components and construction materials for the Met Mast will be transported to site and the Met Mast will be assembled on-site. Access and parking for construction and operations will be confirmed following selection of the final Met Mast location. No clearing of native vegetation or crossing of watercourses will be required during construction.

The Met Mast will be unmanned for most of its operation and is primarily to be monitored from a remote location with inspections taken out on a periodical basis annually. The Met Mast will be similar in appearance to other Met Masts previously established for climatic monitoring for wind farms as illustrated in **Plate 1.1**.

The Met Mast is of lightweight, lattice design and has a high level of visual transparency resulting in low visibility at a distance.










- Legend**
-  Cadastral
 -  Roads
 -  Drainage Lines
 - Met Mast Options**
 -  Option 1
 -  Option 2
 -  Option 3
 -  Option 4

FIGURE 2.1

Meteorological Mast Location Options



Plate 1.1: Example of Meteorological Mast (Captains Mountain Wind Farm Pty Ltd, 2021)

2.0 Pre-submission Consultation

Neoen has undertaken limited consultation with nearby landholders and relevant government stakeholders over recent months as part of broader discussions related to a potential wind farm development.

Stakeholder engagement to date is summarised in **Table 2.1**.

Table 2.1 Consultation Summary

Stakeholder	Consultation Outcomes
Shire of Narrogin	The Shire provided guidance as related to the Development Application submission and alignment of submission with Council timelines.
Landowner: T.S. & D.E. Cowcher Farms Pty Ltd of Care of Macco Feeds	The landowner is a signatory to and supports the development application.
Adjacent landowners:	Discussions relating to a potential wind farm development have been held with surrounding landholders over recent months.
Civil Aviation Safety Authority	Notification is needed before construction commences.

More detailed consultation is planned for nearby landholders, the local community, and other stakeholders in the broader area should the Project progress past the installation of the Met Mast. This consultation is separate to the scope of this Development Application.

3.0 Planning Considerations

Relevant aspects of the Western Australian planning framework have been considered as part of planning the Project and to support this Development Application. This includes the Shire of Narrogin Local Planning Scheme No. 2 (the Scheme), the Local Planning Strategy, relevant State Planning Policies, and relevant aspects of the deemed provisions under Schedule 2 of the Local Planning Scheme Regulations 2015. In completing this Development Application, the Shire of Narrogin *Local Planning Schemes Policy Manual* (2018) has also been reviewed, however no local policies were identified as relevant to this Project.

Relevant aspects of the Western Australian planning framework as they relate to the proposed Met Mast are summarised in the following sections.

3.1 Local Planning Scheme No. 2 (the Scheme)

The Scheme classifies land zones and the permissibility of land uses within each zone. It also provides objectives for the Scheme and different zones, describes general development requirements, and outlines requirements for planning approval (among other things).

3.1.1 General development controls

An assessment of the Project's alignment with the General Development Controls under the Scheme is summarised in **Table 3.1**.

Table 3.1 Project Alignment with General Developments Controls (Part IV, LPS No. 2)

General Development Control	Project Alignment
Carparking	It is intended that once approval is obtained, the Met Mast location will be finalised using one of the options approved, and provisions for car parking will be finalised in consultation with the Shire. Car parking areas will be designated during the construction period, and informal parking is expected to be sufficient during operations.
Site Access	Met Mast Options 1, 2 and 3 are located within land parcels that directly abut Cornwall Road. Neoen intend to establish an access track from the proposed met mast location to Cornwall Rd if one of these options is selected. Met Mast Option 4 does not directly abut any gazetted road and Neoen will need to establish access from this Lot to either Hardie Rd or Cornwall Rd if this option is finalised. Access arrangements will be established in consultation with the Shire following selection of a final Met Mast location.
Setback Distances	All four potential Met Mast Locations provided in Table 1.1 meet the minimum setback distances for developments within Farming Zone land under clause 4.5(d) of the Scheme. That is, all four locations are located >20m from the lot boundary and >40 m from a State Road.

3.1.2 Land use and zoning

The properties listed in the **Table 1.1** are currently zoned as “Farming” under the Scheme. In consideration of Table 1 of the Scheme, the proposed land use (meteorological mast) is not readily classified. It is expected that the proposal will be considered a “use not listed” by the Shire and therefore must be assessed against the objectives of the “Farming” zone for Development Approval.

Table 3.2 describes relevant elements of the “Farming” zone objectives, and how the project considers these elements.

Table 3.2: Project Alignment with General Developments Controls (Part IV, LPS No. 2)

Objective	Project Alignment
The Council intends the predominant form of farming activity in the Farming Zone will continue to be based on large farming units. It will generally be opposed to the fragmentation of farming properties through the process of subdivision.	Construction and operation of the Met Mast will not result in subdivision of the subject Lots.
Development: The Council shall not grant planning approval for any development that will in the opinion of the Council adversely affect the rural landscape or be contrary to the agricultural use of the land.	The proposed Met Mast has a small footprint and will not significantly impact the agricultural use of the surrounding land. There will be no indirect impacts outside of the footprint of the proposed Met Mast. As described in Section 3.3 , there will be a low level of visibility and limited visual impact due to slim-line, lightweight and semi-transparent lattice design.

3.2 Local Planning Strategy (WAPC, 2020)

In the *Shire of Narrogin: Local Planning Strategy for power & energy*, the development of reliable, affordable and sustainable power supply is a key objective, and the Project aligns with this. *The Local*

Planning Strategy also encourages the development of alternative power supply schemes and the Project will allow for this by gathering the necessary data to inform the potential for a wind farm project in Narrogin.

3.3 State Planning Policy 2.5 – Rural Planning (WAPC, 2016)

State Planning Policy 2.5 (SPP2.5) provides additional context for planning in rural areas. A high-level summary of SPP2.5 and how it has been considered by the Project is described in **Table 3.3**.

Table 3.3 Project alignment with State Planning Policy 2.5

What is it?	Alignment of the Project
<p><i>State Planning Policy 2.5</i> (SPP 2.5) provides the overarching planning objectives relating to rural zones defined in local planning schemes. SPP 2.5 aims to protect rural land, rural land uses, avoid land use conflicts, and support sustainable economic growth. The policy seeks to promote economic development opportunities, with the Western Australian Planning Commission (WAPC) to balance the need for economic opportunity with the protection of the State's primary production and natural resource assets.</p> <p>Relevant policy measures of SPP 2.5 include retaining land identified as priority agricultural land for that purpose and retaining and protecting rural land for biodiversity protection, natural resource management, and protection of valued landscapes and views.</p>	<p>The options proposed for the final location of the Met Mast have been selected following an analysis of constraints in the area to identify a "buildable area" with minimal impacts to the surrounding landscape. Constraints that were considered include, but are not limited to, sensitive receptors, agricultural land capability and environmental values.</p> <p>As described in Table 3.2, the proposed Met Mast will not significantly impact or decrease the area of agricultural land and there will be a low level of visibility and limited visual impact due to slim-line, lightweight and semi-transparent lattice design.</p>

3.4 Position Statement – Renewable Energy Facilities (WAPC, 2020)

This Position Statement identifies assessment measures to facilitate appropriate development of renewable energy facilities and applies to development applications of these facilities in Western Australia. It supports development of facilities in areas that minimise potential impacts to the environment, natural landscape, and urban areas while maximising production and efficiencies.

Neoen has completed or is commencing a range of studies for the broader potential Narrogin Wind Farm Project. These include:

- A planning, environmental, cultural and heritage constraints assessment – this was used to inform the placement of the Met Masts and inform the future design of the potential wind farm.
- A Preliminary Aviation Assessment – to understand potential aviation impacts and constraints of the site and the Met Mast specifically.
- Early-stage scoping of Aboriginal cultural heritage and ecological studies.

Relevant aspects of the Position Statement and how these have been considered as part of this Met Mast application based on these assessments are described in **Table 3.4**.

Table 3.4 Consideration of the Position Statement – Renewable Energy Facilities

Planning Aspect	Project Alignment
Community consultation	<p>Neoen have completed an initial assessment of the broader proposed Narrogin Wind Farm Project (separate to this development application). As part of this assessment, key stakeholders and considerations for engagement with the local community have been outlined.</p> <p>To date, Neoen have held discussions with involved landholders and the Shire of Narrogin as described in Section 2.0. Further community consultation will be completed should the broader Wind Farm Project progress.</p>
Environmental impact	<p>Neoen has completed an initial desktop assessment of the broader area. This has included an initial mapping of potential ecological (flora, fauna and ecological communities), water, and soils in the broader area. This assessment is being used to determine a “buildable area” that avoids environmental constraints.</p> <p>The proposed Met Mast is located on cleared farmland and will not require the clearing of any native vegetation. The nearest conservation areas to the proposed Met Mast locations are approximately 2 km to the east, and 7 km to the north (Dryandra National Park).</p> <p>Construction and operation of the proposed Met Mast will not impact on any watercourses, and the proposed Met Mast is not within a proclaimed groundwater area.</p> <p>There is not expected to be of significant risk to exposing Acid Sulfate Soils due to construction and operation of the Met Mast, and no significant risk of soil degradation or erosion.</p>
Aviation/Air Safety	<p>A Preliminary Aviation Assessment has been completed for an early-stage study area of the potential Narrogin Wind Farm (Attachment 4). Additionally, Neoen have been seeking the advice of Aviation Projects on the Met Mast development.</p> <p>Based on these assessments:</p> <ul style="list-style-type: none"> • No certified aerodrome has been identified within 30 nm of the proposed Met Mast. • No aeroplane landing areas were identified within 3 nm of any of the proposed Met Mast sites. • It is expected that this Development Application will be referred to the Civil Aviation Safety Authority (CASA) to assess the effect of the structure on aircraft operations, and CASA may recommend lighting of the Met Mast.
Bushfire Hazard Management	<p>The four potential Met Mast locations are all outside of bushfire prone areas.</p>
Visual and landscape impact	<p>There is expected to be a low level of visibility and resulting visual impact due to slim-line, lightweight and semi-transparent lattice design of the Met Mast.</p>
Heritage	<p>An initial desktop assessment of Aboriginal cultural heritage and non-Aboriginal heritage has been completed. Known heritage sites have been avoided by the proposed Met Mast.</p> <p>An Aboriginal Cultural Heritage Survey is being coordinated as part of the broader potential Narrogin Wind Farm.</p>
Traffic and Transport	<p>There will be a minimal increase in traffic during the construction and operation of the proposed Met Mast.</p> <p>The mast is anticipated to be constructed over about 30 days, including the installation and testing of all sensors and equipment. The mast will not be manned during operations, and minimal access will be required to conduct routine maintenance during operations.</p>
Safety and Site Access	<p>Site safety measures include:</p> <ul style="list-style-type: none"> • The mast base will be secured with a metal grill barrier and anti-climb type protection. • Security fencing and security arrangements will be organised for the met masts.

4.0 Closing

The Met Mast proposed as part of this Development Application is necessary to collect wind data to determine the feasibility of the potential Narrogin Wind Farm. A potential wind farm development will directly contribute a secure, reliable, sustainable and affordable electricity network which is a primary aim of the Western Australian Energy Transformation Strategy (Energy Policy WA, 2021).

We understand that a Met Mast development is likely considered a “use not listed” according to the Shire of Narrogin *Local Planning Scheme No. 2*. However as described in this supporting letter, the proposed Met Mast does not significantly impact the agricultural or landscape amenity objectives of the “Farming” zone or the intent of the *State Planning Policy 2.5 – Rural Areas* (WAPC, 2016).

The proposed Met Mast will not require clearing of any native vegetation, is not located near to any conservation areas, will not impact any watercourses, will not result in material changes to local traffic, and is not located in a bushfire prone area. It is expected that this Development Application will be referred to CASA, and that there may be recommendations for measures to manage aircraft safety

A desktop social assessment has characterised the nearby community stakeholders and provides a starting point for broader community consultation for the potential Narrogin Wind Farm. Known cultural heritage constraints have been avoided, and Neoen are commencing a more in depth Aboriginal cultural heritage assessment for the broader Narrogin Wind Farm project.

The Development Application has proposed four options for the Met Mast location, with only a single Met Mast to be constructed. It is expected that development approval will require the provision of additional detailed design information once the final location has been determined.

Following completion of meteorological monitoring, the Met Mast will be decommissioned and removed from the site, allowing for the small footprint to be returned to the existing agricultural use if the area is not deemed suitable for generating wind power.

We trust this information meets with your requirements. Please do not hesitate to contact the undersigned should you require clarification or further information.

Yours sincerely

Rob Karelse

Environment Manager WA | Principal Environmental Consultant

E | rkarelse@umwelt.com.au

Suite 3, Level 3. South Shore Centre.
South Perth Esplanade, South Perth WA 6151

Attachments:

Attachment 1: Application for Planning Consent

Attachment 2: Certificates of Title

Attachment 3: 150m General Arrangement drawings

Attachment 4: Narrogin Wind Farm Monitoring Tower - Aviation Impact Assessment

5.0 References

Captains Mountain Wind Farm Pty Ltd. (2021). Development Application for Meteorological Masts. [Image]
<https://www.captainsmountainwindfarm.com.au/development-application-for-meteorological-masts/>

Energy Policy WA. (2021). *Energy Transformation Strategy Stage 2: 2021-2025*. Government of Western Australia. <https://www.wa.gov.au/government/publications/leading-western-australias-brighter-energy-future>

Western Australian Planning Commission (WAPC). (2016). *State Planning Policy No. 2.5: Rural planning*.
https://www.wa.gov.au/system/files/2021-06/SPP_2-5_Rural_Planning.pdf

Western Australian Planning Commission (WAPC). (2020). *Shire of Narrogin: Local Planning Strategy*.
<https://www.narrogin.wa.gov.au/documents/946/shire-of-narrogin-local-planning-strategy>

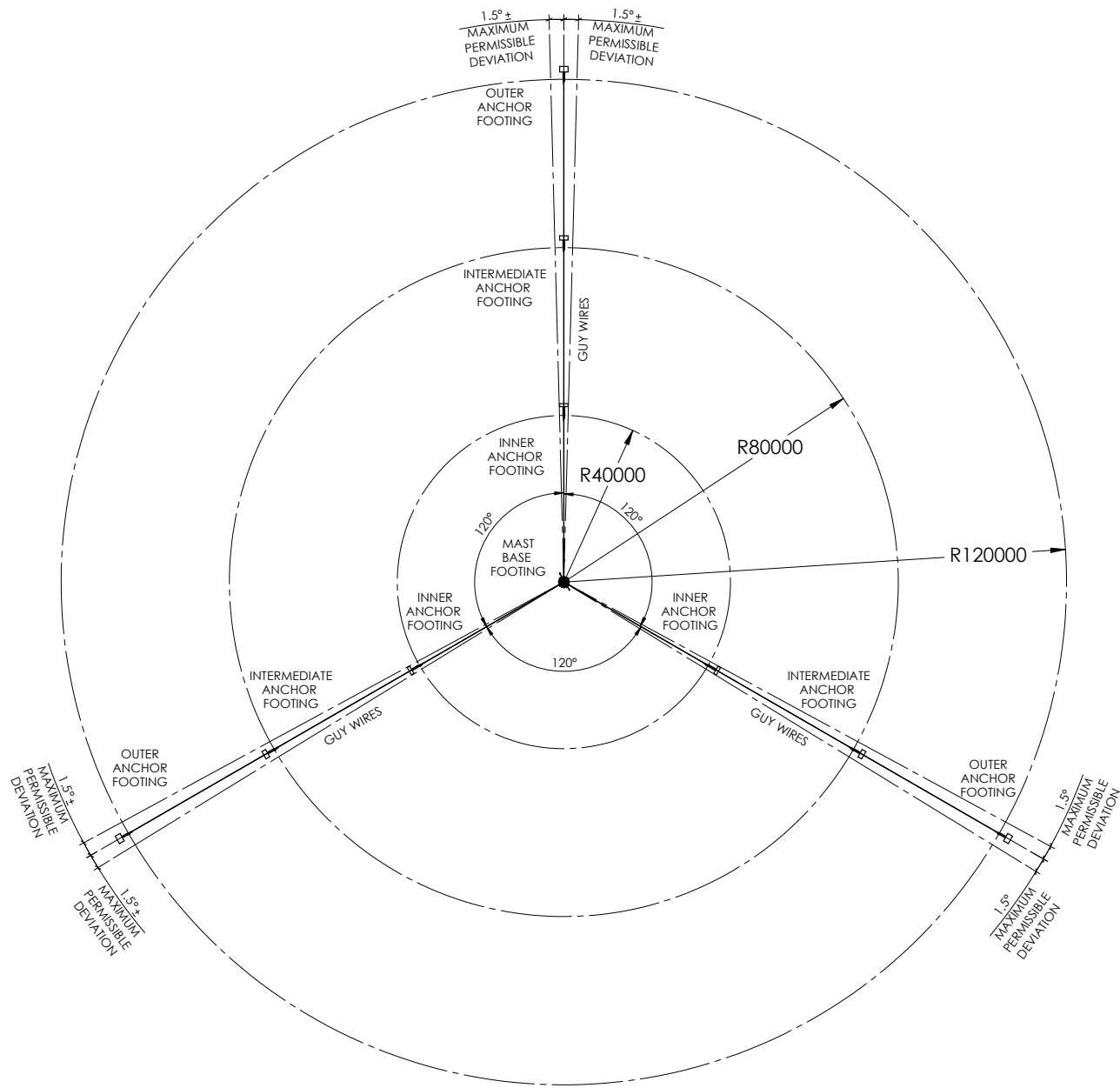
Attachment 3 – 150m General Arrangement Drawings



SCALE 1:5000	A3	DATE
December 2022		

DRAWING No.	REV.
GENERAL ARRANGEMENT 150m (NOM)	Page 26
GUYED LATTICE MAST	





PLAN - MAST LAYOUT
SCALE 1:1100 AT A3

NOT FOR CONSTRUCTION

REV	DATE	REVISIONS	DRAWN	CHK	APRVD

Shire of Narrogin



ART GROUP
MURWILLUMBAH 119-125 QUARRY ROAD PH. 02 6672 6200

Agenda Ordinary Council Meeting 14 December 2022

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SCALE 1:5000	A3	DATE	DRAWING No.	REV.
			GENERAL ARRANGEMENT	
			150m (NOM)	
			GUYED LATTICE MAST	

Attachment 4 - Narrogin Wind Farm Monitoring Tower – Aviation Impact Assessment

CJ Murray
Junior Project Manager
Neoen Australia
Level 11, Brookfield Place, 125 St Georges Terrace
Perth WA, 6000

By email: cj.murray@neoen.com

Our ref: 104803-02

Dear CJ

Re: Narrogin wind farm wind monitoring tower – Aviation Impact Assessment

Please find in this correspondence a summary overview of the aviation impact assessment on possible constraints to the development of the wind monitoring tower (WMT) to be installed in the Narrogin wind farm project area.

1.1. Project background

Neoen Australia (Neoen) is planning the development of the Narrogin wind farm in the Shire of Narrogin Local Government Area (LGA) in the wheatbelt region of Western Australia, approximately 14 km west of the town of Narrogin, 14 km northeast of the town of Williams and 150 km southeast of Perth.

The project will include the installation of 1 wind monitoring tower (WMT) of lattice construction up to 150 m above ground level (AGL) in the project area. 4 potential sites have been selected for installation of the WMT.

Neoen wishes to understand the potential aviation impacts and the need for aviation hazard marking and lighting of the WMT.

1.2. References

References used or consulted in the preparation of this report included:

- Airservices Australia, *Aeronautical Information Package; including AIP Book, Departure and Approach Procedures and En Route Supplement Australia*, dated 08 September 2022 and 01 December 2022
- Airservices Australia, *Designated Airspace Handbook*, effective 16 June 2022 and 01 December 2022
- Civil Aviation Safety Authority, *Civil Aviation Safety Regulations 1998* (CASR)
- Civil Aviation Safety Authority, Advisory Circular (AC) 91-10 v1.1: *Operations in the vicinity of non-controlled aerodromes*, dated November 2021
- Civil Aviation Safety Authority, Part 139 (Aerodromes) Manual of Standards 2019, dated 13 August 2020 Version F2020C00797

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- Civil Aviation Safety Authority, Advisory Circular (AC) 139.E-05 v1.1 Obstacles (including wind farms) outside the vicinity of a CASA certified aerodrome, October 2022
- Civil Aviation Safety Authority, Advisory Circular (AC) 139.E-01v1.0 Reporting of tall structures, December 2021
- Department of Infrastructure and Regional Development, Australian Government, National Airport Safeguarding Framework, Guideline D Managing the Risk of Wind Turbine Farms as Physical Obstacles to Air Navigation, dated June 2013
- International Civil Aviation Organization (ICAO), *Doc 8168 Procedures for Air Navigation Services—Aircraft Operations (PANS-OPS)*
- ICAO Standards and Recommended Practices, Annex 14—Aerodromes
- Shire of Narrogin, Local Planning Strategy, adopted December 2019

1.3. Client material

Neoen provided the following material for the purposes of this analysis:

- WMT sites, *Narrogin Mast Options 20221110.kmz*, received by email 10 November 2022

1.4. Site Overview

The WMT sites are located approximately 13 km (7 nm) northwest of the town of Williams, 15 km (8 nm) southwest of the town of Narrogin and 7.1 km (3.8 nm) southwest of Narrogin aerodrome. The WMT sites are located within the Shire of Narrogin local government area.

Figure 1 shows the location of the WMT sites relative to the towns of Williams and Narrogin, the Williams-Kondinin Road and Narrogin aerodrome (source: Google Earth, Neoen).



Figure 1 Project site overview

1.5. Wind monitoring tower description

4 potential sites have been selected by Neoen for the installation of the WMT. Only 1 WMT will be installed in the Project area.

The proposed wind monitoring tower will be of steel lattice construction and a maximum of 150 m in height above ground level (AGL). The mast will be guyed at several levels in three directions.

A maximum Project height of 509 m AHD (1670 ft AMSL) has been applied for this assessment, which is the maximum site elevation of all 4 sites for development with a 5 m error budget plus the height of the WMT. Site elevation has been identified via Google Earth and NationalMaps.

The WMT may be located at any of the 4 identified sites without affecting the analysis undertaken during this assessment.

Table 1 provides the details of each of the 4 potential WMT sites (Source, Neoen).

Table 1 WMT details

<i>WMT</i>	<i>Height m AGL</i>	<i>Location</i>	<i>Site elevation m AHD</i>	<i>+ 5 m error</i>	<i>WMT Height m AHD</i>	<i>WMT Height ft AMSL</i>
1	150	32° 58' 34.34"S 117° 0' 22.11"E	334	339	489	1604
2	150	32° 58' 6.44"S 117° 0' 26.20"E	329	334	484	1588
3	150	32° 58' 1.90"S 116° 59' 49.18"E	354	359	509	1670
4	150	32° 58' 8.29"S 117° 1' 11.62"E	327	332	482	1581

1.6. Aviation Impact Assessment

This analysis considers the aeronautical impact of the WMT on the following:

- The operation of nearby certified aerodromes
- The operation of nearby aircraft landing areas (uncertified aerodromes)
- Grid and air route Lowest Safe Altitudes (LSALTs)
- Airspace protection
- Aviation facilities
- Radar installations
- Local aircraft operations.

1.7. Shire of Narrogin

All 4 WMT sites are located within the Shire of Narrogin LGA. On 1 July 2016, the former Shire and Town of Narrogin were formally gazetted as one entity under the new Shire of Narrogin.

The Shire of Narrogin adopted a Local Planning Strategy in December 2019.

The planning strategy sets out the long-term planning directions for the LGA and provides the rationale for any zoning or classification of land under the local planning scheme.

Narrogin airport is identified in the strategy as:

an important part of the Shire's transport network, particularly in terms of emergency services, and has been identified as having significant potential to be developed to accommodate a flying school for international pilots, a number of tourist related activities including but not limited to sky diving, gliding, hot air ballooning and scenic flights and an aviation theme residential estate.

Section 4.5 of the planning strategy (Transport) establishes the key issues, visions/objectives and strategies for transport infrastructure in the LGA, and includes a long-term strategy for Narrogin airport, to:

support and encourage an increase in air traffic volumes at the Narrogin Airport by increasing the services offered, improving utilisation of the existing facilities and creating opportunities for the establishment of complementary land uses subject to due consideration of potential impacts associated with the airport's continued operation to reduce any potential land use conflicts.

It is evident that the Narrogin airport is recognised as an important component of the LGA transport strategy, particularly for the provision of aeromedical air transport services. The planning strategy references the 2013 Airport Master plan, which does not appear to be publicly available at the time of this assessment.

1.8. Nearby certified aerodromes

There are no certified aerodromes located within 30 nm of the proposed WMT. The nearest certified aerodromes are Katanning (YKNG), located approximately 54 nm (100 km) southeast of the closest WMT site, Murray Field (YMUL), located approximately 65 nm (120 km) northwest of the closest WMT site, and Bunbury (YBUN), located approximately 71 nm (131 km) southwest of the closest WMT site.

Figure 2 shows the location of the WMT with a 30 nm radius in relation to the nearest certified aerodromes (source, Neoen, Google Earth, Airservices).

The 30 nm radius represents an area of interest for aerodromes with terminal instrument flight procedures with a specified minimum safe altitude based on the highest obstacle in an area with 25 nm (plus 5 nm buffer) radius.

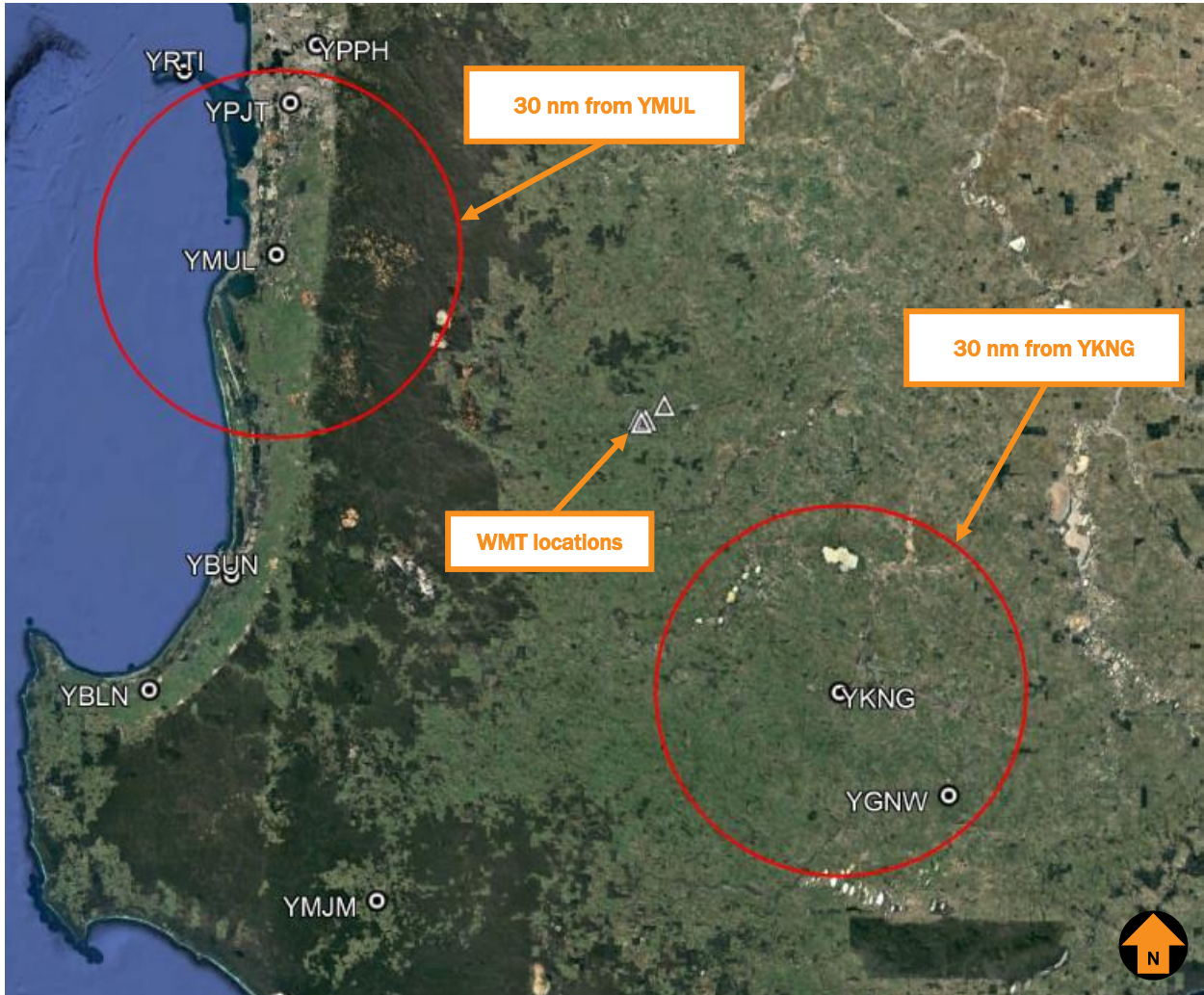


Figure 2 WMTs relative to the closest certified aerodromes

None of the 4 proposed WMT sites will affect any certified aerodrome.

1.9. Nearby aeroplane landing areas (uncertified aerodromes)

As a guide, an area of interest within a 3 nm radius of an aeroplane landing area (ALA) is used to assess potential impacts of proposed developments on aircraft operations at or within the vicinity of the ALA.

A search on OzRunways, which sources its data from Airservices Australia (AIP), did not identify any unregulated aerodromes within 3 nm of any WMT site. The aeronautical data provided by OzRunways is approved under CASA CASR Part 175.

A review of NationalMap (an online map-based tool allowing access to spatial data from Australian government agencies) was also undertaken. No aeroplane landing areas were identified within 3 nm of any of the proposed WMT sites.

1.10. Narrogin aerodrome

Narrogin aerodrome (YNRG) is an uncertified aerodrome operated by the Shire of Narrogin, which is located approximately 7.1 (3.8 nm) northeast of the nearest WMT site, Option 4.

YNRG has two runways:

- Runway 10/28, sealed runway with a length of approximately 1260 m, width 23 m and runway strip 90 m
- Runway 18/36, unsealed runway with a length of 1480 m and width of 45 m (runway strip width not identified)

As an uncertified aerodrome, aerodrome design and operational specifications are not specifically applicable at YNRG, and the pilot of aircraft operating to the aerodrome is responsible for determining if the aerodrome is suitable.

The requirement for an aerodrome to become certified under Civil Aviation Safety Regulations (CASR) Part 139 (Aerodromes) is for the implementation of terminal instrument flight procedures. Instrument approach procedures are used in weather conditions that preclude the pilots being able to navigate by visual reference to the ground or water and need to rely on aircraft instrumentation to navigate to the appropriate runway.

Currently, as an uncertified aerodrome YNRG is unable to implement instrument procedures meaning aircraft operating to the aerodrome are limited to specified visual meteorological conditions, and the accessibility of the aerodrome is limited when there is low cloud (below the applicable lowest safe altitude) and/or poor visibility.

1.11. YNRG aircraft operations

It is understood that YNRG is used primarily for private and recreational flying operations, including gliding activity, conducted in visual conditions. It is understood the aerodrome is also used frequently by the Royal Flying Doctor Service (estimated as 200 arrivals annually according to Shire of Narrogin council meeting minutes), which may include night-time operations in visual meteorological conditions.

The aerodrome does provide runway lighting on runway 10/28, although the lighting system is not inspected by the Shire of Narrogin.

1.12. Aircraft operations at non-controlled aerodromes

Advisory Circular AC 91-10 v1.1 *Operations in the vicinity of non-controlled aerodromes* provides guidance for pilots flying at or in the vicinity of non-controlled aerodromes, with respect to CASR 91.

A conventional circuit pattern and heights are provided in AC 91-10 v1.1. The standard circuit consists of a series of flight paths known as *legs* when departing, arrival or when conducting circuit practice. Illustrations of

the standard aerodrome traffic circuit procedures provided in AC 91-10 v1.1. are shown in Figure 3 and Figure 4.

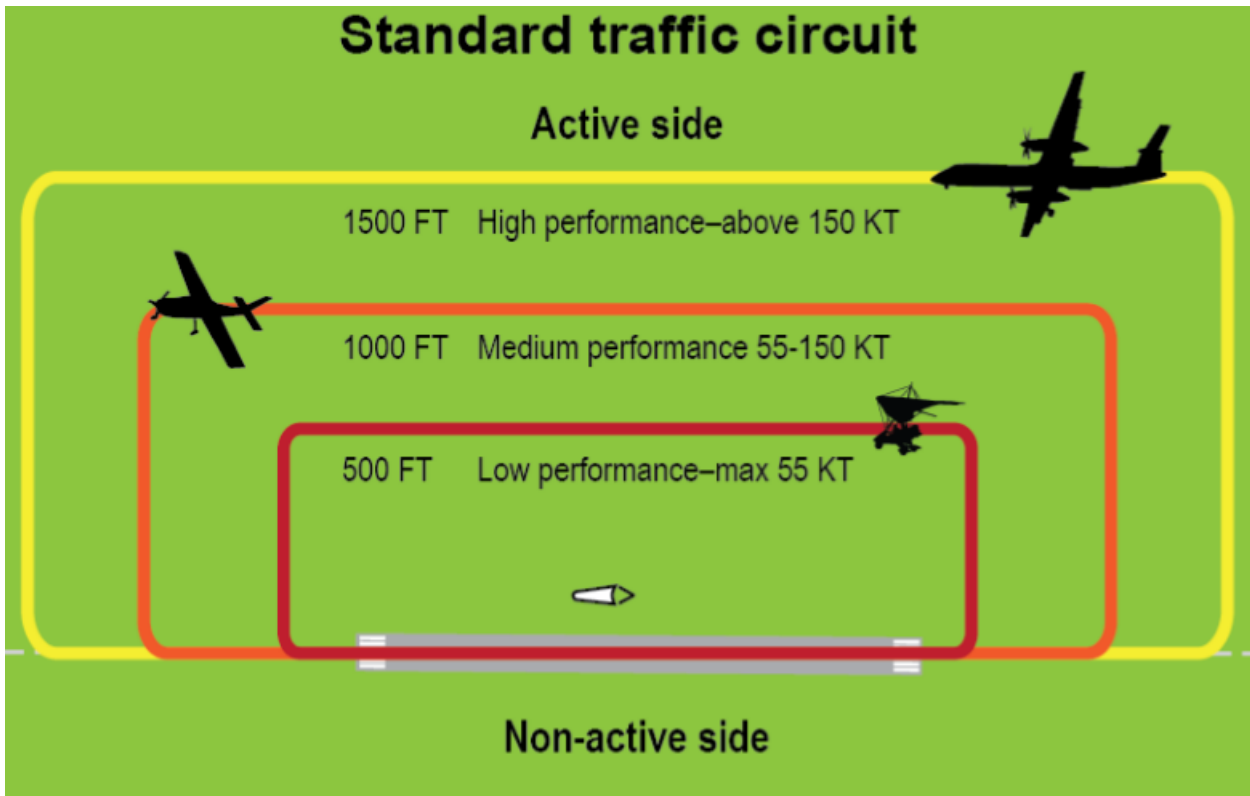


Figure 3 Lateral and vertical separation in the standard aerodrome traffic circuit

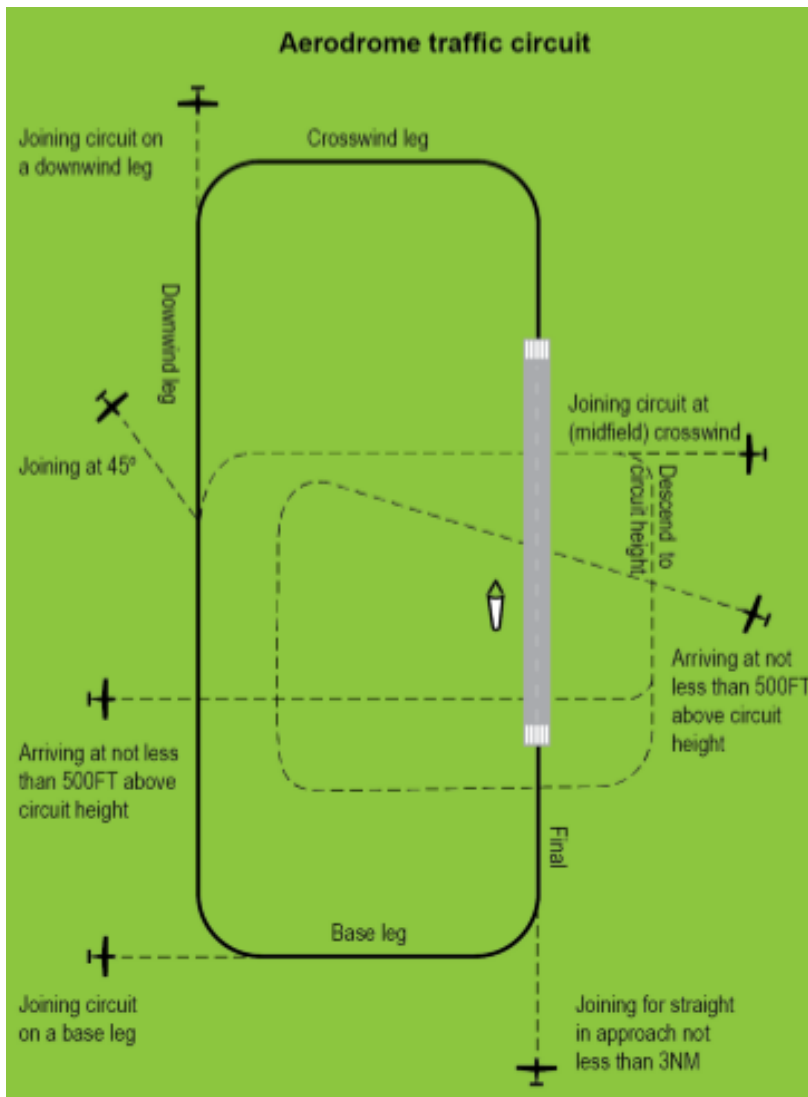


Figure 4 Aerodrome standard traffic circuit, showing arrival and joining procedures

AC 91-10 v1.1, paragraph 7.10 makes reference to a distance that is “normally” well outside the circuit area and where no traffic conflict exists, which is at least 3 nm (5556 m). The paragraph is copied below:

7.10 Departing the circuit area

7.10.1 Aircraft should depart the aerodrome circuit area by extending one of the standard circuit legs or climbing to depart overhead. However, the aircraft should not execute a turn to fly against the circuit direction unless the aircraft is well outside the circuit area and no traffic conflict exists. This will normally be at least 3 NM from the departure end of the runway, but may be less for aircraft with

high climb performance. In all cases, the distance should be based on the pilot's awareness of traffic and the ability of the aircraft to climb above and clear of the circuit area.

All WMT locations are further than 3 nm of YNRG. Figure 5 shows a nominal 1 nm circuit pattern for runway 10/28 and runway 18/36 (western circuit only), including a 3 nm straight-in approach path to runway 10 (Source, Neoen, Google Earth).

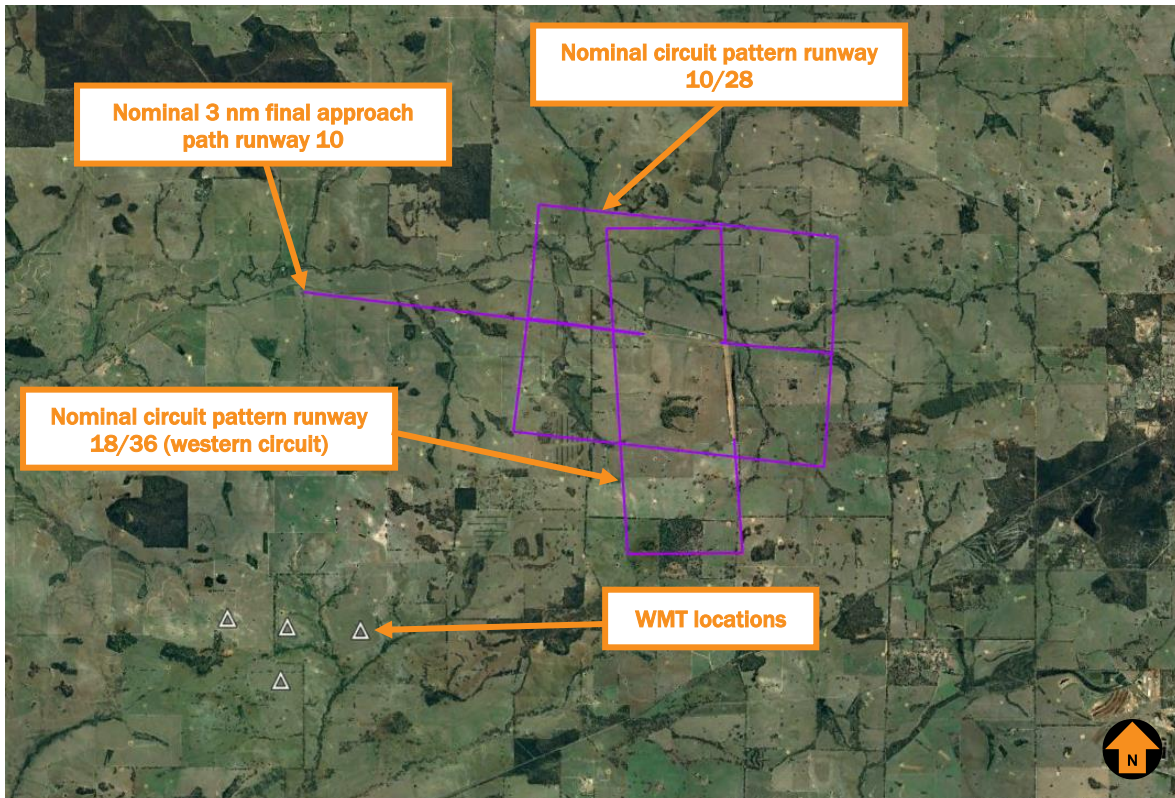


Figure 5 WMTs in relation to YNRG

Generally, aircraft operations at YNRG will not require aircraft to overfly the WMT locations while arriving or departing the aerodrome in normal operations, and aircraft operations at YNRG are not anticipated to be adversely affected by the WMT in any of the proposed locations.

1.13. Air routes and LSALT

MOS 173 requires that a minimum obstacle clearance of 1000 ft is applied above the highest terrain or obstacle within the lateral tolerance area of the individual air route to determine the applicable LSALT. This MOC is applied in the same manner within a 1° by 1° graticule, to determine the Grid LSALT

The WMT sites are located in 2 different grids, separated by longitude 117°E. WMT site 3 is located in a grid with a lowest safe altitude of 3400 ft AMSL (1036 m AHD) and a minimum obstacle clearance (MOC) surface

height of 2400 ft AMSL (731 m AHD). The remainder of the WMT sites are located east of 117°E in a grid with a lowest safe altitude of 3000 ft AMSL (914 m AHD) and a minimum obstacle clearance (MOC) surface height of 2000 ft AMSL (610 m AHD).

With a maximum height of 509 m AHD (1670 ft AMSL) across all 4 potential sites, the WMT will be below the grid LSALT protection surface by at least 330 ft (101 m) in any of the proposed sites. Therefore, the grid LSALT will not be impacted by the WMT.

The WMT is located in the vicinity of 1 low-level air route, W185, between waypoint OCKLY and the NDB location at Albany airport (ABA NDB). Figure 6 provides the air routes and grid LSALT in proximity to the WMT sites (source: ERC Low National, Neoen).

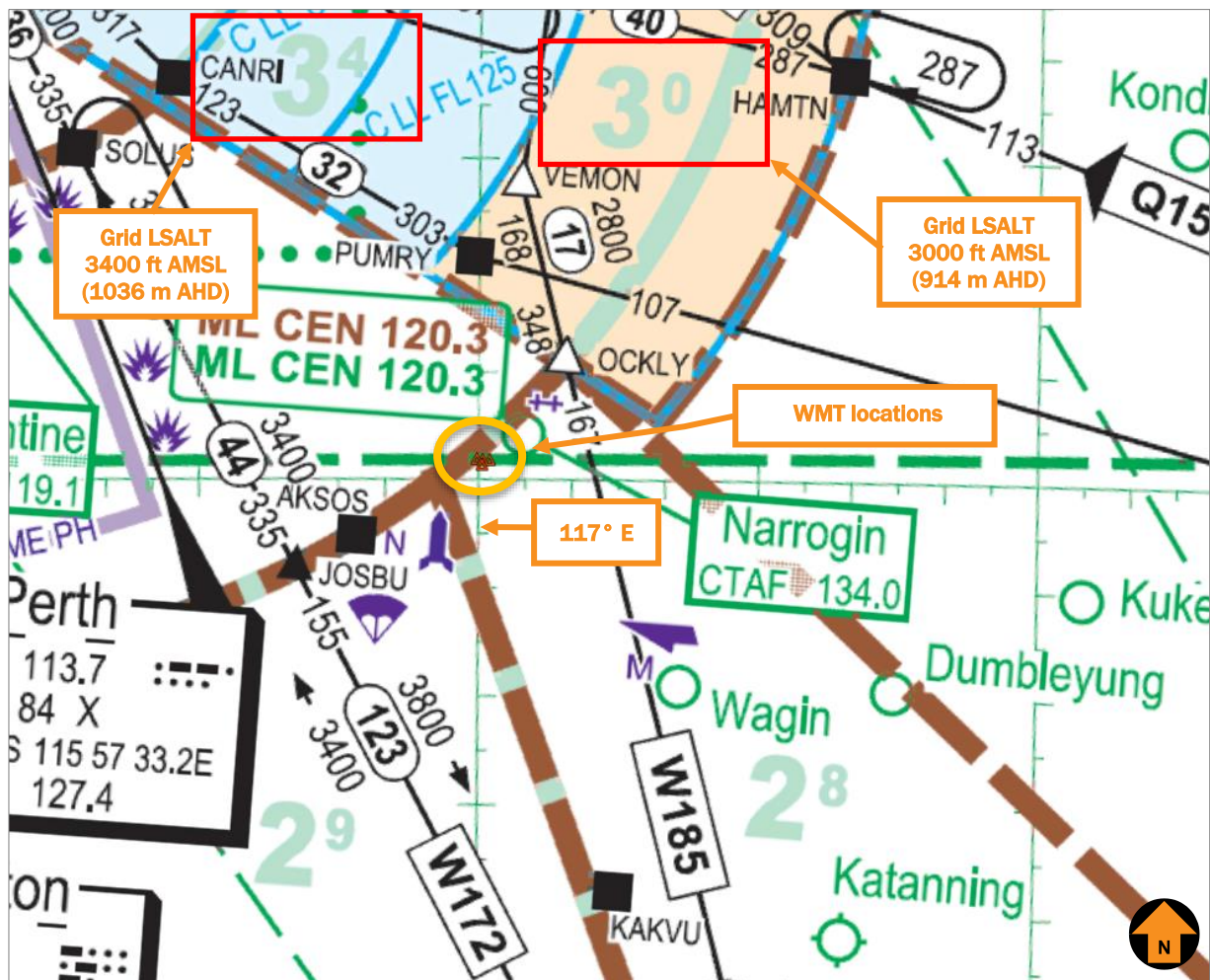


Figure 6 Air routes and grid LSALT in proximity to the WMT sites

An impact analysis of the LSALT for the grid and surrounding air routes is provided in Table 2, based on the maximum height of any of the 4 WMT sites of 509 m AHD (1670 ft AMSL).

Table 2 Air route and grid LSALT impact analysis

<i>Air route</i>	<i>Waypoint pair</i>	<i>LSALT ft AMSL</i>	<i>Minimum Obstacle Clearance height ft AMSL</i>	<i>Impact on airspace design WMT</i>	<i>Potential solution</i>	<i>Impact on aircraft ops</i>
W185	OCKLY – ABA NDB	3800	2800	No impact – maximum WMT height below protection surface by approximately 1130 ft.	N/A	N/A
Grid	N/A	3000	2000	No impact – maximum WMT height below protection surface by approximately 330 ft	N/A	N/A
Grid	N/A	3400	2400	No impact – maximum WMT height below protection surface by approximately 730 ft		

Note: Minimum obstacle clearance (MOC) height is the height above which obstacles would impact on LSALTs or air routes.

The WMT will not impact LSALTs of the applicable grids or nearest air routes based on the maximum height of all 4 proposed sites.

1.14. Airspace Protection

The Project site is located wholly within Class G airspace (meaning non-controlled airspace) and is not located in any Prohibited, Restricted and Danger areas. Therefore, the Project will not have an impact on controlled or designated airspace.

1.15. Communication, Navigation and Surveillance Systems

Part 139 MOS 2019 specifies the protection of Communication, Navigation and Surveillance Systems (CNS) from development which may affect the function of these systems.

The WMT sites are all located beyond the clearance zones and areas of interest prescribed in Part 139 MOS 2019 for any CNS facility.

1.16. Radar

Airservices Australia currently requires an assessment of the potential for wind monitoring towers in a Project to affect radar line of sight, although open lattice type structures such as a WMTs do not impact Air Traffic Control (ATC) radar systems.

With respect to aviation radar facilities, the closest radar is the Kalamunda Route Surveillance Radar (RSR) which is located approximately 75 nm (139 km) northwest of the nearest WMT site. The Perth Primary Surveillance Radar (PSR) is located approximately 81 nm (150 km) northwest of the nearest WMT site.

The proposed WMT in any of the 4 proposed locations is not anticipated to affect any radar facility.

1.17. Aircraft Operations in the vicinity of the WMT

Air transport aircraft normally operate under instrument flying rules (IFR). For operations to an aerodrome without an instrument approach, air transport aircraft will normally operate under IFR along a published air route and then descend to the LSALT and if visual proceed to the aerodrome in visual meteorological conditions. Air transport aircraft are not expected to operate below the LSALT in the immediate vicinity of the WMT locations.

Aerial work operations may be conducted under either the IFR or visual flying rules (VFR). Other general aviation operations under either IFR or VFR may also be conducted at various aerodromes in the region.

Operations conducted under the visual flight rules (VFR) are required to remain in visual meteorological conditions (VMC) and clear of the highest point of the terrain by 500 ft vertical distance and 300 m horizontal distance.

There may be low level military aircraft operations in close proximity to the WMTs, including military aircraft conducting exercises from Narrogin aerodrome.

There may be some low-level fixed-wing aerial agriculture operations in the area, conducted in Day VFR conditions. Private and recreational flying including glider operations occur at Narrogin aerodrome, conducted in visual conditions.

1.18. National Airports Safeguarding Framework

The National Airports Safeguarding Advisory Group (NASAG) was established by the Commonwealth Department of Infrastructure and Transport to develop a national land use planning framework called the National Airports Safeguarding Framework (NASF). The purpose of this framework is to enhance the current and future safety, viability, and growth of aviation operations at Australian airports.

NASF Guideline D Managing the Risk to Aviation Safety of Wind Turbine Installations (wind Farms)/Wind Monitoring towers recognises the risk to aviation by WMTs, stating:

These structures are very difficult to see from the air due to their slender construction and guy wires. This is a particular problem for low flying aircraft including aerial agricultural operations. Wind farm proponents should take appropriate steps to minimise such hazards, particularly in areas where aerial agricultural operations occur.

Guideline D suggests consideration of the following measures specific to the marking and lighting of wind monitoring towers:

- the top 1/3 of wind monitoring towers to painted in alternating contrasting bands of colour. Examples of effective measures can be found in the Manual of Standards for Part 139 of the Civil Aviation Safety Regulations 1998. In areas where aerial agriculture operations take place, marker balls or high visibility flags can be used to increase the visibility of the towers
- marker balls or high visibility flags or high visibility sleeves placed on the outside guy wires
- ensuring the guy wire ground attachment points have contrasting colours to the surrounding ground/vegetation; **or**
- a flashing strobe light during daylight hours.

There may be some low-level fixed-wing aerial agriculture operations in the area of the WMT.

1.19. Civil Aviation Safety Authority - regulatory context

The Civil Aviation Safety Authority (CASA) regulates aviation activities in Australia. Applicable requirements include the Civil Aviation Regulations 1988 (CAR), Civil Aviation Safety Regulations 1998 (CASR) and associated Manual of Standards (MOS) and other guidance material. Standards for Certified Aerodromes are established in Part 139 MOS 2019.

A certified aerodrome means an aerodrome certified under Part 139 (Aerodromes) Civil Aviation Safety Regulations 1998. An aerodrome must be certified if there is a terminal instrument flight procedure implemented at the aerodrome, except for specialised helicopter operations. The standards for the operation and maintenance of a certified aerodrome are provided in Part 139 Manual of Standards 2019 (Part 139 MOS 2019).

Standards relevant to the development of WMTs in proximity to a certified aerodrome include the control of tall and hazardous objects (as defined) located in the vicinity of an aerodrome and terminal instrument flight

procedures, and specifications for lighting and marking obstacles. The WMTs will not be located in the vicinity of any certified aerodrome.

CASR 91.267 specifies the minimum permissible height for flights over non-populous areas as 500 ft above the highest feature or obstacle within a horizontal radius of 300 m of the point on the ground or water immediately below the aircraft (unless taking or landing, and as otherwise approved).

The height of the WMT at 150 m (500 ft) above ground level is consistent with the minimum permissible height for flights over non-populous areas under CASR 91.267.

Civil Aviation Safety Regulations 1998, Part 139—Aerodromes

CASR 139.165 requires the owner of a structure (or proponents of a structure) that will be 100 m or more above ground level to inform CASA. This must be given in written notice and contain information on the proposal, the height and location(s) of the object(s) and the proposed time-frame for construction. This is to allow CASA to assess the effect of the structure on aircraft operations and determine whether or not the structure will be hazardous to aircraft operations.

Neoen is required to report the WMT to CASA in accordance with CASR 139.165.

Neoen is not required to receive permission from CASA to install the WMT, however CASA may provide advice to the Shire of Narrogin as the planning authority relating to marking and lighting of the WMT.

Manual of Standards Part 139—Aerodromes

Part 139 MOS 2019 Chapter 8.109 specifies when obstacles must be marked:

(1) The following objects or structures at an aerodrome are obstacles and must be marked in accordance with this Division unless CASA determines otherwise under subsections (3) and (5):

- a) *any fixed object or structure, whether temporary or permanent in nature, extending above the obstacle limitation surfaces;*
 - o *Note An ILS building is an example of a fixed object.*
- a) *(b) any object or structure on or above the movement area that is removable and is not immediately removed.*

Chapter 8.110 sets the requirement for marking hazardous obstacles:

As illustrated in Figure 8.110 (5), long, narrow structures like masts, poles and towers which are hazardous obstacles must be marked in contrasting colour bands so that:

- a) *the darker colour is at the top; and (b) the bands:*
 - i. *are, as far as physically possible, marked at right angles along the length of the long, narrow structure; and*
 - ii. *have a length ("z" in Figure 8.110 (5)) that is, approximately, the lesser of:*
 - (A) 1/7 of the height of the structure; or*
 - (B) 30 m.*

Figure 7 provides a diagram of the marking specification for masts, poles and towers as specified by CASA in Part 139 MOS 2019 figure 8.110 (5).

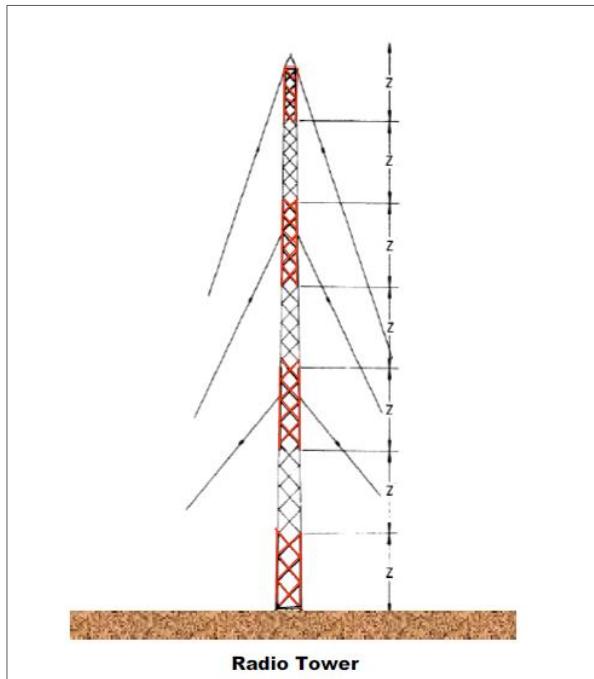


Figure 7 Part 139 MOS 2019 8.110 marking specification

The Part 139 MOS 2019 requirements relating to obstacle marking will not strictly apply to the proposed WMT as it is not located within the OLS of any certified aerodrome or above an aircraft movement area.

Given the potential for low-level aerial agriculture aircraft operations in the vicinity of the WMT locations, Neoen should mark the WMT in accordance with the specifications provided, noting there is no regulatory requirement to do so. CASA may recommend marking of the WMT to the planning authority as the WMT will be 150 m AGL.

Obstacle Lighting

Part 139 MOS 2019 specifies when obstacle lights are required in Chapter 9.27(1):

(1) Subject to subsection (2), for a runway intended to be used at night, the following artificial objects or structures are hazardous obstacles and must be provided with obstacle lighting:

- a) an object or structure that extends above the take-off climb surface within 3 000 m of the inner edge of the take-off climb surface;*
- b) an object or structure that extends above the approach or transitional surface within 3 000 m of the inner edge of the approach surface;*
- c) an object or structure that extends above the applicable inner, conical or outer horizontal surfaces;*

- d) *an object or structure that extends above the obstacle assessment surface of a T-VASIS or PAPI;*
- e) *an object or structure in the vicinity of a taxiway, an apron taxiway or a taxilane, that is a hazard to aircraft using the taxiway, apron taxiway or taxilane, except that obstacle lights must not be installed on elevated ground lights or MAGS.*

Part 139 MOS 2019 Chapter 9.27(4) specifies that:

(4) Despite subsection (1), CASA may determine in writing, following an assessment:

- a) *that an object or structure on, or within the immediate vicinity of, the aerodrome is a hazardous obstacle; and*
- b) *what, if any, lighting is required for that hazardous obstacle.*

The requirements for obstacle lighting do not strictly apply to the proposed WMT as it will not infringe any certified aerodrome's OLS or other surfaces as specified.

Given the possibility of night operations at Narrogin aerodrome by aeromedical aircraft, CASA may determine the WMT should be lit in accordance with the specifications provided in Part 139 MOS 2019 Chapter 9.33 Characteristics of medium-intensity obstacle lights:

(1) Medium-intensity obstacle lights must:

- (a) be visible in all directions in azimuth; and*
- (b) if flashing — have a flash frequency of between 20 and 60 flashes per minute.*

(2) The peak effective intensity of medium-intensity obstacle lights must be 2 000 +/- 25% cd with a vertical distribution as follows:

- (a) for vertical beam spread — a minimum of 3 degrees;*
- (b) at -1 degree elevation — a minimum of 50% of the lower tolerance value of the peak intensity;*
- (c) at 0 degrees elevation — a minimum of 100% of the lower tolerance value of the peak intensity.*

(3) For subsection (2), vertical beam spread means the angle between 2 directions in a plane for which the intensity is equal to 50% of the lower tolerance value of the peak intensity.

(4) If, instead of obstacle marking, a flashing white light is used during the day to indicate temporary obstacles in the vicinity of an aerodrome, the peak effective intensity of the light must be increased

This assessment recommends that Neoen consider lighting the WMT in accordance with the specifications of Part 139 MOS 2019 noting there is no regulatory requirement to do so.

1.20. Summary

The following list of findings summarises the outcomes of this assessment:

Certified aerodromes

- There are no certified aerodromes located within 30 nm of any of the 4 proposed WMT sites, and the WMT will not affect any certified aerodrome.

Aircraft Landing Areas (uncertified aerodromes)

- No aeroplane landing areas were observed within 3 nm of the Project site.
- Narrogin aerodrome (YNRG) is located approximately 3.6 nm (6.6 km) northeast of the closest WMT location (option 4). YNRG is uncertified and there are no design and operational specifications established for the aerodrome. Runway lighting is provided at for runway 10/28 at YNRG and aeromedical aircraft are known to operate to the aerodrome at night, in visual conditions.
- The WMTs are not anticipated to adversely affect the operation of aircraft at YNRG.

Air Routes and Lowest Safe Altitude

- With a maximum overall height of 509 m AHD (1670 ft AMSL) the WMT is below the applicable grid LSALT protection surface by at least 330 ft in any of the proposed locations. Therefore, grid LSALT will not be impacted.
- The WMT will not impact the LSALT of nearby air routes in any of the proposed locations.

Airspace

- The Project site is located outside of controlled airspace (wholly within Class G airspace) and is not located in any Prohibited, Restricted and Danger areas. Therefore, the Project will not have an impact on controlled or Special Use Airspace.

Aviation Facilities

- The WMT is located outside the protection areas associated with communication, navigation and surveillance facilities.

Radar

- The WMT is not anticipated to affect the Perth and Kalamunda radar facilities in any of the proposed locations.

Aircraft operations

- Some low-level operations, related to aerial agriculture and military aircraft operations are possible within the vicinity of the WMT. Aircraft operating to and from Narrogin aerodrome are not required to overfly the WMT locations at low level in normal operations.

Lighting and Marking

- It is not mandatory to mark the WMT however the following markings are recommended to be implemented:
 - Marker balls or high visibility flags or high visibility sleeves should be placed on the outside guy wires
 - Guy wire ground attachment points should be in contrasting colours to the surrounding ground/vegetation; and
 - Paint markings should be applied in alternating contrasting bands of colour to at least the top 1/3 of the mast.
- It is not mandatory to light the WMT however Neoen should consider lighting the WMT in accordance with the specifications provided in Part 139 MOS 2019 Chapter 9.30, particularly in relation to the use of Narrogin aerodrome by aeromedical aircraft at night.

Reporting

- Due to exceeding 100 m AGL, details of the WMT must be reported to CASA as soon as practicable after forming the intention to construct or erect the proposed object or structure, in accordance with CASR Part 139.165(1)(2).
- The Royal Australian Air Force (RAAF) and Airservices Australia require information on structures that are 30 m or more above ground level within 30 km of an aerodrome. 'As constructed' details of WMT coordinates and elevation should be provided to Airservices Australia, by submitting the form at this webpage: <https://www.airservicesaustralia.com/wp-content/uploads/Tall-Structure-Vertical-Obstacle-Form.pdf> to the following email address: vod@airservicesaustralia.com

(At the time of this assessment, the link provided for the Airservices Australia tall object form is not serviceable. Details of the WMT can be sent to the Airservices email provided providing the location, site elevation, height (m AGL) and construction details of the WMT.)

With respect to aviation impacts, development of WMT in any of the 4 proposed locations remains feasible.

If you wish to clarify or discuss the contents of this correspondence, please contact me on 0417 862 727 or Keith Tonkin on 0417 631 681.

Kind regards



Jarrod Bell

Specialist Airport Operations Consultant

14 November 2022

SCHEDULE OF SUBMISSIONS – APPLICATION FOR PLANNING CONSENT: METEOROLOGICAL MAST TOWER (USE NOT LISTED) AT VARIOUS LOTS (NO. 248)
CORNWALL ROAD, MINIGIN **ATTACHMENT 2**

Submissions	Comment	Officer Comment	Recommendation
1. Public	<p>Thank you for the opportunity to comment on this proposed mast.</p> <p>I have no objection to this mast installation, however depending on any consequent projects concerns may arise.</p> <p>Would you please be kind enough to keep me informed of any further developments and any timelines pertaining to this and future activities.</p>	<p>Thank you. No objections noted.</p> <p>Any future developments requiring development approval that could have an impact on surrounding land owners will be advertised when and if proposed.</p>	No change.
2. Department of Biodiversity, Conservation and Attractions	<p>I refer to your enquiry dated 1 December 2022 requesting comment on any potential impacts associated with the above proposal that are the statutory responsibilities of the Department of Biodiversity, Conservation and Attractions (DBCA).</p> <p>Based on a desktop assessment the Department does not consider there to be significant impacts to biodiversity values.</p>	Thank you. No objections noted.	No change.
3. Department of Water and Environmental Regulation	<p>Thank you for providing the above proposal for the Department of Water and Environmental Regulation (Department) to consider.</p> <p>The following statement is noted in the referral:</p> <ul style="list-style-type: none"> “The proposed Met Mast is located on cleared farmland and will not require the clearing of any native vegetation. The nearest conservation areas to the proposed Met Mast locations are approximately 2 km to the east, and 7 km to the north (Dryandra National 	Noted	No change

SCHEDULE OF SUBMISSIONS – APPLICATION FOR PLANNING CONSENT: METEOROLOGICAL MAST TOWER (USE NOT LISTED) AT VARIOUS LOTS (NO. 248)
CORNWALL ROAD, MINIGIN **ATTACHMENT 2**

	<p>Park). Construction and operation of the proposed Met Mast will not impact on any watercourses, and the proposed Met Mast is not within a proclaimed groundwater area. There is not expected to be of significant risk to exposing Acid Sulfate Soils due to construction and operation of the Met Mast, and no significant risk of soil degradation or erosion.”</p> <p>Based on the information provided (Screenshot 1), and statement above, the Department deems this proposal to be of low risk. In particular, the minimal ground disturbance, location away from watercourses and absence of high value wetlands in the vicinity of the proposed mast locations.</p> <p>As such, the Department has no comment and no objection to the proposed development.</p> <p>In the event there are modifications to the proposal that may have implications on aspects of environment and/or water management, the Department should be notified to enable the implications to be assessed.</p>	Noted	
		Noted	

10.1.2 PROPOSED CLOTHING RETAILER AT UNIT 7, 40 FEDERAL STREET, NARROGIN

File Reference	A167000
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	Michele Radmore
Previous Item Numbers	Nil
Date	8 December 2022
Author	David Johnston – Regional Planning Officer
Authorising Officer	Azhar Awang – Executive Manager Development and Regulatory Services
Attachments 1. Cover Letter 2. Floor Plan 3. Site Plan	

Summary

Council's consideration is requested in regard to the Application for Planning Consent for a proposed Shop (Clothing Retailer) at Lot 2 (Unit 7, No. 40) Federal Street, Narrogin.

Background

On 7 December 2022, the Shire of Narrogin received an application from Michele Radmore for the establishment of a clothing retailer in one of the tenancies at Lot 2 (No. 40) Federal Street, Narrogin.

The tenancies sits alongside and on the same title as All Day Café, Elders Real Estate, a Barber and two vacant tenancies and has direct frontage onto Egerton Street. The previous use of the subject tenancy was a small church.

The proposed shop will be open Monday, Tuesday, Wednesday and Friday 9am to 5:30pm, Thursday 9am to 7:30pm and Saturday 9am to 2:30pm. The shop will be owned and operated by the applicant. The proposed business name is 'Bubbles & Squeaks Children's Clothing Boutique'.

There are no modifications planned to the building other than painting and repair works inside the shop and signage on the front window.

Consultation

A site visit was undertaken on 8 December 2022 by the Regional Planning Officer.

It is requested that the Council waive the requirement for public advertising as per clause 6.3 on the basis that similar approvals for shops have not attracted any negative feedback.

Statutory Environment

Former Town of Narrogin – Town Planning Scheme No. 2 relates:

- Clause 6.3 – Special Approval; and

- Clause 6.2 – Relaxation of Standards.

Policy Implications

The following Council policies relate:

- Colour Palette and Sign Guide (Central Business Precinct).

Financial Implications

An Application for Planning Consent Fee of \$147 has been paid to the Shire of Narrogin.

Strategic Implications

Shire of Narrogin Strategic Community Plan 2017-2027		
Objective:	1.	Economic Objective (Support growth and progress, locally and regionally)
Strategy:	1.1.1	Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business
Strategy:	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

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Waiving of public advertising may lead to concern from surrounding business owners at a lack of consultation.	Rare (1)	Minor (2)	Low (1-4)	Business & Community Disruption	Accept Risk

Risk Matrix

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

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

Comment/Conclusion

Zoning

Lot 2 (Unit 7 No. 40) Federal Street, Narrogin is zoned 'Central Business' under the Former Town of Narrogin Town Planning Scheme No. 2 (FTPS2). The Policy Statement for the zoning states:

"To provide for the function and development of the town centre primarily for retail shops and offices, Council will control the development of other uses and co-ordinate such uses to ensure that compatible development occurs in like areas."

The proposed clothing retailer falls under the definition of 'Shop', which means:

"means a building wherein goods are kept, exposed or offered for sale by retail, but does not include a bank, fuel depot, market, service station, milk depot, marine collector's yard, timber yard, or land and buildings used for sale of vehicles or for any purpose falling within the definition of industry or any restricted premises."

Such use is listed as a PS use under the 'Central Business Zone', which means:

"Use not permitted unless special approval given by Council and conditions complied with."

Lot 2 is 906m². There are six tenancies on the ground floor. Unit 7 No. 40 Federal Street which is the address for the proposed shop is approximately 76m².

Clause 6.3 – Application for Special Approval of the FTPS2 states as follows:

"6.3.1 The Council shall in the case of an application for permission to carry on a use marked AP in the Development Table and may in the case of an application for permission to carry on a use marked PS in the Development Table or in any other case in which application is made for its approval give notice of the application in accordance with the provisions of this Clause."

6.3.2 Where the Council is required or decides to give notice of an application the Council shall cause:

- a) notice of the proposed use and development to be sent by post or delivered to the owners and occupiers of land within an area determined by the Council as likely to be affected by the granting of the application;*
- b) notice of the proposed use and development to be published in a newspaper circulating in the Scheme Area and in the State of Western Australia stating that submissions may be made to the Council within 21 days from the publication thereof; and*

c) a sign displaying notice of the proposed use and development to be erected in a conspicuous position on the land for a period of 21 days from the date of publication of the notice referred to in paragraph (b) hereof.”

Given that there have been a number of shops already established in the ‘Central Business Zone’ with no negative submissions received during those previous public advertising periods, it is recommended that Council dispense of public advertising as the proposal will be unlikely to attract negative feedback based on previous applications.

Clause 6.3.5 further states:

“6.3.5 A resolution to grant special approval must be passed by an absolute majority of the Council.”

Car Parking

The minimum number of car parking bays to be provided for shops is one per 33m².

As the tenancy is 76m², it would need to provide three bays. There is a carpark on site at the rear with space for seven cars. This is for the use of all tenancies. This was confirmed as part of a carparking plan approved by the Shire in June 2020. There is no public access between this carpark and the shop and thus it is recommended that the public continue to use on street parking when accessing this shop as has been the arrangement in the previous use and likely for the majority of the building’s existence. It is recommended that Council dispense of the requirement to provide parking on site and instead include a condition for the applicant to demonstrate that onsite parking is available for one employee in the current car park.

Clause 6.2.1 of FTPS2 allows Council to dispense of the car parking requirements where it would be consistent with the orderly and proper planning of the locality.

“6.2.1 If a development is the subject of an application for planning consent and does not comply with a standard or requirement prescribed by the Scheme, the Council may approve the application unconditionally or subject to such conditions as the Council thinks fit, always provided that the Council is satisfied that:

- a) Approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;*
- b) The non-compliance will not have any adverse effect upon the occupiers or users of the development or inhabitants of the locality or upon the likely future development of the locality; and*
- c) The spirit and purpose of the requirements or standards will not be unreasonably departed from thereby.”*

Heritage

The proposed shop is one tenancy within the Mardoc Building. It is *“a fine example of the Federation Anglo-Dutch style. It is a rare demonstration of a way of life of commercial and recreational use during a period of prosperity and expansion in the State. The associations with William Cornwall and the Architect Bertram Heriot Dods are significant. The Mardoc Building is a landmark on an important corner in the town and makes a strong contribution to the Federal Street context and the historical townscape of Narrogin Town Centre.”*

The building is included in the Shire of Narrogin's Local Heritage Survey as 'Grade A' which requires Development Applications for works and recommends retaining and conserving the building. The building is protected in the FTPS2.

The proposed shop does not include exterior painting of the shopfront, however It is recommended that Council include an advice note recommending any exterior painting be in accordance with the CBD Colour Palette and remind the applicant of the matched funding available from the Shire.

The proposed window decal signage is unlikely to negatively impact the heritage value of the shop front, given it can be easily removed.

It is recommended that Council support the application.

Voting Requirements

Part 1 of 3 – Simple Majority

Part 2 of 3 – Simple Majority

Part 3 of 3 – Absolute Majority

PART 1 OF 3 – OFFICERS' RECOMMENDATION

That with respect to the Application for Planning Consent for a clothing retailer at Lot 2 (Unit 7 No. 40) Federal Street, Narrogin, Council waive the requirement for public advertising in accordance with Clause 6.3 of the Former Town of Narrogin Town Planning Scheme No. 2.

PART 2 OF 3 – OFFICERS' RECOMMENDATION

That with respect to the Application for Planning Consent for a clothing retailer at Lot 2 (Unit 7 No. 40) Federal Street, Narrogin, Council approves the dispensation of the minimum car parking requirements in accordance with Clause 6.2.1 of the Former Town of Narrogin Town Planning Scheme No. 2.

PART 3 OF 3 – OFFICERS' RECOMMENDATION

That with respect to the Application for Planning Consent for a clothing retailer at Lot 2 (Unit 7 No. 40) Federal Street, Narrogin, Council grant planning approval, 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 signage is to be in accordance with the Shire of Narrogin's local laws, unless further approval is granted by the Shire of Narrogin.

Advice notes:

1. The applicant is advised that the Council has adopted a Colour Palette and Sign Guide recommending preferred finishes to buildings within the CBD and, indeed, has matching grant funding which could facilitate this, upon successful application, which the applicant is encouraged to consider.
2. If the applicant is aggrieved by this decision as a result of the conditions of approval or by a determination of refusal, there may be a right of review under the provisions of Part 14 of the Planning and Development Act 2005. A review must be lodged with the State Administrative Tribunal and must be lodged within 28 days of the decision.

6th December 2022

To whom it may concern,

RE: Application for Planning Consent

Details of the proposed business are as follows.

I am opening a Childrens Clothing Boutique. I would like to put signage on the front window displaying the business name, opening hours etc. These will be window stickers approximately 1.5 meter by 70 cm.

I expect to have a steady flow of customers to my store daily, up to maybe 20-30, as being the only children's clothing store, I am sure I will attract business in town.

The opening hours are Monday, Tuesday, Wednesday and Friday 9am to 530pm, Thursday 9am to 730pm and Saturday 9am to 230pm.

I will currently be the only member of staff at the store.

I am planning on painting the walls and repairing some holes that are currently present. There will be sticker art added as a border around the walls. I will also be adding ceiling fans.

The products to be sold at the premises consist of children's clothing, size newborn to 16, boys and girls wear, including some accessories such as hats, belts, bags etc.

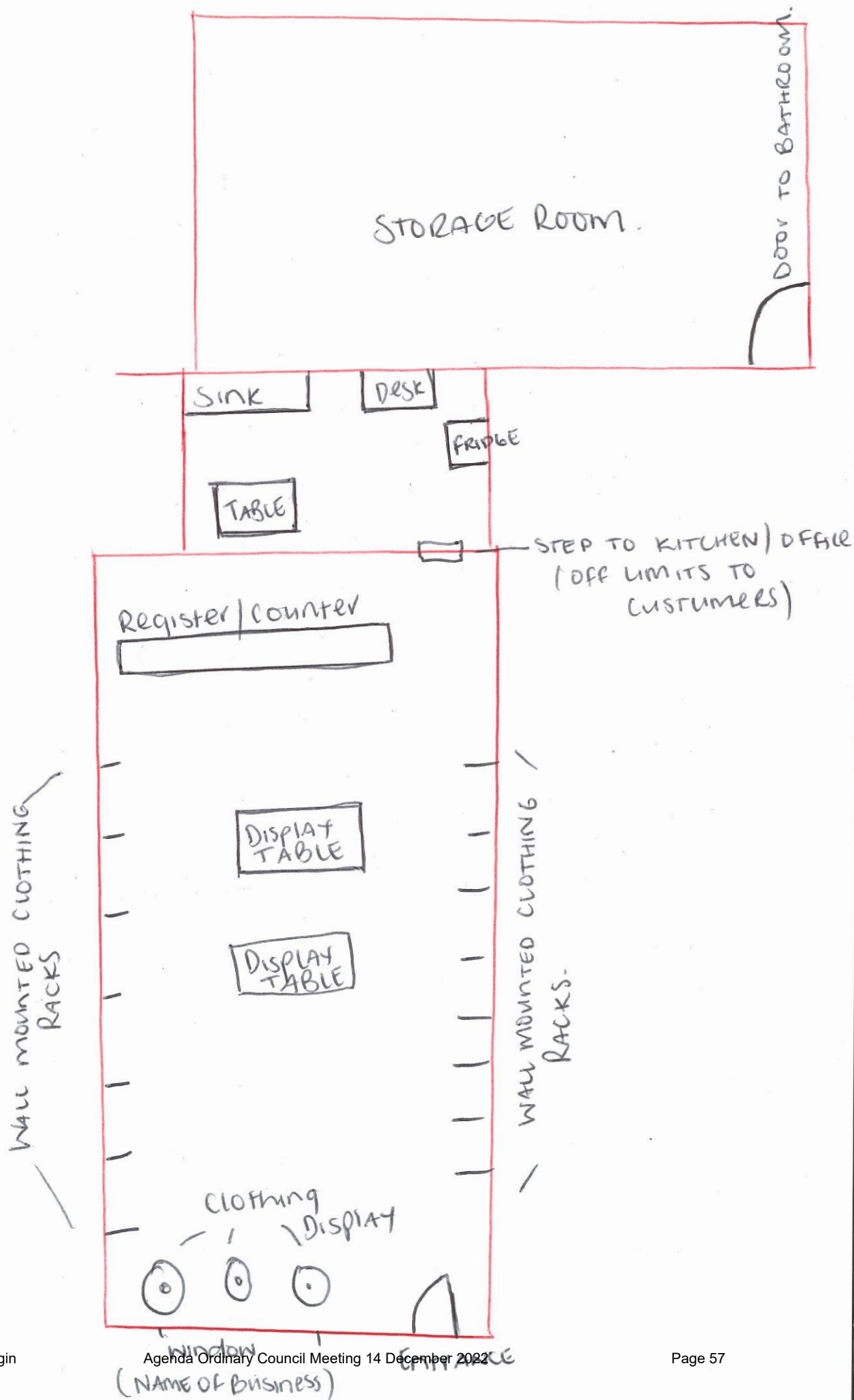
I will be utilising the parking at the rear of the building for my vehicle.

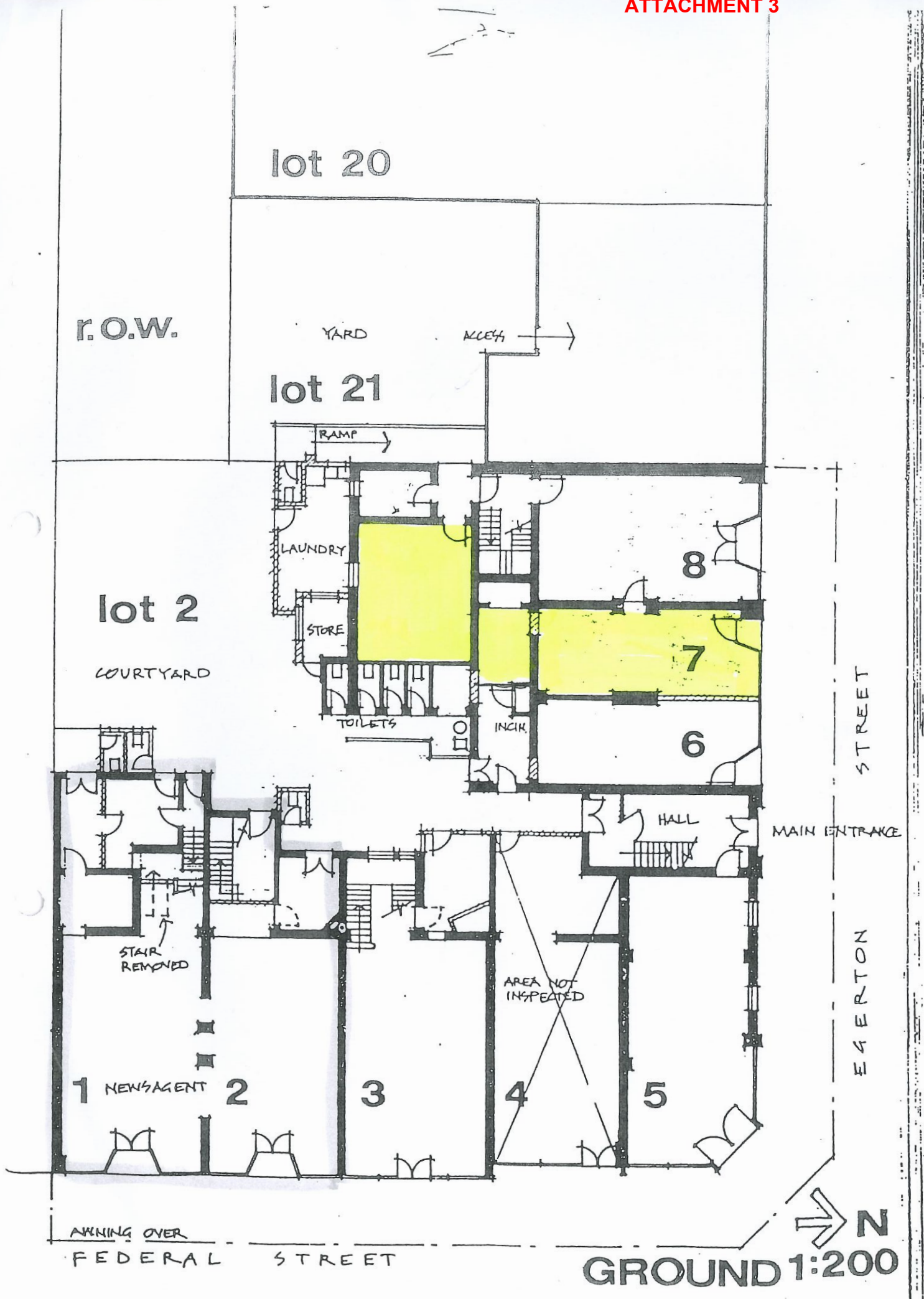
Attached are the plans for the proposed layout of the store.

Thankyou

Regards

Michele Radmore





10.2 TECHNICAL AND RURAL SERVICES

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

10.3 CORPORATE AND COMMUNITY SERVICES

10.3.1 SCHEDULE OF ACCOUNTS PAID – NOVEMBER 2022

File Reference	12.1.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	01 December 2022
Author	Nicole Johns – Customer Service Officer
Authorising Officer	Mark Furr – Executive Manager Corporate & Community Services
Attachments 1. Schedule of Accounts Paid – November 2022 (being sent separate)	

Summary

Council is requested to note the payments as presented in the Schedule of Accounts Paid for the month indicated (November 2022). The Schedule of Accounts Paid will be sent separately due to the December Council Meeting being bought forward for the month of December.

Background

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

Consultation

Consultation has been undertaken with Manager Corporate Services.

Statutory Environment

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

Policy Implications

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

Financial Implications

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

Strategic Implications

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

Comment/Conclusion

The Schedule of Accounts Paid – November 2022 is presented to Council for notation. Below is a summary of activity.

<i>November 2022 Payments</i>		
<i>Payment Type</i>	<i>\$</i>	<i>%</i>
Cheque	\$245.65	0.03
EFT (incl Payroll)	\$662,108.91	77.51
Direct Debit	\$181,981.70	21.30
Credit Card	\$9,846.02	1.15
Trust		
Total Payments	\$854,182.28	100

<i>Local Spending</i>	<i>\$</i>	<i>%</i>
Local Suppliers	\$294,463.35	34.47
Payroll	\$333,069.01	38.99
Total	\$627,576.36	72.68

Risk Implications

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

Risk Matrix

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

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Schedule of Accounts Paid for November 2022, Council note the Report as presented.

LIST OF ACCOUNTS PAID -
NOVEMBER 2022

Serial	Chq	Date	Name	Description	Amount	Chq Total	Type	Funding
1	717	18/11/2022	Shire Of Narrogin - Petty Cash-admin	ADMIN PETTY CASH RECOUP - November 2022		\$245.65		
2	NOV22	17/11/2022	Shire Of Narrogin - Petty Cash-admin	ADMIN PETTY CASH RECOUP - November 2022	\$245.65		L	
				Cheque Total	\$245.65			

Serial	EFT	Date	Name	Description	Amount	EFT Total	Type	Funding
3	EFT19699	02/11/2022	Narrogin Newsagency			\$854.52	L	
4	301460	19/09/2022	Narrogin Newsagency	ADMIN & CHSP PRINTING & STATIONARY - Monthly Stationary Order	\$782.11			
5	301596	28/09/2022	Narrogin Newsagency	ADMIN & CHSP PRINTING & STATIONARY - Monthly Stationary Order	\$72.41			
6	EFT19700	02/11/2022	Landmark Products Pty Ltd			\$25,960.00		F
7	132304	26/08/2022	Landmark Products Pty Ltd	CEMETERY UPGRADE - Supply & Delivery Federation seats	\$25,960.00			
8	EFT19701	04/11/2022	Kleenheat Gas			\$2,443.51		
9	SEPT 22	13/10/2022	Kleenheat Gas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Electricity Usage 01/09/22 - 30/09/22	\$2,443.51			
10	EFT19702	04/11/2022	Narrogin Newsagency			\$148.00	L	
11	299441	01/08/2022	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Monthly Stationery Order July	\$148.00			
12	EFT19703	04/11/2022	Ross Storey			\$1,000.00	L	
13	77	01/11/2022	Ross Storey	OTHUL ARTWORK - Painting of Scenery at Front Counter	\$1,000.00			
14	EFT19704	04/11/2022	Synergy			\$749.80		
15	2061640889	13/10/2022	Synergy	30 GRAY ST BUILDING OPERATIONS (FORMALLY EAST NARROGIN OFFSITE KINDERGARTEN) - Electricity Usage 12/08/22 - 12/10/22	\$159.93			
16	2097612700	13/10/2022	Synergy	13 HOUGH ST - OPERATIONS - Electricity Usage 09/08/22 - 07/10/22	\$244.12			
17	2061642573	14/10/2022	Synergy	OLD SHIRE OFFICE BUILDING OPERATIONS - Electricity Usage 16/08/22 - 13/10/22	\$345.75			
18	EFT19705	04/11/2022	Narrogin Packaging			\$326.28	L	
19	00076417	21/10/2022	Narrogin Packaging	NRLC GROUNDS MAINTENANCE - Retic	\$248.84			
20	00076465	21/10/2022	Narrogin Packaging	NRLC GROUNDS MAINTENANCE - Retic	\$77.44			
21	EFT19706	04/11/2022	Great Southern Fuels			\$34,215.58	L	
22	D2121557	26/10/2022	Great Southern Fuels	STOCK - PURCHASES OF STOCK MATERIALS - 15,000Ltrs of Diesel	\$33,716.27			
23	D2121558	26/10/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - Unleaded 200ltrs	\$499.31			
24	EFT19707	04/11/2022	Narrogin Fruit Market			\$27.93	L	
25	0008202210034	03/10/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Office Order	\$27.93			
26	EFT19708	04/11/2022	Water Corporation			\$164.97		
27	0159	12/10/2022	Water Corporation	GNARROGIN PARK MAINTENANCE/OPERATIONS - Water Usage 09/08/22 - 11/10/22	\$164.97			

28	EFT19709	04/11/2022	Narrogin Electrical Appliance Testing			\$506.00	L	F
29	780	04/10/2022	Narrogin Electrical Appliance Testing	CHSP - BUILDING MAINTENANCE - Testing & Tagging Portable Electrical Appliances	\$506.00			
30	EFT19710	04/11/2022	Kleenheat Gas			\$12,816.85		
31	SEPT 22	13/10/2022	Kleenheat Gas	NRLC - UTILITY - ELECTRICITY - Electricity Usage 01/09/22 - 30/09/22	\$12,816.85			
32	EFT19711	04/11/2022	Hancocks Home Hardware			\$249.00	L	
33	415604	14/10/2022	Hancocks Home Hardware	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Ladder	\$249.00			
34	EFT19712	04/11/2022	Narrogin Electrical Services			\$440.00	L	
35	2920	26/10/2022	Narrogin Electrical Services	CARAVAN PARK UPGRADES (ABLUTION BLOCKS & KITCHEN) - Electrical Installation of Power Source in Recreation Room	\$440.00			
36	EFT19713	04/11/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$619.69	L	
37	JC24035614	12/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN00 2021 TOYOTA KLUGER GX AWD PET WAGON - 30,000km Service	\$619.69			
38	EFT19714	04/11/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			\$65.41	L	
39	6412790765	13/10/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO2706 FOUR AXLE SIDE TIPPER TRAILER - Fitting Tyres to Rims	\$65.41			
40	EFT19715	04/11/2022	Toll Transport Pty Ltd			\$109.18		
41	1557-T740710	23/10/2022	Toll Transport Pty Ltd	VARIOUS VEHICLES - Freight	\$109.18			
42	EFT19716	04/11/2022	GJ & SE Kulker			\$4,620.00	L	
43	709	23/10/2022	GJ & SE Kulker	BUILDING MAINTENANCE-OLD JEWELERS SHOP - Patch all Walls & Repaint Building Interior	\$4,620.00			
44	EFT19717	04/11/2022	A & A Corasaniti Building Contractors Pty Ltd			\$1,650.00	L	
45	365	25/10/2022	A & A Corasaniti Building Contractors Pty Ltd	ANZAC WAR MEMORIAL REPAIR & RESTORATION - Wash Roof & Refix Tiles	\$1,650.00			
46	EFT19718	04/11/2022	Narrogin Pumps Solar And Spraying			\$209.82	L	
47	00044879	04/10/2022	Narrogin Pumps Solar And Spraying	NGN802 2021 TOYOTA HILUX 4x2 2.4L DSL SINGLE CAB MANUAL- Fire Nozzle	\$94.82			
48	00044976	07/10/2022	Narrogin Pumps Solar And Spraying	WASTE WATER TREATMENT - 10Kg Chlorine	\$115.00			
49	EFT19719	04/11/2022	Farmworks Narrogin Pty Ltd			\$181.50	L	
50	95988	07/10/2022	Farmworks Narrogin Pty Ltd	VERGE MAINTENANCE - Hammer	\$181.50			
51	EFT19720	04/11/2022	BMR Mechanical Pty Ltd			\$4,873.92	L	
52	1424	24/10/2022	BMR Mechanical Pty Ltd	NO2706 FOUR AXLE SIDE TIPPER TRAILER - Replace Brakes, Hubs, Shoes & Bearings	\$4,873.92			
53	EFT19721	04/11/2022	Sir Charles Gairdner Hospital			\$285.00		
54	251022	25/10/2022	Sir Charles Gairdner Hospital	TOWN HALL FACILITIES BOND - PAYMENTS - Bond Refund 21/10/22 - 22/10/22 Non-for-Profit & no Alcohol	\$285.00			
55	EFT19722	04/11/2022	Kirby Freight			\$287.76	L	
56	00009706	19/10/2022	Kirby Freight	VARIOUS ACCOUNTS - Pick up & Delivery 5x Golden Elms & Pallet	\$287.76			
57	EFT19723	04/11/2022	Narrogin Gas Services			\$134.65	L	
58	509	21/10/2022	Narrogin Gas Services	HIGHBURY PUBLIC TOILETS MAINTENANCE - Replace Toilet Roll Holders & Soap Dispensers	\$134.65			
59	EFT19725	07/11/2022	Great Southern Fuels			\$7,720.27	L	
60	SEPT2022	30/09/2022	Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges September 2022	\$7,720.27			

61	EFT19726	07/11/2022	E & Mj Roshier Pty Ltd			\$299.51		
62	1446535	12/08/2022	E & Mj Roshier Pty Ltd	NO2768 2013 SEWELL TB2000E ROAD SWEEPER Supply Exhaust Manifold, Gasket & Muffler Gasket	\$299.51			
63	EFT19727	07/11/2022	Elgas			\$33,702.87		
64	0360835466	29/09/2022	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 217L	\$276.97			
65	0367604195	03/10/2022	Elgas	NRLC - UTILITY GAS - Servie Charge	\$302.50			
66	0367604194	03/10/2022	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 210L	\$151.25			
67	0360812342	06/10/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5,821L	\$7,365.49			
68	0360811087	12/10/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 4,700L	\$5,947.05			
69	0361052615	20/10/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5,500L	\$6,959.32			
70	0360834487	27/10/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5,136L	\$6,498.73			
71	0361052656	02/11/2022	Elgas	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 201L	\$266.70			
72	0361052657	02/11/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 4,473L	\$5,934.86			
73	EFT19728	09/11/2022	Synergy			\$3,798.84		
74	2081591866	10/08/2022	Synergy	LIBRARY BUILDING OPERATIONS - Electricity Usage 08/06/22 to 04/08/2022	\$755.70			
75	2012666632	11/10/2022	Synergy	LIBRARY BUILDING OPERATIONS - Electricity Usage 05/08/2022 to 05/10/2022	\$562.09			
76	2097615590	17/10/2022	Synergy	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Electricity Usage 11/08/22 - 12/10/22	\$1,507.64			
77	2005668929	20/10/2022	Synergy	JOHN HIGGINS COMMUNITY COMPLEX BUILDING OPERATIONS - Electricity Usage 15/09/2022 - 16/10/2022	\$973.41			
78	EFT19729	09/11/2022	Narrogen Packaging			\$3,945.94	L	
79	00074442	12/07/2022	Narrogen Packaging	LIB - LIBRARY BUILDING OPERATIONS - Facial Tissues 200s	\$71.35			
80	00074667	22/07/2022	Narrogen Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	\$108.25			
81	00076290	14/10/2022	Narrogen Packaging	HIGHBURY PUBLIC TOILETS OPERATIONS - Cleaning Supplies	\$32.00			
82	00076294	15/10/2022	Narrogen Packaging	VARIOUS TOILETS - Cleaning Supplies	\$683.76			
83	00076380	19/10/2022	Narrogen Packaging	NRLC - GROUNDS MAINTENANCE - Retic	\$34.00			
84	00076381	19/10/2022	Narrogen Packaging	VARIOUS BUILDINGS - 24x Sanitary Bins	\$1,843.55			
85	00076362	19/10/2022	Narrogen Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Cleaning Supplies	\$397.28			
86	00076586	27/10/2022	Narrogen Packaging	DRAINAGE MAINTENANCE GENERAL - 4' x 1' Capping Saddle	\$75.75			
87	00074893	04/11/2022	Narrogen Packaging	CHCP - GENERAL OFFICE EXPENSES GEN - Carton Of Face Masks	\$700.00			F
88	EFT19730	09/11/2022	Great Southern Fuels			\$86.55	L	
89	19011652	24/10/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 2 Stroke/unleaded drum mix	\$86.55			
90	EFT19731	09/11/2022	Narrogen Fruit Market			\$46.39	L	
91	0008202210174	17/10/2022	Narrogen Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	\$36.49			
92	00042022101747	17/10/2022	Narrogen Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly Admin Office Order	\$9.90			
93	EFT19732	09/11/2022	Water Corporation			\$711.71		
94	0031	13/10/2022	Water Corporation	CEO STAFF HOUSING - Water Usage 04/08/22 - 05/10/22	\$222.67			

95	0138	17/10/2022	Water Corporation	HIGHBURY HALL BUILDING OPERATIONS - Water Usage12/08/22 - 14/10/22	\$22.38			
96	0092	17/10/2022	Water Corporation	HIGHBURY PUBLIC TOILETS OPERATIONS - Water Usage 09/08/22 - 11/10/22	\$229.35			
97	0171	18/10/2022	Water Corporation	13 HOUGH ST - OPERATIONS - Water Usage 04/08/22 - 05/10/22	\$237.31			
98	EFT19733	09/11/2022	Walga			\$9,180.00		
99	SI-002318	12/10/2022	Walga	MEMBERS - MEMBERS CONFERENCE /TRAINING EXPENSES - Registration Fee WA Local Government Convention 2022	\$1,295.00			
100	SI-002100	12/10/2022	Walga	MEMBERS - MEMBERS CONFERENCE /TRAINING EXPENSES- Registration Fee WA Local Government Convention 2022	\$1,285.00			
101	SI-002319	12/10/2022	Walga	MEMBERS - MEMBERS CONFERENCE /TRAINING EXPENSES - Registration Fee WA Local Government	\$2,590.00			
102	SI-002316	12/10/2022	Walga	MEMBERS - MEMBERS CONFERENCE /TRAINING EXPENSES- Registration Fee WA Local Government Convention 2022	\$1,450.00			
103	SI-002317	12/10/2022	Walga	MEMBERS - MEMBERS CONFERENCE /TRAINING EXPENSES- Registration Fee WA Local Government Convention 2022	\$2,560.00			
104	EFT19734	09/11/2022	Susan Farrell			\$50.00		L
105	121022	12/10/2022	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Laundry	\$50.00			
106	EFT19735	09/11/2022	Westrac Pty Ltd			\$621.76		
107	PI 7512541	13/10/2022	Westrac Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Tube Assembly & Seals	\$79.78			
108	PI7524093	17/10/2022	Westrac Pty Ltd	NO4141 2010 CATERPILLAR 432E BACKHOE LOADER - Tube Assembly & Seals	\$541.98			
109	EFT19736	09/11/2022	Narrogin Betta Home Living			\$2,124.00		L
110	25710062682	12/08/2022	Narrogin Betta Home Living	RAILWAY STATION BUILDING CAPITAL - 10x Visitor Chairs	\$2,065.00			
111	25710067057	04/11/2022	Narrogin Betta Home Living	LYDEKER DEPOT BUILDING MAINTENANCE - Vacuum cleaner bag for Depot @ \$59.00	\$59.00			
112	EFT19737	09/11/2022	Kulker Plumbing Service			\$120.00		L
113	13247	27/10/2022	Kulker Plumbing Service	STANDPIPE MAINTENANCE/OPERATIONS - Test RPZ Valve Federal St	\$120.00			
114	EFT19738	09/11/2022	RJ Smith Engineering			\$416.00		L
115	7108	25/10/2022	RJ Smith Engineering	DRAINAGE MAINTENANCE GENERAL - 6x 90mm fence post caps	\$21.00			
116	7205	27/10/2022	RJ Smith Engineering	NO2731 FOUR AXLE SIDE TIPPER TRAILER - Repair broken welds on K-Hitch trailer	\$395.00			
117	EFT19739	09/11/2022	Great Southern Towing			\$88.00		L
118	9172	04/11/2022	Great Southern Towing	OLOPS - SUNDRY EXPENDITURE - TOWING - Removal of abandoned vehicle from Fox Street	\$88.00			
119	EFT19740	09/11/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$549.12		L
120	PI23054634	24/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN802 2021 TOYOTA HILUX 4X2 2.4L DSL SINGLE CAB MANUAL - Filters for service (Oil, Air, Fuel, Pollen)	\$549.12			
121	EFT19741	09/11/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepairs)			\$635.52		L
122	6412809820	04/11/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepairs)	NO2 2009 NISSAN UD TIP TRUCK - Supply and fit KMAX G667 drive tyre and Fit our tyre to rim & Disposal	\$635.52			
123	EFT19742	09/11/2022	T Quip			\$1,198.50		
124	114422	25/10/2022	T Quip	1GPJ543 2018 TORO MOWER 7210 - 30x Blades	\$1,198.50			
125	EFT19743	09/11/2022	New Security Installations Pty Ltd			\$158.40		
126	00012790	10/10/2022	New Security Installations Pty Ltd	LYDEKER DEPOT BUILDING OPERATIONS - Alarm Response	\$158.40			

127	EFT19744	09/11/2022	Ikes Home Improvement & Glass Centre			\$1,815.00	L	PF
128	00031140	21/10/2022	Ikes Home Improvement & Glass Centre	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - Installation of Bird Screens to Toilet Block	\$1,815.00			
129	EFT19745	09/11/2022	Narrogin Chamber Of Commerce			\$1,000.00	L	
130	00004166	26/10/2022	Narrogin Chamber Of Commerce	CARAVAN PARK - Purchase of 100 X \$10 vouchers	\$1,000.00			
131	EFT19746	09/11/2022	Melchiorre Plumbing & Gas			\$3,240.49	L	
132	1686	04/11/2022	Melchiorre Plumbing & Gas	FITOUT OF RAILWAY STATION BUILDING - Supply and install sink and tapware to artist in residence kitchen	\$3,240.49			
133	EFT19747	09/11/2022	Narrogin Pumps Solar And Spraying			\$28.84	L	
134	00044041	18/08/2022	Narrogin Pumps Solar And Spraying	SMALL PLANT - 2 Way Ball Valve for Chemical Spray Unit	\$28.84			
135	EFT19748	09/11/2022	The Workwear Group Pty Ltd			\$231.82		
136	14357531	20/09/2022	The Workwear Group Pty Ltd	LIB - OTHER EXPENSES - Staff Uniform Orders 2022/23	\$39.95			
137	14370710	07/10/2022	The Workwear Group Pty Ltd	ADMIN ALLOWANCES - Uniform 2022/23	\$191.87			
138	EFT19749	09/11/2022	Easifleet			\$2,066.64		
139	31102022	31/10/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 31/10/2022	\$2,066.64			
140	EFT19750	09/11/2022	Highbury District Community Council			\$2,500.00	L	
141	COMMUNITY CHEST	31/10/2022	Highbury District Community Council	OTHCU - COMMUNITY CHEST - Community Chest Funding 2022/23	\$2,500.00			
142	EFT19751	09/11/2022	Gd & Ja Stevens gd & Ja Stevens			\$9,370.00	L	
143	1470	18/10/2022	Gd & Ja Stevens gd & Ja Stevens	BUILDING MAINTENANCE-OLD JEWELLERS SHOP - Ceiling Removed & Replaced 10mm Gyprock Sheets Layed Ready for Painter	\$7,480.00			
144	1471	18/10/2022	Gd & Ja Stevens gd & Ja Stevens	BUILDING MAINTENANCE-OLD JEWELLERS SHOP - Insulate Ceiling Space	\$1,890.00			
145	EFT19752	09/11/2022	Elders Rural Services Narrogin			\$2,678.50	L	PF
146	CB 76056	18/10/2022	Elders Rural Services Narrogin	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - 56 Timber Posts	\$1,176.00			
147	CB 76061	18/10/2022	Elders Rural Services Narrogin	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - 4x Strainer & 200m stocklock	\$1,057.00			
148	CB 76153	26/10/2022	Elders Rural Services Narrogin	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Pine Treated Posts	\$445.50			
149	EFT19753	09/11/2022	O'Rourke Electric Services			\$5,231.60	L	PF
150	INV1996	02/11/2022	O'Rourke Electric Services	BUILDING MAINTENANCE - OLD JEWELLERS SHOP - Replacement of Old Ceiling Lights in New Ceiling	\$2,453.00			
151	1944	04/11/2022	O'Rourke Electric Services	CHCP -Client Purchases GEN - - Supply and install 25kW Split System Air Conditioner to rear bedroom & Supply and install 2 heat/light exhaust combo fitting in bathroom	\$2,778.60			F
152	EFT19754	09/11/2022	Corsign (WA) Pty Ltd			\$3,055.80		
153	0069623	04/11/2022	Corsign (WA) Pty Ltd	Signs & Traffic Control Expenses - Signs & posts as per quote	\$772.20			
154	70028	04/11/2022	Corsign (WA) Pty Ltd	SIGNS & TRAFFIC CONTROL EXPENSES - SUPPLY ONLY OF ASSORTMENT TRAFFIC & STREET SIGNS & 20 X RHS POSTS	\$2,283.60			
155	EFT19755	09/11/2022	Narrogin Auto Centre			\$49,396.68	L	
156	22656	31/10/2022	Narrogin Auto Centre	002NGN 2020 MITSUBISHI ASX New Vehicle - Mitsubishi Eclipse	\$48,985.00			
157	314029	04/11/2022	Narrogin Auto Centre	NGN219 2022 NISSAN X-TRAIL (CATS) (P14) - Service and Bonnet Protector supplied and Fitted	\$411.68			

158	EFT19756	09/11/2022	Win Television WA Pty Ltd T/A WIN Television Network			\$1,254.00		
159	1443363	31/10/2022	Win Television WA Pty Ltd T/A WIN Television Network	TOUR - PUBLIC RELATIONS & AREA PROMOTION - TV Commercials Oct 2022	\$1,254.00			
160	EFT19757	09/11/2022	The White Family Trust T/a Narrogin Valley Stockfeed			\$35.00	L	
161	NVS93849	14/09/2022	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Gas Supplied 8.5Kg	\$35.00			
162	EFT19758	09/11/2022	St John Ambulance - Narrogin Sub Centre			\$415.80	L	
163	CYINV00298663	12/10/2022	St John Ambulance - Narrogin Sub Centre	BUSH FIRE BRIGADES Various First Aid Equipment	\$415.80			
164	EFT19759	09/11/2022	BMR Mechanical Pty Ltd			\$2,413.26	L	
165	1418	20/10/2022	BMR Mechanical Pty Ltd	2019 JCB 5CX BACKHOE LOADER - Repairs to Hydraulic Lines & Replace Hydraulic Line Guards	\$2,413.26			
166	EFT19760	09/11/2022	Ground Up Building & Construction			\$187.00	L	
167	00299	20/10/2022	Ground Up Building & Construction	BUILDING MAINTENANCE-OLD JEWELLERS SHOP - Replace Damage Skirting Boards to Front Elevation	\$187.00			
168	EFT19761	09/11/2022	Malcom Thompson Pumps			\$14,762.73	L	
169	60J010706	04/11/2022	Malcom Thompson Pumps	TWIS DISTRIBUTION PIPES REPLACEMENT - Renew pipework to new pump.	\$14,762.73			
170	EFT19762	09/11/2022	InterFire Agencies			\$3,456.71	L	
171	INV12106	31/10/2022	InterFire Agencies	BUSH FIRE BRIGADES - Purchase of PPE	\$3,456.71			
172	EFT19763	09/11/2022	Brand Industry Services			\$1,714.97	L	PF
173	I0025881	17/10/2022	Brand Industry Services	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Reflective Stickers	\$1,714.97			
174	EFT19764	09/11/2022	Voxson			\$5,000.00		
175	001412941	18/10/2022	Voxson	TWO SOLAR SPEED DETECTION SIGNS - Supply & Deliver 2 Solar Speed Detection Signs	\$5,000.00			
176	EFT19765	09/11/2022	Australian Institute Of Building Surveyors			\$840.00		
177	40360	10/10/2022	Australian Institute Of Building Surveyors	ADMIN - TRAINING & DEVELOPMENT - Webinar - Housing Provisions Footing Requirements	\$120.00			
178	40464	12/10/2022	Australian Institute Of Building Surveyors	ADMIN - TRAINING & DEVELOPMENT - Webinar Event	\$720.00			
179	EFT19766	09/11/2022	MG Motor Wangara Pty Ltd			\$89,517.58		
180	WMR5157	02/11/2022	MG Motor Wangara Pty Ltd	032NGN - New vehicles - MG HS Plus Excite	\$44,758.79			
181	WMR5156	02/11/2022	MG Motor Wangara Pty Ltd	NGN0 - New Vehicle - MG HS Plus Excite	\$44,758.79			
182	EFT19767	16/11/2022	Best Office Systems	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Monthly Charges		\$259.52	L	
183	608966	27/10/2022	Best Office Systems	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Monthly Charges	\$259.52			
184	EFT19768	16/11/2022	Narrogin Packaging			\$113.50	L	
185	00076557	26/10/2022	Narrogin Packaging	CBD PARKS - MAINTENANCE/OPERATIONS - New Sprinklers	\$103.00			
186	00076651	31/10/2022	Narrogin Packaging	THOMAS HOGG OVAL MAINTENANCE/OPERATIONS - Pipe Fittings	\$10.50			
187	EFT19769	16/11/2022	Great Southern Fuels			\$251.30	L	
188	15008521	18/10/2022	Great Southern Fuels	NGN182 TOYOTA HILUX 4x2 WORKMATE UTILITY (NHC) - Fuel Card	\$2.75			
189	19011809	04/11/2022	Great Southern Fuels	ROADM - WORKSHOP/DEPOT EXPENSED EQUIPMENT - 2 x Boxes 24 x 450g cartridges of Premium Heavy Duty Grease	\$248.55			
190	EFT19770	16/11/2022	Nutrien Ag Solutions			\$13,354.00		

191	907580729	07/09/2022	Nutrien Ag Solutions	VERGE MAINTENANCE - Various Items	\$13,354.00			
192	EFT19771	16/11/2022	Makit Narrogin Hardware			\$463.30	L	
193	114740	14/10/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	\$217.40			
194	114758	24/10/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	\$245.90			
195	EFT19772	16/11/2022	Narrogin Agricultural Repairs			\$282.00	L	
196	266259	14/10/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - 3x Trimmer Line 2.7mm	\$120.00			
197	266350	25/10/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Repair of Lawn Mower	\$162.00			
198	EFT19773	16/11/2022	Narrogin Electrical Services			\$5,500.00	L	
199	2930	08/11/2022	Narrogin Electrical Services	RAILWAY STATION RESTORATION COVID RECOVERY PROJECT - Install extra power points, lighting, tv point, and hot water services.	\$5,500.00			PF
200	EFT19774	16/11/2022	It Vision			\$71.28		
201	37719	31/10/2022	It Vision	PURCHASE OF ALTUS HR SYSTEM - Supply and Install Altus Payroll Implementation Travel	\$71.28			
202	EFT19775	16/11/2022	Narrogin Betta Home Living			\$1,077.80	L	
203	25710067954	03/11/2022	Narrogin Betta Home Living	FITOUT OF RAILWAY STATION BUILDING - Electrical Appliances for Artist in Residency	\$1,077.80			
204	EFT19776	16/11/2022	Kulker Plumbing Service			\$421.23	L	
205	13246	27/10/2022	Kulker Plumbing Service	LIONS PARK PUBLIC TOILET MAINTENANCE - Repair burst water pipe to meter	\$421.23			
206	EFT19777	16/11/2022	RJ Smith Engineering			\$120.00	L	
207	7252	29/10/2022	RJ Smith Engineering	FITOUT OF RAILWAY STATION BUILDING - replace vent cover	\$120.00			
208	EFT19778	16/11/2022	Narrogin Gasworx			\$385.00	L	
209	61162	27/10/2022	Narrogin Gasworx	CHCP - CLIENT PURCHASES - Over the bed/chair table - For Client	\$385.00			
210	EFT19779	16/11/2022	Narrogin Chamber Of Commerce			\$45.00	L	
211	00004171	02/11/2022	Narrogin Chamber Of Commerce	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECPEPTIONS	\$45.00			
212	EFT19780	16/11/2022	John Parry Medical Centre			\$126.00	L	F
213	425463	12/01/2022	John Parry Medical Centre	CHSP - RECRUITMENT- Pre-Employment Medical	\$126.00			
214	EFT19781	16/11/2022	Marketforce Pty Ltd			\$391.25		
215	45694	26/10/2022	Marketforce Pty Ltd	CONSTRUCTION OF 3 CHALETS AT CARAVAN PARK ADVERTISING - Tender For Supply and Installation of Chalets West Australian Saturday 15/10/2022	\$391.25			
216	EFT19782	16/11/2022	Melchiorre Plumbing & Gas			\$242.00	L	F
217	1887	30/10/2022	Melchiorre Plumbing & Gas	CARAVAN PARK ABLUTION BLOCK (NEW) BUILDING MAINTENANCE - 1 sink mixer	\$242.00			
218	EFT19783	16/11/2022	The Workwear Group Pty Ltd			\$139.91		
219	14352643	07/11/2022	The Workwear Group Pty Ltd	LIBRARY ALLOWNCES - Uniform 2022/23	\$139.91			
220	EFT19784	16/11/2022	YMCA WA			\$41,109.46		
221	SI-A011494	28/10/2022	YMCA WA	ADMIN - OCCUPATIONAL HEALTH & SAFETY - 3 Month Full Centre Membership	\$250.00			
222	SI-A011505	31/10/2022	YMCA WA	OTHCUL - NARROGIN SHOW - Hire of Venue for Annual Ag Show	\$5,500.00			

223	SI-A011434	31/10/2022	YMCA WA	NRLC - CONTRACT MANAGEMENT EXPENSES - Deficit Funding	\$35,359.46			
224	EFT19785	16/11/2022	United Security Enforcement Corporation			\$316.80		F
225	00012798	27/10/2022	United Security Enforcement Corporation	CHSP - SECURITY SYSTEM - Alarm Response IN12798	\$158.40			
226	00012801	31/10/2022	United Security Enforcement Corporation	CHCP - SECURITY SYSTEM - Alarm Response - IN12801	\$158.40			F
227	EFT19786	16/11/2022	AFGRI Equipment Australia Pty Ltd			\$1,702.35		
228	2631566	04/10/2022	AFGRI Equipment Australia Pty Ltd	NO4871 2014 JOHN DEERE 670G GRADER - 2 x Ripper Shanks T95F124	\$882.20			
229	2633474	10/10/2022	AFGRI Equipment Australia Pty Ltd	NO4719 2019 JOHN DEERE 620G GRADER - Supply only 2 x indicator lamps	\$449.04			
230	2636825	18/10/2022	AFGRI Equipment Australia Pty Ltd	NO4719 2019 JOHN DEERE 620G GRADER (WORKS) - Service Filters Air,Oil & Fuel	\$371.11			
231	EFT19787	16/11/2022	Cjd Equipment Pty Ltd			\$225.68		
232	002519560	02/11/2022	Cjd Equipment Pty Ltd	2017 VOLVO EC220DL EXCAVATOR (P977) - Supply Service Filters	\$225.68			
233	EFT19788	16/11/2022	TTFS Group Pty Ltd			\$2,365.00		
234	SO-00109803	27/10/2022	TTFS Group Pty Ltd	SUNDRY DRY PARKS/RESERVES MAINTENANCE/OPERATIONS - Banners	\$2,365.00			
235	EFT19789	16/11/2022	Dale Stewart			\$756.38		
236	REIMBURSEMENT	08/11/2022	Dale Stewart	MEMBERS CONFERENCE/TRAINING EXPENSES - Reimbursement Accomodation 1/11 - 3/11	\$756.38			
237	EFT19790	16/11/2022	The White Family Trust T/a Narrogin Valley Stockfeed			\$70.00	L	
238	NVS89858	20/07/2022	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GERNERAL MAINTENANCE/OPERATIONS - Gas Supplied 8.5kg	\$35.00			
239	NVS97307	01/11/2022	The White Family Trust T/a Narrogin Valley Stockfeed	CARAVAN PARK GERNERAL MAINTENANCE/OPERATIONS - Gas Supplied 8.5kg	\$35.00			
240	EFT19791	16/11/2022	Earl Street Physiotherapy			\$80.00	L	F
241	0033462	01/11/2022	Earl Street Physiotherapy	CHCP - CLEINT PURCHASES - Standard Physiotherapy Consultation - For Client	\$80.00			
242	EFT19792	16/11/2022	Thing-a-me-bobs			\$117.86	L	F
243	1158	20/10/2022	Thing-a-me-bobs	CHSP - GENERAL EXPENDITURE - Various craft items	\$16.46			
244	1161	03/11/2022	Thing-a-me-bobs	CHSP - GENERAL EXPENDITURE - Jumbo Paint Marker	\$7.99			
245	1163	04/11/2022	Thing-a-me-bobs	CHSP - GENERAL EXPENDITURE - Various Items	\$93.41			
246	EFT19793	16/11/2022	Narrogin Podiatry			\$130.00	L	F
247	0000809	25/10/2022	Narrogin Podiatry	CHCP - CLIENT PURCHASES - Podiatry appointment - For Client	\$65.00			
248	0000810	25/10/2022	Narrogin Podiatry	CHCP - CLIENT PURCHASES - Podiatry Appointment For Client	\$65.00			
249	EFT19794	16/11/2022	Narrogin Repertory Club Incorporated			\$2,500.00	L	
250	003-2022	04/11/2022	Narrogin Repertory Club Incorporated	OTHCU - COMMUNITY CHEST - Community Chest 2022/23	\$2,500.00			
251	EFT19795	16/11/2022	Lite n' Easy Pty Ltd			\$379.14		F
252	6601954	25/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy - Meals For Client	\$108.68			
253	6602025	25/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy - Meals for Client	\$167.41			
254	6575650	25/10/2022	Lite n' Easy Pty Ltd	CHCP - CLIENT PURCHASES - Lite n Easy - Meals for Client	\$103.05			
255	EFT19796	16/11/2022	Bce Surveying Pty Ltd			\$9,955.00		

256	00014201	31/10/2022	Bce Surveying Pty Ltd	ROAD MAINTENANCE GENERAL EXPENSES - Survey and peg Narrogin Valley Road	\$9,955.00			
257	EFT19797	16/11/2022	Southern Cross Computer Systems Pty Ltd			\$3,787.30		
258	SI-00009448	26/10/2022	Southern Cross Computer Systems Pty Ltd	IT UPGRADES AS PER ASSET MANAGEMENT PLAN5 - X HP Thunderbolt 120W G4 Dock	\$2,024.00			
259	SI-00009491	28/10/2022	Southern Cross Computer Systems Pty Ltd	ADMIN - INFORMATION SYSTEMS - 2 x HP 65 W USB Laptop Charger + Freight	\$263.30			
260	SI-00009492	28/10/2022	Southern Cross Computer Systems Pty Ltd	ADMIN - INFORMATION SYSTEMS - 1 x HP 14in Probook and SSD	\$1,500.00			
261	EFT19798	16/11/2022	Bird's Silos & Shelters	LIONS PARK MAINTENANCE/OPERATIONS - Repair Rips in Shade Shelter		\$660.00	L	
262	00007312	07/09/2022	Bird's Silos & Shelters	LIONS PARK MAINTENANCE/OPERATIONS - Repair Rips in Shade Shelter	\$660.00			
263	EFT19799	16/11/2022	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - Instalment Reminders/Final Notice		\$647.23		
264	242036	17/10/2022	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - Instalment Reminders/Final Notice	\$647.23			
265	EFT19800	16/11/2022	WA Tool & Trade Supply (Trustee For Schirripa Trading Trust)			\$45.54		F
266	00005179	23/08/2022	WA Tool & Trade Supply (Trustee For Schirripa Trading Trust)	CHSP - GENERAL OFFICE EXPENSES - Frontier Smoke Safety Glasses	\$45.54			
267	EFT19802	18/11/2022	Best Office Systems			\$32,890.02	L	
268	609315	02/11/2022	Best Office Systems	COPIER REPLACEMENT & UPGRADE - Replacement purchase of General and Main Copier at Shire Admin Building	\$32,890.02			
269	EFT19803	18/11/2022	Great Southern Fuels			\$8,438.44	L	
270	OCT22	31/10/2022	Great Southern Fuels	VARIOUS VEHICLES - Fuel Card Charges October 2022	\$8,438.44			
271	EFT19804	18/11/2022	Narrogin Fruit Market			\$107.55	L	
272	8202210244	24/10/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES GEN - Weekly Depot order	\$57.00			
273	0008202210314	31/10/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES GEN - Weekly Depot order	\$50.55			
274	EFT19805	18/11/2022	Knightline Computers			\$139.00	L	
275	00077454	01/11/2022	Knightline Computers	ADMIN - Information Systems - Tp link Powerline WIFI Extender for YMCA	\$139.00			
276	EFT19806	18/11/2022	Landgate			\$84.60		
277	1228474	01/11/2022	Landgate	PLAN - TITLE/COMPANY SEARCHES - Copy of Title and Certificate of Survey	\$84.60			
278	EFT19807	18/11/2022	Parry's Narrogin			\$447.00	L	
279	72154	17/10/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Bucket Hat	\$42.45			
280	72387	24/10/2022	Parry's Narrogin	PWO - WORKS PROTETIVE CLOTHING - Safety boots	\$191.20			
281	72453	25/10/2022	Parry's Narrogin	PWO - WORKS - PROTECTIVE CLOTHING - Safety boots	\$213.35			
282	EFT19808	18/11/2022	Narrogin Electrical Services			\$880.00	L	
283	2925	02/11/2022	Narrogin Electrical Services	SINGLE ELECTRIC BBQ FOR GNARROGIN PARK NEAR SKATE PARK - Installation of power point	\$880.00			
284	EFT19809	18/11/2022	Narrogin Betta Home Living			\$239.00	L	
285	25710066756	14/10/2022	Narrogin Betta Home Living	LIB - GENERAL OFFICE EXPENSES - TCL F42SDW fridge for public tea and coffee	\$239.00			
286	EFT19810	18/11/2022	Narrogin Glass & Quick Fit Windscreens			\$1,208.34	L	
287	59310	07/10/2022	Narrogin Glass & Quick Fit Windscreens	NGN00 2021 TOYOTA KLUGAR - Replacing windscreen	\$1,208.34			
288	EFT19811	18/11/2022	RJ Smith Engineering			\$123.82	L	

289	6960	19/10/2022	RJ Smith Engineering	LIB GENERAL OFFICE EXPENSES - Water bottles X 6 for public consumption	\$102.00			
290	7354	03/11/2022	RJ Smith Engineering	LANEWAY MAINTENANCE - Fencing sheet	\$21.82			
291	EFT19812	18/11/2022	Public Transport Authority			\$735.41		
292	REQUISITION	30/10/2022	Public Transport Authority	TRANSWA - AGENT LIABILITY - Tickets Sales September 2022	\$735.41			
293	EFT19813	18/11/2022	Country Paint Supplies			\$98.79	L	
294	4801007460	01/11/2022	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - 4 x paint brushes, graffiti remover	\$34.00			
295	4801007533	04/11/2022	Country Paint Supplies	FITOUT OF RAILWAY STATION BUILDING - Painting Roller kit & brush	\$64.79			
296	EFT19814	18/11/2022	Shire Of Narrogin			\$118.14		
297	REQUISITION	09/11/2022	Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Commission September Ticket Sales	\$118.14			
298	EFT19815	18/11/2022	Bill & Ben Hot Bread Shop			\$72.00	L	F
299	40	10/11/2022	Bill & Ben Hot Bread Shop	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Rolls for Open Day	\$72.00			
300	EFT19816	18/11/2022	Autosmart WA Southwest			\$376.87		
301	00108846	01/11/2022	Autosmart WA Southwest	FAIRWAY DEPOT BUILDING MAINTENANCE - Items for our Mechanic work shop	\$376.87			
302	EFT19817	18/11/2022	St John Ambulance - Narrogin Sub Centre			\$220.50	L	
303	CYINV00301585	09/11/2022	St John Ambulance - Narrogin Sub Centre	BUSH FIRE BRIGADES - Replacement Defib Parts - Nomans Lake Brigade	\$220.50			
304	EFT19818	18/11/2022	Narrogin Country Fresh Meats			\$125.81	L	F
305	9	10/11/2022	Narrogin Country Fresh Meats	CHSP SOCIAL SUPPORT GROUP OTHER EXPENSES - Sausages for Jessie House Open Day	\$125.81			
306	EFT19819	18/11/2022	Kunal Sarma			\$200.00	L	
307	REQUISITION	07/11/2022	Kunal Sarma	ADMIN - INFORMATION SYSTEMS - Laptop M/B Replacement & Data Recovery	\$200.00			
308	EFT19820	18/11/2022	Epic Fire Solutions T/As MCG Fire Services			\$319.00		
309	2447	27/10/2022	Epic Fire Solutions T/As MCG Fire Services	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Monthly inspection of FDAS and EVAC test - AS inspection requirements.	\$319.00			
310	EFT19821	18/11/2022	MC & SP Russell			\$586.63	L	PF
311	06/22	18/10/2022	MC & SP Russell	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - Reimbursement of Costs for Model Train	\$586.63			
312	EFT19822	18/11/2022	Integrated ICT			\$866.32		
313	24500	31/10/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Disaster Recovery Cloud Storage 2022/23.	\$866.32			
314	EFT19823	18/11/2022	Ground Up Building & Construction			\$9,676.95	L	
315	301	10/11/2022	Ground Up Building & Construction	ANZAC WAR MEMORIAL REPAIR & RESTORATION - Replace ceiling to the war memorial cenotaph.	\$7,373.00			
316	302	10/11/2022	Ground Up Building & Construction	SMITH ST PUBLIC TOILETS (COLES CARPARK) MAINTENANCE - New Door to Female Toilet & Storage Room With Closure, Door Furniture & Painting	\$2,303.95			
317	EFT19824	18/11/2022	IRIS Consulting Group PTY LTD			\$260.00		
318	00002081	08/11/2022	IRIS Consulting Group PTY LTD	ADMIN - RECORDS MANAGEMENT - Test Target Sheet for Scanning	\$260.00			
319	EFT19825	18/11/2022	Andrew Simpson			\$600.00		
320	17248	10/11/2022	Andrew Simpson	OTHCU - FESTIVAL & EVENTS SENIORS WEEK 2022 EVENT - Musical Show	\$600.00			

321	EFT19827	21/11/2022	Department Of Human Services			\$317.91		
322	DEDUCTION	07/11/2022	Department Of Human Services	Payroll deductions	\$317.91			
323	EFT19828	21/11/2022	Australian Services Union Western Australian Branc	Payroll deductions		\$25.90		
324	DEDUCTION	07/11/2022	Australian Services Union Western Australian Branc	Payroll deductions	\$25.90			
325	EFT19829	24/11/2022	Synergy			\$12,794.66		
326	206954341	15/07/2022	Synergy	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Electricity Usage 12/04/22 - 14/06/2022	\$120.13			
327	2089587891	12/08/2022	Synergy	MICHAEL BROWN PARK BUILDINGS OPERATIONS - Electricity Usage 15/06/22 - 11/08/22	\$123.14			
328	2085644958	18/09/2022	Synergy	HIGHBURY HALL BUILDING OPERATIONS - Electricity Usage 18/09/22 - 19/10/22	\$237.07			
329	2081657775	25/09/2022	Synergy	ROADM - STREET LIGHTING MAINTENANCE/OPERATIONS -Electricity Usage 25/09/22 - 24/10/2022	\$12,149.69			
330	2017674172	24/10/2022	Synergy	HIGHBURY PUBLIC TOILETS OPERATIONS - Electricity Usage 18/08/22 - 19/10/22	\$164.63			
331	EFT19830	24/11/2022	Narrogin Packaging			\$38.65	L	
332	00075580	13/09/2022	Narrogin Packaging	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Chem/Hand Hand Care	\$38.65			
333	EFT19831	24/11/2022	Water Corporation			\$683.69		
334	0163	07/10/2022	Water Corporation	SMITH ST PUBLIC TOILETS (COLES CARPARK) OPERATIONS - Water Usage 03/08/22/06/10/22	\$236.13			
335	0176	13/10/2022	Water Corporation	COMMUNITY GARDEN MAINTENANCE/OPERATIONS - Water Usage 10/08/22 - 12/10/22	\$285.17			
336	0160	20/10/2022	Water Corporation	Museum Building Operations - Water Usage 03/08/22 - 05/10/22	\$162.39			
337	EFT19832	24/11/2022	Susan Farrell			\$100.00	L	
338	093	26/10/2022	Susan Farrell	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Various Range of Laundry	\$100.00			
339	EFT19833	24/11/2022	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Deliveries for October 2022		\$453.00	L	F
340	OCT 22	04/11/2022	Narrogin Meals On Wheels	CHSP MEALS ON WHEELS COMMITTEE - Deliveries for October 2022	\$453.00			F
341	EFT19834	24/11/2022	Shire Of Narrogin			\$139.59		
342	REQUISITION	31/10/2022	Shire Of Narrogin	TRANSWA - AGENT LIABILITY - Commision October 2022 Ticket Sales	\$139.59			
343	EFT19835	24/11/2022	West Australian Newspapers Limited			\$1,693.60		
344	1028037520220630	30/06/2022	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMITIONS - Advertising Narrogin Narrative in Narrogin Observer - July 22	\$660.00			
345	1028037520220731	31/07/2022	West Australian Newspapers Limited	MEMBERS - ADVERTISING & PROMOTIONS - Advertising Narrogin Narrative July 2022	\$660.00			
346	1028037520220731	31/07/2022	West Australian Newspapers Limited	OTHCU - COMMUNITY CHEST - Narrogin Observer 21.07.2022	\$153.60			
347	1028037520221031	31/10/2022	West Australian Newspapers Limited	FIRE PREVENTION/BURNING/CONTROL ADVERTISING - Bushfire Directory 2022/23 Narrogin Observer 13 October 2022	\$220.00			
348	EFT19836	24/11/2022	Accessibility WA Inc.			\$1,581.35		
349	A163110	21/11/2022	Accessibility WA Inc.	Rates refund for assessment A163110 UNIT 1 99 FEDERAL STREET	\$1,581.35			
350	EFT19837	24/11/2022	Narrogin Joinery			\$1,749.00	L	
351	1780	11/11/2022	Narrogin Joinery	FITOUT OF RAILWAY STATION BUILDING - Narrogin Railway Station Signs + toilet sign	\$1,749.00			
352	EFT19838	24/11/2022	Telair Pty Ltd			\$1,500.00		
353	TA10781-040	31/10/2022	Telair Pty Ltd	VARIOUS TELEPHONE CHARGES - October 22	\$1,500.00			

354	EFT19839	24/11/2022	Southern Cross Computer Systems Pty Ltd			\$504.90		
355	SI-00008637	19/10/2022	Southern Cross Computer Systems Pty Ltd	FIRE - EXPENSED MINOR ASSET PURCHASES - Laptop additional warranty + Dock	\$504.90			
356	EFT19840	24/11/2022	Tim The Sign Man			\$198.00		
357	00031711	09/11/2022	Tim The Sign Man	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Braille Toilet Signs for Railway Station Public Toilets	\$198.00			
358	EFT19842	24/11/2022	Andrew Eyre			\$517.50		
359	REQUISITION	31/10/2022	Andrew Eyre	TOUR - CARAVAN PARK - Reimbursement for Caravan Park Fees	\$517.50			
360	EFT19843	28/11/2022	Best Office Systems			\$1,828.98	L	
361	608737	22/11/2022	Best Office Systems	VARIOUS DEPARTMENTS - Photocopier charges October 2022	\$1,828.98			
362	EFT19844	28/11/2022	Narrogin Packaging			\$115.15	L	
363	00076704	02/11/2022	Narrogin Packaging	GNARROGIN PARK MAINTENANCE/OPERATIONS - 3 x Sprinkler	\$92.40			
364	00076706	02/11/2022	Narrogin Packaging	PARKS & GARDENS MAINTENANCE - Primer and Glue	\$22.75			
365	EFT19845	28/11/2022	Australia Post			\$1,354.17		
366	1011951253	03/11/2022	Australia Post	VARIOUS DEPARTMENTS - Postal Charges October 2022	\$1,354.17			
367	EFT19846	28/11/2022	Great Southern Fuels			\$824.60	L	
368	19011653	24/10/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 2 Stroke/unleaded drum mix 200L	\$371.11			
369	19011825	07/11/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS - 200L Unleaded	\$366.94			
370	19011824	07/11/2022	Great Southern Fuels	STOCK - PURCHASE OF STOCK MATERIALS	\$86.55			
371	EFT19847	28/11/2022	Narrogin Fruit Market			\$429.18	L	
372	000420221101747	17/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Milk for office	\$9.90			
373	00042022102467	24/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly office order	\$44.40			
374	00042022102795	27/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS	\$9.90			
375	0008202210313	31/10/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Weekly office order	\$68.85			
376	0008202211076	07/11/2022	Narrogin Fruit Market	OTHUL - AUSTRALIA DAY - Australia Day and Honours Advisory Group Meeting	\$117.60			
377	0008202211072	07/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS	\$55.26			
378	00042022111151	11/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS	\$9.90			
379	00042022111462	14/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS	\$69.38			
380	00042022111461	14/11/2022	Narrogin Fruit Market	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS	\$43.99			
381	EFT19848	28/11/2022	Knightline Computers			\$43.85	L	
382	00077606	18/11/2022	Knightline Computers	TOUR- VISITORS CENTRE BUILDING OPERATIONS - Printer/Copier Supplies	\$43.85			
383	EFT19849	28/11/2022	Narrogin Carpets & Curtains			\$6,380.00	L	
384	B010039	28/10/2022	Narrogin Carpets & Curtains	BUILDING MAINTENANCE - OLD JEWELLERS SHOP - Supply and Installation of New Flooring	\$6,380.00			
385	EFT19850	28/11/2022	Makit Narrogin Hardware			\$687.28	L	
386	114714	03/10/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Maintenance Supplies	\$429.40			
387	114763	26/10/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Maintenance Supplies	\$257.88			

388	EFT19851	28/11/2022	It Vision			\$1,375.00		
389	37718	31/10/2022	It Vision	ADMIN - TRAINING AND DEVELOPMENT - IT Vision Rates Training	\$1,375.00			
390	EFT19852	28/11/2022	Narrogin Bearing Service			\$67.41	L	
391	IN201713	08/11/2022	Narrogin Bearing Service	NO4719 2019 JOHN DEERE 620G GRADER (P978) - Supply of 4 x air line connectors	\$67.41			
392	EFT19853	28/11/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)			\$1,518.36	L	
393	6412749170	12/09/2022	Goodyear Dunlop Tyres Pty Ltd (Beaurepaires)	NO3 2020 NISSAN UD TIP TRUCK (WORKS) - Remington Steer Tyres x4	\$1,518.36			
394	EFT19854	28/11/2022	A & A Corasaniti Building Contractors Pty Ltd			\$880.00	L	
395	369	08/11/2022	A & A Corasaniti Building Contractors Pty Ltd	SANOTH - WASTE COLLECTION - Removal of Illegally Disposed Asbestos - Lions Lookout	\$880.00			
396	EFT19855	28/11/2022	Marketforce Pty Ltd			\$277.46		
397	45693	26/10/2022	Marketforce Pty Ltd	ADMIN - ADVERTISING - Lease of Part 3 39-45 Federal Street - Skillhire	\$277.46			
398	EFT19856	28/11/2022	Melchiorre Plumbing & Gas			\$160.60	L	
399	1933	13/11/2022	Melchiorre Plumbing & Gas	LIB - GENERAL OFFICE EXPENSES - Replace Tap in Toilet	\$160.60			
400	EFT19857	28/11/2022	Narrogin Pumps Solar And Spraying			\$33.23		
401	00045499	31/10/2022	Narrogin Pumps Solar And Spraying	THOMAS HOGG OVAL TOILET FACILITY DEMOLITION - 2 x bushes and 1 x Barrell Union	\$33.23			
402	EFT19858	28/11/2022	Narrogin Bargain Barn			\$610.00	L	
403	31	02/11/2022	Narrogin Bargain Barn	FITOUT OF RAILWAY STATION BUILDING - Railway Station Supplies	\$610.00			
404	EFT19859	28/11/2022	Narrogin Croquet Club Inc.			\$240.00	L	
405	07112022	07/11/2022	Narrogin Croquet Club Inc.	ADMIN - TRAINING & DEVELOPMENT - Weekly Green Fees x24	\$240.00			
406	EFT19860	28/11/2022	Educational Art Supplies			\$123.53		
407	3541560	03/11/2022	Educational Art Supplies	LIB - OFFICE EXPENDITURE - Art and craft materials	\$123.53			
408	EFT19861	28/11/2022	Easifleet			\$2,066.64		
409	171122	17/11/2022	Easifleet	NOVATED LEASES - Employee Expenses Pay Date 07/11/2022	\$2,066.64			
410	EFT19862	28/11/2022	Gd & Ja Stevens gd & Ja Stevens			\$363.00	L	
411	1473	31/10/2022	Gd & Ja Stevens gd & Ja Stevens	OLD JEWELLERY STORE- 84 Federal street Wall Patched	\$363.00			
412	EFT19863	28/11/2022	Kulker Carpentry And Construction			\$3,349.50	L	
413	IV000000000761	08/11/2022	Kulker Carpentry And Construction	FITOUT OF RAILWAY STATION BUILDING - Final fitout	\$2,156.00			
414	IV000000000762	08/11/2022	Kulker Carpentry And Construction	RAILWAY STATION RESORTATION COVID RECOVERY PROJECT - Supply & install door stops, scotia & shower screen	\$1,193.50			
415	EFT19864	28/11/2022	Divine's Coffee Cups			\$450.00	L	
416	00036	08/11/2022	Divine's Coffee Cups	CATERING - Catering for MBS 09/11/2022 9 people	\$450.00			
417	EFT19865	28/11/2022	Manisha Barthakur			\$82.00	L	
418	07112022	07/11/2022	Manisha Barthakur	ADMIN - TRAINING & DEVELOPMENT - Travel & Accomodation	\$82.00			
419	EFT19866	28/11/2022	Integrated ICT			\$2,651.99		
420	24196	18/10/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - NBN 2 inks for 2022/23	\$198.00			

421	24261	21/10/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Preventative Server Monthly Maintenance Oct 2022	\$651.20			
422	24270	24/10/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - Office 365 licenses	\$1,615.57			
423	24312	25/10/2022	Integrated ICT	ADMIN - INFORMATION SYSTEMS - M365 Exclaimer Signatures for 2022/23	\$187.22			
424	EFT19867	28/11/2022	Libero Systems Pty Ltd			\$8,302.95		
425	62971	01/10/2022	Libero Systems Pty Ltd	LIB - SUBSCRIPTIONS & MEMBERSHIPS - Libero SAAS 01/10/2022 to 30/09/2023	\$8,302.95			
426	EFT19868	28/11/2022	Forms Express Pty Ltd			\$603.64		
427	242021	14/10/2022	Forms Express Pty Ltd	RATES - PRINTING AND STATIONERY - Installment reminder/Final notices	\$603.64			
428	EFT19869	30/11/2022	Department Of Human Services			\$317.91		
429	DEDUCTION	21/11/2022	Department Of Human Services	Payroll deductions	\$317.91			
430	EFT19870	30/11/2022	Australian Services Union Western Australian Branc			\$25.90		
431	DEDUCTION	21/11/2022	Australian Services Union Western Australian Branc	Payroll deductions	\$25.90			
432	EFT19871	30/11/2022	East Narrogin Primary School			\$50.00	L	
433	DONATION	01/11/2022	East Narrogin Primary School	MEMBERS - DONATIONS TO COMMUNITY GROUPS - Donation to Year 6 End of Year Awards 2022	\$50.00			
434	EFT19872	30/11/2022	Narrogin Packaging			\$50.40	L	F
435	00073940	26/05/2022	Narrogin Packaging	CHSP - GENERAL EXPENDITURE - Trigger Spray and Spray Bottles	\$50.40			
436	EFT19873	30/11/2022	Narrogin Fruit Market			\$36.51	L	
437	00042022110796	07/11/2022	Narrogin Fruit Market	PWO - GENERAL OFFICE EXPENSES - Weekly Depot Order	\$36.51			
438	EFT19874	30/11/2022	Water Corporation			\$1,455.06		
439	0160	06/10/2022	Water Corporation	ADMIN OFFICE BUILDING OPERATIONS - Water Usage 03/08/2022 - 05/10/2022	\$519.59			
440	0124	06/10/2022	Water Corporation	THOMAS HOGG OVAL BUILDINGS OPERATIONS - Water Usage 04/08/22 - 05/10/2022	\$181.49			
441	0124	06/10/2022	Water Corporation		\$187.67			
442	0154	07/10/2022	Water Corporation	SENIOR CITIZEN CENTRE BUILDING OPERATING EXPENSES - Water Usage 03/08/2022 - 06/10/2022	\$444.21			
443	0175	10/10/2022	Water Corporation	OLD SHIRE OFFICE BUILDING OPERATIONS - Water Usage 3/08/22 to 7/10/22	\$122.10			
444	EFT19875	30/11/2022	Kleenheat Gas			\$11,683.78		
445	OCTOBER 2022	14/11/2022	Kleenheat Gas	ADMIN OFFICE BUILDING OPERATIONS - Electricity Usage 01/10/2022 to 31/10/2022	\$634.87			
446	OCTOBER 2022	14/11/2022	Kleenheat Gas	NRLC - UTILITY - ELECTRICITY - Electricity Usage 01/10/2022 to 31/10/2022	\$11,048.91			
447	EFT19876	30/11/2022	Makit Narrogin Hardware			\$218.00	L	
448	114736	12/10/2022	Makit Narrogin Hardware	VARIOUS DEPARTMENTS - Various Items	\$218.00			
449	EFT19877	30/11/2022	Narrogin Agricultural Repairs			\$79.20	L	
450	266462	11/11/2022	Narrogin Agricultural Repairs	SMALL PLANT - HOMECARE - Hedgetrimmer Strip & Clean Carborator & Service	\$79.20			
451	EFT19878	30/11/2022	Narrogin Newsagency			\$1,969.48	L	
452	302428	01/11/2022	Narrogin Newsagency	VARIOUS DEPARTMENTS - Monthly Stationary Order October 2022	\$655.66			

453	302385	01/11/2022	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Monthly Stationary Order October	\$1,008.33			
454	302362	01/11/2022	Narrogin Newsagency	LIB - PRINTING & STATIONERY - Newspaper Deliveries October 2022	\$105.67			
455	302385.1	01/11/2022	Narrogin Newsagency	ADMIN - PRINTING & STATIONERY - Newspaper deliveries October 2022	\$16.60			
456	302672	14/11/2022	Narrogin Newsagency	VARIOUS DEPARTMENTS - Stationary	\$117.32			
457	302694	15/11/2022	Narrogin Newsagency	Various Departments - Stationary	\$27.31			
458	302931	29/11/2022	Narrogin Newsagency	VARIOUS DEPARTMENTS - Stationary	\$38.59			
459	EFT19879	30/11/2022	Narrogin Betta Home Living			\$799.00	L	F
460	25710068278	08/11/2022	Narrogin Betta Home Living	CHCP -CLIENT PURCHASES - LG A9N Multi Stick Vacuum Bohemian Red for Client	\$799.00			
461	EFT19880	30/11/2022	Narrogin Glass & Quick Fit Windscreens			\$351.11	L	
462	00059457	20/10/2022	Narrogin Glass & Quick Fit Windscreens	NO03 2021 ISUZU D-MAX (P8165) - Supply and fit left hand door glass	\$351.11			
463	EFT19881	30/11/2022	Public Transport Authority			\$771.16		
464	OCTOBER 22	31/10/2022	Public Transport Authority	TRANSWA - AGENT LIABILITY - Transwa Ticket Sales October 2022	\$771.16			
465	EFT19882	30/11/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota			\$25,954.22	L	
466	PI23053455	09/08/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	SMALL PLANT - HOMECARE - Harness Double Shoulder for Whipper Snipper	\$132.94			
467	RI21100552	27/09/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NARROGIN REGIONAL HOMECARE UTE - New Toyota Hilux Workmate ute	\$24,736.51			F
468	JC24035346	30/09/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN10179 2018 TOYOTA HIACE (P11) - Replace Step Actuators & Supply Struts	\$751.30			
469	JC24035555	10/10/2022	Octave Holdings Pty Ltd T/A Narrogin Toyota	NGN847 MAZDA CX-5 AUTO MAXX SPORT - 30,000km Service	\$333.47			
470	EFT19883	30/11/2022	Country Paint Supplies			\$63.75	L	F
471	4801007512	03/11/2022	Country Paint Supplies	CHSP - GENERAL EXPENDITURE - Paint supplies - Jessie House Open Day	\$63.75			
472	EFT19884	30/11/2022	Guy Maley			\$67.00	L	
473	29112022	29/11/2022	Guy Maley	ANIMAL - ANIMAL DESTRUCTION - Reimbursement Firearms Licence	\$67.00			
474	EFT19885	30/11/2022	Toll Transport Pty Ltd			\$80.11		
475	0558-T740710	30/10/2022	Toll Transport Pty Ltd	VARIOUS LOCATIONS - Freight	\$80.11			
476	EFT19886	30/11/2022	New Security Installations Pty Ltd			\$1,144.00		F
477	00015677	08/11/2022	New Security Installations Pty Ltd	CHCP - SECURITY SYSTEM - Commercial Welfare Check-IN Monitoring charged annually for period 13/12/22 to 12/12/2023	\$1,144.00			
478	EFT19887	30/11/2022	A & A Corasaniti Building Contractors Pty Ltd			\$4,361.50	L	
479	370	17/11/2022	A & A Corasaniti Building Contractors Pty Ltd	ANZAC WAR MEMORIAL REPAIR & RESTORATION - Various Repairs	\$4,361.50			
480	EFT19888	30/11/2022	West Australian Newspapers Limited			\$2,040.00		
481	102803752020831	31/08/2022	West Australian Newspapers Limited	ADVERTISING - Narrogin Narrative August 2022	\$680.00			
482	102803752020930	30/09/2022	West Australian Newspapers Limited	ADVERTISING - Narrogin Narrative September 2022	\$680.00			
483	1028037520221031	31/10/2022	West Australian Newspapers Limited	ADVERTISING - Narrogin Narrative October 2022	\$680.00			
484	EFT19889	30/11/2022	Narrogin Pumps Solar And Spraying			\$1,979.10	L	
485	00044484	13/09/2022	Narrogin Pumps Solar And Spraying	SMALL PLANT - Parts to repair spray unit	\$179.81			
486	17117	10/10/2022	Narrogin Pumps Solar And Spraying	CARAVAN PARK GENERAL MAINTENANCE/OPERATIONS - Repair to Pump	\$99.99			

487	00045095	13/10/2022	Narrogin Pumps Solar And Spraying	CARAVAN PARK ABLUTION BLOCK (NEW) BUILDING MAINTENANCE - Pump start relay	\$264.00				F
488	00045167	17/10/2022	Narrogin Pumps Solar And Spraying	SMALL PLANT - New Weed Spray Unit	\$1,386.00				
489	00045227	18/10/2022	Narrogin Pumps Solar And Spraying	NO401 1992 MITSUBISHI FLO CON UNIT - Screen Mesh Filter	\$49.30				
490	EFT19890	30/11/2022	Ross Storey			\$500.00	L		PF
491	STOREY	14/11/2022	Ross Storey	WALK CYCLE & MOUNTAIN BIKE TRAILS PROJECTS - Design for a triangular decal at Gnarogin Park on the Noongar Dreaming Path	\$500.00				
492	EFT19891	30/11/2022	State Law Publisher			\$249.60			
493	17273	10/11/2022	State Law Publisher	MEMBERS - ADVERTISING & PROMOTIONS - Amendment to Local Law 2022 - Government Gazette	\$249.60				
494	EFT19892	30/11/2022	United Security Enforcement Corporation			\$158.40			
495	00012790	10/10/2022	United Security Enforcement Corporation	LYDEKER DEPOT BUILDING OPERATIONS - Alarm Response Depot 8/10/2022	\$158.40				
496	EFT19893	30/11/2022	Griffin Valuation Advisory			\$1,760.00			
497	2090	11/11/2022	Griffin Valuation Advisory	ADMIN - CONSULTANTS - 2022 Valuations Additional Work	\$1,760.00				
498	EFT19894	30/11/2022	Northstar Asset Trust T/a Artistralia Pty Ltd			\$462.00			
499	00012136	13/11/2022	Northstar Asset Trust T/a Artistralia Pty Ltd	OTHUL - AUSTRALIA DAY - Movie screening rights - Rams Australia Day movie event	\$462.00				
500	EFT19895	30/11/2022	Wirtgen Australia Pty Ltd			\$466.43			
501	1900080713	10/11/2022	Wirtgen Australia Pty Ltd	NO4929 2015 HAMM 3520HT STEEL VIBE ROLLER (P8518) - Supply only of service filters	\$456.41				
502	1900080711	10/11/2022	Wirtgen Australia Pty Ltd	NO4929 2015 HAMM 3520HT STEEL VIBE ROLLER P8518 - Replacement Key	\$10.02				
503	EFT19896	30/11/2022	O'Rourke Electric Services			\$489.50	L		
504	INV-2008	12/11/2022	O'Rourke Electric Services	ADMIN OFFICE BUILDING MAINTENANCE - ELECTRICAL - Replace LED light panel.	\$489.50				
505	EFT19897	30/11/2022	Narrogin Skip Bin Service			\$196.00	L		
506	INV-1566	31/10/2022	Narrogin Skip Bin Service	LYDEKER DEPOT BUILDING MAINTENANCE - Service/rental for month of October 2022	\$196.00				
507	EFT19898	30/11/2022	Farmworks Narrogin Pty Ltd			\$300.30	L		F
508	96512	09/11/2022	Farmworks Narrogin Pty Ltd	CHSP - GENERAL EXPENDITURE - Roundup Ultramax 20LT	\$300.30				
509	EFT19899	30/11/2022	The White Family Trust T/a Narrogin Valley Stockfeed			\$138.95	L		
510	NVS97972	10/11/2022	The White Family Trust T/a Narrogin Valley Stockfeed	ANIMAL - ANIMAL POUND OPERATIONS - Dog Food	\$80.00				
511	NVS98709	21/11/2022	The White Family Trust T/a Narrogin Valley Stockfeed	ANIMAL - ANIMAL POUND MAINTENANCE - Antiseptic spray & cream	\$58.95				
512	EFT19900	30/11/2022	Wandering Wheatbelt Wine Awards			\$1,000.00			
513	2023-04	15/11/2022	Wandering Wheatbelt Wine Awards	TOUR - PUBLIC RELATIONS & AREA PROMOTION - Sponsorship Wandering Autumn Graze 2023	\$1,000.00				
514	EFT19901	30/11/2022	St John Ambulance - Narrogin Sub Centre			\$104.96	L		
515	CYINV00301566	09/11/2022	St John Ambulance - Narrogin Sub Centre	WORKS - OHS AND TOOLBOX MEETINGS - Large First Aid Kit for Depot	\$104.96				
516	EFT19902	30/11/2022	Elgas			\$10,354.49			
517	0361052381	10/11/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied	\$2,919.00				
518	0361053806	17/11/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied	\$7,435.49				

519	EFT19903	30/11/2022	New Cornwall Hotel			\$450.00	L	
520	21112022	21/11/2022	New Cornwall Hotel	MEMBERS - CIVIC FUNCTIONS, REFRESHMENTS & RECEPTIONS - Catering for October Council Meeting 15 people.	\$450.00			
521	EFT19904	30/11/2022	Thing-a-me-bobs			\$6.00	L	F
522	1165	11/11/2022	Thing-a-me-bobs	CHSP - GENERAL EXPENDITURE - Jessie House Crafts	\$6.00			
523	EFT19905	30/11/2022	Narrogin Podiatry			\$65.00	L	F
524	0001085	08/11/2022	Narrogin Podiatry	CHCP -CLIENT PURCHASES - Client Podiatry Appointment	\$65.00			
525	EFT19906	30/11/2022	Jennifer Fowler			\$525.00	L	F
526	285	03/11/2022	Jennifer Fowler	CHCP -CLIENT PURCHASES - Aged care consultancy	\$525.00			
527	EFT19907	30/11/2022	Edwards Isuzu Ute			\$260.07	L	
528	27802	20/09/2022	Edwards Isuzu Ute	NO592 2021 ISUZU D-MAX 4X4 SX SINGLE CAB (LH PARKS & GARDENS) (P21) - Filters for service	\$260.07			
529	EFT19908	30/11/2022	Lite n' Easy Pty Ltd			\$305.55		F
530	6526627	27/09/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy Meals - Meals for Client	\$99.45			
531	6562897	18/10/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Lite n Easy Meals - Client Meals	\$103.05			
532	6588623	01/11/2022	Lite n' Easy Pty Ltd	CHCP -CLIENT PURCHASES - Client Meals	\$103.05			
533	EFT19909	30/11/2022	Bossea Pty Ltd			\$88.00	L	
534	INV-6825	11/11/2022	Bossea Pty Ltd	ADMIN - OFFICE EQUIPMENT MTCE - Collect & Deliver Confidential Bin 10/11/2022	\$88.00			
535	EFT19910	30/11/2022	Southern Cross Computer Systems Pty Ltd			\$15,593.60		
536	SI-00009447	26/10/2022	Southern Cross Computer Systems Pty Ltd	IT UPGRADES AS PER ASSET MANAGEMENT PLAN(ALTUS PO & OTHER IT ASSETS) - 12 X HP ProBook Mini	\$15,593.60			
537	EFT19911	30/11/2022	Duncan Hall			\$650.00		
538	61	31/10/2022	Duncan Hall	ROAD MAINTENANCE GENERAL EXPENSES - Encode Location Data to Video	\$650.00			
539	EFT19912	30/11/2022	PYNC Invasive Animal Control			\$375.00	L	
540	5	14/11/2022	PYNC Invasive Animal Control	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Inspection of Pigeon ingress & removal proposal.	\$375.00			
541	EFT19913	30/11/2022	Talis Consultings Pty Ltd Atf Talis Unit Trust			\$8,800.00		
542	26800	31/10/2022	Talis Consultings Pty Ltd Atf Talis Unit Trust	OTHGOV - VALUATION EXPENSES - Desktop valuation of Infrastructure assets 2021/22	\$8,800.00			
543	EFT19914	30/11/2022	Bocchetta Plush Toys			\$681.50		
544	INV-16101	14/11/2022	Bocchetta Plush Toys	TOUR- VISITORS CENTRE BUILDING OPERATIONS - DCVC bocchetta plush toys restock	\$681.50			
545	EFT19915	30/11/2022	All Events Hire and Production			\$784.70		F
546	AE01332	15/11/2022	All Events Hire and Production	TOWN HALL (FEDERAL ST) BUILDING MAINTENANCE - Reconfiguring Town Hall Stagelights	\$784.70			
547	EFT19916	30/11/2022	Coles			\$1,220.21	L	
548	188	31/10/2022	Coles	VARIOUS DEPARTMENTS - Coles Account October 2022	\$1,220.21			
				EFT Total	\$662,108.91	\$662,108.91		

Serial	Direct Debit	Date	Name	Description	Amount		Type	Funding
549	DD8208.1	07/11/2022	Elgas			\$22,001.37		
550	0360908219	11/08/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5,300.0L, GST	\$6,764.55			
551	0360835465	29/09/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 5236.0L, GST	\$6,682.86			
552	0360834732	22/09/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 6702.0L, GST	\$8,553.96			
553	DD8219.1	07/11/2022	Aware Super			\$16,691.51		
554	SUPER	07/11/2022	Aware Super	Superannuation contributions	\$14,318.11			
555	DEDUCTION	07/11/2022	Aware Super	Payroll deductions	\$260.00			
556	DEDUCTION	07/11/2022	Aware Super	Payroll deductions	\$150.00			
557	DEDUCTION	07/11/2022	Aware Super	Payroll deductions	\$204.45			
558	DEDUCTION	07/11/2022	Aware Super	Payroll deductions	\$369.55			
559	DEDUCTION	07/11/2022	Aware Super	Payroll deductions	\$488.08			
560	DEDUCTION	07/11/2022	Aware Super	Payroll deductions	\$901.32			
561	DD8219.2	07/11/2022	Rest Superannuation			\$244.65		
562	SUPER	07/11/2022	Rest Superannuation	Superannuation contributions	\$244.65			
563	DD8219.3	07/11/2022	Essential Super			\$443.94		
564	SUPER	07/11/2022	Essential Super	Superannuation contributions	\$443.94			
565	DD8219.4	07/11/2022	Mercer Super Trust			\$175.83		
566	SUPER	07/11/2022	Mercer Super Trust	Superannuation contributions	\$175.83			
567	DD8219.5	07/11/2022	Colonial First State			\$957.47		
568	SUPER	07/11/2022	Colonial First State	Superannuation contributions	\$828.50			
569	DEDUCTION	07/11/2022	Colonial First State	Payroll deductions	\$128.97			
570	DD8219.6	07/11/2022	Bt Super For Life			\$902.24		
571	SUPER	07/11/2022	Bt Super For Life	Superannuation contributions	\$776.92			
572	DEDUCTION	07/11/2022	Bt Super For Life	Payroll deductions	\$125.32			
573	DD8219.7	07/11/2022	Care Super			\$115.76		
574	SUPER	07/11/2022	Care Super	Superannuation contributions	\$115.76			
575	DD8219.8	07/11/2022	MyNorth Super			\$293.66		
576	SUPER	07/11/2022	MyNorth Super	Superannuation contributions	\$293.66			
577	DD8219.9	07/11/2022	Mlc Masterkey			\$391.69		
578	SUPER	07/11/2022	Mlc Masterkey	Superannuation contributions	\$391.69			
579	DD8239.1	21/11/2022	Australian Taxation Office			\$44,924.68		
580	PAYGPPE07.11.022	21/11/2022	Australian Taxation Office	PAYG Tax Withholding PPE 1/11/2022 & 07/11/2022	\$44,924.68			
581	DD8256.1	21/11/2022	Aware Super			\$16,760.88		

582	SUPER	21/11/2022	Aware Super	Superannuation contributions	\$14,378.28			
583	DEDUCTION	21/11/2022	Aware Super	Payroll deductions	\$260.00			
584	DEDUCTION	21/11/2022	Aware Super	Payroll deductions	\$150.00			
585	DEDUCTION	21/11/2022	Aware Super	Payroll deductions	\$207.16			
586	DEDUCTION	21/11/2022	Aware Super	Payroll deductions	\$359.63			
587	DEDUCTION	21/11/2022	Aware Super	Payroll deductions	\$476.06			
588	DEDUCTION	21/11/2022	Aware Super	Payroll deductions	\$929.75			
589	DD8256.2	21/11/2022	Rest Superannuation			\$231.20		
590	SUPER	21/11/2022	Rest Superannuation	Superannuation contributions	\$231.20			
591	DD8256.3	21/11/2022	Essential Super			\$446.74		
592	SUPER	21/11/2022	Essential Super	Superannuation contributions	\$446.74			
593	DD8256.4	21/11/2022	Mercer Super Trust			\$163.65		
594	SUPER	21/11/2022	Mercer Super Trust	Superannuation contributions	\$163.65			
595	DD8256.5	21/11/2022	Colonial First State			\$957.47		
596	SUPER	21/11/2022	Colonial First State	Superannuation contributions	\$828.50			
597	DEDUCTION	21/11/2022	Colonial First State	Payroll deductions	\$128.97			
598	DD8256.6	21/11/2022	Bt Super For Life			\$1,016.56		
599	SUPER	21/11/2022	Bt Super For Life	Superannuation contributions	\$866.97			
600	DEDUCTION	21/11/2022	Bt Super For Life	Payroll deductions	\$149.59			
601	DD8256.7	21/11/2022	Care Super			\$208.37		
602	SUPER	21/11/2022	Care Super	Superannuation contributions	\$208.37			
603	DD8256.8	21/11/2022	MyNorth Super			\$283.70		
604	SUPER	21/11/2022	MyNorth Super	Superannuation contributions	\$283.70			
605	DD8256.9	21/11/2022	Mlc Masterkey			\$399.89		
606	SUPER	21/11/2022	Mlc Masterkey	Superannuation contributions	\$399.89			
607	DD8257.1	24/11/2022	Telstra			\$2,065.72		
608	K 680785401-9	24/11/2022	Telstra	VARIOUS DEPARTMENTS - Telephone Charges October 2022	\$2,065.72			
609	DD8258.1	11/11/2022	Elgas			\$7,913.25		
610	0360839326	14/09/2022	Elgas	NRLC - UTILITY - GAS - Gas Supplied 6200.0 L GST	\$7,913.25			
611	DD8259.1	25/11/2022	Telstra			\$2,072.03		
612	K 8010504 490-4	27/10/2022	Telstra	VARIOUS DEPARTMENTS - Telephone Charges	\$2,072.03			
613	DD8267.1	25/11/2022	Easifleet			\$924.70		
614	165969	25/11/2022	Easifleet	FIRE - MOTOR VEHICLE EXPENSES - Lease of Holdon Colorado (NGN12398) for Bushfire Risk Planning Co-Ordinator November 2022	\$924.70			
615	DD8268.1	04/11/2022	Elders Real Estate Pty Ltd			\$350.00	L	

616	EMTRS RENT 04112022	04/11/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 04/11/2022	\$350.00			
617	DD8268.2	11/11/2022	Elders Real Estate Pty Ltd			\$350.00	L	
618	EMTRS RENT 11112022	11/11/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 11/11/2022	\$350.00			
619	DD8268.3	18/11/2022	Elders Real Estate Pty Ltd			\$350.00	L	
620	EMTRS RENT 18112022	18/11/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 18/11/2022	\$350.00			
621	DD8268.4	25/11/2022	Elders Real Estate Pty Ltd			\$350.00	L	
622	EMTRS RENT 25112022	25/11/2022	Elders Real Estate Pty Ltd	EMTRS STAFF HOUSING RENTAL PROPERTY EXPENSES - Rent Week Ending 25/11/2022	\$350.00			
623	DD8268.5	15/11/2022	Sandwai Pty Ltd			\$1,100.00		
624	15112022	15/11/2022	Sandwai Pty Ltd	CHSP - INFORMATION SYSTEMS - Monthly Charges November 2022	\$1,100.00			
625	DD8268.6	03/11/2022	Keenan & Tania Wenning			\$1,386.67	L	
626	EMDRS 03112022	03/11/2022	Keenan & Tania Wenning	EMDRS STAFF HOUSING RENTAL PROPERTY EXPENSES -Rent & Internet 03/11/2022	\$1,386.67			
627	DD8280.1	30/11/2022	Australian Taxation Office			\$43,207.00		
628	PAYGPPE21.11.2022	30/11/2022	Australian Taxation Office	PAYG NOVEMBER - PPE 21/11/2022	\$43,207.00			
629	DD8219.10	07/11/2022	Public Sector Superannuation Accumulation Plan			\$214.59		
630	SUPER	07/11/2022	Public Sector Superannuation Accumulation Plan	Superannuation contributions	\$214.59			
631	DD8219.11	07/11/2022	AMP Life Limited			\$92.97		
632	SUPER	07/11/2022	AMP Life Limited	Superannuation contributions	\$92.97			
633	DD8219.12	07/11/2022	Ausralian Retirement Trust			\$794.39		
634	SUPER	07/11/2022	Ausralian Retirement Trust	Superannuation contributions	\$611.07			
635	DEDUCTION	07/11/2022	Ausralian Retirement Trust	Payroll deductions	\$183.32			
636	DD8219.13	07/11/2022	Vision Super Saver			\$302.92		
637	SUPER	07/11/2022	Vision Super Saver	Superannuation contributions	\$302.92			
638	DD8219.14	07/11/2022	Bt Superwrap			\$489.61		
639	DEDUCTION	07/11/2022	Bt Superwrap	Payroll deductions	\$114.93			
640	SUPER	07/11/2022	Bt Superwrap	Superannuation contributions	\$374.68			
641	DD8219.15	07/11/2022	Host Plus			\$1,160.70		
642	SUPER	07/11/2022	Host Plus	Superannuation contributions	\$945.72			
643	DEDUCTION	07/11/2022	Host Plus	Payroll deductions	\$214.98			
644	DD8219.16	07/11/2022	Australiansuper			\$2,724.90		
645	DEDUCTION	07/11/2022	Australiansuper	Payroll deductions	\$160.43			
646	SUPER	07/11/2022	Australiansuper	Superannuation contributions	\$2,564.47			
647	DD8219.17	07/11/2022	Hesta Superannuation			\$287.44		
648	SUPER	07/11/2022	Hesta Superannuation	Superannuation contributions	\$287.44			
649	DD8219.18	07/11/2022	Bt Super For Life			\$141.27		

650	SUPER	07/11/2022	Bt Super For Life	Superannuation contributions	\$141.27			
651	DD8219.19	07/11/2022	Cbus Super Fund			\$336.82		
652	SUPER	07/11/2022	Cbus Super Fund	Superannuation contributions	\$336.82			
653	DD8219.20	07/11/2022	Prime Super			\$642.74		
654	SUPER	07/11/2022	Prime Super	Superannuation contributions	\$642.74			
655	DD8256.10	21/11/2022	Public Sector Superannuation Accumulation Plan			\$214.59		
656	SUPER	21/11/2022	Public Sector Superannuation Accumulation Plan	Superannuation contributions	\$214.59			
657	DD8256.11	21/11/2022	AMP Life Limited			\$121.09		
658	SUPER	21/11/2022	AMP Life Limited	Superannuation contributions	\$121.09			
659	DD8256.12	21/11/2022	Ausralian Retirement Trust			\$794.39		
660	SUPER	21/11/2022	Ausralian Retirement Trust	Superannuation contributions	\$611.07			
661	DEDUCTION	21/11/2022	Ausralian Retirement Trust	Payroll deductions	\$183.32			
662	DD8256.13	21/11/2022	Vision Super Saver			\$302.92		
663	SUPER	21/11/2022	Vision Super Saver	Superannuation contributions	\$302.92			
664	DD8256.14	21/11/2022	Bt Superwrap			\$461.52		
665	DEDUCTION	21/11/2022	Bt Superwrap	Payroll deductions	\$114.93			
666	SUPER	21/11/2022	Bt Superwrap	Superannuation contributions	\$346.59			
667	DD8256.15	21/11/2022	Host Plus			\$1,171.74		
668	SUPER	21/11/2022	Host Plus	Superannuation contributions	\$956.76			
669	DEDUCTION	21/11/2022	Host Plus	Payroll deductions	\$214.98			
670	DD8256.16	21/11/2022	Australiansuper			\$2,713.70		
671	DEDUCTION	21/11/2022	Australiansuper	Payroll deductions	\$158.89			
672	SUPER	21/11/2022	Australiansuper	Superannuation contributions	\$2,554.81			
673	DD8256.17	21/11/2022	Hesta Superannuation			\$204.20		
674	SUPER	21/11/2022	Hesta Superannuation	Superannuation contributions	\$204.20			
675	DD8256.18	21/11/2022	Bt Super For Life			\$135.40		
676	SUPER	21/11/2022	Bt Super For Life	Superannuation contributions	\$135.40			
677	DD8256.19	21/11/2022	Cbus Super Fund			\$330.13		
678	SUPER	21/11/2022	Cbus Super Fund	Superannuation contributions	\$330.13			
679	DD8256.20	21/11/2022	Prime Super			\$663.04		
680	SUPER	21/11/2022	Prime Super	Superannuation contributions	\$663.04			
				Direct Debit Total	\$181,981.70	\$181,981.70		
	Credit Card	Date	Name	Description	Amount	Card Totals	Type	funding

681						\$9,846.02		
682	DSOCT1822	19/10/2022	General Credit Card Purchases	ADMIN IT UPGRADES - HP ProBook x3 and Bags	\$4,210.92			
683	DSOCT1922	28/10/2022	General Credit Card Purchases	VARIOUS VEHICLES Plate Change	\$91.50			
684	PROCT0122	30/09/2022	General Credit Card Purchases	CHSP + CHCP GENERAL OFFICE EXPENSES - Various Items	\$94.00			F
685	PROCT0222	03/10/2022	General Credit Card Purchases	CHSP + CHCP GENERAL OFFICE EXPENSES - Various Items	\$52.00			F
686	PROCT0322	12/10/2022	General Credit Card Purchases	CHCP GENERAL OFFICE EXPENSES - Bankruptcy Check	\$49.50			F
687	PROCT04+0522	14/10/2022	General Credit Card Purchases	CHCP GENERAL OFFICE EXPENSES - Bankruptcy Check x2	\$99.00			F
688	PROCT0622	17/10/2022	General Credit Card Purchases	CHCP GENERAL OFFICE EXPENSES - Mosaic Kits	\$370.00			F
689	PROCT0722	24/10/2022	General Credit Card Purchases	NGN182 TOYOTA HILUX - Fuel Purchase	\$95.06			
690	MFOCT0322	13/10/2022	General Credit Card Purchases	OTHCUL OTHER EXPENDITURE - Temporary fence panels x20	\$1,906.25			
691	MFOCT0422	17/10/2022	General Credit Card Purchases	LIBRARY GENERAL OFFICE EXPENSES - Chairs for Public Area x3	\$757.00			
692	MFOCT0522	18/10/2022	General Credit Card Purchases	VARIOUS DEPARTMENT - Greeting Messages October 2022	\$151.80			
693	MFOCT0622	20/10/2022	General Credit Card Purchases	CLAYTON OVAL MAINTENANCE - Turf cutter hire	\$255.65			
694	MFOCT0722	24/10/2022	General Credit Card Purchases	ADMIN TRAINING & DEVELOPEMTN - Accomocation iNnovate Conference x2 nights	\$415.74			
695	MFOCT0822	26/10/2022	General Credit Card Purchases	LIBRARY EXTENSION - Planning Approval Fee	\$1,280.00			
696	DSOCT1722	17/10/2022	General Credit Card Purchases	FIRE PREVENTION/BURNING/CONTROL - Monthly Charges September 2022	\$17.60			
				Credit Card Total	\$9,846.02			

ABBREVIATIONS	
PF	Partially Funded
I	Insurance
F	Funded
L	Local Supplier
R	Recoverable
PR	Partially Recoverable
* Please note Payroll totals	

Pay Date	Nett Paid
Pay 10 - 07/11/2022	\$ 166,313.56
Pay 11 - 21/11/2022	\$ 163,782.35
Adhoc	\$ 2,973.10
Total	\$ 333,069.01

Cheque Total (Less TD)	\$245.65	0.03%
Term Deposits (TD)		
EFT Total*	\$662,108.91	77.51%
Payroll Total*	\$0.00	0.00%
Direct Debit Total	\$181,981.70	21.30%
Credit Card Total	\$9,846.02	1.15%
Trust Total	\$0.00	0.00%
	\$854,182.28	100.00%
Total (Less Term Deposits)	\$854,182.28	
Local Suppliers	\$ 294,463.35	34.47%
Employees	\$333,069.01	38.99%
Combined Total	\$627,532.36	73.47%

10.3.2 MONTHLY FINANCIAL REPORTS – NOVEMBER 2022

File Reference	12.8.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interest that requires disclosure.
Applicant	Nil
Previous Item Numbers	Nil
Date	9 December 2022
Author	Manisha Barthakur- Senior Finance Officer, Strategic
Authorising Officer	Executive Manager Corporate & Community Services
Attachments	
1. Monthly Financial Report for the period ended 25 November 2022 (being sent separate)	

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. The Schedule of Accounts Paid will be sent separately due to the December Council Meeting being bought forward for the month of December.

Background

Due to the early Ordinary Council Meeting in December 2022, Council is requested to review the November 2022 Monthly Financial Reports, that includes financial detail up to and including the 25th November only .

Consultation

Consultation has been undertaken with Executive Manager Corporate and Community Services.

Statutory Environment

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

Policy Implications

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

Financial Implications

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

Strategic Implications

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

Comment/Conclusion

The November 2022 Monthly Financial Report is presented for review.

Risk Implications

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

Risk Matrix

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

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

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That with respect to the Monthly Financial Reports for November 2022, Council note the Reports as presented.

MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

FOR THE PERIOD ENDED 25 NOVEMBER 2022



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

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Annual Budget	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
FOR THE PERIOD ENDED 25 NOVEMBER 2022		\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)		2,550,000	2,550,000	2,550,000	2,582,116	32,116	1%	
Revenue from operating activities								
General Purpose Funding - Rates		5,429,467	5,429,467	5,429,467	5,417,364	(12,103)	(0%)	
General Purpose Funding - Other		921,965	921,965	443,846	492,601	48,755	11%	▲
Governance		1,153	1,153	1,153	1,540	387	34%	
Law, Order and Public Safety		265,136	265,136	130,005	196,225	66,220	51%	▲
Health		17,313	17,313	7,214	12,310	5,097	71%	
Education and Welfare		2,094,046	2,094,046	946,870	801,017	(145,853)	(15%)	▼
Housing		17,651	17,651	7,355	9,206	1,852	25%	
Community Amenities		1,214,051	1,214,051	988,256	1,037,044	48,787	5%	
Recreation and Culture		57,575	57,575	12,573	15,762	3,189	25.4%	
Transport		358,876	358,876	164,638	214,068	49,430	30%	▲
Economic Services		444,393	444,393	184,708	182,562	(2,146)	(1%)	
Other Property and Services		178,115	178,115	74,229	42,107	(32,121)	(43%)	▼
		10,999,740	10,999,740	8,390,313	8,421,807	31,494	0%	
Expenditure from operating activities								
General Purpose Funding		(303,377)	(385,653)	(161,209)	(64,265)	96,945	60%	▲
Governance		(662,558)	(699,875)	(272,355)	(206,930)	65,425	24%	▲
Law, Order and Public Safety		(853,867)	(814,982)	(357,537)	(282,687)	74,850	21%	▲
Health		(338,061)	(319,742)	(137,420)	(94,728)	42,692	31%	▲
Education and Welfare		(2,078,303)	(2,019,445)	(867,120)	(709,471)	157,648	18%	▲
Housing		(57,524)	(57,524)	(11,125)	(13,083)	(1,958)	(18%)	
Community Amenities		(1,651,084)	(1,500,222)	(629,175)	(509,789)	119,386	19%	▲
Recreation and Culture		(3,332,463)	(3,322,803)	(1,441,372)	(1,298,866)	142,506	10%	
Transport		(3,463,725)	(3,704,030)	(1,550,293)	(1,316,119)	234,174	15%	▲
Economic Services		(819,671)	(792,184)	(337,953)	(276,903)	61,050	18%	▲
Other Property and Services		(160,124)	(104,296)	(134,115)	(26,183)	107,931	80%	▲
		(13,720,755)	(13,720,755)	(5,899,673)	(4,799,023)	1,100,650		
Operating activities excluded from budget								
Add back Depreciation		2,947,189	2,947,189	1,227,996	1,007,699	(220,296)	(18%)	▼
Adjust (Profit)/Loss on Asset Disposal	12	67,476	67,476	28,115	(71)	(28,186)	(100%)	▼
Adjust Employee Benefits Provision (Non-Current)		0	0	0	0	0	0%	
Adjust Deferred Pensioner Rates (Non-Current)		0	0	0	0	0	0%	
Movement in Leave Reserve (Added Back)		0	0	0	0	0	0%	
Stock increase		0	0	0	0	0	0%	
Amount attributable to operating activities		2,843,650	2,843,649	6,296,751	7,212,528	883,661		
Investing Activities								
Non-Operating Grants, Subsidies and Contributions		4,504,873	4,519,873	2,252,437	851,407	(1,401,030)	100%	
Purchase of Investments at fair value through P&L		7,795	7,795	0	0	0	0%	
Land and Buildings	11	(2,800,382)	(2,800,382)	(1,113,152)	(182,468)	930,684	84%	▲
Plant and Equipment	11	(2,390,600)	(2,405,600)	(989,373)	(502,536)	486,838	49%	▲
Furniture & Equipment	11	(588,674)	(588,674)	(140,698)	(69,406)	71,292	100%	▲
Infrastructure Assets - Roads	12	(2,393,823)	(2,265,065)	(945,117)	(200,156)	744,961	100%	▲
Infrastructure Assets - Footpaths	11	(51,000)	(51,000)	(21,250)	0	21,250	100%	▲
Infrastructure Assets - Road Drainage	11	(30,000)	(30,000)	(12,500)	0	12,500	100%	▲
Infrastructure Assets - Parks and Gardens	11	(350,520)	(350,520)	(204,390)	(68,346)	136,043	100%	▲
Infrastructure Assets - Aerodromes	11	(30,000)	(30,000)	(15,500)	(8,517)	6,983	100%	▲
Infrastructure Assets- Bridges	12	(588,000)	(588,000)	(245,000)	0	245,000	100%	▲
Infrastructure Assets- Other	12	(515,733)	(515,733)	(125,553)	(81,425)	44,128	35%	▲
Proceeds from Disposal of Assets	12	232,000	232,000	0	57,091	57,091	0%	▲
Proceeds from insurance		0	0	0	0	0	100%	▲
Amount attributable to investing activities		(4,994,064)	(4,865,306)	(1,560,096)	(204,356)	1,355,741		▲
Financing Activities								
Proceeds from New Debentures	13	450,000	450,000	0	0	0	0%	▼
Proceeds from Advances		0	0	0	0	0	0%	
Repayment of Debentures	13	(214,581)	(214,581)	(81,471)	(81,470)	1	0%	▼
Self-Supporting Loan Principal		0	0	0	0	0	0%	
Transfer from Reserves	10	4,550,959	4,422,201	0	0	0	0%	
Advances to Community Groups		0	0	0	0	0	0%	
Transfer to Reserves	10	(2,635,964)	(2,635,964)	0	0	0	0%	
Amount attributable to financing activities		2,150,414	2,021,656	(81,471)	(81,470)	1		
Net Capital		(0)	(0)	4,655,187	6,926,702	2,239,403		
Total Net Operating + Capital		(0)	(0)	4,655,187	6,926,702	2,239,403		
Closing Funding Surplus(Deficit)	3	(0)	(0)	4,655,187	6,926,702	2,239,403		

KEY INFORMATION

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

Refer to Note 2 for an explanation of the reasons for the variance.

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 25 NOVEMBER 2022

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 The material variance adopted by Council for the current year is an Actual Variance exceeding 10% and a value greater than \$15,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Revenue from operating activities					
Law, Order and Public Safety	66,220	51%	▲	Timing	Income higher mainly due to early receipt of Bush Fire Mitigation Officer Grant funding of \$60k from DFES.
Education and Welfare	(145,853)	(15%)	▼	Timing	Lower income attributed to higher predicted CHSP Recurrent grant funding YTD per budget and phasing than actual, (137k) as well as lower Agedcare Other admin income.
Transport	49,430	30%	▲	Timing	Income higher due to timing of grant from Mainroads WA compared to budget.
Other Property and Services	(32,121)	(43%)	▼	Timing	Variance mainly due to the timing of Admin grant compared to budget.
Expenditure from operating activities					
General Purpose Funding	96,945	60%	▲	Timing	Expenditure lower mainly due to the timing of debt collection expense \$38k, \$40k on administration costs related to Rates and administration allocation due to recent amendments in the admin allocation ratios.
Governance	65,425	24%	▲	Timing	Lower expenditure due to timing of audit fees (22k), valuations and consultancy costs (23k), and admin allocation variation (30k).
Education and Welfare	157,648	18%	▲	Timing	Lower expenditure due to timing budgeted salary expense; timing of services being provided to CHSP and CHCP customers as well as variation to admin allocations.
Health	42,692	31%	▲	Timing	Lower expenditure due to Health Officer vacancy at the beginning of the financial year resulting in lower salary and wage costs. Vacancy now filled.
Community Amenities	119,386	19%	▲	Timing	Lower expenditure mainly due to timing of expenditure in waste management (\$71k); \$40k in town planning salaries and wages and admin, the remainder due to the timing of expenditure in the Cemetery activity.
Transport	234,174	15%	▲	Timing	Variance due to timing of general road maintenance.
Economic Services	61,050	18%	▲	Timing	Expenditure lower due to timing of tourism costs \$30k reduced admin allocations 11k, and \$40k other economic operational costs.
Other Property and Services	107,931	80%	▲	Timing	Lower expenditure mainly due to timing of expenditure in admin. building maintenance and operations leading to a variance of \$22k. The remainder is due to timing of overheads and recovery of plant operating costs.
Investing Activities					
Capital Acquisitions	2,699,679	70%	▲	Timing	Project expenditure lower than budget year-to-date. This is a timing variance mainly due to outstanding project purchase orders (2,245k).
Financing Activities					

KEY INFORMATION

▲ Favourable variance

▼ Unfavourable variance

MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 25 NOVEMBER 2022

MONTHLY SUMMARY INFORMATION

PREPARATION TIMING AND REVIEW

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

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

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

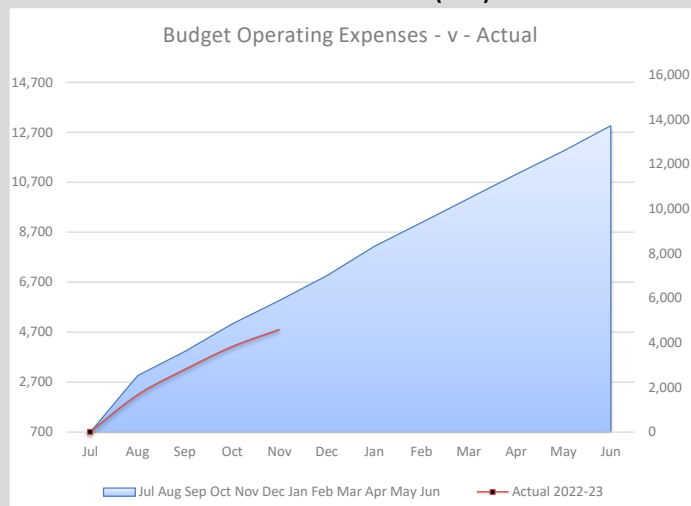
ROUNDING OFF FIGURES

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

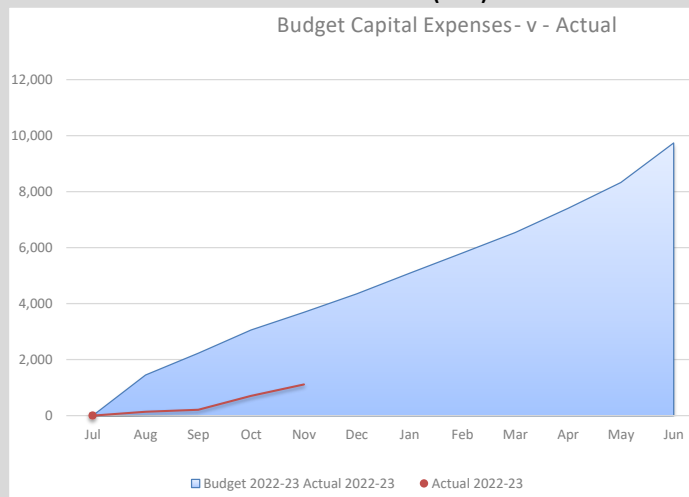
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 25 NOVEMBER 2022**

**MONTHLY SUMMARY INFORMATION
GRAPHS**

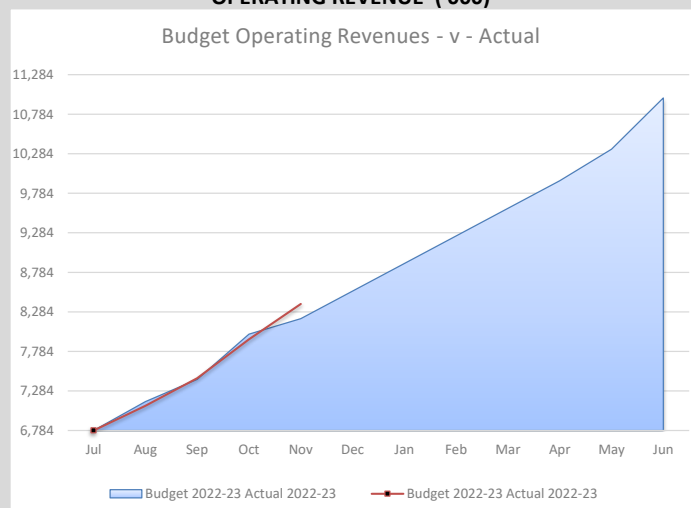
OPERATING EXPENSES ('000)



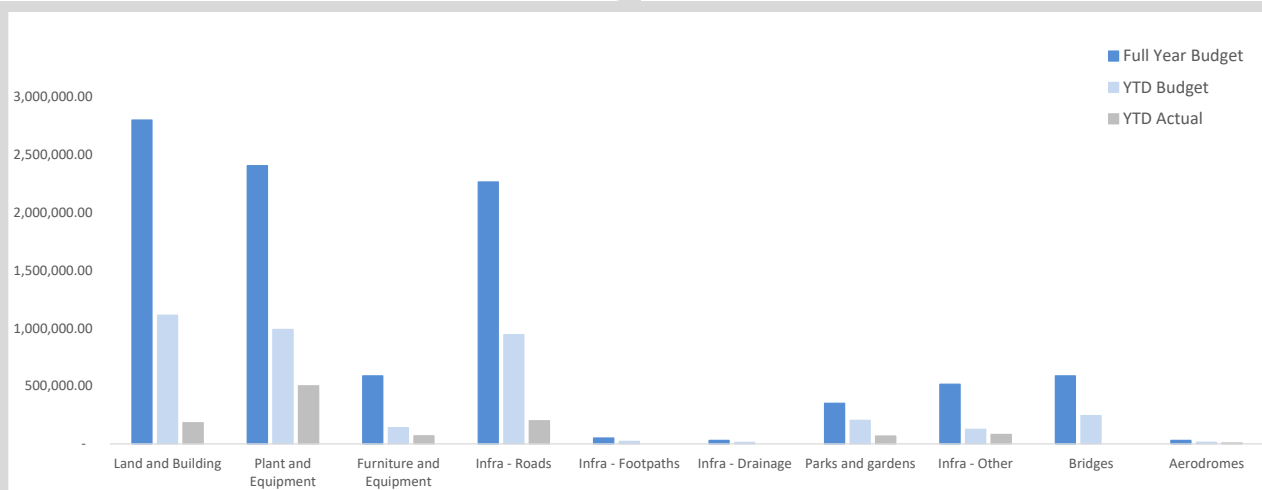
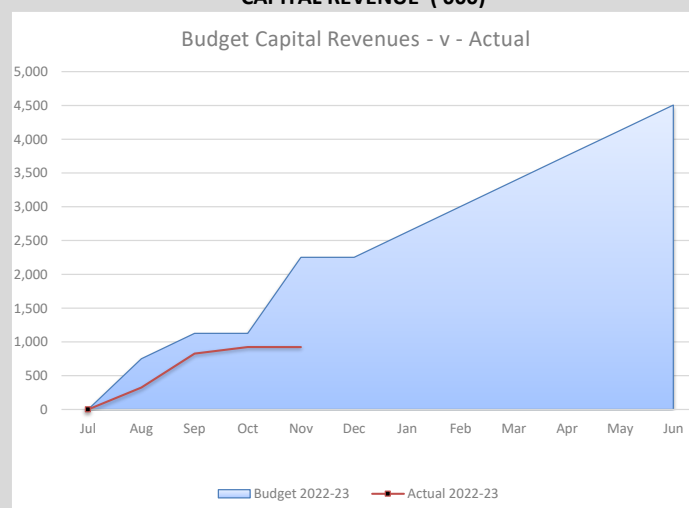
CAPITAL EXPENSES ('000)



OPERATING REVENUE ('000)



CAPITAL REVENUE ('000)



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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 25 NOVEMBER 2022

NET CURRENT ASSETS

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the Project Unit Credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Local Government 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 Local Government has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

INVENTORIES

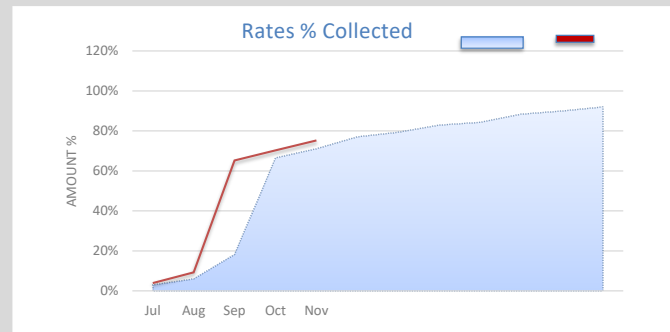
Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022**

**OPERATING ACTIVITIES
RECEIVABLES**

Rates Receivable	30 Jun 22	25 Nov 22	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Years	476,999	581,945	Receivables - General	69,705	14,805	41	99,687	184,238
RATES - Rates Levied - GRV	3,236,553	3,407,588	Percentage	38%	8%	0%	54%	
RATES - Rates Levied - UV	1,061,898	1,134,890						
RATES - Minimum Rates Levied - GRV	605,360	645,213						
RATES - Minimum Rates Levied - UV	201,942	229,673						
RATES - Interim Rates Levied - GRV	10,525	13,799						
RATES - Back Rates Levied - GRV	(891)	4,570						
RATES - Ex-Gratia Rates (CBH, etc.)	10,627	11,525						
Instalment Admin fee	0	30,188						
Priave S/Pool Inspection fees	1,914	1,860						
Domestic Refuse Collection Charges	493,743	510,113						
Domestic Services (Additional)	3,807	4,106						
Commercial Collection Charge	45,561	47,082	Balance per Trial Balance					
Commercial Collection Charge(additional)	45,330	47,338	Rates Pensioner Rebate Claims					4,326
Domestic Recycling Service	180,224	186,472						
Non-Rateable Collection Charge	39,984	73,541						
Non-Rateable Additional Pick Up	33,345	37,338						
Commercial Additional Pick Up	25,573	25,636						
FESA ESL	280,218	296,485						
Total Rates and Rubbish (YTD)	6,275,714	6,707,414	GST Input					62,727
Less Collections to date	(6,317,638)	(5,643,521)	Provision For Doubtful Debts (including Rates)					(136,225)
Net Rates Collectable	435,075	1,645,838	Total Receivables General Outstanding					115,066.49
% Collected (Current and Arrears)	93.56%	77.42%	Amounts shown above include GST (where applicable)					
Pensioner Deferred Rates		(195,110)						
Pensioner Deferred ESL		(8,986)						
Total Rates and Rubbish, ESL, Excess Rates		1,441,742						

KEY INFORMATION



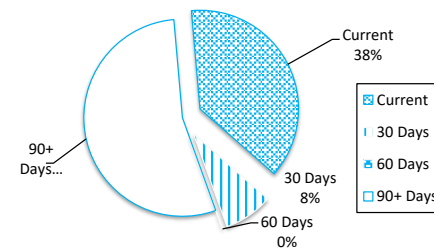
Collected

77%

Rates Due

\$1,441,742

Accounts Receivable (non-rates)



Debtors Due

\$184,238

Over 30 Days

8%

Over 90 Days

54%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022**

**OPERATING ACTIVITIES
ADJUSTED NET CURRENT ASSETS**

FOR THE PERIOD ENDED 25 NOVEMBER 2022

Current Assets

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

Less: Current Liabilities

Payables
Loan Liability
Provisions

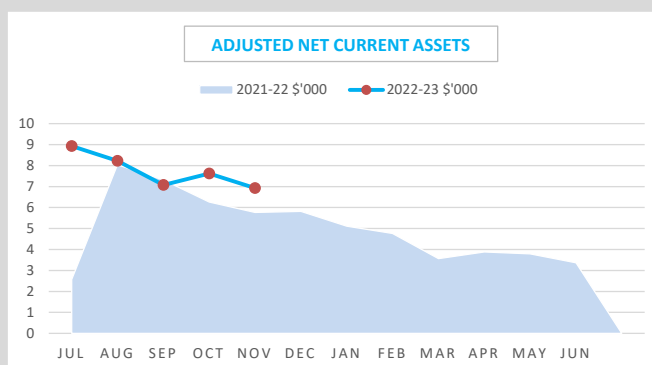
Net Current Asset Position

Less: Cash Restricted
Add Back: Component of Leave Liability not Required to be funded
Add Back: Current Loan Liability
Adjustment for Trust Transactions Within Muni
Non cash Opening Contract liability adjustment
Net Current Funding Position

Last Years Closing	This Time Last Year	Year to Date Actual
30 Jun 2022	30 Nov 2021	25 Nov 2022
\$	\$	\$
3,151,510	5,037,839	5,976,926
4,872,927	4,677,740	403,645
0	0	4,500,000
32,049	29,196	34,163
230,979	1,601,536	1,441,742
488,155	101,674	323,802
26,579	9,518	57,012
8,802,199	11,457,503	12,737,290
(1,010,812)	(329,056)	(568,485)
(411,917)	(197,212)	(214,581)
(695,826)	(749,986)	(695,826)
(2,118,555)	(1,276,254)	(1,478,892)
6,683,644	10,181,249	11,258,397
(4,872,927)	(4,677,740)	(4,903,645)
361,204	361,030	361,204
411,917	197,212	214,581
(1,721)	887	(3,835)
2,582,116	6,062,638	6,926,702

SIGNIFICANT ACCOUNTING POLICIES

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



KEY INFORMATION

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

Year YTD Actual
Surplus(Deficit)
\$6.93 M
This Time Last Year
Surplus(Deficit)
\$6.06 M

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

	Investment Value \$	Maturity Date	Rate	Institution	Investment %
<u>Cash Restricted (Reserves)</u>					
NAB (Investment 1)	2,000,000	15/11/2022	2.05%	NAB	44%
Bankwest (Investment 1)	2,000,000	20/02/2023	2.00%	Bankwest	44%
NAB (Investment 2)	500,000	23/02/2023	3.65%	NAB	11%
	<u>4,500,000</u>				<u>100%</u>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022**

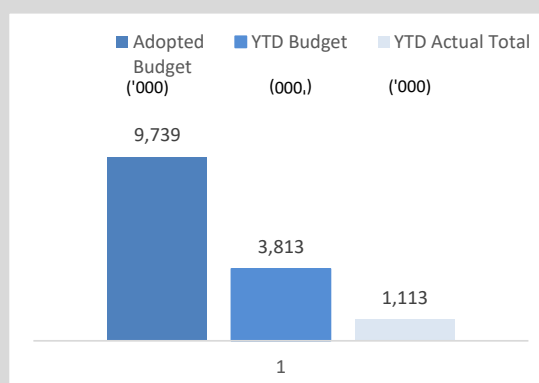
**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Current Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$	\$
Land and Buildings	2,800,382	2,800,382	1,113,152	182,468	930,684
Plant & Equipment	2,390,600	2,405,600	989,373	502,536	486,838
Furniture & Equipment	588,674	588,674	140,698	69,406	71,292
Roads	2,393,823	2,265,065	945,117	200,156	744,961
Footpaths	51,000	51,000	21,250	0	21,250
Road Drainage	30,000	30,000	12,500	0	12,500
Infrastructure- Bridges	588,000	588,000	245,000	0	245,000
Other Infrastructure	515,733	515,733	125,553	81,425	44,128
Parks and Gardens	350,520	350,520	204,390	68,346	136,043
Aerodromes	30,000	30,000	15,500	8,517	6,983
Capital Expenditure Totals	9,738,732	9,624,974	3,812,533	1,112,853	2,699,679

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Current Annual Budget	Current Budget	YTD Actual	% Spent
	\$9.74 M	\$9.62 M	\$1.11 M	12%

To be read in conjunction with Strategic Projects Tracker

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022

INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
	Capital Expenditure			\$	\$	\$	\$	\$
	Land and Buildings							
0.00	Land Development Opportunity	4130640	LB030	40,000	40,000	16,667	0	16,667
0.00	SES Training / Meeting Room	4050260	BC265	62,210	62,210	25,921	0	25,921
0%	Relocation of Homecare	4080360	BC052	868,545	868,545	361,894	0	361,894
0%	Smith St Public toilets(Coles Carpark)	4100165	IO184	10,000	10,000	4,167	0	4,167
0%	Recycling shed (Tip Shop)	4110160	BC274	50,000	50,000	20,833	0	20,833
0%	Town Hall Parapet Wall concrete Capping	4110160	BC181	20,000	20,000	8,333	0	8,333
33%	Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	4110160	BC182	5,000	5,000	2,083	1,650	433
0%	Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	4110160	BC183	50,000	50,000	20,833	0	20,833
5%	Town Hall Stage Upgrade/ EWP / Rigging	4110160	BC184	55,000	55,000	22,917	2,631	20,286
48%	Fitout of Railway Station Building	4110660	BC207	75,000	75,000	31,250	35,627	(4,377)
61%	Museum Restoration as per conservation Report	4110660	BC201	45,355	45,355	18,898	27,476	(8,578)
0%	Covered Stage -Rec Centre for music/sound at west end of Alby Park	4110260	BC273	50,000	50,000	0	0	0
11%	Rec Centre Stadium LED Lighting	4110260	BC166	35,000	35,000	0	3,881	(3,881)
0%	Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	4110260	BC272	30,000	30,000	0	0	0
0%	Railway Dam Toilets	4110355	BC275	53,817	53,817	0	0	0
0%	Library Extension	4110560	IO080B	400,000	400,000	166,667	1,164	165,503
58%	Railway Station Resortation COVID recovery project	4110660	BC202	100,000	100,000	58,333	58,349	(15)
42%	ANZAC War Memorial Repair & Restoration	4110660	BC203	45,455	45,455	18,940	18,971	(31)
100%	Caravan Park - Renewal Development	4130260	BC237	0	0	0	0	0
16%	Caravan park upgrades(ablution blocks & Kitchen)	4130260	BC238	45,000	45,000	18,750	7,081	11,669
100%	Visitor Information Bay Upgrade (Williams Road)	4130260	IO094	0	0	0	0	0
0%	Caravan Park- Renewal Development including reseal	4130260	BC239	450,000	450,000	187,500	1,156	186,344
218%	Building Maintenance-Old jewellers shop	4130650	BC277	10,000	10,000	4,167	21,843	(17,677)
1%	Good Shed Roof and Wall Restoration	4130650	BC278	300,000	300,000	125,000	2,640	122,360
				2,800,382	2,800,382	1,113,152	182,468	930,684
	Plant and Equipment							
50%	Narrogin Regional Homecare Ute	4050355	PA073A	45,000	45,000	18,750	22,488	(3,738)
0%	P56 Fuso Rosa (Bus)	4050355	PA072A	190,000	190,000	79,165	0	79,165
0%	P43 Toyota Corolla	4070355	PA043C	25,000	25,000	10,417	0	10,417
0%	50KV Generator and Trailer	4080455	PE075	35,000	35,000	0	0	0
0%	Acquisition of Fast Fill Trailer	4050155	PA952	0	15,000	0	0	0
0%	Acquisition of Incident Control Vehicle	4050255	PA950	881,900	881,900	367,458	0	367,458
0%	Acquisition of General Rescue Utility	4050255	PA951	110,200	110,200	45,917	0	45,917
0%	XC Class Train Mural Project	4100655	IO131	20,000	20,000	8,333	0	8,333
42%	NRLC- Irrigation Pump	4110255	PE161	13,500	13,500	13,500	5,636	7,864
100%	Depot Security Upgrade	4120155	PE048	0	0	0	0	0
0%	Bob Cat	4120350	PA835A	80,000	80,000	33,333	0	33,333
0%	John Deere Ride On Mower(Parks)	4120350	PA066A	10,000	10,000	4,167	0	4,167
0%	John Deere Ride on Mower(Caravan Park)	4120350	PA039A	10,000	10,000	4,167	0	4,167
100%	Sweeper Truck 2015	4120350	PA024A	350,000	350,000	145,833	348,500	(202,667)
0%	Hino 300 Series Crew Cab	4120350	PA8219A	100,000	100,000	41,667	0	41,667
0%	Single Cab Ute Isuzu(Parks/Curator)	4120350	PA018C	35,000	35,000	14,583	0	14,583
136%	2018 Mitsubishi (MCLC)	4120350	PA004E	30,000	30,000	12,500	40,690	(28,190)
148%	2018 Mitsubishi (MF/MCS)	4120350	PA047G	30,000	30,000	12,500	44,532	(32,032)
136%	2018 Holden(EHO)	4120350	PA065A	30,000	30,000	12,500	40,690	(28,190)
0%	2020 Isuzu (Senior Ranger)	4120350	PA8163C	45,000	45,000	18,750	0	18,750
0%	Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	4120350	PA8215	350,000	350,000	145,833	0	145,833
100%	Jet Patcher (p8218)- Straight disposal	4120350	PA8169	0	0	0	0	0
				2,390,600	2,405,600	989,373	502,536	486,838

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022

INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
	Furniture and Equipment							
0%	Additional Public CCTV Camera's - Installation	4040250	FE037	200,000	200,000	83,333	0	83,333
95%	Mobile Video Conference Solution for the Council Chambers	4040250	FE039	15,000	15,000	6,250	14,202	(7,952)
0%	Replacement of Copier at Library	4110550	FE034	4,000	4,000	1,667	0	1,667
0%	NRLC-Capital Emergency Repairs eg - Pool Filters-YMCA	4110255	PE072	96,000	96,000	0	0	0
0%	NRLC-Capital Emergency Repairs eg - Pool Liner-YMCA	4110255	PE073	80,000	80,000	0	0	0
0%	NRLC-Capital Emergency Repairs eg - Boiler-YMCA	4110255	PE074	75,000	75,000	0	0	0
100%	Replacement of Copier at Homecare	4040250	PE076	10,000	10,000	4,167	9,967	(5,800)
100%	2XCopier Replacement &Upgrade-New	4140580	FE102	20,000	20,000	8,333	19,933	(11,600)
0%	Purchase of Altus HR system	4140580	FE101	48,674	48,674	20,281	65	20,216
63%	IT Upgrades as per Asset Management Plan(Altus PO & Other IT Assets)	4140580	FE103	40,000	40,000	16,667	25,239	(8,572)
				588,674	588,674	140,698	69,406	71,292
	Infrastructure - Roads							
100%	Marrumucking Rd - Gravel re sheet (Renewal)	4120165	IR261	0	0	0	0	0
0%	Design New Intersection for Wanerie and Cooraminning Roads	4120165	IR338	40,000	40,000	16,667	0	16,667
100%	NGN Valley Rd (Construction) 3.5km out it transport	4120165	IR339	200,000	0	0	0	0
0%	Park Street Widening (From Federal St to Church)	4120165	IR340	13,424	13,424	5,615	0	5,615
1%	Gorden Street Stabilising	4120165	IR341	59,329	59,329	24,771	301	24,470
0%	Manaring Rd Re-sheet (Currently Quartz)	4120165	IR342	182,320	182,320	76,228	0	76,228
0%	Flavel Road Re-sheet (Currently Quartz)	4120165	IR343	22,929	22,929	9,586	0	9,586
0%	Highbury West Re-sheet (Currently Quartz)	4120165	IR345	35,578	35,578	14,879	0	14,879
0%	Pethybridge Rd Re-sheet (Currently Quartz)	4120165	IR346	103,337	103,337	43,210	0	43,210
0%	Cowcher Rd Re-Sheet (Currently Gravel)	4120165	IR347	31,366	31,366	13,113	0	13,113
0%	Chomley Road Seal (Weise)	4120165	IR349	30,087	30,087	12,556	0	12,556
21%	Two Solar Speed Detection Signs	4120155	PE080	22,000	22,000	9,167	4,545	4,621
0%	Airport- Seal Gravel Runway (100% RAPS Funded)	4120466	IO0185	201,390	201,390	83,929	0	83,929
0%	WSFN Wandering Road Development Works	4120167	IR337	75,000	75,000	31,250	0	31,250
24%	Chomley Rd - Gravel re sheet	4120167	RRG338	424,275	424,275	177,210	100,255	76,955
0%	Spriggs Rd -Gravel re sheet	4120167	RRG339	244,797	244,797	102,096	0	102,096
0%	Cannell Rd - Gravel re sheet	4120167	RRG340	163,492	163,492	68,204	0	68,204
0%	Bottle Creek Place (R2R) Reseal	4120166	R2R337	11,088	9,800	4,085	0	4,085
0%	George Street (R2R) Reseal	4120166	R2R338	23,166	14,500	6,040	0	6,040
0%	Narrogin Valley Road - Renewal (Rural) (R2R)	4120167	R2R212	0	200,000	83,335	95,055	(11,720)
0%	Highbury West Road - Renewal	4120166	R2R216	15,714	16,000	6,665	0	6,665
0%	Katta Road (R2R) Reseal	4120166	R2R339	95,953	25,100	10,460	0	10,460
0%	McCormick Way (R2R) Reseal	4120166	R2R340	8,415	6,100	2,540	0	2,540
0%	Newman Street (R2R) Reseal	4120166	R2R341	5,940	4,600	1,915	0	1,915
0%	Pitt Street (R2R) Reseal	4120166	R2R342	6,600	4,600	1,915	0	1,915
0%	Range Road (R2R) Reseal	4120166	R2R343	51,071	45,100	18,790	0	18,790
0%	Stewart Place (R2R) Reseal	4120166	R2R344	6,270	7,941	3,310	0	3,310
0%	Stewart Road (R2R) Reseal	4120166	R2R345	22,572	25,000	10,415	0	10,415
0%	Tanner Street (R2R) Reseal	4120166	R2R346	4,950	6,000	2,500	0	2,500
0%	Wiese Road (Town) (R2R) Reseal	4120166	R2R347	23,760	14,000	5,835	0	5,835
0%	Chomley Road (R2R) Reseal	4120166	R2R213	77,000	45,000	18,750	0	18,750
0%	Highbury East Rd Culvert Upgrade	4120166	R2R348	60,000	60,000	25,000	0	25,000
0%	Tarwonga Road Black Spot	4120167	RBS204	132,000	132,000	55,083	0	55,083
				2,393,823	2,265,065	945,117	200,156	744,961
	Infrastructure - Footpaths							
0%	Burns street Footpath(Kippling to Doney)	4120175	IF055	22,000	22,000	9,167	0	9,167
0%	Doney Street Footpath	4120175	IF056	29,000	29,000	12,083	0	12,083
				51,000	51,000	21,250	0	21,250
	Infrastructure - Drainage							
0%	Drainage Easement Falcon St	4120180	ID000	30,000	30,000	12,500	0	12,500
				30,000	30,000	12,500	0	12,500

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022

INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)

		Account Number	JOB	Adopted Budget	Current Budget	YTD Budget	YTD Actual	YTD Variance Under(Over)
	Infrastructure - Bridges							
0%	Tarwonga Rd Bridge 4551	4120181	IB204	192,000	192,000	80,000	0	80,000
0%	Whinbin Rock Rd Bridge 3125	4120181	IB205	396,000	396,000	165,000	0	165,000
				588,000	588,000	245,000	0	245,000
	Infrastructure - Other							
89%	TWIS Distribution Pipes Replacement	4100350	IO002	15,000	15,000	6,250	13,421	(7,171)
0%	May St Stormwater Catchment Dam	4110365	IO180	6,424	6,424	4,283	0	4,283
21%	Public Art Strategy - Implementation & Carry Over	4110860	IO113	45,455	45,455	37,879	9,350	28,529
72%	Single Electric BBQ for Gnarojin park near Skate park (to replace the former one)	4110860	FE036	10,000	10,000	0	7,185	(7,185)
0%	Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	4110365	IO181	50,000	50,000	0	0	0
82%	Two wheelchair accessible table settings at Highbury	4110365	IO182	7,000	7,000	0	5,730	(5,730)
0%	Upgrade of lighting to LED at Clayton Oval, Narrogin - Narrogin Hawks Football- Subject to Grant	4110355	BC279	243,000	243,000	0	0	0
	Parks Naming Project	4110360	IO128	0	0	0	0	0
33%	Walk Cycle & Mountain Bike Trails Projects	4110360	IO129	138,854	138,854	77,141	45,740	31,401
				515,733	515,733	125,553	81,425	44,128
	Infrastructure - Parks & Gardens							
95%	Cemetery Upgrade	4100860	IO026	62,505	62,505	26,044	59,391	(33,348)
0%	Mackie Park Financial Planning Office Kitchenette	4110850	BC130	8,000	8,000	3,333	0	3,333
4%	Narrogin Tennis Courts Lighting & Surface Upgrading	4110360	IO127	210,015	210,015	175,013	8,925	166,088
0%	Provision for Accessible Toilets at Thomas Hogg Oval	4110355	BC269	50,000	50,000	0	0	0
0%	Thomas Hogg Oval Toilet Facility Demolition	4110360	BC268	20,000	20,000	0	30	(30)
				350,520	350,520	204,390	68,346	136,043
	Infrastructure - Aerodromes							
28%	Narrogin airport-Patient transfer facility	4120460	BC221	30,000	30,000	15,500	8,517	6,983
				30,000	30,000	15,500	8,517	6,983
	Grand Total			9,738,732	9,624,974	3,812,533	1,112,853	2,699,679

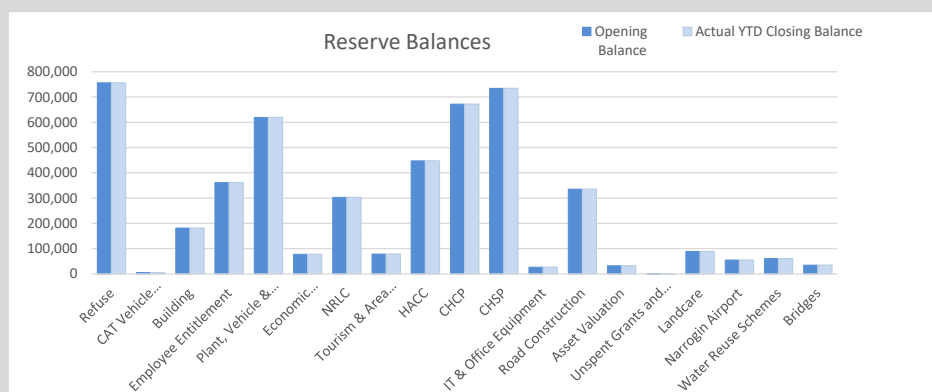
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022**

**OPERATING ACTIVITIES
CASH AND INVESTMENTS**

**Cash Backed Reserve
Reserve Name**

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	756,251	9,390	0	47,390	0	35,000	0	768,641	756,251
CAT Vehicle Replacement	5,869	70	0	8,070	0	0	0	13,939	5,869
Building	181,118	2,240	0	2,240	0	150,355	0	33,003	181,118
Employee Entitlement	361,204	4,470	0	4,470	0	0	0	365,674	361,204
Plant, Vehicle & Equipment	619,492	7,680	0	432,680	0	833,000	0	219,172	619,492
Economic Development	77,403	950	0	950	0	40,000	0	38,353	77,403
NRLC	302,714	3,750	0	53,750	0	351,000	0	5,464	302,714
Tourism & Area Promotion	78,654	970	0	970	0	0	0	79,624	78,654
HACC	447,241	5,454	0	5,454	0	447,241	0	5,454	447,241
CHCP	671,570	8,320	0	759,083	0	906,578	0	524,075	671,570
CHSP	734,562	9,100	0	1,232,801	0	1,532,194	0	435,169	734,562
IT & Office Equipment	26,449	320	0	320	0	0	0	26,769	26,449
Road Construction	335,587	4,160	0	4,160	0	200,000	0	139,747	335,587
Asset Valuation	31,898	390	0	390	0	0	0	32,288	31,898
Unspent Grants and Contributions	132	0	0	0	0	0	0	132	132
Landcare	89,218	886	0	886	0	5,000	0	85,104	89,218
Narrogin Airport	55,198	680	0	15,680	0	0	0	70,878	55,198
Water Reuse Schemes	60,432	430	0	17,930	0	15,000	0	63,362	60,432
Bridges	35,002	740	0	48,740	0	35,591	0	48,151	35,002
	4,869,993	60,000	0	2,635,964	0	4,550,959	0	2,954,998	4,869,993

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 25 NOVEMBER 2022**

BUDGET AMENDMENTS

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






Date	GL / Job Number	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	2030199	RATES - Administration Allocated	280922.006	Operational Expenditure			(38,639)	(38,639)
	2030299	GENGRANT - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(57,958)
	2030399	INVEST - Administration Allocated	280922.006	Operational Expenditure			(5,000)	(62,958)
	2030499	GENFUND - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(82,277)
	2040199	MEMBERS - Administration Allocated	280922.006	Operational Expenditure		19,637		(62,640)
	2040299	OTHGOV - Administration Allocated	280922.006	Operational Expenditure			(56,955)	(119,595)
	2050199	FIRE - Administration Allocated	280922.006	Operational Expenditure		19,318		(100,277)
	2050299	ESL - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(119,596)
	2050399	ANIMAL - Administration Allocated	280922.006	Operational Expenditure		19,319		(100,277)
	2050499	OLOPS - Administration Allocated	280922.006	Operational Expenditure		19,567		(80,710)
	2070399	HEALTH - Administration Allocated	280922.006	Operational Expenditure		19,319		(61,391)
	2070699	OTH HEALTH - Administration Allocated	280922.006	Operational Expenditure			(1,000)	(62,391)
	2080199	PRE-SCHOOL - Administration Allocated	280922.006	Operational Expenditure		8,159		(54,232)
	2080499	CHCP - Administration Allocated	280922.006	Operational Expenditure			(31,925)	(86,157)
	2080599	CHSP - Administration Allocated	280922.006	Operational Expenditure			(2,152)	(88,309)
	2080699	AGEDSNRS - Administration Allocated	280922.006	Operational Expenditure		32,800		(55,509)
	2080799	AGEDOTHER - Administration Allocated	280922.006	Operational Expenditure			(9,659)	(65,168)
	2080899	WELFARE - Administration Allocated	280922.006	Operational Expenditure		61,635		(3,533)
	2100199	SAN - Administration Allocated	280922.006	Operational Expenditure		131,542		128,009
	2100299	SANOTH - Administration Allocated	280922.006	Operational Expenditure		38,637		166,647
	2100899	COM AMEN - Administration Allocated	280922.006	Operational Expenditure			(19,319)	147,328
	2110199	HALLS - Administration Allocated	280922.006	Operational Expenditure		19,319		166,647
	2110299	NRLC - Administration Allocated	280922.006	Operational Expenditure			(19,318)	147,328
	2110399	REC - Administration Allocated	280922.006	Operational Expenditure			(19,319)	128,009
	2110699	HERITAGE - Administration Allocated	280922.006	Operational Expenditure			(9,659)	118,350
	2110899	OTHCUL - Administration Allocated	280922.006	Operational Expenditure		38,637		156,987
	2120299	ROADM - Administration Allocated	280922.006	Operational Expenditure			(172,684)	(15,697)
	2120399	PLANT - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(35,016)
	2120499	AERO - Administration Allocated	280922.006	Operational Expenditure			(19,319)	(54,335)
	2120599	LICENSING - Administration Allocated	280922.006	Operational Expenditure			(28,978)	(83,313)
	2130199	RURAL - Administration Allocated	280922.006	Operational Expenditure		18,978		(64,335)
	2130299	TOUR - Administration Allocated	280922.006	Operational Expenditure		19,319		(45,016)
	2130399	BUILD - Administration Allocated	280922.006	Operational Expenditure		19,319		(25,697)
	2130499	SALEYARDS - Administration Allocated	280922.006	Operational Expenditure			(1,000)	(26,697)
	2130699	ECONOM - Administration Allocated	280922.006	Operational Expenditure			(28,978)	(55,676)
	2140199	PRIVATE - Administration Allocated	280922.006	Operational Expenditure		14,317		(41,359)
	2140299	PWO - Administration Allocated	280922.006	Operational Expenditure		73,011		31,653
	2140399	Plant Operating Costs-Administration Allocated	280922.006	Operational Expenditure			(31,653)	(0)
	IR339	Ngn Valley Rd (Construction) 3.5Km Out It Transport	280922.002	Capital Expenses			(200,000)	(200,000)
	R2R212	Narrogin Valley Road - Renewal (Rural) (R2R)	280922.002	Capital Expenses		200,000		0
	5120150	ROADC - Transfers From Reserve	280922.002	Capital Income			(128,758)	(128,758)
	R2R213	Chomley Road (R2R) Reseal Slk 15.23 - 16.81	280922.002	Capital Expenses		32,000		(96,758)
	R2R216	Highbury West Road - Renewal (Rural) (R2R)	280922.002	Capital Expenses			(286)	(97,044)
	R2R337	Bottle Creek Place (R2R) Reseal Slk 0 - 0.26	280922.002	Capital Expenses		1,288		(95,756)
	R2R338	George Street (R2R) Reseal Slk 0.36 - 0.77	280922.002	Capital Expenses		8,666		(87,090)
	R2R339	Katta Road (R2R) Reseal Slk 004-0.79	280922.002	Capital Expenses		70,853		(16,237)
	R2R340	Mccormick Way (R2R) Reseal Slk 0 - 0.18	280922.002	Capital Expenses		2,315		(13,922)
	R2R341	Newman Street (R2R) Reseal Slk 0 - 0.15	280922.002	Capital Expenses		1,340		(12,582)
	R2R342	Pitt Street (R2R) Reseal Slk 0.02 - 0.13	280922.002	Capital Expenses		2,000		(10,582)
	R2R343	Range Road (R2R) Reseal Slk 0 - 1.37	280922.002	Capital Expenses		5,971		(4,611)
	R2R344	Stewart Place (R2R) Reseal Slk 0 - 0.15	280922.002	Capital Expenses			(1,671)	(6,282)
	R2R345	Stewart Road (R2R) Reseal Slk 0 - 0.53	280922.002	Capital Expenses			(2,428)	(8,710)
	R2R346	Tanner Street (R2R) Reseal Slk 0 - 0.148	280922.002	Capital Expenses			(1,050)	(9,760)
	R2R347	Wiese Road (Town) (R2R) Reseal Slk 0 -0.409	280922.002	Capital Expenses		9,760		0
						907,026	(907,026)	

Strategic Budget Projects Register 2022/23



For the Month Ending November 2022

	Project Title/Task	Original Budget	Current Budget	Outstanding PO Exp to 30/11/22	Actual Exp to 30/11/22	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk Rating (of completion by 30/6)	Comments	Accountability	Status	% Complete	Start Date	Due Date
1	Projects that are either strategic (plans/projects) or critical to implement and manage or of an asset renewal or creation (Capital) in nature that have a budget provision in the current Budget.	UV Code? To be added manually A	UV Code? To be added manually B	UV Code? To be added manually C	UV Code? To be added manually D	Calc column E= C + D	Calc column B - E			Select from one of the 4 Departments	- On Track - Off Track - Complete - In Trouble - On Hold		Anticipated start date of the Project	Anticipated completion date of the Project
2	Governance													
3	Members of Council													
4	Mobile Video Conference Solution for the Council Chambers & Committee Room	\$15,000	\$15,000	\$0	\$14,202	\$14,202	\$798	Low	17/08/22 - Solution scoping completed, quotes obtained and preferred Supplier identified. 30/08/22 - MVC solutions for Chamber and Meeting Room on track for early completion. 17/10/22 - Project completed 28 Aug 22	Corporate & Community Services	Complete	100%	01/08/22	17/10/22
5	Law, Order & Public Safety													
6	Additional Public CCTV Camera's - Installation (subject to grant)	\$200,000	\$200,000	\$0	\$0	\$0	\$200,000	High	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 15/08/22 - Investigating Telstra credits to assist funding of project. 15/08/22 - Investigating available grants to proceed. 09/09/22 - Continuing to investigate grant opportunities , those reviewed to date identify CCTV as not applicable. Continue to pursue grant opportunity. 17/10/22 - No change to previous update. 14/11/22 - No grant opportunities found for this project; therefore, project may not be able to proceed in 22/23 5/12/22 - No grant opportunities found. Engagement undertaken however advised that grant criteria did not cover applications for CCTV. As this project is dependent on grant funding and not currently available it is recommended that this project is deferred.	Corporate & Community Services	In Trouble	0%	01/10/22	31/03/23
7	SES Building Project	\$62,210	\$62,210	\$0	\$0	\$0	\$62,210	Low	to inform ESL Grant request in 23/24	Development & Regulatory Services	On Track	0%	01/10/22	31/12/22
8	Acquisition of Incident Control Vehicle	\$881,900	\$881,900	\$0	\$0	\$0	\$881,900	Low	17/8/2022 - To be fabricated by DFES 31/08/22 - Still awaiting receipt of vehicle 13/10/22 - DFES advised delivery will be some time away up to 2 years	Development & Regulatory Services	On Track	0%	01/07/22	30/06/23
9	PA952 21/22 Fast Fill Trailer (Carryover from 21/22)	\$0.00	\$7,000.00	\$0	\$0	\$0	\$7,000	Low	Budget Amended OCM 25/10/22 as C/Over not included in original	Development & Regulatory Services	On Track	50%	01/07/22	30/06/23
10	PA952 21/22 Fast Fill Trailer (Carryover from 21/22)	\$0.00	\$8,000.00	\$0	\$0	\$0	\$8,000	High	Budget Amended OCM 25/10/22 as C/Over not included in original	Development & Regulatory Services	On Track	20%	01/07/22	30/06/23
11	Acquisition of General Rescue Utility	\$110,200	\$110,200	\$0	\$0	\$0	\$110,200	Low	17/8/2022 - To be fabricated by DFES 31/08/22 - Still awaiting receipt of vehicle 13/10/22 - DFES advised delivery has been delayed and will be a minimum of 18 months.	Development & Regulatory Services	On Track	0%	01/07/22	30/06/23
12	Education & Welfare													
13	Narrogin Regional Homecare Ute	\$45,000	\$45,000	\$0	\$22,488	\$22,488	\$22,512	Low	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ created and disseminated to local providers. 21/09/22 - Quotes received option to purchase being determined and expect to submit purchase order in coming days 17/10/22 - Vehicle purchased and already delivered to Homecare.	Corporate & Community Services	Complete	100%	01/10/22	17/10/22
14	P56 Fuso Rosa (Bus)	\$190,000	\$190,000	\$0	\$0	\$0	\$190,000	Low	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ being prepared for dissemination to local providers. 17/10/22 - No change to previous update and within project timeframes 14/11/22 - RFQ being prepared for Dec 22. 05/12/22 - RFQ due for submission by 14 Dec 22.	Corporate & Community Services	On Track	10%	01/10/22	31/12/22
15	P43 Toyota Corolla	\$25,000	\$25,000	\$0	\$0	\$0	\$25,000	Low	15/08/22 - Meeting with EMTRS to commence procurement process for vehicle. 30/08/22 - RFQ created and disseminated to local providers. 21/09/22 - RFQ completed, and quotes received, however RFQ process halted to allow consideration of new EV legislation from 01 Jul 22 17/10/22 - New legislation considered however relevant EV's not suitable for Homecare purpose and so reverting back to original RFQ determinations and finalising procurement. 14/11/22 - Preferred supplier identified and liaising to secure delivery of vehicle. 05/12/22 - Preferred supplier identified and liaising to secure delivery of vehicle.	Corporate & Community Services	On Track	75%	01/10/22	31/12/22
16	Replacement of Copier at Homecare	\$10,000	\$10,000	\$0	\$9,967	\$9,967	\$33	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 21/09/22 - Quotes obtained for Copiers, and preferred provider has been identified. 17/10/22 - Awaiting delivery. 14/11/22 - Copier delivered and installed, project complete.	Corporate & Community Services	Complete	100%	01/10/22	31/12/22
17	Relocation of Narrogin Regional Homecare Services	\$868,545	\$868,545	\$0	\$0	\$0	\$868,545	High	Client - CEO (extreme political risk) 15/08/22 - Project meeting on 19/08 to discuss and agree project scope in consideration of previous resolution and activity associated to project in 21/22 31/08/22 - Meeting with Senior Citizen Centre Committee to take place with SP, CEO and EMCCS, Date to be confirmed by Client. EMCCS and MCCS visited Senior Citizen Centre. 17/10/22 - No further update at this time. 14/11/22 - No further update at this time. 05/12/22 - No further update at this time.	Corporate & Community Services	On Track	0%	27/07/22	30/06/23
18	Community Amenities													
19	Mackie Park Financial Counselling Office Kitchenette	\$8,000	\$8,000	\$0	\$0	\$0	\$8,000	Low	Quote sent to CR Fisher. Works suspended. CEO to liase with Council on canceling job?	Development & Regulatory Services	On Track	10%	01/01/23	31/03/23
20	Recycling Shed (Tip Shop) - Subject to Grant	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	High	17/8/2022 - Working with CDO for available funding through Lotterywest on Infrastructure.	Development & Regulatory Services	On Track	0%	01/01/23	31/03/23
21	Landfill facility revegetation	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	Low	500 tube stock ordered and available for planting in April 2023. Have met John and discussed earthworks and mulching to be completed prior to planting.	Development & Regulatory Services	On Track	0%	27/07/22	01/05/23
22	Sewerage													
23	May St Stormwater Catchment Dam	\$6,424	\$6,424	\$6,100	\$0	\$6,100	\$324	Low	Fence to be completed early November	Technical & Rural Services	On Track	90%	27/07/22	31/12/22

	Project Title/Task	Original Budget	Current Budget	Outstanding PO Exp to 30/11/22	Actual Exp to 30/11/22	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk Rating (of completion by 30/6)	Comments	Accountability	Status	% Complete	Start Date	Due Date
24	Retic Pipe Upgrade Clayton Oval TWIS Dam	\$15,000	\$15,000	\$0	\$13,421	\$13,421	\$1,579	Low	Works schedule November	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
25	 Cemetery													
26	Cemetery Upgrade	\$62,502	\$62,502	\$0	\$59,391	\$59,391	\$3,111	Low	Grant project Complete and to be acquitted. Shelters, seats and bin surrounds delivered. Installation of the furniture was not part of the grant however will occur in November 2022.	Technical & Rural Services	On Track	90%	01/07/22	01/02/23
27	 Recreation & Culture													
28	Railway Dam Eco Toilets (LRCIP 3)	\$53,817	\$53,817	\$120	\$0	\$120	\$53,697	Medium	Revised quote required to include septic and leach drains. Decision on Septic requirement from Management.	Development & Regulatory Services	In Trouble	10%	01/10/22	31/12/22
29	Fitout of Railway Station Building	\$75,000	\$75,000	\$6,514	\$35,627	\$42,141	\$32,859	Low	Progressing well and on track for completion on time.	Office of CEO	On Track	50%	01/07/22	31/12/22
30	Railway Station Restoration COVID recovery project	\$100,000	\$100,000	\$11,854	\$58,349	\$70,203	\$29,797	Low	Complete to 98% and under budget (final touches / adjustments now VC has moved in) bar photovoltaics on storage shed, however with savings taking opportunity to fit out Storage Shed.	Office of CEO	On Track	95%	01/10/22	31/12/22
31	Museum Restoration as per conservation Report	\$60,000	\$45,355	\$0	\$27,476	\$27,476	\$17,879	Low	Works Complete. Check remaining/outstanding PO's.	Development & Regulatory Services	Complete	100%	01/10/22	31/12/22
32	Public Art Strategy - Implementation & Carry Over	\$45,455	\$45,455	\$2,273	\$9,350	\$11,623	\$33,832	Low	Commenced	Development & Regulatory Services	On Track	0%	01/10/22	31/03/23
33	Single Electric BBQ for Gnarojin park near Skate park (to replace the former one)	\$10,000	\$10,000	\$0	\$7,185	\$7,185	\$2,815	Low	Delivered, installed and operational.	Technical & Rural Services	Complete	100%	01/10/22	31/03/23
34	Two Inclusive Play Equipment Activities at Highbury \$50k (as requested by HDCC)	\$50,000	\$50,000	\$50,354	\$0	\$50,354	-\$354	Low	Have met with HDCC P/O issued. Delivery time March/April 2023	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
35	Two wheelchair accessible table settings at Highbury	\$7,000	\$7,000	\$0	\$5,730	\$5,730	\$1,270	Low	Delivered. Need to install	Technical & Rural Services	On Track	80%	01/01/23	31/03/23
36	Provision for Accessible (Relocatable) Toilets at Thomas Hogg Oval	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	High	SHT Septic system not suitable for site. Project to be suspended,pending Management decision.	Development & Regulatory Services	In Trouble	10%	01/01/23	31/03/23
37	Thomas Hogg Oval Toilet Facility Demolition	\$20,000	\$20,000	\$291	\$30	\$321	\$19,679	Low	Liaise with and consider timing / Revheads Eagles	Development & Regulatory Services	On Track	0%	01/10/22	31/03/23
38	Walk Cycle & Mountain Bike Trails Projects	\$138,854	\$138,854	\$4,432	\$45,740	\$50,172	\$88,682	Low	Liaise Doug Sawkins	Development & Regulatory Services	On Track	70%	27/07/22	31/03/23
39	Replacement of Library Copier	\$4,000	\$4,000	\$0	\$0	\$0	\$4,000	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 30/08/22 - Review of asset and determination that use is considerably less than criteria for replacement and therefore will not be considered for replacement until next financial year. 50k copies in 5 years as opposed to expected shelf life of 500k in 5 years..	Corporate & Community Services	No Longer Proceeding This Budget	0%	01/01/23	31/03/23
40	XC Class Train Mural Project	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	High	Awaiting completion of Goods Shed and PM706 debate.	Office of CEO	On Track	0%	01/10/22	31/03/23
41	ANZAC War memorial repair & restoration	\$45,455	\$45,455	\$16,382	\$18,971	\$35,353	\$10,102	Low	New ceiling has been completed. Painting contractor to commence work in March 2023 with completion by the 31/3/2023.Approval from the Heritage Council to match with existing colour..	Development & Regulatory Services	On Track	85%	27/07/22	31/03/23
42	Upgrade of lighting to LED at Clayton Oval, Narrogin. – Narrogin Hawks Football- Subject to Grant	\$243,000	\$243,000	\$0	\$0	\$0	\$243,000	Medium	Client Hawks - grant approved by DSR 24/11/22 at 60k...not 81k..?	Development & Regulatory Services	On Track	0%	01/01/23	30/06/23
43	Library Extension Project (LRCIP 3)	\$400,000	\$400,000	\$6,100	\$1,164	\$7,264	\$392,736	High	(LRCIP 3) Relocation / logistics during construction? 15/08/22 - Project scoping meeting scheduled for 16/08. 30/08/22 - Meetings with Architect to confirm ACC and DRS 21/09/22 - RFT expected in Oct 22 - Final detail being determined after Engineer's work is completed. 17/10/22 - RFT to be completed by 27 October for dissemination; additional documentation required being sourced and intensive engagement between stakeholders (Architect, Certifier, Structural Engineer to finalise required work). This process along with sewer realignment project separate to RFT process. 20/10/22 - Planning application lodged and approved. 14/11/22 - RFT written and now only waiting for drawings to be certified after further delay from external stakeholders, expected mid-November. 5/12/22 - All required documentation now received and so RFT to be submitted by 14 Dec 22.	Development & Regulatory Services	On Track	25%	27/07/22	30/06/23
44	 Public Halls, Civic Centres													
45	Mayor's Parlour (Town Hall) Hot Water System (Zipsystem/ Miniboil)	\$5,000	\$5,000	\$0	\$1,650	\$1,650	\$3,350	Low	Liaise Arts Narrogin	Development & Regulatory Services	Complete	100%	01/10/22	31/12/22
46	Equipment for Town Hall (Fans, Stage Light ..)	\$20,000	\$20,000	\$0	\$0	\$0	\$20,000	Low	Liaise Arts Narrogin	Development & Regulatory Services	On Track	0%	01/10/22	31/03/23
47	Town Hall Plan Upgrades- Heating, Cooling & Sundry (Circuit West)	\$50,000	\$50,000	\$0	\$0	\$0	\$50,000	Low	Liaise Arts Narrogin	Development & Regulatory Services	On Track	0%	01/10/22	31/03/23
48	Town Hall Stage Upgrade/ EWP / Rigging	\$55,000	\$55,000	\$19,681	\$2,631	\$22,312	\$32,688	Low	Liaise Arts Narrogin 17/8/2022 - PO issued to Peter Jago of Spirited Thinking to develop the design fro the rigging and the needs of the event organiser including stakeholders.	Development & Regulatory Services	On Track	5%	01/10/22	31/03/23
49	 Narrogin Regional Leisure Centre													
50	50 KV Generator & Trailer- Subject to Grant	\$35,000	\$35,000	\$0	\$0	\$0	\$35,000	High	EMDRS to source funding.	Development & Regulatory Services	On Track	0%	01/10/22	31/12/22
51	Narrogin Tennis Courts Lighting & Surface Upgrading (LRCIP 3)	\$210,015	\$210,015	\$197,215	\$8,925	\$206,140	\$3,875	Low	- (LRCIP 3) - Lighting Component Quote of Vizonia for Lighting Component let for \$35,700 plus GST - project 10 weeks from 31/7/22 - lighting completed and commissioned 24/11/22. - Courts Component Quote to Sports Surfaces accepted and let - timing of product availability not until March 2023- Need to recoup 2/3rds cash from NTC nearing completion	Office of CEO	On Track	50%	28/07/22	30/04/23
52	NRLC- Irrigation Pump	\$13,500	\$13,500	\$5,750	\$5,636	\$11,386	\$2,114	Low	Installation now complete 27/10/22	Technical & Rural Services	Complete	100%	27/07/22	31/12/22
53	Rec Centre Stadium LED Lighting	\$35,000	\$35,000	\$30,364	\$3,881	\$34,245	\$755	Low	Works completed to courts 1,2 &3. Squash court corridor lighting to re replaced 5/12/2022 . Enitre completion ETA12/12/2022.	Development & Regulatory Services	On Track	95%	01/10/22	31/03/23
54	Installation of Custom Orb Sheeting to Sections of Walls of Court 1 & 3 at NRLC	\$30,000	\$30,000	\$21,166	\$0	\$21,166	\$8,834	Low	Work awarded to Ground Up construction. ETA- to be advised. Dec/Jan?	Development & Regulatory Services	On Track	10%	01/10/22	31/03/23
55	Sound Shell at Alby Park	\$50,000	\$50,000	\$7,480	\$0	\$7,480	\$42,520	Medium	Judith McDougall has provided preliminary drawings. Amendments after review are underway.	Development & Regulatory Services	On Track	5%	01/01/23	30/06/23
56	Pool Filters-NRLC	\$96,000	\$96,000	\$720	\$0	\$720	\$95,280	Medium	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	On Track	0%	01/10/22	30/06/23
57	Pool Liner-NRLC	\$80,000	\$80,000	\$0	\$0	\$0	\$80,000	Medium	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	On Track	0%	01/10/22	30/06/23
58	Boiler-NRLC	\$75,000	\$75,000	\$0	\$0	\$0	\$75,000	Medium	Liaise YMCA re pool downtime - timing / need	Development & Regulatory Services	On Track	0%	01/10/22	30/06/23
59	 Transport													
60	Bottle Creek Place (R2R) Reseal SLK 0 - 0.26	\$11,088	\$11,088	\$7,774	\$0	\$7,774	\$3,314	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
61	George Street (R2R) Reseal SLK 0.36 - 0.77	\$23,166	\$23,166	\$12,259	\$0	\$12,259	\$10,907	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
62	Highbury West Road (R2R) Reseal SLK 5.15 - 5.65	\$15,714	\$15,714	\$16,100	\$0	\$16,100	-\$386	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
63	Katta Road (R2R) Reseal SLK 0.04 - 0.79	\$95,953	\$95,953	\$25,100	\$0	\$25,100	\$70,853	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
64	McCormick Way (R2R) Reseal SLK 0 - 0.18	\$8,415	\$8,415	\$6,100	\$0	\$6,100	\$2,315	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
65	Newman Street (R2R) Reseal SLK 0 - 0.15	\$5,940	\$5,940	\$4,600	\$0	\$4,600	\$1,340	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
66	Pitt Street (R2R) Reseal SLK 0.02 - 0.13	\$6,600	\$6,600	\$4,600	\$0	\$4,600	\$2,000	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
67	Range Road (R2R) Reseal SLK 0 - 1.37	\$51,071	\$51,071	\$45,100	\$0	\$45,100	\$5,971	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
68	Stewart Place (R2R) Reseal SLK 0 - 0.15	\$6,270	\$6,270	\$5,106	\$0	\$5,106	\$1,164	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23

	Project Title/Task	Original Budget	Current Budget	Outstanding PO Exp to 30/11/22	Actual Exp to 30/11/22	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk Rating (of completion by 30/6)	Comments	Accountability	Status	% Complete	Start Date	Due Date
69	Stewart Road (R2R) Reseal SLK 0 - 0.53	\$22,572	\$22,572	\$19,578	\$0	\$19,578	\$2,994	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
70	Tanner Street (R2R) Reseal SLK 0 - 0.148	\$4,950	\$4,950	\$4,425	\$0	\$4,425	\$525	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
71	Wiese Road (Town) (R2R) Reseal SLK 0 -0.409	\$23,760	\$23,760	\$11,288	\$0	\$11,288	\$12,472	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
72	Chomley Road (R2R) Reseal SLK 15.23 - 16.81	\$77,000	\$77,000	\$29,072	\$0	\$29,072	\$47,928	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
73	Highbury East Rd Culvert Upgrade	\$60,000	\$60,000	\$0	\$0	\$0	\$60,000	Low	Works in January	Technical & Rural Services	On Track	10%	01/01/23	31/03/23
74	Aerodrome													
75	Airport Patient Transfer Facility St John Ambulance / RFDS	\$30,000	\$30,000	\$0	8517	\$8,517	\$21,483	Low	28/11/22 - Grant advises that project all but complete for grant purposes - awaiting acquittal invoices. Dale to Check income treatment 21/22 and 22/23	Office of CEO	On Track	90%	01/07/22	28/02/23
76	Airport- Seal Gravel Runway (RAPS Funded)	\$201,390	\$201,390	\$163,200	\$0	\$163,200	\$38,190	Low	Works in January, P/O issued to seal contractor	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
77	Regional Road Group													
78	RRG Mckenzie Rd (Construction)-New seal over gravel - SLK 0 - 1.85	\$424,275	\$424,275	\$165,202	\$100,255	\$265,457	\$158,818	Low	Construction started October	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
79	RRG Nomans Lake Siding Rd (Rehab) SLK - 0.03 - 2.07	\$244,797	\$244,797	\$72,442	\$0	\$72,442	\$172,355	Low	December	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
80	RRG Wanerie Rd (Rehab) SLK 4.1 - 5.3	\$163,492	\$163,492	\$47,411	\$0	\$47,411	\$116,081	Low	December	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
81	Wheatbelt Secondary Freight Network													
82	WSFN Wandering Road Development Works	\$75,000	\$75,000	\$11,500	\$0	\$11,500	\$63,500	Low	December	Technical & Rural Services	On Track	0%	01/07/22	30/04/23
83	Black Spot programme													
84	Blackspot Tarwonga Rd (Rehab) SLK 15.5 - 16	\$132,000	\$132,000	\$46,530	\$0	\$46,530	\$85,470	Low	February	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
85	Drainage Construction													
86	Drainage Easement Falcon St	\$30,000	\$30,000	\$0	\$0	\$0	\$30,000	Medium	Awaiting administration completion from DRS	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
87	Muni Funded Roadworks													
88	NGN Valley Rd (Construction) SLK 4.83 - 6.83	\$200,000	\$200,000		\$95,055	\$95,055	\$104,945	Low	November	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
89	NGN Valley Rd (Construction) 3.5km out it transport	\$237,477	\$37,477	\$126,000	\$0	\$126,000	-\$88,523				On Track			
90	Park Street Widening (From Federal St to Church)	\$13,423	\$13,423	\$0	\$0	\$0	\$13,423	Low	November	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
91	Gorden Street Stabilising	\$59,329	\$59,329	\$23,220	\$301	\$23,521	\$35,808	Low	December	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
92	Design new Intersection for Wanerie and Cooraminning Roads	\$40,000	\$40,000	\$0	\$0	\$0	\$40,000	Low	May	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
93	Manaring Rd Re-sheet (Currently Quartz)	\$182,321	\$182,321	\$0	\$0	\$0	\$182,321	Low	June	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
94	Flavel Road Re-sheet (Currently Quartz)	\$22,929	\$22,929	\$0	\$0	\$0	\$22,929	Low	June	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
95	Highbury West Re-sheet (Currently Quartz)	\$35,578	\$35,578	\$0	\$0	\$0	\$35,578	Low	June	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
96	Pethybridge Rd Re-sheet (Currently Quartz)	\$103,337	\$103,337	\$0	\$0	\$0	\$103,337	Low	June	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
97	Cowcher Rd Re-Sheet (Currently Gravel)	\$31,366	\$31,366	\$0	\$0	\$0	\$31,366	Low	June	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
98	Chomley Road Seal (Weise) (Under policy 12.14)	\$30,087	\$30,087	\$0	\$0	\$0	\$30,087	Low	Obtain payment before completing	Technical & Rural Services	On Track	0%	01/04/23	30/06/23
99	Two Solar (Mobile) Speed Detection Signs	\$22,000	\$22,000	\$15,995	\$4,545	\$20,540	\$1,460	Low	Delivered, awaiting install	Technical & Rural Services	On Track	80%	01/04/23	30/06/23
100	Footpath Construction													
101	Burns Street Footpath (Kipling to Doney St)	\$22,000	\$22,000	\$19,450	\$0	\$19,450	\$2,550	Low	RFQ complete and awarded. Install before December 2022.	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
102	Doney Street Footpath (Butler to Grey St)	\$29,000	\$29,000	\$19,450	\$0	\$19,450	\$9,550	Low	RFQ complete and awarded. Install before December 2022.	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
103	Plant Replacement Purchases													
104	Dynapak Padfoot- Outright Sale	-\$40,000	-\$40,000	\$0	\$0	\$0	-\$40,000	Low	To go to public auction November/December	Technical & Rural Services	On Track	0%	01/10/22	31/12/22
105	Flocon (p8215) Roadsealing - Trade old Flocon and purchase new	\$350,000	\$350,000	\$349,881	\$0	\$349,881	\$119	Low	New Flocon due November 2022	Technical & Rural Services	On Track	25%	27/07/22	31/12/22
106	Jet Patcher (p8218)- Outright Sale	-\$20,000	-\$20,000	\$0	\$0	\$0	-\$20,000	Low	To go to public auction when replacement arrives, expected December	Technical & Rural Services	On Track	75%	01/10/22	31/12/22
107	TCM Loader- Outright Sale	-\$5,000	-\$5,000	\$0	\$0	\$0	-\$5,000	Low	To go to public auction November/December	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
108	Bobcat	\$80,000	\$80,000	\$78,900	\$0	\$78,900	\$1,100	Low	RFQ complete and P/O issued.Delivery November	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
109	John Deere Ride On Mower (Parks)	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	Low	RFQ in progress	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
110	John Deere Ride On Mower (Caravan Park)	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	Low	RFQ in progress	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
111	Hino Road Sweeper	\$350,000	\$350,000	\$0	\$348,500	\$348,500	\$1,500	Low	Truck delivered.	Technical & Rural Services	Complete	100%	01/01/23	31/03/23
112	Hino 300 Series Crew Cab	\$100,000	\$100,000	\$109,262	\$0	\$109,262	-\$9,262	Low	P/O issued, delivery March. Over expense counterbalanced and indeed small savings to budget made, by compensating increased trade.	Technical & Rural Services	On Track	85%	01/01/23	31/03/23
113	Single Cab Ute Isuzu (Parks/Curator)	\$35,000	\$35,000	\$0	\$0	\$0	\$35,000	Low	RFQ in progress	Technical & Rural Services	On Track	0%	01/01/23	31/03/23
114	2018 Mitsubishi (MCLC)	\$30,000	\$30,000	\$0	\$40,690	\$40,690	-\$10,690	Low	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivered complete.	Technical & Rural Services	Complete	100%	01/01/23	31/03/23
115	2018 Mitsubishi (MF)	\$30,000	\$30,000	\$0	\$44,532	\$44,532	-\$14,532	Low	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivered complete.	Technical & Rural Services	Complete	100%	01/01/23	31/03/23
116	2018 Holden (EHO)	\$30,000	\$30,000		\$40,690	\$40,690	-\$10,690	Low	Replaced with PHEV Hybrid, slightly over Budget however this additional expenditure will be made up in the first 12 months from FBT exemption. Additions funds made on sale of trade vehicle. Delivered complete.	Technical & Rural Services	Complete	100%	01/01/23	31/03/23
117	2020 Isuzu (Senior Ranger)	\$45,000	\$45,000	\$55,892	\$0	\$55,892	-\$10,892	Low	Senior Ranger to facilitate RFQ - over expense counterbalanced by matching increased trade	Technical & Rural Services	On Track	50%	01/01/23	31/03/23
118	Bridges													
119	Tarwonga Road Bridge (MRWA Facilitate)	\$192,000	\$192,000	\$0	\$0	\$0	\$192,000	Low	MRWA facilitation design and delivery	Technical & Rural Services	On Track	0%	01/01/23	30/06/23
120	Whinbin Rock Road Bridge (MRWA Facilitate)	\$396,000	\$396,000	\$0	\$0	\$0	\$396,000	Low	MRWA facilitation design and delivery	Technical & Rural Services	On Track	0%	01/01/23	30/06/23
121	Economic Services													
122	Tourism & Area Promotion													
123	Caravan park upgrades(ablution blocks & Kitchen)	\$45,000	\$45,000	\$380	\$7,081	\$7,461	\$37,539	Low	RFQ for rendering in progress, painting of ablutions to be in summer. Stainless steel benches and tables in camp kitchen installed.	Technical & Rural Services	On Track	25%	27/07/22	31/12/22
124	Construction of 3 chalets at Caravan Park	\$450,000	\$450,000	0	\$1,156	\$1,156	\$448,844	Medium	Tender has closed 14/11/22. Only one submission recieved, not compliant. Will discuss options with the Executive.	Technical & Rural Services	On Track	25%	01/10/22	31/12/22
125	Other Economic Services													
126	Land Development Opportunity	\$40,000	\$40,000	\$0	\$0	\$0	\$40,000	Medium	Havelock St Property sold to private owner and rates paid - available for reallocation at Budget Review, noting it was to be funded from the ED Reserve.	Office of CEO	On Hold	0%	01/08/22	30/12/22
127	Building Maintenance - Old Jewellers Shop	\$10,000	\$10,000	\$3,185	\$21,843	\$25,028	-\$15,028	Low	Over exp authorised by CEO - unbudgeted income will compensate from proposed tenancy.New A/C to be installed to complete works entirely.	Development & Regulatory Services	On Track	95%	01/10/22	31/12/22

	Project Title/Task	Original Budget	Current Budget	Outstanding PO Exp to 30/11/22	Actual Exp to 30/11/22	Total Committed Expenditure	Budget Remaining (incl P/Os)	Current Risk Rating (of completion by 30/6)	Comments	Accountability	Status	% Complete	Start Date	Due Date
128	Good Shed Roof & Wall Restoration (LRCIP 3)	\$300,000	\$300,000	\$0	\$2,640	\$2,640	\$297,360	Medium	Heritage Application lodged. Referral number P3521-50123.	Office of CEO	On Track	2%	01/10/22	30/06/23
129	Other Property & Services													
130	Administration Overheads													
131	2 Copiers Replacement at Shire office (Main & Gen printer)	\$20,000	\$20,000	\$0	\$19,933	\$19,933	\$67	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 21/09/22 - Quotes received as part of procurement process, preferred provider selected and will be ordered in following weeks. 17/10/22 - Awaiting delivery. 14/11/22 - Copiers delivered and installed, project complete.	Corporate & Community Services	Complete	100%	27/07/22	31/12/22
132	Altus Payroll software implementation	\$48,674	\$48,674	\$48,098	\$65	\$48,163	\$511	Low	15/08/22 - Meeting with Altus project manager (Tania Read) scheduled for 18/08 to recommence work for completion by Dec 22. 30/08/22 - Project recommenced, weekly meetings and Go live scheduled for 25 Nov 22. 21/09/22 - Parallel pay run in September, progressing well and go live date 25 Nov 22 all on track 17/10/22 - No further update at this time, project progressing as expected. 14/11/22 - User training provided, and parallel pay runs being finalized. Go live date amended by vendor to Jan 23 to mitigate any risks and ensure no errors during holiday period. 5/12/22 - Parallel Pay runs being reviewed, and project continues to progress as expected. Additional training to be provided to Homecare staff, project on track.	Corporate & Community Services	On Track	85%	01/10/22	31/12/22
133	IT Upgrades as per Asset Management Plan	\$40,000	\$40,000	\$0	\$25,239	\$25,239	\$14,761	Low	15/08/22 - Project meeting scheduled with IT Officer 16/08/22. 31/08/22 - Quotes being obtained to meet requirements of project, all on track 17/10/22 - Assets being purchased, Procurement project not yet commenced (15k) 5/12/22 - IT upgrades on track, E-Invoice Demo planned for Jan 23 as part of creditor process improvements (procurement project).	Corporate & Community Services	On Track	50%	01/04/23	30/06/23
134		\$9,925,851	\$9,726,206	\$1,933,896	\$1,112,856	\$3,046,752	\$6,664,693							

10.4 OFFICE OF THE CHIEF EXECUTIVE OFFICER

10.4.1 WALGA GOVERNANCE REVIEW

File Reference	14.4.1
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure.
Applicant	WALGA
Previous Item Numbers	Nil
Date	29 November 2022
Author	Dale Stewart – Chief Executive Officer
Authorising Officer	Dale Stewart – Chief Executive Officer
Attachments 1. Best Practice Governance Review – Background Paper 2. Best Practice Governance Review – Consultation Paper – Model Options	

Summary

The Western Australian Local Government Association (WALGA) is seeking feedback from local governments on its Best Practice Governance Review. This an opportunity to review and reshape the governance model, where necessary, so that WALGA is well-placed to represent, respond and deliver outcomes for their members.

Background

WALGA has, as a part of its Corporate Strategy 2020-25, identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review include:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments;
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "deal with matters related to State Councillors' Candidature for State and Federal elections";
- Proposed legislative reforms to remove WALGA from being constituted under the Local Government Act 1995 (WA); and
- Constitutional requirements for WALGA to become a registered organisation under the Industrial Relations Act 1979 (WA), which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission.

In March 2022, WALGA's State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review. The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussions regarding WALGA's current governance model, better membership engagement, and opportunities for change. At the meeting, five (5) comparator organisations were identified to be used as part of the comparative analysis. The

subsequent Steering Committee meetings focused on the development of governance model principles.

WALGA has presented 5 governance model options:

- Option 1 – Two tier model, existing zones;
- Option 2 – Board, regional bodies;
- Option 3 – Board, amalgamated zones;
- Option 4 – Member elected board, regional groups; and
- Option 5 – current model.

Consultation

WALGA are seeking feedback from all Western Australian local governments, as well as from Elected Members and Chief Executive Officers.

Statutory Environment

Proposed Legislative reforms could also impact WALGA's governance arrangements.

- The Minister for Local Government's reforms to the Local Government Act 1995 proposes to remove WALGA from being constituted under the Local Government Act.
- A review of WA's Industrial Relations Act 1979 provides an opportunity for WALGA to be constituted as a registered employer organisation, which would enable WALGA to make applications in its own right on behalf of the sector

Policy Implications

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

Financial Implications

Nil

Strategic Implications

Objective:	4.	Civic Leadership Objective (Continually enhance the Shire's organisational capacity to service the needs of a growing community)
Outcome:	4.1	An efficient and effective organisation
Strategy:	4.1.1	Continually improve operational efficiencies and provide effective services
Strategy:	4.1.2	Continue to enhance communication and transparency

Risk Implications

Risk	Risk Likelihood	Risk Impact / Consequence	Risk Rating	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Lack of feedback from local governments result	Unlikely (2)	Minor (2)	Low (1-4)	Engagement Practices	Manage by providing a

in an unsatisfactory review process.					submission to the review.
Potential for new/reviewed governance practices.	Possible (3)	Minor (2)	Medium (5-9)	Engagement Practices	Manage by providing a submission to the review.

Risk Matrix

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

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

Comment/Conclusion

WALGA's Corporate Strategy 2020-2025 identifies its governance model as a key enabler of performance, with the following description: "*We have contemporary governance and engagement models.*" Member and stakeholder feedback from a range of sources over several years has highlighted dissatisfaction with the current governance model. Specifically:

- Structure – WALGA's governance structure is seen by members and stakeholders as creating roadblocks, hindering decision-making, and holding WALGA back;
- Responsiveness – there is a perception among members and stakeholders that WALGA's governance model is slow and bureaucratic in an environment that requires agility;
- Prioritisation and Focus – members and stakeholders acknowledge the challenges of developing unified Local Government policy positions and advocacy priorities given the diversity of Local Government sector interests;
- Transparency and Accountability – feedback from members and stakeholders suggests that WALGA should be more transparent about its decision-making processes; and
- Zones – Feedback from members and stakeholders in relation to Zones and Zone meetings is mixed. A proportion of WALGA's membership believes that Zones are not as representative, strategic nor effective as they potentially could be.
















The following principles were endorsed at the State Conference Annual General Meeting which was held on 2 October 2022.

- Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;
- Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and
- Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.

WALGA is now seeking formal feedback by 23 December 2022, via a Council decision, on governance model options as presented in the Consultation Paper.

In addition, WALGA will be undertaking independent consultations from CEOs and Elected Members.

Below are the 5 options, including the current model, with details of each of their key governance bodies.

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
 Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents	 Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents	 Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents	 Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents	 State Council (25 members) 24 State Councillors 1 President
 Policy Council (25 members) 24 members plus President	 Regional Bodies (4 metro, 4 country)	 Zones (6 metro, 6 country)	 Policy Teams / Forums / Committees	 Zones (5 metro, 12 country)
 Zones (5 metro, 12 country)	 Policy Teams / Forums / Committees	 Policy Teams / Forums / Committees	 Regional Groups	 Policy Teams / Forums / Committees

Attachment 2, pages 15-19 illustrates the nuances of each Option.

Obviously Option 5, the status quo, current model provides the clearest reference point upon which to try and best judge the other four (4) options. It is perhaps very subjective therefore, how one can assess alternate options or models. However, given WALGA is asking local governments to provide feedback on which Option might suit Narrogin's needs (as a member) and the needs of the Association moving forwards, the following subjective comments / observations are provided for assisting debate from the sole perspective of the Chief Executive Officer, who has witnessed and participated in WALGA and its predecessors' zones, over the past 37 years and also undertaken a five (5) day Australian Institute of Company Directors Course:

- WALGA represents 139 member local governments, whose size, scale, location and diversity is extreme. For this reason, it is often difficult to obtain a view on some issues that is 'acceptable' to all. That is the primary reason WALGA has always had an equal representation from metropolitan based local governments versus non (Country), with the President alternating from year to year. Notwithstanding going against the principles of one vote one value.
- WALGA originally (2001) was formed from the merger of the Western Australian Municipal Association, Country Shire Council's Association, the Local Government Association of WA and Country Urban Councils Association.
- Option 5 is known and whilst cumbersome, represents the best way of the diversity of viewpoints across the State and size and scale of local governments.

- Sometimes there is safety in the known compared to the unknown.
- The existing Option is sometimes frustrating and time consuming and lengthy to get to an agreed perspective, but could be argued can provide a more balanced view, given the diversity of members.
- Options 1, 2, 3 and 4 all introduce the concept of a Board (elected still) and between two (2) to three (3) independent Board Members. This might add cost but also add 'value' and professional viewpoints (Accountant, Lawyer etc).
- Options 1 and 5 retain the current zones. That might be relevant as an issue given likely travel times and distance, compared to the other Options, which would probably result in the tendency to use teleconference as opposed to face to face and meet less frequently?
- WALGA Consultation Paper (Attachment 2) notes that the Options meet the Principles as follows (highlighting arguably WALGA's position that there is an argument for change):
 - Option 1 score of 8/10
 - Option 2 score of 8/10
 - Option 3 score of 7/10
 - Option 4 score of 7/10
 - Option 5 score of 4/10.

In summary, it could be argued that local governments don't utilise or haven't seen value in zones for many years. Tending to go directly (to government) with an issue, given the diversity and clumsiness of the zone and board system of the current model.

What has worked well, from the view of the Chief Executive Officer, is advocacy for the sector for many years, particularly given the complexity and diversity of its members perspectives and needs.

Conversely however, if there was no WALGA, would we be the poorer as an industry and individual local governments. The Chief Executive Officer is of the view that this is the case.

The only question remains then, is what is the preferred model moving forwards? Does Narrogin recommend status quo, which its own Association is indicatively saying it is no longer functional or fit for purpose? Does Narrogin take a risk and vote for change? Can Narrogin be guaranteed a better option? Or is better to vote for what one knows versus what isn't tried and tested? There is perhaps no right answer, without the benefit of hindsight.

The key is which option best suits Narrogin and its community and interest first and foremost, secondly those of the Wheatbelt of WA and lastly those of regional WA?

On balance the Chief Executive Officer believes that Option 1, Two Tier Model with existing zones is worth pursuing, noting that allowing up to three (3) independents on a 11 person Board could be potentially dangerous to meeting the needs of members (if those independent Board Members aren't selected carefully). However, there is safety in the status quo, if the Council wishes to go with that preference.

Voting Requirements

Simple Majority

OFFICERS' RECOMMENDATION

That Council respond to the request of the Western Australian Local Government Association (WALGA) regarding its Governance Review, that the Shire of Narrogin:

1. Endorses the principles that inform WALGA's future governance model and accompanying governance implications below:
 - a. Representative – WALGA unites and represents the entire Local Government sector in WA and understands the diverse nature and needs of members, regional communities and economies;
 - b. Responsive – WALGA is an agile association which acts quickly to respond to the needs of members and stakeholders; and
 - c. Results Oriented – WALGA dedicates resources and efforts to secure the best outcomes for Local Government and supports the delivery of high-quality projects, programs and services.
2. Believes that Option 1, the Two Tier Model with existing zones is preferred, with its second preference the status quo, in option 5, the Current Model.

Best Practice Governance Review

Background Paper

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Best Practice Governance Review

1. Background, Approach and Timeline

Background and Approach

Background and approach that led to the development of the governance principles for the Best Practice Governance Review.

Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members. Other drivers for the review included:

- Misalignment between key governance documents; Constitution, Corporate Governance Charter, State Council Code of Conduct, and Standing Orders – stemming from varying amendments.
- State Council's 3 September 2021 resolution requesting amendment to the Constitution to "deal with matters related to State Councillors' Candidature for State and Federal elections".
- Proposed legislative reforms to remove WALGA from being constituted under the *Local Government Act 1995* (WA).
- Constitutional requirements for WALGA to become a registered organisation under the *Industrial Relations Act 1979* (WA), which would enable WALGA to make applications in its own right to the Western Australian Industrial Relations Commission

In March 2022 State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had its first meeting on 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. Steering Committee meetings 2 to 5 had a focus on the development of governance model principles.

This document

This document presents the key insights from the jurisdictional and comparator organisation analysis that supported the development of the governance principles. The final section presents the endorsed governance principles.

Jurisdictional Analysis – This section compares WALGA to equivalent jurisdictional associations (e.g. LGASA). This provides key insights into the size and election processes of WALGA compared to equivalent associations.

Comparator Organisations – This section compares WALGA's governance arrangements to five comparator organisations that were agreed at the BPGR Steering Committee meeting 1. This provides key insights into the size, election processes and recent governance changes of these five comparator organisations.

Governance Model Principles – The governance model principles were developed through BPGR Steering Committee meetings 2 to 5. This provides a structure for understanding how the current governance model of WALGA and any future governance model aligns to these principles.

The following slide outlines the timeline of key events and meetings that formed part of the BPGR.



Timeline

Timeline of key events with a focus on the BPGR Steering Committee meetings throughout May to August 2022

WALGA Corporate Strategy 2020-25

In 2019, a five-year Corporate Strategy was developed and identified that a governance model was key to delivery of the strategy. 19 interviews and 2 workshops covering 20 Local and State Government leaders informed the strategy.

Stakeholder Engagement Project, GRA Partners, 2021

45 responses received from Federal and State Government and Opposition.

Commissioning of Best Practice Governance Review

In March 2022, WALGA commissioned PwC to support the BPGR Project.

First BPGR Steering Committee meeting held

On 22 May 2022, the first meeting of the BPGR Steering Committee identified five comparator organisations for the Review.

Third BPGR Steering Committee meeting held

On 28 June 2022, an options paper was reviewed.

State Council updated

On 3 August 2022, an update on the BPGR was provided to State Council.

Principles shared

In September 2022 agreement on the next steps for sharing the principles with Local Government members.

2019 Governance Review

A governance review was undertaken in 2019 that led to numerous process changes.

WALGA Stakeholder Engagement Project, Marketforce 2021

105 survey responses and 42 interviews were facilitated across 95 Local Governments.

State Council Performance Assessment, 2020

17 survey responses and comments received from State Councillors.

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Second BPGR Steering Committee meeting held

On 8 June 2022, the initial draft of comparator organisations was presented and assessment criteria was identified.

Fourth BPGR Steering Committee meeting held

On 18 July 2022, core principles were decided to guide the BPGR.

Fifth BPGR Steering Committee meeting held

On 10 August 2022, core principles for the BPGR were finalised.

Best Practice Governance Review

2. Jurisdictional Analysis

Analysis: Jurisdictional equivalents to WALGA

Jurisdictional equivalents of WALGA have been analysed according to their size and election methods.

Background

Prior to the BPGR Project commencing in March 2022, work was undertaken to understand governance arrangements in other jurisdictions. The focus of this work was on associations from other Australian states, as well as New Zealand.

The full list of associations are:

- Local Government NSW (LGNSW)
- Municipal Association Victoria (MAV)
- Local Government Association of Tasmania (LGAT)
- Local Government Association of South Australia (LGASA)
- Local Government Association of Queensland (LGAQ)
- Local Government Association of Northern Territory (LGANT)
- Local Government Association of New Zealand (LGNZ)

The assessment of these associations focused on providing insights into the following domains:

- **Size of Board:** How many board members are there in comparison to the 25 WALGA board members?
- **Method of Election of President:** How is the President elected to the board?
- **Method of Election of Board Members:** How are board members elected?

Key Insights

Key insights following the comparison of WALGA to equivalent associations are outlined below:

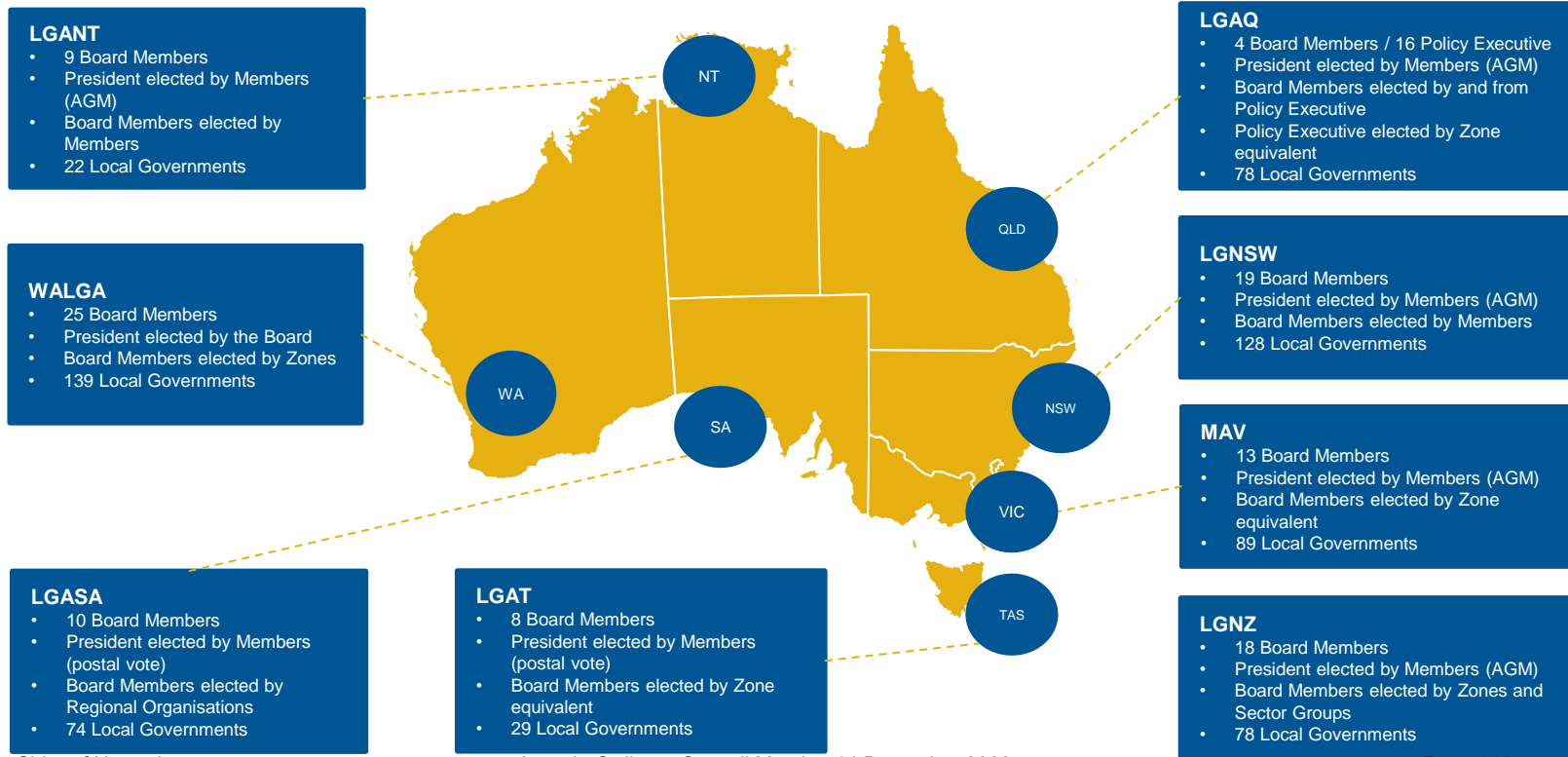
- **Size of Board** – while WALGA's board (State Council) contains the largest number of representatives, it can be seen that boards of Local Government Associations tend to be relatively large. The average board size (using Queensland's policy executive, not board) is 15.4.
- **Method of Election of President** – WALGA is an outlier: all other Presidents are elected directly by the membership. Perhaps this is a reflection of the prevalence of Council elected Mayors and Presidents in WA.
- **Method of Election of Board Members** – The majority of associations use regional groupings (equivalent to our Zones) to elect board members. The New Zealand hybrid model of electing representatives from geographic zones and sector groups (metro, provincial, rural, regional) is of interest.

The following slide presents this information for each of the seven associations.



Summary: Jurisdictional equivalents to WALGA

Summary of jurisdictional analysis of WALGA equivalents in relation to their Board membership, election methods and number of Local Governments.



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Best Practice Governance Review

3. Comparator Organisations

Comparator organisations

Comparison of WALGA's governance model to the governance models of five comparator organisations.

Background

The BPGR Steering Committee had its first meeting on the 5 May 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change.

At the meeting, five comparator organisations were identified to be used in a governance model comparative analysis. The organisations were selected on the basis of their similarity to WALGA as WA member-based peak industry organisations.

The selected organisations were: Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and Pharmacy Guild (PG) WA Branch.

Process

WALGA supplied a range of background documents to assist in undertaking the initial desktop comparison. This included the Constitution, Corporate Governance Charter, Corporate Strategy 2020-2025, Standing Orders, Elected Member Prospectus, Flow Chart – WALGA Zone and State Council Process, Final Report – State Councils and Zone Structure and Process Working Group.

The documentation used for the comparator organisations were typically the:

- Constitution – which serves as the instrument for establishment of the association;
- Annual reports – which contains information about an association's performance over a 12-month period; and
- Organisational website – which may outline the structure and current composition of the board, council and the leadership team of the organisations.

Interviews were successfully arranged with three of the five organisations. They were AMA WA, CCI WA and CME WA. The document analysis and interviews provided insights into the size, election methods and recent changes within these organisations.

Key insights

Key insights through the comparison of WALGA to the five comparator organisations are outlined below:

- **Size of Board** – WALGA's board (State Council) was larger than all other comparator organisation's boards.
- **Election methods** – election methods varied across the comparator organisations but many involved election through the membership.
- **Change** – three of the five organisations had recently undergone changes or reviews of their governance structures. There were a range of drivers for this change including: to increase the decision making ability of the board; to use specific working groups to focus on specific topics of interest and to increase representativeness of specific groups (e.g. Aboriginal and Torres Strait Islanders).

The following slide presents summary information on the size and election methods of the five comparator organisations. This is then followed by more detailed background into each organisation, their governance structure and any outcomes from conversations with these organisations.



Summary: Governance structure analysis

WALGA's governance structure was analysed in comparison to five comparator organisations

Organisational Comparisons	Number of Board Members	President Elected by	Board Members elected by
WA Local Government Association (WALGA)	25	The Board	Zones
Australian Medical Association (AMA)	9	AMA WA Members	Members of the Association
Chamber of Commerce and Industry WA (CCIWA)	7 to 10	The Board	<ul style="list-style-type: none"> Up to 12 elected by Members Up to 8 appointed by the Board Up to 8 appointed by the Council
Chamber of Minerals and Energy (CME)	6 to 11	Ordinary Members	Executive Councillors
Australian Hotels Association (AHA) WA	17	The Branch Committee of Management	The Branch Committee of Management
Pharmacy Guild (PG) – WA branch	16 to 22	The Branch	Financial Members from the same region as the Branch

Note: The Council, Branch, or Board chosen from the organisations above were chosen for how appropriate their structure is as a comparison to the WALGA State Council.



Organisational Analysis: Australian Medical Association (AMA) WA

With over 5,000 members, the AMA (WA) is the largest independent professional organisation for medical practitioners and medical students in the State. Total revenue and other income for AMA nationally in 2020 was reported as \$21,928,000.

Organisational Information

The AMA (WA) Board was created in 2017 and is comprised of the President, Immediate Past President, two Vice Presidents and five members of Council who are elected to sit on the Board (9 in total).

The AMA (WA) Council consists of four office bearers (President, Immediate Past President, two Vice Presidents). Additionally, there are the Specialty Group Representatives (e.g. General practice, surgery); Practice Group Representatives (e.g. rural doctors, public hospital doctors); Ordinary Council Members; and, Co-opted Council Members. Majority of the representatives and members represent their specialty (e.g. anaesthetics) or group of representative (e.g. medical student society).

The AMA Federal Council meets quarterly and is the AMA's main policy-making body. It is a forum to identify and debate emerging issues of relevance to the membership. The Federal Council's primary role is to: Form the policy of the AMA; Propose changes to existing policy; and Elect representatives to roles and committees. There is one State and one Area nominee from WA on the Federal Council.

The Leadership team consists of seven staff. CEO, CFO, COO, General Manager Training and Recruitment, Operations Manager, General Manager Financial Services and an HR manager.

Governance Structure*

The Board comprises of approximately 9 members.

The Board may increase or decrease the number of Advisory Council members as needed. However, it currently has 4 members.

The Board focuses on governance, managing the Association's conduct and business, and ensuring conformity with the constitution.

The General Council focuses on advocacy, policy making, and representation of the association.

The Board and Council is also supported by Specialty Group Representatives, Practice Group Representatives, Ordinary Council Members, and Co-Opted Council Members.

Outcomes of Organisation Discussion

- **Governance Review:** The 2020 annual report mentions that an organisation-wide review was undertaken with the transformation in the process of being implemented until March 2020 (COVID).
- **Representation:** It is more important to restrict the number of Board members than Councillors. Board members are involved in making policy and governance decisions, requiring a greater decision-making capability; Councillors are more involved in stakeholder engagement and solving specific issues through working groups, therefore Council size has less impact to efficiency and effectiveness of the model.
- **Engagement:** The president is the spokesperson when it comes to policy issues. Councillors represent the views of Specialty Groups, Practice Groups, and the medical profession as a whole.
- **Feedback on the current model:** Board members have previously taken the role because they are passionate, but do not necessarily have the right expertise, resulting in poor governance. Board members who have leadership and governance experience have proven to be effective in the updated model. The Board would benefit from an independent audit partner and increased diversity in specialty, a simplified purpose of the Board and Council Advisory, and a reduced number of meetings each year.

*The AMA WA Constitution does not specify the number of Board or Council members. Member numbers are Ordinary Council Meeting 14 December 2022
Ordinary Council Meeting 14 December 2022



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Organisational Analysis: Chamber of Commerce and Industry (CCI) WA

CCIWA is a not-for-profit member organisation providing information, professional services and support for businesses in Western Australia, with over 2,000 WA members. Total revenue and other income for 2021 was reported as \$34,270,130.

Organisational Information

The CCIWA operates as a company limited by guarantee. This came into effect on 11 January 2019. The change in status means that CCIWA is now incorporated under the *Corporations Act 2001* (Cth) rather than the State legislation covering incorporated associations.

Based on the constitution, the number of board members can be between 9-12 (including President & Vice President). The current board has only 6 members including the President and Vice President.

There is a General Council. The constitution states that Councillors can be up to certain numbers depending on who they were elected by. The resulting effect is a council that does not have consistent numbers of members and does not need to fill all positions. This is unlike WALGA's governance model where representatives are elected by zones.

The Board is responsible for the sound governance of the organisation, whereas the General Council provides input to the organisations policy; provides advice to the Board; acts as a point of interface; elects and appoints Council Elected Directors; and passes resolutions relating to specific handling of assets and raising and borrowing funds.

Governance Structure

The Board comprises of 9 – 12 members.

The Board focuses on strategic priorities, financial performance and compliance issues.

The General Council consists of up to 28 Councillors.

The General Council focuses on developing and being spokespersons on public policy frameworks and positions.

The governance structure is supported by bespoke working groups, formed from Councillors as relevant for specific strategic and policy issues.

Outcomes of Organisation Discussion

- **Governance Review:** CCIWA conducted a review of their 2018 Constitution, resulting in changes contained in the 2021 Constitution, including: The governance model was revised to increase the decision-making capability of the board; The structure of the General Council was determined to be too generic causing low Councillor attendance. After the review, Councillors were split into bespoke working groups for specific policy issues for the upcoming 12-month period. This resulted in higher councillor attendance, than the previous governance model.
- **Representation:** In the new revision of the constitution, two new types of Councillors were included to increase representation for their respective groups. Future Leader Councillors, from members of University business schools; and First Nations Business Councillors, elected from First Nations Members.
- **Feedback on the current model:** In the current governance model, when a board member leaves, a temporary team member is appointed since board members can only be elected in general meetings.



Organisational Analysis: The Chamber of Minerals and Energy (CME) WA

CME WA is the peak resources sector representative body in Western Australia whose member companies generate 95% of all mineral and energy production and employ 80% of the sector's workforce in the State.

Organisational Information

The Corporate Governance Charter (Charter) provides guidance on the respective roles, responsibilities and authorities of members of the Executive Council (Executive Councillors) and members of the Advisory Board (Advisory Board Members) in setting the direction, management and control.

The number of Vice Presidents is determined by the Executive Council, the constitution contains no limit on the number of Vice Presidents and so the number of Vice Presidents is excluded from the diagram to the right.

Executive Councillors are elected by Ordinary Members, and there can be no less than 10.

The Role of the Advisory Board is to act as a traditional board providing strategic oversight on behalf of the Chamber. Key interface with the Executive Management Team on organisational matters, including strategy, operating accounts, governance and risk.

Governance Structure

Advisory Board comprises of 5-10 members.

The Advisory Board provides strategic oversight and acts as the key interface with the Executive Management team on strategy, operating accounts, governance and risk.

Executive Council (10+ members).

The Executive Council most senior interface to guide and prioritise the agenda of the Chamber and its respective committees and holds final decision-making authority re: annual financial reports/statements.

The governance structure is supported by committees including bespoke working groups, appointed by Executive Council as relevant for specific strategic and policy issues.

Outcomes of Organisation Discussion

- **Governance Review:** CME recently engaged in a governance review. In April 2020, CME put in place a governance charter. This codified processes and structures, clarified lines of accountability and included a director's code of conduct.
- **Representation:** Members who express an interest, get a seat at the table for the Executive Council. There are approximately 60 ordinary members with 16-20 regularly attending council meetings. This group is intended to provide a litmus check that the broader membership needs are being met.
- **Engagement:** Although the board is strongly engaged in the work and responsibilities it holds, there is the varying engagement of the executive council – this is broadly because due to the large array of issues it covers – the organisation would love to see stronger engagement in this area.
- **Feedback on the current model:** Based on the age of the organisation, the current pyramid structure works. This is successful largely due to the governance charter which provides clarity in role and structure for the organisation.



Organisational Analysis: Australian Hotels Association (WA)

The Australian Hotels Association (AHA) represents more than 5,000 members across Australia serviced by a network of branches based in every state and territory, plus a Canberra-based National Office. Total revenue and other income for AMA nationally in 2020 was reported as \$2,257,963.

Organisational Information

AHA was founded in 1892 and now represents more than 80% of the Western Australian hotel and hospitality industry.

The organisation has a branch in each state and territory, including a division in each branch known as the National Accommodation Hotels Division. The organisation and each of its branches have their own set of rules by which they are governed. However, ultimate authority is deferred to the National Board of the organisation.

All issues and opportunities are addressed by The Branch Committee of Management (The Branch). Consisting of six ordinary members, elected by members of the branch, and the president from each of the Territorial and Non-Territorial Divisions of the Branch. This includes a President, Senior Vice President, Vice President, Treasurer, Accommodation President and Country Representative. The President, Senior Vice President (SVP) and Vice President (VP) are elected by The Branch.

AHA developed a subsidiary known as 'Tourism Accommodation Australia (TAA)'. TAA publicly represents and lobbies specifically for accommodation hotels separately from the AHA's general hospitality members. However, membership to both AHA and TAA is granted to accommodation properties. There are 11 Divisional Presidents – 7 represent different Areas/Regions and 4 represent different membership groups.

Governance Structure*

Branch Committee of Management has 6 Ordinary members & the president of each Territory/Non-Territory Division (11).

Focuses on staff remuneration/conditions, branch transactions, disbursements, funds and resolves delegated Commonwealth industrial disputes.

There is no council or other governing entity to provide support to the Branch Committee of Management.

Relevance to WALGA BPGR

AHA was contacted to schedule an interview; however, there was no response following multiple requests. The following insights have been made by research on their publicly available governance information and documentation.

- **Composition:** Similar to WALGA's State Council, the AHA Governance structure only has one governing entity, The Branch Committee of Management. The number of branch members (17) is smaller than WALGA (25).
- **Responsibilities:** The AHA Branch Committee of Management is responsible for financial activities; however, the Rules document does not mention that they are responsible for activities that other comparator organisations governing entities are, such as policy creation or ensuring compliance.
- **Lack of compliance with constitution:** The Rules of the AHA WA Branch document acts as the Association's constitution. However, there are many conflicts between the governance structure in the Branch Rules document, and the governance structure depicted on AHA WA's website. For example, in the document the supreme governing body of the Branch is the Branch Committee of Management, whereas on the website it is the Executive Management team. Additionally, there is no mention of a board in the Rules document, but there is a Board of Management on the website.



Organisational Analysis: Pharmacy Guild (WA Branch Focus)

Pharmacy Guild supports over 5,800 pharmacies across Australia. It is broken up into Territory Branches with more than 600 pharmacies as members in WA (est. 2017).

Organisational Information

The Pharmacy Guild's WA Branch's Annual Report can only be viewed by Members of the Organisation.

The Branch consists of the Branch Executive, and the Branch Committee. Where the Branch Executive consists of the Branch President, Branch Vice President(s) and the National Councillor(s). Additionally, in the Branch Executive, the position of Branch President and Vice President can also be held by a National Councillor, resulting in different numbers of Branch Executives between states.

The National council has the power to determine and direct policy, settle disputes, control the national fund, appoint an auditor and other activities relating to being the supreme governing entity.

The constitution does not specify who exactly elects the Branch President, or the Branch Vice Presidents, only that they are elected from the Branch. Whereas Branch Committee Members are elected by financial members in that region.

The Branch and the National Council shall appoint their own auditor. Resulting in potential conflicts of interest, as hypothetically the Branch and the National Council can appoint an auditor who audits in their favour.

Governance Structure*

Branch Executive consists of 2 – 6 Executive Members.

All powers and functions of the Branch Committee between meetings of the Branch Committee.

Branch Committee consists of 7 - 14 committee members (excluding the Branch executive).

Control the Branch fund, decide the agenda for and attend special meetings.

There is only one governing entity in WA for Pharmacy Guild, however the WA Branch consists of National Councillors, from the National Council which is the supreme governing body for the Pharmacy Guild. However, the Branch Committee can create subcommittees to carry out particular functions.

Relevance to WALGA BPGR

Pharmacy Guild WA was contacted to schedule an interview; however, they responded that they do not have time to discuss their governance model. The following insights have been made by research on their publicly available governance information and documentation.

- **Representation:** The interests of members are represented by the Branch Committee Members who are elected by the financial members of the same regions. Additionally, the interests of the National Council are represented in Branches by the National Councillors appointed in each Branch.
- **Composition:** The governance structure of the Branches of the Pharmacy Guild is adaptable to the needs of the Branch. Since the Branch Committee members can decide the number of Committee members needed in their branch, they can do so based on the needs of the Branch at any point in time, making the composition and size of the Branch adaptable to emerging needs. Also, the creation of additional branches and amalgamations of current branches is up to the decision of the National Council, enabling the National Council to alter the composition of the governance model nation-wide as needed. Branches can also create subcommittees as needed.



Best Practice Governance Review

4. Governance Principles

Development of Governance Principles

BPGR Steering Committee (SC) meetings and how they lead to the development of the proposed governance principles.

BPGR Steering Committee meetings

The BPGR Steering Committee (SC) was established by State Council to guide the review. SC Meetings 2 through to 5 acted as key inputs into the development of the Governance Model principles. The focus of SC Meetings two through to five led to the development of the governance principles.

SC Meeting 2 - On 8 June 2022, the initial draft of the comparator organisations and their governance structures was presented. The SC identified four assessment criteria for the purposes of assessing potential governance models. The assessment criteria were: (1) representation, (2) efficiency, (3) contemporary, and (4) sustainable. An Options Paper was then developed, using the assessment criteria against two governance model options.

SC Meeting 3 - On 28 June 2022, a discussion of the DRAFT Options Paper took place. The SC decided that a workshop was required to take a step back and develop the core governance principles (rather than assessment criteria) that needed to underpin any future governance model for WALGA.

SC Meeting 4 - On 18 July 2022, the SC discussed the principles and identified four principles that should guide WALGA's governance. They were Representative, Responsive, Results Oriented and Renewal. Renewal was the principle that some SC members deemed as optional and is not included as a separate principle. Some elements of renewal are incorporated into the other three principles.

SC Meeting 5 - On 10 August 2022, the SC discussed and finalised the proposed principles. Discussion focused on the principle components and their likely governance implications. Several activities also occurred around this SC meeting. This include an update to State Council at the Information Forum on 3 August 2022, finalisation of principles on 17 August 2022 to inform AGM Item and finalisation of Agenda Item for 2022 AGM, including approval by State Council.

Key outcomes

The SC agreed on the proposed governance model principles, their component parts and the implications of these principles. Specifically:

- **Principle definition** – the definition of each of the three principles.
- **Principle component** – the key component parts of each principle.
- **Principle component description** – a description of each principle component.
- **Governance implications** – the governance implications of each of the principle components.

The following slide presents the principles, their components and a description and their governance implications.

Endorsed Governance Principles

The principles for assessing WALGA's governance model options and governance implications

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
		Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.

Thank you

**For more information, visit our [website](#) or contact Tim Lane,
Manager Association and Corporate Governance, at
tlane@walga.asn.au or 9213 2029.**

Best Practice Governance Review

Consultation Paper – Model Options

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Best Practice Governance Review

1. Introduction

Introduction

Background

The Western Australian Local Government Association (WALGA) developed its Corporate Strategy 2020-25, and in doing so identified a key strategic priority, to undertake a Best Practice Governance Review. The objective of the review is to ensure WALGA's governance and engagement models are contemporary, agile, and maximise engagement with members.

Other drivers for the review included: misalignment between key governance documents; constitution amendments for State Councillors' Candidature for State and Federal elections; and legislative reforms for the *Local Government Act 1995*, and for the *Industrial Relations Act 1979*.

In March 2022, State Council commissioned the Best Practice Governance Review (BPGR) and established a Steering Committee to guide the Review.

The BPGR Steering Committee had five meetings between 5 May 2022 and 10 August 2022. There was wide-ranging discussion on WALGA's current governance model, the need to engage broadly with the membership, and opportunities for change. Key outputs from the BPGR Steering Committee meetings included:

- Agreement on five comparator organisations – Australian Medical Association (AMA) WA, Chamber of Commerce and Industry (CCI) WA, Chamber of Minerals and Energy (CME), Australian Hotels Association (AHA) WA and the Pharmacy Guild (PG).
- Review of governance models of Local Government Associations in other Australian States and Territories, and New Zealand.
- Drafting of governance principles that will underpin future governance models.
- Finalisation of governance principles and principle components across the domains of: **Representative, Responsive and Results Oriented**.

These activities are outlined in more detail in the Background Paper.

This document

This document outlines:

Principles: The governance model principles and principle components across the domains of: Representative, Responsive and Results Oriented. The principles were endorsed at the WALGA AGM on 3 October 2022.

Governance model options: Presents four potential governance model options and the structure and roles associated with each option. The four options are:

- **Option 1:** Two tier model, existing zones
- **Option 2:** Board, regional bodies
- **Option 3:** Board, amalgamated zones
- **Option 4:** Member elected board, regional groups
- **Option 5:** Current model

Alignment to principles: Each of these options are then assessed as to whether they align with the principles and their components. The assessment considers the option and whether it meets, partially meets or does not meet the principle component. Alongside this assessment are some discussion points. An example of this relates to diversity.

Diversity is a component of the governance model being representative. Diversity here may include consideration of whether the governance model comprises an appropriate diversity of skills and experience. It also provides opportunity to consider whether the governance model provides opportunity for members of diverse backgrounds e.g. people of Aboriginal and Torres Strait Islander descent, people with Culturally and Linguistically Diverse backgrounds.

Within all the model options, direct relationship with WALGA and regional / subregional collaboration would continue to be encouraged.



Best Practice Governance Review

2. Governance Principles

Governance Principles

The following Governance Principles were endorsed by members at the 2022 AGM

	Principle	Principle component	Component description	Governance implications
Representative	WALGA unites and represents the entire local government sector in WA and understands the diverse nature and needs of members, regional communities and economies.	Composition	The composition of WALGA's governance model represents Local Government members from metropolitan and country councils.	The governing body will maintain equal country and metropolitan local government representation.
		Size	An appropriate number of members/representatives oversees WALGA's governance.	Potential reduction in the size of the overarching governing body.
		Diversity	WALGA's governance reflects the diversity and experience of its Local Government members.	Potential for the introduction of a mechanism to ensure the governance model comprises an appropriate diversity of skills and experience.
		Election Process	Considers the processes by which WALGA's governance positions are elected and appointed.	Consideration of alternative election and appointment arrangements, with the President to be elected by and from the governing body.
Responsive	WALGA is an agile association which acts quickly to respond to the needs of Local Government members and stakeholders.	Timely Decision Making	WALGA's governance supports timely decision making.	WALGA's governance model facilitates responsive decision making.
		Engaged Decision Making	WALGA's Local Government members are engaged in decision making processes.	WALGA's governance model facilitates clear and accessible processes for Local Government members to influence policy and advocacy with consideration to alternatives to the existing zone structure.
		Agility	Considers the flexibility of WALGA's governance to adapt to changing circumstances.	WALGA's governance model is agile and future proofed for external changes.
		Focus	Considers the clarity and separation of responsibilities and accountabilities of WALGA's governance.	Governance bodies have clearly defined responsibilities and accountabilities, with the capacity to prioritise and focus on strategic issues.
Results Oriented	WALGA dedicates resources and efforts to secure the best outcomes for Local Government members and supports the delivery of high-quality projects, programs and services.	Value Added Decision Making	Facilitates opportunities for value to be added to decision making.	Adoption of best practice board processes, and introduction of governance structures that are empowered to inform decisions.
		Continuous Improvement	Considers regular review processes for components of the governance model, their purpose and achieved outcomes.	WALGA's governance is regularly reviewed every 3 to 5 years to ensure the best outcomes are achieved for Local Government members.

Best Practice Governance Review

3. Options and Current Model




Options and Current Model

Five options, including the Current Model, with details of each of their key governance bodies

Option 1 – Two tier model, existing Zones	Option 2 – Board, Regional Bodies	Option 3 – Board, Amalgamated Zones	Option 4 – Member elected Board, Regional Groups	Option 5 – Current Model
<div data-bbox="83 420 162 495"></div> <div data-bbox="189 405 343 536"> Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents </div> <hr/> <div data-bbox="83 596 162 671"></div> <div data-bbox="189 585 343 705"> Policy Council (25 members) 24 members plus President </div> <hr/> <div data-bbox="83 776 162 851"></div> <div data-bbox="189 776 314 860"> Zones (5 metro, 12 country) </div>	<div data-bbox="426 420 506 495"></div> <div data-bbox="533 399 687 547"> Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents </div> <hr/> <div data-bbox="426 596 506 671"></div> <div data-bbox="533 590 643 705"> Regional Bodies (4 metro, 4 country) </div> <hr/> <div data-bbox="426 776 506 851"></div> <div data-bbox="533 776 681 860"> Policy Teams / Forums / Committees </div>	<div data-bbox="782 420 861 495"></div> <div data-bbox="886 405 1041 536"> Board (15 members) 12 elected from Zones, incl. Board elected President Up to 2 independents </div> <hr/> <div data-bbox="782 596 861 671"></div> <div data-bbox="886 601 1000 689"> Zones (6 metro, 6 country) </div> <hr/> <div data-bbox="782 776 861 851"></div> <div data-bbox="886 776 1039 860"> Policy Teams / Forums / Committees </div>	<div data-bbox="1137 420 1217 495"></div> <div data-bbox="1242 405 1396 536"> Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents </div> <hr/> <div data-bbox="1137 596 1217 671"></div> <div data-bbox="1242 601 1392 683"> Policy Teams / Forums / Committees </div> <hr/> <div data-bbox="1137 776 1217 851"></div> <div data-bbox="1242 792 1344 844"> Regional Groups </div>	<div data-bbox="1491 420 1570 495"></div> <div data-bbox="1595 423 1750 516"> State Council (25 members) 24 State Councillors 1 President </div> <hr/> <div data-bbox="1491 596 1570 671"></div> <div data-bbox="1595 590 1721 672"> Zones (5 metro, 12 country) </div> <hr/> <div data-bbox="1491 776 1570 851"></div> <div data-bbox="1595 762 1746 844"> Policy Teams / Forums / Committees </div>

Option 1 – Two Tier Model, Existing Zones




A description of the governance body structure and role for Option 1

Governance Body	Structure	Role
 Board	11 members: 8 representative members elected from and by the Policy Council (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year. Responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 Policy Council	24 members plus President. Members elected by and from the Zones (12 from 5 Metro Zones, 12 from 12 Country Zones).	Meet at least 2 times per year to contribute to policy positions and advocacy for input into Board, and to liaise with Zones on policy and advocacy. The Policy Council can form Policy Teams, Policy Forums and Committees, which would have responsibility for specific functions, such as policy development.
 Zones	5 Metro, 12 Country.	Meet at least 2 times per year to raise policy issues, elect representatives to the Policy Council, and undertake regional advocacy and projects as directed by the Zone.






Option 2 – Board, Regional Bodies

A description of the governance body structure and role for Option 2

Governance Body	Structure	Role
 Board	11 members: 8 representative members elected from and by the Regional Bodies (4 Metro, 4 Country). The Board then elect the President from the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year responsible for governance of WALGA including strategy, financial oversight, policy development, advocacy priorities, employment of CEO, etc.
 Regional Bodies	Metro: North, South, East and Central. Country: Mining & Pastoral, Agricultural, Peel/South West/Great Southern, Regional Capitals. <i>Note: Local Governments can nominate their preferred regional body, with membership of the regional bodies to be determined by the board.</i>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members (1 from each of the Metro Regional Bodies and 1 from each of the Country Regional Bodies).
 Policy Teams / Forums / Committees	Membership drawn from the Board and Regional Bodies with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.




Option 3 – Board, Amalgamated Zones

A description of the governance body structure and role for Option 3

Governance Body	Structure	Role
 Board	15 members: 12 elected from the Zones (6 from Metro/Peel, 6 from Country). President to be elected by the Board. The Board will appoint up to 2 independent, skills or constituency directors.	Meet 6 times per year. Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 Zones	<p>Metro/Peel:</p> <ul style="list-style-type: none">• Central Metropolitan• East Metropolitan• North Metropolitan• South Metropolitan• South East Metropolitan• Peel <p>Country*:</p> <ul style="list-style-type: none">• Wheatbelt South• Wheatbelt North• Mid West / Murchison / Gascoyne• Pilbara / Kimberley• South West / Great Southern• Goldfields / Esperance <p><i>*indicative, re-drawing required</i></p>	Meet at least 2 times per year to contribute to policy development and advocacy, and to elect Board members.
 Policy Teams / Forums / Committees	Membership drawn from Board with some independent members.	Responsible for specific functions – such as policy development – as determined by the Board.

Option 4 – Member Elected Board, Regional Groups




A description of the governance body structure and role for Option 4

Governance Body	Structure	Role
 Board	11 members: 8 representative members elected via direct election, with each member Local Government to vote (4 elected by and from Metropolitan Local Governments, 4 elected by and from Country Local Governments). President elected by the Board from among the representative members. The Board will appoint up to 3 independent, skills or constituency directors.	Meet 6 times per year and responsible for governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy priorities, employment of CEO, etc.
 Policy Teams / Forums / Committees	Membership drawn from Board with some independent members.	Meet at least 2 times per year. Responsible for specific functions – such as contributing to policy development – as determined by the Board.
 Regional Groups	Determined by members to suit needs. E.g. Regional Capitals, GAPP, VROCs, CEO Group, existing Zones.	Feed into policy development processes and undertake advocacy and projects as determined by the groups.



Option 5 – Current Model

A description of the governance body structure and roles for the Current Model

Governance Body	Structure	Role
 State Council	24 members plus the President. Members elected by and from the Zones (12 from 5 Metropolitan Zones, 12 from 12 Country Zones).	Responsible for the governance of WALGA including strategy, financial oversight, policy development and endorsement, advocacy, employment of CEO, etc.
 Zones	5 Metro, 12 Country.	Consider the State Council Agenda, elect State Councillors, and undertake regional advocacy / projects as directed by the Zone.
 Policy Teams / Forums / Committees	Membership drawn from State Council with some independent members.	Responsible for specific functions – such as contributing to policy development, financial oversight etc. – as determined by State Council.






Best Practice Governance Review

4. Alignment to Principles

Option 1 – Two Tier Model, Existing Zones

Option 1 and its alignment to the principles

Option 1 – Two tier model, existing Zones

	Board (11 members) 8 elected from Policy Council, incl. Board elected President Up to 3 independents
	Policy Council (25 members) 24 members plus President
	Zones (5 metro, 12 country)

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership
	Size	Meets	<ul style="list-style-type: none"> Board is smaller
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board to be elected from Policy Council
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on other governing body meetings
	Agility	Partial	<ul style="list-style-type: none"> Board is future-proofed from external changes Zone structures still underpin Council
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may be a challenge
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board would be responsible for ongoing reviews of governance body roles in consultation with members



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Option 2 – Board, Regional Bodies

Option 2 and its alignment to the principles

Option 2 – Board, Regional Bodies

	Board (11 members) 8 elected from Regional Bodies, incl. Board elected President Up to 3 independents
	Regional Bodies (4 metro, 4 country)
	Policy Teams / Forums / Committees

	Principle & component	Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership How to establish regional body membership is a consideration
	Size	Partial	<ul style="list-style-type: none"> Board is smaller Number of regional bodies is a consideration
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from regional bodies
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on regional body meetings
	Agility	Meets	<ul style="list-style-type: none"> Board and regional bodies are future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> There may be challenges defining accountabilities and responsibilities of regional bodies
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board will be responsible for ongoing reviews of governing body roles in consultation with members



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Option 3 – Board, Amalgamated Zones

Option 3 and its alignment to the principles

Option 3 – Board, Amalgamated Zones



Board
(15 members)
12 elected from
Zones, incl. Board
elected President
Up to 2 independents



Zones
(6 metro,
6 country)



Policy Teams
/ Forums /
Committees

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership There may be composition challenges for amalgamated zones
	Size	Partial	<ul style="list-style-type: none"> Board is smaller Amalgamation of zones to 12 in total
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from zones
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are aligned to zone meetings
	Agility	Meets	<ul style="list-style-type: none"> Board is future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may be a challenge
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> The Board would be responsible for ongoing reviews of governance body roles in consultation with members



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Option 4 – Member Elected Board, Regional Groups

Option 4 and its alignment to the principles

Option 4 – Member elected Board, Regional Groups

	Board (11 members) 8 elected via direct election, incl. Board elected President Up to 3 independents
	Policy Teams / Forums / Committees
	Regional Groups

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Partial	<ul style="list-style-type: none"> Board will have equal metropolitan and country membership Membership of regional groups dynamic and ad hoc
	Size	Partial	<ul style="list-style-type: none"> Board is smaller
	Diversity	Meets	<ul style="list-style-type: none"> Consideration of appointment processes for independent members
	Election Process	Meets	<ul style="list-style-type: none"> Board election from a general meeting
Responsive	Timely Decision Making	Meets	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> Board meetings are not dependent on policy teams / regional group meetings
	Agility	Meets	<ul style="list-style-type: none"> Board is future-proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Policy teams / Regional Group meetings to influence priorities
Results Oriented	Value Added Decision Making	Meets	<ul style="list-style-type: none"> Best practice board approaches will be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> Board would be responsible for ongoing reviews of governing body roles in consultation with members

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Option 5 – Current Model

Current model and its alignment to the principles

Option 5 – Current Model

	State Council (25 members) 24 State Councillors 1 President
	Zones (5 metro, 12 country)
	Policy Teams / Forums / Committees

Principle & component		Principle alignment (Meets, partial, does not meet)	Discussion points
Representative	Composition	Meets	<ul style="list-style-type: none"> State Council has equal metropolitan and country membership
	Size	Partial	<ul style="list-style-type: none"> State Council will retain 25 members
	Diversity	Partial	<ul style="list-style-type: none"> No control of diversity of State Council
	Election Process	Meets	<ul style="list-style-type: none"> State Council election from zones
Responsive	Timely Decision Making	Partial	<ul style="list-style-type: none"> Meeting frequency aligned to governing body roles
	Engaged Decision Making	Meets	<ul style="list-style-type: none"> State Council meetings are aligned to zone meetings
	Agility	Partial	<ul style="list-style-type: none"> State Council is not future proofed from external changes
	Focus	Partial	<ul style="list-style-type: none"> Prioritisation and focus may remain a challenge
Results Oriented	Value Added Decision Making	Partial	<ul style="list-style-type: none"> Best practice board approaches will not be adopted
	Continuous Improvement	Meets	<ul style="list-style-type: none"> State Council would continue to be responsible for ongoing reviews of governance body roles in consultation with members



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Best Practice Governance Review

5. Consultation Process and Next Steps

WALGA Best Practice Governance Review

Consultation Process and Next Steps

Consultation Process

Council Position

Member Local Governments are asked to consider this paper and the governance model options put forward and provide a Council endorsed position to WALGA.

It is suggested that Councils endorse a preferred model (which could be the Current Model) and provide a ranking in terms of an order of preference.

Submissions to WALGA are sought by **23 December 2022**.

Supplementary Market Research

An independent market research company has been engaged to ascertain insights from Elected Members and Chief Executive Officers about WALGA's governance model. Qualitative interviews and a quantitative survey will be undertaken to supplement Council positions.

Workshops and Forums

Requests for presentations on the work undertaken by the Steering Committee and the model options, as well as facilitation of workshops and discussions will be accommodated where practicable.

Next Steps

Timetable

- Consultation and engagement with Members on this paper and governance model options will be undertaken from October 2022 until 23 December 2022.
- The Steering Committee will consider the outcomes of the consultation process during January 2023.
- A Final Report with a recommended direction will be the subject of a State Council Agenda item for the March 2023 State Council meeting.



Thank you

For more information, visit our [website](#) or contact Tim Lane, Manager Association and Corporate Governance, at tlane@walga.asn.au or 9213 2029.

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 261022.009 of 26 October 2022, reminded Councillors of the next Ordinary Meeting of the Council, scheduled for 7.00 pm on Wednesday 22 February 2023, at this same venue.



Shire of
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