



Shire of Lake Grace

23 August 2023

Ordinary Council Meeting

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Shire of Lake Grace

Ordinary Council Meeting

MINUTES

26 July 2023

Meeting Commencing at 3:30 pm

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Acknowledgement of Country

I wish to acknowledge the traditional Custodians of the land on which we meet today, and pay my respects.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.



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SHIRE OF LAKE GRACE

Minutes of the Ordinary Council Meeting held at the Council Chambers, 1 Bishop Street, Lake Grace, WA on Wednesday 26 July 2023 commencing at 3:30pm.

1.0 DECLARATION OF OPENING ANNOUNCEMENT OF VISITORS

Present in the gallery:

Mr O Farrelly
Mrs L Farrelly
Ms M Slarke

2.0 ACKNOWLEDGEMENT OF COUNTRY

I wish to acknowledge the traditional Custodians of the land on which we meet today, and pay my respects.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

3.1 PRESENT

Cr LW Armstrong	Shire President
Cr DS Clarke	
Cr SG Hunt	
Cr AJ Kuchling	
Cr RA Lloyd	

3.2 APOLOGIES

Cr BJ Hyde
Cr JV McKenzie

3.3 IN ATTENDANCE

Mr. Alan George	Chief Executive Officer
Mr C Paget	Deputy Chief Executive Officer
Mrs T Hall	Manager Corporate Services
Mr C Elefsen	Manager Infrastructure Services
Mrs A Adams	Executive Assistant

3.4 OBSERVERS / VISITORS

3.5 LEAVE OF ABSENCE PREVIOUSLY GRANTED

Cr Ross Chappell 22 July to 7 August 2023

4.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.0 PUBLIC QUESTION TIME

Nil

6.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr and Mrs O Farrelly attended the meeting to address Council with their concerns surrounding the sale of Lot 12 Biddy – Camm Rd to Co-operative Bulk Handling Ltd.

Below is a summary of the issues raised by Mr and Mrs Farrelly in writing prior to the meeting, and the responses prepared by the Chief Executive Officer and provided to Councillors. This was read out to the meeting by President Armstrong:

“A letter was received from Mr and Mrs O Farrelly on 7 July 2023 regarding Confidential Late Item 17.1.2 and Resolution 13701 Proposed Sale of Lot 12 Biddy-Camm Rd – Co-Operative Bulk Handling Ltd from the Ordinary Council Meeting of 28 June 2023.

Mr and Mrs Farrelly would like to address Council with the following questions;

1. *Why was the “Notice of proposed sale of land” not advertised in the local paper?*

Section 3.58 (3) (a) and (b) of the Local Government Act 1995 states the following;

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

The notice was placed in the West Australian newspaper on 10 June 2023 and was placed on the Shire website. It was not placed in the local paper as the paper was not produced that week.

Mr and Mrs Farrelly met with the CEO in the days following the advertisement and well prior to the closing date where Mr Farrelly acknowledged that he had seen the notice and wanted to discuss the matter. He was advised that he was fully entitled to object and that the items of his concern would be addressed at the time of any development approval being considered. He was also given the phone number of Joe Douglas of Exurban Rural & Regional Planning should he wish to seek further information.

2. *What determined the urgency that warranted the item be submitted as a late item?*

The letter was received on the afternoon of Friday 23 June 2023. The agenda had already been prepared for the meeting of 28 June 2023. Clarification of some of the questions raised was sought from Mr Douglas on 26 June. Councillors received the late item on the 27 June.

The Consultation period Closed 24 June with only the one objection being received therefore the item was raised for the 28 June meeting for consideration.

3. *Does council consider it appropriate that a CBH employee was allowed to participate and vote on the item?*

5.63. Some interests need not be disclosed

(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter —

(a) an interest common to a significant number of electors or ratepayers; or

In this case as has been the case in the past, matters relating to CBH affect a significant number of electors, ratepayers and councillors where the outcome does not provide a financial benefit.

Councillors resolved 8/0 for the sale to proceed.

4. *Would council please let us know which of the items designated under the word “most” can be addressed during the planning and approval process.*

As previously advised all your concerns raised regarding buffer zones, air pollution, noise pollution would need to be addressed by the proper authorities as part of any development planning and approval. Joe Douglas advised in an email to this office that he had received a call from yourself and stated in an email to this office;

“I explained to him again all the town planning related issues can and will be dealt with when CBH prepare the development application/s required to progress any future development of the land in question and that the process will include public consultation to give him and other potentially affected landowners an opportunity to comment.

I also encouraged him to speak to CBH directly so they are aware of his concerns and can try to address them when planning for any future development.”

CBH has also advised that its due diligence when investigating the purchase includes addressing such areas as you have raised.

With regard to the subdivision of some of the land that would probably be a matter for discussion between yourselves and CBH prior to any development as it may not be necessary. CBH has advised that they have not finalised any plans as yet however are not envisaging any commencement for at least 2 years.

5. *Does council agree that we were denied due process as, the item was not included in the public agenda.*

No, the item and the required results of further consultation were not received until the agenda had been released.

The item was “Confidential” like all with CBH in this dealing as it involved a commercial in-confidence matter relating to the purchase price.

There was only one objection received at the close of the consultation period and it was duly considered by council.”

The President then invited Mr and Mrs Farrelly to speak.

Mr Farrelly expressed his concern that the Item did not appear to have been important in the eyes of the Council, and they did not seem to understand how much of an impact any future development of CBH could have on the land currently owned by Mr and Mrs Farrelly.

He restated his reasons from his letter and questioned the timing, and the apparent lack of public advertising; the timing of the Item being submitted to the Agenda for Council; and the manner of how the motion itself was moved.

The CEO acknowledged that the public advertising could have been put into the local paper, although the timing of publication was not ideally lined up with the submission period. He clarified that the item was included as a late item as the closing date was the day after the July agenda was issued. As a result of receiving the letter from the Farrellys’ in the afternoon that the Agenda was already issued, clarification was sought from the Town Planner on some of the issues. The response from the Town Planner was included in the agenda item and thus it was presented to council as a Late Item.

The CEO also advised Mr & Mrs Farrelly how the moving, voting on, and the recording of the motion by elected members would have appeared to them, however it was conducted entirely as per the requirements of the Act. Mr Farrelly acknowledged this.

Mrs Farrelly emphasised to Council the importance of having an adequate buffer zone against noise, lights, and wind that will blow grain dust over their home. Not only for their sake but for those who may live there in the future.

Mr Farrelly stated he had contacted CBH regarding the plans for development but had received no promises about the size of the buffer zone. He stated his concern that even if a certain size buffer zone was to be put into the current plans, there is potential for it to be changed in the future.

The CEO suggested that Council administration could approach their solicitors and request that a condition be put in the plans for a certain size buffer zone.

Mr Farrelly thanked Council for their time, and the deputation was concluded. Mr and Mrs Farrelly left the meeting at 3.57pm.

7.0 NOTATIONS OF INTEREST

7.1 DECLARATIONS OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60A

Nil

7.2 DECLARATIONS OF FINANCIAL PROXIMITY INTEREST – LOCAL GOVERNMENT ACT 1995 SECTION 5.60B

Cr Armstrong submitted a Disclosure of Proximity Interest – without Financial Interest – for Item 14.4.3 Archive Building for Newdegate Historical Society Inc St Francis of Assisi Anglican Church.

The Church is on the adjoining property to the property owned by his wife.

7.3 DECLARATIONS OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATIONS 1996 SECTION 34C

Cr Lloyd submitted a Disclosure of Interest Affecting Impartiality for 14.4.3 – Archive Building for Newdegate Historical Society Inc. St Francis of Assisi Anglican Church.

She is the Treasurer of the Newdegate Historical Society Inc.

8.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

9.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

RECOMMENDATION / RESOLUTION

RESOLUTION **13703**

Moved: **Cr Lloyd**

Seconded: **Cr Hunt**

That the following announcement from Shire President Cr Armstrong be received by Council:

I wish to convey the comments of thanks and appreciation to Craig Elefsen, Manager of Infrastructure Services, for his assistance in the planning and execution of getting the new hockey shed built in Newdegate. The comments were made by Mrs Jasmine Offer, President of the Hockey Club, and also made by Mrs Sarah Lloyd, Coach of Junior Hockey. The acknowledgements were made during the awards presentation after the winter sports competition on 22 June 2023 to a substantial audience. A job well done, thanks Craig.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd**

Against: **Nil**

10.0 CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING – WEDNESDAY 28 JUNE 2023

RECOMMENDATION / RESOLUTION

RESOLUTION **13704**

Moved: **Cr Hunt**
Seconded: **Cr Clarke**

That the Minutes of the Ordinary Council Meeting held on Wednesday 28 June 2023 be confirmed as a true and accurate record of the meeting.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd**

Against: **Nil**

10.2 SPECIAL COUNCIL MEETING

Nil

10.3 ANNUAL MEETING OF ELECTORS

Nil

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION OF COUNCIL

Nil

13.0 REPORTS OF COMMITTEES

Nil

14.0 REPORTS OF OFFICERS

14.1 INFRASTRUCTURE SERVICES

Nil

14.2 PLANNING

14.2.1 DEVELOPMENT APPLICATION – PROPOSED BUILDING ADDITION TO EXISTING APPROVED FARM SUPPLY CENTRE ON LOT 341 STUBBS STREET, LAKE GRACE

Applicant	Mr Andrew Tingley – Phoenix Sheds on behalf of Farmers Centre (1978) Pty Ltd (Landowner)
File No.	0369
Attachments	1. Development Application documentation and plans
Author	Mr Joe Douglas – Town Planner
Disclosure of Interest	Nil
Date of Report	13 July 2023
Senior Officer	Mr Alan George – Chief Executive Officer

Summary

This report recommends that Council grant conditional approval to a development application received from Mr Andrew Tingley of Phoenix Sheds on behalf of Farmers Centre (1978) Pty Ltd (Landowner) for the construction and use of a proposed new 621m² steel framed, Colorbond clad addition to an existing building on Lot 341 on Deposited Plan 194291 Stubbs Street, Lake Grace to support the continued use of the property for ‘farm supply centre’ purposes (i.e. the Farmers Centre).

Background

Mr Andrew Tingley of Phoenix Sheds, acting on behalf of Farmers Centre (1978) Pty Ltd (Landowner), has submitted a development application requesting Council’s approval for the construction and use of a proposed new 621m² steel framed, Colorbond clad addition to an existing building on Lot 341 Stubbs Street, Lake Grace to support the continued use of the property for ‘farm supply centre’ purposes.

Under the terms of the application received an existing 228m² steel framed and clad lean-to structure at the eastern end of the main building on the property that was approved by Council in February 2004 to provide a sheltered work area for the servicing and repair of farm machinery is proposed to be removed in its entirety and replaced with the new fully enclosed shed-type structure the subject of this application.

A full copy of the application received, including supporting documentation and plans, is provided in Attachment 1.

Lot 341 is located centrally in the Lake Grace townsite on the north side of Stubbs Street immediately adjacent to the railway reserve. The subject land comprises a total area of approximately 3,997m², is relatively flat throughout, and has been extensively cleared and developed for ‘farm supply centre’ purposes pursuant to a number of approvals previously granted by Council.

Lot 341 has direct frontage and access to Stubbs Street along its southern boundary which is a regional distributor road under the care, control and management of Main Roads WA. It is significant to note all vehicle access arrangements to/from the land will remain unchanged as part of the proposed development and therefore comment from Main Roads WA was not required or deemed necessary.

Lot 341 does not contain any sites of European or Aboriginal Heritage significance and has not been designated by the Fire and Emergency Services Commissioner as being bushfire prone. The property has however been designated by the Department of Water and Environmental Regulation as being flood prone with the highest known flood level being approximately 0.02 to 0.15 metres above the land’s natural ground level following the major flood event that occurred in January 2006 as a result of Cyclone Clare.



Location & Lot Configuration Plan (Source: Landgate 2023)

Immediately adjoining and other nearby land uses are broadly described as follows:

- North: An operational railway reserve with service commercial and light industrial development beyond;
- South: Stubbs Street road reserve with service commercial and low density residential development beyond;
- East: A portion of the aforementioned railway reserve and portion of Crown Reserve 46769 which has been set aside for parking, recreation and automatic weather station purposes with service commercial development beyond; and
- West: A portion of the aforementioned railway reserve, portion of Crown Reserve 46769 and Crown Reserve 46768 beyond which contains the old Lake Grace railway station building which has been set aside for cultural and community purposes.

Comment

Lot 341 is classified ‘Service Commercial’ zone in the Shire of Lake Grace Local Planning Scheme No.4 (LPS4).

Under the terms of the Zoning Table in LPS4 the use class ‘farm supply centre’ is listed as a discretionary (i.e. ‘D’) use on any land classified ‘Service Commercial’ zone which means it is

not permitted without Council's development approval.

The application has been assessed with due regard for the following:

- i) the relevant objectives, development standards and requirements prescribed in LPS4;
- ii) the various matters required to be considered as prescribed in clause 67 of the Deemed Provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015*;
- iii) Draft State Planning Policy 2.9 entitled 'Planning for Water'; and
- iv) The Lake Grace Flood Study (2008).

This assessment has confirmed the proposal is compliant or capable of compliance with the following requirements:

- Land capability and suitability;
- Land use compatibility;
- Environmental protection and conservation;
- Visual character and amenity;
- Vehicle access and parking;
- Key essential service infrastructure including stormwater drainage management; and
- Bushfire and flood risk mitigation and management.

Notwithstanding the above conclusion, Council should note the following key points when considering and determining the application:

- Front Building Façade

Clause 4.8 of LPS4 requires the front façade of all buildings in the Commercial and Service Commercial zones to be orientated to the street and constructed in brick, concrete or masonry unless otherwise approved by Council.

The application for Lot 341 proposes the construction of a new steel framed, Colorbond clad addition to the existing administration and workshop building on the land which does not strictly comply with the specific requirements of clause 4.8.

Having regard for:

- i) the design, finish, dimensions and purpose of the proposed structure;
- ii) the proposal to integrate the proposed structure with the existing administration and workshop building on the land using the same materials and colours;
- iii) the location and compliant setback of the proposed structure from the land's Stubbs Street frontage and the existing mature trees along its street frontage which will help to mitigate any negative visual impacts due to overall building bulk and scale;
- iv) the fairly limited impact the structure will have on the visual amenity of the existing streetscape; and
- v) the significant benefit the structure will have for the future operational efficiency of the existing business on the land and its employees,

it is considered appropriate that Council exercise the discretion afforded by clause 4.5 of LPS4 as it applies to variations to site and development requirements and allow the development to proceed as proposed in terms of the materials to be used on the structure's front façade.

- Flood Risk

As previously mentioned above Lot 341 is located in a designated flood prone area and was subject to shallow flooding during the 2006 flood event to a depth of 0.02 to 0.15 metres.

Notwithstanding the general requirements of clause 4.34 of LPS4 as it applies specifically to land liable to flooding, the Lake Grace Flood Study (2008) recommends a minimum floor level of 0.15 metres above the 2006 flood event for any new commercial-type development in the flood prone areas of the Lake Grace townsite to help mitigate the potential flood risk.

In this case however the proposed development is non-habitable in nature, ancillary to development already approved and constructed on the land (including finished ground levels), minor in terms of its built form size and scale, and unlikely to have any detrimental impact on the existing flooding regime of the immediate locality (i.e. it will not result in obstruction to major stormwater flows and increase flood levels upstream).

It is also noted that since the 2006 floods the Shire and other government agencies have undertaken a significant number of infrastructure improvements in and around the Lake Grace townsite to improve flood protection and management to mitigate any future potential risk.

As such, it is not considered necessary to impose a condition on any approval that may ultimately be granted in this particular instance requiring the land to be filled to accommodate the proposed development and mitigate the potential flood risk. It is however recommended the applicant/landowner be advised of the potential flood risk and that in granting approval the Shire accepts no responsibility for any damage, injury or loss that may occur in the event of a major flood.

In light of all the above it is concluded the proposal for Lot 341 is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be supported and approved by Council subject to the imposition of a number of conditions to ensure the development proceeds in a proper and orderly manner. As such, it is recommended Council exercise discretion and grant conditional development approval.

Legal Implications

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Lake Grace Local Planning Scheme No.4

Policy Implications

- Draft State Planning Policy 2.9 – Planning for Water
- Shire of Lake Grace Policy 5.8 – Stormwater Drainage

Consultation

Not required or deemed necessary.

Financial Implications

There are no known financial implications in relation to this item aside from the administrative

costs associated with processing the application which are provided for in Council’s annual budget and have been offset in part by the development application fee paid by the landowner. All costs associated with the proposed development will be met by the landowner.

It is significant to note should the applicant or landowner be aggrieved by Council’s final decision in this matter they have the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Strategic Implications

The proposed development is consistent with the aims and objectives of the following strategic plans:

- **Shire of Lake Grace Local Planning Strategy 2007** as it applies specifically to the development of a diversified range of commerce and industry in appropriate locations to provide local employment opportunities.
- **Shire of Lake Grace Strategic Community Plan 2017-2027:**

Economic Objective - A prosperous agricultural based economy supporting diversification of industry		
Outcome	1.2	A diverse and prosperous economy
	1.2.2	Support local business and promote further investment in the district

Environment Objective - Protect and enhance our natural and built environment		
Outcome	3.1	A well maintained attractive built environment servicing the needs of the community
Strategies	3.1.1	Maintain, rationalise, improve or renew buildings and community infrastructure
Outcome	3.2	A natural environment for the benefit and enjoyment of current and future generations
Strategies	3.2.1	Manage and preserve the natural environment

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategies	4.1.1	Provide informed leadership on behalf of the community
	4.1.3	Provide strategic leadership and governance
Outcome	4.2	An efficient and effective organisation
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION **13705**

Moved: **Cr Hunt**

Seconded: **Cr Kuchling**

That the development application submitted by Mr Andrew Tingley of Phoenix Sheds on behalf of Farmers Centre (1978) Pty Ltd (Landowner) for the construction and use of a proposed new 621m² steel framed, Colorbond clad addition to an existing building on Lot 341 on Deposited Plan 194291 Stubbs Street, Lake Grace to support the continued use of the property for 'farm supply centre' purposes be **approved** subject to the following conditions and advice notes:

Conditions:

1. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by the local government.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of the local government.
3. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period it shall not be carried out without the further approval of the local government having first being sought and obtained.
4. All external surfaces of the proposed structure shall be clad with new materials only.
5. All external wall cladding, roof cladding and associated trims shall match the colours and profiles of the existing building to which the proposed new structure will be attached.
6. All stormwater drainage shall be directed away from the proposed structure and managed and disposed on-site to the specifications and satisfaction of the local government's Chief Executive Officer in consultation with the local government's Manager Infrastructure Services. All stormwater drainage infrastructure and works required pursuant to this condition shall be undertaken prior to occupation and use of the proposed structure at the landowner's own cost.

Advice Notes:

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the local government to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the local government's attention.
2. This is a development approval of the Shire of Lake Grace under its Local Planning Scheme No.4. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant/landowner is reminded of their obligation to ensure compliance with the

requirements of the Shire of Lake Grace Annual Fire Management Notice as it applies specifically to all townsite land in the Shire to help guard against any potential bushfire risk (<https://www.lakegrace.wa.gov.au/services/bushfire-emergency-management/fire-management-requirements.aspx>).

4. In accordance with the *Building Act 2011* and *Building Regulations 2012*, a building permit application must be submitted to and approved by the local government's Building Surveyor prior to the commencement of any earthworks or construction on the land.
5. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
6. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays unless otherwise approved by the local government's Chief Executive Officer.
7. Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Lake Grace Local Planning Scheme No.4 and Local Planning Policy 6.5 entitled 'Advertising Signage' unless otherwise approved by the local government.
8. The land the subject of this approval is located in a designated flood prone area and was subject to shallow flooding during the 2006 flood event to a depth of 0.02 to 0.15 metres. In granting this approval the local government has considered the potential flood risk and determined the proposed development is acceptable given it is non-habitable in nature, ancillary to development already approved and constructed on the land including finished ground levels, minor in terms of its built form size and scale and unlikely to have any detrimental impact on the existing flooding regime of the immediate locality (i.e. it will not result in obstruction to major stormwater flows and increase flood levels upstream). Notwithstanding this fact, the local government accepts no responsibility for any damage, injury or loss that may occur in the event of a major flood should the development proceed as approved.
9. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Lake Grace Local Planning Scheme No.4 and may result in legal action being initiated by the local government.
10. If the applicant / landowner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of this determination.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd**

Against: **Nil**

14.3 HEALTH AND BUILDING

Nil

14.4 ADMINISTRATION

14.4.1 APPOINTMENT OF FIRE CONTROL OFFICERS – SHIRE OF LAKE GRACE

Applicant	Shire of Lake Grace
File No.	0177
Attachments	Nil
Author	Mr Matt Castaldini - Community Emergency Services Manager
Disclosure of Interest	Nil
Date of Report	29 June 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

This report is to advise Council that persons have been appointed under Delegation O09 – Appointment of Officers Authorised under the Bush Fires Act 1954.

Background

The Bush Fires Act 1954 gives the provision to appoint Fire Control Officers within the Local Government area for aiding with the control of fire and coordination of voluntary firefighters.

The Shire of Lake Grace has traditionally appointed nominated community members from BFAC, neighbouring Local Governments and staff as applicable to the role.

Comment

Following the Bush Fire Advisory Committee meeting in March 2023, nominations have been accepted following a letter being mailed out confirming Fire Control Officers were willing to undertake training.

Chief Bush Fire Control Officer – David Roberts

Deputy Chief Bush Fire Control Officer – Brad Watson

Senior Fire Control Officer West – Kevin Naisbitt

Senior Fire Control Officer Central – Pete Walker

Senior Fire Control Officer East – Hugh Roberts

Fire Control Officer – Evan Wyatt

Fire Control Officer – Ross Chappell

Fire Control Officer – Scott Strevett

Fire Control Officer – Bill Lloyd

Fire Control Officer – Ian Lloyd

Fire Control Officer – Aaron Guelfi

Fire Control Officer – Dean Rintoul

Fire Control Officer – Craig Shalders

Fire Control Officer – Geoff Richardson

Fire Control Officer – Wes Hall

Fire Control Officer – Dwight Ness

Fire Control Officer – Scott Ball

Fire Control Officer – Ben Hyde

Fire Control Officer – Craig Newman

Fire Control Officer – John Zurnamer

Fire Control Officer – Jason Sugg

Fire Control Officer – Lindsay Brownley

Fire Control Officer – Anthony Teale

Fire Control Officer – Tyson De Landgraft

Fire Control Officer – Rhys De Landgraft

Fire Control Officer – Amanda Giles

Fire Control Officer – Callan Tonkin

Fire Control Officer – Chad Stanton

Legal Implications

Bush Fires Act 1954

S.39A. Duties of bush fire authorities on outbreak of fire

- (1) *On the outbreak of a bush fire at a place within or adjacent to the district of a local government, the bush fire control officers, bush fire brigade officers, or bush fire brigade members, of the local government, or as many of them as may be available may, subject to this Act, take charge of the operations for controlling and extinguishing the bush fire or for preventing the spread or extension of the fire.*
- (2) *Where a bush fire to which this section applies occurs, if a bush fire control officer, bush fire brigade officer, or member of a bush fire brigade, of the local government in whose district the bush fire is burning is not present at the fire, a bush fire control officer, a bush fire brigade officer, or member of a bush fire brigade, of a local government whose district is adjoining or adjacent, may exercise in respect of the bush fire, all powers and authorities of a bush fire control officer of the local government in whose district the fire is burning.*
- (3) *This section applies only to bush fires which —*
 - (a) *have been lit or are maintained unlawfully; or*
 - (b) *have occurred accidentally; or*
 - (c) *have ceased to be under control or are not adequately controlled; or*
 - (d) *are declared in the regulations to be bush fires to which this section applies.*

S.38. Local government may appoint bush fire control officer

- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*
- (2A) *The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.*
- (2E) *A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.*
- (4) *A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —*
 - (a) *carrying out normal brigade activities;*
 - (e) *exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;*
 - (f) *procuring the due observance by all persons of the provisions of Part III.*

Policy Implications

Nil

Consultation

Internal – BFAC

Financial Implications

Nil

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017-2027

Social Objective – A valued, healthy and inclusive community and life-style.		
Outcome	2.2	A healthy and safe community
Strategies	2.2.3	Support provision of emergency services and encourage community volunteers
Leadership Objective – Strong governance and leadership, demonstrating fair and equitable community values.		
Outcome	4.2	An efficient and effective organisation
Strategies	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple Majority

RECOMMENDATION / RESOLUTION

RESOLUTION 13706

Moved: Cr Lloyd
Seconded: Cr Kuchling

That Council acknowledge that persons noted have been appointed as a Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Senior Bush Fire Control Officers and Bush Fire Control Officers for the Shire of Lake Grace.

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd

Against: Nil

14.4.2 AIM HOSPITAL MUSEUM INTERPRETATION PLAN

Applicant	Michelle Slarke
File No.	0678
Attachments	AIM Hospital Interpretation Plan AIM Hospital Draft Museum Policies (Not for Public Viewing)
Author	Alan George
Disclosure of Interest	Nil
Date of Report	19 July 2023
Senior Officer	Alan George

Summary

For Council to adopt the AIM Hospital Museum Interpretation Plan-Final Draft as prepared by Michelle Slarke – Heritage and Culture Consultant

Background

Administration was successful in receiving funding of up to \$10,890.00 from the Heritage Grants Program 2021/2022 to complete an Interpretation Plan for the AIM Hospital which is listed on the State Register of Heritage Places, Place Number P12670.

Michelle Slarke was engaged to prepare the plan which is intended to provide practical guidance in the form of a set of recommendations for interpretive strategies.

Comment

This is a comprehensive long term plan for the future of the AIM Hospital and contains 6 key recommendations moving forward. In addition there have been two draft policies prepared to guide management of the museum and the collection.

There are many facets to this plan which cannot be implemented overnight and which will require some not insignificant funding to implement. It is envisaged that further grant funding will need to be sought.

At this stage Council support for the adoption of the draft plan is being sought with any implementations of the recommendations to be the subject of further investigations.

Legal Implications

The AIM Hospital is on the State Heritage List and is therefore is subject to its requirements and regulations.

Policy Implications

There is currently no specific Shire policy for the Aim Hospital.

A draft Interpretation and Display Policy prepared back in 2008 is on file which states;

Lake Grace Australian Inland Mission Hospital Committee will review the Interpretation and Display Policy every five years.

Consultation

This will need to be the subject of a lot of community consultation in order to be carried out.

Financial Implications

The majority of funding will need to be sought by way of further Heritage Grants in order to be able to fulfil all the recommendations.

Strategic Implications

This item aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027

Economic Objective - A prosperous agricultural based economy supporting diversification of industry		
Outcome	1.3	An attractive destination for visitors
Strategies	1.3.1	Promote and develop tourism as part of a regional approach
	1.3.2	Maintain and enhance local iconic attractions and infrastructure
	1.3.3	Continue to provide and maintain visitor support services
Environment Objective - Protect and enhance our natural and built environment		
Outcome	3.1	A well maintained attractive built environment servicing the needs of the community
Strategies	3.1.1	Maintain, rationalise, improve or renew buildings and community infrastructure
	3.1.2	Maintain the integrity of heritage buildings and places

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION 13707

Moved: Cr Hunt
Seconded: Cr Clarke

That Council:

Consider for adoption the AIM Hospital Museum Interpretation Plan as presented.

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd

Against: Nil

14.4.3 ARCHIVE BUILDING FOR NEWDEGATE HISTORICAL SOCIETY INC. ST FRANCIS OF ASSISI ANGLICAN CHURCH

Applicant	Newdegate Historical Society
File No.	0431
Attachments	Letter from Newdegate Historical Society Location map
Author	Alan George
Disclosure of Interest	Nil
Date of Report	19/7/23
Senior Officer	Alan George

Summary

For Council to view and consider the proposal from the Newdegate Historical Society (NHS) for the Shire to take on the ownership of Newdegate St Francis of Assisi and NHS to be responsible for the day to day running of the building, all operations, contents insurance and general low-level maintenance, while Shire is responsible for the building and land associated?

Background

The church in Newdegate has not operated for a number of years. In October 2019 the Diocese approached the Shire to see if it had any interest in obtaining the building or if it was aware of any groups in town that may be interested. At the time we were not prepared to take on another building in Newdegate. It is believed that the Diocese advertised its availability in the local newsletter.

The NHS have been in discussions with the church regarding the purchase as it is interested in the building for storage space and archiving and given that it is a brick building they see it as being appropriate for its purposes.

Comment

When the Shire was first approached by the Diocese we were advised that the property was under Crown Grant and that if there was an organisation that would like the use of the building that a transfer of the management order could be arranged. The proposal from the NHS states that the Diocese suggested that the NHS pay the land transfer costs and other incidentals for them to take ownership of the building. It would need to be determined if it would be an actual change in ownership (purchase) or just a change to the management order prior to proceeding.

The NHS in its proposal have posed 3 questions to Council as follows

1. Is there a likelihood that Council and the Shire would consider taking on the ownership of the Newdegate St Francis of Assisi church building?
2. Is there a likelihood that Council and the Shire would allow the NHS to operate the building in the same way we currently operate with the Hainsworth Building? Being that NHS look after the day to day running of the building, all operations, contents insurance and general low-level maintenance, while Shire is responsible for the building and land associated?
3. The NHS hasn't done any work in regard to the viability of the building – structurally, and this would obviously need to be done before purchase. Is this something that Council/The Shire would be happy to carry out and meet costs for?

To begin with, as mentioned above, the Diocese has offered the property to the NHS for the cost of the transfer fee and incidentals. Would the same offer be made to the Shire if we were to take it on as asked in the first question and is it the freehold or merely a transfer of Management Order? We weren't interested 4 years ago but at that time the NHS archiving and storage was not considered.

Do we want to take on the responsibility of another building in Newdegate albeit that we would only be responsible for insurance and major maintenance costs for the building? Given that it is proposed that it would be run along the same lines as the Hainsworth building, probably.

If we were interested in the building a structural inspection would be a requirement. The church has been empty for a long time and we would not like to take on any significant problems.

Given that the church is likely to remain unused in the future and that the NHS has a use for the building for storage and archiving purposes the proposal is seen as being feasible as long as the above questions are satisfied to Council's satisfaction. If left as is the church may just turn into another dilapidated empty building in town.

Legal Implications

A Lease document would need to be drawn up with the NHS for the occupation of the building.

Policy Implications

The St Francis of Assisi Anglican Church is listed on the Shire Municipal Heritage list as a Category D

Some heritage value, but not essential to an understanding of the district. Recommend that the place is not constrained by the Town Planning Scheme. Re-assess the significance of the place when the Inventory is regularly reviewed. Record prior to redevelopment or demolition.

Consultation

Newdegate Historical Society
Anglican Diocese of Bunbury

Financial Implications

The cost involved for the transfer of the Church would need to be determined as it may differ if it is purchased by the NHS as initially stated in the proposal or by the shire as stated in the questions to Council.

The building would need to be inspected structurally for its soundness which would incur some cost.

Insurance cost would be between \$500 and \$1,000 based on similar properties but is dependent upon a valuation.

The NHS would be responsible for minor maintenance, utilities, content insurance and grounds maintenance.

Strategic Implications

This item aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027

Economic Objective - A prosperous agricultural based economy supporting diversification of industry		
Outcome	1.3	An attractive destination for visitors
Strategies	1.3.1	Promote and develop tourism as part of a regional approach
	1.3.2	Maintain and enhance local iconic attractions and infrastructure
	1.3.3	Continue to provide and maintain visitor support services

Environment Objective - Protect and enhance our natural and built environment		
Outcome	3.1	A well maintained attractive built environment servicing the needs of the community
Strategies	3.1.1	Maintain, rationalise, improve or renew buildings and community infrastructure
	3.1.2	Maintain the integrity of heritage buildings and places

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION 13708

Moved: Cr Clarke
Seconded: Cr Kuchling

That Council:
Receives the proposal from the Newdegate Historical Society regarding the purchase of the St Francis of Assisi Anglican Church as an archive building.

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd

Against: Nil

14.4.4 REVIEW OF LOCAL LAWS

Applicant	Internal report
File No.	0378
Attachments	Shire of Lake Grace Local Laws (current)
Author	Chris Paget – Deputy CEO
Disclosure of Interest	Nil
Date of Report	19 July 2023
Senior Officer	Alan George – Chief Executive Officer

Summary

The purpose of this report is for Council to initiate a review of its local laws.

As prescribed section 3.16 of the *Local Government Act 1995* ('the Act'), The Shire of Lake Grace is required to review its local laws every eight years. It is proposed that Council formally initiates a review and provides Statewide and local public notice of the review, as required under section 3.16(2) of the Act.

Background

Section 3.16 of the *Local Government Act 1995* requires periodic reviews of local laws. A local government is to carry out a review of a local law to determine whether or not it considers that it should remain unchanged, be repealed or amended. The review is to be conducted within eight years from the day each local law commenced, or from when a report of a review of the local law was accepted under s3.16.

The local government is to give statewide and local public notice stating that:

1. The local government proposes to review the local law;
2. A copy of the local law may be inspected or obtained at any place specified in the notice; and
3. Submissions about the 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 six weeks after the notice is given.

After the last day for submissions, the local government is to consider comments received and cause a report of the review to be submitted to Council. When Council has considered the report, it may determine (by absolute majority) whether or not it considers that the local law should be repealed or amended.

The Shire of Lake Grace currently has ten local laws due for review:

- a) Standing Orders Local Law 2015
- b) Local Government Property Local Law 2015
- c) Lake Grace, Newdegate, Lake King and Varley Public Cemeteries Local Law 2017
- d) Health Local Law 2016
- e) Fencing Local Law 2015
- f) Extractive Industries Local Law 2015
- g) Dogs Local Law 2015
- h) Bush Fire Brigades Local Law 2015
- i) Activities on Thoroughfares and Trading in Thoroughfare and Public Places Local

Law 2015

j) Animals, Environment and Nuisance Local Law 2016

A copy of the Shire's current local laws is attached with this report. A full list of the Shire's local laws and a copy of the relevant gazette (including those that have previously been repealed) can be found on the Department of Local Government, Sport and Cultural Industries website.

Comment

As a period of eight years has now passed since Council completed the last review of the majority of its local laws in December 2015, it is necessary commence the process once more in accordance with the Act. While the Act does not expressly prescribe a timeframe in which the procedure for making local laws is to be completed, the procedure should be undertaken with 'all convenient speed' in line with the *Interpretation Act 1984*. It is the advice of the Western Australian Local Government Association (WALGA) and the Department of Local Government, Sport and Cultural Industries that local law procedures that take more than a year to resolve should be restarted.

It is important to note that the current WA State Government Local Government Reform process proposes to introduce standardised meeting procedures for all Councils, as well as streamlining local laws in order to create greater consistency and reduce the complexity of regulation - particularly for rules about installing minor signage for small business, and the planning of community events. There will be new, simple model local laws that local governments can easily adopt once the supporting legislation and regulations have been developed. This second tranche of reforms is not expected to be implemented until well after the October 2023 local government elections, thus it is appropriate that Council commences its review process now so as not to contravene the prescribed statutory timeline.

Council should take the following review objectives into consideration:

- a) To remove unnecessary regulation and 'red-tape' as it imposes a burden of compliance on the community and a burden of enforcement on the Council;
- b) Enable improved interpretation and understanding of the laws by making legislation easier to use;
- c) Rationalise legislation governing issues where there are important inconsistencies or duplication across statutes;
- d) Streamline administrative processes.

Given the complexity and scale of the review, timing of a further report back to Council on the outcome of the review is not expected to be available for several months. However, briefings of Council and possibly workshops will occur during the process and prior to a finalised report being presented for consideration and adoption.

The final step in the lawmaking process is to provide a copy of the new laws to the WA Joint Standing Committee (JSC) on Delegated Legislation, for review. The JSC is comprised of eight members of the WA State Parliament, with equal representation from the Legislative Council and Legislative Assembly. It has the authority to recommend to Parliament that a local law be disallowed. The JSC examines all regulations, rules, by-laws, local laws, and other subsidiary legislation made that are subject to section 42 or the *Interpretation Act 1984*.

After adoption and Gazettal, a copy of a local law (and amendment local laws), and additional information is to be sent to the JSC. In examining local laws, the JSC contemplates whether or not it:

- a) Is authorised or contemplated by the empowering enactment.
- b) Has an adverse effect (which includes abrogation, deprivation, extinguishment, diminution and a compulsory acquisition, transfer, or assignment) on existing rights, interests, or legitimate expectations beyond.
- c) Giving effect to a purpose authorized or contemplated by the empowering enactment.
- d) Ousts or modifies the rules of fairness.
- e) Deprives a person aggrieved by a decision of the ability to obtain review of the merits of that decision or seek judicial review.
- f) Imposes terms and conditions regulating any review that would be likely to cause the review to be illusory or impracticable.
- g) Contains provisions that, for any reason, would be more appropriately contained in an Act.

Scrutiny by the Committee and disallowance are an accountability mechanism to guard against the making of subsidiary legislation, that is either unlawful by going beyond the power that is delegated or offends one of the Committee's Terms of Reference, which have been set by Parliament.

Reports provided by the JSC on their recent reviews and decisions on local laws are publicly available on the Parliament of WA website and will be considered by the Shire in its review.

Statutory/Legal Implications

Local Government Act 1995

3.16 Periodic review of local laws

- (1) *Within a period of 8 years from the day when a local law commenced or a report of a review of the local law was accepted under this section, as the case requires, a local government is to carry out a review of the local law to determine whether or not it considers that it should be repealed or amended.*
- (2) *The local government is to give Statewide public notice stating that –*
 - (a) *the local government proposes to review the local law; and*
 - (b) *a copy of the local law may be inspected or obtained at any place specified in the notice; and*
 - (c) *submissions about the 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.*
- (2a) *A notice under subsection (2) is also to be published and exhibited as if it were a local public notice.*
- (3) *After the last day for submissions, the local government is to consider any submissions made and cause a report of the review to be prepared and submitted to its council.*
- (4) *When its council has considered the report, the local government may determine* whether or not it considers that the local law should be repealed or amended.*

** Absolute majority required.*

Policy Implications

Nil

Consultation

In accordance with section 3.16 of the *Local Government Act 1995*, the Shire is required to give Statewide and local public notice of the proposed review of the local laws, inviting submissions for a period of no less than six weeks after the notice is given. This initial six-week period of consultation is an opportunity for the community to comment on the review of the existing local laws (not on proposed new laws). This is the procedure set out under the *Local Government Act 1995*.

The Act requires further consultation if new laws are proposed that are substantially different from the existing laws. Any proposed new draft laws cannot be finalised until after the initial six-week consultation has occurred and submissions considered, Council has been briefed and the necessary research has been completed.

A further report must be provided to Council on the outcome of the review and proposing a new set of draft local laws. A further six-week consultation period will then be required on the new set of proposed local laws.

The second six-week consultation period will be extensive and result in submissions being received and considered with a final report to Council proposing a new set of draft local laws for Council adoption.

Financial Implications

Funds have been allocated in the draft 2023-24 Annual Budget for consultants to undertake this review.

Strategic Implications

This item aligns with the Shire of Lake Grace Strategic Community Plan 2017-2027:

Leadership – Strong governance and leadership, demonstration fair and equitable community values.		
Outcome	4.1	A strategically focussed, unified Council functioning efficiently
Strategies	4.1.1	Provide informed leadership on behalf of the community
	4.1.3	Provide strategic leadership and governance
Outcome	4.2	An efficient and effective organisation
Strategies	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION 13709

Moved: Cr Lloyd

Seconded: Cr Clarke

That Council resolves to undertake a review of all of its Local Laws in accordance with section 3.16 of the *Local Government Act 1995* and to give statewide and local public notice of this intent.

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd

Against: Nil

14.5 FINANCE

14.5.1 ACCOUNTS FOR PAYMENT – JUNE 2023

Applicant	Internal Report
File No	0277
Attachments	List of Accounts Payable
Author	Tegan Hall – Manager Corporate Services
Disclosure of Interest	Nil
Date of Report	17 July 2023
Senior Officer	Mr Alan George - Chief Executive Officer

Summary

For Council to ratify expenditures incurred for the month of June 2023.

Background

List of payments for the month of June 2023 through the Municipal and Trust accounts is attached.

Comment

In accordance with the requirements of the Local Government Act 1995, a list of creditors is to be completed for each month showing:

- (a) The payee's name
- (b) The amount of the payment
- (c) Sufficient information to identify the transaction
- (d) The date of payment

The attached list meets the requirements of the Financial Management Regulations.

Legal Implications

Local Government (Financial Management) Regulations 1996 – Reg 12

Local Government (Financial Management) Regulations 1996 – Reg 13

Policy Implications

Policy 3.6 - Authorised Use of Credit Card/Fuel Cards

Policy 3.7 - Purchasing Policy

Consultation

Nil

Financial Implications

The list of creditors paid for the month of June 2023 from the Municipal and Trust Accounts
Total \$1,769,175.51

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017-2027 particularly Outcome 4.2 and Strategies 4.2.1 and 4.2.2 :

Leadership Objective		Strong governance and leadership, demonstrating fair and equitable community values
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority

RECOMMENDATION / RESOLUTION

RESOLUTION 13710

Moved: Cr Lloyd
Seconded: Cr Clarke

That Council ratify the list of payments totalling \$1,769,175.51 as presented for the month of June 2023 incorporating:

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT25063 – EFT25221	\$1,714,045.94
Municipal Account Cheques	37074 - 37079	\$20,500.71
Direct Debits	DD10527.1 – DD10562.1	\$34,577.86
Trust	1543	\$51.00
	TOTAL	\$1,769,175.51

CARRIED 5/0

For: Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd

Against: Nil

Shire of Lake Grace

CERTIFICATE OF EXPENDITURE
June 2023



This Schedule of Accounts to be passed for payment, covering

Payment Method	Cheque/EFT/DD Number	Amount
Electronic Funds Transfers	EFT25063 – EFT25221	<u>\$1,714,045.94</u>
Municipal Account Cheques	37065 - 37079	<u>\$20,500.71</u>
Direct Debits	DD10527.1 – DD10562.1	<u>\$34,577.86</u>
Trust	1543	<u>\$51.00</u>
	TOTAL	<u>\$1,769,175.51</u>

to the Municipal and Trust Accounts, totalling \$1,769,175.51 which were submitted to each member of the Council on 26 July 2023, have been checked and 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 costing's and the amounts shown are due for payment.

Alan George
CHIEF EXECUTIVE OFFICER

Senior Finance Office Victoria Fasano joined the meeting via phone at 4.17pm

14.5.2 2023/2024 SHIRE OF LAKE GRACE – BUDGET ADOPTION

Applicant	Internal Report
File No.	0781
Attachments	<ul style="list-style-type: none"> • 2023/2024 Statutory Budget • Schedules • Fees and Charges
Author	Victoria Fasano Senior Finance Officer - Investments & Reporting
Disclosure of Interest	Nil
Date of Report	20 July 2023
Senior Officer	Mr Alan George Chief Executive Officer

Summary

To consider and adopt the Municipal Fund Budget for the 2023/2024 financial year together with supporting schedules, including striking of the municipal fund rates and other consequential matters arising from the budget papers.

Background

The 2023/2024 Budget has been compiled based on the parameters established in the Council integrated planning documents including Long Term Financial Plan, Corporate Business Plan and Strategic Community Plan.

Council gave consideration to the detail within the budget after working through four budget workshops in April, May and July 2023.

Comment

Further to the Budget Workshops and Ordinary Council Meetings all changes have been incorporated into this document along with all committed projects not complete as at 30 June 2023.

Rates

The 2023/2024 Budget has been prepared to include a 3% increase in the rate in the dollar to GRV rates and a 3% increase on UV rates with a minor increase in minimum rates. The UV rate was not increased by rate in the dollar as per previous practice as the Shire have received notification from Landgate that the property values on unimproved rated properties had increased significantly. Instead the rate in the dollar has been reduced to allow for an overall increase of 3% so as to reduce the impact of the increase in valuations.

Specified area rates for sewerage has been prepared with a 3% increase for the Lake Grace Sewerage Scheme.

Borrowings

There will be no new borrowings for 2023/24. The outstanding loan principal at 1 July 2023 is \$1,213,744. The principal repayments for 2023/24 amount to \$177,282 and interest payable of \$38,474 leaving a balance of \$1,036,462 at 30 June 2024.

Infrastructure – Roads, Footpaths, Drainage and Cemetery Upgrades

An amount of \$4,251,182 has been set aside for road renewal and upgrades to cover works on Jarring South Road, Magenta Road, Rodger Road, Mallee Hill Road, Fitzgerald Road, Nth Lake Grace-Karlgarin Road, Old Ravensthorpe Road, West Kuender Road, Winchcombe Road, Hatters Hill Road, Burngup Road, Crooks/Kent Road, Biddy Camm Road, Rasmussen Road, McCracken Road and Waddell Street.

Allocations of \$628,071 have been provided to carry out capital works for Dykes Road Drainage, Lake King Cemetery Fence, Lake Grace Cemetery Roadway, Lake Grace Footpaths and Newdegate Footpaths, Fuel Storage Lake Grace Depot, Buniche Dam Revitalisation, Dempster Rock Dam Revitalisation and construction of new Newdegate Dam.

Infrastructure – Parks, Gardens and Recreation Facilities

A total of \$1,611,851 has been allocated for capital parks and garden works which include Lighting for Newdegate Hockey Field, Lake Grace Football Field Lighting, Lake Grace Sporting Complex Entry, Jam Patch BBQ & Picnic Shelters, Lake Grace Visitor Centre Park, Newdegate Street Bin Shrouds, Lake Grace Walkway Shelters, Lighting for Lake Grace and Lake King Playgrounds, Padley Park Stormwater Capture, Lake Grace Bowling Club Lights, Lake Grace Community All Ages Playground, Lake Grace Pump Track, Lake Grace RV Park and Lake Grace Lookout Upgrade.

Property, Plant & Equipment

An amount of \$1,547,308 has been allocated to Shire Building refurbishment and upgrades including Admin Office Building, Relocation of Toy Library to Daycare Centre, Shire houses, Varley Public Toilet, Lake Grace Hall Refurbishment, Lakes Village Hall, Lake King Sports Pavilion, Lake Grace Sports Pavilion Bar, Varley Sports Pavilion, Newdegate Hockey Shed Replacement, Lake King Library, AIM Building, Lake Grace RSL Hall, Lake Grace Visitor Centre, Lake King Tractor Museum Shed and Newdegate Museum Shed. An amount of \$100,000 has been included to install services into the Industrial Land to make ready for sale.

The Shire is currently in the process of applying for a Building Regions Program Grant for the works at the Lake King Sports Pavilion. Also in consideration are funding options for housing within Lake Grace including the release of some more residential and light industrial land.

An amount of \$1,080,000 has been allocated to purchase plant and equipment which includes MIS Prado, Lake Grace and Newdegate Digital Speed Signs, Lake Grace & Newdegate Town CCTV, DFES Fast Fill Trailers, Lake Grace Pool Diving Board & Net, Lake Grace Pool Blankets and Roller, Skid Steer Plant Trailer, Backhoe, Builders 4WD Ute, Mobile Traffic Light Trailer, Lake Grace Community Bus, Lake Grace and Newdegate Digital Display Sign and Lake Grace Football Electronic Score Board.

Reserve Transfers

It is proposed to transfer \$1,321,718 to Reserves which includes \$210,884 interest, Lake Grace Sewerage Reserve \$100,000, Housing \$400,000, Swimming Pool \$175,834, Land Development \$135,000, Plant Replacement \$200,000 and Newdegate Stadium Floor \$100,000. Nil will be transferred out of Reserves. This will give a total closing balance of \$6,593,811.

Legal Implications

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to

prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending 30 June of the next year.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and the raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The budget as presented is considered to meet statutory requirements.

- Cemeteries Act 1986
- Waste Avoidance and Resources Recovery Act 2007
- Local Government (Miscellaneous Provisions) Act 1960

Policy Implications

Policy 3.3 - Specified Area Rating is used for consideration of rating levied for the Lake Grace Sewerage Scheme.

Consultation

Internal Staff members and Council
External Community groups have had the opportunity to submit budget requests

Financial Implications

The Budget document establishes activities which the Shire will pursue during the 2023/2024 financial year taking into account the Shire of Lake Grace Corporate Business Plan and Long-Term Financial Plan.

Strategic Implications

Shire of Lake Grace Strategic Community Plan 2017 – 2027

Leadership Objective – Strong governance and leadership, demonstrating fair and equitable community values.		
Outcome	4.2	An efficient and effective organisation
Strategies	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

SUMMARY OF COUNCIL ADOPTION

PART A - MUNICIPAL FUND BUDGET FOR 2023/2024

That Council, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the Municipal Fund Budget for the 2023/2024 financial year.

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, and Clause 9 of the Local Government (COVID-109 Response) impose the following general and minimum rates on Gross Rental and Unimproved Values.

General Rates

Gross Rental Value (GRV)	14.4746 cents in the dollar
Rural (UV)	0.8600 cents in the dollar

Minimum Rates

Gross Rental Value (GRV)	\$530
Unimproved Value (UV)	\$540

2. That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation 64 (2) of the Local Government (Financial Management) Regulations 1996, offers a one, two and four instalment payment option, and nominates the following due dates for payment in full or by instalments:

Full payment and 1st instalment due date	4 September 2023
Second half instalment due date	6 November 2023
Second quarterly instalment due date	6 November 2023
Third quarterly instalment due date	8 January 2024
Fourth quarterly & final instalment due date	11 March 2024

3. That Council, pursuant to section 6.45 of the Local Government Act 1995 and regulation if the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$11 for each instalment after the initial instalment is paid.
4. That Council, pursuant to section 6.45 of the Local Government Act 1995 and Clause 13 regulation 8 of the Local Government (COVID-19 Response) Ministerial Order 2020 gazetted 8 May 2020 adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
5. That Council, adopt by absolute majority in accordance with section 6.13 of the Local Government Act 1995 and clause 8 of the Local Government (COVID-19 Response) Ministerial Order 2020 gazetted 8 May 2020 a rate of interest of 7% applicable to any amount owing (other than rates or service charges) with interest calculated from the due date, which is 35 days from the date of issue shown on the account for payment, subject to:

This interest rate cannot be applied to a person who is considered by the Shire of Lake Grace to be suffering financial hardship as a consequence of COVID – 19 Pandemic

PART C – GENERAL FEES AND CHARGES FOR 2023/2024

That Council, pursuant to section 6.16 of the Local Government Act 1995, adopts the fees and charges included in the 2023/2024 budget as attached to this agenda.

PART D – OTHER STATUTORY FEES FOR 2023/2024

1. That Council, pursuant to Part 7 Local Government Planning Charges Planning and Development Regulations 2009 adopts the Fees and Charges for Planning Services within the Shire of Lake Grace as included in the 2023/2024 budget as attached to this agenda.
2. That Council, pursuant to section 53 of the Cemeteries Act 1986 adopts the Fees and Charges for Cemeteries within the Shire of Lake Grace as included in the 2023/2024 budget as attached to this agenda.

3. That Council, pursuant to section 245A(8) of the Local Government (Miscellaneous Provision) Act 1960 adopts the swimming pool inspection fee included in the 2023/2024 budget as attached to this agenda.
4. That Council, pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopt the charges for the removal and deposit of domestic and commercial waste as included in the 2023/2024 budget as attached to this agenda.

PART E – ELECTED MEMBERS FEES AND ALLOWANCES FOR 2023/2024

That Council, pursuant to section 5.98(1)(b) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopt the following annual attendance fees for elected members:

President's Allowance	\$20,875
Deputy President's Allowance	\$5,219

Meeting Attendance Fees

President	\$8,487
Elected Members	\$4,244

Information and Technology Allowance of \$3,623 to each Elected Member.

PART F – MATERIAL VARIANCE REPORTING FOR 2023/2024

That Council, in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2023/2024 for reporting material variances shall be a percentage of ten (10) or a minimum of \$5,000, whichever is the greater.

Voting Requirements

Absolute majority

RECOMMENDATION / RESOLUTION

RESOLUTION **13711**

Moved: **Cr Hunt**
Seconded **Cr Kuchling**

That Council adopt the 2023/2024 Shire of Lake Grace Budget, Fees and Charges as presented pursuant to Local Government Act 1995.

CARRIED **5/0**
For: **Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd**
Against: **Nil**

14.6 COMMUNITY SERVICES

Nil

15.0 QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16.0 INFORMATION BULLETIN – JULY 2023

Applicant	Internal Report
File No.	Nil
Attachments	Information Bulletin Cover Page Only
Author	Alex Adams - Executive Assistant
Disclosure of Interest	Nil
Date of Report	21 July 2023
Senior Officer	Mr Chris Paget - Deputy Chief Executive Officer

Summary

The purpose of the Information Bulletin is to keep Elected Members informed on matters of interest and importance to Council.

Background / Comment

The Information Bulletin Reports deal with monthly standing items and other information of a strategic nature relevant to Council. Copies of other relevant Councillor information are distributed via email.

The July 2023 Information Bulletin attachments include:

Reports:

- Infrastructure Services Report – June 2023
- Environmental Health Officer Report – June 2023
- Lake Grace Library Report – June 2023
- Newdegate Library Report – June 2023
- Lake King Library Report and Statistics – June 2023
- Lake Grace Visitor Centre Report – April-June 2023

External Organisations

- WALGA Central Country Zone Minutes – 23 June 2023
- Varley Progress Association Minutes – 27 June 2023
- Rural Water Council Minutes (AGM) – 11 April 2023

Circulars, Media Releases, Newsletters, Letters

- Community Newsletters as circulated via email

Legal Implications

Nil

Policy Implications

Nil

Consultation

Nil

Financial Implications

Nil

Strategic Implications

This aligns with the Leadership Objective of the Shire of Lake Grace Strategic Community Plan 2017 – 2027

Leadership Objective - Strong governance and leadership, demonstrating fair and equitable community values		
Outcome	4.1	A strategically focused, unified Council functioning efficiently
Strategy	4.1.1	Provide informed leadership on behalf of the community
	4.1.2	Promote and advocate for the community and district
	4.1.3	Provide strategic leadership and governance
Outcome	4.2	An efficient and effective organisation
Strategy	4.2.1	Maintain accountability and financial responsibility through effective planning
	4.2.2	Comply with statutory and legislative requirements

Voting Requirements

Simple majority required.

RECOMMENDATION / RESOLUTION

RESOLUTION **13712**

Moved: **Cr Hunt**
Seconded: **Cr Clarke**

That Council accepts the Information Bulletin Report for July 2023.

CARRIED **5/0**

For: **Cr Armstrong, Cr Hunt, Cr Kuchling, Cr Clarke, Cr Lloyd**

Against: **Nil**

M Slarke left the meeting at 4.23pm.

17.0 CONFIDENTIAL ITEMS AS PER LOCAL GOVERNMENT ACT S5.23 (2)

Nil

18.0 DATE OF NEXT MEETING – 23 AUGUST 2023

The next Ordinary Council Meeting is scheduled to take place on Wednesday 23 August 2023 commencing at 3:30pm at the Council Chambers, 1 Bishop Street, Lake Grace.

19.0 CLOSURE

There being no further business, the Shire President closed the meeting at 4.24 pm.

20.0 CERTIFICATION

I, Leonard William Armstrong, certify that the minutes of the Meeting held on Wednesday 26 July 2023 as shown were confirmed as a true record of the meeting.

Signature

Date

Shire of Lake Grace

Local Emergency Management
Committee

Minutes

10 August 2023

Meeting Commencing at 1:00 pm



Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Lake Grace for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal or informal conversations with staff. The Shire of Lake Grace disclaims any liability for any loss whatsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's and or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for license, any statement or limitation or approval made by a member or officer of the Shire of Lake Grace during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Lake Grace. The Shire of Lake Grace warns that anyone who has an application lodged with the Shire of Lake Grace must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Lake Grace in respect of the application.

Acknowledgement of Country

I begin today by acknowledging the Ballardong people, Traditional Custodians of the land of which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

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SHIRE OF LAKE GRACE

Minutes of the Local Emergency Management Committee (LEMC) meeting held at Council Chambers, 1 Bishop Street, Lake Grace on Thursday 10 August 2023.

1.0 Opening and Welcome

The Shire President opened the meeting at 13:02 pm.

(Note: Under the Terms of Reference, the Local Emergency Coordinator (OIC Lake Grace Police) is the Deputy Chair, if not available, the Committee is to appoint a member to preside at the meeting).

"I begin today by acknowledging the Ballardong people, Traditional Custodians of the land of which we meet today, and pay my respects to their Elders past, present and emerging.

I extend that respect to Aboriginal and Torres Strait Islander peoples here today."

2.0 Record of Attendance

Present:

Name	Role	Agency
Cr Len Armstrong	Shire President	Shire of Lake Grace
Alan George	CEO	Shire of Lake Grace
Chris Paget	DCEO/ Local Recovery Coordinator	Shire of Lake Grace
Matt Castaldini	CESM	Shire of Lake Grace
Ross Chappell		SJA Lake Grace
Gary Guelfi		SJA Newdegate
Judy Garlick	Principal	Newdegate PS
Josh Egan-Reid	Sergeant	WA Police Force
Gavin Stevens	Area Officer	DFES
Mitch Davies	Regional Operations Manager	DFES
Joanne Spadaccini	DESO	Department of Communities
Brett Dew		Western Power

Apologies:

Name	Role	Agency
Craig Elefsen	MIS	Shire of Lake Grace
Lisa Pearce	HSM	WACHS – Lake Grace
Kerrienne Mills	Principal	Lake Grace DHS
Barry Grady	Community Paramedic	St John Ambulance

In Attendance / Observers / Visitors:

Name	Role	Agency

3.0 Disclosure of Interests

Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Minutes. These should be declared now and if possible, raised with the chairperson prior to the meeting to determine the appropriate way to manage the conflict.

Nil

4.0 Guest Presentations

Nil

5.0 Confirmation of Minutes – 11 May 2023

Voting Requirements

Absolute majority required.

Recommendation / Resolution

Moved: Josh Egan-Reid

Seconded: Ross Chappell

That the Minutes of the Local Emergency Management Committee (LEMC) meeting held on 11 May 2023 be confirmed as a true and accurate record.

CARRIED

6.0 Review of Action List and Business Arising

Item	Owner	Status

7.0 Correspondence

7.1 Correspondence In

- DFES/ SEMC Restricted Access Permit System consultation request.

7.2 Correspondence Out

- Department of Communities Welfare Centre Exercise in Dumbleyung on 11 July 2023
- Shire of Lake Grace Staff and Councillors – Emergency Management Fundamentals Training Course

8.0 Review of LEMC Membership and Contact List Updates

Members to provide updates for contacts lists if there are any changes.

None received

9.0 Local Emergency Management (Standing Items)

9.1 Post Incident Reports

Discussion and note any outcomes to be actioned.

Nil

9.2 Incident Support Group (ISG) Activations

Discussion and note any outcomes to be actioned.

Nil

9.3 Post Exercise Reports

Discussion and note any outcomes to be actioned.

Nil

9.4 Exercise

Discuss objectives (what needs to be achieved) and dates.

Nil

9.5 Review Local Emergency Management Arrangements

(Updates to be table or requested to be addressed as required)

Matt Castaldini: Member agencies were invited to provide feedback on the arrangements where available.

9.6 Risk Management Updates

(Monitor and review emerging risks, mitigation actions etc.)

Matt Castaldini: Member agencies were invited to report on any known emerging risks and mitigation actions where known.

There are no evolving situations at present.

10.0 Minutes Items

10.1 (CESM) Dangerous Goods Transportation

The Shire of Lake Grace has a major arterial road running through the Shire East-West. Discussion about the potential of an incident occurring that involves dangerous goods being transported by road and collaboration between agencies.

Department of Communities reported that they assisted with the recent New Norcia HAZMAT truck fire incident and that they needed to open evacuation centres in the Shires to the North and South of the incident due to the prescribed exclusion zone. Noting the Shire could be called upon for an incident in a neighbouring area.

DFES spoke to some upcoming training for the VFRS in town to further train and strengthen their capability, noting the response is done by volunteers who are supported by on-call staff in Narrogin and Perth.

11.0 Agency Reports

Member reports to consider/ address:

- What is your current capability for managing incidents/responses? (do you have enough trained and/or experienced people, and resources)
- What is your capacity (such as staff and/or volunteer numbers) and resources looking like for the future? Do you have a volunteer recruitment strategy?
- Are there any new or emerging risks that might impact your organisation (changes to legislation, seasonal outlooks, new industrial developments)
- Do you have any exercises planned? Can other agencies attend to participate or observe?
- If you have had any incidents or exercises what were the lessons identified – are any of these common to other organisations?

- Thinking about your community/ies, how well prepared are they to respond to your hazard/emergency
- What community engagement activities have you carried out / have planned
- How resilient do you think your community is for your hazards and what could be done to improve community resilience?

11.1 Shire of Lake Grace

Our Bushfire Brigade member capacity is good, noting that while not in fire season we have a limited firefighting resource available as farm units are not typically ready and available.

We have been watching the ACH Act implementation and note that we fell under the exemption for emergency incidents. Also noting that the ACH act is being withdrawn.

Nil exercises but we recently completed a 3-day intensive training event for Fire Control Officers which went very well, progressing our FCOs on their training journey, working towards some more higher-level training.

11.2 WA Police Force

We are currently operating 2 vehicles from our station, manned by 3 officers. Other surrounding stations have recruited and filled vacant positions, giving a good result for the community with good numbers of officers available in the region at most times.

Scott Oatridge has recently completed Land Search and Rescue which is good, bringing us to two officers trained at the station.

Question: Does the drone/RPAS capability in Albany have thermal imaging abilities?

Answer: Yes, as far as we are aware. The proposed drone/RPAS for Katanning or Narrogin may have these capabilities too, but we have limited details at this stage.

11.3 Bush Fire Brigades – (Chief Bush Fire Control Officer)

Nil

11.4 Lake Grace Volunteer Fire and Rescue

Nil

11.5 St John Ambulance

- **Community Paramedic**

From SJA Lake Grace, Barry has recently returned from leave.

- **Lake Grace Subcentre**

Still completing transfers, low number of jobs, the recent Colts carnival saw some activity with support received from Newdegate to crew the vans over the weekend event.

- **Newdegate Subcentre**

We are hoping to be in our new building in a month, which is progressing well. The Field day is next month will have a significant commitment with support from other local subcentres.

We recently had a multi-agency incident, and we appreciate support from the other agencies.

- **Lake King Subcentre**

Nil

- **Varley Subcentre**

Nil

11.6 DFES - Department of Fire & Emergency Services

See attachment:

1. Report and Information sheet

11.7 WACHS - Lake Grace District Health Services

Nil

11.8 Education Department

- **Lake Grace District High School**

Nil

- **Newdegate Primary School**

Judy Garlick: We have recently updated our school bushfire plan and this has been accepted by EDWA; as part of the plan we have cleared a 20m buffer of weeds. Additionally, our First aid training level has reached 90% of our staff.

- **Lake King Primary School**

Nil

11.9 Department of Communities

Attachments:

1. District Emergency Services Officer – Wheatbelt DEMC Update: July 2023
2. Local Emergency Welfare Plan

The Local Welfare Plan for the Narrogin District has been updated recently with information from partner agencies. This will be distributed through the LEMC. If you have any comments please advise Jo Spadaccini (contact details in the attached document).

We are required to conduct Welfare centre audits with local governments. As part of this process, I have reviewed the Lake Grace Hall (moving to a secondary site), the Newdegate Recreation Precinct/Pavilion, the Country Club and the Hall. Through this process additional information is being sought following the impact of TC Seroja inland past typically cyclone impacted areas. The Building code information, relevant at the time of build is now being included on the welfare centre information sheet.

As mentioned before, in discussion with the Shire we are swapping Lake Grace town hall and pavilion sites in relation to their primary/secondary preference.

Len Armstrong:

What is the capacity at Newdegate?

Matt Castaldini:

The Newdegate Hall has been removed, with the Pavilion being left as the primary site. We had a look at the Country Club, which could be utilised if we only had a small number of impacted persons. The main drawback with all sites in the Shire is that we do not have backup power redundancy options. At least having a generator inlet plug and switch would be a minimum to enhance the capability.

Len Armstrong:

I believe the Newdegate Community are also discussion options about this.

Brett Dew:

Western Power do have some High Voltage Injection options if available to inject power upstream of a specific area.

Ross Chappell:

The Lake Grace SJA Subcentre has a generator inlet, a WAERN radio and sufficient GPOs to be utilised as an incident coordination centre.

11.10 Water Corporation

Nil

11.11 Main Roads WA

Nil

11.12 Western Power

Western Power have some drone capability although we do not have any IR/UV sensing capacity. We are limited to visual line of sight operations based on our licence.

Organisationally we are taking steps to source a drone capacity, approvals and licensing for longer distance drone inspection of the network.

We are currently reliant on helicopters for inspection, which you are likely to see in operation locally.

Our works program is currently focussing on towns and from roads as paddocks are not currently conducive to access for heavy trucks.

Our staffing is still low, we looking at local employment/ apprentices as the recent campaigns are really only securing workers for metropolitan or coastal areas. We have access to drive in and out support, with our crews being on call one in 3 weeks, which is not good.

Emergency Response Generation (ERG) is available from metro, with contracts being maintained for transport. This was deployed to Kalbarri and Geraldton overnight with TC Seroja and we can utilise that capability here if required.

We will advise if we get a thermal imaging capability with the drone.

11.13 CBH Group Lake Grace

Nil

11.14 DBCA - Parks and Wildlife Service

We are nearly fully staffed, noting that new staff have a lack experience.

Employment is very competitive so often we don't have much choice with experienced people typically heading to the mining sector.

Our regional preparedness activities are well underway with pre-season training in September for staff and participation in an exercise with DFES planned. We also had 3 staff deployed to Canada who have recently returned.

Matt Castaldini:

Is the hazard reduction burn in Dragon Rocks Nature Reserve likely to go ahead prior to summer?

Mitch Davies:

Not likely this year, as we do not burn after 15 September due to the potential impact to farming.

11.15 DPIRD - Department of Primary Industries and Regional Development

Nil

11.16 Other Groups / Members

Nil

12.0 General Business

12.1 Funding Nominations and Applications

We have received access to the EM Fundamentals course and links have been sent to Shire staff and Councillors. The training provides some foundational knowledge of the role of local government in Emergency Management.

There is additional funding for Key staff/ interested councillors to undertake recovery centric training. The plan is to host either one or two courses in Lake Grace and invite other local governments to attend. We can cover the tuition fee for the course under our grant.

12.2 General Business from the Floor

Ross Chappell – Can we find out what is on the road, not necessarily who and when?

Can the LEMC contact MRWA to ask what DGs are transported through the Shire with a frequency?

Discussion around lithium batteries: The challenges with extinguishment and best practise were articulated, Gavin from DFES will share some information through the LEMC.

13.0 Date of Next Meeting

Please see the dates for upcoming meeting;

- Thursday 02 November 2023

14.0 Closure

There being no further business, the Shire President closed the meeting at 14:02 pm.

15.0 CERTIFICATION

I, _____, certify that the Minutes of LEMC Meeting held on 10 August 2023 as shown were confirmed as a true record of that meeting.

Signature

Date



Lake Grace LEMC Report

10 August 2023

KEY MESSAGES – Home Fire Safety

Lithium-ion batteries: Last year, firefighters responded to 64 structure fires caused by lithium-ion batteries, up from 34 in 2020. Firefighters have already been called to 32 of these incidents in 2023, with the State now in its busiest period of the year for residential fires. Information on lithium-ion battery fires and prevention tips can be found at <https://www.dfes.wa.gov.au/hazard-information/fire-in-the-home/lithium-ion-batteries>.

Smoke Alarms: An alarming 75 per cent of deaths caused by home fires last year occurred in properties that were not fitted with working smoke alarms. Change your smoke alarm battery every year if it has a replaceable battery, test it every month by pressing the 'test' button and clean it twice a year with a vacuum cleaner to remove cobwebs and dust. All smoke alarms, regardless of the type or model, need to be replaced every 10 years. For more information on maintaining your smoke alarms visit www.dfes.wa.gov.au/smokealarms

Of note for the LEMC the Lake Grace VFRS in the last period have been called to both these events within the region over the last period

Recent Events

Canada Deployments: Over 50 Department of Fire and Emergency Services staff and DBCA personnel have lent their skills in complex incident management functions such as public information, sector command, fire behaviour analysis and heavy equipment coordination to international wildfire effort.

Earthquake: Sunday 6 August just after 0530hrs North East of Gnowangerup near Lake Grace at 50m a 5.6 magnitude quake was recorded for about 30 seconds and felt up to 300kms away. See Fact Sheet attached for SES contacts and Geoscience Aust information.

Upcoming Events

Newdegate Field Day: Supporting the Shire of Lake Grace Display from a community perspective but aware of the influx of roadway movements.

Preparing for upcoming Bushfire Season: The Seasonal outlook is still pending however we are conscious of the extreme season in the northern hemisphere and the climatic indicators



Lake Grace LEMC Report

10 August 2023

observed this year. Training is happening at a consistent pace and pre-season briefings are coming together. Lake Grace VFRS are increasing their BA wearers 9&10th Sept and also doing Pump Operations in that month to continue to improve capability.

Staffing: District Officer Emergency Management Paul Blechynden is away now until 21 Sept. Our Bushfire Mitigation Officer Blake Halford returns from Canada next week. I will be on some leave (new baby) mid-October to end of November but my leave replacement is accessible on my mobile and email below.

Leaders Forum: on the 19th August in Narrogin and Volunteer leaders are coming together in Narrogin for our annual leaders forum to support BGU operations.

Many thanks,

Gavin Stevens

Area Officer Narrogin East

0475 224 640

AOEastUpperGreatSouthern@dfes.wa.gov.au

Earthquakes



Earthquake Fact Sheet

Earthquakes can strike suddenly and without warning.

You may not realise it but Western Australia is rattled by an earthquake nearly every day. We don't feel every small tremor that happens, but the larger earthquakes are powerful enough to cause serious damage to buildings and roads, putting our community's safety at risk.

Before

- Know the safe spots to shelter – under a sturdy table or other heavy furniture.
- Involve your family in earthquake drills – drop, cover and hold on!
- Keep a list of important numbers such as family and emergency contacts.
- Prepare an emergency kit.

During

- DROP** to the ground.
- Take **COVER** under a sturdy table or other heavy furniture. If there is nothing to get under, cover your face and head with your arms and crouch alongside a bench or near an inside wall.
- HOLD ON** until the shaking stops.

After

- Expect aftershocks - these may not be as powerful but can cause further damage.
- Open cabinets carefully. Objects might have moved and could fall on you.
- If your home has been damaged, turn off electricity, gas and water. Check for gas or fuel leaks and damaged wiring. Do not light matches.
- If the power is out, unplug appliances and broken lights.
- When exiting a building check overhead for loose bricks or stonework that could fall.



Stay Informed

Find real time information from Geoscience Australia:
earthquakes.ga.gov.au

Listen to the local radio for information from authorities.

If significant damage has occurred, keep up to date via Emergency WA website: emergency.wa.gov.au



For life threatening emergencies call 000

If your home has been damaged and you need help call SES on 132 500



For more information visit www.dfes.wa.gov.au

or contact DFES Community Preparedness 9395 9816



Government of **Western Australia**
Department of **Fire & Emergency Services**



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December 2018.



LEMC 10 August 2023

Attachment 1. to Item 11.9

District Emergency Services Officer – Wheatbelt DEMC Update: July 2023

In the event of an emergency please call the All Hazards - State On-Call Coordinator on 0418 943 853, this number is manned 24/7. emergencyservices@communities.wa.gov.au. (Not for public distribution)

Meetings, exercise details or information request can be emailed to joanne.spadaccini@communities.wa.gov.au

Tabling of the Local Emergency Welfare Plan (LEWP)

The relevant LEWP for your Shire has previously been distributed to LEMC members for feedback and changes. The LEWP will now be tabled at the LEMC meeting to be listed as a support document within the Shires Local Emergency Management Arrangements (LEMA).

Once tabled, the contacts within the appendices, can still be reviewed and amendments made without the requirement for the LEWP to be re-tabled.

*Please disregard if your LEWP has already been tabled.

State Wide Evacuation Centre Review – Evacuation Centre Audits

As requested by the SEMC, by the 30th of November 2023, all premises that are listed as Evacuation Centres are required to have a completed Evacuation Centre Review, including floorplans, held on file by the Department of Communities. The purpose of the review is to collect the essential data that will determine if a facility is suitable as an evacuation centre for specific risks.

To assist this process, it is requested that the attached form be completed for each centre listed in the LEMA and returned to joanne.spadaccini@communities.wa.gov.au by Monday 6th November.

Emergency Relief and Support – Operations Update

- **Wheatbelt Activations**
- **New Norcia HAZMAT – Saturday 3rd June**
 - Communities Metro Early Response Team and the Wheatbelt DESO were activated at 2215 to attend the Bindoon Hall and the Moora Recreation Centre to receive displaced residents from New Norcia due to a HAZMAT incident on the Great Northern Highway at the New Norcia Bypass.
 - No evacuees attended the Bindoon Hall.
 - 4 evacuees attended the Moora Recreation Centre and were then accommodated at the Moora Motel overnight.
- **Strategic Opportunities**
 - **Review of the State Support Plan** - Communities have now successfully completed a comprehensive review and rewrite of the Support State Support Plan – Emergency Welfare

(Interim). The draft State Support Plan – Emergency Relief and Support (the State Support Plan) has been endorsed by the SEMC Response Policy Sub-Committee and will be presented to the SEMC for approval on 4 October 2023.

- **Capability Audit** – Communities has procured Nous Group to conduct an audit of Western Australia’s emergency relief and support capability. Communities is engaging with its community sector partners via the State Welfare Emergency Committee and the State Welfare Emergency Committee – Operations to seek their input into the audit.
- **Disaster Victim Identification (DVI)/Mass Fatality** – Communities is engaging with WAPOL and the State Coroner’s Office to strengthen its response to a potential major emergency, where mass DVI processes are required.

- **Kimberley Floods**

- The Department of Communities (Communities) is providing emergency relief and support services to residents impacted by the Kimberley Floods.
- As of 04 July 2023:
 - 90 people are currently in Phase 1 Temporary Accommodation.
 - Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until 4 July 23, Communities has responded to a total of 1,936 calls for assistance.
 - Communities has assisted DFES with the activation of 302 Premier’s Grants cards.
 - 27 Category 3 Assistance applications have been initiated. Two have been approved, two not approved and two have been withdrawn and are not eligible

If you would like any further information, please contact me on 0429 102 614 or email joanne.spadaccini@communities.wa.gov.au.

Jo Spadaccini

District Emergency Services Officer – Wheatbelt
0429 102 614
Emergency Relief and Support
Department of Communities



Government of Western Australia
Department of Communities



LEMC 10 August 2023

Attachment 2. to Item 11.9

Local Emergency Welfare Plan

Narrogin District

Shires of Brookton, Corrigin, Cuballing, Dumbleyung, Kondinin, Kulin, Lake Grace, Narrogin, Pingelly, Wagin, Wandering, West Arthur, Wickepin, Williams

(Version Update July 2022)

Prepared by

Department of Communities - Emergency Services

Tabled at the

LOCAL EMERGENCY MANAGEMENT COMMITTEES on (Refer next page)



This Plan can be activated for hazards defined under the WA State Emergency Management Arrangements eg State Hazard Plan - Heatwave, State Hazard Plan – Fire, State Hazard Plan – Crash Emergency, State Hazard Plan - HAZMAT.

To activate this Plan call the Department of Communities

DURING OFFICE HOURS: NARROGIN OFFICE on 6277 3838

AFTER HOURS: EMERGENCY SERVICES ON CALL OFFICER on

0418 943 835

Local Emergency Welfare Plan - Narrogin District

Contact details

To make comment on this plan please contact –

Jo Spadaccini –
Wheatbelt District Emergency Services Officer
Department of Communities
joanne.spadaccini@communities.wa.gov.au

0429 102 614

Amendment List

AMENDMENT		DETAILS	AMENDED BY
NO.	DATE		NAME
	Jan 2021	Complete Review and Reissue.	Jo Spadaccini
1	June 2021	Update and reissue	Jo Spadaccini
2	July 2022	Update and reissue	
3			
4			
5			
6			

Tabled at the LOCAL EMERGENCY MANAGEMENT COMMITTEES in the Shires of:

Brookton on

Corrigin on

Cuballing on

Dumbleyung on

Kondinin on

Kulin on

Lake Grace on

Narrogin on

Pingelly on

Wagin on

Wandering on

West Arthur on

Wickepin on

Williams on

Updated and provided to the LOCAL EMERGENCY MANAGEMENT COMMITTEES in the shire of :	
Brookton on 21/06/2022	Corrigin on 22/11/21
Cuballing on	Dumbleyung on 13/07/23
Kondinin on	Kulin on
Lake Grace on 14/08/23	Narrogin on 30 June 2023
Pingelly on	Wagin on 30 June 2023
Wandering on 30 June 2023	West Arthur on
Wickepin on	Williams on

Local Emergency Welfare Plan - Narrogin District

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Local Emergency Welfare Plan - Narrogin District

1. Introduction

1.1 Outline

The Local Emergency Welfare Plan is to be read in conjunction with the State Emergency Welfare Plan, both prepared by the Department of Communities (Communities).

The State and Local Emergency Welfare Plans are support plans which document the strategic management and coordination of welfare services in emergencies, as part of the Western Australian State Emergency Management (EM) Arrangements.

The scope of this local plan includes:

- Communities responsibilities for the planning, response and recovery stages for the management and coordination of welfare services, including resources, within the identified geographical boundaries;
- agreed responsibilities of emergency management partnering agencies, coordinated by Communities to provide welfare services during emergencies.

1.2 Exercise and review period

This plan is to be exercised at least annually, and will be reviewed every two years, with Appendices and contact details reviewed quarterly and after each activation.

1.3 Welfare services definition

The provision of immediate and ongoing supportive services to alleviate, as far as practicable, the effects on people affected by an emergency. To assist in coordinating the provision of welfare services, six (6) functional areas have been identified:

- **emergency accommodation including welfare centres** – see Appendix 5
- **emergency catering** – see Appendix 7
- **emergency clothing and personal requisites** – see Appendix 8
- **personal support services** – see Appendix 9
- **registration and reunification** – see Appendix 6
- **financial assistance** - in Western Australia there are a number of financial assistance programs that may be put in place following a major emergency.

Communities has the provision of some financial assistance being available for assessed immediate needs. This is determined at the time of the emergency using the principle of needs on a case-by-case basis for affected persons, as approved by Communities State Welfare Coordinator/Communities Emergency Services Coordinator.

2. Preparedness and Operation of this Plan

2.1 Organisational responsibilities

The development and maintenance of this plan is allocated to the Communities District Emergency Services Officer, in consultation with members of the Emergency Welfare Coordination Group (EWCG), if there is one, and the Local Emergency Management Committee (LEMC). A contact list of the organisations that constitute the EWCG is provided in Appendix 3 and their agreed organisational responsibilities are provided in Appendix 4.

2.2 Special considerations

Local Governments (LGs) plan for special considerations as per the State EM Policy 4.6.1 –

EM planning must consider where special arrangements will be required. For example any groups within the community whose circumstances may create barriers to obtaining information, understanding instructions, or reacting to an emergency. This includes but is not limited to:

- children and youth;
- older people;
- people with disability;
- those who are medically reliant;
- Aboriginal and Torres Strait Islanders;
- individuals from culturally and linguistically diverse (CaLD) backgrounds;
- isolated individuals and communities; and
- transient individuals and communities.

Local Emergency Welfare Plan - Narrogin District

In addition, EM planning must consider special arrangements for animals as per the State Emergency Welfare Plan 2.3.6 -

Animals in welfare centres

For health and safety reasons no animals, including pets, are permitted in welfare centres with the exception only of Assistance animals e.g. Guide Dogs, "Hearing" Dogs and Disability Aid Dogs. Some local governments may have an Animal Welfare Plan for them to coordinate the management of animals and pets in emergencies.

Services specifically for children and families, including child and family friendly spaces at Welfare Centres, are to be considered at the local level and included in Local Emergency Management Arrangements. Also see Appendix 5 Emergency Accommodation, point 5.4 Children, organisations, educational and care facilities.

Communities prioritises its response in line with its operational capacity, and relies on those agencies or organisations which provide support to these groups having suitable plans and response capabilities in place, prior to an emergency to cater for these groups' needs.

2.3 Resources – Preparedness and Operational

Communities has primary responsibility for managing and coordinating welfare services resources. This plan is based on the utilisation of resources existing within a community and to supplement those resources when required at the State level. In some emergencies interstate/national resources may be required. Requests for additional resource support should be made by the Local Welfare Coordinator to the State Welfare Coordinator/Emergency Services Coordinator. Communities is responsible for appointing Welfare Coordinators as follows:

Welfare Resource	Responsibilities during Preparedness, Operation and Recovery
Communities State Welfare Coordinator (SWC)	The title "State Welfare Coordinator" used throughout this plan is the Communities representative appointed by the Communities Director General (DG). This role is delegated to the Director Emergency Services. Responsibilities include: <ul style="list-style-type: none"> (a) Coordination of all emergency welfare support services at the State level; (b) Represent the DG on the State Emergency Coordination Group (SECG) and State Recovery Coordination Group (SRCG) as required; (c) Act as the DG's representative on the following: <ul style="list-style-type: none"> • SEMC Response and Capability Subcommittee; • SEMC Recovery Subcommittee; • SEMC Community Engagement Subcommittee; • Other State and national level committees as appropriate. (d) Chairing the State Welfare Emergency Committee (SWEC); (e) Coordination of all partnering agencies within the State Welfare Coordination Centre.
Communities Emergency Services Coordinator (ESC)	This role may be delegated by Communities Emergency Services (ES) Director to the rostered Communities ES On Call Officer during activation and operations to carry out Communities emergency management functions. The ESC is the link between the Local Welfare Coordinators and the State Welfare Coordinator and, where applicable, with the relevant HMA/Controlling Agency. The ESC is authorised to activate responses to emergencies and approve emergency expenditure and utilisation of resources to meet the emergency welfare requirements. Responsibilities include: <ul style="list-style-type: none"> (a) Establish the State Welfare Coordination Centre and manage centre functions during operation; (b) Activate responses to emergency situations, authorise emergency expenditure and utilise resources to meet those responses; (c) Assist the State Welfare Coordinator with their functions as required; (d) Manage emergency welfare services functions as required; (e) Provide support to country staff/offices involved in emergencies;

Local Emergency Welfare Plan - Narrogin District

Welfare Resource	Responsibilities during Preparedness, Operation and Recovery
Communities District Welfare Representatives	<p>(f) Represent Communities on the State Emergency Coordination Group (SECG) and State Recovery Coordination Group (SRCG) as required.</p> <p>(a) Represent Communities on District Emergency Management Committees (DEMCs) to address emergency welfare support matters (Communities District Director or proxy);</p> <p>(b) Ensure the arrangements of this plan are clearly understood at the district level;</p> <p>(c) Clarify Communities policy on emergency welfare matters where required;</p> <p>(d) Refer matters of a contentious nature to Communities Emergency Services for resolution;</p> <p>(e) Ensure development, testing and maintenance of Local Emergency Welfare Plans for the district in which the Local Government (LG) areas fall;</p> <p>(f) Appointing Local Welfare Coordinators for each Local Emergency Management Committee (LEMC);</p> <p>(g) Represent Communities on Operational Area Support Groups (OASGs) as required.</p>
District Services (DESO) Emergency Officer	<p>a) As a local emergency management resource, develop local arrangements, procedures and resources eg EM Kits;</p> <p>b) Develop, test and maintain the Local Emergency Welfare Plans for the district in which the LG areas fall;</p> <p>c) Ensure staff and volunteers of Communities and partnering agencies are trained and exercised in their welfare responsibilities by conducting training sessions and exercises annually;</p> <p>d) Liaise and establish networks and partnerships with agencies;</p> <p>e) Assist with activations if available;</p> <p>f) Assist and support the District Welfare representatives and Local Welfare Coordinators to carry out their roles.</p>
Communities Local Welfare Coordinators (LWC)	<p>Local Welfare Coordinators (LWCs) shall be nominated officers of Communities within an LG area/s.</p> <p>A Communities LWC responsibilities include:</p> <p>(a) Establish and manage the activities of the local Emergency Welfare Coordination Groups (EWCG), where determined appropriate by the District Director;</p> <p>(b) Represent Communities and the emergency welfare function on LEMCs and Local Recovery Committees;</p> <p>(c) During activation, manage and coordinate emergency welfare services, including establishing and managing welfare centres, and if further welfare assistance is required request for additional support services via the Communities Emergency Services;</p> <p>(d) Represent Communities on the Incident Support Group (ISG) when required.</p>
Communities Welfare Centre Coordinator (WCC)	<p>In some circumstances Welfare Centre Coordinators (WCCs) are appointed. They shall be nominated officers of Communities and the WCC responsibilities include:</p> <p>(a) Establish and manage the operations of the welfare centre/s, including coordinating staff and partnering agencies staff and volunteers, to provide appropriate welfare services to the evacuees in the welfare centre.</p> <p>(b) Communicate regularly with the LWC, and if further welfare assistance is required request for additional support services via the LWC;</p> <p>(c) Remaining at the centre to manage the centre operations.</p>

Local Emergency Welfare Plan - Narrogin District

Welfare Resource	Responsibilities during Preparedness, Operation and Recovery
<p>Local Government Welfare Support</p>	<p>a) When an emergency event takes place within the boundaries of an LG, they may be activated by the HMA or by Communities to provide the initial welfare response to evacuating community members. This is primarily due to their close proximity to the emergency event and their ability to quickly identify and open a pre-determined welfare centre. If the activation request is from the HMA the LG should contact Communities to inform and consult with them of the activation to open a welfare centre. The role of the LG in these early stages would be to ensure that evacuees have a safe location to relocate to, and that they can be provided with basic needs and services until such time as Communities can arrive to take on the coordination role of the welfare centre. Basic needs and services may include refreshments, registration, basic information, and personal support. On arrival of Communities, the LG would then provide a handover to the designated Communities Welfare Coordinator, and take on the LG Welfare Liaison Officer role as a support to Communities.</p> <p>b) In some circumstances the emergency event may not escalate to a significant level, and the LG may determine that they are able to continue to operate the welfare centre without the need for deployment of Communities staff. If this situation arises the LG must seek approval from Communities to retain the coordination role and have this decision documented formally.</p> <p>c) In some circumstances it may not be possible for Communities to attend the welfare centre due to geographical distances, road conditions, conflicting events, or other unforeseen circumstances. In these cases the LG may be asked to continue to provide the coordination role for the welfare centre, with support and advice being available from Communities via telephone or other means. In these situations Communities would approve in advance any required expenditures in relation to operating the welfare centre, and would meet these costs if required.</p> <p>If LGs elect to undertake their own welfare arrangements without Communities consultation, LGs are responsible for their own costs.</p>

2.4 Training

Training, both internally and inter-agency, will be determined by Communities and Emergency Welfare Coordination Groups. All training is to ensure staff and volunteers of Communities and partnering agencies have the necessary skills to provide appropriate welfare services under this plan, and in accordance with their roles and responsibilities.

2.5 Plan Activation Procedures

Communities will activate this plan from two sources:

- (1) As per State Emergency Management Policy 5.3.4 'A Support Organisation is responsible for specific activities in support of the Controlling Agency/HMA, and may also support Combat Agencies and other Support Organisations upon request'.
- (2) The State Welfare Coordinator/Emergency Services Coordinator based on information provided internally and/or externally, may identify the need to activate this support plan.

Regardless of who first identifies the need, the HMA/Controlling Agency and Communities State Welfare Coordinator (SWC), Emergency Services Coordinator (ESC) or Local Welfare Coordinator shall confer and agree that this plan should be activated; discuss the safe location of welfare centres and welfare services required. If activated at the local level the Local Welfare Coordinator will advise Communities SWC/ESC.

Once this decision is made the State or Local Welfare Coordinator shall assess the immediate welfare services required and activate Communities and partnering agencies if required and available. See Appendix 1 Communities Standard Operating Procedures for activation procedures.

Local Emergency Welfare Plan - Narrogin District

Communities, representing partnering agencies, should be included as a member of the ISG and OASG, if formed, and will appoint an appropriate Communities representative accordingly.

2.6 Plan Activation Stages

The plan will normally be activated in stages. In an impact event for which there is no warning period, these stages may be condensed with stages being activated concurrently.

Activation Stage number	Activation Stage name and actions
Stage 1	<p>Alert: By the HMA/Controlling Agency or by Communities SWC/ESC based on information provided from within Communities.</p> <ul style="list-style-type: none"> (a) Partnering agencies are alerted by the SWC/ESC or Local Welfare Coordinator; (b) Partnering agencies alert their own personnel; (c) Additional information allowing partnering agencies time to arrange preliminary preparations is provided; (d) Key personnel are briefed on action to be taken; (e) Establish liaison as appropriate with the HMA/Controlling Agency and/or Emergency Coordinator.
Stage 2	<p>Activation: By the HMA/Controlling Agency or by Communities SWC/ESC based on information provided internally and/or externally.</p> <ul style="list-style-type: none"> (a) On behalf of the HMA/Controlling agency, and in consultation with the welfare centre owners, the Local Welfare Coordinator organises for the designated welfare centre to be opened if required. The safest and most appropriate centre needs to be agreed on by the HMA, LG and Communities; (b) Required partnering agencies are activated by the SWC/ESC or Local Welfare Coordinator and proceed to the welfare centre; (c) Welfare services are provided under the coordination of the Local Welfare Coordinator with partnering agencies assisting as required; (d) Communications are maintained with the HMA/Controlling Agency, Emergency Coordinator, Local Welfare Coordinator and partnering agencies; (e) Welfare services requirements are continuously monitored and reviewed by the Local Welfare Coordinator and adjusted accordingly. (f) If required, requests for additional resource support at the local level should be made by the Local Welfare Coordinator to the SWC/ESC.
Stage 3	<p>Stand Down: HMA/Controlling Agency to officially notify Communities to Stand Down; or SWC/ESC or Local Welfare Coordinator to request of HMA/Controller Agency to Stand Down if they assess welfare services no longer required.</p> <ul style="list-style-type: none"> (a) Partnering agencies are informed of the Stand Down by the SWC/ESC or Local Welfare Coordinator; (b) Partnering agencies stand down in accordance with relevant procedures for their agency; (c) Partnering agencies are to advise the SWC/ESC or Local Welfare Coordinator when stand down has been completed; (d) Communities to officially hand back the welfare centre facility to the owner and coordinate cleaning and any repairs required whilst the facility operated as a welfare centre; (e) The SWC/ESC or Local Welfare Coordinator advises partnering agencies of debriefing arrangements which will be conducted as soon as practicably possible; (f) Post operation reports to be written by Communities – see 2.9.

Local Emergency Welfare Plan - Narrogin District

2.7 Public Information Management

The HMA/Controlling Agency is responsible for the provision and management of media and public information during emergencies, and all non-welfare matters will be referred to them. Communities and partnering agencies to this plan should only provide information to the public and the media on issues that are directly their responsibility, and with approval from the Communities SWC/ESC.

If the **Register.Find.Reunite.** system is activated, Communities SWC/ESC will give approval for Australian Red Cross to provide R.F.R. information to the HMA/Controlling Agency, or the State Emergency Public Information Coordinator (SEPIC).

2.8 Exchange of Information

During a state of emergency or emergency situation, emergency management agencies can share personal information relating to persons affected by the emergency, State EM Plan 5.2.5. Communities Local Welfare Coordinator is to contact Communities SWC/ESC to seek approval before there is any exchange of information.

2.9 Debriefs and Post Operation Reports

The Local Welfare Coordinator conducts a debrief of participating staff and agencies as soon as practical after all agencies are stood down. This is to identify lessons learnt through the activation for continuous improvement of any future activations. Following this, the Local Welfare Coordinator, or appointed Communities officer, writes the Post Operation Report.

3 Recovery

3.1 Recovery Definition

The Emergency Management Act 2005 (s. 3) defines recovery as the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing.

As per the State Emergency Management Plan and the State Emergency Welfare Plan, it is the responsibility during recovery for the Department of Communities to coordinate the welfare components of recovery in line with the services outlined in this Plan for people affected by an emergency.

3.2 Emergency relief and assistance in recovery

Where possible, all offers of assistance and donations, including donated goods and services, should be coordinated through the Local Recovery Committee to avoid duplication of effort and confusion, State EM Policy 6.9.

Communities, as a support organisation, is not responsible for the coordination or collection of monetary donations or donated goods or services; restocking perishables or transporting people to/from homes and communities.

3.3 Financial Assistance in recovery

Sourced from State EM Plan 6.10 –

Through the **Disaster Recovery Funding Arrangements – Western Australia (DRFA-WA)**, the State Government provides a range of relief measures to assist communities recover from an eligible natural event

Department of Communities may provide some financial assistance in recovery for individuals and families if DRFA-WA is activated. This assistance is to alleviate the personal hardship or distress arising as a direct result of an eligible natural disaster, and is assessed on a case by case basis by Communities SWC/ESC. Some categories are subject to income and/or assets testing.

Other financial assistance that may be available after an emergency are:-

- **Services Australia – Centrelink, Medicare and Child Support** – will ensure payments to its existing clients in the area affected by the emergency are not disrupted. It can often provide financial assistance to any person whose livelihood has been affected by the emergency. Where possible,

Local Emergency Welfare Plan - Narrogin District

Centrelink should be invited to join the Local Recovery Coordination Group.

If activated by the Australian Government, Centrelink can administer –

- **Australian Government Disaster Recovery Payment (AGDRP)** - a one-off payment to assist people who have been significantly affected by a disaster. It is not for minor damage or inconvenience.
- **Australian Government Disaster Recovery Allowance (AGDRA)** - a short term payment to assist individuals who can demonstrate their income has been affected as a direct result of a declared disaster.
- **Public Appeals – Lord Mayor’s Distress Relief Fund** – City of Perth established and manage this fund to provide relief of personal hardship and distress arising from natural disasters occurring within Western Australia.

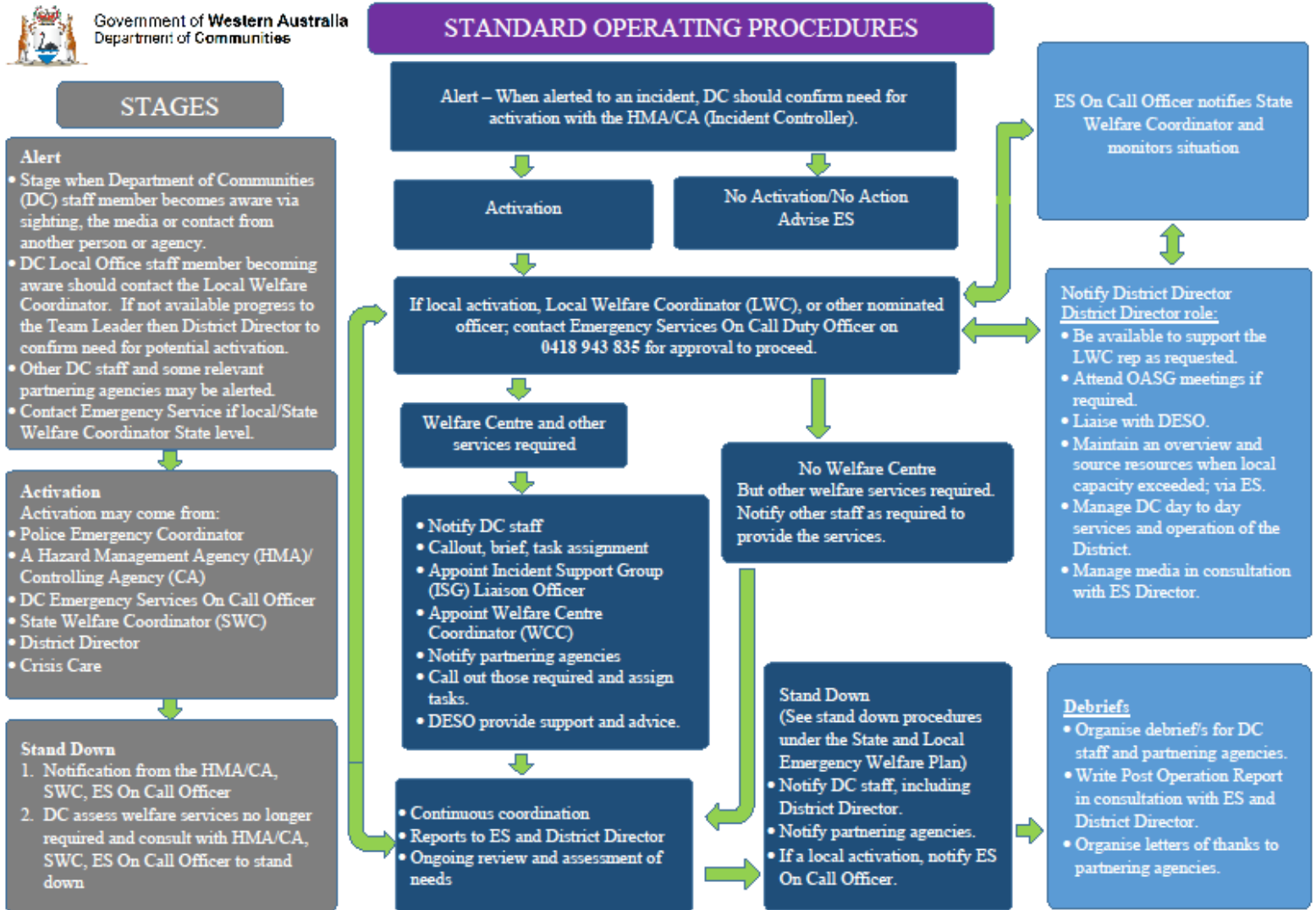
3.4 Cessation of recovery

Communities cessation of welfare services in recovery will be dependent on community needs, access to existing community services, and individuals’ and communities’ resilience. Accordingly Communities cessation may vary from other recovery services.

3.5 Review of recovery activities

Communities will undertake an evaluation of the effectiveness of its own recovery activities including an assessment of preparedness for any future event.

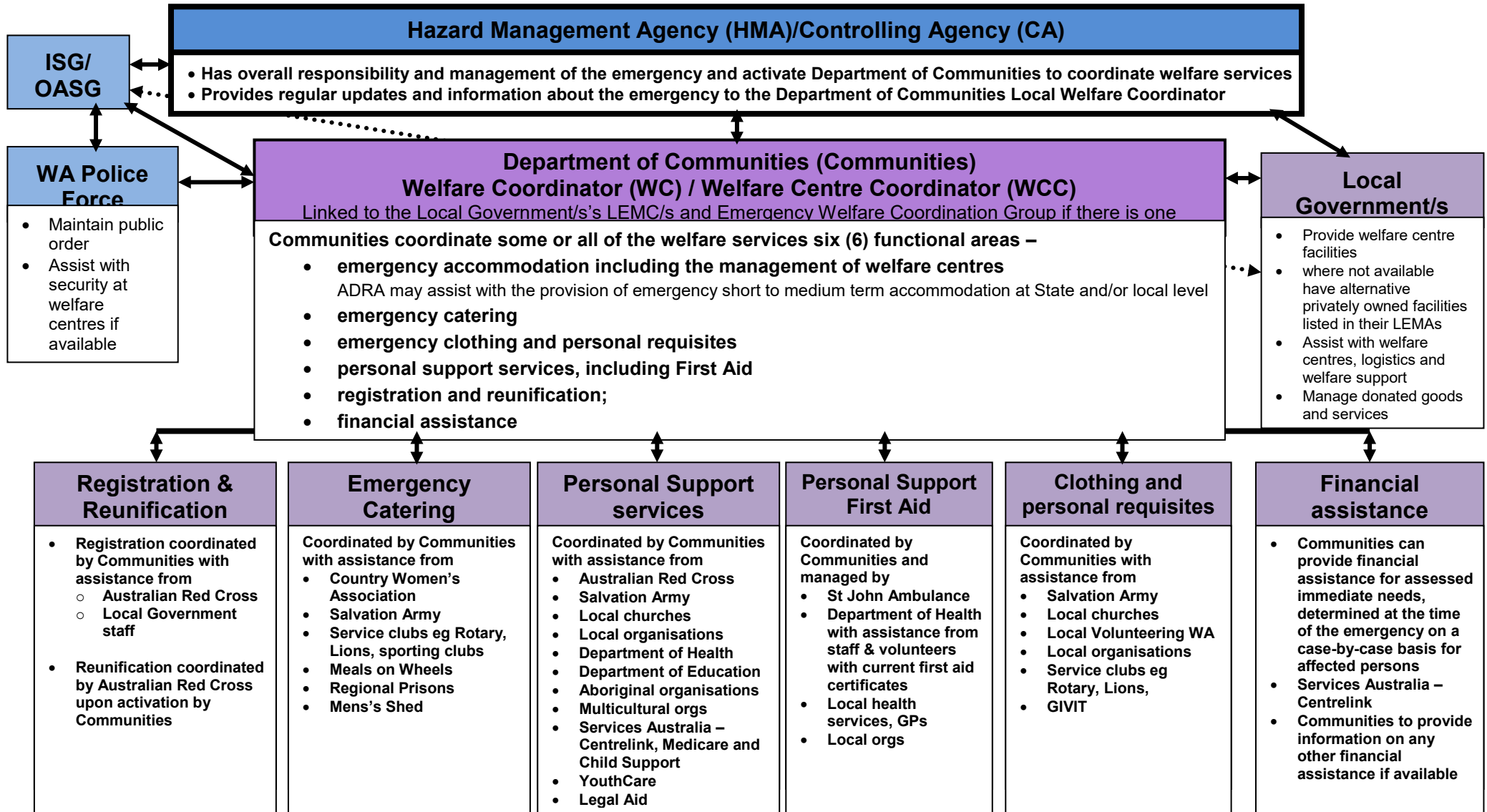
Appendix 1 – Department of Communities Standard Operating Procedures



Local Emergency Welfare Plan - Narrogin District

Appendix 2 – Local Emergency Welfare Coordination

Please see Appendix 4 – Organisational Responsibilities for details of each partnering agency's responsibilities.



Local Emergency Welfare Plan - Narrogin District

Appendix 3 –Emergency Welfare Coordination Group/Partnering Agencies

- In some locations where there are enough local partnering agencies, Communities will establish an Emergency Welfare Coordination Group.
- This coordination group is an advisory, consultative and referral group to oversee and assist in the planning and operation of local level welfare services. Their agreed organisational responsibilities are provided in Appendix 4.
- All partnering agencies staff and volunteers assisting Communities in accordance with this plan are required to comply with Communities policies, including those relating to working with children, volunteers, Occupational Health and Safety and emergency management.
- In multi-agency responses Team Leaders for each functional area may be appointed, i.e. Registration Team Leader, Emergency Catering Team Leader.

Department of Communities (Communities) Functions include: Overall Coordination * Accommodation * Financial Assistance * Counseling Personal Support * Personal Requisites * Registration		
Name/Position	Work Contact	After Hours Contact
1st Contact Angela Channon Team Leader/ Local Welfare Coordinator, Narrogin Office	6277 3838 Angela.channon@communities.wa.gov.au	ESU On Call Officer 0418 943 835
2nd Contact Julie McKenzie Wheatbelt District Director	6277 4141 Julie.Mckenzie@communities.wa.gov.au	ESU On Call Officer 0418 943 835
3rd Contact ESU On Call Officer	emergencyservices@communities.wa.gov.au	0418 943 835
Shire of Brookton Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Gary Sherry	9642 1106 gary.sherry@brookton.wa.gov.au	0427 421 032
Second Contact Deanne Sweeney - Deputy MCC (Manager of Corporate and Community)	9642 1106 deanne.sweeney@brookton.wa.gov.au	0428 656 457
Third Contact Sandie Spencer – Recovery Coordinator	sandie.spencer@brookton.wa.gov.au	0422 095 608 (private)
Shire of Corrigin Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Natalie Manton – CEO	9063 2203 ceo@corrigin.wa.gov.au	0427 425 727
Second Contact Kylie Caley - DCEO	9063 2203 dceo@corrigin.wa.gov.au	0429 632 049
Third Contact Phil Burgess – Manager Works & Services	9063 2203 works@corrigin.wa.gov.au	0429 632 203
Shire of Cuballing Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Stan Scott - CEO	9883 6031 ceo@cuballing.wa.gov.au	0427 836 031
Second Contact Bruce Brennan –Works Manager	9883 6031	0427 836 063
Third Contact Anthony Mort – Emergency Management	9883 6031 emergencyservices@cuballing.wa.gov.au	0429 898 214

Local Emergency Welfare Plan - Narrogin District

Shire of Dumbleyung Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Gavin Treasure - CEO	9863 4012 ceo@dumbleyung.wa.gov.au	0429 634 012
Second Contact Director of Infrastructure – Les Morgan	9863 4012 doi@dumbleyung.wa.gov.au	0427 634 012
Third Contact Works Supervisor – Anthony Pearce	9863 4012 ws@dumbleyung.wa.gov.au	0427 635 911
Shire of Kondinin Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact David Burton – CEO	9889 1006 ceo@kondinin.wa.gov.au	0429 891 006
Second Contact Torri Young – gr planning and Assets	9889 1006 mpd@kondinin.wa.gov.au	0412 913 211
Shire of Kulin Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Alan Leeson - CEO	9880 1204 ceo@kulin.wa.gov.au	0497 801 204
Second Contact Cassi-Dee Vandenberg	9880 1204 dceo@kulin.wa.gov.au	0477 945 694
Shire of Lake Grace Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First Contact Alan George – CEO	9890 2500 ceo@lakegrace.wa.gov.au	0460 416 959
Second Contact Chris Paget – D/CEO	9890 2500 dceo@lakegrace.wa.gov.au	0400 631 052
Third Contact Matt Castaldini - CESM	9890 2500 cesm@lakegrace.wa.gov.au	0436 668 242
Shire of Narrogin Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Dale Stewart - CEO	9890 0900 ceo@narrogin.wa.gov.au	0437 698 912
Second Contact Azhar Awang	9890 0900 emdrs@narrogin.wa.gov.au	0417 961 240
Third Contact Torre Evans	9890 0900 emtrs@narrogin.wa.gov.au	0427 982 072
Shire of Pingelly Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Andrew Dover	9887 1066 Andrew.dover@pingelly.wa.gov.au	0420 385 412
Second Contact Zoe MacDonald EMCS	9887 1066 Zoe.macdonald@pingelly.wa.gov.au	0497 046 250
Third Contact Mike Hudson – AEMTS	9887 1066 mike.hudson@pingelly.wa.gov.au	0429 887 106
Shire of Wagin Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Ian McCabe CEO	9861 1177 ceo@wagin.wa.gov.au	0429 611 493

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Second Contact - DCEO	9861 1177 dceo@wagin.wa.gov.au	0427 081 265
Third Contact Allen Hicks – Manager of works	9861 1252	0427 611 252
Shire of Wandering Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Alan Hart	08 9884 1056 ceo@wandering.wa.gov.au	0448 729 049
Second Contact Karl Mickle	08 9884 1056 karl.mickle@wandering.wa.gov.au	0429 648 217
Shire of West Arthur Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets 31 Burrows st Darkan 6392		
First contact Vin Fordham Lamont – CEO	08 9736 2222 ceo@westarthur.wa.gov.au	0493 072 017
Second Contact Raj Sunner – Mgr Corporate Services	08 9736 2222 mcs@westarthur.wa.gov.au	0458 370 127
Third Contact Kohdy Flynn – Community Emergency Services Manager	Kohdy.flynn @dfes.wa.gov.au	0476 850 076
Shire of Williams Functions include: Coordination Assistance * Provision of facilities to use as Welfare Centres Financial Assistance/Appeals * Assistance with Pets		
First contact Geoff McKeown - CEO	9885 1005 ceo@williams.wa.gov.au	0429 900 005
Second Contact Britt Logie	9885 1005 cdo@williams.wa.gov.au	0428 851 357
Department of Communities – Housing Functions Include: Personal Support Services * Provide strategic advice for emergency accommodation		
First contact Kayia Williams – Area Manger	kayia.williams@communities.wa.gov.au 08 9881 9415	0419 129 569
Second contact Natasha Heales	Natasha.heales@communities.wa.gov.au 08 98819419	0407 954 876
Department of Fire and Emergency Services Functions include:		
First Contact Duty Officer Upper Great Southern Office	1800 865 103 24hrs	
Craig Smith - Superintendent 7 Wald St, Narrogin 6312	Mobile: 0437 981 017 Office: 08 6832 3110 Craig.smith@dfes.wa.gov.au or Narrogin.Reception@dfes.wa.gov.au	Emergency: 000 or 1800 865 103
DFES Community Liaison Unit - CLU	Team Leader CLU@dfes.wa.gov.au	0408 296 320
DFES Public Information Line	13 DFES (13 3337) www.dfes.wa.gov.au/Pages/default.aspx	
Department of Health Functions Include: Medical Services * Personal Support Services		
First contact Disaster Preparedness & Management Unit - can organise a doctor at a welfare centre and/or write out prescriptions	Health On Call Duty Officer (OCDO) 08 9328 0553 Duty Officer 24/7	Emergencies 000 / 112 / 106
WA Country Health Services - Wheatbelt	4/78 Wellington St, Northam	08 9621 0700

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Narrogin Mental Health Service	9881 4888	
Community Health Services Narrogin	9881 4888	
Aboriginal Health Service	9881 0385	
Primary Health Service Narrogin	9881 0385	
Adventist Development and Relief Agency		
Functions include: * Assist with the welfare functional area of Emergency Accommodation (short to medium term)		
State Office	Suzanna Cuplovic	93987222
Country Women's Association		
Functions Include:		
Catering support * Personal Support Services * Emergency clothing/personal requisites		
Badgebup Rockwell Sue McDougall	sueemcd@bigpond.com	9823 5035 0409 101 359
Darkan Jane Hartnett – President Cheryl Makin - Secretary Adrienne Gillett - Treasurer	Gerryjane1@bigpond.com makinderek@yahoo.com	9736 1661 0429 086 536 9736 1434
Hyden Caroline Burns Sally Nicholl	balcombs@wesrnet.com.au sibford@westnet.com.au	9880 0023 9880 7021
Lake Grace Suzanne Reeves Annie Slarke	cjskreevs@gmail.com annieslarke@westnet.com.au	9865 1470 0427 651 310 9865 1170 0429 651 170
Lake Varley Jane McPhee Margaret Sullivan	fire.peak@bigpond.com cowilden@active8.net.au	9875 1004 0427 887 993 9875 1043 0439 751 046
Narrogin Lucy Gibson Michelle Parker	9881 4909 narrogincwa@outlook.com	0410 482 826
Newdegate Skadi McDonald Alison Spencer	skadi.rommel@gmail.com Alispencer71@hotmail.com	0448 943 232 0427 631 971
Red Cross		
Functions include:		
Registration of evacuees * Manage Inquiry * Personal support (2 nd and 3 rd contact used for day to day business, EWCG meetings etc - NOT for emergency responses. For emergency responses refer to First Contact		
First contact Emergency Control Centre - 24/7 Duty Phone	Ring to activate local teams – 0408 930 811	0448 991 399 Emergency Control Centre
Second contact TBA State Manager Emergency Services	(08) 9225 8865	24/7 duty phone - 0408 930 811
Third Contact Margaret Rendell, Team Convener, Corrigin Team	0427 632 414 9063 2414	0427 632 414
Salvation Army		
Functions include:		
Catering * Emergency Clothing/Personal requisites * Personal support		
1st Contact Ben Day - Director of Em Services	(08) 9209 1142 On Call 24/7 Ben.Day@aus.salvationarmy.org	0407 611 466
Narrogin Niall and Michelle Gibson	13 Doney St, Narrogin WA 6312 niall.gibson@salvationarmy.org.au 9881 4004 Clothing shop 9881 4277	0419 132 305 0419 121 561
Rhonda Jensen (while Gibsons are away)		0427 987 144
Albany AuxLt Colette Albino	colette.albino@salvationarmy.org.au	9841 1068 0405 860 071
Services Australia – Centrelink, Centrelink, Medicare and Child Support		
Function Include Financial Assistance * Personal Support		

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1st Contact Bunbury Service Centre Manager Carol LeMay	9621 9000 cscm.bunbury.w@servicesaustralia.gov.au	0429 637 001
St. John Ambulance Functions Include: First Aid * Personal Support Services		
St. John Ambulance - Call Communities Emergency Services - 0418 943 835 to approve cost before contacting SJA		
First contact Communication Centre - Perth	9334 1234 9334 1226	Emergencies 000 / 112 / 106
Department Numbers Email accounts are not monitored 24 hrs Life Threatening Emergencies State Operations Centre Event Health Services (Welfare & Standby First Aid) eventservices@stjohnambulance.com.au Emergency Management Unit (Planning and Exercises) emergencymanagementunit@stjohnambulance.com.au Media and Communications (Media) mediarelations@stjohnambulance.com.au		000 (24hrs) 9334 1226 (24hrs) 9334 1311 (24hrs) 9373 3820 (BH) 0410 341 329 (24hrs)
Narrogin Ambulance Station Station Manager 0700 to 1900		
Community Paramedic Corrigin, Kondinin (Hyden), Kulin (Bruce Rock, Narembeen)	Tanya Dickson cp.eastcentralwbt@stjohnwa.com.au tanya.dickson@stjohnwa.com.au	0438 045 691
Community Paramedic Brookton, Pingelly (Beverley, Cunderdin, Quairading, York)	cp.centralwbt@stjohnwa.com.au	0437 524 088
Community Paramedic Narrogin, Wagin, West Arthur (Darkan), Wickepin, Harrismith, Yealering, Williams. (Boddington)	Ronan Blayney cp.southernwbt@stjohnwa.com.au Ronan.blayney@stjohnwa.com.au	0427 981 426
Community Paramedic Dumbleyung, Kukerin, Lake Grace, Lake King, Newdegate, Varley	Shelley Johnstone cp.southeastwbt@stjohnwa.com.au Shelley.johnstone@stjohnwa.com.au	0437 560 470
SJA Wheatbelt Regional Office Northam Craig Spencer – Regional Manager Matthew Guile – Assistant Regional Manager	29 Tamplin St, Northam craig.spencer@stjohnwa.com.au Matthew.guile@stjohnwa.com.au	9621 1613 0429475704 0420 312 049
Regional Sub Centre Coordinator – North Claire Dadd	Claire.dadd@stjohnwa.com.au Rsc.northwheatbelt@stjohnwa.com.au	0448 278 570
Regional Sub Centre Coordinator – South Jessica Forsythe	Jessica.forsythe@stjohnwa.com.au Rsc.southwheatbelt@stjohnwa.com.au	0408 028 455
Regional Sub Centre Coordinator – East Matthew Guile	Rsc.eastwheatbelt@stjohnwa.com.au	0420 312 049
Volunteering WA		
Jen Wyness	9482 4315 State Office	0422 941 483
Western Australian Police Force (can ring 131 444 but quicker to ring local Station numbers below) Function Include Maintain public order at Evacuation centres as required		
Great Southern District – Duty Inspectors (If no answer from Local Police Stations)	9892 9395	24 hrs
Albany Police Station – Supervisor	9892 9315	24 hrs
Officer in Charge Brookton	9640 6100 Brookton.police.station@police.wa.gov.au 0436 851 062	Emergency Calls 000/112/ 106
Officer in Charge Collie (For West Arthur)	9734 6333 collie.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Corrigin	9009 9100 corrigin.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106

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Officer in Charge Dumbleyung	9893 7800 dumbleyung.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Kondinin	9861 4840 kondinin.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer In Charge Kulin	9861 5800 kulin.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Lake Grace	9890 2000 lake.grace.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Narrogin	9852 1300 0436 837 597 narrogin.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Pingelly	9887 2300 pingelly.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Wagin	9852 0000 wagin.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Wickepin	9888 1100 wickepin.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106
Officer in Charge Rob Sheilds Williams (also West Arthur)	9893 3800 0436 863 135 williams.police.station@police.wa.gov.au	Emergency Calls 000/112/ 106

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Appendix 4 – Organisational Responsibilities

- Partnering agencies that may be engaged by Department of Communities (Communities) to assist in fulfilling their welfare obligations as part of the Local Emergency Welfare Plan.
- Communities as an emergency management support organisation coordinates emergency welfare services when activated via this plan – the Local Emergency Welfare Plan.
- To coordinate emergency welfare services requires the support of a number of statutory, private and voluntary organisations, known as partnering agencies. These responsibilities are allocated on a state-wide basis and have been determined by agreement between the respective agencies at the State level via the State Welfare Emergency Committee and Communities.
- At the local level these responsibilities may be varied to suit the capabilities and availability of welfare organisations. The responsibilities are negotiated between Communities and the agency at the local level and are reflected in this Appendix.
- The allocated responsibilities do not restrict one agency from assisting another, regardless of its primary role.
- Should a partnering agency not be able to manage its primary responsibilities, support with those responsibilities may be requested from the Local Welfare Coordinator. Ultimately, Communities is responsible for these functions where no partnering agency assistance is available.

Agency / Organisation Name	Normal role if engaged
Department of Communities (Communities) – Lead Welfare Agency	<ol style="list-style-type: none"> (1) Coordinate all functional areas of an emergency welfare response during emergencies; (2) Appoint the Local Welfare Coordinators to support each Local Government (LG) area; (3) If applicable, establish and manage the activities of the Wheatbelt Emergency Welfare Coordination Group including the provision of secretariat support; (4) Provide staff and operate the Welfare Centres if required; (5) Coordinate all welfare resources utilised under this plan; (6) Coordinate the welfare functional areas of: <ol style="list-style-type: none"> (a) Emergency Accommodation; (b) Emergency Catering; (c) Emergency Clothing and Personal Requisites; (d) Personal Support Services; (e) Registration and Reunification; (f) Financial Assistance; (7) Provide representatives to various emergency management committees and coordination groups as required.
Department of Communities - Disability Services	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Provide access to staff to assist with Personal Support Services where agreed and available; (3) Provide strategic policy advice regarding the provision of welfare services to people with disabilities; (4) Assist with other welfare functional areas where agreed.
Department of Communities - Housing	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Provide access to staff to assist with Personal Support Services where agreed and available; (3) Provide strategic policy advice regarding the provision of emergency accommodation; (4) Assist with other welfare functional areas where agreed.
ADRA – Adventist Development and Relief Agency	<ol style="list-style-type: none"> (1) Provide a Support Agency Liaison Officer/s as required; (2) Assist with the provision of emergency short to medium term accommodation; (3) Provide regular updates to Communities, including a list of all emergency accommodation organised for evacuees; (4) Assist with other welfare functional areas where agreed.
Australian Red Cross	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Assist with Registration at Welfare Centres; (3) Manage and operate the Register.Find.Reunite. system; (4) Assist with the provision of Personal Support Services; (5) Assist with other welfare functional areas where agreed.
Country Women's Association	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Assist with the provision of Emergency Catering at Welfare Centres; (3) Assist with the provision of Personal Support Services; (4) Assist with the provision of Emergency Clothing and Personal Requisites; (5) Assist with other welfare functional areas where agreed.

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Agency / Organisation Name	Normal role if engaged
Department of Education	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required ; (2) Provide access to facilities for Emergency Accommodation where available; (3) Provide access to facilities for Emergency Catering where available; (4) Provide access to staff to assist with Personal Support Services, including School Psychology Service where agreed and available; (5) Assist with other welfare functional areas where agreed.
Department of Fire and Emergency Services (DFES) Community Liaison Unit	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Engage "face to face" two way communication and liaison with affected communities through a point of public interface e.g. at a welfare centre distributing relevant incident information such as traffic management information, and support the facilitation of public meetings and other community based communications.
Department of Health	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Provide a comprehensive response to mental health effects of an emergency, as outlined in the Mental Health Disaster Subplan; (3) Provide health response as outlined in the State Health Emergency Response Plan; (4) Assist with the provision of Personal Support Services at Welfare Centres; (5) Assist with other welfare functional areas where agreed.
Department of Local Government, Sport & Cultural Industries, including Office of Multicultural Interests Divsn	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Provide strategic policy advice regarding the provision of welfare services within a multicultural framework; (3) Assist with other welfare functional areas where agreed.
GIVIT – online donation management system	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer as required to be a reference source regarding donated goods.
Legal Aid Western Australia	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Provide relevant legal information for emergency impacted persons and/or communities; (3) Assist with other welfare functional areas where agreed.
Local Churches/ Church Ministers Fellowship	<ol style="list-style-type: none"> (1) Provide a Support Agency Liaison Officer/s as required; (2) Assist with the provision of Personal Support Services; (3) Assist with other welfare functional areas where agreed.
Local Government Welfare Support	<ol style="list-style-type: none"> (1) Provide a Local Government (LG) Welfare Liaison Officer as required; (2) Assist with the welfare functional area of Emergency Accommodation by utilising LG facilities as Welfare Centres, and where not available have alternative privately owned facilities listed in their LEMAs; (3) Assist Communities to provide the initial welfare response to evacuating community members. See above 2.3 Local Government Welfare Support Response. (4) Assist with other welfare functional areas where agreed.
Salvation Army	<ol style="list-style-type: none"> (1) Provide Support Agency Officer/s as required; (2) Provide Emergency Catering at Welfare Centres; (3) Provide Emergency Clothing and Personal Requisites such as toiletries and other incidentals to those affected as required; (4) Assist with the provision of Personal Support Services; (5) Assist with other welfare functional areas where agreed.
Services Australia – Centrelink, Medicare and Child Support	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required; (2) Provide Financial Assistance to people affected by the emergency in accordance with Services Australia guidelines, policies and the Social Security Act; (3) Provide support services or referral advice to appropriate agencies; (4) Assist with other welfare functional areas where agreed.
St John Ambulance	<p>Please call Communities Emergency Services - 0418 943 835 to approve cost before contacting SJA. If an ambulance is required please call 000/112/106.</p> <ol style="list-style-type: none"> (1) Provide a Support Agency Officer /s as required; (2) Provide qualified First Aiders at Welfare Centres, where required and available; (3) Assist with other welfare functional areas where agreed.
Wheatbelt	<ol style="list-style-type: none"> (1) Provide a Support Agency Officer/s as required;

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Agency / Organisation Name	Normal role if engaged
Volunteering WA	(2) Provide strategic policy and advice regarding the provision of volunteering services within the welfare emergency management environment; (3) Assist with other welfare functional areas where agreed.
Western Australian Police Force	(1) Provide a Support Agency Officer/s as required; (2) Maintain public order where required; (3) Assist with other welfare functional areas where agreed.
YouthCare	(1) Provide a Support Agency Officer/s as required; (2) Assist with the provision of Personal Support Services at Welfare Centres where available including practical support, emotional support and pastoral care support. (3) Assist with other welfare functional areas where agreed

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Appendix 5 – Emergency Accommodation

The provision of temporary shelter for persons rendered homeless by an emergency, or due to evacuation from an emergency, ranging from short to medium term accommodation, is coordinated and assessed by Communities.

Please note - in the event of an evacuation, people may make their own accommodation arrangements eg stay with family or friends locally (if this is safe) or in another town.

Points of clarification:

5.1 Establishment of welfare centres

As per State EM Policy -

- (a) 5.7.3 - The Controlling Agency is responsible for the management of evacuation during an incident, and this continues during an emergency response.
- (b) 5.7.4 - Local governments, HMAs, relevant EMAs (i.e. Support Organisations and Controlling Agencies), in consultation with relevant Local Emergency Management Committees (LEMCs), must identify and advise of refuge site and welfare centres including evacuation centres appropriate for the hazard. The welfare centres should be documented in the LEMA, and are also recorded on the State Welfare Centre Database which HMAs and Controlling Agencies have access to.
- (c) 5.9.5.5 - LEMCs must ensure that LEMA identify appropriate facilities and existing infrastructure within their boundaries are available for use by EMAs or note where there are no facilities.

Therefore the establishment and management of welfare centres by Communities is on behalf of the HMA or Controlling Agency, in consultation with welfare centre owners. This could be LGs or private facility owners. Welfare centres are established as emergency facilities from which Communities coordinate accommodation, food, clothing, financial assistance, registration, personal support and other welfare services until alternative arrangements can be made.

5.2 Welfare centres definition

In Western Australia welfare centres are a facility that may provide for evacuation, reception, accommodation and relief and recovery (commonly referred to as a 'one-stop-shop') for an impacted community. Welfare centres may continue the extended provision of services into the recovery phase where LGs take responsibility as the lead agency in recovery. For the purposes of this plan all such facilities are classified as Welfare Centres.

5.3 Safety considerations

To ensure the safety of evacuees and welfare centre staff and volunteers, Communities will not establish welfare centres

- in Bushfire Emergency Warning areas, and will only establish welfare centres in Bushfire Watch and Act areas with the assurance of the HMA/Controlling Agency that it is deemed safe to do so;
- if there is not safe access routes to the welfare centres;
- if there are structural concerns about the facility, and/or health concerns eg no running water, no drinking water, non-functioning sewage system, gas or chemical leaks in the area.

5.4 Children, organisations, educational and care facilities

As per State EM Plan 5.3.2 Community Evacuation, Stage 4: Shelter –

Children and vulnerable people in Evacuation Centres

Unaccompanied children, without direct parental or responsible adult supervision, should be evacuated into the care of the Department of Communities at the evacuation centre.

The preferred option for agencies, organisations or educational and care facilities such as women's refuges, men's hostels, group homes, is for them to have arrangements in place to either evacuate to a similar facility or shelter in place if safe.

If it is necessary to evacuate to a welfare centre, supervisory staff or members with responsibility for the care, supervision or provision of services to children and their clients must remain at the centre and continue to supervise and provide services until such time as alternative arrangements are made. This may include children being returned to parents or other responsible adult approved by that agency, organisation or educational and care facility.

Agencies, organisations and educational and care facilities at evacuation centres should liaise with the welfare coordinator at these centres for further advice and assistance in relation to unaccompanied children.

Services specifically for children and families, including child and family friendly spaces at Welfare Centres, are to be considered at the local level and included in Local Emergency Management Arrangements, State EM Plan 4.6.1 Special Considerations.

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5.5 Animals in welfare centres

For health and safety reasons no animals, including pets, are permitted in welfare centres with the exception only of Assistance animals e.g. Guide Dogs, "Hearing" Dogs and Disability Aid Dogs. Some LGs may have an Animal Welfare Plan for them to coordinate the management of animals and pets in emergencies.

5.6 Responsibility for the welfare centre premises

Communities will take responsibility for the premises utilised as welfare centres from the time of their operations until their closure. Communities shall exercise reasonable care in the conduct of its activities, and agree to replace or reimburse for supplies used in the operation of welfare centres. See Checklists x 3 at the end of this Appendix.

As Communities operate welfare centres on behalf of the relevant HMA/Controlling Agency, in the event of any claim for unusual damage incurred as a result of the use of a facility as a welfare centre, Communities will facilitate processes with the HMA/Controlling Agency to respond to the claim. The owner/s of the facilities agrees to utilise their building insurance in the event of damage resulting from the actual disaster event to the structure of the building.

Communities will utilise contract cleaners or pay for the use of the facilities' cleaners to restore the facilities directly utilised as welfare centres back to serviceable condition, if requested.

5.7 School evacuations

If a school needs to evacuate upon receiving advice/instructions from the Incident Controller or HMA, they should try to evacuate to another school as a first option, or self-manage in a Communities designated welfare centre. Schools can evacuate to the community welfare centre with the schools' students under the duty of care and responsibility of the evacuated school.

Schools should use resources within the school such as gym mats, blankets if they have them, any food in school canteens etc. However if these resources are not available and Communities have spare items, these items will be shared with the school. If schools and Communities do not have these resources available, Communities will share any information on sourcing items as listed in the Local Emergency Welfare Plan.

5.8 State Welfare Centres

In some circumstances, particularly in larger State level sized emergencies, facilities in a local area in which an emergency or disaster has occurred may not be suitable/sufficient to ensure the safety of all evacuees, welfare staff and volunteers. In these circumstances LGs or private facility owners may be asked for use of their facility as a 'State Welfare Centre' to assist affected members of other LG areas. At these times it would be the expectation that the State Welfare Centre would operate in a similar manner with the same procedures as if operating as a Local Welfare Centre as outlined in this plan.

See over for the list of Pre-determined Welfare Centres.

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Appendix 5A - List of Pre-Determined Welfare Centres

Welfare Centres are pre-determined by Communities in partnership with the Local Government/s' LEMCs. The LEMCs are to ensure Local Emergency Management Arrangements (LEMA) identify such facilities and existing infrastructure that are available for use by Emergency Management Agencies (including Communities) within their respective boundaries. In the event of a lack of facilities the LEMC are to note this in the LEMA's and advise the HMA/Controlling Agency to make alternative arrangements.

NAME-Primary/Secondary Centre	ADDRESS	CONTACT	CAPACITY STATUS	COVID Capacity 2m ² /4m ²	LONGITUDE LATITUDE	NOTES
WELFARE CENTRES IN THE SHIRE OF BROOKTON						
Primary WB Eva Pavilion	Brookton Highway, near Bodey St, Brookton	Brookton Shire CEO 9642 1106 0427 421 032	150 / 50 sleeping Long term Has air con	75 / 37	117.001047 -32.368762	
Secondary Brookton Country Club	11207 Brookton Highway, Brookton	Country Club - A/h Katrina Crute 0439 373 282	120 / 40 sleeping Short term Has air conn	60 / 30	117.002951- 32.36934	
WELFARE CENTRES IN THE SHIRE OF CORRIGIN						
Primary Corrigin Rec & Events Centre	Larke Crescent, nr Kirkwood St, Corrigin	Shire 9063 2203 AH 0427 425 727	600/200 Short term Air conditioned	300 / 150	117.879782 -32.331909	
Secondary Corrigin District High School	53 Lynch St btw Hill & Davies Sts, Corrigin	Corrigin DHS 9063 2042	200/75 Short term Partial air con		117.877175- 32.326497	TBC
Secondary Corrigin Town Hall	21 Goyder St, nr Campbell St	Shire 9063 2203 AH 0427 425 727	400/0 Short term No air con	200 / No Sleeping	117.87515 -32.330286	No Showers Will require portable to sleep
Primary Bullaring Town Hall	Attwood St, Bullaring	Shire 9063 2203 A/H 0427 425 727	100 standing Short term No air con	50 / No Sleeping		No Showers Will require portable to sleep
Primary Bulyee Town Hall	Bulyee Rd, Bulyee	Shire 9063 2203 A/H 0427 425 727	100 standing Short term No air con	50 / No Sleeping		No Showers Will require portable to sleep
WELFARE CENTRES IN THE SHIRE OF CUBALLING						
Primary Cuballing Recreation Centre (Oval)	Campbell St Cuballing	Cuballing Shire 9883 6031	100 / 30 Long term No air con	50 / 25	117.173846- 32.821155	
Secondary Cuballing Ag Hall	191 Campbell St Cuballing	Cuballing Shire 9883 6031	150 / 50 Long term No air con	75 / 37	117.177773 -32.818711	
Secondary Cuballing CWA Hall	Campbell St, Cuballing	Cuballing Shire 9883 6031	60 / 20 Short term No Air con	30 / 15	117.177796- 32.819058	
Secondary Dryandra Equestrian Centre	Darcy St, Cuballing	Cuballing Shire 9883 6031	150 / 50 Short term No Air con	75 / 37	117.175054- 32.823165	
Primary Popanyinning	Francis St Popanyinning	Cuballing Shire 9883 6031/ Popan-	100 / 30 Short term	50 / 25	117.123699- 32.656394	

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Hall		yinning General Store 9887 5033	No air con			
WELFARE CENTRES IN THE SHIRE of DUMBLEYUNG						
Primary Dumbleyung Town Hall	32 Harvey st, Dumbleyung	Shire of Dumbleyung 9863 4012	260 / 86	103 / 52	117.740044 - 33.313009	No Showers
Secondary Dumbleyung Stubbs Park Pavilion	70 Bahrs Rd, Dumbleyung	Scott Jefferis - Dumbleyung Agricultural Society 9863 4154	150 / 50	75 / 38	117.744740 - 33.318381	Alt Contact Shire of Dumbleyung 9863 4012
Primary Kukerin Town Hall	37 – 39 Scadden St, Kukerin	Shire of Dumbleyung 9863 4012	240 / 80	120 / 60	118.085306 - 33.178425	
Secondary Kukerin Nenke Park Pavilion	89 Bennett St, Kukerin	John Davidson - Kukerin Agricultural Society 0429 831 030	150 / 50	75 / 38	118.079537 - 33.186244	Alt Contact Shire of Dumbleyung 9863 4012
WELFARE CENTRES IN THE SHIRE of KONDININ						
Primary Kondinin Memorial Hall	19 Jones St Kondinin	Shire 9889 1006/	200/70 Short term No air con	100 / 50	118.2678509 32.4955686	A/H CEO 0429 891 006
Secondary Kondinin Pavilion & Country Club	Gordon St, near Graham St Kondinin	Shire 9889 1006/ CEO 0429 891 006/ Country Club Mngr Marg Pool 0409 891020	200/70 Short term Has air con	100 / 50	118.2641297 -32.4938863	A/H CEO 0429 891 006
Secondary Kondinin Primary School	75 Graham St, Kondinin	Principle 9889 1047 (B) Registrar Naomi Graham	120/40 Has air con	60 / 30	118.264362 -32.494155	9889 16801 (H) 0428 356 742 (H)
Primary Karlgarin Hall	12 – 13 Melba St Karlgarin	Jill Fotheringham 9889 5054 Laurel Trestrail 9889 5024	200/100 Short term No air con	100 / 50	118.7082885 -32.5000 572	A/H CEO 0429 891 006
Secondary Karlgarin Country Club	24 Federal St, Karlgarin	Club House 9889 5013	150/65	75 / 37	118.860208- 32.449049	Jamie Trestrail (President) 0428 895 024
Primary Hyden Recreation centre	Hyden Sports ground	Hyden office 9880 5160	150/65 Short term Has air con	75 / 37	118.860778- 32.449831	A/H CEO 0429 891 006
Secondary Hyden Memorial Hall	80 Lynch St, near Marshall St Hyden	Hyden office 9880 5160/Kondinin Shire 9889 1006/	250/75 Short term No air con, has heating	125 / 62	118.8653543 -32.44888 98	AH CEO 0429 891 006
Secondary Hyden Primary School	36 Naughton St, Hyden	Lauren Smart (Principle) 98805053 Carolyn Burns (Registrar) Melinda Ditchburn (Registrar)	150/50 Has air con	75 / 37	118.86020 - 32.449049	A/H 0420 917 042 0427 020 141 0488 140 421
WELFARE CENTRES IN THE SHIRE OF KULIN						
Primary Freebairn	24 Johnston St, near Kulin-	Kulin Shire 9880 1204/Centre	1500/500 Long term	750 / 375	118.154989- 32.670429	

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Recreation Centre	Lake Grace Rd, Kulin	Manager 9880 1000 A/H Noel Mason 0429201350	No air con			
Secondary Kulin District High School	Gordon St, near Day St Kulin	School 9880 1264	1000/500 Short term No air con	TBC	118.153011 -32.66961 69	Availability TBC at time of need
Secondary Dudinin Hall	Forrest St, Dudinin	xx	xx			
WELFARE CENTRES IN THE SHIRE OF LAKE GRACE						
Primary Lake Grace Sports Pavilion	Bishop St, Lake Grace	Shire of Lake Grace 9890 2500 DCEO 0400 631 052 CESM 0436 668 242	300 / 150	153 / 75	-33.102638, 118.456242	Solar Panels & Battery Backup
Secondary Lake Grace Town & Lesser Hall	Cnr McMahon and Bennett Sts Lake Grace (near the Town Centre)	Shire of Lake Grace 9890 2500 DCEO 0400 631 052 CESM 0436 668 242	350 / 116	175 / 87	-33.101802, 118.462472	
Newdegate Newdegate Indoor Recreation Centre	Waddell Drive Newdegate	Shire of Lake Grace 9890 2500 DCEO 0400 631 052 CESM 0436 668 242	300 / 150	150 / 75	-33.096517, 119.012435	Solar Panels and Battery Backup
Secondary Newdegate Hall	Maley St, Newdegate	Shire of Lake Grace 9890 2500			-33.094586, 119.025714	Currently not available
Lake King Hall	Between the Recreational and Education precinct on the Newdegate-Lake King Road, Lake King.	Shire of Lake Grace 9890 2500 Anna Scheeber 0439 937 733	160 / 80	80 / 40	-33.088743, 119.674452	
Lake King Pavilion	Newdegate – Lake King Rd, Lake King	Shire of Lake Grace 9890 2500	120 / 60	60 / 30		
Varley Hall	Thomas St Varley	Shire of Lake Grace 9890 2500	160 / 80	80 / 40	-32.795365, 119.511924	
Varley Sports Pavilion	Carstairs Rd, Varley	Shire of Lake Grace 9890 2500	80 / 40	40 / 20	-32.797044, 119.525299	Has Aircon
WELFARE CENTRES IN THE SHIRE OF NARROGIN						
Primary Narrogin Regional Leisure & John Higgins community Complex	Clayton Rd Narrogin	Shire 9890 0900 / CEO 0437 698 912 / Rec Centre 9881 2651 Rec Ctr Manager Brendan Firman	1,000/350 Long term Has air con	500 / 250	117.170756- 32.929688	
Primary Narrogin Senior High School	Cnr Homer & Grey St Narrogin	School Admin 9881 9300	600/200 Short term	300 / 150	117.190883- 32.936081	
Secondary Narrogin Town Hall	Federal St, Narrogin	Shire 9890 0900 / CEO 0407 522 297	150 / 50 Short term	75 / 37	117.17853 - 32.934842	
WELFARE CENTRES IN THE SHIRE OF PINGELLY						

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Primary Pingelly Recreation & Cultural Centre	Lot 201 (4) Somerset St Pingelly	Shire 9887 1066, 0427 852 426 (Centre 9887 0092, when in use) Manager 0497 009 277	1900 / 350 Short term Partial Air Con	963 / 475 Shire Advised	117.090687- 32.52997	
WELFARE CENTRES IN THE SHIRE OF WAGIN						
Primary Wagin Recreation Centre/ Sports Pavilion	Ballagin St Wagin	Shire 9861 1177/ Bill Atkinson 0429 611 177	500/150 Short term Has air con	250 / 125	117.338684- 33.306241	
Primary Wagin District High School	10 Ranford St, Wagin	School 9861 3200 Tracey Pickering	150/75 Short term Has air con	75 /37	117.341956- 33.310635	
Secondary Wagin Town Hall	Tavistock St Wagin	Shire 9861 1177/ Bill Atkinson 0429 611 177	TBC		117.344676- 33.309594	Fire Zone
WELFARE CENTRES IN THE SHIRE OF WANDERING						
Secondary Wandering Community Centre	11 Down St Wandering	Shire 9884 1056, CEO Alan Hart 0448 729 049	300 Sitting (80 sleeping) Short term Has air con	150 / 75	116.671897 -32.682179	
WELFARE CENTRES IN THE SHIRE OF WEST ARTHUR						
Primary Darkan Town Hall	Cnr Hillman & Butler Streets	Shire office - 9736 2222 CEO - Nicole Wasmann – 97361222 hm / 0427 900 563.	Seating capacity for approx 300 Foyer, stage chairs, tables function room/ bar, office Pioneer Hall has air con/ large main doesn't.	150 / 75	116.741431- 33.337529	Air Con In Bush area
Secondary Darkan Sport and Community Centre	Memorial Drive	Shire has key - 9736 2222 CEO - Nicole Wasmann – 97361222 hm / 0427 900 563. Golf Club - Judy Wunnenberg - 9736 1161	Seating capacity for approx xxx Function room, bar Enclosed outdoor play area Sep building – club room	TBA	116.7256 -33.3368	
Duranillin Duranillin Hall	Horley Road	Contact Shire 9736 2222 Dura Agencies 9862 9046 Hall Committee- Robyn Quill 9862 9010	150 / 50	75/ 37	116.80219 -33.51533	Better suited as staging area
Moodiarrup Moodiarrup Sports Complex	Arthur River- Boyup Brook Road	Contact Shire 9736 2222 Janette Whitaker – 9863 1056	175 / 60 Function Room	87 / 43		Better suited as staging area
Moodiarrup Hall	Arthur River	Janette Whitaker	175 / 60	87 / 43		Better suited

Local Emergency Welfare Plan - Narrogin District

	Road	9863 1056 0437 631 050				as staging area
Arthur River Arthur River Hall	Albany Highway	Hall Committee- Lisa Saunders 9862 6095 0427 626 078	250 /85 Lesser and Main Hall	125 / 62		
Arthur River Country Club Inc	East Arthur Rd Arthur River	Club 9862 6058 Lisa Saunders 9862 6095 0427 626 078	100 / 50	50 / 25		
WELFARE CENTRES IN THE SHIRE OF WICKEPIN						
Primary Harrismith Golf Club	Wickepin Harrismith Rd Harrismith	Shire 9888 1005/ Ahrs Mark 0429 207 855	100/25 Short term Has air con	50 / 25	117.860126 -32.917638	
Primary Wickepin Community Centre	Cnr Johnson and Campbell Sts Wickepin,	Shire 9888 1005/ Ahrs Mark 0429 207 855	500/250 Short term Partial air con	250 / 125	117.49893 -32.781962	
Yealering Hall	Wickepin Corrigin Road Yealering	Shire Shire 9888 1005/ 0429 207 855 Yealering Shop 9888 7106 Yealering Ag Parts 9888 7095 or 0428 881 018	190 / 50 Has Air Con and Heating	95 / 50	Latitude:- 32.59378225 Longitude:11 7.6281868	Opposite Yealering Lake
WELFARE CENTRES IN THE SHIRE OF WILLIAMS						
Primary Williams Main Hall & RSL Hall	9 Brooking St Williams	CEO Geoff 9885 1005/ 0429 900005 Britt Logie 0428 851 357	270/200 Short term Partial air con	135 / 67	116.880927- 33.025585	
Secondary Williams Recreation Grounds Pavilion	Pinjarra Williams Rd Williams	CEO Geoff 9885 1005/ 0429 900005 Britt Logie 0428 851 357	200/150 Short term Has air con	100 / 50	116.877193 -33.031405	Has stand alone WIFI
Secondary Convention Centre (Earnshaw)	853 Williams Darkan Rd Williams	CEO Geoff 9885 1005/ 0429900005 David Earnshaw 0427 950 835	600/ 250 Long term Has air con		116.841456- 33.129753	Tents to be set up 12 to 15km out of town

See Appendices 15,16,17 and 18 for:

- Welfare Centre Safety Inspection Report
- Welfare Centre Condition Report
- Welfare Centre Handover Report
- Floor plans

Appendix 5B – Alternative Temporary Accommodation Services

In the event of an evacuation, people may make their own accommodation arrangements eg stay with family or friends locally (if this is safe) or in another town.

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If a small number of people were required to evacuate, or there is extenuating circumstances for some individuals and families, Communities Emergency Services would explore alternative arrangements, depending upon the situation at the time. This may include a range of options such as commercial facilities. **Note: accommodation providers requiring payment need to have ABNs** – providers cannot receive payment without one.

Contact the Emergency Services On Call Duty Officer to seek approval for use of commercial accommodation – 0418 943 835.

In a larger emergency Communities Emergency Services may need assistance in organising accommodation for evacuees and ADRA can assist with this in designated areas. If additional help is required please contact the **Emergency Services On Call Duty Officer – 0418 943 835** and the Officer will activate ADRA if appropriate.

Name	Address	Contact Details	After Hours Contact
SHIRE OF BROOKTON			
Bedford Arms Hotel	99 Robinson Rd, Brkton Jamie and Lisa	9642 1172	9642 1172 24hr divert
The Brookton	24 William St, Brookton Kerry		0458 111 835
Shire Owned Housing	Various. Contact the Shire	9642 1106	0427 421 032
Brookton Caravan Park Chalet	17 Brookton Highway, Brookton	9642 1106	Contact the Shire
Gidanga House B&B	47 Corberding Rd, Brookton Geoff Forward	9642 1117	
SHIRE OF CORRIGIN			
Corrigin Windmill Motel	10 Kunjin St (Brookton Highway), Corrigin	9063 2390	0439958399 Scott
Corrigin Hotel	17 Walton St, crn Campbell St, Corrigin	9063 2002	0439958399 Scott
Corrigin Golf Club	Drywell Rd Corrigin Kaye Ferrai	9889 1022	0459928070
SHIRE OF CUBALLING			
Cuballing Tavern (Hotel)	8 Alton St, Cuballing	9883 6032	
Laze Away Holiday Farm and Accommodation	Great Southern Highway Popanyinning, 6309 Judy and Greg Hemsell	9887 5027 (BH/AH contact number)	0427875027
SHIRE OF DUMBLEYUNG			
The Grande Olde' Dumbleyung Inn	1 Bartram St, Dumbleyung	9863 4817	
Shire of Dumbleyung – Short Term Accommodation Units	32 Harvey St, Dumbleyung	9863 4012	0429 634 012
Kukerin Hotel	31 Scaddan St, Kukerin	0418 560 340	
Mary Farm Cottages	Dumbleyung-Lake Grace Rd, Kukerin	0437 341 679	
SHIRE OF KONDININ			
Kondinin Hotel Motel	cnr Rankin & Gordon Sts, Kondinin	9889 1009	0429 891 009
Kondinin Roadhouse Motel(restaurant,fuel)	cnr Graham & Gordon Sts, Kondinin	9889 1190	
Kondinin Caravan Park - 3 chalets	Graham St, Kondinin	9889 1006	
Wave Rock/Hyden Hotel Motel	2 Lynch St, Hyden	9880 5041	
Wave Rock Resort Cottages	Wave Rock Caravan Park, Hyden	9880 5022	
Tressie's Museum & Caravan Park Karlgarin	4313 Kondinin-Hyden Road, Karlgarin (17kms west of Hyden)	9889 5043	
Windy Hill B&B	Crn Rankin and Graham St	9889 1230	David and Judy Giltrap
Wave Rock Country Cottage	5 Smith Loop, Hyden Tienhovenc13@hotmail.com	0400 488 821	Chloe Tienhoven
SHIRE OF KULIN			

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Name	Address	Contact Details	After Hours Contact
Kulin Retreat (Formerly Kulin Hostel)	Gorge Rock-Lake Grace Rd, Kulin – Camp and group accommodation	9880 1204 – Shire of Kulin	
Kulin Hotel/Motel	Johnston St, Kulin	9880 1201	
Villa Kulin – sleeps 4	10 Stewart St, Kulin	0427 651 304	
SHIRE OF LAKE GRACE			
Saltbush Inn	15 Griffiths St, Lake Grace	0447 592 954	Andrew
Lake Grace Caravan Park	1 Mather Rd, Lake Grace	(08) 9865 1263	
Lake Grace Hotel	16 Stubbs St, Lake Grace	(08) 9865 1219	
Lake Grace Roadhouse & Motel	96 Stubbs St, lake Grace	(08) 9865 1050	Peter
Newdegate Hotel	1 Maley St, Newdegate	(08) 9871 1506	
Lake King Tavern Motel	Lot 165 Varley Rd, Lake King	(08) 9874 4048	
SHIRE/TOWN OF NARROGIN			
Narrogin Motel	56 Williams Rd, Narrogin	9881 1660	
New Cornwell Hotel	12 Doney St, Narrogin	9881 1568	
Duke of York Hotel	Federal St, Narrogin www.Dukeofyorkhotel.com.au	9881 1008	
Albert Facey Motor In	78 William Rd, Narrogin www.Albertfacey.com	9881 1899	
Highbury Tavern – 16 kms south of Narrogin	Scott St, Highbury	9885 9049	
Narrogin Acacia Lodge Bed and Breakfast	27 Sydney Hall Way, Narrogin	9881 1522	
Bella's Country Place B&B	46 Herald St, Narrogin www.Bellascountryplace.com	9881 1097	
Rosewood Narrogin	4 Falcon St, Narrogin	0427 824 062	
Narrogin Caravan Park	80 Williams Rd, Narrogin ncp@narrogin.wa.gov.au	0427 478 333	Rick and Elaine
Edin Valley Farmstay	3733 Williams Kondinin Rd, Narrogin	9881 5864	
Chuckem Farmstay	1481 Tarwonga RD, Highbury www.chuckemfarmstay.com.au	0409 379 353	
SHIRE OF PINGELLY			
Pingelly Roadhouse & Motel	8 Quadrant St, cnr Park St, Pingelly	9887 1015	Not currently Trading (20/06/22 being renovated)
Pingelly Hotel	12 Park St, Pingelly	9887 1001	
Exchange Tavern	1 Pasture St, Pingelly	9887 0180	
Steve's Guest House	45 Sharow St, Pingelly		0412 654 198
SHIRE OF WAGIN			
Wagin Motel	51 Tudhoe St, Wagin	9861 1888	
Palace Hotel	49 Tudhoe St, Wagin	9861 1003	
Wagin Motel	51 Tudhoe Street, Wagin	9861 1888	Wagin Motel
SHIRE OF WANDERING			
Milfarm B & B	131 North Wandering Rd, Wandering	9884 1041	
Wandering Brook Estate-self-contained cottages next to winery	100 North Wandering Rd, Wandering	9884 1064	0429 841 084
SHIRE OF WEST ARTHUR			
Darkan Hotel	Coalfields Road, Darkan	9736 1001	
Darkan Caravan Park Shire of West Arthur	Lot 274 Coalfields Rd, Darkan	9736 2222 0427 363 970	2 Chalets and Nissan Hut
Clifton Park Farmstay & Backpackers	Albany Hwy, Arthur River Meals on request - Mrs Darryl Manuel	9862 6010	Darrylmanuel44@hotmail.com.au
Duralyn Patchwork Barn Retreat	Duralyn Park, Duranillin Heather Jefferies	9862 9056 Fx 9862 9003	

Local Emergency Welfare Plan - Narrogin District

Name	Address	Contact Details	After Hours Contact
SHIRE OF WICKEPIN			
Wickepin Hotel	34 Wogolin, Rd, Wickepin	9888 1192	
Wickepin Caravan Park and Chalets			
Yealering Hotel and Caravan Park and Chalets	6 Dalton St, Yealering Peter Stribling	9888 7014	
Oasis Hotel and Caravan Park and Chalets Harrismith	Baylon Street & Railway Avenue Harrismith WA Russell and Judy Gray	9883 1010	
Wickepin Caravan Park	Access through the shire	9888 1005	
SHIRE OF WILLIAMS			
Williams Motel & Shady Acre Carvn Pk	5 Williams St, Williams	9885 1192	Vicki Almore 0418 908 460
Williams Hotel	26 Albany Hwy, Williams	9885 1016	

Appendix 6 – Welfare function of Registration and Reunification

- This functional area enables individuals within an emergency affected community to be traced, families reunited and inquiries about individuals coordinated, intrastate, interstate or internationally.
- To facilitate the accounting of persons affected by such incidents, Communities may use the registration and reunification Register.Find.Reunite. system or other options as appropriate. The Register.Find.Reunite. system has been developed at the State and national level. In Western Australia this system is activated by Communities and managed by the Australian Red Cross on behalf of Communities.
- The system provides for the registration and reunification of affected persons using standardised forms. Stocks of these forms are held by Communities offices, the Australian Red Cross State Inquiry Centre and its local teams and some LGs to be readily available for immediate use at welfare centres.
- In addition, impacted individuals may choose to register themselves online using the Register.Find.Reunite. system once it has been activated.

See over for Communities Standard Operating Procedures for the welfare function of Registration and Reunification.

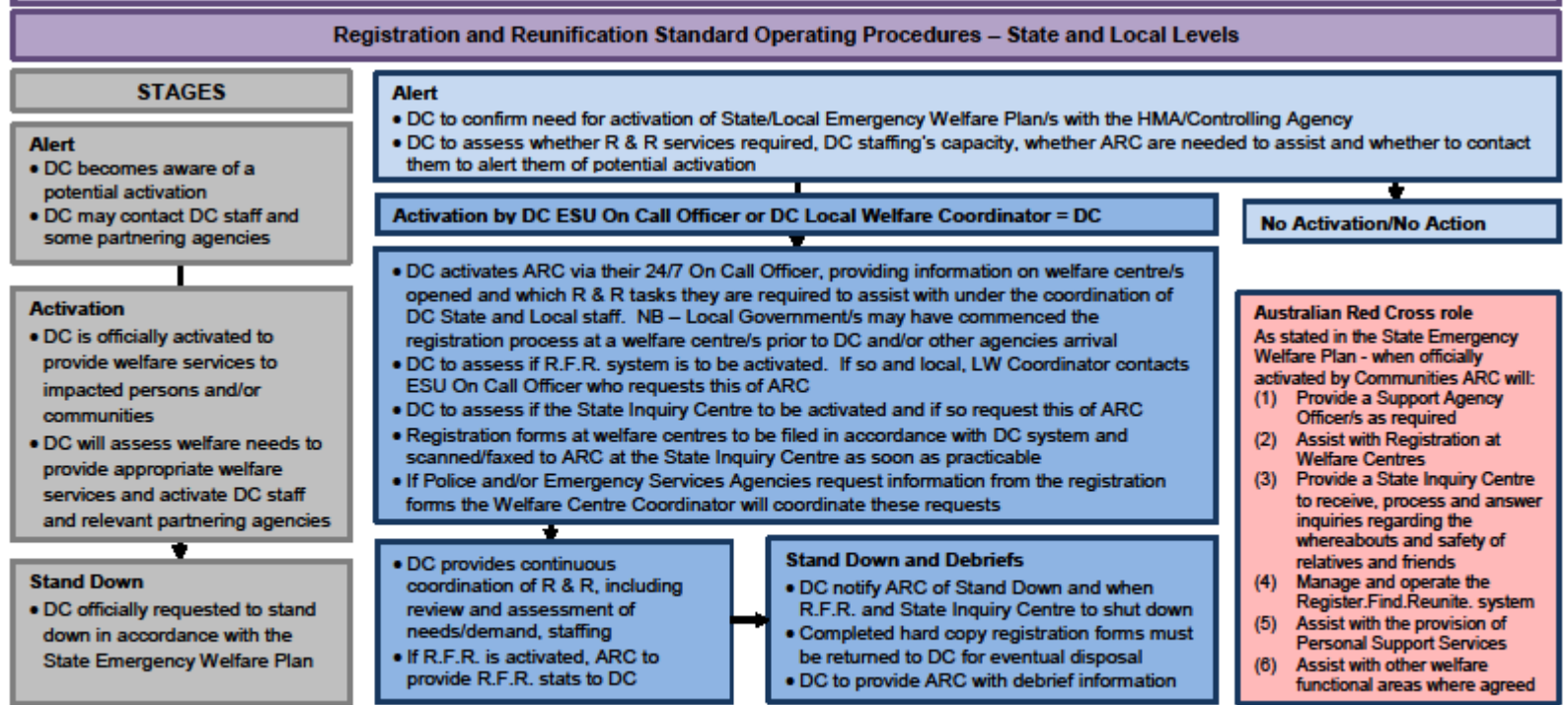
Local Emergency Welfare Plan - Narrogin District

Communities Standard Operating Procedures for the welfare function of Registration and Reunification



Department of Communities Emergency Services - Standard Operating Procedures for the welfare function of Registration and Reunification Dec 2017

Registration and Reunification (R & R) is one of the 6 welfare functional areas Department of Communities (DC) is responsible for under the WA Emergency Management Act 2005 and State Emergency Management Arrangements. Welfare arrangements are detailed in the State Emergency Welfare Plan and Local Emergency Welfare Plans. Registration and reunification enables individuals within an emergency affected community to be traced, families reunited and inquiries about individuals coordinated, intrastate, interstate or internationally. To facilitate the accounting of persons affected by such incidents, DC may use the registration and reunification Register.Find.Reunite. (R.F.R.) system or other options as appropriate. R.F.R. has been developed at the State and national level. In Western Australia this system is activated by DC as the commissioning agency and managed by the Australian Red Cross (ARC) as a partnering agency, on behalf of DC. ARC operates the State Inquiry Centre when authorised by the DC State Welfare Coordinator.





Appendix 7 – Emergency Catering Services

Communities will coordinate the establishment of an emergency catering service for those rendered homeless, evacuees and welfare workers engaged during an event. Dependent on the catering requirements, Communities may engage a variety of service providers to provide this service, such as voluntary groups, fast food outlets or hospital, hotel, motel or public catering services. Communities cannot accept other prepared food e.g. sandwiches, cakes, sausage rolls, unless the person/organisation has a Food Handling Certificate issued by the LG.

Responsibility for the provision of meals for non-welfare emergency workers is the responsibility of the HMA/Controlling Agency.

A resource list of catering agencies and other options is included below, with consideration of catering for large numbers of evacuees and/or protracted emergency events.

Name	Address	Contact Details	After Hours Contact
SHIRE OF BROOKTON			
Bedford Arms Hotel	99 Robinson Rd, Brookton		Bedford Arms Hotel
Brookton Deli/Cafe	17 Robinson Rd, Brookton	9642 1154	
Brookton Roadhouse	Brookton Highway, Brookton	9642 1056	
Stumpy's Gateway Roadhouse	Brookton Highway, Brookton	9642 1017	
SHIRE OF CORRIGIN			
Corrigin District Club	Goyder St, Corrigin	9063 2136	
Corrigin Hotel	Cnr Walton & Campbell Sts, Corrigin	9063 2002	0439958399 Scott
Corrigin Meal On Wheels	Corrigin Hospital	9063 0333	
Corrigin Roadhouse	Kunjin St (Brookton Highway), Corrigin	9063 2210	0439958399 Scott
Corrigin Cafe	6 Campbell St, Corrigin	0487 212 769	
Mallee Tree Café&Gallery	Campbell St, Corrigin	9063 2384	0428632194
SHIRE OF CUBALLING			
Cuballing Tavern (Hotel)	8 Alton St, Cuballing	9883 6032	
Cuballing Roadhouse	121 – 125 Ridley St (Great Southern Highway), Cuballing	9883 6026	Food van available
SHIRE OF DUMBLEYUNG			
Dumbleyung General Store	207 Absolon St, Dumbleyung	9863 4101	Amy – 0433 762 252
The Little Black Duck Diner	28 Absolon St, Dumbleyung	9863 4829	
Dumbleyung Roadhouse	Lot 303 Absolon St, Dumbleyung	9863 4072	
The Grande Olde' Dumbleyung Inn	1 Bartram St, Dumbleyung	9863 4817	
Dumbleyung District Club	Cr Harvey & Bennett St, Dumbleyung	9863 4106	
Dumbleyung Mens Shed	31 – 33 Bartram St, Dumbleyung	0427 048 486	Lee Forward
Kukerin Hotel	31 Scadden St, Kukerin	0418 560 340	
Kukerin General Store	25 Scaddan St, Kukerin	9864 6044	0427 637 221
SHIRE OF KONDININ			
CC's Coffee & Cakes	33 Jones St, Kondinin	9889 1818	
Kondinin Hotel Motel	cnr Rankin & Gordon Sts, Kondinin	9889 1009	0429 891 009
Kondinin Roadhouse Motel(restaurant, fuel)	cnr Graham & Gordon Sts, Kondinin	9889 1190	
Karlgarin Country Club	Foundation St, Karlgarin	9889 5013	
Hyden Hotel	2 Lynch Street, Hyden	9880 5041	
Hyden Bush Bake House	10 McPherson St, Hyden	9880 5678	
Hyden Travel Stop	Lynch Street, Hyden	9880 5068	
SHIRE OF KULIN			
Kulin Hardware & Rural Café	2/3 Johnston St, Kulin	9880 1340	



Name	Address	Contact Details	After Hours Contact
Kulin Hotel/Motel	Johnston St, Kulin	9880 1201	
Kulin Woolshed Café (has fuel as well)	53 Johnston St, Kulin	9880 1275	
SHIRE OF LAKE GRACE			
Lake Grace Hotel	16 Stubbs St, Lake Grace	9865 1219	
Lake Grace Roadhouse & Motel	96 Stubbs St, Lake Grace	9865 1050	Peter
Rosies Cafe	26 Stubbs St, Lake Grace	6801 7090	
Newdegate Hotel	1 Maley St, Newdegate	9871 1506	
Lake King Tavern Motel	Lot 165 Varley Rd, Lake King	9874 4048	
SHIRE/TOWN OF NARROGIN			
Albert Facey Motor Inn	78 Williams Rd, Narrogin WA	9881 1899	
All day Café 7	40 Federal St, Narrogin	9881 3816	
Bill and Ben's Hot Bread Shop	6 Bintamilling Arc, Narrogin	9881 4765	
Cabanas Coffee Lnge	32 Egerton St, Narrogin Brendondowdell@gmail.com	9881 2478 0439 906 562	Brendon Dowdell
Chicken Treat	99 – 103 Federal St, Narrogin	9881 4144	
Coles	Earl & Ensign St, Narrogin	6115 6600	
Country Wok	10A Ensign St, Narrogin	9881 2095	
Divine's Coffee Cups	10A Ensign St, Narrogin	0456 700 142	
Duke of York Hotel	34 Federal St, Narrogin	9881 1008	
Est. 1978 Café and Takeaway	45 Federal St, Narrogin admin@est1978.com.au	0452 582 429	Linda and Clinton Olsson
Fortune French Bread Shop	25 Egerton St, Narrogin	9881 2557	
Hillside Meat Processors	148 Boxsell Rd, Narrogin	9881 1016	
Cargo's	24 Egerton St, Narrogin	9881 1906	
Narrogin Country Fresh Meats	5 Bintamilling Arcade, Narrogin	9881 1243	
Narrogin Fruit Market	19 Fortune St, Narrogin	9881 2138	
Narrogin Fresh	6 Kipling St, Narrogin	9881 1654	
Meals on Wheels (Narrogin Homecare)	Jessie House, Clayton Rd, Narrogin	9881 4455	To Be Confirmed
Narrogin Motel	25 Egerton St Narrogin WA	9881 2557	Brian Seale
Narrogin NurseryCafe and Gallery	32 Federal St, Narrogin	9881 1971	
Narrogin Snack Shack	10 Egerton St, Narrogin	9881 4160	Duke of York if no answer
Narrogin Takeaway & Café Bar	Shop 2/101 Federal St, Narrogin	9881 1922	Michelle Grout
Shell Narrogin	44 Egerton St, Narrogin	9881 5284	
Wild and Waste Free	9/83 Federal St, Narrogin	0450 646 624	
SHIRE OF PINGELLY			
Pingelly Roadhouse & Motel	8 Quadrant St, cnr Park St, Pingelly	9887 1015	Not Currently Trading
Pingelly Hotel	12 Park St, Pingelly	9887 1001	
Exchange Tavern	1 Pasture St, Pingelly	9887 0180	
Pingelly Café and Bakery	4B Parade St, Pingelly	9887 0864	
SHIRE OF WAGIN			
Cresswells Dept Store and Cafe	65 Tudor St, Wagin Markyparky57@gmail.com	9861 2300	
Mangoes Takeaway Food	91 Tudor St, Wagin	9861 2110	



Name	Address	Contact Details	After Hours Contact
Mobile Roadhouse	Arthur Rd, Wagin	9861 1269	
Palace Hotel	49 Tudhoe St, Wagin	9861 1003	
SHIRE OF WANDERING			
Wandering Tavern	31 Watts St, Wandering	9884 1097	0402 850 860
Riverside Roadhouse	7839 Albany Hwy, Bannister	9883 8035	0411 423 254 Malcolm Jewel
SHIRE OF WEST ARTHUR			
Lions Club of West Arthur	Rosalie Bunce - Secretary	0429 361 527	
Community BBQ trailer available for use *	*Darkan Apex disbanded – contact Tom Lloyd	9736 1281 9736 1271- fax	
Darkan Hotel	Coalfields Road, Darkan	9736 1001	
Gull Darkan Roadhouse	Coalfields Road, Darkan	Craig Milburn	0480 226 063
Rarebits on Burrowes	Book Café, 39 Burrowes St, Darkan - Wayne & Pam	9736 1780	pamstockley@bigpond.com
Duranillin Agencies	25 Farrell St, Duranillin Stocking basic food items – mostly perishables	Craig 9862 9046 Cef.dura@inet.net.au	duraag@wn.com.au 0408 863 781
SHIRE OF WICKEPIN			
Wickepin Hotel	34 Wogolin, Rd, Wickepin	9888 1192	
Yealering Hotel	6 Dalton St, Yealering	9888 7014	
Oasis Hotel Harrismith	Railway Avenue, Harrismith	9883 1010	
Ewen Rural Supplies and Groceries	38 Wogolin Rd 6370 Wickepin, Western Australia	9888 1002	
Jean's Cafe and Newsagency	28 Wogolin Rd, Wickepin WA	9888 1070	
SHIRE OF WILLIAMS			
BP Roadhouse	14 Albany Hwy, Williams	9885 1135	
Ampol Roadhouse	16/17 Albany Hwy, Williams	9885 1104	
Chatterbox Coffee Roasters	18 Brooking St, Williams	0439 944 762	Di Mainwaring
The Bridge Roadhouse (Shell)	Lot 26 Albany Hwy, Williams		
The Shed Café/ Restaurant	52 Albany Hwy, Williams	9885 1400 Ryan Duff 0447 723 612	Simon Maylor 0447 575 156
Williams Hotel	26 Albany Hwy, Williams	9885 1016	Ben Strickland 0447 741 986

Catering agencies for large and/or protracted emergencies

Name	Address/capabilities	Contact Details	After Hours Contact
List catering agencies			
NB – there are no agencies available locally			

WATER SUPPLIERS

Name	Type of Supplies	Contact Details	After Hours Contact
Water Corporation Manager Control Centre Operations (MCCO)	Can assist with water and waste water infrastructure, Water Corp assets, access to key personnel, reps at All Hazard Liaison Group meetings,	1300 483 514	1300 483 514



	support for ISG, OASG and IMT, other support or info during operational situations		
Neverfail Springwater Ltd	Bottled and bulk spring water - Patrick Davis, WA Reg Manager Stefan Thomas, State Mgr Brian Kennedy, WA Prod Mgr	9204 0122 0437 548 751 9204 0101 9204 0104	0411 407 120 0408 285 005 0401 100 282
Aqwest	Can provide drinking water in emergencies		9780 9500
Water Corporation -Bunbury Regional Office 5 MacKinnon Way	Principal supplier of water, wastewater and drainage services in WA	9791 0400 Fax: 9791 2280	
Living Springs	Bottled water, cooler rentals-cover Mandurah – Augusta	9728 0333	0408 931 068
Neverfail Springwater Ltd	Bottled and bulk spring water - Patrick Davis, WA Reg Manager Stefan Thomas, State Mgr Brian Kennedy, WA Prod Mgr	13 30 37 9204 0122 0437 548 751 9204 0101 9204 0104	0411 407 120 0408 285 005 0401 100 282



Appendix 8 – Emergency Clothing and Personal Requisites

Communities coordinates the provision of essential clothing and personal requisites, to persons affected by an emergency. This function includes the provision of basic necessities such as toiletry packs, blankets, towels, mattresses, pillows, bedding, disposable nappies, and sanitary needs, as required.

Where possible, new clothing, or financial assistance for the purchase of new clothing, should be provided to eligible persons as soon as practicable. The use of 'recycled' clothing is a last resort.

A resource list of emergency clothing and personal requisites suppliers and options is included below. This lists organisations and retail outlets who agree to participate in these arrangements, and ensures that acceptable procedural matters have been established.

SUPERMARKETS/GENERAL STORES

Name	Address	Contact Details	After Hours Contact
SHIRE OF BROOKTON			
Brookton Nourish IGA/Eziway	113 Robinson Rd, Brookton	9642 1001	
Brookton Deli & Cafe	Robinson Rd, Brookton	9642 1154	
Brookton Meats	Brookton Hwy, Brookton	9642 1143	
Brookton Roadhouse	Great Southern Highway, Brookton	9642 1056	
Stumpy's Gateway Roadhouse	Brookton Highway, Brookton	9642 1017	
SHIRE OF CORRIGIN			
IGA Superstore	8 Campbell St, Corrigin	9063 2008	0400190221
Katem's Supermarket	10A Campbell St, Corrigin	9063 2010	0427632010
Corrigin Cafe	6 Campbell St, Corrigin	9063 2220	0487 212 769
Mallee Tree Café	11 Campbell St, Corrigin	9063 2384	0428632194
Corrigin Roadhouse	Kunjin St (Brookton Hwy), Corrigin	9063 2210	0439958399
BP Corrigin	1 Walton St, Corrigin	9063 2014	
SHIRE OF CUBALLING			
Cuballing Roadhouse	121 – 125 Ridley St (Great Southern Highway), Cuballing	9883 6026	Food van available
Popanyinning General Store	8 Francis St, Popanyinning WA	9887 5033	Fuel, food, supplies
SHIRE OF DUMBLEYUNG			
Dumbleyung General Store	207 Absolon St, Dumbleyung	9863 4101	Amy – 0433 762 252
Kukerin General Store	25 Scaddan St, Kukerin	9864 6044	0427 637 221
SHIRE OF KONDININ			
Kondinin IGA X-press	45 Jones St, Kondinin	9889 1013	
Kondinin Roadhouse Motel (restaurant, fuel)	cnr Graham & Gordon Sts, Kondinin	9889 1190	
Hyden IGA	Lot 21 Marshall St, Hyden	9880 5272	
Hyden Trading Company	20 Marshall St, Hyden	9880 5057	
Hyden Travel Stop	Marshall Street, Hyden	9880 5068	
BP Hyden	7 Marshall St, Hyden	9835 1531	Fuel Only



SHIRE OF KULIN			
Kulin IGA	5 High St, Kulin	9880 1007	
Pingaring General Store	Price St, Pingaring	9866 8014	
24 hour Fuel Facility	Johnston St, Kulin	9880 1204	0427 801 023
Kulin Woolshed Café (has fuel as well)	53 Johnston St, Kulin	9880 1275	
SHIRE OF LAKE GRACE			
Varley Store/also is Australia Post	Thomas St, Varley	98751200	
Lake Grace IGA	20 Stubbs St Lake Grace	98651108	
Lake Grace Sand N Salt (Clothing)	20 Stubbs St Lake Grace	98651465	
Newdegate IGA Xpress	5 Maley St, Newdegate	98711618	
Lake King Agencies & Roadhouse	6145 Newdegate-Ravensthorpe Rd, Lake King	98744094	
Varley Ag/General Store	Thomas Rd Varley	98751200	
SHIRE OF NARROGIN			
Coles Supermarket	Cnr Earl & Ensign Sts, Narrogin	9881 1844	
Dorcas Clothing	2 Ensign St, Narrogin		0429 335 646
Highbury Store & Delicatessen	Scott St, Highbury	9885 9020	
Narrogin country Fresh Meats	Shop 5 Bintamilling Arcade, Narrogin	9881 1243	
Narrogin Fresh	6 Kipling St, Narrogin	9881 1654	
Narrogin Fruit Market	19 Fortune St, Narrogin	9881 2138	
Narrogin Newpower Newsagency	72 Federal St, Narrogin	9881 1019	
Narrogin Nic Nacs	Bintamilling Acade, 3-4 Egerton St, Narrogin	9881 5550	
Reject Shop	14 Egerton St, Narrogin	9881 2819	
Sportspower Narrogin	28 Egerton St, Narrogin	9881 2455	
Steelo's Outdoors	17 – 19 Egerton St, Narrogin admin@steelosgunsandoutdoors.com.au	9881 2455	0427 862 903
The Salation Army Narrogin	72 Federal St, Narrogin	9881 2288	
Thing-a-me-bobs	21 Fortune St, Narrogin	9881 5265	
Toyworld Narrogin	26 Fortune St, Narrogin	9881 2162	
SHIRE OF PINGELLY			
Pingelly IGA X-press	8 - 10 Parade St, Pingelly Anthony + Sharron Oliveri	9887 0057 AH use Mobile	0499 795 792 0432 975 954
Post Office	9 Parade St	9887 1499	
SHIRE OF WAGIN			
Foodworks	3/11 Tavistock St, Wagin	9861 1444	
Wagin IGA X-press	Cnr Tudhoe & Tudor Sts, Wagin	9861 1488	
Cresswells Dept Store Wagin	69 Tudor St, Wagin	9861 2300	



Mobile Roadhouse	Arthur Rd, Wagin	9861 1269	
SHIRE OF WANDERING			
Riverside Roadhouse	7839 Albany Hwy, Bannister	9883 8035	0411 423 254 Malcolm Jewel
No Shop in town, Nearest towns Narrogin or Pingelly for larger quantities of supplies			
SHIRE OF WEST ARTHUR			
Fleay's Store	41 Burrowes Street, Darkan	9736 1011 Fx 9736 1349	9736 1359 Marian Fleay
Darkan Agri Services	33 Burrowes St, Darkan	9736 1104 Ryan & Melissa Wilkie	9736 1785
Darkan Roadhouse	9881 Coalfields Road, Darkan	0480 226 063	Craig
Duranillin Agencies	25 Farrell St, Duranillin Stocking basic food items – mostly perishables	Craig 9862 9046 Cef.dura@iinet.net.au	0408 863 781
Williams Rustic Grocer	Brooking Street, Williams	9885 1985	
Coles Collie	49 Johnston St Collie	9734 1633	
Woolworths Collie	Collie Central Shopping Centre, 534 Johnston St, Collie	9735 2600	1800 638 434
SHIRE OF WILLIAMS			
Williams Rustic Grocer	22 Brooking St, Williams	9885 1985	
Williams Newsagency – fruit & vegetables	14 Brooking St, Williams	9885 1198	
The Bridge Roadhouse	Lot 26 Albany Hwy, Williams	9885 1135	
BP Roadhouse	Albany Hwy, Williams	9885 1135	
Ampol Roadhouse	Albany Hwy, Williams	9885 1104	

FUEL

Name	Address	Contact Details	After Hours Contact
SHIRE OF BROOKTON			
Brookton Roadhouse	Great Southern Highway, Brookton	9642 1056	Brookton Roadhouse
Stumpy's Gateway Roadhouse	Brookton Highway, Brktn	9642 1017	Stumpy's Gateway Roadhouse
SHIRE OF CORRIGIN			
Corrigin Roadhouse	Kunjin St (Brookton Hwy), Corrigin	9063 2210	0439958399
BP Corrigin	1 Walton St, Corrigin	9063 2014	
SHIRE OF CUBALLING			
Cuballing Roadhouse	121 – 125 Ridley St (Great Southern Highway), Cuballing	9883 6026	Food van available
Popanyinning General Store (Fuel, food, supplies)	8 Francis St, Popanyinning WA	9887 5033	
SHIRE OF DUMBLEYUNG			
Dumbleyung Roadhouse	Lot 303 Absolon St, Dumbleyung	9863 4072	
Kukerin 24Hr BP	27 Scaddan St, Kukerin	9881 1962	
SHIRE OF KONDININ			
Kondinin Roadhouse	cnr Graham & Gordon Sts, Kondinin	9889 1190	



Motel(restaurant, fuel)			
BP Hyden	7 Marshall St, Hyden	9835 1531	Fuel Only
SHIRE OF KULIN			
24 hour Fuel Facility	Johnston St, Kulin	9880 1204	0427 801 023
Kulin Woolshed Café (has fuel as well)	53 Johnston St, Kulin	9880 1275	
SHIRE OF LAKE GRACE			
Lake Grace Roadhouse	96 Stubbs St, Lake Grace	9865 1050	
Great Southern Fuel Supplies	10 Bennett St, Lake Grace	9865 1221	
SHIRE OF NARROGIN			
Shell	44 Egerton - Cnr Earl Sts Narrogin	9881 5284	
Caltex Roadhouse	12 Clayton Rd Narrogin,	9881 1586	
BP/Great Southern Fuel Supplies	4 Federal St, Narrogin	9881 1962	
SHIRE OF PINGELLY			
Gt Southern Fuel Supplies	43 Brown St, Pingelly Unmanned site	9881 1962	(Narrogin as site is unmanned)
SHIRE OF WAGIN			
Mobile Roadhouse	Arthur Rd, Wagin	9861 1269	
BP Wagin	20 Tudhoe St, Wagin	9661 1268	Fuel Only
SHIRE OF WANDERING			
Riverside Roadhouse	7839 Albany Hwy, Bannister	9883 8035	0411 423 254 Malcolm Jewel
Fuel Facility	21 Watts St, Wandering	9884 1056	0429 648 217
SHIRE OF WEST ARTHUR			
Shire of West Arthur Depot,	Lot 298 Horwood St, Darkan	9736 1534 9736 2222	0427 900 563 Nicole Wasmann
Great Southern Fuels Darkan	Growden Place, Darkan	9881 1962	24/7 unmanned site
Darkan Roadhouse	9881 Coalfields Road Darkan (7am-5.30pm)	0480 226 063	Craig Milburn
BP Williams	14 Albany Highway, Williams	9842 9099	
Shell Roadhouse	Albany Highway Williams	9885 1103	
Ampol Williams	16/17 Albany Hwy, Williams	9885 1104	
Gull Collie	143 Throssell St, Collie	9734 2830	
Coles Expres/Shell Centrepoint	57 Johnston St/Cnr Princep St, Collie	9734 2002	
Ampol Collie	124 Throssell St, Collie	9734 7938	
BP Service Station	102 Throssell St, Collie	9734 1855	
SHIRE OF WICKEPIN			
24 hour Fuel Facility	Wogolin Rd, Wickepin E-mail: ray.narducci@gsfs.com.au	No Phone at Facility	Great Southern Fuels Narducci, Ray Bus: (08) 9881-1962
SHIRE OF WILLIAMS			
BP Roadhouse	14 Albany Hwy, Williams	9885 1135	
Ampol Roadhouse	16/17 Albany Hwy, Williams	9885 1104	
The Bridge Roadhouse (Shell)	Lot 26 Albany Hwy, Williams	0427 851 016	



MATTRESSES, BEDDING, CLOTHING ETC

Name	Address	Contact Details	After Hours Contact
DC Emergency Services Unit	Mattresses from stores in Perth. Allow 5-6 hours	ON CALL PHONE	0418 943 835
SHIRE OF BROOKTON			
Brookton Op Shop	Brookton Hwy (Near Bendigo Bank), Brookton	9642 1254	Peggy Skane
SHIRE OF CORRIGIN			
Red Cross Corrigin	Cnr Jose & Walton St, Corrigin	9063 2899	
SHIRE OF DUMBLEYUNG			
Dumbleyung Mini Mall	Shop, Absolon St, Dumbleyung	9863 4012 – Shire of Dumbleyung	CEO – 0429 634 012
Regional Retailers at the Co-op Store	72-78 Austral Tce, Katanning	9821 2211	
Katanning Betta Home Living	2/4 Austral Tce, Katanning	9821 1373	
ComfortStyle Furniture & Bedding	2/4 Austral Tce, Katanning	9821 1373	
Bakehouse Boutique	102 Clive St, Katanning	9821 1005	
SHIRE OF NARROGIN			
Narrogin Furnishings	83 Federal St, Narrogin	9881 2443	
Narrogin Bargain Barn	16 Federal St, Narrogin	9881 6688	
Narrogin Better Home Living	32/36 Fortune St, Narrogin	9881 3455	
Narrogin Furnishings Flooring Xtra	83 Federal St, Narrogin	9881 2443	
Parry's Narrogin	50 Federal St, Narrogin	9881 1019	
Dorcas Clothing	2 Ensign St, Narrogin		0429 335 646
Narrogin Newpower Newsagency	72 Federal St, Narrogin	9881 1019	
Narrogin Nic Nacs	Bintamilling Acade, 3-4 Egerton St, Narrogin	9881 5550	
Sportspower Narrogin	28 Egerton St, Narrogin	9881 2455	
Steele's Outdoors	17 – 19 Egerton St, Narrogin admin@steelosgunsandoutdoors.com.au	9881 2455	0427 862 903
Reject Shop	14 Egerton St, Narrogin	9881 2819	
The Salation Army Narrogin	? Federal St, Narrogin	9881 2288	
Thing-a-me-bobs	21 Fortune St, Narrogin	9881 5265	
Toyworld Narrogin	26 Fortune St, Narrogin	9881 2162	
SHIRE OF WANDERING			
Boddington Op Shop	17 Bannister Rd, Boddington		0427 999 274
SHIRE OF WEST ARTHUR			
CPFS Emergency Services Unit	Mattresses from stores in Perth. Allow 4-5 hours	ON CALL PH	0418 943 835
Collie Canvas & Camping World	64 Johnson Street, Collie	9734 2866	



Comfort Style Furniture and Bedding	24 Steere St, Collie	9734 7281	
Op Shop Darkan	Jane Hartnet – Darkan	0427 522 759	
Anglican Parish Op Shop	Venn Street, Collie - 700 blankets, food supplies, emergency relief	9734 5244	
St Vincent de Paul	Unit C, 45-51 Steere St Collie		St Vinnies Shp 9734 5664
Red Cross Shop	29-31 Steere St, Collie	9734 5559	
Taree Fashions	Jones Arcade 65 Streere Street, Collie	9734 1707	
Pete's	Jones Arcade, 71 Steere St, Collie	9734 3434	
Tosca's	Shop 7 Collie Centre, Forrest St Collie	9734 1867	
Collie Shoeland	Jones Arcade, Steere St, Collie	9734 1369	
SHIRE OF WAGIN			
Cresswells Dept Store Wagin	69 Tudor St, Wagin	9861 2300	
SHIRE OF WILLIAMS			
Bush Brothers Op-Shop	Albany Hway, nest to Woolshed	No phone	Wed, Fri and Sat
Williams Woolshed	101 Albany Hwy , Williams info@williamswoolshed.com	9885 1400	

HARDWARE STORES

Name	Address	Contact Details	After Hours Contact
SHIRE OF BROOKTON			
Brookton Rural Traders	91-93 Robinson Rd, Brktn	9642 1006	
Brookton Farmarama (CRT)	1/100 Brookton Hwy, Brookton	9642 2450	
SHIRE OF CORRIGIN			
Corrigin Thrifty-Link	3 Campbell St, Corrigin	9063 2053	0427 632 010
Landmark Corrigin	11 Walton St, Corrigin	9063 2206	0477 206 088
Corrigin Ag Solutions	2 Goyder St, Corrigin	9063 2983	0428 916 771 (?)
Elders Corrigin	25 Walton St, Corrigin	9063 4600	0407 201 198
SHIRE OF CUBALLING			
Popanyinning General Store (Fuel, food, supplies)	8 Francis St, Popanyinning WA	9887 5033	
SHIRE OF DUMBLEYUNG			
Dumbleyung Ag Supplies	6 Bennett St, Dumbleyung	9863 4154	0429 929 964
Dumbleyung General Store	207 Absolon St, Dumbleyung	9863 4101	Amy – 0433 762 252
Dumbleyung Engineering & Supplies	62 Absolon St, Dumbleyung	9863 4080	0447 604 190
Kukerin General Store	25 Scaddan St, Kukerin	9864 6044	0427 637 221
Katanning H Hardware	5 Claude St, Katanning	9821 1411	
SHIRE OF KONDININ			



Landmark Hyden	5 Lynch St, Hyden	9880 5092	
The Ag Shop	30 Lynch St, Hyden	9880 5574	
Farmworks Hyden	Marshall St, Hyden	9880 5054	
Waveline Mitre 10	1 Naughten St, Hyden	9880 5588	
Ilich Hardware	31 Rankin St, Kondinin	9889 1289	
Kondinin Hardware	22/24 Rankin St, Kondinin	9889 1031	
SHIRE OF KULIN			
Kulin Hardware & Drapery	2 Johnston St, Kulin	9880 1340	
Gangells Ag Solutions	157 High St, Kulin	9880 1292	
SHIRE OF LAKE GRACE			
CCL Hardware	Stubbs St Lake Grace	9865 2973	
Lake Grace Rural Supplies	62 Stubbs St Lake Grace	9865 2973	
Elders Rural Services	92 Stubbs St Lake Grace	9865 3500	
Newdegate Stock and Trading Co	188 McCracken Rd, Newdegate	9871 1556	
Nutrien Ag Newdegate	15-17 May St, Newdegate	9871 1514	
Lake King Agencies & Roadhouse	6145 Newdegate-Ravensthorpe Rd, Lake King	98744094	
Varley Ag/General Store	Thomas Rd Varley	98751200	
SHIRE OF NARROGIN			
Narrogin Valley Stockfeeds	175 Federal St, Narrogin	9881 6000	
FarmWorks Narrogin	55/57 Earl St, Narrogin	9881 5133	
Hancock & Sons (Home Timber & Hardware)	22 Federal St, Narrogin	9881 1145	
Landmark	20 Gfederal St, Narrogin	9881 1411	
Narrogin Makit Hardware	21-35 Federal St, Narrogin	9881 1020	
Narrogin Stihl	162 Federal St, Narrogin	9881 2044	
SHIRE OF PINGELLY			
AFGRI	19 Quadrant Street, Pingelly James	9887 1395	0427 867 550
Nutrien (formerly Landmark)	2 Paragon Street Antony Sewell	9887 1184	0448 003 088
Elders Rural Services	2 Parade St, Pingelly David Hull	9887 0160	0477 923 684
SHIRE OF WAGIN			
Alexander Galt and Co	21 – 27 Tudhoe St, Wagin	9861 1087	Wade 0447 611 355
Elders Wagin	115 Tudhoe St, Wagin	9861 1828	
AFGRI Equipment Wagin	109 Tudhoe St, Wagin	9861 000	
Wagin Ag Supplies	18 Tavistock St, Wagin	9861 1555	
SHIRE OF WANDERING			
Boddington Hardware	15 Johnstone St, Boddington	9883 8006	0403 434 840
SHIRE OF WEST ARTHUR			



Darkan Agri Services -Thrifty Link	33 Burrowes Street Darkan	9736 1104	
Ted Britten & Son (TBS Rural & Hardware)	2072 Harris River Rd, Collie Michael Stone	9734 1744	0408 902 120
Henderson's Hardware – agents for Aussie Outdoor	137 Throssell St, Collie Ashley Stewart	9734 1193 Fx: 9734 1332	
Collie Salvage & Hardware	Light Industrial Area – 2064 Rowlands Rd, Collie	9734 2785	0417 955 022
Williams Rural Supplies	44-46 Albany Hwy Williams	9885 1049	
SHIRE OF WICKEPIN			
Wickepin Rural Services	22 Wogolin Rd, Wickepin	9888 1016	
Ewen Rural Supplies	38 Wogolin Rd, Wickepin	9888 1002	
SHIRE OF WILLIAMS			
Williams Rural Supplies	Cnr Brooking St & Albany Hwy, Williams	9885 1049	0427 906 417 Ryan Pearce
Elders	36 Albany Hwy, Williams	9885 2000	
Prime Ag	Marjidin Way, Williams	9885 1725	0427 906 417 Ryan Pearce



Appendix 9 – Personal Support Services

Communities will coordinate and provide personal support services, and where necessary, will work with other specialist agencies to ensure affected persons receive the necessary personal support to cope with the effects of loss, stress, confusion, trauma and family disruption. These include specialised counselling and psychological services and other appropriate services.

Personal Support Services can include practical assistance, emotional support, information, referral to other services, advocacy, advice, counselling and psychological services.

Information and advisory services may include other relief measures not necessarily provided by Communities, such as availability of grants and other forms of financial assistance, healthcare, provision of child care and financial counselling.

A list of relevant agencies and services is included below.

Advocacy and Counselling Services

Communities Psychological Services	Contact Communities Emergency Services	On Call phone	0418 943 835
Aboriginal Health Service Narrogin	Williams Rd, Narrogin	9881 6651	
South West Aboriginal Medical Services (SWAMS)	Federal St, Narrogin	Bunbury Contact 9791 1166 ring to get Narrogin details	
AGCare - Central AGCare - Southern		9063 2037 9827 1552	
Anglicare Narrogin	PO Box 397, Narrogin	9881 5124	
Brookton and Pingelly Local Drug Action Group	Carmen.Seaman@health.wa.gov.au	9887 2222	
Central Ag Care – Counselling Corrigin	Kirwood St	9063 2037	
Care and Share	Gaye Ash	0427 500 591	98 612 658
Hav-a-chat Counselling Services	Brad Middleton	0400 593 331	
Narrogin Mental Health Service	Community Health Centre, Williams Rd, Narrogin	9881 4888 9881 0700	
Rainbow House Outreach Counselling Service (DV-Women only)	PO Box 86, Narrogin	9881 6810	1800 007 570
Rural Community Support Services (Counselling)	83 Federal St, cnr Fortune St, Narrogin	9881 3939 9881 0790	
Silver Chain Nursing Association		1300 650 803	
Rural Link	Dept of Health Statewide Services	1800 552 002 1800 720 101 – TTY	
School Psychologists Dept of Education	Wheatbelt Regional Education Narrogin Local Office – Homer St, Narrogin	9881 0000	
Wagin Counsellors	Gary Pilkington — also Baptist minister Wendy Pederick Narelle Parker Stephen van Schalkwyk –also Uniting Minister	0407 194 431 0429 171 676 0429 611 249 0417 649 030	Wagin Counsellors
Wagin Youth Group	Donna George	0409 117 444	
Wheatbelt Mental Health Service	Dept of Health	9621 0999	



Rural Link	Dept of Health Statewide Services	1800 552 002	1800 720 101 -TTY
School Psychologists Dept of Education	Wheatbelt Regional Services, PO Box 394, Northam 6401 Yvette Harrison, Coordinator, Regional Services Alan Power, Lead School Psychologist, Narrogin	9622 0200 9881 0000	
Darkan Primary School Chaplain		9736 1299	
Non-Government Psych Services – Regional Office, Bunbury	Siobhan Jolly Ruth Gadd	9726 7205 9726 7200	0457 569 620 0419 919 696
Dept of Human Services – Centrelink	Collie SW Service Centre Support Manager– Carol LeMay	9735 9099 0429 637 001	
Southern Agcare – Family Counselling Service; Emergency Relief	Sally Dickinson Pearl Draper Bill Webb	9827 1552 0427 441 459	
Westcare Family Support Service is able to assist persons in genuine need	Mrs Maureen South Mrs Pam Wales Mrs Fran Dawson	0427 857 120 9736 1117 97361313	southrm@wn.com.au rrplwales@westnet.com.au
Darkan Anglican Church	Marj Quartermaine Rev Linley Mathews-Want Rev Jacki Davies	9736 1053 0428 359 055 0456 588 233	
Uniting Church Wagin	Rev Stephen Van Schalkwyk	9861 1125	
School Chaplin	Collie Senior High School	9735 1200	
Collie Family Centre Counsellor	Collie Community House	9734 5343	
Anglicare Financial Counselling	Collie Community House	9735 5343	

Telephone Help Services

Beyondblue Support Service	24 hour telephone service Chat online (3pm – 12am) – https://www.youthbeyondblue.com	1300 22 4636
HealthDirect		1800 022 222
Lifeline Crisis support, suicide prevention	24 hour telephone service Crisis support chat 7.00pm – midnight (Sydney time) 7 days. Outside of these hours call Lifeline – https://www.lifeline.org.au/get-help/online-services/crisis-chat	13 11 14
Mensline	www.Mensline.org.au	1300 789 978
Mental Health Emergency Response Line	www.mentalhealth.wa.gov.au	1300 555 788
Rural Link Dept of Health Statewide Services	Availability 4.30pm – 8:30am Monday to Friday and 24 hours Saturday, Sunday and public holidays. During business hours connected to local community mental health clinic	1800 552 002 1800 720 101 -TTY
Samaritans Crisis Line Anonymous Crisis Support	24 hour telephone service	135 247 9381 555
Suicide Call Back Service Telephone, video and online professional counselling	For at risk, carers and the bereaved	1300 659 467



	Online chat and video counselling – https://www.suicidecallbackservice.org.au/need-to-talk/	
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Chaplains – YouthCARE

Lance Matthew	Area Chaplain	Matthew.Lance@youthcare.org.au	0428 802 258
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Medical Treatment

HealthDirect		1800 022 222
Poisons Information Centre	24hr advice on all exposures to poisons, medicines, plants, bites/stings	13 1126
Royal Flying Doctor Service (RFDS)	Medical Emergency Calls (24 hours) Satellite phone calls Admin	1800 625 800 9417 6389 9417 6300
Silver Chain		1300 650 803
Silver Chain Brookton	Brookton Silver Chain Nursing Association and Home and Community Care (HACC)	9642 1005 9642 1888
St John Ambulance	Emergency Calls Refer page 21/22 for Community Paramedic contacts	000
Wheatbelt GP Network	25 Holtfreter Ave, (PO Box 781) Northam WA	9621 4400

Hospitals, General Practice and Nursing Posts

SHIRE OF BROOKTON			
Brookton Medical Practice (Saddleback)	456 Whittington Street, Brookton	9642 1485	Tuesday and Thursday
The Vines Medical Centre	Williams St, Brookton	9468 3606	
Brookton Saddleback Silver Chain Health Centre	456 Whittington Street, Brookton	9642 1005	Monday to Friday
SHIRE OF CORRIGIN			
Corrigin Hospital	49 Kirkwood St, Corrigin Corrigin.hospital@health.wa.gov.au	9063 0333	0428786259
Corrigin Medical Centre	5 Murphy St, Corrigin	9063 2107	0421198969
Corrigin Health Care	2 Lynch St, Corrigin	9063 2680	
SHIRE OF DUMBLEYUNG			
Dumbleyung Memorial Hospital	McIntyre St, Dumbleyung	9863 5222	
Kukerin Nursing Post	33 Manser St, Kukerin	9864 6047	
Wagin District Hospital	31 Ventnor St, Wagin	9861 3444	
Wagin General Practice	299 Tavistock St, Wagin	9861 1633	
Katanning Hospital	Clive St, Katanning	9821 6222	
South West Aboriginal Medical Services	2/121 Clive St, Katanning	6837 2600	
St Luke's Family Practice	7 Elizabeth St, Katanning	9821 2155	
SHIRE OF KONDININ			
Kondinin Hospital	130 Graham St, Kondinin Aboriginal Health Care Worker Fortnightly visits to Kulin, contact Kondinin Hospital - 9894 1222	9894 1222	



Kondinin Medical Centre	120 Graham St, Kondinin	9889 1753	Open Monday & Wednesday
Hyden Surgery	Cnr Lynch & Naughton St, Hyden	0429 082 746	Thursday
Hyden Silver Chain	Cnr Lynch & Naughton St, Hyden	9889 5021	
SHIRE OF KULIN			
Kulin Medical Centre	310 Johnston St, Kulin	9880 1315	
HACC Kulin	Kulin Health Centre Johnson St, Kulin	9894 1222	
SHIRE OF LAKE GRACE			
Lake Grace Hospital	Memorial Drive, LAKE GRACE	08 9890 2222	
Lake Grace Medical Centre	338 Memorial Dr, Lake Grace	08 9865 1208	
Newdegate Medical Centre	May St, Newdegate	08 9871 1105	
SHIRE OF NARROGIN			
Narrogin Health Services Hospital	43 Williams Road, Narrogin	9881 0333	
Community Health Care Narrogin	43 Williams Rd, Narrogin	9881 0385	
Earl Street Medical Centre	92 Earl St, Narrogin	9881 1333	
Family Eyecare	121 Federal St, Narrogin	9881 2288	
John Parry Medical Centre	57 Williams Rd, Narrogin	9881 1100	
SHIRE OF PINGELLY			
Pingelly Health Centre	32 Brown St, Pingelly	9887 2222	
Pingelly General Practice	32 Brown St, Pingelly	9887 0212	
Silver Chain Pingelly	6 Somerset St, Pingelly		1300 650 803
SHIRE OF WAGIN			
Wagin Hospital	6 Warwick St, Wagin	9861 3444	
Wagin General Practice	299 Tavistock St, Wagin	9861 1633	
SHIRE OF WANDERING			
Narrogin Regional Hospital	43 Williams Road, Narrogin	9881 0333	
SHIRE OF WEST ARTHUR			
Community Nurse, Dept of Health	Norma Sinclair Williams Medical Centre	9885 1006 9885 1006	
Silver Chain Nursing Association	52 Johnston Street, Collie	9734 4344	
SHIRE OF WICKEPIN			
Narrogin Regional Hospital	43 Williams Road, Narrogin	9881 0333	
SHIRE OF WILLIAMS			
Williams Health Centre	3 Adam St, Williams	9883 9999 98852600	

Chemists/Pharmacists **Check if Wheel chairs are available to hire or borrow**

SHIRE OF BROOKTON			
Brookton Pharmacy	2/100 Brookton Hwy, Brookton WA	9642 1991	
SHIRE OF CORRIGIN			
Corrigin Pharmacy	Campbell St, Michelle Hooper	9063 2094 0427 275 174	
SHIRE OF DUMBLEYUNG			



Wagin Pharmacy	52 Tudhoe St, Wagin	98641 1245	
Katanning Pharmacy	92 Clive St, Katanning	9821 1677	
Great Southern Community Chemist	1/132 Clive St, Katanning	9821 8016	
SHIRE OF KONDININ			
Hyden's Home of Health	14 McPherson St, Hyden	9880 5880	
SHIRE OF LAKE GRACE			
Lake Grace Pharmacy	27 Stubbs St Lake Grace	08 9865 2641	
SHIRE OF NARROGIN			
Amcal Pharmacy	Shops 8-12 Fortune St, Narrogin	9881 1963	
Guardian Chemist	74 Federal St, Narrogin	9881 1006	
SHIRE OF PINGELLY			
Pingelly Pharmacy	16 Parade St, Pingelly	9887 1075	
SHIRE OF WAGIN			
Wagin Pharmacy	52 Tudhoe St, Wagin	9861 1245	
SHIRE OF WEST ARTHUR			
West Arthur Health and Resource Ctr	27 Burrowes St, Darkan	9736 2000	Limited dispensary
Collie Chemart Pharmacy	Collie Central Shopping Centre, Forrest Street, Collie	9734 3700	4 wheelchairs available for hire
SHIRE OF WANDERING			
Boddington Pharmacy	27 Bannister Rd,	9883 9962	9883 4444
SHIRE OF WILLIAMS			
Williams Pharmacy	34 Albany Highway, Williams	9865 9101	

Child Care Services

SHIRE OF BROOKTON			
Milly Molly Mandy's	58 Williams St, Brookton Brookton Early Learning Centre	9642 1037	
SHIRE OF CORRIGIN			
Giggle Pots Daycare	42 Lynch St, Corrigin gigglepots@gigglepotsdaycare.com.au	9063 2365	
SHIRE OF DUMBLEYUNG			
Elspeth Smith Family Daycare		9864 1042	0429 641 049
Dumbleyung Family Daycare	Harvey St, Dumbleyung	0428 921 792	0438 935 346
Dumbleyung Willy Wagtails		Kerry Scally – 0419 956 156	
SHIRE OF KONDININ			
Hyden Occasional Child Care	70 McPherson St, Hyden	9880 5135	
SHIRE OF KULIN			
Kulin Child Care Centre	Lot 297 Gordon St, Kulin	9880 1636	
Regional Early Education and	70McPherson St, Hyden	9880 5135	



Development			
SHIRE OF LAKE GRACE			
Lake Grace Early Learning Centre	1 Griffith Street, Lake Grace	08 9865 2568	
SHIRE OF NARROGIN			
Great Beginnings Family Day Care	Cnr Park & William St, Narrogin	9881 2991	?? Still open
Narrogin Multifunctional Child care Centre (Mobile)	Cnr William Kennedy Way & Park St, Narrogin	9881 2401	
Narrogin Outside School Hours Care	22 Williams St, Narrogin	9881 2401	Same numbers
Regional Early Education and Development	6 William Kennedy Way, Narrogin	9881 2401	
SHIRE OF PINGELLY			
Regional Early Education and Development	24 Queen St, Pingelly	0428 924 917	
SHIRE OF WAGIN			
Wagin Huggkle Bears Day Care	1 Johnston St, Wagin	9865 2568	0447 090 031
SHIRE OF WEST ARTHUR			
Regional Early Education and Development	2 Darkan South Rd, Darkan	9736 1856	
SHIRE OF WICKEPIN			
Regional Early Education and Development	1 Cambell St, Wickepin	0428 924 917	
SHIRE OF WILLIAMS			
Willi Wag Tails Childcare Services	1 Growse St, Williams	9885 1673	
Family Day Care Support Advocate	Williams Shire act as advocates and support	0455 461 655	Sharon Palumbo

Community Resource Centres

Brookton CRC	89 Robinson Rd, Brookton	9642 1377	
Corrigin CRC	55 Larke Cres, Corrigin WA	9063 2778	
Dumbleyung CRC	28 Absolon St, Dumbleyung	0459 932 616	
Kondinin CRC	3/5 Gordon St, Kondinin	9889 1117	
Kulin CRC	6 Johnston St, Kulin	9880 1021	
Lake Grace CRC	Bishop St Lake Grace	9865 1471	
Pingelly CRC	18 Parade St, Pingelly	9887 1409	
Wagin CRC	46/48 Tudhoe St, Wagin	9861 1644	
Wandering CRC	22 Watts St, Wandering	9884 1561	
West Arthur / Darkan CRC	27 Burrows St, Darkan	9736 2000	Karen Prowse
Wickepin CRC	24 Wogolin Rd, Wickepin	9888 1500	
Williams CRC	5 Brooking St, Williams	9885 1378	Hazel Harris 0448 055 488

Community Groups



Corrigin Men's Group	The Shed, Goyder St, Corrigin	9063 2066 Brian Parsons President	Vic Pres Peter Tulloch 0498 284 897
Cuballing Men's Shed	97 Alton St, Cuballing	9883 6031	
Dumbleyung Men's Shed	Bartram St, Dumbleyung	0427 048 486	
Kondinin Men's Shed	Ron Hardy 277 Nicholl St, Kondinin	9889 6072	
Kulin Men's Shed	77 Johnston St, Kulin	9880 4015	0427 804 615
Lake Grace Mens Shed	26 Bennett St Lake Grace. Wally Perry		0448 795 070
Narrogin Men's Shed	166 Clayton Rd, Narrogin	9881 6652	
Lions Club of Narrogin	??	??	??
Narrogin Apex or Rotary	??	??	
Pingelly Men's Shed	Brown St, Pingelly Jim Watts	9887 1053	
Williams Men's Shed	Cnr Brooking St and Narrogin Rd, Williams	0429 960 953	Bob Baker
Lions Club of West Arthur	Rosalie Bunce - Secretary	0429 361 527	
Community BBQ trailer available for use *	*Darkan Apex disbanded – contact Tom Lloyd	9736 1281 9736 1271- fax	

Residential Care Facilities

SHIRE OF BROOKTON			
Kalkarni – Residential Aged Care - BaptistCare	456 Whittington St, Brookton June Harwood	9642 0199	0420 962 651
SHIRE OF CORRIGIN			
Corrigin Multipurpose Service	49 Kirkwood St, Corrigin	9063 0333	
Wogerlin House	7 Lynch St, Corrigin	9063 2502	
SHIRE OF DUMBLEYUNG			
Dumbleyung Memorial Hospital	McIntyre St, Dumbleyung	9863 5222	
SHIRE OF KONDININ			
Kondinin Hospital and Aged Care	130 Graham St, Kondinin	9894 1222	
SHIRE OF NARROGIN			
Jessie House	30 Clayton Rd, Narrogin	9890 0700	Shire run has some respite facilities
Karinya Aged Hostel	50 Felspar St, Narrogin	9881 1677	
Residency by Dillons	52 Williams Rd, Narrogin	9881 2244	
SHIRE OF WAGIN			
Waratah Lodge - Wagin Frail Aged	6 Arnott St, Wagin	9861 1755	Anne 0429 316 096

Special Needs Interest Groups

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Translation, Interpretive and Hearing (AUSLAN) Services

Translating and Interpreting Service (TIS National) 24/7 Some groups may be eligible for TIS' free interpreting services – ring TIS on 131 450 for more information. Costs are a guide only as they may change – <ul style="list-style-type: none"> • Immediate phone interpreting including ATIS phone interpreting: 131 450 - 15mins @ \$34.22 - 4.1.18 • Pre booked Service – 1300 655 081 - 30mins @ \$82.89 – 4.1.18 Text Emergency Calls TTY – Dial 106	
Audio Clinic National Hearing Aids Collie, Narrogin, Katanning – 9358 4599 Phone: 9358 4599 or 1800 057 220	Waves Hearing Solutions Narrogin Hospital, 43-57 Williams Rd, Narrogin Phone: 6161 3937

Medical Supplies and Equipment including **Wheelchairs**

Collie Chemart Pharmacy, Collie Central Shopping Centre, Forrest Street, Collie Phone: 9734 3700 4 wheelchairs available for hire	Collie Hospital – General and Permanent Care Unit for the Aged Deakin Street, Collie Phone: 9735 1333 Have wheelchairs available for their patients
Brookton – Kalkarni Aged Care Facility 456 Whittington St, Brookton 08 9642 0199 0420 962 651 June Harwood - Centre Manger	Corrigin
Kondinin	Kulin
Lake Grace	Narrogin – Check Dillon's and chemists
Pingelly	Kim Nuttal, Coordinator Home & Community Care (HACC) PO Box 200, Wagin, Phone: 9861 874 1 wheelchair available
Wandering	West Arthur
Wickepin	Williams – Check Williams medical centre
	Kim Nuttal, Coordinator Home & Community Care (HACC) PO Box 200, Wagin, Phone: 9861 874 1 wheelchair available

Taxi Services – HMAs/Controlling Agency are responsible for transporting evacuees to and from Welfare Centres

Collie Bus Service	9734 5341 / 9734 5596
Graeme Pillatti	0419 770 700
Nicholls Bus and Coach Service Narrogin	9881 1736
Trans WA Coach Service	Admin – 9326 2600 1300 662 205
Mario's Taxi Service	9734 1428
8 Evans St, Collie	marios@wn.com.au

Appendix 10 – Key Contact Lists

Organisation	Name	Work contact	After hours contact
Department of Communities - Narrogin	Angela Channon - Local Welfare Coordinator	6277 3838	For All Emergency After Hours Contact Please call 0418 943 835 ?
District Director	Julie McKenzie	6277 4141	
District Emergency Services Officer	Jo Spadaccini	0429102614	
Aboriginal Practice Leader	Julie Burgoyne	6277 4141	
	Kurt Garlett	?	



Communities Emergency Services	Matt McNally Director	0466 810 446	
Communities ES On Call Phone – all hours	Emergency Services	0418 943 835	
Department of Communities Manager	Crisis Care Media Relations/Corporate Communications	9223 1111/ 1800 199 008 0418 918 299	0418 918 299
Local Government/s	Refer Appendix 3		
Local Police Force	Refer Appendix 3		Emergency Calls 000 / 112 / 106
DFES Community Liaison Unit - CLU	Team Leader CLU@dfes.wa.gov.au	0408 296 320	0408 296 320
DFES Regional Office Upper Great Southern	rocgsnar@dfes.wa.gov.au	6832 3110	1800 865 103 24/7 Duty Ph
SEMC Secreteriate Vacant	– District Advsiior Upper Great Southern		

Lifelines

LIFELINES – PUBLIC INFORMATION	PHONE/FAX
Life threatening emergency	Emergencies 000 / 112 / 106
DFES Public Information Line	13 DFES (13 3337) www.dfes.wa.gov.au/Pages/default.aspx
Emergency WA website for emergency warnings	https://www.emergency.wa.gov.au/
Bureau of Meteorology website	http://www.bom.gov.au/index.php
WA Tropical Cyclone Information	1300 659 210
WA Land Weather and Flood Warnings	1300 659 213
WA Coastal Marine Warnings	1300 659 223
Australian Tsunami Threat Information (1300 TSUNAMI)	1300 878 6264
Main Roads Western Australia (MRWA) - Primary public contact point for road closure information	Phone: 138 138 Fax: 9323 4400 www.mainroads.wa.gov.au
Alinta Gas	13 13 58
ATCO Gas Australia	Faults (public no) – 13 13 52 Head Office 6163 5000
National Broadband Network (NBN)	https://www.nbnco.com.au/ https://www.nbnco.com.au/learn-about-the-nbn/what-happens-in-a-power-blackout/emergencies-and-outages.html
DBP Dampier Bunbury Pipeline	Faults – 1800 019 919 Head Office – 942 3800
Horizon Power	Faults – 13 23 51 Residential – 1800 267 926
Optus	131 344
Public Transport Authority	Emergency (public no) – 9220 9999 Head Office – 136 213
SES – Public assistance Communities making requests to SES go through the DFES Communication Centre (COMCEN) – 9395 9210 or 9395 9209. NB – SES may have limited capacity to assist due to other DFES operational requirements	132 500
Telstra	Faults – 13 20 00 Head Office – 13 22 03
Water Corporation	Public assistance – General – 9420 2420



Inter-agency Emergency Management Coordinator – Alf Fordham
 - 9420 3964 / 0472 869 491
Alf.Fordham@watercorporation.com.au
 629 Newcastle St, LEEDERVILLE WA 6007
 PO Box 100, LEEDERVILLE WA 6902
 Out of hours operational issues - 1300 483 514
OC.Statewide.OPS.Mgr@watercorporation.com.au
 Can assist with water and waste water infrastructure, Water Corp assets, access to key personnel, support for ISG, OASG and IMT, other support or info during operational situations

Faults (public no) -13 13 75 if urgent
 Translation and Interpreter Service -

- 13 13 85 - account enquiries
- 13 13 75 - faults, emergencies and security
- 13 13 95 - building services

Hearing or speech impaired –
 13 36 77

Appendix 11 – Sanitary, Waste Disposal, Hire Services:

Name	Type of Supplies	Contact Details	After Hours Contact
Local Government	Waste disposal, sanitary and disposal management		
Water Corporation			
Manager Control Centre Operations (MCCO)	Can assist with water and waste water infrastructure, Water Corp assets, access to key personnel, reps at All Hazard Liaison Group meetings, support for ISG, OASG and IMT, other support or info during operational situations	1300 483 514	1300 483 514
Coates Hire	Hire portable toilets, ablution blocks, generators	13 15 52	
Sita-Medi Collect	All clinical waste, Perth	9356 5737	
SUEZ medical and clinical waste specialist division – Perth	1-7 Felspar Street, Welshpool	13 13 35	
Great Southern Waste Services	9 Graham St Narrogin	9885 9112	
Shire of West Arthur	Rubbish and waste collection	9736 2222	
Putland Motors Hire Equipment	35 Burrowes Street, Darkan Air compressors, car trailers	9736 1196	0428 361 196
Narrogin Hire Services	132 Federal Street, Narrogin	9881 2266	
Great Southern Waste Disposals	Lot 40 Wickepin Road, Narrogin Waste disposal service	9881 1882	
BPS (WA) Pty Ltd Bunbury	Liquid waste management contractors	9791 4344	24/7 Emergency # 9791 4344
Bin It Collie	20 Denton Road, Collie	0408 928 279	
Coates Hire	Lot 2071 Harris River Rd, Collie	9734 0000	0429 900 961
Collie Bin Hire & Recycling/A1 Bin Hire	1 Doyle Street Collie	0427 102 054	
Tru Blu Hire	Lot 2068 Marshall St, Collie	9734 7688	
Narrogin Skip Bin Service	169 Daghish St, Narrogin	0417 977 895	
Narrogin Plant Hire	Lot 1 Graham Rd, Narrogin	0417 170 935	

CLEANING SERVICES

Name	Contact Details	After Hours Contact
DMC Cleaning (Services LGs in the Narrogin Area)	0432 560 963	
Bibysy's Home Help	9736 1434	0427 103 959
Colleen's Carpet Cleaning	9736 1318	
Garretts Carpet Cleaning, Narrogin	0438 812 888	
Total Quality Clean, Narrogin	0429 812 369	
Sweep Rite - Collie	0417 177 338	



Vinsu Cleaning - Collie	9734 1647	0409 116 292
Narrogin Linen Service	9881 1909	
Blackwood Warren Waste – Kojonup (West Arthur Shire)	9725 7103	

Appendix 12 – Security Companies:

If security assistance is needed at a welfare centre and the WA Police Force were not available a security company/guard and patrol services could be contacted.

Name	Address	Contact Details Day & After Hours
United Security Enforcement Corp – Narrogin Security Services	75 Kiplin St, Narrogin Head Office – admin@usecurity.com.au	0400 710 772
Eclipse Security Services	10 Moira Rd Collie	9734 7770
Security Man	Collie	0427 965 180
Eclipse Security Services	10 Moira Rd Collie	9734 7770
Security Man	Collie	0427 965 180
Ranger Services – West Arthur	Shire of Collie Ranger Services	

Appendix 13 – Activation Kits:

Narrogin Communities Office	
Store Room in Hallway Back Shelves	
7 Tubs:	
Tub 1	Admin, paperwork and stationery
Tub 2	Admin, paperwork and stationery. Local Welfare Coordinator folder
Tub 3	Personal requisites – Small first aid kit, kitchen supplies, toiletries
Tub 4	Personal requisites – Bathroom, soap, towels, toothpaste
Tub 5	Personal requisites – Toiletries, power boards
Tub 6	Baby items
Tub 7	Cords, chargers and radios
No bedding at this stage.	
Additional Items	Bull Horn
	Urn
	Vests
	Laptop Bag
	Red Cross Tub
	Green Metal Evacuation Centre Sign
	Catering Utensils Box
Trolley	
Full list available on Sharepoint http://dcpworkspace.ad.dcd.wa.gov.au/Workspaces/cbs/esu/Lists/Kit%20and%20trailer%20location/AllItems.aspx	

Appendix 14 – Distribution List:

This plan has been distributed electronically to:

Department of Communities

- Narrogin Office Team Leader
- Narrogin Office Evacuation Kit
- Emergency Services SharePoint site
- *Jo Spadaccini* District Emergency Services Officer plus a hard copy stored in DESO vehicle

Local Emergency Management Committee



- Local Government/s (as listed on the front cover) Local Emergency Management Committee (Edited version for any copies the public have access to – Appendices not included as contain personal names and phone numbers. This is for people’s confidentiality and particularly Department of Communities staff)



Appendix 15 – Welfare Centre Safety Inspection

Facility Name & Address

Name:		Address:	
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In the event that this facility is required for use as welfare centre, this checklist (often completed in conjunction with the facility condition report) must be completed jointly between Department of Communities (DC or Communities) and the facility site representative directly prior to Communities taking control of the facility and again prior to handing the facility back. Identified hazards should be reported, removed/barricaded or handled/resolved as soon possible.

Areas to check at a minimum	
1. Facility access	<input type="checkbox"/>
<ul style="list-style-type: none">• How many entrances/exits to the centre are there?• Are any entrances/exits a hazard for children/people with special needs?• Do any entrances/exits need to be blocked off or better sign posted? Are any of them fire exits?• Is the car park able to be accessed? Is suitable access for people with disabilities available e.g. ramps/rails etc.• Stage/side halls – are these safe for children?	
2. Slips, trips and fall from height hazards	<input type="checkbox"/>
<ul style="list-style-type: none">• Floors, stairs and ramps - are these free from obstructions that may cause a person to trip or fall – do any need to be barricaded?• Drains, plumbing and wet areas – are these leaking causing a slip hazard – check under sinks, dishwasher.• Are floor surfaces free from uneven surfaces/potholes/other hazards?• Are stair/steps barricaded from children?• Are heavy/frequently used items stored away from top shelves and/or steps/safety ladders available if needing to reach heights (to be secured away at all other times)?	
3. Drowning hazards - Is there a drowning hazard e.g. swimming pool/spa etc? If so have these been barricaded?	<input type="checkbox"/>
4. Electrical hazards	<input type="checkbox"/>
<ul style="list-style-type: none">• Is the switchboard free of any obstructions and switchboard components are clearly marked?• Are plugs, sockets, extension leads, power boards and/or electrical installations in good condition and protected (e.g. covered from damage and not overloaded)?• Are flexible cords and extension cords being used in a safe manner (e.g. not lying across walkways and no use of multiple extension cords)• Heaters – are these a hazard that needs to be barricaded?• Kitchen – is this barricaded from children?• Urns/Kettles – have these been barricaded from children?• Other electrical equipment / hazards?	
5. Hazardous substances	<input type="checkbox"/>
<ul style="list-style-type: none">• Are all potentially dangerous hazardous substances e.g. and chemicals including cleaning products etc locked away?	
6. Other	<input type="checkbox"/>
<ul style="list-style-type: none">• Please include an outline of other areas checked for hazards/risks.	

Please include details of all identified hazards / risks on the following page.



Identified hazard / risk	Resolved/ Barricaded?
1.	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	Yes <input type="checkbox"/> No <input type="checkbox"/>
8.	Yes <input type="checkbox"/> No <input type="checkbox"/>
9.	Yes <input type="checkbox"/> No <input type="checkbox"/>
10.	Yes <input type="checkbox"/> No <input type="checkbox"/>

** Please use a separate sheet if more hazards are required to be reported.

Safety Inspection completed by: _____

Date: _____

NAME	POSITION / ORGANISATION	PHONE	SIGNATURE
	Local Government		
	Department of Communities		



Appendix 16 – Welfare Centre Condition Report

Facility Name & Address

Name:		Address:	
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In the event that this facility is required for use as welfare centre, this report (often in conjunction with the facility safety inspection) must be completed jointly between Department of Communities (DC or Communities) and the facility site representative directly prior to Communities taking control of the facility and again prior to handing the facility back.

Identified damage or excessive wear and tear to the facility or equipment must be recorded. It is highly recommended that photos and/or video of the full facility (or at a minimum the parts of the facility that may be used) are taken so that the facility condition is accurately recorded. Photos/video often assists in confirming at a later date existing facility/equipment damage (that may have been missed in a visual inspection).

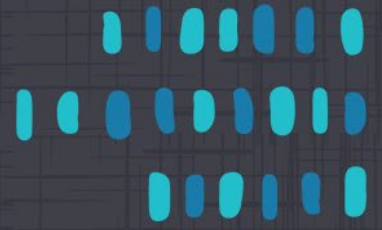
Identified damage or wear and tear	Photo/video taken?	Safety Issue?
1.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
4.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
8.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

** Please use a separate sheet if more damage / wear and tear is required to be reported.

Condition report completed by:

Date: _____

NAME	POSITION / ORGANISATION	PHONE	SIGNATURE	
	Local Government			
	Department of Communities			



Appendix 17 – Welfare Centre Handover Report

Facility Name & Address

Report Date/Time: _____

Name:		Address:	
-------	--	----------	--

Facility Coordinators

Local Government Welfare Coordinator:	
DC Local Welfare Coordinator:	

Facility Handover Info

In the event that this facility is required for use as welfare centre, this handover / hand back report seeks to collate information useful to the party taking over/back 'control' of the facility. It should be completed jointly between Department of Communities and the facility site representative (or for local emergencies the Local Government representative). The information provided streamlines the process of handing over management of the centre, particularly in regards to knowing the current issues, staffing, agencies and evacuees utilising the centre

Areas to consider as a minimum	
1. Has a Safety Inspection and Condition Report been completed? Are there any concerns	<input type="checkbox"/>
<hr/> <hr/> <hr/>	
2. How many Evacuees have been registered? Where are the Registration Forms? Have they been faxed?	<input type="checkbox"/>
<hr/> <hr/> <hr/>	
3. Has hospitality been provided? Have any Meals been organised for the Evacuees? Have any meals or food has already been served?	<input type="checkbox"/>
<hr/> <hr/> <hr/>	
4. Have you assigned any Liaison Officers to work in the centre? How Long? Have you arranged any rosters for on-going support?	<input type="checkbox"/>
<hr/> <hr/> <hr/>	



5. Are other community members/groups going to be utilising the centre whilst it is open as a Welfare Evacuation Centre and will disturb its current purpose? Has the community been made aware of this centre being used as a Welfare Evacuation Centre? Have alternative plans been made for activities?

6. Are there any other concerns or issues that have arisen since the opening of the centre or any that you foresee being an issue whilst the centre is open as a Welfare Evacuation Centre?

7. Other Notes?

** Please use another Form to hand the Facility back from the Department of Communities to the Local Government


Handover report completed/acknowledged by: _____ **Date:** _____

NAME	POSITION / ORGANISATION	PHONE	SIGNATURE
	Local Government		
	Department of Communities		

Untitled Map

Write a description for your map.

Legend

 Feature 1

OCM 23 August 2023

Attachment to Item 14.4.1



7 km

Hatter Hill




Google Earth

Image © 2023 Airbus

Untitled Map

Write a description for your map.

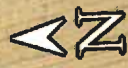
Legend

 Feature 1

Google Earth

Image © 2025 CNES / Airbus

Image © 2025 Airbus



600 m



Untitled Map

Write a description for your map.

Legend

 Feature 1





OCM 23 August 2023

Attachment to Item 14.4.2

03 August 2023

Alan George, Chief Executive Officer
Shire of Lake Grace
Via email: ceo@lakegrace.wa.gov.au

Dear Alan,

**LOT 216 ON DEPOSITED PLAN 73436 NEWDEGATE NORTH ROAD, NEWDEGATE
REQUEST FOR TEMPORARY WORKS EXEMPTION - OPEN STORAGE BULKHEADS**

At the Ordinary Council Meeting of 27 July 2022, the Shire of Lake Grace issued a temporary works approval for the construction and use of two open storage bulkheads at Lot 216 on Deposited Plan 73426 Newdegate North Road, Newdegate. The temporary works approval was time limited to a twelve-month period which expires on 23 November 2023.

As you know, CBH had record back-to-back harvests where its existing storage infrastructure was not enough to keep up with the record crop. This temporary works exemption issued by the Shire assisted CBH and local growers with storing this demand. Current modelling suggests that we will again have another large harvest and noting the large amount of carryover grain that remains at many of our facilities, it is likely that CBH's permanent storage will not be able to accommodate the crop coming in.

As you are also aware from our meeting in April, CBH has purchased a portion of Lot 215 on Deposited Plan 73436 along Newdegate-Ravensthorpe Road east of the Newdegate townsite. We are looking to develop this site into a grain handling and storage facility to resolve existing operational issues with the CBH Newdegate facility and lease of the Newdegate Show Grounds. This development is earmarked for construction FY25.

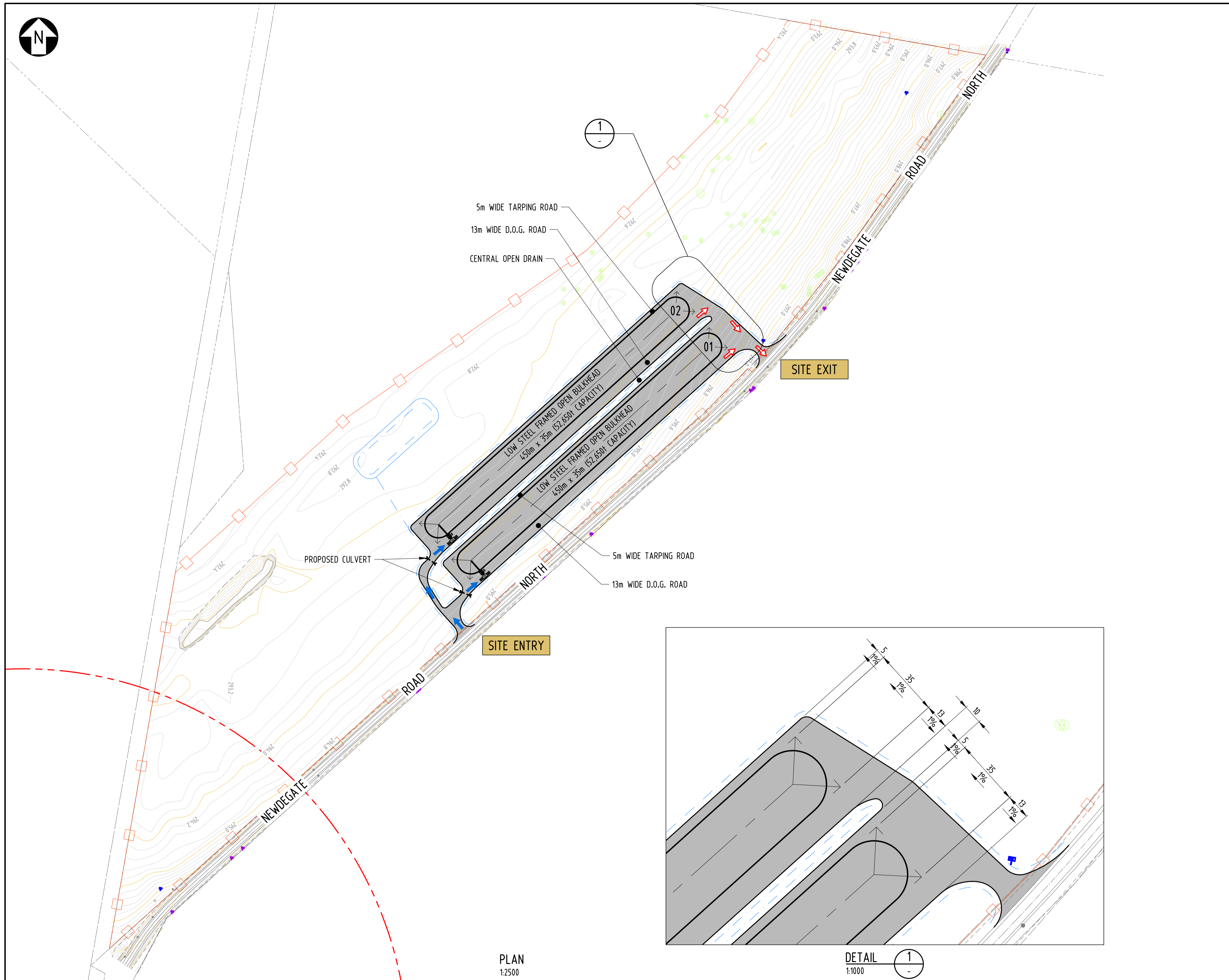
In the interim and to continue to receive and store local growers' grain, CBH intend to again lease Lot 216 on Deposited Plan 73436, Newdegate North Road, Newdegate until such time that the new facility on Newdegate-Ravensthorpe Road has been constructed. Noting the zoning of the land does not support our land use and the land use is a short-term fix as part of a longer-term plan, we are requesting a further temporary works exemption. It is noted that the Shire cannot issue an exemption greater than a 12-month period so should this one be approved we would need to reapply next year to ensure the approval timeframes align with that of the expansion project. Following construction of the expansion project at the new site on Newdegate-Ravensthorpe Road, CBH will remove the "temporary" bulkheads from Newdegate North Road, return the site to its pre-existing condition and no cease leasing the property.

Please do not hesitate to contact me should you require any further information that can assist with your consideration of this enquiry.

Yours Sincerely,

A handwritten signature in blue ink, appearing to read "Timothy Roberts".

Timothy Roberts
Lead – Planning & Approvals



PLAN
1:2500

DETAIL
1:1000

DRAWING LEGEND

- TRAFFIC MOVEMENTS - TRUCKS FULL
- TRAFFIC MOVEMENTS - TRUCKS EMPTY
- LOT BOUNDARIES
- PROPOSED CBH SITE BOUNDARY
- PROPOSED OPEN DRAINAGE
- PROPOSED DRAINAGE BASIN
- EPA INDUSTRIAL/SENSITIVE LAND USE SEPARATION DISTANCE - 500m RADIUS

STORAGE CAPACITIES

PROPOSED STORAGE		
LOW STEEL FRAME OBH (TEMPORARY)	(01)	52,650t
LOW STEEL FRAME OBH (TEMPORARY)	(02)	52,650t
TOTAL PROPOSED STORAGE		105,300t

HATCHING LEGEND

	AREA OF INITIAL WORKS	54,300m ²
--	-----------------------	----------------------

TOTAL SITE STORAGE 105,300t

LAND ACQUISITION 37.6ha

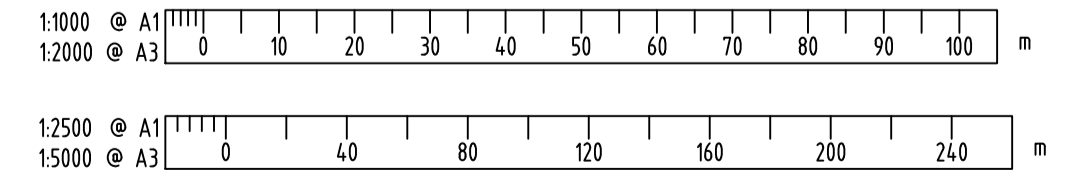
PM/AREA/ZONE MANAGER REVIEW & APPROVAL

SIGNED	DATED
PROJECT MANAGER	_____
OPERATIONS AREA MANAGER	_____
OPERATIONS ZONE MANAGER	_____

PLEASE MARK COMMENTS AND FORWARD TO NEXT PERSON

PM/ZONE MANAGER TO RETURN MARKED UP PDF PRINT BY EMAIL OR INTERNAL MAIL TO HEAD OFFICE c/o DRAFTSPERSON NAMED IN THE TITLE BLOCK

PLEASE NOTE:
STORAGES ARE INDICATIVE ONLY AND NOT NECESSARILY WHAT MAY BE INCORPORATED IN THE FUTURE DEVELOPMENT OF THE SITE



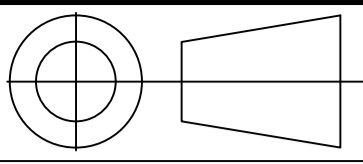
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LEVEL 6
240 ST GEORGE'S TERRACE
PERTH W.A. 6000
PH (08) 9237 9600
FAX (08) 9322 3942

REF DRAWING No.	REFERENCE DRAWING TITLE	REV	DATE	REVISION DESCRIPTION	BY	CHK'D	APP'D
B		02.12.21		RE-ISSUED FOR REVIEW	PF		
A		02.12.21		ISSUED AS CHECK PRINT AND FOR REVIEW	PF		

SCALE	DRAWN	DATE	TITLE
AS SHOWN	P. Forrest	02.12.21	NEWDEGATE PRE-FEASIBILITY STUDY AREA 5 INITIAL SITE DEVELOPMENT CONCEPTUAL LAYOUT - OPTION 3
SHEET A1	CHECKED		
PROJECT	DESIGNED		
CONTRACT No.	DESIGN APPR		
	PROJECT APPR		
ORIG No	SHEET	REV	
605-ENG-CI-DCO-0007	1 OF 1	B	



INSTALLATION NOTES:

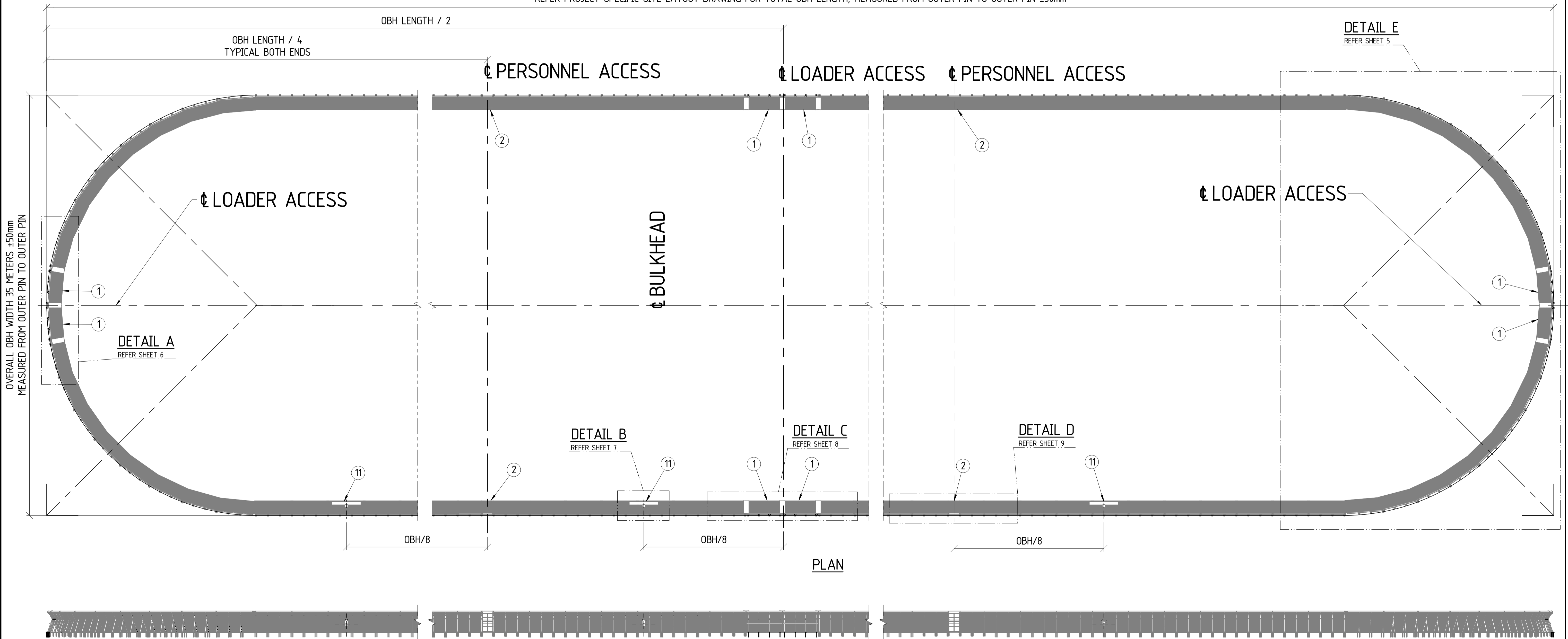
- OBH LENGTH AND WIDTH DIMENSIONS ARE SPECIFIED FROM REAR PIN TO THE OPPOSITE REAR PIN. REFER PROJECT SPECIFIC SITE LAYOUT DRAWING FOR DIMENSIONS.
- TOLERANCE FOR OVERALL OBH WIDTH AND LENGTH ARE +/- 50MM. TOLERANCE FOR FRAME SPACING +/- 10mm.
- NOTE DIFFERENT ANCHORING DETAILS FOR DOOR/GATES AND FRAMES EITHER SIDE OF BULKHEAD OPENINGS. REFER ANCHORING DETAILS ON SHEETS 2 AND 3.
- NOTE ADDITIONAL Z-CAPPING, WOOD AND CLADDING TRIMMING REQUIRED AT GATE JOINS. REFER SHEETS 6 AND 8 FOR DETAILS.
- TYPICAL CLADDING OVERLAP IS 200mm, CENTERED OVER THE CENTERLINE OF THE STRUT, FOR ALL JOINS EXCEPT AT GATE AND DOOR JOINS. REFER SHEETS 6 - 9.
- ALL Z-CAPPING MUST BE ALIGNED AS ACCURATELY AS POSSIBLE. ANY MISALIGNMENT IN Z-CAPPING WILL TEAR THE OBH TARP. REFER NOTES ON SHEETS 6, 8 AND 9 FOR TOLERANCES.
- FOUR PERSONNEL ACCESS DOORS TO BE INSTALLED AS SHOWN. TWO INSTALLED EACH SIDE AT MIDPOINTS BETWEEN END OF OBH AND CENTRE BULKHEAD OPENING.
- THREE FUMIGATION T-PIECES TO BE INSTALLED ON SAME SIDE AS ELECTRICAL CONNECTION. REFER SHEETS 1 AND 7 FOR INSTALLATION DETAILS. REFER CBH DRAWING S119-ENG-ME-DER-0001 FOR VENDOR DRAWING OF T-PIECE.
- DRAWING DEPICTS TYPICAL OBH SIZE OF 35M WIDE BY 300M LONG AND ASSOCIATED STANDARDISED REQUIRED QUANTITIES OF FUMIGATION TEES, PERSONAL ACCESS DOORS AND FRONT END LOADER ACCESS GATES. SITE SPECIFIC OBH REQUIREMENTS SHALL BE CONFIRMED WITH THE NOMINATED CBH REPRESENTATIVE PRIOR TO CONSTRUCTION.
- BULKHEAD CONTENTS ARE INTENDED TO BE FUMIGATED IN A SEALED ENVIRONMENT BY USE OF WALL CANVICON AND OVER STACK TARPS - THE CONTRACTOR SHALL MINIMISE ANY MEANS WHICH COULD DETRIMENTALLY AFFECT THE SEALING CAPABILITY, SUCH AS SHARP EDGES THAT COULD CUT TARP.

PARTS LIST (PER UNIT)

ITEM No	DESCRIPTION	WIDTH	LENGTH	QTY	CBH OR SUPPLIER PART No	PROCESS	SAP Code	MASS Kg	TO DETAIL
1	FRONT END LOADER ACCESS GATE			REFER NOTE	S119-ENG-ST-ASY-0034	FIELD FIT	N/A	184.4	Yes
2	PERSONNEL ACCESS DOOR			REFER NOTE	S119-ENG-ST-ASY-0017	FITTING	N/A	17.1	Yes
3	STRAIGHT PIN STRUT ASSEMBLY			REFER NOTE	S119-ENG-ST-ASY-0004	FITTING	N/A	36.4	Yes
4	SPIRAL PIN STRUT ASSEMBLY			REFER NOTE	S119-ENG-ST-ASY-0005	FITTING	N/A	36.2	Yes
5	CUSTOM ORB ZINC ALUME 0.42mm BMT 550 MPa MIN. (YIELD)	762	3200	REFER NOTE	S119-ENG-ST-PRT-0010	FITTING	DREQ	1.3	No
6	DIA 20 STRAIGHT PIN ANCHOR		420	REFER NOTE	S-014-A0000	FIELD KIT	DREQ	1.1	Yes
7	SPIRAL PIN ANCHOR		300	REFER NOTE	S119-ENG-ST-DER-0052	FITTING	DREQ	0.8	Yes
8	Z CAPPING 1.6PL PGI	300	3000	REFER NOTE	S119-ENG-ST-PRT-0011	FAB SHEET	108015	11.4	Yes
9	TIMBER SAWN KARRI STRUC3 75mmx50mmx3m	75	3000	REFER NOTE	S119-ENG-ST-PRT-0014	FITTING	108594	6.2	No
10	TARP CLAMP 6PL	130	257	REFER NOTE	S119-ENG-ST-PRT-0012	FAB PROFILE	107901	1.6	Yes
11	FUMIGATION TEE PIECE			REFER NOTE	S119-ENG-ME-DER-0001	FITTING	N/A		Yes
12	RUBBER STRIP 450mm WIDE, 8mm THICK	450	2050	REFER NOTE	S119-ENG-ST-PRT-0048	FIELD KIT	DREQ	6.9	No
13	M10 x 120 GALV BOLT GR8.8 (50mm THREAD Min.)			REFER NOTE		FIELD KIT	DREQ	0.1	No
14	M10 GALV. NUT			REFER NOTE		FIELD KIT	DREQ	0.0	No
15	M10 GALV FW			REFER NOTE		FIELD KIT	DREQ	0.0	No
16	METAL TEK SCREW, HEX HEAD, 14g-20x22mm, CLASS 4, WITH SEAL			REFER NOTE		FIELD KIT	DREQ	0.0	No
17	METAL TEK SCREW, HEX HEAD, 14g-20x45mm, CLASS 4, WITH SEAL			REFER NOTE		FIELD KIT	DREQ		No
18	NOVALAST LTM 151			REFER NOTE		FIELD KIT	DREQ		No
19	BOSTIK SEAL AND FLEX 1			REFER NOTE		FIELD KIT	DREQ		No

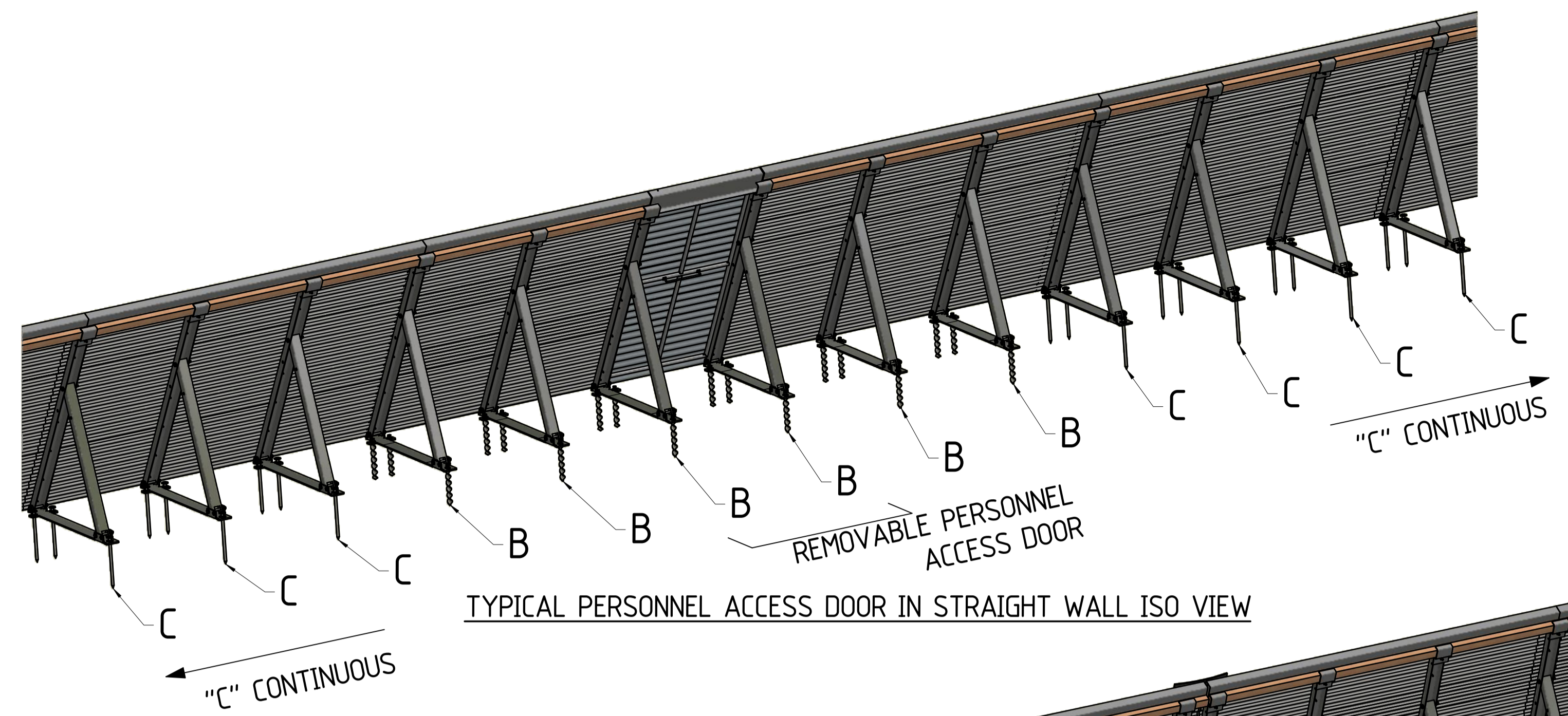
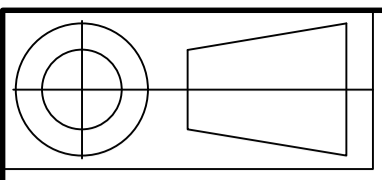
**** QTY NOTE: TO CALCULATE EXACT ORDER QUANTITIES, REFER TO THE 'CBH OBH PROCUREMENT CALCULATOR'-S119-ENG-ST-CAL-0001**

REFER PROJECT SPECIFIC SITE LAYOUT DRAWING FOR TOTAL OBH LENGTH, MEASURED FROM OUTER PIN TO OUTER PIN ±50mm

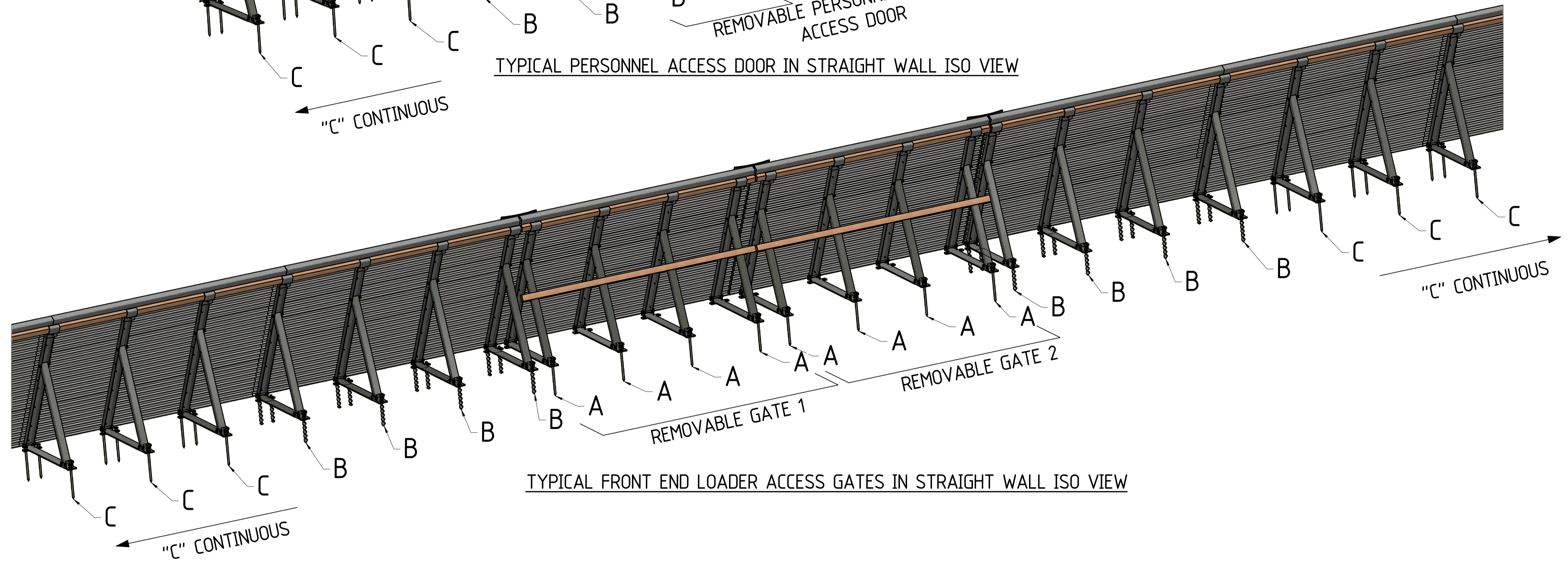


S119-ENG-ST-DGA-0003

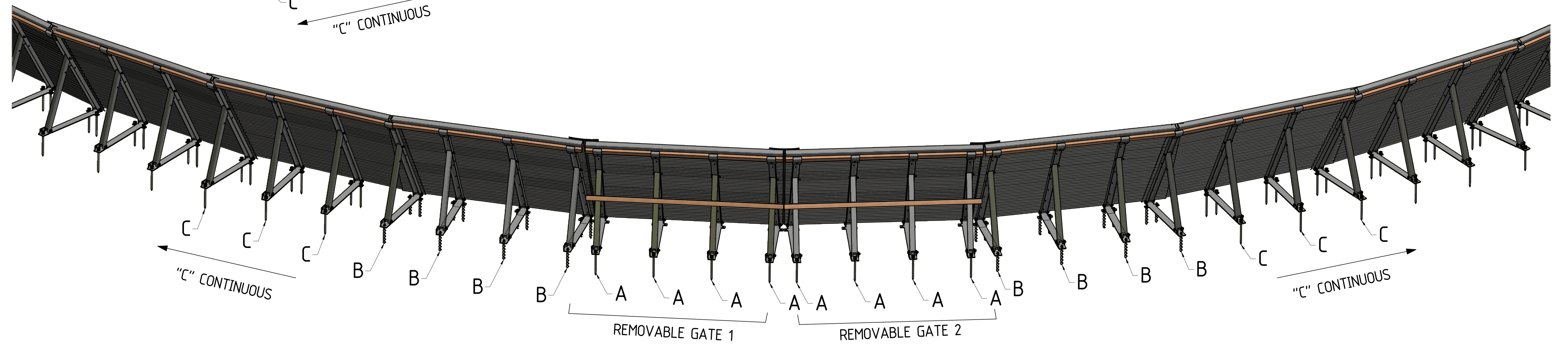
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		DO NOT SCALE FROM THIS DRAWING																	
		REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED	NH	11/06/2020	



TYPICAL PERSONNEL ACCESS DOOR IN STRAIGHT WALL ISO VIEW

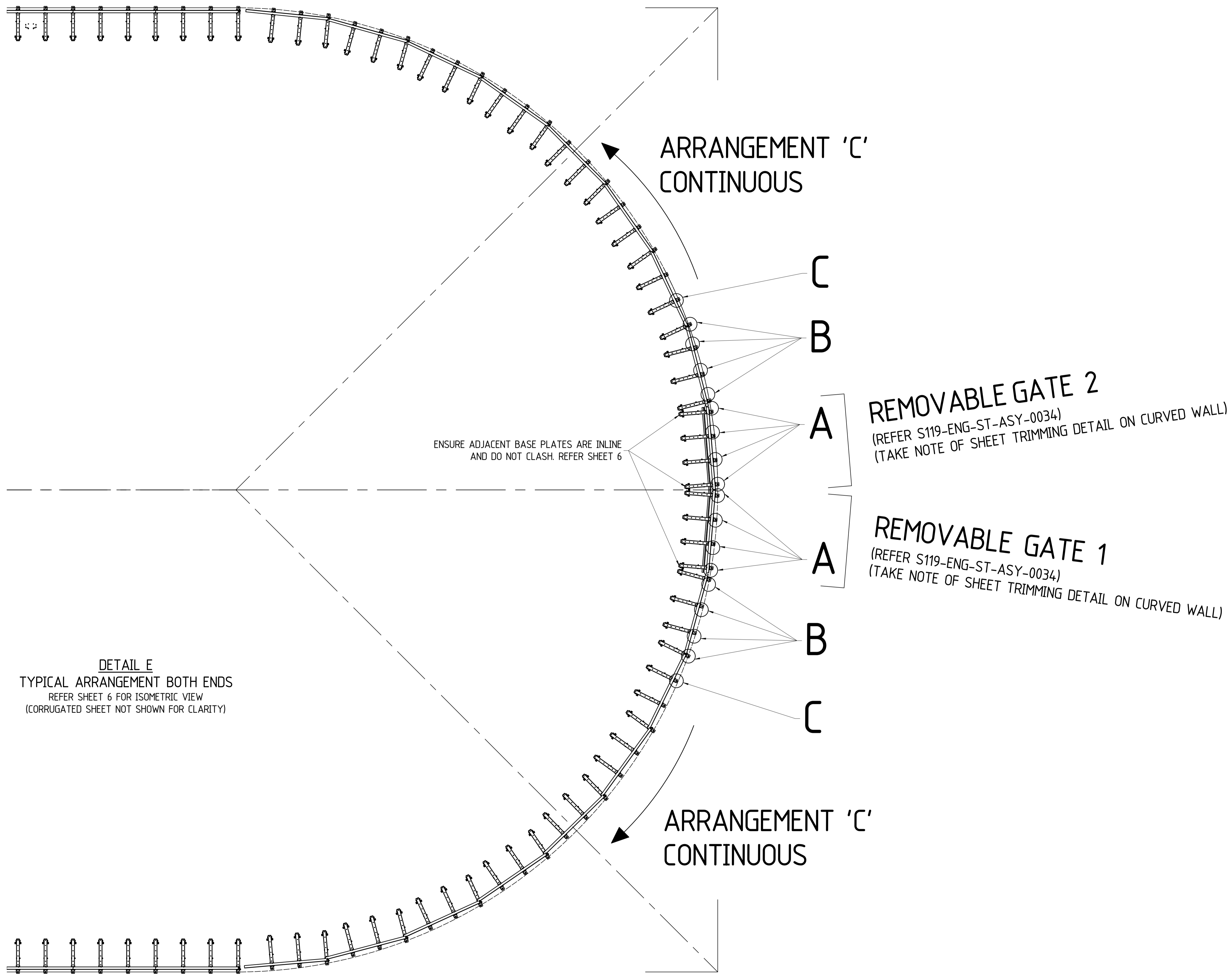


TYPICAL FRONT END LOADER ACCESS GATES IN STRAIGHT WALL ISO VIEW



TYPICAL FRONT END LOADER ACCESS GATES IN CURVED WALL ISO VIEW

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		DO NOT SCALE FROM THIS DRAWING		REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED NH 11/06/2020	DRAWING No S119-ENG-ST-DGA-0003	SHEET 2 OF 9	REV. 0
		0 10/06/2020 COPIED FROM S-119, ISSUED FOR CONSTRUCTION SCR LS NH																			



DETAIL E
TYPICAL ARRANGEMENT BOTH ENDS
REFER SHEET 6 FOR ISOMETRIC VIEW
(CORRUGATED SHEET NOT SHOWN FOR CLARITY)

ENSURE ADJACENT BASE PLATES ARE INLINE
AND DO NOT CLASH. REFER SHEET 6

ARRANGEMENT 'C'
CONTINUOUS

REMOVABLE GATE 2
(REFER S119-ENG-ST-ASY-0034)
(TAKE NOTE OF SHEET TRIMMING DETAIL ON CURVED WALL)

REMOVABLE GATE 1
(REFER S119-ENG-ST-ASY-0034)
(TAKE NOTE OF SHEET TRIMMING DETAIL ON CURVED WALL)

ARRANGEMENT 'C'
CONTINUOUS

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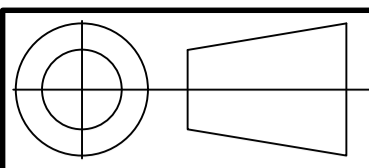
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APPROVED	NH	11/06/2020

DRAWING TITLE	1.8m OPEN BULK HEAD GENERAL ARRANGEMENT TYPICAL CURVED END WALL LAYOUT
SITE	VARIOUS
PROJECT	STANDARD
DRAWING No	S119-ENG-ST-DGA-0003
SHEET	5 OF 9
REV.	0

SIZE
A1

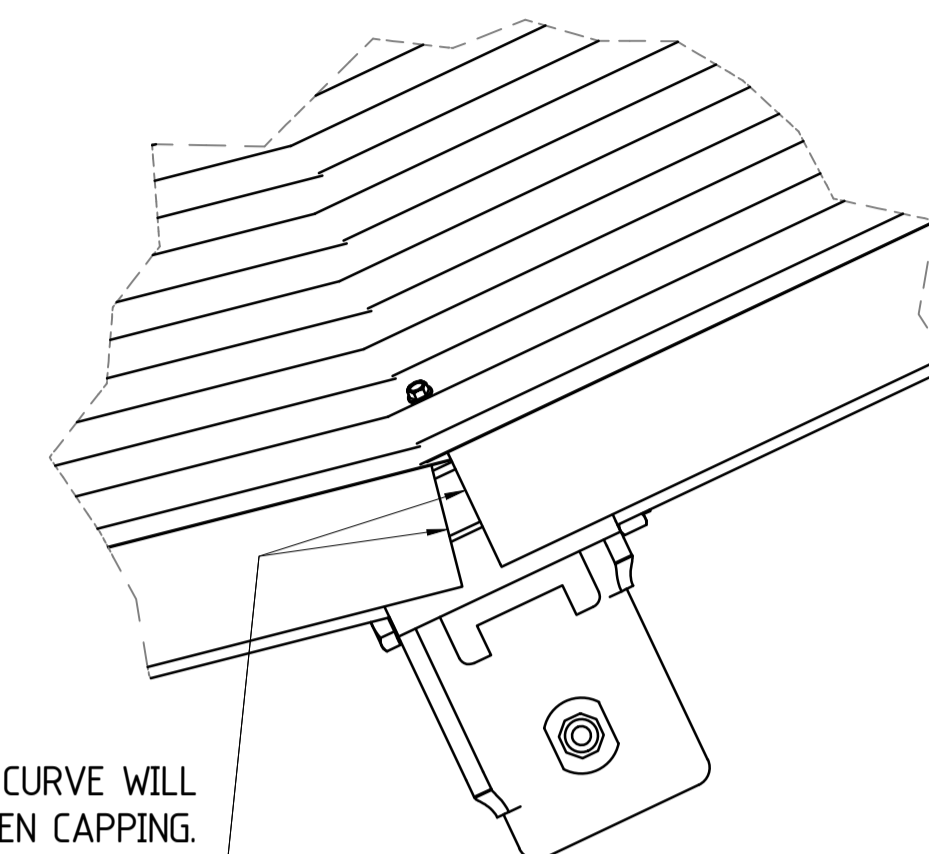
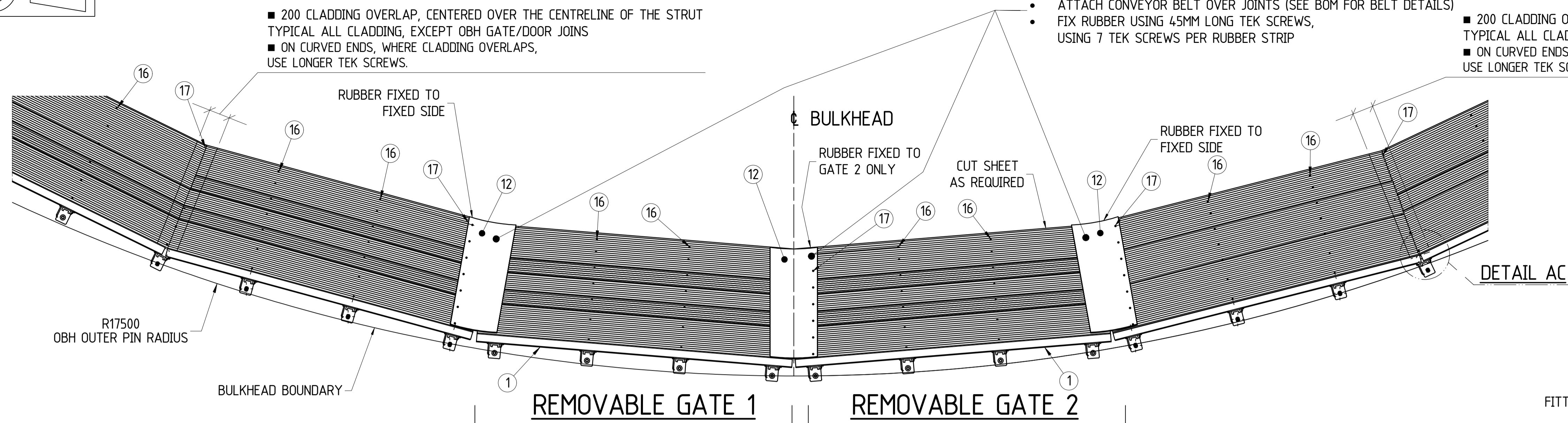
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TYPICAL RUBBER FIXINGS, BOTH ENDS

- ATTACH CONVEYOR BELT OVER JOINTS (SEE BOM FOR BELT DETAILS)
- FIX RUBBER USING 45MM LONG TEK SCREWS, USING 7 TEK SCREWS PER RUBBER STRIP

- 200 CLADDING OVERLAP, CENTERED OVER THE CENTRELINE OF THE STRUT
- TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS
- ON CURVED ENDS, WHERE CLADDING OVERLAPS, USE LONGER TEK SCREWS.



FITTING THE Z-CAPPING TO A CURVE WILL CREATE A GAP BETWEEN CAPPING. MINIMISE GAP AS MUCH AS POSSIBLE TO AVOID THE SHARP EDGES RIPPING THE OBH TARP. VERTICAL AND HORIZONTAL MISALIGNMENT SHOULD BE A MAXIMUM OF 2MM.

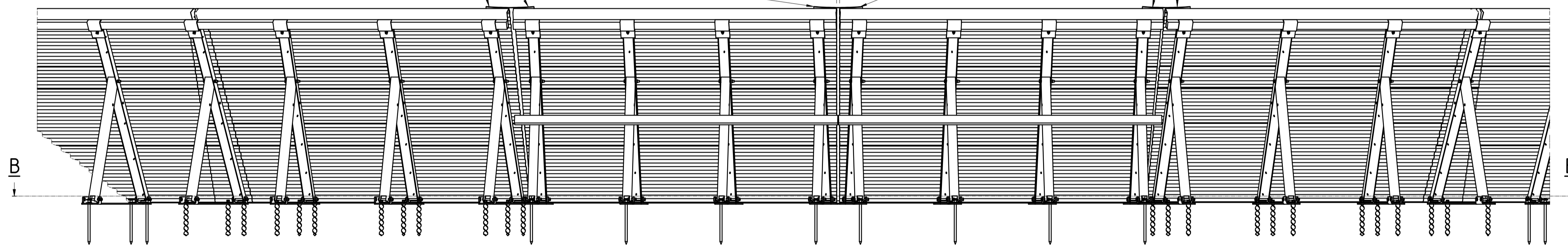
DETAIL AC

CLADDING, Z-CAPPING AND WOOD, ALL TRIMMED TO SUIT ON BOTH SIDES TO CREATE A BUTT JOIN BETWEEN THE FIXED WALL AND THE REMOVABLE GATE. REFER S119-ENG-ST-ASY-0003 FOR CLADDING TRIMMING DETAIL. MAX ALLOWABLE GAP BETWEEN BUTT JOINTS IS 20mm - TYPICAL ALL GATES

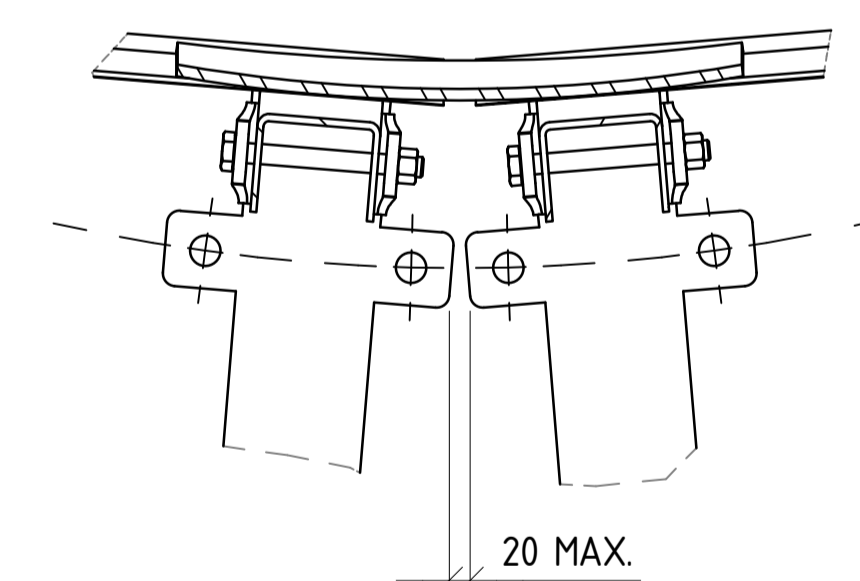
DETAIL A
FRONT END LOADER ACCESS GATES IN CURVED WALL
TYPICAL BOTH ENDS

CLADDING, Z-CAPPING AND WOOD, ALL TRIMMED TO SUIT ON BOTH SIDES TO CREATE A BUTT JOIN BETWEEN THE FIXED WALL AND THE REMOVABLE GATE. REFER S119-ENG-ST-ASY-0003 FOR CLADDING TRIMMING DETAIL. MAX ALLOWABLE GAP BETWEEN BUTT JOINTS IS 20mm - TYPICAL ALL GATES

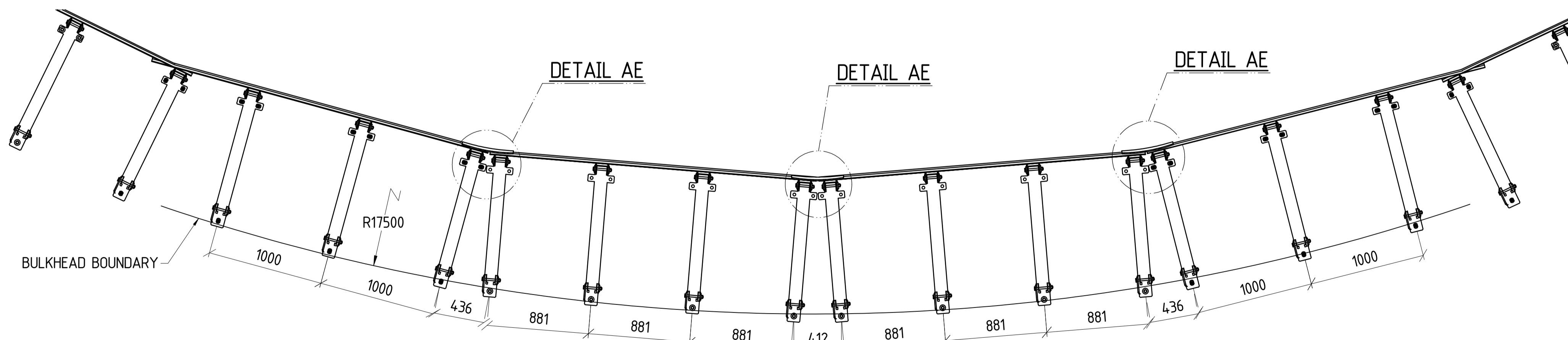
20 MAX. GAP
TYPICAL ALL ACCESS WAYS



ELEVATION



DETAIL AE
TYPICAL STRUT FOOT ALIGNMENT AT GATE JOINS
(PINS NOT SHOWN FOR CLARITY)



SECTION B
FRAMES FOOT PRINT

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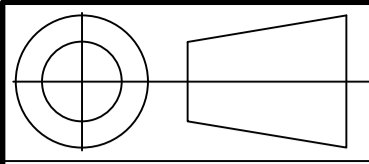
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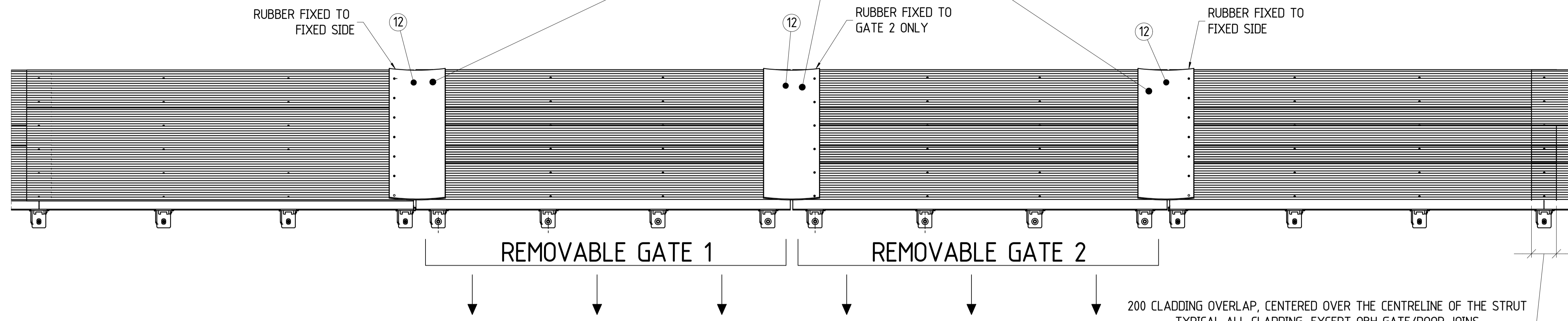
DRAWING TITLE
1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
CURVED OBH OPENING DETAIL

SITE	VARIOUS	SIZE	A1
PROJECT	STANDARD		
DRAWING No	S119-ENG-ST-DGA-0003	SHEET	6 OF 9
REV.			0



TYPICAL RUBBER FIXINGS, BOTH ENDS

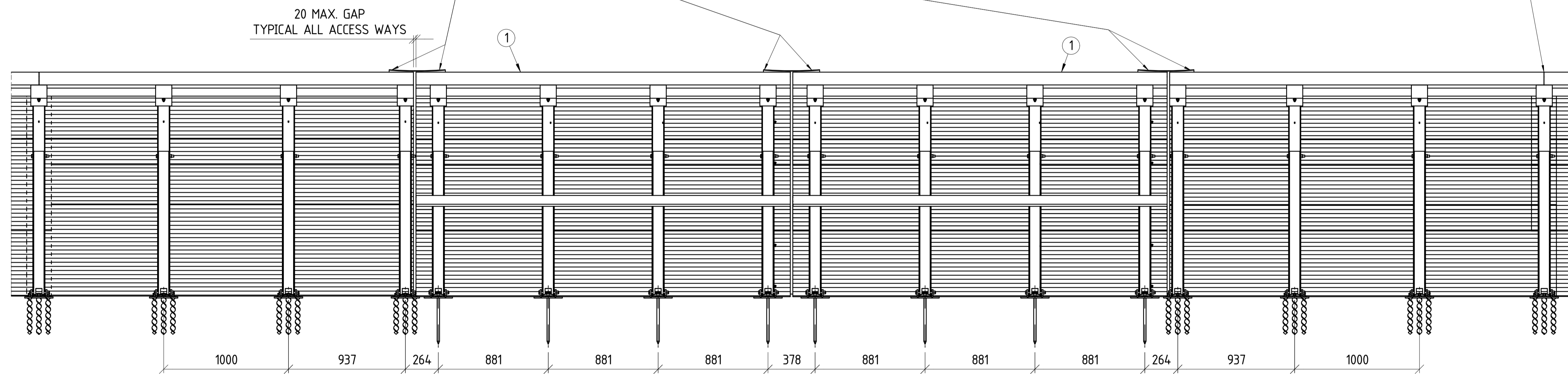
- ATTACH CONVEYOR BELT OVER JOINTS (SEE BOM FOR BELT DETAILS)
- FIX RUBBER USING 45MM LONG TEK SCREWS, USING 7 TEK SCREWS PER RUBBER STRIP



**DETAIL C
FRONT END LOADER ACCESS GATES IN STRAIGHT WALL
TYPICAL BOTH SIDES**

CLADDING, Z-CAPPING AND WOOD, ALL TRIMMED TO SUIT ON BOTH SIDES TO CREATE A BUTT JOIN BETWEEN THE FIXED WALL AND THE REMOVABLE GATE. REFER S119-END-ST-ASY-0003 FOR CLADDING TRIMMING DETAIL. MAX ALLOWABLE GAP BETWEEN BUTT JOINTS IS 20MM - TYPICAL ALL GATES

Z-CAPPING MUST BE NEATLY BUTT JOINED AND ALIGNED IN ALL DIRECTIONS TO ENSURE THAT THERE ARE NO SHARP EDGES WHICH COULD PUNCTURE THE OBH TARP. MAX MISALIGNMENT OF 2MM IN ALL DIRECTIONS. TYPICAL ALL JOINTS EXCEPT AT OBH DOOR/GATE JOINTS.



ELEVATION

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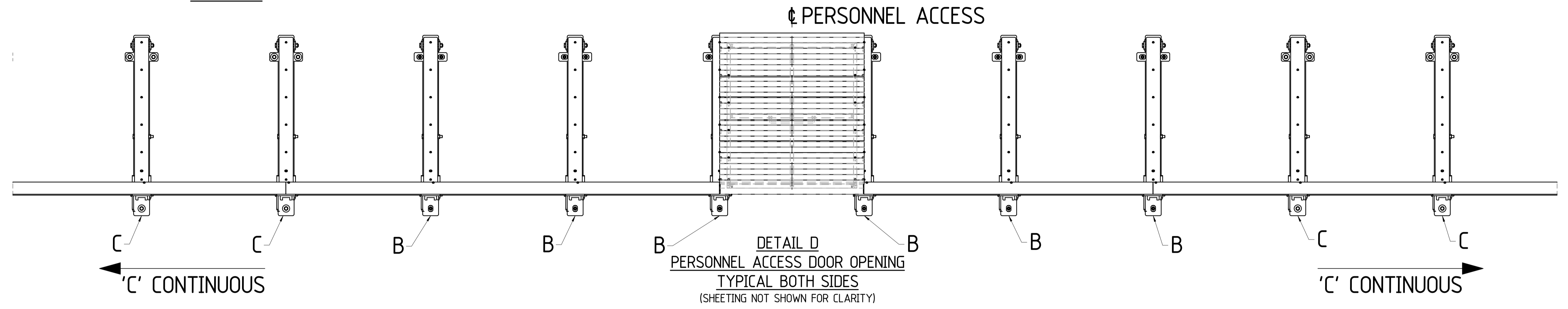
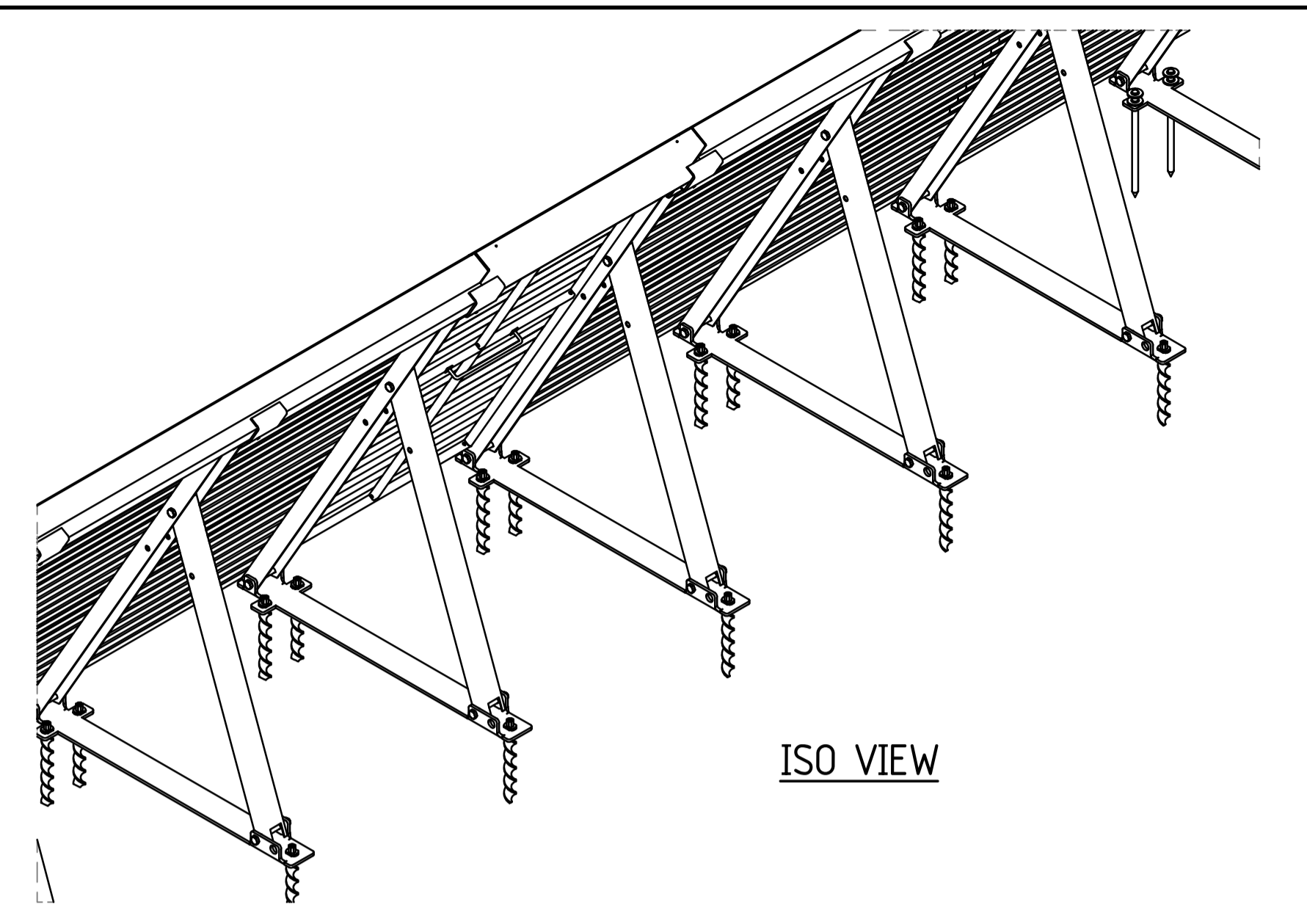
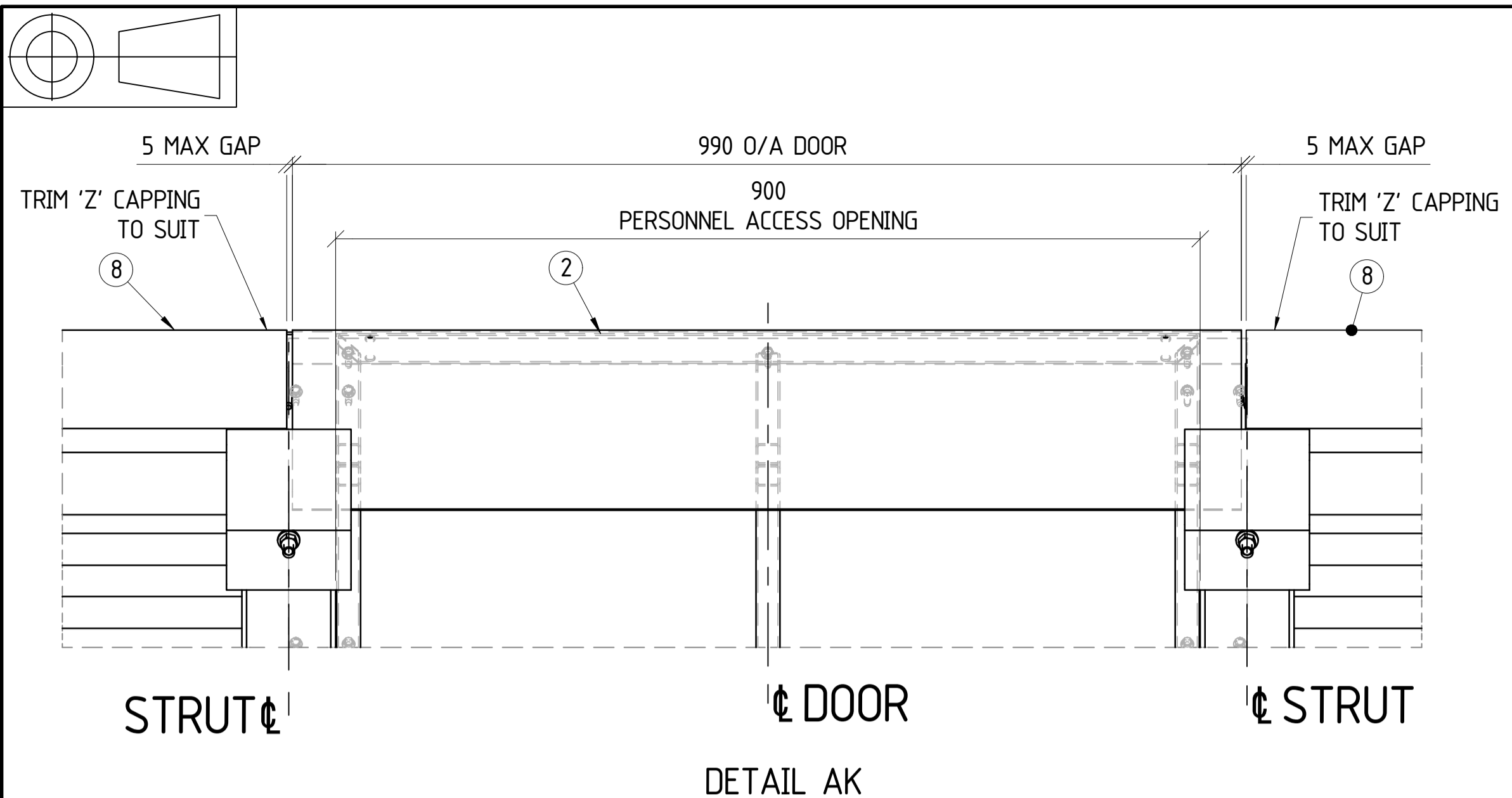
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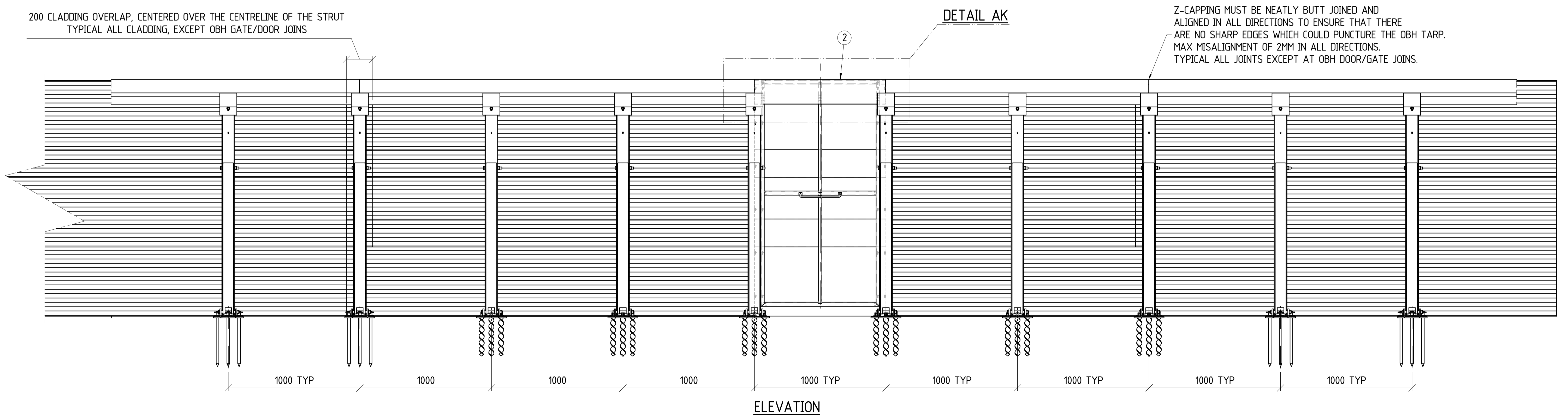
DRAWING TITLE
**1.8m OPEN BULK HEAD
GENERAL ARRANGEMENT
STRAIGHT OBH OPENING DETAIL**

SITE	VARIOUS	SIZE	A1
PROJECT	STANDARD		
DRAWING No	S119-ENG-ST-DGA-0003	SHEET	8 OF 9
REV.			0

DO NOT SCALE FROM THIS DRAWING



200 CLADDING OVERLAP, CENTERED OVER THE CENTRELINE OF THE STRUT
TYPICAL ALL CLADDING, EXCEPT OBH GATE/DOOR JOINS



Z-CAPPING MUST BE NEATLY BUTT JOINED AND ALIGNED IN ALL DIRECTIONS TO ENSURE THAT THERE ARE NO SHARP EDGES WHICH COULD PUNCTURE THE OBH TARP. MAX MISALIGNMENT OF 2MM IN ALL DIRECTIONS. TYPICAL ALL JOINTS EXCEPT AT OBH DOOR/GATE JOINS.

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		DO NOT SCALE FROM THIS DRAWING										ENGINEER BC 11/06/2020		PROJECT STANDARD		DRAWING No S119-ENG-ST-DGA-0003		SHEET 9 OF 9	REV. 0
		REF DRG No.	REFERENCE DRAWING TITLE	REV	DATE	REVISIONS	BY	CHK	APP	REV	DATE	REVISIONS	BY	CHK	APP	APPROVED NH 11/06/2020	0 10/06/2020 COPIED FROM S-119, ISSUED FOR CONSTRUCTION		SCR LS NH

Shire of Lake Grace



PO Box 50 Lake Grace WA 6353 • Phone 9890 2500 • Fax 9890 2599 • Email: shire@lakegrace.wa.gov.au

Please address all correspondence to the Chief Executive Officer

Your Ref:

Our Ref: 0365 / OL13334

Enquiries: Alan George

Mr. Timothy Roberts
Specialist – Regulatory Approvals Adviser
Government & Industry Relations
CBH Group
Level 6/240 St Georges Terrace
PERTH WA 6000

Via Email: timothy.roberts@cbh.com.au

Dear Tim

LOT 216 ON DEPOSITED PLAN 73436 NEWDEGATE NORTH ROAD, NEWDEGATE TEMPORARY ADDITIONS TO AN EXISTING GRAIN HANDLING & STORAGE FACILITY

At the Ordinary Council Meeting of 27 July 2022, Council resolved under Resolution No. 13604 the following:

RESOLUTION 13605

Moved: Cr Lloyd
Seconded: Cr McKenzie

That Council support and approve Co-Operative Bulk Handling Limited's request to waive the requirement for an immediate development approval for the temporary construction and use of emergency grain storage infrastructure on portion of Lot 216 ON Deposited Plan 73436 Newdegate Road, Newdegate for a twelve (12) month period from the date of Council's decision subject to the following conditions:

1. CBH is to provide written notification to the local government of the date of the commencement of the temporary works and use;
2. There is to be no encroachments proposed on any portion of Lot 216 containing the floodplain area associated with Lake Stubbs which is classified 'Conservation' reserve in the Shire of Lake Grace Local Planning Scheme No. 4 (LPS4)
3. All stormwater drainage from the proposed new infrastructure must be contained and disposed of on-site;
4. All infrastructure the subject of this temporary approval shall cease to be used at the end of the temporary approval term, shall be removed from the land in its entirety within 28 days of expiry of the approval term including reinstatement of the land to its pre-development condition insofar as possible; and

5. Should CBH decide that they would like to retain the temporary infrastructure on a permanent basis, a development application shall be prepared and submitted to the Shire, including a traffic impact assessment and stormwater drainage management plan, requesting Council's formal development approval with the infrastructure unable to be used beyond the temporary approval term until and unless Council approves the development application.

CARRIED: 7/0

We trust that you will find the above in order but if you have any queries regarding the matter, please do not hesitate to contact me on 9890-2500 or ceo@lakegrace.wa.gov.au

Yours sincerely,



Alan George
CHIEF EXECUTIVE OFFICER

28 July 2022

OCM 23 August 2023

Attachment to Item 14.4.3

15 August 2023

Our Ref: 560335\NS:BB

Via email: ceo@lakegrace.wa.gov.au

Mr Alan George
Chief Executive Officer
Shire of Lake Grace
PO Box 50
LAKE GRACE WA 6353

Dear Mr George

I am pleased to invite the Shire of Lake Grace to become a RoadWise Council. This new initiative has been developed to encourage, motivate and support Local Governments to incorporate best practice road safety principles and policy across their business services to reduce the number of people killed and seriously injured on local roads.

By becoming a RoadWise Council you will:

- Demonstrate a commitment to improve road safety outcomes within your community using the resources available to you.
- Have access to the RoadWise Council logo for use on Shire of Lake Grace promotional communications or infrastructure.
- Gain priority access to WALGA's road safety services and products.
- Be eligible for formal recognition for road safety management and actions, including support in benchmarking and monitoring progress of road safety outcomes through the RoadWise Recognised initiative.

To register as a RoadWise Council please complete the following steps:

1. Obtain a Council resolution in support of becoming a RoadWise Council OR provide a declaration signed by the Chief Executive Officer and the Mayor/Shire President.
2. Nominate at least two personnel (Officers and/or Elected Members) to be the primary point of contact for road safety matters.

We welcome your registration by submitting the attached form, together with supporting documentation, to roadwise@walga.asn.au.

If you require further information or assistance, including sample resolution or declaration wording, please contact your assigned Road Safety Advisor, Rodney Thornton, phone 0409 689 313, or email rthornton@walga.asn.au.

Yours sincerely



Nick Sloan
Chief Executive Officer

Enclosure

OCM 23 August 2023

Attachment to Item 14.4.3
ROADWISE COUNCILS

Registration Form

<Local Government name>

Date:

Supporting documents: (please supply at least one)

- Resolution of Council: attach copy of minutes.
- Declaration of Commitment to Road Safety signed by the CEO and Mayor/President
- Other documented evidence of whole of Council agreement to commit to road safety.

Nominated contacts (minimum of two)

Local Government Officers

Name	Position	Preferred contact: phone/email

Elected Members

Name	Position	Preferred contact: phone/email

Please return all documents to: roadwise@walga.asn.au



RoadWise®



WALGA

RoadWise is funded by the State Government and supported by Local Governments
www.roadwise.asn.au

OCM 23 August 2023

Attachment to Item 14.5.1

MUNICIPAL FUND

Chq/EFT	Date	Description	Amount	Amount
EFT25222	14/07/2023	AFGRI Equipment Australia		-\$46.00
	02/06/2023	STIHL 1/4in Chain	\$46.00	
EFT25223	14/07/2023	Activ8me		-\$34.95
	01/07/2023	Newdegate Medical Centre - Satellite Internet July 2023	\$34.95	
EFT25224	14/07/2023	Air Response Pty Ltd		-\$528.75
	14/06/2023	Repairs to Coolroom - Newdegate Rec Centre	\$528.75	
EFT25225	14/07/2023	Anna Scheepers		-\$200.00
	01/07/2023	Contract - Cleaning of Varley Hall 19/06,23/06,26/06 & 30/06/2023	\$200.00	
EFT25226	14/07/2023	Australia Post		-\$261.53
	03/07/2023	Postage & Freight - June 2023	\$261.53	
EFT25227	14/07/2023	BOC Gases Australia Limited		-\$12.53
	28/06/2023	Container Service: LG Pool - R400C Oxygen Medical C Size	\$12.53	
EFT25228	14/07/2023	CCL Hardware		-\$1,273.83
	30/06/2023	Hardware Supplies - June 2023	\$1,273.83	
EFT25229	14/07/2023	Christopher Paget (Staff Member)		-\$60.00
	30/06/2023	Refund - Fuel - LG004	\$60.00	
EFT25230	14/07/2023	Cloud Collections Pty Ltd		-\$781.00
	03/07/2023	Debt Collection Services - June 2023	\$781.00	
EFT25231	14/07/2023	Cr Anton Joseph Kuchling		-\$633.32
	30/06/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25232	14/07/2023	Cr Benjamin John Hyde		-\$1,051.80
	30/06/2023	Councillor's Meeting Fees, Travel & IT Allowance	\$1,051.80	
EFT25233	14/07/2023	Cr Debrah Susan Clarke		-\$633.32
	30/06/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25234	14/07/2023	Cr Jeffrey Vincent McKenzie		-\$633.32
	30/06/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25235	14/07/2023	Cr Leonard William Armstrong		-\$2,688.75
	30/06/2023	President's Meeting Fees & IT Allowance	\$2,688.75	
EFT25236	14/07/2023	Cr Rosalind Alice Lloyd		-\$799.49
	30/06/2023	Councillor's Meeting Fees, Travel & IT Allowance	\$799.49	
EFT25237	14/07/2023	Cr Ross Chappell		-\$1,043.03
	30/06/2023	Deputy President's Meeting Fees & IT Allowances	\$1,043.03	
EFT25238	14/07/2023	Cr Stephen Gordon Hunt		-\$633.32
	30/06/2023	Councillor's Meeting Fees & IT Allowance	\$633.32	
EFT25239	14/07/2023	Department of Planning, Lands & Heritage		-\$275.00
	01/07/2023	Agreement No. K799794 Agreement Type S13: Lease Over Reserve (same purpose)- District Newdegate Agreement Purpose Hall Site, Medical Centre and Seniors Housing Lot No. 195	\$275.00	
EFT25240	14/07/2023	Emu Essence Distributors Pty Ltd		-\$32.50
	06/07/2023	Consignments - June 2023	\$32.50	
EFT25241	14/07/2023	Exurban Pty Ltd		-\$2,557.85
	03/07/2023	Town Planner Services for June 2023	\$2,557.85	
EFT25242	14/07/2023	Fair Dinkum Builds Busselton Sheds		-\$22,275.00
	13/07/2023	Supply & Install - Colorbond & Galvanized Steel 4.5 x 12 x 2.3m Shed for Newdegate Hockey - 3rd Payment	\$22,275.00	
EFT25243	14/07/2023	Great Southern Fuel Supplies		-\$13,849.68
	27/06/2023	6000L DIESEL for Shire Depot Tank	\$10,338.77	
	30/06/2023	Fuel Card Purchases - June 2023	\$3,069.64	
	30/06/2023	Fuel Card Purchases - Lakes Local Action Group	\$441.27	
EFT25244	14/07/2023	Hyden Community Resource Centre		-\$60.00
	28/06/2023	Full Page Advert - Skeleton Weed Update	\$60.00	
EFT25245	14/07/2023	ID Rent Pty Ltd		-\$940.50
	30/06/2023	Hire of Compaction Bomang - 3 Days	\$940.50	
EFT25246	14/07/2023	IT Vision Pty Ltd		-\$60,057.77
	01/07/2023	Renew Synergysoft & Universal Annual Licence Fees	\$60,057.77	
	01/07/2023 - 30/06/2024			
EFT25247	14/07/2023	Industrial Automation		-\$5,094.65
	10/07/2023	Monthly Sim Card & Support per Standpipe 6 Months July - December 2023	\$5,094.65	
EFT25248	14/07/2023	Integrated ICT		-\$2,373.34

	29/06/2023	Microsoft 365 Licences - June 2023	\$423.17
	30/06/2023	IT Support June 2023	\$1,799.60
	30/06/2023	Cloud Storage - Archive (Tier 4) & Veeam Cloud Connect - June 2023	\$150.57
EFT25249	14/07/2023	JLT Risk Solutions Pty Ltd	-\$6,820.23
	03/07/2023	Insurance - Marine Cargo - M1M032560CAN 30/06/2023 - 30/06/2024	\$796.95
	03/07/2023	Insurance - Salary Continuance 30/06/2023 - 30/06/2024	\$6,023.28
EFT25250	14/07/2023	Kleenheat Gas Pty Ltd	-\$1,583.45
	01/07/2023	210KG & 190KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Newdegate Rec Centre	\$655.60
	01/07/2023	45KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Lake King Rec Ground	\$93.50
	01/07/2023	18KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Newdegate Hall	\$86.35
	01/07/2023	45KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Lake King	\$93.50
	01/07/2023	4 x 45KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Varley Sports Pavilion	\$187.00
	01/07/2023	5KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Lake Grace Daycare Building	\$93.50
	01/07/2023	45KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Lake King Golf Club	\$187.00
	01/07/2023	45KG VAP CYL - Facility Fee / Cylinder Yearly Service Charge - Lake King Hall	\$187.00
EFT25251	14/07/2023	Lake Grace Community Resource Centre	-\$27.50
	30/06/2023	1/2 Page Advert Plant Operator/ General Hand for Lakes Link 22/06/2023	\$27.50
EFT25252	14/07/2023	Lake Grace Leading Appliances	-\$335.00
	27/06/2023	Vast Box for 5 Banksia Place, Lake Grace	\$335.00
EFT25253	14/07/2023	Lake Grace Plaza	-\$51.41
	12/06/2023	Restock Councillor Fridge & Cupboard	\$51.41
EFT25254	14/07/2023	Lillys Garden	-\$124.50
	04/07/2023	Consignments - June 2023	\$124.50
EFT25255	14/07/2023	Local Government Professionals Australia WA Division	-\$550.00
	03/07/2023	2023-2024 Bronze Local Government Subscription	\$550.00
EFT25256	14/07/2023	Mark Digital Print Solutions	-\$2,948.00
	19/06/2023	Reprint Story Trail Postcards & Bookmark	\$423.50
	19/06/2023	Reprint Story Trail Booklet	\$1,875.50
	23/06/2023	Reprint 2000 x Discover Wildflowers A4 Flyer	\$649.00
EFT25257	14/07/2023	Marketforce Productions	-\$1,443.27
	26/06/2023	Advertising Plant Operator/ General Hand Albany Advertiser 13/06/2023	\$235.26
	26/06/2023	Proposed Sale of Land - Local Government Notices - West Australian 10/06/23	\$440.76
	26/06/2023	West Australian 14/06/2023 Notice of Proposed Road Closure - Walker Road Lake Grace	\$438.66
	26/06/2023	Advertising Plant Operator/ General Hand West Australian 10/06/23	\$328.59
EFT25258	14/07/2023	Narrogin Glass	-\$922.07
	18/06/2023	Re-glaze Window at Lake Grace Sports Pavilion	\$922.07
EFT25259	14/07/2023	Neu-Tech Auto Electrics	-\$405.27
	15/06/2023	Work Carried Out on 2021 Mack Truck Prime Mover - LG970	\$405.27
EFT25260	14/07/2023	Newdegate Stock & Trading	-\$283.01
	10/05/2023	Unleaded - Mosquito Fogger & Diesel - NGT Oval Mower	\$138.95
	29/06/2023	Diesel for 2020 Ford Ranger Single Cab - 1GYK362	\$104.80
	30/06/2023	Diesel for NGT Oval Mower	\$39.26
EFT25261	14/07/2023	Officeworks	-\$113.89
	08/06/2023	Stationary Items	\$288.89
	29/06/2023	Various stationery items for Shire office	-\$175.00
EFT25262	14/07/2023	OneMusic Australia	-\$364.00
	05/07/2023	Music for Councils Rural 1 July 2023 - 30 June 2024	\$364.00
EFT25263	14/07/2023	Premium Publishers	-\$35.54
	29/06/2023	3 x Hollands Rock Track Books for Lake Grace Visitor Centre	\$35.54

EFT25264	14/07/2023	Rentokil Initial Pty Ltd		-\$11,968.88
	28/06/2023	Sanitary Disposal Service - Shire Public Buildings 01/07/2023 - 30/06/2024	\$11,968.88	
EFT25265	14/07/2023	RingCentral Australia		-\$620.40
	04/07/2023	Monthly Cost of Avaya Cloud Telephony Service - June 2023	\$620.40	
EFT25266	14/07/2023	Roamin Enterprises		-\$22,000.00
	01/07/2023	Culverts - Dykes Road	\$16,500.00	
	05/07/2023	Culverts - Mallee Hill Road	\$5,500.00	
EFT25267	14/07/2023	S & L Trevenen		-\$56,567.54
	01/07/2023	Contract Maintenance Grading Lake King & Varley 01/06/2023 - 30/06/2023	\$31,460.02	
	06/07/2023	Contract - Maintenance Grading Newdegate 01/06/2023 - 30/06/2023	\$25,107.52	
EFT25268	14/07/2023	Shire of Kulin		-\$25.00
	28/06/2023	1/2 Page Advert - Skeleton Weed Update	\$25.00	
EFT25269	14/07/2023	Shire of Lake Grace		-\$6,000.00
	14/06/2023	2022/23 Admin Fee - Lakes Local Action Group	\$6,000.00	
EFT25270	14/07/2023	Skytrust Intelligence Systems		-\$493.90
	04/07/2023	Access to Skytrust - July 2023	\$493.90	
EFT25271	14/07/2023	Synergy Electricity Generation and Retail Corp		-\$19,947.39
	12/07/2023	127078400 Medical Centre Lot 116 Memorial Dr LG	\$1,584.37	
		129110870 Kindergarten Lot 233 Absolon St LG	\$321.84	
		134311810 Railway Station Lot 362 Stubbs St LG	\$667.37	
		138007430 Day Care Centre 2 Griffiths St LG	\$136.59	
		387878630 Staff Housing 6 Banksia Pl, LG	\$86.96	
		355686650 Staff Housing 1 Quondong Crt LG	\$182.52	
		373461490 Staff Housing 3 Clarke Ave LG	\$149.89	
		345177570 Staff Housing 8 Wattle Dr LG	-\$166.67	
		156576110 NGT Oval Lot 149 Waddell St NGT	\$1,256.71	
		250352580 RSL Hall - 24 Stubbs St LG	\$119.28	
		697266750 Lakes Village Hall 2 Bennett St LG	\$256.71	
		732925950 NGT TV Transmitter Lot149 Waddell St NGT	\$164.02	
		995371470 Lake Grace Oval Lot 1 South Rd LG	\$628.35	
		935556670 Information Bay Stubbs St LG	\$126.97	
		129094750 Vrl Rec Grnd/Oval LOC 1166 UA Carstairs Rd	\$109.66	
		201879730 Public Toilets Lot 2699 Maley St NGT	\$243.66	
		912435390 Lake Grace Hall McMahan St LG	\$241.27	
		237378050 Hainsworth Building Lot 60 Collier St NGT	\$109.98	
		797296030 NGT Fire Station Lot 196 May St NGT	\$244.17	
		343939530 LG Oval retic Mason St LG	\$125.15	
		837171710 Ping Sports Pav-n Loc 2266 Pingaring-Vrl Rd	\$110.86	
		595320510 LG Pumping Station Lot 275 Mason St LG	\$384.22	
		450222670 Old Doctor's Surgery 31 Bennett St LG	\$187.01	
		327733870 LG Oval-Basketball Court Lot 75 Bishop St	\$268.26	
		632457350 LG TV Tower Lot 359 Dewar St LG	\$214.70	
		491541070 LG sewerage Stubbs St LG	\$789.36	
		901681390 Public Toilets Lot 59 Seward Ave Vrl	\$344.69	
		946946910 LG Airstrip LOC 19914 Dumbleyung-LG Rd	\$116.55	
		968110430 Town Clock Stubbs St LG	\$130.61	
		893222990 LG Swimming Pool Lot 75 Stubbs St LG	\$731.24	
		791802670 Vrlly Pavilion Loc 1166 Carstairs Rd Vrl	\$120.44	
		365354210 Staff Housing Lot 2016 Blackbutt Way LG	\$429.34	
		608222350 Station Masters House Visitor Cntr-Stubbs St	\$461.01	
		794657310 NGT Oval Lot 149P Waddell St NGT	\$373.34	
		693350310 Lakes Village Grnds Retic U2 Bennett St LG	\$196.23	
		511332320 Shire Office Lot 75 Stubbs St LG	\$1,062.68	
		336652990 Street Lighting LG 67.2%	\$3,014.70	
		336652990 Street Lighting NGT 23.1%	\$1,036.30	
		336652990 Street Lighting LK 5.9%	\$264.68	
		336652990 Street Lighting Vrl 3.8%	\$170.48	
		839490030 Shire Depot Lot 252 Absolon St LG	\$244.00	
		463275870 LG Sports Pavilion Bishop St LG	\$1,569.25	
		720436540 Park Lot 9 Maley St, NGT	\$136.48	
		587508750 LG Oval - Loc 12722 Elliott Rd, South LG	\$154.26	
		783748990 LG Oval Lot 75 Bishop St LG	\$263.46	
		163376940 Medical Centre UA Lot 33 Maley St NGT	\$208.24	

		253091930 NGT Public Hall Lot 33 Maley St NGT	\$192.67
		264043790 Varley Hall Lot 8 Pitt St	\$118.34
		360158570 Staff Housing 33A Absolon Street LG	\$65.19
EFT25272	14/07/2023	Team Global Express Pty Ltd	-\$44.10
	09/07/2023	Freight	\$44.10
EFT25273	14/07/2023	Telstra Limited	-\$1,782.85
	27/06/2023	Bus Mobile Broadband - Lakes Local Action Group	\$148.90
	04/07/2023	Mobile Phone Charges 0407034641-Sewerage-Fail Safe	15.04
		0407148677 - DFES I-Pad	14.98
		0407225086-Sewerage-Fail Safe	14.98
		0407384735-Sewerage-Fail Safe	14.98
		0408411920-Sewerage-Fail Safe	30.99
		0417621708-CEO Mobile	30.99
		0418326588-LG Pool Manager	15.10
		0427651127 Supervisor Mobile	30.99
		0428651109-Leading Hand Mobile	30.99
		0428711190-Newdegate Fire Truck	30.99
		0429571975-Sewerage	20.48
		0429651112-Parks & Gardens Mobile	14.98
		0436668242-CESM Mobile	30.99
		0448089092-MIS Mobile	30.99
		0475898471-Councillors WI-FI	14.98
		0476806205-Councillors Air Card	14.98
		0455915715-IPad for OSH	14.98
		0457999713 - Trail Camera	14.98
		0458004636 - Trail Camera	14.98
		0487193712 - NGT Rec Centre Solar backup battery storage	14.98
		0487223282 - LG Sports Pav Solar backup battery storage	14.98
		0487225597 - Vrly Sports Pav Solar backup battery storage	14.98
		0487234395 - LG Medical Centre Solar backup battery storage	14.98
		0408320854 - MIS Ipad	14.98
		0457564350 - OSH Ipad (ISO)	14.98
	10/07/2023	SMS Service - Emergency Services	\$1.82
	12/07/2023	Landline Charges Depot - 9865 1067	\$34.95
		Lake Grace Pool - 9865 1144	\$34.95
		Lake Grace Library - 9865 1185	\$98.27
		Lake Grace Medical Centre - 9865 1208	\$106.48
		Lake Grace Medical Centre Fax - 9865 1362	\$52.45
		Lake Grace Medical Centre - 9865 1388	\$44.43
		Depot - 9865 1493	\$34.95
		AIM - 9865 1646	\$34.95
		Lake Grace Airstrip - 9865 1656	\$34.95
		338 Memorial Drive - 9865 1978	\$55.00
		Depot - 9865 1985	\$34.95
		Depot - 9865 1986	\$34.95
		Lake Grace Visitor Centre - 9865 2140	\$37.20
		Lake Grace Visitor Centre Fax - 9865 2141	\$34.95
		Licensing Office - 9865 2275	\$34.95
		Newdegate Medical Centre - 9871 1105	\$34.95
		Newdegate Medical Centre - 9871 1341	\$34.95
		Newdegate Medical Centre - 9871 1528	\$63.19
		Lake King Library - 9874 4147	\$35.10
		Lake King Fire Station - 9874 4196	\$34.95
		Lake King Fire Station Fax - 9874 4201	\$34.95
		Lake King Library Internet - 9874 4234	\$34.95
		Fire Ban Hotline - 9487 7191	\$6.00
		Administration Office - 9880 2500	\$75.17
		Lake Grace Medical Centre Internet - N9502816R	\$59.99
		Newdegate Medical Centre Internet - N9502816R	\$50.00
		Newdegate Fire Station - 9781 1228	\$34.95
		Group Plan Discount	-\$67.60
		Rounding	-\$0.05
EFT25274	14/07/2023	Varley Ag Solutions	-\$516.62

	01/06/2023	Cleaning Supplies - Varley Public Buildings	\$436.19	
	30/06/2023	Hardware Supplies & Fuel - Varley Parks & Gardens	\$80.43	
EFT25275	14/07/2023	Voegeler Creations		-\$448.50
	06/07/2023	Magnets for Lake Grace Visitor Centre	\$448.50	
EFT25276	14/07/2023	Walkers Hill Vineyard		-\$270.00
	30/06/2023	Catering - Morning Tea - 29/06/2023	\$270.00	
EFT25277	19/07/2023	35 Degrees South		-\$21,098.00
	17/07/2023	New Industrial Lots - Feature & Contour Survey of Lots - 3rd Progress Payment	\$8,206.00	
	17/07/2023	Feature & Contour Survey of Shire Cemeteries	\$12,892.00	
EFT25278	19/07/2023	Integrated ICT		-\$423.17
	31/05/2023	Microsoft 365 Licences - May 22	\$423.17	
EFT25279	19/07/2023	Kyal David Carruthers		-\$225.05
	18/07/2023	Rates refund for assessment A3674 7 BANKSIA PLACE LAKE GRACE WA 6353	\$225.05	
EFT25280	19/07/2023	Lake Grace Plaza		-\$101.70
	30/06/2023	Newspapers Subscriptions - June 2023	\$101.70	
EFT25281	19/07/2023	Lake Grace Regional Artspace		-\$5,000.00
	25/06/2023	Annual Budget Community Requests - Creative Kids Program 2022 - 2023	\$5,000.00	
EFT25282	19/07/2023	Lakes Plumbing & Gas		-\$858.00
	29/06/2023	Unblock Urinal at Lake King Public Toilets & Unblocking of Lake Grace RV Dump Point	\$858.00	
EFT25283	19/07/2023	Landgate		-\$2,569.90
	26/06/2023	Valuations Chargeable - UV Schedule R2023/01	\$88.70	
	03/07/2023	Title Search for Rates	\$28.20	
	03/07/2023	Shire of Lake Grace Annual SLIP (Cadastral Mapping) & Satellite Imaging Services Subscription Feb 2023 - Feb 2024	\$2,453.00	
EFT25284	19/07/2023	Local Government Professionals Australia WA Division		-\$50.00
	27/06/2023	LG Professionals WA Monthly Webinar Series with DLGSC (June 2023) - DCEO	\$50.00	
EFT25285	19/07/2023	Lucinda's Everlastings		-\$122.00
	22/05/2023	Stock for Lake Grace Visitors Centre	\$122.00	
EFT25286	19/07/2023	Michelle Slarke		-\$225.00
	11/08/2023	Design 2 x A6 Post Cards - Lake Grace Visitor Centre	\$225.00	
EFT25287	19/07/2023	Moore Australia (WA) Pty Ltd		-\$2,596.00
	17/07/2023	2023 Financial Reporting and Management Reporting workshops for SFO	\$2,596.00	
EFT25288	19/07/2023	Mrs G Catering		-\$474.00
	29/06/2023	Catering - OCM 28/06/2023	\$474.00	
EFT25289	19/07/2023	NKDraft		-\$7,700.00
	30/06/2023	Lake King Sports Pavilion - Preliminary Design Stage	\$7,700.00	
EFT25290	19/07/2023	Newdegate Community Resource Centre		-\$9,202.00
	18/07/2023	Shire Annual Contribution to the Newdegate Community Library 01/07/2022 - 30/06/2023	\$9,202.00	
EFT25291	19/07/2023	Newdegate Motel and Caravan Park		-\$153.00
	30/06/2023	Motel Accommodation & Meal for EHO 27/06/2023	\$153.00	
EFT25292	19/07/2023	Price's Fabrication and Steel		-\$2,992.00
	28/06/2023	Fee for Labour to Return to Site Due to Inadequate Pad, 2 Labourers x 1 Day	\$2,992.00	
EFT25293	19/07/2023	S & L Trevenen		-\$2,905.00
	18/07/2023	Prep Work, Gravedigging, Supply Sand & Backfill at Lake Grace Cemetery	\$2,905.00	
EFT25294	19/07/2023	Stargazers Club WA		-\$4,717.90
	30/06/2023	Signage for Astrotourism	\$4,717.90	
EFT25295	19/07/2023	The Tanner Family Trust		-\$4,242.28
	18/07/2023	Rates refund for assessment A6632 LOT 2711 BAANGA HILL ROAD MOUNT MADDEN 6356	\$4,242.28	
EFT25296	19/07/2023	The Trustee for Movat Trust		-\$117.00
	26/05/2023	1 Year Subscription - Movat 2023	\$117.00	
EFT25297	19/07/2023	Warren Blackwood Waste		-\$8,853.20
	03/07/2023	Recycling Pickups - June 2023	\$4,699.20	
	03/07/2023	Residential & Street Bins Pick Ups - June 2023	\$4,154.00	
		TOTAL EFT		-\$330,148.75
37080	19/07/2023	Department of Transport		-\$13,163.75

	03/07/2023	Fleet Renewal - 12 Months	\$13,163.75	
37081	19/07/2023	Lake Grace Catholic Church		-\$100.00
	13/07/2023	Number Plate Donation - 0336LG	\$100.00	
37082	19/07/2023	Royal Flying Doctor Service Of Australia (Western Australian Section)		-\$100.00
	05/07/2023	Number Plate Donation - 031LG	\$100.00	
TOTAL CHEQUES				-\$13,363.75
DD10566.1	06/07/2023	Australian Super Administration		-\$1,624.20
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$1,624.20	
DD10566.2	06/07/2023	The SD & LM Carruthers Superannuation Fund		-\$264.00
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$264.00	
DD10566.3	06/07/2023	Aware Super		-\$7,084.80
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$7,084.80	
DD10566.4	06/07/2023	COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER		-\$615.27
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$615.27	
DD10566.5	06/07/2023	Mercer Super Trust		-\$178.73
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$178.73	
DD10566.6	06/07/2023	North Personal Superannuation		-\$152.72
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$152.72	
DD10566.7	06/07/2023	Panorama Super		-\$325.69
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$325.69	
DD10566.8	06/07/2023	Prime Super		-\$425.52
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$425.52	
DD10566.9	06/07/2023	Q Super		-\$251.54
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$251.54	
DD10566.10	06/07/2023	REST Superannuation		-\$403.02
	05/07/2023	Super Contributions for Pay Ending 05/07/2023	\$403.02	
DD10586.1	01/07/2023	Exetel Pty Ltd		-\$1,375.00
	01/07/2023	Corporate Internet - Monthly Charge On Plan TMLL100 R2 Unlimited	\$1,375.00	
DD10586.2	17/07/2023	Resimac Asset Finance Pty Ltd		-\$993.22
	17/07/2023	Chattel mortgage repayment Jul'23 - Lake Local Action Group Vehicle	\$993.22	
DD10586.3	03/07/2023	Westnet Pty Ltd		-\$224.85
	03/07/2023	Internet Charges	\$224.85	
DD10588.1	26/07/2023	Australian Super Administration		-\$1,710.36
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$1,710.36	
DD10588.2	26/07/2023	REST Superannuation		-\$429.31
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$429.31	
DD10588.3	26/07/2023	The SD & LM Carruthers Superannuation Fund		-\$264.00
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$264.00	

DD10588.4	26/07/2023	Aware Super		-\$6,899.91
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$6,899.91	
DD10588.5	26/07/2023	COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER		-\$619.78
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$619.78	
DD10588.6	26/07/2023	Mercer Super Trust		-\$266.35
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$266.35	
DD10588.7	26/07/2023	MyNorth Super		-\$38.41
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$38.41	
DD10588.8	26/07/2023	North Personal Superannuation		-\$152.84
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$152.84	
DD10588.9	26/07/2023	Panorama Super		-\$160.96
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$160.96	
DD10588.10	26/07/2023	Prime Super		-\$395.35
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$395.35	
DD10588.11	26/07/2023	Q Super		-\$271.58
	19/07/2023	Super Contributions for Pay Ending 19/07/2023	\$271.58	
DD10595.1	24/07/2023	Shire of Lake Grace Credit Card		-\$5,874.16
	24/07/2023	19/06/23 Zoom Subscription from May Jun 19, 2023 - Jul 18, 2023 for Council Zoom Video ZOOM Receipt #INV207112376	\$24.63	
		19/06/23 Foreign transaction fee ZOOM Receipt #N/A	\$0.73	
		17/06/23 Subscription - RV Starlink (Jun 10, 2023 - Jul 09, 2023) - CESM Starlink Internet Receipt #INV-AUS-1226096-99434-36	\$174.00	
		14/06/23 TV for the Chambers Harvey Norman Online Receipt #2107190574	\$3,394.00	
		21/06/23 Council's farewell gift to CMSO 647500Travel Gift Card Receipt #3027740 GST Exclusive component	\$300.00	
		26/04/23 CEO uniform order The Workwear Group Receipt #15027196	\$60.90	
		21/06/23 Council's farewell gift to CMSO 647500Travel Gift Card Receipt #3027740 GST Inclusive component	\$7.50	
		27/04/23 Meals after Varley progress association for CEO, MIS and Councillors Lake King Tavern Receipt #27679	\$154.00	
		29/04/23 Procurement Webinar - Value for Money principle and how it is. Cancelled, money returned 6/7/23 Local Government Manag Receipt #N/A	\$50.00	
		05/06/23 WA Newspapers online - monthly subscription WANEWSDT Receipt #	\$28.00	
		30/06/23 WA Newspapers online - monthly subscription WANEWSDT Receipt #	\$28.00	
		26/06/23 75 ft Replacement Cable Starlink Internet Receipt #INV-AUS-1301494-29174-26	\$140.00	
		02/06/23 Design Fee for new power headwork's - LG Self-contained RV Park WESTERN POWER Receipt #CORPB0665254 GST Inclusive component	\$1,320.00	
		02/06/23 Design Fee for new power headwork's - LG Self-contained RV Park WESTERN POWER Receipt #CORPB0665254 GST Exclusive component	\$9.50	
		28/06/23 Beverage for council fridge MAGADASHLY PTY LTD Receipt #19876	\$68.00	
		30/06/23 Plate change for PLVU50 SHIRE OF LAKE GRACE Receipt #137384092	\$30.50	
		30/06/23 Licence and motor injury insurance policy for PLVU56 SHIRE OF LAKE GRACE Receipt #13738482 GST Exclusive component	\$42.10	
		30/06/23 Licence and motor injury insurance policy for PLVU56 SHIRE OF LAKE GRACE Receipt #13738482 GST Inclusive component	\$42.30	
DD10595.2	24/07/2023	WA Treasury Corporation		-\$4,674.41
	24/07/2023	Government Guarantee fees payment	\$4,674.41	
		TOTAL DIRECT DEBITS		-\$35,675.98
		TOTAL MUNICIPAL FUND		-\$379,188.48

SHIRE OF LAKE GRACE

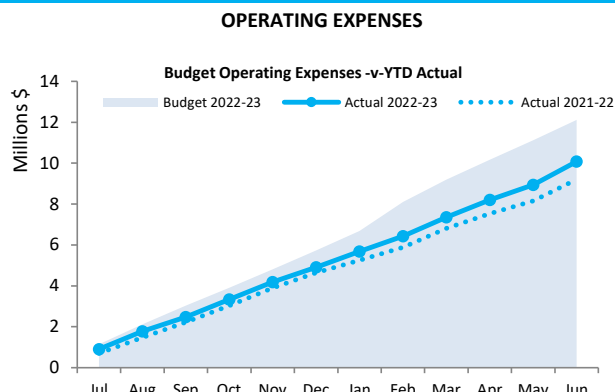
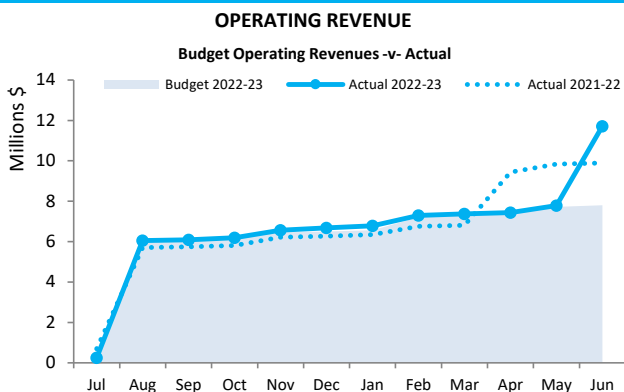
**MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 June 2023**

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

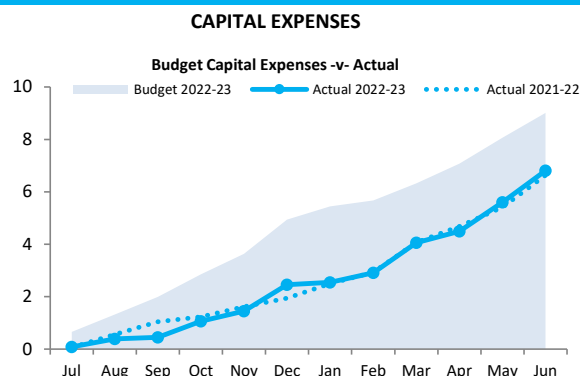
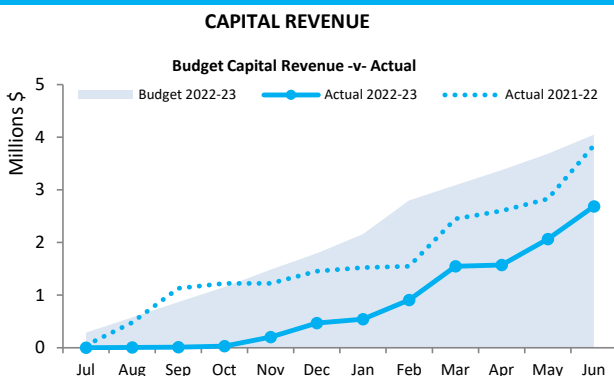
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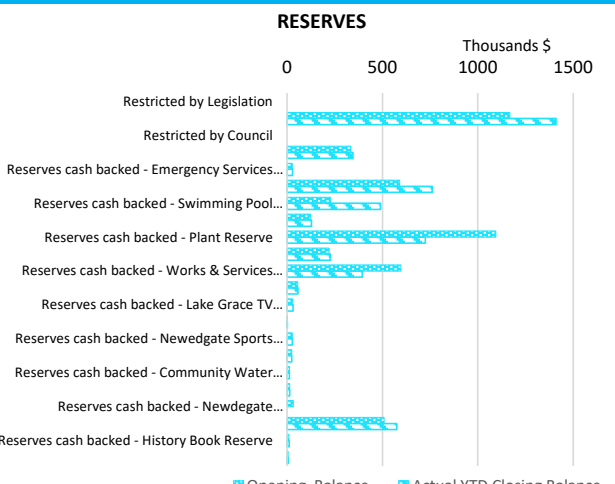
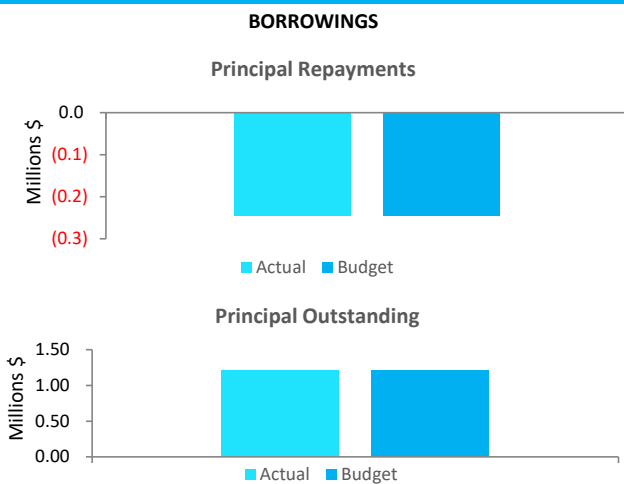
OPERATING ACTIVITIES



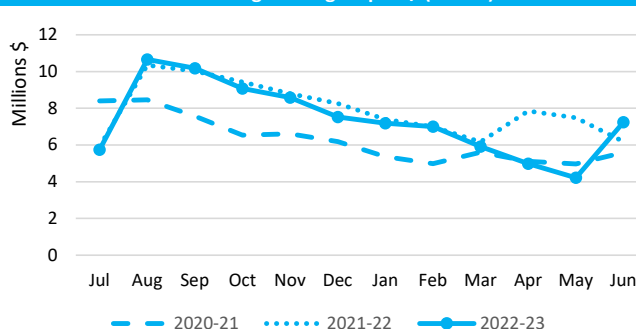
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$6.05 M	\$6.05 M	\$6.19 M	\$0.14 M
Closing	\$0.00 M	\$0.00 M	\$7.24 M	\$7.24 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$12.70 M	% of total
Unrestricted Cash	\$4.05 M	31.9%
Restricted Cash	\$8.65 M	68.1%

Refer to Note 2 - Cash and Financial Assets

Payables	
	\$0.32 M
Trade Payables	\$0.22 M
0 to 30 Days	99.6%
Over 30 Days	0.4%
Over 90 Days	0%

Refer to Note 5 - Payables

Receivables		
	\$0.24 M	% Collected
Rates Receivable	\$0.08 M	98.5%
Trade Receivable	\$0.24 M	% Outstanding
Over 30 Days		6.5%
Over 90 Days		0.9%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.75 M)	(\$0.75 M)	\$5.58 M	\$6.33 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$4.99 M	% Variance
YTD Budget	\$4.99 M	0.1%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$5.32 M	% Variance
YTD Budget	\$1.63 M	227.1%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.37 M	% Variance
YTD Budget	\$0.40 M	(7.3%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$4.96 M)	(\$4.96 M)	(\$4.12 M)	\$0.84 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.45 M	%
Amended Budget	\$0.53 M	(13.8%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$6.81 M	% Spent
Amended Budget	\$9.01 M	(24.5%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
YTD Actual	\$2.23 M	% Received
Amended Budget	\$3.52 M	(36.6%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.34 M)	(\$0.34 M)	(\$0.41 M)	(\$0.07 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.25 M
Interest expense	\$0.05 M
Principal due	\$1.21 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$5.27 M
Interest earned	\$0.17 M

Refer to Note 9 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 JUNE 2023

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

REVENUE FROM CONTRACTS WITH CUSTOMERS

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

FEES AND CHARGES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

PROFIT ON ASSET DISPOSAL

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Forecast 30 June 2023 Closing	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(a)-(b)+(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	6,049,390	6,049,390	6,190,254	6,190,254	140,864	2.33%	
Revenue from operating activities								
Rates		4,781,678	4,781,678	4,784,438	4,784,438	2,760	0.06%	
Rates (excluding general rate)		206,827	206,827	209,494	209,494	2,667	1.29%	
Operating grants, subsidies and contributions	11	1,625,676	1,625,676	5,316,926	5,316,926	3,691,250	227.06%	▲
Fees and charges		402,680	402,680	373,474	373,474	(29,206)	(7.25%)	
Interest earnings		313,570	313,570	369,244	369,244	55,674	17.75%	▲
Other revenue		389,879	389,879	493,410	493,410	103,531	26.55%	▲
Profit on disposal of assets	6	80,864	80,864	171,327	171,327	90,463	111.87%	▲
		7,801,174	7,801,174	11,718,313	11,718,313	3,917,139	50.21%	
Expenditure from operating activities								
Employee costs		(2,599,381)	(2,599,381)	(2,388,616)	(2,388,616)	210,765	8.11%	
Materials and contracts		(5,186,540)	(5,186,540)	(3,331,204)	(3,331,204)	1,855,336	35.77%	▲
Utility charges		(259,682)	(259,682)	(302,054)	(302,054)	(42,372)	(16.32%)	▼
Depreciation on non-current assets		(3,453,491)	(3,453,491)	(3,454,891)	(3,454,891)	(1,400)	(0.04%)	
Interest expenses		(51,478)	(51,478)	(48,939)	(48,939)	2,539	4.93%	
Insurance expenses		(281,256)	(281,256)	(264,765)	(264,765)	16,491	5.86%	
Other expenditure		(233,790)	(233,790)	(224,521)	(224,521)	9,269	3.96%	
Loss on disposal of assets	6	(49,856)	(49,856)	(63,198)	(63,198)	(13,342)	(26.76%)	▼
		(12,115,474)	(12,115,474)	(10,078,188)	(10,078,188)	2,037,286	(16.82%)	
Non-cash amounts excluded from operating activities	1(a)	3,563,347	3,563,347	3,940,062	3,940,062	376,715	10.57%	▲
Amount attributable to operating activities		(750,953)	(750,953)	5,580,187	5,580,187	6,331,140	(843.08%)	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	12	3,521,901	3,521,901	2,232,375	2,232,375	(1,289,526)	(36.61%)	▼
Proceeds from disposal of assets	6	526,954	526,954	454,395	454,395	(72,559)	(13.77%)	▼
Payments for property, plant and equipment and infrastructure	7	(9,010,955)	(9,010,955)	(6,806,880)	(6,806,880)	2,204,075	24.46%	▲
Amount attributable to investing activities		(4,962,100)	(4,962,100)	(4,120,110)	(4,120,110)	841,990	(16.97%)	
Financing Activities								
Transfer from reserves	9	782,986	782,986	782,986	782,986	0	0.00%	
Repayment of debentures	8	(246,468)	(246,468)	(246,468)	(246,468)	0	0.00%	
Transfer to reserves	9	(871,955)	(871,955)	(946,359)	(946,359)	(74,404)	(8.53%)	
Amount attributable to financing activities		(335,437)	(335,437)	(409,841)	(409,841)	(74,404)	22.18%	
Closing funding surplus / (deficit)	1(c)	900	900	7,240,490	7,240,490	7,239,590	(804398.89%)	▲

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 August 2023

(a) Non-cash items excluded from operating activities

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

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)	Forecast 30 June 2023 Closing
		\$	\$	\$	
Non-cash items excluded from operating activities					
Adjustments to operating activities					
Less: Profit on asset disposals	6	(80,864)	(80,864)	(171,327)	(171,327)
Less: Non-cash grants and contributions for assets				573,385	573,385
Movement in inventory (non-current)				0	0
Movement in employee benefit provisions (non-current)				19,915	19,915
Add: Loss on asset disposals	6	49,856	49,856	63,198	63,198
Adjustment to year end surplus (after audit)		140,864	140,864		0
Add: Depreciation on assets		3,453,491	3,453,491	3,454,891	3,454,891
Total non-cash items excluded from operating activities		3,563,347	3,563,347	3,940,062	3,940,062

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

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

	Amended Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 30 June 2023
Adjustments to net current assets			
Less: Reserves - restricted cash	9	(4,617,690)	(5,108,720)
Less: Municipal restricted cash			(50,072)
Less: Movement in provisions		(90,634)	(90,638)
Less: Trust restricted cash			(10,475)
Less: Other Provisions			(152,536)
Add: Borrowings	8	0	246,468
Add: Provisions employee related provisions	10	262,528	338,653
Total adjustments to net current assets		(4,445,796)	(4,674,784)

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

Current assets			
Cash and cash equivalents	2	6,299,878	12,900,849
Rates receivables	3		42,951
Receivables	3	269,604	226,652
Other current assets	4	19,008	19,008
Less: Current liabilities			
Payables	5	(1,225,633)	(1,270,993)
Borrowings	8		(246,468)
Contract liabilities	10	(654,533)	(416,885)
Provisions	10	(262,528)	(390,076)
Less: Total adjustments to net current assets	1(b)		(4,674,784)
Closing funding surplus / (deficit)		4,445,796	6,190,254
			7,240,490

CURRENT AND NON-CURRENT CLASSIFICATION

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

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Municipal Bank account	Cash and cash equivalents	4,036,754		4,036,754		Bankwest		N/A
WATC Overnight Deposit Municipal	Cash and cash equivalents	0	3,329,318	3,329,318		WATC	4.05%	N/A
Petty Cash and Floats	Cash and cash equivalents	500		500		Cash on Hand		N/A
Reserve Bank Account	Cash and cash equivalents	0	5,272,093	5,272,093		Bankwest		N/A
Restricted LOGCHOP Housing	Cash and cash equivalents	0	44,669	44,669		Bankwest		N/A
Rural Town Salinity Program	Cash and cash equivalents	0	5,403	5,403		Bankwest		N/A
Trust Fund Cash at Bank	Cash and cash equivalents		11,138	11,138	11,138	Bankwest		N/A
Total		4,048,392	8,651,483	12,699,875	11,138			
Comprising								
Cash and cash equivalents		4,048,392	8,651,483	12,699,875	11,138			
		4,048,392	8,651,483	12,699,875	11,138			

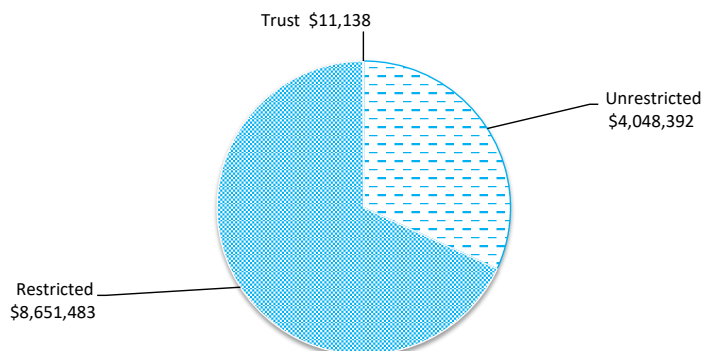
KEY INFORMATION

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

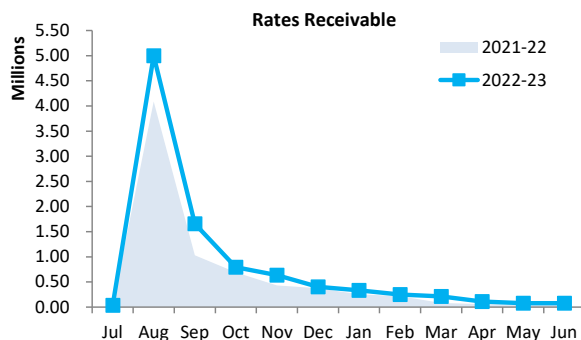
The local government classifies financial assets at amortised cost if both of the following criteria are met:

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

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



Rates receivable	30 June 2022	30 Jun 2023
	\$	\$
Opening arrears previous years	42,951	42,951
Levied this year	4,557,800	4,993,932
Less - collections to date	(4,557,800)	(4,961,202)
Gross rates collectable	42,951	75,681
Net rates collectable	42,951	75,681
% Collected	99.1%	98.5%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(223)	227,342	12,610	1,062	2,200	242,991
Percentage	(0.1%)	93.6%	5.2%	0.4%	0.9%	
Balance per trial balance						
Sundry receivable	(223)	227,342	12,610	1,062	2,200	242,991
ESL Control		1,849				1,849
Total receivables general outstanding						244,840

Amounts shown above include GST (where applicable)

KEY INFORMATION

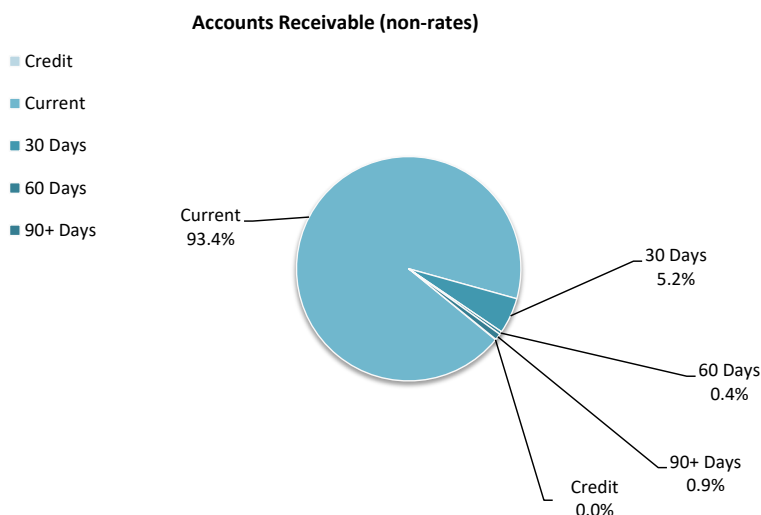
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 June 2023
Other current assets	\$	\$	\$	\$
Inventory				
Stock on Hand - Fuel	19,008		(12,463)	6,545
Total other current assets	19,008	0	(12,463)	6,545

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

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

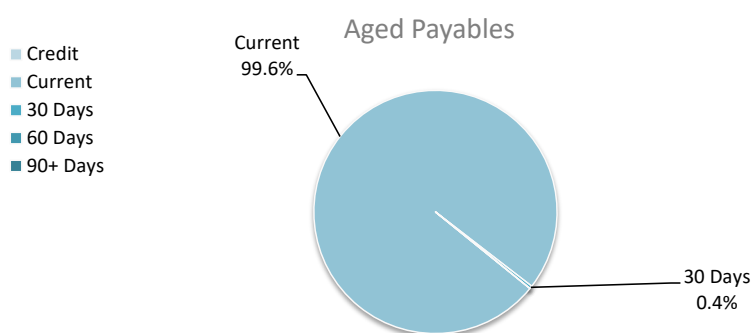
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	214,047	801	0	0	214,848
Percentage	0%	99.6%	0.4%	0%	0%	
Balance per trial balance						
Sundry creditors	0	219,245	801	0	0	220,046
Accrued salaries and wages		59,831				59,831
Accrued Interest		7,626				7,626
ESL Levied & Prepaid rates		18,382				18,382
Liabilities held for Others - Prepaid Rates		6,853				6,853
Trust Fund Liability		11,138				11,138
Total payables general outstanding						323,876

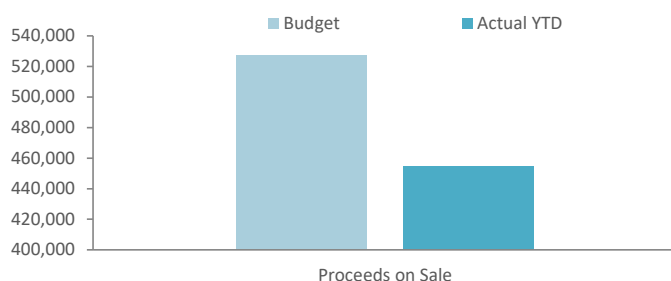
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



Asset Ref.	Asset description	Budget				YTD Actual				
		Net Book		Proceeds	Profit	(Loss)	Net Book		Profit	(Loss)
		Value					Value			
		\$	\$	\$	\$	\$	\$	\$	\$	
Plant and equipment										
Governance										
166	CEO Toyota Landcruiser - PLVU50	83,927	90,909	6,982	0	0	0	0	0	0
182	MIS Toyota Prado - PLVU51	57,897	54,545	0	(3,352)	0	0	0	0	0
169	DCEO Ford Everest - PLVU47	46,976	47,000	24	0	47,185	40,909	0	(6,276)	
174	MCS Ford Everest Trend - PLVU49	47,563	47,000	0	(563)	47,587	42,727	0	(4,860)	
Health										
1449	Mitsubishi Pajero Sport Doctor - PLVU38	18,000	20,000	2,000	0	18,000	21,129	3,129	0	0
Transport										
1437	Road Mnt - Mack Truck - PTCK17	64,071	100,000	35,929	0	62,359	155,101	92,742	0	0
1438	Road Mnt - Mack Truck - PTCK18	64,071	100,000	35,929	0	62,359	132,614	70,255	0	0
1392	Construction - Bomag Road Roller - PROLC	82,923	50,000	0	(32,923)	82,995	30,933	0	(52,062)	
1408	LG Depot - Volvo Loader - PLOD06	26,757	15,000	0	(11,757)	0	0	0	0	0
1409	LG Depot - Coastmac Loader Trailer PTRAI	3,761	2,500	0	(1,261)	0	0	0	0	0
1444	Water Tanker - PTRAI25	0	0	0	0	25,780	30,983	5,202	0	0
		495,946	526,954	80,864	(49,856)	346,266	454,395	171,328	(63,198)	



Capital acquisitions	Amended		YTD Actual	Forecast 30 June Closing	YTD Actual Variance
	Budget	YTD Budget			
	\$	\$	\$		\$
Land	192,554	192,554	52,681	52,681	(139,873)
Buildings - non-specialised	177,747	177,747	87,945	87,945	(89,802)
Buildings - specialised	1,017,397	1,017,397	607,889	607,889	(409,508)
Plant and equipment	1,489,681	1,489,681	1,819,123	1,819,123	329,442
Infrastructure - roads	3,981,073	3,981,073	3,241,342	3,241,343	(739,731)
Infrastructure - parks, gardens, recreation facilities	1,457,564	1,457,564	584,178	584,178	(873,386)
Infrastructure - sewerage	29,185	29,185	29,694	29,694	509
Infrastructure - urban infrastructure	665,754	665,754	384,028	384,028	(281,726)
Payments for Capital Acquisitions	9,010,955	9,010,955	6,806,880	6,806,881	(2,204,074)
Capital Acquisitions Funded By:					
	\$	\$	\$		\$
Capital grants and contributions	3,521,901	3,521,901	2,232,375	2,232,375	(1,289,526)
Other (disposals & C/Fwd)	526,954	526,954	454,395	454,395	(72,559)
Cash backed reserves					
Reserves cash backed - Plant Reserve	(500,000)	(500,000)	500,000	500,000	1,000,000
Reserves cash backed - Works & Services Reserve	(250,000)	(250,000)	250,000	250,000	500,000
Reserves cash backed - Newdegate Centenary Reserve	(32,986)	(32,986)	32,986	32,986	65,972
Contribution - operations	5,745,086	5,745,086	3,337,124	3,337,125	(2,407,962)
Capital funding total	9,010,955	9,010,955	6,806,880	6,806,881	(2,204,075)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Initial recognition and measurement for assets held at cost

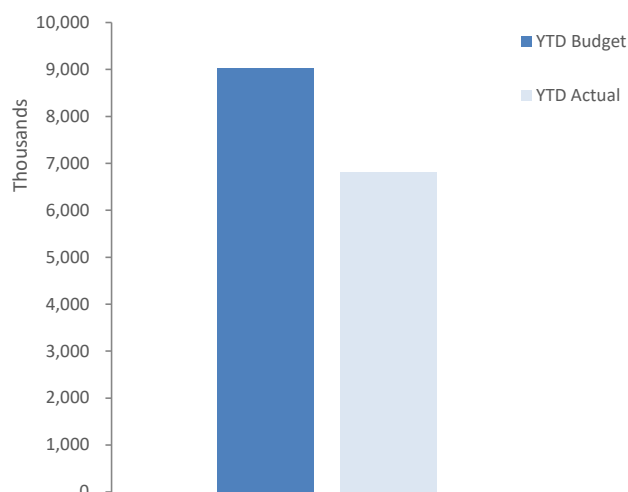
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between

mandatory revaluation dates for assets held at fair value

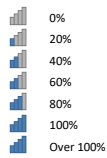
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Amended		YTD Actual	Variance (Under)/Over
		Budget	YTD Budget		
		\$	\$	\$	\$
Land					
E137350	Lake Grace Industrial Land	192,554	192,554	52,681	-139873
Buildings - Non Specialised					
E091960 (7750034)	6 Blackbutt Way (Doctor) - Cap Exp	7,500	7,500	0	-7500
E091960 (9196034)	5 Banksia Pl Capital	84,997	84,997	69,300	-15697
E091960 (9196044)	6 Banksia Pl Capital	17,500	17,500	0	-17500
E091960 (9196114)	3 Clark Ave Capital	18,750	18,750	0	-18750
E091970 (9197094)	65A Bennett St Capital	15,000	15,000	0	-15000
E091910	CEO House Patio Extensions	34,000	34,000	18,645	-15355
Buildings - Specialised					
E042549 (4205024)	Admin Office Building - Cap Exp	50,000	50,000	0	-50000
E083101 (8300101)	Lake Grace Daycare Centre Building Upgrade Cap Exp	10,200	10,200	4,076	-6124
E107102 (1071024)	Varley Public Toilets - Cap Exp	66,982	66,982	0	-66982
E107102 (1071034)	Lake Grace Public Toilets - Cap Exp	37,000	37,000	21,766	-15234
E111007 (LGVHCP)	Lake Grace Public Hall	38,379	38,379	0	-38379
E111007 (LGVHCP)	Lake Grace Lakes Village Hall	25,000	25,000	11,752	-13248
E111007 (LPHCAP)	Lake King Hall Capital	5,513	5,513	0	-5513
E111007 (NGPHCAP)	Newdegate Public Hall	20,312	20,312	19,489	-823
E111007 (VLPFCAP)	Varley Hall - Cap Exp	7,000	7,000	6,947	-53
E113152 (113007)	Varley Sports Pavilion Cap Ex	45,000	45,000	0	-45000
E113152 (113014)	Lake King Sports Pavilion Cap Ex	57,323	57,323	7,760	-49563
E113152 (113042)	Unisex Toilets At Sporting Precincts Cap Exp	7,979	7,979	0	-7979
E113152 (CA06)	Newdegate Country Club	253,883	253,883	208,964	-44919
E113154 (1131541)	Lg Sportsman Club Roof Replacement Cap Exp	126,677	126,677	139,079	12402
E113154 (1131542)	Newdegate Hockey Shed Replacement Cap Exp	20,000	20,000	57,593	37593
E115420 (LIBLCA)	Lake King Library	25,000	25,000	0	-25000
E116103 (LKT1)	Lake King Toilet	16,805	16,805	17,634	829
E117041 (1170014)	Aim Building Capital	60,507	60,507	9,951	-50556
E117042 (1170084)	Rsl Hall Capex	80,000	80,000	48,000	-32000
E121502 (121304)	Lake Grace Depot - Cap Exp	29,837	29,837	24,486	-5351
E126206 (1260061)	Lake Grace Airstrip Building Upgrade Cap Exp	17,000	17,000	16,550	-450
E132500 (1325014)	Visitor Centre Improvements Cap Exp	17,000	17,000	13,842	-3158
Furniture & Equipment					
N/A					
Plant & Equipment					
E042550 (LG001CA)	Ceo Vehicle	114,545	114,545	114,330	-215
E042550 (LG139CA)	Dceo Vehicle	57,000	57,000	51,252	-5748
E042550 (LG74CAP)	Mcs Vehicle	57,000	57,000	51,252	-5748
E042550 (LG75CAP)	Mis Vehicle	63,636	63,636	0	-63636
E123059 (PL24CAP)	Mack Primemover 1	317,100	317,100	317,100	0
E123059 (PL25CAP)	Mack Primemover 2	320,900	320,900	317,100	-3800
E123059 (PL26CAP)	Multi Roller	172,000	172,000	171,351	-649
E123059 (PL27CAP)	Skid Steer Loader	151,000	151,000	95,778	-55222
E123059 (PL28CAP)	Skid Steer Plant Trailer	60,000	60,000	0	-60000
E123059 (PL30CAP)	Spray Unit	12,000	12,000	12,000	0
E123059 (PL31CAP)	Mower For Ovals	20,000	20,000	21,670	1670
E123059 (PL32CAP)	Water Tanker	100,000	100,000	99,450	-550
E123059 (PL33CAP)	Mobile Water Tank	22,000	22,000	24,800	2800
E051174 (511733)	Fast Fill Trailers - Dfes Grant	22,500	22,500	0	-22500
E051174 (511734)	In-kind contribution - DWER Dam Asset 223	0	0	543,041	543041
Infrastructure - Roads					
E121200	Roadworks Capital Renewal 21/22	3,981,074	3,981,074	3,241,342	-739731
Parks, Gardens, Recreation Facilities					
E113175 (113036)	Lighting For Newdegate Hockey Field Cap Exp	22,491	22,491	21,926	-565
E113175 (113037)	Lake Grace Football Field Lighting Upgrade Cap Exp	96,544	96,544	108,973	12429
E113175 (113046)	Newdegate Jumping Pillow Cap Exp	19,050	19,050	0	-19050
E113175 (113053)	Lake King Walk Trail Upgrade Cap Exp	6,734	6,734	0	-6734
E113175 (113055)	Jam Patch New Bbq & Picnic Shelters Cap Exp	46,000	46,000	829	-45171
E113175 (113063)	Lg Sports Pavilion Carpark Sealing Cap Exp	80,000	80,000	79,335	-665
E113175 (113064)	Ngt Recreation Centre Carpark Sealing Cap Exp	95,000	95,000	78,587	-16413
E113175 (113066)	Visitors Centre Park	101,817	101,817	92,192	-9625
E113175 (113067)	Newdegate Street Bin Upgrade	30,000	30,000	0	-30000
E113175 (113068)	Lake Grace Oval Reticulation Upgrade	46,461	46,461	31,360	-15101
E113175 (113069)	Lg Rec Ground Path Shelter	7,500	7,500	0	-7500
E113175 (113070)	Lighting Install Lg & Lk Pg	67,200	67,200	1,764	-65436
E113175 (113071)	Padley Park Stormwater Capture (Cwsp)	112,950	112,950	98,763	-14187
E113175 (113072)	Lg Bowling Club Lights	45,000	45,000	0	-45000
E113293 (113201)	Construction Lg Community All Abilities Playground Cap Exp	530,362	530,362	19,834	-510528
E113293 (113202)	Lg All Ages Playground Fence Cap Exp	45,000	45,000	20,152	-24848
E116114 (1161140)	Lake Grace Rv Park	100,000	100,000	0	-100000
E132503 (DRU1)	Driver Reviver Upgrade	5,455	5,455	113	-5342
E136501 (136006)	In-kind contribution - DWER Dam Asset 223	0	0	30,350	30350
Sewerage					
E103163 (1012011)	Sewerage Reuse Lake Grace	29,185	29,185	29,694	509
Urban Infrastructure					
E101043 (1010431)	Lake Grace & Newdegate Recycling Stations	10,000	10,000	1,058	-8942
E104501 (1040501)	Urban Stormwater Drainage Renewal Cap Exp	40,000	40,000	0	-40000
E104501 (1040502)	Drainage Upgrades Dykes Road	46,259	46,259	9,593	-36666
E121312 (121303)	Newdegate Footpath Cap Exp	262,225	262,225	220,604	-41621
E121704 (1217041)	Lg Depot - New Fuel Storage	120,000	120,000	35,792	-84208
E136501 (136007)	Buniche Dam Revitalisation (Cwsp)	91,234	91,234	26,016	-65217
E136501 (136008)	Dempster Rock Dam Revitalisation (Cwsp)	96,036	96,036	90,965	-5071
		9,010,955	9,010,955	6,806,880	(2,204,075)

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Governance										
Office Refurbishment	L181	216,614			(18,957)	(18,957)	197,657	197,657	(13,433)	(13,796)
Loan 204 Staff Housing & CEO's Residence	L204	427,810			(48,666)	(48,666)	379,144	379,144	(6,563)	(6,634)
Recreation and culture										
Lake Grace Pool	L173	16,239			(16,241)	(16,241)	-2	-2	(529)	(798)
LG Sports Pavillion	L182	104,832			(18,438)	(18,438)	86,394	86,394	(6,752)	(7,139)
Newdegate Bowling Club	L193	0			0	0	0	0	(3)	(3)
LG Precinct	L198	47,384			(23,167)	(23,167)	24,217	24,217	(2,194)	(2,284)
LK Court Resurfacing	L202	0			0	0	0	0	(14)	(14)
Transport										
Roadworks & Plant	L196	52,429			(52,429)	(52,429)	0	0	(1,940)	(2,114)
Economic services										
LG Residential Land	L189	107,794			(10,840)	(10,840)	96,954	96,954	(7,129)	(7,131)
Purchase & Develop Industrial Land	L203	487,109			(57,732)	(57,732)	429,378	429,378	(10,382)	(10,565)
Total		1,460,212	0	0	(246,468)	-246,468	1,213,744	1,213,744	(48,939)	(50,478)
Current borrowings		246,468					177,282			
Non-current borrowings		<u>1,213,744</u>					<u>1,036,462</u>			
		1,460,212					1,213,744			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES

NOTE 9

RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Legislation									
Reserves cash backed - Lake Grace Sewerage Res	1,168,225	21,028	40,914	200,000	200,000			1,389,254	1,409,139
Restricted by Council									
Reserves cash backed - Leave Reserve	334,771	6,026	10,904					340,797	345,676
Reserves cash backed - Emergency Services Reser	27,363	493	891					27,856	28,254
Reserves cash backed - Housing Reserve	590,462	10,628	21,380	150,000	150,000			751,090	761,842
Reserves cash backed - Swimming Pool Reserve	228,666	4,116	11,026	250,000	250,000			482,782	489,692
Reserves cash backed - Land Development Reser	123,802	2,228	4,032					126,030	127,834
Reserves cash backed - Plant Reserve	1,095,153	19,713	29,946	100,000	100,000	(500,000)	(500,000)	714,866	725,099
Reserves cash backed - Recreation Reserve	220,525	3,969	7,183					224,494	227,708
Reserves cash backed - Works & Services Reserve	597,553	10,756	16,315	30,000	30,000	(250,000)	(250,000)	388,309	393,868
Reserves cash backed - Newedgate Hall Reserve	56,193	1,011	1,830					57,204	58,023
Reserves cash backed - Lake Grace TV Reserve	30,349	546	989					30,895	31,338
Reserves cash backed - Varley Sullage Reserve	1,679	30	55					1,709	1,734
Reserves cash backed - Newedgate Sports Dam R	26,963	485	878					27,448	27,841
Reserves cash backed - Newedgate Stadium Floo	24,327	438	792					24,765	25,119
Reserves cash backed - Community Water Suppli	12,074	217	393					12,291	12,467
Reserves cash backed - Office Furniture & Equipn	13,414	241	437					13,655	13,851
Reserves cash backed - Newedgate Centenary Re	32,403	583	583			(32,986)	(32,986)	0	0
Reserves cash backed - Essential Medical Reserve	508,389	9,151	17,275	50,000	50,000			567,540	575,664
Reserves cash backed - History Book Reserve	10,543	190	343					10,733	10,886
Reserves cash backed - AIM Hospital Museum Re	5,866	106	191					5,972	6,057
	5,108,720	91,955	166,359	780,000	780,000	(782,986)	(782,986)	5,197,690	5,272,094

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 June 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		416,885	0	1,658,671	(2,075,556)	0
Total other liabilities		416,885	0	1,658,671	(2,075,556)	0
Employee Related Provisions						
Annual leave		219,293	0	0	(8,971)	210,322
Long service leave		170,783	(19,915)	16,754		167,622
Total Employee Related Provisions		390,076	(19,915)	16,754	(8,971)	377,944
Total other current assets		806,961	(19,915)	1,675,425	(2,084,527)	377,944
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue			
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Amended Budget	YTD Budget	YTD Revenue Actual	Forecast 30 June
	1 July 2022			30 Jun 2023	30 Jun 2023	Revenue	Budget	Closing	
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies									
General purpose funding									
Grants Commission - General				0	0	590,049	590,049	2,654,246	2,654,246
Grants Commission - Roads				0	0	326,319	326,319	1,929,317	1,929,317
Law, order, public safety									
Grant - DFES LGGS Operating				0	0	75,953	75,953	90,806	90,806
Grant - DFES Op Exp				0	0	31,220	31,220	23,720	23,720
Education and welfare									
Grants - Senior Activities				0	0	1,000	1,000	0	0
Grants - Youth Activities				0	0	1,000	1,000	0	0
Regional Child Care Grant				0	0	0	0	25,000	25,000
Transport									
Direct Grant - MRWA				0	0	361,235	361,235	369,005	369,005
Economic services									
Grant - Tourism				0	0	0	0	10,890	10,890
Skeleton Weed Programm Grant				0	0	205,000	205,000	185,000	185,000
	0	0	0	0	0	1,591,776	1,591,776	5,287,984	5,287,984
Operating contributions									
General purpose funding									
ESL Administration Fee				0	0	4,000	4,000	4,000	4,000
Recreation and culture									
Lake Grace Rec Council Affiliation Fees				0	0	13,000	13,000	8,220	8,220
Contributions - Other Culture				0	0	1,000	1,000	0	0
Lake King Pavilion / Oval - Hire Fees				0	0	500	500	0	0
Transport									
Contributions - Street Lighting				0	0	10,000	10,000	9,547	9,547
Economic services									
AIM Contributions				0	0	1,400	1,400	1,175	1,175
Other Contributions				0	0	4,000	4,000	6,000	6,000
	0	0	0	0	0	33,900	33,900	28,942	28,942
TOTALS	0	0	0	0	0	1,625,676	1,625,676	5,316,926	5,316,926

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue			
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue Actual	Forecast 30 June Closing
	1 July 2022			30 Jun 2023	30 Jun 2023				
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies									
Law, order, public safety									
Grant - DFES Cap Exp	0	0	0	0	0	22,500	22,500	26,706	26,706
Community amenities									
Drought & Community	7,268	0	(7,268)	0	0	8,185	8,185	7,268	7,268
Recreation and culture									
Drought & Community	0	0	0	0	0	116,050	116,050	0	0
Local Roads & Community Program	268,562	85,076	(353,638)	(0)	(0)	1,132,291	1,132,291	353,638	353,638
Transport									
Roads to Recovery	95,787	788,584	(884,371)	0	0	823,753	823,753	884,371	884,371
Regional Road Group	0	432,204	(432,204)	0	0	540,255	540,255	507,777	507,777
Local Roads & Community Program	40,059	357,903	(397,962)	0	0	612,529	612,529	397,962	397,962
Economic services									
Driver Reviver Upgrade Grant	5,209	(5,096)	(113)	(0)	(0)	5,455	5,455	113	113
Drought & Community Program	0	0	0	0	0	196,000	196,000	19,657	19,657
	416,885	1,658,671	(2,075,556)	(0)	(0)	3,457,018	3,457,018	2,197,491	2,197,491
Non-operating contributions									
Recreation and culture									
Newdegate Community Contribution	0	0	0	0	0	64,883	64,883	34,883	34,883
	0	0	0	0	0	64,883	64,883	34,883	34,883
TOTALS	416,885	1,658,671	(2,075,556)	(0)	(0)	3,521,901	3,521,901	2,232,375	2,232,375

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 30 Jun 2023
	\$	\$	\$	\$
Standpipe bonds	10,475	765	(102)	11,138
	10,475	765	(102)	11,138

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 14
BUDGET AMENDMENTS**

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

GL Code	Description	Council Resolution	Classification	Increase in			Amended Budget Running Balance
				Non Cash Adjustment	Available Cash	Decrease in Available Cash	
				\$	\$	\$	\$
1210507	Holt Rock Rd Resheet SLK 25.37-29.46	Resolution 13630	Capital Expenses			(30,600)	(30,600)
1210501	Mallee Hill Rd Seal 0.00-4.66	Resolution 13630	Capital Expenses		30,600		0
1213155	Boulton Street	Resolution 13657	Capital Expenses		115,000		115,000
PL32CAP	Water Tanker	Resolution 13657	Capital Expenses			(115,000)	0
I030301	Increase in FAGS General Purpose Grant	Resolution 13548	Operating Revenue		140,942		140,942
I030302	Decrease in FAGs Local Roads Grant	Resolution 13548	Operating Revenue			(65,530)	75,412
I051440	DFES Capital Grant for Three Fast Fill Trailers	Resolution 13548	Capital Revenue		22,500		97,912
511733	Purchase of three fast fill trailers for fire prevention	Resolution 13548	Capital Expenses			(22,500)	75,412
I051450	DFES Grant for Emergency Management Training	Resolution 13548	Operating Revenue		16,220		91,632
512013	DFES Emergency Management Training	Resolution 13548	Operating Expenses			(16,220)	75,412
I111412	Insurance Recoup Damaged LG Sports Oval Water	Resolution 13548	Operating Revenue		21,541		96,953
113003	Replacement of Damaged Sports Oval Water Tank	Resolution 13548	Operating Revenue			(21,541)	75,412
I042371	Recoup for Photocopy Purchase for LG CRC	Resolution 13548	Operating Revenue		15,500		90,912
E042140	Purchase of Photocopy for LG CRC	Resolution 13548	Operating Expenses			(15,500)	75,412
I113183	Recoup for additional Work Newdegate Country Cl	Resolution 13548	Capital Revenue		34,883		110,295
CA06	Payment for Additional work at Newdegate Countr	Resolution 13548	Capital Expenses			(34,883)	75,412
I137909	Increase Revenue for Lease Lot 101 Stubbs Street U	Resolution 13548	Operating Revenue		35,000		110,412
E142050	Increase Hygiene costs due to increase cost pressu	Resolution 13548	Operating Expenses			(1,000)	109,412
E042029	Interpretation Plan for AIM Hospital Museum	Resolution 13548	Operating Expenses			(21,800)	87,612
I042371	Recoup from LGIS Insurance for Fines incurred from	Resolution 13548	Operating Revenue		75,788		163,400
E137350	Lake Grace Industrial Land - Decrease Expenditure	Resolution 13548	Capital Expenses		200,000		363,400
4205024	Purchase of Security CCTV & Council recording asse	Resolution 13548	Capital Expenses			(40,000)	323,400
8300101	Reduce Expenditure Program LG Daycare Building	Resolution 13548	Capital Expenses		6,000		329,400
NGPHCAP	Savings in works trsf to reserve Newdegate Public H	Resolution 13548	Capital Expenses		15,000		344,400
VLPHCAP	Savings in works Varley Hall	Resolution 13548	Capital Expenses		13,000		357,400
113014	Lake King Sports Pavillion - Consultancy Work Requ	Resolution 13548	Capital Expenses		50,000		407,400
E042029	Consultancy work for Lake King Sports Pavillion	Resolution 13548	Operating Expenses			(50,000)	357,400
LKT1	Additional works for Lake King Toilet	Resolution 13548	Capital Expenses			(11,000)	346,400
1260061	Additional works for Lake Grace Airstrip Building Up	Resolution 13548	Capital Expenses			(2,000)	344,400
PL26CAP	Multi Roller under Budget	Resolution 13548	Capital Expenses		26,000		370,400
PL27CAP	Skid Steer Price increase	Resolution 13548	Capital Expenses			(26,000)	344,400
PL32CAP	Water Tanker under Budget	Resolution 13548	Capital Expenses		15,000		359,400
1213155	Boulton Street Upgrade not proceeding	Resolution 13548	Capital Expenses		185,000		544,400
113037	Lake Grace Football Field Lighting Increase	Resolution 13548	Capital Expenses			(61,000)	483,400
113053	Lake King Walk Trail completed under budget	Resolution 13548	Capital Expenses		40,000		523,400
113055	Jam Patch upgrade works continuing	Resolution 13548	Capital Expenses			(46,000)	477,400
113063	LG Sports Pavillion Carpark Sealing under Budget	Resolution 13548	Capital Expenses		100,000		577,400
113064	Newdegate Recreation Carpark sealing under budg	Resolution 13548	Capital Expenses		135,000		712,400
113201	Increase budget for LG All abilities Palyground	Resolution 13548	Capital Expenses			(175,979)	536,421
1012011	Increase budget for Sewerage Reuse Lake Grace	Resolution 13548	Capital Expenses			(21,000)	515,421
1161140	Lake Grace RV Park	Resolution 13548	Capital Expenses			(100,000)	415,421
E113990	Depreciation Of Assets	Resolution 13548	Operating Expenses			(89,589)	325,832
E121990	Depreciation	Resolution 13548	Operating Expenses			(241,366)	84,467
E144990	Depreciation - Sundry Equip	Resolution 13548	Operating Expenses			(118,631)	(34,164)
I160210	Interest On Investment - General Fund	Resolution 13548	Operating Revenue		74,504		40,340
I160215	Interest On Investment - Reserve Funds	Resolution 13548	Operating Revenue		70,111		110,451
1113155	LG Sportsman Club - Air-Conditioners reimburseme	Resolution 13548	Operating Expenses			(13,944)	96,506
1131541	To reallocate reimbursement to Air-Conditioners	Resolution 13548	Capital Expenses		13,944		110,451
E143060	Workers Compensation Insurance	Resolution 13548	Operating Expenses			(20,000)	90,451
E042245	Insurances	Resolution 13548	Operating Expenses			(20,000)	70,451
122505	Increase expenditure on drainage program	Resolution 13548	Operating Expenses			(40,000)	30,451
113011	Newdegate Parks & Gardens increase expenditure	Resolution 13548	Operating Expenses			(20,000)	10,451
E042029	Increase Consultancy for Housing project	Resolution 13548	Operating Expenses			(20,000)	(9,549)
	Transfer to Housing Reserve	Resolution 13548				(100,000)	(109,549)
	Transfer to Swimming Pool Reserve Reserve	Resolution 13548				(200,000)	(309,549)
	Transfer to Plant Reserve	Resolution 13548				(100,000)	(409,549)
	Transfer to Sewerage Reserve	Resolution 13548				(100,000)	(509,549)
	Transfer to Works & Services Reserve	Resolution 13548				(30,000)	(539,549)
	Transfer to Essential Medical Reserve	Resolution 13548				(50,000)	(589,549)
PL24CAP	Mack Primemover 1	Resolution 13556	Capital Expenses		12,900		(576,649)
PL25CAP	Mack Primemover 2	Resolution 13556	Capital Expenses		9,100		(580,449)
PL33CAP	Mobile Water Tank	Resolution 13556	Capital Expenses			(22,000)	(598,649)
1210500	Taylor Rd Resheet SLK 5.50-9.74	Resolution 13555	Capital Expenses		257,532		(341,117)
1210512	Biddy Camm Road Re-Sheet Slk 122.19-127.19	Resolution 13555	Capital Expenses			(257,532)	(598,649)
113035	Lake Grace Oval Electricity	Resolution 13564	Operating Expenses		40,621		(558,028)
1131541	Lg Sportsman Club Roof Replacement Cap Exp	Resolution 13564	Capital Expenses			(40,621)	(598,649)
				0	1,771,686	(2,361,236)	(589,549)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 15
EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2022-23 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Operating grants, subsidies and contributions	3,691,250	227.06%	▲	Financial Assistance Grant received in advance for 23/24 FY		
Interest earnings	55,674	17.75%	▲	Higher interest rate		
Other revenue	103,531	26.55%	▲	Reimbursements of emergency services officer and medical center receptionist contribution		
Profit on disposal of assets	90,463	111.87%	▲	Profit on sale of PTCK17 and PTCK18 exceed budget		
Expenditure from operating activities						
Materials and contracts	1,855,336	35.77%	▲	Below budget due to delay in operating and capital jobs		
Utility charges	(42,372)	(16.32%)	▼		Over budget due to increased demand for power and water	
Loss on disposal of assets	(13,342)	(26.76%)	▼		Sale of Bomag Roller below the expected price	
Non-cash amounts excluded from operating activities	376,715	10.57%	▲	In-Kind contributions from DFES and DWER		
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(1,289,526)	(36.61%)	▼		Some of "Local Roads & Community" and "Drought & Community" projects are not yet initiated/finalised, funds will be recognised in 23/24 financial year	
Proceeds from disposal of assets	(72,559)	(13.77%)	▼		Sale of CEO and MIS vehicles along with Volvo Loader and it's trailer moved to 23/24 FY	
Payments for property, plant and equipment and infrastr	2,204,075	24.46%	▲	Part of Capital projects have not been initiated as yet (30%) or in early stage of completion		
Closing funding surplus / (deficit)	7,239,590	(804398.89%)	▲			

Summary:

G/L Account (as at Month End)
1A0011010 Municipal Bank Account MUN

Statement No 55
Statement Date 30/06/2023

Opening Balance	4,671,853.56
Deposits	\$4,636,615.86
Payments	-1,769,124.51
Fees	-59,512.49
Adjustments	-113,760.12
Closing Balance	7,366,072.30

Opening Balance	4,670,169.76
<u>Reconciled Items</u>	
Deposits	4,634,642.91
Payments	-1,768,566.76
Fees	-59,512.49
Adjustments	283,253.94
Closing Balance	7,364,537.35

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	2,092.70
Payments	-557.75
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	1,534.95
Total - To agree with GL	7,366,072.30

Municipal Account - Reconciliation to 30/06/2023

G/L Account (as at Month End):

Fees:

Dept of Transport	-\$72,216.65
Bank Fees	-\$324.29
LESS: Interest Received	\$13,028.45
	<u>-\$59,512.49</u>

Adjustments

Payroll	-\$116,346.06
Payroll Rent Deduction	-\$400.00
Internal Transfer to Reserve	-\$780,000.00
Internal Transfer from Reserve	\$782,985.94
	<u>-\$113,760.12</u>

Unreconciled Items:

	<u>\$1,534.95</u>
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Outstanding Deposits

Cash/Chq 30/06/23	\$2,092.70
CHQ 37076	-\$330.00
CHQ 37077	-\$100.00
CHQ 37079	-\$127.75
	<u>\$1,534.95</u>

ENTERED

By Victoria Fasano - SFO I&R at 3:33 pm, Jul 05, 2023

APPROVED

By Tegan Hall - MCS at 3:50 pm, Jul 05, 2023

Trust Bank Statement

Summary:

G/L Account (as at Month End)
 1A0013050 Trust Fund Cash At Bank MUN

Statement No 55
 Statement Date 30/06/2023

Opening Balance	11,035.90
Deposits	\$153.00
Payments	-51.00
Fees	0.00
Adjustments	0.00
Closing Balance	11,137.90

Opening Balance	11,086.90
<u>Reconciled Items</u>	
Deposits	153.00
Payments	0.00
Fees	0.00
Adjustments	0.00
Closing Balance	11,239.90

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	0.00
Payments	-102.00
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	-102.00
Total - To agree with GL	11,137.90

Unreconciled Items:

Type	Date	Cheque number	Amount	Description
CSH	12/12/2022	1542	51.00	SensOre Ltd
CSH	15/06/2023	1543	51.00	Topdrive Drillers
Total:			102.00	

ENTERED

By Victoria Fasano - SFO I&R at 4:06 pm, Jul 05, 2023

APPROVED

By Tegan Hall - MCS at 4:13 pm, Jul 05, 2023

Shire of Lake Grace



Reserve Bank Statement

Reserve No	Reserve Account Name		Balance
11	Emergency Services Reserve Bank	\$	28,254.09
12	Housing Reserve Bank	\$	761,841.46
13	Swimming Pool (Lake Grace) Reserve Bank	\$	489,692.83
14	Land Development Reserve Bank	\$	127,834.34
15	Leave Reserve Bank	\$	345,677.57
16	Plant Replacement Reserve Bank	\$	725,099.09
17	Recreation Reserve Bank	\$	227,707.65
18	Works & Services Reserve Bank	\$	393,867.71
19	Newdegate Hall Reserve Bank	\$	58,023.21
20	Lake Grace TV Reserve Bank	\$	31,337.16
23	Varley Sullage Reserve Bank	\$	1,733.34
31	Lake Grace Sewerage Scheme Reserve Bank	\$	1,409,139.21
35	Newdegate Sports Dam Reserve Bank	\$	27,841.10
36	Newdegate Stadium Floor Reserve Bank	\$	25,119.82
37	Community Water Supply Reserve Bank	\$	12,467.01
40	Office Furniture & Equipment Reserve Bank	\$	13,850.84
41	Newdegate 100 Year Centenary Reserve Bank	\$	-
42	History Book Reserve Bank	\$	10,886.34
43	Essential Medical Services Reserve Bank	\$	575,663.80
44	AIM Hospital Museum Reserve	\$	6,056.87
			<u>\$ 5,272,093.44</u>

Bank Balance

30/06/2023

Term Deposit CBA	\$0.00
Reserve Acc	\$5,272,093.44
	<u>\$5,272,093.44</u>

Variance \$0.00

ENTERED

By Victoria Fasano - SFO I&R at 10:55 am, Jul 05, 2023

APPROVED

By Tegan Hall - MCS at 1:18 pm, Jul 05, 2023

Reserves Fund Statement