



AGENDA

ORDINARY MEETING OF COUNCIL

26th June 2019
Commencing at 3:30pm

Council Chambers
28 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 26th June 2019, at the Council Chambers 28 Yougenup Road Gnowangerup, commencing at 3:30pm.

Signed:  _____

CHIEF EXECUTIVE OFFICER

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.

Signed: 

S. Pike
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 6.51 of the Local Government Act 1995
- Closely Associated Persons pursuant to Section 5.62 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 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.

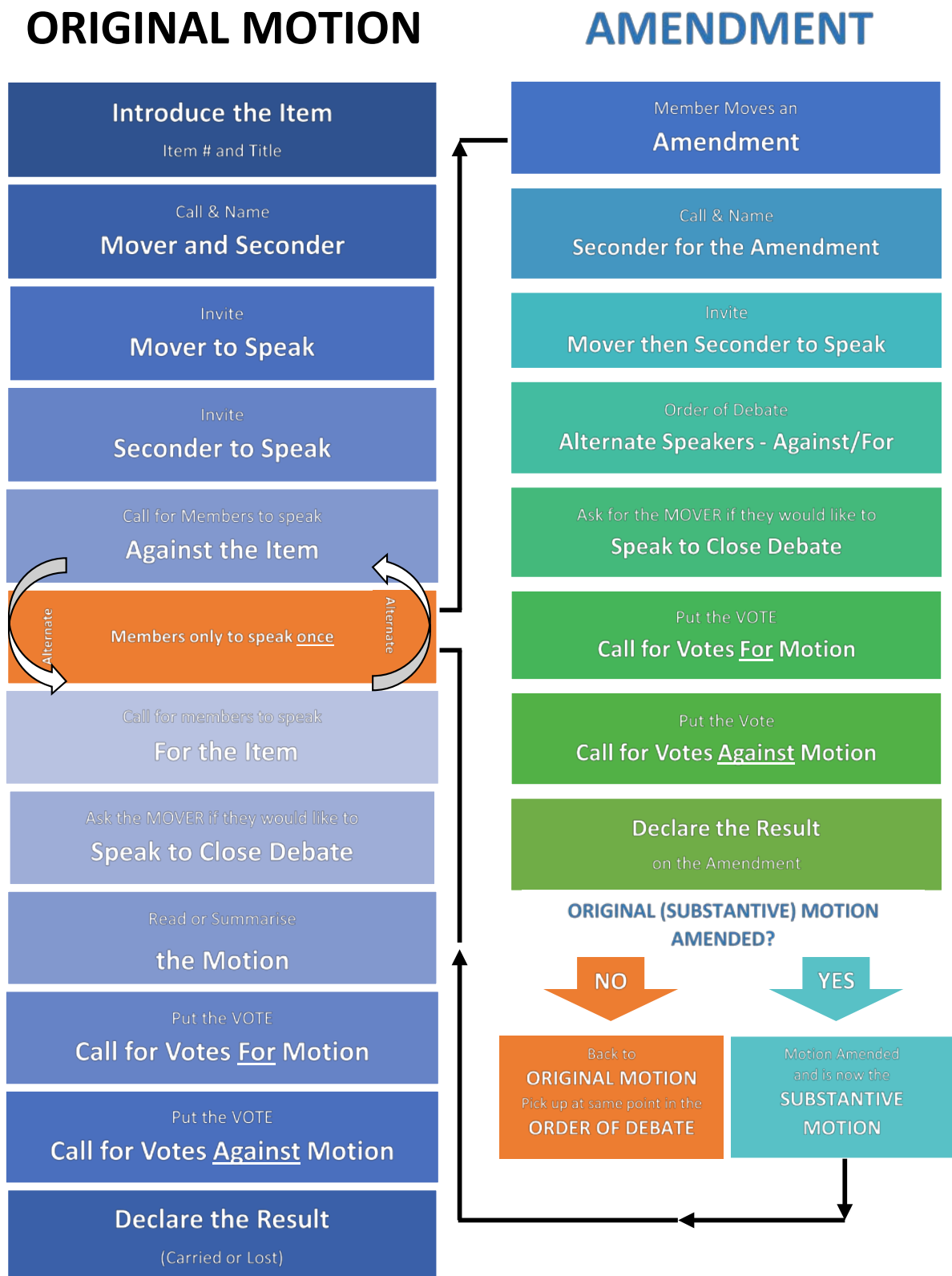
INTERESTS AFFECTING IMPARTIALITY

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.

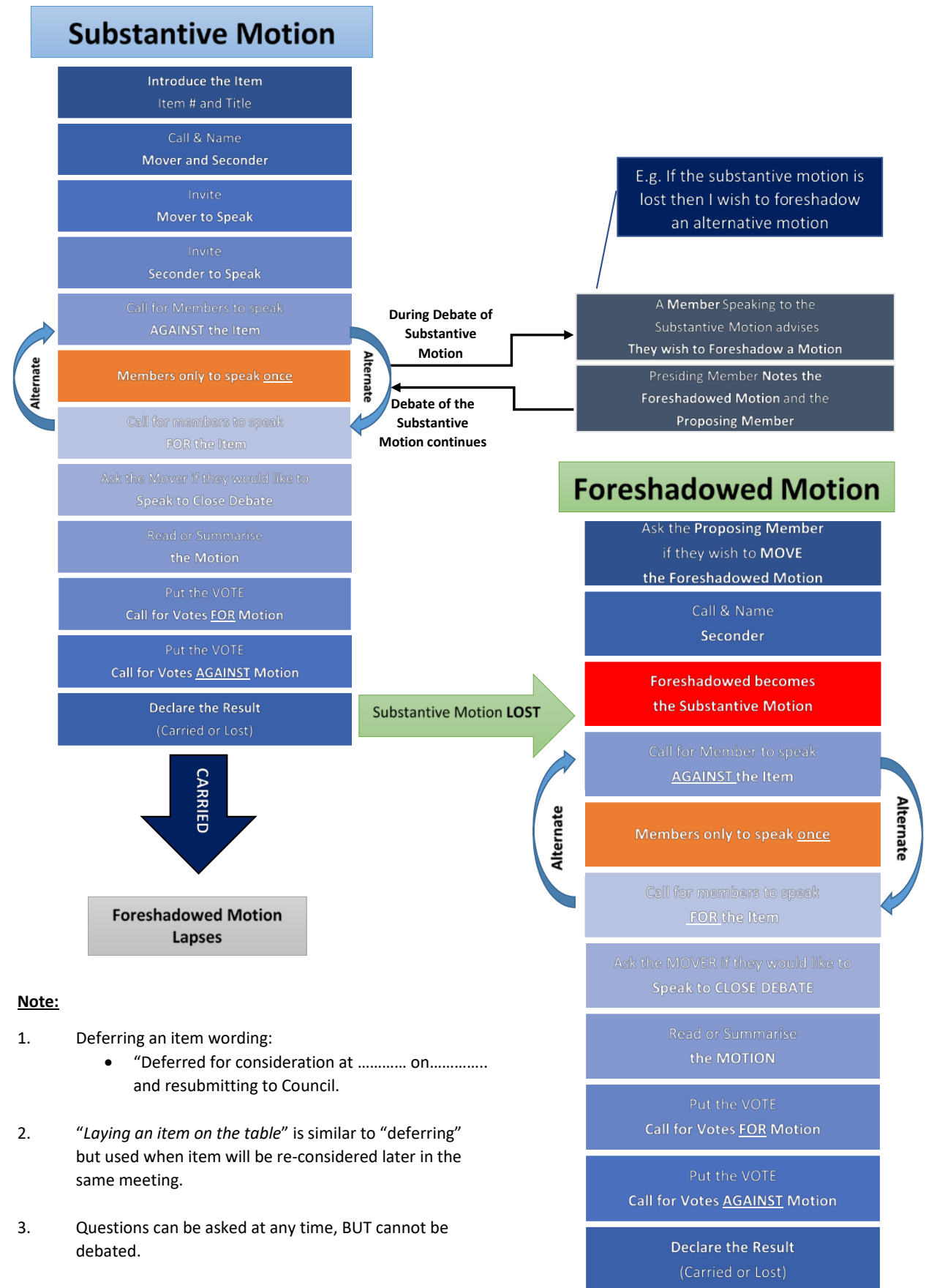


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OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Keith House welcomed Councillors, staff and visitors and opened the meeting at _____pm.

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

3.2 APOLOGIES

3.3 APPROVED LEAVE OF ABSENCE

4. APPLICATION FOR LEAVE OF ABSENCE

5. RESPONSE TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

8.2 DEPUTATIONS

8.3 PRESENTATIONS

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 ORDINARY MEETING OF COUNCIL MINUTES 22nd MAY 2019

OFFICER RECOMMENDATION:

0619. That the minutes of the Ordinary Council Meeting held on 22nd May 2019 be confirmed as a true record of proceedings.

9.2 SPECIAL MEETING OF COUNCIL MINUTES 30TH MAY 2019

OFFICER RECOMMENDATION:

0619. That the minutes of the Special Council Meeting held on 30th May 2019 be confirmed as a true record of proceedings.

9.3 SPECIAL MEETING OF COUNCIL MINUTES 4TH JUNE 2019

OFFICER RECOMMENDATION:

- 0619. That the minutes of the Special Council Meeting held on 4th June 2019 be confirmed as a true record of proceedings.**

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 ELECTED MEMBERS ACTIVITY REPORT

Date of Report: 26th June 2019

Councillors: Various

Attended the following meetings/events

Cr F Gaze:

Cr C Thomas:

Cr R House:

Cr B Moore:

Cr L Martin:

Cr F Hmeljak:

Cr G Stewart:

Cr S Hmeljak:

Cr K House:

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL

11.1 AUDIT COMMITTEE MEETING 26TH JUNE 2019 - FINANCIAL MANAGEMENT SYSTEMS REVIEW 2019

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM0525
Date of Report: 26th June 2019
Business Unit: Strategy and Governance
Officer: V Fordham Lamont – Deputy CEO
Disclosure of Interest: Nil.

ATTACHMENT

- Minutes of the Audit Committee Meeting held on Wednesday 26th June 2019 (Tabled at Meeting)

PURPOSE OF THE REPORT

For Council to accept the recommendation of the Audit Committee Meeting held on Wednesday 26th June 2019 and accept the 2019 Financial Management Systems Review.

BACKGROUND

The Audit Committee met on Wednesday 26th June 2019 and made the following recommendation:

That the Audit Committee:

Receive and note the 2019 Financial Management Systems Review and recommend its acceptance to Council.

COMMENTS

Nil

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

COUNCIL RECOMMENDATION:

0619. That Council:

- 1. Accept the minutes of the Audit Committee Meeting held on 26th June 2019: and**
- 2. Accept the 2019 Financial Management Systems Review.**

12. STRATEGY AND GOVERNANCE

12.1 APPOINTMENT OF THE NEW CHIEF EXECUTIVE OFFICER

Location:	N/A
Proponent:	N/A
File Ref:	
Date of Report:	17 th June 2019
Business Unit:	Strategy and Governance
Officer:	Melissa Hanson –Manager WA LO-GO Appointments
Disclosure of Interest:	Nil

ATTACHMENTS

- LO-GO Appointments Recruitment Report (*Confidential*)

PURPOSE OF THE REPORT

For Council to appoint Mr Bob Jarvis to the position of CEO and endorse the contract of employment.

BACKGROUND

The Council formally endorsed Mr Bob Jarvis as the new Chief Executive Officer at the Special Council Meeting on 30th May 2019 and instructed LO-GO Appointments to offer the position of Chief Executive Officer to Mr Bob Jarvis and negotiate the contract with him.

COMMENTS

Mr Jarvis confirmed his acceptance of the contract and employment conditions. LO-GO Appointments has processed an application for Mr Jarvis' National Police Clearance. Mr Jarvis is to complete a pre-employment medical on Wednesday, 19th June 2019.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan

Theme: A Sustainable and Capable Council.

Objective: Improve the capability and capacity of the Shire.

Strategic Initiative: Maintain a highly skilled and effective workforce.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Strategic Risk Category	Ineffective Leadership
Consequence Rating	Insignificant
Likelihood Rating	Unlikely
Control Rating	Effective
Risk Acceptance Criteria	Acceptable

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION:

0619. That Council:

Appoint Mr Bob Jarvis to the position of Chief Executive Officer for a three-year term commencing 1st October 2019 in accordance with the provisions of the contract of employment, which has been executed, subject to a satisfactory result of the National Police Clearance and the Pre-employment medical examination.

12.2 2019/2020 – 2028/2029 LONG TERM FINANCIAL PLAN

Location:	N/A
Proponent:	N/A
File Ref:	
Date of Report:	12 th June 2019
Business Unit:	Strategy and Governance
Officer:	Darren Long – Financial Consultant
Responsible Officer:	V Fordham Lamont – Deputy CEO
Disclosure of Interest:	Nil

ATTACHMENTS

- Copy of the 2019/2020 – 2028/2029 Long Term Financial Plan (under separate cover)

PURPOSE OF THE REPORT

For Council to receive the 2019/2020 – 2028/2029 Long Term Financial Plan.

BACKGROUND

Section 5.56(1) of the Local Government Act 1995 requires local governments in Western Australia to plan for the future. To assist local governments in meeting their strategic planning responsibilities pursuant to this section, the Department of Local Government has developed an Integrated Planning and Reporting (IPR) Framework.

The Long Term Financial Plan (LTFP) provides information on the Shire’s financial sustainability in the context of the delivery of projects and services contained within the Corporate Business Plan (CBP). The LTFP recognises financial sustainability as a key challenge facing local governments. The reasons for this are discussed under ‘Financial Implications’ below.

The LTFP is an Informing Strategy under the IPR Framework and has been used to inform decision making during the finalisation of the Strategic Community Plan (SCP) and the development of the CBP.

The LTFP enables Council to model the financial impacts of various activities, initiatives, service levels and programs as well as perform risk analysis to measure the impacts of changing assumptions such as growth, inflation, grants and subsidises, etc.

The LTFP facilitates modelling of various scenarios that respond to the priorities identified by the community. The LTFP will identify whether or not those priorities are sustainable given current resourcing, and will evidence any gap between projected expenditures and projected income under each of the scenarios.

The LTFP provides a framework in which Council can assess its revenue building capacity to meet the activities and level of services outlined in the Strategic Community Plan.

It also:

- Establishes greater transparency and accountability of Council to the community;
- Provides an opportunity for early identification of financial issues and any likely impacts in the longer term;
- Provides a mechanism to: understand:
 - how various integrated planning documents fit together;
 - the impact of financial decisions on other plans or strategies;
- Provides a means of measuring Council's success in implementing strategies; and
- Identifies how Council can remain financially sustainable in the longer term.

The LTFP covers a 10 year planning horizon from 2019/2020 to 2028/2029. Key assumptions are contained within the LTFP document. The overall objectives of the LTFP are to:

- Express in financial terms the activities Council proposes to undertake over the short, medium and long term;
- Provide a sound basis for strategic decision making; and
- Guide the future strategies and actions of Council to ensure that it continues to operate in a manner that achieves financial sustainability.

COMMENTS

Darren Long, the Shire's Financial Consultant, has prepared the Long Term Financial Plan after presenting workshops, firstly with Shire officers and, subsequently, with Council.

The attached Long Term Financial Plan will form the basis of the 2019/2020 annual budget.

It is intended to be a high-level document that can be easily understood. The Long Term Financial Plan is presented in two parts – a narrative section followed by tables of financial projections covering the ten years of the plan. It is sufficiently detailed to enable the calculation of statutory financial ratios.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Department of Local Government, Sport and Cultural Industries
Integrated Planning and Reporting – Framework and Guidelines 2016
Section 3.6 Long Term Financial Plan

Local Government Act 1995

Section 5.56 Planning for the future

Local Government (Administration) Regulations 1996,
Reg. 19DA Corporate business plans, requirements for

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Financial sustainability is a key challenge facing local governments due to several contributing factors including increased demand for services beyond those traditionally provided due to increased community expectations, cost shifting from other levels of government, ageing infrastructure and constraints on revenue growth.

Three scenarios have been developed as part of the LTFP.

Scenario 1 models the Base Case and includes:

- (a) No change in the range and level of services;
- (b) Roads to Recovery grants continuing for the life of the Plan;
- (c) Balanced budgets or small surpluses across the life of the Plan;
- (d) An affordable capital works program;
- (e) Rate increases to be set at 6.0% per annum for the first 4 years of the Plan, reducing to 4.0% per annum for the remainder of the plan;

Scenario 2 models the Best Case and includes:

- (a) No change in the range and level of services;
- (b) Roads to Recovery grants being available for the life of the Plan;
- (c) An affordable capital works program;
- (d) Forecast surpluses across each year of the Plan;
- (e) Rate increases to be set at 6.0% per annum for the term of the plan.

Scenario 3 models the Worst Case and includes:

- (a) No change in the range and level of services;
- (b) Roads to Recovery grants being available for the life of the Plan;
- (c) Rate increases to be set at 4.0% per annum for the first 5 years of the plan, and then reducing to 3% for the remainder of the plan.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Financial Sustainability

Objective: To effectively plan for the funding and delivery of major projects.

Strategic Initiative: Effectively prioritise major capital projects to facilitate long-term financial sustainability.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Financial Sustainability
Description	Inability to maintain service and infrastructure levels for the Shire.
Residual Risk: (Low, Moderate, High, Extreme)	Moderate
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Major
Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Unlikely

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The Long Term Financial Plan (LTFP) is a ten year rolling plan that incorporates financial projections. It is a key tool for prioritisation and ensuring the financial sustainability of the Shire of Gnowangerup. The annual budget is directly aligned to the Corporate Business Plan / LTFP.

The Shire of Gnowangerup 2019/2020 – 2028/2029 Long Term Financial Plan satisfies the requirements of the Department of Local Government, Sport and Cultural Industries’ Integrated Planning and Reporting Framework.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION:

0619. That Council:

Receive the 2019/2020 – 2028/2029 Long Term Financial Plan, as presented.



SHIRE OF GNOWANGERUP

LONG TERM FINANCIAL PLAN 2019-20 TO 2028-29

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EXECUTIVE SUMMARY

The Shire of Gnowangerup's Long Term Financial Plan (LTFP) is an important part of Council's Integrated Planning process. The LTFP is aligned with Council's Strategic Community Plan and Corporate Business Plan, and will form the basis for the preparation of Council's annual budgets.

The Long Term Financial Plan covers a 10 year planning period, from 2019-20 to 2028-29 and therefore cannot be set in concrete. The Plan includes the modelling of three scenarios based on a range of assumptions and assesses the Council's revenue capacity against community demands and service levels.

Three scenarios have been modelled:

- (a) Base Case Scenario
- (b) Best Case Scenario
- (c) Worst Case Scenario

Projections contained in the schedules attached to this Plan reveal that over the next 10 years the Shire will require revenue from rates to grow faster than the anticipated Consumer Price Index, estimated to average 4.8% per annum over the life of the Plan.

In adopting such a strategy, the Shire will achieve a greater degree of financial independence with the ability to achieve balanced budgets, continue to improve performance ratios towards the minimum benchmark requirements of the Department of Local Government and Communities, and begin to address infrastructure asset funding gaps in the latter years of the Plan.

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1.0 STRATEGIC OVERVIEW

1.1 PURPOSE OF THE PLAN

The Shire of Gnowangerup's Long Term Financial Plan is an important part of Council's strategic planning process. The Plan is aligned to the Council's Strategic Community Plan and the Corporate Business Plan, and will form the basis for the preparation of the Council's Annual Budget.

The Strategic Community Plan details the community's long term aspirations; however they can only be achieved if sufficient resources like, money, people and assets are allocated. The Long Term Financial Plan (LTFP) costs the community's aspirations against the financial realities.

The LTFP covers a 10 year planning period, from 2019-2020 to 2028-2029; and is a long term planning tool. It allows for the modelling of various scenarios based on a range of assumptions, and assesses the Council's revenue capacity against community demands and service levels. Years 1 to 4 of the Long Term Financial Plan link to the Shires Corporate Business Plan, giving some certainty to those projects and services to be delivered within that 4 year time frame. The modelling outside the CBP 4 year time frame do not represent a binding commitment to raise any of the funds identified, undertake any of the expenditure identified, nor is it an authorisation for any of the projects considered.

The Plan does-

- ⇒ Link to various plans, such as the Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Workforce Plan and Annual Budget.
- ⇒ Assess the financial sustainability of the Shire; and
- ⇒ Identify potential financial issues and their long term impact.

1.2 LEGISLATIVE OBLIGATIONS

The Shire of Gnowangerup is required, under Section 5.56 of the *Local Government Act 1995*, to plan for the future of its district. In doing so, the Shire needs to comply with Regulation 19DA of the *Local Government (Financial Management) Regulations 1996*, which states-

- (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 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.*

1.3 STRATEGIC ALIGNMENT

1.3.1 Strategic Community Plan

The Shire of Gnowangerup's Strategic Community Plan (SCP) is a Council visionary document for the next 10 plus years, based on community input. The Long Term Financial Plan activates the SCP priorities.

1.3.2 Corporate Business Plan

The Long Term Financial Plan informs the Corporate Business Plan (CBP) to activate the SCP priorities.

1.4 STRATEGIC FINANCIAL DIRECTION

The Shire of Gnowangerup, in developing the LTFP, and in undertaking subsequent annual reviews, will develop and align the LTFP to the following-

- ⇒ Borrowing Strategy
- ⇒ Rating Strategy
- ⇒ Asset Management Plans
- ⇒ Workforce Plan
- ⇒ Cash Reserve Strategy
- ⇒ Revenue Raising Strategy
- ⇒ Capital Works Program
- ⇒ Range and level of services
- ⇒ Business plans and other studies developed in relation to specific projects.

2.0 THE SHIRE IN PROFILE

2.1 OUR AREA

The Shire covers an area of 5,000 square kilometres. The Shire consists of three towns, being Borden, Gnowangerup and Ongerup. Gnowangerup contains the majority of the population. Within the Shire there are numerous facilities, including the recreation centre, hospital, sporting complexes, swimming pool, and a sealed airstrip.

2.2 OUR ECONOMY

The local economy is primarily agricultural farming, with a highly efficient livestock and cropping industry. There is limited retail industry, but a sound commercial base, with local businesses remaining relatively constant. The area has a series of tourist attractions and provides a unique lifestyle choice.

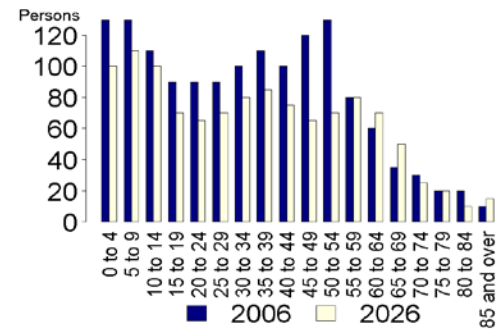
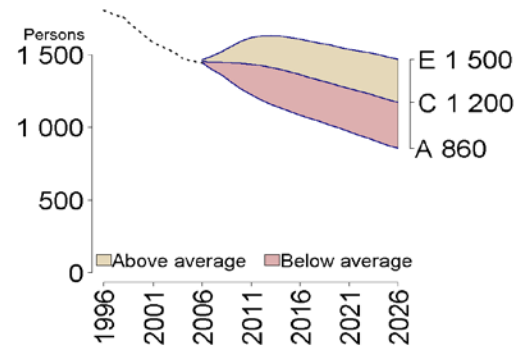
2.3 OUR PEOPLE

The estimated residential population for the Shire of Gnowangerup is 1,207¹, with many of them living within the town itself. They are well supported with high quality facilities including schools, sporting clubs, swimming pool, health and other community services.

¹ Estimated Resident Population, ABS, 27 March 2019, <https://www.abs.gov.au/AUSSTATS/abs@.nsf/DetailsPage/3218.02017-18?OpenDocument>

Western Australia Tomorrow Population Report No. 7² estimates the following population growth:

	Band A	Band C	Band E
2006	1400	1500	1500
2007	1400	1400	1500
2008	1400	1400	1500
2009	1300	1400	1600
2010	1300	1400	1600
2011	1200	1400	1600
2012	1200	1400	1600
2013	1200	1400	1600
2014	1100	1400	1600
2015	1100	1400	1600
2016	1100	1400	1600
2017	1100	1300	1600
2018	1000	1300	1600
2019	1000	1300	1600
2020	990	1300	1500
2021	970	1300	1500
2022	950	1200	1500
2023	920	1200	1500



The population over the next 10 years is estimated to slightly increase utilising Band E forecasts.

2.4 OUR ENVIRONMENT

The local environment is valued, supporting quiet, simple and peaceful lifestyle choices. The remoteness, wide open spaces and natural environment needs to be sustained. Viable pastoral farming land is highly valued and needs to be maintained.

² Western Australia Tomorrow Population Report No. 7, WA Planning Commission, February 2012

2.5 OUR KEY DRIVERS

The following key drivers been identified and considered within our Plan.

- ⇒ Agricultural sector
- ⇒ Manufacturing and service industries
- ⇒ Health and education services
- ⇒ Tourism
- ⇒ Community group activity
- ⇒ Local government reform
- ⇒ Grant funding

2.6 STATISTICAL SNAPSHOT

STATISTIC DESCRIPTION ³	ITEM
Distance from Perth	354 kms
Area	4,268 km ²
Length of Sealed Roads	226 kms
Length of Unsealed Roads	838 kms
Population	1,215
Number of Electors	752
Number of Dwellings	647
Total Rates Levied	\$3,858,184
Total Revenue	\$13,592,179
Number of Employees	31

³ Source – WALGA Local Government Directory 2019

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3.0 OUR SERVICES

The type and range of services to be provided by the Shire are detailed below.

3.1 CURRENT SERVICES

The tables below detail the current services provided by the Shire based on its proposed 2018/19 budget. Each service has been classified utilising the following legend.

SERVICE FREQUENCY (SF)		SERVICE DELIVERY (SD)		CHARGING ARRANGEMENTS (CA)	
A	Ad-hoc	FO	Fully Outsourced	U	Fee for Service – Fully recouped
D	Daily	PO	Partially Outsourced	UP	Fee for Service – Partially recouped
W	Weekly	LG	Local Government	S	Subsidised Service – government funded
FN	Fortnightly	V	Volunteers	F	Free at point of use - funded from general revenue
M	Monthly			N/A	Not Applicable
Q	Quarterly				
S	Seasonal				
B	Biannual				
Y	Yearly				

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Members of Council	Administration and operation of facilities and services to members of council. Includes fees, expenses and allowances paid to elected and committee members, election costs, insurance, subscriptions, conference expenses, council chamber expenses, members' entertainment, support staff (orderly, secretarial, receptionists etc.), printing, telephones, faxes, delivery expenses.				397,112 <u>(0)</u>	250,475	146,637	0	0	(0)
	Also includes the allocation of administration expenses for the Chief Executive Officer and staff in preparation, administration and attendance at meetings and assisting elected members and other committees of Council.	D	LG	N/A	397,112					

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Other Governance	Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services. Including civic receptions, refreshments (receptions), naturalisation (citizenship) ceremonies, polls, referendums, public relations (newsletters, sister city relationships etc.), Freedom of Information requests and preparation for State visits.				704,929 0	156,050	548,879	0	0	(0)
	Research, development and preparation of policy documents, development of local laws, strategic planning, principal activity plans, annual budgets, annual financial reports, audit fees and the annual report.	D	LG/PO	N/A	704,929					
	The allocation of expenses made to this program, such as meetings, public relations or staff should not include those identified with specific programs or business units.									
Rates	Rates levied under Division 6 of Part 6 of the Local Government Act 1995. Revenue from a general rate, differential rates, minimum rates, interest and fees on instalment arrangements, interest on arrears, government subsidy for rates deferred by entitled pensioners, less discounts and/or concessions relating to rates levied. Expenditures incurred in administration and maintaining rate records, rating valuations, servicing notices, postage, stationery, advertising, doubtful debt expense, debt collection, printing, indirect administration costs etc. Specified area rates, service charges, sewerage rates and water rates are to be allocated to the service program for which the charge is being levied.	D	LG/PO	U	122,222 (3,914,597)	21,250	100,972	0	(3,914,597)	(0)

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Other General Purpose Funding	Amounts receivable from the Western Australian Grants Commission and any other Government Grant of a general purpose nature and generally referred to as untied grants. The funds allocated by the Grants Commission and referred to as general purpose funding and local roads funding are considered untied grants. Grants for special projects from the Commission are considered tied grants and should be disclosed under the appropriate program i.e. Transport. Interest earnings from deposits and investments, including reserve accounts. General overdraft expenses on the Municipal Fund. Where overdraft arrangements are made for specific purposes the cost incurred with that purpose is to be allocated to the appropriate program. Interest expenses on borrowing are to be allocated to the program for which purposes the loans were raised. Repayments of interest by community groups or self-supporting loans are to be treated as revenue in the corresponding program.				7,245 <u>(654,542)</u>	7,245	0	0	(42,000)	(612,542)
	Interest expenses on borrowing are to be allocated to the program for which purposes the loans were raised. Repayments of interest by community groups or self-supporting loans are to be treated as revenue in the corresponding program.	D	LG/PO	UP/S	(647,297)					
Fire Prevention	Administration and operations on fire prevention services, including volunteer fire brigades, FESA levy, outlays on roadside clearing operations (slashing, clearing, mowing verges, standpipes, insurance) and other protective burning. Revenues include the sale of local laws, maps, materials relating to fire prevention, fines and penalties imposed under relevant Acts and fines, fees or charges for clearing fire breaks.	A	LG/V	UP/S	152,730 <u>(33,527)</u> 119,203	51,970	0	100,760	(250)	(33,277)

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Animal Control	Administration, enforcement and operations relating to the control of animals. Include costs of impounding, destroying and disposal of stray animals. Revenues include dog registration fees, fines and penalties relating to straying dogs, cats, cattle and other livestock and impounding and destruction fees.	A	LG	UP/F	101,291 <u>(4,070)</u> 97,221	51,970	0	100,760	(4,070)	(0)
Other Law, Order & Public Safety	Administration, promotion, support and operation of services relating to public order and safety that cannot be assigned to one of the two preceding sub-programs. Includes outlays on beach inspectors, lifesaving (including clubhouses) and beach patrols, contributions to State and Voluntary emergency services (civil defence, civil emergency, cyclone preparation, emergency services), the control of off-road vehicles, traffic control by rangers, enforcement of council local laws and impounding vehicles. Where the cost of enforcement of Council local laws cannot be assigned to a specific program those costs should be included under this program. The removal of derelict/abandoned vehicles and dead animals are assigned to the Protection of the Environment.	A	LG	UP/S	86,315 <u>(16,455)</u> 69,860	67,355	0	18,960	(0)	(16,455)
Preventative Services – Health Administration and Inspection	Administration, inspection and operations of programs concerned with the general health of the community. Includes the costs and revenues derived from the inspection of eating houses, alfresco dining, lodging and boarding houses, itinerant food vendors, stall holders, offensive trade etc. Also includes providing the services of a Medical Officer of Health, group and regional health schemes and any other outlays concerned with the general health inspection and administration services provided by the council.	FN	FO	UP/F	60,550 <u>0</u> 60,550	60,550	0	0	(0)	(0)
Preventative Services – Pest Control	Administration and operations for programs concerned with the eradication of noxious insects and vermin such as mosquitoes, flies, rodent etc.	A	LG	F	5,200 <u>(0)</u> 5,200	5,200	0	0	(0)	(0)

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Other Health	Administration and operation of medical and dental clinics including contributions, subsidies, donations etc. provision of medical services such as doctors, dentists nursing services, Royal Flying Doctors Service, ambulance services, and hospitals. Subsidies and donations to the Silver Chain, Red Cross, various research appeals such as Huntington's Disease, Heart, Cancer and Arthritis Foundations, etc.	D	FO	F	184,549 <u>(300)</u> 184,249	148,031	23,013	13,505	(300)	(0)
Other Education	Outlays on other than pre-primary school institutions and services. Including improvements to school grounds, school bus services, student hostels, awards, prizes, scholarships, adult education programs, migrant education services, junior council training, tele-centres, education support programs and associations linked to education such as parents and citizens associations.	A	PO/LG	U	10,087 <u>(10,900)</u> (813)	9,045	1,042	0	(10,900)	(0)
Care of Families and Children	Administration, inspection, support and operation of programs concerned with providing facilities to serve dependent parents and young children, parent and baby centres, childcare centres, crèches and play centres at which little or no schooling is provided. Also emergency housekeeping services, out of school childcare centres and associations, the operation of home help services for families and children and donations, subsidies, contributions etc. made to centres and associations of welfare services for families and children.	A	PO/LG	UP/F	16,437 <u>(600)</u> 15,837	9,475	1,042	5,920	(600)	(0)
Staff Housing	Administration and operation of residential housing for council staff. The net costs of these facilities should be assigned to the program for which the employee is engaged e.g. environmental health officer's residence to Health.	D	LG/PO	UP	15,912 <u>(0)</u> 15,912	34,342	(73,365)	54,935	(0)	(0)

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Other Housing	Administration, provision and operation of housing programs other than those for the benefit of council staff. These include housing for aged persons, unemployed youth, aboriginal housing schemes, Homeswest schemes, government and semi government employees.	N/A	N/A	N/A	57,876 <u>(84,280)</u> (26,404)	27,081	0	30,795	(84,280)	(0)
Sanitation – Household	Administration and operation of general refuse collection and disposal services. These include the collection of general, recyclable and green waste, the delivery to a disposal site or transfer station, provision and maintenance of rubbish disposal sites, regional schemes, recycling depots and transfer stations.	D/W	LG/PO	UP/F	222,254 <u>(214,526)</u> 7,7287	196,960	17,094	8,200	(214,526)	(0)
Sanitation - Other	Administration and operation of industrial, commercial and other waste, and collection of street litter bins.	W	LG/PO	UP	23,514 <u>(5,120)</u> 18,394	22,614	0	900	(5,120)	(0)
Sewerage	The operation of services and facilities for the collection, treatment and disposal of sewerage. Includes the maintenance of deep mains, reticulation, pumps etc., effluent and sullage drainage disposal systems, water treatment systems, septic tank cleaning and inspection and night soil disposal (pan removal). Revenues include sewerage rates, inspection fees, septic tank installation and cleaning fees.	D	LG/PO	UP/F	65,045 <u>(61,300)</u> 3,745	37,380	0	27,665	(61,300)	(0)
Urban Stormwater Drainage	Administration, inspection and operation of urban stormwater drainage systems including the lining or barrelling of creeks and the provision of open or deep drainage systems and other assistance for the development, expansion or operation of such systems. Excludes the construction of drains associated with roadworks (Transport) and flood mitigation works (Protection of the Environment or Rural Services).	A	LG/PO	F	6,015 <u>(0)</u> 6,015	5,980	0	35	(0)	(0)

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Protection of Environment	Administration, inspection and operation of flood mitigation works, beach and riverbank restoration, foreshore protection, removal of dead animals, derelict and abandoned vehicles. Includes the development, monitoring and operation of pollution and noise control, soil erosion, contributions etc., to the Swan River Conservation Board and other waterway management authorities. Exclude the cost of destroying animals and the cost of impounding vehicles (Law, Order and Public Safety). Cleaning and maintenance of beaches and foreshore areas is to be shown under 'Recreation and Culture'.	A	LG	UP	109,896 <u>(5,675)</u> 104,221	6,721	0	103,175	(5,675)	(0)
Town Planning and Regional Development	Administration, inspection and operation of town planning and regional development services. These include planning control, the preparation of town planning development schemes, zoning and rezoning. Includes costs associated with the purchase and resumption of land for public open space, community facilities etc. for the expansion or development of this program. Excludes outlays on town planning development schemes wherein the owners of land within the particular schemes are responsible on a contributory basis for the land development costs incurred by Council in the scheme area.	W	FO	UP	93,689 <u>(1,300)</u> 92,389	90,019	3,670	0	(1,300)	(0)
Other Community Amenities	The provision, supervision and operation of community amenities that cannot be assigned to one of the preceding groups. Includes outlays on public conveniences, statues, pedestrian shopping malls, drinking fountains, cemeteries, crematoriums, rest centres, bus shelters, street seats and other street furniture. Where these facilities are provided in association with another program, e.g. public toilets on recreation grounds, they should be classified under 'Recreation and Culture'.	D	LG/PO	UP	78,590 <u>(6,000)</u> 72,590	69,753	3,057	5,780	(6,000)	0

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Public Halls, Civic Centres	Administration, provision and operation of multipurpose venues such as public halls, town halls, function rooms, civic and community centres, including scout halls, Masonic lodges, CWA halls etc. Exclude municipal offices, indoor sporting complexes, art galleries, nurseries, pre-school centres, senior citizen centres.				277,517 <u>(1,400)</u>	51,530	0	225,987	(1,400)	(0)
		D	LG/PO	UP/F	276,117					
Swimming Areas & Beaches	Administration and operation of public swimming pools and other recreational swimming areas, including beaches, lakes and foreshore areas. Exclude lifesaving, beach patrols and beach inspectors, which are classified under 'Law, Order and Public Safety'.				311,805 <u>(23,000)</u>	201,136	90,309	20,360	(23,000)	(0)
		S	LG/PO	UP/S	288,805					
Other Recreation & Sport	Administration, provision and maintenance of other recreational facilities and services. Including indoor & outdoor sporting complexes and facilities such as football & cricket grounds, tennis courts, basketball & netball courts, bowling greens, golf links, squash courts and other recreational areas such as parks and gardens, ovals, playgrounds, barbecue areas, cycleways, dual use paths, showgrounds, race courses, stables etc. Include boat ramps, jetties, wharves, ferries, marinas predominantly used for recreational purposes. Also include recreation programs, recreation officers, donations, subsidies, contributions etc. to swimming clubs, Scout and Girl Guides Associations, Youth Organisations whose activities are predominantly of a sport and recreational nature.				896,467 <u>(0)</u>	313,463	20,778	562,226	(0)	(0)
		D	LG/PO	UP/F	896,467					
Libraries	Administration, provision and operation of regional and local libraries, lending & reference libraries open to the public & the operation of mobile libraries. Includes books, tapes, records, audio-visual aids, internet & other facilities and services in delivering library services.				150,747 <u>(0)</u>	98,578	51,499	670	(0)	(0)
		D	LG	F	150,747					

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Other Culture	The administration, provision and operation of cultural activities including facilities and services for the creative and performing arts like theatres, auditoriums, the staging of concerts, stage productions and orchestral recitals. Other Culture also includes art and craft centres, art galleries, zoological and botanical gardens, presentation of festivals, anniversary, centenary and Christmas celebrations, exhibition pavilions, etc.	D	LG	S/F	84,955 <u>(0)</u> 84,955	25,323	10,382	49,250	(0)	(0)
Streets, Roads, Bridges, Depots	Administration, regulation and operation relating to the provision of streets, roads and bridges under the control of the local government and the Commissioner of Main Roads. Includes roads and bridges as well as corresponding drainage works, kerbing, road verges, roundabouts, median strips, footpaths, private streets, crossovers and approaches, overpasses, underpasses, road signs and names, street crossings, line marking, street lighting, street trees and street cleaning.	D	LG/PO	S/F	6,461,921 <u>(3,448,729)</u> 3,013,192	5,152,671	87,915	1,221,335	(0)	(3,448,729)
Aerodromes	Administration, provision and operation of airports, runways, terminals and other facilities associated with the provision of aerodromes.	D	LG/PO	S/F	196,422 <u>(0)</u> 196,422	19,067	0	177,355	(0)	(0)
Traffic Control (Vehicle Licensing)	Operations relating to the licensing or regulating of traffic under the control of the local government. Includes vehicle registration, vehicle examination expenses and examination facilities. Commissions received for the issue of licences should be assigned to Private Works under 'Other Property and Services'.	D	LG	U	0 <u>(100)</u> (100)	0	0	0	(100)	(0)
Tourism and Area Promotion	The development, promotion, support, research, operation, etc. of tourism and area promotion to attract tourists, promotion to attract tourist development such as brochures, contributions to tourist promotion schemes. Include tourist bureaus, information offices, information bays, roadside bays, scenic lookouts, caravan parks, chalets and camping areas.	D	LG/PO	UP/F	27,010 <u>(800)</u> 26,210	11,807	12,828	2,375	(800)	(0)

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Building Control	Administration, inspection and operations concerned with application of the building standards. Includes examination, processing and inspection services, swimming pool inspections.	D	FO	U/F	54,000 <u>(2,570)</u> 51,430	54,000	0	0	(2,570)	0
Economic Development	The provision of economic development activities that cannot be assigned to one of the preceding sub-programs. Includes public weighbridges, quarries, gravel pits, and community bus services.	D	LG	F	253,328 <u>(0)</u> 253,328	240,500	12,828	0	(0)	(0)
Public Utility Services	The provision of standpipes and water supply.	D	LG	UP	8,940 <u>(9,002)</u> (62)	8,940	0	0	(9,002)	(0)
Private Works	Administration, inspection, and operation of work carried out on property or services not under the care, control and management of the local government. These include road works on private property, commissions for agencies and fees or service. Where revenues are received from the provision of professional services incidental to the program responsibilities of the local government, then those revenues should be matched with expenses of that program and not private works.	D	LG	UP	71,610 <u>(12,950)</u> 58,660	12,950	58,660	0	(12,950)	(0)
Administration Overheads	All administration overheads are to be assigned to the programs. The amount allocated to other programs should be shown in the sub-program as a reduction of the expenditure on general administration. For the purpose of grouping, allocating and classifying assets this sub-program should be used for administration assets that cannot be readily assigned to another program.	D	LG	N/A	44,140 <u>(42,740)</u> 1,400	1,269,465	(1,282,482)	57,157	(42,740)	0

SERVICE	DESCRIPTION (The description heading is general in nature and does not represent the actual services provided by the local government).	CLASSIFICATION			EXPENDITURE/ (REVENUE)	EXPENDITURE			REVENUE	
		SF	SD	CA	NET COSTS \$	DIRECT COSTS	ADMIN ALLOCATION	DEP'N	INTERNAL FUNDING	EXTERNAL FUNDING
Public Works Overheads	Overhead expenditure necessarily incurred as the result of the use of direct labour shall be apportioned to the cost of the appropriate works and services. As far as practicable the calculated proportion of 'overhead' or 'on-cost' expenditure should be such as to absorb the total expenditure. The amount allocated to works and services should be shown in the sub-program as a reduction of the expenditure on 'Public Works Overheads'.	D	LG	N/A	0 <u>(11,120)</u> (11,120)	(100,337)	100,337	0	(11,120)	(0)
Plant Operation Costs	Expenditure necessarily incurred in the maintenance and operation of plant includes fuel, oil, tyres, insurance and registration, repairs, replacement parts and tools, direct labour of mechanics and plant operators. The hire rates fixed by council should, as far as practicable, absorb the total expenditure of plant running costs and usage.	D	LG	N/A	0 <u>(44,598)</u> (44,598)	(312,604)	13,989	298,615	(17,098)	(27,500)
Salaries & Wages	The total of salaries and wages incurred during the year is recorded under this sub-Program and allocated over the various works and services to which it relates.	D	LG	N/A	0	0	0	0	0	0
Unclassified	Outlays that cannot be assigned to one of the preceding programs and sub-programs. These will include sale of miscellaneous land, assistance to victims of droughts, floods and bushfires and programs such as unemployment schemes, apprenticeship and training which cannot be assigned to another program.	D	LG	N/A	98,840 <u>(9,000)</u> 89,840	98,840	0	0	(9,000)	(0)
TOTAL					2,839,959	8,473,200	0	2,985,960	(4,480,698)	(4,138,503)

Note:

Revenue figures stated above have been adjusted to exclude capital grants & contributions.

Expenditure stated above has been adjusted to exclude expenditure funded from grants received in previous years and loan borrowings raised (if any).

The expenditure and revenue for each service was calculated utilising the estimates contained in the 2018-19 Annual Budget. Non-operating government grants and subsidies (capital) have been excluded from the external funding estimates.

3.1.1 Findings

An analysis of the above financial information reveals that for the 2018-19 financial year the Shire has an estimated operational deficit of \$2.84M inclusive of depreciation, or a surplus of \$0.14M excluding depreciation. Utilising the deficit result and dividing it by Councils Own Source Revenues, the Shire's Operating Surplus Ratio is (36%).

The Shire's current Operating Surplus Ratio does not meet the minimum benchmark established by the Department of Local Government and Communities of between 1% and 15%. Modelling shows that this ratio improves over the life of the LTFP, but does not meet the desired benchmark set by the Department.

3.1.2 Outsourced Service Delivery Arrangements

The Shire has a range of internal and external services that are outsourced. The services outsourced are detailed in the Table below.

SERVICE DESCRIPTION	OUTSOURCE ARRANGEMENT
Integrated Planning	Fully Outsourced
Information Technology Support	Fully Outsourced
Financial Support	Partially Outsourced
Ranger Services	Partially Outsourced
Health Inspection	Fully Outsourced
Refuse Collection	Fully Outsourced
Town Planning	Fully Outsourced
Gardening and Mowing Services	Partially Outsourced
Building Construction Services	Fully Outsourced
Building Maintenance Services	Partially Outsourced
Road Construction Services	Partially Outsourced
Fleet and Plant Servicing	Partially Outsourced

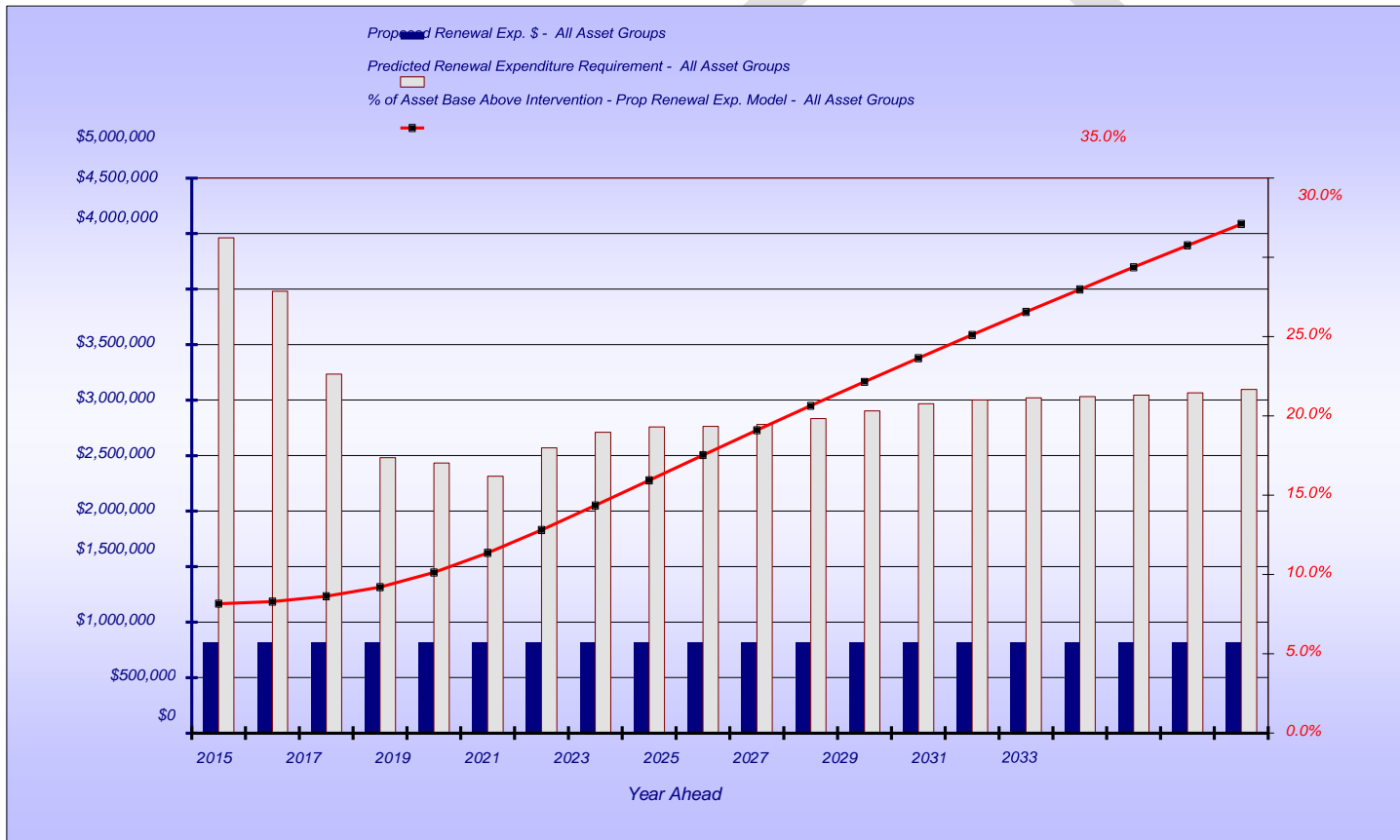
3.2 FUTURE SERVICES

Current services will continue to be delivered for the term of this Long Term Financial Plan. The future services provision will explore the quality and cost effectiveness of each service.

4.0 INFRASTRUCTURE ASSET MANAGEMENT

4.1 ASSET MANAGEMENT PLANS

The Shire has prepared a core level Asset Management Plan that discloses the required operating and maintenance expenditures, and renewal requirements, at the identified service levels. The Asset Management Plan was completed in 2015, and the results are summarised below.



4.2 FUNDING GAP

The objective of Asset Management is to detail all the tasks and resources required to manage and maintain Council's infrastructure asset portfolio to an agreed level of service. There are costs associated with the provision of infrastructure assets. These costs include operation and maintenance costs, renewal and upgrading of existing assets, and are usually projected over a ten year planning period.

The funding gap in providing infrastructure assets is determined by identifying the projected cost of providing the assets at an identified level of service, and then deducting Council's estimated available expenditure for the same period; usually over ten years.

Based on the Shire's asset portfolio of \$129.38m of depreciable assets, and initial asset data, modelling in 2015-16 indicated the Shire would need to spend an average of \$2.972m on asset renewals. In 2015-16, the Shire was only spending \$0.814M on asset renewals. The estimated asset renewal funding gap was \$2.157m per annum.

Further refinement of the LTFP modelling for 2019-20 to 2028-29, and targeted funding allocations towards capital renewal expenditure, shows an increase in the average annual asset renewal expenditure to \$2.24M per annum. This has resulted in a reduction in the asset renewal funding gap of \$1.42M, to \$0.73M per annum. As asset data collection improves for all asset classes, it is expected that further improvements in the asset renewal funding gap will be achievable.

4.3 ASSET MANAGEMENT PLAN FINDINGS

1. LTFP financial modelling for the Shire indicates a funding gap for Infrastructure Assets of \$0.73M per annum.
2. As further asset data collection takes place better understanding of the required annual asset renewal spend will occur, which will assist to more accurately identify the renewal funding gap.

5.0 FINANCIAL SUSTAINABILITY

5.1 WHAT IS LONG TERM FINANCIAL SUSTAINABILITY

In order for the Shire to be financially sustainable it needs to fund ongoing service delivery and the replacement of assets without imposing excessive debt or rate increases on future generations; in other words it needs to maintain intergenerational equity.

The key financial sustainability principles are-

1. The Shire must achieve a fully funded operational position; that is, it must collect sufficient revenue to fund operational expenditure, depreciation and interest on borrowings.
2. The Shire needs to ensure that it maintains sufficient cash reserves to meet its short-term working capital requirements.
3. The Shire must have a fully funded Capital Infrastructure Program, where each source of funding is identified and secured. The Capital Infrastructure Program is for both capital renewal and new projects.
4. The Shire must maintain its asset base, through the renewal of aging infrastructure and build on its cash reserves to fund future works.

5.2 HOW IS LONG TERM FINANCIAL SUSTAINABILITY MEASURED

One of the elements in assessing financial sustainability is to measure the operating surplus or deficit of a local government. The Table below analyses the Shire's Statement of Comprehensive Income for 2018-19 (Budget) and includes adjustments detailed in section 3.1.

	2018-19 Budget
Net Operating Result	(\$2,839,958)
Own Source Revenue	\$7,873,198
Operating Surplus Ratio	(36.1%)

The table above shows that the Shire has a negative funding ratio. Councils' long term financial sustainability is dependent upon ensuring that, on average over time, its expenses are less than its associated revenues.

The Shire, in developing its Long Term Financial Plan, needs to set targets over the life of the Plan to ensure that current residents fully meet the cost of services provided to them by the Shire. The Shire will also need to undertake reviews in order to identify efficiency gains, revenue generation, change in service levels, introduction of new services, discontinuation of existing services, and new modes of service delivery.

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6.0 FINANCIAL PRINCIPLES AND STRATEGIES

6.1 FINANCIAL PRINCIPLES

In preparing the Long Term Financial Plan, the following principles have been applied.

- ⇒ Council to maintain its existing services and service levels to residents.
- ⇒ The Council to maintain its capacity to fund recurrent operations and a positive net operating ratio over the life of the Plan.
- ⇒ Council to maintain identified assets in a condition that will sustain existing service levels to its residents.
- ⇒ Council to continually explore options for increasing revenue opportunities.
- ⇒ New services and infrastructure to be provided when they are affordable.
- ⇒ Borrowings not to be used to fund ongoing operations.

6.2 FINANCIAL STRATEGIES

6.2.1 Rating Strategy

In developing the Long Term Financial Plan rates were identified as an important source of revenue, accounting for approximately 65% of the total operating revenue received by the Shire annually, (based on the 2018-19 annual Budget Rates Levied of \$4,005,853 divided by the total operating revenue of \$8,619,201⁴).

However, it is necessary to balance the importance of the rate revenue as a funding source with community capacity and sensitivity to increases. The Australian Bureau of Statistics provides the following information in relation to the Shire of Gnowangerup local government area.

STATISTIC	2013	2014	2015	2016	2017
No. of Taxable Individuals – Gnowangerup Local Government Area	604	633	645	599	N/A
Average Taxable Income Individuals – Gnowangerup Local Government Area	\$53,072	\$70,837	\$74,165	\$62,546	N/A
Average Taxable Income Individuals – Wheatbelt	\$52,257	\$57,601	\$60,348	\$56,627	N/A
Average Taxable Income Individuals – Western Australia	\$67,820	\$69,445	\$70,354	\$69,133	N/A

⁴ This figure included a Natural Disaster Reimbursement of \$3,365,000, which has inflated the total revenue for the 2018/19 year.

The average taxable income for the Gnowangerup local government area is higher than the average for the Wheatbelt Statistical Area, but lower than the average for the State.

The following table shows the rate in the dollar, and the minimum rate, adopted for the last 6 years.

YEAR	RATES				
	UV RATE IN \$	GRV RATE IN \$	MINIMUM UV	MINIMUM GRV	TOTAL RATES RAISED
2013-14	\$0.010021	\$0.121604	\$600	\$600	\$2,871,384
2014-15	\$0.010825	\$0.131332	\$648	\$648	\$3,101,110
2015-16	\$0.010887	\$0.139212	\$687	\$687	\$3,296,154
2016-17	\$0.011540	\$0.147565	\$700	\$700	\$3,494,454
2017-18	\$0.010794	\$0.152730	\$714	\$714	\$3,618,572
2018-19 ⁵	\$0.011010	\$0.151769	\$750	\$750	\$3,797,395

The following table shows rate increases over the last 6 years.

YEAR	PERCENTAGE INCREASES/(DECREASES)				
	UV RATE IN %	GRV RATE IN %	MINIMUM UV	MINIMUM GRV	TOTAL RATES
2013-14	5.60%	(9.39)%	4.35%	4.35%	5.81%
2014-15	8.02%	8.00%	8.00%	8.00%	8.00%
2015-16	0.57%	6.00%	6.02%	6.02%	6.29%
2016-17	6.00%	6.00%	1.89%	1.89%	6.02%
2017-18	(6.46)%	3.50%	2.00%	2.00%	3.55%
2018-19	2.00%	(0.63)%	5.04%	5.04%	4.94%
Average Increase	2.62%	2.25%	4.55%	4.55%	5.77%

The average rates per category for the last 5 financial years are detailed in the tables below.

⁵ The 2018-19 figures are adopted budget figures.

GRV RATE CATEGORY	No. OF PROPERTIES	AVERAGE RATES P.A.	MINIMUM RATES	
			No. OF PROPERTIES	MINIMUM RATE
2014-15	374	\$1,101	112	\$648
2015-16	381	\$1,174	106	\$687
2016-17	388	\$1,235	105	\$700
2017-18	388	\$1,278	104	\$714
2018-19	366	\$1,399	131	\$750

GRV CONCESSION RATE CATEGORY	No. OF PROPERTIES	AVERAGE RATES P.A.	MINIMUM RATES	
			No. OF PROPERTIES	MINIMUM RATE
2014-15	4	\$1,997	1	\$648
2015-16	4	\$2,275	1	\$687
2016-17	4	\$2,412	1	\$700
2017-18	4	\$2,497	1	\$714
2018-19	4	\$2,175	1	\$750

UV RATE CATEGORY	No. OF PROPERTIES	AVERAGE RATES P.A.	MINIMUM RATES	
			No. OF PROPERTIES	MINIMUM RATE
2014-15	356	\$7,273	28	\$648
2015-16	357	\$7,697	27	\$687
2016-17	358	\$8,143	23	\$700
2017-18	355	\$8,501	25	\$714
2018-19	352	\$9,002	24	\$750

The table below shows the average rate level per annum, inclusive of the minimum rate.

YEAR	AVERAGE RATES P.A.	PERCENTAGE OF AVERAGE TAXABLE INCOME
2014-15	\$3,544	5.69%
2015-16	\$3,763	6.03%
2016-17	\$3,975	6.38%
2017-18	\$4,126	6.60%
2018-19	\$4,349	6.95%

The Shire of Gnowangerup rate in the dollar for the 2018-19 financial year can be further compared to neighbouring local governments, as detailed in the table below:

RATE	GNOWANGERUP	ALBANY	BROOMEHILL-TAMBELLUP	CRANBROOK	JERRAMUNGUP	KATANNING	PLANTAGENET
GRV RiD	\$0.151769	\$0.100196	\$0.107682	\$0.122799	\$0.098991	\$0.102450	\$0.114970
UV RiD	\$0.011010	\$0.004388	\$0.009387	\$0.009110	\$0.011087	\$0.010401	\$0.008694
Minimum Rate GRV	\$750	\$1,021	\$475	\$605	\$679	\$991	\$900
Minimum Rate UV	\$750	\$1,103	\$475	\$605	\$801	\$991	\$900

6.2.2 Cash Investments

Section 6.14 of the Local Government Act 1995 provides that money held in the Municipal Fund or the Trust Fund of a local government that is not required for any other purpose may be invested in accordance with Part III of the Trustees Act 1962. of The *Local Government (Financial Management) Regulations 1996* provides for the establishment of internal control procedures for the control of investments, and disclosure requirements in the Annual Budget and the Annual Financial Report. Additional disclosure requirements are provided under the *Australian Accounting Standards*.

6.2.2.1 Shire's Investment Policy

Objective: The purpose of this policy is to establish criteria for the investment of Council funds by the Shire of Gnowangerup Officers. The aim of the policy is to;

- Ensure that the protection of Council funds when investing is a priority;
- Increase the level of return for investment of Council funds;
- Provide reporting requirements for staff to Council.

Procedure:

Officers are to invest funds on behalf of Council to ensure the best return for its investment with the following criteria:

1. Investments are only to be made with -
 - (i) an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or
 - (ii) The Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986.
2. An appropriate cash flow is to be maintained for the continued good management of the Council.
3. Records of investment particulars are to be maintained in line with the Accounting Directions and details of investments are presented to Council as part of the Monthly Financial Report.
4. Investments that are not allowed are –
 - (i) Deposits with an institution except an authorised institution;

- (ii) Deposits for a fixed term of more than 12 months;
 - (iii) Bonds that are not guaranteed by the Commonwealth Government, or a State or Territory Government;
 - (iv) Bonds with a term to maturity of more than 3 years;
 - (v) Foreign currency
5. Approved forms of investments are Term Deposits and Cash Management funds.
 6. Any deviation from policy is to be approved by Council.

Investments for the purposes of this policy are defined as:

Any Council funds not held within Council's Municipal fund, Trust fund or Reserve account.

Future investments are also subject to annual budget requirements and are subject to Council adopting the annual budget.

Interest received on investments is received on two types of funding-

- ⇒ Municipal fund revenues raised through the year from all sources of revenue, excluding Reserve Funds.
- ⇒ Restricted investments held until expended.

The interest the Shire earns on Municipal Fund revenue is untied and forms part of Council's consolidated revenue for distribution across the services it provides.

6.2.2.2 Impact on Interest Earned

Council's current investments are held in term deposits. Council has chosen to remain conservative in forecasting interest rates for investments and has set a forecast rate of 3.0%.

6.2.3 Fees and Charges

Council has the ability to raise revenue through the adoption of fees and charges for services and facilities. Fees and charges are reviewed on an annual basis, in conjunction with the preparation of the Annual Budget.

In determining its fees and charges, the Shire takes into account the user's capacity to pay. The Council has set a forecast rate of 3.0% per year for increases in fees and charges.

6.2.4 Grants

The Commonwealth Government provides the following grants to local government:

1. Financial Assistance Grants (FAG's); and
2. Roads to Recovery Grants (R2R).

6.2.4.1 Financial Assistance Grants

The Financial Assistance Grants are distributed by the WA Local Government Grants Commission to local governments each year based on the principles established under the Commonwealth legislation. The general purpose grant and the road grant components are untied.

6.2.4.1.1 General Purpose Grant Component

The Commission uses a “balanced budget” approach for calculating the general purpose grants. The balanced budget is calculated as follows:

$$\text{Equalisations Requirement} = \text{Assessed Expenditure} - \text{Assessed Revenue}$$

Natural weighting has been implemented in calculating the balanced budget, which ensures that the Commission bases its calculations on actual expenditure incurred and actual revenue generated by the local governments. The total allocation for each disability is determined by the Commission based its assessed impact on the local government. This approach has been applied to the 2015-16 grant determinations.

$$\text{Actual Expenditure} = \text{Assessed Expenditure} = \text{Preliminary Standard} + \text{Disabilities}$$

The Table below details the forecast general purpose grant for the Shire based on 2% indexation.

GENERAL PURPOSE GRANT	BUDGET	FORECAST									
	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Gnowangerup	339,684	749,895	768,642	789,780	813,473	837,877	863,014	888,904	915,571	943,038	971,330

Note: The actual/budget grant amount received by the Shire in 2018/19 differs from other financial years as a result of advance payment made by the WA Local Government Grants Commission in 2017/18.

6.2.4.1.2 Local Road Grant Component

In addition to general purpose grants, local governments also receive general purpose local road grants from the Commonwealth Government, which are untied.

The current allocation methodology provides for 7% of the funding to be allocated for special projects; one third for roads servicing Aboriginal communities and two thirds for bridge works.

The remaining 93% of the funding pool is distributed by the Commission using the “Asset Preservation Model”. This model is used to assess the cost of maintaining each local government’s road network, and has the ability to equalise road standards through the application of minimum standards. It takes into account annual and recurrent maintenance costs and the costs of reconstruction at the end of the road’s useful life. The Table below details the forecast local road grant for the Shire of Gnowangerup based on 2% indexation.

	BUDGET	FORECAST									
LOCAL ROAD GRANT	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Gnowangerup	272,858	632,933	648,757	666,598	686,596	707,193	728,409	750,261	772,769	795,952	819,831

Note: The actual/budget grant amount received by the Shire in 2018/19 differs from other financial years as a result of advance payment made by the WA Local Government Grants Commission in 2017/18.

6.2.4.2 Roads to Recovery Grants

The Roads to Recovery Program was first implemented in 2000, with two extensions to the Funding Program in 2004 and 2009. It was introduced to address the issue of local road infrastructure in Australia reaching the end of its useful life, and its replacement being beyond the financial capacity of local governments. The Roads to Recovery Program operates uniformly across Australia. Under current arrangements, each local government is guaranteed a share of the total available funding under the program. Under simple administrative procedures whereby spending decisions are made locally and reported to the government, money is paid directly from the Commonwealth Government to each local government.

Grants provided under the Roads to Recovery Program are not intended to replace the local government’s spending on roads, or the funding received from the WA State Government for local road construction and maintenance. Its focus is the renewal of roads to meet safety, transport connectivity, social and economic needs. The current funding program spans five financial years, expiring on 30 June 2019.

The Table below details the level of funding anticipated for the Shire of Gnowangerup over the next five years.

ROADS TO RECOVERY	ACTUAL					FORECAST				
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Gnowangerup	288,576	824,639	666,605	577,135	276,172	296,000	296,000	296,000	296,000	296,000

6.2.4.3 State Road Funds to Local Government

To assist Local Government in road management, the State provides road funds for a number of programs administered by the State Road Funds to Local Government Advisory Committee.

There are three main categories of State funding for local government roads:

1. Category 1 - Local Government Program
2. Category 2 - Main Roads WA Program
3. Category 3 - State Initiatives Program

Category 1 only requires analysis as it is the only component where funding is provided to local government.

There are three sub-components to Category 1:

1. Strategic and Technical support;

Strategic and technical support covers work for local government, the costs of which cannot be related to a project, and includes road management services for local government roads on either a State or Regional road basis. There is no funding provided to local government under this component.

2. Direct Grants;

Direct Grants are provided annually to all Local Governments. The State Road Funds to Local Government Advisory Committee, using the Asset Preservation Model provided by the Western Australian Local Government Grants Commission, calculates Direct Grant allocations each year. Given that the allocation is based on the Asset Preservation Model, it is anticipated that the level of direct grant funding will remain at a similar level for the next six years.

3. Road Project Grants.

Each local government in Western Australia is included in an appropriate region as defined by the State Road Funds to Local Government Advisory Committee, known as Regional Road Groups.

The State Road Funds to Local Government Advisory Committee allocates funds for road projects to each Regional Road Group. Allocations are based on a five year program. Each year, the State Road Funds to Local Government Advisory Committee provides Regional Road Groups with an indicative funding level for Road Project Grants.

Road Project Grants may be used for road related works (i.e.: street lighting) that the Regional Road Group wishes to undertake, provided it is assessed and prioritised against other road projects in the region and the State Road Funds to Local Government Advisory Committee approval is given.

The Regional Road Group will determine project priorities and Local Governments shall accept these funding priorities.

RRG FUNDING	ACTUAL					FORECAST				
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Gnowangerup	98,453	123,000	270,000	196,000	452,000	306,667	290,000	286,667	286,667	200,000

6.2.4.4 Other Grants and Capital Contributions

No additional grants and contributions have been incorporated in the Long Term Financial Plan.

6.2.5 Borrowings

The Shire will be prudent and fiscally responsible when considering any proposals for new debt to deliver Council's objectives.

The Plan contains no new borrowings.

For further information on existing Borrowings, please see Section 9.3.7 of this Plan.

6.2.6 Reserves (Cash Backed)

Section 6.11 of the *Local Government Act 1995* allows a local government to set aside money for use for a purpose in a future financial year. The local government is to establish and maintain a reserve account for each such purpose.

The Shire has established the following reserve funds:

- Leave Reserve** - To be used to fund annual and long service leave requirements.
- Plant Replacement Reserve** - To be used to fund the purchase of major items of plant.
- Land Development and Building Maint Reserve** - To be used to fund the purchase of land and buildings, and building renewals.
- Ongerup Effluent Reserve** - To be used to fund the maintenance and renewal of the Ongerup Effluent System.

- Area Promotion Reserve** - To be for the promotion of the Shire of Gnowangerup.
- Swimming Pool Upgrade Reserve** - To be used to assist with the upgrade of the Gnowangerup Swimming Pool.
- Computer Replacement Reserve** - To be used to fund the maintenance and replacement of the administration computer system.
- Waste Disposal Reserve** - To be used to fund waste disposal in the Shire, including rehabilitation, transfer stations and post closure of sites.
- Future Funds Reserve** - To be used for contributions towards major externally grant funded projects and programs within the Shire.
- Gnowangerup Liquid Waste Facility Reserve** - To be used for the maintenance and improvement of the Gnowangerup Liquid Waste Facility.

RESERVE NAME	OPENING BALANCE 01/07/2019	INTEREST	TRANSFER TO RESERVE	TRANSFER FROM RESERVE	CLOSING BALANCE 30/6/2020
Leave Reserve	85,230	1,705	0	0	86,935
Plant Replacement Reserve	696,284	13,926	100,000	(350,000)	460,210
Land Development and Building Maintenance Reserve	18,477	370	0	0	18,847
Ongerup Effluent Reserve	65,370	1,307	10,000	0	76,677
Area Promotion Reserve	30,019	600	0	(25,000)	5,619
Swimming Pool Upgrade Reserve	208,260	4,165	56,000	(30,000)	238,425
Computer Replacement Reserve	7,925	159	0	0	8,084
Waste Disposal Reserve	243,580	4,872	0	0	248,452
Future Funds Reserve	16,133	323	0	0	16,456
Gnowangerup Liquid Waste Facility Reserve	31,229	625	9,500	0	41,354
	1,402,507	28,050	175,500	(405,000)	1,201,057

Cash-backed reserves are projected to increase by \$2,685,937 to \$3,886,994 by 2028-29. Projected Cash Reserve balances over the life of the Plan are detailed in Appendix “3”.

6.2.7 Budget Surpluses

Section 6.34 of the *Local Government Act 1995* restricts local governments on the surplus or deficit they are permitted to carry forward to not more than 110%, or not less than 90%, of the total budget deficiency to be made up from rates. The Shire in 2018-19 budgeted for a surplus of \$0. In compiling this Long Term Financial Plan, a similar ‘balanced budget’ approach has been used.

6.2.8 Capital Investments

The following table summarises the capital works program by Asset Class during the life of this Plan.

ASSET CLASS	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Roads	1,318,171	1,317,194	1,234,674	1,314,802	1,521,983	1,742,676	1,390,988	1,486,995	1,622,963	1,491,390
Footpaths	0	6,000	18,000	20,000	20,000	20,000	0	0	0	0
Aerodromes	0	0	0	0	0	0	0	0	0	200,000
Drainage	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewerage	10,000	0	0	0	0	0	0	0	0	0
Parks and Ovals	5,570	93,000	5,570	0	6,253	0	5,570	0	5,570	0
Solid Waste	8,000	45,000	0	45,000	0	25,000	20,000	25,000	20,000	25,000
Other	50,000	0	0	150,000	0	0	0	0	0	0
Land & Buildings	36,285	123,050	69,337	208,862	80,167	209,230	181,061	74,434	219,727	0
Plant & Equipment	797,000	869,000	788,000	415,000	547,000	463,500	473,000	602,000	705,000	307,000
Furniture & Equipment	13,000	45,000	0	15,000	0	0	45,000	0	15,000	0
TOTAL	2,243,726	2,503,244	2,120,581	2,173,664	2,180,403	2,465,406	2,120,619	2,193,429	2,593,260	2,028,390

More comprehensive detail on the forecast capital works over the life of this plan is attached at Appendix "2".

7.0 WORKFORCE PLANNING

The Shire's Workforce Plan ensures that the right people with the right skills are in the right place, at the right time, at the right cost. The Plan provides a disciplined approach for matching human resources with the anticipated needs of the local government.

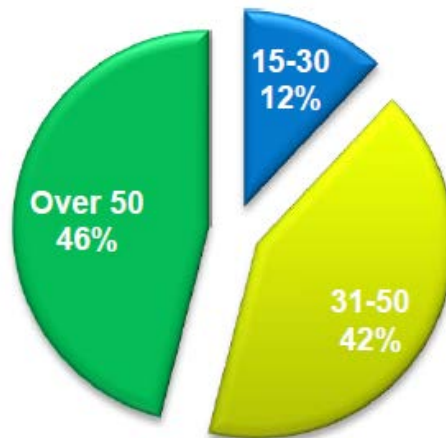
The most critical risk to the Shire is losing trained professional staff and managers. Currently the workforce is stable due to recent robust attraction and recruiting processes in the Administration area.

There are no new significant workforce competencies required over the four year period of the Workforce Plan. The most significant workforce resourcing issues are historical and continue to be attracting and retaining skilled and competent personnel to a remote, rural location of WA.

The Shire of Gnowangerup accepts that due to its location and reputation, skills shortage will exist from time to time and managing those with short term outsourcing is an accepted and embraced practice to deliver the services to the community at the level of service expected by the community.

7.1 CURRENT WORKFORCE BY AGE GROUP

The age groups of the current workforce are as follows.



7.2 STAFFING LEVELS

The Table below details the projected workforce levels.

DESCRIPTION	CURRENT WORKFORCE LEVELS FTE'S	FORECAST STAFF NUMBERS		
		1 YEAR FTE	3 YEAR FTE	5 YEAR FTE
Total No. of Employees	30.18	30.18	30.18	30.18
- Internal Workforce	9.14	9.14	9.14	9.14
- External Workforce	21.04	21.04	21.04	21.04
- Males	18.61	18.61	18.61	18.61
- Females	11.57	11.57	11.57	11.57
Terminations/Resignations				
- Percentage	6.6%	7%	7%	7%
- Numbers	2	2	2	2

7.3 FORECAST GROWTH IN LABOUR COSTS

The labour costs forecasts are outlined in the table below.

INDICATOR	FORECASTS				
	2019-20	2020-21	2021-22	2022-23	2023-24
Wage Price Index (WPI)	2.75%	3.00%	3.00%	3.00%	3.00%

8.0 LONG TERM FINANCIAL PLAN – SCENARIO MODELLING

The three scenario models proposed in this plan consider the range and level of service, workforce planning and asset management requirements, and capital works programs. The Council's Strategic Community Plan has identified community aspirations over the long term and the models provide the community with and understanding of the outcomes based on different assumptions.

8.1 SCENARIO 1 (BASE)

This model provides for:

- ⇒ No change in the range and level of services;
- ⇒ Roads to Recovery grants continuing for the life of the Plan;
- ⇒ Balanced budgets or small surpluses across the life of the Plan;
- ⇒ An affordable capital works program;
- ⇒ Rate increases to be set at 6.0% per annum for the first 4 years of the Plan, reducing to 4.0% per annum for the remainder of the plan;

The findings in relation to this model are as follows:

- ⇒ The liquidity of the Shire, after deducting restricted assets (cash backed reserves), for the first two years of the Plan will be below the benchmark of 100%, but will gradually improve over the life of the Plan to be 200% by 2028-29.
- ⇒ The operating surplus ratio over the forecast period moves from (30%) in 2019-20 to (12%) by 2028-29, well below the Basic Standard of financial performance according to the Department of Local Government's ratio guidelines.
- ⇒ The Own Source Revenue Coverage Ratio increases from 62% to 72% over the life of the Plan, giving an Intermediate Standard coverage ratio.
- ⇒ The Shire will have retired the majority of its debt by the end of the Plan.
- ⇒ Over the life of the Plan, the Shire is spending more on capital renewal expenditure, with investment levels varying from year to year between 64% – 90%.
- ⇒ The consumption of the Shire's asset base is tracking slightly downwards, and falls below 80% by Year 2026-27.
- ⇒ The Asset Renewal Funding Ratio is 67% for the 10 years of the plan.

8.2 SCENARIO 2 (BEST CASE)

This model provides for:

- ⇒ No change in the range and level of services;
- ⇒ Roads to Recovery grants being available for the life of the Plan;
- ⇒ An affordable capital works program;
- ⇒ Forecast surpluses across each year of the Plan;
- ⇒ Rate increases to be set at 6.0% per annum for the term of the plan.

The findings in relation to this model are as follows:

- ⇒ The liquidity of the Shire after deducting restricted assets (cash backed reserves) is projected to improve over the life of the Plan, attaining 7.33 by 2028-29, meaning that additional funds will be available for infrastructure investment;
- ⇒ The operating surplus ratio over the forecast period moves from (30%) in 2019-20 to (1%) by 2028-29, just below the Basic Standard of financial performance according to the Department of Local Government's ratio guidelines;
- ⇒ The Shire has sufficient funds to meet its obligations;
- ⇒ The Own Source Revenue Coverage Ratio increases from 62% to 79% over the life of the Plan, giving an Intermediate Standard coverage ratio;
- ⇒ The Shire will have retired the majority of its debt by the end of the Plan;
- ⇒ Over the life of the Plan, the Shire is spending more on capital renewal expenditure, with investment levels varying from year to year between 74% – 101%;
- ⇒ The consumption of the Shires asset base is tracking slightly downwards, and falls below 80% by Year 9;

8.3 SCENARIO 3 (WORST CASE)

This model provides for:

- ⇒ No change in the range and level of services;
- ⇒ Roads to Recovery grants being available for the life of the Plan;
- ⇒ Rate increases to be set at 4.0% per annum for the first 5 years of the plan, and then reducing to 3% for the remainder of the plan.

The findings in relation to this model are as follows:

- ⇒ The liquidity of the Shire, after deducting restricting assets (cash backed reserves), from 2019-20 onwards would deteriorate, meaning that the Shire would be well below the benchmark of 100% by 2028-29;
- ⇒ The operating surplus ratio over the forecast period moves from (30%) in 2019-20 to (22%) by 2028-29, well below the Basic Standard of financial performance according to the Department of Local Government's ratio guidelines;
- ⇒ The Shire will not have sufficient funds to meet its obligations, requiring the Shire to explore cost reduction measures or reduce capital expenditure;
- ⇒ The Own Source Revenue Coverage Ratio increases from 62% to 66% over the life of the Plan, giving an Intermediate Standard coverage ratio;
- ⇒ The Shire will have retired the majority of its debt by the end of the Plan;
- ⇒ Over the life of the Plan, the Shire is spending less on capital renewal expenditure, with investment levels reducing from year to year;
- ⇒ The consumption of the Shires asset base is tracking slightly downwards, and falls below 80% by Year 8;

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9.0 LONG TERM FINANCIAL PLAN ASSUMPTIONS

In preparing the Long Term Financial Plan (LTFP), the 2018-19 Annual Budget has been used as the forecasting base, together with the following assumptions.

9.1 EXTERNAL INFLUENCES

- ⇒ Cost indices (i.e. Consumer Price Index (CPI), Local Government Cost Index (LGCI), and Wage Price Index (WPI));
- ⇒ Government grants from the Commonwealth and State governments;
- ⇒ Prevailing economic conditions impacting the financial markets for the investment and borrowing of funds; and
- ⇒ Demand for Shire services.

9.2 INTERNAL INFLUENCES

- ⇒ Budget surplus/deficit for the 2018-19 financial year; and
- ⇒ Shire workforce requirements (i.e. staff turnover, employment contract negotiations, wages and salary increases).

9.3 ASSUMPTIONS

9.3.1 Population Growth

Section 2.3 of this Plan details that the Shire's projected population of 1,284 will remain relatively constant people over the life of the Plan.

It is considered that the Shire's current services and facilities will cater for the projected populations needs.

9.3.2 Cost Indices

9.3.2.1 Consumer Price Index

The projected Consumer Price Index (CPI) increases for the next 10 years are estimated as follows:

COST INDEX	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
CPI	2.00%	2.50%	2.75%	3.00%	3.00%	3.00%	3.25%	3.50%	3.50%	3.50%

The forecast CPI is to be utilised in the financial modelling of the following:

- ⇒ Revenues, excluding rates, specific grants and interest on investments; and
- ⇒ Expenditures, excluding wages and salaries.

9.3.2.2 Local Government Cost Index

Indicative forecasts for the Local Government Cost Index (LGCI) are detailed below:

COST INDEX	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
LGCI	2.10%	2.30%	2.75%	3.00%	3.00%	3.00%	3.25%	3.50%	3.50%	3.50%

9.3.2.3 Wage Price Index and Enterprise Bargaining Agreement

Salary and wages increases over the life of the Plan have been estimated as follows:

COST INDEX	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Wage Price Index	2.75%	3.00%	3.00%	3.00%	3.00%	3.25%	3.50%	3.50%	3.50%	3.50%

9.3.3 Rates

9.3.3.1 Natural Growth

Additional rates levied through the development and subdivision of land may be measured by analysing the interim rates raised by the Shire in each financial year.

The Shire has not had any net increase in interim rates for the last two years, so there is no natural growth projection.

9.3.3.2 Rate Increases

Projected rate increases over the life of the Plan are detailed in the Scenario Modelling in Sections 8.1 to 8.3.

9.3.3.3 Interest Charges on Late Payment of Rates, Instalment Interest and Administration Fees

The Council for the 2018-19 Annual Budget adopted the following charges:

- ⇒ Interest on the late payment of rates 11.0%
- ⇒ Interest on instalment payments for rates 5.5%
- ⇒ Administration Fee per instalment \$10.00

9.3.4 Cash Investments

Section 6.2.2 of this Plan details Council's investment policy, which provides for approximately 70% of the funds to be retained with Council's banker and the balance to be invested with alternative, secure financial institutions in accordance with Regulation 19C of the *Local Government (Financial Management) Regulations 1996*. In forecasting returns on Council's investments, it is proposed to utilise the 180 day term deposit rates for investments greater than \$100,000.

LOCAL BANK	INTEREST RATE
Westpac Bank	2.00%
Commonwealth Bank	1.85%
National Australia Bank	1.75%
ANZ Bank	1.90%

The following cash interest rates have been used over the life of the Plan.

CASH RATES	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Cash Interest Rates	2.00%	2.00%	2.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%

9.3.5 Fees and Charges

Section 6.2.3 details the forecasted increase of Council controlled fees and charges by 3.0% per annum.

9.3.6 Grants

Please refer to Section 6.2.4 of this Plan for forecasts relating to grant funding.

9.3.7 Loan Borrowings

9.3.7.1 Current Borrowings

The Shires current loan borrowings are as follows.

LOAN NO.	PURPOSE	INTEREST RATE	TERM OF LOAN	EXPIRY DATE	YEARS REMAINING	PRINCIPAL OUTSTANDING 2018/19
273	Gnowangerup Community Centre	6.18%	15	18/05/2026	10	\$144,870
275	Gnowangerup Sporting Complex	4.06%	10	30/05/2022	6	\$61,778
276	Borden Pavilion	4.06%	10	30/05/2022	6	\$27,457
277	GROH Housing	4.20%	10	04/04/2022	6	\$262,956
278	Borden Pavilion	4.29%	10	04/04/2023	7	\$73,138
279	Gnowangerup Sports Synthetic Surface	4.23%	15	04/06/2028	12	\$179,652
280	Staff Housing	4.00%	10	01/01/2030	10	\$367,500

The loan repayments as disclosed in the debenture schedules have been incorporated into the financial modelling.

9.3.7.2 New Borrowings

Section 6.2.5 of this Plan details that no new loans are proposed over the life of the Plan. The indicative interest rates to be used in calculating the interest costs are as follows.

FINANCIAL INSTITUTION	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
WA Treasury Corporation	3.40%	3.47%	3.54%	3.60%	4.00%	4.50%	5.00%	5.50%	6.00%	6.00%

Appendix 4 provides more details on the loan repayments over the life of this Plan.

9.3.8 Type and Range of Services

Section 3.2 of this Plan states that all current services will continue to be delivered for the life of this Plan.

9.3.9 Asset Renewal Funding Levels

Section 4.2 of this Plan details that the Shire has a medium term (ten years) estimated asset renewal funding requirement of \$29,720,000, or \$2,972,000 per annum.

Based on the Shire's asset portfolio of \$119.3m of depreciable assets, and initial asset data, modelling in 2015-16 indicated the Shire would need to spend an average of \$2.972m on asset renewals. In 2015-16, the Shire was only spending \$0.814M on asset renewals. The estimated asset renewal funding gap was \$2.157m per annum.

Further refinement of the LTFP modelling for 2019-20 to 2028-29, and targeted funding allocations towards capital renewal expenditure, shows an increase in the average annual asset renewal expenditure to \$2.24M per annum. This has resulted in a reduction in the asset renewal funding gap of \$1.42M, to \$0.73m per annum. As asset data collection improves for all asset classes, it is expected that further improvements in the asset renewal funding gap will be achievable.

Further data needs to be collected to allow Council to develop an advanced understanding of its asset portfolio and accurately identify its renewal funding gap.

9.3.10 Balanced Budget Approach

The Long Term Financial Plan has been prepared on the basis that either a balanced budget, or small surpluses, will be achieved for each year of the Plan if the Base Scenario is followed.

9.3.11 Cash Reserves

The Shire will continue to prudently manage its cash reserves to ensure that appropriate levels of funds are maintained to meet future commitments.

9.3.12 Depreciation

The Shire calculates depreciation on a straight line basis and utilises the following depreciation periods.

ASSET CLASS	DEPRECIATION RATE
Buildings (Specialised and Non-Specialised)	30 to 50 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Sealed Roads	
- Formation	Not depreciated
- Pavement	50 Years

ASSET CLASS	DEPRECIATION RATE
- Seal	
Bituminous seals	20 Years
Asphalt surfaces	25 Years
Gravel Roads	
- Formation	Not depreciated
- Pavement	50 Years
Formed Roads	
- Formation	Not depreciated
- Pavement	50 Years
Footpaths - Slab	5 to 50 Years
Drainage assets	5 to 50 Years
Parks and ovals assets	5 to 50 Years
Other infrastructure assets	5 to 50 Years
Sewer assets	5 to 50 Years
Airport assets	5 to 50 Years
Solid waste assets	5 to 50 Years

Whilst the financial modelling has incorporated the above rates of depreciation, it has not taken into account the impact of any revaluations of assets.

More detail on depreciation allocations over the life of this plan can be found at Appendix "5".

10.0 RATIO ANALYSIS AND LONG TERM SUSTAINABILITY

The ratios are an industry accepted measure of financial health. This section summarises the financial ratio results for each of the 3 models presented in this Plan.

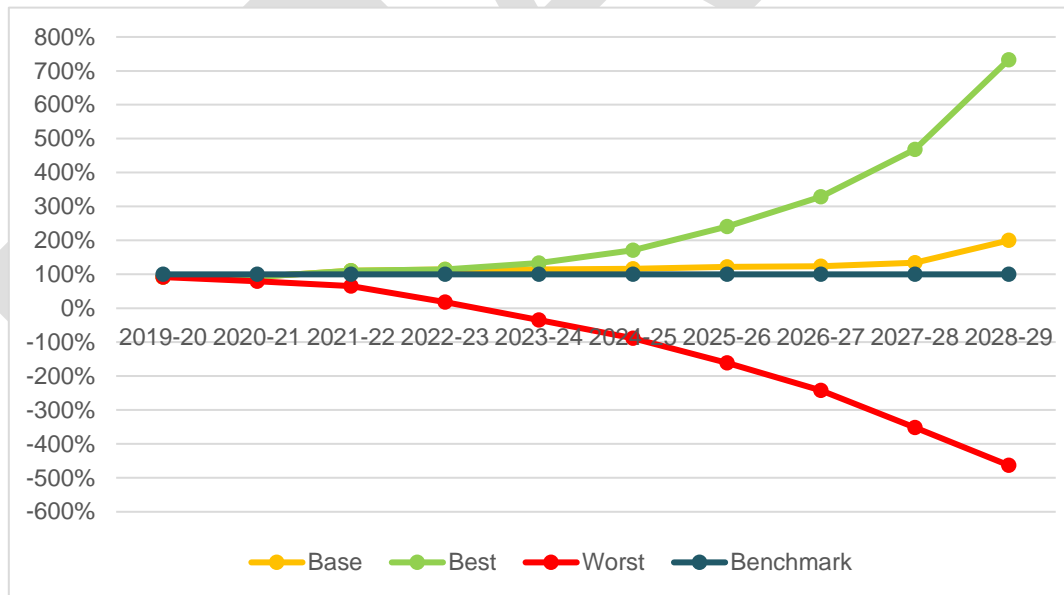
10.1 CURRENT LIQUIDITY RATIO

This is a measure of a local government's liquidity and its ability to meet its short term financial obligations out of unrestricted current assets. It is measured as:

$$\frac{\text{Current Assets less Restricted Assets}}{\text{Current Liabilities less Current Liabilities associated with Restricted Asset}}$$

Target – Standard not met if ratio is lower than 1:1 (less than 100%)
Standard is met if ratio is greater than 1:1 (100% or greater)

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	0.92:1	0.80:1	0.79:1	0.78:1	0.94:1	0.96:1	0.97:1	0.87:1	0.70:1	0.36:1
Best	0.92:1	0.80:1	0.79:1	0.78:1	0.94:1	0.96:1	1.47:1	1.97:1	2.57:1	3.12:1
Worst	0.92:1	0.80:1	0.65:1	0.18:1	(0.35):1	(0.88):1	(1.61):1	(2.42):1	(3.52):1	(4.63):1



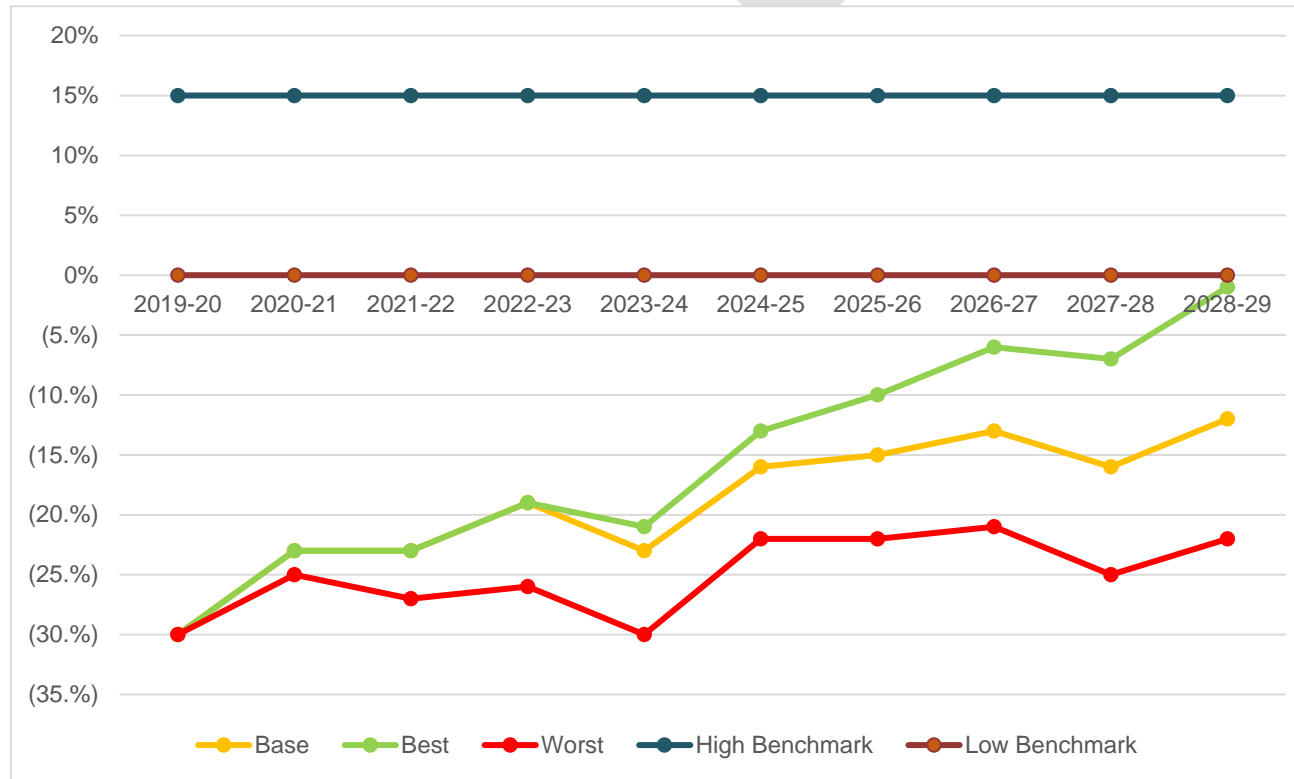
10.2 OPERATING SURPLUS RATIO

This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes. It is measured as:

$$\frac{\text{Operating Revenue (excludes non-operating revenue) less Operating Expenses}}{\text{Own Source Revenue}}$$

Target – Between 1% and 15% Basic Standard
Greater than 15% Advanced Standard

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	(30.%)	(23.%)	(23.%)	(19.%)	(23.%)	(16.%)	(15.%)	(13.%)	(16.%)	(12.%)
Best	(30.%)	(23.%)	(23.%)	(19.%)	(21.%)	(13.%)	(10.%)	(6.%)	(7.%)	(1.%)
Worst	(30.%)	(25.%)	(27.%)	(26.%)	(30.%)	(22.%)	(22.%)	(21.%)	(25.%)	(22.%)



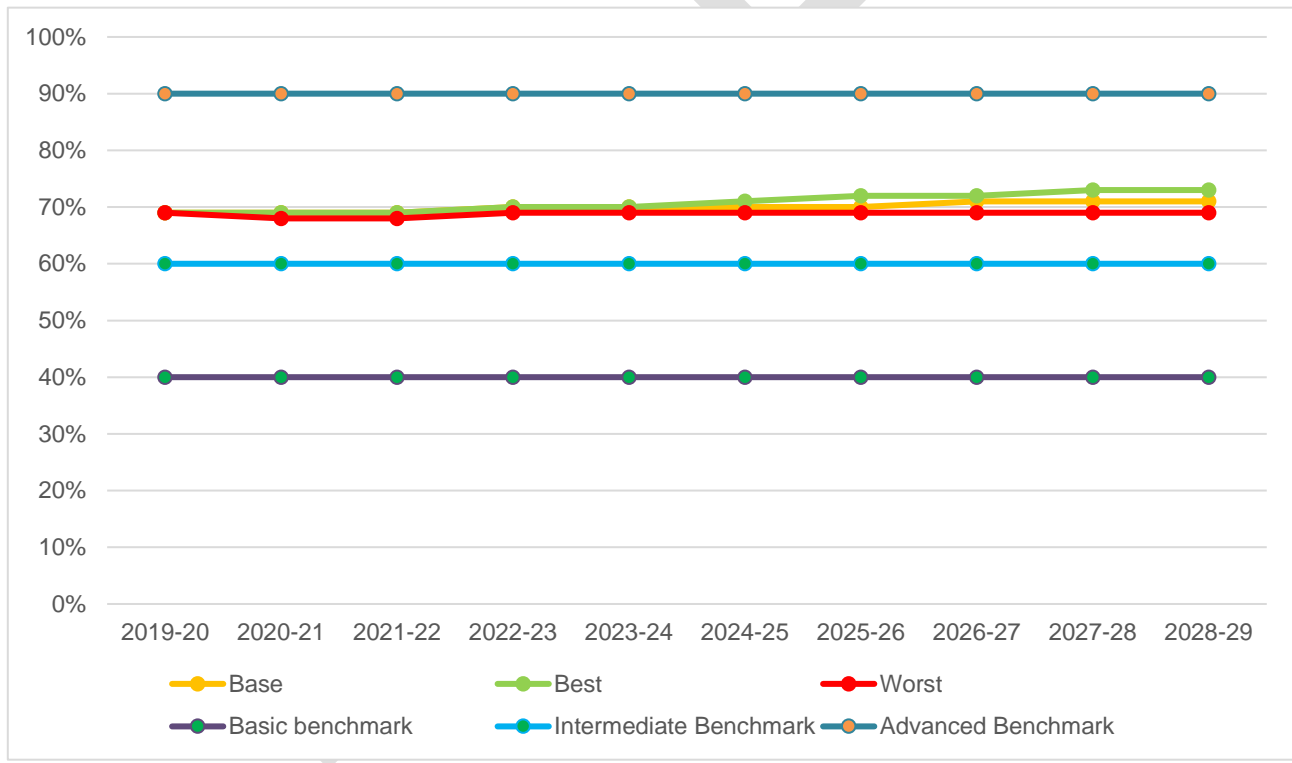
10.3 RATES COVERAGE RATIO

This is an indicator of a local government's dependence on rate revenue to fund its operations. It is measured as:

$$\frac{\text{Total Rates Revenue}}{\text{Total Operating Revenue}}$$

Target – greater than or equal to 60%

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	69%	69%	69%	70%	70%	70%	70%	71%	71%	71%
Best	69%	69%	69%	70%	70%	71%	72%	72%	73%	73%
Worst	69%	68%	68%	69%	69%	69%	69%	69%	69%	69%



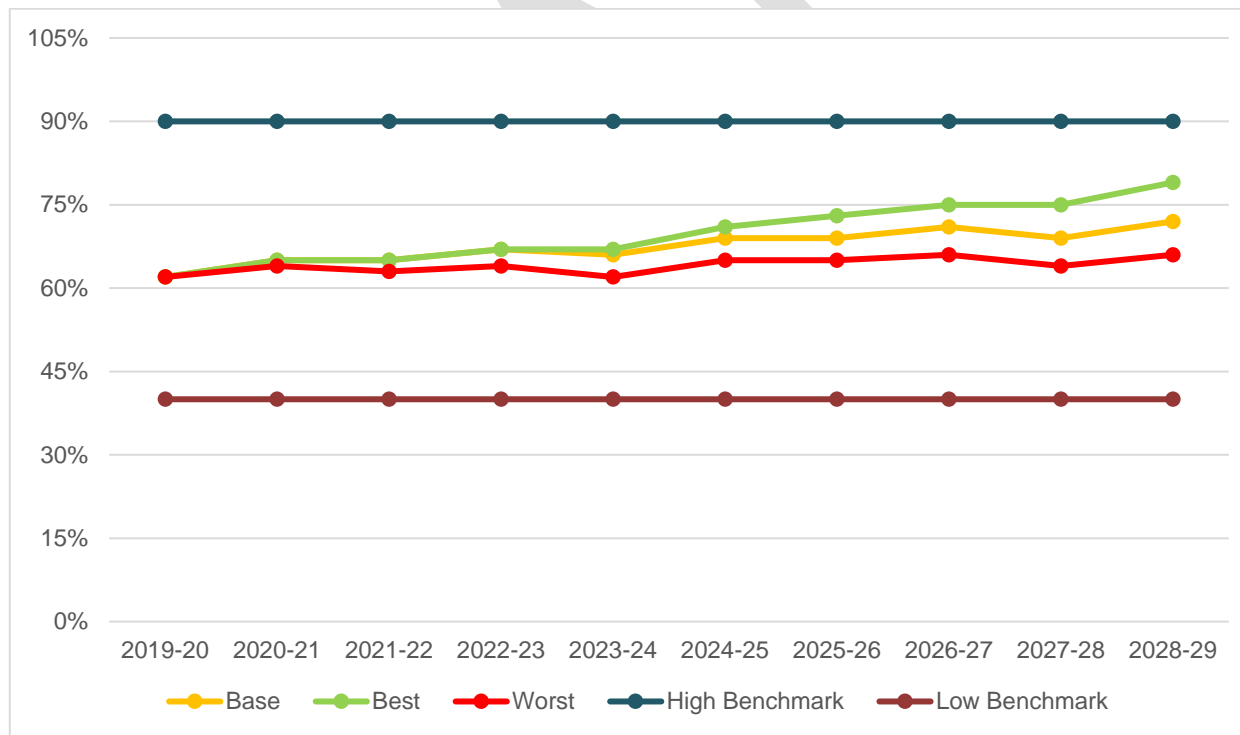
10.4 OWN SOURCE REVENUE COVERAGE RATIO

This is an indicator of a local government's ability to cover its costs through its own tax revenue effort. It is measured as:

$$\frac{\text{Own Source Revenue}}{\text{Total Expenses}}$$

Target – Between 40% to 60% Basic Standard
 Between 60% to 90% Intermediate Standard
 90% or greater Advanced Standard

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	62%	65%	65%	67%	66%	69%	69%	71%	69%	72%
Best	62%	65%	65%	67%	67%	71%	73%	75%	75%	79%
Worst	62%	64%	63%	64%	62%	65%	65%	66%	64%	66%



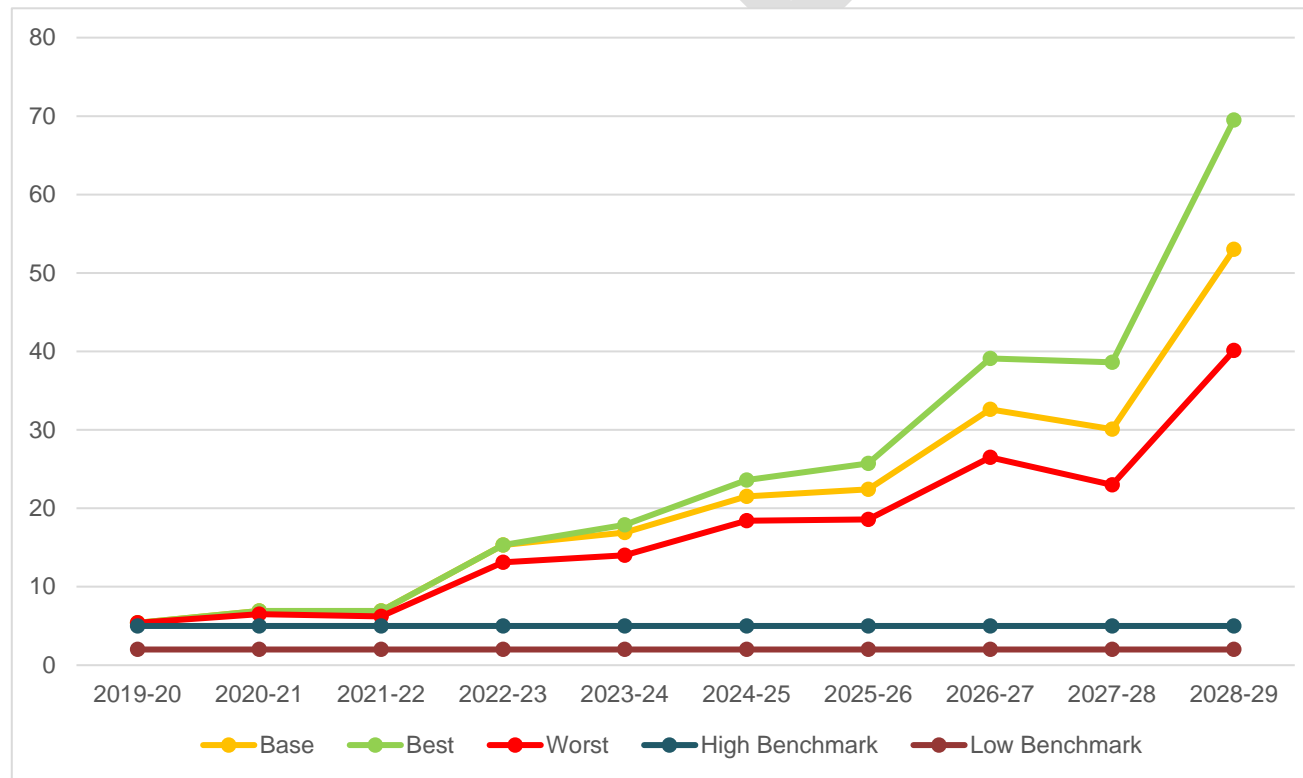
10.5 DEBT SERVICE COVER RATIO

This is an indicator of a local government's ability to produce enough cash to cover its debt payments. It is measured as:

$$\frac{\text{Operating Revenue less Operating Expenses excluding Interest Expense and Depreciation}}{\text{Principal and Interest Expense}}$$

Target – greater than or equal to 2 Basic Standard
Greater than 5 Advanced Standard

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	5.22	3.93	4.08	4.33	3.83	7.35	8.02	8.60	7.32	9.75
Best	5.22	3.93	4.08	4.57	4.34	8.39	9.43	10.30	9.33	12.42
Worst	5.22	3.93	4.08	4.33	3.83	7.36	8.03	8.61	7.32	9.75



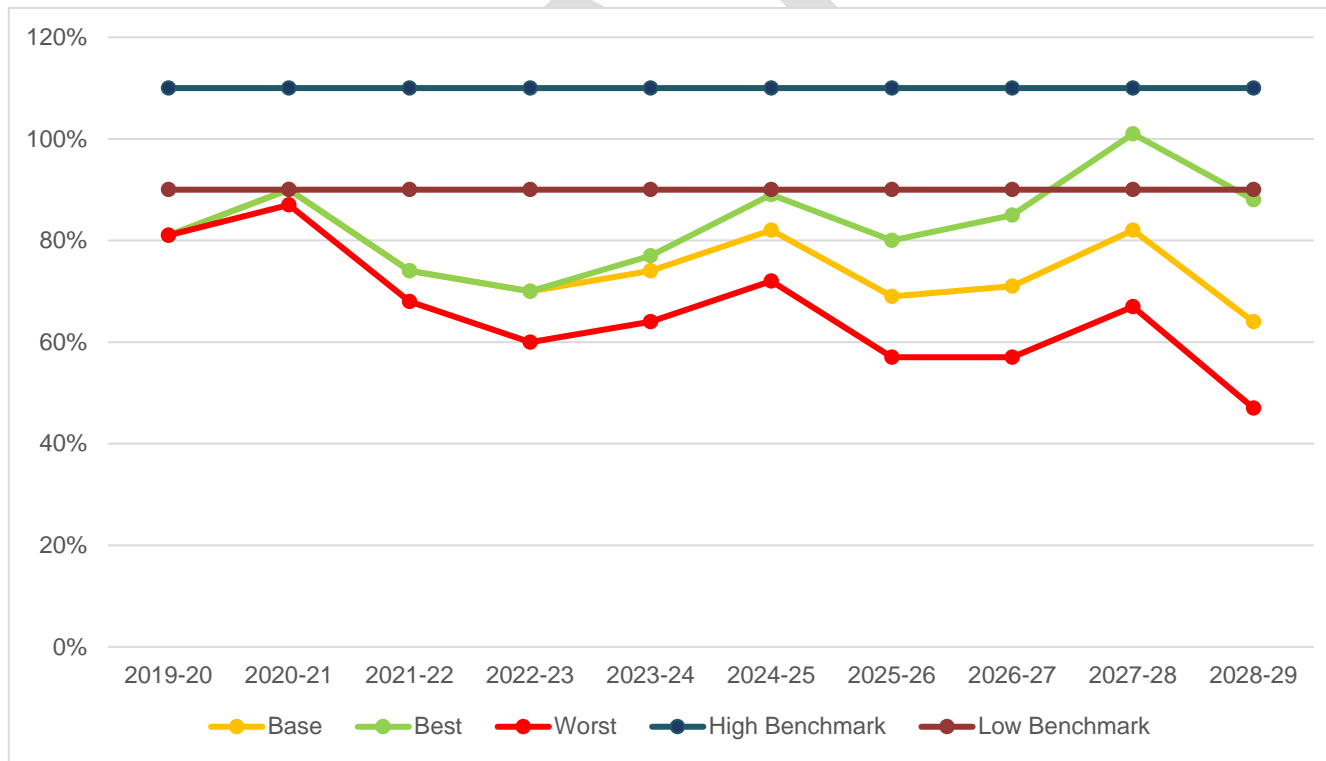
10.5 ASSET SUSTAINABILITY RATIO

This is an indicator of the extent to which assets managed by a local government are being replaced as these reach the end of their useful lives. It is measured as:

$$\frac{\text{Capital Renewal Expenditure}}{\text{Depreciation Expense}}$$

Target – Standard is met if the ratio can be measured and is 90%
 Standard is improving if the ratio is between 90% and 110%

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	81%	90%	74%	70%	74%	82%	69%	71%	82%	64%
Best	81%	90%	74%	70%	77%	89%	80%	85%	101%	88%
Worst	81%	87%	68%	60%	64%	72%	57%	57%	67%	47%



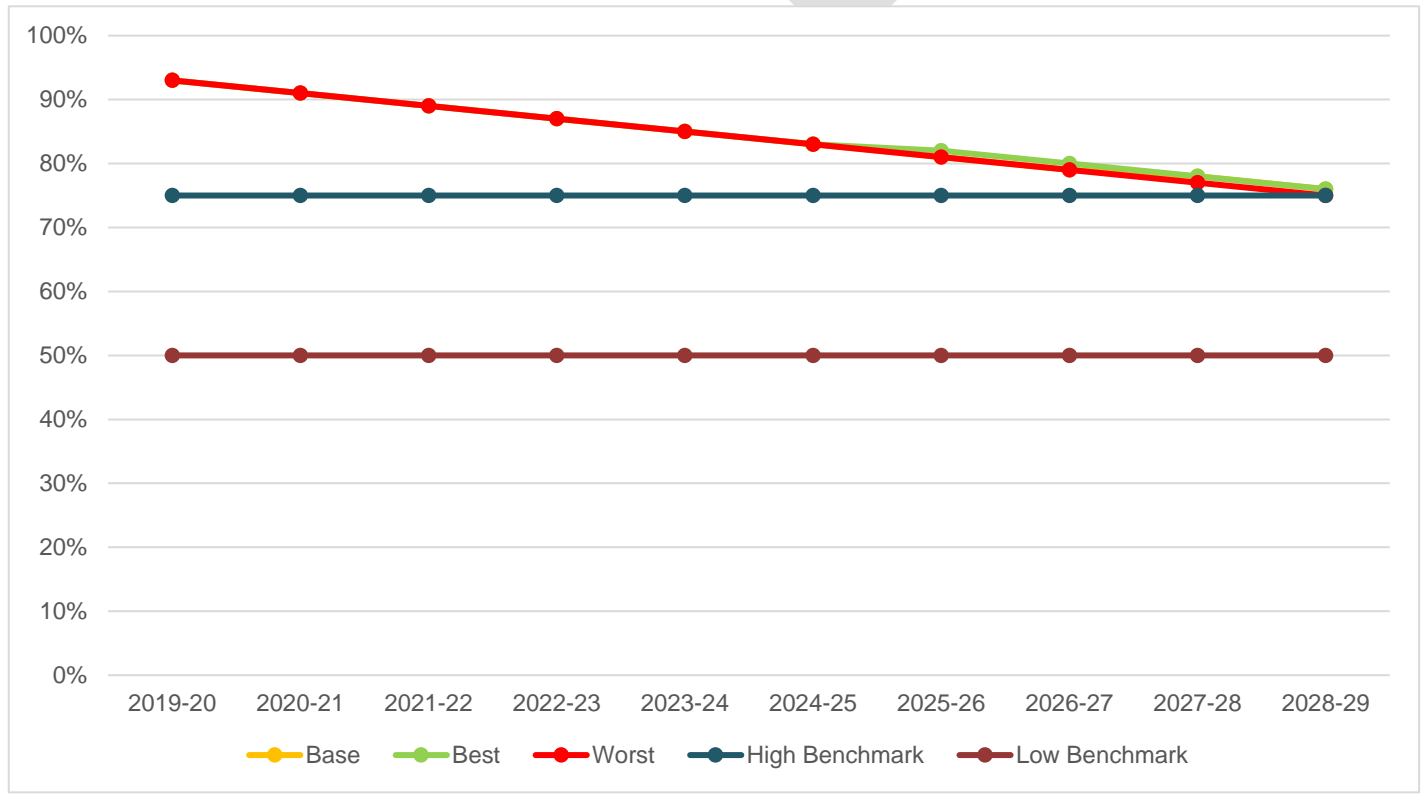
10.6 ASSET CONSUMPTION RATIO

This ratio highlights the aged condition of a local government's physical assets. It is measured as:

$$\frac{\text{Depreciated Replacement Costs of Assets (Written Down Value)}}{\text{Current Replacement Costs}}$$

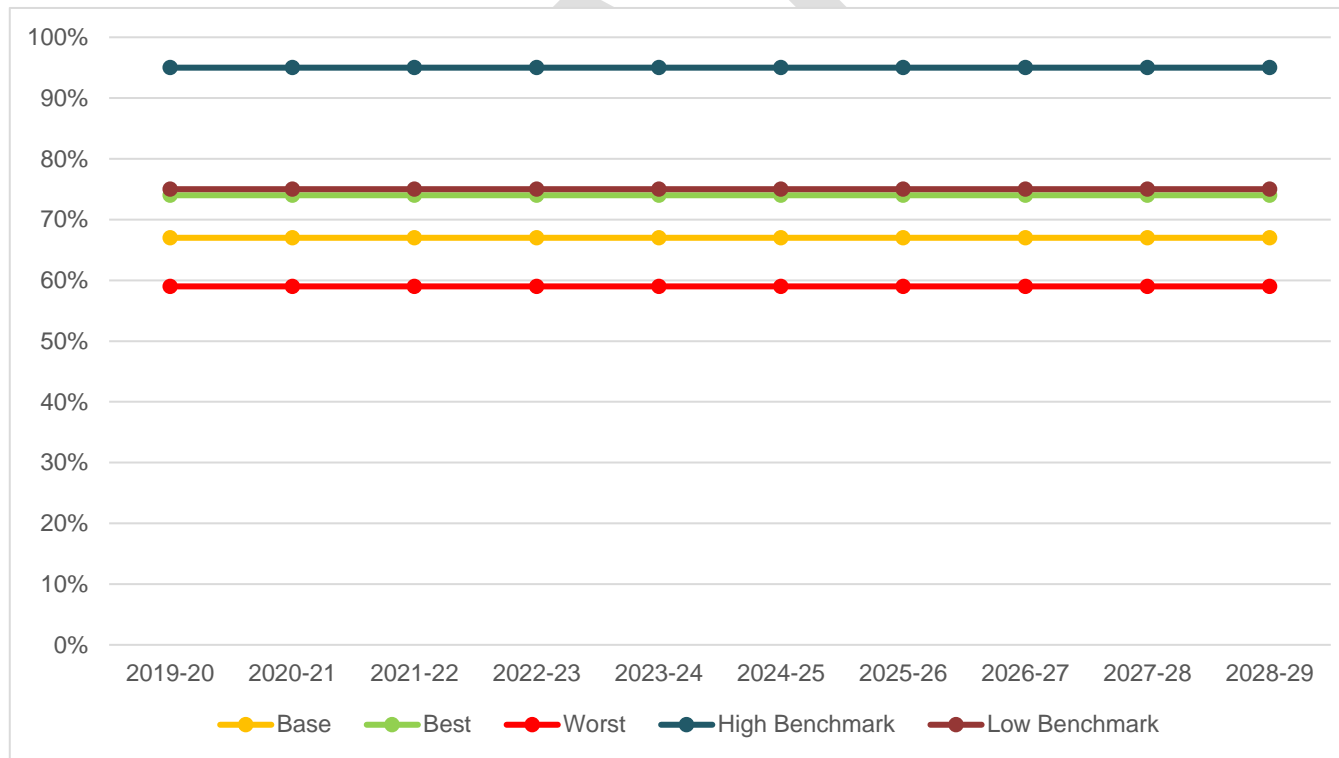
Target – Standard is met if the ratio can be measured and is 50% or greater
Standard is improving if the ratio is between 60% and 75%

FORECAST	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Base	93%	91%	89%	87%	85%	83%	81%	79%	78%	76%
Best	93%	91%	89%	87%	85%	83%	82%	80%	78%	76%
Worst	93%	91%	89%	87%	85%	83%	81%	79%	77%	75%



10.7 ASSET RENEWAL FUNDING RATIO

This ratio indicates whether the local government has the financial capacity to fund asset renewal at continued existing service levels. It is measured as:	
$\frac{\text{Net Present Value of Planned Renewal Expenditure}}{\text{Net Present Value of Asset Management Plan Projections}}$	
Target – Standard is met if the ratio is between 75% and 95% Standard is improving if the ratio is between 95% and 105% and the ASR is between 90% to 100%, and the ACR is between 50% and 75%.	
FORECAST	2019-20 to 2028-29
Base	67%
Best	74%
Worst	59%



10.8 SUMMARY

Projections show, utilising the Base Scenario Model, that over the next 10 years the Shire will require revenue from rates to grow at 6% for the first 4 years, and then at 4% as a minimum to ensure that all performance ratios continue to move towards to minimum benchmark.

In adopting such a strategy the Shire will achieve a greater degree of financial independence, with the ability to achieve balanced budgets while being able to begin addressing infrastructure asset funding gaps, particularly in the latter years of the LTFP.

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11.0 RISK ASSESSMENT

Risk can be simply defined as the effect of uncertainty on the objectives of the Shire. When evaluating risks the following issues⁶ must be understood –

1. An effect may be positive, negative or result in a deviation from the expected.
2. An objective may be financial, related to health and safety, or defined in other terms. In this case, we are examining risks related to financial objectives.
3. Risk is often described by an event, a change in circumstances, a consequence, or a combination of these and how they may affect the achievement of objectives.
4. Risk can be expressed in terms of a combination of the consequences of an event or a change in circumstances, and their likelihood.
5. Uncertainty is the state, even partial, of deficiency of information related to, understanding or knowledge of, an event, its consequences, or likelihood.

Risks are assessed using AS/NZS ISO 31000:2009 Risk Management – Principles and Guidelines. The following risk rating table has been utilised to categorise risks according to their rating and the potential action required.

RISK RATING					
Likelihood	Consequences				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	M	H	H	E	E
Likely	M	M	H	H	E
Possible	L	M	M	H	E
Unlikely	L	M	M	H	H
Rare	L	L	M	M	H

⁶ Department of Treasury and Finance, Government of South Australia.

	Risk Rating	Action Required
L	Low Risk	Managed by Routine Procedures
M	Medium Risk	Planned Action Required
H	High Risk	Prioritised action required
E	Extreme Risk	Immediate corrective action required

The major risk factors in each of the financial models are:

⇒ Whether general purpose and local road grants increases will maintain pace within inflation be over the life of the Plan.

Risk Rating: Medium (Likelihood – Possible; Consequences – Moderate)

⇒ The inability of the Shire to source other grant funding and contributions for the capital projects detailed in the Plan.

Risk Rating: High (Likelihood – Possible; Consequences – Major)

⇒ Potential expansion of services required by the community not included in the Plan.

Risk Rating: Medium (Likelihood – Possible; Consequences – Moderate)

⇒ Imposition of additional regulatory requirements by the Commonwealth and State Governments

Risk Rating: Medium (Likelihood – Possible; Consequences – Moderate)

The above risks apply to all three scenario models proposed in this Plan; and should external funding be reduced, not achieved or delayed, then the timing of capital projects will need to be reviewed.

12.0 FINANCIAL PROJECTIONS

The financial projections in this LTFP have been developed in a format that conforms to the *Local Government (Financial Management) Regulations 1996* and the Australian Accounting Standards. This format has been chosen as it allows projections to feed into the statutory format of the Annual Budget and key performance measures into the LTFP to be compared with Annual Budgets and annual Financial Reports. The statutory schedules include:

- ⇒ Statement of Comprehensive Income;
- ⇒ Statement of Financial Position (Balance Sheet) and Equity Statement;
- ⇒ Statement of Cash Flows; and
- ⇒ Rate Setting Statement.

The Statement of Comprehensive income shows what is expected to happen during the year in terms of revenue, expenses, and other adjustments from all activities. A surplus is estimated for each year of the LTFP.

The Statement of Financial Position is a snap-shot of the expected financial position of the Shire at the end of the financial year. It reports what is expected to be owned (assets) and what is expected to be owed (liabilities). The bottom line “Net Assets” represents the net worth of the Council. The assets and liabilities are separated into current and non-current. Current means those assets or liabilities which will fall due in the next 12 months. Non-current refers to assets and liabilities that are recoverable or which fall due over a longer period than 12 months.

The Statement of Cash Flows shows what is expected to happen during the year in terms of cash. The net cash provided by operating activities shows how much cash is expected to remain after paying for the services provided to the community. This can be used to fund other activities such as capital works and infrastructure. The information in this statement assists in the assessment of the ability to generate cash flows and meet financial commitments as they fall due, including debt repayments.

The Closing Balance detailed in the Rate Setting Statement reveals the net surplus/deficit for each year. The surplus/deficit for each year has not been carried forward, but rather represents funds that are available to fund additional expenditure or funds required by the Shire to deliver a balanced budget.

The Statements are supported by schedules for:

- ⇒ Capital works;
- ⇒ Cash reserves;
- ⇒ Loan repayment schedules; and
- ⇒ Depreciation calculations.

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13.0 CONCLUSION – IMPLEMENTATION AND REVIEW OF THE LTFP

The Council will consider the content of the LTFP when preparing the Annual Budget for 2019-20 and subsequent years, and it is expected that adopted budgets will be closely aligned with the proposals in the LTFP and assumptions underpinning this.

A desktop review of the LTFP will occur each year as budgets are prepared to account for performance information and changing circumstances. However, a full review is planned for 2021-22, in conjunction with formal reviews of the Strategic Community Plan and Corporate Business Plan.

The Council is confident that the LTFP will allow the Shire to set priorities within its resourcing capabilities to sustainably deliver the assets and services required by the community.

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APPENDIX 1
BASE CASE SCENARIO MODEL
STATUTORY STATEMENTS

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COMPREHENSIVE INCOME STATEMENT BY FUNCTION/ACTIVITY

	FORWARD PROJECTIONS									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
EXPENDITURE										
General Purpose Funding	(133,405)	(124,743)	(134,614)	(140,199)	(166,444)	(149,191)	(151,436)	(158,134)	(163,668)	(187,465)
Governance	(1,148,480)	(1,070,140)	(1,127,686)	(1,198,530)	(1,240,032)	(1,218,623)	(1,299,856)	(1,314,858)	(1,343,544)	(1,400,222)
Law, Order, Public Safety	(334,919)	(346,139)	(350,325)	(359,957)	(370,105)	(379,188)	(388,751)	(399,408)	(431,213)	(422,662)
Health	(261,968)	(258,510)	(267,095)	(284,278)	(316,730)	(290,357)	(300,121)	(301,641)	(325,916)	(322,677)
Education & Welfare	(36,480)	(27,035)	(27,983)	(28,856)	(29,776)	(30,665)	(31,618)	(29,502)	(30,440)	(31,325)
Housing	(61,880)	(62,425)	(72,990)	(64,856)	(80,292)	(64,829)	(63,728)	(56,884)	(140,797)	(61,511)
Community Amenities	(576,996)	(581,786)	(611,820)	(627,586)	(670,527)	(650,744)	(674,848)	(690,418)	(726,028)	(732,367)
Recreation and Culture	(1,563,231)	(1,605,945)	(1,724,650)	(1,717,750)	(1,872,553)	(1,783,351)	(1,829,618)	(1,864,498)	(2,015,375)	(2,010,238)
Transport	(3,181,967)	(3,271,789)	(3,400,706)	(3,516,099)	(3,636,973)	(3,733,434)	(3,835,759)	(3,939,677)	(4,063,354)	(4,155,971)
Economic Services	(143,953)	(101,350)	(98,243)	(110,213)	(105,312)	(117,787)	(111,287)	(126,104)	(124,411)	(136,540)
Other Property and Services	(166,897)	(165,172)	(174,369)	(181,912)	(269,772)	(252,865)	(231,453)	(242,172)	(286,109)	(248,155)
Total Expenses	(7,610,175)	(7,615,035)	(7,990,483)	(8,230,236)	(8,758,515)	(8,671,034)	(8,918,474)	(9,123,297)	(9,650,854)	(9,709,133)
REVENUE										
General Purpose Funding	5,569,644	5,842,977	6,143,979	6,472,471	6,722,774	6,972,018	7,232,927	7,515,714	7,812,378	8,103,776
Governance	0	0	0	0	0	0	0	0	0	0
Law, Order, Public Safety	59,860	60,500	61,260	62,099	62,964	63,855	64,836	65,916	67,032	68,187
Health	300	309	318	328	338	348	358	369	380	391
Education & Welfare	11,816	12,171	12,536	12,912	13,299	13,698	14,109	14,532	14,968	15,418
Housing	86,598	89,196	91,871	94,628	97,466	100,390	103,402	106,504	109,699	112,990
Community Amenities	298,161	303,048	308,063	313,243	318,598	324,132	329,875	335,813	341,932	348,231
Recreation and Culture	25,071	25,823	26,598	27,396	28,218	29,064	29,936	30,834	31,759	32,712
Transport	83,832	83,835	83,838	83,841	83,845	83,848	83,852	83,855	83,859	83,863
Economic Services	12,712	13,094	13,486	13,891	14,308	14,737	15,179	15,634	16,103	16,587
Other Property & Services	97,945	98,872	99,879	100,945	102,043	103,174	104,376	105,650	106,963	108,316
Total Revenues	6,245,939	6,529,823	6,841,828	7,181,754	7,443,851	7,705,264	7,978,851	8,274,822	8,585,075	8,890,471
NET RESULT	(1,364,236)	(1,085,212)	(1,148,655)	(1,048,482)	(1,314,663)	(965,769)	(939,623)	(848,474)	(1,065,779)	(818,662)
BORROWING COST EXPENSE										
Housing	(29,631)	(25,045)	(20,266)	(15,288)	(10,596)	(7,707)	(6,202)	(4,637)	(3,008)	(1,313)
Recreation & Culture	(23,468)	(19,806)	(15,969)	(12,170)	(8,967)	(6,121)	(3,780)	(1,709)	(747)	0
Total Borrowing Costs	(53,099)	(44,851)	(36,235)	(27,458)	(19,563)	(13,828)	(9,982)	(6,346)	(3,755)	(1,313)
NON-OPERATING REVENUE										
Housing	0	0								
Transport	602,667	586,000	582,667	582,667	496,000	396,000	429,333	406,667	399,085	408,189
Total Non-Operating Revenue	602,667	586,000	582,667	582,667	496,000	396,000	429,333	406,667	399,085	408,189
PROFIT/(LOSS) ON SALE OF ASSETS										
Transport	0	0	0	0	0	0	0	0	0	0
Total Profit(Loss)	0	0	0	0	0	0	0	0	0	0
TOTAL COMPREHENSIVE INCOME	(814,668)	(544,063)	(602,223)	(493,273)	(838,226)	(583,597)	(520,272)	(448,153)	(670,449)	(411,786)

COMPREHENSIVE INCOME STATEMENT BY NATURE & TYPE

	FORWARD PROJECTIONS									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
REVENUE										
Rates	4,026,378	4,269,169	4,526,599	4,799,553	4,992,975	5,194,192	5,403,518	5,621,280	5,847,818	6,083,485
Specified Area Rates	209,607	210,685	211,797	212,941	214,120	215,334	216,585	217,873	219,200	220,567
Operating Grants/Subsidies/Contributions	1,522,235	1,557,321	1,596,930	1,641,327	1,687,057	1,734,158	1,782,737	1,832,842	1,884,455	1,937,620
Reimbursements & Recoveries	11,808	11,983	12,133	12,299	12,487	12,699	12,946	13,218	13,499	13,790
Interest Earnings	68,470	64,441	69,034	80,881	92,760	94,435	98,275	114,126	133,602	137,163
Fees & Charges	353,163	361,224	369,580	378,218	387,115	396,282	405,762	415,564	425,663	436,068
Other Income	54,279	55,001	55,755	56,535	57,338	58,164	59,027	59,919	60,838	61,778
	6,245,939	6,529,823	6,841,828	7,181,754	7,443,851	7,705,264	7,978,851	8,274,822	8,585,075	8,890,471
EXPENSES										
Employee Costs	(2,216,300)	(2,198,399)	(2,372,020)	(2,442,943)	(2,516,014)	(2,599,431)	(2,693,459)	(2,783,631)	(2,878,736)	(2,981,271)
Materials & Contracts	(1,926,355)	(1,855,657)	(1,974,560)	(2,074,146)	(2,453,110)	(2,207,665)	(2,279,229)	(2,348,178)	(2,700,825)	(2,604,420)
Utilities	(182,888)	(191,209)	(200,059)	(208,750)	(217,380)	(225,908)	(234,946)	(225,707)	(232,538)	(241,857)
Depreciation on Non-Current Assets	(2,708,312)	(2,784,165)	(2,848,830)	(2,898,671)	(2,954,358)	(3,007,668)	(3,066,009)	(3,104,859)	(3,150,355)	(3,177,156)
Interest Expenses	(53,099)	(44,851)	(36,235)	(27,458)	(19,563)	(13,828)	(9,982)	(6,346)	(3,755)	(1,313)
Insurances	(215,522)	(220,812)	(226,151)	(232,085)	(238,526)	(245,548)	(253,602)	(262,478)	(282,597)	(290,902)
Other Expenditure	(360,799)	(364,793)	(368,864)	(373,642)	(379,128)	(384,813)	(391,229)	(398,443)	(405,803)	(413,527)
	(7,663,274)	(7,659,886)	(8,026,718)	(8,257,694)	(8,778,078)	(8,684,862)	(8,928,456)	(9,129,643)	(9,654,609)	(9,710,446)
Net Result	(1,417,335)	(1,130,063)	(1,184,890)	(1,075,940)	(1,334,226)	(979,597)	(949,605)	(854,820)	(1,069,534)	(819,975)
NON-OPERATING REVENUE										
Non-Operating Grants & subsidies	602,667	586,000	582,667	582,667	496,000	396,000	429,333	406,667	399,085	408,189
Profit on Asset Disposals	0	0	0	0	0	0	0	0	0	0
Loss on Asset Disposals	0	0	0	0	0	0	0	0	0	0
	602,667	586,000	582,667	582,667	496,000	396,000	429,333	406,667	399,085	408,189
TOTAL COMPREHENSIVE INCOME	(814,668)	(544,063)	(602,223)	(493,273)	(838,226)	(583,597)	(520,272)	(448,153)	(670,449)	(411,786)

STATEMENT OF FINANCIAL POSITION

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Current assets										
Unrestricted Cash and cash equivalents	465,855	478,289	478,289	479,720	479,720	488,207	489,440	497,195	514,378	538,728
Restricted Cash and cash equivalents	1,201,057	1,144,578	1,342,035	1,737,996	1,792,947	1,920,962	2,449,317	3,098,523	3,217,205	4,089,448
Trade and other receivables	122,536	122,536	122,536	122,536	122,536	122,536	122,536	122,536	122,536	122,536
Inventories	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548	29,548
Other assets										
Total current assets	1,818,996	1,774,951	1,972,407	2,369,800	2,424,752	2,561,253	3,090,841	3,747,802	3,883,667	4,780,259
Non-current assets										
Trade and other receivables	160,806	131,077	100,129	100,129	100,129	100,129	100,129	100,129	100,129	100,129
Investments	6,186	6,186	6,186	6,186	6,186	6,186	6,186	6,186	6,186	6,186
Inventories	0	0	0	0	0	0	0	0	0	0
Property, plant and equipment	31,153,862	30,837,550	30,437,744	29,939,338	29,311,376	28,644,791	28,041,367	27,318,493	26,771,372	25,714,368
Infrastructure	88,699,142	88,392,534	87,863,590	87,430,989	87,142,996	87,064,819	86,591,853	86,207,296	85,945,323	85,715,560
Total non-current assets	120,019,996	119,367,346	118,407,649	117,476,642	116,560,687	115,815,925	114,739,535	113,632,105	112,823,009	111,536,243
Total assets	121,838,992	121,142,297	120,380,057	119,846,442	118,985,438	118,377,178	117,830,375	117,379,907	116,706,676	116,316,502
Current liabilities										
Trade and other payables	233,001	233,001	233,001	233,001	233,001	233,001	233,001	233,001	233,001	233,001
Interest-bearing loans and borrowings	202,690	211,577	93,448	77,476	81,140	84,984	62,815	65,399	43,196	440
Provisions	324,814	324,814	324,814	324,814	324,814	324,814	324,814	324,814	324,814	324,814
Total current liabilities	760,505	769,392	651,263	635,291	638,955	642,799	620,630	623,214	601,011	558,255
Non-current liabilities										
Interest-bearing loans and borrowings	720,475	508,898	415,450	337,974	256,834	171,850	109,035	43,636	440	0
Provisions	200,699	250,756	302,316	355,422	410,122	466,599	525,053	585,552	648,169	712,978
Total non-current liabilities	921,174	759,654	717,766	693,396	666,956	638,449	634,088	629,188	648,609	712,978
Total liabilities	1,681,679	1,529,046	1,369,029	1,328,687	1,305,911	1,281,248	1,254,718	1,252,402	1,249,620	1,271,233
Net assets	120,157,314	119,613,251	119,011,028	118,517,755	117,679,529	117,095,931	116,575,660	116,127,507	115,457,057	115,045,271
Equity										
Retained surplus	40,862,075	40,374,491	39,574,812	38,685,578	37,792,400	37,080,789	36,032,161	34,934,802	34,145,670	32,861,642
Asset revaluation reserve	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181
Other reserves	1,201,057	1,144,578	1,342,035	1,737,996	1,792,947	1,920,962	2,449,317	3,098,523	3,217,205	4,089,448
Total equity	120,157,314	119,613,251	119,011,028	118,517,755	117,679,529	117,095,931	116,575,660	116,127,507	115,457,057	115,045,271

STATEMENT OF CHANGES IN EQUITY

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Retained surplus										
Balance as at 1 July	41,475,294	40,862,075	40,374,491	39,574,812	38,685,578	37,792,400	37,080,789	36,032,161	34,934,802	34,145,670
Total comprehensive Income	(814,668)	(544,063)	(602,223)	(493,273)	(838,226)	(583,597)	(520,272)	(448,153)	(670,449)	(411,786)
Tfr Prior Yr Increment to Retained Surplus										
Transfer from /(to) reserves	201,450	56,479	(197,456)	(395,961)	(54,952)	(128,015)	(528,355)	(649,206)	(118,682)	(872,243)
Balance as at 30 June	40,862,075	40,374,491	39,574,812	38,685,578	37,792,400	37,080,789	36,032,161	34,934,802	34,145,670	32,861,642
Reserves - cash backed										
Balance as at 1 July	1,402,507	1,201,057	1,144,578	1,342,035	1,737,996	1,792,947	1,920,962	2,449,317	3,098,523	3,217,205
Transfer from /(to) retained surplus	(201,450)	(56,479)	197,456	395,961	54,952	128,015	528,355	649,206	118,682	872,243
Balance as at 30 June	1,201,057	1,144,578	1,342,035	1,737,996	1,792,947	1,920,962	2,449,317	3,098,523	3,217,205	4,089,448
Reserves - asset revaluation										
Balance as at 1 July	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181
Changes on revaluation of N/C Assets	0	0	0	0	0	0	0	0	0	0
Tfr Prior Yr Increment to Retained Surplus	0	0	0	0	0	0	0	0	0	0
Balance as at 30 June	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181	78,094,181
Total Equity	120,157,314	119,613,251	119,011,028	118,517,755	117,679,529	117,095,932	116,575,660	116,127,507	115,457,057	115,045,271

STATEMENT OF CASH FLOWS

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Cash Flows from operating activities										
EXPENDITURE										
Employee Costs	(2,167,700)	(2,148,341)	(2,320,461)	(2,389,837)	(2,461,314)	(2,542,954)	(2,635,005)	(2,723,132)	(2,816,119)	(2,916,462)
Materials & Contracts	(1,926,355)	(1,855,657)	(1,974,560)	(2,074,146)	(2,453,110)	(2,207,665)	(2,279,229)	(2,348,178)	(2,700,825)	(2,604,420)
Utilities	(182,888)	(191,209)	(200,059)	(208,750)	(217,380)	(225,908)	(234,946)	(225,707)	(232,538)	(241,857)
Insurance	(215,522)	(220,812)	(226,151)	(232,085)	(238,526)	(245,548)	(253,602)	(262,478)	(282,597)	(290,902)
Interest Expenses	(53,099)	(44,851)	(36,235)	(27,458)	(19,563)	(13,828)	(9,982)	(6,346)	(3,755)	(1,313)
Other	(360,799)	(364,793)	(368,864)	(373,642)	(379,128)	(384,813)	(391,229)	(398,443)	(405,803)	(413,527)
	(4,906,363)	(4,825,663)	(5,126,328)	(5,305,917)	(5,769,021)	(5,620,717)	(5,803,993)	(5,964,284)	(6,441,637)	(6,468,481)
REVENUE										
Rates	4,335,984	4,479,854	4,738,396	5,012,495	5,207,095	5,409,527	5,620,103	5,839,153	6,067,018	6,304,051
Operating Grants	1,522,235	1,557,321	1,596,930	1,641,327	1,687,057	1,734,158	1,782,737	1,832,842	1,884,455	1,937,620
Contributions and Donations Reimbursements	11,808	11,983	12,133	12,299	12,487	12,699	12,946	13,218	13,499	13,790
Fees and Charges	353,163	361,224	369,580	378,218	387,115	396,282	405,762	415,564	425,663	436,068
Interest Received	68,470	64,441	69,034	80,881	92,760	94,435	98,275	114,126	133,602	137,163
Goods & Services Tax	0	0	0	0	0	0	0	0	0	0
Other	54,279	55,001	55,755	56,535	57,338	58,164	59,027	59,919	60,838	61,778
	6,345,939	6,529,823	6,841,828	7,181,754	7,443,851	7,705,264	7,978,851	8,274,822	8,585,075	8,890,471
Net Cash flows from Operating Activities	1,439,577	1,704,160	1,715,500	1,875,837	1,674,831	2,084,548	2,174,857	2,310,538	2,143,439	2,421,990
Cash flows from investing activities										
Payments										
Payment for Land and Buildings	(36,285)	(123,050)	(69,337)	(208,862)	(80,167)	(209,230)	(181,061)	(74,434)	(219,727)	0
Payment for Infrastructure Assets- Roads	(1,318,871)	(1,317,194)	(1,234,674)	(1,314,802)	(1,521,983)	(1,742,676)	(1,390,988)	(1,486,995)	(1,622,963)	(1,491,390)
Payment for Infrastructure Assets- Footpaths	0	(6,000)	(18,000)	(20,000)	(20,000)	(20,000)	0	0	0	0
Payment for Infrastructure Assets- Aerodromes	0	0	0	0	0	0	0	0	0	(200,000)
Payment for Infrastructure Assets- Drainage	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Payment for Infrastructure Assets- Sewerage	(10,000)	0	0	0	0	0	0	0	0	0
Payment for Infrastructure Assets - Parks & Ovals	(5,570)	(93,000)	(5,570)	0	(6,253)	0	(5,570)	0	(5,570)	0
Payment for Infrastructure Assets - Solid Waste	(8,000)	(45,000)	0	(45,000)	0	(25,000)	(20,000)	(25,000)	(20,000)	(25,000)
Payment for Infrastructure Assets - Other	(50,000)	0	0	(150,000)	0	0	0	0	0	0
Payment for Purchase of Plant and Equipment	(797,000)	(869,000)	(788,000)	(415,000)	(547,000)	(463,500)	(473,000)	(602,000)	(705,000)	(307,000)
Payment for Purchase of Furniture and Equipment	(13,000)	(45,000)	0	(15,000)	0	0	(45,000)	0	(15,000)	0
Receipts										
Proceeds from Sale of Assets	282,000	342,000	200,500	206,000	142,000	202,500	131,000	196,000	252,000	138,000
Contributions towards Development of Assets	602,667	586,000	582,667	582,667	496,000	396,000	429,333	406,667	399,085	408,189
Net cash flows from investing activities	(1,359,059)	(1,575,244)	(1,337,414)	(1,384,997)	(1,542,403)	(1,866,906)	(1,560,286)	(1,590,762)	(1,942,175)	(1,482,201)
Cash flows from Financing Activities										
Loan Repayments -Principal	(194,184)	(202,690)	(211,577)	(93,448)	(77,476)	(81,140)	(84,984)	(62,815)	(65,399)	(43,196)
Proceeds from New Debentures	0	0	0	0	0	0	0	0	0	0
Self Supporting Loan Principal Payments Rec'd	28,557	29,729	30,948	0	0	0	0	0	0	0
Net cash flows from financing activities	(165,627)	(172,961)	(180,629)	(93,448)	(77,476)	(81,140)	(84,984)	(62,815)	(65,399)	(43,196)
Net (decrease)/increase in cash held	(85,110)	(44,045)	197,456	397,392	54,952	136,502	529,587	656,961	135,865	896,593
Cash at the Beginning of Reporting Period	1,752,022	1,666,912	1,622,867	1,820,323	2,217,716	2,272,668	2,409,169	2,938,757	3,595,718	3,731,583
Cash at the End of Reporting Period	1,666,912	1,622,867	1,820,323	2,217,716	2,272,668	2,409,169	2,938,757	3,595,718	3,731,583	4,628,175

RATE SETTING STATEMENT

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
OPERATING REVENUE										
General Purpose Funding	1,543,266	1,573,808	1,617,380	1,672,918	1,729,798	1,777,826	1,829,409	1,894,435	1,964,561	2,020,291
Governance	0	0	0	0	0	0	0	0	0	0
Law, Order, Public Safety	59,860	60,500	61,260	62,099	62,964	63,855	64,836	65,916	67,032	68,187
Health	300	309	318	328	338	348	358	369	380	391
Education and Welfare	11,816	12,171	12,536	12,912	13,299	13,698	14,109	14,532	14,968	15,418
Housing	86,598	89,196	91,871	94,628	97,466	100,390	103,402	106,504	109,699	112,990
Community Amenities	298,161	303,048	308,063	313,243	318,598	324,132	329,875	335,813	341,932	348,231
Recreation and Culture	25,071	25,823	26,598	27,396	28,218	29,064	29,936	30,834	31,759	32,712
Transport	83,832	83,835	83,838	83,841	83,845	83,848	83,852	83,855	83,859	83,863
Economic Services	12,712	13,094	13,486	13,891	14,308	14,737	15,179	15,634	16,103	16,587
Other Property and Services	97,945	98,872	99,879	100,945	102,043	103,174	104,376	105,650	106,963	108,316
TOTAL REVENUE	2,219,561	2,260,655	2,315,229	2,382,201	2,450,876	2,511,072	2,575,333	2,653,542	2,737,258	2,806,986
LESS OPERATING EXPENDITURE										
General Purpose Funding	(133,405)	(124,743)	(134,614)	(140,199)	(166,444)	(149,191)	(151,436)	(158,134)	(163,668)	(187,465)
Governance	(1,148,480)	(1,070,140)	(1,127,686)	(1,198,530)	(1,240,032)	(1,218,623)	(1,299,856)	(1,314,858)	(1,343,544)	(1,400,222)
Law, Order, Public Safety	(334,919)	(346,139)	(350,325)	(359,957)	(370,105)	(379,188)	(388,751)	(399,408)	(431,213)	(422,662)
Health	(261,968)	(258,510)	(267,095)	(284,278)	(316,730)	(290,357)	(300,121)	(301,641)	(325,916)	(322,677)
Education and Welfare	(36,480)	(27,035)	(27,983)	(28,856)	(29,776)	(30,665)	(31,618)	(29,502)	(30,440)	(31,325)
Housing	(91,511)	(87,470)	(93,256)	(80,144)	(90,888)	(72,536)	(69,930)	(61,521)	(143,805)	(62,824)
Community Amenities	(576,996)	(581,786)	(611,820)	(627,586)	(670,527)	(650,744)	(674,848)	(690,418)	(726,028)	(732,367)
Recreation and Culture	(1,586,699)	(1,625,751)	(1,740,619)	(1,729,920)	(1,881,520)	(1,789,472)	(1,833,398)	(1,866,207)	(2,016,122)	(2,010,238)
Transport	(3,181,967)	(3,271,789)	(3,400,706)	(3,516,099)	(3,636,973)	(3,733,434)	(3,835,759)	(3,939,677)	(4,063,354)	(4,155,971)
Economic Services	(143,953)	(101,350)	(98,243)	(110,213)	(105,312)	(117,787)	(111,287)	(126,104)	(124,411)	(136,540)
Other Property & Services	(166,897)	(165,172)	(174,369)	(181,912)	(269,772)	(252,865)	(231,453)	(242,172)	(286,109)	(248,155)
TOTAL EXPENSES	(7,663,274)	(7,659,886)	(8,026,718)	(8,257,694)	(8,778,078)	(8,684,862)	(8,928,456)	(9,129,643)	(9,654,609)	(9,710,446)
<i>Increase/(Decrease)</i>	(5,443,713)	(5,399,231)	(5,711,489)	(5,875,493)	(6,327,202)	(6,173,790)	(6,353,124)	(6,476,100)	(6,917,351)	(6,903,460)
ADD										
Movement in Employee Benefits (Non-current)	48,600	50,058	51,559	53,106	54,699	56,477	58,454	60,500	62,617	64,809
Movement in Deferred Pensioners (Non-current)										
(Profit)/ Loss on the disposal of assets	0	0	0	0	0	0	0	0	0	0
Depreciation Written Back	2,708,312	2,784,165	2,848,830	2,898,671	2,954,358	3,007,668	3,066,009	3,104,859	3,150,355	3,177,156
<i>Sub Total</i>	2,756,912	2,834,223	2,900,389	2,951,777	3,009,057	3,064,145	3,124,463	3,165,359	3,212,972	3,241,965
INVESTING ACTIVITIES										
Purchase Land										
Purchase Buildings	(36,285)	(123,050)	(69,337)	(208,862)	(80,167)	(209,230)	(181,061)	(74,434)	(219,727)	0
Infrastructure Assets - Roads	(1,318,871)	(1,317,194)	(1,234,674)	(1,314,802)	(1,521,983)	(1,742,676)	(1,390,988)	(1,486,995)	(1,622,963)	(1,491,390)
Infrastructure Assets - Footpaths	0	(6,000)	(18,000)	(20,000)	(20,000)	(20,000)	0	0	0	0
Infrastructure Assets - Aerodromes	0	0	0	0	0	0	0	0	0	(200,000)
Infrastructure Assets - Drainage	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Infrastructure Assets - Sewerage	(10,000)	0	0	0	0	0	0	0	0	0
Infrastructure Assets - Parks & Ovals	(5,570)	(93,000)	(5,570)	0	(6,253)	0	(5,570)	0	(5,570)	0
Infrastructure Assets - Solid Waste	(8,000)	(45,000)	0	(45,000)	0	(25,000)	(20,000)	(25,000)	(20,000)	(25,000)
Infrastructure Assets - Other	(50,000)	0	0	(150,000)	0	0	0	0	0	0
Purchase Plant and Equipment	(797,000)	(869,000)	(788,000)	(415,000)	(547,000)	(463,500)	(473,000)	(602,000)	(705,000)	(307,000)
Purchase Furniture and Equipment	(13,000)	(45,000)	0	(15,000)	0	0	(45,000)	0	(15,000)	0
Proceeds from Sale of Assets	282,000	342,000	200,500	206,000	142,000	202,500	131,000	196,000	252,000	138,000
Contributions for the Development of Assets	602,667	586,000	582,667	582,667	496,000	396,000	429,333	406,667	399,085	408,189
FINANCING ACTIVITIES										
Repayment of Debt - Loan Principal	(194,184)	(202,690)	(211,577)	(93,448)	(77,476)	(81,140)	(84,984)	(62,815)	(65,399)	(43,196)
Principal Repayment Received -Loans	28,557	29,729	30,948	0	0	0	0	0	0	0
Transfer to Reserves	(203,550)	(199,521)	(197,456)	(395,961)	(226,952)	(229,515)	(528,355)	(649,206)	(268,682)	(872,243)
<i>Sub Total</i>	(1,728,236)	(1,947,726)	(1,715,500)	(1,874,406)	(1,846,831)	(2,177,561)	(2,173,625)	(2,302,783)	(2,276,256)	(2,397,640)
FUNDING SOURCES										
Loans	0	0	0	0	0	0	0	0	0	0
Transfers From Reserves	405,000	256,000	0	0	172,000	101,500	0	0	150,000	0
Opening Surplus/ (Deficit)	0	0	0	0	0	0	0	0	0	0
Closing (Surplus)/Deficit	(16,340)	(12,434)	(0)	(1,431)	(0)	(8,487)	(1,232)	(7,755)	(17,183)	(24,350)
TO BE MADE UP FROM GENERAL RATES	(4,026,378)	(4,269,169)	(4,526,599)	(4,799,553)	(4,992,975)	(5,194,192)	(5,403,518)	(5,621,280)	(5,847,818)	(6,083,485)

APPENDIX 2
CAPITAL WORKS PROGRAM
BASE CASE SCENARIO MODEL

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CAPITAL WORKS PROGRAM – ROAD INFRASTRUCTURE

ROADS ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Roads to Recovery										
Bluff Knoll RD Reseal	0	0	0	0	0	0	0	0	0	214,480
Magitup Road	0	0	0	0	0	0	88,040	0	0	0
Rabbit Proof Fence Rd - Gravel Sheet	0	0	85,200	0	0	0	0	0	0	0
RTR Strathaven Rd	80,000	0	0	0	0	0	0	0	0	76,384
Boxwood-Ongerup Road	0	118,160	0	117,600	372,000	0	0	0	0	0
Salt River Road	0	0	0	178,400	0	0	0	0	0	0
Hinkley Road Gravel Sheet	61,000	0	0	0	0	0	0	0	0	0
North Stirling Rd	0	0	210,800	0	0	0	0	0	0	0
Corackerup Road	0	0	0	0	0	0	207,960	0	0	0
Old Ongerup Road Reseal	85,000	0	0	0	0	0	0	0	204,600	0
Soldiers Road Gravel Sheet SLK 4.00-8.00	0	0	0	0	0	0	0	222,592	0	0
Nightwell Rd Gravel Sheet	0	0	0	0	0	270,475	0	73,408	0	0
Garnett Rd Patch & Reseal	70,000	0	0	0	0	0	0	0	0	0
Woodlands Road Gravel Sheet	0	0	0	0	0	0	0	0	81,530	0
Sandalwood Road	0	0	0	0	0	0	0	0	9,870	0
Airport Road Gravel Sheet	0	0	0	0	0	61,628	0	0	0	0
Corbett Street RAV Upgrade	0	177,840	0	0	0	0	0	0	0	0
Regional Road Group										
Tieline Road Reseal	138,000	105,000	0	0	0	0	0	0	0	0
Borden - Bremer Road	130,000	180,000	130,000	130,000	0	0	0	0	0	0
Kowbrup Road Reseal 1000m	0	150,000	300,000	300,000	300,000	150,000	0	0	154,628	168,284
Ongerup-Pingrup Road	192,000	0	0	0	0	0	0	0	0	0
Kwobrup North Rd	0	0	0	0	0	0	200,000	166,000	0	0
Municipal Fund Reseals										
Buncle St Stabilisation & Reseal	0	4,064	0	0	0	0	0	0	0	20,896
Aylmore St Reseal	0	0	0	0	0	0	0	0	0	35,484
Allardyce St Reseal	0	0	0	4,706	0	0	0	0	3,175	0
Glengary St Reseal	0	0	0	0	0	14,515	0	0	0	3,276
Old Ongerup Rd Reseal	0	0	0	0	0	0	33,600	0	0	0
Salt River Road Reseal	0	0	0	0	0	0	0	9,600	0	66,960
Bell Street Reseal	17,024	0	0	0	0	0	0	0	0	0
Quinn St Reseal	0	0	0	0	8,680	0	5,600	6,440	0	0
Cecil Street Reseal	0	0	0	0	0	0	6,564	0	0	18,435
Whitehead St Reseal	0	0	0	0	0	0	20,942	0	0	0
Nightwell Road Reseal	0	0	0	0	0	0	0	84,000	0	0
Sandalwood Road Reseal	0	0	0	0	139,295	497,488	9,424	0	76,930	14,456
Toompup South Road Reseal	0	0	0	0	0	0	0	0	49,840	0
Airport Road Reseal	0	0	0	0	0	0	0	0	38,964	0
Kerbing Renewal	45,000	0	0	0	0	0	0	0	0	0
Lamont Street Reseal	18,232	0	0	0	0	0	0	0	0	0
Moir Street Reseal	35,000	0	0	0	0	0	0	0	0	0
John Street Seal/Reseal	0	16,560	0	4,088	0	0	0	0	0	0
Corbett Street Reseal	0	0	9,136	0	0	0	0	0	23,360	0
Eldridge Street Reseal	0	0	11,992	4,356	0	0	4,960	0	0	0
Formby Street Reseal	0	0	0	5,624	0	0	0	0	0	0

ROADS ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund Reseals										
Carpenter St Reseal	0	0	0	0	15,768	0	0	0	0	0
House St Reseal	0	0	0	0	13,000	0	0	0	0	0
Gleeson Road Reseal	0	0	0	0	0	114,502	0	0	0	0
Windmar St Reseal	0	0	0	0	3,360	0	0	0	0	0
Yougenu Road Reseal	0	0	0	0	0	20,878	0	0	0	0
Grocock St Reseal	0	0	0	0	0	0	10,064	0	0	0
Hams St Reseal	0	0	0	0	0	0	3,848	0	0	0
McDonald St Reseal	0	0	0	0	0	0	35,520	0	0	0
Searle St Reseal	0	0	0	0	0	0	3,500	4,576	0	0
Stutley St Reseal	0	0	0	0	0	0	3,920	0	0	0
Vaux St Reseal	0	0	0	0	0	0	8,100	0	0	0
Jaekel St Reseal	0	0	0	0	0	0	0	0	36,200	0
Porteous St Reseal	0	0	0	0	0	0	0	0	8,400	0
Hughes St Reseal	0	0	0	0	0	0	0	0	0	13,600
Richardson St Seal/Reseal	0	7,820	0	0	0	0	10,838	0	0	0
Municipal Fund Gravel Sheeting										
Soldiers Road Gravel Sheet SLK 0.00-4.00	0	0	0	0	0	205,220	51,460	0	0	0
Mindarabin Road Gravel Sheet	0	0	0	0	0	0	0	117,216	293,570	0
Magitup Road Gravel Sheet	0	0	118,110	0	0	0	100,440	0	0	0
Boxwood Hill Ongerup Rd Repair Failed Section Slk 11.76-15.79	0	0	0	153,468	0	0	0	0	0	0
Chillinup Road	0	76,260	9,984	0	0	0	0	0	0	0
Hinkley Rd Gravel Sheet SLK 21.77-27.77	0	0	41,540	0	0	0	0	74,400	101,680	0
Old Ongerup Rd	0	0	57,412	0	194,370	0	0	174,220	0	53,280
Quinn St Gravel Sheet	0	0	0	0	23,520	0	0	0	0	0
Stone St	5,500	0	0	0	0	0	0	0	0	0
Salt River Road	0	0	0	0	0	0	0	186,930	0	0
Tieline Rd Resheet	152,301	122,500	0	105,000	0	0	0	0	0	0
Rabbit Proof Fence Rd	111,134	0	121,920	0	0	0	130,250	0	0	367,195
Airport Road	0	0	0	0	0	0	61,628	0	0	0
Boxwood Hill Ongerup Rd	0	0	0	0	0	0	0	131,130	364,746	0
Cowalellup Road	0	0	0	93,000	93,000	96,100	0	0	0	0
Cowcher Road	0	0	0	97,960	0	0	0	0	0	0
Pinnacle Road	0	0	0	0	171,430	0	0	0	0	0
Coromup Road Gravel Sheet	0	0	31,310	0	0	0	129,270	0	0	186,930
Nightwell Rd	0	0	0	0	0	0	0	135,923	0	0
Toompup South Gravel Resheet 200mm 4klm	0	158,100	0	111,600	0	302,870	0	91,560	0	0
Gnowellen Road	0	0	0	0	73,160	0	0	0	0	0
Martinup Road	0	0	0	0	0	0	0	0	49,600	0
Woodlands Road Gravel Sheet	0	0	0	0	0	0	0	0	8,370	0
Corackerup Road	0	77,500	0	0	105,400	0	0	0	108,500	0
Highdenup Rd Gravel Sheet	169,680	0	0	0	0	0	256,060	0	0	0
North Stirling Rd	0	114,390	98,270	0	0	0	0	0	0	242,730
Bridge Renewal Works	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
TOTAL EXPENDITURE	1,318,871	1,317,194	1,234,674	1,314,802	1,521,983	1,742,676	1,390,988	1,486,995	1,622,963	1,491,390

ROADS & BRIDGES FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Roads to Recovery Grant Funding	296,000	296,000	296,000	296,000	296,000	296,000	296,000	296,000	296,000	296,000
Regional Road Group Grant Funding	306,667	290,000	286,667	286,667	200,000	100,000	133,333	110,667	103,085	112,189
Local Road Grant Funding (Untied)	632,933	648,757	652,008	686,596	707,193	728,409	750,261	772,769	795,952	819,831
Municipal Funds	83,271	82,437	(0)	45,539	318,790	618,267	211,394	307,559	427,926	263,370
TOTAL FUNDING	1,318,871	1,317,194	1,234,674	1,314,802	1,521,983	1,742,676	1,390,988	1,486,995	1,622,963	1,491,390

CAPITAL WORKS PROGRAM – FOOTPATH INFRASTRUCTURE

FOOTPATHS ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Footpath Projects										
Footpath Construction/Renewal	0	6,000	18,000	20,000	20,000	20,000	0	0	0	0
TOTAL EXPENDITURE	0	6,000	18,000	20,000	20,000	20,000	0	0	0	0

FOOTPATHS FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund	0	6,000	18,000	20,000	20,000	20,000	0	0	0	0
TOTAL FUNDING	0	6,000	18,000	20,000	20,000	20,000	0	0	0	0

CAPITAL WORKS PROGRAM – DRAINAGE INFRASTRUCTURE

DRAINAGE ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Drainage Renewals	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TOTAL EXPENDITURE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000

DRAINAGE FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
TOTAL FUNDING	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000

CAPITAL WORKS PROGRAM – SEWERAGE INFRASTRUCTURE

SEWERAGE ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Ongerup Waste Water Ponds - Materials - Fencing	10,000	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURE	10,000	0	0	0	0	0	0	0	0	0

SEWERAGE FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund	10,000	0	0	0	0	0	0	0	0	0
TOTAL FUNDING	10,000	0	0	0	0	0	0	0	0	0

CAPITAL WORKS PROGRAM – PARKS & OVALS INFRASTRUCTURE

PARKS & OVALS ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Community Park Capital - Replace soffall	0	85,000	0	0	0	0	0	0	0	0
Community Park Capital - Replace Shade Sail Cloth x2	5,570	0	5,570	0	5,570	0	5,570	0	5,570	0
Community Park Capital - Shelter - Replace Metal Downpipes	0	0	0	0	683	0	0	0	0	0
Pioneer Park Renewals - Materials - Light Replacement	0	8,000	0	0	0	0	0	0	0	0
TOTAL EXPENDITURE	5,570	93,000	5,570	0	6,253	0	5,570	0	5,570	0
PARKS & OVALS FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund	5,570	93,000	5,570	0	6,253	0	5,570	0	5,570	0
TOTAL FUNDING	5,570	93,000	5,570	0	6,253	0	5,570	0	5,570	0

CAPITAL WORKS PROGRAM – SOLID WASTE INFRASTRUCTURE

SOLID WASTE ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Ongerup Landfill - Renewals provision	0	0	0	0	0	0	0	0	0	0
Ongerup Landfill - Rehabilitation works	0	20,000	0	20,000	0	10,000	10,000	10,000	10,000	10,000
Borden Landfill & Transfer Station Construction - Rehabilitation works	0	10,000	0	10,000	0	0	10,000	0	10,000	0
Gnp Landfill Site - Swipe Card Access System	8,000	0	0	0	0	0	0	0	0	0
Gnp Landfill Site - Rehabilitation works	0	15,000	0	15,000	0	15,000	0	15,000	0	15,000
TOTAL EXPENDITURE	8,000	45,000	0	45,000	0	25,000	20,000	25,000	20,000	25,000
SOLID WASTE FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund	8,000	45,000	0	45,000	0	25,000	20,000	25,000	20,000	25,000
TOTAL FUNDING	8,000	45,000	0	45,000	0	25,000	20,000	25,000	20,000	25,000

CAPITAL WORKS PROGRAM – OTHER INFRASTRUCTURE

OTHER INFRASTRUCTURE ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Swimming Pool Shade Structures - Additional Shade structures at pool	30,000	0	0	0	0	0	0	0	0	0
Heritage Trail Extension - Extension works to heritage trail	20,000	0	0	0	0	0	0	0	0	0
Standpipe Upgrade - Upgrade Standpipe & include card system	0	0	0	0	0	0	0	0	0	0
Gnowangerup Entry Statement - Entry Statements improvements	0	0	0	50,000	0	0	0	0	0	0
Borden Entry Statement - Entry Statements improvements	0	0	0	50,000	0	0	0	0	0	0
Ongerup Entry Statements - Entry Statements improvements	0	0	0	50,000	0	0	0	0	0	0
TOTAL EXPENDITURE	50,000	0	0	150,000	0	0	0	0	0	0
OTHER INFRASTRUCTURE FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Municipal Fund	50,000	0	0	150,000	0	0	0	0	0	0
TOTAL FUNDING	50,000	0	0	150,000	0	0	0	0	0	0

CAPITAL WORKS PROGRAM – PLANT & EQUIPMENT

PLANT & EQUIPMENT ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Health										
Doctors Vehicle - GN006	0	55,000	0	0	0	55,000	0	0	0	0
Recreation & Culture										
Mower Replacement - GN0029	0	0	0	0	0	0	0	0	28,000	0
Mower Replacement - GN0032	0	0	0	28,000	0	0	0	0	0	0
Tractor Replacement - GN0027	0	0	0	0	0	90,000	0	0	0	0
Ride on Mower Replacement - GN10718	0	0	19,000	0	0	0	0	0	0	0
Purchase Replacement Tree Saw - Replace Wilson Tree Saw	0	0	40,000	0	0	0	0	0	0	0
Transport										
Grader Replacement - GN0020	0	0	0	0	0	0	0	380,000	0	0
Grader Replacement - GN0021	0	0	0	0	380,000	0	0	0	0	0
Grader Replacement - GN0015	0	420,000	0	0	0	0	0	0	0	0
Loader Replacement - GN0040	0	0	0	0	0	0	0	0	280,000	0
Backhoe Replacement - GN0089	0	0	0	0	0	0	185,000	0	0	0
Tip Truck Replacement - GN007	0	0	0	65,000	0	0	0	0	0	0
Tip Truck Replacement - GN0014	315,000	0	0	0	0	0	0	0	0	0
Tip Truck Replacement - GN0044	315,000	0	0	0	0	0	0	0	0	0
Tip Truck Replacement - GN0038	0	0	0	0	0	52,000	0	0	0	0
Tip Truck Replacement - GN0035	0	240,000	0	0	0	65,000	0	0	0	0
Tip Truck Replacement - GN0019	0	0	0	0	0	0	0	85,000	0	0
Low Loader Replacement - GN0057	0	0	0	0	0	0	120,000	0	0	0
Side Tipper Replacement - GN17003	0	0	135,000	0	0	0	0	0	0	0
Side Tipper Replacement - GN0050	0	0	135,000	0	0	0	0	0	0	0
Dolly Replacement - GN17002	0	0	35,000	0	0	0	0	0	0	0
Dolly Replacement - GN17067	0	0	35,000	0	0	0	0	0	0	0
Multi Tyred Roller Replacement - GN0030	0	0	0	0	0	0	0	0	0	190,000
Purchase Vibrating Roller - Replacement Vibrating Roller GN.051	0	0	190,000	0	0	0	0	0	0	0
Free Roller Refurbishment	0	0	15,000	0	0	0	0	0	15,000	0
Free Roller Refurbishment	0	0	15,000	0	0	0	0	0	15,000	0
Free Roller Refurbishment	0	0	15,000	0	0	0	0	0	15,000	0
Utility Replacement - GN0010	0	45,000	0	0	0	45,000	0	0	0	45,000
Utility Replacement - GN0036	0	0	38,000	0	0	0	38,000	0	0	0
Utility Replacement - GN0051	0	0	38,000	0	0	0	38,000	0	0	0
Utility Replacement - GN003	0	37,000	0	0	0	37,000	0	0	0	0
Utility Replacement - GN0016	47,000	0	0	0	47,000	0	0	0	47,000	0
Utility Replacement - GN0048	0	0	0	36,000	0	0	0	36,000	0	0
Utility Replacement - GN0028	0	36,000	0	0	0	36,000	0	0	0	36,000
Utility Replacement - GN0046	0	36,000	0	0	0	36,000	0	0	0	36,000
Utility Replacement - GN037	0	0	0	36,000	0	0	0	36,000	0	0
Utility Replacement - GN004	0	0	0	45,000	0	0	0	45,000	0	0
Purchase Box top Trailer & Post Hole Borer GN7804 - Replace Box Top Trailer & Po	0	0	8,000	0	0	0	0	0	0	0
Purchase Sign Box Top Trailer GN.7809 - Replace Box Top Trailer GN.7809	0	0	5,000	0	0	0	0	0	0	0
Boxtop Trailer Replacement GN052	0	0	0	0	0	4,000	0	0	0	0
Spray Trailer Replacement GN7964	0	0	0	0	0	8,500	0	0	0	0
Gardens Trailer Replacement GN050	0	0	0	0	0	0	11,000	0	0	0
Emulsion Sprayer & Trailer Replacement	0	0	0	0	0	0	16,000	0	0	0

PLANT & EQUIPMENT ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Transport										
Gas Forklift Replacement	0	0	0	0	0	35,000	0	0	0	0
Skid Steer Loader	0	0	0	185,000	0	0	0	0	185,000	0
Other Property & Services										
CEO Vehicle Replacement	65,000	0	65,000	0	65,000	0	65,000	0	65,000	0
DCEO Vehicle Replacement	55,000	0	0	0	55,000	0	0	0	55,000	0
CSO Vehicle - Replace Vehicle GN.002	0	0	0	20,000	0	0	0	20,000	0	0
TOTAL EXPENDITURE	797,000	869,000	788,000	415,000	547,000	463,500	473,000	602,000	705,000	307,000

PLANT & EQUIPMENT FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Proceeds from Sale of Plant	282,000	342,000	200,500	206,000	142,000	202,500	131,000	196,000	252,000	138,000
Plant Reserve Fund Transfers	350,000	256,000	0	0	172,000	101,500	0	0	150,000	0
Municipal Funds	165,000	271,000	587,500	209,000	233,000	159,500	342,000	406,000	303,000	169,000
TOTAL FUNDING	797,000	869,000	788,000	415,000	547,000	463,500	473,000	602,000	705,000	307,000

CAPITAL WORKS PROGRAM – LAND & BUILDINGS

LAND AND BUILDINGS ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Law, Order & Public Safety										
Gnp Fire Station Capital - Shed - Replace Fluoro Light Fittings	0	0	0	0	0	1,324	0	0	0	0
Gnp Fire Station Capital - Replace Incandescent Fittings	0	0	0	0	0	0	124	0	0	0
Gnp Fire Station Capital - Replace Security Lighting	0	0	0	0	650	0	0	0	0	0
Gnp Fire Station Capital - Replace Colorbond Roof	0	0	0	0	0	0	0	5,520	0	0
SES Headquarters - Asset Management Renewals	0	0	0	0	0	0	0	3,410	0	0
SES Shed Capital - Kit Room - Replace Carpet	0	0	1,020	0	0	0	0	0	0	0
SES Shed Capital - Office - Replace Carpet	0	0	1,020	0	0	0	0	0	0	0
Health										
25 McDonald St Building Capital Expenses - Asset Management Renewals	0	0	5,278	0	12,820	8,220	8,664	0	0	0
Education & Welfare										
Family Centre Building Capital - Buildings.Plus Asset Management Renewals	841	0	10,946	0	0	9,603	2,554	0	0	0
Housing										
20 McDonald St Renewals - Asset Management Renewals - Buildings.plus	0	3,950	0	0	350	350	2,232	0	0	0
Lot 191 Corbett St Residence Capital - Asset Management Renewals - Buildings.pl	0	0	0	0	0	1,900	0	0	0	0
Lot 61 Corbett St Residence Capital - Asset Management Renewals - Buildings.plu	0	0	0	0	0	1,900	0	0	0	0
4 Grocock Street Renewals - Asset Management Renewals - Buildings.plus	25,000	25,000	0	0	0	0	0	0	0	0
Community Amenities										
Yongergnow Centre Capital - Asset Management Renewals - Buildings.plus	0	0	4,480	0	350	6,090	14,328	0	0	0
Gnp Public Toilets - Asset Management Renewals	0	0	331	0	0	0	0	0	4,512	0
Recreation & Culture										
Swimming Pool Capital Expenditure - Additional shade structures	0	0	0	0	0	0	0	0	10,000	0
Swimming Pool Capital Expenditure - Replacement of pumps and piping	0	0	0	0	0	0	0	0	80,000	0
Gnp Town Hall Capital - Buildings.Plus Asset Mgmt Renewals	100	0	777	0	2,160	5,541	2,765	124	1,664	0
Ongerup Town Hall Renewals - Buildings.Plus Asset Mgmt Renewals	0	2,030	11,701	0	0	22,634	720	0	0	0
Gnp Lesser Hall Capital - Buildings.Plus Asset Mgmt Renewals	0	0	1,600	0	0	1,900	0	0	0	0
Old Ambulance Building Capital - Buildings.Plus Asset Mgmt Renewals	0	1,293	331	0	9,336	25,195	0	0	19,605	0

LAND AND BUILDINGS ITEM DESCRIPTION	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Recreation & Culture										
Gnowangerup Bowling Club Capital - Buildings.Plus Asset Mgmt Renewals	1,740	1,050	0	21,597	12,347	34,435	5,311	17,424	3,392	0
Gnowangerup Sporting Complex - Buildings.Plus Asset Mgmt Renewals	0	238	1,600	0	4,904	22,673	18,436	0	0	0
Gnowangerup Sporting Complex - Replace Flooring damaged by water	0	0	0	0	0	0	0	0	25,000	0
Gnowangerup Sporting Complex - Refinish floor include sanding	0	0	0	0	0	0	0	0	25,000	0
Borden Bowling Club - Buildings.Plus Asset Mgmt Renewals	0	3,465	0	7,000	2,245	0	8,975	10,200	7,810	0
Ongerup Community Centre Capital - Buildings.Plus Asset Mgmt Renewals	0	11,000	0	0	2,109	4,156	19,750	0	0	0
Ongerup Bowling Clubhouse Capital - Buildings.Plus Asset Mgmt Renewals	777	9,408	0	0	492	3,848	7,455	0	0	0
Ongerup Bowling Club Storage Shed Capital - Buildings.Plus Asset Mgmt Renewal	331	0	0	0	0	870	7,455	0	6,595	0
Ongerup Sports Pavilion Capital - Buildings.Plus Asset Mgmt Renewals	0	11,400	736	0	2,268	18,522	720	5,040	2,310	0
Ongerup CWA Building Capital - Buildings.Plus Asset Mgmt Renewals	592	0	5,080	0	0	1,531	0	0	0	0
Ongerup Museum Capital - Buildings.Plus Asset Mgmt Renewals	0	0	0	0	0	331	2,232	0	0	0
Ongerup Railway Barracks Capital - Buildings.Plus Asset Mgmt Renewals	0	0	740	0	744	331	0	0	0	0
Ongerup Museum Steel Shed Capital - Buildings.Plus Asset Mgmt Renewals	0	305	0	0	0	0	372	0	0	0
Ongerup Wildflower Display Building Capital - Buildings.Plus Asset Mgmt Renewals	0	0	0	0	2,704	3,972	47,384	0	20,625	0
Gnp Historic Centre Capital - Buildings.Plus Asset Mgmt Renewals	2,128	0	444	0	0	4,590	620	0	8,406	0
Old Gnowangerup Police Station Capital - Buildings.Plus Asset Mgmt Renewals	0	0	0	0	0	0	0	0	0	0
Wirrina House & Ramp Capital - Buildings.Plus Asset Mgmt Renewals	0	0	0	0	0	4,090	2,343	0	0	0
Gnowangerup Star Building Capital - Renewal works to Building	0	50,000	0	150,000	0	0	0	0	0	0
Transport										
Gnowangerup Works Depot Capital - Asset Management Renewal	0	0	13,190	0	11,474	4,500	4,900	31,724	225	0
Ongerup Works Depot Capital - Buildings.Plus Asset Mgmt Renewals	2,720	2,879	3,558	0	5,184	1,887	13,507	0	0	0
Other Property & Services										
2 Cecil Street Residence Capital - Asset Management Renewals	736	350	2,160	0	8,812	3,145	3,092	0	282	0
9 Yougenup Road Residence Capital - Asset Management Renewals	1,320	682	0	30,265	868	3,431	5,262	0	4,301	0
Administration Centre Building Capital - Asset Management Renewals	0	0	4,345	0	350	12,261	1,860	992	0	0
TOTAL EXPENDITURE	36,285	123,050	69,337	208,862	80,167	209,230	181,061	74,434	219,727	0

LAND & BUILDINGS FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Council Municipal Funds	36,285	123,050	69,337	208,862	80,167	209,230	181,061	74,434	219,727	0
TOTAL FUNDING	36,285	123,050	69,337	208,862	80,167	209,230	181,061	74,434	219,727	0

CAPITAL WORKS PROGRAM – FURNITURE & EQUIPMENT

FURNITURE & EQUIPMENT ITEM DESCRIPTION	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Health	0									
Doctor Surgery - Computer & Software	0	0	0	15,000	0	0	0	0	15,000	0
Recreation & Culture										
Swimming Pool - Computer & Printer	3,000	0	0	0	0	0	0	0	0	0
Other Property & Services										
IT Server & Software	10,000	45,000	0	0	0	0	45,000	0	0	0
TOTAL EXPENDITURE	13,000	45,000	0	15,000	0	0	45,000	0	15,000	0
FURNITURE & EQUIPMENT FUNDING SOURCES	PROPOSED REVENUE									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Reserve Funds	0	0	0	0		0	0	0	0	0
Council Funds	13,000	45,000	0	15,000	0	0	45,000	0	15,000	0
TOTAL FUNDING	13,000	45,000	0	15,000	0	0	45,000	0	15,000	0

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APPENDIX 3
BASE CASE SCENARIO MODEL
CASH RESERVES

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LEAVE RESERVE

Purpose - To be used to fund annual and long service leave requirements.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	85,230	86,935	88,673	90,890	93,617	96,425	99,318	102,298	105,367	108,528
Transfer from Accumulated Surplus										
- Interest Earned	1,705	1,739	2,217	2,727	2,809	2,893	2,980	3,069	3,161	3,256
- Other Transfers	0	0	0	0	0	0	0	0	0	0
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	86,935	88,673	90,890	93,617	96,425	99,318	102,298	105,367	108,528	111,783

PLANT REPLACEMENT RESERVE

Purpose - To be used to fund the purchase of major items of plant.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	696,284	460,210	313,414	421,249	713,887	663,303	681,702	902,153	1,179,218	1,164,595
Transfer from Accumulated Surplus										
- Interest Earned	13,926	9,204	7,835	12,637	21,417	19,899	20,451	27,065	35,377	34,938
- Other Transfers	100,000	100,000	100,000	280,000	100,000	100,000	200,000	250,000	100,000	300,000
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	(350,000)	(256,000)	0	0	(172,000)	(101,500)	0	0	(150,000)	0
CLOSING BALANCE	460,210	313,414	421,249	713,887	663,303	681,702	902,153	1,179,218	1,164,595	1,499,532

LAND DEVELOPMENT AND BUILDING MAINTENANCE RESERVE

Purpose - To be used to fund the purchase of land and buildings and building renewals.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	18,477	18,847	19,223	19,704	20,295	20,904	21,531	22,177	172,842	178,028
Transfer from Accumulated Surplus										
- Interest Earned	370	377	481	591	609	627	646	665	5,185	5,341
- Other Transfers	0	0	0	0	0	0	0	150,000	0	0
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	18,847	19,223	19,704	20,295	20,904	21,531	22,177	172,842	178,028	183,369

ONGERUP EFFLUENT RESERVE

Purpose - To be used for the maintenance and renewal of the Ongerup Effluent System.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	65,370	76,677	88,211	100,416	113,429	126,832	140,637	154,856	169,501	184,586
Transfer from Accumulated Surplus										
- Interest Earned	1,307	1,534	2,205	3,012	3,403	3,805	4,219	4,646	5,085	5,538
- Other Transfers	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	76,677	88,211	100,416	113,429	126,832	140,637	154,856	169,501	184,586	190,124

AREA PROMOTION RESERVE

Purpose - to be used for the promotion of the Shire of Gnowangerup.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	30,019	5,619	5,732	5,875	6,051	6,233	6,420	6,612	6,811	7,015
Transfer from Accumulated Surplus										
- Interest Earned	600	112	143	176	182	187	193	198	204	210
- Other Transfers	0	0	0	0	0	0	0	0	0	0
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	(25,000)	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	5,619	5,732	5,875	6,051	6,233	6,420	6,612	6,811	7,015	7,226

SWIMMING POOL UPGRADE RESERVE

Purpose - To be used to assist with the upgrade of the Gnowangerup Swimming Pool.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	208,260	238,425	299,194	362,674	429,554	498,440	569,394	642,475	717,750	795,282
Transfer from Accumulated Surplus										
- Interest Earned	4,165	4,769	7,480	10,880	12,887	14,953	17,082	19,274	21,532	23,858
- Other Transfers	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	(30,000)	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	238,425	299,194	362,674	429,554	498,440	569,394	642,475	717,750	795,282	875,141

COMPUTER REPLACEMENT RESERVE

Purpose - To be used to fund the maintenance and replacement of the administration computer system.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	7,925	8,084	8,245	8,451	8,705	8,966	9,235	9,512	9,797	10,091
Transfer from Accumulated Surplus										
- Interest Earned	159	162	206	254	261	269	277	285	294	303
- Other Transfers	0	0	0	0	0	0	0	0	0	0
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	8,084	8,245	8,451	8,705	8,966	9,235	9,512	9,797	10,091	10,394

WASTE DISPOSAL RESERVE

Purpose - To be used to fund waste disposal in the Shire, including rehabilitation, transfer stations and post closure of sites.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	243,580	248,452	253,421	259,756	267,549	275,575	283,843	292,358	301,129	310,162
Transfer from Accumulated Surplus										
- Interest Earned	4,872	4,969	6,336	7,793	8,026	8,267	8,515	8,771	9,034	9,305
- Other Transfers	0	0	0	0	0	0	0	0	0	0
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	248,452	253,421	259,756	267,549	275,575	283,843	292,358	301,129	310,162	319,467

FUTURES FUND RESERVE

Purpose - To be used for contributions towards major externally grant funded projects and programs within the Shire of Gnowangerup.

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	16,133	16,456	16,785	17,204	17,721	18,252	18,800	214,364	320,795	330,418
Transfer from Accumulated Surplus										
- Interest Earned	323	329	420	516	532	548	564	6,431	9,624	9,913
- Other Transfers	0	0	0	0	0	0	195,000	100,000	0	200,000
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	16,456	16,785	17,204	17,721	18,252	18,800	214,364	320,795	330,418	540,331

GNOWANGERUP LIQUID WASTE FACILITY RESERVE

Purpose - To be used for the maintenance and improvement of the Gnowangerup Liquid Waste Facility

	PROPOSED ESTIMATES									
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Opening Balance	31,229	41,354	51,681	62,473	73,847	85,562	97,629	110,058	122,860	136,046
Transfer from Accumulated Surplus										
- Interest Earned	625	827	1,292	1,874	2,215	2,567	2,929	3,302	3,686	4,081
- Other Transfers	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Less Transfer to Accumulated Surplus										
-Transfer to Municipal Fund	0	0	0	0	0	0	0	0	0	0
CLOSING BALANCE	41,354	51,681	62,473	73,847	85,562	97,629	110,058	122,860	136,046	149,627
 TOTAL RESERVES	 1,201,057	 1,144,578	 1,348,693	 1,744,654	 1,800,493	 1,928,508	 2,456,863	 3,106,069	 3,224,751	 3,886,994

APPENDIX 4
BASE CASE SCENARIO MODEL
LOAN REPAYMENT SCHEDULES

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2019-20		PRINCIPAL	NEW LOANS	INTEREST	PRINCIPAL	CLOSING
LOAN DESCRIPTION	LOAN No.	01.07.19	2019-20	REPAYMENT	REPAYMENT	BALANCE
Housing						
GROH Housing	277	262,956	0	15,233	84,035	178,921
Staff & Aged Housing	280	367,500	0	14,398	30,553	336,947
Recreation & Culture						
Gnp Community Centre	273	144,870	0	8,693	17,115	127,755
Gnp Sporting Complex	275	61,777	0	2,310	19,770	42,007
Borden Pavilion	276	27,457	0	1,373	8,787	18,670
Borden Pavilion	278	73,140	0	3,668	17,138	56,002
Gnp Synthetic Surface	279	179,649	0	7,424	16,786	162,863
		1,117,349	0	53,099	194,184	923,165

2020-21		PRINCIPAL	NEW LOANS	INTEREST	PRINCIPAL	CLOSING
LOAN DESCRIPTION	LOAN No.	01.07.20	2020-21	REPAYMENT	REPAYMENT	BALANCE
Housing						
GROH Housing	277	178,921	0	11,882	87,602	91,319
Staff & Aged Housing	280	336,947	0	13,163	31,787	305,160
Recreation & Culture						
Gnp Community Centre	273	127,755	0	7,619	18,189	109,566
Gnp Sporting Complex	275	42,007	0	1,499	20,582	21,425
Borden Pavilion	276	18,670	0	1,026	9,147	9,523
Borden Pavilion	278	56,002	0	2,956	17,880	38,122
Gnp Synthetic Surface	279	162,863	0	6,706	17,503	145,360
		923,165	0	44,851	202,690	720,475

2021-22 LOAN DESCRIPTION	LOAN No.	PRINCIPAL 01.07.21	NEW LOANS 2021-22	INTEREST REPAYMENT	PRINCIPAL REPAYMENT	CLOSING BALANCE
Housing						
GROH Housing	277	91,319	0	8,387	91,320	0
Staff & Aged Housing	280	305,160	0	11,879	33,071	272,089
Recreation & Culture						
Gnp Community Centre	273	109,566	0	6,477	19,330	90,236
Gnp Sporting Complex	275	21,425	0	655	21,425	0
Borden Pavilion	276	9,523	0	666	9,523	0
Borden Pavilion	278	38,122	0	2,213	18,656	19,466
Gnp Synthetic Surface	279	145,360	0	5,958	18,252	127,108
		720,475	0	36,235	211,577	508,899

2022-23 LOAN DESCRIPTION	LOAN No.	PRINCIPAL 01.07.22	NEW LOANS 2022-23	INTEREST REPAYMENT	PRINCIPAL REPAYMENT	CLOSING BALANCE
Housing						
GROH Housing	277	0	0	0	0	0
Staff & Aged Housing	280	272,089	0	15,288	34,407	237,682
Recreation & Culture						
Gnp Community Centre	273	90,236	0	5,555	20,543	69,693
Gnp Sporting Complex	275	0	0	0	0	0
Borden Pavilion	276	0	0	0	0	0
Borden Pavilion	278	19,466	0	1,437	19,466	0
Gnp Synthetic Surface	279	127,108	0	5,178	19,032	108,076
		508,899	0	27,458	93,448	415,451

2023-24		PRINCIPAL	NEW LOANS	INTEREST	PRINCIPAL	CLOSING
LOAN DESCRIPTION	LOAN No.	01.07.23	2023-24	REPAYMENT	REPAYMENT	BALANCE
Housing						
GROH Housing	277	0	0	0	0	0
Staff & Aged Housing	280	237,682	0	10,596	35,798	201,884
Recreation & Culture						
Gnp Community Centre	273	69,693	0	3,975	21,832	47,861
Gnp Sporting Complex	275	0	0	0	0	0
Borden Pavilion	276	0	0	0	0	0
Borden Pavilion	278	0	0	0	0	0
Gnp Synthetic Surface	279	108,076	0	4,992	19,846	88,230
		415,451	0	19,563	77,476	337,975

2024-25		PRINCIPAL	NEW LOANS	INTEREST	PRINCIPAL	CLOSING
LOAN DESCRIPTION	LOAN No.	01.07.24	2024-25	REPAYMENT	REPAYMENT	BALANCE
Housing						
GROH Housing	277	0	0	0	0	0
Staff & Aged Housing	280	201,884	0	7,707	37,244	164,640
Recreation & Culture						
Gnp Community Centre	273	47,861	0	2,605	23,202	24,659
Gnp Sporting Complex	275	0	0	0	0	0
Borden Pavilion	276	0	0	0	0	0
Borden Pavilion	278	0	0	0	0	0
Gnp Synthetic Surface	279	88,230	0	3,516	20,694	67,536
		337,975	0	13,828	81,140	256,835

2025-26 LOAN DESCRIPTION	LOAN No.	PRINCIPAL 01.07.25	NEW LOANS 2025-26	INTEREST REPAYMENT	PRINCIPAL REPAYMENT	CLOSING BALANCE
Housing						
GROH Housing	277	0	0	0	0	0
Staff & Aged Housing	280	164,640	0	6,202	38,748	125,892
Recreation & Culture						
Gnp Community Centre	273	24,659	0	1,149	24,658	0
Gnp Sporting Complex	275	0	0	0	0	0
Borden Pavilion	276	0	0	0	0	0
Borden Pavilion	278	0	0	0	0	0
Gnp Synthetic Surface	279	67,536	0	2,631	21,578	45,958
		256,835	0	9,982	84,984	171,850

2026-27 LOAN DESCRIPTION	LOAN No.	PRINCIPAL 01.07.26	NEW LOANS 2026-27	INTEREST REPAYMENT	PRINCIPAL REPAYMENT	CLOSING BALANCE
Housing						
Staff & Aged Housing	280	125,892	0	4,637	40,314	85,578
Recreation & Culture						
Gnp Community Centre	273	0	0	0	0	0
Borden Pavilion	278	0	0	0	0	0
Gnp Synthetic Surface	279	45,958	0	1,709	22,501	23,457
		171,850	0	6,346	62,815	109,035

2027-28		PRINCIPAL	NEW LOANS	INTEREST	PRINCIPAL	CLOSING
LOAN DESCRIPTION	LOAN No.	01.07.27	2027-28	REPAYMENT	REPAYMENT	BALANCE
Housing						
Staff & Aged Housing	280	85,578	0	3,008	41,942	43,636
Recreation & Culture						
Gnp Community Centre	273	0	0	0	0	0
Gnp Synthetic Surface	279	23,457	0	747	23,457	0
		109,035	0	3,755	65,399	43,636

2028-29		PRINCIPAL	NEW LOANS	INTEREST	PRINCIPAL	CLOSING
LOAN DESCRIPTION	LOAN No.	01.07.28	2028-29	REPAYMENT	REPAYMENT	BALANCE
Housing						
Staff & Aged Housing	280	43,636	0	1,313	43,196	440
Recreation & Culture						
Gnp Community Centre	273	0	0	0	0	0
Gnp Synthetic Surface	279	0	0	0	0	0
		43,636	0	1,313	43,196	440

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APPENDIX 5
BASE CASE SCENARIO MODEL
DEPRECIATION SCHEDULES

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**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2019-20**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	27,469,869	112,565	4,660,878	543,064	77,397,806	758,301	3,745,686	6,798,577	3,457,811	275,636	76,992	126,580,373
Assets Acquired during the year	0	36,285	13,000	797,000	50,000	1,318,871	0	5,000	5,570	0	10,000	8,000	2,243,726
Assets Disposed during the year	0	0	0	(282,000)	0	0	0	0	0	0	0	0	(282,000)
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	27,506,154	125,565	5,175,878	593,064	78,716,677	758,301	3,750,686	6,804,147	3,457,811	285,636	84,992	128,542,099
Depreciation at the beginning of the year	0	(1,442,297)	(42,717)	(1,077,383)	(3,560)	(2,338,443)	(19,488)	(128,979)	(507,889)	(352,972)	(50,523)	(16,532)	(5,980,783)
Depreciation Expense Raised	0	(550,123)	(15,341)	(386,704)	(11,861)	(1,202,558)	(9,721)	(64,153)	(252,202)	(174,911)	(31,693)	(9,043)	(2,708,312)
Depreciation Expense Written Back on Disposals	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(1,992,420)	(58,058)	(1,464,087)	(15,421)	(3,541,001)	(29,209)	(193,132)	(760,091)	(527,883)	(82,216)	(25,575)	(8,689,095)
Net Asset Values at the end of the year	1,283,188	25,513,734	67,507	3,711,791	577,643	75,175,676	729,092	3,557,554	6,044,056	2,929,928	203,420	59,417	119,853,004

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2020-21**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	27,506,154	125,565	5,175,878	593,064	78,716,677	758,301	3,750,686	6,804,147	3,457,811	285,636	84,992	128,542,099
Assets Acquired during the year	0	123,050	45,000	869,000	0	1,317,194	6,000	5,000	93,000	0	0	45,000	2,503,244
Assets Disposed during the year	0	0	0	(342,000)	0	0	0	0	0	0	0	0	(342,000)
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	27,629,204	170,565	5,702,878	593,064	80,033,871	764,301	3,755,686	6,897,147	3,457,811	285,636	129,992	130,703,343
Depreciation at the beginning of the year	0	(1,992,420)	(58,058)	(1,464,087)	(15,421)	(3,541,001)	(29,209)	(193,132)	(760,091)	(527,883)	(82,216)	(25,575)	(8,689,095)
Depreciation Expense Raised	0	(552,584)	(20,839)	(426,078)	(11,861)	(1,222,681)	(9,798)	(64,239)	(255,649)	(174,911)	(31,693)	(13,831)	(2,784,165)
Depreciation Expense Written Back on Disposals	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(2,545,004)	(78,898)	(1,890,165)	(27,283)	(4,763,681)	(39,007)	(257,371)	(1,015,740)	(702,794)	(113,910)	(39,406)	(11,473,260)
Net Asset Values at the end of the year	1,283,188	25,084,200	91,667	3,812,713	565,781	75,270,190	725,294	3,498,315	5,881,407	2,755,017	171,726	90,586	119,230,083

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2021-22**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	27,629,204	170,565	5,702,878	593,064	80,033,871	764,301	3,755,686	6,897,147	3,457,811	285,636	129,992	130,703,343
Assets Acquired during the year	0	69,337	0	788,000	0	1,234,674	18,000	5,000	5,570	0	0	0	2,120,581
Assets Disposed during the year	0	0	0	(200,500)	0	0	0	0	0	0	0	0	(200,500)
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	27,698,541	170,565	6,290,378	593,064	81,268,545	782,301	3,760,686	6,902,717	3,457,811	285,636	129,992	132,623,424
Depreciation at the beginning of the year	0	(2,545,004)	(78,898)	(1,890,165)	(27,283)	(4,763,681)	(39,007)	(257,371)	(1,015,740)	(702,794)	(113,910)	(39,406)	(11,473,260)
Depreciation Expense Raised	0	(553,971)	(20,839)	(469,971)	(11,861)	(1,241,543)	(10,029)	(64,325)	(255,856)	(174,911)	(31,693)	(13,831)	(2,848,830)
Depreciation Expense Written Back on Disposals	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(3,098,975)	(99,737)	(2,360,136)	(39,144)	(6,005,224)	(49,036)	(321,696)	(1,271,596)	(877,705)	(145,603)	(53,238)	(14,322,090)
Net Asset Values at the end of the year	1,283,188	24,599,566	70,828	3,930,242	553,920	75,263,321	733,265	3,438,990	5,631,121	2,580,106	140,033	76,754	118,301,334

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2022-23**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	27,698,541	170,565	6,290,378	593,064	81,268,545	782,301	3,760,686	6,902,717	3,457,811	285,636	129,992	132,623,424
Assets Acquired during the year	0	208,862	15,000	415,000	150,000	1,314,802	20,000	5,000	0	0	0	45,000	2,173,664
Assets Disposed during the year	0	0	0	(206,000)	0	0	0	0	0	0	0	0	(206,000)
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	27,907,403	185,565	6,499,378	743,064	82,583,347	802,301	3,765,686	6,902,717	3,457,811	285,636	174,992	134,591,088
Depreciation at the beginning of the year	0	(3,098,975)	(99,737)	(2,360,136)	(39,144)	(6,005,224)	(49,036)	(321,696)	(1,271,596)	(877,705)	(145,603)	(53,238)	(14,322,090)
Depreciation Expense Raised	0	(558,148)	(22,672)	(485,586)	(14,861)	(1,261,629)	(10,285)	(64,410)	(255,856)	(174,911)	(31,693)	(18,619)	(2,898,671)
Depreciation Expense Written Back on Disposals	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(3,657,123)	(122,409)	(2,845,723)	(54,005)	(7,266,853)	(59,321)	(386,106)	(1,527,452)	(1,052,616)	(177,297)	(71,857)	(17,220,761)
Net Asset Values at the end of the year	1,283,188	24,250,280	63,156	3,653,655	689,059	75,316,494	742,980	3,379,580	5,375,265	2,405,195	108,339	103,135	117,370,327

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2023-24**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	27,907,403	185,565	6,499,378	743,064	82,583,347	802,301	3,765,686	6,902,717	3,457,811	285,636	174,992	134,591,088
Assets Acquired during the year	0	80,167	0	547,000	0	1,521,983	20,000	5,000	6,253	0	0	0	2,180,403
Assets Disposed during the year	0		0	(142,000)	0	0	0	0	0	0	0	0	(142,000)
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	27,987,570	185,565	6,904,378	743,064	84,105,330	822,301	3,770,686	6,908,970	3,457,811	285,636	174,992	136,629,491
Depreciation at the beginning of the year	0	(3,657,123)	(122,409)	(2,845,723)	(54,005)	(7,266,853)	(59,321)	(386,106)	(1,527,452)	(1,052,616)	(177,297)	(71,857)	(17,220,761)
Depreciation Expense Raised	0	(559,751)	(22,672)	(515,845)	(14,861)	(1,284,880)	(10,542)	(64,496)	(256,087)	(174,911)	(31,693)	(18,619)	(2,954,358)
Depreciation Expense Written Back on Disposals	0		0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(4,216,874)	(145,081)	(3,361,568)	(68,866)	(8,551,733)	(69,863)	(450,602)	(1,783,539)	(1,227,527)	(208,990)	(90,476)	(20,175,119)
Net Asset Values at the end of the year	1,283,188	23,770,696	40,484	3,542,810	674,198	75,553,597	752,438	3,320,084	5,125,431	2,230,284	76,646	84,516	116,454,372

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2024-25**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	27,987,570	185,565	6,904,378	743,064	84,105,330	822,301	3,770,686	6,908,970	3,457,811	285,636	174,992	136,629,491
Assets Acquired during the year	0	209,230	0	463,500	0	1,742,676	20,000	5,000	0	0	0	25,000	2,465,406
Assets Disposed during the year	0		0	(202,500)	0	0	0	0	0	0	0	0	(202,500)
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	28,196,800	185,565	7,165,378	743,064	85,848,006	842,301	3,775,686	6,908,970	3,457,811	285,636	199,992	138,892,397
Depreciation at the beginning of the year	0	(4,216,874)	(145,081)	(3,361,568)	(68,866)	(8,551,733)	(69,863)	(450,602)	(1,783,539)	(1,227,527)	(208,990)	(90,476)	(20,175,119)
Depreciation Expense Raised	0	(563,936)	(22,672)	(535,345)	(14,861)	(1,311,503)	(10,798)	(64,581)	(256,087)	(174,911)	(31,693)	(21,279)	(3,007,668)
Depreciation Expense Written Back on Disposals	0		0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(4,780,810)	(167,753)	(3,896,913)	(83,728)	(9,863,237)	(80,661)	(515,183)	(2,039,626)	(1,402,438)	(240,684)	(111,755)	(23,182,787)
Net Asset Values at the end of the year	1,283,188	23,415,990	17,812	3,268,465	659,336	75,984,769	761,640	3,260,503	4,869,344	2,055,373	44,952	88,237	115,709,610

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2025-26**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	28,196,800	185,565	7,165,378	743,064	85,848,006	842,301	3,775,686	6,908,970	3,457,811	285,636	199,992	138,892,397
Assets Acquired during the year	0	181,061	45,000	473,000	0	1,390,988	0	5,000	5,570	0	0	20,000	2,120,619
Assets Disposed during the year	0		0	(131,000)	0	0	0	0	0	0	0	0	(131,000)
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	28,377,861	230,565	7,507,378	743,064	87,238,994	842,301	3,780,686	6,914,540	3,457,811	285,636	219,992	140,882,016
Depreciation at the beginning of the year	0	(4,780,810)	(167,753)	(3,896,913)	(83,728)	(9,863,237)	(80,661)	(515,183)	(2,039,626)	(1,402,438)	(240,684)	(111,755)	(23,182,787)
Depreciation Expense Raised	0	(567,557)	(28,170)	(560,897)	(14,861)	(1,332,754)	(10,798)	(64,667)	(256,294)	(174,911)	(31,693)	(23,407)	(3,066,009)
Depreciation Expense Written Back on Disposals	0		0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(5,348,368)	(195,923)	(4,457,810)	(98,589)	(11,195,990)	(91,458)	(579,849)	(2,295,920)	(1,577,349)	(272,377)	(135,163)	(26,248,796)
Net Asset Values at the end of the year	1,283,188	23,029,493	34,642	3,049,568	644,475	76,043,004	750,843	3,200,837	4,618,620	1,880,462	13,259	84,829	114,633,220

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2026-27**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	28,377,861	230,565	7,507,378	743,064	87,238,994	842,301	3,780,686	6,914,540	3,457,811	285,636	219,992	140,882,016
Assets Acquired during the year	0	74,434	0	602,000	0	1,486,995	0	5,000	0	0	0	25,000	2,193,429
Assets Disposed during the year	0		0	(196,000)	0	0	0	0	0	0	0	0	(196,000)
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	28,452,295	230,565	7,913,378	743,064	88,725,989	842,301	3,785,686	6,914,540	3,457,811	285,636	244,992	142,879,445
Depreciation at the beginning of the year	0	(5,348,368)	(195,923)	(4,457,810)	(98,589)	(11,195,990)	(91,458)	(579,849)	(2,295,920)	(1,577,349)	(272,377)	(135,163)	(26,248,796)
Depreciation Expense Raised	0	(569,046)	(28,170)	(591,230)	(14,861)	(1,355,470)	(10,798)	(64,752)	(256,294)	(174,911)	(13,259)	(26,067)	(3,104,859)
Depreciation Expense Written Back on Disposals	0		0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0		0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(5,917,414)	(224,093)	(5,049,040)	(113,450)	(12,551,461)	(102,256)	(644,601)	(2,552,214)	(1,752,260)	(285,636)	(161,230)	(29,353,655)
Net Asset Values at the end of the year	1,283,188	22,534,881	6,472	2,864,338	629,614	76,174,528	740,045	3,141,085	4,362,326	1,705,551	0	83,762	113,525,790

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2027-28**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	28,452,295	230,565	7,913,378	743,064	88,725,989	842,301	3,785,686	6,914,540	3,457,811	285,636	244,992	142,879,445
Assets Acquired during the year	0	219,727	15,000	705,000	0	1,622,963	0	5,000	5,570	0	0	20,000	2,593,260
Assets Disposed during the year	0	0	0	(252,000)	0	0	0	0	0	0	0	0	(252,000)
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	28,672,022	245,565	8,366,378	743,064	90,348,952	842,301	3,790,686	6,920,110	3,457,811	285,636	264,992	145,220,705
Depreciation at the beginning of the year	0	(5,917,414)	(224,093)	(5,049,040)	(113,450)	(12,551,461)	(102,256)	(644,601)	(2,552,214)	(1,752,260)	(285,636)	(161,230)	(29,353,655)
Depreciation Expense Raised	0	(573,440)	(21,472)	(625,075)	(14,861)	(1,380,264)	(10,798)	(64,838)	(256,500)	(174,911)	0	(28,195)	(3,150,355)
Depreciation Expense Written Back on Disposals	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(6,490,854)	(245,565)	(5,674,115)	(128,312)	(13,931,725)	(113,054)	(709,439)	(2,808,714)	(1,927,171)	(285,636)	(189,425)	(32,504,011)
Net Asset Values at the end of the year	1,283,188	22,181,168	0	2,692,263	614,752	76,417,227	729,247	3,081,247	4,111,396	1,530,640	0	75,567	112,716,694

**SHIRE OF GNOWANGERUP
DEPRECIATION SCHEDULE
2028-29**

Program	Land	Buildings	Furniture and Equip.	Plant and Equip.	Other	Roads	Footpaths	Drainage	Parks & Ovals	Airports	Sewer	Solid Waste	Total
	\$		\$	\$		\$	\$	\$				\$	\$
Asset Balance at the beginning of the year	1,283,188	28,672,022	245,565	8,366,378	743,064	90,348,952	842,301	3,790,686	6,920,110	3,457,811	285,636	264,992	145,220,705
Assets Acquired during the year	0	0	0	307,000	0	1,491,390	0	5,000	0	200,000	0	25,000	2,028,390
Assets Disposed during the year	0	0	0	(138,000)	0	0	0	0	0	0	0	0	(138,000)
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Asset Balance at the end of the year	1,283,188	28,672,022	245,565	8,535,378	743,064	91,840,342	842,301	3,795,686	6,920,110	3,657,811	285,636	289,992	147,111,095
Depreciation at the beginning of the year	0	(6,490,854)	(245,565)	(5,674,115)	(128,312)	(13,931,725)	(113,054)	(709,439)	(2,808,714)	(1,927,171)	(285,636)	(189,425)	(32,504,011)
Depreciation Expense Raised	0	(573,440)	0	(637,702)	(14,861)	(1,403,048)	(10,798)	(64,923)	(256,500)	(185,028)	0	(30,855)	(3,177,156)
Depreciation Expense Written Back on Disposals	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation Increments/(decrements)	0	0	0	0	0	0	0	0	0	0	0	0	0
Depreciation at the end of Year	0	(7,064,294)	(245,565)	(6,311,816)	(143,173)	(15,334,774)	(123,852)	(774,362)	(3,065,215)	(2,112,199)	(285,636)	(220,281)	(35,681,167)
Net Asset Values at the end of the year	1,283,188	21,607,728	0	2,223,562	599,891	76,505,568	718,449	3,021,324	3,854,895	1,545,612	0	69,711	111,429,928

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12.3 APPOINTMENT OF COMPLAINTS OFFICER – COMPLAINTS AGAINST ELECTED MEMBERS

Location: N/A
Proponent: N/A
File Ref: ADM0025
Date of Report: 20th May 2019
Business Unit: Strategy and Governance
Officer: S. Pike – Chief Executive Officer
Disclosure of Interest: Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

For Council to appoint a Complaints Officer, pursuant to s 5.120 of the *Local Government Act 1995* (the Act), to manage the process relating to complaints about misconduct by individual elected members with respect to the *Local Government (Rules of Conduct) Regulations 2007* and the local government's local laws.

BACKGROUND

One of the recommendations from the Shire's 2018 *Local Government (Audit) Regulation 17* Review was that the CEO consider implementing a procedure that details the process of handling complaints about elected members under the Official Conduct Rules.

Any person may make a formal complaint about an elected member to the Complaints Officer for a breach of the *Local Government (Rules of Conduct) Regulations 2007* or a local government local law.

Section 5.120 of the Act requires each local government to appoint a Complaints Officer to manage the process of addressing these complaints. If the Complaints Officer will be someone other than the CEO, the appointment must be made by Council.

COMMENTS

The CEO and Deputy CEO discussed this matter and determined that it is appropriate for an officer other than the CEO to be appointed as the Complaints Officer. This allows the CEO to maintain independence from the process and, if required, serve as an additional resource for the various parties involved.

The Deputy CEO position was designated as a Senior Officer, under s 5.37 of the Act, on 28 March 2018. The CEO recommends that Council, therefore, appoints the Deputy CEO as the Complaints Officer.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995

5.120. Complaints Officer

(1) Each local government is to designate a senior employee, as defined under section 5.37, to be its complaints officer.

(2) If a local government does not have any other person as its complaints officer, the person holding office as, or acting as, its CEO is its complaints officer.

5.37 Senior Employees

(1) A local government may designate employees or persons belonging to a class of employee to be senior employees.

(2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO’s recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: A Sustainable and Capable Council

Objective: Provide accountable and transparent leadership

Strategic Initiative: Continue to develop a policy framework that guides decision making

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Ineffective Leadership
Description	Ineffective strategic leadership of Council. This includes the relationship between Council and the CEO.
Residual Risk: (Low, Moderate, High, Extreme)	High
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Catastrophic
Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Possible

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

One of the recommendations from the Shire's 2018 *Local Government (Audit) Regulation 17* Review was that the CEO consider implementing a procedure that details the process of handling complaints about elected members under the Official Conduct Rules. The CEO considered this recommendation and determined that it should be implemented.

Before the procedure is developed, it is necessary for a Complaints Officer to be appointed, pursuant to s 5.120 of the Act. The CEO recommends that Council appoint the Deputy CEO as the Complaints Officer for matters relating to complaints against elected members.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION:

0619. That Council:

Pursuant to section 5.120 of the *Local Government Act 1995*, appoint the position of Deputy CEO as the Complaints Officer for the purpose of managing official complaints against an elected member.

13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT

13.1 SPORTING COMPLEXES OPERATIONAL SUPPORT 2019/2020

Location:	Shire of Gnowangerup
Proponent:	Various
File Ref:	ADM0408
Date of Report:	13 th June 2019
Business Unit:	Corporate Services & Community Development
Officer:	K Buchanan – Community Development Coordinator
Disclosure of Interest:	Nil

ATTACHMENTS

- Sporting Complex Operational Support

PURPOSE OF THE REPORT

For Council to consider the 2019/2020 budget allocation of the Sporting Complexes Operational Support funds.

BACKGROUND

Each year Council allocates funds to the Sporting complexes for operational support. The provision of Sporting Complexes Operational Support allow the Shire to fund the provision of community driven and operated services and activities across the Shire.

COMMENTS

As per the attachments, Council has been provided with Operational Assistance Scenarios.

Sporting Complexes Operational Support

Below is a summary of the recommendations for the 2019/2020 Sporting Complex Operational Support allocations:

Full Organisation Name: Gnowangerup Sporting Complex Management Committee Inc

Percentage of operational costs: 60%

Amount: \$14,444.62

Full Organisation Name: Borden Pavilion Incorporated

Percentage of operational costs: 60%

Amount: \$7,078.20

Full Organisation Name: Ongerup Sporting Complex Inc

Percentage of operational costs: 60%

Amount: \$1,786.22

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Sufficient funds are allocated in Council's 2019/2020 Draft Budget to cover the cost of the recommended operational support contributions.

STRATEGIC IMPLICATIONS

The three Sporting Complexes are a focal point for community activity and provide a range of benefits to the community. Support for the local sporting complexes aligns with the following components of the *Shire of Gnowangerup Community Strategic Plan 2017 – 2027*:

GOAL 1: A THRIVING, SUPPORTIVE AND SAFE COMMUNITY

Outcome 1.2: Participation in sport, recreation and leisure opportunities.

Strategy 1.2.1: Provide and promote sport, recreation, leisure and library facilities and programs.

Outcome 1.3: A proactive and supportive community.

Strategy 1.3.1: Support community initiated and owned projects.

Strategy 1.3.2: Work in partnership with community groups to encourage volunteerism.

IMPACT ON CAPACITY

The Sporting Complexes Operational Support program allows the Shire to fund the provision of community driven and operated services and activities across the Shire. This structure for service delivery encourages greater community ownership of facilities and increases community activity. Without this multiplier effect the Shire would not have the resources to deliver such a wide range of services across all three communities.

RISK MANAGEMENT CONSIDERATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

In previous years Council has awarded Ongerup Sporting Complex 100% of its operational costs (water, electricity, gas and insurance). The 60% percentage calculation for all three facilities has been recommended in order to ensure equity across the Shire and a subsidy amount which is based on usage.

Council may wish to change the allocated amounts related to the Sporting Complexes and has been provided with a breakdown of costs in the attachments.

CONCLUSION

The Sporting Complex Operational Support allocations have been based on 60% support for each facility. This will ensure equity across the Shire and will encourage a philosophy of *“increased use and therefore increased support”* which will in turn deliver better value for money and improved community sport and recreation services for ratepayers.

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

0619. That Council:

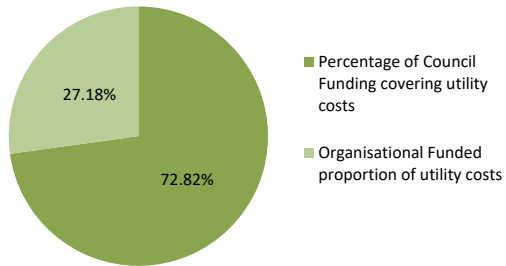
Approve the following amounts as the 2019/2020 allocations for the Sporting Complexes Operational Support program:

- **\$14,444.62 ex GST (60% allocation) Gnowangerup Sporting Complex Management Committee Inc**
- **\$7,078.20 ex GST (60% allocation) Borden Pavilion Committee Incorporated**
- **\$1,786.22 ex GST (60% allocation) Ongerup Sporting Complex Committee Incorporated**

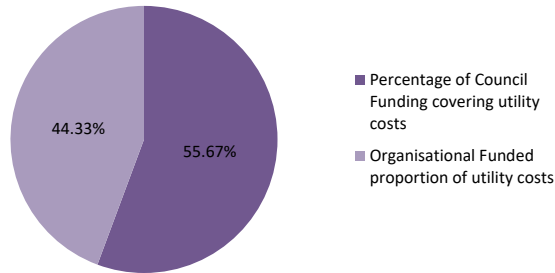
19/20 Budget: Council Operational Assistance Scenarios

	Water	Power	Gas	Insurance	Shires Contribution as per Lease	Total	Council Contribution 18/19	Percentage of Council Funding covering utility costs	Organisational Funded proportion of utility costs
Ongerup Sporting Complex	\$110.99	\$667.62	\$571.53	\$1,626.90		\$2,977.04	\$2,168.00	72.82%	27.18%
Gnowangerup Sporting Complex	\$5,180.28	\$15,549.15	\$0.00	\$3,344.93		\$24,074.36	\$13,402.00	55.67%	44.33%
Borden Pavilion		\$7,777.25	\$155.80	\$3,863.95		\$11,797.00	\$8,271.00	70.11%	29.89%

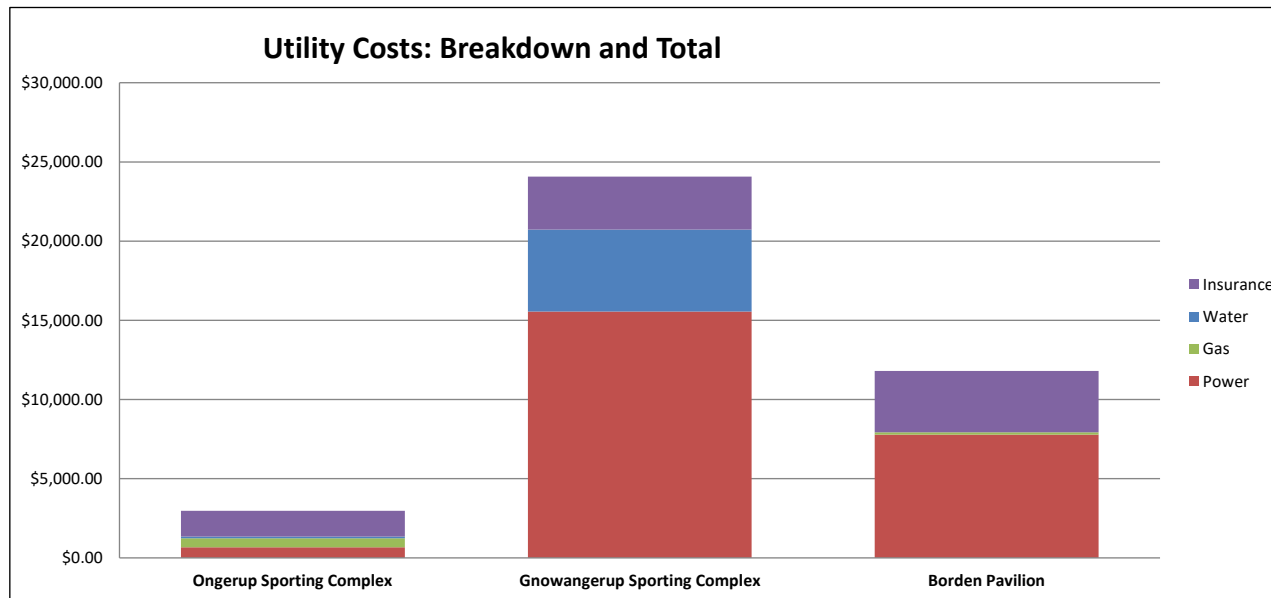
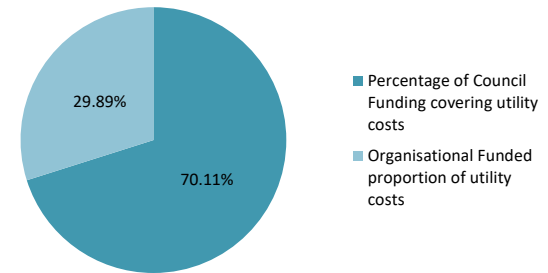
Ongerup Sporting Complex



Gnowangerup Sporting Complex



Borden Pavilion



19/20 Budget: Council Operational Assistance Scenarios

		Ongerup Sporting Complex	Gnowangerup Sporting Complex	Borden Pavilion	Total
Total operational costs for 2018		\$2,977.04	\$24,074.36	\$11,797.00	\$38,848.40
Council Contribution 2018/19		\$2,168.00	\$13,402.00	\$8,271.00	\$23,841.00
Percentage of Council Funding covering utility costs 2018		72.82%	55.67%	70.11%	
Council Funding Scenarios	Scenario 1 - Council fund 50%	\$1,488.52	\$12,037.18	\$5,898.50	\$19,424.20
	Scenario 2 - Council fund 60%	\$1,786.22	\$14,444.62	\$7,078.20	\$23,309.04
	Scenario 3 - Council fund 70%	\$2,083.93	\$16,852.05	\$8,257.90	\$27,193.88
	Scenario 3 - Council fund 80%	\$2,381.63	\$19,259.49	\$9,437.60	\$31,078.72
	Scenario 4 - Council fund 90%	\$2,679.34	\$21,666.92	\$10,617.30	\$34,963.56

13.2	COMMUNITY FINANCIAL ASSISTANCE GRANTS SCHEME 2019/2020
Location:	Shire of Gnowangerup
Proponent:	Various
File Ref:	ADM0408
Date of Report:	13th June 2019
Business Unit:	Corporate Services & Community Development
Officer:	K Buchanan – Community Development Coordinator
Disclosure of Interest:	St John Ambulance Committee Member

ATTACHMENTS

- Summary of Community Financial Assistance Grants
- Grant Applications 2019/2020 (**tabled separately**)

PURPOSE OF THE REPORT

For Council to consider the allocation of the 2019/2020 round of the Community Financial Assistance Grants scheme (CFAG).

BACKGROUND

CFAG funding is allocated for activities, which show clear benefits for the local community. Applicants can apply for a CFAG in the annual funding round which takes place March – May each year, prior to confirmation of the annual budget. Successful CFAG applications are subject to acquittal and are required to meet a predetermined set of criteria.

The Shire once again held a grant-writing workshop to build greater capacity within the community, to improve the quality of CFAG applications and to raise awareness of how community organisations can combine skillsets and submit grant applications that benefit multiple groups in the community. This has been reflected in the quality and quantity of grants submitted for 2019/2020.

COMMENTS

As per the attachments, Council has been provided with full copies of all CFAG applications for 2019/2020.

Below is a summary of the Community Financial Assistance Grants applications that were received:

Full Organisation Name: Gnowangerup Garden Hub and Vege Patch Volunteers
Title: Gnowangerup Vege Patch Establishment
Requested Amount: \$500

Full Organisation Name: Gnowangerup Community Resource Centre (Inc.)
Title: "Art GN" Gnowangerup Art Exhibition Opening Night
Requested Amount: \$500.00

Full Organisation Name: Yongergnow Malleefowl Centre (Yongergnow Incorporated)
Title: Outdoor Play Area
Requested Amount: \$5,000

Full Organisation Name: Gnowangerup Heritage Group (Inc.)
Title: Main Signage for Ram Pavilion
Requested Amount: \$1,069.20

Full Organisation Name: St John Ambulance Gnowangerup Sub Centre
Title: First Class First Aid
Requested Amount: \$5,000.00

Full Organisation Name: Yongergnow Ongerup Community Resource Centre Inc.
Title: Oktoberfest Comes to Ongerup
Requested Amount: \$5,000.00

Full Organisation Name: Gnowangerup Community Op Shop
Title: Give a Small Place "Space"
Requested Amount: \$2,506.60

Full Organisation Name: Gnowangerup Community Resource Centre (Inc.)
Title: Gnowangerup Summer Fair
Requested Amount: \$5,000.00

Full Organisation Name: Borden Pavilion Committee Incorporated
Title: Borden X Games 2019
Requested Amount: \$5,000.00

Full Organisation Name: A Smart Start Great Southern Inc.
Title: A Smart Start Gnowangerup
Requested Amount: \$2,000.00

Full Organisation Name: Ongerup Sporting Complex Committee Inc
Title: Energize Ongerup
Requested Amount: \$13,930.00

Full Organisation Name: GNP 360 Co-operative Ltd
Title: Community Shopping Hub
Requested Amount: \$20,000.00

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As Council has not yet set a budget allocation for this program, whatever amounts are included in the CFAG scheme will need to be included in the 2019/2020 annual budget.

STRATEGIC IMPLICATIONS

All Community Financial Assistance Grants have been required to align with objectives detailed in the *Shire of Gnowangerup Strategic Community Plan 2017 – 2027*. Part B question 5 of each application details the strategic alignment of each project/activity for which funds are being requested. All applications have been assessed using a multi-criterion analysis tool which includes a component related to strategic direction. All applications have received above average multi-criterion analysis scores for strategic alignment.

IMPACT ON CAPACITY

The CFAG Process allows the Shire to fund the provision of community driven and operated services and activities across the Shire. This structure for service delivery encourages greater community ownership of facilities and increases community action. Without this multiplier effect, the Shire would not have the resources to deliver such a wide range of services across all three communities.

The mechanisms for the distribution of community funding, put in place by Council, ensure the equitable distribution of funds for community projects, activities and sport and recreation services across the Shire. This process provides high value for each dollar invested. Shire funds often form the basis for community groups to leverage additional funding for local activities from external funding bodies. This funding process allows the Shire to allocate its limited resources to high value activities that encourage and enhance local community activities.

RISK MANAGEMENT CONSIDERATIONS

The Shire has requested that all CFAG applicants consider the fact that licences and/or permits may be required for the activities and events they are undertaking. The Shire works closely with applicants to ensure that Occupational Health and Safety requirements have been considered, however it is the responsibility of the applicant to maintain the health and safety of volunteers, staff and the general public and ensure any other matters of compliance have been adhered to.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The 2019/2020 round of Community Financial Assistance Grants was greatly received by the community. It is recommended that the following projects are awarded the full amount requested:

Full Organisation Name: Gnowangerup Garden Hub and Vege Patch Volunteers

Title: Gnowangerup Vege Patch Establishment

Requested Amount: \$500

Full Organisation Name: Gnowangerup Community Resource Centre (Inc.)
Title: "Art GN" Gnowangerup Art Exhibition Opening Night
Requested Amount: \$500.00

Full Organisation Name: Yongergnow Malleefowl Centre (Yongergnow Incorporated)
Title: Outdoor Play Area
Requested Amount: \$5000

Full Organisation Name: Gnowangerup Heritage Group (Inc.)
Title: Main Signage for Ram Pavilion
Requested Amount: \$1069.20

Full Organisation Name: St John Ambulance Gnowangerup Sub Centre
Title: First Class First Aid
Requested Amount: \$5000.00

Full Organisation Name: Yongergnow Ongerup Community Resource Centre Inc.
Title: Oktoberfest Comes to Ongerup
Requested Amount: \$5000.00

Full Organisation Name: Gnowangerup Community OP Shop
Title: Give a Small Place "Space"
Requested Amount: \$2506.60

Full Organisation Name: Gnowangerup Community Resource Centre (Inc.)
Title: Gnowangerup Summer Fair
Requested Amount: \$5,000.00

Full Organisation Name: Borden Pavilion Committee Incorporated
Title: Borden X Games 2019
Requested Amount: \$5,000.00

Full Organisation Name: A Smart Start Great Southern Inc.
Title: A Smart Start Gnowangerup
Requested Amount: \$2,000.00

Full Organisation Name: Ongerup Sporting Complex Committee Inc
Title: Energize Ongerup
Requested Amount: \$13,930.00

Full Organisation Name: GNP 360 Co-operative Ltd
Title: Community Shopping Hub
Requested Amount: \$20,000.00

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

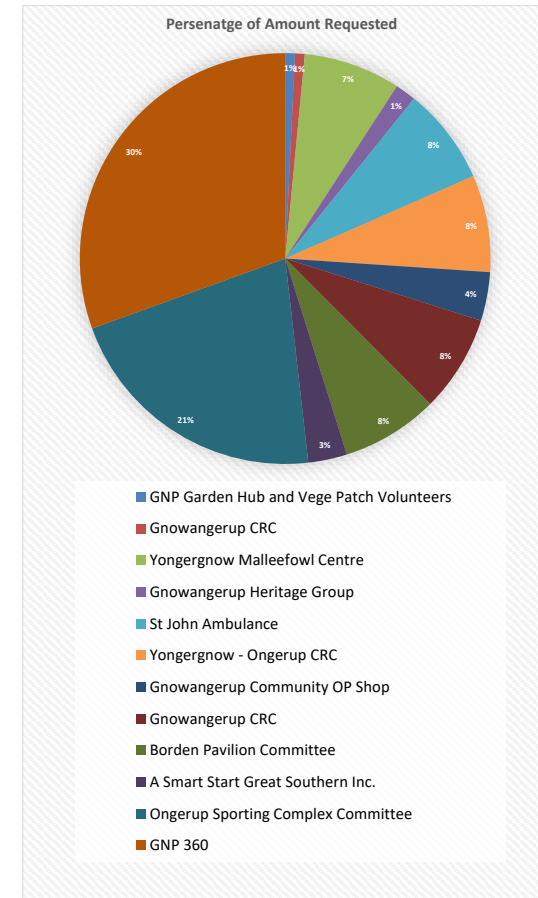
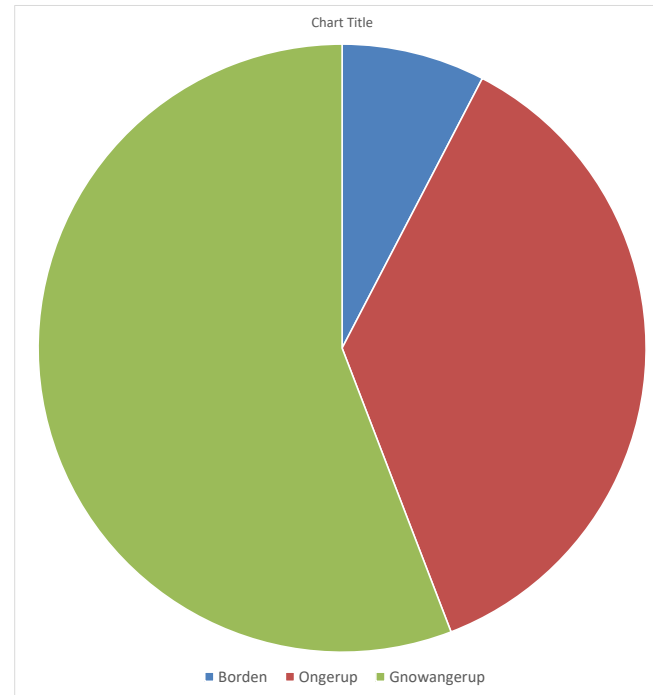
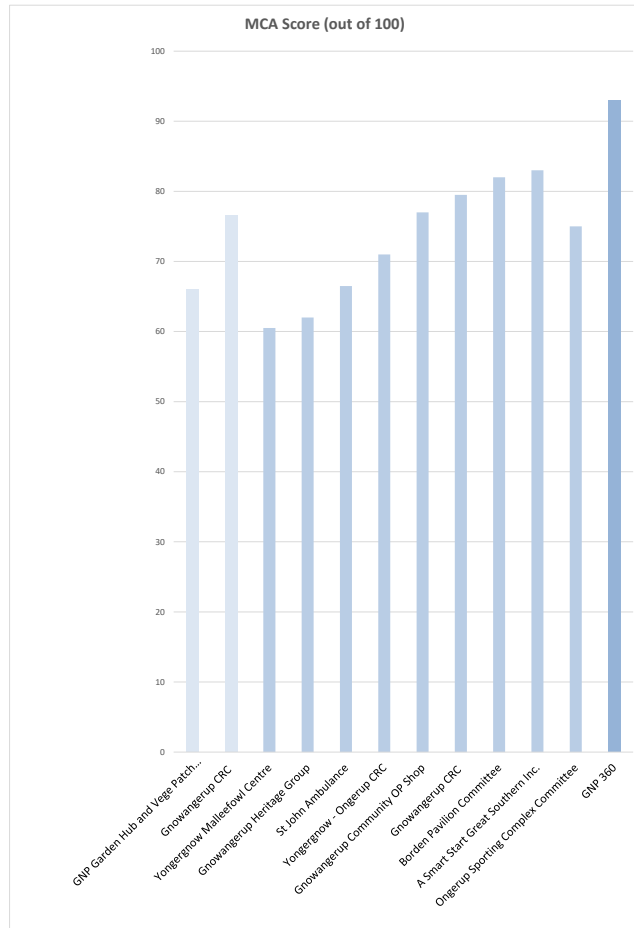
0619 That Council:

List the following Community Financial Assistance Grant amounts in the 2019/2020 Annual Budget:

Applicant	Amount	Project Name
Gnowangerup Community Resource Centre (Inc.)	\$500.00	ARTGN - Art Exhibition Opening Night
Gnowangerup Garden Hub & Vegetable Patch Volunteers	\$500.00	Gnowangerup Vege Garden Establishment
Gnowangerup Heritage Group (Inc.)	\$1,069.20	Main Signage for Ram Pavillion
A Smart Start Great Southern Inc	\$2,000.00	A Smart Start in the Shire of Gnowangerup
Gnowangerup Community Op Shop	\$2,506.60	Give a small place, space
Borden Pavilion Committee Incorporated	\$5,000.00	Borden X Cup 2020
St John Ambulance Gnowangerup Sub Centre	\$5,000.00	First Class First Aid
Yongergnow Mallefowl Centre (Yongergnow Incorporated)	\$5,000.00	Yongergnow Outdoor Play Area
Yongergnow - Ongerup Community Resource Centre (Inc.)	\$5,000.00	Oktoberfest comes to Ongerup
Gnowangerup Community Resource Centre (Inc.)	\$5,000.00	Gnowangerup Summer Fair (sheep - our livelihood)
Ongerup Sporting Complex Committee Inc	\$13,930.00	Energize Ongerup
GNP 360 Co-operative Ltd	\$20,000.00	Gnowangerup Shopping Hub

Community Financial Assistance Grants 2019/20

Category	Group	Title Project	Shire funds for:	Community Benefits	Multi Criterion Analysis Score (out of 100)	Amount Requested 2018/19	Recommended	Amount Received Previously 18/19	Amount Received Previously 17/18	Amount Received Previously 16/17
Under \$500	GNP Garden Hub and Vege Patch Volunteers	GNP Vege Patch Establishment	Purchase seeds, plants, hoses and simple equipment for beginning a garden club.	Art and Culture	66	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -
	Gnowangerup CRC	ARTGN Gnowangerup Art Exhibition Opening Night	Funding to hold an opening night and Peoples' Choice Award for the "Art GN" Annual Exhibition – Opening.	Art and Culture	76.5	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
\$501 - \$ 5000	Yongergnow Malleefowl Centre	Outdoor Play Area	Build kid friendly nature play area. Build fence, wooden cubby structure, lawn, sand and kids picnic bench.	Community infrastructure	60.5	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 3,500.00
	Gnowangerup Heritage Group	Main Signage for Ram Pavilion	Signage for tourism spot.	Tourism	62	\$1,069.20	\$1,069.20	\$ -	\$ -	-
	St John Ambulance	First Class First Aid	Purchase additional tables, chairs and whiteboard subcentre for providing first aid classes and Ambulance training.	Health service	66.5	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -
	Yongergnow - Ongerup CRC	Oktoberfest comes to Ongerup	Oktoberfest Festival day to be held for all communities.	Art and Culture	71	\$ 5,000.00	\$ 5,000.00	\$ -		\$ -
	Gnowangerup Community OP Shop	Give a small place 'space'	Increasing storage capacity by purchasing plastic tubs, storage shelving and racks.	Community infrastructure	77	\$ 2,506.60	\$ 2,506.60	\$ -	\$ -	\$ -
	Gnowangerup CRC	Gnowangerup Summer Fair	Annual Summer Fair. Funds for rides, entertainment, sheep demonstrations and live sheep available for viewing.	Art and Culture	79.5	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,715.00
	Borden Pavilion Committee	Borden X Games 2019	Increase spectators for sporting event - Securing a spectator bus from Albany to bring people to and from event. Advertise in newspapers.	Art and Culture	82	\$5,000.00	\$5,000.00	\$ -	\$ -	\$ -
	A Smart Start Great Southern Inc.	A Smart Start Gnowangerup	Birthday Books for kids across the Shire and funds to support 4 activities a year in Gnowangerup.	Educational	83	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
\$5001-\$20000	Ongerup Sporting Complex Committee	Energize Ongerup	Provide Solar Power and setup to Sporting Complex and retic dam	Community infrastructure	75	\$ 13,930.00	\$ 13,930.00	\$ -	\$ -	\$ -
	GNP 360	Community Shopping Hub	Building works for the Community Shopping Hub	Community infrastructure	93	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -
Total						\$ 65,505.80	\$ 65,505.80			



13.3 ENDORSEMENT OF LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

Proponent: N/A
File Ref: ADM0108
Date of Report: 12th June 2019
Business Unit: Corporate and Community Services
Officer: A van Zyl – Corporate Services Officer
Disclosure of Interest: Nil

ATTACHMENTS

- Shire of Gnowangerup Local Emergency Management Arrangements (LEMA) 2019
- Shire of Gnowangerup Recovery Plan 2019 which forms part of the LEMA (see section 5 of the LEMA) (public version).

PURPOSE OF THE REPORT

That Council endorse the Shire of Gnowangerup’s Local Emergency Management Arrangements (LEMA) 2019.

BACKGROUND

The term Local Emergency Management Arrangements (LEMA) refers to the collection of all the emergency management documentation, systems, processes, agreements and memorandums of understanding which affect the local government district. The LEMA are the overarching document and associated plans that the local government is responsible for developing, maintaining and testing.

The current Shire of Gnowangerup LEMA were last reviewed in 2014 and require a major (5 yearly) review as per *State Emergency Management Preparedness Procedure 8*.

Local governments have obligations under State legislation and its associated policy framework to have in place an effective LEMA, as part of the overall State Emergency Management Framework.

The purpose of the LEMA is to structure how the Shire coordinates resources and operates during the response and recovery phase of an emergency.

The arrangements are designed to ensure that appropriate strategies are in place to minimise the adverse effects on the community and to restore normality as quickly as possible following an emergency event.

The Shire of Gnowangerup has in place a well-attended and effective Local Emergency Management Committee (LEMC), whose role includes ensuring that the Shire also has in place a current LEMA. The LEMC has worked collaboratively to produce the LEMA that provides information to guide agency actions in the event of an emergency.

COMMENTS

The Shire of Gnowangerup's LEMA is a seven part document prepared in accordance with the *Emergency Management Act 2005 (the Act)* and also with the Department of Fire and Emergency Services (DFES) requirements in respect to its content and format.

These arrangements have been endorsed by the Shire of Gnowangerup LEMC in an Out-of-Sessions process due to the LEMC meeting that was scheduled for the 5th June 2019 being cancelled as a result of unforeseen circumstances (severe weather event and multiple fires in the Great Southern). The LEMA has been submitted to the District Emergency Management Committee (DEMC) for noting and comment by the DFES Regional District Emergency Management Advisor - Great Southern.

CONSULTATION

The LEMA have been developed in consultation with the member agencies of the LEMC. Membership of the LEMC includes the following agencies:

- Shire of Gnowangerup – Councillors and Staff
- Shire of Gnowangerup Volunteer Bushfire Brigades
- WA Police – local OIC
- Department of Fire and Emergency Services
- Department of Biodiversity, Conservation and Attractions
- Department of Communities
- Department of Health
- Department of Education (Gnowangerup, Borden & Ongerup)
- Gnowangerup Health Services (Hospital)
- State Emergency Service
- St John Ambulance

All of the agencies listed above were provided with copies of the Draft LEMA and Recovery Plan and were provided the opportunity to provide feedback. Draft copies was also sent to the DFES District Emergency Management Advisor – Great Southern Region for a compliance check.

Where appropriate, agency feedback has been incorporated into the draft documents as attached to this report. Consultation with the agencies and organisations listed above satisfies the requirements of *the Act* (s.39 (b)).

LEGAL AND STATUTORY REQUIREMENTS

The *Emergency Management Act 2005 (the Act)* came into effect in 2005 to provide for the prompt and coordinated management of emergencies within the State. *The Act* identifies a formal State, District and Local level emergency management structure and specifies a number of responsibilities which have been allocated to local government.

Among the requirements, each local government must establish an active Local Emergency Management Committee (LEMC) and formulate and maintain effective emergency management and recovery arrangements. Local government is further responsible for the management of

recovery activities following an emergency which has affected the community within the local government's respective district.

The relevant sections are detailed below.

Emergency Management Act 2005

Section 41 – Emergency management arrangements in local government districts

- (1) *A local government is to ensure that arrangements (local emergency management arrangements) for emergency management in the local government's district are prepared.*

Section 42 - Reviewing and renewing local emergency management arrangements

- (1) *A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.*
- (2) *Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The responsibilities for funding of emergency response activities is outlined in the *State Emergency Management Policy 5.12 – Funding for Emergency Response* and *State Emergency Management Plan 5.4 – Funding for Emergency Response*. While recognising the provisions of *State Emergency Management Policy 5.12* and *State Emergency Management Plan 5.4*, the LEMA states that the Shire of Gnowangerup is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors.

STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan 2017 – 2027

Theme 3: Our Community

Objective 4: Ensure residents feel safe and confident in their ability to travel and socialise within their community

Strategic Initiative 4.1: Build a healthy community that is aware of and responsive to current public health risks.

RISK MANAGEMENT CONSIDERATIONS:

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

Local Governments have an obligation under State legislation and policy to ensure their LEMA is in place as part of the State Emergency Management Framework.

Not having an approved LEMA in place exposes the Shire to considerable reputational damage in the event of a significant emergency situation, with greater impact on communities and slower recovery from disaster.

Endorsement by Council is a requirement of the SEMC approval process.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

0619. That Council

Endorse the Local Emergency Management Arrangements (LEMA) 2019, in accordance with the requirement of the Emergency Management Act 2005 and State Emergency Management Preparedness Pro Procedure 8.

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS



Shire of Gnowangerup
2019

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

These arrangements have been produced and issued under the authority of S41 (1) of the *Emergency Management Act 2005*, endorsed by the Shire of Gnowangerup Local Emergency Management Committee and the Council of the Shire of Gnowangerup. The Arrangements have been tabled for noting with the Great Southern District Emergency Management Committee (DEMC).

These arrangements have been developed by personnel within the Shire of Gnowangerup and by the Local Emergency Management Committee. Consultation has been sought from the wider community.

These arrangements should be read in conjunction with the *Emergency Management Act 2005* and the State Emergency Management Plans (WESTPLAN), State Hazard Plans (SHP), State Emergency Management Policy Statements and the Department of Communities' Local Emergency Management Plan for the Provision of Welfare Support.

.....
Chairperson
Gnowangerup LEMC

.....
Date

.....
Endorsed by Council
Shire President
Resolution Number:

.....
Date

Document Review

.....
Date

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Distribution Matrix

The following matrix has been developed to identify the level of access persons in the Distribution List has to each of the documents found below:

Document Name	Level 1 Access		Level 2 Access	
	Version	Folder	Version	Folder
Local Emergency Management Arrangements	FV	A4	RV	SB
Emergency Welfare Centre's Register	FV	A4	RV	SB
Local Recovery Management Plan	FV	A4	RV	SB
Emergency Contacts Register	FV	A4	NP	NP
Resource Register	FV	A4	NP	NP
Critical Infrastructure List	FV	A4	NP	NP

- A4: A4 4D Ring Insert Binder – (Single Sided)
 SB: A4 Spiral Bound Document – (Duplex)
 FV: Full Version
 RV: Restricted Version – (Removal of private contact information)
 NP: Not for Public Access

Distribution List

Shire of Gnowangerup		Access Level	No of Copies
Chief Executive Officer		Level 1	1
Deputy Chief Executive Officer	(LEMC)	Level 1	1
Works Manager	(LEMC)	Level 1	1
Corporate Support Officer (LEMC Administration)	(LEMC)	Level 1	1
Chief Fire Control officer	(LEMC)	Level 1	1
Volunteer Bush Fire Brigade Stations		Level 1	3
Public Libraries – Gnowangerup & Ongerup		Level 2	2
Reception		Level 2	1
Local Emergency Management Committee			
LEMC Chairperson – Shire President	(LEMC)	Level 1	1
OIC – Gnowangerup Police Station – Local Emergency Coordinator	(LEMC)	Level 1	1
State Emergency Service – Gnowangerup – Unit Manager	(LEMC)	Level 1	1
St John Ambulance – Gnowangerup	(LEMC)	Level 1	1
Department of Communities - Albany	(LEMC)	Level 1	1
DFES Great Southern Regional Office Albany	(LEMC)	Level 1	1
Gnowangerup District High School	(LEMC)	Level 1	1
Borden Primary School	(LEMC)	Level 1	1
Ongerup Primary School	(LEMC)	Level 1	1
Department of Biodiversity, Conservation & Attractions - Stirling Ranges	(LEMC)	Level 1	1
Gnowangerup Health Services (Hospital)	(LEMC)	Level 1	1
District Emergency Management Advisor	(LEMC)	Level 1	1
Other			
DEMC – Great Southern District		Level 2	1
SEMC - Secretary		Level 2	1
TOTAL			25

Amendment Record

Suggestions and comments from the community and stakeholders can help improve the arrangements and subsequent amendments.

Feedback can include:

- What you do and don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information and practices
- Inadequacies;
- Errors, omissions or suggested improvements.

To forward feedback copy the relevant section, mark the proposed changes and forward it to:

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

or alternatively email to: gnpshire@gnowangerup.wa.gov.au

Any suggestions and/or comments will be referred to the LEMC for consideration.

Amendments:

No.	Amendment Date	Amendment Details	Amended By
1.	March 2000	Document Review	LEMC
2.	July 2001	Document Review	LEMC
3.	October 2010	Document Review	LEMC
4.	December 2012	Document Review	LEMC
5.	May 2014	Document Review	LEMC
6.	June 2017	Document Review	LEMC
7.	MAY 2019	Major Review	LEMC
8.			
9.			
10			

Glossary of Terms

ACT – refers to the Emergency Management Act 2015

AUSTRALASIAN INTERSERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS) – A nationally adopted structure to formalise a coordinated approach to emergency management.

COMBAT - take steps to eliminate or reduce the effects of a hazard on the community.

COMBAT AGENCY – a combat agency prescribed under section (1) of the Act is to be a public authority or other person who or which, because of the agency's functions under written law or specialised knowledge, expertise and resources, is responsible for performing and emergency management activity prescribed by the regulations in relation to that agency.

COMMUNITY EMERGENCY RISK MANAGEMENT – See RISK MANAGEMENT.

COMPREHENSIVE APPROACH – The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response and recovery (PPRR). PPRR are aspects of emergency management, and are not necessarily sequential phases.

COMMAND – The direction of members and resources of an organization in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. See also *Control* and *Coordination*.

CONTROL – The overall direction of emergency management activities during an Incident or Operation. Authority for control is established in legislation or in an emergency plan and carried with it the responsibility for tasking and coordinating either organisations in accordance with the needs of the situation. Control relates to situations and operates horizontally across organisations. See also *Command* and *Coordination*

CONTROLLING AGENCY – an agency nominated to control the response activities to a specified type of emergency.

COORDINATION – the bringing together of organisations and elements to ensure an effective response: primarily concerned with the systematic acquisition and application of resources (organisation, human resources and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority of control. See also *Control* and *Command*

DISASTER – see “Emergency”

DISTRICT – means the municipality of the Shire of Gnowangerup. This is the local government district **not** the emergency management district

DISTRICT EMERGENCY MANAGEMENT COMMITTEE (DEMC) – A committee established under Section 31(1) of the Emergency Management Act 2005.

EMERGENCY – the occurrence or imminent occurrence of a hazard which is of such a nature or magnitude that it requires a significant and coordinated response

EMERGENCY COORDINATION CENTRE: A facility established to coordinate and organise emergency provision of services.

EMERGENCY MANAGEMENT –the management of the adverse effects of an emergency including:

- (a). Prevention – the mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.
- (b). Preparedness – preparation for a response to an emergency.
- (c). Response – the combatting of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery.
- (d). Recovery – the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

EMERGENCY MANAGEMENT AGENCY – A hazard management agency (HMA), a combat agency or a support organisation.

HAZARD - An event, situation or condition that is capable of causing or resulting in loss of life, prejudice to the safety, or harm to the health of persons or animals; or destruct of; or damage to property or any part of the environment and is defined in the Emergency Management Act 2005 or prescribed in the Emergency Management Regulations 2006.

HAZARD MANAGEMENT AGENCY (HMA) - A public authority, or other person, prescribed by the Emergency Management Regulations 2006 to be a hazard management agency for emergency management, or an aspect of emergency management, of a hazard for a part of the whole of that State.

INCIDENT – the occurrence or imminent occurrence of a hazard.

INCIDENT ACTION PLAN – a statement of objectives and strategies to be taken to control or suppress and incident, and approved by the Incident Controller. Describes the actions to be taken to control or suppress an incident.

INCIDENT AREA (IA) – the area, defined by the Incident Controller for which they have responsibility for the overall management and control of an incident

INCIDENT CONTROLLER/INCIDENT MANAGER (IC) – the person designated by the relevant Controlling Agency, responsible for the overall management and control of an incident within and incident area and the tasking of agencies in accordance with the needs of the situation.

INCIDENT SUPPORT GROUP (ISG) – a group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

LG – Local Government

LIFELINES – the public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services on which the well-being of the community depends.

LOCAL EMERGENCY COORDINATOR (LEC) - The person appointed by the State Emergency Coordinator to provide advice and support to their local emergency management committee in the development and maintenance of emergency management arrangements, assist hazard management agencies in the provision of a coordinated response during an emergency in the district and carry out other emergency management functions under the direction of the State Emergency Coordinator.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) – A committee established under Section 38 of the Emergency Management Act 2005.

MUNICIPALITY – means the district of the Shire of Gnowangerup.

OPERATIONS – the direction and implementation of tactics in accordance with the Incident Action Plan.

OPERATIONS AREA (OA) - the area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

OPERATIONS AREA MANAGER (OAM) - that person designated by the Hazard Management Agency, responsible for the overall management of an Operation within a defined Operational Area and the provision of strategic direction and operational coordination to agencies and Incident Controller(s) in accordance with the needs of the situation.

PREPAREDNESS: Preparation for response to an emergency.

PREVENTION – the mitigation or prevention of the probability of the occurrence of, and the potential adverse effects of, an emergency.

PUBLIC AUTHORITY - An agency as defined in the Public Sector Management Act 1994;

- A body, corporate or unincorporated that is established or continued for a public purpose by the State, regardless of the way it is established;
- A local government or regional local government;
- The Police Force of Western Australia;
- A member or officer of a body referred to in one of the above; or
- A person or body prescribed (or of a class prescribed) by the regulations as a public authority for the purposes of this definition

RECOVERY – The coordinated process of supporting emergency effected communities in reconstruction of the physical infrastructure and social, economic and physical wellbeing.

RESPONSE – The combatting of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage, and help to speed recovery.

RISK - a concept used to describe the likelihood of harmful consequences, arising from the interaction of hazards, communities and the environment.

- The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.
- A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.
- Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of a hazard and vulnerability.

STANDARD OPERATING PROCEDURE: A set of directions detailing what actions could be taken, as well as how, when, by whom and why, for specific events or tasks.

STATE EMERGENCY MANAGEMENT COMMITTEE (SEMC) – A committee established under Section 13 of the *Emergency Management Act 2005*.

TREATMENT OPTIONS – A range of options identified, through the emergency risk management process, to select appropriate strategies which minimize the potential harm to the community.

VULNERABILITY - The characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard. There are many aspects of vulnerability, arising from various physical, social, economic and environmental factors that vary within a community and over time.

WELFARE - The provision of immediate and continuing care of emergency affected persons who may be threatened, distressed, disadvantaged, homeless or evacuated; and, the maintenance of health, well-being and prosperity of such persons with all available community resources until their rehabilitation is achieved.

DRAFT

Acronyms

The following acronyms are used throughout in these arrangements:

BOM	Bureau of Meteorology
CA	Controlling Agency
CEO	Chief Executive Officer
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DC	Department of Communities
DOT	Department of Transport
ECC	Emergency Coordination Centre
EM	Emergency Management
EMP	Emergency Management Plan
ERM	Emergency Risk Management
HAZMAT	Hazardous Material
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMC	Local Emergency Management Committee
LG	Local Government
LRC	Local Recovery Coordinator
LRCG	Local Recovery Coordinating Group
NGO	Non-Government Organisation
OAM	Operations Area Manager
OASG	Operations Area Support Group
OIC	Officer in Charge
RSPCA	Royal Society for the Protection of Cruelty against Animals
SECG	State Emergency Coordination Group
SEMC	State Emergency Management Committee
SES	State Emergency Services
SEWS	Standard Emergency Warning Signal
SJA	St John Ambulance
SO	Support Organisation
SoG	Shire of Gnowangerup
VBFB	Volunteer Bush Fire Brigades
WAPF	Western Australian Police Force

DISCLAIMER

The Shire of Gnowangerup makes no representations about the suitability of the information contained in this document or any material related to this document for any purpose. The document is provided with no warranty of any kind to the extent permitted by law. The Shire of Gnowangerup hereby disclaims all warranties and conditions with regard to this information, including all implied warranties and conditions of merchantability, fitness for particular purpose, title and non-infringement. In no event shall the Shire of Gnowangerup be liable for any special, indirect or consequential damages resulting from the loss of use, data or profits, whether in an action of contract, negligence or other tortious action, arising out of or in connection with the use of information available in this document. The document or material related to this document could include technical inaccuracies or typographical errors.

1. PART ONE: INTRODUCTION

1.1. Authority

These arrangements have been prepared in accordance with s. 41(1) of the [Emergency Management Act 2005](#) (“**The Act**”) and endorsed by the Gnowangerup Local Emergency Management Committee and approved by the Shire of Gnowangerup.

1.2. Document Availability

Copies of the Shire of Gnowangerup’s Local Emergency Management Arrangements can be found at:

- Shire of Gnowangerup Administration Building, 28 Yougenup Road, Gnowangerup
- Gnowangerup Public Library, 47 Yougenup Road, Gnowangerup
- Ongerup Public Library, Yongergnow Malleefowl Centre & CRC, Jaekel Street, Ongerup

Or alternatively online at <http://www.gnowangerup.wa.gov.au/>

1.3. Aim

The aim of the Shire of Gnowangerup Local Emergency Management Arrangements is to describe the overall emergency management coordination arrangements within the Shire. These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMA’s in dealing with an emergency. These should be detailed in the HMA’s individual plan.

1.4. Purpose:

To set out;

- The Shire of Gnowangerup’s policies for emergency management.
- The roles and responsibilities for public authorities and other persons involved in emergency management.
- Provisions about the coordination of the emergency operations by performed by the public authorities and other persons.
- Description of emergencies likely to occur within the Shire of Gnowangerup.
- Strategies and priorities for emergency management in the district.
- Other matters about emergency management in the Shire of Gnowangerup that the Shire considers appropriate

1.5. Scope:

These arrangements are to ensure the community is prepared to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMAs in dealing with an emergency. These should be detailed in the HMAs individual plans.

- This document applies to the local government district of the Shire of Gnowangerup.
- This document covers areas where the Shire of Gnowangerup provides support to HMAs in the event of an incident.
- This document details the Shire of Gnowangerup’s capacity to provide resources in support of an emergency, while still maintaining business continuity; and the Shire of Gnowangerup responsibilities in relation to recovery management.

The arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

1.6. Area Covered

1.6.1. General Description

The Shire of Gnowangerup is situated in the Great Southern area, 354 kilometres from Perth and 140 kilometres from Albany via the Chester Pass Road.

The Shire covers an area approximately 5000 square kilometres. 100 000 hectares of farmland support a highly efficient livestock and cropping industry of wheat, lupins, barley, canola, clover seed, peas, oats and faba beans. The area is noted Australia wide for its Merino sheep and attracts large crowds at the annual Stud Field Days.

There is also the majestic Stirling Range – a growing eco-tourism destination which attracts an estimated 175,000 persons annually, with well-known climbing and scenic delights such as Bluff Knoll, Mount Toolbrunup and Mount Trio. The Shires theme "Heart of the Stirlings" typifies the attraction of the area. Wildflowers abound during the season in the Stirling Range National Park.



Figure 1. Great Southern region

1.6.2. Population Distribution

The Shire of Gnowangerup has a population of approximately 1,215 people across the communities of Borden, Gnowangerup and Ongerup. At the 2016 census, Aboriginal and Torres Strait Islander people comprised approximately 8.4% of the population, with a median age of 26 years.

Table 1 Catchment Demographics

Local Government	Total population		Indigenous population	
	Number	Median age	Number (%)	Median age
Broomehill-Tambellup	1,144	39	131 (11.5)	24
Gnowangerup	1,215	40	101 (8.4)	26
Katanning	4,151	40	315 (7.6)	21
Kojonup	1,985	44	88 (4.4)	22
Jerramungup	1,109	41	39 (3.5)	11
Total	9604	40	674	22
WA	2,474,410	36	75978 (3.1)	23

1.6.3. Employment

The economic base of the Shire is strongly influenced by agriculture. Agriculture in the district mainly consists of sheep (meat); cattle; sheep studs (wool); wheat; barley; lupins; peas; beans; canola and services to agriculture.

Other important industries include engineering / manufacturing; retailing; tourism and building & associated industries.

The 2016 ABS census showed that the Shire of Gnowangerup’s total labour force was 617 persons, of which 408 (66.1%) were employed full time and 153 (24.8%) part time. The unemployment rate for the Shire at the time of the census was 3.2%.

1.6.4. Dwellings

The 2016 ABS census showed that of occupied private dwellings in Gnowangerup (S) (Local Government Areas), 406 (97.4%) were separate houses, 1.9% were semi-detached, row or terrace houses, townhouses etc., 0.0% were flat or apartments and 0.0% were other dwellings.

The statistics also showed that 157 (27.4%) of dwellings in the Shire are unoccupied.

Of occupied private dwellings in Gnowangerup (S) (Local Government Areas), 38.5% were owned outright, 24.0% were owned with a mortgage and 32.2% were rented.

1.6.5. Country of Birth

Statistics showed that in the Gnowangerup district, 74.7% of people were born in Australia. The most common overseas countries of birth were New Zealand 3.9%, Philippines 3.1%, England 3.0%, Germany 0.7% and South Africa 0.7%.

Overall, 84.9% of people only spoke English at home. Other languages spoken at home included Tagalog 1.4%, Filipino 1.3%, German 0.9%, Afrikaans 0.7% and Dutch 0.4%.

1.6.6. Age Structure

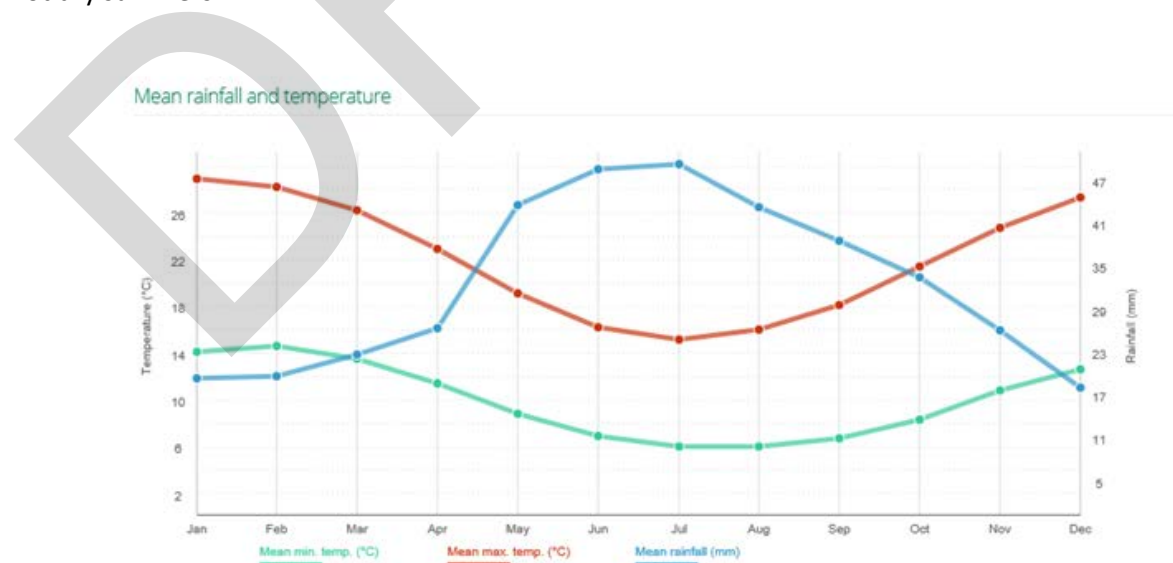
Analysis of the age structure in the Shire of Gnowangerup in 2016 ABS Census shows that overall, 20.2% of the population was aged between 1 and 14, and 12.3% were aged 65 years and over. It also revealed that the median age of people within the Shire is 40 compared to the state average of 36.

1.6.7. Disability Profile

There is limited data available about the number of people living in the Shire that identify as having a disability. According to ABS records of (year), 14.6% of West Australians have disability. At this rate it is estimated that 186 people living in Gnowangerup identified as having disability.

1.6.8. Climate

The Shire of Gnowangerup climate is a temperate, Mediterranean style – with cool wet winters and hot dry summers



1.6.9. Highways and Major Arteries

The Shire is serviced by a number of main arterial roads, these being Broomehill-Gnowangerup Road, Jerramungup-Borden Road, Formby South Road, Chester Pass Road and the Borden-Bremer Bay Road.

1.6.10. Electricity Supply

Western Power 440/240AC three phase provided through underground and overhead supply to the towns.

1.6.11. Water Supply

Scheme water is provided to the majority of the main town areas by the Water Corporation. The majority of residents outside the built-up areas rely on other water sources such as onsite rainwater tanks and groundwater bores.

1.6.12. Sewerage System

Properties located in the townsite of Ongerup are connected to the Ongerup Effluent Reuse Scheme, residents in the townsite of Borden are connected to standard on-site septic tank systems and the properties in the Gnowangerup townsite are connected to deep sewerage which is managed by Water Corporation.

1.7. Existing Plans and Arrangements

To enable integrated and coordinated delivery of emergency management within the Shire of Gnowangerup these arrangements are consistent with State Emergency Policies (State EM Policies) and State EM Plans (WESTPLANS).

1.7.1. Local Plans

Document	Responsible Agency	Administration Contact	Location
SoG Local Emergency Management Arrangements	Shire of Gnowangerup LEMC	Corporate Services Officer 08 9827 1007	SoG Administration Building
SoG Local Recovery Plan	Shire of Gnowangerup LEMC	Corporate Services Officer 08 9827 1007	SoG Administration Building
SoG Local Welfare Plan	Department of Communities	Corporate Services Officer 08 9827 1007	SoG Administration Building
SoG Risk Register	Shire of Gnowangerup LEMC	Corporate Services Officer 08 9827 1007	Currently under development
SoG Treatment Schedule	Shire of Gnowangerup LEMC	Corporate Services Officer 08 9827 1007	Currently under development
SoG Bushfire Management Plan	Shire of Gnowangerup Bushfire Brigades	Senior Finance Officer 9827 1007	To be updated

1.7.2. Relevant State Emergency Management Plans (WESTPLANS)

Hazard Plans	Responsible Agency	WESTPLAN link
State Hazard Plan - Animal and Plant Biosecurity	Department of Primary Industries and Regional Development	STATE HAZARD PLAN - ANIMAL AND PLANT BIOSECURITY
Westplan Collapse	Department of Fire and Emergency Services	WESTPLAN COLLAPSE
State Hazard Plan - Crash Emergency	State Emergency Management Committee	STATE HAZARD PLAN - CRASH EMERGENCY
Westplan Earthquake	Department of Fire and Emergency Services	WESTPLAN EARTHQUAKE
State Hazard Plan - Energy Supply Distribution	Department of Treasury, Public Utilities Office	STATE HAZARD PLAN - ENERGY SUPPLY DISTRIBUTION
Westplan Flood	Department of Fire and Emergency Services	WESTPLAN FLOOD
State Hazard Plan - Fire (Interim)	Department of Fire and Emergency Services	STATE HAZARD PLAN - FIRE (INTERIM)
State Hazard Plan - Heatwave	Department of Health (Disaster Preparedness and Management Unit)	STATE HAZARD PLAN - HEATWAVE
State Hazard Plan - Hazardous Materials Emergencies [HAZMAT]	Department of Fire and Emergency Services	STATE HAZARD PLAN - HAZARDOUS MATERIALS EMERGENCIES (HAZMAT)
<ul style="list-style-type: none"> Annex B: Space Re-Entry Debris (SPRED) 	Western Australia Police Force	ANNEX B: SPACE RE-ENTRY DEBRIS (SPRED)
State Hazard Plan – Human Biosecurity	Department of Health	STATE HAZARD PLAN – HUMAN BIOSECURITY
State Hazard Plan - Search and Rescue Emergency	Western Australia Police Force	STATE HAZARD PLAN - SEARCH AND RESCUE EMERGENCY
Westplan Storm	Department of Fire and Emergency Services	WESTPLAN STORM

1.7.3. Agreements, Understanding and Commitments

There are currently no Local Emergency Management Policies or Arrangements, understandings and commitments specific to the Shire of Gnowangerup in place.

Should the scale of an incident or emergency require additional support, this will be requested from neighbouring Local Governments, WALGA and the DFES Great Southern Regional Office and the Department of Biodiversity, Conservation and Attractions (DBCA).

1.7.4. Special Considerations

The following are seasonal activities within the Shire which emergency managers may need to consider at various times of the year:

Bush Fire Season – October to May

Important dates for fire control:

- 15 October - Beginning Restricted Burning Season
- 31 October - End Restricted Burning Season
- 1 November - Beginning Prohibited Burning Season
- 16 February - End Prohibited Burning Period
- 17 February - Beginning Restricted Burning Season
- 30 May - End Restricted Burning Season

Harvesting & Seeding

Access to volunteers and resources will be reduced during these times.

Stirling Ranges



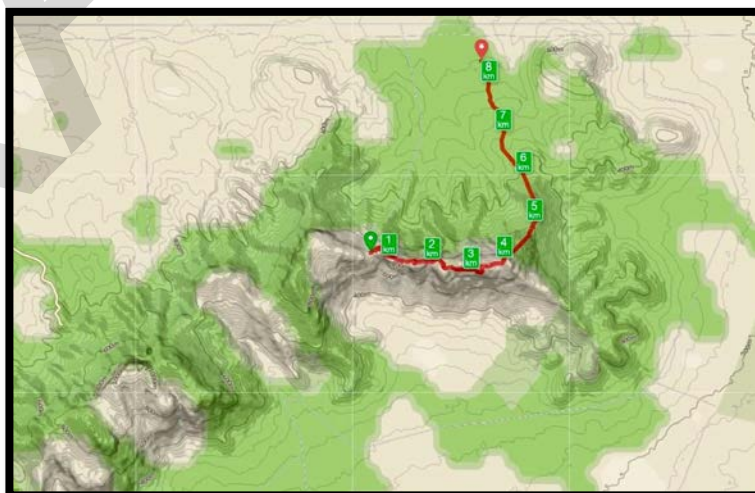
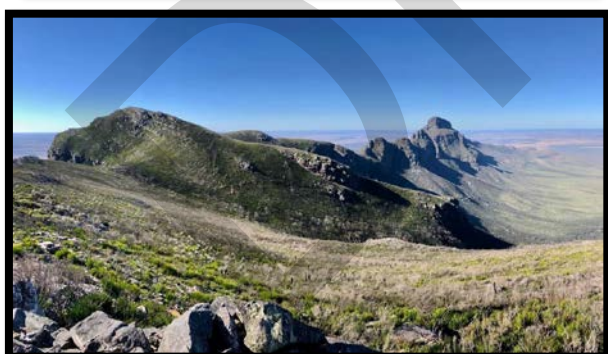
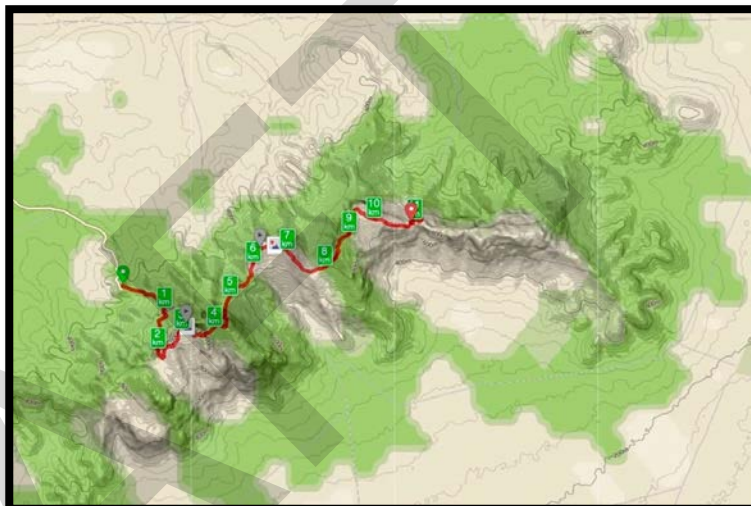
The Stirling Range is a range of mountains and hills in the Great Southern region of Western Australia, 337 km south-east of Perth. It is located at approximately 34°24'S 118°09'E / 34.4°S 118.15°E / -34.4; 118.15 and is over 60 km wide from west to east, stretching from the highway between Mount Barker and Cranbrook eastward past Gnowangerup. Notable features include Toolbrunup, Bluff Knoll (the tallest peak for a thousand kilometers or more in any direction and most popular tourist attraction).

The Stirling Range is protected by the Stirling Range National Park, which was gazetted in 1913, and has an area of 1,159 km². Popular recreational activities in the park include bushwalking, abseiling and gliding. Camping is not permitted within the park boundaries.

Ridge Walk

The Ridge Walk is approximately 26km one way from the north east corner of the park boundary via Ellen Peak to the Bluff Knoll Car park. This is a difficult and challenging, unmarked, cross country bushwalk with no designated trail through a Wilderness Zone. It takes two to three days to complete hiking in rugged terrain. This bushwalk is not a managed route and natural hazards exist. Walkers are responsible for their personal safety and will

need to ensure they are well planned, prepared and exercise appropriate caution. To undertake the Ridge Walk bushwalkers require previous experience in the outdoors and a high level of specialised skills and equipment including navigation skills, a map and navigation equipment to complete the walk. Bushwalkers need to be self-reliant, particularly in regard to emergency first aid and be prepared for unforeseen weather conditions which may be extreme. Storms and severe weather may affect navigation and safety. Walkers undertaking this route are strongly advised to carry their own Personal Locator Beacon and mobile communication devices in case of emergencies. Recommended for experienced, well prepared, fit and agile hikers due to its rugged nature, changeable weather conditions and lack of water sources, it is the only hike in Western Australia featuring alpine weather conditions.



1.7.5. Resources

A local emergency resource register for the Shire of Gnowangerup is provided in [Appendix A](#) of these Arrangements. The register contains a list of the vehicles and plant owned by the Shire of Gnowangerup and available for use in emergencies.

1.7.6. Response

The Shire of Gnowangerup recognizes [State EM Policy 5.12 "Funding for Emergency Responses"](#) which outlines financial arrangements in meeting costs with an emergency.



1.8. Community Consultation

A substantial portion of the Shire of Gnowangerup LEMC is comprised of local community members. All LEMC members were contacted and asked to submit feedback in relation to the draft arrangements.

1.9. Community Involvement

Community involvement in this review of the Shire of Gnowangerup LEMA consisted of the community members who serve on LEMC.

1.10. Community Awareness

The Gnowangerup LEMC makes every effort to increase community awareness of emergency management.

2. PART 2: PLANNING

2.1. Roles and Responsibilities

The following outlines descriptions and responsibilities of key positions or groups in relation to local community emergency management as outlined in the *Act* and [State EM Policy 2.4 - Emergency Management Districts and Appendix A – List of Emergency Management Roles and Responsibilities](#) of the State EM Policy.

Local Roles and Responsibilities

Local Role	Nominated Person	Description of responsibilities
Local Government	Shire of Gnowangerup	<p>The functions of Local Government in local emergency management are as follows (s.36 of the <i>Act</i>):</p> <ol style="list-style-type: none"> a) to ensure that effective local emergency management arrangements are prepared and maintained for its district (s 41(2) of the <i>Act</i>); b) to manage recovery following an emergency affecting the community in its district; c) to establish one or more local emergency management committees for its district; d) to make its emergency management arrangements available for inspection, free of charge, by members of the public during office hours; e) to keep a copy of its local emergency management arrangements at the offices of the local government, and; f) to perform other functions given to the Local Government under the <i>Act</i>. <p>Refer State EM Policy (SEMP) 2.5 and Appendix A for a full description of roles and responsibilities.</p>
Local Emergency Coordinator (LEC)	OIC Gnowangerup Police	<p>The LEC is appointed by the State Emergency Coordinator (Commissioner of Police) for a local government district (s 37 (1) of the <i>Act</i>). The LEC is a member of the LEMC and if they are not the delegated chairperson, they are then the deputy chairperson.</p> <p>At the local level the Officer in Charge (OIC) of Gnowangerup is the LEC and has the following functions under s.37 (4) of the <i>Act</i>:</p> <ol style="list-style-type: none"> a) to provide advice and support to the LEMC for the district in the development and maintenance of emergency management arrangements for the district. Under State EM Policy s 5.3 this may include: <ul style="list-style-type: none"> • providing advice and support to the HMA in support of effective coordination; particularly in multi-agency responses; • facilitating meetings, if required; • active participation in a ISG or an OASG; • assisting in the coordination of resources and information; and • facilitating information exchange at a local or district level.

		<p>b) to assist hazard management agencies in the provision of a coordinated response during an emergency in the district; and</p> <p>c) to carry out other emergency management activities in accordance with the directions of SEC.</p> <p>Refer State EM Policy 5.3 and Appendix A for a full description of roles and responsibilities</p>
Local Recovery Coordinator (LRC)	Shire Deputy CEO	To ensure the development and maintenance of effective recovery management arrangements for Local Government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident. See State EM Policy s 6.3

2.2. Local Emergency Management Committee (LEMC)

The Shire of Gnowangerup has established a Local Emergency Management Committee (LEMC) under section 38(1) of the [Emergency Management Act 2005](#) to oversee, plan and test the local emergency management arrangements.

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergencies management arrangements for the community.

The LEMC is not an operational committee, but rather the organisation established by the local government to assist in the development of local emergency management arrangements for its district.

The LEMC plays a vital role in assisting our communities become more prepared for major emergencies by

- Developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographics and geographic issues.
- They provide advice to Hazard Management Agencies to develop effective localised hazard plans providing multi-agency forum to analyse and treat local risk.
- Providing a forum for multi-agency stakeholders to share issues and learnings to ensure continuous improvement.

The LEMC membership includes local government representatives and the Local Emergency Coordinator. Relevant government agencies and other statutory authorities will nominate their representatives to be members of LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.

2.2.1. LEMC Membership

LEMC Chairman	President - Shire of Gnowangerup
Deputy Chairman	Deputy President- Shire of Gnowangerup;
Chief Executive Officer	Shire of Gnowangerup
DFES	District Emergency Management Advisor
DFES	DFES District Officer – Great Southern Region
Gnowangerup Police	Officer In Charge
Recovery Coordinator	Deputy CEO, Shire of Gnowangerup
Deputy Recovery Coordinator	Councillor – Shire of Gnowangerup
Manager of Works	Shire of Gnowangerup
Community Development Coordinator	Shire of Gnowangerup
Corporate Services Officer	Shire of Gnowangerup (Agenda and Minutes officer)
Chief Bush Fire Control Officer	Shire of Gnowangerup Volunteer Bushfire Brigade
WACHS Great Southern	Director of Nursing / Health Service Manager
Gnowangerup Hospital	Gnowangerup Health Service
SES	Gnowangerup State Emergency Service
St John Ambulance	Regional Manager, Great Southern Community Paramedic, Great Southern –
Department for Communities	District Emergency Services Officer Great Southern District
Gnowangerup District High School	Principal
Borden Primary School	Principal
Ongerup Primary School	Principal
Department of Biodiversity, Conservation and Attractions	Stirling Ranges Park Ranger

2.2.2. LEMC Officers Responsibilities

Local Role	Nominated Person	Description of Responsibilities
LEMC Chair	Shire President	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken.
LEMC Deputy Chair	OIC Gnowangerup	In the absence of the LEMC Chair, provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken. The LEMC Deputy Chair is the Local Emergency Coordinator
LEMC Administration Officer	Shire of Gnowangerup Corporate Services Officer	<p>Provide secretariat support including:</p> <ul style="list-style-type: none"> • meeting agenda • minutes and action lists • correspondence • maintain committee membership contact register <p>Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including:</p> <ul style="list-style-type: none"> • completion and submission of the Annual Preparedness Survey • Maintain Local Emergency Management Arrangement (LEMA) <p>Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and</p> <p>Participate as a member of sub-committees and working groups if required.</p>

2.2.3. LEMC Constitution and Procedures

The LEMC shall meet every three (3) months as required ([State EM Preparedness Procedure 7](#)). Each meeting of the LEMC should consider, but not to be restricted to, the following matter, as appropriate:

(a). Every meeting:

- i. Confirmation of local emergency management arrangements contact details;
- ii. Review any post-incident reports and post exercise generated since the last meeting;
- iii. Progress of emergency risk management process;
- iv. Progress of treatment strategies arising from emergency risk management process;
- v. Progress of development or review of local emergency management arrangements; and
- vi. Other matters determined by the local government

(b). First calendar quarter (March)

- i. Development and approval of next financial year LEMC exercise schedule (to be forwarded to the relevant DEMC);
- ii. Begin developing a business plan.

(c). Second calendar meeting (June)

- i. Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report (complete annual preparedness survey and submit by required date);
- ii. Finalisation and approval of annual business plan.

(d). Third calendar quarter (September)

- i. Identify emergency management projects for possible grant funding.

(e). Fourth calendar quarter (December)

- i. National and State funding nominations

The LEMC shall determine other procedures as it considers necessary.

2.2.4. Meeting Schedule

The LEMC shall meet as determined by the Executive Officer on the first Thursday of every March, June, September and December.

2.2.5. Annual Reporting

The annual report of each LEMC is to be completed and submitted to the relevant DEMC within 2 weeks of the end of the financial year for which the annual report is prepared. LEMCs are required to submit a signed hard copy of the annual report to the Executive Officer of the relevant DEMC.

Annual reports must be completed in accordance with the templates provided in [State EM Preparedness Procedure 17](#).

The annual report is also to be forwarded to the SEMC Business Unit in electronic form. The electronic copy of the LEMC annual report is to be in MS Word format (.doc).

The title of the electronic copy is to be "**LEMC Annual Report**". (For example, "Kalamunda LEMC Annual Report 2013- 2014") The LEMC annual report is to contain, for the reporting period:

- a description of the area covered by the LEMC;
- a description of activities undertaken by it, including:
 - the number of LEMC meetings and the number of meetings each member, or their deputy, attended;
 - a description of emergencies within the area covered by the LEMC involving the activation of an Incident Support Group (ISG);
 - a description of exercises that exercised the local emergency management arrangements for the area covered by the LEMC;
 - the level of development of the local emergency management arrangements for the area covered by the LEMC (e.g. draft, approved 2014, under review, last reviewed 2013);
 - the level of development of the local recovery plan for the area covered by the LEMC;
 - the progress of establishing a risk register for the area covered by the LEMC; and
 - a description of major achievements against the LEMC Annual Business Plan;
- the text of any direction given to it by:
 - the local government that established it;
- the major objectives of the annual business plan of the LEMC for the next financial year.

2.2.6. Annual Business Plan

State EM Policy 7.1 "Annual Reporting" provides each LEMC will complete and submit to DEMC an annual report at the end of each financial year. One of the requirements of the Annual Report is to have a Business Plan ([State EM Preparedness Procedure 17](#)).

It is acknowledged that from time to time the SEMC will establish a template Annual Business Plan for use by all LEMC's.

2.3. Agency Roles and Responsibilities

In the event of an emergency, the local government will need to liaise with a range of state agencies who will be involved in the operational aspects of the emergency. The following table summarises the key roles:

Agency Roles	Description of responsibilities
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency.</p> <p>The function of a Controlling Agency is to:</p> <ul style="list-style-type: none"> • Undertake all responsibility as prescribed in Agency specified legislation for Prevention and Preparedness. • Control all aspects of the response to an incident. <p>During Recovery the Controlling Agency will ensure effective transition to recovery.</p>
Hazard Management Agency (HMA)	<p>A hazard management agency is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' (<i>Emergency Management Act 2005 s4</i>)</p> <p>The HMAs are prescribed in the Emergency Management Regulations 2006.</p> <p>Their function is to:</p> <ul style="list-style-type: none"> • Undertake responsibilities where prescribed for these aspects (EM Regulations) • Appoint Hazard Management Officers (s55 Act) • Declare / revoke emergency situation (s 50 & 53 Act) • Coordinate the development of the State Hazard Plan (Westplan) for that hazard (State EM Policy Section 1.5) • Ensure effective transition to recovery by local government
Combat Agency	<p>A Combat Agency as prescribed under subsection (1) of the <i>Emergency Management Act 2005</i> is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency</p>
Support Organisations	<p>A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (State EM Glossary)</p>

2.4. Emergency Risk Management

Risk management is a critical component of the emergency management process. Building a sound understanding of the hazards and risks likely to impact the community enable local governments and LEMCs to work together to implement treatments. This process helps to build the capacity and resilience of the community and organisations which enable them to better prepare for, respond to and recover from a major

emergency. The process and mandate for local governments to undertake risk management is detailed in State EM Policy Section 3.2.

2.5. Shire Emergency Risk Register Development

Under the Act and State EM Policy 3.2, each local government is required to undertake an assessment of the hazards likely to occur within its district.

Hazards identified most likely to occur within the Shire of Gnowangerup district is:

- Flood
- Fire (bushfire)
- Chemical substance (Hazmat)
- Roadcrash
- Storm
- Biosecurity

On the 10th April 2018 and the 6th September 2018 the LEMC attended workshops to determine the level of risk from each hazard.

2.5.1. Assessment Outcomes & Profile Analysis

A total of 240 risks were examined across the six hazards. Risks were rated as follows;

Risk Rating	Number of Risks
Extreme	14
High	60
Medium	45
Low	85
Very Low	6
Not Applicable	13

Table 1: Risk Rating Snapshot

Number Requiring Treatment	Number to Consider Treating	Monitor & Review
74	45	31

Table 2: Risk Status

Further workshops will be conducted during the course of 2019 to discuss the risk treatment options.

A complete copy of the Risk Assessment Results Summary can be found as [Appendix B](#) of this document.

2.6. Critical Infrastructure

Please see complete list of critical infrastructure for the Shire in [Appendix F](#) of this document.

3. PART 3: SUPPORT TO RESPONSE

3.1. Emergencies Likely to Occur

The ERM Process identified six (6) major hazards within the Shire of Gnowangerup as perceived by the community. The following table indicates the six major hazards that are a source of risks to the community, the responsible HMA, HMA representation at Local and District levels, and the relevant WESTPLAN, Regional and/or Local Plans in place.

Hazard	Controlling Agency	HMA	Local Combat Role	Local Support Role	WESTPLAN	Local Plan
Bushfire	DFES Shire DBCA	DFES Commissioner	DFES Shire DBCA	Shire VBFBs Owner Occupiers	STATE HAZARD PLAN - FIRE (INTERIM)	
Storm	DFES	DFES	DFES Great Southern Shire	Shire SES – SoG Shire VBFBs	WESTPLAN STORM	
Flood	DFES	DFES Commissioner	DFES Great Southern	Shire SES – SoG Shire VBFBs	WESTPLAN FLOOD	
Road Crash	WAPF	Commissioner of Police	Gnowangerup Police	SES - SoG St John Ambulance Main Roads Shire	STATE HAZARD PLAN - CRASH EMERGENCY	
Hazardous Materials	DFES	DFES	DFES	Shire VBFB's SES Shire WAPF	STATE HAZARD PLAN – HAZARDOUS MATERIALS EMERGENCIES (HAZMAT)	
Biosecurity	DPIRD	DPIRD	DPIRD Great Southern	DPIRD Albany SoG EHO	STATE HAZARD PLAN - ANIMAL AND PLANT BIOSECURITY	

These arrangements are based on the premise that the Controlling Agency responsible for the above risks will develop, test and review appropriate emergency management plans for their hazard.

3.2. Coordination of Emergency Operations

It is recognised that the HMA's, CA's and Combat Agencies may require SoG resources and assistance in emergency management. The Shire of Gnowangerup is committed to providing assistance/support if the required resources are available through the ISG when and if formed.

3.3. Incident Support Group (ISG)

The ISG is convened by the Controlling Agency appointed Incident Controller to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

3.3.1. Triggers for an ISG

The triggers for an incident support group are defined in State EM Policy Statement 5.2.2 and State EM Plan Section 5.1. These are;

- (a). where an incident is designated as Level 2 or higher;
- (b). multiple agencies need to be coordinated.

Event Level	Local Response
Level 1 (No significant issues, single agency response, minimal community impact)	Provide such assistance as may be required to support the resolution of an incident at the local level including: <ul style="list-style-type: none"> • Personnel • Equipment • Local knowledge and advice
Level 2 (Multi agency response, protracted duration, requires coordination of multi-agency resources, medium impact, may be declared an Emergency situation)	Provide such assistance as may be required to support the resolution of an incident at the local level including: <ul style="list-style-type: none"> • Personnel • Equipment • Local knowledge and advice Where an ISG is formed: <ul style="list-style-type: none"> • Provide a Local Government Liaison Officer • Make available to the HMA local facilities designated in this plan such as evacuation centres.
Level 3 (Requires significant multi-agency response. Significant impact on community, declaration of Emergency Situation or State of Emergency)	Provide such assistance as may be required to support the resolution of an incident at the local level including: <ul style="list-style-type: none"> • Personnel • Equipment • Local knowledge and advice Where an ISG is formed: <ul style="list-style-type: none"> • Provide a Local Government Liaison Officer Make available to the HMA local facilities designated in this plan such as evacuation centres.

Table: Definitions of Response Levels

3.3.2. Membership of an ISG

The Incident Support Group is made up of agencies' representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to be liaison officers on the Incident Support Group.

The recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow, situational awareness and handover to recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

3.3.3. Frequency of Meetings

The frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident.

Coordination is achieved through clear identification of priorities and objectives by agencies sharing information and resources.

3.3.4. Location of ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable locations where it can meet within the District.

Location One

Shire of Gnowangerup Administration Centre

Address: 28 Yougenup Road Gnowangerup WA 6335

	Name	Phone	Phone
1st Contact	Shelley Pike	9827 1007	
2nd Contact	Vin Fordham Lamont	9827 1007	
3rd Contact	Yvette Wheatcroft	9827 1338	

Location Two

Borden Pavilion

Address: Stone St BORDEN WA 6338

	Name	Phone	Phone
1st Contact	David Bungey	XXXXX	
2nd Contact	Laura Page	XXXXX	

Location Three

Yongergnow-Ongerup Community Resource Centre

Address: Eldridge St ONGERUP WA 6336

	Name	Phone	Mobile
1st Contact	Rebecca Brady	08 9828 2325	
2nd Contact	Jan Savage	08 9828 2325	

3.4. Media Management and Public Information

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the Controlling Agency.

Shire of Gnowangerup

Section 2.8(1)(d) of the Local Government Act 1995 stipulates that the Mayor or President speaks on behalf of the Local Government however the Mayor or President may delegate his authority to the Chief Executive Officer under Section 5.41(f).

Shire of Gnowangerup Policy No. 2.4 “Communications and Social Media Policy” specifies that no contact between the media and any employee (other than the CEO) is permitted.

Any information for release to the media or public must be approved by the CEO. Statements to the press on behalf of the Shire shall only be made by the President or CEO.

3.4.1. Public Warning Systems

During times of an emergency one of the most critical components of managing an incident is getting information to the public in a timely and efficient manner. This section highlights local communication strategies.

DFES Public Information Line

During an emergency where life or property is under threat, information is available by calling the DFES public information line on:

- 13 DFES (13 3337),
- online via the Emergency WA website (<https://www.emergency.wa.gov.au/>); and
- by listening to local radio news bulletins.

Bureau of Meteorology

The Bureau of Meteorology (BOM) provides weather warning information to the public. The warning services provided include; fire weather warnings, severe thunderstorms and general severe weather warnings, flood warnings and other warning or alerts. The information provided in a weather warning includes the type of warning issued, when and where they are issued and samples of the individual warnings.

The BOM site also provides current weather radar displays, satellite images, weather charts and weather observations. Contact details are as follows:

- WA BOM 08 9263 2222
- Albany Field Station 08 9842 2616
- Website: <http://www.bom.gov.au/wa/>

3.4.2. Local Systems

SMS – The Shire operates an SMS system, primarily for the Bush Fire network; however, this has the ability to reach a large portion of the local community in a timely manner. Access to the system is via the Shire of Gnowangerup through the following contacts:

Manager Works: 0439 791 925
Senior Finance Officer: XXXXX

RADIO

Radio is the most immediate communication tool and is used to provide essential information, such as location, direction of fire or cyclone, timing, etc. ABC local radio undertakes emergency broadcasting during its programs when requested (quarter to and quarter past the hour when activated).

ABC local radio will broadcast an emergency immediately, repeatedly and for as long as necessary. WAPOL or an authorised representative of a HMA can request this in order to notify listeners that a significant emergency is occurring in their area. The alerts are only to be issued under strict instruction.

ABC Local Radio 630AM

ABC Great Southern: 08 984 24011

ABC enquiries: 13 9994

SMS: 0448 922 604 (Standard SMS/MMS costs apply. Please contact your service provider for details on charges from your phone.)

Other ABC Local Radio Stations

Wagin: 08 9861 3311

Bunbury: 08 9792 2711

Other Radio

Radio West/Hot FM: 9791 2359

Public Information Boards

For protracted incidents, it may be possible to utilize public information bulletin boards displayed in prominent positions in the three towns and the Shire Administration building. The information presented is likely to be general information aimed at reducing the amount of resources expended upon providing information to the general public.

3.5. Traffic Management and Road Closures

Road closures, whether partial or full, are to be conducted in accordance with [State EM Plan 5.3.3 – Traffic Management During Emergencies](#). The management of traffic, including the welfare of persons affected, is the responsibility of the HMA and must be carefully considered by the IC.

[SEMC's Traffic Management During Emergencies Guideline](#) is provided to agencies having a traffic management role and is to be used by emergency management agencies, Main Roads staff, Local Government staff and traffic management contractors when developing agency specific internal procedures.

The IC has final authority regarding the re-opening of roads. The principles and processes for re-opening roads, closed during an incident response, are addressed below:

- **Principles**
 - A risk assessment must precede any decision to re-open a road.
 - Roads may be re-opened progressively
 - Generally, roads should not be re-opened during hours of darkness.
 - The practice of alternately closing then opening roads should be avoided.
 - The IC should return the road to the network operator (Main Roads, LGA, DEC or private owner) for re-opening, not re-opened by the HMA.

- **Process:**
 - IC determines that the road can be safely re-opened.
 - IC formally returns road to the network operator.
 - The network operator formally accepts control from the IC.
 - Network operator conducts a full safety survey of the road, if necessary in company with the Controlling Agency response vehicle.
 - Network operator assesses damage to road pavement, structures, lines and signs.

- Based on the damage assessment, the network operator:
 - Re-opens the road without restriction at a time specified and removes detours.
 - Maintains the road closure due to critical damage to infrastructure and maintains the established detours.
 - Re-opens the road with specified vehicles class restrictions.
 - Re-opens the road with speed restrictions.
 - Provides public notification of the road status and condition.

The Shire's Manger of Works will determine the most appropriate traffic management strategy on behalf of the Shire following hand back from the HMA.

3.6. Arrangements

State EM Policy Section 5.12, State EM Plan Section 5.4 and 6.10 and State EM Recovery Procedures 1-2) outlines the responsibilities for funding during multi- agency emergencies. While recognising the above, the Shire of Gnowangerup is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately an emergency event requiring resourcing, by the Shire of Gnowangerup occurs, to ensure the desired level of support is achieved.



4. PART 4: EVACUATION AND WELFARE

4.1. Evacuation

Circumstances may arise where there may be the need to partially or totally evacuate or relocate the population of a particular area within the Shire of Gnowangerup. Refer to [State EM Policy 5.7.8 and 5.7.9](#).

Evacuation can be either:

Controlled – The decision to undertake a controlled evacuation must be made by the Controlling Agency or an authorised officer who will determine if the evacuation is to be recommended (voluntary) or directed (compulsory).

Directed – A HMA/Controlling Agency may issue a direction for people and/or animals to evacuate/be evacuated with which they are obliged to comply in circumstances where it is believed there is an imminent and real threat to life should they remain.

Recommended – A controlled evacuation whereby a HMA/Controlling Agency provides advice to members of the community that they are to evacuate, when the IC believes this represents the best option to mitigate the effects of an emergency on a community, based on the agency's risk assessment at that time, but where the risk is not perceived as extreme/imminent.

All evacuations shall be managed in accordance with the [State EM Plan 5.3.2](#).

Reference can also be made to the [WA Community Evacuation in Emergencies Guideline](#).

4.2. Evacuation Management

The Controlling Agency (CA) is responsible for planning, communicating and affecting the evacuation and ensuring that the welfare of the evacuees is maintained. The CA is also responsible for ensuring the safe return of evacuees. Majority of the hazards are the responsibility of DFES and WA Police take on the role of the supporting the CA.

Whenever evacuation is being considered, the Department of Communities must be consulted during the planning stages. This is because the Department of Communities have a responsibility under state arrangements to maintain the welfare of evacuees under [State Emergency Welfare Plan](#).

4.2.1. Emergency Evacuation Centres (locations and facilities)

The SoG has identified a number of facilities within the Shire of Gnowangerup which may be suitable evacuation/welfare centres. These centres are activated as required at the request of the CA.

For further information on the Shire's welfare centres please see [Appendix D. Table D1.13 "AREA PER PERSON ACCORDING TO USE"](#) can assist in determining the length of time and number of people the evacuation/welfare centre can facilitate. See **Appendix D** for table.

4.2.2. Special Needs Groups

The following lists of community groups can be described as potentially requiring assistance in the event of an emergency and special consideration may need to be given to them during an evacuation:

Name	Address	Contact	No People
Gnowangerup District High School	Yougenup Road GNOWANGERUP WA 6335	Principal 9827 2100	200
Woodthorpe School	Lot 203 Yougenup Rd GNOWANGERUP WA 6335	Principal 9827 1131	30
Aged Care Facility	Gnowangerup Hospital Mallee Springs Yougenup Rd GNOWANGERUP WA 6335	Helen Mackay 9827 2222 A/H 0427 271 003	20
Ongerup Primary School	Carpenter St OINGERUP WA 6336	Principal 9828 2033	45
Ongerup Occasional Daycare	Ongerup Community Centre	Nobarach Daycare	One day per week
Borden Primary School	Stone St BORDEN WA 6338	Principal 9828 1031	45
Borden Day Care	Borden Pavilion	Nobarach Daycare	One day per week

4.2.3. Routes & Maps

Copies of town maps for Gnowangerup, Borden and Ongerup can be found under:

[Appendix E](#)

4.2.4. Animals (including assistance animals)

There are no animal management facilities such as pounds or kennels available in the Shire.

Assistance animals will be welcomed into welfare centres. Other animals will need to be managed on a case by case basis. The Shire Ranger may be available to assist with this matter dependant on the incident.

4.3. Welfare

4.3.1. Local Emergency Management Plan for the Provision of Welfare Support

The Department of Communities has the role of managing welfare. The Shire of Gnowangerup falls under the Albany district of the Department of Communities. They have developed a Local Emergency Management Plan for the Provision of Welfare Support, which aims to prescribe the arrangements for the provision of welfare support services during emergencies. The plan is available from the Shire of Gnowangerup and/or the Department of Communities. The plan contains private contact details of key personnel and is not for public distribution.

4.3.2. Local Welfare Coordinator

The Local Welfare Coordinator for the Shire of Gnowangerup is the Team Leader from the Albany Department of Communities Office. Their contact details can be found in the Contacts and Resources section.

4.3.3. Local Welfare Liaison Officer

The Chief Executive Officer will be the primary Liaison Officer. If the CEO is not available, the Community Development Coordinator will fill this role.

This role will provide assistance to the Local Welfare Centre, including appointing dedicated staff to assist with opening, closing, security and maintenance of the evacuation centres.

4.3.4. Register. Find. Reunite

When a large scale emergency occurs and people are evacuated or become displaced, one of the areas Department of Communities has responsibility for is recording who has been displaced and placing the information onto a National Register. This primarily allows friends or relatives to locate each other.

Because of the nature of the work involved Department of Communities have reciprocal arrangements with the Red Cross to assist with the registration process. If the Red Cross is unavailable, the Shire of Gnowangerup will administrate the registration process.

4.4. Welfare Centres

See evacuation centres for full details. Centres that may be considered are:

- Gnowangerup Sporting Complex
- Borden Pavilion
- Ongerup Sporting Complex

4.4.1. Opening and Coordination of Welfare Evacuation Centres

The Department of Communities (Communities) has legislated responsibility under WA Emergency Management Arrangements for the coordination and provision of services to evacuated community members during and after an emergency/disaster.

In many cases this will require the opening of a Welfare Evacuation Centre (Evacuation Centre) to provide evacuees with a safe place to relocate to, until they are able to return home or find alternative safe places.

There is a provision under WA Emergency Management Arrangements for the Local Government in the area affected by the emergency/disaster to take the lead role in the coordination and operation of the Evacuation Centre, until such time as Communities are able to arrive at the centre and assume responsibility for coordination and service provision.

The Controlling Agency, together with the Local Government and Department of Communities will determine when and where the opening of an evacuation centre may be required. If not present, the Dept. of Communities should be contacted immediately and advised of the decision to stand up the evacuation centre.

Local government staff or LEMC members may be asked to open a Welfare Centre and manage it until Department of Communities staff arrive. A Guide and Checklist has been provided by the Department of Communities to assist with process.

The LG staff or LEMC members will provide a handover to Communities staff on their arrival at the Evacuation Centre. Communities may require assistance with coordinating of tasks, such as provision of food etc.

4.4.2. Shire Emergency Activation Kits

Two emergency activation kits have been prepared, which contain a number of resources and forms required for the operation of an evacuation centre. The kits are located at the following venues

- Shire of Gnowangerup Administration Office
- Gnowangerup Depot

A copy of this LEMA and the activation kits in both hardcopy and electronic copy (USB) are also in the activation kits.

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5. PART 5 – RECOVERY

Please refer to the Shire of Gnowangerup Local Recovery Arrangement Plan for full details. The Recovery Management Plan forms a sub-plan to these Arrangements



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6. PART 6: EMERGENCY CONTACT DIRECTORY

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The following contact details are provided for emergency use only and should not be disclosed under any circumstances without expressed consent having obtained

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7. PART 7: EXERCISING AND REVIEWING

7.1. Aim of Exercising

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

The exercising of a HMA's response to an incident is an HMA responsibility however it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions, and
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

7.1.1. Frequency of exercising

[State EM Policy section 4.8](#), [State EM Plan 4.7](#) and [State EM Preparedness Procedure 19](#) outline the State's arrangements for EM exercising, including the requirement for LEMAs to exercise their arrangements on at least an annual basis.

7.1.2. Types of Exercises

Some examples of exercise types include:

- Desktop/discussion
- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency.
- Operating procedures of an Emergency Coordination Centre; or
- Locating and activating resources on the Emergency Resource Register.

7.1.3. Reporting of exercises

Each LEMC reports their exercise schedule to the relevant DEMC by the 1st May each year for inclusion in the DEMC report to the Exercise Management Advisory Group (EMAG).

Once the exercise has been completed, post exercise reports should be forwarded to the DEMC to be included in reporting for the SEMC annual report.

7.2. Review of Local Emergency Management Arrangements

The Local Emergency Management Arrangements (LEMA) shall be reviewed in accordance with State EM Policy section 2.5 and amended or replaced whenever the local government considers it appropriate (s42 of the Act). However, according to State EM Preparedness Procedure 8, the LEMA (including recovery plans) are to be reviewed and amended in the following situations:

- After an event or incident requiring the activation of an Incident Support Group or an incident requiring significant recovery coordination; and
- An entire review is undertaken every five (5) years, as risks might vary due to climate, environmental and population changes.

The Executive Officer of the LEMC shall be responsible for carrying out and distributing any reviews.

7.2.1. Review of Local Emergency Management Committee membership

The Shire of Gnowangerup in consultation with the parent organisation of members shall determine the term composition of LEMC positions.

7.2.2. Review of Resources Register

The Executive Officer shall have the resources register checked and updated on an annual basis, ongoing amendments occur at each LEMC meeting.

7.3. Annual Reporting

The annual report of the LEMC is to be completed and submitted to the DEMC within two weeks of the end of the Financial Year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the annual report to the Executive Officer at DEMC.

The information provided by the LEMC annual report is collated into the SEMC Annual Report which is tabled in Parliament.

The SEMC issue the annual report template.

APPENDIX A

Resources

STRICTLY CONFIDENTIAL

NOT FOR PUBLIC DISTRIBUTION

The following resource details are provided for emergency use only and should not be disclosed under any circumstances without expressed consent having obtained

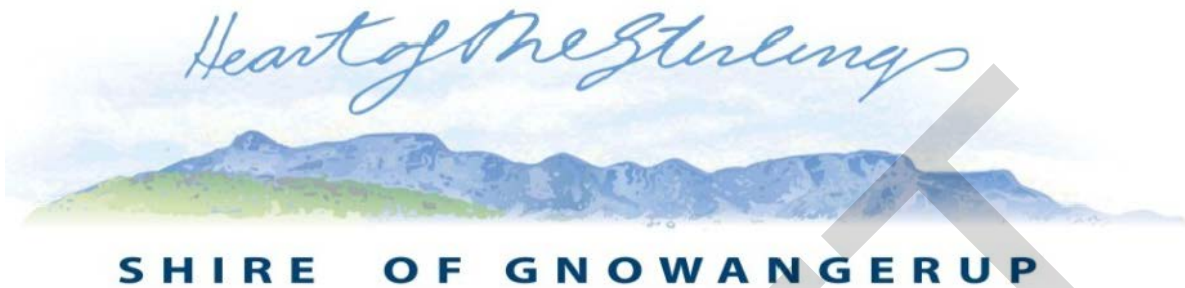
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APPENDIX B

Risk Assessment Results Summary



**Shire of Gnowangerup
Local Emergency Management Committee
Risk Assessment Results Summary**

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Background:

Under the Emergency Management Act 2005 and State Emergency Management Policy, each local government is required to undertake an assessment of the hazards likely to occur within its district. The Gnowangerup Local Emergency Management Committee (LEMC) had identified the hazards of Flood, Fire (bushfire) Chemical substance (Hazmat), Roadcrash, Storm and Biosecurity as the most likely to occur within the district.

On the 10th April 2018 and the 6th September 2018 the committee attended workshops to determine the level of risk from each hazard. The following agencies attended the workshop;

Workshop 1 <ul style="list-style-type: none">• Floods• Storm• Biosecurity	Workshop 2 <ul style="list-style-type: none">• Roadcrash• Bushfire• Hazmat
Attendees <ul style="list-style-type: none"><input type="checkbox"/> Keith House (LEMC Chair)<input type="checkbox"/> Fiona Gaze<input type="checkbox"/> Adam Smith<input type="checkbox"/> Lex Martin<input type="checkbox"/> Neville Blackburn<input type="checkbox"/> Andrew Brooker<input type="checkbox"/> Mark Bruce<input type="checkbox"/> Janette Hindmarsh<input type="checkbox"/> Casandra Hughes<input type="checkbox"/> Robyn Millar<input type="checkbox"/> Yvette Wheatcroft<input type="checkbox"/> Tracey Keown<input type="checkbox"/> Vin Fordham Lamont<input type="checkbox"/> Yvette Wheatcroft<input type="checkbox"/> Anrie van Zyl	Attendees <ul style="list-style-type: none"><input type="checkbox"/> Fiona Gaze<input type="checkbox"/> Adam Smith<input type="checkbox"/> Les Nayda<input type="checkbox"/> Carli Rooney<input type="checkbox"/> Paul Tholen<input type="checkbox"/> Mark Bruce<input type="checkbox"/> Andrew Brooker<input type="checkbox"/> Tracey Keown<input type="checkbox"/> Vince Hilder<input type="checkbox"/> Robyn Millar<input type="checkbox"/> Robyn Mortem<input type="checkbox"/> Vin Fordham Lamont<input type="checkbox"/> Yvette Wheatcroft<input type="checkbox"/> Anrie van Zyl

The workshop utilised the WA Risk Register Tool and the tailored Consequence Table for the Shire of Gnowangerup provided on the State Emergency Management Committee website.

Assessment Outcomes & Profile Analysis

A total of 240 risks were examined across the six hazards. Risks were rated as follows;

Risk Rating	Number of Risks
Extreme	14
High	60
Medium	45
Low	85
Very Low	6
Not Applicable	13

Table 1: Risk Rating Snapshot

Number Requiring Treatment	Number to Consider Treating	Monitor & Review
74	45	31

Table 2: Risk Status

Risks in relation to the State Core Objectives are;

Level of Risk	State Core Objectives				
	People	Economy	Public Administration	Social Setting	Environment
Extreme	6	7	1	0	0
High	11	23	17	5	0
Medium	1	14	17	10	3
Low	1	10	20	35	11
Very Low		3	2	1	

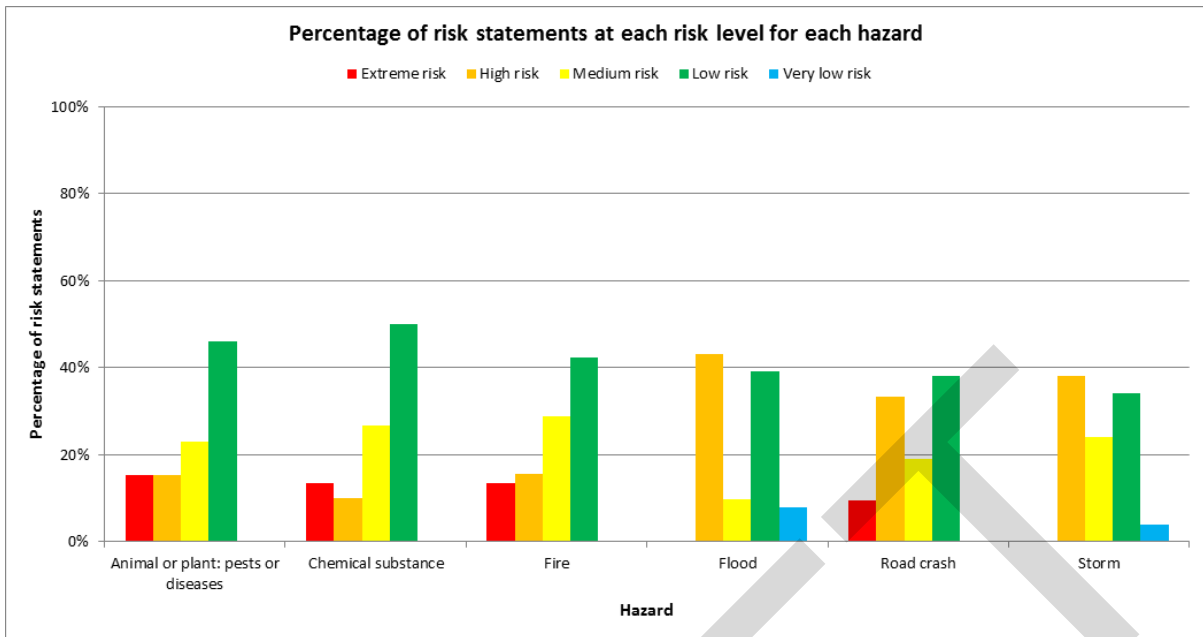
Common Themes

Common themes relating to **extreme** risks include;

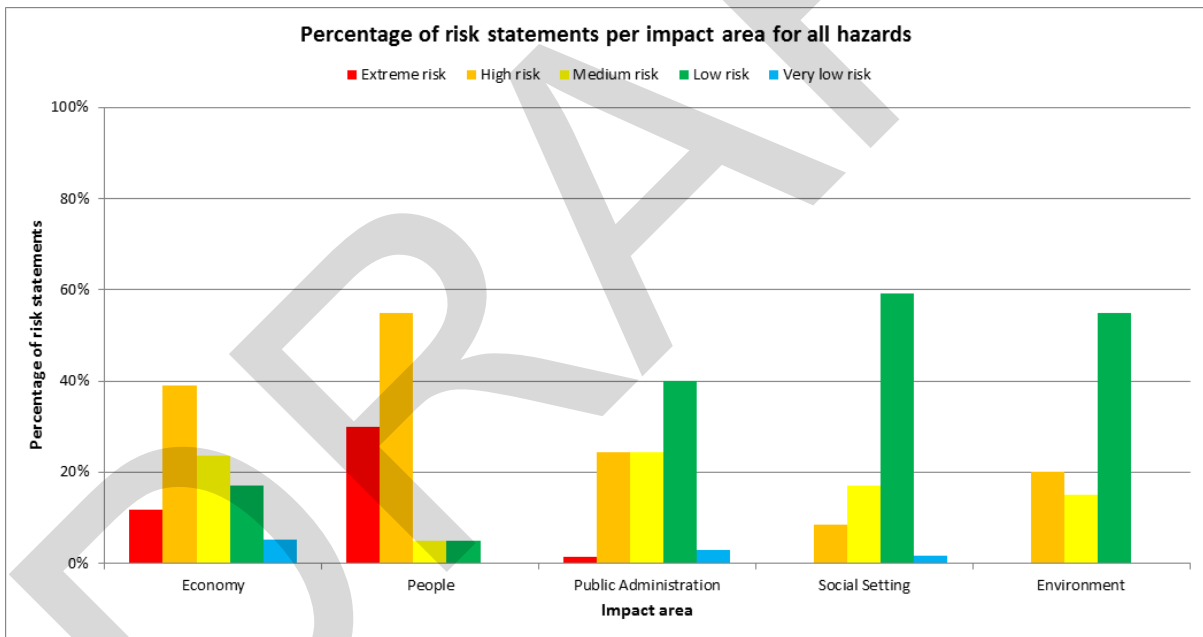
- Risks to the **economy** through assets, infrastructure, crops and livestock as a result of fire.
- Risks **people** through a significant chemical substance (hazmat) incident in town.
- Risk to the economy through the impact of a biosecurity event impacting local businesses and crops.

Id	Risk statement	Hazard	Impact area	AEP	Maximum consequence	Percentage likelihood of risk statement occurring	Confidence level	Auto generated likelihood level	Auto generated risk level		Auto generated priority level		Risk assessment comments	Treatment action	
									Sort risk	Unsort risk	Sort priority	Unsort priority		Sort treatment	Unsort treatment
53	will impact commercial buildings, contents and services, resulting in financial losses.	Fire	Economy	0.01980	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
59	will result in recovery activities, resulting in costs to local government.	Fire	Economy	0.01980	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
62	will impact agricultural industry infrastructure (e.g. fencing, machinery, grain stores etc.), resulting in recovery costs and/or financial losses.	Fire	Economy	0.01980	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
63	will impact on livestock (e.g. through death/injury/lack of pasture), resulting in financial losses.	Fire	Economy	0.01980	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
64	will impact on crops/cropping/plantations (and consequently expected harvests), resulting in financial losses.	Fire	Economy	0.01980	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
79	will impact the health of people and cause injury and/or serious illness.	Fire	People	0.01980	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
114	will impact emergency service response buildings and facilities, impacting the ability to maintain core services.	Chemical substance	Public Administration	0.01600	Catastrophic	100%	High	Unlikely	Extreme		2	SJA & WaPol cant access buildings	Treat (Recommended action)		
121	will impact the health of people and cause injury and/or serious illness.	Chemical substance	People	0.01600	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
122	will cause emergency services (including ambulance and medical transport services such as RFDSWA) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	Chemical substance	People	0.01600	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
123	will cause health services (e.g. ICU units, hospitals, remote nursing posts, small country hospitals, clinics) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	Chemical substance	People	0.01600	Catastrophic	75%	High	Unlikely	Extreme		2		Treat (Recommended action)		
151	will impact the health of people and cause death(s).	Road crash	People	0.03036	Catastrophic	90%	High	Unlikely	Extreme		2		Treat (Recommended action)		
152	will impact the health of people and cause injury and/or serious illness.	Road crash	People	0.03036	Catastrophic	100%	High	Unlikely	Extreme		2		Treat (Recommended action)		
217	will impact on crops/cropping/plantations (and consequently expected harvests), resulting in financial losses.	Animal or plant: pests or diseases	Economy	0.01324	Catastrophic	100%	High	Unlikely	Extreme		2		Treat (Recommended action)		
218	will disrupt business activities, resulting in financial losses.	Animal or plant: pests or diseases	Economy	0.01324	Catastrophic	100%	High	Unlikely	Extreme		2		Treat (Recommended action)		

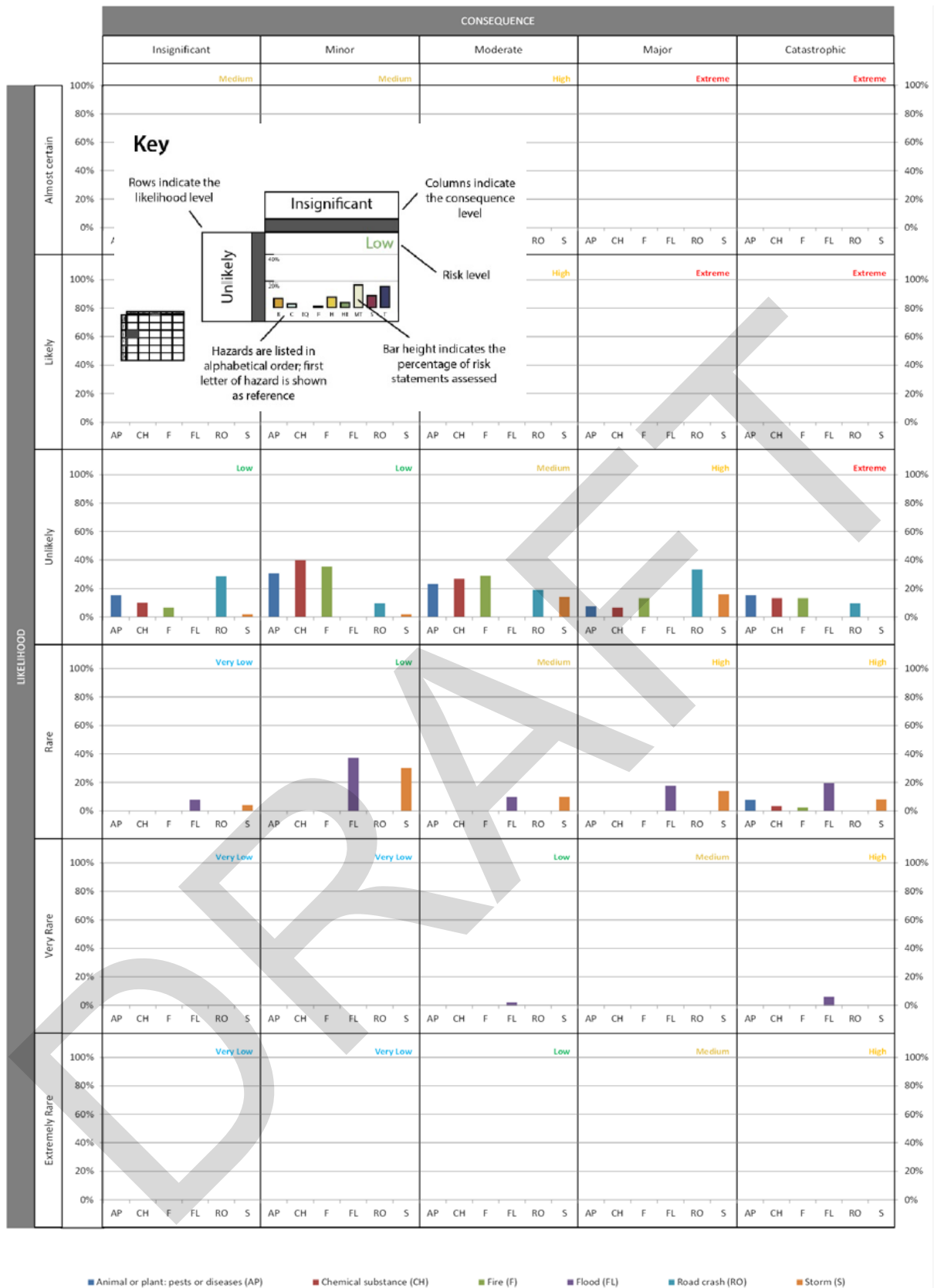
Table 3: Risk Statements for the Shire of Gnowangerup rated Extreme.



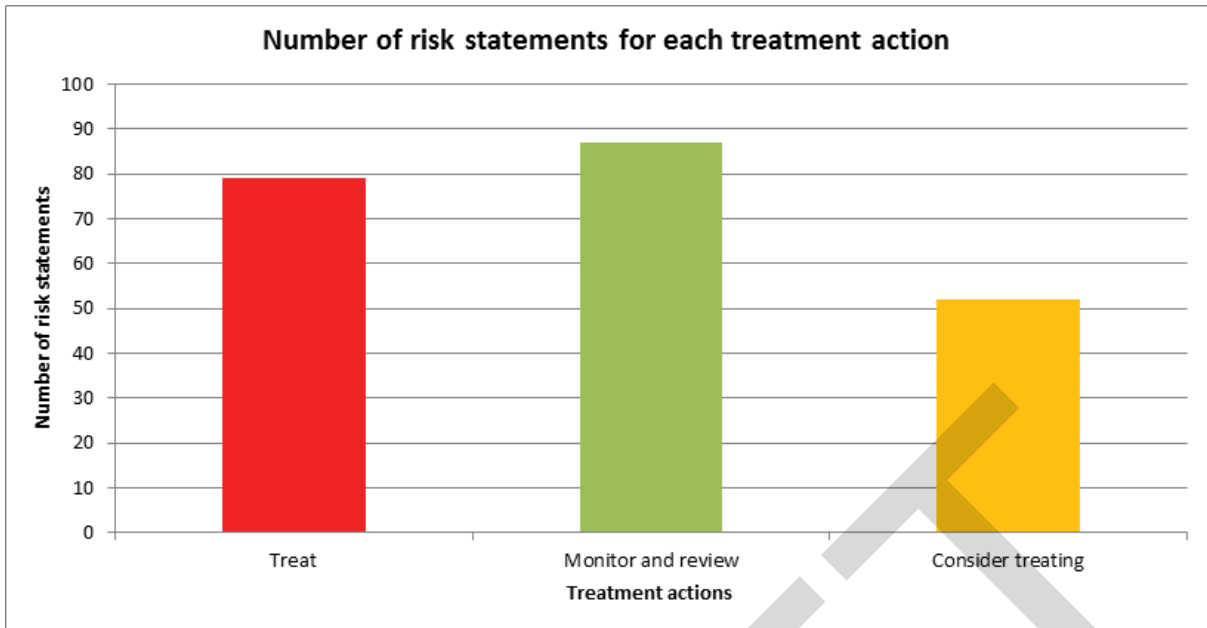
Graph 1: Showing the percentage of risk statements rated for each hazard



Graph 2: Showing the percentage of risk statements per impact area for each hazard



Graph 3: Showing the risk profile for the Shire of Gnowangerup. This graph shows the risks plotted against the risk matrix. Along the top is the consequence level from Insignificant to Catastrophic. Along the left side is the likelihood level from Extremely Rare (less likely) to Almost Certain (more likely). In the top right corner of each box is the Risk Level. The boxes in the lower left are Very Low Risk going to Extreme Risk in the top right corner. The bars show the percentage of risk statements for each hazard for that box's consequence and likelihood level.



Graph 4: Showing the number of risk statements requiring action

Next Steps:

There are now two further stages required to continue the risk management process for the Shire of Gnowangerup:

Step 1: 45 risks have been identified as 'Consider Treating', this means the LEMC will need to consider each risk to determine if it will either 'Treat' the risk or 'Monitor and Review' the risk.

Step 2: Treat Risks – this will be the process of determining and selecting treatments for the identified risks which require treatment.

Attachment 1: Shire of Gnowangerup Consequence Table

Gnowangerup Consequence Table

	Insignificant	Minor	Moderate	Major	Catastrophic
People*					
Mortality	Not Applicable	At least 1 death	At least 1 death	At least 1 death	At least 1 death
Injuries / Illness	1 serious injury or any minor injuries.	1 person critically injured with long-term or permanent incapacitation or 1 person seriously injured.	1 person critically injured with long-term or permanent incapacitation or 1 person seriously injured.	1 person critically injured with long-term or permanent incapacitation or 1 person seriously injured.	1 person critically injured with long-term or permanent incapacitation or more than 2 serious injuries
Economy**					
Loss in economic activity and/or asset value	Decline of economic activity and/or loss of asset value less than \$4,480	Decline of economic activity and/or loss of asset value between \$4,480 and \$44,800	Decline of economic activity and/or loss of asset value between \$44,800 and \$448,000	Decline of economic activity and/or loss of asset value between \$448,000 and \$4,480,000	Decline of economic activity and/or loss of asset value greater than \$4,480,000
Impact on important industry	Inconsequential business sector disruption	Significant industry or business sector is impacted by the emergency event, resulting in short-term (i.e. less than one year) profit reductions	Significant industry or business sector is significantly impacted by the emergency event, resulting in medium-term (i.e. more than one year) profit reductions	Significant structural adjustment required by identified industry to respond and recover from emergency event	Failure of a significant industry or sector
Environment***					
Loss of species and/or landscapes	No damage to ecosystems at any level	<ul style="list-style-type: none"> Minor damage to ecosystem/species of state significance Significant damage to ecosystem/species of district/local significance 	<ul style="list-style-type: none"> Minor damage to ecosystem/species of national significance Significant damage to ecosystem/species of state significance Severe damage to ecosystem/species of district/local significance 	<ul style="list-style-type: none"> Significant damage to ecosystem/species of national significance Severe damage to ecosystem/species of state significance Permanent destruction to ecosystem/species of district/local significance 	Permanent destruction to ecosystem/species of national, state and district/local significance
Loss of community environmental value	Inconsequential damage to item of interest	Minor damage to item of interest	Significant damage to item of interest	Severe damage to item of interest	Permanent destruction to item of interest
Public Administration					
Governance Functions	Governing bodies' delivery of core functions is unaffected or within normal parameters	Governing bodies encounter limited reduction in delivery of core functions	<ul style="list-style-type: none"> Governing bodies encounter significant reduction in the delivery of core functions Governing bodies are required to divert some available resources to deliver core functions or seek external assistance to deliver some of their core functions 	<ul style="list-style-type: none"> Governing bodies encounter severe reduction in the delivery of core functions Governing bodies are required to divert a significant amount of available resources to deliver core functions or seek external assistance to deliver the majority of their core functions 	Governing bodies are unable to deliver their core functions
Social Setting					
Community wellbeing	<ul style="list-style-type: none"> Community social fabric is disrupted Existing resources sufficient to return the community to normal function No permanent dispersal 	<ul style="list-style-type: none"> Community social fabric is damaged Some external resources required to return the community to normal function No permanent dispersal 	<ul style="list-style-type: none"> Community social fabric is broken Significant external resources required to return the community to normal function Some permanent dispersal 	<ul style="list-style-type: none"> Community social fabric is significantly broken Extraordinary external resources are required to return the community to functioning effectively Significant permanent dispersal 	<ul style="list-style-type: none"> Community social fabric is irreparably broken Community ceases to function effectively, breaks down Community disperses in its entirety
Community Services	Inconsequential / short term impacts	Isolated / temporary reductions	Ongoing reductions	Reduced quality of life	Community unable to support itself
Culturally important objects	Minor damage to objects of cultural significance	Damage to objects of identified cultural significance	Damage or localised widespread damage to objects of identified cultural significance	Widespread damage or localised permanent loss of objects of identified cultural significance	Widespread and permanent loss of objects of identified cultural significance
Culturally important activities	Minor delay to a culturally important community event	Delay to or reduced scope of a culturally important community event	Delay to a major culturally important community event	Temporary cancellation or significant delay to a major culturally important community event	Permanent cancellation of a major culturally important community activity

*Criteria for people have been rounded up to the nearest whole number and is based on a population of 1,284

**The economy category is based on a gross area product of \$112,000,000

***Environmental damage descriptors are over the page.

Where there are dot points, only one point needs to be met for that consequence level

Population - Australian Bureau of Statistics, Regional Population Growth, Australia, 2015/16
Economy - National Institute of Economic and Industry Research (NIEIR), 2015/16.

Attachment 2: Credible Worst Case Scenarios

Biosecurity

AEP: 0.01324

Possible Scenario

The Great Southern region is currently experiencing unseasonably higher than normal winter temperatures and lower rainfall. Day temperatures are averaging 15°C and rainfall has been limited to less than 30mm in the past few weeks.

A local Ongerup farmer, seeding approximately 5000ha of wheat and 2000ha of barley, noticed that a majority of his wheat in the early stage of booting and some in the soft dough period had strange curled or rolled leaves. The leaves also showed signs of discoloration with distinct yellow, white and purple streaks. On closer inspection of one of the plants he noticed multiple small aphids at the base and sheaths of the younger leaves and inside the curled leaves of other plants.

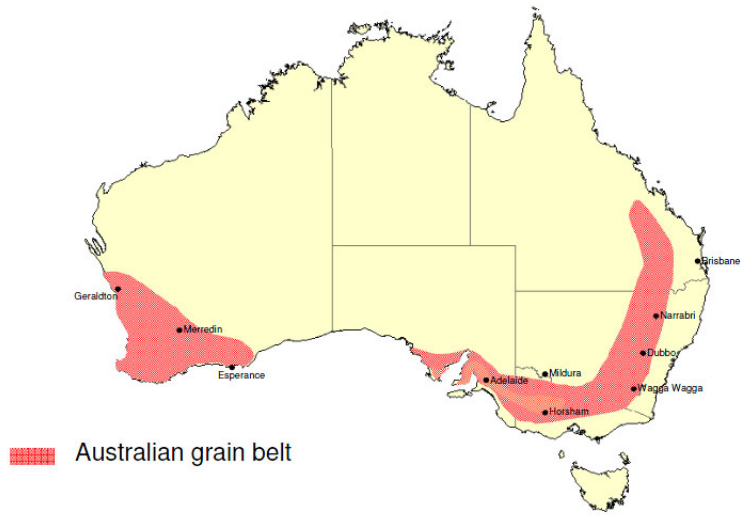
The farmer phones his agronomist to enquire about his observations. After an initial inspection by the agronomist, he informs the farmer that he suspects that the tiny aphids could be Russian Aphids, but due to the fact that they have never been identified in WA, he needs to contact the Department of Primary Industries and Regional Development (former Department of Agriculture and Food WA). He takes samples and multiple photos to be sent to Department. Infestation seems severe with more than 20% of plants infested.

The farmer recently employed 2 backpackers that travelled from South Australia and were previously employed by a broadacre farm in Tarlee, SA.

The Department of Primary Industries and Regional Development confirms the RWA and declares RWA a Declared Pest under section 22(2) of the Biosecurity and Agriculture Management Act 2007.

Impacts & Vulnerabilities

- Lower yields = less income
- Economic impacts on local businesses and suppliers of agricultural products
- Wheat export markets
- Impact on other cereal crops, i.e. barley
- Job losses
- Loss of population in already vulnerable small country towns
- Closure of schools due to lack of numbers
- Higher input costs, due to spraying of infected crops if infestations exceeds the thresholds of 10% of plants through the high risk period of early booting to soft dough.
- Environmental impact: spraying for Russian Aphids could be harmful to other beneficial insects and killing of natural predators of aphids, allowing remaining aphids to multiply rapidly under the correct conditions.
- Possible increased aphid resistance if there is an increase in spraying.



Fire (Bushfire)

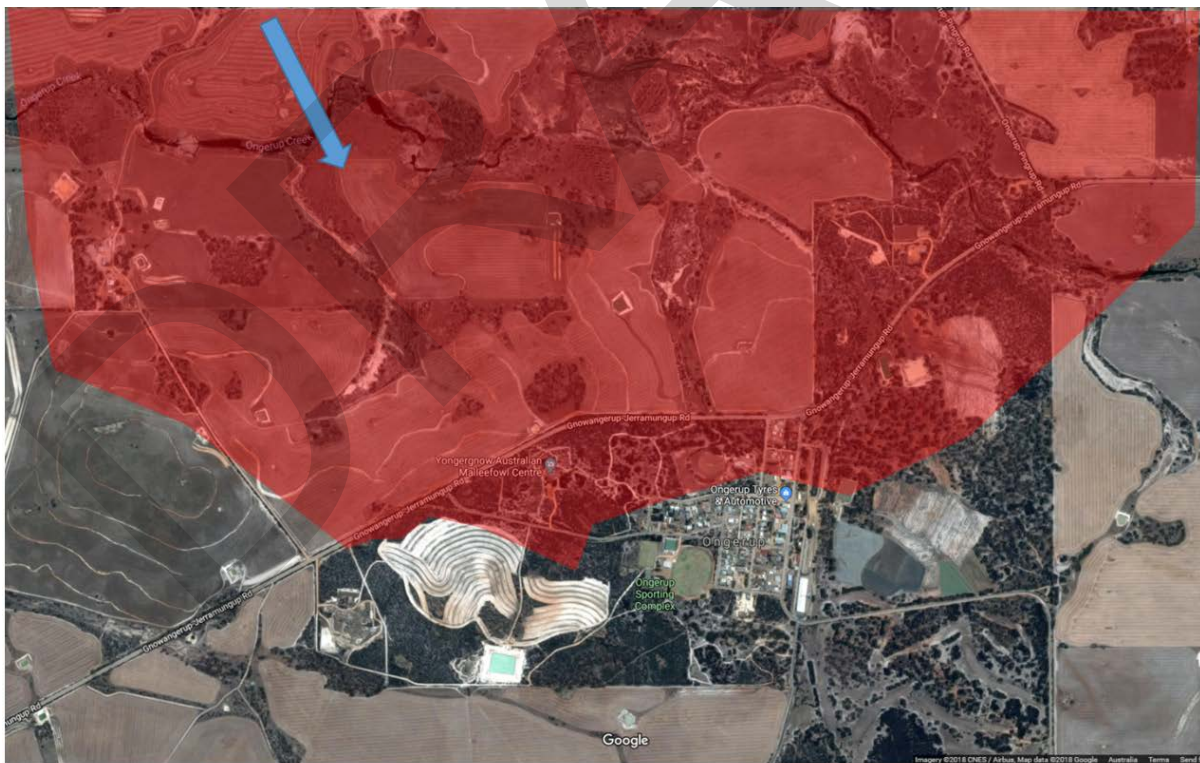
AEP: 0.01980

Scenario:

- Mid February morning
- Fire weather warning issued
- FDR - Catastrophic
- Total Fire Bans & Harvest Ban in place
- Dry lightning belt moves through the Shire
- Multiple grass fires north of Ongerup Township
- Minimal response resources available
- Winds strong and viable with trough line movement
- Students from Ongerup Primary evacuated to Ongerup Sporting Complex

Impacts & Vulnerabilities

- Road transport operators using networks
- Tourists with caravans and visitors to the Yongergnow Centre
- All small vehicle road commuters
- Farm owners
- Townsite residences or buildings in close proximity of dense bush
- Wildlife and domestic livestock
- Lack of turn around areas that can accommodate road trains
- Parking bays too small to handle a large number of road trains or heavy vehicles at the same time



Chemical Substance (HazMat)

AEP: 0.01600

Scenario

- A chemical delivery truck hitting an out of control 4-wheel drive on the main street of Gnowangerup, jack-knifed, spilling about 550 litres of liquid herbicide onto the road. The liquid herbicide has been identified as Paraquat.
- The accident occurred opposite the Shire of Gnowangerup's Administration Building and a local agricultural service supplier business.
- Approximately 550 litres of herbicide spilled onto the road and pavement of the local agricultural service supplier business on Yougenup Road. Approximately 10 to 15 shuttles of Paraquat are scattered on the road.
- The two occupants of the 4-wheel drive were not seriously injured, while the truck driver has been flown to Perth due to ingestion of the liquid pesticide while trying to stop the leakage of one of the shuttles. His condition is listed as critical.
- There is a possible threat to the community as liquid Paraquat is highly toxic if ingested.
- Businesses and residents in a 500m radius have been evacuated.
- The accident happened during one of busiest time of year – pre seeding in the district.
- Local Police, DFES, SES and St John Ambulance are assisting with incident.

Impacts & Vulnerabilities

- General public and staff of local businesses
- Temporary closure and evacuation of Gnowangerup District High School
- Access to fuel
- Tourists visiting the town
- Residents located in close proximity of the accident scene
- Environment being impacted by the hazardous material
- Emergency personnel involved in handling the incident
- Road network as Yougenup Road is main access route through town to access surrounding towns.
- Increased demand on emergency services, impacting on their availability to maintain core services
- Time for Fire & Rescue Response (Katanning, Albany)
- Time for clean-up (ex-Perth)



Road Crash

AEP: 0.03036

Scenario

- A school bus carrying 22 students and 2 adults driving from Katanning to Gnowangerup collided with a sheep carrier truck approximately 7km out of Gnowangerup, on the Gnowangerup-Broomehill Road, causing the livestock carrier to lose control and overturn. The school bus rolled multiple times before coming to a stand in a paddock.
- The accident happened around 4pm on a very cold Friday afternoon.
- Multiple injuries have been reported, with 7 students and the bus driver listed as critical. Fifteen other students and one adult are being treated for lacerations and broken bones.
- The most critical injured patients are being flown by helicopter and the RFDS to Perth for medical treatment. The driver of the livestock carrier only sustained minor injuries.
- Multiple injuries and deaths of livestock have been reported.
- It is further reported that escaped sheep are being herded to a secure location by a local farmer where they will be examined for any signs of injuries and stress by a veterinarian.

Vulnerabilities & Impacts

- Gnowangerup-Broomehill Road closed and traffic being diverted via gravel road, creating additional risk of accidents due to unfamiliar route, size and current condition of road
- Ambulance services are at capacity and assistance has been requested from neighbouring towns
- Gnowangerup hospital/ health services not equipped to handle amount of casualties involved in accident
- SES and bushfire volunteers on scene to assist with accident, leaving other core services vulnerable
- Difficult terrain with limited space to land emergency helicopter (trees)
- Communication problems due to lack of mobile coverage
- Darkness setting in and appropriate lighting a problem
- Emotional and stressed parents of students trying to reach the scene of the accident.
- Delay in available ranger and veterinarian services due to traveling from another location
- Exposure to the elements – cold
- Specialist services required to clean up scene of accident. Heavy machinery needed to lift truck and trailers off the road

Severe Storm

AEP: 0.01980

Scenario

- Mid Summer – 10:00am Tuesday 25 January 2018
- A low pressure system from the North moves over far SW of state early morning, extending to a line from Bunbury to Esperance later in the morning.
- A rain band extends through parts of the Great Southern and South Coastal districts with steady rainfall continuing through the area. The rainfall is expected to become Heavy again in the warning area overnight tonight and during tomorrow.
- Destructive wind gusts due to cyclones could exceed 150km/h.
- Daily rainfall totals up to 100-150mm are forecast.
- Heavy rainfall may cause localised flash flooding.
- Event likelihood: Likely to Possible, ~ once per 50 years.

Vulnerabilities & Impacts

- Major transport route closures – Borden-Bremer Bay Road, Chester Pass Road from Albany to Ongerup, Broomehill-Tambellup Road, Borden-Jerramungup-Gnowangerup Road and Formby South Road
- Fuel disruptions due to loss of power caused by fallen power lines
- Lack of ability to mobilise machinery needed to repair roads and remove fallen trees
- Lack of resources to undertake repairs
- Localised flooding of Gnowangerup Main Street and properties along the Gnowangerup Creek
- Temporary closure of hospital due to flooding
- Damage to Public Facilities and Services
- Residents isolated and some vehicles stranded in-between sections of roads due to impassable creeks and rivers
- Livestock in areas exposed to the elements without protection or cover
- Emergency response personnel

APPENDIX C
Evacuation/Welfare Centre Information
BORDEN PAVILION

	Details
Establishment/Facility:	Borden Pavilion
Physical Address	Stone Street Borden WA 6338
Telephone No	XXXXX
Fax No	N/A
Email Address	XXXXX



Contacts

Name	Position	Mobile	A/hrs contact
David Bungey	President	XXXXX	
Vacant	Deputy President		
Laura Page	Secretary	XXXXX	
Michelle Richardson	Catering Coordinator	XXXXX	
Pip Moir	Borden Pavilion Coordinator	XXXXX	

Access Details

	Details
Keys	
Alarm	No
Security	N/A
Universal Access	N/A

Accommodation Numbers – as per Health Regulations (Refer Appendix D for details)

	Details
Sitting/Standing	600 PEOPLE
Sleeping	400 PEOPLE
Duration	AS LONG AS NEEDED

Amenities

Item	Yes/No	Notes
<u>Toilet/Washing Facilities:</u>		
Toilets/Showers – Male	YES	
Toilets/Showers – Female	YES	
Toilets/Showers – Universal Access	YES	
Toilets/Showers –Unisex	YES	
Laundry Facilities	NO	
Baby Changing Facilities	YES	
Crèche	YES	
<u>Kitchen Facilities:</u>		
Stoves (types)	YES	Commercial
Refrigeration	YES	Cool room, freezers and refrigerators
Microwave	YES	Commercial
Urn/Boiling Water Unit	YES	

<u>Dining Facilities:</u>		
Tables	YES	
Chairs	YES	
Cutlery and Crockery	YES	
<u>General Facilities:</u>		
Rooms	YES	Change rooms, crèche, meeting rooms, function rooms etc.
RCD Protected	YES	
Power Points	YES	
Generator Port	NO	
Fire Equipment	YES	
Air Conditioning (type)	YES	
Heating	YES	
Ceiling Fans	YES	
Lighting (internal)	YES	
Lighting (external)	YES	
Telephone Lines	YES	
Internet Access	YES	
Hot Water System (type)	YES	
Bins	YES	
Deep Sewer/Septic	YES	
Solar Panels	YES	
<u>Amenities Areas:</u>		
Enclosed Covered Areas	YES	
Outside Children's Play Area	YES	
Recreation Rooms	YES	
BBQs	YES	
Conference Rooms	YES	
Meeting Rooms	YES	
Swimming Pool	NO	
Oval	YES	
<u>External Facilities:</u>		
Power Outlets	YES	
Water	YES	
Parking	YES	
Area for Tents	YES	
Toilets	YES	
Caravan/Articulated Vehicles	YES	

Other:

Identify possible hazards:

- a. Surrounded by bush; some bush

- b. Built on flood plain; close to a creek
- c. Positioned on coast; NO
- d. Access: NO ACCESS ISSUES

Include any other relevant information, such as:

- a. Mobile phone coverage; YES (Telstra most reliable carrier)
- b. Storage; Large Store Areas
- c. Pet friendly; YES
- d. Main power board location: Indicated on Evacuation Diagram
- e. Water stop cock location; NOT AVAILABLE
- f. What time frame before septic tank will require pumping - 3-4 years

DRAFT

ONGERUP SPORTING COMPLEX

	Details
Establishment/Facility:	Ongerup Sports Complex
Physical Address	Jaekel St Ongerup WA 6336
Telephone No	XXXXX
Fax No	N/A
Email Address	XXXXX



Contacts

Name	Position	Mobile	A/hrs contact
Jan Slee	President	XXXXX	
Roz Thompson	Secretary	XXXXX	
Sally Harding	Treasurer	XXXXX	

Access Details

	Details
Keys	
Alarm	N/A
Security	N/A

Universal Access	N/A
------------------	-----

Accommodation Numbers – as per Health Regulations (Refer Appendix D for details)

	Details
Sitting/Standing	600 PEOPLE
Sleeping	400 PEOPLE
Duration	AS LONG AS NEEDED

Amenities

Item	Yes/No	Notes
<u>Toilet/Washing Facilities:</u>		
Toilets/Showers – Male	YES	
Toilets/Showers – Female	YES	
Toilets/Showers – Universal Access	YES	
Toilets/Showers –Unisex	NO	
Laundry Facilities	NO	
Baby Changing Facilities	YES	
<u>Kitchen Facilities:</u>		
Stoves (types)	YES	GAS
Refrigeration	YES	
Microwave	YES	
Urn/Boiling Water Unit	YES	
<u>Dining Facilities:</u>		
Tables	YES	
Chairs	YES	
Cutlery and Crockery	YES	
<u>General Facilities:</u>		
Rooms	YES	
RCD Protected	YES	
Power Points	YES	
Generator Port	NO	
Fire Equipment	YES	
Air Conditioning (type)	YES	
Heating	YES	
Ceiling Fans	NO	
Lighting (internal)	YES	
Lighting (external)	YES	
Telephone Lines	NO	
Internet Access	NO?	
Hot Water System (type)	YES	

Bins	YES	
Deep Sewer/Septic	YES	
<u>Amenities Areas:</u>		
Enclosed Covered Areas	YES	
Outside Children's Play Area	YES	
Recreation Rooms	YES	
BBQs	YES	
Conference Rooms	NO	
Meeting Rooms	NO	
Swimming Pool	NO	
Oval	YES	
<u>External Facilities:</u>		
Power Outlets	YES	
Water	YES	
Parking	YES	
Area for Tents	YES	
Toilets	YES	
Caravan/Articulated Vehicles	YES	

Other:

Identify possible hazards:

- e. Surrounded by bush; Some Bush
- f. Built on flood plain; NO
- g. Positioned on coast; NO
- h. Access: 2 Main Access Points

Include any other relevant information, such as:

- g. Mobile phone coverage; YES
- h. Storage; Small Store
- i. Pet friendly; YES
- j. Main power board location: Located in the double door storeroom in the main room.
- k. Water stop cock location; NOT AVAILABLE

What time frame before septic tank will require pumping? 3-4 years

GNOWANGERUP SPORTS COMPLEX

	Details
Establishment/Facility:	Gnowangerup Sports Complex
Physical Address	Strathaven Road Gnowangerup
Telephone No	XXXXXX
Fax No	N/A
Email Address	XXXXXX



Contacts

Name	Position	Work contact	A/hrs contact
Cindy House	President	XXXXXX	
Wendy Gordon	Secretary	XXXXXX	

Access Details

	Details
Keys	
Alarm	NO
Security	N/A
Universal Access	N/A
CCTV	YES

Accommodation Numbers – as per Health Regulations (Refer Appendix D for details)

	Details
Sitting/Standing	750 PEOPLE
Sleeping	500 PEOPLE
Duration	AS LONG AS NEEDED

Amenities

Item	Yes/No	Notes
<u>Toilet/Washing Facilities:</u>		
Toilets/Showers – Male	YES	
Toilets/Showers – Female	YES	
Toilets/Showers – Universal Access	YES	
Toilets/Showers –Unisex	YES	
Laundry Facilities	NO	
Baby Changing Facilities	YES	
Crèche	YES	
<u>Kitchen Facilities:</u>		
Stoves (types)	YES	Commercial
Refrigeration	YES	Cool room, freezers and refrigerators
Microwave	YES	Commercial
Urn/Boiling Water Unit	YES	
<u>Dining Facilities:</u>		
Tables	YES	
Chairs	YES	
Cutlery and Crockery	YES	
<u>General Facilities:</u>		

Rooms	YES	Change rooms, crèche, meeting rooms, function rooms etc.
RCD Protected	YES	
Power Points	YES	
Generator Port	NO	
Fire Equipment	YES	
Air Conditioning (type)	YES	
Heating	YES	
Ceiling Fans	NO	
Lighting (internal)	YES	
Lighting (external)	YES	
Telephone Lines	YES	
Internet Access	NO	
Hot Water System (type)	YES	
Bins	YES	
Deep Sewer/Septic	YES	
<u>Amenities Areas:</u>		
Enclosed Covered Areas	YES	
Outside Children's Play Area	YES	
Recreation Rooms	YES	
BBQs	YES	
Conference Rooms	YES	
Meeting Rooms	YES	
Swimming Pool	NO	
Oval	YES	
<u>External Facilities:</u>		
Power Outlets	YES	
Water	YES	
Parking	YES	
Area for Tents	YES	
Toilets	YES	
Caravan/Articulated Vehicles	YES	

Other:

Identify possible hazards:

- i. Surrounded by bush; NO (Paddocks to one side)
- j. Built on flood plain; NO
- k. Positioned on coast; NO
- l. Access: NO

Include any other relevant information, such as:

- l. Mobile phone coverage; YES
- m. Storage; Large Store Areas
- n. Pet friendly; YES
- o. Main power board location; near the road on the drive way into the Complex on Strathaven road.
- p. Water stop cock location; Corner Richards and Strathaven Road. There are also two 20000 liter tanks.
- q. What time frame before septic tank will require pumping? N/A
(There is a fat trap which will need pumping out once a month if used full time)

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APPENDIX D

Evacuation/Welfare Centres Area per Person According to Use

SECTION D ACCESS AND EGRESS

2016 Edition

PART D1 PROVISION FOR ESCAPE

Deemed-to-Satisfy Provisions

D1.13 Number of persons accommodated

For the purposes of the *Deemed-to-Satisfy Provisions*, the number of persons accommodated in a *storey*, room or *mezzanine* must be determined with consideration to the purpose for which it is used and the layout of the *floor area* by—

- (a) calculating the sum of the numbers obtained by dividing the *floor area* of each part of the *storey* by the number of square metres per person listed in [Table D1.13](#) according to the use of that part, excluding spaces set aside for—
 - (i) lifts, stairways, ramps and escalators, corridors, hallways, lobbies and the like; and
 - (ii) service ducts and the like, *sanitary compartments* or other ancillary uses; or
- (b) reference to the seating capacity in an *assembly building* or room; or
- (c) any other suitable means of assessing its capacity.

NSW Table D1.13

Table D1.13 AREA PER PERSON ACCORDING TO USE

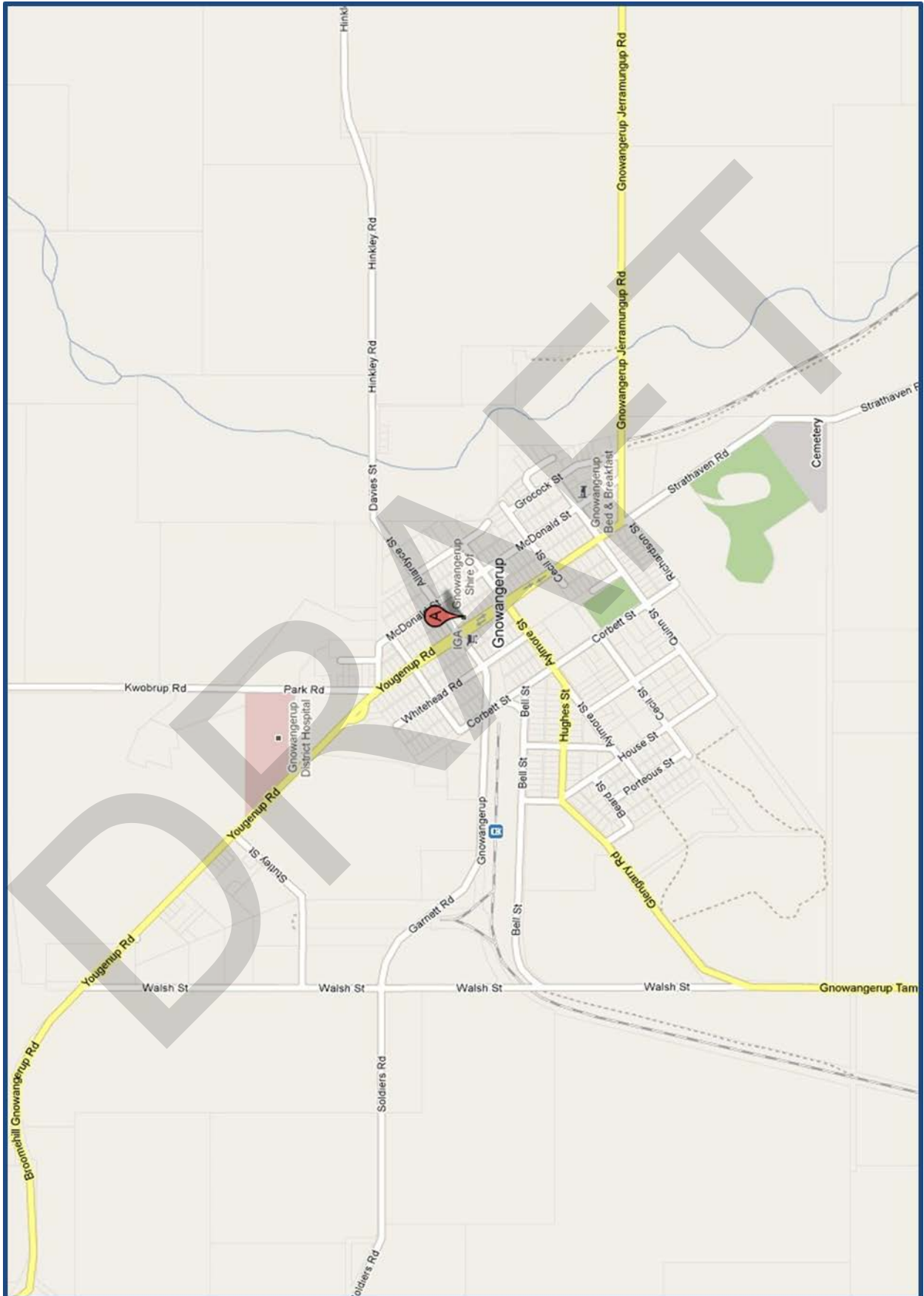
Type of use	m ² per person
Art gallery, exhibition area, museum	4
Bar —bar standing	0.5
—other	1
Board room	2
Boarding house	15
Cafe, church, dining room	1
<i>Carpark</i>	30
Computer room	25
Court room —judicial area	10
—public seating	1
Dance floor	0.5
Dormitory	5
<i>Early childhood centre</i>	4
Factory— (a) machine shop, fitting shop or like place for cutting, grading, finishing or fitting of metals or glass, except in the fabrication of structural steelwork or manufacture of vehicles or bulky products	5
(b) areas used for fabrication and processing other than those in (a)	50
(c) a space in which the layout and natural use of fixed plant or equipment determines the number of persons who will occupy the space during working hours	Area per person determined by the use of the plant or equipment
Gymnasium	3

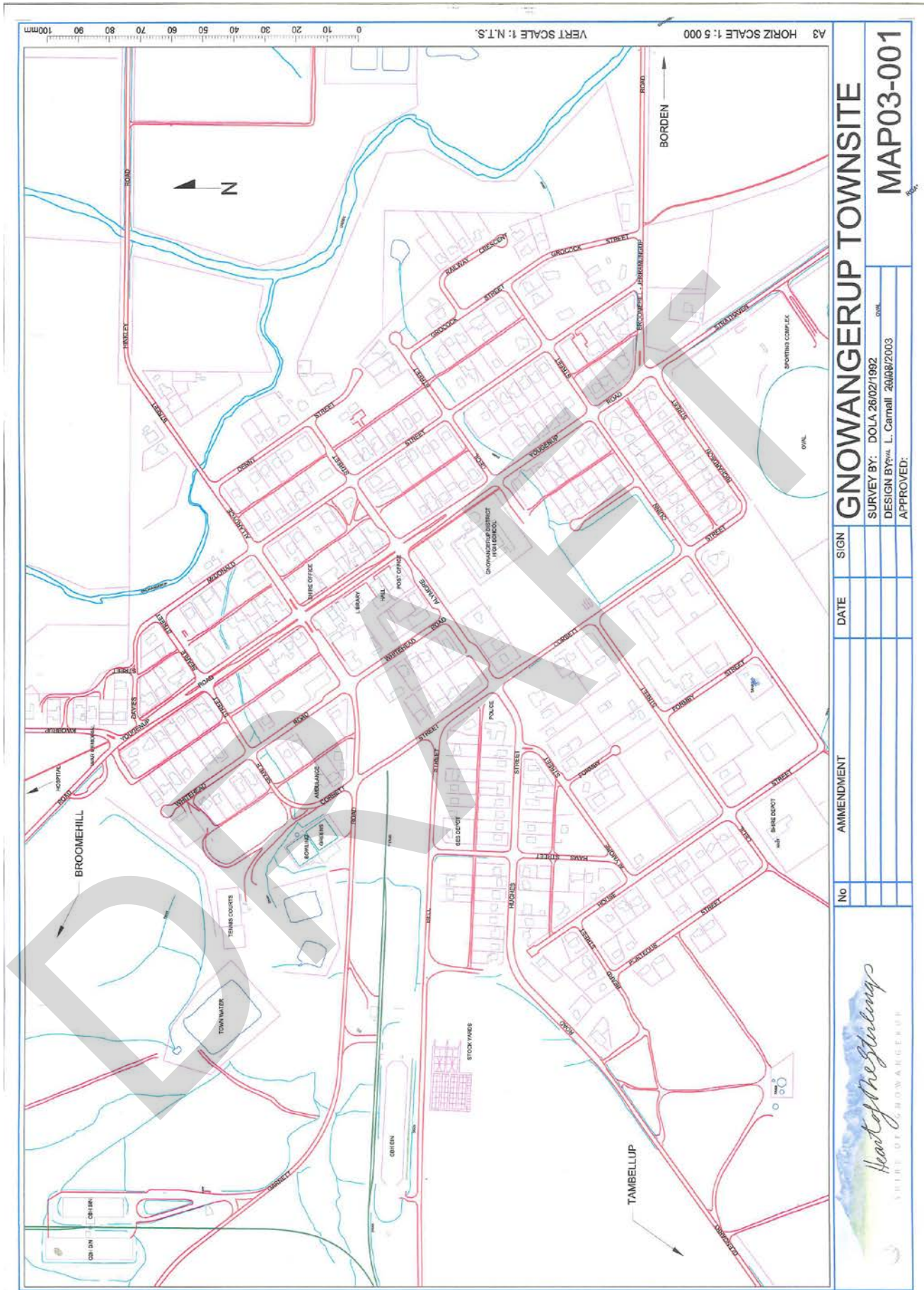
Hostel, hotel, motel, guest house	15
Indoor sports stadium—arena	10
Kiosk	1
Kitchen, laboratory, laundry	10
Library —reading space	2
—storage space	30
Office, including one for typewriting or document copying	10
<i>Patient care areas</i>	10
Plant —ventilation, electrical or other service units room	30
—boilers or power plant	50
Reading room	2
Restaurant	1
<i>School</i> —general classroom	2
—multi-purpose hall	1
—staff room	10
—trade —primary and practical area	4
—secondary	As for workshop
Shop —space for sale of goods—	
(a) at a level entered direct from the open air or any lower level	3
(b) all other levels	5
Showroom —display area, covered mall or arcade	5
Skating rink, based on rink area	1.5
Spectator stand, audience viewing area:	
—standing viewing area	0.3
—removable seating	1
—fixed seating (number of seats)	
—bench seating (450 mm/person)	
Storage space	30
<i>Swimming pool</i> , based on pool area	1.5
Switch room, transformer room	30
Telephone exchange	30
—private	
Theatre and public hall	1
Theatre dressing room	4
Transport terminal	2
Workshop —for maintenance staff	30
—for manufacturing processes	As for Factory
Note: Bar standing is the area used by standing patrons and extends not less than 1.5m wide from the outside edge of the bar top for the length of the serving area of the bar.	

APPENDIX E

Routes & Maps

Gnowangerup





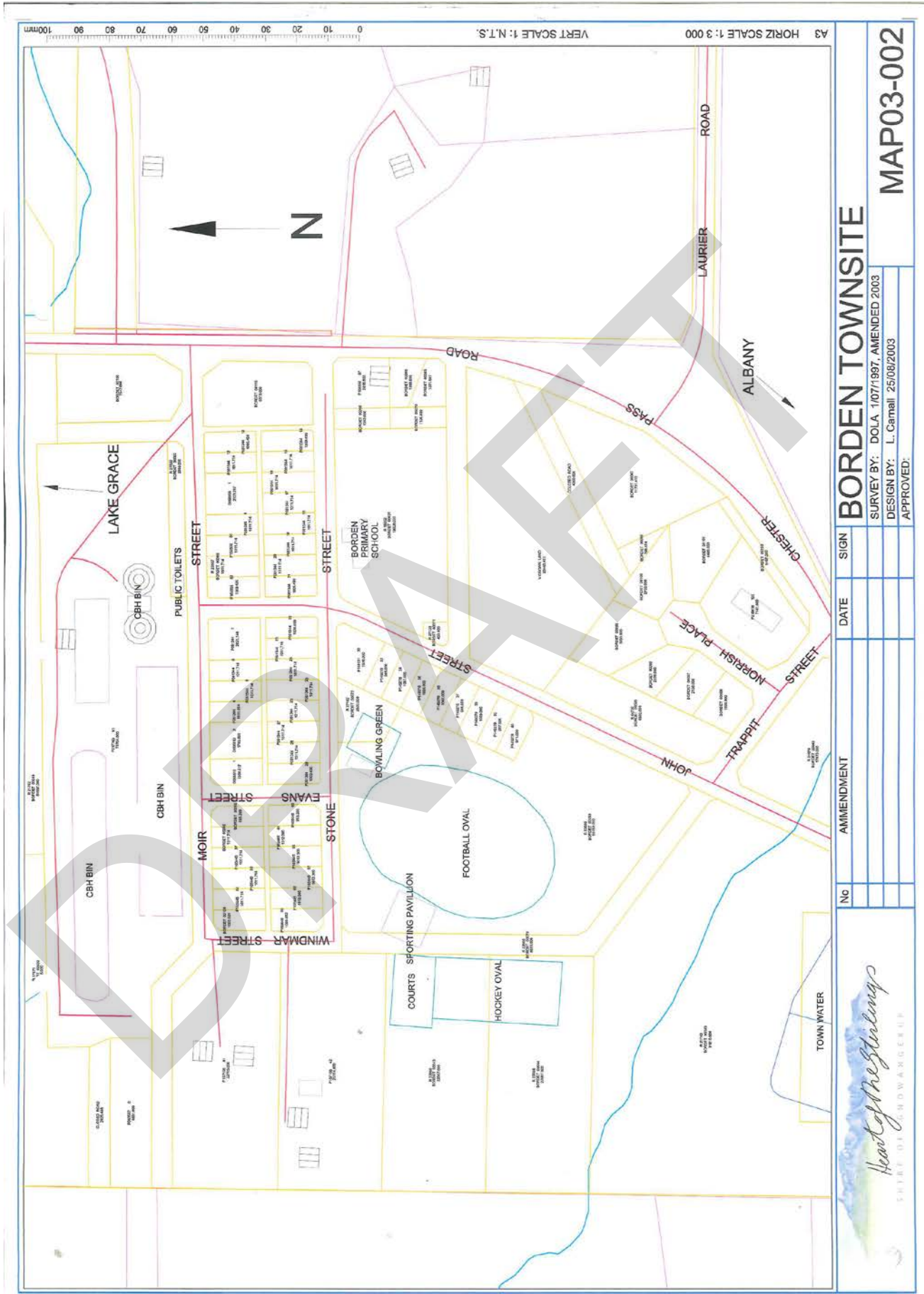
GNOWANGERUP TOWNSITE
 MAP03-001

No	AMMENDMENT	DATE	SIGN

SURVEY BY: DOLA 26/02/1992
 DESIGN BY: L. Carnall 20/08/2003
 APPROVED:

Borden





BORDEN TOWNSITE
 SURVEY BY: DOLA 1/07/1997, AMENDED 2003
 DESIGN BY: L. Camall 25/08/2003
 APPROVED:

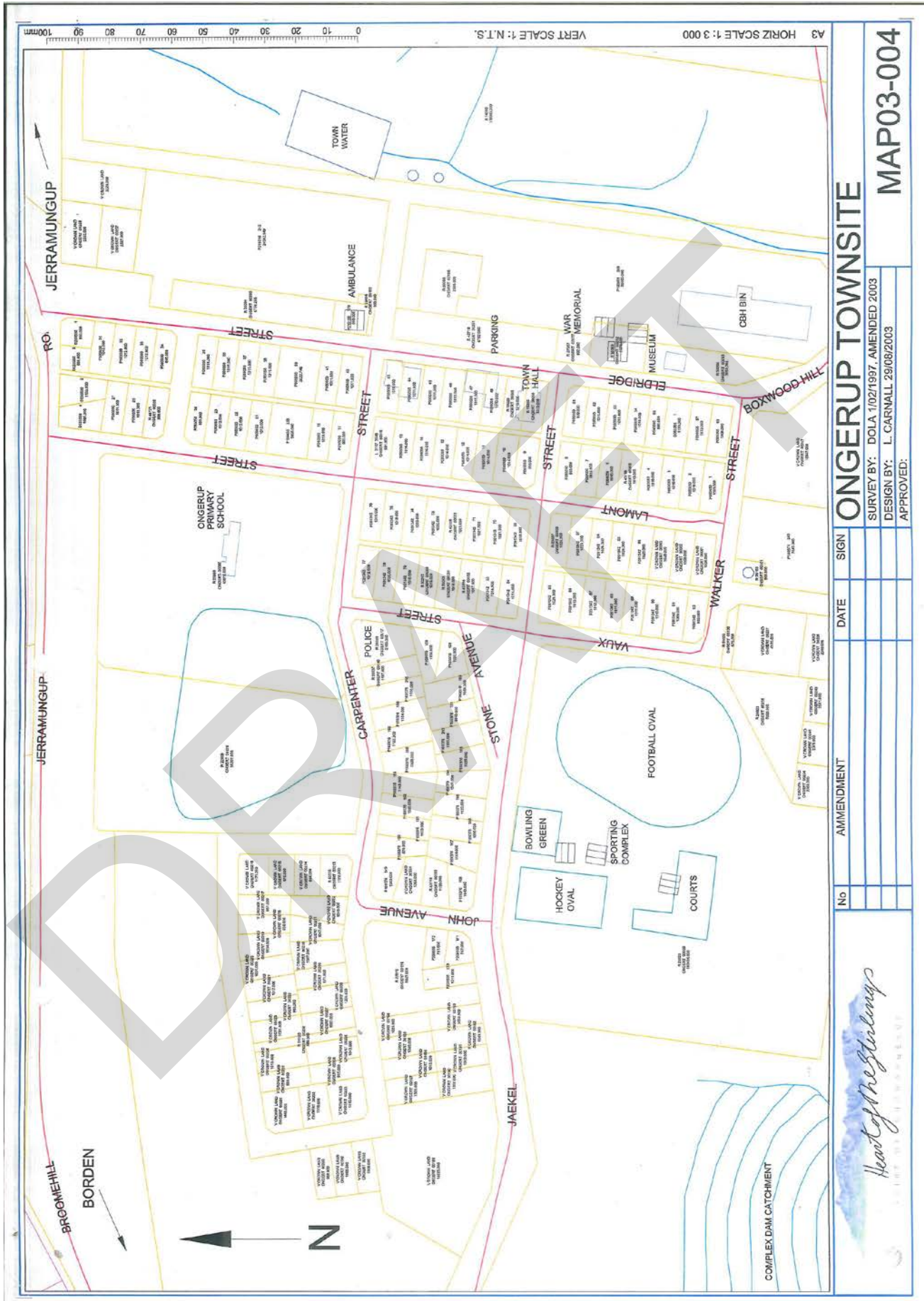
MAP03-002

No	AMMENDMENT	DATE	SIGN



Ongerup





ONGERUP TOWNSITE
 SURVEY BY: DOLA 1/02/1997, AMENDED 2003
 DESIGN BY: L. CARNALL 29/08/2003
 APPROVED:

No	AMMENDMENT	DATE	SIGN

Heart of the Shire
 JERRAMUNGUP TOWNSHIP

MAP03-004

APPENDIX F
Critical Infrastructure List

STRICTLY CONFIDENTIAL

NOT FOR PUBLIC DISTRIBUTION

The following critical infrastructure details are provided for emergency use only and should not be disclosed under any circumstances without expressed consent having obtained

DRAFT

INTENTIONALLY BLANK
Confidential information
Not for Public Release

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LOCAL RECOVERY PLAN



Shire of Gnowangerup
2019

The Shire of Gnowangerup Recovery Plan

Recovery Coordinator:

Vin Fordham Lamont
Deputy Chief Executive Officer
Shire of Gnowangerup
Tel: 08 9827 1007
Email: vin.fordhamlamont@gnowangerup.wa.gov.au

Deputy Recovery Coordinator:

Lex Martin
Shire of Gnowangerup Councillor
Mobile: xxxxx
Email: xxxxxx

Endorsed at LEMC:

Date

Endorsed at Council:

Date and resolution number:

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Distribution Matrix

The following matrix has been developed to identify the level of access persons in the Distribution List has to each of the documents found below:

	Level 1 Access		Level 2 Access	
	Version	Folder	Version	Folder
Local Emergency Management Arrangements	FV	A4	RV	SB
Emergency Welfare Centre's Register	FV	A4	RV	SB
Local Recovery Management Plan	FV	A4	RV	SB
Emergency Contacts Register	FV	A4	NP	NP
Resources	FV	A4	NP	NP
Critical Infrastructure List	FV	A4	Np	NP

- A4: A4 4D Ring Insert Binder – (Single Sided)
 SB: A4 Spiral Bound Document – (Duplex)
 FV: Full Version
 RV: Restricted Version – (Removal of private contact information)
 NP: Not for Public Access

Distribution List

Shire of Gnowangerup		Access Level	No of Copies
Chief Executive Officer		Level 1	1
Deputy Chief Executive Officer	(LEMC)	Level 1	1
Works Manager	(LEMC)	Level 1	1
Corporate Support Officer (LEMC Administration)	(LEMC)	Level 1	1
Chief Fire Control officer	(LEMC)	Level 1	1
Volunteer Bush Fire Brigade Stations		Level 1	3
Public Libraries – Gnowangerup & Ongerup		Level 2	2
Reception		Level 2	1
Local Emergency Management Committee			
LEMC Chairperson – Shire President	(LEMC)	Level 1	1
OIC – Gnowangerup Police Station – Local Emergency Coordinator	(LEMC)	Level 1	1
State Emergency Service – Gnowangerup – Unit Manager	(LEMC)	Level 1	1
St John Ambulance – Gnowangerup	(LEMC)	Level 1	1
Department of Communities - Albany	(LEMC)	Level 1	1
DFES Great Southern Regional Office - Albany	(LEMC)	Level 1	1
Gnowangerup District High School	(LEMC)	Level 1	1
Borden Primary School	(LEMC)	Level 1	1
Ongerup Primary School	(LEMC)	Level 1	1
Department of Biodiversity, Conservation & Attractions - Stirling Ranges	(LEMC)	Level 1	1
Gnowangerup Health Services (Hospital)	(LEMC)	Level 1	1
DFES District Emergency Management Advisor	(LEMC)	Level 1	1
Other			
DEMC – Great Southern District		Level 2	1
SEMC - Secretary		Level 2	1
TOTAL			25

Amendment Record

Suggestions and comments from the community and stakeholders can help improve the arrangements and subsequent amendments.

Feedback can include:

- What you do and don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information and practices
- Inadequacies;
- Errors, omissions or suggested improvements.

To forward feedback copy the relevant section, mark the proposed changes and forward it to:

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

or alternatively email to: gnpshire@gnowangerup.wa.gov.au

Any suggestions and/or comments will be referred to the LEMC for consideration. Amendments

No.	Amendment Date	Amendment Details	Amended By
1.	March 2000	Document Review	LEMC
2.	July 2001	Document Review	LEMC
3.	October 2010	Document Review	LEMC
4.	December 2012	Document Review	LEMC
5.	May 2014	Document Review	LEMC
6.	June 2017	Document Review	LEMC
7.	May 2019	Major Review	LEMC
8.			
9.			
10			

1. PART ONE – INTRODUCTION

1.1. Recovery

The Shire of Gnowangerup Local Recovery Plan has been prepared by the Shire of Gnowangerup Local Emergency Management Committee to reflect the capacity of the Shire and to address the Shire's legislative responsibility under Section 36(b) and Section 41(4) of the Emergency Management Act 2005 and the Emergency Management Regulations 2006.

This recovery plan forms part of the Shire of Gnowangerup's Local Emergency Management Arrangements (LEMA).

1.2. Authority of Preparation

The local recovery plan has been prepared in accordance with the requirements of the Emergency Management Act 2005 [s.41 (4)] and State Emergency Management Policy Chapter 6, Westplan Recovery Coordination.

1.3. Objectives

The objectives of the Plan are to:

- Describe the roles, responsibilities, available resources and procedures for the management of recovery from emergencies for the Shire of Gnowangerup;
- Establish a basis for the coordination of recovery activities at the local level;
- Promote effective liaison between all Hazard Management Agencies (HMA), emergency services and supporting agencies, which may become involved in recovery;
- Provide a framework for recovery operations;
- Ensure the plan complies with State Emergency Management Arrangements;
- Ensure community engagement throughout the recovery management.

1.4. Scope

The scope of this recovery plan is limited to and includes:

- The geographical boundaries of the Shire of Gnowangerup;
- Local Emergency Management Arrangements;
- Existing legislation, plans and Local Laws;
- Statutory or agreed responsibilities;
- Relevant Shire of Gnowangerup supporting documents and plans; and
- Involvement of the affected community in recovery management.

2. PART TWO: ROLES AND RESPONSIBILITIES

2.1. Recovery Structures

The structure of the Local Recovery Coordination Group should be dynamic, as the composition and roles within the group will change depending upon the disaster recovery. During the response phase of the incident, the following structure is typically adopted, until the incident transitions from Response to Recovery.

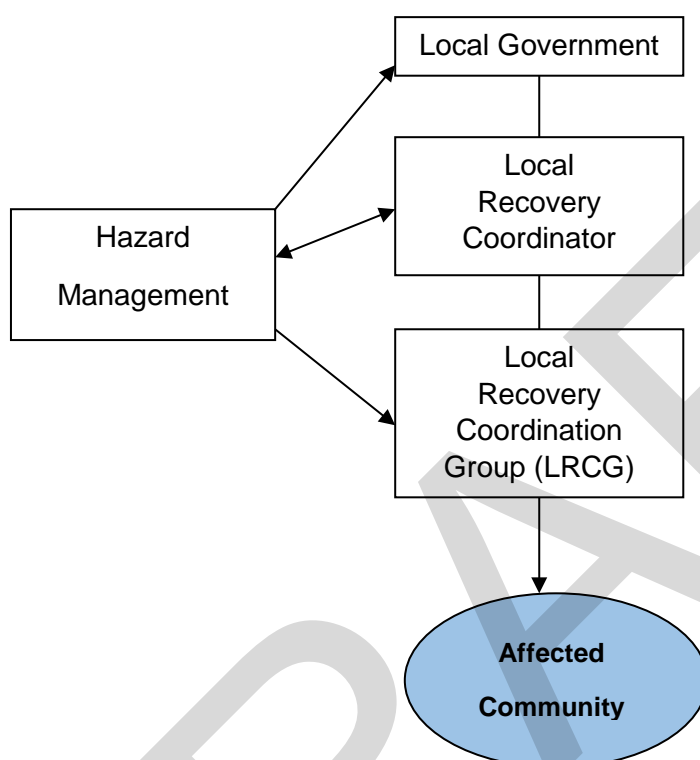


Figure 1: Response phase Recovery Management Structure

This structure sees the coordination and communication between the Hazard Management Agency (HMA) / Controlling Agency (CA), and the local government authority, including the Local Recovery Coordinator being included in the HMA/CA incident Support Group briefings and meetings.

During the recovery phase, this structure will change depending upon the disaster, which will largely dictate the required recovery actions i.e. a significant infrastructure subcommittee and associated functions may not be required for a bushfire that only affects pastoral land owners or nature reserve land.

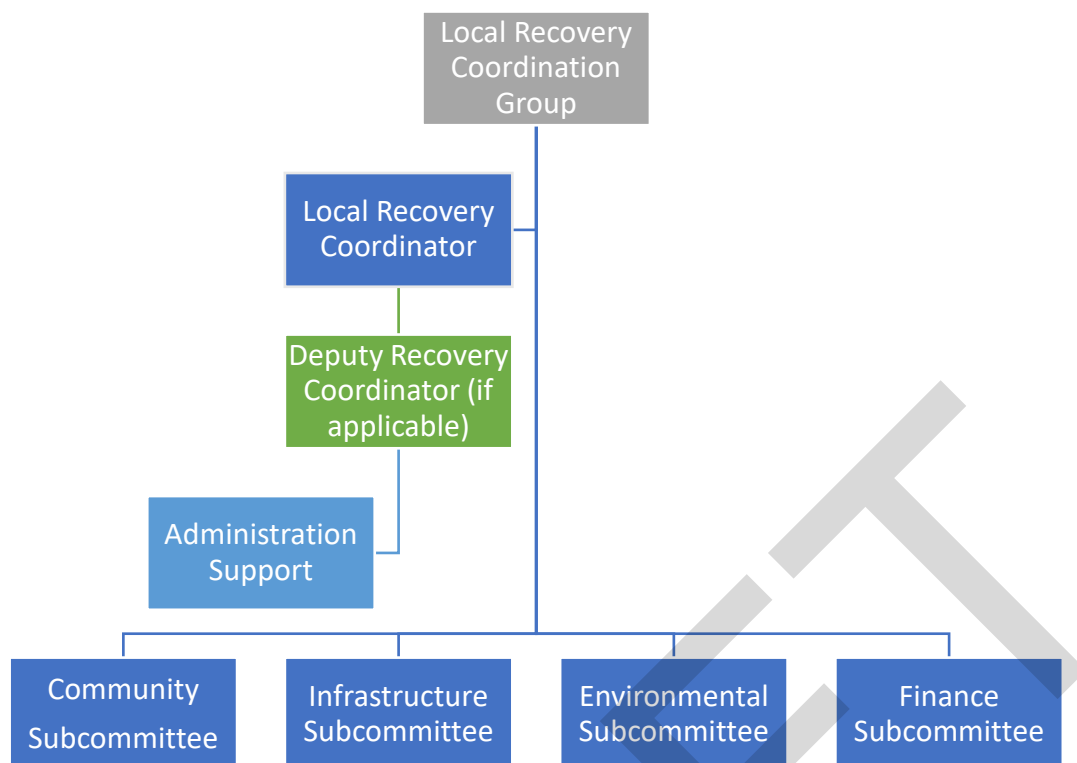


Figure 2: Simple Recovery Phase Recovery Management Structure

The above diagram illustrates a basic Recovery Committee structure, which can be utilised dependent upon complexity and impact of the disaster. Guidance for individual subcommittee functions is also available within this plan. These structures can be scaled up or back as the situation dictates.

2.2. Local Recovery Coordinator

The Deputy Chief Executive Officer has been appointed as the Local Recovery Coordinator (LRC) by the Shire of Gnowangerup in accordance with the *Emergency Management Act 2005*. S 41(4). Should the Deputy Chief Executive Officer not be available, then the roll will be filled by a Shire Councillor, nominated to be the deputy LRC.

Role

The Local Recovery Coordinator is responsible for the development and implementation of recovery arrangements for the local government, in conjunction with the LRCG.

Functions

- Ensure the Local Recovery Plan is established;
- Liaise with the Controlling Agency, including attending the Incident Support Group and Operations Area Support Group meetings where appropriate;
- Assess the community recovery requirements for each event, in conjunction with the HMA, Local Emergency Coordinator (LEC) and other responsible agencies;
- Provide advice to the Mayor/Shire President and Chief Executive Officer (CEO) on the requirement to convene the LRCG and provide advice to the LRCG if convened;
- Ensure the functions of the Executive Officer are undertaken for the LRCG;
- Assess for the LRCG requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate;
- Determine the resources required for the recovery process in consultation with the LRCG;

- Coordinate local level recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCG;
- Monitor the progress of recovery and provide periodic reports to the LRCG and State Recovery Coordination Group, if established;
- Liaise with the State Recovery Coordinator on issues where State level support is required or where there are problems with services from government agencies locally;
- Facilitate the acquisition and appropriate application of the resources necessary to ensure an effective recovery;
- Ensure the recovery activities are consistent with the principles of community engagement;
- Arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the arrangements; and
- Arrange for an evaluation of the effectiveness of the recovery activities in relation to the recovery plan, within 12 months of the emergency.

The above can be read in conjunction with the *Aide Memoire – Local Recovery Coordinator, Local Level Recovery Arrangements* as provided by SEMC. Please see [Appendix 4](#)

2.3. Local Recovery Coordination Group (LRCG)

The LRCG is responsible for the overall coordination of community recovery following an emergency event. The LRCG may, depending upon the scale and type of event, form subcommittees with specific responsibilities each reporting to the LRCG. The makeup of the LRCG or any respective subcommittees will be determined by the scale of the event. The LRCG and subcommittees will change over time.

Role

The role of the Local Recovery Coordinating Group (LRCG) is to coordinate and support local management of the recovery process within the community.

Functions

- Establishing subcommittees as required;
- Assessing requirements based on the impact assessment, for recovery activities relating to the social, built, economic and natural wellbeing of the community with the assistance of the responsible agencies where appropriate;
- Developing an operational plan for the coordination of the recovery process for the event that:
 - takes account of the local government long term planning goals;
 - includes an assessment of the recovery needs and determines which recovery functions are still required;
 - develops a timetable and identifies responsibilities for completing the major activities;
 - considers the needs of youth, the aged, the disabled and culturally and linguistically diverse (CALD) people;
 - allows full community participation and access; and
 - allows for the monitoring of the progress of recovery.
- Overseeing the delivery of projects that support social, built, economic and natural environments of recovery to ensure they are community owned and targeted to best support the recovery of affected communities;
- Facilitating the provision of services, public information, information exchange and resource acquisition;
- Providing advice to the State and Local Government/s to ensure recovery programs and services meet the needs of the community;
- Negotiating the most effective use of available resources including the support of State and Commonwealth agencies;

- Monitoring the progress of recovery, and receiving periodic reports from recovery agencies;
- Ensuring a coordinated multi-agency approach to community recovery by:
- Providing central point of communication and coordination for the actions of a wide range of recovery-related services and projects being progressed outside the direct control of the committee;
- Making appropriate recommendations, based on lessons learned to the LEMC to improve the community's recovery preparedness.

Checklists for both the Local Recovery Coordinator and the Local Recovery Coordination Group are available as “**LOCAL RECOVERY COORDINATOR/COORDINATION GROUP CHECKLIST**” - [Appendix 4](#)

2.4. Controlling Agency Hazard Management Agency

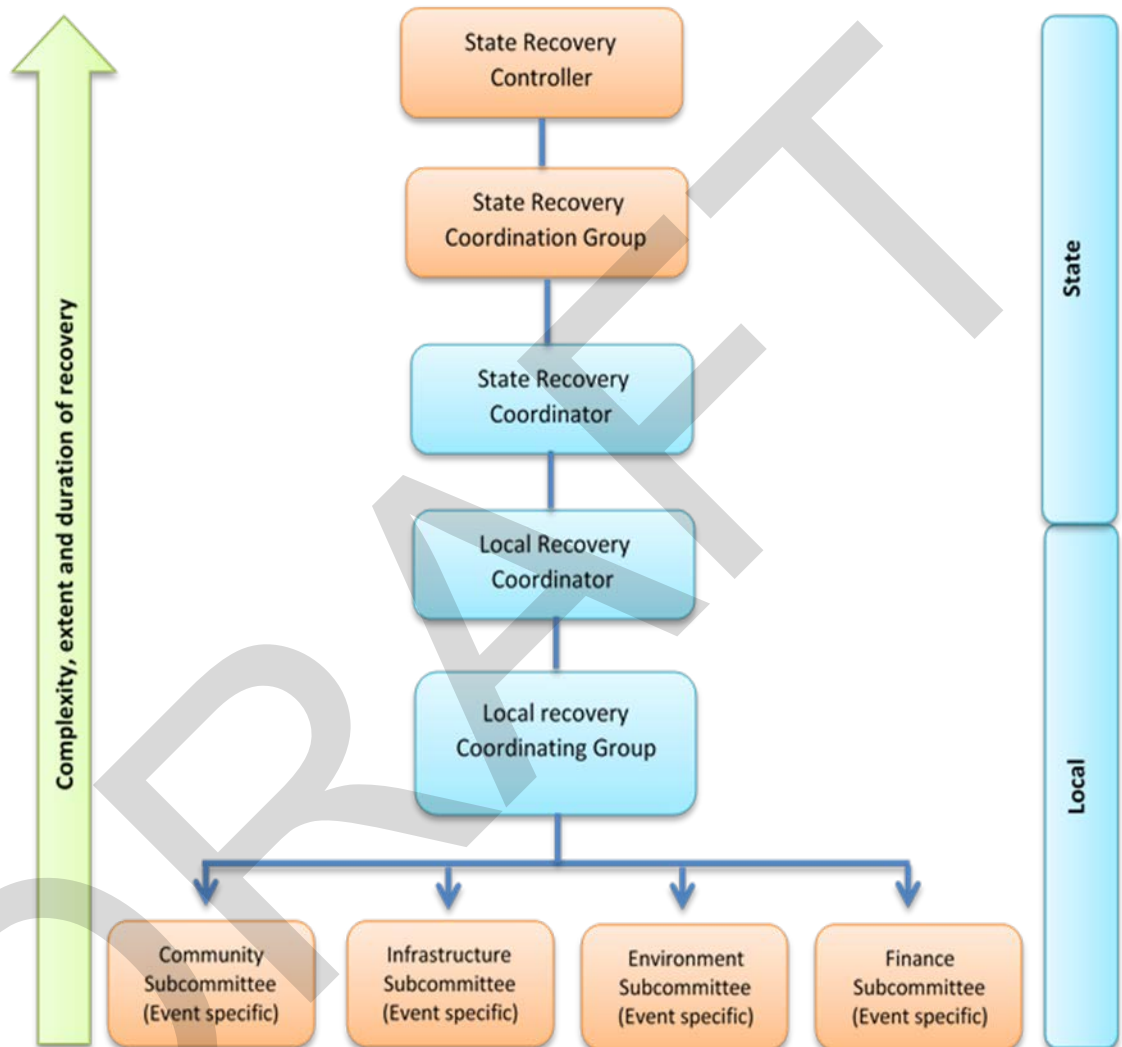
The Controlling Agency/ HMA with the responsibility for the response to an emergency will initiate recovery activity during the response to that emergency. To facilitate recovery, the Controlling Agency/ HMA will:

- Liaise with the Local Recovery Coordinator where the emergency is occurring and include them in the incident management arrangements including the Incident Support Group and the Operations Area Support Group;
- Undertake and initial impact assessment for the emergency and provide that assessment to the Local Recovery Coordinator and the State Recovery Coordinator;
- Coordinate completion of the Impact Statement, prior to cessation of the response, in accordance with the approved procedure, and in consultation with the Incident Support Group, all affected local governments and the State Recovery Coordinator;
- Provide risk management advice to the affected community (in consultation with the HMA).

2.5. State Recovery Coordinator

In conjunction with the local government/s, the State Recovery Coordinator is to consider the level of state involvement required, based on a number of factors pertaining to the impact of the emergency. For a list of criteria to be considered as triggers for escalation, refer to Appendix G of the State EM Plan. The capacity of the local government to manage the recovery, the number of local governments affected, and the complexity and length of the recovery are likely to be critical factors.

Recovery Structure State and Local



3. PART THREE: COMMENCEMENT OF RECOVERY

3.1. Local Recovery Coordinator:

The immediate involvement of the Local Recovery Coordinator (LRC) in any Incident Support Group (ISG) will ensure that recovery starts while response activities are still in progress, and key decisions taken during the response phase are able to be influenced with a view to recovery. The LRC may also attend the Incident Management Team (IMT) as an observer for further situational awareness.

The LRC shall:

- Align response and recovery priorities
- Connect with key agencies
- Understand key impacts and tasks. Have input into the development of the Impact statement that will be used when the incident is transferred from response to recovery.
- Identify recovery requirements and priorities as early as possible.
- Establish a Local Recovery Committee, and any sub committees as required.

3.2. The Controlling Agency:

The Controlling Agency with responsibility for the response to an emergency will initiate recovery activity during the response to that emergency. To facilitate recovery it will;

- Liaise with the local recovery coordinator and include them in the incident management arrangements including the Incident Support Group or Operational Area Support Group.
- Undertake an initial impact assessment for the emergency and provide that assessment to the local recovery coordinator and the State recovery coordinator
- Coordinate completion of the Impact Statement, prior to cessation of the response, in accordance with the approved procedure (State EM Recovery Procedure 4) and in consultation with the ISG, the affected local government/s and the state recovery coordinator.
- Provide risk management advice to the affected community.
- Complete an Impact Statement document.

3.3. Local Recovery Coordination Group:

Where required, the LRC shall form a Local Recovery Coordination Group which shall consist of, as a guide, the following:

Core Recovery Group:

(Function – recovery planning, activation of plan, support Local recovery coordinator to manage the recovery process. The core group is usually made up of local government elected members and administration staff)

Position	Primary	Alternate
Chair	Shire President	Shire Deputy President
Local Recovery Coordinator	Deputy Chief Executive Officer	
Deputy Recovery Coordinator	Shire Councillor	
Administrative Support	Corporate Services Officer	Executive Assistant

Communications Officer		
Any other LG officers as required ie financial /officer/Manager of Works		

Co-opted members:

(Function – these members would be co-opted as required to provide agency specific or expert advice and resources to assist the recovery process.)

Hazard Management Agency or controlling Agency	DFES, Police
Essential services	Telstra, Water Corp, Main Roads, Western Power
Welfare agencies	DC, Red Cross, Salvation Army, local welfare services
Financial services	Centre link, Development commissions, Insurance providers, Chamber of Commerce
Dept. of Health	
Dep.t of Education	
Dept. of Transport	
Dept. of Food and Agriculture	
Dept. of Biodiversity Conservation and Attractions	
WA Police	
St John Ambulance	
Community Groups or representatives.	
CALD group representatives	
Non-Government Organisations	

Subcommittees:

(Function – sub committees may be formed to assist the recovery process by considering specific priority areas)

Core priority areas that may require the formation of a subcommittee include;

- Finance Subcommittee
- Infrastructure Subcommittee
- Community Subcommittee
- Environmental Subcommittee

SUB COMMITTEES – OBJECTIVES

Committee	Objectives
Community (or Social) Subcommittee Objectives	<ul style="list-style-type: none"> • To provide advice and guidance to assist in the restoration and strengthening of community well-being post the event • To facilitate understanding on the needs of the impacted community in relation to community wellbeing • To assess and recommend priority areas, projects, and events to assist with the recovery process in the immediate and short-term regarding the restoration and strengthening of community wellbeing • To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration and strengthening of community wellbeing • To ensure the affected community is informed and involved in the recovery processes so actions and programs match their needs.
Environment (or Natural) Subcommittee Objectives	<ul style="list-style-type: none"> • To provide advice and guidance to assist in the restoration of the natural environment post the event • To facilitate understanding of the needs of the impacted community in relation to environmental restoration • To assess and recommend priority areas, projects and community education to assist with the recovery process in the immediate and short-term regarding the restoration of the environment including weed management and impacts on wildlife • To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration of the natural environment in the medium to long term.
Infrastructure (or Built) Subcommittee Objectives	<ul style="list-style-type: none"> • Assist in assessing requirements for the restoration of services and facilities in conjunction with the responsible agencies where appropriate • To provide advice and assist in the coordination of the restoration of infrastructure assets and essential services damaged or destroyed during the emergency • To assess and recommend priority infrastructure projects to assist with the recovery process in the immediate and short, medium and long term.
Finance (or Economic) Subcommittee Objectives	<p>To make recommendations to the Lord Mayor’s Distress Relief Fund (LMDRF) on the orderly and equitable disbursement of donations and offers of assistance to individuals having suffered personal loss and hardship as a result of the event.</p> <ul style="list-style-type: none"> • The development of eligibility criteria and procedures by which payments from the LMDRF will be made to affected individuals which: <ul style="list-style-type: none"> ○ ensure the principles of equity, fairness, simplicity and transparency apply ○ ensure the procedures developed are straightforward and not onerous to individuals seeking assistance ○ recognise the extent of loss suffered by individuals ○ complement other forms of relief and assistance provided by government and the private sector; ○ recognise immediate, short, medium and longer term needs of affected individuals ○ ensure the privacy of individuals is protected at all times. • Facilitate the disbursement of financial donations from the corporate sector to affected individuals, where practical.

	To make recommendations to the Lord Mayor’s Distress Relief Fund (LMDRF) on the orderly and equitable disbursement of donations and offers of assistance to individuals having suffered personal loss and hardship as a result of the event.
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3.4. Priorities for Recovery:

Disasters can deeply impact lives and livelihoods. Working with communities recovering from disasters is complex and challenging. These principles are a way to guide our efforts, approach, planning and decision-making.

Planning for recovery is integral to emergency preparation and mitigation actions may often be initiated as part of recovery.

Disaster recovery includes built, environment and economic elements, all contributing to individual and social wellbeing.

The Shire of Gnowangerup aligns its priorities for recovery to the National Principles for Disaster Recovery.

While all the principles are equally critical to ensure effective recovery, understanding the local and broader context and recognising complexity is foundational.

Understand the CONTEXT	Successful recovery is based on an understanding of the community context, with each community having its own history, values and dynamics.
Recognise COMPLEXITY	Successful recovery is responsive to the complex and dynamic nature of both emergencies and the community.
Use COMMUNITY- LED approaches	Successful recovery is community-centred, responsive and flexible, engaging with community and supporting them to move forward.
COORDINATE all activities	Successful recovery requires a planned, coordinated and adaptive approach, between community and partner agencies, based on continuing assessment of impacts and need.
COMMUNICATE effectively	Successful recovery is built on effective communication between the affected community and other partners.
Recognise and Build CAPACITY	Successful recovery recognises supports and builds on individual, community and organisational capacity and resilience.

3.5. Activation of This Plan

The decision to activate the Local Recovery Plan will be made by the Chair of LRCG or the LRC. Once the plan has been agreed to be activated, the LRC & LRCG become responsible for implementation of the plan.

3.6. Operational Recovery Planning

The Operational Recovery Plan provides the strategic direction and details actions required to facilitate a successful recovery. When the LRCG is activated, the group should develop an operational recovery plan to guide its functions during the first meeting. The operational recovery plan should include assessment and recovery requirements, organisational management, operational aspects and administrative arrangements.

The first LRCG meeting should be within 12 hours of disaster impact as short term planning should start simultaneously alongside response operations.

The following sources and agencies are involved in undertaking impact assessment encompassing the functional areas of recovery (i.e. social, infrastructural, economic and environmental disruption /or damage)

- Hazard Management Agencies;
- Welfare agencies – to identify persons in need of immediate assistance;
- Local government surveyors, engineers, environmental health officers, waste/sanitation, and finance staff; and
- Insurance assessors.

A framework for the development of the **Operational Recovery Plan** is included at [Appendix 5](#).

3.7. Welfare and Health Services

Welfare is the delegated responsibility of the Department of Communities. The LRCG will work closely with the local office for Department of Communities in accordance with following plans:

- State Health Emergency Response Plan
- State Emergency Welfare Plan

4. PART FOUR: RESOURCES

The Local Recovery Coordinator (LRC) is responsible for the determination of resources required for recovery activities based on the [Comprehensive Impact Assessment](#). This determination is made with the Local Recovery Coordination Group (LRCG) and support organisations, during the initial stages of the recovery process.

The Shire of Gnowangerup resources are noted in **Appendix A of the Shire's LEMA: Shire of Gnowangerup Resources**. A copy of the resources available is also included at [Appendix 2](#) of this plan. If the LRCG is convened, the LRC will continue to assess requirements for the restoration of services and facilities including determination of the resources required for the recovery process, including the wellbeing and communication/information needs of the community. The LRCG will source and coordinate external and internal resources, including the provision of the staff.

It is also noteworthy that the communities' needs will change throughout the recovery cycle, and as such, the distribution of resources to address community impacts will need to be flexible as information continues to become available.

4.1. Local Government Staff

Once the LRCG has been activated, all staffing matters will be coordinated by the LRC including rostering of staff, attendance monitoring (time sheets), Occupational Health & Safety, etc. Staff may be involved in the operation of the Recovery Coordination Centre, Recovery Information Centre, assessment of building and environmental conditions, and clean-up activities.

4.2. Local Volunteer Coordination

Where possible, all offers of / requests for, volunteer assistance with recovery activities should be coordinated through the LRCG. Spontaneous volunteers are a valuable, flexible resource that could be used to support existing volunteers and personnel to take up more active responsibilities in aiding with recovery operations. Local volunteers usually have more familiarity with the local community, local area, and understanding of available resources.

Care must be taken however, to ensure that volunteer efforts are organised to ensure that the needs of those affected are the primary consideration and that activities of volunteers do not negatively impact on the community or other recovery efforts.

To support this coordination, the LRCG should make every effort to ensure that volunteers are registered and tasked appropriately. To assist with the registration process, a spontaneous volunteer registration form is included in [Appendix 3](#). This form is only required for volunteers not currently registered with an agency, for example volunteer firefighters and SES volunteers, who will continue to be managed by their respective agencies.

4.3. Local Recovery Coordination Centre

It may be necessary to establish a Recovery Coordination Centre if extensive recovery activities are likely to be carried out. The purpose of the Centre is to coordinate the recovery process undertaken by various agencies in terms of resources, information and tasks.

All agencies are responsible for ensuring representatives from their agency are in place for the length of the recovery operations.

The Local Recovery Coordination Centre will be located at the Shire of Gnowangerup Administration Office; if this location is unavailable or deemed unsuitable the LRC will designate an alternative

location as soon as possible and publicise the location and contact numbers after it has been relocated.

4.4. Recovery Information Centre (RIC)

A Recovery Information Centre will be established when required by the LRCG. The purpose of the Centre is to provide information and advice to the community on the progress of recovery, special arrangements and services. A recovery information centre is also designed to centralise the delivery of Local, State and Commonwealth government and non-government services to people affected by a disaster.

The Recovery Information Centre may or may not be co-located with the Local Recovery Coordination Centre, depending on the size and complexity of the disaster. It may be appropriate to establish the Recovery Information Centre at the local welfare centre to provide easy access for the affected community. The location and contact details of the Centre should be circulated to the community when it has been established.

All LRCG agencies are required to ensure an agency representative is in place at the RIC throughout recovery as dictated by the needs of the community and LRCG. The local government will provide a help desk to assist the community members on where to direct their enquiries.

4.5. Financial Arrangements

The primary responsibility for safeguarding and restoring public and private assets affected by an emergency rests with the asset owner, who needs to understand the level of risk and have appropriate mitigation strategies in place.

Through the Disaster Recovery Funding Arrangements – WA (DFRA-WA), the State Government provides a range of relief measures to assist communities in recovering from an eligible natural event. The Shire of Gnowangerup will make claims for recovery activities where they are deemed eligible under DFRA.

More information regarding DRFA is available from the State Emergency Management Committee web page - link - <https://www.dfes.wa.gov.au/recovery/Pages/default.aspx>

DFES, as the State Administrator, may activate DRFA-WA for an eligible event if the estimated cost to the State of eligible measures is anticipated to exceed the Small Disaster Criterion (currently set at \$240,000).

4.5.1. Financial Preparation:

The Shire of Gnowangerup will take the following actions to ensure they are prepared financially to undertake recovery activities should the need arise. These actions include:

- Understanding and treating risks to the community through an appropriate risk management process;
- Ensuring assets are recorded, maintained and adequately insured where possible;
- Establishing a cash reserve for the purpose where it is considered appropriate for the level of risk;
- Understanding the use of section 6.8(1) (b) or (c) of the Local Government Act 1995. Under this section, expenditure not included in the annual budget can be authorised in advance by an absolute majority decision of the Council, or by the mayor or president in an emergency and then reported to the next ordinary meeting of the Council;
- Understanding the use of section 6.11(2) of the Local Government Act 1995 to utilise a cash reserve established for another purpose, subject to one month's public notice being given of the use for another purpose. Local Government Financial Management Regulations 1996 –

regulation 18(a) provides an exemption for giving local public notice to change the use of money in a reserve where the mayor or president has authorised expenditure in an emergency. This would still require a formal decision of the Council before money can be accessed.

- Understanding the use of section 6.20(2) of the Local Government Act 1995 to borrow funds, subject to one month's local public notice of the proposal and exercising of the power to borrow by an absolute majority decision of the Council;
- Ensuring an understanding of the types of assistance that may be available under the Disaster Recovery Funding Arrangements- WA (DRFA-WA), and what may be required of local government in order to gain access to this potential assistance.
- Understanding the need to manage cash flow requirements by making use of the option of submitting progressive claims for reimbursement from DRFA, or Main Roads WA.

4.5.2. Managing Donations:

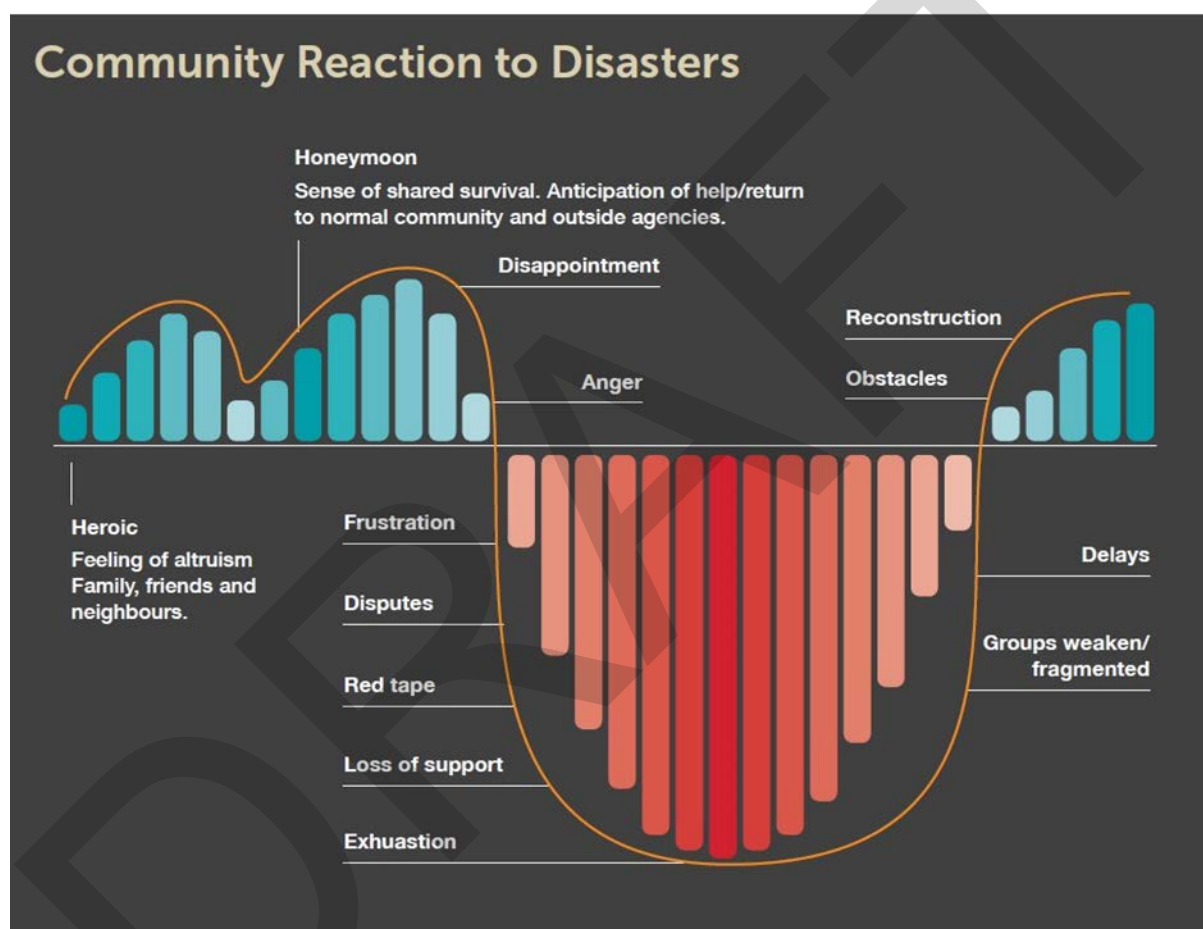
Organisations wishing to establish public appeals for cash donations should use the Lord Mayors Distress Relief Fund managed by the City of Perth, as detailed in the [State EM Recovery Procedure1– Management of Public Fundraising and donations](#). NOTE: Appeals for donations of physical items such as food and furniture should be discouraged unless specifically requested by the Local Recovery Coordination Group. In all instances cash donations should be encouraged with prospective donors directed to the Lord Mayor's Distress Relief Fund.

5. PART FIVE: COMMUNITY REACTIONS

It is important to understand the common reactions that individuals and the affected community as a whole, move through, when they are touched by an emergency.

Understanding the psychosocial impacts of emergencies can provide insight to assist people get back on their feet and to re-establish their post-emergency life.

The below diagram illustrates the four-stage cycle of emotions that people are likely to experience after being impacted by an emergency. This process is indicative only. It should not be read as a sequential process, but as a guide to help anticipate predictable challenges in the recovery stage.



It is important that all recovery communications are mindful of the cycle detailed above. By understanding this, recovery communications can be carefully tailored for the community as they move through each phase.

6. PART SIX: THE NATIONAL PRINCIPLES FOR DISASTER RECOVERY

The National principles for Disaster Recovery (AIDR Community Recovery Handbook 2, 2018), are guidelines of good practice and should underpin planning and operations within local emergency management frameworks.

Successful recovery relies on:

- understanding the context.
- recognising complexity.
- using community-led approaches.
- ensuring coordination of all activities.
- employing effective communication.
- acknowledging and building capacity.

Understanding the context

Successful recovery is based on an understanding of the community context. Recovery should:

- appreciate the risks faced by communities;
- acknowledge existing strengths and capacity, including past experiences;
- be culturally sensitive and free from discrimination;
- recognise and respect differences; and
- support those who may be more vulnerable; such as people with disabilities, the elderly, children and those directly affected

Recognising complexity – successful recovery acknowledges the complex and dynamic nature of emergencies and communities.

Using community-led approaches - successful recovery is responsive and flexible, engaging communities and empowering them to move forward.

Ensuring co-ordination of all activities - successful recovery requires a planned, coordinated and adaptive approach based on continuing assessment of impacts and needs. Recovery should:

Employing effective communication - successful recovery is built on effective communication with affected communities and other stakeholders.

Acknowledging and building capacity - successful recovery recognizes, supports and builds on community, individual and organizational capacity.

The complete National Principles for Disaster recovery can be found at <https://knowledge.aidr.org.au/resources/national-principles-disaster-recovery/>

7. PART SEVEN: ACTIONS AND STRATEGIES

To assist the Local Recovery Coordinator and the Local Recovery Coordinating Group a listing of recovery activities that may be undertaken together with suggested strategies has been provided. The list is not exhaustive, but meant as a prompt to initiate discussion and planning.

Activities:

- One Stop Shop
- Short Term Accommodation
- Counselling
- Establish and managing emergency financial relief schemes
- Surveying and assessing the damage to public and private property
- Repairing and/or replacing public utilities, services and assets
- Assisting with the repair or replacement of private property
- Initiating programs to stimulate community morale and economic growth
- Managing environmental rehabilitation programs
- Coordinating recovery and research agencies
- Revision of Land Use/ Planning schemes

Strategies:

Community Involvement Strategies

- Maximise the use of local resources, groups and individuals
- Promote prior community awareness and education
- Involve people in their own and their community recovery
- Maintain continuous liaison between emergency teams, volunteer groups and community organisations
- Create opportunities for local decision making
- Ensure self-determination in restoration planning
- Maintain a co-operative relationship between volunteers and imported specialists
- Use local suppliers
- Empower the community as quickly as possible

Recovery Information Strategies

- Provide regular updates on –
 - current state & extent of the disaster,
 - actual and proposed official response
 - desired community response
 - advice to isolated families
- Ensure everybody has an understanding of the situation and the opportunity for personal counselling
- Provide for advocacy by agencies and organisations
- Information may be made available to the public using a combination of the methods such as;
 - One Stop Shop
 - Door Knocks
 - Out Reach Programs
 - Information Sheets and or/ Community Newsletters

Recovery Assistance Strategies

- Provide for special needs of aged, ethnic, children etc
- Make food, shelter, clothing, health and emergency finance available immediately.
- Deliver services in a simple & caring manner with minimal disruption to existing processes
- Ensure welfare centre cater for privacy and individual care
- Ensure emergency workers receive ongoing support, debriefing, relief and rest
- Maximise financial aid and minimise material aid

Accountability Strategies

- Ensure the affected community is involved in the allocation and distribution of material and financial resources
- Assist the community in ensuring there is accountability in the use of resources

Strategies for Grants, Loans and Gifts

- Ensure there is community involvement in determining criteria
- Communicate entitlement criteria for financial support & grants immediately
- Alterations to criteria must be communicated clearly to the community
- Consider non-English speaking groups in designing information for grants
- Maintain confidentiality

Strategies to Maintain Family Cohesion

- Keep families together during evacuation and resettlement
- Ensure all policies and processes support the family's ability to recover.

8. PART EIGHT: COMMUNICATION

Regardless of the hazard and who the controlling agency is, it should be expected that the community will turn to the local government for assistance, information and advice, particularly in the recovery phase of an event. The demand for information from the community will often be well beyond what is available, and many will not have a clear idea of what information is required.

It is the responsibility of LRCG to develop an effective communication plan for recovery, specific to the event. Throughout the recovery process, local government is to maintain an on-going dialogue with the affected community and share information with all other stakeholders and partners in the recovery process.

This section provides Information on the establishment of a Recovery Communications Unit to support the LRCG. This unit is then responsible for the development and implementation of a Recovery Communication Plan. Provided in the appendices are templates and checklists which may be used in the development of the communication plan, and also for specific topics of the plan such as media briefings, community meetings and situation updates.

8.1. Effective Communication in Recovery

The effective management of communication following an emergency or disaster can be used to promote and hasten community recovery. It provides an opportunity for the community to have its issues and concerns addressed in the recovery process.

Communication - the how

Communication methods include:

- community meetings;
- pamphlets/flyers/brochures;
- print newsletters;
- noticeboards;
- word of mouth;
- posters/billboards;
- face to face;
- email newsletters;
- websites;
- local newspapers;
- text messaging;
- social media;
- radio and television;
- video communication

Communication—the who

In considering information gathering, processing and distribution channels, it is necessary to take account of who needs information and whose role it is to provide information. It is relatively easy to identify two broad groups that need information:

- the affected community and
- those working towards community recovery

The individuals, groups and organisations included in those groups are innumerable; however, special mention needs to be made of the information needs of:

- Indigenous and culturally and linguistically diverse communities, people with disabilities and seniors, and isolated and vulnerable people;
- elected representatives; and
- the media.

Communication—the what

The broad categories of information that needs to be communicated (perhaps in different ways at different times) in the recovery process are covered by the following questions:

- What has happened in the community?
- What areas have been affected and how have they been affected?
- What do the community see as issues and priorities?
- What is recovery likely to involve?
- What plans are in place for the wellbeing of the community?
- What services and resources are available for recovery of the community?
- What information will assist the community to achieve recovery?

Communication—the where

Information can be provided at a range of settings, including:

- any place where people spontaneously or normally congregate;
- disaster sites (if it is safe to do so) such as mass-casualty events, train or aeroplane crashes, bridge or tunnel collapse etc.;
- Reception or assembly points (airports, evacuation holding locations in central business districts, hospitals etc.);
- Overseas repatriation centres (airports etc.);
- relief, recovery centres/one stop shops, which can be used for the short, medium or long term— these services provide the opportunity for face-to-face information provision, as well as a central repository for up-to-date newsletters and agency specific information such as fact sheets, posters and leaflets; outreach programs;
- community information forums, or neighbourhood or community meetings— these can include congregations of sporting, spiritual, recreational and school groups;
- community events (street/neighbourhood barbeques, memorials, anniversary events, social occasions); and
- through a central website with links to relevant government and non-government service information — websites can establish email networks and use pre-existing community groups' databases. Note: using community groups' databases for email contact has privacy law issues.

In addition to information regarding services available to individuals, there is a need for broader information regarding community activities. The distribution of such information is an important part of supporting the community.

8.2. Communication Roles and Responsibilities

The scale of the recovery communication unit will depend on the demands of the event at hand. All of the following functions may be carried out by the Recovery Communications Coordinator, or each may be delegated out to individual persons. For significant events, each function may be established as a unit, with a functional leader managing the unit and reporting to the Recovery Communications Coordinator.

8.2.1. Recovery Communications Coordinator

The Recovery Communications Coordinator leads and manages the recovery communications work and team. The role should be part of, or have access to, the senior management or executive team; be included in the Local Recovery Coordination Group and relevant subcommittees; and report to the Local Recovery Coordinator. They also have the following responsibilities:

- Lead recovery communications team;
- Establish resourcing requirements for the recovery communications team including rosters and additional staffing support;
- Ensure resource requirements take into account fatigue management issues that may arise;
- Keep abreast of all communications related to the emergency (from its outset) from the HMA and other sources;
- Provide support to the Local Recovery Coordinator;
- Advise the Local Recovery Coordinator on any additional resource requirements for communications;
- Ensure timely briefing and debriefing for team members is completed;
- Develop a Recovery Communications Plan;
- Develop and coordinate time critical recovery messaging for the community; and
- Coordinate and prioritise recovery messaging for the local government.

8.2.2. Community Liaison

The community liaison function undertakes direct liaison with key community groups. This includes obtaining and providing information and messages received to and from the affected community via the recovery centre, telephone line, SMS system and any other methods. This function can have a direct link to the Community Liaison Unit within the Hazard Management Agency (if utilised by the HMA) and the Community Development/ Engagement team or officer with the local government. The Community Liaison Unit has the following responsibilities:

- Gather, coordinate and maintain community contact lists;
- Maintain liaison through various channels such as the recovery centre, telephone line and SMS system;
- Coordinate key information analysis from the Community Liaison Unit (where available) and the local government community development/engagement team or officer;
- Coordinate public information messaging and gathering at community events such as public meetings;
- Contribute to key recovery messaging using intelligence gathered from community liaison activities and provide to the LRCG;
- Provide input to the Recovery Communications Plan; and
- Be part of briefing and debriefing with team members.

8.2.3. Stakeholder Engagement

The stakeholder engagement function coordinates with key agency, organisation and local government stakeholders and keeps them informed, engaged and involved. The stakeholders may be assisting directly as a member agency of the LRCG or relevant subcommittee, or outside of this arrangement supporting recovery activities within the affected community. The stakeholder engagement unit has the following responsibilities:

- Coordinate and maintain key stakeholder contacts;
- Ensure information flow is coordinated from all agencies and organisations in and out of the local government;

- Ensure relevant organisations who are integral to the recovery effort are represented at appropriate times on the LRCG;
- Contribute to key recovery messaging using intelligence gathered from liaison with stakeholders;
- Provide input to the Recovery Communications Plan; and
- Be part of briefing and debriefing with team members.

8.2.4. Media Liaison

The media liaison function has direct contact with media stakeholders and supports key messaging in recovery. The media liaison function has the following responsibilities:

- Coordinate and maintain media contact list;
- Coordinate media opportunities for the local government with the media;
- Brief local government spokesperson before and after media interviews and conferences;
- Contribute to key recovery messaging using intelligence gained from liaison with the key media contacts;
- Provide input to the Recovery Communications Plan; and
- Be part of briefing and debriefing with team members.

8.2.5. Social Media

The social media function provides expertise in social media applications that may be utilised by the local government in communicating with the affected community during recovery. This function requires the use of social media to gather intelligence and to provide up to date information and engage with the community. The social media function has the following responsibilities:

- Coordinate and maintain social media platforms utilised by the local government to engage with the community;
- Monitor community led social media sites to gather intelligence to contribute to recovery decisions by the LRCG;
- Contribute to key recovery messaging using intelligence gathered from social media platforms;
- Provide input to the Recovery Communications Plan; and
- Be part of briefing and debriefing with team members. .

8.2.6. Internal Communications

The internal communications function coordinates information and messaging about what is happening in recovery to keep staff within the local government informed. Internal reporting mechanisms are used as appropriate, to support staff dealing with the affected community in a face-to-face, customer service and on the ground environment on a daily basis. The internal communications function has the following responsibilities:

- Coordinate and maintain information to staff on relevant platforms utilised by the local government for internal communications;
- Contribute to key recovery messaging using intelligence gathered from staff members who have direct liaison with the community;
- Provide input to the Recovery Communications Plan; and
- Be part of briefing and debriefing with team members.

8.2.7. Publications

The publications function is to develop, produce and maintain key documentation used in recovery to support communications within the affected community. The publications function has the following responsibilities:

- Develop, produce and maintain documents to support the local government's recovery activities;
- Ensure key recovery messages are included in the recovery documents produced;
- Provide input to and document the Recovery Communications Plan; and
- Be part of briefing and debriefing with team members.

8.2.8. Ministerial Liaison

The ministerial liaison function supports the role of the State Recovery Coordinator to ensure coordination and consistent messaging between the relevant ministers, local government and the affected community. It supports dealings with the local government and contact with the Department of Local Government, Sport and Cultural Industries, Department of the Premier and Cabinet, Premier, Ministers, Ministerial Advisers, Members of Parliament and local members. The Ministerial Liaison has the following responsibilities:

- Coordinate and maintain ministerial contact lists;
- Maintain liaison with relevant departments, Ministers and Ministerial Advisers;
- In conjunction with the State and Local Recovery Coordinators, coordinate ministerial visits to the affected community and community venues;
- Contribute to key recovery messaging by gathering intelligence from Ministers and local members who have direct contact with the community; and
- Provide input to the Recovery Communications Plan.

9. PART 9: EXERCISING AND REVIEWING

9.1. Reviewing

Testing and exercising are essential to ensure that the arrangements are workable and effective. The Local Recovery Plan is to be reviewed in accordance with the State EM Policy, and amended and replaced whenever the local government considers it appropriate (*Emergency Management Act, 2005* s 42).

According to State EM Policy, LEMA (including a Local Recovery Plan) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly;
- a review is conducted after an event or incident in which the local recovery plan was implemented;
- a review is conducted after training that exercises the arrangements; and
- an entire review is undertaken every five years, as risks might vary due to climate, environment and population changes.

Circumstances may require more frequent reviews.

9.2. Exercising

Local Emergency Management Committees are to develop appropriate exercise plans and schedules to test local arrangements including Local Recovery Plan. Refer to *Emergency Management Act, 2005* s 39 and State [EM Policy – State Emergency Management Exercises](#) for further information on conduct of exercise.

Exercising the arrangements during the planning process will allow the LRC & LRCG to:

- test the functionality and effectiveness of the local arrangements;
- bring together members of emergency management agencies and give them knowledge of, and confidence in, each other;
- help educate the community about local arrangements and programs thus providing them with confidence in their local government and emergency management agencies;
- allow participating agencies an opportunity of testing their operational procedures and skills in simulated emergency conditions; and
- test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

The management of an exercise is a systematic process involving planning, documenting, conducting, evaluating and validating.

9.3. Evaluation of Recovery

It is the responsibility of the LRC to monitor the progress of recovery and provide periodic reports to the LRCG, DEMC, District Advisor, State Recovery Coordinator and State Recovery Coordination Group, if established. The evaluation of recovery activities is essential to maximise lessons learned and identify where improvements can be made. An evaluation of the effectiveness of the recovery activities in relation to the recovery plan should be conducted within 12 months of the disaster.

The evaluation can involve:

- Community and stakeholder surveys
- Interviews
- Workshops
- Assessment of key project outcomes

APPENDIX 1: CONTACT LIST
Shire of Gnowangerup Emergency Contact List

STRICTLY CONFIDENTIAL

NOT FOR PUBLIC DISTRIBUTION

The following contact details are provided for emergency use only and should not be disclosed under any circumstances without expressed consent having obtained

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INTENTIONALLY BLANK
Confidential information
Not for Public Release

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APPENDIX 2: RESOURCES
Shire of Gnowangerup Resource List

STRICTLY CONFIDENTIAL

NOT FOR PUBLIC DISTRIBUTION

The following resource details are provided for emergency use only and should not be disclosed under any circumstances without expressed consent having obtained

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Confidential information
Not for Public Release

APPENDIX 3: SPONTANEOUS VOLUNTEER REGISTRATION FORM

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Volunteer Application Form



Contact Information

Name	
Address	
Phone/Mobile	
E-mail Address	

Availability

- | | |
|---|---|
| <input type="checkbox"/> Weekday mornings | <input type="checkbox"/> Weekend mornings |
| <input type="checkbox"/> Weekday afternoons | <input type="checkbox"/> Weekend afternoons |
| <input type="checkbox"/> Weekday evenings | <input type="checkbox"/> Weekend evenings |

Interests

Tell us in which area are you interested in volunteering

- | | |
|---|---|
| <input type="checkbox"/> Administration | <input type="checkbox"/> Deliveries |
| <input type="checkbox"/> Events | <input type="checkbox"/> Phone bank |
| <input type="checkbox"/> Field work | <input type="checkbox"/> Volunteer coordination |

Special Skills or Qualifications

Summarise special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities:

Emergency Contact Information

Name	
Relationship	
Address	
Phone/Mobile	
E-mail Address	

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Name	
Signature	
Date	

APPENDIX 4: AIDE DE MEMOIRE

Local Recovery Coordinator Local-Level Recovery Arrangements

Checklists

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AIDE MEMOIRE

LOCAL RECOVERY COORDINATOR

LOCAL-LEVEL RECOVERY ARRANGEMENTS

Additional information on the Local Recovery Coordinator can be found in the [EM Act, Section 41\(4\)](#); [State EM Policy/Plan, Section 6](#); and [State EM Local Recovery Guidelines](#)

Nomination and role of a Local Recovery Coordinator

Local governments are to nominate a suitably skilled Local Recovery Coordinator (LRC) in their Local Emergency Management Arrangements. More than one person should be appointed and trained in case the primary LRC is unavailable during an event. The LRC is responsible for the development and implementation of recovery arrangements, including:

- consideration of potential membership of the Local Recovery Coordination Group (LRCG) prior to an event occurring
- preparation, maintenance and testing of the Local Recovery Plan in conjunction with the local government for endorsement by the Council of the Local Government
- coordination and promotion of community awareness of the recovery arrangements
- community engagement in recovery arrangements and increasing community involvement in recovery preparedness, awareness and resilience.

Local Recovery Coordinator functions during Response

- liaise with the HMA/Controlling Agency (CA) and District Advisor (DA), and attend (or nominate a Local Government Liaison Officer or CEO) the Incident Support Group and/or Operations Area Support Group meetings
- advise Mayor, Shire President and Chief Executive Officer on the requirement to convene the LRCG, including suggested membership that is event specific
- meet with agencies involved with recovery operations to determine actions
- ensure receipt of Initial Impact Assessment from CA
- determine the level of State involvement in the recovery effort, in conjunction with the local government, LRCG and State Recovery Coordinator (SRC)
- coordinate local recovery arrangements in conjunction with the LRCG, CA, Local Emergency Coordinator and other responsible agencies, if applicable.

Local Recovery Coordinator functions during Recovery

- In consultation with the DA, assess the LRCG requirements and resources for the restoration of services and facilities planned with assistance of responsible agencies
- monitor the progress of recovery and provide periodic reports to LRCG that includes: fatigue management (self/others); and communications are accurate, timely and planned
- in conjunction with the local government, ensure that any State-level recovery coordination operates only to ensure that the affected community has equitable and appropriate access to available resources
- ensure recovery projects that support the social, built, economic and natural recovery environments are community-led and targeted to best support affected communities

- provide a central point of communication and coordination for the wide range of recovery related services and projects being progressed outside of the LRCG
- make appropriate recommendations, based on lessons learnt, to the Local Emergency Management Committee to improve the community's recovery preparedness.
- arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the recovery arrangements
- arrange for an evaluation of the effectiveness of the recovery activities in relation to the Local Recovery Plan, which should be reviewed within 12 months of the emergency
- ensure the Local Recovery Plan is practical and easily accessible by community/public.

Local Recovery Coordination Group – role and functions

The LRCG is the strategic decision-making body for recovery. Key functions are:

- assess impact of event and coordinate activities to rebuild, restore and rehabilitate the social, built, economic, natural and psychosocial wellbeing of the affected community
- ensure inclusion and recovery issues of special needs people/groups are addressed
- if the Disaster Recovery Funding Arrangements – WA (DRFA-WA) have been activated for the event: ensure an assessment of damage is undertaken; and be aware of process requirements for eligible assistance measures (contact DRFA-WA officers for advice)
- manage offers of assistance, including volunteers, services and donated money.
- if the Lord Mayor's Distress and Relief Fund (LMDRF) is activated, consult with the City of Perth regarding the eligible criteria and procedures by which LMDRF payments will be made to affected individuals, as the process *commences* through the local government
- assume administrative tasks: agenda, minutes, reports, finances, recordkeeping, etc.
- coordinate with CA on completion of the [Comprehensive Impact Assessment](#)
- assess recovery requirements, based on the impact assessment/s, within the four environments: social (including psychosocial), built, economic and natural
- establish LRCG subcommittees, across the four environments: social (community), built (infrastructure), economic and natural (environment) subcommittees, or as required
- for extensive reconstruction work, develop an event specific Operational Recovery Plan that includes: timeframes, responsibilities, completing major activities, full community participation and access, and considers the longer-term recovery needs and requirements
- negotiate and facilitate the provision of services, public information, information exchange and resource acquisition
- monitor the progress of recovery, and receive periodic reports from recovery agencies.

Alignment with the national principles for disaster recovery

Ensure recovery activities are consistent with the national principles for disaster recovery:

- | | |
|---------------------------------------|---------------------------------------|
| • understand the context | • coordinate all activities |
| • recognise complexity | • communicate effectively |
| • use community-led approaches | • recognise and build capacity |

Effective recovery communication and community engagement

A "*Checklist for the LRC and LRCG*" which includes information on communicating in recovery and community engagement can be found in **Attachment A**.

For further information on the Aide Memoire, refer to the:

State EM Local Recovery Guidelines, Part 3 "Managing Recovery", found on the SEMC website:

<https://www.semc.wa.gov.au/Documents/Resources/LegislationPolicyPlansProcedureandGuidelines/Guidelines/LocalRecoveryGuideline.pdf>

ATTACHMENT A

LOCAL RECOVERY COORDINATOR/COORDINATION GROUP CHECKLIST

(Please note **timeframes are a guide only** and the listing is not exhaustive)

Task Description	Complete
Within 12-24 hours	
Contact and alert key local/agency contacts, including Incident Controller and DA.	
Liaise with Controlling Agency (CA) and participate (or nominate the Local Government Liaison Officer or CEO) in the Incident Support Group and/or Operations Area Support Group.	
Identify special needs and vulnerable people such as: youth, the aged, the disabled, Aboriginal people, culturally and linguistically diverse (CaLD) people, and isolated and transient people.	
Consider fatigue management for self and recovery staff (contact EM agencies for advice/support)	
Consider what support is required, such as resources to maintain records of events and actions.	
Brief media on the recovery, ensuring accurate and consistent messaging (use the local government's media arrangements, or seek advice and support from recovery agencies).	
Within 48 hours	
LRC to ensure receipt of the initial impact assessment from the CA.	
LRC and local government to determine the need to convene a LRCG and brief members.	
In conjunction with the State Recovery Coordinator, the LRC and local government are to participate in the determination of the level of State involvement in the recovery effort.	
Meet with agencies involved with recovery operations to determine priority actions.	
Develop and implement an event specific Communication Plan, including public information, appointment of a spokesperson and the local government's internal communication processes.	
Manage offers of assistance, volunteers and donated money. Liaise with the City of Perth's Lord Mayor's Distress and Relief Fund (LMDRF), if activated, on eligible criteria and procedures for payments to affected individuals. The procedures commence through the local government. Refer to the <i>State EM Local Recovery Guidelines, Appendix Seven</i> for the criteria and procedures.	
Activate outreach program to meet immediate needs and determine ongoing needs. Consider the need for specialist counselling, material aid, accommodation, financial assistance and social, recreational and domestic facilities (liaise with the Department of Communities).	
Report on likely costs and impact of recovery activities and establish a system for recording all recovery expenditure (such as keeping all receipts and providing timesheets for paid labour).	
Consider setting up a call centre with prepared responses for frequently asked questions (FAQ). Place the collated FAQs on the local government's website or link for the disaster event, and/or printed materials, as appropriate (choose suitable medium/s for various audiences).	
Within 1 week	
Participate in consultation for completion of Comprehensive Impact Assessment by the CA.	
Establish LRCG subcommittees, if needed, based on the 4 environments: social, built, economic and natural, and determine functions and membership. Refer to the <i>State EM Local Recovery Guidelines, Appendix Seven: Sample Recovery Subcommittee Role Statements</i> .	
Depending on extent of the damage, the LRC and LRCG should develop an Operational Recovery Plan which determines the objectives, recovery requirements, governance arrangements, resources and priorities that is specific to the event. Refer to the <i>State EM Local Recovery Guidelines, Appendix Six: Operational Recovery Plan Template</i> .	
If the event has been proclaimed an eligible natural disaster under the Disaster Recovery Funding Arrangements – WA, be aware of process requirements for eligible assistance measures.	
Liaise with DA and recovery agencies to coordinate local management of recovery process.	
Task Description	Complete

Within 1 to 12 months (or longer-term recovery) cont.	
Promote community engagement in recovery planning including involvement in the development of the Local Recovery Plan, which may also improve confidence in recovery and generate a sense of ownership for the Plan, as well as increasing recovery awareness.	
Ensure the completed Local Recovery Plan clearly identifies recovery and operational arrangements such as: any agreements made between local governments or emergency management; roles; responsibilities; and records of all recovery expenditure and resources used.	
Determine longer-term recovery strategies that include psychosocial support.	
Debrief recovery agencies and staff.	
Implement transitioning to mainstream services in consultation with the local government or the State Recovery Coordinator, if applicable.	
Evaluate effectiveness of recovery within 12 months of the emergency, including: <ul style="list-style-type: none"> • lessons identified and implementation of projects/plans/training to address the lessons • developing recovery strategies/programs/training and education, in consultation with the community, that strengthens community preparedness and resilience for future events. 	
Recovery communication and community engagement – throughout the recovery effort	
Effective recovery communication addresses, at a minimum: <ul style="list-style-type: none"> • the how: community meetings, printed materials, noticeboards, websites, social media, etc. • the who: wide variety of groups, including special needs groups • the what: what has happened, what are the issues, what services/information are available • the where: provide information any place where people spontaneously/normally congregate. 	
Set-up relief, recovery centres/one stop shops, that provide the community access to all recovery services for the short, medium or long term. These services provide the opportunity for face-to-face information and resources, as well as a central repository for up-to-date local, community and agency specific information, outreach programs, etc.	
Arrange community initiatives, or accommodate and support community-led initiatives, such as: <ul style="list-style-type: none"> • community information forums, or neighbourhood or community meetings which can include congregations of sporting, spiritual, recreational and school groups • community or social events, street/neighbourhood barbeques, memorials, anniversaries • a central website with links to relevant government and non-government service information; establish email networks; and the provision of social media. 	
Plan and implement a Community Engagement Strategy, using the following as a basic guide: <ul style="list-style-type: none"> • establish a target audience: consider demographics, groups and networks • determine matters to be communicated: what information is needed <i>from</i> the community and what information is needed to be provided <i>to</i> the community • methods of communication: consider appropriate methods/mediums for various audiences. 	
Establish, or support, community briefings, meetings and information in the recovery context that provide: <ul style="list-style-type: none"> • clarification of the emergency event (Controlling Agency) • advice on services available (recovery agencies) • input into development of management strategies (local government and recovery agencies) • advice to affected individuals on how to manage their own recovery, including the provision of public health information and psychosocial support (local government, specialist advisers, and government agencies such as the Department of Communities). 	
Arrange community meetings and recovery information forums, with clear objectives and purpose, which help in providing information, gathering concerns, dispelling rumour, correcting misconceptions, and raising the profile of the recovery effort. For public meetings, consider: <ul style="list-style-type: none"> • the patronage, agenda, process of conducting the meeting, speakers, subject matter, complaint process, strategies to deal with, and follow up, concerns or complaints • have representatives from EM disciplines to give factual information • psychosocial issues • appropriate communication strategies for special needs and vulnerable people and groups. 	

APPENDIX 5: OPERATIONAL RECOVERY PLAN GUIDELINE

OPERATIONAL RECOVERY PLAN

(Suggested composition/layout following a major emergency)

(Name of Community) Operational Recovery Group

Operational Recovery Plan

Emergency:

Date of Emergency:

Section 1: Introduction

- Background on the nature of the emergency or incident
- Aim or purpose of the plan
- Authority for plan

Section 2: Assessment of Recovery Requirements

- Details of loss and damage to residential, commercial and industrial buildings, transport, essential services (including State and Local Government infrastructure)
- Estimates of costs of damage
- Temporary accommodation requirements (includes details of evacuation centres)
- Additional personnel requirements (general and specialist)
- Human services (personal and psychological support) requirements
- Other health issues

Section 3: Organisational Aspects

- Details the composition, structure and reporting lines of the groups/committees and subcommittees set up to manage the recovery process
- Details the inter-agency relationships and responsibilities
- Details the roles, key tasks and responsibilities of the various groups/committees and those appointed to various positions including the Recovery Coordinator.

Section 4: Operational Aspects

- Details resources available and required
- Redevelopment Plans (includes mitigation proposals)
- Reconstruction restoration programme and priorities, (including estimated timeframes)
- Includes programs and strategies of government agencies to restore essential services and policies for mitigation against future emergencies
- Includes the local government program for community services restoration
- Financial arrangements (assistance programs (NDRRA), insurance, public appeals and donations
- Public information dissemination.

Section 5: Administrative Arrangements

- Administration of recovery funding and other general financial issues
- Public appeals policy and administration (including policies and strategies for office and living accommodation, furniture and equipment details for additional temporary personnel).

Section 6: Conclusion

Summarises: goals, priorities and timetable of plan

Signed by:

Chair, Local Recovery Coordination Group

Date:

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APPENDIX 6: COMMUNICATIONS TEMPLATES

The following templates are designed to assist the recovery communications unit with developing a recovery communications plan and community messaging and updates. Where appropriate, two of each template is provided, one with example content and a second which is blank to allow for specific messaging to be developed.

These templates are NOT designed for public distribution; they are to provide assistance to staff members in developing their messaging for the public, as well as status updates for the LRCG.

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RECOVERY COMMUNICATIONS PLAN TEMPLATE

Vision

Recovery aims and goals for the affected community. This can be copied off the Recovery Plan

Mission

Purpose of the recovery communications plan

Why?	
Who?	
What?	
When?	
Where?	
How?	

Background

Brief detailed description of the emergency events

Communications Objectives

Clear, measurable and achievable objectives. No more than five

1.)

2.)

3.)

4.)

5.)

Key Target Audience

Who are the key community members that are being targeted and how is this being done?

Who is responsible for the communication method and by when?

Target Audience	
Descriptions	
Actions	
Who	
By When	

Key Messages

What are the current key messages and how are they being distributed, to whom?

Message	
Method	
Who	

Actions

What communications are being undertaken to which stakeholder group and how is this being done?

Who has the responsibility and how often will they be distributed and/or updated?

Stakeholder Group	
Communication	
Method	
Who	
Frequency	

Monitor and Evaluate

How is each communication method monitored and evaluated for effectiveness?

How often will they be monitored and evaluated?

Method	
Monitor and Evaluate	
Frequency	

Communications Budget

How much money has been allocated to be spent on each communication method?

Keeping up to date records of how much is being spent against the budget is essential.

Method	
Amount allocated	
Amount spent/ Date	

Communication Plan Review

Who is responsible for monitoring the complete recovery communications plan, what date was it reviewed and what were the major changes that were made?

By whom	
Date	
Major changes	

RECOVERY STATUS UPDATE - TEMPLATE

Summary

Incident Date	Incident Description	Update Prepared By

Status Summary

Activity Underway	% Complete	Due Date	Assigned to	Notes

Risk and Issue History

Risk or Issue	Assigned to	Date

Notes, Conclusions and Recommendations

TALKING POINT - EXAMPLE

Incident Date	Incident Description	Update Prepared By

Key Points

In this section, summarise the latest key Talking Points. This could be a mix of new important information and older information that is still important or continuous. Where possible limit this to 5-6 points, but don't leave something critical out just to save space.

Latest Points

In this section you can provide further background information that is in an easy read bullet point form. You may wish to use sub-headings such as "Personal Support", "Infrastructure", "Utilities", "Roads", or other relevant themes based on your recovery priorities. You may also choose to use the "FAQ" format if there are specific matters of high public interest.

For example:

Personal Support:

- Residents who are experiencing difficulties should contact the Shire's Rate Officer to discuss the postponement of rate payments.
- The *insert agency* are offering short term care available to parents who need to attend to property repair matters.

Infrastructure:

- The Shire's maintenance crews have been tasked to focus on community centre infrastructure first, including Shire Offices, Library and Primary School.
- The repaired centres will be used as multi-purpose facilities while other infrastructure including the Swimming Pool and Community Park are repaired.

FAQs

Consider collating FAQs to ensure the answer is consistent each time; any new information or changes can also be included here.

For example:

Q: Is it true the Shire has diverted work crews from the aged care facility to work on the council building?

A: The aged care facility is being repaired by commercial contractors as one of the first priorities, and due to the exposed dangers at the site the Contractor has requested only their staff remain there. Council crews that were due to work there have been diverted to other urgent works matters.

Conclusion and Notes

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TALKING POINT - TEMPLATE

Incident Date	Incident Description	Update Prepared By

Key Points

- 1)
- 2)
- 3)
- 4)
- 5)

Latest Points

FAQs

Consider collating FAQs to ensure the answer is consistent each time; any new information or changes can also be included here.

Q:
A:
Q:
A:
Q:
A:

Conclusion and Notes

--

COMMUNITY MEETING CHECKLIST

BEFORE

- Determine the Master of Ceremony (MC) and local government spokesperson. This may be the same person or different, depending on the local government and the community.
- Ensure key speakers from the Hazard Management Agency (HMA), combat agencies, support organisations and local government are included, invited, allowed to contribute to the agenda and briefed.
- Invite relevant Community Liaison Unit from the HMA to attend meeting to support the community with their information needs during the response phase.
- Select an easy, central and significant location for the community meeting.
- Prepare a clear agenda using talking points, time frames and input from all agencies.
- Determine a question and answer feedback option for community members during and after the meeting.
- Advise and notify community members of the meeting details including location, time and agenda.
- Organise audio visual requirements, parking, seating, catering, record of attendance and feedback capture.
- Test all audio equipment, electrical outlets and sound system. Consider filming the speakers to be hosted on the local government website, if appropriate.
- Brief and prepare local government spokesperson by practising answers.
- Plan for the presence of media at the meeting.

DURING

- MC to communicate agenda to the audience and introduce speakers. Agenda is used as a structure for the meeting but allow for other issues at the end of the meeting to be discussed.
- MC to review previous community meetings including any issues and updates that need to be communicated. MC to advise when the next meeting will be or how often the meetings will continue for.
- Determine community members preferred communication methods. Consider using a voting system with dots/stickers/post it notes on the walls to get a clear picture of preferred methods.
- Assign a person who will take notes, action issues and advise the recommended completion or action time to the community. Advise how these will be distributed or communicated after the community meeting.
- Ensure all speakers adhere to the Giuliani method of information communication which includes information to the community that is:
 - What we know;
 - What we don't know;
 - What we are doing; and
 - What we want you to do.

Allow questions from the community using a roaming microphone.

MC to thank attendees and advise of availability of refreshments after the conclusion of the meeting.

AFTER

- Ensure speakers are available for further discussion or any contact details available or point of reference for further information.
- Ensure the Department of Communities and other support agencies, such as Australian Red Cross are attending the community meeting to provide psychological well-being to community members if required.
- Provide follow up ways to gather information for any audience members that were unable to ask questions during the meeting.
- Upload recording of the meeting to the local government website or provide a summary of the information presented.

DRAFT

MEDIA CONFERENCE CHECKLIST

A media conference can be utilised if there is public and media interest after the emergency and can be used to get specific messages across the media, general public and the community.

- A media conference should be managed by the Media Liaison function located within the Recovery Communications team.
- The announcement will need to be prepared, the spokesperson chosen and briefed and the time of the conference chosen to suit relevant media deadlines.

BEFORE

- Consider the news cycle timings.
- Make a media invitation list and send invite via email.
- Select an easy access location for the media conference.
- Arrange for parking and catering requirements (only if remote and needed).
- Arrange seating so all media have clear access to the spokesperson – if this is a small event, media can be standing.
- Position local government logo on the podium or behind the spokesperson – if this is a small conference, a podium and the logo may not be needed.
- Test all audio equipment, electrical outlets and sound system.
- Brief and prepare local government spokesperson by practising answers.

THE DAY OF AND DURING

- Greet media and show them where to set up.
- Prepare and distribute any information to give to the media.
- Arrange catering (only if needed).
- Start exactly on time.
- Introduce local government spokesperson or they introduce themselves.
- Ensure cut off time is adhered to, including time for questions.
- Thank the media for their attendance

DRAFT

14. INFRASTRUCTURE AND ASSET MANAGEMENT

14.1	SALE OF 1999 JOHN DEERE BACKHOE LOADER GN 0026
Location:	N/A
Proponent:	Smith Broughton / Allied Equipment
File Ref:	
Date of Report:	10 th June 2019
Business Unit:	Infrastructure and Assets Management
Officer:	John Skinner - Asset and Waste Management Coordinator
Disclosure of Interest:	Nil

ATTACHMENTS

- Offer from Smith Broughton / Allied Equipment.

PURPOSE OF THE REPORT

To seek Council's approval for the disposal of surplus equipment GN 0026 (1999 John Deere 315 SE backhoe).

BACKGROUND

As part of the 10-Year Plant Replacement Program, the planned replacement of GN 0026 was included in the 2018/19 budget. With this replacement, a 1999 John Deere 315 SE backhoe became surplus to requirements and was then offered for sale in the local newsletters and the Albany Advertiser.

COMMENTS

Allied Equipment / Smith Broughton has offered \$24,000.00 for GN 0026; we received no offers from within the Shire.

Note: this price is GST exclusive.

It is recommended that the Shire accept the offer from Allied Equipment / Smith Broughton.

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995
s3.58 disposing of Property

POLICY IMPLICATIONS

Policy 4.1 Purchasing

FINANCIAL IMPLICATIONS

This offer exceeds expected trade-in price (\$10,000) for GN 0026 in the 2018/19 Budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Financial Sustainability

Objective: Effective management to conduct business in a financially sustainably manner

Strategic Initiative: Manage liabilities and assets through a planned, long-term approach

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION:

0619. That Council

That Council authorise the CEO to accept the offer of \$24,000 from Allied Equipment / Smith Broughton for the purchase of GN 0026, a 1999 John Deere 315 SE Backhoe Loader.

From: [GNP Shire](#)
To: [John Skinner](#)
Subject: FW: Backhoe
Date: Monday, 6 May 2019 10:07:31 AM

From: Kenn MacPherson <Kenn@sbauction.com.au>
Sent: Friday, 3 May 2019 1:31 PM
To: GNP Shire <gnpshire@gnowangerup.wa.gov.au>
Subject: Backhoe

John,

Went and had a look at the Case 315 Backhoe yesterday, Smith Broughton would be prepared to pay the following:

Case 315SE Backhoe, 1999 with 3983hrs. \$24000 plus gst.

Once you have confirm your disposal method we can pay and have the machine transported to our yard.

Thankyou for the opportunity.

Kenn MacPherson
Sales Representative



T | +61 8 9374 9222 M | +61 439 902 695
10 Clayton St Midland Western Australia 6056
www.sbauction.com.au

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This message has been scanned for malware by Forcepoint. www.forcepoint.com

15. STATUTORY COMPLIANCE

Nil

16. FINANCE

16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION – MAY 2019

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM0451
Date of Report: 14th June 2019
Business Unit: Corporate and Community Services
Officer: CA Shaddick – Senior Finance Officer
Disclosure of Interest: Nil

ATTACHMENTS

- May 2019 Cheque Listing

PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of May 2019.

BACKGROUND

Nil

COMMENTS

The May 2019 cheque list for the period 01/05/2019 to 31/05/2019 is attached as follows:

FUND	AMOUNT
Municipal Fund	\$ 877,154.58
Trust Fund	\$ 251.38
Credit Card	\$ 1,774.76
TOTAL	\$ 879,180.72

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 4.7

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: Sustainable and Capable Council

Objective: Provide accountable and sustainable leadership

Strategic Initiative: Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

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

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

This is a standard item in the Ordinary Council Meeting Agenda.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

0619. That Council

Approve the Schedule of Accounts:

Municipal Fund Cheques 27489 - 27510, EFT 14756 – EFT 14861, Superannuation and Direct Deposits totalling \$877,154.58 and Trust Fund Cheques 910 - 912 totalling \$251.38 and Corporate Credit Card totalling \$1,774.76.

Chq/EFT	Date	Name	Description	Amount
910	3/05/2019	BUILDING COMMISSION	BUILDING COMMISSION APPLICATION FOR APRIL 2019	\$ 97.19
911	3/05/2019	BCITF	BCITF APPLOCATIONS FOR APRIL 2019	\$ 140.94
912	3/05/2019	SHIRE OF GNOWANGERUP	COMMISSIONS FOR APRIL 2019	\$ 13.25
TOTAL TRUST ACCOUNT				\$ 251.38
EFT14756	2/05/2019	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 90.00
EFT14757	2/05/2019	BEST OFFICE SYSTEMS	DEPOT PHOTOCOPY INK FOR THE PERIOD OF 28/03/2019 - 28/04/2019	\$ 239.20
EFT14758	2/05/2019	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 120.00
EFT14759	2/05/2019	COURIER AUSTRALIA	FREIGHT	\$ 21.51
EFT14760	2/05/2019	FULTON HOGAN INDUSTRIES WA	RESEALING TIELINE ROAD - FULL SERVICE RESEALING ONGERUP PINGRUP RD - FULL SERVICE	\$ 172,793.31 P \$ 142,544.72 P
EFT14761	2/05/2019	GNOWANGERUP SPORTING COMPLEX	ACCOMMODATION AT GNP CARAVAN PARK FOR FINAL TRIM GRADER OPERATOR ONGERUP PINGRUP SHOULDER WIDENING	\$ 500.00
EFT14762	2/05/2019	JH COMPUTER SERVICES PTY LTD	PRINTING ERRORS RECTIFIED	\$ 748.00
EFT14763	2/05/2019	KIRSTY BUCHANAN	MEALS AND PARKING EXPENSES REIMBURSED FOR HERITAGE CONFERENCE	\$ 123.27
EFT14764	2/05/2019	LGRCEU	PAYROLL DEDUCTIONS	\$ 164.00
EFT14765	2/05/2019	OFFICEWORKS	15 BOXES A4 PAPER	\$ 466.61
EFT14766	2/05/2019	OLUMAYOKUN OLUYEDE	CASH SUBSIDY AS PER CONTRACT FOR APRIL 2019	\$ 11,000.00
EFT14767	2/05/2019	ONGERUP CARAVAN PARK	CLEANING ONGERUP PUBLIC TOILETS AND TOWN HALL APRIL 2019	\$ 323.44
EFT14768	2/05/2019	ROB OWEN DECORATING SERVICES	CLEAN AND PAINT CENTER ISLAND AND PAVING	\$ 6,105.00
EFT14769	2/05/2019	WAYFOUND	FINAL HOURS AND PRODUCTION OF GNOWANGERUP INFORMATION BAY	\$ 1,804.00
EFT14770	2/05/2019	WOOD & GRIEVE ENGINEERS	CUNEO CLOSE UPD DESIGN AND DOCCUMENTATION AND TELECOMMUNICATIONS DESIGN	\$ 1,144.00
EFT14771	10/05/2019	AIR LIQUIDE	CYLINDER FEE SMALL, MEDIUM, LARGE	\$ 144.87
EFT14772	10/05/2019	ARMADILLO PRODUCTS	TEXXON MOLYPLEX TAC 20KG (BLACK GREASE) AND FILTERS FOR ROLLER GN.0051	\$ 489.73

EFT14773	10/05/2019	ASHLEIGH ANNE NUTTALL	GNP GRADER DRIVER RENT 20/05/2019-02/06/2019	\$ 500.00
EFT14774	10/05/2019	AUSPAN GROUP	PAYMENT 2 (BALANCE BEFORE DELIVERY)) GNP DEPOT SHED	\$ 29,817.04
EFT14775	10/05/2019	APRA LIMITED	LICENSE FEE 01/06/2019-31/05/2020 HALLS AND FUNCTION CENTRES	\$ 73.16
EFT14776	10/05/2019	AUSTRALIA POST	POSTAGE FOR APRIL	\$ 537.71
EFT14777	10/05/2019	B P HARRIS & SON	FLEXI PUMP 1 X 40 X 40 X 2.5 DURAGAL ANGLE AND FLAT BAR	\$ 182.12
EFT14778	10/05/2019	BEST OFFICE SYSTEMS	TONER FOR MAIN ADMIN PRINTER	\$ 17.00
EFT14779	10/05/2019	BGL SOLUTIONS	MONTHLY GROUNDS MAINTENANCE AS PER CONTRACT	\$ 10,429.53
EFT14780	10/05/2019	CORPORATE ENERGY AUSTRALIA PTY LTD	5W30/80W90 25 LITERS DRUM MORRIS XEP 90 GEAR OIL L.S.D. PRODUCT CODE: XEP025	\$ 166.65
EFT14781	10/05/2019	DEPT WATER & ENVIRONMENTAL REGULATION	CLEANING OF SEPTIC TANK - TRACKING FORMS	\$ 176.00
EFT14782	10/05/2019	EDWARDS MOTORS PTY LTD	MAZDA GN.006- DRS CAR - PARTS FOR SERVICE	\$ 486.00
EFT14783	10/05/2019	GNOWANGERUP CRC	CLEANING, ELECTRICITY, TELEPHONE AND STAFFING FOR APRIL 2019	\$ 827.79
EFT14784	10/05/2019	GNOWANGERUP FUEL SUPPLIES	FUEL FOR ADMIN FLEET	\$ 1,036.77
EFT14785	10/05/2019	GREAT SOUTHERN TOYOTA	TGMO SAE OW - 30 SYN DIESEL OIL GN.004	\$ 228.13
EFT14786	10/05/2019	IAN DAVID BEATON	REPAIRS TO ONGERUP STANDPIPE REPAIRS TO GNP PUBLIC TOILETS REPAIRS TO BORDEN PUBLIC TOILETS NEW SEAT FOR COMMUNITY PARK DISABLED TOILET REPLACE TOILET SEAT AT DOCTORS SURGERY	\$ 605.00 \$ 154.00 \$ 539.00 \$ 591.00 \$ 121.00
EFT14787	10/05/2019	J.E. & K.N. DAVIS	AGRN743 FLOOD DAMAGE RESTORATION - REHABILITATION OF GRAVEL PITS	\$ 37,258.76 W
EFT14788	10/05/2019	JERRAMUNGUP ELECTRICAL SERVICE	REPLACE SWITCHBOARD AND WIRING GNOWANGERUP STAR BUILDING	\$ 1,449.39
EFT14789	10/05/2019	KENNETH ROSS O'KEEFFE	RATES INCENTIVE PRIZE 2018-19 REISSUE OF STALE CHEQUE	\$ 100.00
EFT14790	10/05/2019	LANDGATE	TITLE SEARCH FOR OLD GAOL	\$ 51.40
EFT14791	10/05/2019	MARKETFORCE	ADVERT THE WEST AUSTRALIAN 13 APRIL 19 JOB VACANCY CEO PUBLIC NOTICE SHORT TERM LOAN AND LOCAL GOVT TENDER	\$ 5,286.51 \$ 557.18

EFT14792	10/05/2019	MESSAGEMEDIA	1654 MESSAGES SENT FOR APRIL 2019	\$	236.52
EFT14793	10/05/2019	ONGERUP FARM SUPPLIES	VARIOUS HARDWARE ITEMS ONGERUP DEPOT	\$	152.95
EFT14794	10/05/2019	ONLINE SAFETY SYSTEMS PTY LTD	PLANT ASSESSOR MONTHLY ACCESS FEE HYBRID LEVEL 2	\$	528.00
EFT14795	10/05/2019	PRIMARIES GNOWANGERUP	ERECTING SIGNS AT THE GNOWANGERUP CEMETERY FAST SETTING CONCRETE 20KG RAPID SET VARIOUS HARDWARE ITEMS GNP DEPOT	\$ \$	583.20 310.45
EFT14796	10/05/2019	RECORDS ARCHIVES HISTORICAL MANAGEMENT	ARCHIVING 01/05/2019-05/05/2019 PROCEDURES AND DISASTER PLAN	\$ \$	5,720.00 379.50
EFT14797	10/05/2019	SADLERS BUTCHERS	CATERING FOR GRANT WRITING WORKSHOP 17/04/2019 AND POOL CLOSURE FUNCTION	\$	260.93
EFT14798	10/05/2019	SHIRE OF CUBALLING	BUILDING SURVEYOR SERVICES FOR APRIL 2019	\$	5,130.00
EFT14799	10/05/2019	ST JOHN AMBULANCE ASSOC OF WA	PROVISION OF SAUSAGE SIZZLE - YOUTH WEEK EVENT	\$	250.00
EFT14800	10/05/2019	STAR SALES & SERVICE	PUMP - COIL FOR HONDA MOTOR - COIL GCV160 GXV160 ITEM NO: JMPHD0316	\$	164.60
EFT14801	10/05/2019	TROPICAL SHADE N SAILS	DISMANTLE 4 DAMAGED SHADE SAILS FROM COMMUNITY PARK AND TAKE TO ALBANY PATCH AND REPAIR DAMAGED SALE	\$	440.00
EFT14802	10/05/2019	WA HINO SALES & SERVICE	CONSTRUCTION TRUCK GN.007- 2 X OIL FILTERS LUBE KIT NEW 300# EURO 5 MINOR 2 X FUEL FILTERS 2 X SEDIMENT FILTERS	\$	282.02
EFT14803	10/05/2019	WARREN BLACKWOOD WASTE	240LT BINS PICK UP 04/04, 11/04, 18/04, 25/04	\$	7,180.80
EFT14804	10/05/2019	WINC. (WORK INCORPORATED)	URINAL BLOCKS 4KG TUB	\$	87.66
EFT14805	10/05/2019	YONGERGNOW-ONGERUP CRC	ADVERTISING FOR APRIL 2019	\$	150.00
EFT14806	15/05/2019	ADRIENNE JOYCE	RENT ONGERUP GRADER 29/05/2019 - 11/06/2019	\$	260.00
EFT14807	15/05/2019	GNOWANGERUP CRC	DINNER FOR AUTHOR - CANCER COUNCIL DINNER	\$	65.00
EFT14808	15/05/2019	JERRAMUNGUP ELECTRICAL SERVICE	REPLACE SWITCH BOARD AND WIRING ONGERUP HALL	\$	6,899.87
EFT14809	15/05/2019	MCINTOSH & SON - PERTH	PURCHASE OF NEW BACKHOE GN 0089	\$	174,020.00
EFT14810	15/05/2019	RECORDS ARCHIVES HISTORICAL MANAGEMENT	DISASTER PLAN	\$	442.75
EFT14811	15/05/2019	STRATEGIC TEAMS	FINANCIAL MANAGEMENT SYSTEMS REVIEW	\$	2,475.00

EFT14812	15/05/2019	TARA MCDONALD	CATERING FOR LTFP MEETING WITH COUNCILLORS	\$ 60.00
EFT14813	15/05/2019	WA CONTRACT RANGER SERVICES	RANGER SERVICES 7 DAYS	\$ 6,534.00
EFT14814	15/05/2019	WINC. (WORK INCORPORATED)	ADMIN/DEPOT STATIONERY AND PUBLIC TOILET CLEANING PRODUCTS	\$ 426.66
EFT14815	15/05/2019	WORKWEAR GROUP	UNIFORM ORDER ADMIN	\$ 593.90
EFT14816	23/05/2019	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 90.00
EFT14817	23/05/2019	ALBANY MAPPING & SURVEYING SERVICES	DRAFTING AND GIS FOR RAV NETWORK WITHIN GNOWANGERUP	\$ 10,881.75
EFT14818	23/05/2019	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 130.00
EFT14819	23/05/2019	BUNNINGS ALBANY	STEFANI 0.2 WATER FILTERS	\$ 140.56
EFT14820	23/05/2019	CONPLANT PTY LTD	AMMANN VIBRATING ROLLER 1 X 2 PIECE ND076109 - CARBS SUSPENSION CODDE: 4-6120080016 SUSPENSION MOUNT FRONT CAB ASC	\$ 240.72
EFT14821	23/05/2019	CORPORATE ENERGY AUSTRALIA PTY LTD	2 X 15W40 HD6 ENGINE OIL - 205 LITRE DRUM MORRIS VERSIMAX HD12 15W-40 2 X 75W 90 GEAR OIL - 25 LITRE DRUM 2 X CROMA 30 BAROIL - 25 LITRE DRUM	\$ 4,578.73
EFT14822	23/05/2019	EMONA INSTRUMENTS P/L	RECALIBRATION FOR TEST & TAG EQUIPMENT/SERVICE CSR 155679 PAC 3760DL SN:20F-0239 6 X ROLLS OF PRINTER LABELS FOR OPTIMA PAC PRINTER	\$ 411.40
EFT14823	23/05/2019	GNOWANGERUP PHARMACY	FLUTRAX - FLU VACCINATION FOR STAFF	\$ 253.50
EFT14824	23/05/2019	HARJWAY	DRY HIRE OF WATER CART FOR 9 DAYS ON ONGERUP PINGRUP DRY HIRE OF WATER CART FOR 3 DAYS ON TIELINE RD	\$ 3,696.00 \$ 990.00
EFT14825	23/05/2019	JH COMPUTER SERVICES PTY LTD	NEW PC AND SCREEN FOR SWIMMING POOL OFFICE	\$ 1,660.99
EFT14826	23/05/2019	JR & A HERSEY PTY LTD	4 X ROUND LIFTING SLINGS, RIGGER GLOVES, SAFETY GLASSES	\$ 675.84
EFT14827	23/05/2019	LGRCEU	PAYROLL DEDUCTIONS	\$ 164.00
EFT14828	23/05/2019	PHOENIX CIVIL & EARTHMOVING PTY LTD	DRY HIRE OF 5 TON EXCAVATOR FOR CULVERT WORK ON NIGHTWELL RD INCLUDING MOBILISATION	\$ 2,530.00
EFT14829	23/05/2019	THE BOTTLE-O NORTH ROAD	REFRESHMENTS FOR COUNCILLORS	\$ 179.78
EFT14830	23/05/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 92.31
EFT14831	23/05/2019	WA CONTRACT RANGER SERVICES	RANGER SERVICES 15/05, 22/05	\$ 1,881.00

EFT14832	23/05/2019 WINC. (WORK INCORPORATED)	CLEANING PRODUCTS	\$ 145.24
EFT14833	23/05/2019 WORKWEAR GROUP	UNIFORM ORDER ADMIN	\$ 475.30
EFT14834	29/05/2019 ADRIENNE JOYCE	ONGERUP GRADER DRIVER RENT 12/06/2019-02/07/2019 (3 WEEKS)	\$ 390.00
EFT14835	29/05/2019 APPLIED INDUSTRIAL TECHNOLOGIES	SPARE PARTS FOR AUTO GREASER CASE BACKHOE GN.0026	\$ 703.34
EFT14836	29/05/2019 ASHLEIGH ANNE NUTTALL	GNP GRADER DRIVER RENT 03/06/2019-30/06/2019 (4 WEEKS)	\$ 1,000.00
EFT14837	29/05/2019 AUSTRALIA DAY COUNCIL OF W.A.	GOLD MEMBERSHIP 2019-20	\$ 594.00
EFT14838	29/05/2019 BECKS TRANSPORT	FREIGHT	\$ 65.12
EFT14839	29/05/2019 BEST OFFICE SYSTEMS	DEPOT PHOTOCOPYING INK FOR THE PERIOD OF 28/04/2019 - 28/05/2019	\$ 140.83
EFT14840	29/05/2019 BGL SOLUTIONS	REPLACE FENCE BEHIND COMMUNITY PARK BUILDINGS REPLACE FENCE AT ADMIN PARKING AREA	\$ 7,084.88 \$ 6,302.45
EFT14841	29/05/2019 CATALYSE	COMMUNITY PERCEPTIONS SURVEY (SCORECARD)	\$ 6,426.16
EFT14842	29/05/2019 CUTTING EDGES EQUIPMENT PARTS	JOHN DEERE BACKHOE LOADER (GNP) 6 X TEETH	\$ 212.72
EFT14843	29/05/2019 ENVIRONMENTAL MONITORING SYSTEMS P/L	PART PAYMENT SERVICES FOR JANUARY 2019 AS PER CONTRACT	\$ 1,938.25
EFT14844	29/05/2019 GLENICE DAVIDSON	CLEANING PUBLIC TOILETS BORDEN NOV - JUNE	\$ 2,268.67
EFT14845	29/05/2019 GNOWANGERUP CRC	PARTNERSHIP CONTRIBUTION FOR CANCER COUNCIL FUNDRAISE AND FEAST	\$ 500.00
EFT14846	29/05/2019 GNOWANGERUP FUEL SUPPLIES	GNOWANGERUP DEPOT - FUEL SUPPLIES 16,861LITRES @\$1.45	\$ 28,700.23
EFT14847	29/05/2019 GNOWANGERUP TYRE SERVICE	BOGIE-AXLE DOLLEY 6 X T11R22.5AD ADVANCE GL274 TYRES ONLY SUPPLY AND FIT TYRES GN.0050 BATTERIES GN.0030 REPLACE TYRES GN.0036 REPLACE TYRES GN.0014 KOMATSU GRADER TYRE PUNCTURE REPAIRS	\$ 2,240.00 \$ 1,510.00 \$ 560.00 \$ 1,240.00 \$ 1,125.00 \$ 1,170.00 \$ 521.50
EFT14848	29/05/2019 GREAT SOUTHERN DEVELOPMENT COMMISSION	CEO ATTENDANCE SDC MEDAL 2018/2019 DINNER	\$ 76.00
EFT14849	29/05/2019 JERRAMUNGUP ELECTRICAL SERVICE	REPLACE SWITCH BOARD AND WIRING ONGERUP MUSEUM REPLACE SWITCH BOARD AND WIRING ONGERUP CWA BUILDING REPLACE LIGHTS IN GNP DEPOT SHED	\$ 3,526.50 \$ 2,952.68 \$ 852.82

EFT14850	29/05/2019	JH COMPUTER SERVICES PTY LTD	ONSITE REPAIRS TO MEDICAL CENTRE COMPUTER	\$ 1,484.00
EFT14851	29/05/2019	JP & MJ BYRNE CONTRACT FENCING	RENEW FENCE AROUND BOWLING CLUB DAM AND PUMPSHED	\$ 21,450.00
EFT14852	29/05/2019	KATANNING PLUMBING & GAS	CLEAR BLOCKAGE TO SEWER LINE OLD KINDY BUILDING	\$ 404.80
EFT14853	29/05/2019	MCINTOSH & SON - PERTH	AUTOGREASER, GRAVE BUCKET, TILTING BUCKET NEW CASE BACKHOE	\$ 18,040.00
EFT14854	29/05/2019	RECORDS ARCHIVES HISTORICAL MANAGEMENT	RECORD KEEPING PLAN	\$ 4,400.00
EFT14855	29/05/2019	TOLL TRANSPORT PTY LTD	FREIGHT	\$ 50.38
EFT14856	29/05/2019	WALGA	E -LEARNING WALGA 'CONFLICT OF INTEREST'	\$ 195.00
EFT14857	29/05/2019	WURTH AUSTRALIA PTY LTD	1 X 20 LITRE BRAKE CLEANER AND VARIOUS WASHERS AND SCREWS	\$ 564.04
EFT14858	29/05/2019	ZIPFORM	RATES INSTALMENT NOTICES	\$ 1,557.44
EFT14859	30/05/2019	ADMIN SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 90.00
EFT14860	30/05/2019	BLACK AND GOLD SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 140.00
EFT14861	30/05/2019	LGRCEU	PAYROLL DEDUCTIONS	\$ 164.00
27489	2/05/2019	SYNERGY	SUPPLY PERIOD 29 DAYS TO 16/04/2019 (GNP SWIMMING POOL)	\$ 3,514.45
27490	10/05/2019	DEPARTMENT OF TRANSPORT	LICENSE RENEWAL AS PER EBA	\$ 44.05
27491	10/05/2019	GNOWANGERUP IGA	CONSUMABLES	\$ 640.65
27492	10/05/2019	HARVEY NORMAN	PURCHASE OF NEW KETTLE FOR ADMINISTRATION OFFICE	\$ 91.00
27493	10/05/2019	KATANNING FURNISHINGS	SUPPLY & INSTALL BLINDS AT CRC	\$ 3,575.00
			SUPPLY & INSTALL ROLLER BLIND 20 MCDONALD ST	\$ 265.00
27494	10/05/2019	LES COOKE INSTRUMENT CO PTY LTD	SERVICE LABOUR-INSPECTION FEE-KESTREL 3000 WEATHER METER	\$ 63.25 F
27495	10/05/2019	SYNERGY	SUPPLY PERIOD 32 DAYS TO 02/05/2019	\$ 1,207.95
			STREET LIGHTS 32 DAYS	\$ 3,740.95
27496	10/05/2019	WATER CORPORATION	SERVICE CHARGES	\$ 238.56
27497	15/05/2019	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR APRIL 2019	\$ 10,371.00

27498	15/05/2019	SHIRE OF GINGIN	LONG SERVICE LEAVE ENTITLEMENT AARON COOK	\$ 10,000.00
27499	15/05/2019	SYNERGY	SUPPLY PERIOD 64 DAYS	\$ 1,269.00
27500	15/05/2019	TELSTRA	USAGE, SERVICE AND EQUIPMENT AND DIRECTORY CHARGES	\$ 1,123.31
27501	15/05/2019	WATER CORPORATION	WATER USAGE AND SERVICE CHARGES	\$ 5,254.90
27502	23/05/2019	CLASSIC CABINETRY	PART PAYMENT ADJUSTMENTS TO DESKS IN CHAMBERS	\$ 2,200.00
27503	23/05/2019	DEPARTMENT OF TRANSPORT	LICENSE RENEWAL AS PER EBA	\$ 44.05
27504	23/05/2019	GNOWANGERUP ROADHOUSE	COUNCILLOR & EXECUTIVE WORKSHOP 8 MAY 19	\$ 282.00
27505	23/05/2019	SHIRE OF GNOWANGERUP	PETTY CASH REIMBURSEMENT	\$ 286.60
27506	23/05/2019	SYNERGY	SUPPLY PERIOD 64 DAYS	\$ 1,690.10
27507	23/05/2019	T & C SUPPLIES	EXPENDABLE TOOLS FOR DEPOT WORKSHOP	\$ 1,213.70
27508	23/05/2019	TELSTRA	MOBILE PHONES AND DATA PACKS	\$ 739.29
27509	23/05/2019	WATER CORPORATION	WATER USAGE AND SERVICE CHARGES	\$ 844.29
27510	29/05/2019	IMPACT SERVICE PTY LTD	ORDINARY HOURS FOR AALIYAH WOODS WEEK ENDING 21/4/19	\$ 562.65
DD4308.1	1/05/2019	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 6,754.04
DD4308.2	1/05/2019	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 210.52
DD4308.3	1/05/2019	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 166.93
DD4308.4	1/05/2019	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 228.63
DD4308.5	1/05/2019	SMSF	PAYROLL DEDUCTIONS	\$ 836.03
DD4308.6	1/05/2019	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 338.10
DD4308.7	1/05/2019	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 780.66
DD4308.8	1/05/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 640.74
DD4308.9	1/05/2019	CARE SUPER	SUPERANNUATION CONBTIBUTIONS	\$ 468.75

DD4318.1	15/05/2019	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 6,825.36
DD4318.2	15/05/2019	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 210.52
DD4318.3	15/05/2019	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 166.93
DD4318.4	15/05/2019	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 228.63
DD4318.5	15/05/2019	SMSF	PAYROLL DEDUCTIONS	\$ 836.03
DD4318.6	15/05/2019	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATIONS CONTRIBUTIONS	\$ 321.24
DD4318.7	15/05/2019	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATIONS CONTRIBUTIONS	\$ 780.66
DD4318.8	15/05/2019	AUSTRALIAN SUPER	SUPERANNUATIONS CONTRIBUTIONS	\$ 640.74
DD4318.9	15/05/2019	CARE SUPER	SUPERANNUATIONS CONTRIBUTIONS	\$ 468.75
DD4320.1	30/05/2019	LEASEIT LTD	PHOTOCOPIER LEASE AS PER AGREEMENT MAY 2019	\$ 1,196.25
DD4320.2	10/05/2019	NATIONAL AUSTRALIA BANK	CORPORATE CREDIT CARD EXPENDITURE - SEE DETAILS BELOW	\$ 0.00
DD4325.1	29/05/2019	WALGS PLAN	PAYROLL DEDUCTIONS	\$ 7,215.25
DD4325.2	29/05/2019	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 166.93
DD4325.3	29/05/2019	CBUS	SUPERANNUATION CONTRIBUTIONS	\$ 280.34
DD4325.4	29/05/2019	SMSF	SUPERANNUATION CONTRIBUTIONS	\$ 836.03
DD4325.5	29/05/2019	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 321.24
DD4325.6	29/05/2019	COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 780.66
DD4325.7	29/05/2019	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 640.74
DD4325.8	29/05/2019	CARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 468.75
DD4325.9	29/05/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 219.92
DD4308.10	1/05/2019	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 229.99
DD4308.11	1/05/2019	BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 107.01

DD4308.12	1/05/2019 MURRON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$	188.73
DD4318.10	15/05/2019 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$	219.92
DD4318.11	15/05/2019 BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$	107.01
DD4318.12	15/05/2019 MURRON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$	188.73
DD4325.10	29/05/2019 BENDIGO SMARTOPTIONS SUPER	SUPERANNUATION CONTRIBUTIONS	\$	107.01
DD4325.11	29/05/2019 MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$	210.52
		TOTAL MUNICIPAL ACCOUNT	\$	877,154.58
	23/04/2019 THE FRUIT BARN DONNYBROOK	FUEL GN.00	\$	52.00
	2/05/2019 CENTRAL TAFE NORTHAM	K BUCHANAN YOUTH GRANT TAFE COURSE	\$	782.23 F
	2/05/2019 WESTNET	SHIRE ADMIN & CEO HOME INTERNET	\$	416.83
	7/05/2019 SHIRE OF GNOWANGERUP	PLATE TRANSFER GN.0026	\$	26.85
	6/05/2019 THE HUB ALBANY	ADMIN UNIFORMS - PART REIMBURSED	\$	269.85
	10/05/2019 TELSTRA	DCEO HOME INTERNET - PART REIMBURSED BY DCEO	\$	209.00
	10/05/2019 NAB	CORPORATE CREDIT CARD MONTHLY FEE	\$	18.00
		TOTAL CORPORATE CREDIT CARD	\$	1,774.76

CERTIFICATE OF SENIOR FINANCE OFFICER

I HEREBY CERTIFY THE FOLLOWING SCHEDULE OF ACCOUNTS:

TOTAL FOR MUNICIPAL FUND: EFT 14756 -14861, Cheque 27489 - 27510, DD Super Clearing House = \$877,154.58

TOTAL FOR TRUST FUND: Cheque 910 - 912 \$251.38

TOTAL FOR CREDIT CARD: \$1,774.76

CHIEF EXECUTIVE OFFICER

F Fully Grant Funded
P Partial Grant Funded
R Other Funding (Reimbursements)
W Main Roads Flood Damage

16.2	MAY 2019 MONTHLY FINANCIAL REPORT
Location:	Shire of Gnowangerup
Proponent:	N/A
File Ref:	ADM0451
Date of Report:	18 th JUNE 2019
Business Unit:	Corporate and Community Services
Officer:	D. Long – Finance Consultant C. Shaddick – Senior Finance Officer
Disclosure of Interest:	NIL

ATTACHMENTS

Monthly Financial Statements for period 31st May 2019 including:

- 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 and accept the Monthly Financial Report to 31st May 2019, note that figures are subject to change as a result of end of year procedures and the audit process.

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
Reg. 34 Financial activity statement required each month

POLICY IMPLICATIONS

Reporting Material Differences Policy 4.2
Investment Policy 4.5

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: Sustainable and Capable Council

Objective: Provide accountable and sustainable leadership

Strategic Initiative: Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

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

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

This is a standard item in the Ordinary Council Meeting Agenda.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION:

- 0619. That Council
Receive and accept the Monthly Financial Report for May 2019.**

SHIRE OF GNOWANGERUP

MONTHLY FINANCIAL REPORT

31-May-19

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 31 MAY 2019

	NOTES	2018-19 ANNUAL BUDGET	2018-19 JULY - MAY BUDGET	2018-19 YTD ACTUAL
		\$	\$	\$
EXPENDITURE (Excluding Finance Costs)				
General Purpose Funding		(129,467)	(110,312)	(106,180)
Governance		(1,102,041)	(856,170)	(584,739)
Law, Order, Public Safety		(340,336)	(274,199)	(271,663)
Health		(250,299)	(191,837)	(220,749)
Education and Welfare		(26,524)	(22,791)	(15,146)
Housing		(56,914)	(68,812)	(88,197)
Community Amenities		(598,782)	(506,617)	(398,153)
Recreation and Culture		(1,694,532)	(1,472,051)	(1,400,099)
Transport		(6,646,343)	(5,367,488)	(4,565,404)
Economic Services		(343,278)	(293,544)	(86,938)
Other Property and Services		(214,590)	(310,656)	(620,028)
		(11,403,105)	(9,474,478)	(8,357,297)
REVENUE				
General Purpose Funding		4,569,139	597,518	4,640,658
Governance		0	0	2,382
Law, Order, Public Safety		54,052	53,588	55,788
Health		300	300	317
Education and Welfare		11,500	9,680	11,972
Housing		84,280	75,852	79,287
Community Amenities		293,921	289,780	300,486
Recreation and Culture		24,400	24,400	19,427
Transport		3,448,829	2,708,513	2,363,633
Economic Services		12,372	10,862	15,075
Other Property & Services		120,408	101,671	203,040
		8,619,201	3,872,163	7,692,066
<i>Increase(Decrease)</i>		(2,783,904)	(5,602,315)	(665,231)
FINANCE COSTS				
General Purpose Funding		0		0
Housing		(16,874)	(13,592)	(13,592)
Community Amenities		(221)	(218)	(218)
Recreation & Culture		(26,959)	(21,972)	(21,972)
Transport		(12,000)	0	0
Other Property & Services		0	0	0
Total Finance Costs		(56,054)	(35,782)	(35,782)
NON-OPERATING REVENUE				
General Purpose Funding		0	0	0
Law, Order & Public Safety		0	0	62,085
Housing		367,500	0	0
Recreation & Culture		0	0	0
Transport		728,172	0	456,972
Economic Services		0	0	0
Total Non-Operating Revenue		1,095,672	0	519,057
PROFIT/(LOSS) ON SALE OF ASSETS				
Law, Order & Public Safety		0	0	0
Health		0	0	0
Community Amenities		0	0	0
Recreation & Culture Profit		0	0	0
Recreation & Culture Loss		0	0	0
Transport Profit		0	0	13,375
Transport Loss		0	0	(30,185)
Other Property & Services Profit		0	0	0
Other Property & Services Loss		0	0	0
Total Profit/(Loss)		0	0	(16,811)
NET RESULT		(1,744,286)	(5,638,097)	(198,767)
Other Comprehensive Income				
Changes on revaluation of non-current assets		0	0	0
Total Abnormal Items		0	0	0
TOTAL COMPREHENSIVE INCOME		(1,744,286)	(5,638,097)	(198,767)

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 31 MAY 2019

	2018-19 BUDGET	2018-19 ACTUAL
Expenses		
Employee Costs	(2,157,672)	(2,039,416)
Materials and Contracts	(5,503,216)	(3,654,358)
Utility Charges	(173,500)	(143,129)
Depreciation on Non-Current Assets	(2,985,960)	(1,992,964)
Interest Expenses	(56,054)	(47,337)
Insurance Expenses	(211,068)	(183,191)
Other Expenditure	(371,690)	(123,143)
	(11,459,159)	(8,183,538)
Revenue		
Rates	4,005,853	4,040,395
Operating Grants, Subsidies and Contributions	746,003	859,490
Fees and Charges	346,222	212,788
Service Charges	0	0
Interest Earnings	67,420	91,813
Other Revenue	3,453,703	2,487,580
	8,619,201	7,692,066
	(2,839,958)	(491,472)
Non-Operating Grants, Subsidies & Contributions	1,095,672	519,057
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0
Profit on Asset Disposals	0	13,375
Loss on Asset Disposals	0	(239,726)
	1,095,672	292,705
Net Result	(1,744,286)	(198,767)
Other Comprehensive Income		
Changes on revaluation of non-current assets	0	0
Total Other Comprehensive Income	0	0
TOTAL COMPREHENSIVE INCOME	(1,744,286)	(198,767)

SHIRE OF GNOWANGERUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 31 MAY 2019

	Note	2017-18 ACTUAL \$	2018-19 ACTUAL \$	Variance \$
Current assets				
Unrestricted Cash & Cash Equivalents		584,969	1,434,415	849,446
Restricted Cash & Cash Equivalents		1,994,946	2,020,949	26,003
Trade and other receivables		2,476,324	263,735	-2,212,589
Inventories		29,548	38,120	8,572
Other assets		0	0	0
Total current assets		5,085,788	3,757,219	-1,328,569
Non-current assets				
Trade and other receivables		216,796	216,796	0
LG House Unit Trust		6,186	6,186	0
Property, infrastructure, plant and equipment		30,268,914	30,056,529	-212,385
Infrastructure Assets		89,714,587	89,850,964	136,377
Total non-current assets		120,206,483	120,130,476	-76,007
Total assets		125,292,271	123,887,695	-1,404,576
Current liabilities				
Trade and other payables		233,000	187,524	45,476
Interest-bearing loans and borrowings		1,163,537	8,133	1,155,404
Provisions		324,814	319,885	4,929
Total current liabilities		1,721,351	515,542	1,205,809
Non-current liabilities				
Interest-bearing loans and borrowings		749,852	749,852	0
Provisions		104,800	104,800	0
Total non-current liabilities		854,651	854,651	0
Total liabilities		2,576,003	1,370,194	1,205,809
Net assets		122,716,268	122,517,501	-198,767
Equity				
Retained surplus		43,260,431	42,603,785	-656,646
Net Result		-628,654	-198,767	429,887
Reserve - asset revaluation		78,094,181	78,094,180	-1
Reserve - Cash backed		1,990,309	2,018,302	27,993
Total equity		122,716,268	122,517,501	-198,767

This statement is to be read in conjunction with the accompanying notes

SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 31 MAY 2019

Note	2017-18 ACTUAL \$	2018-19 BUDGET \$	2018-19 ACTUAL \$
Cash Flows from operating activities			
Payments			
Employee Costs	(2,322,997)	(2,110,373)	(2,054,475)
Materials & Contracts	(9,288,820)	(5,497,574)	(3,642,551)
Utilities (gas, electricity, water, etc)	(152,816)	(173,500)	(143,129)
Insurance	(169,375)	(56,054)	(183,191)
Interest Expense	(47,253)	(211,068)	(37,207)
Goods and Services Tax Paid	(300,000)	0	0
Other Expenses	(194,954)	(371,689)	(151,742)
	(12,476,215)	(8,420,258)	(6,212,296)
Receipts			
Rates	3,856,106	4,005,853	4,037,136
Operating Grants & Subsidies	1,216,396	746,003	859,490
Contributions, Reimbursements & Donations	0	0	0
Fees and Charges	223,463	346,222	212,788
Interest Earnings	103,186	67,420	91,813
Goods and Services Tax	189,811	109,879	105,516
Other	6,759,854	5,591,971	4,597,019
	12,348,816	10,867,348	9,903,763
Net Cash flows from Operating Activities	9 (127,399)	2,447,090	3,691,467
Cash flows from investing activities			
Payments			
Purchase of Land	(250,688)	(510,000)	(462,890)
Purchase of Buildings	(93,045)	(954,930)	(170,698)
Purchase Plant and Equipment	(327,274)	(732,000)	(409,268)
Purchase Furniture and Equipment	(18,739)	(5,000)	(5,001)
Purchase Road Infrastructure Assets	(1,218,668)	(1,300,381)	(1,237,827)
Purchase of Footpath Assets	0	(5,000)	0
Purchase Aerodrome Assets	(3,099)	0	0
Purchase Drainage Assets	0	(9,000)	0
Purchase Sewerage Assets	(45,775)	(50,000)	(34,781)
Purchase Parks & Ovals Assets	(4,700)	(4,858)	(4,700)
Purchase Solid Waste Assets	0	0	0
Purchase Infrastructure Other Assets	0	(8,000)	(69,734)
Receipts			
Proceeds from Sale of Assets	77,809	223,000	215,227
Non-Operating grants used for Development of Assets	654,212	1,095,672	519,057
	(1,229,968)	(2,260,497)	(1,660,614)
Cash flows from financing activities			
Repayment of Debentures	(163,109)	(1,163,539)	(1,155,404)
Advances to Community Groups	0	0	0
Revenue from Self Supporting Loans	26,352	27,433	0
Proceeds from New Debentures	1,000,000	367,500	0
Net cash flows from financing activities	863,243	(768,606)	(1,155,404)
Net increase/(decrease) in cash held	(494,124)	(582,013)	875,449
Cash at the Beginning of Reporting Period	3,074,039	2,579,916	2,579,915
Cash at the End of Reporting Period	9 2,579,915	1,997,903	3,455,364

SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 31 MAY 2019

Notes

	2017-18 ACTUAL \$	2018-19 BUDGET \$	2018-19 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank - Unrestricted	587,764	1,996,061	1,432,614
Cash at Bank Reserves - Restricted	1,990,309		2,020,950
Cash on Hand	1,842	1,842	1,800
TOTAL CASH	2,579,915	1,997,903	3,455,364
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	-923,476	-1,744,286	-198,767
Add back Depreciation	2,932,726	2,985,960	1,992,964
(Gain)/Loss on Disposal of Assets	23,298	0	226,352
Self Supporting Loan Principal Reimbursements	0	0	0
Contributions for the Development of Assets	-654,212	-1,095,672	-519,057
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	-8,345	0	-8,572
(Increase)/Decrease in Receivables	-1,555,399	2,248,147	2,212,589
Increase/(Decrease) in Accounts Payable	-28,471	5,642	-9,112
Increase/(Decrease) in Prepayments	0	0	0
Increase/(Decrease) in Employee Provisions	86,480	47,299	-4,929
Increase/(Decrease) in Accrued Expenses	0	0	0
Rounding	0	0	0
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	-127,399	2,447,090	3,691,467

**SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 31 MAY 2019**

	2017-18 ACTUAL	2018-19 ANNUAL BUDGET	2018-19 JULY- MAY BUDGET	2018-19 JULY- MAY ACTUAL	MATERIAL VARIANCES %
OPERATING REVENUE					
General Purpose Funding	\$ 1,510,710	\$ 771,744	\$ 597,518	\$ 842,060	40.93%
Governance	182	0	0	2,382	0.00%
Law, Order Public Safety	75,889	54,052	53,588	55,788	Variance within % Threshold
Health	395	300	300	317	Variance within % Threshold
Education and Welfare	12,023	11,500	9,680	11,972	23.68%
Housing	79,729	84,280	75,852	79,287	Variance within % Threshold
Community Amenities	317,181	293,921	289,780	300,486	Variance within % Threshold
Recreation and Culture	36,259	24,400	24,400	19,427	(20.38%)
Transport	7,721,579	3,448,829	2,708,513	2,377,008	(12.24%)
Economic Services	15,524	12,372	10,862	15,075	38.79%
Other Property and Services	204,999	120,408	101,671	203,040	99.70%
	9,974,469	4,821,806	3,872,163	3,906,843	
LESS OPERATING EXPENDITURE					
General Purpose Funding	(164,396)	(129,467)	(110,312)	(106,180)	Variance within % Threshold
Governance	(679,597)	(1,102,041)	(856,170)	(584,739)	(31.70%)
Law, Order, Public Safety	(289,231)	(340,336)	(274,199)	(271,663)	Variance within % Threshold
Health	(251,724)	(250,299)	(191,837)	(220,749)	15.07%
Education and Welfare	(15,828)	(26,524)	(22,791)	(15,146)	33.54%
Housing	(75,860)	(73,788)	(68,812)	(101,789)	47.92%
Community Amenities	(538,893)	(599,003)	(506,617)	(398,371)	21.37%
Recreation and Culture	(1,676,662)	(1,721,491)	(1,472,051)	(1,422,071)	Variance within % Threshold
Transport	(10,800,247)	(6,658,343)	(5,367,488)	(4,595,590)	(14.38%)
Economic Services	(92,255)	(343,278)	(293,544)	(86,938)	70.38%
Other Property & Services	(585,174)	(214,590)	(310,656)	(620,028)	(99.59%)
	(15,169,867)	(11,459,159)	(9,474,478)	(8,423,265)	
<i>Increase(Decrease)</i>	(5,195,398)	(6,637,353)	(5,602,315)	(4,516,422)	
ADD					
Movement in Employee Benefits (Non-current)	60,430	47,299	0	0	0.00%
(Profit)/ Loss on the disposal of assets	23,298	0	0	226,352	0.00%
Depreciation Written Back	2,932,726	2,985,960	2,487,305	1,992,964	19.87%
	3,016,454	3,033,259	2,487,305	2,219,315	
<i>Sub Total</i>	(2,178,945)	(3,604,094)	(3,115,010)	(2,297,107)	
LESS CAPITAL PROGRAMME					
Purchase of Land		0			
Purchase Buildings	(343,732)	(1,464,930)	(1,464,930)	(633,588)	(56.75%)
Infrastructure Assets - Roads	(1,218,668)	(1,300,381)	(1,300,381)	(1,237,827)	Variance within % Threshold
Infrastructure Assets - Footpaths	0	(5,000)	(5,000)	0	100.00%
Infrastructure Assets - Aerodromes	(3,099)	0	0	0	0.00%
Infrastructure Assets - Drainage	0	(9,000)	(9,000)	0	100.00%
Infrastructure Assets - Sewerage	(45,775)	(50,000)	(50,000)	(34,781)	30.44%
Infrastructure Assets - Parks & Ovals	(4,700)	(4,858)	(4,858)	(4,700)	Variance within % Threshold
Infrastructure Assets - Other	0	(8,000)	(8,000)	(69,734)	(771.67%)
Purchase Plant and Equipment	(327,274)	(732,000)	(732,000)	(409,268)	44.09%
Purchase Furniture and Equipment	(18,739)	(5,000)	(5,000)	(5,001)	Variance within % Threshold
Proceeds from Sale of Assets	77,809	223,000	187,000	251,591	(34.54%)
Contributions for the Development of Assets	654,212	1,095,672	871,497	519,057	40.44%
Repayment of Debt - Loan Principal	(163,109)	(1,163,539)	(1,084,352)	(1,155,404)	Variance within % Threshold
Self Supporting Loan Principal Income	26,352	27,433	13,579	0	100.00%
Transfer to Reserves	(331,600)	(202,500)	(22,491)	(27,993)	(24.46%)
	(1,698,325)	(3,599,103)	(3,613,936)	(2,807,648)	
Plus Rounding					
<i>Sub Total</i>	(3,877,269)	(7,203,197)	(6,728,946)	(5,104,754)	
FUNDING FROM					
Transfer from Reserves	237,668	790,302	0	0	0.00%
Loans Raised	1,000,000	367,500	367,500	0	100.00%

Estimated Opening Surplus at 1 July	1,552,914	2,248,000	2,248,000	2,510,231	11.67% Variance within % Threshold
Amount Raised from General Rates	3,617,710	3,797,395	3,797,395	3,798,599	
Closing Funds	0	0	0	0	
	6,408,292	7,203,197	6,412,895	6,308,830	
NET SURPLUS/(DEFICIT)	2,531,023	(0)	(316,051)	1,204,075	

NOTE 1			
CURRENT RATIO	Current Assets	2,875,577	3.28
	Current Liabilities	877,088	
Ratios greater than one indicate that Council has sufficient current assets to meet it's short term current liabilities.			
NOTE 2 - VARIANCES EXPLAINED			
	OPERATING REVENUE	\$ VARIANCE	% VARIANCE
General Purpose Funding			
WA Local Govt Grants - FAG and Bank interest higher than anticipated for reporting period		244,542	40.93%
Governance			
Reimbursement income not anticipated for reporting period		2,382	0.00%
Law Order & Public Safety -			
Variance within 10% Materiality Threshold		2,200	Variance within % Threshold
Health			
Variance within 10% Materiality Threshold		17	Variance within % Threshold
Education & Welfare			
Education Dept mowing contract CPI increase not taken into account		2,292	23.68%
Housing			
Variance within 10% Materiality Threshold		3,435	Variance within % Threshold
Community Amenities			
Variance within 10% Materiality Threshold		10,706	Variance within % Threshold
Recreation & Culture			
Swimming pool entrance fees less than anticipated for reporting period		(4,973)	(20.38%)
Transport			
WANDRRA reimbursements less than anticipated Final Claim 26 \$312,425 submitted June 2019		(331,505)	(12.24%)
Economic Service			
Standpipe fees higher than anticipated for reporting period		4,214	38.79%
Other Property and Services			
Workers Compensation, Insurance Claims, Reimbursements, Private works and Fuel rebates		101,370	99.70%
	OPERATING EXPENDITURE	\$ VARIANCE	% VARIANCE
General Purpose funding			
Variance within 10% materiality threshold.		4,132	within % Threshold
Governance			
Administration allocations (\$250,000 approx) and Conference costs less than anticipated for reporting period		271,431	-31.70%
Law Order & Public Safety -			
Variance within 10% materiality threshold		2,536	within % Threshold
Health			
EHO services higher than anticipated for reporting period		(28,912)	15.07%
Education & Welfare			
Old Kindy building maintenance and depreciation less than anticipated		7,645	33.54%
Housing			
Timing - allocations for housing not allocated to other programs as anticipated		(32,978)	47.92%
Community Amenities			
Depreciation adjustments less than anticipated for reporting period		108,246	21.37%
Recreation & Culture			
Variance within 10% materiality threshold		49,979	Variance within % Threshold
Transport			
Road depreciation and maintenance expenditure less than anticipated for reporting period		771,898	(14.38%)
Economic Service			
Community Projects not commenced as anticipated for reporting period		206,606	70.38%
Other Property & Services			
Deductions allocated to works less than anticipated for reporting period no monetary impact		(309,372)	(99.59%)

CAPITAL REVENUE			
<u>Proceeds on Sale of Assets</u>			
Sale of Vehicle GN00		-8,636	
Sale of Vehicle GN002		3,182	
Sale of Utility (GN0048)		12,182	
Sale of Utility GN.037		12,182	
Sale of Utility GN.0004		682	
Sale of Loader GN.0040	June	-80,000	
Sale of Backhoe GN.0089	June	-10,000	
Proceeds - Sale of Land		99,000	
		<u>28,591</u>	-34.54%
<u>Non-Operating Revenue</u>			
<u>Housing</u>			
Commonwealth Grants BBR Funding		-143,325	
<u>Transport</u>			
Regional Road Group Grants		-271,200	
Roads To Recovery Grants		0	
		<u>-414,525</u>	40.44%
<u>Transfers from Reserve</u>			
Transfer from Reserve Fund		0	0

CAPITAL EXPENDITURE			
<u>Transfers to Reserve</u>			
Transfers To Reserve Funds - (Inc Interest Earned) - Offset by interest earned on Reserve Term Deposit		-3,253	
		<u>-3,253</u>	(24.46%)
<u>Furniture & Equipment</u>			
Administration - Computers and monitor replacements		(1)	
Total (Over)/Under Budget		<u>(1)</u>	Variance within % Threshold

<u>Land & Buildings</u>			
<u>Housing</u>			
Construction of 2 houses on cnr Quinn & Whitehead Sts	Not Commenced	735,000	
20 McDonald St Renewals		1,661	
2 Cecil Street Bathroom Renewal		3,648	
<u>Community Amenities</u>			
Land Development Cuneo Close - Project expenses less than anticipated	Completed	47,110	
<u>Recreation & Culture</u>			
Swimming Pool Capital Expenditure		21,010	
Yougenup Community Centre		780	
Gnp Town Hall Capital		13,642	
Ongerup Town Hall Renewals		18,727	
Old Swimming Pool Redevelopment		(27,343)	
Ongerup Community Centre Capital		2,651	
Ongerup CWA Building Capital		2,316	
Ongerup Museum Capital		1,794	
Gnowangerup Star Building Capital		3,682	
<u>Transport</u>			
Gnowangerup Works Depot Capital		587	
Ongerup Works Depot Capital		2,306	
<u>Other Property & Services</u>			
Administration Centre Building Capital		3,771	
Total (Over)/Under Budget		<u>831,342</u>	(56.75%)

CAPITAL EXPENDITURE

Plant & Equipment

Recreation & Culture

Purchase Pump and Water Tank - Ongerup oval (6,318)

Transport

Purchase Loader GN0040 June 280,000

Purchase Backhoe GN.0089 10,400

Minor Plant Purchases 16,945

4 Tonne Multi Roller 9,500

Purchase of Utility GN.0048 628

Purchase of Utility GN.037 2,135

Purchase of Utility GN.004 686

Purchase Canopy for Utility (Ranger) 5,000

Other Property & Services

CEO Vehicle - DECEMBER DELIVERY 3,756

MCS Vehicle - DECEMBER DELIVERY 0

Total (Over)/Under Budget 322,733 44.09%

Road Construction

Roads to Recovery

Rabbit Proof Fence Rd - Gravel Sheet 0

Salt River Road 0

Gleeson Road Gravel Sheet SLk 5.00 - 9.00 0

Regional Road Group

Tieline Road Reseal 0

Borden - Bremer Road 0

Ongerup-Pingrup Road 62,234

Municipal Fund Roads

Sandalwood Road Reseal 15,298

Borden Bremer Bay Road (223)

Tieline Rd Resheet (49,306)

Nightwell Rd 4,985

Highdenup Rd Gravel Sheet 59,425

Total (Over)/Under Budget 92,413 Variance within % Threshold

Footpath Construction

Footpath Construction 5,000

Total (Over)/Under Budget 5,000 100.00%

Drainage Infrastructure

Drainage Renewals 9,000

Total (Over)/Under Budget 9,000 100.00%

Sewerage Infrastructure

Ongerup Waste Water Ponds 15,219

Total (Over)/Under Budget 15,219 30.44%

Parks, Ovals & Reserves Infrastructure

Community Park Capital 158

Total (Over)/Under Budget 158 Variance within % Threshold

Other Infrastructure

Caravan Park Other Infrastructure 5,000

Street Banners & Banner Poles 3,000

Total (Over)/Under Budget 8,000 0.00%

Note: (NB) = No Budget Provision Made

SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 31 MAY 2019

CURRENT ASSET	ACTUAL 31 MAY 2019	ACTUAL 30 JUNE 2018
91000 Municipal Fund Bank Account	\$1,432,615	\$583,127
91003 Gnp Office Till Float	\$200	\$200
91004 Gnp Office Petty Cash	\$300	\$300
91005 Swimming Pool Float	\$300	\$200
91008 SWIMMING POOL VENDING MACHINE	\$0	\$142
91009 CASH ON HAND - BANKING CHANGE	\$1,000	\$1,000
91010 Restricted Cash - Long Service Leave Reserve	\$85,271	\$84,089
91011 Restricted Cash - Plant Reserve	\$896,726	\$884,288
91014 Restricted Cash - Ongerup Effluent Line Reserve	\$55,397	\$54,629
91017 Restricted Cash - Area Promotion Reserve	\$30,036	\$29,619
91020 Restricted Cash - Borden Community Development Reserve	\$0	\$0
91023 Restricted Cash - Swimming Pool Upgrade Reserve	\$152,335	\$150,222
91025 Restricted Cash - Land Development Reserve	\$509,029	\$501,969
91026 Restricted Cash - Unspent Grants Reserve	\$0	\$0
91027 Restricted Cash - Computer Replacement Reserve	\$7,929	\$7,819
91029 Restricted Cash - Waste Disposal Reserve	\$243,699	\$240,319
91030 Restricted Cash - Royalties for Regions Unspent Grant	\$0	\$0
91031 Restricted Cash - Futures Fund Reserve	\$16,141	\$15,917
91034 RESTRICTED CASH - LIQUID WASTE FACILITY	\$21,739	\$21,438
91070 Restricted Cash - Kidz Sports Grant	\$0	\$0
91071 Restricted Cash - Cat Sterilisation Grant (DLG)	\$0	\$0
91072 Restricted Cash - ICCWA Stay on Your Feet Grant	\$0	\$476
91073 Restricted Cash - CSRFF Grant Swim Pool (DSR)	\$0	\$0
91074 Restricted Cash - CLGF Grant Swim Pool (RDL)	\$0	\$0
91075 Restricted Cash - Workforce Planning Grant (DLG)	\$0	\$0
91076 Restricted Cash - Club Development Officer Grant (DSR)	\$0	\$0
91077 RESTRICTED CASH - STATE EMERGENCY SERVICES GRANT	\$1,077	\$1,077
91078 RESTRICTED CASH - BUSH FIRE SERVICES GRANT	\$695	\$695
91079 RESTRICTED CASH - CLGF YOUTH DEV SCHOLAR	\$875	\$2,389
91100 Rates Debtor - Rates	\$112,392	\$108,758
91101 Rates Debtor - Specified Area Rates	\$5,486	\$5,418
91102 Rates Debtor - Rubbish Collection	\$5,843	\$7,114
91103 Rates Debtor - Health Act Rate	\$16,539	\$17,269
91104 Rates Debtor - Legal Charges	\$12,570	\$17,627
91105 Rates Debtor - Interest/Admin Charges	\$15,966	\$14,757
91106 Rates Debtor - ESL	\$5,306	\$5,317
91107 Rates Debtor - Sundry Charges	\$0	\$0
91108 Rates Debtor - Recycling Charges	\$4,815	\$5,661
91110 Sundry Debtors Control	\$45,765	\$2,155,204
91111 Pensioner Rebate Claims - General Rates	\$6,405	\$1,331
91112 Pensioner Rebate Claims - ESL Levy	\$390	\$92
91120 GST Receivable	\$4,737	\$109,879
93040 GST Payable	\$0	\$0
93041 GST Claimable	\$0	\$374
91130 Accrued Interest on SSL's	\$91	\$91
91140 Self Supporting Loans (Current)	\$27,433	\$27,433
55022 Less Allocated To Works	\$0	\$0
55032 Fuel & Oils Purchased	\$199,324	\$166,026
55042 Less Fuel & Oils Allocated	(\$190,752)	(\$157,681)
91200 Stock On Hand - Fuel & Oils	\$29,548	\$21,203
91201 Stock On Hand - Materials	\$0	\$0
	3,757,219	5,085,788
LESS CURRENT LIABILITIES		
93000 Sundry Creditors Control	(\$170,789)	(\$157,938)
93001 ESL Payable	\$4,722	\$12,250
93002 ACCRUED EXPENSES	\$0	(\$13,521)
93003 Part Proceeds - Sale of Land	\$0	(\$36,364)
93010 Accrued Interest On Loans	(\$10,130)	(\$10,130)
93020 Accrued Salaries & Wages	\$0	(\$12,220)
Net Gst Payable/Receivable	\$0	\$0
93030 Rate Payments Received In Advance	(\$11,328)	(\$15,078)
93043 Net Gst Payable/Receivable	\$0	\$0
93050 Net Salaries & Wages	\$0	\$0
93042 GST Liability (Payable)	\$0	\$0
93110 Loan Liability (Current)	(\$1,008,133)	(\$163,537)
80025 WATC SHORT TERM LOAN	\$0	(\$1,000,000)
93200 Provision For Annual Leave (Current)	(\$159,968)	(\$159,968)
93210 Provision For Long Service Leave (Current)	(\$110,863)	(\$115,792)
93220 Provision for Sick Leave Bonus (Current)	(\$49,054)	(\$49,054)
xxxx1 Suspense - police licensing	\$0	\$0
80004 Principal Repayments on Loans	\$0	\$0
80014 WATC SHORT TERM LOAN Principal	\$1,000,000	\$0
	-515,542	-1,721,351
SUB-TOTAL	3,241,677.10	3,364,436
ADJUSTMENTS		
95100 Reserves Cash backed	(\$2,018,302)	(\$1,990,309)
Add Back Loan Liability	\$8,133	\$1,163,537
Deduct Off Self Supporting Loan Repayments	(\$27,433)	(\$27,433)
Rounding	\$0	\$0
	\$ 1,204,075	\$ 2,510,231
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES		

17. CONFIDENTIAL ITEMS

PROCEDURAL MOTION

0619. That Council:

Close the meeting to members of the public to discuss item 17.1 as the item is considered confidential pursuant to Section 5.23(2)(b) of the Local Government Act 1995 due to the matter affecting the personal affairs of a person.

PROCEDURAL MOTION

0619. That Council:

To keep the meeting to members of the public close to discuss item 17.2 as the item is considered confidential pursuant to Section 5.23(2)(c) of the Local Government Act 1995 as a contract will be entered into as a result of item 17.2.

17.2	TENDER RFT2019-1: BUILDING SURVEYING CONTRACT
Location:	N/A
Proponent:	N/A
File Ref:	ADM0539
Date of Report:	30 th May 2019
Business Unit:	Infrastructure
Officer:	V Fordham Lamont – Deputy Chief Executive Officer
Disclosure of Interest:	Nil

PROCEDURAL MOTION

0619 *That Council:*

Reopen the meeting to members of the public.

The Presiding Member announced the resolution and result.

OTHER BUSINESS AND CLOSING PROCEDURES

18. URGENT BUSINESS INTRODUCED BY DECISION OF COUNCIL

19. MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

20. DATE OF NEXT MEETING

That the next Ordinary Council Meeting will be held on the 24th July 2019.

20. CLOSURE

The Shire President thanked council and staff for their time and declared the meeting closed at _____ pm.