



**Special Council Minutes Index – 17 August 2017**

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Minutes of the Special Meeting of Council held in the Council Chambers on Thursday 17 August 2017, commencing at 5.30pm, called for the purpose of Adopting the 2017/18 Budget.

**Acknowledgment of Country – Presiding Member**

On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Owners of the Land on which we are gathered, and pay my respects to their Elders both past and present.

**Attendance, Apologies and Leave of Absence**

President	- Cr J Nicholas
Councillors	- J Boyle
	- S Hodson
	- D Mackman
	- A Pratico
	- P Quinby
	- P Scallan
	- A J Wilson
In Attendance	- T Clynch, CEO
	- M Larkworthy, Executive Manager Corporate Services
	- E Denniss, Executive Manager Community Services
	- T Lockley, Executive Assistant
Apologies	- Cr J Moore
	- Cr J Boyle

**Attendance of Gallery**

D&D Della Vedova

**Public Question Time** - Nil

**Petitions/Deputations/Presentations** - Nil

**Comments on Agenda Items by Parties with an Interest** - Nil

**Notification of Disclosures of Interest**

Section 5.65 or 5.70 of the Local Government Act requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow a Member to speak, the extent of the interest must also be stated.

Nil

### **Business Items**

<b>ITEM NO.</b>	SpC.01/0817	<b>FILE REF.</b>	133
<b>SUBJECT</b>	Adoption of 2017/18 Budget		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Chief Executive Officer and Executive Manager Corporate Services		
<b>DATE OF REPORT</b>	7 August 2017		

Attachment 1 Draft 2017/18 Budget

#### **OFFICER RECOMMENDATION**

1. That in the 2017/18 financial year, Council impose the following rates in the dollar and minimum rates in the district:

<i>Category</i>	<i>Rate in \$</i>	<i>Minimum Rate</i>
<i>Gross Rental Value (GRV) Properties</i>	<i>8.7341 cents</i>	<i>\$867.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.6001 cents</i>	<i>\$1,074.00</i>
<i>Urban Farmland Unimproved Value (UV)</i>	<i>0.5101 cents</i>	<i>\$1,074.00</i>
<i>Mining Unimproved Value (UV)</i>	<i>7.8436 cents</i>	<i>\$760.00</i>

*[Absolute Majority Required]*

2. That in the 2017/18 financial year, Council imposes Rubbish Collection Charges as follows:

- \$82.00 per annum per 120 litre or 140 litre rubbish bin (noting a 240 litre rubbish bin represents two 120 litre services); and
- \$66.00 per annum per 240 litre recycling bin.

*and that these charges be included in the 2017/18 Schedule of Fees & Charges.*

*[Absolute Majority Required]*

3. That in the 2017/18 financial year, Council, under Section 66 of the Waste Avoidance and Recovery Act 2007, imposes a Landfill Site Maintenance Rate (for the purpose of funding all its waste services other than kerbside rubbish and recycling collection services). Furthermore Council sets the following rates in the dollar for the Landfill Site Maintenance Rate however noting that under Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (Financial Management) Regulations all rateable properties will be charged the minimum rate only:

GRV - \$0.00018502  
UV - \$0.00005569  
Minimum Rate - \$173.00

[Absolute Majority Required]

4. That for the Landfill Site Maintenance Rate the following concessions will be applicable:

“Where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations:

- (i) A habitable dwelling house or commercial rented premises is situated on the additional property; or
- (ii) The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map”.

[Absolute Majority Required]

5. That in the 2017/18 financial year, Council nominate due dates for the payment of rates and service charges as follows:

Payment in Full	Payment in Instalments
29 September 2017	29 September 2017
	29 November 2017
	29 January 2018
	29 March 2018

6. That in the 2017/18 financial year, Council impose penalty interest at 11% per annum, calculated daily, on rates and service charges remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due dates identified in Part 5 above.

[Absolute Majority Required]

7. That in the 2017/18 financial year, Council impose instalment plan administrative fees and interest for the payment of rates and service charges as follows:

- \$8.45 per instalment (not including the first instalment); and
- 5.5%.

[Absolute Majority Required]

8. That for the financial year ending 30 June 2018, Council transfer funds to and from the Reserve Funds, as is specified in the 2017/18 Draft Budget.

9. That for the financial year ending 30 June 2018, Council transfer funds to and from the Trust Account, as is specified in the 2017/18 Draft Budget.

10. That Council adopt the balanced 2017/18 Draft (Statutory) Annual Budget, including the Rate Setting Statement which indicates that \$4,370,922 in rates is to be raised, as presented.

[Absolute Majority Required]

11. That in accordance with Policy F7 (Reporting Forecast Budget Variations Policy), for the financial year ending 30 June 2018 Council adopt a percentage of plus or minus 10% up to \$50,000 at sub-program level, and 5% over \$50,000, at sub-program level, to be used for reporting material variances of actual revenue and expenditure in the monthly reports of financial activity. The exception being that material variances of \$1,000 or less are non-reportable.

12. That Council approves the following incentive program for the early payment of rates in full by the due date of 29 September 2017:

- 1<sup>st</sup> Prize: \$600 Community Cash Vouchers  
2<sup>nd</sup> Prize: Weekend stay at Quality Hotel Ambassador Perth including breakfast (valued at \$340)  
3<sup>rd</sup> Prize 1 Double pass to Asher Fisch Conducts Schumann Concert (double pass valued at \$182)  
4<sup>th</sup> Prize 1 Double pass to Asher Fisch Conducts Schumann Concert (double pass valued at \$182)

[Absolute Majority Required]

### Summary/Purpose

Local Governments must prepare annual budgets in the format as prescribed in the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996. This report is for Council to consider:

- Adopting the 2017/18 Annual Budget;
- Confirming its current policy for setting a level of reporting material variances so as to satisfy Council that the annual budget is being implemented satisfactorily;
- Setting fees for kerbside rubbish collection and kerbside recycling collection services.
- Setting the Landfill Site Maintenance Rate under the Waste Avoidance and Resource Recovery Act 2007
- Setting due dates for payment of rates and service charges, either in full or by instalments;
- Setting interest rates for outstanding rates after the due date and for rates paid by instalments and the administrative fee for setting up an instalment plan.
- Transfer of reserve account funds.
- Transfer of trust funds.

### Background

The 2017/18 budget process commenced in December 2016 with the public advertising of the application process for new community grants in 2017/18 and service agreement applications for up to 3 years from 2017/18. The applications were determined by Council at its meeting held on 25 May 2017.

In 2016/17 Council conducted comprehensive reviews of its Strategic Community Plan and Corporate Business Plan with both being adopted by Council at its meeting on 29 June 2017.

Council's Corporate Business Plan is the key informing document for the annual budget. The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available. The plan details the services, operations and projects a local government will deliver within a defined period. It also includes the processes for delivering these.

The Corporate Business Plan contains forecasts of funding, additional operating activities/expenditure (over and above current operating activities) and capital program expenditure. The forecasts for Year 1 of the Corporate Business Plan have been fed directly into the draft 2017/18 budget.

A Council budget workshop was held on 22 May 2017 where the following was considered:

- Identification of significant carry-forward items from 2016/17 budget to 2017/18.
- Annual update of 10 Year Roads Program, 10 Year Plant Replacement Plan, 10 Year Light Fleet Replacement Plan and 4 Year Building Capital and Maintenance Plan.
- Waste issues – including the development of an inert waste disposal area, Greenbushes green waste disposal, liquid waste disposal facility.
- Recommendations/Proposals from Council Advisory Committees or Working Groups.
- Review of fees and charges.
- Options for the gym expansion project.
- Community bus replacement funding model.
- Councillor requests/proposals.
- 2017/18 rating strategy.

At the workshop a rate increase of around between 4.5% and 5% was generally agreed for preparation of the draft budget.

#### Officer Comment

The draft budget is a balanced budget with a 4.85% rate increase. Note each 1% rate increase equates to approximately \$41,592 in increased revenue.

Set out below is a summary of funding for some of the key features of the draft budget and other related subjects.

#### 1. Rates in the Dollar

In accordance with Section.6.36 of the Local Government Act 1995 (the Act) Council was required to establish the differential rates it will advertise prior to considering and adopting the budget. Accordingly at its ordinary meeting held on 25 May 2017 Council resolved to:

*That Council:*

1. *After consideration of its strategic community plan and annual review of the corporate business plan fund the estimated budget deficiency of \$4.36m by applying differential rates when drafting the 2017/18 Annual Budget.*
2. *In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 18 to this report setting out the objects and reasons for the differential rates:*

<i>Category</i>	<i>Rate in \$</i>	<i>Minimum Rate</i>
<i>Gross Rental Value (GRV) Properties</i>	<i>8.7341 cents</i>	<i>\$867.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.6001 cents</i>	<i>\$1,074.00</i>
<i>Urban Farmland Unimproved Value (UV)</i>	<i>0.5101 cents</i>	<i>\$1,074.00</i>
<i>Mining Unimproved Value (UV)</i>	<i>8.3004 cents</i>	<i>\$1,074.00</i>

3. *Direct the CEO to:*
  - *report back to Council any public submissions in relation to the proposed differential rates;*
  - *seek the approval of the Minister to impose in 2017/18 a differential Mining UV rate which is more than twice the lowest general differential UV rate.*

Advertising of the Notice of Intention to Levy Differential Rates for 2016/17 occurred in the Manjimup Bridgetown Times on 31 May 2017. The submission period closed on 23 June 2017 and one submission was received. Council considered the submission but resolved to retain the rate in the dollar and minimum payment as advertised.

Subsequent to the above resolution a revaluation roll was received from Landgate for properties in the Mining Unimproved Value category with values effective 1 July 2017. The new valuation roll was input into Council's rating system and rate modelling undertaken incorporating the new values and properties to determine a new rate in the dollar and minimum payment to generate the same level of rate revenue as would have occurred under that which was advertised. This rate in the dollar is 7.8436 cents as compared to the previously advertised 8.3004 cents. Also, due to an increased number of low valued properties in the Mining Unimproved Value category a change to the minimum rate was required to ensure that not more than 50% of the properties would be rated on the minimum payment in accordance with Section 6.35 of the Local Government Act. The new minimum rate for this category is \$760 as compared to the previously advertised \$1,074. Council resolved these variations to the rate in the dollar and minimum rate for the Mining Unimproved Value category at its meeting held on 27 July 2017.

Approval was obtained from the Minister for Local Government on 8 August 2017 for the imposition of a differential mining UV rate which is more than twice the lowest differential UV rate.

The increases in minimum rates from 2016/17 to 2017/18 are \$40.00 for GRV properties, \$50.00 for Rural UV properties and \$50.00 for Urban Farmland UV properties. However for Mining UV properties a reduction of \$264.00 will occur from 2016/17 to 2017/18 to ensure compliance with the minimum rating provision of the Local Government Act 1995.

## 2. Community Grants and Service Agreements

At its ordinary meeting held on 26 May 2017 Council resolved to allocate \$160,000 in the 2017/18 budget for community donations as follows:

- \$33,165 New service agreements
- \$61,906 Existing service agreements to be carried forward
- \$12,977 New community group grants
- \$2,500 Chief Executive Officer donations
- \$4,000 Chief Executive Officer hall hire donations
- \$680 Rubbish and recycling collection for community events
- \$200 Rubbish and recycling collection for Shire leased facilities
- \$41,822 Landcare Officer
- \$500 South West Academy of Sport Sponsorship
- \$250 Agricultural Society School Art Prize Sponsorship
- \$1,000 Manjimup Airfield Contribution
- \$1,000 Greenbushes Australia Day Breakfast Event

The \$12,977 of new community grants is made up of:

- Blackwood Youth Action Inc. – youth programs - \$4,000
- Bridgetown Golf Club – irrigation system - \$2,357
- Bridgetown & Manjimup Stamp & Coin Club – purchase of materials - \$500
- CWA Bridgetown – painting of building - \$2,500
- Probus Club of Bridgetown-Blackwood Valley – conference hosting - \$1,000
- Volunteer Bush Fire Brigade Historical Group – equipment and tools - \$1,000
- Yornup Hall Committee – equipment hire and gravel - \$1,620

New and continuing service agreements are made up of:

- Bridgetown Equine – Year 1 of 3 - \$3,850 – traffic management plan for event
- Bridgetown Historical Society - \$2,735 – administration costs
- Bridgetown Scouts - \$1,580 – building operations
- Geegeelup Village Inc. - \$25,000 – contribution towards rates
- Blackwood Country Gardens – Year 2 of 3 – administration and promotional costs of festival - \$2000
- Bridgetown Child Health Inc. - Year 2 of 3 – child health services - \$6000
- Bridgetown Family & Community Centre - Year 2 of 3 – Shire rates and insurance costs - \$8,000
- Bridgetown Lawn Tennis Club - Year 2 of 3 – assistance for running costs of annual Easter tennis tournament - \$2000
- Bridgetown Masonic Lodge - Year 2 of 3 – Contribution to Rates - \$750
- Greenbushes Community Resource Centre - Year 2 of 3 – community bus hire - \$700
- Greenbushes Golf Club - Year 2 of 3 – contribution towards insurances - \$1,500
- Grow Greenbushes - Year 2 of 3 – contribution towards insurances - \$332



- Henri Nouwen House Inc. - Year 2 of 3 – operational costs - \$10,000
- Rotary Club of Bridgetown - Year 2 of 3 – assistance for running Blackwood Marathon - \$5,000
- Blues at Bridgetown – Year 3 of 3 – Contribution towards costs of festival - \$18,700
- Greenbushes Masonic Lodge – Year 3 of 3 – rate discount - \$600
- Bridgetown Anglican Parish – Year 3 of 3 – recycling bin collections - \$450
- Bridgetown Greenbushes Business and Tourism Association – Year 3 of 3 – venue hire and traffic management plan for winter festival - \$3,874
- Bridgetown Golf Club – Year 3 of 3 - assistance with costs for tree pruning - \$2,000

### 3. Road Works

The draft budget provides for construction works on the following roads:

- Winnejup Road (progressive reconstruction)
- Gommess Lane (reconstruct low lying section)
- Hampton Street (reconstruct John Street to Walter Street)
- John Street (reconstruct between Hampton Street and Coronation Street)
- Brockman Highway (reconstruct 3 curves)
- Huitson Road (gravel resheeting)
- Kendall Road (2<sup>nd</sup> cost seal)
- Hester Road (2<sup>nd</sup> coat seal)
- Padbury Road (2<sup>nd</sup> cost seal)
- Mockerdillup Road (survey and design)

Also bridge works to the value of \$426,000 (fully funded by bridge grants) will occur on two bridges located on Blackbutt Road.

Late in the budget process the Shire of Bridgetown-Greenbushes, like all local governments in the State, were told by the State Government that our direct road funding grant will be cut by 42% in 2017/18 and foreseeably in years onwards. In our case this means a reduction in our direct grant of \$66,798 (from our forecast of \$157,510 to \$90,712). The \$66,798 cut roughly equates to 1.6% of our total rate revenue. While there was never any intention of recovering these funds from a rate increase it does unfortunately see a reduction in our road maintenance expenditure. In our case in 2017/18 we will undertake less roadside vegetation maintenance (pruning, tree removal, etc.) than originally intended.

The decision by the State Government to cut direct road grants was in response to a decision by the Upper House of Parliament to disallow a proposal to remove vehicle registration concessions for local government. Essentially the \$10 million expected to be generated by the removal of those concessions has simply been replaced by a reduction in road funding of the same amount. In our case the vehicle licensing costs would have cost approximately \$49,000 in 2017/18 and this has been replaced by a cut in road funding of \$66,798.

#### 4. Footpaths

The draft budget provides for the following footpath projects:

- Forrest Street (Gifford Road to Padbury Road)
- Lockley Street (Hester Street to Hampton Street)
- Installation of nibs on Steere Street between Hampton Street and railway crossing in order to improve pedestrian crossing of Steere Street.

#### 5. Drainage

The budget provides for the following drainage projects:

- Phillips Street
- Palmers Road
- Four Seasons Estate
- Lockley Street
- Barlee Street laneway
- Forest View Court
- Dusting Drive
- Cleanout and repairs to Geegelup Brook behind shops

#### 6. Plant and Fleet Replacement

The budget provides for the following plant and fleet items for replacement in 2017/18:

##### *Plant*

2007 Volvo Front End Loader  
2007 John Deere Tractor  
2009 Mitsubishi 5T Tipper Truck

##### *Light Fleet*

Holden Colorado Crew Cab – B8598 (Manager Planning)  
Subaru Liberty – B8666 (Executive Manager Corporate Services)  
Ford Ranger Super Cab – B400 (Parks Supervisor)  
Holden Colorado Space Cab – B8880 (Rangers)  
Ford Ranger Single Cab – B023 (Plant Mechanic)  
Ford Ranger Super Cab – B15439 (Building Maintenance)  
Ford Ranger Single Cab B785 (Parks)  
Ford Courier – B081 (Waste Site)

Some of the above changeovers were funded in the 2016/17 budget but were deferred pending a review of Council's light fleet changeover policy. This policy was reviewed in May 2017 and the changeovers proposed for 2016/17 were carried-forward to the 2017/18 budget

#### 7. Recreation

- Expansion of the gym at the Bridgetown Leisure Centre – estimated cost of \$190,000 with 1/3 contribution to be sought from grant funding.
- Staged replacement of exercise equipment in Somme Creek Parklands
- Commencement of construction of the proposed regional bridle trail. Note the Shire of Bridgetown-Greenbushes is project managing this project on behalf of the Warren Blackwood Alliance of Councils hence all income (grants) and expenditure for the project is shown in the Shire's budget.

- Erection of shade sails at Thomson Park.
- Reconstruction of the boardwalk below the caravan park.
- Installation of an additional water feature, purchase of a new “obstacle inflatable” and aqua aerobics equipment at the swimming pool (Bridgetown Leisure Centre).
- An allocation of \$15,000 to install irrigation/reticulation at one park – specific park to be determined.
- Grant funding has been received for preparation of a development plan for the River Park precinct incorporating the area from the Old Rectory walk trail to the boardwalk.
- A parkland improvement strategy is to be prepared and this will guide future development and expenditures for parkland.
- Planning for a stage in Memorial Park, a playground at Highland Estate and development of the public open space in Four Seasons Estate is to occur in 2017/18.
- Approval has been obtained from the Public Transport Authority to allow landscaping of the area between the railway line and the railway car park and subject to final approval of the selected species this landscaping is scheduled to occur.

#### 8. Fire Prevention/Emergency Management

- ESL operating grant (FESA) for bush fire brigades increased from 2016/17 by 7.3% to \$157,700 of which the 1<sup>st</sup> quarter (25%) was paid prior to 30 June 2017 therefore only 75% of this amount (being \$118,275) is shown in the 2017/18 budget.
- ESL operating grant (FESA) for the Bridgetown SES Brigade of \$14,000 of which the 1<sup>st</sup> quarter (25%) was paid prior to 30 June 2016 therefore only 75% of this amount is shown in the 2016/17 budget. An additional \$9,000 in capital ESL grants was received for various SES capital purchases.
- A new light tanker for the Yornup Bush Fire Brigade (valued at \$137,900), proposed for delivery in June 2018.
- A new heavy tanker (valued at \$350,000), proposed for delivery in June 2018.
- A new garage for the Bridgetown Bush Fire Brigade (ESL funded).
- Replacement of one of the Shire owned fast attack fire fighting vehicles (non-ESL funded).
- Continuation of funding for employment of a fire mitigation officer for 26 weeks – this person will assist the Community Emergency Services Manager, Ranger staff and bush fire brigade volunteers in completing hazard reduction burns.
- Purchase of an air conditioner for the Kangaroo Gully Bush Fire Station.

#### 9. Community Services

- Funding for implementation of the Age Friendly Community Plan, Youth Friendly Community Plan and Access and Inclusion Plan via various programs, events and initiatives.
- Funding for the continuation of the summer evening outdoor film festival
- Run a pilot program (using grant funds) for introduction of a local bus service using the community bus.
- Develop new ACROD parking bays in CBD to replace existing on-street infirm parking bays

## 10. Governance and Administration

- The three year freeze (no indexation) of Financial Assistance Grants by the Commonwealth Government has ended. At this point in time a specific grant amount hasn't been revealed however the 2017/18 budget has been framed assuming a 1% increase on last year's grant. The Commonwealth Government processed an advance payment of 50% (based on the 2016/17 grant) therefore the budget only shows income for the remaining 50% over 4 quarterly payments. The 50% payment received towards the end of 2016/17 is contained in the carry-forward surplus from 2016/17 to 2017/18.
- Councillor allowances have been frozen for the third consecutive year as determined by Council at its May 2017 meeting.
- Compilation of councillor honour boards for the Council Chambers.
- New microphone/audio system for council chambers.
- Compilation of a local suppliers' inventory of services and products, for use by all local businesses (including the Shire) when considering purchases.
- A new archive storage facility is to be constructed at the Shire Depot to ensure the Shire meets its record keeping legislative responsibilities.
- The total budgeted wages for 2017/18 is \$4,053,680 which is 0.48% greater than that allocated in the 2016/17 budget. The \$4,053,680 equates to 92.76% of the total to be raised by rates in 2017/18 which achieves the target of 100% set by Council's Integrated Workforce Plan.

## 11. Major Building Improvements

Significant works include:

- Bridgetown Sportsground – complete balustrading on change rooms walkway and other minor works
- Shire Administration Centre –Commencement of progressive program to repair and renovate external walls of the building, repairs to lead light glass, roof repairs, replace air conditioner in server room, sub-soil drainage works
- Greenbushes Hall – drainage modifications, replace septic tanks and leach drains, sub-floor repairs, roof repairs, replace air conditioner in doctor's room, relocate oven, install range hood and modify benches in kitchen,
- Greenbushes Pool - treat deck woodwork, replace toilet cisterns and paint floors
- Greenbushes Golf Club –repairs to floors in club rooms, weather proof walls, roof repairs, replace exit door
- Bridgetown Old Gaol – level rear verandah
- Visitor Centre – roof repairs
- Shire Depot – replace termite damaged internal wall and door frames and replace air conditioner
- Library – treat exterior timbers, repair roof leaks, repairs to deck and removal of the green roof vegetation
- 31 Gifford Road (Shire Residence) –renew gutters and downpipes
- 144 and 146 Hampton Street - ex Police Quarters – replacement guttering and sub soil drainage
- Hampton Street ablution block – pressure clean and renew tiles
- Bridgetown Leisure Centre (Recreation Centre) – replace all court lighting, repair roof leaks, annual reseal of courts, replace exit lights, replace external and mezzanine lighting, repair and remount scoreboards
- Bridgetown Leisure Centre (Swimming Pool) – Repairs to shade sail poles, oil timber shelters, install time clock

- Greenbushes Cricket Pavilion – repair broken floorboards
- Greenbushes Sportsground Kiosk – door, awning and roof repairs
- Yornup School (office of Bridgetown Historical Society) – repairs to electrical wiring
- Bridgetown Civic Centre – extensive work proposed to remove bee nest in main hall, floor repairs, replace atrium lighting and various renewal works
- Sunnyside Shelter – general repairs
- Settlers Rest – repair fencing around transformer, remove drinking fountain and upgrade of slab seating
- Bridgetown Community Resource Centre – Commencement of progressive program to repair and renovate external walls of the building
- Bridgetown Sportsground – replace septic tank lid
- Thomson Park Ablutions – replace damaged sheeting
- General allocation for asbestos treatment and removal for Shire buildings
- General allocation for termite prevention/management for Shire buildings
- General allocation for integrated height safety assessment for applicable Shire buildings
- General allocation for septic tank pump outs
- Bridgetown Cemetery – construct toilet facility

## 12. Waste Management

For many years Council has adopted the principle that waste management should be funded on a cost recovery basis. This means that all the expenses associated with waste management are funded by the kerbside rubbish collection charge, kerbside recycling collection charge, the Landfill Site Maintenance Charge plus other waste income such as recycling subsidies and tipping fees.

Council charges on all rateable properties a landfill rate under Section 66 of the Waste Avoidance and Resource Recovery Act 2007. This section of the Act allows a local government to impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

The annual rate must not exceed —

- (a) 12 cents in the dollar on the gross rental value; or
- (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.

The following rates in the dollar have been set for this charge:

- GRV - \$0.00018502
- UV - \$0.00005569

Section 6.35 of the Local Government Act and Regulation 52A of the Local government (Financial Management) Regulations allow Council to have more than 50% of rateable properties on the minimum payment if the minimum is less than \$200. On this basis all rateable properties will be charged a minimum rate of \$173.00 with concessions for multiple properties applicable as per previous years. This minimum rate is an increase of \$2 from 2016/17.

New capital works in waste management funded in the 2017/18 budget are installation of an emergency pump system in the leachate pond at a cost of \$10,000, construction of a new liquid waste septage pit and a new inert waste disposal area at the Bridgetown Waste Disposal Site. The estimated cost of the latter two projects is \$120,000 and is to be funded by a loan.

Improvements to the green waste disposal area in Greenbushes are also proposed.

Kerbside rubbish and recycling collection services remain unchanged (last review was undertaken in 2015/16) and the relevant charges for households receiving these services are:

- Rubbish Collection Charge - \$82.00 (decrease of \$5 from 2016/17)
- Recycling Collection Charge - \$66.00 (decrease of \$7 from 2016/17)

The Shire of Bridgetown-Greenbushes is continuing to partner with the other 11 local governments of the south-west region in investigating a potential regional waste disposal site. Contributions are being made by each local government based on a ratio linked to rates revenue and this contribution has been provided in the 2017/18 budget.

### 13. Other

- Funds of \$10,000 have been carried-forward from 2016/17 for surveying of the proposed realignment of the Nelson Street/Hampton Street intersection and partial closure of Hester Street adjacent to the Repertory Theatre.
- Continuation as a member of the Warren Blackwood Alliance of Councils and funding of regional trails website, events website and the investigations into the establishment of a Local Tourism Organisation.
- Funding has been set aside to develop facilities such as a caravan dump point and signage in order for Bridgetown to achieve 'RV Friendly Town' status.
- Continuation of funding of the Community Landcare Officer administered by the Blackwood Environment Society.
- Continuation in the Heritage Council of WA 'Regional Heritage Advisory Scheme' that provides the Shire access to specialist heritage advice.
- To complete the new Local Planning Strategy a high level bush fire assessment of population areas is required and an allocation of \$6,000 has been included for this to occur.
- Funding for progressive acquisition of land adjacent to Geegelup Brook.
- Review directional signage to car parking.
- Provide emergency power systems for key Shire facilities
- Upgrades of the information bays at northern and southern entrances to Bridgetown.
- New "upcoming events" signage, to be erected on the entrances to Bridgetown or within the information bays.
- Funding has been set aside for the celebrations to commemorate the 150 year anniversary of Bridgetown in 2018. Council has appointed a working party to coordinate the celebrations.

#### 14. Loans

One new loan is proposed in the budget for 2017/18, being a loan of \$120,000 to fund the construction of a new liquid waste facility and an inert waste disposal area at the Bridgetown Waste Disposal Site. This loan is to be repaid over a 5 year period.

As at 1 July 2017 the Shire's loan liability was \$2,268,673 and under the 2017/18 budget this liability will decrease to \$2,140,181 at 30 June 2018.

#### 15. Reserve and Trust Account Transfers

The budget proposes to transfer \$422,167 into reserve, including \$241,000 into Plant Replacement Reserve, \$19,500 into a newly established Light Fleet Vehicle Reserve, \$32,167 into the Assets & GRV Valuations Reserve, \$20,000 into the Strategic Projects Reserve, \$5,000 into the Refuse Site Post Closure reserve, \$10,000 into the Matched Grants Reserve and \$15,000 into the Community Bus Replacement Reserve. Estimated annual interest of \$64,400 is to be distributed across all the specific reserve accounts.

In the budget an amount of \$1,035,359 is to be transferred from reserves, including:

- \$377,299 from Unspent Grants Reserve (grants received in 2016/17 and earlier but unspent before 30 June 2017).
- \$357,000 from Plant Reserve for changeover of plant and fleet in accordance with the Plant/Fleet Replacement Plan.
- \$41,355 from Land and Buildings Reserve for purchase of 3 land parcels adjacent to Geegelup Brook.
- \$63,333 from Land and Buildings Reserve and \$63,334 from the Bridgetown Leisure Centre reserve as a contribution towards the Bridgetown Leisure Centre gym expansion project.
- \$9,000 from the Bridgetown Leisure Centre Reserve for purchase of an additional water feature in the leisure pool.
- \$53,334 from the Community Bus Reserve to part fund the acquisition of a new bus.
- \$25,000 from the Assets & GRV Valuations reserve to fund the costs of obtaining infrastructure fair values.

#### 16. Early Payment of Rates Incentive Prizes

Once again it is proposed to offer incentives for the early payment of rates. Property owners that pay their rates in full by the due date are able to lodge an entry into a draw. The draw will be conducted by the Shire President after the closing date for early payment.

Prizes to be offered this year are:

- |                              |   |
|------------------------------|---|
| <i>1<sup>st</sup> Prize:</i> | <i>\$600 Community Cash Vouchers</i>  |
| <i>2<sup>nd</sup> Prize:</i> | <i>Weekend stay at Quality Hotel Ambassador Perth including breakfast (valued at \$340)</i> |
| <i>3<sup>rd</sup> Prize</i>  | <i>1 Double pass to Asher Fisch Conducts Schumann Concert (double pass valued at \$182)</i> |
| <i>4<sup>th</sup> Prize</i>  | <i>1 Double pass to Asher Fisch Conducts Schumann Concert (double pass valued at \$182)</i> |

Note the 2<sup>nd</sup> prize has been kindly donated by the Perth Ambassador Hotel and the 3<sup>rd</sup> & 4<sup>th</sup> prizes donated by the Western Australian Symphony Orchestra.

### Statutory Environment

Sections 6.2 and 6.47 of the Local Government Act 1995 – Preparation of Annual Budget and Concessions.

Clauses 64 of the Local Government (Financial Management) Regulations 1996 – Set the due date(s) for the payment of rates.

Section 6.45(3) of the Local Government Act 1995 and Clauses 67 and 68 of the Local Government (Financial Management) Regulations 1996 – Setting instalment plan administration charges and an interest rate for outstanding rates and charges.

Section 6.51(1) of the Local Government Act 1995 and Clause 70 of the Local Government (Financial Management) Regulations 1996 – Setting an interest rate for the late payment of rates and charges.

Section 6.11 of the Local Government Act 1995 – Create Reserve Funds.

Sections 6.16 to 6.19 of the Local Government Act – Setting of fees and charges. Fees imposed as part of the budget adoption process do not require public notice to be given.

Section 6.47 of the Local Government Act – Concessions (applicable to the Landfill Site Maintenance Rate)

Section 66 of the Waste Avoidance and Resource Recovery Act 2007 allows a local government to impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 allows a local government to impose a receptacle charge such as for a kerbside rubbish collection service and/or a kerbside recycling collection service.

Regulation 34(5) of the Local Government (Financial Management) Regulations requires a local government, each financial year, to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances.

### Integrated Planning

#### ➤ Strategic Community Plan

- Key Goal 5 - Our leadership will be visionary, collaborative and accountable
- Objective 5.1 - Our community actively participates in civic life
- Strategy 5.1.4 - People receive Shire information, services and opportunities according to their needs
- Objective 5.2 - We maintain high standards of governance, accountability and transparency
- Strategy 5.2.3 - Ensure organisational capability



- Strategy 5.2.6 - Ensure the future financial sustainability of the organisation
  - Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
  - Objective 5.3 - We operate within the Integrated Planning Framework
  - Strategy 5.3.1 - Implement the Shire's Integrated Planning Review Cycle
  - Strategy 5.3.2 - Apply best practice asset management principles
- Corporate Business Plan  
The preparation of the annual budget is structured around the Corporate Business Plan which is reviewed annually. Where actions of the Corporate Business Plan identified for implementation in 2017/18 required specific funding this funding has been included in the draft budget.
- Long Term Financial Plan  
The contents of the Long Term Financial Plan were a determinant in developing the 2017/18 budget.
- Asset Management Plans  
Although Council's asset management plans have only recently been reviewed and adopted, the principles outlined in the various plans have been referred to when developing the budget.
- Workforce Plan  
There are no specific recommendations that directly informed the 2017/18 budget.
- Other Integrated Planning  
The 10 year Strategic Works Program, 10 Year Plant/Fleet Replacement Plan and 4 year building Capital and Maintenance Plan are major informing documents in the development of the annual budget.

### Policy

Council Policy F.7 – 'Reporting Forecast Budget Variations' sets out the level of material variances to the budget that must be reported to Council. Although Council has adopted this policy, Regulation 34(5) of the Local Government (Financial Management) Regulations requires Council to annually adopt a percentage or value for reporting of budget variations, hence this matter has been included in the officer recommendation.

### Budget Implications

The annual budget identifies how funds will be sourced and allocated in the forthcoming year, and allows for the imposition of rates which is a primary income stream from which services and upcoming projects may be funded.

### Fiscal Equity

Whilst the budget contains a number of projects that have an impact on individuals and groups, this item concerns the adoption of the budget and the allocation of funds towards a large number of activities, functions and projects of the Council.

Whole of Life Accounting

The budget proposes the allocation of funds towards a large number of activities, functions and projects of the Council. Where required for specific projects the concept of whole of life accounting will be investigated and if necessary reported on to the Council.

Social Equity

Whilst the budget contains a number of projects that have an impact on the social fabric of the community, this item concerns the adoption of the budget and the allocation of funds towards a large number of activities, functions and projects of the Council.

Ecological Equity

Whilst the budget contains a number of projects that have an impact on the environment, this item concerns the adoption of the budget and the allocation of funds towards a large number of activities, functions and projects of the Council.

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement

The budget will provide funds for a number of tasks or projects that will result in improvements to the functions and processes of the Shire.

Delegated Authority - Nil

Voting Requirements

Simple Majority other when requirement for Absolute Majority is noted for specific recommendations.

**Council Decision Moved Cr Mackman, Seconded Cr Pratico**

***SpC.01/0817 That Council invokes clause 18.1 of the Standing Orders to allow for informal discussion at 5.32pm***

***Carried 7/0***

**Council Decision Moved Cr Pratico. Seconded Cr Wilson**

***SpC.01/0817a That application of clause 18.1 of the Standing Orders cease at 6.52pm.***

***Carried 7/0***

**Council Decision Moved Cr Pratico, Seconded Cr Wilson  
SpC.01/0817b That in the 2017/18 financial year, Council impose the following rates in the dollar and minimum rates in the district:**

<b>Category</b>	<b>Rate in \$</b>	<b>Minimum Rate</b>
<b>Gross Rental Value (GRV) Properties</b>	<b>8.7341 cents</b>	<b>\$867.00</b>
<b>Rural Unimproved Value (UV) Properties</b>	<b>0.6001 cents</b>	<b>\$1,074.00</b>
<b>Urban Farmland Unimproved Value (UV)</b>	<b>0.5101 cents</b>	<b>\$1,074.00</b>
<b>Mining Unimproved Value (UV)</b>	<b>7.8436 cents</b>	<b>\$760.00</b>

**Absolute Majority 7/0**

**Council Decision Moved Cr Wilson, Seconded Cr Pratico  
SpC.01/0817c That in the 2017/18 financial year, Council imposes Rubbish Collection Charges as follows:**

- **\$82.00 per annum per 120 litre or 140 litre rubbish bin (noting a 240 litre rubbish bin represents two 120 litre services); and**
- **\$66.00 per annum per 240 litre recycling bin.**

**and that these charges be included in the 2017/18 Schedule of Fees & Charges.**

**Absolute Majority 7/0**

**Council Decision Moved Cr Hodson, Seconded Cr Mackman  
SpC.01/0817d That in the 2017/18 financial year, Council, under Section 66 of the Waste Avoidance and Recovery Act 2007, imposes a Landfill Site Maintenance Rate (for the purpose of funding all its waste services other than kerbside rubbish and recycling collection services). Furthermore Council sets the following rates in the dollar for the Landfill Site Maintenance Rate however noting that under Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (Financial Management) Regulations all rateable properties will be charged the minimum rate only:**

**GRV - \$0.00018502**

**UV - \$0.00005569**

**Minimum Rate - \$173.00**

**Absolute Majority 7/0**

**Council Decision Moved Cr Mackman, Seconded Cr Scallan  
SpC.01/0817e That for the Landfill Site Maintenance Rate the following concessions will be applicable:**

**“Where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations:**

- (i) A habitable dwelling house or commercial rented premises is situated on the additional property; or**

**(ii) The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map”.**

**Absolute Majority 7/0**

**Council Decision Moved Cr Pratico, Seconded Cr Hodson  
SpC.01/0817f That in the 2017/18 financial year, Council nominate due dates for the payment of rates and service charges as follows:**

<b>Payment in Full</b>	<b>Payment in Instalments</b>
<b>29 September 2017</b>	<b>29 September 2017</b>
	<b>29 November 2017</b>
	<b>29 January 2018</b>
	<b>29 March 2018</b>

**Carried 7/0**

**Council Decision Moved Cr Scallan, Seconded Cr Pratico  
SpC.01/0817g That in the 2017/18 financial year, Council impose penalty interest at 11% per annum, calculated daily, on rates and service charges remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due dates identified in Part 5 above.**

**Absolute Majority 7/0**

**Council Decision Moved Cr Wilson, Seconded Cr Pratico  
SpC.01/0817h That in the 2017/18 financial year, Council impose instalment plan administrative fees and interest for the payment of rates and service charges as follows:**

- **\$8.45 per instalment (not including the first instalment); and**
- **5.5%.**

**Absolute Majority 7/0**

**Council Decision Moved Cr Quinby, Seconded Cr Pratico  
SpC.01/0817i That for the financial year ending 30 June 2018, Council transfer funds to and from the Reserve Funds, as is specified in the 2017/18 Draft Budget.**

**Carried 7/0**

**Council Decision Moved Cr Hodson, Seconded Cr Wilson  
SpC.01/0817j That for the financial year ending 30 June 2018, Council transfer funds to and from the Trust Account, as is specified in the 2017/18 Draft Budget.**

**Carried 7/0**

**Council Decision** *Moved Cr Pratico, Seconded Cr Hodson*  
**SpC.01/0817k** *That Council adopt the balanced 2017/18 Draft (Statutory) Annual Budget, including the Rate Setting Statement which indicates that \$4,370,922 in rates is to be raised, as presented.*

**Absolute Majority 7/0**

**Council Decision** *Moved Cr Hodson, Seconded Cr Pratico*  
**SpC.01/0817l** *That in accordance with Policy F7 (Reporting Forecast Budget Variations Policy), for the financial year ending 30 June 2018 Council adopt a percentage of plus or minus 10% up to \$50,000 at sub-program level, and 5% over \$50,000, at sub-program level, to be used for reporting material variances of actual revenue and expenditure in the monthly reports of financial activity. The exception being that material variances of \$1,000 or less are non-reportable.*

**Carried 7/0**

**Council Decision** *Moved Cr Scallan, Seconded Cr Wilson*  
**SpC.01/0817m** *That Council approves the following incentive program for the early payment of rates in full by the due date of 29 September 2017:*

- 1<sup>st</sup> Prize:** \$600 Community Cash Vouchers
- 2<sup>nd</sup> Prize:** Weekend stay at Quality Hotel Ambassador Perth including breakfast (valued at \$340)
- 3<sup>rd</sup> Prize** 1 Double pass to Asher Fisch Conducts Schumann Concert (double pass valued at \$182)
- 4<sup>th</sup> Prize** 1 Double pass to Asher Fisch Conducts Schumann Concert (double pass valued at \$182)

**Absolute Majority 6/1**


*Cr Mackman voted against the Motion*

### **Closure**

*The President closed the Meeting at 7.00pm*

### **List of Attachments**

<b>Attachment</b>	<b>Item No.</b>	<b>Details</b>
1	SpC.01/0817	Draft 2017/18 Budget

Agenda papers checked and authorised by CEO, Mr T P Clynh		18.8.17
---	---	---------

CERTIFICATION OF MINUTES

As Presiding Member, I certify that the Minutes of the Special Meeting of Council held 17 August 2017 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on 31 August 2017.

..... 31 August 2017

unconfirmed minutes

**2017**

**SHIRE OF BRIDGETOWN – GREENBUSHES**

**To**

**BLACKWOOD HORSE AND PONY CLUB**  
**INCORPORATED**

---

**LEASE**

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THIS AGREEMENT FOR LEASE is made the 28<sup>th</sup> DAY of JULY 2017 BETWEEN THE SHIRE OF BRIDGETOWN-GREENBUSHES a duly incorporated Local Government Body pursuant to the Local Government Act of Bridgetown in the State of Western Australia (hereinafter called the “Lessor”) of the one part and the BLACKWOOD HORSE AND PONY CLUB INCORPORATED a body incorporated under the Associations Incorporation Act 1987 (as amended) of Bridgetown aforesaid (hereinafter called the “lessee”) of the other part.

WHEREAS the Lessor has vested in it for the purposes of recreation ALL THAT land located within the Shire of Bridgetown-Greenbushes and being Reserve No 21272.

AND WHEREAS the Lessor wishes to lease the said land to lessee for the purposes of a Gymkhana area.

NOW THIS LEASE WITNESSWTH AS FOLLOWS:

1. The Lessor hereby leases unto the lessee and the Lessee takes ALL THAT PIECE OF LAND BEING Reserve No. 21272 TO HOLD the same unto the Lessee for the term of Five Years (5) commencing on the 1<sup>st</sup> day of September 2017 at the clear annual rental of ONE HUNDRED DOLLARS (\$100.00) payable annually in advance by issuing of a tax invoice by the Lessor, and subject to the covenants and conditions hereinafter contained.
2. The Lessee to the intent that the obligations may continue throughout the term hereby granted or any extension thereof HEREBY COVENANTS with the Lessor as follows:
  - (a) To pay the rent in the manner herein provided on the due date as herein stated at all times without any deduction therefrom.
  - (b) To fence/maintain fencing of the area with four (4) plain wires including one (1) sight wire and that the fence be fitted with at least one (1) properly hung G.W.I and mesh gate.
  - (c) Will allow pedestrian access to the said land through boundary fencing erected on the said land at selected points and gates or by way of steps such as would allow passage over the fence.
  - (d) Remove all existing rubbish from the said land or bury same as shall be appropriate and rehabilitate all sandpits on site.
  - (e) Not to permit the grazing of any stock on the said land without the written approval of the Lessor.
  - (f) To confine all clearing on the said land to the area of the originally cleared oval which area shall be delineated or defined by flagged pegs provided that no such



clearing shall take place prior to an inspection of the area to be cleared by a representative of the Lessor.

- (g) No substantial standing green trees will be removed from the said land without prior written approval of the Lessor provided that such approval shall be granted by the Lessor purely for the purpose of maintaining existing fence alignments.
- (h) To insure and keep insured from time to time with a reputable insurance office the said land against public risk so as to indemnify the Lessor therefrom and will deliver such policy of insurance and will pay the premiums therefore and will deliver the receipts for payment thereto to the Lessor at least three days prior to the date of renewal appointed in such policy.
- (i) To take such fire prevention measures as are advised and recommended by the appropriate Bush Fire Brigade such methods not to include further clearing of the said land.
- (j) To maintain during the said term a reasonable level of activity so as to justify the continuance of this Lease.
- (k) Not to erect any buildings on the said land without written approval of the Lessor.
- (l) To prepare a plan which shows all defined horse trails to be used on the said land to the satisfaction of the Lessor and these paths should follow existing tracks where possible.
- (m) All horses are to be confined to the defined horse trails and oval area and the Lessee shall be responsible for the enforcing of this condition and will allow the Lessor to make inspections of this area from time to time to ensure that this condition is being complied with.
- (n) Not to do or permit upon the said land anything which may be or become a nuisance or annoyance to the owners or occupiers of adjoining land or premises.
- (o) Not to assign transfer sublet or part with possession of the said land or any part thereof or otherwise by any act or deed to procure or allow or suffer (either voluntarily or involuntarily) the said land or any part thereof to be assigned transferred or sublet or the possession thereof parted with for all or any part of the said term without the written consent of the Lessor and without the written consent of the Minister of Lands.
- (p) To pay all costs charges and expenses including solicitor's costs of or in connection with preparation and service of a notice requiring the Lessee to remedy a breach of any of the covenants herein contained.

- (q) To remove or destroy all seedling pines less than 2 metres high.
- (r) That in the event of the Lessee importing soil for the purposes of application to the said land the Lessee will do all in its power to ensure that such soil shall be sourced to areas which shall be certified as being free of dieback.
- (s) At the expiration or sooner determination of the said term quietly to deliver up to the Lessor possession of the said land in such a state of repair and condition as shall be in the strict accordance with the Lessee's covenants and stipulations herein contained.
- (t) To pay the costs of and incidental to the preparation and completion of this Lease and the stamp duty hereon.

3. THE LESSOR HEREBY COVENANTS with the Lessee:

- (a) That the Lessee paying the rent hereby reserved and performing and observing the covenants and stipulations herein contained and on their part to be performed and observed may peaceably and quietly hold and enjoy the said land during the term hereby created or any extension thereof without any lawful interruption by the Lessor or any person rightfully claiming under or in trust for the Lessor.

4. IT IS HEREBY MUTUALLY AGREED AND DECLARED by and between the parties as follows:

- (a) If the rent hereby reserved or any part thereof respectively shall at any time be in arrear or unpaid for twenty eight days after the same shall have become due whether demanded or not or if the Lessee shall at any time fail or neglect punctually to perform or observe or shall commit to allow any neglect or breach of any of the covenants or conditions herein contained and on the part of the Lessee to be performed and observed THEN and in any such case it shall be lawful for the Lessor to determine this lease and demise and cancel these presents and thereupon the Lessor may re-enter upon the said land or any part thereof in the name of the whole and take and hold possession thereof as if these presents had not been made without prejudice to any right of action or remedy of the Lessor in respect of any antecedent breach of any of the covenants by the Lessee hereinbefore contained.

- (b) On the written request of the Lessee made not less than two calendar months before the expiration of the term hereby created and if there shall not at the time of such request be any existing breach or non-observance of any of the covenants on the part of the Lessee the Lessor may grant it a lease of the said land for a further FIVE YEARS (5) at a rental to be agreed and containing the like covenants and provisos as are herein contained with the exception of this present option of renewal. This option is subject to written agreement from the Lessor and Lessee.

IN WITNESS whereof the parties hereto have hereunto set their hands and affixed their seals the day and year first hereinbefore written.

THE COMMON SEAL of THE SHIRE OF BRIDGETOWN-GREENBUSHES was hereunto affixed in the presence of:

\_\_\_\_\_  
Shire President

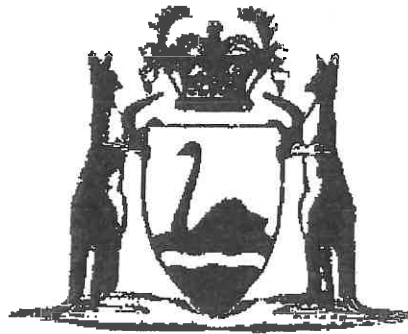
\_\_\_\_\_  
Chief Executive Officer

THE COMMON SEAL of THE BLACKWOOD HORSE AND PONY CLUB INCORPORATED was hereunto affixed in the presence of:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary

Attachment 1



WESTERN AUSTRALIA

**STATE  
DAMBREAK  
EMERGENCY MANAGEMENT  
PLAN**

**(WESTPLAN-DAMBREAK)**

Sep 2004

**PREPARED BY WATER CORPORATION**



## AMENDMENT RECORD

Proposals for amendment or additions to this document should be forwarded to:

George Basanovic - Corporate Incident Management Coordinator  
Water Corporation, 629 Newcastle St, Leederville,  
Western Australia, Australia, 6007

Ph 08- 9420 3247 Fax 08-9420 2656  
A/Hrs Ph/Fax 08-9386 4952 Mobile 0417 180 677

AMENDMENT			AMENDED BY
NO.	DATE	DETAILS	INITIALS/DATE
	July 2001	Initial Issue	
1	Sep 2004	Complete Reissue	
2			
3			
4			
5			
6			
7			
8			
9			
10			

# STATE DAM BREAK EMERGENCY MANAGEMENT PLAN

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**DISTRIBUTION LIST****WA Water Corporation**

Water Production Branch

Infrastructure Development Branch

Perth Region

North West Region

Mid West Region

South West Region

Great Southern Region

Goldfields and Agricultural Region

Corporate Incident Management Coordinator

Minister for Police and Emergency Services

State Emergency Management Committee

Emergency Management Australia

FESA

Emergency Management Services (EMS)

State Emergency Services (SES)

WA Police Service

Bureau of Meteorology

Main Roads WA

Department of Health

Department of Community Development

Western Power

Alinta Gas

Telstra

Australian Broadcast Corporation

Geoscience Australia

Department of Environment



## GLOSSARY OF TERMS

*Source: ANCOLD Guidelines on Dam Safety Management*

<p><b>Abutment:</b> That part of the valley side against which the dam is constructed.</p>	<p><b>Hazard Category:</b> The scale of adverse consequences subsequent to a dam failure.</p>
<p><b>ANCOLD:</b> Australian National Conference on Large Dams</p>	<p><b>Hazard Management Agency</b> That organisation which, because of its legislative responsibility or specialised knowledge, expertise and resources is responsible for ensuring that emergency management activities pertaining to the prevention of, preparedness for, response to and recovery from a specific hazard are undertaken. Such organisations are either designated by legislation or detailed in State level emergency management plans.</p>
<p><b>Dam:</b> An artificial barrier, together with appurtenant works, constructed for storage, control or diversion of water, other liquids, silt, debris or other liquid-borne material.</p>	<p><b>Outlet Works:</b> The combination of intake structure, conduits, tunnels, flow controls and dissipation devices to allow the release of water from a dam.</p>
<p><b>Dam Safety Emergency Plan:</b> A continually updated set of instructions and maps that deal with possible emergency situations or unusual occurrences at or related to a dam or reservoir</p>	<p><b>Seepage:</b> The unregulated escape of water through, under or around the dam</p>
<p><b>Full Supply Level:</b> The maximum normal operating water surface level of a reservoir.</p>	<p><b>Spillway:</b> A weir, channel, conduit, tunnel, gate or other structure designed to permit discharges from the reservoir when pondage levels rise above the full supply level.</p>

## **PART 1 — INTRODUCTION**

### **INTRODUCTION**

1.1 The community has the right to expect that a dam is designed, constructed and managed to be fully functional without being a threat to the safety of the community. The Guidelines on Dam Safety Management January 2003 (by November), prepared by ANCOLD (Australian National Committee on Large Dams), details the responsibilities of key players, the essential management plans and procedures, and the co-ordination of effort at all levels to provide the assurance of risk minimisation.

1.2 While the dam owner has the legal and moral responsibility for dam safety, the government has the legislative role to ensure that such responsibilities are met. This is fulfilled in part by the State Emergency Management Committee (SEMC) through its Policy Statement No. 7 — WA Emergency Management Arrangements. This set of arrangements identifies the Hazard Management Agency for the management of various hazards or emergencies.

1.3 The Water Corporation of WA is the nominated Hazard Management Agency (HMA) for a dam break emergency at those dams managed by the Corporation itself.

1.4 For Water Corporation's dams, the nominated Incident Manager for a dam break emergency are the Corporate Incident Directors, being the General Manager of the Customer Services Division and the General Manager of the Water Technologies Division.

The Incident Control Centre is at the Water Distribution Control Centre building, opposite the Water Corporation Headquarters in Newcastle Street Leederville.

1.5 Reserved.

### **DUAL ROLE OF THE WATER CORPORATION**

1.6 The Water Corporation is both the dam owner and the HMA for a failure of a Water Corporation dam.

To maintain the distinction in responsibilities, the term “dam owner” will be used throughout this document even though it refers to the Water Corporation.

#### **TITLE & AUTHORITY FOR PLAN**

1.7 The title of this plan is “State Dam Break Emergency Management Plan for Water Corporation Dams” (Westplan DamBreak).

The authority for this plan is vested in the Water Corporation as the designated Hazard Management Agency for Dam Break under SEMC Policy Statement No. 7. As the HMA, the Water Corporation has the responsibility for the development and maintenance of this Emergency Management Plan.

#### **AIM, OBJECTIVES, SCOPE**

1.8 The aim of this plan is to detail the management arrangements to deal with a dam break event occurring at a dam managed by the Water Corporation.

#### **1.9 Objectives**

This plan has the following objectives:

- ◆ to establish the concepts and principles for the management of a dam break;
- ◆ to establish the arrangements for statutory and non-statutory organisations involved in the management of a dam break;
- ◆ to provide the link to site-specific Dam Safety Emergency Plans (DSEP);
- ◆ to provide a reference for Regional and Local emergency services.

### 1.10 Scope

This plan is a generic document for dams (including major hydraulic structures) which are managed by the Water Corporation of WA, as listed in the table at Section 2.

## **HAZARD DEFINITION**

1.11 Brief descriptions of potential emergencies are contained in Part 2 of this plan.

## **FOUR PHASE EMERGENCY MANAGEMENT MODEL**

1.12 This Plan follows the Four Element Emergency Model as described in SEMC Policy Statement No. 7. The model looks at emergency management in terms of Prevention, Preparedness, Response and Recovery.

The general format of this Plan is:

- (a) Part 2 — Emergency Definition
- (b) Part 3 — Concept
- (c) Part 4 — Prevention
- (d) Part 5 — Preparedness
- (e) Part 6 — Response
- (f) Part 7 — Recovery
- (g) Part 8 — Agency Responsibilities

It is possible that there may be overlaps of sequential elements and that they may run in parallel.

## **AGENCY RESPONSIBILITIES**

1.13 Part 8 of this plan lists the participating agencies and organisations for this emergency and their respective roles and responsibilities.

## PART 2 — DAM BREAK EMERGENCY

### INTRODUCTION TO DAMS

2.1 A dam is a structure of earth, rock or concrete, designed to create a pond, lake, or reservoir to hold back water or other liquids. Within the scope of this plan, a dam is used for the storage of water for water supply, irrigation, flood control, generate hydro electricity or as part of wastewater treatment processes (even though 'water' is referred to in all instances).

### TYPES OF DAMS

2.2 Dams are usually classified according to the materials used to construct them and on their basic design.

- A. Embankment dams are the most common type of dam in use today. They are named an 'earthfill' or 'rockfill' dam depending on their contents comprising either compacted earth or permeable rock, and an impermeable clay core.
- B. Concrete gravity dams hold back water by using their own weight and friction resisting the reservoir's water pressure. The upstream face of the dam is generally vertical, or near vertical, while the downstream face gradually slopes down. Since there is more pressure near the base of the dam, the dam is broader there than at the crest.
- C. Concrete arch dams use an arch design to hold back water. They are typically built in narrow, steep canyons. When water pushes on the arched upstream face, the dam just pushes into the canyon walls. Arch dams can be very thin because they can withstand a lot of force with their arch design.

### DESCRIPTION OF A DAM BREAK EMERGENCY

2.3 A dam break emergency is deemed to have arisen from any of the following situations:

- ◆ an actual break in the body of the dam or the abutments causing a release of stored water;
- ◆ collapse of the spillway causing erosion of the embankment and threatening a break in the dam;
- ◆ failure of intake tower or outlet works, leading to uncontrolled outflows;

- ◆ imminent failure deduced from surveillance results or direct observations, such as increased seepage rates and cracking;
- ◆ earth tremors of such intensity as to endanger the integrity of the dam.

2.4 An unplanned release of stored water endangering the community downstream is an emergency which can occur without structural failure of the dam, such as

- ◆ overtopping due to a flash flood surge or a wave caused by a bank slip, being of a magnitude beyond the capacity of the spillway;
- ◆ unannounced release due to operational error or malfunctioning valve system or sabotage.

2.5 In all of the above situations, the Water Corporation, as dam owner, must activate its local emergency procedures and, as the HMA, will activate this emergency plan.

#### **CAUSES OF DAM FAILURE**

2.6 Unless a major earthquake occurs, it is unusual for a dam to fail without prior indication of defects or deficiencies in the dam. Events or conditions affecting dam safety include:

- ◆ excessive settlement of the embankment;
- ◆ mass movement of the dam on its foundation;
- ◆ overtopping by flood waters with material washout;
- ◆ excessive seepage or piping through the embankment, foundation or abutments;
- ◆ cracks, settlement or seepage on the crest, faces or abutments of embankments;
- ◆ deterioration of spillways, intake towers, outlet works or tunnels.

## APPROACH TO DAM SAFETY BY THE WATER CORPORATION

2.7 In the absence of Western Australian legislation dealing with dam safety, the Water Corporation has adopted the current national best practice in dam safety management, as described in ANCOLD's Guidelines on Dam Safety Management 2003, which recommends:

- ◆ Extreme Dam Safety Emergency Plans (DSEP); should exist for all dams where there is a potential for loss of life in the event of dam failure.
- ◆ the dam owner should maintain a register of the dams, principally referable dams, which require specific management.

### Flood Hazard Category

2.8 ANCOLD has defined hazard category as "a scale of adverse consequences caused by dam failure —. The current criteria for determining the hazard categories as described in the ANCOLD Guidelines are reproduced below on assessment of the Consequences and Dam Failure.

**Table 1 – Hazard categories**

Population at Risk	Severity of Damage and Loss			
	Negligible	Minor	Medium	Major
0	Very Low	Very Low	Low	Significant
1 to 10	Low Notes 1 and 4	Low Notes 4 and 5	Significant Note 5	High C Note 6
11 to 100	Note 1	Significant Notes 2 and 5	High C Note 6	High B Note 6
101 to 1000		Note 2	High A Note 6	High A Notes 6
>1000			Note 3	Extreme Note 6

Note 1 With a PAR of 5 or more people, it is unlikely that the severity of damage and loss will be "Negligible".

- Note 2 “Minor” damage and loss would be unlikely when the PAR exceeds 10.
- Note 3 “Medium” damage and loss would be unlikely when the PAR exceeds 1000.
- Note 4 Change to *Significant* where the potential for one life being lost is recognised.
- Note 5 Change to *High* where there is the potential for one or more lives being lost.
- Note 6 See Section 2.7 and 1.6 for explanation of the range of High Hazard Categories.

Of the 70 dams managed by the Water Corporation as listed in Table 2 below, there are 11 extreme, 21 High, 24 Significant and 12 Low Flood Hazard Category dams.

**Table 2 — Water Corporation Dams**

Dam	Hazard Category	Year Completed	Capacity at Full Supply Level x 1000 m <sup>3</sup>	Type of Structure
<b>Perth Metropolitan</b>				
Bickley	High C	1921	60	Concrete, Rockfill
Canning	Extreme	1940	90,353	Concrete
Churchman Brook	High A	1928	2,241	Earth
Mundaring	Extreme	1902	63,597	Concrete
New Victoria	Extreme	1991	9,463	Concrete
North Dandalup	High A	1994	74,849	Earth
Serpentine	Extreme	1961	137,667	Earth
South Dandalup	Extreme	1974	205,345	Earth
Wungong	Extreme	1979	59,796	Earth, Rockfill
Conjurunup	Significant	1992	180	Concrete
Lower Helena	Significant	1971	133	Concrete
Lower South Dandalup	Significant	1971	77	Concrete
Serpentine Pipehead	High B	1957	2,625	Concrete
Woodmans Point	Significant	2001		Earth
<b>South West Region</b>				
Drakesbrook	High A	1931	2,290	Earth
Glen Mervyn	High C	1969	1,140	Earth
Harris	Extreme	1990	71,508	Earth
Harvey	Extreme	1916	8,016	Concrete, Earth, Rockfill
Logue Brook	High A	1963	24,590	Earth
Mungalup	High C	1935	682	Earth
Samson Brook	High A	1941	7,993	Earth
Stirling	Extreme	1948	53,769	Earth
Waroona	High A	1966	14,872	Earth
Wellington	High Extreme	1933	184,900	Concrete
Hester	Significant	1918	118	Earth
Manjimup	High C	1967	768	Earth
Millstream	Significant	1962	452	Earth



Dam	Hazard Category	Year Completed	Capacity at Full Supply Level x 1000 m <sup>3</sup>	Type of Structure
Phillips Creek	High C	1936	269	Earth
Quininup	Significant	1987	700	Earth
Tanjannerup Creek	Significant	1961	121	Earth
Ten Mile Brook	Significant	1994	1,500	Earth
Wellington Pipehead	Significant	1932		Masonry
Balingup	High	1963	61	Earth
Beela	Low			
Big Brook	High	1986	627	Concrete
Boyup Brook	Low	1943	129	Earth
Dumpling Gully No. 1	Low	1962	95	Earth
Dumpling Gully No. 2	Low	1987	98	Earth
Kirup	Low	1966	60	Earth
Margaret River WWTP	High C			
Bridgetown WWTP	Sign			
Busselton CB1	Sign			
Busselton C2	Sign			
Manjimup WWTP	Sign			
Nannup WWTP	Sign			
<b>Great Southern Region</b>				
Albany WWTS	Significant	1994	310	Earth
Boddington	High C	1952	131	Earth
Pinwernying	High C	1917	251	Earth
Quickup	High C	1989	1,898	Earth
Bolganup	Significant	1957	225	Earth
Badgarning	Low	1913	62	Earth
Bottle Creek	High C	1922	350	Earth
Brookton	Low	1916	140	Earth
Denmark	Low	1961	451	Concrete
Albany No. 2 Res	Low			Earth
Albany Mo. 4 Reservoir				Earth
Horsley Rd Reservoir				Earth
<b>Mid West Region</b>				
Wicherina	Low	1922	455	Earth
<b>North West Region</b>				
Harding	High A	1985	63,800	Rockfill
Kununurra Diversion	High C	1963	97,900	Concrete, Earthfill
Moochalabra	Sign	1971	Bigger	Rockfill
Ord River	Extreme	1971	10,541,000	Rockfill
<b>Goldfields Region</b>				
Barbalin	Low	1931	203	Earth
Mount Roe	Low	1971	88	Earth

<b>Dam</b>	<b>Hazard Category</b>	<b>Year Completed</b>	<b>Capacity at Full Supply Level x 1000 m<sup>3</sup></b>	<b>Type of Structure</b>
Waddouring	Low	1930	137	Earth
Kalgoorlie No. 2 Res	High A			Earth
Kalgoorlie No. 3 Res	High A			Earth
Kalgoorlie No. 1 Res	Sign			Earth
Toodyay WWTP	Sign			Earth

NOTE: This list does not include Water Corporation reservoir which are being added to the program.

## **PART 3 — EMERGENCY PLAN CONCEPT**

### **INTRODUCTION**

3.1 A large body of liquid contained within a man-made structure will always present a hazard to the community in the path of a sudden release of that liquid. It is the moral and legal responsibility of the dam owner and of the regulators to ensure that the risk of a dam failure is minimised and emergency management plans are developed to mitigate the consequences of such an incident.

3.2 Emergency in terms of dam operation is any condition that develops unexpectedly, endangers the integrity of the dam or downstream property and life and requires immediate action.

3.3 A brief description of the nature of a dam emergency is in Part 2 of this Plan.

### **COMMUNITY ARRANGEMENTS**

3.4 For an effective and timely response to a dam break emergency and to mitigate the consequences, it is necessary to be prepared for such an event and to respond collectively in an organised manner and with confidence. To achieve this smooth and structured approach, the participating combat agencies must be identified, their roles and responsibilities established, and the individual agency response activities co-ordinated.

3.5 It should be noted that another emergency, downstream flooding, will arise from the failure of an operational dam. The designated Hazard Management Agency for Flood Emergency is the Fire and Emergency Services Authority of Western Australia (FESA (SES)) and in the event of a dam break will have a significant role in this emergency plan, particularly in relation to Response and Recovery.

3.6 The responsibility for co-ordinating the emergency arrangements to deal with a dam break, including the subsequent downstream flooding, rests with the Water Corporation as HMA for this emergency.

### **THE WA EMERGENCY MANAGEMENT CONCEPT**

3.7 Preventive measures at the dam are the responsibility of the dam owner. Public safety issues must be considered by the owner during all stages of the dam creation and be carried through into the development of the DSEP. The HMA will confirm adequate provisions have been made.

3.8 Preparedness programs will be co-ordinated by the HMA. Because of the consequent downstream flooding from a dam break, FESA (SES) will have strong input to the public awareness and education programs as well as the local emergency management plans. Local Government and the at-risk community will also have to be involved.

3.9 In relation to Response and Recovery when a flood emergency has occurred FESA (SES), as HMA for a flood emergency, will activate WESTPLAN - FLOOD. The dam owner will continue to monitor the dam break emergency and assist FESA (SES) as necessary.

### **WESTPLAN DAMBREAK COMMITTEE**

3.10 This Committee was formed by the Water Corporation, as HMA and includes FESA (SES), Police, WA Municipal Association. Other organisations with an interest are listed in Part 8.

3.11 Its role will be to assist the Water Corporation as HMA, with the development of arrangements for the prevention of, preparedness for, response to and recovery from a dam break emergency, and clarifying the roles and responsibilities of the HMAs and combat agencies.

## PART 4 — DAM BREAK PREVENTION

### INTRODUCTION

4.1 The dam owner has a legal and moral responsibility to ensure that the downstream community is at minimal risk from a dam failure. This is best done by applying sound engineering practice during asset creation, keeping the dam in good repair and providing appropriate emergency management plans to respond to a hazard condition, in accordance with ANCOLD Guidelines on Dam Safety Management 2003.

### DAM OWNER RESPONSIBILITIES

4.2 To ensure the continued integrity of a dam and to mitigate the consequences of deficiencies, the dam owner must:

- ◆ emphasise dam safety issues during investigation, design and construction stages;
- ◆ avail itself of best available expert advice on dams and dam safety;
- ◆ archive pertinent documents that will be useful for future safety reviews;
- ◆ conduct periodical Safety Reviews throughout the life of the dam
- ◆ develop a DSEP that addresses such issues as:
  - flooding potential;
  - vulnerability and protection of the community;
  - warning and communication systems;
  - emergency responses;
- ◆ develop an Operations and Maintenance Plan that is available after commissioning and which addresses safe operating practice in adverse scenarios as well as normal conditions and which will ensure that the dam is kept in good repair;
- ◆ develop an appropriate Surveillance Program that commences soon after commissioning and which includes regular inspections, monitoring, and assessment, together with guidelines to assist personnel in interpreting and responding to observations;
- ◆ take necessary remedial action in a timely manner;
- ◆ develop a program to periodically review the DSEP, re-evaluate the safety of the dam, re-assess the profile of the downstream community and update the flood hazard category if necessary and update the information supplied to participating agencies.

#### HAZARD MANAGEMENT AGENCY RESPONSIBILITIES

4.3 It is the responsibility of the HMA to:

- ◆ confirm that the required DSEPs are in place and will address:
  - potential flood inundation areas;
  - warning systems;
  - communication systems;
- ◆ confirm that Regional and Local combat arrangements are in place;
- ◆ ensure that emergency arrangements are made known to all participating combat agencies.

#### FESA (SES)

4.4 FESA (SES) has a significant role in the Prevention element of the consequential flooding emergency following a dam break. Its own emergency arrangements for a flood would include such precautionary measures as warning systems, effective communications and planned responses by other agencies.

FESA (SES) must involve the dam owner in the establishment of warning and communication systems and in developing public awareness programs.

#### LOCAL GOVERNMENT RESPONSIBILITIES

4.5 It is essential that Local Government:

- ◆ have input at the planning stage of the dam to ensure the safety and other interests of the community are recognised;
- ◆ have input in emergency planning to confirm response arrangements and be informed of the potential downstream flood inundation area;
- ◆ co-operate with other combat agencies in providing an education program and establishing an emergency response plan for the community at risk;
- ◆ consider in its general plan an emergency response for its essential facilities within the potential downstream flood inundation area;
- ◆ in its local administration role, ensure appropriate land use within the potential downstream flood inundation area;
- ◆ maintain liaison with the dam owner and with the HMAs.

*Note: The capability and commitment of each Local Government to undertake the tasks and meet the responsibilities identified in this State Plan should be confirmed by the Hazard Management Agency and detailed in the Local Hazard Emergency Plan and/or Local Emergency Management Arrangements. This will ensure the varying capabilities of individual Local Governments are recognised and agreed to by all parties.*

- ◆ conduct and review dam break flood analysis and issue of updated information to FESA (SES);
- ◆ continuing liaison with FESA (SES), Police, with updates of essential information for FESA (SES), Police to plan its emergency response, such as:
  - likely failure modes;
  - time frames from recognition to actual failure considered for different failure scenarios;
  - extent of the flood inundation area;
  - travel times of flood waves;
  - changes to existing warning systems and arrangements;
- ◆ continuing liaison with the Local Government and the community at risk, within the terms of agreed arrangements between the combat agencies;
- ◆ develop and review a damage control and recovery plan for its facilities located at the dam and also within the downstream flood inundation area to minimise recovery costs.

#### 5.4 FESA (SES), as the HMA for Flood Emergency should:

- ◆ ensure that its emergency management plan is regularly reviewed;
- ◆ review the emergency warning and communication arrangements between the participating agencies as developed under the Dam Safety Emergency Plan.

5.5 Local Government must be committed to its role as a major participant and have the resources available to maintain a local emergency management plan, with regular reviews and trials. Due to the low probability of a dam break emergency occurring, the effort put into preparedness at this level may tend to be minimal. Local government need to consider as part of their Emergency Risk Management process whether there are any dams within their area which present a significant risk to their community. If so, ensure that appropriate strategies are in place to treat the risk.

#### 5.6 Communications

There must be arrangements for communication between the HMA, dam owner FESA (SES), Local Government and the community at risk. Such arrangements should be developed jointly and co-ordinated by the dam owner to:

- ◆ avoid duplication of effort;
- ◆ provide the consultation process that engenders co-operation and trust;
- ◆ agree on roles and responsibilities and avoid conflicts due to local priorities;

- ◆ adopt a single set of procedures;
- ◆ co-ordinate the education of the population at risk so as not to cause unnecessary distress through bad public relations, excessive information and/or misinformation;
- ◆ handle media publicity to define the responsible agency, timing, official source, and the information given.

Any media release regarding the integrity of a Water Corporation dam must come from the Water Corporation Incident Director.

Any media release in relation to downstream flooding must be handled by FESA (SES).

#### 5.7 Public Awareness

There should be a joint effort by the dam owner, FESA (SES), and Local Government to develop an awareness program appropriate for the hazards identified and the profile of the community at risk. The program must inform the public of the hazards, the probabilities, the emergency management plans at all levels, the warning and response arrangements, and the expected actions by the public.

#### 5.8 Evacuation

Procedures for evacuation at the dam site are covered by the DSEP or contingency plan for that dam.

FESA (SES) will initiate the action for an evacuation of the downstream community in response to a flood threat from a dam break or overflow.

#### TIMING

5.9 Preparedness activities are undertaken on an ongoing basis except during the response to a dam break and may coincide with prevention and/or recovery activities.



## PART 6 — DAM BREAK RESPONSE

### INTRODUCTION

6.1 Response activities are initiated on the discovery of an imminent or actual dam break.

The DSEP must identify emergency trigger events and initiate the appropriate responses. There must be procedures for:

- ◆ responses appropriate to the nature of the trigger event;
- ◆ effective communication between site personnel and senior management;
- ◆ seeking advice from the Corporation's Dams and Dam Safety Section and from the Corporation's dam engineering consultants, if required;
- ◆ communication with FESA (SES), Police, Local Government and the media.

### DISSEMINATION OF EMERGENCY DISCOVERY

6.2 The broadcasting of information must be appropriate for the severity and timing of the predicted emergency. This activity should be included in the communication and warning arrangements developed in accordance with this Plan (refer Sections 5.6 and 5.7) and will make use of the State Emergency Warning System.

### PRE-IMPACT ACTIVITIES

6.3 In accordance with procedures in the DSEP or contingency plan, the dam owner shall issue the initial warning of a dam break emergency in accordance with the arrangements determined in accordance with Section 5.3 and shall also:

- ◆ alert the public at the dam site;
- ◆ protect its operational units;
- ◆ protect its facilities within the downstream flood inundation area, in accordance with the provisions of the FESA (SES) Flood Emergency Plan.

6.4 When there is a threat of flood inundation to communities downstream of the dam, FESA (SES) will activate warning and evacuation procedures in accordance with its flood emergency plan. The procedures for matters relating to community services and infrastructure such as health, utilities and roads should also be activated.

6.5 The HMA, on receipt of a warning of an impending or actual emergency, shall initiate appropriate arrangements for the threatened community or communities.

#### **POST IMPACT ACTIVITIES**

6.6 These are the activities after the dam is declared to be stable and any consequent flooding has stabilised.

The dam owner will activate the procedures in its DSEP to:

- ◆ ensure the safety of personnel and the community;
- ◆ mitigate the impact on water storage and supply;
- ◆ evaluate the impact on its service to the community and take appropriate action;
- ◆ protect appurtenant works and critical equipment from further damage;
- ◆ participate in the FESA (SES) flood emergency plan, as required;
- ◆ conduct an impact assessment on site when safe to do so.

In a flood situation, the FESA (SES) flood emergency plan will address such issues as community safety and welfare, security of properties and community services, and assessment for further assistance.

#### **IMPACT ASSESSMENT**

6.7 It is important that after the emergency situation has stabilised, an impact assessment is conducted immediately. This assessment will identify the extent of damage, the impact on essential services, the immediate and long term recovery requirements, and the resources required.

This process will be included in the FESA (SES) flood emergency plan.

The dam owner will arrange for its own assessment of the damage to the dam and appurtenant works, as well as its downstream facilities. In a flood situation, such action shall be confirmed with FESA (SES) as the Controlling Agency or Controller for the community recovery process.

## **MULTIPLE POST IMPACT HAZARDS**

6.8 Following the main emergency, consequential hazards may arise that require different levels of response and involve multiple agencies. These hazards include damage and loss of community infrastructure, damage to property and exposure to hazardous materials.

The response activities need to be co-ordinated to ensure effective and efficient use of resources in accordance with community priorities. The allocation of responsibilities for the combat of such hazards will be in accordance with SEMC Policy Statement No. 7.

When consequent flooding has occurred, the co-ordinator shall be FESA (SES); otherwise the HMA for Dam Break Emergency will take on the role.

## **SUPPORT ARRANGEMENTS**

6.9 The requirements for local, regional, state or federal resources to assist the affected community will depend on the impact assessment.

6.10 Furthermore, support may be available from activation of the following State Emergency Management Plans:

- ◆ State Communications Emergency Management Support Plan;
- ◆ State Health Emergency Management Support Plan;
- ◆ State Welfare Emergency Management Support Plan;
- ◆ State Recovery Emergency Management Support Plan.

## **TIMING**

6.11 Response activities will continue until the emergency situation has completely stabilised and the community is out of immediate danger, namely:

- ◆ all rescues are accomplished;
- ◆ all injured have been attended to;
- ◆ shelter has been provided to those made homeless;
- ◆ essential services have been restored.

## PART 7 — DAM BREAK RECOVERY

### INTRODUCTION

7.1 Recovery is the process of managing the activities, short-term and long-term, necessary to return the community to the normal conditions existing prior to the emergency.

Recovery may be of short duration or be a very long term process. It can commence in varying degrees during the post-impact assessment or after full assessment is completed.

Recovery is more than just attending to functional aspects of community life. Personal welfare including health, and the material and emotional needs of the community must be considered.

### RECOVERY PLANS

7.2 For a high impact emergency the recovery requirements will be extensive.

Local and regional emergency plans should have recovery arrangements including:

- ◆ establishment of a Recovery Committee;
- ◆ establishment of welfare centres;
- ◆ provision for welfare support including personal needs, advice and counselling.
- ◆ provision for temporary emergency housing and assistance to return home;
- ◆ emergency financial assistance;
- ◆ restoration of public facilities and services.

If resources at this level are deficient, the State Recovery Emergency Management Plan may be activated for additional support.

7.3 At the dam site, the dam owner, with the knowledge of FESA (SES), shall:

- ◆ secure the site for public safety;
- ◆ in accordance with the impact assessment, take necessary action to:
  - make the site safe for remedial works;
  - restore water supply as soon as possible.

**LONG TERM RECOVERY PROCESS**

7.4 The responsibility for co-ordinating the activities in a long-term recovery process for the downstream community should rest with the designated Recovery Committee. The hand-over by FESA (SES) of this co-ordination role will occur when deemed feasible.

7.5 The dam owner shall be responsible for its own recovery plan at the dam site.

## **PART 8 — AGENCY RESPONSIBILITIES**

### **INTRODUCTION**

8.1 As the Hazard Management Agency for Dam Break Hazard/Emergency, the Water Corporation has the primary responsibility for ensuring that emergency management plans are in place to minimise the incidence and consequences of such events occurring at Water Corporation dams in WA. The assistance and co-operation of other organisations and agencies are necessary for a concerted and effective response.

### **PARTICIPATING ORGANISATIONS AND AGENCIES**

8.2 The primary organisations and agencies which have a direct responsibility in the management or mitigation of a dam break emergency at dams managed by the Water Corporation of WA are:

- (a) Water Corporation (Hazard Management Agency);
- (b) FESA (SES);
- (c) WA Police Service;
- (d) Emergency Management Committee;
- (e) Bureau of Meteorology;
- (f) Local Authorities;
- (g) Main Roads WA;
- (h) Department of Health
- (i) Department of Community Development;
- (j) Western Power;
- (k) Alinta Gas;
- (l) Telstra;
- (m) Media Outlets;
- (n) Geoscience Australia (AGSO)
- (o) DoE

8.3 The following agencies have agreed to assume essential responsibilities as follows:

**(a) WA Water Corporation**

- Discharge the duties of a Hazard Management Agency and liaise with other HMAs to ensure co-ordination of response operations;
- As a dam owner, develop and maintain an emergency plan specific to a dam break occurring at all high and significant hazard dams;
- Restore water supply and wastewater removal facilities affected by the emergency.

**(b) FESA (SES)**

- Discharge the duties of a Hazard Management Agency for a flood emergency and liaise with other HMAs for response to subsequent flooding from a dam break;
- Periodically test and validate local, regional and state plans for response to a flood emergency;
- Participate in the development of a public awareness program with other combat agencies.

**(c) WA Police Service**

- Ensure co-ordination between agencies for dam break emergency responses, if necessary;
- Support FESA (SES) in the evacuation process when activated, including provision of security;
- Control traffic flows in areas affected by flood inundation.

**(d) Emergency Management Committees**

- Assist the Water Corporation and the FESA (SES) in the execution of their tasks as respective HMAs;
- Provide emergency management advice to the appropriate local, regional or state governments.

**(e) Bureau of Meteorology**

- Maintain liaison with FESA (SES) during a flooding emergency and provide relevant information.

**(f) Local Government**

- Provide input to and assist with the development of a public awareness program;
- Provide input to the establishment of warning and communication systems;
- Develop and maintain local community and recovery plans;
- Assist with other agencies during the emergency.

*Note: The capability and commitment of each Local Government to undertake the tasks and meet the responsibilities identified in this State Plan should be confirmed by the Hazard Management Agency and detailed in the Local Hazard Emergency Plan and/or Local Emergency Management Arrangements. This will ensure the varying capabilities of individual Local Governments are recognised and agreed to by all parties.*

**(g) Main Roads WA**

- Close and open roads within its jurisdiction when requested by the responsible HMA;
- Assist in the recovery process through road and road infrastructure repair and reconstruction as required.

**(h) Department of Health**

- Coordinate the provision of acute medical response to the emergency.
- Coordinate the public health response to minimise ongoing environmental and public health risks
- Assist welfare agencies in crises counselling and critical stress management.

**(i) Department for Community Development**

- Staff the evacuation and welfare centres;
- Implement emergency relief arrangements as required;
- Provide personal services and other assistance for affected communities.

**(j) Western Power**

- Disconnect and restore electrical power as and when requested by the respective HMAs or designated recovery agency;
- Assist in providing emergency power as requested by the HMA or designated recovery agency.

**(k) Alinta Gas**

Disconnect and restore gas supplies as and when requested by the HMA or designated recovery agency.



**(l) Telstra**

- Advise the HMA of any major communications outages which could affect emergency response and recovery efforts;
- Restore affected communications services when required.

**(m) Media Outlets**

Broadcast warning messages, community alerts and progress reports as requested by the HMA.

**(n) Geoscience Australia (GA)**

Issue earthquake warnings and advice

**(o) Department of Environment (DoE)**

Issue flood forecasting and advice

**Agency/Organisation Internal Plans**

8.4 All agencies with responsibilities listed above are requested to develop and maintain organisational plans and procedures to support this strategy.

**APPENDIX**

**LOCATION MAP FOR WATER CORPORATION REFERABLE DAMS**

SENT SEPARATELY AS ANOTHER ATTACHMENT TO THIS DOCUMENT.



## SHIRE OF BRIDGETOWN-GREENBUSHES

### MONTHLY FINANCIAL REPORT

For the Period Ended 31 July 2017

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

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**Note:** As at 31 July 2017 Council had not adopted its 2017/2018 Budget. The budget figures contained within this financial report represent the 2017/2018 Budget as adopted by Council on 17 August 2017.

Detailed account schedules will be provided with financial reports to be presented at the following Council meetings:

October 2017

February 2018 (Budget Review)

April 2018

July 2018

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting by Program)**  
**For the Period Ended 31 July 2017**

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Note	\$	\$	\$	\$	%
<b>Operating Revenues</b>					
Governance	2,992	34	9	(25)	(73.26%)
General Purpose Funding - Rates	4,474,197	875	806	(69)	(7.83%)
General Purpose Funding - Other	1,015,518	10,260	9,671	(589)	(5.74%)
Law, Order and Public Safety	713,219	1,429	1,345	(84)	(5.86%)
Health	20,500	41	192	151	368.78%
Education and Welfare	18,509	0	0	0	
Housing	10,665	650	850	200	30.77%
Community Amenities	1,103,590	10,587	17,527	6,940	65.55%
Recreation and Culture	824,143	71,901	70,757	(1,144)	(1.59%)
Transport	1,310,272	91,187	91,359	172	0.19%
Economic Services	126,923	22,643	23,400	757	3.34%
Other Property and Services	189,417	12,645	9,562	(3,083)	(24.38%)
Total Operating Revenue	9,809,945	222,252	225,478	3,226	
<b>Operating Expenses</b>					
Governance	(962,084)	(65,288)	(70,124)	(4,836)	(7.41%)
General Purpose Funding	(117,195)	(7,612)	(8,170)	(558)	(7.32%)
Law, Order and Public Safety	(788,961)	(72,960)	(70,427)	2,533	3.47%
Health	(83,010)	(4,886)	(2,985)	1,901	38.90%
Education and Welfare	(210,846)	(6,969)	(5,397)	1,572	22.56%
Housing	(40,524)	(1,500)	(953)	547	36.46%
Community Amenities	(1,668,925)	(116,912)	(81,047)	35,865	30.68%
Recreation and Culture	(3,155,336)	(146,172)	(136,819)	9,353	6.40%
Transport	(3,912,751)	(114,288)	(127,861)	(13,573)	(11.88%)
Economic Services	(573,786)	(31,657)	(33,706)	(2,049)	(6.47%)
Other Property and Services	(172,070)	(87,289)	(100,501)	(13,212)	(15.14%)
Total Operating Expenditure	(11,685,488)	(655,533)	(637,989)	17,544	
<b>Funding Balance Adjustments</b>					
Add back Depreciation	3,536,445	158	0	(158)	
Adjust (Profit)/Loss on Asset Disposal	8 50,709	(333)	0	333	
Adjust Provisions and Accruals	0	0	378	378	
<b>Net Cash from Operations</b>	<b>1,711,611</b>	<b>(433,456)</b>	<b>(412,134)</b>	<b>21,322</b>	
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	8 330,000	0	0	0	
Total Capital Revenues	330,000	0	0	0	
<b>Capital Expenses</b>					
Land and Buildings	(795,637)	(18,376)	(18,265)	111	
Infrastructure - Roads	(938,738)	(34,626)	(35,044)	(418)	(1.21%)
Infrastructure - Footpaths	(84,010)	(404)	0	404	100.00%
Infrastructure - Drainage	(195,367)	0	(160)	(160)	
Infrastructure - Parks and Ovals	(182,504)	0	0	0	
Infrastructure - Bridges	(426,000)	0	0	0	
Infrastructure - Other	(184,722)	(395)	(881)	(486)	(122.95%)
Plant and Equipment	(1,432,025)	0	0	0	
Furniture and Equipment	(43,990)	0	0	0	
Total Capital Expenditure	9 (4,282,993)	(53,801)	(54,350)	(549)	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting by Program)**  
**For the Period Ended 31 July 2017**

	<b>Note</b>	<b>Amended Annual Budget</b>	<b>Amended YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>	<b>Var. % (b)-(a)/(a)</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>
<b>Net Cash from Capital Activities</b>		<b>(3,952,993)</b>	<b>(53,801)</b>	<b>(54,350)</b>	<b>(549)</b>	
<b>Financing</b>						
Proceeds from New Debentures	10	120,000	0	0	0	
Self-Supporting Loan Principal	10	10,685	0	0	0	
Transfer from Reserves	7	1,035,359	0	0	0	
Repayment of Debentures	10	(248,492)	0	0	0	
Transfer to Reserves	7	(422,167)	(5,852)	(5,852)	0	0.00%
<b>Net Cash from Financing Activities</b>		<b>495,385</b>	<b>(5,852)</b>	<b>(5,852)</b>	<b>0</b>	
<b>Net Operations, Capital and Financing</b>		<b>(1,745,997)</b>	<b>(493,109)</b>	<b>(472,336)</b>	<b>20,774</b>	
<b>Opening Funding Surplus(Deficit)</b>	2	<b>1,745,997</b>	<b>1,745,997</b>	<b>1,761,663</b>	<b>15,666</b>	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>1,252,888</b>	<b>1,289,328</b>	<b>36,440</b>	

In accordance with Council's variance policy explanation of material variances are reported at sub program level.

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

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 July 2017**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
<b>Operating Revenues</b>						
Rates	11	4,370,822	0	0	0	
Operating Grants, Subsidies and Contributions		1,625,103	134,423	134,075	(348)	(0.26%)
Grants, Subsidies and Contributions for the Development of Assets		1,833,005	13,445	13,227	(218)	(1.62%)
Fees and Charges		1,631,538	49,768	58,071	8,303	16.68%
Interest Earnings		177,363	11,135	10,477	(658)	(5.91%)
Other Revenue		156,345	13,148	9,628	(3,520)	(26.78%)
Profit on Disposal of Assets	8	15,769	333	0	(333)	(100.00%)
<b>Total Operating Revenue</b>		<b>9,809,945</b>	<b>222,252</b>	<b>225,478</b>	<b>3,226</b>	
<b>Operating Expenses</b>						
Employee Costs		(4,503,196)	(234,453)	(271,267)	(36,814)	(15.70%)
Materials and Contracts		(2,682,472)	(225,251)	(174,160)	51,091	22.68%
Utility Charges		(258,911)	(5,180)	(398)	4,782	92.32%
Depreciation on Non-Current Assets		(3,536,445)	(158)	0	158	100.00%
Interest Expenses		(84,384)	0	0	0	
Insurance Expenses		(242,333)	(161,976)	(161,459)	517	0.32%
Other Expenditure		(311,269)	(28,515)	(30,705)	(2,190)	(7.68%)
Loss on Disposal of Assets	8	(66,478)	0	0	0	
<b>Total Operating Expenditure</b>		<b>(11,685,488)</b>	<b>(655,533)</b>	<b>(637,989)</b>	<b>17,544</b>	
<b>Funding Balance Adjustments</b>						
Add back Depreciation		3,536,445	158	0	(158)	
Adjust (Profit)/Loss on Asset Disposal	8	50,709	(333)	0	333	
Adjust Provisions and Accruals		0	0	378	378	
<b>Net Cash from Operations</b>		<b>1,711,611</b>	<b>(433,456)</b>	<b>(412,134)</b>	<b>21,322</b>	
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	8	330,000	0	0	0	
<b>Total Capital Revenues</b>		<b>330,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Capital Expenses</b>						
Land and Buildings		(795,637)	(18,376)	(18,265)	111	0.60%
Infrastructure - Roads		(938,738)	(34,626)	(35,044)	(418)	(1.21%)
Infrastructure - Footpaths		(84,010)	(404)	0	404	100.00%
Infrastructure - Drainage		(195,367)	0	(160)	(160)	
Infrastructure - Parks and Ovals		(182,504)	0	0	0	
Infrastructure - Bridges		(426,000)	0	0	0	
Infrastructure - Other		(184,722)	(395)	(881)	(486)	
Plant and Equipment		(1,432,025)	0	0	0	
Furniture and Equipment		(43,990)	0	0	0	
<b>Total Capital Expenditure</b>	9	<b>(4,282,993)</b>	<b>(53,801)</b>	<b>(54,350)</b>	<b>(549)</b>	
<b>Net Cash from Capital Activities</b>		<b>(3,952,993)</b>	<b>(53,801)</b>	<b>(54,350)</b>	<b>(549)</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 31 July 2017**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
<b>Financing</b>						
Proceeds from New Debentures	10	120,000	0	0	0	
Self-Supporting Loan Principal	10	10,685	0	0	0	
Transfer from Reserves	7	1,035,359	0	0	0	
Repayment of Debentures	10	(248,492)	0	0	0	
Transfer to Reserves	7	(422,167)	(5,852)	(5,852)	0	0.00%
<b>Net Cash from Financing Activities</b>		<b>495,385</b>	<b>(5,852)</b>	<b>(5,852)</b>	<b>0</b>	
<b>Net Operations, Capital and Financing</b>		<b>(1,745,997)</b>	<b>(493,109)</b>	<b>(472,336)</b>	<b>20,774</b>	
<b>Opening Funding Surplus(Deficit)</b>	2	<b>1,745,997</b>	<b>1,745,997</b>	<b>1,761,663</b>	<b>15,666</b>	
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>1,252,888</b>	<b>1,289,328</b>	<b>36,440</b>	

In accordance with Council's variance policy explanation of material variances are reported at sub program level.

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

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting by Sub Program)**  
**For the Period Ended 31 July 2017**

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
<b>Operating Revenues</b>						
Governance						
Members of Council	450	0	0	0		
Other Governance	2,542	34	9	(25)	(73.26%)	
General Purpose Funding - Rates						
Rates	4,474,197	875	806	(69)	(7.83%)	
Other General Purpose Funding	1,015,518	10,260	9,671	(589)	(5.74%)	
Law, Order and Public Safety						
Fire Prevention	659,381	0	0	0		
Animal Control	30,600	441	1,319	878	199.00%	
Other Law, Order and Public Safety	23,238	988	27	(961)	(97.30%)	
Health						
Prev Services - Inspection and Admin	20,500	41	192	151	368.78%	
Education and Welfare						
Other Education	509	0	0	0		
Aged and Disabled - Other	5,000	0	0	0		
Other Welfare	13,000	0	0	0		
Housing						
Staff Housing	10,665	650	850	200	30.77%	
Community Amenities						
Sanitation - General Refuse	925,112	2,390	2,385	(5)	(0.23%)	
Sanitation - Other	50	0	0	0		
Sewerage	17,877	3,937	3,164	(773)	(19.64%)	
Town Planning and Regional Develop	24,385	1,803	10,491	8,688	481.84%	▲
Other Community Amenities	136,166	2,457	1,488	(969)	(39.45%)	
Recreation and Culture						
Public Halls and Civic Centres	19,509	619	526	(93)	(15.02%)	
Other Recreation and Sport	786,625	69,257	68,532	(725)	(1.05%)	
Libraries	12,008	1,988	1,698	(290)	(14.58%)	
Heritage	4,501	37	0	(37)	(100.00%)	
Other Culture	1,500	0	0	0		
Transport						
Streets and Road Construction	1,200,098	0	0	0		
Streets and Road Maintenance	109,964	91,187	91,359	172	0.19%	
Parking Facilities	110	0	0	0		
Traffic Control	100	0	0	0		
Economic Services						
Tourism and Area Promotion	78,423	19,394	18,568	(826)	(4.26%)	
Building Control	39,000	3,249	4,456	1,207	37.16%	▲
Economic Development	500	0	0	0		
Other Economic Services	9,000	0	375	375		
Other Property and Services						
Private Works	74,400	0	0	0		
Plant Operation Costs	27,000	2,250	0	(2,250)	(100.00%)	▼
Salaries and Wages	5,000	0	0	0		
Corporate Services Department	4,000	0	0	0		



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting by Sub Program)**  
**For the Period Ended 31 July 2017**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Operating Revenues (Continued)</b>							
Admin and Finance Activity Units		48,276	0	12	12		
Community Services Department		1,938	161	149	(12)	(7.39%)	
Unclassified		28,803	10,234	9,401	(833)	(8.14%)	
Total Operating Revenue		9,809,945	222,252	225,478	3,226		
<b>Operating Expenses</b>							
Governance							
Members of Council		(341,590)	(35,108)	(32,762)	2,346	6.68%	▲
Other Governance		(620,494)	(30,180)	(37,361)	(7,181)	(23.79%)	▼
General Purpose Funding							
Rates		(116,140)	(7,590)	(8,170)	(580)	(7.64%)	
Other General Purpose Funding		(1,055)	(22)	0	22	100.00%	
Law, Order and Public Safety							
Fire Prevention		(650,970)	(65,020)	(62,108)	2,912	4.48%	
Animal Control		(73,487)	(4,143)	(4,796)	(653)	(15.75%)	
Other Law, Order and Public Safety		(64,504)	(3,797)	(3,524)	273	7.19%	
Health							
Maternal and Infant Health		(6,000)	0	0	0		
Prev Services - Inspection and Admin		(70,193)	(3,369)	(1,953)	1,416	42.02%	▲
Preventative Services - Pest Control		(613)	(20)	0	20	100.00%	
Preventative Services - Other		(6,204)	(1,497)	(1,032)	465	31.07%	
Education and Welfare							
Other Education		(21,996)	(1,014)	(768)	246	24.23%	
Care of Families and Children		(84,920)	(3,345)	(2,860)	485	14.49%	
Aged and Disabled - Other		(63,808)	(2,023)	(1,210)	813	40.17%	
Other Welfare		(40,122)	(587)	(558)	29	4.97%	
Housing							
Staff Housing		(40,524)	(1,500)	(953)	547	36.46%	
Community Amenities							
Sanitation - General Refuse		(793,546)	(51,330)	(43,777)	7,553	14.71%	▲
Sanitation - Other		(38,068)	(1,961)	(2,214)	(253)	(12.92%)	
Sewerage		(47,103)	(1,827)	(1,613)	214	11.74%	
Urban Stormwater Drainage		(277,833)	(36,964)	(12,043)	24,921	67.42%	▲
Protection of Environment		(73,426)	(2,539)	(2,583)	(44)	(1.74%)	
Town Planning and Regional Develop		(221,060)	(9,951)	(8,296)	1,655	16.63%	▲
Other Community Amenities		(217,889)	(12,340)	(10,520)	1,820	14.75%	▲
Recreation and Culture							
Public Halls and Civic Centres		(131,882)	(8,792)	(6,210)	2,582	29.36%	▲
Swimming Areas and Beaches		(17,369)	(1,065)	(226)	839	78.75%	
Other Recreation and Sport		(2,470,014)	(92,215)	(88,294)	3,921	4.25%	
Television and Radio Re-Broadcasting		(4,369)	(70)	(234)	(164)	(234.67%)	
Libraries		(423,784)	(33,643)	(32,985)	658	1.96%	
Heritage		(66,320)	(7,112)	(5,033)	2,079	29.23%	▲
Other Culture		(41,598)	(3,275)	(3,836)	(561)	(17.13%)	
Transport							
Streets and Road Maintenance		(3,876,767)	(113,474)	(127,055)	(13,581)	(11.97%)	▼
Parking Facilities		(31,910)	(814)	(806)	8	1.02%	
Traffic Control		(3,074)	0	0	0		

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting by Sub Program)**  
**For the Period Ended 31 July 2017**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Operating Expenses (Continued)</b>							
Aerodromes		(1,000)	0	0	0		
Economic Services							
Tourism and Area Promotion		(344,287)	(21,308)	<b>(23,497)</b>	(2,189)	(10.27%)	▼
Building Control		(180,149)	(10,041)	<b>(9,628)</b>	413	4.11%	
Economic Development		(39,074)	(308)	0	308	100.00%	
Other Economic Services		(10,276)	0	<b>(582)</b>	(582)		
Other Property and Services							
Private Works		(66,956)	(4,250)	<b>(4,261)</b>	(11)	(0.25%)	
Works and Services Management		0	(10,717)	<b>(7,667)</b>	3,050	28.46%	▲
Waste Activity Unit		0	(2,321)	<b>(9,157)</b>	(6,836)	(294.54%)	▼
Works Activity Unit		0	(3,326)	<b>(16,122)</b>	(12,796)	384.73%	▼
Fleet Activity Unit		0	(99)	<b>(300)</b>	(201)	(203.18%)	
Plant Operation Costs		0	(40,077)	<b>(17,445)</b>	22,632	56.47%	▲
Salaries and Wages		(5,000)	18,076	<b>18,076</b>	(0)	0.00%	
Corporate Services Department		(4,000)	(9,316)	<b>(10,030)</b>	(714)	(7.66%)	
Chief Executive Office Department		0	(5,046)	<b>(10,849)</b>	(5,803)	(115.00%)	▼
Admin and Finance Activity Units		(48,276)	(2,987)	<b>(2,987)</b>	(0)	(0.01%)	
Planning and Environment Department		0	(20,086)	<b>(31,122)</b>	(11,036)	(54.94%)	▼
Community Services Department		(1,938)	(5,758)	<b>(3,880)</b>	1,878	32.61%	▲
Unclassified		(45,900)	(1,382)	<b>(4,757)</b>	(3,375)	(244.22%)	▼
Total Operating Expenditure		<b>(11,685,488)</b>	<b>(655,533)</b>	<b>(637,989)</b>	17,544		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		3,536,445	158	0	(158)		
Adjust (Profit)/Loss on Asset Disposal	8	50,709	(333)	0	333		
Adjust Provisions and Accruals		0	0	378	378		
<b>Net Cash from Operations</b>		<b>1,711,611</b>	<b>(433,456)</b>	<b>(412,134)</b>	<b>21,322</b>		
<b>Capital Revenues</b>							
Proceeds from Disposal of Assets	8						
Governance							
Other Governance		22,000	0	0	0		
Law, Order & Public Safety							
Fire Prevention		104,500	0	0	0		
Other Law, Order & Public Safety		19,000	0	0	0		
Community Amenities							
Sanitation - General Refuse		2,000	0	0	0		
Town Planning		21,000	0	0	0		
Other Community Amenities		15,000	0	0	0		
Recreation & Culture							
Other Recreation & Sport		24,500					
Transport							
Road Plant Purchases		122,000	0	0	0		
Total Capital Revenues		<b>330,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Capital Expenses</b>							
Governance							
Members of Council		(5,000)	0	0	0		
Other Governance		(184,850)	0	0	0		

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting by Sub Program)**  
**For the Period Ended 31 July 2017**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Capital Expenses (Continued)</b>							
Law, Order and Public Safety							
Fire Prevention		(561,131)	0	0	0		
Other Law, Order and Public Safety		(37,500)	0	0	0		
Education and Welfare							
Other Education		(3,000)	0	0	0		
Aged and Disabled		(8,990)	0	0	0		
Housing							
Staff Housing		(23,750)	0	0	0		
Community Amenities							
Sanitation - General Refuse		(35,801)	0	0	0		
Sewerage		(100,000)	0	(881)	(881)		
Urban Stormwater Drainage		(195,367)	0	(160)	(160)		
Town Planning		(32,000)	0	0	0		
Other Community Amenities		(202,000)	0	0	0		
Recreation and Culture							
Public Halls and Civic Centres		(73,750)	0	0	0		
Swimming Areas and Beaches		(22,921)	(395)	0	395	100.00%	
Other Recreation and Sport		(595,830)	(18,376)	(18,236)	140	0.76%	
Libraries		(7,500)	0	0	0		
Heritage		(5,500)	0	0	0		
Transport							
Streets and Road Construction		(1,464,748)	(35,030)	(35,044)	(14)	(0.04%)	
Road Plant Purchases		(555,000)	0	0	0		
Economic Services							
Tourism and Area Promotion		(27,000)	0	0	0		
Other Property and Services							
Unclassified		(141,355)	0	(29)	(29)		
Total Capital Expenditure	9	(4,282,993)	(53,801)	(54,350)	(549)		
<b>Net Cash from Capital Activities</b>		<b>(3,952,993)</b>	<b>(53,801)</b>	<b>(54,350)</b>	<b>(549)</b>		
<b>Financing</b>							
Proceeds from New Debentures	10	120,000	0	0	0		
Self-Supporting Loan Principal	10	10,685	0	0	0		
Transfer from Reserves	7	1,035,359	0	0	0		
Repayment of Debentures	10	(248,492)	0	0	0		
Transfer to Reserves	7	(422,167)	(5,852)	(5,852)	0	0.00%	
<b>Net Cash from Financing Activities</b>		<b>495,385</b>	<b>(5,852)</b>	<b>(5,852)</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>		<b>(1,745,997)</b>	<b>(493,109)</b>	<b>(472,336)</b>	<b>20,774</b>		
<b>Opening Funding Surplus(Deficit)</b>	2	<b>1,745,997</b>	<b>1,745,997</b>	<b>1,761,663</b>	<b>15,666</b>		
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>1,252,888</b>	<b>1,289,328</b>	<b>36,440</b>		

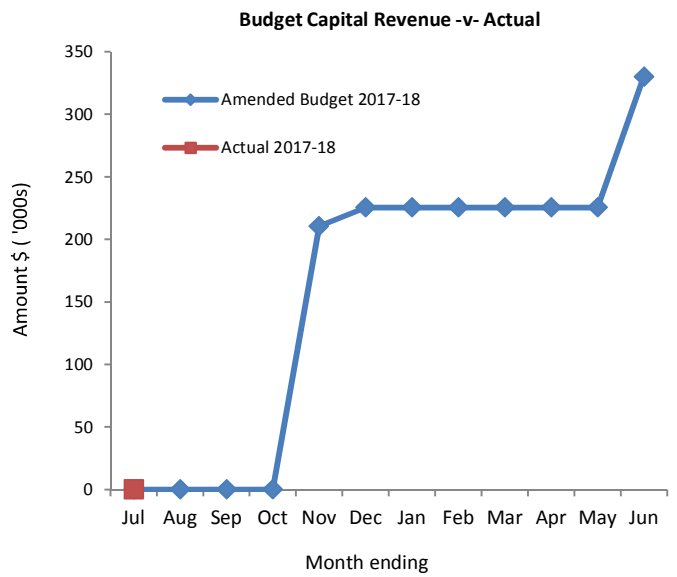
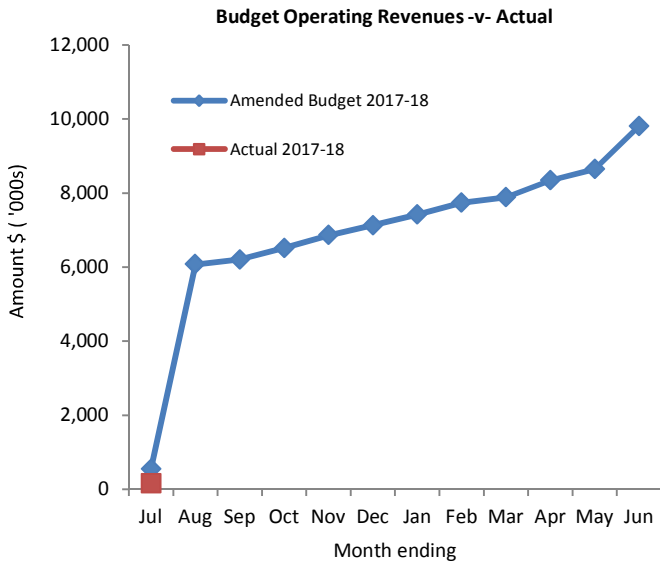
▼ Deficit ▲ Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted

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

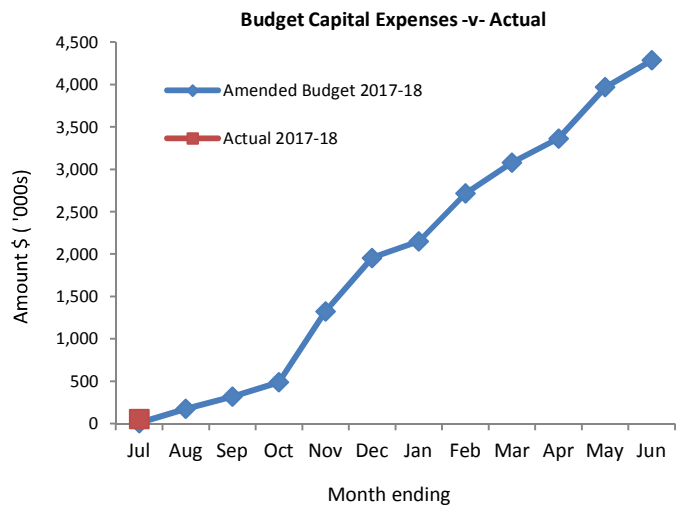
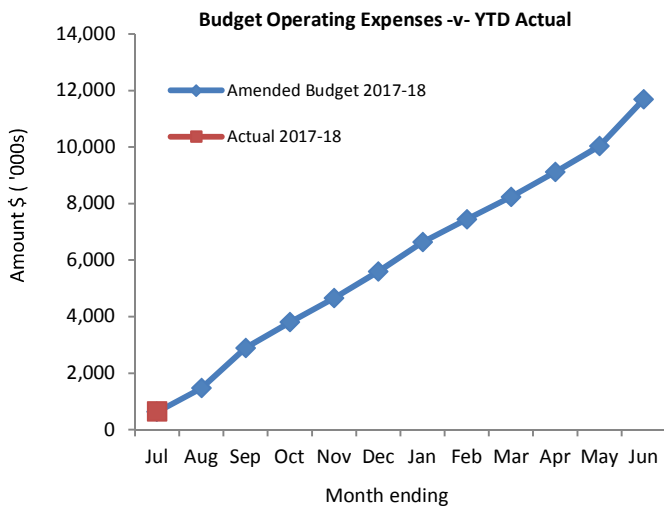
**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity**

**Revenues**



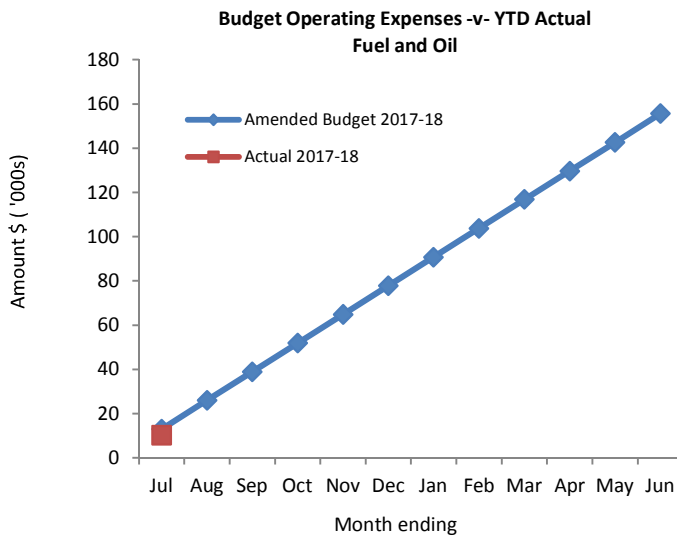
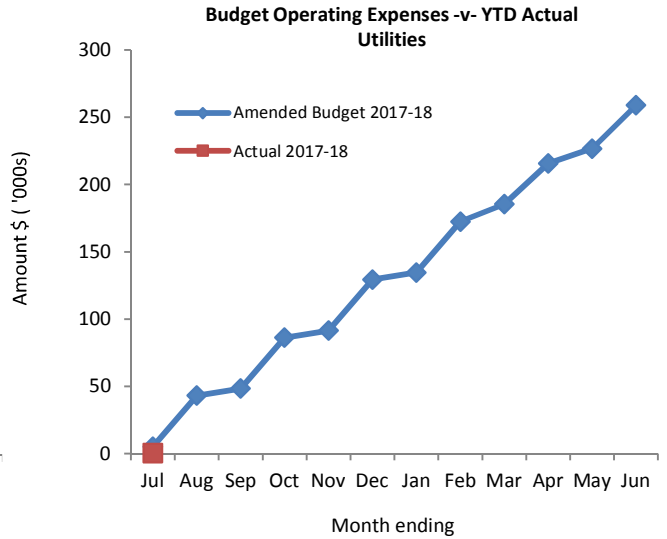
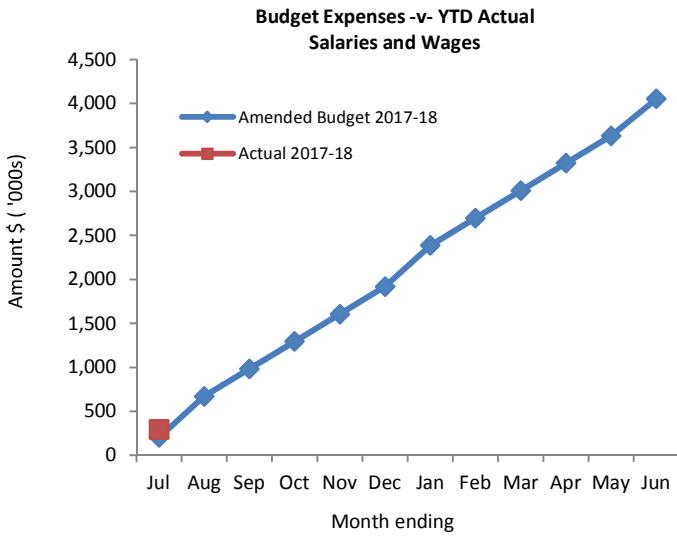
**Expenditure**



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity**

**Expenditure**

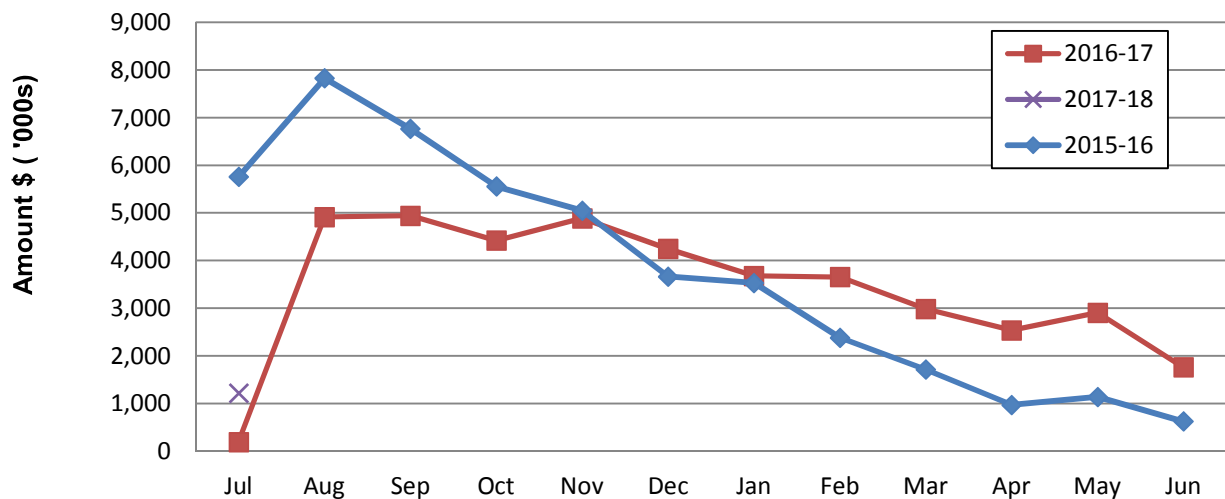


**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 2: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Jul 2017	Last Period	Estimated 30 June 2017
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	5	2,439,253	3,171,887	3,171,887
Cash Restricted	5	3,358,029	3,352,177	3,352,177
Receivables - Rates	6	77,695	102,642	102,642
Receivables - Sundry Debtors	6	153,604	135,972	135,972
Receivables - Other		135,952	98,082	98,082
Inventories		16,742	18,957	18,957
		<b>6,181,277</b>	<b>6,879,717</b>	<b>6,879,717</b>
<b>Less: Current Liabilities</b>				
Payables		(1,057,043)	(1,288,623)	(1,288,623)
Provisions		(887,046)	(887,046)	(887,046)
		<b>(1,944,089)</b>	<b>(2,175,669)</b>	<b>(2,175,669)</b>
Less: Cash Reserves	7	(3,358,029)	(3,352,177)	(3,352,177)
Less: Loans - Clubs/Institutions		(10,685)	(10,685)	(10,685)
Add: Current Leave Provision Cash Backed		172,363	171,985	171,985
Add: Current Loan Liability		248,492	248,492	248,492
<b>Net Current Funding Position</b>		<b>1,289,328</b>	<b>1,761,663</b>	<b>1,761,663</b>

**Note 3 - Liquidity Over the Year**



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
<b>Operating Revenues</b>					
Community Amenities					
Town Planning and Regional Develop	8,688	481.84%	▲	Permanent	Income received for a large one off planning application.
Economic Services					
Building Control	1,207	37.16%	▲	Timing	Income received for building licence approvals greater than estimated at this time.
Other Property and Services					
Plant Operation Costs	(2,250)	(100.00%)	▼	Timing	Fuel rebate for July not yet claim.
<b>Operating Expenses</b>					
Governance					
Members of Council	2,346	6.68%	▲	Allocations	Various administration allocations less at this time.
Other Governance	(7,181)	(23.79%)	▼	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Health					
Prev Services - Inspection and Admin	1,416	42.02%	▲	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Community Amenities					
Sanitation - General Refuse	7,553	14.71%	▲	Timing	Invoice for bulk goods kerbside collection not yet received.
Urban Stormwater Drainage	24,921	67.42%	▲	Timing	Drainage maintenance works undertaken less than estimates at this time.
Town Planning and Regional Develop	1,655	16.63%	▲	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Other Community Amenities	1,820	14.75%	▲	Timing	Public toilets building maintenance less than anticipated at this time \$1,200. Balance relates to other minor building maintenance jobs.
Recreation and Culture					
Public Halls and Civic Centres	2,582	29.36%	▲	Timing	Costs are less than estimated in building maintenance and operations of halls and civic centres at this time.
Heritage	2,079	29.23%	▲	Timing	Costs are less than estimated in heritage building maintenance and operations at this time.
Transport					
Streets and Road Maintenance	(13,581)	(11.97%)	▼	Allocations	Allocation of wages, overheads and plant costs to road and verge maintenance works greater at this time of year.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM**

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Economic Services					
Tourism and Area Promotion	(2,189)	(10.27%)	▼	Timing	Variance due to timing of leave being taken.
Other Property and Services					
Works and Services Management	3,050	28.46%	▲	Timing	Over recovery of overheads at this time to be monitored.
Waste Activity Unit	(6,836)	(294.54%)	▼	Permanent	Staff member on long term sick leave.
Works Activity Unit	(12,796)	384.73%	▼	Timing	Variance due to timing of leave being taken.
Plant Operation Costs	22,632	56.47%	▲	Timing	Variance due to plant maintenance and repairs less than estimated at this time.
Chief Executive Office Department	(5,803)	(115.00%)	▼	Timing	Variance due to timing of leave being taken.
Planning and Environment Department	(11,036)	(54.94%)	▼	Timing	Variance due to timing of leave being taken.
Community Services Department	1,878	32.61%	▲	Timing	Variance due to timing of leave being taken.
Unclassified	(3,375)	(244.22%)	▼	Timing	Variance in property insurance, adjustment to be received from insurer as a result of fair value assessments.

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



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 4: BUDGET AMENDMENTS**

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption Permanent Changes		Opening Surplus				0 0
				0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 5: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
<b>(a) Cash Deposits</b>								
Municipal Bank Account	Various	105,877				105,877	CBA	At Call
Municipal On-Call Account	1.50%	612,239				612,239	Bankwest	At Call
Trust Bank Account	Various			185,054		185,054	CBA	At Call
Visitor Centre Trust Account	Nil			64,401		64,401	CBA	At Call
Cash On Hand	Nil	2,070				2,070	N/A	On Hand
<b>(b) Term Deposits</b>								
Municipal Funds	2.20%	352,772				352,772	NAB	18-Aug-17
Municipal Funds	2.50%	359,220				359,220	Bankwest	22-Aug-17
Municipal Funds	2.40%	501,892				501,892	Bankwest	18-Sep-17
Municipal Funds	2.40%	505,183				505,183	Bankwest	17-Oct-17
Reserve Funds	2.20%		3,358,029			3,358,029	Bankwest	30-Aug-17
<b>Total</b>		<b>2,439,253</b>	<b>3,358,029</b>	<b>249,455</b>	<b>0</b>	<b>6,046,737</b>		

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 6: RECEIVABLES**

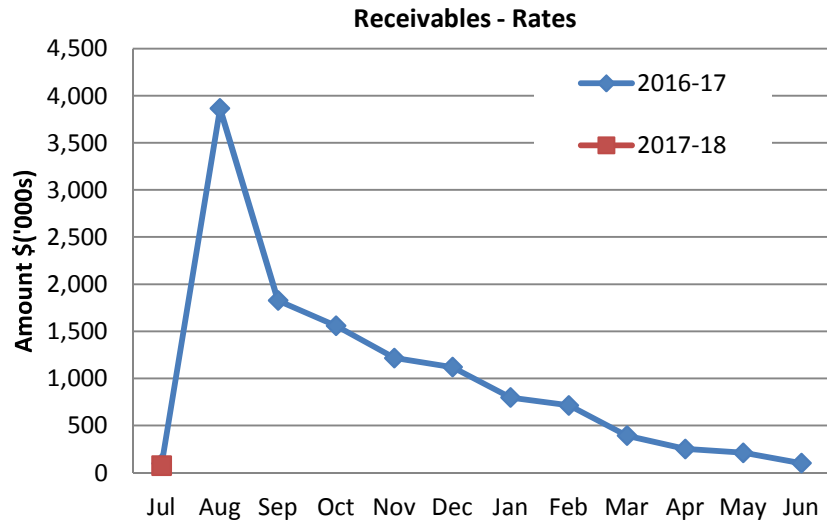
**Receivables - Rates**

Opening Arrears Previous Years  
 Levied this year  
 Less Collections to date  
 Equals Current Outstanding

	YTD 31 Jul 2017	30 June 2017
	\$	\$
Opening Arrears Previous Years	102,642	109,900
Levied this year	0	4,150,724
Less Collections to date	(24,947)	(4,157,982)
<b>Equals Current Outstanding</b>	<b>77,695.39</b>	<b>102,642</b>
<b>Net Rates Collectable</b>	<b>77,695</b>	<b>102,642</b>
% Collected	24.30%	97.59%

**Net Rates Collectable**

% Collected



**Receivables - Sundry Debtors**

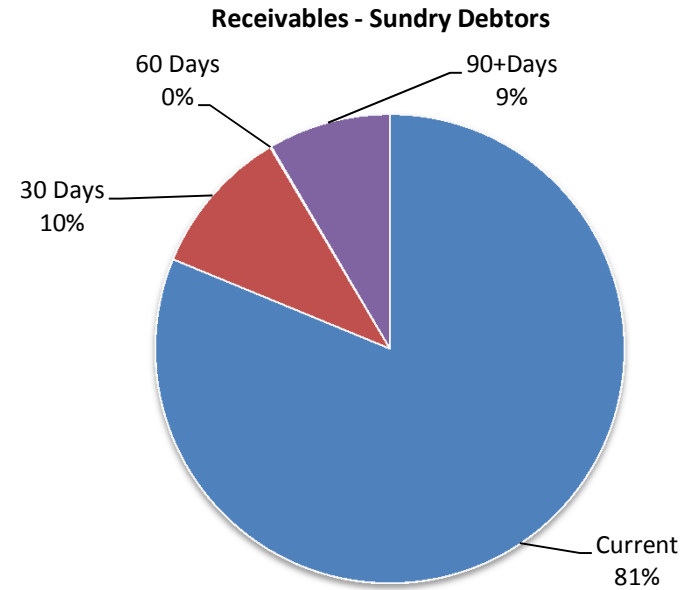
Receivables - Sundry Debtors

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	130,340	16,442	128	13,566

**Total Sundry Debtor Receivables Outstanding**

**160,475**

Amounts shown above include GST (where applicable)



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 7: CASH BACKED RESERVE**

2017-18										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$	\$	\$	\$	\$
101	Leave Reserve	171,985	4,158	378					176,143	172,363
102	Plant Reserve	210,635	5,093	463	241,000		(357,000)		99,728	211,098
103	Land and Building Reserve	688,894	16,657	1,514			(108,688)		596,863	690,407
104	Bush Fire Reserve	473	11	1					484	474
105	Maranup Ford Road Maintenance Reserve	98,586	2,384	217					100,970	98,803
106	Subdivision Reserve	339,210	8,202	745	10,000				357,412	339,955
107	Sanitation Reserve	58,761	1,421	129			(15,801)		44,381	58,891
109	Recreation Centre Floor Reserve	170,235	4,116	374					174,351	170,609
111	Mobile Garbage Bins Reserve	72,073	1,743	158					73,816	72,231
112	Refuse Site Post Closure Reserve	197,219	4,769	433	5,000				206,988	197,653
113	Drainage Reserve	3,629	88	8					3,717	3,637
114	Community Bus Reserve	87,161	2,107	192	15,000		(53,334)		50,934	87,353
115	SBS Tower Replacement Reserve	29,828	721	66					30,549	29,894
118	Playground Equipment Reserve	20,431	494	45	2,600				23,525	20,476
119	Swimming Pool Reserve	4,182	101	9					4,283	4,191
121	Car Park Reserve	895	22	2					917	897
123	ROMANS Reserve	4,458	108	10					4,566	4,468
125	Building Maintenance Reserve	160,557	3,882	353			(16,376)		148,063	160,910
126	Strategic Projects Reserve	45,073	1,090	99	20,000				66,163	45,172
127	Matched Grants Reserve	19,871	480	44	10,000				30,351	19,915
128	Aged Care Infrastructure Reserve	52,900	1,279	116					54,179	53,016
129	Equipment Reserve	6,508	157	14	2,500		(3,300)		5,865	6,523
130	Assets and GRV Valuation Reserve	66,168	1,600	145	32,167		(25,000)		74,935	66,314
131	Bridgetown Leisure Centre Reserve	133,635	3,231	294			(78,561)		58,305	133,928
132	Trails Reserve	20,099	486	44					20,585	20,143
133	Light Fleet Vehicle Reserve	0			19,500					0
201	Unspent Grans Reserve	688,709	0				(377,299)		311,410	688,709
		<b>3,352,177</b>	<b>64,400</b>	<b>5,852</b>	<b>357,767</b>	<b>0</b>	<b>(1,035,359)</b>	<b>0</b>	<b>2,719,485</b>	<b>3,358,029</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 8: CAPITAL DISPOSALS**

YTD Actual Replacement			Disposals	Amended Current Budget			
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	Profit (Loss) Variance
\$	\$	\$		\$	\$	\$	\$
			<b>Plant and Equipment</b>				
			P3055 2014 Subaru Liberty (EMCOR)	11,818	14,000	2,182	(2,182)
			P3060 2013 Holden Cruze (Pool Vehicle)	8,707	8,000	(707)	707
			P2051 2014 Holden Colorado (Ranger)	15,000	19,000	4,000	(4,000)
			P4110 1997 Isuzu Fire tender (Maranup)	65,702	45,000	(20,702)	20,702
			P4165 2010 Isuzu D Max (Wandillup)	14,073	12,000	(2,073)	2,073
			P4135 1998 Hino Fire Tender (Hester Brook)	69,221	40,000	(29,221)	29,221
			P4200 2006 Ford Courier (Btwn Support)	2,000	7,500	5,500	(5,500)
			P2225 2002 Ford Courier (Landfill Site)	2,000	2,000	0	0
			P3010 2014 Holden Colorado (MP)	18,265	21,000	2,735	(2,735)
			P4045 2003 Mitsubishi Rosa Bus (CS)	18,275	15,000	(3,275)	3,275
			P2045 2012 Ford Ranger (P&G)	15,500	15,500	0	0
			P2270 2012 Ford Ranger (P&G Crew)	9,000	9,000	0	0
			P2220 2012 Ford Ranger (Plant Mech)	8,648	9,000	352	(352)
			P2165 2009 Ford Ranger (BMO)	11,000	11,000	0	0
			P2086 2007 Volvo Front End Loader	60,000	60,000	0	0
			P2037 2009 Mitsubishi Tip Truck	40,500	30,000	(10,500)	10,500
			P2092 2007 John Deere Tractor	11,000	12,000	1,000	(1,000)
<b>0</b>	<b>0</b>	<b>0</b>		<b>380,709</b>	<b>330,000</b>	<b>(50,709)</b>	<b>50,709</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Land and Buildings</b>						
<b>Other Governance</b>						
Records Storage Facility	07BN	65,000	0	0	0	
Emergency Power Systems	08BN	35,000	0	0	0	
Shire Administration Building	07BU	26,850	0	0	0	
		<b>126,850</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Fire Prevention</b>						
Bridgetown Bushfire Brigade Garage	05BN	32,731	0	0	0	
		<b>32,731</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Education</b>						
Bridgetown Resource Centre	13BU	3,000	0	0	0	
		<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Staff Housing</b>						
146 Hampton Street	26BU	9,500	0	0	0	
144 Hampton Street	38BU	11,250	0	0	0	
31 Gifford Road	28BU	3,000	0	0	0	
		<b>23,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Community Amenities</b>						
Blackwood River Park Toilets	44BU	3,200	0	0	0	
Hampton Street Toilets	46BU	4,250	0	0	0	
Thomson Park Toilets	25BU	1,500	0	0	0	
Settlers Rest Gazebo	12BU	3,050	0	0	0	
Bridgetown Cemetery Toilets	02BN	30,000	0	0	0	
		<b>42,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Public Halls and Civic Centres</b>						
Bridgetown Civic Centre	02BU	10,750	0	0	0	
Greenbushes Hall	20BU	57,000	0	0	0	
Sunnyside Shelter	55BU	3,000	0	0	0	
Catterick Hall	51BU	3,000	0	0	0	
		<b>73,750</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Swimming Areas and Beaches</b>						
Greenbushes Pool Toilet	05BU	4,000	0	0	0	
		<b>4,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Recreation and Sport</b>						
Bridgetown Leisure Centre - Gym	06BN	190,000	0	0	0	
Bridgetown Leisure Centre Renewals	16BU	91,825	0	0	0	
Bridgetown Sports Ground Change Rooms	17BU	18,376	18,376	18,236	(140)	
Greenbushes Cricket Pavilion	54BU	1,500	0	0	0	
Greenbushes Golf Club	39BU	14,000	0	0	0	
Greenbushes Sportsground Toilets/Kiosk	45BU	3,500	0	0	0	
		<b>319,201</b>	<b>18,376</b>	<b>18,236</b>	<b>(140)</b>	
<b>Libraries</b>						
Bridgetown Library	1365540	7,500	0	0	0	
		<b>7,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Heritage</b>						
Bridgetown Old Goal	40BU	2,500	0	0	0	
Yornup School	47BU	3,000	0	0	0	
		<b>5,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Streets and Road Construction</b>						
Shire Depot	08BU	14,000	0	0	0	
		<b>14,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	YTD 31 Jul 2017				Comment
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Tourism and Area Promotion</b>						
Visitor Centre Building	1460340	2,000	0	0	0	
		<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Unclassified</b>						
Geegelup Brook Land	1790040	41,355	0	29	29	
Energy and Water Efficiency Fittings	1790140	10,000	0	0	0	
Asbestos Removal	1790240	90,000	0	0	0	
		<b>141,355</b>	<b>0</b>	<b>29</b>	<b>29</b>	
<b>Land and Buildings Total</b>		<b>795,637</b>	<b>18,376</b>	<b>18,265</b>	<b>(111)</b>	
<b>Roads</b>						
<b>Streets and Road Construction</b>						
Winnejup Road Regional Road Group 17/18	RR17	240,073	0	160	160	
Winnejup Road Regional Road Group 16/17	RR24	113,458	34,626	34,629	3	
Mockerdillup Road Regional Road Group	RR16	9,000	0	0	0	
Kerbing	KB01	8,500	0	0	0	
Padbury Road Roads to Recovery	RT36	5,000	0	0	0	
Hampton Street Roads to Recovery	RT74	38,908	0	0	0	
John Street Roads to Recovery	RT76	43,488	0	0	0	
Kendall Road Roads to Recovery	RT78	53,000	0	0	0	
Gommes Lane Roads to Recovery	RT79	29,873	0	0	0	
Hester Road Roads to Recovery	RT80	7,500	0	0	0	
Huitson Road Roads to recovery	RT81	39,608	0	0	0	
Kangaroo Gully Road	RC33	30,800	0	0	0	
Roadside Vegetation Removal	RC43	106,020	0	0	0	
Brockman Highway Blackspot	BK02	213,510	0	256	256	
		<b>938,738</b>	<b>34,626</b>	<b>35,044</b>	<b>418</b>	
<b>Roads Total</b>		<b>938,738</b>	<b>34,626</b>	<b>35,044</b>	<b>418</b>	



**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Footpaths</b>						
<b>Streets and Road Construction</b>						
Forrest Street	FP18	29,010	0	0	0	
Lockley Street	FP43	25,000	0	0	0	
Footpaths Disability Access	FP28	5,000	404	0	(404)	
Steere Street Nibs	FP34	25,000	0	0	0	
		<b>84,010</b>	<b>404</b>	<b>0</b>	<b>(404)</b>	
<b>Footpaths Total</b>		<b>84,010</b>	<b>404</b>	<b>0</b>	<b>(404)</b>	
<b>Drainage</b>						
<b>Urban Stormwater Drainage</b>						
Phillips Street	DR05	22,303	0	0	0	
Geegelup Brook	DR17	25,000	0	0	0	
Palmers Road	DR21	58,700	0	160	160	
Four Seasons Estate	DR24	11,364	0	0	0	
Lockley Street	DR25	22,000	0	0	0	
Barlee Street	DR26	16,000	0	0	0	
Forest View Court	DR27	15,000	0	0	0	
Dusting Drive	DR28	25,000	0	0	0	
		<b>195,367</b>	<b>0</b>	<b>160</b>	<b>160</b>	
<b>Drainage Total</b>		<b>195,367</b>	<b>0</b>	<b>160</b>	<b>160</b>	
<b>Parks and Ovals</b>						
<b>Other Recreation and Sport</b>						
Somme Park (Fitness Trail Equipment)	05IU	8,000	0	0	0	
Four Seasons Estate - POS Reserve	03IN	45,454	0	0	0	
Four Seasons Estate - Stream Protection	04IN	18,182	0	0	0	
Four Seasons Estate - Street Tree Planting	05IN	36,364	0	0	0	
Bridgetown Leisure centre	12IU	4,000	0	0	0	
Bridgetown Leisure Centre Shade Sails	06IN	2,727	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Other Recreation and Sport (Continued)</b>						
Thomson Park - Shade sails	07IN	27,777	0	0	0	
Park Irrigation/Reticulation	08IN	15,000	0	0	0	
		<b>157,504</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Tourism &amp; Area Promotion</b>						
Bridgetown Information Bays	11IN	25,000	0	0	0	
		<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Parks and Ovals Total</b>		<b>182,504</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Bridges</b>						
<b>Streets and Road Construction</b>						
Blackbutt Bridge 3707A	BR14	285,000	0	0	0	
Blackbutt Bridge 3706A	BR15	141,000	0	0	0	
		<b>426,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Bridges Total</b>		<b>426,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure Other</b>						
<b>Sanitation - General Refuse</b>						
Bridgetown Landfill - Reticulation	WA01	10,000	0	0	0	
Bridgetown Inert Waste	WA03	20,000	0	0	0	
Greenbushes Green Waste Enclosure	WA04	5,801	0	0	0	
New Bridgetown Septic Pit Site	WA05	100,000	0	881	881	
		<b>135,801</b>	<b>0</b>	<b>881</b>	<b>881</b>	
<b>Swimming Areas and Beaches</b>						
Swimming Pool Infrastructure	1335240	18,921	395	0	(395)	
		<b>18,921</b>	<b>395</b>	<b>0</b>	<b>(395)</b>	
<b>Other Recreation and Sport</b>						
Blackwood River Boardwalk	10IN	30,000	0	0	0	
		<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Infrastructure Other Total</b>		<b>184,722</b>	<b>395</b>	<b>881</b>	<b>486</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 Jul 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Plant and Equipment</b>						
<b>Other Governance</b>						
EMCOR Vehicle	1055440	36,000	0	0	0	
		<b>36,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Fire Prevention</b>						
Fire Fighting Equipment - Brigades Funded	1065540	2,000	0	0	0	
Vehicles for Brigade	1065940	519,900	0	0	0	
Fire Equipment - Shire Funded	1065740	4,000	0	0	0	
		<b>525,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Law, Order and Public Safety</b>						
Rangers Vehicle	1080240	34,000	0	0	0	
		<b>34,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Town Planning &amp; Regional Development</b>						
Manager of Planning Vehicle	1306540	32,000	0	0	0	
		<b>32,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Community Amenities</b>						
Community Bus	1310240	160,000	0	0	0	
		<b>160,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Recreation and Sport</b>						
Manual Pool Vacuum	05EN	2,200	0	0	0	
Finishing Mower	02EQ	12,925	0	0	0	
Portable Fencing	03EQ	5,000	0	0	0	
Inflatable Obstacle Course	04EQ	6,000	0	0	0	
Parks & Gardens Vehicles	34524	63,000	0	0	0	
		<b>89,125</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Road Plant Purchases</b>						
Tractor	PL03	56,000	0	0	0	
Tip truck	PL04	160,000	0	0	0	
Front End Loader	PL13	243,000	0	0	0	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 9: CAPITAL ACQUISITIONS**

Assets	General Ledger/Job No.	YTD 31 Jul 2017				Comment
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<b>Road Plant Purchases (Continued)</b>						
Works and Services Fleet	1405040	77,000	0	0	0	
Sundry Equipment	1403740	19,000	0	0	0	
		<b>555,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Plant and Equipment Total</b>		<b>1,432,025</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Furniture and Equipment</b>						
<b>Members of Council</b>						
Council Honour Boards	1040040	5,000	0	0	0	
		<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Governance</b>						
IT Communications Equipment and Software	1055140	10,000	0	0	0	
Other Governance - Furniture & Equipment	1055340	12,000	0	0	0	
		<b>22,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Law, Order &amp; Public Safety</b>						
DFES Furniture & Equipment	1065140	2,500	0	0	0	
		<b>2,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Other Law, Order and Public Safety</b>						
SES Furniture & Equipment	1080040	3,500	0	0	0	
		<b>3,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Aged and Disabled</b>						
Universal/Wheel Chair	1190140	8,990	0	0	0	
		<b>8,990</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Streets and Road Construction</b>						
Depot - Air Conditioner	1380340	2,000	0	0	0	
		<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Furniture and Equipment Total</b>		<b>43,990</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Capital Expenditure Total</b>		<b>4,282,993</b>	<b>53,801</b>	<b>54,350</b>	<b>549</b>	

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 10: INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1/07/2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$
<b>Community Amenities</b>								
Loan 107B Transfer Station	9,486			9,486		0		233
Loan 108 Landfill Plant	118,448			21,794		96,654		4,669
Loan 113 Landfill Site New Cell	404,482			97,708		306,774		8,669
Loan 114 Liquid & Inert Waste Sites	0			0		120,000		0
<b>Recreation and Culture</b>								
Loan 105 Memorial Park Improvements	54,304			26,317		27,987		2,989
Loan 106 Somme Creek Parkland	42,952			20,815		22,137		2,364
Loan 110 Bridgetown Bowling Club - SSL	45,215			10,685		34,530		1,588
Loan 112 Bridgetown Swimming Pool	1,593,786			61,687		1,532,099		63,772
	<b>2,268,673</b>	<b>0</b>	<b>0</b>	<b>248,492</b>	<b>0</b>	<b>2,140,181</b>	<b>0</b>	<b>84,284</b>

(b) New Debentures

Particulars	Amount to be Borrowed Budget	Institution	Loan Type	Term Years	Amount Borrowed Actual
	\$				\$
Economic Services					
Loan 114 Liquid Waste & Inert Waste	120,000	WATC	Debenture	5	0
	120,000				0

No new debentures were raised during the reporting period.

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 11: RATING INFORMATION**

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV Shire	0.087341	1,645	25,096,812				0	2,201,981			2,201,981
UV Shire Rural	0.006001	485	183,089,000				0	1,098,717			1,098,717
UV Bridgetown Urban Farmland	0.005101	3	2,200,000				0	11,222			11,222
UV Mining	0.078436	15	929,834				0	72,933			72,933
<b>Sub-Totals</b>		2,148	211,315,646	0	0	0	0	3,384,853	0	0	3,384,853
<b>Minimum Payment</b>	<b>Minimum \$</b>										
GRV Shire	867.00	829	4,138,195				0	718,743			718,743
UV Shire Rural	1,074.00	239	31,310,900				0	256,686			256,686
UV Bridgetown Urban Farmland	1,074.00	0	0				0	0			0
UV Mining	760.00	14	28,247				0	10,640			10,640
<b>Sub-Totals</b>		1,082	35,477,342	0	0	0	0	986,069	0	0	986,069
<b>Rates Paid in Advance</b>							0				4,370,922
<b>Amount from General Rates</b>							0				0
Less Rates Written Off							0				(100)
<b>Totals</b>							<b>0</b>				<b>4,370,822</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 July 2017**

**Note 12: TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1-Jul-17	Amount Received	Amount Paid	Closing Balance 31-Jul-17
	\$	\$	\$	\$
BCITF	3,665	1,445	(2,099)	3,011
Builders Registration Board Levy	6,231	2,822	(2,040)	7,013
Traffic Act	0	112,368	(112,368)	0
Relocated Housing Bonds	9,478			9,478
Subdivision Clearance Bonds	28,665			28,665
Cat Trap Bonds	53	50		103
Community Bus Bonds	850			850
Community Stall Bonds	250	50	(100)	200
Earthworks Bonds	52,365			52,365
Hall Hire Bonds	800	200	(100)	900
Standpipe Card Bonds	7,383			7,383
Council Built Asset Bonds	17,503			17,503
Bushfire Donations	5,359			5,359
Accommodation - Visitor Centre	60,510	18,413	(15,966)	62,957
South West Coach Lines	507	290	(507)	290
Other Visitor Centre	15	127	(15)	127
TransWA	1,184	1,026	(1,184)	1,026
Local Drug Action Group	757			757
Coral Marble - Extractive Industries Bond	4,463			4,463
Department of Agriculture - Bond	7,087			7,087
Bridgetown Tidy Town Bank A/C	823			823
Perry - Fee Relating to Caveat	102			102
Seagate Holdings - Turning Lane Bond	37,332			37,332
Ouch Festival	613			613
R Witlen Overpayment	21			21
Visitor Centre Accommodation Payment	230			230
Dress Down Donations	238	40		278
R Edwards Bond Gifford Rd	200			200
Interest to be Distributed	240	90	(12)	318
	<b>246,924</b>	<b>136,921</b>	<b>(134,391)</b>	<b>249,455</b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**

ATTACHMENT 5

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
<b><u>MUNICIPAL FUND</u></b>				
<b><u>DIRECT DEBITS</u></b>				
70717	07/07/2017	CALTEX STARCARD	FUEL FOR THE MONTH OF JUNE	3,252.30
240717	24/07/2017	WESTERN AUSTRALIAN TREASURY	LOAN GUARANTEE FEES	8,409.00
DD12563.1	10/07/2017	LES MILLS AUSTRALIA	MONTHLY LES MILLS LICENSING FEES FOR JULY	787.75
DD12563.2	14/07/2017	SHERIFFS OFFICE	FER UNPAID INFRINGEMENTS	406.00
DD12584.1	19/07/2017	WA SUPER	PAYROLL DEDUCTIONS	16,544.77
DD12584.10	19/07/2017	COMMONWEALTH BANK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	69.60
DD12584.11	19/07/2017	COLONIAL FIRST STATE - FIRSTCHOICE	SUPERANNUATION CONTRIBUTIONS	147.87
DD12584.12	19/07/2017	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	248.64
DD12584.2	19/07/2017	HOST PLUS EXECUTIVE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	71.01
DD12584.3	19/07/2017	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	78.94
DD12584.4	19/07/2017	WAIKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	612.14
DD12584.5	19/07/2017	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	433.68
DD12584.6	19/07/2017	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	235.55
DD12584.7	19/07/2017	COLONIAL FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	119.39
DD12584.8	19/07/2017	PA & DB HUBAND SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	195.25
DD12584.9	19/07/2017	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	71.87
DD12585.1	05/07/2017	WA SUPER	PAYROLL DEDUCTIONS	15,742.73
DD12585.10	05/07/2017	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	102.72
DD12585.2	05/07/2017	WAIKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	594.21
DD12585.3	05/07/2017	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	441.68
DD12585.4	05/07/2017	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	267.81
DD12585.5	05/07/2017	COLONIAL FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	116.79
DD12585.6	05/07/2017	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	70.58
DD12585.7	05/07/2017	COLONIAL FIRST STATE - FIRSTCHOICE	SUPERANNUATION CONTRIBUTIONS	145.23
DD12585.8	05/07/2017	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	244.19
DD12585.9	05/07/2017	HOST PLUS EXECUTIVE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	122.94
B/S	03/07/2017	COMMONWEALTH BANK	MERCHANT FEES	575.66
B/S	02/07/2017	COMMONWEALTH BANK	EFTPOS FEES	87.04
B/S	05/07/2017	COMMONWEALTH BANK	TOTAL WAGES FOR 22.06.2017 - 05.07.2017	107,583.07
B/S	17/07/2017	COMMONWEALTH BANK	AA LINE FEE & ACCOUNT KEEPING FEES	172.75
B/S	17/07/2017	COMMONWEALTH BANK	BPOINT/BPAY FEES	316.56
B/S	19/07/2017	COMMONWEALTH BANK	TOTAL WAGES FOR 06.07.2017 - 19.07.2017	112,710.40
B/S	31/07/2017	COMMONWEALTH BANK	RETURNED EFT/CHEQUE FEES	7.50
B/S	29/06/2017	COMMONWEALTH BANK - CREDIT CARD	GRATUITY GIFT FOR STAFF MEMBER	150.00
B/S	30/06/2017	COMMONWEALTH BANK - CREDIT CARD	SECURITY CERTIFICATE FOR VISITOR CENTRE WEBSITE	33.89



**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
B/S	30/06/2017	COMMONWEALTH BANK - CREDIT CARD	INTERNATIONAL TRANSACTION FEE	0.85
B/S	30/06/2017	COMMONWEALTH BANK - CREDIT CARD	GIFT FOR VOLUNTEERS FUNCTION ASSISTANCE	19.99
<b>ELECTRONIC PAYMENTS</b>				
EFT24085	13/07/2017	ALS LIBRARY SERVICES PTY LTD	VARIOUS LIBRARY BOOKS	30.39
EFT24086	13/07/2017	APV VALUERS AND ASSET MANAGEMENT	VALUATION OF BUILDING ASSETS AT FAIR VALUE FOR 30.6.17 - FINAL PAYMENT	968.00
EFT24087	13/07/2017	ARROW BRONZE	CEMETERY PLAQUE	377.46
EFT24088	13/07/2017	ASTRON ENVIRONMENTAL SERVICES PTY	INSTALLATION OF BORES AT WASTE FACILITY & SLUDGE TESTING	21,679.87
EFT24089	13/07/2017	AUSTRALASIAN PERFORMING RIGHT	ANNUAL LICENCE FEES 01/08/2017 - 31/07/2018	140.94
EFT24090	13/07/2017	AUSTRALIA POST	MONTHLY POSTAGE CHARGES	2,302.33
EFT24091	13/07/2017	B & B STREET SWEEPING PTY LTD	JUNE 2017 - STREET SWEEPING OF CBD & SURROUNDING AREAS	1,716.00
EFT24092	13/07/2017	BELIA ENGINEERING	MONTHLY E-WASTE RECYCLING	330.00
EFT24093	13/07/2017	PAULA BENSON	PAYMENT OF 2017 ARCHI EXHIBITION WINNER - BEST ON SHOW	500.00
EFT24094	13/07/2017	BLACKWOOD RURAL SERVICES	VARIOUS MINOR ITEMS & EQUIPMENT FOR JUNE	687.20
EFT24095	13/07/2017	BLACKWOOD SKIP BINS	MONTHLY RENTAL & EMPTYING OF GLASS SKIP BIN - JUNE	121.00
EFT24096	13/07/2017	BLACKWOOD HEAVY TILT	TOW ABANDONED VEHICLE	181.50
EFT24097	13/07/2017	BLACKWOOD VALLEY ARTS ALLIANCE INC	COMMUNITY GRANT	2,500.00
EFT24098	13/07/2017	BLISS FOR DESIGN	VARIOUS MINOR ITEMS & EQUIPMENT FOR JUNE	309.70
EFT24099	13/07/2017	BLUES AT BRIDGETOWN	HIRE OF 50 PANELS OF TEMPORARY FENCING	900.00
EFT24100	13/07/2017	BOOEASY AUSTRALIA PTY LTD	BOOKING RETURNS COMMISSION/MONTHLY FEES 2016/2017 - JUNE	376.20
EFT24101	13/07/2017	BOOK TALK	BOOK CLUB SETS	70.00
EFT24102	13/07/2017	BRIDGETOWN NEWSAGENCY	NEWSPAPERS & STATIONERY SUPPLIES FOR JUNE	517.95
EFT24103	13/07/2017	BRIDGETOWN MEDICAL CENTRE	PRE-EMPLOYMENT MEDICALS	210.00
EFT24104	13/07/2017	BRIDGETOWN TIMBER SALES	VARIOUS MINOR ITEMS & EQUIPMENT FOR BUILDING MAINTENANCE WORKS	1,257.48
EFT24105	13/07/2017	BRIDGETOWN BULLDOZING	DOZER HIRE FOR CLEARING ON WINNEJUP RD & GRAVEL PIT REHABILITATION	16,940.00
EFT24106	13/07/2017	BRIDGETOWN JUNIOR FOOTBALL CLUB	KIDSPORT FEES 2017	895.00
EFT24107	13/07/2017	BRIDGETOWN NETBALL ASSOCIATION	KIDSPORT FEES 2017	1,380.00
EFT24108	13/07/2017	BRIDGETOWN DESIGN & PRINT	LIBRARY PRESENTATION FOLDERS	1,650.00
EFT24109	13/07/2017	BRIDGETOWN MITRE 10 & RETRAVISION	MINOR ITEMS	147.68
EFT24110	13/07/2017	BRIDGETOWN PAINT SALES	VARIOUS MINOR ITEMS	289.85
EFT24111	13/07/2017	BRIDGETOWN TYRES	VARIOUS NEW TYRES AND REPAIRS	1,930.00
EFT24112	13/07/2017	BUILT RIGHT APPROVALS	BUILDING SURVEYOR CONTRACTOR SERVICES	1,770.00
EFT24113	13/07/2017	BUNBURY LAWN & GARDEN SUPPLIES	SOIL CONDITIONER & TOP DRESS SOIL FOR PARKS & GARDENS	1,740.00
EFT24114	13/07/2017	BUNBURY TRUCKS	NEW HINO 300 SERIES RUBBISH TRUCK	153,363.89
EFT24115	13/07/2017	CAMPBELLS	CONFECTIONERY FOR THE LEISURE CENTRE KIOSK	174.57
EFT24116	13/07/2017	CASTLEDEX	FILES, TUBECLIPS & "0" LABELS	165.20
EFT24117	13/07/2017	CLEANAWAY PTY LTD	KERBSIDE RUBBISH & RECYCLING COLLECTION - JUNE 2017	24,396.45
EFT24118	13/07/2017	COURIER AUSTRALIA	FREIGHT CHARGES	10.30

**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT24119	13/07/2017	LINDSAY CROOKS	REIMBURSEMENT FOR COST OF ANNUAL AUTODESK SUBSCRIPTION	280.00
EFT24120	13/07/2017	DAVMECH	HOSE MADE TO ORDER FOR WASTE COMPACTOR	162.66
EFT24121	13/07/2017	DRAG-LINES DAM-IT CONTRACTING	HIRE OF EXCAVATOR FOR CLEARING ON WINNEJUP ROAD	10,048.50
EFT24122	13/07/2017	EARTHMAC	TRAFFIC CONTROL FOR CLEARING WORK ON WINNEJUP ROAD	14,175.00
EFT24123	13/07/2017	EMPORIUM BISTRO	MEAL FOR COUNCIL MEETING 29/6/17	390.00
EFT24124	13/07/2017	ESPRESSO ESSENTIAL WA	SERVICE AND PARTS FOR LIBRARY COFFEE MACHINE	315.65
EFT24125	13/07/2017	EXTERIA	2 x STRUTWOOD ALUMINIUM MGB SURROUND WITH DIGITAL WRAP GRAPHICS	5,205.20
EFT24126	13/07/2017	DEPARTMENT OF FIRE AND EMERGENCY	REGISTRATION TO THE BURNING QUESTION: NOW AND BEYOND SEMINAR	185.00
EFT24127	13/07/2017	FONTY'S HIRE	HIRE OF PORTA LOO	250.00
EFT24128	13/07/2017	FORTUS	24 X GRADER BLADES HEAT TREATED & CARBON STEEL	2,698.08
EFT24129	13/07/2017	GPS EXPRESS AUSTRALIA PTY LTD	GARMIN MONTANA 680T - TRAILS - GPS AND DELIVERY	895.60
EFT24130	13/07/2017	H C JONES & CO	BACKFLOW TESTING - GB FIRE STATION & REPAIR SHIRE ADMIN TOILETS	370.70
EFT24131	13/07/2017	HEMA MAPS PTY LTD	VC STOCK - MAPS & BOOKS	232.65
EFT24132	13/07/2017	INDUSTRIAL AUTOMATION GROUP	2 X REPLACEMENT BATTERIES FOR ROSE ST STANDPIPE	508.20
EFT24133	13/07/2017	ISA TECHNOLOGIES	TREND LICENCE RENEWALS FOR 17/8	2,120.41
EFT24134	13/07/2017	ISLAND RESEARCH	2 X TRAIL COUNTERS	1,716.00
EFT24135	13/07/2017	IT VISION	HUMAN RESOURCE MODULE FOR SYNERGY	6,455.44
EFT24136	13/07/2017	JASON SIGNMAKERS	COST OF MATERIALS AND LABOUR ONLY FOR CANCELLED JOB	191.84
EFT24137	13/07/2017	ADAM JENKINS TREE SERVICES	POWER LINE PRUNING AND REMOVAL OF DANGEROUS TREE	11,880.00
EFT24138	13/07/2017	KANIK EXPRESS	FREIGHT CHARGES	353.10
EFT24139	13/07/2017	ROSEMARY KELLY	PROOF READING OF INSIGHT NEWSLETTER - 2016/2017 FINANCIAL YEAR	495.00
EFT24140	13/07/2017	RAD KOLOC	LABOUR - ROOF CLADDING REPAIRS (DEPOT TOOL SHED)	640.00
EFT24141	13/07/2017	LANDGATE	LAND VALUATION ENQUIRY CHARGES	1,165.57
EFT24142	13/07/2017	LINDA'S BOOKS	APPLE CORE WARS AUDIO BOOK	55.00
EFT24143	13/07/2017	LOCAL GOVERNMENT PROFESSIONALS	ASPIRING LEADERS LIFT OFF MENTORING PROGRAM 2017	500.00
EFT24144	13/07/2017	LOCAL GOVERNMENT SUPERVISORS	LGSA STATE CONFERENCE BUNBURY REGISTRATION FEE	2,079.00
EFT24145	13/07/2017	MAC STIOBHARD	MANUFACTURE & INSTALL STAIRS TO UMPIRES ROOM AT SPORTSGROUND	1,193.50
EFT24146	13/07/2017	MARANUP FORD CARAVAN PARK	2 DAY HIRE OF LASER TAG EQUIPMENT FOR JULY SCHOOL HOLIDAY PROGRAM	440.00
EFT24147	13/07/2017	METROPOLITAN CASH REGISTER COMPANY	EPSON RECEIPT PRINTER TMV 88V	693.83
EFT24148	13/07/2017	MULLALYUP FOREST FARM NURSERY	30 X TREES FOR SHIRE PARKS & GARDENS	3,179.00
EFT24149	13/07/2017	PORTNER PRESS PTY LTD	EMPLOYMENT LAW HANDBOOK	197.00
EFT24150	13/07/2017	R & R PUBLICATIONS AUSTRALIA PTY LTD	VC STOCK - A GUIDE TO NATIVE ORCHIDS	119.85
EFT24151	13/07/2017	QUALITY SHOP	PRINTING OF JUNE INSIGHT NEWSLETTER & FOLDING OF WASTE FLYERS	1,522.00
EFT24152	13/07/2017	RED ELECTRICAL	SUPPLY & INSTALL TWO WALL EXHAUST FANS TO SHIRE ADMIN TOILETS	715.00
EFT24153	13/07/2017	RONS EXPRESS	FREIGHT CHARGES	14.30
EFT24154	13/07/2017	SCOPE BUSINESS IMAGING	MONTHLY TRAVEL CHARGES	172.26
EFT24155	13/07/2017	SONJA SEHM	REIMBURSEMENT FOR COST OF FIRST AID COURSE	99.00

**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT24156	13/07/2017	STAPLES AUSTRALIA PTY LTD	OFFICE STATIONERY & CLEANING SUPPLIES	975.00
EFT24157	13/07/2017	DION STEVEN	ENVIRONMENTAL WORKS FOR THE MONTH OF JUNE	1,428.00
EFT24158	13/07/2017	TENNANT	MAIN BRUSH & 2 X DISC BRUSHES FOR RIDE ON SWEEPER	923.55
EFT24159	13/07/2017	THE STABLES IGA	VARIOUS SHIRE GROCERIES	90.80
EFT24160	13/07/2017	TOTAL GREEN RECYCLING	2016/17 E-WASTE RECYCLING	67.65
EFT24161	13/07/2017	TOURISM COUNCIL WESTERN AUSTRALIA	VC SUBSCRIPTIONS - 17/18 MEMBERSHIP TO TOURISM COUNCIL WA & VCAWA	1,328.00
EFT24162	13/07/2017	TRUCKLINE	SIDE MARKER RED/AMBER LED LAMP FOR TIP TRUCK	87.30
EFT24163	13/07/2017	PETER WALLER	REIMBURSEMENT FOR COST OF NATIONAL POLICE CLEARANCE	52.60
EFT24164	13/07/2017	WA RANGERS ASSOCIATION	SENIOR RANGER TRAINING - DANGEROUS DOG ASSESSING AND HANDLING	100.00
EFT24165	13/07/2017	WRITING WA	ANNUAL MEMBERSHIP RENEWAL	135.00
EFT24166	20/07/2017	AUSTRALIAN TAXATION OFFICE	BAS JUNE 2017	49,193.00
EFT24175	27/07/2017	ALLMARK AND ASSOCIATES PTY LTD	TIP PASSES TO BE INCLUDED WITH RATES	2,827.00
EFT24176	27/07/2017	ALS LIBRARY SERVICES PTY LTD	VARIOUS LIBRARY BOOKS	570.36
EFT24177	27/07/2017	APPLIN ELECTRONICS	REPAIRS TO DISH FOR SBS RADIO AND RADIO NATIONAL	192.50
EFT24178	27/07/2017	AUSTRALIAN WILDFLOWER SEEDS PTY LTD	VC STOCK - WILDFLOWER SEEDS	417.40
EFT24179	27/07/2017	B & J CATALANO PTY LTD	TONNES OF LIMESTONE FOR PHILLIPS STREET DRAINAGE	1,484.68
EFT24180	27/07/2017	ANTONY BALLARD	VARIOUS SHIRE BUILDING MAINTENANCE JOBS	1,280.00
EFT24181	27/07/2017	BANKWEST	AUDIT PREPARATION FOR PERIOD ENDING 30/06/2017	60.00
EFT24182	27/07/2017	BASKETBALL SOUTH WEST	2017 KIDSPORT FEES	220.00
EFT24183	27/07/2017	BLACKWOOD FRESH	REFRESHMENT FOR COUNCIL MEETINGS	61.80
EFT24184	27/07/2017	BLISS FOR DESIGN	REPAIR PUMP ON BRIDGETOWN LIGHT TANKER	122.50
EFT24185	27/07/2017	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24186	27/07/2017	BRIDGETOWN COMMUNITY RESOURCE	VC MARKETING - 200 X A3 VISITOR MAPS & SES POWER CONSUMPTION	487.68
EFT24187	27/07/2017	BRIDGETOWN BULLDOZING	REHABILITATE WATERS GRAVEL PIT	9,020.00
EFT24188	27/07/2017	BRIDGETOWN BASKETBALL ASSOCIATION	2016 KIDSPORT FEES	1,405.00
EFT24189	27/07/2017	BRIDGETOWN MITRE 10 & RETRAVISION	VARIOUS MINOR ITEMS	257.30
EFT24190	27/07/2017	BRIDGETOWN TYRES	2 NEW TYRES FOR PBO VEHICLE	520.00
EFT24191	27/07/2017	BUNBURY CEMETERY BOARD	1 X PLINTH	18.70
EFT24192	27/07/2017	CHUBB FIRE SAFETY LTD	FIRE EXTINGUISHER SERVICING FOR JUNE 2017	1,504.80
EFT24193	27/07/2017	CITY & REGIONAL FUELS	BULK FUEL FOR JUNE	11,918.56
EFT24194	27/07/2017	CJD EQUIPMENT PTY LTD	3 X V-BELT PARTS FOR FRONT END LOADER	95.59
EFT24195	27/07/2017	CLOVERS GENERAL & LIQUOR STORE	GROCERIES FOR BLC KIOSK FOR JUNE	14.00
EFT24196	27/07/2017	COURIER AUSTRALIA	FREIGHT CHARGES	180.72
EFT24197	27/07/2017	CUSTOM SERVICE LEASING LTD	VEHICLE LEASING FOR JULY	625.09
EFT24198	27/07/2017	JANINE DANIELS	SIGNWRITING FOR HESTER BROOK SATELLITE STATION	50.00
EFT24199	27/07/2017	EASISALARY	EMPLOYEE NOVATED LEASE	583.83
EFT24200	27/07/2017	LGRCEU	PAYROLL DEDUCTIONS	102.50

**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

<b>Cheque/ Voucher No.</b>	<b>Date of Payment</b>	<b>Payee</b>	<b>Payment Description</b>	<b>Payment Amount \$</b>
EFT24201	27/07/2017	FORTUS	VARIOUS WEAR PARTS FOR TRACK LOADER REPAIRS	1,084.78
EFT24202	27/07/2017	FRAME-IT	FRAMING OF PAINTING & PHOTOGRAPHIC DISPLAY	715.00
EFT24203	27/07/2017	BARRY M HAYNES	REFUND OF UNCERTIFIED BUILDING PERMIT FEE	96.00
EFT24204	27/07/2017	HESKETH QUARRY'S PTY LTD	GRAVEL FOR FIRE CONTROL WORKS	660.00
EFT24205	27/07/2017	HILLVIEW ELECTRICAL SERVICE	ANNUAL RCD TESTING OF BRIDGETOWN FOOTBALL CLUB	495.00
EFT24206	27/07/2017	STEVE HODSON	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24207	27/07/2017	INTERPHONE	NBN FOR ADMIN OFFICE - JULY	130.90
EFT24208	27/07/2017	ISA TECHNOLOGIES	2 X WIRELESS DONGLES	154.00
EFT24209	27/07/2017	IT VISION	2017/18 ANNUAL LICENCE FEE FOR SYNERGY SOFT	45,274.90
EFT24210	27/07/2017	IT VISION USER GROUP (INC)	IT VISION USER GROUP MEMBERSHIP FEE 2017/2018	715.00
EFT24211	27/07/2017	IXOM OPERATIONS PTY LTD	MONTHLY RENTAL OF CHLORINE CYLINDER	168.63
EFT24212	27/07/2017	JOURNEY JOTTINGS	VC STOCK - JIGSAW PUZZLE POSTCARDS	166.80
EFT24213	27/07/2017	KEYBROOK UTILITY SERVICES	ASBESTOS REMOVAL AT CATTERICK HALL & VARIOUS ANALYSIS SAMPLES	1,314.00
EFT24214	27/07/2017	ALBERT KLAASSEN ELECTRICAL	INSTALL SUB-CIRCUIT, GPO & TIME OUT SWITCH FOR NEW WATER HEATER	860.00
EFT24215	27/07/2017	LANDGATE	AERIAL PHOTO OF NORTHERN PORTION OF BRIDGETOWN	536.80
EFT24216	27/07/2017	CHRISTINE M LATHAM	2017 LANDSCAPE EXHIBITION - BEST ON SHOW PRIZE	500.00
EFT24217	27/07/2017	LGIS INSURANCE BROKING	2017/18 INSURANCES	77,284.47
EFT24218	27/07/2017	LOCAL GOVERNMENT INSURANCE	2017/18 INSURANCES	90,319.42
EFT24219	27/07/2017	TANIA LOCKLEY	2017 ARCHIE EXHIBITION - PEOPLES CHOICE AWARD	250.00
EFT24220	27/07/2017	DOREEN MACKMAN	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24221	27/07/2017	JL & GF MAY	GRAVE DIGGING - BRIDGETOWN CEMETERY	682.00
EFT24222	27/07/2017	JOANN ROBERTA MOORE	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24223	27/07/2017	TY MOSCONI	REFUND OF POLICE CLEARANCE OBTAINED FOR PRE-EMPLOYMENT	52.60
EFT24224	27/07/2017	JOHN NICHOLAS	MONTHLY COUNCILLOR ALLOWANCE	1,730.00
EFT24225	27/07/2017	MARIUS OLSEN	REFUND OF POLICE CLEARANCE OBTAINED FOR PRE-EMPLOYMENT	44.90
EFT24226	27/07/2017	PHARMACY 777 BRIDGETOWN	SUPPLIES FOR BUS FIRST AID KIT	28.94
EFT24227	27/07/2017	LEITH CATHERINE POAD	REFUND OF POLICE CLEARANCE OBTAINED FOR PRE-EMPLOYMENT	52.60
EFT24228	27/07/2017	POWER CRANK BATTERIES PTY LTD	BATTERY RC 45	72.54
EFT24229	27/07/2017	A PRATICO	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24230	27/07/2017	PRESTON POWER EQUIPMENT	STIHL MS661C WITH 30 INCH BAR	2,170.20
EFT24231	27/07/2017	QUALITY SHOP	3,000 LETTERHEADS	400.00
EFT24232	27/07/2017	PETER QUINBY	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24233	27/07/2017	RAMM SOFTWARE PTY LIMITED	RAMM ANNUAL SUPPORT AND MAINTENANCE FEE FOR 01/07/2017 TO 30/06/2018	7,791.06
EFT24234	27/07/2017	REBECCA REDMAN	REIMBURSEMENT FOR CERTIFICATE PRINTING FOR THE LANDSCAPE	12.00
EFT24235	27/07/2017	REPCO	MINOR PARTS & EQUIPMENT	257.64
EFT24236	27/07/2017	RICHFEEDS AND RURAL SUPPLIERS	BULK CHEMICALS FOR VERGE MAINTENANCE, STAFF PPE & MINOR ITEMS	5,086.05
EFT24237	27/07/2017	LYNETTE M ROBINSON	2017 LANDSCAPE EXHIBITION - HIGHLY COMMENDED PRIZE	250.00

**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

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EFT24238	27/07/2017	P M SCALLAN	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT24239	27/07/2017	SCOPE BUSINESS IMAGING	MONTHLY PRINTING AND COPYING CHARGES FOR JULY	3,761.56
EFT24240	27/07/2017	SHERIDAN'S FOR BADGES	NAME BADGES	68.75
EFT24241	27/07/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	SOCIAL CLUB PAYMENTS FOR JULY	144.00
EFT24242	27/07/2017	SHIRE OF MANJIMUP	ASBESTOS TIPPING FEES - JUNE	88.30
EFT24243	27/07/2017	SOUTHERN FOREST PEST MANAGEMENT	SUPPLY & INSTALL RODENT BAITING STATIONS AT LIBRARY	297.00
EFT24244	27/07/2017	STATE LIBRARY OF WESTERN AUSTRALIA	DELIVERY OF BETTER BEGINNINGS PROGRAM 2017/2018	192.50
EFT24245	27/07/2017	STAPLES AUSTRALIA PTY LTD	OFFICE STATIONERY & CLEANING SUPPLIES	2,916.63
EFT24246	27/07/2017	THE STABLES IGA	SUPPLIES FOR THE BFS HQ	38.46
EFT24247	27/07/2017	TPG NETWORK PTY LTD	GRANT FUNDED VISITOR CENTRE WIFI SERVICE	8,634.21
EFT24248	27/07/2017	WESTRAC EQUIPMENT	PARTS & EQUIPMENT FOR PLANT REPAIRS	29.99
EFT24249	27/07/2017	LEE WIGHT	2017 ARCHIE EXHIBITION - BEST LOCAL IDENTITY	250.00
EFT24250	27/07/2017	ALAN WILSON	MONTHLY COUNCILLOR ALLOWANCE	1,057.08
EFT24251	27/07/2017	WORKWEAR GROUP	CORPORATE UNIFORM	171.60
<b>CHEQUES</b>				
30490			CANCELLED	
30491	13/07/2017	WATER CORPORATION	ANNUAL TRADE WASTE FEE	225.28
30492	13/07/2017	TELSTRA	TELEPHONE	3,834.09
30493	13/07/2017	SYNERGY	ELECTRICITY	12,279.25
30494	13/07/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	PETTY CASH RECOUP	170.45
30495	27/07/2017	BETTER HOMES & GARDENS	ANNUAL SUBSCRIPTION RENEWAL TO BETTER HOMES & GARDENS MAGAZINE	55.00
30496	27/07/2017	BLACKWOOD KARATE	2017 KIDSPORT FEES	400.00
30497	27/07/2017	DEPARTMENT OF TRANSPORT	12 MONTHS VEHICLE REGISTRATION FOR SHIRE FLEET	15,794.25
30498	27/07/2017	DEPARTMENT OF PLANNING, LANDS &	ADJUSTMENT TO FEE PAID ON 29/06/2017 FOR DEPOSITED PLAN	29.20
30499	27/07/2017	FLYING DUCK CAFE	MEAL FOR STANDING COMMITTEE	276.00
30500	27/07/2017	GARDENING AUSTRALIA	ANNUAL SUBSCRIPTION RENEWAL TO GARDENING AUSTRALIA MAGAZINE	56.00
30501	27/07/2017	BARBARA HANSEN-THIIM	REFUND OF DOG REGISTRATION FEES - NON-STERILIZED TO STERILIZED	150.00
30502	27/07/2017	NEWS LIFE MEDIA	ANNUAL SUBSCRIPTION RENEWAL TO DELICIOUS MAGAZINE	64.95
30503	27/07/2017	PIVOTEL SATELLITE PTY LTD	TRACK SPOT TRACKERS FOR JULY	155.00
30504	27/07/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF DEBTORS FOR JULY	2,047.00
30505	27/07/2017	SYNERGY	ELECTRICITY	4,855.20
30506	27/07/2017	TELSTRA	TELEPHONE	1,148.47
				<b><u>976,041.01</u></b>

**SHIRE OF BRIDGETOWN-GREENBUSHES**

**LIST OF ACCOUNTS PAID IN JULY TO BE RECEIVED**

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<b><u>TRUST FUND</u></b>				
<b><u>DIRECT DEBITS - LICENSING TRUST</u></b>				
22214	03/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/07/2017	4,871.75
22215	04/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/07/2017	2,643.30
22216	05/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 05/07/2017	6,855.25
22217	06/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 06/07/2017	2,971.30
22218	07/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 07/07/2017	3,714.55
22219	10/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/07/2017	5,084.70
22220	11/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/07/2017	4,083.15
22221	12/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 12/07/2017	4,774.60
22222	13/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 13/07/2017	5,159.80
22223	14/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 14/07/2017	3,805.75
22224	17/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/07/2017	6,749.00
22225	18/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 18/07/2017	3,880.45
22226	19/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 19/07/2017	2,930.90
22227	20/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 20/07/2017	3,014.60
22228	21/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 21/07/2017	7,443.90
22229	24/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/07/2017	3,347.50
22230	25/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/07/2017	4,896.30
22231	26/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 26/07/2017	3,172.70
22232	27/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 27/07/2017	8,219.90
22233	28/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 28/07/2017	22,549.50
22234	31/07/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 31/07/2017	2,198.75
<b><u>CHEQUES - GENERAL TRUST</u></b>				
2175	21/07/2017	BUILDING & CONSTRUCTION INDUSTRY	BCITF LEVIES COLLECTED FOR JUNE	2,049.87
2176	21/07/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION ON BSL'S COLLECTED FOR JUNE	99.50
<b><u>ELECTRONIC PAYMENTS - GENERAL TRUST</u></b>				
EFT24171	21/07/2017	BUILDING COMMISSION	BSL'S COLLECTED FOR JUNE	1,990.09
EFT24172	21/07/2017	LINDSAY CROOKS	COMMUNITY STALL BOND REFUND	50.00
EFT24173	21/07/2017	LEANNE TAYLOR	HALL HIRE BOND REFUND	100.00
EFT24174	21/07/2017	SUE WATERS	COMMUNITY STALL BOND REFUND	50.00
<b><u>CHEQUES - VISITOR CENTRE TRUST</u></b>				
1272	21/07/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION ON BUS TICKETS SOLD FOR JUNE	296.11

**SHIRE OF BRIDGETOWN-GREENBUSHES**

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<b>ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST</b>				
EFT24167	21/07/2017	SARAH EVANS	CONSIGNMENT STOCK SOLD FOR JUNE	11.96
EFT24168	21/07/2017	PUBLIC TRANSPORT AUTHORITY OF	BUS TICKETS SOLD FOR JUNE	968.42
EFT24169	21/07/2017	SOUTH WEST COACH LINES	BUS TICKETS SOLD FOR JUNE	431.26
EFT24170	21/07/2017	HAYLEY F STEVENS	ACCOMMODATION REFUND LESS CANCELLATION FEE	158.00
V300152	06/07/2017	COMMONWEALTH BANK	TOTAL ACCOMMODATION FOR THE MONTH OF JULY	<u>15,808.00</u>
				<b><u>134,380.86</u></b>

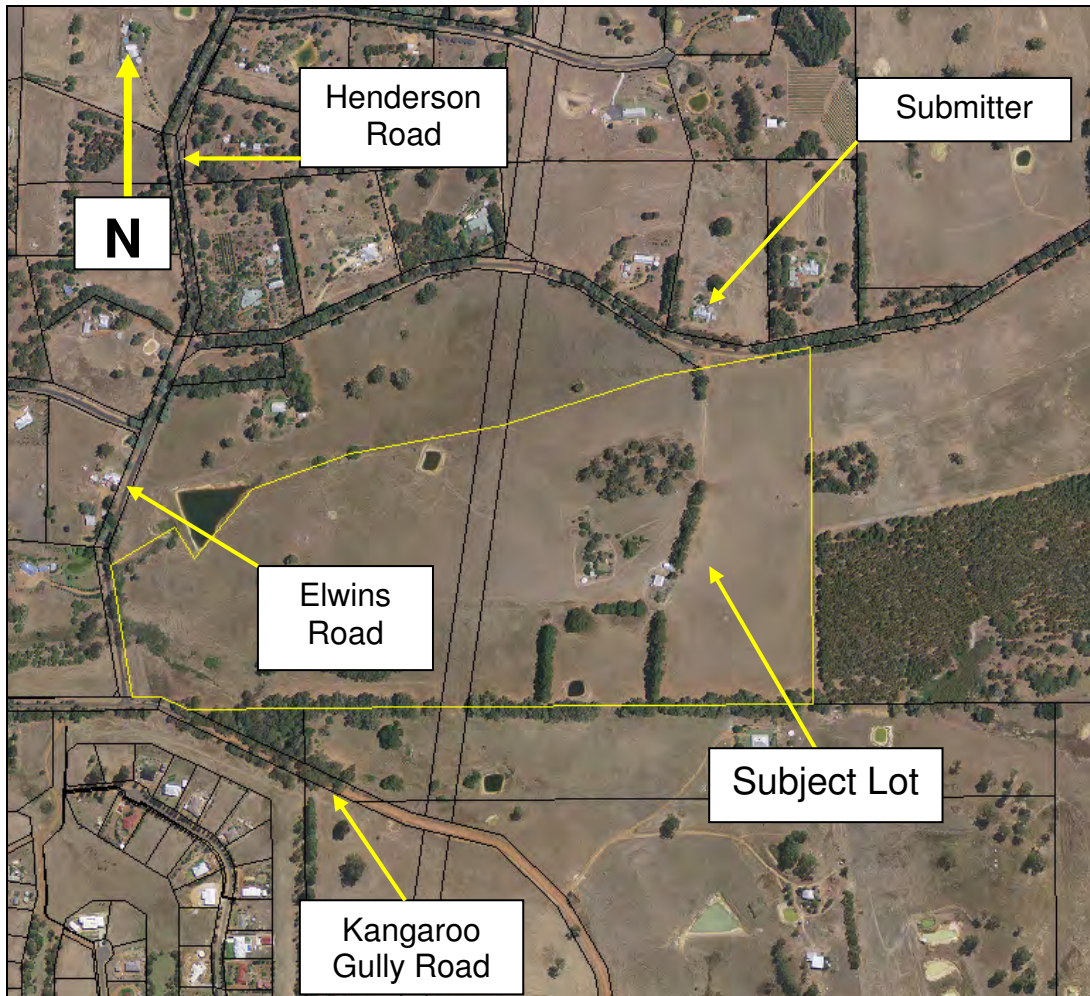
This schedule of accounts paid for the Municipal Fund totalling **\$976,041.01** and for the Trust Fund totalling **\$134,380.86** which was submitted to each member of the Council on 31 August 2017 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 31.07.2017 is \$546,337.93



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CHIEF EXECUTIVE OFFICER

31 August 2017



**Proposed Rural Industry (Mechanical Workshop) –  
Lot 1441 (RSN 140) Elwins Road, Kangaroo Gully**

(Shire of Bridgetown-Greenbushes – Aerial Photograph February 2017)



17-7-2017

x Ref 0-PA2017  
-25055

Shire of Bridgetown-Greenbushes	
File No:	1424327
Document No:	1-SUB2017-7531
18 JUL 2017	
Officer	MP
Copy	

DEBBIE STURDY  
LOT 65 ELWINS RD

TO WHOM IT MAY CONCERN,

THIS IS MY SUBMISSION TO OPPOSE ~~THE APPLICATION~~ FOR THE DEVELOPMENT FOR A RURAL INDUSTRY AT LOT 1441 ELWINS ROAD.

AS A RESIDENT OF ELWINS ROAD AND ONE OF WHICH WILL BE IMPACTED DIRECTLY AS THE NEAREST PROPERTY TO THE ENTRANCE AND EXIT MY CONCERNS ARE AS FOLLOWS.

I FEEL THIS WILL HAVE A DETRIMENTAL EFFECT ON MY LIFE, DUE TO MY SEVERE AND NUMEROUS MEDICAL CONDITIONS AS I HAVE STATED IN MY PREVIOUS SUBMISSIONS TO THE COUNCIL REGARDING OTHER MATTERS E.G. THE GRAVEL PIT.

I MOVED HERE FOR A QUITE, PEACEFUL, RURAL SETTING AND A HEALTHY ENVIROMENT, I DID NOT MOVE HERE TO LIVE IN AN INDUSTRIAL AREA AND BREATH IN POLLUTION.

MORE TRUCKS AND FARM MACHINERY ON THIS NARROW ROAD WILL CAUSE TRAFFIC HAZARDS ON AN ALREADY BUSY ROAD WITH GRAVEL HAULAGE TRUCKS TEARING UP AND DOWN TAKING THE MAJORITY OF THE ROAD.

ALSO THIS ROAD IS ON THE SCHOOL BUS ROUTE. HORSE RIDERS WILL BE AT EXTRA RISK AS WELL. THERE IS ALSO THE ISSUE OF DETERIOATION OF THIS ROAD WHICH WILL REQUIRE MORE MAINTENANCE AT AN ADDED COST TO THE SHIRE. THIS WILL HAVE AN IMPACT ON ALL FARMERS AND ROAD USERS.

NOISE POLLUTION FROM TRUCKS, TRACTORS, MACHINERY PLUS WORK NOISE E.G. INDUSTRIAL NOISE IN A RURAL SETTING NOT RATED INDUSTRIAL AND NOR SHOULD IT BE.

ENVIROMENTAL IMPACT ON BIRD LIFE AND AIR QUALITY FROM DIESEL POLLUTANTS.

DEVALUATION OF LOCAL FARMERS PROPERTIES DUE TO THE SUBSTANTIAL ROAD USAGE, TRAFFIC HAZARDS AND INDUSTRIAL NOISE WHICH WILL IMPACT EVERYONE ON THIS ROAD.

I HOPE THESE POINTS WILL BE TAKEN INTO CONSIDERATION REGARDING THIS PROPOSAL.

THANK YOU  
DEBBIE STURDY

**NAAMAN BRANDT**

14 Ford Road Bridgetown WA 6255 | 0404 791 353 | southwestdieselwa@gmail.com

**June 7, 2017**

Scott Donaldson  
Manager Planning  
Shire of Bridgetown-Greenbushes  
PO Box 215  
BRIDGETOWN WA 6255

**Mr. Donaldson**

Attached is my Development Application. I am submitting a proposal requesting permission to initiate a Rural Industry Workshop. I am a qualified and licensed diesel mechanic, and I wish start a mechanical repair business targeting the rural market around Bridgetown and surrounds. My proposed business will focus mainly on agricultural equipment, trucks, machinery, and utility vehicles; and will be based from my rural property 140 Elwins Road. My expected work days will be from Monday to Friday 9AM to 5PM, and periodic half Saturdays. Any business activities outside of these operating hours would be carried out offsite, such as a field repair.

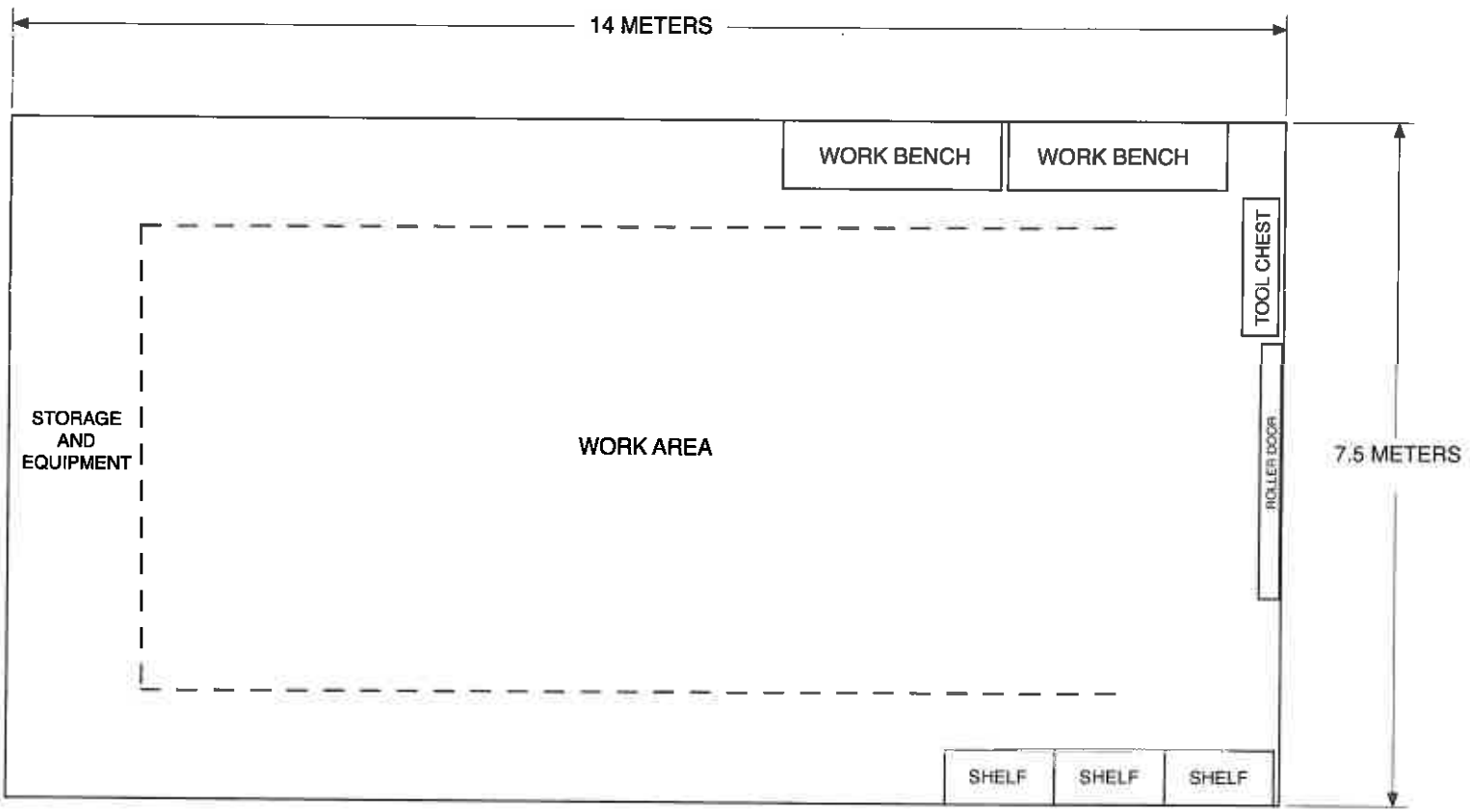
Regards,

**Naaman Brandt**



Not to scale

Proposed Rural Industry Workshop – Lot 1441 (RSN 140) Elwins Road, Kangaroo Gully



Proposed Rural Industry Workshop – Lot 1441 (RSN 140) Elwins Road, Kangaroo Gully

NOT TO SCALE



**Note:**

The back portion of the shed is currently used for storage. Upon application approval the shed will be cleared to be used as work space.



**Note:**

The back portion of the shed is currently used for storage. Upon application approval the shed will be cleared to be used as work space.



**Note:**

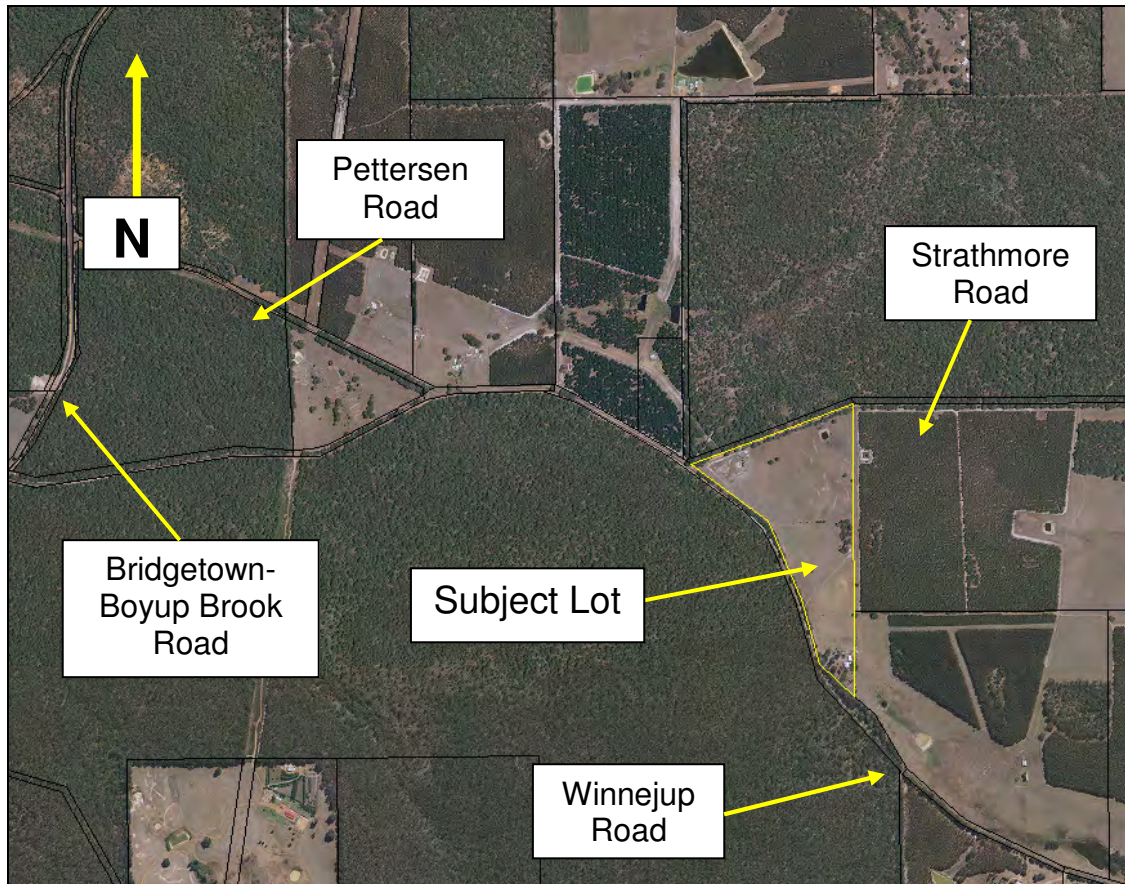
The back portion of the shed is currently used for storage. Upon application approval the shed will be cleared to be used as work space.



**Note:**

The back portion of the shed is currently used for storage. Upon application approval the shed will be cleared to be used as work space.





**Proposed Use Not Listed – Poultry Farm (Egg Production)  
Lot 3601 (RSN 305) Winnejug Road, Winnejug**

(Shire of Bridgetown-Greenbushes – Aerial Photograph February 2017)

10 July 2017

MICHAEL READ  
305 WINNEJUP ROAD  
BRIDGETOWN  
WA 6255

To the CHIEF EXECUTIVE OFFICER  
SHIRE OF BRIDGETOWN GREENBUSHES

Re PASTURE EGG FARM APPLICATION

I propose to develop a "free range" egg production farm on my existing property at 305 Winnejup Road, Bridgetown.

Topics and concerns addressed in this application include stocking density, housing and animal welfare, pasture rotation periods, manure management, odour emission from accommodation and range areas, site plan of operational areas which will be house paddock and hay shed paddock primarily and if need be north paddock.

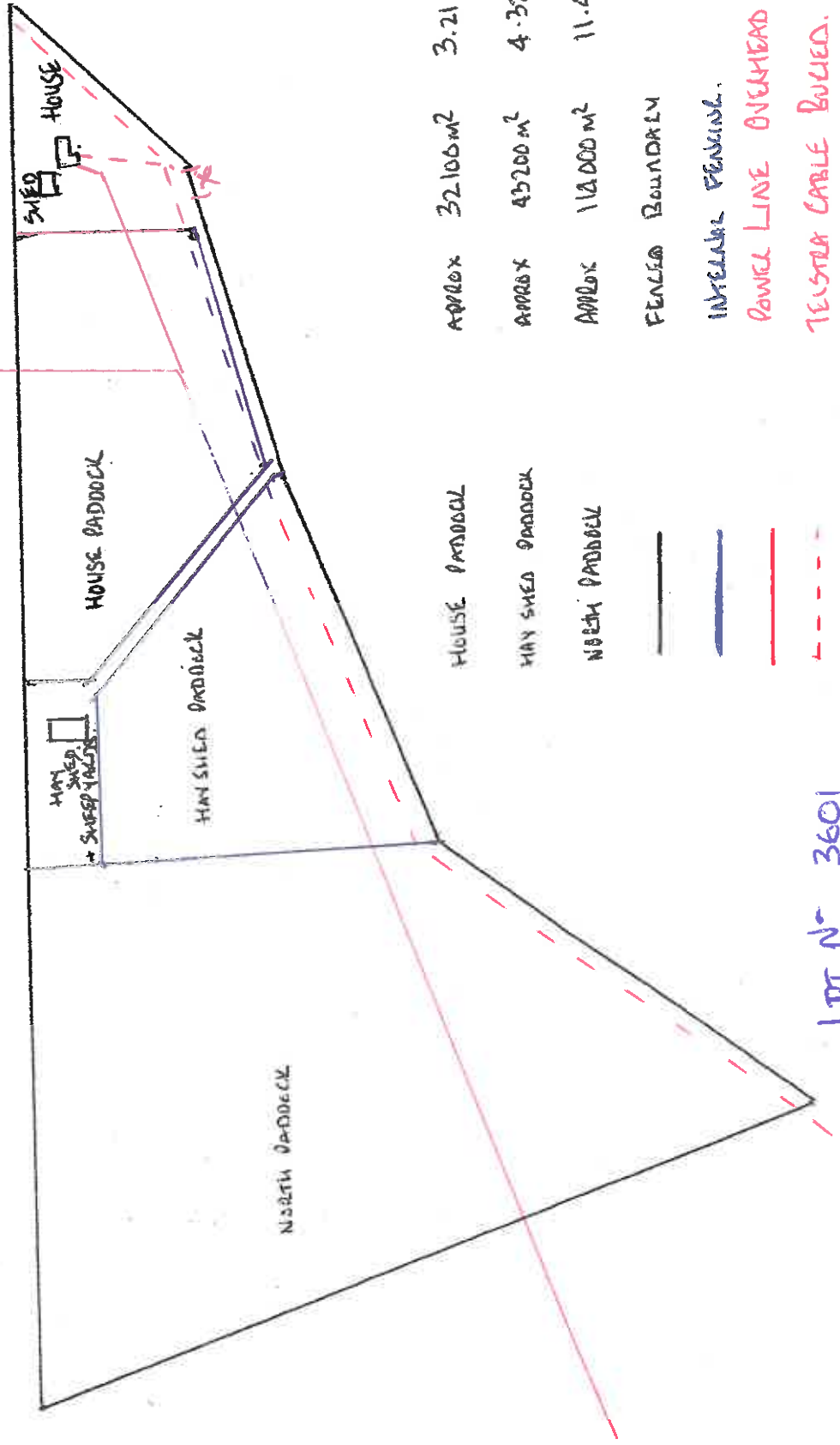
Application for development, although property is in R1 zoning is required as poultry Farming is "Use not listed"

Regards



M J READ

# SITE PLAN

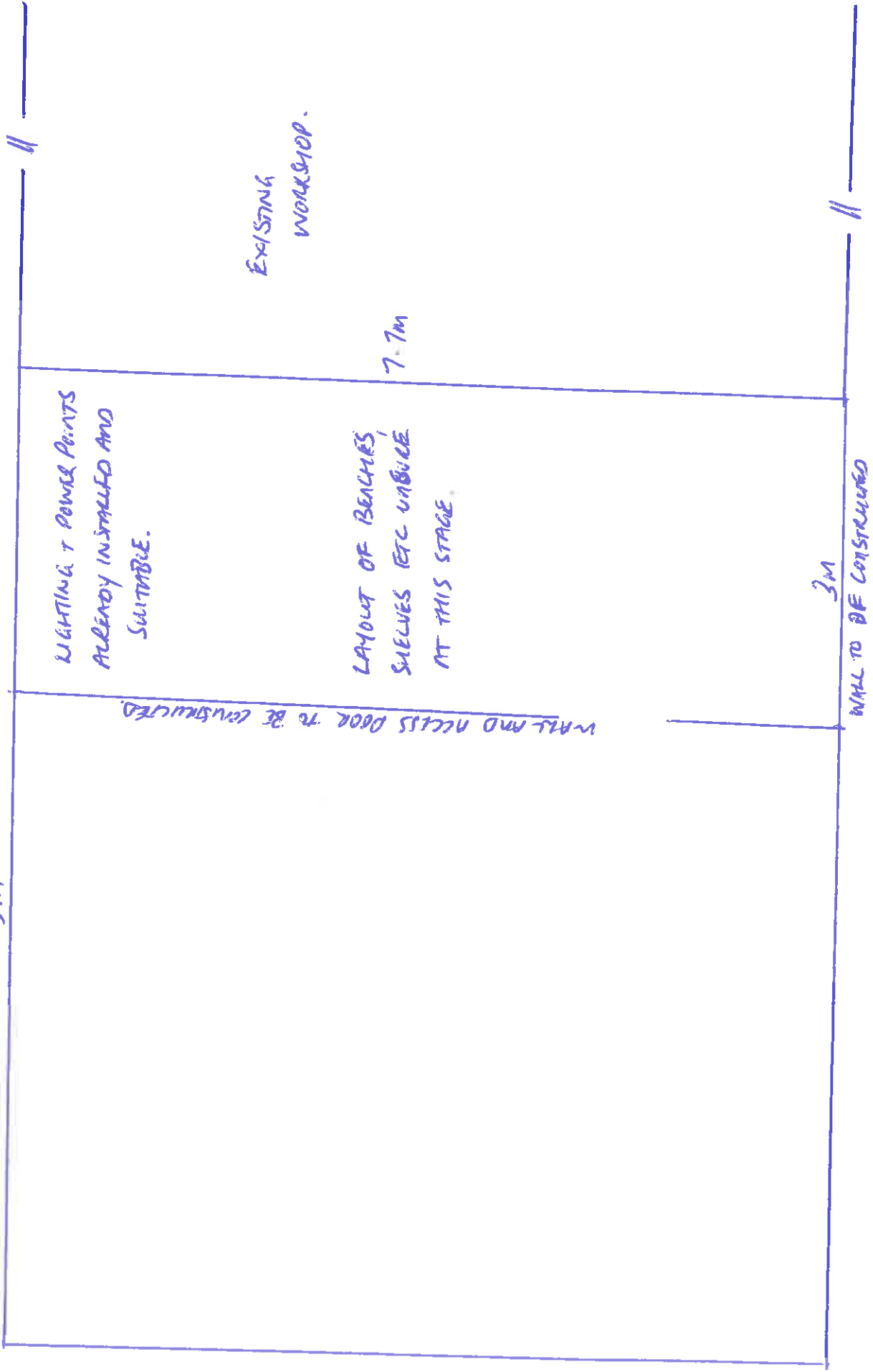


LOT N° 3601  
RSN 305  
WINNEPUP ROAD, BUCKLEBURN

HOUSE Paddock	APPROX 32100m <sup>2</sup>	3.21 HA.
HAY SHED Paddock	APPROX 45200m <sup>2</sup>	4.32 HA.
NORTH Paddock	APPROX 112000m <sup>2</sup>	11.4 HA.
—	FENCED BOUNDARY	
—	INTERNAL FENCING	
—	POWER LINE OVERHEAD	
- - - -	TELSTRA CABLE ROUTED	
X	DRIVEWAY	

# PACKING SHED

9m





Existing shed. Propose to use right hand bay as packing shed. Affix internal wall from front to rear including access door and enclosing front. Construction to follow existing material and method. Shed has concrete floor.



Existing driveway to property. Above shed can be seen in background.



Photos of 'Chicken Caravans'

To: Michael Read

Fax/email: [michaelread@skymesh.com.au](mailto:michaelread@skymesh.com.au)

Date: 7 July 2017

Project No: REA17278.01

Inquiries: Peter Forster

## Free range egg farm, 305 Winnejup Road, Bridgetown - Desktop Odour Assessment

### 1. Background

Michael Read is preparing a Development Application for a proposed free-range egg farm at 305 Winnejup Road, Bridgetown ('the proposal'). The Development Application is to be submitted to Shire of Bridgetown-Greenbushes under Local Planning Scheme 4, which zones the land as Rural 1 – extensive farming. Consultation with the Shire (S. Donaldson, Manager Planning, pers. comm.) indicates that there are concerns regarding potential odour impacts from the proposal on surrounding properties and therefore a desktop odour assessment is required to support the Development Application.

Further to this advice, Michael Read has commissioned Strategen Environmental to conduct the desktop odour assessment. The desktop odour assessment evaluates the risk of odour impacts occurring at the nearest odour-sensitive premises (residences). This memorandum presents the findings of the desktop odour assessment.

### 2. Relevant guidelines

Guidelines for free-range poultry farming in Western Australia are provided by the former Department of Environment (now Department of Environment Regulation) in their 2004 publication *Environmental Code of Practice for Poultry Farms in Western Australia*.<sup>1</sup> Other guidelines are provided by NSW Department of Primary Industries<sup>2</sup> and Rural Research and Development Corporation<sup>3</sup>.

The use of raw poultry manure for agricultural purposes in Western Australia is subject to the Biosecurity and Agriculture Management (Stable Fly) Management Plan of 2016, issued by the Minister under Section 45 of the Biosecurity and Agriculture Management Act 2007.<sup>4</sup> A review of that Plan indicates that the proposal is outside the area to which the Plan relates<sup>5</sup> and therefore manure management for the proposal does not have to comply with the provisions of the Plan.

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<sup>1</sup> Department of Environment (WA), *Environmental Code of Practice for Poultry Farms in Western Australia*, May 2004

<sup>2</sup> NSW Department of Primary Industries, *Best practice guidelines for using poultry litter on pastures*. Primefact No 534, 2<sup>nd</sup> Edition, May 2011

<sup>3</sup> Rural Industries Research and Development Corporation (RIRDC), *Free Range Chickens – Odour Emissions and Nutrient Management*, RIRDC publication No 15/017, March 2015

<sup>4</sup> WA Government, *Biosecurity And Agriculture Management (Stable Fly) Management Plan 2016*, Government Gazette, No 152, 23 Aug 2016

<sup>5</sup> At the time of issue, the Plan relates to the Cities of Armadale, Cockburn, Joondalup, Kwinana, Rockingham, Swan and Wanneroo; the Shires of Capel, Chittering, Gingin, Harvey, Kalamunda and Sepentine-Jarrahdale; and the portion of the Shire of Murray described as the Harvey Coastal Plain Catchment State Planning Policy No. 2.

### 3. Overview of proposal and odour impacts

#### *Proposal location and operational area*

The proposal is to be located at 305 Winnejup Road, Bridgetown. The location and surrounds of the proposal are shown in Figure 1. This indicates that the proposal is surrounded by forested and plantation land to the north, west and east. The closest residences to the property are as follows:

- 900 m to the east, along Strathmore Rd
- 750 m to the south-east, along Winnejup Rd
- 790 m to the north-west, near the intersection of Winnejup Rd and Petersen Rd

There are a number of non-residential buildings in the vicinity of the proposal, comprising agricultural sheds. These buildings are not considered odour-sensitive premises.

The site operational layout is presented in Figure 2. The site comprises three paddocks separated by internal fencing, as follows:

- House paddock, 3.21 hectares (ha)
- Hay shed paddock, 4.32 ha
- North paddock, 11.4 ha.

#### *Meteorology*

Wind roses from the Bridgetown meteorological station (Site No. 009617) indicate the following prevailing wind directions:

- Summer (January), 9am: easterlies, south-easterlies, southerlies
- Summer (January), 3pm: southerlies, south-easterlies, south-westerlies
- Winter (July), 9am: northerlies, north-westerlies
- Winter (July), 3pm: north-westerlies, northerlies, westerlies.

The meteorological data indicates that during summer the prevailing winds will tend to disperse odour emissions towards the west, north and north-west in the direction of the residential property along Petersen Rd. During winter the prevailing winds will tend to disperse odour emissions towards the south, south-east and east in the direction of residential properties along Winnejup Rd and Strathmore Rd.

#### *Proposal attributes and risk of odour impacts*

Key attributes of the proposal and their influence on odour impacts are summarised in Table 1.





Figure 1: Proposal location and surrounds

Imagery source: Google Earth Pro

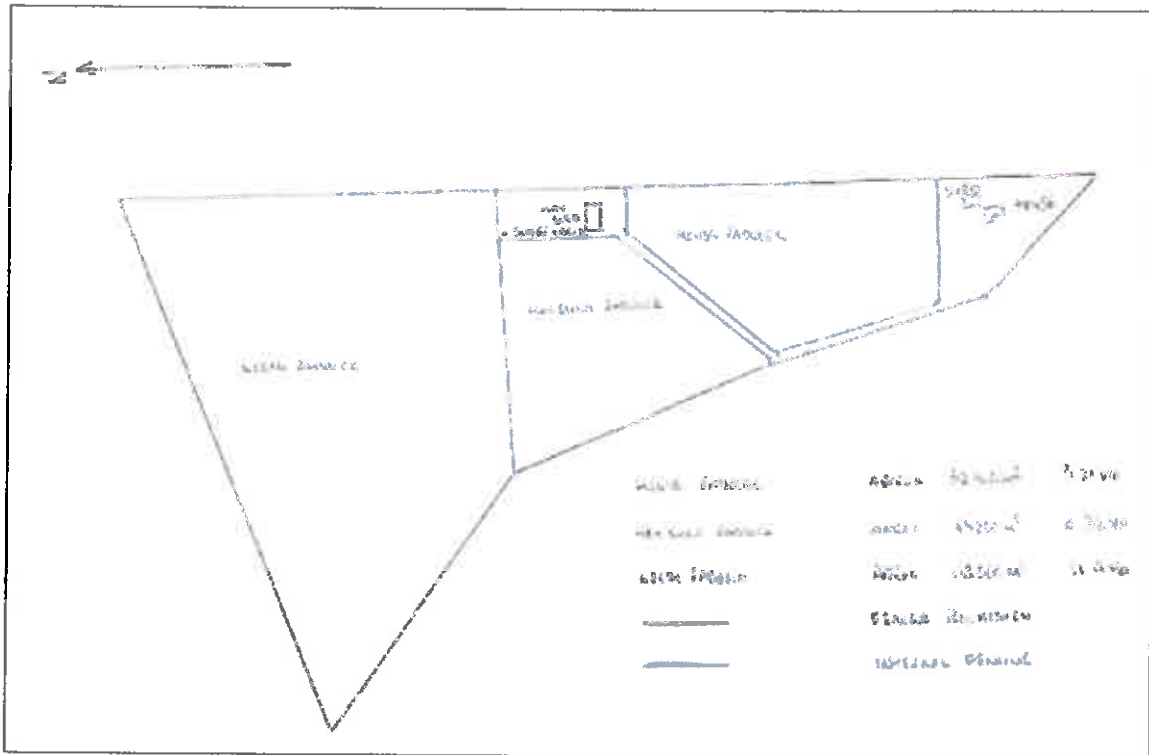


Figure 2: Site operational layout

Table 1: Key attributes of proposal and associated risk of odour impacts

Attribute	Details	Comment	Relevance to odour impacts from proposed egg farm
Total bird numbers	1,800	This is a very small farm in relation to typical intensive shed or barn laying farms which can have 20,000 or more birds in a shed	Proposal should have significantly lower odour emission rates than conventional poultry farms due to relatively small number of birds
Accommodation (hens)	In three chicken "caravans", each bordered by electric fencing to provide 2500 m <sup>2</sup> "cells" of pasture for hens to forage	Galvanised steel frame with cladding, two large doors on each side which lift horizontally on each side Mesh floor to promote ventilation and manure fall through	Open doors provide ventilation and shade for hens. Will also serve to dilute odours from manure inside the caravans during daytime Open doors promote wider ranging of hens compared to more enclosed, large scale sheds used in most free range egg or broiler farms Wider ranging birds promotes greater distribution of manure, assisting aerobic decomposition and odour reduction

Attribute	Details	Comment	Relevance to odour impacts from proposed egg farm
Total area of farm	7.53 ha	This provides more than adequate area for manure breakdown with the cell operational and rest periods	The relatively large area compared with low bird numbers will minimise potential for odour emissions from manure deposited on the property
Stocking density per cell	Three cells each of 600 hens per 2,500 m <sup>2</sup> cell	Equates to 0.24 hens per m <sup>2</sup> in a cell Free-range legislation requires maximum density of 1 hen per m <sup>2</sup>	Proposal is expected to have lower odour emission rates to a typical free range farm as a consequence of lower stocking density
Manure management	On average cells are rested after 14 days and new cells created. Rested cells are left for up to 90 days to allow manure to decompose and return nutrients to the pasture	Estimated manure build up under caravans is 20 mm over total 75 m <sup>2</sup> in 14 days. This equates to 1.45 m <sup>3</sup> of manure per cycle or 37.8 m <sup>3</sup> of manure per year Manure from caravans is spread over 7.53 ha providing a spreading rate of 5m <sup>3</sup> /ha/year, which falls well within NSW guidelines of 15 m <sup>3</sup> /ha/year	Poor manure management practices are the major source of odour from egg farms due to anaerobic decomposition which occurs in stockpile, releasing odorous nitrogen substances The proposed farming practice involves low rates of manure spreading from caravans, providing optimal conditions for aerobic decomposition to produce nutrients for pasture growth during rest periods, thereby significantly reducing risk of odour formation
Odour emissions from range areas	Odour emissions are minimised by the proposed farm design	The small number of birds proposed for the farm (1,800) provides a low risk of significant odour emissions Estimated manure build up over cells is 0.19mm in 14 days or a total of 7 m <sup>3</sup> /ha/year, well within NSW guidelines of 15 m <sup>3</sup> /ha/year Also, the manure management practices proposed will serve to minimise odour emissions from avoidance of anaerobic conditions which favour reduced nitrogen and sulphur species (e.g. hydrogen sulphide) formation The cycling of active cells and rest cells provides adequate time for manure to breakdown and return nutrients to the soil with low risk of anaerobic conditions that give rise to odour emissions	The proposed farming practice involves low rates of manure deposition in ranges Odour emission rates from large scale free range broiler farms (in the order of 25,000 birds) have been estimated in the order of 120-220 odour units per second (OU/s), which is at worst 0.85% of shed emission rates. <sup>6</sup> Similar odour emission from the proposal would be readily managed by natural atmospheric dispersion and dilution such that odour impacts at nearby sensitive receptors are highly unlikely to occur

<sup>6</sup> Rural Industries Research and Development Corporation (RIRDC), *Free Range Chickens – Odour Emissions and Nutrient Management*, RIRDC publication No 15/017, March 2015

Attribute	Details	Comment	Relevance to odour impacts from proposed egg farm
Odour emissions from caravans	Odour emissions are minimised by the proposed farm design	<p>The small number of birds proposed for the farm (1,800) provides a low risk of significant odour emissions</p> <p>The build-up of manure under the caravans has been estimated at 20 mm depth over 14 days</p>	<p>The relatively small build-up of manure will be readily managed by naturally occurring aerobic decomposition processes</p> <p>Odour rates for much larger farms (in the order of 25,000 birds) have estimated in the order of 20,000 to 80,000 OU/s. Odour rates for the proposal are expected to be far lower (in the order of 10 to 100 times less) due to the low numbers of birds and open design of caravans which promotes greater ranging and thus distribution of manure.</p> <p>Low odour emissions would be readily managed by natural atmospheric dispersion and dilution processes such that odour impacts at nearby sensitive receptors are highly unlikely to occur.</p>
Location of sensitive receptors	<p>The three closest residences are located at distances of 750 to 900 m from the property boundary of the proposal</p> <p>The properties are in directions likely to be subject to prevailing winds passing through the property of the proposal</p>	<p>Odour emissions arising from the proposal are likely to be dispersed with prevailing winds towards surrounding sensitive receptors for at least part of the year</p> <p>However, separation distances from the proposal to the nearest sensitive receptors are well over the 300 m distance recommended by DER for rural residential zones located nearby intensive poultry farms<sup>7</sup></p>	<p>Separation distances are expected to result in the limited odour emissions from the proposal being substantially dispersed and diluted by the time they reach the nearest sensitive receptors</p> <p>The separation distances from the proposal are expected to be more than adequate to provide protection from acceptable odour impacts at nearby sensitive receptors</p>

An assessment of odour impacts from an intensive free-range egg farm with 30,000 birds has shown odour impacts are limited to within 500 m from the farm<sup>8</sup>. That farm had considerably larger sheds for the birds to roost, which provided a significant accumulation of manure and localised source of odours compared with the proposal, which encourages greater ranging and thus distribution of manure. The nearest residence to the proposal is approximately 750 m to the north-west, which is comfortably outside the impact zone predicted for an intensive free-range farm accommodating approximately 17 times more birds.

<sup>7</sup> Department of Environment (WA), *Environmental Code of Practice for Poultry Farms in Western Australia*, May 2004

<sup>8</sup> The Odour Unit 2013, *Odour Impact & Dispersion Modelling Assessment of Proposed Free-Range Egg Layer Farm*. Supplementary Report v.2, January 2013 (for AAA Egg Company P/L)

## 4. Conclusions

The following conclusions are made in respect of the risk of odour impacts from the proposal:

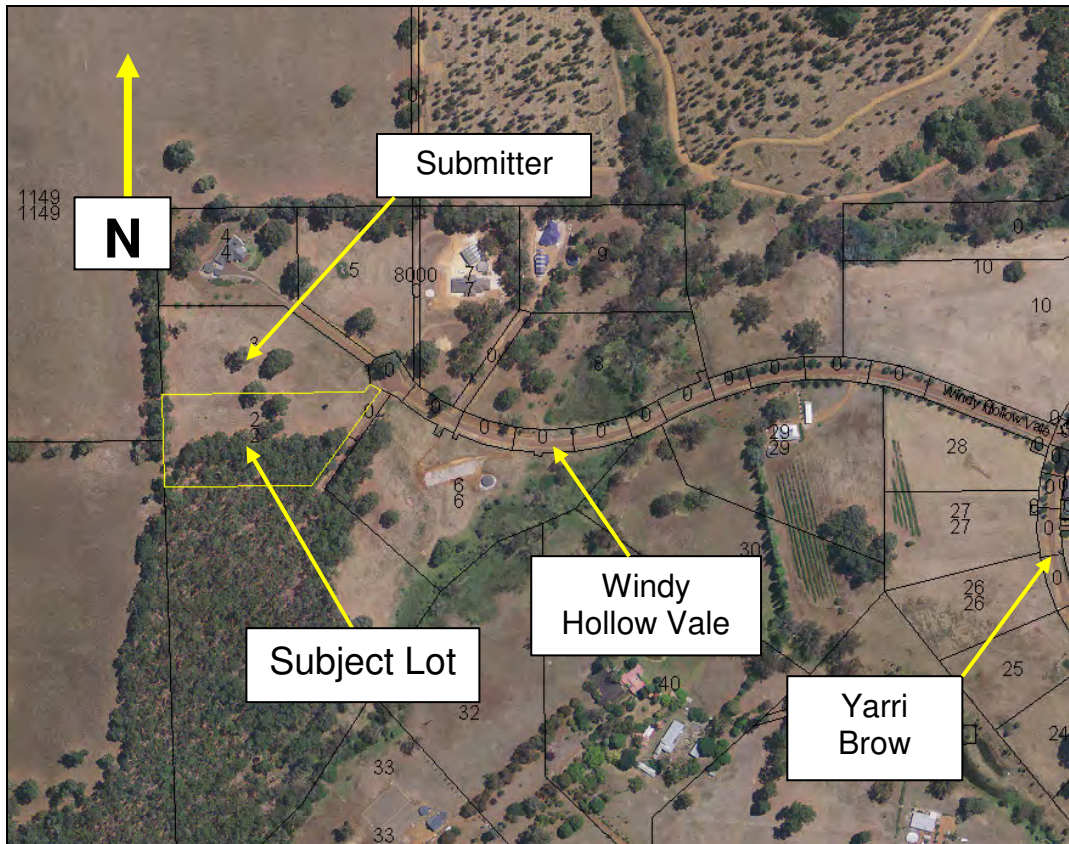
- the proposed number of birds (1,800) will generate a low rate of odour emissions
- the proposed layout and operational practices for the proposal will result in a low level of manure deposition in ranges and high level of manure spreading across the property and are expected to generate a low rate of odour emissions
- the separation distances between the proposal and nearby odour sensitive receptors (rural residences) are considerably greater than the guidelines developed to minimise odour emission impacts from considerably larger egg farm operations
- as such the risk of unacceptable odour impacts from the proposal is expected to be very low.

We trust the desktop odour assessment is satisfactory for the purposes of the Shire assessing the Development Application for the proposal.



Dr Peter Forster

Affiliate and Principal



**Proposed Building Envelope Extension and Single House –  
Lot 2 Windy Hollow Vale, Kangaroo Gully**

(Shire of Bridgetown-Greenbushes – Aerial Photograph February 2017)

X-Ref O-PA201725062.

Shire of Bridgetown-Greenbushes	
File No:	1446325
Document No:	1-CO 20174 7544
1-9 JUL 2017	
Officer	MP
Copy	

Walter Rosair  
 46 MARLOCK PLACE.  
 KANGAROO. 6176.  
 13/7/17

SCOTT DONALDSON.

Dear Sir

in regards to proposed building envelope extension located at lot 2 windy hollow road, Kangaroo Gully, As being the adjacent land owner at lot 3, I hereby forward the following submission. The building extension is being extended by 20 mtrs, from near fence line, which I have no objection too. As the adjacent land owner, I hereby apply that the building envelope be moved to the centre of the property, half of this distance, that being 10 mtrs, to the 20 mtrs. from near, to the right of fence line, boundary line as indicated with this letter.

In layman's terms, if the building extension brings forward the position of the dwelling which I have no problem with, that will bring the house closer to my future dwelling. I'm asking that the new building extension be positioned more to the centre of the property. Thankyou in regards to this matter

Walter Rosair

041 99 22 960



LOT 2

Latitude: 33°56'49"SS Longitude 116°10'57"0E

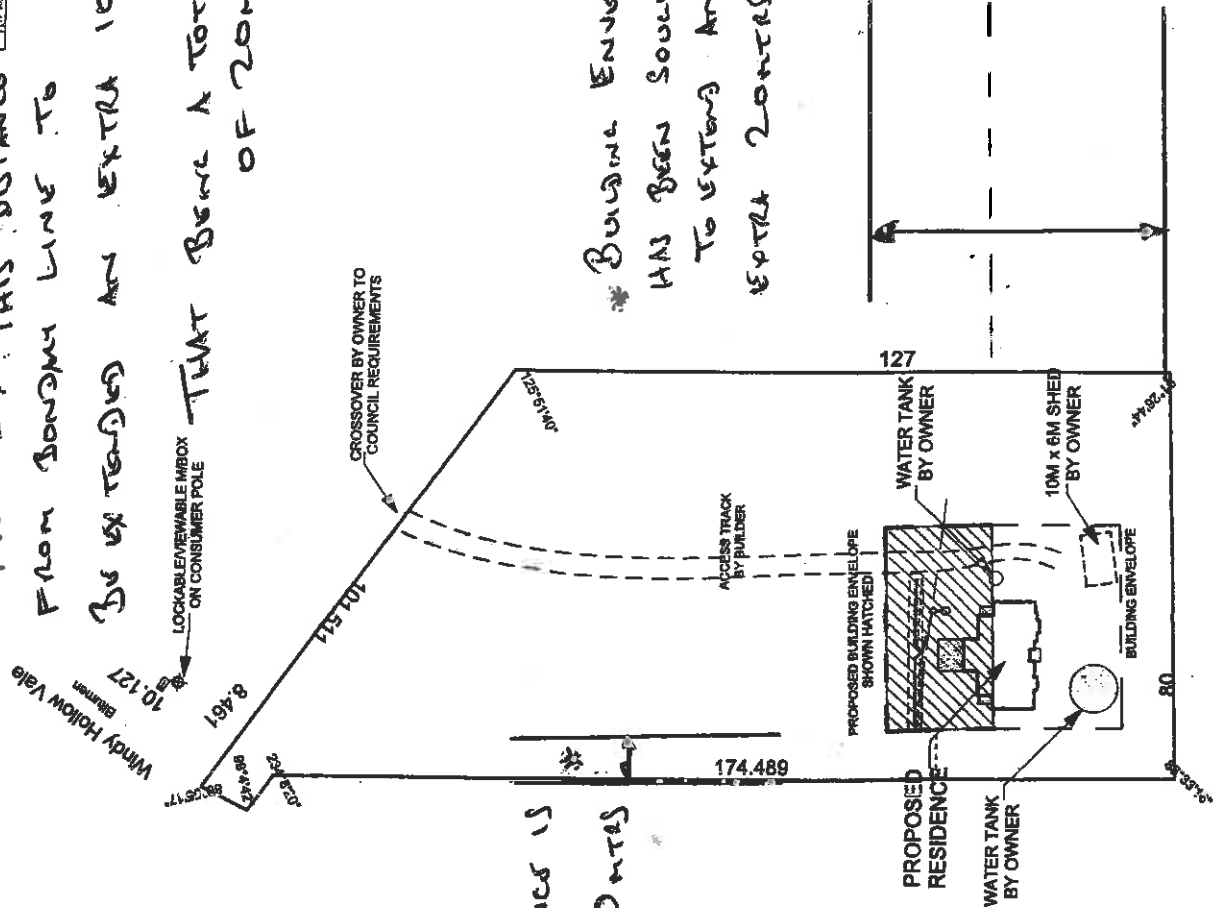
NOTE 1: THIS DISTANCE IS FROM BOUNDARY LINE TO THE UTILITY AS EXTRA 10 METRES

LOCKABLE RENEWABLE MIBOX ON CONSUMER POLE THAT BEING A TOTAL OF 20 METRES.

THIS DISTANCE IS CURRENTLY 10 METRES (NOTE 1)

\* BUILDING ENVELOPE HAS BEEN SOLICIT TO EXTEND AN EXTRA 20 METRES.

SECT	100
PLAN	100
LOT	100
AREA	100
PERMITS	100
UTILITY	100
ROAD	100
WATER	100
SEWER	100
POWER	100
TELEPHONE	100
POSTAL	100
ROAD	100
WATER	100
SEWER	100
POWER	100
TELEPHONE	100
POSTAL	100



**COUNTRY BUILDERS**

REV	VO #	DRN	ST	DATE	CHK	DTG
1	1	1	1	13/12/16	JA	JA
2	2	2	2	13/12/16	JA	JA
3	3	3	3	28/12/16	JA	JA
				19/06/17	JA	JA

Sub-contractors to verify all dimensions on site.

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT.

DATED: .....

OWNER WITNESS

OWNER WITNESS

BUILDER WITNESS

ANG SHEET N° 3 OF 3

SEWER: POTENTIAL SERVICE PLAN IN A COURT

Water Nil Sewer Nil

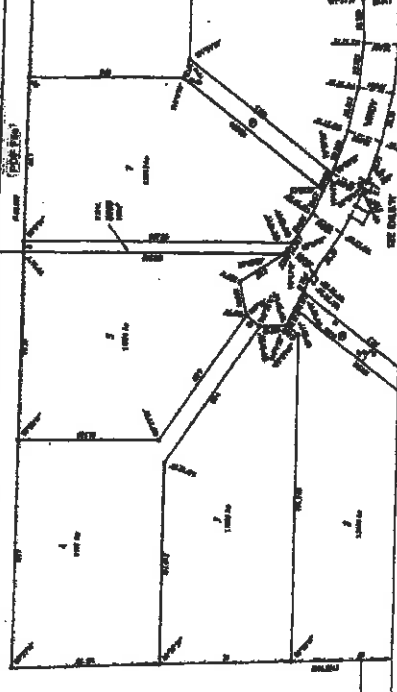
Elec. U/Ground

Gas Check Alinta Gas

Road Bitumen

Footpath Nil

Drainage Poor



CLIENT: Landsdowne

SITE SURVEY: LOT 2

COASTAL NO

Windy Hollow Vale

Suburb Kangaroo Gully

Loc. Auth. SHIRE OF BRIDGETOWN-GREENBUSSHES

D. Plan 55199 Volume 2688 Folio 908

Location Check Title

CONTRACT/JOB NO. 31543

MAP REF.

NOTE: BATHROOMS / SET-OUT DIMENSIONS MAY VARY ON SITE AT BUILDING OCCURRENCE. SEWER / DRAINAGE MAY VARY FROM SCHEMATIC PRESENTATION / CHECK MAINLINE CLEARANCE, NETWORK (NOT INCLUDED IN CONTRACT) - REPAIRS OWNERS RESPONSIBILITY. THIS SURVEY DOES NOT GUARANTEE THE LOCATION OF BOUNDARY PEGS OR FENCES. CHECK TITLE FOR EASEMENTS / COVENANTS ETC.

87, 89 Guthrie Street, Osborne Park, Western Australia  
 Telephone: (08) 9448 7551 Facsimile: (08) 9448 2996  
 Email: info@cottrage.com.au  
 Website: www.cottrage.com.au  
 JINC: 408434 Drawn: C. Bull

**COTTRAGE & ENGINEERING SURVEYS**

Licensed Surveyors

Locality Plan

Not to Scale Date: 08 Nov 16

A46325

**Scott Donaldson**

**From:** Lansdowne, Bruce (RTIO) <Bruce.Lansdowne@riotinto.com>  
**Sent:** Thursday, 9 March 2017 12:47 PM  
**To:** Scott Donaldson  
**Cc:** kurt.mentlein@wacountrybuilders.com.au; melissa.lansdowne  
(melissa.lansdowne@bigpond.com)  
**Subject:** lot 2 Windyvale Windyhollow  
**Attachments:** 31543A.PDF; 31543b.pdf; 31543c.pdf; XWF~0000.pdf

Dear Scott,

Please find the attached site plan that shows the current building envelope and also the proposed extended building envelope.

We are hoping to increase the building envelope by 20m to the East. We feel we need to increase the building envelope for the following reasons;

- To allow us to have a space for parking to the rear of the home and possibly in the future build a free standing carport within the building envelope
- With the current building envelope and site set out of the house, shed, water tank and septic system, we will not be able to safely drive around the rear of the home between the earthworks of the shed and house. We would need to drive dangerously close to a 2.5m cut for the house earthworks.
- With an increase building envelope we will be able to site the house and shed with the contours of the land thus cutting down on the cut and fill required and having less impact on the natural state of the land.

We hope you will consider our request to extend our building envelope favourably based on the above reasons. If you have any queries or require any further information, please don't hesitate to contact me.

Regards,

**Bruce Lansdowne**

**Emergency Services Supervisor(acting) - Greater Brockman Operations**  
Emergency Services, Aviation and Business Resilience & Recovery

**Rio Tinto**

**Brockman 4 Operations**

PMB 9 Tom Price

Western Australia 6751

T: (08) 91886214 M: 0408 914 761 F: (08) 918 89010

[Bruce.lansdowne@riotinto.com](mailto:Bruce.lansdowne@riotinto.com) <http://www.riotinto.com>

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**DISCLAIMER:**  
Let boundaries shown on a survey are shown on this plan. The surveyor does not warrant the accuracy or other interests not shown on plan. Includes this search and as such the surveyor will not be held responsible for any errors or omissions which may affect building on the property.  
Survey done for foundation verification of existing building. All features and levels shown are based on the survey. The surveyor is not responsible for any errors or omissions which may affect building on the property.  
The surveyor is not responsible for any errors or omissions which may affect building on the property.  
The surveyor is not responsible for any errors or omissions which may affect building on the property.

<b>NOTE:</b> MISCELLANEOUS
<b>NOTE:</b> MISCELLANEOUS
<b>LOT MISCLOSE</b> 0.001 m
<b>SOIL DESCRIPTION</b> Gravel / Clay (sand) / Rock (B) / Sand (S) / Clay (C) / Silt (M) / Loam (L) / Peat (P) / Other (O) / Other (O) /

**QUEDJINUP RETREAT**  
**SINGLE STOREY**  
NOISE # 4883  
**COPYRIGHT**  
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**SOUTHWEST BUNBURY**  
Unit 17 HomeMaker Centre  
Cnr Rika & Spindlers Streets, Bunbury, W.A. 8230.  
Telephone: (08) 9792 0100.  
P.O. Box 451, Bunbury, W.A. 8231.  
www.countrybuilders.com.au

REV	NO	DATE	CHK
1	15/07/16	DT	DT
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39	15/07/16	DT	DT
40	15/07/16	DT	DT
41	15/07/16	DT	DT
42	15/07/16	DT	DT
43	15/07/16	DT	DT
44	15/07/16	DT	DT
45	15/07/16	DT	DT
46	15/07/16	DT	DT
47	15/07/16	DT	DT
48	15/07/16	DT	DT
49	15/07/16	DT	DT
50	15/07/16	DT	DT

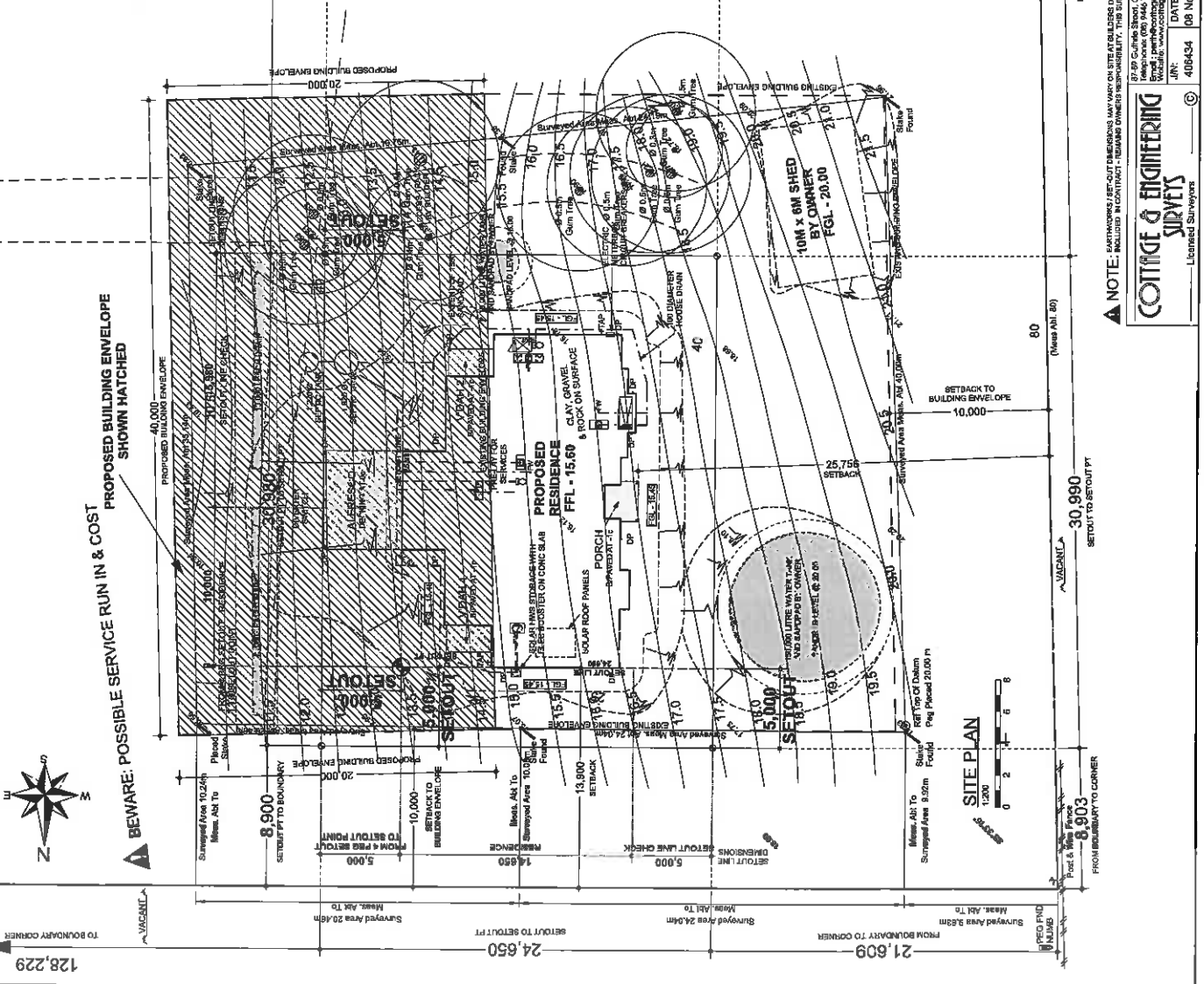
**FINAL PLANS**  
Sub-owners to verify all dimensions on site.  
OWNER: .....  
WITNESS: .....  
OWNER: .....  
WITNESS: .....  
BUILDER: .....  
WITNESS: .....  
CLIENT: **B.B. & M.A. LANSLOWNE**  
ADDRESS: **LOT 2 WINDY HOLLOW VALE, BRIDGETOWN.**

<b>NOTE:</b> SEPTIC TANKS AND LEACH DRAINS TO SHIRE REQUIREMENTS	11.600
<b>DIAGRAMMATIC REPRESENTATION ONLY</b>	0.800
<b>SEPTIC CALCULATIONS</b>	-0.150
<b>GROUND LEVEL AT LEACH DRAIN</b>	0.622
<b>INVERT LEVEL (M-0.150)</b>	33.372
<b>HEAD ALLOWANCE</b>	
<b>MINIMUM LOGGABLE LEVEL</b>	

LOCATION	AREA
DRIVEWAY	30.15
PORCH	4.28
WATER TANK	2.27
WATER TANK	48.38

**NOTE:**  
OWNER TO PROVIDE THE FOLLOWING:  
• WATER TANK SAND PAD.  
• WATER TANK & PRESSURE PUMP.  
• WATER MAIN FROM WATER TANK TO RESIDENCE.  
• SERVICE TRENCH INCLUDING BACKFILLING.  
• CONNECTION OF DOWNPIPES TO PVC STORAGE WATERPIPES AND BLUE METAL OR ROCK BASE TO THE WATER TANK TO PREVENT POSSIBLE EROSION OF THE SAND.  
• SEE LOCATION PLAN SHEET 7.  
• OWNER TO REMOVE ALL TREES WITHIN THE BUILDING ENVELOPE.

**NOTE: WATER TANK BY OWNER**  
OWNER TO PROVIDE THE FOLLOWING:  
• WATER TANK SAND PAD.  
• WATER TANK & PRESSURE PUMP.  
• WATER MAIN FROM WATER TANK TO RESIDENCE.  
• SERVICE TRENCH INCLUDING BACKFILLING.  
• CONNECTION OF DOWNPIPES TO PVC STORAGE WATERPIPES AND BLUE METAL OR ROCK BASE TO THE WATER TANK TO PREVENT POSSIBLE EROSION OF THE SAND.  
• SEE LOCATION PLAN SHEET 7.  
• OWNER TO REMOVE ALL TREES WITHIN THE BUILDING ENVELOPE.



**BEWARE: POSSIBLE SERVICE RUN IN & COST**  
**PROPOSED BUILDING ENVELOPE SHOWN HATCHED**

**NOTE:**  
OWNER TO PROVIDE THE FOLLOWING:  
• WATER TANK SAND PAD.  
• WATER TANK & PRESSURE PUMP.  
• WATER MAIN FROM WATER TANK TO RESIDENCE.  
• SERVICE TRENCH INCLUDING BACKFILLING.  
• CONNECTION OF DOWNPIPES TO PVC STORAGE WATERPIPES AND BLUE METAL OR ROCK BASE TO THE WATER TANK TO PREVENT POSSIBLE EROSION OF THE SAND.  
• SEE LOCATION PLAN SHEET 7.  
• OWNER TO REMOVE ALL TREES WITHIN THE BUILDING ENVELOPE.

**NOTE:**  
OWNER TO PROVIDE THE FOLLOWING:  
• WATER TANK SAND PAD.  
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• SEE LOCATION PLAN SHEET 7.  
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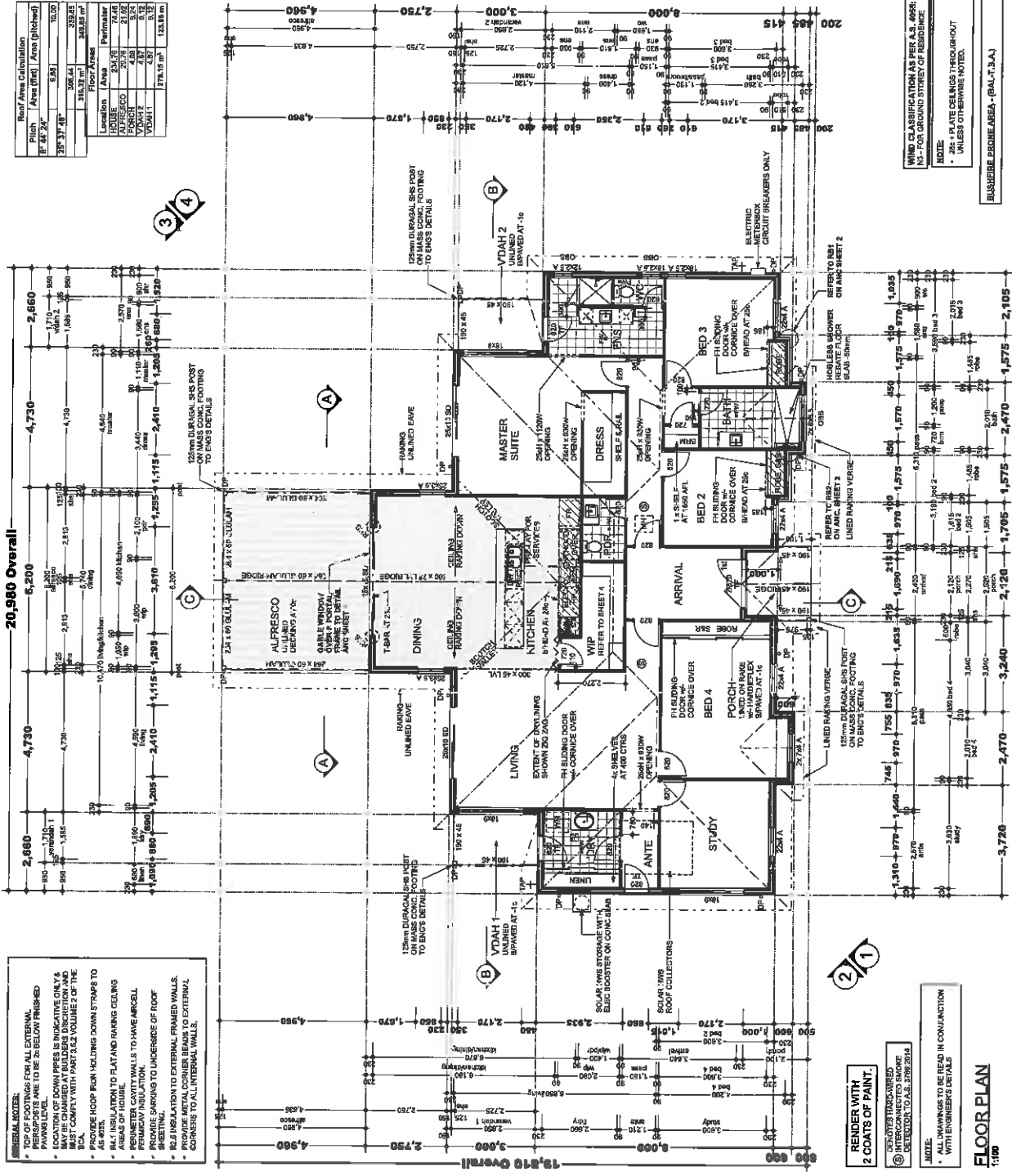
**NOTE:**  
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• SEE LOCATION PLAN SHEET 7.  
• OWNER TO REMOVE ALL TREES WITHIN THE BUILDING ENVELOPE.

**COTTAGE & ENGINEERING SURVEYS**  
Licensed Surveyors  
D:\P1055159  
6 OF 7  
31543 BNB  
6 23/08/17  
Builder: MA Country Builders SW  
Client: Lansdowne  
Lot 2 Windy Hollow Vale, Kangaroo Gully  
Scale: 1:200  
Date: 08 Nov 15  
Drawn: C. Bull  
D:\P1055159

Roof Area Calculation		
Pitch	Area (sq ft)	Area (sq ft)
12:12	10,000	10,000
3:12	1,000	1,000
Total Area		11,000

Location	Area (sq ft)	Perimeter (ft)
ALFRESCO	25.76	21.00
DINING	10.00	10.00
KITCHEN	10.00	10.00
LIVING	10.00	10.00
STUDY	10.00	10.00
ANTHONY	10.00	10.00
VPDAH 1	10.00	10.00
VPDAH 2	10.00	10.00
VPDAH 3	10.00	10.00
VPDAH 4	10.00	10.00
VPDAH 5	10.00	10.00
VPDAH 6	10.00	10.00
VPDAH 7	10.00	10.00
VPDAH 8	10.00	10.00
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VPDAH 16	10.00	10.00
VPDAH 17	10.00	10.00
VPDAH 18	10.00	10.00
VPDAH 19	10.00	10.00
VPDAH 20	10.00	10.00
VPDAH 21	10.00	10.00
VPDAH 22	10.00	10.00
VPDAH 23	10.00	10.00
VPDAH 24	10.00	10.00
VPDAH 25	10.00	10.00
VPDAH 26	10.00	10.00
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VPDAH 96	10.00	10.00
VPDAH 97	10.00	10.00
VPDAH 98	10.00	10.00
VPDAH 99	10.00	10.00
VPDAH 100	10.00	10.00



**GENERAL NOTES:**

- 1. REFER TO ALL EXTERNAL PERSPICUOUS AREAS TO BE BELOW FINISHED PAINT LEVEL.
- 2. LOCATION OF DOWNPIPES IS INDICATIVE ONLY & MUST COMPLY WITH PART 3.2.3 VOLUME 2 OF THE B.C.A. CODE.
- 3. USE HOOP RIG FOR HANGING DOWN STRAPS TO CEILING.
- 4. INSULATION TO FLAT AND RAINING CEILING AREAS OF ROOF.
- 5. RAINING DOWN STRAPS TO HAVE AIRCELL INSULATION TO UNDERSIDE OF ROOF SHEETING.
- 6. INSULATION TO EXTERNAL FRAMED WALLS.
- 7. MAKE SURE ALL CORNER BEAMS TO EXTERNAL CORNERS TO ALL INTERNAL WALLS.

**RENDER WITH 2 COATS OF PAINT.**

① DOWNPIPS TO BE IN CONJUNCTION WITH ENGINEER'S DETAILS.

**FLOOR PLAN 1/100**

**WIND CLASSIFICATION AS PER A.S. 4001:**  
 WIND SPEED CATEGORY 2  
 WIND EXPOSURE CATEGORY 2

**NOTE:**  
 \* SEE LATE CEILING THROUGHOUT UNLESS OTHERWISE NOTED.

**BUSHBERG PROMISE AREA - (BAL, T, 3.A)**

**QUEDJINUP RETREAT**  
**SINGLE STOREY**

© COPYRIGHT MODEL NO. 4883

**COUNTRY BUILDERS**

**SOUTHWEST BUNBURY**

Unit 7 HomeMaker Centre  
 4883 Main Street, Bunbury, W.A. 6230.  
 Telephone: (08) 9702 0100.  
 P.O. Box 451, Bunbury, W.A. 6231.

**FINAL PLANS**

DATED: 12/10/17

OWNER: WITNESS

OWNER: WITNESS

BUILDER: WITNESS

CLIENT: **B.B. & M.A. LANSWDOWNE**  
 ADDRESS: **LOT 2 WINDY HOLLOW VALE, BRIDGETOWN.**

REV NO # DTN DATE CHK

1 1 15/10/17 JA

2 1 15/10/17 JA

3 1 15/10/17 JA

4 1 15/10/17 JA

5 1 15/10/17 JA

6 1 15/10/17 JA

Sub-contractors to verify all dimensions on site.

SHEET NO. 1 OF 7

JOB NO. 31543 BNB

REVISION DATE: 23/08/17

QUEDJINUP RETREAT  
 SINGLE STOREY  
 PROJECT NO. 4883

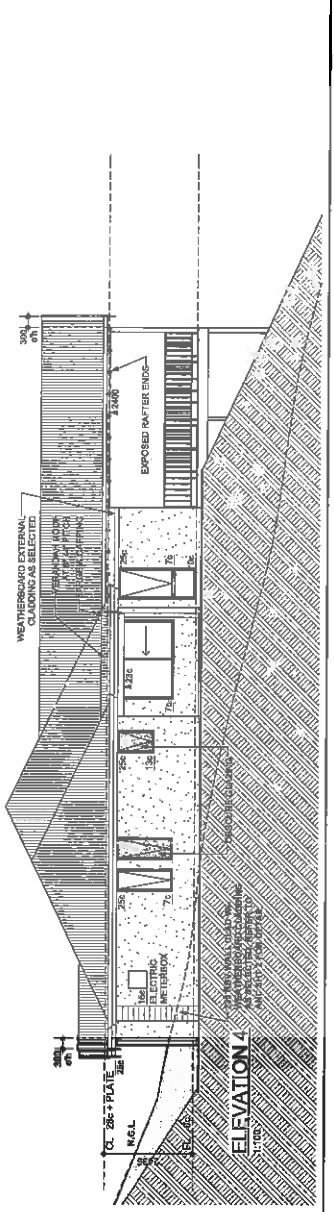
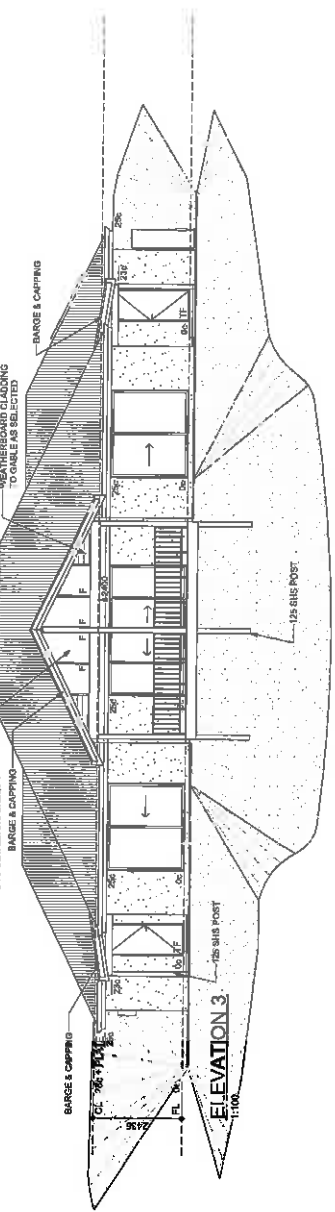
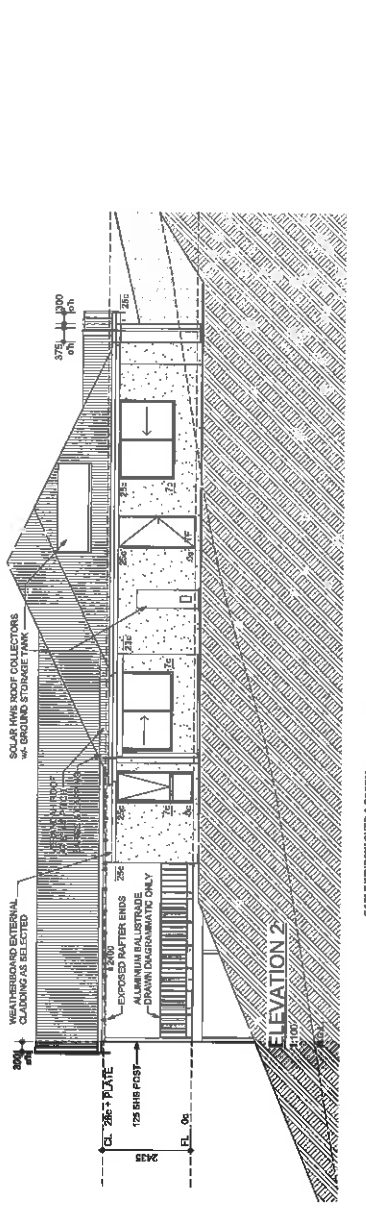
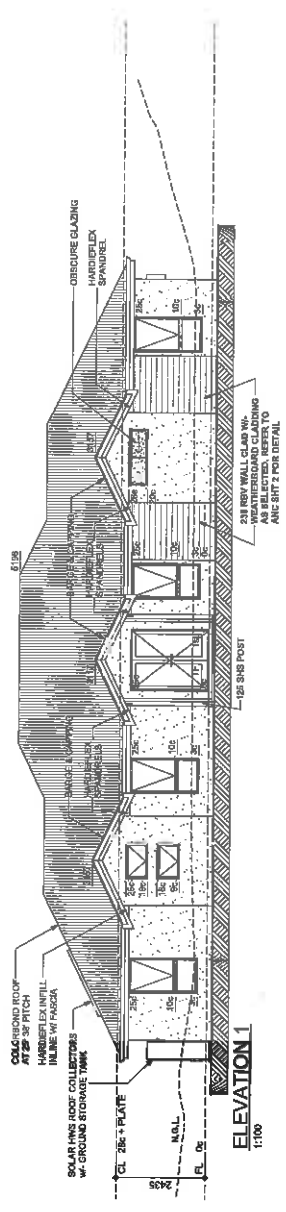
**COUNTRY BUILDERS**  
 SOUTHWEST BUNBURY  
 UNIT 7 Homemaker Centre  
 141/143 Stirling Street, Bunbury, W.A. 8230.  
 Telephone: (08) 9702 6100.  
 Fax: (08) 9702 6101  
 P.O. Box 451, Bunbury, W.A. 8231.

REV	VO F	ST	DATE	CHK
1	Struct	DT	13/12/15	J.A.
2	Struct	DT	13/12/15	J.A.
3	Building	CLS	10/01/17	J.A.
4	Project	DMK	20/01/17	J.A.
5	Site	RP	20/01/17	RP
6	Site	RP	20/01/17	RP

**FINAL PLANS**  
 DATED: 10/01/17  
 OWNER: WITNESS  
 OWNER: WITNESS  
 BUILDER: WITNESS

CLIENT:  
 B. B. & M.A. LANSDOWNE  
 ADDRESS:  
 LOT 2  
 WINDY HOLLOW VALE,  
 BRIDGETOWN.

SHEET: 2 OF 7  
 JOB #: 31543 BNB  
 REVISION: 6  
 DATE: 23/08/17





# Bushfire Attack Level Assessment Report

Prepared by a BPAD Accredited Practitioner



The Practitioner Association Australia Life Property Environment



## AS 3959 BAL Assessment Report

This report has been prepared by an Accredited BPAD Practitioner using the Simplified Procedure (Method 1) as detailed in Section 2 of AS 3959 – 2009 (Incorporating Amendment Nos 1, 2 and 3). FPA Australia makes no warranties as to the accuracy of the information provided in the report. All enquiries related to the information and conclusions presented in this report must be made to the BPAD Accredited Practitioner.



### Property Details and Description of Works

Address Details	Unit no	Street no	Lot no	Street name / Plan Reference		
			2	Windy Hollow Vale		
Local government area	Suburb			State	Postcode	
	Kangaroo Gully			WA	6255	
Main BCA class of the building	Class 1a		Use(s) of the building	Habitable Dwelling		
Description of the building or works	Construction of a new dwelling					

### Report Details

Report / Job Number 0717	Report Version B	Assessment Date 22 June 2017	Report Date 22 August 2017
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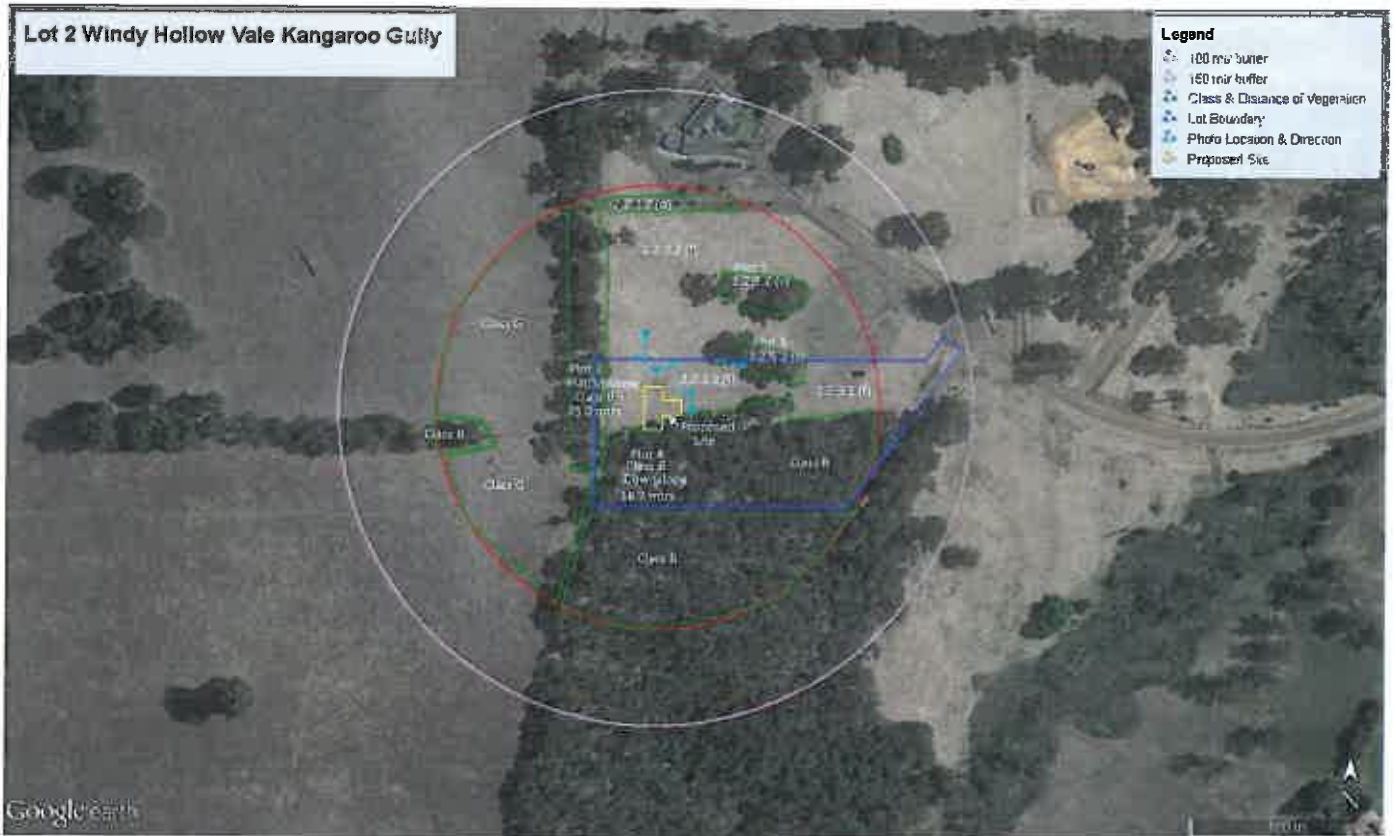
### BPAD Accredited Practitioner Details

<b>Name</b> Neill Thompson BPAD 36648  <b>Company Details</b> Bushfire Solutions South West Mobile: 0447 395 173 E: neill@bushfiresolutionsouthwest.com.au   <b>BUSHFIRE SOLUTIONS SOUTH WEST</b>	<div style="border: 1px solid black; padding: 5px;"> <p>I hereby declare that I am a BPAD accredited bushfire practitioner.</p> <p>Accreditation No. 36648</p> <p>Signature </p> <p>Date 22 August 2017</p> </div> <p style="text-align: right;"><i>Authorised Practitioner Stamp</i></p>
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Reliance on the assessment and determination of the Bushfire Attack Level contained in this report should not extend beyond a period of 12 months from the date of issue of the report. If this report was issued more than 12 months ago, it is recommended that the validity of the determination be confirmed with the Accredited Practitioner and where required an updated report issued.

Site Assessment & Site Plans

The assessment of this site / development was undertaken on 22 June 2017 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959 - 2009 Simplified Procedure (Method 1).



Google Maps 2016



## Vegetation Classification

All vegetation within 100m of the site / proposed development was classified in accordance with Clause 2.2.3 of AS 3959-2009. Each distinguishable vegetation plot with the potential to determine the Bushfire Attack Level is identified below.

<b>Photo ID:</b>	<b>P1</b>	<b>Plot:</b>	<b>1 East</b>
<b>Vegetation Classification or Exclusion Clause</b>			
Excludable - 2.2.3.2(c) Multi Areas < 0.25Ha			
<b>Description / Justification for Classification</b>			
Downslope >5 to 10 degrees			
Excluded 2.2.3.2 (c)			



<b>Photo ID:</b>	<b>P2</b>	<b>Plot:</b>	<b>2 West</b>
<b>Vegetation Classification or Exclusion Clause</b>			
Class B Woodland - Woodland B-05			
<b>Description / Justification for Classification</b>			
Flat/Upslope			
Trees 10-30 mtrs high: 10-30% foliage cover.			
Understorey low trees to tall shrubs, grasses.			
Separation Distance: 25.0 mtrs			



<b>Photo ID:</b> P3	<b>Plot:</b> 3 N/East
<b>Vegetation Classification or Exclusion Clause</b>	
Excludable - 2.2.3.2(c) Multi Areas < 0.25Ha	
<b>Description / Justification for Classification</b>	
Downslope >0 to 5 degrees	
Excluded 2.2.3.2 (c)	



<b>Photo ID:</b> P4	<b>Plot:</b> 4 South
<b>Vegetation Classification or Exclusion Clause</b>	
Class B Woodland - Woodland B-05	
<b>Description / Justification for Classification</b>	
Downslope >0 to 5 degrees	
Trees 10-30 mtrs high: 10-30% foliage cover.	
Understorey low trees to tall shrubs, grasses.	
Separation Distance: 18.2 mtrs	



## Relevant Fire Danger Index

The fire danger index for this site has been determined in accordance with Table 2.1 or otherwise determined in accordance with a jurisdictional variation applicable to the site.

### Fire Danger Index

FDI 40

Table 2.4.5

FDI 50

Table 2.4.4

FDI 80

Table 2.4.3

FDI 100

Table 2.4.2

## Potential Bushfire Impacts

The potential bushfire impact to the site / proposed development from each of the identified vegetation plots are identified below.

Plot	Vegetation Classification	Effective Slope	Separation (m)	BAL
Plot 1	Excludable – Clause 2.2.3.2(c)	Downslope >5 to 10 degrees	N/A	BAL – LOW
Plot 2	Class B Woodland	Flat/Upslope	25.0 mtrs	BAL – 19
Plot 3	Excludable – Clause 2.2.3.2(c)	Downslope >0 to 5 degrees	N/A	BAL – LOW
Plot 4	Class B Woodland	Downslope >0 to 5 degrees	18.2 mtrs	BAL – 29

Table 1: BAL Analysis

## Determined Bushfire Attack Level (BAL)

The Determined Bushfire Attack Level (highest BAL) for the site / proposed development has been determined in accordance with clause 2.2.6 of AS 3959-2009 using the above analysis.

Determined Bushfire Attack Level

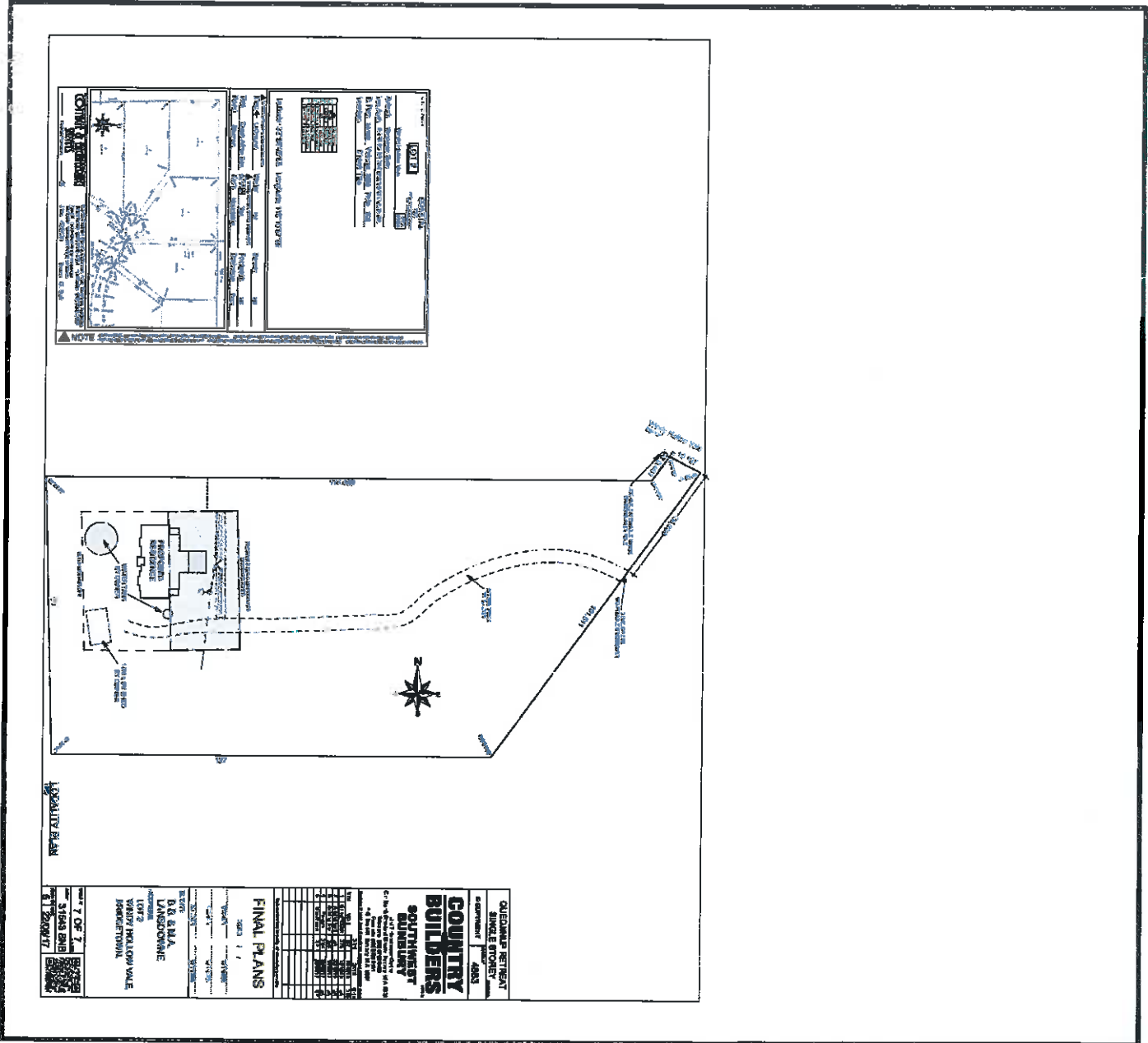
**BAL – 29**

## Appendix 1: Plans and Drawings

Plans and drawings relied on to determine the bushfire attack level

Drawing / Plan Description Site Plan

Job Number	Revision	Date of Revision
------------	----------	------------------



## Appendix 2: Additional Information / Advisory Notes

The owner has cleared and reduced vegetation on the Southern aspect.

All trees around the APZ will require ongoing maintenance and pruning, and have a vertical to ground clearance of 2 mtrs.

No branches or tree crown canopies are to be overhanging the roof space of the dwelling.  
The ground fuel will require maintaining, to minimise any future risk.

All grasses are to be managed, and kept and maintained to a maximum height of 100 mm.

The property when completed will still need to follow the Shire of Bridgetown-Greenbushes, Firebreak and Fuel Hazard Reduction Notice 2016/17.

Bush fire hazard can be altered by reducing fuel loads in bush areas, by modifying fuel zones, removing understorey vegetation and leaf litter by chemical or mechanical means or by control burning. Providing adequate separation between the vegetation and the building is strongly recommended for all new homes.

### **Statement:**

I have taken all reasonable steps to ensure that the information provided in this assessment, is accurate and supports the conditions on and around the site, and the corresponding lot, on the date of this assessment.

This does not guarantee that a building will not be destroyed or damaged by a bushfire. This assessment for the proposed new dwelling is made in good faith based on the information available to the bushfire consultant at the time of the assessment. Notwithstanding, the bushfire consultant or Local Government authority will not, except as may be required by law, be liable for any loss or other consequences whether due to negligence arising out of the services rendered by the bushfire consultant or Local Government authority.

Note: Any new plantings of vegetation, or a failure to maintain the properties requirements for fuel loading maintenance, can and will change the BAL rating significantly.

It is the owner's responsibility to maintain fuels and vegetation's, in accordance to the Shire of Bridgetown-Greenbushes Annual Fire Break Notice.

The BAL and the corresponding Sections for specific construction requirements are listed in the table below:

Bushfire Attack Levels Table

Bushfire Attack Level (BAL)	Classified Vegetation within 100m of the site heat flux exposure thresholds	Description of predicted bushfire attack and levels of exposure	Construction Section
BAL – LOW		There is insufficient risk to warrant specific construction requirements. DFES recommend ember protection where possible to limit the risk of fire attack	4
BAL – 12.5	$\leq 12.5 \text{ kW/m}^2$	Ember attack	3 and 5
BAL – 19	$> 12.5 \text{ kW/m}^2$ $\leq 19 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux	3 and 6
BAL – 29	$> 19 \text{ kW/m}^2$ $\leq 29 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux	3 and 7
BAL- 40	$> 29 \text{ kW/m}^2$ $\leq 40 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux with the increased likelihood of exposure to flames	3 and 8
BAL-FZ	$> 40 \text{ kW/m}^2$	Direct exposure to flames from fire front in addition to heat flux and ember attack	3 and 9

**Note:**

As per the Shire of Bridgetown-Greenbushes Firebreak and Fuel Hazard Reduction Notice 2016/17  
All other Standards apply.

An APZ is an area surrounding a building that is managed to reduce the bushfire hazard to an acceptable level.

The width of the required APZ varies with slope and vegetation.

The APZ should at a minimum be of sufficient size to ensure the potential radiant heat impact of a fire does not exceed 29kW/m<sup>2</sup> (BAL-29). It should be lot specific.

The APZ should be contained solely within the boundaries of the lot on which the building is situated, except in instances where the neighbouring lot or lots will be managed in a low-fuel state on an ongoing basis, in perpetuity.

It is the responsibility of the landowner/proponent to maintain their APZ in accordance with Schedule 1 'Standards for Asset Protection Zones'.

## Schedule 1: STANDARDS FOR ASSET PROTECTION ZONES

**Fences:** within the APZ are constructed from non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used.

**Objects:** within 10 metres of a building, combustible objects must not be located close to the vulnerable parts of the building i.e. windows and doors.

**Fine Fuel load:** combustible dead vegetation matter less than 6 millimetres in thickness reduced to and maintained at an average of two tonnes per hectare.

**Trees (> 5 metres in height):** trunks at maturity should be a minimum distance of 6 metres from all elevations of the building, branches at maturity should not touch or overhang the building, lower branches should be removed to a height of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy.

**Shrubs (0.5 metres to 5 metres in height):** should not be located under trees or within 3 metres of buildings, should not be planted in clumps greater than 5m<sup>2</sup> in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres.

**Shrubs greater than 5 metres in height** are to be treated as trees. **Ground covers (<0.5 metres in height):** can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of a structure, but 3 metres from windows or doors if greater than 100 millimetres in height.

**Ground covers greater than 0.5 metres in height** are to be treated as shrubs.

**Grass:** should be managed to maintain a height of 100 millimetres or less.

## References

Shire of Bridgetown-Greenbushes Firebreak and Fuel Hazard Reduction Notice 2016/17

WA Planning Commission: Standards for Asset Protection Zones

Google Maps 2016

Standards Australia AS3959 (2009) Construction of buildings in bushfire prone areas.



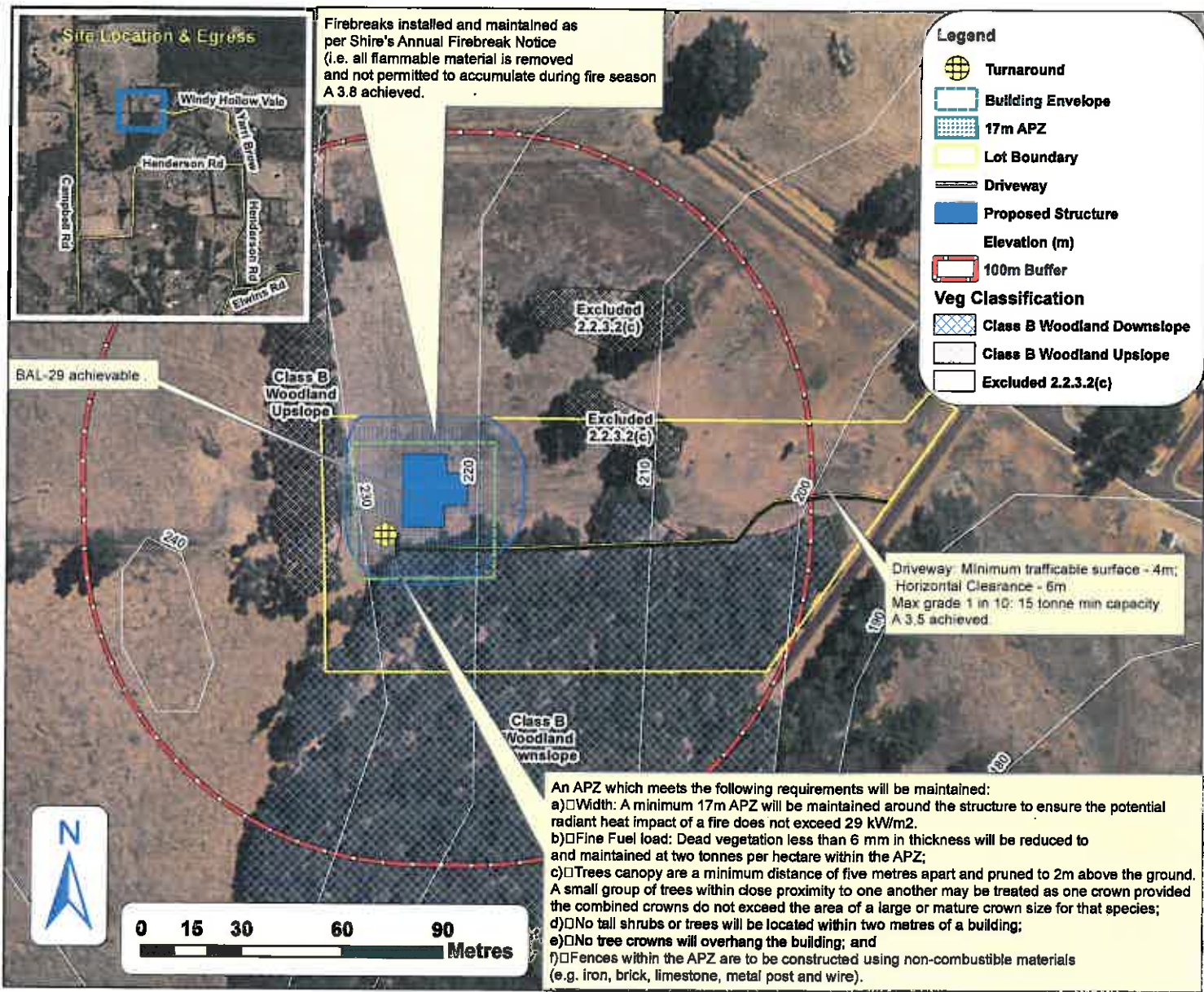
# Bushfire Management Statement

Property - Lot 2 Windy Hollow Vale. Kangaroo Gully

Landowner - B & M Landsdowne

Development - New Class 1a Dwelling to be constructed on lot.

This statement demonstrates how the proposed residence can and will comply with the criteria of the Guidelines for Planning in Bushfire Prone Areas V1.1 (WAPC, 2017).



## Element 1 – Location

The intent of this element is achieved where the development is located on an area where the bushfire hazard will be assessed as moderate or low, OR a BAL-29 or below assessment is made. BAL Assessment attached confirms BAL-29 is achieved. A1.1 is achieved.

## Element 2 - Siting and Design

To achieve this element, an asset protection zone must be achieved so that the site is not exposed to a radiant heat of above 29kW/m<sup>2</sup>. This can be achieved with management of an APZ to 17 m as stated above. A 2.1 APZ is achieved.

## Element 3 - Vehicular Access

The site is accessed via the public road system along Windy Hollow Vale, which is a cul de sac. While Windy Hollow Vale is in excess of 200m, this lot is a legacy of previous planning decisions and as such, A 3.1, A3.2 & A 3.3 are satisfied. The site has access and egress from the site to the east onto Yarli Brow and then onto Henderson Rd west onto Campbell Rd which can allow north and south egress, OR continue south on Henderson Rd to Elwins Rd, and egress east or west, away from the extreme fire hazards. Intent and performance principle of this element can be achieved for a BAL assessment through the local road network, which will allow for a 3.4 appliance and a vehicle. A 3.6 & A 3.7 are not applicable. A 3.4, A3.5 & A 3.8 is addressed above.

## Element 4 - Water Sources

Fire services require quick and ready access to and adequate water supplies during fire emergencies. The intent of this element is to ensure that water is available to the development to enable people, property and infrastructure to be defended from bushfire. The performance principle is to ensure that the development is provided with a permanent and secure water supply that is sufficient for firefighting purposes. Any dwellings that are proposed to be constructed within the Site will provide a potable water supply from a water tank with a minimum capacity of 135,000 Litres as specified by the Shire of Bridgetown Greenbushes TPS. A 50,000 litre strategic water tank is within the development, adjacent to RSN 42 on Yarli Brow. This is ~ 850m from the dwelling. There is also a Stand Pipe on Windy Hollow Vale approximately 600m from the proposed dwelling.

<b>ACCESS AND INCLUSION COMMITTEE</b>				
<b>Wednesday June 21, 2017</b>				
<b>Library Meeting Room</b>				
<b>Agenda No.</b>	<b>Item</b>	<b>Discussion/Outcome</b>	<b>Action By</b>	<b>Expected Completion</b>
<b>1</b>	<b>Present</b>	Clare Quinn (Committee Chair, Community Member) Jana Mayhew (Community Member) Harold Thomas (Community Member), Councillor Doreen Mackman, Joan Leader (Community Member), Jesse Donovan (Community Member), Bronwyn Mitchell (Community Member) and Megan Richards (Grants and Services Manager)		
	<b>Visitors</b>			
	<b>Open Meeting</b>	Meeting 10:10		
	<b>Apologies</b>	Helen Gales (Red Cross), Ursula Wade (Community Member), Tiffany Wakeham (Silver Chain) Councillor Alan Wilson,		
<b>Business</b>				
<b>2.1</b>	<b>Acceptance of Minutes</b>	<i>D Mackman/H Thomas</i>  <i>That the minutes from the previous meeting be accepted as a true and accurate record</i>		
<b>3</b>	<b>Business Arising</b>	<i>Carried 8/0</i>		
<b>3.1</b>	<b>Recommendations Update</b>	<b>ACROD Car Parking Bays</b> Council have agreed to a request from the company that owns IGA including the car parking next bays next to Howard Evans Office have agreed to allow Council to the parking bays into one ACROD bay with the agreement from Council that if the Company approach Council to expand the IGA, Council will take into consideration the loss of the bays in relation to the amount of parking required for the expansion.  As the conversion of the 3 new ACROD bays needs to be undertaken at the same time, Council are now waiting for the Post Office to complete the repairs to the wall of the Post Office building so that shire officers are able to convert the bays in the Post Office car park into an ACROD bay.	Megan	Ongoing
		<b>Volunteer Register</b>		

3.2	Committee Updates	<p>After catching up with Billy Wellstead on Friday, Megan shared with the committee the progress of the Volunteer Platform which will be trialled in Greenbushes over the next 12 months to sort out any glitches and then will be available for purchase by other community organisations.</p> <p><b>Seniors Service Provider Pamphlet</b> The committee worked through the draft pamphlet and made several suggestions and changes that will be included in the pamphlet that will be sent out to service providers and agencies.</p> <p><b>Bruce Carstairs Presentations</b> Cota no longer have this service available.</p> <p><b>Shire car-park and Railway Parade Intersections with Steere Street</b> The road next to the News Agents and the Shire car park has been identified through the consultation of the SFCP and by the committee as dangerous when pulling out into Steere Street in a car. Megan discussed the issue with Executive Manager Works and Services who highlighted the issues with convex mirrors (a suggestion from the committee) and the danger of assessing distance using them. EMWS suggested that the committee consider recommending to Council the removal of the last car parking bay on Steere Street outside the shire car park and moving the line to allow cars to pull out further on Railway Parade when turning into Steere Street.</p> <p><i>The committee recommended that Council be made aware of the danger associated with the intersection of Railway Parade, the shire car park and Steere Street for cars pulling out onto Steere Street and ask that Council direct the CEO to review this intersection and recommend measures that will reduce the risk to drivers using the intersection.</i></p>	Megan	August/Ongoing
3.3	Program Updates	<p><b>Silverchain Presentation</b> Tiffany was unable to attend the meeting so will update the committee and Megan when she is able so that these community presentations can be supported.</p> <p><b>Shuttle Bus</b> The committee discussed the bus route and potential timing of the pilot to include school holidays. Megan commented on the funding application already submitted</p>	Megan/Tiffany	September
			Megan	Ongoing

4	<b>New Business</b>	<p>to replace the community bus. The results of this application will need to be received before the pilot so that the sustainability of the pilot is assessed based on the cost of running the bus that will be used over the next several years.</p> <p><b>Me 2! (Participate Mate)</b>  Last terms programs were very successful and have now been incorporated into the pay for service programs facilitated by BLC.</p> <p>This term Jesse and Jean (Enable SW) are facilitating Coder Dojo, a computer coding program at the Library. The first session was very successful and there is limited space to include any other participants. Jessie will keep the committee updated as the term progresses.</p> <p>No new business</p>		
	<b>Closure</b>	<b>The meeting closed at 11.15 am</b>		
	<b>Next Meeting</b>	<b>DATE: Wednesday 4 October, 2017</b> <b>TIME: 10.15 am</b> <b>PLACE: Library (thanks committee members that booked us in!!)</b>		



**Standing Committee Minutes Index – 10 August 2017**

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Minutes of a Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held in the Council Chambers on Thursday, 10 August 2017 commencing at 5.36pm.

*The Presiding Member opened the Meeting at 5.36pm*

**Acknowledgment of Country – Presiding Member**

*On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Owners of the Land on which we are gathered, and pay my respects to their Elders both past and present.*

**Attendance & Apologies**

Presiding Member - A J Wilson  
- J A Boyle  
- S Hodson  
- D Mackman  
- J R Moore  
- J Nicholas  
- A Pratico  
- P Quinby  
- P Scallan

In Attendance - T Clynch, Chief Executive Officer  
- M Larkworthy, Executive Manager Corporate Services  
- E Denniss, Executive Manager Community Services  
- M Richards, Grants & Services Manager  
- T Lockley, Executive Assistant

**Gallery**

D&D Della Vedova

**Petitions/Deputations/Presentations** - Nil

**Comment on Agenda Items by Parties With an Interest** - Nil

**Confirmation of Minutes**

SC.01/0817 Ordinary Meeting held 13 July 2017

*A motion is required to confirm the Minutes of the Ordinary Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held 13 July 2017 as a true and correct record.*

**Committee Decision**      **Moved Cr Pratico, Seconded Cr Mackman**  
**SC.01/0817 That the Minutes of the Ordinary Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held 13 July 2017 be confirmed as a true and correct record.**

**Carried 9/0**

**Announcements/Briefings by Elected Members**

Cr Pratico thanked the Shire for nominating him for the '15 Years of Service' Award for which he was a recipient at the recent WA Local Government Week. Cr Pratico said he was appreciative of being thought of for the award.

**Notification of Disclosure of Interests**

Section 5.65 or 5.70 of the Local Government Act requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow a Member to speak, the extent of the interest must also be stated.

Name	Cr Pratico
Type of Interest	Financial
Item No.	SC.02/0817 – Draft Gravel Procurement Policy
Nature of Interest	Contract with the Shire to provide gravel

**Consideration of Motions of Which Previous Notice has been Given** - Nil

**Reports of Officers**

Reports of Officers have been divided into the following Categories:

- Policy
- Local Laws
- Strategy
- Organisation Development

## **Policy**

*Cr Pratico declared a Financial Interest in Item SC.02/0817 as he has a contract with the Shire to provide gravel. Cr Pratico vacated the Meeting at 5.39pm*

<b>ITEM NO.</b>	SC.02/0817	<b>FILE REF.</b>	
<b>SUBJECT</b>	Draft Gravel Procurement Policy		
<b>OFFICER</b>	Chief Executive Officer and Executive Manager Works & Services		
<b>DATE OF REPORT</b>	28 July 2017		

Attachment 1      Draft Gravel Procurement Policy

*OFFICER RECOMMENDATION that Council adopt Policy WS20 – Gravel Procurement.*

### Summary/Purpose

A gravel procurement policy has been prepared for the purpose of defining guidelines for the acquisition of gravel for road construction and maintenance purposes.

### Background

The development of a gravel procurement strategy is identified as an action under Council's Corporate Business Plan. Rather than develop a strategy a Gravel Procurement Policy has been prepared.

The key components of the draft policy are:

- Explaining the processes used to initially identify potential gravel sources and prove up the suitability of the gravel.
- Identify the type of soil structure (geological formation) where gravel deposits are most likely to be located within.
- Defining selection criteria for gravel procurement. This criteria is to be used for sourcing gravel from private property and for purchasing gravel from commercial suppliers.

The policy states that ideally the Shire would like to have suitable gravel sources throughout the Shire so that carting of materials to specific road works jobs can be reduced as much as possible however it is noted that this may not be possible due to the suitability and specification of gravel. The policy also recognises that not all land owners may be interested in supplying gravel on a long term basis as this can impact on the owner's long term plans for the property.

Council's annual gravel requirements are approximately 4,000m<sup>3</sup>.

A preliminary draft policy was presented to the July Standing Committee however it wasn't deemed acceptable as it was too descriptive and needed to be redrafted in a more concise format. This action has been undertaken and a revised policy is presented. The policy is broken into three sections – objective, background and policy – with the background section containing some explanatory comments to explain the direction taken under the policy section.



### Statutory Environment

The Shire, utilising its powers under Section 3.27(i) and Schedule 3.2 of the Local Government Act 1995, can take gravel, sand, stone or earth from private property, if in its opinion such material is required for the making or repairing of a thoroughfare, bridge, culvert, fence or gate.

Planning Approval or an Extractive Industry Licence is not required for the Shire to access material under Section 3.27(i) of the Local Government Act 1995. The powers that Council has under Section 3.27 of the Local Government Act overrides the provisions of a town planning scheme made under another Act or a Local Law subservient to the Local Government Act.

### Integrated Planning

- Strategic Community Plan  
Key Goal 3: Our built environment is maintained, protected and enhanced  
Objective 3.3 - Maintain an appropriate standard of transport networks, roads and pathways  
Strategy 3.3.4 - Ensure suitable access to road building materials
- Corporate Business Plan  
Strategy 3.3.4 - Ensure suitable access to road building materials  
Action 3.3.4.1 - Prepare and implement a gravel procurement strategy  
Action 3.4.4.2 - Source gravel from private land for road works, using powers under the Local Government Act
- Long Term Financial Plan  
The costs of acquiring road building materials are built into the annual road construction budget built into the Long Term Financial Plan.
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

### Policy

This report concerns the development of a new policy

### Budget Implications

The selection criteria for gravel as set out in the policy is generally the criteria currently used and defining these into a formal policy will not have any appreciable effect on Council's annual budget for its road works program.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity

Rehabilitation of land used for sourcing gravel is built into legal agreements between the Shire and the land owner with rehabilitation being the responsibility of the Shire.

Cultural Equity – Not Applicable

Risk Management

The proposed policy sets out guidelines for the acquisition of gravel for road construction and maintenance purposes. If Council wasn't to adopt the policy gravel procurement would still occur whilst a new policy was being prepared.

Continuous Improvement

The draft policy confirms selection criteria for the acquisition of gravel, either from private property or commercial suppliers and ensures that road works are carried out to a specific standard.

Voting Requirements – Simple Majority

**Committee Recommendation Moved Cr Nicholas, Seconded Cr Quinby  
SC.02/0817 That Council adopt Policy WS20 – Gravel Procurement.**

**Carried 8/0**

5.41pm – Cr Pratico returned to the Meeting

**Local Laws**

<b>ITEM NO.</b>	SC.03/0817	<b>FILE REF.</b>	LL.7
<b>SUBJECT</b>	Proposed Amendment to Keeping and Welfare of Cats Local Law		
<b>OFFICER</b>	Senior Admin Officer		
<b>DATE OF REPORT</b>	31 July 2017		

Attachment 2 Draft Keeping and Welfare of Cats Amendment Local Law 2016  
Attachment 3 Submission  
Attachment 4 Current Keeping and Welfare of Cats Local Law

*OFFICER RECOMMENDATION that Council notes the contents of the single submission received and resolves not to proceed with the proposed "Keeping and Welfare of Cats Amendment Local Law 2016".*

*OFFICER RECOMMENDATION that Council directs the CEO to develop a draft "Keeping and Welfare of Cats Local Law" for presentation to the October 2017 Meeting.*

### Summary

The Draft “Keeping and Welfare of Cats Amendment Local Law 2016” which has been advertised in accordance with Section 3.12 of the Local Government Act 1995. One submission has been received.

Advice has subsequently been obtained from the Department of Local Government and Communities that Council’s current Local Law, like several other “Cat” local laws that were in existence prior to the establishment of the Cat Act 2011, contains several clauses that either duplicate or vary provisions if that legislation. The affected local governments have been advised to remove all duplications or inconsistencies with the Cat Act 2011 by amending their local law.

### Background

During the October 2016 round of meetings, Council resolved to amend the Keeping and Welfare of Cats Local Law:

*C.10/1016 That Council:*

- 1. In accordance with Section 3.12 of the Local Government Act 1995, gives notice that it proposes to adopt a Shire of Bridgetown-Greenbushes Keeping and Welfare of Cats Amendment Local Law, as per Attachment 3. The purpose and effect of the proposed Amendment Local Law is to remove clauses that are no longer relevant to the Principal Local Law and to amend a typographical error.*
- 2. Directs the CEO to undertake statutory public consultation in relation to Point 1 above, with a report to be presented to a future meeting of Council for further consideration.*

Due to an error in its initial advertising statutory public advertising of this proposed local law was recommended in February 2017 with a closing date for submissions of 23 March 2017. At the close of this submission period one (1) submission had been received (refer Attachment 2).

The submitter raised 25 separate points or queries concerning the contents of the Amendment Local Law. During assessment of the submission advice was accessed from the Department of Local Government and Communities that confirmed that Council’s current Local Law, like several other “Cat” local laws that were in existence prior to the establishment of the Cat Act 2011, contains several clauses that either duplicate or vary provisions if that legislation. Examples of duplications in the current local law include interpretations, dealing with cats at a cat management facility (animal pound) and destruction of cats.

The Cat Act has wide powers and the main purpose of a Cat Local Law, since the introduction of the Cat Act, should be relating to “confinement” and “limitations”.

In view of the above it is recommended Council not proceed with the making of the Amendment Local Law but instead direct the CEO to develop a new Keeping and Welfare of Cats Local Law to address issues that are not covered in the Cat Act 2011, such as limitations and confinement. It would be the intent to revoke the current Keeping and Welfare of Cats Local Law at the same time the new Local Law is adopted.

### Officer Comment

To assist Council in considering the contents of the submission received a copy of the current Keeping and Welfare of Cats Local Law has been included as Attachment 4.

The Senior Ranger is intending to liaise with other local governments who also had a Cat local law prior to the introduction of the Cat Act to determine how they have or intend to address the issues associated with their current local law duplicating or conflicting with state legislation.

In addition to the aforementioned 25 points/queries the submission also raised concerns relating to the advertising process. In view of this concern (the closing date on the cover page of the local law differed from the advertised closing date), and following consultation with an officer from the Department of Local Government & Communities, the CEO made the determination to conduct an additional (supplementary) notice period of 6 weeks with a new closing date of 13 June 2017. The author of the submission already received was advised of this action and was informed that his submission remained a valid submission and didn't require resubmittal. At the conclusion of the extended notice period no further submissions were received.

With regard to the concerns raised in the submission about the advertising of the Amendment Local Law, Section 3.12 of the Local Government Act sets out the procedure for the making of a Local Law, requiring a local government to give Statewide public notice stating that it proposes to make a Local Law, giving details of where the proposed Local Law may be inspected or obtained, and stating the date by which submissions can be made.

In the case of this proposed Local Law the Statewide public notice and the local public notice correctly stated the closing date for submissions. However the author of the submission lodged raised a concern about the cover page of the draft local law listing an incorrect closing date for submissions – so whilst the adverts and noticeboard notices were all correct the cover page of the draft local law wasn't correct.

After considering this matter the CEO accepted the argument that a person may have seen a copy of the draft local law on display in the library and if noticing the closing date listed on the cover page had expired may have felt they had missed the opportunity to lodge a submission. Importantly however the statutory notices advertising the proposed Local Law were correct.

The CEO sought advice from an officer of the the Department of Local Government & Communities and the advice received back was that readvertising of the Local Laws wasn't necessary as Section 3.12 of the Local Government Act only requires the closing date of submissions to be specified in the public notices. Provided this is done and the details in the public notices are correct, the requirements of the Act will be met. The advice further commented that Section 3.12 doesn't require a submission deadline to be on the front cover of the draft. As a result, the typographical error on the cover page was unlikely to have any legal impact on the 3.12 process.

Notwithstanding the above advice the CEO made the determination to reissue notices for the Local Law with a new closing date of 13 June 2017. These supplementary notices were only placed on Shire notice boards and on the Shire website and were not subject to state-wide advertising. Copies of the Amendment Local Laws were again placed in the library and were also accessible on the Shire website.

The supplementary notices were amended to include the following new paragraphs:

*Statutory public notice/advertising of the proposed Amendment Local Law has previously occurred however an error was subsequently identified in the listing of an incorrect closing date for submissions on the front cover of the Amendment Local Law. Consequently a decision was made to conduct a further public notification period as an addition to the previous statutory public notice/advertising that occurred.*

*Any submissions previously received in response to the statutory public notice/advertising that occurred remain valid and authors of those submissions aren't required to submit a new submission.*

No further submissions were received leaving only the single submission received from the statutory advertising period.

### Statutory Environment

To amend a local law the process as outlines in the Local Government Act 1995, section 3.12 which reads:

#### **3.12. Procedure for making local laws**

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
  - (a) give Statewide public notice stating that —
    - (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and
    - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
    - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;
  - and
  - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
  - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

- (3a) A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.
- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law\* as proposed or make a local law\* that is not significantly different from what was proposed.

\* *Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —
  - (a) stating the title of the local law; and
  - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
  - (c) advising that copies of the local law may be inspected or obtained from the local government’s office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section —

**making** in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

#### Integrated Planning

- Strategic Community Plan  
Key Goal 5 – our leadership will be visionary, collaborative and accountable  
Objective 5.2 – we maintain high standards of governance, accountability and transparency  
Strategy 5.2.7 – Council’s policies and local laws are responsive to community needs  
Strategy 5.2.8 – ensure all legislative responsibilities and requirements are met
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy/Strategic Implications - Nil

#### Budget Implications

Sufficient funding is provided in the 2017/18 budget to cover advertising and gazettal costs for amending Local Laws.

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Absolute Majority

**Committee Recommendation** *Moved Cr Quinby, Seconded Cr Hodson*  
**SC.03/0817** *That Council:*

- 1. Notes the contents of the single submission received and resolves not to proceed with the proposed “Keeping and Welfare of Cats Amendment Local Law 2016”.*
- 2. Directs the CEO to develop a draft “Keeping and Welfare of Cats Local Law” for presentation to the October 2017 Meeting.*

**Carried 9/0**

**Strategy**

<b>ITEM NO.</b>	SC.04/0817	<b>FILE REF.</b>	228
<b>SUBJECT</b>	Local Trails Plan		
<b>PROPONENT</b>	Council		
<b>OFFICER</b>	Grants and Services Manager		
<b>DATE OF REPORT</b>	August 2015		

Attachment 5      Draft Local Trails Plan 2017 - 2022

*OFFICER RECOMMENDATION that Council notes the draft Local Trails Plan 2017-2022 (Attachment 5 of the Standing Committee Agenda) and determine to seek community comment on the document for a period of 6 weeks prior to formal endorsement.*

**Summary/Purpose**

This recommendation seeks to note the draft Local Trails Plan 2017 – 2022 and determine to advertise the plan for community comment for a six week period prior to considering its final endorsement.

**Background**

Council included the requirement to prepare a Local Trails Plan (Masterplan) in the Corporate Business Plan (Action 1.1.8.3) as a means of developing a strong, diverse and resilient economy that provides a range of business and employment opportunities.

### Officer Comment

The draft Local Trails Plan provides a clear snapshot of the extent of Council's previous achievements in the area of trails development and also outlines Council's current and future financial commitment to trails development.

The draft Local Trails Plan identifies the importance of ongoing maintenance to ensure a quality experience for trail users. Maintained trails are regularly assessed for safety (safety and orientation) including inspection of trees in close proximity to the trail, header signs, trail markers and trail classification. Well maintained trails ensure the safety of the environment and the safety of the user and therefore ongoing maintenance underpins the capacity of the Shire to promote and market these trails to visitors/tourist with confidence.

The draft plan outlines a proposed trails development process to identify assist in identifying issues and necessary considerations for development in the planning phase and identifies two priority trails developments including detailed proposals for:

- Geegelup Mountain Bike Trails Network
- Blackwood River Foreshore development

The plan has been developed based on collaboration between officers, the Trails Development Advisory Committee representing a variety of local trails groups and representatives of the Department of Biosecurity Conservation and Attractions (formerly DPaW), as well as internal consultation across service delivery areas.

It is proposed that the draft Local Trails Plan 2017-2022 go to community consultation for a 6 week term. Submissions will be collated and submitted to Council along with the final version of the revised Local Trails Plan for endorsement at the October 2017 Council meeting.

### Statutory Environment - Nil

### Policy - Nil

### Integrated Planning

#### ➤ Strategic Community Plan

Key Goal 1 Our economy will be strong, diverse and resilient.

Objective 1.1 A diverse economy that provides a range of business and employment opportunities.

Strategy 1.1.8 Develop trails – culinary, art, walk, mountain bike, canoe and bridle.

#### ➤ Corporate Business Plan

Strategy 1.1.8 Develop trails – culinary, art, walk, mountain bike, canoe and bridle.

Action 1.1.8.3 Prepare Local Trails Masterplan

### Long Term Financial Plan – Nil



### Asset Management Plans

Proposed trails developments included in the draft Local Trails Plan 2017-2022 which are constructed in the future will be included in Councils Property Infrastructure Asset Management Plan.

### Workforce Plan

Proposed trails developments included in the draft Local Trails Plan 2017- 2022 will require an assessment of the capacity of the workforce to absorb any construction and maintenance requirements once the plan had been endorsed and is being implemented. This will be undertaken in the annual maintenance budget allocations service level planning.

### Budget Implications – Not Applicable

### Fiscal Equity - Not Applicable

### Whole of Life Accounting

The content of this report outlines a trails development process which seeks to identify whole of life cycle implications associated with the development and maintenance of trails infrastructure to assist Council in current and future decision making.

### Social Equity

The recommendation seeks to address social equity principles by engaging the community and including community feedback prior to formal endorsement of the Local Trails Plan 2017-2022

### Ecological Equity

The principles of ecological equity are considered by planning well situated, managed and maintained trails that protect natural environments by minimising the impact of trail users.

### Cultural Equity – not applicable

### Risk Management

The recommendation seeks to mitigate Council's exposure to risk by clearly identifying community need through consultation with stakeholders/community to ensure the strategic document is reflective of the community and will provide sound direction for Council's future decision making.

### Continuous Improvement

The recommendation seeks to achieve continuous improvement by developing the Local Trails Plan 2017-2022 in consultation with stakeholders/community to ensure that the document reflects the current and future needs of the community and provides Council with a sound direction for future decision making.

### Delegated Authority – Not Applicable

Voting Requirements – Simple Majority

**Committee Recommendation** *Moved Cr Scallan, Seconded Cr Nicholas SC.04/0817 That Council notes the draft Local Trails Plan 2017-2022 (Attachment 5 of the Standing Committee Agenda) and determine to seek community comment on the document for a period of 6 weeks prior to formal endorsement.*

*Carried 9/0*

**Organisation Development**

<b>ITEM NO.</b>	SC.05/0817	<b>FILE REF.</b>	209
<b>SUBJECT</b>	Rolling Action Sheet		
<b>OFFICER</b>	Chief Executive Officer		
<b>DATE OF REPORT</b>	1 August 2017		

Attachment 6          Rolling Action Sheet

*OFFICER RECOMMENDATION that the information contained in the Rolling Action Sheet be noted.*

Summary/Purpose

The presentation of the Rolling Action Sheet allows Councillors to be aware of the current status of Items/Projects that have not been finalised.

Background

The Rolling Action Sheet has been reviewed and forms an Attachment to this Agenda.

Statutory Environment – Nil

Policy/Strategic Plan Implications – Nil

Budget Implications – Nil

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

**Committee Recommendation** *Moved Cr Pratico, Seconded Cr Boyle*  
***SC.05/0817 That the information contained in the Rolling Action Sheet be noted.***

**Carried 9/0**

**Urgent Business Approved by Decision** - Nil

**Responses to Elected Members Questions Taken on Notice** - Nil

**Elected Members Questions With Notice** - Nil

**Briefings by Officers**

Executive Manager Community Services

- Grants Policy
- Gym Expansion and Business Plan

**Notice of Motions for Consideration at Next Meeting** - Nil

**Matters Behind Closed Doors** - Nil

**Closure**

*The Presiding Member closed the Meeting at 6.30pm*

**List of Attachments**

Attachment	Item No.	Details
1	SC.02/0817	Draft Gravel Procurement Policy
2	SC.03/0817	Draft Keeping and Welfare of Cats Amendment Local Law 2016
3	SC.03/0817	Submission
4	SC.03/0817	Current Keeping and Welfare of Cats Local Law
5	SC.04/0817	Draft Local Trails Plan 2017 – 2022
6	SC.05/0817	Rolling Action Sheet

Minutes checked and authorised by CEO, Mr T Clynch		11.8.17
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CERTIFICATION OF MINUTES

As Presiding Member, I certify that the Minutes of the Local Laws, Strategy, Policy & Organisation Development Standing Committee Meeting held 10 August 2017 were confirmed as a true and correct record of the proceedings of that meeting at the Standing Committee meeting held on 14 September 2017.

.....14 September 2017

unconfirmed minutes