



AGENDA

Shire of West Arthur
Ordinary Council Meeting
Thursday 28 November 2024

NOTICE OF MEETING

Dear Elected Member

The next Ordinary meeting of the Shire of West Arthur will be held on Thursday 28 November 2024 in the Council Chambers commencing at 7.00pm.

Vin Fordham Lamont
Chief Executive Officer

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of West Arthur for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of West Arthur disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's 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 a licence, any statement or limitation of approval made by a member or officer of the Shire of West Arthur during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of West Arthur. The Shire of West Arthur warns that anyone who has an application lodged with the Shire of West Arthur 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 West Arthur in respect of the application.



Forest to Wheatbelt



Shire of West Arthur

Notice of Ordinary Council Meeting

In accordance with the Local Government Act 1995 and *Local Government (Administration) Regulations 1996* Reg 12 (2) it, is hereby notified that as from January 2023 to December 2023, Ordinary Council meetings of the Shire of West Arthur will be held as follows:

DATE	LOCATION	TIME
22 February 2024	Council Chambers	7.00pm
21 March 2024*	Council Chambers	7.00pm
18 April 2024*	Council Chambers	7.00pm
23 May 2024	Council Chambers	7.00pm
27 June 2024	Council Chambers	7.00pm
25 July 2024	Council Chambers	7.00pm
22 August 2024	Council Chambers	7.00pm
26 September 2024	Council Chambers	7.00pm
24 October 2024	Council Chambers	7.00pm
28 November 2024	Council Chambers	7.00pm
19 December 2024*	Council Chambers	7.00pm

* March meeting third Thursday to avoid Easter

* April meeting third Thursday to avoid Anzac Day

* December meeting third Thursday to avoid Christmas

DISCLAIMER

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Please Note:

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

Meeting Procedures:

1. All Council meetings are open to the public, except for matter raised by Council under "confidential items".
2. Members of the public may ask a question at an ordinary Council Meeting under "public question time".
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceeding, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council's standing orders, policies and decision of the Shire of West Arthur.

Council Meeting Information:

Your Council generally handles all business at Ordinary or Special Council Meetings.

From time to time Council may form a Committee to examine subjects and then report back to Council.

Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters under "confidential items". On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

Public Question Time. It is a requirement of the *Local Government Act 1995* to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the presiding member.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and the response is included in the meeting minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next ordinary meeting of Council.

Councillors may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter trivial, insignificant or in common with a significant number of electors or ratepayers. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the presiding member of the meeting will advise the Officer if he/she is to leave the meeting.

Agendas, including an Information Bulletin, are delivered to Councillors within the requirements of the *Local Government Act 1995*, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Agendas, are delivered to Councillors within the requirements of the *Local Government Act 1995*, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by a Shire Officer. An Agenda item, including a recommendation, will then be submitted to Council for consideration. The Agenda closes 10 days prior to the Council Meeting.

Agendas for Ordinary Meetings are available at the Shire of West Arthur Office and on the Shire website seventy-two (72) hours prior to the meeting and the public are invited to view a copy at the Shire Office.

Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection from the Shire of West Arthur Office and the Shire of West Arthur website within ten (10) working days after the Meeting.

Questions From The Public

Shire of West Arthur

PO Box 112

31 Burrowes Street

Darkan WA 6392

T: (08) 9736 2400

E: shire@westarthur.wa.gov.au



Name			
Name of Organisation Representing (if applicable)			
Email Address			
Residential Address			
Postal Address(if different)			
Home Telephone No		Mobile No	
Agenda Item Number (if applicable see below)		Meeting Date	

Signature _____

Date _____

QUESTION

Each member of the public is entitled to ask up to 3 questions before other members of the public will be invited to ask their question. A total of 15 Minutes is allotted to Public Question Time at Council Meetings. If submitting questions to the Council, they are to relate to the Agenda Item tabled at that meeting.

Please Note: Members of the public must be in attendance at the Council Meeting to which they have submitted a question(s) for response. If this is not the case, the questions(s) will be treated as 'normal business correspondence and the question / response will not appear in the Council Minutes.

Please see Notes on Public Question Time on Pages 4 and 5 above.

*** Council Meetings:** Questions are to relate to a matter affecting the Shire of West Arthur.

Application For Leave of Absence

(Pursuant to Section 2.25 of the Local Government Act 1995 (as amended))

Shire of West Arthur

PO Box 112

31 Burrowes Street

Darkan WA 6392

T: (08) 9736 2400

E:

shire@westarthur.wa.gov.au



- (1) A council may, by resolution, grant leave of absence to a member.
- (2) Leave is not to be granted to a member in respect to more than 6 consecutive ordinary meetings of the Council without the approval of the Minister.
- (3) The granting of the leave is to be recorded in the minutes of the meeting.
- (4) A member who is absent without first obtaining leave of the Council throughout 3 consecutive ordinary meetings of the Council is disqualified from continuing his or her membership of the Council.
- (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the Council does not constitute absence from an ordinary meeting of Council –
 - (a) if no meeting of the Council at which a quorum is present is actually held on that day;
or
 - (b) if the non-attendance occurs while –
 - (i) the member has ceased to act as a member after which written notice has been given to the member under Section 2.27 (3) and before written notice has been given to the member under Section 2.27 (5);
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
 - (iii) while the member is suspended under section 5.117(1)(a)(iv) or Part 8; or
 - (iv) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.
 - (c) If the non-attendance occurs during a period for which the member is entitled to parental leave under subsection (5B).

I, _____ hereby apply for Leave of Absence from the West Arthur
Shire Council from _____ to _____ for the purpose of

Signature _____ Date _____

Request to Attend Meeting by Electronic Means

(Local Government Act 1995 – Section 5.25)

Local Government (Administration) Regulations 1996 –
14C

Shire of West Arthur

PO Box 112

31 Burrowes Street

Darkan WA 6392

T: (08) 9736 2400

E: shire@westarthur.wa.gov.au



Surname _____

Other Names _____

Date of Meeting _____

Type of Meeting
(Please tick one)

☐ Ordinary Council Meeting

☐ Committee Meeting

☐ Special Council Meeting

Consideration of Location and Equipment Available

Regulation 14C(5) – In deciding whether to authorise a member to attend a meeting by electronic means, the Shire President or Council must have regard to whether the location from which the member intends to attend the meeting, and the equipment that the member intends to use to attend the meeting, are suitable for the member to be able to effectively engage in deliberations and communications during the meeting.

Location Proposed

Equipment Available

IMPORTANT NOTE

The Shire President or Council cannot authorise a member to attend a meeting if the member's attendance at the proposed meeting would result in the member attending more than half of the meeting type in the 12 months prior to the requested meeting date by electronic means. (Regulation 14C(3)).

Signature _____

Date _____

Please send this form to the Chief Executive Officer who will complete the member's attendance section and forward to the Shire President or the Council for consideration.

OFFICE USE ONLY**MEMBERS ATTENDANCE****Number of Meetings Attended by Electronic Means in the 12 Months Prior to the Meeting Date**

Ordinary Council Meeting	
Special Council Meeting	
Committee Meeting	

Number of Meetings Scheduled in the 12 Months Prior to the Meeting Date

Ordinary Council Meeting	
Special Council Meeting	
Committee Meeting	

Would Attending the Proposed Meeting Electronically Result in the Member Exceeding The 50% Requirement?☐ Yes☐ No**Council/Shire President's Consideration**

The Shire President or Council should consider the following factors in determining whether the location and equipment is deemed suitable.

LOCATION

The location must be quiet and private. If there are other people at the location at the time of the meeting, you may require the person to be in a room that has a door that can be closed during the meeting, and request that the person wear headphones if appropriate.

EQUIPMENT AND ELECTRONIC MEANS

The equipment must support Council's preferred electronic means for remote attendance, being Microsoft Teams.

Is the Location and Equipment Deemed Suitable?☐ Yes☐ No**Is the Request to Attend the Proposed Meeting by Electronic Means Approved?**☐ Yes☐ No

Signature _____

Date _____

Written Declaration of Interest in Matter Before Council

Shire of West Arthur
PO Box 112
31 Burrowes Street
Darkan WA 6392
T: (08) 9736 2400
E: shire@westarthur.wa.gov.au



NOTE: USE ONE FORM PER DECLARATION

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

(2) _____

(3) Agenda item _____

(4) The type of interest I wish to declare is;

- ☐ Financial pursuant to Sections 5.60A of the Local Government Act 1995.
- ☐ Proximity pursuant to Section 5.60B of the Local Government Act 1995.
- ☐ Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995.
- ☐ Impartiality pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021

(5) The nature of my interest is

(6) The extent of my interest is

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

DECLARATION BY

Signature _____ Date _____

RECEIVED BY

Signature _____ Date _____

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

DISCLOSURE OF FINANCIAL INTEREST, PROXIMITY INTEREST AND/OR INTEREST AFFECTING IMPARTIALITY

Financial pursuant to Sections 5.60A of the Local Government Act 1995

5.60A – Financial Interest

For the purpose of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

[Section 5.60A inserted by No. 64 of 1998 s. 30; amended by No. 49 of 2004 s. 50.]

Proximity pursuant to Section 5.60B of the Local government Act 1995

5.60B – Proximity Interest

- (1) For the purposes of this Subdivision, a person has a proximity interest in a matter if the matter concerns –
 - 1) a proposed change to a planning scheme affecting land that adjoins the person's land;
 - 2) a proposed change to zoning or use of land that adjoins that person's land; or
 - 3) a proposed development (as defined in section 5.63 (5)) of land that adjoins the person's land.
- (2) In this section, land ("the proposal land") adjoins a person's land if –
 - 1) the proposal land, not being a thoroughfare, has a common boundary with the person's land;
 - 2) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
 - 3) the proposal land is that part of a thoroughfare that has a common boundary with the person's land.
- (3) In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

[Section 5.60B inserted by No 64 of 1998 s. 30.]

Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995

5.61 – Indirect financial interest

A reference in this Subdivision to an indirect financial interest of a person in a matter includes a reference to a financial relationship between that person and another person who requires a local government decision in relation to the matter.

Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulation 2007

22 – Disclosure of interest

- (1) In this clause –
Interest –
 - 1) means an interest that could, or could reasonably be perceived to; adversely affect the impartiality of the person having the interest and
 - 2) includes an interest arising from kinship friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the member must disclose nature of the interest –
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.

- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the person did not know –
 - (a) That they had an interest in the matter; or
 - (b) That the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under sub-regulation (2)(a), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then –
 - (a) Before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (b) At the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure related is discussed.
- (6) Subclause (7) applies in relation to an interest if –
 - (a) Under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) Under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest is to be recorded in the minutes of the meeting.

Describe the extent of your interest (If seeking to participate in the matter under the s.5.68 of the act)

5.68 – Councils and committees may allow members disclosing interests to participate etc. in meetings

- (1) If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter –
 - (a) may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b) may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if –
 - (i) the disclosing member also discloses the extent of the interest; and
 - (ii) those members decide that the interest –
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member's conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers.
- (2) A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
- (3) This section does not prevent the disclosing member from discussing, or participating in the decision making process on, the question on whether an application should be made to the Minister under section 5.69.

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member to declare the meeting open.

The Presiding Member advises all attendees that the meeting is being recorded as required by s5.23A of the Local Government Act 1995 and regulations 14F - 14I of the Local Government (Administration) Regulations 1996.

2 ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

COUNCILLORS:	Cr Neil Morrell	(Shire President)
	Cr Karen Harrington	(Deputy Shire President)
	Cr Graeme Peirce	
	Cr Robyn Lubcke	
	Cr Duncan South	
	Cr Adam Squires	
	Cr Russell Prowse	
STAFF:	Vin Fordham Lamont	(Chief Executive Officer)
	Rajinder Sunner	(Manager Corporate Services)
	Gary Rasmussen	(Manager Works and Services)
	Sharon Bell	(Community Development Officer)
	Kerryn Chia	(Projects Officer)
	Tahnee-Lee Lubcke	(Projects Officer)

APOLOGIES:

ON LEAVE OF ABSENCE:

ABSENT:

MEMBER OF THE PUBLIC:

3 ANNOUNCEMENTS OF THE PRESIDING MEMBER

Nil

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 PUBLIC QUESTION TIME

Nil

6 PETITIONS, DEPUTATIONS, PRESENTATIONS, SUBMISSIONS

Nil

7 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

8 DISCLOSURES OF INTEREST

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS HELD**9.1 ORDINARY MEETING OF COUNCIL 24 OCTOBER 2024****Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held in Council Chambers on 24 October 2024 be confirmed as true and correct.

9.2 SPECIAL COUNCIL MEETING 14 NOVEMBER 2024**Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

RECOMMENDATION:

That the Minutes of the Special Council Meeting held in Council Chambers on 14 November 2024 be confirmed as true and correct.

10 REPORTS FROM COUNCILLORS

Cr Neil Morrell (Shire President)

Cr Karen Harrington (Deputy Shire President)

Cr Graeme Peirce

Cr Robyn Lubcke

Cr Duncan South

Cr Adam Squires

Cr Russell Prowse

11 OFFICE OF THE CHIEF EXECUTIVE OFFICER**11.1 REVIEW OF DELEGATIONS REGISTER**

File Reference:	ADM058
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	28/10/2024
Disclosure of Interest:	Nil
Attachments:	1. Current Delegations Register (under separate cover) 2. Draft Updated Delegations Register (under separate cover)

SUMMARY:

Council is requested to consider adopting the attached updated Delegations Register.

BACKGROUND:

All delegations made under the *Local Government Act 1995* (the Act) must be made by absolute majority and recorded in a register. Sections 5.18 and 5.46 of the Act require that at least once every financial year, delegations are to be reviewed by the delegator for those delegations under the Act, but also presents an opportunity to review delegations made under other legislation. Council undertook its last annual review of delegations in 2023.

The purpose of delegating power is to enable routine decision making to be undertaken in a cost effective and efficient manner, or rapidly where a time imperative may be involved. Council is required to make decisions of high importance, some of which require absolute majority decisions and cannot be delegated.

Council also has discretionary functions that involve making routine decisions that are high frequency and low risk. It is appropriate for Council to delegate these functions to the Chief Executive Officer (CEO). The Register of Delegations sets out the powers and functions delegated from Council to the CEO and, in some cases, from the CEO to other staff members.

COMMENT:

The CEO reviewed the current Delegations Register and determined that it was not adequate in terms of both the delegations included and the actual content of some of the delegations. A suitable template was obtained from WALGA and the CEO compared the two documents. With the assistance of other team members, the WALGA template was customised to suit the Shire of West Arthur.

The current and proposed versions of the Delegations Register are attached for information purposes. Council is requested to adopt the proposed version as presented.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Local Government Act 1995

s5.42. Delegation of some powers and duties to CEO

s5.43. Limits on delegations to CEO

s5.44. CEO may delegate powers and duties to other employees

s5.45. Other matters relevant to delegations under this Division

s5.46. Register of, and records relevant to, delegations to CEO and employees

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Community Strategic Plan West Arthur Towards 2031

Theme: Leadership and Management – inspirational, dynamic, transparent

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Failure to review and bring to Council the Delegations Register on an annual basis.
Risk Likelihood (based on history and with existing controls)	(2) Unlikely
Risk Consequence	(1) Insignificant
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(2) Low
Principal Risk Theme	Compliance failure
Risk Action Plan (Controls or Treatment Proposed)	Council to adopt updated Delegations Register as requested.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council

1. Notes the annual review of its delegations in accordance with Section 5.46(2) of the Local Government Act 1995, as outlined in this report; and
2. Delegates by absolute majority the local government functions listed in the Shire's Delegations Register included as Attachment 2.

11.2 BETTY BROWN HISTORICAL CENTRE ANNUAL REPORT AND FORWARD PLAN

File Reference:	ADM785
Location:	N/A
Applicant:	N/A
Author:	Kerryn Chia, Projects Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	30/10/2024
Disclosure of Interest:	Nil
Attachments:	1. BBHC Annual report 2023-2024 ↓ 2. BBHC Forward Plan 2024-2028 ↓

SUMMARY:

Council is requested to consider endorsing the Forward Plan 2024-2028 and the Annual Report 2023-24 for the Betty Brown Historical Centre

BACKGROUND:

The Betty Brown Historical Centre is owned and operated by the Shire and the West Arthur Community Resource Centre through a Museum Reference Group. An Annual Report and Forward Plan are presented here for Council's review and endorsement. The annual report provides details on the work undertaken in the Centre over the past financial year and the expenses incurred throughout the year. The Forward Plan provides direction for the Museum Reference Group for the next four years.

COMMENT:

These reports have been presented to and endorsed by the Museum Reference Group.

CONSULTATION:

Museum Reference Group

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

PC5 – Betty Brown Historical Centre Management and Collection Policy

FINANCIAL IMPLICATIONS:

The ongoing management of the Centre will be funded by the Shire of West Arthur. A portion of the money bequeathed to the Shire by Ms Betty Brown (\$50,000) plus funds remaining from the bequest following establishment has been annexed for future management. In addition to the bequeathed funds, the Shire will endeavour to allocate \$5,000 per annum, where possible, for the future upkeep and development of the Centre.

STRATEGIC IMPLICATIONS:

Outcome 1.3 - A unique identity and a strong connection to our past

Strategy: Support community events that connect to our history (e.g. Sheepfest/exhibitions/displays in Betty Brown Historical Centre)

Outcome 4.3 – Our cultural heritage is preserved and promoted

Strategy: Investigate opportunities to develop our historical assets

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. **Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	The BBHC is not managed appropriately and new exhibitions are not installed.
Risk Likelihood (based on history and with existing controls)	1 (Rare)
Risk Consequence	1 (Insignificant)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	1 (Low)
Principal Risk Theme	Inadequate project or change management
Risk Action Plan (Controls or Treatment Proposed)	Training of staff to continue the management of the centre.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council endorse the Annual Report 2023-2024 and Forward Plan 2024-2028 for the Betty Brown Historical Centre.



Betty Brown
Historical Centre

Annual Report 2024





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ACKNOWLEDGEMENT OF COUNTRY

The Betty Brown Historical Centre and the Shire of West Arthur respectfully acknowledges that the land upon which we work and live, is the traditional land of the Noongar people. We recognise their cultural heritage, beliefs and continuing relationship with the land. We honour Elders past, present and emerging and we support the principles of a reconciled Australia for all its people.



ABOUT THIS REPORT

The Betty Brown Historical Centre has been established in accordance with the bequest bestowed upon the Shire of West Arthur by Ms Betty Edith Brown who requested the facility preserve the wool trophies, needlework and memorabilia of the Brown family, and that it house historical relics and items of the district particularly in relation to the sheep industry.

Betty passed away on the 12 March 2015 and the Shire of West Arthur was advised of the bequest on January 8th 2016.

Following notification, the Shire met with stakeholders (including Betty's friends, executor and other community members), identified a location for the Centre, established a committee to oversee the development of the Centre and trained staff in collecting, cleaning and curating an historical centre. The Centre was opened on the 8th of March 2020.

This document outlines what has been achieved during the 2023-2024 financial year. The annual report will:

- Document what has been achieved in that year
- Financial expenditure and income (including grants) over the past year associated with the Centre
- Proposed activities for the upcoming year.

This report is produced for internal reporting and planning purposes only.

ORGANISATION STRUCTURE

The Betty Brown Historical Centre is managed by a Museum Reference Group (MRG) which consists of three staff members from the Shire of West Arthur, one staff member and two committee members from the West Arthur Community Resource Centre (CRC), and one Shire Councillor.

Current MRG members are:

Vin Fordham Lamont – Shire Chief Executive Officer

Kerryn Chia – Shire staff member and BBHC Curator

Tahnee Lubcke – Shire staff member

Karen Prowse – West Arthur CRC manager

Pam Stockey – West Arthur CRC employee

Janice King - West Arthur CRC committee member and BBHC volunteer

Robyn Lubcke – Shire Councillor

REPORT ON ACTIVITIES TO DATE

The major activities undertaken in the 2023-24 financial year were the curation and opening of the CWA temporary exhibition and the launch of the Barry Strickland book collection.

CWA Exhibition

Curation of the CWA exhibition started in May 2023 when the initial contact with CWA head office was made. The local CWA branch was reinvigorated early 2022 and once it became apparent that CWA of WA were to celebrate 100 years of operation in 2024 the opportunity arose to host an exhibition to celebrate the CWA centenary.

Objects for the display were collected over the course of the 2023 year from CWA head office, local community members, and people with a connection to either the organisation or the community. These objects were catalogued (hard copy cataloguing only), cleaned and readied for display. Panels were researched by the Museum Curator and then designed and produced by Creative Spaces who undertook the original design of the Centre.

An opening event was coordinated by Shire staff and facilitated by the CRC. This was held on April 20th and was attended by 80 people. The new display was opened by CWA of WA CEO Trish Landgon and the president of the Darkan CWA branch Eloisa Goss. Morning tea was provided by the Darkan CWA branch.

Barry Strickland Book Launch

Barry Strickland, an ex-Darkan resident, offered to donate a valuable collection of historical books, some of which are over 100 years old to the Library. Barry collated and valued the collection prior to donation. The collection includes 143 books with an estimated value of \$8,000.

The Shire applied for a grant from the State Library for bookcases and book pillows to store and handle these historical books.

A Launch for the collection was held on April 19th, the day prior to the CWA Exhibition opening. Barry attended and discussed his interest in history and the collection in general. The Museum curator also outline other historical books included in the library. The event was attended by 25 people who listened to Barry speak prior to enjoying afternoon tea supplied by the West Arthur Community Resource Centre.

Oral Histories and other histories

A number of oral histories were also recorded during the 2023-2024 year. Ann and Ron Knapp were interviewed as part of the CWA exhibition. Ann's great Aunt was the original editor of the CWA cookbook and this provided an opportunity to record both Ann and Ron's history in the Darkan as well as discover more about Agnes Barnes (Ann's great aunt). This oral history has been transcribed and is awaiting approval from Ann and Ron for inclusion in the Centre.

Don Spiers, an ex-shearer from the district was also interviewed. This interview has not yet been transcribed and reviewed.

A pre-recorded oral history of Ken Barry (KB) Thompson was collected from Ken's niece Robin Faulkner. She also provided a document which further detailed Ken's history.

State Library Grant

As indicated above a State Library Grant was applied for in the 2022-2023 financial year. This grant was for a storage bookcase for the Barry Strickland book collection. Additionally, a grant for digital conversion of photos, movies, slides and negatives was applied for. This included the purchase of equipment (Photo scanner, mini HDMI cable, 2 x SD cards to scan photos, negatives and slides - Elgato Video capture, VHS Cassette Adapter and a VHS machine to convert video and camcorder cassettes to digital movies - 8mm/super8reels to digital movie maker) to allow people to convert these older formats into a digital format.

Cataloguing

A total of 33 objects were catalogued in 2023 both hard copy and in the digital collection. A total of 38 objects were catalogued in 2024 in the hard copy register. These are in the process of being added to the electronic database (Collection WA).

FINANCIAL STATEMENT

Betty Brown Historical Centre	YTD	Budget
For the period 1 July 2023 to 30 June 2024	2023/24	2023/24
Income		
Museum donations	\$ 231	
Total income	\$ 231	\$ 100
Expenditure		
Equipment purchase (SD Card, Plastic tubs)	\$ 103	
CWA 100 years exhibition - design and production	\$ 8,028	
Equipment for exhibition	\$ 613	
BBHC open day catering	\$ 400	
BBHC Promotion 23/24 (CRC)	\$ 955	
23/24 AMAGA organisation member	\$ 146	
Total expenditure	\$ 10,244	\$ 9,500
Net income/expenditure	-\$ 10,013	-\$ 9,400
	YTD	Budget
	2023/24	2023/24
Funds held in Shire of West Arthur Reserve Account		
Opening balance at 1 July 2023	\$ 132,904	\$ 132,904
Interest allocated year to date	\$ 6,751	\$ 6,344
Transfer from reserve	-\$ 5,000	-\$ 5,000
Closing balance at 30 June 2024	\$ 134,654	\$ 34,248

THE YEAR AHEAD 2024-2025

High class museums require investment to remain relevant and innovative. The upcoming year will continue to be busy to ensure that the collection is properly catalogued and maintained and remains of interest to the target audience.

Insurance

The building housing the BBHC is insured however the Shire does not have specific insurance for the objects in the Centre. Advice from David Wood (LGIS) in 2017 indicated that the Shire would need to catalogue all items in the Centre (including pictures) and that valuations should be sort on items of high value or importance. As indicated above all items in the Centre itself have been catalogued and there is a continuing process of cataloguing items currently in our possession. However, there are no values placed on objects at this stage. As the collection continues to grow there will be a need to continue to update

insurance on the items. Some advice is required in order to assess the value of our collection.

A high priority for museum staff should be to investigate the insurance of the Centre collection. Initial enquires to AMaGA WA have proven to be unsuccessful.

The Barry Strickland Book collection has been valued at \$8000 and this could be insured immediately.

Museum Reference Group Meeting

The Museum Reference Group meets on an “as required” basis. In the past year, the MRG has met on two occasions (May and November) to discuss the proposed exhibitions, the annual report, and forward planning for the Centre.

New exhibitions

Women at War

A new exhibition “Saluting their Service - Women at War” is currently in the process of being developed in conjunction with the West Arthur CRC. The CRC have funding of \$10,000 for the exhibition which, and CRC staff are curating the exhibition. Shire staff will need to assist with curation and some funds from the Reserve funds will be required to establish this exhibition. A budget for the proposed exhibition is included below.

INCOME	Dept Grant	BBHC
	\$10 000	\$2300
EXPENSES		
9 panels	\$5400	
3 panels		\$1800
Cabinet labels		\$200
Photo payments	\$500	
Poster purchases/framing/laminating		\$300
Research (L Higham)	\$2 500	
Launch	\$500	
Printing	\$500	
TOTAL	\$10 000	\$2300

It is proposed to open this exhibition on or around ANZAC day (April 25th) and have the exhibition open to the public after the normal ANZAC day service.

West Arthur Football Club Exhibition

In addition, the West Arthur football Club are proposing to host a reunion of the winning grand final teams from 1956 and 1976. An exhibition celebrating the club could be curated

for the 2026 celebrations. Commencement of this collection should occur during the 2024-2025 financial year.

Review of documents

The policy and procedures documents were written at the commencement of the design phase of the BBHC and it has become evident that some areas of these documents need to be reviewed in order to ensure that the Centre operates efficiently and that records are maintained in a professional manner.

Continuation of cataloguing

Whilst a large number of objects have been catalogued for the opening of the museum (the current collection consists of 427 catalogued objects), there are still a large number of objects that need to be catalogued, cleaned and correctly stored in the BBHC administration room in the CRC.

Additionally, the Museum Administration room in the CRC needs to be organised so that there are systems in place for volunteers to be able to continue cleaning, storing, cataloguing and adding items to the database. This will require all volunteers to be trained in handling objects and the cataloguing systems we have in place.

Australian Museums and Galleries National Awards

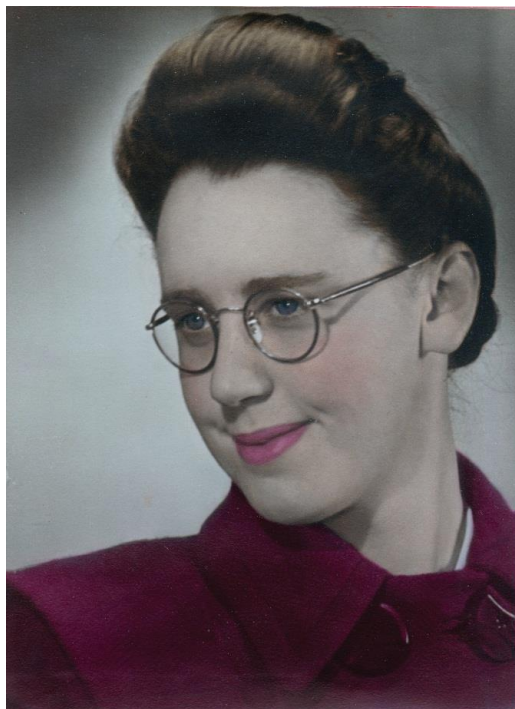
The Australian Museums and Galleries Association (AMaGA) holds a National annual award in March each year for various exhibits from small museums/galleries to large museums. Exhibitions are only eligible to enter for a year after installation. The Centre should strive to apply for these awards with each exhibition.

Social Media Presence and Advertising

The CRC currently promote the Centre on a fortnightly basis in the Bleat and occasionally on the Centre's Facebook page. Promotion continues to be a challenge and future efforts should be made to continue to ensure that the Betty Brown Historical Centre is promoted widely.

Community Archives

The community archives in the Shire office could be incorporated into the Betty Brown Historical Collection as a sub-collection. They could continue to be stored in the Shire office but inclusion on the Collections WA website will mean that they are available for the general public to search. Promotion of the Community Archives could also be undertaken to ensure that the public is aware that they are available for research purposes.



Betty Brown
Historical Centre

Forward Plan 2024-2028



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ACKNOWLEDGEMENT OF COUNTRY

The Shire of West Arthur respectfully acknowledges that the land upon which we work and live, is the traditional land of the Noongar people. We recognise their cultural heritage, beliefs and continuing relationship with the land. We honour Elders past, present and emerging and we support the principles of a reconciled Australia for all its people.



EXECUTIVE SUMMARY

The Betty Brown Historical Centre began conserving, collecting and protecting artefacts and materials relating to historical development of the region in 2016. The opening of the Centre in March 2020 was the culmination of planning, design, collection and interpretation by staff, consultants, contractors and volunteers over the period from 2016 to 2020.

This document outlines a future vision for the organisation from 2024 to 2028. This forward plan addresses the continuing development of the Betty Brown Historical Centre within the limited financial and personnel resources of the Shire.

INTRODUCTION

The Betty Brown Historical Centre (the Centre) has been established in accordance with the bequest bestowed upon the Shire of West Arthur by Ms Betty Edith Brown who requested the facility preserve the wool trophies, needlework and memorabilia of the Brown family, and that it house historical relics and items of the district particularly in relation to the sheep industry.

This is the second Forward Plan for the Betty Brown Historical Centre (BBHC or The Centre) and this has been prepared in 2024. This strategic plan aims to set out the direction and development of this Centre over the next four years. It outlines the Centre's mission, vision, goals and action plan.

Mission

Develop a high class, modern facility that engages the local community in recording and conserving its history and heritage.

Vision

The Centre is developed and managed as a community resource to explore the contribution of women to rural communities, provide a centre for historical celebrations of milestones and key events, engage with the local community in relation to all things historical and create a vital attraction that will encourage visitors to the region.

CONTEXT

The Betty Brown Historical Centre is located in the West Arthur Community Resource Centre and is funded and managed by the Shire of West Arthur under guidance from a Museum Reference Group (MRG). The MRG is made up of representatives from the Shire of West Arthur and the West Arthur Community Resource Centre in accordance with the Shire's Policy PC5 – Betty Brown Historical Centre Management and Collection.

All items in the Centre are owned and insured by the Shire of West Arthur. The day-to-day operations relating to the opening of the Centre and the management of visitors into the Centre is undertaken by the West Arthur CRC.

This plan feeds into the Shire's Strategic Community Plan.

Stakeholders within the community that have an interest in the operation of the Centre include

- Shire of West Arthur
- West Arthur CRC
- Betty's friends
- Executor of the will
- Local businesses that have a link to tourism (accommodation and food)
- Local community

SWOT ANALYSIS

The following SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis outlines the current situation within the Centre.

Strengths

- Exhibition space is modern and new.
- Well-funded through Betty's Bequest.
- Guaranteed funding on an annual basis for the foreseeable future.
- There is a reasonable amount of storage space available.
- The use of an administration room for quarantining objects as they come into the Centre to minimise pest incursion.
- Connections and communications with Australian Museums and Gallery Association (AMaGA) commenced at the beginning of the development of the Centre and as a result the centre procedures are well established. AMaGA continues to provide support on an ongoing basis.
- Reconnection of members of the Noongar community that grew up in Darkan through the initial display.
- Display collection is digitised and stored as part of Collections WA.
- Donation of a large collection of books by Barry Strickland that can be leveraged for historical tourism.
- Regular promotion by the CRC in the Bleat.

Weaknesses

- There are still a large number of items that need to be catalogued and included in the digitised collection.
- Volunteer numbers are very limited or non-existent.
- There is no computer at the Centre.
- The displays are directed at adults and there is no child friendly displays or opportunities to interact in the centre.
- There is currently very little Aboriginal/Noongar history in the Centre.
- Potential for promotion of the Centre and Barry Strickland book collection to be forgotten in the day to day operation of the Shire and CRC.
- Inability to open on weekends.

Opportunities

- To establish a digital collection that is high class from the outset and maintain the collection to a high standard.
- To establish a base for AMaGA WA to run regional training sessions and store digitising equipment for the region at the CRC.
- To update changing exhibit on a regular basis to enable engagement with the community and to collect the Shire history.
- To be part of the annual National Trust Heritage Festival in April each year.
- To incorporate the community archives as a sub-collection in the centre.
- To engage with the community while enthusiasm for the Centre is high.
- To engage with historical requests through the Shire and promote the Centre and historical book collection.
- To collaborate with the Darkan Town Library and continue to develop a historical book collection and promote this as part of our historical tourism.
- Promotion of the Centre through a wider variety of mediums.

Threats

- Limitation of resources in terms of staff and volunteers.
- Limitation of funds.
- Pest incursion and disaster management – currently do not have procedures in place for these.
- Light incursion is of concern in relation to textiles and organic materials. These objects need to be rested from display occasionally.
- Potential for the BBHC to be a low priority for Shire staff and therefore lose its relevance to the community.

LONG TERM GOALS

The long term goals of the BBHC are to continue to be dynamic and to encourage the region to become an Historical Hub. This in turn will encourage visitation from ex-residents, those interested in researching their family history and others. Additionally, through the creation of a high class, modern facility we will encourage those passing through the area to stop and visit and spend some extra time in the area.

Local residents are essential to the continuation of enthusiasm for the BBHC and the engagement with the local community should be forefront of any new exhibits. Engagement through the Lost West Arthur Facebook page and the Bleat is encouraged.

The following is a list of long term goals that will ensure that the BBHC remains relevant within the community.

Establishment of a digital photo collection

The BBHC received a grant in 2023 to digitise some of the photos stored in the Administration room of the Centre. These have not yet been catalogued, are stored on a

staff computer and are grouped in folders according to the person that supplied the photos. Our Shire was lucky to have some very capable photographers during the early years. It would be great to collate more of these photos from private collections into a public Shire collection. The aim will be to collect as many photos of a historical nature and have them digitised and catalogued. Sourcing funding and personnel for this project may be difficult but could be a project suitable for volunteers. The cataloguing of the photos should include:

- A unique identifying cataloguing number.
- Meta data – including names of people in the photo, location of the photo, date of the photo, photographer name if known.
- Photos could be uploaded to Collections WA – meta data such as above could be included in Collections WA.

Continue updating exhibitions on a regular basis

The initial concept of the Centre was to have a permanent display in the main room of the centre and in the old Road Board Building create exhibitions relevant to the community that could be regularly rotated. Exhibition themes could include:

- Women at War – the CRC has received a grant to install this exhibition and the aim will be to install this for ANZAC day 2025.
- Sports clubs – In 2026, the West Arthur football club celebrates 50 years since winning the 1976 Grand Final and 70 years since winning the 1956 Grand final. This should be a high priority exhibition. The Shire should liaise with Nathan Cuthbert who is organising the reunion and have the display established in time for returning visitors to the Shire. Commencement of collation of this display should begin in April 2025.
- Aboriginal history – this is an area that needs more exploration. The Centre needs to strive to follow the recently developed Indigenous Roadmap from AMaGA. The Centre could continue to build on relationships established through the development of the centre. A display centred around the football club provides an opportunity to feature some high profile Aboriginal players from the district. The community should be engaged to contribute to this display.
- Feature a new suite of women who have played an important role in our community.
- The Butcher, the Baker and the Grocer. The collection includes the following items which could be included in the display:
 - ledger book from the bakery;
 - original post boxes from the Post Office which could be included in a display;
 - Items from Mrs Strickland's drapery;
 - KB's oral history and his biography in the library.

The display could also include some photos from KB Thompson's shop in Duranillin and look at the evolution of shopping in a rural community.

- Railways – the impact of the railway line on our community could be explored. The Centre could also look into sourcing more photos associated with the building of the railway line or collecting information from those families that worked on the railway

line. Many of these people were Aboriginal or immigrants so this story would also result in the collection of different stories from the area. Rail Heritage WA Research Officer (who at the time of writing was Jeff Austin) may be able to help.

- The wool industry – the development of the wool industry in our area could be explored in more detail. Great Southern Merino Sheep Breeders Association (Karlene Goss) maybe able to help with such a display.
- Darkan show.
- Innovators and engineers.

Continue to collect historical books

Barry Strickland donated a significant collection of historical books to the Darkan Town Library. These books are a great resource for people researching State history and their own family histories.

A collection of books relevant to the Shire, surrounding Shires and Western Australian rural history could be collected and housed in the Shire Library. This could include books that are written about the Shire or region, about families within the Shire or regions, books that are written by people from the Shire or regions (both fiction and non-fiction), recipe books, etc. Books that are known to be absent from the collections include:

- Moodiarrup – an Oral History of its Hall & People
- History of the Upper Blackwood By A Schorer
- A Rich and Diverse Heritage (A snapshot of Collie 1898-2010) by John Bird
- Ray Strickland's Biography
- Other biographies written by local identities as they become available
- Anthea Hodgson's books
- A Peaceful Place – Arthur River Church book
- The Great Southern Expedition of 1835 by Lloyd Nelson
- On Active Service (Williams) - Louise Higham
- Western Australia: As it is today 1906 – Leopoldo Zunini, Royal Consul of Italy
- Off Shears - the story of shearing sheds in Western Australia by June Lacy
- The Emu's Watering Place – a brief history of the Wagin District by MJ Pederick
- Have Wife Must Travel: Bracky's Stories. A collection of stories and incidents in the life of truckie Brian Bracknell, Dumbleyung, Western Australia
- Voices of the Wheatbelt
- South Kukerin, Merilup and Pingaring Schools 1914-1950
- Windows on the Wheatbelt by Laurie Anderson
- Picaninny Dawn: Early days in Ongerup and other Stories by Helen Johns
- From our Humble Beginnings 1928-1978
- Paddy Bakker Picture Show Man by Max D Bell
- Round Pool to Woodanilling by John Bird 1986
- Old Bush Schools by John McKenzie 1988
- Trying to be Sailors by John Leggoe 1983

This idea of an historical book collection was suggested by Barry Strickland. It would be worth consulting with him in regards to books that could be included in this collection. Liaison with the library staff and CRC would also be required. This should be a priority for the next financial year if funds allow.

Incorporation of community archives into the Centre

Currently community archives and records are stored by the Shire in the strong room of the Shire office building. These archives could be incorporated into the BBHC as a sub-collection and promoted for club or family history research purposes. Community documents should continue to be added to the collection. The Shire has a separate policy for this collection – PC6 – Community Archives.

Continuation of the Oral History Project

The oral history project has been very popular and the information collected has been fantastic for use as audio in the Centre but also as a record of the memories of Darkan and the Shire in earlier times. This project could be ongoing and continue through the encouragement of local volunteers to continue recording histories. The oral histories can continue to be incorporated into displays and included in the oral history collection to be developed for the library. Investigations into a better method of delivery of oral histories in the Centre could be investigated. Currently the oral snippets in the Centre can be heard through the [izi.travel](#) app. The full oral histories are on Collections WA.

Potential Exhibition Space on Side of Building

The possibility of exhibiting some large objects outside the Centre in the garden between the CRC and Shire offices has been raised. There has also been consideration given to and “Inventor’s Museum” to display objects that have been invented in the Shire. Should such a display be developed by the Shire at some stage in the future this display should be catalogued with other Museum items and included in Collection WA.

SHORT TERM GOALS

This section outlines the goals that we are aiming to achieve in the next 12 months of operation:

- Exhibition and collection
- Programs and services
- Building and facilities
- Marketing, promotions, visitor development
- Finances, fundraising and sponsorship
- Staffing and volunteers

At this stage the focus of our short term goals is still largely centred around cataloguing and managing the collection.

Exhibition and Collection

Continued cataloguing and digitisation of the collection

The current collection on display in the Museum has largely been catalogued and uploaded to Collections WA, although there are a few outstanding items. The objects in the CWA display have all been catalogued, filed in the catalogue files and given numbers but have not been uploaded to Collections WA. All borrowed objects have been catalogued and are filed in Loan File in the Museum administration room.

There are many objects in the Museum administration room that have been donated that have not yet been catalogued. There are a number of objects donated in recent times that have forms attached to them from the person donating them. There are however a large number of objects from the original collection (Betty's house) that have no forms and have not been catalogued.

The cataloguing of these objects should be prioritised. Uploading all objects to Collections WA ensures that the data connected to each object is safely stored in a cloud based collection program. A hard copy of all cataloguing information should also be kept as per the procedures outlined in the Museum Procedures manual. The hard copy of this document is located in the Museum Administration room and an electronic copy is located in Monarch.

Purchase a computer

Data is entered into Collections WA on a Shire laptop allocated to the personnel associated with the Museum. Currently there is no Museum specific laptop which means that volunteers cannot enter any data. With the appropriate training, a dedicated computer will also allow volunteers to continue to digitise the collection without the requirement for Centre personnel to be present. Funding could be sought for this purchase and training.

Update Documentation

The policy and procedure documents for the BBHC were developed prior to the collection commencing. These documents are located in the Administration room of the Museum and are also stored on the Shire Monarch system. There are many things that now need to be updated to reflect the actual activities that are being undertaken. Discussions with AMaGA staff indicate that some areas that need attention include the following:

- our donations procedures and forms need to be updated to reflect the correct entity and a pre-donations form is required to ensure that people are aware that items need to be assessed for suitability prior to inclusion or rejection.
- our volunteer policy and procedures document needs to be developed.
- a pest management procedure needs to be developed (including monitoring the lace works from the Wagin Historical Village which have not been frozen).
- electronic storage of oral histories will also require procedures to be developed.

Update the exhibits

In order to remain relevant, and to continue to engage the local community, displays in the Road Board building should be updated within the next 12 months. This should also include changing the audio associated with the displays in the meeting room area where possible. Funding has been sourced for a Women at War display which will open on ANZAC day 2025. This is largely being managed by the CRC.

A display should be prepared during the 2025 year for installation in 2026 to celebrate the West Arthur Football Club's 1956 and 1976 Grand Final wins. Liaison with the football club (Nathan Cuthbert) will enable a display to compliment the football club's proposed celebrations.

Provide something to engage with children

The focus to date has been to establish the Centre and comply with the requirements of Betty's will. Now that the Centre is open there is an opportunity to create exhibits or displays that are of interest to children. This could include a permanent object (something like a holographic or virtual reality display), a scavenger type hunt or a display of relevance to children (such as toys from yesteryear). Ideally the display needs to be interactive.

Some ideas include:

- using the handwritten letters in the Centre as a starting point. Can kids write a letter from the past using ink and calligraphy pens. Possibility of getting a creative writing consultant (Greenough did this for the National Trust festival).
- Use modern day clues to find objects that match.
- Dress up in period costumes and have photos taken.
- Play games from yesteryear.
- Purchase of some very modern type of display using technology such as virtual reality or holographic display.

Programs and Services

National Trust Heritage festival

The National Trust annual Heritage Festival is held in April each year and the BBHC should use this festival as a way of engaging with the local community and enticing enthusiasm in relation to local history. It also provides an opportunity to engage with the school and other community groups. Consideration could be given to using the space in the Station Master's Cottage or the Railway Station building for hosting events. Some suggestions for festival activities based on activities undertaken in other areas are listed below:

- Preserving your personal history for the future (have someone come and talk about how to preserve letters, cards, photos documents etc., how to manage your personal collection and catalogue items. Could also hold a "meet and greet" with the expert where people can show objects and some discussion on how to preserve them is undertaken by the expert.
- Historical bridges tour – Manjimup did something similar for the Heritage Festival in 2019.
- Station masters' house – possibly do a temporary railways exhibit featuring the railway line, station and station masters' house.

- We are West Arthur – what ten items would you pick to tell your story? We have picked ten items from the centre that tell the story of West Arthur. Can you fill the gaps, do you have suggestions, do you have an object to donate or loan to the Centre?
- Antique roadshow – do you have an antique, do you know what it is worth, do you know its story?
- An event at the Arthur River historical buildings – this could be an afternoon tea or some sort of event where the historical buildings are open to the public to have a look inside.
- Private West Arthur (based on the concept “Private York”) – tours of heritage buildings rarely opened to the public, this could include shire buildings, private houses or other buildings.
- Historical tour of Arthur River/Darkan cemeteries and the stories behind the people buried there. Could make this an early evening event to add to the intrigue.
- Historical scavenger hunt around the Shire.
- Wedding dresses – something old something new. Or possibly dresses from the past.
- Behind the scenes tour of the Museum.
- Archaeology – its uses and how objects tell a story.

Buildings and facilities

Administration room in the CRC

Establish a system in the Administration room that allows volunteers to operate within the room and undertake work without centre personnel being available. This should include a space for objects that need to be catalogued, a space for recently donated objects that need to be assessed, labelling of all files, draws, and storage systems and general tidying of this area. Much of the office furniture in the administration room needs to be updated. When redesigning or purchasing new furniture, increasing storage should be considered wherever possible.

Staffing and Volunteers

Establishment of a volunteer program

At this stage we only have one volunteer that assists in the BBHC. A recruitment drive for volunteers should be held and then those people that have volunteered need to be trained in the Centre’s procedures, how to handle objects and how the systems in the administration room work. The training of some local volunteers will also assist with succession planning for the museum, create ownership amongst locals and possibly generate some interest in history that has largely been lost in recent years.

Some interest has been expressed by local people in being involved.

Marketing, Promotions and Visitor Development

Museum Promotion

Current promotion is undertaken in the Bleat and occasionally on the BBHC Facebook page and is done by the CRC. This promotion features an object each fortnight that is displayed in the Museum. There is the potential to feature the books in Barry Strickland's collection – each fortnight a different book could be featured or this could be interspersed with the objects in the Museum. In addition, the community archives offers another option for promoting our historical past to the community and maintaining interest.

As the Centre is new and the community has embraced the Centre with enthusiasm, we have the opportunity to engage and market the Centre and continue to create momentum.

Enter MAGNA awards

New displays could be considered for the Museum and Art Gallery National Awards if they fit the categories.

Collate visitor numbers

The CRC collects data on visitor numbers and provides them to the Shire on a regular basis. Gold coin donations are made in a box outside the Museum which needs to be regularly cleared.

Finances, Fundraising and Sponsorship

Funds are provided through the Shire and distribution of the funds is outlined in the Shire policy document.

LotteryWest and Library grants are options for funding for future developments or displays.

Investigate grants for National Trust Heritage Festival

The National Trust Heritage Festival is held in April each year. This provides us with an opportunity to investigate funding for programs that are run as part of the festival and consider different options for engaging with the local community.

Insurance

The museum building is insured by the Shire. Investigations have commenced into the insurance of the objects in the Museum however the value of these items is difficult to determine and obtaining insurance for the items has proven difficult.

ACTION PLAN

The Action plan in the following section provides an outline of how these short term activities need to be undertaken.

Activity	Timeframe	Responsibility	Budget and funding	Success Indicator
Purchase a computer for the BBHC	Jan 2025	Shire of West Arthur	\$2000. Grant funding could be applied for through the WA Libraries grant scheme.	Computer installed in the Museum Administration room.
Recruit volunteers and establishment of a volunteer program	Dec 2025	Shire of West Arthur	Funded staff time.	Volunteers have been trained and are regularly encouraged to assist in cataloguing items.
Catalogue at least 50 objects per year until the backlog of objects has all been catalogued.	Ongoing	Shire of West Arthur	This requires an allocation of staff time.	<ul style="list-style-type: none"> All objects on display in the Centre are included in a digital database. Additional items in storage are also included in the digital database.
Upload all objects that have been catalogued to Collections WA	Ongoing	Shire of West Arthur	Funded staff time.	All items catalogued in a year are uploaded to Collections WA in that same year.
Update procedures and cataloguing forms	Prior to June 2026	Shire of West Arthur	Funded staff time.	All forms and procedures complete and filed in the Museum.
Update Exhibit — Women at War Exhibit	April 2025	CRC and Shire of West Arthur	CRC has funding of \$10,000 for the Women at War exhibition. Shire to contribute funds from the reserve to the exhibition based on budget provided by the CRC.	Exhibitions installed and opened to the public.



– Celebration of the West Arthur Football club	April 2026	Shire of West Arthur in collaboration with the West Arthur Football Club	Only funding available at this stage is from the Shire reserve fund. A budget of \$10,000 will be required for this exhibition.	
Promote Museum	Ongoing	CRC	The Shire currently pays the CRC to undertake the promotion of the Centre	New and more innovative ways of promoting the museum.
Investigate options for updating office furniture	As funding allows	Shire of West Arthur	As funding becomes available – potentially WA libraries grant.	Office fitted out with good quality storage and desks.

DATE FOR REVIEW

This forward plan will be updated on a three yearly basis initially. As the Centre becomes more established this could be revised on a more infrequent timeframe. The next review will be undertaken in March 2028.


The action plan at the end of this document will be reviewed in February/March of each year.

DATE FOR ENDORSEMENT

This Policy has been endorsed by:

Chief Executive Officer, Shire of West Arthur


Name: Vin FORDHAM LAMONT

Signature: 

Date: 13 November 2024

Manager, West Arthur Community Resource Centre

Name: Karen Prowse

Signature: 

Date: 15/11/2024

11.3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE (LRCI) PROGRAM WORK SCHEDULE

File Reference:	ADM402
Location:	N/A
Applicant:	N/A
Author:	Kerryn Chia, Projects Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	18/11/2024
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

Council is requested to consider approving the following work schedule for the Shire of West Arthur Local Roads and Community Infrastructure (LRCI) Program:

Part A - \$366,694

- Darkan Railway Reserve Upgrade - \$140,000
- Installation of CCTV - \$78,647
- Glenorchy Bridge (completed) - \$49,059
- Footpath through railway reserve - \$39,988
- Upgrade of infrastructure associated with the town dam - \$29,000
- Construction of a kiosk at the Darkan Swimming pool - \$30,000

Part B - \$211,517

- Clarke Road resheeting/sheeting (completed) - \$93,468
- New white lines Darkan South Road (completed) - \$35,609
- Footpaths connecting Burrowes street and Coalfields Hwy - \$45,800
- Replace asphalt and line marking on Coalfields Hwy (near pub) - \$36,640

BACKGROUND:

LRCI funding has been provided by the Federal Government for the past four years. A total of \$578,211 was provided to the Shire of West Arthur in the latest round of funding (Phase 4) and is split into two parts. Part A is provided for community infrastructure projects and Part B is for roads, footpaths, bridges and signage.

Previously council had approved expenditure on the following projects (July 2024):

Part A - \$366,694

- Darkan Railway Reserve Upgrade - \$140,000
- Installation of CCTV - \$78,647
- Footpath through railway reserve - \$54,700
- Shade structure over kids playground - \$16,288
- Pump and tank at town dams - \$28,000
- Glenorchy Bridge (completed) - \$49,059

Part B - \$211,517

- Clarke Road resheeting/sheeting (completed) - \$90,108
- New white lines Darkan South Road (completed) - \$35,609
- Footpaths connecting Burrowes street and Coalfields Hwy - \$15,800
- Replace asphalt and line marking on Coalfields Hwy (near pub) - \$70,000

COMMENT:

Due to the changes at the swimming pool and a requirement by the contractor for a kiosk, it is proposed to modify the project list to include the kiosk. A works schedule has been submitted to the funding body and has been approved. Projects need to be completed by June 2025.

CONSULTATION:

LRCI Program administrators
Shire Works Manager

STATUTORY ENVIRONMENT:

Local Government Act 1995
s6.8 Expenditure from municipal fund not included in annual budget

POLICY IMPLICATIONS:

C5 - CCTV & Data Management
F29 – Purchasing Policy

FINANCIAL IMPLICATIONS:

No change to the funding received, monies will be reallocated.

STRATEGIC IMPLICATIONS:

Shire of West Arthur Strategic Community Plan 2021-2031
Theme: Built Environment
Strategy: Our roads, towns and facilities are well maintained and reflect our rural identity and heritage.
Outcome 4.2 – Our built infrastructure is well maintained, attractive and inviting

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct

- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Risk of losing funding due to inability to get the projects undertaken within required timeframe
Risk Likelihood (based on history and with existing controls)	Likely (4)
Risk Consequence	Moderate (3)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	High (12)
Principal Risk Theme	Inadequate project or change management
Risk Action Plan (Controls or Treatment Proposed)	Decide on redistribution of funds and undertake works in a timely manner

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council, by absolute majority, approve the following allocation of funds under the Local Roads and Community Infrastructure Program:

Part A - \$366,694

- Darkan Railway Reserve Upgrade - \$140,000
- Installation of CCTV - \$78,647
- Glenorchy Bridge (completed) - \$49,059
- Footpath through railway reserve - \$39,988
- Upgrade of infrastructure associated with the town dam - \$29,000
- Construction of a kiosk at the Darkan Swimming pool - \$30,000

Part B - \$211,517

- Clarke Road resheeting/sheeting (completed) - \$93,468
- New white lines Darkan South Road (complete) - \$35,609
- Footpaths connecting Burrowes street and Coalfields Hwy - \$45,800
- Replace asphalt and line marking on Coalfields Hwy (near pub) - \$36,640

11.4 BUDGET AMENDMENT - WASTE MANAGEMENT ASSESSMENT AND RECOMMENDATIONS

File Reference:	ADM752
Location:	N/A
Applicant:	N/A
Author:	Vin Fordham Lamont, Chief Executive Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	28/10/2024
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

Council is requested to consider an amendment to the adopted 2024/2025 annual budget to accommodate the cost of a Waste Management report from a WALGA accredited consultant.

BACKGROUND:

There have been a number of recent changes to waste management legislation and practices which have affected or will affect the Shire's existing operations. Council will need to make decisions about a suitable date to close the Duranillin land fill, the need to man the Darkan land fill, and how to accommodate new provisions for the collection and disposal of e-waste.

Essentially, the Shire needs to have a Waste Management Plan to guide our decision-making and actions into the future.

COMMENT:

On 22 October, the CEO and Manager Works and Services met with the CEO of the Shire of Woodanilling and a waste management consultant at the Woodanilling land fill. The Shire of Woodanilling is also reviewing its waste management operations and we were invited to go along and meet the consultant. He was very practical in his advice and we decided to obtain a quote from him to undertake the following:

- Site visits to the Duranillin and Darkan land fills.
- Report on compliance of the sites and operations with legislation.
- Recommendations for operations over the next 3 – 5 years.
- High level recommendation on the long term operation of the land fills.

It is anticipated that the information stemming from this work will assist Council in its decision-making around waste management operations. The quote provided comes to \$6,500.

Council's 2024/2025 annual budget includes \$11,500 of material costs allocated to general ledger account E101030 for refuse site maintenance. The Manager Works and Services has advised that he is happy for \$6,500 of this allocation to be put towards the Waste Management Plan.

The materials component of the allocation to account E101030 will need to be reduced to \$5,000 and a corresponding increase of \$6,500 applied to account E101060 Waste Management Admin. Council is requested to approve this budget amendment to allow the works to be undertaken as described above.

CONSULTATION:

Manager Works and Services

STATUTORY ENVIRONMENT:

Waste Avoidance and Resource Recovery Act 2007
Division 3 — Waste plans
Waste Avoidance and Resource Recovery (various)

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil – the cost of the work is being transferred from one part of the budget to another.

STRATEGIC IMPLICATIONS:

Community Strategic Plan West Arthur Towards 2031

Theme: Built Environment – well maintained roads and infrastructure which reflects our identity

Outcome: Our built infrastructure is well maintained, attractive and inviting

Strategy: Community facilities are continually reviewed and upgraded as required through asset management plans

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Shire's waste management facilities/operations do not comply with relevant legislation.
Risk Likelihood (based on history and with existing controls)	(5) Almost certain
Risk Consequence	(3) Moderate
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(15) High
Principal Risk Theme	Inadequate asset management. Compliance failure.
Risk Action Plan (Controls or Treatment Proposed)	Approve proposed budget amendment to carry out the work.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council approve the following amendment to the adopted 2024/2025 annual budget to accommodate the cost of a Waste Management report from a WALGA accredited consultant:

- Allocate \$6,500 to general ledger account E101060 Waste Management Admin; and
- Reduce the materials allocation to account E101030 Refuse Site Maintenance by \$6,500.

11.5 BUDGET AMENDMENT - AUSTRALIA DAY GRANT FUNDING

File Reference:	ADM166
Location:	N/A
Applicant:	N/A
Author:	Sharon Bell, Community Development Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	30/10/2024
Disclosure of Interest:	Nil
Attachments:	1. Australia Day 2025 Grant Application ↓

SUMMARY:

Council is requested to consider approving a budget amendment as a result of a successful grant application for Australia Day 2025 of \$10,000.00.

BACKGROUND:

Council adopted the budget for 2024-2025 at a Special Council Meeting held on 29 August 2024. There was no allocation in the budget for the receipt of the grant funding.

COMMENT:

The Community Development Officer submitted a grant application for Australia Day 2025 to the National Australia Day Council on 30 September 2024. The funding will be used to provide entertainment and handouts at the main Australia Day event at Lake Towerrinning and also to enable an afternoon/evening event to be held at Darkan Swimming Pool. Funding for the pool event will include the purchase of stackable chairs, live music for entertainment, and free entry to the pool from 4 p.m. It will also allow for the purchase of BBQ packs for use by attendees.

CONSULTATION:

CEO
MWS
Works Administration Officer

STATUTORY ENVIRONMENT:

Local Government Act 1995

Section 6.8 Expenditure from municipal fund not included in annual budget.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There will be additional income of \$10,000, with corresponding expenditure of \$10,000.

STRATEGIC IMPLICATIONS:

Community Strategic Plan West Arthur: Towards 2031

Theme: Community – Safe, Friendly and Inclusive

Outcome: Support available for people of all ages and abilities

Strategies: Actively support and promote a range of activities for a range of ages and abilities. Provide services and infrastructure to meet the needs of the community.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. **Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
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- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Events will not go ahead
Risk Likelihood (based on history and with existing controls)	Unlikely (2)
Risk Consequence	Insignificant (1)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (2)
Principal Risk Theme	Ineffective facility or event management

Risk Action Plan (Controls or Treatment Proposed)	Accept the grant funding and hold the events.
---	---

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council approve, by absolute majority, the following out of budget income and expenditure:

1. \$10,000 grant funding from National Australia Day Council; and
2. Corresponding \$10,000 expenditure for Australia Day 2025 events.

Australia Day 2025 Community Grant 2025 Community Grants Application Application No. AD2500124 From Shire of West Arthur

Form Submitted 30 Sep 2024, 2:19PM AEST

Background

About this grant opportunity

This grant relates to Australia Day 2025.

The National Australia Day Council (**NADC**) Community Events Grant Program makes grants available to support communities to hold an Australia Day event designed to promote the theme – ‘Reflect. Respect. Celebrate.’.

The Australia Day 2025 Community Events Grant Program (**Program**) is being made available by the NADC, with the assistance of the Australian Government. The Program makes available grants of:

- \$10,000 (GST exclusive) to assist eligible event organisers to ensure inclusive Australia Day 2025 events proceed (**Base Grant**); and
- an additional \$5,000 (GST exclusive) for events that include significant Aboriginal and/or Torres Strait Islander elements (**Additional Grant**).

Australia Day provides an opportunity for all Australians to reflect, respect and celebrate. These grants are to support inclusive events that allow communities to come together and reflect, respect and celebrate the individual and collective efforts of Australians.

Local, state and territory government entities and Australian not-for-profit organisations are eligible to apply for this grant opportunity.

Applicants are encouraged to ensure their event is inclusive of all Australians, including people with disability.

The NADC encourages applicants to work together with local Aboriginal and/or Torres Strait Islander communities to create Australia Day events that acknowledge our complete and complex history and the deep connection to Country that First Nations people have. As noted above, for events that include significant Aboriginal and/or Torres Strait Islander elements, eligible event organisers may apply for the Additional Grant of \$5,000 (GST exclusive).

Applicants are also encouraged to support local businesses and communities through the planning and execution of the event, including through fostering creation and enabling retention of local employment opportunities.

For Australia Day 2025, NADC continues to encourage the message of ‘Reflect. Respect. Celebrate.’. The NADC has created branding and design assets with this message for Australia Day 2025 (Australia Day Designs). These designs are available for use by all organisations in their Australia Day promotional collateral. Successful applicants will be required to promote this message through NADC collateral. Where organisations do not have access to local printing or production facilities, grant recipients will be able to purchase items online through the [Australia Day Council Aussie Merchandise Program](#).

A total of \$4.5 million (GST exclusive) is available through the Program. Successful applicants may only receive one grant (which may comprise of a Base Grant only or a Base Grant and an Additional Grant) through the Program and there is no guarantee or assurance that an application will be successful. Applicants who have not properly acquitted a grant provided by NADC under previous Australia Day Community Grants Programs (or similar) may not be eligible for funding.

The intended outcomes of this grant opportunity are to provide funding for Australia Day 2025 events that:

- enable Australia Day events/activities to proceed
- encourage community participation in Australia Day events/activities

Australia Day 2025 Community Grant 2025 Community Grants Application Application No. AD2500124 From Shire of West Arthur

Form Submitted 30 Sep 2024, 2:19PM AEST

- reflect, respect and celebrate Aboriginal and/or Torres Strait Islander peoples' histories and cultures
- are inclusive of all Australians, including people with disability
- create or support local employment
- promote the messaging of 'Reflect. Respect. Celebrate.'

Successful applicants will be required to have their event(s) listed on the [NADC's Australia Day Event Register website](#)

Applicants should read the full [program guidelines](#) before commencing this application. Applicants should also read the sample grant agreement found at the end of the program guidelines before submitting an application.

Before you begin

The application form requires information about:

- the applicant, including their ABN and their address
- the planned event, including reference to the assessment criteria
- accessibility and inclusivity elements of their events
- where the applicant is also applying for the Additional Grant of \$5,000 (GST exclusive), a clear outline of the plan to include significant Aboriginal and/or Torres Strait Islander elements and how the Additional Grant funds are proposed to be used
- a commitment to providing high quality photographs or video of their event.

In addition, the NADC requires the following with an application:

- a copy of the applicant's public liability insurance policy (certificate of currency)
- banking details, including evidence that the account is the applicant organisation's account
- for local, state or territory government applicants, written commitment that they will financially invest no less than the level of investment they made in the previously held event.

Use of Information

The information an applicant provides in their application form will be handled in accordance with the Privacy Act 1988 (Cth). For more information see the [NADC's Privacy Policy](#).

In submitting an application, the applicant agrees to the NADC collecting their personal information, including name, contact details and role in order to assess the application and for the purpose of grants administration.

The NADC's online portal is powered by SmartyGrants, an enterprise of Our Community Pty Ltd. To use the portal, applicants will be asked to register and agree to [Our Community's Privacy Policy](#) and [Terms of Use](#).

Complaints

Applicants should address any complaints regarding this grant opportunity in writing to the NADC through the Contact Officer.

Application and Agreement

Australia Day 2025 Community Grant 2025 Community Grants Application Application No. AD2500124 From Shire of West Arthur

Form Submitted 30 Sep 2024, 2:19PM AEST

Successful applicants will be required to enter into a short form agreement with the NADC. This will be sent to successful applicants electronically via email at the time that an applicant is notified that its application for a grant has been successful.

Applicants are able to download a copy of the sample agreement. These terms and conditions cannot be changed.

The applicant will need to provide banking details including evidence that the account is an account of the entity applying for the grant.

Notification of Outcome

The NADC will use best endeavours to advise the outcome of an application within **20 business days** of the closing date for submission.

Tips

This form is an online form. The answers provided go directly into the NADC database and will be used to generate reports and other documents throughout the assessment process as well as any resulting grant agreement, if the applicant's application is successful.

Please take care to answer carefully and clearly.

Please note red warning boxes may appear where pages have compulsory questions. Where a response needs to be provided in a certain format, tips will also appear in these boxes, e.g. for address you may see "must have a postcode".

Eligibility

*** indicates a required field**

Please indicate which of the available grant opportunities you are applying for: *

- ☒ \$10,000 (GST exclusive), to assist eligible event organisers to ensure inclusive Australia Day events proceed (Base Grant)
- ☐ An additional \$5,000 (GST exclusive) for events that include significant Aboriginal and/or Torres Strait Islander elements (Additional Grant)

At least 1 choice must be selected.

Tick any that apply.

Organisation Type

To be considered for this grant opportunity, the applicant must be one of the types of organisations below. If your organisation does not fall into one of these categories, you are not eligible to apply.

Is the applicant applying on behalf of: *

- ☒ an Australian local government entity
- ☐ an Australian state or territory government entity
- ☐ an Australian not-for-profit organisation

Select one only

Public Liability Insurance

To be eligible for funding the applicant must have public liability insurance.

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In general, public liability insurance should be a minimum of \$10 million, and preferably not less than \$20 million.

Please list the amount of coverage included in your public liability insurance policy and upload a copy of your certificate of currency.

Does the applicant hold current public liability insurance? *

☒ Yes ☐ No

When is the public liability insurance valid until? *

30/06/2025

Must be a date.

Level of coverage *

\$100,000,000.00

Must be a dollar amount and at least 10000000.

Attach a copy of the certificate of currency *

Filename: WESTA- PL - Certificate of Currency - 2024-2025.pdf

File size: 24.8 kB

Applicant Details

*** indicates a required field**

Applicant Details

Organisation Name *

Shire of West Arthur

Applicant ABN *

96 912 320 795

Information from the Australian Business Register

ABN	96 912 320 795
Entity name	SHIRE OF WEST ARTHUR
ABN status	Active
Entity type	Local Government Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	6392 WA

Information retrieved at 2:12am today

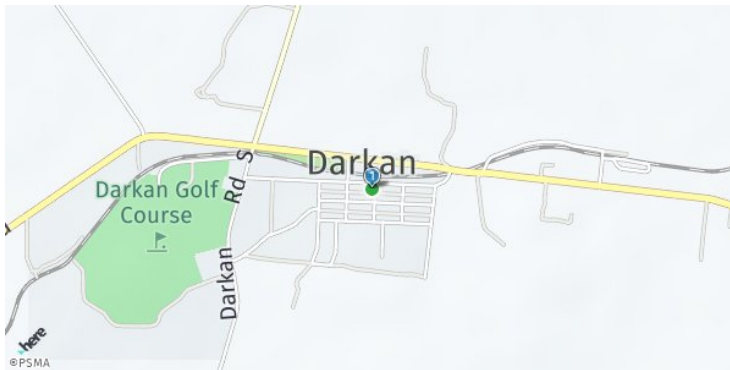
Australia Day 2025 Community Grant 2025 Community Grants Application Application No. AD2500124 From Shire of West Arthur

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Must be an ABN.

Applicant Street Address *

31 Burrowes St W
Darkan WA 6392 Australia



Latitude: -33.33701 | Longitude: 116.74145

Please check the location of the pin is accurate and move it if needed.

The Applicant's LGA is:

Shire Of West Arthur

Postal Address *

PO Box 112
Darkan WA 6392 Australia

If entering a PO Box use "cant find my address" option and type in details

Funds

The Grant amount plus GST will be payable to the Grantee.

Following receipt of the successful applicant's acceptance of the Agreement and a correctly rendered invoice, the NADC will use best endeavours to make payment to the successful applicant's nominated bank account within 10 business days.

The Grantee's bank account for payment will be specified in item 7 of the Agreement Details.

Grantee's Bank Details

The nominated bank account into which the Funds are to be paid is:

*

Account Name: Shire of West Arthur
Municipal Account

BSB Number: 086724
Account Number: 508314385

Must be a valid Australian bank account format.

Bank Name *

National Australia Bank

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Please attach a bank statement, letter from the bank or other evidence that clearly shows that the nominated bank account is your organisation's bank account.

Evidence of Bank Account *

Filename: 25092024083248-0001.pdf
File size: 150.3 kB

If there are any changes to your banking information, please submit an updated bank statement to grants@australiaday.org.au at soon as possible. Invoices with bank details not matching the original application will not be approved.

Australia Day Experience

Please indicate whether the applicant has previously participated in or delivered any of the following: *

- ☒ NADC Australia Day Grant Program
- ☐ The NADC Australia Day Ambassador Program
- ☐ NADC Australia Day Activities
- ☐ Delivery of small community Australia Day Events
- ☐ Delivery of large scale Australia Day celebrations
- ☐ None of the above

Tick all that apply

Event Details

*** Indicates a required field**

Event Summary

Event Title *

Australia Day 2025

An overall title for your event or group of events.

Short Summary *

The Shire of West Arthur will host two events; a free community breakfast at Lake Towerrinning, and a free afternoon/evening event at the Darkan Swimming Pool.

Please provide a short summary of all your event(s). Must be no more than 35 words.

Event(s) can be existing or new, and must be held on Australia Day, 26 January 2025. Events could include, but are not limited to, the choices provided in the list/s below.

Is the planned event a new or existing event that the applicant has run before? *

- ☐ New event
- ☒ Existing event

How many separate events are you planning to host? *

2

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Must be a number.

Please add as many events as needed by clicking the **Add More** button at the end of an event eg: if you are running 3 events, 3 event sections should be filled in below.

Your Investment

Please outline the amount the applicant invested in this existing event last time the applicant ran it and how much the applicant intends to invest in the 2025 event (**not including grant funding**).

This amount should not include contra and sponsorship arrangements.

Past amount invested *

\$2,000.00

Not including grant funding.

Amount applicant will invest in 2025 *

\$2,500.00

Must be a dollar amount.

Not including grant funding

Difference *

\$500.00

This number/amount is calculated.

Note if the applicant intends to invest less in the 2025 event than in the previous event (i.e. the difference calculation above is less than zero), the applicant will not be eligible to receive a grant.

Events

Please provide information on the type, name and location of the event(s) the applicant is seeking funding for.

The description the applicant provides will be used on the NADC Australia Day Events Website. Please describe it as if it were being advertised locally.

Name of the Event/Public Place *

Shire of West Arthur Australia Day Celebrations

Type of Event *

Community Awards

Is the event face-to-face? *

☒ Yes ☐ No

Event Website

<http://www.westarthur.wa.gov.au>

Must be a URL.

Start Date *

26/01/2025

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Must be a date and no earlier than 24/1/2025.

You will need to have at least one event on 26 January to have another event at an earlier date.

End Date *

26/01/2025

Must be a date and no later than 26/1/2025.

Will the event be held in the AM or PM? *

- ☒ AM
☐ PM

Start Time *

08.00 AM

00:00 AM/PM

Will the event end time be in the AM or PM? *

- ☒ AM
☐ PM

End Time *

11.00 AM

00:00 AM/PM

Is it a paid event? *

- ☐ Yes ☒ No

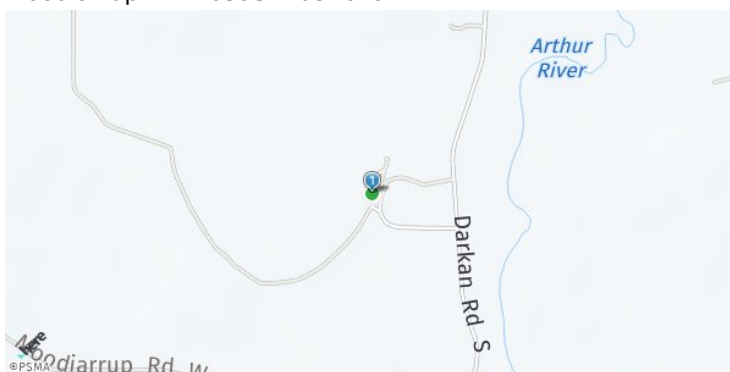
Description of event *

A free community breakfast and awards ceremony will be held at Lake Towerrinning, Moodiarrup. Breakfast will start at 8.00 am, and will be followed by the Citizen of the Year awards. Stay on for some family fun with Stand Up Paddleboarding.

For inclusion on NADC website. Must be no more than 150 words.

Location of Event/Public Place *

Lake Towerrinning Rd
Moodiarrup WA 6393 Australia



Please check the location of the pin on the map and move if needed.

Venue Name *

Lake Towerrinning

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Estimated Number of Attendees *

100

Must be a number.

Based on geocoding the address of your event, the remoteness area for the event is classified as:

Outer Regional Australia

Note: Remoteness of locations in Australia is classified using the Australian Statistical Geography Standard (ASGS) which defines Remoteness Areas into 5 classes of relative remoteness across Australia. These 5 classes of remoteness are:

- Major Cities of Australia
- Inner Regional Australia
- Outer Regional Australia
- Remote Australia
- Very Remote Australia

To add another event click Add More.**Name of the Event/Public Place ***

Australia Day at Darkan Pool

Type of Event *

Community Event

Is the event face-to-face? *☒ Yes ☐ No**Event Website**<http://www.westarthur.wa.gov.au>

Must be a URL.

Start Date *

26/01/2025

Must be a date and no earlier than 24/1/2025.

You will need to have at least one event on 26 January to have another event at an earlier date.

End Date *

26/01/2025

Must be a date and no later than 26/1/2025.

Will the event be held in the AM or PM?

- ☐ AM
☒ PM

Start Time *

04.00 PM

00:00 AM/PM

Will the event end time be in the AM or PM?

- ☐ AM

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☒ PM

End Time *

07.00 PM

00:00 AM/PM

Is it a paid event? *

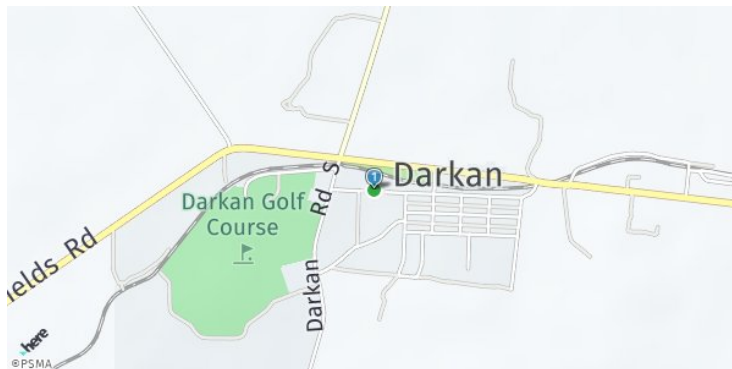
☐ Yes ☒ No

Description of event *

Join us for a family-friendly event at the Darkan Pool. Inflatables and live music will keep both children and adults entertained. Free entry to the pool from 4:00 p.m. will be provided. A juice box, ice cream, and a BBQ pack will also be provided to entrants.
For inclusion on NADC website. Must be no more than 150 words.

Location of Event/Public Place *

1 Burrowes St
Darkan WA 6392 Australia



Please check the location of the pin on the map and move if needed.

Venue Name *

Darkan Swimming Pool

Estimated Number of Attendees *

75

Must be a number.

Based on geocoding the address of your event, the remoteness area for the event is classified as:

Outer Regional Australia

Note: Remoteness of locations in Australia is classified using the Australian Statistical Geography Standard (ASGS) which defines Remoteness Areas into 5 classes of relative remoteness across Australia. These 5 classes of remoteness are:

- Major Cities of Australia
- Inner Regional Australia
- Outer Regional Australia
- Remote Australia
- Very Remote Australia

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To add another event click **Add More**.

Beneficiaries

*** indicates a required field**

What industries are expected to be the primary beneficiaries of the event(s)? *

- ☐ Hospitality industry
- ☐ Event industry
- ☐ Tourism industry
- ☒ Creative arts
- ☒ Small Business
- ☐ Other:

Tick all that apply

How and why is the proposed event(s) important to the community and how will it help to support the primary beneficiaries selected above? *

Where possible, services and materials will be purchased through small businesses in the district, including local entertainers. For the first time the Shire will be hosting two events, enabling services and materials to be utilised at both.

E.g. by engaging local businesses, organisations and individuals to provide goods and services for the event or creating or helping to retain local employment. Must be no more than 200 words.

Which, if any, economic risks, will the NADC grant funding help you to address? *

- ☐ Substantially increased costs for event planners in delivering events due to safety, inclusivity and accessibility requirements
- ☒ Risk of not being able to go ahead without financial support
- ☒ Risk of having to substantially reduce size or scope of the event without funding support
- ☐ Substantial impacts on industries involved in delivering Australia Day events
- ☐ Other:
- ☐ None of the above

Tick all that apply

Event Plan

*** indicates a required field**

An Inclusive Australia Day 2025

Applicants are encouraged to ensure their event(s) is inclusive of all Australians, including people with disability.

To help you create events that are inclusive, please refer to the Australia Human Rights Commission's [IncludeAbility](#) guides on:

- [Hosting accessible and inclusive in-person meetings and events](#)
- [Hosting accessible and inclusive online meetings and events](#)

*Note that the IncludeAbility website has a lot of information and resources that can assist you with the creation of accessible and inclusive events.

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Please indicate the measures you plan to undertake at your event(s):

- ☒ Ensure the venue/event is accessible (e.g. ramp hire)
- ☒ Ensure the event has accessible amenities (e.g. bathrooms, toilets)
- ☒ Arrange an accessible and inclusive venue layout
- ☐ Arrange Auslan interpretation
- ☐ Arrange live captioning
- ☐ Arrange accessible and inclusive media, presentations and technology
- ☒ Ensure promotion of the event is inclusive and accessible
- ☒ Ensuring activities and games are accessible and inclusive
- ☒ Arranging catering that is accessible and inclusive
- ☐ None of the above or not applicable
- ☐ Other:

At least 2 choices must be selected.

Photography/Videography

Applicants will be required to provide NADC with good quality promotional images of events, which may be used to showcase the great events and community benefits achieved by grantees.

This may include but is not limited to publishing information or images on our website, in annual reports, and in promotional material, reports and case studies.

For more information on the kind of images required [click here](#).

Applicants that do not have the appropriate skills or equipment to take quality photos or videos themselves may spend up to \$1,000 of their grant funding on a professional photographer and / or videographer.

Is the applicant equipped to take good quality photographs? *

- ☒ Yes, we have an inhouse photographer or other ability to take these photos
- ☐ No, we need to hire a photographer

Event(s) Budget

* indicates a required field

Total Amount of Funding Requested *

\$10,000.00

Must be a dollar amount and no more than 15000.

What is the total financial support you are requesting in this application?

How you will spend the grant

This budget only relates to how the applicant intends to spend the grant funding. Any significant changes to budget after submission of the application must be requested and approved through the variation request form. The budget below will automatically calculate the total and you will not be able to submit the application until the budget balances (total should equate to zero). Choose an **Event Cost Category** from the dropdown list or select **Other**. You can apply for any eligible costs related to your event(s),

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not just the examples provided in this list. You can only add one category per line but can add as many lines to the budget as needed by clicking **Add More**.

Event Cost Category	Planned Grant Expenditure
eg: Pre-recording awards or entertainment	eg: \$80,000.00
Additional cleaning supplies including soap and hand sanitizer *	\$312.00
Australia Day Designs *	\$904.00
Catering *	\$1,000.00
Other: Delivery cost - chairs *	\$609.00
Other: Chairs for lake event *	\$2,125.00
Other: Chairs for pool event *	\$1,650.00
Other: Pool Entry fees *	\$400.00
Artist/Talent fees *	\$3,000.00

Balance

This section of the form will calculate the balance for your budget (how much grant funding you have asked for less the amount you have planned to spend).

Your final balance **must equate to Zero**.

If your balance is not zero, check your expenditure to make sure you have **only listed the amounts you will spend the grant money** on and not your full event budget.

Total Planned Grant Expenditure

\$10,000.00

This number/amount is calculated.

Balance *

0

This number/amount is calculated.

Balance must be 0

TIPS

- **Make sure you click Enter or Add More after every entry to ensure the budget calculates correctly.**
- **If you need to delete a row click Minus then click on your last entered amount and click Enter again to recalculate your budget total.**

Collateral

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It is a condition of receiving a grant under the program that the message of *Reflect. Respect. Celebrate.* is promoted through NADC available collateral. **You can include the cost of collateral in your grant budget above.**

Successful applicants **must**:

- use [the Australia Day Designs](#);
- display the Australia Day Designs at an event or in a public space; and
- use the Australia Day Designs in the lead up to and on Australia Day 2025.

Please indicate the types of collateral the applicant is intending to print with the Australia Day Designs: *

- ☒ Pull up banner, 850w x 2050h
- ☐ Feather banner, 750w x 3500h
- ☒ Road banner, 10m wide x 1m high, with eyelets
- ☒ Lectern signage, front face and top
- ☒ Outdoor/Indoor posters, AO (scaleable to all A sizes)
- ☒ Vinyl banner, 3000w x 1000h, with eyelets
- ☒ Custom bunting
- ☒ Media wall, 2250w X 2250h or 1500w x 2200h
- ☐ Fitted tablecloth, 1800mm or 1200mm
- ☒ Social media selfie frame, 600mm x 900mm
- ☐ Napkins

Select all that apply

Declaration of intent

I confirm that the items with the Australia Day Designs will be on display in a public place and/or at an Australia Day event in the lead up to and on Australia Day:

*

☒ Yes

Grant Agreement

*** indicates a required field**

Please note that a sample Grant Agreement can be found attached to the program guidelines.

The general terms and conditions of the Grant Agreement cannot be changed.

Summary of the Grant Agreement

If the NADC advises the applicant that its application for a grant is successful, the applicant will be required to enter into a short form Grant Agreement with the NADC. This will be sent to successful applicants electronically via email at the time that an applicant is notified that its application for a grant has been successful.

Agreement Details

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Form Submitted 30 Sep 2024, 2:19PM AEST

Where relevant, and provided the application for a grant is successful, the Agreement Details section of a Grant Agreement will be populated with reference to the below information.

NADC

National Australia Day Council Limited ABN 76 050 300 626 NADC representative: Mark Fraser, Chief Executive Officer Old Parliament House, King George Terrace, Parkes ACT 2600 grants@australiaday.org.au

Grantee

Note: An applicant is only a 'Grantee' if the NADC advises the applicant that its application for a grant is successful.

The Grantee is the organisation listed on Applicant details on page 3 of this application.

Grantee Representative:

Applicant Contact *

Ms Sharon Bell

Person completing this application

Position *

Community Development Officer

Email *

cdo@westarthur.wa.gov.au

Must be an email address.

Phone Number *

(08) 9736 2400

Must be an Australian phone number.

Mobile Phone Number *

0428 611 706

Must be an Australian phone number.

Secondary Contact *

Mr Vincent Fordham Lamont

Primary and secondary contact details cannot be the same person.

Position *

Chief Executive Officer

Email *

ceo@westarthur.wa.gov.au

Must be an email address.

Phone Number *

(08) 9736 2400

Must be an Australian phone number.

Australia Day 2025 Community Grant 2025 Community Grants Application Application No. AD2500124 From Shire of West Arthur

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Mobile Phone Number *

0473 072 017

Must be an Australian phone number.

Reporting

By no later than 30 April 2025, the Grantee must complete and submit the online reporting form available on the applicant portal which:

- includes a declaration by the Grantee verifying the Funds have been spent in accordance with this Agreement; and
- requires the Grantee to provide copies of promotional material and photographs of the Activity, including the Australia Day Designs in a public place or at the Grantee's Australia Day 2025 event(s).

Acknowledgement of support

The Grantee **must** acknowledge the support received from the NADC by including the following statement:

'Assisted by the Australian Government through the National Australia Day Council',

and using the Australia Day Logo in accordance with the relevant [branding guidelines](#) as notified by NADC.

Agreement

On behalf of my organisation I confirm the following: *

- ☒ I agree to the terms and conditions as stated above
- ☒ If the application is successful, I agree to enter into the Grant Agreement
- ☒ I agree that the NADC can list the event(s) on the NADC Australia Day Events Register website
- ☒ I am authorised on behalf of my organisation to enter this arrangement

At least 4 choices must be selected.

Conflict of Interest

Please declare any perceived or existing conflicts of interests.

There may be a conflict of interest, or perceived conflict of interest, if the applicant or any of their personnel:

- has a professional, commercial or personal relationship with a party who is able to influence the application selection process, such as an Australian Government officer
- has a relationship with, or interest in, an organisation which is likely to interfere with or restrict the applicant from carrying out the proposed activities fairly and independently
- has a relationship with, or interest in, an organisation from which they will receive personal gain because the organisation receives a grant under the Program.

To the best of your knowledge are you aware of any Conflict of Interest in relation to this application: *

- ☐ Yes - I am aware of a conflict
- ☒ No - I am not aware of a conflict

**Australia Day 2025 Community Grant
2025 Community Grants Application
Application No. AD2500124 From Shire of West Arthur**
Form Submitted 30 Sep 2024, 2:19PM AEST

Feedback

You are nearing the end of your application, before you submit please let us know how you heard about this opportunity. We appreciate your feedback.

You may select more than one response.

How did you hear about this community grants program?

- ☐ Social media
- ☐ LG Focus publication
- ☒ Direct (NADC email communications)
- ☐ ALGA newsletter
- ☐ Australia Day 2024 Report mail out
- ☐ Other:

11.6 BUDGET AMENDMENT - AWARE FUNDING

File Reference:	ADM166
Location:	N/A
Applicant:	N/A
Author:	Sharon Bell, Community Development Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	21/11/2024
Disclosure of Interest:	Nil
Attachments:	1. AWARE Application ↓ 2. AWARE Agreement ↓

SUMMARY:

Council is requested to consider a budget amendment as a result of a successful grant application through the All West Australians Reducing Emergencies program of \$15,050 being received.

BACKGROUND:

Council adopted the budget for 2024-25 at the August 2024 Ordinary Council Meeting. There was no allocation for the receipt of the grant funding.

COMMENT:

The Community Development Officer submitted a grant application for the AWARE program to the Department of Fire and Emergency Services on 24 June 2024. The application was for emergency training in road accident management for the Shire's outside crew and a review of the Local Emergency Management Arrangements. The funding will provide for a trainer to deliver the training, and a consultant to review the LEMA.

CONSULTATION:

Chief Executive Officer
Manager Works and Services
Depot Administrator

STATUTORY ENVIRONMENT:

Local Government Act 1995

Section 6.8 Expenditure from municipal fund not included in annual budget.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There will be income of \$15,050 with corresponding expenditure of \$15,050 as described in previous sections of this agenda item.

STRATEGIC IMPLICATIONS:

West Arthur: Towards 2031

Theme: Community

Outcome: A safe place to work, live and visit

Strategy: Support for the provision of emergency services and volunteers.
Communication of risks and hazards to the community and assistance with management of these.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Training and review will not go ahead
Risk Likelihood (based on history and with existing controls)	(2) Unlikely
Risk Consequence	(4) Major
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(8) Medium

Principal Risk Theme	Inadequate safety or security practices
Risk Action Plan (Controls or Treatment Proposed)	Accept the grant funding and go ahead with the training and review

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council approve, by absolute majority, the following out of budget income and expenditure:

1. \$15,050 of AWARE grant funding from Department of Fire and Emergency Services; and
2. Corresponding \$15,050 expenditure for road accident management training and Local Emergency Management Arrangements review as per attached agreement.

AWARE2425**AWARE2425 Application Form (Version 2 of 2)****Application No. AWARE2425-014 From Shire of West Arthur**

Form Submitted 24 Jun 2024, 9:34AM AWST

**All West Australians Reducing Emergencies (AWARE)
2024-25 Application Form***** indicates a required field****Eligibility Check****Applicants must meet all the requirements below to be considered eligible for AWARE grant program funding.****My Organisation ***

- ☒ Is a local government within Western Australia
- ☒ Will comply with the terms in the Funding Agreement
- ☒ Has the capacity to deliver this project
- ☒ Is compliant with AWARE, Disaster Ready Fund (DRF) and National Disaster Risk Reduction (NDRR) grants (i.e. has no current non-compliant grant projects)

My Project *

- ☒ Will only commence after signing the Funding Agreement
- ☒ Delivers community outcomes and does not provide a commercial advantage
- ☒ Has realistic and credible outcomes, outputs, timeframes, milestones and budget
- ☒ Is not applying for funds for a capital or asset purchase, or an upgrade or maintenance
- ☒ Will commence prior to 01 February 2025

My Application *

- ☒ Is endorsed by the Chief Executive Officer (or equivalent) and Chief Financial Officer (or equivalent)
- ☒ Requests funding between \$2,500 and \$35,000, including local level risk assessment projects - no GST applied
- ☒ Contributes at least 25% of the project's total costs in cash and/ or in-kind contributions

Contact Information*** indicates a required field****Name of the Applicant Organisation ***

Shire of West Arthur

Name of the organisation applying for the grant.

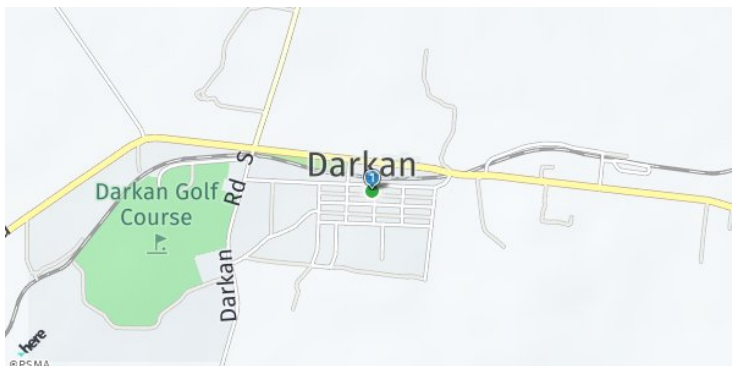
Applicant Office Address *

31 Burrowes St W

Darkan WA 6392 Australia

AWARE2425**AWARE2425 Application Form (Version 2 of 2)****Application No. AWARE2425-014 From Shire of West Arthur**

Form Submitted 24 Jun 2024, 9:34AM AWST

**Applicant Office Phone Number ***

(08) 9736 2400

Applicant Office Email *

admin@westarthur.wa.gov.au

Must be an email address.

Project Manager *

Ms Sharon Bell

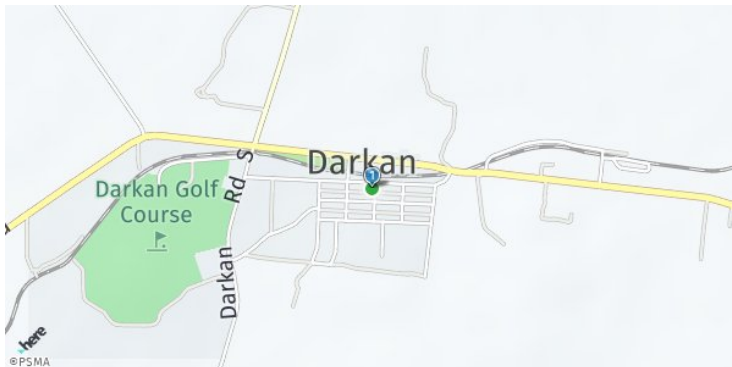
Position *

Community Development Officer

Primary Address *

31 Burrowes St W

Darkan WA 6392 Australia

**Primary Email ***

cdo@westarthur.wa.gov.au

Must be an email address.

Office Phone Number *

(08) 9736 2400

Alternate Project Contact *

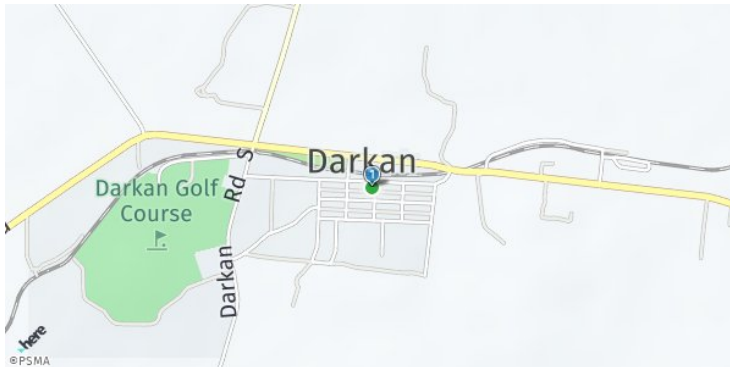
AWARE2425**AWARE2425 Application Form (Version 2 of 2)****Application No. AWARE2425-014 From Shire of West Arthur**

Form Submitted 24 Jun 2024, 9:34AM AWST

Cassandra Squires

Position *

Depot Administration

Office Address *31 Burrowes St W
Darkan WA 6392 Australia**Office Phone Number ***

(08) 9736 2400

Office Email *

worksadmin@westarthur.wa.gov.au

Must be an email address.

Project Information**Project Title ***

Emergency Training and LEMA Review in Shire of West Arthur

Start Date *

14/10/2024

Must be a date and between 1/10/2024 and 30/1/2025.

The project can only commence after the execution of the Funding Agreement by both parties. Any project activities conducted by successful projects before the establishment of Funding Agreement will be deemed ineligible for funding.

End Date *

29/11/2024

Must be a date.

Short project description *

To train works crew in emergency management, ensuring they are qualified when Shire staff are called out to assist with an emergency, including bushfires, road accidents and chemical spills. Training courses include: Initial Spill Response and Rural Fire Awareness.

Carry out a review of the LEMA, including on-site workshops and training for LEMC members.

Must be no more than 100 words.

Provide a short description about the project including it's aim and proposed outcomes.

AWARE2425**AWARE2425 Application Form (Version 2 of 2)****Application No. AWARE2425-014 From Shire of West Arthur**

Form Submitted 24 Jun 2024, 9:34AM AWST

Which category does your project align with (please select all that apply): *

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

Refer the Round Guidelines for more information on eligible activities

Application Assessment*** indicates a required field****Assessment Criteria**

Applications that meet the Eligibility Criteria will be further assessed using a pre-determined selection criteria which attributes a consistent quantitative analysis to each applicant, allowing a determination of most to least preferred.

All questions in the application contribute to the assessment of the selection criteria. The selection criteria will be applied once the preliminary review has been undertaken and core eligibility components have been deemed to be met. Assessment of the selection criteria is weighted. Selection criteria are grouped into the following categories:

Assessment Categories**Score**

Validity of the project

20

Benefit of the project

20

Value of the project

20

Project Deliverables Achievability

20

Capacity to Deliver the project

20

Validity of the Project: Score: 20**1. Capacity or Preparedness - explain how your project will enhance emergency management capacity or preparedness at a local or district level? ***

Due to the location of the Shire of West Arthur, and the lack of any emergency services being located in Darkan, the Shire is often used as first responders to emergencies, including fires, road accidents and chemical spills.

Two major roads run through the Shire: Albany Highway and Coalfields Road. Both roads are classified as Primary Distributors, carrying a large amount of freight. Within the last two months, trucks have caused emergencies; from fires sparked from moving vehicles, to a grain spill and truck rollover.

The Shire is also impacted by bush fires, with over 20% of the Shire being State Forrest. There are also tree plantations located within the Shire, putting strain on existing volunteer

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fire fighters.

By attending these trainings, the Shire staff will be able to assist on the front line until relieved by emergency services.

A review of the LEMA will be carried out, and will include the sub-categories of Emergency Animal Welfare Plan, and Higher Risk Persons and Groups Plan. An on-site workshop for LEMC members will also be held. This will ensure that the LEMA is tested, and any issues identified.

Must be no more than 250 words.

Benefit of the Project: Score: 20

This criterion addresses how the project will provide community outcomes and be sustained once grant funding ceases.

2. What areas of the State will your project benefit? *

- | | | |
|---|---|---|
| <input type="checkbox"/> Kimberley | <input type="checkbox"/> Great Southern | <input type="checkbox"/> South Metropolitan |
| <input checked="" type="checkbox"/> Wheatbelt | <input type="checkbox"/> East Metropolitan | <input type="checkbox"/> Goldfields – Esperance |
| <input type="checkbox"/> Central Metropolitan | <input type="checkbox"/> Midwest – Gascoyne | <input type="checkbox"/> North Metropolitan |
| <input type="checkbox"/> Pilbara | <input type="checkbox"/> South West | |

At least 1 choice must be selected.

3. What are the project's benefits to the WA Community and how will they be sustained once grant funding ceases? *

Being a rural Shire without close emergency services (Collie 62km west, Narrogin 75km east, Williams 43km north-east), volunteers and the Shire works crew are the primary resources for emergencies.

The training will make the community safer, as staff will be trained to respond appropriately. Once the funding has finished, the Shire will ensure that new works crew members are trained appropriately.

The review of the LEMA, along with the on-site workshop for LEMC members, will ensure that it is fit for purpose. This will ensure the plan is up to date, and suitable for the community it serves. This will give a strong foundation for the LEMA going forward.

Must be no more than 250 words.

Value of the Project: Score: 20

This criterion considers the impact of the project in relation to its cost. This includes an assessment of the feasibility of conducting the planned activities within the described budget and timeframes.

AWARE Funding Amount Requested *

\$16,050

Must be a whole dollar amount (no cents) and between 2500 and 35000.

AWARE sum (No GST) requested cannot be more than 75% of total project budget cost

Total Co-contribution *

\$10,530

Must be a dollar amount.

Total cash and in-kind combined (No GST)

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Total Project Cost

\$26,580

This number/amount is calculated.

No GST

Budget

The Grantee agrees

- to provide the following cash or in-kind contribution to the budget.
- to use the Grant (and any Other Contributions – cash and/ or in-kind) to undertake the Activity consistent with the following budget.

Description (include all expenditure e.g. labour, consultancy fees, etc)	Agency/ Organisation (Include all project partners)	Funding Source	Amount (No GST)
(include all expenditure e.g. labour, consultancy fees, etc) Must be no more than 500 characters.	Name of project part- ners contributing to the project	AWARE, Cash, Inkind	Must be a whole dollar amount (no cents).
Trainer	Fire & Safety Aus- tralia	AWARE	\$2,200
Travel	Fire & Safety Aus- tralia	AWARE	\$1,800
Accommodation	Shire of West Arthur	In-Kind	\$280
Venue Hire	West Arthur Commu- nity Resource Centre	AWARE	\$450
Handouts	Shire of West Arthur	In-Kind	\$250
Catering	Shire of West Arthur	AWARE	\$800
Wages	Shire of West Arthur	Cash	\$10,000
Local Recovery Plan	Lewis Winter	AWARE	\$4,200
LEMA Review	Lewis Winter	AWARE	\$4,800
LEMA Workshop	Lewis Winter	AWARE	\$4,800

Project Deliverables Achievability: Score: 20

This criterion assesses if the project deliverables are clear, appropriate and realistic. This includes the relationship between outputs and outcomes and the likelihood of achieving both.

Key Performance Indicators

AWARE2425**AWARE2425 Application Form (Version 2 of 2)****Application No. AWARE2425-014 From Shire of West Arthur**

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Key Performance Indicators (KPIs) are specific, actionable and realistic benchmarks used to evaluate progress against a particular outcome (both tangible and intangible actions or products the project will deliver) over time.

Evaluation Criteria is the method used to measure the success of each KPI.

Key Performance Indicators	Evaluation Criteria
Delivery of training courses	Participants pass
More staff available for emergencies	Increased staff available
Local Recovery Plan endorsed	Endorsed by Council
LEMA reviewed	Endorsed by LEMC
On-site Workshop completed	Training attended by LEMC

Milestones

List the milestones of your project (Consider your KPIs when setting the key milestones that will be demonstrating your project progress).

Milestones	Date of Completion
	Must be a date.
Commencement of training	14/10/2024
Completion of training	30/11/2024
Commencement of LRP	14/10/2024
Commencement of LEMA review	14/10/2024
Endorsement of LRP	28/11/2024
Endorsement of LEMA	29/11/2024
On-site LEMA workshop	29/11/2024

Capacity to Deliver the Project: Score: 20

This criterion considers whether the organisation is positioned to deliver the project and achieve the proposed outcomes including sufficient and suitable staff allocation to manage, support and deliver the project.

Provide a summary of skills and experience of the key personnel working on your project.

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Form Submitted 24 Jun 2024, 9:34AM AWST

Name and Role	Organisation	Relevant Skills and Experience
Sharon Bell - Community Development Officer	Shire of West Arthur	Event Management
Cassandra Squires - Depot Administration	Shire of West Arthur	Depot Administration/Supervisor
Gary Rasmussen - Manager Works Services	Shire of West Arthur	Manager
Facilitator	Fire and Safety Australia	Registered Training Organisation
Facilitator	DFES	Training Organisation
Facilitator	Lewis Winter	MEmergMgt CPRM, MAIES MRMIA

Declaration

I declare that I have read and understood the AWARE2425 Guidelines and certify that the application is complete and accurate and that I have provided claims truthfully and to the best of my abilities. *

☒ Yes

I declare that I'm aware that projects cannot commence until Funding Agreements are co-signed by all parties. DFES will not be responsible for any expenditure applicants incur, until such time as the Funding Agreements are endorsed. *

☒ Yes

I declare that my organisation and project meet all eligibility requirements. *

☒ Yes

I declare that I am authorised to submit this application on behalf of my organisation, and I will be required to enter into a contractual agreement with the WA Department of Fire and Emergency Services if I am successful. *

☒ Yes

I declare that this application has endorsement from both the Chief Executive Officer (or equivalent) and the Chief Financial Officer (or equivalent). *

☒ Yes

Chief Executive Officer (or equivalent) *

Mr Vincent Fordham Lamont

Organisation *

Shire of West Arthur

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Form Submitted 24 Jun 2024, 9:34AM AWST

Phone Number *

(08) 9736 2400

Date *

19/06/2024

Must be a date.

Email *

ceo@westarthur.wa.gov.au

Must be an email address.

I endorse the above application *☒ Yes ☐ No**Chief Financial Officer (or equivalent) ***

Mr Rajiner Sunner

Organisation *

Shire of West Arthur

Phone Number *

(08) 9736 2400

Email *

mcs@westarthur.wa.gov.au

Must be an email address.

Date *

19/06/2024

Must be a date.

I endorse the above application *☒ Yes ☐ No**Attachments (upto 25 MB)****Attachment 1**

Filename: FSA Quote - AWARE.pdf

File size: 18.0 MB

Filename: WEST ARTHUR PROPOSAL 2024.pdf

File size: 859.6 kB

Attachment 2*No files have been uploaded***Attachment 3***No files have been uploaded*

AWARE2425

AWARE2425 Application Form (Version 2 of 2)

Application No. AWARE2425-014 From Shire of West Arthur

Form Submitted 24 Jun 2024, 9:34AM AWST

Attachment 4

No files have been uploaded



FUNDING AGREEMENT

between the

**DEPARTMENT OF FIRE AND
EMERGENCY SERVICES**

and

SHIRE OF WEST ARTHUR

All West Australians Reducing Emergencies
(AWARE) Program 2024-25

Emergency Training and LEMA Review in
Shire of West Arthur

AWARE2425-014

**Funding Agreement
AWARE 2024-25**

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FUNDING AGREEMENT – AWARE2425-014

Once completed, this Funding Agreement forms an Agreement between the Department of Fire and Emergency Services (The Grantor) and the Grantee.

PARTIES TO THIS AGREEMENT

THE GRANTEE

Full legal name of Grantee	Shire of West Arthur	
Legal entity type	Local Government	
Australian Business Number (ABN)	96 912 320 795	
Postal/physical address(es)	31 Burrowes St W, Darkan, WA, 6392, Australia	
Business hours telephone	(08) 9736 2400	
Email	cdo@westarthur.wa.gov.au	

THE GRANTOR

Department of Fire and Emergency Services
Emergency Services Complex, 20 Stockton Bend
Cockburn Central WA 6164
ABN: 39 563 851 304

PARTY REPRESENTATIVES AND ADDRESS FOR NOTICES

The Parties' representatives will be responsible for liaison and the day-to-day management of the Grant, as well as accepting and issuing any written notices in relation to the Grant.

GRANTEE'S REPRESENTATIVE AND ADDRESS

Grantee's representative name	Vincent Fordham Lamont	
Position	Chief Executive Officer	
Postal/physical address(es)	31 Burrowes St W, Darkan, WA, 6392, Australia	
Business hours telephone	(08) 9736 2400	
E-mail	ceo@westarthur.wa.gov.au	

GRANTEE'S ALTERNATE REPRESENTATIVE CONTACT DETAILS

Alternate project contact will be contacted in the absence of the Project Manager for any reason.

Alternate representative name	Sharon Bell	
Position	Community Development Officer	
Postal/physical address(es)	31 Burrowes St W, Darkan, WA, 6392, Australia	
Business hours telephone	(08) 9736 2400	
E-mail	cdo@westarthur.wa.gov.au	

GRANTOR'S REPRESENTATIVE AND ADDRESS

Grantor's representative name	Olga Panferova	
Position	Grants Delivery Manager	
Postal/physical address(es)	Emergency Services Complex, 20 Stockton Bend, Cockburn Central, WA 6164	
Business hours telephone	08 9395 9915	
E-mail	DisasterResilienceGrants@dfes.wa.gov.au	

AGREEMENT

The Agreement comprises:

- (a) This Funding Agreement, including the Grant Details set out in parts A-E;
- (b) Schedule 1: General Grant Conditions;
- (c) Schedule 2: Proper Use of Grant Funding; and
- (d) any other document referenced or incorporated in the Grant Details.

This Agreement represents the Parties' entire Agreement in relation to the Grant and the relevant Activities and supersedes all prior representations, communications, agreements, statements, and understandings, whether oral or in writing.

Certain information contained in or provided under this Agreement may be used for public reporting purposes.

Grant Details

A. PURPOSE OF THE GRANT

The All West Australians Reducing Emergencies (AWARE) Program enhances Western Australia's emergency management arrangements by supporting local government capacity building and preparedness activities. To be eligible, projects must address at least one of the four categories below:

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

B. ACTIVITY

PROJECT TITLE

Emergency Training and LEMA Review in Shire of West Arthur

SUMMARY

To train works crew in emergency management, ensuring they are qualified when Shire staff are called out to assist with an emergency, including bushfires, road accidents and chemical spills. Training course is: Initial Spill Response. Carry out a review of the LEMA, including on-site workshops and training for LEMC members.

Project Start Date: The project can only commence after the execution of the funding agreement by both parties. The Project must commence prior to 1 February 2025 .	14 October 2024
Project End Date:	28 March 2025
AWARE Funding Amount Allocated (NO GST) <i>AWARE sum requested cannot be more than 75% of total project budget cost.</i>	\$15,050 <i>(do not include cents)</i>
Total Co-contribution (cash and/or in-kind combined total) (NO GST) <i>25% of the total project budget cost.</i>	10,530 <i>(do not include cents)</i>
Total Project Budget Cost	\$25,580

C. STRATEGIC PRIORITIES

This project will contribute to achieving one or more of the following strategic priority outcomes of the AWARE grant program.

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

D. ACTIVITY BUDGET AND OTHER CONTRIBUTIONS

The Grantee agrees to use the Grant (and any Other Contributions – cash and/or in-kind, at least 25% of the total project budget) to undertake the Activity consistent with the following budget:

Description of Expenditure Item (include all expenditure e.g. labour, consultancy fees, catering, etc.)	Name of Project Partners contributing to the project	Funding Source (AWARE, Cash, In-Kind)	Amount (excl. GST) \$
Accommodation	Shire of West Arthur	In-Kind	\$280
Venue Hire	West Arthur Community Resource Centre	AWARE	\$450
Handouts	Shire of West Arthur	In-Kind	\$250
Catering	Shire of West Arthur	AWARE	\$800
Trainer	Shire of West Arthur	Cash	\$2,200
Travel	Shire of West Arthur	Cash	\$1,800
Wages	Shire of West Arthur	In-kind	\$6,000
Local Recovery Plan	Lewis Winter	AWARE	\$4,200
LEMA Review	Lewis Winter	AWARE	\$4,800
LEMA Workshop	Lewis Winter	AWARE	\$4,800
TOTAL			\$25,580

E. PROJECT DELIVERABLES – KPIS AND MILESTONES

KPIs are specific, actionable and realistic benchmarks used to evaluate progress against a particular outcome (both tangible and intangible actions or products the project will deliver) over time.

Evaluation Criteria is the method used to measure the success of each KPI.

Key Performance Indicators	Evaluation Criteria
Delivery of training course	Participants pass
More staff available for emergencies	Increased staff available
Local Recovery Plan endorsed	Endorsed by Council
LEMA reviewed	Endorsed by LEMC
On-site Workshop completed	Training attended by LEMC

Milestones (list in chronological order)	Due Date
Commencement of training	14/10/2024
Completion of training	30/11/2024
Commencement of LRP	14/10/2024
Commencement of LEMA review	14/10/2024
On-site LEMA workshop	6/02/2025
Endorsement of LRP	6/03/2025
Endorsement of LEMA	6/03/2025
Updated LEMA and LRP submitted to SEMC for noting	28/03/2025
Final report and Acquittal submitted to DFES	30/04/2025

GRANT PAYMENT

The total amount of the Grant is \$15,050 (no GST applied).

The Grantee must ensure that the Grant is held in an account in the Grantee's name and which the Grantee controls, with an Authorised Deposit-Taking Institution authorised under the *Banking Act 1959* (Commonwealth) to carry on banking business in Australia. Grant funds will be expended to undertake the Activity consistent with the Activity Budget (as per **D. Activity Budget and Other Contributions – Cash and/or In-Kind**) of the executed Funding Agreement.

The project must not commence prior to the Grant Funding Agreement execution date.

Proper standards are to be maintained by the Grantee in the creation, management, maintenance and retention of financial accounts and records to enable identification of the Grant, payments, and receipts.

The Grantor reserves the right to request that the Grantee provides an independently audited financial acquittal reports verifying the Grant was spent in accordance with this Funding Agreement.

The Grantee will be responsible for any costs that are not consistent with the terms and conditions of the Grant Guidelines and Funding Agreement.

The Grantor reserves the right to withhold payment or request return of any portion of the Grant that has been spent on any aspect of the Activity that the Grantor reasonably believes is an ineligible cost. The Grantor will notify the Grantee in writing if this occurs.

If uncertain about the legibility of costs, the Grantee should:

- refer to **Schedule 2: Proper Use of Grant Funding** for additional information about compliance with financial responsibilities; or
- contact the Grantor to confirm the eligibility of the expenditure before the expenditure is incurred.

F. REPORTING

PROGRESS REPORTS

The Grantee agrees to submit quarterly Performance Reports, using the template provided by the Grantor, within the timeframes requested until the completion of the project. as per the following schedule:

Reporting Period	Report Due
January to June	15 July
July to December	15 January

The Grantor reserves the right to request other suitably certified progress reports in the form specified by the Grantor. Where two consecutive progress reports have not been submitted, a breach of contract may be issued allowing termination under **clause 19 of the Schedule 1: General Grant Conditions**.

Progress reports should include:

- The progress of the project reported against milestones, deliverables, and KPIs.
- Income and expenditure to date including in-kind if any, certified by the Chief Executive Officer of the Grantee or nominated representative.
- Details of any promotional activities undertaken, or materials produced during the reporting period.
- Evidence of project deliverables (KPIs and milestones) achieved during the reporting period.

VARIATION REQUEST FORM

The Grantee agrees to submit a Variation Request Form, using the template provided by the Grantor, if a situation arises where:

- any portion of the Grant is proposed to be spent in a way other than in accordance with the Agreement; or
- the milestones are changed in nature or timing.

The Variation Request must be approved by the Grantor in writing prior to the Grantee proceeding with, or paying for, any variation. The Variation Request must describe the proposed variation in sufficient detail to enable consideration of the request. The Grantor will advise whether the variation is approved.

If the Grantee proceeds with, or pays for, a variation without prior approval from the Grantor, the Grantee is liable to repay that amount to Grantor unless agreed otherwise. The Grantor reserves the right to undertake any other appropriate action to recover costs or resolve the variation, including requesting an independent audit of the Grantee's financial records.

FINAL REPORT

The Grantee will submit a Final Report, using the template provided by the Grantor, within **8 weeks** of the completion of the project. The Final Acquittal Report must include:

- evidence of project deliverables and evaluation of project outcomes against KPIs;
- a final statement of income and expenditure (no GST applied) signed by both the Chief Executive Officer (or accountable authority) and the Chief Financial Officer of the Grantee, including all income and in-kind contributions;
- evidence supporting project expenditure such as invoices. In-kind contributions must be expressed in monetary terms and based on industry standards.
- evidence of acknowledgement of the grant source in any media, products and promotion; and
- documents (e.g. reports / studies / plans / research) produced by the project and evidence of any other materials produced.

G. SIGNATURES

Executed as an Agreement - must be witnessed at the time of signing.

GRANTOR

Sign for and on behalf of the:

Department of Fire and Emergency Services ABN: 39 563 851 304

Name:

Position:

Signature:

Date:

Witness Name:

Signature:

Date: #

GRANTEE

Sign for and on behalf of the:

Shire of West Arthur ABN: 96 912 320 795

Name:

VINCENT FORDHAM LAMONT

Position:

CHIEF EXECUTIVE OFFICER

Signature:



Date:

3/10/24

Witness Name:

SHARON BELL

Signature:



Date: #

3-10-24

#The witness date must be the same as the signatory date.

SCHEDULE 1: GENERAL GRANT CONDITIONS

1. UNDERTAKING THE ACTIVITY

The Grantee agrees to undertake the Activity in accordance with the Grant Guidelines and the Funding Agreement

2. JURISDICTION

2.1 This Agreement is governed by the law of Western Australia (WA).

2.2 The Grantee agrees to comply with any relevant requirements of the following legislation, policies and standards when undertaking the Activity:

- (a) ISO 31000:2018 Risk Management – Guidelines;
- (b) *Building and Construction Industry (Improving Productivity) Act 2016*, including ensuring that builders are accredited under the Australian Government Building and Construction WHS Accreditation Scheme;
- (c) *Code for the Tendering and Performance of Building Works 2016*, including compliance with the *Building Code 2016*;
- (d) the legislation, policies and standards outlined in **Schedule 2: Proper Use of Grant Funding**; and
- (e) any other WA or Commonwealth legislation, policies, and standards, applicable to the Activity.

3. ACKNOWLEDGEMENTS

This program is funded by DFES in WA. The Grantee agrees to acknowledge DFES in any material published or created, in connection with this Agreement. This acknowledgement will be achieved by:

- including the DFES Logo and/or
- a statement that “This project acknowledges the funding contribution of the Department of Fire and Emergency Services.”

4. RELATIONSHIP BETWEEN THE PARTIES

A Party is not by virtue of this Agreement the employee, agent or partner of the other Party and is not authorised to bind or represent the other Party.

5. NOTICES

5.1 The Parties agree to notify the other Party of anything reasonably likely to affect the performance of the Activity or otherwise required under this Agreement.

5.2 Any notice or other communication given under this Agreement must be in writing and from an authorised officer of the Party giving notice.

5.3 The recipient must acknowledge receipt of any notice, in writing, within ten (10) business days.

6. FUNDING AGREEMENT VARIATION

This Agreement may be varied in writing only, signed by both Parties.

7. SUBCONTRACTING

7.1 The Grantee remains responsible for compliance with this Agreement, including in relation to any tasks undertaken by subcontractors.

7.2 The Grantee agrees to make available to the Grantor the details of any of its subcontractors engaged to perform any tasks in relation to this Agreement upon request.

8. CONFLICT OF INTEREST

The Grantee agrees to immediately notify the Grantor of any actual, perceived, or potential conflicts of interest which could affect its performance of this Agreement and inform the Grantor of the actions taken to resolve the conflict.

9. PAYMENT OF THE GRANT

9.1 The Grantor agrees to pay the Grant to the Grantee in compliance with the Agreement.

9.2 The Grantor will pay the Grant (no GST applied) on receipt of both a valid tax invoice and a signed Grant Agreement, provided that the project did not commence prior to the Agreement execution date.

9.3 The Grantor may by notice withhold payment of any amount of the Grant where it reasonably believes the Grantee has not complied with this Agreement or is unable to undertake the Activity.

10. SPENDING THE GRANT

- 10.1 The Grantee agrees to spend the Grant in compliance with this Agreement for the purpose of undertaking the Activity only.
- 10.2 The Grantee will be responsible for any costs that do not comply with this Agreement. Refer to ***Schedule 2: Proper Use of Grant Funding*** for additional information about compliance with financial responsibilities.
- 10.3 The Grantee is liable for any cost overruns/exceedance of the approved project budget.

11. REPAYMENT

- 11.1 The Grantor reserves the right to request the repayment of Grant funds if the Grantor reasonably believes:
- (a) funds have been spent in a way that does not comply with the Agreement;
 - (b) the Grantee is unable to undertake the Activity;
 - (c) the Grantee has proceeded with, or paid for, a variation to this Agreement without prior approval from the Grantor.
- 11.2 The Grantor may recover funds if this Agreement is terminated for any reasons outlined in clause 19.
- 11.3 Any unexpended Grant funds will be returned to the Grantor within 30 days of acceptance of the Final Acquittal Report.
- 11.4 The amount to be repaid under clause 11 may be recovered by invoice.

12. RECORD KEEPING

- 12.1 The Grantee agrees to maintain records for at least five years after the Activity Completion Date and provide copies to the Grantor upon request.
- 12.2 The Grantee agrees to identify the receipt and expenditure of the Grant and any Other Contributions separately within the Grantee's accounts and records so that the Grant is identifiable; and
- 12.3 The Grantee agrees to maintain financial accounts and records relating to the Activity to enable all receipts and payments related to the Activity to be identified and reported.

13. AUDIT

- 13.1 Under section 17 of the *Auditor General Act 2006* the Auditor General has the right to audit this Agreement.
- 13.2 If requested to do so, the Grantee agrees to provide the Grantor with independently audited financial acquittal reports verifying that the Grant was spent in accordance with this Agreement.
- 13.3 Independently audited financial acquittal reports must be audited by:
- (a) a Registered Company Auditor under the *Corporations Act 2001* (Commonwealth);
 - (b) a certified Practising Accountant;
 - (c) a member of the National Institute of Accountants; or
 - (d) a member of the Institute of Chartered Accountants; who is not a principal member, shareholder, officer or employee of the Grantee or a related body corporate.

14. ACTIVITY MATERIAL

The Grantee agrees, on request from the Grantor, to provide the Grantor with a copy of any Activity Material in the format reasonably requested by the Grantor. The Grantee provides the Grantor a permanent, non-exclusive, irrevocable, royalty-free licence (including a right to sub licence) to use, reproduce, publish, and adapt the Activity Material. This requirement survives the termination, cancellation or expiry of the Agreement.

15. ASSET OWNERSHIP

- 15.1 The Grantee agrees to be responsible for maintenance of the assets created or upgraded using the Grant.
- 15.2 Any post-project costs associated with the Activity will be the responsibility of the Grantee undertaking the project.

16. PRIVACY

16. When dealing with Personal Information in carrying out the Activity, the Grantee must not do any act or engage in any practice that would breach an Australian Privacy Principle or National Privacy Principle under the *Privacy Act 1988 (Cth)*.

17. CONFIDENTIALITY

The Parties agree not to disclose each other's confidential information without prior written consent unless required or authorised by law or Parliament.

18. INSURANCE

The Grantee will maintain adequate insurance for the duration of this Agreement and provide the Grantor with proof when requested.

19. TERMINATION FOR DEFAULT

19.1 An Event of Default occurs if:

- (a) the Grantee breaches any of its obligations under this Agreement which continues without remedy for ten (10) business days after notice in writing has been served on the Grantee by the Grantor;
- (b) the Grantee becomes insolvent or is deemed to be insolvent under the *Corporations Act 2001* (Cth); or
- (c) the Grantor has reasonable grounds to believe that the Grantee is unwilling or unable to comply with its obligations under this Agreement.

19.2 In the event of cancellation under clause 19, the Grantor will be liable only to:

- (a) pay any part of the Grant due and owing to the Grantee under this Agreement at the date of the notice; and
- (b) reimburse any reasonable expenses the Grantee unavoidably incurs that relate directly to the cancellation and are not covered by 20(a).

20. NOTICE OF TERMINATION

Subject to clause 19, a Notice of Termination will be issued by the Grantor to the Grantee stating the termination of the Agreement. The Notice must:

- (a) Cite the Event of Default that caused the termination of the Agreement.
- (b) Cite the clause(s) breached in the Agreement by the Organisation.
- (c) Cite the clause under which the Grantor is terminating the Agreement.
- (d) State that the Grantee is required to sign the Notice; and that by signing, the Grantee:
 - i. acknowledges the termination of the Agreement by the Grantor;
 - ii. agrees to return the payment of all allocated Grant Funds, as stipulated in the Notice, if applicable; and
 - iii. acknowledges that the Grantor will advise the Grantee of the terms, methods, timeframes, and any other applicable terms, by which the Grantee is to return all allocated Grant funds, if applicable.

21. CANCELLATION FOR CONVENIENCE

21.1 The Grantor may cancel this Agreement by notice, due to a change in:

- (a) Government policy; or
- (b) Control of the Grantee, which the Grantor believes will negatively affect the Grantee's ability to comply with this Agreement.

21.2 The Grantee agrees on receipt of a notice of cancellation under clause 19 to:

- (a) stop the performance of the Grantee's obligations as specified in the notice; and
- (b) take all available steps to minimise loss resulting from that cancellation.

21.3 The Grantors' liability to pay any amount under this clause is subject to:

- (a) the Grantee's compliance with this Agreement; and
- (b) the total amount of the Grant.

21.4 The Grantee will not be entitled to compensation for loss of prospective profits or benefits that would have been conferred on the Grantee.

22. INDEMNITIES

22.1 The Grantee indemnifies the Grantor, its officers, employees and contractors against any claim, loss or damage arising in connection with the Activity.

22.2 The Grantee's obligation to indemnify the Grantor will reduce proportionally to the extent any act or omission involving fault on the part of the Grantor contributed to the claim, loss or damage.

23. DISPUTE RESOLUTION

23.1 The Parties agree not to initiate legal proceedings in relation to a dispute unless they have tried and failed to resolve the dispute by negotiation.

23.2 The Parties agree to continue to perform their respective obligations under this Agreement where a dispute exists.

23.3 The procedure for dispute resolution does not apply to action relating to termination or urgent litigation.

24. SURVIVAL

Clauses 11, 12, 13, 14, 15, 16, 17, 18, 20, 21 and 22 survive termination, cancellation or expiry of this Agreement.

23. DEFINITIONS IN THIS AGREEMENT:

- **Activity** means the activities to be undertaken by the Grantee as described in the Funding Agreement.
- **Activity Material** means any Material, created or developed by the Grantee as a result of the Activity, but does not include Reporting Material.
- **Agreement** means the Funding Agreement which comprises Grant Details, General Grant Conditions, Schedules 1, 2 and any other document referenced or incorporated in the Grant Details.
- **Audit** means the verification and certification the Grant has been spent in accordance with this Agreement by an independent auditor.
- **Auditor** means an accountant in public practice, who is a certified public practitioner (or equivalent) and is a member of either Chartered Accountants Australia and New Zealand (CAANZ), CPA Australia or the Institute of Public Accountants (IPA).
- **Completion Date** means the date or event specified in the Grant Details.
- **Existing Material** means any Material that was in existence before the receipt of Program funding; or is developed independently of Program funding and that is incorporated in, supplied with or as part of, or required to be supplied with or as part of, the Activity Material.
- **General Grant Conditions** means this document.
- **Grant** means the money, or any part of it, payable by the Grantor to the Grantee as specified in the Grant Details.
- **Grantee** means the legal entity specified in the Agreement and includes, where relevant, its officers, employees, contractors and agents.
- **Grant Details** means the document titled Grant Details that forms part of this Agreement.
- **Ineligible Costs** means any costs incurred that are inconsistent with the terms and conditions of the Grant Guidelines and Funding Agreement.
- **Party** means the Grantee or Grantor.
- **Project Material** means any Material forming the final product of the Grant, including but not limited to reports, maps, data files (including geospatial data and model files).
- **Promotional Material** means any Material, created or developed by the Grantee as a result of the Activity that has been agreed by the Grantor and the Grantee as Promotional Material in the Funding Agreement for the purposes of promotion of DFES and the Activity and, where applicable, acknowledged as per clause 2.
- **Reporting Material** means all material which the Grantee is required to provide to the Grantor for grant administration and reporting purposes but does not include Activity Material.

SCHEDULE 2: PROPER USE OF GRANT FUNDING

ACCOUNTABLE AUTHORITY

The Grantee is an accountable authority for the financial management of public money and must ensure compliance with the [Financial Management Act 2006 \(part 4\)](#), [Treasurer's instructions](#), [Commissioners instructions](#) and any other written law that applies to the Grantee.

In addition, the Activity funded by the Grant should be conducted in accordance with the principles of relevant Western Australian Government policy, including the following:

- [Western Australian Government Purchasing Card Guidelines](#)
- [Public Sector Commissioner's Circulars 2009-18 Guidelines for Expenditure on Official Hospitality](#)
- [Providing Gifts, Benefits and Hospitality – Good Practice Guide for WA Public Authorities](#)
- [Conflicts of Interest – Guidelines for the WA Public Sector](#)

COSTS INELIGIBLE FOR GRANT FUNDING

The Grant may not be used to fund:

- Cash or in-kind contributions to be provided by the Grantee as described in the Activity Budget.
- Expenses due to works that commenced or are completed prior to the execution of the Funding Agreement.
- Any ongoing costs that are required to maintain the Activity beyond the completion date specified in the executed Funding Agreement.

THE GRANT MAY NOT BE USED TO PURCHASE ANY OF THE FOLLOWING:

- **Alcohol** including in relation to hospitality, functions, events, catering, corporate travel, bar tabs, mini bars and personal use. Providing alcohol has integrity, health and safety risks for public sector agencies, and may not meet community expectations.
- **Medication** including prescription and 'over the counter' medication.
- **Mementos** provided to participants at Grant funded events unless approved in the Funding Agreement or a variation request. Examples of mementos are branded or personalised pens, caps, coffee mugs, and t-shirts.

- **Coffee** unless purchased as part of a meal or catering for an event approved in the Funding Agreement.
- **Gifts** of any consumer items, goods and services, samples, discounts, and cash, including tickets to entertainment events.
- **Hospitality** except where approved in the Funding Agreement or a variation request. Hospitality includes providing meals, accommodation or travel to stakeholders, conference delegates and official visitors.
- **Benefits** that bestow personal advantage on the purchaser due to special offers, loyalty reward schemes, frequent flyer points, or other benefit schemes.
- **Travel** including overseas travel and interstate travel
- **Any other transaction** disallowed by the terms and conditions set out in this Funding Agreement or any other applicable written law, policy, instruction or standard.

PLEASE NOTE:

- The Grantee must ensure that the Grant is held in an account in the Grantee's name and which the Grantee controls, with an Authorised Deposit-Taking Institution authorised under the Banking Act 1959 (Commonwealth) to carry on banking business in Australia.
- The Grantee will be responsible for any costs that are not consistent with the terms and conditions of the Grant Guidelines and Funding Agreement.
- The Grantor reserves the right to withhold payment or request return of any portion of the Grant that has been spent on any aspect of the Activity that the Grantor reasonably believes is an ineligible cost. If uncertain about the eligibility of costs, the Grantee should refer to **Schedule 2: Proper Use of Grant Funding** for additional information about compliance with financial responsibilities; or contact the Grantor to confirm the eligibility of the expenditure before the expenditure is incurred.

12 CORPORATE SERVICES**12.1 FINANCIAL REPORTS - OCTOBER 2024**

File Reference:	ADM339
Location:	N/A
Applicant:	N/A
Author:	Melinda King, Manager Financial Reporting
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	22/11/2024
Disclosure of Interest:	Nil
Attachments:	1. Monthly Financial Report - October 2024 ↓

SUMMARY:

Council is requested to consider the financial reports for the period ending 31 October 2024.

BACKGROUND:

The financial reports for the period ending 31 October 2024 are attached.

COMMENT:

If you have any questions regarding details in the financial reports, please get in touch with the office before Council meeting so that sufficient time is given to research the request. This will enable the information to be provided at the Council meeting.

CONSULTATION:

Not required.

STATUTORY ENVIRONMENT:

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 states that a Local Government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month (the relevant month) in the following detail —

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
- (b) budget estimates to the end of the relevant month and
- (c) actual amounts of expenditure, revenue and income to the end of the relevant month and
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the relevant month, and a note containing a summary explaining the composition of the net existing assets.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There are no financial implications. Reported income and expenditure will be assessed by management as being consistent with the 2023/24 Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Ensure that the local community is provided with value for money through the prudent expenditure of rates

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Not preparing monthly financial statement which affects Council's ability to oversee the Shire's financial management.
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (2)
Principal Risk Theme	Compliance failure
Risk Action Plan (Controls or Treatment Proposed)	Prepare monthly financial statements for the Council.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council accept the financial reports for the period ending 31 October 2024 as presented.

SHIRE OF WEST ARTHUR
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 October 2024

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

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SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
General rates	10	2,118,003	2,118,003	2,113,866	(4,137)	(0.20%)	
Grants, subsidies and contributions	13	530,944	340,249	349,352	9,103	2.68%	
Fees and charges		353,890	152,474	166,802	14,328	9.40%	▲
Interest revenue		185,748	24,322	19,604	(4,718)	(19.40%)	▼
Other revenue		166,640	34,704	66,633	31,929	92.00%	▲
Profit on asset disposals	6	14,339	0	0	0	0.00%	
		3,369,564	2,669,752	2,716,257	46,505	1.74%	
Expenditure from operating activities							
Employee costs		(2,222,894)	(942,735)	(944,059)	(1,324)	(0.14%)	
Materials and contracts		(1,509,750)	(579,102)	(628,183)	(49,081)	(8.48%)	▼
Utility charges		(153,690)	(30,923)	(27,834)	3,089	9.99%	
Depreciation		(3,077,887)	(210,774)	(236,290)	(25,516)	(12.11%)	▼
Finance costs		(25,446)	(6,945)	(6,945)	0	0.00%	
Insurance		(134,430)	(134,430)	(133,040)	1,390	1.03%	
Other expenditure		(66,300)	(13,768)	(11,570)	2,198	15.96%	▲
Loss on asset disposals	6	(16,137)	0	0	0	0.00%	
		(7,206,534)	(1,918,677)	(1,987,921)	(69,244)	(3.61%)	
Non-cash amounts excluded from operating activities	Note 2(b)	3,079,685	210,774	236,290	25,516	12.11%	▲
Amount attributable to operating activities		(757,285)	961,849	964,626	2,777	0.29%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	14	1,750,780	149,583	149,356	(227)	(0.15%)	
Proceeds from disposal of assets	6	195,000	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans		31,016	7,658	7,658	0	0.00%	
		1,976,796	157,241	157,014	(227)	(0.14%)	
Outflows from investing activities							
Payments for property, plant and equipment	5	(1,684,634)	(86,300)	(87,100)	(800)	(0.93%)	
Payments for construction of infrastructure	5	(1,813,571)	(238,226)	(233,678)	4,548	1.91%	
		(3,498,205)	(324,526)	(320,778)	3,748	1.15%	
Amount attributable to investing activities		(1,521,409)	(167,285)	(163,764)	3,521	2.10%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	4	1,469,241	0	0	0	0.00%	
		1,469,241	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	11	(137,156)	(36,993)	(36,993)	0	0.00%	
Transfer to reserves	4	(479,506)	0	(6,692)	(6,692)	0.00%	
		(616,662)	(36,993)	(43,685)	(6,692)	(18.09%)	
Amount attributable to financing activities		852,579	(36,993)	(43,685)	(6,692)	(18.09%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		1,426,115	1,426,115	1,412,323	(13,792)	(0.97%)	▼
Amount attributable to operating activities		(757,285)	961,849	964,626	2,777	0.29%	
Amount attributable to investing activities		(1,521,409)	(167,285)	(163,764)	3,521	2.10%	
Amount attributable to financing activities		852,579	(36,993)	(43,685)	(6,692)	(18.09%)	▼
Surplus or deficit after imposition of general rates		(0)	2,183,686	2,169,500	(14,186)	(0.65%)	▼

KEY INFORMATION

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

* Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF WEST ARTHUR
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

	Supplementary Information	30 June 2024	31 October 2024
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	4,451,619	4,565,391
Trade and other receivables		314,921	1,127,805
Other financial assets		31,016	23,358
Inventories	8	91,855	91,855
TOTAL CURRENT ASSETS		4,889,411	5,808,409
NON-CURRENT ASSETS			
Other financial assets		310,730	310,730
Property, plant and equipment		19,787,583	19,629,399
Infrastructure		113,491,708	113,734,380
TOTAL NON-CURRENT ASSETS		133,590,021	133,674,509
TOTAL ASSETS		138,479,432	139,482,918
CURRENT LIABILITIES			
Trade and other payables	9	402,794	417,313
Other liabilities	12	208,199	353,115
Borrowings	11	137,156	100,163
Employee related provisions	12	365,491	368,843
TOTAL CURRENT LIABILITIES		1,113,640	1,239,434
NON-CURRENT LIABILITIES			
Borrowings	11	574,337	574,337
Employee related provisions		45,695	45,695
TOTAL NON-CURRENT LIABILITIES		620,032	620,032
TOTAL LIABILITIES		1,733,672	1,859,466
NET ASSETS		136,745,760	137,623,452
EQUITY			
Retained surplus		8,317,250	9,188,250
Reserve accounts	4	2,828,645	2,835,337
Revaluation surplus		125,599,865	125,599,865
TOTAL EQUITY		136,745,760	137,623,452

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

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.

Judgements and 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 that are 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:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 22 October 2024

**SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024**

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

		Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 October 2024
(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	\$	\$	\$
Current assets				
Cash and cash equivalents	3	4,375,428	4,451,619	4,565,391
Trade and other receivables		305,238	314,921	1,127,805
Other financial assets		31,016	31,016	23,358
Inventories	8	21,855	91,855	91,855
		4,733,537	4,889,411	5,808,409
Less: current liabilities				
Trade and other payables	9	(303,130)	(402,794)	(417,313)
Other liabilities	12	(208,199)	(208,199)	(353,115)
Borrowings	11	(137,156)	(137,156)	(100,163)
Employee related provisions	12	(309,447)	(365,491)	(368,843)
		(957,932)	(1,113,640)	(1,239,434)
Net current assets		3,775,605	3,775,771	4,568,975
Less: Total adjustments to net current assets	Note 2(c)	(2,349,490)	(2,363,448)	(2,399,475)
Closing funding surplus / (deficit)		1,426,115	1,412,323	2,169,500

(b) Non-cash amounts 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*.

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash amounts excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(14,339)	0	0
Add: Loss on asset disposals	6	16,137	0	0
Add: Depreciation		3,077,887	210,774	236,290
Total non-cash amounts excluded from operating activities		3,079,685	210,774	236,290

(c) Current assets and liabilities excluded from budgeted deficiency

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.

		Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 October 2024
Adjustments to net current assets		\$	\$	\$
Less: Reserve accounts	4	(2,828,645)	(2,828,645)	(2,835,337)
Less: Financial assets at amortised cost - self supporting loans	8	(31,016)	(31,016)	(23,358)
- Current financial assets at amortised cost - self supporting loans				0
- Land held for resale		0	(70,000)	(70,000)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	11	137,156	137,156	100,163
- Employee Benefit Provision		373,015	429,057	429,057
Total adjustments to net current assets	Note 2(a)	(2,349,490)	(2,363,448)	(2,399,475)

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.

SHIRE OF WEST ARTHUR
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2024

3 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 2024-25 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$ \$	Var. % %	
Revenue from operating activities			
Fees and charges	14,328	9.40%	▲
Private works fees above budget \$10,822	Permanent		
Other revenue	31,929	92.00%	▲
Reimbursement of contracted staff received - timing \$8,219	Timing		
Legal costs reimbursed less than budget year to date - timing (\$19,059)	Timing		
Staff expenses reimbursed \$10,990.	Permanent		
Sustainable development greater than budget. \$14,201.	Permanent		
Legal cost reimbursement \$8,612	Timing		
Expenditure from operating activities			
Materials and contracts	(49,081)	(8.48%)	▼
Compliance/legal costs greater than budget year to date \$31,604	Permanent		
Other accounting functions materials greater than budget year to date \$20,625	Timing		
There are several non reportable variances which offset the above variances.			
Depreciation	(25,516)	(12.11%)	▼
Depreciation is greater than budget year to date.	Permanent		
Other expenditure	2,198	15.96%	▲
Minor variances			
Non-cash amounts excluded from operating activities	25,516	12.11%	▲
Due to depreciation variance.	Permanent		
Surplus or deficit at the start of the financial year	(13,792)	(0.97%)	▼
Variance is due to post budget entries.			
Surplus or deficit after imposition of general rates	(14,186)	(0.65%)	▼
Due to variances described above			

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION

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**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.43 M	\$1.43 M	\$1.41 M	(\$0.01 M)
Closing	(\$0.00 M)	\$2.18 M	\$2.17 M	(\$0.01 M)
Refer to Statement of Financial Activity				

Cash and cash equivalents			Payables			Receivables		
	\$4.57 M	% of total		\$0.42 M	% Outstanding		\$0.09 M	% Collected
Unrestricted Cash	\$1.73 M	37.9%	Trade Payables	\$0.11 M		Rates Receivable	\$1.04 M	54.5%
Restricted Cash	\$2.84 M	62.1%	0 to 30 Days		100.0%	Trade Receivable	\$0.09 M	% Outstanding
			Over 30 Days		0.0%	Over 30 Days		15.5%
			Over 90 Days		0.0%	Over 90 Days		9.0%
Refer to 3 - Cash and Financial Assets			Refer to 9 - Payables			Refer to 7 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.76 M)	\$0.96 M	\$0.96 M	\$0.00 M
Refer to Statement of Financial Activity			

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$2.11 M	% Variance	YTD Actual	\$0.35 M	% Variance	YTD Actual	\$0.17 M	% Variance
YTD Budget	\$2.12 M	(0.2%)	YTD Budget	\$0.33 M	4.4%	YTD Budget	\$0.15 M	9.4%
Refer to 10 - Rate Revenue			Refer to 13 - Grants and Contributions			Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.52 M)	(\$0.17 M)	(\$0.16 M)	\$0.00 M
Refer to Statement of Financial Activity			

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.00 M	%	YTD Actual	\$0.23 M	% Spent	YTD Actual	\$0.15 M	% Received
Adopted Budget	\$0.20 M	0.0%	Adopted Budget	\$1.81 M	12.9%	Adopted Budget	\$1.75 M	8.5%
Refer to 6 - Disposal of Assets			Refer to 5 - Capital Acquisitions			Refer to 5 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.85 M	(\$0.04 M)	(\$0.04 M)	(\$0.01 M)
Refer to Statement of Financial Activity			

Borrowings			Reserves		
Principal repayments	(\$0.04 M)		Reserves balance	\$2.84 M	
Interest expense	(\$0.01 M)		Interest earned	\$0.01 M	
Principal due	\$0.67 M				
Refer to 11 - Borrowings			Refer to 4 - Cash Reserves		

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

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

2 KEY INFORMATION - GRAPHICAL



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

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

3 CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal cash at bank	Cash and cash equivalents	1,179,854	0	1,179,854	0	NAB	0.01%	N/A
Municipal cash at bank - CM	Cash and cash equivalents	550,000	0	550,000	0	NAB	2.55%	N/A
Reserve - CM	Cash and cash equivalents	0	1,810	1,810	0	NAB	2.55%	N/A
Reserve	Cash and cash equivalents	0	2,000,000	2,000,000	0	NAB	5.30%	26/6/2025
Reserve	Cash and cash equivalents	0	833,527	833,527	0	BOQ	4.85%	3/2/2025
Cash on hand	Cash and cash equivalents	200	0	200	0	CASH	0.00%	N/A
Total		1,730,054	2,835,337	4,565,391	0			
Comprising								
Cash and cash equivalents		1,730,054	2,835,337	4,565,391	0			
		1,730,054	2,835,337	4,565,391	0			

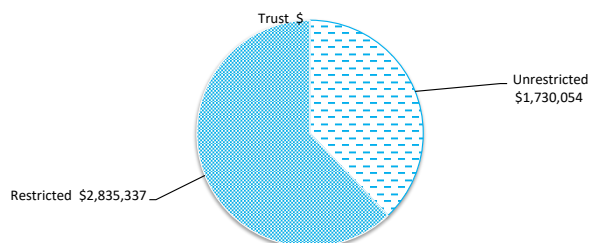
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

4 RESERVE ACCOUNTS

Reserve name	Budget Opening Balance	Budget Interest Earned	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council										
Leave Reserve	131,460	5,686	0	0	137,147	131,460	0	0	0	131,460
Plant Reserve	1,037,504	44,878	300,000	(1,007,116)	375,266	1,037,504	0	0	0	1,037,504
Building Reserve	176,231	7,623	0	(179,106)	4,748	176,231	0	0	0	176,231
Town Development Reserve	1,658	72	0	0	1,730	1,658	0	0	0	1,658
Recreation Reserve	177,182	7,664	0	(143,019)	41,827	177,182	0	0	0	177,182
Heritage Reserve	7,047	305	150	0	7,502	7,047	0	0	0	7,047
Community Housing Reserve	200,920	8,691	1,000	(50,000)	160,611	200,920	0	0	0	200,920
Waste Management Reserve	122,945	5,318	0	0	128,263	122,945	0	0	0	122,945
Darkan Swimming Pool Reserve	63,662	2,754	5,000	(30,000)	41,415	63,662	0	0	0	63,662
Information Technology Reserve	35,654	1,542	0	0	37,196	35,654	0	0	0	35,654
Darkan Sport and Community Centre Reserve	240,632	10,409	40,000	0	291,041	240,632	0	0	0	240,632
Arthur River Country Club Reserve	55,871	2,417	6,000	0	64,288	55,871	0	0	0	55,871
Museum Reserve	134,654	5,825	0	(5,000)	135,479	134,654	0	0	0	134,654
Moodiarrup Sports Club Reserve	28,281	1,223	5,000	0	34,504	28,281	0	0	0	28,281
Landcare Reserve	25,543	1,105	0	(5,000)	21,647	25,543	0	0	0	25,543
Corporate Planning and Valuation Reserve	4,829	209	0	0	5,038	4,829	0	0	0	4,829
Kids Central Reserve	7,866	340	0	0	8,206	7,866	0	0	0	7,866
The Shed Reserve	14,130	611	0	0	14,741	14,130	0	0	0	14,130
Recreation Trails Reserve	2,713	117	0	0	2,830	2,712	0	0	0	2,712
Community Gym Reserve	11,336	490	0	0	11,827	11,336	0	0	0	11,336
Economic Development Reserve	94,451	4,086	0	(50,000)	48,536	94,451	0	0	0	94,451
Road Reserve	254,077	10,990	0	0	265,068	254,077	0	0	0	254,077
Interest to allocate	-	0	0	0	0	0	6,692	0	0	6,692
	2,828,645	122,356	357,150	(1,469,241)	1,838,910	2,828,645	6,692	0	0	2,835,337

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
Capital acquisitions	\$	\$	\$	\$
Land - freehold land	203,765	7,300	6,699	(601)
Buildings - non-specialised	241,106	70,000	71,401	1,401
Furniture and equipment	78,647	0	0	0
Plant and equipment	1,161,116	9,000	9,000	0
Acquisition of property, plant and equipment	1,684,634	86,300	87,100	800
Infrastructure - roads	1,577,057	91,000	91,818	818
Infrastructure - Other	236,514	147,226	141,860	(5,366)
Acquisition of infrastructure	1,813,571	238,226	233,678	(2,948)
Total capital acquisitions	3,498,205	324,526	320,778	(2,148)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,750,780	149,583	149,356	(227)
Other (disposals & C/Fwd)	195,000	0	0	0
Reserve accounts				
Plant Reserve	1,007,116	0	0	0
Building Reserve	179,106	0	0	0
Recreation Reserve	143,019	0	0	0
Community Housing Reserve	50,000	0	0	0
Darkan Swimming Pool Reserve	30,000	0	0	0
Museum Reserve	5,000	0	0	0
Landcare Reserve	5,000	0	0	0
Economic Development Reserve	50,000	0	0	0
Contribution - operations	83,184	174,943	171,422	(3,521)
Capital funding total	3,498,205	324,526	320,778	(3,748)

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

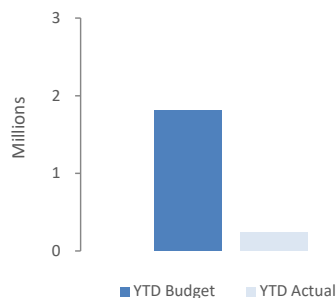
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

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



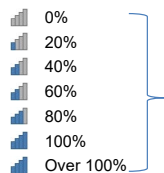
SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS - DETAILED

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.

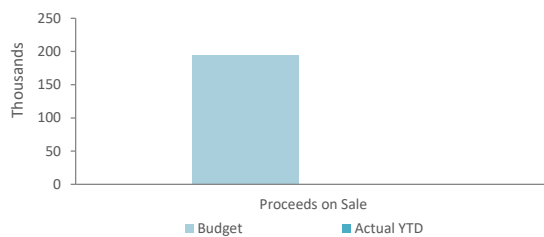
Account Description	Adopted		YTD Actual	Variance
	Budget	YTD Budget		(Under)/Over
	\$	\$	\$	\$
Furniture				0
CCTV System - Darkan	(78,647)	0	0	0
	0	0	0	0
Land & Buildings				
10 Gibbs Street renovations	(50,000)	(12,000)	(11,717)	-283
Staff house - King Street completion	(191,106)	(58,000)	(58,602)	602
Housing project head works	(176,765)	(7,000)	(6,421)	-579
Industrial Land Growden Place headworks, elec, survey	(27,000)	(300)	(278)	-22
Swimming Pool Upgrade (move to operating)	0	0	(1,082)	1082
Infrastructure				
Water Supply Program	(50,000)	(5,000)	(4,900)	-100
New Playground equipment for Kids	(106,460)	(106,460)	(106,697)	237
Shade over little kids playground and landscaping	(16,288)	0	0	0
Upgrade water infrastructure at town dam.	(28,000)	0	0	0
Heritage Trail - Darkan Townsite	(35,766)	(35,766)	(30,263)	-5503
Plant & Equipment				
Excavator and attachment 22 ton	(380,000)	0	0	0
3T Tipper for Parks	(90,000)	0	0	0
6 Wheeler 3 way Tip	(300,000)	0	0	0
3T Flatbed for Mechanic	(90,000)	0	0	0
2021 Ford Everest White Auto - Sport	(68,000)	0	0	0
2022 Ford Everest White Auto - Trend	(68,000)	0	0	0
2023 Mitsubishi Triton	(58,200)	0	0	0
2021 Kubota Petrol Mower	(30,000)	0	0	0
8000L Spray Tank	(10,000)	0	0	0
Depot Workshop Compressor	(12,916)	0	0	0
Fuel Trailer	(20,000)	0	0	0
Fast Fill Trailer fro VBFB	(9,000)	(9,000)	(9,000)	0
Traffic Light Portable Trailer	(25,000)	0	0	0
Roads				
Bowelling Duranillin Road	(366,940)	(55,000)	(55,937)	937
Boyup Brook Road (Arthur River-Dinninup Road)	(361,160)	(25,000)	(25,063)	63
Darkan Williams Road	(117,924)	0	0	0
Bowelling McAlinden Road	(129,474)	0	0	0
Cordering North Road	(390,573)	(11,000)	(10,643)	-357
Boyup Brook White line (Arthur River-Dinninup Road)	(35,488)	0	0	0
	(3,498,207)	(324,526)	(320,778)	(3,748)

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Land - freehold land								
	Industrial land Growden Place	64,059	50,000	0	(14,059)	0	0	0	0
	Plant and equipment								
	CEO vehicle	44,300	48,000	3,700	0	0	0	0	0
	MCS vehicle	39,520	48,000	8,480	0	0	0	0	0
	Works Manager Vehicle	37,656	38,000	344	0	0	0	0	0
	Mower	7,078	5,000	0	(2,078)	0	0	0	0
	Hino Truck	4,185	6,000	1,815	0	0	0	0	0
		196,798	195,000	14,339	(16,137)	0	0	0	0



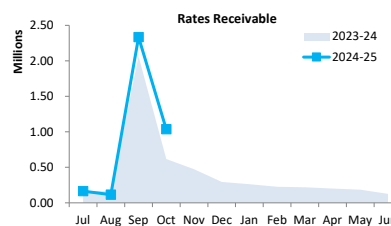
SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 Jun 2024	31 Oct 2024
Opening arrears previous years	\$ 171,494	\$ 280,916
Levied this year	1,997,367	2,113,866
Less - collections to date	(1,887,945)	(1,305,118)
Gross rates collectable	280,916	1,089,664
Allowance for impairment of rates receivable	(147,211)	(53,232)
Net rates collectable	133,705	1,036,432
% Collected	87.0%	54.5%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	77,178	5,405	575	8,215	91,373
Percentage	0.0%	84.5%	5.9%	0.6%	9.0%	
Balance per trial balance						91,373
Trade receivables						
Total receivables general outstanding						91,373

Amounts shown above include GST (where applicable)

KEY INFORMATION

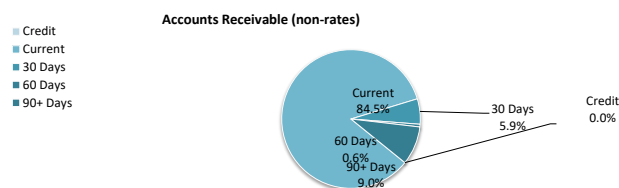
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 October 2024
	\$	\$	\$	\$
Other current assets				
Other financial assets at amortised cost				
Financial assets at amortised cost - self supporting loans	31,016		(7,658)	23,358
Inventory				
Fuel and materials	21,855	0	0	21,855
Land held for resale	70,000			70,000
Total other current assets	122,871	0	(7,658)	115,213

Amounts shown above include GST (where applicable)

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

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.

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

OPERATING ACTIVITIES

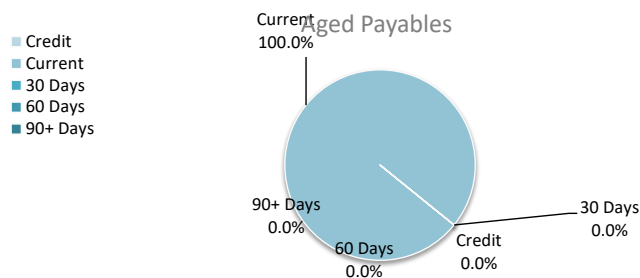
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	417,313	0	0	0	417,313
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						107,130
Accrued salaries and wages						63,568
ATO liabilities						(29,419)
Other payables						94,295
Payroll deductions						132,632
Collections						49,107
Total payables general outstanding						417,313

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.



SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

10 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	Interim	YTD Actual
	\$ (cents)	Properties	Value	Revenue	Interim	Revenue	Revenue	Rate	Total
				\$	\$	\$	\$	\$	\$
Gross rental value									
GRV Townsite	0.088276	85	744,156	65,691	0	65,691	65,691	0	65,691
GRV Commercial	0.088276	12	232,024	20,482	0	20,482	20,482	0	20,482
GRV Industrial	0.088276	7	112,580	9,938	0	9,938	9,938	0	9,938
GRV Other Townsite	0.088276	15	95,888	8,465	0	8,465	8,465	0	8,465
Unimproved value									
UV Rural	0.003254	366	585,769,000	1,906,092	0	1,906,092	1,906,092	0	1,906,092
Sub-Total		485	586,953,648	2,010,668	0	2,010,668	2,010,668	0	2,010,668
Minimum payment									
Gross rental value									
GRV Townsite	632	47	179,944	29,704	0	29,704	29,704	0	29,704
GRV Commercial	632	9	22,440	5,688	0	5,688	5,688	0	5,688
GRV Industrial	632	3	9,690	1,896	0	1,896	1,896	0	1,896
GRV Other Townsite	442	19	20,820	8,398	0	8,398	8,398	0	8,398
UV Rural	632	91	10,009,714	57,512	0	57,512	57,512	0	57,512
Sub-total		169	10,242,608	103,198	0	103,198	103,198	0	103,198
Amount from general rates						2,113,866			2,113,866
Ex-gratia rates						4,137			0
Total general rates						2,118,003			2,113,866

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

FINANCING ACTIVITIES

11 BORROWINGS

Repayments - borrowings

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
GROH Housing	70	42,521	0	0	(13,943)	(42,521)	28,578	0	(697)	(1,402)
Industrial Land	72	17,107	0	0	(2,795)	(11,312)	14,312	5,795	(140)	(421)
ERP	75	143,575	0	0	(6,492)	(27,518)	137,083	116,057	(1,499)	(5,940)
Loader	74	228,923	0	0	(6,105)	(24,789)	222,818	204,134	(2,290)	(8,791)
		432,126	0	0	(29,335)	(106,140)	402,791	325,986	(4,626)	(16,554)
Self supporting loans										
WA Cottage Homes		279,367	0	0	(7,658)	(31,016)	271,709	248,351	(2,319)	(8,892)
		279,367	0	0	(7,658)	(31,016)	271,709	248,351	(2,319)	(8,892)
Total		711,493	0	0	(36,993)	(137,156)	674,500	574,337	(6,945)	(25,446)
Current borrowings		137,156					100,163			
Non-current borrowings		574,337					574,337			
		711,493					674,500			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

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.

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		52,939		107,754	(60,716)	99,977
Capital grant/contributions liabilities		155,260	0	236,024	(138,146)	253,138
Total other liabilities		208,199	0	343,778	(198,862)	353,115
Employee Related Provisions						
Provision for annual leave		146,388	0	0	0	146,388
Provision for long service leave		219,103	0	367	0	219,470
Other leave provisions [describe]		0	0	2,985		2,985
Total Provisions		365,491	0	3,352	0	368,843
Total other current liabilities		573,690	0	347,130	(198,862)	721,958
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13 and 14

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.

SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue
	1 July 2024		(As revenue)	31 Oct 2024	31 Oct 2024			Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Grants Commission - General (WALGGC)	0	0	0	0	0	126,845	31,711	31,711
Grants Commission - Roads (WALGGC)	0	0	0	0	0	64,673	16,168	16,168
Governance								
National Australia Day Grant	0	8,000	0	8,000	8,000	0	0	0
DFES Grant - Operating	0	0	0	0	0	56,600	28,300	43,396
Mitigation funding	0	64,800	0	64,800	64,800	0	0	0
AWARE Disaster Recovery Funding	0	15,050	0	15,050	15,050	0	0	0
Education & Welfare								
Council on the Ageing	0	0	0	0	0	0	0	0
Health								
Disability Grant	0	0	0	0	0	0	0	0
Community Amenities								
Protection of the Environment	8,121	0	(8,121)	0	0	15,443	8,121	8,121
Direct Road Grant	0	0	0	0	0	204,270	204,270	204,270
FRRR Grant Income	44,818	19,904	(52,595)	12,127	12,127	62,913	46,000	45,595
	52,939	107,754	(60,716)	99,977	99,977	530,744	334,570	349,261
Contributions								
Contributions Minor	0	0	0	0	0	200	0	91
	0	0	0	0	0	200	0	91
TOTALS	52,939	107,754	(60,716)	99,977	99,977	530,944	334,570	349,352

**SHIRE OF WEST ARTHUR
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 OCTOBER 2024**

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2024	Current Liability 31 Oct 2024	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
FPC Grant	9,000	0	(9,000)	0	0	9,000	9,000	9,000
LRCIP Phase 4 - CCTV	32,151	0	0	32,151	32,151	78,647	0	0
Heritage Grant - Darkan townsite		0	0	0	0	0	0	0
LRCIP Phase 4 Playground	106,460	0	(106,460)	0	0	106,460	106,460	106,460
LRCI shade over playground	0	0	0	0	0	16,288	0	0
Heritage Grant - Darkan townsite	7,649	0	(7,649)	0	0	19,123	19,123	18,859
Roads to Recovery	0	0	0	0	0	580,535	0	0
Regional Road Group	0	191,999	(15,037)	176,962	176,962	485,400	15,000	15,037
WSFN	0	44,025	0	44,025	44,025	110,062	0	0
Footpaths LRCI						140,500	0	0
Water infrastructure LRCI	0	0	0	0	0	28,000	0	0
Housing Support Program Stream 1	0	0	0	0	0	176,765	0	0
	155,260	236,024	(138,146)	253,138.00	253,138.00	1,750,780	149,583	149,356

12.2 ACCOUNTS FOR PAYMENT LISTING - OCTOBER 2024

File Reference:	ADM338
Location:	N/A
Applicant:	N/A
Author:	Kylie Whitaker, Finance Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	14/11/2024
Disclosure of Interest:	Nil
Attachments:	1. Accounts for Payment Listing - October 2024 ↓ 2. Corporate Card Summary - 26 September to 25 October 2024 ↓

SUMMARY:

Council is requested to endorse payments of accounts for October 2024 as listed and note the attached credit card transactions.

BACKGROUND:

The schedule of accounts for payment is included as attachments for Council information.

COMMENT:

If you have any questions regarding payments in the listing, don't hesitate to contact the office before the Council meeting.

CONSULTATION:

No consultation is required.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;
and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

POLICY IMPLICATIONS:

Policy F29 – Purchasing Policy

Policy F2 – Corporate Transaction Cards Policy

FINANCIAL IMPLICATIONS:

There are no financial implications. Reported expenditure is assessed by management as being consistent with the adopted Annual Budget.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Leadership and Management

Outcome: Establish and maintain sound business and governance structures

Strategy: Comply with regulations and best practice standards to drive good decision making by Council and Staff

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management

- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Unauthorised (or incorrectly authorised) payments being made
Risk Likelihood (based on history and with existing controls)	Rare (1)
Risk Consequence	Major (4)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (4)
Principal Risk Theme	Misconduct
Risk Action Plan (Controls or Treatment Proposed)	Payments listing provided to Council each month

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council;

1. in accordance with section 13 of the Financial Management Regulations of the Local Government Act 1995 and in accordance with delegation, note October 2024 Municipal Fund vouchers 02102024.1-02102024.37, 04102024.1-04102024.34, 17102024.1-17102024.45, 29102024.1-29102024.45, Licensing, Salaries and Wages, EFT Transfers and Direct Debits totalling \$683,873.65 listed (attached) as approved for payment.
2. note the attached Corporate Credit Card facility transaction summary from 26 September to 25 October 2024.

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
1/10/2024	DIRECTDEBIT	Synergy	\$ 162.38
		Rees Rd Supply Charge and Consumption	
2/10/2024	DIRECTDEBIT	National Australia Bank	\$ 49.98
		Connect Fee August 2024	
2/10/2024	DIRECTDEBIT	WA Treasury Corporation	\$ 43,937.61
		Capital and Interest Loan Repayments	
7/10/2024	DIRECTDEBIT	Synergy	\$ 131.41
		Moodi Hall Supply Charge and Consumption	
8/10/2024	DIRECTDEBIT	Synergy	\$ 681.19
		CRC Supply Charge and Consumption	
10/10/2024	DIRECTDEBIT	Aware Super Clearing House	\$ 13,474.54
		Fortnightly Superannuation Contributions	
14/10/2024	DIRECTDEBIT	Synergy	\$ 31.14
		15 Nangip Supply Charge and Consumption	
15/10/2024	DIRECTDEBIT	Rentfind Technologies Pty Ltd	\$ 22.00
		MRI Inspect Subscription Sept 24	
17/10/2024	DIRECTDEBIT	Synergy	\$ 325.05
		Dura Hall Supply Charge and Consumption	
18/10/2024	DIRECTDEBIT	Synergy	\$ 85.01
		Town Dam Supply Charge and Consumption	
21/10/2024	DIRECTDEBIT	Water Corporation	\$ 1,417.20
		Supply Charge and Consumption for Shire Properties	
21/10/2024	DIRECTDEBIT	Telstra	\$ 194.48
		Phone and Data use for various shire accounts	
23/10/2024	DIRECTDEBIT	Synergy	\$ 1,997.38
		Supply Charge and Consumption for various Shire properties	
24/10/2024	DIRECTDEBIT	Telstra	\$ 2,593.16
		Phone and Data use for various shire accounts	
24/10/2024	DIRECTDEBIT	Water Corporation	\$ 2,152.92
		Supply Charge and Consumption for Shire Properties	
28/10/2024	DIRECTDEBIT	NAB Credit Card	\$ 8,861.75
		See attached statement	
29/10/2024	DIRECTDEBIT	Motorpass	\$ 6.59
		Arthur River Fire Brigade Fuel Card	
31/10/2024	DIRECTDEBIT	National Australia Bank	\$ 127.00
		Fee Account 086724 508314385	
31/10/2024	DIRECTDEBIT	National Australia Bank	\$ 10.00
		From A/C 50-831-4406	
31/10/2024	DIRECTDEBIT	National Australia Bank	\$ 28.49
		NAB Connect Fee Access and Usage	
31/10/2024	DIRECTDEBIT	National Australia Bank	\$ 599.37
		Merchant Fee	
10/10/2024	EFT	Salaries and Wages	\$ 74,845.53
		Payroll	
24/10/2024	EFT	Salaries and Wages	\$ 74,875.91
		Payroll	
2/10/2024	02102024.1	Air Liquide	\$ 49.28
		Monthly cylinder rental	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
2/10/2024	02102024.2	Astrotourism WA Pty Limited	\$ 3,850.00
		Annual Service Agreement	
2/10/2024	02102024.3	Blackwood Basin Group Inc	\$ 1,504.27
		Landcare Officer Role - August 2024	
2/10/2024	02102024.4	Boddington Medical Centre	\$ 844.80
		Fuel Reimbursement for Dr	
2/10/2024	02102024.5	Bunbury Machinery	\$ 611.82
		Parts and repairs - Mower	
2/10/2024	02102024.6	Burgess Rawson	\$ 236.53
		Burrowes St Darkan Lot 502 Res 49176	
2/10/2024	02102024.7	Collie River Valley Medical Centre	\$ 102.00
		Level B Specific Service	
2/10/2024	02102024.8	Darkan Agri Services	\$ 3,152.90
		Monthly expenses	
2/10/2024	02102024.9	Dept Energy, Mines, Ind Reg & Safety	\$ 56.65
		Sept24 BSL Remittance	
2/10/2024	02102024.10	DKM Workplace Solutions	\$ 206.80
		Workplace Support Services Subscription	
2/10/2024	02102024.11	Exurban Rural And Regional Planning	\$ 4,028.54
		Town Planning Consultancy Services August 24	
2/10/2024	02102024.12	Fleays Store	\$ 63.95
		Refreshments for office	
2/10/2024	02102024.13	Fuel Distributors of WA	\$ 2.20
		Star card fees - August 2024	
2/10/2024	02102024.14	Great Aussie Stock Aids	\$ 9,900.00
		Fast fill, pump and single axle trailer	
2/10/2024	02102024.15	Kidsafe WA	\$ 605.00
		Playground Inspection	
2/10/2024	02102024.16	Landgate	\$ 417.80
		Landgate - Certificate of Titles - Water	
2/10/2024	02102024.17	Lush Fire and Planning	\$ 2,860.00
		General matters	
2/10/2024	02102024.18	Madej Concreting	\$ 20,713.00
		Concrete to garage, driveway and path	
2/10/2024	02102024.19	Mcleods	\$ 1,620.42
		Drafting of a new lease between the shire	
2/10/2024	02102024.20	Metal Artwork Badges	\$ 118.80
		Gold & Jarrah Desk Plate - Cr Prowse	
2/10/2024	02102024.21	Moore Australia (WA) Pty Limited	\$ 2,200.00
		Financial Reporting Workshop	
2/10/2024	02102024.22	Narrogin Tyrepower	\$ 4,708.00
		Parts and Repairs - Raj's vehicle and R10	
2/10/2024	02102024.23	P & S Griggs Plumbing	\$ 202.63
		2/10 Hillman St - Repair hose tap and disconnect kitchen sink	
2/10/2024	02102024.24	Pederick Engineering	\$ 1,714.21
		Parts and Repairs - 18 Gibbs St, New CEO House, S3, SP83	
2/10/2024	02102024.25	Peez Mark William	\$ 100.00
		Hall bond refund	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
2/10/2024	02102024.26	QHSE Integrated Solutions Pty Ltd	\$ 218.90
		SkyTrust Intelligence System -Monthly Subscription	
2/10/2024	02102024.27	Resonline Pty Ltd	\$ 440.00
		Room Manager Monthly Fee - August and September	
2/10/2024	02102024.28	Schinzig Renee	\$ 252.93
		Reimbursement for groceries for Council Meeting Catering	
2/10/2024	02102024.29	Sharon Bell	\$ 762.65
		Reimbursement for Seniors meals - groceries	
2/10/2024	02102024.30	Spencer Signs	\$ 9,265.30
		16 signs and frames for Darkan Heritage	
2/10/2024	02102024.31	Sprys Meat Market	\$ 651.45
		Seniors meals - meat order	
2/10/2024	02102024.32	Ms Stinton	\$ 85.00
		Caravan Park refund	
2/10/2024	02102024.33	Team Global Express	\$ 217.91
		Powerforce, Bunbury Machinery, SOS Office and Jason Signs Freight	
2/10/2024	02102024.34	Thomsons Auto Parts	\$ 450.00
		Parts and Repairs - C4	
2/10/2024	02102024.35	WA Contract Ranger Services Pty Limited	\$ 561.00
		Ranger Services 28/8 and 5/9	
2/10/2024	02102024.36	Warren Blackwood Waste	\$ 3,030.59
		Waste and Recycling Collection - August 2024	
2/10/2024	02102024.37	West Arthur Community Resource Centre	\$ 3,035.72
		Betty Brown Historical Centre Promotion and Drs Hours August	
4/10/2024	04102024.1	AMPAC Debt Recovery (WA)	\$ 433.65
		Rate Recovery Costs A718	
4/10/2024	04102024.2	Australia Pacific Valuers P/L ATF The APV Uni	\$ 500.00
		Reporting Valuation Workshop	
4/10/2024	04102024.3	Avenir WA Pty Ltd trading as OPAM Consulting	\$ 3,168.00
		Expert Witness Statement (EWS)	
4/10/2024	04102024.4	Collie Mowers & More	\$ 374.10
		Parts and Repairs	
4/10/2024	04102024.5	Country Road Contracting Limited	\$ 2,024.00
		Dry hire - Rubber tyre roller	
4/10/2024	04102024.6	Darkan Agri Services	\$ 439.30
		Equipment for The Station Stop	
4/10/2024	04102024.7	Darren Fleay	\$ 150.00
		Reimbursement for Work Boots	
4/10/2024	04102024.8	Delnorth Pty Ltd	\$ 558.03
		Supply and delivery of guide posts for heritage trail	
4/10/2024	04102024.9	Duff Electrical Contracting	\$ 284.00
		Replace LED battens front office	
4/10/2024	04102024.10	E W & R J Pugh	\$ 3,928.00
		Pumping of septic tanks at Hillman St Units	
4/10/2024	04102024.11	Fleays Store	\$ 538.78
		Seniors meals - groceries	
4/10/2024	04102024.12	Fordham Lamont Vin	\$ 90.00
		Reimbursement for CEO Home Internet	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
4/10/2024	04102024.13	Happiness Co Pty Ltd	\$ 3,080.00
		Road Map to Happiness Bonfire Speaker	
4/10/2024	04102024.14	Herseys Safety Pty Ltd	\$ 1,967.79
		Various items	
4/10/2024	04102024.15	Infinitum Technologies Pty Ltd	\$ 3,697.54
		Managed Service Agreement GOLD	
4/10/2024	04102024.16	LFA First Response	\$ 1,987.36
		HeartSine Grey Adult Battery & Electrode Replace	
4/10/2024	04102024.17	LGISWA	\$ 8,365.87
		Workers Compensation Adjustment Contribution	
4/10/2024	04102024.18	Local Government Professionals Aus WA	\$ 242.00
		Induction to Local Government - New Staff Members	
4/10/2024	04102024.19	Market Creations	\$ 1,897.50
		Events Module for website	
4/10/2024	04102024.20	PFD Food Services Pty Ltd	\$ 773.90
		Lids, Containers & Muffin Wraps for Seniors Meals	
4/10/2024	04102024.21	Phoenix Glass	\$ 560.00
		Supply only strap bolts	
4/10/2024	04102024.22	Rasmussen Gary	\$ 82.90
		Reimbursement for Brass padlock 60mm	
4/10/2024	04102024.23	Roslyn King (Cleaning Contractor)	\$ 8,847.89
		Caravan Park Cleaning 21/8-25/9/24	
4/10/2024	04102024.24	Sharon Bell	\$ 134.52
		Reimbursement for Catering - Bonfire event	
4/10/2024	04102024.25	SOS Office Equipment	\$ 636.12
		Photocopier billing September 2024	
4/10/2024	04102024.26	Sprys Meat Market	\$ 187.86
		Seniors meals - meat	
4/10/2024	04102024.27	St Luke's Family Practice	\$ 165.00
		New employee medical	
4/10/2024	04102024.28	Sunner Rajinder	\$ 100.00
		Reimbursement for float for Station Stop	
4/10/2024	04102024.29	Team Global Express	\$ 105.83
		SOS Office Freight	
4/10/2024	04102024.30	Telfer Bonnie	\$ 50.00
		Reimbursement for equipment for The Station Stop	
4/10/2024	04102024.31	WA Contract Ranger Services Pty Limited	\$ 561.00
		Ranger Services 12/9 and 18/9	
4/10/2024	04102024.32	Wamerinoco Pty Ltd	\$ 194.00
		Shire of West Arthur - Outer Space Blue Shirt	
4/10/2024	04102024.33	Warragull ATF P & J South Trust	\$ 250.00
		50% contribution to Playgroup Mud Kitchen	
4/10/2024	04102024.34	Westrac Bunbury	\$ 1,017.58
		Condenser - R12	
17/10/2024	17102024.1	Afgri Equipment Australia Pty Limited	\$ 522.94
		Blade beam HWTX-616671	
17/10/2024	17102024.2	Air Liquide	\$ 49.28
		Rental cylinder fee large	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
17/10/2024	17102024.3	AMPAC Debt Recovery (WA)	\$ 2,991.06
		Rate Debt Recovery A727	
17/10/2024	17102024.4	Australia Post	\$ 1,082.94
		Postage for 24/25 Rates Notices	
17/10/2024	17102024.5	BCE Spatial Pty Ltd	\$ 3,135.00
		Contour and Feature Survey - Old Bowling Green Burrowes Street	
17/10/2024	17102024.6	Blackwood Basin Group Inc	\$ 2,229.29
		Landcare Officer Role and Travel - Sept	
17/10/2024	17102024.7	Bunbury Toyota	\$ 220.86
		Damper Assy Fuel - C22	
17/10/2024	17102024.8	Carter Road Farm	\$ 291.00
		Sales The Station Stop 24/09/2024 - 08/1	
17/10/2024	17102024.9	Coalfields Darkan Pty Limited	\$ 1,661.00
		Drinks for Bonfire event	
17/10/2024	17102024.10	Collie Mowers & More	\$ 3,639.35
		FS 131-Z brushcutter	
17/10/2024	17102024.11	Darkan Agri Services	\$ 71.30
		Materials for The Station Stop	
17/10/2024	17102024.12	Darkan Primary School	\$ 50.00
		Yr 6 Dux Award Contribution	
17/10/2024		E W & R J Pugh	\$ (3,928.00)
		Pumping of septic tanks at Hillman St Units	
17/10/2024	17102024.14	E W & R J Pugh	\$ 3,928.00
		Original payment bounced back - pay again	
17/10/2024	17102024.15	Exurban Rural And Regional Planning	\$ 2,068.67
		Town Planning Consultancy Services	
17/10/2024	17102024.16	Fleays Store	\$ 231.00
		Milk for Station Stop	
17/10/2024	17102024.17	Foster's Western Threads	\$ 239.90
		Sales The Station Stop 24/09/2024 - 08/1	
17/10/2024	17102024.18	Fuel Distributors of WA	\$ 17,012.67
		Depot Diesel and fuel for vehicles	
17/10/2024	17102024.19	GCM Agencies Pty Ltd	\$ 566.50
		Control Panel - PR0036AW-02	
17/10/2024	17102024.20	Herseys Safety Pty Ltd	\$ 1,967.79
		Original payment bounced back - pay again	
17/10/2024		Herseys Safety Pty Ltd	\$ (1,967.79)
		Various items	
17/10/2024	17102024.22	Infinitum Technologies Pty Ltd	\$ 393.25
		Magiq Cloud prompts for MFA - MFA code	
17/10/2024	17102024.23	Lubcke Adele Margaret	\$ 39.45
		Reimbursement for Coffee Cup Lids	
17/10/2024	17102024.24	Mcleods	\$ 10,642.76
		Development Application - Composting Facility	
17/10/2024	17102024.25	MJB Industries Pty Ltd	\$ 33,070.05
		600mm class 4 concrete pipe 2.34m length	
17/10/2024	17102024.26	Pres. Morrell	\$ 4,038.77
		Councillor Claim 1st Quarter 24/25	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
17/10/2024	17102024.27	Pederick Engineering	\$ 27.50
		Drill 20mm hole through 16mm plate jig	
17/10/2024	17102024.28	QHSE Integrated Solutions Pty Ltd	\$ 218.90
		SkyTrust Intelligence System -Monthly Subscription	
17/10/2024	17102024.29	Resonline Pty Ltd	\$ 220.00
		Room Manager Monthly Fee - September 2024	
17/10/2024	17102024.30	Royal Life Saving WA	\$ 165.00
		Registration form	
17/10/2024	17102024.31	Sharon Bell	\$ 104.63
		Reimbursement for Windfarm Consultation	
17/10/2024	17102024.32	SOS Office Equipment	\$ 731.34
		Photocopier billing September 2024	
17/10/2024	17102024.33	Southern Wheatbelt Tyres T/a Goodyear Autocar	\$ 1,045.45
		Duranillin Firetruck - Tyres, Fitting & Disposal	
17/10/2024	17102024.34	Spencer Signs	\$ 594.00
		Metal A-frame open signs The Station Stop	
17/10/2024	17102024.35	Sprys Meat Market	\$ 131.76
		Seniors meals - meat	
17/10/2024	17102024.36	St Luke's Family Practice	\$ 935.00
		New employee medical	
17/10/2024	17102024.37	Techvision Australia Pty Limited	\$ 2,963.40
		Copilot for Microsoft 365	
17/10/2024	17102024.38	Thomsons Auto Parts	\$ 450.00
		Original payment bounced back - pay again	
17/10/2024		Thomsons Auto Parts	\$ (450.00)
		Parts and Repairs - C4	
17/10/2024	17102024.39	Timber Insight Pty Ltd	\$ 3,824.34
		Preliminaries and project management	
17/10/2024	17102024.40	Truckline	\$ 3,242.84
		24.30K Sealed Spring Brake Chamber - SP83	
17/10/2024	17102024.41	WA Contract Ranger Services Pty Limited	\$ 561.00
		Ranger Services 26/9-2/10/24	
17/10/2024	17102024.42	WA Fire and Safety Pty Ltd	\$ 3,300.00
		BMP Burrowes Street West (Lot 309)	
17/10/2024	17102024.43	Warren Blackwood Waste	\$ 3,030.59
		Recycling September 2024	
17/10/2024	17102024.44	West Arthur Community Resource Centre	\$ 479.21
		Drs Hours 4/9 and 27/9	
17/10/2024	17102024.45	Westrac Bunbury	\$ 186.28
		G10 12M Grader	
29/10/2024	29102024.1	Afgri Equipment Australia Pty Limited	\$ 522.94
		Original payment bounced back - pay again	
29/10/2024		Afgri Equipment Australia Pty Limited	\$ (522.94)
		Blade beam HWTX-616671	
29/10/2024	29102024.2	AMPAC Debt Recovery (WA)	\$ 463.30
		Rate Recovery A976/974	
29/10/2024	29102024.3	Avenir WA Pty Ltd trading as OPAM Consulting	\$ 8,426.00
		SAT Hearing	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
29/10/2024	29102025.4	Burgess Rawson	\$ 287.57
		Burrowes St Darkan Lot 502 Res 49176	
29/10/2024	29102024.5	Carter Road Farm	\$ 66.00
		Sales The Station Stop 08/10/2024 - 21/1	
29/10/2024	29102024.6	Ms Clark	\$ 73.43
		Caravan Park refund	
29/10/2024	29102026.7	Coalfields Darkan Pty Limited	\$ 247.50
		Catering for Consultation (windfarms)	
29/10/2024	29102024.8	Collie Mowers & More	\$ 438.00
		Brushcutter STA4180 200 0474	
29/10/2024	29102024.9	Contract Aquatic	\$ 22,110.00
		Pool Management Fee	
29/10/2024	29102027.10	Cooper Gary Stuart	\$ 238.35
		Reimbursement for precoat 4L adhesion mld blocker	
29/10/2024	29102024.11	Darkan Agri Services	\$ 11,307.57
		Monthly purchases	
29/10/2024	29102024.12	E W & R J Pugh	\$ 1,891.00
		Pump main septic tank Darkan Reserve, Pump main septic tank & try to seal Arthur River Public Toilets	
29/10/2024	29102028.13	Emu Essence	\$ 101.00
		Sales The Station Stop	
29/10/2024	29102024.14	Fordham Lamont Vin	\$ 90.00
		Reimbursement for CEO Home Internet	
29/10/2024	29102024.15	Harrington Cr Karen	\$ 4,644.05
		Councillor Claim 1st Quarter 24/25	
29/10/2024	29102029.16	Harrington Philip	\$ 101.25
		Sales The Station Stop	
29/10/2024	29102024.17	Hilltop Products	\$ 165.00
		Sales The Station Stop	
29/10/2024	29102024.18	Hitachi Construction Machinery Pty Limited	\$ 1,499.10
		1000 Hour service kit HCA-ZW180-5B PL0028AW-02	
29/10/2024	29102030.19	In2Balance Pty Ltd	\$ 3,300.00
		Extension of access licence for FAO until end Dec 24	
29/10/2024	29102024.20	Infinitum Technologies Pty Ltd	\$ 3,723.94
		Managed Service Agreement - GOLD	
29/10/2024	29102024.21	Jason Signmakers	\$ 1,006.85
		BFB Road Closed Signs, 8T Bridge load limit	
29/10/2024	29102031.22	Let's Talk Flowers	\$ 567.55
		Sales The Station Stop	
29/10/2024	29102024.23	LGISWA	\$ 114,405.77
		2nd Instalment of 24/25 Insurances	
29/10/2024	29102024.24	Localise Pty Ltd	\$ 792.00
		Completion of minor strategic review	
29/10/2024	29102032.25	Lubcke Cr Robyn	\$ 1,503.58
		Councillor Claim 1st Quarter 24/25	
29/10/2024	29102024.26	Narrogin Betta	\$ 779.00
		Chef 54cm gas upright cooker - white	

**Shire of West Arthur
Creditor Payments
October 2024**

Date	Reference	Name	Amount
29/10/2024	29102024.27	Narrogin Glass And Quickfit Windscreens	\$ 1,316.89
		Front windscreen - ADAS rain sensors	
29/10/2024	29102033.28	Officeworks	\$ 67.32
		Office equipment	
29/10/2024	29102024.29	On A Whim Designs	\$ 263.90
		Sales The Station Stop	
29/10/2024	29102024.30	Pederick Engineering	\$ 1,821.33
		Hydraulic ram chrome rod	
29/10/2024	29102034.31	R W Prowse	\$ 356.39
		Councillor Claim 1st Quarter 24/25	
29/10/2024	29102024.32	Putland Motors	\$ 7,213.00
		Fit and balance tyres	
29/10/2024	29102024.33	Sharon Bell	\$ 434.29
		Reimbursement for Seniors meals - groceries	
29/10/2024	29102035.34	Smartsheet Inc	\$ 2,750.00
		Business Plan plus Premium Support Pack	
29/10/2024	29102024.35	South Cr Duncan	\$ 1,026.83
		Councillor Claim 1st Quarter 24/25	
29/10/2024	29102024.36	Sprys Meat Market	\$ 202.73
		Seniors meals - meat	
29/10/2024	29102036.37	SwanWest Blinds and Window Treatments	\$ 2,416.00
		Eyelet curtain	
29/10/2024	29102024.38	Team Global Express	\$ 288.90
		Jason Signs and SOS Office Freight	
29/10/2024	29102024.39	Telfer Bonnie	\$ 1,020.62
		Reimburse Materials Station Stop	
29/10/2024	29102037.40	Telfer Nominees (WA) Pty Limited	\$ 428.72
		Reimburse Materials for The Station Stop	
29/10/2024	29102024.41	The Wild Woolery	\$ 20.00
		Sales The Station Stop	
29/10/2024	29102024.42	WA Contract Ranger Services Pty Limited	\$ 561.00
		Ranger services 8 and 15 October 24	
29/10/2024	29102038.43	WA Country Health Service	\$ 381.00
		Emergency Attendance	
29/10/2024	29102024.44	Wagin Mechanical Repairs	\$ 7,562.45
		Service of Darkan Fire Truck and Service of Duranillin Fire Truck	
29/10/2024	29102024.45	White Amy	\$ 32.00
		Sales The Station Stop	
		VOUCHERS	AMOUNT
MUNICIPAL FUND			
		DIRECT DEBIT	\$ 76,888.65
		SALARIES & WAGES - EFT	\$ 149,721.44
		02102024.1-02102024.37	\$ 78,841.05
		04102024-04102024.34	\$ 47,392.52
		17102024.1-17102024.45	\$ 112,354.07
		29102024.1-29102024.45	\$ 206,914.12
		LICENSING OCTOBER 2024 TRANSFERS	\$ 11,761.80
		TOTAL	\$ 683,873.65

SHIRE OF WEST ARTHUR PAYMENTS OF ACCOUNTS BY NAB VISA CARD FOR THE STATEMENT PERIOD: 26/9-25/10/24				
DATE	PO NUMBER	DESCRIPTION	SOWA EXPENSE CODE	EXPENSE DESCRIPTION
07-Oct-24	100434	Starlink Internet	E142020	OTHER PROPERTY & SERVICES:Administration Overheads:Computer Maintenance
09-Sep-24	100590	Upgrade of 3 handsets for 4g network and post bag	E142020	OTHER PROPERTY & SERVICES:Administration Overheads:Computer Maintenance
14-Oct-24	100597	Accommodation for Licensing Training x2 staff	E141025	OTHER PROPERTY & SERVICES:Private Works:Online Licensing
25-Oct-24	100863	Chairs for Station Shop	E139111	ECONOMIC SERVICES:Economic Development:Sustainable Development FRRR
CARD 1 PAYMENTS				\$1,966.00
RAINDER SUNNER Cardholder Name				\$4,087.84
VINCENT FORDHAM LAMONT Authorised By CEO				
2. CARD NUMBER 4336-XXXX-XXXX-8951				
30-Sep-24	101021	Total Tools Canning Vale	E144006	OTHER PROPERTY & SERVICES:Plant Cost Overheads:Parts & Repairs
07-Oct-24	101022	Die grinder tips, Die grinder tips	E144006	RECREATION & CULTURE:Other Recreation:Parks & Gardens Mtrc
07-Oct-24	100689	Sprinkler items various	E091060	HOUSING:Community Housing:Housing Other
11-Oct-24	100770	Bacon, milk, fresh brown, tomatoes, onions, knives/forks/plates	E143005	OTHER PROPERTY & SERVICES:Works Overheads:Occupational Health & Safety
14-Oct-24	101021	Last payment of Ritchen at 7 Hillman	E091060	HOUSING:Community Housing:Housing Other
CARD 2 PAYMENTS				\$71.70
GARY RASMUSSEN Cardholder Name				\$925.32
VINCENT FORDHAM LAMONT Authorised By CEO				\$4,629.31
3. CARD NUMBER 4336-XXXX-XXXX-2128				
07-Oct-24	101001	Adblue for CEO Vehicle	E144015	OTHER PROPERTY & SERVICES:Plant Cost Overheads:Fuel & Oils
07-Oct-24	101001	Fuel for CEO Vehicle	E144015	OTHER PROPERTY & SERVICES:Plant Cost Overheads:Fuel & Oils
25-Oct-24	101000	Refreshments for CEO while representing 4WOL with the WALGA CEO	E043020	GOVERNANCE:Other Governance:VROC & Regional Collaboration
CARD 3 PAYMENTS				\$30.57
VINCENT FORDHAM LAMONT Cardholder Name				\$91.98
PRESIDENT NEIL MORRELL Authorised By Shire President				\$22.10
TOTAL NAB VISA CARD PAYMENTS 4336-XXXX-XXXX-7507				\$144.60
Direct Debit Date				\$5,861.75
				28-Oct-24

I, Kylie Whitaker, Finance Officer have reviewed the NAB visa card payments and confirm that from the descriptions on the documentation provided that:

- all transactions are expenses incurred by the Shire of West Arthur;
- all purchases have been made in accordance with the Shire of West Arthur policies and procedures;
- all purchases are in accordance with the Local Government Act 1995 and associated regulations;
- no misuse of the corporate card is evident.

Kylie Whitaker

DATE: 13.11.24

[Signature]

[Signature]



12.3 MOODIARRUP SPORTING COMPLEX - REQUEST TO USE RESERVE FUNDING

File Reference:	ADM405
Location:	Moodiarrup Sporting Complex
Applicant:	Moodiarrup Sports Complex Committee
Author:	Sharon Bell, Community Development Officer
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	31/10/2024
Disclosure of Interest:	Nil
Attachments:	<ol style="list-style-type: none">1. Moodiarrup Sporting Complex Lease ↓2. Purchasing Policy (extract) ↓3. MCS Reserve Fund ↓4. Moodiarrup Sports Complex Inc Account Summary ↓5. Kulture Koatings Quote ↓6. AllType Carpentry Quote ↓7. Hint of Tint Painting Quote - Exterior ↓8. Hint of Tint Painting Quote - Interior ↓9. MCS Committee Minutes ↓

SUMMARY:

Council is requested to consider approving out-of-budget expenditure from its Moodiarrup Sports Club Reserve for internal and external painting and a custom flake finish coating for the verandahs.

BACKGROUND:

In July 2017, the Shire of West Arthur and the Moodiarrup Sports Complex (Inc) signed an updated lease agreement with a 21-year term (based on 10 years plus 11 years). The Moodiarrup Sports Complex is a hub for sporting, recreational, and social activities.

Item 14.1 (Maintenance—Responsibilities) states that renovations require the prior written approval of the Shire of West Arthur.

The Moodiarrup Sporting Complex Management Committee verbally stated that there is an agreement that maintenance costs are split 50/50 between the Committee and the Shire; however, this is not mentioned in the lease agreement.

COMMENT:

The Moodiarrup Sports Complex Committee are applying to have maintenance work done at the Moodiarrup Sporting Complex. They sought quotes per the Shire's Purchasing Policy, receiving one for the verandah and two for the painting.

The MSC Committee have selected the Kulture Koatings and AllType Carpentry quotes, totalling a spend of \$17,163.80 (inc GST). This will require the Council to approve the transfer of Reserve funds of \$8,581.90 to the Moodiarrup Sports Complex Committee.

CONSULTATION:

Moodiarrup Sports Complex Committee
Manager Financial Reporting

STATUTORY ENVIRONMENT:

Local Government Act 1995

S6.8 Expenditure from municipal fund not included in annual budget

S6.11 Reserve Funds

POLICY IMPLICATIONS:

Investment of Surplus Funds

FINANCIAL IMPLICATIONS:

The potential loss of interest from the Reserve term deposit invested with Bendigo Bank.

STRATEGIC IMPLICATIONS:

West Arthur Towards 2031

Theme: Built Environment

Outcome: Our built infrastructure is well maintained, attractive and inviting

Strategy: Community facilities are continually reviewed and upgraded as required through asset management plans.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Release of funds without necessary safeguards
Risk Likelihood (based on history and with existing controls)	(5) Almost Certain
Risk Consequence	(4) Major
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(20) Extreme
Principal Risk Theme	Compliance failure; Community disruption
Risk Action Plan (Controls or Treatment Proposed)	Council to approve use of Reserve funds

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council approve an out-of-budget transfer of \$8,581.90 from its Moodiarrup Sports Club Reserve for the purpose of painting the interior and exterior of the club building and coating its verandahs for a special flake finish.

SHIRE OF WEST ARTHUR

("The Lessor")

and

MOODIARRUP SPORTS COMPLEX (INC)

("The Lessee")

AGREEMENT FOR LEASE

THIS AGREEMENT FOR LEASE is made the

19 day of July 2017

BETWEEN:

The Shire

SHIRE OF WEST ARTHUR of Burrowes Street, Darkan, Western Australia, a Local Government pursuant to the provisions of the Local Government Act 1995, (hereinafter called "the Lessor" which expression shall where the context so admits includes the person for the time being entitled to the reversion immediately expectant on the determination of the term hereby created), on the one part,

The Club

MOODIARRUP SPORTS COMPLEX INCORPORATED (INC) of Moodiarrup, Western Australia a Club incorporated pursuant to the provisions of the Associations Incorporation Act (hereinafter called "the Lessee" which shall include its successors) of the other part.

WITNESSES as follows:

Item 1 The Land

Pursuant to Section 46 of the Land Administration Act 1997, the Minister for Lands has by order placed with the Shire the care, control and management of the Reserve No. 37431 (MOODIARRUP Lot 21) and Reserve No. 25644 (MOODIARRUP Lot18) situated in the Shire of West Arthur for the purpose of golf links and recreation.

Item 2 The Leased Premises

The Land, including the Facility, located within the Moodiarrup sport and recreation Precinct, Moodiarrup, Western Australia, as shown for identification purposes only on the sketch annexed hereto marked "Schedule 1"

Item 3 The Term

21 Years (based on 10 years plus 11 years). The Commencement Date of the Lease Agreement shall be the latest date indicated in Execution by Representatives.

Item 4 Termination/Notice of Termination

PROVIDE ALWAYS and it is hereby agreed as follows: -

- a) If the reserved rent or any part thereof having been demanded shall be in arrears for twenty-eight days or if there shall be a breach of any stipulation or provision contained in the Schedule hereto or if the Lessee shall cease to exist, the Lessor may re-enter on the demised property and thereupon the term hereby created shall forthwith determine without prejudice to the Lessor's right and remedies in respect of any such breach.
 - i) The Lessor may give notice of termination of this Agreement to the Lessee upon the grounds that the Lessee has breached a term of this agreement, after a notice requiring the remedy of that breach within no less than 28 days has been given and the breach has not been remedied in accordance with the terms of that notice.
 - ii) The Lessee may give 28 days' notice of termination of this Agreement to the Lessor upon the grounds that the Lessee cannot meet its obligations in respect of this Agreement.

- c) The Lease may be terminated by the mutual negotiation of both parties with a minimum time frame of 6 months to allow for community consultation. All lease money payable and other liabilities will be settled by the Lessee within 28 days if not settled immediately on the day of lease termination.
- d) If, during the lease term, buildings and sporting surfaces subject to this agreement shall be damaged or destroyed by fire, storm and tempest, earthquake, explosion so as to become unfit for occupation or use then the term hereby created shall thereupon terminate, subject to agreement by both parties.
- e) If any dispute shall arise between the parties in relation to any rights or liabilities hereunder the same shall be referred to a member of the Institute of Arbitrators and Mediators for mediation and resolution.
- f). Any notice required to be given to the Lessee shall be duly served if sent by post in a prepaid letter addressed to the Secretary of the Lessee at the demised property and any notice to the Lessor shall be duly served if sent in like manner addressed to it at its then last known registered office. Any such notice shall be deemed to have been received on the day on which it ought in due course of post to have been delivered.
- h) If the Club ceases to exist the Shire may re-enter on the Land and thereupon the term hereby created shall forthwith determine without prejudice to the Shire's right and remedies in respect of any such breach.
 - i. The lessee may remove all or any buildings structures or fixtures placed by it on the land unless the lessor shall give notice to the lessee of its intention to purchase the same or any of them at a price to be agreed upon between the parties or in default of such agreement by two valuers (one to be appointed by each party) or their umpire in the manner set out in the Commercial Arbitration Act 1985.
 - ii. If the lessee shall be entitled to remove all or any buildings or structures erected on the Land to pull down and remove the same in a workmanlike manner so as not to cause any damage to the Land and forthwith after such removal to restore the sites thereof so far as possible to the natural condition thereof and to make adequate compensation to the Shire for all damage caused by the removal of buildings for leveling of the surface or otherwise.
 - iii. To deliver up the Land at the termination of the term in a condition consistent with the foregoing provisions.

Item 5 The Annual Rent (Lease Fee)
\$ 100.00 per annum (inclusive of GST) payable on the demand of the Lessor.

Annual Rent may be reviewed and altered (increased or decreased) upon the basis of the Club's financial position, Shire contributions and Council's annual Schedule of Fees and Charges.

Item 6 Rent Review Dates
Annually from Commencement date and every anniversary of that date throughout the Term.

Item 7 Use of Leased Premises
For sport and recreation purposes.

- Item 8 Special Conditions**
 8.1 Minister for Lands Consent
 This Lease is made subject to and is conditional upon the granting of consent by the Minister for Lands pursuant to the Land Administration Act (if necessary), and shall be applied for by the Shire at the cost in all things of the Club.
- 8.2 The Lessee indemnifies, and shall keep indemnified, the Lessor and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor or the Minister for Lands, or brought, maintained or made against the Lessor.
- Item 9 Ownership**
 The club house & built sporting infrastructure is owned by the Moodiarrup Sports Complex Inc.
- Item 10 Complex Management Committee**
 The Club will establish a management committee in accordance with its constitution which will comprise and executive Committee with delegates from member clubs.
- Item 11 Complex Environment**
 The Moodiarrup Sports Complex will be a single hub for club and community members for the purposes of sporting, recreational and social activities and includes:
- Club House comprising meeting and function area, office, kitchen and bar facilities, toilets and showers, and office;
 - A secure playground area;
 - Storage areas for existing user groups, Golf Club, Bowling Club, Tennis;
 - A six (6) rink synthetic turf bowling green with lighting;
 - Four (4) acrylic hard courts for tennis
 - One (1) synthetic court for tennis
 - Nine hole, eighteen tee golf links.
 - Hardstand car parking areas and site landscaping.
- Item 12 Outgoings and operational Costs**
 The Club will be responsible for all outgoings and operational costs of managing the Facility including but not be limited to land / water rates, sewerage, insurance, phone, gas, electrical, cleaning, consumables and staffing. The Club will be responsible for refuse/rubbish removal.
- Item 13 Insurances**
 13.1 The Lessee must provide Certificates of Currency from an insurance company, acceptable to the Lessor, confirming that there is in place as a minimum the following cover:
- A Public Liability
 A minimum of \$10,000,000 in respect of any one claim, or such sum nominated by the Lessor.
- B Building, Property and Contents Cover*:
 To a value agreed and through an insurer approved by the Lessor for the loss of or damage to any property (including the Lessee's own property and that of the Lessor).

C Workers Compensation

To be in effect for all employees and contractors to the satisfaction of the Lessor.

13.2 The lessee indemnifies and agrees to keep indemnified The Minister for Lands, The Shire of West Arthur and its officers and employees in respect of Loss incurred or suffered as a result of:

- (i) any breach of this agreement by The Club; or
- (ii) any negligent act, error or omission in connection with the performance of this agreement by the third party or its officers, employees or agents; PROVIDED THAT this indemnity does not apply to the extent that Loss is caused by or contributed to by The Shire of West Arthur or its officers, employees or agents.

Item 14

Maintenance

14.1 Responsibilities

The lessee will be responsible for the total cost of operating and maintaining the Leased area including the golf course, the tennis courts and the bowling green and the Complex including but not limited to fixtures and fittings, plumbing, electrical, paving, fences and gates, air conditioning and mechanical services, gas services and equipment, and renovations subject to the prior written approval of the Shire of West Arthur. This will include the cost for any internal damage, vandalism / graffiti, corrective maintenance or damage to external doors, windows, security lighting, and external surfaces.

14.2 Grounds

Not to cut down or injure any trees, plants, bushes or hedges or remove from the land any soil clay sand or other materials and not to make any excavations without first obtaining the Shire's written consent.

14.3 Structures

Not to erect any club house or other structures on the land except such club house and sheds as shall be approved of (as to site dimensions and otherwise) by the Shire or its architect after submission to it by the Club of the proposed plans and elevations.

14.4 Access

To permit the Shire and its agents at all reasonable times to enter the land to inspect the condition and for all other reasonable purposes.

Item 15

Structural Maintenance & Repairs

Structural maintenance and repairs (of the building) shall be the responsibility of the Moodiarrup Sports Complex Inc.

Item 16

Fire Management Plan

The Club has in place a Fire Management Plan.

EXECUTED BY duly authorised representatives of the Parties:

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

THE COMMON SEAL of
SHIRE OF WEST ARTHUR
was hereunto affixed by a resolution
of the Council in the presence of

)
)
)
)



Nicole Wasmann

Signature of authorised person

Nicole Wasmann
Chief Executive Officer

Date:

Ray Harrington

Signature of authorised person

Ray Harrington
Shire President

Date:

THE COMMON SEAL of
MOODIARRUP SPORTS COMPLEX
INCORPORATED (INC)
was affixed in accordance with its
Constitution in the presence of

)
)
)
)



Roselyn Abbott

Signature of authorised person

ROSELYN ABBOTT
Name of authorised person

Hon. Secretary
Office held

Date: 19-07-17

Colin Hosking

Signature of authorised person

COLIN NICHOLAS HOSKING
Name of authorised person

President

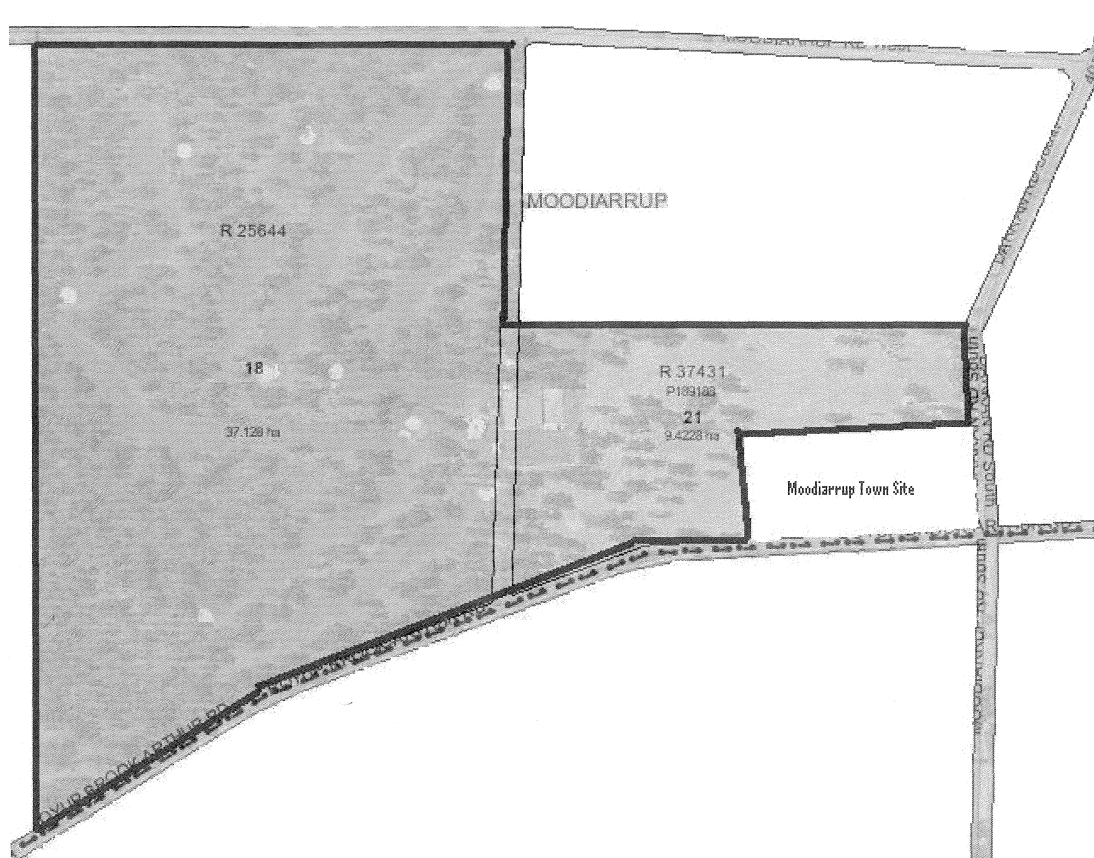
Office held

Date: 19-07-2017

APPROVED BY ORDER OF THE
MINISTER FOR LANDS

SCHEDULE 1

MOODIARRUP SPORTS COMPLEX INC
LEASED AREA



Ethics and Integrity

The Shire's Code of Conduct applies when undertaking purchasing activities and decision making.

Purchasing Policy Non-Compliance

The Purchasing Policy is mandated under the Act & Regulations and non-compliance therefore represents a breach of the Act & Regulations.

Threshold Levels and Requirements

The adoption of these threshold levels shall be carried out in conjunction with the supply order of priority requirements outlined in the Procurement Procedures Manual.

Where the value of procurement (excluding GST) for the Contract over the full contract period* (including options to extend) is, or is expected to be:

Threshold Level (ex GST)	Requirements
Up to \$5,000 (Works/Corporate Services Manager, Manager Financial Reporting, Community Development Officer, Project Officer, or CEO approval) <i>Coordinator Town and Public Facilities – up to \$500</i>	Goods and services of a low risk, consumable item and occasional nature may be purchased without the need for a quotation. These goods or services must be ad hoc and not of a repetitive nature.
\$5,001 to \$10,000 (Works/Corporate Services Manager or CEO approval)	Seek at least one verbal or written quotations from a suitable supplier.
\$10,001 to \$50,000 (Works/Corporate Services Manager or CEO approval)	Seek at least two written quotations from a suitable supplier.
\$50,001 to \$249,999 (CEO approval)	Seek at least three written quotations from suitable suppliers.
\$250,000 and Above (CEO approval)	Conduct a public tender or other public procurement process. or Seek at least three (3) quotations from an appropriate exempt arrangement.

* The "contract period" can mean "a one-off purchase" or "a pre-defined period".

A similar process must be followed for other public procurement processes such as Expressions of Interests or Request for Proposal.

Exempt Provisions

217

Statement Account

633000 / 160342432

\$25,763.80

Available balance

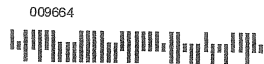
\$25,763.80

Current balance

Activity

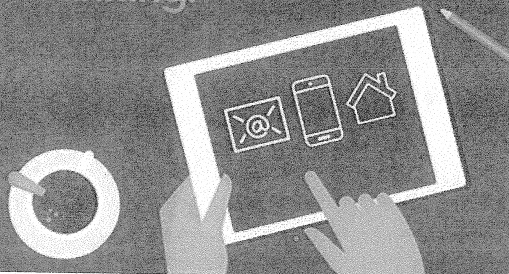
		Debit	Credit	Running balance
July 1, 2024	MOODIARRUP SPORTS CO MSC		\$4,000.00	\$25,763.80
	Interest		\$0.00	\$21,763.80
June 1, 2024	Interest		\$0.00	\$21,763.80
May 1, 2024	Interest		\$0.00	\$21,763.80
April 24, 2024	MOODIARRUP BOWLING C For Renewal Fund		\$2,000.00	\$21,763.80
April 1, 2024	Interest		\$0.00	\$19,763.80
March 1, 2024	Interest		\$0.00	\$19,763.80
February 1, 2024	Interest		\$0.00	\$19,763.80
January 1, 2024	Interest		\$0.00	\$19,763.80
December 1, 2023	Interest		\$0.00	\$19,763.80
November 1, 2023	Interest		\$0.00	\$19,763.80
October 1, 2023	Interest		\$0.00	\$19,763.80
September 1, 2023	Interest		\$0.00	\$19,763.80
August 1, 2023	Interest		\$0.00	\$19,763.80
July 11, 2023	Deposit - Cheque(S) Mbc & Msc #Chq:2		\$4,000.00	\$19,763.80
July 1, 2023	Interest		\$0.00	\$15,763.80
June 1, 2023	Interest		\$0.00	\$15,763.80
May 1, 2023	Interest		\$0.00	\$15,763.80
April 1, 2023	Interest		\$0.00	\$15,763.80
March 1, 2023	Interest		\$0.00	\$15,763.80
February 1, 2023	Interest		\$0.00	\$15,763.80
January 1, 2023	Interest		\$0.00	\$15,763.80
December 1, 2022	Interest		\$0.00	\$15,763.80
November 1, 2022	Interest		\$0.00	\$15,763.80
October 1, 2022	Interest		\$0.00	\$15,763.80
September 1, 2022	Interest		\$0.00	\$15,763.80
August 1, 2022	Interest		\$0.00	\$15,763.80
July 1, 2022				

1/07/2024, 11

Bendigo Business Everyday Account

MOODIARRUP SPORTS COMPLEX INC
ARTHUR RIVER BOYUP BROOK ROAD
MOODIARRUP WA 6393

Keeping your details
accurate is essential for
secure banking.

**Your details at a glance**

BSB number 633-000
Account number 160342432
Customer number 35190875/1201
Account title MOODIARRUP SPORTS COMPLEX INC
RENEWAL FUND

Account summary

Statement period 7 May 2024 - 6 Jul 2024
Statement number 19
Opening balance on 7 May 2024 \$21,763.80
Deposits & credits \$4,000.00
Withdrawals & debits \$0.00
Closing Balance on 6 Jul 2024 \$25,763.80

Any questions?

Contact Narelle Michalak at 70 Forrest St, Collie 6225
on **08 9734 7411**, or call **1300 BENDIGO** (1300 236 344).

Bendigo Business Everyday Account

Date	Transaction	Withdrawals	Deposits	Balance
Opening balance				\$21,763.80
1 Jun 24	INTEREST		0.00	21,763.80
1 Jul 24	INTEREST		0.00	21,763.80
1 Jul 24	OSKO PAYMENT MOODIARRUP SPORTS CO MSC		4,000.00	25,763.80
Transaction totals / Closing balance		\$0.00	\$4,000.00	\$25,763.80

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see <https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit /mybusinesscard.



Re: Moodiarrup Sports verandah

From Kulture Koatings <Kulturekoatings2020@outlook.com>

Date Thu 2024-08-22 7:31 PM

To Jennifer Hosking <nickjen76@bigpond.com>

Good Morning Jennifer & Nick,

Thank you for your message and the opportunity to provide you with a no obligation quote.

We have run the numbers with the measurements provided and In a Custom Flake Finish all inclusive you would be looking at \$6653.80 gst included.

If you would like this into a formal quote please let me know and I will be happy to do so.

If you have any further questions please feel free to contact us.

Kind Regards

Elysha Winiata

Kulture Koatings Administration

Sent from Outlook for Android

From: Jennifer Hosking <nickjen76@bigpond.com>

Sent: Thursday, August 22, 2024 4:28:40 PM

To: kulturekoatings2020@outlook.com <kulturekoatings2020@outlook.com>

Subject: Moodiarrup Sports verandah

Hi mate

Please find attached photos of the verandah as discussed on the phone.

Measurements are:

Width - 3.2mtrs

Length: 21.0 mtrs

Cheers Nick

0428360273

President MSC

QUOTATION

Crawford Ball trading as AllType Carpentry

P: 0428 977 671 E: alltypecarpentry@gmail.com ABN: 45498035056

Property Details: Moodiarrup Sporting Complex Inc
Nick Hoskings on behalf of property committee
Arthur River Boyup Brook Road, MOODIARRUP WA 6363

Contact Details: P 9863 1100 M 0428 360 273 E nickjen76@bigpond.com

Job Name: Moodiarrup Sporting Complex **Quote Dated:** 28 September 2024

To supply material and labour to prepare and paint the following internal;
Walls and ceilings in the storeroom, kitchen, male toilet area, female toilets.
Walls only in the office, main area and bar.
All hinge doors and frames are to be painted with semi gloss.
All timber work is to be varnished.

To supply labour only to prepare and paint the following external;
Verandah posts and beams.

TOTAL \$10,510.00 including GST

Please note this quote does not include any accommodation costs.

Quote is valid for 28 days, from the date of quote as specified on this document. Once the quotation has been accepted and materials have been ordered, changes may incur additional charges and there may be delays to the original start date.

Hint of tint painting and decorating

26 Elverd St , Kojonup , WA, 6395
Phone: 0458189667
ABN: 62410449745

Quote

Quote number
00000150

Issue date
30/09/2024

Expiry date
07/10/2024

Bill to

Moodiarup Sporting complex

Item ID	Description	UoM	Qty	Unit price (\$) excluding tax	Tax	Amount (\$) excluding tax
	Labour exterior		28	80.00	GST	2,240.00
	paint cost		1	210.00	GST	210.00
	travel		4	25.00	GST	100.00

Notes

EXTERIOR AS PER DISCUSSION

Subtotal (exc. tax) \$2,550.00

Tax \$255.00

Total amount **\$2,805.00**
including tax

Hint of tint painting and decorating

26 Elverd St , Kojonup , WA, 6395
Phone: 0458189667
ABN: 62410449745

Quote

Quote number	Issue date	Expiry date
00000149	30/09/2024	07/10/2024

Bill to

Moodiarup Sporting complex

Item ID	Description	UoM	Qty	Unit price (\$) excluding tax	Tax	Amount (\$) excluding tax
	Paint ceiling and walls per discussion		500	14.00	GST	7,000.00
	Paint cost		8	210.00	GST	1,680.00
	Woodwork doors frames		15	180.00	GST	2,700.00
	Travel		10	25.00	GST	250.00

Notes

INTERIOR

Subtotal (exc. tax) \$11,630.00

Tax \$1,163.00

Total amount **\$12,793.00**
including tax

MINUTES OF A MOODIARRUP SPORTS COMPLEX COMMITTEE
MEETING HELD SUNDAY 20TH OCTOBER 2024 AT THE
MOODIARRUP SPORTS COMPLEX

PRESENT:

Nick Hosking (President), Roz Abbott (Secretary)
Jenny Hosking (Treasurer) Mark Schinzig and Richard Schinzig.

OPENING OF MEETING:

The meeting opened at 12.45pm

BUSINESS ARISING:

All member's present were asked to peruse three quotes for painting and flake finish coatings. The quotes were given by Crawford Ball of Alltype Carpentry, Hayley Rodda and Kulture Koatings of custom flake finish coatings for verandahs.

After discussions it was decided to accept Alltype Carpentry and Kulture Koatings quotes.

The President thanked all members for attending the meeting.

CLOSURE OF MEETING:

The meeting closed at 1.22pm

Roz Abbott
Hon. Secretary

12.4 BUDGET AMENDMENT - FIRE MITIGATION PROGRAM

File Reference:	ADM381
Location:	N/A
Applicant:	N/A
Author:	Rajinder Sunner, Manager Corporate Services
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	15/11/2024
Disclosure of Interest:	Nil
Attachments:	1. MAFGP2425R1 - West Arthur Shire of - Grant Agreement ↓

SUMMARY:

Council is requested to consider amending the adopted 2024/2025 annual budget to accommodate the cost of the Fire Mitigation Program.

BACKGROUND:

The Shire of West Arthur successfully applied for funding under Round 1 of the Mitigation Activity Fund Grant Program for 2024-25 (MAFGP24R1) through the Department of Fire and Emergency (DFES). The grant was for a total of \$129,600 (excluding GST) to support four mitigation activities, as outlined in the attached agreement.

COMMENT:

The Shire has appointed an experienced contractor to carry out the mitigation activities over the next few weeks. The estimated project cost is \$70,256. Should any funds remain unspent, they will be returned to the funding body (DFES), ensuring the efficient and responsible use of grant resources. The purchase order has been successfully issued to the contractor, highlighting our commitment to the project's progress and success. Time is of the essence, due to the Fire season almost upon us.

CONSULTATION:

Chief Executive Officer
Project Officer
Manager Works and Services

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There will be no impact on the Shire's adopted budget for 2024-2025. The grant funds will be spent as per the signed agreement, and any surplus will be returned to the funding body (DFES)

STRATEGIC IMPLICATIONS:

Community Strategic Plan West Arthur Towards 2031

Theme: Built Environment – well-maintained roads and infrastructure that reflect our identity

Outcome: Our built infrastructure is well-maintained, attractive and inviting

Strategy: Community facilities are continually reviewed and upgraded as required through asset management plans

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	The Shire is not compliant with Fire Risk in the District.
Risk Likelihood (based on history and with existing controls)	(5) Almost Certain
Risk Consequence	(3) Moderate

Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(15) High
Principal Risk Theme	Compliance failure in managing fire risk.
Risk Action Plan (Controls or Treatment Proposed)	Approve the proposed budget amendment to carry out the Fire Mitigation.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council approve the following amendment to the adopted 2024/2025 annual budget to accommodate the cost of a planned Fire Mitigation:

- Approve income of \$129,600 to general ledger account I0512117 Fire Mitigation: Rev: Operating grant; and
- Approve the Expenditure of \$70,256.40 account E05101612 Bush Fire Mitigation – Exp: Materials and Contracts; and
- Approve the unspent funds to be returned to the Funding Body (DFES).



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



MITIGATION ACTIVITY FUND GRANTS PROGRAM 2024/25 Round 1

GRANT AGREEMENT

Shire of West Arthur

July 2024

THIS GRANT AGREEMENT is made on 10 July 2024.

BETWEEN:

The State of Western Australia acting through its Department of Fire and Emergency Services

("DFES")

And

Shire of West Arthur ABN: 96 912 320 795

("Organisation")

RECITALS

The Organisation has applied to DFES for financial assistance to undertake the Approved Purpose and DFES has agreed to provide a grant subject to the terms and conditions of this Agreement.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this Grant Agreement, including its recitals and any schedules or annexures.

Acquittal occurs when DFES has advised the Organisation that the reports and financial information provided by the Organisation in accordance with clause 3.6 are satisfactory.

Approved Purpose means the purpose or purposes set out in item 1 of [Schedule 1](#).

Audit means the verification and certification the Grant has been spent in accordance with this agreement by either an independent registered company auditor (as defined by the Corporations Act 2001) or the Office of the Auditor General for Western Australia.

Auditor means an accountant in public practice, who is a certified public practitioner (or equivalent) and is a member of either Chartered Accountants Australia and New Zealand (CAANZ), CPA Australia or the Institute of Public Accountants (IPA).

Auditor General means the Auditor General for the State of Western Australia.

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia.

Grant means the amount or amounts specified in Item 7(a) of [Schedule 1](#).

MAF means Mitigation Activity Fund

Party means each of DFES or the Organisation as the context requires and **Parties** means both of them.

Project means the initiative, mitigation treatment or activities to be undertaken using the Grant.

2. PAYMENT OF GRANT

Subject to the terms and conditions of this Agreement, DFES will pay to the Organisation the Grant in accordance with Item 7(b) of [Schedule 1](#).

3 OBLIGATIONS OF ORGANISATION**3.1 Use of Grant**

The Organisation will use the Grant solely for the Approved Purpose.

3.2 No Changes

The Organisation will not make any changes to the Approved Purpose without the prior written consent of DFES.

3.3 No Endorsement

The Organisation agrees that nothing in this Agreement constitutes an endorsement by DFES of any goods or services provided by the Organisation.

3.4 Acknowledgement of Grantor

The Organisation will acknowledge DFES in the manner set out in item 6 of [Schedule 1](#).

3.5 Request for Information

The Organisation is to provide DFES with any documents or information relating to this Agreement or the Project within ten (10) business days of receiving such a request from DFES.

3.6 Accounts and Reporting

- (a) The Organisation is to provide progress reports, evaluation reports and financial statements as specified in [Schedule 1](#), or such additional information as requested by DFES.
- (b) The Organisation is to keep proper financial records in accordance with generally accepted accounting principles and practices.
- (c) All reporting of financial information is to be certified by the Chairperson, CEO or equivalent of the Organisation.

3.7 Special Conditions of Grant

The Organisation agrees to comply with the special conditions (if any) specified in Item 4 of [Schedule 1](#).

3.8 General Undertaking of Organisation

The Organisation must:

- (a) at all times duly perform and observe its obligations under this Agreement and promptly inform DFES of any occurrence which might materially adversely affect its ability to do so;
- (b) undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;
- (d) comply with all State and Commonwealth laws, rules, regulations and by-laws;

- (e) cooperate fully with DFES in the administration of this Agreement; and
- (f) upon reasonable notice, provide DFES or its agents, with access at any reasonable time and from time to time to the Organisation's premises, financial records, other documents, equipment and other property for the purpose of audit and inspection by DFES in order to verify compliance by the Organisation with this Agreement.

4. REPAYMENT AND RETENTION OF GRANT

The Organisation must repay to DFES any amounts that DFES has paid which are not used in accordance with this Agreement unless there has been written agreement otherwise between the parties.

5. LIMITATION OF LIABILITY

DFES does not accept any responsibility or liability for the success or otherwise of the Approved Purpose and is not liable for any losses which may be suffered by the Organisation in undertaking the Approved Purpose.

6. LEGISLATIVE AND REGULATORY

- (a) The Organisation acknowledges and agrees that DFES may disclose information in relation to this Agreement (including its terms and the details of the Organisation), to the extent required to comply with any law (including the [Freedom of Information Act 1992](#) (as amended)) or to comply with any rule, requirement or convention, of or relating to, ministerial or parliamentary accountability.
- (b) The parties acknowledge and agree that, despite any provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the [Financial Management Act 2006](#) (as amended) are not limited or affected by this Agreement.
- (c) The Organisation must allow the Auditor General, or an authorised representative, to have access to and examine the Organisation's records and information concerning this Agreement.

7. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) must be given by an authorised officer of the Party giving notice;
- (c) may be:
 - (i) hand delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 5 of Schedule 1; or
 - (ii) sent by email to the email address of the Party receiving the notice as set out in item 5 of Schedule 1;
- (d) subject to paragraph (e), is taken to be received:
 - (i) in the case of hand delivery, on the date of delivery;
 - (ii) in the case of post, on the third Business Day after posting; and
 - (iii) in the case of email, on the date of transmission; and

- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

8. DEFAULT AND TERMINATION

8.1 Event of Default by the Organisation

An Event of Default occurs if:

- (a) the Organisation breaches any of its obligations under this Agreement which continues without remedy for ten (10) business days after notice in writing has been served on the Organisation by DFES;
- (b) the Organisation becomes insolvent or is deemed to be insolvent under the *Corporations Act 2001* (Cth); or
- (c) if DFES has reasonable grounds to believe that the Organisation is unwilling or unable to comply with its obligations under this Agreement.

8.2 Effect of Event of Default

If an Event of Default occurs, DFES may either:

- (a) terminate the Agreement by providing a further ten (10) business days notice in writing to the Organisation of the Event of Default; or
- (b) suspend payment of the Grant amount until the Event of Default is remedied.

8.3 Recommencement of Grant Payment

DFES may, in its absolute discretion, recommence payment of the Grant amount if and when the Organisation has rectified the Event of Default.

8.4 Acquittal

Unless earlier terminated, this Agreement will terminate at the time of Acquittal.

9. RELATIONSHIP

The Parties agree that nothing in this Agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

10. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by both Parties.
- (b) A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party, will not be construed as a waiver of any rights.

11. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and supersedes all communications, negotiations, arrangements and agreements, whether oral or written, between the Parties with respect to the subject matter of this Agreement.

12. VARIATION

Any variations, including changes to financial, timeframes or treatment details must be requested and approved in writing, prior to the delivery of the

treatment. Where the variation has not been approved, DFES may withhold final payment, with the cost to be the responsibility of the Organisation.

13. DISPUTE RESOLUTION

Before resorting to external dispute resolution mechanisms, the Parties shall in good faith attempt to settle by negotiation any dispute in relation to this Agreement, and where practical, each Party shall refer the matter to personnel who have authority to intervene and facilitate some form of resolution.

During the final acquittal, DFES Regional Staff will be requested to confirm that all treatment activities have been undertaken and objectives have been met as described in the Grant Agreement. If a treatment has not met the objective, funding will not be paid until the treatment is completed to DFES satisfaction. If the parties do not agree that the treatment has met the objective, as described in the Grant Agreement, the treatment will be re-assessed by an independent body before funds are released for that treatment.

Executed by the Parties hereto:

For and on behalf of DFES:

Murray Carter Digitally signed by Murray Carter
Date: 2024.07.10 14:08:23 +08'00'

Signature of Authorised Person

Murray Carter_____
Print full name of Authorised Person

Dated_____

Executive Director – Rural Fire Division
Department of Fire and Emergency
Services_____
Position of Authorised Person

For and on behalf of the Organisation:



Signature of Authorised Person

Vincent Fordham Lamont
Print full name of Authorised Person

2 July 2024
Dated

Chief Executive Officer
Position of Authorised Person

SCHEDULE 1 DEFINITION OF PROJECT OR SERVICE TO BE FUNDED

1. APPROVED PURPOSE OF THE GRANT

This grant is provided as part of the DFES MAF Grants Program to support building the fire management capacity and overall resilience of communities.

Funds are to be used for on-ground works to mitigate extreme, very high and high risks on land that is State owned and managed by the Local Government (the land must not be managed by another State Department).

2. PROJECT DEFINITION AND/OR ANTICIPATED ACTIVITIES

This Organisation will use the Grant solely to undertake the treatment activities detailed in [Appendix 1](#), as outlined in the MAF Grant Application submitted by the Organisation.

3. AGREEMENT TERM

Unless earlier terminated, this Agreement will terminate at the time of Acquittal. In this context, Acquittal means that DFES has advised the Organisation that the reports and financial information provided by the Organisation in accordance with clause 3.6 are satisfactory.

All physical works are to be completed by **30 Jun 2025**.

4. SPECIAL CONDITIONS OF THE GRANT

- a) Payment of this funding is subject to the acquittal of previous MAF grant funding.
- b) The Organisation will ensure that all personnel performing works in relation to this agreement are appropriately qualified and equipped to perform the work.
- c) Adequate insurance will be maintained for the duration of this project, with proof to be provided to DFES if requested.
- d) All required permits are the responsibility of the Organisation (including, but not limited to clearing permits, heritage surveys and environmental surveys). Allocation of funding does not negate the need for adherence to statutory requirements.
- e) Funding is for use on State Land managed by Local Government only. If any portion of the treatment crosses another tenure/interest, express permission from the owner/holder of that other interest, must first be obtained by the Local Government. This includes (but is not limited to) easements, public access walkways and right of ways.
- f) It is the LGs responsibility to ensure protection of all sites. Appropriate stakeholder engagement should be undertaken on matters of environmental and cultural significance.

5. NOTICE ADDRESSES

DFES
Rural Fire Division
20 Stockton Bend
Cockburn Central WA 6164
Email: MAFGP@dfes.wa.gov.au

Shire of West Arthur
31 Burrowes St, Darkan WA 6392
shire@westarthur.wa.gov.au
08 9736 2400

6. ACKNOWLEDGEMENT OF GRANTOR

Acknowledgment of the contribution from DFES must appear on all material relating to the project, in the form approved by DFES prior to release of such material.

7. GRANT AMOUNT AND METHOD OF PAYMENT

- (a) DFES will pay **\$129,600.00** (exclusive of GST) in two instalments.
- (b) Payment of the Grant under this Agreement will be by way of instalment:
 - i. Instalment 1 comprising 50% of the amount shown in Item 7(a) of this schedule after the Parties have executed the Agreement.
 - ii. Instalment 2 comprising the residual, as indicated by the Final Financial Report, certified in accordance with this agreement, up to a maximum of 50% of the amount shown in Item 7(a) of this schedule, after Acquittal.
- (c) The Grant will be expended to undertake the treatments specifically outlined in [Appendix 1](#), providing they did not commence prior to the date of execution of this Agreement.
- (d) Any unexpended funds held by the Organisation will be returned to DFES within 30 days acquittal.
- (e) The Organisation must keep adequate financial accounts and records to enable identification of the grant, payments and receipts.

8. FINAL FINANCIAL STATEMENT

The Final Acquittal Declaration is to be certified by the Chairman, CEO or equivalent of the Organisation.

9. PROGRESS REPORTS

The Organisation will provide a Progress Report (generated from the Bushfire Risk Management System and advise the status of each treatment activity detailed in [Appendix 1](#).

DFES will request the Progress Report midway through the funding round and the Organisation is to provide the Report with 30 days of receiving such request.

10. FINAL REPORT

The Organisation is to return a final report to DFES upon funding round completion. The final report is to be comprised of the following documents:

- (a) Final Acquittal report (generated from the Bushfire Risk Management System Grants Module), which is to include an expenditure statement detailing actual expenditure;
- (b) Evidence of all expenditure (e.g. invoices, screen shots of internal financial system showing transactions);
- (c) Post treatment photographs, and
- (d) Signed financial acquittal declaration.

APPENDIX 1

**MITIGATION ACTIVITY FUND (MAF)
GRANTS PROGRAM
GRANT AGREEMENT 2024/25 ROUND 1**

Treatment ID	Treatment Type	Treatment Objective	Primary Asset #	Primary Asset Name	Total
27948	Fire Access Road / Track(s)	Install mineral earth fire access track, 4 meters wide and 4 meters high to create a hazard separation zone around the asset and to provide fire appliance access.	WSANE0419	Telstra Communications Tower	\$10,450.00
27949	Fire Access Road / Track(s)	Install mineral earth fire access track, 4 meters wide by 4 meters high to create a hazard separation zone and fire appliance access.	WSANW0066	House 27 Gibbs Siding	\$48,950.00
27962	Fire Access Road / Track(s)	Install mineral earth fire access track 4 meters wide and 4 meters high to create a hazard separation zone, and to provide fire appliance access.	WSANW0420	3493 Bowelling Duranillin Road	\$38,600.00
27972	Fire Access Road / Track(s)	Install a mineral earth fire access track, 4 meters wide by 4 meters high to create a hazard separation zone and to provide access to fire appliances.	WSASW0306	Local Hall 5791 Boyup Brook Arthur River	\$31,600.00
Allocated Amount					\$129,600.00

12.5 CHANGE OF PURPOSE - WASTE MANAGEMENT RESERVE

File Reference:	ADM367
Location:	N/A
Applicant:	N/A
Author:	Rajinder Sunner, Manager Corporate Services
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	15/11/2024
Disclosure of Interest:	Nil
Attachments:	Nil

SUMMARY:

Council is requested to consider changing the purpose of the Waste Management Reserve fund to include the closure cost of landfill sites.

BACKGROUND:

The Waste Management Reserve Fund has been in place for several years, with a closing balance of \$122,945 at the end of June 2024. The current purpose of the reserve is "To assist with funding future infrastructure requirements for waste management".

The reserve's proposed new purpose, therefore, would be "To assist with funding future infrastructure requirements for waste management and to provide for the closure costs of landfill sites within the District."

COMMENT:

In the past few years, our auditors have insisted that the Shire create a reserve to pay for future costs of landfill site closures in the district. After consultation with other management staff, it was suggested that we repurpose the existing Waste Management Reserve to satisfy our auditors' requirements. The officer is currently working on developing a new policy to address all cash-backed reserve funds held by Council and set future directions for cash-backed reserves. The new policy will be presented to Council for adoption in 2025.

CONSULTATION:

Chief Executive Officer
Manager Works and Services
Manager Financial Reporting

STATUTORY ENVIRONMENT:

Local Government Act 1995 s6.11(2)

(2) Subject to subsection (3), before a local government -

- (a) changes* the purpose of a reserve account; or*
- (b) uses* the money in a reserve account for another purpose,*

it must give one month's local public notice of the proposed change of purpose or proposed use.

** Absolute majority required.*

(3) A local government is not required to give local public notice under subsection (2) -

- (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or*

(b) *in such other circumstances as are prescribed.*

- (4) *A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.*

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Community Strategic Plan West Arthur Towards 2031

Theme: Built Environment – well-maintained roads and infrastructure that reflect our identity

Outcome: Our built infrastructure is well-maintained, attractive and inviting

Strategy: Community facilities are continually reviewed and upgraded as required through an asset management plan.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors, Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	The Shire is unable to meet future landfill site closure costs.
Risk Likelihood (based on history and with existing controls)	(5) Almost Certain
Risk Consequence	(3) Moderate
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(15) High
Principal Risk Theme	Inadequate asset management
Risk Action Plan (Controls or Treatment Proposed)	Approve the proposed changes to the Waste Management Reserve.

VOTING REQUIREMENTS:

Absolute Majority

OFFICER RECOMMENDATION:

That Council, by absolute majority and in accordance with section 6.11(2) of the *Local Government Act 1995*, approve the amendment of the purpose of the Waste Management Reserve to "To assist with funding future infrastructure requirements for waste management and to provide for the costs of closing landfill sites within the District".

13 WORKS AND SERVICES**13.1 SHIRE OF WEST ARTHUR REGIONAL ROAD GROUP 5 YEAR PROGRAM**

File Reference:	ADM 369
Location:	N/A
Applicant:	N/A
Author:	Gary Rasmussen, Manager Works and Services
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	18/11/2024
Disclosure of Interest:	Nil
Attachments:	1. RRG five year works program ↓

SUMMARY:

Council is requested to consider adopting the Shire's Regional Road Group 5-year program as attached.

BACKGROUND:

It is a Main Roads Western Australia requirement for regional road group funding that local governments in Western Australia have a 5 year works program adopted by Council.

COMMENT:

Each year the Shire Works and Services team inspects and reports on the road condition of the regional group roads and reviews the 5-year program.

CONSULTATION:

Nil

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the

need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management.
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Inaccurate records in relation to RRG funding which could affect future funding.
Risk Likelihood (based on history and with existing controls)	(3) Possible
Risk Consequence	(4) Major
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(12) High
Principal Risk Theme	Inadequate asset management
Risk Action Plan (Controls or Treatment Proposed)	Adopt 5 year program as presented

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council accept and adopt the Regional Road Group 5 year program as attached.

Regional Road Group 5-Year Program 2026/2027- 2030/2031

Road Name	LGA Number	Road Number	SLK		Work Description	Work Type**	Preservation***				
			Start	Finish			2026/2027	2027/2028	2028/2029	2030/2031	2031/2032
Darkan south rd.	3160	206	23.68	25.97	cement stab two coat seal drainage	p	500,000				
Darkan south rd.	3160	206	29.10	29.40	cement stab two coat seal drainage	p	150,000				
Boyup brook Arthur rd.	3160	203	40.00	34.00	recondition shoulders improvement	p	146,000				
Collie Changerup	3160	202	6.09	8.33	lime + Cement Stabilize 200mm gravel	p		360,000			
Collie Changerup	3160	206	9.70	11.00	lime + cement stab 200 mm gravel	p		435,000			
Boyup brook Arthur rd	3160	203	41.21	44.27	widen seal to 7.4	p			400,000		
Boyup brook Arthur rd.	3160	203	39.00	41.21	shoulder works and reseal	p			256,000		
Bowelling Duranillin rd.	31600	003	36.39	31.00	recondition shoulders improvement	p				796,000	
Bowelling Duranillin rd.	31600	003	25.00	31.00	recondition shoulders improvement	p					796,000
Total							796,000	795,000	656,000	796,000	796,000
Financial Year Total RRG Pool Contribution							530,667	530,000	437,333	530,667	530,667
Financial Year Total LGA Contribution							265,333	265,000	218,667	265,333	265,333

14 REGULATORY SERVICES**14.1 DRAFT LOCAL PLANNING STRATEGY**

File Reference:	ADM205
Author:	Joe Douglas, Planning Consultant
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	20/11/2024
Disclosure of Interest:	Nil
Location:	Entire District
Applicant:	N/A
Owner:	N/A
Proposal:	Public advertising of draft Local Planning Strategy
Attachments:	1. Amended Draft Local Planning Strategy ↓

SUMMARY:

Council is requested to consider authorising public advertising of the draft joint Local Planning Strategy (LPS) developed in collaboration with the Shires of Williams and Wagin with assistance from the Department of Planning, Lands and Heritage (DPLH) for a period of sixty (60) days.

BACKGROUND:

At its Ordinary Meeting in July 2024 Council resolved as follows (i.e. Resolution CO-2024-074):

1. *Request the CEO to arrange for the supply of a copy of the Draft Local Planning Strategy to the Western Australian Planning Commission for its certification to proceed to advertising;*
2. *Subject to the Western Australian Planning Commission's certification, approve public advertising of the Draft Local Planning Strategy for the Shire of West Arthur for public comment for a period of 21 days; and*
3. *Request the CEO to arrange the supply of the Draft Local Planning Strategy to all relevant Agencies for their comment for a period of 21 days.*

Council should note that on 30 October 2024 the Statutory Planning Committee of the Western Australian Planning Commission (WAPC) resolved to certify the local planning strategy subject to modifications.

Pursuant to regulation 15 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the draft LPS has now been modified in accordance with the WAPC's requirements and is ready to be advertised for public comment (see Attachment 1).

COMMENT:

DPLH has recommended the draft LPS be advertised for public comment for a period of sixty (60) days to ensure the local community, other key stakeholders and State government agencies are afforded sufficient opportunity to review the LPS and provide comment.

Council's previous resolution in July 2024 only authorised public advertising of the draft LPS for a period of 21 days which is inconsistent with the recommendation provided by DPLH.

Given the significance of the draft LPS for all future development in the three (3) Shires it covers, the relative complexity of the document, and the benefit of providing the local community, other key stakeholders and State government agencies with additional time to review the document and provide comment, it is

recommended Council revoke points 2 and 3 of its previous resolution in July 2024 and authorise public advertising for a period of sixty (60) days.

CONSULTATION:

Subject to Council's approval, the draft LPS will be advertised for public comment for a period of sixty (60) days using the following methods:

- Publication of a notice and copy of the final amended draft version of LPS on the Shire's website;
- Publication of notices in local newsletters, the Shire's Facebook page and the Narrogin Observer newspaper;
- Correspondence to all landowners directly affected by the draft LPS and other major stakeholders; and
- Correspondence to a number of State Government agencies and essential service providers.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

There are no immediate financial implications for the Shire aside from the administrative and advertising costs associated with public advertising which are accounted for in the Shire's annual budget.

STRATEGIC IMPLICATIONS:

Preparation and adoption of a Local Planning Strategy is generally consistent with the aims and objectives of the Shire's *Strategic Community Plan Towards 2031*, *Corporate Business Plan 2021-2025* and *Economic Development Strategy 2023-2033*.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management

- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Errors, omissions or delays; Inadequate document management processes; and/or Inadequate engagement practices.
Risk Likelihood (based on history and with existing controls)	(2) Unlikely
Risk Consequence	(3) Moderate
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	(6) Medium
Principal Risk Theme	Compliance failure
Risk Action Plan (Controls or Treatment Proposed)	Ensure compliance with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> by appropriate management when progressing public advertising.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council:

1. **Revoke** points 2 and 3 of Resolution CO-2024-074 dated 25 July 2024 as it applies specifically to public advertising of the Draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy for a period of twenty one (21) days;
2. **Note** the Western Australian Planning Commission's resolution on 30 October 2024 to certify the Draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy, subject to modifications;
3. **Note** the Draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy has been modified in accordance with the specific requirements of the Western Australian Planning Commission's resolution on 30 October 2024; and
4. **Resolve** to advertise the Draft Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy for a period of 60 days.

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Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy



November 2024

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Amendments

Reference	Version	Date
Version 0	Draft for Council Consideration	11 July 2024
Version 0.1	Draft for WAPC Certification	23 August 2024
Version 0.2	Draft for Advertising	15 November 2024
	Draft for WAPC Endorsement	
	Final Strategy	
	Amendment X	

Preparation

The Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy has been prepared in accordance with Part 3 of the *Planning and Development (Local Planning Scheme) Regulations 2015*.

The Shires of Wagin, West Arthur and Williams have worked together to prepare the Strategy with assistance from the:



**Department of Planning,
Lands and Heritage**

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PART 1 Strategy

1.0 Introduction

The Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy comprises:

- Part 1 – Strategy; and
- Part 2 – Background Information and Analysis.

This Local Planning Strategy is a joint strategy which applies to the Shires of Wagin, West Arthur and Williams (the 'Strategy Area') as on the Shires of Wagin, West Arthur and Williams Strategy Map (Figure 1 - page 41).

This Local Planning Strategy comes into operation on the day on which it is endorsed by the Western Australian Planning Commission (WAPC).

As required by Regulation 11 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, a local planning strategy must:

- (aa) be prepared in a manner and form approved by the WAPC; and
- (a) set out the long-term planning directions for the local government; and
- (b) apply any State or regional planning policy that is relevant to the local planning strategy; and
- (c) provide the rationale for any zoning or classification of land under the local planning scheme.

The Local Planning Strategy forms the strategic basis for the preparation, implementation and review of the local planning scheme of each Shire.

The Shires of Wagin, West Arthur and Williams occupy the south-west corner of the Wheatbelt region and are predominantly driven by the agricultural sector. The primary administrative and commercial centres include the settlements of Wagin, Darkan and Williams. A joint strategy is beneficial to address long-term planning directions across local government boundaries in a coordinated manner.

1.1 Vision

The vision of the Local Planning Strategy outlines the 15-year vision for how land use change and development will occur within the Shires of Wagin, West Arthur and Williams. The vision has regard to the strategic community plan of each Shire, and recognises that any community aspirations for future land use change and development is balanced with the requirements of planning legislation and policy. This Local Planning Strategy will express how broader State planning requirements can be applied and implemented at a local level.

The vision of the local planning strategy is:

“To foster sustainable growth and development within the Shires of Wagin, West Arthur and Williams by embracing our rich agricultural heritage, enhancing our vibrant communities, and preserving our unique natural landscapes. Together, we will cultivate economic opportunities, improve infrastructure, and promote a high quality of life for all residents, ensuring a resilient and prosperous future.”

1.2 Issues/opportunities

1.2.1 Overview

Consistent with the State Planning Framework, planning issues and opportunities of relevance to each Shire are presented under the following themes:

- Community, urban growth and settlement
- Economy and employment
- Environment
- Infrastructure

For each identified planning theme, planning directions and actions have been outlined. Planning directions are short statements that specify what is to be achieved or desired to address the relevant issues/opportunities under each theme. Each planning direction is supported by an action(s), outlining what is proposed and how it may be undertaken.

The Local Planning Strategy includes planning directions and actions specific to each Shire, and particularly their primary settlements. These directions and actions will guide planning outcomes for the Strategy Area and townsites. Directions and actions which are specific to places and locations are visually represented on the following strategy maps:

- Figure 1 - Shires of Wagin, West Arthur and Williams Strategy Map (page 41)
- Figure 2 - Wagin townsite Strategy Map (page 42)
- Figure 3 - West Arthur townsites Strategy Map (Darkan, Bowelling and Duranillin) (page 43)
- Figure 4 - Williams townsites Strategy Map (Williams and Quindanning) (page 44)

1.2.2 Community, urban growth and settlement

Key issues/opportunities for the Strategy Area:

The Shires shall pursue opportunities which assist to increase population inflow and maintain vibrant and prosperous townsites. To achieve this planning shall facilitate the development of high amenity settlements prioritising outcomes which improve local sense of place, while also encouraging the retention of important community services. To support this, planning will need to:

- Provide suitable and affordable housing in settlements to meet the needs of new and existing residents, key workers, and a broader growing workforce.
- Provide attractive, high quality and well-functioning town centres which foster a sense of place and encourage new residents and investment into the Strategy Area's primary settlements.
- Support the protection of Aboriginal and historic heritage in recognition of its value to the Strategy Area's cultural identity and local sense of place.
- Leverage the mutually beneficial development outcomes afforded to the traditional landowners and each Shire through the establishment of the Noongar Land Estate.
- Maintain and enhance community service programs and infrastructure, including health, education, family, sport, recreation, arts, culture and leisure infrastructure.

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- Mitigate the impact of natural disasters on the community and local economy including ensuring that land use and development addresses bushfire and flood risk.

Directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.2.2.1	Residential land supply and housing	Ensure sufficient unencumbered, suitably zoned and serviced residential land is available in each primary settlement, supporting a wide variety of lot sizes and housing types to suit the needs of all sectors of the community.	Each Shire to provide for the zoning and coding of land for residential use in its local planning scheme as broadly guided by the strategy maps (see Figures 1 - 4). <i>Rationale: Refer to Part 2 items 2.2.1; 2.2.5; 2.3.2; and 2.4.1.</i>	Short term (1-5 years)
1.2.2.2			Each Shire to undertake planning and explore funding opportunities, including grants, for the subdivision and development of suitable residential zoned land in the primary townsites. <i>Rationale: Refer to Part 2 items 2.2.1; 2.2.5; 2.3.2; 2.4.1, and 2.7.</i>	Ongoing
1.2.2.3		Support the provision of housing to increase available stock, quality, and diversity.	Each Shire to ensure its local planning scheme provides for a diverse mix of housing land uses, facilitating alternative typologies, including: <ul style="list-style-type: none"> • Ancillary dwelling • Grouped dwelling • Independent living complex • Multiple dwelling • Park home park • Residential aged care facility • Workforce accommodation <i>Rationale: Refer to Part 2 items 2.2.1; 2.2.5; 2.3.2; and 2.4.1.</i>	Short term (1-5 years)

CHIEF

1.2.2.4	Built form and character	Support development which enhances a local sense of place, providing attractive, active and vibrant townscapes and streetscapes.	Each Shire to provide land use classifications and development requirements in its local planning scheme to support development which enhances and/or preserves valued built form character in townsites. <i>Rationale: Refer to Part 2 item 2.4.2 and 2.4.4.</i>	Short term (1-5 years)
1.2.2.5			Each Shire to undertake planning and explore opportunities for the funding, including grants, of streetscape upgrades in the primary townsites. <i>Rationale: Refer to Part 2 item 2.4.2, 2.4.4 and 2.5.4.</i>	Ongoing
1.2.2.6	South West Native Title Settlement	Support and provide opportunities for the use of land within the Noongar Land Estate for development and cultural purposes.	Each Shire to engage with the trustee of the Noongar Land Estate to identify development opportunities, zone land in its local planning scheme and facilitate land development to support the aspirations of the Noongar Boodja Trust. <i>Rationale: Refer to Part 2 item 2.4.3.</i>	Ongoing
1.2.2.7	Heritage	Support the protection and conservation of sites with significant heritage and cultural values and continue to reflect the unique heritage of each Shire.	Each Shire, where necessary, to review its local planning framework to provide town planning controls for heritage places, which may include the preparation of a heritage list. <i>Rationale: Refer to Part 2 item 2.4.4.</i>	Short term (1-5 years)
1.2.2.8			Each Shire to ensure that land use planning and development activities occur in a manner which respect and protect Aboriginal heritage sites and objects. <i>Rationale: Refer to Part 2 item 2.4.4.</i>	Ongoing

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1.2.2.9	Community facilities and public open space	Provide health services and infrastructure to meet the needs of a diverse population.	Each Shire to ensure its local planning framework facilitates development and expansion of health services to benefit families, the elderly, those with disabilities and the Aboriginal community. <i>Rationale: Refer to Part 2 item 2.4.6.</i>	Short term (1-5 years)
1.2.2.10		Facilitate the provision of and access to a range of education facilities and childcare services to meet the ongoing demands of the community.	Each Shire to ensure its local planning scheme supports existing educational establishments, and provide opportunities for new facilities in the event demand necessitates their delivery. <i>Rationale: Refer to Part 2 item 2.4.6.</i>	Ongoing
1.2.2.11			Each Shire to provide for the expansion and ongoing operation of existing childcare services, while ensuring planning frameworks contemplate childcare land uses in appropriate locations. <i>Rationale: Refer to Part 2 item 2.4.6.</i>	Ongoing
1.2.2.12		Maintain and provide public open spaces, community facilities and services to meet the needs of the community.	Each Shire to ensure that land use planning supports the delivery of community services and facilities and recreational areas which cater to emerging trends and community needs including young people, those who are aging, and people with a disability. <i>Rationale: Refer to Part 2 item 2.4.6.</i>	Ongoing
1.2.2.13	Hazards	Mitigate the occurrence of significant impacts from natural disasters and hazards.	Each Shire to review its local planning framework and implement controls which require bushfire risk assessment and mitigation where development intensification or rezoning is considered in bushfire prone areas. <i>Rationale: Refer to Part 2 item 2.4.7.</i>	Short term (1-5 years)

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1.2.2.14			Each Shire to ensure its local planning framework prohibits development within any identified floodway, while also implementing development controls for any development at risk of impacts from a 100 year average recurrence interval (ARI) flood event. <i>Rationale: Refer to Part 2 item 2.4.7.</i>	Short term (1-5 years)
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1.2.3 Economy and employment

Key issues/opportunities for the Strategy Area:

The Shires of Wagin, West Arthur and Williams will endeavour to promote development outcomes which strengthen the local economy, particularly outcomes which support the ongoing resilience and growth of the agricultural sector. To promote business and employment opportunities, planning will need to:

- Prioritise rural land for agricultural use, while providing flexibility for alternative uses which do not undermine existing primary production on surrounding land.
- Identify and enable the attraction of businesses which value add to the Strategy Area's agricultural base while ensuring a suitable supply of land for primary production is maintained.
- Support a diverse range of land uses in appropriate locations contributing to economic output.
- Encourage the accommodation of the 'permanent and temporary workforce' in the primary settlements, providing the opportunity for flow-on economic and development benefits in settlement areas.
- Enhance infrastructure and services to support the growth of the tourism economy.

Directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.2.3.1	Agriculture and rural industry	Ensure continued protection of rural land from incompatible land uses, noting their economic, natural resource, food production, environmental and landscape values.	Each Shire to introduce the Rural zone to its local planning scheme with model zone objectives that elevate the protection of broadacre agricultural activities and ongoing maintenance of environmental qualities. <i>Rationale: Refer to Part 2 item 2.4.5 and 2.5.1.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.2.3.2			Each Shire to limit the fragmentation of rural land by only supporting subdivision in the Rural zone in exceptional circumstances; and limit the introduction of sensitive land uses that may compromise existing and future potential primary production. <i>Rationale: Refer to Part 2 item 2.4.5 and 2.5.1.</i>	Ongoing
1.2.3.3			Subject to its identification by the Government department responsible for agriculture, 'High Quality Agricultural Land' should be prioritised in each local planning scheme for traditional agricultural land uses including extensive and intensive agricultural operations. <i>Rationale: Refer to Part 2 item 2.4.5 and 2.5.1.</i>	Ongoing
1.2.3.4			Each Shire to introduce the Industry – rural land use into its local planning scheme and contemplate this use in the Rural zone, to provide for industry which supports and/or is associated with primary production. <i>Rationale: Refer to Part 2 item 2.4.5 and 2.5.1.</i>	Short term (1-5 years)
1.2.3.5		Promote the flexible use of rural land in appropriate locations to support a wide range of land uses which can provide economic benefit.	Where water and other natural resources permit, each Shire to ensure its local planning scheme facilitates more intensive and diverse use of rural land for the production of higher value agricultural products. <i>Rationale: Refer to Part 2 item 2.4.5 and 2.5.1.</i>	Ongoing

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Item	Theme	Planning Direction	Action	Time frame
1.2.3.6			<p>Each Shire, where appropriate, to contemplate non-rural land uses with regional benefits on rural land, including facilities for renewable energy production, cultural pursuits and tourism, in its local planning scheme; and include criteria to guide their siting and compatibility with surrounding land uses and natural resources.</p> <p><i>Rationale: Refer to Part 2 item 2.4.5 and 2.5.1.</i></p>	Short term (1-5 years)
1.2.3.7			<p>Each Shire to ensure its local planning scheme provides provisions to control the development of renewable energy facilities, ensuring these land uses are:</p> <ul style="list-style-type: none"> • suitably setback from sensitive land uses to mitigate offsite impacts; and • located close to the electricity network grid; and • developed on cleared land, and without unacceptable impacts on environmental, cultural or visual landscape values; and • able to coexist with the agricultural operations present on the land, or otherwise occur on land with low agricultural value. <p><i>Rationale: Refer to Part 2 item 2.1.5, 2.4.5 and 2.7.6.</i></p>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.2.3.8	Commerce and industry	Support a diverse range of local business and employment opportunities within settlements.	Each Shire to support and facilitate the orderly planning and redevelopment of vacant commercial floor space within the primary settlements and actively encourage rejuvenation through flexible development requirements and guidelines. <i>Rationale: Refer to Part 2 item 2.1.2, 2.2.1, 2.4.2 and 2.5.5.</i>	Ongoing
1.2.3.9			Each Shire to ensure its local planning scheme includes provisions and contemporary land use definitions to control and contemplate uses which are complimentary to agricultural industry, particularly workforce accommodation and forestry uses. <i>Rationale: Refer to Part 2 items 2.1.5, 2.2.1, 2.4.1, 2.4.5, 2.5.1, 2.5.3 and 2.5.5.</i>	Ongoing
1.2.3.10			Each Shire to ensure its local planning scheme includes provisions and contemporary land use definitions to control and contemplate uses to attract industry, particularly those industries seeking opportunities outside of the Perth Metropolitan Region and with synergies to agriculture, including but not limited to manufacturing, freight and mechanical servicing. <i>Rationale: Refer to Part 2 item 2.2.1, 2.2.5, 2.5.1 and 2.5.3.</i>	Ongoing

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Item	Theme	Planning Direction	Action	Time frame
1.2.3.11	Tourism	Encourage the growth of a diversified tourism economy, including providing a diverse offering of short-term accommodation types.	Each Shire to review land use permissibility in its local planning scheme to ensure it is sufficiently flexible to support tourism land uses, particularly short-term accommodation (including short-term rental accommodation) type uses, in compatible zones. <i>Rationale: Refer to Part 2 item 2.1.5, 2.1.6, 2.2.1, 2.2.5, 2.4.5 and 2.5.4.</i>	Short term (1-5 years)
1.2.3.12			Explore opportunity for collaboration between all three Shires to develop an integrated cycling and walking 'rail trail' utilising redundant railway reserves. Staged delivery has the potential to link Wagin and Williams via Bowelling and Darkan, with long-term potential to join with neighbouring shires in the region. <i>Rationale: Refer to Part 2 item 2.1.6, 2.2.1, 2.4.6 and 2.5.4.</i>	Medium term (5-10 years)
1.2.3.13			Each Shire to consider the value of its visual landscapes and, where necessary, ensure its planning framework provides suitable protections from development which might compromise the unique visual characteristics that are highly valued by the community and tourism economy.	Short term (1-5 years)

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1.2.4 Environment

Key issues/opportunities for the Strategy Area:

The Shires of Wagin, West Arthur and Williams place significant value on the natural environment within the Strategy Area. Accordingly, the broad planning direction shall promote best practice development and management practices to continue to protect natural resources. To preserve and enhance the natural environment, planning will need to:

- Maintain the integrity of the water resources in the Strategy Area, including surface water catchments, waterways, wetlands and underground water assets.
- Support the protection, regeneration and long-term preservation of natural habitats through appropriate land uses classification and development control.
- Provide for the development of renewable energy sources in appropriate locations and where agricultural output is not compromised.
- Balance opportunities for mining and basic raw material extraction with the need to preserve the Strategy Area's environmental qualities.

Directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.2.4.1	Natural areas and rural landscapes	Protect, conserve and enhance environmental and landscape values for the benefit of current and future generations.	Each shire to introduce the Environmental Conservation zone and Environmental Conservation reserve into its local planning scheme and, where appropriate, classify land with identified environmental values for conservation purpose. <i>Rationale: Refer to Part 2 item 2.1.2, 2.1.3, 2.4.5, 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.2.4.2	Water resources	Manage land use to protect water resources for drinking water, amenity, environmental management, recreation, tourism, agriculture, mining, industry and cultural heritage.	Each Shire to review its local planning scheme and, where appropriate, classify Crown Land containing major waterways, lakes and wetlands to protect natural resource values consistent with the classifications established under the Model Provisions of the Planning and Development (local Planning Schemes) Regulations 2015. <i>Rationale: Refer to Part 2 item 2.1.2, 2.1.3, 2.4.5, 2.6.1 and 2.6.2.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.2.4.3			<p>Each Shire to implement provisions in its local planning scheme which require the impact of land use proposals on water resources to be considered. This may include putting in place measures to ensure there is no impact from run-off, effluent release or increase to nutrient/salinity levels. The planning framework should also consider groundwater resources with a view to ensuring proposals for abstraction are sustainable.</p> <p><i>Rationale: Refer to Part 2 item 2.1.2, 2.1.3, 2.4.5 and 2.6.2.</i></p>	Short term (1-5 years)
1.2.4.4	Basic raw materials and Mining	Support the responsible extraction and use of known basic raw material resources and minerals.	<p>Each Shire to recognise in its local planning scheme the right to inform the Ministers for Planning and Mines in writing that the granting of a mining or general purpose lease is contrary to the provisions of the local planning scheme and review scheme permissibility of mining operations to reflect right to mine under the <i>Mining Act 1978</i>.</p> <p><i>Rationale: Refer to Part 2 item 2.1.2, 2.1.3, 2.4.5 and 2.6.3.</i></p>	Short term (1-5 years)
1.2.4.5			<p>Each Shire to review and, where necessary, introduce a special control area(s) to its local planning scheme to protect known basic raw material resources from encroachment by incompatible land uses.</p> <p><i>Rationale: Refer to Part 2 item 2.1.2, 2.1.3, 2.4.5 and 2.6.3.</i></p>	Short term (1-5 years)

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1.2.5 Infrastructure

Key issues/opportunities for the Strategy Area:

The Shires of Wagin, West Arthur and Williams recognise the critical importance of providing, protecting and maintaining infrastructure which services the ongoing and future needs of the community and industry in a sustainable manner. Planning in relation to infrastructure will need to:

- Ensure zoning, subdivision and development is coordinated with the provision of local and regional infrastructure.
- Provide for the long-term protection of key essential service infrastructure.
- Support the development and use of renewable energy sources.
- Provide for the safe and efficient operation of key transport infrastructure including its ongoing maintenance and repair.
- Support appropriate long-term local and regional waste management strategies.

Directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.2.5.1	Roads and rail	Provide a safe, efficient and effective movement network for people and freight that is integrated with land uses to provide for better accessibility and sustainability.	<p>Each Shire to identify the location and extent of all existing and proposed transport infrastructure on the local planning scheme maps including 'primary and other regional roads', significant local government roads, and railway corridors and, where appropriate, apply suitable reserve classifications as established under the Model Provisions of the Planning and Development (local Planning Schemes) Regulations 2015.</p> <p>Where necessary, local planning schemes will introduce development controls to protect the role of 'primary and other regional roads' and railways for the conveyance of vehicular traffic and/or passengers and freight.</p> <p><i>Rationale: Refer to Part 2 item 2.7.1, and 2.7.2.</i></p>	Short term (1-5 years)

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1.2.5.2			Each Shire to investigate measures, where relevant and necessary, for the delivery of new or upgraded infrastructure, including via the provision of monetary contributions to support the orderly development of an area. Any such provisions shall be consistent with the objectives and measures established under State Planning Policy 3.6 – Infrastructure Contributions. <i>Rationale: Refer to Part 2 item 2.1.2, 2.2.1, 2.5, and 2.7.</i>	Short term (1-5 years)
1.2.5.3			Each Shire to identify and zone unconstructed roads deemed surplus to their requirements to support potential amalgamation into adjacent properties. <i>Rationale: Refer to Part 2 item 2.7.1.</i>	Short term (1-5 years)
1.2.5.4	Utility services	Provide for efficient and equitable access to public utilities by all of the community.	Each Shire, in partnership with State service providers such as Water Corporation and Western Power, will assess future utility service capacity requirements and identify appropriate locations for new infrastructure development. <i>Rationale: Refer to Part 2 item 2.2.1 and 2.7.</i>	Short term (1-5 years)
1.2.5.5			Each Shire to implement controls in its local planning scheme to ensure that development outside of the primary settlements is required to provide a suitable fit-for-purpose on-site water supply. <i>Rationale: Refer to Part 2 item 2.7.4.</i>	Short term (1-5 years)
1.2.5.6			Each Shire to define telecommunications infrastructure in its local planning scheme and	Short term

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			provide for this land use to be contemplated in appropriate locations to support improved digital connectivity. <i>Rationale: Refer to Part 2 item 2.7.7.</i>	(1-5 years)
1.2.5.7		Ensure that all future use and development of land within the buffer areas of existing or proposed major infrastructure is compatible with the long term operation of these facilities.	Each Shire, where appropriate, to identify suitable buffers in the planning framework to protect existing and proposed utility infrastructure, including waste water treatment plants and water treatment facilities. <i>Rationale: Refer to Part 2 item 2.2.1 and 2.7.</i>	Short term (1-5 years)
1.2.5.8	Regional infrastructure	Plan for strategic regional infrastructure which supports the ongoing sustainable development in the Strategy Area and surrounding region.	Each Shire to define 'renewable energy facility' in its local planning scheme, and provide for this use to be contemplated in appropriate locations. <i>Rationale: Refer to Part 2 item 2.1.5, 2.4.5 and 2.7.6</i>	Short term (1-5 years)
1.2.5.9			Explore opportunity for collaboration between the Shires to develop a regional waste management approach, including the identification of potential future waste sites, and once identified, put in place measures in the local planning framework to support a regional waste initiative. <i>Rationale: Refer to Part 2 item 2.2.1 and 2.7.8.</i>	Long term (10-15 years)

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1.3 Planning areas

1.3.1 Wagin

Key issues/opportunities for the Shire of Wagin:

- Encouraging population growth and economic diversification, to reduce dependency on agriculture and increase the resilience of the community.
- Balancing the needs of the agricultural sector, which is the main economic activity in the area, with the protection of the natural environment and biodiversity.
- Providing adequate interface between residential land in the Wagin townsite and surrounding rural land to ensure a sustainable coexistence between sensitive and rural land uses.
- Enhancing the liveability and attractiveness of the Wagin townsite, while preserving its heritage and rural character.

Shire of Wagin directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.3.1.1	Residential land supply and housing	Support the provision of housing to increase available stock, quality, and diversity.	Review the residential density codes in the local planning scheme and, where appropriate, introduce R10/17.5 dual coding to encourage reticulated sewer uptake consistent with Government Policy and to support medium density development, including aged and affordable housing. <i>Rationale: Refer to Part 2 item 2.1.2, 2.4.1, and 2.7.5.</i>	Short term (1-5 years)
1.3.1.2			Review the local planning scheme and introduce a Rural Residential zone, supporting the preservation of lifestyle lots greater than one hectare while also providing a buffer between the Rural and Residential zones. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2, and 2.4.5.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.1.3			Review the local planning scheme and introduce a Rural Smallholdings zone, supporting the preservation of lifestyle lots greater than four hectares, providing a buffer between the Rural and Residential zones, and assisting the conservation of landscape attributes. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2, and 2.4.5.</i>	Short term (1-5 years)
1.3.1.4			Facilitate the reclassification of Rural zoned lots within the Wagin townsite boundary to Rural Residential and/or Rural Smallholdings zones, as depicted on Figure 2. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2, and 2.4.5.</i>	Short term (1-5 years)
1.3.1.5			Review the classification of Lots 170 and 171 Ultra Street, Wagin, as depicted on Figure 2, with a view to zone as Residential. <i>Rationale: Refer to Part 2 item 2.3.2 and 2.4.1</i>	Short term (1-5 years)
1.3.1.6	Commerce and industry	Support a diverse range of local business and employment opportunities within settlements.	Facilitate the reclassification of Lots 449 and 450-452 Tudhoe Street, Lots 5 and 207 Stewart Road, and Lot 201 Wagin-Dumbleyung Road, Wagin from Rural to General Industry zone to accommodate industrial activities requiring large lots. <i>Rationale: Refer to Part 2 item 2.5.3 and 2.7.3.</i>	Medium term (5-10 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.1.7			Subject to verified demand, provide for the reclassification of Lots 1,17-19 and 22 Kersley Road, Wagin to Light Industry to accommodate light industrial activities associated with the Wagin Airfield. <i>Rationale: Refer to Part 2 item 2.5.3 and 2.7.3.</i>	Short term (1-5 years)
1.3.1.8			Undertake planning and explore opportunities for the funding, including grants, to extend the reticulated sewerage service to support the ongoing development of the Wagin townsite industrial area. <i>Rationale: Refer to Part 2 item 2.1.2, 2.5.3 and 2.7.5.</i>	Ongoing
1.3.1.9			Subject to community consultation, facilitate the reclassification of Lot 32 Trent Street, Wagin (Reserve 9247) in the local planning scheme to a suitable zone/reserve with a view to supporting land uses which assist to activate the streetscape (restaurant, café, etc.). <i>Rationale: Refer to Part 2 item 2.2.1, 2.4.2 and 2.5.5.</i>	Short term (1-5 years)
1.3.1.10			Review the classification of Lots 182 and 1899 Vine Street, and Lots 187 and 274 on DP 223175, Wagin, as depicted on Figure 2, with a view to zone as General Industry. <i>Rationale: Refer to Part 2 item 2.7.3</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.1.11	Tourism	Encourage the growth of a diversified tourism economy, including providing a diverse offering of short-stay accommodation types.	Review the land use classification applied to Lot 404 on DP 107051 and Lot 1802 on DP 211978 with a view to applying a mix of Tourism zone and Public Open Space reserve, supporting a range of short-term tourist accommodation land uses and the rehabilitation of the existing open space and drainage area. <i>Rationale: Refer to Part 2 item 2.4.6 and 2.5.4.</i>	Short term (1-5 years)
1.3.1.12	Natural areas and rural landscapes	Protect, conserve and enhance environmental and landscape values for the benefit of current and future generations.	Facilitate the reclassification of Rural zoned Crown Land lots within the Wagin townsite boundary to Public Open Space and/or Environmental Conservation reserve, as is depicted on Figure 2. <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.1.13	Built form and character	Support development which enhances local sense of place, providing attractive, active and vibrant townscapes and streetscapes.	Prepare a local planning policy to guide development in the Wagin townsite to provide an identifiable character which capitalises on its historic streetscapes and supports integration with the surrounding rural locality. <i>Rationale: Refer to Part 2 item 2.4.2.</i>	Medium term (5-10 years)
1.3.1.14			Include guidance in the local planning framework for private signage in the Wagin townsite and local surrounds. <i>Rationale: Refer to Part 2 item 2.4.2.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.1.15	Roads and rail	Provide a safe, efficient and effective movement network for people and freight that is integrated with land uses to provide for better accessibility and sustainability.	Recognise the importance of the road and rail freight network to industry and the local economy when considering land use proposals within planning trigger distances of operating railway lines. <i>Rationale: Refer to Part 2 item 2.7.1 and 2.7.2.</i>	Ongoing
1.3.1.16			Undertake investigation into the viability, including an assessment of the economic, social and environmental implications, of a heavy vehicle route as part of a potential multiple use corridor utilising the historic railway reserve south of the Wagin townsite's primary residential areas. <i>Rationale: Refer to Part 2 item 2.7.1.</i>	Long term (10-15 years)
1.3.1.17			Investigate the use of a portion of Lot 436 (on DP 223181) Tudhoe Street, Wagin as a "truck rest stop". <i>Rationale: Refer to Part 2 item 2.7.</i>	Short term (1-5 years)
1.3.1.18	Regional infrastructure	Plan for strategic regional infrastructure which supports the ongoing sustainable development in the Strategy Area and surrounding region.	Provide opportunities for the flexible use and development of land forming part of the Wagin Airfield supporting land use classifications in the local planning scheme which allow for development with synergies to aviation activities. <i>Rationale: Refer to Part 2 item 2.5.3 and 2.7.3.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.1.19			Implement mechanisms in the local planning scheme to protect the air space near the Wagin Aerodrome from development which might risk the ongoing viability of the aerodrome. <i>Rationale: Refer to Part 2 item 2.7.3.</i>	Short term (1-5 years)
1.3.1.20			Assess options for the expansion of the Wagin Cemetery. <i>Rationale: Refer to Part 2 item 2.7.</i>	Medium term (5-10 years)
1.3.1.21	Hazards	Mitigate the occurrence of significant impacts from natural disasters and hazards.	With the advice of the Government department responsible for water and rivers, implement development provisions into the local planning scheme to control development at risk of flooding from Dorderyemunning Creek, Colblinine River and Wagin Lake during a 100 year ARI flood event. Generally, development should achieve a minimum 0.50 metre freeboard above the 100 year ARI flood level. <i>Rationale: Refer to Part 2 item 2.2.5 and 2.4.7.</i>	Short term (1-5 years)

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1.3.2 West Arthur

Key issues/opportunities for the Shire of West Arthur:

- Increasing the resilience and sustainability of the local economy, while encouraging population growth and providing opportunities for economic diversification.
- Enhancing the liveability and attractiveness of the Shire's townsites and rural areas.
- Balancing the competing demands and expectations of different land uses and stakeholders, such as broadacre agriculture, intensive agriculture, conservation, tourism, renewable energy facilities, forestry, and industry.
- Providing adequate and affordable reticulated infrastructure and services to the Shire's townsites, particularly water and sewer.

Shire of West Arthur directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.3.2.1	Residential land supply and housing	Support the provision of housing to increase available stock, quality, and diversity.	Reclassify Lot 186 Burrowes Street (Reserve 26311), Lot 267 Hull Street and Lot 268 Arthur Street (Reserve 33042), Darkan from Recreation and Open Space reserve to Residential zone with an R10 density code. <i>Rationale: Refer to Part 2 item 2.3.2 and 2.4.1.</i>	Short term (1-5 years)
1.3.2.2			Provide for the reclassification of Lots 265, 266, 269, 270, 272 Arthur and Horwood Streets, Darkan from Industrial to Residential zone with an R10 density code. <i>Rationale: Refer to Part 2 item 2.3.2 and 2.4.1.</i>	Medium term (5-10 years)
1.3.2.3			Subject to verified demand, provide for the long-term reclassification of the cleared north-eastern portion of Lot 361 Moodiarrup Road, Darkan (Reserve 15837) from Recreation and Open Space reserve to Residential zone with an R10 density code. <i>Rationale: Refer to Part 2 item 2.3.2 and 2.4.1.</i>	Long term (10-15 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.2.4			Facilitate the rezoning of Lots 150, 4 and 500 Burrowes Street, Darkan, as depicted on Figure 3, from Commercial zone or Public Purposes reserve to Residential zone. <i>Rationale: Refer to Part 2 item 2.4.1</i>	Short term (1-5 years)
1.3.2.5	Commerce and industry	Support a diverse range of local business and employment opportunities within settlements.	Review the local planning scheme to introduce a Rural Townsite zone, to provide for a range of land uses that would typically be found in a small country town. <i>Rationale: Refer to Part 2 item 2.4.2</i>	Short term (1-5 years)
1.3.2.6			Review the local planning scheme and investigate the reclassification of Lots 276, 277, 280, 298 and 306 Arthur Street and Horwood Street, Darkan from Industry to Light Industry zone. <i>Rationale: Refer to Part 2 item 2.1.2 and 2.5.3.</i>	Medium term (5-10 years)
1.3.2.7			Prioritise the development of commercial land uses on Commercial zoned land within the Darkan and Duranillin townsites, with residential uses to be permitted where they do not compromise the provision of retail and other services to the community. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1 and 2.5.3.</i>	Ongoing

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Item	Theme	Planning Direction	Action	Time frame
1.3.2.8			<p>Review the local planning scheme and investigate the reclassification of Lots 1-4, 6-8, 48, 49 and 54 Farrell Street, Duranillin from Commercial to Rural Townsite zone and provide greater flexibility in land use to support the viability of the settlement.</p> <p><i>Rationale: Refer to Part 2 item 2.5.5.</i></p>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.2.9			<p>Review the local planning scheme and introduce provisions to address the transition of the forestry industry, specifically to provide for the sustainable development of 'tree farms'. Key considerations should include:</p> <ul style="list-style-type: none"> • encouraging planting of endemic tree species; • avoiding tree farms in areas identified as high quality agricultural land; • the control of pests, including the provision of vermin proof fencing; • the management and mitigation of bushfire risk; • confirming that the establishment of tree farms does not warrant the creation of new or smaller rural lots; and • proportionate contributions by proponents of tree farm developments towards road construction and/or upgrade costs to accommodate the movement of heavy vehicles, particularly where trees are proposed to be harvested. <p><i>Rationale: Refer to Part 2 item 2.4.5.</i></p>	Short term (1-5 years)

COUNCIL

Item	Theme	Planning Direction	Action	Time frame
1.3.2.10			Investigate the rezoning of Lot 3 on D 43208, Lot 4 Coalfields Road, Lot 5 Growden Place, Lot 7 Coalfields Road and part Lot 50 Growden Place, as depicted on Figure 3, from Rural to Industrial to facilitate additional commercial activity adjacent to the existing industrial area. <i>Rationale: Refer to Part 2 item 2.5.3.</i>	Short term (1-5 years)
1.3.2.11	Tourism	Encourage the growth of a diversified tourism economy, including providing a diverse offering of short-stay accommodation types.	Review the land use classification applied to Lots 420 and 421 on DP 77655, Darkan (Reserves 37824 & 10341) with a view to applying a Tourism zone, supporting a range of short-term tourist accommodation land uses. <i>Rationale: Refer to Part 2 item 2.5.4.</i>	Short term (1-5 years)
1.3.2.12			Implement mechanisms in the local planning scheme to protect the air space near the Hillman Farm Aerodrome on Lot 9975 Hillman-Dardadine Road, Darkan from development which might risk the ongoing viability of Hillman Farm Skydiving's commercial operations, along with any other related aviation activities occurring in the vicinity of the Aerodrome. <i>Rationale: Refer to Part 2 item 2.5.4 and 2.7.3.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.2.13	Natural areas and rural landscapes	Protect, conserve and enhance environmental and landscape values for the benefit of current and future generations	Facilitate the reclassification of Rural Residential zoned Crown Land lots within the Duranillin and Bowelling townsites to Public Open Space, Public Purposes (Recreational), and/or Environmental Conservation reserve, as is depicted on Figure 3. <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.2.14		Each shire to review its local planning scheme and, where appropriate, classify Crown Land containing major waterways, lakes and wetlands to protect natural resource values consistent with the classifications established under the Model Provisions of the Planning and Development (local Planning Schemes) Regulations 2015.	Facilitate the reclassification of Rural zoned land in State ownership, including land owned by State bodies, Unallocated Crown Land and Crown Reserves, to an appropriate reserve for public purpose (i.e. State Forest, Environmental Conservation, Public Open Space, Public Purposes, etc.). <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.2.15			Facilitate the reclassification of Rural zoned land in Shire ownership, along with redundant road reserves, adjacent Lake Towerrinning to Public Open Space reserve. <i>Rationale: Refer to Part 2 item 2.4.6, 2.5.4, 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.2.16	Built form and character	Support development which enhances local sense of place, providing attractive, active and vibrant townscapes and streetscapes.	Include guidance in the local planning framework for private signage in townsites and local surrounds. <i>Rationale: Refer to Part 2 item 2.4.2.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.2.17	Heritage	Support the protection and conservation of sites with significant heritage and cultural values and continue to reflect each shires unique heritage.	Facilitate the reclassification of State and Shire owned land forming part of the Arthur River Heritage Precinct fronting Albany Highway from Rural zone and Local Road reserve to Heritage reserve. <i>Rationale: Refer to Part 2 item 2.4.4 and 2.5.4.</i>	Short term (1-5 years)
1.3.2.18	Water, sewer, electricity and telecommunications	Ensure future residential subdivision and development occurs in a manner which protects the environment, land and water resources, along with public health and local amenity.	Where there is no reticulated sewerage network, review the density coding in Darkan's Residential zone to ensure that the minimum site areas can be achieved in accordance with the State's policy requirements regarding on-site sewage disposal. This may include the introduction of a R10/20 dual coding to encourage reticulated sewer uptake, and/or provide for the development of grouped dwellings serviced by on-site sewage treatment system suitable for strata schemes. <i>Rationale: Refer to Part 2 item 2.1.2 and 2.7.5.</i>	Short term (1-5 years)
1.3.2.19		Provide for future population growth and continued diversification of the economy by supporting the protection and delivery of necessary reticulated infrastructure.	Investigate, identify and secure suitable land to facilitate the delivery of a reticulated sewerage service to the Darkan townsite. <i>Rationale: Refer to Part 2 item 2.1.2 and 2.7.5.</i>	Long term (10-15 years)
1.3.2.20			Ensure the planning framework facilitates sustainable water supply outcomes for the Duranillin townsite, prioritising fit-for-purpose on-site supply for all development. <i>Rationale: Refer to Part 2 item 2.7.4.</i>	Short term (1-5 years)

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1.3.3 Williams

Key issues/opportunities for the Shire of Williams:

- Enhancing the liveability and attractiveness of the Williams and Quindanning townsites to encourage continued population growth while preserving its rural character and heritage.
- Providing for the delivery of adequate and affordable reticulated infrastructure and services to the Williams townsite to support potential future population growth.
- Encouraging economic diversification by supporting opportunities for the development of new industry in the Williams district, while managing potential land use conflicts.
- Consider the impacts of climate change, such as potential floods and bushfires of increasing frequency and severity, on the Shire's residential population when reviewing and determining planning proposals.
- Balancing the competing demands and expectations of different land uses and stakeholders, such as broadacre agriculture, intensive agriculture, conservation, tourism, renewable energy facilities, mining, and industry.

Shire of Williams directions and actions

Item	Theme	Planning Direction	Action	Time frame
1.3.3.1	Residential land supply and housing	Support the provision of housing to increase available stock, quality, and diversity.	Facilitate the reclassification of Rural Residential lots within the Williams townsite boundary to Residential zone, as depicted on Figure 4. <i>Rationale: Refer to Part 2 item 2.3.2 and 2.4.1.</i>	Short term (1-5 years)
1.3.3.2			Contemplate increasing the density coding of Residential zoned lots in the Williams townsite which are afforded the necessary reticulated services (electricity, water and sewer), to support the creation of new lots where it is demonstrated to improve the Townsite's street amenity and local character. <i>Rationale: Refer to Part 2 item 2.2.1, 2.4.1, and 2.7.</i>	Ongoing

COUNCIL

Item	Theme	Planning Direction	Action	Time frame
1.3.3.3			Review the classification of Lot 15 on DP 223074 and Lot 50 on DP 65481 Pinjarra-Williams Road, Williams, as depicted on Figure 4, with a view to zone as Residential. <i>Rationale: Refer to Part 2 item 2.3.2 and 2.4.1</i>	Short term (1-5 years)
1.3.3.4			Review the classification of Lots 124, 125 and 350 Richmond Street, and Lot 100 Old Soldiers Road, Williams, as depicted on Figure 4, with a view to zone as Rural Residential. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2 and 2.4.5</i>	Short term (1-5 years)
1.3.3.5			Review the local planning scheme and introduce a Rural Smallholdings zone, supporting the preservation of lifestyle lots greater than four hectares, to provide a buffer between the Rural and Residential zones, and assisting the conservation of landscape attributes. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2 and 2.4.5</i>	Short term (1-5 years)
1.3.3.6			Facilitate the rezoning of Rural and Special Use zoned lots adjacent to the Williams townsite, as depicted on Figure 4, to Rural Smallholdings. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2 and 2.4.5</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.3.7			Review the zoning of Lot 6 on DP 58682 and Lot 33 on DP143936 Pinjarra-Williams Road, Williams, as depicted on Figure 4, with a view to rezone as Rural Smallholdings. <i>Rationale: Refer to Part 2 item 2.3.2, 2.4.1, 2.4.2 and 2.4.5</i>	Short term (1-5 years)
1.3.3.8	Commerce and industry	Support a diverse range of local business and employment opportunities within settlements.	Facilitate zoning or rezoning of various lots within the Williams townsite boundary, as depicted on Figure 4, to Commercial zone to provide development flexibility and improve land use interface. <i>Rationale: Refer to Part 2 item 2.4.2 and 2.5.6.</i>	Short term (1-5 years)
1.3.3.9			Contemplate the shop - small land use on Lots 4, 5, 210 and 211 Brooking Street, Williams through the application of an additional use right in the local planning scheme. <i>Rationale: Refer to Part 2 item 2.4.2 and 2.5.6.</i>	Short term (1-5 years)
1.3.3.10			Review the local planning scheme and investigate the reclassification of Lot 12074 on DP 201729 Albany Highway, Williams from Rural to General Industry zone. <i>Rationale: Refer to Part 2 item 2.5.3.</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.3.11			<p>Review the local planning scheme and investigate the reclassification of portion of the lot west of Albany Highway in the Williams townsite, on Certificate of Title 2057/309 (PIN: 552550), from Rural to Commercial zone, to support potential retail and commercial uses servicing the townsite and passing trade, as depicted on Figure 4.</p> <p><i>Rationale: Refer to Part 2 item 2.2.1 and 2.5.</i></p>	Medium term (5-10 years)
1.3.3.12			<p>Facilitate the reclassification of Lot 1 on DP 39669 Albany Highway, Williams from Industrial to Rural zone, as depicted on Figure 4, to provide for its ongoing use in support of rural industry.</p> <p><i>Rationale: Refer to Part 2 item 2.1.2, 2.4.5 and 2.5.3.</i></p>	Short term (1-5 years)
1.3.3.13			<p>Investigate and provide for the reclassification of Reserve 32740 and Lot 556 on DP 405626, along with the adjacent railway reserves and redundant local road reserves, Mixed Use zone, as depicted on Figure 4, to support adaptive reuse of the land.</p> <p><i>Rationale: Refer to Part 2 item 2.4.2, 2.5.4, and 2.5.5.</i></p>	Short term (1-5 years)

COUNCIL

Item	Theme	Planning Direction	Action	Time frame
1.3.3.14			Facilitate the reclassification of all privately owned Industrial zoned lots fronting Narrogin Road and Cowcher Street in the Williams townsite to Rural Enterprise zone, as depicted on Figure 4, providing for their ongoing use for light industry with ancillary residential uses. <i>Rationale: Refer to Part 2 item 2.1.2, 2.4.5 and 2.5.3.</i>	Short term (1-5 years)
1.3.3.15			Review the zoning of Lot 7 on DP 58682 Pinjarra-Williams Road, Williams, as depicted on Figure 4, with a view to rezone as Rural Townsite supporting greater flexibility in land use. <i>Rationale: Refer to Part 2 item 2.5.5</i>	Short term (1-5 years)
1.3.3.16	Tourism	Encourage the growth of a diversified tourism economy, including providing a diverse offering of short-stay accommodation types.	Review the Special Use zoning of Lots 4 and 51 William Street, Williams, as depicted on Figure 4, with a view to rezone as Tourism to support a range of short-term accommodation land uses. <i>Rationale: Refer to Part 2 item 2.5.4.</i>	Short term (1-5 years)
1.3.3.17			Review the zoning of a portion of Lot 352 on DP 250660 Pinjarra-Williams Road, Williams, as depicted on Figure 4, with a view to rezone to Tourism to support a range of tourism and attractor land uses, including short-term accommodation. <i>Rationale: Refer to Part 2 item 2.5.4</i>	Short term (1-5 years)

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Item	Theme	Planning Direction	Action	Time frame
1.3.3.18	Natural areas and rural landscapes	Protect, conserve and enhance environmental and landscape values for the benefit of current and future generations.	Facilitate the reclassification of Rural zoned land in State ownership, including land owned by State bodies; Unallocated Crown Land and Crown Reserves, containing natural and environmental assets to Public Purposes reserve as appropriate (State Forest, Public Open Space, or Environmental Conservation). <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.3.19			Facilitate the reclassification of the western portion of Lot 550 on DP 422656 from Rural zone to Public Purpose reserve, as depicted on Figure 4, to provide for the conservation of vegetated areas and ensure appropriate buffers are maintained to the wastewater facility. <i>Rationale: Refer to Part 2 item 2.6.1 and 2.7.5.</i>	Short term (1-5 years)
1.3.3.20			Facilitate the reclassification of the northern portion of Lot 360 on DP 192072 from Rural Residential zone to Public Purpose reserve, as depicted on Figure 4, to provide for the conservation of vegetated areas and protect the Williams River. <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)

COUNCIL

Item	Theme	Planning Direction	Action	Time frame
1.3.3.21			Facilitate the reclassification of State and Local Government owned Industrial zoned lots, including Reserves and Unallocated Crown Land, within the Williams townsite boundary to Public Open Space and Public Purpose reserve, as depicted on Figure 4. <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.3.22			Facilitate the reclassification of Reserve 48750 from Rural to Public Open Space and/or Public Purpose reserve, as depicted on Figure 4, to continue to provide for the maintenance of the Williams River foreshore. <i>Rationale: Refer to Part 2 item 2.6.1 and 2.6.2.</i>	Short term (1-5 years)
1.3.3.23	Built form and character	Support development which enhances local sense of place, providing attractive, active and vibrant townscapes and streetscapes.	Include guidance in the local planning framework for private signage in townsites and local surrounds. <i>Rationale: Refer to Part 2 item 2.4.2.</i>	Short term (1-5 years)
1.3.3.24	Hazards	Mitigate the occurrence of significant impacts from natural disasters and hazards.	Subject to advice from the Government department responsible for water and rivers, ensure the local planning framework contemplates mitigation measures for new developments within the Williams townsite, which may be at risk of flooding from the Williams River and its tributaries. <i>Rationale: Refer to Part 2 item 2.4.7.</i>	Short term (1-5 years)

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1.4 Strategy maps

Produced by Data Analytics,
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SLIP 1447-2023-1

Spatial Reference GDA2020 MGA Zone 50

Legend

- River
- Lake
- Cadastre

Urban growth and settlement

- Major local centre
- Local centre
- Small rural townsite

Economy and employment

- Existing industrial
- Rural
- Future tourism

Environment and recreation

- Existing environmental conservation
- Future environmental conservation
- Regional parks and recreation
- Future regional parks and recreation
- State Forest

Infrastructure

- Existing regional infrastructure and public purposes
- Railways
- Primary distributor road
- Regional distributor road
- Railway - operational
- Railway - closed/disused
- Cycle/walk trail
- Tourist trail opportunity
- Aerodrome
- Special planning controls - protection of airfield operations

Dryandra National Park and Lol Gray State Forest are designated Future Environmental Conservation with limited tourism and recreation use as determined by State Government.

Lake Dumbleyung and foreshore buffer area is designated Environmental Conservation with limited tourism and recreation use, as determined by State Government and managed by the Shire of Wagin

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Department of Planning, Lands and Heritage working plan. Data not yet validated.
Internal use only - not for distribution.

Index to map area

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Wagin, West Arthur and Williams Local Planning Strategy

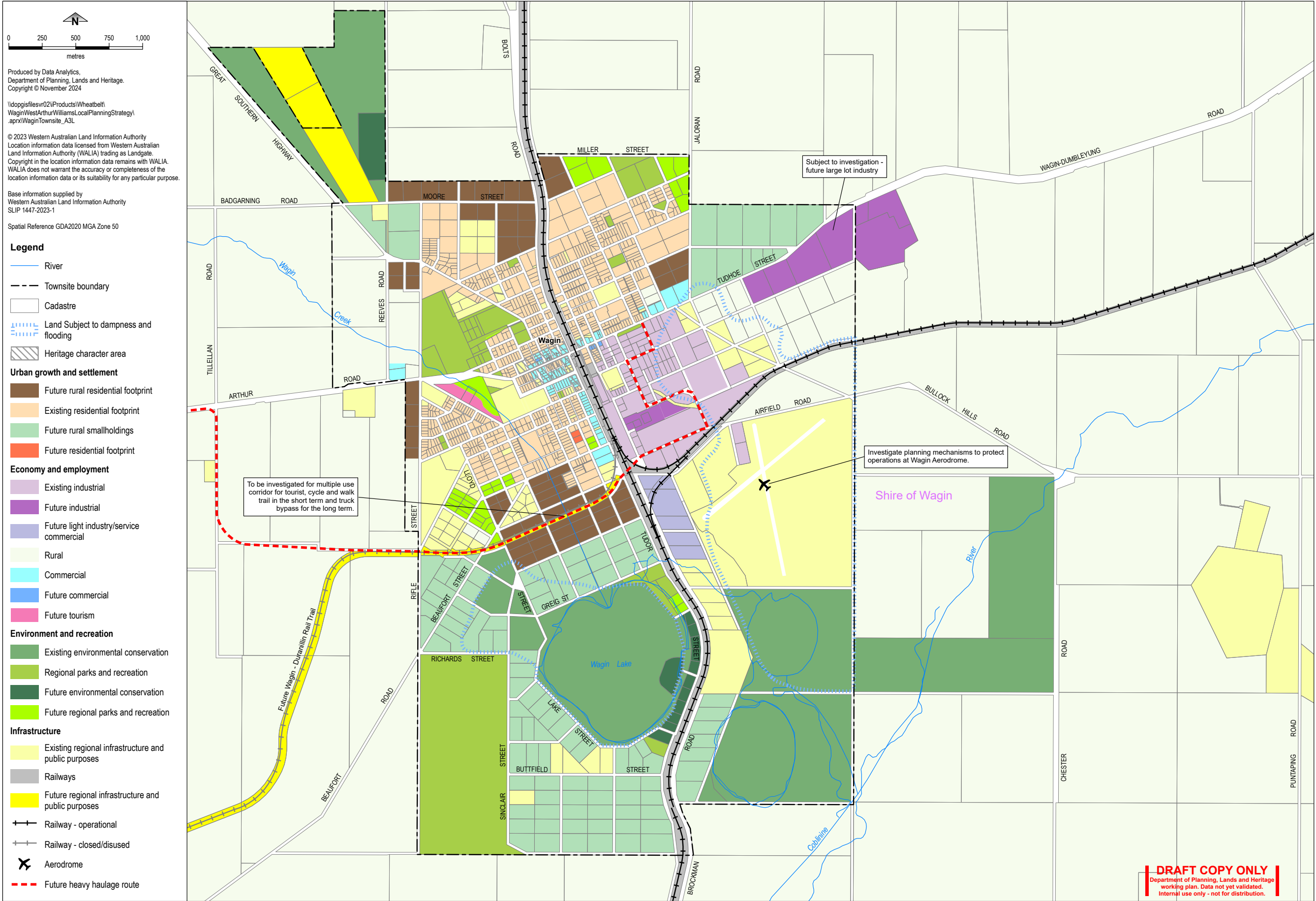


Figure 2 - Wagin Townsite Strategy Map

Wagin, West Arthur and Williams Local Planning Strategy



Figure 3 - West Arthur Townsites Strategy Map

Wagin, West Arthur and Williams Local Planning Strategy

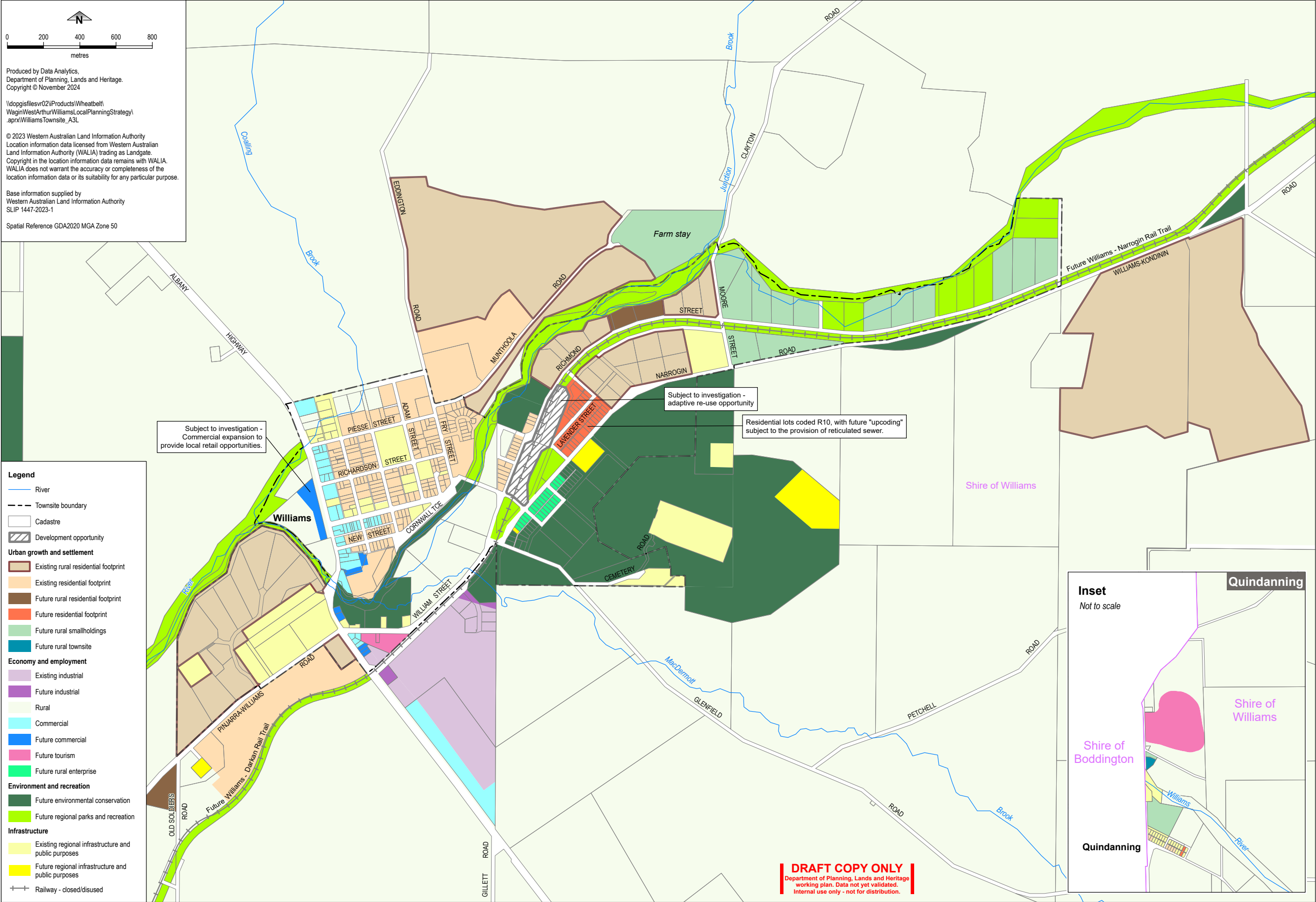


Figure 4 - Williams Townsite Strategy Map

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1.5 Implementation and review

The Shires of Wagin, West Arthur and Williams will guide the implementation of the Local Planning Strategy including the setting of priorities, generating and allocating resources and ongoing monitoring and review.

The Shires will monitor the performance of the Local Planning Strategy and undertake a comprehensive review within five (5) years of gazettal of any new local planning scheme. This may precede the major review of each local planning scheme, which is required to be undertaken every five (5) years under the requirements of the *Planning and Development Act 2005*.

This review of the Local Planning Strategy will audit the success of the Strategy to date. Focusing on achieving the vision and planning directions for the three Shires and will seek to reflect changed circumstances and/or changed community aspirations and needs. This provision for regular review will ensure the Local Planning Strategy remains relevant and continues to effectively shape development within each Shire over the next ten (10) to fifteen (15) years.

It should be noted the Local Planning Strategy may also be reviewed within the proposed five (5) year review period at the discretion of the impacted local government should this be required to respond to any major changes or other unforeseen circumstances or needs. All amendments to the Strategy will be undertaken in consultation with the affected local governments and in accordance with the procedures and processes prescribed by the *Planning and Development (Local Planning Schemes) Regulations 2015*.

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PART 2

Background information and analysis

2. Introduction

The purpose of Part 2 is to provide the rationale and evidence base for the strategic directions and actions presented in Part 1. Part 2 provides background information and analysis, as well as a summary of the relevant State, regional and local planning contexts and their implications for this Strategy. A profile of each local government area is included to provide an analysis of information relating to the current demographic profile of each shire and the key planning themes influencing future development and land use.

2.1 State and regional planning context

2.1.1 State Planning Strategy 2050

The State Planning Strategy provides the strategic context and basis for the coordination and integration of land use planning and development across Western Australia. It contemplates a future in which high standards of living, improved public health and an excellent quality of life can continue to be enjoyed by present and future generations of Western Australians.

The State Planning Strategy proposes that diversity, liveability, connectedness and collaboration is central to achieving the vision of sustained growth and prosperity, and establishes principles, strategic goals and directions to ensure the development of the State progresses towards this vision.

The Strategy is aligned with the State Planning Strategy's vision of sustained growth and prosperity by guiding planning outcomes which sustain the agricultural industry as the core economy for Wagin, West Arthur and Williams, while supporting diversification into new and emerging economic pursuits. It recognises the value of community and the natural environment in planning decision making, and seeks to uphold Wagin, West Arthur and Williams position in the Wheatbelt's Southern Region.

2.1.2 State Planning Policies

State Planning Policies (SPP's) are prepared under Part 3 of the *Planning and Development Act 2005* and provide the highest level of planning control and guidance in Western Australia. SPPs relevant to each of the Shires are outlined in Table 1.

Table 1: State Planning Policy overview and Strategy implications and responses

State Planning Policy	Overview	Strategy Implications and Responses
SPP 1 State Planning Framework	<p>SPP 1 expands on the key principles of the State Planning Strategy in planning for sustainable land use and development. It brings together existing State and regional policies, strategies and guidelines within a central framework, which provides a context for decision making on land use and development in Western Australia.</p> <p>SPP 1 informs the WAPC, local government and others involved in the planning process on State level planning policy which is to be taken into consideration, and given effect to, to ensure</p>	<ul style="list-style-type: none"> • Ensure the Strategy and provisions for future development within each Shire's local planning framework is consistent with the principles of SPP 1. • Strategic planning within each Shire to consider the regional planning instruments that are established under SPP 1.

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	<p>integrated decision-making across all spheres of planning.</p> <p>SPP 1 identifies relevant policies and strategies used by the WAPC in making decisions and which may be amended from time to time. SPP 1 is the overarching SPP with additional SPPs setting out the WAPC's policy position in relation to aspects of the State Planning Strategy principles.</p>	
<p>SPP 2</p> <p>Environment and Natural Resources Policy</p>	<p>SPP 2 provides guidance for the protection, management, conservation and enhancement of the natural environment. SPP 2 integrates environment and natural resource management with broader land use planning and decision-making.</p> <p>SPP 2 outlines general measures for matters such as water, air quality, soil and land quality, biodiversity, agricultural land and rangelands, basic raw materials, landscapes and energy efficiency. These general measures should be considered in conjunction with environmentally-based, issue-specific State planning policies which supplement SPP 2.</p>	<p>Ensure key environmental and natural resources within each Shire is considered in the development of the Strategy. This includes protecting native vegetation particularly threatened vegetation communities and fauna and preventing land degradation, salinity and impacts on water resources.</p>
<p>SPP 2.4</p> <p>Planning for Basic Raw Materials</p>	<p>SPP 2.4 seeks to ensure basic raw materials (BRM) and extractive industry matters are considered during planning and development decision-making, to facilitate the responsible extraction and use of the State's BRM resources.</p> <p>SPP 2.4 establishes objectives relating to recognising the importance of BRM early in the planning process; protecting BRM through avoiding encroachment from incompatible land uses; efficient use of BRM; identifying BRM extraction opportunities through sequential land use and ensuring BRM extraction avoids, minimises or mitigates impacts on the community and the environment.</p>	<ul style="list-style-type: none"> • Plan and provide for ongoing BRM extraction where applicable. • Ensure existing BRM operations and known resources are protected from encroachment by sensitive land uses.
<p>SPP 2.5</p> <p>Rural Planning</p>	<p>SPP 2.5 seeks to protect and preserve Western Australia's rural land assets due to the importance of their economic, natural resource, food production, environmental and landscape values. SPP 2.5 applies to rural land and rural land uses as well as land that may be impacted by rural land uses. SPP 2.5 includes policy measures aimed at protecting rural land while encouraging a diversity of compatible rural land uses.</p>	<ul style="list-style-type: none"> • Ensure planning in each Shire provides for continued agricultural production capabilities. • Ensure that land use and development does not compromise agricultural production. • Provide for ongoing BRM extraction where applicable on rural land. • Each Shire should identify all existing Offensive Trades and land uses with off-site risks regulated under the <i>Public Health Act 2016 and Health</i>

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		<i>(Miscellaneous Provisions) Act 1911 and consider implementing controls in their respective planning frameworks to protect from encroachment by sensitive land uses.</i>
SPP 2.7 Public Drinking Water Source	<p>SPP 2.7 informs decision-makers of those aspects concerning the protection of Public Drinking Water Supply Areas throughout the State.</p> <p>It is intended that this be implemented through the preparation of strategic plans, regional and local planning schemes, conservation and management strategies, and other relevant plans or guidelines, as well as through decision-making on subdivision and development applications.</p>	<ul style="list-style-type: none"> • Ensure potable water supply sources are protected. • Liaise with Water Corporation and Department of Water and Environmental Regulation regarding water resources within each Shire where land use and development have the potential to impact these resources. • Identify opportunities and constraints for water supply in each Shire and ensure rezoning and development requirements are reflective of this.
Draft SPP 2.9 Planning for Water	<p>Draft SPP 2.9 seeks to ensure that planning and development considers water resource management and includes appropriate water management measures to achieve optimal water resource outcomes. Draft SPP 2.9 establishes objectives relating to improving environmental, social, cultural and economic values of water resources; protecting public health through appropriate water supply and waste water infrastructure; sustainable use of water resources and managing the risk of flooding and water related impacts of climate change on people, property and infrastructure.</p>	<ul style="list-style-type: none"> • Reflect any available flood modelling in the Strategy and Scheme. • Reflect the location and buffers of each shires Wastewater Treatment Plant (where applicable) in the Strategy and Scheme. • Protect and, where necessary, reserve water assets in the Strategy Area. • Consider water supply reliably as part of land use planning, and encourage the sustainable use of water supplies, including through on-site rainwater harvesting. • Ensure the Strategy and Scheme respond to the management principles which apply to effluent disposal.
SPP 3 Urban Growth and Settlement	<p>SPP 3 sets out the principles and considerations which apply to planning for urban growth and settlement in Western Australia. SPP 3 seeks to facilitate sustainable patterns of urban growth and settlement by setting out the requirements of sustainable settlements and communities and the broad policy for accommodating growth and change.</p> <p>SPP 3 outlines general measures to create sustainable communities, plan liveable neighbourhoods, coordinate services and</p>	<ul style="list-style-type: none"> • Ensure each Shires townsites can provide for a variety of uses to support the concentration of commercial activities. • In settlement areas prioritise the use of vacant and underutilised land over the subdivision and development of new sites where feasible.

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	infrastructure, manage rural-residential growth and plan for aboriginal communities. These general measures should be considered in conjunction with issue-specific urban growth and settlement state planning policies which supplement SPP 3.	<ul style="list-style-type: none"> • Provide for housing that reflects the needs of the community accounting for each Shires demographic profile and prevailing business trends.
SPP 3.4 Natural Hazards and Disasters	<p>SPP 3.4 encourages local governments to adopt a systemic approach to the consideration of natural hazards and disasters. SPP 3.4 seeks to include planning for natural disasters as a fundamental element in the preparation of planning documents, and through these planning documents, minimise the adverse impacts of natural disasters on communities, the economy and the environment.</p> <p>SPP 3.4 sets out considerations for decision makers in relation to hazards including flood, bushfire, landslides, earthquakes, cyclones and storm surges. Consideration of these hazards should be undertaken in conjunction with issue-specific state planning policies which supplement SPP 3.4.</p>	<ul style="list-style-type: none"> • Planning should address the primary hazards likely to impact each shires community and infrastructure. Bushfire is a hazard affecting each Shire, while flood primarily impacts the Shires of Williams and Wagin. • Land use and development outcomes in designated bushfire prone areas are to address the requirements of SPP 3.7 and associated guidelines. • The planning framework should only allow for land use and development in flood prone areas where it is safe and, an adequate level of flood protection can be provided and on the advice of the Department of Water and Environmental Regulation.
SPP 3.5 Historic Heritage Conservation	<p>SPP 3.5 sets out the principles for the conservation and protection of Western Australia's historic heritage. SPP 3.5 seeks to conserve places and areas of historic heritage significance and to ensure development does not adversely affect the significance of heritage places and areas.</p> <p>SPP 3.5 primarily relates to historic cultural heritage noting that aboriginal heritage and natural heritage are protected by other legislative instruments. Historic cultural heritage includes heritage areas, buildings and structures, historic cemeteries and gardens, manmade landscapes and historic or archaeological sites with or without built features.</p> <p>SPP 3.5 contains development control principles and considerations for decision-makers for where development is proposed within a heritage place and heritage area. SPP 3.5 also states that care should be taken by decision-makers to minimise the extent to which land use zoning and other planning controls conflict with, or undermine, heritage conservation objectives.</p>	<ul style="list-style-type: none"> • The State and local heritage policies/list should be reviewed to ensure local planning controls are sufficient to protect identified heritage places. • Each Shire to prepare and adopt a heritage list consistent with the requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.
SPP 3.6	SPP 3.6 sets out the principles and requirements that apply to the establishment and collection of infrastructure contributions in	Where relevant and necessary, the Shires may make arrangements for development

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Infrastructure Contributions	new and established areas. SPP 3.6 establishes objectives to coordinate the efficient and effective delivery of infrastructure to support population growth and development; provide clarity on the acceptable methods of collecting and coordinating contributions for infrastructure and provide the framework for a transparent, equitable, and accountable system for apportioning, collecting and spending contributions.	contributions to be sought to allow for the orderly development of an area and/or the delivery/upgrade of community infrastructure.
SPP 3.7 Bushfire	<p>SPP 3.7 provides a framework in which to implement effective, risk-based land use planning and development outcomes to preserve life and reduce the impact of bushfire on property and infrastructure. SPP 3.7 emphasises the need to identify and consider bushfire risks in decision-making at all stages of the planning and development process whilst achieving an appropriate balance between bushfire risk management measures, biodiversity conservation and environmental protection.</p> <p>SPP 3.7 applies to all land which has been designated as bushfire prone by the Fire and Emergency Services Commissioner as well as areas that may have not yet been designated as bushfire prone but are proposed to be developed in a way that introduces a bushfire hazard.</p>	<ul style="list-style-type: none"> • Review areas designated as bushfire prone to determine bushfire risk and implications for zoning and development opportunities. • Planning proposals in bushfire prone areas which result in the intensification of land use or introduce a bushfire hazard should only be supported where they are consistent with SPP 3.7 and the associated Guidelines.
SPP 4.1 Industrial Interface	<p>SPP 4.1 aims to protect the long-term future operation of industry and infrastructure facilities, by avoiding encroachment from sensitive land uses and potential land use conflicts. SPP 4.1 encourages the use of statutory buffers; facilitating industrial land uses with offsite impacts within specific zones and compatible interface between strategic/general industry zones and sensitive zones.</p> <p>SPP 4.1 supports land use conflict being addressed as early as possible in the planning process. It is also expected that land use conflict will be subsequently considered at each stage of the planning framework, increasing in detail at each level.</p> <p>SPP 4.1 recognises the overlap of various environmental, health and safety regulations and guidelines and outlines considerations for decision-makers in this regard.</p>	<ul style="list-style-type: none"> • Industrial land in the Strategy Area is focused on servicing the broader region and, particularly, the agricultural sector. • Existing and future land for industrial land uses should be clearly identified, with a compatible interface between these areas and sensitive zones provided. • Each Shire should identify all existing Prescribed Premises and land uses with off-site risks regulated under the <i>Dangerous Goods Safety Act 2004</i> and <i>Petroleum and Geothermal Energy Resources Act 1967</i> and consider implementing controls in planning frameworks to protect from encroachment by sensitive land uses.
SPP 5.2 Tele-communications Infrastructure	SPP 5.2 recognises telecommunications infrastructure as an essential service and aims to balance the need for this infrastructure and the community interest in protecting the visual character of local areas. SPP 5.2 aims to provide clear guidance pertaining to the siting,	<ul style="list-style-type: none"> • Provide for telecommunications infrastructure necessary to service each Shire in a manner consistent with SPP 5.2.

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	<p>location and design of telecommunications infrastructure and sets out specific exemptions for where the policy requirements do not apply.</p> <p>Decision-makers should ensure that telecommunications infrastructure services are located where it will facilitate continuous network coverage and/or improved telecommunications services to the community whilst not comprising environmental, cultural heritage, social and visual landscape values.</p>	<ul style="list-style-type: none"> • Support the deployment of fixed wireless network under the Federal Government's Regional Connectivity Program consistent with the requirements of SPP 5.2.
<p>SPP 5.4</p> <p>Road and Rail Noise</p>	<p>SPP 5.4 provides guidance for the performance-based approach for managing and mitigating transport noise associated with road and rail operations.</p> <p>SPP 5.4 applies where noise sensitive land uses are located within a specified distance of a transport corridor, new or major road or rail upgrades are proposed or where works propose an increase in rail capacity resulting in increased noise. SPP 5.4 also sets out specific exemptions for where the policy requirements do not apply.</p> <p>SPP 5.4 supports noise impacts being addressed as early as possible in the planning process to avoid land use conflict and achieve better land use planning outcomes. Considerations for decision-makers include ensuring that the community is protected from unreasonable levels of transport noise, whilst also ensuring the future operations of transport corridors.</p> <p>SPP 5.4 is supplemented by the <i>Road and Rail Noise Guidelines</i>.</p>	<ul style="list-style-type: none"> • This policy applies to development within various trigger distances from major roads and railways, including Albany Highway and the Southern Railway. • Important freight routes should be identified and classified to ensure noise impacts are addressed as early as possible in the planning process.
<p>SPP 7.0</p> <p>Design of the Built Environment</p>	<p>SPP 7.0 sets out the objectives, measures, principles and processes which apply to the design and assessment of built environment proposals through the planning system. It is intended to apply to activity precinct plans, structure plans, local development plans, subdivision, development and public works.</p> <p>SPP 7.0 contains 10 design principles which set out specific considerations for decisionmakers when considering proposals. These include, context and character, landscape quality, built form and scale, functionality and build quality, sustainability; amenity, legibility, safety, community and aesthetics. SPP 7.0 also encourages early and on-going discussion of design quality matters and the use of design review.</p> <p>These principles should be considered in conjunction with the range of supporting State Planning Policies that provide design quality guidance for specific types of planning and development proposals.</p>	<p>All planning proposals, particularly those within the settlement areas, should result in design outcomes which contribute to, protect and reinforce the identity and character of the locality.</p>

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<p>SPP 7.3</p> <p>Residential Design Codes Volume 1 (the R-Codes)</p>	<p>The R-Codes provide the basis for the control of residential development throughout Western Australia for single houses, grouped dwellings and multiple dwellings and the assessment of residential subdivision proposals. The R-Codes address emerging design trends, promote sustainability, improve clarity and highlight assessment pathways to facilitate better outcomes for residents.</p> <p>The R-Codes outlines various objectives for residential development, planning governance and development process and sets out information and consultation requirements for development proposals. It also makes provision for aspects of specified design elements to be varied through the local planning framework.</p>	<p>Planning proposals for residential development should be consistent with the relevant design principles and deemed-to-comply elements of the R-Codes.</p>
<p>Government Sewerage Policy (GSP)</p>	<p>The GSP outlines the State Government's position regarding the provision of sewerage services in Western Australia through land planning and development. It guides strategic planning, subdivision, and development related to sewage disposal. It emphasises the need for secondary treatment systems with nutrient removal in specific areas, addresses implementation challenges, and aligns with water-related provisions. The goal is to balance public health, environmental protection, and regional development while ensuring compliance with standards.</p> <p>Note, the GSP may be superseded by SPP 2.9 in the future.</p>	<ul style="list-style-type: none"> • Reticulated sewerage is the preferred method for sewage disposal in settlement areas. The Wagin and Williams townships are served by reticulated sewer, whereas all other settlements are not. • In areas without reticulated sewer, minimum lot sizes shall generally accord with those specified by the GSP. • In areas where soils have low nutrient retention capacity and lots less than 1 hectare are proposed, the use of secondary treatment systems with nutrient removal is recommended, with these systems to comply with the performance standards outlined in the <i>Australian/New Zealand Standards 1546:3 for On-site Domestic Wastewater Treatment Unit</i>. • The Strategy Area does not have many designated sewage sensitive areas under the GSP. Notwithstanding, there are rivers, creeks and wetlands throughout the Strategy Area which need to be considered with respect to the disposal of sewerage effluent on-site.

2.1.3 Regional planning context

The WAPC prepares various regional planning instruments to guide land use and development at the regional and sub-regional level, including Regional and Sub-regional planning strategies and structure plans and Regional Planning Schemes.

Regional planning instruments relevant to each of the shires are outlined in Table 2.

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Table 2: Regional planning instrument overview and Strategy implications and responses

Regional Planning Instrument	Overview	Strategy Implications and Responses
Draft Wheatbelt Regional Planning Strategy	<p>The Draft Wheatbelt Regional Planning Strategy (Wheatbelt Strategy) has been prepared for the WAPC by the Department of Planning, Lands and Heritage following consultation with key stakeholders in the region and the wider Wheatbelt community.</p> <p>The intent is that the Wheatbelt Strategy set the high-level strategic direction for land-use planning in the Wheatbelt region. It seeks to identify high level planning issues and opportunities for the region; provide direction to guide sub-regional and local planning processes; and support subsequent planning process including the preparation of local planning strategies and schemes.</p> <p>Following the WAPC's endorsement, the Wheatbelt Strategy shall be recognised as a Regional Strategy under State Planning Policy 1: State Planning Framework (SPP 1). The Strategy will form a second-tier strategic planning instrument.</p>	<p>The Wheatbelt Strategy sets out various strategic directions, those of relevance to the Strategy Area include:</p> <ul style="list-style-type: none"> • Planning for sufficient residential, commercial and industrial zoned land within settlements to cater for future populations; • Encouraging the development of suitable and affordable housing options for those aging members of the community. • Protecting and managing cultural heritage, including significant indigenous places, historic places and landscapes of significance. • Acknowledging the importance of the diversity of agricultural activities in the Region and, support its continuation as a major land use. • Encourage the continued establishment of renewable energy industries. • Support measures to improve the feasibility of industrial land development, particularly with regards to the coordinated provision of utility and service infrastructure. • Protecting and managing the significant natural assets, such as significant landscapes, waterways and estuaries, and native vegetation.
Wheatbelt Regional Planning and Infrastructure Framework (December 2015)	<p>The Wheatbelt Regional Planning and Infrastructure Framework provides guidance on land use, land supply, land development, environmental protection, infrastructure and priorities for the delivery of physical and social infrastructure for the Wheatbelt region.</p> <p>The framework informs the decisions of the WAPC by establishing the regional context for the preparation of sub-regional and local planning</p>	<ul style="list-style-type: none"> • Planning in the Shires principal townsites should seek to facilitate future population and economic growth. • Establish appropriate controls to guide the consideration and development of environmentally sustainable

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Regional Planning Instrument	Overview	Strategy Implications and Responses
	strategies and outlines the WAPC's position on planning for population growth, transport, agriculture, conservation estate, remnant vegetation, mineral prospectivity, and significant basic raw materials for the Wheatbelt.	<p>power generation projects to feed into the South-West Interconnected System.</p> <ul style="list-style-type: none"> • Ensure appropriate controls are in place to guide the consideration of forestry related development proposals. • The planning framework and infrastructure provision should support the growth of knowledge-based and home-based businesses in settlement areas. • Support development of the aviation sector. • Provide for the conservation of environmentally significant areas and landscapes.

2.1.4 Operational policies

Operational policies guide decision-making in relation to subdivision and development applications. Those operational policies considered relevant to each of the shires are outlined in Table 3.

Table 3: Operational policies

Operational Policy	Overview	Strategy Implications and Responses
Draft Operational Policy 1.12 - Planning Proposals Adjoining Regional Roads in Western Australia (Draft OP 1.12)	The WAPC's Draft OP 1.12 aims to provide decision makers, proponents, and the community with a consistent approach to land use planning for areas adjacent to regional roads. It covers aspects such as vehicular access, road reserve widening, scenic route considerations, and road truncations as they relate to the subdivision and development of land.	<ul style="list-style-type: none"> • The proponent of a planning proposal is responsible for satisfactorily demonstrating that the proposed subdivision and/or development will not adversely impact upon Regional Road safety or efficiency. • The WAPC, in consultation with Main Roads WA and/or local government may, where it considers that the safety and capacity of existing abutting and surrounding Regional Roads are either substandard or inadequate to accommodate additional traffic generated from a subdivision and/or development, require as a condition of subdivision and/or development approval,

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Operational Policy	Overview	Strategy Implications and Responses
		the upgrading of the road network.
Development Control Policy 3.4 - Subdivision of Rural Land (DC 3.4)	DC 3.4 sets out the principles that will be used by the WAPC in determining applications for the subdivision of rural land. DC 3.4 has been prepared consistent with the objectives of SPP 2.5 - Rural Planning.	<ul style="list-style-type: none"> • Broadly, rural zoned land should be maintained for rural land uses. • Proposals for the use and development of rural zoned land for alternative land uses, such as residential, must be appropriately planned for. • The creation of new or smaller lots in the Rural zone will be by exception.
Development Control Policy 5.1 - Regional Roads (Vehicular Access) (DC 5.1)	DC 5.1 sets out essential principles for evaluating proposals related to vehicle access from or to developments adjacent to regional roads in Western Australia. It aims to enhance traffic flow, safety, and efficient road networks by guiding decision-makers, land use planners, and developers. The policy emphasises collaboration with Main Roads WA, local governments, and the Department of Planning, Lands, and Heritage to ensure well-managed access and safety on regional roads.	<ul style="list-style-type: none"> • In considering applications for access to/from regional roads, the effects of the proposals on traffic flow and road safety will be the primary consideration. In general, decision makers should seek to minimise the creation of new driveways on regional roads and rationalise existing access arrangements. • In determining applications for development involving the formation, laying out or alteration of a means of access to regional roads, the following must be considered: <ul style="list-style-type: none"> ○ the effects of the development on traffic flow and safety, the character and function of the road, the volume and speed of traffic, the width of the carriageway and visibility; and ○ the volume and type of traffic generated by the development.

2.1.5 Position Statements and Guidelines

Position Statements are prepared by the WAPC to set out its policy position or advice on a particular planning practice or matter. Guidelines provide detailed guidance on the application of WAPC policies. Those WAPC position statements or guidelines relevant to each of the shires are outlined in Table 4.

Table 4: Position Statement and Guidelines

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Position Statements and Guidelines	Overview	Strategy Implications and Responses
Rural Planning Guidelines	The Rural Planning Guidelines provide explanatory detail to assist the implementation of SPP 2.5 and DC 3.4. Importantly, the Guidelines include interpretation relevant to the subdivision of rural zoned land, for development proposals on rural zoned land and for rural land uses on land zoned for other purposes, in accordance with region and local scheme requirements.	<ul style="list-style-type: none"> • Investigate identifying priority agricultural land to provide for its protection in consultation with the Department of Primary Industries and Regional Development. • Small Rural zoned landholdings, generally four hectares or less, adjacent primary townsites should be reclassified to Rural Residential zone to ensure appropriate land use controls are in place to preserve lifestyle qualities. Lots from 4 to 40 hectares should be reclassified to Rural Smallholdings zone including appropriate land use controls. • New Rural Residential zoning proposals should be located where reticulated water and electricity utilities can be supplied and not encroach upon priority agricultural land and/or strategic industry. • New Rural Smallholding zoning proposals should be located where electricity utilities can be supplied and not encroach upon priority agricultural land and/or strategic industry. • Identify the areas/districts where tree farming is most suitable and implement controls in the planning framework to ensure they are suitably developed and managed (fire management, vermin proof fencing, heavy vehicle road access and contributions towards road upgrades etc.).
Position Statement - Renewable energy facilities	<p>The key intent of the Position Statement is to facilitate growth of the evolving renewable energy industry in Western Australia through implementation of policy measures via planning instruments administered by local government.</p> <p>The Position Statement will apply to the redevelopment of existing, as well as new renewable energy facilities. The Position Statement supports the State</p>	<ul style="list-style-type: none"> • Large renewable energy facilities should be located close to the network grid and preferably on cleared rural land with low agricultural value. • Broadly, areas with high visual landscape and environmental

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Position Statements and Guidelines	Overview	Strategy Implications and Responses
	Government's <i>State Energy Transformation Strategy (March 2019)</i> to maintain a secure and reliable electricity supply and reduce energy sector emissions.	values will be deemed unsuitable for large scale renewable energy facilities.
Position Statement - Workforce accommodation	<p>The Position Statement outlines the development requirements for workforce accommodation under the <i>Planning and Development Act 2005</i> and associated regulation; and provides guidance to local governments on the role of the local planning framework in the planning and development of workforce accommodation.</p> <p>In certain circumstances the development of workforce accommodation shall be governed by the <i>Mining Act 1978</i> and/or State Agreement Acts.</p>	<ul style="list-style-type: none"> Land use flexibility should be provided to allow for appropriately planned workforce accommodation developments required to service agriculture, mining and other existing and emerging industries. Notwithstanding the above, workforce accommodation should, where feasible, be established in the Shire's main settlement areas. The development of workforce accommodation should be serviced by reticulated utility services (i.e. electricity, water, sewer). The development of workforce accommodation in the Williams townsites should occur outside of identified flood hazard areas.
Position Statement - Residential Accommodation for Aging Persons (2020)	The Position Statement outlines the requirements to support the provision of residential accommodation for ageing persons within Western Australia. It seeks to achieve consistent planning consideration of residential accommodation needs for ageing persons in local planning strategies and consistent statutory planning guidance to standardise land-use definitions and zoning permissibility for residential accommodation for ageing persons in local planning schemes.	The planning framework should provide flexibility in land use to support the delivery of accommodation for aging persons in the primary townsites.
Position Statement - Planning for Tourism and Short-term Rental Accommodation	This Position Statement guides the appropriate location and management of tourism and short-term rental accommodation land uses through the planning framework. It is intended that it facilitate acceptable development of new and evolving tourism opportunities; support the provision of high amenity tourism areas; and deliver land use planning outcomes which assist to manage the effect of short-term rental accommodation on local housing markets.	<p>The planning framework should:</p> <ul style="list-style-type: none"> encourage a range of tourist accommodation, including short-term rental accommodation, choices and experiences as required; encourage sustainable ecotourism that recognises and complements Western Australia's unique and sensitive natural environment,

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Overview of relevant state or regional strategies, plans and policies	Strategy Implications and Responses
<p>economic and population growth across all towns in the Sub-region.</p>	<ul style="list-style-type: none"> • <i>Investigate potential tourism projects, notably caravan park redevelopment.</i> <p><u>West Arthur</u></p> <ul style="list-style-type: none"> • <i>Investigate and support food processing activities.</i> • <i>Investigate tourism enhancement projects, including signage to improve walk trails and caravan park redevelopment.</i> <p><u>Williams</u></p> <ul style="list-style-type: none"> • <i>Identification of suitable land for residential development and infill.</i> • <i>Support the modification of the Shire's Planning Policy to enable renewal of heritage buildings for retail and commercial occupancy.</i> • <i>Investigate the redevelopment and facilitate upgrades at the recreation centre.</i>
<p><i>Western Australian Climate Policy (November 2020)</i></p> <p>The Western Australian Climate Policy sets out the State Government's plan for a climate-resilient community and a prosperous low-carbon future. The policy underscores a commitment to adapting to climate change and working with all sectors of the economy to achieve net zero greenhouse gas emissions by 2050.</p> <p>The policy sets out the high-level priorities the State Government will implement to support a more climate-resilient community.</p>	<p>The Wheatbelt Region, particularly Wagin, West Arthur and Williams, shall play a role in assisting the State's goals to continue to adapt to climate change. The Strategy Area's planning frameworks should seek to enable the development of low-carbon industries and the transformation of the energy generation network, while also supporting the storage of carbon and the ongoing care for our landscapes.</p> <p>The Strategy Area is likely to see new opportunities in the form of evolving agricultural industries seeking to reduce carbon impacts; the rise of renewable energy projects seeking to feed into the south-west interconnected electricity network; and proposals for farms to integrate environmental plantings into existing farming systems for land management and carbon sequestration purposes. Meanwhile, local transport and energy generation transition is also likely to evolve, an example being the growth of hybrid and microgrid electricity generation systems to shift to off-grid renewable energy power solutions which reduce carbon emissions and energy costs.</p>

2.2 Local planning framework

2.2.1 Strategic Community Plan

Each Shire has adopted a strategic community plan identify goals and outcomes of relevance to land use planning. The below tables provide an overview of each strategic community plan, highlight activates, goals and objectives which have implications for strategic planning.

Strategic Community Plan Summary

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Table 6: Wagin 2020-2030

Key activities/Goals	Outcomes Relevant to Planning	Strategy Implications and Responses
<i>Economic Development</i>	<ul style="list-style-type: none"> <i>Further planning and development of facilities at the Aerodrome.</i> <i>Support the attraction and retention of small business and housing of key workers in the region.</i> 	<ul style="list-style-type: none"> The Shire's local planning framework must be positioned to support the ongoing operation of the airfield, limiting encroachment by incompatible land uses, while providing flexibility to support complimentary development. The planning framework should provide for the delivery of accommodation for new permanent residents and a seasonal workforce.
<i>Buildings and Infrastructure</i>	<ul style="list-style-type: none"> <i>Development of CBD.</i> <i>Plan for the future accommodation of tourist attractions.</i> <i>Investigate truck parking and showering facility in Wagin.</i> 	<ul style="list-style-type: none"> The local planning framework should incorporate zoning and development provisions which: <ul style="list-style-type: none"> encourage the activation of underutilised sites and buildings in the town centre; support streetscape improvements; and allow for a diverse range of businesses. Ensure the local planning framework provides zoning and land use provisions which support opportunities for new tourism ventures. Ensure the local planning framework provides for commercial vehicle parking in appropriate locations.
<i>Community Services and Social Environment</i>	<i>Support development initiatives for housing options for residents from all age groups.</i>	<i>Ensure the local planning framework supports a range of housing related land uses in suitable locations.</i>
	<i>Finalise Sport and Recreation Facility Master Plan including the Community Recreational Hub.</i>	<i>The master plan should guide the progression of the local planning framework to enable the delivery of community, sport and recreation facilities.</i>
<i>Town and Natural Environment</i>	<i>Continue improvements to town CBD amenity</i>	<i>The local planning framework should provide development provisions which support improvement to townsite amenity, including increasing the green tree canopy.</i>
<i>Council Leadership</i>	<i>Review of Integrated Planning and Reporting Process and Plans.</i>	<i>Ensure the local planning framework is consistent with State planning legislation and policy.</i>

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Table 7: West Arthur 2017-2027

Key activities/Goals	Outcomes Relevant to Planning	Strategy Implications and Responses
<i>The Shire of West Arthur will be a safe and enabling place to live with a strong sense of identity and a thriving, active culture.</i>	<ul style="list-style-type: none"> <i>Seniors will be valued, and their needs met to enable them to stay in the Shire and participate in the community for as long as they desire.</i> <i>Affordable housing will be available to enable people to live in our community.</i> <i>A range of health and support services will be available to all in the community.</i> 	<ul style="list-style-type: none"> The local planning framework should facilitate the provision of range of housing types supporting all segments of the community, with a focus on facilitating opportunities for aging in place. Ensure the planning framework provides for the number of health services available to be maintained or increased.
<i>The Shire of West Arthur will be a vibrant, sustainable and growing community with active business and agricultural sectors and well-maintained infrastructure.</i>	<ul style="list-style-type: none"> <i>Light industrial land and infrastructure will be developed to promote light industry development.</i> <i>Support approaches to eco-tourism and tourism development.</i> <i>There will be a range of short stay accommodation options for visitors to use encouraging them to stay in and explore the Shire.</i> <i>There will be a range of residential and lifestyle options available.</i> 	<ul style="list-style-type: none"> Provide opportunities for the expansion of industrial land east of Darkan between Coalfields Road and Growden Place. The planning framework should facilitate the development of range of tourism land uses, with flexibility in rural zones to allow for uses such as nature based camping and short-term rental accommodation in appropriate locations. Planning for the Shire should support a diverse accommodation offering for visitors including short-term accommodation land uses such as, caravan park, nature-based camping, holiday house, tourist development, etc. The local planning framework should facilitate the provision of range of residential accommodation options, including accommodation to support seasonal workers and those who may be temporarily employed on other projects (infrastructure, mining, etc.).
<i>The Shire of West Arthur will have well maintained infrastructure that supports the community and the economy.</i>	<ul style="list-style-type: none"> <i>Complete townscape projects to continue to improve the appearances of townsites and localities.</i> <i>Review, amend and implement the town planning scheme and policies to ensure any planning and development is appropriate through the Shire.</i> 	<ul style="list-style-type: none"> The local planning framework should incorporate zoning and development provisions which: <ul style="list-style-type: none"> encourage the activation of underutilised sites and buildings in the town centre; support streetscape improvements; and allow for a diverse range of businesses. The Shire's local planning framework is reviewed and updated to ensure

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		consistency with State planning legislation and policy, community aspirations, emerging trends and associated demand.
<i>The Shire of West Arthur will maintain its natural biodiversity and built heritage, and ensure responsible land and water use to preserve the environment for future generations.</i>	<ul style="list-style-type: none"> <i>Biodiversity and protection of bushland will be considered as part of all land use applications and developments.</i> <i>Sustainability of rural operations and economic viability.</i> 	The local planning framework, including reserve and zoning classifications and use of land, shall prioritise the maintenance of biodiversity and environmental qualities of land.
<i>Through strong leadership and responsible, ethical management the best outcomes will be achieved in partnership with the people of the Shire.</i>	<ul style="list-style-type: none"> <i>Compliance with regulations and best practice standards will drive good decision making by staff and Council.</i> <i>Community engagement strategies will be integrated into planning and decision making.</i> 	The Shire's local planning framework is reviewed and updated consistent with the requirements of State legislation and shall be guided by community engagement policy.

Table 8: Williams 2022 - 2032

Key activities/Goals	Outcomes Relevant to Planning	Strategy Implications and Responses
<i>To support industry and business development through the development of sustainable infrastructure and investment opportunities.</i>	<ul style="list-style-type: none"> <i>Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.</i> <i>To have appropriate levels of housing to cater for population retention and growth.</i> 	<ul style="list-style-type: none"> The local planning framework should implement land uses zoning and development provisions which: <ul style="list-style-type: none"> support the delivery of accommodation for new permanent residents, visitors and a seasonal workforce; supports the establishment of Brooking Street as a main street to attract visitors; promotes the ongoing development of the industrial estate; and considers appropriate locations for future urban expansion of the Williams townsite, particularly for residential purposes.
<i>To be a safe and welcoming community where everyone is valued and has the opportunity to contribute and belong.</i>	<ul style="list-style-type: none"> <i>To provide community infrastructure and facilities that meet the needs of the population.</i> <i>To support a safe and healthy community with a strong sense of community pride.</i> <i>To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural</i> 	<ul style="list-style-type: none"> The local planning framework should provide opportunities for the upgrade and expansion of community infrastructure and services. Continue to support health service provision to meet the ongoing needs of the community (Doctor, Allied Health, Medical Centre).

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	<i>environment is valued, respected, promoted and celebrated.</i>	<ul style="list-style-type: none"> Review the local planning framework to ensure cultural heritage is preserved and celebrated. Provide opportunities to leverage heritage and cultural asset to support tourism.
<i>To have a balanced respect for our natural assets and built environment, maintaining our lifestyle, values and community spirit.</i>	<ul style="list-style-type: none"> <i>To enhance, promote, rehabilitate and leverage the natural environment so it continues to be an asset to the community.</i> <i>Natural assets and public open spaces are accessible, well utilised and managed.</i> <i>To have safe and well-maintained transport network that supports the local economy.</i> <i>Recognising and implementing sustainability measures.</i> 	<ul style="list-style-type: none"> The planning framework should identify flood prone areas of the townsite and introduce mitigation measures where required. Facilitate a walking trail from Williams Lions Park to Williams Nature Reserve if Council deems feasible. Investigate opportunities for establishment of waste facilities to support the region.
<i>To have a shire council that is an innovative, responsive partner to the community with strong civic leadership engaging in effective partnerships which reflect the aspirations of the community as a whole.</i>	<ul style="list-style-type: none"> <i>The Shire is efficient in its operations; actively listens to the community and anticipates and responds to the community needs.</i> <i>The revenue needs of the Shire are managed in an equitable, proactive and sustainable manner.</i> <i>Effective collaboration and shared services with other relevant Local, State and Federal Government agencies, industry and community organisations.</i> <i>A strategically focused, unified Council functioning effectively ensuring compliance within the regulatory framework.</i> 	<ul style="list-style-type: none"> Ensure the planning framework is reviewed and updated to be consistent with State legislation and policy. Maximise and leverage grant funding opportunities which support land use planning outcomes.

2.2.2 Local planning schemes

Shire of Wagin

The Shire of Wagin Local Planning Scheme No. 2 (Wagin Scheme 2) was gazetted in 1999, undergoing amendment on four occasions since.

The Scheme was amended in 2017 to broadly conform with the Model provisions for local planning schemes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

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Shire of West Arthur

The Shire of West Arthur Local Planning Scheme No. 2 (West Arthur Scheme 2) was gazetted in 2007. The Scheme has been amended once, in 2012, to introduce and define several additional land uses.

In 2022 the Shire of West Arthur undertook a review of Local Planning Scheme No. 2. The Western Australian Planning Commission supported the Shire's findings that a new local planning strategy be prepared and Local Planning Scheme No. 2 updated to be consistent with *Planning and Development (Local Planning Schemes) Regulations 2015* by way of an omnibus amendment.

Shire of Williams

The Shire of Williams Local Planning Scheme No. 2 (Williams Scheme 2) was gazetted in 1994 and, has been amended on 18 occasions since.

In 2020 the Shire undertook a review of Local Planning Scheme No. 2. The Western Australian Planning Commission supported the Shire's review findings that the local planning scheme should undergo amendment to be consistent with *Planning and Development (Local Planning Schemes) Regulations 2015*.

2.2.3 Local planning policies

Local planning policies can be prepared in accordance with Division 2 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* in respect of a particular class or classes of matters specified in the policy; and may apply to the whole Scheme area or part of the Scheme area. An overview of the local planning policies in operation within each shire and implications for the Strategy is outlined below.

Shire of Wagin

The Shire of Wagin has adopted 16 local policies into its policy manual to control planning and development proposals. The Shire's most recently adopted local planning policy was prepared in 2015 to address the development of outbuildings in the Wagin Townsite, while the oldest dates to 1999.

The Shire's local planning policies in many instances are no longer consistent with the State's overarching planning framework, with several relating to development types which broadly do not require development approval through the operation of cl. 61 of the Deemed Provisions for local planning schemes under the *Planning and Development (Local Planning Schemes) Regulations 2015*. Meanwhile, other policies seek to address matters which may be better regulated through the application of current State Planning Policy.

The Shire's policy framework has evolved over time to address matters which might otherwise be better controlled through contemporary development requirements in Wagin Scheme 2. A comprehensive review of the Shire's local planning policies is required to ensure all policies do not duplicate existing State Planning Policy or legislation; are consistent with the Scheme, including Deemed Provisions; and are necessary to control future anticipated development.

Shire of West Arthur

The Shire of West Arthur undertook a review of its policy framework in September 2022. A new local policy manual was adopted by Council in May 2023, establishing three local planning policies. Two additional local planning policies have also been prepared.

The Shire's local planning policies address the following matters:

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- clarifying what forms of development require Council's approval;
- establishing planning requirements for rural sheds;
- establishing the Shire's Heritage List and relating development requirements to ensure the conservation of heritage;
- guidance for the development of residential outbuildings; and
- guidance for the development of windfarms in appropriate locations.

The Shire's local planning policies address contemporary planning matters and provide clarity to the public on development requirement relevant to the local government area. Local Planning Scheme No.2 could elevate the planning policy requirements by updating the supplemental provisions with detail to compliment the matters relating to the need, or otherwise, for development approval.

Shire of Williams

The Shire of Williams adopted its policy framework in May 2018, with a review conducted in April 2021. The Policy Manual establishing three local planning policies to address:

- the development of outbuildings in the Residential zone;
- the development of relocatable dwellings;
- the use of sea containers and transportable structures.

The Shire's outbuildings policy provides alternative deemed to comply requirements to those specified by the Resident Design Codes, allowing for the development of an outbuilding to occur without the need for development approval where it is in line with the policy. This policy is largely consistent with the broader planning framework.

The current policies that relate to relocatable dwellings and sea containers and transportable structures require review, and potentially supporting detail to be included in Williams Scheme 2, to ensure that they are consistent with cl. 61 of the of the Deemed Provisions for local planning schemes under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2.2.4 Structure plans

Structure plans can be prepared in accordance with Division 2 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* for land within the Scheme area. A structure plan provides the basis for zoning and subdivision of land.

The Shires of Wagin and West Arthur have no active structure plans. An overview of the current structure plans in the Shire of Williams, and the implications of these are provided in Table 9.

Table 9 - Shire of Williams Structure plans

Name	Purpose	Strategy Implications and Responses
Portion of Lot 12070 Albany Highway - Outline Development Plan (ODP)	The ODP was endorsed on 29 April 2010. It provides for the creation of 43 residential and rural residential lots immediately south-west of the Williams townsite.	The ODP is a dated planning instrument, providing only high-level development guidance. Development of the land is likely to require further guiding studies, while the delivery of reticulated services may also be

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Other relevant strategies, plans and policies	Overview	Strategy Implications and Responses
	<p>advance development relating to the following:</p> <ul style="list-style-type: none"> • <i>the aerodrome precinct;</i> • <i>CBD heritage rejuvenation;</i> • <i>caravan park upgrades;</i> • <i>water harvesting;</i> • <i>medical, health and aged care services;</i> • <i>affordable housing;</i> • <i>youth employment;</i> • <i>food and fibre hub;</i> • <i>waste management;</i> • <i>aquaculture;</i> • <i>indigenous perspective; and</i> • <i>visitors and tourists.</i> 	<p>the interest of the Shire. Of particular relevance shall be:</p> <ul style="list-style-type: none"> • land use planning outcomes for the Wagin airfield; • putting in place measures to support physical improvements to benefit local amenity and vibrancy in the Wagin townsites; • providing for a range of accommodation options for visitors and tourists, particularly within the Shire's existing caravan park site; • putting in place zoning and development provisions which support the improvement and expansion of the existing housing stock; and • putting in place zoning and development provisions which support the diversification of agricultural industry.
<p>Shire of West Arthur Economic development Strategy 2023-2033</p>	<p>The Economic Development Strategy seeks to set out initiatives to assist the Shire to become a destination of choice for business, lifestyle, tourism and investment.</p> <p>The main priorities identified by the Shire relevant to land use planning are:</p> <ul style="list-style-type: none"> • a desire to implement placemaking and activation initiatives in Darkan; • the provision of infrastructure which will meet the needs of the community and support local amenity and liveability; • tourism development which leverages the Shire's natural and heritage assets; and • support industry diversification. 	<p>The local planning framework should assist to support the Shire to achieve the objectives of its Economic Development Strategy, with a focus on:</p> <ul style="list-style-type: none"> • ensuring that planning aids and guides physical improvements to benefit local amenity and vibrancy in the Shire's townsites; • supporting the delivery and upgrade of critical infrastructure, particularly housing and digital infrastructure; • providing opportunities for the growth of the tourism industry, including the provision of new accommodation and attractions;

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Other relevant strategies, plans and policies	Overview	Strategy Implications and Responses
		<ul style="list-style-type: none"> providing for the delivery of new industrial sites; leveraging while also protecting local heritage.
<p>Our Plan to develop the Hotham Williams Regional Economy (June 2016)</p> <p>(Economic Development Implementation Strategy for the Hotham Williams Region)</p>	<p>This regional economic plan has been prepared by the Hotham Williams Economic Development Alliance. While not prepared by the Shire of Williams specifically, it assists to outline potential strategies for the advancement of the local economy. Broadly it identifies actions to:</p> <ul style="list-style-type: none"> increase the critical mass and diversity of residents in communities; promote better population and worker retention, including both youth and aged cohorts; better leverage access to Albany Highway to promote transport and logistics; promote revitalisation of major town centres including leveraging built heritage; encourage greater tourist visitation and associated economic activity in the region; and increase supplies of appropriate and affordable housing. 	<p>Broadly, the Shire of Williams local planning framework can assist to promote some of the outcomes sort by the regional economic plan by:</p> <ul style="list-style-type: none"> providing land use and development provisions which support the diversification of the agricultural economy; contemplating the workforce accommodation land use in appropriate locations; providing for a range of tourism and short-stay accommodation land uses; and promoting the ongoing uptake of industrial land in the new industrial estate south of Williams.
<p>Wagin Airfield Study (2011)</p>	<p>In 2010, the Shire of Wagin was awarded a Regional Airports Development Scheme (RADS) grant to develop an Airfield Masterplan.</p> <p>The Wagin Airfield Study was prepared to outline the initial findings of investigations into the aerodrome, its linkages to the community and the potential of the airfield to support and develop the community.</p> <p>Broadly, the study recommends:</p> <ul style="list-style-type: none"> various runway and aviation infrastructure upgrades; the provision of sewerage infrastructure; that the continued operation of the aerodrome be provided protection through land use planning controls; 	<p>The Wagin Aerodrome serves as an important potential commercial point of difference between the Shire and neighbouring local government areas. Accordingly, land use planning actions should ensure that aviation activities on the site are protected from incompatible development into the future.</p> <p>The Shire of Wagin may wish to support the development of an 'airpark' through its planning framework. This may include the preparation of a local development plan and/or draft design guidelines to ensure that development is undertaken in accordance with the principles of orderly and proper planning.</p>

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Other relevant strategies, plans and policies	Overview	Strategy Implications and Responses
	<ul style="list-style-type: none"> the promotion of fly-in fly-out tourism; and the Shire consider the development of a residential airport. 	
Wagin Townsite Flood Study/Wagin Industrial Area Flood Study (2008)	<p>The Wagin Townsite and Industrial Area Flood studies were undertaken by the Department of Water in 2008. These investigations were conducted to address the potential flooding impact caused by overflows from the Dorderyemunning Creek, Cobline River and Wagin Lake.</p> <p>Both documents make recommendations in order to reduce the flood risk to existing and future development in Wagin, including floodplain management measures, being:</p> <ul style="list-style-type: none"> appropriate land use planning - zoning restrictions according to flood risk; development and building controls setting minimum habitable floor levels, floodproofing and house raising; the provision of infrastructure for flood storage and conveyance; and emergency response measures, including flood forecasting, flood warning, evacuation and recovery plans. 	<p>The Shire of Wagin Local Planning Scheme No. 2 acknowledges some of the existing flood risks by indicating at risk areas on the Scheme Map. However, Scheme 2 does not implement specific controls to ensure development mitigates flood risks, stating only that "<i>the local government may impose conditions of development approval to ameliorate any potential flood and/or inundation risk</i>".</p> <p>The Shire, with advice from the Department responsible for water and rivers, may seek to investigate detailed land use planning controls to mitigate flood impacts through its local planning scheme.</p>
Shire of West Arthur Water Supply Security Strategy (2022)	<p>The Shire of West Arthur's community sees water security as a significant issue for rate payers. The Water Supply Security Strategy has been prepared with a view to securing water resources to ensure retention of population; ensure agriculture remains the main economic activity of the district; and identify opportunities to minimise the financial impact to ratepayers.</p> <p>The main objectives for the water strategy include:</p> <ul style="list-style-type: none"> <i>An estimate of water demand for a 10-year planning horizon (to 2030).</i> <i>An audit of current available water supplies including identification of known ground water and surface water supplies and the amount of</i> 	<p>Declining rainfall is a challenge for all Wheatbelt communities and, should a drying trend persist, could present water supply issues if water resources are not managed appropriately.</p> <p>The planning framework should seek to ensure that water resources, particularly those potable sources which supply townships, are protected and appropriately managed to ensure the ongoing sustainable development of the Shire.</p> <p>To support a sustainable water supply the planning framework may look to implement planning measures to support:</p> <ul style="list-style-type: none"> water use efficiency;

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Other relevant strategies, plans and policies	Overview	Strategy Implications and Responses
	<p><i>water that could be drawn from these supplies.</i></p> <ul style="list-style-type: none"> <i>Identification of areas where water supplies need to be developed.</i> <i>Identification of alternate water supply options.</i> <i>A proposed plan for development of additional water supplies.</i> 	<ul style="list-style-type: none"> where appropriate, the construction of rural dams to support farming operations; and the expansion of the reticulated water network.

2.3 Local government profile

2.3.1 Demographic profile and population forecast

Strategy Area and surrounds

The Shires of Wagin, West Arthur and Williams in the 15 year period incorporating the 2006, 2011, 2016 and 2021 Census years had a relatively stable population. Over the period there was a total loss of 12 persons, with a combined population of 3,555 in 2021.

The Shire of Williams experienced growth at 1% per annum adding 158 persons for a 2021 population of 1,021 persons. The Shire of Wagin experienced slight decline of -0.3% per annum for a 2021 population of 1,761 persons. The Shire of West Arthur saw the net loss of 78 people between 2006 and 2021 for a population of 773 persons.

For comparison, it is noted that surrounding Shires largely had stable populations, though some standout growth was experienced in the Shires of Wandering (50% population growth), Boddington (23% population growth), and Boyup Brook (23% population growth).

Shire of Wagin

The Shire of Wagin's population is generally concentrated in the Wagin townsite. Over 74% of the population lives in town for a population of 1,311 persons, the highest townsite population of the three Shires. The Wagin townsite is the only settlement in the Shire and the seventh largest in the Wheatbelt region. The townsite is centrally located, with most properties in the Shire located within 25km of town. Narrogin and Katanning are the nearest major centres, while Dumbleyung approximately 35 kilometres to the east provides limited services which may attract some of the Shire's eastern residents.

Key statistical observations for the Shire of Wagin at the 2021 census when compared with State averages include:

- A median age of 49, compared with the State's median age of 38.
- Aboriginal and/or Torres Strait Islander people make up 2.8% of the population, compared with 3.3% for the State.
- The average household size is 2.2 people, compared with 2.5 for the State.
- More than 27% of the population is aged over 65 years, compared with up 16% for the State.
- The labour force participation rate is 51%, compared with 64% for the State.

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- Higher employment rates in agriculture, aged care services and local government administration sectors.

Shire of West Arthur

The Shire of West Arthur has the most dispersed population of the three shires with only 25% of people living in the main townsite of Darkan, which has a population of 194 persons. The remaining population is dispersed in various smaller gazetted townsites and the surrounding hinterland. Darkan's population has remained relatively stable over the previous 15 year period, with a net loss of seven people over this time. Meanwhile the Shire has seen the population decrease by 78 people over the same period.

Darkan is not centrally located within the Shire, with people located in the Shire's southern and western locales potentially better serviced by other towns including Collie, Kojonup and Williams.

Key statistical observations for the Shire of West Arthur at the 2021 census when compared with State averages include:

- A median age of 50, compared with the State's median age of 38.
- Aboriginal and/or Torres Strait Islander make up 3.5% of the population, compared with 3.3% for the State.
- The average household size is 2.2 people, compared with 2.5 for the State.
- More than 20.5% of the population is aged over 65 years, compared with up 16% for the State.
- The labour force participation rate is 60.7%, compared with 64% for the State.
- Higher employment rates in agriculture, local government administration and primary education sectors.

Shire of Williams

The Shire of Williams population is dispersed between the Williams townsite and the Shire's surrounding hinterland, with 41% of the population living in town for a townsite population of 424 persons. The Shire's small townsite of Quindanning, approximately 30km east of Williams, has a population of 43 persons.

The Williams townsite is not central to the Shire, with residents located in the Shire's western areas potentially better serviced by Collie.

Key statistical observations for the Shire of Williams at the 2021 census when compared with State averages include:

- A median age of 41, similar to the State's median age of 38.
- Aboriginal and/or Torres Strait Islander make up 1.8% of the population, compared with 3.3% for the State.
- The average household size is 2.4 people, compared with 2.5 for the State.
- More than 18.8% of the population is aged over 65 years, compared with up 16% for the State.
- The labour force participation rate is 67.5%, compared with 64% for the State.
- Higher employment rates in agriculture, gold mining and primary education sectors.

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Population

The WAPC, in its function as the State Demographer, predicts continued modest aggregate population decline across the three shires to 2031 in its median population model scenario.

The established rate of change and potential population during the 15-year life of the Strategy for each shire is as follows:

<u>Wagin</u>	Using a rate of change of -15.5 persons per year, the Shire's population could reduce to 1,496 persons.
<u>West Arthur</u>	Using a rate of change of -5 persons per year, the Shire's population could reduce to 695 persons.
<u>Williams</u>	While it is noted that Williams experienced population increase between 2016 and 2021, calculations informed by WA Tomorrow indicates a long-term rate of change of -4 persons per year. This scenario would see the Shire's population reduced to 943 persons during the life of the Strategy.

Modelling by the Western Australia Tomorrow Population Report No. 11 (WA Tomorrow) provides an indication of the potential population scenarios as per Tables 11, 12 and 13 below:

Table 11: Shire of Wagin Population Scenarios – WA Tomorrow

Year	Forecast WA Tomorrow population bands				
	A	B	C (median)	D	E
2016	1,865 (ABS 1,852)	1,865 (ABS 1,852)	1,865 (ABS 1,852)	1,865 (ABS 1,852)	1,865 (ABS 1,852)
2021	1,345 (ABS 1,761)	1,655 (ABS 1,761)	1,770 (ABS 1,761)	1,860 (ABS 1,761)	2,225 (ABS 1,761)
2026	1,180	1,520	1,685	1,840	2,235
2031	1,100	1,450	1,620	1,770	2,190
Pop. Difference 2016-2031	Formula	1,852 – 1,620	-232		
Average annual increase	Formula	-232/15	-15.5		
Estimated pop. 2039	Formula	1,620 + (8 x -15.5)	1,496		

Table 12: Shire of West Arthur Population Scenarios – WA Tomorrow

Year	Forecast WA Tomorrow population bands				
	A	B	C (median)	D	E
2016	815 (ABS 809)	815 (ABS 809)	815 (ABS 809)	815 (ABS 809)	815 (ABS 809)
2021	510 (ABS 773)	695 (ABS 773)	790 (ABS 773)	855 (ABS 773)	1,090 (ABS 773)
2026	425	655	770	855	1,135
2031	400	625	735	825	1,100

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Pop. Difference 2016-2031	Formula	810 – 735	-75		
Average annual increase	Formula	-75/15	-5		
Estimated pop. 2039	Formula	735 + (8 x -5)	695		

Table 13: Shire of Williams Population Scenarios – WA Tomorrow

Year	Forecast WA Tomorrow population bands				
	A	B	C (median)	D	E
2016	1,000 (ABS 981)	1,000 (ABS 981)	1,000 (ABS 981)	1,000 (ABS 981)	1,000 (ABS 981)
2021	680 (ABS 1,021)	880 (ABS 1,021)	970 (ABS 1,021)	1,080 (ABS 1,021)	1,310 (ABS 1,021)
2026	560	830	930	1,080	1,385
2031	550	800	915	1,050	1,360
Pop. Difference 2016-2031	Formula	915 – 980	-65		
Average annual increase	Formula	-65/15	-4		
Estimated pop. 2039	Formula	1021 + (18 x -4)	943	Note: calculation prepared to account for the 18 year period 2021-2039.	

Note: The WA Tomorrow forecast comprises five population model bands; Band A – low, Band B – medium-low, Band C – median, Band D – medium-high and Band E – high. The forecasts show a single number for each band, these are the average values across all models run in the band. They represent probability levels of 10%, 30%, 70% and 90%.

This means 'Band A' represents a 10% probability that the actual number will be less than this, and a 90% probability that it will be higher. Conversely, 'Band E' represents a 10% chance that the number will be higher, and a 90% chance of it being lower. The same applies for Bands B and D, only as 30% and 70% respectively. 'Band C' represents the median and most likely population scenario.

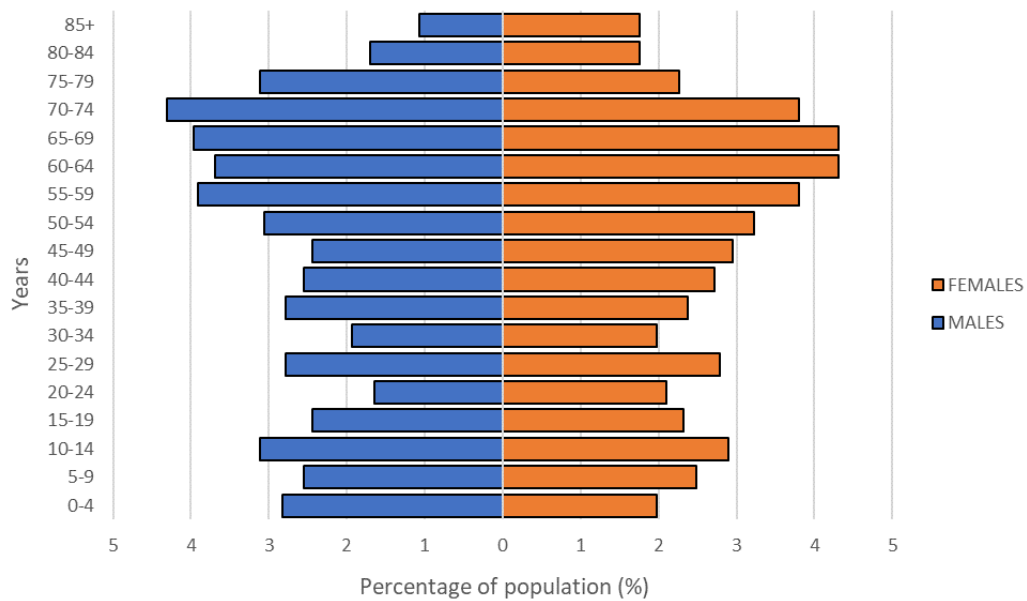
Age/gender profile

According to the ABS the median age of people in the Strategy Area in 2021 was 47 years. This indicates an aging trend in comparison to the median age of 41 in 2006. Children aged 0-14 years made up 17.2% of the total population, while people aged 65 years and over made up 22.1%.

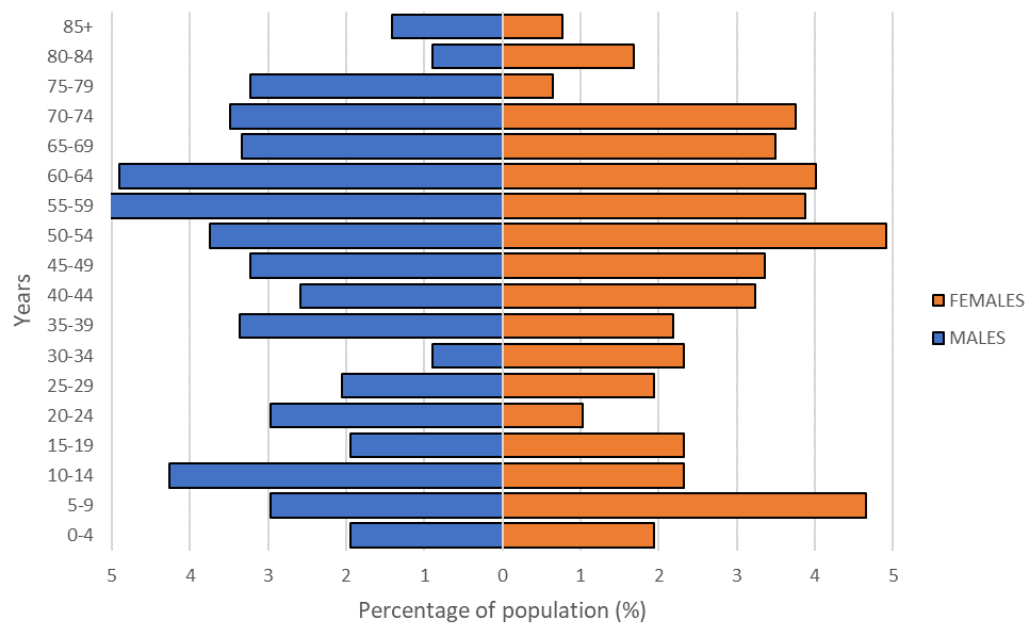
Graphs 1, 2 and 3 below show that for the population groups between 15-40, particularly in the Shire of Wagin and West Arthur, are underrepresented. This may reflect a demographic trend often observed in regional locations, where younger cohorts leave to seek education and employment opportunities in metropolitan cities following the completion school based education. The Shire of Williams shows a spike in the 35-39 cohort, potentially reflecting a drive-in drive out workforce from Perth and the Boddington mine site.

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Graph 1: Wagin - Demographic mix by age and gender 2021 Census

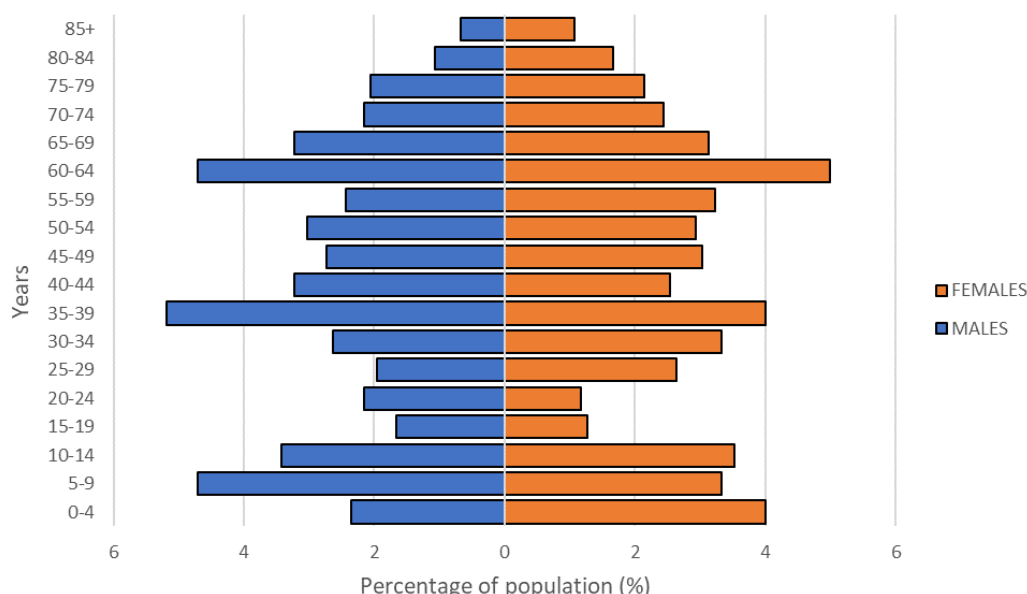


Graph 2: West Arthur - Demographic mix by age and gender 2021 Census



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Graph 3: Williams - Demographic mix by age and gender 2021 Census



Occupation and income profile

The 2021 Census data indicates that across the Shires 1,695 people were employed in the labour force. Of these 58% were employed full time and 30% were employed part-time, meanwhile 3% were unemployed. Of those people in the workforce, 16% worked in “Grain-Sheep or Grain-Beef Cattle Farming”. Other major industries of employment included “Other Grain Growing”, “Primary Education”, “Local Government Administration” and “Sheep Farming (Specialised)”.

The median weekly personal income averaged across the Shires for people aged 15 years and over was \$835. This is slightly less than the Western Australian average of \$848 per week. However, when broken down between each shire, Williams stood out with a median weekly income of \$1,015 compared to Wagin and West Arthur with \$686 and \$804 respectively.

Local Aboriginal community profile

According to the ABS, Aboriginal and/or Torres Strait Islander people made up 2.7% of the population across the Shires in 2021. This is slightly less than the Western Australian representation of 3.3%, and the Australia-wide proportion of 3.2%. The ABS data indicates that the majority of First Nations People live in the primary townsites, except for West Arthur which sees some dispersal of the Aboriginal and/or Torres Strait Islander community.

Strategy Implications

The Shires would benefit from putting strategies in place to stem population outflow. Maintaining and growing the working age population base, particularly those aged between 15 and 40, is critical to maintain vibrant and economically stable towns and communities. Meanwhile, with an aging population, the provision of suitable housing, health and community services is vital into the future.

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2.3.2 Dwelling supply/dwelling yield analysis

Table 14 below provides a supply and demand analysis for housing in each Shire. It indicates that, if fully occupied, there is sufficient existing dwelling supply to cater for population change over the life of the Strategy.

Table 14: Existing dwelling supply and demand over life of Strategy

Local Government	No. dwellings as of 2021 Census	No. dwellings required to house 2039 population (based on 2.5 people per dwelling)	Excess/(shortfall) in supply
Wagin	808	685	123
West Arthur	333	299	34
Williams	452	416	36
Total	1,593	1,400	193

Notwithstanding, it must be acknowledged that the Census data confirms significant underutilisation of the existing housing stock. The statistics show that 15% of dwellings in the Shire of Wagin are unoccupied, 12% were unoccupied in West Arthur, while approximately 20% of all dwellings in Williams were vacant. As a point of comparison, 11% of all dwellings across Western Australia were unoccupied on census night.

The underutilisation of the existing housing stock is a complex issue, and does not necessarily reflect the true housing needs of each local government. Providing housing to support community growth and economic sustainability remains critical. Research commissioned by the 4WDL alliance shows significant unmet demand for accommodation to support lone, small, and aged households, with a critical need for key worker housing.

Dwelling yield analysis

There is adequate zoned residential land available to meet the needs of the Strategy area should there be demand resulting from population growth. The maximum potential dwelling yield, assuming no development constraints, is estimated as follows:

<u>Wagin</u>	The Shire of Wagin has more than 460,000m ² of zoned Residential land available for development. Coded R17.5, this land could provide for an estimated 650 additional residential land parcels.
<u>Williams</u>	The Shire of Williams is estimated to have zoned Residential land available to provide over 300 additional land parcels. Historic planning for much of this land has occurred through the Lots 51 and 52 Eddington Road, Williams and Lot 12070 Albany Highway, Williams Outline Development Plans.
<u>West Arthur</u>	Lot 309 Burrowes Street West in Darkan is the main residential land parcel available for development in the Shire of West Arthur. Historic subdivision approval provided for the creation of an additional 28 lots on this site.

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Strategy Implications

The above analysis suggests there is sufficient existing dwelling supply to cater for current local population needs. If all dwellings in the Strategy Area were available and habitable, it is feasible that there would be a suitable supply of housing for the life of the Strategy, with an excess of 193 dwellings providing for an additional 480 residents.

However, assuming a continued average rate of underutilisation across all three Shires of 15%, there is an estimated potential dwelling supply shortfall of 46 dwellings in 2039. Underutilisation of the existing housing stock is common across regional localities, with 21% of dwellings outside of Perth metropolitan area unoccupied during the 2021 Census. The likely reasons for this are varied, and will be different from locality to locality, but may reflect the transient nature of some regional workforces and dwelling occupiers; the reallocation of dwellings from the long-term rental market to short-stay accommodation; or dwellings which are no longer suitable for habitation (e.g. abandoned farm houses).

Market failure to provide adequate housing is an issue impacting much of the Wheatbelt, with many towns having factors that compound to discourage investment in the existing housing stock to ensure it remains of a standard suitable for habitation. For the Shires of Wagin, West Arthur and Williams, the local planning framework should seek to continue to encourage the development of townsites with high levels of amenity to encourage continued investment in the existing dwelling stock.

Meanwhile, if the existing dwelling supply is unable to meet demand, all three Shires are well placed to support the delivery of new residential land parcels. The potential estimated net dwelling gain for each local government could accommodate populations beyond that predicted under the most optimistic scenario of the WA Tomorrow forecast. Wagin's residential land supply could accommodate over 1,600 additional residents, while the Williams townsite could provide for more than 750 new residents. Notwithstanding, development feasibility is impacted by lower land values relative to infrastructure servicing costs, potentially constraining the delivery of new housing lots. A whole-of-government response may be necessary to address this.

The Shire of West Arthur's residential land supply is comparatively limited, though the Darkan townsite could still provide for an additional 70 residents supporting a 2039 population of 843 people, well in excess of a predicted population of 749 people. In the event there was a need to provide additional residential land supply in Darkan over the long-term, reclassification of Rural Residential zoned land fronting Moodiarrup Road, from Rural Residential to Residential, could support this.

2.4 Community, urban growth and settlement

2.4.1 Housing

Housing across the three Shires comprises primarily of separate houses (95.3%). According to the 2021 Census most dwellings have 3 or more bedrooms. There are some examples of smaller built strata development, primarily to support aged and dependent persons living. These have largely been developed and delivered through local government investment, with Wagin Cottage Homes Incorporated and West Arthur Cottage Homes Incorporated providing smaller scale strata developments as aged housing in both the Wagin and Darkan townsites. The Shire of Williams has also delivered units in the Williams townsite.

All three local governments recognise the need to provide housing and services to support aged and depended persons living through their Strategic Community Plans. Strategic documents prepared by the Wheatbelt Development Commission also recognise the need to

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provide alternative housing types to separate single houses to support the needs of various members of the community and the diversifying workforce.

Strategy Implications

Given there is already a sufficient supply of housing, and residential land, to meet the needs of new residents, strategies should be put in place to facilitate housing renewal and support alternative dwelling types which might support housing transition for ageing residents who wish to remain part of their community. Where it is available, strategies should also be put in place to encourage the continued uptake of reticulated sewer infrastructure as part of the housing renewal process.

Additionally, the planning framework should seek to ensure that workforce accommodation can be provided in townsites to support the expansion and diversification of the local economy.

2.4.2 Built form and character

Wagin townsite

Wagin's development began from the 1890s following the construction of the Great Southern Railway. The first post office and telegraph building were built in 1893 and replaced in 1912. Wagin maintains numerous examples of buildings from the early 20th century. Historic buildings in the townsite include St George's Anglican Church (1900), the former Federal Hotel (1906), Moran's Wagin Hotel (1912), the former National Bank (1912), and the Wagin Town Hall (1928). Most of Wagin's older architecture can be found fronting Tudhoe and Tudor Streets.

Wagin's commercial and residential areas have expanded in a grid pattern both west and east of the railway line. Residential development consists predominantly of single-story detached dwellings. Commercial development comprises both double and single-story buildings in the townsite's core. Industrial development is generally confined to the eastern side of the railway south of Tudhoe Street and includes warehouses, sheds, hardstand areas and structures for grain storage/receival.

The streetscape is generally characterised by wide road reserves with wide verges. Street trees are maintained in some verges, though a large proportion of the townsite's tree canopy is maintained within private lots. There are numerous well-maintained parks and gardens throughout the townsite.

The south-western edge of the Wagin townsite consists of predominantly rural living type development, with single houses on large land parcels.

Darkan townsite

The Darkan area was originally settled for farming 1860, with the townsite developing around the turn of the 20th Century following the Collie to Narrogin Railway being built. The townsite was gazetted in 1906. Buildings with heritage character include the Darkan Hotel (1906), the Former Darkan Road Board Office (1929), and the buildings forming the Railway Station Precinct (1908-1965).

The townsite has developed in a grid pattern immediately south of the former Collie to Narrogin Railway. The built form predominately consists of single-story houses. There is evidence of housing renewal in the townsite, with many dwellings appearing to have been built during the latter years of the 20th Century and into the early 2000s. Streets and properties are generally very well maintained and benefit from a well-established tree

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canopy. Land on the townsite's western edge is predominated by rural living style development.

Darkan's primary commercial area fronts Burrowes Street which supports a pedestrian friendly environment, though the separation from Coalfields Road may impact the town's ability to capture passing trade. Land for commercial purposes is also located on the northern side of Coalfields Road but, aside from the Darkan Hotel and a service station, is largely underutilised.

Two separate locations support industrial development. One at the south-eastern corner of the townsite, and another located north east on Growden Place effectively fronting the former Collie to Narrogin Railway. The small industrial area attached to the townsite contains some small warehouse/workshops and the Shire depot, though much of the land appears underutilised. The area north east of town contains larger sites more practical for contemporary industry. The most significant development in this area includes CBH's grain facility, earmarked to provide surge storage over time, and some larger warehouse/workshops.

Williams townsite

The development of Williams occurred around the time of the construction of the Albany Highway in the 1850s to connect Perth with the Albany settlement at King George Sound. Williams became a stopping point for passengers and the changing of horses, with the Williams Road Board convened in 1877. Due to flooding much of the early townsite was relocated to the northern bank of the Williams River circa 1905. Buildings with historic character include the Williams Hotel (1912), the Williams Post Office (1923), and the General Store on Brooking Street (1910).

The townsite has expanded in a grid pattern predominantly on the northern side of the Williams River. Built form is typically characterised by single-story buildings, including separate houses and small commercial premises. The majority of structures have been constructed in the 20th and 21st Centuries. Streetscapes are characterised by wide roads with footpaths. The townsite's tree canopy is generally within private properties. Rural living land uses are located both on the western and eastern edges of town.

Commercial land generally fronts Albany Highway, with a small pocket also on Brooking Street. While not conducive to supporting a pleasant pedestrian environment, Albany Highway benefits commercial business through visibility to capture passing trade.

Industrial land uses have historically occurred on land fronting Narrogin Road and Richmond Street. The largest site capable of being used for industry supports a disused grain storage facility. The remaining industrial land in this area is typically characterised by small lots which are not conducive to industrial uses, while two larger vacant sites exist within what was a historic railway reserve. The Shire and Development WA are delivering new land suitable for contemporary industrial uses south of the Williams townsite adjacent Narrogin Road and Albany Highway.

Other townsites

The primary settlements of Wagin, Darkan and Williams contain the majority of the population within the Strategy Area. However, there are a several other gazetted townsites scattered throughout the Shires, particularly in the Shire of West Arthur.

In Wagin, aside from the main townsite, there is the sparsely inhabited townsite of Piesseville, largely consisting of several rural lifestyle lots and three privately owned small rural lots. Other than some land for public purposes, there is very little public infrastructure in the townsite.

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West Arthur contains the bulk of the small rural townships, though only three are inhabited. Bowelling, 20 kilometres west of Darkan, contains five privately owned residential lots, several rural living lots, and land for public purposes. Moodiarrup, 30 kilometres south of Darkan, has a single uninhabited privately owned residential land parcel, three commercial land parcels, and land for public purpose and open space. Arthur River, while not a gazetted township, acts as a node for the surrounding rural community with a hall, roadhouse and several heritage buildings present.

Duranillin, 20 kilometres south of Darkan, is the largest of the Shire of West Arthur's small rural townships. It consists of 17 private residential lots, nine commercial lots with general store, several lots for public purpose, and many large rural living land parcels.

The Shire of Williams oversees the small township of Quindanning, consisting of six private residential lots and several land parcels reserved for public purposes. The Quindanning Hotel is a popular landmark for people travelling the back roads from Perth.

Strategy Implications

All three Shires identify the need to provide for a built environment which prioritises a high standard of amenity to the public realm. The built environment, particularly in commercial spaces, should be people focused and support economic vibrancy. The role of green infrastructure (such as park and public open space networks, street trees, and naturally responsive drainage systems) shall also increasingly play an important part in ensuring the primary townships remain liveable and help to mitigate the heat effects from climate change.

Meanwhile, the Wheatbelt Development Commission recognises the importance of providing a diversity of retail trade options to maintaining township populations. It further recognises that *"retail viability and sustainability can be enhanced through improvements to local public realm amenity"*.

In light of the above, each Shire's planning framework should endeavour to maintain and enhance the local streetscape, pedestrian amenity and public spaces for its primary townships. This includes, particularly in Wagin's case, maintaining and enhancing heritage assets, along with being flexible in considering their adaptive reuse. Open space and the increased provision of vegetation in townships should be championed through the local planning framework, with investment in green infrastructure seen as critical to promoting climate-resilience and improving local sense of place.

2.4.3 South West Native Title Settlement Agreement

The South West Native Title Settlement brings together six Indigenous land use agreements (ILUA) negotiated between the Noongar people and the WA Government. The Settlement commenced on 25 February 2021 and shall, among other things, provide for the creation of the Noongar Land Estate and the recognition, in statute, of the Noongar peoples as the Traditional Owners of the South West Region of WA.

The State has entered into agreements with the Noongar people under *Land Administration (South West Native Title Settlement) Act 2016* for the settlement of all claims by the Noongar people in pending and future applications under the *Native Title Act 1993* (Commonwealth). Compensation to the Noongar people is in the form of the South West Native Settlement land base strategy for the allocation of a selection of unallocated Crown land (not subject to a lease to a third party), unmanaged Crown reserves and Aboriginal Lands Trust properties.

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The eastern part of the Shire of Wagin, including the area containing the town of Wagin, is subject to the Ballardong ILUA, with the remainder of the Shire falling under the Gnaala Karla Booja and Wagyl Kaip ILUA. The Shires of West Arthur and Williams are subject to the Gnaala Karla Booja ILUA.

The Noongar Boodja Trust has been established with the responsibility of managing the Noongar Land Estate. The Noongar Land Estate will initially comprise up to 300,000 hectares of land allocated as reserve or leasehold, along with an additional 20,000 hectares allocated as freehold for cultural or economic development use, which includes housing. The Trust will own and manage freehold land like any other private land owner and, be subject to the statutory planning laws and processes relating to rezoning, structure planning, subdivision and development. Where land is allocated for development purposes this shall occur in consultation with the Noongar Regional Corporations and an investment committee, in a manner that will generate financial benefits for the Noongar Boodja Trust Future Fund.

Strategy Implications

The Noongar Land Estate shall provide for the release of Crown land for both cultural and development pursuits by the Traditional Owners. The allocation to the Estate of underutilised Crown land in key townsites, in particular Williams and Wagin, and possibly the smaller settlements of Quindanning, Bowelling, Moodiarrup and Duranillin, may present opportunities for partnership between the local government and the Noongar Boodja Trust for housing and tourism. Darkan contains a few unallocated Crown land lots, though these are somewhat constrained by the presence of remnant vegetation and, in some cases, function as a land use buffer and public recreation area.

Where appropriate, the planning framework should provide flexibility to realise a diverse range of development outcomes to support the highest and best use of land allocated to the Noongar Land Estate.

2.4.4 Cultural Heritage

Aboriginal Heritage

Land within the Shire of Wagin is part of Wilman Noongar boodja country, while land within the Shires of West Arthur and Williams is part of Wilman and Kaneang Noongar boodja country. The Wilman and Kaneang people have cared for and lived in the region for more than 45,000 years.

There are many sites within the respective Shires which have cultural heritage value as shown on Figure 5 - Heritage Map. The registered sites of cultural heritage significance to Aboriginal people for the respective Shires as of October 2023 are:

Wagin

- Lake Dumbleyung - Registered site no. 5836;
- Puntapin Rock - Registered site no. 35759;
- Lake Wagin - Registered site no. 4481;
- Lake Parkeyerring - Registered site no. 5834;
- Arthur River - Registered site no. 37754;
- Dead Man's Gnamma Hole - Registered site no. 5692;

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- Dellyanine Siding – Registered site no. 5691;
- Bellyanine Siding – Registered site no. 5694.

West Arthur

- Arthur River and Carperdine Pool (3 sites) - Registered sites no. 37754, 5690 and 16886;
- Arthur River/Watkins Farm – Registered site no. 5828;
- Arthur River Inn – Registered site no. 4609;
- Kylie Siding – Registered site no. 5719;
- East Arthur cluster/Old Homestead/Wagin Spring (8 sites) - Registered site no. 5719, 5720, 5703, 5704, 5827, 5829 and 5830;
- Duranillin cluster (3 sites) - Registered sites no. 4538, 4539 and 16002;
- Towerrinning Lake – Registered site no. 964;
- Blackwood River and tributaries – Registered site no. 20434;
- Wild Horse Swamp cluster (2 sites) – Registered site no. 4625 and 4626;
- Haddleton tree – Registered site no. 4623;
- Collie River Waugal and tributaries – Registered site no. 16713;
- Lake Ngartiminny – Registered site no. 18681;
- Griffin coal mining lease 7 – Registered site no. 5308;
- Lily Pool Camp - Registered site no. 4577;
- South of Bowelling cluster (3 sites) - Registered site no. 39049 and 39050;
- Lover's Hill (Bowelling) - Registered site no. 35976
- Bowelling Camp Area - Registered site no. 4576
- Varis Road Scarred Tree - Registered site no. 4574
- Ironstone Rock Hole - Registered site no. 4575;
- Black Wattle - Registered site no. 4501.

Williams

- Dryandra National Park (portion of R53976) - Registered site no. 3273;
- Hotham River and tributaries - Registered site no. 27935;
- Fourteen Mile Brook Gravesite - Registered site no. 29167;
- Williams Reserve No.18042 - Registered site no. 4424;
- Axel Grease Reserve No.1791 - Registered site no.500;
- Batalling Lizard trap - Registered site no. 4573;
- Kangaroo Print Pool (Jennamarta) cluster (2 sites) - Registered site no. 30064;

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- Koolakin Burials - Registered site no. 4648;
- Albany Highway – Marradong Road One - Registered site no.18555.

Strategy Implications

There is a possibility that additional sites of Aboriginal heritage significance will be identified within the Shires upon the completion of heritage surveys undertaken by the State Government over the next ten years. Land use and development must occur in accordance with State law which protects registered Aboriginal heritage places. As of November 2023 the *Aboriginal Heritage Act 1972* (AH Act) applies in the protection of Aboriginal Cultural Heritage.

The AH Act's proposed primary purpose, as it relates to land use planning, is *"to make provision for the preservation of places and objects customarily used by or traditional to the original inhabitants of Australia or their descendants, or associated therewith, and for other incidental purposes incidental thereto."*

Historic Heritage

The State's heritage database contains records for 92 heritage places in the Shire of Wagin, 60 heritage places in the Shire of West Arthur and 322 places in the Shire of Williams as of October 2023. Most of these sites are in and around the main townsites. The places with the highest heritage value are listed on the State Register of Heritage Places (see Figure 5 - Heritage Map), while other sites may be under assessment by the Heritage Council of WA for entry to the State Register.

Places on the State Register of Heritage Places for the respective Shires as of October 2023 are:

Wagin

- ABC Transmission Station, Minding (c.1936) - Heritage place no. 2649
- Federal Hotel, Wagin (c. 1896) - Heritage place no. 2630;
- Wagin Post Office (c. 1913) - Heritage place no. 2640;
- Moran's Wagin Hotel (c. 1904) - Heritage place no. 2637;
- Wagin Town Hall (c.1896) - Heritage place no. 2642;
- Hitching Post, Wagin (c.1904) - Heritage place no. 2636;
- National Bank (c.1904) - Heritage place no. 2638;
- Butterick's Building, Wagin (c.1906) - Heritage place no. 2634.

West Arthur

- Old Tillellan's (Piesse's) Shearing Quarters (c. 1912) - Heritage place no. 23459;
- Old Tillellan's (Piesse's) Shearing Shed (c. 1912) - Heritage place no. 23458;
- "The Arthur" Wool Shed Group (Old Tillellan's and Piesse's Shearing Shed and Quarters (c. 1910) - Heritage place no. 8804.

Williams

- Quindanning Hotel (c.1908) Heritage Place no.16215;

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- Sherry's House and Wayside Inn site (c.1926), Quindanning Hotel - Heritage Place no. 2739.

Strategy Implications

The deemed provisions for Local Planning Schemes of the *Planning and Development (Local Planning Schemes) Regulations 2015* require local governments to establish and maintain a Heritage List and for applications for development approval to have due regard to places of cultural heritage significance. All places on the State Register should be placed on each shires Heritage List, though heritage lists may identify other places within the Scheme area that are considered of cultural heritage significance and worthy of built heritage conservation.

The Shire of Wagin adopted a Heritage list in 2018 and has undertaken a review through a Local Heritage Survey in July 2023. The Shire of West Arthur completed a Local Heritage Survey in 2022 and has adopted a Heritage List.

The Shire of Williams has prepared a Municipal Heritage Inventory on 30 June 2000. The Shire will be required to initiate preparation of a Heritage List following review of its heritage inventory and publish the list in accordance with the requirements of the Deemed Provisions.

2.4.5 Rural land use

General

The Strategy Area encompasses over 709,000 hectares of land, more than 90% of which is zoned for rural land uses. The Strategy Area's agricultural base broadly lies in the ongoing use of rural land for agriculture - extensive land uses (broadacre livestock and grain growing), while growth in agriculture - intensive uses is also being observed. The economic success of these forms of agriculture broadly rely on economies of scale and therefore contemporary planning seeks to limit the creation of new rural lots through ad hoc, unplanned subdivision; and avoid and minimise land use conflicts.

It is also recognised that rural zones should be seen as flexible and able to accommodate a wide range of land uses that may support primary production, regional facilities, environmental protection and cultural pursuits. Accordingly, other land uses which may be contemplated include those relating to rural industry, tourism, forestry, mining, renewable energy generation and environmental asset management.

Strategy Implications

The purpose of the rural zoning is to provide for the sustainable use of rural land which primarily accommodates a range of rural pursuits compatible with the capability of the land and which retains the rural character and amenity of the locality within each Shire.

The ad hoc fragmentation of rural land is generally discouraged because it risks the introduction of additional sensitive land uses. Rural land fragmentation undermines the ability to sustain changing agricultural and other rural land uses, while also inhibiting potential future growth and development. SPP 2.5 and DC 3.4 establish the circumstances in which rural subdivision may be supported. The Shires of Wagin, West Arthur and Williams will not encourage or support the further subdivision of agricultural land, except for where it meets the exceptional circumstances outlined by DC 3.4.

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Each Shire's planning framework should continue to prioritise rural land for rural land use by limiting the introduction of sensitive land uses. Alternative land uses, including rural industry, forestry and renewable energy proposals, should be carefully considered to ensure that high quality rural land is not removed from the agricultural estate. However, providing some flexibility for the use of rural land will be important to supporting business diversification where appropriate and beneficial to the economy.

Shire of Wagin

The Shire of Wagin is characterised by expansive areas of rural land used for extensive agriculture. It comprises 190,303 hectares of agricultural land, making up 97% of the total local government area. These areas are interspersed with lakes, scattered nature reserves, a small quantity of timber reserves, and areas for recreation.

The Shire's Rural zoned land parcels range in size, with the largest lots being around 1,000 hectares, while the majority are in the low hundreds of hectares. Smaller lots, some as low as 1.2 hectares, are also scattered throughout the rural area. The smallest rural land parcels, which are generally found surrounding the Wagin townsite, effectively act as rural lifestyle and provide a buffer between residential land uses and larger scale agricultural production.

Rural lots may be held individually or as a group comprising a farming operation or property. In Wagin, the primary land uses on Rural land include broad scale cropping and grazing, along with other primary production activities. Other uses can include basic raw material extraction and exploration, conservation reserves, national parks, essential service infrastructure and unutilised Crown land.

The Shire of Wagin Local Planning Scheme No. 2 outlines objectives which support land use in the Rural zone *"predominantly for agricultural, single residential and public recreation uses"*. Land uses contemplated by the Scheme include:

- Agriculture – Extensive;
- Agriculture – Intensive;
- Animal Establishment;
- Animal Husbandry;
- Industry – Primary Production;
- Rural Pursuit.

Strategy Implications

Livestock and grain growing is likely to continue to underpin Wagin's economy and remain the predominate rural land use. Like most agricultural operations, these land uses benefit from large land parcel sizes supporting operations leveraging economies of scale.

Accordingly, the planning framework should seek to preserve large rural land parcels, only allowing for subdivision where provided by State Planning Policy and in particular where it meets the exceptional circumstances outlined by Development Control Policy 3.4 - Subdivision of rural land.

The suburban to rural interface in the Wagin townsite may risk future land use conflict between residential use and land uses supporting rural production. Establishing Rural Residential and/or a Rural Smallholdings zones over those smaller land parcels, which

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are predominantly located north and south of the townsite, may assist to prevent this and support opportunities for the diversification of land use on smaller lots.

Similarly, in Piesseville there are several small rural land parcels which might benefit from an alternative land use classification. Those privately owned lots fronting Great Southern Highway could be better served with a zoning of Rural Townsite, as this would allow for a broader mix of land uses while continuing to manage the rural interface. Given the limited residential uptake, surrounding lots between 1-5 hectares in area would likely benefit from maintaining a Rural zoning.

Flexibility in the Rural zone may also be required so that Workforce Accommodation land uses can be contemplated to support rural industry.

Shire of West Arthur

More than 80% of the Shire of West Arthur's land area is dedicated to rural land uses with the remainder of the area allocated for State Forest and Conservation purposes. Rural zoned land parcels vary in size with the largest productive parcels often more than 1,000 hectares. Smaller landholdings, less than 40 hectares, are common and scattered throughout the Shire. The higher frequency of smaller land parcels may owe to the Shire benefiting from higher than average annual rainfall when compared to the wider Wheatbelt Region. These conditions mean higher produce yields per hectare of land can be supported.

Like Wagin, livestock and grain growing are the predominant rural activities. For West Arthur the Wheatbelt Development Commission sees opportunities for a broadening of the agricultural sector to include increased horticulture and downstream processing of agricultural products.

The Shire of West Arthur Local Planning Scheme No. 2 outlines objectives which support the continuation of broad-hectare agriculture as the principal land use, while also encouraging diversification of farming activities where existing rural character and amenity can be retained. It also contemplates tourism and other non-rural uses where these can be shown to be of benefit to the district and not detrimental to natural resources or the environment. Land uses provided for in the Rural zone include:

- Agriculture – Extensive;
- Agriculture – Intensive;
- Agroforestry/Plantation (tree farm);
- Industry – Rural;
- Rural Pursuit.

The Scheme also contemplates various forms of accommodation and short-stay land uses within the Rural zone. These uses are intended to support the development of the tourism economy. Land uses to support the rural workforce are also evident, including the Residential Building and Workers Accommodation uses.

Strategy Implications

The Shire's Scheme contemplates the subdivision of rural land in a manner that is broadly consistent with the principles established under State Planning Policy. Some variation is made for Agriculture - Intensive land uses and homestead lots. The planning framework

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should seek to limit the subdivision of Rural zoned land consistent with the exceptional circumstances outlined by Development Control Policy 3.4 - Subdivision of rural land.

West Arthur is bound to the west by significant areas of State Forrest and Timber Reserve. In 2021, the WA Government made the decision to end native forest logging. A transition plan is in place to support workers and businesses impacted by this decision which, among other things, supports a shift to alternate business models. Softwood timber plantations are seen as a growth industry given these changes. The planning framework should continue to provide opportunities for forestry industry transition, however this should be managed appropriately with development requirements specified to address matters including vermin management, fire management, fencing, heavy vehicle road access and contributions towards road upgrades, etc.

The planning framework should continue to support the flexible use of rural land where it does not undermine agricultural operations, natural resources or visual landscape values. Opportunities to encourage growth in tourism should be supported, including providing for small scale tourism operations, on-site produce retail and short-term rental accommodation. The continued diversification of agricultural activities should also be encouraged noting the Shire's locational advantage which may support new rural industries and intensive agriculture pursuits including viticulture.

Shire of Williams

Williams, like Wagin and West Arthur, is largely characterised by extensive areas of land utilised for agriculture. Over 90% of the Shire's land area is zoned Rural, though in western areas as much as 40,000 hectares of this land is allocated for State Forrest and the maintenance of the water catchment.

Rural land parcels for agricultural use range in size from less than one hectare in and around the Williams townsite, up to almost 4,000 hectares. Rural areas predominantly provide for livestock and grain growing based agriculture. Also present are established pistachio and citrus growing operations, with Williams providing as much as one-fifth of the State's pistachio production.

The Shire of Williams Local Planning Scheme No. 2 does not outline specific objectives for the use and development of land in the Rural zone. Notwithstanding, the Scheme does set out controls to limit the fragmentation of rural land. Land uses contemplated by the Scheme in the Rural zone include:

- Industry – Rural;
- Rural Pursuit;
- Holiday Cabins or Chalets (holiday accommodation).

Strategy Implications

Like Wagin and West Arthur, livestock and grain growing are anticipated to continue to underpin the Williams economy. Accordingly, and in the interest of maintaining land parcels which benefit from economies of scale, the planning framework should continue to limit the subdivision of Rural zoned land. Furthermore, land use controls should support measures which seek to limit the introduction of incompatible land uses which might limit primary production operations.

Williams' significant exposure to livestock agriculture, along with its convenient location on Albany Highway, supports investigating opportunities for diversification into downstream

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processing of meat products. To support this the Shire's planning framework should provide opportunities for these land uses to be contemplated.

The Wheatbelt Development Commission recognising opportunities for growth in boutique horticulture industries such as viticulture. Therefore, the planning framework should continue to support horticulture, while also allowing for further diversification into other intensive agriculture industry.

2.4.6 *Public open space and community facilities*

Community facilities and public open spaces are public places where members of the community gather for recreation, educational, artistic, social or cultural activities. These places are critical to the social fabric of all communities, and particularly important to maintaining vibrant regional communities.

Other community facilities of importance to the public are those which support emergency services and healthcare.

The Shires of Wagin, West Arthur and Williams manage and maintain numerous public open space and community facilities, including:

Shire of Wagin

The Wagin townsite supports most of the Shire's community facilities, except for two remote fire and rescue stations at Piesseville and Wedgecarrup (about 15km away). A summary of key community and recreational facilities and services is as follows:

- Wagin Police Station
- Wagin District Hospital
- Wagin Airport (includes Royal Flying Doctors service)
- Wagin District High School (Kindergarten to Year 10)
- Wagin Shire Administration Office
- Wagin Library and Art Gallery
- Wagin Community Resource Centre
- Wagin Sports Ground and Recreation Centre
- Wagin Swimming Pool
- Wagin Golf Course
- Wagin fire and rescue station
- Wagin Cemetery
- Wagin Sub Centre – St Johns Ambulance Depot
- Childcare Centre (1 Johnston Street, Wagin)
- Wagin Town Hall
- Wagin Post Office
- Other recreational facilities (skatepark, equestrian, kart racing, shooting range)

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- Churches (Anglican, Catholic, Baptist, Uniting and Vineyard Christian Fellowship)

While Wagin is one of the largest towns in the Wheatbelt South Sub-region the nearby larger towns of Narrogin and Katanning provide a higher level of community facilities and services, such as:

- Magistrate Courthouses
- Educational services post Year 10 including a Senior High School, Technical and Further Education (TAFE) and an Agricultural College.

Shire of West Arthur

Most community facilities in the Shire of West Arthur are located within and around the main town of Darkan. Other parts of the Shire, including the settlements at Duranillin and Arthur River, consist of two fire and rescue stations, three halls, a church and two recreation facilities.

The range of community facilities in Darkan likely reflects the Shire's positioning and the spread of its community. While most of the Shire is within 30 kilometres of Darkan, some areas are easier serviced by the Collie, Kojoonup, Boyup Brook, and Wagin townships.

A summary of key community and recreation facilities in Darkan is as follows:

- West Arthur Administration Office
- Darkan Primary School
- Darkan Sports and Community Centre
- Darkan Swimming Pool
- Darkan Fire and Rescue Station
- West Arthur Community Resource Centre
- Darkan Post Office
- Darkan Hall
- Darkan Skate Park and Nature Play area
- Darkan Health and Resource centre
- St John Sub-Centre Station
- Churches (Uniting, Catholic)
- Darkan cemetery

Shire of Williams

The Shire of Williams provides most of its community facilities in the Williams township. There is a hall, sports oval and tennis club at Tarwonga (20km to the south) and a community hall at Quindanning (25km to the west). While most of the Shire is within 25km of Williams township, the range of community facilities likely reflects the distribution of the Shire's population which in some cases is closer, and therefore seeks out services, in the larger towns of Narrogin and Boddington.

Quindanning is approximately halfway between Boddington and Williams. However, the Quindanning fire and rescue station and equestrian racecourse is located in the Shire of Boddington.

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The limit to education services in the Shire of Williams is an example of how community facilities can be restricted by a smaller population, in this case where education after year 6 must occur in Narrogin or beyond.

A summary of key community and recreation facilities in Williams is as follows:

- Williams Health Centre
- Williams Primary School
- Williams Police Station
- Childcare Centre (1 Growse Street)
- Williams Fire and Rescue Service Station
- Shire of Williams Administration Office
- Williams District Hall
- Williams Community Resource Centre
- Williams Recreation Centre and Swimming Pool
- Williams Post Office
- Churches (Anglican)
- Williams Cemetery

Strategy Implications

The Shires of Wagin, West Arthur and Williams each have a solid base of community and recreational facilities relative to the needs of their respective local population. The 10 year Strategic Community Plans of each Shire focuses on retaining and maintaining existing facilities as being essential to support communities.

In each Shire, most of the population is within 25-30 kilometres of the main townsites. While larger centres in adjoining local government areas will continue to provide a draw for certain services, particularly education, each Shire will continue to support and maintain services to address the primary needs of the community.

Meanwhile, to attract new residents, all three Shires aspire to expand the range of community services and facilities provided by the primary townsites, including those relating to health, education, and recreation.

Strategic matters of importance to each local government relevant to land use planning for community facilities and public open space include:

- Providing aged care services and facilities to meet the needs of an aging population, including housing, medical and health services;
- Supporting youth services and facilities, in particular recreational facilities and places for youth activities (e.g. public spaces);
- Upgrading existing recreation centres and infrastructure (e.g. wider range of recreational facilities, local park upgrades, bike and walk trails);

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- Maintaining cultural and entertainment facilities, particularly those with synergies to tourism, events and Shire history (e.g. Maradong Country, Wagin Woolarama, astrotourism, wildflowers at nature reserves, silo artwork);
- Main street and town entrance upgrades to continue to improve amenity and sense of place and connection to the community; and
- Supporting the delivery of childcare, social services, community housing, and other community services crucial to maintaining liveable primary townsites.

2.4.7 Hazards

Fire

Significant portions of the Strategy Area have been designated as being bushfire prone by the State's Fire and Emergency Services Commissioner under the *Fire and Emergency Services Act 1998*, as shown by Figure 6 - Hazards Map. The designation of an area as bushfire prone reflects the potential for bushfire to affect that site and acts as a mechanism for initiating further assessment in the planning and building processes.

Bushfire prone areas are generally heavily vegetated, with the most prominent examples in the Strategy Area being those portions of State Forest in the western parts of the Shires of West Arthur and Williams. Other at-risk areas include vegetated land around the Arthur and Williams Rivers and their tributaries, along with portions of farming properties where landowners have retained or planted vegetation.

Bushfire prone land in the Williams townsite is mostly located on higher ground to the east and along the banks of the Williams River. In Wagin at risk land is predominantly concentrated in the south on land surrounding Wagin Lake, while the north of the townsite is also largely bushfire prone with small vegetated rural properties and reserves. In Darkan the vegetated reserve fronting Gibbs Street and the land comprising the golf course presents the main bushfire risk to the townsite's residential population. Meanwhile, much of Duranillin is surrounded by bushfire prone land particularly east along Darkan Road South.

Strategy Implications

The local planning framework for Wagin, West Arthur and Williams should promote subdivision and development outcomes which avoid areas of bushfire risk. Where it is unavoidable, measures to manage bushfire risk should achieve a balance between environmental conservation, biodiversity management and landscape amenity, with consideration of the potential impacts of climate change.

All subdivision and development proposals are required to comply with the requirements of SPP 3.7.

Flood

Flooding along a river or stream occurs when sufficiently heavy or prolonged rainfall produces runoff which overflows the banks of the watercourse. Flood problems can arise where settlement has taken place in flood prone areas along rivers and adjacent low-lying lakes and wetlands. Historically, these areas have been favoured because they provided sources of fresh water, food, means of transportation and waste disposal.

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The Williams River, which runs through the Williams townsite, has historically experienced some flooding. The Williams River forms part of the Murray River catchment which has recorded 7 year average recurrence interval (ARI) flood events in 1982 and 1996. In 2017 rain caused flooding which impacted the use of Albany Highway at the Williams River Bridge crossing.

In Wagin, land surrounding Wagin Lake and parts of its catchment are recorded as having an elevated flood risk. Land in the Wagin townsite is deemed to be at risk during a 100 year ARI flood event. Figure 6 shows that the area broadly south of the Wagin Shire Sportsground, between Tudor and Unicorn Streets, draining to Wagin Lake could experience flooding in a significant rainfall event. Parts of Wagin's industrial area, along with land east and south east of the Wagin Airport, are also at risk.

West Arthur's settlements are less affected by flood risk, though with several significant water features including Arthur River and Towerrinning Lake, landowners and residents could still be impacted by localised flooding.

Strategy Implications

There is broad consensus among scientists that while overall winter rainfall may reduce, extreme rainfall events which can result in flooding will become more frequent because of the changing global climate. This may have future implications for strategies which seek to increase development in settlement areas.

Land use intensification in locations which may be impacted by flooding should be carefully considered. In locations where there is an elevated flood risk, local planning schemes and development proposals should identify flood prone areas and ensure that development does not occur within a defined floodway.

The broader planning framework should enable appropriate development where it occurs outside of floodway areas consistent with the intent and principles of State Planning Policies 2.9 and 3.4

2.5 Economy and employment

2.5.1 Agriculture and rural industry

Wagin, West Arthur and Williams are well positioned to benefit from continued growth in global food demand, being in a region considered both safe and highly productive for agriculture. While climate change may impact overall rainfall in the future, the region still maintains very reliable rainfall to support agricultural output. Accordingly, grain growing and livestock agriculture, along with a growing horticulture sector, will be central to the local economy.

Traditional cropping and grazing

In 2018-2019, the most important commodities based on gross value of agricultural production to the economy of the Wheatbelt region were wheat, barley and wool. These commodities alone contributed 65 per cent of the total value of economic output from agriculture. They also form a large part of the diverse mix of crops and livestock grown in the Strategy Area.

Given the above, suitable measures which support the continued operation of traditional crop and livestock farming will remain a critical part of the planning framework for each local government.

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Intensive horticulture

Intensive horticulture is a growing industry throughout the Wheatbelt, with existing operations and new opportunities present across the Strategy Area. The Shires of West Arthur and Williams, which benefit from consistent rainfall across large areas, may benefit from a growth in intensive agriculture proposals in the short term. Meanwhile, technological advancements and improvement in sustainable water management practices, could see expansion into drier parts of the Strategy Area in time.

Where sustainable water supplies can be demonstrated, the local planning framework should support the establishment of agriculture - intensive land uses. The framework should also support the development of the necessary industry-type land uses which complement intensive horticulture operations and the agriculture industry more broadly.

Strategy Implications

Planning frameworks should continue to support and provide for the growth and diversification of the agricultural industry. Rural zoned land, particularly priority agricultural land, should be identified and preserved for agricultural land use. Subdivision and development of land in the rural zone is guided by SPP 2.5, with subdivision to only be supported where the exceptional circumstances outlined by DC 3.4 apply.

Where appropriate, the planning framework should provide some flexibility in land use for rural land to support diversification of the local economy including rural industry, forestry and tourism. As an example, in some circumstances small scale tourism related land uses may be appropriate including a range of short-stay accommodation types; art galleries; cafes and restaurants; farm shops and micro-breweries.

2.5.2 Mining and basic raw material extraction

The Strategy Area is dominated by areas with high mineral prospectivity, as is displayed on Figure 7 - Mineral Resources Map. Likely recourses include gold, tin-tantalum-lithium, and bauxite-alumina. Further exploration to identify various commodities for mining will be required if this sector is to grow in terms of output and employment opportunities.

Access to basic raw materials, which are a key component of building and construction, needs to be protected from incompatible land uses in accordance with State policy. Extractive industries currently in operation are include gravel, sand and clay resources. Until 2023, Great Southern Quarries were operating sand mines in the Shire of Wagin.

Strategy Implications

The use of land for mining is broadly governed by the *Mining Act 1978*. The extraction of basic raw materials on private land is controlled under the *Planning and Development Act 2005*, with these operations generally appropriate on rural zoned land. Each Shire's planning framework should endeavour to identify and protect existing industry – extractive land uses and, known basic raw material resource areas from encroachment by sensitive land uses.

2.5.3 Industry

Industrial land uses are generally linked to the agricultural sector. CBH Group, for example, operates grain storage and transport operations on industrial land in Wagin, with sites also catering for its operations in Darkan and Williams. All three Shires cater for industrial

CHALLENGES

development within the primary townsites, with opportunities for expansion available to support other business sectors. Meanwhile, the Shires are also experiencing the continued emergence of the renewable energy industry. Planning for renewable energy facilities will need to consider the impacts upon the environment, natural landscape and nearby sensitive land uses.

Wagin benefits from having the largest allocation of land for industrial use, with over 90 hectares of land east of the railway line available for land uses compatible with the General Industry zone. There is a variety of land parcel sizes catering for various uses, while CBH Group and Wesfarmers' CSBP Fertiliser Depot occupy some of the larger industrial sites.

The Shire of West Arthur's industrial land allocation is confined to several small land parcels abutting the south-east corner of Darkan, and some larger lots east of town fronting Growden Place. The lots abutting town are constrained by their small size, proximity to sensitive land uses, varying topography and the presence of significant areas of vegetation. While the lack of reticulated services in Darkan is likely to limit development to dry-industry, there may still be demand for additional industrial land in the future.

The Shire of Williams benefits from having almost 60 hectares of land available for industry and service commercial uses both south and east of the Williams townsite. However, legacy industrial land east of the town is constrained by small land parcel sizes, the historic intrusion of sensitive land uses, and areas of vegetation resulting in bushfire hazards. The Shire is transitioning much of its industrial development to newly zoned land adjacent Albany Highway.

Strategy Implications

Given the Strategy Area's agricultural output there may be potential for the expansion of industrial operations to support related business sectors, including food processing/packaging, agricultural freight and other flow on processing and production industries. Accordingly, industrial zones should remain flexible to cater for a variety of industrial and compatible uses.

The Shire of West Arthur's industrial land supply, while likely reflecting Darkan's context as a small service townsite on Coalfields Road, could benefit from expansion to allow for additional business growth. Land between Growden Place and Coalfields Road, including the existing grain receival site, may provide a logical location to investigate expansion. Existing industrial uses on land fronting Horwood and Arthur Streets could also be transitioned out of the townsite, freeing up this land for alternative development types such as housing.

The industrial land supply in Williams and Wagin is currently considered sufficient to meet the needs of both shires. However, those land parcels in Williams which are constrained by their small size, proximity to emissions sensitive land uses, and thick vegetation, should be classified appropriately to support their transition to more appropriate uses.

2.5.4 Tourism

The Strategy Area is conveniently located to take advantage of the domestic and international tourism market. Wagin is approximately 230 kilometres from the Perth metropolitan area, with Darkan 210 kilometres and Williams just 170 kilometres away. This puts the main settlements of each Shire within at least two-and-a-half-hour drive from the Perth central business district and Perth airport. With easy access, there are various features and attractions present in the Strategy Area which can be leveraged to grow the tourism economy. Many vehicles also use Albany Highway travelling between Perth and the

SUMMARY

Great Southern region, with Williams a key stopping point as the first main settlement on the highway from Perth.

The natural environment and agricultural landscape provide a variety of scenic vistas and driving routes to attract day trippers from Perth and those on longer journeys, with bird watching and bushwalking (dryandra woodlands, wildflower trails) some of the many activities available in this context. Meanwhile, Lake Towerrinning is a semi-freshwater lake with clean sandy beaches which attracts many to the Shire of West Arthur's southern locality near Duranillin, while the natural lakes and river areas around Wagin and Williams also opportunities for nature based activities.

Local heritage precincts are another attractor, with the Wagin townsite and Historical Village Museum, Arthur River Historic Precinct and Williams Heritage Trail to Quindanning being prominent examples. Tudhoe and Tudor Streets in Wagin are an example of streetscapes with some of the Wheatbelt's more intact heritage outlooks, while Wagin also has one of the Wheatbelt's more unique attractions being 'Bart' the Giant Ram.

Various annual events occur in the Strategy Area attracting a variety of visitors. One of the largest is the Wagin Agricultural Show, Woolorama, showcasing local produce, gourmet food, art, shearing displays, sheepdog trials, and a variety of other displays. Meanwhile, Lake Towerrinning has hosted boat racing, as part of the Australian Power Boat Association's WA State Titles, and the Birdy's Backyard Ultra trail running competition.

Walking trails and astrotourism also present opportunities for the Strategy Area's tourism offerings. With low levels of artificial light pollution nights in much of the Strategy Area are perfect for astrophotography and stargazing. While nature and heritage trails provide opportunities for each Shire to leverage from becoming walking destinations, the Collie-Darkan Rail Trail is an example of a multi-user trail for walkers, horse riders and cyclists.

Providing a variety of accommodation options is critical to support a sustainable tourism economy. Accommodation options in the Strategy Area include nature based camping grounds; caravan parks, such as the one in Darkan; motels and traditional style hotels like the Quindanning Hotel in Quindanning and the Mitchell Hall Hotel in Wagin. Short-term rental accommodation also plays a small role in supplementing the tourist accommodation offering in the Strategy Area.

Strategy Implications

Each Shire's planning framework should provide flexible support for tourism proposals, particularly in the primary townsites of Wagin, Darkan and Williams. Meanwhile, flexibility should also be allowed to support small scale tourism offerings in Rural zones where such proposals can demonstrate that they will not conflict with agricultural land uses.

Providing a diversity of accommodation options will remain key to leveraging the Strategy Area's attractions to capture overnight tourists. Providing flexibility in the planning framework to support short-term holiday rentals will assist to grow the overnight tourism market and, noting indications of dwelling underutilisation, is unlikely to create significant pressures for permanent residential market. Improving existing caravan parks and providing for RV stopping sites will also assist to capture self-sustaining tourists, or so called 'grey nomads', which is likely to continue as a growing market.

The development of walking and cycling trails presents an interesting opportunity for all three shires to capitalise on a growing 'active tourism' industry. With numerous redundant railway reserves, there is the potential to convert these spaces into 'rail trails' for trekkers, horse riders and 'bikepackers'. Historic siding points have the potential to provide points of interest and destinations for overnight stopover points. A Strategy Area wide approach

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may be explored between the shires to assess the viability of developing a compressive 'rail trail' network.

2.5.5 Other business and community services

Wagin, Darkan and Williams all support substantial small business and community service offerings to their respective communities. These businesses and services are generally located at the centre of the primary townsites with corresponding Commercial zonings. Providing for the ongoing growth and prosperity of small business will be critical to ensuring the Strategy Area continues to support liveable and vibrant communities.

Strategy Implications

Each Shire's planning framework should support a diversity of commercial land uses within the primary townsites providing for a sustainable economic base with assured access to employment and community based services.

2.6 Environment

2.6.1 Natural areas

The Strategy Area contains several significant parcels of natural vegetation (See Figure 8 - Environment Map). The largest of these are the portions of the Muja State Forest, Harris River State Forest and Lane Poole Reserve in the Shires of West Arthur and Williams. The Gray State Forest north of Williams also contains significant areas of natural vegetation. There are numerous smaller vegetation and conservation reserves throughout the Shires.

Large areas of natural vegetation and regrowth are found on land in private ownership. Landowners, particularly farmers, play an important role in maintaining and conserving the natural environment in rural localities. Rural zones support the protection and sustainable management of environmental, landscape and water resource assets.

Vegetation complexes vary over the Strategy Area, with western parts particularly, defined by forest and woodland areas of mainly Jarrah (*Eucalyptus marginata*), Marri (*Corymbia calophylla*) and Wandoo (*E. wandoo*). These areas are most common in the Shires of West Arthur and Williams. Meanwhile, eastern areas see scattered woodlands comprising York gum (*E. loxophleba*), Salmon gum (*E. salmonophloia*), wattles, casuarinas and teatrees. Low open woodlands of various acacia and banksias, along with Peppermint (*Agonis flexuosa*), Cypress pine (*Callitris glaucophylla*) and York gum.

The Department of Biodiversity, Conservation and Attractions has recorded numerous species of threatened and priority flora throughout the Strategy Area. The primary endangered threatened ecological communities impacting the Shires are the *Eucalypt Woodlands of the Western Australian Wheatbelt*. The other is the granite outcrop pools with endemic aquatic fauna found in the Shire of Wagin.

The above notwithstanding, extensive land clearing since European settlement has led to a decline in biodiversity. Native vegetation removal disrupts ecosystems, affecting plant and animal species. In some areas, over 93% of original vegetation has been lost, including up to 97% of woodland areas. The clearing of land in the Strategy Area can also contributed to problems like salinity and soil erosion. Without vegetation to stabilize soil and regulate water flow, these issues become more pronounced. Changes to the *Environmental Protection Act 1986* introduced stricter controls for native vegetation clearing, requiring permits for any

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clearing activity. Efforts to balance development with conservation continue, emphasising the importance of sustainable land management. Contemporary land use planning controls to protect all remaining native vegetation from further clearing and encourage revegetation works as part of future development should be contemplated to improve and maintain biodiversity and natural environmental resources to benefit the Strategy Area into the future.

2.6.2 *Water resources*

The undulating nature of the Strategy Area sees watercourses, lakes, wetlands and damp lands occurring throughout all three local government localities. As can be seen on Figure 8, the Shire of Wagin contains large lake and wetland systems, most prominent in the areas surrounding the Wagin townsite. The Shire's lakes areas, including a portion of the Dumbleyung Lake Nature Reserve, contain areas of wetland which are significant to the region. In the Shire of West Arthur, the Department of Biodiversity, Conservation and Attractions has undertaken detailed wetland mapping for approximately 150,000 hectares of land near Darkan and Duranillin. The study located and mapped over 895 wetlands, with up to 19% of total land in the study area found to contain wetland ecosystems. Much of these areas are in and around the Arthur River and its tributaries. In Williams the dominant feature is the watercourses and tributaries of the Williams River. While detailed mapping has not been prepared, it is also evident that there are numerous wetland areas present throughout the Shire.

Water for potable use and irrigation is generally sourced from the land including rooftop catchments, soaks, dams, and natural surface irrigation. Rainfall is variable across the Strategy Area, with yearly rainfall averages ranging between 400mm per annum in eastern areas to 725mm per annum in western areas. Accordingly, eastern parts of the Shire of Wagin are likely to be more acutely impacted by limited natural water supply than western areas of the Shires of West Arthur and Williams.

Western parts of West Arthur and Williams form part of the proclaimed surface water catchments of both the Collie and Murray Rivers. The Collie River catchment collects surface water which feeds the Collie River Irrigation District supplying intensive agriculture operations in the Harvey Region. The Murray River system primarily feeds through the Shire of Williams, draining to the Swan coastal plain, supplying the Murray River Irrigation Catchment and groundwater area. Parts of the Shires of West Arthur and Williams also supply surface water follows to the Wellington Dam Catchment Area.

Groundwater supplies vary in quality, quantity and accessibility across the Strategy Area. Most of the Strategy Area is outside of proclaimed groundwater areas, except for a small portion of the Collie Groundwater Area impacting the Shire of West Arthur. The Shire of West Arthur has two unproclaimed palaeochannels, the Beaufort (currently being mapped) in the south and the Hillman/Dardadine (mapped) in the northern part of the Shire. Areas outside of proclaimed groundwater areas do not require a licence for groundwater abstraction.

Salinity is an issue for surface and groundwater supplies, with fresh to brackish groundwater potentially impacted by increasing salinity into the future.

2.6.3 *Basic raw materials*

The supply of basic raw materials is critical to the construction and agriculture industries. The extraction of these resources is necessary to support the continued economic development of Western Australia. All three Shires benefit from frequent deposits of basic raw materials including gravel, rock, sand, gypsum, clay and other construction materials.

CHIEF

Strategy Implications

Natural areas, particularly those of environmental significance, are protected in accordance with the intent and objectives of SPP 2.0. Of particular importance is the conservation of areas identified as containing threatened ecological communities. Where practical each Shire should introduce and apply an environmental conservation zone or appropriate reserve classifications to environmentally significant areas. The Rural zone in all planning frameworks should contain objectives consistent with those under the Model Provisions to the *Planning and Development (Local Planning Schemes) Regulations 2015* to provide for the protection and enhancement of the natural environment.

All potable water supplies require protection from the encroachment of incompatible land uses. Accordingly, planning frameworks should ensure that subdivision and development occur in manner which is consistent with the State's various policies which govern land use planning for water. This includes ensuring the protection of foreshore areas, and only providing for the intensification of land use where it will not have negative consequences for critical water supplies. Furthermore, the extraction of groundwater should be guided by advice from the State department responsible for water resources.

Basic raw materials resources of regional significance are yet to be identified in the Strategy Area. Notwithstanding, future investigations may confirm significant long-term supplies. These supplies, along with existing extraction operations, should be protected from encroachment by sensitive land uses consistent with the intent and objectives of SPP 2.4.

2.7 Infrastructure

Transport

2.7.1 Primary roads

The Strategy Area has several important regional roads running through it, including Albany Highway, Great Southern Highway, Coalfields Road and Arthur/Wagin-Dumbleyung Road (See Figure 9 - Infrastructure Map).

Albany Highway is an important State road and primary freight route. It connects the Perth metropolitan region with Albany in the south west, servicing regional centres such as Mount Barker and Kojonup along the way. The highway carries large amounts of grain, timber and livestock and general freight to the Port of Albany. The Williams townsite fronts Albany Highway, with secondary roads linking the highway to Darkan and Wagin.

The Great Southern Highway runs from Northam to Cranbrook, linking the southern grain belt. Many of the towns along the highway have prominent grain silos, with it linking towns such as Narrogin, Wagin and Katanning. A significant portion of vehicles using Great Southern Highway are heavy vehicles linked to the agricultural industry.

Coalfields Road and Arthur/Wagin-Dumbleyung Road form part of the freight road linking Bunbury to Newdegate. The roads intersect with both Albany Highway and the Great Southern Highway, primarily servicing the inland wheat and agriculture industries. The roads provide access for large amounts of grain, mineral sands, livestock and general freight to and from the Bunbury Port.

The Shires of Wagin, West Arthur and Williams manage significant local road assets to support local traffic and freight needs. The cost to local government of road construction and maintenance is a significant burden, and funding continues to become more constrained.

STRATEGY

Accordingly, new development which requires significant road upgrades, particularly development likely to result in increased heavy vehicle traffic, should be carefully considered, with developer funding potentially necessary to ensure that infrastructure is of a suitable standard to support new land use.

2.7.2 Rail

The primary railway lines still operating in the Strategy Area are the Southern Railway and Wagin to Newdegate Railway. The Southern Railway links York to Albany, traversing the Shire of Wagin, with two stations/sidings in the Wagin townsite. The Wagin to Newdegate Railway starts in the Wagin townsite linking several grain receival points between it and Newdegate. Both railway lines are maintained and operated by ARC Infrastructure.

The Shires of West Arthur and Williams were historically serviced by the Bowelling to Wagin Railway and Collie to Narrogin Railway. Both railways closed between 1986 and 1988. The Public Transport Authority is the management agency responsible for the railway corridors which remain largely intact, though much of the physical infrastructure has been removed. The disused railway corridors present an opportunity to be used for alternative purposes. The Shires of West Arthur and Collie manage the Collie Darkan Rail Trail, a popular walking and cycling trail utilised by visitors to the region.

2.7.3 Airfields

The Strategy Area contains numerous airfields and landing strips. The majority are associated with small agriculture operations and hobbyists. Currently, the Australian Civil Aviation Safety Authority does not recognise any certified aerodromes in the Strategy Area.

The Wagin Aerodrome is owned and operated by the Shire of Wagin. It is located immediately south east of the Wagin townsite, providing a primary airstrip 1,150 metres in length and a secondary airstrip 1,050 metres in length. The airfield supports RFDS services, private aircraft, a local aero club, and model jet hobbyists. The Wheatbelt Development Commission sees opportunities for the expanded use of the airfield, including further provision for potential residential, commercial and recreational land use. The Shire's Local Planning Scheme No. 2 classifies the land containing the Wagin Airfield Public Purpose Reserve for infrastructure services.

Other unlicensed airstrips in the Strategy Area, generally servicing private purposes including agricultural operations, are:

- the Hillman Farm Aerodrome, in the Shire of West Arthur north of Darkan on Hillman-Dardadine Road;
- an unlicensed landing strip on Riseborough Road, Lime Lake in the Shire of Wagin;
- an unlicensed landing strip on River Tarn, Piesseville in the Shire of Wagin; and
- an unlicensed landing strip on Dongolocking Road, Collanilling in the Shire of Wagin.

Strategy Implications

Local transportation and freight will continue to be underpinned by the regional road network. Albany Highway, Great Southern Highway and Coalfields Road are likely to carry the largest number of traffic movements. Broadly, land use planning directions should

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ensure the road freight network continues to function prioritising transport safety and efficiency.

Of the three main settlements, the Williams townsite is most impacted by the regional road network. The townsite is orientated with the bulk of its commercial premises fronting Albany Highway. To provide for the ongoing safe and efficient use of the highway, while also supporting improve amenity outcomes, future development should place parking behind buildings with access from secondary streets. Where possible, proposals should also seek opportunities to consolidate existing access points onto Albany Highway. Future actions might include investigating a coordinated entry statement to Brooking Street, along with added land use flexibility, to realise an alternative main street to draw passing traffic from Albany Highway.

Darkan's residential and business areas are largely separated from Coalfields Road and therefore have limited impact on the operation of the roadway. However, a review of the existing Commercial zone, on the northern side of the road, could be considered to limit commercial uses to those which currently exist and control access outcomes.

The maintenance and management of the local road network presents significant cost implications for each shire. The local planning framework should ensure new development resulting in significant increases to traffic volumes, where deemed necessary, makes proportionate contributions towards the construction and/or upgrade of local road infrastructure.

In Wagin, the freight rail line is likely to continue to be an effective and sustainable transport mode for a significant portion of the immediate region's agricultural produce. Accordingly, land use planning outcomes should support the continued operation of railway infrastructure with due regard given to the requirements of SPP 5.4. Disused railway corridors present a tourism opportunity, potentially providing trails for walking, cycling and/or horse riding.

The Wagin Airfield presents potential new economic development opportunities for the Shire of Wagin. Ongoing investigations to support the expansion of its operations will remain a focus for the Shire of Wagin. The planning framework should provide flexibility to support the airfield's continued development and the diversification of land uses with synergies to aviation. Meanwhile, planning proposals which might affect the ongoing viability of flying operations on all airfields in the Strategy Area should be carefully considered. The National Aviation Safeguarding Framework Guidelines may assist the consideration of such proposals, while the local government may also seek advice from airfield operators, the Civil Aviation Safety Authority and Air Services Australia to determine if proposals might present safety concerns for aviation.

Utilities

2.7.4 Water

Water is supplied to the Wagin, Darkan and Williams townsites by the Great Southern Town Water Supply Scheme (GSTWSS). This water is piped from the Harris Dam Catchment in Collie, supplying much of the Southern Wheatbelt and Great Southern areas.

The GSTWSS also supplies some small communities and landowners outside of the primary townsites through Service by Agreement with the Water Corporation. While made potable, these water supplies may not be guaranteed to meet the requirements of the Australian Drinking Water Guidelines due to the long mains and distance from disinfection.

Sewer

Fit-for-purpose potable water supplies for farms and properties outside of the main settlements, and where Service by Agreement arrangements are not available, are largely provided by harvesting rainwater.

Duranillin, in the Shire West Arthur, has no reticulated water supply. Fit-for-purpose potable water is supplied by private rainwater tanks and has at times been supplemented by water trucked to town by the Shire of West Arthur. The town had a non-potable groundwater supply used to supplement potable water however, this supply is thought to have become saline and contaminated with iron reducing bacteria. The town's non-potable bore was discontinued in January 2020.

Throughout the Strategy Area the potable water supply is often substituted by non-potable water from dams and some groundwater abstraction. However, local surface and groundwater is often found to be too saline for human consumption. These supplies are often used for agriculture, firefighting, emergency livestock drinking and to supplement the irrigation of open spaces and sporting facilities.

Strategy Implications

Water security is identified as a challenge by the Federal Government's 2022 Regional Strengths and Infrastructure Gaps Report. It notes the impact of climate change on drinking water supplies. Meanwhile, modelling suggests that rainfall in the South-west region could decline as much as 14% by 2030 in a dry scenario, with the median scenario resulting in a potential 5% decline.

The treatment and delivery of water in the Strategy Area will likely evolve over time. The Water Corporation is investigating upgrades to the GSTWSS, including the provision of a new water treatment plant and a new pipeline from Perth's Integrated Water Supply Scheme to future proof the Region's water supply. Other measures to secure water include investigating new groundwater sources for potable and non-potable use.

An important step to addressing water security shall be policies which seek to protect existing water resources and associated infrastructure and improve water conservation, efficiency and recycling. The local planning framework for each local government should incorporate mechanisms which identify and protect existing water resources and infrastructure and improve the sustainability of existing water resources and supply methods, including mandating on-site water collection and storage for all new development.

The supply of water to smaller townsites is a challenge each local government will continue to manage. The townsite with the most complex water supply issues is Duranillin in the Shire of West Arthur. The Shire has undertaken strategic planning for water supply security, recommending the blending of available water resources to improve Duranillin's supply. Planning for Duranillin should support options for water to be supplied via rainwater tanks, groundwater, dam water and produced water (trucked). However, an emphasis should be placed on development prioritising fit-for-purpose on-site water supplies and implementing efficiency improvements.

2.7.5 Sewer

Established reticulated sewerage schemes are operated by the Water Corporation in both the Shires of Wagin and Williams, servicing the primary townsites. In Wagin sewage is collected primarily from the townsite's residential areas. The town's Waste Water Treatment Plant (WWTP) is located to the south of town immediately adjacent the airfield. It is

Sewerage

understood that Wagin's WWTP operates within, albeit close to, its maximum hydraulic capacity.

The Williams townsite is provided sewer infrastructure to service the residential area largely south of Piesse Street. The Shire's WWTP is located approximately 1.2 kilometres east of the townsite on land reserved for public purposes. Williams' WWTP has been found to have periodic capacity issues which has led to overflows.

The Shire of West Arthur does not have a reticulated sewerage service. Wastewater is disposed using septic tanks and Aerobic Treatment Units (ATUs) in Darkan and the Shire's rural surrounds.

Strategy Implications

The continued uptake of reticulated sewer in Wagin and Williams should be encouraged, recognising the benefits to public health and the environment. WWTPs will require ongoing protection from encroachment by sensitive land uses. Special Control Areas represent suitable mechanisms to formalise land use controls to achieve an appropriate buffer area to wastewater sites.

In both Wagin and Williams wastewater treatment infrastructure may require capacity upgrades should there be significant uptake of new services. Accordingly, the Water Corporation may need to undertake detailed engineering investigations to provide for the construction of additional treated waste water storage. Capital works funding is not currently available.

The Shire of West Arthur, along with those areas outside of the Wagin and Williams townsites, which do not benefit from reticulated sewer are required to manage wastewater in accordance with Government policy and prescribed Australian Standards. This may have implications for planning proposals, particularly in the Darkan townsite, which seek to increase the density of residential land uses. Minimum requirements for lot sizes and wastewater apparatus shall apply to ensure effluent disposal does not present risks to human health or the environment.

Throughout the Strategy Area industrial proposals without reticulated sewer shall be limited to dry industry only, with effluent disposal systems to be provided consistent with Government policy and Australian Standards.

2.7.6 Electricity

The Strategy Area is supplied electricity by the South West Interconnected System (SWIS) managed by Western Power. As depicted on Figure 9, several electricity transmission lines traverse the three Shires, currently supplying electricity to the locality from the Muja Power Station in Collie. A 220 kilovolt transmission line traverses the Shires of West Arthur and Williams to the Narrogin South Substation, while a 66 kilovolt transmission line goes from this substation to supply the Wagin Substation. The Shire of West Arthur is also traversed by a 132 kilovolt transmission line from the Muja Station to Kojonup. Electricity is distributed to the townsites and surrounds from various substations in the Strategy Area.

The installation and use of 'off-grid' power systems based on renewable energy sources, particularly in rural areas, is also increasing due to the expense and challenges of connecting to a reticulated supply and is likely to become more prevalent in future years.

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Strategy Implications

The transition of the State's energy generation system to reduce greenhouse gas emissions will see interest increase from renewable energy proponents seeking opportunities in the Strategy Area. To address this planning frameworks should provide flexibility for these proposals to be contemplated in suitable locations, subject to stringent development requirements that reflect community aspirations.

Broadly, the development of renewable energy facilities in areas with high environmental and landscape values should be avoided. Areas of land with high agricultural value should also be avoided, or otherwise developed to enable the ongoing use of the land for agricultural purposes.

For Rural, Rural Residential and Rural Smallholdings zones local planning frameworks may be prepared to outline the circumstances where 'off-grid' electricity supplies will be contemplated to support development. Consistent with the intent of State Planning Policy 2.5 - Rural Planning, proposals should demonstrate that a network electricity connection is not available or an electricity infrastructure upgrade is not commensurate with the scale of a proposal. In these circumstances the local government may determine that 'off-grid' power systems are acceptable to service development where the energy generated is via a renewable energy source and is sufficient for the intended land use. Subdivision and new development in all other zones shall normally require a reticulated underground electricity supply.

2.7.7 Telecommunications

Access to modern telecommunications is becoming ever more important for regional locations as it supports the connectivity and social mobility of communities. Reliable internet is necessary to attract new or relocating businesses which will facilitate growth in employment and flow on opportunities. It is also critical to the delivery of modern social services, online education, and health support.

The Strategy Area is currently serviced by a range of telecommunication means including fixed line and mobile telephone. The National Broadband Network (NBN) is accessible to the Shire by fixed line, fixed wireless and satellite means. Fixed line provides the best internet service speeds, utilising a physical line running to the premises for the delivery of broadband data. The next best means is fixed wireless which delivers broadband data by a transmission tower to a receiver attached to the premises. Satellite, while still providing serviceable download speeds, is the least capable delivery means of broadband data, using a satellite to send radio waves which are received by a small receiver attached to premises.

The three primary townsites are all provided NBN service via a different means. Wagin benefits from a fixed line service, while Williams is serviced by fixed wireless and Darkan satellite.

Strategy Implications

Government recognises the importance of providing quality, high speed digital access in regional areas to support connectedness and technological transition in the rural economy.

Each local government will need to ensure its planning framework is flexible to allow for the continued development and improvement of telecommunications infrastructure to service the Strategy Area.

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2.7.8 Drainage

Drainage in the Strategy Area's townsites broadly comprises of subsurface in-road drainage systems, with outflows to open drains, detention basins and waterways.

In agricultural areas drainage is typically characterised by natural drainage lines utilising the natural topography of the land. There are some manmade rural drains present in the Strategy Area, constructed in some cases to manage salinity and underlying water table levels.

Strategy Implications

The State seeks to encourage drainage in settlement areas consistent with the principles of 'Better Urban Water Management' and 'water sensitive urban design'. Broadly, urban drainage should seek to maintain pre-development water flow rates; improve water quality through soil and vegetation filtration; protect ecological values; and maintain hydrological regimes. Each shires local planning framework should seek to ensure drainage outcomes in settlements align with best practices in urban water management.

In agricultural areas, manmade drainage interventions may occur for environmental and land management purposes. Generally, planning proposals which modify natural drainage regimes should consider the upstream or downstream impacts. Drainage in rural zones should maintain environmental flows; avoid vegetation clearing; be suitably setback from property boundaries; protect water quality and water resources; and limit nutrient export.

The construction of dams, crossings and rural drains should not adversely affect the environment, visual amenity, public health or other users (upstream or downstream) of water resources. Each local government may seek to specify instances where the construction of dams, crossings and rural drains are exempt from development approval.

2.7.9 Waste Management

Wagin

The Shire of Wagin's waste services are managed by Great Southern Waste Disposal which provides a household waste collection service and operates the Shire's landfill site. The landfill facility is located approximately three kilometres south of Wagin off Tudor Street.

Concerns about the ongoing capacity of the landfill site resulted in the Shire moving to a three bin system to provide for better reuse of some wastes. The three bin system supports the collection and compositing of garden organics; the collection of recyclable products; and the collection of other general waste.

West Arthur

The Shire of West Arthur is provided waste services by Warren Blackwood Waste which provides a household waste collection service to Darkan, Duranillin and Arthur River, along with properties along the collection route.

The Shire operates two waste facilities being the Darkan Refuse Site on Coalfields Road west of Darkan and the Duranillin Refuse Site located on Bowelling–Duranillin Road, Duranillin. The Darkan Refuse Site receives the bulk of the Shire's waste.

Williams

The Shire of Williams waste services are managed by Avon Waste Management which provides for household waste collection. Since 2020 the Shire has operated a transfer

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station at its former landfill site located off Narrogin Road approximately two kilometres east of the Williams townsite.

Strategy Implications

Existing waste management facilities are likely to meet the needs of all three Shires over the life of the Strategy. Local planning frameworks should ensure the continued operation of existing sites is not limited by the development of conflicting land uses, including the identification and long term protection of suitable buffer areas consistent with the Environmental Protection Authority's Guidance Statement on separation distances between industrial and sensitive land uses.

Despite the above, the Wheatbelt Development Commission recognises there may be opportunities to improve efficiency in waste management in the broader region through the development of a regional waste facility. Accordingly, planning frameworks should provide flexibility to accommodate such a facility should, in the future, it be seen by the Shires of Wagin, West Arthur and Williams as beneficial to waste management outcomes.

Planning for such a facility would need to account for the surrounding local context, with refuse sites to be selected to limit impact on sensitive land uses. The selection of new refuse sites should also be consistent with the Environmental Protection Authority's Guidance Statement on separation distances between industrial and sensitive land uses.

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2.8 Planning context maps

Wagin, West Arthur and Williams Local Planning Strategy

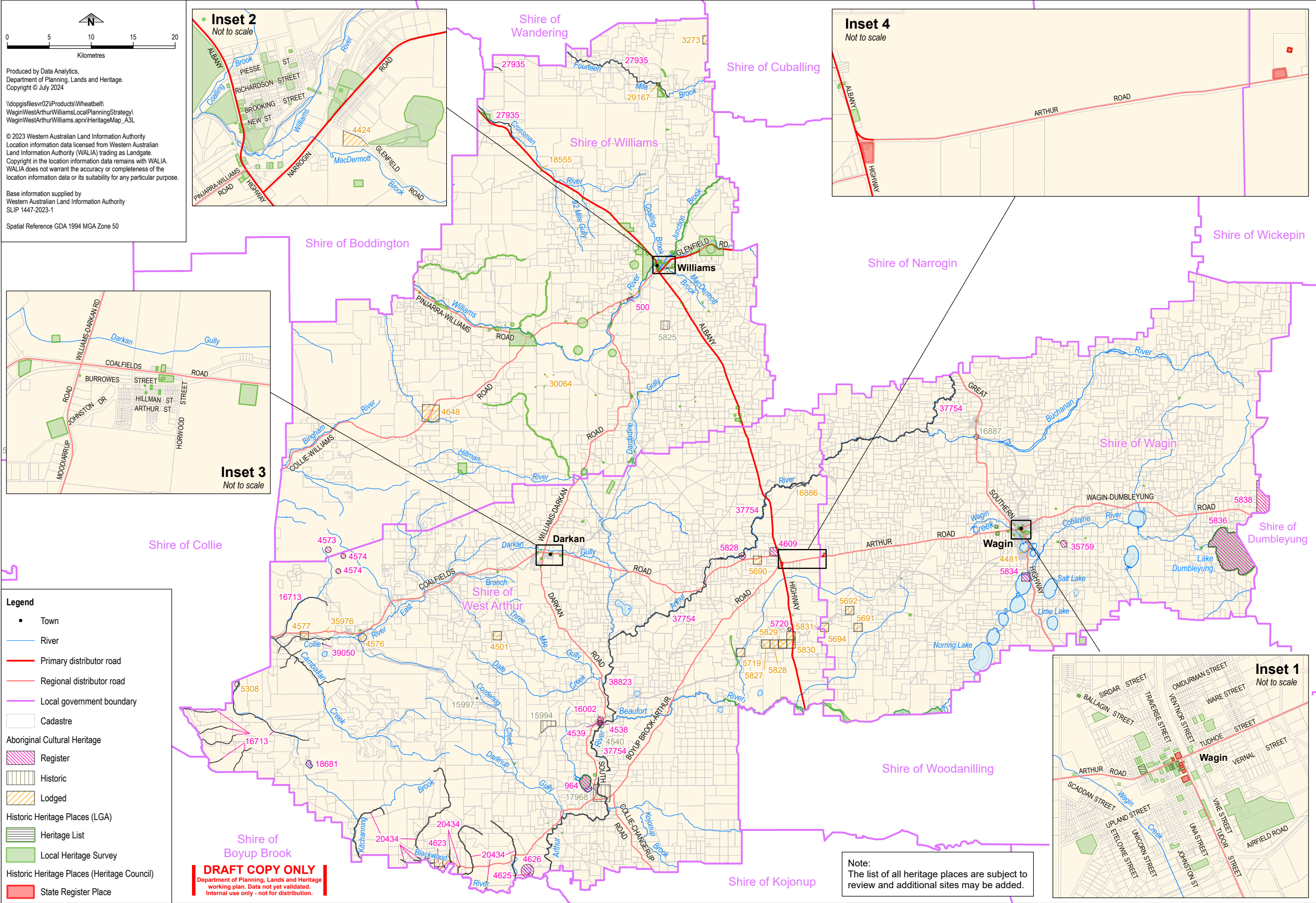


Figure 5 - Heritage map

Wagin, West Arthur and Williams Local Planning Strategy

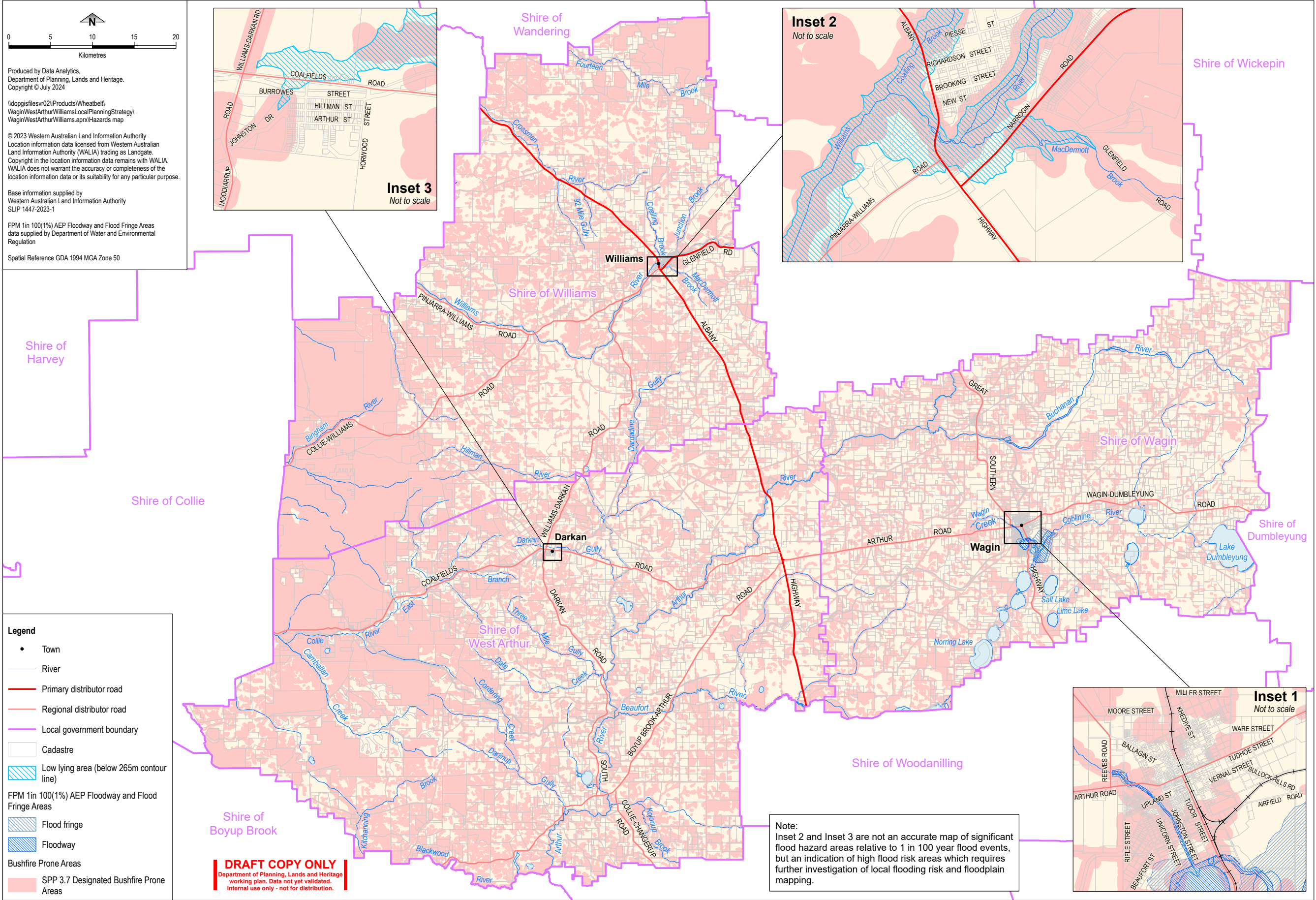


Figure 6 - Hazards man

Legend

- Town
- Basic resource material site
- Primary distributor road
- Regional distributor road
- Local government boundary
- River
- Cadastre

Mines and resources

Blue resource symbols denote mines operating
Pink resource symbols denote mines proposed and under development
Green resource symbols denote undeveloped, shut and care and maintenance

- Bauxite-Alumina
- Clays
- Construction Materials
- Gold
- Gypsum
- Limestone-Limesand
- Tin-Tantalum-Lithium
- Tungsten-Molybdenum

Metadata:

Produced by Data Analytics,
Department of Planning, Lands and Heritage.
Copyright © July 2024

\\dopgisfiles\vr02\Products\Wheatbelt\WilliamsWestArthur\WilliamsLocalPlanningStrategy\aprxMineral Resources map

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Base information supplied by
Western Australian Land Information Authority
SLIP 1447-2023-1

Mineral resources data supplied by
Department of Mines, Industry Regulation and Safety

Spatial Reference GDA 1994 MGA Zone 50

DRAFT COPY ONLY
Department of Planning, Lands and Heritage working plan. Data not yet validated.
Internal use only - not for distribution.

Figure 7 - Mineral resources

Wagin, West Arthur and Williams Local Planning Strategy

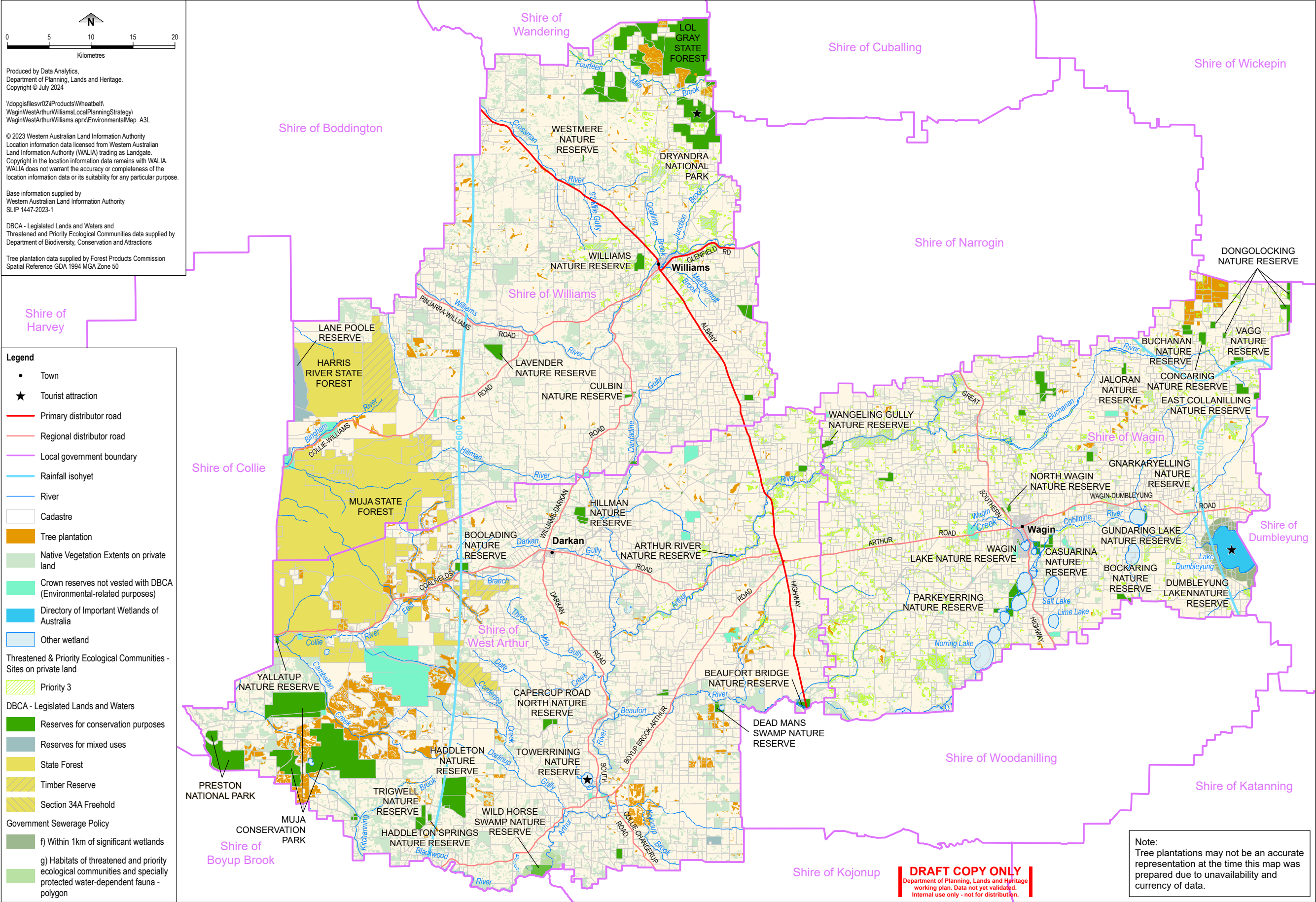


Figure 8 - Environmental man

Wagin, West Arthur and Williams Local Planning Strategy

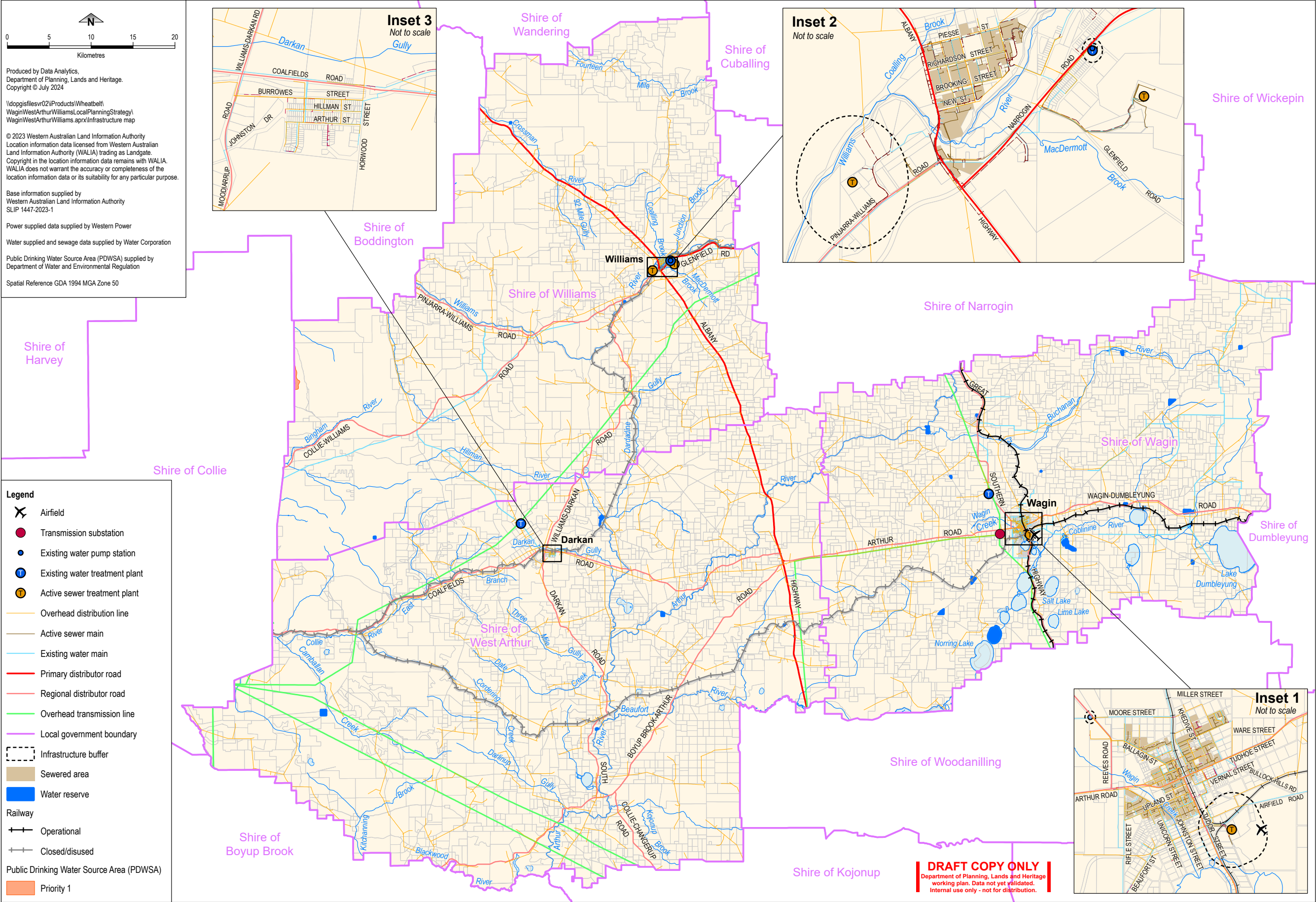


Figure 9 - Infrastructure man

COUNCIL

Endorsement

SHIRES OF WAGIN, WEST ARTHUR AND WILLIAMS JOINT LOCAL PLANNING STRATEGY

CERTIFICATION FOR ADVERTISING

Certified for advertising by the Western Australian Planning Commission on 30 October 2024.

COUNCIL RECOMMENDED/ SUBMITTED FOR APPROVAL

Supported for submission to the Western Australian planning Commission for endorsement by resolution of the Shires of Wagin, West Arthur and Williams at:

The Ordinary Council Meeting of the Shire of Wagin held on XX Month 2025.

Shire President

Chief Executive Officer

The Ordinary Council Meeting of the Shire of West Arthur held on XX Month 2025.

Shire President

Chief Executive Officer

CERTIFICATE

The Ordinary Council Meeting of the Shire of Williams held on XX Month 2025.

Shire President

Chief Executive Officer

ENDORSEMENT OF THE LOCAL PLANNING STRATEGY

Endorsed by the Western Australian Planning Commission.

Dated:

Officer duly authorised by the Commission
(pursuant to the *Planning and Development Act 2005*)

14.2 PROPOSED ROAD DEDICATION

File Reference:	ADM729
Author:	Joe Douglas, Planning Consultant
Authorising Officer:	Vin Fordham Lamont, Chief Executive Officer
Date:	20/11/2024
Disclosure of Interest:	Nil
Location:	Lot 310 (No.35) Johnston Drive, Darkan being Crown Reserve 28932
Applicant:	N/A
Owner:	State of Western Australia
Proposal:	Dedication of a public road through a portion of Lot 310 (No. 35) Johnston Drive, Darkan being Crown Reserve 28932
Attachments:	1. Proposed Subdivision Plan ↓ 2. Reserve Information ↓

SUMMARY:

Council is requested to consider resolving to initiate the process required to excise a 447m² portion of Lot 310 (No.35) Johnston Drive, Darkan being part of Crown Reserve 28932, and dedicate it as a public road pursuant to sections 51 and 56 of the *Land Administration Act 1997*.

BACKGROUND:

The Shire is proposing to subdivide Lot 309 (No.22) Burrowes Street West, Darkan to create twenty one (21) new residential lots to accommodate current and future anticipated demand for new housing (see Attachment 1).

A subdivision application was prepared and lodged with the Western Australian Planning Commission earlier this month requesting conditional approval which is expected to be finally determined by the Commission in February 2025.

A significant portion of Lot 309 has been designated by the Fire and Emergency Services Commissioner as being bushfire prone. Under the terms of the Bushfire Management Plan prepared in support of the subdivision application a new access road is required to be constructed from the south western corner of Lot 309 through a portion of Crown Reserve 28932 to Johnston Drive to ensure safe, convenient and lawful access from the subdivision in the event of a major bushfire.

Crown Reserve 28932 is a 'Class C' reserve owned by the State of Western Australia with a management order issued in favour of the Shire for the designated purpose 'Drainage Nangip Creek' (see Attachment 2).

Under the terms of the proposed subdivision plan for Lot 309, a previously cleared 447m² portion of Crown Reserve 28932 needs to be excised to create a new 19.5-metre-wide road reserve to allow for the construction of a new road carriageway to provide the access required for bushfire safety purposes.

COMMENT:

In order to progress the road dedication proposal outlined above Council must resolve to request the Minister for Lands to do the following:

- i) Excise a 447m² portion of Crown Reserve 28932 pursuant to section 51 of the *Land Administration Act 1997*; and
- ii) Dedicate the 447m² excised portion of Crown Reserve 28932 as a public road pursuant to section 56 of the *Land Administration Act 1997*.

Prior to seeking the Minister for Lands approval for all of the above the proposal must be advertised in a newspaper circulating throughout the local district for a minimum period 35 days inviting feedback and comment from anyone who may have an interest in the proposal. This process will also include, amongst other things, publication of the proposal on the Shire's website and referral of the proposal to all essential service authorities.

At the conclusion of public advertising and consideration of any submissions received Council may then resolve to formally request the Minister for Lands approval to the abovementioned proposals and submit the request to the Lands Division of the Department of Planning, Lands and Heritage accordingly for processing.

Upon receiving Council's formal requests the Minister may, if he or she is satisfied the Shire has complied with the procedural requirements of the relevant sections of the *Land Administration Act 1997* and associated regulations, approve the requests, direct Council to reconsider the request having regard to such matters as the Minister thinks fit, or refuse the requests in their entirety.

Council should note that should it resolve to pursue the abovementioned requests it is also required, in accordance with section 56(4) of the *Land Administration Act 1997*, to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.

CONSULTATION:

To be undertaken by the Shire for the minimum required period of 35 days to satisfy the procedural requirements of the *Land Administration Act 1997* and associated regulations. This process will include publication of a notice in a newspaper circulating throughout the local district, the Shire's website, Facebook page and local newsletter as well as correspondence to all immediately adjoining landowners and essential service authorities inviting their feedback / comment.

STATUTORY ENVIRONMENT:

- *Land Administration Act 1997*
- *Land Administration Regulations 1998*

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

All costs associated with the road dedication proposal will need to be borne by the Shire directly and are likely to be in the order of \$6,000 to \$8,000 excluding GST. This would include all required reporting, public advertising, preparation of a formal submission to the Minister for Lands and all costs and expenses likely to be incurred by the Minister in considering and granting the request (i.e. administrative and survey costs and Landgate fees as may be applicable).

Council should note the estimate provided above does not include the cost of constructing the new road carriageway required from the south western corner of Lot 309 through the relevant portion of Crown Reserve 28932 to Johnston Drive.

It is understood the cost of all the work required will be covered by allowances made in Council's annual budgets and external funding sources for the subdivision project.

STRATEGIC IMPLICATIONS:

The proposal to create a new public roadway through a portion of Crown Reserve 28932 to support the proposed subdivision of Lot 309 for residential purposes is generally consistent with the aims and objectives of the Shire's *Local Planning Strategy (2006)*, *Draft Joint Local Planning Strategy (2024)*, *Strategic Community Plan Towards 2031*, *Corporate Business Plan 2021-2025* and *Economic Development Strategy 2023-2033*.

RISK IMPLICATIONS:

Risk management is the removal of uncertainty from business decisions. Risk is expressed in terms of likelihood it may occur and the consequences that may flow from it. The consequences may be positive or negative or simply a deviation from the expected. The risk or consequence may be related to health and safety; financial; business or service interruption; compliance; reputation; or the environment. ***Reference to the risk matrix below will generate a risk rating by assessing the likelihood and consequence and multiplying these scores by each other.*** The greater the risk rating, the greater the risk and the higher the need for specific plans to be developed. All items with a risk rating greater than 10 should be added to the Risk Register and specific controls developed.

Risk Themes:

A risk theme is the categorising of risk. For example, the collection of risks that represent compliance failure. The risk themes in the shire Risk Register include:

- Business Disruption
- Community Disruption
- IT or Communications Failure
- External Threat or Fraud
- Misconduct
- Inadequate safety or security practices
- Inadequate project or change management
- Errors Omissions or Delays
- Inadequate Document Management Processes
- Inadequate supplier / contract management
- Providing inaccurate advice / information
- Ineffective Employment practices
- Compliance failure
- Inadequate asset management
- Inadequate engagement practices
- Ineffective facility or event management
- Inadequate environmental management

Risk Matrix:

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (25)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

Description of Key Risk	Errors, omissions or delays; Inadequate document management processes; and/or Inadequate engagement practices.
Risk Likelihood (based on history and with existing controls)	Unlikely (2)
Risk Consequence	Minor (2)
Risk Rating (Prior to Treatment or Control): Likelihood x Consequence	Low (4)
Principal Risk Theme	Compliance failure

Risk Action Plan (Controls or Treatment Proposed)	Ensure compliance with the requirements of the <i>Land Administration Act 1997</i> and associated regulations when progressing the road dedication proposal.
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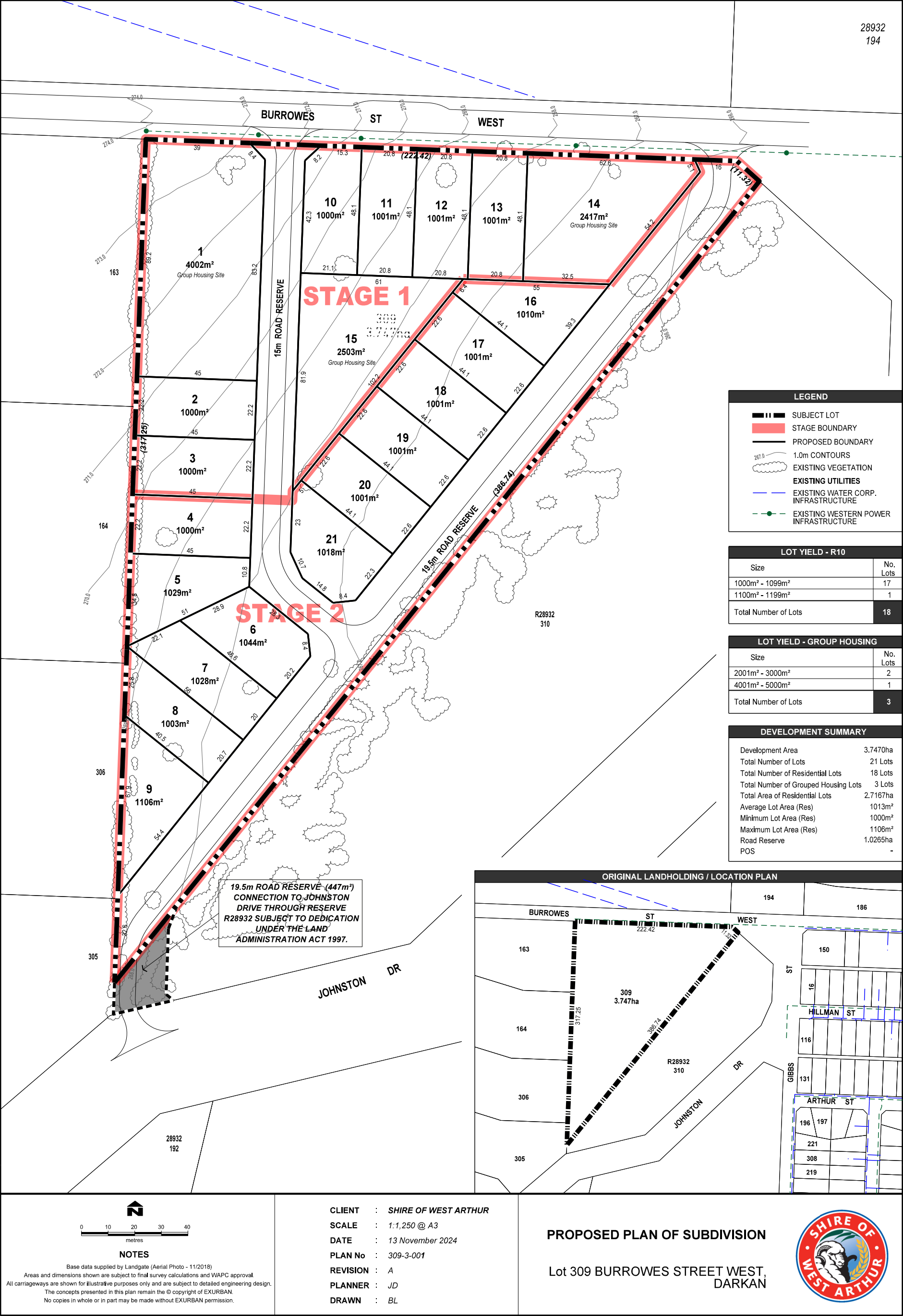
VOTING REQUIREMENTS:

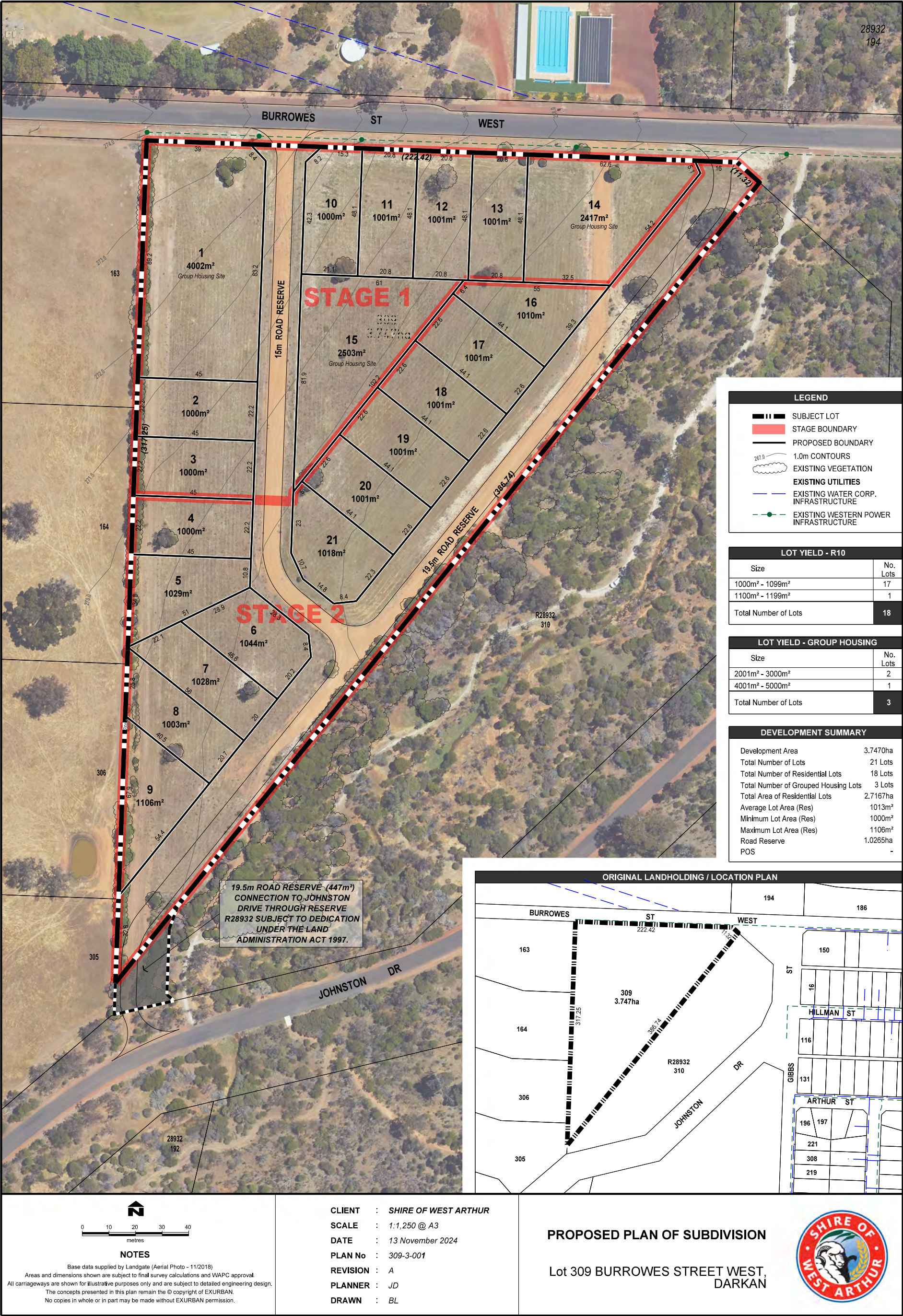
Simple Majority

OFFICER RECOMMENDATION:

That Council resolve to initiate the process required to:

- i) Excise a 447m² portion of Lot 310 (No.35) Johnston Drive, Darkan being part of Crown Reserve 28932 pursuant to section 51 of the *Land Administration Act 1997*; and
- ii) Dedicate the 447m² excised portion of Lot 310 (No.35) Johnston Drive, Darkan being part of Crown Reserve 28932 as a public road pursuant to section 56 of the *Land Administration Act 1997*.





ATTACHMENT 2**Reserve Details Report - 28932**

Reserve	28932	Legal Area (ha)	5.0569
Name	N/A	Status	CURRENT
Type	N/A	Current Purpose	DRAINAGE NAGIP CREEK
File Number	03800-1967-01RO		
Notes	N/A		
Additional Reserve Information	N/A		

Class	Responsible Agency	Date of Last Change
C	DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD)	11/05/2007

Management Order	Document Number
VEST:SHIRE OF WEST ARTHUR	N/A

Land Use
DRAINAGE

Local Government Authority
SHIRE OF WEST ARTHUR

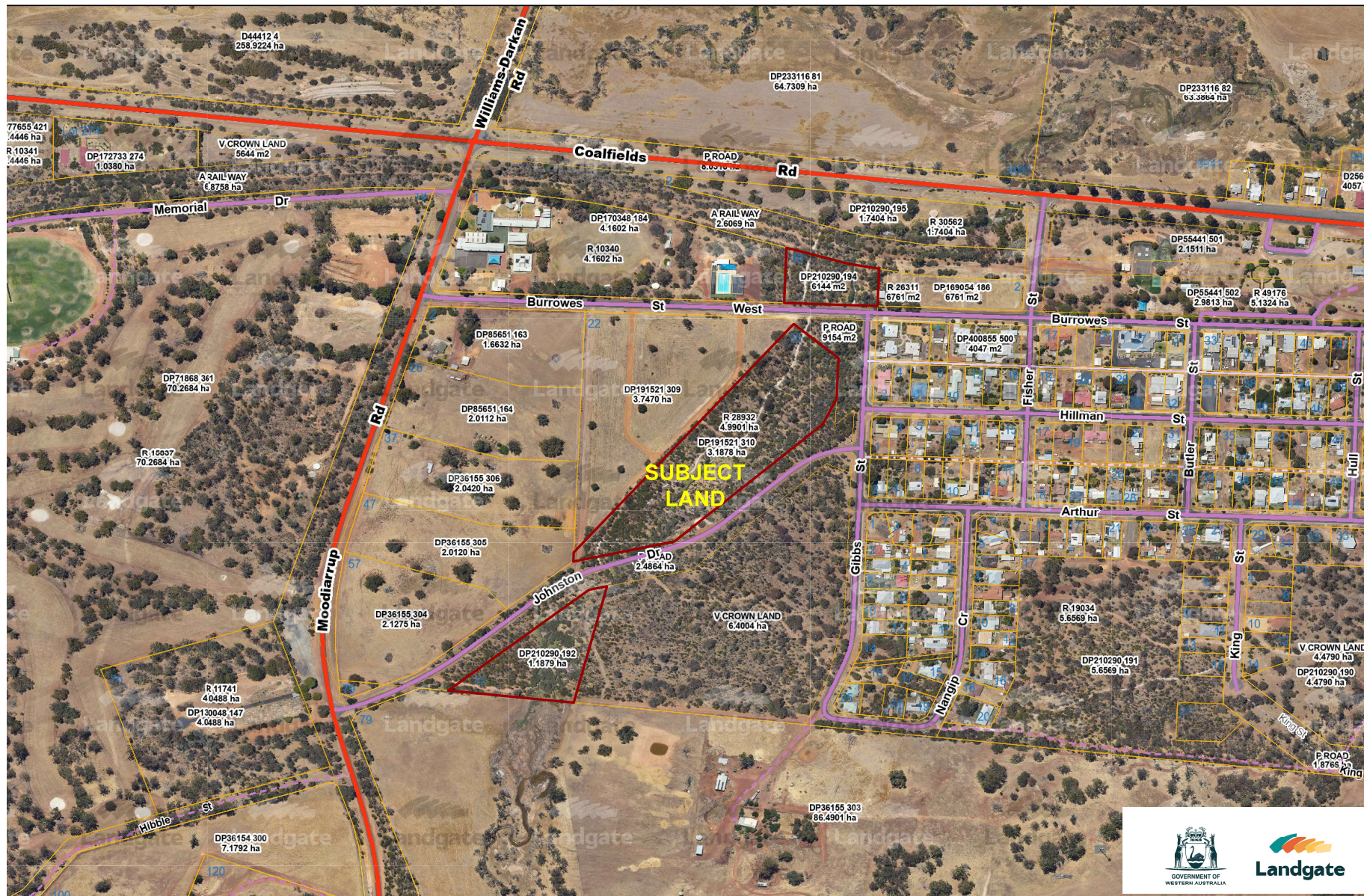
CLT Number	Parcel Identifier	Street Address, Suburb	File Number	PIN	Area (m²)
LR3146/145	Lot 192 On Deposited Plan 210290	12 Johnston Drive, DARKAN 6392	03800-1967-01RO	551858	11879
LR3146/146	Lot 194 On Deposited Plan 210290	39 Burrowes Street West, DARKAN 6392	03800-1967-01RO	553251	6144
LR3146/147	Lot 310 On Deposited Plan 191521	35 Johnston Drive, DARKAN 6392	03800-1967-01RO	553249	31878

Previous Certificates of Title	Status
LR3002/760	Cancelled
LR3002/763	Cancelled
LR3002/768	Cancelled

Previous Certificates of Title	Status
LR3102/225	Cancelled

Document Number/Gazette Page	Date	Type	Text
4850	20/09/1994	Current Vesting	VEST:SHIRE OF WEST ARTHUR
4852	20/09/1994	Vesting Revoked	REVOKED (ORDER DATED 02/02/1968)
4862	20/09/1994	Current Area	5.0569
4862	20/09/1994	Lot/Town Lot	DARKAN LOTS 192, 194 & 310
4862	20/09/1994	Street Name	JOHNSTON DRIVE & BURROWES STREET
4862	20/09/1994	Survey Number	PLAN:10290, DIA:91521
3196	16/10/1970	Historical Area	9.3.20 (3.9963)
189	02/02/1968	Historical Vesting	VEST SHIRE OF WEST ARTHUR
196	02/02/1968	Original Gazettal and page	ORIGINAL GAZETTE
N/A	02/02/1968	Class	C
N/A	02/02/1968	Current Purpose	DRAINAGE NAGIP CREEK
N/A	02/02/1968	Correspondence File Number	3800/67
N/A	02/02/1968	Original Area	14.0.28
N/A	02/02/1968	Previous Lot/Locations	DARKAN LOT 193
N/A	02/02/1968	Public Plan	DARKAN TOWNSITE

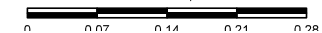
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15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

16 NEW OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

17 MATTERS BEHIND CLOSED DOORS

Nil

18 CLOSURE OF MEETING

The Presiding Member to declare the meeting closed.