



MINUTES

ORDINARY MEETING OF COUNCIL

17th February 2021
Commencing at 3:30pm

Council Chambers
Yougenup Road, Gnowangerup WA 6335

[COUNCIL'S VISION](#)

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 17th February 2021, at the Council Chambers 28 Yougenup Road Gnowangerup, commencing at 3:30pm.



Signed: _____

Bob Jarvis
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.

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

Signed:  _____

Bob Jarvis
CHIEF EXECUTIVE OFFICER



DECLARATION OF INTEREST FORM

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

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

Agenda Item(3) _____

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

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

The **nature** of my interest is (5) _____

The **extent** of my interest is (6) _____

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

Yours sincerely

Signed

Date

Notes:

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

DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)

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

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

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

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

NOTES ON FINANCIAL INTEREST (NOTES FOR YOUR GUIDANCE)

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

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

INTERESTS AFFECTING IMPARTIALITY

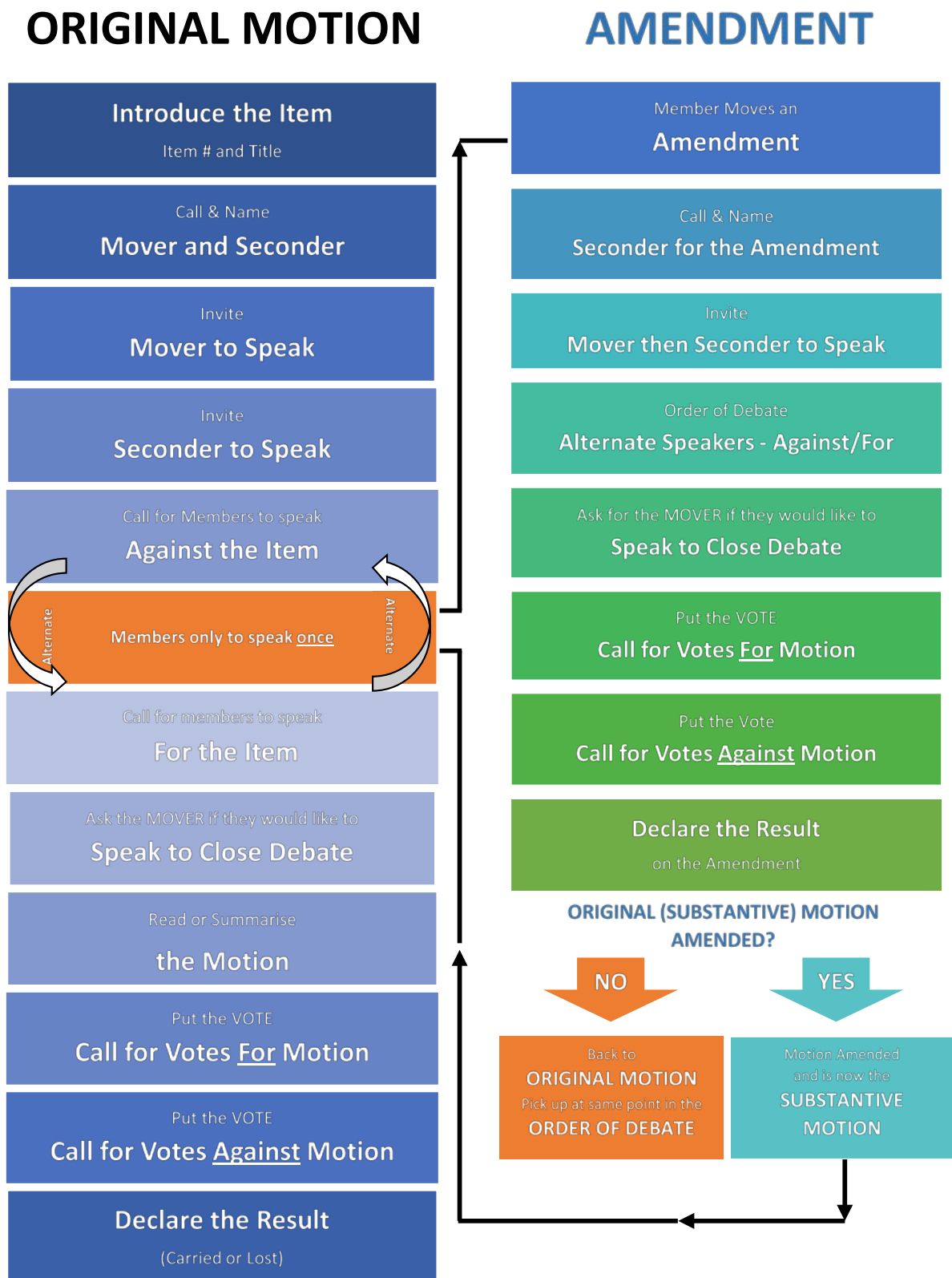
DEFINITION: An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'. A member who has an Interest Affecting Impartiality in any matter to be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

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

IMPACT OF AN IMPARTIALITY DISCLOSURE

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

Process of Motions



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

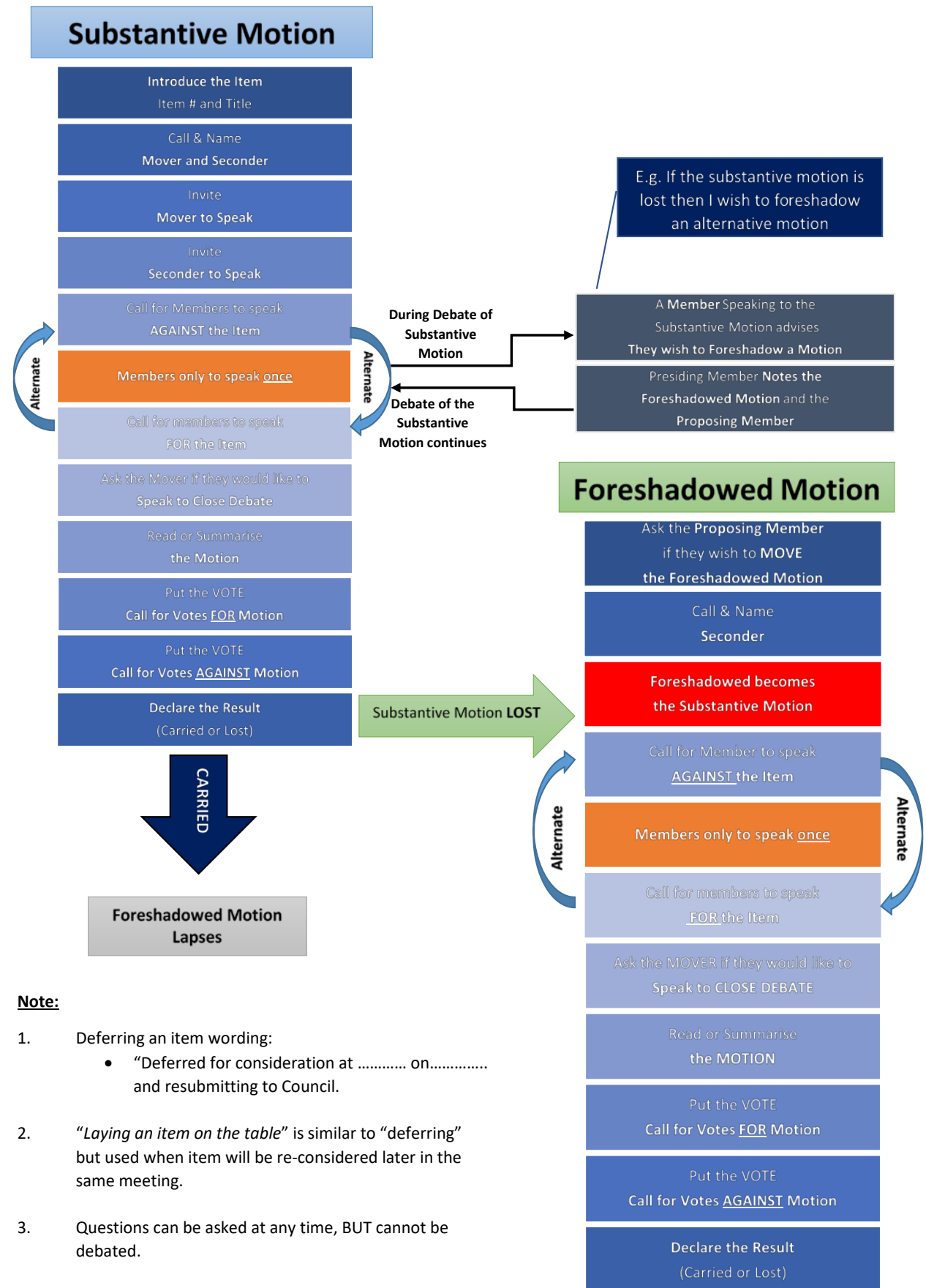


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OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Shire President, Fiona Gaze welcomed Councillors, staff and visitors and opened the meeting at 3:32pm.

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

3.1 ATTENDANCE

Cr Fiona Gaze	Shire President
Cr Greg Stewart	Deputy Shire President
Cr Michael Creagh	
Cr Shelley Hmeljak	
Cr Kate O’Keeffe	
Cr Keith House	
Cr Richard House	
Cr Chris Thomas	
Bob Jarvis	Chief Executive Officer
Ian Graham	Deputy Chief Executive Officer
Kirsty Buchanan	Community Development Coordinator
Geoff Carberry	Asset and Waste Management Coordinator
Yvette Wheatcroft	Manager of Works
Phil Shephard	Town Planner
Anrie van Zyl	Corporate Risk Officer
Ms Robin Bollard	Member of public (until 3:43pm)

3.2 APOLOGIES

Cr Frank Hmeljak	
Anita Finn	Executive Assistant

3.3 APPROVED LEAVE OF ABSENCE

Nil

4. APPLICATION FOR LEAVE OF ABSENCE

Nil

5. RESPONSE TO QUESTIONS TAKEN ON NOTICE

Nil

6. PUBLIC QUESTION TIME

Ms Robin Bollard delivered the attached letters to Councillors and staff in response to a letter from the CEO Bob Jarvis.

Shire President, Fiona Gaze, advised Ms Bollard that her questions will be taken on notice and that Council might consider their original resolution at the Council Meeting due to take place on the 24th March 2021.

The visitor Robin Bollard left the meeting at 3:43pm and did not return.

Heart of the Stirlings

SHIRE OF GNOWANGERUP

Robin Bollard
PO Box 5495
ALBANY WA 6330

Dear Ms Bollard

I refer to your letter tabled at Council on the 16th December 2020, and provide the following responses.

With respect to the measurement of 187 metres this relates to a measurement from the edge of the proposed tank and does not relate to vehicles.

With respect to your question about the distance between industrial land and houses, the Shire President responded to you at the meeting by pointing out that the land is not industrial land and the proposed community water tank is not an industrial use. The Shire's Town Planner has confirmed that the community use of water storage is not an industrial use. The Shire's Town Planning Scheme would require an average of 7 and a half metres from the boundary with residential for a general or light/service industrial use. such as the construction of heavy vehicles, and If your concerns relate to use of the water tank by trucks, this will only happen periodically and it is not expected that this will lead to any significant noise and dust etc. being generated.

It is proposed that only 60,000 litres be placed in the tank in the first instance, and would be topped up once year from then onwards.

I understand that the Lily has suitable storage for a considerable period of time but they were advised that the use was for Amelup residents, farm houses and businesses in extraordinary dry spells.

With respect to the e-mail from Margot, the contents of the e-mail were read to you at the meeting and it quite clearly demonstrates that Margot was advised that the land proposed for the tank was the Salt River School site, and her response to this and the advice that her tourism project would proceed was, and I quote: "Great News Bob, thank you."

The site is in keeping with the application from Margot which states that the tank is able to be accessed by residents, farm houses and businesses in Amelup, so your comment that it does not suit the people who asked for it does not make sense given that the School site is in Amelup.



SHIRE OF GNOWANGERUP

Your comment that the Shire should not “provide a tank for just two businesses because they have not invested enough into their water supplies” is a real concern to me, because if that were so the project would have been ineligible for funding. It has to be available for the whole Amelup community to be eligible. I believe that Margot is aware of that, and that is why she stated that the target for the project was Amelup: residents, farmhouses, and businesses, in her original proposal. Nothing was said in the application that it would only be accessed by two businesses, and so I am not sure why you made that statement.

Several proposed alternative sites are being explored but they all come at a considerable extra cost to the Shire in subdivision, land transfer, and on site costs which are not covered by the grant. In one instance the land is also the subject of a Native Title Settlement and our formal advice is that this would be the subject of considerable negotiations and additional costs, almost certainly not to be concluded within the time frame. The ability for Peter Rundle to circumvent the statutory application periods are not known by the Shire, and therefore cannot be commented on. Once a clearer picture of what is available, at what cost and within the required timeframe Council can revisit is current resolution.

The Salt River Hall is on the Shire’s Municipal inventory, and as such is considered to have some significance, and will be the subject of a site assessment for budget purposes. The time frame for any works will be subject to Council’s budget provisions, and priorities.

Yours faithfully

Bob Jarvis
Chief Executive Officer

22nd December 2020

R.E.Bollard

P.O.Box 5495

ALBANY 330

Questions to the Councillors concerning a proposed water tank at Salt River.

Firstly let me say there is nothing really new stated in this letter.

With the distance of 187 metres between my house and the Salt River Hall the turn around area for trucks and the disturbance near my residence would be nearer to 120 metres.

The community water tank in Gnowangerup is in an industrial site and is not 7.5 metres from houses.

The land at Salt River Hall is industrial when the road crew occasionally use the area so we are messing with words here. What is the difference?

You say only a few trucks or people would use the tank. Can you guarantee that?

Only filling the tank with 60,000 litres seems crazy in a dry year it would soon be gone.

Why have a tank that is not full?

Yes the Lilly has large tanks and he doesn't care where the community tank goes. But he questions why others do not have adequate water for their businesses. One of the businesses, the Retreat has already installed a large tank because the cartage bill added up to the price of a large tank over a year.

Why do you keep bringing up this email to Margo Byrnes again and again when she has stated many times the site is not suitable, it is too far from her business for a start? And too far from the businesses that need it. Remember the grant was for tourism when the area is drought affected.

The original Amelup group maybe should have been called the Stirlings group because it involved tourist businesses in the Stirlings and not Amelup. I haven't found one business or person that wants the tank at Salt River. Everyone says it should be in the Stirlings, even the Amelup roadhouse says it should be in the Stirlings. So has the council done proper research into this tank?

So why don't you contact Peter Rundle who can help you with a land transfer in state and federal depts? Councillor Chris is still offering a gift of land and its where the tank is wanted. Our politicians are there to help us after all. This whole project has been dragging out for too long and needs finalising so people can move on with their lives!

7. DECLARATION OF FINANCIAL INTERESTS AND INTERESTS AFFECTING IMPARTIALITY

Cr S Hmeljak	Agenda item 12.1	Indirect Financial Interest
Cr S Hmeljak	Agenda item 12.2	Indirect Financial Interest
Cr M Creagh	Agenda Item 12.3	Financial Interest
Cr S Hmeljak	Agenda item 17.1	Indirect Financial Interest

8. PETITIONS / DEPUTATIONS / PRESENTATIONS

8.1 PETITIONS

Nil

8.2 DEPUTATIONS

Nil

8.3 PRESENTATIONS

Nil

9. CONFIRMATION OF PREVIOUS MEETING MINUTES

9.1 ORDINARY MEETING OF COUNCIL MINUTES 16th DECEMBER 2020

OFFICER RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr C Thomas

0221.01 That the minutes of the Ordinary Council Meeting held on 16th December 2020 be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED: 8/0

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

10.1 ELECTED MEMBERS ACTIVITY REPORT

Date of Report: 17th February 2021

Councillors: Various

Attended the following meetings/events

Cr G Stewart:

- 26th January 2021 Australia Day - Borden
- 3rd February 2021 Council & Executive Workshop
- 3rd February 2021 Annual Electors Meeting
- 11th February 2021 Bushfire Brigade Meeting
- 17th February 2021 Audit Committee Meeting

Cr K House:

- 26th January 2021 Australia Day - Borden
- 3rd February 2021 Council & Executive Workshop
- 3rd February 2021 Annual Electors Meeting
- 17th February 2021 Audit Committee Meeting

Cr K O’Keeffe:

- 3rd February 2021 Council & Executive Workshop
- 3rd February 2021 Annual Electors Meeting
- 17th February 2021 Audit Committee Meeting

Cr M Creagh:

- 26th January 2021 Australia Day - Borden
- 3rd February 2021 Council & Executive Workshop
- 3rd February 2021 Annual Electors Meeting
- 17th February 2021 Audit Committee Meeting

Cr C Thomas:

- 26th January 2021 Australia Day - Borden
- 10th February 2021 NSPNR General Meeting
- 17th February 2021 Audit Committee Meeting

Cr R House

- 26th January 2021 Australia Day - Borden
- 17th February 2021 Audit Committee Meeting

Cr S Hmeljak:

- 26th January 2021 Australia Day - Borden

Cr F Gaze:

- 26th January 2021 Australia Day - Borden
- 3rd February 2021 Council & Executive Workshop
- 3rd February 2021 Annual Electors Meeting
- 10th February 2021 Borden Pavilion X-Cup Meeting
- 11th February 2021 Bushfire Brigade Meeting
- 17th February 2021 Audit Committee Meeting

REPORTS FOR DECISION

11. COMMITTEES OF COUNCIL

11.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING MINUTES

Proponent: N/A
File Ref: ADM0119
Date of Report: 4th February 2021
Business Unit: Corporate and Community Services
Officer: Anrie van Zyl – Corporate Risk Officer
Disclosure of Interest: Nil

ATTACHMENTS

- Unconfirmed minutes for the Ordinary LEMC meeting held on the 3rd December 2020

PURPOSE OF THE REPORT

For Council to receive and note the minutes of the LEMC meeting held on the 3rd December 2020.

BACKGROUND

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

COMMENTS

Nil

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan 2017 – 2027
Theme 3: Our Community
Objective 1: Build connectivity between the three communities.

Strategic Initiative 1.1: Strengthen the sense of place and culture and belonging through inclusive community interaction and participation.

RISK MANAGEMENT CONSIDERATIONS

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

LEMC is a committee of Council and Council is required to receive and note the unconfirmed minutes from the meeting held on the 3rd December 2020.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr K O’Keeffe

Seconded: Cr R House

0221.02 That Council

Receives and notes the unconfirmed minutes of the Local Emergency Management Committee (LEMC) meeting held on the 3rd December 2020.

UNANIMOUSLY CARRIED: 8/0



SHIRE OF GNOWANGERUP

SHIRE OF GNOWANGERUP

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES

THURSDAY 3RD DECEMBER 2020 COMMENCED AT 4:30PM

SHIRE OF GNOWANGERUP COUNCIL CHAMBERS – YOUGENUP ROAD GNOWANGERUP

1. OPENING

The Chair, Fiona Gaze opened the Meeting at 4:30pm

2. ATTENDANCE

Cr Fiona Gaze	Shire of Gnowangerup Shire President (Chair) & Principal - Gnowangerup District High School
Bob Jarvis	Shire of Gnowangerup Chief Executive Officer
Ian Graham	Shire of Gnowangerup Deputy Chief Executive Officer
Yvette Wheatcroft	Shire of Gnowangerup Manager of Works (left the room at 17:19)
Anrie van Zyl	Shire of Gnowangerup Corporate Risk Officer (Agenda and Minutes Officer)
Kirsty Buchanan	Community Development Coordinator – Shire of Gnowangerup
Llew Withers	EHO – Shire of Gnowangerup
Neville Blackburn	Department of Communities
Garry Mason	Gnowangerup Police Station
Les Nayda	Gnowangerup SES
Michaelia Rooney	Gnowangerup SES
Kevin Bransby	Community Emergency Service Manager (CESM)
Clair Munch	Clinical Nurse Manager, WA Country Health Service Great Southern, Gnowangerup Health Services
Robyn Millar	Director of Nursing / Health Service Manager, Katanning Health Service, WACHS Great Southern
Ken Jones	Manager Infrastructure and Support Services, WACHS Great Southern
Lex Martin	Recovery Coordinator

APOLOGIES

Geoffrey Carberry	Shire of Gnowangerup Asset & Waste Management Coordinator
Andrew Brooker	Community Paramedic – St John Ambulance
Deon Grantham	Ranger, Stirling Ranges National Park (DBCA)

3. CONFIRMATION OF PREVIOUS MINUTES

That the minutes of the Local Emergency Management Committee meeting held on **Thursday the 3rd September 2020** be confirmed as a true and accurate record of proceedings.

Moved: Bob Jarvis

Seconded: Yvette Wheatcroft

UNANIMOUSLY CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1. *Shire of Gnowangerup Emergency Animal Welfare Plan/Grant Application*

- The Shire was successful in their application for the WALGA Emergency Animal Welfare Grant.
- The Shire applied for \$5000 for the purchasing of equipment to assist animals in emergencies. The money will be spent on:
 - Collapsible cages
 - Bedding
 - Travel cages
 - Cat traps
 - Microchip scanners x 2, etc
- The purchasing of the equipment will also enable the Shire to formalise the Animals in Emergencies Welfare Plan.

4.2. *LEMC Exercises for 2019/2020 – proposals for exercises required from LEMC members*

- At the Emergency Management Forum attended on the 1st December in Narrogin, Adam Smith advised that LG will be able to use the Covid pandemic as their exercise for the 20/21 financial year.
- Adam provided information and resources to complete the Report. Anrie will draft a report and bring to March LEMC meeting for tabling.
- Anrie also suggested that LEMC consider an Evacuation Centre exercise under Covid conditions.
- Neville Blackburn advised that he will provide the Shire with a Welfare Centre “starter pack” that includes guidelines and registration forms. (provided)

4.3. *Country School Bus Routes in Emergencies*

- Please see attached email received on the 25th November 2020 in relation to the School Bus Routes in Emergencies.
- Thanks to the Gnowangerup Police who were able to source the current school bus route map for the Shire.
- Copies of the map were emailed to the Shire school principals on the 15th September 2020.

4.4. *Orange Pouch Project*

- The Orange Pouch Project was successfully launched in the community.
- The Shire received really good feedback on the project and received some media coverage in regards to the project with articles in the local newspaper and ABC Radio.
- Anrie was contacted by several other LG who were interested in launching the same type of project.

5. COVID-19

Robyn Millar

- Strict protocols in place for delivery drivers at the hospital.
- Aged care is gradually opening up for more visitors, with strict rules still in place.

- The Department is confident that the hospital is managed well.

Llew Withers

- With the opening of state borders everyone needs to be vigilant and do the right thing.
- Use the SafeWA App to sign in when entering venues, or sign manually in if people do not have access to the App.
- With every State being different, things can become a bit confusing in terms of quarantine rules, etc.
- Information from the Department of Health is clear on what needs to be done.
- WA is well in front in terms of controlling the pandemic than any of the other states.
- May feel like a step backwards with the signing in and out at venues, but it is an effective way of contact tracing, if everyone does the right thing.

Gary Mason

- As Llew mentioned, WA is going back to registering patrons at venues, restaurants, public pools, etc.
- Please encourage everyone to download the SafeWA App.
- The App is used to scan a QR code when entering public venues.
- Information gathered through the App belongs to the business for only 28 days and can only be used for contact tracing should a case of Covid be confirmed.
- Information on who is required to have the QR Code can be found on the Department of Health's website.
- Kirsty asked the question what happens if kids at the pool don't know their parent's contact number? Garry advised that signing in is only required for persons over the age of 16.

6. CORRESPONDENCE

INWARDS:

- 6.1. Great Southern Regional Directory
 - Les Nayda requested that UHF Channel 231 be added under Gnowangerup SES on page 24.
 - Kevin to add to directory.
- 6.2. Biodiversity Conservation Act 2016 and Bushfire Risk Mitigation Activities
- 6.3. 2020-2021 AWARE Grant. Received on the 2nd November 2020.
- 6.4. COVID-19 Welfare Centre Guidelines
 - Information is being updated again. Neville will forward updated guidelines.
- 6.5. December Local Emergency Management Forums Update – Received 19th November 2020

OUTWARDS

- 6.6. 2019-20 Completed Fuel Management Survey to the OBRM – Submitted 8th September 2020
- 6.7. LEMC Minutes distributed to all members on the 10th September 2020.

7. GENERAL BUSINESS

- Ian Graham completed the WALGA Recovery Coordinator training in October 2020.
- It is to be tabled, that at the meeting held on 3 December 2020, Ian Graham was appointed as the Shire's Recovery Coordinator with Lex Martin stepping back to the position of back-up Recovery Coordinator.
- Lex Martin was thanked for his willingness to act as the Recovery Coordinator until Ian completed the required training.

8. REPORTS FROM MEMBERS

Robyn Millar

- The Gnowangerup Hospital conducted Fire Preparedness training this morning.
- A discussion took place in relation to what happens with hospital patients and aged care when the town is to be evacuated.

- Sometimes better to keep patients and elderly at their current location and defend the location, rather than to try and evacuate to a facility where the care they need can't be provided.
- Ken Jones advised that in the first instance the hospital will be defended, but if not possible every possible effort will be made to relocate patients, etc. to safety.
- Kevin Bransby advised that it will all depend on emergency and if it will be possible to defend the hospital.
- Neville Blackburn stated that if safe to do so, they can be relocated to an evacuation centre, but like the others stated, it will depend on the severity of the incident.
- Robyn Millar advised that the hospital took delivery of two pallets of PPE and if there should be an outbreak, PPE can be deployed.
- Continual training on donning / doffing of PPE is provided at the hospital and happy to provide a session to anyone interested.
- It is easy to forget the sequence and a lanyard is now available with the required order.
- Albany has the ability for rapid testing and results can be available within 4 hours of testing.
- Robyn introduced Claire Munch, the new Clinical Nurse Manager at the Gnowangerup Hospital, to the LEMC group.
- Fiona Gazed welcomed Claire to the area and to the LEMC Committee.

Ken Jones

- Nil

Garry Mason

- There is currently one person in quarantine in town. That person visited the hospital for testing.
- The question was raised again on where the best option will be for Covid positive patients to be housed?
- Garry advised that the best option is still to move them to quarantine facilities in Perth, rather than to keep them here in Gnowangerup. There is just not enough local resources to secure Covid positive patients in the Shire.
- It has been fairly quiet in town with no major incidents.

Kirsty Buchanan

- The Shire has a new website and Kirsty invited everyone to go and have a look.
- Link is provided on the website to the latest Covid information.
- Pool has been provided with a QR Code and a register for signing in.
- Libraries are covered under the CRC's.
- St John Ambulance
 - Opening of the "new" Gnowangerup St John Sub-Centre will be in February 2021.
 - Invitations will be sent out closer to the event.
 - St John, like all the other volunteer services, are lacking volunteers and a recruitment drive is planned to try and recruit more volunteers.
 - The Gnowangerup Ambulance will be fitted with a Corepuls 3 Monitor/Defibrillator early in 2021. More funds will have to be secured to add Corepuls Monitors to the Ongerup and Borden ambulances.
 - St John's have enough PPE stock for now, but reporting on usage is still required.

Neville Blackburn

- Major concern that if an evacuation centre is to be opened today, what it will look like under Covid conditions.
- The Department of Communities have produced updated guidelines and will be sent out shortly.

- It will be challenging to open up evacuation centres for the Department with teams down and with the extra roles required under Covid conditions.
- Should an evacuation centre be activated in the Gnowangerup Shire, the Department will ask the Shire to open up and man the centre until the Department deploy a team. When opening up the centre, LG staff will be required to wear a mask and safety glasses.
- The ideal situation will be to not accept Covid positive people, but that might not be an option. Should there be Covid positive cases then they will have to be quarantined within the centre. All possible precautions will be taken to try and avoid the spread, as illness can spread rapidly under these conditions.
- Priority will be to move them to a more appropriate location; that could be in the same centre or be in the form of another alternative evacuation centre.
- It will be challenging for everyone and therefore every possible precaution should be taken to avoid the possible spread of Covid.
- More cyclones are predicted up North for the summer and the Department will be as prepared as they can.

Ian Graham

- Nil

Bob Jarvis

- The Great Southern Regional COVID-19 Response and Recovery Working Group has been discussing possible suitable testing locations in the various Shires.
- The Gnowangerup Sporting Complex has been logged as a possible centre due to the ability for vehicles to drive in and out without causing any congestion.
- Borden and Ongerup could also be used if required due to the same reason as the above.

Yvette Wheatcroft

- Minor flood damage were sustained on Shire roads with the last rain we had. The Shire will endeavour to fix the roads as soon as possible. Damage not enough for a DRFAWA claim, so Shire will have to pay for it.

Les Nayda

- Still trouble with securing P2 masks. The SES still haven't received any from DFES. They use them during road crashes.
- LEMC members advised Les that stock is available in most stores now and that the SES should be able to secure some.
- Same issue with hand sanitiser.
- The Shire advised that Les can come and collect a box full of hand sanitiser from the Shire.
- The SES haven't had any recent incidents and it has been quiet so far and hoping to remain that way.
- Les stated that they are trying to organise first aid training through Gnowangerup St John. Kirsty in return advised that training through St John can currently only be done through the Albany Sub Centre at this stage due to Covid.
- The new rollers doors will be installed during January 2021 and everyone is looking forward to having them installed.
- When the quote was submitted for the installation of the doors the electrical works were not included.
- Peter Raykos from DFES advised that the cost will be covered under the above installation.
- A plumber will also be coming to install another hand basin in the kitchen. Couldn't get Ian Beaton on board, so organised another plumber to do the work.
- Les also advised that Michaelia has been appointed his deputy and will cover for him in his absence.

Lex Martin

- Lex congratulated Ian on his appointment as Recovery Coordinator.

Kevin Bransby

- DFES are concerned about accommodation around the region being fully/over booked during December and January and the ability for emergency services to properly manage evacuation with the big influx of people into the region.
- Coastal strips, extra concerned with people camping alongside beaches, etc. due to the lack of availability of camping spots in caravan and camping grounds.
- The high fire threat period in the Great Southern begins today and water bombers have been activated to be on standby.
- The incident with the hay baler fire close to Black Road was discussed and the procedure that was followed to sound the alarm during the unfolding incident. It was reiterated again that 000 should be called immediately by the person reporting the fire and NOT phone the Roadhouse, as was done in the past.
- Kevin to go and discuss proper procedure with the Gnowangerup Roadhouse.
- Education on proper procedure to follow to be circulated on Shire Facebook page.

9. OTHER

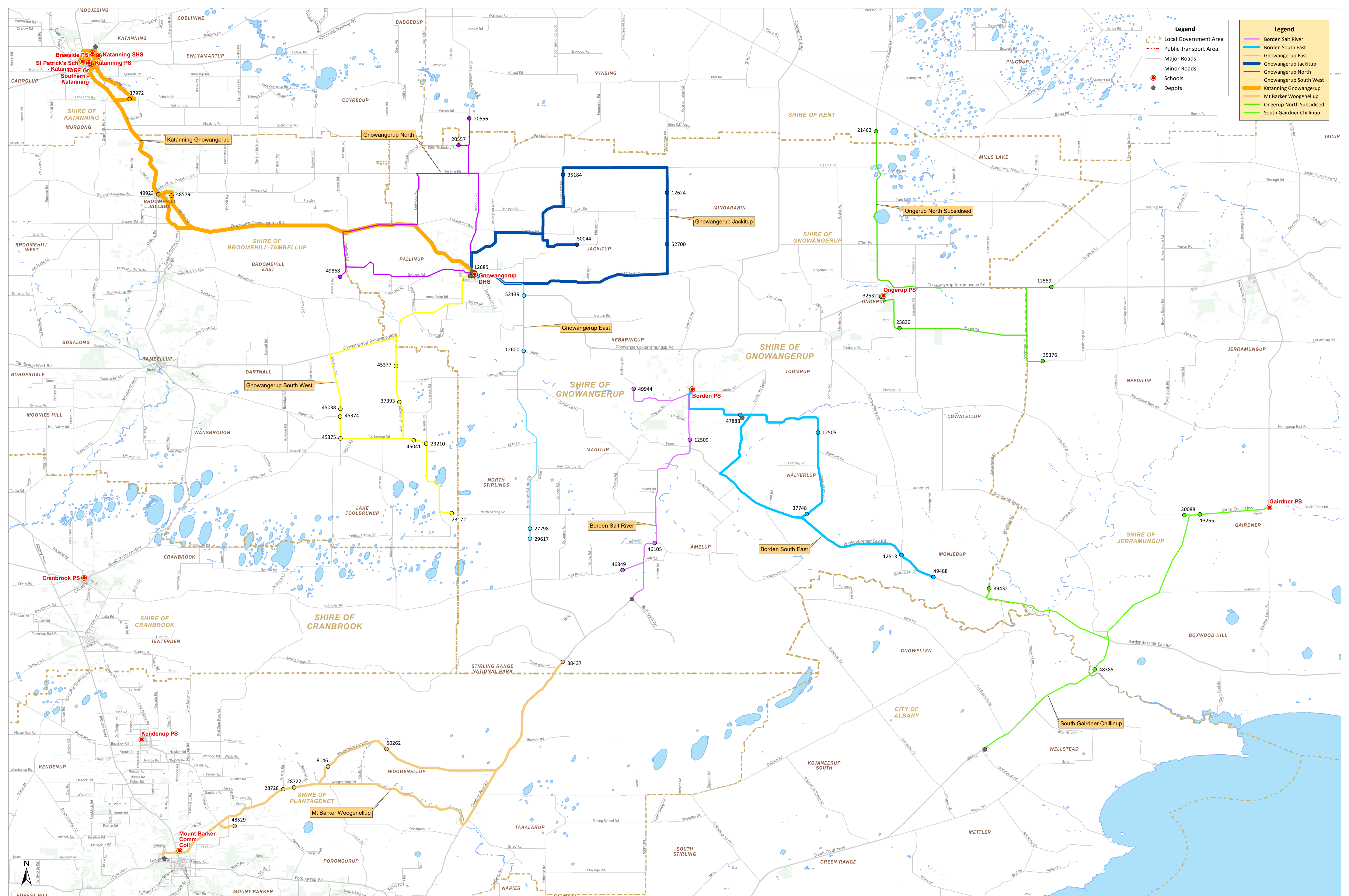
Nil

10. CLOSING

The Chair declared the meeting closed at 5:36pm.

11. DATE OF NEXT MEETING

4th March 2021 at 4:30pm at the Gnowangerup Council Chambers.



Legend

- Local Government Area
- Public Transport Area
- Major Roads
- Minor Roads
- Schools
- Depots

Legend

- Borden Salt River
- Borden South East
- Gnowangerup South East
- Gnowangerup Jackitup
- Gnowangerup North
- Gnowangerup South West
- Katanning Gnowangerup
- Mt Barker Woogenellup
- Ongerup North Subsidised
- South Gairdner Chillup



2020-21

GREAT SOUTHERN REGIONAL DIRECTORY



Stirling Range National Park - 2019



GREAT SOUTHERN REGIONAL DIRECTORY

This Directory is compiled and distributed to assist DFES Staff and Volunteers in Bush Fire Brigades, Fire & Rescue Service Brigades, State Emergency Service Units, Emergency Service Units, Department of Biodiversity, Conservation and Attractions (Parks & Wildlife Services) and Local Governments in and adjacent to DFES Great Southern Region of Western Australia.

REGIONAL DUTY CO-ORDINATOR

1800 314 644

GREAT SOUTHERN REGIONAL HEADQUARTERS – ALBANY OFFICE

5 Hercules Crescent, ALBANY

Ph: 9845 5000 (Office Hours 8.30am – 4.30pm)

Email: albany.reception@dfes.wa.gov.au

POSITION	NAME	OFFICE	MOBILE	CALL SIGN
SUPERINTENDENT	WAYNE GREEN	9845 5001	0419 793 294	DFES GS 1
DISTRICT OFFICER (NH)	TBC	9845 5003	0427 005 114	DO SES GS 12
DISTRICT OFFICER (URBAN)	DIARMUID KINSELLA	9845 5004	0427 024 127	Fire Services GS 1
DISTRICT OFFICER (RURAL)	MURRAY HATTON	9845 5008	0427 002 704	Fire Services GS 2
DISTRICT OFFICER (EM)	DEREK JONES	9845 5041	0439 384 954	Fire Services GS 3
AREA OFFICER	WES BAILYE	9845 5005	0427 002 714	Fire Services GS 6
AREA OFFICER	VACANT	9845 5010	0427 002 713	Fire Services GS 5
BRMO	DARREN PRIOR	9845 5015	0447 545 510	Fire Service GS 10
MARINE RESCUE REG CO-ORD	DANIAL PELL	9845 5009	0437 634 472	
ADMIN OFFICER	SONYA SMITH	9845 5000	0427 477 753	
ADMIN OFFICER (PART TIME)	LOUISA HARRISON	9845 5000		
TRAINING SUPPORT OFFICER	MICHELLE NESBITT	9845 5013	0427 940 106	
VMSO	TINA ZACHER	9845 5025	0417 905 062	
DEMA	ADAM SMITH	9845 5007	0429 104 007	
COMMUNITY PREPARDNESS	JENNA HONEY-SMITH	9845 5017	0418 802 762	
ALBANY FIRE STATION	STATION OFFICER	6820 2500	0427 005 102 (Not for Emergencies)	

ESPERANCE DISTRICT OFFICE

Suite 2, Esperance Business Centre, 75-79 Dempster Street, Esperance OR PO Box 2068 ESPERANCE WA 6450

POSITION	NAME	OFFICE	MOBILE	CALL SIGN
DISTRICT OFFICER (NH)	ASHLEY SMITH		0447 831 053	
AREA OFFICER	STEPHEN PETERSEN	6002 8001	0427 002 718	Fire Services GS 9
ADMIN OFFICER (PART TIME)	CAROLYN PETERSEN	6002 8002		
CESM HOTDESK	KAREN NAYLOR	6002 8003	0418 954 051	

COMMUNITY EMERGENCY SERVICES MANAGERS (CESM)

ALBANY	Brendan Gordon	6820 3924	0428 035 292	
DENMARK	Scott Medhurst	9848 0330	0428 913 937	
KATANNING/BROOMEHILL-TAMBELLUP	Cindy Pearce	9821 9950	0417 071 567	
PLANTAGENET	Mike Barnes	9892 1149	0447 091 159	
ESPERANCE	Karen Naylor	9071 0625	0418 954 051	
RAVENSTHORPE/JERRAMUNGUP	Ashley Peczka	9835 1022	0438 498 221	
KOJONUP/CRANBROOK/GNOWANGERUP	Kevin Bransby		0499 899 189	

DFES Incident Control Van (ICV) Email: albanyicv@dfes.wa.gov.au

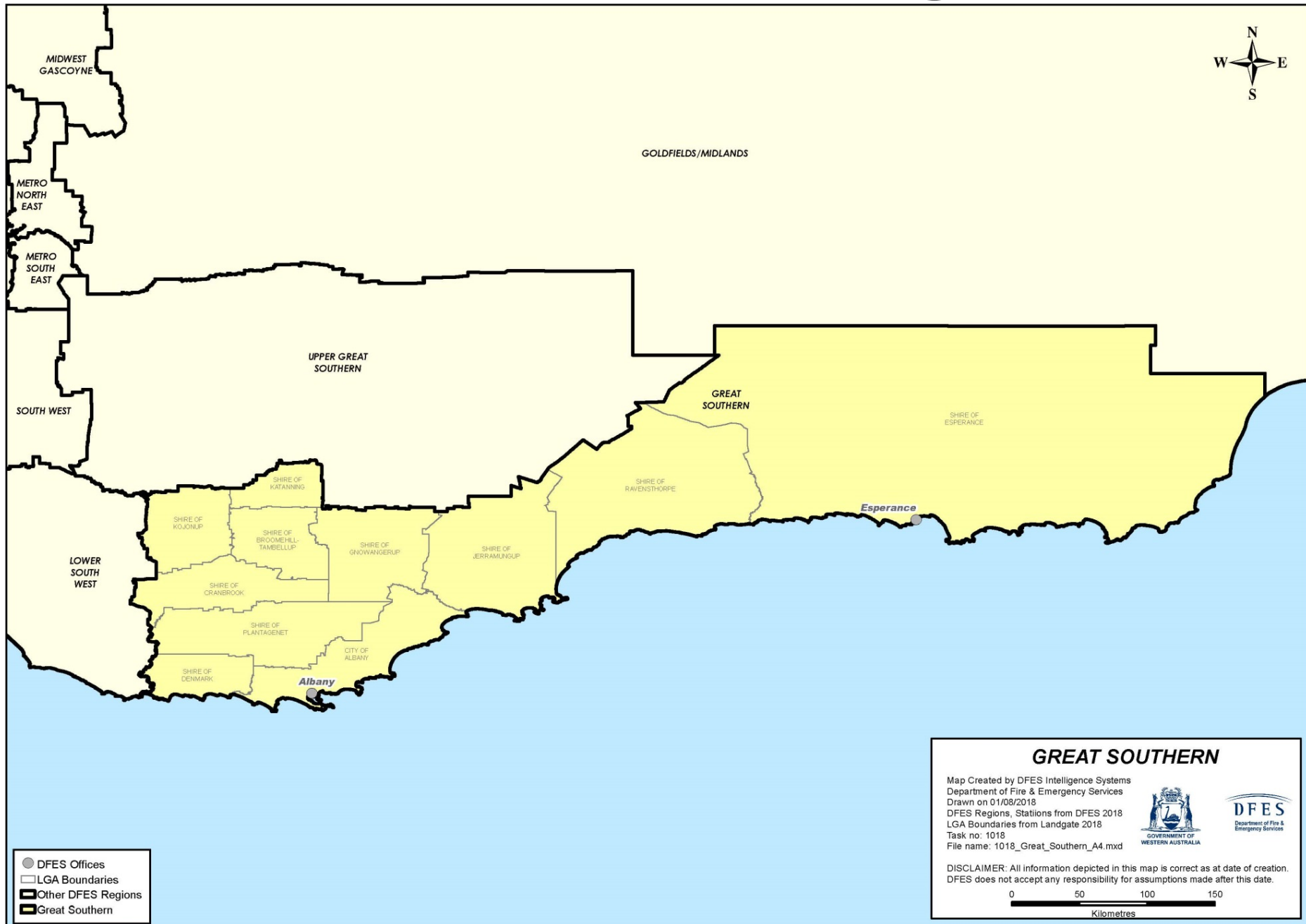
OPERATIONAL CONSIDERATIONS (Checklist for first arriving Firefighters)

The checklist below is a list of operational considerations for the first arriving fire crew when giving the first SITREP to COMCEN or your normal reporting lines.

P	POSITION AND PROPERTY THREATENED <ul style="list-style-type: none"> Assess the situation Exposures/assets at risk/critical infrastructure
A	AREA <ul style="list-style-type: none"> Size of fire
F	FUEL DENSITY AND TYPE <ul style="list-style-type: none"> Estimate rate of spread (ROS)
T	TIME TO CONTROL <ul style="list-style-type: none"> Establish IMT Decide on objectives, strategies and tactics Consider delegating key functions
A	ASSISTANCE REQUIRED <ul style="list-style-type: none"> Traffic Management Road closures Additional resources
C	COMMUNICATIONS AND CONTROL POINT <ul style="list-style-type: none"> Radio frequencies/Communications plan Location of control point Consider media and public advice/warnings
S	SURFACE WIND STRENGTH AND DIRECTION <ul style="list-style-type: none"> Send SITREP Safety is first priority

NOTE: The above checklist should only be utilized for the first arriving Incident Controller. For additional and more detailed checklists, refer to the "DFES Operational Checklists" booklet.

Great Southern Region



GSR REPEATER LOCATION	VHF HI-BAND REPEATERS	FRS	DFES COMMAND CHANNELS & VMRS REPEATERS			HI BAND	SES UHF	
Albany West / East / Eclipse Isl	101 , 204 , 103	102	Albany			546	234	
Boddington	114		Albany - Eclipse Isl			552		
Brookton	123	364	Albany Based - Water Bombers			525		
Broomehill / Tambellup	231 & 322		Borden			522		
Cranbrook West & East	W 162 & E 163		Denmark			544		
Corrigin	161	366	Esperance - Munglinup			540		
Cuballing	275		Esperance - Cascades			545		
Denmark	173	364	Esperance - Howick			516		
Dumbleyung	181	365	Esperance - Mt Burdett			530	235	
Esperance - Peak Charles	191		Esperance - Mt Ragged			515		
Esperance N, W, C & E	314, 154, 270, 187 & 216	368	Esperance - Peak Charles			521		
Gnowangerup	200		Jerramungup			517	236 (B/Bay)	
Jerramungup / Bremer Bay	222 & 121		Jacup			537		
Katanning	230	368	Katanning			628	232	
Kent	297 (UHF 11)		Kulin			651		
Kojonup E & W	234 & 229	364	Magenta / Pingrup			611		
Kondinin West & East	235 & 219		Mt Frankland			533		
Kulin West & East	239 & 238	367	Narrogin			623	212	
Lake Grace West & East	245 & 244 (UHF 5 W & 11 E)	364	Nyabing			650		
Narrogin	285	368	Quairading			636		
Pingelly	274	365	Ravensthorpe			529	231	
Plantagenet West & East	312 & 268	365						
Ravensthorpe E, Mid, S	281, 304 & 214	368	REPEATER SITE	COMMAND	Marine	REPEATER SITE	COMMAND	Marine
Wagin	334	367	Rocky Gully	311		Munglinup	280	
Wandering	339		Porongurups	267		Howick Hill	215	21
West Arthur	171		Green Range	203	81	Salmon Gums	313	
Wickepin	273		Bremer Bay	120	80	Six Mile Hill	186	22
Williams	343	366	Hopetoun	213	21	Myona Downs	282	
Woodanilling West & East	233, 345		Ravensthorpe	303		Holt Rock	212	
			Albany	203/267	82	Denmark		22
			Eclipse Isl		80			
			RESCUE 65 CHOPPER = UHF 220			SIMPLEX VHF HI Ch 354 - 369		



Last Updated: 5/10/2020 - Ver 1.4

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Change of Details

Please keep us informed of any additions, alterations or changes to information contained in this directory by Emailing to:

albany.reception@dfes.wa.gov.au

CITY OF ALBANY #9001

WAERN: 204 (East) & 101 (West) COMMAND 203 & 267

OLD MID BAND VHF CH 26 & 34 COMMAND VHF CH 1 & 25

CITY OFFICE: PHONE NO: (08) 6820 3000
 FAX NO: (08) 6820 3888 E-mail: staff@albany.wa.gov.au
 7ADDRESS: 102 NORTH ROAD / PO BOX 484
 YAKAMIA ALBANY WA 6330

PERSONNEL	NAME	PHONE	CALL SIGN
CEO	ANDREW SHARPE	6820 3002 / 0407 421 337	
EXEC DIRECT CORP & COM SERVICES	DUNCAN OLDE	6820 3092 / 0419 685 309	
MANAGER PUBLIC HEALTH & SAFETY	SCOTT REITSEMA	6820 3069 / 0418 419 362	CITY MANAGER
CESM	BRENDAN GORDON	6820 3924 / 0428 035 292	ALBANY CESM
EMERGENCY MGT TEAM LEADER	GARRY TURNER	6820 3927 / 0439 217 692	CITY 1
CBFCO	GARY DUNCAN	0419 560 218	FIRE 1
DCBCO	GRAEME POOLE	0459 876 078	FIRE 2
SBFCO (SW1)	ALAN HAWLEY	9844 3260 0429 185 350	SOUTH WEST 1
SBDFO (NE1)	RICHARD METCALFE	9846 8001 0458 468 003	NORTH EAST 1
SBDFO (SW2)	KEVIN MARTIN	9845 2032 0427 452 032	SOUTH WEST 2 / YOUNGS 1
SBDFO (NE2)	JOHN HOWARD	0428 543 004	NORTH EAST 2
BUSHFIRE CHAPLAIN	TED LORD	0428 504 414	KALGAN 15
FCV - CARAVAN	ocv@albany.wa.gov.au	6102 2691	

EMERGENCY SERVICES IN CITY:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
AMBULANCE	EMERGENCY	000		MIDDLETON RD	
ALINTA GAS		131 352			
DBC&A OFFICE	DUTY OFFICER	9842 4500	9841 7105 9842 4551 ops	120 ALBANY HWY	
FIRE & RESCUE	EMERGENCY STATION OFFICER	000 6820 2510 (admin)		NORTH ROAD	ALB FRS BASE WAERN 102
MAIN ROADS	ALBANY OFFICE	9892 0555		KELLY STREET	
MANAGER RAIL SERVICES WA	ROB RANDELL	6274 4442 0418 186 696		12 AITKEN WAY KEWDALE 615	
POLICE	EMERGENCY	000 9892 9300 9892 9329 (control)			
WATER CORP	ANTHONY BODYCOAT	9842 4272		KELLY STREET	
WESTERN POWER	STATEWIDE GS COORDINATOR	131 351 0429 595 820	9841 0810		
HOSPITAL		9892 2222		WARDEN AVE	

VOLUNTEER BUSHFIRE BRIGADES

BORNHOLM #6073

Secretary:

4 COOMBES ROAD, TORBAY WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0407 777 953	
FCO	CHRIS AYRES	0427 451 123 / 9845 1123	BORNHOLM 2
FCO	LAURIE NISSEN	0429 838 038 / 9845 1441	BORNHOLM 1
DFCO 2	ANDREW PONSFORD	0428 481 113	BORNHOLM 3
SECRETARY	TED RASTRICK	0428 101 907	
FIRE STATION		9845 1850	BORNHOLM BASE

ELLEKER #6225

Secretary:

PO BOX 247, ALBANY WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0436 644 440	
FCO	ROY SMITH	0498 725 555	ELLEKER 1
DFCO	WAYNE VAN DER HEIDE	0450 508 302	ELLEKER 2
SECRETARY	CHERONNE VAN DER HEIDE	0466 726 563	

GNOWELLEN #6257

Secretary:

6309 CHILLINUP ROAD, GNOWELLEN WA 6328

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	MORGAN SOUNNESS	0427 471 057 / 9847 1057	GNOWELLEN 1
DFCO	JEFF STONEY	0427 471 011	GNOWELLEN 2
SECRETARY	JOANNA SLATTERY	0428 471 050	

GREEN RANGE #6269

Secretary:

KAOLA 41241 South Coast Hwy, GREEN RANGE 6328

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	MARK PLUNKETT	0428 466 032 / 9846 6032	GREEN RANGE 1
DFCO / SEC	JEREMY WALKER		GREEN RANGE 2

HIGHWAY #6207

Secretary:

56 Clydesdale Road, ALBANY 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0436 631 986	
FCO/ CAPT	GERRIT BALLAST	0498 998 878	HIGHWAY 1
DFCO1 / LT	WALTER VAN DONGEN	0428 281 224	HIGHWAY 2
SECRETARY	TASH KORTHIUS	0401 492 682	HIGHWAY 8

KALGAN #6325

Brigade:

C/ POST OFFICE, LOWER KING WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0457 774 008	
FCO	DARRYL BRADLEY	0438 198 473	KALGAN 1
DFCO1	KEVIN BRANSBY	0408 067 576	KALGAN 2
DFCO2	BRENT FINDLAY	0418 774 370	KALGAN 3
DFCO3	DON TOMLINSON	0427 366 040	KALGAN 4
SECRETARY	LIBBY MARMION	9846 4774	
FIRE STATION		9846 4008	KALGAN FIRE STN

KING RIVER # 6341

Secretary:

PO BOX 1262, ALBANY WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0417 648 319	
FCO	SIMON WHITFORD	0417 355 493	KING RIVER 1
DFCO	MALCOLM PEARCE	0429 337 382	KING RIVER 2
DFCO	BOHDAN VAN DER WALL	0447 567 192	
SECRETARY	CHRISSIE COOPER	0438 680 214	

KOJANEERUP #6344

Secretary:

374 KOJANEERUP WEST RD , KOJANEERUP STH 6328

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	ASHTON HOOD	0427 477 234 / 9847 7062	KOJANEERUP 1
DFCO/CAPT	SCOTT SMITH	0429 466 037	KOJANEERUP 2
SECRETARY	CRAIG NELSON	0428 477 026	KOJANEERUP 3

MANYPEAKS #6398

Secretary:

RMB 27 HOMESTEAD RD, MANYPEAKS WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	KIM LESTER	0429 889 075 / 9846 1310	MANYPEAKS 1
DFCO	TIM METCALFE	0487 350 111	MANYPEAKS 2
SECRETARY	JAKE MAGUIRE	0437 407 517	

NAPIER #6465

Secretary:

1414 TACKENUP ROAD, MANYPEAKS WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	TOM COLLINS	0428 443 451 / 9844 3451	NAPIER 1
CAPT	JOHN ODELL	0428 443 457 / 9844 3457	NAPIER 3
DFCO1	BRETT SMOKER	0458 552 822 / 9844 3444	NAPIER 2
DFCO2	KIM ROBERTS	0427 443 104	
SECRETARY	KATHY WISE	0422 569 431 / 9853 1195	

REDMOND #6554

Secretary:

276 DAVEY ROAD, REDMOND WA 6327

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	PIETER MOSTERT	9845 3007	REDMOND 1
CAPT	DYLAN MOSTERT	0438 867 757	
DFCO	LANCE FLETT	0427 453 048 / 9845 3048	REDMOND 2
SECRETARY	ANNETTE MOSTERT	9845 3007	

SOUTH COAST #6584

Brigade:

PO BOX 222, ALBANY WA 6331

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0439 662 469	
FCO	SHANE DUNCAN	0419 937 126/ 0417 820 443	SOUTH COAST 1
DFCO1	ROWAN HARDY	0419 663 061	SOUTH COAST 2
DFCO2	DAVID WETTENHALL	0407 944 998	
SECRETARY	MICHAEL MCCAFFERY	0419 514 903	

SOUTH STIRLINGS #6586

Secretary:

911 CHILLINUP ROAD, TAKALARUP WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	GRAEME PYLE	0428 543 069 / 9854 3021	STH STIRLING 1
DFCO	JOHN HOWARD	0428 543 004	STH STIRLING 2
SECRETARY	PIERRE BAILEY	0427 543 016 / 9854 3016	

TORBAY #6620

Secretary:

270 RUTHERFORD ROAD, TORBAY WA 6330

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	KEITH SMITH	0428 451 516 / 9845 1516	TORBAY 1
DFCO	SAM COCKBURN	0400 733 455	TORBAY 2
SECRETARY	JACQUI FOSTER	0419 599 235	

WELLSTEAD #6664

Brigade:

C/ POST OFFICE, WELLSTEAD WA 6328

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	PETER DIPROSE	0427 472 037 / 9847 2037	WELLSTEAD 1
DFCO	MAT WOOD	0408 913 039	WELLSTEAD 2
SECRETARY	DAWN CHADWICK	9847 2014	

YOUNGS SIDING #6713

Secretary:

PO BOX 5691, ALBANY WA 6332

RANK	NAME	CONTACT PHONE	CALL SIGN
CALL OUT PHONE		0476 210 322	
FCO	KEVIN MARTIN	0427 452 032 / 9845 2032	YOUNGS 1
CAPT	ROB LYNN	0400 835 997	YOUNGS 3
DFCO	MARTIN PETERSON	0448 320 352 / 9845 2010	YOUNGS 2
SECRETARY	SANDRA FRID	0420 697 611 / 9845 2112	

ALBANY VOLUNTEER FIRE & RESCUE SERVICE**#189**

Postal: PO Box 535, Albany WA 6331

Site: Newbey Street, Albany

Contacts: Ph: 9842 9817

Mob: 0409 617 650

Email: albanyvfrs@bigpond.com

WAERN: 102

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CONTACT PHONE	APPLIANCES
CAPTAIN	SHANE BELL	0408920709	CP09
LIEUTENANT	PAUL WILLIAMSON	0419 931 187 / 9842 1573	LT
APPARATUS OFFICER	MATTHEW ROBERTS	0427533004	
	SHARON RALPH	0458968953	
SECRETARY	MELANIE BELL	0409 433 279	

ALBANY VOLUNTEER MARINE RESCUE SERVICE**#4820**

Postal: Albany Sea Rescue Squad. PO Box 1031, Albany WA 6331
 Site: Emu Point
 Contacts: Ph: 9844 1005 Fax: 9844 1667
 Email: rescue@albanyVMR.org.au Call Sign: VMRS 610

CONTACT INFORMATION

POSITION	NAME	CONTACT
DUTY PHONE		MOBILE: 0427 923 557
COMMANDER	DEREK RYALL	0427 448 003
V/COMMANDER	COLIN BAIRSTOW	0429 192 473

ALBANY STATE EMERGENCY SERVICE**#4901**

Postal: PO Box 55, Albany WA 6331
 Site: Lot 4 Sanford Road, Albany
 Contacts: Ph: 9841 2400 Fax: 9841 7112
 Email: general@albanyses.org.au

CONTACT INFORMATION

POSITION	NAME	CONTACT
DUTY PHONE		MOBILE: 0417 946 879
LOCAL MANAGER	KATE RUSSELL	Mobile: 0427 465 446
DEPUTY MANAGERS	ROBERT BOYES DENISE JOHNSON	0427 999 304 0423 687 547

EQUIPMENT & RESOURCE LIST

VEHICLES	4WD DUAL CAB 2 x 4WD TROOP CARRIER 1x 10-SEATER TOYOTA COASTER BUS
EQUIPMENT	RESCUE TRAILER VERTICAL STORM DAMAGE TRAILER GENERAL RESCUE TRAILER LIGHTING TOWER ATU – 4X4 DEDICATED OPERATIONS CENTRE (non off road)

SHIRE OF BROOMEHILL-TAMBELLUP

#9146

WAERN: 322 TAMBELLUP, 231 BROOMEHILL

(OLD MIDBAND VHF CH: 33 & 37)

UHF: CHANNEL 5

SHIRE OFFICE: PHONE NO: (08) 9825 3555
 FAX NO: (08) 9825 1152
 E-mail: mail@shirebt.wa.gov.au

ADDRESS: 46-48 NORRISH STREET,
 TAMBELLUP WA 6320

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	KEITH WILLIAMS ceo@shirebt.wa.gov.au	9825 3555 0475 253 555	9825 1152	BROOMEHILL- TAMBELLUP SHIRE
CESM BROOMEHILL-TAMBELLUP, KATANNING, WOODANILLING	CINDY PEARCE	0417 071 567		CENTRAL GREAT SOUTHERN CESM
CBFCO / FCO / FWO	IAN CUNNINGHAM	9825 3061 0428 253 062		BT 1
DCBFCO / FCO / FWO	WAYNE NEWBEY	0429 674 182		BT 2
DCBFCO / FCO / FWO	KIM OLIVER	0427 258 157		BT 3

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY OIC TAMBELLUP OIC KATANNING	000 9825 1003 9821 1888			
AMBULANCE	EMERGENCY	000			
DBC&A OFFICE (P&W SERVICE)	DUTY OFFICER NARROGIN	9881 9200	9881 1645	HOUGH STREET	P&W NARROGIN
S.E.S.	EMERGENCY	132 500			
MANAGER RAIL SERVICES WA	ROB RANDELL	6274 4442 0418 186 696		12 AITKEN WAY KEWDALE 6105	
WESTERN POWER	STATEWIDE	131 351			
ALINTA GAS	STATEWIDE	131 352			

VOLUNTEER BUSHFIRE BRIGADES

BROOMEHILL CENTRAL #6094

Shire:

46-48 NORRISH ST, TAMBELLUP WA 6320

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	NEIL TEARS	0417 939 684	CENTRAL 1
1ST LT	BRIAN CONNING	0437 236 997	
2ND LT	JONATHAN WEBSTER	0429 441 246 / 9824 1509	
3RD LT	DAVE DILLEY	0409 518 415 / 9824 1123	
SECRETARY	LYNN DILLEY	0427 241 123 / 9824 1123	

BROOMEHILL EAST #6095

Shire:

46-48 NORRISH ST, TAMBELLUP WA 6320

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	LUKE SIMPSON	0427 251 257 / 9825 1537	BH EAST1
1ST LT	LACHLAN DEWAR	0419 920 066	BH EAST2
2ND LT	SCOTT THOMPSON	0428 916 131 / 9824 1243	BH EAST3
3RD LT	MARK PAGANONI	0428 383 817 / 9824 1316	BH EAST4
SECRETARY	NATHAN HERON	0427 212 272 / 9824 1322	

BROOMEHILL WEST #6096

Shire:

46-48 NORRISH ST, TAMBELLUP WA 6320

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	BEN HEWSON	0417 969 975 / 9821 0205	BH WEST 1
1ST LT	WARWICK MACMAHON	0428 316 386	BH WEST 2
2ND LT	ED ANDERSON	0428 221 591	BH WEST 3
SECRETARY	ANDREW WOITHE	0428 241 232 / 9824 1200	

TAMBELLUP EAST #6982

Shire:

46-48 NORRISH ST, TAMBELLUP WA 6320

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT/ FCO/ Sec	MARIO CRISTINELLI	0427 258 118 / 9825 8262	TA EAST 1
1ST LT	AL CLARK	0488 258 204 / 9825 8204	TA EAST 2
2ND LT	LUKE PATTERSON	0427 258 222	TA EAST 3
3RD LT	CHRIS RUMBLE	0428 368 205	

TAMBELLUP WEST #6989

Shire:

46-48 NORRISH ST, TAMBELLUP WA 6320

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	DEREK SADLER	0439 521 127 / 9825 3041	TA WEST 1
1ST LT	NICK LOCKYER	0429 104 129 / 9825 1159	TA WEST 2
2ND LT	RHYS BROWN	0428 993 309	TA WEST 3
3RD LT	BEN CAMPBELL-WILSON	0419 193 744	TA WEST 4
SECRETARY	CASEY BRADSHAW	0437 427 914	

TAMBELLUP VOLUNTEER FIRE & EMERGENCY SERVICE UNIT

#4614

Postal: PO BOX 121, TAMBELLUP WA 6320
 Site: Lot 21 Crowden Street, TAMBELLUP WA 6320
 Contacts: Ph: 9825 1671 Appl Mobile: 0429 117 889
 Email: tam_vesu@bigpond.com

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / RCR	CRAIG BEACHAM	0428 251 380 / 9825 1380	
CAPTAIN / FIRE FCO	LAURIE HULL	0428 251 177 / 9825 1176	TAMBELLUP 1
LIEUTENANT	BRYAN TREZONA	0409 657 371	
1ST LIEUTENANT	ALLAN HANKINSON	0409 657 371 / 9825 1065	
2ND LIEUTENANT	MANDY PLANT	0418 777 903 / 9825 1662	
3rd LIEUTENANT	KEITH WILLIAMS	0423 636 272	
	GEOFF HAMS	9825 1009	TAMBELLUP 3
TRAINING OFFICER	PAUL PLANT	0427 258 241 / 9825 1662	
SECRETARY	PAM HULL	0427 501 966 / 9825 1176	

SHIRE OF CRANBROOK #9034

WAERN: 162 WEST & 163 EAST,
 OLD MID BAND VHF CH: 27EAST, 45WEST, DFES COMMAND VH 25

SHIRE OFFICE: PHONE NO: (08) 9826 1008
 FAX NO: (08) 9826 1090
 TARA NO: (08) 9842 1237
 E-mail: admin@cranbrook.wa.gov.au

ADDRESS: GATHORNE STREET / PO BOX 21
 CRANBROOK WA 6321

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	PETER NORTHOVER ceo@cranbrook.wa.gov.au	9826 1008 0417 932 819	9826 1090	CRANBROOK SHIRE
CESM	KEVIN BRANSBY eso@cranbrook.wa.gov.au kevin.bransby@dfes.wa.gov.au	9826 2206 0499 899 189	9826 1090	CRANBROOK CESM
MANAGER OF WORKS	JEFF ALDERTON mow@cranbrook.wa.gov.au	9826 1008 0437 450 147		CRANBROOK SHIRE
WORKS SUPERVISOR	WAYNE TOOVEY	0428 640 276	9826 1090	
SHIRE RANGER	JOE DUINA ranger@cranbrook.wa.gov.au	0417 905 055	9826 1090	CRANBROOK RANGER / CRANBROOK TOWN
CBFCO	DAVID PACKARD	0428 837 939		VL6KJ
DCBFCO – west	PETER ETTRIDGE	0458 552 271		FRANKLAND 1
DCBFCO – east	GRAEME MARSHALL	0407 261 005		TUNNEY 1
BASE RADIO	DAVID PRESTON	9826 8045 0428 268 045		JULIET 1 (house) JULIET 2 (mobile)

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE OIC	LAURIE SETON	6801 3840		CLIMIE STREET	
AMBULANCE	ANNE PARSONS	000		Gordon Street, Cranbrook Wingebellup Rd, Frankland River	
DBC&A OFFICE (P&W SERVICE)	DUTY OFFICER	9842 4500	9841 7105 9842 4551 ops	MOINGUP SPRINGS, STIRLING RANGES	P&W ALBANY
S.E.S.	EMERGENCY	132 500		MT BARKER	
ARC INFRASTRUCTURE	ADMINISTRATION	9881 3063 0427 085 803		1 FRANCIS ST, NARROGIN	
WESTERN POWER	STATEWIDE	131 351			
ALINTA GAS	STATEWIDE	131 352			

VOLUNTEER BUSHFIRE BRIGADES

BOKERUP/UNICUP #6065

Secretary:

RMB 358, KOJONUP WA 6395

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	TOM ETTRIDGE	0427 566 232 / 9856 6232	BOKERUP 1
FCO / LT	GREG BANKS	9857 1013	UNICUP 1
LT	ROB CROSBY	9855 1564	UNICUP 2
LT	DAVID BRAYSHAW	0457 666 496	BOKERUP 2
LT	JIM ROBERTS	0427 566 204	BOKERUP 3
SECRETARY	JENNY QUICK	9856 6243	

CRANBROOK CENTRAL #6167

Secretary:

RMB 277, CRANBROOK WA 6321

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	KEITH WILSON	0428 261 115 / 9826 1115	CENTRAL 1
FCO / LT	SAM LEHMANN	9826 1143	CENTRAL 2
LT	JAMIE CLIMIE	9826 1229	CENTRAL 3
LT	MICHAEL WALSH	9826 1030	CENTRAL 4
SECRETARY	ANDREW CLAPIN	9826 1176	

CRANBROOK EAST #6168

Secretary:

PO BOX 75, CRANBROOK WA 6321

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	HARLEY SMITH	0427 258 237 / 9825 8233	BALICUP 1
FCO / LT	FRED FIEGERT	9826 1180	BALICUP 2
FCO / LT	PHIL HORROCKS	9826 1179	BALICUP 3
SECRETARY	HARLEY SMITH	9825 8233	

CRANBROOK TOWN #6169

Secretary:

PO BOX 76, CRANBROOK WA 6321

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	JOE DUINA	0417 905 055 / 9826 1008	CRANBROOK TOWN
LT	HOWARD MACKAY	0428 116 990	
LT	DAMOND BRIGGS	0437 868 915	
SECRETARY	SUSAN PALIN	0438 948 727	

FRANKLAND RIVER #6238

Brigade:

C/-POST OFFICE, FRANKLAND WA 6396

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	PETER ETTRIDGE	0458 552 271	FRANKLAND 1
LT	KELVIN WARREN	0400 624 983	FRANKLAND 2
FCO / LT	DARCY CLODE	0437 554 247	FRANKLAND 3
SECRETARY	REBECCA ETTRIDGE	0429 960 097	

FRANKLAND RIVER TOWN #6437

Brigade:

C/- POST OFFICE, FRANKLAND WA 6396

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	ANDREW MURRAY	0427 552 321	FRANKLAND TOWN 1
LT	DARCY CLODE	0437 554 247	
FCO	NATHAN WATERMAN	9855 2288	
SEC	REBECCA ETTRIDGE	0429 960 097	

GORDON #6263

Secretary:

2768 YERIMINUP ROAD, CRANBROOK WA 6321

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	ALVARO ALVEREZ DE TOLEDO	0427 715 353 / 9826 7075	GORDON 1
LT	JON EGERTON-WARBURTON	9826 7027	GORDON 2
LT / FCO	GRANT EGERTON-WARBURTON	0427 267 021 / 9826 7063	GORDON 3
SECRETARY	TONY WARHAM	0427 985 676	

KYBELLUP #6367

Secretary:

1202 CRANBROOK / FRANKLAND ROAD, FRANKLAND WA 6396

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	SIMON HILDER	0427 888 379 / 9855 2385	KYBELLUP 1
FCO / LT	KIERON HAYNES	0438 552 360 / 9855 2360	KYBELLUP 2
FCO / LT	RUSSELL HILDER	0427 552 279 / 9855 2272	KYBELLUP 4
LT	ROSS JACKSON	0429 482 358 / 9855 2251	KYBELLUP 3
SECRETARY	PETER BEECH	0428 552 276	

NUNIJUP #6496

Secretary:

1251 MARTAGALLUP RD, TENTERDEN WA 6322

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	MARK BUNKER	0429 405 945 / 9852 4066	NUNIJUP 1
FCO / LT	STEPHEN SQUIRE	0427 136 115 / 9852 4021	NUNIJUP 2
FCO / LT	LINDSAY WATTERSON	0427 524 007 / 9852 4062	NUNIJUP 3
FCO / LT	BRUCE PARSONS	0427 180 601 / 9852 4053	
SECRETARY	JARROD BEECH	0419 914 546	

TENTERDEN #6606

Secretary:

RMB 485, TENTERDEN WA 6322

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	KEN GIBSON	0427 417 408 / 9851 7242	TENTERDEN 1
FCO / LT	CHRIS TOMLINSON	0428 751 100 / 9851 7112	TENTERDEN 2
FCO / LT	JASON WATTERSON	0439 976 989	TENTERDEN 3
FCO	GREG MENGLER	0428 910 914	
SECRETARY	MARK JEFFERIES	0428 517 103	

TUNNEY #6624

Secretary:

RMB 321, CRANBROOK WA 6321

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	GRAEME MARSHALL	0407 261 005 / 9826 1005	TUNNEY 1
FCO / LT	JOEL TREEBY	0429 448 756	TUNNEY 2
FCO / LT	SEAN MORGAN	0427 343 066	TUNNEY 3
FCO / LT	IAN LAWRENCE	0427 343 048	TUNNEY 4
SEC	NATHAN WALDRON	0429 343 007	

WOOLONGA #6685

Secretary:

RMB 202, CRANBROOK WA 6321

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	NEIL PRESTON	0427 268 062	WOOLONGA 1
FCO / LT	COLIN FORD	0439 464 280	WOOLONGA 2
RADIO OP	JACOB SMITH	0429 551 369	WOOLONGA 3
SECRETARY	RHYS BONSHORE	0484 814 327	

SHIRE OF DENMARK #9041

WAERN: 173
VHF CH 38 COMMAND VHF CH 25 & 24

SHIRE OFFICE: PHONE NO: 9848 0300
 FAX NO: 9848 1985
 TARS: 9842 1237
 CALL SIGN: SHIRE BASE SELCALL 28480
 E-mail: enquiries@denmark.wa.gov.au

ADDRESS: 953 SOUTH COAST HIGHWAY / PO BOX 183
 DENMARK WA 6333

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
A/CEO	DAVID SCHOBER	9848 0300 0402 416 717	9848 1985	SHIRE BASE
CESM	SCOTT MEDHURST	9848 0330 0428 913 937	9848 1985	DENMARK CESM
SHIRE RANGERS	CHARMAINE SHELLEY DAVE LONIE EMMA HOLLIDAY	9848 0300 0488 909 650 0429 482 244 0458 853 029	9848 1985	RANGER 1 RANGER 2 RANGER 3
CBFCO	LEZ BAINES	9840 9847 0428 788 008		DENMARK CHIEF
DCBFCO 1 DCBFCO 2	BRYCE EDWARDS NIGEL MARSH	0408 956 133 0459 576 587		FIRE 2 FIRE 3
FWO	ADRIAN KRANENDONK	9848 1340	9848 1340	FIRE 3
BASE	MARIUS WAKKA	9840 9449		BELL ROAD BASE
AUST. BLUE GUM PLANTATIONS – Paul Ashton		9842 8581 (wk)	0429 920 252	
WA PLANTATION RESOURCES – Matt Giles		9771 7415(wk)	0407 426 732	

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY STATION	000 9848 0500	9848 0555	49 South Coast Hwy	Denmark Police
AMBULANCE	EMERGENCY	000 9848 1090	9848 1830	10 Price Street	Ambulance 1&2
DENMARK HOSPITAL	ALL HOURS	9848 0600	9848 0611	50 Scotsdale Rd.	
DBC&A OFFICE (P&W SERVICE)	DO WALPOLE NIKKI ROUSE	0417 939 607 9840 0400 0417 176 633	9840 1251	SOUTH COAST HWY WALPOLE	P&W WALPOLE
WESTERN POWER	STATEWIDE	131 351			
ALINTA GAS	STATEWIDE	131 352			
DENMARK SURF CLUB	GEORGE MUMFORD	0423 955 436			
WALPOLE VMRS	DUTY OFFICER	0427 770 232			VMR619
PEACEFUL BAY VMRS	DUTY OFFICER	0459 408 108 9840 8108	9840 8348	Old Peaceful Bay Rd Peaceful Bay	VMRS616

VOLUNTEER BUSHFIRE BRIGADES

CARMARTHEN #6127

Secretary:

117 OSBORNE ROAD, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	CRAIG HUGHES	0407 223 297	CARMARTHEN 1
1 ST LT	TIM SHALES	0427 922 125	CARMARTHEN 2
SECRETARY	IAN OSBORNE	0438 409 898 / 9840 9898	CARMARTHEN 4

EAST DENMARK #6715

Brigade:

PO BOX 654, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FOC/CAPT	WILLIAM MILLER	0467 648 421	EAST DENMARK 1
1 ST LT	PATRICK McCONIGLEY	0456 496 680	EAST DENMARK 3
2 ND LT	MICHAEL COOPER	0439 989 564	EAST DENMARK 4
3 RD LT	CHRIS HOARE	0447 482 773	EAST DENMARK 5
BASE	SARAH JINDRICH	0402 483 773	E DENMARK BASE
SECRETARY	SUE HOARE	0407 423 893 / 9848 2244	

HAREWOOD #6276

Brigade:

RMB 792, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO/CAPT	MIKE HILLS	0417 097 199 / 9840 9152	HAREWOOD 1
1 ST LT	GRAEME THALLON	0429 629 222 / 9840 9246	HAREWOOD 2
BASE	WARREN BULL	9840 9239	HAREWOOD BASE
SECRETARY	ANNE WINCH	9840 9071	

HAZELVALE / TINGLEDALE #6612

Brigade :

C/O BOW BRIDGE POST OFFICE, WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO (Hazelvale)	ALEX WILLIAMS	0417 188 843 / 9840 8626	HAZELVALE 1
CAPT /FCO (Tingledale)	BRIAN VIGUS	0427 408 053 / 9840 8053	TINGLEDALE 1
1 ST LT	MARK EDMONDS	0408 401 179 / 9840 8706	
SECRETARY	VIVIENNE WILLIAMS	0403 508 075 / 9840 8726	

KORDABUP #6353

Brigade:

PO BOX 1105, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	CRAIG LILLEY	0417 746 848	KORDABUP 1
1 ST LT	BRUCE PRINGLE	9840 9274	KORDABUP 2
2 ND LT	TOM CYSTER	9840 9273	KORDABUP 3
SECRETARY	YVONNE BRUCE SANDRA HUDSON	0428 833 668 / 9840 8403 0429 483 766 / 9840 8889	KORDABUP SUPPORT

OWINGUP #6857

Brigade:

PO BOX 1105, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	BRYCE EDWARDS	0427 711 408 / 9840 8784	OWINGUP 1
1 ST LT	ANDREW RICHARDSON	9840 8017	OWINGUP 2
2 ND LT	DON BROOKS	0408 093 496	OWINGUP 3
SECRETARY	YVONNE BRUCE SANDRA HUDSON	0428 833 668 / 9840 8403 0429 483 766 / 9840 8889	KORDABUP SUPPORT

MEHNIUP #6611

Secretary:

PO Box 457, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT	PAUL MONCRIEFF	0413 117 192	MEHNIUP 1
1 ST LT	STEVE MAY	0476 605 236	
2 ND LT	STEVE SELBY	0427 408 252	
SECRETARY	GAIL GUTHRIE	0427 689 028	

MT LINDESAY #6441

Secretary:

PO BOX 741, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	MURRAY BROOKER	0429 094 136 / 9840 9424	MT LINDESAY 1
1 ST LT	NIGEL MARSH	0459 576 587 / 9840 9846	MT LINDESAY 2
BASE	PAULINE McHENRY	9840 9203	MT LINDESAY BASE
SECRETARY	WIM AMESZ	0422 333 311 / 9840 9209	

NORNALUP #6486

Brigade:

PO BOX 178, WALPOLE WA 6398

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT	LEE CUMMUSKEY	0429 784 924 / 9840 1019	NORNALUP 1
FCO	NEVILLE BRASS	0429 401 144 / 9840 1144	NORNALUP 2
1 ST LT	LLOYD BURNSIDE	9840 1119	NORNALUP 3
2 ND LT	DAVE GUTHRIE	0429 689 028 / 9840 1172	NORNALUP 4
3 RD LT	GLENN MacLACHLAN	9840 1948	
SECRETARY	DALLAS PARKES	9840 1373	

OCEAN BEACH #6501

Secretary:

PO BOX 113, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	HANK ALBERTS		OCEAN BEACH 1
1 ST LT	JOE BAKER		OCEAN BEACH 3
2 ND LT	JOHN BALDE	0401 018 469 / 9848 3905	OCEAN BEACH 4
SECRETARY	KAREN CUSSONS	0418 927 045	OCEAN BEACH BASE

PARRYVILLE #6513

Secretary:

2796 SOUTH COAST HWY, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	KEVIN HARD	0428 742 532 / 9840 9336	PARRYVILLE 1
1 ST LT	BRENDAN LAING	0427 535 570 / 9840 9221	PARRYVILLE 2
2 ND LT	FRANCIS AMESS	0447 714 977 / 9840 9299	PARRYVILLE 3
SECRETARY	ROB SEMINARA	9840 9067	PARRYVILLE 2

PEACEFUL BAY #6514

Secretary:

LOT 5 WILLIAMS RD, PEACEFUL BAY WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	TREVOR BROWN	0428 343 021 / 9840 8362	PEACEFUL BAY 1
1 ST LT	MICHAEL THORPE	0428 408 070	PEACEFUL BAY 2
SECRETARY	ROXANNE HAWKES	0408 950 127	

SHADFORTH/SCOTSDALE #6573

Secretary:

PO BOX 1049, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO Shadforth	CARL WESLEY	0417 911 087 / 9848 3404	MT SHADFORTH 1
FCO Scotsdale	SID MARSHALL	9840 9019	SCOTSDALE 1
1 ST LT	WAYNE KRANENDONK	0437 889 017 / 9848 1340	MT SHADFORTH 2
SEC/ TRES	MICHAEL PERRY	0407 991 850	
BASE	KAY KRANENDONK	042 481 340 / 9848 1340	SHADFORTH BASE

SOMERSET HILL #6583

Brigade:

PO BOX 108, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	CALLUM BAXTER	0409 446 993 / 9840 9553	SOMERSET HILL 1
CAPT	ROGER SEENEY	0428 409 036 / 9840 9036	SOMERSET HILL 2
1 ST LT	DAVID NUNN	0437 927 778 / 9840 9693	SOMERSET HILL 3
2 ND LT	STUART ROBERTSON		SOMERSET HILL 4
BASE	FIONA / RICHARD STANLEY	0458 470 091 / 9840 9896	SOMERSET HILL BASE
SECRETARY	JENNIE CARY	0407 861 397 / 9840 9693	

WILLIAM BAY #6673

Secretary:

1980 SOUTH COAST HWY, DENMARK WA 6333

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO/CAPT	SIMON COPPOCK	0488 971 145 / 9840 9408	WILLIAM BAY 1
1 ST LT	KIM GREENHAM	9848 2428	WILLIAM BAY 3
2 ND LT	DWAYNE PEPPING	0428 820 660	WILLIAM BAY 2
SECRETARY	JAN AXE	0417 436 275	

DENMARK STATE EMERGENCY SERVICE**#4922**

Postal: PO Box 261, Denmark WA 6333

Site: Zimmerman Street, Denmark

Contacts: Ph: 9848 1899

CONTACT INFORMATION

POSITION	NAME	CONTACT
DUTY PHONE		0429 926 715
LOCAL MANGER	TRACEY ALLISON	Mobile: 0400 271 994
DEPUTY MANAGER	JAMES ANDERSON	Mobile: 0427 576 210

EQUIPMENT & RESOURCE LIST

VEHICLES	4WD TOYOTA LAND CRUISER
EQUIPMENT	GENERAL RESCUE TRAILER DEDICATED OPERATIONS CENTRE

DENMARK TOWN BRIGADE & VOLUNTEER FIRE & RESCUE SERVICE

#6198
#113

Postal: PO Box 129, Denmark WA 6333
 Site: Peace Street, Denmark Shed: 2 Hollings Road, Denmark
 Contacts: Ph: 9848 1809 Fax: 9848 2681
 Email: denmarkvfrs@bigpond.com VHF: 99/364 Call Sign: Town Base

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CALL SIGN	CONTACT PHONE	APPLIANCES
FCO/CAPT	LEE SHELLEY	FRS 1	0416 476 933 / 9848 0300	UT58 3.4
FCO / LT	PAUL HARBRON	FRS 2	0438 916 093	LT363
APPARATUS OFFICER	PETER HEDDERMAN	FRS 3	0427 984 371	
SECRETARY	KATE RUSSELL		0417 194 406	

DENMARK VOLUNTEER MARINE RESCUE SERVICE

#4831

Postal: PO Box 55, Denmark WA 6333
 Site: Ocean Beach, Denmark
 Contacts: Ph: 9848 3899 Email: DSRG_vmr613@westnet.com.au
 Call Sign: Denmark Rescue 1. Radio Station: VMRS613

POSITION	NAME	CONTACT
DUTY PHONE	Derek Stone (Call Outs / Sec)	0433 651 085
COMMANDER	RUSSELL CARTER	0409 466 490
VICE COMMANDER	TRENT MOORE	0448 415 138

EQUIPMENT & RESOURCE LIST

VEHICLES	Naiad Rescue vessel Deutz Fahr Tractor with bucket
EQUIPMENT	Limited Coast Radio Station

PEACEFUL BAY VOLUNTEER MARINE RESCUE SERVICE #4849

Postal: C/- Post Office, Peaceful Bay WA 6333
 Contacts: Ph: 0459 408 108 Email: pbsrg616@bigpond.com
 Call Sign: Radio Station:

POSITION	NAME	CONTACT
DUTY PHONE		0459 408 108
Commander	Brian Vigus	0417 188 158
Secretary	Roxanne Hawkes	0408 950 127

SHIRE OF ESPERANCE

#9049

SHIRE OFFICE: PHONE NO: (08) 9071 0666
 FAX NO: (08) 9071 0600
 E-mail: shire@esperance.wa.gov.au

ADDRESS: WINDICH STREET / PO BOX 507
 ESPERANCE WA 6450

REPEATER LOCATION	MID BAND OLD TAIT	HIGH BAND NEW TAIT
Mt Burdett	35	270
Howick Hill	27	216
Cascade	41	154
Salmon Gums	30	314
6 Mile Hill	-	187
Munglingup (Shire of Ravensthorpe)	29	281

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
A/CEO	SHANE BURGE ceo@esperance.wa.gov.au	0407 018 027	9071 0600	
MANAGER COMMUNITY SUPPORT	MEL AMMON	9071 0666	9071 0600	
CESC	KAREN NAYLOR	6002 8003 0418 954 051	9071 0600	SHIRE BASE
SHIRE RANGERS		0408 590 674	9083 1533	MOBILE 10
CBFCO	ASHLEY STEWART	9076 7055 0428 845 313		BURDETTE BASE
DCBFCO	PHIL LONGMIRE	9078 7054 0429 787 055		BEAUMONT 1
DCBFCO	WILL CARMODY	9079 2017	0427 792 017	CASCADE 2
URBAN RURAL DCBFCO	PETER ROWE	9071 6471 0408 373 207		

EMERGENCY SERVICES IN SHIRE:

SERVICE	NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY	000			
AMBULANCE	EMERGENCY	000			
DBC&A OFFICE (P&W SERVICE)	ESPERANCE	9083 2100	9071 3657	DEMPSTER ST	P&W ESPERANCE
Brookfield Rail		9274 9757			
Horizon Power 132351		9072 3408 0447 997 669			
Water Corp		9071 0933 0417 980 861			
TW Power Services (Gas)		9072 1422			

VOLUNTEER BUSHFIRE BRIGADES

CASCADE #6131

Secretary:

C/- PO BOX 141, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN/FCO	WILL CARMODY	0427 792 017 / 9079 2017	CASCADE BASE CASCADE 2
FCO /Sec/Tres	TOM CARMODY	0427 792 055 / 9079 2140	
LT	JASON VERMEERSCH	0428 786 069	
LT	JOHN CARMODY	0488 792 067	
LT	MARK WALTER	0427 951 417	

CONDINGUP #6149

Secretary:

PO BOX 558 ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	ADRIAN PERKS	0427 766 068 / 9076 6068	
LT	GEORGE HULM	0427 766 333 / 9076 6164	
LT	ROGER NANKIVELL	0427 766 068 / 9076 6068	
FCO	PHIL CHALMER	0427 766 092 / 9076 6092	
FCO	NICK RUDDENKLAU	0488 070 065	
FCO	EDDIE HERBERT	0438 642 201 / 9078 7007	
SECRETARY	DENISE BAXTER	0488 766 041 / 9076 6041	

COOMALBIDGUP #6155

Secretary:

RMB 9140, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT	STEVE LLOYD	0427 768 558	
LT	MARK SCOTT	0427 768 522	
FCO	KIRK JETZ	0427 786 020	
FCO	JOHN STEAD	0427 765 060	
SECRETARY	PETE PIGGOTT	0427 117 199	

DALYUP #6183

Secretary:

PO BOX 826, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	PETER LUBERDA	0427 720 626	DALYUP 1
FCO / LT (WEST COAST)	TOM MURRAY	9076 5027	
LT	JOHN SHARPE	9071 5033	DALYUP 2
LT	BARRY ROLLAND	9076 5028	
SEC / TREAS	WES GRAHAM	0427 992 793 / 9076 1214	

GIBSON #6244

Secretary:

GIBSON WA 6448

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	BLAKE HALFORD	0417 185 578 / 9075 4066	
FCO	WAYNE LEWIS	0428 754 033 / 9075 4031	GIBSON BASE/ GIBSON 1
FCO	PADDY BARBER	9075 4174	GIBSON 4
FCO	GLEN WILLIAMS	0428 753 060 / 9075 3060	
FCO	DAVID MILLS	0427 472 097 / 9075 4135	
LT / PRES	CODY GOVANS	0458 137 800 / 9075 4565	GIBSON 6
SECRETARY	DARRYL AUSTEN	0439 939 919 / 9075 4504	
FIRE PHONE			0467 544 754

HOWICK #6294

Secretary:

ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	SIMON SCHLINK	0427 750 081 / 9075 0083	HOWICK 1
LT	ANTHONY MCDONALD	0477 150 170	
LT	STEPHEN FOWLER	0429 917 569	
LT	ANDREW FOWLER	0428 750 047	
SEC / FCO	SIMON FOWLER	0428 750 012 / 9075 0010	

MT BEAUMONT #6439

Secretary:

C/- PO BOX 130, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	PHIL LONGMIRE	0429 787 055 / 9078 7054	BEAUMONT 6
FCO	MICHAEL YOUNG	9078 7036	BEAUMONT 7
FCO	LYNDON MICKEL	0427 766 029	
FCO	CRAIG INKSTER	9075 0057	
FCO	TOM BROWN	0428 766 088 / 9076 6088	
SECRETARY	MICHAEL BERTOLA	0437 612 315 / 9078 7046	

MT MERIVALE #6438

Brigade:

PO BOX 1926, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	BRUCE KING	0418 759 016 / 9075 9018	
FCO	ANDREW MIDDLETON	0427 759 030 / 9075 9030	CAPE 1
LT	ANDREW HANN	9078 3012	CAPE 4
LT	WARREN ANDREWS	9075 9042	
SECRETARY	ROB JOHNSON	0458 759 071 / 9075 9015	

NERIDUP #6478

Secretary:

PO BOX 1207, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	ASHLEY REICHSTEIN	0427 767 020 / 9076 7020	NERIDUP 1
FCO / LT	DAVE COX	0429 008 638 / 9078 2053	NERIDUP 2
FCO / LT	SCOTT LAWRENCE	0409 782 068 / 9078 2068	NERIDUP 3
FCO / LT	JACOB GRAHAM	0439 924 391 / 9076 7023	NERIDUP 4
FCO / LT	MATTHEW GILMOUR	0427 318 639 / 9076 7042	NERIDUP 5
SECRETARY			

PINK LAKE #6529

Brigade:

PO BOX 976, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	NIGEL RATCLIFFE	0476 644 355	PINK LAKE 1
FCO	KYLE LAWRENCE	0417 782 060	
FCO	DENNIS HARTMAN	0427 368 844	
FCO	KEITH RYMER	0428 813 130	
SECRETARY	CINDEE HAGE	0417 196 271	
FIRE PHONE		0429 121 321	

QUARRY ROAD #6544

Brigade:

PO BOX 1927, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	RON CHAMBERS	0407 117 339 / 9071 4133	QUARRY RD 1
FCO	LAURIE PALMER	9071 4103	
FCO	JOHN DURDIN	0428 948 444 / 9076 1000	
FCO	IAN HARTLEY	0427 086 251	
SECRETARY	NARELLE DURDIN	0418 761 324	
FIRE PHONE		0428 948 444	

SALMON GUMS #6568

Brigade:

PO BOX 34, SALMON GUMS WA 6445

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	RORY GRAHAM	0428 785 013 / 9078 5013	UHF 8
FCO / LT	PETER GUEST	0427 758 014 / 9075 8013	UHF 39
FCO /LT	ROSS DONEY	0428 785 118	
FCO /LT	MARK MCCREA	0429 698 196	
FCO	TERRY ANTONIO	0419 425 949	
FCO	PERRIN GUEST	0427 758 010	
SECRETARY	JASON ALLAN	9078 5024	

SCADDAN #6572

Secretary:

PO BOX 3, SCADDAN WA 6447

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	DAVE VANDENBERGHE	0427 786 049	SCADDAM 1
FCO	GREG RASZYK	9078 6063	
FCO	KENTYN WEHR	9076 7025	
SECRETARY	DAREN CURNOW	0428 756 066 / 9075 6066	

SIX MILE HILL #6581

Secretary:

PO BOX 2266, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	CRAIG SCOTT	0427 720 324	
FCO	PETER ROWE	0408 373 207	
LT	SEAN BRENNAN	0403 545 136	
LT	JONNY BRENNAN	0403 545 136	
SECRETARY	WAYNE APPLETON	0427 201 318	
FIRE PHONE		0429 101 295	

SOUTHERN MALLEE #6589

Secretary:

C/- PO BOX 15, GRASS PATCH WA 6446

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	MICHAEL IETTO	0428 757 011	
FCO	CHRIS HALLAM	0427 757 065 / 9075 7065	NORTH BASE OR CONTACT PHONE
FCO	IAN HESFORD	0427 757 080	
FCO	PAUL DEFRENNE	9078 6040	ROBERT 1
SEC / FCO	DAN SANDERSON	0427 786 044	

EMERGENCY SUPPORT UNIT (ICV) #6960

Unit:

C/- PO BOX 2441, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	CINDY SHARPE	0421 646 255	
SECRETARY	SARAH MORONEY	0449 549 672	
FIRE PHONE		0429 100 242	

ESPERANCE VOLUNTEER FIRE & RESCUE SERVICE**#141**

Postal: PO Box 6630, Esperance WA 6450
 Site: Brazier Street, Esperance
 Contacts: Ph: 9071 3911 Fax: 9071 5377
 Email: esperancevfrs@bigpond.com

VHF: 99/ 368

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CONTACT NUMBER	APPLIANCES
CAPTAIN	MICK ROSE	0429 001 750	CP 13
LIEUTENANT	RORY CLOSE	0409 941 665	LT 254
LIEUTENANT	GEOFF CLOSE	0409 110 283	LT 497
APPARATUS OFFICER	JOHN SULLIVAN	0438 912 381	RT 028
APPARATUS OFFICER	JASON McKENNA	0400 246 371	
SECRETARY	LONICA PARKER	0447 053 128	
TREASURER	AMELIA FITZGERALD	0409 380 408	

ESPERANCE STATE EMERGENCY SERVICE**#4925****ESPERANCE VOLUNTEER MARINE RESCUE SERVICE****#4834**

Postal: PO Box 1371, Esperance WA 6450
 Site: Brazier Street, Esperance
 Contacts: Ph: 9071 1697 Fax: 9071 5300
 Email: secretary@esperanceses.com.au
secretary@esperancevmr.com.au

CONTACT INFORMATION

POSITION	NAME	CONTACT
DUTY PHONE		0419 869 655
LOCAL MANAGER / COMMANDER	Glenn Churchland	0439 792 271 / 0439 906 291
DEPUTY MANAGER (SES)		
V/ COMMANDER (VMRS)	David Dodge	0427 448 935

EQUIPMENT & RESOURCE LIST

SES VEHICLES	4WD TOYOTA LAND CRUISER (2X)
SES EQUIPMENT	STORM TRAILER CLIFF RESCUE TRAILER
VMR VEHICLE	ISUZU 4WD TRUCK WITH HIAB
VMR EQUIPMENT	8.5 NAIAD RESCUE VESSEL 12.5 NAIAD RESCUE VESSEL

SHIRE OF GNOWANGERUP

#9054

WAERN: 200

OLD MID BAND VHF CH: 39 COMMAND VHF CH 1

SHIRE OFFICE: PHONE NO: (08) 9827 1007
 FAX NO: (08) 9827 1377
 TARA NO:(08) 9842 1237
 SELCALL: 39180
 E-mail: gnpshire@gnowangerup.wa.gov.au

ADDRESS: 28 YOUGENUP ROAD
 GNOWANGERUP 6335

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	BOB JARVIS bob.jarvis@gnowangerup.wa.gov.au	0428 982 710	9827 1377	CEO
D/CEO	IAN GRAHAM ian.graham@gnowangerup.wa.gov.au	0499 009 829		
SHIRE PRESIDENT	FIONA GAZE crfgaze@gnowangerup.wa.gov.au	0428 273 526		
MANGER OF WORKS	YVETTE WHEATCROFT	9827 1007 0439 791 925	9827 1377	SHIRE 3
CESM	KEVIN BRANSBY Kevin.bransby@dfes.wa.gov.au	0499 899 189	9827 1377	GNOWANGERUP CESM
CBFCO	DARREN BAUM	0427 471 015		FIRE CHIEF
DCBFCO	JEREMY BAILEY	0427 824 739		DEPUTY 1
DCBFCO	BILL O'KEEFE	0428 273 522		DEPUTY 2
COMMS	WAYNE DAVIS	9827 6018	0427 603 113	BORDEN 1
BASE RADIO	JOHN CAMPBELL	9828 9067	0428 289 007	BORDEN 10
FWO	OWEN GAZE		0428 273 523	BORDEN 4

REPORT ALL FIRES TO BASE OPERATOR

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY	000			
AMBULANCE	EMERGENCY	000		GNOWANGERUP DEPOT	
DBC&A OFFICE (P&W SERVICE)	DUTY OFFICER	9842 4500	9841 7105 9842 4551 ops	120 ALBANY HWY	P&W ALBANY
MANAGER RAIL SERVICES WA	ROB RANDELL	6274 4442 0418 186 696		12 AITKEN WAY KEWDALE 6105	
WESTERN POWER	STATEWIDE	131 351			
ALINTA GAS	STATEWIDE	131 352			

VOLUNTEER BUSHFIRE BRIGADES

BORDEN #6071

Secretary:

C/- POST OFFICE, BORDEN WA 6338

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	WAYNE DAVIS	0427 603 113 / 9827 6060	BORDEN 1
FCO	OWEN GAZE	0428 273 523 / 9827 3523	BORDEN 4
FCO	JEREMY HITSERT	0428 276 043 / 9827 6044	BORDEN 5
FCO	JASON STONE	0427 998 398 / 9828 1144	BORDEN 6
FCO	CHRIS STONE	0427 281 018 / 9828 1018	BORDEN 7
FCO	TIM O'MEEHAN	0428 279 296 / 9827 9296	BORDEN 9
FCO	PIET VAN ZYL	0498 339 925	BORDEN 11

GNOWANGERUP #6256

Brigade:

PO BOX 124, GNOWANGERUP WA 6335

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	PAUL NICHOLAS	0438 225 786 / 9827 1594	GNOWANGERUP 1
FCO	SHANE KINGSTON	0429 101 706 / 9827 1490	GNOWANGERUP 11
FCO	WAYNE PECH	0428 428 124 / 9827 1035	GNOWANGERUP 7
FCO	SCOTT HEMLEY	0428 436 539 / 9828 5036	GNOWANGERUP 6
FCO	BRAD KIDDLE	0428 271 353 / 9827 1880	GNOWANGERUP 5

ONGERUP #6506

Secretary:

PO BOX 74, ONGERUP WA 6336

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT/FCO	ERNIE JAEKEL	0427 282 121 / 9828 2121	ONGERUP 1
FCO	GREG HYDE	0428 353 047 / 9835 3047	ONGERUP 2
FCO	JOHN HARDING	0428 282 173 / 9828 2173	ONGERUP 3
FCO	MICK CREAGH	0427 621 044	ONGERUP 4
FCO	GERALD SLEE	0428 282 013	ONGERUP 5
FCO	RICK CARPENTER	0428 544 970	ONGERUP 6

GNOWANGERUP STATE EMERGENCY SERVICES

#4930

Postal: PO Box 311, Gnowangerup WA 6335
 Site: Cnr Bell & Hams Street, Gnowangerup
 Contacts: Ph: 9827 1130 Fax: 9827 1061
 Email: gnowangerup_ses@hotmail.com.au

CONTACT INFORMATION

POSITION	NAME	CONTACT
DUTY PHONE		0429 117 136
LOCAL MANAGER	LESLIE NAYDA	Mobile: 0447 271 753
DEPUTY MANAGER		

EQUIPMENT & RESOURCE LIST

VEHICLES	4WD TOYOTA TROOP CARRIER
EQUIPMENT	GENERAL RESCUE / STORM TRAILER ROAD ACCIDENT RESCUE TRUCK DEDICATED OPERATIONS CENTRE

SHIRE OF JERRAMUNGUP #9061

REPEATER LOCATION	HIGH BAND DFES COMMAND	HIGH BAND BFB CHANNELS	SES UHF CHANNEL
Bremer Bay	120	121	236
Jacup		222	

SHIRE OFFICE: **PHONE NO:** (08) 9835 1022
FAX NO: (08) 9835 1161
TARA NO: (08) 9842 1237
CALL SIGN: SHIRE BASE / VICTOR KILO WHISKEY
E-mail: council@jerramungup.wa.gov.au

ADDRESS: VASEY STREET / PO BOX 92
JERRAMUNGUP WA 6337

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	MARTIN CUTHBERT ceo@jerramungup.wa.gov.au v.au	9835 1022 0499 351 033	9835 1161	SHIRE 1
DEPUTY CEO	CHARMAINE SOLOMON	9835 1022 0429 351 025	9835 1161	
CESM JERRAMUNGUP/RAVENSTHORPE	ASHLEY PECZKA JERRAMUNGUP RAVENSTHORPE	0438 498 221 9835 1022 9839 0000	9835 1161	JERRY CESM
WORKS MANAGER	MURRAY FLETT	9835 1022 0400 219 073	9835 1161	SHIRE 2
SHIRE RANGER JERRAMUNGUP/BREMER BAY	MICHAEL MCMANUS	9835 1022 0427 351 022	9835 1161	SHIRE RANGER
CBFCO / FWO	DAVID EDWARDS	9835 1424 0429 100 007		JERRY CHIEF
DCBFCO	ALEX JONES	9836 1034 0429 361 034	9836 1074	GAIRDNER 4
DCBFCO	PAUL HISLOP	0427 354 037		JERRY 2

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY OIC JERRAMUNGUP	000 9835 0222			
AMBULANCE	EMERGENCY	000			
DBC&A OFFICE (P&W SERVICE)	DUTY OFFICER	9842 4500	9841 7105 9842 4551 OPS	120 ALBANY HWY ALBANY	PARKS ALBANY
HEALTH CENTRE	BREMER BAY JERRAMUNGUP	9837 4026 9835 1004		JOHN ST, B/BAY KOKODA RD, JMP	
MAIN ROADS	ALBANY OFFICE	9892 0555 138 138		KELLY STREET	
WATER CORP	ANTHONY BODYCOAT	9842 4272		KELLY STREET	
WESTERN POWER	STATEWIDE GS COORDINATOR	131 351 0429 595 820	9841 0810		

VOLUNTEER BUSHFIRE BRIGADES

BOXWOOD #6079

Secretary:

5408 BORDEN-BREMER RD VIA BORDEN WA 6338

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	ANTHONY THOMAS	0429 366 021 / 9836 6021	BOXWOOD 1
FCO	STUART HOCKING	0438 287 280 / 9828 7000	BOXWOOD 2
FCO	JARROD KING	0427 812 242	BOXWOOD 3
FCO	MICHAEL CAMPBELL	0428 366 044	BOXWOOD 4
SECRETARY	ROB WRIGHT	0427 718 881	

GAIRDNER #6240

Secretary:

32862 SOUTH COAST HWY GAIRDNER WA 6337

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	BRAD SHELTON	0457 679 413 / 9836 6053	GAIRDNER 1
FCO / FWO	CRAIG HALL	0427 085 011 / 9836 6053	GAIRDNER 2
FCO	BRUCE HILL	0447 140 079 / 9837 1025	GAIRDNER 3
FCO	ALEX JONES	0429 361 034 / 9836 1034	GAIRDNER 4
FCO	DANIEL SMART	0427 366 058	GAIRDNER 5
SECRETARY	BRETT PLANE	0409 481 623	

JACUP #6306

Secretary:

PO BOX 110, JERRAMUNGUP WA 6337

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	TREVOR ROSS	0427 355 023 / 9835 5023	JACUP 1
FCO	MICHAEL LESTER	0429 374 268 / 9835 4082	JACUP 2
FCO	BRAD BAILEY	0427 291 078 / 9835 4012	JACUP 3
FCO	PETER WISEWOULD	0427 356 086 / 9835 6086	JACUP 4
FCO	MARK SPINKS	0428 354 065	JACUP 5
SECRETARY	KALAN BAILEY	0438 908 194 / 9835 5007	

NEEDILUP #6477

Secretary:

PO BOX 188, JERRAMUNGUP WA 6337

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	RON POCOCK	0429 353 005	NEEDILUP 1
FCO Dual Kent	CLINTON POCOCK	0400 746 523	NEEDILUP 2
FCO Dual Gnowangerup	NATHAN BROWN	0427 351 057	NEEDILUP 3
FCO	MARK TAPSCOTT	0427 352 030 / 9835 2015	NEEDILUP 4
SECRETARY	ERIN TAPSCOTT	0447 752 169 / 9835 2035	

BREMER BAY VOLUNTEER MARINE RESCUE SERVICE #4822

Site: 35 John Street, Bremer Bay WA 6338

Postal: 7 Mary Street, Bremer Bay WA 6338

Contacts: Ph: 9837 4171 Fax: 9837 4301

Email: info@bremerbaycrc.com

POSITION	NAME	CONTACT
DUTY PHONE		0429 374 171
COMMANDER	MICHAEL BATCHELOR	0427 284 024
V/ COMMANDER	ALLAN HILL	0427 374 062
SECRETARY / TREASURER	c/- BREMER CRC	9837 4171
RADIO	KEVIN BATTY	0428 910 422

BREMER BAY VOLUNTEER FIRE & EMERGENCY SERVICE #4607

Site: 35 John Street, Bremer Bay WA 6338
 Postal: AS ABOVE
 Contacts: Ph: 9837 4299 (unit) Fax: 9837 4272 Email: bbfesa@westnet.com.au

RANK	NAME	CONTACT PHONE	CALL SIGN	APPLIANCES
CAPTAIN	MICHAEL BATCHELOR	0427 284 024	BREMER 4	U135 LT387 XUT118 RCR TRUCK PC7
FCO / 1ST LT (FIRE)	PETER BUCKENARA	0429 371 003	BREMER 1	
FWO / FCO	WES THOMAS	0427 374 065 / 9837 4065	BREMER 2	
FCO	STACEY FRANCIS	0437 611 759	BREMER 3	
FCO	JOHN IFFLA	0427 374 298		
FCO (PERMITS ONLY)	BRYAN HUNTER	0427 083 979		
SECRETARY	c/- BREMER CRC	9837 4171		

JERRAMUNGUP VOLUNTEER FIRE & EMERGENCY SERVICE #4612

Site: Cnr Memorial & Kokoda Roads, JERRAMUNGUP WA 6337
 Postal: PO Box 148, JERRAMUNGUP WA 6337
 Contacts: Ph: 9835 1740 Fax: 9835 1745 Appl Mobile: 0428 351 299
 Email: jmpfesa@westnet.com.au

RANK	NAME	CONTACT PHONE	CALL SIGN	APPLIANCES
CAPT / LT (RCR)	JEREMY WISEWOULD	0428 351 171		UT101 LT513 RCR TRUCK
FCO / LT (FIRE)	ANTHONY ARMSTRONG	0427 651 561	JERRY 1	
1ST LT	SIWEL SOLOMON-MAERE	0457 124 370		
APPLIANCE	DARYN BENNETT MANDY SHAW	0439 558 837 0497 841 925		
SECRETARY	ANDREA FURNISS	0429 041 722		
TRAINING OFFICER	ALEX BENNETT	0457 635 698		

SHIRE OF KATANNING #9065

WAERN: 230

SHIRE OFFICE: PHONE NO: (08) 9821 9999
 FAX NO: (08) 9821 9998
 E-mail: admin@katanning.wa.gov.au

ADDRESS: 16-24 AUSTRAL TERRACE / PO BOX 130
 KATANNING WA 6317

PERSONNEL	NAME	MOBILE	A/HOURS	FAX	CALL SIGN
CEO	JULIAN MURPHY	9821 9999 0427 816 443		9821 9998	
CESM KATANNING, BROOMEHILL- TAMBELLUP & WOODANILLING	CINDY PEARCE	0417 071 567		9821 9998	LOWER GREAT SOUTHERN CESM
CBFCO	MATTHEW KERIN	0429 376 593	9821 2062		KATANNING 1
DCBFCO	NORM FLUGGE	0427 984 446	9822 1505		KATANNING 2
DCBFCO	GEOFF STADE	0428 211 551			KATANNING 3
CFWO	RICHARD MARSHALL	0429 904 130	9822 1522	9822 1566	BADGEBUP 4
DCFWO	BARRY KOWALD	0407 384 097	9821 1167		CARROLUP 3
DCFWO	TIM HARRIS	0428 580 678			

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS
POLICE	EMERGENCY	000		
AMBULANCE	EMERGENCY	000		
DBC&A OFFICE (P&W SERVICE)	DO NARROGIN	9881 9200	9881 1645	HOUGH ST NARROGIN
S.E.S.	EMERGENCY	132 500		
MANAGER RAIL SERVICES WA	ROB RANDELL	6274 4442 0418 186 696		12 AITKEN WAY KEWDALE 6105
WESTERN POWER	STATEWIDE	131351		
ALINTA GAS	STATEWIDE	131 352		

VOLUNTEER BUSHFIRE BRIGADES

BADGEBUP #6993

Shire:

PO BOX 130, KATANNING WA 6317

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	TIM HARRIS	0428 580 678 / 9822 1501	BADGEBUP 2
D/FCO	NORMAN FLUGGE	0427 984 446 / 9822 1505	BADGEBUP 3
D/FCO	PETER CALDWELL	0428 235 006 / 9823 5016	BADGEBUP 1
D/FCO	TIM CLEGG	0427 771 938 / 9823 5151	BADGEBUP 5
CFWO	RICHARD MARSHALL	0429 904 130 / 9822 1522	BADGEBUP 4

CARROLUP #6955

Shire:

PO BOX 130, KATANNING WA 6317

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / CAPT	STEVE CONNING	0428 141 565 / 9821 0047	CARROLUP 2
FCO	GEOFF STADE	0428 211 551 / 9823 1533	KATANNING 3
FCO	MATTHEW KITCHENS	0427 967 960 / 9821 5336	CARROLUP 7
D/FCO	IAN COLEMAN	0429 955 778 / 9821 0013	CARROLUP 6
D/FCO	ALAN WILSON	0427 772 142 / 9821 1942	CARROLUP 4
D/FCO	CHRIS QUARTERMAINE	0427 214 553 / 9821 4937	CARROLUP 5
D/FCO	BEN KOWALD	0424 528 520	CARROLUP 8
DCFWO	BARRY KOWALD	0407 384 097 / 9821 1167	CORROLUP 3

KATANNING CENTRAL #6981

Shire:

PO BOX 130, KATANNING WA 6317

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	KIM KOWALD	0438 337 708 / 9821 2908	CENTRAL 1
D/FCO	ALISTAIR DUSTING	0417 185 147	CENTRAL 2

MERRIBIN #6408

Shire:

PO BOX 130, KATANNING WA 6317

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO/ CAPT	GREG GARLICK	0428 211 851 / 9821 1851	MERREBIN 1
FCO	IAN KNAPP	0427 215 635	MERREBIN 3
FCO	MARK SULLIVAN	0427 227 094	MERREBIN 2
D/FCO	MATHEW KERIN	0429 376 593 / 9821 2062	MERREBIN 5
D/CFWO	JEFF BAXTER	0428 528 840 / 9821 4414	MERREBIN 4

KATANNING VOLUNTEER FIRE & RESCUE SERVICE

#121

Postal: PO Box 177, Katanning WA 6317

Site: Lot 63 Aberdeen Street, Katanning

Contacts: Ph: 9821 2785 Fax: 9821 2785

Email: katanningvfrs@bigpond.com

VHF: 99 / 368

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CONTACT PHONE	APPLIANCES
CAPTAIN	CHRIS BROOKS	0409 873 797	HSR 026 0427 429 151 LT498
LIEUTENANT	STEPHEN BROOKS	0408 760 486	
APPARATUS	FIN LEACH	0427 684 783	
SECRETARY	JOANNA STEEL	0459 548 223	

SHIRE OF KOJONUP #9068

WAERN: 234
OLD MID BAND VHF CH:41

SHIRE OFFICE: PHONE NO: (08) 9831 2400
 FAX NO: (08) 9831 1566
 WORKS DEPOT: (08) 9831 2900
 E-mail: council@kojonup.wa.gov.au

ADDRESS: 93-95 ALBANY HIGHWAY / PO BOX 163
 KOJONUP WA 6395

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	RICK MITCHELL-COLLINS <u>ceo@kojonup.wa.gov.au</u>	9831 2400 / 0419 903 363	9831 1566	
CESM	KEVIN BRANSBY <u>Kevin.bransby@dfes.wa.gov.au</u>	0499 899 189		KOJONUP CESM
CBFCO	TONY FISHER	9831 1504/ 0428 311 504	9831 1845	ZULU 1
DCBFCO	ROGER HOUSE	9832 1031 / 0428 148 545	9832 1045	ZULU 2
SBFCO	ROSS FRYER-SMITH	9834 2202 / 0429 342 202		ZULU 3
SBFCO	MYLES REID	0409 523 008		ZULU 4
BFB SECRETARY	DENISE BERRYMAN	9832 1041	9832 1041	MIKE 4

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE LOCAL STATION	EMERGENCY	000 9831 2555	9831 1652	125 ALBANY HWY KOJONUP	
AMBULANCE	EMERGENCY	000			
DBC&A OFFICE -NARR (P&W SERVICE)	DUTY OFFICER NARROGIN	9881 9200	9881 1645		P&W NARR
DBC&A OFFICE - KAT (P&W SERVICE)	KATANNING	9821 1296	9821 2633	10 DORE ST. KATANNING	
KOJONUP BUSH FIRE EMERGENCY		9831 1580			
WESTERN POWER	STATEWIDE	131 351			
ALINTA GAS	STATEWIDE	131 352			

VOLUNTEER BUSHFIRE BRIGADES

BOILUP #6063

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	BEN JOHNSTON	0429 328 032 / 9832 8015	BRAVO 1
LT	BEVAN BIGNELL	0427 625 312	BRAVO 2
SECRETARY	SUE BAILYE	0429 322 311 / 9831 1547	

BOSCABEL #6074

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT/FCO	DOUG HARRISON	0447 983 280 / 9832 8009	BOSCABEL 1
LT	GLEN WOODHAMS	0427 328 005 / 9832 8074	BOSCABEL 2
LT	CRAIG IVEY	0428 720 065	BOSCABEL 3
LT	JOHN BENN	0409 116 950	BOSCABEL 4
SEC / TREAS	ANDREW GREENUP	0429 471 193 / 9832 8128	

CHANGERUP #6135

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	PAUL NORRISH	0428 919 609 / 9832 1017	CHARLIE 1
LT	IAN WATSON	0428 887 599 / 9833 1209	CHARLIE 2
LT	MURRAY MAGINI	0429 198 701 / 9863 1191	CHARLIE 3
SEC / TREAS	LOU MARINONI	9833 1207	

CHERRY TREE POOL #6136

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	ANDREW BUSHELL	0409 111 691 / 9821 0065	CTP 1
LT	DANIEL LADYMAN	0429 001 981 / 9821 0114	CTP 2
LT	OWEN BIGNELL	0429 311 383 / 9831 0333	CTP 3
LT	ANTHONY KOWALD	0427 210 074 / 9821 0074	CTP 4
SEC / TREAS	NEAL O'HALLORAN	0429 371 363 / 9831 1095	

JINGALUP #6318

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	BAYDEN REID	0409 570 219 / 9833 6353	JINGALUP 1
LT	MATT WEBB	0488 336 287 / 9833 6353	JINGALUP 2
LT	WILL OWEN	0429 098 032	JINGALUP 3
SECRETARY	SALLY ROBINSON	0427 336 292 / 9833 629	

KOJONUP #6345

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	GAVIN NORRISH	0429 311 467 / 9831 1467	KEELO 1
LT	GRAHAM McILREE	0427 384 429 / 9831 0570	KEELO 2
LT	ROBERT WATSON	0407 141 260 / 9832 8043	KEELO 3
SEC / TREAS	GEORGE BAILYE	9831 1322	

LUMEAH #6389

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	JAMES HEGGATON	0419 711 203	LEEMA 1
LT	JEREMY BLAIR	0418 516 407	LEEMA 2
LT	JOHN O'HALLORAN	0409 683 078	LEEMA 3
SEC / TREAS	KIT ANDERSON	0488 343 030 / 9834 3030	

MOBRUP #6420

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	RAELENE PARKER	0427 246 871	MOBRUP 1
LT	ROB WARBURTON	0428 337 517	MOBRUP 2
LT	JUSTIN FLEAY	0427 270 338	MOBRUP 3
SECRETARY	NICKI STRETCH	0428 337 521 / 9833 7521	

MURADUP #6455

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	DAVID BROCKMAN	0429 105 390	MIKE 1
LT	BEN BLEWETT	0427 250 226	MIKE 2
FCO (TOWN)	BOB FRANCIS	0418 940 644 / 9832 1054	MIKE 3
SEC / TRES	DENISE BERRYMAN	9832 1041	MIKE 4

ORCHID VALLEY #6507

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	DANIEL SIMPSON	0427 525 345 / 9832 3051	ORCHID VALLEY 1
LT	COLIN EDNIE-BROWN	0429 323 071 / 9832 3071	ORCHID VALLEY 2
LT	TONY DAVIS	0427 231 891	ORCHID VALLEY 3
SECRETARY	WILLIAM HARVEY	0429 323 017 / 9832 3017	

QUALEUP #6542

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	TREVOR WOOD	0428 323 074 / 9832 3074	QUALEUP 1
LT	MARTY HALLET	0417 093 248 / 9832 3078	QUALEUP 2
LT	CLAYTON SIMCOCK	0429 724 246	QUALEUP 3
LT	SHANNON BINNS	0428 173 990 / 9833 2236	QUALEUP 4
SEC / TRES	JOHN BINNS	9833 2236	

RYANS BROOK #6567

Secretary:

53 Dorrington Road, MURADUP 6394

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO	STUART TOHL	0447 342 225 / 9834 2225	ROMEO 1
LT	TIM ZADOW	0448 773 996 / 9834 2226	ROMEO 2
LT	DUNCAN BURT	0427 685 378 / 9834 2283	ROMEO 3
SEC / TRES	CRAIG RADFORD	0428 342 213 / 9834 2211	

Postal: PO Box 129, Kojonup WA 6395
Site: Albany Highway, Kojonup
Contacts: Ph: 9831 1501 Fax: 9831 0247
Email: kojonupvfrs@bigpond.com VHF: 99 / 364

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CONTACT PHONE	APPLIANCES
CAPTAIN	MATTHEW CRABB	0417 542 328	HSR 34 (2.4)
LIEUTENANT	BRADLEY NAGTEGAAL	0409587693	0427 081 532
APPARATUS OFFICER	TRENT CLARKE	0400 107 984	LT 196
SECRETARY	TROY WILLIAMS	0429 989 333	0429 112 859 RT 67

SHIRE OF PLANTAGENET #9107

WAERN: WEST 312 & EAST 268

SHIRE OFFICE: PHONE NO: (08) 9892 1111
 FAX NO: (08) 9892 1100

ADDRESS: LOWOOD ROAD / PO BOX 48
 MT BARKER WA 6324

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	PAUL SHEEDY ceo@sop.wa.gov.au	9892 1111 0429 111 748	9892 1100	
EXECUTIVE MANAGER WORKS & SERVICES	DAVID LYNCH	9892 1139 0417 181 532	9892 1100	
CESM	MIKE BARNES	9892 1149 0447 091 159	9892 1100	SHIRE 1
RANGER	STEVE PLAYER	9892 1137 0419 042 237	9892 1100	SHIRE 2
CBFCO	NORM HANDASYDE	9857 6010 0417 945 773	9857 6073	FIRE CHIEF
DCBFCO	IAIN MACKIE	0427 511 350		MIDDLE WARD 1
DCBFCO	BRYCE SKINNER	9854 1080	0428 541 084	WOOGIE 5
FIRE WEATHER CHIEF	MARK WALLACE	0428 412 046		CHIEF WEATHER
BASE RADIO OPERATOR	ROGER RANDALL	0438 883 018		6TN BASE

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY OIC	000 9851 1122			
AMBULANCE	EMERGENCY	000			
DBC&A OFFICE (P&W SERVICE)	DUTY OFFICER	9842 4500	9841 7105 9842 4551 ops	120 ALBANY HWY	P&W ALBANY
WESTERN POWER	STATEWIDE	13 13 51			
WATER CORP	STATEWIDE	13 13 75			
ALINTA GAS	STATEWIDE	13 13 52			
MAIN ROADS	ANDREW DUFFIELD	9892 0555 0408 904 985	9841 8213		
PARDELUP PRISON FARM	DANNY O'HALLARAN (farm manager)	9851 3700 0417 988 240	9851 1740	PO BOX 56 MT BARKER	PARDELUP 3.4
WAPRES	RUSSELL WALTER	9777 2022			
APFL	DUTY OFFICER	9845 3777			
PF OLSEN/ NEW FORESTS	MAL PARKER	0417 983 962			
ABP	MURRAY ANNING	9842 8581			
FORREST PRODUCTS COMMISSION	DAVID GUILLE	9845 5630 0428 928 760			
APEC		9845 3800			

VOLUNTEER BUSHFIRE BRIGADES

DENBARKER #6197

Secretary: 378 THE SPRINGS ROAD, DENBARKER WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	TONY GRIFFITHS	0427 715 063	DENBARKER 1
v/CAPTAIN / FCO	SIMON GRYLLES	0417 907 544 / 9857 6068	DENBARKER 5
LIEUTENANT	GEOFF MATHER	0428 473 022 / 9857 6195	
LIEUTENANT	DAMIAN HAMILTON	0417 717 715	
LIEUTENANT 3	LUKE KERR	0409 316 320	
LIEUTENANT	TIM GRYLLES	0448 460 201	
TRAINING OFFICER	GEOFF MATHER	0428 473 022 / 9857 6195	
FCO	WARREN DRAGE	9857 6035	DENBARKER 2
FCO	NEVILLE LINDBERG	0400 109 840 / 9857 6051	DENBARKER 3
FCO	BRAD LYNCH	0428 969 883	
FCO	JOHN RODGERS	0488 933 194 / 9857 6018	DENBARKER 6
SEC/TREAS	JACQUI FREEMAN	0437 345 377	

FOREST HILL #6237

Secretary: MUIR HWY (BOYUP RD), FOREST HILL WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	CRAIG MOORE	0409 424 766 / 9851 1578	FOREST HILL 1
LIEUTENANT / FCO	MURRAY MCLEAN	0427 061 011 / 9856 1011	FOREST HILL 5
LIEUTENANT / FCO	LEN HANDASYDE	0417 097 699 / 9851 2259	FOREST HILL 7
FWO	BRAD MCLEAN	0437 881 945 / 9856 1011	
SECRETARY	KELLY TEMPLER	0409 950 644	
BASE RADIO OPERATOR	ROGER RANDALL	0438 883 018	6TN BASE
D/ BASE RADIO OPERATOR	VALERIE RANDALL	0438 883 019	

KENDENUP / MORTIGALLUP #6336

Secretary: C/- POST OFFICE, KENDENUP WA 6323

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	HEATHER WEARMOUTH	0409 881 865	KENDENUP 1
LIEUTENANT	JON OLDFIELD	0427 514 134 / 9851 4134	
LIEUTENANT	MATT NEWHAM	0439 995 465	
LIEUTENANT	MAURICE DRAPER	0409 547 748	
FIRE WEATHER OFFICER	BRENT WEARMOUTH	0427 774 443	
TRAINING OFFICER	HEATHER WEARMOUTH	0409 881 865	KENDENUP 1
FCO	DAVE BURCHAM	0459 514 091 / 9851 4091	KENDENUP 9
FCO	STEPHEN BEECH	0427 614 115 / 9851 4115	KENDENUP 7
FCO	ROBERT BAINES	0418 956 182 / 9851 4289	
FCO	ROD STAN-BISHOP	0428 514 035 / 9851 4035	KENDENUP 11
FCO	KEN FROST	0428 514 178 / 9851 4178	
FCO	PHILIP WEBB	0438 957 200 / 9851 4162	KENDENUP 6
SECRETARY	MATT NEWHAM	0439 995 465	
D/ BASE RADIO OPERATOR	JACQUI BURCHAM	0419 583 792 / 9851 4091	KENDENUP 10

MIDDLE WARD #6413

Secretary: PO BOX 15, MT BARKER WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	PAUL SPINKS	0437 828 758	MIDDLE WARD 10
v/ CAPTAIN / FCO	KIM STOTHARD	0418 557 995 / 9851 1792	MIDDLE WARD 11
v/ CAPTAIN / FCO	GREG SOUNNESS	0499 444 093	
LIEUTENANT	BEVAN LANG	0427 196 643	
TRAINING OFFICER	ANDREW MACKIE	0458 424 629	MIDDLE WARD 5
FCO	IAIN MACKIE	0427 511 350 / 9851 1350	MIDDLE WARD 1
SECRETARY	DANIEL MARTIN	0409 455 328	

NARPYN #6397

Secretary: 15 BANNISTER ROAD, MT BARKER WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	MICHAEL CAVE	0427 477 097 / 9851 4882	NARPYN 1
Lt / FCO / FWO	ROBERT WRIGHT	0409 611 534 / 9851 1883	NARPYN 2
LIEUTENANT / FCO	MARK WALLACE	0428 512 046 / 9851 1046	NARPYN 3
LIEUTENANT	MARCUS MCPHARLIN	0427 261 134 / 9851 1495	NARPYN 5
TRAINING OFFICER / SEC	WESLEY BECK	0417 476 806 / 9851 1932	NARPYN 7
FCO	KEVIN FORBES	0428 512 066 / 9851 2066	NARPYN 10
FCO	OWEN SOUNNESS	0427 170 645 / 9851 2292	NARPYN 9

NARRIKUP #6470

Secretary: 85 SETTLEMENT RD, NARRILUP WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO 1	CHRIS NORTON	0487 930 351 / 9853 2161	NARRIKUP 1
VICE CAPTAIN / FCO	DES GRAHAM	0428 323 034	NARRIKUP 10
LIEUTENANT / FCO	ROBERT SMITH	0456 703 491 / 9853 2050	
LIEUTENANT	STEWART SMITH	0407 197 717 / 9853 2050	
LIEUTENANT	DAVID FISHER	0409 101 139	
FCO	GRAEME FRUSHER	0407 053 073 / 9845 3073	NARRIKUP 9
FCO	WARREN FORBES	0427 532 057	
SECRETARY	ERIKA HENDERSON	0429 875 002 / 9853 2121	

PERILLUP #6520

Secretary: PO BOX 616 MT BARKER WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	DEAN TROTTER	0428 188 862 / 9856 1045	PERILLUP 1
LIEUTENAN / FCO	SYD ANNING	0427 561 028	PERILLUP 9
LIEUTENANT / FCO	ROBIN DITCHBURN	0428 560 948 / 9856 1014	PERILLUP 7
LIEUTENANT / FCO	TONY HENDERSON	0428 511 048	
FWO	KIERAN ALLISON	0427 156 716	PERILLIP 5
TRAINING OFFICER	KELI ALLISON	0474 797 395	
SECRETARY	MICHAEL WORKMAN	0419 917 512	PERRILUP 8

PORONGURUP #6536

Secretary:

PO BOX 311, MT BARKER WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	GEZ VERSLUIS	0408 929 831 / 9853 1015	PORONGURUP 1
VICE CAPTAIN / FCO	PAUL ADAMS	9853 1000	PORONGURUP 6
VICE CAPTAIN / FCO	DANIEL CORBAIN	0438 514 105	PORONGURUP 11
LEIUTENANT / FCO	WARREN THOMAS	0428 531 134 / 9853 1133	PORONGURUP 5
LEIUTENANT	SCOTT CLEMENTS	0427 384 761 / 9853 1021	PORONGURUP 13
FCO	JOHN RUSSELL	0428 531 097 / 9853 1097	PORONGURUP 7
SECRETARY	RODNEY SCOTT	0439 844 316	
D/ RADIO BASE OP	RON CAUDWELL	0429 681 924 / 9853 1262	PORONGURUP 9
D/ RADIO BASE OP	BECKY BARNES	0427 123 065	

PORONGURUP SOUTH #6537

Secretary:

856 MILLINUP ROAD, PORONGURUP 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	WAYNE MATTHEWS	0497 154 570 / 9853 2041	PORONGURUP STH 1
VICE CAPTAIN / FCO	JIM BAILY	0428 531 038 / 9853 1038	PORONGURUP STH 2
LEIUTENANT	GREG DORRELL	0418 945 284 / 9853 2111	
LEIUTENANT	ALLAN REES	0418 906 202	
LEIUTENANT	JAMIE STAN-BISHOP	0417 930 661	
FCO	RICHARD STAN-BISHOP	0427 532 063 / 9853 2067	PORONGURUP STH 5
FCO	JEFF SCHNEIDER	0419 957 084 / 9853 2013	PORONGURUP STH 6
SECRETARY	CASS PORTER	0419 957 084 / 9853 2013	

ROCKY GULLY #6558

Secretary:

PO BOX 25, ROCKY GULLY WA 6397

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	MURRAY WILLS	0408 952 553 / 9855 1590	ROCKY GULLY 1
LEIUTENANT / FCO	IAN HIGGINS	0417 122 017 / 9855 1558	ROCKY GULLY 2
LEIUTENANT / FCO	ANDY SIMMONS	0428 551 548 / 9855 1548	ROCKY GULLY 6
FWO	ROBIN HIGGINS	0427 707 014 / 9855 1525	ROCKY GULLY 4
SECRETARY	JODY HIGGINS	0427 399 045	

WOOGENELLUP #6684

Secretary:

718 ST JACK ROAD, WOOGENELLUP WA 6324

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN / FCO	STEPHEN ADAMS	0419 916 110	WOOGIE 1
LT EAST 1	ROSS PIEPER	0438 994 589 / 9854 2031	WOOGIE 3
LT EAST 2	KEN HUNT	0427 542 029 / 9854 2026	
LT WEST 1	MAL WILLIS	0428 541 018 / 9854 1018	
LT WEST 2	MARTIN WIEHL	0447 197 520	WOOGIE 8
LT CENTRAL 1	MARK ADAMS	0428 910 853 / 9854 1051	WOOGIE 6
LT CENTRAL 2	PETER LUSCOMBE	0427 541 015 / 9854 1065	
LT CENTRAL 3	MICHAEL COOPER	0419 900 107 / 9854 1037	
FCO	MARK ADAMS	0428 910 853 / 9854 1051	WOOGIE 6
FCO	NATHAN HUNT	0427 505 612 / 9854 2027	WOOGIE 2
FWO	NATHAN HUNT	0427 505 612 / 9854 2027	WOOGIE 2
SECRETARY	MARTIN WIEHL	0447 197 520 / 9854 1056	WOOGIE 8

MT BARKER VOLUNTEER FIRE & RESCUE SERVICE**#151**

Postal: PO Box 253, Mt Barker WA 6324
 Site: 576 Lowood Parade, Mt Barker
 Contacts: Ph: 9851 1774 Fax: 9851 2794
 Email: mountbarkervfrs@bigpond.com VHF: 99 / 365

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CONTACT NUMBER	CALL SIGN	APPLIANCES
CAPTAIN	JASON STASEV	0439 936 143	TOWN 1	UT-12 MT BARKER URBAN TANKER 0429 517 904
LIEUTENANT	RAYMOND DRAGE	0428 511 695	TOWN 2	
APPARATUS OFFICER	LUIS BENAVIDES	0487 506 505	TOWN 3	
TRAINING OFFICER	ADAM TAYLOR	0438 797 386	TOWN 4	
SECRETARY	JAMIE LAWN	0458 981 505	TOWN 6	LT-556 MT BARKER LIGHT TANKER 0429 995 766

MT BARKER STATE EMERGENCY SERVICE**#4952**

Postal: PO Box 312, Mt Barker WA 6324
 Site: 39 Ormond Road, Mt Barker
 Contacts: Ph: 9851 1128 Fax: 9851 1176
 Email: mtbarker.ses@gmail.com

CONTACT INFORMATION

POSITION	NAME	CONTACT
DUTY PHONE		0448 511 127
LOCAL MANAGER	KIRSTEN BEIDATSCH	Mobile: 0417 904 059
DEPUTY MANAGER	IAN FOOTE JEREMIAH PETERS	Mobile: 0447 009 287 Mobile: 0474 494 301

EQUIPMENT & RESOURCE LIST

VEHICLES	STORM/GENERAL RESCUE TRUCK 4X4
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SHIRE OF RAVENSTHORPE

#9110

REPEATER LOCATION	HIGH BAND DFES COMMAND	HIGH BAND BFB CHANNELS	SES UHF CHANNEL
Munglinup	280	281	
Ravensthorpe	303	304	231
Hopetoun	213	214	

SHIRE OFFICE: PHONE NO: (08) 9839 0000 FAX NO: (08) 9838 1282
 TARA NO: (08) 9842 1237
 E-mail: shire@ravensthorpe.wa.gov.au

ADDRESS: 65 MORGAN STREET / PO BOX 43, RAVENSTHORPE WA 6346

PERSONNEL	NAME	PHONE	FAX	CALL SIGN
CEO	GAVIN POLLOCK ceo@ravensthorpe.wa.gov.au	9839 0000 0427 381 098	9838 1282	
CESM JERRAMUNGUP/ RAVENSTHORPE	ASHLEY PECZKA RAVENSTHORPE JERRAMUNGUP	0438 498 221 9839 0000 9835 1022	9838 1282	RAVY CESM
DIRECTOR OF TECHNICAL SERVICES	GRAHAM STEEL	9839 0000 0439 918 713	9838 1282	SHIRE 1
SENIOR RANGER	MICHAELA PRITCHARD	9839 0000 0427 264 377	9838 1282	
AIRPORT REPORTING OFFICER / RANGER	BEAU SHEPHERD	9839 0000 0427 977 489	9838 1282	
CBFCO	ROD DAW AFSM	Fire Ph: 9838 1175 Mob: 0429 396 010 H: 9838 1204	Fire Fx: 9838 1178 H Fx: 9838 1254	6 GR (BASE) RAVY CHIEF (MOBILE)
DCBFCO	GAVIN GIBSON	9075 1062 0427 751 062		MUNGY 1
DCBFCO	BERNARD FETHERSTON-HAUGH	9075 1089 0427 751 089		MUNGY 2

EMERGENCY SERVICES IN SHIRE:

SERVICE	CONTACT NAME	PHONE	FAX	ADDRESS	CALL SIGN
POLICE	EMERGENCY OIC HOPETOUN OIC RAVENSTHORPE	000 9838 3724 9838 1004			
AMBULANCE	EMERGENCY	000			
DBC&A OFFICE (P&W SERVICE)	DUTY OFFICER	9842 4500	9841 7105 9842 4551 ops	120 ALBANY HWY	PARKS ALBANY
HOSPITAL		9838 2211	9838 2212	MARTIN ST	
MAIN ROADS	ALBANY OFFICE	9892 0555 138 138		KELLY STREET	
WATER CORP	ANTHONY BODYCOAT	9842 4272		KELLY STREET	
WESTERN POWER	STATEWIDE GS COORDINATOR	131 351 0429 595 820	9841 0810		
HORIZON POWER	STATEWIDE	13 23 51			

VOLUNTEER BUSHFIRE BRIGADES

BANDALUP #6475

Secretary: PO BOX 139, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	ANDREW DAW	0429 396 031 / 9838 1221	BANDALUP 1
FCO	DEVON BURTON	0408 144 117	BANDALUP 2
CBFCO/ SEC	ROD DAW	0429 396 010 / 9838 1204	RAVY CHIEF

COCANARUP #6498

Brigade: PO BOX 63, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	GARY WEBSTER	0427 381 114 / 9838 1727	COCANARUP 2
FCO	LUKE WEBSTER	0427 381 454 / 9838 1114	COCANARUP 1
LT	BERNIE BIDDULPH	0429 381 236	
SECRETARY	ANDY CHAPMAN	0428 383 498 / 9838 1149	

HOPETOUN RURAL #6291

Brigade: C/- POST OFFICE, HOPETOUN WA 6348

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	STOTT REDMAN	0429 351 475 / 9838 3210	HOPETOUN RURAL 1
FCO	MICHAEL HUGHES	0407 739 154	HOPETOUN RURAL 2
FCO (Permits Only)	ANDREW VENNING	0427 383 552	
SECRETARY	COURTNEY FOULDS	0423 819 270	

JERDACUTTUP #6655

Shire: PO BOX 43, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT/ FCO	PAUL BELL	0429 751 118 / 9075 1118	JERDY 1
FCO	DOUG BRAY	0429 396 026 / 9839 6026	JERDY 2
FCO	SIMON WILLIAMS	0429 380 076 / 9838 5076	JERDY 3
FCO	JAMES MOLLET	0429 396 035 / 9839 6035	JERDY 4
SECRETARY	CLINT ATHERTON	9838 5015	

MT SHORT #6453

Secretary: PO BOX 52, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT	GLENN BELLI	0428 381 128 / 9838 1128	
FCO	BRAD CLARKE	0427 381 082 / 9838 1082	MT SHORT 1
FCO	PETER BELLI	0427 381 122	MT SHORT 2
FCO/ SEC	RICHARD NORRISH	0427 507 561 / 9838 9092	MT SHORT 3

MUNGLINUP #6452

Secretary: RMB 7186, ESPERANCE WA 6450

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPTAIN	MARK RAWLINGS	0417 920 908 / 9075 1039	MUNGY CAPTAIN
DCBFCO Dual Esperance	GAVIN GIBSON	0427 751 062 / 9075 1062	MUNGY 1
DCBFCO Dual Esperance	BERNARD FETHERSTONHAUGH	0427 751 089 / 9075 1089	MUNGY 2
FCO Dual Esperance	ANDREW BOTT	0427 751 074 / 9075 1074	MUNGY 3
SECRETARY	MARK RAWLINGS	0417 920 908 / 9075 1039	

RAVENSTHORPE NORTH #6761

Secretary:

PO BOX 182, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT / FCO	REECE LAYCOCK	0438 838 084	NORTH RAVY 3
FCO	ANDREW CHAMBERS	0429 380 084 / 9838 0083	NORTH RAVY 1
FCO	MALCOLM TILBROOK	0428 389 010 / 9838 9010	NORTH RAVY 2
FCO	KYE CHAMBERS	0438 943 965 / 9838 0084	NORTH RAVY 4
FCO	CHAD TUCKETT	0429 109 591	NORTH RAVY 5
LT	JORDAN COOPER	0487 271 989	
SECRETARY	HELEN LAYCOCK	0427 980 070 / 9838 0070	

RAVENSTHORPE TOWN #6762

Secretary:

PO BOX 70, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
FCO / SEC	KEITH ROWE	0428 381 231 / 9838 1067	SES UHF 231

WEST RIVER #6763

Secretary:

RMB 6002, RAVENSTHORPE WA 6346

RANK	NAME	CONTACT PHONE	CALL SIGN
CAPT/ FCO	PETER KUIPER	0428 357 043 / 9835 7043	WEST RIVER 1
FCO/ LT	RICHARD NORRISH	0427 507 561 / 9838 9092	MT SHORT 3
FCO	DICK KUIPER	0428 357 041 / 9835 7041	WEST RIVER 3
FCO	RIAN DUNCAN	0428 324 400 / 9838 9032	WEST RIVER 4
FCO / SEC	BRETT KERSHAW	0427 356 053 / 9835 6052	WEST RIVER 2

RAVENSTHORPE VOLUNTEER FIRE & RESCUE SERVICE #165

Postal PO Box 15, Ravensthorpe WA 6346
 Street: Dunn Street, Ravensthorpe
 Contact: Ph: 9838 1101 Fax: 9838 1986
 Email: ravensthorpevfrs@bigpond.com VHF: 99/368

BRIGADE PERSONNEL INFORMATION:

RANK	NAME	CONTACT PHONE	APPLIANCES
CAPTAIN	GARY WEBSTER	0427 381 114 / 9838 1727	HSR22 LT363
LIEUTENANT	RUSSLAN ZUKS	0439 908 981	
APPARATUS OFFICER	TOM FARRELL-BARNES	0428 121 190	
SECRETARY	MICHAEL LLOYDE	0427 449 392 (p) 0429 380 081 (b) 9838 1241	

RAVENSTHORPE STATE EMERGENCY SERVICE**#4964**

Postal: PO Box 262, Ravensthorpe WA 6346
 Street: Morgan Street, Ravensthorpe
 Contacts: Ph: 9838 1132 Fax: 9838 1167
 Email: ravyses@westnet.com.au

POSITION	NAME	CONTACT
DUTY PHONE		0427 289 737
LOCAL MANAGER	KEITH ROWE	Home: 9838 1067 Mobile: 0428 381 231
DEPUTY MANAGER	PAUL CORY	Work: 0428 383 060

EQUIPMENT & RESOURCE LIST	
VEHICLES	4WD TOYOTA LAND CRUISER
EQUIPMENT	RAR TRAILER GENERAL TRAILER

HOPETOUN VOLUNTEER FIRE & EMERGENCY SERVICES**#4617**

Postal: PO Box 115, Hopetoun WA 6348
 Street: Veal Street, Hopetoun
 Email: hopetounVFES@outlook.com

RANK	NAME	CONTACT PHONE	APPLIANCES
UNIT PHONE		0447 602 044	
CAPTAIN	SCOTT LAWRY	0434 023 868	U111 LT514
1ST LIEUTENANT	PETER NANKERVIS	0491 065 025	
APPARATUS OFFICER	EDDIE ALLEN	0407 470 952	
TRAINING OFFICER	SCOTT NEWMAN	0417 718 154	
TREASURER	DARRYL QUINN	0428 442 517	
SECRETARY	MAXINE NANKERVIS	0455 531 163	

HOPETOUN VOLUNTEER MARINE RESCUE**#4839**

Street: Veal Street, Hopetoun
 Phone: 9838 3207 Fax: 9838 3240 Email: hopetounvmr@bigpond.com

RANK	NAME	CONTACT PHONE	CALL SIGN
COMMANDER	KEITH DUNLOP	0428 383 302 / 9838 3302	
V/ COMMANDER	MICHAEL BOOTHEY	0438 383 245	
ADMIN OFFICER	ANN DUNLOP	0429 383 302	

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**ARE YOU
BUSHFIRE
READY?**

areyouready.wa.gov.au



Mr Nick Sloan
CEO
Western Australian Local Government Association
PO Box 1544
WEST PERTH WA 6872

Dear Mr Sloan *Nick*

BIODIVERSITY CONSERVATION ACT 2016 AND BUSHFIRE RISK MITIGATION ACTIVITIES

As previously advised through the State Bushfire Advisory Council and other forums, the Department of Biodiversity, Conservation and Attractions (DBCA) is working to implement changes resulting from the replacement of the *Wildlife Conservation Act 1950* with the *Biodiversity Conservation Act 2016* (BC Act), particularly in relation to where this intersects with bushfire risk mitigation activities.

DBCA acknowledges that the current intent of the BC Act in relation to requiring authorisations when undertaking fire mitigation activities, in some instances, presents an unintended consequence, which potentially creates an additional regulatory and administrative burden to private property owners and other external parties. As such, it has the potential to inhibit the implementation of prescribed burning and fire mitigation activities on land not managed by DBCA.

Bushfire risk mitigation is a shared responsibility across the Western Australian landscape. DBCA advises all stakeholders, including local governments, private property owners, the Department of Fire and Emergency Services, and other bushfire mitigation proponents, to continue to undertake their prescribed burning activities consistent with their previous approach, and follow all necessary existing processes implemented via local governments.

This continued interim approach recognises the significant bushfire impacts that have occurred on the east coast, and the need to ensure that the implementation of this element of the legislation does not hinder appropriately targeted bushfire mitigation activities in Western Australia, while still ensuring the State's important biodiversity values are conserved and maintained.

DBCA will communicate a clearer approach for the administration of this aspect of the BC Act prior to spring 2021.

It would be appreciated if, through your role as the peak industry body for local government, you could formally advise all Western Australian local governments regarding DBCA's outlined approach and the timeline for communication regarding future changes.



Should you require further information regarding this approach, please contact DBCA's Senior Fire Policy Officer, Ms Katie MacWilliams by phone 9219 9153 or by email katie.macwilliams@dbca.wa.gov.au.

Yours sincerely



Mark Webb
DIRECTOR GENERAL

13 October 2020

Anrie Van Zyl

From: SMITH Adam <adam.smith@dfes.wa.gov.au>
Sent: Monday, 2 November 2020 1:38 PM
Subject: 2020-2021 AWARE Grant Round Now Open
Attachments: 2020-21 AWARE Application.pdf

The 2020-21 AWARE competitive grant round is open.

The current grant round opened at 12pm (midday) Monday 2 November 2020 and closes 12pm (midday) Friday 11 December 2020.

About this round

The current agreement sets out to distribute **\$230,000** to WA local governments via a competitive grant round to projects that fall into one or more of the following categories:

- Furthering the emergency risk management process
- Facilitating capability-based exercises
- Assisting in reviewing Local Emergency Management Arrangements (LEMA)
- Delivering emergency management training
- Hosting or facilitating emergency management events or forums

Who can apply?

Local governments:

- with projects that meet the minimum eligibility requirements
- willing to sign a Grant Agreement
- that have no non-compliant Natural Disaster Resilience Program (NDRP) or AWARE grants
- with non-compliant LEMAs are restricted to projects to develop contemporary and updated LEMA

Local governments are encouraged to collaborate and submit joint applications.

<https://semc.wa.gov.au/funding/aware/Pages/Current-Round-Application.aspx>

Adam Smith

Acting District Officer Emergency Management

Great Southern Region | Great Southern Region | Operations

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

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Government of Western Australia
Department of Fire & Emergency Services





COVID-19 – Welfare Centre Guidelines (Oct 2020)

Aim: To provide guidance to Department of Communities (Communities) staff and other key agencies in managing welfare centres, whilst mitigating COVID-19 risks to the community.

It is acknowledged the ever-changing COVID-19 situation restricts the provision of specific advice however this document provides recommendations and considerations to assist local planning.

To ensure the relevancy and currency of the information contained within this document, review will occur on a continuous basis.

For the purposes of this guide, the term **Welfare Centre** will refer to both welfare and evacuation centres.

Evacuation Planning

Welfare Centres should be considered as a transit area, with all attendees encouraged to move on to other evacuation/accommodation options where possible.

Under a COVID-19 lens, the recommended approach in an evacuation situation is listed below, however **preservation of life is to always be the priority:**

- 1 • Travellers,visitors and tourists to leave the evacuation area **if safe to do so**
- 2 • Shelter in Place **if safe to do so**
- 3 • Shelter with family and friends **if safe to do so**
- 4 • Utilise commercial/alternative accomodation options **if available**
- 5 • Use welfare centres as a last resort

It is recognised implementing this approach may not be possible in a cyclone event.

Locally Driven Response

Department of Communities District Emergency Service Officer’s develop Local Emergency Welfare Plan’s (LEWP) in consultation with the Local and District Emergency Management Committee (LEMC/DEMC). These plans outline agreed emergency welfare arrangements in each local government region.

These existing Local Emergency Welfare Plans should be reviewed taking into consideration the general principles and recommendations within this guide, and current [Western Australia COVID-19 restrictions](#). Preparedness is a joint responsibility amongst



local agencies, so planning with relevant stakeholders is essential to ensure plans take into account local conditions and region-specific challenges.

To assist in planning the following approaches are recommended:

- Hazard Management Agency (HMA) to provide early advice of any potential evacuation direction to all relevant impacted agencies. This will facilitate the sharing of information and early identification of local COVID-19 risks within the proposed evacuation area
- prioritising the identification of alternate safe accommodation options for people under isolation/quarantine directions
- early determination of the level and intensity of infection control measures to be implemented within the welfare centre, based on the current Western Australia COVID-19 restrictions and phasing.

HMA messaging to cover the following:

- Emergency evacuation advice overrides COVID-19 isolation/quarantine directions
- People under an **isolation/quarantine direction** are to find alternative accommodation with family or friends who live away from the area.
 - If alternative options are unavailable and they need to attend a welfare centre, continue to follow COVID-19 precautions, maintain appropriate physical distancing, wear a mask, and identify themselves immediately on arrival.
 - When safe to do so, telephone WA Police on 131 444 to advise whereabouts
- Provide advice to the public regarding self-sufficiency of medication/scripts, specific food requirements, hygiene supplies and general COVID-19 precautions if needing to attend a welfare centre.

Welfare Centre Planning

It is suggested existing **Local Emergency Welfare plans** are reviewed by relevant stakeholders, with re-evaluation of current identified facilities, using a COVID-19 lens.

Consider the following:

- maximum capacity of each facility and physical distancing requirements. Refer to facility Local Government 'COVID Safety Plan' for maximum numbers. If it appears capacity will be exceeded during an event this must be escalated to the Incident Controller.
- which facilities have capacity to allow the isolation/segregation of individuals/groups
- the layouts of facilities to identify separate entry and exit points
- the use of partitions/barriers if available/where possible
- identifying what/any alternate evacuation accommodation options may be available for individuals who are considered a COVID-19 risk.
- can other regions/towns in the area be used to move on/accommodate people
- welfare centre staffing levels required to ensure infection control tasks are performed.



- Local Government to consider utilising their existing COVID-19 risk management arrangements until the arrival of Communities staff

General Infection Control measures

In consideration of the heightened sanitation and hygiene needs of COVID-19, consider the following:

- signage and barriers erected throughout the welfare centre displaying current physical distancing requirements
- signage and posters on appropriate hand washing techniques upon entry and throughout the shelter/centre as well as appropriate techniques for PPE/masks
- a dedicated welfare centre officer responsible of ensuring all recommended infection control measures are in place and maintained
- development of a cleaning schedule posted within the centre
- a contract cleaner arrangement with the owner of the facility – generally the Local Government
- utilise single use disposable items such as bedding, eating/drinking utensils etc where possible
- appropriate waste disposal/laundry processes in place.

PPE requirements in the Centre

PPE supplies must be available within Welfare Centres including:

- Surgical style masks
- Gloves
- Aprons/gowns
- Face shields/safety glasses

PPE is to be single use, disposable and kept in a secure location. Use will be dependent on risk to the community at the time of the event and in line with health advice.

See [Addendum: Infection Prevention and Control in a Welfare Centre](#) for further information and considerations.

Welfare Centre Operations

Arrival at the Centre

The level of screening and requirement to obtain the contact details of people attending an evacuation centre will be dependent on the current [Western Australia COVID-19 restrictions](#) and health advice.

The normal **Register.Find.Reunite** process will be available for all evacuees. This may be compulsory prior to entering a welfare centre if the risk level is such that contract tracing is required. A contact phone number will need to be provided.

Communities may consult with the relevant local health agency to determine what resources are available to assist if health screening needs to occur. If minimal warning is



received prior to the opening of a welfare centre, it is acknowledged that appropriately qualified staff may not be available to support a full health screening process.

Screening and Registration considerations as/if required:

- As a precaution PPE is to be worn by those undertaking registration/screening. Suggested minimum requirements are a mask and safety glasses.
- Encourage self-registration online via the **Register.Find.Reunite** website with evacuees utilising their own electronic devices.
- A separate greeting area to allow those who may be a COVID-19 risk to identify themselves early.
- Single direction of pedestrian flow and queue management should be enforced through signage, floor markings and bollards/ropes.
- Immediate access to hand sanitiser
- Minimise contact with anyone who answers “**yes**” to any of the screening questions.
- Avoiding sharing of writing implements and minimise document handling – utilise hand sanitiser if unavoidable.

The following questions are to be asked as the **minimum screening requirements** before allowing an individual to enter a welfare centre:

- Are you currently under isolation/quarantine direction?
- Have you returned from overseas or interstate (and if so, where?) in the past 14 days?
- Do you have any symptoms of respiratory illness with or without fever; or cold and flu-like symptoms?
- Have you been in close contact with a confirmed COVID-19 case in the past 14 days?

If the individual refuses to be screened, that individual should be treated as ill and be placed in an isolated location.

As part of the screening process advise evacuees that if they become symptomatic during their stay, to advise staff immediately. If this occurs, it is suggested welfare centre staff isolate the individual and consult with local health authorities as a matter of priority.

Evacuees requiring Isolation

It is suggested that individuals under isolation/quarantine directions, or who have answered ‘**yes**’ to any of the screening questions, or individuals who have refused to be screened, are to wear a mask at all times and change it as it becomes moist, in line with infection control best practice.

- Individuals under an isolation/quarantine direction should be moved on as soon as practicable to another safe location, including to paid accommodation, where they can maintain their isolation.
- If this is not possible, identify the most suitable strategies to manage the isolation of these individuals within the welfare centre, for example; utilising a separate room or space, barriers, physical distancing etc.



- Where possible, consider specific toilet/ wash facilities for staff/those who have answered “**yes**” to screening questions. If this is not possible, extra cleaning is to occur.

General population

Welfare centres operations are to align with government restrictions, health advice and the level of community COVID-19 risk at the time of an event. The following strategies may be required:

- Families to remain in segregated groups and to not move from sleeping area unless using bathroom facilities.
- Human-social support and entertainment activities to be made available to each segregated group in location
- If family segregation areas are not possible, separate evacuees into larger groups and maintain segregation of groups
- Food should be delivered to areas allocated to each group/family

Community meetings

The HMA may utilise welfare centres for community meetings, in line with the current level of COVID-19 restrictions. Where restrictions prevent utilisation of the welfare centre, alternate arrangements will need to be made.



Addendum

Infection Prevention and Control in a Welfare Centre

A dedicated welfare centre officer will have the responsibility of ensuring all recommended infection control measures are in place and maintained. This officer may be a Communities or Local Government staff member.

The following table lists infection control considerations. The level of implementation to be in line with current health advice. Local planning will assist in identifying where responsibility will sit.

Further information is available at:

<https://healthywa.wa.gov.au/coronavirus>

Practice	Consideration	Responsibility
Hand Hygiene	<ul style="list-style-type: none"> 60-80% alcohol-based hand sanitiser should be available at entry and exit points, high touch areas, toilet areas and eating areas. Hand sanitiser should be secured to prevent theft or ingestion Hand washing facilities should have running water, soap, paper hand towels and a rubbish bin. Consider the stock levels required in relation to the number of evacuees the centre can hold Consider signage/pictures throughout the centre to encourage effective hand hygiene 	
Physical Distancing	<ul style="list-style-type: none"> Consider how many evacuees the centre can hold as per the current directions for physical distancing. Signage, barriers, notices, pictures, announcements and staff may be required to encourage physical distancing. Physical distancing should be considered in all areas of the welfare centre. Use of laundry, entertainment and meal areas may need to be staggered to avoid overcrowding. Physical distancing should also be observed for all staff at all times, including break times. 	
Food Safety	<ul style="list-style-type: none"> Meals may be delivered to individuals or families to reduce the number of people using the meals area. The kitchen and meals area should have increased cleaning A staggered rostered approach may be considered to ensure these areas do not become overcrowded Consider disposable plates and cutlery. If these are not available, washing dishes through the dishwasher is preferred. Otherwise, dishes and cutlery should be washed in hot soapy water, rinsed, dried and stored dry. Consider allocating plates and cutlery to evacuees to reduce sharing of items. 	
PPE	<ul style="list-style-type: none"> Personal protective equipment may be needed at the welfare centre. 	



Practice	Consideration	Responsibility
	<ul style="list-style-type: none"> ● Consider PPE needs for the following situation: <ul style="list-style-type: none"> ○ Staff performing health/general screening/registration on arrival to the welfare centre to utilise PPE as per current health advice – suggested minimum requirements are mask and safety glasses. ○ Evacuees that are under isolations orders should wear a surgical mask as much as possible ● In the event of community transmission of COVID, all evacuees may be required to wear some sort of mask. Surgical masks are preferred. 	
Cleaning	<ul style="list-style-type: none"> ● A cleaning schedule is required with increased frequency of cleaning high touch areas outlined. High touch areas include light fittings, door handles, doors, railings, desks, chairs, tables, benches, bathrooms. ● A dedicated staff member should be allocated to ensure cleaning is achieved and managed. ● Cleaning products should have a disinfectant base. ● As there is the need for increased frequency of cleaning, ensure the cleaning product does not leave a residue that may cause irritations to the evacuees in the centre. ● Spray products are not recommended as they disturb particles on surfaces, may not give an even coverage of product and may cause lung irritations. If the only products available are spray products, spray into a cloth/paper towel to minimise aerosol distribution of the product and then wipe the area to be cleaned. 	
Waste Management	<ul style="list-style-type: none"> ● Ensure there are adequate waste disposal bins. ● Consider hands free bins so there is minimal contact with the bin ● Anyone handling waste must have access to hand hygiene facilities to perform hand hygiene immediately after handling/removing rubbish. Consider signage near the bins to encourage this. ● Waste should be emptied regularly. Bags should be tied off completely prior to removal. 	
Managing unwell evacuees/staff	<ul style="list-style-type: none"> ● Consider having a plan in place outlining how to manage evacuees or staff who fall ill whilst in a welfare centre. This may include a separate accommodation area, dedicated staff member with clinical experience or further evacuation. 	
Laundry Management	<ul style="list-style-type: none"> ● If linen/bedding/towels are provided to evacuees, consider how this will be managed. Clean and dirty items should be stored separately. Where will linen bags be kept for the return of dirty linen and who will remove these from the area. ● If there are laundry facilities at the welfare centre, consider how these will be managed to ensure there is not overcrowding. Staggered rosters for using laundry facilities may be considered. Hand hygiene facilities should be available in the laundry area 	



Office of Bushfire Risk Management Fuel management activities in Western Australia 2019/20

Introduction

Thank you for agreeing to complete this survey which aims to determine the amount of work conducted to prevent the occurrence of bushfires throughout Western Australia in the 2019/20 financial year. It also collects information about the factors enabling or limiting the completion of works, and any other strategies to manage bushfire risk.

Many of the questions ask about the physical, on ground works your organisation completed such as planned burning, mowing, slashing, mulching, scrub rolling, spraying, mechanical fuel load reduction and installing fire breaks or fire access tracks. To avoid 'double-counting' please report only about the works that your organisation undertook itself or engaged a private contractor to complete. For example:

- If a State Government department undertook works on land you manage, the department that undertook the works should report them.
- If works were completed on your behalf by a private contractor, you should include them in your report, as private contractors will not be asked to respond to the survey.
- Local governments should report on any works completed by Volunteer Brigades, Local Government staff, contractors engaged by the Local Government and private land holders (if known).

Your response should encompass the period from July 2019 to June 2020. Survey results will be used to compile an annual report on fuel management and will only be reported as aggregated statistics. Individual respondents' answers will remain confidential. This survey will be repeated annually so you may want to collect the relevant information throughout 2020/21 to be prepared for next year's reporting.

Please complete the attached survey and return it to obrm@dfes.wa.gov.au by **18 September 2020**.

If you have any questions about what you should report or would like to discuss the questions, please contact:

Glen Daniel

glen.daniel@dfes.wa.gov.au

0477 344 822

Respondent's details

1. Local Government name

Shire of Gnowangerup

2. Contact person for more information

Name	Yvette Wheatcroft
Email Address	Yvette.wheatcroft@gnowangeurp.wa.gov.au
Phone Number	0439 791 925

Planned burning

3. What planned burning was undertaken by your local government?

Number of planned burns undertaken	Nil
Area of planned burning completed (ha)	nil

4. Did any of the burns conducted by your local government escape their boundaries (Y/N)?

N/A

5. If your local government experienced a burn escape:

Number of burn escapes	N/A
Area burnt by escapes (ha)	

Other fuel management

6. What area in hectares or distance in kilometres did your local government treat, with a primary purpose of managing bushfire risk, using the following methods?

<u>Treatment</u>	<u>Area treated (ha)</u>	<u>Length treated (km)</u>
Parkland clearing	Nil	
Chemical spraying	3ha	250km
Slashing or mowing	7ha	
Weed management		
Fire breaks or strategic fire access		20km
Scrub rolling or chopper rolling		
Mulching		
Other (describe)		
Other (describe)		
Other (describe)		

Completing your fuel management program

7. How much of your planned program of fuel management works did you complete (place an 'X' in the appropriate boxes)?

	No set target or program	Completed <25% of program	Completed 25-50% of program	Completed 50-75% of program	Completed >75% of program
Planned burning	X				
Parkland clearing	X				
Chemical spraying					X
Slashing				X	
Fire breaks or strategic fire access					X
Scrub rolling	X				
Mulching	X				
Other (describe)					
Other (describe)					
Other (describe)					

Office of Bushfire Risk Management: Fuel Management Activities in Western Australia 2019/20

8. To what extent did the factors below limit your ability to achieve fuel management works (place an 'X' in the appropriate boxes)? Skip this question if you did not undertake any works.

	Not a limiting factor	Limited works program somewhat	Limited works program significantly	Prevented most works from occurring
Availability of funding				
Grant application process				
Seasonal conditions or weather		X		
Environmental approvals				
Heritage approvals				
Community concerns				
Contractor availability				
Volunteer brigade availability				
Access to information for planning				
Lack of organisational capacity, expertise or support				
Other (describe)				
Other (describe)				
Other (describe)				

9. Which works were most affected by the factors in question 8 (you may select multiple answers)?

Planned burning	
Parkland clearing	
Chemical spraying	X
Slashing or mowing	
Weed management	
Fire breaks or strategic fire access	
Scrub rolling or chopper rolling	
Mulching	
Other (describe)	

10. Did you undertake any environmental or heritage surveys in relation to fuel management activities? If yes, how many surveys and what was the total cost?

<u>Survey type</u>	<u>Number of surveys</u>	<u>Cost of surveys</u>
Environmental	nil	
Heritage	nil	

Funding and resourcing

11. What percentage of funding for fuel management works came from the following sources? Please enter only a number and ensure that the sum of all sources is 100%. If 'other sources' were used, please specify them and the percentage of funding contributed by each. Skip this question if you did not undertake any works.

<u>Funding source</u>	<u>% of funding</u>
Organisation's recurrent budget	100%
State Government grants program	
Federal Government grants program	
Other (describe)	
Other (describe)	

12. Have you applied to the Mitigation Activity Fund Grants Program for funding to undertake on-ground bushfire mitigation activities? (Y/N)

N

If Yes, do you have a dedicated position to coordinate this program? What is the role title of the coordination position?

--

13. How reliant is your local government on the following sources of labour and expertise in completing your fuel management program?

If your local government relied on any other sources of assistance in completing your fuel management program, please list them and their contribution as per the categories above. Skip this question if you did not undertake any works.

	Not involved	Participate in a minor way	Contribute significantly to outcomes	Essential to outcomes	Don't know
Local government staff					
Volunteer Bush Fire Brigades					
VFRS or VFES Brigades					
Other volunteers					
Contractors					
DFES staff					
DFES staff					
DBCA staff					
Bushfire consultants					
Other					
Other					
Other					

Stakeholder engagement

14. How much did you engage with the following stakeholders when planning or implementing your organisation's annual bushfire risk management program? Skip this question if you did not undertake any works.

	No involvement	Communicated intent	Consulted on approach	Planned or worked collaboratively	Don't know or not applicable
Volunteer brigades (BFB, VFERS or VFES)					
Other volunteers					
DFES					
DBCA					
Other government departments					
Special interest groups					
Residents or private property owners					
Public utility managers					
Traditional owners					
Other (describe)					
Other (describe)					

15. How many schools have contacted you in relation to bushfire risk management or developing a Bushfire Mitigation Plan for their school?

1

Other approaches to managing bushfire risk

16. Aside from fuel management, did your local government take any steps to reduce bushfire risk on the lands you manage (e.g. policy development, planning processes, education programs etc.)? If so, please describe them below:

As part of the contract with WA Ranger Services, the ranger is to check firebreak order compliancy within the town site areas.

Bushfire brigades members check for firebreak order compliancy within farming community.

Where firebreak orders are not adhered too, 8 infringement notices were issued. From that 3 properties were cleared by the shire and respective owners were invoiced for work done by the shire.

Lessons learned

17. What aspects of your local government's approach to bushfire risk management seemed to work well?

Our brigades are well organised with a good communication procedure in place.

18. Were there any aspects of your local government's approach to bushfire risk management that may need to be improved?

We have never had a bushfire management plan and one will be developed for the Shire during the 21/22 financial year and hopefully taking from that do more bushfire mitigation work following the proposals from the plan.

19. Is there anything you would like to see done differently across the bushfire risk management sector to improve outcomes?

A big part of our local government is part of a national park. More funding to Parks & Wildlife for bushfire mitigation would help tremendously. All the major fire incidents we had in December 2020 started in the national parks and caused damaged to private property. It also caused some businesses in our local tourism industry to completely shut down for an extensive period due to the park being closed for repair work.

20. We would like to include some case studies of effective bushfire risk management initiatives in this year's report. If you have a success story you would like to share, please describe it briefly below.

N/A

From: [BRANSBY Kevin](#)
To: [Anrie Van Zyl](#); [Rob Cowie](#)
Subject: FW: School buses in emergencies/ caught at road blocks
Date: Thursday, 26 November 2020 11:00:17 AM
Attachments: [image001.jpg](#)
[image002.jpg](#)

FYI regarding the school bus issue in emergency situations

Kind Regards,

Kevin Bransby

Community Emergency Services Manager
Shires of Cranbrook, Kojonup and Gnowangerup

From: SMITH Adam
Sent: Thursday, 26 November 2020 10:25 AM
To: Great Southern Staff <GreatSouthernStaff@dfes.wa.gov.au>; Upper Great Southern Staff <uppergreatsoutherstaff@dfeswa.onmicrosoft.com>; [ian.clarke](mailto:ian.clarke@police.wa.gov.au) <ian.clarke@police.wa.gov.au>
Subject: FW: School buses in emergencies/ caught at road blocks

Morning All

Email below FYI.

This issue was raised at a previous DEMC meeting with communication out to LEMCs to obtain information on school bus routes. Wheatbelt had similar issues last summer as well. Rather than us approaching SBS separately Yvette is actioning on our behalf. The layer in SLIP is restricted, I have asked for access, once I get through I will speak to GIS about having the layer included in FES Maps.

Adam Smith

District Emergency Management Advisor
Great Southern Region | Operations

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

P: 08 9845 5007 | **M:** 0429 104 007 | **F:** 08 9841 6719 | **E:** adam.smith@dfes.wa.gov.au

cid:image001.jpg@01D1CBC3.10133310



From: GRIGG Yvette
Sent: Wednesday, 25 November 2020 11:56 AM
To: CHEEMA Vikram <Vikram.CHEEMA@dfes.wa.gov.au>; SMITH Adam <adam.smith@dfes.wa.gov.au>; CROSS Merveen <Merveen.Cross@dfes.wa.gov.au>; LA ROSA Quinta <Quinta.LaRosa@dfes.wa.gov.au>; SUMPTON Sharna <Sharna.Sumpton@dfes.wa.gov.au>; GARDNER Joshua <Joshua.Gardner@dfes.wa.gov.au>; KENT Helen <Helen.Kent@dfes.wa.gov.au>

Cc: UNDERWOOD Stephanie <Stephanie.Underwood@dfes.wa.gov.au>; JANGI Krissy <Krissy.Jangi@dfes.wa.gov.au>

Subject: School buses in emergencies/ caught at road blocks

Hi all,

I had a meeting yesterday with the Dept of Education and the operations manager of School Bus Services (PTA) in regard to some confusion over school buses during emergencies.

We have had a few instances in the Wheatbelt where buses couldn't get through or around road blocks (ie Lancelin, one way in, one way out, no available detours) and the driver was unsure what he should do with students. There are stories of them being dropped off in less than ideal situations, and parents driving around fire grounds to collect them. Some schools seemed reluctant to offer their schools as a safer place and I was keen to clarify the Dept of Eds stance.

I met with Neil Darby - Wheatbelt Regional Director Dep to Education
Shannon Wassman - Wheatbelt Operations manager Dept of Education
Anthony Cattai Operations Manager School Bush Services, PTA
Cozzi ?... works with Anthony.

Current Situation:

School bus contractors are required to have emergency plans and maps, and they should be housed on each bus. Anthony agreed that currently the plans are very basic and are probably more focussed on particular children's health issues etc.

Bus drivers are required to undergo an induction, however this doesn't always occur.

Bus drivers and schools have a reasonable relationship, schools hold all of the contractors and bus drivers contact details. (however, the currency of these is sometimes in dispute with frequent changes in drivers)

A compliance framework has only been in place for 2 years and hasn't been well socialised among contractors.

There is no vision across what private schools and their buses are doing. This was raised by Neil as being a significant risk in particular for the areas closer to the metro.

Anthony and his team manage approximately 600 different bus runs.

A map of bus routes is available as a layer on SLIP. It is updated at the end of each year.

Although Anthony was having trouble accessing it, and I would like to verify it is available, and current.

After significant discussions the following was agreed;

Anthony and Cozzi concede that the EM process needs to mature and are working to develop a more comprehensive EM plan template for all contractors. However, given the size of the state it will be generic. Preferably it will need to be localised by each contractor. They will be asked to consider;

- One way routes where no detours are possible.
- Safer places. **(Neil advised that schools are always considered preferable**, if possible to return to one nearby. Evacuation Centres if set up and accessible would be another preferred option for smaller amounts of students.)
- Bus Drivers induction and understanding of plans.
- Provide copies of relevant plans to the schools.

Also the development of excellent working relationships with the schools and **attendance or connection with the LEMC where possible.**

Wheatbelt DEMA to raise at LEMCs (particularly where the concerns were raised) , and encourage any local contractors or bus drivers to be invited, particularly to attend exercises. Encourage schools to plan and prepare how they can reopen the school after hours if needed.

Neil spoke about excellent communications and working relationships with DFES and the school buses during the Katanning fire, and wondered if there were any formal outcomes in this regard from the Katanning debrief?? Any idea Adam?

Regards

Yvette

Yvette Grigg

District Emergency Management Advisor | Wheatbelt and Goldfields-Esperance Districts
Department of Fire and Emergency Services | 79 Newcastle Street Northam WA 6401

P. +61 8 9690 2313 | **M:** 0488 907 187 | **E:** yvette.grigg@dfes.wa.gov.au
www.dfes.wa.gov.au

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12. STRATEGY AND GOVERNANCE

Cr S Hmeljak declared an Indirect Financial Interest in Item 12.1 as her husband is employed by Auspan and left the meeting at 3:57pm.

12.1	AUSPAN NEW FACTORY AND OFFICE - REQUEST FOR MINIMUM DEVELOPMENT APPLICATION FEE
Location:	No. 41 (Lot 102) Quinn Street, Gnowangerup
Proponent:	Steve Richardson on behalf of AUSPAN
File Ref:	A6358
Date of Report:	5 th February 2021
Business Unit:	Strategy & Governance
Officer:	Phil Shephard - Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Development Application covering letter
- AUSPAN approved/stamped plans

PURPOSE OF THE REPORT

To consider the request from AUSPAN to minimise the development application fee required to be paid for processing their new factory and office application.

BACKGROUND

The AUSPAN proposal was originally approved in December 2012 and they have been progressing with that approval since then. That approval lapsed on 20th December 2014 and they have recently submitted a new Development Application and plans for the factory and office and this has recently been approved, under delegated authority (see attached AUSPAN approved/stamped plans).

COMMENTS

The new proposal differs from that originally approved in 2012 with the buildings now to be relocated towards the rear of the site (see aerial image below), although the overall development and details are similar to that originally approved.

The cost of the proposed development is stated as \$2m and AUSPAN have nominated December 2021 for completion of the development. The application fee for a \$2m development is \$5,555 as set out in the *Planning and Development Regulations 2009* and Schedule of Fees and Charges 2020-2021 unless it is waived by Council.



Original building position shown in black outline with new building position in red outline (Image Landgate Map Viewer Plus)

AUSPAN (see attached Development Application covering letter) request the Council minimise the development application fee for the reasons set out in the correspondence.

Many of the original conditions are transferable to the new proposal and no readvertising of the proposal (as originally occurred) was considered necessary in this instance. Staff have expended approximately 10-hours on processing and approving the application and some reduction of the application fee is supported given the reduced workload involved this time.

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil.

LEGAL AND STATUTORY REQUIREMENTS

Planning and Development Regulations 2009 - The Regulations allow, and set limits on, the planning fees that can be charged by a local government administering its planning scheme and r.52 allow the Council to waive or refund fees as follows:

52. Local government may waive or refund fee

A local government may waive or refund, in whole or in part, payment of a fee for a planning service.

POLICY IMPLICATIONS

There are no Local Planning Policies that apply to this report.

IMPACT ON CAPACITY

Nil.

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category	Financial
Consequence Rating	Insignificant
Likelihood Rating	Unlikely
Acceptance Rating	Low
Risk Acceptance Criteria	Acceptable. Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

FINANCIAL IMPLICATIONS

The reduction of the application fee, if approved, will reduce the income into Planning Applications/Approval Fees accordingly.

STRATEGIC IMPLICATIONS

The report impacts on the following item in the Strategic Community Plan 2017 – 2027 as follows:

Strategic Focus	Built Environment and Infrastructure
Goals:	A built environment and infrastructure that supports the community and the economy
Outcome 3.1:	<ul style="list-style-type: none"> Appropriate planning and development
Strategy 3.1.2	Provide planning and development advice on land developments.
Strategy 3.1.3	Ensure quality, consistent and responsive development and building assessment approval processes.

Strategic Focus	Governance and Organisation
Goals:	Proactive leadership, good governance and efficient service delivery
Outcome 5.1:	<ul style="list-style-type: none"> Strategic governance and leadership
Strategy 5.1.5	Ensure compliance with Local Laws and statutory requirements.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available to it, which are discussed below:

1 Not support a reduced application fee

The Local Government can choose to not support the proposal. If this was supported, the applicants would be required to pay the fee of \$5,555.

2 *Support a reduced application fee*

The Local Government can choose to support the proposal and proceed to waive the fee, in whole or part.

3 *Defer the proposal*

The Local Government may elect to defer the matter for a period and seek additional information or comment, if deemed necessary, before proceeding to make a decision.

CONCLUSION

The new AUSPAN proposal required less time than the original proposal required for processing and approving the application and administration support their request for consideration of a reduction of the application fee.

VOTING REQUIREMENTS

Simple Majority.

OFFICER RECOMMENDATION

That Council:

- In accordance with r.52 of the *Planning and Development Regulations 2009* waive **(to be determined)** % of the required development application fee for the new AUSPAN factory and office development at No. 41 (Lot 102) Quinn Street, Gnowangerup.
- Acknowledges that the new AUSPAN proposal required less time than the original proposal required for processing because of the work already done by staff when processing the first application.

PROCEDURAL MOTION

Moved: Cr Greg Stewart

Seconded: Cr C Thomas

0221.03 That Council:

Defers this item to the next Council Meeting to be held, as clarification is to be sought on the voting requirements of this item.

UNANIMOUSLY CARRIED: 7/0

28.1.2021

Shire of Gnowangerup
RE: AUSPAN Factory & Offices Development.
Att: Phil Shephard

Dear Phil,

Further to our discussions AUSPAN is looking to proceed with the proposed construction of a new factory & office facility at 41 Quinn St, Gnowangerup.

This development has been on the cards for quite some time now and the property was purchased, subdivided, rezoned, cleared, fenced & had an electrical upgrade previously in preparation for this development.

As a local family business that was founded in Gnowangerup in 2009, we are committed to supporting the local economy & community of Gnowangerup by establishing a purpose-built head office and manufacturing facility here, to consolidate current operations onto one property and also to support future growth.

AUSPAN currently employs a team of 50+ staff and over 30 of these positions have been created in Gnowangerup. The continued growth of AUSPAN, especially in the fabrication side of the business will naturally create future employment for locals and potentially attract further families to town.

The proposed factory will allow AUSPAN to continue its growth path and offer the ability to more than double current fabrication throughput.

To this end the directors of AUSPAN have committed to our team that we will have the new facility built and ready for moving into by the end of 2021.

We understand that this property is close to a residential area and we confirm that the following design considerations have been included to minimise impact on residential properties:

- ▶ All main building works to be set back 35M+ from Corbett Street.
- ▶ To minimise noise the building wall facing Corbett Street will be acoustically insulated and to have no door openings in it other than what is required to meet BCA requirements.
- ▶ Landscaping buffer including large trees to be planted and maintained along the Corbett Street boundary.

As this development was previously approved in 2012, we would appreciate your consideration of a minimised fee to reapprove the development.

We would appreciate if this Development Application can be considered and approved as soon as possible to enable the progression of this facility for AUSPAN and for the Town of Gnowangerup.

Please feel free to contact me anytime to discuss or clarify anything regarding this proposal. Thankyou.

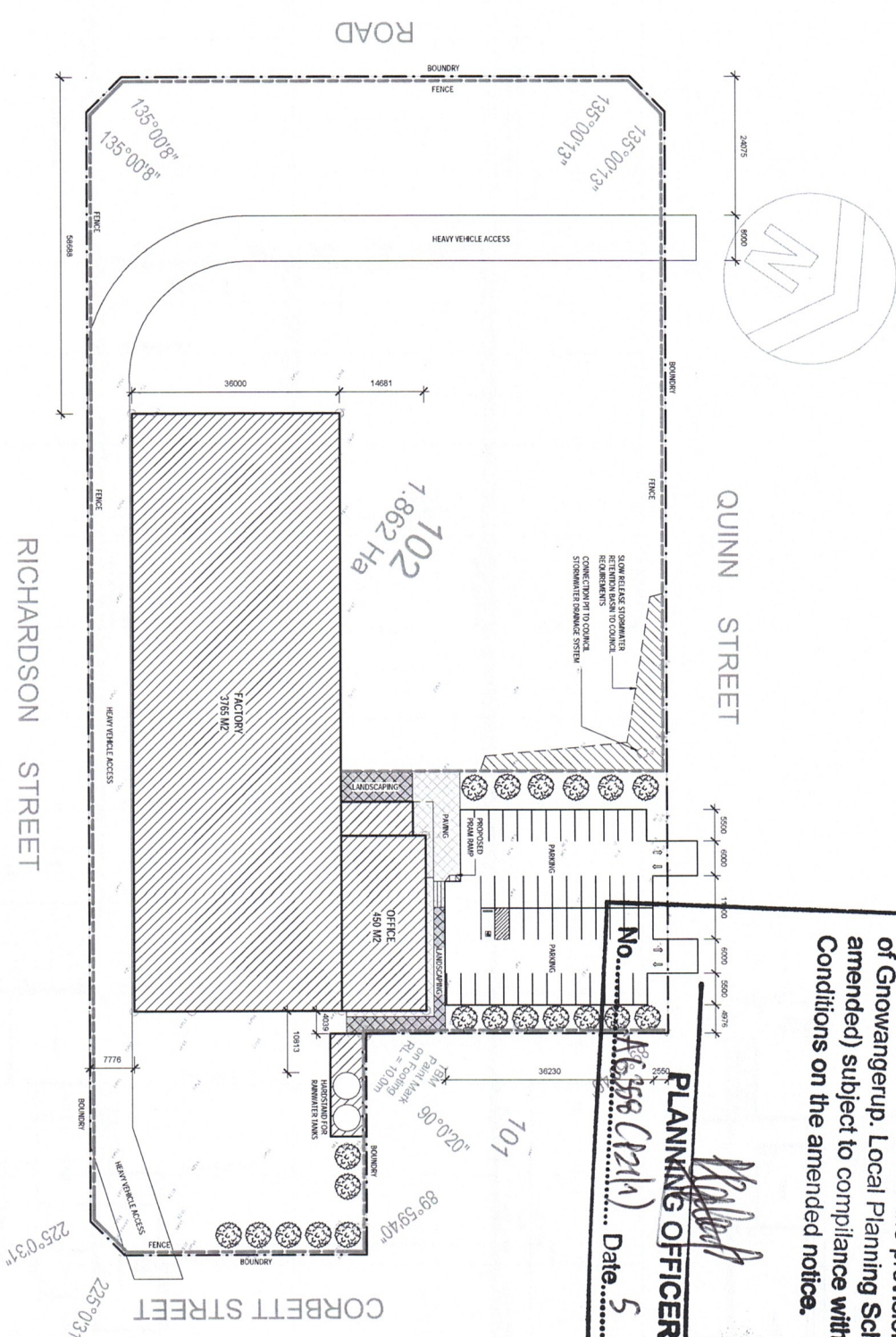
Best Regards
Steve Richardson.

SHIRE OF GNOWANGERUP PLANNING APPROVAL

Is hereby granted under the provisions of the Shire of Gnowangerup. Local Planning Scheme No 2 (as amended) subject to compliance with the Conditions on the amended notice.

PLANNING OFFICER

No. **16/558 (CP14)** Date **5/2/2021**



SITE PLAN
1:400

<p>DATE: 15/02/2021 DRAWN BY: [Name] CHECKED BY: [Name]</p>		<p>PROJECT TITLE: AUSPAN FACTORY</p>		<p>PROJECT NUMBER: 140</p>	
<p>ARCHITECTURAL</p>		<p>PROJECT: OFFICE AND FACTORY</p>		<p>DRAWING NUMBER: A101</p>	
<p>23 CORBETT STREET, GNOWANGERUP</p>		<p>DATE: 15/02/2021</p>		<p>REVISION: B</p>	

Cr S Hmeljak did not return to the room as she also declared an Indirect Financial Interest to Item 12.2 as her husband owns a block of land at 274 House Street.

12.2	LOCAL PLANNING SCHEME No. 2 – AMENDMENT No. 13 WAPC LETTER OF APPROVAL WITH SCHEDULE OF MODIFICATIONS AND ADOPTION OF LOCAL DEVELOPMENT PLAN FOR DURAQUIP
Location:	Lots 1 & 30 Aylmore Street, Lots 8 & 103 Formby Street and Lot 31 House Street, Gnowangerup
Proponent:	Edge Planning & Property for Duraquip/Cahejo Pty Ltd
File Ref:	A6091, A1203, A6199, A1015 & A1367
Date of Report:	5 th February 2021
Business Unit:	Strategy & Governance
Officer:	Phil Shephard - Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- WAPC Local Planning Scheme No. 2 – Amendment No. 13
- Letter of Approval and Schedule of Modifications
- Local Development Plan

PURPOSE OF THE REPORT

The report has 3 purposes:

- To inform Council of the Minister for Planning/WA Planning Commission decision on Amendment No. 13;
- To consider the adoption of the proposed Local Development Plan (LDP) to guide future development at Duraquip now required as part of finalising Amendment No. 13; and
- To consider the adoption of a new delegation to enable staff to implement the LDP.

BACKGROUND

The Council at its 26th August 2020 meeting considered the submissions received from the referral/advertising of Amendment No. 13 and resolved as follows:

- 0820.93 *That Council In accordance with Regulation 41 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Planning and Development Act 2005 resolves to:*
1. *Adopts the attached Schedule of Submissions and recommendation on each submission and*
 2. *Supports Amendment No. 13 to the Shire of Gnowangerup Local Planning Scheme No. 2 with the following modifications being undertaken:*
 - a) *The existing Indicative Site Development Plan (Attachment 5) be replaced with the updated Indicative Site Development Plan (Rev C) provided by the planning consultant.*
 - b) *Attachment 6 Acoustic Advice to be replaced with specific advice on noise generation and mitigation measures to be implemented based on the updated Indicative Site Development Plan (Rev C).*

c) Section 5.3 Compatibility with adjoining and nearby land uses of the amendment document be updated to reflect the new Attachment 6 Acoustic Advice. CARRIED: 5/1

The Minister for Planning/WA Planning Commission (see attached Letter and Schedule of Modifications) have now finished their consideration of the amendment and advised that the amendment is required to be modified and then resubmitted for final approval.

COMMENTS

Amendment Proposal

The Minister for Planning/WA Planning Commission's decision is final, and the amendment must be modified in accordance with the attached Schedule of Modifications if it is to be approved.

The amendment now imposes a Restricted Use over Lots 1 Aylmore Street and Lot 8 Formby Street and requires a Local Development Plan to control development over the whole of the site. This is not the outcome sought by Council and as suggested by the WA Planning Commission officer, Council can "consider further refinement of scheme controls at the interface of the industrial and residential zones when preparing the new scheme and strategy."

Local Development Plan

The Minister for Planning/WA Planning Commission's decision requires the preparation of a Local Development Plan (LDP) to control development on the site. The planning consultant (Edge Planning & Property) have converted the initial Indicative Site Development Plan supported by Council into an LDP for consideration by Council. The attached LDP addresses the conditions and requirements of the Restricted Use area.

An LDP must be prepared and adopted in accordance with Schedule 2, Part 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. Under Clause 50(1) of the Regulations, Council must upon receipt of an LDP, advertise/refer the LDP for a minimum of 14-days unless it determines under sub-clause (3):

- (3) *Despite subclause (1) the local government may decide not to advertise a local development plan if the local government is satisfied that the plan is not likely to adversely affect any owners or occupiers within the area covered by the plan or an adjoining area.*

The planning consultant has requested Council waive the advertising/referral requirement for the following reasons:

Following on from the Minister for Planning's decision on Scheme Amendment No. 13, please see attached a Local Development Plan (LDP) for consideration by Council. Given the LDP essentially is based on the Indicative Site Development Plan that was twice publicly advertised through Scheme Amendment No. 13, it is suggested there is no requirement to advertise the LDP.

It would be appreciated if the Council could approve the LDP based on clause 52(1)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015.

One of the changes from the initial Indicative Site Development Plan to the LDP has been the proposed nil setback to Formby Street for the new factory shed on Lots 8 and 103 (being amalgamated). The planning consultant has provided the following justification for the LDP proposing a nil building setback to the Formby Street boundary:

- Based on the location of existing buildings, infrastructure and the requirement for on-site circulation by trucks on the Duraquip site, plus the need to address fire rating between buildings and lot boundaries, the best location for the proposed shed for storage and light industry is located on Lot 8 Formby Street. To address Duraquip operational needs, the length of the shed is 56 metres. To address site constraints, a nil setback is required to the Formby Street boundary on Lot 8 to ensure the shed size and configuration is fit-for-purpose;
- Requiring a front setback of 7.5 metres will result in the shed size not serving Duraquip's needs. If the new shed was setback 7.5 metres from Formby Street, it would overlap too much and detrimentally impact the access way between the sheds, making it unworkable;
- Clause 5.5 of the Scheme provides scope for the Shire to consider variations to site and development standards;
- Based on Clause 5.12.2 of the Scheme, visual amenity when viewed from the Residential zone and public roads are considered appropriate. The proposed shed location will not impact the view from adjoining Lot 7 Formby Street to adjoining or nearby residential properties. Views are localised given Formby Street is a no-through-road, there is limited traffic and Formby Street is not a tourist route;
- A number of existing buildings on Formby Street have reduced setbacks from the front boundary (adjoining Formby Street), including buildings with nil setbacks;
- It is noted there are various existing buildings in the industrial area that do not meet the 7.5 metre setbacks and other instances of commercial development with reduced setbacks;
- It will address the neighbours' concerns of tidying up the Duraquip property through moving goods, currently stored outside in the yard, to inside the shed;
- Formby Street is a cul-de-sac that finishes at the proposed shed site and there is limited requirement for anybody to use the southern section of Formby Street. There is no passing traffic. Neighbouring property accesses are north of the proposed shed site;
- The Formby Street reserve has a generous width of 20 metres, with the distance between the edge of the road pavement and the property boundary being approximately 6.3 metres;
- Given the Shire has requested making it a condition that Duraquip have no truck access to their property from Formby Street, then it is an inefficient use of space in leaving the front setback undeveloped; and
- There is limited industrial land in Gnowangerup and there is a need for Duraquip to make the best use of what they have. Building to the front boundary, on Formby Street, will not have any adverse effects on residents given the southern section has limited traffic and use.

In addition to the above:

- The shed will be located on the southern side of the adjoining residential properties and accordingly it is expected to create minimal overshadowing;

- The shed wall height of 6 metres, near adjoining Lot 7, in comparable to what could be considered with an application for the dwelling under the Residential Design Codes;
- The shed design needs to address the acoustic assessment and the Noise Regulations; and
- Duraquip will install screen fencing on the boundary, adjoining residential properties, to the satisfaction of the Shire at cost to Duraquip.

New Delegation

Council is requested to consider adding a new delegation to enable staff to implement the conditions/requirements of the LDP when considering development applications for the site. The delegation would improve administrative efficiency and enable a quicker turnaround for applications to be determined.

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil undertaken. Council may decide to advertise/refer the LDP for a minimum period of 14-days if deemed necessary. The planning consultant has requested Council waive this requirement for the reasons set out in the Comments section of this report above.

LEGAL AND STATUTORY REQUIREMENTS

Planning and Development Act 2005 & Planning and Development (Local Planning Schemes) Regulations 2015 – The Act/Regulations set out the process and requirements for undertaking local planning scheme amendments and preparation/adoption/effect of local development plans.

The landowner/agent can appeal to the State Administrative Tribunal for a review, if a local government decides not to approve the LDP. An adopted LDP has effect for a period of 10 years commencing on the day on which the local government approves the plan, or another period determined by the local government, unless the local government earlier revokes its approval. The local government can also extend/revoke and/or amend the LDP. Any adopted LDP does not bind the decision-maker when considering development within the LDP area.

Local Government Act 1995 - s.5.42 enables a Council to delegate some powers/duties to the Chief Executive Officer.

IMPACT ON CAPACITY

Nil.

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category	Compliance
Consequence Rating	Insignificant
Likelihood Rating	Unlikely
Acceptance Rating	Low
Risk Acceptance Criteria	Acceptable. Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

FINANCIAL IMPLICATIONS

The applicant must pay the required fee estimate of \$800 set out in the *Planning and Development Regulations 2009* and Schedule of Fees and Charges 2020-2021 for processing the LDP, unless it is waived by Council.

STRATEGIC IMPLICATIONS

The report impacts on the following item in the Strategic Community Plan 2017 – 2027 as follows:

Strategic Focus	Built Environment and Infrastructure
Goals:	A built environment and infrastructure that supports the community and the economy
Outcome 3.1:	<ul style="list-style-type: none"> Appropriate planning and development
Strategy 3.1.2	Provide planning and development advice on land developments.

Strategic Focus	Governance and Organisation
Goals:	Proactive leadership, good governance and efficient service delivery
Outcome 5.1:	<ul style="list-style-type: none"> Strategic governance and leadership
Strategy 5.1.5	Ensure compliance with Local Laws and statutory requirements.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

In relation to the Minister's/WAPC's approval for Amendment No. 13, there are no options available to Council. Their decision is final, and the amendment must be modified as required by them for it to be approved.

In relation to the LDP, the Council has a number of options available to it, which are discussed below:

1 Not adopt the LDP

The Council could refuse to adopt the LDP. This option if chosen would not be consistent with Council's intentions through Amendment No. 13 to enable additional factory development at the Duraquip site.

2 Modify the LDP

The Council can modify the LDP and add/remove conditions and requirements. This option if chosen must ensure that they achieve the requirements of the Minister's/WAPC's approval for Amendment No. 13.

3 Adopt the LDP

The Council can choose to adopt the LDP, in part or whole, and with or without conditions.

4 Defer or Advertise/Refer the LDP

The Council can choose to defer the LDP for a period of time and seek additional information from the proponents or advertise/refer the LDP to affected neighbouring properties/government agencies, if deemed necessary before proceeding to make a decision.

This is a discretionary decision, and the landowner/agent can appeal to the State Administrative Tribunal for a review, if a local government decides not to approve the LDP.

In relation to the adoption of a new delegation, the Council has a number of options available to it, which are discussed below:

1 Not approve the new delegation

The Council can choose to not approve the new delegation. This option if chosen would require all development applications, unless exempted, to be presented to Council for consideration.

2 Approve the new delegation

The Council can choose to approve the new delegation, with or without conditions. This option if chosen would enable staff to implement the conditions/requirements of the LDP when considering development applications for the site and enable a quicker turnaround for applications to be determined.

CONCLUSION

The modifications required by the Minister/WAPC for approval of Amendment No. 13 should be completed and the LDP should be adopted by Council to satisfy the requirements of the Restricted Use area for the site.

The proposed new delegation will enable staff to implement the conditions/requirements of the LDP when considering development applications for the site and enable a quicker turnaround for applications to be determined.

VOTING REQUIREMENTS

Simple Majority for Parts 1 and 2

Absolute Majority for Part 3

OFFICER RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr Keith House

0221.04 That Council:

- 1) Receives the Minister's/WAPC's advice of approval for Amendment No. 13 and undertakes the modifications as required in their correspondence of 14 January 2021.**
- 2) Waives the advertising/referral requirement under c.50(3) and adopts the Local Development Plan for Lots 1 & 30 Aylmore Street, Lots 8 & 103 Formby Street and Lot 31 House Street, Gnowangerup under c.52(1) *Planning and Development (Local Planning Schemes) Regulations 2015* and publish details of the plan on the Shire's website.**

Simple Majority required

CARRIED: 6/1

Cr C Thomas requested that the votes be recorded.

CARRIED FOR

Cr F Gaze
Cr G Stewart
Cr K House
Cr k O’Keeffe
Cr M Creagh
Cr R House

AGAINST

Cr C Thomas

Moved: Cr G Stewart

Seconded: Cr C Thomas

0221.05 That Council:

- 3) Adopts a new delegation into 2.8.1 Local Planning Scheme – Planning Functions as follows:**

16.0 Local Development Plans

Approves development applications including the placement of conditions on the approval where the use and development complies with the standards prescribed by an adopted Local Development Plan.

- 4) Notes that the delegation in writing will be included in the Delegation Register.**

Absolute majority required

CARRIED BY ABSOLUTE MAJORITY:7/0

Cr S Hmeljak returned to the meeting at 4:38pm.

Shire President Fiona Gaze informed Cr S Hmeljak about the voting outcomes of Items 12.1 and 12.2.

SHIE OF GNOWANGERUP

LOCAL PLANNING SCHEME NO. 2 – AMENDMENT NO. 13

SCHEDULE OF MODIFICATIONS

No.	Modification	Reason								
RESOLUTION PAGE										
1.	<p>The resolution page to be modified to amend 2 to read as follows:</p> <p>2. Rezone Lot 1 Aylmore Street and Lot 8 Formby Street, Gnowangerup from Residential R20 zone to Industry zone / Restricted Use No. 1.</p> <p>Insert a new amending provision as follows:</p> <p>3. Amend Schedule 3 - Restricted Use by inserting a new entry as follows:</p> <table border="1" data-bbox="184 873 1423 1446"> <thead> <tr> <th data-bbox="184 873 262 940">No.</th> <th data-bbox="262 873 472 940">Description of Land</th> <th data-bbox="472 873 919 940">Restricted Use</th> <th data-bbox="919 873 1423 940">Conditions and Requirements</th> </tr> </thead> <tbody> <tr> <td data-bbox="184 940 262 1446">1</td> <td data-bbox="262 940 472 1446">Lot 1 Aylmore Street and Lot 8 Formby Street, Gnowangerup</td> <td data-bbox="472 940 919 1446"> All land uses permissible in the Industry zone shall be 'X' uses, with the exception of the following: <ul style="list-style-type: none"> • Caretakers Dwelling (D) • Industry Light (P) • Industry Service (P) • Motor Vehicle Repair (A) • Showroom (A) • Storage (A) • Telecommunications (D) • Warehouse (D) </td> <td data-bbox="919 940 1423 1446"> 1.1 Development shall be generally in accordance with an approved Local Development Plan for Lots 1 and 30 Aylmore Street, Lot 8 and 103 Formby Street, Lot 31 House Street, Gnowangerup. 1.2 The Local Development Plan to address the following: <ul style="list-style-type: none"> • an acoustic assessment prepared in accordance with Environmental Protection (Noise) Regulations 1997 which identifies noise mitigation measures. • commercial vehicle access </td> </tr> </tbody> </table>	No.	Description of Land	Restricted Use	Conditions and Requirements	1	Lot 1 Aylmore Street and Lot 8 Formby Street, Gnowangerup	All land uses permissible in the Industry zone shall be 'X' uses, with the exception of the following: <ul style="list-style-type: none"> • Caretakers Dwelling (D) • Industry Light (P) • Industry Service (P) • Motor Vehicle Repair (A) • Showroom (A) • Storage (A) • Telecommunications (D) • Warehouse (D) 	1.1 Development shall be generally in accordance with an approved Local Development Plan for Lots 1 and 30 Aylmore Street, Lot 8 and 103 Formby Street, Lot 31 House Street, Gnowangerup. 1.2 The Local Development Plan to address the following: <ul style="list-style-type: none"> • an acoustic assessment prepared in accordance with Environmental Protection (Noise) Regulations 1997 which identifies noise mitigation measures. • commercial vehicle access 	<p>WAPC recommendation.</p> <p>Given the similarities between land use permissibilities of the two industry zones, the Light and Service Industry zoning is not considered to act as a suitable transition zone and will not achieve compliance with State Planning Policy 4.1 - State Industrial Buffer Policy. A restricted use area will enable land uses and provisions specific to the area to be prescribed.</p> <p>WAPC recommendation.</p> <p>A Local Development Plan to be prepared in accordance with Schedule 2, Part 6 of the Planning and Development (Local Planning Scheme) Regulations 2015.</p>
No.	Description of Land	Restricted Use	Conditions and Requirements							
1	Lot 1 Aylmore Street and Lot 8 Formby Street, Gnowangerup	All land uses permissible in the Industry zone shall be 'X' uses, with the exception of the following: <ul style="list-style-type: none"> • Caretakers Dwelling (D) • Industry Light (P) • Industry Service (P) • Motor Vehicle Repair (A) • Showroom (A) • Storage (A) • Telecommunications (D) • Warehouse (D) 	1.1 Development shall be generally in accordance with an approved Local Development Plan for Lots 1 and 30 Aylmore Street, Lot 8 and 103 Formby Street, Lot 31 House Street, Gnowangerup. 1.2 The Local Development Plan to address the following: <ul style="list-style-type: none"> • an acoustic assessment prepared in accordance with Environmental Protection (Noise) Regulations 1997 which identifies noise mitigation measures. • commercial vehicle access 							

No.	Modification	Reason				
	<table border="1" data-bbox="184 207 1423 552"> <tr> <td data-bbox="184 207 262 552"></td> <td data-bbox="262 207 472 552"></td> <td data-bbox="472 207 919 552"></td> <td data-bbox="919 207 1423 552"> <ul style="list-style-type: none"> • prescribed operational hours • landscaping and screen fencing required along the full extent of the adjoining boundaries to the Residential zone • development of appropriate setback from adjoining boundaries to the Residential zone. </td> </tr> </table> <p data-bbox="184 592 766 625">Include a new amending provision as follows:</p> <p data-bbox="226 665 1423 779">4. Add 'commercial vehicle' definition into Schedule 1, General Definitions as per the definition within clause 37, Part 6, Schedule 1 of the Planning and Development (Local Planning Scheme) Regulations 2015.</p> <p data-bbox="184 820 525 852">and renumber accordingly.</p> <p data-bbox="226 893 756 925">5. Amend the Scheme Map accordingly</p>				<ul style="list-style-type: none"> • prescribed operational hours • landscaping and screen fencing required along the full extent of the adjoining boundaries to the Residential zone • development of appropriate setback from adjoining boundaries to the Residential zone. 	<p data-bbox="1459 641 1911 738">WAPC recommendation. Provide clarity on types of vehicles prohibited in residential streets.</p>
			<ul style="list-style-type: none"> • prescribed operational hours • landscaping and screen fencing required along the full extent of the adjoining boundaries to the Residential zone • development of appropriate setback from adjoining boundaries to the Residential zone. 			
2.	<p data-bbox="184 941 1081 974">The amendment document to be modified to delete the following text:</p> <p data-bbox="184 1006 1281 1104">Determines Amendment No.13 is a complex amendment under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 on the basis it is:</p> <p data-bbox="226 1112 1218 1169">a) an amendment that is not consistent with a local planning strategy for the scheme that has been endorsed by the Commission.</p>	<p data-bbox="1459 941 1911 1104">WAPC recommendation. Reference to amendment type only required within Form 2A template (page 2 local government resolution page).</p>				



Your ref: TPC2/A1203/OCR204628
Our ref: TPS/2472
Enquiries: Melinda Lyons
Email: Melinda.Lyons@dplh.wa.gov.au

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

Transmission via electronic mail to: gnpshire@gnowangerup.wa.gov.au

Dear Sir/Madam

LOCAL PLANNING SCHEME NO. 2 - AMENDMENT NO. 13

The Western Australian Planning Commission (Commission) has considered Amendment No 13 and submitted its recommendation to the Minister in accordance with section 87(1) of the *Planning and Development Act 2005* (the Act).

The Minister has required the amendment to be modified in the manner specified in the attached schedule of modifications in accordance with section 87(2)(b) of the Act, before it is resubmitted under section 87(1):

In order for the amendment documents to be finalised in a timely manner, please ensure the following:

- the maps in the modified document accurately reflect the intentions of the amendment as detailed in the amending text; and
- in carrying out modification to the amendment document, previous Council resolutions pursuant to clauses 35(1), 41(3) and/or 50(3) are not to be modified.

Please forward two copies of the modified amendment document directly to the Albany office and email the final modified text of the amendment, in word format, to schemes@dplh.wa.gov.au to assist in limiting Government Gazette publishing costs.

Please direct any queries about this matter to Melinda Lyons on 9892 7304 or melinda.lyons@dplh.wa.gov.au



Yours sincerely

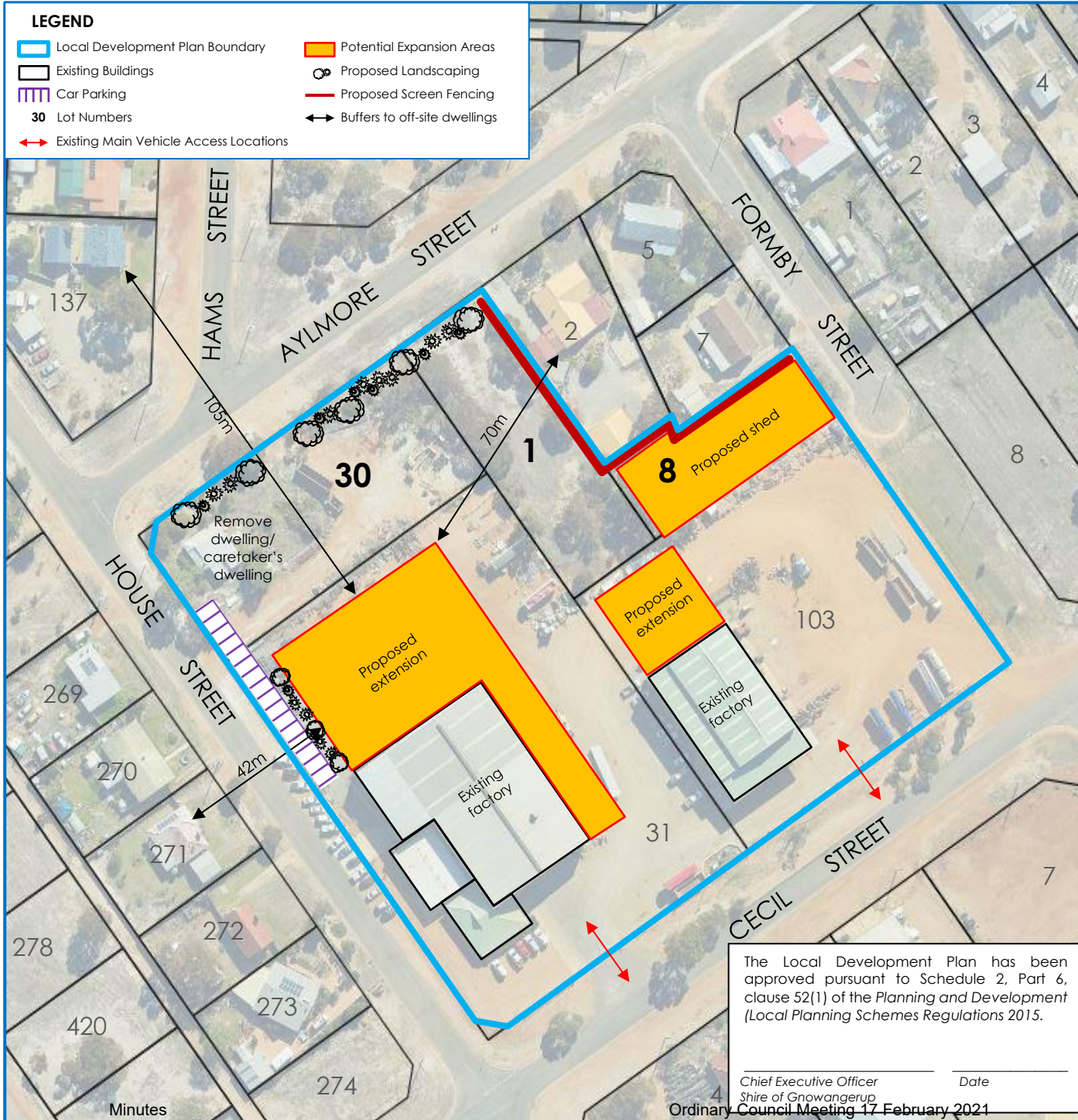
Ms Sam Fagan
Secretary
Western Australian Planning Commission

14/01/2021

Encl.
(The two documents will be posted to you today)

LEGEND

-  Local Development Plan Boundary
-  Existing Buildings
-  Car Parking
- 30** Lot Numbers
-  Existing Main Vehicle Access Locations
-  Potential Expansion Areas
-  Proposed Landscaping
-  Proposed Screen Fencing
-  Buffers to off-site dwellings



The Local Development Plan has been approved pursuant to Schedule 2, Part 6, clause 52(1) of the Planning and Development (Local Planning Schemes Regulations 2015).

Chief Executive Officer _____ Date _____
 Shire of Gnowangerup
 Ordinary Council Meeting 17 February 2021

**LOCAL DEVELOPMENT PLAN PROVISIONS - LOTS 1 AND 30
 AYLMORE STREET, LOTS 8 AND 103 FORMBY STREET AND LOT
 31 HOUSE STREET, GNOWANGERUP**

Relationship to Shire of Gnowangerup Local Planning Scheme No.2

- A. The provisions of the Shire of Gnowangerup Local Planning Scheme No. 2 (LPS2) are to be met unless varied as detailed within this Local Development Plan (LDP).
- B. All other requirements of LPS2 shall be satisfied in all other matters including land use permissibility.

Zoning

- 1. The site is zoned 'Industry' with Restricted Use No. 1 applying to Lot 1 Aylmore Street and Lot 8 Formby Street.

Streetscape

- 2. The building setback from the Formby Street boundary can be reduced to a nil setback if appropriately justified by the applicant through a Development Application.

Noise Attenuation

- 3. An acoustic assessment is to be prepared to support a Development Application in the area subject to Restricted Use No. 1. The assessment is to be in accordance with the Environmental Protection (Noise) Regulations 1997 which identifies noise mitigation measures.
- 4. Prescribed operational hours are to address the Environmental Protection (Noise) Regulations 1997 and will be addressed through conditions of development approval. As a guide, operational hours are generally 7.00am to 7.00pm Monday to Saturdays for full operations. Duraquip are permitted to commence work prior to 7.00am or after 7.00pm provided it is for non-noisy activities.

- 5. All operations on the site are to address the Environmental Protection (Noise) Regulations 1997.
- 6. Buildings on Lot 1 Aylmore Street and Lot 8 Formby Street are to be setback at least 3 metres to the property boundary adjoining residential properties. The buildings are to provide a suitable acoustic wall adjoining the residential properties and the buildings are to have no or minimal openings towards adjoining residential properties.

Landscaping and screen fencing

- 7. Landscaping and screen fencing are required to be installed along the full extent of the adjoining boundaries to the Residential zone.
- 8. Landscaping is to be appropriately provided generally in accordance with the LDP and then maintained by the landowner.

Access and Parking

- 9. The location of vehicle access points is to generally accord with the LDP.
- 10. Trucks are to access and leave the site via Cecil Street and are not to use Aylmore Street, Formby Street or House Street.
- 11. Car parking is to be located as generally outlined on the LDP.

LOCAL DEVELOPMENT PLAN

Lots 1 and 30 Aylmore Street, Lots 8 and 103 Formby Street and Lot 31 House Street, Gnowangerup

Cr M Creagh declared a Financial Interest in Item 12.3 as he is the proponent of Item 12.3 and left the meeting at 4:39pm.

12.3	REQUEST TO PURCHASE/LEASE COMMERCIAL/LIGHT INDUSTRIAL LAND, ONGERUP SALEYARDS AREA
Location:	Reserve 28979 (Lot 184), Ongerup
Proponent:	Ongerup Farm Supplies
File Ref:	
Date of Report:	1 st February 2021
Business Unit:	Strategy & Governance
Officer:	Phil Shephard - Planning Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Applicant's letter

PURPOSE OF THE REPORT

To consider the applicant's request to support the release of part of Reserve 28979 (Lot 184) to enable them to store empty chemical containers away from their existing commercial premises in town.

BACKGROUND

Council has been pursuing the release of additional land in Ongerup for commercial/industrial and residential uses since 2017 in conjunction with the Ongerup Community Development Group.

COMMENTS

Reserve 28979 (total area of 2.3407 hectares) is shown in the aerial images below and comprises the saleyards/parking area, tracks, remnant vegetation/creek line and adjoins the Shire Depot.



The present Management Order requires Reserve 28979 to be used for Saleyards and the land is contained within the Public Purposes (Saleyards) Local Scheme Reservation under Local Planning Scheme No. 2 which reflects its historic/current use.

The release of the land for private sale is expected to take some time to resolve through the Department of Planning, Lands and Heritage and the leasing of the land maybe able to be achieved in the meantime whilst the request to purchase the land is being considered by the Department.

To facilitate the request, staff would recommend that the Department of Planning, Lands and Heritage change the purpose of Reserve 28979 to include the proposed storage use (and retain Saleyards) and provide Council with the power to lease the land. Council would then have the authority to lease all or portion of the reserve for the approved purpose (generally for any term not exceeding 21 years).

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Mick Creagh (Ongerup Farm Supplies).

LEGAL AND STATUTORY REQUIREMENTS

Land Administration Act 1997 – The Act is the primary legislation dealing with the management of Crown land and is administered by the Minister for Lands/Department of Planning, Lands and Heritage. The Act provides for the creation, modification, administration, and management of reserves.

Local Government Act 1995 – The future sale/leasing of any of the land would be subject to Section 3.58 'Disposing of Property' of the Act which sets out the process and procedure for a local government disposing of land.

POLICY IMPLICATIONS

There are no Local Planning Policies that apply to this report.

IMPACT ON CAPACITY

Nil.

RISK MANAGEMENT CONSIDERATIONS

Strategic Risk Category	Compliance
Consequence Rating	Insignificant
Likelihood Rating	Unlikely
Acceptance Rating	Low
Risk Acceptance Criteria	Acceptable. Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring

FINANCIAL IMPLICATIONS

The proposal to change the reserve purpose and request the power to lease does not require payment of any application fee to the Minister for Lands/Department of Planning, Lands and Heritage.

The Shire holds the Management Order for the reserve, and this requires the Shire to manage and maintain the land. The proposed future release of the land would reduce the Shire's existing requirement to budget and fund maintenance of those areas of reserve.

STRATEGIC IMPLICATIONS

The report impacts on the following item in the Strategic Community Plan 2017 – 2027 as follows:

Strategic Focus	Built Environment and Infrastructure
Goals:	A built environment and infrastructure that supports the community and the economy
Outcome 3.1:	<ul style="list-style-type: none"> • Appropriate planning and development
Strategy 3.1.2	Provide planning and development advice on land developments.

Strategic Focus	Governance and Organisation
Goals:	Proactive leadership, good governance and efficient service delivery
Outcome 5.1:	<ul style="list-style-type: none"> • Strategic governance and leadership
Strategy 5.1.5	Ensure compliance with Local Laws and statutory requirements.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

The Council has a number of options available to it, which are discussed below:

1 Not support the proposal

The Council can choose to not support the proposal. If this option was chosen, the reserve would be restricted to saleyard purposes.

2 Support the proposal

The Council can choose to support the proposal, in part or whole. If this option were chosen, the Shire would then formally request the Minister for Lands/Department of Planning, Lands and Heritage approve the change of reserve purpose and enable the Council to lease the land.

3 Defer the proposal

The Council can choose to defer the matter and seek additional information or undertake consultation with the public, if deemed necessary, before proceeding to make a decision.

As the reserves are Crown Land, the Council's decision will form a recommendation to the State Government and the ultimate decision will be made by the Minister for Lands or their delegate at the Department of Planning, Lands and Heritage.

CONCLUSION

The request to provide a site for storage of used chemical containers away from the Ongerup townsite has merit. The change to the approved use for Reserve 28979 and power to lease the land initially, whilst the request to acquire the land is being considered by the Department of Planning, Lands and Heritage, should be pursued.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr R House

Seconded: Cr K House

0221.06 That Council:

Requests the Minister for Lands/Department of Planning, Lands and Heritage change the purpose of Reserve 28979 (Lot 184) Ongerup to include both Saleyards and Storage Purposes and include the power for the Shire of Gnowangerup to lease land within the reserve for a maximum period of 21-years.

UNANIMOUSLY CARRIED: 7/0

Cr M Creagh returned to the meeting at 4:41pm.

Shire President Fiona Gaze informed Cr M Creagh about the voting outcome of Item 12.3.

Staff member Phil Shepard left the room at 4:41pm.



Ongerup Farm Supplies

ABN: 15 769 520 537

PO Box 8 ONGERUP WA 6336

farmsupplies@ongerup.com.au

Ph: 08 9828 2288 Fax: 08 9828 2008

Mick Creagh: 0427 641 044 Harry Creagh: 0400 184 764



Locals Supporting Locals



13/01/2021

Bob Jarvis

Chief Executive Officer

Shire Of Gnowangerup

Dear Bob

I am writing to express an interest in purchasing or leasing a commercial or light industrial block of land in, or just out of the Ongerup townsite.

A large part of my business is involved in the supply of agricultural chemical for the broadacre farming industry. At certain times of the year we store large volumes of chemical in our approved chemical storage sheds which have the required bunding. All chemical comes in sealed containers of various sizes and leakage and emission of any smell should be negligible.

As part of our service to our farming clients we also collect their empty chemical containers and store them on our premises until we have sufficient quantities to have collected and trucked to Perth to be cleaned and refilled. As is normal practice in this industry, we stack the empty containers outside the shed in our yard, as the shed is often fully utilised for storing full containers of chemical. Under normal circumstances this should not cause a problem, as the containers are designed to remain fully sealed even when empty and shouldn't emit any smell. Unfortunately, at times, for one reason or another, some containers come back with their lids removed or damaged, which means that they sometimes emit a smell from remnant chemical and this can cause discomfort for residents of neighbouring properties.

I feel that the best solution to this problem would be for us to have access to a block of land away from any residential properties, which we could fence off and use solely for storing the empty containers. The land would need to be situated such that we could access it with a road train for picking up the containers.

It has recently come to my attention that there may be some blocks of land which could be rezoned as commercial, that are behind the Shire Depot and adjacent to the old saleyards, just outside the Ongerup townsite. I understand that this land is currently unallocated

Crown land and that the Shire would need to apply to the state government to have these blocks rezoned and made available for allocation by the shire.

I wish to request that the Shire of Gnowangerup sets this process in motion and hope that in time I may be able to purchase or lease one of these blocks for the use already described.

I believe that this outcome will be of benefit to my business and also to all the residents of the town of Ongerup.

Yours sincerely

Mick Creagh

12.4 STANDING ORDERS LOCAL LAW 2021

Location:	N/A
Proponent:	N/A
File Ref:	
Date of Report:	5 th February 2021
Business Unit:	Strategy and Governance
Officer:	Ian Graham – Deputy CEO
Disclosure of Interest:	Nil

ATTACHMENTS

- *Shire of Gnowangerup Standing Orders Local Law 2021*

PURPOSE OF THE REPORT

To propose that Council makes a Standing Orders Local Law 2021.

BACKGROUND

At its meeting held on 25th November 2020, Council adopted a draft Shire of Gnowangerup Standing Orders Local Law. The draft local law was advertised for public comment, and copies sent to the Minister for Local Government as required by s3.12 of the Local Government Act 1995.

COMMENTS

Under the Local Government Act 1995 (the Act), Local Governments are required to carry out periodic reviews of their local laws to determine whether they should be repealed or amended. As part of the Shire's ongoing review of its local laws, the Shire's current Standing Orders Local Law 2016 (current local law) was identified as in need of review and amendment.

As noted in the report to Council at the November 2020 Ordinary Council meeting, the Shire's current local law has been compared against the WALGA model Local Government (Council Meetings) Local Law and various current Standing Orders/Meeting Procedures Local Laws recently adopted by other Councils in WA. A new Shire of Gnowangerup Standing Orders Local Law 2021 (proposed local law) was drafted for consideration by the Council. Various changes, ranging from grammatical to substantive, were made. Overall the changes are not significant, noting that the Local Government Act is currently in the final stages of a review and a new Act may be in place within 2-3 years.

CONSULTATION

WALGA model LG Standing Orders Local Law, various current WA LG Council Standing Orders Local Laws. Workshop with Council.

A local government is to give state-wide and local public notice stating that it proposes to make a local law, the purpose and effect of which is summarized in the notice for a period of 6 weeks after it first appears.

The draft local law was advertised for public comment, closing on Friday 29th January 2021. No comments were received from the public. A copy of the draft Local Law was also sent to the

Minister in accordance with s3.12(3)(b). The Minister responded on Friday 5th February 2021 and recommended the following:

1. Enacting provision

Currently, the enacting provision states that the local law was made on 25 November 2020. This date is incorrect, since the local law is still in the drafting phase and yet to be finalized.

The Shire should ensure the correct date is mentioned when the final draft is submitted to the council for endorsement.

2. Minor edits

- *The local law will be made in 2021. It is suggested that the local law's title and citation be updated accordingly.*
- **Contents** – *In item 3.8 change "Presding" to "Presiding".*
- **Clause 1.4** – *Remove the bold from "15th November 2016"*
- **Clause 7.2** – *The recording of minutes is sufficiently covered by the Local Government Act. The clause can be deleted or alternatively, replaced with "The preservation of minutes is dealt with in the Act".*
- **Part 9** – *Remove the excess space between clause 9.1 and 9.2.*
- **Clause 12.7(1)** *refers to a deferral under clause 3.7. However, clause 3.7 deals with the confirmation of minutes. The Shire may wish to double check this reference.*
- **Clause 19.1:** *After "and" insert "and where the offence is of a continuing nature,"*

The Shire should also ensure that all references and cross references are accurate, particularly if any edits to the draft are made as a result of the Department's comments.

The above recommended amendments have been made to the Shire of Gnowangerup Standing Orders Local law 2021 as attached.

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995 (s3.12 and s3.5)

Local Government (Functions & General) Regulations 1996 (Reg.3)

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.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

An alternative option would be not to adopt the proposed new standing Orders Local Law 2021 and retain the current Standing Orders Local Law 2016. However, the 2016 version does not reflect the current legislation and practices, or the Standing Orders currently in use.

Adoption of the draft Standing Orders Local Law 2021 is recommended in order to ensure compliance with current legislation and practices, and align the Standing Orders used with the Shire's Standing Orders Local Law.

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr R House

0221.07 That Council:

- 1. In accordance with section 3.12(4) of the Local Government Act 1995, adopts the Shire of Gnowangerup Standing Orders Local Law 2021 as attached to the report to Council;**
- 2. In accordance with s3.12(5) of the Local Government Act 1995, directs the CEO to cause the local law be published in the Government Gazette and a copy sent to the Ministers for Local Government and Emergency Services;**
- 3. After Gazettal, in accordance with s3.12(6) of the Local Government Act 1995, directs the CEO to give local public notice:**
 - a. Stating the title of the local law;**
 - b. Summarising the purpose and effect of the local law (specifying the day on which it comes into operation); and**
 - c. Advising that copies of the local law may be inspected or obtained from the Shire office.**
- 4. Following Gazettal, in accordance with the Local Laws Explanatory Memoranda Directions as issued by the Minister on 12 November 2010, directs that a copy of the local law and a duly completed explanatory memorandum signed by the President and Chief Executive Officer be sent to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.**

CARRIED BY ABSOLUTE MAJORITY:8/0

SHIRE OF GNOWANGERUP

STANDING ORDERS LOCAL LAW 2021

Shire of Gnowangerup

Standing Orders Local Law 2021

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LOCAL GOVERNMENT ACT 1995

SHIRE OF GNOWANGERUP

STANDING ORDERS LOCAL LAW 2021

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Gnowangerup resolved on 17th February 2021 to make the following local law.

PART 1–PRELIMINARY

1.1 Citation

This local law is the *Shire of Gnowangerup Standing Orders Local Law 2021*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

All meetings of the Council, Committees and electors are to be conducted in accordance with the Act, the Regulations and this local law.

1.4 Repeal

The *Shire of Gnowangerup Standing Orders Local Law 2016* published in the *Government Gazette* on 15th November 2016 is repealed.

1.5 Interpretation

(1) In these this local law, unless the contrary intention appears:

Act means the *Local Government Act 1995*;

absolute majority has the same meaning as given to it in the Act;

CEO means the Chief Executive Officer of the local government;

Committee means a Committee of the Council established under the Act;

Council means the Council of the local government;

Councillor has the same meaning as is given to it in the Act;

deputation means a verbal submission at a Council or Committee meeting on an agenda item made by a person who has a direct interest in the agenda item;

employee means an employee of the local government;

implement in relation to a decision, includes–

- (a) communicate notice of the decision to a person affected by, or with an interest in, the decision; and
- (b) take other action to give effect to the decision;

local government means the Shire of Gnowangerup;

member

- (a) in relation to the Council means the President or a Councillor; and
- (b) in relation to a Committee, means a member of the Committee;

Minister means the Minister responsible for administering the Act;

motion means a proposition presented to the Council for its deliberation;

President means the President of the local government;

Presiding Member means

- (a) in respect of the Council, the Presiding Member in accordance with the Act;
and
- (b) in respect of a Committee, the Presiding Member in accordance with the Act;

Regulations means the *Local Government (Administration) Regulations 1996*;

simple majority means more than 50% of members present and voting;

substantive motion means an original motion or an original motion as amended, but does not include an amendment or a procedural motion; and

urgent business means business dealt with in accordance with clause 3.10.

- (2) Unless otherwise defined, the terms used in this local law have the meaning given to them in the Act and the Regulations.

PART 2–CALLING MEETINGS

2.1 Ordinary and special Council meetings

- (1) Ordinary and special Council meetings are dealt with in the Act.
- (2) An ordinary meeting of the Council held on a monthly basis or otherwise as determined by the Council, is for the purpose of considering and dealing with the ordinary business of the Council.
- (3) A special meeting of the Council is held for the purpose of considering and dealing with Council business that is urgent, complex in nature, for a particular purpose or confidential.

2.2 Calling Council meetings

The calling of Council meetings is dealt with in the Act.

2.3 Convening Council meetings

The convening of Council meetings is dealt with in the Act.

2.4 Calling Committee meetings

The CEO is to call a meeting of any Committee when requested to do so verbally or in writing by—

- (a) the President or the Presiding Member of a Committee; or
- (b) any two members of the Committee; or
- (c) if so decided by the Council.

2.5 Public notice of meeting

Public notice of meetings is dealt with in the Regulations.

2.6 Production of documents

- (1) In this clause the term *document* means a deed, book, report, paper or any other written material whatsoever or any other recorded or stored information.
- (2) Upon the request of a member, made at least 8 hours before a meeting, the CEO is to make available by the commencement of the meeting, any document of the local government that relates to an item on the agenda for the meeting.
- (3) Any document requested may be made available in the Council Chamber or in a place to which members have reasonable access within the Council's administration building.
- (4) Notwithstanding subclause (1), (2) and (3), if the CEO considers that any document requested is confidential, the CEO may make it available in any circumstances necessary to protect the integrity of that document.

2.7 Conference of Committees

Any two or more Committees may confer together by mutual agreement on any matter of joint interest.

PART 3—BUSINESS OF THE MEETING

3.1 Business to be specified in the agenda

- (1) No business is to be transacted at any ordinary meeting of the Council other than that specified in the agenda, without the approval of the Presiding Member or a decision of the Council or Committee.
- (2) No business is to be transacted at a special meeting of the Council other than that given in the notice as the purpose of the meeting.
- (3) No business is to be transacted at a Committee meeting other than that specified in the agenda of the meeting, without the approval of the Presiding Member or a decision of the Committee.

- (4) No business is to be transacted at an adjourned meeting of the Council or a Committee other than that–

- (a) specified in the agenda of the meeting which had been adjourned; and
- (b) which remains unresolved,

except in the case of an adjournment to the next ordinary meeting of the Council or the Committee, when the business unresolved at the adjourned meeting is to have precedence at that ordinary meeting.

3.2 Order of business

- (1) Unless otherwise decided by the Council the order of business at any ordinary meeting of the Council is to be as follows–

- 1. Opening and announcement of visitors
- 2. Acknowledgement of Country
- 3. Attendance/apologies/approved leave of absence
- 4. Application for leave of absence
- 5. Response to questions taken on notice
- 6. Public question time
- 7. Declarations of financial interests and interests affecting impartiality
- 8. Petitions/deputations/presentations
- 9. Confirmation of previous meeting minutes
- 10. Announcements by Elected Members without discussion
- 11. Reports for Decision
- 12. Reports for Decision – Confidential Items
- 13. Urgent business introduced by decision of Council
- 14. Motions of which previous notice has been given
- 15. Date of next meeting
- 16. Closure.

- (2) Unless otherwise decided by the members present, the order of business at any special meeting of the Council or at a Committee meeting is to be the order in which that business stands in the agenda of the meeting.

- (3) Notwithstanding subclauses (1) and (2) in the order of business for any meeting of the Council or a Committee, the provisions of the Act and Regulations relating to the time at which public question time is to be held are to be observed.

- (4) Notwithstanding subclause (1), the CEO may include on the agenda of a Council or Committee meeting in an appropriate place within the order of business any matter which must be decided, or which he or she considers is appropriately decided, by that meeting.

3.3 Public question time

- (1) Procedures for public question time are dealt with in the Act and Regulations.
- (2) A member of the public who raises a question during question time is to state his or her name and address.

- (3) Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any member or employee.

3.4 Questions by members of which due notice has been given

- (1) A question on notice is to be given by a member in writing to the CEO at least 2 clear working days before the meeting at which it is raised.
- (2) If the question referred to in subclause (1) is in order, the answer is, so far as is practicable, to be included in written form in the agenda of the meeting, or otherwise tabled at that meeting.
- (3) Every question and answer is to be submitted as briefly and concisely as possible and no discussion is to be allowed thereon, unless with the consent of the Presiding Member.

3.5 Petitions

- (1) A petition, in order to be effective, is to—
 - (a) be addressed to the President;
 - (b) be made by electors of the district;
 - (c) state the request on each page of the petition;
 - (d) contain the names, addresses and signatures of the electors making the request, and the date each elector signed;
 - (e) contain a summary of the reasons for the request;
 - (f) state the name of the person upon whom, and an address at which, notice to the petitioners can be given;
 - (g) be in the form prescribed by the Act and *Local Government (Constitution) Regulations 1998* if it is—
 - (i) a proposal to change the method of filling the office of President; or
 - (ii) a submission about changes to wards, the name of a district or ward or the number of Councillors for a district or ward.
- (2) Following the presentation of a petition a member may move that the Council receive the petition and refer it to an appropriate Committee for consideration.

3.6 Deputations

- (1) A deputation wishing to be received by the Council or a Committee is to apply in writing to the CEO who is to forward the written request to the President, or the Presiding Member as the case may be.
- (2) The President, if the request is to attend a Council meeting, or the Presiding Member of the Committee, if the request is to attend a meeting of a Committee, may either approve the request, in which event the CEO is to invite the deputation to attend a meeting of the Council or Committee as the case may be, or may instruct the CEO to refer the request to the Council or Committee to decide by simple majority whether or not to receive the deputation.
- (3) A deputation invited to attend a Council or Committee meeting—

- (a) is not to exceed 3 persons, all of whom may address or respond to specific questions from the members of the Council or Committee; and
 - (b) is not to address the Council or Committee for a period exceeding 15 minutes without the agreement of the Council or the Committee as the case requires.
- (4) Any matter which is the subject of a deputation to the Council or a Committee is not to be decided by the Council or that Committee until the deputation has completed its presentation.

3.7 Confirmation of minutes

- (1) When minutes of a meeting are submitted to an ordinary meeting of the Council or Committee for confirmation, if a member is dissatisfied with the accuracy of the minutes, then he or she is to—
- (a) state the item or items with which he or she is dissatisfied; and
 - (b) propose a motion clearly outlining the alternative wording to amend the minutes.
- (2) Discussion of any minutes, other than discussion as to their accuracy as a record of the proceedings, is not permitted.

3.8 Announcements by the Presiding Member

- (1) At any meeting of the Council or a Committee the Presiding Member may announce or raise any matter of interest or relevance to the business of the Council or Committee, or propose a change to the order of business.
- (2) Any member may move that a change in order of business proposed by the Presiding Member not be accepted and if carried by a majority of members present, the proposed change in order is not to take place.

3.9 Matters for which meeting may be closed to members of the public

For the convenience of members of the public, the Council or Committee may identify by decision any matter on the agenda of the meeting requiring confidential consideration and that matter is to be deferred for consideration as the last item of the meeting.

3.10 Motions of which previous notice has been given

- (1) Unless the Act, Regulations or this local law otherwise provide, a member may raise at a meeting such business as he or she considers appropriate, in the form of a motion, of which notice has been given in writing to the CEO and which has been included in the agenda.
- (2) A notice of motion under subclause (1) is to be given at least 7 clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good government of persons in the district.
- (4) The CEO—

- (a) with the concurrence of the President, may exclude from the agenda any notice of motion deemed to be out of order or likely to involve a breach of this local law or any other written law; or
 - (b) may after consultation with the member who gave notice of the motion make such amendments to the form but not the substance thereof as will bring the notice of motion into due form; and
 - (c) may under his or her name provide relevant and material facts and circumstances pertaining to the notice of motion on such matters as policy, budget and law.
- (5) A motion of which notice has been given is to lapse unless–
- (a) the member who gave notice thereof, or some other member authorised by him or her in writing moves the motion when called on; or
 - (b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.
- (6) If a notice of motion is given and lapses in the circumstances referred to in subclause (5)(a), notice of motion in the same terms or the same effect is not to be given again for at least 3 months from the date of such lapse.

3.11 Urgent business approved by the Presiding Member or by decision

- (1) Subject to subclauses (2) and (3), in cases of extreme urgency or other special circumstance, matters may, with the consent of the Presiding Member, or by decision of the members present, be raised without notice and decided by the meeting.
- (2) Before a matter may be raised under subclause (1) the Presiding Member or a member otherwise seeking to raise the matter is to state why the matter is considered to be of extreme urgency or other special circumstance.
- (3) If a member of the Council or Committee as the case requires, objects to a matter being raised without notice, any decision of the Council or Committee in regard to that matter does not have effect unless it has been made by an absolute majority.

3.12 Attending Committee meetings as an observer

- (1) The President or a Councillor may attend any meeting of a Committee as an observer, even if the President or Councillor is not a member of that Committee.
- (2) A deputy to a member of a Committee appointed under clause 17.2 may attend a meeting of that Committee as an observer, even if the deputy is not acting in the capacity of the member.
- (3) The President or Councillor in the case of subclause (1), or deputy to a member attending a Committee meeting as an observer in the case of subclause (2) may, with the consent of the Presiding Member, speak, but cannot vote on any motion before the Committee.

PART 4—PUBLIC ACCESS TO AGENDA MATERIAL

4.1 Inspection entitlement

Members of the public have access to agenda material in the terms set out in the Regulations.

4.2 Confidentiality of information withheld

- (1) Information withheld by the CEO from members of the public under the Regulations, is to be—
 - (a) identified in the agenda of a Council or Committee meeting under the item “Matters for which meeting may be closed to members of the public”; and
 - (b) marked “confidential” in the agenda; and
 - (c) kept confidential by members and employees until the Council or Committee resolves otherwise.
- (2) A member or an employee who has—
 - (a) confidential information under subclause (1); or
 - (b) information that is provided or disclosed for the purposes of or during a meeting, or part of a meeting, that is closed to the public,is not to disclose such information to any person other than a member or an employee to the extent necessary for the purpose of carrying out his or her duties.
- (3) Subclause (2) does not prevent a member or employee from disclosing information—
 - (a) at a closed meeting;
 - (b) to the extent specified by the Council and subject to such other conditions as the Council determines;
 - (c) that is already in the public domain;
 - (d) to an officer of the Department;
 - (e) to the Minister;
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

4.3 Media attendance

Media persons are to be permitted to attend meetings of the Council or Committees that are open to the public, in such part of the Council Chamber or meeting room as may be set aside for their accommodation, but must withdraw during any period when the meeting is closed to the public.

4.4 Distinguished visitors

If a distinguished visitor is present at a meeting of the Council or a Committee, the Presiding Member may –

- (a) invite the person to sit beside the Presiding Member or at the meeting table;
- (b) acknowledge the presence of the distinguished visitor at an appropriate time during the meeting; and
- (c) direct that the presence of the distinguished visitor be recorded in the minutes.

PART 5–DISCLOSURE OF INTERESTS

5.1 Disclosure of interests

Disclosure of interests is dealt with in the Act.

PART 6–QUORUM

6.1 Quorum for meetings

The quorum for meetings is dealt with in the Act.

6.2 Loss of quorum during a meeting

- (1) If at any time during the course of a meeting of the Council or a Committee a quorum is not present–
 - (a) in relation to a particular matter because of a member or members leaving the meeting after disclosing a financial interest, the matter is adjourned until either–
 - (i) a quorum is present to decide the matter; or
 - (ii) the Minister allows a disclosing member or members to preside at the meeting or to participate in discussions or the decision making procedures relating to the matter under the Act; or
 - (b) because of a member or members leaving the meeting for reasons other than disclosure of a financial interest, the Presiding Member is to suspend the proceedings of the meeting for a period of ten minutes, and if a quorum is not present at the end of that time, the meeting is deemed to have been adjourned and the Presiding Member is to reschedule it to some future time or date having regard to the period of notice which needs to be given under the Act, Regulations, or this local law when calling a meeting of that type.
- (2) Where debate on a motion is interrupted by an adjournment under subclause (1)(b)–
 - (a) the debate is to be resumed at the next meeting at the point where it was so interrupted; and
 - (b) in the case of a Council meeting–
 - (i) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and
 - (ii) the provisions of clause 9.5 of this local law apply when the debate is resumed.

PART 7–KEEPING OF MINUTES

7.1 Content of minutes

The content of minutes is dealt with in the Regulations.

7.2 Preservation of minutes

The preservation of minutes is dealt with in the Act.

PART 8–CONDUCT OF PERSONS AT COUNCIL AND COMMITTEE MEETINGS

8.1 Official titles to be used

Members of the Council are to speak of each other in the Council or Committee by their respective titles of President or Councillor. Members of the Council, in speaking of or addressing employees, are to designate them by their respective official titles.

8.2 Members to occupy own seats

- (1) At the first meeting held after each election day, the President is to allocate a position at the Council table to each Member.
- (2) Each Member is to occupy his or her allotted position at each Council meeting.

8.3 Leaving meetings

During the course of a meeting of the Council or a Committee no member is to enter or leave the meeting without first advising the Presiding Member, in order to facilitate the recording in the minutes of the time of entry or departure.

8.4 Adverse reflection

No member of the Council or a Committee is to use offensive or objectionable expressions in reference to any member, employee of the Council, or any other person.

8.5 Recording of proceedings

- (1) No person is to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or a Committee without the written permission of the Council.
- (2) If the Council gives permission under subclause (1), the Presiding Member is to advise the meeting, immediately before the recording is commenced, that such permission has been given and the nature and extent of that permission.
- (3) If a member of the Council or Committee specifically requests, immediately after their use, that any particular words used by a member be recorded in the minutes, the Presiding Member is to cause the words used to be taken down and read to the meeting for verification and to then be recorded in the minutes.

8.6 Prevention of disturbance

- (1) Any member of the public addressing the Council or a Committee is to extend due courtesy and respect to the Council or Committee and the processes under which they operate and must take direction from the Presiding Member whenever called upon to do so.
- (2) No person observing a meeting, is to create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

PART 9–CONDUCT OF MEMBERS DURING DEBATE

9.1 Members to rise

Every member of the Council wishing to speak is to indicate by show of hands or other method agreed upon by the Council. When invited by the Presiding Member to speak, members may rise and address the Council through the residing Member. 9.2 Priority

In the event of two or more members of the Council or a Committee wishing to speak at the same time, the Presiding Member is to decide which member is entitled to be heard first. The decision is not open to discussion or dissent.

9.2 The Presiding Member to take part in debates

Unless otherwise prohibited by the Act, and subject to compliance with procedures for the debate of motions contained in this local law, the Presiding Member may take part in a discussion of any matter before the Council or Committee as the case may be.

9.3 Relevance

Every member of the Council or a Committee is to restrict his or her remarks to the motion or amendment under discussion, or to a personal explanation or point of order.

9.4 Limitation of number of speeches

No member of the Council is to address the Council more than once on any motion or amendment before the Council unless they are the mover of a substantive motion in reply, raising a point of order or making a personal explanation.

9.5 Duration of speeches

All addresses are to be limited to a maximum of 5 minutes. Extension of time is permissible only with the agreement of a simple majority of members present, which is to be given without debate.

9.6 Members not to speak after conclusion of debate

No member of the Council or a Committee is to speak to any question after it has been put by the Presiding Member.

9.7 Members not to interrupt

No member of the Council or a Committee is to interrupt another member of the Council or Committee whilst speaking unless–

- (a) to raise a point of order;
- (b) to call attention to the absence of a quorum;
- (c) to make a personal explanation under clause 10.17; or
- (d) to move a motion under clause 11.1(e).

9.8 Re-opening discussion on decisions

No member of the Council or a Committee is to re-open discussion on any decision of the Council or Committee, except for the purpose of moving that the decision be revoked or changed.

PART 10–PROCEDURES FOR DEBATE OF MOTIONS

10.1 Permissible motions on report recommendations

A recommendation contained in a report to Council may be adopted without amendment or modification, failing which, it may be–

- (a) rejected by the Council and replaced by an alternative decision; or
- (b) amended or modified and adopted with such amendment or modification; or
- (c) referred back to a Committee or Council for further consideration.

10.2 Motions to be stated

Any member of the Council or a Committee who moves a substantive motion or amendment to a substantive motion is to state the substance of the motion before speaking to it.

10.3 Motions to be supported

No motion or amendment to a substantive motion is open to debate until it has been seconded, or, in the case of a motion to revoke or change the decision made at a Council or a Committee meeting, unless the motion has the support required under the Regulations.

10.4 Unopposed business

- (1) Upon a motion being moved and seconded, the Presiding Member may ask the meeting if any member opposes it.
- (2) If no member signifies opposition to the motion the Presiding Member may declare the motion in subclause (1) carried without debate and without taking a vote on it.

- (3) A motion carried under subclause (2) is to be recorded in the minutes as a unanimous decision of the Council or Committee.
- (4) If a member signifies opposition to a motion the motion is to be dealt with according to this Part.
- (5) This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or Committee meeting.

10.5 Only one substantive motion considered

When a substantive motion is under debate at any meeting of the Council or a Committee, no further substantive motion is to be accepted.

10.6 Breaking down of complex questions

The Presiding Member may order a complex question to be broken down and put in the form of several motions, which are to be put in sequence.

10.7 Order of call in debate

The Presiding Member is to call speakers to a substantive motion in the following order–

- (a) the mover to state the motion;
- (b) a seconder to the motion;
- (c) the mover to speak to the motion;
- (d) the seconder to speak to the motion;
- (e) a speaker against the motion;
- (f) a speaker for the motion;
- (g) other speakers against and for the motion, alternating in view, if any; and
- (h) mover takes right of reply which closes debate.

10.8 Limit of debate

The Presiding Member may offer the right of reply and put the motion to the vote if he or she believes sufficient discussion has taken place even though all members may not have spoken.

10.9 Member may require questions to be read

Any member may require the question or matter under discussion to be read at any time during a debate, but not so as to interrupt any other member whilst speaking.

10.10 Consent of seconder required to accept alteration of wording

The mover of a substantive motion may not alter the wording of the motion without the consent of the seconder.

10.11 Order of amendments

Any number of amendments may be proposed to a motion, but when an amendment is moved to a substantive motion, no second or subsequent amendment is to be moved or considered until the first amendment has been withdrawn or lost.

10.12 Amendments must not negate original motion

No amendment to a motion can be moved which negates the original motion or the intent of the original motion.

10.13 Mover of motion may speak on amendment

Any member may speak during debate on an amendment.

10.14 Substantive motion

If an amendment to a substantive motion is carried, the motion as amended then becomes the substantive motion, on which any member may speak and any further amendment may be moved (subject to clause 10.12).

10.15 Withdrawal of motion or amendments

Council or a Committee may, without debate, grant leave to withdraw a motion or amendment upon request of the mover of the motion or amendment and with the approval of the seconder provided that there is no voice expressed to the contrary view by any member, in which case discussion on the motion or amendment is to continue.

10.16 Limitation of withdrawal

Where an amendment has been proposed to a substantive motion, the substantive motion is not to be withdrawn, except by consent of the majority of members present, until the amendment proposed has been withdrawn or lost.

10.17 Personal explanation

No member is to speak at any meeting of the Council or a Committee, except upon the matter before the Council or Committee, unless it is to make a personal explanation. Any member of the Council or Committee who is permitted to speak under these circumstances is to confine the observations to a succinct statement relating to a specific part of the former speech which may have been misunderstood. When a member of the Council or Committee rises to explain, no reference is to be made to matters unnecessary for that purpose.

10.18 Personal explanation—when heard

A member of the Council or a Committee wishing to make a personal explanation of matters referred to by any member of the Council or Committee then speaking, is entitled to be heard immediately, if the member of the Council or Committee then speaking consents at the time, but if the member of the Council or Committee who is speaking declines to give way, the explanation is to be offered at the conclusion of that speech.

10.19 Ruling on questions of personal explanation

The ruling of the Presiding Member on the admissibility of a personal explanation is final unless a motion of dissent with the ruling is moved before any other business proceeds.

10.20 Right of reply

- (1) The mover of a substantive motion has the right of reply. After the mover of the substantive motion has commenced the reply, no other member is to speak on the question.
- (2) The right of reply is to be confined to rebutting arguments raised by previous speakers and no new matter is to be introduced.

10.21 Right of reply provisions

The right of reply is governed by the following provisions–

- (a) if no amendment is moved to the substantive motion, the mover may reply at the conclusion of the discussion on the motion;
- (b) if an amendment is moved to the substantive motion, the mover of the substantive motion is to take the right of reply subject to clause 10.12, at the conclusion of the vote on any amendments;
- (c) the mover of any amendment does not have a right of reply; and,
- (d) once the right of reply has been taken, there can be no further discussion, nor any other amendment and the original motion or the original motion as amended is immediately put to the vote.

PART 11–PROCEDURAL MOTIONS

11.1 Permissible procedural motions

In addition to proposing a properly worded amendment to a substantive motion, it is permissible for a member to move the following procedural motions:

- (a) that the Council or Committee proceed to the next business;
- (b) that the question be adjourned;
- (c) that the Council or Committee now adjourn;
- (d) that the question be now put;
- (e) that the member be no longer heard;
- (f) that the ruling of the Presiding Member be disagreed with; and
- (g) that the Council or Committee meet behind closed doors, if the meeting or part of the meeting to which the motion relates is a matter in respect of which the meeting may be closed to members of the public under the Act.

11.2 No debate on procedural motions

- (1) The mover of a motion stated in each of paragraphs (a), (b), (c), (f) and (g) of clause 11.1 may speak to the motion for not more than five minutes, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

- (2) The mover of a motion stated in each of paragraphs (d) and (e) of clause 11.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion.

11.3 Procedural motions - closing debate - who may move

No person who has moved, seconded, or spoken for or against the substantive motion, or any amendment may move any procedural motion which, if carried, would close the debate on the substantive motion or amendment.

11.4 Procedural motions - right of reply on substantive motion

The carrying of a procedural motion which closes debate on the substantive motion or amendment and forces a decision on the substantive motion or amendment does not deny the right of reply to the mover of the substantive motion.

PART 12–EFFECT OF PROCEDURAL MOTIONS

12.1 Council or Committee to proceed to the next business–effect of motion

The motion in clause 11.1(a), if carried, causes the debate to cease immediately and for the Council or Committee to move to the next business of the meeting. No decision will be made on the substantive motion being discussed, nor is there any requirement for the matter to be again raised for consideration.

12.2 Question to be adjourned–effect of motion

- (1) The motion in clause 11.1(b), if carried, causes all debate on the substantive motion or amendment to cease but to continue at a time stated in the motion.
- (2) If the motion is carried at a meeting of the Council–
 - (a) the names of members who have spoken on the matter are to be recorded in the minutes; and
 - (b) the provisions of clause 9.5 apply when the debate is resumed.

12.3 Council or Committee to now adjourn–effect of motion

- (1) The motion in clause 11.1(c), if carried, causes the meeting to stand adjourned until it is re-opened at which time the meeting continues from the point at which it was adjourned, unless the Presiding Member or a simple majority of members upon vote, determine otherwise.
- (2) Where debate on a motion is interrupted by an adjournment under subclause (1)–
 - (a) the debate is to be resumed at the next meeting at the point where it was so interrupted; and
 - (b) in the case of a Council meeting–

- (i) the names of members who have spoken on the matter prior to the adjournment are to be recorded in the minutes; and
- (ii) the provisions of clause 9.5 apply when the debate is resumed.

12.4 Question to be put—effect of motion

- (1) The motion in clause 11.1(d), if carried during discussion of a substantive motion without amendment, causes the Presiding Member to offer the right of reply and then immediately put the matter under consideration without further debate.
- (2) The motion in clause 11.1(d), if carried during discussion of an amendment, causes the Presiding Member to put the amendment to the vote without further debate.
- (3) The motion in clause 11.1(d), if lost, causes debate to continue.

12.5 Member to be no longer heard—effect of motion

The motion in clause 11.1(e), if carried, causes the Presiding Member to not allow the speaker against whom the motion has been moved to speak to the current substantive motion or any amendment relating to it, except to exercise the right of reply if the person is the mover of the substantive motion.

12.6 Ruling of the Presiding Member disagreed with—effect of motion

The motion in clause 11.1(f), if carried, causes the ruling of the Presiding Member about which this motion was moved, to have no effect and for the meeting to proceed accordingly.

12.7 Council or Committee to meet behind closed doors—effect of motion

- (1) Subject to any deferral under clause 3.9 or 3.10 or other decision of the Council or Committee, this motion, if carried, causes the general public and any officer or employee the Council or Committee determines, to leave the room.
- (2) While a decision made under this clause is in force the operation of clause 9.5 limiting the number of speeches a member of the Council may make, is suspended unless the Council decides otherwise.
- (3) Upon the public again being admitted to the meeting, the Presiding Member, unless the Council or Committee decides otherwise, is to cause the motions passed by the Council or Committee whilst it was proceeding behind closed doors to be read out including the vote of a member or members to be recorded in the minutes in accordance with the Act.
- (4) A person who is a Council member, a Committee member, or an employee is not to publish, or make public any of the discussion taking place on a matter discussed behind closed doors, but this prohibition does not extend to the actual decision made as a result of such discussion and other information properly recorded in the minutes.

PART 13–MAKING DECISIONS

13.1 Question–when put

When the debate upon any question is concluded and the right of reply has been exercised the Presiding Member shall immediately put the question to the Council or the Committee, and, if so desired by any member of the Council or Committee, shall again state it.

13.2 Question–method of putting

If a decision of the Council or a Committee is unclear or in doubt, the Presiding Member shall put the motion or amendment as often as necessary to determine the decision from a show of hands or other method agreed upon so that no voter's vote is secret, before declaring the decision.

PART 14–IMPLEMENTING DECISIONS

14.1 Implementation of a decision

- (1) If a notice of motion to revoke or change a decision of the Council or a Committee is received before any action has been taken to implement that decision, then no steps are to be taken to implement or give effect to that decision until such time as the motion of revocation or change has been dealt with, except that—
 - (a) if a notice of motion to revoke or change a decision of the Council or a Committee is given during the same meeting at which the decision was made, the notice of motion is of no effect unless the number of members required to support the motion under the Regulations indicate their support for the notice of motion at that meeting; and
 - (b) if a notice of motion to revoke or change a decision of the Council or a Committee is received after the closure of the meeting at which the decision was made, implementation of the decision is not to be withheld unless the notice of motion has the support in writing, of the number of members required to support the motion under the Regulations.
- (2) Implementation of a decision is only to be withheld under subclause (1) if the effect of the change proposed in a notice of motion would be that the decision would be revoked or would become substantially different.
- (3) The Council or a Committee shall not vote on a motion to revoke or change a decision of the Council or Committee whether the motion of revocation or change is moved with or without notice, if at the time the motion is moved or notice is given—
 - (a) action has been taken to implement the decision; or
 - (b) where the decision concerns the issue of an approval or the authorisation of a licence, permit or certificate, and where that approval or authorisation of a licence, permit or certificate has been put into effect by the Council in writing to the applicant or the applicant's agent by an employee of the Council authorised to do so; without having considered a statement of impact prepared by or at the direction

of the CEO of the legal and financial consequences of the proposed revocation or change.

PART 15–PRESERVING ORDER

15.1 The Presiding Member to preserve order

The Presiding Member is to preserve order, and may call any member or other person in attendance to order, whenever, in his or her opinion, there is cause for so doing.

15.2 Demand for withdrawal

A member at a meeting of the Council or a Committee may be required by the Presiding Member, or by a decision of the Council or Committee, to apologise and unreservedly withdraw any expression which is considered to reflect offensively on another member or an employee, and if the member declines or neglects to do so, the Presiding Member may refuse to hear the member further upon the matter then under discussion and call upon the next speaker.

15.3 Points of order–when to raise–procedure

- (1) Upon a matter of order arising during the progress of a debate, any member may raise a point of order including interrupting the speaker.
- (2) Any member, who is speaking when a point of order is raised, is to immediately stop speaking and be seated while the Presiding Member listens to the point of order.
- (3) A member raising a point of order is to specify one of the grounds of the breach of order before speaking further on the matter.
- (4) A member who is expressing a difference of opinion or contradicting a speaker is not to be taken as raising a point of order.

15.4 Points of order–when valid

The following are to be recognised as valid points of order–

- (a) that the discussion is of a matter not before the Council or Committee;
- (b) that offensive or insulting language is being used; and
- (c) drawing attention to the violation of any written law, or policy of the local government, provided that the member making the point of order states the written law or policy believed to be breached.

15.5 Points of order–ruling

- (1) The Presiding Member is to give a decision on any point of order which is raised by either upholding or rejecting the point of order.
- (2) If a member persists in any conduct that the Presiding Member had ruled out of order under this clause, the Presiding Member may direct the member to refrain from taking

part in the debate of that item, other than by voting and the member must comply with that direction.

15.6 Points of order—ruling conclusive, unless dissent motion is moved

The ruling of the Presiding Member upon any question of order is final, unless a majority of the members support a motion of dissent with the ruling.

15.7 Points of order take precedence

Notwithstanding anything contained in this local law to the contrary, all points of order take precedence over any other discussion and until decided, suspend the consideration and decision of every other matter.

15.8 Precedence of Presiding Member

- (1) When the Presiding Member rises during the progress of a debate, any member of the Council or Committee then speaking, or offering to speak, is to immediately sit down and every member of the Council or Committee present shall preserve strict silence so that the Presiding Member may be heard without interruption.
- (2) Subclause (1) is not to be used by the Presiding Member to exercise the right provided in clause 9.3, but to preserve order.

15.9 Right of the Presiding Member to adjourn without explanation to regain order

- (a) If a meeting ceases to operate in an orderly manner, the Presiding Member may use discretion to adjourn the meeting for a period of up to 15 minutes without explanation, for the purpose of regaining order.
- (b) Upon resumption, debate is to continue at the point at which the meeting was adjourned.
- (c) If, at any one meeting, the Presiding Member has cause to further adjourn the meeting, such adjournment may be to a later time on the same day or to any other day.
- (d) Where debate of a motion is interrupted by an adjournment under subclause (a), in the case of a Council meeting—
 - (i) the names of members who have spoken in the matter prior to the adjournment are to be recorded; and
 - (ii) the provisions of clause 9.5 apply when the debate is resumed.

PART 16—ADJOURNMENT OF MEETING

16.1 Meeting may be adjourned

The Council or a Committee may decide to adjourn any meeting to a later time on the same day, or to any other day.

16.2 Limit to moving adjournment

No member is to move or second more than one motion of adjournment during the same sitting of the Council or Committee.

16.3 Unopposed business - motion for adjournment

On a motion for the adjournment of the Council or Committee, the Presiding Member, before putting the motion, may seek leave of the Council or Committee to proceed to the transaction of unopposed business.

16.4 Withdrawal of motion for adjournment

A motion or an amendment relating to the adjournment of the Council or a Committee may be withdrawn by the mover, with the consent of the seconder, except that if any member objects to the withdrawal, debate of the motion is to continue.

16.5 Time to which adjourned

The time to which a meeting is adjourned for want of a quorum, by the Presiding Member to regain order, or by decision of the Council, may be to a specified hour on a particular day or to a time which coincides with the conclusion of another meeting or event on a particular day.

PART 17–COMMITTEES OF THE COUNCIL

17.1 Establishment and appointment of Committees

A Committee is not to be established except on a motion setting out the proposed functions of the Committee and either–

- (a) the names of the Council members, employees and other persons to be appointed to the Committee; or
- (b) the number of Council members, employees and other persons to be appointed to the Committee and a provision that they be appointed by a separate motion.

17.2 Appointment of deputy Committee members

- (1) The Council may appoint one or more persons to be the deputy or deputies, as the case may be, to act on behalf of a member of a Committee whenever that member is unable to be present at a meeting thereof and where two or more deputies are so appointed they are to have seniority in the order determined by the Council.
- (2) Where a member of a Committee does not attend a meeting thereof a deputy of that member, selected according to seniority, is entitled to attend that meeting in place of the member and act for the member, and while so acting has all the powers of that member.

17.3 Presentation of Committee reports

When the report or recommendations of a Committee are placed before the Council, the adoption of recommendations of the Committee is to be moved by–

- (a) the Presiding Member of the Committee if the Presiding Member is a Council Member and is in attendance; or
- (b) a Council member who is a member of the Committee, if the Presiding Member of the Committee is not a Council member, or is absent; or
- (c) otherwise, by a Council member who is not a member of the Committee.

17.4 Reports of Committees - questions

Subject to clause 10.1, when a recommendation of any Committee is submitted for adoption by the Council, any member of the Council may direct questions directly relating to the recommendations through the Presiding Member to the Presiding Member or to any member of the Committee in attendance.

17.5 This local law applies to Committees

Where not otherwise specifically provided, this local law applies generally to the proceedings of Committees, except that the following do not apply to the meeting of a Committee–

- (a) clause 8.2, in regard to seating;
- (b) clause 9.1, in respect of the requirement to rise; and
- (c) clause 9.5, limitation on the number of speeches.

PART 18–ADMINISTRATIVE MATTERS

18.1 Suspension of this local law

- (1) The Council or a Committee may decide, by simple majority vote, to suspend temporarily one or more clauses of this local law.
- (2) The mover of a motion to suspend temporarily any one or more clauses of this local law is to state the clause or clauses to be suspended, and the purpose of the suspension.

18.2 Cases not provided for in this local law

The Presiding Member is to decide questions of order, procedure, debate, or otherwise in cases where this local law and the Act and Regulations are silent. The decision of the Presiding Member in these cases is final, except where a motion is moved and carried under clause 11.1(f).

PART 19–ENFORCEMENT

19.1 Penalty for breach

A person who breaches a provision of this local law commits an offence.

Penalty: \$1,000 and where the offence is of a continuing nature, a daily penalty of \$100.

19.2 Who can prosecute

Who can prosecute is dealt with in the Act.

Dated _____

The Common Seal of the)
Shire of Gnowangerup)
was affixed by authority)
of a resolution of the)
Council in the presence of)

Cr Fiona Gaze
President

Bob Jarvis

Chief Executive Officer

**12.5 DONATION TO LORD MAYOR’S DISTRESS RELIEF FUND
(WOOROLOO AND HILLS BUSHFIRES)**

Location: N/A
Proponent: N/A
File Ref:
Date of Report: 5th February 2021
Business Unit: Corporate & Governance
Officer: Ian Graham – Deputy CEO
Disclosure of Interest: Nil

ATTACHMENTS

Nil

PURPOSE OF THE REPORT

To allow Council to consider making a donation to the Lord Mayor’s Distress Relief Fund (Wooroloo and Hill bushfires).

BACKGROUND

The Lord Mayor’s Distress Relief Fund (LMDRF) is Western Australia’s official State emergency fund.

The Lord Mayor’s Distress Relief Fund (LMDRF) was established in 1961, following the disastrous Dwellingup fires where 123 people were left homeless and the timber towns of Holyoake, Nanga Brook, Marrinup and Banksiadale were completely burnt out.

COMMENTS

The LMDRF was established in conjunction with the State Government to provide financial assistance to individuals for the alleviation and relief of distress, suffering and personal hardships, brought about by any disaster or emergency within Western Australia declared by the Western Australian Government or for which the LMDRF Board considers assistance is warranted.

Financial assistance from the Lord Mayor’s Distress Relief Fund supplements insurance cover, and people requesting relief funding should first claim from their insurance company and establish how much of the loss or damage incurred will be covered.

The LMDRF has now activated to help victims of the 2021 Wooroloo and Hills bushfires.

CONSULTATION

Nil.

LEGAL AND STATUTORY REQUIREMENTS

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

A donation will impact the current year budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-27

Theme: Sustainable Business Growth

Objective: Enhance and develop the tourism industry to promote growth and prosperity

Strategic Initiative: Develop partnerships to actively support visitor growth.

RISK MANAGEMENT CONSIDERATIONS:

Nil.

IMPACT ON CAPACITY

Nil.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Not to support the proposed donation, the implication being zero impact on the current year budget.

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr R House

0221.08 That Council:

Makes a donation to the Lord Mayor's Distress Relief Fund (Wooroloo and Hill bushfires) for the amount of \$4,000.00, which is considered as an appropriate amount for a Shire of the size of the Shire of Gnowangerup, funded from GL 03142 Members of Council – Donations and Grants.

CARRIED BY ABSOLUTE MAJORITY:8/0

12.6 2021 LOCAL GOVERNMENT ORDINARY ELECTION PROCESS

Location:	N/A
Proponent:	N/A
File Ref:	
Date of Report:	31 st January 2021
Business Unit:	Strategy and Governance
Officer:	Ian Graham – Deputy CEO
Disclosure of Interest:	Nil

ATTACHMENTS

- Letter from the WA Electoral Commission 16th December 2020

PURPOSE OF THE REPORT

To formalise the process for the conduct of the 2021 Shire of Gnowangerup Local Government elections.

BACKGROUND

The next Local Government elections are to be held on 16th October 2021. The Electoral Commission has provided an estimate of costs to assist in Council's 2020-21 budget deliberations, should Council decide to conduct a postal election facilitated by the Electoral Commission.

COMMENTS

Previously the Shire of Gnowangerup has appointed the Western Australian Electoral Commission to conduct a Postal Vote. Councils across Western Australia are permitted to conduct their elections using either the attendance or postal voting method. A summary of each voting method is listed below:

Attendance voting:

- Voters are required to attend a polling place within the municipality on election day
- Consistent with State and Federal election voting methods
- Usually lower voter participation rate compared to postal voting
- Incorrectly enrolled voters are more effectively managed
- Cost to conduct an attendance election is higher than a postal ballot.

Postal Voting

- No need for voters to attend a polling place on election day
- Provides more time for completing the ballot paper
- Better enables aged, infirm and disabled voters to participate in the election
- Higher voter participation rate compared with attendance voting
- More difficult to manage incorrectly enrolled voters
- Cost to run a postal election is less than an attendance election
- Generally, postal voting has resulted in lower levels of informal votes than attendance voting.

Many local governments in Western Australia are moving away from in-person voting to postal voting for their local elections for a variety of reasons and benefits. These include the associated costs, access, independent oversight and transparency.

The WA Electoral Commissioner is responsible for conducting postal elections in Western Australia and conducts voting in person election on request under the *Local Government Act 1995*.

Generally, postal voting promotes fairer elections by increasing the opportunity for participation by all groups in society. Typically, as with other aspects of electoral administration, the electoral management body is responsible for providing postal vote application forms and processing applications; in this case, the Western Australian Electoral Commissioner is responsible for this.

It is also widely accepted that, to ensure free and fair elections and to maintain transparency, electoral management bodies should be independent, both of the government of the day and of any political partisan connections. This is also true of local government where the election process must be seen as a transparent process.

CONSULTATION

WA Electoral Commission.

LEGAL AND STATUTORY REQUIREMENTS

The *Local Government Act 1995* – section 4.20(4)

The *Local Government Act 1995* – section 4.16(2)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The WA Electoral Commission estimated cost of for the 2021 election if conducted as a postal ballot is \$14,545.00 (exc. GST), based on the assumptions detailed in the letter from the WA Electoral Commission.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 4 A Sustainable and Capable Council

Objective: 1 Provide accountable and transparent leadership

Strategic Initiative: 1.4 Optimise opportunities for the community to access and participate in the decision making process

IMPACT ON CAPACITY

One Shire officer will be required to be present at the polling place on election day. As in the past this requirement will be managed by administrative staff and will not impact on the capacity of the organisation.

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Council could choose not to conduct a postal vote and instead manage the election in-house. This method could be considered to lack transparency and would incur staffing and travel costs in three locations and is therefore not recommended.

CONCLUSION

Previous elections which were conducted as postal voting achieved a voter participation rate much higher than an attendance vote. A postal vote also provides for independent oversight and transparency in the election process.

VOTING REQUIREMENTS

Absolute majority.

OFFICER RECOMMENDATION

Moved: Cr S Hmeljak

Seconded: Cr K O’Keeffe

0221.09 That Council:

- 1. Declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner be responsible for the conduct of the 2021 ordinary election together with any other elections or polls which may be required.**
- 2. Decides, in accordance with section 4.16(2) of the Local Government Act 1995 that the method of conducting the election will be as a postal election.**
- 3. Allocates an amount of \$14,545 (exc. GST) in the 2021-22 Annual Budget for WA Electoral Commission postal voting expenses, and**
- 4. Authorises the CEO to convey this information to the Western Australian Electoral Commissioner.**

CARRIED BY ABSOLUTE MAJORITY:8/0



LGE 028

Mr Bob Jarvis
Chief Executive Officer
Shire of Gnowangerup
28 Yougenup Road
GNOWANGERUP WA 6335

Dear Mr Jarvis

Local Government Ordinary Election: 2021

The next local government ordinary elections are being held on 16 October 2021. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2021/2022 budget preparations.

The estimated cost for the 2021 election if conducted as a postal ballot is \$16,000 inc GST, which has been based on the following assumptions:

- 775 electors
- response rate of approximately 55%
- 5 vacancies
- count to be conducted at the offices of the Shire of Gnowangerup
- appointment of a local Returning Officer
- regular Australia Post delivery service to apply for the lodgement of the election packages.

An additional amount of \$155 will be incurred if your Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day
- any additional postage rate increase by Australia Post
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

The Commission is required by the *Local Government Act* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only. Should a significant change in this figure become evident prior to or during the election you will be advised as early as possible.

The current procedure required by the Act is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2021 for the Shire of Gnowangerup in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Shire of Gnowangerup also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council would need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Shire of Gnowangerup in anticipation of an affirmative vote by Council. If you have any further queries please contact Phil Richards Manager, Election Events on 9214 0400.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

16 December 2020

All Shire staff left the room at 4:45pm on Council request.

12.7	ADOPTION OF THE KEY PERFORMANCE INDICATORS FOR THE CEO FOR 2021
File Ref:	ADM0525
Date of Report:	17 th February 2021
Business Unit:	Strategy and Governance
Officer:	Bob Jarvis - Chief Executive Officer
Disclosure of Interest:	The CEO has declared a financial interest in the report as he is the author of the report, and the subject of the report, and he will vacate the Chamber during Council's deliberation and decision making for this report.

ATTACHMENTS

- Draft KPI document

PURPOSE OF THE REPORT

Council's consideration of, and adoption of, the Key Performance Indicators for the CEO for 2021

BACKGROUND

Council is reminded that the Local Government Act 1995 prescribes the following:

5.38. Annual review of employees' performance

- (1) A local government must review the performance of the CEO if the CEO is employed for a term of more than 1 year.*
- (2) The CEO must ensure that the performance of each other employee who is employed for more than 1 year is reviewed.*
- (3) A review under subsection (1) or (2) must be conducted at least once in relation to each year of the person's employment.*
- [Section 5.38 inserted: No. 16 of 2019 s. 21.]*

At its Ordinary Meeting in December 2020, Council resolved the following:

1220.133 That Council:

- 1. Resolves that the performance of the CEO for his first twelve months of his contract has been at a satisfactory level.**
- 2. Requests the CEO to prepare a new set of KPI's for its approval at the February 2021 Ordinary Meeting of Council.**
- 3. Commends CEO and Officers for their work during the events of 2020.**
- 4. Receives and notes the unconfirmed minutes of CEO Review Committee Meeting held on the 25th November 2020.**

UNANIMOUSLY CARRIED: 9/0

As a consequence of this decision, the CEO and the staff have developed a draft set of Key Performance Indicators (KPI's) including some assessment and reporting guidelines for Council's consideration.

COMMENTS

The KPI document is by no means exhaustive, and it is acknowledged that the budget, and other matters that may arise during the course of the year, will inevitably throw up other milestones that will need to be achieved, and that the KPI's are in addition to business-as-usual. All of these matters will of course be subject to consideration by the CEO Performance Review Committee in November of 2021.

CONSULTATION

The draft KPI document was provide to Councillors at the Workshop on the 3rd February 2021, with an invitation to Councillors to provide any feedback to the CEO.

LEGAL AND STATUTORY REQUIREMENTS

Section 5.38. Annual review of employees' performance. Local Government Act 1995
Section 18D. Performance review of CEO, local government's duties as to. Local Government (Administration) Regulations

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: Demonstrate accountability through robust reporting that is relevant and easily accessible to the community

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

It is a statutory requirement to have in place a review mechanism for performance of the CEO.

CONCLUSION

The adoption of the KPI's in the presented form is entirely at the discretion of the Council.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr K House

Seconded: Cr K O’Keeffe

0221.10 That Council:

- 1. Adopts the Key Performance Indicators for the CEO for the 2021 Calendar year, and**
- 2. Notes that the CEO Review Committee will carry out the review of the CEO’s performance in November of 2021 and provides its recommendation to the Council at its Ordinary Meeting in December 2021.**

UNANIMOUSLY CARRIED: 8/0

All Shire Staff returned to the room at 4:50pm.

Council would like to congratulate Bob Jarvis on the work done.

3. CHIEF EXECUTIVE OFFICER'S KPI'S

Bob Jarvis - Chief Executive Officer

Chief Executive Officer's KPI's

For the period November 2020 to November 2021

Capital works

- Complete the 2020/2021 capital works programme including the Drought Communities projects. By end of June 2021
- Work with Council to prepare a capital works budget for the 2021/2022 Budget, and including those projects given priority based on a budget bus tour to be held on the 10th March 2021.
- Take advantage of funding opportunities to reduce the cost to the Shire for eligible grant funding for projects as part of the 2020/2021 Budget process.

Environmental Projects

- Complete the Water Strategy Document in conjunction with the Water Strategy Working Group, the Department of Water and Environmental Regulation, and Water Corporation. November 2021.
- Prepare a budget submission for Council's consideration to provide funding for research and development by the Water Strategy Working Group on subjects such as evaporation minimisation for dams, ground water and desalination, and better catchment practices. Draft Budget.

Governance

- Complete community consultation for the review and drafting of the Shire's Community Strategic Plan prior to the end of the 2020/2021.
- Make provisions in the 2021/2022 Budget for the publishing and printing of the adopted Community Strategic Plan.
- Aim for an unqualified Audit for the 2020/2021 Financial Year.
- Implement integrated online Compliance Calendar.

Heritage

- Review the Shire's current Municipal Heritage Inventory including the creation of a Heritage List as part of the Review of the Shire's Local Planning Scheme. Statutory process. (this review will need to be budgeted for in the range of \$20-30,000)
- Continue to work with volunteers to pursue the restoration of the Gnowangerup Star premises to a standard where it could be used for demonstrations and community events, and to develop a long term plan for its relevance to the Gnowangerup community. November 2021 progress report.
- Identify other heritage assets which are in need of restoration or repair, and prepare some plans for funding and works. November 2021 progress report.

Economic Development

- Through the Community Strategic Planning Process identify Council and Community priorities for economic development. Inclusion in adopted Community Strategic Plan and draft Annual Budget. Process to be completed by November 2021.
- Review, consider and implement "micro" scale projects and investment to enhance economic development (e.g. town maintenance program, footpaths, street sweeping and signage, review donations and grants). To be reported to Council as and when available with a summary report in November 2021.
- Work with Great Southern Development Agency, the VROC, and private enterprise to develop a strategy for the attraction and retention of economically significant activities which will support population retention, prosperity and well-being for the Community. The Strategy will be ongoing but progress will be reported in November 2021.
- Through the review of the Local Planning Scheme/Strategy ensure that land use planning provides the required resources for industrial and commercial expansion and the provision of land for residential development and community infrastructure, and is expected to be finalised by the end of 2021.
- Continue the review of the Shire's freehold land and reserves with recommendations for any change to Council on a case by case basis.

Regional Cooperation

- Become a formal member of the Southern Link VROC, including making formal comment on the VROC's Strategic Plan. Early 2021.

Community Development

- Investigate a Skate Park for Gnowangerup. For report to Council during 2021
- Review the Disability Action and Inclusion Plan as required by regulations. By June 2021.

- Improvements to Communications and Internet services for community: Ongoing
 - Continue to work with Superloop to implement Digital Farms internet service
 - Work with RDA and telecommunications providers to reduce mobile blackspots.

Public Health

- Complete a Mosquito Management Plan and make significant progress towards forming a Contiguous Local Authorities Group with neighbouring Shires to attract State funding for mosquito control measures. November 2021 progress report.
- Complete a Public Health Plan, with the public consultation to be carried out concurrently with the review of the Community Strategic Plan

Integrated Planning & Reporting

Complete 4 year major review of all IP&R documents. To be completed by November 2021

- Ensure that all IP&R planning documents are aligned and integrated.
- Complete, adopt and implement:
 - New Workforce Plan
 - New Asset Management Plans
 - Revised Corporate Business Plan
 - Revised 2017-2027 Strategic Community Plan - refer Governance above.

Tourism and Events (projects identified as viable will be reported to Council for consideration)

- Continue to investigate and implement potential events (e.g. Tambellup-Gnowangerup Cycle race).
- Complete Gnowangerup Trail extension (Aboriginal heritage Trail, signage at springs and old pool site).
- Investigate options for permanent chalet style accommodation at Gnowangerup Caravan Park.
- Investigate Electric Car charging facility in Gnowangerup.

Staff development and training

- Ensure that there is succession planning and/or formalised agreements with neighbouring Councils or external consultants to ensure specialised cover is available (e.g. Rates and Payroll), and training in place for senior roles to ensure that there is minimal disruption to services as a result of annual and sick leave, retirements or resignations. November 2021 progress report.

- Provide opportunities for staff to join professional associations relevant to their roles for professional development, include funding in draft Annual Budget. November 2021 progress report.

Information Technology

- Improvements to internet and email for the Shire:
 - Implement NBN fibre connection
 - Improve Depot, Library and Medical Centre internet links
 - Implement Office 365.

12.8 QUARTERLY REVIEW OF CORPORATE BUSINESS PLAN

Location:	N/A
Proponent:	N/A
File Ref:	ADM0432
Date of Report:	8 th February 2021
Business Unit:	Strategy and Governance
Officer:	Ian Graham – Deputy CEO
Disclosure of Interest:	Nil

ATTACHMENTS

- Quarterly Corporate Business Plan Review for 2nd Quarter 2020/2021

PURPOSE OF THE REPORT

For Council to note the Quarterly Corporate Business Plan (CBP) Review for the quarter ending 31st December 2020 (i.e. the progress of the actions/projects in the existing CBP) and to adopt any amendments to the existing CBP.

BACKGROUND

Council adopted its Strategic Community Plan and Corporate Business Plan in 2017. Regulation 19DA(4) of the *Local Government (Administration) Regulations 1996* requires a local government to review its current Corporate Business Plan each year. Regulation 19C(4) requires a local government to review its Strategic Community Plan at least once every four years.

COMMENTS

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

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

LG Act 1995 s5.56:

5.56. *Planning for the future*

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

Local Government (Administration) Regulations 1996:

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

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

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

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

*Absolute majority required.

- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil. All actions/projects have been budgeted for or will be budgeted for in future years.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: A Sustainable and Capable Council

Objective: Provide accountable and transparent leadership

Strategic Initiative: Integrate planning, resources and reporting

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

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

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

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

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr K O'Keeffe

0221.11 That Council:

- 1. Notes and approves the achievements against the actions in the attached Quarterly Corporate Business Plan Review for the quarter ending 31st December 2020;**
- 2. Notes that there were no amendments to the existing CBP during this quarter; and;**
- 3. Directs the CEO to publish the attached report on the Shire's web page.**

CARRIED BY ABSOLUTE MAJORITY: 8/0

					FY 20/21		
A2	For the Shire's business community to have the technology and communication capability necessary to thrive within a competitive environment.	A2.1.1	Work with external partners to provide an improved internet service within the District.	DCEO	•		Superloop have new proposal to utilise existing tower at Shire Depot, subject to structural evaluation and report and DoPH approval.
A3	Enhance and develop the Tourism industry to promote growth and prosperity.	A3.1.1	Work with the community to attract a Major Event/Festival or Attraction to the Shire	CDC	•		Will resume discussions with Broomehill-I ambellup Shire and cycling groups in regard to a cycle race. Bloom Festival for 2021 was cancelled. We will continue to work with Great Southern Treasures for 2022 Bloom Festival
		A3.2.1	Complete Gnowangerup Heritage Trail Project.	CDC			Postponed until 2020-21, working with GSCORE to add this to the Great Southern Treasures recreation circuit.
		A3.2.2	Develop Tourism Strategy.	CEO			On hold - Marketing Plan under review due to changes of Great Southern Treasures. However, Tourism Strategy and Campaign funded for Amelup through Drought Communities Grant funding.
		A3.2.3	Develop Management Plan for the Gnowangerup Star.	CEO			In progress, repairs to building completed, working with printing Group in regard to future management. Repairs and preservation of printing equipment under way.
B. THE NATURAL ENVIRONMENT		B1.1.1	Facilitate active involvement from the community in preserving and enhancing the natural environment by using all available resources such as The West Australian Waste Authority's CIE Grants, which are available each year.	AWMC	•		
B1	Environmentally sustainable leadership.	B1.1.2	Take management order over Borden Community Dam reserve.	DCEO			To be reviewed as part of Water Management Strategy.
		B1.2.1	Design and cost the installation of recycling stations at each landfill. Trial at Gnowangerup in Feb 2018.	AWMC			Work commenced as part of the Regional Waste Project.
		B1.2.2	Roll out the recycling stations to the Borden and Ongerup landfills.	AWMC			Work commenced as part of the Regional Waste Project. Cash for Containers has taken a lot of the recyclables, Standard recycling bins have been placed within the townships
		B1.2.3	Investigate Recycling and waste management Education and Awareness Activities such as the West Australian Waste Authority's CIE Grants, which have been used to fund projects of this type.	AWMC	•		
		B1.2.4	Hold a meeting with the business community to discuss becoming a plastic bag free Shire.	AWMC			Not required - State Govt to ban plastic bags.
		B1.2.5	Plan to become a plastic bag free Shire in 2018/19.	AWMC			Not required - State Govt to ban plastic bags.
B2	Adapt to the effects of Climate change.	B2.1.1	Investigate alternative sources of power for Shire owned buildings.	AWMC			No change solar arrays still the most cost effective system.
		B2.1.2	Install solar systems at the Shire's Administration and Depot buildings.	AWMC			Completed.
		B2.1.3	Formulate a plan to help reduce power consumption at the new pool site.	AWMC			After further investigation we found that the cost of the infrastructure needed to store the required amount power was prohibitive. The best option for now is to do nothing and monitor changes in tech that may make this viable.
		B2.1.4	Implement pool power plan.	AWMC			After further investigation we found that the cost of the infrastructure needed to store the required amount power was prohibitive. The best option for now is to do nothing and monitor changes in tech that may make this viable.

				FY 20/21		
		B2.1.5	Investigate large-scale power generation opportunities.	AWMC	•	Investigation completed, region is not suitable for large scale power generation projects. Should be reviewed in medium term (5-10 years).
		B2.1.6	Participate in State Risk Project.	DCEO	•	Ongoing.
B3	Enhance reserves and protect local ecology and biodiversity of natural ecosystems.	B3.1.1	Continue to maintain Parks & Reserves to a high standard.	MW	•	Ongoing.
		B3.2.1	Continue to preserve the conservation road side areas and support local conservation groups.	MW / CEO	•	Operational funding provided to NSPNRM and grant funding provided for repairs to building.
		B3.2.2	Investigate partnering in the native plant subsidy scheme.	-DCEO-		No suitable local partners were supportive of this initiative.

C. OUR COMMUNITY						
C1	Build connectivity between the three communities.	C1.1.1	Support annual funds to local arts and culture groups.	COUNCIL / CEO	•	Ongoing (Annual Donations & Grants).
		C1.1.2	Identify opportunities to strengthen the relationship between our three communities.	CDC	•	Opportunities have been identified in the Marketing Plan.
		C1.1.3	Promote and support the needs of disadvantaged people within the community.	CDC	•	
		C1.2.1	Work with the indigenous community to celebrate NAIDOC week.	CDC	•	Due to COVID-19 there was no NAIDOC event held in 2020/21.
		C1.2.2	Implement the DAIP to guide Shire operations and services to ensure they are inclusive of all members of the community.	CEO	•	DAIP to be reviewed 2020-21. Advertising for review has commenced.
		C1.3.1	Investigate the process required and the cost associated with changing the name of the Shire.	-COUNCIL / CEO-		
		C1.3.2	Hold a referendum to allow the community to vote on the proposed change.	-CEO-		
		C2	Build proud and active residents who participate in local activities and services for the betterment of the community.	C2.1.1	Actively engage the community and event promoters to host iconic, cultural and sporting events within the Shire in partnership with other community organisations e.g. Australia Day, NAIDOC Week, National Youth Week, Mental Health Week, Thank a Volunteer Day / Volunteer Week.	CDC
C2.1.2	Subscribe to and develop locally based statistical service programs to enhance demographic analysis capability, including Community Profile, Economic Profile and Population forecasts.	-CEO-		•		
C2.1.3	Prepare a Community Development Plan to guide the provision of community based services delivered or facilitated by the Shire.	CDC			CDC attended a workshop on this. Discussions are taking place on how this should be done.	
C2.1.4	Support annual funds to local community groups & individuals to assist in delivering local passive recreational activities.	CDC		•	We have provided funding to GSCORE to implement the GS Trails Masterplan. This will see 3 of our trails included in the GS Treasures Recreation Circuit.	
C2.2.1	Increase Ongerup Library membership and introduce library activities to be delivered to the community.	CDC			Library relocated to CRC and membership has increased as a result. They have also commenced Storytime at the Ongerup Library.	

					FY 20/21		
C3	Assist in building the sustainable management of local organisations and community groups.	C2.2.2	Investigate needs associated with staffing the Gnowangerup Community Swimming Pool to maintain optimal operations.	CEO			Swimming Pool is now open 7 days per week.
		C2.2.3	Relocate Ongerup Library to Yongergnow-Ongerup CRC.	CEO			Completed.
		C3.1.1	Work in partnership with other Shires and community organisations to facility the development of local leaders through skills development opportunities and capacity building activities e.g. Regional Passive Recreation Development Project, Governance Training, Training and Skills Development Project and Community Leadership Project.	CEO and CDC	•		Regional Peer Support Programme and Leadership Development Training
		C3.2.1	Promote the sustainable management of local organisations and community groups.	CDC	•		
		C3.2.2	Facilitate and promote partnerships between volunteer organisations, NGO's, Local Businesses and Local Government Organisations.	CDC	•		We have been working along with the Gnowangerup CRC to provide community events. Have been liaising with the Borden Pavilion to get events and workshops happening in Borden.
		C3.2.3	Develop a community asset map to facilitate a sustainable volunteer base and reduce volunteer burnout.	CDC	•		
C4	Ensure residents feel safe and confident in their ability to travel and socialise within their community.	C4.1.1	Conduct environmental health initiatives in the community, including inspections and assessments relating to: food, water, noise, disease, pest control and safety.	EHO & CEO	•		Ongoing, currently implementing mosquito control. Negotiations with neighbouring shires to commence to establish Contiguous Local Authorities Group (CLAG) to access funding for mosquito chemicals and training.
		C4.1.2	Continue to monitor the Ongerup Sewerage Scheme.	EHO & AWMC	•		Ongoing
		C4.2.1	Shire remain an Act-Belong-Commit Partner Site.	CDC	•		Agreement has been renewed for the Shire to continue to be an Act-Belong-Commit Site.
		C4.2.2	Support community driven preventative health initiatives and support the provision of services for community members impacted by mental health issues.	CDC	•		We worked with the Gnowangerup Yorgas Group to hold a blue Tree event in Gnowangerup for mental Health Weeks. We also provide financial assistance to Southern Agcare to ensure Gnowangerup has a councillor each week.
D. A SUSTAINABLE AND CAPABLE COUNCIL		D1.1.1	Annually review the Shire's Policy Manual and develop new policies as required.	DCEO	•		Ongoing.
		D1.1.2	Major re-development of Policy Manual.	DCEO			Completed.
		D1.2.1	Develop a seamless suite of plans aligning the strategic direction with operational actions and projects.	CEO			Working with Steve Grimmer on new "right-size" IP&R Plans, also includes review of Community Strategic Plan commencing early 2021.
		D1.2.2	Develop the Asset Management Framework which includes policy, strategy and plans.	AWMC			Asset management planning continuing on an on going basis, new systems under development.
		D1.2.3	Develop a Workforce Plan.	CEO / DCEO			Desktop review of Workforce Plan presented to Council and adopted in April 2018, new Workforce Plan to be developed as part of D1.2.1.
		D1.2.4	Review the Long Term Financial Plan.	DCEO	•		Ongoing, working with DL Consulting on current update.

				FY 20/21			
D1	Provide accountable and transparent leadership.						
		D1.3.1	Ensure the Annual Report includes all the information that is required by legislation and in a format easily understandable by the community.	CEO / DCEO	•	2019-20 Annual Report completed.	
		D1.4.1	Develop a community engagement / consultation strategy.	CDC			
		D1.4.2	Establish and manage a Strategic Community Reference Group from a wide demographic to provide advice to Council on matters of significant community interest.	CEO		Water Strategy Working Group Established and continues to meet. Water Strategy to be completed 2021.	
		D1.4.3	Prepare and publish all Agendas and Minutes of Council in accordance with legislation and make them accessible to the public.	CEO	•	Ongoing.	
D2	To have a highly skilled and effective Council that represents the best interests of the community.	D2.1.1	Manage election process and ensure new councillors receive relevant documentation.	CEO		New Councillors have all completed the mandatory training.	
		D2.1.2	Develop an Induction Manual for elected members.	CEO		Completed.	
		D2.1.3	Develop an annual elected members training calendar.	EA		Ongoing as required.	
D3	Improve the capability and capacity of the Shire.	D3.1.1	Implement the outcomes of the Better Practice Review.	CEO / DCEO		Completed.	
		D3.1.2	Implement new Synergysoft and ALTUS Human Resources module to provide management with relevant HR statistics to assist decision making.	DCEO		Not proceeded with as system will not offer benefits to outweigh implementation and ongoing costs.	
		D3.1.3	Implement new ALTUS Financial Reporting system to provide a more efficient monthly financial reporting process.	DCEO		PowerBI implemented, standard reports are being finalised.	
		D3.1.4	Conduct five yearly review of Recordkeeping Plan.	DCEO		Completed 2019-20.	
		D3.1.5	Conduct two-yearly Reg 17 Audit Review.	DCEO		Review conducted by external consultants and presented to Council in September 2018, next review due 2021.	
		D3.1.6	Implement recommendations from Records Management review including records disaster recovery plan, records policies and procedures, completion of archiving program and medical practice files.	DCEO		Continuing to implement recommendations.	
		D3.1.7	Annually conduct a review of local laws with a major review to be done eight-yearly. (Last major review was 2016).	DCEO	•	Standing Orders Local Law currently under review.	
		D3.1.8	Complete an annual Compliance Audit Return to demonstrate compliance with legislation.	DCEO	•	Ongoing.	
		D3.1.9	Design and adopt new industry standard Chart of Accounts to provide improved reporting.	DCEO		Review completed, no change to current Chart of Accounts is recommended.	
		D3.2.1	Conduct a bi-annual survey of residents to measure customer satisfaction with services.	CEO		Survey completed and report presented to Council. New CEO will consider ramifications of survey results for the Strategic Community Plan and new IP&R suite.	
		D3.2.2	Review the Shire's Customer Service Charter to inform and enhance service outcomes.	DCEO	•	Ongoing.	
		D3.3.1	Ensure staff training opportunities are identified during performance management process.	DCEO	•	Ongoing	

					FY 20/21		
D4	For the Shire to demonstrate advocacy in promoting the needs and ambitions of the district and the advancement of Local Government.	D4.1.1	Continue representation on external Boards and committees such as the GSDC, WALGA Zone, School Boards, Hidden Treasures and others to influence positive local and regional outcomes.	CEO / DCEO / COUNCILLORS	•		Ongoing, VROC now added.
		D4.1.2	Participate in State policy development processes affecting local government where appropriate.	CEO / SHIRE PRESIDENT/	•		Ongoing, during 2021 provided input into State Infrastructure Planning.
E. FINANCIAL SUSTAINABILITY		E1.1.1	Embrace outcomes from the local government reform process that allow for alternative means of raising revenue and innovative partnership opportunities.	CEO / DCEO / TOWN			Waiting on Review of Local Government Act to be completed.
E1	To be less reliant on rates as the primary basis for revenue by leveraging alternative income streams.	E1.2.1	Monitor State Government media releases and take action when appropriate.	CEO	•		Ongoing.
E2	Effective management to conduct business in a financially sustainably manner.	E2.1.4	Develop Property Strategy and review annually.	CEO			
		E2.1.2	Develop an ITC Strategy.	DCEO			Completed 2017-18, update due 2020-21.
		E2.1.3	Update medical practice IT hardware and connect to Shire server.	DCEO			Completed in 2017-18. Upgraded internet connection planned for 2021 following Admin Office connection to fibre.
		E2.1.4	Convert CEO & Mechanic houses from Reserve to freehold and separate into 2 lots.	DCEO			Completed in 2017-18.
		E2.1.5	Convert Police OIC and Doctor houses from Reserve to freehold and separate into 2 lots.	DCEO			Waiting on Department of Planning, Lands and Heritage.
		E2.1.6	Convert to freehold and on-sell the Old Ongerup Police Station.	DCEO			
		E2.1.7	Reserve 14184: Divide into three - Old Telecentre, Childcare Centre, Old Police Station & Gaol with the Shire to retain management over the Old Police Station & Gaol portion.	DCEO			
		E2.1.8	Acquire vacant block at 25 Oogenus Rd, Gnowangerup for the purpose of creating a park.	DCEO			Rating of property has been recommenced with a view to acquiring the property after 3 years of non-payment of rates.
		E2.2.1	Complete and maintain Asset Management Plans.	AWMC			Ongoing, currently working with consultant on update.
		E2.2.2	Review Asset Management Plan.	AWMC	•		Ongoing
		E2.3.1	Take part in regional collaboration opportunities related to community services such as sharing of regional resources, hosting of regional community development activities and support for regional activities taking place in other communities across the Great Southern.	CEO / DCEO	•		Council has resolved to seek VROC membership. Also looking to form a Contiguous Local Authorities Group for mosquito control
E3	To effectively plan for the funding and delivery of major projects.	E3.1.1	Implement Capital Works Program as detailed in the Capital Works Program 2017-2018.	MW	•		On track
		E3.1.2	Major Road Construction Program, continue to update road asset information and develop construction/maintenance program that optimises funding opportunities for future road asset sustainability. Gravel re-sheeting a minimum of 8km per year to be reassessed post WANDRRA.	MW	•		On going

					FY 20/21		
E4	Continue to liaise with key stakeholders such as State and Federal Government Agencies.	E4.1.1	Roads to Recovery funding to focus on preservation and resealing of single seal bitumen roads – Ongerup Pingrup Rd, Sandalwood Rd, Nightwell Rd, Old Ongerup Rd, Salt River Rd, Gleeson Rd and Laurier Rd. Urban towns as required by condition assessment.	MW	•		Ongoing - Cowalellup rd gravel sheeting, Rabbit Proof Fence Rd gravel sheeting and Nightwell Road resealing will be completed in 2020/20 year
		E4.1.2	Submit funding for Regional Road Group funds. Focus on preservation resealing of single seal bitumen roads – Borden Bremer Bay Rd, Tieline Rd, Tambellup Rd, Kwobrup Rd. Complete widening and resealing of Ongerup Pingrup Rd.	MW	•		Ongoing - the final section of resealing on Tielein Road will lbe completed early in 2021 along with the resealing of Borden Bremer Bay road. Shoulder widening and reconstruction of Kwobrup Road to 7m seal will be completed in February 2021
		E4.1.3	Maximise WANDRRA funding opportunities by reviewing and incorporating works completed by WANDRRA and adjust works program accordingly.	MW	•		WANDRRA flood damage from AGRN743 is complete. We will continue to update RAMM with road information

F. QUALITY BUILT FORM							
F1	For the Shire's commercial and residential areas to be filled with quality buildings and appealing streetscapes.	F1.1.1	Design Stage 1 of residential subdivision in Quinn Street.	TOWN PLANNER	•		Completed.
		F1.2.1	Ensure environmental consideration is reflected in Town Planning and Building Approvals.	TOWN PLANNER / BUILDING SURVEYOR	•		Ongoing
		F1.3.1	Facilitate the redevelopment of Aylmore Springs. Stage 1: Community Consultation. Stage 2: Design & Implementation.	CEO / CDC	•		Working with GSCORE Trails.
		F1.3.2	Review and ensure the Shire Planning Scheme & Policies reflect Council's strategic initiative and community values.	TOWN PLANNER	•		This is part of the new planning scheme and strategy which are currently being prepared.
F2	Facilitate and integrate housing options, local services, employment and recreational spaces.	F2.1.1	Support Landcorp release of residential blocks.	CEO	•		Released.
		F2.1.2	Acquire 11 & 13 Bell Street Gnowangerup vacant blocks for re-sale.	DCEO			Council resolved not to proceed as costs of acquisition would exceed possible sale proceeds.
		F2.1.3	Purchase grouped housing block from Landcorp.	CEO			The Block on the Corner of Quinn and Whitehead Streets has been purchased.
		F2.1.4	Construct two houses on grouped housing block.	DCEO / AWMC			Completed.
		F2.2.1	Encourage better use of existing underutilised community spaces across the Shire.	CEO / TOWN PLANNER	•		Ongoing.
		F2.2.2	Support projects that improve community spaces and that incorporate the sustainable management of community assets into the future e.g. Community Garden.	CEO	•		Drought Communities Programme - Extension Grant projects funding now approved. Significant community infrastructure projects are underway, in all three town sites.
F3	To provide facilities of the highest quality which reflect the needs of the community now and into the future.	F3.1.4	Prepare a demographic profile for each of the 3 communities using the 2016 Census data.	CEO			Census data is unavailable for small communities the size of Ongerup and Borden.
		F4.1.1	Develop a long-term approach to significant facility upgrades and improvements.	AWMC	•		
		F4.1.2	Develop an Asset Management Strategy 2018-2028 to guide the Shire's approach to managing its assets.	AWMC			
		F4.1.3	Maintain and protect heritage building and places.	CEO	•		Gnowangerup Star building repairs completed. DCPE projects include Old Police Station and historic tractor.
		F4.1.4	Complete planned shade facility and niche wall at Gnowangerup Cemetery.	MW / COUNCIL	•		

					FY 20/21		
F4	Manage current and future assets and infrastructure.	F4.1.5	Update mapping of plots and number grave sites at Gnowangerup Cemetery.	DCEO			
		F4.1.6	Continue to work with GSDC and the Gnowangerup Aboriginal Corporation in progressing the business case for the agricultural training facility.	CEO			May be subject to South West Native Title Settlement.
		F4.1.7	Update Municipal Heritage Inventory.	CDC			To be looked at as part of the review of the Local Planning Scheme.
		F4.1.8	Construct new plant and equipment shed at Depot.	MW / AWMC			Project completed May 2019.
		F4.1.9	Infrastructure upgrades to Ongerup Waste Water Ponds.	AWMC			Project completed May 2020.

PROJECT STATUS
On Track
On Hold
Cancelled
Completed

13. CORPORATE SERVICES & COMMUNITY DEVELOPMENT

13.1 GREAT SOUTHERN TREASURES STRATEGIC PLAN AND MOU

Location:	N/A
Proponent:	Great Southern Treasures
File Ref:	ADM0415
Date of Report:	8 th February 2021
Business Unit:	Tourism
Officer:	Kirsty Buchanan - Community Development Coordinator
Disclosure of Interest:	Nil

ATTACHMENTS

1. Great Southern Treasures Strategic Plan
2. Great Southern Treasures Draft MOU

PURPOSE OF THE REPORT

The purpose of this report is for Council to receive and endorse the Great Southern Treasures Strategic Plan and for Council to formally agree to their participation in Great Southern Treasures by signing the Memorandum of Understanding (MOU).

BACKGROUND

Great Southern Treasures (formerly known as Hidden Treasures) was originally formed in or around 2001 and its membership comprised all of the Councils within the Great Southern, except for the City of Albany and the Shires of Denmark and Plantagenet. Subsequently, the Shire of Jerramungup has ceased being a member, while the Shire of Plantagenet has joined.

The primary purpose of Great Southern Treasures is to:

1. Promote tourist assets across the member local governments – equally and respectfully; and
2. Market the communities of Great Southern Treasures locally, nationally and worldwide.

COMMENTS

The Councillor representative on this committee is Cr K O’Keeffe and Cr C Thomas as proxy. Bob Jarvis, Chief Executive officer and Kirsty Buchanan, Community Development Coordinator also attends these meetings.

The attached MOU reflects the current relationships of each of the member Councils. The Shire of Broomehill- Tambellup is the current host Council and this is proposed to continue.

CONSULTATION

Consultation has occurred with all CEO’s of the member Councils of the Great Southern Treasures.

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The operational costs for running the Great Southern Treasures is shared between the member Councils.

As per the MOU ongoing contributions for the 3 year term of the MOU will be \$11,000 per financial year. The Shire of Gnowangerup is a tier two Council.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 1. Sustainable Business Growth

Objective: 3. Enhance and develop the tourism industry to promote growth and prosperity.

Strategic Initiative: 3.2 Develop partnerships to actively support visitor growth.

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

Primary Strategic Risk Category	Project / Change Management
Description	Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time delays or scope changes.
Residual Risk: (Low, Moderate, High, Extreme)	High
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Major
Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Possible

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The Shire of Gnowangerup is one of eight Councils that are part of the Great Southern Treasures.

The purpose of this Memorandum of Understanding is to affirm the partnership and collaboration of the local governments and to further the shared aims as below. The purpose for which the Scheme is established is to provide a means for the Participants, through voluntary participation and the integration and sharing of resources:

1. To maximise the economic return from tourists and visitors to the participant local governments
2. To promote and develop the tourism assets of the participant local governments
3. To cooperate and take an active interest in tourism matters affecting the participant communities.
4. Nurture industry partners and key stakeholders within the local, regional, state and national tourism industry

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr K O’Keeffe

Seconded: Cr M Creagh

0221.12 That Council:

1. **Receives and endorses the attached Great Southern Treasures strategic plan.**
2. **Authorises the Shire President and the Chief Executive Officer to affix the Common Seal of the Shire of Gnowangerup to the Memorandum of Understanding between the Shires of Broomehill-Tambellup, Cranbrook, Gnowangerup, Katanning, Kent, Kojonup, Plantagenet and Woodanilling relating to the ongoing operations of the Great Southern Treasures group.**

AMENDMENT

Moved: Cr K House

Seconded: Cr S Hmeljak

3. **Requests the Administration to prepare a set of Key Performance Indicators for the Shire’s involvement in Great Southern Treasures against which the Council can demonstrate to the community, and measure, the benefits of its membership.**

UNANIMOUSLY CARRIED: 8/0

GREAT SOUTHERN TREASURES
STRATEGIC PLAN and FORWARD DIRECTIONS 2020 - 2023

PURPOSE To build the brand and awareness of the tourism assets within Great Southern Treasures locally, nationally and worldwide.		MISSION Collectively plan and promote the tourism assets, experiences and events across member local governments.	VISION The communities of Great Southern Treasures are the most visited and known in Australia's South West	ABOUT US Great Southern Treasures is a collective of member local governments working under an MoU with a resourced Executive Officer. Established in 2004
OUR BOLD STEPS (1-3yrs)	ACTIONS TO ACHIEVE BOLD STEPS	MEASUREMENTS		LONG TERM GOALS (3yrs plus)
1. Branding and Communications	a. Annual GST marketing plan is developed and linked to the Treasures Trail marketing plan	Marketing Plan strategies implemented Visitation increases (data) Awareness of tourism assets increases (data) GSCORE		1. Locals and businesses are promoters of Great Southern Treasures and the tourism assets 2. Appropriate governance structure adopted by members
	b. Build marketing collateral for GST and partners to use	Marketing collateral builds each year (images, GST brochure, website, stories etc) Marketing collateral is current and reflective of members tourism assets Marketing material is shared amongst members and GST		
	c. Partner with Australia's South West and other tourism stakeholders to increase the reach of our marketing expenditure	ASW financial contribution towards GST marketing (\$)		
	d. Work with LGs, Visitor Centres and CRCs in the communities to deliver consistent marketing and messages	Regular contact with LGs, Visitor Centres and CRCs to implement the GST purpose, mission and marketing strategies GST brand is used by LGs, Visitor Centres, businesses and CRCs Key messages are adopted by members and partners		
2. BLOOM Festival	a. Resourced BLOOM Festival Coordinator	Employment of a BLOOM Festival Coordinator BLOOM festival patronage increases annually GST signature event held during BLOOM and a positive financial return		
3. Festivals	a. Taste Great Southern features member events and tourism activities	All member LG's promoted in Taste Great Southern guides Increasing participation by local businesses, groups and members in the Taste Great Southern festival		
	b. Other Festivals	Increasing participation by local businesses, groups and members		
4. Operations	a. Streamline financial management of the group	Annual budget adopted and adhered to Financial management is reflective of the GST governance Pros and cons of various trading structures presented for decision Annual GST audit		
	b. Annual allocation to reserves to leverage external investment / funding	Successful external funding every two years outside of BLOOM		
5. Governance	a. Forward Plan delivers upon our vision and mission	Strategic Plan and Activity Plan adopted and initiatives completed		
	b. Governance structure – MoU is appropriate to our purpose and goals	MoU signed by all member local governments Organisational structure and position descriptions endorsed		
	c. Collect data throughout the year and also during BLOOM to inform LGs, stakeholders and RTO so that they understand our needs and tourism trends	GST Annual report and finances in each member Council Annual Report Data Plan developed and population begins		

HOW DO WE ASSESS WHAT WE DO AND DON'T DO

To achieve our purpose and strategic goals, we use the following values to guide our mission. The values of the Great Southern Treasures members are:

1. Working together to be a preferred regional destination
2. Shared benefits
3. Championing each other's tourism assets

<p>Challenges</p> <ul style="list-style-type: none"> • Financial sustainability of the group may be impacted by Shire budgets • Education regarding the value of tourism to the local economy – Councils and stakeholders • Additional governance may impact group's existing collaboration and goodwill • Implementing systems and processes • Host Shire and financial record keeping • Lack of forward direction and plan • Delegate responsibilities • Data collection and analysis of tourism / visitor stats • Feedback loop 	<p>Opportunities</p> <ul style="list-style-type: none"> • Positive financial position • Group's collaboration and wide network • Resourced Executive Officer • Good track record of grant execution • Forward plan to drive the organisation forward • Group Event during BLOOM • Social media profile • Close partnership with Australia's South West, joint marketing • Leveraging % of reserves to attract external funding • Increasing marketing collateral / resources for members • Tourism linked to economic development • Data collection • Caravan and Camping show presence
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12 MONTH ACTIVITY PLAN

BOLD STEPS (1-3yrs)	ACTIONS TO ACHIEVE BOLD STEPS	DETAILS	12 MONTH ACTIVITIES	OWNER
Branding and Communications	Annual GST marketing plan is developed and linked to the Treasures Trail marketing plan	Marketing Plan	Marketing Plan written	EO
	Build marketing collateral for GST and partners to use	Social Media	Manage Facebook & Instagram and update the website as required.	EO
		Tour Guide	Continue to manage through Vanguard	EO
Bloom Festival	Resourced BLOOM Festival Coordinator	Find funding for the coordinator or alternative arrangement	Funding applications made Feb 2021	EO
		Employ coordinator	Advertise Jan 2021. Support coordinator when contract begins	EO & Committee
		Create signature event	Work with committee to plan signature GST event for Bloom for 2022	EO & Committee
Festivals	Taste Great Southern features member events and tourism activities Other Festivals	Taste Great Southern 2021	Help Shire of Katanning with Opera in the Park event	EO & KA
			Promote all events taking place during Taste Great Southern	EO
			Promote all events taking place in the Great Southern via social media channels	EO
Operations	Streamline financial management of the group	Arrange bi monthly committee meetings	Agendas, minutes, finances	EO & Chair & Shire BHT
		Grants		
		REDs acquittal	Final Report due November 2020	EO
		FRRR acquittal	Complete Toolkit and business planning . Final report due November 2020	EO
		REDS Round 3 – Shire of Katanning 2021	Support implementation of Noongar Pilot Tour as well as training support	EO
Governance	Governance structure – MoU is appropriate to our purpose and goals Forward Plan delivers upon our vision and mission	Finalise MOU	Get MOU signed by December 2020. Advise of financial requirements for 2021/22 in March	EO & Committee
		Annual report prepared	May 2021 TBC	EO & Chair
Other		GSCORE & Bobtail Trail	Support GSCORE will Bobtail Trail implementation	EO & LGA & GSCORE
			Implement Bobtail Trail marketing plan	

GREAT SOUTHERN TREASURES

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made the day of 2020

BETWEEN:

the SHIRE OF BROOMEHILL-TAMBELLUP of 46-48 Norrish Street, TAMBELLUP, WA;

the SHIRE OF CRANBROOK of Gathorne Street, CRANBROOK, WA;

the SHIRE OF GNOWANGERUP of 28 Yougenup Road, GNOWANGERUP, WA;

the SHIRE OF KATANNING of 52 Austral Terrace, KATANNING, WA;

the SHIRE OF KENT of 24-26 Richmond Street, NYABING, WA;

the SHIRE OF KOJONUP of Albany Highway, KOJONUP, WA;

the SHIRE OF PLANTAGENET of 22-24 Lowood Road, MOUNT BARKER, WA;

the SHIRE OF WOODANILLING of 3316 Robinson Road, WOODANILLING, WA.

collectively known as the ('Member Councils')

BACKGROUND

- A. Each of the Member Councils are local government authorities established under the Local Government Act 1995.
- B. The Member Councils desire to formalise their agreement and understanding in relation to Great Southern Treasures and have agreed to enter into this Memorandum of Understanding in this regard. However, the Member Councils agree that this Memorandum shall not create any legal obligations and whilst recognising that there are no enforceable obligations between them, the Member Councils agree to perform their obligations pursuant to this Memorandum in good faith and to the best of their abilities.
- C. The purpose of this Memorandum of Understanding is to affirm the partnership and collaboration of the local governments and to further the shared aims as below. The purpose for which the Scheme is established is to provide a means for the Participants, through voluntary participation and the integration and sharing of resources:
 - 1. To maximise the economic return from tourists and visitors to the participant local governments
 - 2. To promote and develop the tourism assets of the participant local governments
 - 3. To cooperate and take an active interest in tourism matters affecting the participant communities
 - 4. Nurture industry partners and key stakeholders within the local, regional, state and national tourism industry

D. The values of the member councils guiding participation in this memorandum of understanding are that they are:

1. Working together to be a preferred regional destination
2. Shared benefits
3. Championing each other's tourism assets

AND THE MEMBER COUNCILS AGREE:

1. Definitions & Interpretation

1.1 Definitions

- 1.1.1 **'Act'** means the Local Government Act 1995;
- 1.1.2 **'Costs'** means all costs incurred by the Host Council including, but not limited to, the engagement of the Executive Officer (salary, training costs, sick leave, annual leave, long service leave and reimbursement of expenses), costs for time incurred by any other staff member or consultant, hardware, software licenses, vehicle costs, communication costs, stationery, and any other resources associated with operating the Scheme;
- 1.1.3 **'Billing Period'** means the quarterly periods of each financial year when Tax invoices are issued by the Host Council;
- 1.1.4 **'Costs Schedule'** means the Cost Schedule attached to this Memorandum;
- 1.1.5 **'Host Council'** means one Member Council that agrees to undertake the duties in 4.1 on behalf of the member Councils to administer the Scheme
- 1.1.6 **'Committee'** means the group of representatives appointed by each of the Member Councils in accordance with Clause 4.1 of this Memorandum;
- 1.1.7 **'Scheme'** means the Great Southern Treasures scheme;
- 1.1.8 **'Memorandum'** means this Memorandum of Understanding;
- 1.1.9 **'Operating Guidelines'** means the guidelines (as amended from time to time) referred to in Clause 6 of this Memorandum;
- 1.1.10 **'Other Member Councils'** means the Member Councils that are not the Host Council.

1.2 Interpretation

- 1.2.1 The Background set out above forms part of this Memorandum and the Member Councils agree that the Background is true and accurate.
- 1.2.2 Unless the contrary intention appears:
 - 1.2.2.1 Words noting the singular shall include the plural and vice versa.
 - 1.2.2.2 Reference to any gender shall include every other gender and

words denoting individuals shall include corporations and vice versa.

1.2.2.3 Reference to any Act of Parliament, statute or regulation shall include any amendment currently in force at the relevant time and any Act of Parliament, statute or regulation enacted or passed in substitution therefore.

1.2.2.4 Headings are for convenience of reference only and do not affect the interpretation or construction of this Memorandum.

1.2.2.5 A requirement in this Memorandum for liaison and consultation is a requirement for full and frank discussion and includes a requirement where necessary and appropriate, for full disclosure of relevant information and material.

2. Term

2.1 The term of this Memorandum shall be three (3) years

2.1.1 The first MoU will commence on 1 Jan 2021 and expire on the 30 June 2023, unless otherwise agreed or extended by the Member Councils in writing.

2.2 The term shall be reviewed by the Member Councils not more than twelve (12) months and not less than six (6) months prior to the expiration of the term subject to the term being reviewed prior to this period.

3. Negotiate in Good Faith

The Member Councils agree that they will cooperate with each other and at all times act in good faith and with the joint objective of successfully and expeditiously concluding and carrying out all of the arrangements and agreements contemplated in this Memorandum.

4. The Member Councils' Obligations

The Member Councils agree that each of them shall have the following obligations in respect of the **Great Southern Treasures Scheme**;

4.1 Host Council

On behalf of the Other Member Councils, the Host Council agrees;

4.1.1 Administration

4.1.1.1 to administer the Scheme in accordance with this Memorandum and the Operating Guidelines; and

4.1.1.2 to be accountable to the Other Member Councils in a manner determined for the administration of the Scheme and the facilitation of the Scheme;

4.1.2 Membership of the Committee

- 4.1.2.1 to appoint the Chief Executive Officer or the CEOs nominated representative to the Committee;
- 4.1.2.2 to appoint a proxy for each of the representatives in Clause 4.1.2.1.
- 4.1.2.3 to delegate such powers to the representatives as are required and necessary to give effect to this Memorandum, the Operating Guidelines and the Scheme;
- 4.1.2.4 to delegate such powers to the Chief Executive Officer of the Host Council as are required and necessary to give effect to the preparation, amendment and implementation of the Operating Guidelines;

4.1.3 Finances

- 4.1.3.1 to administer and account to the Other Member Councils in accordance with the method set out in the Cost Schedule for the Scheme Costs and the Administration Costs and to issue to the Other Member Councils on a yearly basis a tax invoice specifying the amount of the Scheme Costs and Administration Costs that each of the Other Member Councils are responsible for during that Billing Period. An adjustment will be made in the following July invoice to reflect the actual expenditure for the previous year.
- 4.1.3.2 to prepare with the assistance from the Other Member Councils and EO, in accordance with this Memorandum, the budgets for the Scheme; and
- 4.1.3.3 to meet all auditing requirements for all moneys received and paid for in relation to the Scheme;

4.1.4 Executive Officer (EO)

- 4.1.4.1 to enter into, on behalf of the Other Member Councils, an employment or contractual arrangement with the Executive Officer on terms and conditions that the Member Councils determine as appropriate;
- 4.1.4.2 to instruct the Executive Officer in accordance with directions given to it by the Committee (if any);
- 4.1.4.3 to provide the Executive Officer with office facilities, office equipment and resources, (including but not limited to stationery, postage resources, and telephone facsimile and photocopying facilities) and any other administrative assistance or resources required to be provided to enable the Executive Officer to effectively carry out their duties;
- 4.1.4.4 to nominate a representative (which at the commencement of the Memorandum shall be the Chief Executive Officer) to;

- (a) liaise with the Executive Officer in relation to the terms, conditions and operation of the Scheme; and
- (b) supervise the conduct of and compliance of the Executive Officer;

4.1.4.5 not to terminate the Executive Officer without the approval of the Other Member Councils. For the purposes of this clause, 'approval' means the written approval of a majority of the Other Member Councils received after a request has been made by the Host Council to the Other Member Councils requesting their vote;

4.2 The Other Member Councils

The Other Member Councils agree;

4.2.1 Finance

to pay to the Host Council within fourteen (14) days of having received a tax invoice the amount specified in the tax invoice (GST inclusive) given during each Billing Period in accordance with Clause 4.1.3.1 for its share of the Scheme Costs and the Administration Costs.

4.2.2 Membership of the Committee

4.2.2.1 to appoint the Chief Executive Officer or representative to the Committee;

4.2.2.2 to appoint a proxy for each of the representatives in Clause 4.2.2.1;

4.2.2.3 to delegate such powers to the representatives as are required and necessary to give effect to this Memorandum, the Operating Guidelines and the Scheme;

4.2.2.4 to delegate such powers to the Chief Executive Officer of the relevant Member Council as are required and necessary to give effect to the preparation, amendment and implementation of the Operating Guidelines.

4.3 All Member Councils

The Member Councils agree:

4.3.1 Reporting

To consider reports and recommendations from its respective representatives on the Committee in relation to the administration of the Scheme.

4.3.2 Collaboration

- a) Achievement of the GST purpose
- b) Strategic direction of the GST and its management;
- c) Oversee the delivery of the annual implementation plan;
- d) Work cooperatively with other members
- e) Promote the GST
- f) Participate in GST decision-making processes at meetings;
- g) Represent and undertake actions on behalf of GST as authorised by the Committee;
- h) Form sub committees of the GST and
- i) Perform such other functions as are given to the member by the Act or any other written law.

5. Scheme Committee

- 5.1 The Member Councils agree to establish a Committee for the purposes specified below.
- 5.2 The Committee representatives shall meet at the times and places determined by the Committee (but in any case, at least quarterly) for the purposes of:
 - 5.2.1 considering the strategic direction of the Scheme;
 - 5.2.2 considering any major policy issues in relation to the Scheme; and
 - 5.2.3 reviewing, discussing and preparing budgets for the Scheme.
- 5.3 Each Member Council representative on the Committee shall be responsible for exercising their delegated authority and for the reporting back to their respective Council upon the exercise of those powers.
- 5.4 In the event of a conflict arising between the representatives of the Committee or if the Committee is divided in its votes on a decision required to be made by it, then the Committee will be required to report to their respective Councils for their determination.
- 5.5 The Member Councils agree that their respective Chief Executive Officer shall have delegated to them the necessary powers to make such decisions on behalf of the respective Member Council with respect to the Scheme.
- 5.6 The Committee shall appoint an Independent Chairperson (a person who is not a representative on the committee) for a term of the MoU who will be eligible for reappointment unless he/she resigns in which case the Committee will appoint a new Chairperson to chair the meetings.
- 5.7 In the event that the appointed Chairperson is absent from a Committee meeting the representatives present shall appoint an acting Chairperson, who shall preside over that meeting or until the Chairperson is present.
- 5.8 One representative of each Member Council (Chief Executive Officer or other such representative) has one vote on the Committee

6. Operational Guidelines

- 6.1 Upon execution of this Memorandum, the Chief Executive Officer or representative of each of the Member Councils shall prepare and implement Operational Guidelines which the Chief Executive Officers or representatives shall be capable of amending from time to time as the Chief Executive Officers or representatives see fit.
- 6.2 Notwithstanding the provisions of this Memorandum, the Member Councils agree that the Operational Guidelines shall be the principal document that facilitates the operational management of the Scheme.
- 6.3 The Member Councils shall delegate to their respective Chief Executive Officers such powers as are required and necessary to prepare and amend the Operational Guidelines and to manage the Scheme in accordance with the Operational Guidelines.
- 6.4 The Councils agree to negotiate and cooperate with each other at all times and to act in good faith in the operation of the Operational Guidelines and to comply with its terms.

7. Variation

The Member Councils agree that the terms and conditions of this Memorandum may be varied upon written agreement of the proposed variation by **all** the Member Councils.

8. Withdrawal

- 8.1 Member Councils agree to commit to the term (3yrs) of the MoU. They can not withdraw prior to the conclusion of the MoU term.
- 8.2 If a Member Council of the **Great Southern Treasures** wishes to no longer participate, that Council must give twelve (12) months written notice (the 'Notice Period') to the other Member Councils at the commencement (first month) of the final year of the MoU.
- 8.3 Notwithstanding withdrawing from the Scheme that Council shall still be liable for its contribution to all costs as per the Cost Schedule for the duration of the Notice Period.

9. Additional Members

- 9.1 If another council wishes to join the Scheme, subject to the unanimous agreement of the Member Councils, that council may join in this Memorandum and the Scheme, provided that the council agrees;
 - 9.1.1 to be bound by the terms and conditions of this Memorandum;
 - 9.1.2 to contribute a share of the initial Scheme Costs and Administration Costs, with the contribution and use thereof to be determined by the Member Councils.

10. No Partnership

This Memorandum does not create or evidence a partnership between the Member Councils.

11. Winding Up

11.1 Subject to the Member Councils extending or otherwise entering into a new agreement, at the expiration of this Memorandum, each of the participating Member Councils at that time shall be provided with the following:

11.1.1 a readable copy of all records (hard copy or otherwise), in an appropriate format, associated with the Scheme; and

11.1.2 a share of the proceeds in accordance with the percentages specified in the Cost Schedule upon the realisation of any of the assets forming part of the Scheme (as opposed to those owned by the individual Councils) after the payment of all liabilities (outstanding or contingent) if any.

11.2 If upon winding up the liabilities (outstanding or contingent) exceed the assets forming part of the Scheme (as opposed to those owned by the individual Councils) each Member Council shall contribute a share towards the payment of the liabilities in accordance with the formula specified in the CostSchedule.

12. Disputes Between Member Councils

12.1 The Member Councils agree to work together in good faith to resolve any matter requiring their direction or resolution.

12.2 In the event of any dispute or difference ('dispute') arising between the Member Councils or any of them at any time as to any matter or thing of whatsoever nature arising under or in connection with this Memorandum of Understanding, then a Member Council may give to the other Member Council/s (as the case may be) notice in writing ('dispute notice') adequately identifying the matters, the subject of the dispute and the giving of the dispute notice shall be a condition precedent to the commencement by any Member Council of proceedings (whether by way of litigation or arbitration) with regard to the dispute as identified in the dispute notice.

12.3 At the expiration of 35 days from the date of receipt of the dispute notice by the persons to whom it was sent, the person giving the dispute notice may notify the others in writing ('arbitration notice') that it requires the dispute to be referred to arbitration and the dispute (unless meanwhile settled) shall upon receipt of the arbitration notice by the recipients then be and is hereby referred to arbitration under and in accordance with the provisions of the Commercial Arbitration Act 1985.

12.4 The costs (if any) of arbitration shall be borne equally by the Member Councils involved in the arbitration.

EXECUTED as a Memorandum of Understanding

THE COMMON SEAL of SHIRE OF BROOMEHILL-TAMBELLUP)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF CRANBROOK)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF GNOWANGERUP)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF KATANNING)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF KENT)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF KOJONUP)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF PLANTAGENET)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

THE COMMON SEAL of SHIRE OF WOODANILLING)
was hereunto affixed in the presence of:)

President

Chief Executive Officer

SERVICES SCHEDULE

The following Services will be provided by the Scheme:

GST Purpose

To build the brand and awareness of the tourism assets within Great Southern Treasures locally, nationally and worldwide.

GST Mission

Collectively plan and equally promote the tourism assets, experiences and events across member local governments.

Chair Services

- a. Achievement of the GST purpose
- b. Assist in the strategic direction of the GST and its management;
- c. Identify opportunities for the GST;
- d. Participates in GST decision-making processes at meetings of the Committee;
- e. Represent and undertake actions as directed by the Committee;
- f. Assist to ensure the advice and information is available to the Committee so that informed decisions can be made;
- g. Performs such other functions as are given by the GST Council.

Executive Officer Services

- a. Action GST decisions
- b. Keep the accounts of the GST in order and receive all monies
- c. Adhere to all financial and legal responsibilities
- d. Custody of all books, documents, records and registers of the GST
- e. Assist in implementing the Strategic Plan
- f. Compile agendas, minutes, grant applications, discussion papers, project plans (including implementation)
- g. Foster partnerships
- h. Regular communication within the GST and to key stakeholders
- i. Any other function as specified or directed by the GST Committee or Chair

COSTS SCHEDULE

Annual subscription (12 months) for Member Councils is for the life of the MoU (ex GST). It is reviewed at the end of the MoU by Participants.

- a) Member Council - Tier 1 (under 1000 population) \$7,000p.a
- b) Member Council - Tier 2 (1001 – 2000 population) \$11,000p.a
- c) Member Council - Tier 3 (2001 plus population) \$17,500p.a

HOST COUNCIL FOR THE TERM OF THIS MOU

Shire of Broomehill-Tambellup

14. INFRASTRUCTURE AND ASSET MANAGEMENT

Nil

15. STATUTORY COMPLIANCE

Nil

16. FINANCE

**16.1 ACCOUNTS FOR PAYMENT AND AUTHORISATION –
DECEMBER 2020**

Location: Shire of Gnowangerup
Proponent: N/A
File Ref: ADM0451
Date of Report: 14th January 2021
Business Unit: Corporate and Community Services
Officer: CA Shaddick – Senior Finance Officer
Disclosure of Interest: Nil

ATTACHMENTS

- December 2020 Cheque Listing

PURPOSE OF THE REPORT

To provide Council with a list of payments processed in the month of December 2020.

BACKGROUND

Nil

COMMENTS

The December 2020 cheque list for the period 01/12/2020 to 31/12/2020 is attached as follows:

FUND	AMOUNT
Municipal Fund	\$516,253.95
Credit Card	\$ 713.19
TOTAL	\$516,967.14

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Financial Management) Regulations 1996
Regulation 12 states that:

(1) *A payment may only be made from the municipal fund or the trust fund*

- (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
- (b) otherwise, if the payment is authorised in advance by a resolution of the council.*

POLICY IMPLICATIONS

Purchasing Policy 4.1

Corporate Credit Card Policy 4.4

FINANCIAL IMPLICATIONS

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

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: 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

Moved: Cr K O’Keeffe

Seconded: Cr M Creagh

0221.13 That Council:

Approves the Schedule of Accounts:

Municipal Fund Cheques 27802 - 27822, EFT 16723 – EFT 16881, Superannuation and Direct Deposits totalling \$516,253.94 and Corporate Credit Card totalling \$713.19.

UNANIMOUSLY CARRIED: 8/0

Chq/EFT	Date	Name	Description	Amount
EFT16723	03/12/2020	A D CONTRACTORS PTY LTD	ROAD MAINTENANCE - catamol 4 x drums - 800 litres (650) supply good ex yard	\$ 1,015.30
EFT16724	03/12/2020	ADMIN SOCIAL CLUB	Payroll deductions	\$ 90.00
EFT16725	03/12/2020	AIR LIQUIDE	Cylinder Hire Fees	\$ 144.87
EFT16726	03/12/2020	B P HARRIS & SON	ISUZU 2018 D-MAX 4X4 SPACE CAB GN.0048 - replace leaking fuel tank on ute. Make frame for new diesel tank. Heavy black pipe 1 @ 6000 Medium pipe 1 @ 2100 Medium Pipe 1 @ 6500	\$ 369.09
EFT16727	03/12/2020	BECKS TRANSPORT	Freight pool chemicals	\$ 101.97
EFT16728	03/12/2020	BEST OFFICE SYSTEMS	Photocopy ink for the period 20/09/2020 - 20/10/2020 Gnp Depot Ricoh MPC5503 Copier Colour	\$ 239.87
EFT16729	03/12/2020	BGL SOLUTIONS	Grounds maintenance as per Contract Turf renovation at ANZAC Park Adjust reticulation 20 McDonald St	\$ 10,429.53 \$ 949.81 \$ 127.00
EFT16730	03/12/2020	BLACK AND GOLD SOCIAL CLUB	Payroll deductions	\$ 130.00
EFT16731	03/12/2020	BLIGHTS AUTO ELECTRICS	Automotive cable for GN.7867	\$ 150.00
EFT16732	03/12/2020	CORSIGN WA	16 yellow posts with 16 post caps, various signs	\$ 1,833.15
EFT16733	03/12/2020	DA & KJ MURRAY	Accomodation & meals EHO 5 Nov & 19 Nov 2020	\$ 140.00
EFT16734	03/12/2020	DEPT OF HUMAN SERVICES	Payroll deductions	\$ 133.43
EFT16735	03/12/2020	GNOWANGERUP DISTRICT HIGH SCHOOL	Donation Award Night 2020	\$ 80.00

EFT16736	03/12/2020	GNOWANGERUP FUEL SUPPLIES	Fuel for Fleet	\$	642.87
EFT16737	03/12/2020	GNOWANGERUP PHARMACY	Re supply Gnp Depot First Aid Kit with Gauze swabs Dettol Betadine Ventolin Antihistamine Bandage - triangular Panadol tape	\$	89.44
EFT16738	03/12/2020	GNOWANGERUP TYRE SERVICE	HINO 300 SERIES CREW TIPPER GN.007 - replace tyres 6 x Fit & balance customer 215 / 85R16 Bridgestones	\$	270.00
			Tyres and tubes JD Mower GN.0029	\$	180.00
EFT16739	03/12/2020	GNP HARDWARE	Various hardware items for maintenance works	\$	1,936.20
			Aeromax Beacon and LED magnetic light box	\$	1,255.00
EFT16740	03/12/2020	GS HOBBS CONTRACTING	ROAD MAINTENANCE Carry out shoulder grading as per RFQ- 2020 MW1 Borden Bremer Bay Road	\$	24,375.00
			Boxwood Hill Ongerup Road	\$	19,500.00
EFT16741	03/12/2020	INFORMATION ENTERPRISES TRUST	Medical Records Archiving	\$	303.60
EFT16742	03/12/2020	IT VISION	Rates support due to system failure	\$	825.00
EFT16743	03/12/2020	JERRAMUNGUP ELECTRICAL SERVICE	Electric inspections and replacement works	\$	787.55
EFT16744	03/12/2020	LANDGATE	GRV Chargeable Schedule G2020/5	\$	69.20
EFT16745	03/12/2020	LEARNING DISCOVERY PTY LTD	Library Book Bags - Gnowangerup	\$	547.25
EFT16746	03/12/2020	LEISURE INSTITUTE OF WA AQUATICS	LIWA Aquatics Membership Tara Pursell 2020/21	\$	132.00
EFT16747	03/12/2020	LGRCEU	Payroll deductions	\$	225.50
EFT16748	03/12/2020	M & MP BUILDERS	Tiling and works completed to Disabled Toilet at Gnowangerup Community Swimming Pool	\$	6,242.50

EFT16749	03/12/2020 MESSAGEMEDIA	7612 Messages sent November	\$ 1,004.78
EFT16750	03/12/2020 Marsh Pty Ltd	Understanding Contract Risk Management - 3 days online training	\$ 324.50
EFT16751	03/12/2020 OFFICE OF THE AUDITOR GENERAL	Audit Fee - Roads to Recovery 30/06/2020	\$ 1,540.00
EFT16752	03/12/2020 OFFICEWORKS	Kobra Cross Cut Shredder Stationery items and office chairs	\$ 2,403.69 \$ 734.32
EFT16753	03/12/2020 OLUMAYOKUN OLUYEDE	Cash Subsidy as per Contract November	\$ 11,000.00
EFT16754	03/12/2020 ONGERUP FARM SUPPLIES	Hardware supplies for Ongerup & Borden works	\$ 289.36
EFT16755	03/12/2020 RAY FORD SIGNS	3 x No Parking signs for Yougenup Road	\$ 189.42
EFT16756	03/12/2020 SEQUEL CONSULTING ENGINEERS	Inspect and report structural condition of depot mezzanine floor.	\$ 2,054.98
EFT16757	03/12/2020 STEWART AND HEATON CLOTHING PTY LTD	BFB Uniforms	\$ 3,827.16 F
EFT16758	03/12/2020 THE DRUG DETECTION AGENCY	Fitness for Work Policy Review	\$ 792.00
EFT16759	03/12/2020 TOLL TRANSPORT PTY LTD	Freight	\$ 140.53
EFT16760	03/12/2020 WA CONTRACT RANGER SERVICES	Ranger Services 17/11, 25/11	\$ 1,881.00
EFT16761	03/12/2020 WINC. (WORK INCORPORATED)	Stationary Items	\$ 127.27
EFT16762	03/12/2020 WORKWEAR GROUP	Uniform	\$ 53.59
EFT16763	10/12/2020 BAMLEY PTY LTD	Gunther Park Inspect trees in Gunther Park for termites - no termites located at time of inspection	\$ 88.00

EFT16764	10/12/2020 ADVANCE CLEAN AND SEAL PTY LTD	Excavator Hire road maintenace TieLine Rd, Boxwood Ongerup Rd, Nightwell Rd, Borden Bremer Rd, Richardson Rd	\$ 3,300.00
EFT16765	10/12/2020 ALBANY LOCK & SECURITY	Master key for Gnp Swimming Pool	\$ 25.45
EFT16766	10/12/2020 ARMADILLO PRODUCTS	KOMATSU 2013 MOTOR GRADER - GN.0021 - repairs to hydraulic hose orings, hose crimping	\$ 704.40
EFT16767	10/12/2020 AUSPAN GROUP	Borden Pavilion Shed as quoted Plans and engineering	\$ 9,072.00 F
EFT16768	10/12/2020 B P HARRIS & SON	GNP DEPOT BUILDING MAINTENANCE - 50 x 50 mesh for security screens. 75 x 50 x 4 weld mesh	\$ 259.00
EFT16769	10/12/2020 BEST OFFICE SYSTEMS	Photocopier ink for the period 20/10/2020 - 21/11/2020 for Gnp Depot Ricoh MPC5503 Colour Copier MP.C5503	\$ 155.69
EFT16770	10/12/2020 BGL SOLUTIONS	Grounds maintenance as per Contract	\$ 10,429.53
		Turf areation 4 Grocock St	\$ 415.80
		Turf areation Liubrary gardens	\$ 415.80
		Turf areation 20 McDonald St	\$ 415.80
		Repairs to Pump at Complex	\$ 352.88
EFT16771	10/12/2020 BUILDING AND ENERGY DMIRS	Building/Demolition permits 01/11/2020 - 30/11/2020	\$ 2,054.60 R
EFT16772	10/12/2020 BUNNINGS ALBANY	MOSQUITO CONTROL - spreader to spread mozzie bait 1 x Battery Operated Ryobi spreader - 18V Console OSS1800	\$ 156.07
EFT16773	10/12/2020 CASTLEBOOKS PTY LTD	Books for the Gnowangerup Library	\$ 200.00

EFT16774	10/12/2020 CITY OF ALBANY	ROAD MAINTENANCE CHILLINUP ROAD - Private Works Job No: W1043 Private Works to grade Gnowangerup section of Chillinup Road as per COA Schedule 4 hours grader hire @ \$243.62 p/h Works complete 10/11/2020 1 @ 974.48 ea * Local Govt charges \$885.89 GST Charge \$88.59	\$ 974.48
EFT16775	10/12/2020 CORSIGN WA	1 x R4-4 Shared Zone Sign 450 x 750	\$ 44.00
EFT16776	10/12/2020 CR KEITH HENRY HOUSE	Meeting Fees July 2020 to December 2020	\$ 4,336.75
EFT16777	10/12/2020 DEPT OF PLANNING, LANDS AND HERITAGE	Deposit and Documentation for purchase of Crown Reserve 23587 Moir St, Borden	\$ 2,233.00
EFT16778	10/12/2020 DOWNER EDI WORKS PTY LTD	ROAD MAINTENANCE - 9 tonne premix 7mm cold mix	\$ 1,782.89
EFT16779	10/12/2020 FOUNDATION ELECTRICAL	GNP SPORTING COMPLEX GROUNDS MAINTENANCE - replacing pump Quote 2473 Labour - disassemble, identify faults 7308 B-2RS bearing 6206 2RS bearing Assemble and wet test Labour	\$ 4,831.60
EFT16780	10/12/2020 G & M DETERGENTS	Gnowangerup Public toilet supplies	\$ 169.00
EFT16781	10/12/2020 GARRARDS	MOSQUITO CONTROL 2 x 18kg bags of Vectoprime FG Biological Larvicide Fine Granule	\$ 528.00
EFT16782	10/12/2020 GNOWANGERUP CRC	CRC Library Cover for November 2020 Cleaning, electricity, telephone & staff amenities	\$ 515.97 \$ 631.12
EFT16783	10/12/2020 GNOWANGERUP FUEL SUPPLIES	Diesel supply for Gnp Depot 23,000 litres @ \$1.0567 Diesel Gnowangerup Depot	\$ 4,078.16 \$ 24,304.10
EFT16784	10/12/2020 GNOWANGERUP TENNIS CLUB INC	Contribution to Community Christmas Party 2020	\$ 200.00

EFT16785	10/12/2020 GNOWANGERUP TYRE SERVICE	KOMATSU 2013 MOTOR GRADER - GN.0021 - replace tyre Advance tyre fit O'ring and tyre disposal Various plant tyre repairs	\$ 1,268.00 \$ 345.00
EFT16786	10/12/2020 GNP HARDWARE	Hydraulic oil - JDF205 - Morris Liquidmatic Various hardware items	\$ 1,200.00 \$ 473.13
EFT16787	10/12/2020 GREGORY BRUCE STEWART	Meeting fees July 2020 to December 2020	\$ 5,869.25
EFT16788	10/12/2020 INFORMATION ENTERPRISES TRUST	Document Destruction bins supplied and processed for Medical Records	\$ 330.00
EFT16789	10/12/2020 J.E. & K.N. DAVIS	Win and stockpile approximately 8000cubic meters of gravel at Wemyss Estate	\$ 12,496.00
EFT16790	10/12/2020 JR & A HERSEY PTY LTD	600 x Guide Posts, red and white delineators	\$ 8,118.00
EFT16791	10/12/2020 KATE EMMA O'KEEFFE	Meeting Fees July 2020 to December 2020	\$ 4,336.75
EFT16792	10/12/2020 KOMATSU AUSTRALIA PTY LTD	2011 JOHN DEERE GRADER GN.0015 - replace ramm arm - damaged 1 x Cylinder Assembly Item: 707-02-00100 ex East States - (clearance Stock Queensland)	\$ 4,238.05
EFT16793	10/12/2020 LANDMARK PRODUCTS LTD	Replace Ongerup street bins 5 x Woodgrove Bin Surrounds - 120 litre general litter receptacle with boltdown attachment bins standard	\$ 10,780.00
EFT16794	10/12/2020 LLEWELLYN GEORGE WITHERS	Esky for transporting dry ice and dry ice	\$ 178.50
EFT16795	10/12/2020 MAMMOTH EQUIPMENT AND EXHAUSTS	IVECO STRALIS AD500 - GN.0014 - Eco Blue	\$ 630.85
EFT16796	10/12/2020 MARKETFORCE	Advertise Propsed Local Law Standing Orders, Tenders, Council Meetings	\$ 1,965.18

EFT16797	10/12/2020 OFFICEWORKS	Keii Lighting cable 1 m LBE @ \$14.88 3 x Toshiba Canvio Bas USB3 2TB BK @ \$267.00	\$ 281.88
EFT16798	10/12/2020 ONGERUP TYRES & AUTOMOTIVE	John Deer Backhoe - replace all tyres and fit	\$ 4,560.00
EFT16799	10/12/2020 ONLINE SAFETY SYSTEMS PTY LTD	Plant Assessor monthly access fee hybrid level 2	\$ 528.00
EFT16800	10/12/2020 SIGMA CHEMICALS	Supply of chemicals for pool 25 x 10 kg tubs Pool Magic Granular Chlorine	\$ 2,604.25
EFT16801	10/12/2020 SOLUTIONS IT	Managed Support December 2020	\$ 1,969.00
EFT16802	10/12/2020 STAR SALES & SERVICE	Ongerup Depot - supplies for chainsaw and whipper snipper servicing Spark plugs, air filters and blades	\$ 81.00
EFT16803	10/12/2020 THE BOTTLE-O NORTH ROAD	Council Refreshments	\$ 272.12
EFT16804	10/12/2020 TOLL TRANSPORT PTY LTD	Freight	\$ 417.46
EFT16805	10/12/2020 TRAILBLAZERS	EBA Uniforms for Depot Staff	\$ 3,778.90
EFT16806	10/12/2020 WARREN BLACKWOOD WASTE	Bins Pick up 05/11, 12/11, 19/11, 26/11	\$ 7,498.04
EFT16807	10/12/2020 WESTERN WORK WEAR & SAFETY (WA) PTY LTD	Gnp Depot staff uniforms as per EBA	\$ 1,500.00
EFT16808	10/12/2020 WILSONS SIGN SOLUTIONS	New honour board plate	\$ 82.50
EFT16809	10/12/2020 WINC. (WORK INCORPORATED)	Stationery Items	\$ 23.98
EFT16810	10/12/2020 YONGERGNOW-ONGERUP CRC	Advertising in the Grapevine - November	\$ 36.00
EFT16811	17/12/2020 ADMIN SOCIAL CLUB	Payroll deductions	\$ 100.00
EFT16812	17/12/2020 AMD CHARTERED ACCOUNTANTS	19/20 Deferred rates audit	\$ 440.00

EFT16813	17/12/2020 AUSTRALIA POST	Mail Transactions - November	\$ 122.93
EFT16814	17/12/2020 BLACK AND GOLD SOCIAL CLUB	Payroll deductions	\$ 130.00
EFT16815	17/12/2020 CARROLL & RICHARDSON FLAGWORLD	2x Aboriginal Flags	\$ 278.00
EFT16816	17/12/2020 CR S HMEJAK	Meeting fees July 2020 - December 2020	\$ 4,336.75
EFT16817	17/12/2020 DEPT OF HUMAN SERVICES	Payroll deductions	\$ 133.43
EFT16818	17/12/2020 DL CONSULTING	Respond to audit queries, prepare analytical review and adjustments to annual financial report	\$ 1,718.75
EFT16819	17/12/2020 EDWARDS MOTORS PTY LTD	Purchase of Mazda CX9 AWD SUV 2.5lt turbo petrol engine,6-speed auto and standard features Govt Pricing	\$ 47,496.00
		Trade in 2017 Mazda	- \$ 18,000.00
EFT16820	17/12/2020 F J HMEJAK	Meeting fees July 2020 - December 2020	\$ 4,336.75
EFT16821	17/12/2020 FIONA JUNE GAZE	Meeting fees July 2020 to December 2020	\$ 16,387.05
EFT16822	17/12/2020 GLENICE DAVIDSON	July - December cleaning Borden Public toilets	\$ 1,663.56
EFT16823	17/12/2020 GNOWANGERUP BOWLING CLUB	Drinks and Facility Hire Christmas Party 11 December 20	\$ 857.50
EFT16824	17/12/2020 IT VISION	Synergy Mapping update	\$ 825.00
EFT16825	17/12/2020 LGRCEU	Payroll deductions	\$ 225.50
EFT16826	17/12/2020 MICHAEL CREAGH	Meeting fees July 2020 - December 2020	\$ 4,336.75

EFT16827	17/12/2020 MOHANA CATERING	Catering Christmas Party 11 December 2020	\$ 1,375.00
EFT16828	17/12/2020 SADLERS BUTCHERS	Catering for FCO Training	\$ 170.00
EFT16829	17/12/2020 SOLUTIONS IT	Server Migration as quoted	\$ 16,988.75
EFT16830	17/12/2020 SOUTH COAST NATURE PLAY	GNP Sporting Complex Nature Playground as quoted - 40% materials deposit	\$ 25,520.00 F
EFT16831	17/12/2020 STEWART AND HEATON CLOTHING PTY LTD	BFB Uniforms	\$ 371.45 F
EFT16832	17/12/2020 TOLL TRANSPORT PTY LTD	Freight	\$ 47.63
EFT16833	17/12/2020 WAYFOUND	Tourism App design and build as quoted - 50% commencement payment	\$ 28,600.00 F
EFT16834	17/12/2020 WORKWEAR GROUP	Admin uniforms	\$ 213.00
EFT16835	17/12/2020 YVETTE PATRICIA WHEATCROFT	Uniform for MW	\$ 55.97
EFT16836	23/12/2020 ABLE SALES PTY LTD	Isuzu 2020 Space Cab - replace leaking fuel tank on ute, Portable Poly Diesel Tank 400 Litres	\$ 2,180.00
EFT16837	23/12/2020 ACTIVE PLUMBING PTY LTD	Provide new connections to effluent system for new house at John St Ongerup - As per licence requirements.	\$ 2,453.66
EFT16838	23/12/2020 ADVANCE CLEAN AND SEAL PTY LTD	ROAD MAINTENANCE - Coromup Road, Nightwell Rd, Gnp Complex Grounds, Retaining wall Gnp Depot	\$ 3,960.00
EFT16839	23/12/2020 AFGRI EQUIPMENT AUSTRALIA PTY LTD	JD 997 MOWER GN.0029 - replace mower blades Parts for Service JD Grader GN.0015	\$ 540.01 \$ 841.55
EFT16840	23/12/2020 AIR LIQUIDE	1 x Arcal Force (M) - 5.1 M3 Product code: 030643	\$ 272.34

EFT16841	23/12/2020	ALBANY MAPPING & SURVEYING SERVICES	Aerial survey to assist in improving waste management of trenches at Gnp, Ongerup & Borden	\$	9,473.75
EFT16842	23/12/2020	ALBANY RADIO COMMUNICATIONS	Provide 2 x Icom Batteries BP-23WP for Airband Radio's at Airport	\$	231.92
EFT16843	23/12/2020	ARMADILLO PRODUCTS	SIDE TIPPER - HAULMORE - GN.0050 -make new hydraulic hose hoses, seals, male coupling, hose crimping and labour	\$	373.16
EFT16844	23/12/2020	ASSIST ENGINEERING	Scope, specifications and drawings for RAV7 network industrial route upgrades	\$	4,785.00
EFT16845	23/12/2020	AUTOSMART (WA)	Rags for Depot, cleaning supplies for Swimming pool	\$	213.79
EFT16846	23/12/2020	BEST OFFICE SYSTEMS	Printer ink for photocopier - 20/11/2020 - 20/12/2020 for the Ricoh MPC5503 colour copier at depot	\$	265.75
EFT16847	23/12/2020	BGL SOLUTIONS	GNP SPORTING COMPLEX GROUNDS MAINTENANCE b-irrigation replairs - complex Excavator & Operator hire Dig out main line and back fill trench Repair leak on main line Materials - gimbals Sundries - 100mm pipe	\$	1,334.14
EFT16848	23/12/2020	CIVIL AVIATION SAFETY AUTHORITY	Provide approval of non conforming WDI locations at airport	\$	570.00
EFT16849	23/12/2020	COLEMAN CONSULTING	Assist with design and tender documantation for Chillinup Road and attend site visit for tender and gravel procurement	\$	4,239.50
EFT16850	23/12/2020	DA & KJ MURRAY	Accomodation & Meals for EHO 3/12, 9/12, 10/12	\$	210.00
EFT16851	23/12/2020	DWER	Grease trap cleaning	\$	88.00

EFT16852	23/12/2020 DOOR HARDWARE SOLUTIONS	GNOWANGERUP SWIMMING POOL BUILDING MAINTENANCE - replace locks on doors 10 x Metlam Hardware 300-1-SCP Door Lock and Indicator Set Satin Chrome	\$	140.80
EFT16853	23/12/2020 ECHELON AUSTRALIA PTY LTD	Regional Risk Co-Ordinator Fee 2020-21 1st Instalment	\$	5,554.16
EFT16854	23/12/2020 EDWARDS MOTORS PTY LTD	Isuzu D-Max 2020 Utilities - parts for servicing - oil/filters oil filter, air filter, pollen filter seal wheel hub	\$	1,041.50
EFT16856	23/12/2020 GNOWANGERUP PHARMACY	MOSQUITO CONTROL - specimen cups for seperating mozzies after baiting for pathology	\$	93.78
EFT16857	23/12/2020 GNOWANGERUP SMASH REPAIRS	2007 NOLIST ROAD ROLLER GN.0030 - replace windscreen fitting of windscreen freight materials	\$	1,256.09
		Supply & fit windscreen to Isuzu Tipper GN.0035	\$	609.40
EFT16858	23/12/2020 GNOWANGERUP TYRE SERVICE	BN70ZZXMF - Battery for Fast Attack Fire vehicle (LAND CRUISER)	\$	240.00
EFT16859	23/12/2020 GNP HARDWARE	Various hardware items for maintenance repairs	\$	3,519.82
EFT16860	23/12/2020 GREAT SOUTHERN TOYOTA	MITSUBISHI NX PAJERO WAGON GN.004 - parts for service oil, oil filters, gasket, air refresher assy	\$	265.29
EFT16861	23/12/2020 HEWER CONSULTING SERVICES	Assist with 10year Capital Works Road Plan	\$	2,310.00
EFT16862	23/12/2020 JAMES THOMAS	Call out to Quinn Street property to search fro snake. 8/12/2020	\$	170.00
EFT16863	23/12/2020 MARKETFORCE	Advert 'Availability Annual Report & Annual Electors Meeting 3 February 2021' Great Southern Herald	\$	453.86

EFT16864	23/12/2020 MCINTOSH & SON - PERTH	CASE BACKHOE 2019 GN.0026 - replace front glass - broken 1 x 85801621 Glass	\$	725.20	
EFT16865	23/12/2020 MERCURY FIRESAFETY PTY LTD	20lt Drums A Class Foam	\$	3,115.20	F
EFT16866	23/12/2020 OFFICEWORKS	Stationary for Admin	\$	547.41	
EFT16867	23/12/2020 ONLINE SAFETY SYSTEMS PTY LTD	Plant Assessor - Balance of uplift to PAYG Term Commitment for November 2020 & December 2020	\$	165.00	
EFT16868	23/12/2020 PLASTICS PLUS	4 x 60 Litre Mini wheelie bins for the pound storage	\$	92.40	
EFT16869	23/12/2020 PROTECTOR FIRE SERVICE AND FIRST AID SUPPLIES	Borden & Ongerup buildings six monthly fire inspection	\$	2,435.34	
EFT16870	23/12/2020 ROYAL LIFE SAVING SOCIETY WA INC	5x Lifeguard Polo Shirt - Long Sleeve - XXL Large	\$	650.90	
EFT16871	23/12/2020 SADLERS BUTCHERS	Catering for Council Meetings	\$	228.00	
EFT16872	23/12/2020 STAMP STORE	CEO Stamp	\$	53.50	
EFT16873	23/12/2020 STEWART AND HEATON CLOTHING PTY LTD	BFB Uniforms	\$	733.77	F
EFT16874	23/12/2020 TRAILBLAZERS	Work boots for Depot staff	\$	220.00	
EFT16875	23/12/2020 WA CONTRACT RANGER SERVICES	Ranger Services 02/12, 09/12, 15/12	\$	2,673.00	
EFT16876	23/12/2020 WALGA	Website hosting, support and SSL certificate	\$	3,723.75	
EFT16877	23/12/2020 WESTRAC EQUIPMENT PTY LTD	2016 AA 12M MOTOR GRADER GN.0020 (Cat Grader) 1 x hose - part no: 310-4235 1 x belt - part no: 348-7886	\$	194.32	
EFT16878	23/12/2020 ADMIN SOCIAL CLUB	Payroll deductions	\$	100.00	

EFT16879	23/12/2020	BLACK AND GOLD SOCIAL CLUB	Payroll deductions	\$	130.00
EFT16880	23/12/2020	DEPT OF HUMAN SERVICES	Payroll deductions	\$	133.43
EFT16881	23/12/2020	LGRCEU	Payroll deductions	\$	225.50
27802	03/12/2020	BARTCO	BARTCO TRAFFIC LIGHT SYSTEM - replacing antenna New Antenna - 5dbi 2 x PPAN0017 Traffic Light 5dbi Antenna with Ground Plane 2 x 60BR0031 Rev2 PTL Antenna Bracket (for PPAN0017)	\$	825.00
27803	03/12/2020	DEPARTMENT OF TRANSPORT	Registration renewal GN.7889 Trailer	\$	25.35 F
27804	03/12/2020	PERTH BETTER HOMES	Installation of additional shade structures at Swimming pool as per quote	\$	10,197.00
27805	03/12/2020	REECE AUSTRALIA PTY LTD	Class 6 PVC pipe for repairs to pipe running between airstrip and Sports Complex	\$	418.77
27806	03/12/2020	SYNERGY	Street lighting supply period 31 days	\$	3,814.71
27807	03/12/2020	TELSTRA	Mobile phone and Data packs	\$	622.99
27808	03/12/2020	WATER CORPORATION	Water usage and service charges Swimming pool	\$	1,626.70
27809	03/12/2020	BN GRADER SERVICES	Maintenance grade patches on Corackerup Road and Cowalellup Rd	\$	3,366.00
27810	03/12/2020	GNOWANGERUP IGA	Consumables	\$	517.39
27811	10/12/2020	AMITY ROSE FUNERALS	Refund Bond for Hall Hire Funeral - Mr Farron Pickett	\$	56.00
27812	10/12/2020	CHRISTOPHER THOMAS	Meeting fees July 2020 to December 2020	\$	5,821.55

27813	10/12/2020 RICHARD OLIPHANT HOUSE	Meeting fees July 2020 to December 2020	\$ 4,336.75
27814	10/12/2020 SHIRE OF GNOWANGERUP	Reimbursement for Petty Cash items	\$ 308.35
27815	17/12/2020 CLASSIC BOOK BINDERS	Binding of Council Minutes February to December 2018 & February to June 2019	\$ 467.28
27816	17/12/2020 SYNERGY	Supply period 59 days	\$ 294.17
27817	17/12/2020 TELSTRA	Usage, service and equipment charges for landlines	\$ 964.44
		Mobile phones and data packs	\$ 624.42
27818	23/12/2020 BAREFOOT CLOTHING MANUFACTURERS	Depot uniform clothing order 2020 12 x 6wwsb - JB Bamboo socks @ \$11.00 , 59 x \$8.00 embriodery	\$ 604.00
27819	23/12/2020 KATANNING STOCK & TRADING	Gnp CRC - repairs to Ladies toilet tap 1 x basin mixer	\$ 89.50
27820	23/12/2020 ROBERTO MADELA LLAVE	Refund Bond held for Hall Hire 19/12/2020	\$ 56.00
27821	23/12/2020 TELSTRA	Usage, service and equipment charges	\$ 120.64
27822	23/12/2020 WATER CORPORATION	Water usage	\$ 417.95
DD4702.3	04/12/2020 SYNERGY	Supply period 67 days	\$ 644.76
DD4702.4	05/12/2020 SYNERGY	Supply period 62 days	\$ 114.66
DD4711.1	12/12/2020 SYNERGY	Supply period 29 days	\$ 2,521.67
DD4715.1	21/12/2020 AUSTRALIAN TAXATION OFFICE	BAS Return November 2020	\$ 205.00
DD4717.1	31/12/2020 WESTNET	Admin Interent	\$ 254.81

DD4717.2	31/12/2020 LEASEIT LTD	Photocopier Lease December	\$ 1,196.25
DD4720.1	09/12/2020 AWARE SUPER	Superannuation contributions	\$ 5,693.21
DD4720.2	09/12/2020 CBUS	Superannuation contributions	\$ 323.93
DD4720.3	09/12/2020 OASIS SUPERANNUATION MASTER TRUST	Superannuation contributions	\$ 190.00
DD4720.4	09/12/2020 COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$ 79.73
DD4720.5	09/12/2020 REST SUPERANNUATION	Superannuation contributions	\$ 53.75
DD4720.6	09/12/2020 THE PIPER SUPER FUND	Superannuation contributions	\$ 231.60
DD4720.7	09/12/2020 MOURCOURUP SUPERANNUATION FUND	Superannuation contributions	\$ 53.44
DD4720.8	09/12/2020 WALGS PLAN	Payroll deductions	\$ 1,361.43
DD4720.9	09/12/2020 SMSF	Payroll deductions	\$ 969.52
DD4724.1	31/12/2020 NATIONAL AUSTRALIA BANK	Itemised below	\$ 0.00
DD4727.1	23/12/2020 AWARE SUPER	Superannuation contributions	\$ 5,784.99
DD4727.2	23/12/2020 MLC NAVIGATOR RETIREMENT PLAN	Superannuation contributions	\$ 214.73
DD4727.3	23/12/2020 CBUS	Superannuation contributions	\$ 319.28
DD4727.4	23/12/2020 COMMONWEALTH ESSENTIAL SUPER	Superannuation contributions	\$ 58.62
DD4727.5	23/12/2020 REST SUPERANNUATION	Superannuation contributions	\$ 53.75
DD4727.6	23/12/2020 The Pipa Super Fund	Superannuation contributions	\$ 232.86

DD4727.7	23/12/2020 MOURCOURUP SUPERANNUATION FUND	Superannuation contributions	\$ 27.61
DD4727.8	23/12/2020 WALGS PLAN	Superannuation contributions	\$ 1,411.99
DD4727.9	23/12/2020 SMSF	Payroll deductions	\$ 953.65
DD4720.10	09/12/2020 WEALTH PERSONAL SUPERANNUATION	Superannuation contributions	\$ 338.51
DD4720.11	09/12/2020 COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	Superannuation contributions	\$ 810.31
DD4720.12	09/12/2020 AUSTRALIAN SUPER	Superannuation contributions	\$ 1,129.18
DD4720.13	09/12/2020 CARE SUPER	Superannuation contributions	\$ 755.49
DD4720.14	09/12/2020 PRIME SUPER	Superannuation contributions	\$ 228.37
DD4720.15	09/12/2020 BENDIGO SMARTOPTIONS SUPER	Superannuation contributions	\$ 111.33
DD4720.16	09/12/2020 MLC NAVIGATOR RETIREMENT PLAN	Superannuation contributions	\$ 214.73
DD4727.10	23/12/2020 WEALTH PERSONAL SUPERANNUATION	Superannuation contributions	\$ 338.51
DD4727.11	23/12/2020 COLONIAL FIRSTWRAP PLUS PERSONAL SUPER	Superannuation contributions	\$ 810.31
DD4727.12	23/12/2020 AUSTRALIAN SUPER	Superannuation contributions	\$ 1,130.48
DD4727.13	23/12/2020 CARE SUPER	Superannuation contributions	\$ 768.71
DD4727.14	23/12/2020 PRIME SUPER	Superannuation contributions	\$ 228.37
DD4727.15	23/12/2020 BENDIGO SMARTOPTIONS SUPER	Superannuation contributions	\$ 86.03
		TOTAL MUNICIPAL ACCOUNT	\$ 516,253.95

16/11/2020 EG FUEL CO	Fuel for GN.00	41.42
30/11/2020 EG FUEL CO	Fuel for GN.00	53.17
07/12/2020 EG FUEL CO	Fuel for GN.00	42.01
10/12/2020 NAB	Credit Card Monthly Fees	18.00
13/11/2020 TABLET PC PTY LTD	Geo TabCAM License	99.00
19/11/2020 MOORE STEPHENS	Financial Management Regs Update	198.00
27/11/2020 IINET	DCEO Home Internet	64.99
27/11/2020 SHIRE OF GNOWANGERUP	Plate remake GN.001	56.60
27/11/2020 ACE ACCOMODATION ALBANY	Community Development Officer for Conference	140.00
	TOTAL CORPORATE CREDIT CARD	\$ 713.19

CERTIFICATE OF SENIOR FINANCE OFFICER

I HEREBY CERTIFY THE FOLLOWING SCHEDULE OF ACCOUNTS:

TOTAL FOR MUNICIPAL FUND: EFT 16723 -16881, Cheque 27802 - 27822, DD and Super Clearing House = \$516,253.95

TOTAL FOR CREDIT CARD: \$713.19

- F** Fully Grant Funded
- P** Partial Grant Funded
- R** Other Funding (Reimbursements)

16.2 DECEMBER 2020 MONTHLY FINANCIAL REPORT

Location:	Shire of Gnowangerup
Proponent:	N/A
File Ref:	ADM0451
Date of Report:	14 th January 2021
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 the period 01/12/2020 to 31/12/2020 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 the 31st December 2020, 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

Investment Policy 4.3

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

Moved: Cr K O’Keeffe

Seconded: Cr S Hmeljak

0221.14 That Council:

Receives and accepts the Monthly Financial Report for December 2020.

UNANIMOUSLY CARRIED: 8/0

SHIRE OF GNOWANGERUP

MONTHLY FINANCIAL REPORT

31 December 2020

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDING 31 DECEMBER 2020

	NOTES	2020-21 ANNUAL BUDGET	2020-21 YTD BUDGET	2020-21 YTD ACTUAL
EXPENDITURE (Excluding Finance Costs)		\$	\$	\$
General Purpose Funding		(112,462)	(42,074)	(25,468)
Governance		(834,589)	(475,016)	(386,860)
Law, Order, Public Safety		(396,152)	(195,700)	(164,960)
Health		(322,499)	(182,227)	(146,881)
Education and Welfare		(40,363)	(24,003)	(12,674)
Housing		(56,485)	(33,560)	(25,661)
Community Amenities		(574,230)	(327,957)	(253,317)
Recreation and Culture		(1,480,017)	(830,080)	(773,196)
Transport		(3,346,722)	(1,865,015)	(1,611,209)
Economic Services		(323,142)	(151,241)	(64,557)
Other Property and Services		(639,383)	(397,037)	(267,705)
		(8,126,044)	(4,523,909)	(3,732,487)
REVENUE				
General Purpose Funding		4,735,120	0	4,287,148
Governance		0	1,137,360	1,045
Law, Order, Public Safety		72,810	0	52,085
Health		1,200	0	0
Education and Welfare		11,200	0	0
Housing		96,028	1,137,360	45,897
Community Amenities		277,110	(2,337,501)	287,641
Recreation and Culture		19,365	0	9,348
Transport		149,600	0	199,100
Economic Services		28,180	0	9,573
Other Property & Services		105,497	(168,223)	582,541
		5,496,110	(231,004)	5,474,379
<i>Increase(Decrease)</i>		(2,629,934)	(4,754,913)	1,741,892
FINANCE COSTS				
Housing		(12,602)	0	(6,828)
Recreation & Culture		(18,850)	0	(9,825)
Other Property & Services		(386)	0	0
Total Finance Costs		(31,838)	0	(16,653)
NON-OPERATING REVENUE				
Transport		1,427,849	0	266,158
Other Property & Services		1,100,000	0	0
Total Non-Operating Revenue		2,527,849	0	266,158
PROFIT/(LOSS) ON SALE OF ASSETS				
Transport Profit		0	0	16,408
Transport Loss		0	0	(14,961)
Total Profit/(Loss)		0	0	1,447
NET RESULT		(133,923)	(4,754,913)	1,992,844
Other Comprehensive Income				
Changes on revaluation of non-current assets		0	0	0
Total Abnormal Items		0	0	0
TOTAL COMPREHENSIVE INCOME		(133,923)	(4,754,913)	1,992,844

SHIRE OF GNOWANGERUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE/TYPE
FOR THE PERIOD ENDING 31 DECEMBER 2020

	2020-21 BUDGET	2020-21 ACTUAL
Expenses		
Employee Costs	(2,879,109)	(1,312,356)
Materials and Contracts	(2,166,951)	(867,143)
Utility Charges	(193,747)	(69,734)
Depreciation on Non-Current Assets	(2,275,630)	(1,164,291)
Interest Expenses	(31,838)	(16,791)
Insurance Expenses	(234,191)	(209,529)
Other Expenditure	(376,417)	(109,295)
	(8,157,882)	(3,749,140)
Revenue		
Rates	4,125,515	4,089,514
Operating Grants, Subsidies and Contributions	932,030	575,587
Fees and Charges	307,371	151,024
Service Charges	0	0
Interest Earnings	46,338	26,290
Other Revenue	84,856	131,965
	5,496,110	4,974,379
	(2,661,772)	1,225,239
Non-Operating Grants, Subsidies & Contributions	2,527,849	766,158
Fair Value Adjustments to financial assets at fair value through profit/loss	0	0
Profit on Asset Disposals	0	16,408
Loss on Asset Disposals	0	(14,961)
	2,527,849	767,605
Net Result	(133,923)	1,992,844
Other Comprehensive Income		
Changes on revaluation of non-current assets	0	0
Total Other Comprehensive Income	0	0
TOTAL COMPREHENSIVE INCOME	(133,923)	1,992,844

SHIRE OF GNOWANGERUP
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDING 31 DECEMBER 2020

	Note	2019-20 ACTUAL	2020-21 ACTUAL	Variance
		\$	\$	\$
Current assets				
Unrestricted Cash & Cash Equivalents		2,550,676	4,645,651	2,094,975
Restricted Cash & Cash Equivalents		1,989,989	1,980,623	(9,366)
Trade and other receivables		338,465	1,205,318	866,853
Inventories		15,194	24,995	9,800
Other assets		0	0	0
Total current assets		4,894,324	7,856,587	2,962,263
Non-current assets				
Trade and other receivables		149,503	149,503	0
LG House Unit Trust		71,221	71,221	0
Property, infrastructure, plant and equipment		29,799,188	29,511,200	-287,988
Infrastructure Assets		90,175,794	89,565,146	-610,648
Total non-current assets		120,195,705	119,297,070	-898,636
Total assets		125,090,030	127,153,657	2,063,627
Current liabilities				
Trade and other payables		293,830	161,518	132,312
Interest-bearing loans and borrowings		208,606	445,304	-236,698
Bonds and Deposits		9,476	0	9,476
Finance Lease Liability		13,427	6,389	7,038
Provisions		378,182	380,729	-2,547
Total current liabilities		903,521	993,939	-90,418
Non-current liabilities				
Interest-bearing loans and borrowings		781,615	781,615	0
Finance Lease Liability		4,319	4,319	0
Provisions		63,229	63,229	0
Total non-current liabilities		849,163	849,163	0
Total liabilities		1,752,684	1,843,102	-90,418
Net assets		123,337,346	125,310,555	1,973,209
Equity				
Retained surplus		42,808,023	42,787,947	(20,076)
Net Result		0	1,992,844	1,992,844
Reserve - asset revaluation		78,549,140	78,549,140	0
Reserve - Cash backed		1,980,183	1,980,623	440
Total equity		123,337,346	125,310,555	1,973,209

This statement is to be read in conjunction with the accompanying notes

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 31 DECEMBER 2020**

Note	2019-20 ACTUAL \$	2020-21 BUDGET \$	2020-21 ACTUAL \$
Cash Flows from operating activities			
Payments			
	(2,551,517)	(2,810,221)	(1,335,650)
	(1,448,967)	(2,182,394)	(1,027,955)
	(168,150)	(193,747)	(69,734)
	(194,975)	(234,191)	(209,529)
	(30,656)	(31,838)	(16,791)
	(14,135)	0	0
	(286,599)	(376,416)	(109,295)
	(4,694,998)	(5,828,807)	(2,768,955)
Receipts			
	4,109,577	4,125,515	3,513,695
	1,769,655	912,608	556,165
	0	0	0
	239,219	307,371	151,024
	66,741	46,338	26,290
	(1,610)	0	1,662
	801,470	84,856	213,357
	6,985,051	5,476,688	4,462,192
9	2,290,053	(352,119)	1,693,237
Cash flows from investing activities			
Payments			
	(15,298)	(27,000)	(21,075)
	(789,192)	(176,778)	(9,005)
	(470,637)	(699,500)	(289,194)
	(11,595)	(45,000)	(15,444)
	(1,373,802)	(2,105,192)	(8,439)
	0	(5,000)	0
	0	(55,250)	(29,776)
	0	(5,000)	(381)
	0	0	0
	0	(58,810)	(23,481)
	(274,136)	0	0
	(82,052)	(839,396)	(26,049)
Receipts			
	265,155	192,000	158,636
	1,343,239	2,527,849	766,158
	(1,408,317)	(1,297,077)	501,950
Cash flows from financing activities			
	(163,631)	(208,606)	(103,302)
	(11,472)	(12,664)	(6,276)
	0	0	0
	28,558	29,729	0
	404,000	0	0
	257,455	(191,541)	(109,578)
	1,139,190	(1,840,737)	2,085,609
	3,401,475	4,540,665	4,540,665
9	4,540,665	2,699,928	6,626,274

**SHIRE OF GNOWANGERUP
STATEMENT OF CASH FLOWS
FOR THE PERIOD ENDING 31 DECEMBER 2020**

	2019-20 ACTUAL \$	2020-21 BUDGET \$	2020-21 ACTUAL \$
RECONCILIATION OF CASH			
Cash at Bank - Unrestricted	2,549,876	471,376	4,644,751
Cash at Bank Reserves - Restricted	1,989,989	2,227,752	1,980,623
Cash on Hand	800	800	900
TOTAL CASH	4,540,665	2,699,928	6,626,274
RECONCILIATION OF NET CASH USED IN OPERATING ACTIVITIES TO OPERATING RESULT			
Net Result (As per Comprehensive Income Statement)	776,073	(133,924)	1,992,844
Add back Depreciation	2,313,017	2,275,630	1,164,291
(Gain)/Loss on Disposal of Assets	71,897	0	(1,447)
Less: Movement in contract liabilities	(20,614)	0	0
Less: Movement in Local Government House Unit Trust	(1,153)	0	0
Self Supporting Loan Principal Reimbursements	0	0	0
Contributions for the Development of Assets	(1,343,239)	(2,527,849)	(766,158)
Changes in Assets and Liabilities			
(Increase)/Decrease in Inventory	5,800	0	(9,801)
(Increase)/Decrease in Receivables	471,305	0	(875,142)
Increase/(Decrease) in Accounts Payable	77,267	(15,442)	188,649
Increase/(Decrease) in Prepayments	0	(19,422)	0
Increase/(Decrease) in Employee Provisions	(60,301)	68,888	0
Increase/(Decrease) in Accrued Expenses	0	0	0
Rounding	0	0	0
NET CASH FROM/(USED) IN OPERATING ACTIVITIES	2,290,053	(352,119)	1,693,236

**SHIRE OF GNOWANGERUP
FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 31 DECEMBER 2020**

	2020-21 ANNUAL BUDGET	2020-21 YTD BUDGET (a)	2020-21 YTD ACTUAL (b)	MATERIAL \$ (b)-(a)	MATERIAL % (b)-(a)/(a)
OPERATING REVENUE	\$	\$	\$		
General Purpose Funding	852,442	471,522	440,981	(30,540)	Within Threshold
Governance	0	0	1,045	1,045	(100%)
Law, Order Public Safety	72,810	25,754	52,085	26,332	(51%)
Health	1,200	840	0	0	0%
Education and Welfare	11,200	5,598	0	(5,598)	0%
Housing	96,028	51,855	45,897	(5,958)	13%
Community Amenities	277,110	269,052	287,641	18,589	Within Threshold
Recreation and Culture	19,365	10,800	9,348	0	16%
Transport	149,600	149,551	215,509	65,958	(31%)
Economic Services	28,180	6,338	9,573	0	(34%)
Other Property and Services	105,497	57,741	582,541	524,801	(90%)
	1,613,432	1,049,049	1,644,621		
LESS OPERATING EXPENDITURE					
General Purpose Funding	(112,462)	(42,074)	(25,468)	16,606	65%
Governance	(834,589)	(475,016)	(386,860)	88,155	23%
Law, Order, Public Safety	(396,152)	(195,700)	(164,960)	30,740	19%
Health	(322,499)	(182,227)	(146,881)	35,346	24%
Education and Welfare	(40,363)	(24,003)	(12,674)	11,329	89%
Housing	(69,087)	(33,560)	(32,488)	0	Within Threshold
Community Amenities	(574,230)	(327,957)	(253,317)	74,640	29%
Recreation and Culture	(1,498,867)	(830,080)	(783,021)	47,059	Within Threshold
Transport	(3,346,722)	(1,865,015)	(1,626,170)	238,845	15%
Economic Services	(323,142)	(151,241)	(64,557)	86,684	134%
Other Property & Services	(639,769)	(397,037)	(267,705)	129,333	48%
	(8,157,882)	(4,523,909)	(3,764,101)		
<i>Increase(Decrease)</i>	(6,544,450)	(3,474,861)	(2,119,481)		
ITEMS EXCLUDED FROM OPERATIONS					
Movement in Employee Benefits (Non-current)	68,888	0	0	0	0%
Depreciation Written Back	2,275,630	1,137,360	1,164,291	26,931	Within Threshold
	2,344,518	1,137,360	1,162,843		
<i>Sub Total</i>	(4,199,932)	(2,337,501)	(956,637)		
INVESTING ACTIVITIES					
Purchase of Land	0	0	0	0	0%
Purchase Buildings	(203,778)	(55,250)	(30,080)	25,170	84%
Purchase Plant and Equipment	(699,500)	0	(289,194)	(289,194)	(100%)
Purchase Furniture and Equipment	(45,000)	0	(15,444)	(15,444)	(100%)
Infrastructure Assets - Roads	(2,105,192)	(58,810)	(8,439)	50,371	597%
Infrastructure Assets - Footpaths	(5,000)	0	0	0	0%
Infrastructure Assets - Aerodromes	(55,250)	(819,396)	(29,776)	789,620	2652%
Infrastructure Assets - Drainage	(5,000)	192,000	(381)	(192,381)	(50533%)
Infrastructure Assets - Sewerage	0	1,097,538	0	(1,097,538)	0%
Infrastructure Assets - Parks & Ovals	(58,810)	(103,302)	(23,481)	79,821	340%
Infrastructure Assets - Solid Waste	0	(6,329)	0	6,329	0%
Infrastructure Assets - Other	(839,396)	14,715	(26,049)	(40,764)	(156%)
Proceeds from Sale of Assets	192,000	(4,948)	158,636	163,584	(103%)
Contributions for the Development of Assets	2,527,849	0	266,158	266,158	(100%)
Amount Attributable to Investing Activities	(1,297,077)	256,218	1,950		
FINANCING ACTIVITIES					
Repayment of Debt - Loan Principal	(208,606)	1,097,538	(103,302)	(1,200,841)	(1162%)
Repayment of Debt - Finance Lease	(12,664)	(103,302)	(6,276)	97,026	1546%
Self Supporting Loan Principal Income	29,729	(6,329)	0	6,329	0%
Transfer to Reserves	(398,569)	14,715	(440)	(15,155)	(3442%)
	(590,110)	1,002,622	(110,019)		
Plus Rounding					
<i>Sub Total</i>	(6,087,119)	(1,078,661)	(1,064,705)		
FUNDING FROM					
Transfer from Reserves	151,000	0	0	0	0%
Loans Raised	0	0	0	0	0%
Estimated Opening Surplus at 1 July	2,053,441	2,053,441	2,182,529	129,088	Within Threshold
Amount Raised from General Rates	3,882,678	3,882,678	3,846,167	(36,511)	Within Threshold
	6,087,119	5,936,119	6,028,696		
NET SURPLUS/(DEFICIT)	0	4,857,458	4,963,991		

NOTE 1

CURRENT RATIO

Current Assets	2,875,577	3.28
Current Liability	877,088	

Ratios greater than one indicate that Council has sufficient current assets to meet it's short term current liabilities.

SHIRE OF GNOWANGERUP
SUMMARY OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDING 31 DECEMBER 2020

CURRENT ASSET	ACTUAL 31 Dec 20	ACTUAL 30 JUNE 2020
91000 Municipal Fund Bank Account	\$4,644,751	\$2,549,876
91003 Gnp Office Till Float	\$300	\$200
91004 Gnp Office Petty Cash	\$300	\$300
91005 Swimming Pool Float	\$300	\$300
91008 SWIMMING POOL VENDING MACHINE	\$0	\$0
91009 CASH ON HAND - BANKING CHANGE	\$0	\$0
91010 Restricted Cash - Long Service Leave Reserve	\$167,019	\$166,982
91011 Restricted Cash - Plant Reserve	\$741,458	\$741,293
91014 Restricted Cash - Ongerup Effluent Line Reserve	\$37,069	\$37,060
91017 Restricted Cash - Area Promotion Reserve	\$30,532	\$30,525
91020 Restricted Cash - Borden Community Development Reserve	\$0	\$0
91023 Restricted Cash - Swimming Pool Upgrade Reserve	\$237,468	\$237,416
91025 Restricted Cash - Land Development Reserve	\$192,596	\$192,554
91026 Restricted Cash - Unspent Grants Reserve	\$0	\$0
91027 Restricted Cash - Computer Replacement Reserve	\$48,069	\$48,058
91029 Restricted Cash - Waste Disposal Reserve	\$249,882	\$249,827
91030 Restricted Cash - Royalties for Regions Unspent Grant	\$0	\$0
91031 Restricted Cash - Futures Fund Reserve	\$144,806	\$144,773
91034 RESTRICTED CASH - LIQUID WASTE FACILITY	\$31,702	\$31,695
91035 RESTRICTED CASH - COVID-19 RESERVE	\$100,022	\$100,000
91070 Restricted Cash - Kidz Sports Grant	\$0	\$0
91071 Restricted Cash - Cat Sterilisation Grant (DLG)	\$0	\$0
91072 Restricted Cash - ICOWA Stay on Your Feet Grant	\$0	\$0
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	\$0	\$211
91078 RESTRICTED CASH - BUSH FIRE SERVICES GRANT	\$0	\$119
91079 RESTRICTED CASH - CLGF YOUTH DEV SCHOLAR	\$0	\$0
91080 RESTRICTED CASH - CAT TRAP BONDS	\$0	\$100
91081 RESTRICTED CASH - TENANCY HOUSING BONDS	\$0	\$9,376
91100 Rates Debtor - Rates	\$714,599	\$125,059
91101 Rates Debtor - Specified Area Rates	\$17,450	\$9,792
91102 Rates Debtor - Rubbish Collection	\$8,961	\$5,277
91103 Rates Debtor - Health Act Rate	\$23,158	\$15,322
91104 Rates Debtor - Legal Charges	\$12,264	\$14,392
91105 Rates Debtor - Interest/Admin Charges	\$16,243	\$18,122
91106 Rates Debtor - ESL	\$17,847	\$6,251
91107 Rates Debtor - Sundry Charges	\$0	\$0
91108 Rates Debtor - Recycling Charges	\$7,764	\$4,261
91110 Sundry Debtors Control	\$64,878	\$153,804
91111 Pensioner Rebate Claims - General Rates	\$7,192	\$1,736
91112 Pensioner Rebate Claims - ESL Levy	\$0	\$107
91113 PROVISION FOR DOUBTFUL DEBTS	(\$55,546)	(\$46,624)
91120 GST Receivable	\$0	\$1,610
GST Payable	\$0	\$0
GST Claimable	\$0	\$52
91130 Accrued Interest on SSL's	\$209	(\$425)
91140 Self Supporting Loans (Current)	\$29,729	\$29,729
80034 LOAN ADVANCE - ONGERUP COMMUNITY DEVELOPMENT	\$340,000	\$0
55022 Less Allocated To Works	\$0	\$0
55032 Fuel & Oils Purchased	\$75,793	\$154,766
55042 Less Fuel & Oils Allocated	(\$65,993)	(\$160,567)
91200 Stock On Hand - Fuel & Oils	\$15,194	\$20,994
91201 Stock On Hand - Materials	\$0	\$0
93031 Suspense	\$0	\$0
	7,856,587	4,894,324
LESS CURRENT LIABILITIES		
93000 Sundry Creditors Control	(\$39,891)	(\$220,589)
93001 ESL Payable	(\$24,547)	\$5,138
93002 ACCRUED EXPENSES	(\$24,120)	(\$30,000)
93003 Part Proceeds - Sale of Land	\$0	\$0
93010 Accrued Interest On Loans	(\$5,664)	(\$5,664)
93020 Accrued Salaries & Wages	\$0	(\$23,293)
93040 GST Payable	\$0	\$0
93004 GRANT REVENUE RECEIVED IN ADVANCE	\$0	(\$19,422)
93030 Rate Payments Received In Advance	(\$65,353)	\$0
93043 Net Gst Payable/Receivable	\$0	\$0
93050 Net Salaries & Wages	\$0	\$0
93042 GST Liability (Payable)	\$0	\$0
93061 ANIMAL TRAP BONDS	\$0	\$0
93062 HOLLOW LOG TOURNAMENT	\$0	\$0
93063 HOUSING RETENTION MONIES	\$0	\$0
93064 TENANCY HOUSING BONDS	\$0	\$0
93065 Building Commission Levy	(\$790)	\$0
93066 BCITF Levy	(\$1,152)	\$0
99300 Trust Liabilities	\$0	(\$8,565)
99100 POLICE LICENSING (PAY)	\$306,266	\$523,234
99101 BCITF LEVY (PAY)	\$0	\$7,111
99102 BUILDING SERVICES LEVY (PAY)	\$0	\$5,795
99110 OTHER GENERAL TRUST (PAY)	\$0	\$11,155
99112 NOMINATION DEPOSITS PAYMENTS	\$0	\$480
99114 MICRO-CHIP BOND PAYMENTS	\$0	\$50
99200 POLICE LICENSING (REC)	(\$306,266)	(\$523,234)
99201 BCITF LEVY (REC)	\$0	(\$7,115)
99202 BUILDING SERVICES LEVY (REC)	\$0	(\$5,792)
99203 TENANCY HOUSING BONDS (REC)	\$0	(\$9,376)
99208 CAT TRAP BONDS (REC)	\$0	(\$100)
99210 OTHER GENERAL TRUST (REC)	\$0	(\$2,640)
99212 NOMINATION DEPOSITS RECEIPTS	\$0	(\$480)
xx2x Lease Liability	\$0	\$0
xx3x Lease Payment	\$0	\$0
93110 Loan Liability (Current)	(\$105,304)	(\$208,606)
80035 WATC SHORT TERM LOAN	(\$340,000)	\$0
93120 LEASE LIABILITY (CURRENT)	(\$12,665)	(\$24,899)
80024 PRINCIPAL ON FINANCE LEASES	\$6,276	\$11,473
93200 Provision For Annual Leave (Current)	(\$206,798)	(\$206,798)
93210 Provision For Long Service Leave (Current)	(\$128,653)	(\$126,106)
93220 Provision for Sick Leave Bonus (Current)	(\$45,278)	(\$45,278)
80004 Principal Repayments on Loans	\$0	\$0
80014 WATC SHORT TERM LOAN Principal	\$0	\$0
	-993,939	-903,521
SUB-TOTAL	6,862,648	3,990,804
ADJUSTMENTS		
95100 Reserves Cash backed	(\$1,980,623)	(\$1,980,183)
Add Back Loan & Finance Lease Liability	\$451,692	\$222,033
Deduct Off Self Supporting Loan Repayments	(\$309,729)	(\$29,729)
	\$0	\$0
Rounding	\$2	\$0
SURPLUS OF CURRENT ASSETS OVER CURRENT LIABILITIES	\$ 4,963,990	\$ 2,202,924

SHIRE OF GNOWANGERUP
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 31 DECEMBER 2020

EXPLANATION OF MATERIAL VARIANCES

REPORTING PROGRAM & EXPLANATION	TIMING / PERMANENT	\$ VARIANCE	% VARIANCE
<u>OPERATING REVENUE</u>			
General Purpose Funding			
Rates Income less than anticipated for reporting period		(30,540)	Within Threshold
Governance			
Variance within 10% or \$10,000 threshold		Within Threshold	(1)
Law Order & Public Safety -			
DFES Operating Grant instalment received earlier than anticipated		26,332	(50.55%)
Health			
Variance within 10% or \$10,000 threshold		Within Threshold	0%
Education & Welfare			
School mowing contract paid annually, not monthly as calculated for reporting period		(5,598)	0%
Housing			
Rental income less than anticipated for reporting period		(5,958)	12.98%
Community Amenities			
Drum Muster income and Contract for Roadside Collection higher than anticipated for reporting period		18,589	Within Threshold
Recreation & Culture			
Variance within 10% or \$5,000 threshold		Within Threshold	15.53%
Transport			
Mainroads Preservation Grant higher than anticipated, Airport funding received earlier than anticipated		65,958	(30.61%)
Economic Services			
Variance within 10% or \$10,000 threshold		Within Threshold	(33.79%)
Other Property and Services			
\$500,000 received in advance for DCEP Grant, Insurance rebates higher than anticipated for reporting period		524,801	(90.09%)
<u>OPERATING EXPENDITURE</u>			
General Purpose Funding			
Notice printing, advertising and promotion for rates less than anticipated for reporting period		16,606	65.20%
Governance			
Audit Fees, Community Grants and Conference costs less than anticipated for reporting period		88,155	22.79%
Law Order & Public Safety -			
Vehicle maintenance, advertising and printing costs less than anticipated for reporting period		30,740	18.63%
Health			
EHO and Medical Centre maintenance costs less than anticipated for reporting period		35,346	24.06%
Education & Welfare			
Education Dept mowing contract expenditure and Old Kindy building maintenance less than anticipated for reporting period		11,329	89.39%
Housing			
Variance within 10% or \$10,000 threshold		Within Threshold	Within Threshold
Community Amenities			
Community Amenities, Cemetery maintenance and Town Planning costs less than anticipated for reporting period		74,640	29.47%
Recreation & Culture			
Swimming pool operations less than anticipated for reporting period		47,059	Within Threshold
Transport			
Road maintenance expenditure less than anticipated for reporting period		238,845	14.69%
Economic Service			
Adverse Event Plan not completed, Marketing & Tourism expenditure less than anticipated for reporting period		86,684	134.28%
Other Property & Services			
Administration operating costs across all areas less than anticipated for reporting period		129,333	48.31%

CAPITAL REVENUES			
<u>Non-Operating Grants, Subsidies & Contributions</u>			
<u>Transport</u>			
Regional Road Group Grants - Submitted, not yet received		(220,000)	
Roads to Recovery Grants -		(184,431)	
LRCI Grants - 50% received in advance		73,050	
Airstrip Grants & Contributions - Funds received earlier than anticipated		40,181	
<u>Economic Services</u>			
Commonwealth Water Grants - Not received to date as anticipated		(100,000)	
Drought Extension Grants - 50% received in advance		100,000	
		(291,199)	(100.00%)
<u>Proceeds from Sale of Assets</u>			
Sale of DCEO Vehicle GN001	Finalised	6,364	
Sale of Doctor Vehicle GN006	Finalised	(3,636)	
Sale of Mower GN0029	TIMING	(5,000)	
Sale of Mower GN0034	TIMING	(2,000)	
Sale of Mower GN.10718	TIMING	(3,000)	
Sale of Side Tipper GN.17003	TIMING	(40,000)	
Sale of Dolly GN.170002	TIMING	(10,000)	
Sale of Multi Roller GN.0030	TIMING	10,000	
Sale of Utility (GN0028)	Finalised	7,273	
Sale of Utility GN.010	Finalised	9,090	
Sale of Utility GN.003	Finalised	10,273	
Sale of Utility GN.0046	Finalised	7,273	
		(13,364)	(103.12%)
<u>Transfers from Reserve</u>			
Transfers from Reserve -	TIMING		
CAPITAL EXPENDITURE			
<u>Transfers to Reserve</u>			
Transfers to Reserve - Interest earned on reserve accounts transferred to Reserve - Reserve Transfers not yet actioned	TIMING	(15,155)	(3441.96%)
<u>Furniture & Equipment</u>			
<u>Other Property & Services</u>			
Administration Furniture & Equipment	TIMING	29,556	
		29,556	(100.00%)
<u>Land</u>			
<u>Community Amenities</u>			
Purchase of Land - Community Amenities	TIMING	(12,135)	
		(12,135)	
<u>Buildings</u>			
<u>Housing</u>			
25 McDonald St Building Capital Expenses	TIMING	8,455	
<u>Other Housing</u>	TIMING		
<u>Community Amenities</u>			
	TIMING		
	TIMING		
<u>Recreation & Culture</u>			
Gnowangerup Sporting Complex - Fire Hydrant System and diesel Fire Pump	TIMING	13,000	
Borden CWA Building - Renewals and safety measures	TIMING	43,110	
Ongerup Sports Pavilion Capital - Renewals & Renovations	TIMING	73,204	
Borden Pavilion Multipurpose Shed & Shelter	TIMING	12,510	
		150,278	83.68%
<u>Plant & Equipment</u>			
<u>Health</u>			
Doctors Vehicle	Finalised	11,822	

Recreation & Culture			
Purchase Mower GN.0029	TIMING	28,000	
Purchase Mower GN.0034	TIMING	28,000	
Transport			
Purchase Side Tipper GN.17003	TIMING	110,000	
Purchase Dolly GN.17002	TIMING	28,000	
Purchase Multi Roller	TIMING	190,000	
Purchase of Utility (GN.010)	Finalised	(1,614)	
Purchase of Utility GN.003	Finalised	(4,976)	
Purchase of Utility GN.0028	Finalised	(4,855)	
Purchase of Utility GN.0046	Finalised	(4,855)	
Purchase of Utility Maint Officer	Finalised	1,828	
Purchase Box top Trailer & Post Hole Borer	TIMING	15,000	
Purchase Sign Box Top Trailer GN.7809	TIMING	6,500	
Other Property & Services			
DCEO Vehicle	Finalised	7,456	
Total (Over)/Under Budget		410,306	(100.00%)
Road Construction			
Roads to Recovery			
RTR Rabbit Proof Fence Rd - Gravel Sheet	TIMING	0	
RTR - Nightwell Rd Reseal	TIMING	134,526	
RTR - Cowalellup Road	TIMING	0	
Regional Road Group			
RRG - Tieline Road	TIMING	22,000	
RRG - Kowbrup Road	TIMING	535,911	
RRG - Borden - Bremer Road	TIMING	263,000	
Commonwealth Local Roads & Community Infrastructure			
LRCIP - Chillinup Road	TIMING	320,000	
LRCIP - Boxwood Hill-Ongerup Road	TIMING	109,708	
Municipal Road Projects			
Boxwood Hill - Ongerup Road Reseal	TIMING		
Garnett Road	TIMING		
Cecil Street Reseal	TIMING		
Quinn St Reseal	TIMING		
Borden Bremer Bay Road	TIMING		
Old Ongerup Rd Gravel Sheet	TIMING		
Total (Over)/Under Budget		1,385,145	596.92%
Footpaths			
Footpaths - Project yet to commence	TIMING	0	
		0	0%
Airport Infrastructure			
Airport Infrastructure - Provisions for RNAV approaches to Airport		51,545	
Total (Over)/Under Budget	TIMING	51,545	2651.87%
Parks & Ovals			
Playground Gnp Sports Complex	TIMING	35,329	
Total (Over)/Under Budget		35,329	339.93%
Other Infrastructure			
Community Amenities			
Gnp Cemetery Project	TIMING	56,474	
Recreation & Culture			
Heritage Trail Extension	TIMING	0	
Transport			
Depot Fencing Renewal	TIMING	12,500	
Depot Adblue Storage Tank	TIMING	16,130	
Gnp Precinct Renewal Project	TIMING	98,722	
Stirlings/Borden Streetscape Project	TIMING	61,377	
Ongerup Streetscape and Signage Works	TIMING	84,631	
Economic Services			
Airport Dam Upgrade	TIMING	205,000	
Toompup Dam Renewal	TIMING	111,690	
Magitup Dam Renewal	TIMING	84,000	
Gnowangerup Depot Water Harvesting project	TIMING	34,500	
Amelup Potable Water Supply & Firefighting Tank	TIMING	25,322	
Caravan Park Other Infrastructure	TIMING	5,000	
Formby Road Bore Tank Capital - Labour costs	TIMING	0	
Total (Over)/Under Budget		795,346	(156.49%)
Note: (NB) = No Budget Provision Made			

16.3 STATUTORY BUDGET REVIEW AS AT 31 JANUARY 2021

Location: N/A
Proponent: N/A
File Ref:
Date of Report: 9th February 2021
Business Unit: Finance
Officer: D Long – Finance Consultant
Disclosure of Interest: Nil

ATTACHMENTS

- Attachment 1 – Budget Review Workpapers for period ending 31st January 2021.

PURPOSE OF THE REPORT

The purpose of this report is for Council to consider and adopt the Budget Review Report, with any amendments, for the period 1st July 2020 to 31st January 2021.

BACKGROUND

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

6.2. Local government to prepare annual budget

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

****Absolute majority required.***

The Local Government (Financial Management) Regulations 1996 require local governments to undertake a review of the Annual Budget.

33A. Review of Budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
- (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government’s financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

- (3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

***Absolute majority required.**

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

A detailed analysis at account level incorporating year to date actual results and budget projections to 30 June 2021, for the period ending 31 January 2021, is presented for consideration. A Statement of Financial Activity at program level has been prepared to provide a summarisation of the budget review results, as well as a Statement of Closing Funds detailing the projected surplus as at 30 June 2021.

COMMENTS

The budget review has been prepared to include the information required by the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996, and the Australian Accounting Standards. Council adopted a 10% or \$10,000 threshold minimum for the reporting of material variances to be used in the Statement of Financial Activity and the annual Budget Review Report.

In summary, based on current trends, it is anticipated that a surplus of \$59,901 can be achieved as at 30 June 2021, due to a net increase in the closing surplus from 2019/2020 of \$129,088; amongst other adjustments to accommodate project/program variations.

The following table details the proposed budget amendments:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
40185	Sale of Multi Roller GN0030 – Vehicle no longer being traded	(\$10,000)	(\$0)		\$10,000
40025	Sale of Utility GN003 – Trade in valuer higher than anticipated	(\$17,000)	(\$27,273)	(\$10,273)	
01003	Rates Income – Decrease in interim rates levied	(\$3,882,678)	(\$3,846,797)		\$35,881
02003	WALGGC General Purpose Grant – Decrease in local road grant final payment due to advance paid last year	(\$400,575)	(\$381,697)		\$18,878
02013	WALGGC Local Road Grant – Decrease in local road grant final payment due to advance paid last year	(\$310,500)	(\$272,940)		\$37,560
04092	Audit Fee Expenses– Decrease in	\$46,250	\$26,250	(\$20,000)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	audit fees				
12032	Mosquito Control Expenses – increase in wages, overheads and materials to for increase in control program activities	\$6,504)	\$24,000		\$17,496
24032 – TM02	Gnowangerup Refuse Site Maintenance Expenses – Increase in wages, overheads and plant costs for site maintenance	\$45,849	\$63,798		\$17,949
24032 – TM03	Ongerup Refuse Site Expenses - Increase in wages, overheads and plant costs for site maintenance	\$30,929	\$34,154		\$3,225
24032 – TM04	Borden Refuse Site - Decrease in wages, overheads and plant costs for site maintenance	\$29,256	\$26,146	(\$3,110)	
24063	Asbestos/Rubbish Disposal Fees – increase in tipping fees	(\$0)	(\$10,334)	(\$10,334)	
25012	Refuse Collection from Streets, works depot etc – Increase in wages, overheads and plant costs	\$20,480	\$31,155		\$10,675
29102	Town Planning Salaries – Decrease in salaries paid	\$73,364	\$55,598	(\$17,766)	
31062	Ongerup Hall Building Operation Expenses – Increase in wages and overheads expenses, decrease in insurance premium expenses	\$32,250	\$46,082		\$13,832
33022 (Includes all PG Jobs)	Gnowangerup Parks & Gardens – increase in wages and overheads costs, decrease in insurance premiums	\$109,705	\$91,359	(\$18,346)	
33052	Gnowangerup Sporting Complex Grounds Maintenance – Increase in wages overheads, electricity charges and materials for pump repairs	\$82,362	\$120,112		\$37,750
37332	Old Gnowangerup Star Building Maintenance – Increase in wages and overheads and materials & contract	\$0	\$10,480		\$10,480

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	costs for 3 phase power				
39052	Gnowangerup Depot Building Operation – Increase in materials cost for decommissioning fuel tanks	\$56,836	\$70,945		\$14,109
39112	Road Maintenance Expenses – Decrease in wages, overheads and plant costs; increase in materials costs for gravel supplies	\$2,034,125	\$2,024,838	(\$9,287)	
39182	Gnowangerup Depot General Maintenance – Decrease in wages, overheads and plant costs	\$19,569	\$3,620	(\$15,949)	
39342	Road Verge Maintenance and Clearing – Increase due to additional LRCI grant funding available	\$0	\$318,016		\$318,016
38093	Cwth Local Roads and Community Infrastructure Grant – Additional grant funding made available	\$0	(\$318,016)	(\$318,016)	
47022	Building Services Salaries – Decrease in salaries	\$49,410	\$24,439	(\$24,971)	
57082	Superannuation Outside Workers – Decrease in superannuation expenses due to less staff taking up Council co-contribution	\$204,292	\$145,000	(\$59,292)	
57992	Less recovered from works – decrease in allocations for public works over	(\$953,297)	(\$905,210)		\$48,087
59032	Accounting Expenses – Decrease in contractor costs	\$51,750	\$41,750	(\$10,000)	
60282	Governance Salaries – increase in salaries allocated to this department	\$227,589	\$254,045		\$26,456
60002	Governance Employee Leave – Increase in leave allocations costed to this department	\$0	\$17,075		\$17,075
61262	Corporate & Community Salaries – Decrease in salaries allocated to this	\$493,812	\$363,412	(\$130,400)	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	department				
61002	Corporate and Community Leave – increase in leave allocations costed to this department	\$0	\$25,797		\$25,797
61022	C&C Superannuation – Decrease in superannuation expenses due to less staff taking up Council co-contribution	\$76,210	\$54,440	(\$21,770)	
000000	(Surplus)/Deficit Carried Forward – Increase in surplus due to year-end audit adjustments	(\$2,053,441)	(\$2,182,529)	(\$129,088)	
14044	Doctors Vehicle Purchase – Purchase price less than expected	\$55,000	\$43,178	(\$11,822)	
43024	Airport Runway Repairs – Additional renewal repairs to runway to preserve seal	\$0	\$37,071		\$37,071
	Other minor variations below the \$10,000 threshold			(\$171,946)	\$222,132
TOTAL				(\$982,370)	\$922,469
Net Adjustment to 2020/21 Budget				(\$59,901)	

Estimated closing funds in 2020-21 Adopted Budget	\$0
Plus net savings as detailed in table above	<u>\$59,901</u>
Net Estimated Closing Funds	<u>\$59,901</u>

Based on current revenue and expenditure trends, and projections as at 31 January 2021, it is estimated that there will be a surplus of \$59,901 in closing funds as at 30 June 2021.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government Act 1995 Section 6.2

Local Government (Financial Management) Regulations 1996, Regulation 33A.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The financial implications of this report are detailed in the commentary section. Based on current trends, the budget review analysis predicts:

1. an overall decrease in operating revenue of \$22,997;
2. an overall increase in operating expenditure of \$324,552;
3. an overall decrease in non-cash expenses deducted of \$1,447
4. an overall increase in capital expenditure of \$37,883;
5. an overall increase in proceeds from sale of assets of \$26,637;
6. an overall increase in contributions for the development of assets of \$318,016
7. an overall decrease in Transfers to Reserves of \$8,900;
8. An increase in the estimated Opening Surplus carried forward from 30 June 2020 of \$129,088; and
9. A decrease in general rate revenue of \$35,881.

STRATEGIC IMPLICATIONS

Strategic Community Plan

Theme: A Sustainable and Capable Council

Objective: Provide accountable and transparent leadership

Strategic Initiative: Demonstrate accountability through robust reporting that is relevant and easily accessible by the Community.

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)	Low
Consequence: (Insignificant, Minor, Moderate, Major, Catastrophic)	Insignificant

Likelihood: (Almost Certain, Likely, Possible, Unlikely, Rare)	Almost Certain
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IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The budget review analysis projects, based on current trends, an anticipated end of year surplus of \$59,901.

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr R House

0221.15 That Council:

- 1. Adopts the 2020/21 Annual Budget Review, as presented in Attachment 1, and note that the estimated closing funds are based on current revenue and expenditure trends;***
- 2. Approves the following budget amendments as authorised expenditure:***

CARRIED BY ABSOLUTE MAJORITY: 8/0

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
40185	Sale of Multi Roller GN0030 – Vehicle no longer being traded	(\$10,000)	(\$0)		\$10,000
40025	Sale of Utility GN003 – Trade in valuer higher than anticipated	(\$17,000)	(\$27,273)	(\$10,273)	
01003	Rates Income – Decrease in interim rates levied	(\$3,882,678)	(\$3,846,797)		\$35,881
02003	WALGGC General Purpose Grant – Decrease in local road grant final payment due to advance paid last year	(\$400,575)	(\$381,697)		\$18,878

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

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
02013	WALGGC Local Road Grant – Decrease in local road grant final payment due to advance paid last year	(\$310,500)	(\$272,940)		\$37,560
04092	Audit Fee Expenses– Decrease in audit fees	\$46,250	\$26,250	(\$20,000)	
12032	Mosquito Control Expenses – increase in wages, overheads and materials to for increase in control program activities	\$6,504)	\$24,000		\$17,496
24032 – TM02	Gnowangerup Refuse Site Maintenance Expenses – Increase in wages, overheads and plant costs for site maintenance	\$45,849	\$63,798		\$17,949
24032 – TM03	Ongerup Refuse Site Expenses - Increase in wages, overheads and plant costs for site maintenance	\$30,929	\$34,154		\$3,225
24032 – TM04	Borden Refuse Site - Decrease in wages, overheads and plant costs for site maintenance	\$29,256	\$26,146	(\$3,110)	
24063	Asbestos/Rubbish Disposal Fees – increase in tipping fees	(\$0)	(\$10,334)	(\$10,334)	
25012	Refuse Collection from Streets, works depot etc – Increase in wages, overheads and plant costs	\$20,480	\$31,155		\$10,675
29102	Town Planning Salaries – Decrease in salaries paid	\$73,364	\$55,598	(\$17,766)	
31062	Ongerup Hall Building Operation Expenses – Increase in wages and overheads expenses, decrease in insurance premium expenses	\$32,250	\$46,082		\$13,832
33022 (Includes all PG Jobs)	Gnowangerup Parks & Gardens – increase in wages and overheads costs, decrease in insurance premiums	\$109,705	\$91,359	(\$18,346)	
33052	Gnowangerup Sporting Complex Grounds Maintenance – Increase in	\$82,362	\$120,112		\$37,750

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	wages overheads, electricity charges and materials for pump repairs				
37332	Old Gnowangerup Star Building Maintenance – Increase in wages and overheads and materials & contract costs for 3 phase power	\$0	\$10,480		\$10,480
39052	Gnowangerup Depot Building Operation – Increase in materials cost for decommissioning fuel tanks	\$56,836	\$70,945		\$14,109
39112	Road Maintenance Expenses – Decrease in wages, overheads and plant costs; increase in materials costs for gravel supplies	\$2,034,125	\$2,024,838	(\$9,287)	
39182	Gnowangerup Depot General Maintenance – Decrease in wages, overheads and plant costs	\$19,569	\$3,620	(\$15,949)	
39342	Road Verge Maintenance and Clearing – Increase due to additional LRCI grant funding available	\$0	\$318,016		\$318,016
38093	Cwth Local Roads and Community Infrastructure Grant – Additional grant funding made available	\$0	(\$318,016)	(\$318,016)	
47022	Building Services Salaries – Decrease in salaries	\$49,410	\$24,439	(\$24,971)	
57082	Superannuation Outside Workers – Decrease in superannuation expenses due to less staff taking up Council co-contribution	\$204,292	\$145,000	(\$59,292)	
57992	Less recovered from works – decrease in allocations for public works over	(\$953,297)	(\$905,210)		\$48,087
59032	Accounting Expenses – Decrease in contractor costs	\$51,750	\$41,750	(\$10,000)	
60282	Governance Salaries – increase in salaries allocated to this department	\$227,589	\$254,045		\$26,456
60002	Governance Employee Leave – Increase in leave allocations costed	\$0	\$17,075		\$17,075

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	POSITIVE OUTCOME	NEGATIVE OUTCOME
	to this department				
61262	Corporate & Community Salaries – Decrease in salaries allocated to this department	\$493,812	\$363,412	(\$130,400)	
61002	Corporate and Community Leave – increase in leave allocations costed to this department	\$0	\$25,797		\$25,797
61022	C&C Superannuation – Decrease in superannuation expenses due to less staff taking up Council co-contribution	\$76,210	\$54,440	(\$21,770)	
000000	(Surplus)/Deficit Carried Forward – Increase in surplus due to year-end audit adjustments	(\$2,053,441)	(\$2,182,529)	(\$129,088)	
14044	Doctors Vehicle Purchase – Purchase price less than expected	\$55,000	\$43,178	(\$11,822)	
43024	Airport Runway Repairs – Additional renewal repairs to runway to preserve seal	\$0	\$37,071		\$37,071
	Other minor variations below the \$10,000 threshold			(\$171,946)	\$222,132
TOTAL				(\$982,370)	\$922,469
Net Adjustment to 2020/21 Budget				(\$59,901)	

SHIRE OF GNOWANGERUP

BUDGET REVIEW REPORT

31 January 2021

SHIRE OF GNOWANGERUP
BUDGET REVIEW FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 31 JANUARY 2021

	2020-21	2020-21	2020-21	30 JUNE 2021	PROJECTION VARIANCES	
	ANNUAL	YTD	YTD		PROJECTION	FAVOURABLE
	BUDGET	BUDGET (a)	ACTUAL (b)			
OPERATING REVENUE	\$	\$	\$			
General Purpose Funding	852,442	476,723	445,915	775,958	1,881	(78,365)
Governance	0	0	1,045	1,045	1,045	0
Law, Order Public Safety	72,810	48,562	72,417	78,058	5,658	(410)
Health	1,200	840	0	1,200	0	0
Education and Welfare	11,200	6,531	0	11,200	0	0
Housing	96,028	60,498	52,977	91,926	0	(4,102)
Community Amenities	277,110	271,038	287,641	291,305	15,410	(1,215)
Recreation and Culture	19,365	13,810	12,369	18,531	166	(1,000)
Transport	149,600	149,559	215,564	175,427	25,827	0
Economic Services	28,180	15,576	9,892	30,771	2,591	0
Other Property and Services	105,497	64,178	82,550	115,034	10,537	(1,000)
	1,613,432	1,107,314	1,180,370	1,590,455	63,115	(86,092)
LESS OPERATING EXPENDITURE						
General Purpose Funding	(112,462)	(47,846)	(25,468)	(107,462)	5,000	0
Governance	(834,589)	(523,188)	(386,860)	(807,951)	29,200	(2,562)
Law, Order, Public Safety	(396,152)	(219,548)	(168,708)	(407,264)	831	(11,943)
Health	(322,499)	(207,449)	(150,006)	(336,012)	5,067	(18,579)
Education and Welfare	(40,363)	(26,526)	(13,839)	(38,988)	1,375	0
Housing	(69,087)	(44,629)	(36,448)	(76,228)	6,557	(13,698)
Community Amenities	(574,230)	(374,794)	(268,947)	(604,463)	21,455	(51,688)
Recreation and Culture	(1,498,867)	(931,446)	(829,250)	(1,549,613)	30,285	(81,031)
Transport	(3,346,722)	(2,149,269)	(1,726,412)	(3,680,821)	25,303	(359,402)
Economic Services	(323,142)	(173,387)	(69,580)	(293,670)	30,672	(1,200)
Other Property & Services	(639,769)	(434,327)	(353,281)	(579,963)	231,165	(171,359)
	(8,157,882)	(5,132,410)	(4,028,801)	(8,482,434)	386,911	(711,463)
<i>Increase(Decrease)</i>	(6,544,450)	(4,025,096)	(2,848,431)	(6,891,979)	450,026	(797,555)
ITEMS EXCLUDED FROM OPERATIONS						
Movement in Employee Benefits (Non-current)	68,888	0	0	68,888	0	0
Loss on the disposal of assets	0	0	14,961	14,961	14,961	0
(Profit) on the disposal of assets	0	0	(16,408)	(16,408)	0	(16,408)
Depreciation Written Back	2,275,630	1,326,920	1,164,291	2,275,630	0	0
	2,344,518	1,326,920	1,162,843	2,343,071	14,961	(16,408)
<i>Sub Total</i>	(4,199,932)	(2,698,176)	(1,685,587)	(4,548,908)	464,987	(813,963)
INVESTING ACTIVITIES						
Purchase of Land	0	0	0	0	0	0
Purchase Buildings	(203,778)	(194,628)	(39,642)	(207,397)	0	(3,619)
Purchase Plant and Equipment	(699,500)	(699,500)	(289,194)	(694,694)	21,106	(16,300)
Purchase Furniture and Equipment	(45,000)	(45,000)	(15,444)	(45,000)	0	0
Infrastructure Assets - Roads	(2,105,192)	(1,601,216)	(16,976)	(2,105,192)	0	0
Infrastructure Assets - Footpaths	(5,000)	0	0	(5,000)	0	0
Infrastructure Assets - Aerodromes	(55,250)	(55,250)	(40,776)	(92,321)	0	(37,071)
Infrastructure Assets - Drainage	(5,000)	0	(381)	(5,000)	0	0
Infrastructure Assets - Sewerage	0	0	0	0	0	0
Infrastructure Assets - Parks & Ovals	(58,810)	(58,810)	(23,481)	(58,810)	0	0
Infrastructure Assets - Solid Waste	0	0	0	0	0	0
Infrastructure Assets - Other	(839,396)	(819,396)	(36,540)	(841,395)	0	(1,999)
Proceeds from Sale of Assets	192,000	192,000	158,636	218,637	40,273	(13,636)
Contributions for the Development of Assets	2,527,849	1,737,920	766,158	2,845,865	318,016	0
Amount Attributable to Investing Activities	(1,297,077)	(1,543,880)	462,360	(990,307)	379,395	(72,625)
FINANCING ACTIVITIES						
Repayment of Debt - Loan Principal	(208,606)	(103,302)	(103,302)	(208,606)	0	0
Repayment of Debt - Finance Lease	(12,664)	(7,384)	(7,333)	(12,664)	0	0
Self Supporting Loan Principal Income	29,729	14,715	0	29,729	0	0
Transfer to Reserves	(398,569)	(5,773)	(440)	(389,669)	8,900	0
	(590,110)	(101,744)	(111,075)	(581,210)	8,900	0
Plus Rounding						
<i>Sub Total</i>	(6,087,119)	(4,343,800)	(1,334,302)	(6,120,425)	853,282	(886,588)
FUNDING FROM						
Transfer from Reserves	151,000	0	0	151,000	0	0
Loans Raised	0	0	0	0	0	0
Estimated Opening Surplus at 1 July	2,053,441	2,053,441	2,182,529	2,182,529	129,088	0
Amount Raised from General Rates	3,882,678	3,882,678	3,846,830	3,846,797	0	(35,881)
	6,087,119	5,936,119	6,029,359	6,180,326	129,088	(35,881)
NET SURPLUS/(DEFICIT)	0	1,592,319	4,695,057	59,901	982,370	(922,469)

PROJECTED SURPLUS/(DEFICIT) 59,901

**SHIRE OF GNOWANGERUP
BUDGET REVIEW FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD ENDING 31 JANUARY 2021**

	2019-2020 C/FWD	YTD ACTUAL	2020-21 BUDGET	30 JUNE 2021 PROJECTION
CURRENT ASSETS				
Unrestricted Cash	2,531,583	4,657,338	472,176	532,077
Restricted Cash Reserves	1,980,183	1,980,623	2,227,752	2,227,752
Restricted Cash Other	19,423	7,270	0	0
Accounts Receivable	300,450	589,473	308,686	308,686
Self Supporting Loans	29,729	369,729	0	340,000
Stock On Hand	15,194	15,175	15,194	15,194
TOTAL CURRENT ASSETS	4,876,562	7,619,608	3,023,808	3,423,709
CURRENT LIABILITIES				
Bank Overdraft	0	0	0	0
Accounts Payable	(283,969)	(193,472)	(417,873)	(417,873)
Contract Liabilities	(19,423)	0	0	0
Employee Provisions	(380,729)	(380,729)	(378,183)	(378,183)
Current Borrowings	(208,606)	(445,304)	(216,784)	(216,784)
Lease Liabilities	(12,664)	(5,332)	(5,082)	(5,082)
TOTAL CURRENT LIABILITIES	(905,391)	(1,024,837)	(1,017,922)	(1,017,922)
SUB-TOTAL	3,971,171	6,594,771	2,005,886	2,405,787
LESS				
Restricted Cash at Bank - Reserves	(1,980,183)	(1,980,623)	(2,227,752)	(2,227,752)
Self Supporting Loans	(29,729)	(369,729)	0	(340,000)
Current Borrowings Repayments	208,606	445,304	216,784	216,784
Current Finance Lease Repayments	12,664	5,332	5,082	5,082
Roundings	0	0	0	0
SUB-TOTAL	(1,788,642)	(1,899,716)	(2,005,886)	(2,345,886)
NET CURRENT ASSETS	2,182,529	4,695,055	0	59,901

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
Proceeds Sale of Assets										
40095	Sale of DCEO Vehicle GN001	(\$31,364)	\$0	(\$25,000)	\$0	(\$31,364)	\$0	(\$6,364)	\$0	Trade price higher
40345	Sale of MCCS Vehicle GN002	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
40115	Sale of Doctor Vehicle GN006	(\$16,364)	\$0	(\$20,000)	\$0	(\$16,364)	\$0	\$0	\$3,636	Trade price lower
40175	Sale of Mower GN0029	\$0	\$0	(\$5,000)	\$0	(\$5,000)	\$0	\$0	\$0	
40175	Sale of Mower GN0034	\$0	\$0	(\$2,000)	\$0	(\$2,000)	\$0	\$0	\$0	
40545	Sale of Mower GN.10718	\$0	\$0	(\$3,000)	\$0	(\$3,000)	\$0	\$0	\$0	
40515	Sale of Side Tipper GN.17003	\$0	\$0	(\$40,000)	\$0	(\$40,000)	\$0	\$0	\$0	
40525	Sale of Dolly GN.170002	\$0	\$0	(\$10,000)	\$0	(\$10,000)	\$0	\$0	\$0	
40185	Sale of Multi Roller GN.0030	\$0	\$0	(\$10,000)	\$0	\$0	\$0	\$0	\$10,000	Roller no longer being sold
40165	Sale of Utility (GN0028)	(\$27,273)	\$0	(\$20,000)	\$0	(\$27,273)	\$0	(\$7,273)	\$0	Trade price higher
40275	Sale of Utility GN.010	(\$29,090)	\$0	(\$20,000)	\$0	(\$29,090)	\$0	(\$9,090)	\$0	Trade price higher
40025	Sale of Utility GN.003	(\$27,273)	\$0	(\$17,000)	\$0	(\$27,273)	\$0	(\$10,273)	\$0	Trade price higher
40035	Sale of Utility GN.0046	(\$27,273)	\$0	(\$20,000)	\$0	(\$27,273)	\$0	(\$7,273)	\$0	Trade price higher
23015	Proceeds - Sale of Land	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
PROCEEDS FROM SALE OF ASSETS		(\$158,636)	\$0	(\$192,000)	\$0	(\$218,637)	\$0	(\$40,273)	\$13,636	
Written Down Value						\$0	\$0			
Written Down Value - Works Plant		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - WDV ON DISPOSAL OF ASSET		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - GAIN/LOSS ON DISPOSAL OF ASSET		(\$158,636)	\$0	(\$192,000)	\$0	(\$218,637)	\$0	(\$40,273)	\$13,636	
Total - OPERATING STATEMENT		(\$158,636)	\$0	(\$192,000)	\$0	(\$218,637)	\$0	(\$40,273)	\$13,636	

Shire of Gnowangerup
BUDGET REVIEW REPORT

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
RATES										
OPERATING EXPENDITURE										
01012	Administration Activity Costs	\$0	\$21,569	\$0	\$50,919	\$0	\$50,919	\$0	\$0	
01032	Notice Printing & Stationary	\$0	\$0	\$0	\$7,270	\$0	\$7,270	\$0	\$0	
01042	Advertising & Promotion	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
01052	Collection Costs	\$0	\$0	\$0	\$5,000	\$0	\$0	(\$5,000)	\$0	No debt collection occurring
01062	Valuation Charges	\$0	\$309	\$0	\$8,850	\$0	\$8,850	\$0	\$0	
01072	Search Costs	\$0	\$0	\$0	\$500	\$0	\$500	\$0	\$0	
01082	Rates Written Off	\$0	\$9	\$0	\$50	\$0	\$50	\$0	\$0	
01092	Specified Area Rate Costs	\$0	\$0	\$0	\$31,893	\$0	\$31,893	\$0	\$0	
Sub Total - GENERAL RATES OP EXP		\$0	\$21,888	\$0	\$106,482	\$0	\$101,482	(\$5,000)	\$0	
OPERATING INCOME										
01003	Rates Income	(\$3,846,797)	\$0	(\$3,882,678)	\$0	(\$3,846,797)	\$0	\$0	\$35,881	Decrease in rates due to valuation adjustments
01013	Ex Gratia Rates Contribution	(\$35,295)	\$0	(\$35,295)	\$0	(\$35,295)	\$0	\$0	\$0	
01053	Admin Fee Rate Instalments	(\$4,900)	\$0	(\$5,000)	\$0	(\$5,000)	\$0	\$0	\$0	
01043	Interest On Rates Instalments	(\$12,588)	\$0	(\$11,500)	\$0	(\$12,588)	\$0	(\$1,088)	\$0	
01033	Non Payment Penalty	(\$13,793)	\$0	(\$13,000)	\$0	(\$13,793)	\$0	(\$793)	\$0	
01023	Pensioner Deferred Rate Interest	(\$611)	\$0	(\$1,938)	\$0	(\$611)	\$0	\$0	\$1,327	
01063	Rate Enquiries	(\$3,560)	\$0	(\$5,700)	\$0	(\$4,000)	\$0	\$0	\$1,700	
01073	ESL Administration Fees	(\$4,000)	\$0	(\$4,000)	\$0	(\$4,000)	\$0	\$0	\$0	
01083	Back Rates Raised	(\$33)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
01103	Legal Charges Reimbursed	\$0	\$0	(\$5,000)	\$0	\$0	\$0	\$0	\$5,000	No debt collection occurring
01113	Specified Area Rate - Gnp	(\$30,040)	\$0	(\$29,934)	\$0	(\$29,934)	\$0	\$0	\$0	
01133	Rates Received in Advance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
01143	Specified Area Rate - Borden	(\$10,101)	\$0	(\$10,100)	\$0	(\$10,100)	\$0	\$0	\$0	
Sub Total - GENERAL RATES OP INC		(\$3,961,718)	\$0	(\$4,004,145)	\$0	(\$3,962,118)	\$0	(\$1,881)	\$43,908	
Total - GENERAL RATES		(\$3,961,718)	\$21,888	(\$4,004,145)	\$106,482	(\$3,962,118)	\$101,482	(\$6,881)	\$43,908	
OTHER GENERAL PURPOSE FUNDING										
OPERATING EXPENDITURE										
02042	Bank Fees	\$0	\$3,109	\$0	\$5,500	\$0	\$5,500	\$0	\$0	
02052	Rates Waiver	\$0	\$471	\$0	\$480	\$0	\$480	\$0	\$0	
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/		\$0	\$3,580	\$0	\$5,980	\$0	\$5,980	\$0	\$0	
OPERATING INCOME										
02003	WA Local Govt Grants Commission - General Purpose	(\$190,849)	\$0	(\$400,575)	\$0	(\$381,697)	\$0	\$0	\$18,878	Reduction in general purpose grant
02013	WA Local Govt Grants Commission - Untied Roads Grant	(\$136,470)	\$0	(\$310,500)	\$0	(\$272,940)	\$0	\$0	\$37,560	Reduction in local road grant
02023	Self Supporting Loan Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
02033	Interest on Investments	(\$3,269)	\$0	(\$10,000)	\$0	(\$5,000)	\$0	\$0	\$5,000	Reduction in interest earned due to lower rates
02043	Interest on Reserve Fund	(\$440)	\$0	(\$9,900)	\$0	(\$1,000)	\$0	\$0	\$8,900	Reduction in interest earned due to lower rates
Sub Total - OTHER GENERAL PURPOSE FUNDING OP/		(\$331,028)	\$0	(\$730,975)	\$0	(\$660,637)	\$0	\$0	\$70,338	
Total - OTHER GENERAL PURPOSE FUNDING		(\$331,028)	\$3,580	(\$730,975)	\$5,980	(\$660,637)	\$5,980	\$0	\$70,338	
Total - GENERAL PURPOSE FUNDING		(\$4,292,746)	\$25,468	(\$4,735,120)	\$112,462	(\$4,622,755)	\$107,462	(\$6,881)	\$114,246	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
MEMBERS OF COUNCIL										
OPERATING EXPENDITURE										
03002		\$0	\$18,272	\$0	\$34,928	\$0	\$34,928	\$0	\$0	
03032	Members Travelling	\$0	\$1,878	\$0	\$6,640	\$0	\$6,640	\$0	\$0	
03042	Conference Expenses	\$0	\$0	\$0	\$8,000	\$0	\$8,000	\$0	\$0	
03052	Election Expenses	\$0	\$2,442	\$0	\$6,450	\$0	\$6,450	\$0	\$0	
03062	Members Allowances	\$0	\$49,190	\$0	\$98,380	\$0	\$98,380	\$0	\$0	
03072	Telecommunication Allowance	\$0	\$3,031	\$0	\$6,060	\$0	\$6,060	\$0	\$0	
03082	Refreshments & Receptions	\$0	\$7,108	\$0	\$26,000	\$0	\$24,900	(\$1,100)	\$0	Savings on staff Christmas party expenses
03102	Members Insurance	\$0	\$8,097	\$0	\$8,099	\$0	\$8,099	\$0	\$0	
03112	Consultants Expenses	\$0	\$0	\$0	\$6,000	\$0	\$6,000	\$0	\$0	
03122	Subscriptions	\$0	\$17,875	\$0	\$19,615	\$0	\$19,615	\$0	\$0	
03132	Other Member Related Costs	\$0	\$545	\$0	\$1,500	\$0	\$1,500	\$0	\$0	
03142	Donations & Grants	\$0	\$46,279	\$0	\$66,251	\$0	\$66,251	\$0	\$0	
03152	Publications & Legislation	\$0	\$180	\$0	\$500	\$0	\$500	\$0	\$0	
03162	Training Programs	\$0	\$0	\$0	\$4,000	\$0	\$4,000	\$0	\$0	
03172	Project/Development Funds	\$0	\$1,019	\$0	\$8,500	\$0	\$8,500	\$0	\$0	
03202	Administration Activity Costs	\$0	\$23,485	\$0	\$78,149	\$0	\$78,149	\$0	\$0	
	Sub Total - MEMBERS OF COUNCIL OP/EXP	\$0	\$179,400	\$0	\$379,072	\$0	\$377,972	(\$1,100)	\$0	
OPERATING INCOME										
3023	Sale of Scrap	(\$45)	\$0	\$0	\$0	(\$45)	\$0	(\$45)	\$0	Sale of old chair stock
	Sub Total - MEMBERS OF COUNCIL OP/INC	(\$45)	\$0	\$0	\$0	(\$45)	\$0	(\$45)	\$0	
	Total - MEMBERS OF COUNCIL	(\$45)	\$179,400	\$0	\$379,072	(\$45)	\$377,972	(\$1,145)	\$0	
GOVERNANCE										
OPERATING EXPENDITURE										
04002	Strategy & Governance Costs	\$0	\$157,770	\$0	\$304,958	\$0	\$304,958	\$0	\$0	
04012	Corporate & Community Costs	\$0	\$0	\$0	\$4,000	\$0	\$4,000	\$0	\$0	
04032	Public Relations	\$0	\$0	\$0	\$8,500	\$0	\$5,000	(\$3,500)	\$0	Trends indicate lower materials costs
04042	Shire Website	\$0	\$29,173	\$0	\$28,248	\$0	\$29,670	\$0	\$1,422	Additional costs for new website
04052	Civic Receptions & Events	\$0	\$1,629	\$0	\$12,351	\$0	\$13,491	\$0	\$1,140	Increase in Australia day expenses - offset by Grant
04062	Refreshments	\$0	\$708	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
04072	Minor Furniture & Equipment	\$0	\$0	\$0	\$2,000	\$0	\$2,000	\$0	\$0	
04082	Legal Costs	\$0	\$0	\$0	\$20,210	\$0	\$20,210	\$0	\$0	
04092	Audit Fees	\$0	\$1,800	\$0	\$46,250	\$0	\$26,250	(\$20,000)	\$0	Decrease in audit fees
04102	Advertising	\$0	\$4,571	\$0	\$10,000	\$0	\$10,000	\$0	\$0	
04112	Minor Admin Expenses	\$0	\$408	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
04192	Valuation Costs	\$0	\$11,400	\$0	\$16,000	\$0	\$11,400	(\$4,600)	\$0	Land & Buildings Revaluation expenses less
	Sub Total - GOVERNANCE - GENERAL OP/EXP	\$0	\$207,461	\$0	\$455,517	\$0	\$429,979	(\$28,100)	\$2,562	
OPERATING INCOME										
04023	Grants Revenue	(\$1,000)	\$0	\$0	\$0	(\$1,000)	\$0	(\$1,000)	\$0	New grant funding received
	Sub Total - GOVERNANCE - GENERAL OP/INC	(\$1,000)	\$0	\$0	\$0	(\$1,000)	\$0	(\$1,000)	\$0	
	Total - GOVERNANCE - GENERAL	(\$1,000)	\$207,461	\$0	\$455,517	(\$1,000)	\$429,979	(\$29,100)	\$2,562	
	Total - GOVERNANCE	(\$1,045)	\$386,860	\$0	\$834,589	(\$1,045)	\$807,951	(\$30,245)	\$2,562	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
LAW, ORDER AND PUBLIC SAFETY										
FIRE PREVENTION										
OPERATING EXPENDITURE										
05032	Bushfire Insurance	\$0	\$21,413	\$0	\$22,367	\$0	\$22,367	\$0	\$0	
05042	Advertising/Printing/Other Expenses	\$0	\$58	\$0	\$11,835	\$0	\$11,835	\$0	\$0	
05062	Fire Vehicles - Operations	\$0	\$3,113	\$0	\$3,000	\$0	\$5,335	\$0	\$2,335	Increase in operating costs for fire vehicles
05092	Bushfire Depreciation	\$0	\$43,795	\$0	\$87,805	\$0	\$87,805	\$0	\$0	
05122	Base Operators Allowance	\$0	\$0	\$0	\$800	\$0	\$0	(\$800)	\$0	
05182	Gnp BFB Expenses	\$0	\$2,809	\$0	\$5,712	\$0	\$5,800	\$0	\$88	Wages and overheads not anticipated
05192	Borden BFB Expenses	\$0	\$9,471	\$0	\$5,712	\$0	\$9,949	\$0	\$4,237	Increase in materials costs for fire foam and protective clothing
05202	Ongerup BFB Expenses	\$0	\$1,884	\$0	\$5,712	\$0	\$5,712	\$0	\$0	
05212	Fire Break Inspection Costs	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0	
05222	Fire Fighting Expenses	\$0	\$0	\$0	\$1,600	\$0	\$1,600	\$0	\$0	
Sub Total - FIRE PREVENTION OP/EXP		\$0	\$82,542	\$0	\$149,543	\$0	\$155,403	(\$800)	\$6,660	
OPERATING INCOME										
05003	DFES BFB Grant	(\$41,427)	\$0	(\$47,301)	\$0	(\$47,301)	\$0	\$0	\$0	
05023	Fines & Penalties	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
05033	Sale of Fire Maps	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
05043	Reimbursements & Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - FIRE PREVENTION OP/INC		(\$41,427)	\$0	(\$47,301)	\$0	(\$47,301)	\$0	\$0	\$0	
Total - FIRE PREVENTION		(\$41,427)	\$82,542	(\$47,301)	\$149,543	(\$47,301)	\$155,403	(\$800)	\$6,660	
ANIMAL CONTROL										
OPERATING EXPENDITURE										
06032	Ranger Services Expenses	\$0	\$21,262	\$0	\$45,550	\$0	\$45,833	\$0	\$283	Increase in wages expenses
06042	Other Animal Control Expenses	\$0	\$575	\$0	\$3,650	\$0	\$8,650	\$0	\$5,000	Increase in expenditure to offset new grant funding received.
06072	Admin Allocations	\$0	\$17,500	\$0	\$46,165	\$0	\$46,165	\$0	\$0	
Sub Total - ANIMAL CONTROL OP/EXP		\$0	\$39,338	\$0	\$95,365	\$0	\$100,648	\$0	\$5,283	
OPERATING INCOME										
06003	Fines & Penalties	(\$778)	\$0	(\$120)	\$0	(\$778)	\$0	(\$658)	\$0	Increase in fines issued
06013	Dog Registration Fees	(\$3,628)	\$0	(\$3,900)	\$0	(\$3,900)	\$0	\$0	\$0	
06023	Dog Pound Fees	(\$90)	\$0	(\$500)	\$0	(\$90)	\$0	\$0	\$410	Trends indicate lower dog pound fees
06073	Animal Welfare in Emergencies	\$0	\$0	\$0	\$0	(\$5,000)	\$0	(\$5,000)	\$0	New grant funding
Sub Total - ANIMAL CONTROL OP/INC		(\$9,496)	\$0	(\$4,520)	\$0	(\$9,768)	\$0	(\$5,658)	\$410	
Total - ANIMAL CONTROL		(\$9,496)	\$39,338	(\$4,520)	\$95,365	(\$9,768)	\$100,648	(\$5,658)	\$5,693	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
OTHER LAW ORDER & PUBLIC SAFETY										
OPERATING EXPENDITURE										
07012	Corporate & Community Costs	\$0	\$15,262	\$0	\$42,229	\$0	\$42,229	\$0	\$0	
07052	Emergency Vehicle Maintenance	\$0	\$0	\$0	\$31,445	\$0	\$31,445	\$0	\$0	
07082	SES Emergency Building Operation	\$0	\$1,379	\$0	\$5,480	\$0	\$5,449	(\$31)	\$0	Insurance premium lower
07092	Gnp SES Depreciation	\$0	\$8,725	\$0	\$17,530	\$0	\$17,530	\$0	\$0	
07112	SES Expenditure	\$0	\$14,256	\$0	\$16,771	\$0	\$16,771	\$0	\$0	
07132	SMS Register Expenses	\$0	\$2,856	\$0	\$6,560	\$0	\$6,560	\$0	\$0	
07142	Kerbside Numbering	\$0	\$0	\$0	\$778	\$0	\$778	\$0	\$0	
07152	Emergency Management Expenses	\$0	\$950	\$0	\$7,145	\$0	\$7,145	\$0	\$0	
07192	CCTV Maintenance	\$0	\$0	\$0	\$4,226	\$0	\$4,226	\$0	\$0	
07202	CESM Expenses Contribution	\$0	\$3,399	\$0	\$19,080	\$0	\$19,080	\$0	\$0	
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP		\$0	\$46,828	\$0	\$151,244	\$0	\$151,213	(\$31)	\$0	
OPERATING INCOME										
07003	Emergency Grant Income	(\$17,500)	\$0	(\$20,989)	\$0	(\$20,989)	\$0	\$0	\$0	
Sub Total - OTHER LAW ORDER & PUBLIC SAFETY OP		(\$21,494)	\$0	(\$20,989)	\$0	(\$20,989)	\$0	\$0	\$0	
Total - OTHER LAW ORDER PUBLIC SAFETY		(\$21,494)	\$46,828	(\$20,989)	\$151,244	(\$20,989)	\$151,213	(\$31)	\$0	
Total - LAW ORDER & PUBLIC SAFETY		(\$72,417)	\$168,708	(\$72,810)	\$396,152	(\$78,058)	\$407,264	(\$6,489)	\$12,353	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
HEALTH ADMINISTRATION & INSPECTION										
OPERATING EXPENDITURE										
11012	Infrastructure Unit Costs	\$0	\$3,174	\$0	\$5,024	\$0	\$5,024	\$0	\$0	
11032	Analytical Costs	\$0	\$329	\$0	\$1,500	\$0	\$1,500	\$0	\$0	
11042	Other Health Costs	\$0	\$891	\$0	\$2,100	\$0	\$2,100	\$0	\$0	
11052	Health Costs - Contract Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
11062	EHO Salary	\$0	\$34,126	\$0	\$79,379	\$0	\$79,379	\$0	\$0	
11072	EHO Superannuation	\$0	\$2,432	\$0	\$10,779	\$0	\$5,712	(\$5,067)	\$0	Trends indicate lower superannuation expenses
11082	Insurances	\$0	\$1,910	\$0	\$1,910	\$0	\$1,910	\$0	\$0	
Sub Total - HEALTH ADMIN & INSPECTION OP/EXP		\$0	\$42,863	\$0	\$100,692	\$0	\$95,625	(\$5,067)	\$0	
OPERATING INCOME										
11003	Health Act Licences	\$0	\$0	(\$900)	\$0	(\$900)	\$0	\$0	\$0	
Sub Total - HEALTH ADMIN & INSPECTION OP/INC		\$0	\$0	(\$900)	\$0	(\$900)	\$0	\$0	\$0	
Total - HEALTH ADMIN & INSPECTION		\$0	\$42,863	(\$900)	\$100,692	(\$900)	\$95,625	(\$5,067)	\$0	
PREVENTIVE SERVICES- PEST CONTROL										
OPERATING EXPENDITURE										
12032	Mosquito Control	\$0	\$11,106	\$0	\$6,504	\$0	\$24,000	\$0	\$17,496	Increase in wages and overheads, materials increase of \$10,000
Sub Total - PEST CONTROL OP/EXP		\$0	\$11,106	\$0	\$6,504	\$0	\$24,000	\$0	\$17,496	
OPERATING INCOME										
Sub Total - PEST CONTROL OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - PEST CONTROL		\$0	\$11,106	\$0	\$6,504	\$0	\$24,000	\$0	\$17,496	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PREVENTIVE SERVICES - OTHER										
OPERATING EXPENDITURE										
14002	Strategy & Governance Unit Costs	\$0	\$11,535	\$0	\$22,439	\$0	\$22,439	\$0	\$0	
14032	25 McDonald St Building Maintenance	\$0	\$2,045	\$0	\$17,847	\$0	\$18,930	\$0	\$1,083	
14042	25 McDonald St Building Operation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
14052	Medical Centre Building Maintenance	\$0	\$751	\$0	\$8,000	\$0	\$8,000	\$0	\$0	
14062	Medical Centre Building Operations	\$0	\$6,663	\$0	\$23,128	\$0	\$23,128	\$0	\$0	
14112	Doctor Vehicle Expenses	\$0	\$1,007	\$0	\$5,105	\$0	\$5,105	\$0	\$0	
14132	Surgery IT Costs	\$0	\$1,769	\$0	\$2,700	\$0	\$2,700	\$0	\$0	
14152	Medical Equipment	\$0	\$269	\$0	\$3,575	\$0	\$3,575	\$0	\$0	
14162	Other Surgery Costs	\$0	\$0	\$0	\$510	\$0	\$510	\$0	\$0	
14182	Practice Incentive Costs	\$0	\$72,000	\$0	\$132,000	\$0	\$132,000	\$0	\$0	
	Sub Total - PREVENTIVE SRVS - OP/EXP	\$0	\$96,038	\$0	\$215,303	\$0	\$216,387	\$0	\$1,083	
OPERATING INCOME										
14013	Reimbursements	\$0	\$0	(\$300)	\$0	(\$300)	\$0	\$0	\$0	
	Sub Total - PREVENTIVE SRVS - OP/INC	\$0	\$0	(\$300)	\$0	(\$300)	\$0	\$0	\$0	
	Total - PREVENTIVE SERVICES	\$0	\$96,038	(\$300)	\$215,303	(\$300)	\$216,387	\$0	\$1,083	
	Total - HEALTH	\$0	\$150,006	(\$1,200)	\$322,499	(\$1,200)	\$336,012	(\$5,067)	\$18,579	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
OTHER EDUCATION										
OPERATING EXPENDITURE										
16032	School Mowing Contract	\$0	\$4,509	\$0	\$10,073	\$0	\$10,073	\$0	\$0	
16052	Corporate & Community Costs	\$0	\$429	\$0	\$1,186	\$0	\$1,186	\$0	\$0	
Sub Total - OTHER EDUCATION OP/EXP		\$0	\$4,938	\$0	\$11,259	\$0	\$11,259	\$0	\$0	
OPERATING INCOME										
16003	School Mowing Contract Income	\$0	\$0	(\$11,200)	\$0	(\$11,200)	\$0	\$0	\$0	
Sub Total - OTHER EDUCATION OP/INC		\$0	\$0	(\$11,200)	\$0	(\$11,200)	\$0	\$0	\$0	
Total - OTHER EDUCATION		\$0	\$4,938	(\$11,200)	\$11,259	(\$11,200)	\$11,259	\$0	\$0	
CARE OF FAMILIES AND CHILDREN										
OPERATING EXPENDITURE										
17022	Old Kindy Building Maintenance	\$0	\$3,711	\$0	\$14,743	\$0	\$13,368	(\$1,375)	\$0	Trends indicate an increase in electricity expenses and a decrease in water charges
17032	Family Centre (Old Kindy) Building Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
17062	Ongerup Pre-School Building Operations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
17082	Corporate & Community Costs	\$0	\$5,191	\$0	\$14,361	\$0	\$14,361	\$0	\$0	
Sub Total - CARE OF FAMILIES AND CHILDREN OP/EX		\$0	\$8,901	\$0	\$29,104	\$0	\$27,729	(\$1,375)	\$0	
OPERATING INCOME										
17003	Rental Income - Family Centre	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - CARE OF FAMILIES AND CHILDREN OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - CARE OF FAMILIES AND CHILDREN		\$0	\$8,901	\$0	\$29,104	\$0	\$27,729	(\$1,375)	\$0	
Total - EDUCATION & WELFARE		\$0	\$13,839	(\$11,200)	\$40,363	(\$11,200)	\$38,988	(\$1,375)	\$0	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

Details By Function Under The Following Program Titles
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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
STAFF HOUSING										
OPERATING EXPENDITURE										
23152	2 CECIL STREET - BUILDING OPERATION	\$0	\$3,309	\$0	\$5,381	\$0	\$5,781	\$0	\$400	Trends indicate increase in water charges
23162	2 CECIL STREET - BUILDING MAINTENANCE	\$0	\$809	\$0	\$5,475	\$0	\$5,475	\$0	\$0	
23172	4 Grocock Street Building Maintenance	\$0	\$2,598	\$0	\$15,703	\$0	\$18,703	\$0	\$3,000	Replace air conditioner
23182	4 Grocock Street Building Operation	\$0	\$7,030	\$0	\$13,602	\$0	\$13,659	\$0	\$57	Increase in insurance premium
23202	3396 Broomehill-Gnp Rd Building Operations	\$0	\$77	\$0	\$0	\$0	\$77	\$0	\$77	Increase in insurance premium
23212	25 McDonald St Building Maintenance	\$0	(\$594)	\$0	\$8,333	\$0	\$8,333	\$0	\$0	
23222	25 McDonald St Building Operation	\$0	\$6,107	\$0	\$9,514	\$0	\$10,597	\$0	\$1,083	Increase in water charges and insurance premium
										Increase in electricity and water charges, and insurance premiums
23072	20 McDonald Street - Building Operation	\$0	\$6,880	\$0	\$10,185	\$0	\$12,124	\$0	\$1,939	
23142	20 McDonald Street - Building Maintenance	\$0	\$10,400	\$0	\$15,197	\$0	\$15,197	\$0	\$0	
23252	Lot 271A Quinn St - Building Maintenance	\$0	\$2,378	\$0	\$3,627	\$0	\$5,622	\$0	\$1,995	Increase in gas expenses; set top box replacement security door install
23262	LOT 271 QUINN STREET - BUILDING OPERATIONS	\$0	\$2,483	\$0	\$4,600	\$0	\$4,822	\$0	\$222	Decrease in electricity charges and insurance premium. Increase in water charges
23272	Lot 271B Quinn St - Building Maintenance	\$0	\$1,636	\$0	\$3,627	\$0	\$7,869	\$0	\$4,242	Set top box replacement; plumbing repairs, cabinet repairs and security door install
23282	LOT 271B QUINN ST (FACING WHITEHEAD) - OPERATING	\$0	\$2,552	\$0	\$4,600	\$0	\$4,745	\$0	\$145	Increase in water charges
23232	Less Housing Allocation to Other Programs	\$0	(\$30,531)	\$0	(\$83,389)	\$0	-\$89,946	(\$6,557)	\$0	Increase in housing allocations across schedules
	Sub Total - STAFF HOUSING OP/EXP	\$0	\$15,134	\$0	\$16,453	\$0	\$23,058	(\$6,557)	\$13,162	
OPERATING INCOME										
23043	Commonwealth Grants	\$0	\$0	\$0	\$0	\$0	\$0			
	Sub Total - STAFF HOUSING OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total - STAFF HOUSING	\$0	\$15,134	\$0	\$16,453	\$0	\$23,058	(\$6,557)	\$13,162	
HOUSING OTHER										
OPERATING EXPENDITURE										
23002	Housing Admin Costs	\$0	\$5,310	\$0	\$14,691	\$0	\$14,691	\$0	\$0	
23102	Lot 61 Corbett St - Building operations	\$0	\$6,337	\$0	\$11,579	\$0	\$11,801	\$0	\$222	Increase in water charges and insurance premium
23112	Lot 61 Corbett St - Building Maintenance	\$0	\$153	\$0	\$3,007	\$0	\$3,007	\$0	\$0	
23122	Lot 191 Corbett St - Building operations	\$0	\$6,444	\$0	\$11,593	\$0	\$11,906	\$0	\$313	Increase in water charges and insurance premium
23132	Lot 191 Corbett St - Building Maintenance	\$0	\$0	\$0	\$3,007	\$0	\$3,007	\$0	\$0	
23242	Interest on Staff Housing & Well Aged Housing Loan 281	\$0	\$3,070	\$0	\$8,758	\$0	\$8,758	\$0	\$0	
	Sub Total - HOUSING OTHER OP/EXP	\$0	\$21,314	\$0	\$52,634	\$0	\$53,170	\$0	\$536	
OPERATING INCOME										
23013	Reimbursements	(\$52,977)	\$0	(\$96,028)	\$0	(\$91,926)	\$0	\$0	\$4,102	Trends indicate lower rental income and lower reimbursements
	Sub Total - HOUSING OTHER OP/INC	(\$52,977)	\$0	(\$96,028)	\$0	(\$91,926)	\$0	\$0	\$4,102	
	Total - HOUSING OTHER	(\$52,977)	\$21,314	(\$96,028)	\$52,634	(\$91,926)	\$53,170	\$0	\$4,638	
	Total - HOUSING	(\$52,977)	\$36,448	(\$96,028)	\$69,087	(\$91,926)	\$76,228	(\$6,557)	\$17,800	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
SANITATION - HOUSEHOLD REFUSE										
OPERATING EXPENDITURE										
24022			\$21,845	\$0	\$48,762	\$0	\$49,192	\$0	\$430	Increase in contract removal fees
24032			\$60,037							
24032	TM02		\$0	\$0	\$45,849	\$0	\$63,798	\$0	\$17,949	Increase in wages, overheads and plant costs
24032	TM03		\$0	\$0	\$30,929	\$0	\$34,154	\$0	\$3,225	Increase in wages, overheads and plant costs
24032	TM04		\$0	\$0	\$29,256	\$0	\$26,146	(\$3,110)	\$0	Increase in wages, overheads and plant costs
24052			\$21,829	\$0	\$45,800	\$0	\$45,800	\$0	\$0	
Sub Total - SANITATION HOUSEHOLD REFUSE OP/EXP			\$103,711	\$0	\$200,596	\$0	\$219,090	(\$3,110)	\$21,604	
OPERATING INCOME										
24003		(\$45,859)	\$0	(\$45,384)	\$0	(\$45,859)	\$0	(\$475)	\$0	Increase in removal services provided from interim rates
24013		(\$132,000)	\$0	(\$131,600)	\$0	(\$132,000)	\$0	(\$400)	\$0	Increase in rateable properties
24063		(\$10,334)	\$0	\$0	\$0	(\$10,334)	\$0	(\$10,334)	\$0	Increase in tipping fees
24073		(\$42,488)	\$0	(\$42,394)	\$0	(\$42,488)	\$0	(\$94)	\$0	Additional interim rates
24093		\$0	\$0	\$0	\$0					
Sub Total - SANITATION H/HOLD REFUSE OP/INC		(\$230,681)	\$0	(\$219,378)	\$0	(\$230,681)	\$0	(\$11,303)	\$0	
Total - SANITATION HOUSEHOLD REFUSE		(\$230,681)	\$103,711	(\$219,378)	\$200,596	(\$230,681)	\$219,090	(\$14,413)	\$21,604	
SANITATION OTHER										
OPERATING EXPENDITURE										
25002		\$0	\$4,406	\$0	\$610	\$0	\$4,597	\$0	\$3,987	Increase in materials costs for drum removal - offset by increase in revenue at GL 25003
25012		\$0	\$19,859	\$0	\$20,480	\$0	\$31,155	\$0	\$10,675	Increase in wages, overheads and plant costs for removal of waste
25022		\$0	\$0	\$0	\$1,366	\$0	\$1,366	\$0	\$0	
Sub Total - SANITATION OTHER OP/EXP		\$0	\$24,264	\$0	\$22,456	\$0	\$37,118	\$0	\$14,662	
OPERATING INCOME										
25003		(\$4,107)	\$0	\$0	\$0	(\$4,107)	\$0	(\$4,107)	\$0	Increase in drum collection charges
Sub Total - SANITATION OTHER OP/INC		(\$4,107)	\$0	\$0	\$0	(\$4,107)	\$0	(\$4,107)	\$0	
Total - SANITATION OTHER		(\$4,107)	\$24,264	\$0	\$22,456	(\$4,107)	\$37,118	(\$4,107)	\$14,662	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
EFFLUENT DRAINAGE SYSTEM										
OPERATING EXPENDITURE										
26022	Septic Tank Cleaning	\$0	\$4,674	\$0	\$10,540	\$0	\$10,540	\$0	\$0	
26032	Grease Trap Cleaning	\$0	\$2,220	\$0	\$5,000	\$0	\$5,000	\$0	\$0	
26042	Ongerup Effluent Maintenance	\$0	\$9,124	\$0	\$23,970	\$0	\$23,560	(\$410)	\$0	
26072	Ongerup Effluent Audit Expenses	\$0	\$0	\$0	\$0	\$0	\$9,900	\$0	\$9,900	Audit fees for operational audit of system
Sub Total - SEWERAGE OP/EXP		\$0	\$16,018	\$0	\$39,510	\$0	\$49,000	(\$410)	\$9,900	
OPERATING INCOME										
26023	Septic Tank Cleaning	(\$5,232)	\$0	(\$8,000)	\$0	(\$8,000)	\$0	\$0	\$0	
26033	Grease Trap Cleaning	(\$861)	\$0	(\$1,800)	\$0	(\$1,800)	\$0	\$0	\$0	
26043	Ongerup Sewerage Specified Area Rate	(\$35,909)	\$0	(\$35,908)	\$0	(\$35,908)	\$0	\$0	\$0	
26063	Septic Waste Receiving - Gnp Ponds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - SEWERAGE OP/INC		(\$42,238)	\$0	(\$45,708)	\$0	(\$45,708)	\$0	\$0	\$0	
Total - SEWERAGE		(\$42,238)	\$16,018	(\$45,708)	\$39,510	(\$45,708)	\$49,000	(\$410)	\$9,900	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PROTECTION OF THE ENVIRONMENT										
OPERATING EXPENDITURE										
28022		\$0	\$525	\$0	\$530	\$0	\$530	\$0	\$0	
28032	Y01	\$0	\$41,866	\$0	\$77,168	\$0	\$76,999	(\$169)	\$0	Decrease in insurance premium
28042		\$0	\$1,066	\$0	\$15,000	\$0	\$15,733	\$0	\$733	Increase in wages allocation and insurance premium
28082		\$0	\$0	\$0	\$0	\$0	\$0			
Sub Total - PROTECTION OF THE ENVIRONMENT OP/E		\$0	\$43,457	\$0	\$92,698	\$0	\$93,262	(\$169)	\$733	
OPERATING INCOME										
28003		(\$6,315)	\$0	(\$6,484)	\$0	(\$6,315)	\$0	\$0	\$169	Insurance premium reimbursed lower
28023		(\$55)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - PROTECTION OF THE ENVIRONMENT OP/II		(\$6,370)	\$0	(\$6,484)	\$0	(\$6,315)	\$0	\$0	\$169	
Total - PROTECTION OF THE ENVIRONMENT		(\$6,370)	\$43,457	(\$6,484)	\$92,698	(\$6,315)	\$93,262	(\$169)	\$902	
TOWN PLANNING & REGIONAL DEVELOPMENT										
OPERATING EXPENDITURE										
29022		\$0	\$0	\$0	\$15,000	\$0	\$15,000	\$0	\$0	
29032		\$0	\$74	\$0	\$9,500	\$0	\$9,500			
29072		\$0	\$4,094	\$0	\$11,138	\$0	\$11,138	\$0	\$0	
29082		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
29102		\$0	\$25,639	\$0	\$73,364	\$0	\$55,598	(\$17,766)	\$0	Trends indicate savings in salaries and travel allowance
29112		\$0	\$1,981	\$0	\$1,980	\$0	\$1,980	\$0	\$0	
29122		\$0	\$2,048	\$0	\$10,116	\$0	\$10,116	\$0	\$0	
Sub Total - TOWN PLAN & REG DEV OP/EXP		\$0	\$33,835	\$0	\$121,098	\$0	\$103,332	(\$17,766)	\$0	
OPERATING INCOME										
29023		(\$294)	\$0	(\$1,340)	\$0	(\$294)	\$0	\$0	\$1,046	Trends indicate reduction in fees charged
Sub Total - TOWN PLAN & REG DEV OP/INC		(\$294)	\$0	(\$1,340)	\$0	(\$294)	\$0	\$0	\$1,046	
Total - TOWN PLANNING & REGIONAL DEVELOPMENT		(\$294)	\$33,835	(\$1,340)	\$121,098	(\$294)	\$103,332	(\$17,766)	\$1,046	

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Details By Function Under The Following Program Titles
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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
OTHER COMMUNITY AMENITIES										
OPERATING EXPENDITURE										
30002		\$0	\$2,929	\$0	\$8,102	\$0	\$8,102	\$0	\$0	
30012		\$0	\$8,233	\$0	\$14,834	\$0	\$15,729	\$0	\$895	Increase in wages, overheads and plant costs for extra staff time
30022		\$0	\$8,710	\$0	\$17,093	\$0	\$17,093	\$0	\$0	
30032		\$0	\$5,111					\$0	\$630	Increase in wages overheads and plant costs
30032	CA01	\$0	\$0	\$0	\$6,578	\$0	\$5,094			
30032	CA02	\$0	\$0	\$0	\$2,982	\$0	\$5,095			
30032	CA03	\$0	\$0	\$0	\$3,703	\$0	\$3,703			
30042		\$0	\$19,534	\$0				\$0	\$3,265	Increase in electricity expenses, increase in wages for ongerup Public Toilet
30042	CO01	\$0	\$0	\$0	\$20,552	\$0	\$20,677			
30042	CO02			\$0	\$7,411	\$0	\$10,511			
30042	CO03			\$0	\$8,717	\$0	\$8,757			
Sub Total - OTHER COMMUNITY AMENITIES OP/EXP		\$0	\$44,516	\$0	\$89,971	\$0	\$94,761	\$0	\$4,790	
OPERATING INCOME										
30003		(\$3,950)	\$0	(\$4,200)	\$0	(\$4,200)	\$0	\$0	\$0	
30013		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - OTHER COMMUNITY AMENITIES OP/INC		(\$3,950)	\$0	(\$4,200)	\$0	(\$4,200)	\$0	\$0	\$0	
Total - OTHER COMMUNITY AMENITIES		(\$3,950)	\$44,516	(\$4,200)	\$89,971	(\$4,200)	\$94,761	\$0	\$4,790	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
URBAN STORMWATER DRAINAGE										
OPERATING EXPENDITURE										
27002	Drainage Maintenance	\$0	\$3,147	\$0	\$7,900	\$0	\$7,900	\$0	\$0	
Sub Total - URBAN STORMWATER DRAINAGE OP/EXF		\$0	\$3,147	\$0	\$7,900	\$0	\$7,900	\$0	\$0	
Total - URBAN STORMWATER DRAINAGE		\$0	\$3,147	\$0	\$7,900	\$0	\$7,900	\$0	\$0	
Total - COMMUNITY AMENITIES		(\$287,641)	\$268,947	(\$277,110)	\$574,230	(\$291,305)	\$604,463	(\$36,865)	\$52,903	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PUBLIC HALL & CIVIC CENTRES										
OPERATING EXPENDITURE										
31012	Gnp Memorial Hall Building Maintenance	\$0	\$6,352	\$0	\$7,922	\$0	\$13,885	\$0	\$5,963	Increase in wages and overheads
31022	Gnp Memorial Hall Building Operation	\$0	\$37,095	\$0	\$67,201	\$0	\$67,201	\$0	\$0	
31052	Ongerup Hall Building Maintenance	\$0	\$723	\$0	\$5,287	\$0	\$5,287	\$0	\$0	
31062	Ongerup Hall Building Operation	\$0	\$22,823	\$0	\$32,250	\$0	\$46,082	\$0	\$13,832	Increase in wages and overheads; decrease in insurance premiums
31092	Borden CWA Hall Building Maintenance	\$0	\$103	\$0	\$2,761	\$0	\$2,761	\$0	\$0	
31102	Borden CWA Hall Building Operation	\$0	\$377	\$0	\$725	\$0	\$725	\$0	\$0	
31152	Gnp Old Ambulance Building - Building Operation	\$0	\$175	\$0	\$259	\$0	\$259	\$0	\$0	
31182	Ongerup CWA	\$0	\$1,030	\$0	\$2,629	\$0	\$2,629	\$0	\$0	
31202	Yougenup Centre - Building Maintenance & Operation	\$0	\$27,966	\$0	\$51,045	\$0	\$53,847	\$0	\$2,802	Additional expens for LED Lights installation
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/EXP		\$0	\$96,645	\$0	\$170,077	\$0	\$192,676	\$0	\$22,599	
OPERATING INCOME										
31003	Gnowangerup Memorial Hall	(\$266)	\$0	(\$100)	\$0	(\$266)	\$0	(\$166)	\$0	
31023	Ongerup Hall	\$0	\$0	(\$500)	\$0	(\$500)	\$0	\$0	\$0	
31043	Borden CWA Hall	\$0	\$0	(\$600)	\$0	(\$600)	\$0	\$0	\$0	
Sub Total - PUBLIC HALLS & CIVIC CENTRES OP/INC		(\$266)	\$0	(\$1,200)	\$0	(\$1,366)	\$0	(\$166)	\$0	
Total - PUBLIC HALL & CIVIC CENTRES		(\$266)	\$96,645	(\$1,200)	\$170,077	(\$1,366)	\$192,676	(\$166)	\$22,599	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON	
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE		
OTHER RECREATION & SPORT											
OPERATING EXPENDITURE											
33012		Depreciation	\$0	\$32,344	\$0	\$64,220	\$0	\$64,220	\$0	\$0	
33022		Gnowangerup Parks & Gardens	\$0	\$103,469					(\$18,346)	\$0	Decrease in wages and overheads costs for Community park; Decrease in insurance premiums
33022	PG01	Community Park			\$0	\$40,388	\$0	\$23,050			
33022	PG02	Admin Office Gardens			\$0	\$8,250	\$0	\$7,990			
33022	PG03	Yougenu Centre/Library Gardens			\$0	\$9,255	\$0	\$9,011			
33022	PG04	Family Centre Gardens			\$0	\$8,250	\$0	\$8,815			
33022	PG05	ANZAC Park			\$0	\$16,073	\$0	\$15,573			
33022	PG06	Main Street Gardens			\$0	\$15,089	\$0	\$14,520			
33022	PG07	Porteous St Park			\$0	\$510	\$0	\$510			
33022	PG08	Varey Park			\$0	\$5,760	\$0	\$5,760			
33022	PG09	Town Entrance Surrounds			\$0	\$6,130	\$0	\$6,130			
33032		Ongerup Parks & Gardens	\$0	\$41,668	\$0	\$85,193	\$0	\$85,533	\$0	\$340	Increase in electricity and water charges
33042		Borden Parks & Gardens	\$0	\$17,212	\$0	\$47,613	\$0	\$47,613	(\$0)	\$0	
33052		Gnp Sporting Complex Grounds Maintenance	\$0	\$67,631	\$0	\$82,362	\$0	\$120,112	\$0	\$37,750	Increase in electricity charges; Increase in materials for pump repairs, increase in wages and overheads
33062		Gnp Sporting Complex Building Maintenance	\$0	\$3,202	\$0	\$10,143	\$0	\$12,262	\$0	\$2,119	Increase in wages and overheads
33072		Gnp Sporting Complex Building Operation	\$0	\$73,862	\$0	\$130,024	\$0	\$130,787	\$0	\$763	Increase in insurance premium
33082		Ongerup Sporting Complex Grounds Maintenance	\$0	\$8,948	\$0	\$23,351	\$0	\$23,351	\$0	\$0	
33092		Ongerup Sporting Complex Building Maintenance	\$0	\$399	\$0	\$3,125	\$0	\$3,125	\$0	\$0	
33102		Ongerup Sporting Complex Building Operation	\$0	\$22,611	\$0	\$40,294	\$0	\$40,187	(\$107)	\$0	Decrease in insurance premium
33112		Borden Sporting Complex Grounds Maintenance	\$0	\$12,067	\$0	\$32,270	\$0	\$32,485	\$0	\$215	Increase in electricity charges
33122		Borden Sporting Complex Building Maintenance	\$0	\$630	\$0	\$1,050	\$0	\$1,520	\$0	\$470	Increase in wages and overheads
33132		Borden Sporting Complex Building Operation	\$0	\$54,374	\$0	\$101,399	\$0	\$101,127	(\$272)	\$0	Decrease in insurance premium
33222		Gnowangerup Bowling Club	\$0	\$11,493	\$0	\$20,142	\$0	\$20,254	\$0	\$112	premium
33252		Old Borden Bowling Club	\$0	\$108	\$0	\$80	\$0	\$108	\$0	\$28	Increase in materials expenses
33232		Depreciation - Infrastructure	\$0	\$1,850	\$0	\$3,675	\$0	\$3,675	\$0	\$0	
33282		Corporate & Community Unit Costs	\$0	\$5,905	\$0	\$16,337	\$0	\$16,337	\$0	\$0	
33332		Pistol Club Building Operations	\$0	\$2,570	\$0	\$4,784	\$0	\$4,572	(\$212)	\$0	Decrease in insurance premium
33452		Nobarach Park - Building Maintenance	\$0	\$11,014	\$0	\$25,480	\$0	\$25,518	\$0	\$38	Increase in electricity charges
		Sub Total - OTHER RECREATION & SPORT OP/EXP	\$0	\$471,355	\$0	\$801,246	\$0	\$824,145	(\$18,937)	\$41,836	
OPERATING INCOME											
33003		Other Sport and Rec Income	\$0	\$0	(\$2,165)	\$0	(\$2,165)	\$0	\$0	\$0	
33053		VARIOUS REIMBURSEMENT	(\$6)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
		Sub Total - OTHER RECREATION & SPORT OP/INC	(\$6)	\$0	(\$2,165)	\$0	(\$2,165)	\$0	\$0	\$0	
		Total - OTHER RECREATION & SPORT	(\$6)	\$471,355	(\$2,165)	\$801,246	(\$2,165)	\$824,145	(\$18,937)	\$41,836	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
SWIMMING POOL										
OPERATING EXPENDITURE										
32002	Strategy & Governance Unit Costs	\$0	\$976	\$0	\$2,701	\$0	\$2,701	\$0	\$0	
32012	Administration Activity Costs	\$0	\$14,116	\$0	\$39,650	\$0	\$39,650	\$0	\$0	
32042	Gnowangerup Swimming Pool Staff Salaries	\$0	\$48,762	\$0	\$95,555	\$0	\$95,555	\$0	\$0	
32052	Gnowangerup Swimming Pool Building Maintenance	\$0	\$16,861	\$0	\$15,593	\$0	\$20,570	\$0	\$4,977	Increase in wages and overheads
32062	Gnowangerup Swimming Pool Building Operation	\$0	\$56,411	\$0	\$116,581	\$0	\$113,955	(\$2,626)	\$0	Decrease in telephone charges and insurance premium; Increase in water charges
32072	Gnowangerup Swimming Pool Grounds Maintenance	\$0	\$11,102	\$0	\$22,404	\$0	\$22,404	\$0	\$0	
32082	Gnowangerup Swimming Pool Chemicals	\$0	\$2,648	\$0	\$7,500	\$0	\$6,380	(\$1,120)	\$0	Decrease in liquid chlorine expenses
32092	Gnowangerup Swimming Pool Minor Equipment & Servicing	\$0	\$1,829	\$0	\$15,610	\$0	\$15,610	\$0	\$0	
32142	Swimming Pool Insurances	\$0	\$3,098	\$0	\$3,098	\$0	\$3,098	\$0	\$0	
32152	Swimming Pool Superannuation	\$0	\$6,824	\$0	\$13,238	\$0	\$11,900	(\$1,338)	\$0	Trends indicate lower superannuation expenses
32162	Swimming Pool Other Costs	\$0	\$1,274	\$0	\$7,380	\$0	\$6,630	(\$750)	\$0	Increase in wages and overheads
Sub Total - SWIMMING POOL OP/EXP		\$0	\$163,900	\$0	\$339,310	\$0	\$338,453	(\$5,834)	\$4,977	
OPERATING INCOME										
32003	Swimming Pool Entrance Fees	(\$12,088)	\$0	(\$15,000)	\$0	(\$15,000)	\$0	\$0	\$0	
Sub Total - SWIMMING POOL OP/INC		(\$12,088)	\$0	(\$15,000)	\$0	(\$15,000)	\$0	\$0	\$0	
Total - SWIMMING POOL		(\$12,088)	\$163,900	(\$15,000)	\$339,310	(\$15,000)	\$338,453	(\$5,834)	\$4,977	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
LIBRARIES										
OPERATING EXPENDITURE										
35002										
	Administration Activity Costs	\$0	\$20,043	\$0	\$48,288	\$0	\$48,288	\$0	\$0	
35022	Gnowangerup Library Salaries	\$0	\$18,532	\$0	\$44,641	\$0	\$39,971	(\$4,670)	\$0	Decrease in superannuation expenses
35042	Gnp Library Building Maintenance	\$0	\$150	\$0	\$0	\$0	\$150	\$0	\$150	Increase in wages
35052	Gnp Library Building Operation	\$0	\$3,745	\$0	\$9,178	\$0	\$8,933	(\$245)	\$0	Decrease in electricity charges; increase in telephone charges
35072	Library Book Exchange	\$0	\$24	\$0	\$500	\$0	\$500	\$0	\$0	
35082	Ongerup Library Book Exchange	\$0	\$72	\$0	\$500	\$0	\$500	\$0	\$0	
35092	Gnowangerup Library Minor Items	\$0	\$36	\$0	\$2,040	\$0	\$2,040	\$0	\$0	
35102	Ongerup Library Minor Items	\$0	\$341	\$0	\$510	\$0	\$510	\$0	\$0	
35112	Gnowangerup Library	\$0	\$7,091	\$0	\$14,924	\$0	\$14,853	(\$71)	\$0	Decrease in Spydus system subscription
35122	Ongerup Library	\$0	\$16,524	\$0	\$16,615	\$0	\$16,524	(\$91)	\$0	Decrease in Spydus system subscription
35142	Regional Library Costs	\$0	\$1,354	\$0	\$2,200	\$0	\$2,200	\$0	\$0	
35192	Library Insurance Expenses	\$0	\$1,217	\$0	\$1,217	\$0	\$1,217	\$0	\$0	
	Sub Total - LIBRARIES OP/EXP	\$0	\$69,128	\$0	\$140,613	\$0	\$135,686	(\$5,077)	\$150	
OPERATING INCOME										
35013	Gnp Library Other	\$0	\$0	(\$1,000)	\$0	\$0	\$0	\$0	\$1,000	Grant not anticipated
	Sub Total - LIBRARIES OP/INC	(\$9)	\$0	(\$1,000)	\$0	\$0	\$0	\$0	\$1,000	
	Total - LIBRARIES	(\$9)	\$69,128	(\$1,000)	\$140,613	\$0	\$135,686	(\$5,077)	\$1,150	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
OTHER CULTURE										
OPERATING EXPENDITURE										
37002	Corporate & Community Unit Costs	\$0	\$7,225	\$0	\$13,481	\$0	\$13,481	\$0	\$0	
37042	Old Gnowangerup Gaol Building Operation	\$0	\$1,750	\$0	\$3,071	\$0	\$2,634	(\$437)	\$0	premium
37072	Ongerup Community Centre Building Maintenance	\$0	\$263	\$0	\$4,478	\$0	\$4,478	\$0	\$0	
37082	Ongerup Community Centre Building Operation	\$0	\$4,415	\$0	\$8,983	\$0	\$8,983	\$0	\$0	
37112	Gnp Historic Centre Building Maintenance	\$0	\$69	\$0	\$130	\$0	\$130	\$0	\$0	
37122	Gnp Historic Centre Building Operation	\$0	\$1,759	\$0	\$2,859	\$0	\$3,029	\$0	\$170	Increase in electricity and water charges
37132	Ongerup Museum Building Operation	\$0	\$5,570	\$0	\$9,905	\$0	\$10,075	\$0	\$170	Increase in electricity charges
37322	Old Gnowangerup Star Building Operation	\$0	\$1,867	\$0	\$4,714	\$0	\$5,363	\$0	\$649	Increase in electricity and water charges
37332	Old Gnowangerup Star Building Maintenance	\$0	\$5,098	\$0	\$0	\$0	\$10,480	\$0	\$10,480	Increase in materials and contractor expenses; Increase in wages and overheads
	Sub Total - OTHER CULTURE OP/EXP	\$0	\$28,222	\$0	\$47,620	\$0	\$58,653	(\$437)	\$11,470	
OPERATING INCOME										
37023	Reimbursements/ Donations	\$0	\$0	\$0	\$0	\$0	\$0			
	Sub Total - OTHER CULTURE OP/INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total - OTHER CULTURE	\$0	\$28,222	\$0	\$47,620	\$0	\$58,653	(\$437)	\$11,470	
	Total - RECREATION AND CULTURE	(\$12,369)	\$829,250	(\$19,365)	\$1,498,867	(\$18,531)	\$1,549,613	(\$30,451)	\$82,031	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
STREETS,ROADS, BRIDGES, DEPOTS - MAINTENANCE										
OPERATING EXPENDITURE										
39002	Depreciation - Roads	\$0	\$445,747	\$0	\$857,535	\$0	\$857,535	\$0	\$0	
39012	Bridges - Pallinup Bridge	\$0	\$13,182	\$0	\$28,787	\$0	\$28,720	(\$67)	\$0	Decrease in insurance premium
39022	Depreciation - Footpaths	\$0	\$7,498	\$0	\$14,895	\$0	\$14,895	\$0	\$0	
39032	Depreciation - Other	\$0	\$15,123	\$0	\$30,610	\$0	\$30,610	\$0	\$0	
39042	Gnp Depot Building Maintenance	\$0	\$10,605	\$0	\$24,578	\$0	\$24,578	\$0	\$0	
39052	Gnp Depot Building Operation	\$0	\$36,195	\$0	\$56,836	\$0	\$70,945	\$0	\$14,109	Increase in cost of decommissioning fuel tanks
39062	Ongerup Depot Building Maintenance	\$0	\$1,269	\$0	\$8,462	\$0	\$8,462	\$0	\$0	
39072	Ongerup Depot Building Operation	\$0	\$2,101	\$0	\$4,570	\$0	\$4,670	\$0	\$100	Increase in electricity charges
39102	Gravel Pit Reinstatements	\$0	\$0	\$0	\$5,780	\$0	\$5,780	\$0	\$0	
39112	Road Maintenance	\$0	\$1,033,147	\$0	\$2,034,125	\$0	\$2,024,838	(\$9,287)	\$0	Increase in gravel supply expenses, decrease in overhead allocations and plant costs
39132	Roman/Asset Development	\$0	\$57,028	\$0	\$68,454	\$0	\$74,990	\$0	\$6,536	Increase in wages and overheads
39142	Street Lighting	\$0	\$20,189	\$0	\$41,500	\$0	\$41,500	\$0	\$0	
39182	Gnowangerup Depot General Maintenance	\$0	\$23	\$0	\$19,569	\$0	\$3,620	(\$15,949)	\$0	Decrease in wages, overheads and plant costs
39192	Loss on Sale of Asset	\$0	\$14,961	\$0	\$0	\$0	\$14,961	\$0	\$14,961	Increase in loss on disposal of plant & equipment
39242	Kerb Renewal	\$0	\$0	\$0	\$6,000	\$0	\$6,000	\$0	\$0	
39252	Urban Drainage Renewals/Maintenance	\$0	\$0	\$0	\$9,030	\$0	\$9,030	\$0	\$0	
39272	Laneway Maintenance	\$0	\$4,422	\$0	\$5,100	\$0	\$5,780	\$0	\$680	Increase in wages and overheads; Increase in materials; decrease in plant costs
39342	Road Verge Maintenance and Clearing (LCRI)					\$0	\$318,016	\$0	\$318,016	Additional expenses funded by Phase 2 LCRI Grant Funding
Sub Total - MTCE STREETS ROADS DEPOTS OP/EXP		\$0	\$1,661,491	\$0	\$3,215,831	\$0	\$3,544,930	(\$25,303)	\$354,402	
OPERATING INCOME										
38013	Regional Road Group Grants	\$0	\$0	(\$550,000)	\$0	(\$550,000)	\$0	\$0	\$0	
38033	Roads To Recovery Grants	(\$51,304)	\$0	(\$392,891)	\$0	(\$392,891)	\$0	\$0	\$0	
38093	Cwth Local Roads Community Infrastructure Grants	(\$214,854)	\$0	(\$429,708)	\$0	(\$747,724)	\$0	(\$318,016)	\$0	Additional LCRI funding made available
39003	MRWA Road Preservation Grant	(\$158,919)	\$0	(\$149,500)	\$0	(\$158,919)	\$0	(\$9,419)	\$0	Increase in road preservation grant allocation
39043	Profit/ Loss on Sale of Assets	(\$16,408)	\$0	\$0	\$0	(\$16,408)	\$0	(\$16,408)	\$0	Increase in profit on disposal of plant & equipment
Sub Total - MTCE STREETS ROADS DEPOTS OP/INC		(\$441,485)	\$0	(\$1,522,099)	\$0	(\$1,865,942)	\$0	(\$343,843)	\$0	
Total - MTCE STREETS ROADS DEPOTS		(\$441,485)	\$1,661,491	(\$1,522,099)	\$3,215,831	(\$1,865,942)	\$3,544,930	(\$369,146)	\$354,402	
TRAFFIC CONTROL										
OPERATING EXPENDITURE										
Sub Total - TRAFFIC CONTROL OP/EXP		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
OPERATING INCOME										
42013	Sale of Plates	(\$55)	\$0	(\$100)	\$0	(\$100)	\$0	\$0	\$0	
Sub Total - TRAFFIC CONTROL OP/INC		(\$55)	\$0	(\$100)	\$0	(\$100)	\$0	\$0	\$0	
Total - TRAFFIC CONTROL		(\$55)	\$0	(\$100)	\$0	(\$100)	\$0	\$0	\$0	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
AERODROMES										
OPERATING EXPENDITURE										
43002	Gnowangerup Airstrip Maintenance	\$0	\$7,406	\$0	\$15,490	\$0	\$20,490	\$0	\$5,000	Increase in materials for airport reporting officer training
43012	Gnowangerup Airstrip Operations	\$0	\$57,515	\$0	\$115,401	\$0	\$115,401	\$0	\$0	
Sub Total - AERODROMES OP/EXP		\$0	\$64,921	\$0	\$130,891	\$0	\$135,891	\$0	\$5,000	
OPERATING INCOME										
43003	Gnowangerup Airstrip Income	(\$40,181)	\$0	(\$55,250)	\$0	(\$55,250)	\$0	\$0	\$0	
Sub Total - AERODROMES OP/INC		(\$40,181)	\$0	(\$55,250)	\$0	(\$55,250)	\$0	\$0	\$0	
Total - AERODROMES		(\$40,181)	\$64,921	(\$55,250)	\$130,891	(\$55,250)	\$135,891	\$0	\$5,000	
Total - TRANSPORT		(\$481,722)	\$1,726,412	(\$1,577,449)	\$3,346,722	(\$1,921,292)	\$3,680,821	(\$369,146)	\$359,402	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
TOURISM AND AREA PROMOTION										
OPERATING EXPENDITURE										
46012	Strategy & Governance Unit Costs	\$0	\$12,982	\$0	\$31,480	\$0	\$31,480	\$0	\$0	
46092	Gnowangerup Caravan Park - Operation Costs	\$0	\$3,197	\$0	\$6,539	\$0	\$6,539	\$0	\$0	
46102	Gnowangerup Caravan Park Building Maintenance Costs	\$0	\$61	\$0	\$1,020	\$0	\$1,020	\$0	\$0	
46122	Local Tourism Promotion	\$0	\$287	\$0	\$3,000	\$0	\$3,000	\$0	\$0	
Sub Total - TOURISM & AREA PROMOTION OP/EXP		\$0	\$16,527	\$0	\$42,039	\$0	\$42,039	\$0	\$0	
OPERATING INCOME										
46013	Caravan Park Licences	\$0	\$0	(\$800)	\$0	(\$800)	\$0	\$0	\$0	
Sub Total - TOURISM & AREA PROMOTION OP/INC		\$0	\$0	(\$800)	\$0	(\$800)	\$0	\$0	\$0	
Total - TOURISM & AREA PROMOTION		\$0	\$16,527	(\$800)	\$42,039	(\$800)	\$42,039	\$0	\$0	
BUILDING CONTROL										
OPERATING EXPENDITURE										
47012	Building Administration Allocations	\$0	\$1,548	\$0	\$4,282	\$0	\$4,282	\$0	\$0	
47022	Building Services - Salaries	\$0	\$11,508	\$0	\$49,410	\$0	\$24,439	(\$24,971)	\$0	Decrease in salaries
47032	Building Services - Superannuation	\$0	\$801	\$0	\$6,811	\$0	\$1,600	(\$5,211)	\$0	Decrease in superannuation expenses
47042	Building Control Insurances	\$0	\$1,330	\$0	\$1,330	\$0	\$1,330	\$0	\$0	
Sub Total - BUILDING CONTROL OP/EXP		\$0	\$15,186	\$0	\$61,833	\$0	\$31,651	(\$30,182)	\$0	
BUILDING CONTROL OP/INC										
47003	Building Licences & Fees	(\$5,120)	\$0	(\$2,570)	\$0	(\$5,120)	\$0	(\$2,550)	\$0	Increase in building fees
47013	BRB & BCITF Commissions	(\$116)	\$0	(\$75)	\$0	(\$116)	\$0	(\$41)	\$0	Increase in building commission
Sub Total - BUILDING CONTROL OP/INC		(\$5,236)	\$0	(\$2,645)	\$0	(\$5,236)	\$0	(\$2,591)	\$0	
Total - BUILDING CONTROL		(\$5,236)	\$15,186	(\$2,645)	\$61,833	(\$5,236)	\$31,651	(\$32,773)	\$0	
ECONOMIC DEVELOPMENT										
OPERATING EXPENDITURE										
50002	Administration Allocations	\$0	\$1,281	\$0	\$2,810	\$0	\$2,810	\$0	\$0	
50022	Community Capacity Building	\$0	\$0	\$0	\$40,000	\$0	\$40,000	\$0	\$0	Contribution no longer required
50072	Marketing & Tourism Promotion	\$0	\$26,422	\$0	\$127,050	\$0	\$127,050	\$0	\$0	
50102	Adverse Event Plan	\$0	\$0	\$0	\$14,000	\$0	\$14,000	\$0	\$0	
50112	Banners and Banner Pole Maintenance	\$0	\$0	\$0	\$3,000	\$0	\$3,000	\$0	\$0	
Sub Total - ECONOMIC DEVELOPMENT OP/EXP		\$0	\$27,703	\$0	\$186,860	\$0	\$186,860	\$0	\$0	
OPERATING INCOME										
50003	Reimbursements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
50013	Operating Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - ECONOMIC DEVELOPMENT OP/INC		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - ECONOMIC DEVELOPMENT		\$0	\$27,703	\$0	\$186,860	\$0	\$186,860	\$0	\$0	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PUBLIC UTILITY SERVICES										
OPERATING EXPENDITURE										
51002	Standpipe Maintenance	\$0	\$606	\$0	\$1,500	\$0	\$1,500	\$0	\$0	
51012	Gnowangerup Standpipe	\$0	\$6,031	\$0	\$18,350	\$0	\$18,350	\$0	\$0	
51022	Ongerup Standpipe	\$0	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
51032	Borden Standpipe	\$0	\$0	\$0	\$200	\$0	\$200	\$0	\$0	
51042	Formby Road Bore	\$0	\$1,570	\$0	\$7,360	\$0	\$6,870	(\$490)	\$0	Decrease in wages and overheads
51052	Highdenup Road Bore	\$0	\$1,956	\$0	\$3,800	\$0	\$5,000	\$0	\$1,200	Increase in wages and overheads
51092	Toompup Bore	\$0	\$0	\$0	\$200	\$0	\$200	\$0	\$0	
Sub Total - PUBLIC UTILITY SERVICES OP/EXP		\$0	\$10,163	\$0	\$32,410	\$0	\$33,120	(\$490)	\$1,200	
OPERATING INCOME										
51003	Gnowangerup Standpipe Fees	(\$4,656)	\$0	(\$18,000)	\$0	(\$18,000)	\$0	\$0	\$0	
51033	Virginia Land Lease	\$0	\$0	(\$6,685)	\$0	(\$6,685)	\$0	\$0	\$0	
51073	Standpipe Swipe Card	\$0	\$0	(\$50)	\$0	(\$50)	\$0	\$0	\$0	
Sub Total - PUBLIC UTILITY SERVICES OP/INC		(\$4,656)	\$0	(\$24,735)	\$0	(\$24,735)	\$0	\$0	\$0	
Total - PUBLIC UTILITY SERVICES		(\$4,656)	\$10,163	(\$24,735)	\$32,410	(\$24,735)	\$33,120	(\$490)	\$1,200	
Total - ECONOMIC SERVICES		(\$9,892)	\$69,580	(\$28,180)	\$323,142	(\$30,771)	\$293,670	(\$33,263)	\$1,200	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PRIVATE WORKS										
OPERATING EXPENDITURE										
53002	Private Works	\$0	\$8,187	\$0	\$10,000	\$0	\$10,000	\$0	\$0	
53022	Motor Vehicle Licensing	\$0	\$12,709	\$0	\$36,391	\$0	\$36,391	\$0	\$0	
Sub Total - PRIVATE WORKS OP/EXP		\$0	\$20,896	\$0	\$46,391	\$0	\$46,391	\$0	\$0	
OPERATING INCOME										
53003	Private Works Income	(\$7,124)	\$0	(\$10,000)	\$0	(\$10,000)	\$0	\$0	\$0	
Sub Total - PRIVATE WORKS OP/INC		(\$7,124)	\$0	(\$10,000)	\$0	(\$10,000)	\$0	\$0	\$0	
Total - PRIVATE WORKS		(\$7,124)	\$20,896	(\$10,000)	\$46,391	(\$10,000)	\$46,391	\$0	\$0	
PUBLIC WORKS OVERHEADS										
OPERATING EXPENDITURE										
57002	Annual Leave	\$0	\$73,130	\$0	\$107,321	\$0	\$107,321	\$0	\$0	
57012	Long Service Leave	\$0	\$3,407	\$0	\$34,773	\$0	\$34,773	\$0	\$0	
57022	Public Holidays	\$0	\$23,878	\$0	\$43,229	\$0	\$43,229	\$0	\$0	
57032	Sick Leave	\$0	\$18,080	\$0	\$43,229	\$0	\$43,229	\$0	\$0	
57042	Supervision & Administration	\$0	\$125,733	\$0	\$253,085	\$0	\$253,085	\$0	\$0	
57052	General Duties	\$0	\$10,315	\$0	\$22,500	\$0	\$22,500	\$0	\$0	
57062	Toolbox Meetings	\$0	\$4,575	\$0	\$4,600	\$0	\$9,200	\$0	\$4,600	Increase in wages
57072	Strategy & Governance Unit Costs	\$0	\$4,520	\$0	\$7,834	\$0	\$7,834	\$0	\$0	
57082	Superannuation	\$0	\$81,315	\$0	\$204,292	\$0	\$145,000	(\$59,292)	\$0	Not all employees took up super co-contribution offered by Council
57092	Works Training/ Conferences	\$0	\$7,297	\$0	\$25,000	\$0	\$25,000	\$0	\$0	
57102	Workers Compensation	\$0	\$31,007	\$0	\$31,007	\$0	\$31,007	\$0	\$0	
57122	Mobile Phones - Works	\$0	\$3,316	\$0	\$6,960	\$0	\$7,740	\$0	\$780	Increase in phone allowances
57132	EBA Uniforms & Licence Expenses	\$0	\$7,079	\$0	\$8,410	\$0	\$10,500	\$0	\$2,090	Increase in protective clothing expenses
57142	Safety Clothing & Equipment	\$0	\$203	\$0	\$2,550	\$0	\$2,550	\$0	\$0	
57152	Other Costs	\$0	\$27,347	\$0	\$51,140	\$0	\$52,770	\$0	\$1,630	Increase in stationery expenses
57162	Insurance	\$0	\$17,281	\$0	\$17,282	\$0	\$17,282	\$0	\$0	
57182	In House Service Costs	\$0	\$42,580	\$0	\$89,390	\$0	\$89,390	\$0	\$0	
57192	Rostered Days Off	\$0	\$2,242	\$0	\$695	\$0	\$2,800	\$0	\$2,105	Increase in wages for RDO Accruals
57252	LOT 271A QUINN STREET Housing ALLOCATIONS	\$0	\$4,589	\$0	\$0	\$0	\$0	\$0	\$0	Increase in housing allocation
57262	LOT 271B QUINN STREET HOUSING ALLOCATIONS	\$0	\$3,948	\$0	\$0	\$0	\$0	\$0	\$0	Increase in housing allocation
57992	Less Recovered From Works	\$0	(\$479,377)	\$0	(\$953,297)	\$0	(\$905,210)	\$0	\$48,087	Decrease in Public Works Overheads allocations
Sub Total - PUBLIC WORKS O/HEADS OP/EXP		\$0	\$12,466	\$0	\$0	\$0	\$0	(\$59,292)	\$59,292	
OPERATING INCOME										
57003	Reimbursements	(\$952)	\$0	(\$700)	\$0	(\$700)	\$0	\$0	\$0	
Sub Total - PUBLIC WORKS O/HEADS OP/INC		(\$952)	\$0	(\$700)	\$0	(\$700)	\$0	\$0	\$0	
Total - PUBLIC WORKS OVERHEADS		(\$952)	\$12,466	(\$700)	\$0	(\$700)	\$0	(\$59,292)	\$59,292	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PLANT OPERATIONS COSTS										
OPERATING EXPENDITURE										
58002	Fleet Maintenance	\$0	\$59,451	\$0	\$89,637	\$0	\$89,637	\$0	\$0	
58012	Insurance	\$0	\$28,627	\$0	\$26,868	\$0	\$28,627	\$0	\$1,759	Increase in vehicle insurance premiums
58022	Fuels & oils	\$0	\$84,209	\$0	\$220,000	\$0	\$220,000	\$0	\$0	
58032	Tyres	\$0	\$9,040	\$0	\$36,750	\$0	\$36,750	\$0	\$0	
58042	Parts & Repairs	\$0	\$41,468	\$0	\$160,000	\$0	\$160,000	\$0	\$0	
58052	Licences	\$0	\$12,154	\$0	\$10,210	\$0	\$12,154	\$0	\$1,944	Increase in vehicle registration fees
58062	Blades & points	\$0	\$3,375	\$0	\$20,000	\$0	\$20,000	\$0	\$0	
58072	Expendable Tools	\$0	\$14,636	\$0	\$35,000	\$0	\$35,000	\$0	\$0	
58082	Depreciation - Plant	\$0	\$149,563	\$0	\$248,715	\$0	\$248,715	\$0	\$0	
58092	Depreciation - Minor Plant	\$0	\$2,422	\$0	\$32,525	\$0	\$32,525	\$0	\$0	
58112	2 CECIL STREET - BUILDING OPERATION	\$0	\$2,647	\$0	\$10,856	\$0	\$11,256	\$0	\$400	
58132	Mechanic Utility Costs	\$0	\$0	\$0	\$10,000	\$0	\$10,000	\$0	\$0	
58142	Housing - 2 Cecil Street	\$0	\$2,880	\$0	\$5,760	\$0	\$5,760	\$0	\$0	
58162	Other Costs	\$0	\$3,030	\$0	\$6,240	\$0	\$6,240	\$0	\$0	
58992	Less Recovered From Works	\$0	(\$430,838)	\$0	(\$912,561)	\$0	(\$916,264)	(\$3,703)	\$0	Increase in Plant Operation Cost Allocations
Sub Total - PLANT OPERATIONS COSTS OP/EXP		\$0	(\$17,337)	\$0	\$0	\$0	\$400	(\$3,703)	\$4,103	
OPERATING INCOME										
58003	Reimbursements	(\$2,880)	\$0	(\$5,760)	\$0	(\$5,760)	\$0	\$0	\$0	
58013	Fuel Rebates	(\$18,047)	\$0	(\$28,500)	\$0	(\$28,500)	\$0	\$0	\$0	
Sub Total - PLANT OPERATIONS COSTS OP/INC		(\$20,927)	\$0	(\$34,260)	\$0	(\$34,260)	\$0	\$0	\$0	
Total - PLANT OPERATIONS COSTS		(\$20,927)	(\$17,337)	(\$34,260)	\$0	(\$34,260)	\$400	(\$3,703)	\$4,103	
MATERIALS AND STOCK										
OPERATING EXPENDITURE										
55032	Fuel & Oils Purchased	\$0	\$0	\$0	\$220,000	\$0	\$220,000	\$0	\$0	
55042	Less Fuel & Oils Allocated	\$0	\$0	\$0	(\$220,000)	\$0	(\$220,000)	\$0	\$0	
55062	Stock Variance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - MATERIALS AND STOCK		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total - MATERIALS AND STOCK		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
SALARIES AND WAGES										
OPERATING EXPENDITURE										
54002	Gross Salaries & Wages	\$0	\$1,319,861	\$0	\$2,566,380	\$0	\$2,566,380	\$0	\$0	Net decrease in salaries and wages
54012	Less Salaries Allocated	\$0	(\$1,319,861)	\$0	(\$2,566,380)	\$0	(\$2,566,380)	\$0	\$0	Net decrease in salaries and wages
54022	Workers Compensation Payments	\$0	\$8,958	\$0	\$5,000	\$0	\$8,958	\$0	\$3,958	Increase in workers compensation payments
Sub Total - SALARIES AND WAGES OP/EXP		\$0	\$8,958	\$0	\$5,000	\$0	\$8,958	\$0	\$3,958	
OPERATING INCOME										
54003	Workers Compensation Reimbursements	(\$9,237)	\$0	(\$5,000)	\$0	(\$9,237)	\$0	(\$4,237)	\$0	Increase in workers compensation reimbursements
Sub Total - SALARIES AND WAGES OP/INC		(\$9,237)	\$0	(\$5,000)	\$0	(\$9,237)	\$0	(\$4,237)	\$0	
Total - SALARIES AND WAGES		(\$9,237)	\$8,958	(\$5,000)	\$5,000	(\$9,237)	\$8,958	(\$4,237)	\$3,958	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
ADMINISTRATION										
OPERATING EXPENDITURE										
Administration activity units										
59022	IT Licence Costs & Support	\$0	\$73,275	\$0	\$118,430	\$0	\$122,720	\$0	\$4,290	Increase in ITV licensing costs, replacement of UPS, Office software licensing increase
59032	Accounting	\$0	\$13,087	\$0	\$51,750	\$0	\$41,750	(\$10,000)	\$0	Decrease in Accounting Fees
59042	Admin Telephone Mail & Reception	\$0	\$6,742	\$0	\$17,000	\$0	\$17,000	\$0	\$0	
59052	Office Supplies & Equipment	\$0	\$8,320	\$0	\$12,386	\$0	\$15,886	\$0	\$3,500	Increase in stationery expenses
59062	Records Management Costs	\$0	\$7,296	\$0	\$31,280	\$0	\$31,280	\$0	\$0	
59072	Occ Health & Safety	\$0	\$15,960	\$0	\$36,400	\$0	\$42,290	\$0	\$5,890	Increase in wages and overheads
59082	Administration Office Building Maintenance	\$0	\$934	\$0	\$6,820	\$0	\$7,100	\$0	\$280	Increase in wages
59092	Administration Office Building Operation	\$0	\$37,051	\$0	\$105,427	\$0	\$107,387	\$0	\$1,960	Increase in electricity and water charges
59102	Police Licensing	\$0	\$0	\$0	\$1,000	\$0	\$1,000	\$0	\$0	
59112	DEPRECIATION - EQUIPMENT RIGHT OF USE	\$0	\$6,310	\$0	\$12,510	\$0	\$12,510	\$0	\$0	
59202	Loss on Sale of Asset	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
59992	Less Recovered From Activities	\$0	(\$131,645)	\$0	(\$332,625)	\$0	(\$332,625)	\$0	\$0	
Governance & Strategy										
60282	Governance & Strategy Salaries	\$0	\$146,564	\$0	\$227,589	\$0	\$254,045	\$0	\$26,456	Increase in salaries
60002	Employee Leave	\$0	\$14,390	\$0	\$0	\$0	\$17,075	\$0	\$17,075	
60012	Long Service Leave	\$0	\$0	\$0	\$5,541	\$0	\$5,541	\$0	\$0	
60022	Superannuation	\$0	\$21,010	\$0	\$32,861	\$0	\$36,260	\$0	\$3,399	Increase in superannuation expenses
60032	Governance Training/ Conferences	\$0	\$295	\$0	\$4,450	\$0	\$4,450	\$0	\$0	
60042	Workers Compensation Insurance	\$0	\$4,821	\$0	\$4,821	\$0	\$4,821	\$0	\$0	
60052	Housing Rent Salary Sacrifice	\$0	\$4,800	\$0	\$9,600	\$0	\$9,600	\$0	\$0	
60082	Vehicle Expenses (Inc FBT)	\$0	\$24,911	\$0	\$28,000	\$0	\$34,260	\$0	\$6,260	Increase in FBT Expense
60102	4 Grocock Street Building Maintenance	\$0	\$4,364	\$0	\$29,305	\$0	\$32,362	\$0	\$3,057	
60142	Insurances	\$0	\$6,046	\$0	\$6,044	\$0	\$6,044	\$0	\$0	
60152	S&G Mobile Phone Expenses	\$0	\$562	\$0	\$2,750	\$0	\$2,750	\$0	\$0	
60162	S&G Uniforms	\$0	\$478	\$0	\$1,275	\$0	\$1,275	\$0	\$0	
60172	S&G Other Minor Expenses	\$0	\$1,448	\$0	\$1,665	\$0	\$1,665	\$0	\$0	
60252	Resource Sharing Expenses	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0	
60272	Rostered Days Off	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
60292	Integrated Planning Costs	\$0	\$0	\$0	\$25,000	\$0	\$25,000	\$0	\$0	
60992	Less Allocated To works	\$0	(\$169,896)	\$0	(\$294,564)	\$0	(\$294,564)	\$0	\$0	
Corporate & Community										
61262	Corporate & Community Salaries	\$0	\$209,661	\$0	\$493,812	\$0	\$363,412	(\$130,400)	\$0	Decrease in Salaries
61002	Employee Leave	\$0	\$25,797	\$0	\$0	\$0	\$25,797	\$0	\$25,797	Increase in leave paid
61012	Long Service Leave	\$0	\$0	\$0	\$11,874	\$0	\$11,874	\$0	\$0	
61022	C&C Superannuation	\$0	\$31,406	\$0	\$76,210	\$0	\$54,440	(\$21,770)	\$0	Decrease in Superannuation expenses
61032	C&C Workers Compensation Insurance	\$0	\$10,461	\$0	\$10,461	\$0	\$10,461	\$0	\$0	
61042	C&C Vehicle Costs	\$0	\$1,574	\$0	\$29,850	\$0	\$29,850	\$0	\$0	
61062	C&C Mobile Phone Costs	\$0	\$457	\$0	\$3,090	\$0	\$3,090	\$0	\$0	
61072	Corporate & Community Uniforms	\$0	\$1,265	\$0	\$3,500	\$0	\$3,500	\$0	\$0	
61082	Corporate & Community Training Costs	\$0	\$3,299	\$0	\$15,000	\$0	\$9,000	(\$6,000)	\$0	Decrease in conference and training costs
61112	Corporate & Community Other Minor Costs	\$0	\$0	\$0	\$2,500	\$0	\$2,500	\$0	\$0	
61122	Corporate & Community Insurance	\$0	\$7,868	\$0	\$7,869	\$0	\$7,869	\$0	\$0	
61222	Rostered Days Off	\$0	\$0	\$0	\$50	\$0	\$50	\$0	\$0	
61232	Housing 20 McDonald Street	\$0	\$17,257	\$0	\$34,022	\$0	\$36,038	\$0	\$2,016	
61272	Human Resource Costs	\$0	\$17,088	\$0	\$20,000	\$0	\$20,000	\$0	\$0	
61992	Less Allocated To Services	\$0	(\$108,691)	\$0	(\$300,737)	\$0	(\$300,737)	\$0	\$0	
Sub Total - ADMINISTRATION OP/EXP		\$0	\$314,567	\$0	\$557,215	\$0	\$489,026	(\$168,170)	\$99,981	

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And Type Of Activities Within The Programme

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
OPERATING INCOME - ADMINISTRATION										
59003	Licensing Services	(\$10,609)	\$0	(\$18,000)	\$0	(\$18,000)	\$0	\$0	\$0	
60003	Reimbursements	(\$9,603)	\$0	(\$18,740)	\$0	(\$18,740)	\$0	\$0	\$0	
63003	Reimbursements	(\$6,300)	\$0	\$0	\$0	(\$6,300)	\$0	(\$6,300)	\$0	LGIS reimbursement
Sub Total - ADMINISTRATION OP/INC		(\$26,512)	\$0	(\$36,740)	\$0	(\$43,040)	\$0	(\$6,300)	\$0	
Total - ADMINISTRATION		(\$26,512)	\$314,567	(\$36,740)	\$557,215	(\$43,040)	\$489,026	(\$174,470)	\$99,981	
UNCLASSIFIED										
OPERATING EXPENDITURE										
62022	Donations & Grants	\$0	\$5,130	\$0	\$5,180	\$0	\$5,180	\$0	\$0	
62032	Insurance Claims	\$0	\$0	\$0	\$3,000	\$0	\$3,000	\$0	\$0	
62042	Other Minor Expenses	\$0	\$1	\$0	\$5	\$0	\$5	\$0	\$0	
62072	Loss on Sale of Asset	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
62082	Toompup Dam Maintenance	\$0	\$3,146	\$0	\$11,700	\$0	\$11,700	\$0	\$0	
62092	Old Airport Dam Maintenance	\$0	\$4,533	\$0	\$5,225	\$0	\$8,035	\$0	\$2,810	Increase in wages and overheads
62102	Airport Dam Maintenance	\$0	\$540	\$0	\$1,345	\$0	\$2,560	\$0	\$1,215	Increase in wages and overheads
62112	Magitup Dam Maintenance	\$0	\$0	\$0	\$3,075	\$0	\$3,075	\$0	\$0	
62122	Bowling Club Dams Maintenance	\$0	\$378	\$0	\$1,633	\$0	\$1,633	\$0	\$0	
Sub Total - UNCLASSIFIED OP/EXP		\$0	\$13,732	\$0	\$31,163	\$0	\$35,188	\$0	\$4,025	
OPERATING INCOME										
62003	Insurance Claims Reimbursed	(\$17,797)	\$0	(\$18,797)	\$0	(\$17,797)	\$0	\$0	\$1,000	Decrease in insurance refunds
62013	PROFIT CHANGE ON LOCAL GOVT HOUSE UNIT TRUST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
62023	Government Grants (CWG)	\$0	\$0	(\$100,000)	\$0	(\$100,000)	\$0	\$0	\$0	
62033	DCEP Grant	(\$500,000)	\$0	(\$1,000,000)	\$0	(\$1,000,000)	\$0	\$0	\$0	
Sub Total - UNCLASSIFIED OP/INC		(\$517,797)	\$0	(\$1,118,797)	\$0	(\$1,117,797)	\$0	\$0	\$1,000	
Total - UNCLASSIFIED		(\$517,797)	\$13,732	(\$1,118,797)	\$31,163	(\$1,117,797)	\$35,188	\$0	\$5,025	
Total - OTHER PROPERTY AND SERVICES		(\$582,550)	\$353,281	(\$1,205,497)	\$639,769	(\$1,215,034)	\$579,963	(\$241,702)	\$172,359	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
TRANSFERS TO/FROM RESERVES										
EXPENDITURE										
95001										
	Transfers To Reserve Funds - (Inc Interest Earned)	\$0	\$440	\$0	\$398,569	\$0	\$389,669	(\$8,900)	\$0	Decrease in interest earned
	Sub Total - TRANSFER TO OTHER COUNCIL FUNDS	\$0	\$440	\$0	\$398,569	\$0	\$389,669	(\$8,900)	\$0	
INCOME										
95002										
	Transfer from Reserve Fund	\$0	\$0	(\$151,000)	\$0	(\$151,000)	\$0	\$0	\$0	
	Total - TRANSFER FROM OTHER COUNCIL FUNDS	\$0	\$0	(\$151,000)	\$0	(\$151,000)	\$0	\$0	\$0	
	Total - FUND TRANSFER	\$0	\$440	(\$151,000)	\$398,569	(\$151,000)	\$389,669	(\$8,900)	\$0	
	000000 (Surplus) / Deficit - Carried Forward	(\$2,182,529)	\$0	(\$2,053,441)	\$0	(\$2,182,529)	\$0	(\$129,088)	\$0	
	Sub Total - SURPLUS C/FWD	(\$2,182,529)	\$0	(\$2,053,441)	\$0	(\$2,182,529)	\$0	(\$129,088)	\$0	
	Total - SURPLUS	(\$2,182,529)	\$0	(\$2,053,441)	\$0	(\$2,182,529)	\$0	(\$129,088)	\$0	
LONG TERM LOANS										
	Sub Total - LOAN ADVANCES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
INCOME										
80005										
	New Loans	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Sub Total - LONG TERM LOANS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total - DEFERRED LIABILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
LIABILITY LOANS - PRINCIPAL REPAYMENTS										
CAPITAL EXPENDITURE										
80004										
	Principal On Loans	\$0	\$103,302	\$0	\$208,606	\$0	\$208,606	\$0	\$0	
80024										
	Finance Leases - Principal	\$0	\$7,333	\$0	\$12,664	\$0	\$12,664	\$0	\$0	
	Sub Total - LOAN REPAYMENTS	\$0	\$110,635	\$0	\$221,270	\$0	\$221,270	\$0	\$0	
CAPITAL INCOME										
80015										
	Principal Repaid - Self Supporting Loans	\$0	\$0	(\$29,729)	\$0	(\$29,729)	\$0	\$0	\$0	
	Sub Total - LOANS RAISED	\$0	\$0	(\$29,729)	\$0	(\$29,729)	\$0	\$0	\$0	
	Total - NON CURRENT LIABILITIES	\$0	\$110,635	(\$29,729)	\$221,270	(\$29,729)	\$221,270	\$0	\$0	

Shire of Gnowangerup
BUDGET REVIEW REPORT

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

G/L JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
	Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
OPERATING ACTIVITIES EXCLUDED FROM BUDGET									
000000 Depreciation Written Back	\$0	(\$1,164,291)	\$0	(\$2,275,630)	\$0	(\$2,275,630)	\$0	\$0	
000000 Book Value of Assets Sold Written Back	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
000000 Profit on Sale of Asset Written Back	\$16,408	\$0	\$0	\$0	\$16,408	\$0	\$0	\$16,408	
000000 Loss on Sale of Asset Written Back	\$0	(\$14,961)	\$0	\$0	\$0	(\$14,961)	(\$14,961)	\$0	
000000 Long Service Leave - Non Cash	\$0	\$0	\$0	(\$68,888)	\$0	(\$68,888)	\$0	\$0	
000000 Trust Liabilities brought into Municipal Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Sub Total - OPERATING ACTIVITIES EXCLUDED	\$16,408	(\$1,179,252)	\$0	(\$2,344,518)	\$16,408	(\$2,359,479)	(\$14,961)	\$16,408	
Total - OPERATING ACTIVITIES EXCLUDED	\$16,408	(\$1,179,252)	\$0	(\$2,344,518)	\$16,408	(\$2,359,479)	(\$14,961)	\$16,408	

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

Details By Function Under The Following Program Titles
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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
		FURNITURE AND EQUIPMENT								
		OTHER PROPERTY & SERVICES - ADMINISTRATION								
		CAPITAL EXPENDITURE								
59050	Administration Furniture & Equipment	\$0	\$15,444	\$0	\$45,000	\$0	\$45,000	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$15,444	\$0	\$45,000	\$0	\$45,000	\$0	\$0	
	Total - OTHER PROPERTY	\$0	\$15,444	\$0	\$45,000	\$0	\$45,000	\$0	\$0	
	Total - FURNITURE AND EQUIPMENT	\$0	\$15,444	\$0	\$45,000	\$0	\$45,000	\$0	\$0	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
PLANT AND EQUIPMENT										
HEALTH										
EXPENDITURE										
14044	Doctors Vehicle	\$0	\$43,178	\$0	\$55,000	\$0	\$43,178	(\$11,822)	\$0	Purchase prices less
Sub Total - CAPITAL WORKS		\$0	\$43,178	\$0	\$55,000	\$0	\$43,178	(\$11,822)	\$0	
Total - HEALTH		\$0	\$43,178	\$0	\$55,000	\$0	\$43,178	(\$11,822)	\$0	
PLANT AND EQUIPMENT										
RECREATION AND CULTURE										
CAPITAL EXPENDITURE										
40214	Purchase Mower GN.0029	\$0	\$0	\$0	\$28,000	\$0	\$28,000	\$0	\$0	
new	Purchase Mower GN.0034	\$0	\$0	\$0	\$28,000	\$0	\$28,000	\$0	\$0	
Sub Total - CAPITAL WORKS		\$0	\$0	\$0	\$56,000	\$0	\$56,000	\$0	\$0	
Total - RECREATION AND CULTURE		\$0	\$0	\$0	\$56,000	\$0	\$56,000	\$0	\$0	
PLANT AND EQUIPMENT										
TRANSPORT										
CAPITAL EXPENDITURE										
New	Purchase Side Tipper GN.17003	\$0	\$0	\$0	\$110,000	\$0	\$110,000	\$0	\$0	
New	Purchase Dolly GN.17002	\$0	\$0	\$0	\$28,000	\$0	\$28,000	\$0	\$0	
New	Purchase Multi Roller	\$0	\$0	\$0	\$190,000	\$0	\$190,000	\$0	\$0	
40084	Purchase of Utility (GN.010)	\$0	\$46,614	\$0	\$45,000	\$0	\$46,614	\$0	\$1,614	Purchase price higher
40354	Purchase of Utility GN.003	\$0	\$41,976	\$0	\$37,000	\$0	\$41,976	\$0	\$4,976	Purchase price higher
40174	Purchase of Utility GN.0028	\$0	\$40,855	\$0	\$36,000	\$0	\$40,855	\$0	\$4,855	Purchase price higher
40034	Purchase of Utility GN.0046	\$0	\$40,855	\$0	\$36,000	\$0	\$40,855	\$0	\$4,855	Purchase price higher
40584	Purchase of Utility Maint Officer	\$0	\$28,172	\$0	\$30,000	\$0	\$28,172	(\$1,828)	\$0	Purchase price Less
New	Purchase Box top Trailer & Post Hole Borer	\$0	\$0	\$0	\$15,000	\$0	\$15,000	\$0	\$0	
New	Purchase Sign Box Top Trailer GN.7809	\$0	\$0	\$0	\$6,500	\$0	\$6,500	\$0	\$0	
Sub Total - CAPITAL WORKS		\$0	\$198,472	\$0	\$533,500	\$0	\$547,972	(\$1,828)	\$16,300	
Total - TRANSPORT		\$0	\$198,472	\$0	\$533,500	\$0	\$547,972	(\$1,828)	\$16,300	
PLANT AND EQUIPMENT										
OTHER PROPERTY & SERVICES										
CAPITAL EXPENDITURE										
40154	DCEO Vehicle	\$0	\$47,544	\$0	\$55,000	\$0	\$47,544	(\$7,456)	\$0	Purchase price Less
Sub Total - CAPITAL WORKS		\$0	\$47,544	\$0	\$55,000	\$0	\$47,544	(\$7,456)	\$0	
Total - ECONOMIC SERVICES		\$0	\$47,544	\$0	\$55,000	\$0	\$47,544	(\$7,456)	\$0	
Total - PLANT AND EQUIPMENT		\$0	\$289,194	\$0	\$699,500	\$0	\$694,694	(\$21,106)	\$16,300	

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G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
ROAD INFRASTRUCTURE CAPITAL										
ROAD CONSTRUCTION										
38014		Roads To Recovery Projects								
38014	RR074	\$0	\$0	\$0	\$128,474	\$0	\$128,474	\$0	\$0	
38014	RR100	\$0	\$0	\$0	\$134,526	\$0	\$134,526	\$0	\$0	
38014	RR105	\$0	\$0	\$0	\$129,891	\$0	\$129,891	\$0	\$0	
38004		Regional Road Group Projects								
38004	RG003	\$0	\$0	\$0	\$22,000	\$0	\$22,000	\$0	\$0	
38004	RG001	\$0	\$4,089	\$0	\$540,000	\$0	\$540,000	\$0	\$0	
38004	RG146	\$0	\$8,537	\$0	\$263,000	\$0	\$263,000	\$0	\$0	
Commonwealth Local Roads Community Infrastructure Program										
38204	LR007	\$0	\$0	\$0	\$320,000	\$0	\$320,000	\$0	\$0	
38204	LR005	\$0	\$0	\$0	\$109,708	\$0	\$109,708	\$0	\$0	
Municipal Road Construction Projects										
Road Reseals										
38104	RS005	\$0	\$0	\$0	\$109,203	\$0	\$109,203	\$0	\$0	
38104	RS008	\$0	\$1,575	\$0	\$102,785	\$0	\$102,785	\$0	\$0	
38104	RS025	\$0	\$75	\$0	\$43,292	\$0	\$43,292	\$0	\$0	
38104	RS026	\$0	\$2,700	\$0	\$105,582	\$0	\$105,582	\$0	\$0	
38094		Council Road Program								
38094	RC146	\$0	\$0	\$0	\$0	\$0	\$0			
38094	GS010	\$0	\$0	\$0	\$96,731	\$0	\$96,731	\$0	\$0	
Sub Total - CAPITAL WORKS		\$0	\$16,976	\$0	\$2,105,192	\$0	\$2,105,192	\$0	\$0	
Total - ROADS		\$0	\$16,976	\$0	\$2,105,192	\$0	\$2,105,192	\$0	\$0	
Total - INFRASTRUCTURE ASSETS ROADS		\$0	\$16,976	\$0	\$2,105,192	\$0	\$2,105,192	\$0	\$0	

Shire of Gnowangerup
BUDGET REVIEW REPORT

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
FOOTPATHS										
38304	PC01	Footpath Construction/Renewal	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Sub Total - CAPITAL WORKS			\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Total - TRANSPORT - FOOTPATHS			\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Total - FOOTPATH ASSETS			\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0
AIRPORT										
43004		Airstrip Capital Improvements	\$0	\$3,705	\$0	\$55,250	\$0	\$55,250	\$0	\$0
43024		Airport Runway Repairs	\$0	\$37,071			\$0	\$37,071	\$0	\$37,071
Sub Total - CAPITAL WORKS			\$0	\$40,776	\$0	\$55,250	\$0	\$92,321	\$0	\$37,071
Total - TRANSPORT - AERODROMES			\$0	\$40,776	\$0	\$55,250	\$0	\$92,321	\$0	\$37,071
Total - AERODROME ASSETS			\$0	\$40,776	\$0	\$55,250	\$0	\$92,321	\$0	\$37,071
DRAINAGE										
38404		Drainage Renewals	\$0	\$381	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Sub Total - CAPITAL WORKS			\$0	\$381	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Total - TRANSPORT - DRAINAGE			\$0	\$381	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Total - DRAINAGE ASSETS			\$0	\$381	\$0	\$5,000	\$0	\$5,000	\$0	\$0
PARKS & OVALS										
33254		Playground Gnp Sports Complex	\$0	\$23,481	\$0	\$58,810	\$0	\$58,810	\$0	\$0
Sub Total - CAPITAL WORKS			\$0	\$23,481	\$0	\$58,810	\$0	\$58,810	\$0	\$0
Total - PARKS & OVALS			\$0	\$23,481	\$0	\$58,810	\$0	\$58,810	\$0	\$0
Total - INFRASTRUCTURE ASSETS - PARKS & OVALS			\$0	\$23,481	\$0	\$58,810	\$0	\$58,810	\$0	\$0

**Shire of Gnowangerup
BUDGET REVIEW REPORT**

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

G/L	JOB	CURRENT YEAR PERIOD 7 31-Jan-21		ADOPTED BUDGET 2020-21		PROJECTION 30 JUNE 2021		PROJECTED VARIANCE		VARIANCE REASON
		Income	Expenditure	Income	Expenditure	Income	Expenditure	FAVOURABLE	UNFAVOURABLE	
		INFRASTRUCTURE OTHER								
		COMMUNITY AMENITIES								
30104	Gnp Cemetery Project	\$0	\$11,945	\$0	\$68,157	\$0	\$68,157	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$11,945	\$0	\$68,157	\$0	\$68,157	\$0	\$0	\$0
	Total - COMMUNITY AMENITIES	\$0	\$11,945	\$0	\$68,157	\$0	\$68,157	\$0	\$0	\$0
		INFRASTRUCTURE OTHER								
		RECREATION & CULTURE								
36104	Heritage Trail Extension	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$0	
	Total - RECREATION & CULTURE	\$0	\$0	\$0	\$20,000	\$0	\$20,000	\$0	\$0	
		INFRASTRUCTURE OTHER								
		TRANSPORT								
39054	Depot Fencing Renewal	\$0	\$0	\$0	\$12,500	\$0	\$12,500	\$0	\$0	
39034	Depot Adblue Storage Tank	\$0	\$0	\$0	\$16,130	\$0	\$16,130	\$0	\$0	
39064	Gnp Precinct Renewal Project	\$0	\$17,680	\$0	\$107,123	\$0	\$107,123	\$0	\$0	
39074	Stirlings/Borden Streetscape Project	\$0	\$188	\$0	\$61,564	\$0	\$61,564	\$0	\$0	
39084	Ongerup Streetscape and Signage Works	\$0	\$469	\$0	\$85,100	\$0	\$85,100	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$18,336	\$0	\$282,417	\$0	\$282,417	\$0	\$0	
	Total - TRANSPORT	\$0	\$18,336	\$0	\$282,417	\$0	\$282,417	\$0	\$0	
		INFRASTRUCTURE OTHER								
		ECONOMIC SERVICES								
51044	Formby Road Bore Tank Capital	\$0	\$1,060	\$0	\$0	\$0	\$1,060	\$0	\$1,060	Additional wages and overheads to complete project
51054	Highdenup Road Bore Tank Capital	\$0	\$939	\$0	\$0	\$0	\$939	\$0	\$939	Additional wages and overheads to complete project
51064	Airport Dam Upgrade	\$0	\$950	\$0	\$205,000	\$0	\$205,000	\$0	\$0	
51074	Toompup Dam Renewal	\$0	\$3,310	\$0	\$115,000	\$0	\$115,000	\$0	\$0	
51084	Magilup Dam Renewal	\$0	\$0	\$0	\$84,000	\$0	\$84,000	\$0	\$0	
51094	Gnowangerup Depot Water Harvesting project	\$0	\$0	\$0	\$34,500	\$0	\$34,500	\$0	\$0	
51104	Amelup Potable Water Supply & Firefighting Tank	\$0	\$0	\$0	\$25,322	\$0	\$25,322	\$0	\$0	
46024	Caravan Park Other Infrastructure	\$0	\$0	\$0	\$5,000	\$0	\$5,000	\$0	\$0	
	Sub Total - CAPITAL WORKS	\$0	\$6,259	\$0	\$468,822	\$0	\$470,821	\$0	\$1,999	
	Total - ECONOMIC SERVICES	\$0	\$6,259	\$0	\$468,822	\$0	\$470,821	\$0	\$1,999	
	Total - INFRASTRUCTURE ASSETS - OTHER	\$0	\$36,540	\$0	\$839,396	\$0	\$841,395	\$0	\$1,999	\$0
	GRAND TOTALS	(\$8,118,116)	\$3,423,059	(\$10,450,129)	\$10,450,129	(\$10,848,604)	\$10,788,703	(\$982,370)	\$922,469	

17. CONFIDENTIAL ITEMS

Cr S Hmeljak declared an Indirect Financial Interest in Item 17.1 as she is employed as a Pharmacy Assistant at Gnowangerup Pharmacy and left the meeting at 5:07pm.

PROCEDURAL MOTION

Moved: Cr K House

Seconded: Cr G Stewart

0221.16 That Council:

Closes the meeting to members of the public close to discuss item 17.1 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 17.1.

UNANIMOUSLY CARRIED: 7/0

17.1 EXTENSION OF THE AGREEMENT FOR THE PROVISION OF MEDICAL SERVICES FOR THE SHIRE OF GNOWANGERUP WITH DR. OLUWOLE OLUYEDE FOR TWELVE MONTHS PURSUANT TO LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996 REG.11(2)(JA)

File Ref: ADM0513
Date of Report: 17th February 2021
Business Unit: Strategy and Governance
Officer: Bob Jarvis - -Chief Executive Officer
Disclosure of Interest: Nil

PROCEDURAL MOTION

Moved: Cr R House

Seconded: Cr C Thomas

0221.18 That Council:

Reopens the meeting to members of the public.

UNANIMOUSLY CARRIED: 7/0

Cr S Hmeljak returned to the room at 5:17pm.

The Presiding Member Fiona Gaze announced the Resolution and result which was carried by Simple Majority by 7/0.

That the Audit Committee:

Accepts the Compliance Audit Return for the period 1st January 2020 to 31st December 2020 and recommends it to Council for adoption.

COMMENTS

Nil

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

AUDIT COMMITTEE RECOMMENDATION

Moved: Cr G Stewart

Seconded: Cr C Thomas

0220.20 That Council:

- 1. Accepts the minutes of the Audit Committee Meeting and**
- 2. Adopts the Compliance Audit Return for the period 1st January 2020 to 31st December 2020 and authorise the CEO to submit the Compliance Audit Return to the Department of Local Government, Sport and Cultural Industries.**

UNANIMOUSLY CARRIED: 8/0

Heart of the Stirling



SHIRE OF GNOWANGERUP

MINUTES

Audit Committee Meeting

**17th February 2021
Commencing at 3:00pm**

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

COUNCIL'S VISION

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

AUDIT COMMITTEE TERMS OF REFERENCE

Objectives of the Audit Committee

The primary objective of the audit committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

Reports from the committee will assist Council in discharging its legislative responsibilities of controlling the local government's affairs, determining the local government's policies and overseeing the allocation of the local government's finances and resources. The committee will ensure openness in the local government's financial reporting and will liaise with the CEO to ensure the effective and efficient management of the local government's financial accounting systems and compliance with legislation.

The committee is to facilitate:

- the enhancement of the credibility and objectivity of external financial reporting;
- compliance with laws and regulations as well as use of best practice guidelines relative to audit, risk management, internal control and legislative compliance;
- the provision of an effective means of communication between the external auditor, the CEO and the Council.

Powers of the Audit Committee

The Audit committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

The committee is a formally appointed committee of council and is responsible to that body. The committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The committee does not have any management functions and cannot involve itself in management processes or procedures.

Membership

The committee will consist of all elected members of Council. All members shall have full voting rights.

The CEO and employees are not members of the committee.

The Deputy CEO will attend meetings, not as a member but to assist the Committee with any queries or requests for information.

The Executive Assistant or another nominated staff member will attend meetings to take the minutes.

The Presiding Member and Deputy Presiding Member must be elected in accordance with section 5.12 and Schedule 2.3 of the Act.

Meetings

The committee shall meet at least quarterly.

Additional meetings shall be convened at the discretion of the Presiding Member.

Reporting

Reports and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council and must be moved by the Presiding Member, or in his/her absence the Deputy Presiding Member, or in both their absences, any other member of the committee.

Functions of the Audit Committee

The functions of the committee, pursuant to Reg. 16 of the *Local Government (Audit) Regulations 1996* will be to:

- a) guide and assist the local government in carrying out its functions:
 - i. under Part 6 (Financial Management) of the Act; and
 - ii. relating to other audits and other matters related to financial management;
- b) guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 (Audit) of the Act;
- c) review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to:
 - i. report to the council the results of that review; and
 - ii. give a copy of the CEO's report to the council;
- d) monitor and advise the CEO when the CEO is carrying out functions in relation to a review under
 - i. regulation 17(1); and
 - ii. the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- e) support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- f) oversee the implementation of any action that the local government:
 - i. is required to take by section 7.12A(3) of the Act; and
 - ii. has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a) of the Act; and
 - iii. has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - iv. has accepted should be taken following receipt of a report of a review conducted under the *Local Government (Financial Management) Regulations 1996* regulation 5(2)(c);
- g) perform any other function conferred on the audit committee by these regulations or another written law.


Shire of Gnowangerup

NOTICE OF A COMMITTEE MEETING OF COUNCIL

Dear Committee Member

A meeting of the Audit Committee of the Shire of Gnowangerup will be held on Wednesday 17th February 2021, in the Council Chambers, 28 Yougenup Road, Gnowangerup, commencing at 3:00pm.

Signed:



Ian Graham

DEPUTY 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.

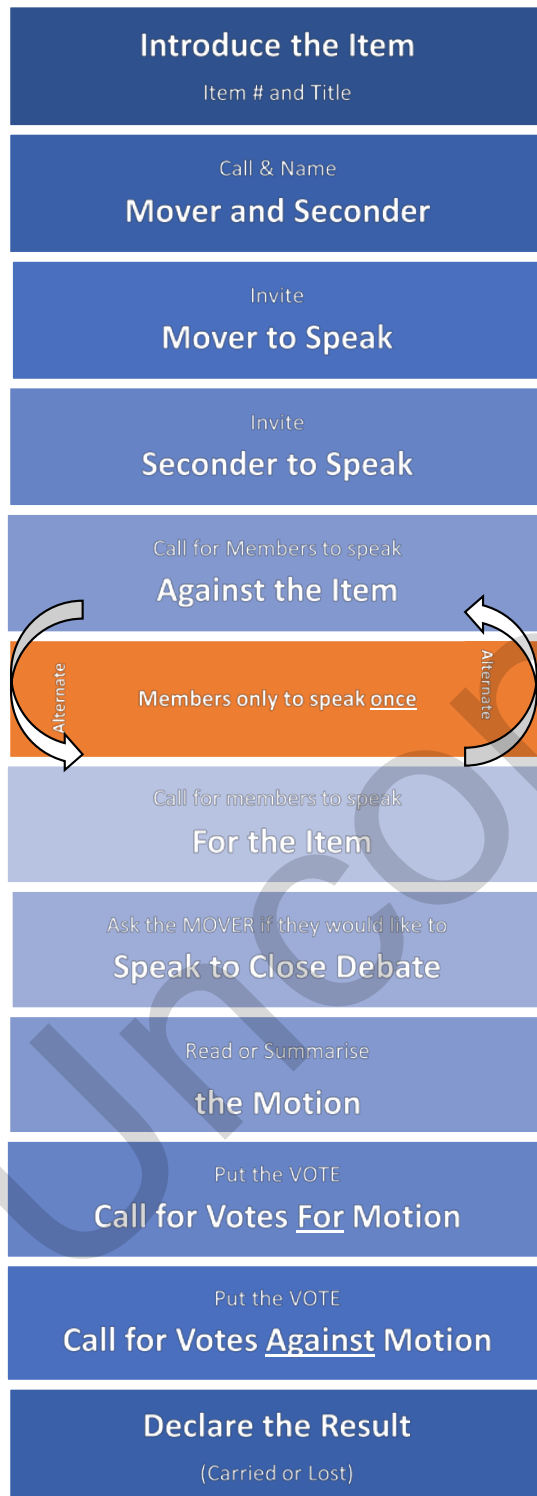
These minutes are not a verbatim record but include the contents pursuant to Regulation 11 of Local Government (Administration) Regulations 1996.

Signed: _____

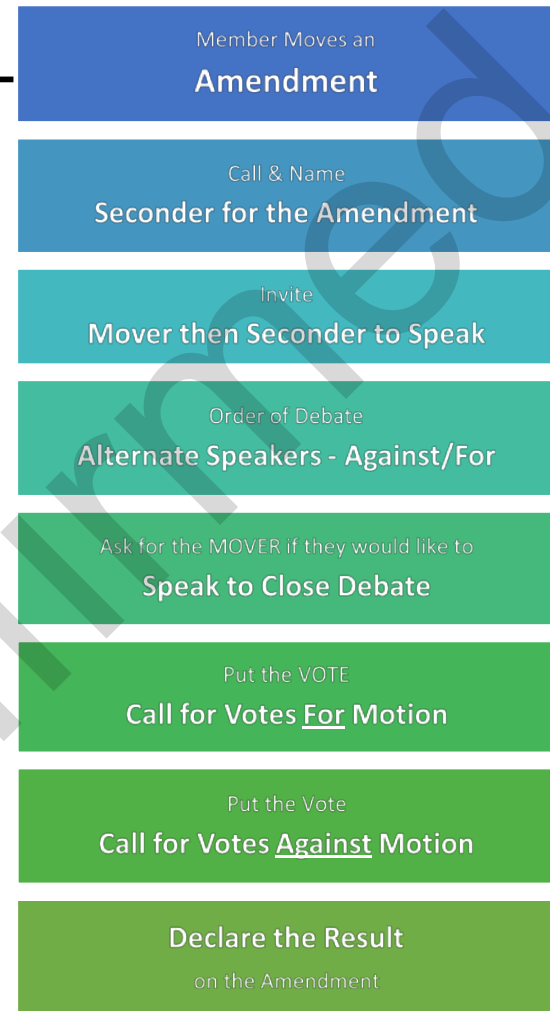
Ian Graham
DEPUTY CHIEF EXECUTIVE OFFICER

Process of Motions

ORIGINAL MOTION



AMENDMENT



ORIGINAL (SUBSTANTIVE) MOTION AMENDED?

NO

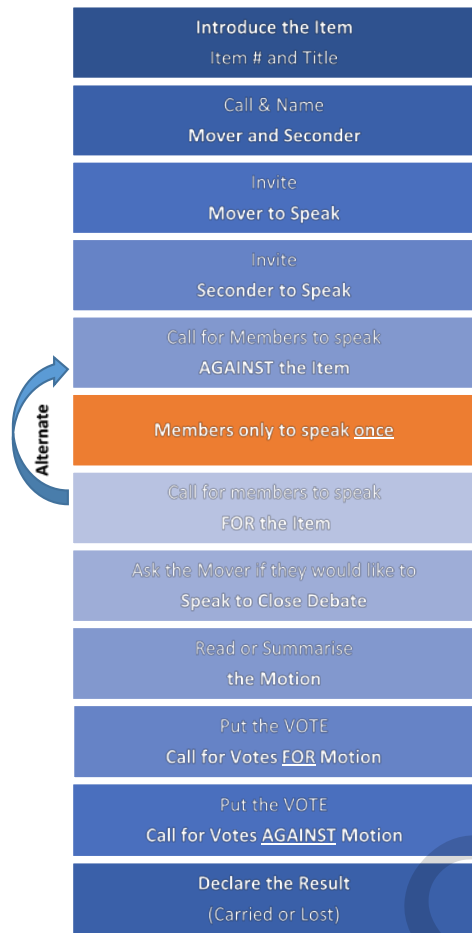
YES

Back to ORIGINAL MOTION
Pick up at same point in the ORDER OF DEBATE

Motion Amended and is now the SUBSTANTIVE MOTION

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.

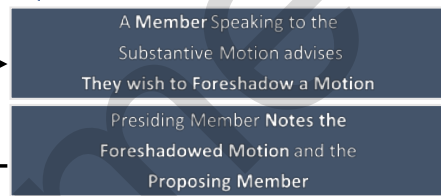
Substantive Motion



During Debate of
Substantive
Motion

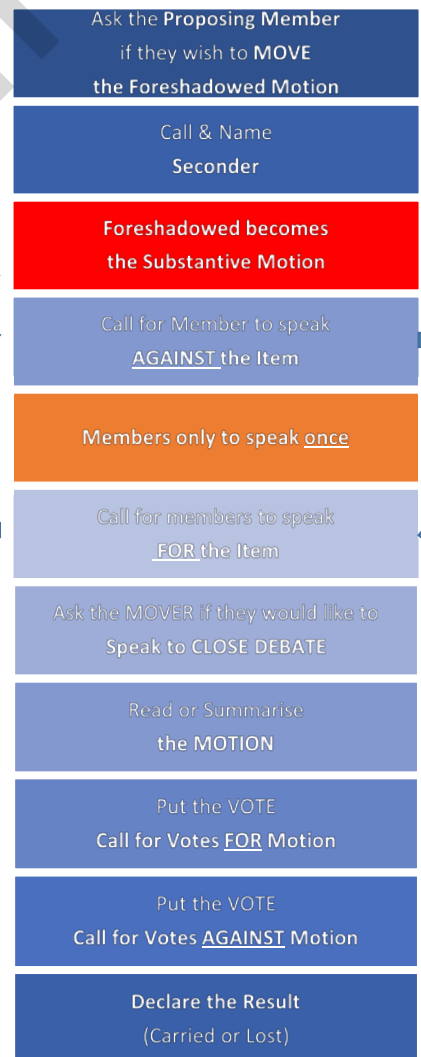
Debate of the
Substantive
Motion continues

E.g. If the substantive motion is lost then I wish to foreshadow an alternative motion



Foreshadowed Motion

Substantive Motion LOST



Foreshadowed Motion
Lapses

Note:

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

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OPENING PROCEDURES

1. OPENING AND ANNOUNCEMENT OF VISITORS

Presiding Member, Cr. Greg Stewart welcomed committee members and staff and opened the meeting at 15:13pm.

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

Greg Stewart	Deputy Shire President/Presiding Member
Fiona Gaze	Shire President
Keith House	
Michael Creagh	
Kate O'Keeffe	
Richard House	
Chris Thomas	
Ian Graham	Deputy Chief Executive Officer
Anrie van Zyl	Corporate Risk Officer

3.2 APOLOGIES

Shelley Hmeljak	
Frank Hmeljak	
Anita Finn	Executive Assistant

4. CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 AUDIT COMMITTEE MEETING MINUTES 9th DECEMBER 2020

OFFICER RECOMMENDATION:

Moved: Cr R House

Seconded: Cr F Gaze

AC0221.01 That the minutes of the Audit Committee Meeting held on 9th December 2020 be confirmed as a true record of proceedings.

UNANIMOUSLY CARRIED: 7/0

5. OFFICER ITEMS

5.1 2020 CALENDAR YEAR COMPLIANCE AUDIT RETURN

Location:	N/A
Proponent:	N/A
File Ref:	ADM0018
Date of Report:	20 th January 2021
Business Unit:	Strategy and Governance
Officer:	Ian Graham - Deputy Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Copy of 2020 Calendar Year Compliance Audit Return

PURPOSE OF THE REPORT

Council's Audit Committee is required to review the 2020 Compliance Audit Return and report the results to Council.

BACKGROUND

The Local Government (Audit) Regulations 1996 require that each local government is to carry out a compliance audit for the period 1st January to 31st December each year.

The Compliance Audit Return is a useful tool in prompting and assisting both Councillors and staff to comply with the legislative requirements of local government. It also provides a snapshot to Council of how the organisation is functioning.

It is a requirement that the completed return is presented to the Audit Committee for review. It is then referred to Council for adoption.

COMMENTS

The 2020 Compliance Audit Return was completed by senior staff during January 2020. There are no issues to be brought to the Audit Committee's attention.

CONSULTATION WITH THE COMMUNITY AND GOVERNMENT AGENCIES

Nil

LEGAL AND STATUTORY REQUIREMENTS

Local Government (Audit) Regulations 1996
Regulation 14. Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be –

(a) presented to the council at a meeting of the council; and

(b) adopted by the council; and

(c) recorded in the minutes of the meeting at which it is adopted.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Gnowangerup Strategic Community Plan 2017-27

Goal 5: Proactive Leadership, Good Governance and Efficient Service delivery

Outcome 5.1: Strategic governance and leadership

Strategy 5.1.5: Ensure compliance with Local Laws and statutory requirements

STRATEGIC RISK MANAGEMENT CONSIDERATIONS

Nil

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

No issues were identified in the compliance audit, and it is considered appropriate for the Audit Committee to accept the 2020 Compliance Audit Return and recommend it to Council for adoption.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION:

Moved: Cr F Gaze

Seconded: Cr K House

AC0221.02 That the Audit Committee:

Accepts the Compliance Audit Return for the period 1st January 2020 to 31st December 2020 and recommends it to Council for adoption.

UNANIMOUSLY CARRIED: 7/0



Gnowangerup - Compliance Audit Return 2020

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A		Ian Graham
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	N/A		Ian Graham
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A		Ian Graham
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	N/A		Ian Graham
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Ian Graham



Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	Yes		Ian Graham
2	s5.16	Were all delegations to committees in writing?	Yes		Ian Graham
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	Yes		Ian Graham
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Yes		Ian Graham
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	Yes		Ian Graham
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Ian Graham
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		Ian Graham
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Ian Graham
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Ian Graham
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	N/A		Ian Graham
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Ian Graham
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes		Ian Graham
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Ian Graham

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Ian Graham



No	Reference	Question	Response	Comments	Respondent
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes		Ian Graham
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Ian Graham
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		Ian Graham
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes		Ian Graham
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Ian Graham
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		Ian Graham
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		Ian Graham
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes		Ian Graham
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		Ian Graham
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Ian Graham
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		Ian Graham
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes		Ian Graham



No	Reference	Question	Response	Comments	Respondent
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes		Ian Graham
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		Ian Graham
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes		Ian Graham
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		Ian Graham
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		Ian Graham
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A		Ian Graham
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes		Ian Graham
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes		Ian Graham

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	N/A		Bob Jarvis
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Bob Jarvis



Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	N/A		Ian Graham
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A		Ian Graham
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	N/A		Ian Graham

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Ian Graham
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	Yes		Ian Graham
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	Yes		Ian Graham
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	Yes		Ian Graham
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes		Ian Graham
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A		Ian Graham



No	Reference	Question	Response	Comments	Respondent
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	N/A		Ian Graham
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A		Ian Graham
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A		Ian Graham
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes		Ian Graham
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes		Ian Graham

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Adopted 27th September 2017	Ian Graham
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Reviewed at ordinary Council meeting held on 23rd October 2018	Ian Graham
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Ian Graham



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Ian Graham
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A		Ian Graham
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Ian Graham
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Ian Graham
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes		Bob Jarvis
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Ian Graham

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes		Ian Graham
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		Ian Graham
3	s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?	Yes		Ian Graham
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Ian Graham

Optional Questions



No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes	26th June 2019, resolution 0619.59	Ian Graham
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	Yes	24th October 2018, resolution 1018.11	Ian Graham
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	Yes		Ian Graham
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	Yes		Ian Graham
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes		Ian Graham
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Ian Graham
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Ian Graham
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes		Ian Graham
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes		Ian Graham
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes		Ian Graham



Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Ian Graham
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Ian Graham
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes		Ian Graham
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		Ian Graham
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A		Ian Graham
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	N/A		Ian Graham
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Ian Graham
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes		Ian Graham
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A		Ian Graham



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Ian Graham
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Ian Graham
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	N/A		Ian Graham
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A		Ian Graham
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	N/A		Ian Graham
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	N/A		Ian Graham
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	N/A		Ian Graham
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A		Ian Graham
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A		Ian Graham
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A		Ian Graham
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A		Ian Graham



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A		Ian Graham
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A		Ian Graham
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A		Ian Graham
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	Yes		Ian Graham

I certify this Compliance Audit Return has been adopted by council at its meeting on _____

Signed Mayor/President, Gnowangerup

Signed CEO, Gnowangerup

5.2 STRATEGIC RISK PROFILES STATUS REPORT

Location:	N/A
Proponent:	N/A
File Ref:	ADM0020
Date of Report:	20 th January 2021
Business Unit:	Strategy and Governance
Officer:	Ian Graham - Deputy Chief Executive Officer
Disclosure of Interest:	Nil

ATTACHMENTS

- Strategic Risk Profiles Dashboard

PURPOSE OF THE REPORT

To provide Council's Audit Committee with an update on the organisation's strategic risk management status.

BACKGROUND

Officers presented a new Risk Management Policy and Procedure to Council at its ordinary meeting of 27 September 2018. The policy was adopted at this meeting. The procedure document states:

"...the Risk Management dashboard for Strategic Risk Profiles should be presented to the Audit Committee on at least a 6-monthly basis."

Officers have provided the dashboard report to comply with this statement.

COMMENTS

Executive staff identified a number of strategic risks and a profile was created for each. The Dashboard report provides the following information for each risk profile:

- A brief description of the risk.
- A list of current actions to mitigate the risk.
- A rating as to what degree the risk can be influenced.
- A risk rating.
- A rating of how successful existing controls are.

CONSULTATION

Nil

LEGAL AND STATUTORY REQUIREMENTS

Nil

POLICY IMPLICATIONS

Risk Management Policy

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

STRATEGIC RISK MANAGEMENT CONSIDERATIONS:

See Comments section above.

IMPACT ON CAPACITY

Nil

ALTERNATE OPTIONS AND THEIR IMPLICATIONS

Nil

CONCLUSION

The Strategic Risk Profile Dashboard update report is provided for noting by the Audit Committee.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

Moved: Cr C Thomas

Seconded: Cr R House

AC0221.03 That the Audit Committee:

Notes the Strategic Risk Profiles Dashboard, updated as at December 2020

UNANIMOUSLY CARRIED: 7/0

**Shire of Gnowangerup
Risk Dashboard Report
December 2020**

Strategic Risks

<u>Population Decline</u>	Influence	Risk	Control
	Low	Extreme	Adequate
Inability to control or stem a decline in the Shire's population.			
Actions	Due Date	Responsibility	
Resource sharing through membership of VROC	Jul-20	CEO	
Investigate / lobby for improved internet service	Mar-21	CEO	
Review land zoning to meet demand	Ongoing	CEO / Council	
Review of all Council Land, Buildings and Reserves	Dec-20	CEO	
Encourage new businesses and existing businesses to expand	Ongoing	Manex / Council	
Finalise the build of two staff homes	Completed	DCEO	

<u>Adverse Regulatory Change</u>	Influence	Risk	Control
	None	High	Effective
Potential changes to the regulatory landscape that will have an adverse effect on the Shire's ability maintain adequate compliance. The main area of concern (at present) is the potential legislative obligations on local governments from changes to the Local Government Act and other relevant legislation.			
Actions	Due Date	Responsibility	
Continue lobbying activities	Ongoing	CEO / Council	
Training for senior and Executive staff	Ongoing	CEO / DCEO	
Mandatory training for Elected Members	Completed	CEO / Council	

<u>Leadership</u>	Influence	Risk	Control
	High	Moderate	Effective
Risk of ineffective strategic leadership of Council. This includes the relationship between Council and the CEO.			
Actions	Due Date	Responsibility	
Recruitment of new qualified and experienced CEO and DCEO	Completed	CEO / Council	
Mandatory training for Councillors	Completed	CEO / Council	
Ongoing training and development for Executive staff	Ongoing	CEO / DCEO	

<u>Financial Sustainability</u>	Influence	Risk	Control
	Medium	Moderate	Adequate
Inability to maintain service and infrastructure levels for the Shire.			
Actions	Due Date	Responsibility	
Complete Asset Management Plans - staged approach	Dec-21	AWMC	
Facilitate a budget workshop for Councillors	Completed	CEO	
Consider options for resource sharing with neighbouring Shires	Ongoing	CEO	
Training for staff	Ongoing	CEO / DCEO	

<u>Community disruption</u>	Influence	Risk	Control
	Low	High	Adequate
Failure to adequately prepare and respond to events that cause disruption to the local community.			
Actions	Due Date	Responsibility	
Review currency of Bushfire Risk Management Plan	In progress	DCEO	
Investigate options for Incident Management Training for Senior Shire Staff (CEO / DCEO)	In progress	CEO	
Effective road asset monitoring in place to ensure WANDRAA funding (if required following an event)	Ongoing	CEO	
Investigate employment of CESM	Completed	CEO	

7. CLOSURE

There being no further business, Presiding Member Cr. Greg Stewart thanked committee members and staff and closed the meeting at 15:22pm.

Unconfirmed

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 March 2021.

21. CLOSURE

The Shire President thanked Council and staff for their time and declared the meeting closed at 5:25 pm.