

Shire of Goomalling



COUNCIL MEETING AGENDA

February 2021

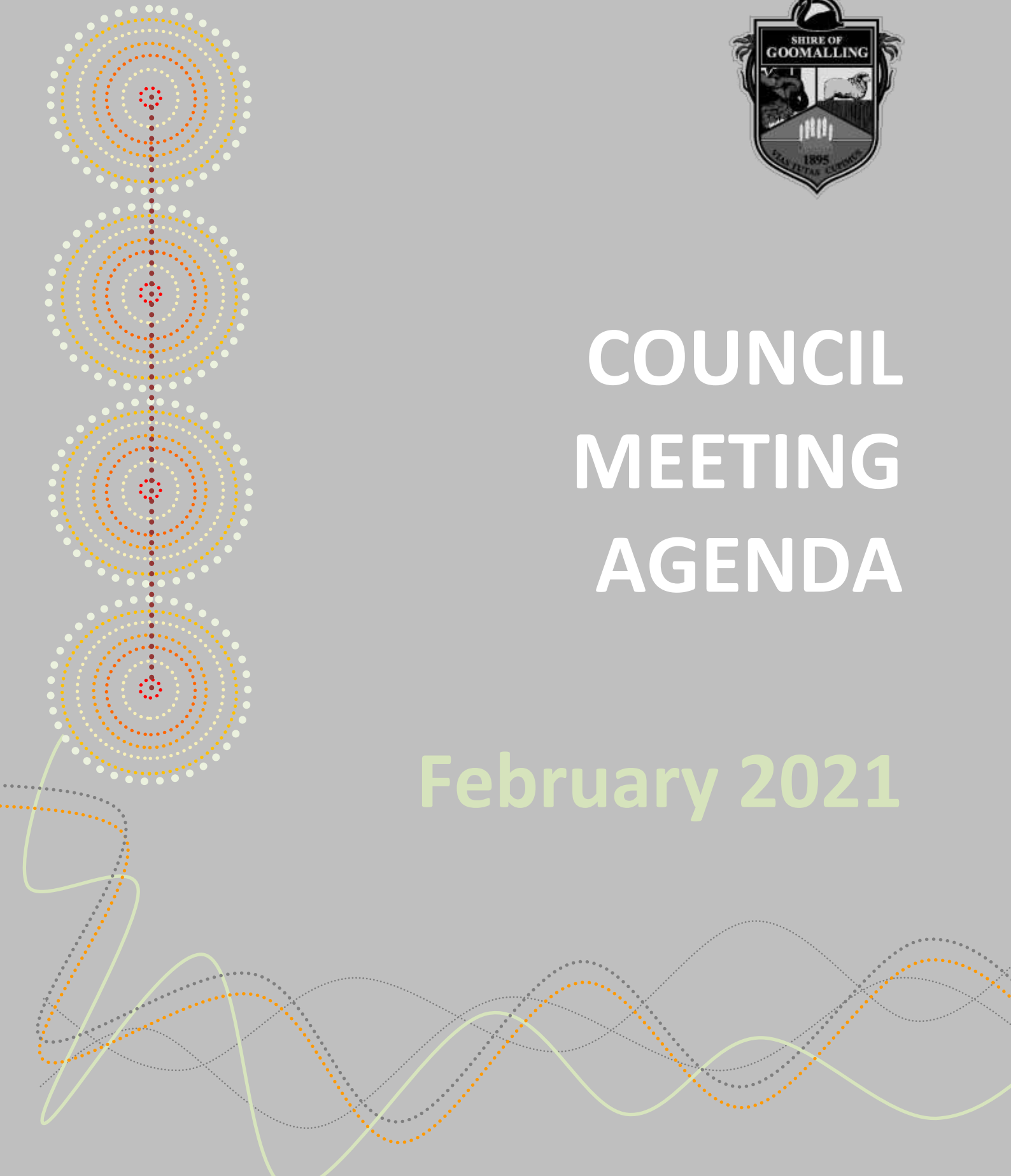




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NYOONGAR ACKNOWLEDGEMENT

We acknowledge this land that we meet on today is part of the traditional lands of the Nyoongar people and that we respect their spiritual relationship with their country. We also acknowledge the Nyoongar Ballardong people as the custodians of the greater Goomalling/Koomal area and that their cultural and heritage beliefs are still important to the living Nyoongar Ballardong people today.

NOTICE OF MEETING

Meeting No. 1 of 2021 of the Shire of Goomalling Council to be held in the Council Chambers, Administration Office, 32 Quinlan Street, Goomalling on Wednesday, 3 February 2021 beginning at 3.00pm.

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

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

2.1. Attendance

Council	President & Chairperson	Cr Barry Haywood
	Councillor	Cr Christine Barratt
	Councillor	Cr Casey Butt
	Councillor	Cr Julie Chester
	Councillor	Cr Rodney Sheen
	Councillor	Cr Roland Van Gelderen
	Councillor	Cr Brendon Wilkes
Administration	Chief Executive Officer	Mr Peter Bentley
	Finance Manager	Miss Natalie Bird
	Works Manager	Mr David Long

2.2. Apologies

2.3. Approved Leave of Absence

3. DECLARATION OF:

- FINANCIAL INTEREST
- MEMBERS IMPARTIALITY INTEREST
- PROXIMITY INTEREST

4. PUBLIC QUESTION TIME

5. APPLICATION FROM MEMBERS FOR LEAVE OF ABSENCE

6. CONFIRMATION AND RECEIVING OF MINUTES & BUSINESS ARISING

6.1 Ordinary Meeting of Council held Wednesday 18 November 2020

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS



9. OFFICERS' REPORTS

9.1 SCHEDULE OF ACCOUNTS PAID 1 NOVEMBER TO 31 DECEMBER 2020

DATE:	7 January 2021
SUBJECT:	Schedule of Accounts Paid
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Christine Schorer – Accounts Payable
REPORTING OFFICER:	Natalie Bird – Finance Manager
FILE NO:	N/A
ASSESSMENT NO:	N/A

FUND VOUCHERS AMOUNT

EFT 2730-2814	\$449,563.25
Direct Debits 8439-8443	\$49,661.65
Cheques 7326-7339, 15180-15184	\$72,074.26
Payroll 6407, 6414	\$109,759.00
Super DD12961, DD12991	\$17,836.40
TOTAL	\$698,894.56

ATTACHMENTS

- Schedule of Accounts Paid December 2020
- Corporate Credit Card Statements November 2020

VOTING REQUIREMENT

Simple Majority

OFFICER COMMENTS

RECOMMENDATION

That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:

EFT 2730-2814	\$449,563.25
Direct Debits 8439-8443	\$49,661.65
Cheques 7326-7339, 15180-15184	\$72,074.26
Payroll 6407, 6414	\$109,759.00
Super DD12961, DD12991	\$17,836.40
TOTAL	\$698,894.56



9.2 FINANCIAL REPORT FOR DECEMBER 2020

DATE:	15 January 2021
SUBJECT:	Monthly Financial Report
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Natalie Bird – Finance Manager
REPORTING OFFICER:	Natalie Bird – Finance Manager
FILE NO:	N/A
ASSESSMENT NO:	N/A

PURPOSE

In accordance with the Local Government (Financial Management) Regulations 1996, to follow is the presentation of the Monthly Financial Reports to Council.

BACKGROUND

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

POLICY IMPLICATIONS

No specific policy regarding this matter.

FINANCIAL IMPLICATIONS

Ongoing management of Council funds

STRATEGIC IMPLICATIONS

4.1.4 Provide reporting processes in transparent, accountable and timely manner.

ATTACHMENTS

Monthly Financial Report to 30 December 2020

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Monthly Financial Report to 31 December 2020 be received by Council.

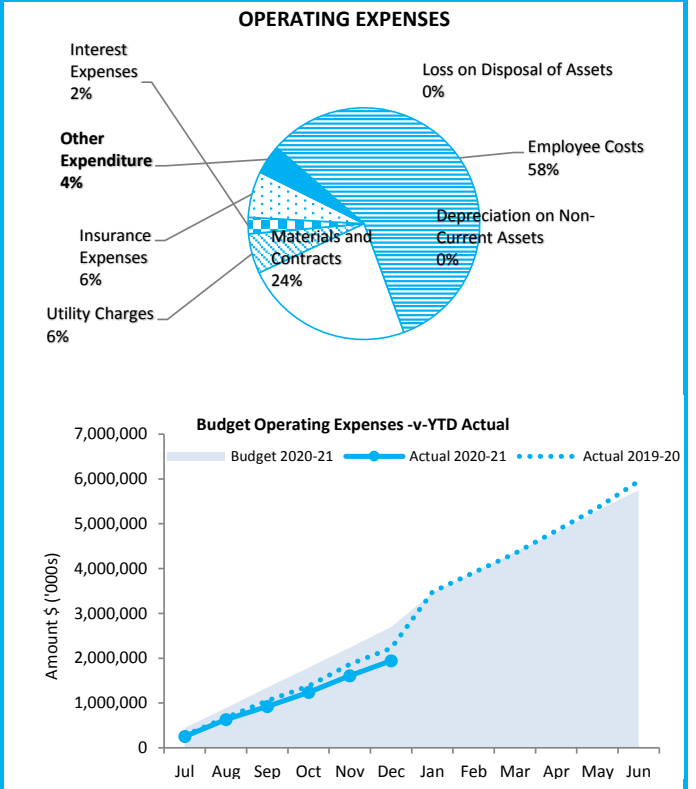
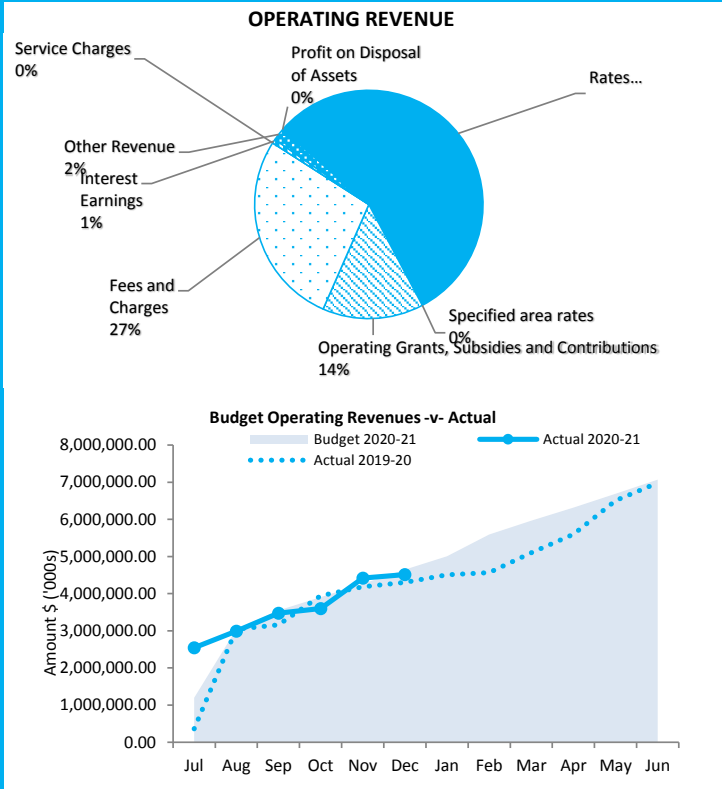
SHIRE OF GOOMALLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 December 20

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

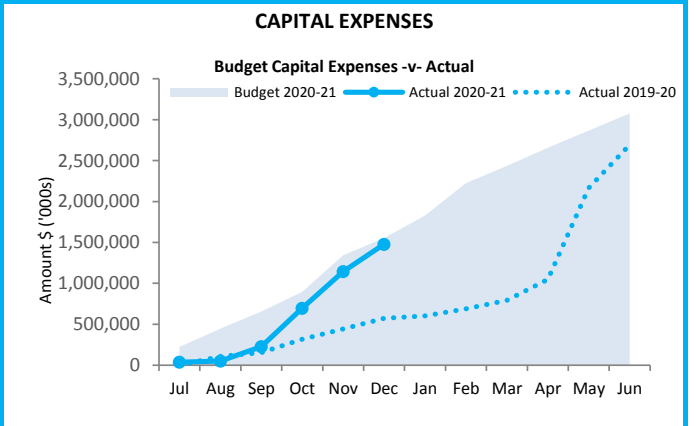
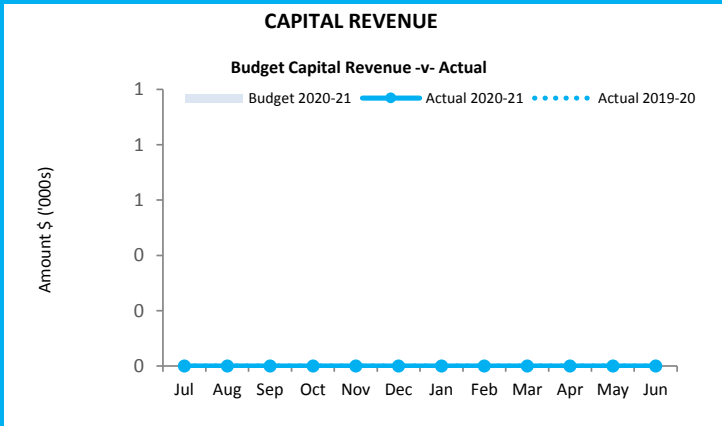
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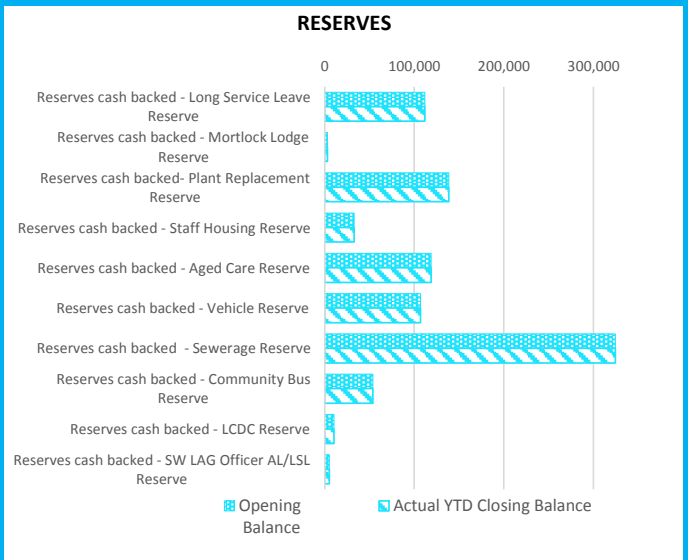
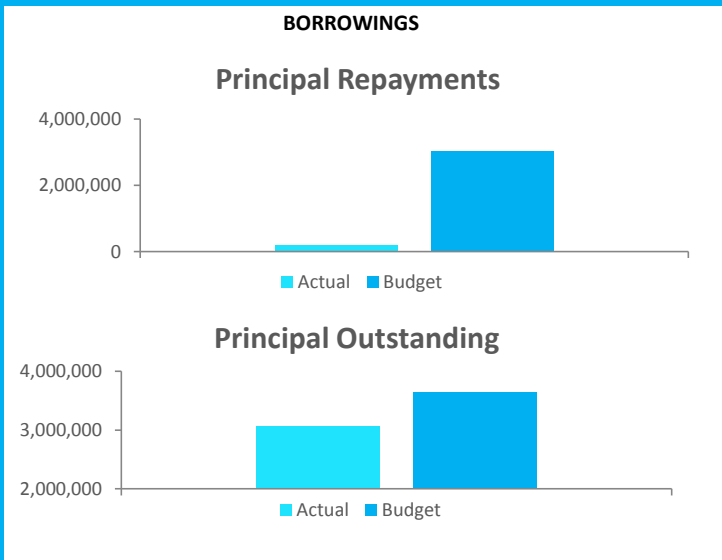
OPERATING ACTIVITIES



INVESTING ACTIVITIES



FINANCING ACTIVITIES



Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	(\$0.16 M)	(\$0.16 M)	(\$0.29 M)	(\$0.13 M)
Closing	\$0.00 M	\$0.83 M	\$0.55 M	(\$0.28 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.63 M	37.7%
Restricted Cash	\$1.04 M	62.3%

Refer to Note 2 - Cash and Financial Assets

Payables	
	% Outstanding
Trade Payables	\$0.00 M
Over 30 Days	0.0%
Over 90 Days	0%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.38 M	84.4%
Trade Receivable	\$0.09 M	
Over 30 Days		121.4%
Over 90 Days		85.8%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.39 M	\$1.61 M	\$1.61 M	\$0.00 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$2.19 M	
YTD Budget	\$1.97 M	11.3%

Refer to Note 6 - Rate Revenue

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.50 M	
YTD Budget	\$0.45 M	12.1%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.97 M	
YTD Budget	\$0.78 M	24.2%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.60 M)	(\$0.43 M)	(\$0.59 M)	(\$0.16 M)

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.00 M	

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$1.48 M	
Adopted Budget	\$3.08 M	(51.9%)

Refer to Note 7 - Capital Acquisition

Capital Grants		
	\$	% Received
YTD Actual	\$0.96 M	
Adopted Budget	\$2.44 M	(60.8%)

Refer to Note 7 - Capital Acquisition

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.37 M	(\$0.19 M)	(\$0.19 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.19 M
Interest expense	\$0.09 M
Principal due	\$3.06 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$0.91 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 9 - Lease Liabilities

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2020

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide a decision making process for the efficient allocation of resources

To include the activities of members of Council and the administration support available to the Council for the provision of governance of the district. Other costs relate to assisting elected members and ratepayers on matters which do not concern specific Council services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various local laws relating to fire prevention, animal control, community crime prevention and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food premises and food control. Provision of Medical Surgery and Doctor. Also noise control and waste disposal compliance

EDUCATION AND WELFARE

To provide services to disadvantaged persons including the elderly, children and youth.

Maintenance of child minding centre, playgroup centre, senior citizens centre. Provision and maintenance of youth services.

HOUSING

To provide and maintain housing for staff, aged and community housing projects operated by Joint Venture with the Department of Housing.

Staff housing, provision of general rental accommodation to the public when not required by staff.

COMMUNITY AMENITIES

To provide necessary services as required by the community.

Rubbish collection and recycling, operation of disposal sites, administration, maintenance & operation of the Shire Townsite Sewerage Scheme. Administration of the Shire of Goomalling Town Planning Scheme. Administration, maintenance & operation of the Goomalling public cemeteries, public toilets & the Goomalling Community Bus.

RECREATION AND CULTURE

To establish & effectively manage infrastructure and resources which will help the social wellbeing of the community.

Maintenance and operation of public halls, swimming pool, sporting pavilions, parks and gardens, recreation centre, sports playing surface areas and reserves including football oval, hockey oval, tennis courts, bowling greens. Contribution to the operation of the Goomalling Public Library, museums and cultural facilities.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of streets, roads, footpaths, drainage & signs. Maintenance and operation of street lights, works depot and aerodrome. Cleaning of streets and provision and maintenance of street trees. Purchase, maintenance and operation of plant.

ECONOMIC SERVICES

To help promote the Shire and its economic wellbeing.

Tourism and area promotion including the maintenance and operation of the Shire of Goomalling Caravan Park facilities and Motel Units. Provision of rural services including building control, standpipes, noxious weeds and vermin control. Maintenance costs associated with the Goomalling Community Resource Centre.

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads operating accounts.

Private works, plant repairs and operations. Housing and Engineering operations costs.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

STATUTORY REPORTING PROGRAMS

	Ref	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	Note						
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	(160,439)	(160,439)	(286,328)	(125,889)	78.47%	
Revenue from operating activities							
Governance		19,500	9,744	15,029	5,285	54.24%	
General purpose funding		2,416,807	2,209,864	2,205,520	(4,344)	(0.20%)	
Law, order and public safety		115,950	57,954	79,283	21,329	36.80%	▲
Health		662,000	318,498	325,558	7,060	2.22%	
Education and welfare		600	300	100	(200)	(66.67%)	
Housing		276,500	138,240	126,494	(11,746)	(8.50%)	
Community amenities		495,294	481,038	464,332	(16,706)	(3.47%)	
Recreation and culture		56,400	37,408	38,787	1,379	3.69%	
Transport		112,500	56,244	103,470	47,226	83.97%	▲
Economic services		408,563	204,222	156,435	(47,787)	(23.40%)	▼
Other property and services		62,920	31,446	41,774	10,328	32.84%	▲
		4,627,034	3,544,958	3,556,782	11,824		
Expenditure from operating activities							
Governance		(214,387)	(107,070)	(77,352)	29,718	27.76%	▲
General purpose funding		(98,582)	(49,272)	(47,920)	1,352	2.74%	
Law, order and public safety		(301,532)	(150,698)	(116,248)	34,450	22.86%	▲
Health		(706,306)	(353,106)	(339,309)	13,797	3.91%	
Education and welfare		(17,516)	(8,748)	(8,187)	561	6.41%	
Housing		(386,746)	(192,546)	(133,042)	59,504	30.90%	▲
Community amenities		(680,171)	(339,906)	(293,999)	45,907	13.51%	▲
Recreation and culture		(905,589)	(452,436)	(371,220)	81,216	17.95%	▲
Transport		(1,403,610)	(701,628)	(280,617)	421,011	60.00%	▲
Economic services		(982,905)	(328,962)	(270,177)	58,785	17.87%	▲
Other property and services		(55,178)	(9,738)	(5,201)	4,537	46.59%	
		(5,752,522)	(2,694,110)	(1,943,272)	750,838		
Non-cash amounts excluded from operating activities	1(a)	1,517,099	757,728	0	(757,728)	(100.00%)	▼
Movement in liabilities associated with restricted cash		0	0	0	0	0.00%	
Amount attributable to operating activities		391,611	1,608,576	1,613,510	4,934		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	13	2,441,769	1,103,616	956,335	(147,281)	(13.35%)	▼
Less Unspent Non-Operating Grants represented as Contract Liabilities	13	0	0	(86,048)			
Net Revenue from Non-Operating Grants	13	2,441,769	1,103,616	870,287			
Proceeds from financial assets at amortised cost - self supporting loans	8	36,791	18,027	18,027	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,075,836)	(1,552,544)	(1,478,332)	74,212	4.78%	
Amount attributable to investing activities		(597,276)	(430,901)	(590,018)	(159,117)		
Financing Activities							
Proceeds from new debentures	8	3,450,000	0	0	0	0.00%	
Payments for principal portion of lease liabilities	9	(2,088)	(2,088)	(2,088)	0	0.00%	
Repayment of debentures	8	(3,048,956)	(187,342)	(187,342)	0	0.00%	
Transfer to reserves	10	(32,851)	0	0	0	0.00%	
Amount attributable to financing activities		366,104	(189,430)	(189,430)	0		
Closing funding surplus / (deficit)	1(c)	0	827,806	547,736	(280,070)		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2020

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance

agreements, communication expenses, advertising expenses,

membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	(160,439)	(160,439)	(286,328)	(125,889)	78.47%	
Revenue from operating activities							
Rates	6	1,967,805	1,967,805	1,966,825	(980)	(0.05%)	
Other rates	6	223,937	223,937	35,143	(188,794)	(84.31%)	▼
Operating grants, subsidies and contributions	12	890,722	511,082	504,315	(6,767)	(1.32%)	
Fees and charges		1,419,770	779,786	968,409	188,623	24.19%	▲
Interest earnings		29,700	14,840	20,121	5,281	35.59%	
Other revenue		95,100	47,508	61,971	14,463	30.44%	▲
		4,627,034	3,544,958	3,556,784	11,826		
Expenditure from operating activities							
Employee costs		(2,188,284)	(1,076,082)	(1,127,295)	(51,213)	(4.76%)	
Materials and contracts		(1,119,447)	(558,600)	(459,028)	99,572	17.83%	▲
Utility charges		(253,805)	(126,600)	(108,405)	18,195	14.37%	▲
Depreciation on non-current assets		(1,515,599)	(757,728)	0	757,728	100.00%	▲
Interest expenses		(395,405)	(35,544)	(44,197)	(8,653)	(24.34%)	
Insurance expenses		(163,480)	(81,546)	(125,439)	(43,893)	(53.83%)	▼
Other expenditure		(116,504)	(58,010)	(78,908)	(20,898)	(36.02%)	▼
		(5,752,524)	(2,694,110)	(1,943,272)	750,838		
Non-cash amounts excluded from operating activities	1(a)	1,517,099	757,728	0	(757,728)	(100.00%)	▼
Movement in liabilities associated with restricted cash			0	0	0	0.00%	
Amount attributable to operating activities		391,609	1,608,576	1,613,512	4,936		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	2,441,769	1,103,616	956,335	(147,281)	(13.35%)	▼
Less Unspent Non-Operating Grants represented as Contract Liabilities	13	0	0	(86,048)			
Net Revenue from Non-Operating Grants	13	2,441,769	1,103,616	870,287			
Proceeds from financial assets at amortised cost - self supporting loans	8	36,791	18,027	18,027	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(3,075,836)	(1,552,544)	(1,478,332)	74,212	4.78%	
Amount attributable to investing activities		(597,276)	0	(430,901)	(159,117)		
Financing Activities							
Proceeds from new debentures	8	3,450,000	0	0	0	0.00%	
Payments for principal portion of lease liabilities		(2,088)	(2,088)	(2,088)	0	0.00%	
Repayment of debentures	8	(3,048,956)	(187,342)	(187,342)	0	0.00%	
Transfer to reserves	10	(32,851)	0	0	0	0.00%	
Amount attributable to financing activities		366,105	(189,430)	(189,430)	0		
Closing funding surplus / (deficit)	1(c)	0	827,806	547,736	(280,070)		

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Movement in liabilities associated with restricted cash		1,500	0	0
Add: Depreciation on assets		1,515,599	757,728	0
Total non-cash items excluded from operating activities		1,517,099	757,728	0

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 December 2019	Year to Date 31 December 2020
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(906,175)	(929,953)	(906,175)
Less: - Financial assets at amortised cost - self supporting loans	4	(36,791)	(34,340)	(18,764)
Add: Borrowings	8	342,378	3,001,210	150,861
Add: Provisions funded by Reserve	11	111,813	109,813	111,813
Add: Lease liabilities	9	2,088	0	0
Total adjustments to net current assets		(486,687)	2,146,730	(662,265)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	1,025,391	1,307,145	1,567,066
Rates receivables	3	216,986	2,032,970	375,729
Receivables	3	173,201	124,766	91,101
Stock on Hand	4	34,106	28,523	26,837
Total Current Assets		1,449,684	3,493,404	2,060,733
Less: Current liabilities				
Payables	5	(324,243)	(23,770)	(41,571)
Borrowings	8	(342,378)	(3,001,210)	(150,861)
Contract liabilities	11	(79,868)	0	(157,551)
Lease liabilities	9	(2,088)	0	0
Provisions	11	(500,748)	(391,543)	(500,748)
Total Current Liabilities		(1,249,325)	(3,416,523)	(850,731)
		200,359	76,881	1,210,002
Less: Total adjustments to net current assets	1(b)	(486,687)	2,146,730	(662,265)
Closing funding surplus / (deficit)		(286,328)	2,223,609	547,736

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Floats	Cash and cash equivalents	650		650	0			
Cash Deposits								
Municipal Bank Account	Cash and cash equivalents	627,633		627,633	0	Bendigo	0.00%	At Call
Trust Bank Account	Cash and cash equivalents		60,087	60,087	0	Bendigo	0.00%	
Medical Surgery Bank Account	Cash and cash equivalents		77,052	77,052				
Term Deposits								
Term Deposits - Reserve	Financial assets at amortised cost	0	900,974	900,974	0	Bendigo	0.30%	28/02/2021
Total		628,283	1,038,113	1,666,396	0			
Comprising								
Cash and cash equivalents		628,283	137,139	765,422	0			
Financial assets at amortised cost		0	900,974	900,974	0			
		628,283	1,038,113	1,666,396	0			

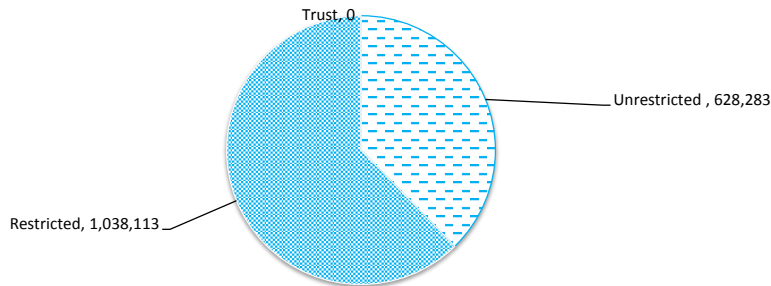
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

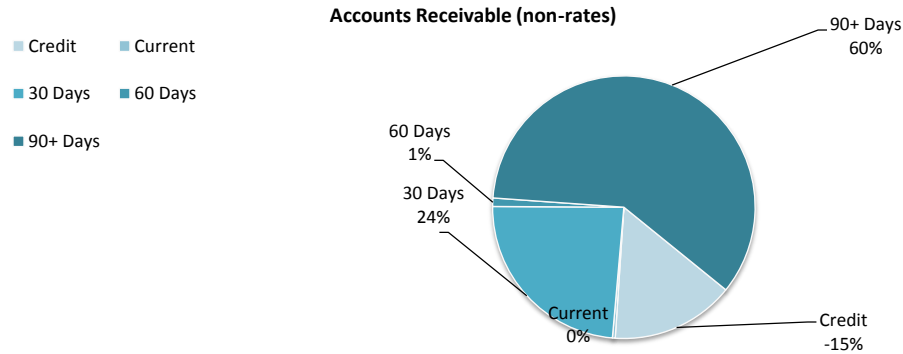
Rates receivable	30 Jun 2020	31 Dec 2020
	\$	\$
Opening arrears previous years	(24,355)	216,986
Levied this year	2,118,671	2,190,736
Less - collections to date	(1,877,330)	(2,031,993)
Equals current outstanding	216,986	375,729
Net rates collectable	216,986	375,729
% Collected	89.6%	84.4%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(6,850)	154	10,665	468	26,874	31,310
Percentage	(21.9%)	0.5%	34.1%	1.5%	85.8%	
Balance per trial balance						
Sundry receivable	0	31,310	0	0	0	31,310
GST receivable	0	41,027	0	0	0	41,027
Loans Club/Institutions - Current	0	18,764	0	0	0	18,764
Total receivables general outstanding						91,101

Amounts shown above include GST (where applicable)

KEY INFORMATION

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



Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 December 2020
	\$	\$	\$	\$
Inventory				
Stock On Hand	34,106	(7,270)	0	26,836
Total other current assets	34,106	(7,270)	0	26,836

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	41,571	0	0	0	41,571
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors	0	0	0	0	0	0
ATO liabilities		29,386				29,386
Gst Payable		1,058				1,058
Bonds & Deposits Held - CI		11,127				11,127
Total payables general outstanding						41,571

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV Residential	0.10959	119	1,316,466	144,265	0	0	144,265	144,265	0	0	144,265
GRV Commercial	0.12322	17	321,640	39,632	0	0	39,632	39,632	0	0	39,632
GRV Industrial	0.11817	11	80,636	9,529	0	0	9,529	9,529	0	0	9,529
GRV Urban Farmland	0.10555	17	211,120	22,283	0	0	22,283	22,283	0	0	22,283
Unimproved value											
UV Rural Zone 2	0.0064	39	19,520,000	124,206	0	0	124,206	124,206	0	0	124,206
UV Special Rural	0.0126	10	1,002,500	12,657	0	0	12,657	12,657	0	0	12,657
UV General Zone 3	0.0069	214	195,846,000	1,354,863			1,354,863	1,354,863	0	0	1,354,863
Sub-Total		427	218,298,362	1,707,434	0	0	1,707,435	1,707,435	0	0	1,707,435
Minimum payment	Minimum \$										
Gross rental value											
GRV Residential	950	101	588,962	95,950	0	0	95,950	95,950	0	0	95,950
GRV Commercial	900	12	36,412	10,800	0	0	10,800	10,800	0	0	10,800
GRV Industrial	550	7	12,675	3,850	0	0	3,850	3,850	0	0	3,850
GRV Urban Farmland	715	7	23,741	5,005	0	0	5,005	5,005	0	0	5,005
Unimproved value											
UV Rural Zone 2	1,000	32	4,082,000	32,000	0	0	32,000	32,000	0	0	32,000
UV Special Rural	1,100	8	609,500	8,800	0	0	8,800	8,800	0	0	8,800
UV General Zone 3	1,195	87	7,863,192	103,965	0	0	103,965	103,965	(1,006)	0	102,959
Sub-total		254	13,216,482	260,370	0	0	260,370	260,370	(1,006)	0	259,364
Amount from general rates							1,967,805				1,966,799
Ex-gratia rates							35,143				35,143
Total general rates							2,002,948				2,001,942
Specified area rates	Rate in \$ (cents)										
Sewerage Residential	8.033		23,309	187,234	0	0	187,234	187,234	0	0	187,234
Sewerage Religious Church	4.00		390	1,560	0	0	1,560	1,560	0	0	1,560
Total specified area rates			23,699	188,794	0	0	188,794	188,794	0	0	188,794
Total							2,191,742				2,190,736

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	48,500	40,002	9,859	(30,143)
Furniture and equipment	0	0	11,673	11,673
Plant and equipment	16,000	16,000	0	(16,000)
Infrastructure - roads	2,969,336	1,454,542	1,450,353	(4,189)
Infrastructure - footpaths	42,000	42,000	6,447	(35,553)
Payments for Capital Acquisitions	3,075,836	1,552,544	1,478,332	(74,212)
Total Capital Acquisitions	3,075,836	1,552,544	1,478,332	(74,212)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	2,441,769	1,103,616	956,335	(147,281)
Borrowings	3,450,000	0	0	0
Cash backed reserves	906,175			
Reserves cash backed - Long Service Leave Reserve	1,500	0	0	0
Contribution - operations	(3,723,608)	448,928	521,997	73,069
Capital funding total	3,075,836	1,552,544	1,478,332	(74,212)

SIGNIFICANT ACCOUNTING POLICIES

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

30/06/2021

31/12/2020

		Adopted			
Account Description		Budget	YTD Budget	YTD Actual	Variance (Under)/Over
Land and Buildings					
48002	Archive Shelving - Admin Building storage	15,000	15,000	4,364	10,636
98001	Capital housing Up grades	17,000	8,502	5,495	3,007
138001	Public Buildings - Capital upgrade projects	16,500	16,500	0	16,500
	Total	48,500	40,002	9,859	30,143
Plant & Equipment					
118003	Oval Reirculation filtration	16,000	16,000	0	16,000
	Total	16,000	16,000	0	16,000
Infrastructure - Roads					
129904	EXPENSE - Regional Road Group Construction	811,431	405,718	445,846	(40,128)
129901	EXPENSE - R 2 R Construction	234,520	179,520	91,733	87,787
129912	Black Spot Funding	184,800	0	2,060	(2,060)
129910	Local Road and Community Infrastructure Program	245,740	122,880	45,537	77,343
129908	EXPENSE - Wheatbelt Secondary Freight Network	1,492,845	746,424	865,177	(118,753)
	Total	2,969,336	1,454,542	1,450,353	4,189
Furniture & Equipment					
78001	Replacement Server (Medical Surgery)	0	0	11,673	(11,673)
	Total	0	0	11,673	(11,673)
Infrastructure - Footpaths					
129911	Local Road and Community Infrastructure Program (footpaths)	42,000	42,000	6,447	35,553
	Total	42,000	42,000	6,447	0
	TOTALS	3,075,836	1,552,544	1,478,332	38,659

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Housing										
Aged Housing Wollyam Street	114	176,217	0	0	8,352	176,264	167,865	-47	4,636	6,450
Recreation and culture										
New Sports Pavilion	111	1,106,776	0	0	13,291	1,106,776	1,093,485	0	35,085	30,000
Retic Football/Hockey Ovals	113	44,176	0	0	6,891	44,176	37,285	0	1,154	0
Economic services										
Community Centre	104	67,959	0	0	22,739	68,217	45,220	-258	1,994	2,857
Slater Homestead	105	20,382	0	0	6,822	20,466	13,560	-84	598	850
Rural Community Centre	106	359,173	0	0	17,426	359,173	341,747	0	7,363	15,643
Salmon Gum & Grange Subdivision	108	292,092	0	0	93,795	292,093	198,297	-1	11,169	0
Bank Overdraft - subdivision	112	945,000	0	0	0	945,000	945,000	0	19,163	324,280
Pay out old loans								0		
New Cumulative Loan				3,450,000			0	3,450,000		
B/Fwd Balance		3,011,775	0	3,450,000	169,315	3,012,165	2,842,460	3,449,610	81,162	380,080
C/Fwd Balance		3,011,775	0	3,450,000	169,315	3,012,165	2,842,460	3,449,610	81,162	380,080
Self supporting loans										
Recreation and culture										
Self Supporting Loan MSC	110	235,040	0	0	18,027	36,791	217,013	198,249	7,448	14,322
Total		3,246,815	0	3,450,000	187,342	3,048,956	3,059,473	3,647,859	88,610	394,402
Current borrowings		3,048,956					(150,861)			
Non-current borrowings		197,859					3,210,334			
		3,246,815					3,059,473			

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	

New borrowings 2020-21

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
Consolidation of existing loans (x12)	0	3,450,000	WATC	Debenture	20	0	2.90%	0	0	0
	0	3,450,000				0		0	0	0

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**FINANCING ACTIVITIES
NOTE 9
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Other property and services										
Photocopier		2,088			2,088	2,088	0	0	42	42
Total		2,088	0	0	2,088	2,088	0	0	42	42
Current lease liabilities		2,088					0			
		2,088					0			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**OPERATING ACTIVITIES
NOTE 10
CASH RESERVES**

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserves cash backed - Long Service Leave Reserve	111,813	1,500	0	0	0		0	113,313	111,813
Reserves cash backed - Mortlock Lodge Reserve	3,172	0	0	0	0		0	3,172	3,172
Reserves cash backed- Plant Replacement Reserve	138,550	22,901	0	0	0		0	161,451	138,550
Reserves cash backed - Staff Housing Reserve	32,994	500	0	0	0	0	0	33,494	32,994
Reserves cash backed - Aged Care Reserve	118,681	1,500	0	0	0		0	120,181	118,681
Reserves cash backed - Vehicle Reserve	107,115	1,300	0	0	0		0	108,415	107,115
Reserves cash backed - Sewerage Reserve	324,513	4,500	0	0	0	0	0	329,013	324,513
Reserves cash backed - Community Bus Reserve	53,776	450	0	0	0		0	54,226	53,776
Reserves cash backed - LCDC Reserve	10,361	200	0	0	0		0	10,561	10,361
Reserves cash backed - SW LAG Officer AL/LSL Reserve	5,200	0	0	0	0	0	0	5,200	5,200
	906,175	32,851	0	0	0	0	0	939,026	906,175

KEY INFORMATION

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 December 2020
		\$	\$	\$	\$
Contract liabilities					
- operating	12	79,868	86,048	(8,366)	157,551
Total unspent grants, contributions and reimbursements		79,868	86,048	(8,366)	157,551
Provisions					
Annual leave		242,757	0	0	242,757
Long service leave		257,991	0	0	257,991
Total Provisions		500,748	0	0	500,748
Total other current assets		580,616	86,048	(8,366)	658,299

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

NOTE 12

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Operating grants, subsidies and contributions revenue		
	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$
Operating grants and subsidies			
General purpose funding			
GRANTS - General Purpose	206,175	103,086	103,016
GRANTS - Untied Road Grants	180,784	90,390	84,708
Law, order, public safety			
REVENUE - ESL Grant	45,000	22,500	15,245
Recreation & Culture			
REVENUE - Other Recreation & Sport - No GST	18,500	18,998	2,700
Community amenities			
REVENUE - Other Grant Funding	138,000	138,000	138,000
Transport			
REVENUE - Direct Grant	93,000	46,500	91,115
Other property and services			
Various Contributions	209,263	30,536	69,533
	890,722	450,010	504,315

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020

NOTE 13
NON-OPERATING GRANTS AND CONTRIBUTIONS

Non operating grants, subsidies and contributions revenue

	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual	YTD Expenditure Actual	YTD Unspent Contract Liability
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
General purpose funding					
Grants - Federal Government	271,061	135,528	123,210	45,537	(77,673)
Transport					
Revenue - Grants Regional Road Group	1,813,111	906,552	156,601	445,846	0
Revenue - Grant Wheatbelt Secondary Freigh	0	0	618,869	865,177	0
Revenue - Grants R 2 R	234,520	0	0	0	0
Revenue - Grants Black Spot	123,077	61,536	49,280	91,733	0
Economic services					
Revenue - Pioneer Pathways	0	0	8,375	0	(8,375)
	2,441,769	1,103,616	956,335	1,448,293	(86,048)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2020**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Governance	5,285	54.24%		Within material variance
General purpose funding - rates	(980)	(0.05%)		Within material variance
General purpose funding - other	(4,344)	(0.20%)		Within material variance
Law, order and public safety	21,329	36.80%	▲ Timing	Timing of receiving the funds from DFES for the ESL collection
Health	7,060	2.22%		Within material variance
Education and welfare	(200)	(66.67%)		Within material variance
Housing	(11,746)	(8.50%)		Within material variance
Community amenities	(16,706)	(3.47%)		Within material variance
Recreation and culture	1,379	3.69%		Within material variance
Transport	47,226	83.97%	▲	Timing in the receiving of the RRG monies for roadworks on Meckering and Calingiri Goomalling Roads
Economic services	(47,787)	(23.40%)	▼	Timing of receiving the funds for the pioneer pathway works.
Other property and services	10,328	32.84%	▲	Have received extra private works monies not budgeted for the month of August BGC contribution towards the road maintenance on Sheen road
Expenditure from operating activities				
Governance	29,718	27.76%	▲	Yet to run the depreciation due to the final audit not been completed.
General purpose funding	1,352	2.74%		Within material variance
Law, order and public safety	34,450	22.86%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Health	13,797	3.91%		Within material variance
Education and welfare	561	6.41%		Within material variance
Housing	59,504	30.90%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Community amenities	45,907	13.51%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Recreation and culture	81,216	17.95%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Transport	421,011	60.00%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Economic services	58,785	17.87%	▲ Timing	Yet to run the depreciation due to the final audit not been completed.
Other property and services	4,537	46.59%	Timing	Yet to run the depreciation due to the final audit not been completed.
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(147,281)	(13.35%)	▼	Within material variance
Proceeds from disposal of assets	0	0.00%		
Proceeds from financial assets at amortised cost - self supporting loans	0	0.00%		
Payments for financial assets at amortised cost - self supporting loans	0	0.00%		
Payments for property, plant and equipment and infrastructure	74,212	4.78%		Dependent on the timing of the capital works for road works and also up grading to buildings
Financing activities				
Proceeds from new debentures	0	0.00%		
Transfer from reserves	0	0.00%		
Payments for principal portion of lease liabilities	0	0.00%		
Repayment of debentures	0	0.00%		
Transfer to reserves	0	0.00%		



9.3 ALLFLAIR ENTERPRISES PTY LTD – REQUEST FOR INTEREST WRITE OFF

DATE:	18 January 2021
SUBJECT:	Write-off of Interest
PROPONENT:	RSM Australia Pty Ltd
LOCATION:	Smith Road 2
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	A1101

PURPOSE

To consider a request from RSM Australia to write off interest on behalf of its client – Allflair Enterprises Pty Ltd.

BACKGROUND

Council staff sent rates notices for Allflair Enterprises Pty Ltd to its registered address which was the office of RSM Australia Pty Ltd. Council staff have no record of a change of address being registered for either entity over the past 3 years.

RSM has advised that it relocated its offices in 2017, however there is no record of advice that this a change of address was submitted.

Councils Rates Officer, while pursuing a course of action to recover unpaid rates, discovered an associated company and sought information as to whether its staff knew what address to send notices to. Through this process, we became aware of the change of address and subsequently contacted RSM Australia with regard to the rates outstanding.

STATUTORY IMPLICATIONS

Local Government Act (1995)

6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) *wave or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*



- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

[Section 6.12 amended: No. 64 of 1998 s. 39.]

6.13. Interest on money owing to local governments

- (1) *Subject to any other written law, a local government may resolve* to require a person to pay interest at the rate set in its annual budget on any amount of money (other than rates and service charges) which —*
- (a) that person owes to the local government; and*
 - (b) has been owed for the period of time referred to in subsection (6).*

** Absolute majority required.*

- (2) *A resolution under subsection (1) is to be included in the annual budget.*
- (3) *The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.*
- (4) *Where a local government imposes interest under subsection (1) on any outstanding amount of money the local government is not to also impose an additional charge in relation to that amount.*
- (5) *Accrued interest is, for the purpose of its recovery, taken to form part of the money owed to the local government on which it is charged.*
- (6) *A local government is not to impose interest on any amount of money under subsection (1) until the money has been owed to the local government for the period of time set by the local government in its annual budget (not being less than 35 days) after the date which is stated on the relevant account for payment as being the date the account was issued.*
- (7) *Regulations may provide for the method of calculation of interest.*

[Section 6.13 modified: SL 2020/57^{1M}.]

6.45. Options for payment of rates or service charges

- (1) *A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —*
- (a) 4 equal or nearly equal instalments; or*
 - (b) such other method of payment by instalments as is set forth in the local government's annual budget.*
- (2) *Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —*
- (a) by a single payment; or*



- (b) *by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.*
- (3) *A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*
- (4) *Regulations may —*
- (a) *provide for the manner of making an election to pay by instalments under subsection (1) or (2); and*
 - (b) *prescribe circumstances in which payments may or may not be made by instalments; and*
 - (c) *prohibit or regulate any matters relating to payments by instalments; and*
 - (d) *provide for the time when, and manner in which, instalments are to be paid; and*
 - (e) *prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and*
 - (f) *provide for any other matter relating to the payment of rates or service charges.*

[Section 6.45 modified: SL 2020/57^{1M}.]

6.50. Rates or service charges due and payable

- (1) *Subject to —*
- (a) *subsections (2) and (3); and*
 - (b) *any concession granted under section 6.47; and*
 - (c) *the Rates and Charges (Rebates and Deferments) Act 1992,*
- a rate or service charge becomes due and payable on such date as is determined by the local government.*
- (2) *The date determined by a local government under subsection (1) is not to be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued.*
- (3) *Where a person elects to pay a rate or service charge by instalments the second and each subsequent instalment does not become due and payable at intervals of less than 2 months.*

6.51. Accrual of interest on overdue rates or service charges

- (1) *A local government may at the time of imposing a rate or service charge resolve* to impose interest (at the rate set in its annual budget) on —*
- (a) *a rate or service charge (or any instalment of a rate or service charge); and*



- (b) *any costs of proceedings to recover any such charge, that remains unpaid after becoming due and payable.*

** Absolute majority required.*

- (2) *The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.*
- (3) *Accrued interest is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*
- (4) *If a person is entitled under the Rates and Charges (Rebates and Deferments) Act 1992 or under this Act (if the local government in a particular case so resolves) to a rebate or deferment in respect of a rate or service charge —*
- (a) *no interest is to accrue in respect of that rate or service charge payable by that person; and*
- (b) *no additional charge is to be imposed under section 6.45(3) on that person.*
- (5) *Regulations may provide for the method of calculation of interest.*

[Section 6.51 amended: No. 1 of 1998 s. 21(1); No. 49 of 2004 s. 62.]

[Section 6.51 modified: SL 2020/57^{1M}.]

POLICY IMPLICATIONS

There is no specific policy relating to this matter. The CEO does not have the power alone to write-off a fee or a charge and so Council must decide whether to allow the write-off.

FINANCIAL IMPLICATIONS

In writing off the interest component, Council will forgo approximately \$1,500 in revenue.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.

ATTACHMENTS

Letter from RSM Australia, including rates notices and receipt

OFFICER COMMENT

Where an entity does not advise that an address for the service of the rates notice has changed, generally, there is no defence for the non-payments of rates and the application of interest would stand otherwise a precedent will be set for the writing off of interest for anyone who fails to advise of a change in address. RSM Australia moved offices in 2017 and Council received no advice from it regarding the move. There was no recorded advice from the directors of Allflair Enterprises regarding a change of address for the service of notices either.

Council staff have no other viable method of address tracking other than advice from the ratepayer or its representatives. To the best of our knowledge neither has provided advice.



If the Council agrees to waive interest payments without a significant reason that is of its own making, it would set a precedent that any request for writing off of rates would need to be approved, regardless of whether it was Council's fault or not.

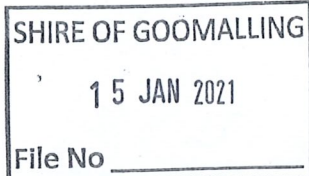
VOTING REQUIREMENT

Simple Majority to refuse, Absolute Majority to agree

RECOMMENDATION

That the Council:

Advise RSM Australia Pty Ltd that its request for writing off of interest associated with Assessment A1101 has been declined.



RSM Australia Pty Ltd

Level 32 Exchange Tower, 2 The Esplanade Perth WA 6000
GPO Box R1253 Perth WA 6844

T +6108 9261 9100

F +6108 9261 9111

www.rsm.com.au

8 January, 2021

PRIVATE & CONFIDENTIAL

Attn: The CEO
Shire of Goomalling
PO BOX 118
GOOMALLING WA 6460

To whom it may concern,

**ALLFLAIR ENTERPRISES PTY LTD – REMISSION OF INTEREST REQUEST
REF A1101**

We are writing to request the remission of interest applied to the rates for the abovementioned entity. A total of \$1,504.59 was applied to the account, \$1,292.13 pertaining to the 2019 Rates and \$212.46 for the period 1 July 2020 to 24 August 2020. Following our correspondence with Trudi Manera from your office, we were advised to submit our request directly to yourselves.

The 2019 Rates Notice was sent to our previous physical office address, 8 St Georges Terrace, Perth WA in August 2018. We relocated offices in September 2017 and therefore this original 2019 Rates Notice was never received. We had no follow up request for payment until we received the 2020 Rates Notice that was mailed to our postal address, GPO Box R1253 Perth. This postal address has remained unchanged. I have enclosed both the 2019 and 2020 Rates Notice for your reference.

Upon further review it appears that the 2018 Rates Notice was also sent to our physical office address, 8 St Georges Terrace, Perth WA however this was received by the relevant person responsible as we were still occupying this office premises.

We arranged payment of the full \$37,226.34 that included the 2019 Rates and interest applied for late payment as soon as we received authorisation from the client to do so. This was paid via cheque which is the only payment method we have available for this client. I have also enclosed the remittance advice for your reference.

We apologise for the delayed payment however kindly ask that you consider remitting the interest \$1,292.13 that has already been paid as well as this additional \$212.46 outlined on the attached.

We appreciate your consideration. Please do not hesitate to contact me on (08) 9261 9285 or Giovanna.Rotondella@rsm.com.au should you have any queries or require additional information, or alternatively Inna Jones (08) 9261 9317 or Inna.Jones@rsm.com.au.

Yours sincerely

A handwritten signature in black ink that reads 'Grotondella'.

GIOVANNA ROTONDELLA
Senior Manager, Business Advisory

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

RSM Australia Pty Ltd is a member of the RSM network and trades as RSM. RSM is the trading name used by the members of the RSM network. Each member of the RSM network is an independent accounting and consulting firm which practices in its own right. The RSM network is not itself a separate legal entity in any jurisdiction.

RSM Australia Pty Ltd ACN 009 321 377 atf Birdanco Practice Trust ABN 65 319 382 479 trading as RSM

Liability limited by a scheme approved under Professional Standards Legislation



SHIRE OF GOOMALLING

COUNCIL OFFICE: CNR QUINLAN AND HODDY STREETS, GOOMALLING
P.O. BOX 118, GOOMALLING 6460
Telephone: (08) 9629 1101 Facsimile: (08) 9629 1017 Email: goshire@goomalling.wa.gov.au
OFFICE HOURS: Monday to Thursday 8.30 a.m. - 4.00 p.m. Friday 8.30 a.m. - 4.30 p.m.

If you have any queries regarding
Gross Rental Value, or Unimproved
Value, please go to the Landgate
website www.landgate.wa.gov.au
or telephone (08) 92737373 quoting
your VEN 1514945

RATE NOTICE

FINANCIAL YEAR 1 JULY 2017 to 30 JUNE 2018

ABN: 79 005 196 211

Chief Executive Officer

C.C. JKERP

SHOULD THE
NAME OR ADDRESS
SHOWN BE
INCORRECT,
PLEASE ADVISE
COUNCIL IN
WRITING.

ALLFLAIR ENTERPRISES PTY LTD
C/- LEVEL 3
8 ST GEORGES TCE
PERTH WA 6000

ASSESSMENT NUMBER	A1101
DUE DATE	11.09.2017
Date of Issue	07.08.2017
Ward	GOOMALLING WARD
Valuation	\$2,099,000.00 - UV
Rating Category	UV BROADACRE RURAL CENT
Late Payment Interest	11.0000
Zoning	
Land Status	UV
Minimum Rate	\$ 1,135.00

DESCRIPTION OF RATED LAND

SMITH ROAD

2

DETAILS	RATE IN \$ or CHARGE/SERVICE	CURRENT	ARREARS	TOTAL
UV BROADACRE RURAL CENT/NORTH	0.7100	\$14,902.90		\$14,902.90
Emergency Services Levy	0.0000	\$75.00		\$75.00
ESL Category 5				
GST is nil				
YOU MUST USE THE ASSESSMENT NUMBER WHEN MAKING PAYMENTS				
TOTAL AMOUNT				\$14,977.90

SEE OVER FOR IMPORTANT INFORMATION

Please see over/attached for additional information and default consequences

OPTION No.	PAYMENTS	DUE DATES	AMOUNTS
1	ONE PAYMENT NO COST	\$14,977.90 11.09.2017	11.09.2017 DUE \$14,977.90
2	TWO INSTALMENTS OPTION COST \$73.49	1ST INST \$7,525.69 11.09.2017 2ND INST \$7,525.70 11.11.2017 TOTAL \$15,051.39	11.09.2017 DUE \$7,525.69
3	FOUR INSTALMENTS OPTION COST \$219.35	1ST INST \$3,799.50 11.09.2017 2ND INST \$3,799.25 11.11.2017 3RD INST \$3,799.25 11.01.2018 4TH INST \$3,799.25 11.03.2018 TOTAL \$15,197.25	11.09.2017 DUE \$3,799.50

POSTAL REMITTANCES: NO RECEIPT WILL BE ISSUED UNLESS -
(1) THIS BOX IS TICKED AND (2) THE NOTICE IS RETURNED INTACT WITH REMITTANCE.

DEPOSIT SLIP/OFFICE COPY

ASSESSMENT No: A1101
NAME: ALLFLAIR ENTERPRISES PTY LTD
PROPERTY ADDRESS: SMITH ROAD

I/We elect to pay by (please tick box)

Signed:

OPTION 1

OPTION 2

OPTION 3

\$14,977.90

\$7,525.69

\$3,799.50

PAYMENT METHODS

By Mail:

Detach this slip and make your cheque payable to:
SHIRE OF GOOMALLING
PO Box 118, GOOMALLING 6460



In Person:

Please present this account intact when making payment at Council Office.

EFT:

BSB: 633 000
Account: 109925016
Account Name: Shire of Goomalling
Reference: Your assessment number



SHIRE OF GOOMALLING

COUNCIL OFFICE: CNR QUINLAN AND HODDY STREETS, GOOMALLING
 P.O. BOX 118, GOOMALLING 6460
 Telephone: (08) 9629 1101 Facsimile: (08) 9629 1017 Email: goshire@goomalling.wa.gov.au
 OFFICE HOURS: Monday to Thursday 8.30 a.m. - 4.00 p.m. Friday 8.30 a.m. - 4.30 p.m.

If you have any queries regarding
 Gross Rental Value, or Unimproved
 Value, please go to the Landgate
 website www.landgate.wa.gov.au
 or telephone (08) 92737373 quoting
 your VEN 1514945

RATE NOTICE

ABN: 79 005 196 211 Chief Executive Officer C C J KERP

FINANCIAL YEAR 1 JULY 2018 to 30 JUNE 2019

SHOULD THE
 NAME OR ADDRESS
 SHOWN BE
 INCORRECT,
 PLEASE ADVISE
 COUNCIL IN
 WRITING.

ALLFLAIR ENTERPRISES PTY LTD
 C/- LEVEL 3
 8 ST GEORGES TCE
 PERTH WA 6000

ASSESSMENT NUMBER	A1101
DUE DATE	29.08.2018
Date of Issue	24.07.2018
Ward	GOOMALLING WARD
Valuation	\$2,275,000.00 - UV
Rating Category	UV BROADACRE RURAL CENT.
Late Payment Interest	11.0000
Zoning	
Land Status	UV
Minimum Rate	\$ 1,195.00

DESCRIPTION OF RATED LAND
SMITH ROAD 2

DETAILS	RATE IN \$ or CHARGE/SERVICE	CURRENT	ARREARS	TOTAL
UV BROADACRE RURAL CENT/NORTH	0.6850	\$15,583.75		\$15,583.75
Emergency Services Levy	0.0000	\$82.00		\$82.00
eSL Category 5				
GST is nil				
PLEASE USE THE ASSESSMENT NUMBER WHEN MAKING PAYMENTS				

TOTAL AMOUNT \$15,665.75

SEE OVER FOR IMPORTANT INFORMATION
 Please see over/attached for additional information and default consequences

PAYMENT OPTIONS		NOTE: Payments not received by the due date may incur daily interest as per the rate above.			
OPTION No.	PAYMENTS	DUE DATES		AMOUNTS	
1	ONE PAYMENT NO COST	\$15,665.75	29.08.2018	29.08.2018	DUE \$15,665.75
2	TWO INSTALMENTS OPTION COST \$76.62	1ST INST \$7,871.22 2ND INST \$7,871.15 TOTAL \$15,742.37	29.08.2018 29.10.2018	29.08.2018	DUE \$7,871.22
3	FOUR INSTALMENTS OPTION COST \$229.86	1ST INST \$3,974.06 2ND INST \$3,973.85 3RD INST \$3,973.85 4TH INST \$3,973.85 TOTAL \$15,895.61	29.08.2018 29.10.2018 29.12.2018 28.02.2019	29.08.2018	DUE \$3,974.06

POSTAL REMITTANCES: NO RECEIPT WILL BE ISSUED UNLESS -
 (1) THIS BOX IS TICKED AND (2) THE NOTICE IS RETURNED INTACT WITH REMITTANCE.



SHIRE OF GOOMALLING

COUNCIL OFFICE: CNR QUINLAN AND HODDY STREETS, GOOMALLING
 P.O. BOX 118, GOOMALLING 6460
 Telephone: (08) 9629 1101 Facsimile: (08) 9629 1017 Email: goshire@goomalling.wa.gov.au
 OFFICE HOURS: Monday to Friday 8.30 a.m. - 4.00 p.m.
 ABN: 79 005 196 211

If you have any queries regarding
 Gross Rental Value, or Unimproved
 Value, please go to the Landgate
 website www.landgate.wa.gov.au
 or telephone (08) 92737373 quoting
 your VEN 1514945
 JP BENTLEY

RATE NOTICE

1 JULY 2020 to 30 JUNE 2021
 FINANCIAL YEAR

Chief Executive Officer

SHOULD THE
 NAME OR ADDRESS
 SHOWN BE
 INCORRECT,
 PLEASE ADVISE
 COUNCIL IN
 WRITING.

ALLFLAIR ENTERPRISES PTY LTD
 ATTN RHYS EDWARDS
 GPO BOX R1253
 PERTH WA 6844

ASSESSMENT NUMBER	A1101
DUE DATE	01.09.2020
Date of Issue	28.07.2020
Ward	GOOMALLING WARD
Valuation	\$2,639,000.00 - UV
Rating Category	UV BROADACRE RURAL CEN
Late Payment Interest	8.0000
Zoning	UV
Land Status	\$ 1,195.00
Minimum Rate	

DESCRIPTION OF RATE	SMITH ROAD
DATE OF RATE	1 JULY 2020 to 30 JUNE 2021
VALUATION	3,411.15

DETAILS	RATE IN \$ or CHARGE/SERVICE	CURRENT	ARREARS	TOTAL
UV BROADACRE RURAL CENT/NORTH	0.6918	\$18,256.60	\$17,502.54	\$35,759.14
Emergency Services Levy	0.0000	\$84.00	\$84.00	\$168.00
ESL Category 5				
Interest		\$482.04	\$810.09	\$1,292.13
ESL PENALTY	0.00		\$7.07	\$7.07
GST is nil				
PLEASE USE THE ASSESSMENT NUMBER WHEN MAKING PAYMENTS				
TOTAL AMOUNT				\$37,226.34

SEE OVER FOR IMPORTANT INFORMATION
 Please see over/attached for additional information and default consequences

PAYMENT OPTIONS NOTE: Payments not received by the due date may incur daily interest as per the rate above.

OPTION No.	PAYMENTS	DUE DATES	AMOUNTS
1	ONE PAYMENT NO COST	01.09.2020	DUE \$37,226.34
2	TWO INSTALMENTS OPTION COST \$94.29	1ST INST \$28,103.18 01.09.2020 2ND INST \$9,217.45 01.11.2020 TOTAL \$37,320.63	01.09.2020 DUE \$28,103.18
3	FOUR INSTALMENTS OPTION COST \$281.49	1ST INST \$23,541.33 01.09.2020 2ND INST \$4,655.50 01.11.2020 3RD INST \$4,655.50 01.01.2021 4TH INST \$4,655.50 01.03.2021 TOTAL \$37,507.83	01.09.2020 DUE \$23,541.33

POSTAL REMITTANCES: NO RECEIPT WILL BE ISSUED UNLESS -
 (1) THIS BOX IS TICKED AND (2) THE NOTICE IS RETURNED INTACT WITH REMITTANCE.

DEPOSIT SLIP/OFFICE COPY A1101
 ASSESSMENT No: ALLFLAIR ENTERPRISES PTY LTD
 NAME: SMITH ROAD
 PROPERTY ADDRESS:

I/We elect to pay by (please tick box)

Signed:

- OPTION 1
- OPTION 2
- OPTION 3

\$37,226.34
\$28,103.18
\$23,541.33

PAYMENT METHODS

By Mail:
 Detach this slip and make your cheque payable to:
SHIRE OF GOOMALLING
 PO Box 118, GOOMALLING 6460

In Person:
 Please present this account intact when making payment at Council Office.

EFT:
 BSB: 633 000
 Account: 109925016
 Account Name: Shire of Goomalling
 Reference: Your assessment number

NOTICES

1. PAYMENTS & RECOVERY

- Payment in full, or an amount equivalent to the first instalment as shown overleaf must be paid by the due date, being 35 days from the date of issue unless alternative arrangements have been agreed upon.
- Where no election has been made to enter into an Instalment Option or alternative arrangements made, and where Rates and Service Charges remain outstanding 35 days after the date of issue, legal action may be taken for their recovery.
- Costs associated with legal action that are recoverable from the Ratepayer will be added to the account.

2. PAYMENT OPTIONS

- Ratepayers must choose to utilise the payment options shown on the reverse side of the notice or make alternative arrangements.
- Where the instalment option is taken, rate accounts shall be levied with an additional "Instalment Charge". Details of this charge may be contained in the attached information sheet, but the cost of each option is displayed overleaf.
- Payment of the first instalment shall include all arrears outstanding from previous years. **Instalment options will not be available if arrears and any interest accrued to the date of issue of the notice are not included with the first instalment.**
- Payment may not be made by instalments where the total amount of rates (excluding arrears) are less than \$200.00.
- Should none of the instalment options listed over the page be suitable, ratepayers are welcome to approach Council with an alternative payment plan. This plan must be agreed upon by both parties.

3. LATE PAYMENT PENALTY (Section 6.51 Local Government Act 1995)

This will accrue daily at the rate detailed on the reverse side for unpaid rates and/or charges as follows:

- **NO INSTALMENT OPTION TAKEN** - Interest shall begin to accrue on Rates and/or Charges that remain unpaid for 35 Days after the date of issue or at any other date as specified by the Council, whichever is the latter. Eligible Pensioners are exempt.
- **INSTALMENT OPTION TAKEN** - Interest shall begin to accrue daily on any Instalment payment that remains unpaid after the due date of the instalment and continue to accrue until such time as the instalment is paid. Eligible Pensioners are exempt.
- **ARREARS** - Interest shall begin to accrue at 1 July on all Rates and/or Charges, including previous interest charges that remain in arrears. Eligible Pensioners are exempt.
- **PENSIONERS** - Councils may elect to impose interest on charges other than rates.

4. PROVISION FOR VALUATION ENQUIRY

Rate Book - the Local Government Act 1995 provides the grounds to which individual objections and appeals may be instituted as to the entries in the Rate Book regarding ownership and property rateability

Valuations - A property owner may lodge an enquiry against the valuation of a property within 60 days of the date of issue of a rate notice. Please go to Landgate's website at www.landgate.wa.gov.au or call direct on 08 92737373. Any objections or appeals must be lodged in writing to the Valuer General, PO Box 2222, Midland WA 6056. within 60 days from date of issue of the Rate Notice.

NOTE: The Local Government Act 1995 provides that rates must be paid as assessed irrespective of an objection being lodged. Any reduction in rates resulting from a successful objection will be refunded.

5. PENSIONER RATES REBATE/DEFERMENT

Pensioners who meet certain criteria are entitled to claim a concession of up to 50%, capped to a maximum of \$750, off the current years rates. Only Pensioners who are entitled to receive a full concession are entitled to defer their rates. To be eligible to register for a rebate, applicants must be in receipt of a Pension Concession Card or State Concession Card and be the owner and resident of the property at the 1st July. The rebate will be disallowed if the concession holder has not paid their portion by the 30th June of the current rating year.

When a ratepayer registered as an entitled pensioner ceases to be an entitled pensioner i.e. no longer resides or owns the property or is not in receipt of a Concession card stated above, that person shall give notice to the Council and the registration shall be cancelled. Any person who wilfully makes a false statement in an application made pursuant to this section or who remains registered as an entitled pensioner knowing that they are not eligible is guilty of an offence. Penalty \$1,000.00.

REBATE REFERS TO CURRENT RATES ONLY. SERVICE CHARGES MUST BE PAID IN FULL BY ALL RATEPAYERS WITHIN 35 DAYS.

6. AMENDMENTS

Please ensure Council is notified of any change of postal address or ownership details in writing and should any other information on the rate notice appear incorrect, please contact Council immediately.

7. EMERGENCY SERVICES LEVY

The Emergency Services Levy (ESL) is a State Government charge applicable to all properties in WA, which is invoiced and collected by local governments on behalf of the Department of Fire and Emergency Services (DFES). The ESL provides the majority of funding required for career and volunteer Fire & Emergency Service brigades, DFES multi-function brigades/units, Bush Fire brigades and State Emergency Service units. The amount of ESL to be collected, and the applicable rates and charging parameters, are declared annually by the Minister for Emergency Services.

For more information please refer to the ESL section of the DFES website (www.dfes.wa.gov.au) or enquire on free-call 1300 136 099.

CHANGE OF OWNERSHIP OR ADDRESS PLEASE SHOW CURRENT DETAILS BELOW

PHONE No.....ASSESSMENT No.....

NAME(S) IN FULL.....

ADDRESS.....

.....POSTCODE.....

DATE OF SALE.....

SIGNED.....DATE.....

ALL OWNERS TO SIGN

SHIRE OF GOOMALLING

ABN 79 005 196 211

PO Box 118
GOOMALLING WA 6460
Phone (08) 9629 1101
Fax (08) 9629 1017
Email goshire@wn.com.au

26.08.20 A1101 81024 \$37226.34

CHQ \$37226.34 CHQ 0.00

"THANK YOU HAVE A NICE DAY"

29.08.20 A1101 81024 \$37226.34

CHQ \$37226.34 CHQ 0.00

C.C.J. Kerp.

Chief Executive Officer

"THANK YOU HAVE A NICE DAY"

This document is not effective as a receipt until the amount paid is printed by the Cash Register.

Allfair Enterprises PL
Smith Road
Goomalling

Date 26/08/2020

"THANK YOU HAVE A NICE DAY"

GENERAL RECEIPT

Cash - Cheque - Card

FOR: Rates instalment option 1
A1101

GST \$ _____
TOTAL \$ 37,226.34



9.4 SALARIES AND ALLOWANCES TRIBUNAL

DATE:	27 January 2021
SUBJECT:	Salaries and Allowance Tribunal
PROPONENT:	Salaries and Allowance Tribunal
LOCATION:	Whole of Shire
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	N/A

PURPOSE

To consider any submission that the Council may wish to make to the Salaries and Allowances Tribunal regarding either Elected Member remuneration or CEO remuneration.

BACKGROUND

The Salaries and Allowances Tribunal is currently undertaking its review of;

- remuneration provided to Local Government CEOs; and
- fees, allowances and reimbursements payable to Elected Members.

The Tribunal is required, under the *Salaries and Allowances Act 1975*, to make an annual determination on these matters. The *Local Government Act 1995* requires local governments to comply with the Tribunal's determination.

Local governments are invited to make submissions to raise any relevant issues for the Tribunal's consideration, particularly with respect to Band allocation. Please note that submissions are voluntary. A submission template is attached to guide local governments as to the information that will assist the Tribunal.

For your reference a copy of the current Local Government Determination can be found here <https://www.wa.gov.au/government/publications/local-government-chief-executive-officers-and-elected-members-determination-no-1-of-2020>

STATUTORY IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

There are no significant financial implications for the Shire of Goomalling at the comment stage.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.

ATTACHMENTS

SAT Template



OFFICER COMMENT

Submissions (if completed) are returned to submissions@sat.wa.gov.au by **Friday 12 February 2021**.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council:

Determine if it wishes to make comment to SAT regarding the review of Elected Member and CEO Remuneration.

WESTERN AUSTRALIA

SALARIES AND ALLOWANCES ACT 1975

DETERMINATION OF THE SALARIES AND ALLOWANCES TRIBUNAL

ON LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS

Pursuant to Section 7A and 7B

8 April 2020

PREAMBLE

Statutory Context

1. Section 7A of the *Salaries and Allowances Act 1975* ('the SA Act') requires the Salaries and Allowances Tribunal ('the Tribunal') to "inquire into and determine, the amount of remuneration, or the minimum and maximum amounts of remuneration, to be paid or provided to chief executive officers of local governments".
2. Under Section 7B(2) of the SA Act, the Tribunal must inquire into and determine the amount of:
 - fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
 - expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
 - allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.
3. By issuing this Determination, the Tribunal discharges its obligations under Section 8 of the SA Act, which requires determinations under sections 7A and 7B to be issued at intervals of not more than 12 months.

Considerations

4. The Tribunal has considered sections 2.7 to 2.10 and section 5.41 of the LG Act, which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies, and the functions of local government Chief Executive Officers (CEOs).
5. The Tribunal invited individual local governments to provide information in order to ensure the Tribunal is informed on developments across the sector.

Band allocation model

6. The Tribunal continues to apply the four Band allocation model established in its 2012 determination. The model allows a number of measurable and non-measurable factors to be considered when assessing appropriate levels of remuneration.
7. The Tribunal notes that the remuneration ranges set for these Bands provide some flexibility to local governments. The Tribunal will only adjust a classification when a local government or regional local government can demonstrate a substantial and sustained increase within the parameters of the band allocation model.

Christmas and Cocos Islands

8. In 2016, the Commonwealth and WA Governments entered an agreement under the *Christmas Island Act 1958* (Cth), the *Cocos (Keeling) Islands Act 1995* (Cth) and the *Indian Oceans Territories (Administration of Laws) Act 1992* (WA), by which the Tribunal has the power to determine the remuneration of local government CEOs and the fees, expenses and allowances for local government elected members of the Shires of Christmas Island and Cocos (Keeling) Islands.
9. This inquiry reviewed remuneration provided by the Shires of Christmas and Cocos (Keeling) Islands.

Economic circumstances

10. This inquiry's considerations were influenced by the sudden and overriding issue of Coronavirus (COVID-19). There is considerable uncertainty regarding the consequences of COVID- 19 and its impact on the State's economic circumstances.
11. The Tribunal recognises the need for remuneration provided to public officers to accord with community expectations. At this time of great uncertainty and challenge for all Western Australians, the need for the Tribunal to exercise restraint is indisputable.
12. Nothing in this determination should be interpreted or applied in such a manner as to circumvent the Tribunal's intention for transparency and accountability in the remuneration of local government CEOs and the provision of fees, expenses and allowances to elected members.

CONCLUSIONS

13. The Tribunal has determined there will be no increase in remuneration, fees, expenses and allowance ranges provided to CEOs and elected members.
14. The Tribunal notes each local government is able to set remuneration within the band to which it is allocated. Each local government must conduct its own assessment to determine whether any increase, within the bands, is justified.

15. In reviewing the classification framework, band allocation model and all other relevant information, the Tribunal has examined local governments with potential to change classification. The Tribunal considers that the Shire of Murray should be reclassified from Band 3 to Band 2. All other local governments retain their existing classifications.
16. It is emphasised that fees and allowances, in lieu of reimbursement of expenses, provided to elected members are not considered payment for work performed in a manner akin to regular employment arrangements. Elected members are provided these fees and allowances to recognise the commitment of their time and to ensure they are not out of pocket for expenses properly incurred in the fulfilment of their duties.
17. The Tribunal prefers reimbursement of actual expenses to be used where possible.
18. The Tribunal has made an additional minor change through the inclusion of guiding principles to be used by local governments when considering the appropriateness of providing a CEO Regional/Isolation Allowance. These principles are largely unchanged from those originally outlined in the 2012 Determination, when the Regional/Isolation Allowance was established.

**DETERMINATION FOR LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS
AND ELECTED MEMBERS PURSUANT TO SECTION 7A AND 7B OF THE
*SALARIES AND ALLOWANCES ACT 1975***

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Explanatory Notes

PART 1: INTRODUCTORY MATTERS

This Part deals with some matters that are relevant to the determination generally.

1.1 Short title

This determination may be cited as the *Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2020*.

1.2 Commencement

This determination comes into operation on 1 July 2020.

1.3 Content and intent

- (1) The remuneration listed in this determination comprises all remuneration as defined under the *Salaries and Allowances Act 1975* as including salary, allowances, fees, emoluments and benefits.
- (2) The determination applies to
 - a. Chief Executive Officers (CEOs);
 - b. Acting Chief Executive Officers; and
 - c. Elected Members
- (3) The remuneration specified in this determination for CEOs is based on a person being appointed to one local government CEO position only. In the case of a person appointed to undertake the duties of more than one CEO position simultaneously, the relevant local governments must seek a determination from the Tribunal for the multiple CEO positions held by that person.
- (4) If a local government undergoes an amalgamation or a rezoning of local government boundaries, the local government is required to seek a new determination from the Tribunal.
- (5) This determination provides for the amount of fees, expenses and allowances to be paid or reimbursed to elected council members under the *Local Government Act 1995* ('the LG Act') Part 5 Division 8. The determination applies to elected council members who are members of the council of a local government, and under section 3.66 of the LG Act.
- (6) Where the Tribunal has determined a specific amount for a fee, expense or allowance for elected council members of a local government or regional local government, the

amount determined by the Tribunal will be payable to an eligible elected council member.

- (7) Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for elected council members of a local government or regional local government, each local government or regional local government council will set an amount within the relevant range determined and the amount set will be payable to an eligible elected council member.
- (8) The fees, expenses and allowances determined are intended to recognise the responsibilities of elected council members, mayors and presidents of local governments and chairmen of regional local governments and to remunerate them for the performance of the duties associated with their office.

1.4 Terms used

In this determination, unless the contrary intention appears -

chair means a person who is elected or appointed from among the members of a council of a regional local government as its chair;

committee meeting means a meeting of a committee of a council where the committee comprises –

- (a) council members only; or
- (b) council members and employees of the local government or regional local government;

council, in relation to:

- (a) a local government, means the council of the local government;
- (b) a regional local government, means the council of the regional local government;

council member, in relation to:

- (a) a local government –
 - (i) means a person elected under the LG Act as a member of the council of the local government; and
 - (ii) includes the mayor or president of the local government;

(b) a regional local government –

- (i) means a person elected under the LG Act as a member of the council of a local government and who is a member of the council of the regional local government; and
- (ii) includes the chair of the regional local government;

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

mayor means a council member holding the office of mayor, whether elected by the council from amongst its members or elected by the electors;

president means a council member holding the office of president, whether elected by the council from amongst its members or elected by the electors.

1.5 Pro rata payments

- (1) The Total Reward Package specified in this determination for CEOs is based on a person serving in the office on a full-time basis. The relevant range shall be payable on a pro rata basis if the position is undertaken on a part time basis.
- (2) The amount of a person's entitlement to remuneration, annual attendance fee or annual allowance specified in this determination shall be apportioned on a pro rata basis according to the portion of a year that the person holds office.

1.6 Local government band allocations

Unless the contrary intention appears, this determination allocates local governments to the bands set out in Schedule 1. Regional local governments are allocated to a Band only with respect to CEOs.

PART 2: TOTAL REWARD PACKAGE

This Part deals with the remuneration payable to Chief Executive Officers.

2.1 GENERAL

- (1) Offices listed in this Part have been assigned by the Tribunal to one of four classifications designated Band 1 to Band 4.
- (2) Each classification (Band 1 to Band 4) has a commensurate Total Reward Package (TRP) range.
- (3) Typical components of a TRP include:
 - (a) Base salary;
 - (b) Annual leave loading;
 - (c) Associated FBT accrued (total annual amount of fringe benefits tax paid by the local government for all fringe benefits provided to a CEO);
 - (d) Association membership fees;
 - (e) Attraction/retention allowance, not being provided under Part 3;
 - (f) Personal benefit value of the provision of a motor vehicle for private use (if applicable) as defined under Part 5 of this determination;
 - (g) Cash bonus and performance incentives;
 - (h) Cash in lieu of a motor vehicle;
 - (i) Fitness club fees;
 - (j) Grooming/clothing allowance;
 - (k) Health insurance;
 - (l) School fees and/or child's uniform;
 - (m) Superannuation (all mandatory and non-mandatory employer superannuation contributions);
 - (n) Travel or any other benefit taken in lieu of salary;
 - (o) Travel for spouse or any other member of family;
 - (p) Unrestricted entertainment allowance;
 - (q) Utilities allowance (any water, power or other utility subsidy provided to the CEO); and
 - (r) Any other form of payment, in cash or not, in consideration as a reward or benefit of the CEOs duties.
- (4) The only exclusions from the TRP are:
 - (a) items listed in Parts 3, 4 and 5 of this determination (however, any superannuation guarantee associated with the payment of a Regional/Isolation Allowance and any associated FBT accrued from the

provision of a motor vehicle or accommodation are to be included as part of the TRP);

- (b) employer obligations such as professional development (restricted to the CEO), reimbursement for genuine work expenses or the cost of recruitment and relocation expenses; and
- (c) items considered by the local government to be a tool of trade (i.e. equipment needed to undertake the duties of a CEO) and which are not a direct or indirect reward or benefit for the performance of duties as a CEO.

2.2 LOCAL GOVERNMENT CLASSIFICATION

- (1) The ranges of TRP in Table 1 apply where a local government or regional local government has been classified into the relevant band.

Table 1: Local government band classification – Total Reward Package range

Band	Total Reward Package
1	\$250,375 - \$379,532
2	\$206,500 - \$319,752
3	\$157,920 - \$259,278
4	\$128,226 - \$200,192

- (2) Local governments have been classified in Schedule 1.
- (3) Regional local governments have been classified in Table 2 below.

Table 2: Regional local government band classification

Regional Local Government	Band
Bunbury-Harvey Regional Council	4
Eastern Metropolitan Regional Council	2
Mindarie Regional Council	3
Murchison Regional Vermin Council	4
Pilbara Regional Council	4
Rivers Regional Council	3
Southern Metropolitan Regional Council	2
Tamala Park Regional Council	2
Western Metropolitan Regional Council	4

- (4) A person who holds a dual appointment of the CEO of the Shire of Cunderdin and the CEO of the Shire of Tammin, shall be entitled to receive a TRP range from the bottom of Band 4 (\$128,226) to a maximum of \$220,211 (which represents the top of Band 4 plus 10%).
- (5) A person who holds a dual appointment of the CEO of the Shire of Murray and the CEO of the Shire of Waroona, shall be entitled to receive a TRP range from the bottom of Band 2 (\$206,500) to a maximum of \$351,727 (which represents the top of Band 2 plus 10%).
- (6) A person who holds a dual appointment of the CEO of the Shire of East Pilbara and the CEO of the Pilbara Regional Council, shall be entitled to receive a TRP range equivalent to the Band 2 range (\$206,500 - \$319,752).

PART 3: REGIONAL/ISOLATION ALLOWANCE

This Part deals with the Regional/Isolation Allowance that may be payable to Chief Executive Officers from local governments identified in this Part.

3.1 GENERAL

- (1) Local governments listed in Table 3 in this Part may provide a Regional/Isolation Allowance to a CEO, in addition to the CEO's Total Reward Package, in recognition of the regional and isolation factors which may affect the attraction and retention of the CEOs of those local governments.
- (2) There is no requirement to provide a Regional/Isolation Allowance to a CEO. Payment of this allowance is at the discretion of the local government, within the parameters set by the Tribunal.
- (3) When a local government chooses to use any or all of this allowance, the payment of the allowance should be properly justified and applied in a transparent manner considering the issues outlined in 3.2.
- (4) When a local government chooses to pay all or any of this allowance, it is to be paid to the CEO as salary.

3.2 DETERMINING APPROPRIATENESS AND RATE OF ALLOWANCE

- (1) When assessing the appropriateness of providing a Regional/Isolation Allowance, an eligible local government must consider the impact of factors outlined in 3.2(5) on attraction and retention of a CEO. In the event these factors have little or no impact, the Local Government should not provide this Allowance.
- (2) In the event a Regional/Isolation Allowance is considered appropriate, the amount of the Allowance should be proportionate to the circumstances faced by the Local Government.
- (3) The following factors should be considered when determining whether to apply the Regional/Isolation Allowance:
 - a) *Remoteness* - Issues associated with the vast distances separating communities within a Local Government or the distance of the Local Government from Perth or a Regional Centre;
 - b) *Cost of living* - The increased cost of living highlighted specifically in the Regional Price Index.
 - c) *Social disadvantage*: Reduced specialist health services, schooling opportunities for children, employment opportunities for spouse, reduced

- lifestyle commodities when compared to Perth and regional centres, and access to professional and personal support networks;
- d) *Dominant industry*: The impact that a dominant industry such a mining or agriculture has on an area and the ability to attract and retain people in the face of a dominant industry;
 - e) *Attraction/retention*: The ability to recruit suitably qualified candidates and being able to retain them in light of the above concerns in competition with positions in Perth, regional centres and private industry;
 - f) *Community expectations*: The pressures on a CEO to meet expectations when professional or operational expertise is not readily available.

3.2 REGIONAL/ISOLATION ALLOWANCE

Local governments eligible for the Regional/Isolation Allowance are listed in Table 3.

Table 3: Regional/Isolation Allowance

Local Government	Maximum Regional/Isolation Allowance Per Annum
Ashburton Shire	\$45,000
Broome Shire	\$35,000
Carnamah Shire	\$30,000
Carnarvon Shire	\$30,000
Chapman Valley Shire	\$30,000
Christmas Island Shire	\$80,000
Cocos (Keeling) Islands Shire	\$80,000
Coolgardie Shire	\$30,000
Coorow Shire	\$30,000
Cue Shire	\$40,000
Derby-West Kimberley Shire	\$45,000
Dundas Shire	\$30,000
East Pilbara Shire	\$45,000
Esperance Shire	\$25,000
Exmouth Shire	\$35,000
Geraldton-Greenough City	\$25,000
Halls Creek Shire	\$65,000
Irwin Shire	\$30,000
Jerramungup Shire	\$25,000
Kalgoorlie-Boulder City	\$30,000
Karratha City	\$60,000

Local Government	Maximum Regional/Isolation Allowance Per Annum
Kent Shire	\$10,000
Kondinin Shire	\$10,000
Kulin Shire	\$10,000
Lake Grace Shire	\$10,000
Laverton Shire	\$40,000
Leonora Shire	\$40,000
Meekatharra Shire	\$40,000
Menzies Shire	\$30,000
Merredin Shire	\$10,000
Mingenew Shire	\$30,000
Morawa Shire	\$30,000
Mount Magnet Shire	\$30,000
Mount Marshall Shire	\$10,000
Mukinbudin Shire	\$25,000
Murchison Shire	\$30,000
Narembeen Shire	\$10,000
Ngaanyatjarraku Shire	\$40,000
Northampton Shire	\$30,000
Nungarin Shire	\$10,000
Perenjori Shire	\$30,000
Port Hedland Town	\$60,000
Ravensthorpe Shire	\$30,000
Sandstone Shire	\$30,000
Shark Bay Shire	\$35,000
Three Springs Shire	\$30,000
Upper Gascoyne Shire	\$35,000
Westonia Shire	\$25,000
Wiluna Shire	\$40,000
Wyndham-East Kimberley Shire	\$45,000
Yalgoo Shire	\$30,000
Yilgarn Shire	\$25,000

PART 4: HOUSING ALLOWANCE

This Part deals with the Housing Allowance that may be payable to Chief Executive Officers.

4.1 GENERAL

- (1) In recognition of the need for local governments to provide accommodation as a result of a lack of suitable housing or recruitment issues, on either a permanent or temporary basis, local governments are able to utilise this allowance as required.
- (2) When a local government utilises this allowance, the payment of the allowance should be properly justified and applied in a transparent manner.
- (3) Any accommodation provided under this Part must be located within or adjacent to the local government area in which the CEO is employed.
- (4) Local governments should tailor the provision of any housing allowance to suit their particular circumstances. This may include the CEO making contributions towards the cost of the accommodation.

4.2 APPLICABLE HOUSING ALLOWANCE

- (1) Where a local government owns a property and provides that property to the CEO for accommodation, the value of this accommodation will not be included in the Total Reward Package.
- (2) For reporting purposes, the value of the local government owned property shall be valued at the annual Gross Rental Value of the property as determined by the Valuer General.
- (3) Where a local government leases accommodation for the use of the CEO, the lease costs will not be included in the Total Reward Package.
- (4) For reporting purposes, the value of the local government leased property shall be the annual actual costs of the accommodation lease.

PART 5: MOTOR VEHICLE

This Part deals with the provision of motor vehicles to Chief Executive Officers.

5.1 GENERAL

- (1) For local governments generally, except those listed in Table 3 under Part 3 of this determination, the private benefit value of any motor vehicle provided to the CEO by the local government is to be included in the Total Reward Package.
- (2) For local governments listed in Table 3 under Part 3 of this determination, any motor vehicle provided to the CEO or an allowance provided to a CEO for use of a private motor vehicle for work-related purposes, is to be considered a tool of trade (i.e. a tool needed to undertake the duties of a CEO in these local governments) and any private benefit will not be considered as part of the Total Reward Package.

5.2 PRIVATE BENEFIT VALUE

- (1) The private benefit value of the motor vehicle will be dependent on the type of motor vehicle provided, method of ownership (i.e. local government owned or leased), maintenance and running costs, insurance, any applicable luxury car tax and the amount of private use of the vehicle (i.e. non-business use).
- (2) As a general rule, the private benefit value will be based upon the annual costs multiplied by the percentage of private use.
- (3) Local governments and CEOs will need to agree on the most appropriate way to record the amount of private use in order to calculate the private benefit value.

PART 6: MEETING ATTENDANCE FEES

This Part deals with fees payable to council members for attendance at council and other meetings

6.1 GENERAL

- (1) Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government or the regional local government within the range determined in section 6.2 of this Part for council meeting attendance fees.
- (2) Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- (3) Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
 - (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
 - (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
 - (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
- (4) Pursuant to section 5.99 of the LG Act, a local government or regional local government may decide by an absolute majority that instead of paying council

members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all council members who attend council or committee meetings a fee set within the range for annual fees determined in section 6.4 of this Part.

- (5) Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
 - (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
 - (b) the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
 - (c) the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
- (6) In determining the fees set out in this Part, the Tribunal has taken into account a range of factors including –
 - (a) the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
 - (b) the role of the council member, mayor or president including, but not limited to, representation, advocacy, and oversight and determination of policy and local legislation;
 - (c) particular responsibilities associated with the types of meetings attended;
 - (d) responsibilities of a mayor, president or chair to preside over meetings; and
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model.
- (7) The Tribunal has not determined a specific meeting attendance fee for the purposes of section 5.98(1)(a) or (2A)(a) of the LG Act.

6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

Table 4: Council meeting fees per meeting – local governments

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$615	\$793	\$615	\$1,189
2	\$373	\$582	\$373	\$780
3	\$193	\$410	\$193	\$634
4	\$91	\$238	\$91	\$490

Table 5: Council meeting fees per meeting – regional local governments

	For a council member other than the chair		For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$91	\$238	\$91	\$490

6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
 - (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
 - (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$308	\$396
2	\$186	\$291
3	\$97	\$205
4	\$46	\$119

Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments

For a council member (including the chair)		
	Minimum	Maximum
All regional local governments	\$46	\$119

6.4 ANNUAL ATTENDANCE FEES IN LIEU OF COUNCIL MEETING, COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES

- (1) The ranges of fees in Table 8 and Table 9 apply where a local government or regional local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay an annual fee to all council members who attend council, committee or prescribed meetings.

Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$24,604	\$31,678	\$24,604	\$47,516
2	\$14,865	\$23,230	\$14,865	\$31,149
3	\$7,688	\$16,367	\$7,688	\$25,342
4	\$3,589	\$9,504	\$3,589	\$19,534

Table 9: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – regional local governments

	For a council member other than the chair		For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$1,795	\$10,560	\$1,795	\$15,839

PART 7: ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT, CHAIR, DEPUTY MAYOR, DEPUTY PRESIDENT AND DEPUTY CHAIR

This Part deals with annual allowances payable to mayors, presidents, chair and their deputies, in addition to any entitlement to meeting attendance fees or the reimbursement of expenses.

7.1 GENERAL

- (1) Pursuant to section 5.98(5) of the LG Act, the mayor or president of a local government and the chair of a regional local government are entitled, in addition to any fees or reimbursement of expenses payable under section 5.98(1) or (2), to be paid the annual allowance set by the local government or regional local government within the range determined in section 7.2 of this Part.
- (2) Pursuant to section 5.98A(1) of the LG Act, a local government or regional local government may decide, by an absolute majority, to pay the deputy mayor or deputy president of the local government, or the deputy chair of the regional local government, an allowance of up to the percentage that is determined by the Tribunal of the annual allowance to which the mayor or president of the local government, or the chair of the regional local government, is entitled under section 5.98(5) of the LG Act. That percentage is determined in section 7.3 of this Part. This allowance is in addition to any fees or reimbursement of expenses payable to the deputy mayor, deputy president or deputy chair under section 5.98 of the LG Act.
- (3) In determining the allowances set out in this Part, the Tribunal has taken into account a range of factors including the following –
 - (a) the leadership role of the mayor, president or chair;
 - (b) the statutory functions for which the mayor, president or chair is accountable;
 - (c) the ceremonial and civic duties required of the mayor, president or chair, including local government business related entertainment;
 - (d) the responsibilities of the deputy mayor, deputy president or deputy chair when deputising;
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model;
 - (f) the civic, ceremonial and representation duties particular to the Lord Mayor of Western Australia’s capital city.

7.2 ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT OR CHAIR

- (1) The ranges of allowances in Table 10 apply where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act.
- (2) The range of allowances in Table 11 apply where a regional local government sets the amount of the annual local government allowance to which a chair is entitled under section 5.98(5) of the LG Act.
- (3) Despite the provisions of subsection (1), the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$61,509 to \$137,268.

Table 10: Annual allowance for a mayor or president of a local government

For a mayor or president		
Band	Minimum	Maximum
1	\$51,258	\$89,753
2	\$15,377	\$63,354
3	\$1,025	\$36,957
4	\$513	\$20,063

Table 11: Annual allowance for a chair of a regional local government

For a chair		
	Minimum	Maximum
All regional local governments	\$513	\$20,063

7.3 ANNUAL ALLOWANCE FOR A DEPUTY MAYOR, DEPUTY PRESIDENT OR DEPUTY CHAIR

- (1) The percentage determined for the purposes of section 5.98A(1) of the LG Act is 25 per cent.

PART 8: EXPENSES TO BE REIMBURSED

This Part deals with expenses for which council members are entitled to be reimbursed.

8.1 GENERAL

- (1) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 31(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(1) to (5) of this Part.
- (2) Regulation 31(1) of the LG Regulations prescribes the following kinds of expenses that are to be reimbursed:
 - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
 - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
- (3) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 32(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(6) to (8) of this Part.
- (4) Regulation 32(1) of the LG Regulations prescribes the following kinds of expenses that may be approved by a local government for reimbursement –
 - (a) an expense incurred by a council member in performing a function under the express authority of the local government;
 - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
 - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

8.2 EXTENT OF EXPENSES TO BE REIMBURSED

- (1) The extent to which a council member can be reimbursed for rental charges in relation to one telephone and one facsimile machine is the actual expense incurred by the council member.
- (2) The extent to which a council member can be reimbursed for child care costs incurred because of attendance at a meeting referred to in regulation 31(1)(b) of the LG Regulations is the actual cost per hour or \$30 per hour, whichever is the lesser amount.
- (3) The extent to which a council member of a local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is:
 - (a) if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
 - (b) if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:
 - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
 - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
- (4) The extent to which a council member of a regional local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is the actual cost for the person to travel from the person's place of residence or work to the meeting and back.
- (5) For the purposes of subsections (3) and (4), travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011* as at the date of this determination.
- (6) The extent to which a council member can be reimbursed for child care costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is the actual cost per hour or \$30 per hour, whichever is the lesser amount.

- (7) The extent to which a council member can be reimbursed for intrastate or interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the *Public Service Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of this determination.
- (8) The extent to which a council member can be reimbursed for any other cost incurred under regulation 32(1) of the LG Regulations is the actual cost upon presentation of sufficient evidence of the cost incurred.

PART 9: ANNUAL ALLOWANCES IN LIEU OF REIMBURSEMENT OF EXPENSES

This Part deals with annual allowances that a local government or regional local government may decide to pay.

9.1 GENERAL

- (1) Pursuant to section 5.99A of the LG Act, a local government or regional local government may decide by absolute majority that instead of reimbursing council members under the LG Act section 5.98(2) for all of a particular type of expense, it will pay all council members, for that type of expense, the annual allowance determined in section 9.2 of this Part or, as the case requires, an annual allowance within the range determined in that section.
- (2) Where a local government or regional local government has decided to pay council members an annual allowance for an expense of a particular type instead of reimbursing expenses of that type under section 5.98(2) of the LG Act, section 5.99A of the LG Act provides for reimbursement of expenses of that type in excess of the amount of the allowance.
- (3) In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:
 - (a) the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;
 - (b) the capacity of local governments to set allowances appropriate to their varying operational needs;
 - (c) the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads); and
 - (d) the varying travel requirements of council members in local governments associated with geography, isolation and other factors.

9.2 ANNUAL ALLOWANCES DETERMINED INSTEAD OF REIMBURSEMENT FOR PARTICULAR TYPES OF EXPENSES

- (1) In this section:

ICT expenses means:

- (a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or
- (b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;

travel and accommodation expenses means:

- (a) travel costs, as prescribed by regulation 31(1)(b) of the LG Regulations; or
 - (b) any other expenses that relate to travel or accommodation and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations.
- (2) For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500.
- (3) For the purposes of section 5.99A(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

SCHEDULE 1: LOCAL GOVERNMENT BAND ALLOCATIONS

Local Government	Band
Albany City	1
Armadale City	1
Ashburton Shire	2
Augusta-Margaret River Shire	2
Bassendean Town	3
Bayswater City	1
Belmont City	1
Beverley Shire	4
Boddington Shire	4
Boyup Brook Shire	4
Bridgetown-Greenbushes Shire	3
Brookton Shire	4
Broome Shire	2
Broomehill-Tambellup Shire	4
Bruce Rock Shire	4
Bunbury City	1
Busselton City	1
Cambridge Town	2
Canning City	1
Capel Shire	3
Carnamah Shire	4
Carnarvon Shire	2
Chapman Valley Shire	4
Chittering Shire	3
Christmas Island Shire	3
Claremont Town	3
Cocos (Keeling) Islands Shire	4
Cockburn City	1
Collie Shire	3
Coolgardie Shire	3
Coorow Shire	4
Corrigin Shire	4
Cottesloe Town	3
Cranbrook Shire	4
Cuballing Shire	4
Cue Shire	4

Local Government	Band
Cunderdin Shire	4
Dalwallinu Shire	3
Dandaragan Shire	3
Dardanup Shire	3
Denmark Shire	3
Derby-West Kimberley Shire	2
Donnybrook Balingup Shire	3
Dowerin Shire	4
Dumbleyung Shire	4
Dundas Shire	4
East Fremantle Town	3
East Pilbara Shire	2
Esperance Shire	2
Exmouth Shire	3
Fremantle City	1
Gingin Shire	3
Gnowangerup Shire	4
Goomalling Shire	4
Gosnells City	1
Greater Geraldton City	1
Halls Creek Shire	3
Harvey Shire	2
Irwin Shire	3
Jerramungup Shire	4
Joondalup City	1
Kalamunda Shire	2
Kalgoorlie-Boulder City	1
Karratha City	1
Katanning Shire	3
Kellerberrin Shire	4
Kent Shire	4
Kojonup Shire	3
Kondinin Shire	4
Koorda Shire	4
Kulin Shire	4
Kwinana City	1
Lake Grace Shire	4

Local Government	Band
Laverton Shire	3
Leonora Shire	3
Mandurah City	1
Manjimup Shire	2
Meekatharra Shire	3
Melville City	1
Menzies Shire	4
Merredin Shire	3
Mingenew Shire	4
Moora Shire	3
Morawa Shire	4
Mosman Park Town	3
Mount Magnet Shire	4
Mount Marshall Shire	4
Mukinbudin Shire	4
Mundaring Shire	2
Murchison Shire	4
Murray Shire	2
Nannup Shire	4
Narembeen Shire	4
Narrogin Shire	3
Nedlands City	2
Ngaanyatjarraku Shire	4
Northam Shire	2
Northampton Shire	3
Nungarin Shire	4
Peppermint Grove Shire	4
Perenjori Shire	4
Perth City	1
Pingelly Shire	4
Plantagenet Shire	3
Port Hedland Town	1
Quairading Shire	4
Ravensthorpe Shire	3
Rockingham City	1
Sandstone Shire	4
Serpentine-Jarrahdale Shire	2

Local Government	Band
Shark Bay Shire	4
South Perth City	2
Stirling City	1
Subiaco City	2
Swan City	1
Tammin Shire	4
Three Springs Shire	4
Toodyay Shire	3
Trayning Shire	4
Upper Gascoyne Shire	4
Victoria Park Town	2
Victoria Plains Shire	4
Vincent City	2
Wagin Shire	4
Wandering Shire	4
Wanneroo City	1
Waroona Shire	3
West Arthur Shire	4
Westonia Shire	4
Wickepin Shire	4
Williams Shire	4
Wiluna Shire	4
Wongan-Ballidu Shire	4
Woodanilling Shire	4
Wyalkatchem Shire	4
Wyndham-East Kimberley Shire	2
Yalgoo Shire	4
Yilgarn Shire	3
York Shire	3

Signed on 8 April 2020.

M Seares AO
CHAIR

B A Sargeant PSM
MEMBER

C P Murphy PSM
MEMBER

SALARIES AND ALLOWANCES TRIBUNAL

LOCAL GOVERNMENT ELECTED MEMBERS EXPLANATORY NOTES

This section does not form part of the determination

1. Entitlements

The entitlement of a council member to a fee, allowance or reimbursement of an expense established under the LG Act, the LG Regulations and this determination, cannot be proscribed, limited or waived by a local government. Any eligible claim against those entitlements is to be paid in accordance with the applicable financial procedures of the local government.

2. Local governments to set amounts within the range determined

Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for members of the council of a local government or a regional local government, each council is to set, by absolute majority, an amount within the relevant range determined and the amount set will be payable to elected council members.

3. Superannuation

Nothing in this determination establishes a liability for the payment of superannuation by local governments. Elected council members are eligible for superannuation payments if their council has resolved unanimously to become an Eligible Local Governing Body (ELGB) pursuant to section 221A and section 221B of the *Income Tax Assessment Act 1936* (Cwlth). Where the council is an ELGB, it is deemed to have an employer/employee relationship with its elected council members and this attracts the application of a number of statutory obligations. Alternative arrangements described in Australian Taxation Office (ATO) Interpretative Decision ATO ID 2007/205 allow for elected council members and councils to agree for whole or part of meeting attendance fees to be paid into a superannuation fund. Where the council is an ELGB, fees for attendance at council, committee and prescribed meetings (whether paid via a per meeting fee or annual allowance) are to be inclusive of any superannuation guarantee liability. This information is not published by way of legal or financial advice.

**SALARIES AND ALLOWANCES TRIBUNAL REMUNERATION INQUIRY
LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS
AND ELECTED MEMBERS**

SUBMISSION TEMPLATE

LOCAL GOVERNMENT: [Insert name of local government]

PROPOSED REMUNERATION BAND: [e.g. increase from Band 3 to Band 2]

1. DISTINGUISHING FEATURES:

- **Major Growth and Development**
[e.g. Risk Management associated with major projects and development issues, rate at which population is increasing or declining, major change in building or planning approvals]
- **Significant Social and Economic Issues**
[e.g. significant industrial development, indigenous issues, infrastructure projects]
- **Significant Demand to Service and Support Non-Resident Needs**
[e.g. significant seasonal tourist population, major commercial/industrial centre]
- **High Impact Environmental Management Issues and Responsibilities**
[e.g. heritage listed urban precinct, endangered species, significant environmental remediation issues]
- **Greater Diversity of Services Delivered than Normally Provided by Similar Sized Local Governments**
[e.g. management of regional airport]
- **Other Distinguishing Features**

2. REMUNERATION ISSUES:

[Must include a breakdown of the CEOs Total Remuneration package including salary, superannuation, motor vehicle and any other forms of remuneration. Also include all payments made to elected members.]

3. RECRUITMENT ISSUES:

[State any relevant recruitment and retention issues]

Signed:

.....
Mayor/President/Chairperson

.....
Chief Executive Officer



9.5 ADOPTION OF BUSHFIRE RISK MANAGEMENT PLAN

DATE:	27 January 2021
SUBJECT:	Bushfire Risk Management Plan
PROPONENT:	Shire of Goomalling
LOCATION:	Whole of Shire
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	N/A

PURPOSE

To consider and adopt the attached Bushfire Risk Management Plan.

BACKGROUND

Under the *State Hazard Plan (Fire)* an integrated Bushfire Risk Management Plan (BRM Plan) is to be developed for local governments identified as having a significant bushfire risk. This BRM Plan has been prepared for the Shire of Goomalling in accordance with the requirements of the *Guidelines for Preparing a Bushfire Risk Management Plan*.

The risk management processes used to develop this BRM Plan are aligned to the key principles of *AS/NZS ISO 31000:2009 Risk management – Principles and guidelines (AS/NZS ISO 31000:2009)*, as described in the Second Edition of the *National Emergency Risk Assessment Guidelines (NERAG 2015)*. This approach is consistent with the policies of the State Emergency Management Committee.

This BRM Plan is a strategic document that identifies assets at risk from bushfire and their priority for treatment. The resulting 'Treatment Schedule' sets out a broad program of coordinated multi-agency treatments to address risks identified in the BRM Plan. Government agencies and other land managers responsible for implementing treatments participate in developing the BRM Plan to ensure treatment strategies are collaborative and efficient, regardless of land tenure. Treatments will be guided by risk priority, not land tenure, and will not be limited to local government managed lands.

STATUTORY IMPLICATIONS

Local Government Act 1995

Bush Fires Act 1954

POLICY IMPLICATIONS

Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

There are no significant financial implications at this stage however Council will have the ability to access mitigation funding once the plan is adopted.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.

ATTACHMENTS

Draft Bushfire Risk Management Plan



Letter – Office of Bushfire Risk Management

OFFICER COMMENT

The aim of the BRM Plan is to document a coordinated and efficient approach toward the identification, assessment and treatment of assets exposed to bushfire risk within The Shire of Goomalling.

The overarching objective of the BRM Plan is to effectively manage bushfire risk within the Shire of Goomalling to protect people, assets and other things of local value. Additional objectives of this BRM Plan include:

- Guide and coordinate a tenure blind, multi-agency bushfire risk management program over a five-year period.
- Document the process used to identify, analyse and evaluate risk, determine priorities and develop a plan to systematically treat risk.
- Facilitate the effective use of the financial and physical resources available for bushfire risk management activities.
- Integrate bushfire risk management into the business processes of local government, landowners and other agencies.
- Ensure there is integration between landowners and bushfire risk management programs and activities.
- Monitor and review the implementation of treatments to ensure treatment plans are adaptable and risk is managed at an acceptable level.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council:

Adopt the attached Bushfire Risk Management Plan.



Our Ref: D00354; 21/015319
Your Ref: PB21004

Peter Bentley
Chief Executive Officer
Shire of Goomalling
PO Box 118
Goomalling WA 6460

Dear Mr Bentley

RE: SUBMISSION OF DRAFT BUSHFIRE RISK MANAGEMENT PLAN TO THE OFFICE OF BUSHFIRE RISK MANAGEMENT (OBRM)

Thank you for the revised draft Bushfire Risk Management Plan (BRM Plan) for the Shire of Goomalling received on 5 January 2021.

I am pleased to inform you that the draft BRM Plan has been reviewed by OBRM and meets the required standard as per the *Bushfire Risk Management Planning – Guidelines for Preparing a Bushfire Risk Management Plan* (the Guidelines). The BRM Plan should now be presented to Council for approval and formal adoption. It would be appreciated if you would advise OBRM in writing of Council's approval of the BRM Plan.

Under the Guidelines released in 2020 local governments are required to provide the first year's schedule of treatments at the time of OBRM endorsement. I understand that your plan was developed during the transition to these Guidelines, as such within six months of this, the Shire of Goomalling is requested to finalise the Treatment Schedule in the Bushfire Risk Management System (BRMS). Please note, it is not necessary to provide further updates to OBRM if any individual treatments are subsequently added, edited, rescheduled or deleted from the original schedule after this time.

OBRM will correspond with you towards the end of each year regarding your local government's fuel management activities to assist in developing our annual *Fuel Management Activity Report* to Government.

Yours sincerely

TIM MCNAUGHT
DIRECTOR OBRM
21 January 2021



Bushfire Risk Management Plan

2021 – 2026

Office of Bushfire Risk Management (OBRM) Bushfire Risk Management (BRM) Plan reviewed

21st January 2021

*Local Government Council BRM Plan endorsement **XX Month 20XX***

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Document Control

Document Name	Bushfire Risk Management Plan	Current Version	V3
Document Owner	Shire of Goomalling CEO	Issue Date	21/01/2021
Document Location	Shire Office	Next Review Date	21/01/2026

Document Endorsements

The Shire of Goomalling Council endorses that the Bushfire Risk Management Plan (BRM Plan) has been reviewed and assessed by the Office of Bushfire Risk Management as compliant with the standard for bushfire risk management planning in Western Australia, the *Guidelines for Preparing a Bushfire Risk Management Plan*.

The Shire of Goomalling is the owner of this document and has responsibility, as far as is reasonable, to manage the implementation of the BRM Plan and facilitate the implementation of bushfire risk management treatments by risk owners.

The endorsement of the BRM Plan by the Shire satisfies their endorsement obligations under section 2.2.7 of the *State Hazard Plan for Fire (Interim, Nov 2017)* (formerly *Westplan Fire*).

Local Government	Representative	Signature	Date
Shire of Goomalling	Peter Bentley CEO		

Local Government Disclaimer

In approving this BRM Plan, the Shire of Goomalling is acknowledging the assets that have been identified and the risk ratings and treatment priorities assigned. Endorsement of the plan is a commitment by the Shire to work with landowners and managers to address unacceptable risk within the community. Endorsement of this plan is not committing the Shire to a program of treatment works to be implemented by others, or an acceptance of responsibility for risk occurring on land that is not owned or managed by the Shire.¹

Amendment List

Version	Date	Author	Section
1	July 2020	John Hansen	All
2	Jan 2021	John Hansen	Post OBRM Review
3	Jan 2021	John Hansen	Post 2 nd OBRM Review

¹ *Guidelines for Preparing a Bushfire Risk Management Plan, November 2015, Page 79*

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1. Introduction

1.1 Background

Under the *State Hazard Plan (Fire)* an integrated Bushfire Risk Management Plan (BRM Plan) is to be developed for local governments identified as having a significant bushfire risk. This BRM Plan has been prepared for the Shire of Goomalling in accordance with the requirements of the *Guidelines for Preparing a Bushfire Risk Management Plan*.

The risk management processes used to develop this BRM Plan are aligned to the key principles of *AS/NZS ISO 31000:2009 Risk management – Principles and guidelines (AS/NZS ISO 31000:2009)*, as described in the Second Edition of the *National Emergency Risk Assessment Guidelines (NERAG 2015)*. This approach is consistent with the policies of the State Emergency Management Committee.

This BRM Plan is a strategic document that identifies assets at risk from bushfire and their priority for treatment. The resulting ‘Treatment Schedule’ sets out a broad program of coordinated multi-agency treatments to address risks identified in the BRM Plan. Government agencies and other land managers responsible for implementing treatments participate in developing the BRM Plan to ensure treatment strategies are collaborative and efficient, regardless of land tenure. Treatments will be guided by risk priority, not land tenure, and will not be limited to local government managed lands.

This BRM Plan, as reflected in *Figure 1* below, consists of:

- Bushfire Risk Management Plan
- Communications Strategy (**Appendix 1**)
- Local Government Wide Controls & Multi Agency Work Plan (**Appendix 2**)
- Asset Risk Register (*refer to section 4.2.4*)
- Treatment Schedule (to be completed within 6 months of endorsement of the BRM Plan)

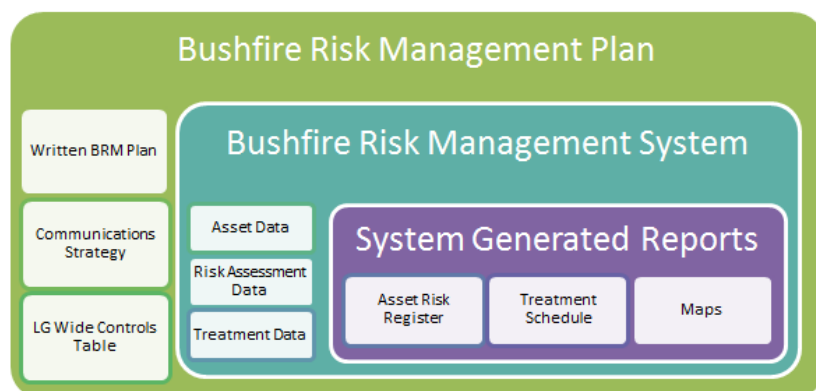


Figure 1: Components of the Bushfire Risk Management Plan ²

Assets, risk assessments and treatment data are stored and maintained in an electronic database – the Bushfire Risk Management System (BRMS). Shire personnel will have access to the Shire’s data and are able to produce reports including the *Asset Risk Register* and *Treatment Schedule* as well as maps.

² Source: *Bushfire Risk Management Handbook, Department of Fire and Emergency Services, 2017.*

1.2 Aim and Objectives

The aim of the BRM Plan is to document a coordinated and efficient approach toward the identification, assessment and treatment of assets exposed to bushfire risk within The Shire of Goomalling.

The overarching objective of the BRM Plan is to effectively manage bushfire risk within the Shire of Goomalling to protect people, assets and other things of local value. Additional objectives of this BRM Plan include:

- Guide and coordinate a tenure blind, multi-agency bushfire risk management program over a five-year period.
- Document the process used to identify, analyse and evaluate risk, determine priorities and develop a plan to systematically treat risk.
- Facilitate the effective use of the financial and physical resources available for bushfire risk management activities.
- Integrate bushfire risk management into the business processes of local government, landowners and other agencies.
- Ensure there is integration between landowners and bushfire risk management programs and activities.
- Monitor and review the implementation of treatments to ensure treatment plans are adaptable and risk is managed at an acceptable level.

1.3 Legislation, Policy and Standards

The following legislation, policy and standards were applicable in the development and implementation of the BRM Plan.

1.3.1 Legislation

- *Aboriginal Heritage Act 1972*
- *Building Act 2011*
- *Bush Fires Act 1954*
- *Bush Fires Regulations 1954*
- *Conservation and Land Management Act 1984*
- *Country Areas Water Supply Act 1947*
- *Emergency Management Act 2005*
- *Emergency Management Regulations 2006*
- *Environmental Protection Act 1986*
- *Environmental Protection and Biodiversity Conservation Act 1999 (Cth)*
- *Fire and Emergency Service Act 1998*
- *Fire Brigades Act 1942*
- *Metropolitan Water Supply, Sewerage and Drainage Act 1909*
- *Planning and Development (Local Planning Scheme) Regulations 2015*
- *Wildlife Conservation Act 1950*

1.3.2 Policies, Guidelines and Standards

- AS 3959-2009 Construction of buildings in bushfire-prone areas
- AS/NZS ISO 31000:2009 - Risk Management – Principles and Guidelines
- Building Protection Zone Standards (DFES)
- Bushfire Risk Management Planning – Guidelines for preparing a Bushfire Risk Management Plan (2015)
- Firebreak Location, Construction and Maintenance Guidelines (DFES)

- Guidelines for Planning in Bushfire Prone Areas (2015)
- Guidelines for Plantation Fire Protection (DFES 2011)
- National Emergency Risk Assessment Guidelines (NERAG) (Second Edition 2015)
- State Emergency Management Policy 2.5 – Local Arrangements
- State Emergency Management Policy 3.2 – Emergency Risk Management Planning
- State Emergency Management Preparedness Procedure 7 – Local Emergency Management Committee (LEMC)
- State Emergency Management Preparedness Procedure 8 – Local Emergency Management Arrangements
- State Emergency Management Prevention Procedure 1 – Emergency Risk Management Planning
- State Hazard Plan for Fire (formerly Westplan Fire)
- State Planning Policy 3.4: Natural Hazards and Disasters
- State Planning Policy 3.7: Planning in Bushfire Prone Areas
- Western Australian Emergency Risk Management Guide 2015

1.3.3 Shire of Goomalling References

- Shire of Goomalling Strategic Community Plan 2019
- Shire of Goomalling Local Emergency Management Arrangements 2017
- Shire of Goomalling Corporate Business Plan 2013
- Shire of Goomalling Long Term Financial Plan 2013
- Shire of Goomalling - Annual Fire Break Notice
- Shire of Goomalling - Workforce Plan 2015
- Assessment of the Conservation value of roadside vegetation in the Shire of Goomalling (2006)
- Soil-Landscapes of Western Australia’s Rangelands and Arid Interior (2006)
- Heritage Inventory 2018
- Shire of Goomalling - Bushfire Prone Planning
- Goomalling Bridge Inventory (Main Roads Sept 2017)
- Goomalling A Backward Glance – A history of the district – Barbara Sewell 1997

1.3.4 Other Related Documents

- National Strategy for Disaster Resilience
- National Statement of Capability for Fire and Emergency Services (AFAC 2015)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Dept. of Health 2007)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission 2014)

2. The Risk Management Process

The risk management processes used to identify and address risk in this BRM Plan are aligned with the international standard for risk management, AS/NZS ISO 31000:2009, as described in NERAG (2015). This process is outlined in *Figure 2* below.

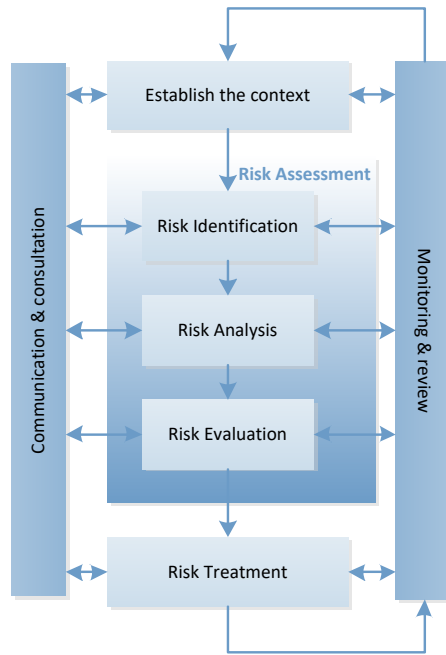


Figure 2 - An overview of the risk management process ³

2.1 Roles and Responsibilities

The roles and responsibilities of the key stakeholders involved in the development of the BRM Plan are outlined in Table 1.

Stakeholder Name	Roles and Responsibilities
Local Government	<ul style="list-style-type: none"> ▪ As custodian of the BRM Plan, coordination of the development and ongoing review of the integrated BRM Plan. ▪ Negotiation of commitment from landowners to treat risks identified in the BRM Plan. ▪ As treatment manager, implementation of treatment strategies. ▪ As part of the approval process, submission of the draft BRM Plan to the Office of Bushfire Risk Management (OBRM) to review it for consistency with the Guidelines. ▪ As part of the approval process, submission of the final BRM Plan to council for their endorsement and adoption.
Department of Fire and Emergency Services (DFES)	<ul style="list-style-type: none"> ▪ Participation in and contribution to the development and implementation of BRM Plans, as per their agency responsibilities as the Hazard Management Agency for fire. ▪ Support to local government through expert knowledge and advice in relation to the identification, prevention and treatment of bushfire risk. ▪ Facilitation of local government engagement with state and federal government agencies in the local planning process. ▪ Undertake treatment strategies, including prescribed burning on behalf of Department of Lands for Unmanaged Reserves and Unallocated Crown Land within gazetted town site boundaries.

³ Source: AS/NZS ISO 31000:2009, Figure 2, reproduced under SAI Global copyright Licence 1411-c083.

Stakeholder Name	Roles and Responsibilities
	<ul style="list-style-type: none"> ▪ In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders. ▪ Ensure bushfire risk is managed in accordance with AS/NZS ISO 31000 and reporting on the state of bushfire risk across Western Australia. ▪ Review BRM Plans for consistency with the Guidelines prior to final endorsement by council.
Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service (PWS)	<ul style="list-style-type: none"> ▪ Participation in and contribution to the development and implementation of BRM Plans. ▪ Providing advice for the identification of environmental assets that are vulnerable to fire and planning appropriate treatment strategies for their protection. ▪ As treatment manager, implementation of treatment strategies on department managed land and for Unmanaged Reserves (UMR) and Unallocated Crown Land (UCL) outside gazetted town site boundaries. ▪ In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders.
Other State and Federal Government Agencies	<ul style="list-style-type: none"> ▪ Assist the local government by providing information about their assets and current risk treatment programs. ▪ Participation in and contribution to the development and implementation of BRM Plans. ▪ As treatment manager (where applicable), identification and implementation of treatment strategies.
Public Utilities	<ul style="list-style-type: none"> ▪ Assist the local government by providing information about their assets and current risk treatment programs. ▪ Participation in and contribution to the development and implementation of BRM Plans. ▪ As treatment manager, implementation of treatment strategies.
Corporations and Private Landowners	<ul style="list-style-type: none"> ▪ Assist the local government by providing information about their assets and current risk treatment programs. ▪ Participation in and contribution to the development and implementation of BRM Plans and Treatment Schedules. ▪ As landowner/treatment manager, identification and implementation of treatment strategies.
Other Stakeholders	<ul style="list-style-type: none"> ▪ Participation in and contribution to the development and implementation of BRM Plans and Treatment Schedules. ▪ Providing advice for the identification of assets that are vulnerable to fire. ▪ Providing advice on appropriate treatment strategies for asset protection.

Table 1 – Roles and Responsibilities

2.2 Communication & Consultation

As indicated in Figure 2, communication and consultation throughout the risk management process is fundamental to the preparation of an effective BRM Plan. To ensure appropriate and effective communication occurred with relevant stakeholders in the development of the BRM Plan, a *Communication Strategy* was prepared. This is provided at **Appendix 1**.

3. Establishing the Context

3.1 Description of the Local Government and Community Context

3.1.1 Strategic and Corporate Framework

The Shire of Goomalling's vision is "To be a vibrant, prosperous and sustainable community living and working in a respectful, inclusive fair and equitable community"⁴ and the leadership statement is "We will continue to advocate on behalf of our community to position our Shire with key stakeholders that will support our success and growth. To act with honesty and integrity"⁵ A key element of this is ensuring that the bushfire risk is managed to reduce impacts on life, critical infrastructure and services as well as ensuring the preparation and resilience of communities to fire events.

The Shire of Goomalling's values are:

- Active, friendly and safe lifestyle environment
- To be approachable, fair-minded and responsive
- Lifestyle is informal and relaxed with a spirit of volunteerism
- Respectful, inclusive, fair and equitable
- Value people and places and the contribution they make to our community
- Strong sense of community and self determination
- Respond to the needs of the community in a fair and equitable way⁶

The Shires commitment to these values are reflected throughout this document and are contextualised against each of the key result areas discussed below.

The Shire's Key Strategic Themes which support the delivery of the Vision, Mission and Values outline the Shire's commitment to community safety, risk management and effective management of the environment and natural resources. The following key result areas, activities and objectives are identified as having direct relevance to the objectives of this BRM Plan:

Social: - Our community, neighbourhoods, recreation and culture

- We will provide services and infrastructure on an equitable basis which will retain and enhance our community values
- We will enhance our community through individual commitment, partnerships and community involvement to enhance our way of life. Our heritage assets are valued, protected and enhanced for future generations

Key Results - Social Theme;

- Strategy 1.4.2 – Provide, monitor and improve adequate bush fire protection provisions.
 - Outcome – Active and increasing mechanisms and activities to improve bush fire awareness and preparation
- Strategy 1.4.3 – Support provision of emergency services
 - Outcome – Provide confidence in the availability of emergency services
- Strategy 1.4.4 – Encourage, facilitate and support community participation in the volunteer fire, ambulance and emergency services
 - Outcome – A feeling of safety within our neighbourhoods and a sense of being looked out for.

⁴ Shire of Goomalling Strategic Community Plan 2019 - 2029

⁵ Shire of Goomalling Strategic Community Plan 2019 - 2029

⁶ Shire of Goomalling Strategic Community Plan 2019 - 2029

In the context of the BRM Plan, the Shire recognises and values the efforts and dedication of the members of the local volunteer emergency services brigades and is committed to providing the necessary support and resources to enable them to respond to bushfires as safely as possible

Economic

- We will promote growth by ensuring that the district is recognised as an attractive place to live, work and invest
- We will advocate on behalf of our community to position our Shire with key stakeholders that will support our success and growth
- We acknowledge that to maintain or grow we need to ensure services and infrastructure can be provided to meet local expectations
- An increase in our population and investment will also pave the way for better employment opportunities and help retain our youth

Key Results - Economic Theme;

- Strategy 2.1.1 – Maintain an efficient, safe and quality local road network
 - Outcome – Providing efficient, safe access and egress in the event of a bush fire
- Strategy 2.3.8 – Advocate with government and telecommunications providers to ensure the community benefits from advances in technology
 - Outcome – Best practice level of communications to ensure community and emergency service volunteers have efficient and reliable communications in all circumstances

In the context of this BRM Plan, the Shire of Goomalling is committed to ensuring land and infrastructure developments reflect best practice fire mitigation principles.

Environmental:

- We will continue to nurture a strong sense of stewardship amongst our residents, businesses and visitors of the natural environment. Our natural assets are valued and protected for future generations
- We will welcome tourists and will ensure everyone feels welcomed and inclusive whilst respecting the natural environment
- We will maintain our existing infrastructure and develop new infrastructure, so they are sustainable into the future

Key Results - Environmental Theme;

- Strategy 3.1.1 – Develop management strategies to minimise the impact of natural disasters, including fire and flood
 - Outcome – Give confidence to the community in the event of a disaster

In the context of this BRM Plan, the Shire of Goomalling is committed to addressing fire risks and working with stakeholders to reduce this risk and will do so in a way to minimise negative impacts upon the environment.

Civic Leadership: Our Council, services, policies and engagement

- We will continue to strive to be forward thinking, have strong representation and provide good leadership
- We will maximise our efforts and advocate to better represent our region's interests particularly in relation to our environment, as well as continuing to lobby for better services to support our community
- We will focus on continually improving our quality of service, we will work to leverage partnerships and better collaboration

- We will proactively communicate and acknowledge local feedback to ensure the services we deliver are representative of our community's needs

Key Results - Governance and Organisational Theme;

- Strategy 4.1.2 – Enhance open and interactive communication between council and the community
 - Outcome – The community is aware of council decisions and activities
- Strategy 4.1.3 – Promote and support community members' participation in the Shire's governance
 - Outcome – The community have a variety of opportunities to be involved and can make meaningful contributions to decision making⁷

In the context of this BRM Plan, the Shire of Goomalling is committed to engaging with the community and stakeholders on matters related to bushfire risk management and maintaining compliance with bushfire related legislation including the responsible expenditure of any mitigation grant funding.

The size of the Shire and available funding does not support a role specifically allocated to Emergency Management. It has been determined that this responsibility will be delegated by the Chief Executive Officer as appropriate. Table 2 reflects the functions and positions within the Shire of Goomalling critical to the successful achievement of the objectives of this BRM Plan.

Function	Roles
Shire of Goomalling Leadership Team	<ul style="list-style-type: none"> ▪ Oversight of the implementation, monitoring and review of the Bushfire Risk Management Plan ▪ Sourcing and approving funding and expenditure ▪ Monitoring the implementation of agreed treatments ▪ Liaison with key stakeholders ▪ Participation on Local Emergency Management Committee (LEMC) ▪ Management of the release of BRMS Plan and BRMS data
Person/s Tasked with Emergency Management within the Shire Administration Team	<ul style="list-style-type: none"> ▪ Develop and implement fuel management on Shire owned and managed land. ▪ Have oversight of fire management practices in the Shire and partner with others to improve these activities. ▪ In consultation, planning annual schedule of works ▪ Build knowledge and understanding of fire management practices within the community ▪ Participation on Bushfire Advisory Committee (BFAC) ▪ Support bushfire meetings and committees ▪ Oversee burning programs and support from local brigades ▪ Contributing to treatment planning ▪ Negotiating with stakeholders
Chief Bushfire Control Officer	<ul style="list-style-type: none"> ▪ Oversee burning programs and support from local brigades ▪ Contributing to treatment planning ▪ Negotiating with stakeholders ▪ Participation on Bushfire Advisory Committee (BFAC)

⁷ Shire of Goomalling Strategic Community Plan 2017 - 2027

Shire of Goomalling Works Department	<ul style="list-style-type: none"> ▪ Contributing to treatment planning ▪ Undertake planned works
Shire of Goomalling Town Planning	<ul style="list-style-type: none"> ▪ Ensure adherence to building codes and planning scheme
Shire of Goomalling Finance Department	<ul style="list-style-type: none"> ▪ Accessing and managing grants and funding

Table 2 – Functions/positions within Shire of Goomalling critical to this Bushfire Risk Management Plan

NOTE: Some functions outlined above may be fulfilled through the employment of contract personnel

The Shire’s Local Emergency Management Committee (LEMC) and Bushfire Advisory Committee (BFAC) are identified as key stakeholders in the development, implementation and review of the BRM Plan. Their input and advice are critical to the bushfire risk management process and will provide an important forum for consultation, joint-agency partnerships and the resolution of local issues affecting bushfire risk management. The Local Emergency Management Arrangements reflect bushfire as a high risk within the Shire of Goomalling.

The BRM Plan will assist by improving the community’s awareness of bushfire risk and planned treatment activities. Identification of treatment priorities will assist the Shire’s forward planning and budgeting for treatment activities related to bushfire risk within the BRM Plan area.

The Shire has a scheduled annual works program and proactively addresses risks identified on Shire managed land, within their budgetary constraints. An advantage of the Shire’s nature is that often councillors are involved in the local community including the Volunteer Bush Fire Brigades which has benefit being that considerations around bushfire preparedness, prevention, response and recovery are more readily embedded into the Shire’s daily business.

The following challenges have been identified for the Shire, all of which have the potential to impact the objectives of this BRM Plan, consequently special consideration should be given to these matters during the life of this plan:

- Climate change and impact on natural environment
- Extreme weather events
- Population decline
- Increased compliance requirements due to Government Policy and Legislation
- Changing community expectations in relation to service levels

The Shire has identified several priority areas that need to be considered in the bushfire risk planning processes both in the context of this BRM Plan and beyond. These include:

- Limitations of water with water pressure issues and long delays in turnaround times when refilling
- Bridges have been identified as a significant risk due to the replacement cost and the potential economic impact if transport routes are interrupted for extended periods. The Bridges in the Shire are predominantly timber construction
- Management of unallocated crown land (UCL) and unmanaged reserves (UMR) both within and outside town boundaries
- Management of reserves around the town boundary

- Vegetation in and around telecommunications and public utility infrastructure such as the communications towers, water pipeline, pumping station and the railway
- Road reserves, particularly as shire statistics reflect these are known fire ignition points

These priority areas have been identified from matters raised through corporate governance processes such as Council, Local Emergency Management Committee and local knowledge. The BRM planning processes looks at; the location of assets in relation to vegetation, the management of the vegetation, the vulnerability of assets, and their importance for the Shire’s response and recovery activities to determine the bush fire risk to these assets. The resulting BRM Plan risk ratings support show that these priority areas identified by the Shire are at high risk and need to be areas of focus. .

3.1.2 Location, Boundaries and Tenure

Goomalling is situated in the Central Wheat belt area of Western Australia, 132km north east of Perth. Goomalling is in the Avon Valley, about 30 minutes’ drive to Northam, Toodyay and Dowerin. The Shire covers an area of about 1845km² with a road network of 742kms servicing the town of Goomalling and the numerous rural properties.



Figure 3: The location of the Shire of Goomalling within the State of WA ⁸

The Shire of Goomalling includes the townsites of Goomalling, Konnongorring and Jennacubbine (see Figure 4) and the localities of Walyormouring, Karranagin, Ucarty West, Hulongine, Moomberkine, Rossmore, Cunjardine, and Wongamine.

⁸ Source: Shire of Goomalling Strategic Community Plan 2017 - 2027

Besides Goomalling the other two townsites have very few assets, namely one residence in each, a pub at Jennacubbine and part of a CBH Storage depot



Figure 4 The three Gazetted Town sites in Goomalling

The Shire of Goomalling borders the Shires of Toodyay, Victoria Plains, Wongan–Ballidu, Dowerin, Cunderdin and Northam and spans an area of 1845 square kilometres. Refer to *Figure 5* below:



Figure 5: Map reflecting the Shires adjoining the Shire of Goomalling⁹

UCL/UMR located within the townsites are managed by the Department of Fire and Emergency Services with UCL/UMR located outside of the townsites managed by the Department of Biodiversity, Conservation and Attractions (DBCA). These management arrangements result from a memorandum of understanding (MOU) with the WA Department of Lands.

Effective UCL/UMR Management within the Shire of Goomalling is necessary as UCL/UMR forms the rural-urban interface (RUI) and the vegetation on UCL/UMR is a significant driver of the Shires bushfire risk particularly in the township of Goomalling. A strong relationship has already been developed between the Shire, DFES and DBCA in recognition of the bushfire risk posed by UCL/UMR.

Figures 6 and 7 show the location of the UCL/UMR within the townsites of Jennacubbine and Goomalling respectively.

The majority of Land tenure in the Shire is privately held with most of that under crop. This inherently creates risk and possibly the largest risk in terms of bushfire as harvesting practices and subsequent burning of stubble are listed as the 4th and 3rd largest causes of ignition sources, reference table 6. This risk can best be mitigated by community education.

⁹ Source: DFES Bushfire Risk Management System



Figure 6: The location of UCL/UMR within the Townsite of Jennacubbine¹⁰

¹⁰ Source: DFES Bushfire Risk Management System



Figure 7: The location of UCL/UMR within the Townsite of Goomalling¹¹

3.1.3 Population and Demographics

In the past 5 years Goomalling has been rebuilding and revitalising its community which has resulted in a stable population base. Members of the community are immensely proud of their Shire, are positive, proactive, hard-working and willing to support each other and work together for the benefit of all. There is recognition that the future growth is dependent upon the ability to maintain a sense of place that is responsive to the local community. The ABS Statistics in figure 8 provides an overview of the current status within the Shire

As the town offers excellent medical, hospital, tourist, recreational, banking and local facilities and services it is expected that the population growth will remain stable in the coming years with more people moving off farming properties into town sites.

¹¹ Source: DFES Bushfire Risk Management System

Our Community

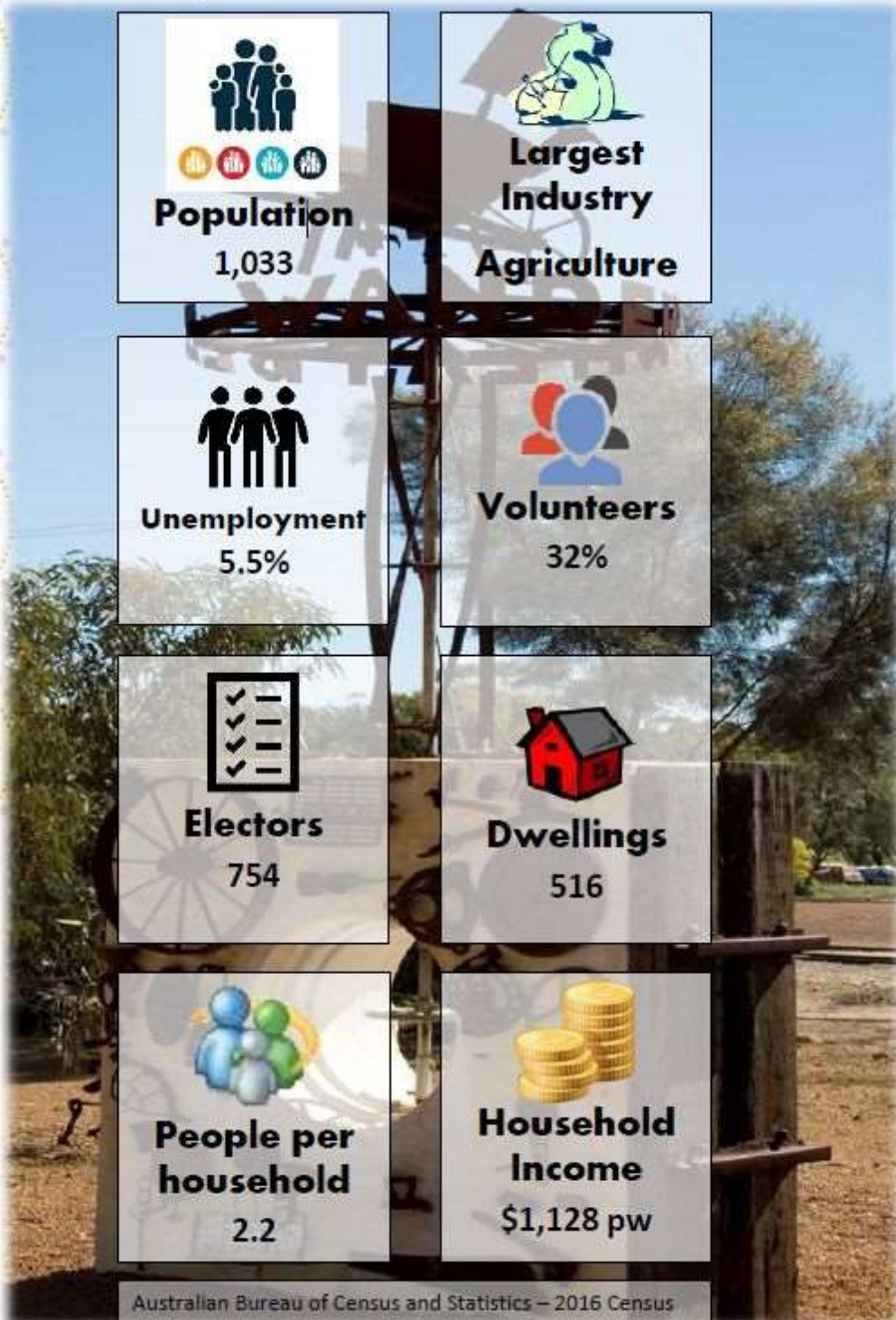


Figure 8: ABS Statistics at a glance for the Townsite of Goomalling¹²

¹² Source: ABS 2016

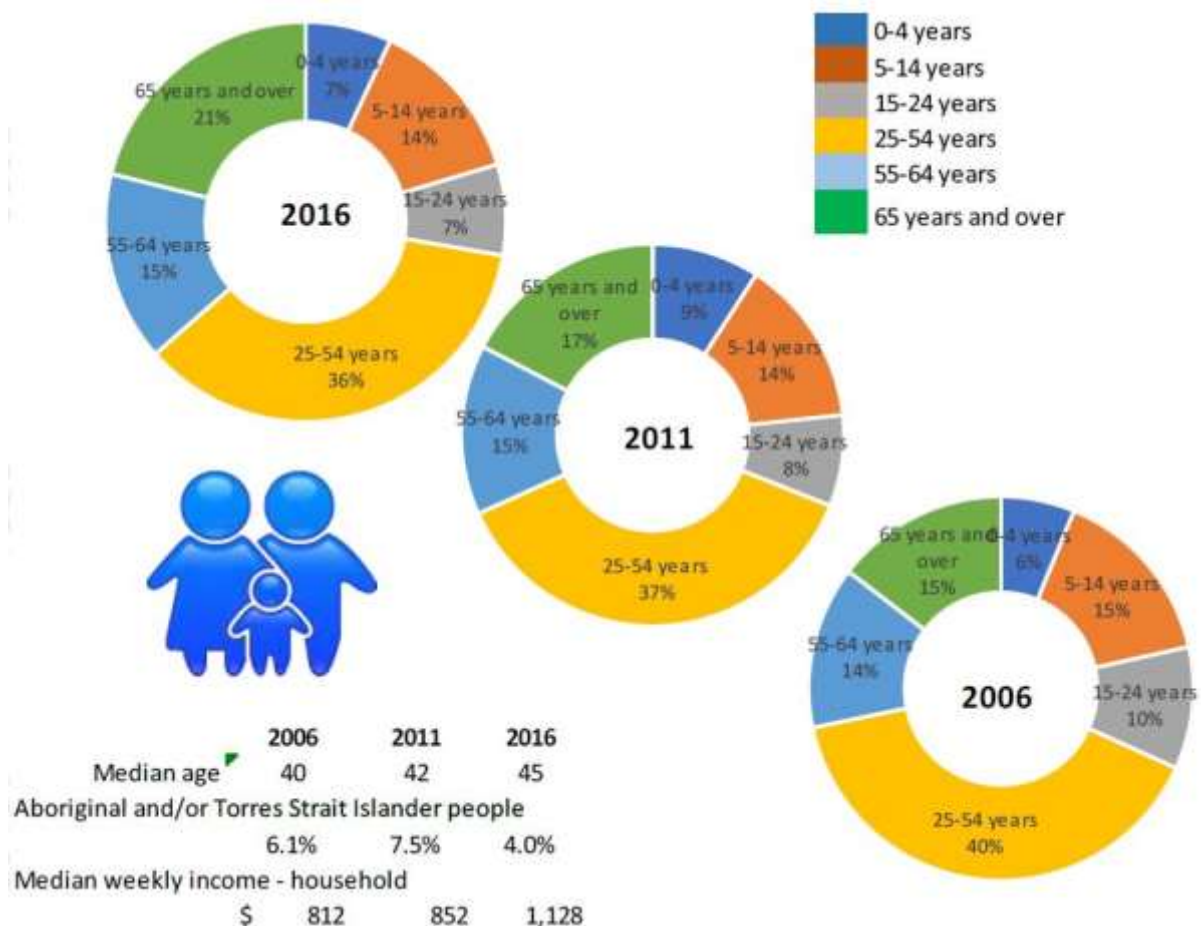


Figure 9: ABS Population Statistics at a glance for the Townsite of Goomalling¹³

Goomalling townsite has a population around 520. The remainder of the Shire’s population lives outside the town boundaries on farming and lifestyle properties.

Living in Goomalling, there is access to a wide range of sporting facilities, community service organisations and amenities. Schools provide education from Kindy to year 7. Goomalling has its own hospital, shopping and banking facilities. The proximity of the towns of Northam and Toodyay allows residents easy access to a larger variety of commercial options.

The largest age demographics, as reflected both in Figure 9 above and in *Table 3*, are people aged between 25 - 54. In 2016 just over 50% of the population were an available source of emergency services volunteers (between 25-64 years). However, the low population numbers overall mean limited access to bushfire volunteers particularly when considering the broad competing priorities associated with smaller rural communities. This is a key consideration for the Shire.

The statistics show low numbers of residents than the state average in the 15 - 29 age bracket, which is most likely the result of children leaving town for further education and/or employment. These residents often return to the community, or similar communities, when they have young families of their own, seeking a similar early life experience to what they enjoyed. This could explain the higher population in the 25 – 54+ age brackets.

¹³ Source: ABS 2016

The demographics of the Shire of Goomalling present a range of challenges for fire management. Forty one percent (41.3%) of the population are in vulnerable groups (under 14 or over 65) which require special consideration when planning around prevention, preparedness, response and recovery.

The higher-than-average population within the 0 – 14 age bracket indicates that a school-based awareness program may be of benefit for early engagement. Children can influence behaviour changes within families and increasing awareness within the school environment, could result in increased awareness throughout the community and support better outcomes for this vulnerable age group in the case of fire events.

The over 65 group accounts for approx. 21% of the population. Elderly people can be vulnerable in fire management, they might have reduced capacity to defend property or to protect themselves during a fire event and have additional needs should an evacuation be required. As a result, additional consideration for this group is essential to ensure that their needs are addressed in fire management planning, communications during events, community education and mitigation works. The Shire’s aged housing project has resulted in purpose built independent living units dedicated to the well-aged (those able to care for themselves and live independently) – thereby retaining the senior residents in Goomalling. Tailored advice should be considered during pre-fire season preparation as well as during fire events for this demographic.

In the 10 years between 2006-2016 the portion of the population over 65 years increased by 6%. This presents challenges for attraction and retention of residents to volunteer roles, particularly physical roles such as volunteer fire fighting, which then impacts succession planning within the emergency services volunteer brigades. This is key in future planning for the Shire’s ability to respond to unplanned fires as well as to support mitigation activities.

Age	Goomalling (\$)	%	Western Australia	%	Australia	%
Median age	45	--	38	--	38	--
0-4 years	72	6.9	161,727	6.5	1,464,779	6.3
5-9 years	78	7.5	164,163	6.6	1,502,646	6.4
10-14 years	61	5.9	150,806	6.1	1,397,183	6.0
15-19 years	42	4.1	149,997	6.1	1,421,595	6.1
20-24 years	34	3.3	180,332	6.5	1,586,793	6.7
25-29 years	35	3.4	184,909	7.5	1,664,602	7.1
30-34 years	72	6.9	194,267	7.9	1,703,847	7.3
35-39 years	66	5.4	173,041	7.0	1,561,679	6.7
40-44 years	61	5.9	171,996	7.0	1,583,257	6.8
45-49 years	63	6.0	172,520	7.0	1,581,455	6.8
50-54 years	64	6.2	162,430	6.6	1,523,551	6.5
55-59 years	61	7.8	149,899	6.1	1,454,332	6.2
60-64 years	78	7.5	132,145	5.3	1,299,397	5.6
65-69 years	74	7.1	116,755	4.7	1,188,999	5.1
70-74 years	47	4.5	82,911	3.4	887,716	3.8
75-79 years	46	4.4	61,509	2.5	652,657	2.8
80-84 years	25	2.4	42,590	1.7	460,549	2.0
85 years and over	27	2.6	42,420	1.7	486,842	2.1

The median age of people in Goomalling (S) (Local Government Areas) was 45 years. Children aged 0 - 14 years made up 20.4% of the population and people aged 65 years and over made up 21.1% of the population.

Table 3: Population within the Shire of Goomalling by Age¹⁴

The Shire of Goomalling also plays host to recreational visitors year-round as well as itinerant workers largely employed in the agricultural industry during the peak seeding, harvesting and shearing seasons, typically from September to April, which covers the fire season. Some of the challenges associated with recreational visitors and itinerant workers, in the context of bushfire management, include:

- They are often not connected to local networks so do not have ready access to information shared via this means or may not monitor local social media

¹⁴ Source: Shire of Goomalling Strategic Community Plan 2017 - 2027

- They may not understand the risk associated with bushfires which may result in actions such as lighting campfires in restricted periods or not managing campfires appropriately
- Not being familiar with road networks which may impede evacuation attempts

There is an opportunity to plan targeted community education focused on these groups and the Shire will consider this where practicable.

The Shire is proactive in sharing emergency prevention, preparation, response and recovery related information using the Shire’s Facebook page and website.

3.1.4 Economic Activities and Industry

Goomalling is highly dependent upon the agriculture industry. The industrialisation of agriculture, uncertain weather conditions, opening of global markets and declining terms of trade have been major factors impacting on farm production. This has had implications for businesses dependent on farms for their main source of income and has had a negative economic impact on the Goomalling town and surrounding districts.

Another factor has been the increasing mobility of its community as they have been able to extend the distance range for shopping and access to government services. With modern transport Goomalling is also very accessible to Midland, which has a very diverse retail and business service environment.

Agriculture and associated fields account for most of the employment in the shire. This is reflected in *Table 4*. The agricultural industry is known to be impacted by fire events through both physical loss and post fire impacts such as soil erosion, and as such this is a significant consideration for the Shire’s fire management planning. The Shires Fire Break notice contains specific requirements related to agricultural operations.

Industry of employment, top responses Employed people aged 15 years and over	Goomalling (\$)	%	Western Australia	%	Australia	%
Grain-Sheep or Grain-Beef Cattle Farming	62	15.7	4,107	0.4	15,056	0.1
Other Grain Growing	52	13.2	4,000	0.3	19,053	0.2
Local Government Administration	27	6.8	16,526	1.4	142,724	1.3
Primary Education	23	5.8	29,883	2.6	231,196	2.2
Hospitals (except Psychiatric Hospitals)	14	3.5	41,706	3.6	411,808	3.9

Table 4: Table reflecting the main Employment Industries ¹⁵

The economy of the Shire of Goomalling is based around the agricultural industry with grains, sheep and cattle farming the main activities. Wheat 67%, Barley 16%, Canola 7% and Hay 6.5% account for the predominance of cropping activities represented as a percentage of total tonnage produced within the Shire. Livestock by numbers are, Sheep 65,135, Pigs 1,020, and Cattle 800. (Source ABS 2016)

Although burning of stubble is still the predominant/preferred activity some farms are now retaining stubble post-harvest to reduce soil erosion which maintains a combustible ground cover. These changes in practice change the landscape fire risk with higher probability of fires which travel further due to fewer low fuel areas. Recent fires in the Shire of Katanning (February 2020) on similar agriculturally focused land tenure to that found in the Shire of Goomalling, highlighted potential economic impacts such as:

- The loss of topsoil can reduce the soil conditioning and may take years for the soil quality to return to the pre-fire condition.

¹⁵ Source: ABS Census 2016

- This in turn can impact
 - quality of future crops
 - increased operational costs
- The potential loss of even one farm may have long term significant economic and social costs to the Shire through families leaving the shire which in turn can impact local businesses through loss of customer base as well as the number of people available to volunteering.

Understanding the impacts of fires in the agriculturally landscape is important for the Shire and they will continue to work with others to ensure lessons learnt in other areas can be applied.

The Shire of Goomalling has the tier 2 railway line running north-south through the centre of the Shire and the Goomalling West Merredin Railway running from the townsite East. The Northam-Pithara Road runs North South through the centre of the Shire with other supplementary roads being the Toodyay-Goomalling Road, the Calingiri-Goomalling Road and Goomalling-Wyalkatchem Road.

Transport links, both rail and road, are key economic drivers of agricultural industries, as well as known fire ignition points. These transport routes pose a definite risk to the Shire. The Australian Rail Corporation (ARC), through their own internal bushfire risk management project, have undertaken some fire mitigation work along their rail infrastructure. The Shire will continue to partner with road and rail managers to ensure high risk areas are communicated and treated.

3.2 Description of the Environment and Bushfire Context

3.2.1 Topography and Landscape Features

Physically, the Shire is characterised by chains of salt lakes and clay pans, relatively flat to undulating topography interspersed with granite outcropping many of which feature important Gnamma Holes. Cleared cropping land accounts for almost 90% of the area and a mere 6% of remnant native vegetation of varying quality remains. This includes remnants situated on private and reserve land.

With land clearing for crops being extensive and contiguous this creates the potential for a fast-running crop fire, as experienced in the Esperance fires of 2019. Mitigating this risk is complex but starts with making property owners aware of the risk and providing assistance in how these large paddocks can better be protected.

Both the East and North Mortlock River run through the Shire and drain into the Avon River near Northam. However, these ancient paleo-channels will only flow after extreme rain fall as in the case of cyclonic weather events. Certain river pools retain water over summer and provide important refuges for water birds. An example can be seen where the Toodyay-Goomalling Road crosses the North Mortlock River.

Topography contributes to bushfire risk by influencing fire rate of spread (ROS) (and therefore intensity), impeding access for suppression resources and limiting options for fuel reduction, as inappropriate removal of vegetation can lead to erosion and other issues. The influence topography has on bushfire risk is considered in relation to its effect on treatment and response access, and as a variable in predicting the potential fire behaviour assets may be exposed to, including the likelihood of significant ember attack. Granite outcrops are common throughout the Shire. Rock outcrops can restrict and, in some cases, prevent access by fire appliances. In areas where the rocky formations prevent ground based firefighting, direct attack of a fire is limited to aerial response or waiting until the fire reaches an area of suitable topography for ground crews to access. This may greatly increase the time taken for fire to be suppressed, which can allow fires to grow, resulting larger, more destructive fires often with higher intensities and rates of spread. While these land formations can present challenges when installing firebreaks, the issue highlights the need for fuels to be broken up

across the landscape using a range of suitable and sustainable strategies that provide low fuel buffers and firebreaks for use in fire suppression and mitigation.

Salt Lakes are important feature in the shire as they act as a natural fire break due to their naturally low fuel levels. This can support fire fighters in controlling fires.

The Shire of Goomalling has plenty of wide-open agricultural spaces as well as parks, playgrounds and nature reserves, including [Oak Park](#) which is important in maintaining biodiversity in our region. Thousands of trees get planted each year in the Shire of Goomalling and there are groups working to improve and protect our soil, farms and natural environment; the Gabby Quoi Quoi Catchment Group's past achievements are a shining example of this work.

3.2.2 Climate and Bushfire Season

The climate of the Shire is described as semi-arid, with a warm, dry, Mediterranean climate. It has seven to eight dry months each year with an annual average rainfall of 335 millimetres calculated over the past 19 years. Seasonal changes in temperature, rainfall and wind direction are marked and more extreme than coastal areas of the south-west.¹⁶

The following weather statistics were obtained from the Dept of Primary Industries and Regional Development, Agriculture and Food web site. The closest weather station, with consistently recorded data, is Wongan Hills, 50 kms NNW from the Goomalling town site. The Wongan Hills Station has been used to provide the following data.

Bushfire threat is typically associated with very hot (above average temperatures), dry (less than 20% humidity) and windy (above 12 – 15 Km per hour) conditions. *Table 5* shows that the Shire of Goomalling can experience these conditions during October to April inclusive. The practice of stubble burning is still common in Goomalling during the late summer to autumn period which can result in break out and re-ignition fires that often carry into areas of native vegetation and threaten assets. Summer storm events and associated dry lightning strikes regularly ignite fires. The wettest months are May through August when about 52% of the annual rainfall occurs. Weather is the primary influencer on fire activity in the Shire¹⁷. The current and forecast weather conditions need to be a significant consideration when planning both mitigation and response activities.

¹⁶ Source: weather.agric.wa.gov.au/station/WH

¹⁷ Source: *The Burning Issue: Climate Change and the Australian Bushfire Threat* www.climatecouncil.org.au

Month	Min temp °C	Max temp °C	Avg temp °C	Min RH %	Max RH %	Rain mm	Wind AvgSpeed @3m	Wind MaxSpeed @3m	Wind MaxCompassPoint @3m	Wind MaxTime @3m
Aug-20	4	18.7	9.9	38.4	100	12.4	8	59	WSW	3/08/2020 12:43
Jul-20	2.1	24.5	11.7	15.7	100	30.2	8	65	WSW	17/07/2020 13:58
Jun-20	4.5	26.5	13.8	14.7	100	46.2	8	59	WNW	17/06/2020 12:31
May-20	4.8	30.1	14.5	9.2	100	41.4	11	65	N	24/05/2020 11:22
Apr-20	5.7	37.7	20.1	10.1	100	11	10	44	E	19/04/2020 11:24
Mar-20	10.7	38.3	22.8	11.2	100	7.4	12	54	E	2/03/2020 6:57
Feb-20	13.2	43	25.8	8.9	100	70.8	15	76	SE	24/02/2020 15:39
Jan-20	10.9	45.1	25.5	6.7	96.1	0.2	13	60	ESE	10/01/2020 13:17
Dec-19	10.4	43.1	26.9	4.2	98.2	2.4	12	64	NNE	25/12/2019 13:28
Nov-19	6.1	43.1	22.7	6	100	3.4	13	60	SW	20/11/2019 11:53
Oct-19	6.2	36.4	18.1	6	100	20.6	10	70	WNW	4/10/2019 15:42
Sep-19	-0.4	32	15.5	7.2	100	5.8	8	58	WNW	1/09/2019 13:32
Aug-19	1.6	28.9	11.9	12.6	100	45.2	9	55	NW	29/08/2019 11:36

Table 5 – 2019 Climatic Conditions for the Shire of Goomalling¹⁸

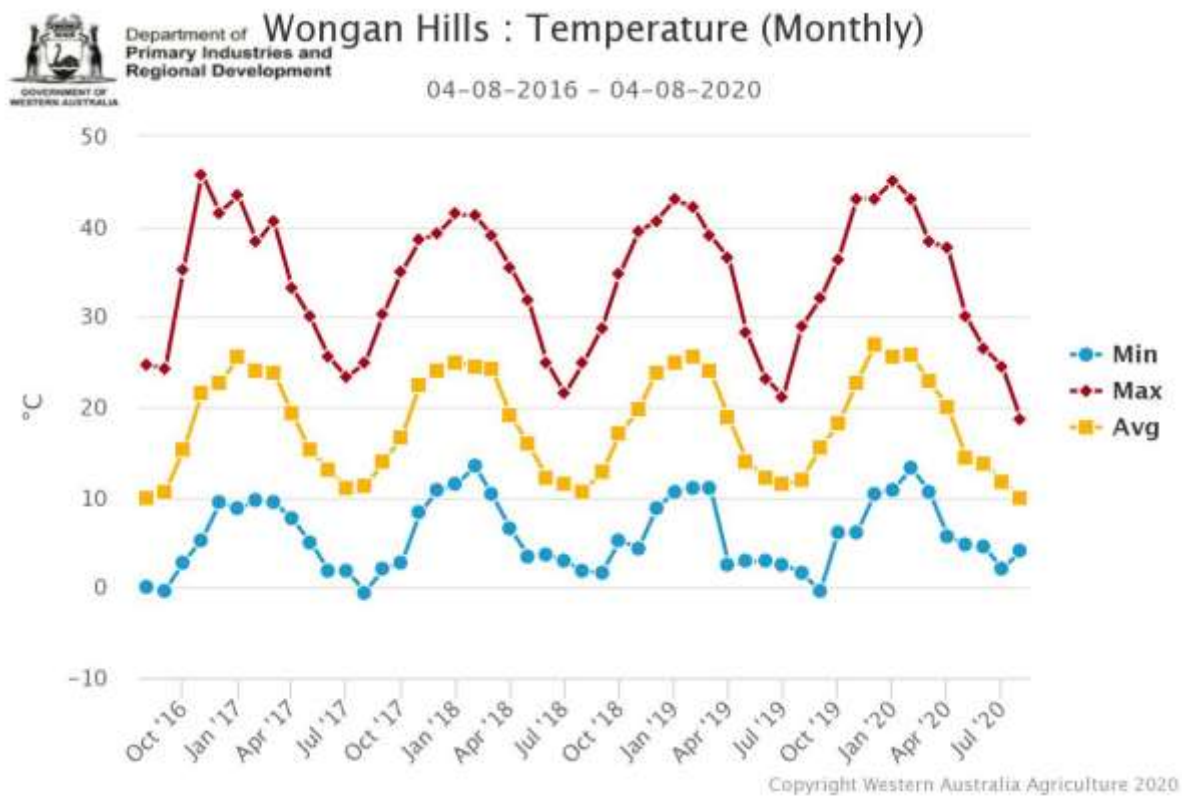


Figure 8: Graph depicting the mean maximum and minimum monthly temperature over the period 2016 to 2020.¹⁹

¹⁸ Source: weather.agric.wa.gov.au/station/WH

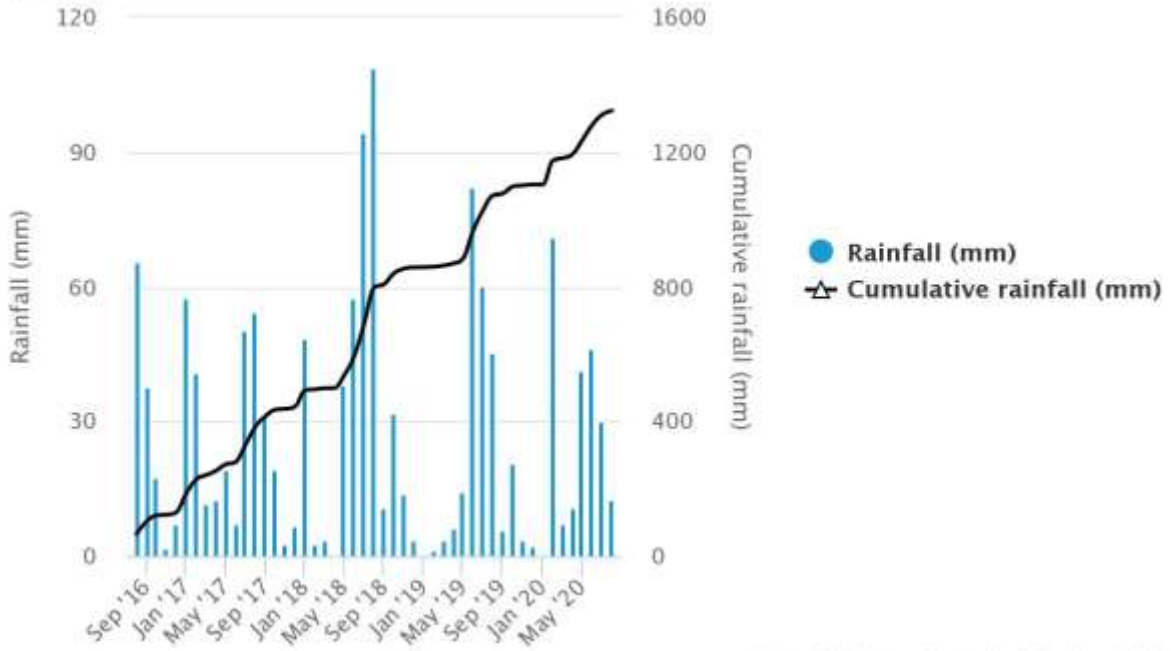
¹⁹ Source: weather.agric.wa.gov.au/station/WH



Department of Primary Industries and Regional Development

Wongan Hills : Rainfall (Monthly)

04-08-2016 - 04-08-2020



Copyright Western Australia Agriculture 2020

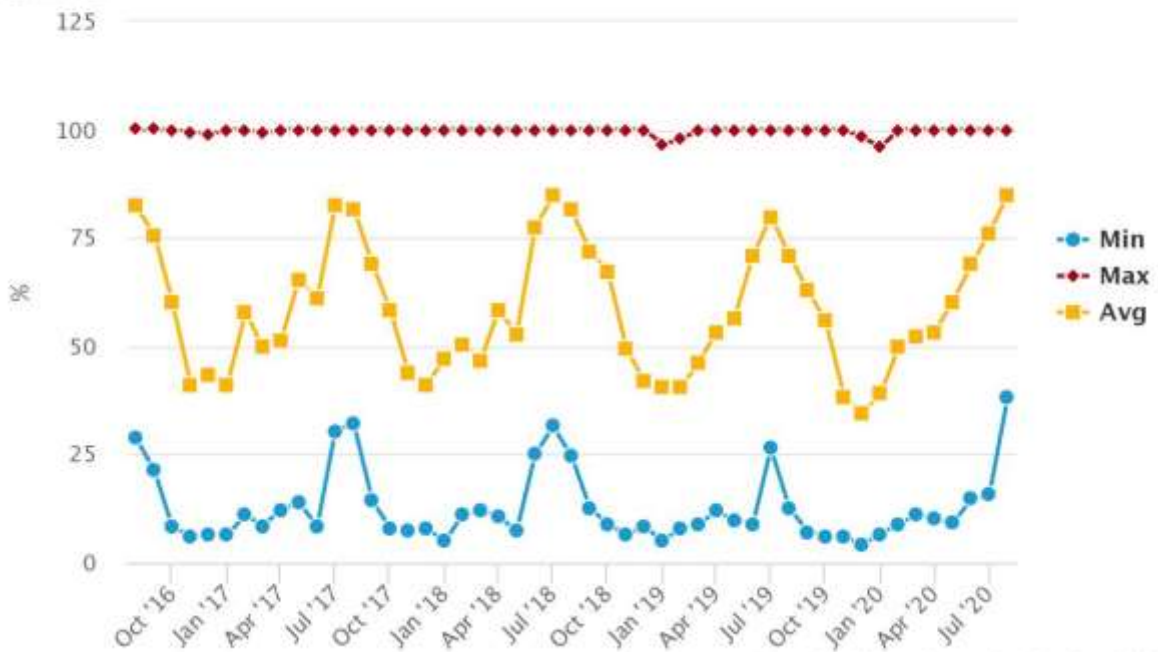
Figure 10: Graph depicting the mean rainfall between 2016 and 2020²⁰



Department of Primary Industries and Regional Development

Wongan Hills : Humidity (Monthly)

04-08-2016 - 04-08-2020



Copyright Western Australia Agriculture 2020

²⁰ Source: weather.agric.wa.gov.au/station/WH

Figure 11: Graph depicting the relative humidity for year 2016 to 2020²¹

Wind Direction and Speed

The following diagram (Figure 11) is a wind rose covering a four-year period 2016 – 2020 reflecting the prevailing winds for the Shire of Goomalling, show prevailing winds predominantly from the West South West (WSW), to West North West (WNW) and to a lesser extent the East South East (ESE).

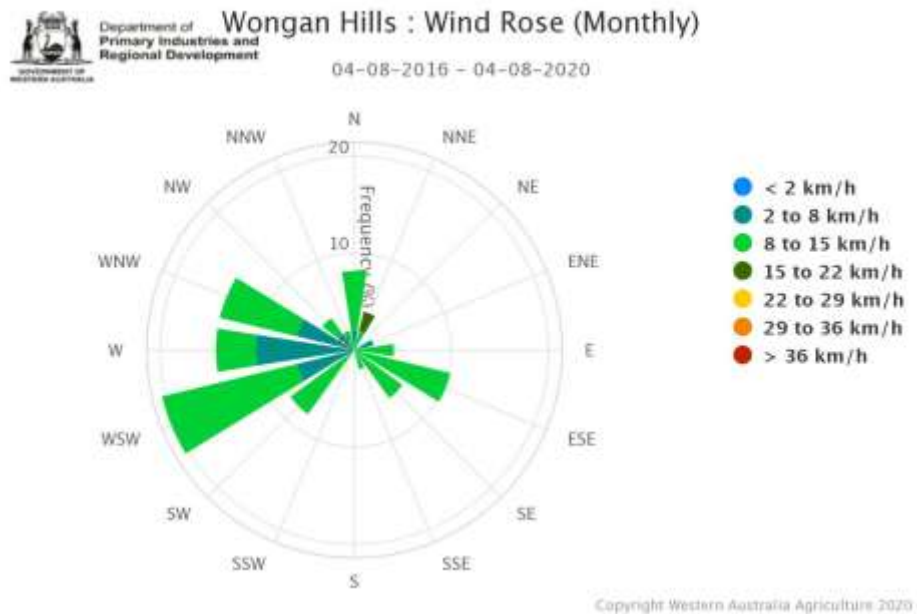


Figure 12: Wind rose reflecting predominant winds and wind speeds over the period 2016 to 2020

The following diagrams (figure 12) look at prevailing winds in the context of the hotter months corresponding with the peak of the fire season – October 1st to March 31st. These wind roses also indicate winds predominantly either from the East South East to South East or, South West to the West South West.

²¹ Source: weather.agric.wa.gov.au/station/WH

Wongan Hills Wind Rose for 2016/17 – 2019/20 during Fire Season – October 1st to March 31st

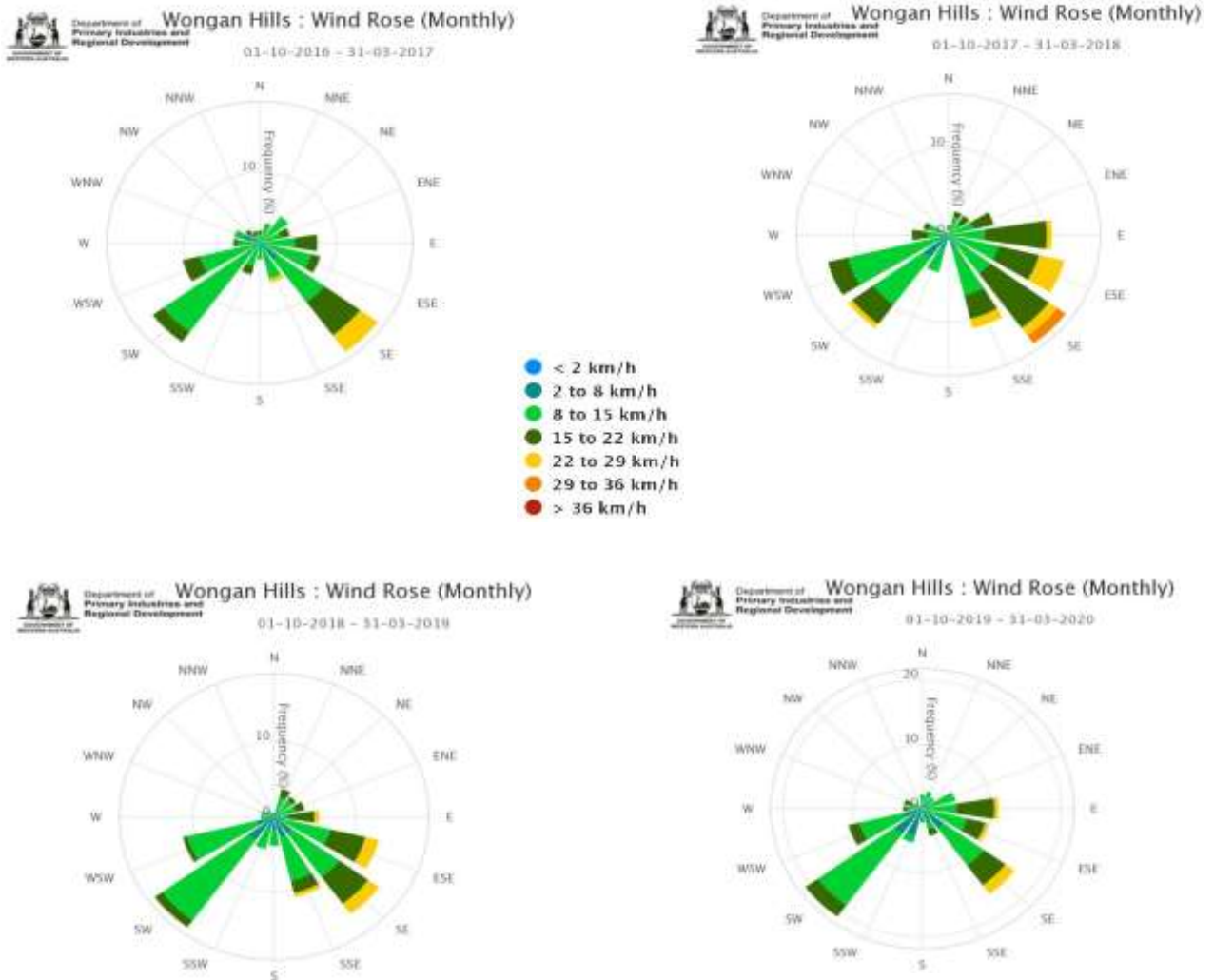


Figure 13: Wind Rose during the known hottest months (October 1st to March 31st) for the years 2016 to 2020 taken from the Dept of Agriculture Weather Station.²²

Grassland fires can be particularly susceptible to the effects of wind and wind changes. Prevailing winds are a significant consideration in relation to both operational response as well as determining effective mitigation treatments for the protection of assets.

3.2.3 Vegetation

Clearing for agriculture has taken place mainly on the alluvial soils of the slopes and valleys. The area is dominated by agricultural land use and the natural vegetation has been extensively cleared. This area presents a significant bushfire hazard, especially during harvest season (November to March) when harvesting activities have the greatest potential to ignite a fire and crops are cured. Fortunately, the landscape in these areas is gently undulating with broad fields and scattered remnants on the periphery, making access for firefighting appliances easier.

The clearing for agriculture commenced in the Shire during late 1900's but the extensive broad scale removal of native vegetation was conducted mostly post the Second World War. The logging of Wandoo timber for railway sleepers contributed to the destruction of pre-existing eucalypt woodlands

²² Source: weather.agric.wa.gov.au/station/WH

which included Morrel, Gimlet, Salmon and York Gum. Removal of these deep-rooted trees resulted in the rising of water tables causing salination and water logging that gradually rendered much of the cleared land degraded and unproductive. Vast areas of dead trees and bare ground can be seen around wetlands and depressions where rising salt levels have killed the vegetation. Goomalling is classed as one of the six most salt affected Shires in the Wheatbelt (Weaver 1999).

In response to the “salinity crisis” Goomalling Shire has seen the formation of several active land care/catchment community groups. Environmental restoration through major revegetation, stock exclusion and erosion control projects has helped mitigate some of the negative impacts of earlier clearing in sub-catchment zones. One broad acre farmer in the Shire has implemented covenanting of large areas of his property to ensure its perpetual preservation and protection in an award-winning conservation initiative.

The infestation of introduced weeds has further exacerbated rapid bio-diversity decline. Over 50 weed species have been recorded and they occur in roadsides, crop lands, public areas and reserves. In order to control weeds in crops farmers apply herbicide which further adds to the decline of remnant and roadside vegetation due to spray drift. The development of new farming technologies and the ever-increasing size of farming equipment has prompted most farmers to clear large paddock trees. These stately trees were once an iconic part of the Wheatbelt scene and provided important biological steppingstones. Roadside vegetation that formed beneficial wildlife habitat and corridors and was promoted as tourist attractions for wildflower viewing and are now often completely cleared in the name of road safety.

The high numbers of feral animals in the landscape, especially foxes and cats have contributed significantly to the extinction of small, native mammals and several species of birds. Goomalling’s slogan is “Place of the Possum” a species which has not been recorded in the Shire for several decades. Rabbit numbers are relatively high and impact significantly on both native vegetation and crop plants. Erosion issues due to both broad scale and linear clearing along with over grazing are prevalent.

Reserve land can be found within the Goomalling town site area and 15 kilometres north of the town is a Shire managed reserve called Oak Park. This reserve comprises 149 hectares of remnant native vegetation. Oak Park is named for the Swamp She-oaks (*Casuarina obesa*) in the area. Picnic facilities and interpretive signage can be found at the reserve and in the wildflower season this is a popular place for visitors. Oak Park is of significant conservation value as it provides habitat for native animals and examples of the original flora. Oak Park reserve contains eight different vegetation types and 235 different native plants including five priority species. Just south-west of Oak Park lies the Lake Walyormouring Nature Reserve. For these reasons specific measures need to be taken to mitigate the occurrence and intensity of any bushfire in these areas.

Orchids

A variety of unique and beautiful orchids, as well as other wildflowers, bloom in Goomalling from July to September each year.

There are a range of 'hot spots' in Goomalling with those endangered species being registered with DBCA

Biodiversity

Goomalling is within one of the World's Biodiversity Hotspots (the richest and most threatened reservoirs of plant and animal life on Earth) and within one of [Australia's 15 National Biodiversity Hotspots](#).

Since settlement around Goomalling started in the 19th century, around 95% of the land has been cleared for agriculture. Local nature reserves such as Oak Park and the Salmon Gum Way reserve are vital in providing habitats to protect our local biodiversity. These areas require special attention in terms of Fire Mitigation due to the scarcity of these types of outcrops.

Throughout the remnant vegetation and specifically on the corner of Throssell St and Salmon Gum Way, you may find a burrow of one of the threatened trapdoor spiders of the Avon Valley region, or one of the few Koomal possums left in the 'Place of Possums'.

Oak Park Nature Reserve

Oak Park Reserve comprises 149 hectares of remnant native vegetation, such as daisies, orchids and grasses, providing habitat for native animals like the short-beaked echidna.

To its south-west lies the **Lake Walyormouring Nature Reserve** – one of the wetlands that continues to support some of the most diverse communities of flora and fauna in the Wheatbelt.

The 3km Oak Park **walk trail** winds through the reserve in two loops which both start at the picnic area. The signs along the trail will tell you about the wetlands, granite outcrops and bush that you pass. The signs also provide information about the lives of the traditional owners of the land, the Balardong people, as well as the settlers who arrived from 1899.

Granite outcrops support a variety of flora and fauna in a fragile ecosystem. Pools of freshwater found on granite outcrops are an important resource for animals and birds and they also provide a habitat for aquatic invertebrates like the fairy shrimp. These areas although not significant in total area, require careful attention when accessing these areas to extinguish a fire.

Another important feature at Oak Park are the **Gnammas holes**. The origin and development of gnammas is not known with any certainty but it is thought that they were initially formed through weathering of faults in granite which Aboriginal people then enlarged by using fire. Gnammas can vary in depth from a few centimetres up to 10 metres and their maintenance was of prime importance to Aboriginal people who relied on the water contained in them for their survival. The Balardong freely shared their knowledge of the land and the location of gnammas and springs with explorers.

As the remnant vegetation throughout the Shire is so threatened special attention is needed to be applied to limit its exposure to bushfire or damage from inappropriate fire regime, this will be addressed via recommended treatments.

3.2.4 Bushfire Frequency and Causes of Ignition

DFES records show that from 1/07/2015 – 30/06/2020, a total of 50 incidents were reported in the Shire of Goomalling, reflecting on average 10 per year. The “Unreported” classification is fires for which the ignition source was not provided this can mean incomplete information or unknown source of ignition. The Shire will work with DFES to provide education of local fire management personnel encouraging them to provide full information. This can be done through pre-fire season briefings and other training activities and will help to ensure increased accuracy of reportable incidents.



All Bushfires
LGA of GOOMALLING (S)
from 01/07/2015 to 30/06/2020

A Bushfire is considered to be any vegetation fire (bush, grass, scrub, forest): of any size.

Bushfires Summary of Ignition

Total for the Shire of Goomalling

	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	Total
Total Number of Bushfires:	6	17	6	9	12	50
Burn off fires	0	3	0	3	3	9
Cigarette	0	1	1	1	0	3
Human Error (Left on, knock over, unattended etc.)	0	0	0	0	1	1
Power lines	0	0	0	1	1	2
Reignition of previous fire	0	1	1	0	0	2
Suspicious/Deliberate	0	1	0	0	0	1
Undetermined	1	0	0	0	0	1
Unreported	1	7	1	1	3	13
Vehicles (incl. Farming Equipment/Activities)	0	1	2	1	3	7
Weather Conditions - Lightning	4	3	1	2	1	11

Table 6 – Reported landscape fires in the Shire of Goomalling 2015 – 2019²³

On review of the above ignition data it is indicated that “Unreported” ignitions are the most frequent cause of bushfire within the Shire as detailed above this is a work in progress. “Lightning - Strikes” account for the second highest cause and Local fire personnel make use of new technology such as phone apps (Lightening Tracker) to monitor lightning strikes and forward deploy personnel to conduct ‘on group’ checks. Bureau of Meteorology Weather Warnings are also widely circulated to fire personnel. “Burn offs” account for the next area of concern followed closely by “Vehicles” which includes “Agricultural” related vehicle fires, these challenges prevalent in many agricultural shires. The Shire works to address this risk with the use of council bylaws and the Harvest and Vehicle Movement Ban powers (see the Harvest and Vehicle Movement Bans section below).

The distribution of fires, as shown in *Figure 13*, reflects that apart from a small concentration of ignition sources within the Goomalling Townsite, fires generally are not concentrated in any one area of the Shire. This presents a challenge for the shire as migration works need to be widely distributed and able to provide benefit in a diverse range of ignition locations and fire paths.

²³ Source: Department of Fire and Emergency Services

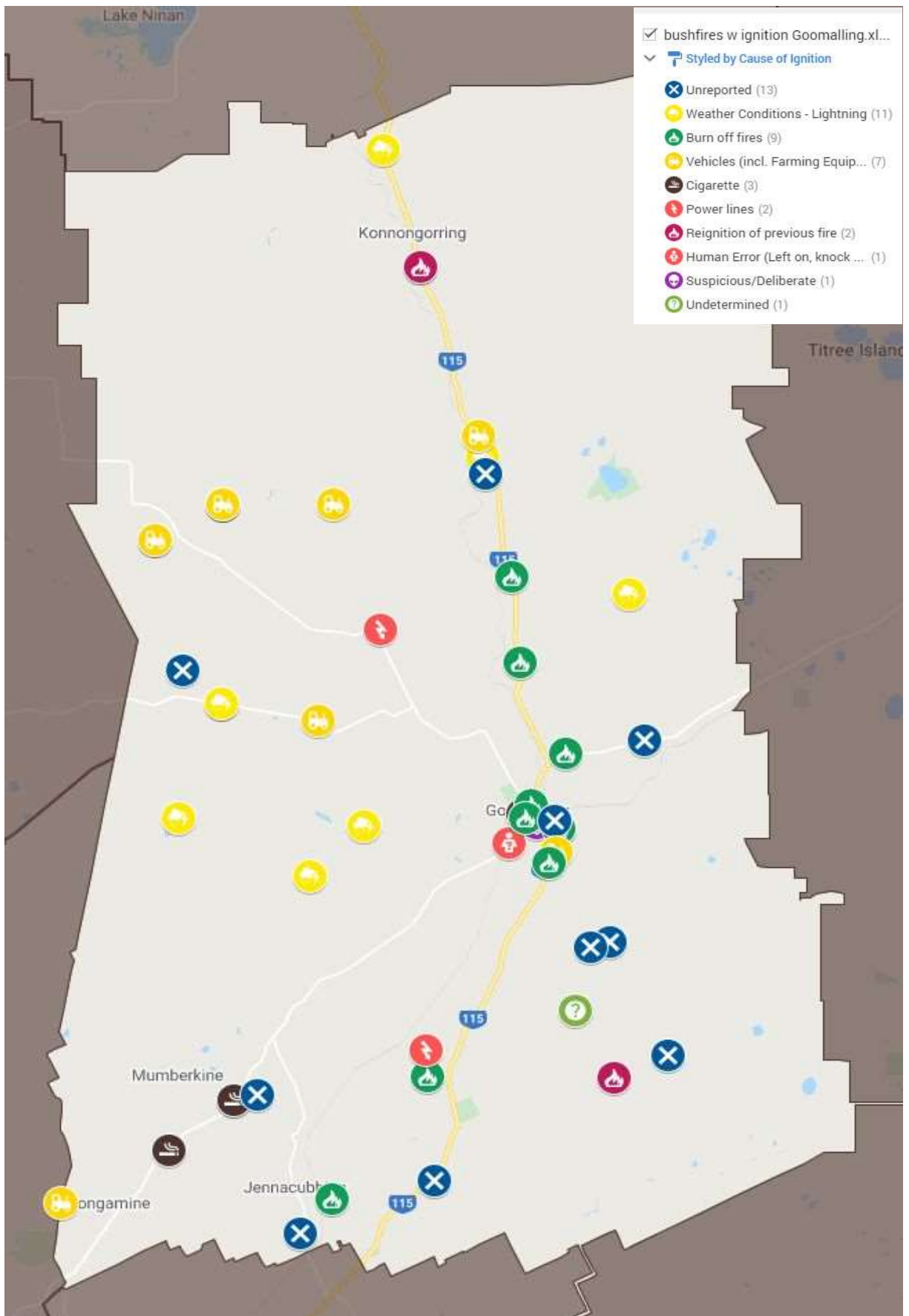


Figure 14 - Map reflecting the location of recorded fires within the Shire of Goomalling²⁴

²⁴ Source: Department of Fire and Emergency Services

3.2.5 Current Bushfire Management Activities

Bushfire Control Activities

The *Bush Fires Act 1954*, sections 17 and 18, provides for the ‘declaration and gazettal’ of Prohibited and Restricted Burning Times as well as the ability to adjust burning times to suit changing weather conditions.

The Shire of Goomalling Restricted and Prohibited Burning times are as follows, subject to possible variation depending on each bushfire season with the Shire also imposing a no burning restriction (during fire season) on Sundays and Public Holidays:

- 19th September to 31st October: Restricted (permits required)
- 1st November to 14th February: Prohibited
- 15th February to 29th March: Restricted (permits required)²⁵

Goomalling has three Volunteer Bush Fire Brigades and one Volunteer Fire & Rescue Service brigade with appliances strategically positioned throughout the Shire. Collectively, these brigades house one 4.4 appliance, one 3.4 appliances, which is the Fire & Rescue tanker, one 2.4 appliance, two Light tankers (one is a Fire & Rescue appliance) and a VFRS Rescue Trailer. Initial suppression is supported for throughout the farming areas of the Shire by local farmer response units. Private appliances range from 500L slip on water units to various sized water carters. It is a common perception by communities that firefighting resources will be readily available to respond to calls for assistance during significant fire events. When resources are committed it is vital that the community have adequately prepared their properties and enacted their bushfire plans, as the demand for assistance can quickly exceed the capacity of available resources.

As part of the Shire’s existing fire mitigation they undertake an ongoing fuel management maintenance program which includes roadside spraying, tree trimming and shoulder grading in the Shire managed road reserves.

Bushfire Prone Mapping

The intent of the WA Government’s *Bushfire Prone Planning Policy* is to implement effective risk-based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.²⁶ The *State Planning Policy 3.7 – Planning for Bushfire Prone Areas* ensures bushfire risk is given due consideration in all future planning and development decisions. As the policy does not apply retrospectively and focuses on individual developments and buildings, the BRM Plan focuses on identifying existing bushfire risk and establishing an effective treatment plan to manage unacceptable community risks.

Broad-scale mapping of bushfire prone areas within the Shire of Goomalling indicates that large parts of the district are bushfire prone. This is reflected in *Figure 14*.

²⁵ Source: *Shire of Goomalling Bush Fire Notice 2019/2020*

²⁶ Source: *State Planning Policy 3.7 – Planning in Bushfire Prone Areas*

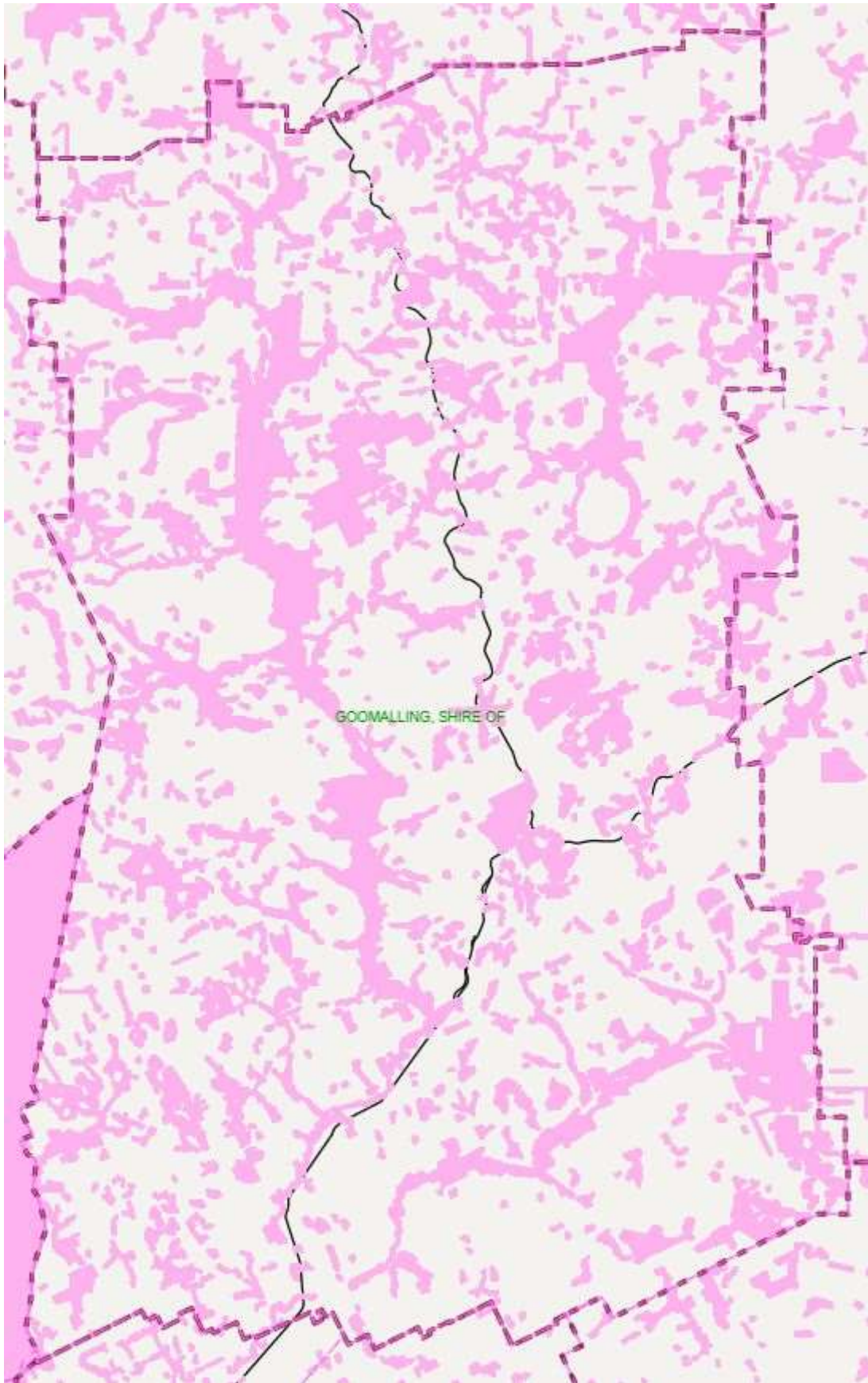


Figure 15: Map reflecting Bushfire Prone areas within the Shire of Goomalling as at August 2020²⁷

²⁷ Source: BRMS Mapping - DFES

Harvest and Vehicle Movement Bans

In recognising the significance of agricultural activities in the Shire, and to reduce the risk of crop related bushfires; the Shire has controls in place pursuant to the *Bush Fires Regulations 1954*. These controls are reviewed annually by the Bushfire Advisory Committee (BFAC). One such control is the issuing of Harvest and Vehicle Movement Bans. The Shire can issue Harvest and Vehicle Movement Bans under *Bush Fires Regulations 1954 Section 38A, 38B, 38C and/or Section 24C* to restrict the use of vehicles and machinery that have an increased risk of igniting a fire on days when weather conditions are considered unfavourable. Bans are generally issued because of the risk posed by agricultural practices during severe fire weather events.

Harvest and Vehicle Movement Bans are issued by the Shire's Chief Bush Fire Control Officer, in consultation with the Bushfire Brigade Fire Control Officers, when the use of engines, vehicles, plant or machinery during the Prohibited Burning Times or the Restricted Burning Times (or both) is likely to cause a fire or contribute to the spread of a bushfire. A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government, should weather conditions change.

Whilst detailed records have not been kept for Harvest and Vehicle Movement Bans within the Shire, it is believed that on average, 5 bans are issued annually.²⁸

The local agricultural industry peaks in late October through to late December with the curing of crops and harvesting. The high reliance upon farmers for response may become an issue during the harvest season, when many local resources are engaged with agricultural activities however, whilst harvesting, farmers are required to have firefighting units at the ready allowing for a quick response. Conversely, there are more resources available for fire suppression and a greater sense of urgency to contain fire threatening unharvested paddocks.

Following harvest many farmers take their holidays which often involves leaving the Shire with their families. Consequently, this leads to fewer resources being available for observing and reporting bushfires, and possibly a reduced response and suppression capability during the critical summer months. There is however a drop in the risk in early February, post-harvest, as it is around this time that stock is rotated effectively reducing fuel loads through grazing. The risk rises again in March – May as some farmers undertake stubble burns in preparation for seeding and escapes from burn-offs are a known cause of fires in the area.

The key times within the Shire of Goomalling that may impact response are:

- Preparation for Seeding: March - May
- Seeding: April – June
- Hay/Harvest: September – January

Like most Local Governments the Shire of Goomalling has an annually issued Fire Break notice which details the requirements for residents to maintain and construct fire breaks, asset protection zones and undertake other fire mitigation activities. When firefighting resources are committed it is vital that the community have adequately prepared their properties and enacted their bushfire plans, as the demand for assistance can quickly exceed the capacity of available resources.

During the dry season (December to February) there is a general lack of water throughout the Shire. The Shire has a 12 000 and a 10 000 litre water tanker to enable water to be carted to high risk areas

²⁸ Source: *Shire of Goomalling*

in response to pending fire weather. There are also two private contractors with carrying capacities of 20 and 25 000 litres.

4. Asset Identification and Risk Assessment

4.1 Asset Identification

Asset identification and risk assessment has been conducted at the local level using the methodology described in the Guidelines'. Identified assets have been mapped, recorded and assessed in the Bushfire Risk Management System (BRMS). Identified assets are categorised into the following subcategories:

Table 7 Asset Categories and Subcategories

Asset Category	Asset Subcategories
Human Settlement	<ul style="list-style-type: none"> • Residential areas Rural urban interface areas and rural properties. • Places of temporary occupation Commercial, mining and industrial areas located away from towns and population centres (that is, not adjoining residential areas). • Special risk and critical facilities Hospitals, nursing homes, schools and childcare facilities, tourist accommodation and facilities, prison and detention centres, government administration centres and depots, incident control centres, designated evacuation centres, police, fire and emergency services.
Economic	<ul style="list-style-type: none"> • Agricultural Pasture, grazing, livestock, crops, viticulture, horticulture and other farming infrastructure. • Commercial and industrial Major industry, waste treatment plants, mines, mills and processing and manufacturing facilities and cottage industry. • Critical infrastructure Power lines and substations, water and gas pipelines, telecommunications infrastructure, railways, bridges, port facilities and wastewater treatments plants. • Tourist and recreational Tourist attractions and recreational sites that generate significant tourism and/or employment within the local area. • Commercial forests and plantations • Drinking water catchments
Environmental	<ul style="list-style-type: none"> • Protected Rare and threatened flora and fauna, ecological communities and wetlands. • Priority Fire sensitive species and ecological communities. • Locally important Nature conservation and research sites, habitats, species and communities, areas of visual amenity.
Cultural	<ul style="list-style-type: none"> • Aboriginal heritage Places of indigenous significance. • Recognised heritage Assets afforded legislative protection through identification by the National Trust, State Heritage List or Local Planning Scheme Heritage List. • Local heritage

Asset Category	Asset Subcategories
	Assets identified in a Municipal Heritage Inventory or by the community. <ul style="list-style-type: none"> • Other Other assets of cultural value, for example community centres and recreation facilities.

4.2 Assessment of Bushfire Risk

Risk assessments have been undertaken for each asset, or group of assets, identified using the methodology described in the Guidelines. Most risk assessments were undertaken via ‘desktop’ assessment in the first instance. Time and resource’s permitting additional field assessment validation is planned for risks rated as “very high” and “extreme”.

At the time of completing this Bushfire Risk Management Plan, a total of 382 assets have undergone a bushfire risk assessment.

The percentage of assets within the local government in each asset category at the time of BRM Plan endorsement is shown in Table 8:

Asset category	Proportion of identified assets
Human Settlement	79.3%
Economic	11.3%
Environmental	8.9%
Cultural	0.5%

Table 8 – Asset Category Proportions

4.2.1 Likelihood Assessment

Likelihood is described as the chance of a bushfire igniting, spreading and reaching an asset. The approach used to determine the likelihood rating is the same for each asset category: Human Settlement, Economic, Environmental and Cultural.

‘Likelihood’ has been assessed in the context of:

- **Separation Distance** – the distance between the asset and the hazard vegetation, and
- **Fuel Age** – the period elapsed since the fuel was last burnt

There are four possible likelihood ratings: almost certain, likely, possible, and unlikely.

Likelihood Rating	Description
Almost Certain (Sure to Happen)	<ul style="list-style-type: none"> • Is expected to occur in most circumstances; • High level of recorded incidents and/or strong anecdotal evidence; and/or • Strong likelihood the event will recur; and/or • Great opportunity, reason or means to occur; • May occur more than once in 5 years.

Likelihood Rating	Description
Likely (Probable)	<ul style="list-style-type: none"> Regular recorded incidents and strong anecdotal evidence; and /or Considerable opportunity, reason or means to occur; May occur at least once in 5 years.
Possible (feasible but < probable)	<ul style="list-style-type: none"> Should occur at some stage; and/or Few, infrequent, random recorded incidents or little anecdotal evidence; and/or Some opportunity, reason or means to occur.
Unlikely (Improbable, not likely)	<ul style="list-style-type: none"> Would only occur under exceptional circumstances.

Table 9– Likelihood Ratings

4.2.2 Consequence Assessment

Consequence is described as the outcome or impact of a bushfire event. The approach used to determine the consequence rating is different for each asset category: Human Settlement, Economic, Environmental and Cultural.

There are four possible consequence ratings: minor, moderate, major and catastrophic.

Consequence Rating	Descriptions
Minor	<ul style="list-style-type: none"> No fatalities. Near misses or minor injuries with first aid treatment possibly required. No persons are displaced. Little or no personal support (physical, mental, emotional) required. Inconsequential or no damage to an asset, with little or no specific recovery efforts required beyond the immediate clean-up. Inconsequential or no disruption to community. Inconsequential short-term failure of infrastructure or service delivery. (Repairs occur within 1 week, service outages last less than 24 hours.) Inconsequential or no financial loss. Government sector losses managed within standard financial provisions. Inconsequential business disruptions.
Moderate	<ul style="list-style-type: none"> Isolated cases of serious injuries, but no fatalities. Some hospitalisation required, managed within normal operating capacity of health services. Isolated cases of displaced persons who return within 24 hours. Personal support satisfied through local arrangements. Localised damage to assets that is rectified by routine arrangements. Community functioning as normal with some inconvenience. Isolated cases of short to mid-term failure of infrastructure and disruption to service delivery. (Repairs occur within 1 week to 2 months, service outages last less than 1 week.) Local economy impacted with additional financial support required to recover. Government sector losses require activation of reserves to cover loss. Disruptions to businesses lead to isolated cases of loss of employment or business failure. Isolated cases of damage to environmental or cultural assets, one-off recovery efforts required, but with no long term effects to asset.
Major	<ul style="list-style-type: none"> Isolated cases of fatalities.

Consequence Rating	Descriptions
	<ul style="list-style-type: none"> • Multiple cases of serious injuries. Significant hospitalisation required, leading to health services being overstretched. • Large number of persons displaced (more than 24 hours duration). • Significant resources required for personal support. • Significant damage to assets, with ongoing recovery efforts and external resources required. • Community only partially functioning. Widespread inconvenience, with some services unavailable. • Mid to long-term failure of significant infrastructure and service delivery affecting large parts of the community. Initial external support required. (Repairs occur within 2 to 6 months, service outages last less than a month.) • Local or regional economy impacted for a significant period of time with significant financial assistance required. Significant disruptions across industry sectors leading to multiple business failures or loss of employment. • Significant damage to environmental or cultural assets that require major rehabilitation or recovery efforts. • Localised extinction of native species. This may range from loss of a single population to loss of all of the species within the BRM Plan area (for a species which occupies a greater range than just the BRM Plan area).
Catastrophic	<ul style="list-style-type: none"> • Multiple cases of fatalities. • Extensive number of severe injuries. • Extended and large number requiring hospitalisation, leading to health services being unable to cope. • Extensive displacement of persons for extended duration. • Extensive resources required for personal support. • Extensive damage to assets that will require significant ongoing recovery efforts and extensive external resources. • Community unable to function without significant support. • Long-term failure of significant infrastructure and service delivery affecting all parts of the community. Ongoing external support required. (Repairs will take longer than 6 months, service outages last more than 1 month.) • Regional or State economy impacted for an extended period of time with significant financial assistance required. Significant disruptions across industry sectors leading to widespread business failures or loss of employment. • Permanent damage to environmental or cultural assets. • Extinction of a native species in nature. This category is most relevant to species that are restricted to the BRM Plan area, or also occur in adjoining areas and are likely to be impacted upon by the same fire event. 'In nature' means wild specimens and does not include flora or fauna bred or kept in captivity.

Table 10 – Consequence Ratings

The methodology used to determine the consequence rating for each asset category is based on the following:

- **Consequence Rating - Human Settlement Assets**
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the hazard posed by the classified vegetation and the vulnerability of the asset.
- **Consequence Rating - Economic Assets**
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the hazard posed by the classified vegetation and the vulnerability of the asset.
- **Consequence Rating - Environmental Assets**
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the vulnerability of the asset and the potential impact of a bushfire or fire regime.
- **Consequence Rating - Cultural Assets**
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the hazard posed by the classified vegetation and the vulnerability of the asset.

The methodology used to determine the consequence rating for each asset category is based on the following taken from the *Bushfire Risk Management Planning Handbook (2018)*:

Determining Bushfire Hazard

The level of bushfire hazard for human settlement, economic and cultural assets is determined using a quantified bushfire hazard assessment model.²⁹ The model is based on the methodology set out in *AS3959-2009 Construction of buildings in bushfire prone areas* that is used to undertake a Bushfire Attack Level (BAL) assessment. The hazard assessment is used to measure the severity of an asset's potential exposure to ember attack, radiant heat and direct flame contact. Criteria applied when undertaking the bushfire hazard assessment is as follows:³⁰

Application of Fire Danger Index (FDI) 80. - The fire danger index reflects the chance of a fire starting, its rate of spread, its intensity and the difficulty of its suppression, according to various combinations of air temperature, relative humidity, wind speed and both the long- and short-term drought effects. Inputs to hazard assessment calculation are reflective of FDI 80 (Grass Fire Danger Index 110) conditions, as per AS3959-2009. The higher the rating, the less chance of controlling a fire until weather conditions improve.

The Shire of Goomalling is located with the Upper Great Southern Fire Weather District. Given the prevalence of agricultural holdings within the Shire of Goomalling, the Grass Fire Danger Index is the model applied to determine the FDI within the Shire given the prevalence of agricultural activities.

From the FDI, predictions can be made regarding a fire's rate of spread, intensity and the potential for various suppression tactics to succeed. The FDI is the basis for determining the Fire Danger Rating, shown below, which is a scale developed to assist communities to better understand information about fire danger.³¹

- **Classification of vegetation** - Vegetation is classified as per the vegetation categories listed in the Guidelines, and in accordance with AS3959-2009. Vegetation meeting the low hazard exclusion criteria is automatically rated as low hazard. Where more than one vegetation type is present, the assessment is based on the vegetation type that presents the greatest hazard to the asset.

²⁹ *Guidelines for Preparing a Bushfire Risk Management Plan (2015)*

³⁰ *AS3959-2009 Construction of buildings in bushfire prone areas*

³¹ Source: *Department of Fire and Emergency Services*

- **Separation Distance** - Is measured from the closest part of the assets, such as a house, to the nearest edge of the hazard vegetation. Where there is a flammable structure within 6 metres (e.g. a shed or patio next to a house), it is included as a part of the asset.
- **Slope** - Two slope measurements are used in the hazard assessment calculation – the slope of the land under the hazard vegetation and the slope of the land between the asset and the hazard vegetation.

Hazard assessments are based around Bushfire Management Zones (BMZ) with a focus on hazards within the Asset Protection Zone (20 metres) and Hazard Separation Zone (80 metres).



Figure 16: Bushfire Management Zones ³²

³² Bushfire Risk Management Planning Handbook, DFES (March 2018)

The Fire Danger Ratings are explained below:

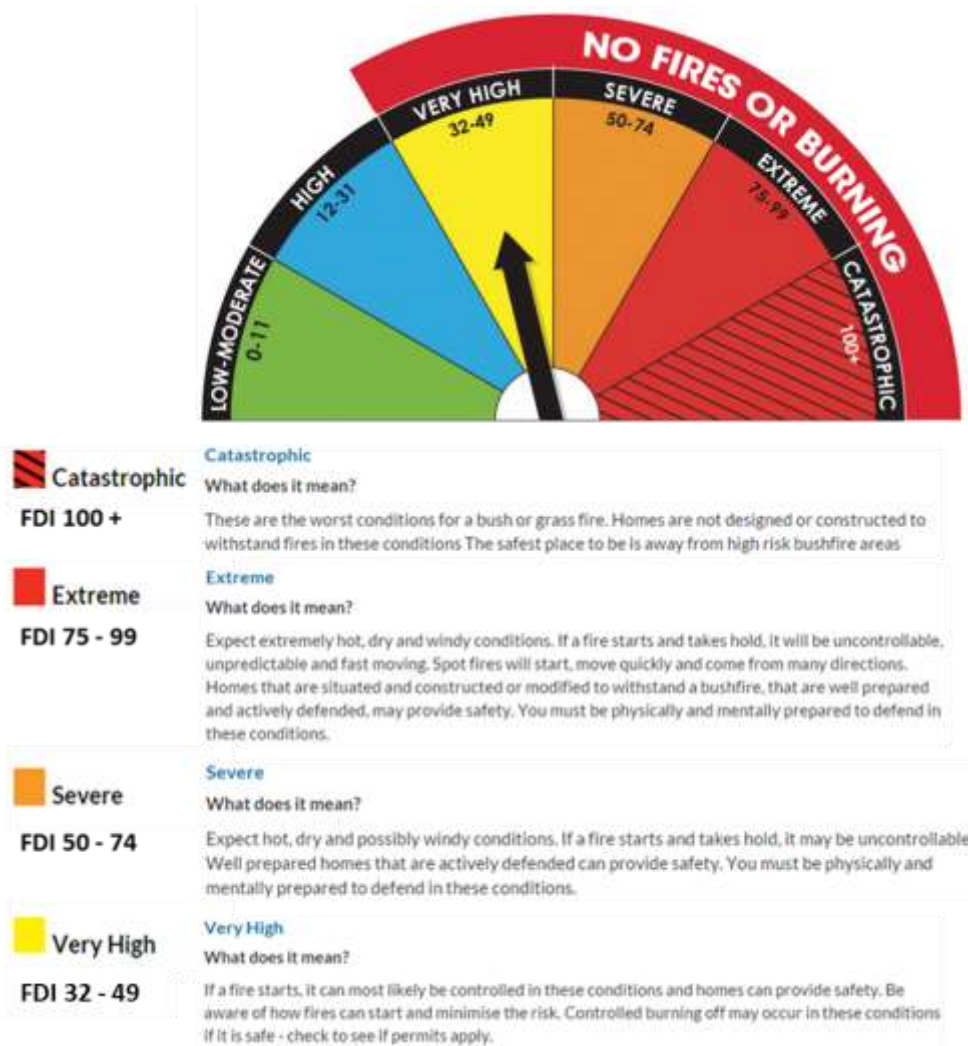


Figure 17: Fire Danger Ratings³³

4.2.3 Assessment of Environmental Assets

Using available biological information and fire history data, environmental assets with a known minimum fire threshold were assessed to determine if they were at risk from bushfire, within the five-year life of the BRM Plan. The Department of Biodiversity, Conservation and Attractions (DBCA) Parks and Wildlife Services (PWS) assisted with the identification and assessment of Environmental assets. Environmental assets that were unlikely to be adversely impacted by bushfire within the five-year period have not been included and assessed in the BRM Plan. The negative impact of a fire on these assets (within the period of this BRM Plan) was determined to be minimal and may even be of benefit to the asset and surrounding habitat.

4.2.4 Local Government Asset Risk Summary

A risk profile for the Shire is provided in the summary (Table 11) below. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed.

³³ Source: Department of Fire and Emergency Services www.dfes.wa.gov.au

Risk Rating	Low	Medium	High	Very High	Extreme
Asset Category					
Human Settlement	0.5%	1%	14.1%	27.7%	35.8%
Economic	2.3%	2.3%	2.8%	2.5%	1.8%
Environmental	-	-	-	8.5%	0.2%
Cultural	-	-	-	-	0.5%

Table 11 – Local Government Asset Risk Summary

The ‘Guidelines for Preparing a Bushfire Risk Management Plan’ requires that only assets considered of value and vulnerable to bushfire are to be included in this plan consequently not all assets within the Shire have been included in the assessments.

An Asset Risk Register can be produced from the DFES managed Bushfire Risk Management System (BRMS). This details each asset, the risk assessment criteria applied and the resulting risk rating. Care should be maintained when releasing this data as the information is dynamic and should not be taken out of context or used for purposes other than those intended through this BRM Plan.

5. Risk Evaluation

5.1 Evaluating Bushfire risk

The risk rating for each asset has been assessed against the likelihood and consequence descriptions to ensure:

- The rating for each asset reflects the relative seriousness of the bushfire risk to the asset;
- Likelihood and consequence ratings assigned to each asset are appropriate; and
- Local issues have been considered.

5.2 Treatment Priorities

The treatment priority for each asset has been automatically assigned by BRMS, based on the asset’s risk rating. Table 12 shows how likelihood and consequence combine to give the risk rating and subsequent treatment priority for an asset.

Consequence	Minor	Moderate	Major	Catastrophic
Likelihood				
Almost certain	3D (High)	2C (Very High)	1C (Extreme)	1A (Extreme)
Likely	4C (Medium)	3A (High)	2A (Very High)	1B (Extreme)
Possible	5A (Low)	4A (Medium)	3B (High)	2B (Very High)
Unlikely	5C (Low)	5B (Low)	4B (Medium)	3C (High)

Table 12 – Treatment Priorities

5.3 Risk Acceptability

Risks below a certain level were not considered to require specific treatment during the life of this BRM Plan. They will be managed by routine local government wide controls and monitored for any significant change in risk.

In most circumstances risk acceptability and treatment will be determined by the landowner, in collaboration with local government and fire agencies. However, the following courses of action, generally, have been adopted for each risk rating.

Risk Rating	Criteria for Acceptance of Risk	Course of Action
Extreme (Priorities 1A, 1B, 1C)	Requires asset specific treatment strategies to be applied. Treatment action is required within 1 Year for Rural Urban interface areas and 2 years for all others of the plan being endorsed. It is unlikely that Local Government Wide Controls would be adequate to manage the risk.	Specific action(s) required in the first 2 years of the BRM Plan Treatment priorities will include <ul style="list-style-type: none"> • treatments that will have maximum benefit to multiple assets and critical infrastructure • Identification of partnerships with other agencies for strategic mitigation Assets within the townsite to be included on Fire Break inspection list Communication with stakeholders as per the Communications Plan
Very High (Priorities 2A, 2B, 2C)	Requires asset specific treatment strategies to be applied. Treatment action is required with 2 years of the plan being endorsed. It is unlikely that Local Government Wide Controls would be adequate to manage the risk.	Specific action(s) required in the first 3 years of the BRM Plan Treatment priorities will include <ul style="list-style-type: none"> • treatments that will have maximum benefit to multiple assets and critical infrastructure • Identification of partnerships with other agencies for strategic mitigation Assets within the townsite to be included on Fire Break inspection list Communication with stakeholders as per the Communications Plan
High (Priorities 3A, 3B, 3C, 3D)	Asset specific treatment strategies will likely be required to adequately manage the risk.	Specific action(s) required in the first 4 years of the BRM Plan Treatment priorities will include <ul style="list-style-type: none"> • Assets that fall adjacent to Extreme or Very High-risk assets • treatments that will have maximum benefit to multiple assets and critical infrastructure

Risk Rating	Criteria for Acceptance of Risk	Course of Action
		<ul style="list-style-type: none"> • Identification of partnerships with other agencies for strategic mitigation Communication with stakeholders as per the Communications Plan
Medium (Priorities 4A, 4B, 4C)	Asset specific treatments are not required, but risk should be monitored. Local government wide controls should be sufficient to manage the risk If there is a change in the landscape / environment these assets may need to be reassessed more frequently.	Addressed through Local Government Wide Controls Specific action is not required
Low (Priorities 5A, 5B, 5C)	Asset specific treatments are not required, but risk should be monitored. Local government wide controls should be sufficient to manage the risk If there is a change in the landscape / environment these assets may need to be reassessed more frequently.	Addressed through Local Government Wide Controls and/or Community Education Specific action is not required

Table 13 – Criteria for Acceptance of Risk and Course of Action

6. Risk Treatment

The purpose of risk treatment is to reduce the likelihood of a bushfire occurring and/or the potential impact of a bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment.

There are many strategies available to treat bushfire risk. The treatment strategy (or combination of treatment strategies) selected will depend on the level of risk and the type of asset being treated. Not all treatment strategies will be suitable in every circumstance.

6.1 Local Government-Wide Controls

Local government-wide controls reflect activities that reduce the overall bushfire risk within the Shire of Goomalling. These types of treatments are not linked to specific assets and are applied across all or part of the local government as part of normal business or due to legislative requirements. The following controls are currently in place across the Shire of Goomalling:

- i. *Bush Fires Act 1954* Section 33 notices, including applicable fuel management requirements, firebreak standards and annual enforcement programs;
- ii. Declaration and management of Prohibited Burn Times, Restricted Burn Times and Harvest and Vehicle Movement Bans for the local government;

- iii. Public education campaigns, including Shire community education programs, and the use of DBCA and DFES state-wide programs, tailored to suit local needs; including programs such as *5-Minute Fire Chat*, *Bushfire Action Month*, *Are You Ready Campaign* etc;
- iv. State-wide arson prevention programs developed in conjunction with WA Police and DFES;
- v. State planning framework and local planning schemes, implementation of appropriate land subdivision and building standards in line with DFES, Department of Planning and Building Commission policies and standards;
- vi. Monitoring performance against the BRM Plan and reporting annually to the Shire of Goomalling and OBRM;
- vii. Shire of Goomalling's annual works program; and
- viii. Other practices and programs undertaken by local government or state agencies (**Multi-Agency Work Plans**) that contribute to bushfire risk management within the local government, including controls in place under state government policies, agreements or memorandums of understanding. These include:
 - a. Department of Fire and Emergency Services program of works on Unallocated Crown Land and Unmanaged Reserves;
 - b. Department of Biodiversity, Conservation and Attractions Master Burn Program;
 - c. Water Corporation Bushfire Risk Management Plan;
 - d. Western Power annual asset inspection and vegetation management program;
 - e. Department of Education Memorandum of Understanding;
 - f. Main Roads WA Bridge Assessment and Maintenance Works Plan;
 - g. Total Fire Bans.

A **Local Government-Wide Controls and Multi-Agency Work Plan** is attached at **Appendix 2**. The plan details work to be undertaken as a part of normal business, to improve current controls or to implement new controls to better manage bushfire risk across the local government.

6.2 Asset-Specific Treatment Strategies

Asset-specific treatments are implemented to protect an individual asset or group of assets, identified and assessed in the BRM Plan as being at risk from bushfire. There are six asset specific treatment strategies:

- **Fuel management** - Treatment reduces or modifies the bushfire fuel through manual, chemical and prescribed burning methods;
- **Ignition management** - Treatment aims to reduce potential human and infrastructure sources of ignition in the landscape;
- **Preparedness** - Treatments aim to improve access and water supply arrangements to assist firefighting operations;
- **Planning** - Treatments focus on developing plans to improve the ability of firefighters and the community to respond to bushfire; and
- **Community Engagement** - Treatments seek to build relationships, raise awareness and change the behaviour of people exposed to bushfire risk.
- **Other** - Local government-wide controls, such as community education campaigns and planning policies, will be used to manage the risk. Asset-specific treatment is not required or not possible in these circumstances.

6.3 Determining the Treatment Schedule

Efforts will be made to finalise the Treatment Schedule within twelve months of this BRM Plan being endorsed by OBRM. The Treatment Schedule will be developed in broad consultation with landowners and other stakeholders. In extreme cases where a property is assessed as at extreme risk it is planned that individual consultation with the landowner will occur, this will be subject to available time and funding. However, on many occasions these privately owned lands are often at this risk level due to

neighbouring bush lands that are under the management of the Shire or other Government departments. In these cases, funding will be sought to enable mitigation/treatment works on these lands, in an effort to reduce the exposure of the residence.

Landowners are ultimately responsible for treatments implemented on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a landowner. However, the onus is still on the landowner to ensure treatments detailed in this BRM Plan are completed

7. Monitoring and Review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and valid. These processes are detailed below to ensure outcomes are achieved in accordance with the *Communication Strategy* and *Treatment Schedule*.

7.1 Review

A comprehensive review of this BRM Plan will be undertaken at least once every five years, from the date of council endorsement. Significant circumstances that may warrant an earlier review of the BRM Plan include:

- Changes to the BRM Plan area, organisational responsibilities or legislation;
- Changes to the bushfire risk profile of the area; or
- Following a major fire event.

7.2 Monitoring

BRMS will be used to monitor the risk ratings for each asset identified in the BRM Plan and record the treatments implemented. Risk ratings are reviewed on a regular basis. New assets will be added to the *Asset Risk Register* when they are identified.

7.3 Reporting

The Shire of Goomalling will submit an annual report to the Office of Bushfire Risk Management summarising progress made towards implementation of the BRM Plan. This report will also be submitted to the Council for endorsement.

The reporting requirements will be managed by a member of the Shire Administration Team designated by the Chief Executive Officer.

7.3.1 Privacy Issues and Release of Information

Information captured through the Bushfire Risk Management System (BRMS) includes data considered 'personal' in nature including the names and addresses of landholders. There is therefore the potential for the data collected through the BRMS to be used for purposes other than bushfire risk mitigation (i.e. Insurance companies using this information to set insurance premiums).

The Chief Executive Officer is to be consulted prior to any Bushfire Risk Management Planning data being released to the public domain.

To actively encourage and support the implementation, monitoring and review of agreed actions the Shire of Goomalling, as a matter of course or upon request, will provide reports to key stakeholders that detail the assets and treatments that the stakeholders (landowners) have responsibility for.

8. Glossary

Asset	A term used to describe anything of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
Asset Category	There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.
Asset Owner	The owner, occupier or custodian of the asset itself. Note: this may differ from the owner of the land the asset is located on, for example a communication tower located on leased land or private property.
Asset Register	A component within the Bushfire Risk Management System used to record the details of assets identified in the Bushfire Risk Management Plan.
Asset Risk Register	A report produced within the Bushfire Risk Management System that details the consequence, likelihood, risk rating and treatment priority for each asset identified in the Bushfire Risk Management Plan.
Bushfire	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective. ³⁴
Bushfire Hazard	The hazard posed by the classified vegetation, based on the vegetation category, slope and separation distance.
Bushfire Management Plan	A document that sets out short-medium and long-term bushfire risk management strategies for the life of a development. ³⁵
Bushfire risk management	A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.
Consequence	The outcome or impact of a bushfire event.
Draft Bushfire Risk Management Plan	The finalised draft Bushfire Risk Management Plan (BRM Plan) is submitted to the OBRM for review. Once the OBRM review is complete, the BRM Plan is called the 'Final BRM Plan' and can be progressed to local government council for endorsement.
Emergency Risk Management Plan	A document (developed under <i>State Emergency Management Policy 2.9</i>) that describes how an organisation(s) intends to undertake the activities of emergency risk management based on minimising risk. These plans help inform the ongoing development of Local Emergency Management Arrangements (LEMA) and Westplans.

³⁴ Australasian Fire and Emergency Service Authorities Council 2012, *AFAC Bushfire Glossary*, AFAC Limited, East Melbourne.

³⁵ Western Australian Planning Commission 2015, *State Planning Policy 3.7: Planning in Bushfire Prone Areas*, WAPC, Perth.

Geographic Information System (GIS)	A data base technology, linking any aspect of land-related information to its precise geographic location. ³⁶
Geographic Information System (GIS) Map	The mapping component of the Bushfire Risk Management System. Assets, treatments and other associated information is spatially identified, displayed and recorded within the GIS Map.
Landowner	The owner of the land, as listed on the Certificate of Title; or leaser under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
Likelihood	The chance of something occurring. In this instance, the chance of a bushfire igniting, spreading and reaching the asset.
Locality	The officially recognised boundaries of suburbs (in cities and larger towns) and localities (outside cities and larger towns).
Priority	See Treatment Priority.
Recovery Cost	The capacity of an asset to recover from the impacts of a bushfire.
Responsible Person	The person responsible for planning, coordinating, implementing, evaluating and reporting on a risk treatment.
Risk acceptance	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
Risk analysis	The application of consequence and likelihood to an event in order to determine the level of risk.
Risk assessment	The systematic process of identifying, analysing and evaluating risk.
Risk evaluation	The process of comparing the outcomes of risk analysis to the risk criteria to determine whether a risk is acceptable or tolerable.
Risk identification	The process of recognising, identifying and describing risks.
Risk Manager	The organisation or individual responsible for managing a risk identified in the Bushfire Risk Management Plan; including review, monitoring and reporting.
Risk Register	A component within the Bushfire Risk Management System used to record, review and monitor risk assessments and treatments associated with assets recorded in the Bushfire Risk Management Plan.

³⁶ Landgate 2015, *Glossary of terms*, Landgate, Perth

Risk treatment	A process to select and implement appropriate measures undertaken to modify risk.
Rural	Any area where in residences and other developments are scattered and intermingled with forest, range, or farmland and native vegetation or cultivated crops. ³⁷
Rural Urban Interface (RUI)	The line or area where structures and other human development adjoin or overlap with undeveloped bushland. ³⁸
Slope	The angle of the ground’s surface measured from the horizontal.
Tenure Blind	An approach where multiple land parcels are considered as a whole, regardless of individual ownership or management arrangements.
Treatment	An activity undertaken to modify risk, for example a prescribed burn.
Treatment Objective	The specific aim to be achieved or action to be undertaken, to complete the treatment. Treatment objectives should be specific and measurable.
Treatment Manager	The organisation, or individual, responsible for all aspects of a treatment listed in the Treatment Schedule of the Bushfire Risk Management Plan, including coordinating or undertaking work, monitoring, reviewing and reporting.
Treatment Priority	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset’s risk rating.
Treatment Schedule	A report produced within the Bushfire Risk Management System that details the treatment priority of each asset identified in the Bushfire Risk Management Plan and the treatments scheduled.
Treatment Strategy	The broad approach that will be used to modify risk, for example fuel management.
Treatment Type	The specific treatment activity that will be implemented to modify risk, for example a prescribed burn.
Vulnerability	The susceptibility of an asset to the impacts of bushfire.

³⁷ Australasian Fire and Emergency Service Authorities Council 2012, *AFAC Bushfire Glossary*, AFAC Limited, East Melbourne

³⁸ Australasian Fire and Emergency Service Authorities Council 2012, *AFAC Bushfire Glossary*, AFAC Limited, East Melbourne

9. Common Abbreviations

APZ	Asset Protection Zone
BRMP	Bushfire Risk Management Planning
BRMS	Bushfire Risk Management System
CALD	Culturally and Linguistically Diverse
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
ERMP	Emergency Risk Management Plan
FFDI	Forest Fire Danger Index
FMP	Fire Management Plan
GFDI	Grassland Fire Danger Index
GIS	Geographic Information System
HSZ	Hazard Separation Zone
JAFFA	Juvenile and Family Fire Awareness
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG	Local Government
LMZ	Land Management Zone
OBRM	Office of Bushfire Risk Management
PWS	Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service
SEMC	State Emergency Management Committee
SLIP	Shared Land Information Platform
WAPC	Western Australian Planning Commission

Appendix 1 – Communications Strategy



Shire of Goomalling

Bushfire Risk Management Planning Communication Strategy

Document Control

Document Name	Communications Strategy	Current Version	
Document Owner	Shire of Goomalling CEO	Issue Date	
Document Location	Shire Office	Next Review Date	

Related Documents

Title	Version	Date
Shire of Goomalling Bushfire Risk Management Plan	1	

Amendment List

Version
1.0

1 INTRODUCTION

A Bushfire Risk Management Plan (BRM Plan) is a strategic document that outlines the approach to the identification, assessment and treatment of assets exposed to bushfire risk within the Shire of Goomalling. This Communication Strategy accompanies the BRM Plan for the Shire of Goomalling. It documents the communication objectives for the BRM Plan, roles and responsibilities for communication, key stakeholders, target audiences and key messages at each project stage, communication risks and strategies for their management, and communication monitoring and evaluation procedures.

2 COMMUNICATIONS OVERVIEW

Communication Objectives

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Goomalling are as follows:

1. Key stakeholders understand the purpose of the BRM Plan and their role in the bushfire risk management planning process.
2. Stakeholders who are essential to the bushfire risk management planning process, or can supply required information, are identified and engaged in a timely and effective manner.
3. Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
4. Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government area.
5. The community and other stakeholders engage with the bushfire risk management planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

Communication Roles and Responsibilities

The Shire of Goomalling is responsible for the development, implementation and review of the Communication Strategy. Key stakeholders support local government by participating in the development and implementation of the Communications Strategy as appropriate. An overview of communication roles and responsibilities follows:

- Shire of Goomalling CEO, or nominee, is responsible for:
 - endorsement of the BRM Plan Communications Strategy,
 - external communication with the local government area,
 - operational-level communication between the Shire and the Department of Fire and Emergency Services
 - approve the release of BRMS and BRM Plan data.
 - BRM Plan monitoring, review and reporting

Key Stakeholders for Communication

The following table identifies key stakeholders in bushfire risk management planning. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

Stakeholder	Role or interest	Level of impact on outcomes	Level of engagement
Shire of Goomalling	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager.	High	Inform, consult, involve, collaborate and empower
Department of Fire and Emergency Services	Significant role in plan and treatment development, implementation and review. Support role in treatment Implementation.	High	Inform, consult, involve and collaborate
Department of Biodiversity, Conservation and Attractions	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager.	High	Inform, consult, involve, collaborate and empower
Main Roads WA	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate
Telecommunication providers	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate
Department of Planning, Lands and Heritage, LandCorp & Landgate	Role in plan and treatment development, implementation and review	Medium	Inform, consult, involve, collaborate
Water Corporation & Department of Water	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate
Private Land Owners	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as land owners/managers	High	Inform, consult, involve, collaborate and empower
Western Power	Role in plan and treatment development, implementation and review. Responsible for treatments as a landowner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate
Chief Bushfire Control Officer	Significant role in plan and treatment development, implementation and review. Actively assist in risk identification and treatment works. Empower to actively engage with community and identify/treat risks	High	Inform, consult, involve, collaborate and empower
Bushfire Brigades and other Emergency Services Volunteers	Significant role in plan and treatment development, implementation and review. Assist in risk identification and treatment works.	High	Inform, consult, involve, collaborate

Shire of Goomalling Bushfire Advisory Committee	Role in plan development, implementation and review. Actively assist in risk identification and treatment works. Empower to actively engage with community and identify/treat risks	High	Inform, consult, involve, collaborate
Local Emergency Management Committee	Role in plan development, implementation and review	Medium	Inform, consult, involve
Traditional Owners, Balardong people, South West Aboriginal Land and Sea Council & Department of Aboriginal Affairs	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as landowners/managers	Medium	Inform, consult and involve
Shire of Goomalling Communities	Role in plan implementation and review	Medium	Inform, involve and consult
Tourism or Environmental Groups	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as landowners/managers	Medium	Inform, consult and involve

Communications Plan

Timing of Communication	Stakeholder (s)	Communication Objectives <i>(Refer to Page 64)</i>	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring & Evaluation Method
Development of the BRM Plan and Treatment Schedule								
Annually or as required	Shire of Goomalling CEO, Senior Leadership Team and Council	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meetings 	<ul style="list-style-type: none"> Inform and consult Confirm accountability and responsibilities Input into plan and treatments 	BRMO & BRPC	<ul style="list-style-type: none"> Resource constraints could limit their ability to participate 	<ul style="list-style-type: none"> Clarify misunderstandings and intentions of plan Express value of meeting 	<ul style="list-style-type: none"> Stakeholder's willingness to participate Feedback on the presentation
Annually or as required	Shire of Goomalling Senior Leadership Team	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meetings Phone 	<ul style="list-style-type: none"> Input into plan and treatments 	CEO or Delegate	<ul style="list-style-type: none"> Limited time Conflicting priorities 	<ul style="list-style-type: none"> Plan meetings 	<ul style="list-style-type: none"> Stakeholder's willingness to participate Contributions to treatment plan
Bi-Annually	Bushfire Advisory Committee (BFAC)	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meeting Presentation 	<ul style="list-style-type: none"> Inform and consult Confirm project objectives Seek input into treatment plans Project updates 	BRMO & BRPC	<ul style="list-style-type: none"> Stakeholder's willingness to participate Availability of volunteers 	<ul style="list-style-type: none"> Preparation Ensure current information on the BRM Plan Project is available 	<ul style="list-style-type: none"> Seek feedback on the presentation and (anecdotal) community feedback
Annually and as required	Local Emergency Management Committee (LEMC)	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meetings Presentation 	<ul style="list-style-type: none"> Confirm project objectives Seek input into treatment plans Project updates 	BRMO & BRPC	<ul style="list-style-type: none"> Stakeholder's willingness to participate 	<ul style="list-style-type: none"> Preparation Ensure current information on the BRM Plan Project is available 	<ul style="list-style-type: none"> Feedback on the presentation
Quarterly or as required	Chief Bushfire Control Officer (CBFCO), Bushfire Brigades, Brigade Captains	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meetings 	<ul style="list-style-type: none"> Confirm project objectives Seek input into treatment plans and providing project updates 	BRMO & BRPC	<ul style="list-style-type: none"> Time constraints No plan, unorganised Availability of volunteers 	<ul style="list-style-type: none"> Clarify misunderstandings and intentions of plan Confirm benefits Preparation 	<ul style="list-style-type: none"> Feedback Support for BRMP process Level of engagement

				<ul style="list-style-type: none"> Identify Risk and share information 			<ul style="list-style-type: none"> Ensure current information on the BRM Plan Project is available 	
Biannually	Dept of Biodiversity, Conservation and Attractions	1 – 3 & 5	<ul style="list-style-type: none"> Face to face meetings Email Telephone 	<ul style="list-style-type: none"> Confirmation of environmental assets Identification of DBCA burn plans Confirming project objectives, seeking input into treatment plans and providing project updates Development of treatment options 	BRMO & BRPC	<ul style="list-style-type: none"> Resource constraints could limit their ability to participate Willingness to release 'confidential' data re environmental assets 	<ul style="list-style-type: none"> Clarify misunderstandings and intentions of plan Provide undertakings re the release of confidential data Restrict release of information and document in plan 	<ul style="list-style-type: none"> Level of engagement Environmental assets in BRMS
Annually and as required	Stakeholders – Landowners / Land Managers	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meeting Telephone Presentations Community Engagement activities 	<ul style="list-style-type: none"> Asset identification/ confirmation Outline BRMP process and objectives Identify assets at risk Identify existing controls/programs Development of treatment options 	BRMO & BRPC	<ul style="list-style-type: none"> Time constraints and travel Level of interest and engagements in process Lack of resourcing 	<ul style="list-style-type: none"> Select appropriate channel of communication Prepare materials and good planning Communicate funding opportunities when available 	<ul style="list-style-type: none"> Engagement and participation levels Feedback Contributions to treatment strategies
Annually or as required	Stakeholders – Others	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meeting Telephone Presentations Community Engagement activities 	<ul style="list-style-type: none"> Asset identification/ confirmation Inform of BRMP process Identify assets at risk Identify existing controls/programs Development of treatment options 	BRMO & BRPC	<ul style="list-style-type: none"> Time constraints and travel Level of interest and engagements in process 	<ul style="list-style-type: none"> Select appropriate channel of communication Prepare materials Plan communication 	<ul style="list-style-type: none"> Engagement and participation levels Feedback
Annually and as required	Office of Bushfire Risk Management	1 & 2	<ul style="list-style-type: none"> Email Face to face meetings 	<ul style="list-style-type: none"> Compliance and governance Plan endorsement 	CEO or Delegate	<ul style="list-style-type: none"> Government funding Government priorities 	<ul style="list-style-type: none"> Stay up to date with process improvements 	<ul style="list-style-type: none"> Plan endorsed

						<ul style="list-style-type: none"> Identified non compliances 		
Bi-annually and as required	Dept of Fire and Emergency Services (DFES) – District/Regional Office	1 – 3 & 5	<ul style="list-style-type: none"> Email Face to face meetings Telephone 	<ul style="list-style-type: none"> UCL/UMR planned works Identification of treatment strategies Identification of other planned works Sharing information Identifying funding opportunities 	BRMO & BRPC	<ul style="list-style-type: none"> Time constraints Conflicting priorities Response obligations 	<ul style="list-style-type: none"> Plan communications Share information 	<ul style="list-style-type: none"> Other planned works identified Funding opportunities identified UCL/UMR treatments included on BRMS
Implementation of the BRM Plan and Treatment Schedule								
Timing of Communication	Stakeholder (s)	Communication Objectives <i>(Refer to Page 64)</i>	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring & Evaluation Method
Life of Plan	Shire of Goomalling CEO, Senior Leadership Team and Council	All (1 – 5)	<ul style="list-style-type: none"> Email Face to face meetings 	<ul style="list-style-type: none"> Inform and consult Confirm accountabilities and responsibilities. Progress update Issues identification and action planning 	CEO or Delegate	<ul style="list-style-type: none"> Time constraints Availability Lack of understanding Budget (for LG mitigation) 	<ul style="list-style-type: none"> Planning and time management Clear purpose Targeted communication Regular updates 	<ul style="list-style-type: none"> Feedback, Questions raised Level of support received
Life of Plan	Shire of Goomalling Building and Works	1 -3 & 5	<ul style="list-style-type: none"> Email Face to face meetings 	<ul style="list-style-type: none"> Reduction of fuel loads on LG managed lands Upgrades to strategic firebreaks 	CEO or Delegate	<ul style="list-style-type: none"> Poor organisation, Limited time, Not preparing Poor communication from stakeholders and LG on completion of works 	<ul style="list-style-type: none"> Clarify misunderstandings and intentions of plan Plan communications Regular updates 	<ul style="list-style-type: none"> Treatments applied Positive feedback received on treatment supplied Risk ratings reduced
Biannually or as required	LEMC, BFAC, CBFCO, CAPTS	All (1 – 5)	<ul style="list-style-type: none"> Email Face to face meetings 	<ul style="list-style-type: none"> Report on progress to plan Report issues/constraints 	CEO or Delegate	<ul style="list-style-type: none"> Availability of volunteers Time 'Buy in' 	<ul style="list-style-type: none"> Collate data and report on success to plan 	<ul style="list-style-type: none"> Feedback received Level of engagement

						<ul style="list-style-type: none"> • Lack of understanding 	<ul style="list-style-type: none"> • Compliance to plan • Keep informed 	<ul style="list-style-type: none"> • Issues identified and addressed
All (1 – 5)	Dept of Biodiversity, Conservation and Attractions	1 – 3 & 5	<ul style="list-style-type: none"> • Face to face meetings • Email • Telephone 	<ul style="list-style-type: none"> • Confirmation of environmental assets • Development of treatment options 	CEO or Delegate	<ul style="list-style-type: none"> • Resource constraints could limit their ability to participate • Willingness to release 'confidential' data re environmental assets 	<ul style="list-style-type: none"> • Clarify misunderstandings and intentions of plan • Provide undertakings re the release of confidential data • Restrict release of information and document in plan 	<ul style="list-style-type: none"> • Level of engagement • Environmental assets in BRMS
As per Section 7.2 of this plan	Stakeholders – Landowners / Land Managers	1 – 3 & 5	<ul style="list-style-type: none"> • Email • Face to face meetings • Presentations • Community Engagement 	<ul style="list-style-type: none"> • Inform and consult • Confirm accountability and responsibility • Status and progress of plan • Treatment status, gaps and issues to be addressed 	CEO or Delegate	<ul style="list-style-type: none"> • Availability • Time • Loss of commitment • Access to treatment resources • Funding 	<ul style="list-style-type: none"> • Planned sharing of information • Negotiations conducted • Communicate funding opportunities when available 	<ul style="list-style-type: none"> • Feedback • Commitment to implement agreed controls • Highly engaged • Treatments being completed
As required	Stakeholders – Others	1 – 3 & 5	<ul style="list-style-type: none"> • Face to face • Presentations • Community Engagement • Telephone • Email 	<ul style="list-style-type: none"> • Inform and consult • Confirm accountability and responsibility • Status and progress of plan • Treatment status • Gaps and issues to be addressed 	CEO or Delegate	<ul style="list-style-type: none"> • Availability • Time • Loss of commitment 	<ul style="list-style-type: none"> • Planned sharing of information • Negotiations conducted • Communicate funding opportunities when available 	<ul style="list-style-type: none"> • Feedback • Commitment to implement agreed controls • Highly engaged • Treatments being completed
Annually or as required	OBRM, DFES District / Regional Office	1 – 3	<ul style="list-style-type: none"> • Face to face meetings • Email • Telephone 	<ul style="list-style-type: none"> • UCL/UMR Management • Status and progress of plan 	CEO or Delegate	<ul style="list-style-type: none"> • Time • Conflicting priorities 	<ul style="list-style-type: none"> • Schedule communication opportunities 	<ul style="list-style-type: none"> • Planned works identified

				<ul style="list-style-type: none"> • Treatment status, gaps and issues to be addressed • Continuous improvement • Information sharing • Identification of other planned works • Identification of funding opportunities 				<ul style="list-style-type: none"> • Improvements identified and implemented • Issues addressed
Annually	OBRM	1,22	<ul style="list-style-type: none"> • Written report 	<ul style="list-style-type: none"> • Governance and compliance • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • Time • Conflicting priorities 	<ul style="list-style-type: none"> • Plan communication 	<ul style="list-style-type: none"> • Compliance requirements met
Annually – ideally prior to fire season	Community	5	<ul style="list-style-type: none"> • Newsletter • Website • Facebook 	<ul style="list-style-type: none"> • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • Time • Conflicting priorities 	<ul style="list-style-type: none"> • Plan communication 	<ul style="list-style-type: none"> • Feedback received
Review of the BRM Plan and Treatment Schedule								
Timing of Communication	Stakeholder (s)	Communication Objectives <i>(Refer to Page 64)</i>	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring & Evaluation Method
Annually	Shire of Goomalling CEO, Senior Leadership Team and Council	4, 5	<ul style="list-style-type: none"> • Email • Face to face meetings 	<ul style="list-style-type: none"> • Governance and compliance • Review, monitoring and reporting to Council • Status update • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • Poor reporting and recording of information 	<ul style="list-style-type: none"> • BRPC & BRMO to record data and information appropriately 	<ul style="list-style-type: none"> • Feedback received • Planned works completed • Reporting & Statistics • Risk ratings reduced
5 Yearly (Shire, DFES and OBRM)	OBRM & LG Council	4, 5	<ul style="list-style-type: none"> • Email • Face to face meetings • Telephone • Written report 	<ul style="list-style-type: none"> • Governance and compliance • Review, monitoring and reporting • Future planning 	CEO or Delegate	<ul style="list-style-type: none"> • Poor reporting and recording of information • Review not completed by OBRM 	<ul style="list-style-type: none"> • BRPC & BRMO to record data and information appropriately • Endorsed by OBRM 	<ul style="list-style-type: none"> • Feedback received • Planned works completed • Reporting & Statistics • Risk ratings reduced

Quarterly or as required	Shire of Goomalling – Building and Works	4, 5	<ul style="list-style-type: none"> • Face to face meetings 	<ul style="list-style-type: none"> • Report on actions and status of BRM Plan • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • Time • LG capacity • Conflicting priorities 	<ul style="list-style-type: none"> • Plan Communication • Discuss with Shire Leadership Team 	<ul style="list-style-type: none"> • Feedback on work completed • Risk ratings reduced • Improvements identified and implemented
Biannually or as required	DFES Regional / District Office	4, 5	<ul style="list-style-type: none"> • Face to face meetings • Email • Telephone 	<ul style="list-style-type: none"> • Report on actions and status of BRMP • Continuous improvement • UCL/UMR funding 	CEO or Delegate	<ul style="list-style-type: none"> • Time • LG capacity • Conflicting priorities 	<ul style="list-style-type: none"> • Plan communications 	<ul style="list-style-type: none"> • Feedback on work completed • Risk ratings reduced • Improvements identified and implemented
Annually	BFAC, LEMC, CBFCO, Captains	4, 5	<ul style="list-style-type: none"> • Face to face meetings • Email • Telephone • Presentations 	<ul style="list-style-type: none"> • Report on actions and status of BRMP • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • LG capacity • Time • Conflicting priorities • Buy in 	<ul style="list-style-type: none"> • Keep informed • Share the wins 	<ul style="list-style-type: none"> • Feedback on work completed • Risk ratings reduced • Improvements identified and implemented
Every 2 years or as required	Stakeholders – Land Owners / Land Managers	4, 5	<ul style="list-style-type: none"> • Face to face meetings • Telephone • Presentation • Community Engagement • Survey 	<ul style="list-style-type: none"> • Status of treatments • Success of treatments • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • LG capacity • Time • Conflicting priorities • Buy in • Access to resources 	<ul style="list-style-type: none"> • Plan communication • Target communication • Planned and prepared 	<ul style="list-style-type: none"> • Feedback on work completed • Risk ratings reduced • Improvements identified and implemented
Every 2 years or as required	Stakeholders – Other	4, 5	<ul style="list-style-type: none"> • Face to face meetings • Telephone • Presentations • Community Engagement • Survey 	<ul style="list-style-type: none"> • Status of treatments • Success of treatments • Continuous improvement 	CEO or Delegate	<ul style="list-style-type: none"> • LG capacity • Time • Conflicting priorities • Buy in • Access to resources 	<ul style="list-style-type: none"> • Plan communication • Target communication • Planned and prepared 	<ul style="list-style-type: none"> • Feedback on work completed • Risk ratings reduced

									<ul style="list-style-type: none">• Improvements identified and implemented
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Appendix 2 – Local Government-Wide Controls and Multi-Agency Work Plans

Control	Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments	
1.	BRMP Risk Analysis	<ul style="list-style-type: none"> Maintain and refine BRM Plan 	Shire of Goomalling	Landowners DFES	Treatment identification and planning for all very high and extreme risk assets within the Shire.
2.	Shire of Goomalling Bush Fire Notice (<i>Bush Fires Act 1954</i>)	<ul style="list-style-type: none"> Review annual notice Publish annual notice Inspections in accordance with annual notice 	Shire of Goomalling	CBFCO, FCO, Captains and the public	Published Annually. Inspect local properties. 'Fire Access Track' has the same meaning as 'Fire Break', in the <i>Bush Fires Act 1954</i> .
3.	Shire Prohibited and Restricted burn times and issuing of permits. (<i>Bush Fires Act 1954</i>)	<ul style="list-style-type: none"> Restricted and Prohibited Burn Times set the requirement that 'a permit to set fire to the bush' must be obtained. 	Shire of Goomalling	CBFCO, FCO's	Published Annually.
4.	Harvest and Vehicle Movement Bans	<ul style="list-style-type: none"> Bans imposed when the CBFCO and FCO's are of the opinion that the use of engines, vehicles, plant or machinery is likely to cause/contribute to the spread of a bushfire. 	Shire of Goomalling	CBFCO and FCO's	A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government should weather conditions change.
5.	Local Emergency Management Arrangements	<ul style="list-style-type: none"> Local Emergency Management Arrangements 	Shire of Goomalling	St John Ambulance (SJA) WAPOL DFES Dept of Child Protection Dept of Education CBFCO Goldfields/Midlands DEMC OEM Shire of Goomalling	Annual review of emergency plans and arrangements.
6.	State Planning Policy 3.7 and Local Planning Scheme No 3	<ul style="list-style-type: none"> Planning in Bushfire Prone Areas 	Dept of Planning	Shire of Goomalling WA Planning Commission DFES	Land developers are required to implement a Fire Management Plan to ensure risk is managed and other controls implemented and monitored.

Control	Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments	
		<ul style="list-style-type: none"> Requirement for new developments to complete a Fire Management Plan endorsed through the Dept of Fire and Emergency Services (if in a Bushfire Prone area) 			Where a Fire Management Plan has been endorsed by DFES and the Shire, the affected land owners will be responsible for the ongoing implementation of the “land owners’ responsibilities” as specified in that Fire Management Plan.
7.	Total Fire Bans	<ul style="list-style-type: none"> Restriction of activities that may cause or contribute to the spread of a bushfire 	Department of Fire and Emergency Services	Shire of Goomalling	A Total Fire Ban (TFB) is declared because of extreme weather conditions or when widespread fires are stretching firefighting resources. A TFB is declared by DFES subject to weather conditions.
8.	Public preparedness and education campaigns	<ul style="list-style-type: none"> Public preparedness and education campaign 	Shire of Goomalling	DFES, WA Police, WA Government CBFCO, FCO, community	Local promotion activities of state campaigns held when opportunity arises to promote preparedness including local contractors, bushfire brigades and Bushfire Ready Groups

Appendix 3 – Indicative Vegetation of the Goomalling District

The following has been taken from the publication Landscapes and soils of the Northam District, D.N. Sawkins.

Tree - single trunk, with branches that usually start more than 1 meter above the ground and occupy about half of the tree's height. If the main trunk is damaged, many branches can resprout from the base or stems (epicormic growth). Examples include salmon and York gums, wandoo, marri and jarrah.

Mallet - single trunk with relatively steep angled branches and a terminal crown. Mallets are sensitive to fire and do not recover if the main trunk is lost. Examples include mallets, yates, gimlet and moort. Mallets often occur as pure or massed stands.

Mallee - multi stemmed plants usually less than 10 meters high. Several stems come from a lignotuber that can replace them when one or more are lost. Mallees that have not had to regenerate may have a single stem, but also have the basal 'mallee root'.



Salmon gum (*E. salmonophloia* left, RDZ and ADZ) and **gimlet** (*E. salubris* right, ADZ, note fluted stem) are common on clay, clay loam soils and loamy duplex soils on slopes and valleys. Salmon gums often dominate on loamy duplex and deep loam soils, and gimlets on heavier clay soils.

Buds and fruit can differentiate salmon gum from similar looking species like silver mallet.



Salmon gum

Silver mallet

Brown mallet

Blue mallet

Silver mallet (*E. argyphaea*) grows on stony usually mafic gravel uplands, in the east of the district. It can be mistaken for salmon gum, but only occurs on upland gravels, has the characteristic mallet form, and distinctive buds.

Blue mallet (*E. gardneri*) often occurs with silver mallet, mainly on mafic stony uplands.

Brown mallet (*E. astringens*) is the most common mallet in this district. It is common below breakaways on poorly structured mottled zone soils ('mallet' soils), and may occur with silver and blue mallets.



Silver mallet (silver bark green shiny leaves) with blue mallet (brown bark dull blue green leaves)

Silver mallet (silver bark) with brown mallet (brown bark), both with shiny green leaves



Red morrel (*E. longicomis*) is an upright rough barked tree that occurs on the following aeolian or mafic soils

- (1) Soils formed on mafic rock uplands in the RDZ and ADZ. Red brown stony and loamy gravels grading to gravelly loams with alkaline subsoils.
- (2) Aeolian loamy soils usually on the west and southern sides of trunk valleys in the ADZ.
- (3) Duplex soils with a brown subsoil on slopes.

York gum can be distinguished from red morrel by its generally rougher bark and more branching form. There are several species of trees and mallees with a stocking of rough bark that occur on alkaline valley soils (often aeolian loams), and red brown clay loam soils north and east of Harrismith. These include Yorrel (*E. yilgarnensis* syn Beard *E. gracilis*), *E. myriadena* (syn Beard *E. ovularis*).

These species all have shiny leaves and rough bark, but can be differentiated from York gum by narrower leaves and smaller fruit.

DRZ = Darling Range Zone, RDZ = Rejuvenated Drainage Zone, ADZ = Ancient Drainage Zone



York Gum (*E. loxophleba*) has 3 types in the Narrogin district. They all have characteristic shiny green leaves but differ in their form and bark characteristics.

Ssp. loxophleba (tree with rough bark on whole stem) is the most common form and occurs mainly on loamy soils formed from crystalline rock (usually with jam *Acacia acuminata*).

Ssp. lissophloia is the smooth bark mallee form that occurs on lower slopes and valleys, generally on loams or loamy duplex soils often with salmon gum and gimlet east and north of Jitarning, and is common in the Merredin district.

An intergrade form that has rough bark part way up the stem is common in the Corrigin and Kukerin systems.

On the left is York gum (*E. loxophleba ssp. loxophleba*) with jam understorey.



York gum mallee (*E. loxophleba ssp. lissophloia*.)



Intergrade form



Flooded gum (*E. rudis* left) is a multi-branched tree that occurs on winter wet soils that were originally non saline, mainly in valleys and granitic duplex slopes in the DRZ and western RDZ.

Many waterways with flooded gum have become mildly saline. These areas and fresh seepages have often been colonised by the introduced weed Spiny rush (*Dacutus spp*) below.



Wandoo (*E. wandoo subsp. wandoo*) is widespread, ranging from gravels (in association with dryandras, jarrah and marri), to valley duplex soils. Where wandoo is the dominant vegetation it often indicates deep or grey sandy duplex and gravelly duplex soils. With other vegetation, it usually becomes more dominant when the soil becomes more duplex. Wandoo is widespread on lower slopes and sandy duplex valleys, often in association with salmon gum and rock sheoak.

Salmon gums dominate on very shallow sandy duplex, clay or calcareous duplex soils, with wandoo being more common sandy duplexes in deeper sandy duplexes, and rock sheoak on very deep sandy duplex patches.

Salmon gums with their shiny leaves and layered foliage can be readily distinguished from dull leafed wandoos with bunchy foliage.



Sandy duplex wandoo woodland



Broad valley with salmon gum flanked by two wandoos



Powder-bark wandoo (*E. accedens* left) generally occurs in the west of the RDZ north of Williams on breakaways and stony ridges. It often occurs near brown mallet. Both are typical of highly water repellent soils.

Powder-bark wandoo can be distinguished from wandoo by its powdery smooth bark, and much brighter white-seasonally pink bark. Wandoo bark colour is generally steel grey-yellow



Powder-bark wandoo

Wandoo

Jarrah (*E. marginata*) (below) occurs in the gravelly uplands in the DRZ and western RDZ. It indicates very gravelly and sandy gravelly soil, often with ironstone ridges, associated with marri and dryandras, but can also occur on deep pale sands.



Marri (*Corymbia calophylla*) occurs on gravelly rises and slopes in the DRZ and western RDZ, often down-slope of jarrah or dryandra ironstone ridges. It may be intermixed with jarrah on gravelly rises or wandoo on gravelly duplex soils. It generally grows on better water holding soils than jarrah, but can occur on deep grey sand over gravel.



Jam (*Acacia acuminata*) often occurs with York gum and rock sheoak, and can dominate in shallow granitic and mafic soils, with another less common wattle (*Acacia saligna*.) Sometimes it can be scattered in lower slope sandy duplex soils in dissected landscapes.

Manna wattle (*Acacia microbotrya*) can be mistaken for jam, as they often occur together. However unlike jam, manna wattle can occur on a wide range of soils, including lateritic gravels and sands.

Plant differences are that jam has slender pointed leaves, rod shaped flowers, and flowers in spring; while manna wattle has broader sickle-shaped leaves, ball flowers and flowers in late autumn.



Mallees are most common in the ADZ and eastern RDZ). The eastern edge of the district is the start of the mallee zone with widespread mallee duplex soils. Mallee scrub with melaleuca understorey usually indicates duplex or shallow soils (e.g. near breakaways, and rocky, or hard setting areas).

A few species - mottlecah (*E. macrocarpa*), white mallee (*E. albidata*), ridge fruited mallee (*E. incrassata*), and mallee white gum (*E. phaenophylla*) occur with sandplain and gravel heath

Apart from a few easily identifiable species like mottlecah, it is difficult to associate the many species with soil type without species identification keys. You can gain an idea of soil type by noting the type of understorey in conjunction with landscape clues like slope, rock fragments, and topsoil features.



Mottlecah (*E. macrocarpa*) is commonly found on yellow sandy soils and some pale gravelly sands in ADZ



White mallee (*E. albidata*) is found in the same areas as Mottlecah on grey sandy laterites



Mallee scrub; shallow hard-setting mallee duplex soil with sparse understorey



Mallee scrub; shallow sandy duplex with dense melaleuca understorey



Melaleucas occur in all zones and many landscape positions. They are common on mallee duplex soils, or soils that can be winter wet. Where melaleucas are the dominant vegetation, they often indicate soils that are waterlogged in winter

The plants shown are from the frequently occurring *Melaleuca uncinata* group.



Sheoaks (small trees) and **Tammas** (mainly shrubs) have needle type foliage with separate male (pollen) and female ('nut') plants. Salt sheoak (*Casuarina obesa*) favours saline and wet areas, but the others are *Allocasuarina* species that indicate well drained sandy or gravelly soils.

Rock sheoak (*Allocasuarina huegeliana*) is widespread. Before agriculture, it was mainly on granitic sandy surfaced soils, sandy gravels and deep sandy duplex soils. However it has colonised many different well drained soils on roadsides.

Black tamma (*Allocasuarina acutivalvis*) occurs mainly on mafic and yellow stony and shallow gravels, in the east of the district.

Tamma, the most common tamma (*Allocasuarina campestris*) occurs with black tamma, but tends to be more common in deeper or loamier gravels and yellow earths.



Rock sheoak

Salt sheoak with samphire near a salt lake



Tamma

Black tamma

Male tamma with pollen and typical needle like foliage

Sandy soil vegetation



Roadside tea tree (*Leptospermum erubescens*) is common on well drained sandy surfaced soil. Tea trees are common on deep grey sands, but are colonising species that have spread on well drained disturbed areas.



Christmas tree (*Nuytsia floribunda* left) an indicator of deep grey sandy soils, with **sheoak** (*Allocasuarina fraseriana* right) that occurs on Darling Range sands and sandy gravels.



Sandplain cypress (*Actinostrobus arenarius*) often occurs in sandy soil, particularly yellow aeolian deep sands with Acorn banksia and woody pear



Woody Pear (*Xylomelum angustifolium*) occurs mainly on smooth slopes and crests and in dunes adjoining salt lakes and old drainage lines, mainly north and east of Pingelly.

It often occurs with banksias, sandplain cypress, roadside tea tree and sandplain heath. It indicates aeolian deep yellow sands. The image on the left shows woody pear with tamma.

Proteaceous species are major components of lateritic and sandy heaths, and as understorey species are a good guide to differentiating mallee duplex gravels from other duplexes.

Banksias are generally a good guide to sandy gravel and deep sandy soils.



Bull banksia (*Banksia grandis*) is a common tree on Darling Range gravels



Acorn banksia (*B. prionotes*) is a common tree on aeolian yellow sand



Sphere banksia (*B. sphaerocarpa*) is a shrub found in many sand and gravel heaths



Woolly banksia (*B. baueri*) is a feature of lateritic grey sandy soils to the east.

Grevilleas are also noticeable in lower rainfall sandplain heath, particularly yellow sand over gravel, but also occur on other well drained upland soils.



Flame grevillea (*G. eriostachya*) is a feature of yellow sandplain.



Hookers grevillea (*G. hookeriana*) is a feature of yellow sand over gravel soils.

Hakeas have similar flowers to grevilleas, but have a persistent woody fruit (see below). They are very common on sandy gravel to shallow and loamy gravel soils, but can occur on a range of soils. Needle hakea (*Hakea preissii*) occurs on red clay soils)



Fan leaf hakea
(*Hakea brownei*)

Marble hakea
(*Hakea incrassata*)

Honeybush
(*Hakea lissocarpha*)

Dryandras (now in the *Banksia* genus) with their prickly vegetation are a noticeable feature of shallow gravel and sandy gravel soils.



Parrot bush (*Banksia sessilis*) is common on Darling Range gravels.

Prickly dryandra (*Banksia armata*) is widespread on shallow gravels

Dryandra rich shallow sand over gravel vegetation near Harrismith.

Other sandplain Proteaceae



Stinkwood (*Jacksonia sternbergiana*) is common on deep grey sandy soils

Chittick (*Lambertia inermis*) is common on grey sand over gravel soils in the south east

Woolly bush (*Adenanthos sericea*) is also common on deep grey sandy soils.

Appendix 4 – Declared Rare Flora and Fauna in the Shire of Goomalling

The following has been taken from the Protected Matters Report produced by the Federal Department of Agriculture, Water and the Environment in August 2020. This report provides general guidance on matters of national environment significance and other matters protected by the *Environmental Protection and Biodiversity Conservation (EPBC) Act 1999*.

Matters of National Environmental Significance

Threatened Ecological Communities [\[Resource Information\]](#)

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Name	Status	Type of Presence
Eucalypt Woodlands of the Western Australian Wheatbelt	Critically Endangered	Community likely to occur within area

Threatened Species [\[Resource Information\]](#)

Name	Status	Type of Presence
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BIRDS

Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat known to occur within area
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Calyptorhynchus latirostris Carnaby's Cockatoo, Short-billed Black-Cockatoo [59523]	Endangered	Breeding known to occur within area
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Falco hypoleucos Grey Falcon [929]	Vulnerable	Species or species habitat may occur within area
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Leipoa ocellata Malleefowl [934]	Vulnerable	Species or species habitat likely to occur within area
---	------------	--

Pezoporus occidentalis Night Parrot [59350]	Endangered	Species or species habitat may occur within area
--	------------	--

Rostratula australis Australian Painted Snipe [77037]	Endangered	Species or species habitat may occur within area
--	------------	--

MAMMALS

Dasvurus geoffroi Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat may occur within area
--	------------	--

Myrmecobius fasciatus Numbat [294]	Endangered	Species or species habitat known to occur within area
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Phascolagale calura Red-tailed Phascolagale, Red-tailed Wambenger, Kenngoor [316]	Vulnerable	Species or species habitat likely to occur within area
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OTHER

Idiosoma nigrum Shield-backed Trapdoor Spider, Black Rugose Trapdoor Spider [66798]	Vulnerable	Species or species habitat known to occur within area
--	------------	---

PLANTS

Acacia ataxiphyllo subsp. magna Large-fruited Tammin Wattle [64823]	Endangered	Species or species habitat known to occur within area
--	------------	---

Name	Status	Type of Presence
Acacia cochlocarpa subsp. cochlocarpa Spiral-fruited Wattle [23877]	Endangered	Species or species habitat known to occur within area
Acacia cochlocarpa subsp. velutinos Velvety Spiral Pod Wattle [65112]	Critically Endangered	Species or species habitat likely to occur within area
Acacia vassalli Vassal's Wattle [6144]	Endangered	Species or species habitat known to occur within area
Acacia volubilis Tangled Wattle, Tangle Wattle [6476]	Endangered	Species or species habitat may occur within area
Caladenia drakeoides Hinged Dragon Orchid [68687]	Endangered	Species or species habitat known to occur within area
Caladenia huegelli King Spider-orchid, Grand Spider-orchid, Rusty Spider-orchid [7309]	Endangered	Species or species habitat may occur within area
Calectasia pignattiana Stilted Tinsel Lily [82018]	Vulnerable	Species or species habitat likely to occur within area
Chorizema humile Prostrate Flame Pea [32573]	Endangered	Species or species habitat may occur within area
Dasymalla axillaris Native Foxglove [38829]	Critically Endangered	Species or species habitat may occur within area
Daviesia dielsii Diels' Daviesia [19617]	Endangered	Species or species habitat may occur within area
Daviesia euphorbioides Wongan Cactus [3477]	Endangered	Species or species habitat known to occur within area
Fremophila viscida Varnish Bush [2394]	Endangered	Species or species habitat may occur within area
Eucalyptus recta Silver Mallet [56430]	Endangered	Species or species habitat may occur within area
Gastrolobium appressum Scale-leaf Poison [7358]	Vulnerable	Species or species habitat may occur within area
Gastrolobium hamulosum Hook-point Poison [9212]	Endangered	Species or species habitat likely to occur within area
Grevillea christineae Christine's Grevillea [64520]	Endangered	Species or species habitat known to occur within area
Grevillea dryandroides subsp. dryandroides Phalanx Grevillea [64646]	Endangered	Species or species habitat may occur within area
Grevillea dryandroides subsp. hirsuta Hairy Phalanx Grevillea [64577]	Endangered	Species or species habitat likely to occur within area
Gyrostemon reticulatus Net-veined Gyrostemon [8491]	Critically Endangered	Species or species

Name	Status	Type of Presence
Hemiantra gardneri Red Snakebush [7945]	Endangered	habitat may occur within area Species or species habitat may occur within area
Hemiantra rutilans Sargents Snakebush, Colourful Snakebush [17932]	Endangered	Species or species habitat likely to occur within area
Lysiosepalum abollatum Woolly Lysiosepalum [83216]	Critically Endangered	Species or species habitat may occur within area
Melaleuca sciostylia Wongan Melaleuca [24324]	Endangered	Species or species habitat may occur within area
Microcorys eremophiloides Wongan Microcorys [3498]	Vulnerable	Species or species habitat known to occur within area
Philothea wonganensis Wongan Eriostemon [64945]	Endangered	Species or species habitat may occur within area
Roycea pycnophylloides Saltmat [21161]	Endangered	Species or species habitat likely to occur within area
Symonanthus bancroftii Bancrofts Symonanthus [12837]	Endangered	Species or species habitat may occur within area
Verticordia hughanii Hughan's Featherflower [11434]	Endangered	Species or species habitat known to occur within area
Verticordia staminosa subsp. staminosa Wongan Featherflower [55825]	Endangered	Species or species habitat likely to occur within area
REPTILES		
Egernia stokesii badia Western Spiny-tailed Skink, Baudin Island Spiny-tailed Skink [64483]	Endangered	Species or species habitat may occur within area
Migratory Species		[Resource Information]
* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.		
Name	Threatened	Type of Presence
Migratory Marine Birds		
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area
Migratory Terrestrial Species		
Motacilla cinerea Grey Wagtail [642]		Species or species habitat may occur within area
Migratory Wetlands Species		
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat may occur within area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat known to occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat known to occur within area

Name	Threatened	Type of Presence
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area
Calidris ruficollis Red-necked Stint [860]		Species or species habitat known to occur within area
Tringa nebularia Common Greenshank, Greenshank [832]		Species or species habitat may occur within area



9.6 DOWERIN SUGGESTION REGARDING MEDICAL SERVICES

DATE:	27 January 2021
SUBJECT:	Medical Services
PROPONENT:	Shire of Dowerin, Medical Surgery
LOCATION:	Medical Surgery
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	N/A

PURPOSE

To discuss and approach made to the Shire of Dowerin regarding medical services.

BACKGROUND

Council operates a medical surgery where the Shire of Dowerin makes an annual contribution of up to 50% or \$25,000 toward any losses incurred. The Shire of Dowerin is happy with this service and wishes to remain a part of the service.

The Dowerin CEO has recently been approached by a Dr Awogun whose main practice is in Perth however he also has practices in Koorda and Wyalkatchem. Dr Awogun was proposing to reinstate a service in Dowerin one day a week and was looking for Council support to offset costs.

The Dowerin Council is not necessarily keen to reinstate this service, however there was interest from its Council to facilitate a discussion to determine if there is an opportunity for Dr Awogun to practice at Goomalling to compliment the current service and support Nina. The Shire of Dowerin understands that it may not be feasible to do so but thought there may be merit to at least have a conversation.

Significant discussions would need to occur with our resident doctor, surgery staff, the Shire of Dowerin and Dr Awogun prior to any item coming back to Council for decision.

STATUTORY IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

This matter is provided as a discussions item before moving to costing and the like.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.

ATTACHMENTS

Nil

OFFICER COMMENT

This item is provided for discussion only.



VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council:

Discuss this matter and ascertain whether it has an appetite to enter into further discussions.



9.7 APPLICATION TO KEEP 3 DOGS, 68 JAMES STREET

DATE:	27 January 2021
SUBJECT:	Application to keep 3 dogs
PROPONENT:	Shelley Brown
LOCATION:	68 James Street Goomalling
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	50
ASSESSMENT NO:	N/A

PURPOSE

To consider a request to keep three dogs at 68 James Street Goomalling.

BACKGROUND

Shelley Brown of 68 James Street has made application to keep three dogs at 68 James Street Goomalling. Councils Ranger has inspected the property and made report on her findings. The CEO has written to surrounding landholders seeking comment regarding the proposal. One submission was received and has been attached to this item.

STATUTORY IMPLICATIONS

Local Government Act 1995
Dog Act 1976

POLICY IMPLICATIONS

Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

There are no significant financial implications for the Shire of Goomalling.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.

ATTACHMENTS

Nil

OFFICER COMMENT

Ranger: Gloria Robinson

Number of Dogs	Dog Name	Breed	Colour	Age	Sex	Rego No.
1	Bear	Mastiff X	Brown / White		M	230007
2	Jack	Hunterway X	Brown / White		M	230008
3	Bully	Staffy X	White / Tan		M	

Fencing



Materials used for Fencing: The boundary fence is 1.8-meters high made from Colourbond fencing and is in good condition. There is a 1.2-meter-high fence dividing the front yard from the back yard under the carport and this structure is made from assorted bits and pieces. There is another fence on the right-hand side of the house that is made from Colourbond and is very secure.

Locking devices on gates: The side gates are secured by a latch.

Housing

Means of housing: The dogs are free to move around the back yard. There is a large undercover veranda area that contains lounges for the dogs to sit on.

Bedding: The dogs sleep on lounges under the veranda.

Water Supply: There is a large water bucket under the veranda that is suitable to hold enough water for 3 large dogs.

Condition of existing dogs Suitable Not Suitable

Details: The dogs are in a good health and condition and were very friendly.

Ranger Notes:

All 3 dogs were very friendly towards me upon arrival. The dogs did not show any signs of aggression towards each other and the owner did advise me that she must keep them separated around food as two of them will fight if not supervised. The dogs are in excellent condition and the dog's faeces are picked up and removed from the property daily.

Council wrote to 9 adjoining neighbours giving them the opportunity to provide feedback as to whether they do or do not support this application.

One neighbour objected to the application. The objection is attached.

RANGER RECOMMENDATION:

That Council APPROVE the application for three dogs to be housed at 68 James Street Goomalling in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering; and
2. The exemption applies only to the 3 dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption ceases to have effect; and
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the *Dog Act 1976* in respect of any of the dogs, or any person in charge of those dogs; and
4. The subject property must be kept clear of all animal excreta using proper disposal methods; and
5. Adequate cover and protection are always to be available to the dogs; and
6. The dogs are to be adequately confined in accordance with Section 18 of the Shires Dog Local Law; and
7. **The dividing fence between the carport and rear yard is to be replaced with a 1.8 metre Colourbond fence suitable to contain the 3 dogs and the gate latches to be raised so that a child cannot open them;** and
8. The property is to be inspected Annually by the Council Ranger; and



SHIRE OF GOOMALLING

AGENDA FOR ORDINARY MEETING OF COUNCIL
WEDNESDAY 3 FEBRUARY 2021

9. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.



Dividing gate – under carport



Fencing in back yard



Lounge under veranda – Jack



Water Bowl - Buddy



Bear



Veranda area



VOTING REQUIREMENT

Simple Majority

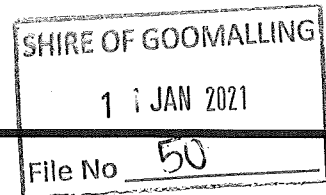
RECOMMENDATION

That the Council:

APPROVE the application for three dogs to be housed at 68 James Street Goomalling in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:

1. The approval is given on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering; and
2. The exemption applies only to the 3 dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption ceases to have effect; and
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the *Dog Act 1976* in respect of any of the dogs, or any person in charge of those dogs; and
4. The subject property must be kept clear of all animal excreta using proper disposal methods; and
5. Adequate cover and protection are always to be available to the dogs; and
6. The dogs are to be adequately confined in accordance with Section 18 of the Shires Dog Local Law; and
7. **The dividing fence between the carport and rear yard is to be replaced with a 1.8 metre Colourbond fence suitable to contain the 3 dogs and the gate latches to be raised so that a child cannot open them; and**
8. The property is to be inspected Annually by the Council Ranger; and
9. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.

Goomalling EACEO



From: frank moore <graffito-lux_fm@hotmail.com>
Sent: Monday, 11 January 2021 12:21 AM
To: Goomalling EACEO
Subject: re. A third dog at 69 James Street...

Ref: PB20070

To whom it may concern,

I recently called in to the council offices in regard to my neighbours at 68 James Street getting a third dog. I stated at that time that I am not okay with this & explained to Gloria (our Ranger) why. I was asked to put my decision in writing. Unfortunately, I lost track of time & thought that Friday (08-01-2021) was Thursday (07-01-2021). I did not learn the error of this assumption until I went to the local supermarket late on Friday afternoon.

As stated above, I gave the reasons for my decision, at the council office, in person. I will summarise them here:

1). The very first time that I saw the dog, the one that they have had the longest, it made a blitz attack on me & bit me on the thigh as I was descending my front steps. The dog's owner saw it bolting out of their yard & shouted for it to come back. He was ignored.

I immediately told him what had just happened, went back into my house, took a photo of the wound & applied some tea-tree oil. I then went next door & showed my neighbour & his wife the photo of the injury. They said that they were 'okay' with me reporting the matter to the council. As if I needed their permission? I said that I did not want to cause trouble for them, however, they had to do something about the dog. Meaning that they needed to get rid of it. I do not understand why anyone would want to keep such an aggressive animal in a populated area.

They have kept the dog locked up since & it has gone "stir crazy."

2). They have no control over this animal, yet they don't even put a lead on it (a harness would be more appropriate) when taking it out to the car for a trip to exercise somewhere. The dog inevitably bolts & they have difficulty getting it to return & get into the car.

3). Since then, they have got a second dog & the two of them fight a lot. Every day, while I hand-water my fruit trees & vegie patches I am confronted with the first (more aggressive) dog, barking & jumping against the fence, trying to knock it down. It also tries to dig under the fence. It is quite intimidating.

I now realise, & feel somewhat ashamed of, the serious error of judgement that I made in not reporting being bitten. When this happened, I was carrying a plastic leaf rake to clear up some prunings. I was not brandishing the implement, just holding it close by my side with the handle extending upwards behind my shoulder. Perhaps a previous owner used to beat

the animal with a stick. That is unfortunate. But if this animal escapes its confinement, or bolts on its way to the car & sees a child playing with a bat or a stick, the consequences could be truly dire.

A third dog will make a pack; with the aggressive animal setting the tenor for the other two.

Thank you for keeping me informed of events regarding the request to keep a third dog, & your time & consideration in this matter.

Yours sincerely,
Frank Moore.



9.8 CASH CONTRIBUTION - MORTLOCK PONY CLUB

DATE:	27 January 2021
SUBJECT:	Cash Contribution – Mortlock Pony Club
PROPONENT:	Salaries and Allowance Tribunal
LOCATION:	Whole of Shire
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	N/A

PURPOSE

To authorise unbudgeted expenditure – Mortlock Pony Club as per the lease agreement.

BACKGROUND

Council entered into a lease agreement with the Mortlock Pony Club in March 2014 for a period of seven years with the option for two further terms of the same duration. The first term is due to expire 2nd April 2021.

A condition within the lease at 10.2 states the following;

10.2 Lessor Contribution

- (a) Within 5 Business Days of the Lessee providing the Lessor with appropriate tax invoices from the relevant suppliers, in a form acceptable to the Lessor, the Lessor will pay to the Lessee up to \$5000.00 (“Cash Contribution”) as a contribution to the cost of the Lessee Works.**
- (b) The Lessor will provide plant hire and labour hire (of the Lessors own plant and labour) to the Lessee to enable the Lessee to carry out the Lessee Works to a maximum value of \$25,000.00.**

This obliges Council to contribute a maximum of \$5,000 toward works that the club wishes to undertake during the first lease period and up to \$25,000 in plant and labour costs as well.

It is my understanding that these costs relate to the first lease period and that we can assume that any subsequent lease term will not include such extra costs.

Council has provided several thousand dollars in in-kind labour, materials and plant prior to this request.

STATUTORY IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

The expenditure is unbudgeted as no request was put forward from the Pony Club during the advertising period for budget submissions.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.



ATTACHMENTS

Nil

OFFICER COMMENT

The Pony Club has submitted a building application for the proposed clubhouse, has requested some works from Council and has provided some documentation with the request for funds. The CEO has requested further documentation to confirm that the expenditures are legitimate and have been incurred.

Once this has been provided, the CEO will be obligated to make the payment.

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That the Council:

Endorse the out of budget expenditure for the cash contribution to the works of the Mortlock Pony Club as per the terms of the lease document.

10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

12. MATTERS BEHIND CLOSED DOORS

The meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.



9.9 APPLICATION TO KEEP 6 DOGS, 241 SHEEN ROAD

DATE:	28 January 2021
SUBJECT:	Application to keep 6 dogs
PROPONENT:	Maria Rebane
LOCATION:	241 Sheen Road
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	50
ASSESSMENT NO:	N/A

PURPOSE

To consider a request to keep six dogs at 241 Sheen Road, Wongamine (64 Hectares).

BACKGROUND

Maria Rebane of 241 Sheen Road has made application to keep six dogs at 241 Sheen Road, Wongamine. Councils Ranger has inspected the property and made report on her findings. The CEO has written to surrounding landholders seeking comment regarding the proposal. No submissions were received.

STATUTORY IMPLICATIONS

Local Government Act 1995
Dog Act 1976

POLICY IMPLICATIONS

Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

There are no significant financial implications for the Shire of Goomalling.

STRATEGIC IMPLICATIONS

This matter is not directly dealt with within the Community Strategic Plan.

ATTACHMENTS

Nil

OFFICER COMMENT

Ranger: Gloria Robinson

Number of Dogs	Dog Name	Breed	Colour	Age	Sex	Rego No.
1	Bella	Jack Russell X	Red / Tan	6	F	LT0026
2	Eddy	Jack Russell X	Black/ White	1.5	M	LT0245
3	Max	Jack Russell X	Black / Tan	5M	M	
4	George	Jack Russell X	Black / Tan	5M	M	



2. The exemption applies only to the 5 dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect; and
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the *Dog Act 1976* in respect of any of the dogs, or any person in charge of those dogs; and
4. The subject property must be kept clear of all animal excreta using proper disposal methods; and
5. Adequate cover and protection are always to be available to the dogs; and
6. The dogs are to be adequately confined in accordance with Section 18 of the Shires Dog Local Law; and
7. An automatic drinking device system is to be installed in the yard area; and
8. The property is to be inspected Annually by the Council Ranger; and
9. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.



Rear Yard Gate



Rear Yard Area



Side Yard



Rear Yard Area



Side Yard Area



Side Gate



Outside Water Container



Outside Lounge



Bella



Eddy



Max & George

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council:

APPROVE the application for 5 dogs to be housed at 241 Sheen Rd Wongamine in accordance with Section 26.3 of the Dog Act 1976 with the following conditions:

1. The approval being placed on the condition that the dogs do not prove to be a nuisance (to the satisfaction of Council) to adjoining or adjacent neighbours in terms of barking, aggressive behaviours and / or wandering; and
2. The exemption applies only to the 5 dogs stated on the application. Once any of the dogs are deceased, sold or otherwise disposed of, the exemption for that particular dog ceases to have effect; and
3. The exemption will cease to have effect on the date of any conviction for an offence relating to the Dog Act 1976 in respect of any of the dogs, or any person in charge of those dogs; and
4. The subject property must be kept clear of all animal excreta using proper disposal methods; and
5. Adequate cover and protection are always to be available to the dogs; and
6. The dogs are to be adequately confined in accordance with Section 18 of the Shires Dog Local Law; and
7. An automatic drinking device system is to be installed in the yard area; and
8. The property is to be inspected Annually by the Council Ranger; and
9. Access to the property is to be given to the Council Ranger for the Annual Inspection, or more regularly if the Council so determines.



10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

Nil

12. MATTERS BEHIND CLOSED DOORS

Nil

13. INFORMATION BULLETIN

13.1 INWARDS CORRESPONDENCE LISTING

Karen Mannaerts– Executive Assistant

Date Received	From	Description	File Number	Distribution
18/12/2020	WALGA	Local Government News Issue 50	102-6	Via email 22/12/2020
22/12/2020	WA LG Grants Commission	Visiting Program 2021 – visit to Goomalling on 12/2/21	74-1	Via email 5/1/2021
4/1/2021	Department of Home Affairs - Citizenship Ceremonies Section	Update to lyrics of Australia's national anthem	9	Via email 4/4/2021
12/01/2021	WALGA	Vacancies on Boards and Committees		Via email 22/12/2020
	President	Farewell, Christine Schorer		Via email 27/1/2021



13.2 ACTION LIST
 Peter Bentley

Item No	Action required	Status		Comments
		In prog	complete	
20	1. Review the attached draft Fitness for Work Policy; 2. Provide the policy to all staff for comment and review; 3. Should there be no objections from the staff implement and adopt the policy.	✓		To be included in Policy Manual Review in 2020
32	<ul style="list-style-type: none"> • Give Mr Reiger a further 60 days to comply with the Demolition Order; and • If not completed within this timeframe, then Council will carry out the demolition of the house that has been subject to previous orders of Council, in accordance to <i>Section 140 of the Health (Miscellaneous Provisions) Act 1911</i> and recover the cost from the owners. 	✓		
34	<ul style="list-style-type: none"> • Give Mr Reiger a further 60 days to comply with the Clean Up Order; and • If not completed within this timeframe, then Council will carry out the Clean-up of Lot 239 that has been subject to previous orders of Council, in accordance to <i>Section 140 of the Health (Miscellaneous Provisions) Act 1911</i> and recover the cost from the owners. 	✓		

13.3 CEO'S REPORT
 Peter Bentley

To be presented verbally



13.4 WORKS MANAGER'S REPORT
 David Long

WORKS CREW REPORT DECEMBER 2020

DATE	WORK DESCRIPTION
1	Refuse site maintenance/GO 033 -Pre start check- refuel and clean/Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
2	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Bowen - set up signs and traffic cones on bike path works/Long Forrest-prune trees blocking vision on road signs.
3	/Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Schell road-Inspect road signage.
4	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
5	Weekend
6	Weekend
7	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise/Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
8	Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Footpaths-Level off access's on Bowen-Forrest and Hoddy.
9	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Bowen - pick up signs and traffic cones on bike path/Smit Rd-Inspect guide posts and install new where required.
10	Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Gabby Quoi Quoi -Inspect and replace signs and guide posts where required.
11	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
12	Weekend
13	Weekend
14	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
15	Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
16	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Long Forrest-Inspect and replace signs where required.
17	Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
18	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/GSC-Water, grade and roll access roads/Calingiri-Lop overhanging limbs in front of signs.



19	Weekend
20	Weekend
21	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
22	Staff leave/Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted/Spark - inspect signage and road condition.
23	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise /Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
24	Calingiri -SLK 12.05 to 15.65 - Gravel overlaying lime stabilised sub base - 150 mm compacted.
25	Public Holiday
26	Weekend
27	Weekend
28	Public Holiday
29	Staff leave
30	Rubbish run/Refuse site maintenance/Railway Tce public toilets + Konnongorring Hall Toilets-clean-sanitise
31	Staff leave

OTHER WORKS

Dowerin Work Camp, Tennis Pavilion - paving

CURRENT WORKS

Calingiri Rd – Lime stabilisation of existing sub base, Gravel overlaying to 150 mm compacted, Cement stabilisation of new gravel pavement with sealing to complete works SLK 12.05 to 15.65

WORKS SCHEDULED

Bejoording Rd - Road reconstruction, stabilising and sealing works SLK 0.00 to 5.35

Konnongorring West Rd - Road reconstruction and sealing works SLK 1.99 to 2.99



MAINTENANCE GRADING REPORT

SOUTH WEST

ROAD NAME	DATE
ANDERSON	21.2.20
BEBAKINE	5.11.20
BEECROFT	8.12.20
BOLGART EAST	18.12.20
CHITIBIN	4.2.20
CLARKE	21.10.20
CLAY PIT	26.6.20
EATON	18.2.20
GOON GOONING	26.6.20
HUGHES	11.11.20
JENNACUBBINE E	10.11.20
KROE HUT	26.8.20
LAWLER	10.11.20
LEESON	9.7.20
LONG FORREST	11.12.20
MC LEAN	18.2.20
MUGGIN MUGGINS	19.2.20
ROSSMORE	18.2.20
ROWLES	6.7.20
SAWYER	26.6.20
SHEEN	11.11.20
SMITH	4.11.20
TYNDALL	11.12.20
WONGAMINE	3.11.20

SOUTH EAST

ROAD NAME	DATE
ABBATOIR	30.12.19
BERRING	18.8.20
BERRING E	18.5.20
BOASE	9.9.20
BROOKSBANK	16.7.20
DICK ST	8.9.20
GEORGE ST	8.9.20
HAGBOOM STH	2.12.19
HAYWOOD ST	8.9.20
HULLOGINE	21.7.20
KUNZIA WAY	8.9.20
MARTINDALE WAY	8.9.20
PATTERSON	15.7.20
PEAR TREE DRIVE	8.9.20
ROBERT	14.4.20
SLATER ST	8.9.20
SADLER	22.7.20
SALMON GUM WAY	16.12.20
SHORT ST	8.9.20
SMITH ST	8.9.20
UCARTY	9.9.20
YORK GUM WAY	16.12.20
WATERHOUSE WAY	8.9.20
WILLIAM ST	8.9.20

NORTH WEST

ROAD NAME	DATE
BAIN	5.4.19
BURNT HILL	29.5.20
BURABADJI	26.3.19
CACTI	3.6.20
CARTER	10.6.20
COULTHARD	3.6.20
DEW	16.1.20
DONALD	5.6.20
GLATZ	11.6.20
HAYWOOD	9.6.20
JONES	29.5.20

NORTH EAST

ROAD NAME	DATE
BERRING	29.4.20
BOTHERLING E	15.12.20
BURABADJI E	29.4.20
BYBERDING	21.5.20
CARTER EAST	11.5.20
COOPER	12.5.20
DEAN	20.5.20
DOWERIN-KONNONGORRING	15.12.20
EGAN	29.10.20
EVANS	28.4.20
FAIRLEE	12.5.20

SHIRE OF GOOMALLING

AGENDA FOR ORDINARY MEETING OF COUNCIL
WEDNESDAY 3 FEBRUARY 2021



KONNONGORRING W	25.5.20
LORD	11.6.20
MORREL	21.5.20
PINKWERRY	25.5.20
WHITFIELD	2.6.20

GABBY QUOI QUOI	19.5.20
GRIFFITH WHALEY	13.5.20
KALGUDDERING W	12.5.20
KING	5.3.20
LAKE	22.4.20
MOUNTJOY	20.5.20
NAMBLING NTH	1.5.20
OAKPARK	21.12.20
PRYOR	29.4.20
SAWYER	6.3.20
SCHELL	1.5.20
SEIGERT	20.5.20
SHARA	1.5.20
SLATER	29.10.20
SPARK	21.12.20
WHITE	18.4.19
WILLIAMS	11.5.20



13.5 PARKS & GARDENS REPORT

David Long

DECEMBER 2020

DATE	WORK DESCRIPTION
1	Daily watering schedule/Hockey oval-manual water/Pool-edge and mow lawns-reticulation repairs-garden bed maintenance/Anstey Park-Reticulation repairs/Koomal Village-edge and mow lawns-garden bed maintenance-reticulation checks/Footpaths-blower vac/Football and Hockey oval-fertilise/Football oval-unblock sprinklers.
2	Daily watering schedule/Hockey oval-manual water/APU-Reticulation repairs/Railway Station-Garden bed maintenance-blower vac veranda/APU-edge and mow lawns-garden bed maintenance-prune trees and shrubs-reticulation maintenance/
3	Daily watering schedule/Hockey oval-manual water/Administration-blower vac all verandas/Railway Tce-Tidy up public toilet area-Remove old star picket from under big tree/APU-edge and mow lawns-garden bed maintenance-prune trees and shrubs-reticulation maintenance/Cricket Pitch-mow, fertilise and water-pick up wicket soil from Perth.
4	Daily watering schedule/Hockey oval-manual water/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Railway Tce-Hedge shrubs/Football oval-mow/Cricket nets-rake and remove leaves, limbs and rubbish.
7	Daily watering schedule/Hockey oval-manual water/Railway Tce-fertilise lawns/Town site-ant control on footpaths and verges-remove fallen limbs/& Forward-mow -garden bed maintenance/Football oval-mow/Tennis Pavilion-Prune shrubs-garden bed maintenance.
8	Daily watering schedule/Hockey oval-manual water/Quinlan St-fertilise lawn/Town streets-sweep with street sweeper/Railway Station-blower vac veranda/Administration-blower vac all veranda's/Koomal Village-edge and mow lawns-garden bed maintenance-prune trees and shrubs-reticulation maintenance/Senior citizens-prune shrubs/Pavilion and Gym-edge and mow lawns/Football oval-line mark cricket boundary.
9	Daily watering schedule/Hockey oval-manual water/Town lawn-insect control on all lawns/Railway Tce-edge and mow lawns/Cricket pitch - prepare for cricket/Football oval-whipper snip and tidy surrounds.
10	Daily watering schedule/Hockey oval-manual water/Millsteed - Replace reticulation pipes/41 Throssell-Install new reticulation controller-reticulation repairs/CRC-Weed control rear yard/Memorial Park-Blower vac-remove leaves, limbs and debris/Cricket Pitch-Prepare for cricket match/Tennis pavilion-edge gardens-paved area.
11	Daily watering schedule/Hockey oval-manual water/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Railway Tce-mow lawns/Cricket Pitch-Prepare for cricket match/Tennis pavilion-mow lawns.
14	Daily watering schedule/Hockey oval-manual water/Railway Tce-Repair reticulation in median island gardens/41 Throssell-Repair reticulation sprinklers/Anstey-Garden bed maintenance/Hockey oval-mow/Recreation ground-rake, remove leaves, limbs and debris from the surrounds.
15	Daily watering schedule/Hockey oval-manual water/Koomal Village-Garden bed maintenance/APU-Garden bed maintenance/Hockey oval-Trim surrounds-weed oval/Cricket pitch-water, fertilise and top dress bare areas.

SHIRE OF GOOMALLING

AGENDA FOR ORDINARY MEETING OF COUNCIL
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16	Daily watering schedule/Hockey oval-manual water/Farmers Club-Insect control and mow lawn/Railway Tce-Garden bed maintenance on the Rae Flora garden/Public Toilets and War Memorial-rake and tidy/Town site-Clear leaves, limbs and debris from drains/Recreation ground surrounds-weed control and clean up/Gym lawn-repair reticulation.
17	Daily watering schedule/Hockey oval-manual water/Farmers club-edge and mow lawn/Administration-edge and mow lawn/Railway Station-garden bed maintenance/Anstey park-edge and mow lawns-reticulation repairs/Football oval-clear blocked sprinklers.
18	Daily watering schedule/Hockey oval-manual water/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Town Hall-weed control and tidy up surrounds/Town streets-sweep with street sweeper/Railway Tce-edge and mow lawns/Millsteed-edge and mow lawns/Senior Citizens-clean up surrounds/Town site-weed control/GSC pavilion-garden bed maintenance.
21	Daily watering schedule/Hockey oval-manual water/Administration-Garden bed maintenance-plant new shrubs in garden beds-reticulation repairs/Museum-remove dead shrubs-clean up surrounds/32 Eaton-edge and mow lawn-garden bed maintenance/Town site-weed control on footpaths.
22	Daily watering schedule/Hockey oval-manual water/Administration-liquid fertilise lawn/Farmers Club-liquid fertilise lawn/Millsteed-liquid fertilise lawn/APU-edge and mow lawns-garden bed maintenance/7 Forward-edge and mow lawns/Memorial Park-clean up and blower vac/Football oval-Mow oval-remove reels from Jacobsen mower for servicing.
23	Daily watering schedule/Hockey oval-manual water/Museum-Clean up surrounds/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/APU-edge and mow lawns-garden bed maintenance-clean up surrounds/Jacobsen Mower-take reels to Northam for servicing/Pavilion and Gym-edge and mow lawns-reticulation check and repairs.
24	Daily watering schedule/Hockey oval-manual water/Railway Museum-Rake and remove leaves limbs and debris/Railway Tce-edge and mow lawns.
29	Daily watering schedule.
30	Daily watering schedule/Bebakine rd.- Assist with fallen tree removal/All properties-Reticulation checks/Public Toilets and War Memorial-rake and tidy/Town streets - pick up fallen limbs and general refuse-rake and remove leaves from drains and kerbs/Railway Tce-Hedge island garden beds.
31	Daily watering schedule/Railway Tce-street sweeping.

SHIRE OF GOOMALLING

AGENDA FOR ORDINARY MEETING OF COUNCIL
WEDNESDAY 3 FEBRUARY 2021



13.6 PLANT REPORT

David Long

				KMS/HRS	SERVICE
FLEET	MACHINE	KM/HRS START	KM/HRS END	COMPLETED	INTERVAL
GO 009	UTE	-11369	13276	1907	250
GO 010	J DEERE	0	0	0	250
GO 015	UTE	-12232	15750	3518	15000
GO 016	UTE	-228994	229603	609	15000
GO 017	TRUCK	-211267	212878	1611	15000
GO 018	TRUCK	-224931	227304	2373	15000
GO 019	TRUCK	-497924	500308	2384	15000
GO 020	VOLVO	-16029	0	-16029	500
GO 021	12 H	-14681	14751	70	500
GO 022	STEEL ROLLER	-4665	4679	14	250
GO 023	UTE	-113361	114854	1493	15000
GO 024	LOADER	-8781	8839	58	500
GO 025	MULTI ROLLER	-1831	1850	19	250
GO 027	TRUCK	-266028	266414	386	15000
GO 028	BACKHOE	-312	329	17	500
GO 033	COASTER BUS	-174991	175648	657	15000
GO 034	MASSEY	0	0	0	500
GO 037	UTE	-96980	97726	746	15000
GO 038	UTE	-139950	140636	686	15000
GO 039	UTE	-241011	243589	2578	15000
GO 040	SUV	-55003	55324	321	15000
GO 041	TRUCK	-230992	231078	86	15000
GO 042	UTE	-109076	110014	938	15000
GO 183	UTE	-217120	217304	184	
GO SHIRE	SUV	-60242	61291	1049	15000
GO SHIRE1	BUS	-274790	275500	710	15000

FLEET	MACHINE	REPAIRS COMPLETED
GO 017	TRUCK	Water tank - weld up cracks - Pins and bushes on suspension
GO 020	VOLVO	Transmission fault -
GO 021	12 H	Service - Grease line fault
GO 024	LOADER	Hydraulic oil leak - Service - brakes - transmission sensor - Oil sensor - fan belts
GO 027	TRUCK	New cab mounts



13.7 BUILDING MAINTENANCE REPORT

David Long

DATE	WORK DESCRIPTION
1	Commercial Buildings-Install muster point signage/39 Throssell-Taps/Slaters homestead-leaking taps.
2	Forrest St-footpath repair near Farmers Club/Dentist surgery-replace taps/CRC-change light globes/Doctors surgery-leaking taps-drain maintenance/Caravan Park-drain maintenance.
3	Slaters-Remove and relay uneven paving stones on accommodation units veranda /Caravan Park-Fire hose reels-inspect and test/43 Throssell-Replace exhaust fan/Tennis Pavilion-Replace exhaust fan/Lockyer st - drain blockage.
4	Slaters-Remove and relay uneven paving stones on accommodation units veranda.
5	Weekend
6	Weekend
7	RDO/Gym-Water fountain cooler repairs.
8	Town site-Put up Christmas decorations/GSC playground-remove shade sail for repairs/Slaters-Remove and relay uneven paving stones on accommodation units veranda/Swimming Pool- sewer maintenance/Museum-sewer maintenance.
9	Ovals Depot-Replace roof sheets-seal around roof exhaust vent/41 High-construct access ramp/Slaters-Remove and relay uneven paving stones on accommodation units veranda.
10	Slaters-Remove and relay uneven paving stones on accommodation units veranda.
11	Slaters-Remove and relay uneven paving stones on accommodation units veranda.
12	Weekend
13	Weekend
14	Slaters-Remove and relay uneven paving stones on accommodation units veranda-Install drainage grate near toilets.
15	Slaters-Remove and relay uneven paving stones on accommodation units veranda /Townsite-Assist plumber with drain blockages/
16	DWC-Tennis Pavilion-remove existing paving - new paving being installed.
17	DWC-Tennis Pavilion-remove existing paving - new paving being installed.
18	DWC-Tennis Pavilion-remove existing paving - new paving being installed.
19	Weekend
20	Weekend
21	DWC-Tennis Pavilion-remove existing paving - new paving being installed.
22	DWC-Tennis Pavilion-remove existing paving - new paving being installed.
23	Gumnuts-Remove furniture-strip out flooring in preparation for new floor coverings to be installed.
24	Staff Leave
25	Public Holiday
26	Weekend
27	Weekend
28	Public Holiday
29	Swimming pool-tap repairs/Konnongorring hall-maintenance on public toilets.
30	Townsite-Sewer and manhole cleaning and maintenance.
31	Pump station-drop levels and clean pumps and tanks/Emoff-maintenance checks and clean.



13.8 COMMUNITY DEVELOPMENT OFFICER'S REPORT
Tahnee Bird

MEETINGS/EVENTS/TRAINING

9/12 Phone consult Raw Creative – Visit Goomalling website
20/1 Goomalling Aboriginal Corporation
29/1 Avon Tourism Officers Meeting

GRANTS

Open Grants (project is underway)

WABN Bowen Street
Pioneers Pathway Interpretative Project
WABN High Street
FRRR "In a Good Place" Program – Maangart Yorga Program

Newly Approved grants

WABN Railway Terrace design
WABN Lockyer Street (waitlisted)

Unsuccessful grants

Nil

PROJECTS CURRENTLY IN DEVELOPMENT/PLANNING

Ballardong Koort Mural

Waiting for artist quotes for grant submission

Goomalling Aboriginal History Book Project – Stories from Koomal

Preliminary quotes obtained and budget presented to GAC
Awaiting confirmation of page numbers required before submitting application

Anstey Park

Focus Group

- Kaye Boulden
- Louise Barker
- Loretta Johnston
- Jess Lantzke
- Jessica Wilkes
- Cr Casey Butt
- Cr Christine Barratt

Draft Survey Questions

Anstey Park Revitalisation – Community Feedback Survey

Pretext:

The Anstey Park revitalisation is a project designed to enliven the public space in the middle of the commercial precinct that is significantly underutilised. The project seeks to activate a vacant commercial block and the CWA Building site by providing a space for the whole community to connect and play while creating traffic for local businesses.



The draft concept was developed based on community feedback that there is a lack of adequate play or public spaces for children and young people. In the past, community members have commented on the underutilisation of Anstey Park, which is ideally located close to local cafes and businesses, and the development of which could enhance the family experience and encourage ongoing support for local business.

The project aims to:

- Increase patronage at local businesses;
- Activate public space to improve community participation and connection;
- Activate a pop-up market space for at home sellers and artisans;
- Provide a family friendly and accessible public space for families to enjoy;
- Create a space that encourages visiting families to stop; and
- Improve facilities and increase community pride.

Council considerations

Our community is almost 120 years old and as such, Council now owns a large number of old and underutilised assets that need significant and expensive repair. Council needs to rationalise these assets as it is unable to maintain all of them due to the sheer cost of repairs. We need to decide which to keep and which to dispose of to keep rate increases rates as low as possible, while continuing to create a more liveable community for all demographics.

To attract external funding, facilities need to be multi-purpose and inclusive. The following buildings are significantly underutilised and are maintained by Council (by this we mean the building is underutilised if it services only one group/demographic less than three days a week).

Konnongorring Recreation Ground
Konnongorring Hall
Jennacubbine Hall (supported by Jennacubbine Progress Association)
Masonic Lodge (used by Goomalling Twilight Club)
Goomalling Railway Station
Men's Shed Facility (formerly Goomalling Public School)
Goomalling Museum
CWA Building

Site considerations

CWA Building – intent to demolish

Market Value	\$40,000
Condition of Asset	Rating 4 (End of life)
Required funds for basic improvement	in the vicinity of \$200,000
Usage prior to closure	1 day per week (less than 10 people) – Groups that utilised the space no longer function.
CWA position in relation to building.	The building was owned by CWA and held a lease in place until 1991. CWA stopped



maintaining the building and has forfeited ownership to Council (effective xx).

- Railway Station is in close proximity to CWA building, is underutilised and requires regular maintenance. The station is of greater cultural significance and provides equal or better functionality to CWA building.
- The Anstey Park CWA Building isn't the original CWA building, the original was located on Forward Street and demolished by a private owner.
- Goomalling Town Hall isn't underutilised but requires significant upgrade for continued use. Toilets are no longer to the required standard for events; and the roof and ceiling require repair. Town Hall is a higher priority for maintenance due to its potential for multipurpose use, current usage (Karate, dance, youth activities, Gumnuts Early learning centre), venue capacity and cultural significance.
- CWA still functions in the Shire of Goomalling, the Jennacubbine branch operates from their facility in Jennacubbine.

Memorial Water Fountain – intent to leave in place

Council is seeking further feedback from community in relation to the proposed development.

1. How old are you?
2. Do you oppose with Councils' intended development of Anstey Park to be an accessible/family friendly park?
 - a. Yes
 - b. No
 - c. Comments
3. Council intends to leave the memorial rock as is, do you think the memorial rock/water fountain should:
 - a) Be removed
 - b) be relocated
 - c) Stay where it is
4. Do you think that the CWA building should be:
 - a) Renovated for community use
 - b) Left as is (not usable)
 - c) Demolished to make way for a playground
 - d) Other _____
5. Do you think the area needs (more):
 - a) Shade
 - b) Seating
 - c) Drinking fountain



-
- d) Dog drinking water
 - e) Bike rack
 - f) Bike repair station
 - g) Wi-Fi access
 - h) CCTV
 - i) Recycling bins
 - j) Other _____
6. Do you think a pop-up market space is a good use for the commercial vacant land on Forrest Street that adjoins Anstey Park?
7. Do you think the park needs to be fenced?
- a) I think it should be fenced entirely
 - b) I think the grass area should be open and just the playground fenced
 - c) I think that the space should be open
8. What elements would you like to see in a playground?
- a) Nature play
 - b) Swings
 - c) Climbing
 - d) Slide
 - e) Sensory play (e.g. play that encourages use of all the senses, things like musical)
 - f) Water play
 - g) Sand
 - h) Basketball court
 - i) Other _____
9. Do you think having community artwork/murals would be a positive inclusion in the space?
10. Do you think we should include (smaller) youth elements (13+) or leave that for a dedicated youth space?
11. How do you think we should commemorate the CWA building?
- a. Naming (i.e. CWA Lane for the pop-up market space)
 - b. Interpretation (photos and blurb about the history of the site)
 - c. Community event “goodbye” outside the building
 - d. Other _____
12. Any other comments?



Where to from here:

- Development of survey to gauge community feedback regarding the development, including what elements they would like to see in the development.
- Present feedback to focus group and modify concept as required
- Present updated concept to community via a community forum
- Engage contractor for detailed planning and costings
- Acquire funding
- Commence development (possibly staged)

Pipeline projects

Reconciliation Action Plan

Old Native Reserve preservation and interpretative (working with GAC)

Update visitgoomalling.com.au

Projects that need consideration

Football/Cricket oval lights

Cricket training nets

Youth space

14. MEETING CLOSURE