



# MINUTES

## ORDINARY MEETING OF COUNCIL

**23 November 2022**  
**Commencing at 3:30pm**

**Council Chambers**  
**Yougenup Road, Gnowangerup WA 6335**

### COUNCIL'S VISION

Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity



Shire of Gnowangerup

**NOTICE OF AN ORDINARY MEETING OF COUNCIL**

Dear Council Member

The next Ordinary Meeting of the Shire of Gnowangerup will be held on Wednesday 23 November 2022, at the Council Chambers 28 Yougenup Road Gnowangerup, commencing at 3:30pm.

Signed: \_\_\_\_\_



**David Nicholson**

**CHIEF EXECUTIVE OFFICER**

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

*When Council uses this expression it means that:*

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

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



### DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Gnowangerup for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Gnowangerup disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Gnowangerup during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Gnowangerup.

The Shire of Gnowangerup advises that anyone who has any application lodged with the Shire of Gnowangerup shall obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Gnowangerup in respect of the application.

These minutes are not a verbatim record but include the contents pursuant to Regulation 11 of Local Government (Administration) Regulations 1996.

Signed:  \_\_\_\_\_

**David Nicholson**  
**CHIEF EXECUTIVE OFFICER**



**DECLARATION OF INTEREST FORM**

To: Chief Executive Officer  
Shire of Gnowangerup  
28 Yougenup Road  
GNOWANGERUP WA 6335

I,(1) \_\_\_\_\_ wish to declare an interest in the following item to be considered by Council at its meeting to be held on (2) \_\_\_\_\_

Agenda Item(3) \_\_\_\_\_

The **type** of Interest I wish to declare is (4).

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

The **nature** of my interest is (5) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The **extent** of my interest is (6) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that the above information will be recorded in the minutes of the meeting and placed in the Disclosure of Financial and Impartiality of Interest Register.

Yours sincerely

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

Notes:

1. Insert your name (print).
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 & 5.69 of the Act)..

**DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)**

A Member, who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting that will be attended by the Member, must disclose the nature of the interest:

- a) In a written notice given to the Chief Executive Officer before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a) Preside at the part of the Meeting, relating to the matter or;
- b) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

**NOTES ON FINANCIAL INTEREST (NOTES FOR YOUR GUIDANCE)**

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. These notes will be included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. **If in doubt declare.**
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:
  - 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
  - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

**INTERESTS AFFECTING IMPARTIALITY**

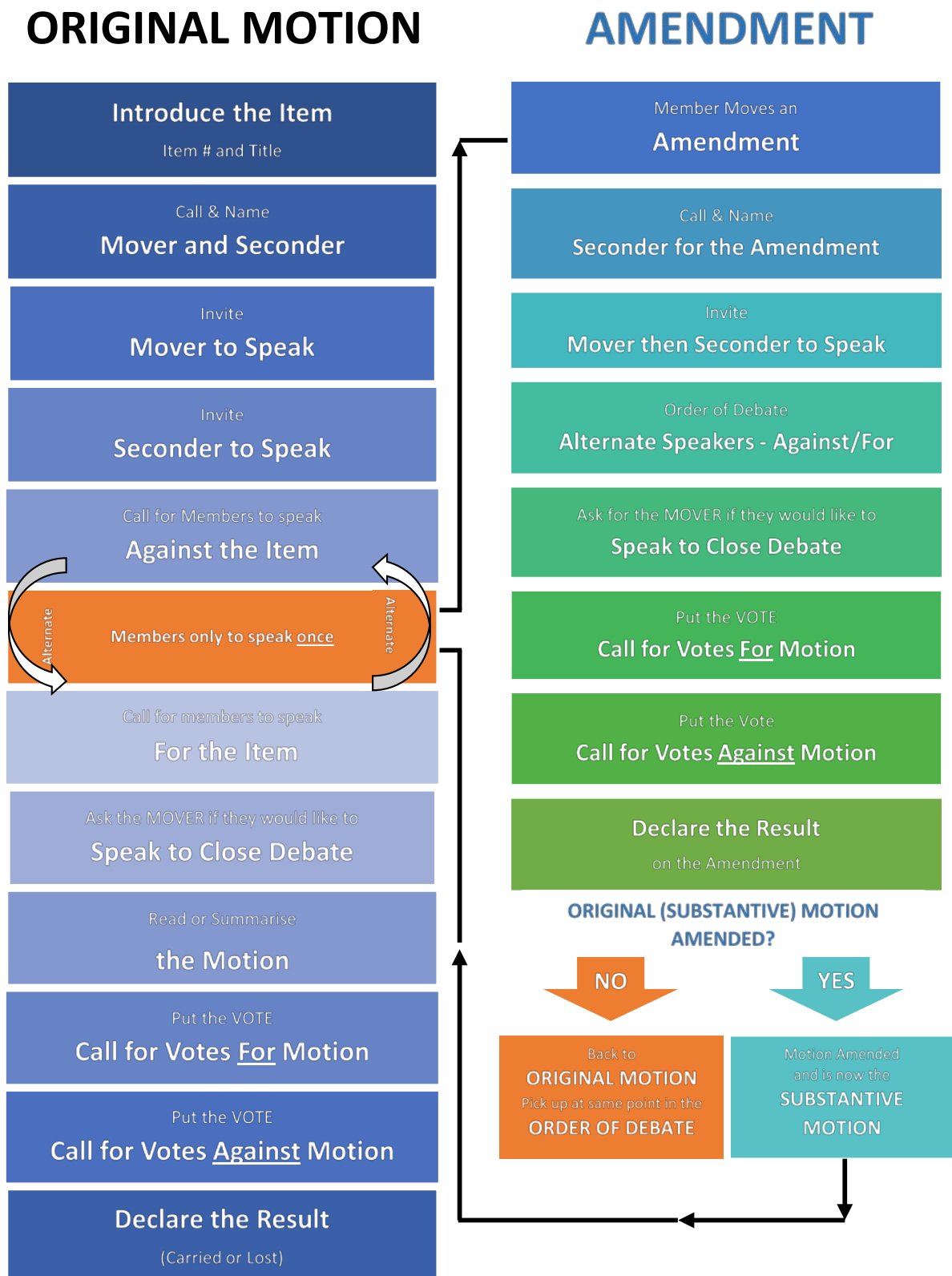
DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'. A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

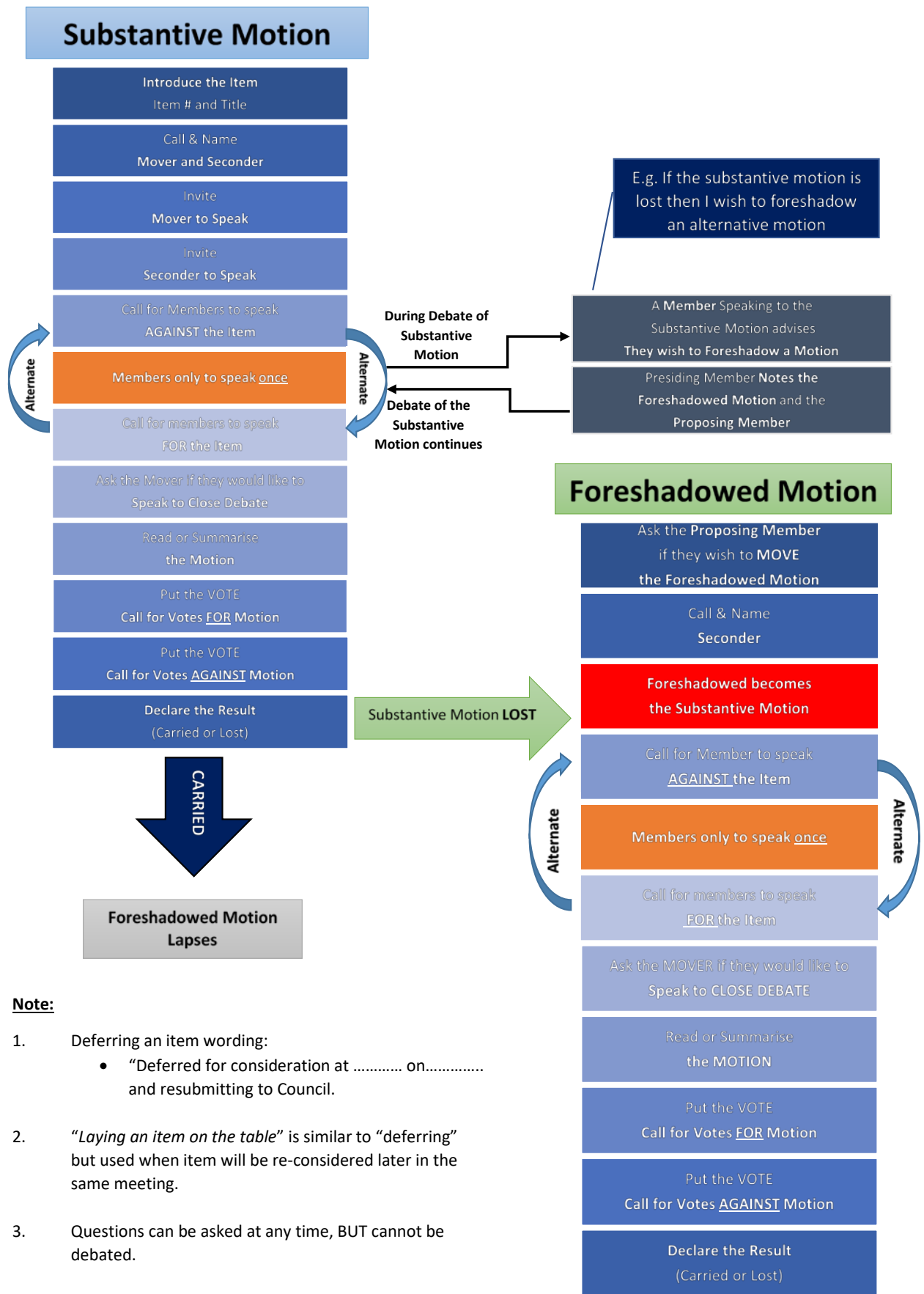
**IMPACT OF AN IMPARTIALITY DISCLOSURE**

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

# Process of Motions



Slight clarification of wording of motion: A minor amendment of the motion can be done at any time through the President with the approval of the Mover and the Secnder. The Minor amendment must be minuted.



**Note:**

- Deferring an item wording:
  - “Deferred for consideration at ..... on..... and resubmitting to Council.
- “Laying an item on the table” is similar to “deferring” but used when item will be re-considered later in the same meeting.
- Questions can be asked at any time, BUT cannot be debated.

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**OPENING PROCEDURES**

**1. OPENING AND ANNOUNCEMENT OF VISITORS**

Shire President, Fiona Gaze welcomed Councillors and staff and opened the meeting at 3.39pm.

**2. ACKNOWLEDGEMENT OF COUNTRY**

The Shire of Gnowangerup would like to acknowledge the Goreng people who are the Traditional Custodians of this land. The Shire of Gnowangerup would also like to pay respect to the Elders both past and present of the Noongar Nation and extend that respect to other Aboriginals present.

**3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**

**3.1 ATTENDANCE**

Cr Fiona Gaze	Shire President
Cr Greg Stewart JP	Deputy Shire President
Cr Shelley Hmeljak	
Cr Mick Creagh	
Cr Rebecca Kiddle	
Cr Rebecca O’Meehan	
Cr Kate O’Keeffe JP	

David Nicholson	Chief Executive Officer
Cherie Delmage	Deputy Chief Executive Officer
Geoff Carberry	Asset and Waste Management Coordinator
Damon Lukins	Manger of Works
Anita Finn	Executive Assistant

**3.2 APOLOGIES**

Cr Peter Callaghan

**3.3 APPROVED LEAVE OF ABSENCE**

Nil

**4. APPLICATION FOR LEAVE OF ABSENCE**

**Moved: Cr R O’Meehan**

**Seconded: Cr R Kiddle**

**1122.133 That Cr L Martin be granted the extension of his leave of absence to 31 January 2023**

**UNANIMOUSLY CARRIED: 7/0**

**5. RESPONSE TO QUESTIONS TAKEN ON NOTICE**

Nil

**6. PUBLIC QUESTION TIME**

Nil

**7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY**

DCEO Cherie Delmage	Item 11.7	Interest affecting impartiality
CEO David Nicholson	Item 13.1	Interest affecting impartiality

**8. PETITIONS / DEPUTATIONS / PRESENTATIONS**

**8.1 PETITIONS**

Nil

**8.2 DEPUTATIONS**

Nil

**8.3 PRESENTATIONS**

Nil

**9. CONFIRMATION OF PREVIOUS MEETING MINUTES**

9.1 ORDINARY MEETING OF COUNCIL MINUTES 26 OCTOBER 2022

**COUNCIL RESOLUTION**

**Moved: Cr G Stewart**

**Seconded: Cr K O’Keeffe**

**1122.134 That the minutes of the Ordinary Council Meeting held on 26 October 2022 be confirmed as a true record of proceedings.**

**UNANIMOUSLY CARRIED: 7/0**

9.2 SPECIAL MEETING OF COUNCIL MINUTES 3 NOVEMBER 2022

**COUNCIL RESOLUTION**

**Moved: Cr R O’Meehan**

**Seconded: Cr R Kiddle**

**1122.135 That the minutes of the Special Council Meeting held on 3 November 2022 be confirmed as a true record of proceedings.**

**UNANIMOUSLY CARRIED: 7/0**

## **10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

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### **10.1 ELECTED MEMBERS ACTIVITY REPORT**

**Date of Report:** 23 November 2022

**Councillors:** Various

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#### **Attended the following meetings/events**

##### **G Stewart:**

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)
- 28 October 2022 WALGA Great Southern Zone Meeting
- 28 October 2022 Regional Road Group
- 10 November 2022 Duraquip Meeting

##### **K O'Keefe:**

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)
- 10 November 2022 Duraquip Meeting

##### **P Callaghan:**

- N/A

##### **R O'Meehan:**

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)

##### **L Martin:**

- N/A

##### **B Kiddle:**

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)

##### **M Creagh:**

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)
- 22 November 2022 Emergency Management Exercise GNP Hospital

##### **S Hmeljak:**

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)

F Gaze:

- 12 November 2022 Councillor and Executive Workshop
- 3 November 2022 Special Meeting (Variation to Kwobrup Road works)
- 28 October 2022 WALGA Great Southern Zone Meeting
- 10 November 2022 Duraquip Meeting
- 15 November 2022 Meeting with new CEO

REPORTS FOR DECISION

11. REPORT FOR DECISION

<b>11.1</b>	<b>LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING MINUTES</b>
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	13 <sup>th</sup> November 2022
<b>Business Unit:</b>	Corporate and Community Services
<b>Officer:</b>	Anrie van Zyl – Finance and Emergency Management Officer
<b>Disclosure of Interest:</b>	Nil

ATTACHMENTS

- Unconfirmed Minutes for the Ordinary LEMC meeting held on the 1<sup>st</sup> September 2022.

PURPOSE OF THE REPORT

For Council to receive and note the minutes of the LEMC meeting held on the 1<sup>st</sup> September 2022

BACKGROUND

The Shire of Gnowangerup LEMC meets on a quarterly basis and minutes of the meeting are provided to Council for its information.

COMMENTS

Nil

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

It is a requirement under Section 38 of the *Emergency Management Act 2005* that all Local Governments establish a local emergency management committee for the local government's district.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

**STRATEGIC IMPLICATIONS**

Shire of Gnowangerup Strategic Community Plan 2021 – 2031

Theme: Our Community

Community Priority 1.5: Support emergency services planning risk mitigation, response and recovery.

Action 1.5.1: Work with the LEMC to continually improve emergency response planning and delivery

**RISK MANAGEMENT CONSIDERATIONS:**

Nil

**IMPACT ON CAPACITY**

Nil

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

Nil

**CONCLUSION**

LEMC is a committee of Council and Council is required to receive and note the unconfirmed minutes from the meeting held on the 1<sup>st</sup> September 2022.

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION**

**Moved: Cr S Hmeljak**

**Seconded: Cr K O’Keeffe**

**1122.136 That Council:**

**Receives and notes the unconfirmed minutes of the Local Emergency Management Committee (LEMC) meeting held on the 1<sup>st</sup> September 2022.**

**UNANIMOUSLY CARRIED: 7/0**



# SHIRE OF GNOWANGERUP

## BORDEN GNOWANGERUP ONGERUP

### SHIRE OF GNOWANGERUP

#### LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES

THURSDAY 1<sup>ST</sup> SEPTEMBER 2022 AND COMMENCED AT 4:30PM

SHIRE OF GNOWANGERUP COUNCIL CHAMBERS – YOUGENUP ROAD GNOWANGERUP

#### 1. OPENING

The Chair, Fiona Gaze, declared the meeting open at 04:33pm and welcomed Damon Lukins to his first LEMC meeting.

“I would like to begin by acknowledging the Traditional Custodians of the land on which we meet today, and pay my respect to their Elders past, present and emerging. I extend that respect to Aboriginal and Torres Strait Islander people here today.”

#### 2. ATTENDANCE

Cr Fiona Gaze	Shire of Gnowangerup Shire President (Chair) & Principal - Gnowangerup District High School
Cr Lex Martin	Shire of Gnowangerup Councillor & Deputy Recovery Coordinator
Bob Jarvis	Shire of Gnowangerup Chief Executive Officer
Geoffrey Carberry	Shire of Gnowangerup Asset & Waste Management Coordinator
Damon Lukins	Shire of Gnowangerup Manager of Works
Anrie van Zyl	Shire of Gnowangerup Finance & Emergency Management Officer (Agenda and Minutes Officer)
Kevin Bransby	Community Emergency Service Manager (CESM) – Gnowangerup
Derek Jones	District Officer, Department of Fire and Emergency Services
Phil Schupp	District Emergency Services Officer, Great Southern - Department of Communities (via Microsoft Teams)
Michaelia Rooney	Gnowangerup SES Unit
Mandy Hanna	Gnowangerup SES Unit
Luke Chandler	WA Police
Vince Hilder	District Fire Coordinator, DBCA, Albany District
Ken Jones	Manager Infrastructure and Support Services, WACHS Great Southern
Owen Gaze	Fire Weather Officer, Gnowangerup Shire Bushfire Brigade

#### APOLOGIES

Tom Grieve	OIC, WA Police – Gnowangerup Police Station
Rab Safrain	Gnowangerup Police
Clair Munch	Clinical Nurse Manager, WA Country Health Service Great Southern, Gnowangerup Health Services



### 3. CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Local Emergency Management Committee meeting held on **Thursday the 23<sup>rd</sup> June 2022** be confirmed as a true and accurate record of proceedings.

**Moved:** Cr Lex Martin

**Seconded:** Geoffrey Carberry  
**CARRIED**

### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 4.1. Housing in Gnowangerup – Bob Jarvis

- The Shire had a successful meeting with Development WA.
- They are in full support to change the scope of the residential subdivision at the end of Whitehead Road to include smaller units. That will entail the revision of the Cuneo Close Structure Plan by Edge Planning and Property to include revised residential density coding's of R20 and R40. The revision will go to the October council meeting for endorsement.
- More industrial land is also being released next to Nutrient & Afgri.
- Shire purchased more land in Quinn Street and in consultation with GROH and other government agencies on their demands in terms of housing requirements.

#### 4.2. Bushfire Management Plan – Update – Kevin Bransby+

- The proposed treatment application plan has been finalised and signed today.
- Awaiting approval by DFES
- Plan includes:
  - 90ha of burning
  - Approximate 1 ha of slashing
  - 15km of firebreaks around various areas around the three townsites.
- The above equates to \$26,000 of risk mitigation works.
- Burning will be done at the end of the current fire season and either be done by local brigades or DFES approved contractors.

#### 4.2. LEMC Exercises for 2023

- The live aerodrome exercise was planned for the 13<sup>th</sup> September but will have to change to an alternative date as some key agencies are not available. Hoping to get it done before the end of the month.
- Exercise will be done at aerodrome and include the crash of a two-seater aircraft.
- Exercise to be concluded in approximately 2-hours.

#### 4.3. Bushfire Volunteer Training 2022/23 season

- Various Rural Fire Awareness training sessions are planned before the commencement of the fire season.
- The first session is planned for the 5<sup>th</sup> October 2022 and additional sessions will be arranged, pending demand.

#### 4.4. Emergency WA Website – Derek Jones

- Large project won't be complete until 2023
- In the meantime, WA Govt has committed to using 'Service WA' (the COVID app) as a means of distributing location-based bushfire alerts to mobiles in vicinity.
- Expect to see something later this year.
- Date TBA – do not delete Service WA app (yet)

#### 4.5. Fire Weather District Review is now complete – Derek Jones

- As from 1st Sept Gnowangerup Shire is now in Stirling North FWD along with Broomehill-Tambellup and Katanning.
- Better alignment should see better fire weather forecasts with subsequent flow on to Fire Danger Ratings

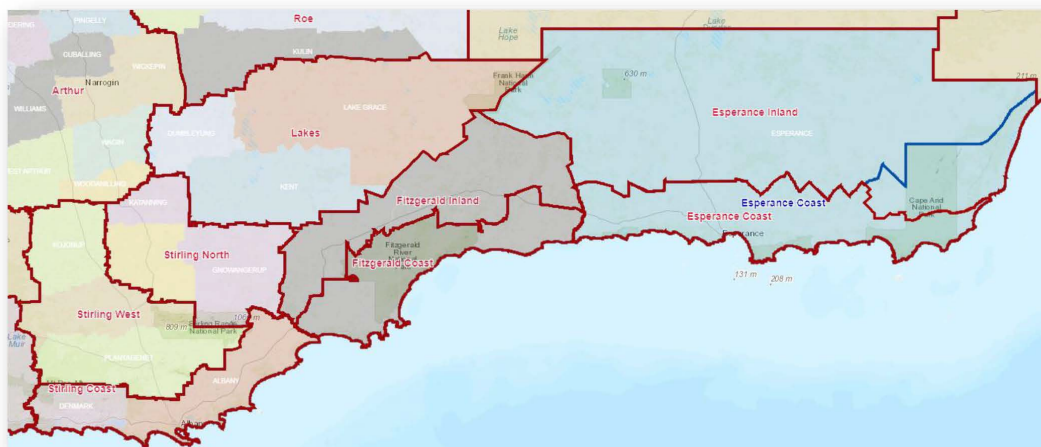


## Great Southern

### Final Fire Weather Districts March 2022

\*Final districts in red

\*Proposed Jan 2022 in blue



## 5. COVID-19

- WAHCS will be moving from operating at alert level Blue to Red. The difference in levels comes down to requirements when accessing hospitals and other medical facilities.
- For now, vaccinations are still required as is wearing of masks.
- More Rapid Antigen Tests will be distributed on Tuesday by the Gnowangerup hospital

## 6. CORRESPONDENCE

### INWARDS:

- 6.1. Project Update: Local Emergency Management Arrangements Review Project
- 6.2. Local Emergency Management Forum - September - Change of Date - LEMA Review Consultation Workshop – Date changed to 13<sup>th</sup> September 2022.
  - A brief discussion took place about the review and Bob, Anrie & Kevin will be attending the workshop in Katanning on the 13th September 2022.
- 6.3. Amendments to State Emergency Management Documents - August 2022.
- 6.4. Vehicle Identifier Stickers for use at Bushfire Incidents.
  - A discussion took place about the practicality of the sticker system within the Shire.
  - Seen as something that will not be required to use as Shire mainly relies on farmer response units at fire incidents.
  - It may be a requirement with DFES or DEPAW fires, but with clear communication with COMMS on who is allowed on the fire ground can override the sticker system.
  - Grey area for police and very difficult to manage.
  - Make use of local knowledge on allowing people through when roads have been closed.
- 6.5. Amendments to State Emergency Management Documents - Revocation of the All-Hazards Evacuation Flagging Guideline
- 6.6. Amendments to State Emergency Management Documents - Traffic Management During Emergencies Guideline

## 6.7. Australian Fire Danger Rating System – Coming 1 September 2022

### **OUTWARDS**

- 6.8. 23<sup>rd</sup> June 2022 LEMC Meeting Minutes circulated to all members on the 15<sup>th</sup> August 2022.
- 6.9. Emergency Management News – August – Circulated to LEMC members
- 6.10. Consultation Request - State Hazard Plan Heatwave – circulated to all LEMC members, received on the 31<sup>st</sup> August 2022
- 6.11. Factsheet - Heatwave for LEMCs received on the 31<sup>st</sup> August 2022 and tabled at the meeting for noting and discussion.

Please see below question from Llew Withers in relation to State Hazard Plan Heatwave, and response from Adam Smith

### **Question from Llew Withers**

Anrie

Advice from the Department of Health is usually released through the SHICC (State Health Incident Control Centre), e.g. COVID 19. Most recent heat wave events activated by SHICC have occurred in the metropolitan area for several days in December, January or February. I would imagine some places in the Pilbara e.g. Marble Bar would enter a three – six month continuous heatwave event from October to March each year.

My question would be – how does the Health Dept define a regional area as each government dept seems to have their own interpretation of a regional area, e.g. BOM, DIRMS, DOH, FESA etc. Are these advice warnings from SHICC to be carried out within the Great Southern Region / South Coastal Region and by whom?

Please record my apologies for the meeting.

Kind Regards,

Llew

### **Response from Adam Smith**

Good Afternoon Llew

Thankyou for your comment. I had a look at the current State Hazard Plan and the reference to regional areas is;

#### **4.3.2 Regional WA**

*Given the geographical diversity of WA, regionalised heatwave trigger definitions have not been predetermined. The agencies detailed in Appendix C in this Plan will be activated for regions outside the Perth Metropolitan area by the WA health system in collaboration with advice from the Bureau of Meteorology (BoM) and other affected stakeholders. Factors to be considered will include:*

- *humidity*
- *evidence of increased morbidity and mortality related to the heat effects on infrastructure and business*
- *population acclimatisation (based on climatic norms) and ability to compensate.*

*Agreed regionalised trigger definitions may be incorporated into this Plan once a National Heatwave Warning System is completed, endorsed and implemented.*

The State Hazard Plan is currently under review – I would encourage you to put your feedback into the review. Below is how to access the consultation and feedback process.

**Adam Smith**

District Emergency Management Advisor  
Great Southern Region | Operations

Department of Fire and Emergency Services | 5 Hercules Crescent, Albany WA 6330

P: 08 9845 5007 | M: 0429 104 007 | F: 08 9841 6719 | E: [adam.smith@dfes.wa.gov.au](mailto:adam.smith@dfes.wa.gov.au)



# Factsheet for Health representation on LEMC – Heatwave Hazard

## Understanding the upcoming changes to the State Hazard Plan for Heatwave

More is now known about heatwaves and the risk to the public since Heatwave was first recognised as a hazard under State emergency management legislation in 2012. During this time, better ways of forecasting severe weather events has been identified. Nationally recognised forecasting methodology and warnings are being adopted amongst the states and territories. Accordingly, the Western Australian Department of Health is preparing to align the State Hazard Plan Heatwave to the contemporary forecasting and warning system.

State Hazard Plans for hazards describe the actions the Hazard Management Agency (HMA) will follow to prevent, prepare for, respond to, and recover from a hazard. The State Hazard Plans define the roles and responsibilities of agencies and organisations that support the HMA. State Hazard Plans and hazards to Western Australia are supported by legislation defined in the *Emergency Management Act (2005)* and *Emergency Management Regulations (2006)*.

This factsheet provides key points to Health representatives the participate in Local or District Emergency Management Committees, describing the changes to heatwave forecasting process, messaging the public will receive and Incident Management structure.

### Current Heatwave process

The existing methodology uses the 3 Day Average Temperature (3DAT) calculation method, which consists of a three day forward looking average of minimum and maximum temperatures. When the 3DAT is forecast to exceed 32° Celsius at the Perth weather reporting station, the triggers for Heatwave response actions commence. The 3DAT has limitations, particularly in that this calculation does not support localities north of the metropolitan area.

3DAT monitoring is facilitated by manually transposing the seven-day maxima and minimum temperatures forecast at the Perth monitoring station, along with the previous day's observations, onto an excel spreadsheet. Mathematical functions on the spreadsheet detail when triggers to act are met.

### Proposed Heatwave process

The Bureau of Meteorology (BOM) utilise an Excess Heat Factor (EHF) calculation that is more robust than 3DAT. The EHF can be readily applied to targeted locations or districts to forecast extreme heat. Heatwaves, utilising the EHF method are calculated using the forecast maximum and minimum temperatures over the next three days. This information is compared to actual temperatures over the previous 30 days, and the long-term climate record for what should be

considered hot at the location at that time. Studies have concluded EHF as a more suitable calculation of heatwave.

## Australian Warning System (AWS)

The Australian Warning System (AWS) is a national approach to information and warnings for all natural hazards such as bushfire, flood, storm, tropical cyclone and extreme heat.

The AWS has been developed based on community research and input from Australia's emergency services and hazard agencies. The goal of the AWS is to deliver a more consistent approach to emergency warnings, no matter where you are in the country. It uses a nationally consistent set of hazard icons to show incidents on websites and apps, supported by calls to action by the public.

There are three warning levels in the AWS:

1. **Advice:** an incident has started. There is no immediate danger. Stay up to date in case the situation changes.
2. **Watch and Act:** there is a heightened level of threat. Conditions are changing and you need to start taking action now to protect you and your family.
3. **Emergency Warning:** an Emergency Warning is the highest level of warning. You may be in danger and need to take action immediately. Any delay now puts your life at risk.

Heatwave messaging will be realigned to reflect the AWS with heatwave warnings to be released on [EmergencyWA.wa.gov.au](https://www.emergency.wa.gov.au)

## Opportunities

These changes present a raft of opportunities to better manage a heatwave hazard. A benefit for the WA community will be a State Hazard Plan that transitions to apply the full population of the state.

The new plan can leverage off the significant heatwave resources provided by the Bureau of Meteorology (BOM). The Bureau's heatwave forecasting covers towns and cities all over Australia. As with other natural hazards such as bushfire or cyclone, the Bureau provide the forecasting capability and the HMA provides the Command, Control and Coordination for the hazard. New Heatwave plans will align with this role delineation.

## Incident Management

Incident Management for Heatwaves will continue to follow the State Emergency Plan. Where there will be a difference from heatwaves prior seasons will be when the heatwave affects regional areas. In localities outside the metropolitan area, a regional Incident Controller (IC) will be appointed and supported by an Incident Support Group (ISG) from that region. The membership of the ISG will be regional agency representation of agencies that have roles and responsibilities under SHP heatwave. While representation may vary slightly between regions, broadly it will be the agencies that make up a Local/Regional Emergency Management Committee. This structure is no different than what occurs for other natural hazards such as bushfire or cyclone.

The same representation is a little more challenging to replicate in the metropolitan area due to the large number of Local Government (LG) that span multiple Health Service Providers. In the case of heatwaves affecting the metropolitan area, the Department of Health as Controlling Agency will appoint an IC and provide the public health advice. The metropolitan LGs will be provided opportunity to observe the ISG.

## Communications Strategy

Messaging is the key strategy in minimising the effects of a heatwave. The cornerstone of messaging consistently should be:

- Ensure you have a local plan for heatwave.
- Stay hydrated.
- Remain out of the sun, particularly from the middle of the day and into the afternoon.
- Keep cool, be this by staying in a cool location or moving to a cool location.
- Check on others.

Many people in Western Australia are generally acclimatised to living in hot weather and are resilient to hot conditions. This is particularly so in the north and inland locations of the state. People may be complacent about extreme heat and don't see themselves as affected or vulnerable. Furthermore, the cumulative effect on health from heat exposure increases, particularly when there is no ability to compensate from a heat event.

Communication will occur through a tiered approach:

- to agencies with roles and responsibilities under the SHP – heatwave
- to agencies and organisations that provide care and support to vulnerable populations
- to the general public.

The Department of Health recognises the large community reach that collectively the emergency management agencies have. Our request is to promulgate heatwave response messaging. Agencies and event organisers should refer back to the Department of Health's messaging rather than creating their own heatwave content.

## Summary or talking points

- Health is adopting a more robust measurement of heatwave that will forecast the risk for whole of WA.
- Heatwave warnings will follow the Australian Warning System: Advice, Watch & Act, and Emergency Warning, and will be published on EmergencyWA
- Incident Management for Heatwave in regional areas will be run by a local IC (from the affected region).
- Agencies should refer to Health's heatwave messaging rather than creating their own content.
- Heatwave monitoring operates 1 Nov – 31 March.

## Next steps

The State Hazard Plan – Heatwave is undergoing a major revision to support these changes and requires a consultative review as per State EM guidelines. Assuming smooth passage of the changes, the processes that support SHP Heatwave will go live on 1 November 2022 in time for the high threat season.

**This document can be made available in alternative formats on request for a person with disability.**

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[health.wa.gov.au](http://health.wa.gov.au)



## 7. GENERAL BUSINESS

### 7.1. Gnowangerup - Approved 2022/23 LGGS BFB & SES Capital Grants

- None of the Great Southern Local Governments were awarded any capital grants for the 22/23 financial year.
- Will resubmit applications next year.
- High season loan trucks have been applied for, but will possibly have the same issue as last year in terms of arrival time of trucks. It is predicted that they will be late again this year.
- The region has applied for 19 trucks and remains a waiting game.

### 7.2. AFDRS rolled out on Sept 1 – Derek Jones

- National public awareness campaign launched Sept 1.
- WA only state with fire danger ratings enshrined in legislation – trying to accommodate the new ratings into legislation hasn't been simple.
- Shire of Gnowangerup key players meetings/workshop 6th September to determine what the changes may look like for Gnowangerup.
- Trying to get a balance between risk management and practical functionality. Eg permits now cancelled at 'High' – with gazetted Fire Weather Officer having powers to permit burning if this threshold has been reached.

### 7.3. DFES Exercises – Derek Jones

- Exercise' season about to commence.
- L3 state-wide exercises.
- Regional staff exercise early November

## 8. REPORTS FROM MEMBERS:

### Owen Gaze - Fire Weather Officer, Gnowangerup Shire Bushfire Brigade

- Borden Brigade went around the Borden townsite and there is a fair bit of risk mitigation work to be done.
- Wayne Davis has been talking to the Aboriginal Elders and Robbie Minter about the required risk mitigation works at their reserve adjoining the CBH bin in Borden.
- More discussions required before any actual works can commence due to the cultural significance of the site, i.e. the protection of unmarked graves, etc.
- Machinery work to create firebreaks can be done at any time.

### Vince Hilder - District Fire Coordinator, DBCA, Albany District

- There has been delays in appointing a senior ranger at the Stirling Ranges National Park, but hopefully an appointment will be made before the start of the upcoming fire season.
- Parks and Wildlife have had a reasonable staff turnover the past year and in the process of recruiting new fire crews and staff to man the trucks. This has caused a delay in pre-season preparation.
- There is still a significant portion of the Park that hasn't burnt yet and planning prescribed burning in those areas.

### Michaelia Rooney - Manager Gnowangerup SES Unit

- Fortunate to not have had too many incidents to date.
- Focus on training and recruiting more members.
- Some issues with rust on the rescue truck and working to resolve the issue.
- Have a few new members, but ideally would like more.

**Phil Schupp - District Emergency Services Officer, Great Southern - Department of Communities (via Microsoft Teams)**

- **COVID-19 :**  
No real change to regional workforce, continue to follow directions, undertake business actions with all possible care. Service delivery is being maintained, some staff have had COVID-19. Impacts remain manageable.
- **District Emergency Services Officer (DESO) update:**  
New District Emergency Services Officer for the Great Southern, Michelle Duxbury to commence on the 1 Sept 2022. Is working remotely, transition into the region towards the end of Oct 22.
- Local Emergency Management Plans (LEMP's ) are always being reviewed, if you see any information that is not current please advise [michele.duxbury@communities.wa.gov.au](mailto:michele.duxbury@communities.wa.gov.au)
- Communities Great Southern's boundary for Emergency Welfare response has changed to incorporate the upper Great Southern. The Wheatbelt has been managing this previously. Alignment with Great Southern Police district with the exception of Walpole and Ravensthorpe who remain a response from either the Southwest or Esperance. Communities Great Southern will work with colleagues in neighbouring regions to provide an emergency response depending on the event, the day to day operations will site with the District Emergency Services Officer in the Great Southern. A rough outline of the new Great Southern region is Brookton across to Lake Grace is the line north , West Arthur to Denmark in the west, Denmark to Bremer Bay to the south and Jerramungup to Lake Grace in the east.
- **Training:**  
Please advise if you would like training conducted for local government staff, this can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Aim is July-Aug to ensure completed. Please e-mail [michele.duxbury@communities.wa.gov.au](mailto:michele.duxbury@communities.wa.gov.au) to request training. Happy to discuss at any time.
- **Recovery:**  
Communities is working with service providers in the recovery space to set up workshops and regular meetings to focus on recovery. Post activations of this year it has identified a need with in the Great Southern to increase stakeholder relationships and plan for recovery throughout the year. This has resulted in a need to have a wider inclusion of the recovery element into the DEMP framework. Work progresses with some more formal presentation to the DEMC to occur, further updates to continue.
- **Communities Deployments: SWICC :**  
**COVID-19 – Aug - Sept :** Current HMA support: Communities continues to provide support to Health, SWICC is still providing emergency welfare support (13COVID opt 4,otp 2) when directed by the Health's Regional Emergency Operations Centre's (REOC's). The Great Southern has had minimal demand over the last couple of months averaging 2-3 requests a week for food and accommodation. Still only one accommodation provider in the Great Southern accepting positive persons.

**Kevin Bransby - Community Emergency Service Manager (CESM) – Gnowangerup**

- Nil

**Ken Jones Manager Infrastructure and Support Services, WACHS Great Southern**

- All hospital Emergency Management Plans have now been finalised.
- Hospital will be conducting a bushfire response plan exercise.
- Once again would like to reduce the fire risk zone around the Gnowangerup hospital as in previous years. Ken to discuss with Damon.
- Hospital received funding to install water tanks and pressure pump.
- Staff housing remains a big issue. No ability to attract new staff without available housing.

- Some staff members work 12 hour shifts and not ideal.
- Ken advised to get in touch with GROH in relation to housing issue.

**Cr Lex Martin - Shire of Gnowangerup Councillor & Deputy Recovery Coordinator**

- Lex asked additional questions in relation to the Bushfire Risk Management Plan and whether the plan included protective burning around the townsite of Gnowangerup, especially around the old sale yards area.

**Damon Lukins - Shire of Gnowangerup Manager of Works**

- Nil

**Geoffrey Carberry - Shire of Gnowangerup Asset & Waste Management Coordinator**

- Geoff will be attending the Recovery Coordinator training at WALGA in October

**Bob Jarvis - Shire of Gnowangerup Chief Executive Officer**

- Bob's last day at the Shire will be on the 31<sup>st</sup> October 2022 and he is looking forward to retirement and spending time with his family and grandchildren.
- Thought he would have a quiet 3 years at the Shire, but that wasn't the case, and he thoroughly enjoyed his time at the Shire.

**Cr Fiona Gaze - Shire of Gnowangerup Shire President (Chair) & Principal - Gnowangerup District High School**

- Nil

**9. CLOSING**

The meeting was declared closed by the Chair at 17:37pm.

**10. DATE OF NEXT MEETING**

Next meeting will take place on Thursday the 1<sup>st</sup> December at 4:30pm.



WALGA



## Issues Paper

# Local Emergency

# Management Arrangements

# (LEMA) Review

July 2022

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# 1 Summary

Local Governments play a critical role in emergency management. As the closest level of Government to community, they have specialised local knowledge and can quickly mobilise resources.

In Western Australia, the [State Emergency Management Framework](#) specifies the roles and responsibilities of the many stakeholders critical to the management of emergencies. Under the [Emergency Management Act 2005](#), Local Governments are required to establish one or more [Local Emergency Management Committees \(LEMCs\)](#) and ensure that [Local Emergency Management Arrangements \(LEMA\)](#) are developed and maintained in accordance with the [LEMA Guideline Model](#).

Local Governments have conveyed several challenges in meeting their emergency management obligations including:

- develop more fit-for-purpose LEMA,
- streamline LEMA processes,
- encourage currency, and
- support Local Governments who lack emergency management resources.

The [State Emergency Management Committee \(SEMC\) Business Unit](#) and the [Western Australian Local Government Association \(WALGA\)](#) are working in partnership to improve LEMA processes.

The [LEMA Review](#) provides an opportunity to:

- develop more fit-for-purpose LEMA,
- streamline LEMA processes,
- encourage currency, and
- support Local Governments who lack emergency management resources.

This paper outlines local-level EM developments in South Australia and Victoria that could inform the LEMA Review. Informed by interviews with representatives from ten diverse Western Australian Local Governments, the paper then presents six key issues with the current LEMA model and presents several opportunities for improvement that require further exploration. These findings will be used to guide a collaborative engagement process with Western Australian Local Governments to codesign a more effective LEMA model.

To comment on this Issues Paper and/or to express your interest in participating in upcoming LEMA Review Local Government workshops please contact Simone Ruane, Project Lead LEMA Review, Phone: (08) 9213 2049 Email: [sruane@walga.asn.au](mailto:sruane@walga.asn.au)

# 2 Abbreviations

Community Emergency Service Manager	CESM
Department of Fire and Emergency Services	DFES
Disaster Risk Reduction	DRR
District Emergency Management Committee	DEMC
Emergency Management	EM
Hazard Management Agency	HMA
Local Emergency Management Arrangements	LEMA
Local Emergency Management Committee	LEMC
Local Government Association South Australia	LGA SA
Local Government Functional Support Group	LGFSG
Memorandum of Understanding	MOU
Municipal Emergency Management Plan	MEMP
Municipal Emergency Management Planning Committee	MEMPC
Prevention, Preparedness, Response and Recovery	PPRR
Regional Emergency Management Planning Committee	REMPC
South Australia	SA
State Emergency Management Committee	SEMC
Western Australia	WA
Western Australian Local Government Association	WALGA

# 3 Overview

## 3.1 Background

Emergency Management (EM) refers to the range of measures taken to prevent, prepare for, respond to, and recover from hazardous events that have the potential to cause harm. In Australia, EM takes an “all-hazards” approach and is underpinned by a comprehensive, risk management framework.

Australian State and Territory governments have primary responsibility for emergency management. However, as guided by the [National Strategy for Disaster Resilience](#), EM is considered a “Shared Responsibility” between all spheres of government, community, individuals and business. Local Governments play a critical role in emergency management. As the closest level of Government to the communities they have specialised local knowledge and can quickly mobilise resources.

There are many natural and human-caused hazards that present a risk to Western Australian communities. Currently, there are [27 hazards](#) prescribed under the [Emergency Management Act 2005](#). Due to the diversity in climate, environment, industry and demographics across the State, hazard profiles vary between different Western Australian communities. However, many Western Australian communities are faced with rapidly changing risk dynamics. The implications of climate change for the EM sector are significant. The frequency of extreme natural hazard events including heatwaves, bushfires and flooding in Western Australia will continue to increase and many communities will be exposed to hazards they have not historically experienced.<sup>1</sup> Effective EM arrangements are critical to ensure that Western Australian communities are prepared for the various hazards they may be exposed to.

Emergency Management in Western Australia is governed through the [State EM Framework](#) that consists of [State EM Legislation](#), [A State EM Policy](#), [State EM Plans](#), [State EM Procedures](#) and [State EM Guidelines](#). This Framework outlines the governance structure and the specific roles and responsibilities of the stakeholders integral to EM.



Figure 1: State Emergency Management Framework<sup>2</sup>

<sup>1</sup> Government of Western Australia (2021) [Western Australian Climate Projections Summary](https://www.wa.gov.au/system/files/2022-01/Western_Australian_Climate_Projections_Summary.pdf), [https://www.wa.gov.au/system/files/2022-01/Western\\_Australian\\_Climate\\_Projections\\_Summary.pdf](https://www.wa.gov.au/system/files/2022-01/Western_Australian_Climate_Projections_Summary.pdf)

<sup>2</sup> State Emergency Management Committee (Accessed July 2022) <https://semc.wa.gov.au/PublishingImages/resources/Policy%20and%20plan%20new%20icons/all%20icons.jpg>



The [State Emergency Management Committee \(SEMC\)](#) is the peak body for Western Australia's emergency management arrangements. SEMC membership includes representatives from a range of organisations appointed by the Minister for Emergency Services who play a role in WA EM. SEMC is advised by three SEMC Subcommittees and two reference groups. A [District Emergency Management Committee \(DEMC\)](#) has been established for each of the eleven WA Emergency Management Districts, which is responsible for developing and maintaining EM for the district. In addition, Local Governments are required to establish one or more [Local Emergency Management Committees \(LEMCs\)](#) to ensure that [Local Emergency Management Arrangements \(LEMA\)](#) are developed and maintained.

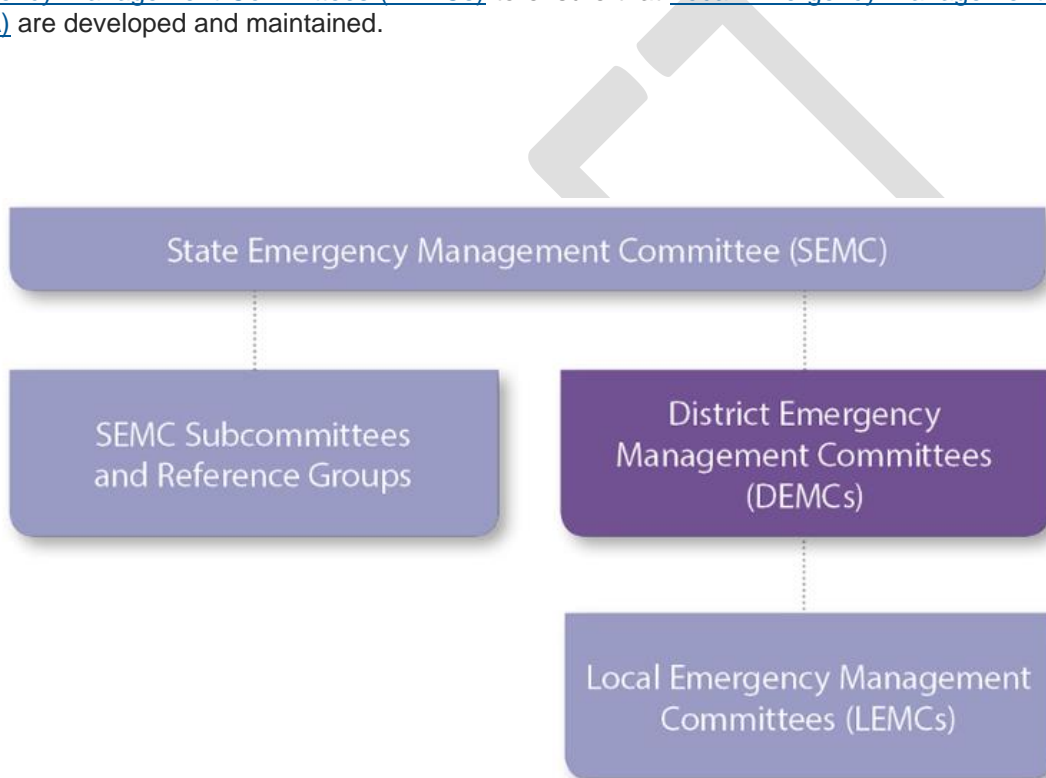


Figure 2: State EM Governance Structure<sup>3</sup>

<sup>3</sup> State Emergency Management Committee (Accessed July 2022) <https://semc.wa.gov.au/about-us/the-semc/district-emergency-management-committees>

LEMA refers to the suite of emergency management documentation, systems, processes, agreements, and memorandums of understanding (MOU) that support a coordinated approach to emergency management at the local level. LEMA are outlined in an overarching document that is developed in consultation with key stakeholders, endorsed by the respective Local Government and noted by the affiliated DEMC and SEMC.



Figure 3: LEMA Structure<sup>4</sup>

All Local Governments are required to review their LEMA:

- every five years
- after a significant emergency incident
- and after exercising their LEMA on an annual basis.

LEMA are considered non-compliant if they have not been developed or reviewed as required by the LEMA Model Guidelines or lack engagement of the community.

<sup>4</sup> Local Emergency Management Arrangements Guideline and Model (2021) <https://www.semc.wa.gov.au/emergency-management/guidelines/Documents/LEMAguidelineandmodel.pdf>

### 3.2 The LEMA Review

In 2019, SEMC identified a trend of Local Governments with LEMA overdue for review. WALGA responded to this by informing SEMC of the key challenges Local Governments face in fulfilling their EM obligations including:

- a lack of clarity around their EM roles and responsibilities,
- a lack of financial and human resources, and
- a misalignment between EM and the day-to-day business of Local Government.

WALGA proposed that there was an opportunity to improve the LEMA model to make it more fit-for-purpose and suitable for Local Governments of various sizes and maturity. Based on this advice, SEMC approved a LEMA Review using a sector-led approach. In 2021, DFES was granted funds through the [Natural Disaster Resilience Program \(NDRP\)](#) for a LEMA review and allocated [AWARE](#) grant funding to WALGA to ensure Local Governments would be actively represented in the review of local-level EM. The [LEMA Review Project](#) officially commenced in March 2022.

The LEMA Review aims to:

- develop fit-for-purpose LEMA,
- streamline LEMA processes,
- encourage currency, and
- support Local Governments who lack EM resources.

WALGA's role in the LEMA Review is to lead an engagement process with Local Governments. Based on the findings that emerge, WALGA will provide recommendations to the SEMC Business Unit that will inform the implementation of a new LEMA Model. The SEMC Business Unit will consult with [Hazard Management Agencies \(HMAs\)](#) and other key stakeholders and develop a LEMA Improvement and Implementation Plan.

### 3.3 Purpose

The purpose of this paper is to provide background information about the LEMA Review, outline key issues associated with the current LEMA model and present opportunities for improvement. The paper will guide a collaborative engagement process with WA Local Governments to codesign more effective LEMA approaches.

The paper was informed by a mixed-methods research approach including desktop research, ten one-on-one interviews conducted with Western Australian Local Governments of different sizes, maturity and risk profiles, a survey of the local-level EM arrangements of other Australian States, and input provided by the LEMA Review Project Steering Committee. WALGA thanks all the individuals who contributed their time and shared their knowledge.

WALGA invites Local Governments to comment on the issues and improvement opportunities proposed in this paper and contribute additional suggestions to inform the design of a new LEMA model.

# 4 Other Jurisdictions

At both an international and national level, emergency management is shifting its focus from a reactive approach to one that places greater emphasis on preparedness. This policy shift highlights the imperative of reducing disaster risk and enhancing community resilience through adaptive and integrated emergency management.<sup>5</sup>

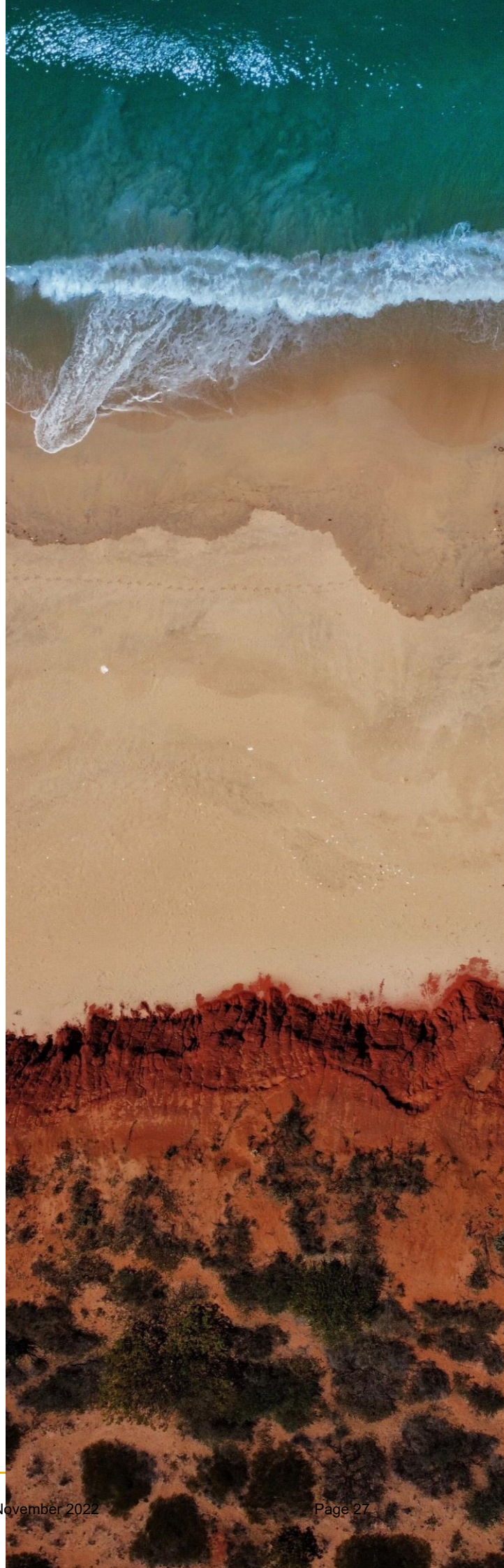
Successful policy change and programme reform can be supported by considering the innovations of other jurisdictions and how they could be co-opted in a different context.<sup>6</sup> The local-level EM arrangements of both South Australia and Victoria have undergone significant changes in recent years that could inform the improvement of the LEMA model.

This section presents a summary of the local-level policy developments and reform initiatives of each of these two States.

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5 [United Nations Sendai Framework for Disaster Risk Reduction 2015-2030](#)

6 Althaus, C, Bridgeman, P & Davis, G 2013, The Australian policy handbook, 5th edn, Allen & Unwin, Crows Nest.



## 4.1 Local Emergency Management Planning - South Australia

Whilst considered best-practice, South Australian (SA) Local Governments are not legislatively required to develop or maintain a Local Government specific EM Plan or a Local Recovery Plan. Local-level EM planning is legislatively required at the zone level by the Zone Emergency Management Committees, where Local Governments are actively represented. Correspondingly, the South Australian State EM framework does not require the establishment of a local-level committee equivalent to the LEMC.

In 2016, a revision of the State Emergency Management Plan resulted in the establishment of the [Local Government Functional Support Group \(LGFSG\)](#) and the development of the [i-Responda Framework](#) to improve the mobilisation of resources for the Local Government sector in planning for and responding to emergencies. I-Responda is an operating platform that allows SA Local Governments timely access to reminders, checklists, action plans, joint operating guidelines and plans that assist Local Government staff to make safe and effective decisions. The LGFSG, is led by the [Local Government Association of South Australia \(LGA SA\)](#) and includes South Australia's 68 Councils and 6 regional councils. The LGFSG also offers Local Governments development and engagement activities and a range of products (e.g., incident materials and exercise kits) that contribute to enhancing Local Government EM capacity and capability.<sup>7</sup>

To further enhance the EM Capability and Capacity of SA Local Governments, LGA SA delivered the [Council Ready](#) program between 2019-2021. Stage 1 of this project entailed an assessment of EM capability and capacity of participating Local Governments to identify ways Local Governments could be best supported with EM planning. Based on key findings, a Council Emergency Maturity Model was developed to help Local Governments understand where they currently sit in EM and the logical next steps they could take to improve their EM capability and community's resilience. Stage 2 provided practical assistance to Local Governments with emergency management planning through a network of project officers who worked directly with local government staff to develop a 'Council Ready Action Plan'<sup>8</sup>.

### Considerations

- a) Should WA Local Governments be legislatively required to develop and maintain local-level emergency management arrangements, or is local-level EM better placed at the district or sub-district level?
- b) Is a Local Government Functional Support Group (LGFSG) feasible in WA and how could it enhance Local Government Capacity and Capability?
- c) Would a Local Government specific Operating Platform, such as I-Responda assist WA Local Governments in the EM planning and in the implementation of response and recovery?
- d) Would an initiative such as Council Ready enhance the EM capacity and capability of Western Australian Local Governments who lack the resources to fulfil their EM obligations?

<sup>7</sup> [LGA SA \(2019\) Local Government Emergency Management Framework](#)

<sup>8</sup> [LGA SA \(2021\) LGA Council Ready](#)

## 4.2 Local Emergency Management Planning - Victoria

Similar to WA's local-level EM arrangements, prior to 2020, Victorian Local Governments were legislatively required to develop and maintain a [Municipal Emergency Management Plan \(MEMP\)](#). However, in December 2020, amendments to the *Emergency Management Act 2013 (Vic)* enacted significant reforms to Victorian local-level EM arrangements. Notably, legislative responsibility for local-level EM planning was transferred from Local Government to a reformed multi-agency [Municipal Emergency Management Planning Committee \(MEMPC\)](#). The aim of these amendments was to foster a more collaborative and consistent EM approach across State, Regional and District Emergency Management Planning.<sup>9</sup> While Local Governments are still required to establish, convene, and chair a MEMPC, the MEMP is no longer a Local Government plan but owned by the committee itself. Further, the endorsement of MEMPs has been transferred from Local Government to the Regional Emergency Management Planning Committee (REMPC).

While MEMPCs can work together in a [Local Government Cluster](#), an individual MEMP must be prepared by each MEMPC that addresses the specific circumstances and risks of that Local Government jurisdiction. The MEMPC can establish sub-committees or working groups to focus on specific hazards and issues. In addition to an overarching plan, a MEMP will generally consist of [multi-agency sub-plans](#) that outline more detailed arrangements for a specific community (e.g. vulnerable groups), a particular hazard or EM phase (e.g. recovery) and complimentary plans that are prepared outside the *Emergency Management Act 2013 (Vic)*. MEMPs must be reviewed at least every 3 years.

Unlike the LEMA model, there is no MEMP model template, however, [Emergency Management Victoria](#) has developed a single [Guidelines for Preparing State, Regional and Municipal Emergency Management Plans](#) document and a [Municipal Emergency Management Planning website](#) that contains specific resources and examples to inform and support Local Government level EM Planning.

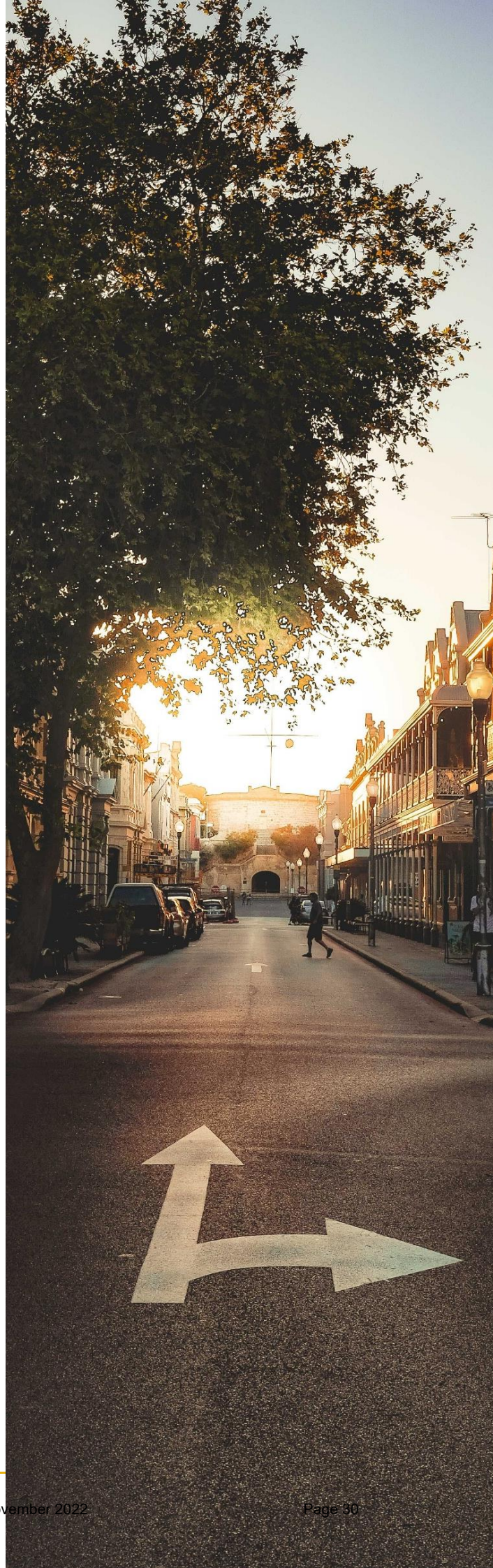
### Considerations

- a) Could legislative changes to *Emergency Management Act 2005* support a more functional and collaborative approach to local-level EM?
- b) Could LEMA more effectively incorporate sub-plans and complimentary plans to ensure an integrated approach to local-level EM planning?
- c) Should ownership of the LEMA remain with Local Governments or could a multi-agency approach to LEMA be strengthened by reviewing the function and responsibilities of the LEMC?
- d) Is greater consistency between State, District and Local EM planning in Western Australia needed and if so, how could this be supported?
- e) Would a Local Government Emergency Management Planning online resource hub support Local Governments develop LEMA?
- f) Should LEMA be reviewed more regularly in line with the legislative requirements of other States?

<sup>9</sup> Emergency Management Victoria (accessed 10 July 2022) [Transition Guide for reformed municipal emergency management planning arrangements with FAQs](#)

# 5 Issues and Opportunities

Informed by one-on-one interviews with representatives from ten diverse Western Australian Local Governments, this section outlines six key issues with the current LEMA model and presents several opportunities for improvement.



## 5.1 Issue 1: Strategic or Operational? The purpose of LEMA is not well understood

The *Emergency Management Act 2005* (Section 36) requires that Local Governments “ensure that effective and local emergency managements arrangements are prepared and maintained for its district,”<sup>10</sup> However, confusion exists within the Western Australian Local Government sector regarding the fundamental purpose of LEMA. The LEMA Guideline Model states that LEMA “are to ensure the community is prepared to deal with the identified emergencies should they arise.”<sup>11</sup> However, there is a lack of clarity around where LEMA fit within the comprehensive emergency management framework of Prevention, Preparedness, Response and Recovery and who they seek to serve.

“If you read Section 36 of the Emergency Management Act that states Local Governments are responsible for LEMA – there’s not even a definition about what that means. It’s murky and rubbery.”  
Medium Metropolitan LG Representative

There are diverging opinions within the Local Government sector regarding whether LEMA should function as a strategic emergency preparedness process or as an operational response tool. Overall, Local Governments are of the opinion that the main purpose of LEMA is to provide the necessary information to support operational response and assist with early recovery within their jurisdiction during an emergency.

“LEMA should highlight the key roles and responsibilities when managing an emergency.”  
Small Regional LG Representative

“LEMA should be about providing a quick reference guide to people that aren't familiar, to provide knowledge in the local context.” Small Regional LG Representative

However, according to some Local Governments, the purpose of LEMA should primarily be to enable a collaborative, multi-agency approach for EM that supports preparedness and builds the networks and knowledge that can be drawn upon when an emergency event occurs.

“[The purpose of LEMA] is about bringing those people in a space where they can collaborate.”  
Small Regional LG Representative

According to these interviewees, LEMA is not about developing a document that can be “pulled off the shelf” during an emergency per se, but rather, is a collaborative planning mechanism that enables the Local Governments to form positions on how they are going to deal with emergency matters when they arise.

## Opportunities for improvement

- a) Clarify the key purpose and intended audience of LEMA.
- b) Determine if LEMA is fundamentally a strategic process (aimed at fostering multi-agency collaboration and preparedness) or outcomes-based (aimed at producing functional incident response documentation).
- c) Amend EM legislation and update LEMA Guidelines to include a clearer definition of LEMA and overarching purpose statement.

<sup>10</sup> Government of Western Australia (as at 04 April 2020) [Emergency Management Act 2005](#)

<sup>11</sup> Local Emergency Management Arrangements Guideline and Model (2021) <https://www.semc.wa.gov.au/emergency-management/guidelines/Documents/LEMAguidelineandmodel.pdf>



## 5.2 Issue 2: Current LEMA documents do not have practical use

Overall, Local Governments agree that the LEMA documentation contains some useful information, namely the contact lists, critical infrastructure information and the resource register. However, complaint from Local Governments is the length and duplication of LEMA documentation. Interestingly, only one of seven of the Local Governments interviewed who had recently experienced a significant emergency event had referred to the information outlined in their LEMA documentation during the event. Therefore, despite many Local Governments considering the main purpose of LEMA is to support operational response and early recovery during an emergency event, it is evident that the current LEMA documentation does not currently fulfil this function effectively.

“In the midst of a disaster you don’t reach for a handbook... you’ll turn to people in the room who have been through this before.” Small Regional LG Representative

“[LEMA] isn’t the document you’re going to use...you’ll probably just end up using some of what’s in the Appendix.” Medium Metropolitan LG Representative

### Documentation length and content

Local Governments value the provision of tools and templates that assist them in fulfilling their EM obligations. However, several issues with the current LEMA Model template have been raised. Local Government representatives noted that the current LEMA Model template includes excessive guidance instructions, general information and technical jargon not suitable for Local Government.

“One of my biggest frustrations with writing and reviewing LEMAs is that it has become like an emergency 101 document and basically telling people how to suck eggs...people who are using the LEMAs already know EM and if they don’t, they should...The document needs to be shorter, succinct...A quick outline of your local government and who’s who in the zoo... if necessary you can cross reference to State plans and policies using hyperlinks.” Small Regional LG Representative

“You need a grab and go version of LEMA for an actual emergency management.” Large Metropolitan LG Representative

“What we wanted was something we could pick up and just go step one, step two, step three, step four...A useful manual that fits into one little folder.” Small Regional LG Representative

While an overview of the local context, demographics and priority hazards of the district were considered important information to be included in LEMA documentation, there are calls for a “stripping back” of the LEMA Model template. Furthermore, separating the preparedness and prevention information with the information needed for operational response and early recovery was proposed.

### Simplified presentation

Local Governments recommended an infographic-based approach to LEMA documentation and expressed a need for simple templates, checklists and flow diagrams that provide step-by-step guidance for Local Governments during and emergency.

“Dot points, graphs and tables, are a lot easier to extract the information readily, rather than having to read through a wafting paragraph.” Small Regional LG Representative

“[LEMA] should be something that you can stick on the wall...a flowchart on how things are undertaken and what you should be doing.” Small Regional LG Representative

“I’d like to see [LEMA] written in a language that any Local Government officer could pick it up and actually understand it.” Small Regional LG Representative

### Information duplication

Local Governments raised the issue of the duplication of information across the suite of LEMA documentation and subplans, specifically with regards to welfare planning and recovery planning. It was emphasised that much of information included in the Department of Communities welfare plans is replicated across the LEMA documentation. It was suggested that duplication issues are largely the result of EM legislation not keeping up with the changes in functional emergency management.

“Why are we replicating that information and who really needs to take on that body of work? The welfare plan is what Department of Communities [DoC] should be doing...if you are expecting local government to be managing welfare – I don’t have people to do that, I don’t have the resources to do that – let DoC manage that.” Small Regional LG Representative

“The [Emergency Management Act 2005] is 17 years old...Emergency management has changed drastically in that time”, noting that [the current LEMA model] templates require recovery to be included in LEMAs. But now you’ve got the standalone [Recovery] plan. So, you’re repeating something, because back in 2006 we didn’t have standalone recovery plans...templates haven’t kept up with that.” Small Regional LG Representative

## Opportunities for Improvement

- a) Structure LEMA documents more discretely into Disaster Risk Reduction, Incident Operations and Recovery (before, during, after).
- b) Shorten the main LEMA model template into 2-3 pages of critical information that can be used during a response and establishing recovery that includes a local profile, resource register, critical infrastructure and contact lists.
- c) Strengthen LEMA’s focus on Local Government resourcing logistics, public information and business continuity.
- d) Separate guidance and general emergency management information out of LEMA templates. Use hyperlinks to connect functional LEMA documents to State EM Framework documents.
- e) Review welfare plan, recovery plan and LEMA templates to identify and remove duplication of information.

### 5.3 Issue 3: The LEMA model does not account for the different capacities and capabilities of Local Governments

#### Varying capability and capacity

It is evident that the current LEMA model does not adequately account for the various EM capacities and capabilities that characterise WA Local Governments. Small regional Local Governments cited a lack of ongoing funding and human resources as barriers to fulfilling their legislative EM obligations. These findings reflect the results of both WALGA’s 2021 Local Government Emergency Management Survey<sup>12</sup> which indicated that many Local Governments do not have the capacity to test their LEMA and the State Capability Survey 2021, which confirmed that the EM capability of Local Governments tend “to decrease with decreasing LG size and increasing remoteness.”<sup>13</sup>

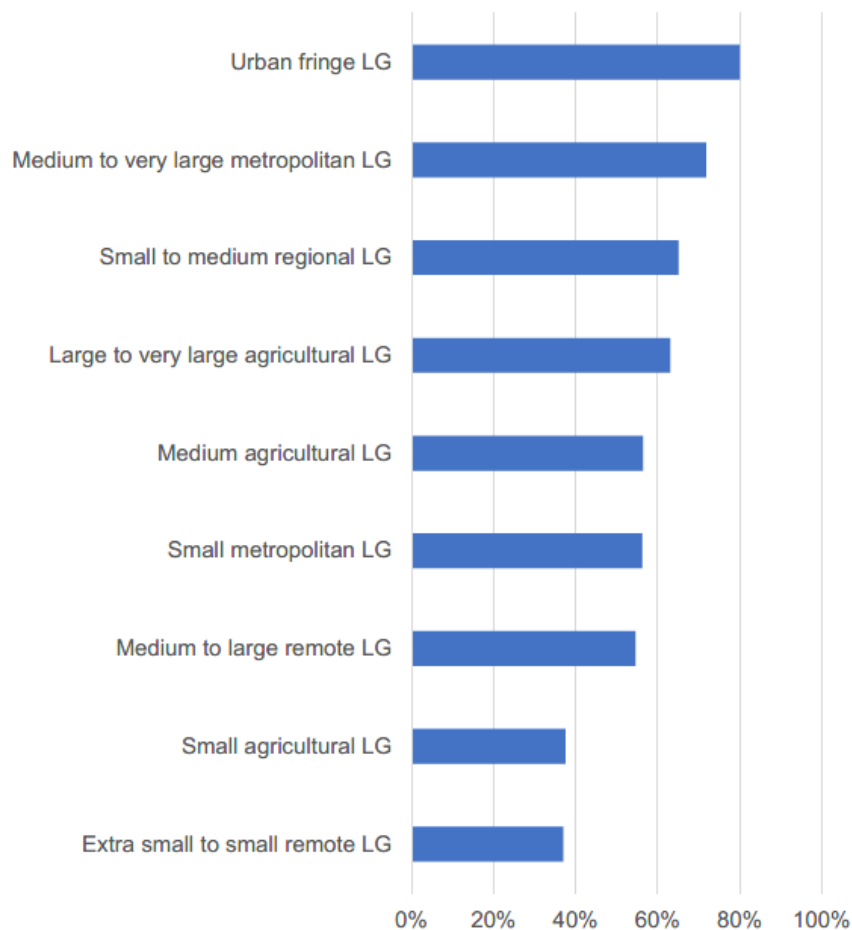


Figure 4: Average across 23 Capability Topics by LG Classification, WA 2021

<sup>12</sup> WALGA (2021) 2021 Local Government Emergency Management Survey

<sup>13</sup> State Emergency Management Committee (2021) Emergency Management Capability Summary: State-wide overview of Local Governments

## Local Government funding for EM

A lack of ongoing funding to ensure current and effective LEMA was also emphasised by Local Governments. Currently WA Local Governments are eligible for the following funding to support with EM activities:

- [Local Government Grants Scheme \(LGGS\)](#) for bushfire brigade (and SES) capital and operating costs.
- [Disaster Recovery Funding Arrangements \(DRFAWA\)](#) for recovery following a disaster funded jointly by the State and National Governments.
- [National Disaster Risk Reduction \(NDRR\)](#) for priority areas outlined in the National Disaster Risk Reduction Framework and WA's Implementation Plan.
- [Mitigation Activity Funding \(MAFGP\)](#) for treatments in high bushfire risk areas in conjunction with the Bushfire Risk Management Program in which selected Local Governments received a funded position to develop a Bushfire Risk Management Plan.
- [All West Australians Reducing Emergencies Program \(AWARE\)](#) for capacity building and preparedness activities that fall under pre-determined priority areas.

Several local governments indicated that a more sustainable model of local-level EM funding was necessary to ensure that different aspects of LEMA can be regularly reviewed and exercised.

“There’s a belief you can get Local Government Grants Scheme LGGS funding [for LEMA], but it is very specific in what it funds. [EM] capacity building, recovery, community engagement is not funded through LGGS and there’s little scope in a Local Government’s municipal budget for that.” Small Regional LG Representative

## EM Personnel and Training

While many larger metropolitan Local Governments have designated EM staff to administer LEMA, several small regional Local Governments expressed frustration regarding a lack of human resources and EM expertise to fulfill all their various EM responsibilities.

“In a small local government setting [LEMA] becomes a CEO responsibility.” Small Regional LG Representative

“In an ideal world, you would have a dedicated officer for emergency management. I don’t know how you fund that; you wouldn’t find that out of local rates.” Small Regional LG Representative

The Community Emergency Service Managers (CESM) program was initiated in 2007 to encourage a comprehensive and ‘all hazards’ approach to EM at the local level through the provision of a position jointly funded by Local Government and DFES.<sup>14</sup> The CESM program aims to provide “the capacity to share the costs associated with the delivery of emergency management services and assist Local Governments to build safe and resilient communities”.<sup>15</sup> It is stated that CESMs may play a leading role in LEMA and thus “support the Local Government to comply with their relevant Emergency Management related legislative requirements”.<sup>16</sup> However, not all Western Australian Local Governments have access to a CESM to support them with their LEMA. Small regional Local Governments without CESMs indicated that if they had access to a designated CESM they would take a leading role in developing and maintaining LEMA. These findings further reinforce WALGA’s position on the need to expand the CESM program to give all Local Governments the option to participate in the program.

“Some Local Governments have a CESM to support with LEMA but not us – I’ve been fighting for a CESM, but emergency management is left to me [the CEO].” Small Regional LG Representative

<sup>14</sup> Department of Fire and Emergency Services (May 2021) Community Emergency Services Managers Reference Manual

<sup>15</sup> Ibid

<sup>16</sup> Ibid

“A CESM would be invaluable in rolling out exercises...LEMA would definitely be part of that role. CESMs are very cost effective [and provide a] bridge between Local Government and DFES.” Small Regional LG Representative.

It is important to note however, that CESMs for some small regional Local Governments had no or minimal involvement in LEMA. Local Governments whose CESMs were not actively involved in LEMA attributed this to the fact that their CESMs were too busy managing bushfire brigades and undertaking bushfire mitigation activities. Overall, Local Governments share the view that because LEMA documents have limited utility and are not linked to mitigation funding, other EM obligations such as bushfire risk management are prioritised. Further, it is evident that while the CESM Program espouses principles of Prevention, Preparedness, Response and Recovery (PPRR), in practice the program remains focused on bushfire mitigation and operational response. It was suggested that the CESM key activities outlined in the CESM business plan are too broad and need revising.

“The CESM’s] workload is ridiculous. Where does LEMA sit in a priority? ...it’s one of those things...if it’s only [reviewed] every 5 years so it’s going to drop to the bottom of the priority list?” Medium Regional LG Representative

“The [CESM] is quite busy with mitigation work and doesn’t have time for LEMA planning.” Small Regional LG Representative

“[As a CESM], I have to maintain the LEMA, manage the bushfire brigades, which is a big commitment, and bushfire risk mitigation...I’m struggling to find the time to do everything.” Small Regional LG Representative

It remains questionable whether the CESM role is appropriately placed to play a leading role in LEMA. However, smaller Local Governments call for practical assistance and additional EM training to ensure they can maintain effective LEMA.

“[Local Governments need a specific ‘all hazards’ emergency management position that focuses on] reviewing policies, procedures, working on the LEMA and the LEMCS, focusing on that space and not getting caught into the response or getting sucked into DFES rather than focusing on your local government.” Small Regional LG Representative

### Resource sharing between Local Governments

While a sub-regional model for LEMA may address some of the resourcing and duplication issues identified, many Local Governments do not favour such an approach. Local Government indicated that a sub-regional LEMA approach may only be suitable for Local Governments in close geographic proximity from each other, who share the same emergency risk profile. Some Local Governments believed their risk profile was too different from other Local Governments in their region to justify a sub-regional approach or a joint LEMA. Moreover, there was apprehension about the administrative implications of a sub-regional approach and the potential for it to result in even more redundant information. Overall, responses suggest that more flexible, hybrid LEMA options, which allow for either joint or stand-alone LEMA depending on the context and preference, should be considered.

It has been acknowledged that current LEMA processes and reporting requirements do not effectively capture or facilitate shared resource arrangements between Local Governments. Interviews with Local Governments agreed that establishing formal EM Memorandums of Understanding (MOU) are an important part of LEMA. However, Local Governments emphasised that it is the informal relationships between Local Governments that underpin resource sharing during and after an emergency event.

“[Resource sharing] just happens because it’s good practice and the spirit of local governments per se...over the years we’ve developed resource sharing without us having to write it down.” Medium Metropolitan Local Government.

While there is scope to encourage and even mandate formal resource sharing arrangements, increasing opportunities for informal EM knowledge sharing and relationship building between Local Governments may produce greater benefit.

## Opportunities for Improvement

- a) Design a scalable model for LEMA that acknowledges Local Government EM capability and maturity differences and guides continuous improvement EM.
- b) Develop a more sustainable grant funding model for Local Government EM – including for LEMA.
- c) Review the role of the Community Emergency Management Service (CESM) program in supporting LEMA.
- d) Initiate a Local Government Preparedness/Council Program that provides EM human resourcing support and skills development for Local Government.
- e) Strengthen resource sharing between Local Governments, both formally and informally.

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## 5.4 Issue 4: The State Emergency Management Framework is complex and the role and responsibilities of Local Government are not clear

It is evident that the State EM Framework, which is comprised of legislation, policy, plans, procedure, and guideline documents, is complex and difficult to navigate. The State EM framework does not provide a single document or point of call for Local Government that details their roles and responsibilities in EM.

“The [State EM framework] documents are 200 pages long...It was simpler when we had policy statements. You could pick up the policy statement for Local Government, go through it and comply with it.” Small Regional LG Representative

Local Governments indicated that a central repository of Local Government specific EM templates, tools and resources would be useful. More specifically, access to best practice examples of LEMA documents from Local Governments of various sizes, maturity and risk profile may assist Local Governments in developing more fit-for-purpose LEMA that corresponds with their specific EM resource capability and risk profile. One Local Government suggested that LEMA templates and examples should be designed to better reflect the different EM capability and capacity of metropolitan and regional local Governments and consider the different band allocations of Local Governments. Local Governments also expressed a need for more practical resources that step Local Governments through managing an emergency.

“A one stop shop on a website where [Local Governments] could go to and get the details they need would be so much easier.” Medium Regional LG Representative

Several interviewees noted that Local Governments’ role in EM response is limited to small-scale incidents. Therefore, it was recommended that the LEMA templates be redesigned to focus more specifically on the needs and roles of Local Government in managing an emergency. Local Governments suggested templates that inform and guide Local Government EM standard operating procedures, exercising, post-impact assessment, public information and running community meetings.

“The current LEMA model assumes we are doing a lot more response work than we actually are. If it’s anything that requires outside assistance, you’re not using the LEMA, you are using whatever documents the appropriate Hazard Management Agency has in place...they’ll be running it...Local Government will support but that is about it.” Small Regional LG Representative

“What would be useful in that shared repository is a set of standard templates...working out what’s going to be required by Local Governments but have it as a way of managing emergencies. Managing response is different to managing emergencies. Because in response, you’re dealing with the hazard, and in managing emergencies, you’re managing the people affected by the hazard.” Small Regional LG Representative

### Opportunities for Improvement

- a) Review and update State EM framework to provide more clarity about the roles and responsibilities of Local Government in EM.
- b) Develop a singular tool or policy statement that outlines the roles and responsibilities of Local Government in EM.
- c) Develop a Local Government emergency management knowledge hub/central repository of useful reference materials, tools, templates, examples, and case studies.

## 5.5 Issue 5: LEMCs are not actively engaging in LEMA

LEMCs are a non-operational committee, chaired by Local Government and comprised of representatives from a range of agencies, organisations, and community groups with the role of assisting with emergency preparedness at the local level.<sup>17</sup> A key role of the LEMC is to advise and assist the Local Government in ensuring that LEMA are developed, tested and reviewed. While many Local Governments reported regular and well-attended LEMC meetings, it was acknowledged that they are underutilised mechanisms to enhance local EM preparedness. Most Local Government interviewees indicated that their LEMCs have not been actively engaged in developing or maintaining LEMA.

“If you look at the LEMA and the LEMC, the most important part of those is the LEMC...that is, in the bringing together of the key stakeholders. While I’ve consulted with the LEMC about the LEMA, there’s not an active engagement around putting together the LEMA...As long as I write something that is based on the guideline documents they say it’s good to go...LEMA should be more of a [multi-agency] partnership arrangement around the preparation and adoption of LEMA that actually requires the key agencies, not just to have a look, but actually to get more involved and be co-signatories before the [LEMA] goes to Council for approval.” Medium Metropolitan LG Representative

“You come to the LEMC meetings with the LEMA document and ask members to please provide input into the plan or make suggestions for training and it’s like talking to a brick wall... They are there to give you a 5-minute spiel about what they’re doing or they don’t come at all because they have got another meeting down the road talking about the same thing.” Small Regional LG Representative

The lack of engagement of LEMC in LEMA was attributed to the fact that LEMC members are often members of multiple LEMCs in the district and therefore experience EM meeting fatigue. It was also suggested that the 5-year requirement for a major review of LEMA is way too long, and that LEMA should be a living LEMC document that is continually updated, with a major review more regularly to ensure currency.

“I don’t think we are running our LEMCs as well as we could given the heads we’ve got in the room... We could do with more education in the LEMC space of what activities we could be doing...and how we could be workshopping the LEMA.” Medium Regional LG Representative

“Agencies aren’t interested in preparing or documenting LEMA...you put LEMA in front of them at a LEMC for their review and occasionally you’ll get comments but very infrequently...and then it gets adopted and signed off and waits for another five years.” Small Regional LG Representative

“There is confusion about LEMC being a Council Committee and LEMA being a council document. I think there needs to be re-education because in the Legislation it’s the responsibility of the LEMC to determine LEMA, not the Local Government.” Medium Metropolitan LG Representative

It was suggested that rather than focusing on agency updates, LEMCs should proactively contribute more to LEMA. In addition, LEMC Chairs and Executive Officers may benefit from further guidance about how to engage their members more actively in LEMA requirements.

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<sup>17</sup> Local Emergency Management Arrangements Guideline and Model (2021) <https://www.semc.wa.gov.au/emergency-management/guidelines/Documents/LEMAGuidelineandmodel.pdf>



## Opportunities for Improvement

- a) Review the function of the LEMC, membership terms of reference and role in developing and maintaining LEMA.
- b) Consider legislative reform that increases LEMC engagement in LEMA.
- c) Review LEMCs role in LEMA exercising and LEMA review requirements.
- d) Develop training and resources to support LEMCs take a more proactive approach in LEMA.

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## 5.6 Issue 6: There is a misalignment between LEMA and the Integrated Planning and Reporting Framework for Local Government

The Integrated Planning and Reporting Framework (IPR) was introduced in 2010 under the *Local Government Act 1995* as part of the State Governments Local Reform Program.<sup>18</sup> IPR aims to facilitate a more strategic governance approach for Local Governments that connects community aspirations to operational functions.<sup>19</sup> The core requirements of the IPR framework include the preparation of a Strategic Community Plan with a ten year horizon and a corresponding Corporate Business Plan with a four-year delivery plan and budget forecasts. The IPR framework also encompasses a suite of Informing Strategies on specific issues and local areas (e.g., long term financial plans, asset management planning, workplace planning, economic development strategy, arts and cultural strategy etc) that assist a Local Government to establish priorities and deliver services, assets and priorities within its resource capacity.

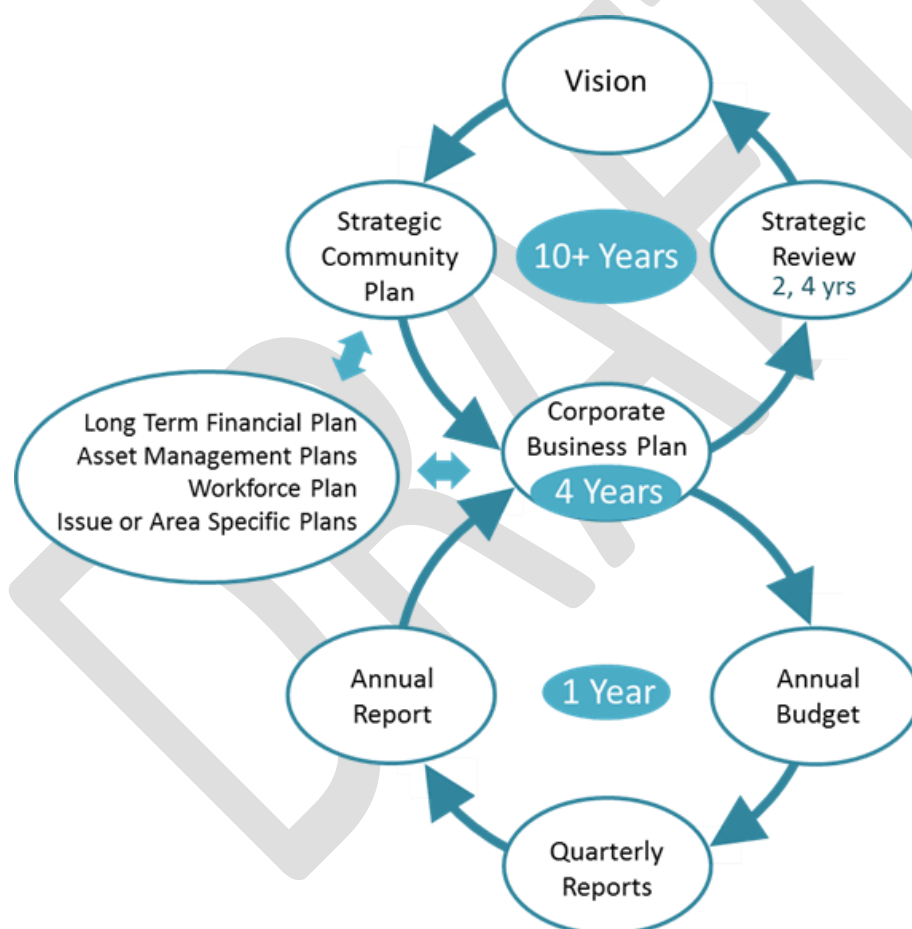


Figure 5: IPR Framework<sup>20</sup>

The IPR Framework and Guidelines state that Local Governments should address Strategic Risk Management, including natural disaster in their Strategic Community Plan. However, a desk-top scan of WA Local Government Strategic Community Plans revealed that while community safety is a priority focus of many WA Local

<sup>18</sup> Department of Local Government and Communities (2016) [Integrated Planning and Reporting: Framework and Guidelines](#)

<sup>19</sup> Ibid

<sup>20</sup> Ibid

Governments, very few Strategic Community Plans mention disaster risk reduction/preparedness or include the LEMA document as an Informing Strategy in their IPR Framework.

Views from Local Governments interviewees regarding the merit of strengthening the alignment between the IPR requirements and LEMA are mixed. While some Local Governments representatives argued that a better integration of LEMA and IPR was necessary to embed disaster preparedness into the culture of Local Government and mainstream EM across Local Government business activities, others were concerned it would be administratively onerous and inappropriate.

“The integrated planning process really does need to have a greater understanding of emergency management and it doesn't at this stage. I think the integrated planning process itself is the area where Local Governments say this is what is important to us. I think climate change is going to make emergency management an imperative.” Small Regional LG Representative

“In our current [Community] Strategic Plan, there are themes about safety and building resilience... without having to name the LEMA the linkage is there...I don't know if we want to take it further and have the LEMA as another document under the IPR.” Medium Metropolitan LG Representative

Concerns were also expressed about the prospect of LEMA becoming an informing strategy document that was in the public domain, requiring further community input. Further investigation of which aspects of LEMA should be communicated to the wider community to enhance resilience, and which parts should remain sensitive and secure is required.

## Opportunities for Improvement

- a) Support Local Governments to develop an EM preparedness plan/disaster resilience strategy as a public 'Informing Strategy' for their Strategic Community Plan.
- b) Ensure that response and recovery LEMA documentation which contains sensitive information remains private and confidential.
- c) Develop a Local Government EM Framework that strengthens best practice EM principles within Local Government culture and mainstreams EM across Local Government departments.
- d) Review the availability and content of EM training for Elected Members and Local Government staff to ensure the role of LEMA in IPR is promoted as good governance.



## 6 Next Steps

WALGA is committed to working closely with all levels of government and industry groups to ensure that Local Governments are represented and engaged in emergency management policy matters that affect their operations and community's disaster resilience. WALGA's Advocacy Position on Emergency Management provides:

*Local Governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify Local Government as a key player in community disaster resilience, preparedness and response. Local Governments however face a number of challenges in addressing their emergency management responsibilities, and these challenges differ greatly across the State.*

During the next phase of the LEMA Review WALGA will coordinate a collaborative engagement process with Western Australian local governments. This engagement process will consider the local-level EM developments of other jurisdictions and further explore the issues and opportunities outlined in this Issues Paper to inform the codesign of new LEMA approaches.

To comment on this Issues Paper and/or to express your interest in participating in the LEMA Review Local Government workshops please contact Simone Ruane, Project Lead LEMA Review, Phone: (08) 9213 2049 Email: [sruane@walga.asn.au](mailto:sruane@walga.asn.au)

DRAFT

## Anrie Van Zyl

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**From:** local-government-emergency-management-network@googlegroups.com on behalf of Susie Moir <SMoir@walga.asn.au>  
**Sent:** Tuesday, 16 August 2022 2:12 PM  
**To:** local-government-emergency-management-network@googlegroups.com  
**Subject:** FW: Amendments to State Emergency Management Documents - Traffic Management During Emergencies Guideline

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**From:** PATTERSON Carla <Carla.Patterson@dfes.wa.gov.au>  
**Sent:** Tuesday, 16 August 2022 1:50 PM  
**To:** SEMC Policy and Legislation <semc.policylegislation@dfes.wa.gov.au>  
**Subject:** Amendments to State Emergency Management Documents - Traffic Management During Emergencies Guideline

Dear Emergency Management Colleagues,

Please be advised that following a comprehensive review, the SEMC has approved publication of the revised [Traffic Management During Emergencies Guidelines \(the Guidelines\)](#). The Guidelines, effective 10 August 2022, are now available on the SEMC website. This includes updated word versions of the [Traffic Management Checklists and Templates](#) and revised [Traffic Management Aide Memoire](#).

**Key changes to the Guidelines include:**

- Revision of the Glossary to reflect current and contemporary terminology.
- Vehicle Control Point information reflects current practice including additional definitions.
- Full and Partial Road Closure definitions provided in more detail.
- Information about Reopening Roads updated to reflect contemporary knowledge.
- The previous Annexures A: State Road Network; Annexure B: Traffic Planning within the IMT; Annexure C: Risk Assessment Considerations; Annexure D: Vehicle Control Point diagram; Annexure E: Lane Control; and Annexure F: Sample Traffic Management Plan have been removed and replaced with new or amended versions to reflect current traffic management practices (as outlined below).
- New appendices have been developed including Appendix A: Traffic Management Plan Template; Appendix B: Road Opening Assessment; Appendix C: Road Opening Checklist; Appendix D: Traffic Management Aide Memoire and checklist; and Appendix E: Vehicle Control Point Operators Checklist to incorporate current traffic management practices and provide additional tools for traffic management.

Full details of amendments to the Guidelines and consequential amendments to the State EM Policy section 5.8 and State EM Plan section 5.3.3 are provided on the amendments page on the [SEMC website](#).

This email was sent to executive officers of SEMC subcommittees/Reference Groups, DEMAs, HMAs, and agencies responsible for State Hazard Plans/State Support Plans.

Please inform your stakeholders as appropriate, with consideration for advising personnel who are required to use the Traffic Management Checklist and Templates.

For any queries, please email [semc.policylegislation@dfes.wa.gov.au](mailto:semc.policylegislation@dfes.wa.gov.au)

**Carla Patterson | A/Senior Policy Officer**

State Emergency Management Policy Branch

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[network/SY4PR01MB6830A967983D15A1D4F35689846B9%40SY4PR01MB6830.ausprd01.prod.outlook.com](https://groups.google.com/d/msgid/local-government-emergency-management-network/SY4PR01MB6830A967983D15A1D4F35689846B9%40SY4PR01MB6830.ausprd01.prod.outlook.com).

## Anrie Van Zyl

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**From:** local-government-emergency-management-network@googlegroups.com on behalf of Susie Moir <SMoir@walga.asn.au>  
**Sent:** Wednesday, 17 August 2022 3:03 PM  
**To:** local-government-emergency-management-network@googlegroups.com  
**Subject:** FW: Amendments to State Emergency Management Documents - August 2022

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**From:** SEMC Policy and Legislation <semc.policylegislation@dfes.wa.gov.au>  
**Sent:** Tuesday, 16 August 2022 2:48 PM  
**To:** SEMC Policy and Legislation <semc.policylegislation@dfes.wa.gov.au>  
**Subject:** Amendments to State Emergency Management Documents - August 2022

Dear Emergency Management Colleagues,

Please be advised that the SEMC has approved amendments to the suite of State Emergency Management Documents as outlined below and available on the [SEMC website](#).

- The [WA Community Evacuation in Emergencies Guideline](#) redesign and statement of fact amendments has now been completed (effective 10 August 2022). This also includes statement of fact amendments to word versions of Appendix B (Emergency Evacuation Planning Template) and Appendix C (Operational Evacuation Plan Template), which are available to download on the [SEMC website](#).
- Statement of fact amendments were made to the [State Support Plan – Emergency Public Information](#) to add St John Ambulance to the response responsibilities for this Plan (effective 3 May 2022).

This email was sent to executive officers of SEMC subcommittees/Reference Groups, DEMAs, HMAs, and agencies responsible for State Hazard Plans/State Support Plans.

Please inform your stakeholders as appropriate.

For any queries, please email [semc.policylegislation@dfes.wa.gov.au](mailto:semc.policylegislation@dfes.wa.gov.au)

**Carla Patterson | A/Senior Policy Officer**

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## Anrie Van Zyl

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**From:** local-government-emergency-management-network@googlegroups.com on behalf of Susie Moir <SMoir@walga.asn.au>  
**Sent:** Tuesday, 16 August 2022 2:28 PM  
**To:** local-government-emergency-management-network@googlegroups.com  
**Subject:** FW: Amendments to State Emergency Management Documents - Revocation of the All-Hazards Evacuation Flagging Guideline

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**From:** SEMC Policy and Legislation <semc.policylegislation@dfes.wa.gov.au>  
**Sent:** Tuesday, 16 August 2022 2:26 PM  
**To:** SEMC Policy and Legislation <semc.policylegislation@dfes.wa.gov.au>  
**Subject:** Amendments to State Emergency Management Documents - Revocation of the All-Hazards Evacuation Flagging Guideline

Dear Emergency Management Colleagues,

The All-Hazards Evacuation Flagging Guideline was reviewed following feedback from emergency management stakeholders. The consultation process identified that the use of green bags in evacuation flagging is not commonly used, and is not considered contemporary practice in Western Australia.

Please be advised that following consultation, the SEMC has approved:

- the revocation and removal of All-Hazards Evacuation Flagging Guideline from the suite of State EM documents.
- removal of Evacuation Flagging from State EM Plan section 5.3.2.

The State EM Plan section 5.3.2 and the WA Community Evacuation in Emergencies Guidelines are available to assist agencies in planning for and conducting community evacuation for all hazards.

Details of amendments to the State EM Plan are available on the [SEMC website](#).

This email was sent to executive officers of SEMC subcommittees/Reference Groups, DEMAs, HMAs, and agencies responsible for State Hazard Plans/State Support Plans.

Please inform your stakeholders as appropriate.

For any queries, please email [semc.policylegislation@dfes.wa.gov.au](mailto:semc.policylegislation@dfes.wa.gov.au)

**Carla Patterson | A/Senior Policy Officer**

State Emergency Management Policy Branch

Department of Fire & Emergency Services | 20 Stockton Bend, Cockburn Central WA 6164

E [carla.patterson@dfes.wa.gov.au](mailto:carla.patterson@dfes.wa.gov.au) W [www.semc.wa.gov.au](http://www.semc.wa.gov.au) T 08 9395 9714

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You received this message because you are subscribed to the Google Groups "Local Government Emergency Management Network" group.

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To view this discussion on the web visit <https://groups.google.com/d/msgid/local-government-emergency->

[management-network/SY4PR01MB68301B15E541FAB8F489A91F846B9%40SY4PR01MB6830.ausprd01.prod.outlook.com](mailto:management-network/SY4PR01MB68301B15E541FAB8F489A91F846B9%40SY4PR01MB6830.ausprd01.prod.outlook.com).

## Anrie Van Zyl

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**From:** NAYAR Nikki <Nikki.Nayar@dfes.wa.gov.au>  
**Sent:** Monday, 15 August 2022 12:39 PM  
**Cc:** BOWEN Mark  
**Subject:** IBF230 - VEHICLE IDENTIFIER STICKERS FOR USE AT BUSHIFRE INCIDENTS  
**Attachments:** Vehicle-Identifier-Fire-Response-Application.pdf; Vehicle-Identifier-Sticker-Register (2).docx; Guidelines-for-Operating-Private-Equipment-at-Fires.pdf; DFES-Operational-Printed-Items-and-T-Card-Order-Form.docx; BFS-Operational-Printed-Items-and-T-Card-Catalogue July 2022 Final for LG (003).pdf

Dear CEO

In regional Western Australia, bushfire response is often supplemented by local farmers and landowners in private vehicles who may not be members of an established fire brigade. In order to provide timely identification of private vehicles and persons that are suitable for access on the incident ground, DFES recommends the use of Vehicle Identifier stickers.

Local Governments are responsible to order, keep a register and issue vehicle identifiers to local personnel and Bush Fire Brigade members who may need to enter an incident area to provide support to the operation. The Local Government's knowledge regarding the background and skills of the person applying for a vehicle identifier makes them the most appropriate to assess and issue the identifier stickers.

It is important for users of these stickers to be aware of the Guidelines for Operating Private Equipment at Fires, and it is mandatory that these guidelines are followed when any private vehicles enter an incident ground. This document is attached and available from the [dfes.wa.gov.au](http://dfes.wa.gov.au) website.

The current stickers (blue) will expire on 30 September 2022 so orders will need to be placed for the new stickers (purple) valid from 1 October 2022 to 30 September 2024. The costs associated with the purchase of the stickers can be allocated to line item 7 "Other Goods and Services – Consumables and Sundries" within the Local Government Grant Scheme. The Order form which can be sent to Quality Press via the email address on the form and associated documents are attached to this email for your reference and use.

Should you require any further information in relation to this process please do not hesitate to contact your local DFES Regional Office.

Yours sincerely

JON BROOMHALL AFSM  
ACTING DEPUTY COMMISSIONER OPERATIONS



Our Ref: D24210;22/153667  
Your Ref:

West Australian Local Government Association  
1/170 Railway Parade  
WEST LEEDERVILLE  
WA 6007

Dear Nick Sloan,

## **AUSTRALIAN FIRE DANGER RATING SYSTEM – COMING 1 SEPTEMBER 2022**

I am writing to advise you of the upcoming launch of the new Australian Fire Danger Rating System (AFDRS) on Thursday 1 September 2022. The AFDRS replaces the current Fire Danger Rating system that was introduced in the 1960s. The new system uses improved data, science and technology that significantly improves our ability to predict fire behaviour and reflects findings from extensive social research recommending a simplified, nationally consistent system.

The AFDRS has been developed collaboratively over several years by each state, territory, and the Commonwealth Government. The new national system aims to improve public safety, reduce the impacts of bushfires and better support the community with nationally consistent ratings and messaging. By implementing a national system, wherever people are in Australia they will see and access consistent fire danger advice, maximising their ability to understand and appropriately respond to conditions.

The AFDRS has four rating levels. The rating names and key messages are:

**Moderate:** Plan and prepare.

**High:** Be ready to act.

**Extreme:** Take action now to protect your life and property.

**Catastrophic:** For your survival, leave bushfire risk areas.

Fire Danger Ratings (FDR) will be issued daily, with 'no rating' issued when conditions present minimal fire risk. Each rating will have a set of supporting and localised messages to clearly explain what community response is required at each level. The way that FDR are displayed remains similar to the current system based on social research outcomes, previous signage and desired levels of contrast. The design retains the iconic 'watermelon' shape and the colours reflect the increasing fire danger. 'No rating' is represented by a thin white strip on the left-hand side under 'Moderate'.

The Fire Danger Rating for an area will be determined using the new Fire Behaviour Index (FBI) as a key input. The FBI is a scale of fire danger (0 - 100+) that uses the latest in fire science to produce outputs across eight vegetation types (compared to the

current two types). It will support decisions about fire preparedness, planned burning and bushfire suppression. Graphics of the new FDR and FBI thresholds can be found in the Appendix below.

As Fire Danger Ratings are currently used as a trigger for certain agricultural and industry practices under the *Bush Fires Act 1954* and *Bush Fires Regulations 1954*, amendments are being made to ensure regulated activities are aligned to the new system. It is expected that these changes will be in place by 1 September 2022. Once enacted the updated legislation can be accessed at [www.legislation.wa.gov.au](http://www.legislation.wa.gov.au).

In addition to new ratings, Western Australia will also have new Fire Weather Districts. Through extensive research, analysis and consultation, existing districts have been amended to improve the communication of FDRs. To see if you are located in a revised district, visit our online [interactive map viewer](#). Please note this is only a temporary site and from 1 September 2022 you will be able to access this information from Emergency WA or the Bureau of Meteorology (BoM) website.

Online AFDRS training products are currently in circulation to upskill stakeholders who undertake activities informed by fire danger considerations. A 30-minute AFDRS introduction training package is available to interested stakeholders via the [AFAC Learning Management System](#). An intermediate module for fire and land management agency staff and bushfire practitioners is also available relating to the application of the AFDRS and available products including the Fire Danger Viewer, Fuel State Editor and BoM products.

Roadside Fire Danger Rating signs have been a long-standing public-facing tool to communicate daily FDRs and are well recognised across Australia, however they are only one method of communicating fire danger to the community. The current network of analogue and digital roadside FDR signs in Western Australia, managed and maintained by local governments, will be replaced as part of the AFDRS implementation.

DFES has secured funding from the Commonwealth Government to coordinate the procurement of replacement analogue and digital signage for local governments. Due to national demand and delays in procurement, AFDRS signage will not be installed prior to 1 September 2022. DFES is aiming for signage to be allocated by late 2022. In the interim, DFES has asked local governments to commence removing analogue signs, covering digital signs and utilising other methods of communicating fire danger and community action required.

Public information sources including Emergency WA and the BoM website have been updated to display the new ratings and these services will be operational from 1 September. Emergency WA will include new iconography, the new Fire Weather Districts and new display features to make it clearer and easier for the community to interpret their local FDR. AFDRS information and community resources will also be available from the [DFES website](#) and [My Bushfire Plan](#).

A national awareness campaign will launch with the new system to help embed understanding of the new levels and actions. The campaign will run across television, radio, print, online, outdoor and social media. Resources will be available on the DFES

website once the campaign is underway. This will be supported by community education in the lead-up to the southern bushfire season which will be achieved in partnership with our emergency services volunteers who are a trusted source of information in local communities across the State.

Effective from 1 September 2022, the AFDRS will be in operation across Australia and the BoM will cease using the old model. I encourage your agency staff and stakeholders to visit the [DFES website](#) to learn about the new system and understand the new ratings ahead of the “Go Live” date. When the transition takes place, information sources for FDRs will remain the same and include:

- Emergency WA
- Bureau of Meteorology
- DFES, Department of Biodiversity Conservation and Attractions and local government websites

For more information, support or enquires please email [AFDRS@dfes.wa.gov.au](mailto:AFDRS@dfes.wa.gov.au) or subscribe to the [DFES AFDRS Newsletter](#).

Yours sincerely

A handwritten signature in black ink, appearing to be 'DK', with a long horizontal line extending to the right.

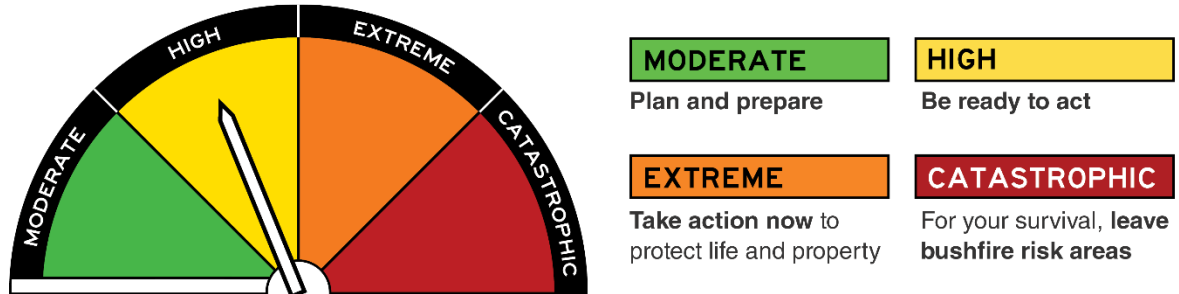
**DARREN KLEMM AFSM  
COMMISSIONER**

17 August 2022

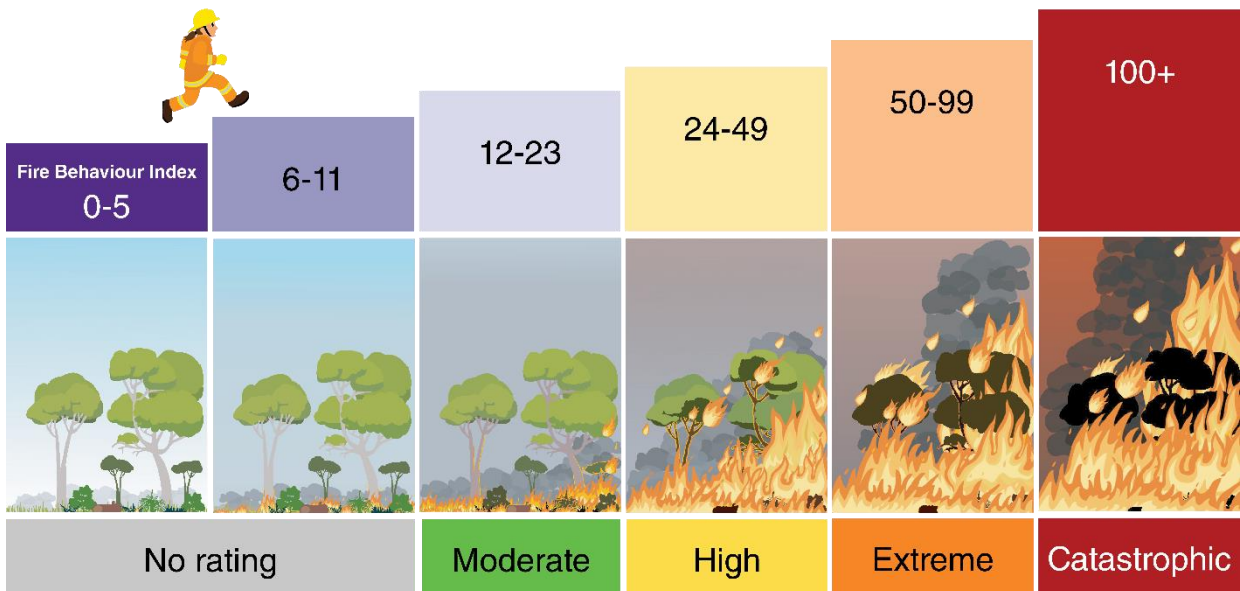
# APPENDIX

## New Fire Danger Rating Design

The new Australian Fire Danger Rating System (AFDRS) levels are:



## Fire Behaviour Index (FBI)



## 11.2 QUARTERLY REVIEW OF CORPORATE BUSINESS PLAN

<b>Location:</b>	N/A
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	14 November 2022
<b>Business Unit:</b>	Strategy and Governance
<b>Author:</b>	Anita Finn - Executive Assistant
<b>Responsible Officer:</b>	Cherie Delmage - Deputy Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil

### ATTACHMENTS

- Quarterly Corporate Business Plan Review for 1st Quarter 2022/2023.

### PURPOSE OF THE REPORT

For Council to note the Quarterly Corporate Business Plan (CBP) Review for the quarter ending 30 September 2022 (i.e. the progress of the actions/projects in the existing CBP) and to adopt any amendments to the existing CBP.

### BACKGROUND

Council adopted its Integrated Strategic Plan (Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025) in July 2021. Regulation 19DA(4) of the *Local Government (Administration) Regulations 1996* requires a local government to review its current Corporate Business Plan each year. Regulation 19C(4) requires a local government to review its Strategic Community Plan at least once every four years.

### COMMENTS

The attached report confirms that the Shire is on track to meet its Integrated Planning and Reporting (IP&R) commitments and satisfies Regulations 19C and 19DA of the Local Government (Administration) Regulations 1996.

### CONSULTATION

Nil

### LEGAL AND STATUTORY REQUIREMENTS

LG Act 1995 s5.56:

#### **5.56. Planning for the future**

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*



Local Government (Administration) Regulations 1996:

**19C. Strategic community plans, requirements for (Act s. 5.56)**

- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*

**19DA. Corporate business plans, requirements for (Act s. 5.56)**

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
- (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and*
  - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*
- \*Absolute majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Strategic Community Plan 2021-2031

Community Priority: Forward planning and implementation of relevant plans to achieve strategic priorities

Actions: Deliver the scheduled reviews of the Shire Integrated Planning Framework

**STRATEGIC RISK MANAGEMENT CONSIDERATIONS:**

<b>Strategic Risk Category</b>	Ineffective Leadership
<b>Consequence Rating</b>	Minor
<b>Likelihood Rating</b>	Unlikely
<b>Control Rating</b>	Effective
<b>Risk Acceptance Criteria</b>	Acceptable

**IMPACT ON CAPACITY**

Nil

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

Nil

**CONCLUSION**

The new reporting tool is a relatively simple way to report to Council on the progress of the CBP actions. The adoption of the updated CBP reinforces Council's commitment to meaningful strategic planning and provides a sound basis for continual improvement within the Shire.

**VOTING REQUIREMENTS**

Absolute majority

**COUNCIL RESOLUTION**

**Moved: Cr R O'Meehan**

**Seconded: Cr M Creagh**

**1122.137 That Council:**

- 1. Notes the actions in the attached Quarterly Corporate Business Plan (CBP) Review for the quarter ending 30 September 2022;**
- 2. Notes that no amendments were made to the existing CBP for the quarter ending 30 September 2022; and**
- 3. Directs the CEO to publish the attached report on the Shire's web page.**

**CARRIED BY ABSOLUTE MAJORITY: 7/0**

# CORPORATE BUSINESS PLAN – QUARTERLY UPDATE Q1 2022-23

STATUS TRAFFIC LIGHT	Not Commenced	In Progress	Completed
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## 1 Our Community

Community Priority	Actions	21	22	23	24	Resp.	Status	Quarterly Update
		22	23	24	25			
1.1 Identify and deliver opportunities for young people across the Shire	1.1.1 Engage with young people to determine programs and support that provide employment and activities for young people	Ongoing				CDC		The establishment of a high quality skatepark in Gnowangerup is under consideration & to date, the location owned by GNP360 on the corner of Aylmore Street up to the laneway has been identified as the preferred site. Quotes for concept plans have been sourced but further community consultation is needed along with a determination by Council on how they want to proceed.
1.2 Facilitate and advocate for the provision of quality health services, health facilities and programs	1.2.1 Advocate for and support mental health and social support services with a focus on vulnerable families	Ongoing				CDC		Mental Health Policy to be considered; Mental Health Section on Shire website; Promotion of R U Ok Day and Mental Health Week; The Shire is an active partner of Act/Belong/Commit; the Shire have joined the LiveLighter Program and promote this on social media.
	1.2.2 Improve access and inclusion for disabled people by delivering the actions detailed in the Shire Disability Access and Inclusion Plan	Ongoing				CDC		The Disability Access and Inclusion Plan (DAIP) has been reviewed in accordance with legislation.
1.3 Strengthen the sense of place, culture and belonging through inclusive community partnerships	1.3.1 Partner with local community and business groups to strengthen the relationship and communication between our three communities	Ongoing				CDC		The CEO meets with members of the community at the Yongernow Malleefowl Centre (Ongerup CRC) once a week and the Borden community at the Borden Pavilion once a month.

	1.3.2 Partner with local Noongars to record their history, build trust and to identify opportunities for engagement and employment	Ongoing							CDC	Consultation with the local Noongar community has occurred regarding information relevant to the Gnowangerup Springs to develop story boards and trails interpretations. This consultation is ongoing.
1.4 Support local volunteer organisations through initiatives that reduce volunteer fatigue and strengthen their resilience	1.4.1 Partner with community groups to support and deliver community events and workshops	Ongoing							CDC	The Shire provides the opportunity for all eligible community groups to apply for an Annual Community Grant which are then considered based on the Grant criteria with the final decision made as part of the annual budget deliberations. The Shire collaborates with the two CRCs & also facilitates emergency services meetings & other community-based services as required.
	1.4.2 Develop a database of community resources and skills to support community development	<input checked="" type="checkbox"/>							CDC	To be developed
1.5 Support emergency services planning, risk mitigation, response and recovery	1.5.1 Work with the LEMC to continually improve emergency response planning and delivery	Ongoing							FEO	The Finance & Emergency Officer (FEO) works closely with the Shire's Community Emergency Services Manager (CESM), the Brigades & SES to ensure that training is provided to meet the needs of both volunteers and the community. Grant funding is applied for each year with the Shire committed to getting the best outcome for the Shire.

## 2 Our Economy

Community Priority	Actions	21 22	22 23	23 24	24 25	Resp.	Status	Quarterly Update
2.1 Support businesses and business growth across the Shire	2.1.1 Support local business groups to assist in business development and job growth within the Shire	Ongoing				CEO		<p>Information from Small Business Development Corporation provided directly to local businesses. Have involved business groups in the Housing and Accommodation Working Group Meeting and organised a follow up meeting with the Shire's Planner.</p> <p>Tenders to be prepared for 2 x 1 chalets at the Gnowangerup Caravan Park (partly funded by LRCIP Phase 3). This will provide much needed short-term accommodation for visiting consultants, tradespersons for both the Shire &amp; local business.</p>
	2.1.2 Work with relevant state agencies to release the industrial lots in Quinn St	✓	✓			CEO		<p>CEO and Planner met with Development WA and outlined land needs for industrial and housing within the Shire.</p> <p>Application for Regional Development Assistance Program has been accepted and the project is being assessed by Development WA. This will provide additional serviced industrial and commercial land at Cuneo Close and residential at Whitehead Road Structure Plan site.</p>

2.2 Coordinated planning and promotion of our Shire to visitors and tourists	2.2.1 Partner with GS Treasures and GSCORE/Outdoors Gt Southern and local business to develop tourism opportunities	Ongoing				CDC		GS Treasures & GSCORE have met with Shire representatives on several occasions with the collaboration working well with goals being set & met based on community feedback
	2.2.2 Investigate tourism branding and promotion opportunities					CDC		Not yet commenced.
	2.2.3 Plan and deliver an extension to the Gnowangerup Heritage Trail	✓	✓			CDC		This forms part of the collaboration with Outdoors Great Southern (GSCORE) & the local Noongar community. Consultation for the Gnowangerup Springs storyboard has been completed.
	2.2.4 Investigate the opportunity of attracting a major event, festival or attraction to the Shire	✓				CDC		Investigating 'Stay on your Feet' Weekend.
2.3 Local businesses and the Shire have access to diverse skills, and appropriate services	2.3.1 Advocate for improved communications infrastructure.	Ongoing				DCEO		In progress. Superloop now operational in parts of GNP Shire.
	2.3.2 Work with relevant stakeholders to attract small business and trades to the Shire	Ongoing				CEO		The Shire is using the services of fledgling trades within the Shire and looking at changes to the Town Centre area Zone as part of the Local Planning Scheme review to see what other incentives might be offered

### 3 Our Infrastructure

Community Priority	Actions	21 22	22 23	23 24	24 25	Resp.	Status	Quarterly Update
3.1 Parks, gardens, streetscapes, recreational and social spaces are safe and encourage active and healthy lifestyles	3.1.1 Identify opportunities to improve streetscaping in all 3 towns in a manner that is consistent and reflects our heritage	✓				MW		The grant funded street scape projects in Borden and Ongerup are now complete
3.2 We prepare and maintain our assets and infrastructure for current and future community use	3.2.1 Conduct the statutory review of the Local Planning Scheme to promote community and economic development	✓	✓			TP		<p>Review Report endorsed by Council November 21</p> <p>WAPC response received in March 22 - Agree with Shire recommendation to prepare a new planning scheme and consolidated planning strategy and provide advice for new scheme/strategy. Preparation of consolidated planning strategy underway. New planning scheme will follow completion of planning strategy. This is an ongoing matter and it is expected to take approximately 12 months to complete.</p> <p>Draft Planning Strategy completed and Councillors comments have been received.</p> <p>Review of the Strategy Maps was done at the September 22 Councillor &amp; Executive Workshop.</p>
	3.2.2 Develop and implement a comprehensive Asset Management framework to ensure a strategic approach to infrastructure planning, maintenance, and enhancement	✓	✓			DCEO		<p>New Asset Management Plans adopted by Council in July 2021.</p> <p>Asset Managements requires annual review.</p>

## 4 Our Natural Environment

Community Priority	Actions	21 22	22 23	23 24	24 25	Resp.	Status	Quarterly Update
4.1 A high standard of environmental health and waste services	4.1.1. Investigate opportunities to improve shire waste services and facilities	✓	✓			AWMC		Ongoing monitoring of new options. Major changes in operations may be required due to legislative changes.
	4.1.2 Develop and adopt a compliant Public Health Plan and progressively deliver agreed actions	✓				DCEO		Public Health Plan adopted March 2022.
4.2 Conservation of our natural environment	4.2.1 Partner with relevant agencies and local stakeholders such as the NSPNR to preserve and/or enhance the natural environment	Ongoing				CEO		Contiguous Local Authorities Group now established to gain access to funding from the State for training and materials for mosquito control program. NSPNR are proposed to be the agency which carries out the works for the Shire.
	4.2.2 Deliver water conservation projects for the Drought Communities Relief program	✓	✓			CEO		All Drought Communities Water projects complete



## 5 Our Organisation

Community Priority	Actions	21 22	22 23	23 24	24 25	Resp.	Status	Quarterly Update
5.1 Investment in the skills and capabilities of our staff and leaders	Continue representation on relevant Boards, Committees and working groups to influence positive local and regional outcomes	Ongoing				CEO		Regular meetings with VROC, Zone, GSDC, Katanning Hospital, LG Professionals to influence positive outcomes for the Shire
	Organise professional development opportunities and mentoring support to develop the capability of staff and Councillors					CEO		Training provided for Rates, EFT, Transport, Records, Finance, WHS and Emergency Management in the last quarter
5.2 Shire communication is consistent, engaging, and inclusive	Develop and implement a simple Engagement Toolkit to assist with community engagement	✓				CDC		Toolkit Developed.
5.3 Forward planning and implementation of relevant plans to achieve strategic priorities	Deliver the scheduled reviews of the Shire Integrated Planning Framework	✓	✓	✓	✓	DCEO		Updated Strategic Community Plan and Corporate Business Plan completed and adopted August 2021. Requires annual review.
	Review and update statutory requirements such as local laws and record keeping plan	Ongoing				DCEO		Medical Centre Records Risk Assessment completed in 2021/2022. Regular review of systems to occur.
	Conduct a review of the ITC Strategy and integrate with the Business Continuity Plan	✓				DCEO		Process has commenced but finalisation of review has been pushed out to 2022/2023.

<b>11.3</b>	<b>DISPOSAL OF PROPERTY AND MOWER PURCHASE</b>
<b>Location:</b>	Gnowangerup
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	2 November 2022
<b>Business Unit:</b>	Infrastructure
<b>Officer:</b>	Geoff Carberry - Asset & Waste Management Coordinator
<b>Disclosure of Interest:</b>	Nil

#### ATTACHMENTS

- Quote – T-Quip
- Quote – AFGRI

#### PURPOSE OF THE REPORT

To seek approval from Council to dispose of P4115 2009 Husqvarna LZ6127 Ride on Mower, which is surplus to requirements and to approve additional funds for the purchase of a new mower in accordance with the plant replacement program.

#### BACKGROUND

The Shire's Plant Replacement Program shows the following:

2022/2023 Plant No. P4021 - 2013 John Deere 997 Ride on Mower

2028/2029 Plant No. P4115 - 2009 Husqvarna LZ6127 Ride on Mower

Although the Husqvarna is not yet due for replacement, the Shire's mechanic has raised concerns about the medium-term viability of keeping the Husqvarna due to early indications of engine wear and possible bearing failure.

When the two Husqvarna LZ6217 mowers were originally purchased, they had a lower cutting height than the John Deere Mowers available at the time which made the Husqvarna better suited to the mowing of the ovals.

The new John Deere mowers now match that cutting height.

Two new John Deere Z997Rs purchased in 2021/2022 have proven to be reliable and fit for purpose.

#### COMMENTS

An assessment of mower needs has indicated that one mower is required at Ongerup/Borden and two mowers are required at Gnowangerup.

With the 2022/2023 budgeted replacement of P4021 John Deere 997 Mower being replaced with the preferred John Deere Z997R, the Husqvarna LZ6217 will become surplus to requirements and can be included as an additional trade in towards the cost of a new mower.

Two quotes were obtained. The quote obtained from Afgri was for a new John Deere Z997R inclusive of the trade in value for the existing one John Deere and two Husqvarna mowers.

**Gnowangerup Shire – A progressive, inclusive and prosperous community built on opportunity**

Whilst the trade in prices were within expectations, the purchase price of the preferred and recommended new mower is higher than budget by \$14,828.

Staff also sourced a quote from T-Quip for a Torro Z Master 7500D mower for comparison but would not provide trade in prices at the time of writing this report so we have used trade in values as provided by AFGRI.

Quote 1 – T-Quip

Details	Budget \$ GST Exc	Actual \$ GST Exc	Variance
Trade – Husqvarna	0	2,662	2,662
Trade – John Deere 997	5,000	5,666	666
Purchase – Toro Z Master 7500D	28,000	37,000	9,000
<b>Total</b>	<b>23,000</b>	<b>28,672</b>	<b>5,672</b>

Quote 2 – AFGRI

Details	Budget \$ GST Exc	Actual \$ GST Exc	Variance
Trade – Husqvarna	0	2,662	2,662
Trade – John Deere 997	5,000	5,666	666
Purchase – John Deere Z997R	28,000	42,828	14,828
<b>Total</b>	<b>23,000</b>	<b>34,500</b>	<b>11,500</b>

Even with the Regional Price Preference/Local Purchasing variation allowance of up to 10%, the quote from AFGRI is still relatively higher than the quote from T-Quip.

The John Deere Mower is available immediately, but the Toro Z Mower has a wait time of between 8-12 months.

CONSULTATION

Consultation has occurred with the Shire Mechanic, Manager of Works and both Ongerup and Gnowangerup based parks and gardens staff.

LEGAL AND STATUTORY REQUIREMENTS

**Local Government Regulations**

*30. Dispositions of property excluded from Act s. 3.58*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The approved 2022/2023 budget shows an allocation of \$28,000 for the purchase of the new mower and an expected income of \$5000 for the trade in mower.

Trading an additional mower will reduce the higher than budgeted purchase but overall, there will still be a budget shortfall that will need to be funded from the Plant Reserve that had a balance as of 1 July of \$733,999 with nothing being drawn from the reserve to date.

Staff consider that long term costs will show a benefit as the Shire will now only need to maintain and plan for the replacement of three mowers rather than the current number of four.

**STRATEGIC IMPLICATIONS**

Nil

**STRATEGIC RISK MANAGEMENT CONSIDERATIONS**

Nil

**IMPACT ON CAPACITY**

Nil. Additional mower that is proposed to be traded is considered surplus to requirements.

**CONCLUSION**

Staff have determined that the trading of two existing mowers for the purchase of one new mower does reduce the need for keeping more than one set of spare parts on hand but acknowledge that the cost to the organisation needs to be taken into consideration when comparing machines of equal performance.

**VOTING REQUIREMENTS**

Absolute majority

**COUNCIL RESOLUTION**

**Moved: Cr G Stewart**

**Seconded: Cr R Kiddle**

**1122.138 That Council**

- 1. Accepts the quote as presented by AFGRI Equipment;**
- 2. Approves the unbudgeted disposal of Plant No. P4115 - 2009 Husqvarna LZ6127 Ride on Mower with the proceeds being used towards the purchase of the new mower;**
- 3. Approves the purchase of a John Deere Z997R mower at a cost of \$42,828 ex GST less trade in values of \$8,328 ex GST; and**
- 4. Approves an additional transfer of \$11,500 from the Plant Reserve to fund the purchase.**

**CARRIED BY ABSOLUTE MAJORITY: 7/0**



36 Abernethy Road  
 Belmont WA 6104  
 Ph: 08 9478 7000  
 Fax: 08 9478 6667  
 ABN: 87 009 106 138

Quote #220654

8 November 2022

Geoff Carberry  
 Asset & Waste Management Coordinator  
 Shire Of Gnowangerup  
 28 Yougenup Rd  
 GNOWANGERUP WA 6335

## Re: Toro Z Master 7500D 25HP 72" Rear Discharge

Dear Geoff,

Further to our discussion which established the suitability of the Toro Z Master 7500D 25HP 72" Rear Discharge to meet your requirements, it is with pleasure that we provide the following quotation for your consideration.

### Quote:

Qty	Code	Description	Price
1	72029	Toro Z Master 7500D 25HP 72" Rear Discharge	
1	rb112y	Roadvision Low profile beacon	
1	license	Licensing to Shires Bulk Code Included	
1	Engine	Engine 25 hp* 1267cc Yanmar® Diesel	
1	Deck Design	7-Gauge TURBO FORCE® w/ Bull-Nose Bumper	
1	Horizon Technology	Choose the right operating mode for mowing conditions, saving fuel costs while maintaining top-level performance with our Horizon™ Technology.	
1	Warranty	5 Year 2000 Hour Limited Warranty (No Hour Limit first 2 years)**	
1	Service Intervals	Save on maintenance with extended service intervals	
1	Operator Comfort	The floor pan and deluxe suspension seat are iso-mounted to reduce vibration.	
1	Delivery	Delivery & Safety Induction Included	
			Ex GST
			\$39,010.00
			Discount
			-\$2,010.00
			Total Ex GST
			\$37,000.00
			GST
			\$3,700.00
			Total Inc GST
			\$40,700.00

### Optional Extras:

Qty	Code	Description	Ex GST	Inc GST
			Total Optional Extras Inc GST:	

### Indicative Lease Costs (optional extras not included):

Purchase Price	Lease Fee	Deposit	Balloon	Amount Financed

Prepared For SHIRE OF GNOWANGERUP  
*Goff Country*  
 28 YOUNGENUP RD  
 GNOWANGERUP, WA  
 6335  
 Mobile Phone: 0439-791-925

Prepared By Victor WELLSTEAD  
 10 Youngenup Road  
 Gnowangerup, WA 6335  
 Phone: 0898271207  
 vwellstead@afgri.com.au

Quote ID 593713  
 Created On 28-Oct-2022  
 Expiration Date 04-Nov-2022

### Quote Summary

(Pricing Displayed Includes 10.00% GST except where stated)

<b>Equipment Summary</b>	<b>Suggested List</b>	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
New 2022 JOHN DEERE Z997R DIESEL NA 091QTC-1TCZ997RHMD080186	47,110.80	47,110.80	1	47,110.80

<b>Equipment Total</b>	<b>\$47,110.80</b>
<b>GST</b>	<b>\$4,282.80</b>
<b>Equipment Total (Exc GST)</b>	<b>\$42,828.00</b>

<b>Trade In Summary</b>	<b>Each</b>	<b>Qty</b>	<b>Extended</b>
2015 Husqvarna lz6127	\$2,927.68	1	\$2,927.68
Pay-out			0.00
Equity in Trade (Inc GST)			\$2,927.68
John Deere 997	\$6,233.12	1	\$6,233.12
Pay-out			0.00
Equity in Trade (Inc GST)			\$6,233.12
Total for Trades			\$9,160.80
Total Pay-out			\$0.00
<b>Trade in Total</b>			<b>\$9,160.80</b>

<b>Quote Summary</b>	
Equipment Less Trade/s	\$37,950.00
GST	\$3,450.00
Plus Trade Payout	\$0.00
Less Rental Applied	\$0.00
<b>Balance Due</b>	<b>\$37,950.00</b>

\* Not applicable for GST

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

<b>11.4</b>	<b>REQUEST FOR TENDER 2023-5 TIP TRUCKS APPROVAL</b>
<b>Location:</b>	Gnowangerup Depot
<b>Date of Report:</b>	10 November 2022
<b>Business Unit:</b>	Infrastructure
<b>Author:</b>	Geoff Carberry - Asset & Waste Management Coordinator
<b>Responsible Officer:</b>	Geoff Carberry - Asset & Waste Management Coordinator
<b>Disclosure of Interest:</b>	Nil

#### ATTACHMENTS

- RFT2023-5 – Tender submitted by UD Trucks (**Confidential**)

#### PURPOSE OF THE REPORT

To obtain Council approval to accept the submitted tender for the replacement of two tip trucks as per the 2022/2023 Plant Replacement Program.

#### BACKGROUND

The Shire's 2022/2023 Plant Replacement Program allows for the purchase of two new tip trucks at a budgeted purchase cost of \$315,000 each with the two plant items below budgeted for as disposal/trade at a value of \$55,000 each.

Plant No. P2056 - 2013 Iveco Stralis AD500 – GN.0014

Plant No. P2081 - 2013 Iveco Stralis AD500 – GN.0044

Request for Tender RFT2023-5 was advertised using the WALGA EQuotes system with the request being sent to fleet suppliers on the WALGA Preferred Supplier Panel.

RFT2023-5 provided for two options for quotation being either Cab/Chassis or Cab/Chassis with two-way tipping bowl.

#### COMMENTS

At the close of the Tender period, some suppliers did not provide a response, six suppliers declined, and one compliant Tender was received.

One tender was received by email after the closing date and is therefore invalid.

The compliant Tender received prior to close was from UD Trucks who are a division of Volvo Group Australia.

At the time of providing the RFT, UD Trucks did not have an interest in providing a trade in on the Shire's existing Iveco Tip Trucks. It is proposed that if Council endorses the Officer's Recommendation, the best way to dispose of the Shire's two current Iveco trucks will be reviewed.

#### Option 1 – \$264,513 GST Exclusive Per Unit

UD GW26 460 6x4 complete with 2 Way Tipper Body from TL Engineering

Option 2 – \$261,513 GST Exclusive Per Unit

UD GW26 460 6x4 Cab/Chassis

The offered units fully comply with the required specification in the tender request.

The Supplier has indicated that one unit may be available for immediate delivery but delivery date for the second unit is scheduled as August 2023. This falls outside of the current financial year and will require a budget carryover.

Staff have liaised with other suppliers and almost all have indicated an 8 to 12 months delay minimum with some suppliers indicating delays of up to two years.

CONSULTATION

Consultation has occurred with the Shire Mechanic, Manager of Works, Leading Hand Construction and Leading Hand Drainage.

LEGAL AND STATUTORY REQUIREMENTS

**Local Government Regulations**

Division 2 — Tenders for providing goods or services (s. 3.57)

POLICY IMPLICATIONS

RFT2023-5 and this report complies with the Shire's procurement policy

FINANCIAL IMPLICATIONS

The adopted budget allows for a purchase cost of \$315,000 for each new truck. If the Officer's Recommendation is endorsed, a saving of \$50,487 per unit applies.

As there is no proposal for the disposal of the two Iveco trucks, the reduction in budgeted revenue of \$55,000 per unit will need to be considered.

Once delivery dates are confirmed, the disposal of the truck/s will commence, and staff will review the market to determine the best disposal method for achieving the highest value.

STRATEGIC IMPLICATIONS

Nil. This report adheres to the Shire's adopted Plant Replacement Program.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS

Meeting the objectives of Council adopted Asset Management Plans are a recognised strategic risk management tool.

IMPACT ON CAPACITY

The new truck will bring the current fleet operational capability to a higher standard.

CONCLUSION

Staff believe the offered units for option 1 will be suitable for the intended purpose.

VOTING REQUIREMENTS

Absolute majority



**COUNCIL RESOLUTION**

**Moved: Cr R Kiddle**

**Seconded: Cr S Hmeljak**

**1122.139      That Council**

- 1. Accepts the Tender submitted by UD Trucks for RFT2023-5 Tip Trucks x Two to supply two 6 x 4 UD GW26 460 6x4 complete with 2 Way Tipper Body from TL Engineering at a cost of \$264,513 GST exclusive, per unit.**
- 2. Considers the carryover of funds as part of the budget deliberations for the 2023/2024 Draft Annual Budget should delivery not occur in the 2022/2023 financial year.**
- 3. Directs the CEO to provide a further report to the Council once confirmation regarding the delivery of the vehicles has been made so a decision regarding the best method of disposal of the existing vehicles can be determined.**

**CARRIED BY ABSOLUTE MAJORITY: 7/0**


**\* OPTION 1 \***

In accordance with *Local Government (Functions & General Regulations)* clause 14 (4) (d) the Shire of Gnowangerup will not be submitting a price for any part of this quote.

**11) PRICING DELIVERY SCHEDULE  
ALL PRICES TO INCLUDE GST**

TOTAL PRICE OFFERED PER UNIT \$ 264,513 Ex GST.  
DELIVERY DATE OFFERED Approx. August 2023 Delivery.

I hereby state that I have authority to offer the above price on behalf of the supplier

Signed	Name	Position	Date
<u></u>	<u>Trent Harris.</u>	<u>UD Sales.</u>	<u>31/10/22.</u>

Signed	Name	Position	Date
<u> </u>	<u> </u>	<u> </u>	<u> </u>

Confidential

OPTION 2 - Minus E-Stop and Hydraulics to rear


In accordance with Local Government (Functions & General Regulations) clause 14 (4) (d) the Shire of Gnowangerup will not be submitting a price for any part of this quote.

**11) PRICING DELIVERY SCHEDULE  
ALL PRICES TO INCLUDE GST**

**TOTAL PRICE OFFERED PER UNIT \$** 261,513 Ex GST

**DELIVERY DATE OFFERED** Approx. August 2023 Delivery.

I hereby state that I have authority to offer the above price on behalf of the supplier

Signed	Name	Position	Date
	<u>Trent Harris.</u>	<u>VO Sales.</u>	<u>31/10/22.</u>

Signed	Name	Position	Date
<hr/>	<hr/>	<hr/>	<hr/>

Confidential



Date 28/10/2022  
Quote No. HTr2022000403  
Version 1  
Alternative. 1

GW 26 460 (11 litre) 6x4 Leaf Suspension.  
(4285mm wheelbase)  
RFT 2023-5



Quote For  
Shire of Gnowangerup

By  
Trent Harris  
Truck Centre (WA) Pty Ltd

### Going the Extra Mile

UD is a brand of Volvo Group Australia Pty Ltd  
ABN 27 000 761 259



Date 28/10/2022  
Quote No. HTr2022000403  
Version 1  
Alternative. 1

Your ref. **RFT 2023-5**

Shire of Gnowangerup  
28 Yougenup Road  
GNOWANGERUP  
WA 6335

## Quotation and Technical Specifications

To Whom it may Concern,

Truck Centre WA is pleased to provide the following quotation for your consideration. Please do not hesitate to contact me if you require any further information, or wish to modify the specification outlined.

### **1 X GW 26 460 (11 litre) 6x4 Leaf Suspension. (4285mm wheelbase)**

#### **Truck Use**

Gross Combination Weight 60.0 tonnes

#### **Core Components**

JAPAN 2025 EMISSION REGULATION FOR FCR  
460HP  
ESCOT-VI 12 Speed Automated Transmission (Overdrive)  
Single Reduction Tandem Axles  
Rear Axle Ratio 4.50

#### **Chassis**

Wheelbase 3600mm (C/L steer to C/L first drive)  
Front Parabolic Leaf Spring (stiffer than normal)  
Rear Normal Stiffness Parabolic Spring  
400 Litre LHS Rectangular Aluminium Fuel tank 620mm High  
EUROPEAN COMMUNITY, TRAILER BRAKE CONNECTION  
TAIL LAMP LED

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### **Going the Extra Mile**

UD is a brand of Volvo Group Australia Pty Ltd  
ABN 27 000 761 259



Date 28/10/2022  
Quote No. HTr2022000403  
Version 1  
Alternative. 1

### Rims and Tyres

Steer Tyre 295/80R22.5  
Bridgestone R150Z  
Steel Rims  
Drive Tyre 11R22.5  
Bridgestone M711AZ  
Steel Rims  
Bridgestone Brand  
Spare Rim/Tyre Same As Front

### Powertrain Equipment

Rear Engine PTO With Splined Shaft Groove (Female) DIN 5462  
Transmission PTO Prep Kit (dash switch & solenoid)  
LOW AIR INTAKE

### Cab Interior

Steering wheel material - standard  
Decor Accent Strip - Standard  
Belt In Seat for Driver (Standard Seat Belt for Passenger)  
Vinyl Floor Material  
Centre Console

### Cab Exterior

BACK OF CAB ACCESS, EATS  
Wiring Prep kit for Roof Warning Lamps  
Sleeper Cab  
Polar White  
With Fixed Rear Window Back of Cab  
Front Close View Mirror  
Standard Grill

### Safety Features

ACC WITH STOP AND GO  
Lane Departure Warning System  
Traffic Eye Brake (Emergency Braking) & Traffic Eye Cruise (Adaptive Cruise Control)  
LANE CHANGE SUPPORT WITH COLLISION WARNING, ONE SIDE

### Telematic Services

Telematics Gateway with 4G/LTE & WLAN  
Fuel & Environment-1 Year Prepaid  
Positioning Service-1 Year Prepaid

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### Going the Extra Mile

UD is a brand of Volvo Group Australia Pty Ltd  
ABN 27 000 761 259



Date 28/10/2022  
Quote No. HTr2022000403  
Version 1  
Alternative. 1

### Internal Workshop

PTO Programming to Suit Engine Driven PTO (2-Way Tipper Application)  
Extend Factory Electrical and Airlines to Rear of Chassis  
Window Tint  
Floor Mats - New Quon  
12 Volt Feed in Cab for Shire to Fit own 2 Way  
Seat Covers - Genuine UD Canvas - Quon  
Bullbar - Quon - Ultimate Powder Coated 4 Post with Tow Pin  
UHF Radio - Mini/Compact  
Safety Sticker Signage to Truck  
Operator Manual (Hard Copy) - Standard  
DVD Parts & Workshop Manuals  
2 x Spare Sets of Keys - Standard  
Spare Wheel Mounted RHS of Chassis Under Battery Box - Standard  
Delivery to Shire Depot

### External Workshop

#### Heavy Duty Hardox 11 Cubic Metre 2 Way Tipper – TL Engineering

**Includes** – 5mm Floor & Sides, RHS Hydraulically Operated Drop Side, 2 Way Air Operated Tailgate, Body Safety Prop, Hose Burst Valves, Underbody 2 Way Hoist, Pump to Suit UD Engine Driven PTO, Hydraulics to Rear to Suit Trailer, Heavy Duty Ring Feeder To Rear of Chassis, 1kg Fire Extinguisher inside Cab, E-Stop to Outside Of Cab, Reverse Alarm, Narva LED Beacon to Ski Bar On Cab, Lockable Battery Isolator

**Note: Due to the lead time of the cab chassis, suppliers pricing is subject to change and confirmation of any price change will be confirmed prior to commencement of build.**

Vehicle Price Ex-GST:	\$ 264,513.00
GST:	\$ 26,451.00
Vehicle Price Incl. GST:	\$ 290,964.00
Stamp Duty: 3% <b>*Local Government Stamp Duty Exempt*</b>	
License <b>*At Customer Cost*</b>	
<b>Total Vehicle Price:</b>	<b>\$ 290,964.00</b>

**Note: Option Two – Deduct \$3,000 Ex GST to take out Hydraulics to Rear & External E-Stop**

### Going the Extra Mile

UD is a brand of Volvo Group Australia Pty Ltd  
ABN 27 000 761 259



Date 28/10/2022  
Quote No. HTr2022000403  
Version 1  
Alternative. 1

#### Delivery Date

Delivery date will be affected as near as practicable to the date required by purchaser. Where delivery is made other than at the Truck Centre WA Pty Ltd dealership the purchaser will be responsible for risk between the dealership and the delivery point.

#### Trade In Valuations

Where a trade in valuation is made, the valuation is subject to reappraisal within 30 days from the date of initial appraisal. Also please note that unless stated by the client at the time of the valuation a spare tyre, working jack and tool kit are assumed to be with the trade in and are expected to be with the trade at the time of change over. Furthermore, the trade in is valued as having a similar tyre tread as when inspected.

#### Payment

Normal terms of trade are "Cash on Delivery" by Bank cheque or "EFT" into our nominated bank account.

Where the vehicle is to have modifications and/or body fitted, full settlement to take place two weeks after being advised that the truck is ready for delivery to body builder.

#### Prime Supplier

Truck Centre WA Pty Ltd limits its responsibility as the prime supplier to the cab chassis only. This proposal is submitted on the basis that the purchaser accepts that the prime supplier of all other equipment is the selected supplier of that equipment and that claims in respect of warranty, insurance or any other matter will be directed to the supplier of such equipment.

#### FINANCE

Truck Centre's resident finance specialists have in excess of 30 years combined industry experience. Whether offering the manufacturers own finance (Mack, UD, Volvo) or bank funding our finance specialists can tailor financial services packages to suit your business/cash flow needs. Our Dealership Finance Manager Rob Munro (0416 845 740) will be in contact shortly to discuss the financial services packages available.

Yours sincerely

Trent Harris

Date: 28-10-2022

Truck Centre (WA) Pty Ltd

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#### Going the Extra Mile

UD is a brand of Volvo Group Australia Pty Ltd  
ABN 27 000 761 259





Truck Centre (WA) Pty Ltd  
76 Great Eastern Highway  
GUILDFORD WA 6935  
accountspayable@truckcentrewa.com.au

**Vehicle:** TBA  
**Salesperson:** Jim Allen  
**Email:** jallen@tleng.com.au  
**Date:** 26/10/2022

### Quote Description: GNOWANGERUP

Hi Truck Centre (WA) Pty Ltd,

Thank you for your interest in TL Engineering where we pride ourselves on customer service and proudly supporting local jobs.

This quote is based on our discussions to date and with the information you have provided. Please check the attached quote thoroughly and if you feel that changes need to be made, let us know promptly.

To proceed with your build, please respond in writing along with a suitable Purchase Order to cover the value of this quote.

Please note due to significant supplier price increases and market volatility the following terms apply to Quotes:

- Quotes are valid for 30 days.
- Upon acceptance of a Quote, we will hold pricing for up to 90 days from date of PO/acceptance.
- Where build/works do not commence within this 90 day period we reserve the right to reprice any items impacted by price increases in writing to you.

In order to provide competitive pricing and maintain the high quality of work we are known for, TL where possible have and will absorb price increases, however there may be times when we will need to pass on costs outside of our control.

If you have any questions, please let us know as soon as possible.

On behalf of all at TL Engineering, I thank you for your continued support of our 52-year old, Australian owned company.

Jim Allen  
08 9279 5466  
jallen@tleng.com.au



**TIPPER**

Build details & specifications:

Part#	Item	Qty	Unit Price	Total ex GST
	HEAVY DUTY HARDOX SIDE & REAR TIPPING 11CM TIPPER			
	-5MM HARDOX FLOOR			
	-5MM FIXED ROLLED LH SIDE			
	-5MM HARDOX & RHS HYDRAULICALLY OPERATED DROPSIDE			
	RH SIDE			
	-5MM HEADBOARD & AIR OPERATED 2 WAY TAILGATE			
	BODY SAFETY PROP			
	RECESSED STEPS IN BODY, GRAB RAILS	1.00	\$63,525.00	\$63,525.00
	HOSE BURST VALVES TO AUSTRALIAN STANDARDS			
	UNDERBODY 2 WAY HOIST KIT			
	HOT SHIFT PTO & PUMP			
	HYDRAULICS DIVERTED TO THE REAR			
	**SANDBLAST BEFORE PAINT**			
20693	Spare to Front Body Winch Type 300Kg	1.00	\$2,150.00	\$2,150.00
	FRONT OF BODY LH SIDE	1.00	\$0.00	\$0.00
<b>Sub Total ex GST</b>				\$65,675.00
<b>GST</b>				\$6,567.50
<b>Total Inc GST</b>				\$72,242.50

Confidential



**ACCESSORIES**

Build details & specifications:

Part#	Item	Qty	Unit Price	Total ex GST
15866	H/Foot Air Brakes	1.00	\$2,500.00	\$2,500.00
14814	Towhitch Ringfeeder 50mm Client to provide height measurement	1.00	\$4,250.00	\$4,250.00
14792	Fire Extinguisher 1.0Kg including Bracket >>Customer to specify mounting location	1.00	\$100.00	\$100.00
	IN CAB	1.00	\$0.00	\$0.00
<b>Sub Total ex GST</b>				\$6,850.00
<b>GST</b>				\$685.00
<b>Total Inc GST</b>				\$7,535.00

Confidential



**ELECTRICAL**

Build details & specifications:

Part#	Item	Qty	Unit Price	Total ex GST
25368	ABS Trailer Plug Euro Models	1.00	\$1,000.00	\$1,000.00
22255	LED Lights 3 in 1 with Reverse	1.00	\$580.00	\$580.00
17568	Emergency Stop Button	1.00	\$500.00	\$500.00
	OUTSIDE CAB	1.00	\$0.00	\$0.00
16457	Reverse Alarm Preco 112 12-36V	1.00	\$390.00	\$390.00
30009	GME TX4500 80 Channel UHF Radio Fitted	1.00	\$1,650.00	\$1,650.00
13608	Skibar Trucks >>ALLOY SKIBAR TO ROOF OF CAB TO ROOF OF CAB	1.00	\$795.00	\$795.00
		1.00	\$0.00	\$0.00
24435	Beacon LED 85470A Narva TO SKIBAR	2.00	\$550.00	\$1,100.00
		1.00	\$0.00	\$0.00
20752	Minespec Equipment Isolator LOCKABLE BATTERY ISOLATION LOCKABLE BATTERY ISOLATION	1.00	\$825.00	\$825.00
		1.00	\$0.00	\$0.00
<b>Sub Total ex GST</b>				\$6,840.00
<b>GST</b>				\$684.00
<b>Total Inc GST</b>				\$7,524.00

**Quote Total:**

<b>Sub Total ex GST</b>	\$79,365.00
<b>GST</b>	\$7,936.50
<b>Total inc GST</b>	\$87,301.50



## QUOTE ACCEPTANCE

If you would like to proceed with this quote, please respond in writing along with a Purchase Order to cover the value of this quote and where possible Vehicle Details including arrival eta into the TL yard.

On receipt of your purchase order we will place the details into the job system, schedule the build and be in contact when the job is complete.

Any changes to the build during the manufacturing process will cause work to stop until any variations are captured and agreed before the build will recommence.

Note that changes may incur a fee to cover additional work, cancellation and where required - a restocking fee with a supplier.

### **INCLUSIONS**

- Items listed above under GNOWANGERUP

### **EXCLUSIONS**

- After hours work
- Additional work required if the vehicle has existing modifications not disclosed to the Sales Person at time of placing order.
- Additional work required to complete the build not provided by the customer/dealer at time of order.

### **TERMS OF TRADE**

1. TL Engineering has prepared this Quote in accordance with the information provided by the customer or on its behalf. TL Engineering will not accept any liability or loss which may arise from the calculation of the quoted amounts, or for any errors or omissions.
2. TL Engineering products are warranted against defects in materials and labour for a period of 12 months from date of delivery. This warranty is in addition to merchantable quality provisions under State and Federal Law. Full details available on our website [www.tleng.com.au](http://www.tleng.com.au).
3. TL Engineering is an "Authorised Modifier" under the auspices of the Federal Government VSB 6 Code. (Authority Code # - M1WA)
4. Quote is valid for 30 days from date of quote.
5. A valid Purchase Order is required for all Trade Sales.
6. Cancellation of an order may result in surcharge depending on the stage of the build including restocking fees.
7. Note when converting a utility to a tray back the vehicle owner must present the modified vehicle to a Vehicle Licensing Centre to have the vehicle body type changed from a Utility to a Table Top.



### SPECIFICATIONS

<b>Power:</b>	GH11TC - 309 kW (420 PS) @ 1600 rpm GH11TD - 338 kW (460 PS) @ 1800 rpm
<b>Torque:</b>	GH11TC - 1900 Nm (1401 lb.ft) @ 950 rpm GH11TD - 2200 Nm (1623 lb.ft) @ 1200 rpm
<b>Transmission:</b>	ESCOT-VI automated manual transmission (AMT)
<b>Rear Suspension:</b>	Leaf spring or electronically controlled air suspension
<b>Wheelbase:</b>	Refer weights and dimensions table
<b>GVM:</b>	26,000 kg
<b>GCM:</b>	55,000 kg (420hp) 60,000 kg (460hp) *up to 65,000 kg upon application (460hp version only).

### QUON UNIQUE FEATURES

- 
**SMART FUEL EFFICIENCY AND RESPECT FOR THE ENVIRONMENT**  
 GH11 engine: fuel efficient, powerful and clean.
- 
**SMART UPTIME**  
 Quon has been designed to further optimise uptime, with superior reliability and increased maintenance intervals.
- 
**SMART SAFETY**  
 Active safety with mechanical and electronic features throughout.
- 
**SMART PRODUCTIVITY**  
 Light weight chassis helping to maximise payload.
- 
**SMART DRIVABILITY**  
 The cabin has been designed with the user's comfort in mind, with outstanding ergonomics and visibility allowing the driver to concentrate on driving.

# GENERAL SPECIFICATIONS

## SAFETY

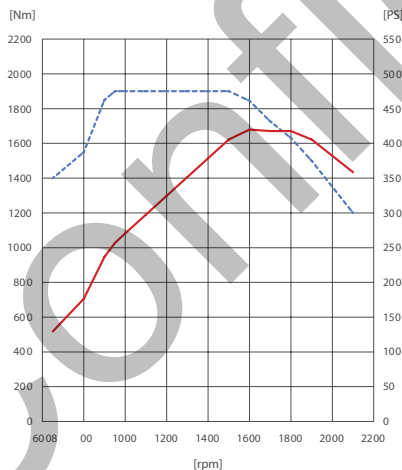
<b>Passive Safety:</b>	Highly rigid cabin Side door beams Front underrun protection system (FUPS) ECER29 cab strength rating SRS driver steering wheel airbag Driver side seat belt with pre-tensioner Steering wheel & column with impact absorption function
<b>Active Safety:</b>	Traffic Eye Brake System Traffic Eye Cruise Control LDWS (Lane Departure Warning System) Electronic Stability Control (UDSC) Automatic Hill Start Assist (HSA)
<b>Basic Safety:</b>	LED Headlamps Disc brakes Anti Locking Brake System Emergency Braking System UD Extra Engine Braking (UD EEB) Safe Brake Blending Immobiliser Two-step entry & exit

## ENGINE

<b>Model:</b>	GH11TC   GH11TD
<b>Description:</b>	6 cylinder, 4 stroke diesel engine
<b>Displacement:</b>	10,837 cc
<b>Bore x stroke:</b>	123 mm x 152 mm
<b>Compression ratio:</b>	17.5:1
<b>Max. governed engine speed:</b>	2,100 rpm

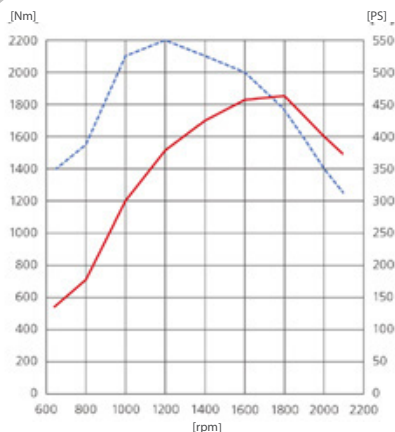
### GH11TC420PS

309KW(420PS) / 1,600rpm  
1,900Nm(193.kg•m) / 950 -1,500rpm



### GH11TD460PS

338KW(460PS) / 1,800rpm  
2,200Nm(224.3kg•m) / 1,200-1,400rpm



## FUEL AND INTAKE SYSTEM

<b>Fuel capacity:</b>	400 litres
<b>Injection type:</b>	High pressure common rail direct fuel injection system
<b>Filtration:</b>	Chassis mounted primary filter and engine mounted secondary filter

## EMISSION CONTROL

<b>Emission standard:</b>	pPNLT (equivalent to Euro 6 emission requirements)
<b>Adblue capacity:</b>	50 litres
<b>Exhaust system:</b>	RHS chassis mounted box muffler

## ELECTRICAL

<b>Power:</b>	24 volt, negative ground system
<b>Battery capacity:</b>	2 x 12 volt 165 Ah batteries
<b>Alternator:</b>	150 amp

## TRANSMISSION

<b>Make:</b>	UD Trucks																												
<b>Model:</b>	ESCOT-VI (AT02612F)																												
<b>Description:</b>	Automated manual transmission (AMT) 12 forward & 2 reverse gears																												
<b>Shift type:</b>	Electronic shifter with fully automatic or manual control																												
<b>Gear ratios:</b>	<table border="0"> <tr> <td><b>1<sup>st</sup></b></td> <td>11.73</td> <td><b>7<sup>th</sup></b></td> <td>2.70</td> </tr> <tr> <td><b>2<sup>nd</sup></b></td> <td>9.21</td> <td><b>8<sup>th</sup></b></td> <td>2.12</td> </tr> <tr> <td><b>3<sup>rd</sup></b></td> <td>7.09</td> <td><b>9<sup>th</sup></b></td> <td>1.63</td> </tr> <tr> <td><b>4<sup>th</sup></b></td> <td>5.57</td> <td><b>10<sup>th</sup></b></td> <td>1.28</td> </tr> <tr> <td><b>5<sup>th</sup></b></td> <td>4.35</td> <td><b>11<sup>th</sup></b></td> <td>1.00</td> </tr> <tr> <td><b>6<sup>th</sup></b></td> <td>3.41</td> <td><b>12<sup>th</sup></b></td> <td>0.78</td> </tr> <tr> <td><b>Rev 1</b></td> <td>13.73</td> <td><b>Rev 2</b></td> <td>10.78</td> </tr> </table>	<b>1<sup>st</sup></b>	11.73	<b>7<sup>th</sup></b>	2.70	<b>2<sup>nd</sup></b>	9.21	<b>8<sup>th</sup></b>	2.12	<b>3<sup>rd</sup></b>	7.09	<b>9<sup>th</sup></b>	1.63	<b>4<sup>th</sup></b>	5.57	<b>10<sup>th</sup></b>	1.28	<b>5<sup>th</sup></b>	4.35	<b>11<sup>th</sup></b>	1.00	<b>6<sup>th</sup></b>	3.41	<b>12<sup>th</sup></b>	0.78	<b>Rev 1</b>	13.73	<b>Rev 2</b>	10.78
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<b>PTO capacity:</b>	500 Nm @ 103% or 81% (PTR-FH6) 1000 Nm @ 115% or 90% (PTR-D)																												

## FRONT AXLE AND SUSPENSION SYSTEM

<b>Ground capacity:</b>	8,200 kg
<b>Axle type:</b>	Reverse Elliot I-Beam
<b>Suspension:</b>	Parabolic leaf spring with shock absorbers
<b>Spring dimensions:</b>	90mm x 1460mm
<b>Spring constant:</b>	347.7 N/mm
<b>Load distribution:</b>	Front axles

## REAR AXLE AND SUSPENSION SYSTEM

<b>Ground capacity:</b>	20,000 kg
<b>Axle type / model:</b>	Single reduction, hypoid gear, with cross locks
<b>Final reduction ratio:</b>	4.13, 4.50
<b>LEAF SUSPENSION:</b>	
<b>Description:</b>	Multi-leaf spring suspension, with rubber cushions
<b>Leaf dimensions:</b>	<b>75mm x 1380mm</b>
<b>AIR SUSPENSION:</b>	
<b>Description:</b>	8 air bag
<b>Shock absorbers:</b>	4 x telescopic double acting
<b>Road friendly certification number:</b>	RF2099 (air only)
<b>Control system:</b>	Electronic Controlled Air Suspension with remote control mounted in cab (ECAS4)

## BRAKES

<b>Type:</b>	Electronic braking system (EBS) with disc brakes on all axles
<b>Front/Rear:</b>	430 mm rotors / 430 mm rotors
<b>Park brakes:</b>	Hand-operated pneumatic spring park brake on drive axles
<b>Auxiliary brake:</b>	Exhaust plus engine compression type (EEB)
<b>Trailer connections:</b>	Air and electrical connections to rear of chassis

## STEERING

<b>Type:</b>	Recirculating ball and screw with hydraulic assist
<b>Steering gear ratio:</b>	24.1 - 26.8 : 1
<b>Column:</b>	Adjustable, tilt and telescopic control
<b>Steering wheel:</b>	460 mm diameter with ignition key steering lock

## WHEELS & TYRES

<b>Wheels:</b>	8.25in x 22.5in rim with 165mm offset and ISO 10 stud pattern (335mm PCD)
<b>Front tyres:</b>	295/80 R22.5 Bridgestone R150Z
<b>Rear tyres:</b>	11R 22.5 Bridgestone M711AZ
<b>Spare tyre:</b>	295/80 R22.5 Bridgestone R150Z

## FRAME

<b>Width:</b>	850 mm
<b>Side rail dimensions:</b>	300 mm x 90 mm x 8 mm
<b>Material:</b>	Rolled high tensile carbon steel
<b>Tensile strength:</b>	600MPa / max stress for frame - 80.6 MPa

## DRIVER INFORMATION & CUSTOMISABLE COLOUR DISPLAY SCREEN

<b>In Dash Warning Systems:</b>	Visual warning lamps with audible warning tones, plus written warnings displayed in full colour on the information screen
<b>In Dash Driver Information:</b>	Customisable live information includes: On board fuel coaching with economy tips, fuel & AdBlue usage, instant fuel consumption, Digital speedo, trip computer including: time, distance & distance to empty. Hour meter, coolant temp, engine oil temp, transmission oil temp, UDPC level and volt meter.

## INTERNAL CABIN

<b>Lighting:</b>	Dual ON/OFF/DOOR interior lights Interior neon cabin lamp
<b>Seating capacity:</b>	Up to three (foldable centre seat option available)
<b>Driver's seat:</b>	ISRI 6860/875 air suspended seat with integrated seat belt & adjustable arm rest. Adjustable height control & rebound damper. With split seat back adjustments for recline & head rest position. Seat base tilt, seat cushion slide, seat air dump switch. Adjustable air bladders (4) for side bolsters, upper & lower lumbar.

<b>Passenger seat/s:</b>	Assistant seat with adjustable head rest
<b>Sleeping capability:</b>	Foldable centre seat, if fitted ADR 42/04 compliant sleeper bunk with mattress and full curtains.
<b>Side windows:</b>	Power operated door glass with auto up & down to driver's window. Isolation switch for passenger side window.
<b>Security:</b>	Remote central locking with immobiliser
<b>Air conditioning:</b>	Fully automatic climate controlled air conditioning with recirculation filter
<b>Multimedia unit:</b>	8 inch high definition capacitive touchscreen with tilting function, AM-FM radio, digital radio & internet radio (requires phone data), USB & auxiliary ports & PDF reader, standard WDR digital reverse camera with microphone & infra-red function, four additional camera inputs with split screen functionality, Wi-Fi & phone tethering enabled, Bluetooth handsfree operation, Android connectivity, Apple connectivity with Siri inputs, truck specific satellite navigation with 3 free map upgrades. Options available: Cordless Qi rated phone charging pocket, tyre pressure monitoring & reverse sensors
<b>Storage:</b>	Multiple in-cab compartments
<b>Power outlet:</b>	24 volt 240W & 12 volt 120W in dash
<b>DIN accessory fitment:</b>	Two DIN sized compartments
<b>Floor covering:</b>	Vinyl

## EXTERNAL CABIN

<b>Cab Description:</b>	Forward control, pressed steel construction
<b>Mounting type:</b>	Full floating, 4 bag air suspended cab with 4 dual acting shock absorbers and dual automatic height control valves.
<b>Cab paint:</b>	Standard – Polar white
<b>Inspection points:</b>	Back of the cab and front panel
<b>Bumper type:</b>	3 piece with steel corner panels
<b>Mirrors:</b>	Heated and electrically operated main mirrors with flat glass, wide vision and passenger-side downward facing spot mirrors
<b>Lamps:</b>	LED head lamps (low beam) Bumper mounted fog lamps Roof mounted clearance lights
<b>Wipers:</b>	Triple arm, 2 speed wipers with variable intermittent operation and integrated washers
<b>Reversing system:</b>	Reverse beeper and digital infrared camera with microphone



# GENERAL SPECIFICATIONS

## UD TELEMATICS (FLEET MANAGEMENT)

**Telematics hardware:** In-cab GSM and GPS unit with SIM-card connected to roof antenna

**Subscription:** 12 months included

**Packages:** Fuel and Environment Positioning

**Key Reports:** Total operational time and distance  
Average speed and fuel consumption  
Total CO<sub>2</sub> emission  
Vehicle utilisation  
Anticipating & braking  
Engine & gear utilisation  
Speed adaptation  
Time idling (standstill)

## FACTORY OPTIONAL EQUIPMENT

**Tyres:** 275/70 R22.5

**Wheels:** Alcoa aluminium wheels

**Rear engine PTO:** DIN 5462 or Flange SAE1410; 650 Nm capacity

**Safety:** Driver Alert System

**Additional Wheelbase:** 4250mm

**Cab paint:** Custom paint colours

**Cab Interior:** Leather steering wheel, Woodgrain dash, Centre console or 2nd passenger seat

**Cab exterior:** Roof scoop, Chrome grille, Roof beacon prep kit, Bumper spoiler, passenger door peep window

**Chassis:** Additional 200 litre fuel tank (H wheelbase only), Front axle stabiliser bar.

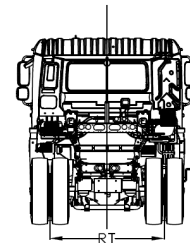
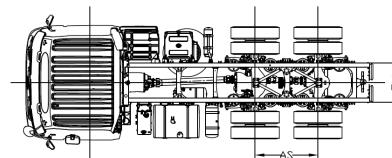
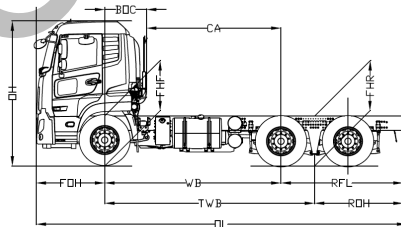
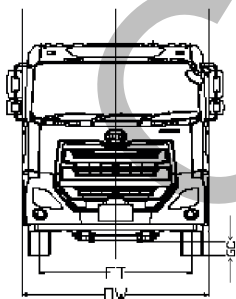
## WEIGHTS AND DIMENSIONS (approx.)

### i) GW 26 420

Mass (kg)					Vehicle Dimensions (mm)															UD order code
Variant	Wheelbase code	GVM*	GCM	Total Tare <sup>1</sup>	WB	TWB	OL	OW	OH	FT	RT	AS	ROH	CA	GC <sup>2</sup>	FHF <sup>2</sup>	FHR <sup>2</sup>	Turning radius (kerb to kerb)		
UD - Leaf	H	26000	55000	7622	3300	3985	7257	2490	2970	2062	1851	1370	2495	2445	249	1027	1091	6400	GW26420HAL	
	K			7649	3600	4285	7557							2745		1027	1091	6800	GW26420KAL	
UD - Air	H	26000	55000	7631	3300	3985	7257	2490	2970	2062	1851	1370	2495	2445	249	1027	1038	6400	GW26420HAA	
	K			7643	3600	4285	7557							2745		1030	1038	6800	GW26420KAA	

### ii) GW 26 460

Mass (kg)					Vehicle Dimensions (mm)															UD order code
Variant	Wheelbase code	GVM*	GCM	Total Tare <sup>1</sup>	WB	TWB	OL	OW	OH	FT	RT	AS	ROH	CA	GC <sup>2</sup>	FHF <sup>2</sup>	FHR <sup>2</sup>	Turning radius (kerb to kerb)		
UD - Leaf	H	26000	60000	7622	3300	3985	7257	2490	2970	2062	1851	1370	2495	2445	249	1027	1091	6400	GW26460HAL	
	K			7649	3600	4285	7557							2745		1027	1091	6800	GW26460KAL	
UD - Air	H	26000	60000	7446	3300	3985	7257	2490	2970	2062	1851	1370	2495	2445	249	1027	1038	6400	GW26460HAA	
	K			7643	3600	4285	7557							2745		1030	1038	6800	GW26460KAA	



\*Rated GVM and axle capacities are subject to Federal, State and Territory legal requirements.  
<sup>1</sup> Mass is an estimation only based on standard model, includes fluids (not Diesel fuel or AdBlue) excludes driver and tools. Subject to ± 3% tolerance.  
<sup>2</sup> Based on vehicle with standard wheels and tyres.  
<sup>3</sup> For alloy rims deduct 56kg from Front Tare and deduct 111kg from Rear Tare.  
<sup>4</sup> For alloy rims add 18mm to both FT and RT measurements.

## WARRANTY

<b>Standard warranty<sup>+</sup></b>	36 months / 500,000 kms
<b>Cab corrosion warranty<sup>+</sup></b>	36 months / unlimited kms
<b>Extended warranty<sup>++</sup></b>	60 months / 500,000 kms

<sup>+</sup>For details refer to your UD Trucks New Vehicle Warranty brochure

<sup>++</sup>Purchased by the owner and covers selected factory items only. For details refer to your UD Trucks New Vehicle Warranty brochure



UD TRUCKS

# QUON – Heavy Duty Standard Warranty



## Coverage Levels

The QUON Truck Warranty is offered with the following coverages to suit the application or segment category.

APPLICATION / CATEGORY	GCM	COVER	MONTHS**	KILOMETRES**
Heavy Duty (HD)	Up to 60 tonnes	Standard	0-36	500,000
		Cab Structure / Corrosion	0-36	Unlimited

Note: \*\* Whichever occurs first – months / kilometres.

## Warranty

For full Warranty terms, conditions, limitations and exclusions, see the *UD Warranty Booklet*.

## Warranty Period

Warranty coverages commence from the delivery date stated on the "Warranty Certificate / Registration Form" contained in the *UD Warranty Booklet*, until "whichever occurs first" months or kilometres.

## Standard Coverage

Includes parts and labour costs to repair or replace defective QUON cab / chassis components only.

## Driveline Coverage - Major Components

Includes parts and labour costs to repair or replace defective major components in the engine, gearbox and final drive.

## Maintenance

If maintenance components do not meet UD Truck specifications the necessary replacement, repair or adjustment will be made without charge if rectified within 120 days or 50,000 kms\*\*, and vibrations within 6 weeks or 15,000 kms\*\* from date of delivery.

## Scheduled Maintenance

The vehicle must be maintained as outlined in the UD Trucks Preventative Maintenance / Service Plan for the standard and Driveline Warranties to remain valid.

UD Truck warranty cannot support claims for any components that are not maintained and/or neglected.

All coolants, oils and filters and other consumables used must meet UD Truck specifications.



UD TRUCKS

# QUON – Heavy Duty Standard Warranty



## What is not covered

**Examples of excluded items which are either part of normal maintenance or wear & tear include:**

- Oil, fuel, air, coolant and air-conditioner filters, drive belts, lubricants, bulbs, fuses, wiper blades, hoses, glass.

**Examples of excluded adjustments which are part of normal maintenance include:**

- Engine valves, wheel and axle alignments, trailer brake valve and tightening of hoses, pipes and bolts.

**Examples of wear and tear items include:**

- Brake discs and pads, clutch plates / linings, clutch packs. Bearings, synchronisers, shock absorbers, bushings, shock absorber rubbers, kingpins, oil seals, universal joints, shackle pins, upholstery, glass, mud flaps, towing couplings, trailer connections.

**Warranty does not cover the following items:**

- Alterations not approved by UD Trucks.
- Any vehicle component, replacement spare part which has been subject to misuse, negligence, improper installation, accident or any service or repair not conducted in accordance with the UD Trucks Preventative Maintenance / Service Plan [or any other applicable manual].
- Failure to apply UD Trucks recommended lubrication / maintenance intervals in accordance with Owner's Manual.
- Consequential, indirect or incidental expenses incurred as a result of defects in manufacturer's material / workmanship.
- Normal deterioration of paint, soft trim and appearance items due to wear and exposure.
- Tyres – these have a separate warranty covered by the tyre manufacturer.
- Normal noise and vibration.

**Warranty does not cover damage / failures / corrosion resulting from the following:**

- Accident, theft, fire, vehicle overload or misuse.
- Use of improper / contaminated fluids, coolants or lubricants.
- Failure to follow schedule maintenance services.
- Use of parts other than genuine UD Truck parts.
- Environmental conditions, acts of God and other events beyond the control of UD Trucks such as wind storm, hail, stone damage, floods or lightning.
- Failure to follow instructions for AdBlue use, storage and handling as described in drivers instruction booklet.

## Important

For the standard & Driveline Warranties to remain valid mandatory warranty services, inspections, downloads, oil sampling and repairs must be completed "prior" to the expiry dates and/or distances detailed.

## Parts Warranty

- 12 months / Unlimited kms from date of purchase, or
- 24 months / 500,000kms for driveline components if part is installed by authorised UD Truck dealer.

**If part is purchased over the counter** from an authorised UD Truck dealer and a warrantable failure occurs, UD Trucks will cover cost of failed part.

**If authorised UD Truck dealer installed the part** and a warrantable failure occurs the part and labour for replacement will be covered including any genuine UD components that are a consequence of this failure.

## Towing and Roadside Assist

Towing and Roadside Assist coverage (trailers not included) is provided to the closest authorised UD Dealer or repairer from:

- 12 months / unlimited kms
- 13-24 months / 500,000kms\*\* on listed driveline components.

## Cab Structure and Corrosion

Cab structure and corrosion coverage from:

- 0-36 months / Unlimited kms

**Note:** Paintwork on the cab and chassis is covered for 12 months only from the warranty start date.

## Warranty transfer

If the truck is sold into the same application or segment category, the balance of the warranty can be transferred at no cost.

If sold into a different application or segment category, some or all of the warranty may be valid.

Please contact your local UD Truck Dealer.

The benefits conferred by the UD Truck Warranty are in addition to other rights and remedies available under the Australian Consumer Law. Please refer to the UD Truck Warranty Booklet for further warranty coverage clarification and information.

Note: \*\* Whichever occurs first – months / kilometres.



UD TRUCKS

# QUON – Heavy Duty Extended Protection Plan



## Eligibility

The extended protection plan is available on all new QUON Models CD / CW / GK / GW. The extended protection plan must be purchased within 60 days of the original delivery date of the vehicle

## Coverage

**37-60 months / 500,000kms\*\***

Repairs are to be carried out by an authorized UD Truck Dealer or their nominated agent. The extended protection plan will cover all listed major component parts. Parts and labour charges will be covered under the extended protection plan

## Components covered

### Engine

All internally lubricated engine components, intake & exhaust manifolds, turbocharger, flywheel housing, and oil cooler

### Clutch

Pressure plate

### Transmission (Auto / Manual)

Internal components (except normal wear & tear, clutch packs, seals, synchronizers/ manual transmission)

### Propeller shaft

Propeller shaft tube, yoke and flange (except universal joints and center bearings)

### Front axle

All component parts (except kingpins and bushes)

### Rear Axle

Rear axle housing

### Differential

All internal parts (except oil seals)

### Chassis

Chassis rails and cross members

## Pricing

QUON (All models)

**\$3,000**  
excluding GST

Note: \*\* Whichever occurs first – months / kilometres.



**UD TRUCKS**

**QUON – Heavy Duty**

# Extended Protection Plan



## What is not covered

**Examples of excluded items which are either part of normal maintenance or wear & tear include:**

- Oil, fuel, air, coolant and air-conditioner filters, drive belts, lubricants, bulbs, fuses, wiper blades, hoses, glass.

**Examples of excluded adjustments which are part of normal maintenance include:**

- Engine valves, wheel and axle alignments, trailer brake valve and tightening of hoses, pipes and bolts.

**Examples of wear and tear items include:**

- Brake discs and pads, clutch plates / linings, clutch packs. Bearings, synchronisers, shock absorbers, bushings, shock absorber rubbers, kingpins, oil seals, universal joints, shackle pins, upholstery, glass, mud flaps, towing couplings, trailer connections.

**Warranty does not cover the following items:**

- Alterations not approved by UD Trucks.
- Any vehicle component, replacement spare part which has been subject to misuse, negligence, improper installation, accident or any service or repair not conducted in accordance with the UD Trucks Preventative Maintenance / Service Plan [or any other applicable manual].
- Failure to apply UD Trucks recommended lubrication / maintenance intervals in accordance with Owner’s Manual.
- Consequential, indirect or incidental expenses incurred as a result of defects in manufacturer’s material / workmanship.
- Normal deterioration of paint, soft trim and appearance items due to wear and exposure.
- Tyres – these have a separate warranty covered by the tyre manufacturer.
- Normal noise and vibration.

**Warranty does not cover damage / failures / corrosion resulting from the following:**

- Accident, theft, fire, vehicle overload or misuse.
- Use of improper / contaminated fluids, coolants or lubricants.
- Failure to follow schedule maintenance services.
- Use of parts other than genuine UD Truck parts.
- Environmental conditions, acts of God and other events beyond the control of UD Trucks such as wind storm, hail, stone damage, floods or lightning.
- Failure to follow instructions for AdBlue use, storage and handling as described in drivers instruction booklet.

Note: \*\* Whichever occurs first – months / kilometres.

## Agreement / Application

If this application is accepted by UD Trucks you will receive an executed copy of this agreement / application. The executed copy will have a “Plan number” in the “Internal Use Only” section of this page.

Keep a record of this “Plan number” as it is required should you need to make a claim under this extended protection plan. If the payment is not received in conjunction with this agreement/application this contract is null and void.

## Extended Protection Plan sold by:

Dealer:

\_\_\_\_\_

Customer Name:

\_\_\_\_\_

Address:

\_\_\_\_\_

Model:

\_\_\_\_\_

Vehicle Identification Number (VIN):

\_\_\_\_\_

### INTERNAL USE ONLY

Delivery Date:

Plan Number:

I agree that coverage under this extended protection plan is conditional upon receipt of payment and approval by UD Trucks. I agree that the extended protection plan will begin from the warranty registration date. I agree that the extended protection plan is subject to the terms and conditions as printed on the reverse side of this agreement / application.

Signature of Customer:

\_\_\_\_\_ Date: \_\_\_\_\_

Signature of Dealer:

\_\_\_\_\_ Date: \_\_\_\_\_

The benefits conferred by this Extended Protection Plan are in addition to other rights and remedies available under the Australian Consumer Law.



**UD TRUCKS**

## **UD Trucks Risk Assessment**



## **UD New Quon**

Developed by Bill Manton  
Revised: May 2018



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### Disclaimer

The information contained in this document relies upon material and data, some of which is obtained from several third-party sources and is intended as a guide only in developing risk management systems for the operation of UD Trucks.

Drivers and Vehicle Owners should rely on their own advice, skills and experience in identifying hazards, applying risk and safety management systems. Use of this document does not relieve the user of any obligation or duty that might arise under any legislation (including but not limited to Occupational Health and Safety legislation).

This must include the duties relating to risk management under the Work Health and Safety Act 2011, and any legislation relating to Traffic and Vehicle Regulations. The information in this document is provided to assist and guide users in the recommended use of UD Trucks to minimise risks to health and safety so far as is reasonably practicable.

## History

**UD Trucks Corporation** is a Japanese company whose principal business is the manufacturing and sales of diesel trucks, buses, bus chassis and special-purpose vehicles. Its headquarters are located in Ageo, Saitama, Japan. The company is a wholly owned subsidiary of the Volvo Group since 2007. Before 2010, the company was known as Nissan Diesel.

Today, UD Trucks together with Volvo Group has been the world leaders in introducing to commercial vehicles innovation in design and safety features, which have now become industry best practice, and accepted by competitors as being vital requirements. As an example, being the first turbo charged diesel engine to be fitted into a commercial vehicle and the fitment of seat belts to the Driver and passenger seating positions.

The all-new New Quon with associated services now moves UD Trucks into a stronger position in the truck industry. Combining industry-leading fuel efficiency with dynamism and drivability, the all-new New Quon offers an unparalleled driveline that delivers a smooth, stress-free and comfortable ride. New Quon is equipped with advanced safety features protects the Driver and cargo, but also cares for the safety of the vehicle's surroundings.

"The all-new New Quon of course complies with the new and stricter emission regulations in Japan. In addition, it also delivers better performance across the board. Equipped with the ESCOT-VI, the electronically controlled automated transmission that is the industry benchmark.

UD chassis-cab is manufactured by UD Trucks Japan and supplied by UD Trucks is designed to comply with all applicable Australia Design Rules (ADR) and ECE-R29 Cab Strength Compliant for a partially completed vehicle (PCV) at the time of manufacture. ADR compliance of the cab chassis-cab manufactured by UD Trucks is granted by the (DoIT) Department of Infrastructure and Transport.

Proof of compliance of an individual PCV is shown by a ADR Identification (compliance plate). Various regulations relating to the vehicle performance, equipment and safety have been issued by government organisations. These regulations include but are not limited to the DoIT regulations.

Other Federal, State, Territory and local regulations may also apply. Second-Stage-of-Manufacturer (SSMM), body builders and motor carriers are responsible for knowing and complying with all regulations that may apply to the vehicle. A finished vehicle may also require devices that are not specified in the regulations. SSMM, body builders and motor carriers must determine what safety devices are necessary for the safe operation of the vehicle.

**Information is available on the following links.**

<http://rvcs.dotars.gov.au/>

[http://www.infrastructure.gov.au/roads/motor/design/adr\\_online.aspx](http://www.infrastructure.gov.au/roads/motor/design/adr_online.aspx)

[http://www.infrastructure.gov.au/roads/vehicle\\_regulation/bulletin/vsb\\_06.aspx](http://www.infrastructure.gov.au/roads/vehicle_regulation/bulletin/vsb_06.aspx)

UD Trucks produce a range of trucks specifically designed to suit a market segment, such as local delivery, intrastate and interstate. Each of these market segments require a commercial vehicle with specific attributes that is difficult to provide in a single vehicle design, hence it is very important to ensure that the vehicle you select for your application meets the requirements for Driver comfort, safety, efficiencies, performance and long-lasting reliability.

The UD Trucks New Quon model is designed and ideally suited for the Australian conditions with optional horsepower available up to 460Hp in wheelbase configurations of 4X2, 6X2 and 6x4. The UD Trucks New Quon primemover or rigid vehicles are designed for carrying payloads by either a connected trailer or in/on the fitted body. The final application of the vehicle and its intended use will vary depending on the operators' requirements.

Each of the cabin designs fitted to the various models is specifically designed to ensure the Driver has the safest working environment available for the application, to help improve Driver performance by reducing fatigue. To reduce Driver fatigue, the cabins are isolated from the driveline chassis including Front Underrun Protective Devices (FUPDs) attached to the front of the chassis on all models.



## Reference Standards

The following standards are referenced:

- AS NZS 4024.1201-2014 Safety of machinery - General principles for design - Risk assessment and risk reduction
- AS NZS 4024.1303-2014 Safety of machinery - Risk assessment - Practical guidance and examples of methods
- AS NZS ISO 31000-2009 Risk management - Principles and guidelines

This incorporates detailed sections on the safe operation of the vehicle. A copy of the Owner's Manual is supplied with the vehicles and should be read in conjunction with this risk assessment.

## UD Trucks Range

The UD Trucks New Quon range of vehicles is designed to suit all types of applications.

- Servicing local delivery,
- Local, Intrastate and Interstate operations
  - Bulk commodities e.g. bulk liquids, landscape supplies and quarries
  - Waste,
  - Livestock,
  - Accident/crash recovery vehicles,
  - Construction &
  - General Freight.
- Supply and delivery with a range of body designs options e.g.
  - rigid vehicle fitted with; flattop, pantech, refrigerated and specialised bodies or
  - as a primemover used in various combinations.

**Note:** The New Quon has a comprehensive suite of active & passive safety features included as standard sold within Australia. Other safety items or equipment are optional. Be aware that connecting of non-ABS or EBS equipped trailers to the New Quon will result in some, or all of these new safety features being deactivated or restricted.

Consult your trailer manufacturer regarding your trailer's capabilities & specifications. Please consult your New Quon owner's manual.

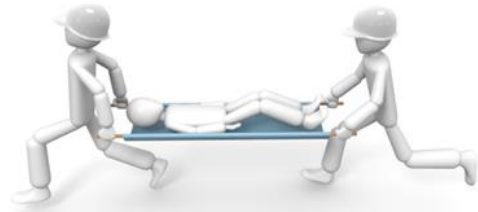
The UD Trucks New Quon has been designed to provide easy access for the Driver, Driver's comfort, safety, efficiencies, performance and long-lasting reliability.

- Low cabin access
- Wide opening doors
- Ergonomically designed steps, seating and controls
- Insulated cabin
- Fire-retardant materials inside the cabin
- Low engine noise
- Low emissions
- Small radius turning circle
- Automatically controlled air suspension Driver's seat
- Adjustable steering column to suit most operators and conditions
- Ergonomically designed cabin controls and cabin interior
- Cabin complies with the Australian Vehicle Standards Rules 1999
- Cabin is mounted on isolating airbags to minimise the road vibrations
- All cabins are fitted with air-conditioning and an approved intergraded sleeper berth
- Daily inspection check points are easily accessed behind the front hatch panel and around the cabin
- Parabolic front springs to enhance the ride qualities of the vehicle, and minimises fatigue
- The UD Trucks New Quon range is designed for engine power up to 460Hp

Technical data for the vehicle or additional fitted modification specifications are available on request from your local UD Trucks Dealership.

Incidents related to Drivers operating heavy vehicles shows the following common causes of injury are:

- Driver falling from heights
- Mechanical or system failure
- Impact or collision during transit
- Sprains and strains
- Hand injuries
- Exposure to hot surfaces resulting in burns
- Contact with fuel, AdBlue, oil and coolant



## UD Trucks Compliance

UD Trucks are built in accordance with current Australian Design Rules (ADR) 3<sup>rd</sup> Edition and conform with all requirements of the Department of Infrastructure and Transport. This information is available on the web sites listed below.

- [www.infrastructure.gov.au/roads/motor/design/adr\\_online.aspx](http://www.infrastructure.gov.au/roads/motor/design/adr_online.aspx)
- [www.infrastructure.gov.au/roads/vehicle\\_regulation/bulletin/vsb\\_06.aspx](http://www.infrastructure.gov.au/roads/vehicle_regulation/bulletin/vsb_06.aspx)

The risk assessment is limited to the following elements with the life of the vehicle:

- Daily Vehicle Checks
- Maintenance Access
- Driving the Vehicle

The risk assessment is limited to the actions and areas of exposure for the Driver, it does not cover:

- Servicing and maintenance tasks completed by UD Trucks Technicians
- Operation of bodies, attachments or ancillary equipment fitted by third party suppliers

UD Trucks emphasise that the vehicle must not be used in any of the following conditions:

- Driving on road surfaces unsuitable for the vehicle or its combination
- Operating above rated axle load limits or GVM specified by UD Trucks
- Outside the operating limits as deemed by Local, State/Territory and National Regulations

The vehicle is subject to scheduled service intervals recommended by UD Trucks along with safety roadworthy compliance inspections as detailed in state, territory and national regulation or applicable accreditation schemes.

## Risk Management

The risk management review has been conducted in accordance with the Australian Standard titled AS NZS ISO 31000-2009 Risk management - Principles and guidelines in which the severity and the consequence of the incident are rated in the following matrix.

### Rating the Risk

Risk Rating is calculated by multiplying the likelihood against the consequences, e.g. taking a likelihood of 4, which is classified as Likely, and multiplying this against a consequence of 2, which is classified as a Minor Injury 1st aid required, would give you an overall risk rating of 8, which would be risk rated as a low risk.

- Extreme Risk = 20 to 25.
  - Extreme risk activities MUST not attempt task.
- High Risk = 9 to 16.
  - High Risks activities should cease immediately until further control measures to mitigate the risk are introduced.

- Medium Risk = 5 to 8.
  - Medium Risks should only be tolerated for the short-term and then only whilst further control measures to mitigate the risk are being planned and introduced, within a defined time period.
  - Note: Medium risks can be an organisations greatest risk (its weakness) due to the fact it can be tolerated in the short-term.
- Low risk equals 1 to 4.
  - Low Risks are largely acceptable, subject to reviews periodically, or after significant change etc.

## Assess the Level of Risk

Consider the hazards identified and use the risk assessment matrix below as a guide to assess the risk level.

Likelihood	Consequence				
	1. Insignificant	2. Minor	3. Moderate	4. Major	5. Critical
5. Almost Certain	Medium	Medium	High	Extreme	Extreme
4. Likely	Low	Medium	High	High	Extreme
3. Possible	Low	Medium	High	High	High
2. Unlikely	Low	Low	Medium	Medium	High
1. Rare	Low	Low	Low	Low	Medium

Consequence	Description of Consequence	Likelihood	Description of Likelihood
1. Insignificant	No treatment required	1. Rare	Will only occur in exceptional circumstances
2. Minor	Minor injury requiring First Aid treatment (e.g. minor cuts, bruises, bumps)	2. Unlikely	Not likely to occur within the foreseeable future, or within the project lifecycle
3. Moderate	Injury requiring medical treatment or lost time	3. Possible	May occur within the foreseeable future, or within the project lifecycle
4. Major	Serious injury (injuries) requiring specialist medical treatment or hospitalisation	4. Likely	Likely to occur within the foreseeable future, or within the project lifecycle
5. Critical	Loss of life, permanent disability or multiple serious injuries	5. Almost Certain	Almost certain to occur within the foreseeable future or within the project lifecycle

Assessed Risk Level	Description of Risk Level	Actions
<input type="checkbox"/> Low	If an incident were to occur, there would be little likelihood that an injury would result.	Undertake the activity with the existing controls in place.
<input type="checkbox"/> Medium	If an incident were to occur, there would be some chance that an injury requiring First Aid would result.	Additional controls may be needed.
<input type="checkbox"/> High	If an incident were to occur, it would be likely that an injury requiring medical treatment would result.	Controls will need to be in place before the activity is undertaken.
<input type="checkbox"/> Extreme	If an incident were to occur, it would be likely that a permanent, debilitating injury or death would result.	Consider alternatives to doing the activity. Significant control measures will need to be implemented to ensure safety.

## Risk Assessment Matrix Guide UD Trucks New Quon Primemover and Rigid

Ref No	Hazard Identified	L	C	Score	Risk	Risk Control Measures	Risk Reduction Measures	L	C	Score
1	Vehicle fluid level checks	4	3	12	Over filling of the fluids and causing damage to the vehicle, injury to persons and contamination to the Environment.	Use Vehicle fluid level inspections points. These points are easy to access from the ground to eliminate Operators climbing around the vehicle at height. Engine Oil can be checked through the Driver information display to eliminate oil spills and the requirement of rags/wipes used.	The engine is to be cool. Most fluids are visible through transparent reservoirs, engine has a dip stick for checking oil fluid levels, or oil fluid levels can be checked through engine management system. Refer to Owner's Manual and your Company procedures.	2	3	6
2	Entering and exiting the cabin	4	5	20	Potential for Driver and passenger to slip and fall on entry/exit to cabin.	UD Trucks are fitted with grab handles and steps. The Driver's side steps into the cab are illuminated in the dark to help deliver safe entry into the vehicle at night. Mirrors are fitted to the cabin to assist safe exiting. Drivers should also activate hazard lights.	Non-slip steps fitted to all access areas of the vehicle. Wide opening doors to gain entry/exit of the cabin. Grab handles and steps position to maintain three points of contact when entering/exiting the cabin, large mirrors including wide angle mirrors to check for traffic or pedestrians. Refer to Owner's Manual and with your Company procedures.	1	5	5
3	Driver's Seat, steering wheel and control adjustments	4	5	20	Poor driving posture, potential muscle fatigue and/or back injuries. Not having full control of the brake pedal and accelerator. Possible loss of control causing death or serve injury.	Fully adjustable Driver's seat with lumbar support and auto height levelling, retractable seat belts with an audible alert (if not worn) and adjustable slide to allow for reach and full control of the brake and accelerator pedals. Steering wheel can be adjusted to suit individual Drivers of various build stature.	Seat adjustments are designed for maximum comfort and vehicle control. The cabin has been ergonomically designed so the Driver can access all switches from the seated position. ALWAYS wear a seat belt and make sure the vehicle is stopped when adjusting the seat, steering column/wheel. Refer to Owner's Manual.	1	5	5
4	Parking Brake application	3	5	15	Truck rolling away, potential to cause injury, death and/or property damage.	Park brake safety alerts are visual warning lights in the Driver information display.	In addition, an audible warning sounds when door is opened when the park brake is not engaged whilst in gear. Refer to Owner's Manual and your Company procedures.	1	5	5
5	Harsh Braking	3	5	15	Potential to lose control and cause injury, death and/or property damage.	ABS (Anti-lock Braking System): An electronically controlled system monitoring all axles on the truck and the trailer maybe equipped with ABS. EBS (Electronically controlled Brake System): An advanced combination of an electronically controlled system and conventional air brakes. UDSC (UD Stability Control): An advanced electronically controlled system utilising ABS, EBS and several other systems on the truck, to maintain stability. ASR (Anti Slip Reduction): Will detect and eliminate wheel spin by reducing engine torque or applying a wheel brake.	These available features monitor the vehicle at all times and counteracts the forces during possible loss of control, through the truck's electronic brake system, engine management system and retarder, and the trailer's braking system (if fitted with compatible ESP systems). The UDSC system helps to avoid accidents in the event of sudden and unexpected manoeuvres. Vehicle are fitted with Traffic Eye Brake that activates a visual and audible alarm and engages the trucks brakes when gap between the truck and the vehicle in front is too close while traveling. The Driver may need to take evasive action. Refer to the Owner's Manual.	1	4	4

**Note:** The New Quon has a comprehensive suite of active & passive safety features included as standard sold within Australia. Other safety items or equipment are optional. Be aware that connecting of non-ABS or EBS equipped trailers to the New Quon will result in some, or all of these new safety features being deactivated or restricted.

Consult your trailer manufacturer regarding your trailers capabilities & specifications. Please consult your UD Trucks Dealership.

Ref No	Hazard Identified	L	C	Score	Risk	Risk Control Measures	Risk Reduction Measures	L	C	Score
6	Replacement parts	4	5	20	The use of non- genuine parts may cause pre-mature wear or damage to the vehicle, cause vehicle failure & void warranty.	UD Trucks only recommend the use of Genuine Parts and Accessories.	UD Trucks only warrant the use of genuine parts. All UD Trucks are tested to the ADR standards using only genuine parts. The use of non-genuine parts may affect ADR compliance and warranty. Refer to the Owner's Manual.	1	5	5
7	Transmission operation	2	5	10	Potential to cause damage to vehicle, lose control and cause an incident resulting in an injury and/or death and property damage.	All UD New Quon models are fitted with the ESCOT-VI automated transmission. A safety lockout feature is fitted so the engine will NOT start in gear, it must be in Neutral (N) to start.	UD Trucks have comprehensive information with driving instructions on the Automated Transmissions found in the Owner's Manual. UD Trucks offer Customers Product and Driver Training on request or refer to the Owner's Manual.	1	5	5
8	Blind spot while driving	4	5	20	Potential to cause injury, death and/or property damage.	Side rear view main mirrors are heated and are remote controlled for adjustment and comply with ADR standards. The convex spotter mirrors can be manually positioned at the bottom of the main mirrors on both sides for improved vision. The passenger side door also has a spotter mirror mounted at the top of the door facing down looking beside the vehicle. An additional mirror is fitted to left hand pillar mounted facing down along the front of the vehicle to identify pedestrians or objects at the front of the vehicle.	Lane Departure Warning System (LDWS) is a system to reduce the risk of accidents, by warning the Driver when a vehicle is detected to be drifting from the lane unintentionally. Extra care must be taken to adjust the mirrors so that you can clearly see traffic or any potential hazards. Mirrors must be clean and in good condition.  The vehicles are fitted with an audible reversing alarm to warn people in the area. The trucks are fitted with a hill start feature to prevent roll back during start off in hilly terrain. UD Trucks offer Customer product training or refer to the Owner's Manual.	1	5	5
9	Battery Electrolyte Level and security	3	4	12	Handling battery corrosive acid, overfilling batteries or exposing batteries to flame/sparks cause a possible explosion resulting in injury, death and /or property and vehicle damage.	Batteries have plastic covers to reduce possibility of arcing. This allows airflow to exhaust any possible build-up of dangerous gases and the batteries are restrained by a suitable clamping bracket. Some models may have batteries fitted to the side of the chassis. Batteries are reliable and low maintenance items.	Ensure when checking batteries that the engine is switched off, the <b>Red or Yellow</b> battery isolator key is off (if equipped) and the vehicle is on level ground. Wear appropriate PPE e.g. safety glasses, gloves, boots and long clothing. Use three points of contact when gaining access if required. <b>Danger:</b> The battery generates flammable hydrogen gas. Do not smoke or allow sparks near the battery. Doing so could cause the battery to ignite and explode causing injury. <b>Only trained persons</b> should be authorised to check batteries or Refer Owner's Manual and your Company procedures.	1	4	4
10	Windscreen cleaning task	4	4	16	Cleaning the windscreen potential to cause injury, falling from heights.	Windscreen wipers are fitted with spray nozzles attached to the wiper arms. The washer fluid is operated by activating the wiper washer button at the end of the lever to aid in cleaning the windscreen whilst on the move or parked.	Vehicles are fitted with tread steps in the bumper bar and grab handles below the windscreen to allow a Driver access to clean the screen while maintaining three points of contact at all times. Clean windscreen with correct cleaning chemicals, read the Safety Data Sheets and wear appropriate PPE. Refer Owner's Manual and your Company procedures.	1	4	4

Ref No	Hazard Identified	L	C	Score	Risk	Risk Control Measures	Risk Reduction Measures	L	C	Score
11	Exhaust System	3	4	12	Contact with exhaust system whilst hot has potential to cause burns & injuries	Muffler is shielded so no direct contact can be made.	Heat shields have warning placards placed on the vehicle to alert Drivers of the potential burn hazards". Refer to Owner's Manual.	1	4	4
12	Draining Air Tanks	3	3	9	Dust into Driver's eyes, Loss of air pressure causing vehicle malfunction.	UD Trucks are fitted with an air drier for removing moisture and contamination. Air tanks have drain valves fitted to activate. These are for draining air and to encourage workshop technicians to check for any contamination at scheduled service intervals.	Automatic filtered air dryer systems eliminate the possibility of any residual moisture left in the vehicles air system. When draining air tanks, use suitable PPE and safety eyewear equipment. The air dryer system is a serviceable item with a filter, this forms part of the scheduled servicing arrangements. Refer to Owner's Manual and your Company procedures.	1	3	3
13	Diesel fuel spill	3	3	9	Spillages could occur when refuelling your vehicle potential to cause personal injuries (fumes) or contamination to the environment.	Large fill point with a lockable cap. Tank has a built-in recess neck to reduce a risk of the fuel tank being over filled.	Care must be taken to prevent fuel spillages. Wear appropriate PPE when handling fuel. Drivers MUST notify appropriate authority/persons if a spill occurs. Use correct fuel as per vehicle manufactures specification or Refer to Owner's Manual and your Company procedures.	1	3	3
14	AdBlue Spill	2	2	4	Spillages could occur when refilling your vehicle potential to cause injuries or contamination to environment.	Smaller fill neck is fitted so diesel pumps cannot cross contaminate and is fitted with a lockable cap. The AdBlue tank has a built-in recess neck to prevent being over filled.	Care must be taken to prevent AdBlue spillages. Wear appropriate PPE when handling AdBlue. Drivers MUST notify appropriate people if a spill occurs. AdBlue is NOT a dangerous goods, and Drivers should be aware of the SDS (Safety Data Sheets) requirements for AdBlue. Refer to Owner's Manual and your Company procedures.	1	2	2
15	Checking Wheel nuts and tyre pressures	3	5	15	Truck wheel detaching and loss of control causing injury or death and Increased fuel usage, possible tyre failure with underinflated tyre pressures.	Tyre placard detailing correct tyre pressure are stamped to on the side wall of the tyre. Drivers should visually check wheel nuts and tyre pressures prior to departure. All tyre manufactures have a Tyre Wear Indicator (TWI) stamped on the tyre for legal tread depth. UD Trucks are supplied with tyre changing tools and instructions how to check and torque the wheel nuts correctly.	Ensure tyre size and tyre air pressure always complies with the vehicle's Owner's Manual. Ensure no objects have become lodged between the dual wheels. Check for dents, loose lugs, rust trails or cracks in the rim assembly. Check nut tension and follow instructions set out in the Owner's Manual and your Company procedures.	1	5	5
16	Driver trapped in cab during a Vehicle Rollover	3	5	15	Potential to cause injury or death and/or property damage.	All cabs strength requirements comply with all ADR Standards. All loose items in the cabin should be restrained including tools, fridges and passengers. UD Trucks are equipped with a rubber seal windscreen to enable an operator to kick the windscreen out and escape through the windscreen opening in the event of a roll over.	The side windows are fitted with toughened safety glass and easily smashed to gain entry or exit during an emergency. Drivers MUST wear the seat belt and ensure there are NO loose items inside the cabin. Refer to Owner's Manual and your Company procedures.	1	5	5

Ref No	Hazard Identified	L	C	Score	Risk	Risk Control Measures	Risk Reduction Measures	L	C	Score
17	Wheel changing and handling spare wheel	3	5	15	Injuries may occur to your fingers, hands, shoulders, back, face, eyes. Truck may fall off the jack causing serious injury or death. Tyre may blow while under the vehicle.	Tools are provided for changing flat tyres. Only trained competent people should attempt changing wheels. Wheel spanner and breaker bars are supplied with the vehicle. Guidelines are set out in the Owner's Manual with detailed instructions how and where to place the jack, undo and retention wheel nuts in order, and how to remove and replace the tyre/wheel on to the hub. Refer to Company procedures.	Ensure that the vehicle is parked on flat, level ground and that park brake is applied. Ensure ignition is switched off. If vehicle is parked on a road, ensure hazard and headlights are activated. The safety reflective triangles are positioned correctly. Appropriate PPE must be worn, refer to owner's manual for the correct procedure for tyre changing. Follow guidelines set out in the Owner's Manual and your Company procedures.	1	5	5
18	Driving the vehicle interact with other road users	3	5	15	Potential to cause injury, death and/or property damage	UD Trucks is built to ADR standards. UD Trucks can give you further information regarding Driver training requirements. Vehicle must only be operated by a suitably licenced and or trained Driver and familiar with the safe operation of the vehicle. Comply with road traffic regulations, drive to conditions and follow all fatigue management guidelines. The vehicle is fitted with Front Underrun Protective Devices (FUPDs) to help save lives with frontal impact. This feature has now become standard by the Australia Design Rules ADR standards. UD Trucks are fitted with long-lasting LED low-beam lamps that provide bright, clear light to improve daytime detection and night visibility for safe driving. UD Trucks are fitted with Drivers SRS airbag and seat belt pretensioner.	UD Trucks has various safety features available to help improve on-road safety by: <b>Traffic Eye Brake System</b> - If a risk of collision with a forwarding vehicle is detected, the system sounds an alarm and if the Driver's action is insufficient to avoid a collision, brakes are applied to decelerate the vehicle to avoid a collision significantly reducing the risk of severe injuries. <b>Lane Departure Warning System</b> - Drifting out of lane is a common cause of serious accidents. <b>UD Stability Control</b> - detects conditions in which the truck could become unstable, such as curves or slippery road surfaces, the system applies control appropriate to engine output and braking power to each tyre to maintain stability. <b>Optional Safety Support Feature:</b> <b>Driver Alert Support</b> - Is a camera installed inside the cab facing forward through the windscreen which recognises the positional relationships between traffic lanes and vehicles and estimates Driver awareness based on steering irregularities. If the Driver's concentration drops, a two-step alarm and warning message on the multi-display alert the Driver and suggest a break.	1	5	5
19	Connecting Air Lines/AUX leads/hoses to trailer if using as primemover	3	5	15	Slipping off rear of truck. Potential to cause personal injury/death.	Exhaust systems has been shielded to protect the Driver from heat exposure.	Extra care must be taken when climbing up and down when connecting air lines. Always use three points of contact, correct footwear on and suitable PPE must be worn. Lighting has been positioned to the rear of the cabin for dark situations. Refer to Owner's Manual and your Company policy or procedures.	1	5	5
20	Raising and lowering the cabin	4	5	20	Injuries may occur to your hands, fingers, shoulders, back and potential death.	Electric cabin tilt system can be operated from the ground. When the cabin is completely tilted (over centres) it cannot be lowered to cause a crush situation. When the cabin is lowered, it is automatically locked into place, an audible and visual warning alarm will activate if not properly locked down into position.	Ensure the vehicle is parked on level ground BEFORE tilting cab. Ensure loose items are removed from cab. If a bull bar is fitted, ensure it is lowered. Ensure there is sufficient clearance in front of and above the cabin before tilting, and ensure doors are closed with no one in the cabin. DO NOT tilt cabin under power lines. Prior to operating the cab tilt system, read Owner's Manual and comply with your Company procedures.	1	5	5

## Vehicle Risk Assessment

**Note:** This Risk Assessment is for UD Trucks product only. This Risk Assessment does not cover any other specialised equipment fitted to the chassis or cabin. Including, but not limited to, the below listed items.

- vehicle body
- bull bars
- non-genuine roof spoilers or air kits
- fifth wheels (turntables) or trailer couplings
- modified wheels or tyres that are different from the specified units fitted as standard
- specialised plant or auxiliary equipment mounted to the chassis cabin. (This would require a risk assessment to be supplied from the manufacturer of the specialised auxiliary equipment).

**UD Trucks is not responsible for any modifications or alterations.**

## Legal Requirements Owners/Drivers

It is the Owners and or Drivers Responsibility that:

- The Driver needs to obtain a suitable class licence for this vehicle or combination (if travelling on public gazetted road networks) or be trained to operate the vehicle on private land holdings
- The Driver is not affected by alcohol or drugs, unless the drugs are prescription medication cleared by a doctor to drive the vehicle
- The Driver is wearing a seat belt as required by law in all States and Territories
- The Driver has the correct safety clothing and PPE as required by WHS
- The vehicle must be registered and roadworthy
- The Driver must comply with State and Territory regulations, road and traffic laws and use a work diary when required
- The Driver must be aware of their responsibilities and duties as a Driver
- The owner ensures the Driver is familiarised and trained in the vehicle they will be operating.

**UD Trucks can offer Owners and Drivers Product Training and support.**



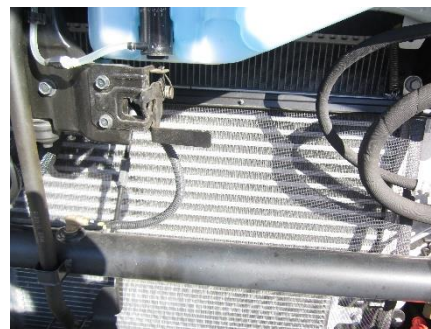
## Operator Daily Pre-Departure Checks

### Access Behind the Front Bonnet



Open the front bonnet assembly by:

- Pulling the Bonnet lever situated on the Driver's side near the accelerator pedal
- Reach in behind the centre of the grill and locate the secondary safety latch and pull towards the front of the vehicle
- The bonnet will now open outwards from the bottom
- Engine oil level may be checked without the bonnet opened
- Only add recommended engine oil when the level has reached the add marker on the bottom of the dip stick, refer to the Owner's Manual
- Engine Oil filler cap is marked located to the right of the dip stick beside the cab suspension



- Check windscreen wash fluid transparent reservoir tank situated behind the bonnet
- Check tyres for worn tread, cuts, under inflation, valve stem positions, dual tyres not touching, and for any items lodged between dual tyres e.g. rocks, mud or sticks etc.
- Check rims for dents in flanges, loose inner valve extensions, wheel nuts and rust trails or cracks in rim mounting areas
- Check all electrical - headlights high /low beam, indicators left/right, stop lights, side marker lights, park lights, driving /fog lights etc.
- Check vehicle body - for damage, load security, cabin entry grab handles, cabin steps, doors and window operation, curtains & straps, mirrors, windscreen secure & free of damage or cracks and clean, air tanks, fuel tanks, tool boxes, fluid leaks, vehicle posture, number plates, rear reflective markings and warning triangles, etc.
- Inform your supervisor or workshop if the vehicle requires regular top ups.



#### Additional Fluid checks to the rear of the cabin left side

- Only add engine coolant when engine is cool through the transparent reservoir tank (maximum/minimum marks). Do not mix coolant brands Refer to the Owner's Manual



- Power steer fluid reservoir is located beside the Coolant reservoir and has a maximum/minimum level marked on the tank
- **Do Not over fill any fluid levels on the vehicle.**

### Battery Position

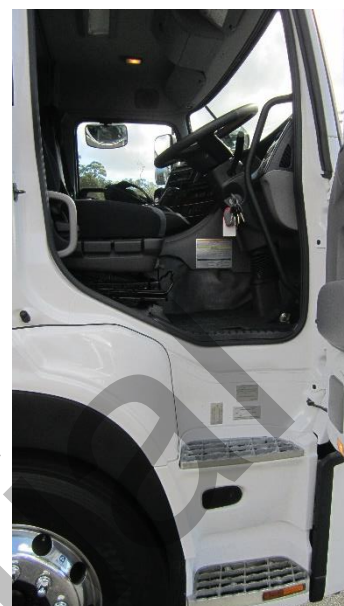
Batteries security and the cover is in place and secured.



Batteries can be mounted in various places depending on vehicle spec, configuration and application.

## Entering and Exiting the Vehicle

- Park the vehicle in such a way to ensure there is sufficient room to fully open the Driver's and/or Passenger's door (if required)
- Approach the vehicle's door by the safest route. Check for traffic flow or any interference or hazards before entering or exiting the vehicle
- Use entry/exit steps and body grab handles to climb into and out of the vehicle, maintaining three points of contact at all times
- Steps are hole stamped tread plates designed to allow:
  - Maximum grip and allows mud and dirt to fall through holes
  - Prevents build-up of mud and dirt for maximum traction
  - Shielded to prevent foot slipping off step
- Adjust the seat to required position to enable control of vehicle's pedals (accelerator and brake pedal), then adjust the steering column by lifting the steering column lock/handle and adjust the wheel to suit the Driver and have sufficient vision to monitor all gauges in the vehicle's information display
- All adjustments should only be made when the park brake is applied, transmission in neutral and you are sitting in the Driver's seat
- All adjustments should be made to maximise the Driver's comfort and to reduce the risk of fatigue
- **Most injuries occur entering and exiting the cabin.**



**REMEMBER: Always, Wear your Seat Belt!**



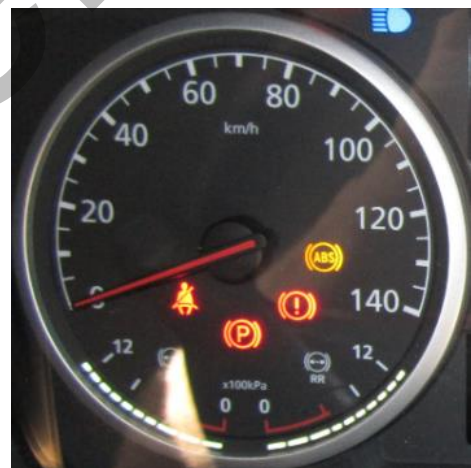
## Parking Brake and Transmission

- The transmission shifter is located beside the Driver's seat and easily reached by the Driver's hand and is in a prime position to reduce Driver fatigue

### Parking brake

- The park brake is operated by a lever beside the Driver's seat. The park brake is manually engaged by pulling the lever up past its point of resistance. When the park brake is engaged, the red warning light will appear in the information display panel.
- To disengage the park brake, pull the locking sleeve out towards the lever and lower the lever into the off position. The park brake light in the Driver information display will disappear.
- An audible alarm will sound if the park brake is disengaged and the door is open with the vehicle left in gear.
- All controls for the vehicle including parking brake, transmission shifter, air conditioning, and switches are located within easy reach of the Driver.
- All instrumentation details and symbols comply with the International standards and specifications worldwide.

**Note:** UD Trucks has accredited Driver Product Trainers to offer owners and Drivers training with vehicle familiarisation on request. The cabin is designed to suit the latest ergonomics for the Drivers.





1. Easy-to-read font size, easy-to-see symbols and gauges.
2. Multi-display, controlled with switches on the steering wheel.
3. Classy design featuring silver rings.
4. Sub-display
5. Cruise Control information
6. Gear number information
7. Auxiliary brake information

### Checks Prior to Exiting

- Ensure transmission is in neutral
- Check the park brake is applied
- Check for traffic (by mirror or visual check) before opening door
- Lower the door window when in windy conditions
- Exit the vehicle backwards by using available steps and grab handles while at all times maintaining three points of contact (do not jump)
- Close the door
- UD Trucks have integrated these safety features to assist with safe entering and exiting.



**“Three Points of Contact”  
to enter and exit vehicle**

## Seat Adjustments

1. Lumber support adjustment
2. Seatback angle adjustment
3. Seat base tilt (raise and lower the rear)
4. Seat base tilt (raise and lower the front)
5. Damping adjustment (soft or hard)
6. Seat sliding adjustment (backwards and forwards)
7. Seat suspension lockout lever
8. Seat base cushion adjustment (backwards and forwards)
9. Armrest

The Driver's seat is an air suspended seat, is has:

- Auto height levelling
- Multiple adjustments and functions

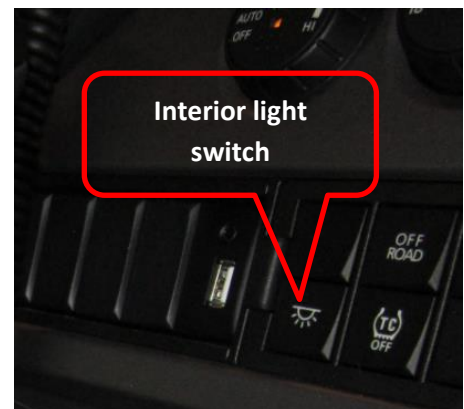


- Air suspended seat
- Damper adjusting lever
- Seat suspension lock lever
- Forward/ Rearward adjustment lever



## Interior

- Interior lighting working
- Checks inside the cabin
- Instruments / cluster are functioning
- Check- mirrors, seat position, door locks and windows are operational

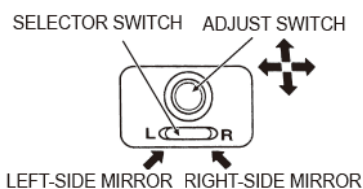


## Interior Checks Continue

- Check- Seat belt condition and operation
- Check- Controls are working correctly
- Check- Windscreen for cracks and damage
- Check- That all loose items has been secured
  - **Heavy items should never be carried in the cab or stored unsecured**
- Remember to always familiarise yourself with the vehicle / controls if it is your first time that you are driving the vehicle
- Report any faults of if you do not feel confident with your knowledge with the vehicle or controls notify to your supervisor / manager
- Before starting the engine ensure the park brake is applied and the transmission is in neutral.

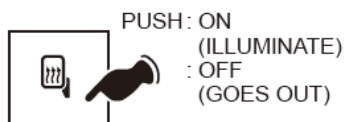
## Exterior Mirrors

- Electronically controlled and heated
  - No need to scrape ice or moisture off the mirrors



### Power mirror switch

Push either side of the selector switch to select the rear-view mirror to be adjusted and then move the adjust switch up or down, left or right to adjust the view to the rear.



### Mirror heater switch

Turning this switch ON activates the heaters in the mirrors (right and left rear-view mirrors) to clear the fogged mirrors. The switch illuminates in amber while the heater is activated.

The heater will turn off automatically in 60 minutes, however, be sure to turn the switch OFF and confirm that the amber switch illumination has gone out after use.

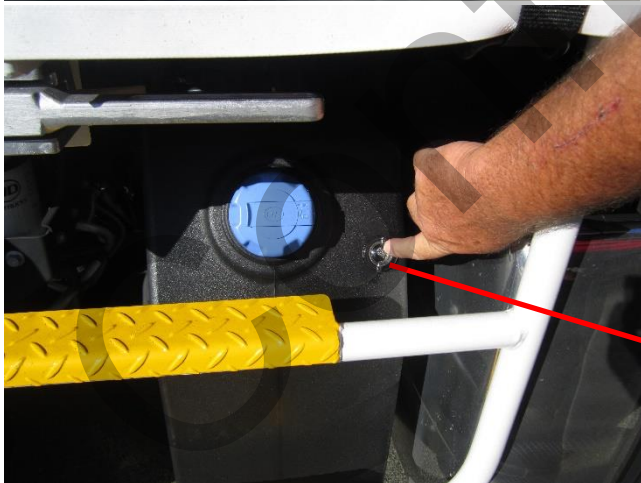
## Checks After Start-Up

- Check – Engine oil pressure is OK and there are no other alerts active
- Check – Fuel and AdBlue fluid levels are OK
- Check – Air pressure is OK
- Check – Gauges and meters are working correctly
- Check – Trailer couplings and all auxiliary fittings
- Check – Brake operation (apply foot brake and trailer brake separately at low speed prior to leaving your premises)
- Check – Lights and Indicators
- Check – Horn and instruments, windscreen, washers, wipers, demisters
- Check – For fluid leaks e.g. oil, fuel, AdBlue and coolant

- Check – That there are safety triangles. Safety triangles (Break down triangles) are conveniently located and in easily for the Driver to obtain. Triangles must be used in accordance with State and Territory Regulations road and traffic laws
- All checks to be performed with reference to the Owner's Manual and to the Company's Procedure
- Report any faults to your supervisor/manager
- The exhaust system is fully shielded to reduce risk of injury
- Vehicle fluid levels checks (Fuel Tank diesel fuel and AdBlue Tank)

Link to AdBlue Safety Data Sheet: [https://www.bp.com/content/dam/bp-country/en\\_au/products-services/fuels/adblue/MSDS%20Adblue.pdf](https://www.bp.com/content/dam/bp-country/en_au/products-services/fuels/adblue/MSDS%20Adblue.pdf)

Link to diesel Safety Data sheet: <http://www.msds.bp.com.au/msds.aspx?msdsno=0002790-AU>



**Lockable cap and fill sight window on the Adblue tank**

**When filling tanks, do not over fill and contain any spillages and refer to your Company's procedure.**



## Entry and Exit Access to Chassis



Sample of optional features shown from a Dealership with the primemover's air supply lines, taps and electrical leads set up with a catwalk tread plate.

Operator injuries may occur during entering and exiting the chassis.

- Approach the vehicle by the safest route
- Check for traffic before climbing onto or off the vehicle and use an aide e.g. step ladder or platform to help gain access
- Ensure that there is enough room to conduct task
- Airlines and electrical leads connected and secured to and from the trailer.

Refer to Company policy for correct connection of airlines and auxiliary electrical cables/leads.



## Checks While Driving

Continuing checks while driving means safe driving habits:

- Always wear a seat belt
- Check steering feels normal
- Check auxiliary brake (exhaust/engine brake operation) operation
- Check the brakes are working correctly
- Regularly monitor the instrument panel for any warning lights and listen for audible alerts
- Ensure air tanks gauges maintain normal range
- Always obey speed limits and traffic regulations
- And always follow a fatigue management plan
- Use the steps and grab handles when cleaning the windscreen



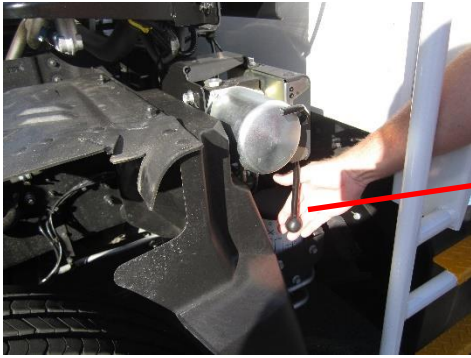
**Footsteps inserted above the bumper bar and grab handles below the windscreen enable an Operator to use three points of contact while cleaning the windscreen.**

## Additional Features and Information

### Cab Tilt

- Park brake applied
- Transmission is in neutral
- Doors are closed
- Lower bull bar (if equipped)
- Front bonnet is opened
- Ensure all loose items are removed from the cabin
- Ensure no one is in the sleeper berth
- Check above for power lines or obstacles and in front of the vehicle to ensure there is sufficient room to tilt the cabin
- Follow the instruction in the Owner's Manual
- All vehicles have an electrical override system for the cabin tilt, refer to Owner's Manual for details.





Electric cab tilting lever

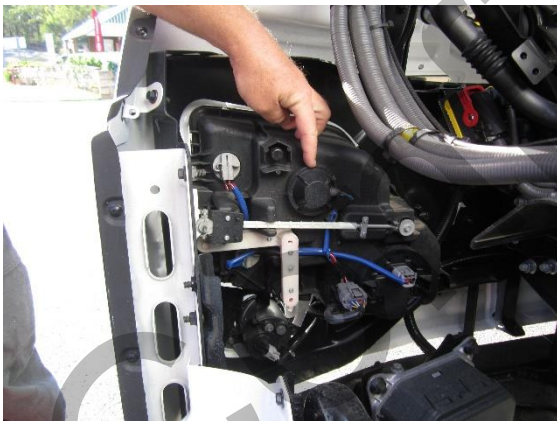
- Cab tilting lever



Cab tilt directional lever

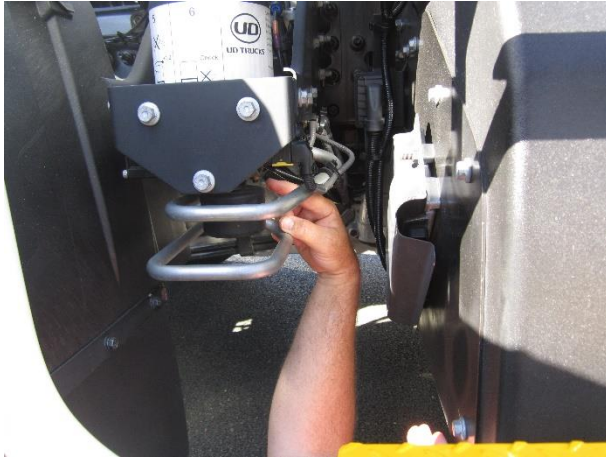
### Check Points

- Cabin filter can be accessed for cleaning when the grill is open
- Easy access to bulbs can be done with the cabin up

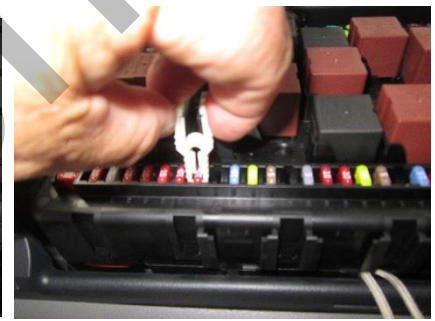
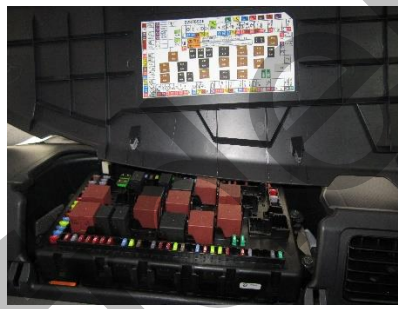


Pull the cabin filter outwards to clean or replace

- UD Trucks are fitted with an air drier to remove moisture, contamination and any foreign particles from the air system. It is recommended to manually drain the air tanks daily



- Fuse and relay location and replacement guide



## Responsibilities of the Owner/Driver

The Owner/Driver are responsible for ensuring that:

- The vehicle is serviced and maintained in accordance with UD Trucks warranty and service schedule
- Daily checks are carried out by the Driver
- If any faults, problems or failures occur they must be reported to the owner/supervisor or as per company policy/procedure and chain of responsibility requirements
- If any fault is found, and deemed a warrantable fault, the vehicle must be presented at an authorised UD Trucks dealer immediately
- If any fault is found to have caused an incident in which there has been a death or serious injury or illness of any person, UD Trucks must be notified immediately
- UD Trucks must comply with the Australian Standards and fitted with genuine or approved genuine manufactured parts therefore, can only warrant the use of genuine parts for any repair.

## Guidelines and Legislation

UD Trucks chassis-cab is manufactured and designed to comply with all applicable Australia Design Rules (ADR) at the time of manufacture. ADR compliance of the cab chassis manufactured by UD Trucks is granted by the Department of Infrastructure and Transport. Proof of compliance of an individual chassis is shown by a fitment of an ADR Identification (compliance plate).

Various regulations relating to the vehicle performance, equipment and safety have been issued by government organisations. These regulations include but are not limited to the Department of Infrastructure and Transport regulations. Other Federal, State, Territory and local regulations may also apply.

Second-Stage-of-Manufacturer (SSMM), body builders and motor carriers are responsible for knowing and complying with all regulations that may apply to the vehicle. A finished vehicle may also require devices that are not specified in the regulations. SSMM, body builders and motor carriers must determine what safety devices are necessary for the safe operation of the vehicle.

<b>11.5</b>	<b>LIST OF OCTOBER 2022 ACCOUNTS FOR PAYMENT AND AUTHORISATION</b>
<b>Location:</b>	Shire of Gnowangerup
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	11 November 2022
<b>Business Unit:</b>	Corporate and Community Services
<b>Responsible Officer:</b>	Cherie Delmage – Deputy Chief Executive Officer
<b>Author:</b>	Anrie van Zyl – Finance & Emergency Management Officer
<b>Disclosure of Interest:</b>	Nil

#### ATTACHMENTS

- List of Payments for October 2022

#### PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of October 2022.

#### BACKGROUND

Nil

#### COMMENTS

The List of Payments for October 2022 covering the period 01/10/2022 to 31/10/2022 is as follows:

<b>FUND</b>	<b>AMOUNT</b>
Municipal Fund	\$735,574.56
Credit Card	\$ 6,441.15
<b>TOTAL</b>	<b>\$742,015.71</b>

#### CONSULTATION

Nil

#### LEGAL AND STATUTORY REQUIREMENTS

*Local Government (Financial Management) Regulations 1996*

Regulation 12 states that:

- (1) *A payment may only be made from the municipal fund or the trust fund –*
  - (a) *if the local government has delegated to the CEO the exercise of its power to make payments from those funds – by the CEO; or*
  - (b) *otherwise, if the payment is authorised in advance by a resolution of the council.*

**POLICY IMPLICATIONS**

Purchasing Policy 4.1

Corporate Credit Card Policy 4.4

**FINANCIAL IMPLICATIONS**

All payments are in line with the Adopted Budget or have been approved by Council as a Budget Amendment.

**STRATEGIC IMPLICATIONS**

Strategic Community Plan

Theme: Our Organisation

Community Priority:

Forward planning and implementation of plans to achieve strategic priorities.

Action: Performance against commitments made.

**STRATEGIC RISK MANAGEMENT CONSIDERATIONS:**

<b>Strategic Risk Category</b>	Financial Sustainability
<b>Consequence Rating</b>	Catastrophic
<b>Likelihood Rating</b>	Unlikely
<b>Acceptance Rating</b>	Acceptable
<b>Risk Acceptance Criteria</b>	Risk Acceptable with adequate controls

**IMPACT ON CAPACITY**

Nil

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

Nil

**CONCLUSION**

That Council receive and approve the October 2022 List of Payments as per the Officer's Recommendation.

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION**

**Moved: Cr S Hmeljak**

**Seconded: Cr K O’Keeffe**

**1122.140 That Council:**

**Receives and approves the payment of accounts for October 2022 consisting of:**

- **EFT19098 – EFT19201 totalling \$594,827.78;**
- **Superannuation and Direct Deposits totalling \$140,746.78; and**
- **Corporate Credit Card totalling \$6,441.15**

**UNANIMOUSLY CARRIED: 7/0**



## Shire of Gnowangerup - List of Payments - October 2022

Chq/EFT	Date	Name	Description	Amount
EFT19202	06/10/2022	BEST OFFICE SYSTEMS	METER READING SES - C258 COPIER COLOUR	\$146.36
EFT19203	06/10/2022	POWELL SECURITY SERVICES	QUARTERLY SECURITY MONITORING - 24 HOUR COVERAGE - 01/10/2022 - 31/12/2022	\$100.10
EFT19204	06/10/2022	35 DEGREES SOUTH	FULL FEATURE SURVEY OF CORBETT ST (FROM RICHARDSON TO QUINN ST)	\$2,134.00
EFT19205	06/10/2022	ABA SECURITY	REPLACE FAULTY CAMERAS AS PER QUOTE	\$9,471.05
EFT19206	06/10/2022	AIR LIQUIDE	CYLINDER FEE - SMALL, MEDIUM & LARGE	\$111.21
EFT19207	06/10/2022	ALBANY RECORDS MANAGEMENT	SECURE BIN EXCHANGE - LARGE (RECORDS DESTRUCTIONS)	\$132.00
EFT19208	06/10/2022	ANNA MARIA VAN ZYL	REIMBURSEMENT TO A VAN ZYL FOR BUSHFIRE TRAINING LUNCH - 5 OCT 22	\$210.00
EFT19209	06/10/2022	ARMADILLO GROUP	HYDRALLIC HOSE	\$227.73
EFT19210	06/10/2022	ASSIST ENGINEERING	PROVIDE DESIGN AND DRAWINGS FOR PARK ROAD BRIDGE	\$7,920.00
EFT19211	06/10/2022	AUSQ TRAINING	BWTM & TC TRAINING TERRY GEE	\$2,298.00
EFT19212	06/10/2022	AUTOSMART (WA) SOUTH WEST & GREAT SOUTHERN	2 X SMALL NITRILE GLOVES	\$130.35
EFT19213	06/10/2022	BARTCO TRAFFIC EQUIPMENT PTY LTD	GPS/GSM BAND ANTENNA - PORTABLE TRAFFIC LIGHTS TRAILER	\$184.80
EFT19214	06/10/2022	BECKS TRANSPORT	FREIGHT FOR DEPOT - CUTTING EDGES TO DEPOT	\$355.92
EFT19215	06/10/2022	BEST OFFICE SYSTEMS	METER READINGS FOR COPIER RICOH IMC6000 COLOUR PHOTOCOPIER	\$858.54
EFT19216	06/10/2022	BGL SOLUTIONS	ANNUAL GARDEN FEES 2022/23 GRANULAR FERTILIZERS LIQUAD FERTILIZER BROADLEAF SPRAY INSECTICIDES WINTER & GUILDFORD GRASS HERBICIDE	\$12,375.42
EFT19217	06/10/2022	COLEMAN CONSULTING	FOLLOW UP ON CLAIM INFORMATION AS REQUIRED BY DRFAWA JULY 2022	\$765.00
EFT19218	06/10/2022	CORSIGN WA	TRAFFIC MANAGEMENT SIGNS	\$2,803.35
EFT19219	06/10/2022	CUTTING EDGES EQUIPMENT PARTS PTY LTD	GB7810 CUTTING EDGES 670G GRADER	\$2,810.28
EFT19220	06/10/2022	DA & KJ MURRAY	SEPTEMBER ACCOMODATION - LLEW WITHERS - EHO	\$480.00
EFT19221	06/10/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	LG ESL 22/23	\$4,092.00
EFT19222	06/10/2022	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	COTROLLED WASTE TRACKING FORM 6409254 - PLUEN HITZERT	\$44.00
EFT19223	06/10/2022	EASI FLEET PTY LTD	NOVATED LEASE - ROSEMARY JASPER	\$936.54

EFT19224	06/10/2022	GNOWANGERUP COMMUNITY RESOURCE CENTRE	STAFFING OF LIBRARY - SHIRE REIMBURSEMENT SEPTEMBER 22	\$1,108.03
EFT19225	06/10/2022	GNOWANGERUP FUEL SUPPLIES	FUEL SEPTEMBER GN00	\$701.51
EFT19226	06/10/2022	GNOWANGERUP SHIRE MEDICAL PRACTICE	SCOTT NEVILL - MEDICAL EXAMINATION	\$300.00
EFT19227	06/10/2022	GNOWANGERUP SPORTING COMPLEX	2022/23 OPERATIONAL ASSISTANCE GRANT ALLOCATION	\$17,946.50
EFT19228	06/10/2022	GNP HARDWARE	ATOMIC WHEAT BOOTS - CRAIG WILTON	\$293.50
EFT19229	06/10/2022	GREAT SOUTHERN GEOTECHNICS	PSD TEST - KWOBURUP RD	\$624.25
EFT19230	06/10/2022	MAJOR MOTORS PTY LTD	REPLACEMENT TURBO AND ASSOCIATED PARTS AS PER QUOTE	\$3,266.29
EFT19231	06/10/2022	MESSAGEMEDIA	MESSAGING OUTBOUND - 828 MESSAGES	\$136.62
EFT19232	06/10/2022	OFFICEWORKS	OFFICE FURNITURE FOR REDESIGN OF RECEPTION	\$993.39
EFT19233	06/10/2022	OLIVIA LETTER	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK RENEWAL - SOPHIE WINTER	\$87.00
EFT19234	06/10/2022	OLUMAYOKUN OLUYEDE	ANNUAL CASH CONTRIBUTION TO MEDICAL CENTRE 2022/23	\$13,750.00
EFT19235	06/10/2022	ONGERUP CARAVAN PARK	ONGERUP CARAVAN PARK REFUND FOR DUPLICATE LICENCE FEE PAID	\$200.00
EFT19236	06/10/2022	ONGERUP PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION	2022/23 COMMUNITY GRANT - TIME CAPSULE OPENING	\$500.00
EFT19237	06/10/2022	ONGERUP TYRES & AUTOMOTIVE	GN0048 FIT TWO TYRES	\$76.00
EFT19238	06/10/2022	ONLINE SAFETY SYSTEMS PTY LTD	MEMBERSHIP - SEPTEMBER 2022	\$632.50
EFT19239	06/10/2022	QHSE INTEGRATED SOLUTIONS PTY LTD	SKYTRUST INTELLIGENCE SYSTEM - ANNUAL LICENCE FEE 2022/23	\$603.90
EFT19240	06/10/2022	RAY FORD SIGNS	2 X DANGER SIGNS	\$527.34
EFT19241	06/10/2022	SOIL SOLUTIONS PTY LTD	SUPPLY & DELIVER 50 TONNES WHITE COURSE SAND FOR SOFTFALL	\$2,433.00
EFT19242	06/10/2022	SOLUTIONS IT	NOTEBOOK LAPTOPS	\$10,312.98
EFT19243	06/10/2022	THE HORSEPOWER HIGHWAY MANAGEMENT GROUP INC	2022/23 COMMUNITY GRANT	\$5,000.00
EFT19244	06/10/2022	TOLL TRANSPORT PTY LTD	FREIGHT FOR ONGERUP LIBRARY	\$93.13
EFT19245	06/10/2022	WA CONTRACT RANGER SERVICES	RANGER SERVICES YEARLY FEES 2022/23 ONE ROSTERED DAY A WEEK	\$3,267.00
EFT19246	06/10/2022	WA TRAFFIC PLANNING	TRAFFIC MANAGEMENT PLAN - MINDARABIN RD	\$715.00
EFT19247	06/10/2022	WARREN BLACKWOOD WASTE	240L BINS RECYCLING PICK UP - NOV 22	\$11,077.38
EFT19248	06/10/2022	WINC. (WORK INCORPORATED)	STATIONERY ORDER - OCTOBER 2022 - BORDEN PUBLIC TOILETS	\$571.07
EFT19249	06/10/2022	WITHERS & ASSOCIATES PTY LTD	ANNUAL COST 2022/23 FOR EHO - LLEW WITHERS	\$7,263.85
EFT19250	14/10/2022	GALLERY WORKS	FRAMING 2 PHOTOS COUNCILLORS	\$440.00

EFT19251	19/10/2022 ADMIN SOCIAL CLUB	Payroll deductions	\$110.00
EFT19252	19/10/2022 BLACK AND GOLD SOCIAL CLUB	Payroll deductions	\$120.00
EFT19253	19/10/2022 LGRCEU	Payroll deductions	\$132.00
EFT19254	20/10/2022 35 DEGREES SOUTH	SURVEY - PLAYGROUND	\$1,650.00
EFT19255	20/10/2022 AA CONTRACTORS	2 WEEKS (90 HRS) CONTRACT GRADING (RATES AS PER RFT2023-1)	\$15,100.80
EFT19256	20/10/2022 AFGRI EQUIPMENT AUSTRALIA PTY LTD	LEVEL SENSOR WIRING HARNESS	\$1,957.59
EFT19257	20/10/2022 ALBANY YOUTH SUPPORT ASSOCIATION	CONTRIBUTION FOR NORTHERN INITIATIVE RE YOUTH WORKERS - 2022-2023	\$2,000.00
EFT19258	20/10/2022 AUSTRALIA POST	SUPPLY COSTS FOR SEPT 22	\$148.18
EFT19259	20/10/2022 BEST OFFICE SYSTEMS	NEW LEXMARK M3250 PRINTER	\$1,622.90
EFT19260	20/10/2022 BUNNINGS ALBANY	ONE PACK OF STRAIGHT NAIL BRAD	\$53.60
EFT19261	20/10/2022 CEMETERIES & CREMATORIA ASSOCIATION OF WA	CCAWA ANNUAL MEMBERSHIP FEES 22/23	\$125.00
EFT19262	20/10/2022 CHERIE MAY DELMAGE	STAFF REIMBURSEMENT - CHERIE DELMAGE - CORE INTERNET COSTS	\$80.00
EFT19263	20/10/2022 CITY OF ALBANY	SPYDUS SUBSCRIPTION 22/23 GNOWANGERUP	\$4,529.80
EFT19264	20/10/2022 CORSIGN WA	FPV6100 - DURAFLEX GUIDE POST	\$1,540.00
EFT19265	20/10/2022 CRISTY BURNE	CRISTY JANE BURNE AUTHOR VISIT	\$950.00
EFT19266	20/10/2022 DEPARTMENT OF AGRICULTURE & FOOD WA	HARD COPY OF MAP - RURAL PROPERTIES >A0	\$674.00
EFT19267	20/10/2022 EDWARDS ISUZU & KATANNING MAZDA	OIL 5L,OIL FILTER AIR FILTER	\$169.85
EFT19268	20/10/2022 EFTSURE PTY LTD	MONTHLY SERVICE FEE - FOR FINANCIAL YEAR 2022/23 - SEPT 22	\$836.00
EFT19269	20/10/2022 G & M DETERGENTS	HYGIENE BIN AND MAT SERVICE	\$2,265.00
EFT19270	20/10/2022 GNOWANGERUP FUEL SUPPLIES	FUEL FOR GNOWANGERUP SES	\$1,249.47
EFT19271	20/10/2022 GNOWANGERUP IGA	REFRESHMENTS	\$577.11
EFT19272	20/10/2022 GNOWANGERUP VOLUNTEER SES UNIT INC	TRAINING FOR INTRODUCTION TO FIRE FIGHTING COURSE - CATERING	\$61.66
EFT19273	20/10/2022 GNP HARDWARE	2 X GYMPIE HAMMERS, 8M TAPE, CABLE TIES	\$464.31
EFT19274	20/10/2022 GREAT SOUTHERN GEOTECHNICS	CBR 4 DAY SOAKED - MOIR PIT	\$1,012.00
EFT19275	20/10/2022 GREAT SOUTHERN TOYOTA	FILTERS AND OIL FOR 110K SERVICE	\$188.74
EFT19276	20/10/2022 KLEENHEAT GAS	45KG VAP CYL - ONGERUP TOWM HALL	\$187.00
EFT19277	20/10/2022 LGISWA	BUSH FIRE INSURANCE GEN	\$156,777.73

EFT19278	20/10/2022 MC CIVIL CONTRACTORS	RFT 2023-2 KWOBURUP ROAD: PAVEMENT CONSTRUCTION INCL. SHOULDER REHAB, VEG CLEARING, INSTALLATION OF OFFSHOOT DRAINS, CULVERT & DRAIN WIDENING - CLAIM 2	\$218,271.28
EFT19279	20/10/2022 NUTRIEN AG SOLUTIONS	URAGAN BROMACIL - TREE BORDEN BREMER BAY ROAD	\$566.50
EFT19280	20/10/2022 OFFICEWORKS	IPHONE 13 PRO & CASE FOR NEW CEO	\$2,864.04
EFT19281	20/10/2022 ONGERUP FARM SUPPLIES	1 X CASE - CORONA @ \$66.00; 1 X CASE - GREAT NORTHERN @ \$64.00	\$130.00
EFT19282	20/10/2022 POOL ROBOTICS PERTH	DOLPHON WAVE 100 WA - ROBOTIC POOL CLEANER	\$6,694.61
EFT19283	20/10/2022 QUREMED PTY LTD	SERVICING OF OXY VIVA GNOWANGERUP MEDICAL PRACTICE	\$271.47
EFT19284	20/10/2022 RM CONTRACTING & CIVIL	4 DAYS GRADING	\$8,426.00
EFT19285	20/10/2022 SADLERS BUTCHERS	DINNER FOR COUNCILLOR & EXECUTIVE WORKSHOP 14 SEPTEMBER 2022 ROAST MEAT (TWO TYPES) PLUS VEGIES FOR 12 PEOPLE PICK UP 4:30PM ESTIMATED VALUE	\$789.50
EFT19286	20/10/2022 SARAH HENNING	STAFF REIMBURSEMENT - SARAH HENNING - PRE-EMPLOYMENT MEDICAL	\$249.00
EFT19287	20/10/2022 SCOTT JOHN NEVILL	STAFF REIMBURSEMENT - SCOTT NEVILL - POLICE CHECK	\$49.90
EFT19288	20/10/2022 SHIRE OF CRANBROOK	CONTRIBUTION TOWARDS CESM - JUL 22 - SEPT 22	\$4,229.90
EFT19289	20/10/2022 SOLUTIONS IT	ANNUAL FEE 2022/23 FOR ONSITE VISITS (1 PER MONTH)	\$935.00
EFT19290	20/10/2022 SOUTHWAY PETROLEUM AND PAINT SERVICES	INVESTIGATE/REPAIR NOISY PUMP AND NO FLOW FROM BOTH OUTLETS	\$2,209.52
EFT19291	20/10/2022 SUPERLOOP (OPERATIONS) PTY LTD	FIXED WIRELESS COST FOR YEAR 2022/23	\$1.10
EFT19292	20/10/2022 THE BOTTLE-O NORTH ROAD	6 BOTTLES OF SHAW & SMITH SB	\$174.35
EFT19293	20/10/2022 THE HORSEPOWER HIGHWAY MANAGEMENT GROUP INC	CONTRIBUTION TO MENTAL HEALTH WEEK EVENT	\$1,250.00
EFT19294	20/10/2022 TOLL TRANSPORT PTY LTD	FREIGHT FROM WINC	\$182.38
EFT19295	20/10/2022 WA CONTRACT RANGER SERVICES	RANGER SERVICES YEARLY FEES 2022/23 ONE ROSTERED DAY A WEEK	\$1,782.00
EFT19296	20/10/2022 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	2022 WALGA LG CONVENTION 2 TO 4 OCTOBER 2022 BOB JARVIS	\$1,696.00
EFT19297	20/10/2022 WINC. (WORK INCORPORATED)	LANYARDS FOR TIP PASSES	\$241.10
EFT19298	20/10/2022 WREN OIL	OIL WASTE DISPOSAL ADMIN & COMPLIANCE FEES	\$16.50
EFT19299	20/10/2022 YONGERGNOW AUSTRALIAN MALLEEFOWL CENTRE	FCO TRAINING - ROOM HIRE + LUNCH - 11 OCTOBER 2022	\$108.00
EFT19300	20/10/2022 YONGERGNOW-ONGERUP COMMUNITY RESOURCE CENTRE	ONGERUP LIBRARY FEES JULY 21-JUNE 22	\$17,600.00

DD5355.2	01/10/2022	DEPARTMENT OF TRANSPORT	12 MONTH LICENCE RENEWAL FEE - SES - GN.10906	\$468.35
DD5389.2	01/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$492.25
DD5393.1	02/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$648.40
DD5395.2	05/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$826.25
DD5399.1	06/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$163.50
DD5403.1	07/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$713.50
DD5405.1	09/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$1,639.60
DD5430.1	01/10/2022	BENDIGO COMMUNITY BANK	BANK FEES	\$389.40
DD5432.1	03/10/2022	BENDIGO COMMUNITY BANK	BANK FEES	\$557.20
DD5432.2	03/10/2022	SYNERGY	SUPPLY PERIOD 60 DAYS	\$921.13
DD5432.3	30/10/2022	SYNERGY	SUPPLY PERIOD 60 DAYS	\$142.68
DD5432.4	03/10/2022	WESTNET	BASIC WEB HOSTING RECURRING 31/08/22-31/08/2023	\$412.83
DD5432.5	03/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$13,227.25
DD5434.1	04/10/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN #278 INTEREST PAYMENT	\$10,046.56
DD5434.2	04/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$570.45
DD5436.1	05/10/2022	HOUSING AUTHORITY	RENT FOR MOW	\$480.00
DD5436.2	05/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$5,179.65
DD5439.1	06/10/2022	TELSTRA	SUPPLY GHARGES - CEO MOBILE PHONE	\$1,072.05
DD5443.1	06/10/2022	SYNERGY	SUPPLY PERIOD 56 DAYS	\$1,554.53
DD5443.2	06/10/2022	WATER CORPORATION	USAGE AND SERVICE CHARGES	\$1,583.78
DD5443.3	06/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$5,446.80
DD5443.4	06/10/2022	BENDIGO COMMUNITY BANK	BANK FEES	\$7.20
DD5445.1	10/10/2022	BENDIGO COMMUNITY BANK	BANK FEES	\$4.00
DD5445.2	10/10/2022	WATER CORPORATION	WATER USAGE AND SERVICE CHARGES	\$511.97
DD5445.3	10/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$2,339.30
DD5447.1	11/10/2022	WATER CORPORATION	WATER USAGE AND SERVICE CHARGES	\$2,715.63
DD5447.2	11/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$66.75
DD5449.1	12/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$11,116.60
DD5449.2	12/10/2022	SYNERGY	SUPPLY PERIOD 56 DAYS	\$419.40
DD5453.1	12/10/2022	AWARE SUPER	Payroll deductions	\$6,621.45

DD5453.2	12/10/2022 AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	\$217.81
DD5453.3	12/10/2022 THE TRUSTEE FOR MLC SUPER FUND	Superannuation contributions	\$73.48
DD5453.4	12/10/2022 WALGS PLAN	Payroll deductions	\$289.43
DD5453.5	12/10/2022 WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Payroll deductions	\$871.46
DD5453.6	12/10/2022 CARE SUPER	Superannuation contributions	\$679.44
DD5453.7	12/10/2022 AUSTRALIAN SUPER	Superannuation contributions	\$2,620.68
DD5453.8	12/10/2022 BENDIGO SMARTOPTIONS SUPER	Superannuation contributions	\$107.04
DD5453.9	12/10/2022 THE PIPA SUPER FUND	Superannuation contributions	\$580.26
DD5455.1	13/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$757.00
DD5455.2	13/10/2022 BENDIGO COMMUNITY BANK	BANK FEES	\$6.00
DD5457.1	14/10/2022 BENDIGO COMMUNITY BANK	ACCOMMODATION FOR WA LOCAL GOVERNMENT CONVENTION FOR CR F GAZE	\$6,441.15
DD5457.2	14/10/2022 WATER CORPORATION	WATER USAGE AND SERVICE CHARGES	\$95.63
DD5457.3	14/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$674.95
DD5459.1	17/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$740.80
DD5459.2	17/10/2022 BENDIGO COMMUNITY BANK	BANK FEES	\$0.15
DD5464.1	24/10/2022 DEPARTMENT OF TRANSPORT	FASTFILL TRAILER - GNP FIRE BRIGADE GN.17000	\$49.70
DD5464.2	20/10/2022 TELSTRA	SERVICE CHARGES SEPT 22	\$114.99
DD5466.1	18/10/2022 BENDIGO COMMUNITY BANK	BANK FEES	\$4.00
DD5466.2	18/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$402.80
DD5466.3	18/10/2022 3E ADVANTAGE PTY LIMITED	PHOTOCOPIER LEASE	\$418.00
DD5469.1	19/10/2022 HOUSING AUTHORITY	RENT FOR MOW	\$480.00
DD5469.2	19/10/2022 BENDIGO COMMUNITY BANK	BANK FEES	\$0.45
DD5469.3	19/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$2,296.05
DD5471.1	20/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$6,799.20
DD5471.2	20/10/2022 BENDIGO COMMUNITY BANK	BANK FEES	\$7.05
DD5473.1	21/10/2022 BENDIGO COMMUNITY BANK	BANK CONFIRMATION FEE	\$30.00
DD5473.2	21/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$3,037.90
DD5473.3	21/10/2022 FINES ENFORCEMENT REGISTRY	FINES ENFORCEMENT FP-DD-2210210002	\$243.00
DD5475.1	24/10/2022 SYNERGY	SUPPLY PERIOD 31 DAYS	\$3,986.27
DD5475.2	24/10/2022 BENDIGO COMMUNITY BANK	BANK FEES	\$4.00
DD5475.3	24/10/2022 DEPARTMENT OF TRANSPORT	DOT LICENSING	\$1,211.30

DD5477.1	25/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$1,229.35
DD5479.1	26/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$4,065.45
DD5481.1	26/10/2022	AWARE SUPER	Payroll deductions	\$6,747.26
DD5481.2	26/10/2022	AUSTRALIAN RETIREMENT TRUST	Superannuation contributions	\$246.80
DD5481.3	26/10/2022	THE TRUSTEE FOR MLC SUPER FUND	Superannuation contributions	\$162.80
DD5481.4	26/10/2022	WALGS PLAN	Payroll deductions	\$289.43
DD5481.5	26/10/2022	WEALTH PERSONAL SUPERANNUATION AND PENSION FUND	Payroll deductions	\$871.46
DD5481.6	26/10/2022	CARE SUPER	Superannuation contributions	\$679.44
DD5481.7	26/10/2022	AUSTRALIAN SUPER	Superannuation contributions	\$3,009.08
DD5481.8	26/10/2022	BENDIGO SMARTOPTIONS SUPER	Superannuation contributions	\$110.84
DD5481.9	26/10/2022	THE PIPA SUPER FUND	Superannuation contributions	\$581.42
DD5483.1	27/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$16,118.05
DD5483.2	27/10/2022	BENDIGO COMMUNITY BANK	BANK FEES	\$6.00
DD5485.1	28/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$30.50
DD5485.2	28/10/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	ONGERUP BOWLING CLUB INTEREST LOAN 283	\$367.53
DD5487.1	31/10/2022	BENDIGO COMMUNITY BANK	BANK FEES	\$4.00
DD5487.2	31/10/2022	DEPARTMENT OF TRANSPORT	DOT LICENSING	\$811.35
DD5489.1	03/10/2022	SYNERGY	SUPPLY TO CEO HOUSE TO BE REIMBURSED	\$268.76
DD5493.2	31/10/2022	TELSTRA	BOB JARVIS MOBILE PHONE	\$646.99
DD5505.1	20/10/2022	TELSTRA	SUPPLY COSTS - EFTPOS MACHINE	\$55.00
DD5453.10	12/10/2022	ANZ SMART CHOICE SUPER	Superannuation contributions	\$109.19
DD5453.11	12/10/2022	PRIME SUPER	Superannuation contributions	\$61.81
DD5453.12	12/10/2022	SPIRIT SUPER	Superannuation contributions	\$263.08
DD5481.10	26/10/2022	ANZ SMART CHOICE SUPER	Superannuation contributions	\$109.19
DD5481.11	26/10/2022	PRIME SUPER	Superannuation contributions	\$61.81
DD5481.12	26/10/2022	SPIRIT SUPER	Superannuation contributions	\$261.74
				<b>\$140,746.78</b>

Breakdown of Credit Card Expenditure

DWER	Native Vegetation Clearing Permit	\$400.00
Crown Perth	Accommodation for WA LG Convention Cr Gaze	\$2,345.77
Crown Perth	Accommodation for WA LG Convention Cr O'Keeffe	\$1,500.65

Crown Perth	Accommodation for WA LG Convention Cr Stewart	\$1,877.83
EG Group Joondalup	Fuel Gn00	\$57.45
EG Group Joondalup	Fuel GN00	\$56.43
EG Group Joondalup	Fuel GN00	\$61.93
Vibe Gidgegannup	Fuel GN001	\$81.94
Puma York	Fuel GN001	\$51.15
Bank Fees	Credit Card	\$8.00
		<b>\$6,441.15</b>
		<b>\$742,015.71</b>



## 11.6 OCTOBER 2022 MONTHLY FINANCIAL STATEMENTS

<b>Location:</b>	Shire of Gnowangerup
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	11 October 2022
<b>Business Unit:</b>	Corporate and Community Services
<b>Officer:</b>	Darren Long – Finance Consultant
<b>Disclosure of Interest:</b>	Nil

### ATTACHMENTS

October Monthly Financial Statements for the period of 01/10/2022 to 31/10/2022; and

- Statement of Financial Activity
- Report on Material Differences
- Comprehensive Income by Program and Nature & Type
- Statement of Cash Flows
- Current Assets and Liabilities

### PURPOSE OF THE REPORT

For Council to receive the October Monthly Financial Statements for the period of 01/10/2022 to 31/10/2022.

### BACKGROUND

Nil

### COMMENTS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month.

### CONSULTATION

Nil

### LEGAL AND STATUTORY REQUIREMENTS

*Local Government (Financial Management) Regulations 1996*

### POLICY IMPLICATIONS

There are no Policy Implications at the time of writing this report.

### FINANCIAL IMPLICATIONS

There are no Financial Implications at the time of writing this report.

**STRATEGIC IMPLICATIONS**

Strategic Community Plan

Theme: Our Organisation

Community Priority:

Forward planning and implementation of plans to achieve strategic priorities.

Action: Performance against commitments made.

**STRATEGIC RISK MANAGEMENT CONSIDERATIONS:**

<b>Strategic Risk Category</b>	Financial Sustainability
<b>Consequence Rating</b>	Catastrophic
<b>Likelihood Rating</b>	Unlikely
<b>Acceptance Rating</b>	Acceptable
<b>Risk Acceptance Criteria</b>	Risk Acceptable with adequate controls

**IMPACT ON CAPACITY**

Nil

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

Nil

**CONCLUSION**

The presentation of the Monthly Financial Statements is a legislative requirement that is presented as a standard item in the Ordinary Council Meeting (OCM) Agenda.

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION**

**Moved: Cr R O’Meehan**

**Seconded: Cr M Creagh**

**1122.141 That Council:**

**Receives the Monthly Financial Statements for the month of October 2022.**

**UNANIMOUSLY CARRIED: 7/0**

*Heart of the Stirling*



**SHIRE OF GNOWANGERUP**  
BORDEN GNOWANGERUP ONGERUP

**MONTHLY FINANCIAL REPORT**

**31 OCTOBER 2022**

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**SHIRE OF GNOWANGERUP**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	NOTES	2022-23 ANNUAL BUDGET	2022-23 YTD ACTUAL
<b>EXPENDITURE (Excluding Finance Costs)</b>		<b>\$</b>	<b>\$</b>
General Purpose Funding		(110,280)	(24,352)
Governance		(961,258)	(287,863)
Law, Order, Public Safety		(437,902)	(105,045)
Health		(355,241)	(75,594)
Education and Welfare		(30,363)	(8,733)
Housing		(33,409)	(4,699)
Community Amenities		(644,240)	(140,197)
Recreation and Culture		(1,689,363)	(303,105)
Transport		(3,310,601)	(546,041)
Economic Services		(121,840)	(27,107)
Other Property and Services		(540,555)	(262,818)
		(8,235,051)	(1,785,554)
<b>REVENUE</b>			
General Purpose Funding		4,336,491	4,278,622
Governance		3,000	1,000
Law, Order, Public Safety		95,370	59,200
Health		900	704
Education and Welfare		11,200	0
Housing		94,028	29,477
Community Amenities		304,222	297,913
Recreation and Culture		24,975	2,518
Transport		969,097	1,112,765
Economic Services		17,090	1,899
Other Property & Services		90,541	52,287
		5,946,914	5,836,386
	<i>Increase(Decrease)</i>	(2,288,137)	4,050,832
<b>FINANCE COSTS</b>			
Housing		(4,840)	(2,493)
Recreation & Culture		(12,543)	(785)
Other Property & Services		(475)	(91)
Total Finance Costs		(17,858)	(3,369)
<b>NON-OPERATING REVENUE</b>			
Housing		266,666	0
Recreation & Culture		522,000	0
Transport		1,389,490	155,600
Economic Services		107,416	0
Other Property & Services		80,000	0
Total Non-Operating Revenue		2,365,572	155,600
<b>PROFIT/(LOSS) ON SALE OF ASSETS</b>			
Transport Profit		0	0
Transport Loss		0	0
Total Profit/(Loss)		0	0
<b>NET RESULT</b>		59,577	4,203,063
<b>Other Comprehensive Income</b>			
Changes on revaluation of non-current assets		0	0
Total Abnormal Items		0	0
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>59,577</b>	<b>4,203,063</b>

**SHIRE OF GNOWANGERUP**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE/TYPE**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	<b>2022-23 BUDGET</b>	<b>2022-23 ACTUAL</b>
<b>Expenses</b>		
Employee Costs	(2,736,458)	(842,857)
Materials and Contracts	(2,251,127)	(495,889)
Utility Charges	(186,258)	(44,980)
Depreciation on Non-Current Assets	(2,348,139)	0
Interest Expenses	(18,323)	(3,369)
Insurance Expenses	(289,946)	(286,247)
Other Expenditure	(422,658)	(115,581)
	<b>(8,252,909)</b>	<b>(1,788,923)</b>
<b>Revenue</b>		
Rates	4,315,060	4,330,653
Operating Grants, Subsidies and Contributions	420,329	420,022
Fees and Charges	321,911	175,448
Service Charges	0	0
Interest Earnings	26,200	23,125
Other Revenue	863,414	887,136
	<b>5,946,914</b>	<b>5,836,386</b>
	<b>(2,305,995)</b>	<b>4,047,463</b>
Non-Operating Grants, Subsidies & Contributions	2,365,572	155,600
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0
Profit on Asset Disposals	0	0
Loss on Asset Disposals	0	0
	<b>2,365,572</b>	<b>155,600</b>
<b>Net Result</b>	<b>59,577</b>	<b>4,203,063</b>
<b>Other Comprehensive Income</b>		
Changes on revaluation of non-current assets	0	0
<b>Total Other Comprehensive Income</b>	<b>0</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>59,577</b>	<b>4,203,063</b>

**SHIRE OF GNOWANGERUP**  
**FINANCIAL ACTIVITY STATEMENT BY NATURE/TYPE**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET (a)	2022-23 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VARIANCE
<b>OPERATING REVENUE</b>	\$	\$	\$			
Exgratia Rates & Specified Area Rates	218,947	218,947	226,753	Within Threshold	Within Threshold	
Operating Grants, Subsidies and Contributions	420,329	253,240	420,022	166,782	66%	▲
Fees and Charges	321,911	177,993	175,448	Within Threshold	Within Threshold	
Interest Earnings	26,200	15,176	23,125	Within Threshold	52%	
Other Revenue	863,414	825,551	887,136	61,585	Within Threshold	
Profit on disposal of assets	0	0				
	<b>1,850,801</b>	<b>1,490,907</b>	<b>1,732,486</b>			
<b>LESS OPERATING EXPENDITURE</b>						
Employee Costs	(2,736,458)	(866,132)	(842,857)	23,275	Within Threshold	
Materials and Contracts	(2,251,127)	(686,055)	(495,889)	190,167	(28%)	
Utility Charges	(186,258)	(62,068)	(44,980)	17,088	(28%)	
Depreciation on Non-Current Assets	(2,348,139)	(782,400)	0	782,400	(100%)	
Interest Expenses	(18,323)	(3,436)	(3,369)	Within Threshold	Within Threshold	
Insurance Expenses	(289,946)	(288,311)	(286,247)	Within Threshold	Within Threshold	
Loss on disposal of assets	0	0	0	Within Threshold	0%	
Other Expenditure	(422,658)	(170,214)	(115,581)	54,633	(32%)	
	<b>(8,252,909)</b>	<b>(2,858,616)</b>	<b>(1,788,923)</b>			
<i>Increase(Decrease)</i>	<b>(6,402,108)</b>	<b>(1,367,709)</b>	<b>(56,437)</b>			
<b>ITEMS EXCLUDED FROM OPERATIONS</b>						
Movement in Employee Benefits (Non-current)	75,612	0	0	Within Threshold	0%	
Movement in Deferred Pensioners (Non-current)	0	0	0	Within Threshold	0%	
Movement in SS Loan (Non-current)	0	0	0	Within Threshold	0%	
Movement in LG House Unit Trust	0	0	0	Within Threshold	0%	
Loss on the disposal of assets	0	0	0	Within Threshold	0%	
(Profit) on the disposal of assets	0	0	0	Within Threshold	0%	
Depreciation Written Back	2,348,139	782,400	0	(782,400)	(100%)	▼
	<b>2,423,751</b>	<b>782,400</b>	<b>0</b>			
<i>Sub Total</i>	<b>(3,978,357)</b>	<b>(585,309)</b>	<b>(56,437)</b>			
<b>INVESTING ACTIVITIES</b>						
Purchase Buildings	(923,917)	(25,500)	(23,275)	Within Threshold	Within Threshold	
Purchase Plant and Equipment	(857,500)	(5,500)	(16,345)	(10,845)	197%	
Purchase Furniture and Equipment	(7,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Roads	(1,948,792)	(369,448)	(459,007)	(89,559)	24%	
Infrastructure Assets - Footpaths	(50,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Aerodromes	(333,050)	0	0	Within Threshold	0%	
Infrastructure Assets - Drainage	(5,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Sewerage	(20,000)	0	(49)	Within Threshold	0%	
Infrastructure Assets - Parks & Ovals	(3,671)	(3,671)	0	Within Threshold	(100%)	
Infrastructure Assets - Other	(147,425)	(18,000)	(22,417)	Within Threshold	(25%)	
Proceeds from Sale of Assets	240,000	0	0	Within Threshold	0%	
Contributions for the Development of Assets	2,365,572	332,640	155,600	(177,040)	(53%)	▼
<b>Amount Attributable to Investing Activities</b>	<b>(1,690,783)</b>	<b>(89,479)</b>	<b>(365,493)</b>			
<b>FINANCING ACTIVITIES</b>						
Repayment of Debt - Loan Principal	(103,381)	(28,987)	(28,987)	Within Threshold	Within Threshold	
Repayment of Debt - Finance Lease	(4,360)	(1,453)	(1,429)	Within Threshold	Within Threshold	
Self Supporting Loan Principal Income	5,477	0	0	Within Threshold	0%	
Transfer to Reserves	(525,378)	(167)	(4,190)	Within Threshold	(2415%)	
Transfer from Reserves	110,000	0	0	Within Threshold	0%	
	<b>(517,642)</b>	<b>(30,606)</b>	<b>(34,606)</b>			
Plus Rounding						
<i>Sub Total</i>	<b>(6,186,782)</b>	<b>(705,395)</b>	<b>(456,535)</b>			
<b>FUNDING FROM</b>						
Estimated Opening Surplus at 1 July	2,090,669	2,090,669	3,003,064	912,395	44%	▲
Amount Raised from General Rates	4,096,113	4,096,113	4,103,900	7,787	Within Threshold	
Closing Funds	0	0	0	Within Threshold	0%	
	<b>6,186,782</b>	<b>6,186,782</b>	<b>7,106,964</b>			
<b>NET SURPLUS/(DEFICIT)</b>	<b>(0)</b>	<b>5,481,387</b>	<b>6,650,428</b>			

**SHIRE OF GNOWANGERUP**  
**FINANCIAL ACTIVITY STATEMENT BY PROGRAM**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	2022-23 ANNUAL BUDGET	2022-23 YTD BUDGET (a)	2022-23 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)	VARIANCE
<b>OPERATING REVENUE</b>	\$	\$	\$			
General Purpose Funding	240,378	110,889	174,722	63,833	58%	▲
Governance	3,000	0	1,000	Within Threshold	0%	
Law, Order Public Safety	95,370	47,327	59,200	11,873	25%	▲
Health	900	100	704	Within Threshold	604%	
Education and Welfare	11,200	3,732	0	Within Threshold	(100%)	
Housing	94,028	31,330	29,477	Within Threshold	Within Threshold	
Community Amenities	304,222	294,402	297,913	Within Threshold	Within Threshold	
Recreation and Culture	24,975	1,534	2,518	Within Threshold	64%	
Transport	969,097	969,042	1,112,765	143,723	15%	▲
Economic Services	17,090	1,385	1,899	Within Threshold	37%	
Other Property and Services	90,541	31,532	52,287	20,754	66%	▲
	<b>1,850,801</b>	<b>1,491,274</b>	<b>1,732,486</b>			
<b>LESS OPERATING EXPENDITURE</b>						
General Purpose Funding	(110,280)	(32,150)	(24,352)	Within Threshold	(24%)	
Governance	(961,258)	(353,117)	(287,863)	65,254	(18%)	
Law, Order, Public Safety	(437,902)	(151,846)	(105,045)	46,800	(31%)	
Health	(355,241)	(103,593)	(75,594)	27,999	(27%)	
Education and Welfare	(30,363)	(9,299)	(8,733)	Within Threshold	Within Threshold	
Housing	(38,249)	(15,631)	(7,192)	Within Threshold	(54%)	
Community Amenities	(644,240)	(232,184)	(140,197)	91,987	(40%)	
Recreation and Culture	(1,701,906)	(606,537)	(303,890)	302,647	(50%)	
Transport	(3,310,601)	(1,069,844)	(546,041)	523,802	(49%)	
Economic Services	(121,840)	(33,186)	(27,107)	Within Threshold	(18%)	
Other Property & Services	(541,030)	(251,230)	(262,909)	(11,679)	Within Threshold	
	<b>(8,252,909)</b>	<b>(2,858,616)</b>	<b>(1,788,923)</b>			
<i>Increase/Decrease</i>	<b>(6,402,108)</b>	<b>(1,367,342)</b>	<b>(56,437)</b>			
<b>ITEMS EXCLUDED FROM OPERATIONS</b>						
Movement in Employee Benefits (Non-current)	75,612	0	0	Within Threshold	0%	
Loss on the disposal of assets	0	0	0	Within Threshold	0%	
(Profit) on the disposal of assets	0	0	0	Within Threshold	0%	
Depreciation Written Back	2,348,139	782,400	0	(782,400)	(100%)	▼
	<b>2,423,751</b>	<b>782,400</b>	<b>0</b>			
<i>Sub Total</i>	<b>(3,978,357)</b>	<b>(584,942)</b>	<b>(56,437)</b>			
<b>INVESTING ACTIVITIES</b>						
Purchase Buildings	(923,917)	(25,500)	(23,275)	Within Threshold	Within Threshold	
Purchase Plant and Equipment	(857,500)	(5,500)	(16,345)	(10,845)	197%	
Purchase Furniture and Equipment	(7,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Roads	(1,948,792)	(369,448)	(459,007)	(89,559)	24%	
Infrastructure Assets - Footpaths	(50,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Aerodromes	(333,050)	0	0	Within Threshold	0%	
Infrastructure Assets - Drainage	(5,000)	0	0	Within Threshold	0%	
Infrastructure Assets - Sewerage	(20,000)	0	(49)	Within Threshold	0%	
Infrastructure Assets - Parks & Ovals	(3,671)	(3,671)	0	Within Threshold	(100%)	
Infrastructure Assets - Other	(147,425)	(18,000)	(22,417)	Within Threshold	25%	
Proceeds from Sale of Assets	240,000	0	0	Within Threshold	0%	
Contributions for the Development of Assets	2,365,572	332,640	155,600	(177,040)	(53%)	▼
<b>Amount Attributable to Investing Activities</b>	<b>(1,690,783)</b>	<b>(89,479)</b>	<b>(365,493)</b>			
<b>FINANCING ACTIVITIES</b>						
Repayment of Debt - Loan Principal	(103,381)	(28,987)	(28,987)	Within Threshold	Within Threshold	
Repayment of Debt - Finance Lease	(4,360)	(1,453)	(1,429)	Within Threshold	Within Threshold	
Self Supporting Loan Principal Income	5,477	0	0	Within Threshold	0%	
Loan Advances to Community Groups	0	0	0	Within Threshold	0%	
Loan Advance - Principal Repaid	0	0	0		0%	
Transfer to Reserves	(525,378)	(167)	(4,190)	Within Threshold	2415%	
Transfer from Reserves	110,000	0	0	Within Threshold	0%	
	<b>(517,642)</b>	<b>(30,606)</b>	<b>(34,606)</b>			
Plus Rounding						
<i>Sub Total</i>	<b>(6,186,782)</b>	<b>(705,028)</b>	<b>(456,535)</b>			
<b>FUNDING FROM</b>						
Estimated Opening Surplus at 1 July	2,090,669	2,090,669	3,003,064	912,395	44%	
Amount Raised from General Rates	4,096,113	4,096,113	4,103,900	7,787	Within Threshold	
	<b>6,186,782</b>	<b>6,186,782</b>	<b>7,106,964</b>			
<b>NET SURPLUS/(DEFICIT)</b>	<b>(0)</b>	<b>5,481,754</b>	<b>6,650,428</b>			

**SHIRE OF GNOWANGERUP**  
**SUMMARY OF CURRENT ASSETS AND LIABILITIES**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	<b>ACTUAL YTD</b>	<b>ACTUAL 30 JUNE 2022</b>
Cash - Unrestricted	4,987,583	2,646,058
Cash - Restricted Reserves	2,122,888	2,118,697
Accounts Receivable - Rates	1,110,431	254,834
Accounts Receivable - Sundry	1,691,725	78,251
GST Receivable	144,893	10,853
Inventories	12,387	63,785
Loans - Clubs	0	0
<b>CURRENT ASSETS</b>	<b>10,069,906</b>	<b>5,172,479</b>
<b>LESS: CURRENT LIABILITIES</b>		
Payables	(151,290)	(108,229)
ATO Liabilities	(202,824)	(14,476)
Contract Liabilities	(605,574)	(429,708)
Employee Provisions	(334,196)	(334,196)
Accrued Interest on Loans	(2,707)	(2,707)
Interest Bearing Loans	(76,256)	(97,902)
Lease Liabilities	(2,789)	(4,218)
<b>CURRENT LIABILITIES</b>	<b>(1,375,636)</b>	<b>(991,437)</b>
<b>EXCLUSIONS</b>		
Cash - Restricted Reserves	(2,122,888)	(2,118,697)
Interest Bearing Loans	76,256	97,902
Lease Liabilities	2,789	4,218
	<b>(2,043,842)</b>	<b>(2,016,577)</b>
Rounding	0	1
<b>NET CURRENT POSITION - SURPLUS/(DEFICIT)</b>	<b>6,650,428</b>	<b>2,164,466</b>



**SHIRE OF GNOWANGERUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 31 OCTOBER 2022**

**EXPLANATION OF MATERIAL VARIANCES**

The Local Government (Financial Management) Regulation 34 (2) (b) requires 'an explanation of each of the material variances' identified within the Rate Setting Statement (from the adopted Budget) for each months financial statements. The information contained within the 'Statement of Financial Activity' on page 3 of these financial statements contains all of the information provided within the 'Rate Setting Statement' and therefore any material variances on this page will be reported below.

The Local Government (Financial Management) Regulation 34 (5) states that "Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

For the Shire of Gnowangerup, material variances are to be reported when exceeding 10%, and a minimum of \$10,000.

<b>REPORTING AREA</b>	<b>YTD BUDGET</b>	<b>YTD ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>	<b>TIMING / PERMANENT</b>	<b>EXPLANATION</b>
<b>Operating Revenue</b>						
Operating Grants & Contributions	253,240	420,022	166,782	66%	TIMING	General purpose grant, local road grant and MRWA preservation grant allocations received higher.
Other Revenue	825,551	887,136	61,585	Within Threshold	TIMING	Natural disaster reimbursement of \$838,590 from DFES received earlier than anticipated
<b>Operating Expenses</b>						
Employee Costs	(866,132)	(842,857)	23,275	Within Threshold	TIMING	Wages and superannuation expenses for period lower than forecast.
Materials & Contracts	(686,055)	(495,889)	190,167	-28%	TIMING	Medical centre contract expenses and recycling contract expenses lower for reporting period.
Depreciation on Non-Current Assets	(782,400)	0	782,400	-100%	TIMING	Depreciation unable to be raised until prior year audit is finalised.
Insurance Expenses	(288,311)	(286,247)	Within Threshold	Within Threshold	TIMING	First instalment of insurance premiums lower.
Other Expenses	(170,214)	(115,581)	54,633	-32%	TIMING	Member conference expenses lower for reporting period. Member donations and grants expenses higher for reporting period.
<b>Surplus</b>						
Surplus Carried Forward	2,090,669	3,003,064	912,395	0.436412938	PERMANENT	Year end adjustments and accruals resulted in higher surplus.

**SHIRE OF GNOWANGERUP**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	Note	2021-2022 ACTUAL \$	2022-23 ACTUAL \$	Variance \$
<b>Current assets</b>				
Unrestricted Cash & Cash Equivalents		2,646,058	4,987,583	2,341,525
Restricted Cash & Cash Equivalents		2,118,697	2,122,888	4,191
Trade and other receivables		333,085	2,947,049	2,613,964
Inventories		63,785	12,387	-51,399
Other assets		0	0	0
<b>Total current assets</b>		<b>5,161,625</b>	<b>10,069,907</b>	4,908,281
<b>Non-current assets</b>				
Trade and other receivables		117,185	117,185	0
Self Supporting Loans		60,000	60,000	0
Other Financial Assets - WALGA Unit Trust		77,804	77,804	0
Land		1,101,537	1,101,537	0
Buildings		28,716,603	28,753,006	36,403
Plant & Equipment		4,088,957	4,099,215	10,258
Furniture & Equipment		65,333	65,333	0
Infrastructure Assets - Roads		77,193,398	79,607,740	2,414,343
Infrastructure Assets - Footpaths		684,152	684,152	0
Infrastructure Assets - Drainage		3,421,730	3,421,730	0
Infrastructure Assets - Parks & Ovals		5,645,793	5,645,793	0
Infrastructure Assets - Other		905,604	920,978	15,375
Infrastructure Assets - Sewerage		220,409	220,458	49
Infrastructure Assets - Airport		2,895,031	2,895,031	0
Infrastructure Assets - Solid Waste		309,281	309,281	0
Right of Use Assets		10,464	10,464	0
<b>Total non-current assets</b>		<b>125,513,281</b>	<b>127,989,708</b>	2,476,428
<b>Total assets</b>		<b>130,674,906</b>	<b>138,059,615</b>	7,384,709
<b>Current liabilities</b>				
Trade and other payables		114,560	356,820	-242,260
Contract Liabilities		429,708	605,574	-175,866
Interest-bearing loans and borrowings		97,902	76,256	21,646
Bonds and Deposits		0	0	-0
Finance Lease Liability		4,218	2,789	1,429
Provisions		334,196	334,196	0
<b>Total current liabilities</b>		<b>980,585</b>	<b>1,375,636</b>	-395,051
<b>Non-current liabilities</b>				
Interest-bearing loans and borrowings		526,929	519,589	7,341
Finance Lease Liability		9,200	9,200	0
Provisions		42,041	42,041	0
<b>Total non-current liabilities</b>		<b>578,171</b>	<b>570,830</b>	7,341
<b>Total liabilities</b>		<b>1,558,756</b>	<b>1,946,466</b>	-387,710
<b>Net assets</b>		<b>129,116,151</b>	<b>136,113,149</b>	6,996,997
<b>Equity</b>				
Retained surplus		44,378,873	46,190,949	1,812,076
Net Result		0	4,203,063	4,203,063
Reserve - asset revaluation		82,618,581	83,596,249	977,668
Reserve - Cash backed		2,118,697	2,122,888	4,191
<b>Total equity</b>		<b>129,116,151</b>	<b>136,113,149</b>	6,996,998

**SHIRE OF GNOWANGERUP**  
**STATEMENT OF CASH FLOWS**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

	2021-2022 ACTUAL \$	2022-2023 BUDGET \$	2022-2023 ACTUAL \$
<b><i>Cash Flows from operating activities</i></b>			
<b>Payments</b>			
Employee Costs	(2,682,162)	(2,660,844)	(884,842)
Materials & Contracts	(3,137,935)	(2,245,747)	(388,209)
Utilities (gas, electricity, water, etc)	(153,456)	(186,258)	(44,980)
Insurance	(24,353)	(18,323)	(286,247)
Interest Expense	(213,885)	(289,946)	(3,369)
Goods and Services Tax Paid	(605,281)	0	0
Other Expenses	(280,085)	(428,038)	(115,581)
	<b>(7,097,157)</b>	<b>(5,829,156)</b>	<b>(1,723,229)</b>
<b>Receipts</b>			
Rates	4,197,754	4,315,060	3,462,447
Operating Grants & Subsidies	3,079,760	420,329	120,022
Fees and Charges	349,915	321,911	175,448
Interest Earnings	42,550	27,373	23,125
Goods and Services Tax	646,286	0	54,309
Other	139,710	862,241	<b>(184,964)</b>
	<b>8,455,975</b>	<b>5,946,914</b>	<b>3,650,388</b>
<b><i>Net Cash flows from Operating Activities</i></b>	<b>1,358,818</b>	<b>117,758</b>	<b>1,927,159</b>
<b><i>Cash flows from investing activities</i></b>			
<b>Payments</b>			
Purchase of Buildings	(51,463)	(923,917)	(23,275)
Purchase Plant and Equipment	(204,605)	(857,500)	(16,345)
Purchase Furniture and Equipment	(1,021,238)	(7,000)	0
Purchase Road Infrastructure Assets	(2,158,676)	(1,948,792)	(2,414,342)
Purchase of Footpath Assets	0	(50,000)	0
Purchase Aerodrome Assets	0	(333,050)	0
Purchase Drainage Assets	0	(5,000)	0
Purchase Sewerage Assets	0	(20,000)	(49)
Purchase Parks & Ovals Assets	(51,287)	(3,671)	0
Purchase Infrastructure Other Assets	(51,626)	(147,425)	(22,417)
<b>Receipts</b>			
Proceeds from Sale of Assets	530,310	240,000	0
Non-Operating grants used for Development of Assets	1,697,470	1,935,864	131,466
	<b>(1,311,115)</b>	<b>(2,120,491)</b>	<b>(2,344,962)</b>
<b><i>Cash flows from financing activities</i></b>			
Repayment of Debentures	(556,784)	(103,381)	(28,987)
Repayment of Finance Leases	(8,107)	(4,360)	(1,429)
Advances to Community Groups	(60,000)	0	0
Loan advances repaid	0	0	0
Revenue from Self Supporting Loans	370,948	5,477	0
Proceeds from New Finance Leases	0	0	0
Proceeds from New Debentures	60,000	0	0
<b><i>Net cash flows from financing activities</i></b>	<b>(193,943)</b>	<b>(102,264)</b>	<b>(30,416)</b>
<b>Net increase/(decrease) in cash held</b>	<b>(146,240)</b>	<b>(2,104,997)</b>	<b>(448,219)</b>
<b>Cash at the Beginning of Reporting Period</b>	<b>4,910,995</b>	<b>4,764,755</b>	<b>4,764,755</b>
<b>Rounding</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><i>Cash at the End of Reporting Period</i></b>	<b>4,764,755</b>	<b>2,659,758</b>	<b>4,316,536</b>

**SHIRE OF GNOWANGERUP**  
**STATEMENT OF CASH FLOWS**  
**FOR THE PERIOD ENDING 31 OCTOBER 2022**

**Notes**

	2021-2022 ACTUAL \$	2022-2023 BUDGET \$	2022-2023 ACTUAL \$
<b>RECONCILIATION OF CASH</b>			
Cash at Bank - Unrestricted	2,764,129	471,376	4,986,683
Cash at Bank Reserves - Restricted	2,145,965	2,227,752	2,122,888
Cash on Hand	900	800	900
<b>TOTAL CASH</b>	<b>4,910,994</b>	<b>2,699,928</b>	<b>7,110,471</b>
<b>RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT</b>			
Net Result (As per Comprehensive Income Statement)	937,744	59,577	4,203,063
Add back Depreciation	2,438,401	2,348,139	0
(Gain)/Loss on Disposal of Assets	(177,349)	0	0
Less: Movement in contract liabilities	0	(429,708)	0
Less: Movement in Local Government House Unit Trust	(3,997)	0	0
Less: Self Supporting Loan Principal Reimbursements	0	0	0
Less: Contributions for the Development of Assets	(1,697,470)	(1,935,864)	(155,600)
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	(40,441)	0	51,399
(Increase)/Decrease in Receivables	52,622	0	(2,613,964)
Increase/(Decrease) in Accounts Payable	(283,720)	0	242,262
Increase/(Decrease) in Prepayments	0	0	0
Increase/(Decrease) in Employee Provisions	(107,871)	75,614	0
Increase/(Decrease) in Accrued Expenses	240,899	0	0
Rounding	0	0	0
<b>NET CASH FROM/(USED) IN OPERATING ACTIVITIES</b>	<b>1,358,818</b>	<b>117,758</b>	<b>1,727,160</b>

**SHIRE OF GNOWANGERUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 31 OCTOBER 2022**

**CAPITAL EXPENDITURE PROGRAM**

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2022/2023 Total Budget	2022/2023 YTD Actuals	% of Annual Budget
<b>Law Order &amp; Public Safety</b>							
07044	CCTV Gnowangerup Townsite	MOW	Other	Upgrade	6,700	7,042	105%
					<b>6,700</b>	<b>7,042</b>	
<b>Health</b>							
14014	Medical Computer, Software & Link to Admin Server	DCEO	F&E	Upgrade	7,000	0	0%
					<b>7,000</b>	<b>0</b>	
<b>Housing</b>							
23004	Construct New Staff Residence	AWMC	L&B	New	400,001	0	0%
23034	4 Grocock Street Replace Carpets	AWMC	L&B	Renewal	7,000	0	0%
					<b>407,001</b>	<b>0</b>	
<b>Community Amenities</b>							
38404	Urban Drainage Renewals	AWMC	Drain	Renewal	5,000	0	0%
26014	Ongerup Effluent Scheme - Install sub soil drain to pond outlet	AWMC	Sewer	Upgrade	20,000	49	0%
					<b>25,000</b>	<b>49</b>	
<b>Recreation &amp; Culture</b>							
32004	Swimming Pool - Replace shower with toilet pan	AWMC	L&B	Upgrade	10,000	0	0%
31004	Yougenup Centre - Internal & External Paint, Air Conditioner & Front Door	AWMC	L&B	Renewal	61,000	5,925	10%
31024	Gnowangerup Town Hall - Stage Ceiling replacement & disabled access	AWMC	L&B	Renewal	40,000	0	0%
31034	Gnowangerup lesser Hall - Internal Paint	AWMC	L&B	Renewal	6,000	0	0%
33604	Ongerup Sports Pavilion - Disabled Toilet	AWMC	L&B	Upgrade	50,000	0	0%
37324	Gnowangerup Star - Lining of Building	AWMC	L&B	Renewal	15,000	17,285	115%
33224	Replacement Mower for GN0032	AWMC	P&E	Renewal	28,000	0	0%
32204	Pool Vacuum Cleaner Replacement	AWMC	P&E	Renewal	5,500	6,086	111%
33254	Gnowangerup Sports Complex - Playground Renewals	AWMC	Parks	Renewal	3,671	0	0%
33454	Borden Netball Courts Renewal	AWMC	Other	Renewal	44,725	0	0%
LR800	Gnowangerup Recreation Complex - Footpath Solar Lighting	AWMC	Other	Upgrade	0	(1,324)	0%
FEN01	Gnowangerup Recreation Complex - Dam Fencing	AWMC	Other	Renewal	38,000	0	0%
					<b>301,896</b>	<b>27,972</b>	
<b>Transport</b>							
39004	Gnowangerup Depot Capital Improvements	AWMC	L&B	Upgrade	0	65	0%
40544	Replacement Tip Truck GN0014	AWMC	P&E	Renewal	315,000	0	0%
40554	Replacement Tip Truck GN0044	AWMC	P&E	Renewal	315,000	0	0%
40024	Replacement Vehicle GN004	AWMC	P&E	Renewal	45,000	0	0%
40374	Replacement Vehicle GN0016	AWMC	P&E	Renewal	37,000	0	0%
43104	Airport Runway Sweeper	AWMC	P&E	Renewal	12,000	10,259	85%
RR006	Gnowellen Road - Roads to Recovery	MOW	Road	Renewal	85,792	40,539	47%
RR015	North Stirling Road - Roads to Recovery	MOW	Road	Renewal	114,347	336	0%
RR016	Salt River Road - Roads to Recovery	MOW	Road	Renewal	92,992	2,100	2%
RR115	O'Meehan's Road - Roads to Recovery	MOW	Road	Renewal	100,114	31	0%
RG001	Kwobrup Road - Regional Road Group	MOW	Road	Upgrade	573,001	202,279	35%
RG055	Kwobrup North Road - Regional Road Group	MOW	Road	Upgrade	86,500	0	0%
RG146	Borden-Bremer Bay Road - Regional Road Group	MOW	Road	Upgrade	129,500	743	1%
LR003	Tieline Road - LRCIP	MOW	Road	Renewal	285,000	2,606	1%
RS019	Corbett Street Reseal	MOW	Road	Renewal	43,225	1,940	4%
RS040	Corackerup Road Resheet	MOW	Road	Renewal	90,550	0	0%
RS110	Sandalwood Road Reseal	MOW	Road	Renewal	104,991	767	1%
RS145	Gnowangerup-Tambellup Road Reseal	MOW	Road	Renewal	151,000	151,000	100%
GS013	Mindarabiin Road Resheet	MOW	Road	Renewal	91,780	56,666	62%
PC03	Footpath Construction	MOW	Foot	New	50,000	0	0%
43004	Airstrip Resealing	AWMC	Air	Renewal	327,050	0	0%
43024	Airstrip - Lining drains	AWMC	Air	Renewal	6,000	0	0%
38604	Park Road Footbridge Replacement	AWMC	Other	Renewal	40,000	0	0%
					<b>3,095,842</b>	<b>469,330</b>	

**SHIRE OF GNOWANGERUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 31 OCTOBER 2022**

**CAPITAL EXPENDITURE PROGRAM**

COA	Description	Resp. Officer	Asset Class	Asset Invest. Type	2022/2023 Total Budget	2022/2023 YTD Actuals	% of Annual Budget
<b>Economic Services</b>							
46004	Gnowangerup Caravan Park - Chalet Construction	AWMC	L&B	New	329,416	0	0%
					<b>329,416</b>	<b>0</b>	
<b>Other Property &amp; Services</b>							
59040	Gnowangerup Administration Centre - Kitchen Upgrade	AWMC	L&B	Upgrade	5,500	0	0%
40014	Replacement Vehicle GN00	AWMC	L&B	Upgrade	65,000	0	0%
40164	Replacement Vehicle GN002	AWMC	L&B	Upgrade	35,000	0	0%
59014	Electronic Public Notice Board	AWMC	Other	New	18,000	16,699	93%
					<b>123,500</b>	<b>16,699</b>	
<b>Total Capital Expenditure</b>					<b>4,296,355</b>	<b>521,093</b>	

<b>SUMMARIES:</b>			
Land & Buildings	1,023,917	23,275	2.3%
Plant & Equipment	757,500	16,345	2.2%
Furn & Equipment	7,000	0	0.0%
Infrastructure - Roads	1,948,792	459,007	23.6%
Infrastructure - Footpaths	50,000	0	0.0%
Infrastructure - Airport	333,050	0	0.0%
Infrastructure - Drainage	5,000	0	0.0%
Infrastructure - Sewer	20,000	49	0.2%
Infrastructure - Parks & Ovals	3,671	0	0.0%
Infrastructure - Other	147,425	22,417	15.2%
	<b>4,296,355</b>	<b>521,093</b>	<b>12.1%</b>
At No Cost	0	0	0.0%
Asset Renewal	2,510,737	295,541	11.8%
New Asset	797,417	16,699	2.1%
Upgrading Asset	988,201	208,853	21.1%
	<b>4,296,355</b>	<b>521,093</b>	<b>12.1%</b>
Deputy Chief Executive Officer	7,000	0	0.0%
Manager of Works	2,005,492	466,049	23.2%
Asset & Waste Coordinator	2,283,863	55,044	2.4%
	<b>4,296,355</b>	<b>521,093</b>	<b>12.1%</b>

**SHIRE OF GNOWANGERUP  
MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDING 31 OCTOBER 2022**

RESERVES - CASH BACKED	2023	2023	2023	2023	2023	2023	2023	2023
	Actual Opening Balance	Actual Transfer to	Actual Transfer (from)	Actual Closing Balance	Budget Opening Balance	Budget Transfer to	Budget Transfer (from)	Budget Closing Balance
Leave	164,230	325	0	164,555	164,230	50,500	0	214,730
Plant & equipment	746,308	1,476	0	747,784	746,308	150,000	(80,000)	816,308
Ongerup effluent	57,347	113	0	57,460	40,000	50,000	0	90,000
Area Promotion	30,738	61	0	30,799	57,347	10,000	0	67,347
Aerodrome	40,000	79	0	40,079	30,738	0	0	30,738
Swimming Pool	351,227	695	0	351,922	351,227	56,000	0	407,227
Land Development	142,307	281	0	142,588	142,307	128,878	0	271,185
Computer Replacement	58,408	116	0	58,524	58,408	30,000	0	88,408
Waste Disposal	251,571	498	0	252,069	251,571	0	0	251,571
Future Funds	205,949	407	0	206,356	205,949	0	0	205,949
Liquid Waste Facility	31,916	63	0	31,979	31,916	0	0	31,916
COVID-19	38,698	77	0	38,775	38,698	0	(30,000)	8,698
Disaster Recovery Reserve	0	0	0	0	0	50,000	0	50,000
	<b>2,118,699</b>	<b>4,190</b>	<b>0</b>	<b>2,122,889</b>	<b>2,118,699</b>	<b>475,378</b>	<b>(110,000)</b>	<b>2,484,077</b>

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
<b>Proceeds Sale of Assets</b>					
40015	Sale of CEO Vehicle GN00	0	0	(50,000)	0
40345	Sale of MCCA Vehicle GN002	0	0	(20,000)	0
40176	Sale of Mower GN0032	0	0	(5,000)	0
40544	Sale of Tip Truck GN.0014	0	0	(55,000)	0
40554	Sale of Tip Truck GN.0044	0	0	(55,000)	0
40355	Sale of Vehicle Manager Works GN.0004	0	0	(30,000)	0
40085	Sale of Utility GN.0016	0	0	(25,000)	0
	<b>PROCEEDS FROM SALE OF ASSETS</b>	<b>0</b>	<b>0</b>	<b>(240,000)</b>	<b>0</b>
<b>Written Down Value</b>					
	Written Down Value - Works Plant	0	0	0	0
	<b>Sub Total - WDV ON DISPOSAL OF ASSET</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - GAIN/LOSS ON DISPOSAL OF ASSET</b>	<b>0</b>	<b>0</b>	<b>(240,000)</b>	<b>0</b>
	<b>Total - OPERATING STATEMENT</b>	<b>0</b>	<b>0</b>	<b>(240,000)</b>	<b>0</b>



**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
<b>RATES</b>					
<b>OPERATING EXPENDITURE</b>					
01012	Administration Activity Costs	17,703	19,148	0	53,130
01032	Notice Printing & Stationary	5,000	2,260	0	5,000
01042	Advertising & Promotion	2,000	100	0	2,000
01052	Collection Costs	5,000	0	0	5,000
01062	Valuation Charges	159	232	0	39,100
01072	Search Costs	33	28	0	500
01082	Rates Written Off	0	11	0	50
<b>Sub Total - GENERAL RATES OP EXP</b>		<b>29,895</b>	<b>21,779</b>	<b>0</b>	<b>104,780</b>
<b>OPERATING INCOME</b>					
01003	Rates Income	(4,096,113)	(4,103,900)	(4,096,113)	0
01013	Ex Gratia Rates Contribution	(40,462)	(47,470)	(40,462)	0
01053	Admin Fee Rate Instalments	(3,854)	(4,050)	(4,100)	0
01043	Interest On Rates Instalments	(10,791)	(10,438)	(10,900)	0
01033	Non Payment Penalty	(3,250)	(7,692)	(13,000)	0
01023	Pensioner Deferred Rate Interest	(800)	0	(800)	0
01063	Rate Enquiries	(1,620)	(3,150)	(6,000)	0
01073	ESL Administration Fees	(4,000)	0	(4,000)	0
01113	Specified Area Rate - Gnp	(7,831)	(7,829)	(7,831)	0
<b>Sub Total - GENERAL RATES OP INC</b>		<b>(4,168,721)</b>	<b>(4,184,529)</b>	<b>(4,183,206)</b>	<b>0</b>
<b>Total - GENERAL RATES</b>		<b>(4,138,826)</b>	<b>(4,162,750)</b>	<b>(4,183,206)</b>	<b>104,780</b>
<b>OTHER GENERAL PURPOSE FUNDING</b>					
<b>OPERATING EXPENDITURE</b>					
02042	Bank Fees	2,255	2,572	0	5,500
<b>Sub Total - OTHER GENERAL PURPOSE FUNDING OP/EXP</b>		<b>2,255</b>	<b>2,572</b>	<b>0</b>	<b>5,500</b>
<b>OPERATING INCOME</b>					
02003	WA Local Govt Grants Commission - General Purpose	(25,947)	(61,698)	(103,787)	0
02013	WA Local Govt Grants Commission - Untied Roads Grant	(12,000)	(27,400)	(47,998)	0
02033	Interest on Investments	(180)	(805)	(1,000)	0
02043	Interest on Reserve Fund	(155)	(4,190)	(500)	0
<b>Sub Total - OTHER GENERAL PURPOSE FUNDING OP/INC</b>		<b>(38,281)</b>	<b>(94,093)</b>	<b>(153,285)</b>	<b>0</b>
<b>Total - OTHER GENERAL PURPOSE FUNDING</b>		<b>(36,026)</b>	<b>(91,521)</b>	<b>(153,285)</b>	<b>5,500</b>
<b>Total - GENERAL PURPOSE FUNDING</b>		<b>(4,174,853)</b>	<b>(4,254,270)</b>	<b>(4,336,491)</b>	<b>110,280</b>

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>MEMBERS OF COUNCIL</b>					
<b>OPERATING EXPENDITURE</b>					
03002	Strategy & Governance Unit Costs	11,779	12,032	0	35,352
03032	Members Travelling	2,062	0	0	6,650
03042	Conference Expenses	18,600	11,768	0	18,600
03052	Election Expenses	1,957	1,964	0	5,874
03062	Members Allowances	0	0	0	103,046
03072	Telecommunication Allowance	0	0	0	6,174
03082	Refreshments & Receptions	3,045	3,210	0	17,500
03102	Members Insurance	9,050	4,173	0	9,050
03112	Consultants Expenses	0	0	0	6,000
03122	Subscriptions	19,486	17,621	0	19,801
03132	Other Member Related Costs	525	406	0	1,500
03142	Donations & Grants	117,437	85,724	0	117,437
03152	Publications & Legislation	0	0	0	500
03162	Training Programs	0	0	0	4,000
03172	Project/Development Funds	1,760	2,687	0	8,000
03202	Administration Activity Costs	30,663	21,873	0	92,027
<b>Sub Total - MEMBERS OF COUNCIL OP/EXP</b>		<b>216,364</b>	<b>161,459</b>	<b>0</b>	<b>451,511</b>
<b>OPERATING INCOME</b>					
03003	Reimbursements	0	0	0	0
<b>Sub Total - MEMBERS OF COUNCIL OP/INC</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - MEMBERS OF COUNCIL</b>		<b>216,364</b>	<b>161,459</b>	<b>0</b>	<b>451,511</b>
<b>GOVERNANCE</b>					
<b>OPERATING EXPENDITURE</b>					
04002	Strategy & Governance Costs	118,240	104,567	0	354,862
04032	Public Relations	3,060	0	0	11,500
04042	Shire Website	7,233	7,248	0	7,919
04052	Civic Receptions & Events	2,587	1,742	0	15,016
04062	Refreshments	240	314	0	2,000
04072	Minor Furniture & Equipment	300	0	0	2,000
04082	Legal Costs	3,332	500	0	10,000
04092	Audit Fees	0	0	0	45,450
04102	Advertising	1,600	2,552	0	10,000
04112	Minor Admin Expenses	160	577	0	1,000
04192	Valuation Costs	0	8,903	0	50,000
<b>Sub Total - GOVERNANCE - GENERAL OP/EXP</b>		<b>136,752</b>	<b>126,403</b>	<b>0</b>	<b>509,747</b>
<b>OPERATING INCOME</b>					
04023	Grants Revenue	0	(1,000)	(3,000)	0

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022		2022-23	
		Budget	Actual	Income	Expenditure
<b>Sub Total - GOVERNANCE - GENERAL OP/INC</b>		0	(1,000)	(3,000)	0
<b>Total - GOVERNANCE - GENERAL</b>		136,752	125,403	(3,000)	509,747
<b>Total - GOVERNANCE</b>		353,117	286,863	(3,000)	961,258

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
<b>LAW, ORDER AND PUBLIC SAFETY</b>					
<b>FIRE PREVENTION</b>					
<b>OPERATING EXPENDITURE</b>					
05032	Bushfire Insurance	31,506	24,514	0	31,506
05042	Advertising/Printing/Other Expenses	0	1,770	0	3,900
05062	Fire Vehicles - Operations	10,767	15,295	0	10,767
05092	Bushfire Depreciation	36,889	0	0	110,710
05122	Base Operators Allowance	0	0	0	800
05182	Gnp BFB Expenses	449	272	0	11,217
05192	Borden BFB Expenses	449	103	0	11,217
05202	Ongerup BFB Expenses	449	340	0	11,217
05212	Fire Break Inspection Costs	0	0	0	3,500
05222	Fire Fighting Expenses	0	0	0	1,600
<b>Sub Total - FIRE PREVENTION OP/EXP</b>		<b>80,508</b>	<b>42,294</b>	<b>0</b>	<b>196,434</b>
<b>OPERATING INCOME</b>					
05003	DFES BFB Grant	(32,500)	(55,870)	(65,000)	0
<b>Sub Total - FIRE PREVENTION OP/INC</b>		<b>(32,500)</b>	<b>(55,870)</b>	<b>(65,000)</b>	<b>0</b>
<b>Total - FIRE PREVENTION</b>		<b>48,008</b>	<b>(13,576)</b>	<b>(65,000)</b>	<b>196,434</b>
<b>ANIMAL CONTROL</b>					
<b>OPERATING EXPENDITURE</b>					
06032	Ranger Services Expenses	16,184	12,465	0	48,570
06042	Other Animal Control Expenses	1,110	298	0	3,330
06072	Admin Allocations	17,431	16,530	0	52,313
<b>Sub Total - ANIMAL CONTROL OP/EXP</b>		<b>34,724</b>	<b>29,294</b>	<b>0</b>	<b>104,213</b>
<b>OPERATING INCOME</b>					
06003	Fines & Penalties	(7)	(716)	(120)	0
06013	Dog Registration Fees	(2,070)	(2,301)	(4,500)	0
06023	Dog Pound Fees	0	(314)	(250)	0
<b>Sub Total - ANIMAL CONTROL OP/INC</b>		<b>(2,077)</b>	<b>(3,330)</b>	<b>(4,870)</b>	<b>0</b>
<b>Total - ANIMAL CONTROL</b>		<b>32,647</b>	<b>25,963</b>	<b>(4,870)</b>	<b>104,213</b>

**Shire of Gnowangerup**  
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Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>OTHER LAW ORDER &amp; PUBLIC SAFETY</b>					
<b>OPERATING EXPENDITURE</b>					
07012	Corporate & Community Costs	14,201	12,666	0	42,620
07052	Emergency Vehicle Maintenance	0	345	0	11,480
07082	SES Emergency Building Operation	2,991	1,503	0	5,698
07092	Gnp SES Depreciation	5,698	0	0	17,100
07112	SES Expenditure	5,545	6,486	0	19,802
07132	SMS Register Expenses	440	1,049	0	11,000
07142	Kerbside Numbering	0	0	0	250
07152	Emergency Management Expenses	2,100	2,710	0	7,000
07182	SES Shed Building Maintenance	0	64	0	0
07192	CCTV Maintenance	870	262	0	3,225
07202	CESM Expenses Contribution	4,770	8,373	0	19,080
<b>Sub Total - OTHER LAW ORDER &amp; PUBLIC SAFETY OP/EXP</b>		<b>36,614</b>	<b>33,458</b>	<b>0</b>	<b>137,255</b>
<b>OPERATING INCOME</b>					
07003	Emergency Grant Income	(12,750)	0	(25,500)	0
<b>Sub Total - OTHER LAW ORDER &amp; PUBLIC SAFETY OP /INC</b>		<b>(12,750)</b>	<b>0</b>	<b>(25,500)</b>	<b>0</b>
<b>Total - OTHER LAW ORDER PUBLIC SAFETY</b>		<b>23,864</b>	<b>33,458</b>	<b>(25,500)</b>	<b>137,255</b>
<b>Total - LAW ORDER &amp; PUBLIC SAFETY</b>		<b>104,518</b>	<b>45,845</b>	<b>(95,370)</b>	<b>437,902</b>

**Shire of Gnowangerup**  
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Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>HEALTH ADMINISTRATION &amp; INSPECTION</b>					
<b>OPERATING EXPENDITURE</b>					
11012	Infrastructure Unit Costs	1,739	1,652	0	5,220
11032	Analytical Costs	333	518	0	1,000
11042	Other Health Costs	7,900	0	0	2,100
11052	Health Costs - Contract Services	0	18,225	0	80,000
11082	Insurances	2,045	0	0	2,045
	<b>Sub Total - HEALTH ADMIN &amp; INSPECTION OP/EXP</b>	<b>12,017</b>	<b>20,395</b>	<b>0</b>	<b>90,365</b>
<b>OPERATING INCOME</b>					
11003	Health Act Licences	0	(217)	(800)	0
11053	Hawker/Street Stall licence	0	(60)		
	<b>Sub Total - HEALTH ADMIN &amp; INSPECTION OP/INC</b>	<b>0</b>	<b>(277)</b>	<b>(800)</b>	<b>0</b>
	<b>Total - HEALTH ADMIN &amp; INSPECTION</b>	<b>12,017</b>	<b>20,118</b>	<b>(800)</b>	<b>90,365</b>
<b>PREVENTIVE SERVICES- PEST CONTROL</b>					
<b>OPERATING EXPENDITURE</b>					
12032	Mosquito Control	7,697	0	0	16,695
	<b>Sub Total - PEST CONTROL OP/EXP</b>	<b>7,697</b>	<b>0</b>	<b>0</b>	<b>16,695</b>
<b>OPERATING INCOME</b>					
	<b>Sub Total - PEST CONTROL OP/INC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - PEST CONTROL</b>	<b>7,697</b>	<b>0</b>	<b>0</b>	<b>16,695</b>
<b>PREVENTIVE SERVICES - OTHER</b>					
<b>OPERATING EXPENDITURE</b>					
14002	Strategy & Governance Unit Costs	7,292	7,506	0	21,885
14032	25 McDonald St Building Maintenance	5,213	4,121	0	12,589
14052	Medical Centre Building Maintenance	3,332	936	0	9,068
14062	Medical Centre Building Operations	5,200	39,156	0	12,839
14112	Doctor Vehicle Expenses	2,166	891	0	6,500
14132	Surgery IT Costs	700	849	0	2,800
14152	Medical Equipment	0	1,739	0	2,000
14162	Other Surgery Costs	0	0	0	500
14182	Practice Incentive Costs	59,976	0	0	180,000
	<b>Sub Total - PREVENTIVE SRVS - OP/EXP</b>	<b>83,879</b>	<b>55,199</b>	<b>0</b>	<b>248,181</b>
<b>OPERATING INCOME</b>					
14013	Reimbursements	(100)	(427)	(100)	0

**Shire of Gnowangerup**  
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Details By Function Under The Following Program Titles  
 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
	<b>Sub Total - PREVENTIVE SRVS - OP/INC</b>	(100)	(427)	(100)	0
	<b>Total - PREVENTIVE SERVICES</b>	83,779	54,772	(100)	248,181
	<b>Total - HEALTH</b>	103,493	74,890	(900)	355,241

**Shire of Gnowangerup  
MONTHLY FINANCIAL REPORT**

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
<b>OTHER EDUCATION</b>					
<b>OPERATING EXPENDITURE</b>					
16032	School Mowing Contract	2,177	2,414	0	10,365
16052	Corporate & Community Costs	354	356	0	1,061
<b>Sub Total - OTHER EDUCATION OP/EXP</b>		<b>2,530</b>	<b>2,769</b>	<b>0</b>	<b>11,426</b>
<b>OPERATING INCOME</b>					
16003	School Mowing Contract Income	(3,732)	0	(11,200)	0
<b>Sub Total - OTHER EDUCATION OP/INC</b>		<b>(3,732)</b>	<b>0</b>	<b>(11,200)</b>	<b>0</b>
<b>Total - OTHER EDUCATION</b>		<b>(1,202)</b>	<b>2,769</b>	<b>(11,200)</b>	<b>11,426</b>
<b>CARE OF FAMILIES AND CHILDREN</b>					
<b>OPERATING EXPENDITURE</b>					
17022	Old Kindy Building Maintenance	2,465	1,657	0	6,020
17082	Corporate & Community Costs	4,304	4,307	0	12,917
<b>Sub Total - CARE OF FAMILIES AND CHILDREN OP/EXP</b>		<b>6,769</b>	<b>5,964</b>	<b>0</b>	<b>18,937</b>
<b>OPERATING INCOME</b>					
17003	Rental Income - Family Centre	0	0	0	0
<b>Sub Total - CARE OF FAMILIES AND CHILDREN OP/INC</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - CARE OF FAMILIES AND CHILDREN</b>		<b>6,769</b>	<b>5,964</b>	<b>0</b>	<b>18,937</b>
<b>Total - EDUCATION &amp; WELFARE</b>		<b>5,567</b>	<b>8,733</b>	<b>(11,200)</b>	<b>30,363</b>



**Shire of Gnowangerup**  
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 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		PERIOD 02 31 OCTOBER 2022		2022-23	
<b>STAFF HOUSING</b>					
<b>OPERATING EXPENDITURE</b>					
23152	2 CECIL STREET - BUILDING OPERATION	3,155	1,531	0	7,846
23162	2 CECIL STREET - BUILDING MAINTENANCE	1,258	47	0	5,075
23172	4 Grocock Street Building Maintenance	3,847	1,181	0	10,660
23182	4 Grocock Street Building Operation	3,633	1,977	0	8,898
23212	25 McDonald St Building Maintenance	1,552	2,046	0	3,647
23222	25 McDonald St Building Operation	3,661	2,039	0	8,942
23072	20 McDonald Street - Building Operation	4,939	2,126	0	12,102
23142	20 McDonald Street - Building Maintenance	6,964	2,177	0	16,093
23252	Lot 271A Quinn St - Building Maintenance	786	0	0	1,730
23262	LOT 271 QUINN STREET - BUILDING OPERATIONS	2,005	3,861	0	4,509
23272	Lot 271B Quinn St - Building Maintenance	826	32	0	1,850
23282	LOT 271B QUINN ST (FACING WHITEHEAD) - OPERATING	1,342	1,015	0	2,764
23232	Less Housing Allocation to Other Programs	(33,969)	(18,031)	0	(84,116)
<b>Sub Total - STAFF HOUSING OP/EXP</b>		0	0	0	0
<b>OPERATING INCOME</b>					
23043	Commonwealth Grants	0	0	(266,666)	0
<b>Sub Total - STAFF HOUSING OP/INC</b>		0	0	(266,666)	0
<b>Total - STAFF HOUSING</b>		0	0	(266,666)	0
<b>HOUSING OTHER</b>					
<b>OPERATING EXPENDITURE</b>					
23002	Housing Admin Costs	4,401	4,406	0	13,208
23102	Lot 61 Corbett St - Building operations	2,897	1,426	0	7,101
23112	Lot 61 Corbett St - Building Maintenance	876	0	0	1,888
23122	Lot 191 Corbett St - Building operations	3,127	1,360	0	7,565
23132	Lot 191 Corbett St - Building Maintenance	712	0	0	1,397
23242	Interest on Staff Housing & Well Aged Housing Loan 281	3,618	0	0	7,090
<b>Sub Total - HOUSING OTHER OP/EXP</b>		15,631	7,192	0	38,249
<b>OPERATING INCOME</b>					
23013	Reimbursements	(31,330)	(29,477)	(94,028)	0
<b>Sub Total - HOUSING OTHER OP/INC</b>		(31,330)	(29,477)	(94,028)	0
<b>Total - HOUSING OTHER</b>		(15,699)	(22,285)	(94,028)	38,249
<b>Total - HOUSING</b>		(15,699)	(22,285)	(360,694)	38,249

**Shire of Gnowangerup**  
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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>SANITATION - HOUSEHOLD REFUSE</b>					
<b>OPERATING EXPENDITURE</b>					
24022	Refuse Collection	15,284	11,443	0	45,870
24032	Refuse Site Management		21,681		
24032	TM02 Gnowangerup Refuse Site	19,298		0	54,655
24032	TM03 Ongerup Refuse Site	12,464		0	37,557
24032	TM04 Borden Refuse Site	6,054		0	17,870
24052	Recycling Domestic & Commercial	15,837	12,735	0	47,530
<b>Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP</b>		<b>68,937</b>	<b>45,858</b>	<b>0</b>	<b>203,482</b>
<b>OPERATING INCOME</b>					
24003	Refuse Collection Charges	(46,035)	(48,001)	(46,035)	0
24013	Waste Avoidance & Resource Recovery Fees	(131,800)	(132,600)	(131,800)	0
24053	Refuse Replacement Cards	0	(179)	0	0
24063	Asbestos/Rubbish Disposal	(15,000)	(6,890)	(15,000)	0
24073	Recycling Income	(47,632)	(49,830)	(47,632)	0
<b>Sub Total - SANITATION H/HOLD REFUSE OP/INC</b>		<b>(240,467)</b>	<b>(237,499)</b>	<b>(240,467)</b>	<b>0</b>
<b>Total - SANITATION HOUSEHOLD REFUSE</b>		<b>(171,530)</b>	<b>(191,641)</b>	<b>(240,467)</b>	<b>203,482</b>
<b>SANITATION OTHER</b>					
<b>OPERATING EXPENDITURE</b>					
25002	Drum Muster	529	5,102	0	1,120
25012	Refuse Collection From Streets Works Dept	10,988	8,682	0	32,977
25022	Oil Disposal (Wren Oil)	0	15	0	264
<b>Sub Total - SANITATION OTHER OP/EXP</b>		<b>11,517</b>	<b>13,798</b>	<b>0</b>	<b>34,361</b>
<b>OPERATING INCOME</b>					
25003	Drum Muster & Oil Collection	0	(6,403)	0	0
<b>Sub Total - SANITATION OTHER OP/INC</b>		<b>0</b>	<b>(6,403)</b>	<b>0</b>	<b>0</b>
<b>Total - SANITATION OTHER</b>		<b>11,517</b>	<b>7,395</b>	<b>0</b>	<b>34,361</b>
<b>EFFLUENT DRAINAGE SYSTEM</b>					
<b>OPERATING EXPENDITURE</b>					
26022	Septic Tank Cleaning	6,314	5,600	0	11,913
26032	Grease Trap Cleaning	3,110	1,026	0	6,567
26042	Ongerup Effluent Maintenance	9,944	1,613	0	26,236
26072	Ongerup Effluent operations	0	0	0	12,000

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G/L	JOB	YTD COMPARATIVES PERIOD 02 31 OCTOBER 2022		ADOPTED BUDGET 2022-23		
		Budget	Actual	Income	Expenditure	
		<b>Sub Total - SEWERAGE OP/EXP</b>	19,367	8,238	0	56,716
		<b>OPERATING INCOME</b>				
26023		Septic Tank Cleaning	(5,600)	(7,752)	(10,000)	0
26033		Grease Trap Cleaning	(1,400)	(268)	(2,500)	0
26043		Ongerup Sewerage Specified Area Rate	(38,854)	(38,854)	(38,854)	0
26063		Septic Waste Receival - Gnp Ponds	0	0	0	0
		<b>Sub Total - SEWERAGE OP/INC</b>	<b>(45,854)</b>	<b>(46,873)</b>	<b>(51,354)</b>	<b>0</b>
		<b>Total - SEWERAGE</b>	<b>(26,487)</b>	<b>(38,635)</b>	<b>(51,354)</b>	<b>56,716</b>

**Shire of Gnowangerup**  
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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>PROTECTION OF THE ENVIRONMENT</b>					
<b>OPERATING EXPENDITURE</b>					
28022	Other Environment Costs	180	225	0	530
28032	Yongergnow Eco Tourism Centre	30,445	7,694	0	75,634
28042	NSPNRG Contribution	16,205	15,000	0	16,205
<b>Sub Total - PROTECTION OF THE ENVIRONMENT OP/EXP</b>		<b>46,830</b>	<b>22,919</b>	<b>0</b>	<b>92,369</b>
<b>OPERATING INCOME</b>					
28003	Reimbursements	(7,601)	0	(7,601)	0
<b>Sub Total - PROTECTION OF THE ENVIRONMENT OP/INC</b>		<b>(7,601)</b>	<b>0</b>	<b>(7,601)</b>	<b>0</b>
<b>Total - PROTECTION OF THE ENVIRONMENT</b>		<b>39,229</b>	<b>22,919</b>	<b>(7,601)</b>	<b>92,369</b>
<b>TOWN PLANNING &amp; REGIONAL DEVELOPMENT</b>					
<b>OPERATING EXPENDITURE</b>					
29022	Town Planning Consultants	0	2,026	0	18,000
29032	Local Planning Scheme No. 3	4,000	462	0	11,500
29072	Land Development	2,947	3,030	0	10,845
29102	Town Planning Salaries	30,487	15,376	0	95,169
29112	Town Planning Insurances	4,008	2,421	0	4,008
29122	Town Planning Superannuation	2,028	1,627	0	6,085
<b>Sub Total - TOWN PLAN &amp; REG DEV OP/EXP</b>		<b>43,470</b>	<b>24,942</b>	<b>0</b>	<b>145,607</b>
<b>OPERATING INCOME</b>					
29023	Planning Applications/ Approval Fees	(120)	(4,525)	(800)	0
<b>Sub Total - TOWN PLAN &amp; REG DEV OP/INC</b>		<b>(120)</b>	<b>(4,525)</b>	<b>(800)</b>	<b>0</b>
<b>Total - TOWN PLANNING &amp; REGIONAL DEVELOPMENT</b>		<b>43,350</b>	<b>20,417</b>	<b>(800)</b>	<b>145,607</b>
<b>OTHER COMMUNITY AMENITIES</b>					
<b>OPERATING EXPENDITURE</b>					
30002	Cemeteries Administration	2,428	2,430	0	7,287
30012	Cemeteries Maintenance	6,960	6,411	0	21,453
30022	Grave Digging	4,098	3,243	0	12,044
30032	<b>Public Conveniences Building Maintenance</b>		1,706		
30032 CA01	Gnp Public Toilets Building Maint	53		0	3,567
30032 CA02	Ongerup Public Toilets Building Maintenance	839		0	2,399
30032 CA03	Borden Public Toilets Building Maintenance	1,171		0	2,565
30032 CA04	Gnowangerup Cemetery Public Toilets Maintenance			0	5,000
30042	<b>Public Conveniences Building Operation</b>		10,652		
30042 CO01	Gnp Public Toilets Building Operation	7,719		0	21,977
30042 CO02	Ongerup Public Toilets Building Operation	4,787		0	12,923

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			YTD COMPARATIVES		ADOPTED BUDGET	
			PERIOD 02		2022-23	
			31 OCTOBER 2022		2022-23	
G/L	JOB		Budget	Actual	Income	Expenditure
30042	CO03	Borden Public Toilets Building Operation	2,694		0	7,163
30042	CO04	Gnowangerup Cemetery Public Toilets Operation	112		0	1,112
<b>Sub Total - OTHER COMMUNITY AMENITIES OP/EXP</b>			<b>30,862</b>	<b>24,441</b>	<b>0</b>	<b>97,490</b>
<b>OPERATING INCOME</b>						
30003		Cemetery Fees- Gnowangerup	(360)	(2,350)	(4,000)	0
30013		Cemetery Fees - Ongerup	0	(164)	0	0
30033		GRANT OF RIGHT OF BURIAL	0	(99)	0	0
<b>Sub Total - OTHER COMMUNITY AMENITIES OP/INC</b>			<b>(360)</b>	<b>(2,613)</b>	<b>(4,000)</b>	<b>0</b>
<b>Total - OTHER COMMUNITY AMENITIES</b>			<b>30,502</b>	<b>21,829</b>	<b>(4,000)</b>	<b>97,490</b>

**Shire of Gnowangerup**  
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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
<b>URBAN STORMWATER DRAINAGE</b>					
<b>OPERATING EXPENDITURE</b>					
27002	Drainage Maintenance	9,951	0	0	14,215
<b>Sub Total - URBAN STORMWATER DRAINAGE OP/EXP</b>		9,951	0	0	14,215
<b>Total - URBAN STORMWATER DRAINAGE</b>		9,951	0	0	14,215
<b>Total - COMMUNITY AMENITIES</b>		<b>(63,468)</b>	<b>(157,716)</b>	<b>(304,222)</b>	<b>644,240</b>

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>PUBLIC HALL &amp; CIVIC CENTRES</b>					
<b>OPERATING EXPENDITURE</b>					
31012	Gnp Memorial Hall Building Maintenance	1,582	0	0	9,339
31022	Gnp Memorial Hall Building Operation	27,568	9,733	0	68,218
31052	Ongerup Hall Building Maintenance	779	153	0	11,650
31062	Ongerup Hall Building Operation	15,891	8,111	0	39,900
31092	Borden CWA Hall Building Maintenance	216	171	0	618
31102	Borden CWA Hall Building Operation	246	0	0	740
31152	Gnp Old Ambulance Building - Building Operation	161	199	0	268
31182	Ongerup CWA	385	106	0	1,233
31202	Yougenup Centre - Building Maintenance & Operation	17,935	4,810	0	48,567
<b>Sub Total - PUBLIC HALLS &amp; CIVIC CENTRES OP/EXP</b>		<b>64,765</b>	<b>23,282</b>	<b>0</b>	<b>180,533</b>
<b>OPERATING INCOME</b>					
31003	Gnowangerup Memorial Hall	0	0	(200)	0
31023	Ongerup Hall	0	0	(500)	0
31043	Borden CWA Hall	0	0	(600)	0
<b>Sub Total - PUBLIC HALLS &amp; CIVIC CENTRES OP/INC</b>		<b>0</b>	<b>0</b>	<b>(1,300)</b>	<b>0</b>
<b>Total - PUBLIC HALL &amp; CIVIC CENTRES</b>		<b>64,765</b>	<b>23,282</b>	<b>(1,300)</b>	<b>180,533</b>
<b>OTHER RECREATION &amp; SPORT</b>					
<b>OPERATING EXPENDITURE</b>					
33012	Depreciation	21,398	0	0	64,220
33022	Gnowangerup Parks & Gardens		51,676		
33022 PG01	Nobarach Community Park	7,721		0	22,968
33022 PG02	Admin Office Gardens	3,777		0	11,485
33022 PG03	Yougenup Centre/Library Gardens	4,083		0	12,503
33022 PG04	Family Centre Gardens	2,538		0	7,742
33022 PG05	ANZAC Park	5,112		0	15,662
33022 PG06	Main Street Gardens	7,763		0	19,517
33022 PG07	Porteous St Park	2,087		0	6,325
33022 PG08	Varey Park	1,862		0	5,714
33022 PG10	Gnp Town Parks & Gardens	47,292		0	132,200
33032	Ongerup Parks & Gardens	22,244	17,924	0	67,679
33042	Borden Parks & Gardens	13,805	8,975	0	42,312
33052	Gnp Sporting Complex Grounds Maintenance	34,196	21,092	0	98,132
33062	Gnp Sporting Complex Building Maintenance	9,102	0	0	13,889
33072	Gnp Sporting Complex Building Operation	70,032	19,594	0	175,567
33082	Ongerup Sporting Complex Grounds Maintenance	8,220	4,260	0	25,190
33092	Ongerup Sporting Complex Building Maintenance	1,216	0	0	3,671
33102	Ongerup Sporting Complex Building Operation	17,575	5,842	0	41,066
33112	Borden Sporting Complex Grounds Maintenance	8,202	2,321	0	26,520
33122	Borden Sporting Complex Building Maintenance	862	0	0	3,303
33132	Borden Sporting Complex Building Operation	40,586	9,006	0	103,857

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
33222	Gnowangerup Bowling Club	8,991	3,034	0	20,911
33252	Old Borden Bowling Club	55	0	0	110
33232	Depreciation - Infrastructure	1,258	0	0	3,775
33282	Corporate & Community Unit Costs	6,621	4,900	0	19,871
33332	Pistol Club Building Operations	1,960	821	0	4,291
33452	Nobarach Park - Building Maintenance	6,285	1,072	0	21,553
33532	Ongerup Bowls Club SSL Interest	367	0	0	1,173
	<b>Sub Total - OTHER RECREATION &amp; SPORT OP/EXP</b>	<b>355,208</b>	<b>150,787</b>	<b>0</b>	<b>971,206</b>
	<b>OPERATING INCOME</b>				
33003	Other Sport and Rec Income	(367)	0	(1,173)	0
33113	Non-Operating Grants	0	0	(522,000)	0
	<b>Sub Total - OTHER RECREATION &amp; SPORT OP/INC</b>	<b>(367)</b>	<b>(603)</b>	<b>(523,173)</b>	<b>0</b>
	<b>Total - OTHER RECREATION &amp; SPORT</b>	<b>354,841</b>	<b>150,184</b>	<b>(523,173)</b>	<b>971,206</b>
	<b>SWIMMING POOL</b>				
	<b>OPERATING EXPENDITURE</b>				
32002	Strategy & Governance Unit Costs	2,533	810	0	7,602
32012	Administration Activity Costs	15,381	13,164	0	46,161
32042	Gnowangerup Swimming Pool Staff Salaries	26,613	27,109	0	94,953
32052	Gnowangerup Swimming Pool Building Maintenance	5,054	1,083	0	10,760
32062	Gnowangerup Swimming Pool Building Operation	43,425	5,853	0	121,436
32072	Gnowangerup Swimming Pool Grounds Maintenance	5,705	2,675	0	16,184
32082	Gnowangerup Swimming Pool Chemicals	0	0	0	7,445
32092	Gnowangerup Swimming Pool Minor Equipment & Servicing	2,341	846	0	8,362
32142	Swimming Pool Insurances	3,704	3,395	0	3,704
32152	Swimming Pool Superannuation	4,070	4,202	0	14,035
32162	Swimming Pool Other Costs	738	453	0	6,150
	<b>Sub Total - SWIMMING POOL OP/EXP</b>	<b>109,564</b>	<b>59,590</b>	<b>0</b>	<b>336,792</b>
	<b>OPERATING INCOME</b>				
32003	Swimming Pool Entrance Fees	(165)	(995)	(16,500)	0
	<b>Sub Total - SWIMMING POOL OP/INC</b>	<b>(165)</b>	<b>(995)</b>	<b>(16,500)</b>	<b>0</b>
	<b>Total - SWIMMING POOL</b>	<b>109,399</b>	<b>58,594</b>	<b>(16,500)</b>	<b>336,792</b>
	<b>LIBRARIES</b>				
	<b>OPERATING EXPENDITURE</b>				
35002	Administration Activity Costs	18,729	18,024	0	56,209
35022	Gnowangerup Library Salaries	11,165	9,717	0	35,125
35042	Gnp Library Building Maintenance	202	0	0	618
35052	Gnp Library Building Operation	3,641	2,024	0	9,913
35072	Library Book Exchange	207	258	0	620
35082	Ongerup Library Book Exchange	117	37	0	350



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		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
35092	Gnowangerup Library Minor Items	500	0	0	2,000
35102	Ongerup Library Minor Items	128	0	0	510
35112	Gnowangerup Library	7,169	7,592	0	16,072
35122	Ongerup Library	7,393	15,000	0	17,395
35142	Regional Library Costs	2,200	1,286	0	2,200
35192	Library Insurance Expenses	1,218	1,317	0	1,218
35202	Technology & Digital inclusion Expenses	57,666	4,318	0	5,000
<b>Sub Total - LIBRARIES OP/EXP</b>		<b>110,333</b>	<b>59,573</b>	<b>0</b>	<b>147,230</b>
<b>OPERATING INCOME</b>					
35013	Gnp Library Other	(1,002)	(920)	(6,002)	0
<b>Sub Total - LIBRARIES OP/INC</b>		<b>(1,002)</b>	<b>(920)</b>	<b>(6,002)</b>	<b>0</b>
<b>Total - LIBRARIES</b>		<b>109,331</b>	<b>58,653</b>	<b>(6,002)</b>	<b>147,230</b>

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		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>OTHER CULTURE</b>					
<b>OPERATING EXPENDITURE</b>					
37002	Corporate & Community Unit Costs	4,100	4,128	0	12,305
37032	Old Gnowangerup Police Station & Gaol Building Maintenance	264	0	0	264
37042	Old Gnowangerup Gaol Building Operation	1,233	1,059	0	2,702
37072	Ongerup Community Centre Building Maintenance	145	190	0	461
37082	Ongerup Community Centre Building Operation	3,667	1,436	0	8,168
37112	Gnp Historic Centre Building Maintenance	0	0	0	130
37122	Gnp Historic Centre Building Operation	1,336	824	0	3,008
37262	Ongerup Museum Building Maintenance	89	0	0	267
37132	Ongerup Museum Building Operation	3,945	1,210	0	9,993
37172	Aylmore Mineral Springs	2,760	0	0	11,040
37222	Heritage Strategy & Municipal Inventory	0	0	0	2,500
37322	Old Gnowangerup Star Building Operation	1,283	1,444	0	2,897
37332	Old Gnowangerup Star Building Maintenance	3,011	0	0	12,410
<b>Sub Total - OTHER CULTURE OP/EXP</b>		<b>21,833</b>	<b>10,290</b>	<b>0</b>	<b>66,145</b>
<b>OPERATING INCOME</b>					
37023	Reimbursements/ Donations	0	0	0	0
<b>Sub Total - OTHER CULTURE OP/INC</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - OTHER CULTURE</b>		<b>21,833</b>	<b>10,290</b>	<b>0</b>	<b>66,145</b>
<b>Total - RECREATION AND CULTURE</b>		<b>660,169</b>	<b>301,004</b>	<b>(546,975)</b>	<b>1,701,906</b>

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE</b>					
<b>OPERATING EXPENDITURE</b>					
39002	Depreciation - Roads	285,731	0	0	857,535
39012	Bridges - Pallinup Bridge	11,333	3,011	0	31,276
39022	Depreciation - Footpaths	4,963	0	0	14,895
39032	Depreciation - Other	11,727	0	0	35,195
39042	Gnp Depot Building Maintenance	4,218	3,943	0	32,100
39052	Gnp Depot Building Operation	9,517	44,724	0	40,806
39062	Ongerup Depot Building Maintenance	890	8,497	0	14,919
39072	Ongerup Depot Building Operation	1,695	1,051	0	4,369
39102	Gravel Pit Reinstatements	1,256	0	0	3,770
39112	Road Maintenance	626,699	411,770	0	1,929,659
39122	Administration Department Costs allocated to Transport	12,081	0	0	36,258
39132	Roman/Asset Development	33,290	37,845	0	81,215
39142	Street Lighting	13,828	14,262	0	41,500
39182	Gnowangerup Depot General Maintenance	5,463	9,316	0	16,397
39202	WORKS DEPARTMENT COSTS	0	435	0	0
39242	Kerb Renewal	0	0	0	4,000
39252	Urban Drainage Renewals/Maintenance	1,589	0	0	4,770
39272	Laneway Maintenance	1,589	6,280	0	4,770
<b>Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP</b>		<b>1,025,870</b>	<b>543,204</b>	<b>0</b>	<b>3,153,434</b>
<b>OPERATING INCOME</b>					
38013	Regional Road Group Grants	(272,640)	(155,600)	(681,599)	0
38033	Roads To Recovery Grants	0	0	(392,891)	0
38093	Cwth Local Roads Community Infrastructure Grants	(40,000)	(88,642)	(125,000)	0
39003	MRWA Road Preservation Grant	(169,042)	(185,413)	(169,042)	0
39093	Reimbursements	(800,000)	(838,598)	(800,000)	0
39133	REIMBURSEMENTS		0	0	0
<b>Sub Total - MTCE STREETS ROADS DEPOTS OP/INC</b>		<b>(1,281,682)</b>	<b>(1,268,253)</b>	<b>(2,168,532)</b>	<b>0</b>
<b>Total - MTCE STREETS ROADS DEPOTS</b>		<b>(255,812)</b>	<b>(725,050)</b>	<b>(2,168,532)</b>	<b>3,153,434</b>
<b>ROAD PLANT</b>					
<b>OPERATING EXPENDITURE</b>					
49999	PLANT SALES EXPENSES	0	0	0	5,000
<b>Sub Total - ROAD PLANT OP/EXP</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
<b>Total - ROAD PLANT</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>

**Shire of Gnowangerup  
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		YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
G/L	JOB	Budget	Actual	Income	Expenditure
	<b>TRAFFIC CONTROL</b>				
	<b>OPERATING EXPENDITURE</b>				
	<b>Sub Total - TRAFFIC CONTROL OP/EXP</b>	0	0	0	0
	<b>OPERATING INCOME</b>				
42013	Sale of Plates	0	(112)	(55)	0
	<b>Sub Total - TRAFFIC CONTROL OP/INC</b>	0	(112)	(55)	0
	<b>Total - TRAFFIC CONTROL</b>	0	(112)	(55)	0
	<b>AERODROMES</b>				
	<b>OPERATING EXPENDITURE</b>				
43002	Gnowangerup Airstrip Maintenance	3,376	1,094	0	16,055
43012	Gnowangerup Airstrip Operations	40,598	2,660	0	136,112
	<b>Sub Total - AERODROMES OP/EXP</b>	43,974	3,754	0	152,167
	<b>OPERATING INCOME</b>				
43003	Gnowangerup Airstrip Income	0	0	(190,000)	0
	<b>Sub Total - AERODROMES OP/INC</b>	0	0	(190,000)	0
	<b>Total - AERODROMES</b>	43,974	3,754	(190,000)	152,167
	<b>Total - TRANSPORT</b>	(211,838)	(721,408)	(2,358,587)	3,310,601

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02 31 OCTOBER 2022		2022-23	
		Budget	Actual	Income	Expenditure
<b>TOURISM AND AREA PROMOTION</b>					
<b>OPERATING EXPENDITURE</b>					
46012	Strategy & Governance Unit Costs	10,203	10,497	0	30,622
46092	Gnowangerup Caravan Park - Operation Costs	2,475	441	0	6,671
46102	Gnowangerup Caravan Park Building Maintenance Costs	0	94	0	5,000
46122	Local Tourism Promotion	0	0	0	3,000
	<b>Sub Total - TOURISM &amp; AREA PROMOTION OP/EXP</b>	<b>12,678</b>	<b>11,033</b>	<b>0</b>	<b>45,293</b>
<b>OPERATING INCOME</b>					
46003	Grants & Subsidies	0	0	(107,416)	0
46013	Caravan Park Licences	0	(800)	(200)	0
	<b>Sub Total - TOURISM &amp; AREA PROMOTION OP/INC</b>	<b>0</b>	<b>(800)</b>	<b>(107,616)</b>	<b>0</b>
	<b>Total - TOURISM &amp; AREA PROMOTION</b>	<b>12,678</b>	<b>10,233</b>	<b>(107,616)</b>	<b>45,293</b>
<b>BUILDING CONTROL</b>					
<b>OPERATING EXPENDITURE</b>					
47012	Building Administration Allocations	1,280	1,284	0	3,841
47022	Building Services - Salaries	9,775	8,990	0	36,248
47032	Building Services - Superannuation	2,158	1,126	0	7,441
47042	Building Control Insurances	1,313	1,621	0	1,313
	<b>Sub Total - BUILDING CONTROL OP/EXP</b>	<b>14,526</b>	<b>13,020</b>	<b>0</b>	<b>48,843</b>
<b>BUILDING CONTROL OP/INC</b>					
47003	Building Licences & Fees	(420)	(766)	(3,500)	0
47013	BRB & BCITF Commissions	(5)	(33)	(40)	0
	<b>Sub Total - BUILDING CONTROL OP/INC</b>	<b>(425)</b>	<b>(799)</b>	<b>(3,540)</b>	<b>0</b>
	<b>Total - BUILDING CONTROL</b>	<b>14,101</b>	<b>12,221</b>	<b>(3,540)</b>	<b>48,843</b>
<b>ECONOMIC DEVELOPMENT</b>					
<b>OPERATING EXPENDITURE</b>					
50002	Administration Allocations	893	916	0	2,679
50022	Community Capacity Building	0	0	0	400
50112	Banners and Banner Pole Maintenance	0	0	0	3,000
	<b>Sub Total - ECONOMIC DEVELOPMENT OP/EXP</b>	<b>893</b>	<b>916</b>	<b>0</b>	<b>6,079</b>
<b>OPERATING INCOME</b>					

**Shire of Gnowangerup**  
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 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>Sub Total - ECONOMIC DEVELOPMENT OP/INC</b>		0	0	0	0
<b>Total - ECONOMIC DEVELOPMENT</b>		893	916	0	6,079

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
<b>PUBLIC UTILITY SERVICES</b>					
<b>OPERATING EXPENDITURE</b>					
51002	Standpipe Maintenance	494	636	0	5,485
51012	Gnowangerup Standpipe	1,939	1,092	0	6,350
51022	Ongerup Standpipe	323	0	0	1,000
51032	Borden Standpipe	65	0	0	200
51042	Formby Road Bore	1,592	276	0	5,705
51052	Highdenup Road Bore	676	135	0	2,685
51092	Toompup Bore	0	0	0	200
<b>Sub Total - PUBLIC UTILITY SERVICES OP/EXP</b>		<b>5,089</b>	<b>2,138</b>	<b>0</b>	<b>21,625</b>
<b>OPERATING INCOME</b>					
51003	Gnowangerup Standpipe Fees	(960)	(300)	(6,000)	0
51013	Ongerup Standpipe Fees	0	0	0	0
51033	Virginia Land Lease	0	0	(7,350)	0
51063	Exploration on Road Reserves & Reserves	0	0	0	0
51073	Standpipe Swipe Card	0	0	0	0
<b>Sub Total - PUBLIC UTILITY SERVICES OP/INC</b>		<b>(960)</b>	<b>(300)</b>	<b>(13,350)</b>	<b>0</b>
<b>Total - PUBLIC UTILITY SERVICES</b>		<b>4,129</b>	<b>1,838</b>	<b>(13,350)</b>	<b>21,625</b>
<b>Total - ECONOMIC SERVICES</b>		<b>31,801</b>	<b>25,209</b>	<b>(124,506)</b>	<b>121,840</b>

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>PRIVATE WORKS</b>					
<b>OPERATING EXPENDITURE</b>					
53002	Private Works	4,791	4,606	0	11,141
53022	Motor Vehicle Licensing	11,455	10,625	0	34,379
<b>Sub Total - PRIVATE WORKS OP/EXP</b>		16,246	15,231	0	45,520
<b>OPERATING INCOME</b>					
53003	Private Works Income	(4,791)	(4,135)	(11,141)	0
<b>Sub Total - PRIVATE WORKS OP/INC</b>		(4,791)	(4,135)	(11,141)	0
<b>Total - PRIVATE WORKS</b>		11,455	11,096	(11,141)	45,520
<b>PUBLIC WORKS OVERHEADS</b>					
<b>OPERATING EXPENDITURE</b>					
57002	Annual Leave	45,114	35,595	0	132,689
57012	Long Service Leave	0	15,592	0	64,654
57022	Public Holidays	4,590	11,832	0	57,374
57032	Sick Leave	11,475	20,267	0	57,374
57042	Supervision & Administration	75,050	62,432	0	225,239
57052	General Duties	7,280	8,401	0	14,000
57062	Toolbox Meetings	3,172	910	0	5,665
57072	Strategy & Governance Unit Costs	2,689	2,816	0	8,070
57082	Superannuation	77,338	46,926	0	232,106
57092	Works Training/ Conferences	8,332	17,018	0	20,000
57102	Workers Compensation	41,198	37,657	0	41,198
57112	Job Costed Expenses	5,243	0	0	10,485
57122	Mobile Phones - Works	2,050	1,238	0	5,200
57132	EBA Uniforms & Licence Expenses	0	145	0	8,610
57142	Safety Clothing & Equipment	37	391	0	3,700
57152	Other Costs	14,350	9,969	0	43,068
57162	Insurance	18,850	27,752	0	18,850
57182	Administration Allocations	35,051	38,736	0	105,194
57192	Rostered Days Off	616	1,565	0	1,850
57252	LOT 271A QUINN STREET Housing ALLOCATIONS	2,791	3,861	0	6,239
57262	LOT 271B QUINN STREET HOUSING ALLOCATIONS	2,169	1,046	0	4,614
57272	Housing Expenses - Works Manager	4,755	518	0	14,020
57992	Less Recovered From Works	(362,149)	(233,688)	0	(1,080,199)
<b>Sub Total - PUBLIC WORKS O/HEADS OP/EXP</b>		0	114,212	0	0
<b>OPERATING INCOME</b>					
57003	Reimbursements	(900)	0	(900)	0
<b>Sub Total - PUBLIC WORKS O/HEADS OP/INC</b>		(900)	0	(900)	0



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G/L	JOB	YTD COMPARATIVES PERIOD 02 31 OCTOBER 2022		ADOPTED BUDGET 2022-23	
		Budget	Actual	Income	Expenditure
<b>Total - PUBLIC WORKS OVERHEADS</b>		(900)	114,212	(900)	0

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
<b>PLANT OPERATIONS COSTS</b>					
<b>OPERATING EXPENDITURE</b>					
58002	Fleet Maintenance	41,434	34,544	0	124,352
58012	Insurance	37,810	45,672	0	37,810
58022	Fuels & oils	81,000	85,405	0	270,000
58032	Tyres	1,440	7,306	0	36,000
58042	Parts & Repairs	22,532	29,722	0	130,000
58052	Licences	14,000	12,238	0	14,000
58062	Blades & points	720	2,886	0	12,000
58072	Expendable Tools	9,450	2,052	0	35,000
58082	Depreciation - Plant	94,296	0	0	283,000
58092	Depreciation - Minor Plant	1,601	0	0	4,805
58112	2 CECIL STREET - BUILDING OPERATION	4,413	1,577	0	12,921
58132	Mechanic Utility Costs	2,666	2,442	0	8,000
58142	Housing - 2 Cecil Street	1,919	1,920	0	5,760
58162	Other Costs	2,414	1,725	0	7,245
58992	Less Recovered From Works	(315,694)	(254,566)	0	(980,893)
<b>Sub Total - PLANT OPERATIONS COSTS OP/EXP</b>		0	(27,076)	0	0
<b>OPERATING INCOME</b>					
58003	Reimbursements	(1,919)	(1,920)	(5,760)	0
58013	Fuel Rebates	(9,600)	0	(30,000)	0
<b>Sub Total - PLANT OPERATIONS COSTS OP/INC</b>		(11,519)	(1,920)	(35,760)	0
<b>Total - PLANT OPERATIONS COSTS</b>		(11,519)	(28,996)	(35,760)	0
<b>MATERIALS AND STOCK</b>					
<b>OPERATING EXPENDITURE</b>					
55032	Fuel & Oils Purchased	89,964	29,857	0	270,000
55042	Less Fuel & Oils Allocated	(89,964)	(81,256)	0	(270,000)
<b>Sub Total - MATERIALS AND STOCK</b>		0	0	0	0
<b>Total - MATERIALS AND STOCK</b>		0	0	0	0
<b>SALARIES AND WAGES</b>					
<b>OPERATING EXPENDITURE</b>					
54002	Gross Salaries & Wages	855,841	771,588	0	2,445,261
54012	Less Salaries Allocated	(855,841)	(771,588)	0	(2,445,261)
54022	Workers Compensation Payments	1,750	0	0	5,000
<b>Sub Total - SALARIES AND WAGES OP/EXP</b>		1,750	0	0	5,000
<b>OPERATING INCOME</b>					

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022		2022-23	
		Budget	Actual	Income	Expenditure
54003	Workers Compensation Reimbursements	(1,750)	0	(5,000)	0
	<b>Sub Total - SALARIES AND WAGES OP/INC</b>	(1,750)	0	(5,000)	0
	<b>Total - SALARIES AND WAGES</b>	0	0	(5,000)	5,000

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**YTD COMPARATIVES**

**PERIOD 02**

**31 OCTOBER 2022**

**ADOPTED BUDGET**

**2022-23**

G/L JOB

Budget

Actual

Income

Expenditure

**ADMINISTRATION**

**OPERATING EXPENDITURE**

**Administration activity units**

59022	IT Licence Costs & Support	89,316	69,335	0	134,289
59032	Accounting	11,200	15,212	0	47,750
59042	Admin Telephone Mail & Reception	4,998	4,204	0	15,000
59052	Office Supplies & Equipment	7,952	10,701	0	23,865
59062	Records Management Costs	5,666	255	0	10,000
59072	Occ Health & Safety	25,321	8,753	0	49,775
59082	Administration Office Building Maintenance	8,226	497	0	16,559
59092	Administration Office Building Operation	38,141	12,250	0	100,893
59102	Police Licensing	0	0	0	1,500
59112	DEPRECIATION - EQUIPMENT RIGHT OF USE	1,673	0	0	5,020
59992	Less Recovered From Activities	(129,543)	(121,207)	0	(388,785)
	<b>Governance &amp; Strategy</b>				
60282	Governance & Strategy Salaries	77,632	70,832	0	232,990
60002	Employee Leave	0	8,387	0	0
60012	Long Service Leave	0	0	0	5,686
60022	Superannuation	11,982	12,316	0	35,960
60032	Governance Training/ Conferences	0	(625)	0	5,450
60042	Workers Compensation	6,527	5,778	0	6,527
60052	Housing Rent Salary Sacrifice	3,199	3,200	0	9,600
60082	Vehicle Expenses (Inc FBT)	10,498	5,048	0	27,000
60102	4 Grocock Street Building Maintenance	7,480	3,158	0	19,558
60142	Insurances	6,532	7,548	0	6,532
60152	S&G Mobile Phone Expenses	1,367	2,395	0	2,100
60162	S&G Uniforms	0	0	0	1,275
60172	S&G Other Minor Expenses	2,270	1,465	0	2,525
60252	Resource Sharing Expenses	0	0	0	4,000
60292	Consulting Expenses	0	0	0	14,000
60992	Less Allocated To works	(101,096)	(105,826)	0	(303,409)
	<b>Corporate &amp; Community</b>				
61262	Corporate & Community Salaries	165,896	135,670	0	497,886
61002	Employee Leave	0	22,515	0	0
61012	Long Service Leave	0	8,113	0	21,113
61022	C&C Superannuation	28,319	25,628	0	84,990
61032	C&C Workers Compensation	13,947	12,516	0	13,947
61042	C&C Vehicle Costs	8,457	1,886	0	20,250
61062	C&C Mobile Phone Costs	1,367	57	0	2,100
61072	Corporate & Community Uniforms	0	0	0	3,500
61082	Corporate & Community Training Costs	0	814	0	20,000
61112	Corporate & Community Other Minor Costs	625	339	0	2,500
61122	Corporate & Community Insurance	10,920	12,567	0	10,920
61222	Rostered Days Off	17	0	0	50
61232	Housing 20 McDonald Street	14,782	7,183	0	36,835
61252	20 McDonald Street - Building Operations	0	0	0	0
61272	Human Resource Costs	13,332	7,437	0	20,000
61992	Less Allocated To Services	(124,578)	(90,200)	0	(373,883)
	<b>Sub Total - ADMINISTRATION OP/EXP</b>	<b>222,423</b>	<b>158,200</b>	<b>0</b>	<b>445,868</b>

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>OPERATING INCOME - ADMINISTRATION</b>					
59003	Licensing Services	(6,120)	(7,993)	(18,000)	0
60003	Reimbursements	(6,203)	(6,080)	(18,740)	0
63003	Reimbursements	0	(167)	0	0
<b>Sub Total - ADMINISTRATION OP/INC</b>		<b>(12,323)</b>	<b>(14,241)</b>	<b>(36,740)</b>	<b>0</b>
<b>Total - ADMINISTRATION</b>		<b>210,100</b>	<b>143,960</b>	<b>(36,740)</b>	<b>445,868</b>

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		<b>PERIOD 02</b>		<b>2022-23</b>	
		<b>31 OCTOBER 2022</b>			
		<b>UNCLASSIFIED</b>			
		<b>OPERATING EXPENDITURE</b>			
62022	Donations & Grants	5,000	0	0	5,300
62032	Insurance Claims	874	0	0	3,495
62042	Other Minor Expenses	0	186	0	5
62082	Toompup Dam Maintenance	499	0	0	1,499
62092	Old Airport Dam Maintenance	1,235	160	0	4,020
62102	Airport Dam Maintenance	1,924	442	0	6,086
62112	Magitup Dam Maintenance	398	0	0	1,507
62122	Bowling Club Dams Maintenance	476	0	0	1,455
62132	Interest on Loan #282	405	0	0	1,275
62142	Pistol Club Dam Maintenance	0	275	0	5,000
62152	Contribution to Mindarabin Water Tank Installation	0	364	0	15,000
	<b>Sub Total - UNCLASSIFIED OP/EXP</b>	<b>10,812</b>	<b>1,427</b>	<b>0</b>	<b>44,642</b>
		<b>OPERATING INCOME</b>			
62003	Insurance Claims Reimbursed	(250)	(31,991)	(1,000)	0
62033	DCEP Grant	(20,000)	0	(80,000)	0
	<b>Sub Total - UNCLASSIFIED OP/INC</b>	<b>(20,250)</b>	<b>(31,991)</b>	<b>(81,000)</b>	<b>0</b>
	<b>Total - UNCLASSIFIED</b>	<b>(9,438)</b>	<b>(30,565)</b>	<b>(81,000)</b>	<b>44,642</b>
	<b>Total - OTHER PROPERTY AND SERVICES</b>	<b>199,698</b>	<b>209,707</b>	<b>(170,541)</b>	<b>541,030</b>

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G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
<b>TRANSFERS TO/FROM RESERVES</b>					
<b>EXPENDITURE</b>					
95001	Transfers To Reserve Funds - (Inc Interest Earned)	167	4,190	0	525,378
	<b>Sub Total - TRANSFER TO OTHER COUNCIL FUNDS</b>	<b>167</b>	<b>4,190</b>	<b>0</b>	<b>525,378</b>
<b>INCOME</b>					
95002	Transfer from Reserve Fund	0	0	(110,000)	0
	<b>Sub Total - TRANSFER FROM OTHER COUNCIL FUNDS</b>	<b>0</b>	<b>0</b>	<b>(110,000)</b>	<b>0</b>
	<b>Total - FUND TRANSFER</b>	<b>167</b>	<b>4,190</b>	<b>(110,000)</b>	<b>525,378</b>
	000000 (Surplus) / Deficit - Carried Forward	(2,090,669)	(3,003,064)	(2,090,669)	0
	<b>Sub Total - SURPLUS C/FWD</b>	<b>(2,090,669)</b>	<b>(3,003,064)</b>	<b>(2,090,669)</b>	<b>0</b>
	<b>Total - SURPLUS</b>	<b>(2,090,669)</b>	<b>(3,003,064)</b>	<b>(2,090,669)</b>	<b>0</b>
<b>LONG TERM LOANS</b>					
80034	LOAN ADVANCE - ONGERUP COMMUNITY DEVELOPMENT	0	0	0	0
	<b>Sub Total - LOAN ADVANCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>INCOME</b>					
80035	WATC LOAN PROCEEDS - ONGERUP COMMUNITY DEVELOP	0	0	0	0
	<b>Sub Total - LONG TERM LOANS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total - DEFERRED LIABILITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>LIABILITY LOANS - PRINCIPAL REPAYMENTS</b>					
<b>CAPITAL EXPENDITURE</b>					
80004	Principal On Loans	28,987	28,987	0	103,381
80024	Finance Leases - Principal	1,453	1,429	0	4,360
	<b>Sub Total - LOAN REPAYMENTS</b>	<b>30,440</b>	<b>30,416</b>	<b>0</b>	<b>107,741</b>
<b>CAPITAL INCOME</b>					
80015	Principal Repaid - Self Supporting Loans	0	0	(5,477)	0
	<b>Sub Total - LOANS RAISED</b>	<b>0</b>	<b>0</b>	<b>(5,477)</b>	<b>0</b>
	<b>Total - NON CURRENT LIABILITIES</b>	<b>30,440</b>	<b>30,416</b>	<b>(5,477)</b>	<b>107,741</b>

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET		
		PERIOD 02		2022-23		
		31 OCTOBER 2022				
		Budget	Actual	Income	Expenditure	
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>						
	000000	Depreciation Written Back	(782,400)	0	0	(2,348,139)
	000000	Long Service Leave - Non Cash	0	0	0	(75,612)
		<b>Sub Total - OPERATING ACTIVITIES EXCLUDED</b>	<b>(782,400)</b>	<b>0</b>	<b>0</b>	<b>(2,423,751)</b>
		<b>Total - OPERATING ACTIVITIES EXCLUDED</b>	<b>(782,400)</b>	<b>0</b>	<b>0</b>	<b>(2,423,751)</b>



**Shire of Gnowangerup  
MONTHLY FINANCIAL REPORT**

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And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>FURNITURE &amp; EQUIPMENT</b>					
<b>HEALTH</b>					
CAPITAL EXPENDITURE					
14014	Health Computer Equip & Software	0	0	0	7,000
<b>Sub Total - CAPITAL WORKS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>
<b>Total - HEALTH</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>
<b>FURNITURE AND EQUIPMENT</b>					
<b>OTHER PROPERTY &amp; SERVICES - ADMINISTRATION</b>					
CAPITAL EXPENDITURE					
59050	Administration Furniture & Equipment	0	0	0	0
<b>Sub Total - CAPITAL WORKS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - OTHER PROPERTY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total - FURNITURE AND EQUIPMENT</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
	<b>LAND AND BUILDINGS</b>				
	<b>HOUSING</b>				
	<b>CAPITAL EXPENDITURE</b>				
23004	Construction of Residences	0	0	0	400,001
23034	4 Grocock Street Renewals	0	0	0	7,000
	<b>Sub Total - CAPITAL WORKS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>407,001</b>
	<b>Total - HOUSING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>407,001</b>
	<b>LAND AND BUILDINGS</b>				
	<b>RECREATION AND CULTURE</b>				
	<b>CAPITAL EXPENDITURE</b>				
32004	Swimming Pool Capital Expenditure	0	0	0	10,000
31004	Yougenup Community Centre	0	5,925	0	61,000
31024	Gnp Town Hall Capital	0	0	0	40,000
31034	Gnp Lesser Hall Capital	0	0	0	6,000
33604	Ongerup Sports Pavilion Capital	0	0	0	50,000
37324	Gnowangerup Star Building Capital	0	17,285	0	15,000
	<b>Sub Total - CAPITAL WORKS</b>	<b>0</b>	<b>23,211</b>	<b>0</b>	<b>182,000</b>
	<b>Total - RECREATION AND CULTURE</b>	<b>0</b>	<b>23,211</b>	<b>0</b>	<b>182,000</b>
	<b>LAND AND BUILDINGS</b>				
	<b>TRANSPORT</b>				
	<b>CAPITAL EXPENDITURE</b>				
39004	Gnowangerup Works Depot Capital	0	65	0	0
	<b>Sub Total - CAPITAL WORKS</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>
	<b>Total - TRANSPORT</b>	<b>0</b>	<b>65</b>	<b>0</b>	<b>0</b>
	<b>LAND AND BUILDINGS</b>				
	<b>ECONOMIC SERVICES</b>				
	<b>EXPENDITURE</b>				
46004	Gnowangerup Caravan Park Buildings	0	0	0	329,416
	<b>Sub Total - CAPITAL WORKS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>329,416</b>
	<b>Total - ECONOMIC SERVICES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>329,416</b>

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
 And Type Of Activities Within The Programme

		YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
G/L	JOB	31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
<b>LAND AND BUILDINGS</b>					
<b>OTHER PROPERTY AND SERVICES</b>					
<b>CAPITAL EXPENDITURE</b>					
59040	Administration Centre Building Capital	5,500	0	0	5,500
	<b>Sub Total - CAPITAL WORKS</b>	5,500	0	0	5,500
	<b>Total - OTHER PROPERTY AND SERVICES</b>	5,500	0	0	5,500
	<b>Total - LAND AND BUILDINGS</b>	5,500	23,275	0	923,917

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

**YTD COMPARATIVES**

**PERIOD 02**

**31 OCTOBER 2022**

**ADOPTED BUDGET**

**2022-23**

G/L JOB

Budget

Actual

Income

Expenditure

**PLANT AND EQUIPMENT**

**RECREATION AND CULTURE**

**CAPITAL EXPENDITURE**

33224	Other Rec & Sport - Plant & Equipment	0	0	0	28,000
32204	Purchase Swimming Pool Plant & Equipment	0	6,086	0	5,500
	<b>Sub Total - CAPITAL WORKS</b>	0	6,086	0	33,500
	<b>Total - RECREATION AND CULTURE</b>	0	6,086	0	33,500

**PLANT AND EQUIPMENT**

**TRANSPORT**

**CAPITAL EXPENDITURE**

40544	Purchase Tip Truck GN.0014	0	0	0	315,000
40554	Purchase Tip Truck GN.0044	0	0	0	315,000
40024	Purchase of Vehicle (GN.0004)	0	0	0	45,000
40374	Purchase of Utility GN.0016	0	0	0	37,000
43104	Purchase Airport Sweeper	0	10,259	0	12,000
	<b>Sub Total - CAPITAL WORKS</b>	0	10,259	0	724,000
	<b>Total - TRANSPORT</b>	0	10,259	0	724,000

**PLANT AND EQUIPMENT**

**OTHER PROPERTY & SERVICES**

**CAPITAL EXPENDITURE**

40014	CEO Vehicle	0	0	0	65,000
40164	MCS Vehicle	0	0	0	35,000
	<b>Sub Total - CAPITAL WORKS</b>	0	0	0	100,000
	<b>Total - ECONOMIC SERVICES</b>	0	0	0	100,000
	<b>Total - PLANT AND EQUIPMENT</b>	0	16,345	0	857,500

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
		PERIOD 02 31 OCTOBER 2022		2022-23	
<b>ROAD INFRASTRUCTURE CAPITAL</b>					
<b>ROAD CONSTRUCTION</b>					
38014		<b>Roads To Recovery Projects</b>			
38014	RR006	85,792	40,539	0	85,792
38014	RR015	0	336	0	114,347
38014	RR016	92,992	2,100	0	92,992
38014	RR115	100,114	31	0	100,114
38004		<b>Regional Road Group Projects</b>			
38004	RG001	0	202,279	0	573,001
38004	RG055	0	0	0	86,500
38004	RG146	0	743	0	129,500
		<b>Commonwealth Local Roads Community infrastructure Program</b>			
38204	LR003	0	2,606	0	285,000
		<b>Municipal Road Construction Projects</b>			
38104		<b>Road Reseals</b>			
38104	RS019	0	1,940	0	43,225
38104	RS040	90,550	0	0	90,550
38104	RS110	0	767	0	104,991
38104	RS145	0	151,000	0	151,000
38094		<b>Council Road Program</b>			
38094	GS013	0	56,666	0	91,780
	<b>Sub Total - CAPITAL WORKS</b>	369,448	459,007	0	1,948,792
	<b>Total - ROADS</b>	369,448	459,007	0	1,948,792
	<b>Total - INFRASTRUCTURE ASSETS ROADS</b>	369,448	459,007	0	1,948,792

**Shire of Gnowangerup**  
**MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB		YTD COMPARATIVES		ADOPTED BUDGET	
			Budget	Actual	Income	Expenditure
		<b>FOOTPATHS</b>				
38304	PC03	LRCI Footpath Construction (Phase 3)			0	50,000
		<b>Sub Total - CAPITAL WORKS</b>	0	0	0	50,000
		<b>Total - TRANSPORT - FOOTPATHS</b>	0	0	0	50,000
		<b>Total - FOOTPATH ASSETS</b>	0	0	0	50,000
		<b>AIRPORT</b>				
43004		Airstrip Capital Improvements	0	0	0	327,050
43024		Airport Runway Repairs	0	0	0	6,000
		<b>Sub Total - CAPITAL WORKS</b>	0	0	0	333,050
		<b>Total - TRANSPORT - AERODROMES</b>	0	0	0	333,050
		<b>Total - AERODROME ASSETS</b>	0	0	0	333,050
		<b>DRAINAGE</b>				
38404		Drainage Renewals	0	0	0	5,000
		<b>Sub Total - CAPITAL WORKS</b>	0	0	0	5,000
		<b>Total - TRANSPORT - DRAINAGE</b>	0	0	0	5,000
		<b>Total - DRAINAGE ASSETS</b>	0	0	0	5,000
		<b>SEWERAGE</b>				
26014		Ongerup Waste Water Ponds	0	49	0	20,000
		<b>Sub Total - CAPITAL WORKS</b>	0	49	0	20,000
		<b>Total - COMMUNITY AMENITIES - SEWERAGE</b>	0	49	0	20,000
		<b>Total - SEWERAGE ASSETS</b>	0	49	0	20,000
		<b>PARKS &amp; OVALS</b>				
33254		Playground Gnp Sports Complex	3,671	0	0	3,671
		<b>Sub Total - CAPITAL WORKS</b>	3,671	0	0	3,671
		<b>Total - PARKS &amp; OVALS</b>	3,671	0	0	3,671
		<b>Total - INFRASTRUCTURE ASSETS - PARKS &amp; OVALS</b>	3,671	0	0	3,671

**Shire of Gnowangerup  
MONTHLY FINANCIAL REPORT**

Details By Function Under The Following Program Titles  
And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		Budget	Actual	Income	Expenditure
	<b>INFRASTRUCTURE ASSETS - OTHER</b>				
	<b>LAW, ORDER &amp; PUBLIC SAFETY</b>				
07044	CCTV GNOWANGERUP TOWNSITE	0	7,042	0	6,700
	<b>Sub Total - CAPITAL WORKS</b>	0	7,042	0	6,700
	<b>Total - LAW, ORDER &amp; PUBLIC SAFETY</b>	<b>0</b>	<b>7,042</b>	<b>0</b>	<b>6,700</b>
	<b>INFRASTRUCTURE OTHER</b>				
	<b>COMMUNITY AMENITIES</b>				
30104	Gnp Cemetery Project	0	0	0	0
	<b>Sub Total - CAPITAL WORKS</b>	0	0	0	0
	<b>Total - COMMUNITY AMENITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>INFRASTRUCTURE OTHER</b>				
	<b>RECREATION &amp; CULTURE</b>				
33454	Netball Courts Capital Expenditure	0	0	0	44,725
33804	REC & CULTURE - OTHER INFRASTRUCTURE CAPITAL				
33804 LR800	Footpath Solar Lighting - Gnp Recreation Complex	0	(1,324)	0	0
33804 FEN01	Dam Fencing - Gnp Recreation Complex	0	0	0	38,000
	<b>Sub Total - CAPITAL WORKS</b>	0	(1,324)	0	82,725
	<b>Total - RECREATION &amp; CULTURE</b>	<b>0</b>	<b>(1,324)</b>	<b>0</b>	<b>82,725</b>
	<b>INFRASTRUCTURE OTHER</b>				
	<b>TRANSPORT</b>				
38604	Footbridge - Park Road	0	0	0	40,000
	<b>Sub Total - CAPITAL WORKS</b>	0	0	0	40,000
	<b>Total - TRANSPORT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>
	<b>INFRASTRUCTURE OTHER</b>				
	<b>OTHER PROPERTY &amp; SERVICES</b>				
59014	Electronic Public Notice Board	18,000	16,699	0	18,000
	<b>Sub Total - CAPITAL WORKS</b>	<b>18,000</b>	<b>16,699</b>	<b>0</b>	<b>18,000</b>

**Shire of Gnowangerup**  
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 And Type Of Activities Within The Programme

G/L	JOB	YTD COMPARATIVES		ADOPTED BUDGET	
		PERIOD 02		2022-23	
		31 OCTOBER 2022			
		Budget	Actual	Income	Expenditure
		18,000	16,699	0	18,000
	<b>Total - INFRASTRUCTURE ASSETS - OTHER</b>	<b>18,000</b>	<b>22,417</b>	<b>0</b>	<b>147,425</b>
	<b>GRAND TOTALS</b>	<b>(5,453,338)</b>	<b>(6,650,796)</b>	<b>(10,758,632)</b>	<b>10,758,632</b>



*DCEO C. Delmage declared an impartiality interest in item 11.7 as 20 McDonald Street, Gnowangerup, is provided to her as employee housing as part of her contract of employment.*

**11.7 20 MCDONALD STREET, GNOWANGERUP – CAPITAL HOUSING REPAIRS & UNBUDGETED RESERVE TRANSFER**

<b>Location:</b>	Shire of Gnowangerup
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	16 November 2022
<b>Business Unit:</b>	Infrastructure
<b>Author:</b>	Geoff Carberry – Asset & Waste Management Coordinator
<b>Responsible Officer:</b>	Geoff Carberry – Asset & Waste Management Coordinator
<b>Disclosure of Interest:</b>	Cherie Delmage – Deputy Chief Executive Officer

ATTACHMENTS

- Quote – Kusters Outdoor Pty Ltd – Replace Panel Lift (Roller) Door on Garage
- Quote – Bullseye Plumbing – Install Heat Pump Hot Water System

PURPOSE OF THE REPORT

For Council to consider and approve unbudgeted reallocation of funds from the Shire’s Building Reserve for the purpose of identified urgent capital expenditure on a Shire owned staff house located at 20 McDonald Street, Gnowangerup.

BACKGROUND

20 McDonald Street, Gnowangerup is currently occupied by the DCEO. Two capital repair items have been identified at the property by Geoff Carberry, Asset & Waste Management Coordinator.

The panel lift (roller) door on the garage has started to fail and was due for replacement in 2017 which did not occur. It has developed a split in the centre panel thus allowing the door to flex and place excessive pressure on the mounting rollers. These rollers are now disengaging with the rails creating a safety issue. The cost of this repair is \$4,245 GST Exclusive.

The solar hot water system solar panels have failed which means that the system no longer works unless the booster switch is on. It is recommended that a Heat Pump HWS be installed as this is the most efficient option available for this size installation. The cost of this repair is \$5,950 GST Exclusive. Only one quote was obtained for this work as no other provider was willing to come to Gnowangerup to undertake the work. On top of the quoted installation there will need to be a power point installed which will be an additional \$250 GST Exclusive.

COMMENTS

Nil

### CONSULTATION

Nil

### LEGAL AND STATUTORY REQUIREMENTS

Shire staff have worked to ensure legal and statutory requirements regarding the procurement process and transfer of unbudgeted reserves have been met.

### POLICY IMPLICATIONS

Purchasing Policy 4.1 applies

### FINANCIAL IMPLICATIONS

As the proposed works are unbudgeted and are considered urgent, it is recommended that the cost of the repairs be covered by a transfer from the Shire's Building Reserve that had a balance of \$193,517 as of 1 July 2022.

When staff undertake the annual budget review, it is anticipated that savings will be identified in other areas which will allow for the transfer of funds to go back into the Shire's Building Reserve.

### STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 2. Our Economy

Community Priority: 2.3 Housing and rental stock assists in attraction and retention of the local workforce

### STRATEGIC RISK MANAGEMENT CONSIDERATIONS

Meeting the objectives of Council adopted Asset Management Plans are a recognised strategic risk management tool.

### IMPACT ON CAPACITY

Nil

### ALTERNATE OPTIONS AND THEIR IMPLICATIONS

If the work does not proceed, vehicle access to the garage will be removed; if the heat pump is not installed, the purpose of having solar hot water system installed will be obsolete.

### CONCLUSION

The need to replace and/or repair both the panel lift (roller) door on the garage and the solar hot water system are considered urgent and necessary.

The requirement for the works to occur now as an unbudgeted item shows the importance of the constant monitoring, adjustment and adherence to the Shire's Asset Management Plan as is now the current practice.

### VOTING REQUIREMENTS

Absolute Majority

**COUNCIL RESOLUTION**

**Moved: Cr S Hmeljak**

**Seconded: Cr M Creagh**

**1122.142 That Council:**

- 1. Approves the unbudgeted expenditure of:**
  - **Job No: SH001 20 McDonald Street, Gnowangerup - Roller Door Replacement - \$4,245; and**
  - **Job No: SH002 20 McDonald Street, Gnowangerup – Solar Heat Pump Replacement - \$6,200**
- 2. Approves the unbudgeted transfer of \$10,445 from the Shire’s Building Reserve Account.**

**CARRIED BY ABSOLUTE MAJORITY: 7/0**

19 Graham Street  
Albany WA 6330  
Tel (08) 9842 7650  
Email Johnp@koster outdoor.com.au



Gnowangerup Shire  
House 20 McDonald Street

Date: 19<sup>th</sup> October 2022

Thank you for the opportunity to provide our quotation as follows:-

Price includes the following :

- Remove and dispose of existing dilapidated panel lift door
- Replacement B&D Panel lift
- Colour: Classic Cream same as existing
- Reuse existing motor

Terms & Conditions	Our quotation has been provided based upon the attached terms & conditions
Validity Period	14 days from date of this quotation, after which it will need verification.
Payment Terms	Payable on day of practical completion. Credit card facilities are available however this will attract an additional charge)

Quotation - (Inc. GST) \$4670.00

Should you wish to proceed with the quoted works please complete the following details. If you have any further queries, please call me – we're here to help.

Yours Sincerely

John Plug

“I accept the above quote and costs for **\$4670** , in the following style **Seville** and colour **Classic Cream** \_ & authorise Koster’s to proceed with the works”.  
“I acknowledge I have read page 2 and 3 of the Terms & Conditions and agree to abide by these”.

Name/s: \_\_\_\_\_ Date: \_\_\_\_\_

Signature/s: **x** \_\_\_\_\_

# KOSTER'S OUTDOOR PTY LTD – TERMS & CONDITIONS

Koster's Outdoor Pty Ltd, 19 Graham Street, Albany 6330 ABN: 85 159 951 738

(Hereinafter referred to as Koster's) And

\_\_\_\_\_ of address \_\_\_\_\_

(Hereinafter referred to as the Owner)

This agreement consists of the following documents;

- i. Koster's Outdoor Pty Ltd Terms and Conditions (Supply & Install)
- ii. Koster's Quotation including all documents referenced within sheet

constitutes the entire agreement between Koster's and the Owner where Koster's have agreed to carry out the Works for the Owner as described in this agreement in consideration of payment by the Owner of the agreed Price.

This agreement may be amended only by the written agreement of both Koster's and the Owner, furthermore if Koster's or the Owner are two or more persons then they shall be bound jointly and severally.

## 1. Interpretation

- 1.1. The Works shall be those as detailed within Koster's Quote as referenced.
- 1.2. Price means the Price payable for the Works as agreed between Koster's and the Owner in accordance with clause 8 below.
- 1.3. Site is as detailed within the Koster's Quote

## 2. Koster's obligations

- 2.1. Koster's will complete the scope of work and provide the materials described in this agreement in a proper and workmanlike manner.

## 3. Owners obligations

- 3.1. The Owner will facilitate the efficient performance of the Works by Koster's and shall pay Koster's in accordance with this agreement.
- 3.2. The Owner is liable for and must indemnify Koster's against all liabilities, claims, proceedings, judgments, damages, obligations, costs, losses and expenses of any nature caused or contributed to by the acts or omissions of the Owner or any other party acting on behalf of the Owner, including but not limited to, the Owner causing damage to Koster's materials on site.
- 3.3. The Owner must provide all information they possess or are aware of, relating to the site and surrounding area. Furthermore Koster's require all details relating to any known services within the site and surrounding areas.

## 4. Timing

- 4.1. Koster's shall notify the Owner prior to commencement of the works. Should Koster's encounter any delays during the works for any reason they will notify the Owner in a reasonable time.

## 5. Access to Site

- 5.1. The Owner must ensure continuous uninterrupted access to the Site at all times.
- 5.2. The Owner shall not access the site area without the written authorization of Koster's, due to safety.
- 5.3. Koster's shall not be liable for any negligent act by the Owner or third party.

## 6. Insurance

- 6.1. Each party to this agreement warrants that it will maintain for the duration of the Works, all insurances required by law.

## 7. Payment & Variations

- 7.1. Payment of the Price, plus any adjustments for variations and the like, will become due for payment on the day of completion (as detailed within Clause 9 below).
- 7.2. Payment of the Price shall constitute acceptance of the Works.
- 7.3. Koster's shall not be required to perform any variations until the owner has signed the variation agreement which will provide details of all additional costs and any potential delays to completion.
- 7.4. The Owner will be liable to pay interest on any payment which is not made strictly in accordance with this clause 7, calculated daily at the rate of 10% per annum.

## 8. Completion

- 8.1. The works have reached completion when;
  - 8.1.1. The Works have been erected on Site and are fit for their intended purpose, subject to minor defects and omissions.

## 9. Defects Liability

- 9.1. The Defects Liability Period shall commence upon Completion and continue for a period of four (4) months. Prior to expiry of the Defects Liability Period the Owner is required to provide a written list of all defects and Koster's shall make good all defects within a reasonable time, or as agreed, at their own cost.
- 9.2. Should Koster's fail to rectify any notified defects within the required time frame, the Owner may engage others to amend or make good the defect, after providing 7 days written notice to Koster's. The Owner is entitled to recover the costs incurred, due to Koster's failure under Clause 10.2, from Koster's.

**10. Default, Suspension and Termination**

- 10.1. Either party may issue a written notice of default in the event of a breach of this agreement by the other. Should the default not be remedied within 5 working days, the agreement may be suspended immediately or terminated on a further 5 working days written notice. If suspended, the agreement may be terminated immediately if the default is not remedied within 5 workings days.
- 10.2. In the event that either party commits an act of insolvency, then either party may terminate without notice.

**11. Disputes**

- 11.1. If a dispute arises in relation to this agreement or the Works, the Parties shall negotiate in good faith to reach a mutually acceptable agreement. It is agreed that a meeting should take place within 10 working days of any matter being referred by either Party.
- 11.2. Should the Parties be unable to reach agreement in accordance with Clause 12.1 either party may refer the dispute to formal dispute resolution proceedings within a reasonable time frame. The Master Builders Association of WA shall appoint a suitably qualified arbitrator, adjudicator or similar for any dispute unless otherwise agreed between the parties.

**12. Intellectual Property**

- 12.1. The Owner acknowledges that any documents, designs, drawings, plans and the like produced or developed by Koster's remain the property of Koster's.

**13. Title & Risk**

- 14.1 Unless otherwise stated within these terms and conditions, Koster's retains title to property, whether tangible or intangible, it provides to the Owner in relation to the Works and any Goods Koster's delivers into the Owners possession, custody or control do not become the Owners property until the Owner has made full and final payment in accordance with Clause 8.

Signed on behalf of The Owner:  \_\_\_\_\_ Date: \_\_\_\_\_

Signed on behalf of Koster's:  \_\_\_\_\_ Date: \_\_\_\_\_

**From:** [Geoffrey Carberry](#)  
**To:** [Anita Finn](#)  
**Subject:** FW: Hot water heater replacement 20 McDonald  
**Date:** Thursday, 17 November 2022 1:52:50 PM

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-----Original Message-----

From: Rhys Ravenhill <rhys267@hotmail.com>  
Sent: Wednesday, 2 November 2022 8:31 PM  
To: Geoffrey Carberry <geoff.carberry@gnowangerup.wa.gov.au>  
Subject: Hot water heater replacement 20 McDonald

Hello Geoff,

Existing hot water heater at 20 McDonald st Is a solar hot water heater with a booster.

Heat pump-

Heat pump hot water heater to be installed, this similar to a solar but tank and unit, mounted on the ground, with pipes running to and from Installation of a 270-300L unit \$5,950.00 plus gst

No cost for electrician or solar removal. About \$900 worth of rebates available after installation, credit to the shire.

Disconnect of existing solar & Installation of power point not quoted.

Regards

Rhys Ravenhill  
Bullseye Plumbing & Gas  
0429903499

**12. REPORT FOR DECISION – CONFIDENTIAL ITEMS**

Nil

**OTHER BUSINESS AND CLOSING PROCEDURES**

**13. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL**

**PROCEDURAL MOTION**

Moved: Cr G Stewart

Seconded: Cr M Creagh

**1122.143** That the urgent businesses of items 13.1 be considered at today's meeting.

**UNANIMOUSLY CARRIED: 7/0**

*CEO D Nicholson declared an impartiality interest in item 13.1 as he is the tenant of 4 Grocock Street, Gnowangerup.*

<b>13.1</b>	<b>4 GROCOCK STREET, GNOWANGERUP – CAPITAL HOUSING REPAIRS &amp; UNBUDGETED RESERVE TRANSFER</b>
<b>Location:</b>	Shire of Gnowangerup
<b>Proponent:</b>	N/A
<b>Date of Report:</b>	23 November 2022
<b>Business Unit:</b>	Infrastructure
<b>Author:</b>	Geoff Carberry – Asset & Waste Management Coordinator
<b>Responsible Officer:</b>	Geoff Carberry – Asset & Waste Management Coordinator
<b>Disclosure of Interest:</b>	David Nicholson – Chief Executive Officer

**ATTACHMENTS**

Nil

**PURPOSE OF THE REPORT**

For Council to consider and approve unbudgeted reallocation of funds from the Shire's Building Reserve for the purpose of identified urgent capital expenditure on a Shire owned staff house located at 4 Grocock Street, Gnowangerup.

**BACKGROUND**

4 Grocock Street, Gnowangerup is currently occupied by the CEO. Since carrying out a detailed inspect following concerns raised, two capital repair items have been identified at the property by Geoff Carberry, Asset & Waste Management Coordinator.



The wall oven was first thought to be ok after the previous CEO left but closer inspection has revealed immovable material stuck to various parts of the inside of the top oven space. There has been an unsuccessful attempt by the cleaner to remove this material. Advice has also been received that the oven takes a relatively long time to cook food indicating that more than just an element maybe close to failing.

The separate hot plates are also showing signs of degradation with the burners and underlying body.

#### COMMENTS

Whilst the previous officer did not notice the degraded performance, it should be noted that this premises houses the CEO and therefore should be maintained to a high standard.

The replacement of the wall oven will require cabinetry works to be carried out as the manufacturers of ovens have changed their specifications. The current oven measures 1300mm x 620mm with new ovens being in the range of 595-598 mm x 880-895mm.

A mid-range oven is currently priced at Two Thousand Six Hundred Dollars (\$2600). It is estimated that cabinet works will be less than One Thousand Dollars (\$1,000).

A mid-range gas hot plate that fits the existing bench space is up to Two Thousand Dollars (\$2,000)

Quotes have not been included as consultation will occur with the CEO on individual models

#### CONSULTATION

Nil

#### LEGAL AND STATUTORY REQUIREMENTS

Shire staff have worked to ensure legal and statutory requirements regarding the procurement process and transfer of unbudgeted reserves have been met.

#### POLICY IMPLICATIONS

Purchasing Policy 4.1 applies

#### FINANCIAL IMPLICATIONS

As the proposed works are unbudgeted and are considered urgent, it is recommended that the cost of the repairs be covered by a transfer from the Shire's Building Reserve that had a balance of \$193,517 as of 1 July 2022.

When staff undertake the annual budget review, it is anticipated that savings will be identified in other areas which will allow for the transfer of funds to go back into the Shire's Building Reserve.

It would be prudent if this transfer was carried out in conjunction with item 11.7 of this meetings agenda

#### STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 2. Our Economy

Community Priority: 2.3 Housing and rental stock assists in attraction and retention of the local workforce

STRATEGIC RISK MANAGEMENT CONSIDERATIONS

Meeting the objectives of Council adopted Asset Management Plans are a recognised strategic risk management tool.

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

If the work does not proceed, there is a high risk of equipment failure with an extended repair time.

CONCLUSION

The need to replace the wall oven and hotplates are considered urgent and necessary.

The requirement for the works to occur now as an unbudgeted item shows the importance of the constant monitoring, adjustment and adherence to the Shire's Asset Management Plan as is now the current practice.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL RESOLUTION

**Moved: Cr S Hmeljak**

**Seconded: Cr R Kiddle**

**1122.144 That Council:**

**1. Approves the unbudgeted expenditure of:**

**Job No: SH003 4 Grocock Street, Gnowangerup – Wall oven replacement and associated cabinet works - \$3,600 and**

**Job No: SH004 4 Grocock Street, Gnowangerup – gas hotplate Replacement - \$2,000**

**2. Approves the unbudgeted transfer of \$5,600 from the Shire's Building Reserve Account.**

**CARRIED BY ABSOLUTE MAJORITY: 7/0**

**14. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**15. DATE OF NEXT MEETING**

The next Ordinary Council Meeting will be held on the 14 December 2022.

**16. CLOSURE**

The Shire President thanked Council and staff for their time and declared the meeting closed at 4:06pm.