



Appendices

Ordinary Council Meeting

Thursday 22 July 2021



Minutes

Bush Fire Advisory Committee Meeting

Wednesday 26 May 2021

**Bush Fire Advisory Committee – 26 May 2021
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Notice of Meeting

Minutes of the Bush Fire Advisory Committee meeting held in the Council Chambers at the Shire of Murray Administration Office, 1915 Pinjarra Road, Pinjarra on Wednesday 26 May 2021. The Chairperson, Cr. A Rogers declared the meeting open the time being 6:32pm.

Important Notes

It should be noted that decisions of this Committee are only recommendations to and not decisions of Council. Committee recommendations should therefore not be acted on or otherwise relied upon until Council has formally considered and decided on the Committee recommendations.

1. ATTENDANCES

Members

Cr. A Rogers (Presiding Member)	Councillor, Shire of Murray
Mr. G Stevens	CESC, Shire of Murray
Mr. P Thurkle	FCO, North Dandalup VBFB
Mr. J Camplin	Training Coordinator/FCO, South Yunderup/Ravenswood VBFB
Mr. R Wilson	CBFCO and FCO, West Murray VBFB
Mr. D McLarty (By Teleconference)	FCO, Coolup VBFB

Ex-Officio

Mr. R Marlborough	Manager Governance, Shire of Murray
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Guests

Mr. K Jones	Brigade Captain, Pinjarra VFRS
Mr. P Wilkinson	1 st Lieutenant, North Dandalup VBFB

2. ABSENT

Members

Mr. B Armstrong (Resigned)	Ex DBFCO and FCO, Dwellingup VBFB
Mr. K Jones (Apology)	FCO, Pinjarra VFRS

Ex-Officio

Mr. B Finlay (Apology)	District Officer – Wellington, DFES
Mr. S Gunn (Apology)	Fire Operations Officer – Perth Hills District, PWS
Mr. S Hurd (Apology)	Fire Operations Officer – Swan Coastal District, PWS

3. CONFIRMATION OF MINUTES OF MEETING

3.1 Confirmation of Minutes of the Bush Fire Advisory Committee meetings - 3 June 2020

Committee Recommendation
BFAC21/001
Moved: P Thurkle

Appendix 1

That the Minutes of the Bush Fire Advisory Committee meeting held on 3 June 2020 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 6:0

4. BUSINESS ARISING FROM THE PREVIOUS MEETING

Nil

Unconfirmed

5. BUSINESS ARISING

5.2 Election of Officers for the 2021/2022 Fire Season

File Ref: 1809
Previous Items: Nil
Author and Title: Robert Marlborough, Manager Governance
Voting Requirements: Simple Majority

Appendix 2 - VBFB - AGM Minutes 2021
Appendix 3 - Nomination for CBFCO
Appendix 4 - Nomination for Fire Weather Officer
and Shire Training Coordinator (Tabled)

Committee Recommendation
BFAC21/002
Moved: Robert Wilson

That Council:

1. support the appointment of the following persons by delegated authority for the 2021/2022 Fire Season:

Chief Bush Fire Control Officer:	Mr. Robert (Bluey) Wilson
Deputy Chief Bush Fire Control Officer:	Mr. Gavin Stevens, CESC Shire of Murray
Fire Control Officers:	Mr. Douglas McLarty – Coolup VBFB Mr. Peter Thurkle – North Dandalup VBFB Mr. James (Jim) Camplin – South Yunderup/Ravenswood VBFB Mr. Robert Wilson – West Murray VBFB Mr. Kevin Jones – Pinjarra VFRS
Fire Control Officers: (Permit Issuing Only)	Mr. Chris Sattler – Coolup VBFB Mr. Stuart Kirkham – Coolup VBFB Ms. Lorraine Webster – North Dandalup VBFB Ms. Christine Thompson JP – West Murray VBFB Mr. Brian Bird – West Murray VBFB
Fire Weather Officer:	Mr. James (Jim) Camplin – South Yunderup/Ravenswood VBFB
Deputy Fire Weather Officer:	Mr Gavin Stevens, CESC Shire of Murray
Shire Training Coordinator/s:	Mr. James (Jim) Camplin – South Yunderup/Ravenswood VBFB Mr. Gavin Stevens, CESC Shire of Murray

2. recommend that the Chief Executive Officer appoints a Fire Control Officer and Permit Issuing Officer/s for the 2021/2022 Fire Season from the Dwellingup Volunteer Bush Fire Brigade membership or otherwise, when suitably qualified Officers are nominated or identified.

(Reason for Change), Point 2 of the recommendation was included as the Fire Control Officer nominated by the Dwellingup Volunteer Bush Fire (DVFBF) Brigade at its 2021 Annual General Meeting resigned and the Brigade did not nominate Permit Issuing Officers for the 2021/2022 fire season.

CARRIED UNANIMOUSLY 6:0

PLEASE NOTE: Committee Recommendation BFAC21/002 is only a recommendation to, and not a decision of Council. The Council will consider this recommendation at the 22 July 2021 Ordinary Council Meeting.

In Brief

For the Bush Fire Advisory Committee is to elect and recommend appointments required under the *Bush Fires Act 1954* and other appointments as deemed necessary.

Background

Brigade Fire Control Officers appointments at brigade level are determined by each brigade at their respective Annual General Meetings (AGM) and this supports the Council BFAC membership structure.

Each year at the BFAC meeting, nominations are received for appointment to the following positions.

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer/s
- Fire Control Officers (Bush Fire Permit issuing only)
- Fire Weather Officer
- Deputy Fire Weather Officer
- Shire Training Coordinator

With the introduction of delegated authority in recent years the endorsement of Fire Control Officers appointments by Council is no longer required as the Chief Executive Officer has the delegated authority under Section 48 of the *Bush Fires Act 1954* to appoint Fire Control Officers, inclusive of a Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officers and Fire Weather Officers. The appointment of Fire Weather Officers requires additional DFES endorsement.

Report Detail

Accordingly, the proposal presented is for the Committee to support the appointment of the brigade nominated Fire Control Officers from the Coolup Volunteer Bush Fire Brigade, Dwellingup Volunteer Bush Fire Brigade, North Dandalup Volunteer Bush Fire Brigade, South Yunderup/Ravenswood Volunteer Bush Fire Brigade and West Murray Volunteer Bush Fire Brigade, as Fire Control Officers in the district.

Attached at **Appendix 2** for information purposes are the Shire of Murray Volunteer Bush Fire Brigades 2021 AGM minutes that detail the appointments of Brigade Officers in each of the Volunteer Bush Fire Brigades, including Fire Control Officers and Permit Issuing Officers.

A written nomination, as detailed at **Appendix 3** has been received from Mr Robert Wilson for the position of Shire of Murray Chief Bush Fire Control Officer. At the time of preparing the report written nominations had not been received for the positions of Deputy Chief Bush Fire Control Officer, Shire Training Coordinator or Fire Weather Officer positions.

A written nomination, as detailed at **Appendix 4** received from Mr James (Jim) Camplin for the positions of Shire Training Coordinator and Fire Weather Officer was tabled at the meeting.

The Committee is also required to identify a suitable member from the Pinjarra Fire and Rescue Services Brigade to be appointed as a Fire Control Officer and any other brigade representative to be appointed as Fire Control Officer/s for permit issuing only.

All Shire Rangers, the Community Emergency Service Coordinator (CESC), the Bushfire Risk Planning Coordinator (BRPC), Manager Ranger and Emergency Services (MRES) and the Manager Governance are appointed as Fire Control Officers and prosecutors, as required, under the provisions of the *Bush Fire Act 1954* at the time of their employment. There is no need to appoint or amend the appointments of these officers.

Murray 2030 Strategic Community Plan

Focus Area	Places for People
Objective 1.1	Socially connected, safe and cohesive community
Strategy 1.1.6	Ensure the safety of our community.

Other Strategic Links

Nil

Statutory Environment

Fire Control Officers, Fire Control Officers (Permit Issuing Only) & Chief & Deputy Chief Fire Control Officers.

Section 38 (1) of the *Bush Fires Act 1954* ('Act') states that a local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of the Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it. The appointment of Fire Control Officers may be delegated to the Chief Executive Officer under Section 48 of the Act.

A local government or a person delegated the authority shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

Fire Weather & Deputy Fire Weather Officers

Section 38 (6) (c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary. The appointment of Fire Weather officers may also be delegated to the Chief Executive Officer under Section 48 of the Act.

- (ca) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by paragraph (h).
- (cb) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.
- (cc) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under paragraph (cb) is, subject to paragraph (cd), entitled to act in the discharge of the duties of that office.

- (cd) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under paragraph (cb) is available and able to discharge those duties.
- (d) The local government shall give notice of an appointment made under paragraph (c) or (cb) to the Authority and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the *Government Gazette*.
- (h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “extreme” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.
- (i) This subsection does not authorise the burning of bush during the prohibited burning times.

Note: Fire Weather Officers must be appointed as Fire Control Officers pursuant to clause (6) (c).

Section 48 Delegation by local governments

- (1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.
- (2) Performance by the chief executive officer of a local government of a function delegated under subsection (1) —
 - (a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and
 - (b) is to be treated as performance by the local government.
- (3) A delegation under this section does not include the power to sub-delegate.
- (4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

The Shire Training Coordinator position is not an appointment specified within the Act. Council has traditionally recognised this position to assist the Shire in certain functions.

Sustainability & Risk Considerations

Economic - (Impact on the Economy of the Shire and Region)

There are no economic impacts on the community.

Social - (Quality of life to community and/or affected landowners)

The appointments support the community and there is no negative impact on the quality of life.

Environment – (Impact on environment’s sustainability)

There is no negative impact on the natural or built environment.

Policy implications

There are no policy implications and the level of risk is considered to be low if the recommendation is endorsed. The proposed appointments under delegated authority are in accordance with the provisions of the *Bush Fires Act 1954*.

Risk Management Implications

Nil

Consultation

- Council Records,
- Bush Fire Advisory Committee minutes.

Resource Implications

Financial

The cost of advertising the appointments is provided in the annual Shire of Murray budget.

Workforce

Nil

Options

The Committee has the option of recommending to Council to:

1. endorse the Officer appointments; or,
2. reject the proposal.

Conclusion

The Committee recommendations are to be used by the Chief Executive Officer under delegated authority to formally appoint persons in accordance with the provisions of the *Bush Fires Act 1954* to the following positions;

- Chief Bush Fire Control Officer;
- Deputy Chief Bush Fire Control Officer;
- Fire Control Officers;
- Fire Control Officers (Bush Fire Permit issuing only);
- Fire Weather Officer;
- Deputy Fire Weather Officer; and,
- Shire Training Coordinator/s.

5.3 2020/2021 Firebreak Notice

File Ref: 1804
Previous Items: Nil
Author and Title: Robert Marlborough, Manager Governance
Voting Requirements: Simple Majority

Appendix 5 - Shire of Murray Firebreak Notice

Committee Recommendation

BFAC21/003

Moved: J Camplin

That Council:

1. notes that the Shire of Murray Firebreak Notice adopted at the Ordinary Council Meeting on 25 June 2020 (OCM20/100) and published in the Government Gazette on 4 September 2020 remains in effect without amendment; and
2. supports the publication of the current firebreak notice, as necessary in accordance with the provisions of the *Bush Fires Act 1954*, before 30 September 2021.

CARRIED UNANIMOUSLY 6:0

PLEASE NOTE: Committee Recommendation BFAC21/003 is only a recommendation to, and not a decision of Council. The Council will consider this recommendation at the 22 July 2021 Ordinary Council Meeting.

In Brief

Acknowledge support for the current Shire of Murray Firebreak Notice, as already adopted ('Notice').

Background

The current Shire of Murray Firebreak Notice was significantly amended as part of a full review in 2020. The current document was supported by the Bush Fire Advisory Committee (**Committee**) at its meeting on 3 June 2020 and the Notice was subsequently adopted at the Ordinary Council Meeting on 25 June 2020.

The current Notice meets the immediate needs as it sets the minimum standards of fire prevention activities on land in the district to prevent the spread or extension of a bush fire. Capacity exist within the current Notice to deal with individual hazards or risk by the issue of Special Works Order, as considered necessary.

Report Detail

Given the recent comprehensive review, it is suggested that the Committee recommend to Council that current Shire of Murray Firebreak Notice continues without amendment.

Murray 2030 Strategic Community Plan

Focus Area	Places for People
Objective 1.1	Socially connected, safe and cohesive community

Strategy 1.1.6	Ensure the safety of our community.
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Other Strategic Links

Nil

Statutory Environment

Section 33 of the *Bush Fires Act 1954* provides a local government the ability to make a Notice requiring all owners or occupiers of land within the district to take measures for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur.

Sustainability Implications

Economic – (Financial impact to the community)

Nil

Social – (Quality of life to community and/or affected landowners)

No amendments are suggested to the current Notice and this provides continuity and support landowner compliance.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

Nil

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Low	The level of negative community feedback will likely be low as no change to the current Notice is proposed.

Consultation

- *Bush Fires Act 1954*
- Council Records
- Council Staff – enforcement officers

Resource Implications

Financial

Funds are provided in the Shire of Murray Annual Budget to publish the Notice annually.

Workforce

Nil

Options

The Committee has the option of recommending to Council to:

1. support the recommendation presented; or,
2. reject the recommendation and commence making a new Notice or amend the current Notice to present to Council for consideration.

Conclusion

The current Shire of Murray Firebreak Notice is effective and applies a reasonable minimum standard of fire prevention requirements across varying land categories in the district to prevent the spread or extension of a bushfire, and the Notice prescribes additional abilities to manage greater risk by way of Special Works Orders. It is recommended that the Committee endorse the recommendation presented.

Unconfirmed

6. REPORTS – EXTERNAL AGENCIES

6.1 Chief Bush Fire Control Officer Report

A report was presented as per Appendix 6.

6.2 Shire Training Coordinator Report

A report was presented as per Appendix 7.

6.3 Community Emergency Services Coordinator Report

A report was presented as per Appendix 8.

6.4 Bushfire Risk Planning Coordinator Report

Nil.

6.5 DFES Representative Report

Nil.

6.6 DBCA Representative Report

Nil.

6.7 Volunteer Brigade Reports

6.7.1 Coolup VBFB

A report was presented as per Appendix 9.

6.7.2 Dwellingup VBFB

A report was presented as per Appendix 10.

6.7.3 North Dandalup VBFB

A report was presented as per Appendix 11.

6.7.4 South Yunderup/Ravenswood VBFB

A report was presented as per Appendix 12.

6.7.5 West Murray VBFB

Refer to CBFCO Report as per Appendix 6.

7. MOTIONS WITHOUT NOTICE FOR DISCUSSION AT THE NEXT MEETING

Nil

8. NEXT MEETING

To be advised.

9. CLOSE

There being no further business the Presiding Member declared the meeting closed the time being 7.10pm.



Appendices

Bush Fire Advisory Committee Meeting

Wednesday 26 May 2021



Minutes

Bush Fire Advisory Committee Meeting

Wednesday 3 June 2020

**Bush Fire Advisory Committee – 3 June 2020
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Notice of Meeting

Minutes of the Bush Fire Advisory Committee meeting held at the Bushfire Centre of Excellence, 1 Fimmel Lane, Pinjarra on Wednesday 3 June 2020 commencing at 6.30pm.

Important Notes

It should be noted that decisions of this Committee are only recommendations to and not decisions of Council. Committee recommendations should therefore not be acted on or otherwise relied upon until Council has formally considered and decided on the Committee recommendations.

1. ATTENDANCES

Members

Cr. A Rogers (Presiding Member)	Councillor, Shire of Murray
Mr. G Stevens	CESC, Shire of Murray
Mr. D McLarty	FCO, Coolup VBFB
Mr. B Armstrong (Video teleconference)	DBFCO and FCO, Dwellingup VBFB
Mr. P Thurkle	FCO, North Dandalup VBFB
Mr. J Camplin	Training Coordinator/FCO, South Yunderup/Ravenswood VBFB
Mr. R Wilson	CBFCO and FCO, West Murray VBFB
Mr. K Jones	FCO, Pinjarra VFRS

Ex-Officio

Mr. B Finlay	District Officer – Wellington, DFES
Mr. R Porter	Manager Ranger and Emergency Services, Shire of Murray
Mr. S Gunn	Fire Operations Officer – Perth Hills District, PWS

Guests

Mr. K Jones	Brigade Captain, Pinjarra VFRS
Mr. R Marlborough	Manager Governance, Shire of Murray
Mr. R Mills	Area Officer, DFES

2. ABSENT

Ex-Officio

Mr. S Hurd	Fire Operations Officer – Swan Coastal District, PWS
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Guests

Ms. D Walker	BRPC, Shire of Murray
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3. CONFIRMATION OF MINUTES OF MEETING

3.1 Confirmation of Minutes of the Bush Fire Advisory Committee meetings – 15 May 2019

Recommendation/Committee Decision

BFAC20/001

Moved: R Wilson

That the minutes of the Bush Fire Advisory Committee meeting held on 15 May 2019 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 8:0

Committee Recommendation BFAC20/001 was carried by the Council at the 25 June 2020 meeting as per resolution OCM20/101.

3.2 Confirmation of Minutes of the Bush Fire Advisory Committee meetings – 10 June 2019

Recommendation/Committee Decision

BFAC20/002

Moved: D McLarty

That the minutes of the Special Bush Fire Advisory Committee meeting held on 10 June 2019 be confirmed as a true and correct record.

CARRIED UNANIMOUSLY 8:0

Committee Recommendation BFAC20/002 was carried by the Council at the 25 June 2020 meeting as per resolution OCM20/101.

4. BUSINESS ARISING FROM THE PREVIOUS MEETING

Nil

5. BUSINESS ARISING

5.1 Election of Presiding Member

File Ref: 1804-10
Previous Items: Nil
Author and Title: Ron Porter, Manager Ranger and Emergency Services
Voting Requirements: Simple Majority

Appendix 1

Recommendation/Committee Decision

BFAC20/003

Moved: R Wilson

The Bush Fire Advisory Committee recommend to Council to endorse Cr. Ange Rogers as the Chairperson of the Shire of Murray Bush Fire Advisory Committee (BFAC) expiring in October 2021 to coincide with the Local Government Elections.

CARRIED UNANIMOUSLY 8:0

Committee Recommendation BFAC20/003 was carried by the Council at the 25 June 2020 meeting as per resolution OCM20/098.

In Brief

The Shire of Murray Bush Fire Advisory Committee (BFAC) is required to elect a Presiding Member.

Background

Council Committees elect their own Presiding Member from the relevant committee membership. A Presiding Member's term of appointment is until the next Council election or the incumbent resigns.

In 2012 the Bush Fire Advisory Committee formed the view that Fire Control Officers appointments only ran for one year and new Committee members should have the right to elect an alternative Presiding Member, therefore the term of the BFAC Chairperson was amended to reflect this position.

At the Ordinary Council Meeting on Oct 2019 (OCM19/209) council endorsed the following;

That Council endorse Cr Ange Rogers as the Chairperson of the Shire of Murray Bush Fire Advisory Committee (BFAC) for a one-year term expiring in 16 October 2021 with Cr Stuart Kirkham proxy.

Report Detail

A written nomination as detailed at **Appendix 1** has been received from Cr Angela Rogers for the position of BFAC Chairperson.

Murray 2030 Strategic Community Plan

Focus Area	Places for People
Objective	Socially connected, safe and cohesive community
Strategy	Ensure the safety of our community.

Other Strategic Links

Nil

Statutory Environment

Section 67 *Bush Fires Act 1954*; and,
Shire of Murray Meeting Procedures Local Law 2012.

Sustainability & Risk Considerations

Economic - (Impact on the Economy of the Shire and Region)

Nil

Social - (Quality of life to community and/or affected landowners)

There is no impact on the quality of life of the community.

Environment – (Impact on environment’s sustainability)

Not Applicable

Policy Implications

There are no policy implications and the level of risk is considered to be low if the recommendation is endorsed.

Risk Management Implications

Nil

Consultation

- *Bush Fires Act 1954*,
- Council Records; and,
- Bush Fire Advisory Committee minutes.

Resource Implications

Financial

Nil

Workforce

Nil

Options

The Committee has the option of recommending to Council to:

1. Endorse the Presiding Member; or,
2. Reject the proposal.

Conclusion

It is recommended that the Committee endorse a Chairperson expiring in October 2021 to coincide with the Local Government Elections.

5.2 Election of Officers for the 2019/2020 Fire Season

File Ref: 1809
Previous Items: Nil
Author and Title: Ron Porter, Manager Ranger and Emergency Services
Voting Requirements: Simple Majority

Appendix 2 and Appendix 3

Recommendation/Committee Decision

BFAC20/004

Moved: G Stevens

The Bush Fire Advisory Committee recommend to Council to appoint the following persons by delegated authority for the 2020/2021 Fire Season:

Chief Bush Fire Control Officer: Mr. Robert (Bluey) Wilson

Deputy Chief Bush Fire Control Officer: Mr. Benjamin (Ben) Armstrong

Fire Control Officers:

**Mr. Robert Wilson – West Murray VBFB
Mr. Ben Armstrong – Dwellingup VBFB
Mr. Douglas McLarty – Coolup VBFB
Mr. Peter Thurkle – North Dandalup VBFB
Mr. James (Jim) Camplin – South Yunderup / Ravenswood VBFB
Mr. Kevin Jones – Pinjarra VFRS**

**Fire Control Officers:
(Permit Issuing Only)**

**Mr. Chris Sattler – Coolup VBFB
Mr. Lance Pitter – Coolup VBFB
Mr. Dave Turner – Dwellingup VBFB
Mr. Michael Webster – North Dandalup VBFB
Mr. Brendan Webster – North Dandalup VBFB
Ms. Lorraine Webster – North Dandalup VBFB
Ms. Christine Thompson JP – West Murray VBFB
Mr. Brian Bird – West Murray VBFB**

Fire Weather Officer: Mr. Jim Camplin

Deputy Fire Weather Officer: Community Emergency Services Coordinator

**Shire Training Coordinator/s: Mr. Jim Camplin
Community Emergency Services Coordinator**

CARRIED UNANIMOUSLY 8:0

Committee Recommendation BFAC20/004 was carried by the Council at the 25 June 2020 meeting as per resolution OCM20/099.

In Brief

For the Bush Fire Advisory Committee is to elect and recommend appointments required under the *Bush Fires Act 1954* and other appointments as deemed necessary.

Background

Brigade Fire Control Officers appointments at brigade level are determined by each brigade at their respective Annual General Meetings (AGM) and this supports the Council BFAC membership structure.

Each year at the BFAC meeting, nominations are received for appointment to the following positions.

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer/s
- Fire Control Officers (Bush Fire Permit issuing only)
- Fire Weather Officer
- Deputy Fire Weather Officer
- Shire Training Coordinator

With the introduction of delegated authority in recent years the endorsement of Fire Control Officers appointments by Council is no longer required as the Chief Executive Officer has the delegated authority under Section 48 of the *Bush Fires Act 1954* to appoint Fire Control Officers, inclusive of a Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officers and Fire Weather Officers. The appointment of Fire Weather Officers requires additional DFES endorsement.

Report Detail

Accordingly, the proposal presented is for the Committee to support the appointment of the brigade nominated Fire Control Officers from the Coolup Volunteer Bush Fire Brigade, Dwellingup Volunteer Bush Fire Brigade, North Dandalup Volunteer Bush Fire Brigade, South Yunderup/Ravenswood Volunteer Bush Fire Brigade and West Murray Volunteer Bush Fire Brigade as Fire Control Officers in the district.

Attached at **Appendix 2** for information purposes are the Shire of Murray Volunteer Bush Fire Brigades AGM minutes that detail the appointments of Brigade Officers in each of the Volunteer Bush Fire Brigades, including Fire Control Officers and Permit Issuing Officers.

Written nominations as detailed at **Appendix 3** have been received from Mr Robert Wilson for the position of Chief Bush Fire Control Officer. Mr Benjamin Armstrong & Mr Peter Thurkle AFSM have provided a nomination for the position of Deputy Chief Bush Fire Control Officer. Additionally, Mr James Camplin has forwarded a nomination for the Shire Training Coordinator and Fire Weather Officer positions.

The Committee is also required to identify a suitable member from the Pinjarra Fire and Rescue Services Brigade to be appointed as a Fire Control Officer and any other brigade representative to be appointed as Fire Control Officer/s for permit issuing only.

Shire Rangers, the Community Emergency Service Coordinator (CESC), the Bushfire Risk Planning Coordinator (BRPC), Manager Ranger and Emergency Services (MRES) and the Manager Governance are appointed as Fire Control Officers and prosecutors, as required, under the provisions of the *Bush Fire Act 1954* at the time of their employment. There is no need to appoint or amend the appointments of these officers.

Murray 2030 Strategic Community Plan

Focus Area	Places for People
Objective	Socially connected, safe and cohesive community
Strategy	Ensure the safety of our community.

Other Strategic Links

Nil

Statutory Environment

Fire Control Officers, Fire Control Officers (Permit Issuing Only) & Chief & Deputy Chief Fire Control Officers.

Section 38 (1) of the *Bush Fires Act 1954* ('Act') states that a local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of the Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it. The appointment of Fire Control Officers may be delegated to the Chief Executive Officer under Section 48 of the Act.

A local government or a person delegated the authority shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

Fire Weather & Deputy Fire Weather Officers

Section 38 (6) (c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary. The appointment of Fire Weather officers may also be delegated to the Chief Executive Officer under Section 48 of the Act.

- (ca) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by paragraph (h).
- (cb) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.
- (cc) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under paragraph (cb) is, subject to paragraph (cd), entitled to act in the discharge of the duties of that office.
- (cd) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under paragraph (cb) is available and able to discharge those duties.
- (d) The local government shall give notice of an appointment made under paragraph (c) or (cb) to the Authority and cause notice of the appointment to be published at

least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the *Government Gazette*.

- (h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “extreme” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.
- (i) This subsection does not authorise the burning of bush during the prohibited burning times.

Note: Fire Weather Officers must be appointed as Fire Control Officers pursuant to clause (6) (c).

Section 48 Delegation by local governments

- (1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.
- (2) Performance by the chief executive officer of a local government of a function delegated under subsection (1) —
 - (a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and
 - (b) is to be treated as performance by the local government.
- (3) A delegation under this section does not include the power to sub-delegate.
- (4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

The Shire Training Coordinator position is not an appointment specified within the Act. Council has traditionally recognised this position to assist the Shire in certain functions.

Sustainability & Risk Considerations

Economic - (Impact on the Economy of the Shire and Region)

There are no economic impacts on the community.

Social - (Quality of life to community and/or affected landowners)

The appointments support the community and there is no negative impact on the quality of life.

Environment – (Impact on environment’s sustainability)

There is no negative impact on the natural or built environment.

Policy implications

There are no policy implications and the level of risk is considered to be low if the recommendation is endorsed. The proposed appointments under delegated authority are in accordance with the provisions of the *Bush Fires Act 1954*.

Risk Management Implications

Nil

Consultation

- *Bush Fires Act 1954*,
- Council Records,
- Council Staff,
- Chief Bush Fire Control Officer, and;
- Bush Fire Advisory Committee minutes.

Resource Implications

Financial

The cost of advertising the appointments is provided in the annual Shire of Murray budget.

Workforce

Nil

Options

The Committee has the option of recommending to Council to:

1. Endorse the Officer appointments; or,
2. Reject the proposal.

Conclusion

The Committee recommendations are to be used by the Chief Executive Officer under delegated authority to formally appoint persons in accordance with the provisions of the *Bush Fires Act 1954* to the following positions;

- Chief Bush Fire Control Officer;
- Deputy Chief Bush Fire Control Officer;
- Fire Control Officers;
- Fire Control Officers (Bush Fire Permit issuing only);
- Fire Weather Officer;
- Deputy Fire Weather Officer; and,
- Shire Training Coordinator/s.

5.3 2020/2021 Firebreak Notice

File Ref: 1804
Previous Items: Nil
Author and Title: Gavin Stevens, Community Emergency Services Coordinator
Voting Requirements: Simple Majority

Appendix 4, 5, 5A & 6

Recommendation/Committee Decision

BFAC20/005

Moved: K Jones

That Council accepts the following recommendation to;

- 1. adopt the Shire of Murray Firebreak Notice as amended, and detailed at Appendix 6; and,**
- 2. publish the Notice in the Government Gazette and a local newspaper that circulates within the district before 30 September 2020.**

CARRIED UNANIMOUSLY 8:0

Committee Recommendation BFAC20/005 was carried by the Council at the 25 June 2020 meeting as per resolution OCM20/100.

In Brief

Amend the annual Firebreak Notice (**'Notice'**) to provide clarity for enforcement by removing unattainable measures from within the notice.

Background

During 2019/2020 fire season it was identified by the Ranger and Emergency Services team the need to look at the notice for some areas of enforcement. A post fire season debrief around enforcement of the notice was conducted by the team on the 19 May 2020.

Report Detail

It was cited at the season debrief meeting that aspects particularly relating to Asset Protection Zones ('APZ') were difficult to enforce and open to interpretation or in some cases unachievable. It was noted that the APZ's were developed under the "*Planning for Bushfire Protection Guidelines*" with a 'greenfield' scenario in mind and not meant to apply retrospectively. While the notion of APZ's within the firebreak notice is a sound concept it was felt that it better fitted within the education and information environment than an enforcement environment. It was also seen as supporting the work of brigades in community education.

Further to that the clearing up of the definition of private driveways to just 'driveways' and remove the need for 17.5m turn arounds which often in special residential/rural are unachievable without the removal of established buildings and/or infrastructure.

Finally, a change of Scheme wording correctly reflects legislation has been applied. Change of Rates wording is where information is held in the Shire's digital record management system.

An initial table of summarized changes as detailed at **Appendix 4** was sent to Fire Control Officers on the 27 May 2020 feedback was then incorporated to the draft firebreak notice for consideration, as detailed at **Appendix 5**.

Murray 2030 Strategic Community Plan

Focus Area	Places for People
Objective	Socially connected, safe and cohesive community
Strategy	Ensure the safety of our community.

Other Strategic Links

Nil

Statutory Environment

Section 33 of the *Bush Fires Act 1954* provides a local government the ability to make a Notice requiring all owners or occupiers of land within the district to take measures for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur.

Sustainability Implications

Economic – (Impact on the Economy of the Shire and Region)

Nil

Social – (Quality of life to community and/or affected landowners)

The proposed amendments to the Notice will make it easier for landowners to achieve compliance.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

There are no policy implications

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Moderate	The level of negative community feedback will be low if the community are adequately informed on the rationale of the proposed changes.

Consultation

- *Bush Fires Act 1954*
- Council Records
- Council Staff – enforcement officers
- Chief Bush Fire Control Officer
- Fire Control Officers
- Other Local Government Firebreak Notices

Resource Implications

Financial

The cost of advertising the Notice is provided in the annual Ranger and Emergency Services budget.

Workforce

Nil

Options

The Committee has the option of:

1. Recommending to Council to endorse the recommendation.
2. Rejecting the proposal.

Conclusion

The proposals look to build on the existing Notice and ensure it stays contemporary and reflects current legislative requirements. It is recommended that the Committee endorse.

Discussions at the meeting

Concerns were raised about aspects of the proposed changes to the Notice. Discussion ensued about the BAL assessment process and the ongoing need for education of stakeholders. There was also argument on the need for some form of turnaround provision in the definition of 'driveway'.

Discussion progressed around the need for a measurement to make it an enforceable provision, examples such as; DBCA 6x6m turnaround from machine supervision, 17.5m or potentially using Special Works Orders to enforce the need for turnaround in instances where there wasn't one. It was agreed that a reference to a turnaround requirement should be included in the driveway definition.

Recommendation was agreed that amendments would be made relating to driveways to provide a specifiable, enforceable turnaround area and distribute it to the BFAC membership for consideration.

The changes to the definition of driveway within the Notice inclusive of a ten-metre turnaround provision and other minor amendments were subsequently distributed to the BFAC membership for consideration, as detailed at **Appendix 5A**, on Friday 5 June 2020. Feedback received was positive to the amendments made to the Notice.

6. REPORTS – EXTERNAL AGENCIES

6.1 Chief Bush Fire Control Officer Report

A report was submitted as per Appendix 7.

6.2 Shire Training Coordinator Report

Nil due to COVID-19.

6.3 Community Emergency Services Coordinator Report

A report was submitted as per Appendix 8.

6.4 Bushfire Risk Planning Coordinator Report

A report was submitted as per Appendix 9.

6.5 DFES Representative Report

A report was submitted as per Appendix 10.

6.6 DBCA Representative Report

Fire season just finished in the Perth Hills with 10-11 fires and some deployments out of the area. Between Spring Burning and the Autumn season DBCA have burnt approximately 4000 hectares near North Dandalup as well as 2500-3000 hectares out near Scarp Road. It has been a good outcome to the burning perspective. Has allowed some good areas of protection and strategic burns. Hoping for a quiet upcoming fire season.

6.7 Volunteer Brigade Reports

6.7.1 Coolup VFBF

Busy start to the season however quiet in Coolup its self. The Brigade has been developing relationships with landowners during the burning seasons which is going really well with landowners being very understanding.

COVID-19 has reduced the gatherings and call outs have been limited. Everyone is staying engaged through other methods. The Cadets have been busy with their Duke of Edinburgh awards. One Cadet is almost at Gold, 4 Cadets are close to Silver and 1 Cadet is on Bronze.

Hopefully in the next month or so things will get to a semi normal arrangement with relaxed restrictions as of this Saturday. Thanks to Bluey and Ben for their work and to the supporting brigades.

6.7.2 Dwellingup VFBF

Refer to Dwellingup VFBF FCO report in the Dwellingup VFBF AGM minutes as per Appendix 2.

6.7.3 North Dandalup VFBF

A report was submitted as per Appendix 11.

6.7.4 South Yunderup/Ravenswood VFBF

South Yunderup held an online/email AGM to elect Officers with all of last year's Officers re-elected with the exception of the Permit Issuing Officer – Jamie McBride who resigned during the year.

COVID-19 brought things to a halt, training outstanding but an update to the command trailer has been completed. The motor on the Fire Boat was updated earlier in the Year. The 2.4 has had some problems but has been repaired now.

Training has been quiet with COVID-19 and it looks like once restrictions are lifted a meeting will be held soon. Thanks to West Murray VBFB particularly Bluey for their help during the year helping with all crews.

Weekly call out list has been invaluable to make sure crews are able to crew the trucks. Thanks to South Yunderup/Ravenswood VBFB members for their input and to all of the other brigades for their help throughout the year. Let's hope it is a quiet year.

In regards to the matter that came up on the 22nd and 23rd of May which was the TFB declaration by DFES. We need to have a way to tell more people about the bans. Jim recommends expanding the Shire SMS or looking at the local radio stations. Discussion followed about different thoughts and ideas including communicating to DFES about how to notify and the media broadcasting focusing on the rain/ storm event. It was tough given the time of year. Brief discussion was had about s.46 and TFB's.

6.7.5 *West Murray VBFB*

A report was submitted as per Appendix 12.

7. **MOTIONS WITHOUT NOTICE FOR DISCUSSION AT THE NEXT MEETING**

Nil.

8. **NEXT MEETING**

TBA.

9. **CLOSE**

There being no further business the Presiding Member declared the meeting closed the time being 8:15pm.

AGM Minutes

Coolup Volunteer Bushfire Brigade

Date | time 19th April 2021 at 1831 | *Meeting called to order by* Doug McLarty

In Attendance

Trent Rogers, Ange Rogers, Kyle Druery, Justyn Bennett, Doug McLarty, Rosemary Pitter, Demi Druery, Mark Dilley, Peter Bostock, Stuart Kirkham, David Outhwaite, Sharon Chapman, Cliff Sheahan, Lisa Robb, Paul Robb, Ken Bennett, Tracey Bennett, Maurie Leach, Tom Bostock, Nadine Cole, Raimie Zilco, Nathan Menzies, Lance Pitter, Chris Sattler, Peta Sattler, Jay Freap, Ryan Bains, Paula Pownall, Casey Rose, Brenda Boaden & Gavin Stevens (Shire Rep).

Apologies'

Jake Bennett, Lynda Kirkham, Dave Vuletic, Shane Woolley, Errol Goodall, Ally Goodall, Nigel Leach, Ray Flatt, Adrian Chapman, Mackenzie Sattler, Rohan Pownall & Paul Harrison.

Approval of Minutes

The AGM Minutes were read from August 2020. Stuart Kirkham – Moved that they are true and correct. 2nd by Ange Rogers. All Voted, Carried.

Business Arising

No Business arising from last AGM Meeting minutes.

Correspondents In

Correspondents Out

N/A

Outgoing Officer Notes

FCO / Captain- Doug McLarty:

The year got off to a rough start with one of our own Harrison Kirkham passing away. This Brigade & community stuck together like glue. We should all be very proud of how we managed to still turn out to every incident after while managing to keep our heads high. Well done & Thank you. We know that Harry will be looking out for us.

We also had Maurie, Justyn, Shane & Roahn be sent on the longest deployment yet to Wooroloo & faced many hurdles whilst there. Thank you to them.

Thank you to Gavin Stevens for being the best CESM to date. He is always there when we have needed him.

Thank you to Stuart Kirkham for being a great Captain & all the hard work you have put in over the last few years.

Going forward we need to be very mindful of our attendance in our Brigade. If you are not seen to be participating in some form eg Training, Helping out & Meetings in 6 months we need to take you off the Books for insurance purposes. We have always been very lenient on this.

Thank you everyone.

Now I would like to give Stuart a chance to say a few words.

CAPTAIN- Stuart Kirkham:

Thank you to everyone for their support following the accident. I will take a bit of time out from Captaincy but still want to help where I can. I just need a bit of time. Thank you.

1st LIEUTENANT- Nigel Leach:

2nd LIEUTENANT- Trent Rogers:

Thanks to all the Office Bearers for your hard work. Thanks heaps to everyone that helps out.

3rd LIEUTENANT- Dave Vuletic:

4th LIEUTENANT- Justyn Bennett:

Thank you to everyone that turns up and helps out. Its greatly appreciated. Thank you.

TREASURER REPORT- Rosemary Pitter: Operating at-

Moved By: Rosemary Pitter, 2nd Stuart Kirkham, Voted, Carried.

TRAINING OFFICER- David Vuletic:

CADET LEADER- Peta Sattler:

Last year we had 13 Cadets & this year we already have 20. Our Cadets are always commended on their behavior anywhere we take them.

We have had a number that have achieved Bronze, Silver and or Gold Duke of Edinburgh.

They are building great Bonds.

STATION OFFICER- Ange Rogers:

Thank you to Paul and Lisa for cleaning the Station.

Gavin Stevens:

I enjoy coming to your meetings & to this Brigade. You have a great culture and it's a blessing to work along side you all. Well done.

There are a bunch of thankyou cards here from the kids in Perth that I thought you may like to read.

I declare all positions vacant.

New Business

All positions declared vacant.

Chairperson – Gavin Stevens (CESM)

All positions voted on with New Office Bares as Follows:

- FCO – Doug McLarty
- Fire Captain – Dave Vuletic
- Secretary – Ange Rogers
- Treasurer – Rosemary Pitter
- Lieutenants (in no particular order) Justyn Bennett, Mark Dilley, Stuart Kirkham & Trent Rogers.
- Training Offices – Justyn Bennett, 2nd Nigel Leach
- Equipment Officer – Mark Dilley & Stuart Kirkham
- Permit Officers – Doug McLarty, Chris Sattler & Stuart Kirkham
- Station Officer – Ange Rogers
- Cadet Leaders – Peta Sattler & Lynda Kirkham
- Radio Officers – Tracey Bennett & Ange Rogers

Meetings will remain the same on the 2nd Monday of the month at 7pm (1900hrs)

Training will be at trainer's discretion or other times T.B.A. with a minimum of 4 per year.

General Business

Tracey Bennett -Fundraising, can we do some?

I Move a motion that the Brigade will put out Fundraising Cards.

Lisa Robb- Thank you to all the Office bearers.

Kyle Druery- Thanks to Tracey Bennett.

Peta Sattler- on the 30th May I'm going to do the Bushfire readiness facilitators course.

Trent Rogers- Even though Nigel isn't a Lieutenant any longer doesn't mean that he won't be a Senior Firefighter out on the fire ground.

Rosemary Pitter- I need the Office Bearers to take a copy of the minutes to Bendigo Bank and put their signature on the Account.

Gavin Stevens- I want to acknowledge Lance Pitter for his efforts over the years as an FCO, Thank you.

I have some Medals here I would like to present. Firstly to

Stuart Kirkham for 10years of service

Joel Cochrane for 10years of Service

Mark Dilley for 15years & 25years of Service.

Ange Rogers- Well done to Tom Bostock for being our first official Brigade Member to have graduated from cadets to the fire ground.

MEETING CLOSED: 1935hrs

Next Meeting

Monday 10th May 2021 @ 1900hrs

Minutes

Dwellingup Volunteer Fire Brigade AGM 2021

ATTENDEES: Emily Thompson, Renae Armstrong, Robert Hill, Jarren Vanelst, David Turner, Kim Birmingham, Kevin Tinker, Bradley Warr, Wendy Clitheroe, Derek Clitheroe, Ben Armstrong, Jaime Cocivera

APPOLOGIES: Colleen Warr, Craig Rubery, Anthony Cocivera

Captain Report – Attached

FCO – Report - Attached

Treasurer Report – Attached

Declare all positions vacant

Election of office bearers

Captain:

Nominated: David Turner - accepted

FCO:

Nominated: Benjamin Armstrong -accepted

1st Lieutenant:

Nominated: Craig Rubery - accepted

2nd Lieutenant:

Nominated: Anthony Cocivera - accepted

Maintenance Officer:

Nominated: Derek Clitheroe - accepted

Training Officer:

Nominated: Brad Warr - accepted

Secretary:

Nominated: Jaime Cocivera - accepted

Treasurer:

Nominated: Wendy Clitheroe -accepted

Station officer:

Nominated: Wendy Clitheroe/Derek Clitheroe - accepted

Welfare Catering: Colleen Warr - accepted

Cadet Officer: Brad Warr - accepted

1. GENERAL BUSINESS

To be done at next meeting

2. NEXT MEETING Tuesday 18th May 2021

3. CLOSE



North Dandalup Volunteer Bush Fire Brigade

Minutes of Annual General Meeting

28th April 2021

NDVBFB

Meeting Opened: 1906 hrs

1. Attendance:

Voting members: C Watts, T Doolan, R Evans, M Webster, R Gosatti, A Wright, S Fairfull, R Fairfull, M Boag, C Boag, G Chapman, L Webster, P Wilkinson, K Jensen, T Jensen, R McDonald, J Thurkle, P Thurkle, M Sach, B Webster

Non-Voting members:

Guests: R Wilson CBFCO

Apologies: J McInerney, G Wright, M Thurkle, B Heller, K Heller, E Heller, L Parker, N Parker, B McDonald, G Stevens SoM CESC

2. Confirmation of Minutes

2.1 The Minutes of the Annual General Meeting held on 29th April 2019 were accepted as true and correct at the Brigade Meeting held on 13th May 2019 by M Thurkle & K Heller.

2.2 The 2020 Brigade AGM was not conducted due to COVID-19 restrictions with Office Bearer positions remaining in situ.

3. Reports

3.1 Captain's Report

First and foremost, I wish to thank our brigade officers for the past twelve months, your support and stepping in where required has been appreciated and most helpful to keep the Brigade functional.

To all our members I wish to express gratitude, we have a community continuing to significantly grow which the brigade will always protect and strive to make safe and additionally we have supported the rest of our shire brigades and broader communities with deployments.

2020/21 has seen a minor fire season but the brigade members are always at the ready, to combat any such threat or provide support where possible.

I urge all members as we go forward over the next twelve months to try to and commit to brigade activities, training and courses when available. Without your involvement activities and training cannot be conducted, and we as brigade members are unable to form a united front. This is extremely important to the longevity and future of our brigade.

Once again, thank you to our outgoing officers and everyone for being here. I look forward to working with the new officers elected and everyone at the brigade over 2021/22 season.

I would also like to make mention to Gavin Stevens and Bluey Wilson for their attendance and welcomed and thanked to chair the elections.

3.2 Auditor's Report

Motion: "That the Auditor's report for 2020/21 and 2019/20 financial years be received".

Moved: M Webster

Seconded: S Fairfull

Carried

4. Appointment of Auditor

Motion: "That the brigade appoints Mrs Deborah May to conduct the 2021/22 year Audit".

Moved: L Webster

Seconded: P Wilkinson

Carried

6. Election of Office Bearers

The following absentee votes were received: J McInerney, M Thurkle, K Heller, L Parker, N Parker, K Jensen (note member did not partake in voting on the night of AGM)

B Webster read the Shire of Murray Officer's Roles & Responsibilities to all present.

B Webster declared all positions vacant.

Mr Robert Wilson, CBFCO Shire of Murray took the chair to conduct the election of new Office Bearers.

Office Bearers for 2021-22 are

Fire Control Officer	Peter Thurkle	Elected unopposed
Captain	Peter Thurkle	Elected by majority
Lieutenants	Jimmy McInerney Brad Heller Peter Wilkinson Kelly Jensen	All Elected by majority
Secretary	Tamara Jensen	Elected by majority
Treasurer	Lorraine Webster	Elected unopposed
Training Officer	Kelly Jensen	Elected unopposed
Equipment Officer	Amanda Wright	Elected unopposed

The following positions were appointed

Maintenance Officer	Chris Watts
Community Facilitator	Tamara Jensen

Motion: "CBFCO Robert Wilson to destroy AGM voting slips".

**Moved: L Webster
Seconded: R Fairfull
Carried**

Meeting handed to the Captain who requested B Webster to continue chairing.

7. Nomination of Brigade Member to Advisory Committee

Motion: "To nominate Peter Thurkle as the North Dandalup Bush Fire Control Officer to serve on the Bush Fire Advisory Committee (BFAC) until the next Annual General Meeting".

**Moved: M Sach
Seconded: K Jensen
Carried**

8. Nomination of a Fire Permit Officer for the Shire of Murray Fire Break Notice

Motion: "To nominate Peter Thurkle and Lorraine Webster to serve as a Fire Permit Issuing Officer/s until the next Brigade Annual General Meeting".

**Moved: P Wilkinson
Seconded: R Fairfull
Carried**

9. Appointment of cheque signatories

Motion: "That the following financial arrangements are authorized:

- 1. Current cheque signatories (being FCO - Peter Thurkle, Captain - Peter Thurkle, Lieut - Peter Wilkinson and Treasurer - Lorraine Webster to be retained;**
- 2. On-line banking access be afforded to the nominated persons at dot point 1 with a transaction monetary limit of \$5,000 per day".**

**Moved: M Sach
Seconded: K Jensen
Carried**

10. General Business

Next Meeting: AGM TBA April 2022

Meeting Closed: 1950 hrs



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

ANNUAL GENERAL MEETING MINUTES

**Annual General Meeting held on
Tuesday 20th April 2021 commencing at 7.00pm**

1. Official Opening

AGM Meeting opened by Dean McGuinness at 7.03pm

2. Record of Attendance/Apologies

Attendance record sheet distributed and apologies made.

Office Bearers

Captain	Dean McGuinness
FCO/Training Officer	Jim Camplin
1 st Lieutenant	Tim McBride
2 nd Lieutenant	Garry Brehaut
3 rd Lieutenant	Lawrie Caffin
4 th Lieutenant	Roger Camplin
Maintenance Officer	Gordon Newton
Radio 1	Pat Briggs
Radio 2	Ken Argent
Secretary	Sue Daley
Members	Reece Kramer, Che Reghenzani, Michael Spragg, Margaret McBride, Ian Todd, Dave Watts,

Voting Officiator Bluey Wilson

Apologies

Treasurer	Nikki Young
Members	Brian Young, Holly Camplin, Brandon Worthington, Adam Wykstra, Brandon Milewicz-Caffin, Gerard Hutchinson, Mary Jankovic, Kerri McBride, Jamie McBride

3. Confirmation of previous minutes

Previous AGM minutes were done online due to Covid-19 and were not available to review.

Recommendation that the 2020 AGM minutes be confirmed and accepted.

Moved: Tim McBride
Seconded: Dave Watts
Result: CARRIED



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

5. ANNUAL REPORTS

5.1 Captains Report

It's been a bit of up and down this year with big fires up in the north and not too much down our way.

This year we had really strange weather conditions which seem to change at the drop of a hat and Covid-19 restrictions didn't really help the situation either.

We are now in permit time with a burn kicking off last Sunday, this was a week late due to the approaching cyclone thanks to everyone that helped out on the day there is still a lot more to be completed so will let you know when it's all happening.

Thanks to everyone for their efforts over the year and thanks for helping out it makes my role and the Lieutenants roles a lot easier when a plan comes together.

Looking forward to working with you all again next year and having a safe year.

Your Captain
Dean McGuinness

Motion: Captain's Report for 2020/2021 season be accepted

Moved: Pat Briggs

Seconded: Marg McBride

Result: CARRIED

5.2 FCO/Training Officer Report

All the predictions for the fire season to be a bad one turned out to be exaggerated again luckily; because although there were a number of fires that the brigade has attended, they have not been all that big probably due to controlled burning and general public awareness. We continue to have to answer calls to car fires since the local criminals seem to feel it is necessary to destroy evidence.

The heavy rain we experienced last week has cooled the weather down but the ground is still fairly dry and until there are significant follow up rains, and some grass starts to grow, the danger of fires spreading is still a real one. The Restricted Burning Period (Permit Season,) commenced on time on 1st April and continues until 15th May however if there is no more significant rain to get grass growing it could well continue on for at least another couple of weeks beyond 15th May. Crews will still need to be available because the sunny weather we are enjoying at the moment has made the ground dry out again and somebody's controlled burn is going to get out of control for sure.

Permits are issued to restrict the way in which people carry out burning so that hopefully they will be able to keep their own fires under control. One of the stipulations is that they ring DFES comms centre so we don't keep getting called out to false alarms. Permit holders need to have the permit with them so they have to come to me to collect it. This produced a bit of a problem last year as we were supposedly in lockdown for Covid-19. I had to set up a sanitising station on my back veranda and keep social distancing, spraying the area with Glen 20 after each visit.

The Introduction to Fire Fighting and Bush Fire Fighting courses have been amalgamated into an 8-module course with a lot of the repetition taken out and other bits added. We have yet to conduct it in the Shire as a course but it will be conducted this winter in a manner yet to be determined.



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

I would like to thank all our members for the time they have committed to answering fire calls and taking the time to help their community. In particular I would like to congratulate Dean on a job well done as Captain again, Tim for taking over while Dean was indisposed, and all the other office bearers for their input.

Jim Camplin
FCO / Training Officer

Motion: FCO/Training Officer's Report for 2020/2021 season be accepted

Moved: Garry Brehaut

Seconded: Che Reghenzani

Result: CARRIED

5.3 Treasurers Report

Motion: Treasurer's Report for April 2021 be accepted.

Moved: Gordon Newton

Seconded: Jim Camplin

Result: CARRIED



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

5.4 Maintenance Report

- Pull fire boat out to run outboard motor & flush cooling system
- Wash light tanker & command trailer
- Secure drill press to steel cabinet
- Test all 3 AVL,s in 2.4, L/tanker & fire boat.
- Take high season 2.4 back to West Murray & pick up our 2.4 from Murray Engineering

Motion: Maintenance Report for April 2021 be accepted

Moved: Pat Briggs

Seconded: Roger Camplin

Result: CARRIED

6. ELECTION OF OFFICE BEARERS

Position	Nomination	
FIRE CONTROL OFFICER	Jim Camplin	Accepted Nomination
Elected: Jim Camplin	Unopposed	
CAPTAIN	Dean McGuinness	Accepted Nomination
Elected: Dean McGuinness	Unopposed	
LIEUTENANT (1)	Tim McBride	Accepted Nomination
Elected: Tim McBride	Unopposed	
LIEUTENANT (2)	Garry Brehaut	Accepted Nomination
Elected: Garry Brehaut	Unopposed	
LIEUTENANT (3)	Lawrence Caffin	Accepted Nomination
Elected: Lawrie Caffin	Unopposed	
LIEUTENANT (4)	Adam Wykstra	Accepted Nomination
Elected: Adam Wykstra	Unopposed	
RADIO OPERATOR (ST 1)	Pat Briggs	Accepted Nomination
Elected: Pat Briggs	Unopposed	



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

Position	Nomination	
RADIO OPERATOR (ST 2)	Ken Argent	Accepted Nomination
Elected: Ken Argent	Unopposed	

SECRETARY	Sue Daley	Accepted Nomination
Elected: Sue Daley	Unopposed	

TREASURER	Nikki Harrison	Accepted Nomination
Elected: Nikki Young	Unopposed	

PURCHASING OFFICER	Dean McGuinness	Accepted Nomination
Elected: Dean McGuinness	Unopposed	

MAINTENANCE OFFICER	Gordon Newton	Accepted Nomination
Elected: Gordon Newton	Unopposed	

TRAINING OFFICER	Jim Camplin	Accepted Nomination
Elected: Jim Camplin	Unopposed	

It is a requirement at the AGM to nominate the FCO to be the brigade representative on the Bush Fire Advisory Committee (BFAC).

Motion: Nominate Jim Camplin as brigade representative on BFAC

Moved: Unanimous

Result: Motion CARRIED

Congratulations to all the newly elected officers..!!



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

7. AGM BUSINESS

7.1 Monies owed to Canal Shop for food supplied at burns 2020/2021

Moved: Trevor Delaporte
Second: Pat Briggs
Result: Motion CARRIED

Meeting closed at 7.38pm

Next monthly meeting will be held on Tuesday 18th May 2021 @ 7pm



South Yunderup / Ravenswood Volunteer Bush Fire Brigade

Office Bearers for the 2021 / 2022 Fire Season.

Fire Control Officer	Jim Camplin
Training Officer	Jim Camplin
Captain	Dean McGuinness
Lieutenant (1)	Tim McBride
Lieutenant (2)	Gary Brehaut
Lieutenant (3)	Lawrie Caffin
Lieutenant (4)	Adam Wykstra
Treasurer	Nikki Young
Secretary	Sue Daley
Maintenance Officer	Gordon Newton
Purchasing Officer	Dean McGuinness
Radio Operator (1)	Pat Briggs
Radio Operator (2)	Ken Argent

WEST MURRAY VOL. BUSHFIRE BRIGADE

Annual General Meeting - Fire Station

Monday 12th April, 2021 @ 1800 hours

MINUTES

Opened: By A. / Capt. B. bird at 1802 hours and all welcomed

Present:

R. Thompson	D. Sutton	J. Bird
L. Barker	J. Anderson	A. Seaman
Z. Livingston	P. Plant	M. White
H. Hemmings	A. Sadler	A. Taylor
J. Waite	M. Donnelly	C. Slayford
M. Gavranich	K. Leeflang	L. Slayford
A. Lovelock	N. Bradshaw	I. Bennett
W. Donovan	R. Fiori	D. Elliott
T. Port	G. Kalbus	R. Kettle
J. Crotty	C. Fenton	B. Bird
R. Wilson	C. Thompson – Minute taker	

Apologies J. Rowley L. Giles J. Fenton

Apologies with proxy votes: T. Port doing voting for J. Fenton

C. Thompson voting for J. Rowley / L. Giles

Previous AGM minutes 6th April, 2020

Moved: G. Kalbus **second:** R. Kettle

That the minutes be received as a true and correct. **Carried**

Business Arising: Nil

Corres. In: E-mails to secretary re nominations (as per distribution)

Corres. Out: Forwarding of nominations to brigade members.

Previous 2020 AGM minutes

Agenda for 2021 AGM meeting

Moved: M. Gavranich **second:** D. Sutton

That inwards be received and outwards endorsed. **Carried**

Treasurer's Report: Moved: K. Leeflang **second:** P. Plant
That the report be received. **Carried**

Captain's Report: As presented.
Moved: B. Bird **second:** L. Barker
That the Captain's report be accepted. **Carried**

F.C.O.'s Report: As read and presented.
Moved: M. Donnelly **second:** D. Elliott
That the FCO's report be accepted. **Carried**

Chair declared all positions vacant.

Notice of Nominations for consideration 2021 /2022

All nominations have been seconded either on the e-mailed form or by the secretary on the printed copies. Names are in the order/ date received by the secretary.

Please refer to Position / Nominations papers previously e-mailed to all members and as attached.

FCO	Declared elected:	Robert Wilson
Captain	Declared elected:	Brian Bird
1st Lt.	Declared elected:	Gary Kalbus
2nd Lt.	Declared elected:	Dean Sutton
3rd Lt.	Declared elected:	Justin Crotty
4th Lieut.	Declared elected:	Matt Donnelly
Secretary	Declared elected:	Christine Thompson
Treasurer	Declared elected:	Leanne Slayford
Training Officer	Declared elected:	John Waite
Equip./ Main. Off.	Declared elected:	Maddie White
Permit Issuing Off.	Declared elected:	Christine Thompson / Brian Bird
Safety Officer.	Declared elected:	Everyone is responsible
Block Burn Officer	Declared elected:	Gary Kalbus

Soft Drink Officer Declared elected: **Gary Kalbus**
Moved: L. Barker **Second:** R. Thompson
That all voting papers be destroyed. **Carried**

All elected members congratulated.

General Business:

1. BFAC **Moved:** M. White **Second:** A. Lovelock That the
Fire Control Officer represents the brigade on BFAC. **Carried**
2. Training days / times – as is – every 2nd Monday
3. Any catch -up training: Status quo remains
4. Cheque signatories - includes Public Fund a/c: **C. Thompson, B. Bird
and L. Slayford with electronic banking.** **Carried**
5. L. Slayford thanked K. Leeflang for doing the Treasurer's position this
past year.
6. Member's Awards and Officer's Awards – to be decided on after the
meeting.

Any other **AGM** business as deemed by the Chair. - Nil

With no further business the Chair closed at 1845 hours.

**PLEASE NOTE: After the AGM there was a general discussion re the voting
requirements for the year 2022/2023.**

West Murray VFB Captains report 2020-2021

Welcome All,

I would like to thank you all for your support since taking over the position in October 2020. I take a lot of pride in being your Captain.

Special thanks to Gary Kalbus as he has been my eyes on the ground at fires due to me having 2 hand operations during this time and being unavailable to go to callouts. Gary and myself often catch up to discuss areas to improve. This is why at training you would have noticed a change to the delivery and topics as we evolve the training on your needs and skills.

Since my appointment as acting Captain we have reintroduced executive meetings, this is designed to allow all brigade members to bring up issues/ concerns they have to be discussed for feedback to be given to the members. The feedback I have received from the meeting has been positive. By having these meetings, the Lieutenant now play an important role to bring issues/ concerns from the members to the meeting.

During the last 12 months you members have been great in a number of areas.

- Training, attendance has been at the highest level for some time. Still have room to improve as a number of members still not attending training for several months. This effects crews when turning out as not sure of crew members experience and skills.
- Callouts, the West Murray brigade has been very active in attending all fire within the Murray shire with full crews in all vehicles. The new callout procedure has been the biggest complaint I have received for the Brigade as not all brigades are using it as agreed. This will need to be addressed before the next season. Reminder could you please send Chris a message when all vehicles back on station.
- We have also had 3 separate crews released for deployment with positive feedback being a credit to the members.
- Adapting to changes using the Bart system has been a credit to you all and special thanks to Matt Donnelly for persisting with setting up the system, this has not been easy.
- A positive sign that we are moving in the right direction is the number of members wanting to join the leadership group, for many years we lacked in this area. For those that have put your names forward this is great news for the brigade in the coming years. We just need to support you in building your skills to achieve your goals.

Looking forward to working and supporting you all over the next year.

Just Rember why you all joined a volunteer organisation.

To help the community, work in a team, have fun learning and using the skills gained.

Thanks Brian Bird

Acting West Murray VFB Captain.

From: chris.t1@bigpond.com on behalf of WMVBFB_Admin@murrayes.wa.gov.au
To: chris.t1@bigpond.com
Subject: FW: West Murray FCO's Report
Date: Sunday, 18 April 2021 12:06:43 PM

'afternoon all,
FYI – FCO's report for West Murray.
Chris.t

From: Robert Wilson <backburner61@yahoo.com.au>
Sent: Wednesday, 14 April 2021 11:39 PM
To: Chris Thompson <chris.t1@bigpond.com>
Subject: West Murray FCO's Report

West Murray FCO's Report

Well it's been a very quiet time at West Murray in regards to fire call with only seventy recorded so far.

COVID 19 had a big effect on the brigade at the beginning of the year causing fewer people turning up for training but that was expected at all brigades.


This year we sent crews out on deployment to help with fires in other districts, to all those that made themselves available I thank you very much. Those deployments came with there own dramas such as crews waiting around for task forces to arrive, crews being advised of them going only to get a call from myself tens minutes later stated its been cancelled and crews staying in motels where people with minor COVID symptoms are staying. I'm pleased to advise that these issues have been addressed with DFES and in there words "it won't happen next year Bluey". Things within the Shire and DFES are changing as they always do so please pay attention to what's happening with the brigades and with future deployments.

When you are going out to fire calls please be mindful of what you say to the person if they are burning off as the wrong thing said to a person makes it very hard for myself and the rangers to infringe them. If in doubt at the time give me a call as my phone is on 24/7. Could you also please ensure the incident report in the book and on the forms has the correct information on it. One reason for everything being done correctly is that when we infringe people we go by the ISRs reports, ie correct addresses.

Please ensure when voting you vote for the person that can do the job and not a friend.,

Thanks everyone for all your help.
Cheers Bluey

•

Cheers Bluey Wilson
C.B.F.C.O Shire of Murray
 0417916468

From: [Robert Wilson](#)
To: [Emergency Services](#)
Subject: BFAC Nomination
Date: Tuesday, 18 May 2021 2:30:20 PM

Please accept this as my nomination for the position of Chief Bushfire Control Officer in the Shire of Murray for the next twelve months.

Cheers Bluey Wilson
C.B.F.C.O Shire of Murray
0417916468

Rob Marlborough

From: James Camplin <junglejim@westnet.com.au>
Sent: Sunday, 23 May 2021 4:48 PM
To: Gavin Stevens - CESC
Cc: Rob Marlborough

Greetings

As this is the first formal notification I have received concerning the BFAC on 26th May I would like to formally nominate for the following positions;

Shire Training Coordinator
Fire Weather Officer

- Both positions I have held for a number of years.

Regards

James Camplin

LG501

BUSH FIRES ACT 1954

Shire of Murray

**FIREBREAK NOTICE—BURNING OF GARDEN REFUSE—
CAMP AND COOKING FIRES**

Notice is hereby given to all owners and/or occupiers of land within the Shire of Murray that Council pursuant to the powers conferred in Section 33(1), 25(1a) and 24G(2) of the *Bush Fires Act 1954* approved the following requirements at its Ordinary Council Meeting on 25 June 2020 to prevent the outbreak, spread or extension of a bush fire within the district and deal with other fire related preparedness and prevention matters.

Pursuant to Section 33 of the *Bush Fires Act 1954*, all owners and/or occupiers of land are required to carry out fire prevention work in accordance with the requisitions of this Notice on or before 30 November each calendar year or within fourteen days of the date of becoming the owner or occupier of the land, should this be after 30 November. All work specified in this Notice is to be maintained up to and including 30 April the following calendar year.

Definitions

For the purpose of this Notice the following definitions apply—

Authorised Officer—an employee of the Shire of Murray appointed as a Bush Fire Control Officer.

Bushfire Management Plan—a plan that has been developed and approved by the Shire of Murray to reduce and mitigate fire hazards within a particular subdivision, lot or other area of land anywhere in the district.

Driveway—means the point of access (driveway) to a habitable building that is accessible for both conventional two wheel drive vehicles and firefighting appliances that is totally clear of all vegetation, trees, bushes, shrubs and other objects or things encroaching into the vertical axis of the driveway. If a driveway to a habitable building is longer than 50 metres in length from a public road, a clear turn around area with a 10 metre radius is to be provided.

Firebreak—an area of ground, of a prescribed width, constructed to a trafficable surface that is kept and maintained totally clear of all flammable material and includes the pruning and removal of any living or dead trees, scrub or any other material encroaching into the vertical axis of the firebreak area.

Fire Management Plan—the same as ‘Bushfire Management Plan’.

Fuel Depot/Storage Area—an area of land, a building or structure where fuel (i.e. petrol, diesel, kerosene, liquid gas or any other fossil fuel) is kept in any container or other manner.

Flammable Material—any plant, tree, grass, vegetable, substance, object, thing or material (except living flora including live standing trees) that may or is likely to catch fire and burn or any other thing deemed by an Authorised Officer to be capable of combustion.

Habitable Building—a dwelling, work place, place of gathering or assembly and includes a building used for storage or display of goods or produce for sale by wholesale in accordance with classes 1-9 of the Building Code of Australia.

The term habitable building includes attached and adjacent structures like garages, carports, verandahs or similar roofed structure(s) that are attached to, or within 6 metres of the dwelling or primary building.

Haystack—any collection of hay including fodder rolls placed or stacked together that exceeds 100 cubic metres in size (e.g. 5m x 5m x 4m), whether in a shed, other structure or in the open air.

Hills Landscape Protection Land—land zoned or defined in the Local Planning Scheme or Rate database as Hills Landscape Protection Land.

Plantations—any area of planted pines, eucalypt, hardwood or softwood trees exceeding 3 hectares in area.

Size—the size of an individual parcel or lot of land as recorded in the Shire of Murray property Rates Register or land database.

1 hectare = 10,000m² = 2.47 acres

1 acre = 4,046.86m² = 0.4046 hectare

Trafficable—to be able to travel from one point to another in a 4x4 fire appliance on a clear surface, unhindered without any obstruction that may endanger resources. A firebreak is not to terminate in a dead end without provision for egress to a safe place or a cleared turn around area of 17.5 metre radius.

Vertical Axis—a continuous vertical uninterrupted line at a right angle to the horizontal line of the firebreak to a minimum height of 4.5 metres from the ground.

Zoning—the land zoning description as recorded in the Shire of Murray property Rate database.

Fire Prevention Requirements

1. Rural Zoned Land—10 Hectares or Greater

- a. A 3 metre wide firebreak is to be constructed and maintained as close as practicable, but within 50 metres of the boundaries of the land, where the land abuts all made roads or railway reserves, Crown land which is the responsibility of a State Agency, held in leasehold by a third party or otherwise unmanaged or a plantation.

- b. If the rural zoned land abuts or adjoins any other type of zoned land a 3 metre wide firebreak is to be constructed and maintained along that portion of the rural land that abuts the other zoned land and the firebreak/s are to be located immediately, where practical inside the boundary of the rural land where it abuts the above mentioned land.
- c. A 3 metre wide firebreak is to be constructed and maintained immediately surrounding all outbuildings, sheds, haystacks, groups of buildings and fuel depots/storage areas situated on the land.
- d. All flammable material within 20 metres of a habitable building is to be reduced and maintained to a height of less than 5 centimetres.
- e. A 3 metre wide driveway to be installed and maintained.

2. Special Rural, Special Residential, All Special Use, Farmlet, Hills Landscape Protection Land, Rural Townsite and Rural Zoned Land less than 10 Hectares

- a. Where the area of land in this zoning category is 10,000m² or less in size all flammable material on the entire property is to be reduced and maintained to a height of less than 5 centimetres.
- b. Where the area of land in this zoning category is between 10,001m² and 25,000m² in size all flammable material on the entire property is to be reduced and maintained to a height of less than 5 centimetres. Alternatively a firebreak is to be installed and maintained in accordance with clause 2(c).
- c. Where the area of land in this zoning category is 25,001m² or more in size, a 3 metre wide firebreak is to be installed and maintained immediately—
 - (i) inside all external boundaries of the land; and
 - (ii) around all outbuildings, sheds, haystacks, groups of buildings and fuel depots/storage areas situated on the land; and
 - (iii) all flammable material within 20 metres of a habitable building is to be reduced and maintained to a height of less than 5 centimetres.
- d. If land within this zoning category adjoins any of the land described in Clause 3, all flammable material shall be reduced and maintained to a height of less than 5 centimetres for a distance of 20 metres immediately inside the installed and maintained firebreak.
- e. All land within this zoning category, irrespective of size requires a 3 metre wide driveway to be installed and maintained.

Exception: Where there is green maintained and reticulated lawn, inclusive of any living trees, shrubs or plants immediately adjacent to an external boundary of any land within this zoning category, a firebreak is not required to be installed or maintained, immediately inside that particular land boundary.

3. Residential, Residential Development, Special Development, Industry and all Other Zoned Land Not Specified

- a. Where the area of land in this zoning category is 4,000m² or less, all flammable material on the entire property shall be reduced and maintained to a height of less than 5 centimetres.
- b. Where the area of land in this zoning category is more than 4,001m² in size, a 3 metre wide firebreak shall be installed and maintained immediately inside all external boundaries of the land and also immediately surrounding all buildings situated on the land.
- c. A 3 metre wide driveway to be installed and maintained.

4. Plantations

- a. 'Boundary Firebreaks'—all property boundaries must have a 15 metre firebreak installed. The outer 10 metres will be cleared of all flammable material while the inner 5 metres (i.e. that portion closest to the trees) may be kept in a reduced fuel state by slashing or grazing grass to a height of less than 5 centimetres. This includes the trimming back of all overhanging limbs, bushes, shrubs and any other object encroaching into the vertical axis above outer 10 metres of the firebreak area.
- b. 'Internal Firebreaks'—plantation area must be subdivided into areas not greater than 30 hectares, separated by 6 metre wide firebreaks. This includes the trimming back of all overhanging limbs, bushes, shrubs and any other object encroaching into the vertical axis of the firebreak area.
- c. 'Special Risks'—
 - (i) Public roads and railway reserves firebreaks 15 metres wide shall be maintained where the planted area adjoins public roads and railway reserves.
The specification will be as for 'boundary firebreaks' on planted areas
 - (ii) Firebreaks shall be provided along power lines where they pass through or lie adjacent to planted areas. The specification of the width and the height of clearing shall be in accordance with Western Power specifications
- d. Furthermore all plantations shall comply with requirements contained in the Department of Fire and Emergency Services (DFES) guidelines or standards for Plantation Fire Protection.

5. Storage of Cut or Stockpiled Timber Products

On all land in the district except land specified as industrial, non rateable or reserve land the owner or occupier of the land shall not keep or permit to be kept any cut, stockpiled or windrowed timber

products (manufactured or natural) unless the material is in piles of less than 15 metres long, 5 metres wide and 3 metres high. Every pile of cut, stockpiled or windrowed timber product larger than 12 cubic metres is to be completely surrounded by a 10 metre wide firebreak.

6. Variations

If it is considered to be impractical for any reason to clear firebreaks or establish other arrangements as required by this Notice, the owner and/or occupier of land in the district may apply for a variation by contacting the appropriate area Fire Control Officer prior to 14 November each calendar year to arrange an onsite inspection to discuss alternate methods of fire prevention. Variations may be approved by the Shire of Murray for a 1, 3 or 5 year period, subject to the owner and/or occupier of the land remaining the same. If a request to vary this Notice is not approved, the requirements of this Notice apply.

7. Bushfire Management Plans

Where a Bushfire Management Plan (BMP) exists for a specified area or property as required by the Local Planning Scheme or subdivision approval or for an individual or group of properties, compliance with all requirements of the BMP are required in addition to any further requirements within this Notice.

8. Special Works Order

The requirements of this Notice are considered to be the minimum requirement for fire prevention work not only to protect individual properties but the district generally.

A separate Special Works Order may be issued to individual landowners pursuant to Section 33 of the *Bush Fires Act 1954* to carry out further hazard removal and/or reduction work with respect to anything upon the land, where in the opinion of an Authorised Officer it is likely to be conducive to the outbreak and/or the extension of a bushfire.

9. Dates to Remember

Restricted Burning Time—1 October to 30 November each year (inclusive) and 1 April to 15 May each year (inclusive, and as varied pursuant to Section 18 of the *Bush Fires Act 1954*).

Prohibited Burning Time—1 December to 31 March each year (inclusive, and as varied pursuant to Section 17 of the *Bush Fires Act 1954*).

The above dates are subject to variation and any alterations will be published in a local newspaper circulating within the district.

10. Camp or Cooking Fires (s.25(1a) *Bush Fires Act 1954*)

The lighting of camp or cooking fires is prohibited on all land within the Shire of Murray during the Prohibited Burning Time. This prohibition does not apply to a gas appliance which does not consume solid fuel comprising of a fire, the flame of which is encapsulated by the appliance.

11. Burning of Garden Refuse and Rubbish (s.24G *Bush Fires Act 1954*)

The burning of garden refuse or rubbish is prohibited on all land under 4,000m² in size during the Limited Burning Time that would otherwise be permitted under Section 24F.

For the purposes of this Clause 'Limited Burning Time' means 1 October each calendar year through until 15 May the following calendar year (inclusive, and as varied pursuant to Sections 17 and 18 of the *Bush Fires Act 1954*).

On land larger than 4,001m² the burning of garden waste and rubbish that would otherwise be permitted under Section 24F is prohibited absolutely during the Prohibited Burning Time.

The effect of this clause is that the burning of garden refuse or rubbish in an incinerator or on the ground on land that is 4,000m² or less in size is prohibited during the Limited Burning Time and the burning of garden refuse or rubbish in an incinerator or on the ground is prohibited on all land within the district during the Prohibited Burning Time.

In addition to the above restrictions, garden refuse burnt on the ground is burnt in accordance with this clause if—

- a. there is no flammable material (other than that being burnt) within 5 metres of the fire at any time while the fire is burning;
- b. the fire is lit between 6:00pm and 11:00pm and is completely extinguished before midnight on the same day;
- c. at least one person is present at the site of the fire at all times until it is completely extinguished;
- d. one pile (up to one cubic metre in size) can only be burnt at a time;
- e. when the fire is no longer required, the person ensures that the fire is completely extinguished by the application of water or earth; and,
- f. the person intending to light the fire must telephone the Department of Fire and Emergency Services Communications Centre (COMCEN) immediately prior to igniting, on 9395 9209 or 1800 198 140.

but excluding any time when there is in force a fire danger forecast issued for that part of the district by the Bureau of Meteorology in Perth of 'catastrophic', 'extreme', 'severe' or 'very high', or a Total Fire Ban (TFB), or any other prohibition is in effect under the *Bush Fires Act 1954*.

The *Shire of Murray Health Local Law 2018* further restricts and or prohibits burning of rubbish of refuse on land in the district.

12. Penalties

The penalty for failing to comply with this Notice is a fine not exceeding \$5,000. A person in default is also liable whether prosecuted or not to pay the costs of performing the work directed by this Notice if it is not carried out by the owner and/or occupier by the date required by this Notice.

The notice previously published in the *Government Gazette* on 19 July 2016 (No. 129), LG501, pages 2963 to 2966 is hereby revoked.

LG502

BUSH FIRES ACT 1954

Shire of Waroona

FIREBREAK NOTICE—BURNING OF GARDEN REFUSE— CAMP AND COOKING FIRES

Notice is hereby given to all owners and/or occupiers of land within the Shire of Waroona that the Council pursuant to the powers conferred in Section 33(1), 25(1a) and 24G(2) of the *Bush Fires Act 1954* approved the following requirements at its Ordinary Council Meeting on 23 June 2020 to prevent the outbreak or spread or extension of a bush fire within the district and deal with other fire related preparedness and prevention matters.

Pursuant to Section 33 of the *Bush Fires Act 1954*, all owners and/or occupiers of land are required to carry out fire prevention work in accordance with the requisitions of this Notice on or before 30 November each calendar year or within fourteen days of the date of becoming the owner or occupier of the land, should this be after 30 November. All work specified in this Notice is to be maintained up to and including 30 April the following calendar year

Definitions

For the purpose of this Notice the following definitions apply—

“**Authorised Officer**” means a person authorised by the Shire of Waroona and appointed as a Bush Fire Control Officer.

“**Bushfire Management Plan**” means a plan that has been developed and approved by the Shire of Waroona to reduce and mitigate fire hazards within a particular subdivision, lot or other area of land anywhere in the district.

“**Driveway**” means the point of access (driveway) to a habitable building that is accessible for both conventional two wheel drive vehicles and firefighting appliances that is totally clear of all vegetation, trees, bushes, shrubs and other objects or things encroaching into the vertical clearance of the driveway. If a driveway to a habitable building is longer than 50 metres in length from a public road, a clear turn around area with a 10 metre radius is to be provided.

“**Firebreak**” means a strip of land that has been cleared of all trees, bushes, grasses and any other object or thing or flammable vegetation material to a trafficable surface leaving clear bare mineral earth. This includes the trimming back and removal of all overhanging trees, bushes, shrubs and any other object or thing over the vertical clearance of the fire break area. Firebreaks constructed on road verges do not constitute a legal firebreak.

“**Fire Management Plan**” has the same meaning as “*bushfire management plan*”.

“**Fuel Depot/Storage Area**” means an area of land, a building or structure where fuel (i.e. petrol, diesel, kerosene, liquid gas or any other fossil fuel) is kept in any container or other manner in commercial quantities.

“**Flammable Material**” means any plant, tree, grass, vegetable, substance, object, thing or material (except living flora including live standing trees) that may or is likely to catch fire and burn or any other item deemed by an authorised officer to be capable of combustion.

“**Habitable Building**” means a dwelling, work place, place of gathering or assembly and includes a building used for storage or display of goods or produce for sale by wholesale in accordance with classes 1-9 of the Building Code of Australia.

The term habitable building includes attached and adjacent structures like garages, carports, verandahs or similar roofed structure(s) that are attached to, or within 6 metres of the dwelling or primary building.

“**Outbuilding**” means any structure, shed, building, storage facility or structure or alike built for any purpose outside of the definition of the “habitable structure” definition.

“**Haystack**” means any collection of hay including fodder rolls placed or stacked together that exceeds 100 cubic metres in size (e.g. 5m x 5m x 4m), whether in a shed, other structure or in the open air.

“**Plantations**” means any area of planted pines, eucalypt, hardwood or softwood trees exceeding 3 hectares in area.

“**Shed**” has the same meaning as outbuilding.

“**Size**” means a size of an individual parcel or lot of land as recorded in the Shire of Waroona property Rates Register or land database.

1 hectare = 10,000m² = 2.47 acres

1 acre = 4,046.86m² = 0.4046 hectare

From: [Robert Wilson](#)
To: [Chantelle Goff](#)
Subject: Chiefs Report 2020/21
Date: Wednesday, 26 May 2021 3:46:07 PM

Chiefs Report 2020/21

Well here we are again.

As far as the fire season went it was rather a quiet one in the shire which isn't a bad thing at times. We had the usual incidents that were an all brigade turn out but nothing that required out of area assistance. We assisted other shires with crews going to Red Gully and Wooroloo, spending up to five days away. To those crews that went away I thank you for commitment in helping others and to the crews that stayed behind and looked after this shire I thank you as well.

It's been good to see crews from different brigades working well with each other and getting in an helping with some of the top end stuff at fires. Keep up the good work everyone.

To all the cadets out there and I know there are quite a few of you in this shire keep up the great work. I haven't been able to get out and see you all yet but that doesn't mean I'm not following what you are doing (Facebook is a great tool). You young people are the future fire fighters and we all encourage you to do your best.

As you all are aware training has taken a new turn with the courses now coming out of the BFoC. I urge everyone to bear with us as we work through the delivery of these courses because it's a totally new ball game for all the trainers and assessor's.

All in all it's been a good year for us but if I had to pick one negative thing for the year it would be the amount of damage that has occurred on our fire trucks and the high season vehicles. We do expect a bit of damage over the year but not as much as we saw. When attending fires drivers are required to evaluate whether they need to be in there, and can the vehicle get in and out of that position safely. Bottom line is guys take a bit more care with the vehicle's at the end of the day you need them for your safe survival.

Thanks to the shire staff, Rob, Ron, Chantelle, Sam and all the rangers for your assistance over the year and you can guarantee I will be seeking it again this year.

To Robbie and the depot crews thanks heaps. To DFES staff south west thanks, thanks also to Brett for your assistance and dare I say it, it has definitely been one of our better years. Gavin as always thank you and I look forward to working with you in the future.

To my deputy of the last few years and friend Ben I thank you for all your work, I'm going to miss your sense of humour at calls and late night phone calls. I wish you and your family all the best for your future endeavours, take care mate.

And finally to all you wonderful fire fighters in the shire of Murray I take my hat of to you one and all, keep up the tremendous job your doing, stay safe and thanks.

Robert "Bluey" Wilson
CBFCO Shire of Murray

Cheers Bluey Wilson
C.B.F.C.O Shire of Murray
0417916468

SHIRE TRAINING COORDINATOR

Report to BFAC 26th May 2021

Formal training conducted by the senior trainers, was curtailed for a period of time due to the Emergency Situation caused by Covid 19. The first round of Introduction to Fire Fighting and Bush Fire Fighting, formal courses for new prospective fire fighters, was interrupted for several months half way through completion and was not completed until restrictions were eased and formal training could recommence.

Two more rounds of the basic courses were held in quick succession to train the backlog of new members to the brigades. In total over 40 new members completed the courses.

Introduction to Fire Fighting and Bushfire Fighting have now been discontinued by DFES and replaced with an eight module course, which is designed to be conducted either continuously over a period of probably two weekends or module by module over several weeks. The modules vary in the length of time each takes to deliver ranging from 3 ½ hours to 85 minutes depending on the complexity of the module and the amount of practical learning involved.

We are yet to conduct the modular course within the Shire but that will occur now that the fire season has finished. There is also some Gap Training to be conducted to complete the gap between the new courses and the old, mainly involving the use of ropes and ladders and the Automated Vehicle Locators.

There are a number of trainers within the Shire that have completed the DFES Workplace Trainer course. The aim now is to get them involved with delivering the modules to ease the workload from the few who have conducted the bulk of the training in the past, bearing in mind that we will have to watch that quality of training does not slip.

All in all it will be an interesting year.

Jim Camplin
Shire Training Coordinator.

Community Emergency Services Co-ordinator Murray & Waroona BFAC Report

26th May 2021

Operationally it has been a less active season locally, below are some of the key tasks the CESC role has been involved with:

- All “High Season” Appliances have been returned and after our Autumn burn program has run our maintenance and repair work comes online for fire appliances
- Emergency Water Supplies through the state government grant for Preston Beach and Dwellingup are ready to go when building permits are approved and hopefully will see them completed by the end of June 2021.
- SES Crews have had deployments to Geraldton and surrounds for Tropical Cyclone Seroja & Odette.
- Training is under way for the year with Fire Control Officer and First Aid Courses amongst a few run locally. There are a range of other courses over May – Sept that will run on stations or at the Bushfire Centre of Excellence.
- Operations wise it has been relatively quiet in Murray and Waroona for this time of year with only a handful of significant incidents all of which stayed below Level 1 and while they had potential to escalate due to good work of crews remained minor.
- Enhanced Covid cleaning processes still in place and just before lockdown supplies were refreshed. The Shire have a good supply of masks for the brigades and supplies were distributed. We continue to monitor the health advice and respond to directions.
- During my secondment I put in the Local Government Grant Scheme for both shires. This included some building upgrades and increase in operating costs to cover respiratory protection and training of members. We will find the outcome of that application in the next 6-8 weeks
- Additional projects I have been working on are combined Murray Waroona Bushfire Brigade rules, SW Trainers Workshop 15 May, Online permit investigation, Digital content review (post some digital content training through Open Cities. Also included is meetings with Chief and Training Co-ordinator to look at roll out of new modules.
- 1st Feb till 12th April I was in another role thank you to Ron the Manager Ranger Emergency Services who took care of brigades across the shires. I would also like to thank Ron for all of his work bringing together the Murray Waroona LEMC, the CESM program and wish him well for his future endeavours at the City of Armadale.

Some key celebrations in the last 12 months include;

- The new West Murray 3.4U arriving
- Opening the new Waroona West BFB Station
- Finalising the IT and internet rollouts
- Running the first combined shires training planning team meeting and setting up a 2021 training calendar -
- Putting together and running both pre-season briefings
- LGGs Applications, Acquittals, Tank Grants and overspends approved
- Setting up the BFB Leadership Meeting structures; BLT → Ops Com → BFAC
- Booked Pre-season briefing (Ops Com group to run) & Awards function – 4th Sept 2021

Key current project; **Brigade Rules Document;**

- **Currently:** There are variety of documents housing in different locations in varying need of update or review. Throughout this whole process these documents *will stay in place and are current*. With the addition of many newer officers, a new CESC, resource sharing and age of current documents the need was acutely felt. To ensure a clear, comprehensive document it was decided to constructed an new one rather than updating outdated formats.
- **Aim:** The aim or purpose of this process is several fold;
 - Give our brigades the confidence and ‘peace of mind’ to do business while complying to WHS Legislation and other key documents

- To make our processes simple and clear to everyone by having 1 (one) single document containing all items needed.
- Remove confusion and allow for easy updates (currency).
- **Scope:** Wide ranging to include structures and processes for brigade operation, position descriptions of roles, grievance processes, BFAC and Leadership meeting processes, LGGS information, vehicle servicing, communication protocols, training standards and other items to make document comprehensive.
- **Timelines:** The process to achieve this is as below;
 - By end of Oct 2021 CESC is compile a draft and review with Managers
 - Next 3 months Ops Com group to review, edit, change
 - Early 2022 copies distributed to brigades and feedback processes established
 - April / May 2022 final copy sent out and placed on SharePoint for all to access.
 - Ops Com revisit document regularly to make updates

Finally with a less active operational season locally I would like to acknowledge everyone for their willingness and support to attend deployments and your patience while the CESC role was vacant. Thank you to Bluey, for all your assistance and dedication to your role as Chief. Thank you to the FCO's (Ben, Doug, Peter, Jim and Kevin) and also to the staff at both shires and the SW Regional Office. Thank you to Ron, Rob and Brett for your support as I have transitioned into the role. Finally I would like to thank Chantelle and Sam for their tireless work and follow up with orders and processes and for all their work in equipping brigades

Thank you,

Gavin Stevens

From: [Douglas McLarty](#)
To:
Cc:
Subject: Coolup Fire Control Officers Report - BFAC 26 May 2021
Date:

The year for our members got off to the most horrific start imaginable with the tragic passing of one of our junior members, Harrison Kirkham. To compound this our brigade was the first responders to the incident. Our members conducted themselves with absolute distinction and compassion. Harrison will be very sorely missed, but his cheeky likeable personality will never be forgotten. As a result of this incident membership and community welfare continues to be of paramount importance, the support and leadership displayed by Gavin and Bluey have been exceptional and I can't thank them enough for this.

Membership is strong and resolute and I believe we have turned out to every incident allocated to us. We also had members join a taskforce and go to Bullsbrook, the usual frustrations occurred, but they were very happy to help.

Cadet numbers are strong, with several cadets progressing through their Duke of Edinburgh award.

There have been several office bearer changes following our AGM. Stuart Kirkham has stepped aside from captain for while and we sincerely thank him for his efforts. He is replaced by David Vuletic. Our secretary has changed from Justyn Bennett to Ange Rogers. There has been movement amongst the lieutenants do please take the time to refresh yourselves with these. Lance Pltter has stepped down as a permit officer after 15 odd years, I thank him very much for what he has done, it's not an easy job.

Finally a huge thank you to Gavin for all that he does, he is by far the best CESM we've had where nothing is too hard.

Douglas McLarty
Coolup Fire Control Officer

From: [Ben Armstrong](#)
To: dwellingsupbfsecretary@gmail.com; [Chantelle Goff](#)
Subject: DWP BFCO Report and DCBFCO BFAC Report 2020/21 Fire Season
Date: Thursday, 29 April 2021 2:58:31 PM
Importance: High

Hi Renae and Chantelle , please see below points in relation to my report to be submitted as required

It's been yet again another trying fire season, COVID19 is adding extra pressure on us as a response team, thanks to all the crews for doing their part

Would like to thank Ron for his leadership and commitment to the Murray shire and wish him all the best with his new adventure

To all of our awesome volunteers, thanks for yet again doing your best on the fire ground in sometimes challenging conditions

- The brigade calendars were an awesome success and look forward to re-doing them again, thanks to those involved (might have to change it up)
- once again, the brigade managed to get in hazard reductions burns without any issues, this is an awesome result as it offers manageable land and protection to the greater community
- Tank grant achieved providing the brigade with more usable fire suppression water, the Shire is awaiting internal approval as of this meeting for works to proceed, thanks Renae and team for a great effort with this grant
- engagement with the new management at the Forrest heritage building in relation to hazard reduction opportunities to commence
- Hi season appliance once again was handy to have as the role of the DCBFCO
- Discussion with brigade in regards to internal development of officers and progression of members, we need to have progression and let others step up before we burn ourselves out
- Staff changes within the shire - as discussed
- DFES mitigation team engaging with brigade in relation to hazard reduction burns and with brigade involvement
- New document development and policy changes to come - As discussed

Thanks, and Kind regards

Ben Armstrong
Shire of Murray DCBFCO
0429 777 500



NORTH DANDALUP VOLUNTEER BUSH FIRE BRIGADE FIRE CONTROL OFFICER Report 2021

First and foremost, Thanks to our brigade members for their support, diligence, and professionalism during this last twelve months.

Thank You all volunteers from Shire of Murray brigades for your service and attendance to emergency services incidents local and out of area response show commitment and dedication.

The year has had some ups and downs at brigade level, and I believe we must look forward to developing futures and succession planning.

- The brigade is aware of some damage to unit's, but all have been sustained during incident operations,
- A clear reminder is "Do you have to go there." All damage is in process of repair.
- The brigade has now been provided a Hydrant at the oval tank for purpose of unit refill and training, it has been observed that this hydrant best services Light Tankers and the heavy duties are better served at the pump station opposite the primary school.
- Training qualifications have been achieved by near all our members; I believe we have three still to do first of the new products which have been delivered to trainers the other weekend at Bushfire Centre of excellence.
- The brigade has been chasing and been applying for grants this year to achieve some aids for Community Awareness Officer, plus alterations or additions storage and useful equipment outside LGGS and have done well thanks must go to all members concerned job well done.
- Residents have been very compliant and discussed their prevention burning inclusive of roadside burning approvals.
- Our 20/21 burn program was delayed but we achieved some private requests extremely late in restricted season.
- Preventative burn planning has moved forward slowly but is progressing, we have four burns planned and will need assistance on most, will put requests to brigades around July /August.
-

I would personally thank the shire's staff ,Rob, Ron, Gavin, Chantelle, Sam plus Rangers all, for their support and guidance over the last twelve months has been a long road for all concerned.

I would also like to thank Bluey for your assistance during this period.

Peter Thurkle A.F.S.M.
North Dandalup Bushfire Brigade
FCO/Captain 042 788 2201

SOUTH YUNDERUP RAVENSWOOD BUSHFIRE BRIGADE

FCO report to BFAC 26th May 2021

The Brigade has had an active year and attended a number of incidents ranging from small grass fires on the side of the road, quickly extinguished, to assisting other brigades at larger incidents. In addition we have conducted several burn offs including a series of burns on vacant blocks in the middle of South Yunderup. There are several controlled burns needed every year within the brigade area, not all of which can be completed in a timely manner due to weather or manpower restrictions. As with many brigades we have a large FIFO base and the different shifts don't always line up.

To assist with manning the brigade continues to make up an availability list of fire fighters every week which gives the officers and radio operators an idea of who is around for the week and who is away, saving valuable time looking for crews when there is an incident.

The fire boat had an easy time this year and only went out on training runs. However we know that that can change especially with the islands posing a constant threat. We were able to do minimal protective burning this spring so vegetation growth is becoming an issue on the islands again. The boat is maintained in good condition and ready to go at any time.

The Command Trailer has undergone a refurbishment over the last two seasons, and that was completed recently. The old flood lights were replaced with LED lights and the generator replaced with one with the capacity to power a small town. Bits have been added to the trailer itself in the form of slide out drawers and lockers to the extent that brakes had to be added as well to deal with the extra weight. It comes with a trained crew of auxiliary members who assemble it at an incident and pack it up afterwards. It has come a long way from the refreshment trailer it used to be.

The Brigade has a core of long serving members who stay around every year and sometimes even take on an officer role. Dean McGuinness has been captain for several years now and the McBrides are always there to back him. Having said that a number of newer members are increasingly taking on responsibility so we are gaining a strong base. I still don't have a permit issuing officer but there is hope there yet.

Jim Camplin

FCO South Yunderup Ravenswood BFB

Provision of Contract Ranger, Emergency Management and Administration Services

Shire of Murray

Shire of Waroona

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Details

Parties

Name: Shire of Murray
Short form name: SoM

Notice details: Address: 1915 Pinjarra Road, Pinjarra WA 6208
Postal: PO Box 21, Pinjarra WA 6208
Facsimile: (08) 9531 1981
Email: mailbag@murray.wa.gov.au
Attention: Chief Executive Officer

Name: Shire of Waroona
Short form name: SoW

Notice details: Address: 52 Hesse Street, Waroona WA 6215
Postal: PO Box 20 WAROONA WA 6215
Facsimile: (08) 9733 1883
Email: warshire@waroona.wa.gov.au
Attention: Chief Executive Officer

Background

- A. The SoM and the SoW are local governments for the purposes of section 2.5 of the *Local Government Act 1995*.
- B. The SoW wishes to engage the SoM to provide Ranger, Emergency Management and Administration Services within the District.
- C. The SoM has agreed to provide Ranger, Emergency Management and Administration Services within the District.
- D. The SoM and the SoW have agreed to enter into this Contract to record the terms and conditions on which the SoM will be engaged by the SoW to provide the Ranger, Emergency Management and Administration Services within the District.
- E. The SoM and the SoW agree for the purposes of law that the employees of the SoM undertaking the Ranger, Emergency Management and Administration Services, inclusive of the Manager Ranger and Emergency Services and the Manager Governance, are deemed to be employees of the SoW to specifically enable necessary functions to be delegated to achieve the Services, and not otherwise, as determined from time to time by the SoW CEO.
- F. This Contract does not affect –
 - (i) the functions and operation of the jointly funded Community Emergency Service Coordinator, which is managed under a separate Memorandum of Understanding and Business Plan between the SoM, the SoW and the Department of Fire and Emergency Services; or

- (ii) the functions and operation of the Bushfire Risk Management Planning project undertaken by the SoM Bushfire Risk Planning Coordinator within the Shires of Murray, Waroona and Harvey which is exclusively grant funded by the Department of Fire and Emergency Services.

Objective

The objective of this contact is for the SoM to provide Ranger Services, Administration Services, Emergency Management Services (Services) within the District to ensure the provision of comprehensive, pro-active Ranger Services, effective Administration support and functioning Emergency Management activities for Emergency Events.

Agreed terms

1. Defined Terms and Interpretation

1.1 Defined Terms

In this document:

Administration Services means –

- a) under the direction of the SoM Manger Governance, the SoM Manager Ranger and Emergency Services, or his delegate, as determined by the SoM CEO –
- providing day to day supervision of Rangers to ensure the consistent enforcement of the Laws to achieve the Services;
 - developing and reviewing procedures, management practices and guidelines to support Ranger Services;
 - mentoring and guiding of Rangers to ensure succession planning and professional development;
 - ensuring the effective allocation of Ranger Services resources;
 - overseeing the performance of Ranger Services and Administration and Emergency Management employees;
 - overseeing and managing the operations and functions of the Preston Beach Volunteer Ranger Liaison Officers;
 - determining applications or otherwise for matters directly relating to the Services;
 - expending budgeted SoW funds received under the Local Government Grant Scheme through purchase orders for the SoW Volunteer Emergency Service Brigades.
- b) the SoM Ranger and Emergency Services Support Officer/s providing administration support services, including, but not limited to –
- allocating of Ranger Services requests received;
 - compiling and maintaining relevant Ranger Services statistical and other registers;
 - assisting the SoW to manage Ranger Services infringements and the Fines Enforcement Registry;
 - issuing correspondence to persons in the District relating to Ranger and Emergency Management Services matters;
 - supporting financial administration functions for the provision of eligible and budgeted goods and services for the SoW Emergency Service Volunteer Fire Brigades from funds allocated to the SoW under the Local Government Grant Scheme.

After Hours Call Flow Matrix means a document developed to define events and responses outside normal Business Hours.

Award means Local Government Officers' (Western Australia) Interim Award 2011.

Business Day means a day that is not a Saturday, Sunday or public holiday in the State of Western Australia.

Business Hours means from 8.30 am to 4.30pm on a Business Day.

Call Out means overtime paid for a Ranger to attend to a Defined Event outside Ranger Services Ordinary Hours or as the case requires for the SoM Manager Ranger and Emergency Services or the SoM Manager Governance or another SoM officer, as determined by the SoM CEO to attend to support Emergency Event in the District.

CEO means the Chief Executive Officer/s as the context requires.

Contract means this contract.

Contract Price means the amount set out in Schedule 2 for the performance of the Ranger, Emergency Management and Administration Services under this Contract. The Contract Price includes On Call costs, however excludes actual Call Out costs.

Date of Commencement means seven (7) days after the date on which the SoW fulfils the condition precedent in clause 2.1(b).

Defined Event means a situation defined in the after-hours call flow matrix as requiring an immediate response (ESC 1).

Destroyed, in relation to a Record, means to deal with the Record:

- (a) so that any of all of the information recorded or stored on it is obliterated or rendered illegible or irrecoverable; or
- (b) so that it cannot convey a meaning in a visible, audible or understandable form.

District means the local government area of the SoW.

Diverted Call means a telephone call made to the 'telephone Service outside Business Hours that is diverted (either manually or electronically) to the mobile telephone of the Ranger that is On Call when the telephone call is made.

Equipment means any and all equipment, tools, supplies and materials reasonably necessary for the performance of the Ranger Services in accordance with this Contract.

Emergency Event means where a welfare center has been established to support a local emergency situation in the District.

Emergency Management Services means -

- a) The SoM Manger Governance, or another SoM officer, as determined by the SoM CEO or his delegate –
 - supports the Local Emergency Management Committee (LEMC), whether a joint committee with the SoM or a SoW Committee in its own right;
 - acts as the Executive Officer of the LEMC;

- acts as the Executive Officer of the Bush Fire Advisory Committee;
- acts as the SoW Recovery Coordinator, during an Emergency Event; and,
- supports the periodic review of the District's Local Emergency Management Arrangements.

Fines Enforcement Registry (FER) is a division within the Department of the Attorney General equipped with additional powers to facilitate the collection of outstanding fines

Force Majeure means any event or circumstance beyond the reasonable control of a party which prevents or impedes the due performance of the obligations under this Contract and which by the exercise of reasonable diligence such party is unable to prevent, including acts of war, acts of terrorism, civil commotion, regional strikes or similar labour disputes, acts of God or other severe weather conditions, legal restraint, governmental interference or regulation. Force Majeure shall not include lack of finances, breakdown of any equipment used by the SoM or its subcontractors unless caused by a Force Majeure event, or contractual commitment made by the SoM to third parties which limits the ability of the SoM to perform under this Contract.

Full Time means performing the Ranger Services within the District during Ranger Services Ordinary Hours, including:

- (a) undertaking regular inspections within the District, as reasonably required in the discretion of the Rangers, to ascertain and ensure that individuals in the District are complying with all Laws, except for the parts and provisions of the Laws relating only to the conduct and administration of elected members and employees of the SoW; and
- (b) responding to Incidents by performing the Ranger Services with respect to that Incident in accordance with the terms and conditions of this Contract.

Incident means an incident occurring within the District which involves, or may involve, the contravention of any of the Laws.

Infringement Notice means a notice issued under the Laws for which a modified penalty is payable for an alleged offence.

Item means any and all written documentation, tapes, photographs, magnetic and electronic media, drawings, maps, graphs, diagrams, computer programs and other material made or prepared in connection with the performance of the Ranger Services under this Contract.

Laws means all written laws that from time to time the SoW has the responsibility to administer with respect to the District, including those written laws outlined in [Schedule 1](#).

Notice means the form of infringement notice utilised by the SoW, from time to time, which displays the SoW logo.

On Call means a Ranger being available at all times outside Ranger Services Ordinary Hours to take a Diverted Call or receive an SMS on a mobile telephone.

Other Contract Costs means:

- (a) Call Outs responded to, shall be paid in addition to the Contract Price quarterly in arrears on the issue of a tax invoice, based on the amount of time it takes the Ranger/s or the SoM Manager Governance, or another SoM officer to resolve a

Defined or Emergency Event, with a minimum 3 hour charge at the officer's normal hourly rate, plus any applicable Award penalties;

- (b) Costs incurred in relation to lodgement of fines with Fines Enforcement Registry shall be paid in addition to the Contract Price quarterly in arrears on the issue of a tax invoice;
- (c) Costs associated with the lodgement of court prosecution or other court notices for contraventions of the Laws shall be paid in addition to the Contract Price quarterly in arrears on the issue of a tax invoice;
- (d) Other third party costs involved in the provision of the Services.

Ranger means an individual employed or engaged by the SoM who will perform the Ranger Services under this Contract (whether the individual has been employed to exclusively perform the services or otherwise).

Record means the record maintained and kept under clause 3.5(a).

Ranger Services means:

- (a) undertaking patrols, investigations and inspections to determine whether a contravention of any of the Laws in Schedule 1 is occurring or has occurred;
- (b) interviewing persons concerning their knowledge of a contravention of any of the Laws;
- (c) taking photographs and gathering evidence of contraventions of any of the Laws;
- (d) receiving telephone calls and written correspondence (in paper or electronic form) of Incidents and keeping a written record of each;
- (e) giving verbal or written directions, orders, control notices, move on notices or declarations under the Laws to individuals or other persons, as necessary;
- (f) giving infringement notices to persons who have contravened any of the Laws;
- (g) impounding goods;
- (h) seizing, impounding and disposing of animals;
- (i) preparing notes and keeping records with respect to:
 - (i) all investigations, inspections and interviews conducted;
 - (ii) all directions, control notices, declarations, warnings, enforcement notices and infringement notices given; and
 - (iii) all animals or goods seized, impounded, released, rehomed or sold or destroyed;
- (j) undertake inspections, as necessary when appointed as authorised officers to support the control and management of narrow leaf cotton bush in line with legislative requirements on private landholdings, as per any formal authorisation approved by the Director General of the Department Primary Industry and Regional Development;

- (k) when required by the SoW preparing reports (including reports to an officer of the SoW) with respect to the performance by the Rangers of any services outlined in paragraphs (a) to (i) with respect to an Incident;
- (l) preparing and lodging prosecution or other court notices for alleged contravention of any of the Laws and includes representing the SoW and giving evidence as a witness (when required) at court proceedings;
- (m) providing advice, information and educating persons on the Laws;
- (n) deliveries to Councillors of Minutes and Agendas;
- (o) taking any other actions which are incidental to the performance of the functions listed in paragraphs (a) to (n) above,

which, at the discretion of the SoW, are required to ensure compliance of individuals in the District with the Laws, except for the parts and provisions of the Laws relating-only to the conduct and administration of elected members and employees of the SoW.

Ranger Services Ordinary Hours means in accordance with the established roster on any day of the year, excepting Christmas Day, New Year's Day and Good Friday;

- (i) April to September between the hours of 7.00am and 6.00pm;
- (ii) October to March between the hours of 7.00am and 7.00pm.

SMS means Short Message Service reports received by mobile phone.

Telephone Number means the telephone number (08) 97337816.

Telephone Service means the telephone service maintained by the SoW in accordance with [clause 4.1](#).

Term means the term of this Contract specified in clause [2.3\(a\)](#) including any extensions made under clause 2.3(b).

Services means Ranger Services, Administration Services and Emergency Management, collectively;

Variation Request means a written request made by the SoW to the SoM to the Contract Price under clause 2.5(b).

Year means calendar year.

1.2 Interpretation

In this Contract, unless inconsistent with the context:

- (a) headings and bolding are for convenience only and do not affect the interpretation of this Contract;
- (b) words importing the singular include the plural and vice versa;
- (c) a reference to a gender includes a reference to each other gender;

- (d) a reference to a person or individual includes a reference to a firm, corporation or other corporate body, authorities, governments and governmental agencies and vice versa;
- (e) where a term is assigned a particular meaning, other grammatical forms of that term have a corresponding meaning;
- (f) if a day for payment under this Contract falls on a day that is not a Business Day, the payment is due on the next Business Day;
- (g) a reference to any written law includes:
 - (i) all written laws amending, consolidating or replacing that written law; and,
 - (ii) all regulations, proclamations, planning schemes or local laws made under that written law;
- (h) a reference to a party includes that party, its successors, permitted assigns, receivers, administrators, executors, substitutes and liquidators;
- (i) a reference to any document includes a reference to that document as amended, rectified or replaced from time to time and to any document so amending, rectifying or replacing the document;
- (j) the meaning of general words or phrases is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- (k) a rule of construction does not apply to the disadvantage of a party because the party was responsible for the preparation of this Contract or any part of it;
- (l) an obligation, representation or warranty in favour of two or more persons:
 - (i) is for the benefit of them jointly and severally; and
 - (ii) binds them jointly and severally;
- (m) a reference to '\$' or 'dollars' is a reference to Australian dollars; and
- (n) unless expressly stated otherwise, a reference to parties, clauses, sub-clauses, paragraphs, parts and schedules, is to parties, clauses, sub-clauses, paragraphs, parts and schedules of or in this Contract.

2. Agreement

2.1 Conditions Precedent

- (a) This Contract (other than in this clause 2.1) has no effect unless the condition precedent in clause 2.1 (b) is fulfilled on or before 1 July 2020 or another date agreed by the parties in writing.
- (b) The SoW shall:
 - (i) delegate and/or authorise the SoM Rangers, the SoM Manager Governance and the SoM Manager Ranger and Emergency Services or his delegate any power, delegation or authority required for the performance of this Contract on behalf of the SoW; and,
 - (ii) appoint the SoM Rangers, the SoM Manager Governance and the SoM Manager Ranger and Emergency Services to be authorised for the

purposes of performing the functions of an authorised person, authorised officer, poundkeeper, fire control officer, Ranger under the Laws on behalf of the SoW, in accordance with the specific requirements of each of the Laws.

- (c) If the fulfilment of the condition in clause 2.1(b) requires or would be assisted by any action of the SoM, then the SoM must use all reasonable efforts to take that action.

2.2 Covenants

- (a) The parties covenant with each other on the terms and conditions outlined in this Contract.
- (b) The SoM covenants with the SoW to provide;
 - (i) the Ranger Services within the District, 24 hours each day, 7 days each week, during the Term;
 - (ii) the Administration Services within the district Monday to Friday on a business day, during business hours;
 - (iii) the Emergency Management Services within the district for Defined Event, as and when required,

in accordance with the terms and conditions of this Contract.

2.3 Term

- (a) The term of this Contract shall be thirty-six (36) months, commencing on the Date of Commencement (Initial Term).
- (b) The SoM may, with the agreement of the SoW, extend the operation of this Contract beyond the Initial Term for a period of thirty-six (36) months from the expiration of the Initial Term, but not longer.
- (c) The SoW shall give the SoM notice of its intention to extend the operation of the Initial Term no less than four (4) months prior to the expiration of the Initial Term.

2.4 Payment and Invoicing

- (a) The SoW shall pay the SoM the Contract Price and Other Contact Costs for the performance of the Services in accordance with the terms and conditions of this Contract.
- (b) The SoM shall invoice the SoW, on or after each date stipulated in Schedule 2, for the portion of the Contract Price and Other Contact Costs becoming due by the SoW to the SoM on that date.
- (c) Subject to clause 2.6(d), the SoW shall, within 30 days of the date of each invoice issued by the SoM under this Contract, pay to the SoM the full amount contained in the invoice.

2.5 Price Variations

- (a) The SoM shall be entitled to a review of the Contract Price on each anniversary of the Date of Commencement.
- (b) If the SoM wishes to propose a variation to the Contract Price which is greater than the increase provided for under clause 2.5(e), then the SoM shall, at least 35 days before an anniversary of the Date of Commencement, give the SoW full written details of the claim, including:
 - (i) the existing Contract Price and the proposed price increase; and
 - (ii) all applicable information as to the cost of materials, direct labour, overheads and such other cost components as the SoM may require to consider any proposal for variation.
- (c) The SoW may, at its sole discretion, refuse or approve any Contract Price variation proposed in a Variation Request. The SoW shall make its decision on a Variation Request within 21 days of it being received. If a Variation Request is approved:
 - (i) the increased Contract Price shall replace the previous corresponding Contract Price effective from the next anniversary of the Date of Commencement; and,
 - (ii) this Contract shall continue with the necessary changes automatically being made.
- (d) Any Contract Price varied under clause 2.5(c) shall apply only to the Services performed after the date that the variation takes effect and shall not apply to any of the Services performed prior to that date.
- (e) Unless the SoW approves a greater increase under clause 2.5(c), the Contract Price shall on each anniversary of the Date of Commencement be increased by 1.5%.
- (f) No variation to or adjustment of the Contract Price will in any way vitiate or invalidate this Contract.

2.6 GST

- (a) In this clause:

GST Act means A New Tax System (Goods and Services Tax) Act 1999 (Cth) amended from time to time.

GST Law means the GST Act and any associated legislation including without limitation delegated legislation.

GST, Registered, supply, tax invoice and any other expression used that is defined in the GST Law has the same meaning as given to it in the GST Law.

- (b) Unless specifically described in this Contract as 'GST-inclusive', any consideration to be paid or provided for a supply made under or in connection with this Contract does not include an amount on account of GST and is 'GST-exclusive'.
- (c) Where under the GST Law any supply to be made by a party (Supplier) to another party (Recipient) under or in connection with this Contract is subject to GST (other

than a supply the consideration for which is specifically described in this Contract as GST inclusive) then:

- (i) the consideration payable or to be provided for that supply under this Contract will be increased by, and the Recipient will pay to the Supplier, an amount equal to the GST calculated according to the GST Law;
 - (ii) the Recipient must pay that additional GST amount at the same time and in the same manner as the GST-exclusive consideration is paid or provided; and,
 - (iii) a reference to the consideration payable for a supply includes the value of any non-monetary consideration for the supply.
- (d) If the Supplier is Registered or required to be Registered, the Supplier must provide a GST compliant tax invoice in connection with any supply made by it under this Contract, failing which the Recipient will not be obliged to make any payment for that supply until such an invoice is provided.

3. Shire of Murray Obligations

3.1 Hours of Services

The SoM shall ensure to the best of its ability, that:

- (a) Two (2) Full Time equivalent employees per annum (1976 hours per annum x 2) are employed to perform Ranger Services in the District, plus annual leave relief of 8 weeks (304 hours), per annum during Ranger Services Ordinary Hours;
- (b) Outside Ranger Services Ordinary Hours, an On Call Ranger responds to Defined Events;
- (c) Administration Services and Emergency Management Services are provided on Business Days, during Business Hours, and
- (d) Outside normal business hours the SoM Manager Governance, SoM Manager Ranger and Emergency Services or another SoM Officer, as determined by the SoM CEO respond to Emergency Events.

3.2 Requirements

The SoM shall:

- (a) ensure that its employees conducting the Services are provided with Equipment;
- (b) ensure that all Equipment used in the performance of the Services under this Contract is in good condition and in good working order, and fit in all respects for the purposes for which it is intended;
- (c) store at the SoM offices or operations centre or animal management facility when not in use, all Equipment used in the performance of the Services under this Contract;
- (d) ensure that all vehicles used in the performance of the Ranger Services have the words 'Ranger' clearly displayed on them and the SoW and SoM corporate logos;

- (e) ensure that the Services are of the highest standard and carried out properly with all due skill, care, diligence and courtesy according to best industry practice; and,
- (f) at all times during the performance of the Services, ensure that its employees, agents and contractors conducting the Services comply with, all applicable written laws, codes of practice, and Australian Standards regarding occupational safety and health;
- (g) ensure that for the purposes of clause (f) global positioning technology in vehicles is used to promote employee safety and effectively support the Services;
- (h) ensure the vehicles provided by the SoW are serviced to the manufacturers specifications and maintained in a roadworthy condition.

The SoW shall:

- (a) provide vehicles sufficient in design and fitout to the SoM to undertake the Services for the duration of the Contract, without cost;
- (b) maintain comprehensive motor vehicle insurance policies with a reputable insurer in Australia for the vehicles used by the SoM in connection with the performance of the Services under this Contract which provides for unlimited coverage in respect of vehicle damage, third party injury or property damage for the Rangers use of the vehicles.

3.3 Response to an Incident

- (a) During Ranger Services Ordinary Hours the SoM shall ensure that a Ranger responds to and performs Ranger Services with respect to any Incident about which the SoM has been advised by a ratepayer, resident or employee of the SoW or SoM, as soon as reasonably practicable having regard to the seriousness and severity of the Incident.
- (b) The SoM shall ensure that a Ranger responds to Incidents during Ranger Services Ordinary Hours that are identified through patrol activities.
- (c) Subject to clause 3.3(a), the SoM shall ensure that a Ranger responds to an Incident at least within 24 hours of the SoM being notified of the Incident.
- (d) The SoM shall ensure that Emergency Event are responded to in a timely manner.

3.4 Confidential Information

- (a) The SoM shall maintain as confidential all information obtained and Items produced or obtained when undertaking the Services under this Contract (Confidential Information). The SoM shall not disclose nor allow Confidential Information to be disclosed to any third party without the prior written consent of the SoW, and the SoM shall not use any Confidential Information for any purpose other than the purpose for which it was obtained, acquired or generated. The SoM obligation shall not extend to Confidential Information which:
 - (i) is in, or comes into, the public domain (other than through a breach of this clause); and,

- (ii) which is required to be disclosed by law or to any government agency or authority.
- (b) The SoM shall ensure that all of its employees, agents and contractors conducting the Services (including the Rangers) are aware of and shall comply with the obligations under clause 3.4(a).

3.5 Records

- (a) The SoM shall, during the Term, maintain and keep a complete and accurate record of all:
 - (i) notes and reports made or prepared regarding any inspection, investigation or interview undertaken;
 - (ii) photographs taken;
 - (iii) directions, warnings and infringement notices given;
 - (iv) goods impounded;
 - (v) animals seized, impounded, disposed of, or returned;
 - (vi) complaints received by the SoM with respect to the SoM performance of the Services within the District and the results of any investigations made by the SoM into the complaints;
 - (vii) notes or memorandums of telephone calls received, and written correspondence received, regarding an Incident;
 - (viii) any accidents, incidents or near misses (that were witnessed by an employee or contractor of the SoM, or reported to or otherwise known to the SoM in which a possibility of injury to persons or property damage arose; and
 - (ix) any other information that the SoW specifies in writing,in connection with the performance of the Services under this Contract.
- (b) The SoM shall ensure that the Record is in accordance with the SoM record keeping plan under the *State Records Act 2000*.
- (c) The SoM shall ensure that nothing forming part of the Record is destroyed without the prior approval of the SoW.
- (d) The SoM shall on demand by the CEO of the SoW:
 - (i) make any part of the Record available for inspection and examination by the CEO of the SoW or any person nominated by the CEO of the SoW; and
 - (ii) at the SoW's sole expense, provide the SoW with a copy of any part of the Record, as soon as reasonably practicable but in all cases within seven (7) days of receiving a demand by the SoW.
- (e) The SoM shall be responsible for the safekeeping of all parts of a Record while they are in the custody of the SoM. In the event of loss or damage, for which the SoM is responsible, the SoM shall re-perform at its own cost that portion of the

Services which is necessary to regenerate the damaged, lost or destroyed Record (if possible) within a reasonable timeframe specified by the SoW.

- (f) Where request is lodged under the *Freedom of Information Act 1995* (FOI Act) for a Record under the Services, the SoW will inform the SoM of the application in writing within 5 Business Days for it to be dealt with in accordance with the FOI Act by the SoM.

3.6 Employees

- (a) The SoM shall ensure that it has sufficient employees or contractors (or both) to carry out the Services in an efficient and effective manner according to the specific requirements of this Contract.
- (b) Subject to clause 3.6(c), the SoM shall ensure that only individuals with sufficient training and experience are employed or engaged to perform the Services under the requirements of this Contract.
- (c) The SoM shall provide such adequate training as it deems necessary to its employees, agents and contractors to ensure that each employee, agent and contractor has suitable knowledge of that part of the Services that the employee, agent or contractor is engaged to undertake so that the employee, agent or contractor can undertake those services in a professional and efficient manner and with a sufficient degree of skill, care and diligence.
- (d) The SoM shall ensure that its employees, agents and contractors conducting the Services work in conjunction and co-operation with the SoW employees.
- (e) Should any dispute arise between the SoM employees, agents or contractors and an employee of the SoW in connection with the performance of the Services under this Contract, the joint SoW/SoM CEO or the CEO of the SoW and the CEO of the SoM (as the case maybe) shall be advised of the dispute within 24 hours of the dispute arising.
- (f) The joint CEO of the SoW/SoM or the CEO of the SoW and the CEO of the SoM (as the case maybe) shall within 7 days of a notification under clause 3.6(e) being given, attempt to resolve the dispute. If an acceptable resolution cannot be reached within 14 days of a notification under clause 3.6(e), or such further time as agreed, the dispute shall be resolved in accordance with clause 6.6.
- (g) The SoM shall ensure that its employees, agents and contractors at all times when performing the Services under this Contract:
- (i) conduct themselves towards members of the public in a positive, friendly and respectful manner which is in keeping with the SoW public image;
 - (ii) use discretion when dealing with members of the public and at all times (whether provoked or not) refrain from aggressive, threatening and rude behaviour or gestures;
 - (iii) do not act in an unruly manner or use offensive language; and
 - (iv) hold all necessary licences, permits and authorities required by law for the performance of the Services in accordance with this Contract.

- (h) The SoM shall ensure that:
 - (i) all Rangers are provided with uniform;
 - (ii) all Rangers wear the uniform at all times when undertaking the Ranger Services; and,
 - (iii) at all times, the uniforms are kept in a neat and tidy condition.
- (i) With respect to all work done under this Contract, the SoM shall observe, perform and comply in all material respects with all relevant industrial awards, industrial agreements and orders of competent courts or industrial tribunals applicable to employees engaged by the SoM to undertake the Services under this Contract.

3.7 Insurance

- (a) The SoM shall maintain valid and enforceable public liability and professional indemnity insurance policies with a reputable insurer in Australia with respect to the performance of the Services under this Contract, which:
 - (i) are in the joint names of the SoM and the SoW as co-insured persons;
 - (ii) provide coverage of at least \$20 million for each occurrence; and
 - (iii) include a clause waiving the insurer's rights of subrogation against all insured persons.
- (b) The SoM shall maintain a valid and enforceable worker's compensation insurance policy which complies with the provisions of the *Worker's Compensation Rehabilitation Act 1981* in respect of all of its employees undertaking the Services under this Contract.
- (c) The SoM shall maintain the insurance policies referred to in this clause 3.7 for the whole Term.
- (d) The SoM agrees to be responsible for any excess payable under an insurance policy taken out under this Contract.
- (e) The SoW may, at any time during the Term, request to be shown evidence that the insurance policies referred to in this clause 3.7 are currently in effect and, within 48 hours of such request, the SoM shall produce for inspection by the SoW certificate of currency of each of the policies and, if requested, a copy of the policies.

3.8 Indemnity

Except in respect of the SoW and its employee's, agent's and contractor's own negligence, the SoM shall indemnify the SoW and keep the SoW indemnified from and against all claims, demands, writs, summons, actions, suits, prosecutions, proceedings, judgments, orders, decrees, damages, costs (including legal costs), losses and expenses of any nature whatsoever which may be commenced or brought against the SoW or the SoW may suffer or incur in connection with the loss of life, personal injury or damage to property arising from or out of any occurrence in connection with the performance of the Services.

3.9 Notice of damage injury or death

Without affecting any other obligation in this Contract, the SoM shall give notice in writing to the SoW of any damage to property, personal injury or death occasioned by or which occurred in the course of the performance of the Services, as soon as practicable after that occurrence.

3.10 Observance of laws

The SoM and its employees, agents and contractors shall comply with every written law of the State of Western Australia with respect to the performance of the Services when performing the Services, under this Contract.

4. Shire of Waroona Obligations

4.1 Telephone Service

The SoW, at its cost, shall maintain 24 hours of each day of the Term a telephone service for the reporting of Incidents, which utilises the Telephone Number.

The Telephone Number shall be diverted after normal business hours to a call answering service for the provision of the On Call service.

5. Other Obligations

5.1 Notice of Telephone Number

The SoW shall, at its sole cost, at least three times each year of the Term place an advertisement in its local community newspaper notifying that the Telephone Number is the telephone number that must be used to report an Incident.

5.2 Directions

- (a) The SoW CEO or his/her nominated representative shall liaise with the Manager Ranger and Emergency Services and/or the Manager Governance with respect to the performance of the Services under this Contract.
- (c) Nothing in this clause 5.2 shall prohibit the right of an employee of the SoW from reporting an Incident directly to a Ranger, and in such circumstances a Ranger shall respond to and perform the Services (as required) with respect to that Incident in accordance with the requirements of this Contract.

5.3 Performance Enhancement

- (a) If, at any time during the Term, the SoW or the SoM wishes to alter the Services to enhance the performance of the Contract, the SoW or the SoM (as applicable) must provide a written outline of the proposal (including reasons for the request) to the other party.
- (b) The party receiving a proposal under clause 5.3(a) may make submissions to the other party in relation to the proposal.

- (c) In March of each year of the Term, representatives of the SoW (including the CEO or any person nominated by the CEO) and representatives of the SoM (including the CEO or any person nominated by the CEO) shall meet if required, to consider any proposals made during the preceding year and decide whether to approve or refuse those proposals.
- (d) If the SoM and the SoW both agree to approve a proposal made under clause 5.3(a), that proposal shall take effect:
 - (i) on the date specified by the parties for it to commence; or
 - (ii) if a date is not specified, on the next 1 August after the approval of the proposal,

and the provisions of this Contract shall continue to apply with the necessary changes automatically being made.

- (e) No proposal approved under this clause 5.3 will in any way vitiate or invalidate this Contract.
- (f) Any proposal approved by the parties that would result in a contravention of any written law will be invalid and the failure by the parties to comply with that proposal will not be a breach of this Contract.
- (g) In addition to the meeting required by clause 5.3(c) the representatives of the SoW (including the CEO or any person nominated by the CEO) and representatives of the SoM (including the CEO or any person nominated by the CEO) shall meet, as mutually agreed to review the operational effectiveness and any guidelines relating to the Services.

5.4 Infringement Notices

- (a) The SoW shall, at its sole expense, provide the SoM with sufficient copies of the Notice to enable the SoM to comply with its obligations under this Contract.
- (b) The SoM when giving an infringement notice under the terms of this Contract shall use a Notice.
- (c) The SoW shall have the obligation of:
 - (i) collecting monies paid in satisfaction of a modified penalty imposed under an infringement notice given by the SoM under the terms of this Contract; and,
 - (ii) undertaking enforcement action for the non-payment of a modified penalty imposed under an infringement notice given by the SoM under the terms of this Contract.
- (d) Nothing in this Contract shall be interpreted as imposing any obligation on the SoM to:
 - (i) collect any monies paid in satisfaction of a modified penalty imposed under an infringement notice given by the SoM under the terms of this Contract; and

- (ii) undertake any enforcement action for the non-payment of a modified penalty imposed under an infringement notice given by the SoM under the terms of this Contract.
- (e) The SoM shall:
 - (i) provide the SoW with a copy of each infringement notice issued under the terms of this Contract; and
 - (ii) when requested by the SoW with respect to a particular contravention for which an infringement notice was given under the terms of this Contract, provide the SoW with a report regarding that contravention.
- (f) The SoW shall provide the SoM with sufficient access to, and use of, the SoW's record keeping or other electronic systems or databases, as required, to enable the SoM to comply with its obligations under this Contract.
- (g) The SoM Manager Governance and/or the Manager Ranger and Emergency Services or a delegate shall be responsible for determining applications for withdrawal or the cancellations of infringement penalties issued in the District with the right of further appeal to the SoW CEO.

5.5 No Exclusion

The parties acknowledge and agree that nothing in this Contract shall prevent or restrict the SoM from providing the Services or any other service to another local government.

6. Miscellaneous

6.1 Legal Costs

- (a) Each party shall pay its own costs and expenses (including legal costs) with respect to the preparation, negotiations, completion and signing of this Contract.
- (b) If stamp duty is applicable to this contract the SoW shall be liable pay the stamp duty payable with respect to this Contract and all copies of this Contract.

6.2 Relationship between the Shire of Murray and Shire of Waroona

Nothing contained in this Contract shall be deemed to constitute a relationship between the SoW and the SoM other than the relationship of principal and independent contractor and, without limiting the generality of the foregoing, this Contract shall not be construed so as to constitute a relationship of master and servant or principal and agent as between the SoW and the SoM, or any relationship of employment or trust between the SoW and the SoM or the SoW and the Rangers.

6.3 Entire agreement

The parties agree that this Contract constitutes the whole and entire agreement between them and supersedes all previous negotiations and agreements written or oral.

6.4 Assignment and Subcontracting

The SoM shall not assign or subcontract the performance of the Services, or any of its rights under this Contract, without the prior written consent of the SoW, which the SoW may not unreasonably withhold.

6.5 Notices

- (a) Any notice, direction or other communication which shall or may be given between the parties in connection with this Contract:
- (i) shall be in writing in order to be valid;
 - (ii) is sufficient if executed by the party giving the notice or on its behalf by the CEO duly authorised officer or solicitor of such a party;
 - (iii) in order to be valid shall be given to a party as follows:
 - (A) delivered or sent by prepaid post to, or left at, the 'notice details' address of that party as set out in this Contract;
 - (B) sent to the facsimile number of that party as set out in this Contract; or,
 - (C) delivered or sent to another address or facsimile number as is notified in writing by a party to the other party from time to time; and,
 - (iv) if given in accordance with clause 6.5(a)(iii), will be deemed to take effect:
 - (A) in the case of prepaid post, on the second business day after the date of posting;
 - (B) in the case of facsimile, on receipt of a transmission report from the sending machine confirming successful transmission; and
 - (C) in the case of delivery by hand, on delivery.
- (b) For the purposes of this Contract, the facsimile number of the SoM is (08) 9531 1981 and of the SoW is (08) 9733 1883.

6.6 Dispute Resolution

- (a) If a dispute arises between the parties in connection with this Contract, then a party must give notice of the dispute to the other party identifying the dispute and providing details of it.
- (b) If a dispute is not resolved between the parties within 14 days of a notice under clause 6.6(a) being given, the parties shall, subject to clause 6.6(f), endeavour to settle the dispute by mediation to be conducted by a mediator independent of the parties, appointed by agreement of the parties within 35 days of a notice in clause 6.6(a) being given or, failing agreement, by a person appointed by the Institute of Arbitrators and Mediators, Western Australian Chapter
- (c) Subject to clause 6.6(f), it is a condition precedent to the right of any party to arbitrate or litigate a dispute under this Contract that it first has complied with the mediation process in accordance with this clause 6.6.

- (d) Each party may be represented by a qualified legal practitioner or other representative in any mediation proceedings.
- (e) The parties must continue to comply with their obligations under this Contract notwithstanding any dispute being referred to mediation, unless agreed otherwise by the parties in writing.
- (f) The parties are not required to mediate a dispute which relates to the non-payment of any amounts of money owed by one party to another party under this Contract.

6.7 Default and Termination

- (a) A party may terminate this Contract by giving six (6) months' notice to the other party. In such cases, this Contract shall terminate at the expiry of the six (6) month period, but without releasing:
 - (i) the SoM or the SoW from liability for any previous breach or failure to observe or perform any term or condition of this Contract; or
 - (ii) the SoW from complying with its obligation under clause 2.4 with respect to the Services performed by the SoM up to and including the date of termination.
- (b) If:
 - (i) the SoM defaults in the observance or performance of any term or condition of this Contract to be observed or performed by the SoM, and the SoM fails to remedy such default (if it is capable of remedy) within fourteen (14) days after the SoW gives notice in writing to the SoM specifying the default and requiring the default be remedied;
 - (ii) one or both of the parties cease to be a local government for the purposes of the *Local Government Act 1995*;
 - (iii) the SoW ceases to be the local government responsible for the District;
 - (iv) the SoM suspends or ceases providing the Services for more than four (4) consecutive days, without the consent of the SoW; or
 - (v) the SoM knowingly maintains or gives the SoW reports or information under this Contract that are false,

then, in any such cases, the SoW may, by notice in writing given to the SoM, without prejudice to any other powers, rights, authorities or remedies against the SoM under this Contract or otherwise, terminate this Contract, but without releasing:

- (vi) the SoM from liability for any previous breach or failure to observe or perform any term or condition of this Contract; and
 - (vii) the SoW from the obligation under clause 2.4 with respect to the Services performed by the SoM up to and including the date of termination.
- (c) If:
 - (i) the SoW defaults in the observance or performance of any term or condition of this Contract to be observed or performed by the SoW, and the SoW fails to remedy such a default (if it is capable of remedy) within fourteen (14)

days after the SoM gives notice in writing to the SoW specifying the default and requiring the default to be remedied;

- (ii) one or both of the parties cease to be a local government for the purposes of the *Local Government Act 1995*; or
- (iii) the SoW ceases to be the local government responsible for the District,

then, in any of such cases, the SoM may, by notice in writing given to the SoW, without prejudice to any other powers, rights, authorities or remedies against the SoW under this Contract or otherwise, terminate this Contract but without releasing the SoW from:

- (iv) liability for any previous breach or failure to observe or perform any term or condition of this Contract; and
- (v) the obligation under clause 2.4 with respect to the Services performed by the SoM up to and including the date of termination.

6.8 Force Majeure

- (a) Should a party be delayed in the performance of this Contract by an event which that party concerned considers is a Force Majeure occurrence, then the party delayed shall:
 - (i) give written notice to the other party immediately giving the full particulars of the event and why it is considered a Force Majeure occurrence; and
 - (ii) use its reasonable efforts to mitigate its losses in a Force Majeure situation.
- (b) On giving a notification under clause 6.8(a), the performance or compliance by either party of or with any of the responsibilities or obligations under this Contract shall be suspended. Such suspension shall continue as long as the performance or compliance with that responsibility or obligation under this Contract is so prevented or hindered. During such suspension, the parties shall consult with each other without delay as to the measures to be taken regarding the continuation of the Services and the implementation of this Contract. The parties shall agree on a solution equitable to both parties.
- (c) On cessation of any Force Majeure occurrence the SoM shall take all reasonable measures necessary to minimise the effects of the delay.
- (d) Should the Force Majeure continue for more than ten (10) consecutive days either party may terminate this Contract with immediate effect by giving the other party written notice of termination.
- (e) In the event of termination of this Contract under clause 6.8(d), the SoM shall be paid in accordance with clause 2.4 for the Services performed up to and including the date of termination and any other amounts due under this Contract, or as otherwise agreed between the parties.
- (f) Neither party shall be liable for any delay or failure of performance of the terms and conditions of this Contract to the extent such delay or failure is attributable to events of Force Majeure which has been notified in accordance with this clause.
- (g) Force Majeure may not be invoked by a party if, and to the extent that, any prior default under this Contract of the party concerned caused or contributed to the

prevention or impediment of the due performance of the obligations under this Contract.

6.9 Failure to Perform Obligations

- (a) Without limiting the generality of any other clause in this Contract or the rights of a party at law, if the SoM defaults in the performance of the Services in accordance with the terms and conditions of this Contract and fails to remedy that default after receiving a written notice from the SoW to do so, the SoW may perform the obligation itself or engage a third party to do so. The cost to the SoW for performing the obligation shall be payable by the SoM to the SoW on demand.

6.10 Severability

In the event of any part of this Contract being or becoming void or unenforceable then that part shall be severed from the Contract with the intention that the balance of the Contract shall remain in full force and effect unaffected by the severance.

6.11 Modification and Waiver

- (a) This Contract may not be modified, amended or varied except by a document in writing signed by or on behalf of each of the parties.
- (b) Any modification to a term or condition of this Contract, or waiver or relinquishment of the performance of any term or condition of this Contract, will be effective only if made in writing and executed by or on behalf on the party granting the waiver.
- (c) No waiver of anyone breach of any term or condition of this Contract shall operate as a waiver of any other breach of the same or other term or condition of this Contract.

6.12 Laws of Western Australia Apply

This Contract shall be construed and interpreted in accordance with the laws of the State of Western Australia and the parties agree to submit to the jurisdiction of the courts of that State and of courts competent to hear appeals from them.

6.13 Discretion

Nothing in this Contract shall fetter or shall be construed as an attempt to fetter the discretion or the powers of the SoM or the SoW under any written law.

6.14 After-Hours Call Flow Matrix

The After Hours Call Flow Matrix is a document developed from an existing SoM document to support the Services. The document may be amended or varied from time to time by mutual agreement in writing subject to consultation with the SoM Manager Ranger and Emergency Services and/or the Manager Governance.

Schedule 1 - Laws

- (a) *Local Government Act 1995, (excluding s.3.25 and Schedule 3.1)* and all regulations made under that Act, and local laws made by the SoW under that Act.
 - (b) *Part XX of the Local Government (Miscellaneous Provisions) Act 1960* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (c) *Dog Act 1976* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (d) *Bush Fires Act 1954* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (e) *Litter Act 1979* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (f) *Control of Vehicles (Off-Road Areas) Act 1978* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (g) *Caravan Parks and Camping Grounds Act 1995* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (h) *Cat Act 2011* and all regulations made under that Act, and all local laws made by the SoW under that Act.
 - (i) *Biosecurity and Agriculture Management Act 2007*, as authorised officers relating to the control and management of narrow -leaf cottonbush specifically, when appointed by the Director General of the Department of Primary Industries and Regional Development.
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Schedule 2 - Contract Price

- A. Year 1 of the Contract (1 July 2021 to 30 June 2022) to pay in arrears \$275,172 (plus GST) on the issue of Tax Invoices, as follows:

- \$68,973 plus GST, due on 30 September 2021;
- \$68,973 plus GST, due on 31 December 2021;
- \$68,973 plus GST, due on 31 March 2022; and,
- \$68,973 plus GST, due on 30 June 2022

- B. Year 2 of the Contract (1 July 2022 to 30 June 2023) to pay in arrears \$280,672 (plus GST), on the issue of Tax Invoices, as follows:

- \$70,168 plus GST, due on 30 September 2022;
- \$70,168 plus GST, due on 31 December 2022;
- \$70,168 plus GST, due on 31 March 2023; and,
- \$70,168 plus GST, due on 30 June 2023.

- C. Year 3 of the Contract (1 July 2023 to 30 June 2024) to pay in arrears \$286,288 (plus GST) on the issue of Tax Invoices, as follows:

- \$71,572 plus GST, due on 30 September 2023;
- \$71,572 plus GST, due on 31 December 2023;
- \$71,572 plus GST, due on 31 March 2024; and,
- \$71,572 plus GST, due on 30 June 2024.

Signing Page

EXECUTED by the parties this _____ day of June 20_____

THE COMMON SEAL of the **Shire of Murray (SoM)**
was hereunto affixed by authority of a resolution of the
Council in the presence of:

Signature of President

Full name of President

Signature of Chief Executive Officer

Full name of Chief Executive Officer

THE COMMON SEAL of the **Shire of Waroona (SoW)**
was hereunto affixed by authority of a
resolution of Council in the presence of:

Signature of President

Full name of President

Signature of Chief Executive Officer

Full name of Chief Executive Officer



MINUTES

**Resource Sharing Alliance Committee
9 June 2021
At the Shire of Murray**

At 3.30pm

Resource Sharing Alliance Committee – 9 June 2021
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Notice of Meeting

Resource Sharing Alliance Committee – 9 June 2021

Dean Unsworth
Joint Chief Executive Officer

1. DECLARATION OF OPENING

Chairman Cr David Bolt opened the meeting at 3.36pm.

2. ATTENDANCE/APOLOGIES

Cr David Bolt – Shire President, Shire of Murray
Cr Mike Walmsley – Shire President, Shire of Waroona
Cr Douglas McLarty – Deputy Shire President, Shire of Murray
Cr Naomi Purcell – Deputy Shire President, Shire of Waroona
Cr Brad Cardilini – Shire of Murray

Apology:

Cr Laurie Snell – Shire of Waroona

3. DISCLOSURE OF INTERESTS - MEMBERS AND OFFICERS

Nil.

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

5. CONFIRMATION OF MINUTES

5.1 CEO Resource Sharing Committee Meeting – 16 March 2021 (Appendix 1)

COMMITTEE RECOMMENDATION:

Moved: Cr. McLarty

Seconded: Cr. Cardilini

That the Minutes of the CEO Resource Sharing Committee Meeting held on 16 March 2021 be received and noted.

CARRIED 5:0

6. REPORTS OF OFFICERS

6.1 CEO Time Allocation Report

File Ref: 1/2393
 Previous Items: N/A
 Applicant: N/A
 Author and Title: Dean Unsworth, Chief Executive Officer
 Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION:

Moved: Cr. Purcell
Seconded: Cr. Walmsley

That the Resource Sharing Alliance Committee notes the CEO Resources Allocated to date.

CARRIED 5:0

In Brief

The resource sharing of the Chief Executive Officer between Murray and Waroona commenced on 12 September 2019 for an initial period of up to twelve months. On 28 February 2020 a five-year agreement was implemented to share the Chief Executive Officer.

Background

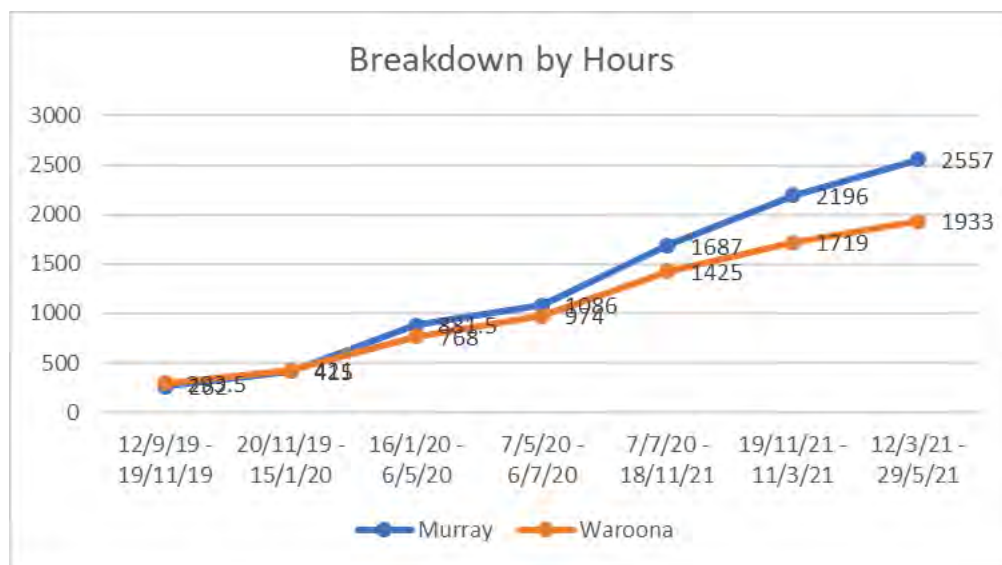
Under the terms of the Resource Sharing Agreement, the Purpose of the Committee is to:

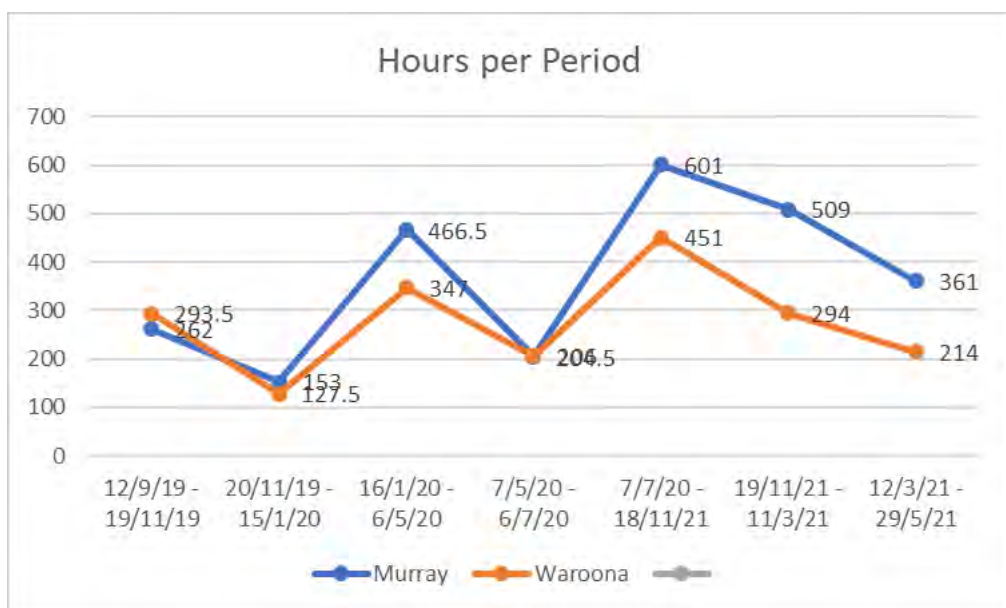
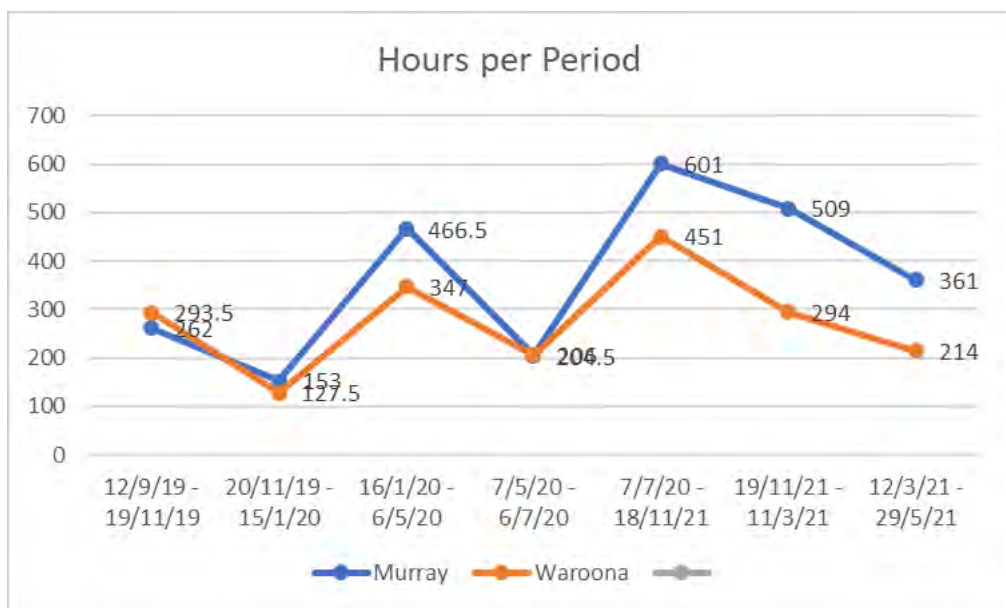
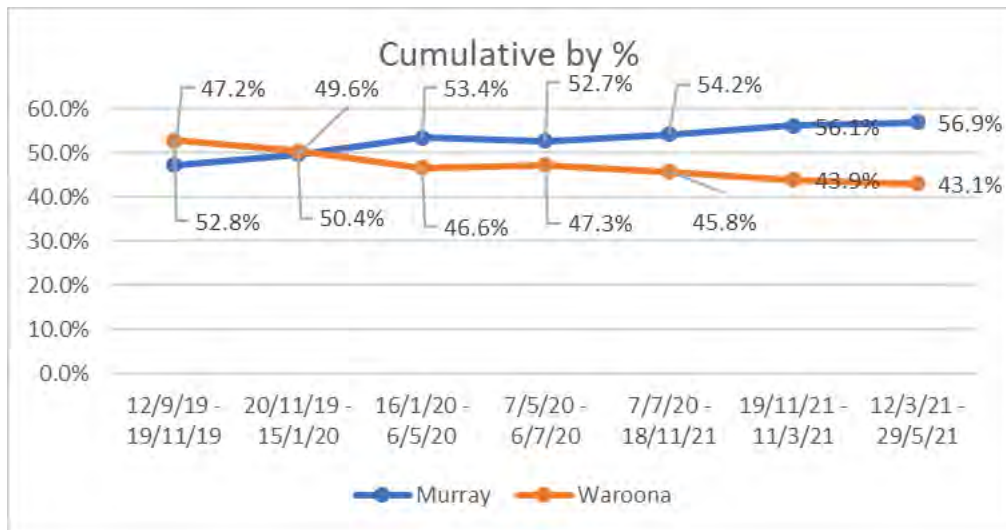
- (a) regularly review the operation of the Resource Sharing Arrangement;
- (b) regularly review the performance of the CEO in implementing the Resource Sharing Arrangement;
- (c) meet at least three times in each calendar year.

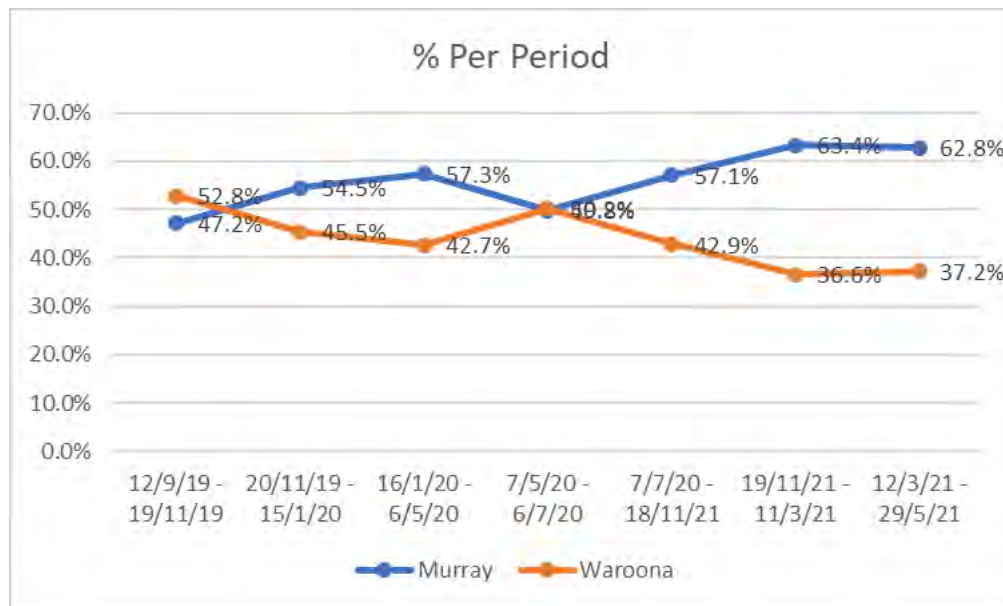
In 2021, there has been one meeting to date, held on 11 March 2021.

Report Detail

Following is an overview of the breakdown of hours that the CEO has undertaken since the commencement of the CEO Resource Sharing Agreement.







Statutory Environment

Nil

Sustainability & Risk Considerations

Economic - (Impact on the Economy of the Shire and Region)

Not Applicable

Social - (Quality of life to community and/or affected landowners)

Not Applicable

Environment – (Impact on environment’s sustainability)

Not Applicable

Policy Implications

Nil

Conclusion

Self-evident within this report.

6.2 Murray-Waroona Resource Sharing Alliance Strategy

File Ref: 1/2393
Previous Items: Nil
Applicant: N/A
Author and Title: Nicole Wilson, Manager Integrated Planning
Declaration of Interest: Nil
Voting Requirements: Simple Majority

Appendix 2

COMMITTEE RECOMMENDATION:

MOVED: Cr. McLarty

SECONDED: Cr. Walmsley

That the Committee endorses the 2021/22 – 2024/25 Murray-Waroona Resource Sharing Alliance Strategy as per Appendix 2.

CARRIED 5:0

In Brief

- The Murray-Waroona Resource Sharing Alliance Strategy was first endorsed in May 2020.
- Given the changes to resource sharing arrangements over this time, a review of the Plan has been completed and is attached in Appendix 2.

Background

In September 2019, the Shires of Murray and Waroona saw an opportunity to extend their existing Information Technology, Environmental Health and Ranger Services resource sharing arrangement by employing a shared Chief Executive Officer. Each council initially resolved to proceed with the agreement for a trial period of one year, however in February 2020 the agreement was extended for five years, now expiring in February 2025.

The intent of the resource sharing agreement is to improve service provision for both Murray and Waroona communities by working collaboratively to further identify opportunities to share costs and resources.

The Murray-Waroona Resource Sharing Alliance Strategy was first endorsed in May 2020 as a means to outline the specific initiatives that will be implemented over the life of the resource sharing arrangement.

Report Detail

Since the commencement of a shared CEO in September 2019, there are a number of new resource sharing opportunities that have been realised. These changes have been reflected in the updated Murray-Waroona Resource Sharing Alliance Strategy.

Statutory Environment

Nil

Sustainability & Risk Considerations

Economic - (Impact on the Economy of the Shire and Region)

There are numerous economic benefits that are becoming evident as the Murray-Waroona Alliance Strategy is implemented.

Social - (Quality of life to community and/or affected landowners)

There are numerous social benefits that are becoming evident as the Murray-Waroona Alliance Strategy is implemented.

Environment – (Impact on environment's sustainability)

There are numerous environmental benefits that are becoming evident as the Murray-Waroona Alliance Strategy is implemented.

Policy Implications

Nil.

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Moderate	There is moderate risk to either local government, as there are already significant cost savings through the sharing of wages for one Chief Executive Officer

Consultation

- Previous meetings with the CEO Resource Sharing Committee
- Workshops and individual functional team meetings.

Resource Implications

Financial

As presented within the Murray-Waroona Resource Sharing Alliance Strategy

Workforce

As presented within the Murray-Waroona Resource Sharing Alliance Strategy

Conclusion

The Murray-Waroona Resource Sharing Alliance Strategy is recommended to be adopted to provide the framework in which to guide the resource sharing agreement into the longer term. It is recommended that the Strategy be updated annually just prior to consideration of each Councils annual budget.

6.3 Provision of Contract Ranger, Emergency Management and Administration Services – Resource Sharing Arrangements – Shire of Murray and Shire of Waroona

File Ref: 1401
Previous Items: OCM 11 June 2015 Item 17.1 (OCM15/141)
Authors and Titles: Robert Marlborough, Manager Governance
Declaration of Interest: Nil
Voting Requirements: Simply Majority

Appendix 3 – Contract Proposal – Provision of Ranger, Emergency Management and Administration Services

COMMITTEE RECOMMENDATION:

Moved: Cr Walmsley
Seconded: Cr Cardilini

That both Councils:

- 1. supports the Chief Executive Officer endorsing a formal Contract arrangement between the Shire of Murray and Shire of Waroona for the provision of Ranger, Emergency Management and Administration Services for the period 1 July 2021 to 30 June 2024 (Initial Term) with the financials aspects being based on full cost recovery for the services provided; and**
- 2. subject to the satisfactory operation of the Contract during the Initial Term, and a full review of operating costs being completed in June 2024, approves for a further contract term being endorsed by the Chief Executive Officer for the provision of Ranger, Emergency Management and Administration Services to the Shire of Waroona for the period 1 July 2024 to 30 June 2027.**

CARRIED 5:0

In Brief

Council is requested to consider supporting a new formal Resource Sharing arrangement with the Shire of Waroona by way of Contract for the Provision of Ranger, Emergency Management and Administration Services to the Shire of Waroona.

Background

A report was presented to the Ordinary Council Meeting on 11 June 2015 to consider an opportunity to provide the Shire of Waroona with Contract Ranger and Administration Services for a total period of 6 years commencing on 1 July 2015 that supported the developing Resource Sharing arrangements between both local governments.

The following recommendation was adopted (OCM15/141). That Council –

- 1. approves for the Chief Executive Officer to endorse and seal an agreement between the Shire of Murray and Shire of Waroona for the provision of Contract Ranger Services for the period 1 July 2015 and 30 June 2018 (Initial Term);*
- 2. subject to the satisfactory operation of the agreement during the Initial Term and a full review of operating costs being completed in June 2015 approves for a further contract term being endorsed for Contract Ranger Services with the Shire of Waroona for three years expiring on 30 June 2021; and*

3. supports further discussions occurring with the Shire of Waroona executive to investigate potential resource sharing arrangements for Emergency Services with positive outcomes being the subject of a further report to Council for consideration.

Following Council's decision, Ranger and Administration Services (Services) were provided to the Shire of Waroona commencing for an initial term of three years on 1 July 2015, with a further three-year contract term being enacted on 1 July 2018.

The Services to the Shire of Waroona under the contract have been very effective and are now considered normal business for the Ranger team. The provision of consistent compliance and regulatory functions to support safer communities was a prominent precursor in establishing the contract arrangement for the Services provided. This is being further supported by the ongoing development of consistent local laws across both local government districts. Significant work by all of the Shire of Waroona and Murray staff over the initial two contract terms have resulted in very effective processes (including delegations) to be developed to make the Services provided, work effectively to support both communities.

In respect to point 3 of the recommendation. Formal arrangements were implemented to support Emergency Services in the Shire of Murray and the Shire of Waroona (Shires) under a Memorandum of Understanding with the Department of Fire and Emergency Services (DFES) to provide a joint funded Community Emergency Services Coordinator which is co-funded by both Shires and DFES.

Further supporting the very close working relationship between the Shires, a Bushfire Risk Management Planning project was also commenced encompassing the Shires of Murray, Waroona and Harvey. This project is fully funded by DFES and it is exclusively aimed at identifying bushfire risk, using a tenure blind process and developing comprehensive plans to treat risk identified.

Report Detail

As detailed the current arrangement to provide resource shared Ranger and Administration Services to the Shire of Waroona by way of a formal contract expires on 30 June 2021.

The proposal presented for Council to consider is to support a new contract arrangement to provide the Shire of Waroona Ranger and Administration Services, that also includes Emergency Management responsibilities that align with the recent amalgamation of the Shire of Murray and Shire of Waroona Local Emergency Management Committees and to support limited structured recovery functions within the Shire of Waroona.

The contract proposal also provides the basis for Ranger Services staff to assist with the management and control of Narrowleaf Cotton Bush in the Shire of Waroona district. This effectively aligns with the current compliance program that is ongoing within the Shire of Murray.

Furthermore, the proposed arrangement will enable a closer working relationship to be developed with the Preston Beach Volunteer Rangers group by establishing direct oversight and management functions.

The continuing benefits of providing continuing contract Services, include consistent operations in both local government areas, flexibility in resourcing during targeted programs, such as fire prevention and other annual compliance or community programs.

Ongoing operational benefits and enhancements also include:

- flexible rostering arrangements;
- enforcement standardisation across local government boundaries;
- staff development, skill enhancement and mentoring; and

- improved unified processes, procedures and operational standards.

Attached for Council's information at **Appendix 3** is the contract document that has been prepared for the Services proposed.

It should be noted that the proposed contract does not in any way impact on or affect the functions and operation of the jointly funded Community Emergency Service Coordinator, which is managed under a separate Memorandum of Understanding and Business Plan between the Shire's of Murray and Waroona and the Department of Fire and Emergency Services, or the functions and operation of the Bushfire Risk Management Planning project within the local government districts of Murray, Waroona and Harvey which is fully funded by the Department of Fire and Emergency Services, under a separate grant.

Murray 2030 Strategic Community Plan

Focus Area	Capable and Accountable
Aspiration	To develop strong leadership through good governance, effective communication and ensuring value for money.
Strategy	Deliver efficient and effective Council services to the community

Murray 2020 - 2024 Corporate Business Plan

Nil

Other Strategic Links

Murray-Waroona Resource Sharing Alliance Strategy 2020-2025

Statutory Environment

Local Government Act 1995

Sustainability & Risk Considerations

Economic – (Impact on the Economy of the Shire and Region)

The proposal presented will not financially impact the community as it is based on full cost recovery for the Services to be provided.

Social – (Quality of life to community and/or affected landowners)

The continued provision of high-level Ranger Services in both local government areas has supported consistent compliance and enforcement in both local government districts, this enhances broad community safety. Additional benefits include flexible rostering that improves resourcing and adding the Shire or Waroona to the existing Murray after hours call service enables the Waroona community to contact the Shires outside normal business hours for predefined urgent matters. The ongoing alignment local laws continues to support consistent outcomes for common issues in both local government areas.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

There are no direct Policy implications. Several State Acts and associated Regulations are applicable to both the Shire of Murray and the Shire of Waroona. Existing appointments by both Shires enable Rangers to undertake enforcement and compliance functions.

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
-------------------	----------------

Low	Subject to adequate community engagement the risk of negative public comment is considered to be negligible.
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Consultation

Nil

Resource Implications

Financial

The cost of providing the Services proposed by the contract for the initial term of three years is provided, as follows (plus GST) and it is structured on a full cost recovery basis:

Year 1 - 1 July 2021 to 30 June 2022	\$275,172
Year 2 - 1 July 2022 to 30 June 2023	\$280,672
Year 3 - 1 July 2023 to 30 June 2024	\$286,288

Operating costs associated with the further term proposed (1 July 2024 to 30 June 2027) will be determined following a full review in June 2024.

Effective arrangements are already place with the Shire of Waroona incidental costs that may occur as a result of the Services provided, with any costs being fully recoverable (As an example prosecution costs).

For Council information the contract prices charged over the preceding six years in whole dollars, (plus GST) were:

1 July 2015 to 30 June 2016	\$236,277
1 July 2016 to 30 June 2017	\$243,365
1 July 2017 to 30 June 2018	\$250,666
1 July 2018 to 30 June 2019	\$260,859
1 July 2019 to 30 June 2020	\$267,268
1 July 2020 to 30 June 2021	\$275,172

Workforce

Sufficient resources are available within the Governance and Ranger and Emergency Services business areas to provide all of the Services envisaged by the contract arrangement.

Options

Council has the option of:

1. Supporting the recommendation, as proposed.
2. Rejecting the recommendation and determine an alternate position.

Conclusion

There is already a well-developed framework within the Murray-Waroona Resource Sharing Alliance Strategy that supports effective resource sharing. The proposal to continue sharing Ranger and Administration Services and further including Emergency Management functions by way of a formal contract arrangement with the Shire of Waroona continues to support this established framework. The contract prepared clearly documents the responsibilities and obligations of the Shires and it further provides statutory abilities to delegate.

6.4 Reciprocal Recreation/Leisure Centre Employee Benefits

File Ref: 1/2393
Previous Items: Nil
Applicant: N/A
Author and Title: Nicole Wilson, Murray Manager Integrated Planning
Declaration of Interest: Nil
Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION:

MOVED: Cr. McLarty

SECONDED: Cr. Cardilini

That Shire of Murray and Shire of Waroona employees can access the resource shared organisations Recreation/Leisure Centre under the same conditions that apply to the employees of that organisation.

CARRIED 5:0

In Brief

- It is proposed for Shire employees to access the resource shared organisations Recreation/Leisure Centre under the same conditions that currently apply to the employees of that organisation.
- Under the current employment arrangements, Shire of Murray employees wishing to utilise the pool, gymnasium, stadium, courts (including squash), group fitness classes and equipment hire at the Waroona Recreation and Aquatic Centre shall do so at no charge.
- Shire of Waroona employees will be entitled to a free My Choice Membership at the Murray Aquatic and Leisure Centre, and can upgrade to a My Lifestyle Membership at a cost of \$28.60 per quarter.

Background

As the resource sharing between Murray and Waroona evolves, new opportunities continue to be realised. The latest of which relates to reciprocal use of staff benefits at either Recreation/Leisure Centre.

Requests have been made for Shire employees to access the resource shared organisations Recreation/Leisure Centre under the same conditions that currently apply to the employees of that organisation.

In the past, there have been occurrences where the CEO has approved for Shire of Murray staff who are resource shared to the Shire of Waroona and living in Waroona, to utilise the Waroona Recreation and Aquatic Centre gymnasium under the same benefit as Shire of Waroona employees.

It is proposed to formalise a reciprocal arrangement that enables Shire of Murray employees to access the Shire of Waroona Recreation and Aquatic Centre under the same conditions as Shire of Waroona employees, and vice versa.

Report Detail

Under the current Shire of Murray Enterprise Bargaining Agreement, each full time and part time employee is entitled to free My Choice Membership at the Murray Aquatic and Leisure Centre. This entitles the employee to free use of either the pools, gymnasium or group fitness classes. The remaining two uses shall be discounted by 50% of the standard cost. Casual

employees may be entitled to a free My Choice Membership at the discretion of the CEO or his delegates.

Shire of Murray employees may choose to take on a My Lifestyle Membership at a cost of \$4.40 per fortnight via payroll deduction, entitling them to use of the pools, gymnasium, group fitness classes.

The Shire of Waroona employees are entitled to free access to the pool, gymnasium, stadium, courts (including squash), group fitness classes and equipment hire at the Waroona Recreation and Aquatic Centre.

It is proposed that Shire employees can access the resource shared organisations Recreation/Leisure Centre under the same conditions as the employees from that organisation. This would mean that under the current employment arrangements, Shire of Murray employees wishing to utilise the pool, gymnasium, stadium, courts (including squash), group fitness classes and equipment hire at the Waroona Recreation and Aquatic Centre shall do so at no charge. Shire of Waroona employees will be entitled to a free My Choice Membership at the Murray Aquatic and Leisure Centre, and can upgrade to a My Lifestyle Membership at a cost of \$28.60 per quarter.

Should the employee benefits relating to Recreation/Leisure Centre use at either organisation change, the revised arrangements will apply to this resource sharing initiative.

Statutory Environment

Nil.

Sustainability & Risk Considerations

Economic - (Impact on the Economy of the Shire and Region)

Social - (Quality of life to community and/or affected landowners)

Evidence has shown that active employees are healthier and more productive.

Environment – (Impact on environment's sustainability)

Nil.

Policy Implications

Nil.

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Low	The reciprocal arrangement for Recreation/Leisure Centre use would be terminated in the event that resource sharing arrangements ceased.

Consultation

- Feedback received from staff
- Shire HR departments / officers

Resource Implications

Financial

It is not anticipated that this arrangement will have any major financial implications.

Workforce

Nil

Conclusion

Reciprocal use of employee benefits to access the Recreation/Leisure Centres at the resource shared organisation may encourage more employees to take up gym memberships and become more active.

7. CONFIDENTIAL REPORTS

7.1 Report to Address CEO Key Performance Indicator – Resource Sharing (Confidential)

File Ref:

Previous Items: Nil

Applicant: N/A

Author and Title: Dean Unsworth, Chief Executive Officer

Declaration of Interest: Financial Interest

Voting Requirements: Simple Majority

Appendix 4 - 12

COMMITTEE RECOMMENDATION:

Moved: Cr. Cardilini

Seconded: Cr. McLarty

That the Committee suspends Meeting Procedures Local Law to allow for open discussion.

CARRIED 5:0

Meeting Procedures Local Law was suspended at 3.53pm.

COMMITTEE RECOMMENDATION:

MOVED: Cr. Walmsley

SECONDED: Cr. McLarty

That the Committee resumes Meeting Procedures Local Law.

CARRIED 5:0

Meeting Procedures Local Law resumed at 4.56pm.

COMMITTEE RECOMMENDATION:

MOVED: Cr. Bolt

SECONDED: Cr. McLarty

1. **That both Councils acknowledges that the Chief Executive Officer has met his Key Performance Indicator set by both the Murray and Waroona Councils, being:**
 - o *Develop a Strategy and Organisational Structure in the event of State Government enforced Local Government Reform by 30 September 2021.*
2. **That the CEO Resource Sharing Committee recommends Option 2 for further consideration at both the Murray and Waroona Shire Council's.**

CARRIED 5:0

8. GENERAL BUSINESS

Nil.

9. NEXT MEETING

To be advised.

10. CLOSURE

The meeting was closed at 5.03pm.



Murray-Waroona Resource Sharing Alliance Strategy

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Shire of Murray

80km
south of Perth

Covering
1,821km²

Population
18,336
2021, forecast.id

Employs
126.5
FTE employees

Shire of Waroona

104km
south of Perth

Covering
835km²

Population
4,650
2021, forecast.id

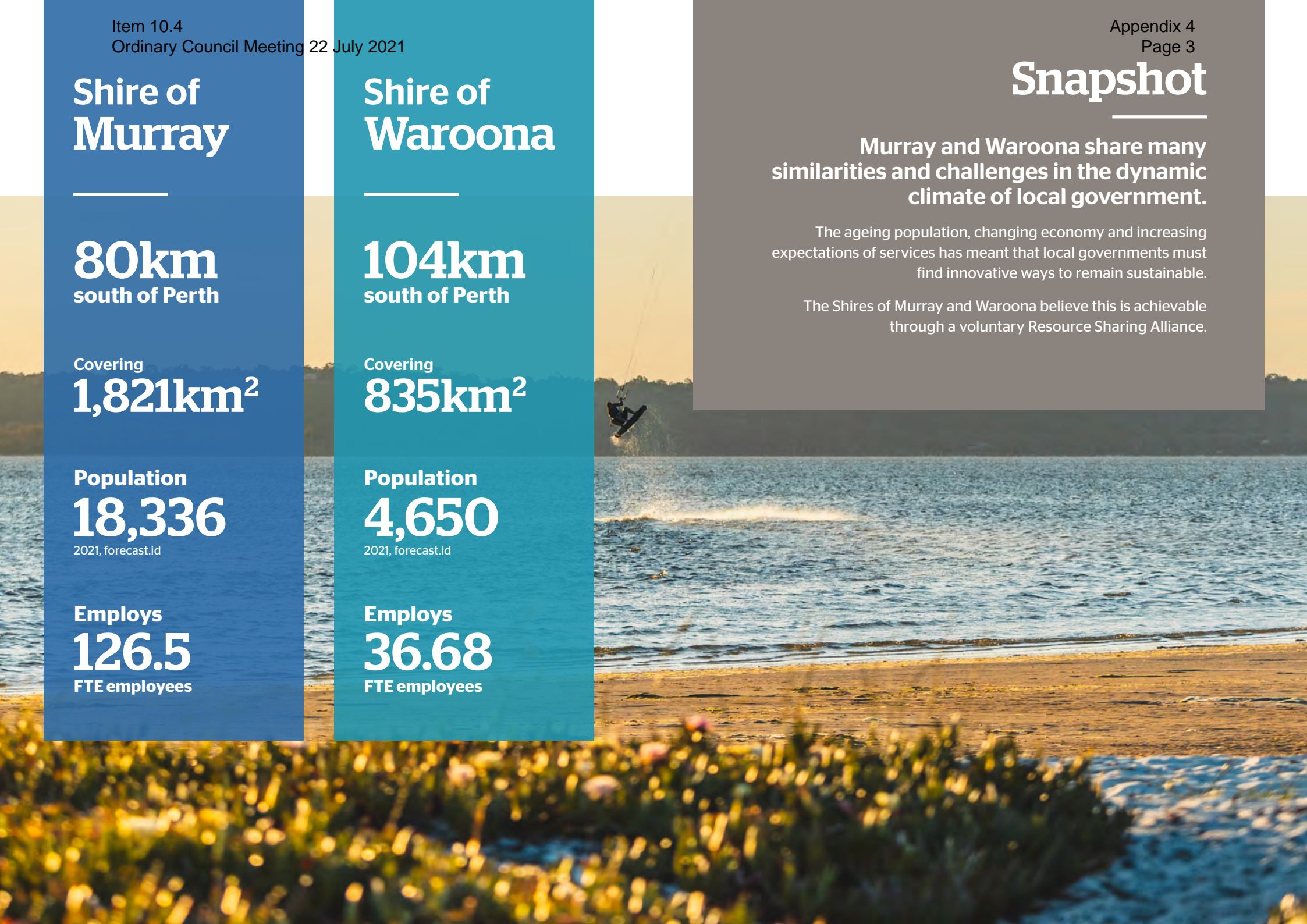
Employs
36.68
FTE employees

Snapshot

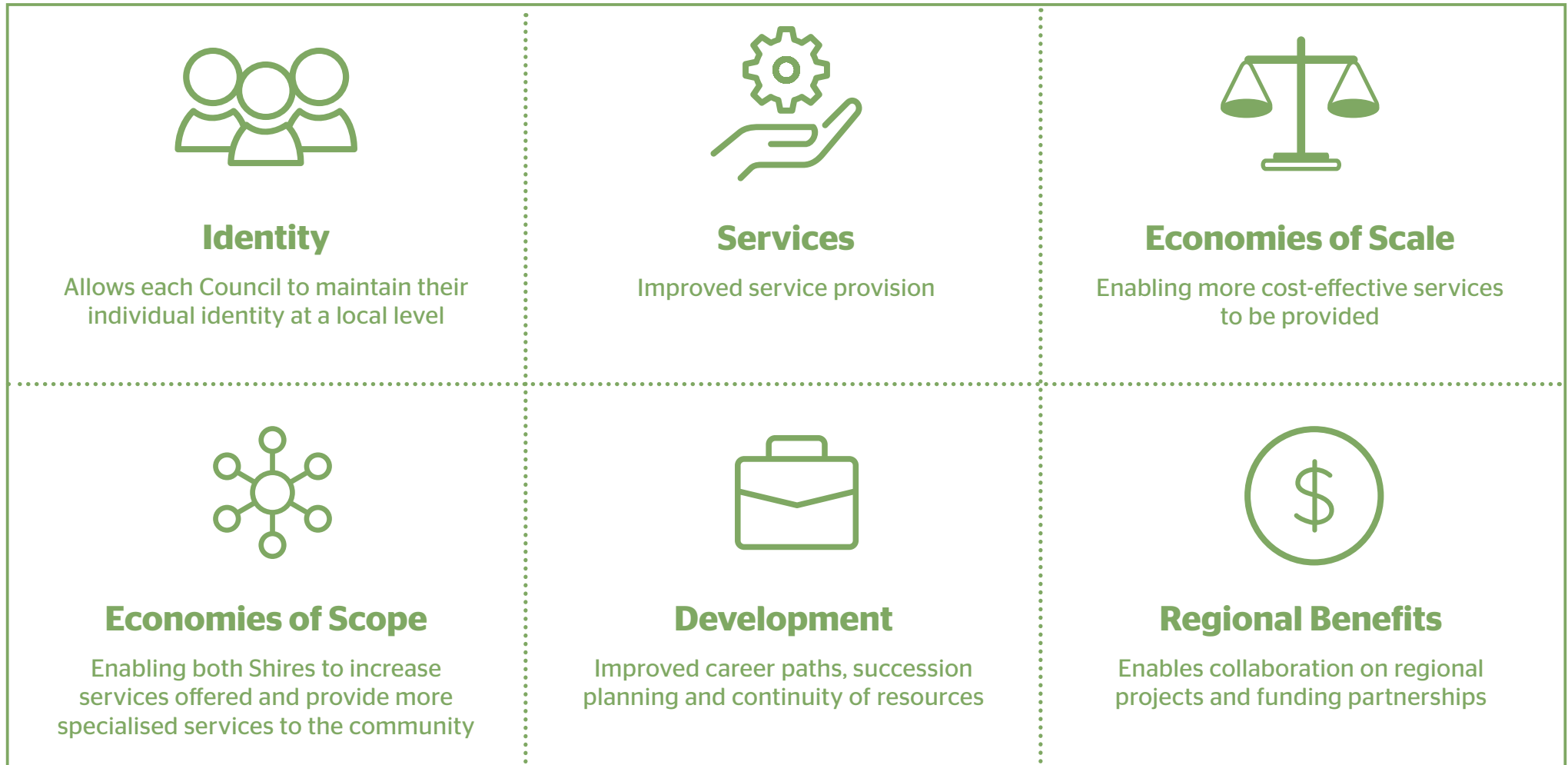
Murray and Waroona share many similarities and challenges in the dynamic climate of local government.

The ageing population, changing economy and increasing expectations of services has meant that local governments must find innovative ways to remain sustainable.

The Shires of Murray and Waroona believe this is achievable through a voluntary Resource Sharing Alliance.



Benefits of Resource Sharing



History of Resource Sharing Arrangements

In September 2019, the Shires of Murray and Waroona saw an opportunity to extend their existing Information Technology, Environmental Health and Ranger Services resource sharing arrangement by employing a shared Chief Executive Officer. Each council initially resolved to proceed with the agreement for a trial period of one year, however in February 2020 the agreement was extended for five years, now expiring in February 2025.

The intent of the resource sharing agreement is to improve service provision for both Murray and Waroona communities by working collaboratively to further identify opportunities to share costs and resources. The Murray-Waroona Resource Sharing Alliance Strategy has been developed to outline the specific initiatives that will be implemented over the next four years to achieve this.

About the Murray-Waroono Alliance Strategy

Integrated Planning Framework

The framework, introduced by the State Government in 2010, requires each local government to have a Strategic Community Plan, a Corporate Business Plan and other informing strategies in place to ensure the future provision of services is sustainable.

This document, the Murray-Waroono Resource Sharing Alliance Strategy, compliments each aspect of the integrated planning process, encouraging the integration of resource sharing efficiencies at each aspect.



Vision and Mission

Shared Vision

Working in partnership to strengthen the environmental, economic and social futures of the Shires of Murray and Waroono.

Shared Mission

We will work collaboratively by sharing resources and services to achieve service excellence, continued improvement and a commitment to outcomes.

The Strategic Community Plan for each individual Shire expresses long-term, community aspirations that have been developed through extensive consultation. It is an overarching document, spanning a 10 year period.

The Corporate Business Plans, which are four year planning documents, activate the objectives of the Strategic Community Plans and inform the annual budget process to ensure the priorities of the community are strategically aligned and affordable.

Murray Organisational Structure



Joint Murray-Waroona Chief Executive Officer

Office of the CEO

- Governance
- Ranger and Emergency Services
- Investment Attraction
- Communications and Marketing
- Councillor Services
- Administration Support

Corporate Services

- Information Technology
- Rates
- Integrated Planning
- Records
- HR and OHS
- Murray Aquatic and Leisure Centre

Planning and Sustainability

- Planning and Sustainability
- Strategic Development
- Building Services
- Environmental Health
- Environmental Services
- Administration Support

Place, Community and Economic Development

- Placemaking
- Tourism
- Economic Development
- Events
- Murray Library
- Community Development
- Sport and Recreation
- Youth
- Customer Service

Infrastructure Services

- Design and Survey
- Operations Centre
- Parks and Gardens
- Civil Works
- Waste and Fleet
- Administration Support

Waroona Organisational Structure



Joint Murray-Waroona Chief Executive Officer

Office of the CEO

- Communications and Marketing
- Emergency Management
- Councillor Services
- Information Services
- Ranger Services

Corporate Services

- Finance
- Human Resources and OSH
- Records
- Customer Service
- Corporate Compliance
- Asset Management
- Licensing Services

Development Services

- Town Planning
- Strategic Planning
- Building Services
- Environmental Health
- Cleaners
- Environment Services

Place, Community and Economic Development

- Economic Development
- Place and Community Development
- Recreation Centre
- Tourism

Technical Services

- Infrastructure Services
- Operations
- Parks and Gardens
- Waste Services

Actions and Projects

The Murray-Waroonna Resource Sharing Alliance will deliver on a number of actions and projects.

Focus areas include:

- Corporate Services
- Technical Services
- Governance, Emergency Services and Rangers
- Place, Community Development, Tourism, Recreation and Libraries
- Office of the CEO
- Planning, Building, Environmental Health and Economic Development
- Communications, Marketing and Customer Service



Focus Area: Corporate Services

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Maintain existing Information Technology resource sharing arrangements	Information Services	X	X	X	X
Review the Information Technology Resource Sharing Agreement	Information Services	X			
Investigate and implement Information Technology resource sharing efficiencies	Information Services	X	X	X	X
Implement the Occupational Safety and Health resource sharing arrangement	Corporate Services	X	X		

Focus Area: Technical Services

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Undertake a review of the medium and long-term organisational structures and services, and consider synergies between both organisations.	Operations	X	X	X	X
Develop a strategy and organisational structure in the event of State Government enforced Local Government Reform	Operations	X	X	X	X

Focus Area: Office of the CEO

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Maintain a shared Chief Executive Officer	Office of the CEO	X	X	X	X

Focus Area: Governance, Emergency Services and Rangers

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Maintain existing Ranger and Emergency Services resource sharing arrangements	Rangers and Emergency Services	X	X	X	X
Maintain a shared Community Emergency Services Coordinator in collaboration with the Department of Fire and Emergency Services	Rangers and Emergency Services	X	X	X	X
Maintain a shared Bushfire Risk Planning Coordinator in collaboration with Department of Fire and Emergency Services and the Shire of Harvey	Rangers and Emergency Services	X			
Review, Develop and Align Local Laws	Governance	W: \$15,000 M: \$10,000			
Review, Develop and Align Council Policies	Governance	X	X	X	X
Review, Develop and Align Leases	Governance	X	X	X	X
Maintain the amalgamated Murray and Waroona Local Emergency Management Committees	Rangers and Emergency Services	X	X	X	X

Focus Area: Place, Community Development, Tourism, Recreation and Libraries

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Maintain a shared Coordinator Sport and Recreation	Place and Community	X	X	X	X

Focus Area: Planning, Building, Environmental Health and Economic Development

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Maintain a joint Planning and Sustainability directorate	Planning and Sustainability	X	X	X	X
Progress the Preston Beach Foreshore Management Plan	Environmental Services	X	X	X	X
Prepare an environmental audit report to outline the Waroona State of Environment	Environmental Services	X	X	X	X
Prepare Local Landuse Planning Strategy and Local Planning Scheme	Planning and Sustainability	W: \$70,000			
Provide a shared Landuse Planning Service	Planning and Sustainability	X	X	X	X
Expand economic partnerships with other Local Governments and State Agencies	Economic Development	X	X	X	X
Secure water resources for the future of the region	Economic Development	X	X	X	X

Focus Area: Communications, Marketing and Customer Service

Project and Actions	Lead Department	2021/22	2022/23	2023/24	2024/25
Engage a Digital Communications Officer	Communications and Marketing		W: \$63,700 M: \$27,300	W: \$63,700 M: \$27,300	W: \$63,700 M: \$27,300
Develop and Implement the Waroona Communications and Engagement Strategy	Communications and Marketing		W: \$23,100	W: \$23,450	W: \$23,800

Reviewing and Reporting

The Murray-Waroona Resource Sharing Alliance will be primarily be monitored and reviewed by the CEO Resource Sharing Committee.

The Committee comprises of the Shire President, Deputy Shire President and one councillor from each local government, and aims to identify opportunities for resource sharing that will improve the effectiveness and efficiency of service delivery provided by the two Councils.

In addition to the CEO Resource Sharing Committee, the success of the Murray-Waroona Resource Sharing Alliance Strategy will be measured through:

- Internal staff perception survey undertaken each year
- Delivery of projects on time and on budget
- Regular progress reporting to Council and the community
- Progress on the delivery of the Strategy will be reported in the Shire's Annual Report

The Murray-Waroona Resource Sharing Alliance Strategy will be reviewed annually in conjunction with each organisation's Corporate Business Plan.






Photo credit excluding page 12: *Chad Gerber*
Photo credit page 12: *Visit Mandurah and Russell Ord*

Item 10.4
Ordinary Council Meeting 22 July 2021



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 /ShireofMurray
 @ShireofMurray
 ShireofMurray



T: 08 9733 7800
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warshire@waroona.wa.gov.au
www.waroona.wa.gov.au

Appendix 4
Page 14

 /ShireofWaroona

Valuation Report



45 Culeenup Road, North Yunderup WA 6208

As at 23 March 2021
Prepared for Shire of Murray
Our Ref JB2320236

Perth

Herron Todd White (Western Australia) Pty Ltd
ABN 16 096 723 590

PO Box 926
Subiaco WA 6904
Level 3, 516 Hay Street
Subiaco WA 6008

Telephone 08 9388 9288
perth@htw.com.au
htw.com.au

Address	45 Culeenup Road, North Yunderup WA 6208
Date of Inspection	23 March 2021
Date of Valuation	23 March 2021
Date of Issue	12 April 2021
Prepared For	Shire of Murray 1915 Pinjarra Road Pinjarra WA 6208
Purpose of Valuation	Current Market Value for Pre-Purchase Purposes only. This valuation report is for the use of and may be relied upon only by the party/parties to whom it is addressed. No other parties are entitled to use or rely upon it and the valuer does not assume any liability or responsibility to any other party who does so rely upon the valuation without the express written authority of Herron Todd White (Western Australia) Pty Ltd.
Definition of Market Value	The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.
Real Property Description	Lot 1 Plan: 6300 Volume/Folio: 1162/800 Title Search - We have sighted a copy of the Certificate of Title and have appended to the rear of this report. As at the date of Title search, there were no encumbrances listed on the Certificate of Title. Should any of the details in the supplied title search be incorrect then we reserve the right to review our valuation. Should any encumbrance not noted within this report be discovered, the valuer should be consulted to reassess any effect on the value stated in this report. A Local Authority search has not been carried out and it is assumed the property is free of requisitions.
Land Area	1065 square metres Approximate site dimensions: Frontage: 24.94 metres; Depth: 50.29 metres; Shape: slightly irregular shaped
Registered Proprietor	The Country Women's Association Of Western Australia Inc. Registered 21/8/1953
Local Authority	Shire Of Murray
Zoning	Special Use
Town Planning Scheme	Murray Town Planning Scheme No 4
Zoning Effect/Permitted Use	See additional comments It should be noted that we have not sighted any town planning approvals for the subject property. Our valuation is based on the assumption that all of the improvements have been fully approved by the relevant authorities.
Services	Electricity, mains sewerage, telephone, town water and bottled gas are connected to the property. Culeenup Road is a sealed typical suburban street with no kerbing with no footpath.
Location	North Yunderup is an established locality situated on the banks of the Murray River



some 72 km south of the Perth CBD. Development within North Yunderup is mixed ranging from older style, modest quality residences to more recent development. Limited community infrastructure is currently provided within North Yunderup however a full complement of community infrastructure is provided with the Mandurah Townsite some 7 km to the north west.

We have identified the property from the Cadastral Map, Street Address and Certificate Of Title.

Neighbourhood

This is an established residential area with varying quality property surrounding.

Site Description

The subject property is a slightly irregular shaped, near level, inside lot with a suitable building site which is naturally contoured and positioned at road level. The lot is cleared and faces south-west with no significant views. Access to the property is easy and direct.

Improvements

As at the date of inspection, the property is improved with a circa 1954 built, 138sqm asbestos / iron community hall. The improvements were in good condition at the date of inspection, having been recently upgraded.

Refer to photographs in the Annexure section of this report.

Environmental Statement

To the best of the valuer's knowledge, the land is not affected by unstable, hazardous or toxic soil material, however, no searches have been undertaken in this regard. If you have any concerns, we recommend that you appoint a contamination consultant to confirm the state of the land inspected.

The right is reserved to review and, if necessary, vary the valuation figure if any contamination or other environmental hazard is found to exist.

Bushfire Zone - Our investigations have revealed that the property is located within a designated bushfire prone area. This imposes additional bushfire protection standards for any building works within the designated area. Refer to Mapping in Annexures

Flood Plain - The subject property is located within an identified flood way zone (Murray River). This imposes building and setback criteria for any building works within the designated area. Refer to Mapping in Annexures

Restrictions/Limitations

We note that the property is listed on the Shire of Murray Municipal Heritage Registry as a place of local significance, as it 'contributes to the heritage of the locality'. Refer to Mapping in Annexures

To the best of the valuer's knowledge the subject property is not affected by landslip or resumption matters, however, no searches have been undertaken in this regard.

Valuation Rationale

The Direct Comparison Approach is considered the most appropriate method of valuation. In this approach the property to be valued is directly compared to recent sales of similar property to establish a current market value.



Sales Evidence

Recent sales in the area include:

Address	Sale Date	Sale Price
24 Murray Bend Drive, Ravenswood WA 6208	14/10/2020	\$199,000
<p>Brief Comments: A circa 1966, 2 bedroom, 1 bathroom older style dwelling with asbestos walls and corrugated iron roof. Land Area 1012 sqm. Backs onto the busy Pinjarra Road. Located in a BAL area. Not located in a flood plain area.</p> <p>In Comparison to Subject: Inferior location. Slightly inferior land area. Superior overall improvements. Overall similar.</p>		
10 Watson Avenue, Coodanup WA 6210	15/10/2020	\$205,000
<p>Brief Comments: A circa 1972, 2 bedroom, 1 bathroom single level dwelling with asbestos walls and iron roof. Areas: living - 95 sqm. Land Area 1012 sqm. Largely original internal condition. Not located in a BAL area. Not located in a flood way.</p> <p>In Comparison to Subject: Inferior street appeal. Slightly inferior land area. Similar location. Superior overall improvements. Overall slightly superior. A more conventional residential zoning.</p>		
7 Yunderup Road, South Yunderup WA 6208	12/01/2021	\$215,000
<p>Brief Comments: Comprises a regular shaped, narrow, 1227 sqm vacant lot. **Resale. ☐☐ Located in a BAL area. ☐☐ Located in a 1 in 100 (1%) flood plain area.</p> <p>In Comparison to Subject: Slightly superior land area. Superior location. Overall superior.</p>		
25 Culeenup Road, North Yunderup WA 6208	16/03/2021	\$233,000
<p>Brief Comments: Advised under contract - subject to confirmation. Comprises a slightly irregular shaped 2193 sqm vacant lot. ☐☐ Located in BAL area. ☐☐ Located in a 1 in 10 (10%) flood plain area.</p> <p>In Comparison to Subject: Similar location. Superior land area. Overall superior.</p>		

Market Commentary

Despite the overall general improvement in confidence experienced across most markets at the start of 2020, the Coronavirus COVID19 pandemic was forecast to have a significant impact on global economic growth and the Australian economy and as a result, it was considered likely to have a detrimental impact on the property market. State and Federal Governments imposed numerous restrictions intended to stem the spread of the virus, which varied from state to state, but included restrictions on capacity of enclosed areas, and strict restrictions on travel both into and out of Western Australia. In 2021, we are seeing these restrictions become more erratic as outbreaks of the virus occur in different areas of the country. An unforeseen flow on effect of the virus has been the impact of extensive government stimulus packages combined with record low interest rates and positive net migration back into Western Australia. These factors have had a positive effect on the property market, with a significant increase in demand being experienced in many markets and a corresponding increase in values over a relatively short period of time. Given the reaction to stock markets when an outbreak of the virus is announced, it is obvious that the market is volatile at present. It is likely that the property market more broadly will experience a greater level of uncertainty, and some (or all) sectors are likely to experience a period of fluctuating buyer demand which could lead to a rise and a corresponding fall in values until the situation stabilises.



**Market Commentary
cont.**

The Real Estate Institute of WA has reported that the December 2020 quarter median house price was \$480,000 which is unchanged from the September 2020 quarter median and on an annual basis has remained stable. Due to the generally strong market conditions currently being experienced in 2021, it is envisaged that the median house price will increase for the March 2021 quarter. Notably, the average number of selling days has greatly reduced over from 50 days in June 2020 to 22 days in December 2020, and the volume of sales greatly increased from 5,364 to 7,272 over the same period. As at mid February 2021 total listings had considerably decreased over the previous year from circa 12,600 to circa 7,800 reflecting firming market conditions. There are a number of contributing factors including but not limited to record low interest rates and the improved rental market whereby owners are in a better position to retain property rather than sell.

These statistics show that the general Perth market has greatly improved despite the Covid-19 crisis. We continue to observe that market activity is inconsistent and that an over supply of established property is still evident in some lower end markets or typically the first home buyer's market whilst a shortage of stock is evident in many Perth suburbs that are contained within a 10km radius of the city. Vacant land sales have eased from the June Qtr hype that was evident due to the implementation of the State and Federal Government's stimulus packages for residential construction. The median land price is currently at \$245,000 for the December quarter, a 2.3% change year-on-year. This increase does not take into account the virtual abolishment of rebates within land contracts.

Within this particular locality, the market has improved with increased demand and a steady volume of sales occurring.

Property Comments

As at the date of inspection the subject property comprised a circa 1953 built, 138sqm fibro / iron hall that is owned by the Country Women's Association.

The subject property is a slightly irregular shaped, near level, inside lot with a suitable building site which is naturally contoured and positioned at road level.

The lot is cleared and faces south-west with no significant views. Access to the property is easy and direct. Land Area 1065 sqm.

Discussions with the Shire of Murray Town Planning Department reveal that the subject property has an underlying 'Special Use' zoning, which specifically relates to relates to its current use as a Community Hall. Any alternate use of the site would require a 'change of use' application with the local authority.

We note that the property is listed on the Shire of Murray Municipal Heritage Registry as a place of local significance, as it 'contributes to the heritage of the locality'. Whilst we note that the subject property has a relatively low 'C class' classification, we understand that any proposed alterations to the property would require the engagement of a conservation / heritage consultant.

Furthermore, we note that the property falls within a BAL area and is within a 1 in 10 (10%) floodplain.

These detrimental factors have been considered in our assessment.

General Comments

Our investigations have revealed an absence of recent comparable sales evidence of similarly zoned 'Special Use - Community Hall' type properties in the broader locality, as they rarely sell on the open market.

Whilst the subject improvements are considered to be in good condition for their age, having been recently upgraded, given the nature of the property, and its zoning, heritage and environmental constraints, we have concluded that the insitu improvements have only nominal added value in their current form.

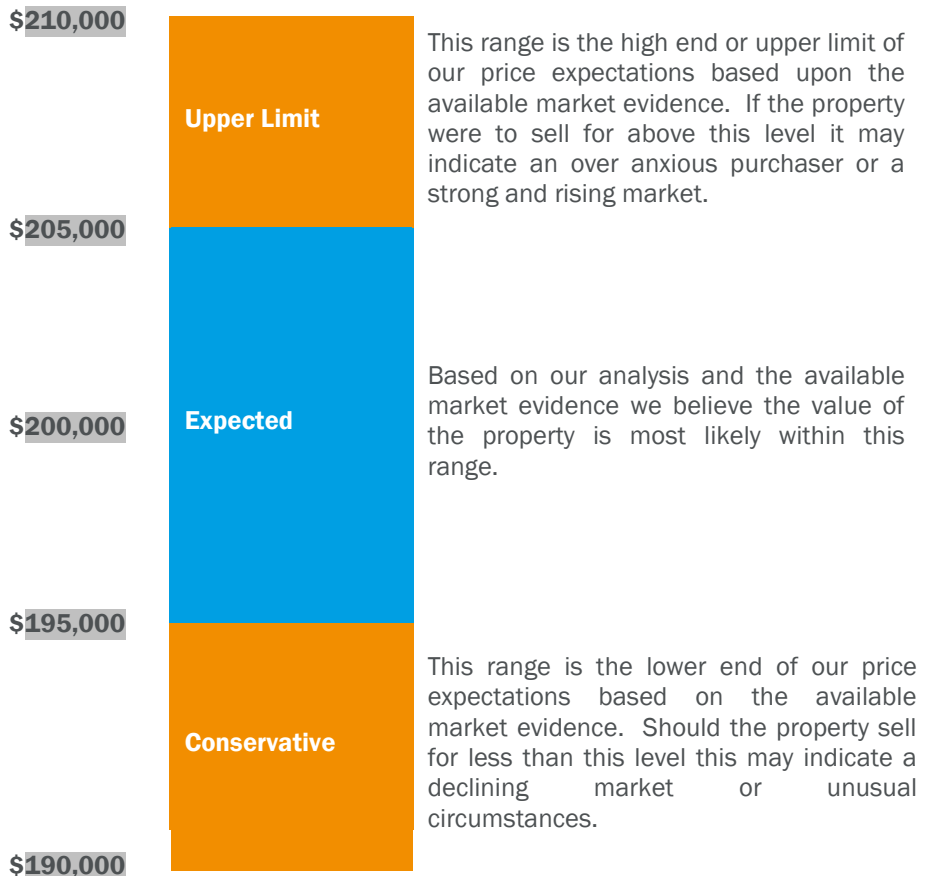


As the heritage classification would appear to prevent demolition of the improvements, and the zoning and kerbside appeal would render a conversion to residential use problematic, there is considered to be very little appeal for the subject property on the open market.

The most likely purchaser of the subject property would be either the local authority, or another 'not for profit group / charity' who would seek to continue the current 'community' use.

After consideration of all relevant factors, we consider the subject property to have a current market value range in the order of \$190,000 to \$210,000 to which we have adopted \$200,000 representing the mid point of this range.

Level of Market Activity	Strengthening Sales Activity
Selling Period	0 to 6 months <input type="checkbox"/> We consider the property would sell at or near the assessed value assuming proper marketing within a selling period of up to 6 months.
Market Value Range	We consider the current market value of this property is within the range depicted below:



VALUATION

Based on the Direct Comparison Approach, we have assessed the current market value 'as is' of the subject property as at 23/03/2021 at Two Hundred Thousand Dollars:

Land as Established	\$175,000
Added Value of Improvements	\$25,000

Current Market Value 'As Is'	\$200,000
-------------------------------------	------------------

Our valuation is on the basis the property is input taxed and free of GST. We are not privy to the financial circumstances of the current owner(s) nor previous transactions upon the property which may impact upon the status of the property in relation to GST. Should the property not qualify as GST free, our assessment is inclusive of GST.



David Gregory

AAPI - Certified Practising Valuer
API No: 65134
WA Licensed Valuer No. 44160



Caleb Weatherston

AAPI - Certified Practising Valuer
API No: 76268
WA Licensed Valuer No. 44670

The opinion of value expressed in this report has been arrived at by the prime signatory alone. The counter signatory of this valuation has not undertaken any part of the valuation process and has only signed this valuation report to verify it as an original Herron Todd White valuation report.



Certification and Qualifications:

Coronavirus (COVID-19) Pandemic

The market that the property/asset is transacted and/or valued in is being impacted by the uncertainty that the COVID-19 outbreak has caused. Market conditions are changing daily at present. As at the date of valuation we consider that there is a market uncertainty resulting in significant valuation uncertainty. This valuation is current at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period of time (including as a result of factors that the Valuer could not reasonably have been aware of as at the date of valuation). We do not accept responsibility or liability for any losses arising from such subsequent changes in value. Given the valuation uncertainty noted, we recommend that the user(s) of this report review this valuation periodically.

Reliance and Disclosure

The Report has been prepared for the private and confidential use by the party to whom it is addressed. This valuation is for the use of and may be relied upon only by the party/parties to whom it is addressed. No other parties are entitled to use or rely upon it and Herron Todd White does not assume any liability or responsibility to any other party who does so rely upon the valuation without the express written authority of Herron Todd White. The whole Report must be read and any failure to do so will not constitute reliance by such party asserting reliance on the Report. Neither the whole nor any part of this valuation or any reference thereto may be included in any published documents, circular or statement, nor published in part or full in any way, without the written approval from Herron Todd White including the form and context in which it may appear.

Market Movement & Report Expiry

This valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period of time (including as a result of general market movements and factors specific to the particular property). We do not accept responsibility or liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume responsibility or accept liability where the valuation is relied upon after the expiration of 90 days from the date of the valuation or such earlier date if you become aware of any factors that have an effect on the valuation. However, it should be recognised that the 90 day reliance period does not guarantee the value for that period; it always remains a valuation at the date of valuation only.

Comparative Sales Evidence

The comparative sales used in this valuation report are considered the most relevant sales based on our research, both in terms of physical comparability to the subject property and allowing for market changes between comparable sales and valuation date. In many cases, we have not physically inspected the interior of the sales evidence quoted and have relied on the details of the sales evidence as recorded in available property sales databases or third party sources. We therefore cannot guarantee the accuracy of the information provided.

Full Disclosure & Reasonably Available Information

The instructing party acknowledges its responsibility for full disclosure of relevant information and undertakes to provide all documents in its possession that may have an effect on the service to be provided. This valuation is based upon information reasonably available to the valuer as at the date of issue in accordance with usual valuation practices.

Definition of Highest and Best Use

The use of an asset that maximises its potential and that is physically possible, legally permissible and financially feasible.

Definition of Market Value

The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Service-Providing Entity

The entity which has provided this valuation is solely the entity named on this report (with its associated ACN/ABN). No other entity forming part of or associated with the Herron Todd White Group is liable. From time to time, the associated invoice for services may be issued by another Herron Todd White entity other than the service-providing entity named on this report. If this occurs, no professional liability is extended to the entity named on the invoice.

Conflict of Interest

Neither the valuer, nor to the best of their knowledge, any member of this firm, has any conflict of interest, or direct, indirect or financial interest in relation to this property that is not disclosed herein.

Supervising Member's Counter Signatory

The opinion of value expressed in this report has been arrived at by the prime signatory alone.

The Supervising Member who has countersigned this report declares - 'I, the counter signatory, hereby confirm that I have reviewed the valuation and working papers in the capacity as Supervising Member and I am satisfied that the opinion of value contained in the valuation has been reached based on reasonable grounds.'

For the avoidance of doubt, the counter signatory has not inspected the property and as such (under the API professional practice) can not be an author of this report, and is confirming prima facie that the methodology used by the author of the report (the prime signatory) is sound.

GST

This valuation has been undertaken on the basis that GST is not applicable. This valuation is prepared on the assumption that the subject property does not constitute a 'new residential premises' as defined under ATO Ruling GSTR 2003/3. Further it is assumed that the subject property will transact as a residential property between parties not registered (and not required to be registered) for GST. The market valuation herein reflects a market transaction to which GST is not applicable.

Land Dimensions / Area

We advise that we have not searched or been provided with a copy of the Registered Plans and that any dimensions or land areas quoted in this report have been obtained from third party information sources and whilst endeavours have been made to verify such information we accept no responsibility for inaccuracy of any information provided and relied upon.



Easements and Encumbrances

We advise that this valuation is based on the assumption that there are no easements or encumbrances or other title defects which would have any adverse effect on the value or marketability of the property. We recommend that a full title search be carried out and that until such time as that search is undertaken and considered by the valuer, no reliance should be placed on the valuation report. Should any such easement or encumbrance or other like affectation on title become apparent, the valuer should be consulted and reserves the right to reassess any effect on the value stated in this report.

Environmental / Contamination

We advise that the inspection of the subject property did not reveal any obvious visible environmental or contamination concerns to the valuer. The client acknowledges and recognises that the valuer is not an expert in identifying environmental or contamination hazards and compliance requirements affecting properties. The valuer will not be held liable nor responsible for his/her failure to identify all such matters of environmental or contamination concern and the impact which any environmental or contamination related issue has on the property and its value including loss arising from site contamination; or the non-compliance with environmental laws; or costs associated with the clean up of the property to which an environmental hazard has been recognised, including action by the Environmental Protection Agency to recover clean up costs pursuant to the relevant Environmental Protection Act. Should any environmental or contamination concerns become apparent, the valuer should be consulted and reserves the right to reassess any effect on the value stated in this report.

Flood Search

We advise that we have not undertaken a formal search to confirm whether or not the property is subject to flooding or other impediments caused by excess water saturation. Should any flooding or other impediments caused by excess water saturation concerns become apparent, the valuer should be consulted and reserves the right to reassess any effect on the value stated in this report.

Pest & Termite Infestation

We advise that the inspection of the subject property did not reveal any obvious visible pest or termite infestation within reasonably accessible areas to the valuer. The client acknowledges and recognises that the valuer is not a pest inspector / pest expert. The absence of pests, including termites, can only be confirmed by a suitably qualified expert after a comprehensive inspection and the use of specialist equipment. Should any pest or termite infestation concerns become apparent, the valuer should be consulted and reserves the right to reassess any effect on the value stated in this report.

Site Survey / Encroachments

We advise that a survey report has not been sighted and our inspection has revealed that there do not appear to be any encroachments upon or by the property. This valuation is made on the assumption that there are no encroachments by or upon the property and that this should be confirmed by a current survey report and/or advice from a registered surveyor. We are not surveyors. Should any encroachments or other affectations be noted by the survey report, the valuer should be consulted and reserves the right to reassess any effect on the value stated in this report.

Town Planning, Building and Other Searches

We advise that a search with the appropriate Council or other relevant authorities has not been carried out or has not been obtained and therefore this valuation has been undertaken on the assumption that all necessary and appropriate town planning and/or building, consents, approvals and certifications have been issued for the use and occupation of the improvements as more fully described in this report. It is recommended that all appropriate consents, approvals and/or certifications as referred to above be obtained. Should any affectations become apparent, the valuer should be consulted and reserves the right to reassess any effect on the value stated in this report.

Property Related Tax Implications

Herron Todd White are not taxation experts and we provide our valuation assessment and any associated sales, rental or feasibility analysis, independent of any consideration of income tax, capital gains tax or any other property related tax implications that may be associated directly or indirectly with the subject property.

Utility Services

We advise that the valuer has not tested any of the services. Should any utility service concerns become apparent, the valuer should be consulted and reserves the right to reassess any affect on the value stated in this report.

Liability limited by a scheme approved under Professional Standards Legislation.

Annexures

Photographs
Zoning Map
Aerial Map
Location Mapping
BAL Mapping
Flood Way Mapping
Heritage Mapping
Aboriginal Heritage Mapping
Certificate of Title
Certificate of Title Sketch
Letter of Instruction





Front Elevation



Internal



Kitchen



Bathroom



Disabled Bathroom



Kitchen / Appliances





Rear boundary fence



Rear Elevation

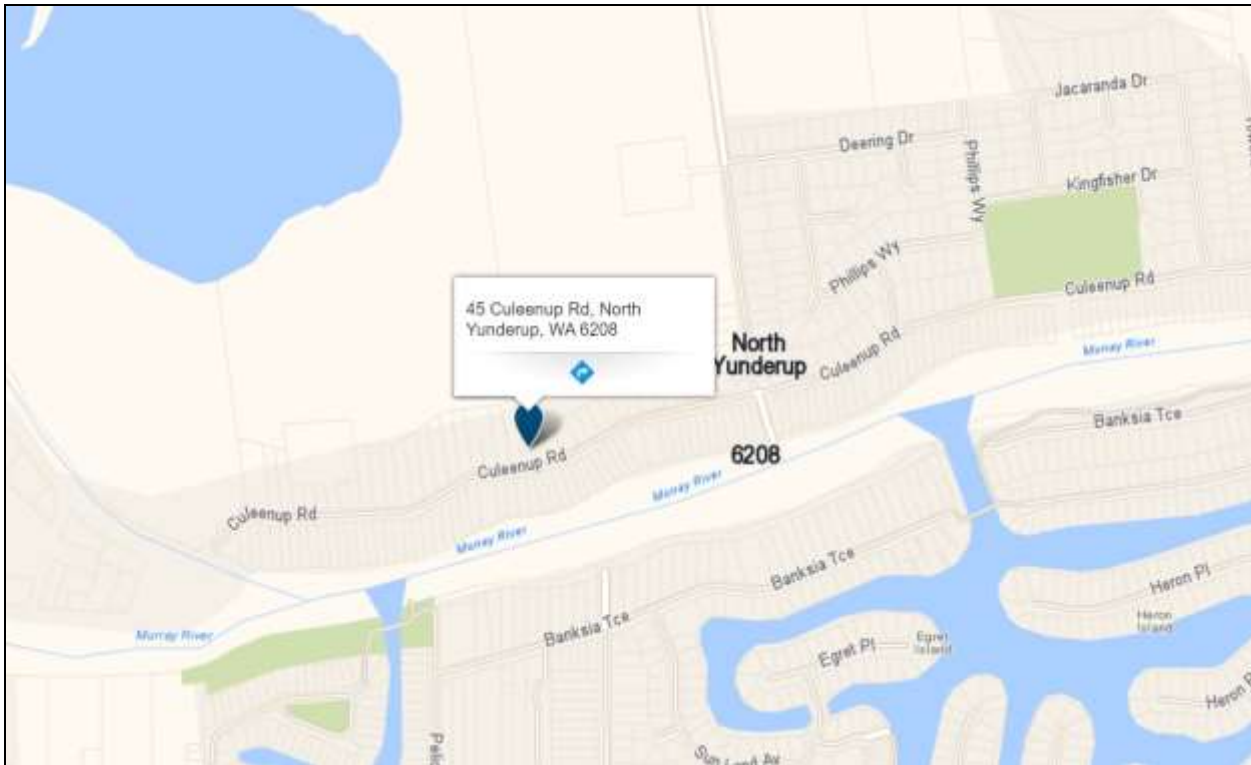


Side Elevation



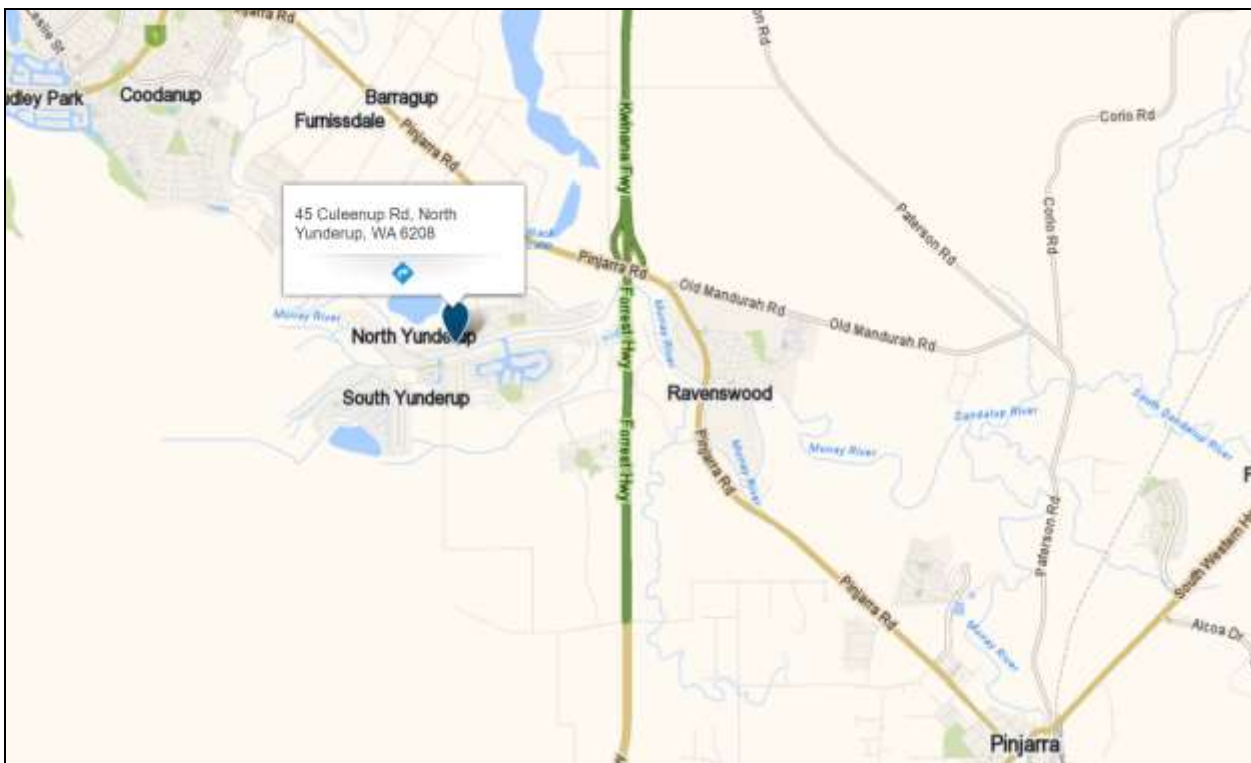
Zoning Map





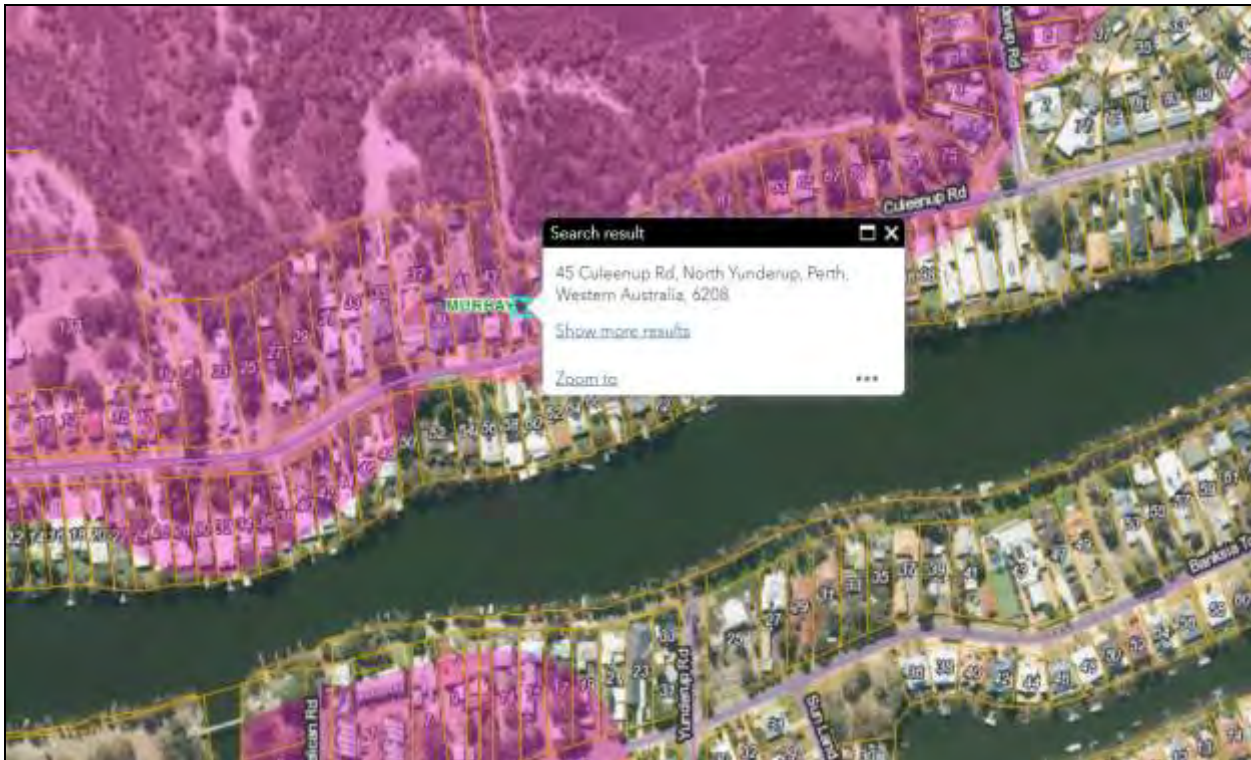
Source – Whereis.com

Regional Mapping



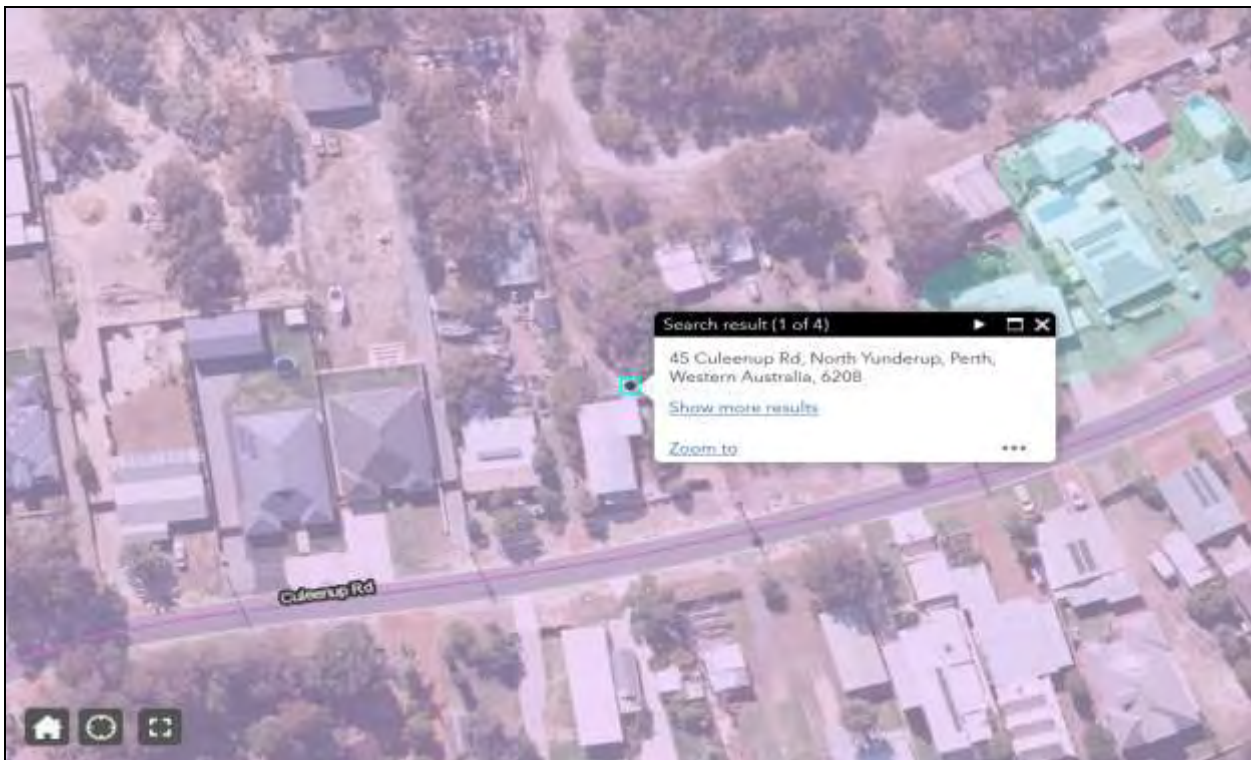
Source – Whereis.com





Source – DFES

Flood Way Mapping



Source – Department of Water






Source – Inherit

Aboriginal Heritage Mapping



Source – SLIP Mapping

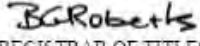


 WESTERN AUSTRALIA	REGISTRATION NUMBER 1/P6300
DATE OF FIRST ISSUE N/A	DATE OF THIS EDITION N/A

RECORD OF CERTIFICATE OF TITLE
 UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

VER. 1162 FOLIO 800


 REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 1 ON PLAN 6300

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

THE COUNTRY WOMEN'S ASSOCIATION OF WESTERN AUSTRALIA INC OF SECOND FLOOR, BOANS LIMITED,
 MURRAY STREET, PERTH

(T T14406/1953) REGISTERED 21/8/1953

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
 * Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title
 Lot as described in the land description may be a lot or location.


-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND:	1162-800 (1 P6300)
PREVIOUS TITLE:	1162-797
PROPERTY STREET ADDRESS:	45 CULEENUP RD, NORTH YUNDERUP.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF MURRAY

LANDGATE COPY OF ORIGINAL NOT TO SCALE 18/03/2021 03:00 PM Request number: 61767475


 www.landgate.wa.gov.au

Source – Landgate



Superseded - Copy for Sketch Only

ORIGINAL

Transfer 1162/1953 (10106)
Application
From Folios 797
33162/55


WESTERN AUSTRALIA.


REGISTER BOOK.
Vol. 1162 Fol. No. 800

ET 1162 0000 F

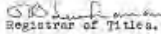

Certificate of Title

under "The Transfer of Land Act, 1893" (26 Vic. 14, Sec. 3)

The Country Women's Association of Western Australia (Incorporated) of Second Floor, Bona Limited, Murray Street, Perth, is now the proprietor of an estate in fee simple subject to the easements and encumbrances notified hereunder in all that piece of land delineated and coloured green on the map hereon containing one rood two and one-tenth perches or thereabouts, being portion of Cockburn Bound Location 16 and being Lot 1 on plan 6300.



Dated the twenty-first day of August One thousand nine hundred and fifty-three


Registrar of Titles.

For encumbrances and other matters affecting the land see back.

LANDGATE COPY OF ORIGINAL NOT TO SCALE 18/03/2021 03:00 PM Request number: 61767475


www.landgate.wa.gov.au

Source - Landgate



INSTRUCTION FORM – INDEPENDENT PROPERTY VALUATION

In order to proceed with the valuation please complete the required information and return this instruction form to the relevant office as detailed below.

Office:	Herron Todd White (Western Australia) Pty Ltd
Postal address:	PO Box 926 Subiaco WA 6904
Fax:	08 9388 8660
Email:	perth@htw.com.au

45 Culeenup Road, North Yunderup WA 6208 (Lot 1 Plan: 6300 Volume/Folio: 1162/800)

Purpose/Approach	Pre Purchase (Market Value/As Is)
Reporting Contact	Shire of Murray
Type of property	Residential-Dwelling
Servicing Office	Perth Ph: 08 9388 9288
Access arrangements	Robert Marlborough
Contact Person	
Work Phone	95317718 or 0417939418
Home Phone	
Mobile	
Email	robm@murray.wa.gov.au
Comments	Access can be arranged to suit your work schedule, please call to arrange a time
Total Fee (Incl GST)	\$880.00

Information required by Herron Todd White to complete the valuation include

- At this time no additional information is required

Special instructions for Herron Todd White in respect of the valuation

- The report will be prepared for Pre-Purchase Purposes.
- The valuation will be undertaken on an 'as is' current market value basis only.
- Please be advised the report can not be used for mortgage security purposes.

Upon completion of the valuation report please provide it by

- Email mailbag@murray.wa.gov.au



Independent Property Valuation
 Quote ref: E0330152



45 Culeenup Road, North Yunderup WA 6208
 Job no. JB2320236
 23 March 2021



Shire of Murray

PURCHASE ORDER

SHIRE OF MURRAY
ABN: 16036156261
1915 Pinjarra Road
Pinjarra WA 6208

T: (08) 9531 7777
www.murray.wa.gov.au

Page 1 of 1

ORDER NO
PO009673
SUPPLIER NO
12047
DATE
18/03/2021

SUPPLIER DETAILS
Herron Todd White
PO Box 926
Subiaco WA 6904

DELIVERY INSTRUCTIONS
Shire of Murray Administration Centre
1915 Pinjarra Road
PINJARRA WA 6208

ORDERED BY
Rob Marlborough
mgov@murray.wa.gov.au

DESCRIPTION	QTY	UNIT COST	EXTENDED COST	GST	TOTAL
Undertake Market Valuation - Lot 1 (45) Culeenup Road to determine property value	1.00	800.00	800.00	80.00	880.00

Special Instructions:

TOTAL	800.00	80.00	880.00
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NOTE:
- Purchase Order number must be shown on all invoices relating to this order
- Freight charges will not be accepted unless agreed in advance and included on Purchase Order
- For further details of our itemised terms and conditions, please refer to our website
www.murray.wa.gov.au and search "Supplier terms and conditions"



The Batavia Quay Residents
C/-Tom van Leeuwen 10 Batavia Quays
South Yunderup WA 6208
Email – leeuwen@bigpond.com

The Councillors
Shire of Murray
PO Box 21
Pinjarra WA 6208

Dear Sirs and or Madams

Re: Batavia Quays Bushfire Risk

We, the residents of Batavia Quays, South Yunderup, are extremely concerned about the potential fire hazard posed by the riverside bushland adjacent to the north of our houses. The bushland consists of a strip about 500m long and approximately 50m wide, between the rear of our properties northern boundaries and the river. The undergrowth in this area is very dense and hosts an array of perennial weed species such as wild oats which die off in summer creating a dangerous fire risk. Despite the fact that a part of this area is subject to inundation in mid-winter the bushland is a serious bushfire risk for at least nine months of the year. The area is a fire disaster waiting to happen.

To reduce the threat we would request that the Shire parkland clear the area similar to what has been done to the riverside land immediately to the east. We would suggest that only the undergrowth be cleared enabling the area to be maintained. This would also accommodate easy access should a wild fire occur and provide a pleasant amenity for residents and visitors alike. Clearing the thick undergrowth will no doubt assist in the mosquito control.

We understand that the area in question is vested in the WA rivers authority, However we feel that the Shire has a responsibility to protect the interests of it's ratepayers, The Shire already mows and maintains the parkland cleared riverbank area adjoining the subject bushland, so the precedent has been set.

We sincerely trust that you will consider our request favourably and advise accordingly.

Yours faithfully the undersigned residents.

Signed in support of this request.

G. White
 Name

[Signature]
 Signature

12 Batavia Quays South Yunderup
 Address

- | Name | Signature | Address |
|--------------------------|--------------------|----------------------------------|
| T. van heeuwen | <i>[Signature]</i> | 10 BATAVIA QUAYS |
| J. Trezise | <i>[Signature]</i> | 10 BATAVIA QUAYS |
| R. BURNARD | <i>[Signature]</i> | 4 BATAVIA |
| L. CHINNER | <i>[Signature]</i> | 4 " " " |
| D. ROGERS | <i>[Signature]</i> | 1: WARMA WAY, South Yunderup. |
| N. ROGERS | <i>[Signature]</i> | " " " " |
| S. MUNRO | <i>[Signature]</i> | 18 Batavia Quays S. Yunderup |
| A & R McKechnie | <i>[Signature]</i> | 20 Batavia Quays " " |
| TANIA MULLINS | <i>[Signature]</i> | 30 BATAVIA QUAYS STH YUNDERUP |
| WAYNE PEAK | <i>[Signature]</i> | 30 Batavia Quays STH YUNDERUP |
| STEPHEN & YVONNE JORDAN | <i>[Signature]</i> | 35 BATAVIA QUAYS STH YUNDERUP |
| JOSH + GENEVIEVE BECKETT | <i>[Signature]</i> | 38 BATAVIA QUAYS, SOUTH YUNDERUP |
| Glenn + Linda Colgate | <i>[Signature]</i> | 50 Batavia Quays Sth Yunderup |
| MICK QUAKE | <i>[Signature]</i> | 9 BATAVIA QUAYS STH YUNDERUP |
| Mick Wray | <i>[Signature]</i> | 56 Batavia Quays Sth Yunderup |
| KEN & Roxanne TURTON | <i>[Signature]</i> | 41 BATAVIA QUAYS STH YUNDERUP. |
| Catherine Cooper | <i>[Signature]</i> | 23 Batavia Quays South Yunderup. |
| MICHAEL BENSON | <i>[Signature]</i> | 7, BATAVIA QUAYS SOUTH YUNDERUP |
| J ROBERTSON | <i>[Signature]</i> | 3 BATAVIA QUAYS Sth YUNDERUP |



Acumentis®

Valuations Pty Ltd t/as Acumentis

ABN: 79 101 979 104

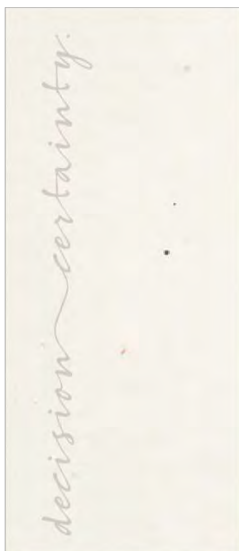
ACN: 101 979 104

Unit 2, 15 Davey Street,
Mandurah WA 6210

Tel: (08) 9534 9755

Rental Assessment

Alfresco Area to Street Front of
Dwellingup Hotel, Marinup Street,
Dwellingup WA 6213 WA 6213



Reliant Party:	Shire of Murray
Purpose:	Market Rental Assessment
Instructed By:	Rob Marlborough
Valuation Date:	29 June 2021
Inspection Date:	29 June 2021
Client ref.	PO 011022
Acumentis ref.	2106019656



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Executive Summary

IMPORTANT: All data provided in this summary is wholly reliant on and must be read in conjunction with the information provided in the attached report. It is a synopsis only designed to provide a brief overview and must not be acted on in isolation.

For the purpose of this report “Acumentis” means the company identified on the front of this report.

1.1 Instructions and property details

Property address	Alfresco Area to Street Front of Dwellingup Hotel, Marinup Street, Dwellingup WA 6213		
Prepared for	Shire of Murray		
Instructed by	Rob Marlborough		
Purpose	Market Rental Assessment		
Property description ‘As Is’	The property comprises a portion of land of approximately 140sqm positioned at the street front of the Dwellingup Hotel.		
Lettable area	140m ² approx. (no current survey plan available)		
Title description	Not Applicable		
Basis of valuation	Market Rent (Licence Fee)		
Primary approach	Direct Comparison on a rate per square metre of lettable areas basis		
Critical assumptions	A new Licence for a term of 10 years		
Relevant dates	Assessment date	29 June 2021	Inspection date 29 June 2021
	Date of issue	5 July 2021	
Local authority / zoning	Shire of Murray	Hotel / Motel	
Outgoings	Payable by Lessee (Licensee)		
GST	The Lessee (Licensee) is liable for GST in addition to base rental.		

1.2 Assessment (Exclusive of GST)

Market Rent (Licence Fee)

\$1,050 pa

1.3 Definitions

Please refer to Section 2.4 of this report for further clarification regarding potential GST Implications on this valuation.

A commonly used definition of market rental value is as follows:

“The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm’s length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.”

A commonly used definition of Current Market Licence Fee is as follows:

“Current market licence fee” means the licence fee obtainable for the Licensed Area in a free and open market if the Licensed Area were unoccupied and offered for rental for the use/s for which the Licensed Area are permitted pursuant to this Licence and on the same terms and conditions contained in this Licence, BUT will not include:

- (A) Any improvements made or effected to the Licensed Area by the Licensee; and
- (B) Any licence fee free periods, discounts or other rental concessions.



Valuer Scott Robinson
AAPI CPV 64982
WA Licence No. 38230

Position Director

Entity Valuations Pty Ltd trading as Acumentis

Critical Qualifications

2.1 Instructions

We confirm having received written instructions on 14 June 2021 from Rob Marlborough of Shire of Murray to assess current market Licence Fee of portion of Road Reserve to the front of the Dwellingup Hotel.

The report is not to be relied upon by any other person or for any other purpose. We accept no liability to third parties nor do we contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our written consent to them relying on this report. We reserve our right to withhold consent or to review the contents of this report in the event that our consent is sought.

2.2 Assumptions, conditions and limitations

The valuation is prepared based on the following pertinent assumptions, conditions and limitations:

- Based on a new Licence agreement for a term of 10 years.
- The improvements comply with the approvals, conditions and requirements of all appropriate authorities.
- All the information supplied/sourced, including tenancy information (where applicable), in conducting this valuation consists of a full and accurate disclosure of all information that is relevant.
- Based on our observations, the site is not contaminated and we assume that no remediation works are required.
- No encroachment of the building over the lot boundaries nor any encroachment of adjoining buildings onto the subject land.
- The property is not affected by historical or anthropological matters other than those identified by the valuer within the body of this report.
- Any objective information, data or calculations set out in the Valuation will be accurate so far as is reasonably expected from a qualified and experienced valuer, reflecting due skill, care and diligence.
- We have conditioned our valuation on the basis that there are no side agreements or commissions relating to the purchase which may give rise to a special interest in the property or which may distort the purchase price. Whilst we have relied upon general market evidence and industry benchmarks in forming our opinion of value and have made specific enquiries as to the conditions of the sale, this valuation is subject to the purchase price indicated as being correct and reflects typical transaction conditions for a property of this nature.
- It should be noted that this valuation does not purport to be a structural survey of the improvements nor was any such survey sighted or undertaken. This valuation is conditional upon detailed reports in respect of the structure and serviced installations of the property not revealing any defects requiring significant expenditure. Additionally, in the absence of a Building Certificate issued by Council or other approved certifier, this valuation is conditional upon the property complying with all relevant statutory requirements in respect of such matters as health, building and fire safety regulations.
- The client must review all Critical Documents to sight, prior to relying on this valuation assessment, to confirm that there are no issues which have a pertinent impact on the market value of the subject property.
- **Verifiable assumptions** relate to environmental issues, structural integrity of the improvements, compliance with applicable building regulations, condition of building services, zoning and encroachments and can be confirmed by obtaining appropriate documentation relating to each.
- Should any of the assumptions upon which our valuation assessment is made prove to be incorrect or inaccurate, this report should be referred to Acentis for further comment/reassessment.

2.3 Disclaimers and Definitions

Definition of Market Value

Market Value is the estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Definition of Market Rental

Market rental value is the estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction after proper marketing and where the parties each acted knowledgeably, prudently and without compulsion.

Improvements/structural survey

This Valuation inspection and Report does not constitute a structural survey and is not intended as such. We have carried out an inspection only of the exposed and readily accessible areas of the improvements. Note, the Valuer is not a building construction or structural expert and is therefore unable to certify the structural soundness of the improvements. Readers of this report should make their own enquiries.

This valuation is on the basis that all improvements have been constructed in accordance with the appropriate planning and building regulations in force at the time of construction, and that all appropriate approvals have been obtained from the relevant authorities.

Improvements

This Valuation has been based on the condition of the structural improvements and the property in general as at the inspection date, and if the property has to be sold in circumstances where its condition has deteriorated and/or essential fixtures/fittings removed there is likely to be a significant write down in the asset value when compared to the current assessment. Under these circumstances the Valuer will not be responsible for any reduction in value. This valuation also assumes that all improvements on site are constructed in accordance with the Building Codes of Australia and that all materials used comply with relevant Australian Standards.

Aluminium Composite Cladding - Unless otherwise stated in our assessment evidence of aluminium composite cladding was not evident during the inspection and the assessment is on the basis that the improvements are not subject to rectification works.

Survey

The valuation is made on the basis that there are no encroachments by or upon the property. If the instructing party has any concerns regarding encroachments they should be referred to a Registered Surveyor for advice or current survey report. Should any encroachments exist or other affectations be noted by a survey report, this report should be returned to the valuer for comment. We reserve the right to amend our report upon receipt of this information.

Land Dimensions/Area

Unless stated as otherwise in this report we advise that we have not searched or been provided with a copy of the current Title or Registered Plans and that any dimensions or land areas quoted in this report have been obtained from third party information sources and whilst every endeavour has been made to verify such information we accept no responsibility for inaccuracy of any information provided and relied upon.

Environmental

Unless stated otherwise in the report, no soil tests or environmental studies have been made available. Therefore, it should be noted that the valuation is subject to there being no surface or sub-surface soil problems including instability, toxic or hazardous wastes, toxic mould, asbestos or building material hazards in or on the property that would adversely affect its existing or potential use or reduce its marketability. Should any problems be known or arise, then the valuation should be referred to Acumentis for review as Acumentis deems appropriate.

The reliant party client acknowledges and recognises that Acumentis are not an expert in identifying environmental hazards and compliance requirements affecting properties.

Market Movement Clause

This valuation is current at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period including as a result of general market movements or factors specific to the particular property. Acumentis does not accept liability for losses or damage arising from such subsequent changes in value including consequential or economic loss. Without limiting the generality of the above comment, Acumentis does not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of three months from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

Certificate of Title

Unless stated as otherwise in this report we advise that a copy of the current Certificate of Title has not been provided or searched. It is a critical condition of this valuation that the property has clear title. Should any encumbrances, easements, leases or other restrictions not mentioned in this report be known or discovered then the valuation should be referred to the valuer for comment. We recommend a full title search be carried out. Should any easements, encumbrances or impediments on title be noted, our report should be returned for comment or amendment at that time. We reserve the right to amend our report at that time.

Asbestos

Unless stated otherwise within the report, no Asbestos Materials Report has been provided. Should any such matters be known or discovered, no reliance should be placed on the assessment of value unless Acumentis has been advised of these matters and has confirmed that the assessment is not affected. Acumentis has not physically inspected enclosed cavities or air-conditioning plant and equipment and this assessment assumes these areas do not include asbestos based materials.

Town Planning, Building and Other Searches

We advise that a search with the appropriate Council or other relevant authorities has not been carried out or has not been obtained and therefore this valuation has been undertaken on the on the basis that all necessary and appropriate town planning and/or building, consents, approvals and certifications have been issued for the use and occupation of the improvements as described in this report. We recommend the reader make their own enquiries in this regard. Should any issues arise from these enquiries, this report should be returned to the valuer for comment. We reserve the right to reassess value at that time.

Pest & Termite Infestation

Unless otherwise noted we advise that the inspection of the subject property did not reveal any obvious visible pest or termite infestation within reasonably accessible areas to the valuer. The client acknowledges and recognises that the valuer is not a pest inspector or pest expert. The absence of pests, including termites, can only be confirmed by a suitably qualified expert after a comprehensive inspection and the use of specialist equipment. Should any pest or termite infestation issues become apparent, this report should be returned to the valuer for comment. We reserve the right to reassess the value of the property at that time.

Utility Services

We advise that the valuer has not tested any of the services. Should any utility service concerns become apparent, this report should be returned to the valuer for comment. We reserve the right to reassess the value of the property at that time.

Flood Search

We advise that we have not undertaken a formal search to confirm whether or not the property is subject to flooding or has previously been flooded. We recommend you undertake your own enquiries in this regard. Should any issues arise this report should be referred back to the valuer for comment and or amendment.

Full Disclosure & Reasonably Available Information

The instructing party acknowledges its responsibility for full disclosure of all relevant information and undertakes to provide all relevant documents in its possession that may have an effect on the service to be provided. This valuation is based upon information reasonably available to the valuer as at the date of issue in accordance with usual valuation practices.

Coronavirus and Other Contagions

This valuation is current at the date of valuation only and is predicated on the basis that the market will not be further impacted by any future adverse economic outcomes which may occur as a result of national or global health alerts. However, the outbreak of the Novel Coronavirus (COVID-19), declared by the World Health Organisation as a "Global Pandemic" on 11 March 2020, has impacted global financial markets. Travel restrictions have been implemented by many countries. Market activity is being impacted in many sectors. As at the valuation date, Acumentis considers that we can attach less weight to previous market evidence for comparison purposes, to inform opinions of value. Indeed the current response to COVID-19 means that we are faced with an unprecedented set of circumstances on which to base a judgment. Our valuation is therefore reported on the basis of "material valuation uncertainty" as per VPS 3 and VPGA 10 of the RICS Red Book Global. Consequently, less certainty – and a higher degree of caution – should be attached to our valuation than would normally be the case. Given the unknown future impact that COVID-19 might have on the real estate market, we recommend that you keep the valuation of the subject property under frequent review.

Neither the valuer nor Acumentis has any pecuniary interest giving rise to a conflict of interest in valuing the property.

2.4 GST implications

A Goods and Services Tax (GST) became effective in Australia on 1 July 2000. The supplier (more commonly known as 'vendor' in the case of real estate transactions) of a good or service is required to pay the GST liability

For consistency and comparison purposes, all analysis and valuation assessments in this report are made on the same basis and, for the purposes of this valuation, are shown as 'Exclusive of GST' unless otherwise stated.

2.5 Recommended documents to sight

A recommended document is a supporting document that we believe the client should read in conjunction with our valuation report. A recommended document is considered to have a general effect only and is not considered to have an impact on the marketability and value that is specific to the subject property as at the date of valuation. In this instance, we recommend the following documents are sighted prior to relying on this valuation assessment:

Survey of Licence Area

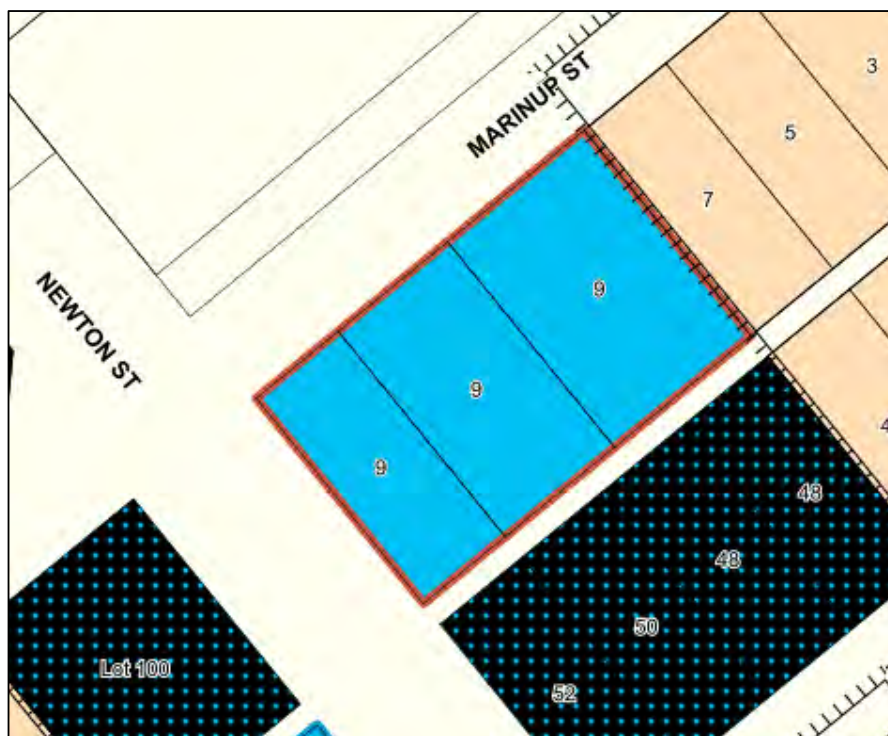
Land Particulars

3.1 Title details

Legal description	Not Applicable
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3.2 Town planning summary

Local authority	Shire of Murray
Zoning	Hotel / Motel
Planning scheme	Town Planning Scheme #4



Shire of Murray TPS #4 – Extract

The planning information noted has been obtained from the relevant local planning authority platform. This information has been relied upon in our assessment of value and no responsibility is accepted for the accuracy of the planning information provided. Should the information prove incorrect in any significant respect, the matter should be referred to us for review of the valuation.

3.3 The land

Total site area (approx.)	140 m²
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3.4 Current survey

Whilst the valuer has physically identified the subject property on inspection, the valuer is not a qualified Surveyor and no warranty can be given without the benefit of a formal identification survey.

3.5 Site description

Identification	Site inspection, Aerial photography
Description	A regular shape lot predominantly level

3.6 Services

Electricity, town water and telephone are all available for connection.

3.7 Location and neighbourhood



Source: Google Maps

The township of Dwellingup is positioned approximately 23 kilometres south east of Pinjarra and 42 kilometres south east of the City of Mandurah which is the closest regional city. Dwellingup is a small country town 90 kilometres south of Perth City. The current population in accordance with the 2011 census data is approximately 700 people.

This township forms part of the Shire of Murray and is accessed from Pinjarra via Pinjarra/Williams Road. The township evolved from forestry origins and is positioned within attractive jarrah forest and associated farmland areas. The township contains, amongst other things, recreational sporting fields, CALM offices, petrol stations, supermarket, primary school and a broad range of residential constructions.

More specifically the subject property occupies the south eastern corner of Marinup Street and Newton Street in the northern portion of the town centre opposite the Hotham Railway.

3.8 Environmental issues

Issues	
Current use and commencement	Al fresco
Existing issues raising concern	Nil
Uses identified on API Guidance Note 1	None.
Previous uses	Unknown
Environmental report provided	No, an environmental report has not been provided.
Environmental checklist	The environmental checklist has not been completed.
WA contaminated sites act	By the Commencement of the Contaminated Sites Act 2003, a Public Register is now kept in Western Australia of land that has been classified as being either contaminated – remediation required; contaminated – restricted use or remediated for restricted use. In arriving at any assessment of the value of the land, a basic search of that register has been undertaken which discloses that the land is not classified. We do not accept any responsibility or liability whatsoever for the accuracy of the information contained in the search of the Contaminated Sites Register. In addition to searching the Register we have undertaken general enquiries on the previous use of the land and have relied on the accuracy of the information provided by you to use for this purpose.
Other matters	Nil

Improvements

4.1 Building construction details

The Alfresco area comprises a brick paved area devoid of any fixed improvements.

In accordance with the commonly used definition of Current Market Licence Fee, it does not include any improvements made or effected to the Licence Area by the Licensee.

We also note it is common for Alfresco area licences to have nominated in their Licence what structures, if any, and how many are authorised for the space.

4.2 Lettable areas

Building component	Area m ²
Licence Area (approx.)	140

4.3 Photographs



Newton Street Frontage



Marinup Street Frontage

Income Assessment

5.1 Lease details

We are advised no Licence currently exists over the land and a new Licence is to be negotiated.

Rental Approach

6.1 Rental approach

In assessing the current market licence fee for the property, in our opinion the most appropriate method of assessment is the Direct Comparison approach.

The Direct Comparison approach is the analysis of broadly similar properties by comparative basis. When undertaking this comparison factors such as, but not limited to, the following are assessed and then related back to the subject property:

• Location	• Services and access	• Permitted use
• Size	• Zoning	• Size and quality of any improvements
• Frontages	• Layout and presentation	

Rental Evidence

7.1 Rental evidence

The following rental evidence provides a sample of the information that has been investigated and analysed for the purpose of this assessment. Whilst we believe the information to be accurate, it was obtained from third party sources and not all details have been formally verified.

We have reviewed all available evidence carefully and have included the most recent and comparable evidence in the report to the best of our knowledge.

Address	Comm Date Review Date	Term (Yrs) Options	Lettable	Current Rent \$/ m ²
73 Mandurah Terrace Mandurah WA	10/2018	5 5	67 sqm	\$6,200 \$92.54 net

Demised Premises: Part of Unit 2 @ 73 Mandurah Terrace, Mandurah

Permitted Use: Restaurant

Comment: An additional 67sqm licensed to Unit 2 in the Boardwalk Precinct in central Mandurah having an area of 470sqm.

Comparison:

A smaller licenced alfresco area in a far superior location. A lower rate should apply to the subject.

Cnr James Street & George Street Pinjarra WA	04/2020	10	76 sqm	\$1,320 \$17 net
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Comment: A 76sqm licence area fronting the Dome Café, Pinjarra for alfresco use.

Comparison:

A smaller licenced alfresco area in a superior location. A lower rate should apply to the subject.

7891 Victoria Street Bunbury WA	12/2020		45.54 sqm	\$2,700 \$59
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Demised Premises: Portion of Reserve 7891 Victoria Street, Bunbury known as Guppy Park.

Permitted Use: Alfresco area

Comment: Comprises a portion of a paved pathway in Guppy Park that adjoins a restaurant and is used for covered alfresco dining.

Comparison:

A smaller dedicated licenced alfresco area in a superior location. A lower rate should apply to the subject.

Part of Reserve 46402 73 Mandurah Terrace Mandurah WA	09/2020	5	104 sqm	\$7,280 \$70
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Comment: The subject is an alfresco dining licence area opposite the Mandurah inlet foreshore and is improved with a timber decked area used as an alfresco for the adjoining café/restaurant.

Comparison:

A smaller dedicated licence area in a superior waterfront location. A lower rate per square metre should be applied to the subject.

Address	Comm Date Review Date	Term (Yrs) Options	Lettable	Current Rent \$/ m ²
Part of Reserve 27622 7 Mandurah Terrace Mandurah WA	07/2020	5	80 sqm	\$6,400 \$80 net

Comment: A licenced area comprising approximately 80 m² positioned at the rear of a three level development which includes ground floor and first floor commercial use and third level residential. The building was constructed in 2009 incorporating the historic façade of “Scotts Garage”. The subject land is improved with a timber decked area used as an alfresco and stairs to the upper level.

Comparison:

A smaller dedicated licence area in a superior waterfront location. A lower rate per square metre should be applied to the subject.

41 Stephen Street Bunbury WA			54 sqm	\$800 \$15 net
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Comment: A licenced area to the front of the Prince of Wales Tavern. Area has been raised with a timber deck, balustrading and fixed umbrellas. Area is restricted to no more than 9 tables and 46 chairs.

Comparison:

A smaller licenced alfresco area in Bunbury. A lower rate should apply to the subject.

1 Banksia Terrace South Yunderup WA	01/2018	5	302.5 sqm	\$587 \$1.94 net
--	----------------	----------	------------------	-----------------------------

Comment: Comprises some 302.50sqm of foreshore reserve to the river front of the Pelican Café used for Alfresco dining.

Comparison:

A larger licenced alfresco area in South Yunderup. A higher rate should apply to the subject.

In forming our opinion of value, we have had regard to the rental evidence detailed above as well as our knowledge of other rentals within the Peel and South West Regions. Our evidence has been based on various third party sources of information. While we believe the information to be accurate, not all details have been formally verified.

Evidence is compared predominantly on a net after allowance for all outgoings rental basis because this is the basis upon which the information was predominantly made available to us and is the industry standard for a property of this nature.

Summary & Conclusions

8.1 Summary and conclusions

In arriving at our conclusions we are aware in some jurisdictions minimal annual fees are charged for use of alfresco dining areas where the authorities are attempting to “activate space”. Conversely in high traffic well regarded alfresco dining areas such as Fremantle licence fees in excess of \$100/sqm are being charged.

The rental evidence obtained generally ranges from \$2/sqm through to in excess of \$90/sqm of lease/licensed area. The lower end of this range comprises a large licence area in South Yunderup with the upper end of this range being a smaller licenced area in the Mandurah Boardwalk Precinct.

We have calculated the current Market Licence Fee for the subject by applying a rate between \$5/sqm to \$10/sqm for the licence area estimated at 140sqm.

These calculations result in a total licence sum of \$700 pa to \$1,400 pa. We have adopted the midpoint of this range being \$1,050 pa as an appropriate current market Licence fee.

As a secondary method we have also had regard to the value of the land and applied a yield return to this land component typically reflected by land based assets. These calculations support our conclusions under our primary direct comparison approach.

The adopted current market licence fee for the subject property is assessed as follows:

Licence Area (approx.)		140sqm	
Adopted Rate/sqm	\$5	to	\$10
Calculated Value Range	\$700	to	\$1,400
Adopt		\$1,050 pa net	

Valuation Reconciliation

9.1 Adopted value

Subject to the qualifications and assumptions contained within the body of this report, we assess the current Market Licence Fee for the demised premises based on an estimated area of 140sqm exclusive of GST, as at 29 June 2021, to be:

Market Rent

\$1,050 pa net plus outgoings, plus GST

(One Thousand and Fifty Dollars) per annum net plus outgoings plus GST

9.1 Signatory

The opinion of value expressed in this report is that of the valuer who is the prime signatory to the report.

Valuer



Scott Robinson
AAPI CPV 64982
WA Licence No. 38230

Position Entity

Director
Valuations Pty Ltd trading as Acumentis

Liability limited by a scheme approved under Professional Standards Legislation.

Annexures

1. Instruction

ANNEXURE 1 INSTRUCTION



PURCHASE ORDER

SHIRE OF MURRAY
ABN: 16036156261
1915 Pinjarra Road
Pinjarra WA 6208

T: (08) 9531 7777
www.murray.wa.gov.au

Page 1 of 1

ORDER NO
PO011022
SUPPLIER NO
10561
DATE
14/06/2021

SUPPLIER DETAILS
Acumentis
Unit 2, 15 Davey Street
Mandurah WA 6210

DELIVERY INSTRUCTIONS
Shire of Murray Administration Centre
1915 Pinjarra Road
PINJARRA WA 6208

ORDERED BY
Rob Marlborough
mgov@murray.wa.gov.au

DESCRIPTION	QTY	UNIT COST	EXTENDED COST	GST	TOTAL
Prepare Market Rental Valuation - Alfresco Dining Area Dwellingup Hotel - Marinup Street, Dwellingup	1.00	1,250.00	1,250.00	125.00	1,375.00

Special Instructions:

TOTAL	1,250.00	125.00	1,375.00
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NOTE:
- Purchase Order number must be shown on all invoices relating to this order
- Freight charges will not be accepted unless agreed in advance and included on Purchase Order
- For further details of our itemised terms and conditions, please refer to our website www.murray.wa.gov.au and search "Supplier terms and conditions"

Foreward

This Manual is an essential component of Council's governance framework and guides Council, Management and residents in the context of Council's decision making.

The Policies in this Manual are designed to:

- Outline positions on particular matters
- Provide consistency and equity in decision making;
- Provide promptness in responding to customer needs; and
- Support operational efficiency.

Policies arise generally in response to:

- Legislative requirements;
- Discretionary legislated powers; and/or
- Non-legislated functions/activities of Council; e.g. provision of Services and mainly relates to powers under the *Local Government Act 1995*.

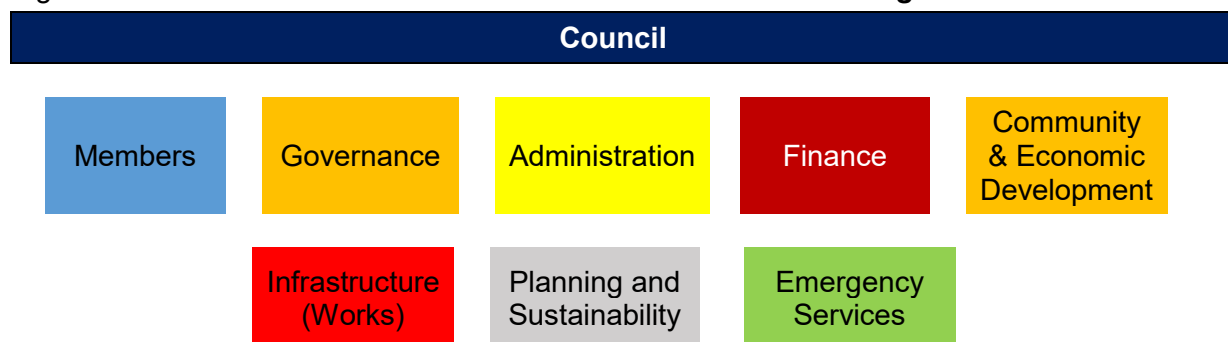
Council Policy provides for "the intent and guiding principles of what can be done". It is important to note that Policies are not legislatively binding and when good reasons prevail and are documented, can be set aside.

Reports to Council must detail relevant Policies as this provides: General guidance to Councillors to assist in their deliberations on the matter in hand, and information for residents.

~~Reports to Council must detail relevant Policies as this provides:—~~

- ~~➤ General guidance to Councillors to assist in their deliberations on the matter in hand; and~~
- ~~➤ Information for residents.~~

~~The indexes to this Manual follow the organisation structure based decision making and organisational structures.~~ **The indexes to this Manual follow the organisational structure –**



Complementing, and to be read in conjunction with this Manual are the following separate Corporate/**Council** documents which can be found on the Shire's website or within the Shire's record management system, i.e.:

- Long Term Financial Plan;
- Asset Management Plan;
- Corporate Business Plan;
- Strategic Community Plan;
- Local Planning Policies;
- Delegation of Authority Registers
- Management Practices;
- **Model Standards for CEO Recruitment, Performance and Termination; and**
- **Code of Conduct for Council Members, Committee Members and Candidates.**

Management Practice's where applicable provide internal operational support to Council's Policy direction.



Policy G1 – Code of Conduct

1. Policy Intention

To provide clear guidance to Council Members, Committee Members and employees in relation to:

- the duties and responsibilities that apply to each; and,
- the minimum standard of conduct and ethical behaviour that the Shire expects from Council Members, Committee Members and employees

2. Policy

This Policy is separated into the following categories –

- Introduction;
- General Principles and Ethical Standards;
- Conduct of Council Members, Committee Members and employees;
- Gifts and Hospitality;
- Performance of Duties and Compliance with Lawful Orders;
- Whistle Blower Protection;
- Enforcement of the Code.

2.1 Introduction

The Code of Conduct provides a clear framework for behaviour that must be observed in the wide range of interactions and scenarios experienced in the conduct of the Shire of Murray activities.

The Code of Conduct does not establish a rule for every situation, but provides guidance and a basis of expectation for good public administration by Council Members, Committee Members and employees of the Shire of Murray.

The Code of Conduct does not override or affect legislation applicable to the operations of the Shire of Murray, in particular the *Local Government Act 1995*, and the *Local Government (Rules of Conduct) Regulations 2007*.

This Code of Conduct applies to every individual Council Member, Committee Member and employee of the Shire of Murray.

2.2 General Principles and Ethical Standards

The local community and the public in general are entitled to expect that the following general principles should be used to guide Council Members, Committee Members and employees of the Shire of Murray in their behaviour to:

- (a) act with reasonable care and diligence;
- (b) act with honesty and integrity;
- (c) act lawfully;
- (d) avoid damage to the reputation of the Shire of Murray;
- (e) be open and accountable to the public;
- (f) base decisions on relevant and factually correct information;
- (g) treat others with respect; and
- (h) not be impaired by mind affecting substances.

These general principles referred to above are for guidance of those governed by the Code of Conduct. Here, it should be noted that it is not a rule of conduct that the principles be observed.

3. Conduct of Council Members, Committee Members and Employees

3.1 Relationships and Roles

The role of Council Members and Committee Members is different to the role of employees. The role includes

- (a) representing the interests of electors, ratepayers and residents of the district;
- (b) providing leadership and guidance to the community;
- (c) facilitating communication between the Community and the Council;
- (d) participating in the local government's decision-making processes at Council and Committee meetings; and
- (e) performing other functions as provided in other written law.

Council Members are part of a team in which the community has placed its trust to make decisions on its behalf and the community is therefore entitled to expect high standards of conduct from its elected representatives.

In essence, the Council decides policy objectives and the results it desires to achieve and, subject to any specific directions from the Council, the Chief Executive Officer (CEO) (and employees) has responsibility to put policy decisions into practical effect.

A prime responsibility of employees of the Shire of Murray is to assist (through the CEO) Council Members and Committee Members in their decision-making role. Employees should always provide frank and professional advice without fear or favour.

Employees will recognise that Council Members' and Committee Members' views and opinions reflect viewpoints that should be considered in conjunction with professional opinion. Employees will therefore make every effort to assist Council Members and Committee Members in the performance of their role, as directed by the Chief Executive Officer and to achieve the satisfactory resolution of issues that members may raise in the performance of their official role.

3.2 Use of Confidential Information

Council Members, Committee Members and employees shall not use confidential information to gain improper advantage for themselves or another person or body in ways which are inconsistent with their obligation to act impartially in the public interest, or to improperly cause harm, detriment or impairment to any person, body, or the Council.

Due discretion shall be exercised by all those who have access to confidential or sensitive information. Every matter dealt with by, or brought before, a meeting sitting behind closed doors, shall be treated as strictly confidential, and shall not without the authority of the Council be disclosed to any person other than the council members and/or employees of the Shire (and in the case of employees only so far as may be necessary for the performance of their duties) prior to the discussion of the matter at a meeting of the Council held with open doors.

All documents of the Shire of Murray that are marked 'CONFIDENTIAL' or 'NOT FOR PUBLICATION' or marked with a clear message that the document is intended for the recipient only, are confidential to the Shire of Murray and shall not be published, copied, reproduced or the contents released to another person, in whole or in part, in any manner whatsoever without the express permission of the Council or the CEO.

Nothing in this section prevents a council member from disclosing confidential information:

- To a legal practitioner for the purpose of obtaining legal advice; or
- If the disclosure is permitted by law.

3.3 Improper or Undue Influence

Council Members, Committee Members and employees shall not take advantage of their position to improperly influence any other person in order to gain undue or improper (direct or indirect) advantage or gain, pecuniary or otherwise, for themselves or for any other person or body.

Similarly, Council Members, Committee Members and employees shall not take advantage of their positions to improperly disadvantage or cause detriment to the local government or any other person or body.

3.4 Personal Behaviour

Council Members, Committee Members and employees shall:

- (a) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code of Conduct in particular;
- (b) perform their duties impartially to the best of their ability and in the best interests of the community, uninfluenced by fear or favour;
- (c) deal with all sections of the community in an open, honest and forthright manner;
- (d) act in good faith (i.e. honestly, for the proper purpose and without exceeding their powers) in the interests of Council and the community; and shall be particularly mindful to avoid interference in commercial relationships between developers and objectors or between developers competing for the right to develop;
- (e) make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct in the performance of their official or professional duties, which may cause or is likely to cause any reasonable person unwarranted offence or embarrassment;
- (f) respect the title of elected office, referring to the President and Councillors by their formal title whilst in the public arena, and thereafter as circumstances dictate. The President is to be addressed as either Mr/Madam President;
- (g) always act in accordance with their obligations of fidelity to the Council and not publicly reflect adversely upon any decision of the Council or the Executive Management Team;
- (h) where practicable, be available for discussion with members of the public following Council and Committee meetings;
- (i) Act in the best interest of the organisation; and,
- (j) not act in a discriminatory manner to any person or group.

In addition, Council Members are expected to:

- (a) prepare for, attend and actively participate in strategy and briefing sessions as well as Council Meetings;
- (b) attend electors' meetings; and,
- (c) be a member of at least one Council committee consisting of Council members only and prepare for, attend and actively participate in its meetings.

Committee Members shall:

- (a) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code of Conduct in particular when involved in committee matters.
- (b) make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct in the performance of their committee duties, which may cause or is likely to cause any reasonable person unwarranted offence or embarrassment;

- (c) respect the title of elected office, referring to the President and Councillors by their formal title whilst in the public arena, and thereafter as circumstances dictate. The President is to be addressed as either Mr/Madam President;
- (d) always act with fidelity to the Committee and not publicly reflect adversely upon any decision of the Committee, the Council in terms of its consideration of committee agenda items or those officers who support the committee in their role as committee support members; and
- (e) not be absent from three consecutive ordinary meetings of a committee of which they are a member, except while on approved leave of absence.

Council members should represent and promote the interest of the community as a whole, while recognising their particular duty to their own constituents, in accordance with their role as defined by the *Local Government Act 1995*.

4. Conflict and Disclosure of Interests

Council Members, Committee Members and employees will fully comply with the requirements for the disclosure of interest as described in the *Local Government Act 1995*.

4.1 Conflict of Interests

- (a) Employees of the Shire of Murray should ensure that there is no actual or perceived conflict or incompatibility between the important fulfilment of their public or professional duties and either their personal interests or those persons closely associated to them.
 - All employees have a duty of fidelity and good faith towards the Shire.
 - An employee must make written disclosure and receive written permission from the Chief Executive Officer (CEO) before acting in or taking up an interest (direct or indirect) in any capacity in any trade, business or occupation whatsoever, other than the business of the Shire, that may interfere with or be perceived to be, or compromise the employee's performance.
 - Employees shall comply with the *Local Government (Functions and General) Regulations 1996*, in any instance where they are involved in any manner with tendering for a Council contract.
 - In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of public duties must be scrupulously avoided.
- (b) Employees must notify the CEO in writing prior to undertaking a dealing in land in the area of the Council (other than purchasing the principal place of residence, or site for such purpose).
- (c) Employees who exercise a regulatory, inspectorial or other discretionary function must make disclosure before dealing with relatives or close friends and, whenever possible, or in doubt, should disqualify themselves from dealing with those persons. This disclosure must be made to their Director.

4.2 Disclosure of Interests (Impartiality, Proximity and Financial)

Council Members, Committee Members and employees are required to disclose any interest, where the interest could, or could reasonably be perceived to apply.

1. Where a disclosure of interest in a matter may exist and that matter is to be discussed at a Council or a Committee meeting attended by the Council Members, Committee Members or employees the nature of the interest is to be disclosed:
 - (a) in writing to the CEO before the meeting; or
 - (b) at the meeting in writing immediately before the matter is discussed.

2. In the case of an employee who has given advice, or will give advice in respect to any matter to be discussed at a Council or Committee meeting but not attended by the employee, the employee shall disclose the nature of any interest the employee has in the matter:
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the time the advice is given.
3. A Council Member, Committee Member or employee is exempt from the requirement to disclose an interest in (1) or (2) above, if:
 - (a) The person's failure to disclose occurs because the person did not know he or she had an interest in the matter; or
 - (b) The person's failure to disclose occurs because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.
4. Where an employee has made a written disclosure required by 1 or 2 above to the CEO, then:
 - (a) The CEO is to provide the written notice to the presiding person of the meeting; and,
 - (b) immediately before the matter is discussed at the meeting, the presiding person is to advise the meeting of the disclosures and its nature.

A requirement described under items (1) and (2) exclude an interest referred to in s 5.60 of the *Local Government Act 1995*.

4.3 Intellectual Property

The ownership of intellectual rights and property resulting from an employee's role is assigned to the Local Government upon its creation unless otherwise agreed in writing.

5. Gifts and Acts of Hospitality

5.1 Gifts

This requirement relates to Councillors and Designated employees (s.5.74) and involves gifts that are valued at \$200 or more and includes:

“any disposition of property, or conferral of any other financial benefit, made by one person in favour of another otherwise than by will, without consideration in money or money's worth passing from the person in whose favour it is made to the other, or with such consideration so passing if the consideration is not fully adequate, but does not include any financial or other contribution to travel”.

The only time Councillors and designated employees don't need to declare a gift is when:

- (a) the amount of the gift did not exceed the prescribed amount (\$200) unless —
 - (i) the gift was one of 2 or more gifts made by one person at any time during the return period; and
 - (ii) the sum of those 2 or more gifts exceeded the prescribed amount; or
- (b) the donor was a relative of the person.

5.2 Notifiable Gifts

This requirement relates to Councillors and all designated employees and involves gifts from anyone undertaking or seeking to undertake an activity involving local

government discretion; or it is reasonable to believe is intending to undertake an activity involving local government discretion and includes:

- (a) A gift worth between \$50 and \$300; or
- (b) A gift that is one or two or more gifts given to the council member or employee by the same person within a period of six (6) months that are in total worth between \$50 and \$300.
- (c) Gifts worth more than \$300 are “prohibited gifts” and cannot be accepted.

Councillors and employees do not have to declare a notifiable gift if it is:

- (a) Received from a relative as defined by 5.74(1) of the *Local Government Act 1995*,
- (b) A gift that must be disclosed under regulation 30B of the *Local Government (Elections) Regulations 1997**; or
- (c) A gift from a statutory authority, government instrumentality or non-profit association for professional training.

**Different gift disclosure requirements apply to elections*

5.3 Travel Contribution

This requirement relates to Councillors and Designated employees and involves any contribution towards travel and includes accommodation incidental to a journey.

There is no requirement to declare a travel contribution when:

- (a) the contribution was made from Commonwealth, State or local government funds; or
- (b) the contribution was made by a relative of the person; or
- (c) the contribution was made in the ordinary course of an occupation of the person which is not related to his or her duties as a council member or employee; or
- (d) the amount of the contribution did not exceed the prescribed amount (\$200) unless —
 - (i) the contribution was one of 2 or more contributions made by one person at any time during the return period; and
 - (ii) the sum of those 2 or more contributions exceeded the prescribed amount.
- (e) the contribution was made by a political party of which the person was a member and the travel was undertaken for the purpose of political activity of the party, or to enable the person to represent the party.

The employee or committee member must notify the CEO within 10 days of receiving the gift.

The notification made by Council Members, Committee Members and employees is to include the following details, and shall be entered into the register as follows:

- The name of the person who gave the gift;
- The date on which the gift was accepted or refused;
- A description, and estimated value of the gift; and,
- The nature of the relationship between the person who is an employee or committee member and the person who gave the gift; and

Where the gift is a notifiable gift, but is two or more gifts in a six-month period from the same person:

- A description;
- Estimated value; and
- The date of acceptance/refusal.

The Chief Executive Officer shall maintain a register of notifiable gifts offered and accepted or rejected and prohibited gifts offered and rejected by Council Members, Committee Members and employees of the Shire.

When estimating the value of the gift it is important that the full value is taken into consideration. This includes all hidden costs. The cost should also include that of a partner, if the partner has been invited to accompany the employee, Council Member or Committee Member.

Nothing within this Code of Conduct prevents gifts from being received by an employee, Council Member or Committee Member that exceed \$300, provided they remain the property of the Shire of Murray.

6. Performance of Duties and Compliance with Lawful Orders

While on duty, employees shall give their full time and attention to Shire business and ensure that their work is carried out efficiently, economically and effectively in accordance with their directions, duties, Council and Shire policies and corporate objectives.

In particular, employees shall ensure that file notes are drafted and placed on record immediately following discussions on issues of substance with persons other than employees, Council members or committee members. Such issues shall include matters before the Council, matters impacting on the Council or Shire itself, and matters affecting the public interest.

Employees and Elected members shall at all times ensure that their attitude, behaviour and standard of work and manner reflects favourably both on them and the Shire, and is in accordance with the intent of the Shire's Values, of –

Respect –

For our Community – Adopt and maintain a customer focus, serve the community with pride and passion, ensure decisions taken help businesses to thrive, protect our environment and improve quality of life.

For Councillors – Take pride in serving Councillors as the elected representatives of our community; ensure that a sound understanding of the community guides advice to Council.

For Colleagues – Approach problems with a we over me mentality, collaborate and support each other to achieve organisational goals.

Excellence –

Be outcomes-focused and innovate, ensure continual learning and growth, build strong relationships, adopt a can-do attitude, be proactive, participatory and inclusive, listen to understand and empower, close the loop.

Accountable –

Care about your work, take pride in what you do, own your mistakes and let your learnings guide you to achieve better results and grow, be open and transparent.

Leadership –

Be a steward of our community, your team and the organisation, create a positive working environment, take initiative, encourage continual improvement, be agile and adaptive.

In the conduct of their duties, employees are encouraged to develop networks within the Local Government industry, to encourage and assist their peers, and promote goodwill between Local Governments.

Employees shall obey any lawful order or direction given by any person having authority to make or give such an order or direction, in any form, with any doubts as to the propriety of any such order or direction being taken up with the superior of the person who gave the order or direction and, if a resolution cannot be achieved, with the CEO.

Employees should give effect to and uphold the lawful policies of the Council or any Shire management practices, procedures, guidelines, duty statements or instruction guides, whether or not they agree with or approve of them.

Disciplinary action may be taken where employees fail to meet the expected standards or comply with lawful instruction.

7. Whistleblower Protection

Protection of Employees Reporting Unacceptable or Illegal Behaviour

The CEO is to ensure that employees who report unacceptable or illegal behaviour of Council members or employees (that is, whistleblowers) are not in any way disadvantaged or victimised because of their actions.

7.1 Public Interest Disclosure Act 2003

Council members and employees must be aware of the *Public Interest Disclosure Act 2003*, which provides people who makes disclosures of public interest information with certain immunities, protections and remedies and imposes certain responsibilities.

7.2 Corruption and Crime Commission Act 2003

Council members and employees must be aware that matters of misconduct and/or corruption may be reported to the Corruption and Crime Commission (CCC) and those protections are afforded to persons who make such reports. It is an offence to:

- (a) victimise any person who has given evidence to or helps the CCC;
- (b) dismiss or prejudice any person for having appeared before or having given evidence to the CCC;
- (c) cause injury or detriment to any person for having appeared before or having given evidence to the CCC.

8. Enforcement of the Code

Any person who has reason to believe that a Council Member, Committee Member or an employee of the Shire of Murray has committed a breach of the Code of Conduct may complain about the breach to the Shire's designated complaints officer. ~~as determined in accordance with the *Local Government (Rules of Conduct) Regulations 2007*.~~

If the designated complaints officer is the Chief Executive Officer (CEO), and the complaint under this code is against the CEO, the complainant is to be directed to the Director Corporate Services. If the designated complaints officer is a senior employee other than the CEO, and a complaint is against the designated complaints officer, the complaint is to be directed to the CEO.

The complaint is to be made in writing, giving details of:

- (a) who is making the complaint;
- (b) who is alleged to have committed the breach;
- (c) the contravention that is alleged to have resulted in the breach; and
- (d) any other relevant information

Within 14 days of receiving the complaint, the complaints officer must:

- (a) give the complainant a written acknowledgement that the complaint has been received; and
- (b) give the person whom the complaint is being made about, a copy of the complaint.

As soon as practicable after acknowledging the complaint, the complaints officer is to carry out a thorough investigation, having regard to procedural fairness and natural justice. While undertaking the thorough investigation, the complaints officer may engage the service of other persons.

At the completion of the investigation, the complaints officer shall advise the outcomes of the investigation to:

- (a) the CEO, if the investigating officer is not the CEO;
- (b) the person subject of the complaint; and
- (c) the person who made the complaint.

If the complaint is about a member of council, the report is to be presented to the Council.

Any actions taken as a result of a proven breach of the Code of Conduct will be made in accordance with the provisions of any applicable legislation or common law provisions that governs the operations of the Shire, its Council members, committee members and its employees.

The *Corruption and Crime Commission Act 2003*, requires the CEO to notify the Commission of matters relating to the reasonably suspected misconduct. Definitions of 'misconduct' and 'serious misconduct' are provided in clause 8.2.

8.1 Acceptance of Code of Conduct

Inclusion of the Code of Conduct in the Shire of Murray Policy Manual is deemed to constitute formal acceptance of the requirements outlined in the Policy.

8.2 Definitions of Misconduct and Serious Misconduct'

Section 4 - Corruption and Crime Commission Act 2003

4. "Misconduct", meaning of

Misconduct occurs if –

- (a) a public officer corruptly acts or corruptly fails to act in the performance of the functions of the public officer's office or employment;
- (b) a public officer corruptly takes advantage of the public officer's office or employment as a public officer to obtain a benefit for himself or herself or for another person or to cause a detriment to any person;
- (c) a public officer whilst acting or purporting to act in his or her official capacity, commits an offence punishable by 2 or more years' imprisonment; or
- (d) a public officer engages in conduct that –
 - (i) adversely affects, or could adversely affect, directly or indirectly, the honest or impartial performance of the functions of a public authority or public officer whether or not the public officer was acting in their public officer capacity at the time of engaging in the conduct;
 - (ii) constitutes or involves the performance of his or her functions in a manner that is not honest or impartial;
 - (iii) constitutes or involves a breach of the trust placed in the public officer by reason of his or her office or employment as a public officer; or
 - (iv) involves the misuse of information or material that the public officer has acquired in connection with his or her functions as a public officer, whether the misuse is for the benefit of the public officer or the benefit or detriment of another person, and constitutes or could constitute –
- (v) an offence against the *Statutory Corporations (Liability of Directors) Act 1996* or any other written law; or

- (vi) a disciplinary offence providing reasonable grounds for the termination of a person's office or employment as a public service officer under the *Public Sector Management Act 1994* (whether or not the public officer to whom the allegation relates is a public service officer or is a person whose office or employment could be terminated on the grounds of such conduct).

Section 3 Corruption and Crime Commission Act 2003

“Serious misconduct”- means misconduct of a kind described in sections 4(a), (b) or (c).

Previous Policy Reference	CG6	
Related Legislation	<i>Local Government (Administration) Regulations 1996, Local Government (Rules of Conduct) Regulations 2007, Local Government Act 1995.</i>	
Related Policies	N/A	
Related Documents	Code of Conduct Complaint Form, Public Interest Disclosure Policy, Public Information Disclosure Management Practice, Shire of Murray Values.	
Last Reviewed	December 2019	
Next Review Date	2021	
Initial Adoption Date	28 August 2014	
Initial Adoption Resolution	OCM14/114	
Amendment Record	OCM15/155	25 June 2015
	OCM17/237	26 October 2017
	OCM18/008	22 February 2018
	OCM19/270	19 December 2019



Policy G6 – Public Interest Disclosure

1. Policy Intention

To detail internal procedures describing the manner in which the Shire of Murray will comply with its obligations under the *Public Interest Disclosure Act 2003*.

2. Policy

The Shire of Murray (the Council) acknowledges its obligations under the *Public Interest Disclosure Act 2003* (the Act) and in doing so:

2.1 Will ensure that staff are supported under the Act. The Council:

- does not tolerate corrupt or other improper conduct, including mismanagement of community resources, in the exercise of the public functions of the Shire of Murray and its officers, employees and contractors.
- is committed to the aims and objectives of the Act. It recognises the value and importance of contributions of staff to enhance administrative and management practices and strongly supports disclosures being made by staff as to corrupt or other improper conduct.
- will take all reasonable steps to provide protection to staff who make such disclosures from any detrimental action in reprisal for the making of a public interest disclosure.
- does not tolerate any of its officers, employees or contractors engaging in acts of victimisation or reprisal against those who make public interest disclosures.

2.2 Has in place an internal procedure that describes the manner in which:

- disclosures of public interest information shall be made to the Public Interest Disclosure Officer (PID Officer) of the Council.
- the person from time to time holding or acting in the position of **Director Corporate Services** ~~Place and Community Development~~ is designated as the Public Interest Disclosure Officer, or PID Officer of the Shire of Murray.
- the PID Officer shall investigate the information disclosed, or cause that information to be investigated.
- the PID Officer may take action following the completion of the investigation.
- the PID Officer shall report to the informant as to the progress and outcome of that investigation and the action taken as a consequence.
- the confidentiality of the informant, and any person who may be the subject of a public interest disclosure, shall be maintained.
- records as to public interest disclosure shall be maintained and reporting obligations complied with.



Policy G11 – Purchasing

1. Policy Intention/Objective

The objectives of this Policy are to ensure that all Shire purchasing activities:

- demonstrate that best value for money is attained;
- demonstrate support to purchasing local at every opportunity within the guidelines of this Policy;
- are compliant with relevant legislations, including the Act and Regulations;
- are recorded in compliance with the *State Records Act 2000* and associated records management practices and procedures;
- mitigate probity risk, by establishing consistent and demonstrated processes that promotes openness, transparency, fairness and equity to all potential suppliers;
- ensure that the sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment;
- are conducted in a consistent and efficient manner; and,
- that ethical decision making is demonstrated.

2. Policy

The Shire is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance and that comply with the *Local Government Act 1995* (the “Act”) and Part 4 of the *Local Government (Functions and General) Regulations 1996*, (the “Regulations”).

Procurement processes and practice’s to be complied with are defined within this Policy.

3. Ethics & Integrity

3.1 Code of Conduct

All purchasing officers and employees undertaking purchasing activities must have regard for the Shire of Murray Code of Conduct requirements and shall observe the highest standards of ethics and integrity at all times. All officers and employees must act in an honest and professional manner at all times which supports the community standing of the Shire.

3.2 Purchasing Principles

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all purchasing decisions and the efficient, effective and proper expenditure of public monies based on achieving value for money;
- all purchasing practices shall comply with relevant legislation, regulations, and requirements consistent with the Shire of Murray policies and the Code of Conduct;
- purchasing is to be undertaken on a competitive basis where all potential suppliers are treated impartially, honestly and consistently;

- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies and procedures, audit requirements and relevant legislation;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed; and
- any information provided by a supplier shall be treated as commercial-in-confidence and should not be released unless authorised by the supplier or relevant legislation.

4. Value for Money

4.1 Overview

Value for money is determined when the consideration of price, risk and qualitative factors that are assessed to determine the most advantageous outcome to be achieved.

As such, purchasing decisions must be made with greater consideration than obtaining the lowest price, but also to incorporate qualitative and risk factors into the decision making process.

4.2 Application

An assessment of the best value for money outcome for any purchasing process should consider:

- all relevant total costs of ownership and benefits including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal;
- the technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality, including but not limited to an assessment of levels and currency of compliances, value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, ease of after sales service, ease of communications etc.
- financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history);
- a strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable;
- the safety requirements associated with both the product design and specification offered by suppliers and the evaluation of risk when considering purchasing goods and services from suppliers;
- purchasing of goods and services from suppliers that demonstrate sustainable benefits and good corporate social responsibility; and
- providing opportunities for businesses within the Shire's boundaries to be given the opportunity to quote for providing goods and services wherever possible.

5. Purchasing Requirements

5.1 Legislative / Regulatory Requirements

The requirements that must be complied with, including purchasing thresholds and

and processes, are prescribed within the Act, Regulations, this Policy and associated purchasing procedures in effect.

5.2 Purchasing Generally

Purchasing that is \$250,000 or below in total value (excluding GST) must be in accordance with the purchasing requirements under the relevant threshold as defined under section 5.5 of this Purchasing Policy.

Purchasing that exceeds \$250,000 in total value (excluding GST) must be put to public Tender unless it is determined that a regulatory Tender exemption in the Act or Regulations is provided, or as stated in this Policy.

5.3 Purchasing Value Definition

Determining purchasing value is to be based on the following considerations:

1. Exclusive of Goods and Services Tax (GST);
2. The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the Shire will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased. A best practice suggestion is that if a purchasing threshold is reached within three years for a particular category of goods, services or works, then the purchasing requirement under the relevant threshold (including the tender threshold) must apply.
3. Must incorporate any variation to the scope of the purchase and be limited to a 10% tolerance of the original purchasing value.

5.4 Purchasing from Existing Contracts

Where the Shire has an existing contract in place, it must ensure that goods and services required are purchased under these contracts to the extent that the scope of the contract allows. When planning the purchase, the Shire must consult its Record Management System in the first instance before seeking to obtain quotes and tenders on its own accord.

5.5 Purchasing Thresholds

The table below prescribes the purchasing process that approved purchasing officers must follow, based on the purchase value:

Purchase Value Threshold	Purchasing Requirement
Up to \$5,000	<p><i>Seek at least one written quote, with the order of preference being from -</i></p> <ol style="list-style-type: none"> <i>1. the open market using the Shire's online procurement portal;</i> <i>2. an existing panel of pre-qualified suppliers administered and maintained by the Shire; or</i> <i>3. a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA).</i> <p>Purchase directly from a supplier and at least one (1) oral or written quotation must be sought from a suitable supplier, either from:</p> <ul style="list-style-type: none"> • an existing panel of pre-qualified suppliers administered and maintained by the Shire; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA); or • from the open market. <p>A quotation from a local (Shire) supplier must be obtained where possible.</p>

<p>Over \$5,000 and up to \$50,000</p>	<p>Seek at least two written quotations from suppliers following a brief outlining the specified requirements, with the order of preference being from - either from:</p> <ol style="list-style-type: none"> 1. the open market using the Shire's online procurement portal; 2. an existing panel of pre-qualified suppliers administered by the Shire; or 3. a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA. ; or <p>• from the open market.</p> <p>A quotation from a local (Shire) supplier must be obtained where possible.</p>
<p>Over \$50,000 and up to \$250,000</p>	<p>Seek at least three written quotations from suppliers by formal invitation under a Request for Quotation, containing price and detailed specification of goods and services required. The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy.</p> <p>Quotations within this threshold are to may be sourced as follows obtained from, with the order of preference being from:</p> <ol style="list-style-type: none"> 1. the open market using the Shire's online procurement portal; 2. an existing panel of pre-qualified suppliers administered by the Shire; or 3. a pre-qualified supplier on the WALGA Preferred Supply Program, or State Government CUA; or <p>Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Shire through the WALGA preferred supply program or State Government (CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained.</p> <p>A quotation from a local (Shire) supplier must be obtained where possible.</p>
<p>Over \$250,000</p>	<p>Where the purchasing requirement is not suitable to be met through a panel of pre-qualified suppliers, or any other tender-exempt arrangements as listed in this Policy, conduct a public Request for Tender process in accordance with Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i>, this policy and the Shire's tender procedures. The procurement decision is to be based on pre-determined evaluation criteria (as determined by the Chief Executive Officer under Delegated Authority or by Council where a Delegation does not apply) that assesses all value for money considerations in accordance with the definition stated within this Policy.</p>

5.6 Determination of Approved Purchasing Officers / Processes and Procedures

The Chief Executive Officer is responsible for determining the employees permitted to procure goods and services under this Policy and for determining associated expenditure approval levels and the associated processes and procedures.

5.7 Tendering Exemptions

An exemption to publicly invite tenders may apply in the following instances:

- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement (CUA).
- the purchase is from a Regional Local Government or another Local Government;
- the purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Small Business Development Corporation, where the consideration under contract is worth \$250,000 or less and represents value for money;
- the purchase is acquired from an Australian Disability Enterprise and represents value for money;
- the purchase is from a pre-qualified supplier under a Panel established; in accordance with the Act and Regulations; and,
- any of the other exclusions under Regulation 11 of the Regulations apply.

5.8 Inviting Tenders under the Tender Threshold (\$250,000 or Less)

Where considered appropriate and beneficial, the Chief Executive Officer may consider publicly advertising Tenders in lieu of undertaking a Request for Quotation for purchases under the tender threshold. This decision should be made after considering the benefits of this approach in comparison with the costs, risks, timeliness and compliance requirements and also whether the purchasing requirement can be met through the WALGA Preferred Supply Program or State Government CUA.

If a decision is made to undertake a public Tender for contracts expected to be \$250,000 or less in value, the Shire's tendering procedures must be followed in full.

5.9 Sole Source of Supply

Where the purchasing requirement is over the value of \$5,000 and of a unique nature that can only be supplied from one supplier, the purchase is permitted without undertaking a tender or quotation process. This is only permitted in circumstances where the Shire is satisfied and can evidence that there is only one source of supply for those goods, services or works. The Shire must use its best endeavours to determine if the sole source of supply is genuine by exploring if there are any alternative sources of supply. Once determined, the justification must be endorsed by the relevant Director, prior to a contract being entered into.

From time to time, expression of interest may be publicly invited to effectively determine that one sole source of supply still genuinely exists.

5.10 Anti-Avoidance

The Shire shall not enter into two or more contracts or create multiple purchase order transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the consideration of the purchase below a particular purchasing threshold, particularly in relation to Tenders and to avoid the need to call a public Tender.

5.11 Emergency Purchases

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency situation as provided for in the Act.

In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken and purchases in these circumstances are to be facilitated by the Chief Executive Officer or the appointed Local Recovery Coordinator.

An emergency purchase does not relate to purchases not planned for due to time constraints. Every effort must be made to anticipate purchases in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

6. Records Management

Records of all purchasing activity must be retained in compliance with the State Records Act 2000 (WA), the Shire of Murray Records Management Policy and associated procedures and procurement practices.

For each procurement activity, such documents may include:

- The procurement initiation document such as a procurement business case which justifies the need for a contract to be created (where applicable);
- Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the contract;
- Request for Quotation/Tender documentation;
- Copy of public advertisement inviting tenders, or the notice of private invitation (whichever is applicable);
- Copies of quotes/tenders received;
- Evaluation documentation, including individual evaluators note and clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;
- All correspondence to respondents notifying of the outcome to award a contract;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of contract(s) with supplier(s) formed from the procurement process.

7. Sustainable Procurement and Corporate Social Responsibility

The Shire is committed to providing a preference to suppliers that demonstrate sustainable business practices and high levels of corporate social responsibility (CSR). Where appropriate practicable purchasing officer shall endeavour to provide an advantage to suppliers demonstrating that they minimise environmental and negative social impacts and embrace CSR. CSR considerations must be balanced against value for money outcomes in accordance with the Shire's sustainability objectives.

8. Buy Local Policy (Excluding Tenders)

As much as practicable, the Shire must:

- where appropriate, consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses;
- consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
- ensure that procurement planning addresses local business capability and local content;

- explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
- avoid bias in the design and specifications for Requests for Quotation and Tenders – all Requests must be structured to encourage local businesses to bid; and
- provide adequate and consistent information to potential suppliers.

To this extent and for the purposes of supporting buying local, as a demonstrated benefit or contribution to the local economy, suppliers based within the boundaries of the Shire of Murray, for at least six (6) months prior to a Request for Quotation being sought are afforded the following a buy local price preference, for the purposes of assessment –

- 15% for purchases up to \$100,000 (ex GST).
- A flat \$15,000 for all purchases between \$100,000 and \$150,000 (ex GST) **during a State of Emergency declaration as defined in the Emergency Management Act 2005, section 3.** [See Footnote],
- A flat \$20,000 for all purchases between \$150,001 and \$250,000, (ex GST) [See Footnote] **during a State of Emergency declaration as defined in the Emergency Management Act 2005, section 3.**

A regional price preference in accordance with Policy F1 is afforded for procurement by way of Tender.

9. Purchasing from Disability Enterprises

Pursuant to Part 4 of the Local Government (Functions and General) Regulations 1996, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from an Australian Disability Enterprise, as registered on www.ade.org.au. This is contingent on the demonstration of value for money.

Where possible and practicable, Australian Disability Enterprises are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting for assessment purposes, as outlined in section 8 is to be afforded for the purposes of quotes and tenders to provide advantages to Australian Disability Enterprises.

10. Purchasing from Aboriginal Businesses

Pursuant to Part 4 of the Local Government (Functions and General) Regulations 1996, the Shire is not required to publicly invite tenders if the goods or services are to be supplied from a person registered on the Aboriginal Business Directory published by the Small Business Development Corporation on www.abdwa.com.au, where the expected consideration under contract is worth \$250,000 or less. This is contingent on the demonstration of value for money.

Where possible and practicable, Aboriginal businesses are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting for assessment purposes, as outlined in section 8 is to be afforded for the purposes of quotes and tenders to provide advantages to Aboriginal owned businesses, or businesses that demonstrate a high level of aboriginal employment.

11. Pre-Qualified Suppliers

To further support effective procurement in accordance with this Policy, Council or the Chief Executive Officer may under Delegated Authority approve the creation of a Panel of Pre-qualified Suppliers (Panel) under Regulation 24AC of the *Local Government (Functions and General) Regulations 1996*.

The following factors are to apply if a Panel is to be created:

- A determination is to be made that a range of similar goods and services are required to be purchased on a continuing and regular basis;

- there are numerous potential suppliers in the local and regional procurement-related market sector(s) that satisfy the test of 'value for money';
- the purchasing activity under the intended Panel is assessed as being of a low to medium risk;
- the Panel will streamline and will improve procurement processes; and
- a capability and capacity exists to establish, manage the risks and achieve the benefits expected of the proposed Panel.

11.1 Establishing a Panel

Should it be determined that a Panel would be beneficial to be created, it must be created in accordance with Part 4, Division 3 the *Local Government (Functions and General) Regulations 1996*.

- Panels may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.
- Panels may be established for a minimum of two (2) years and for a maximum length of time formally determined.
- Evaluation criteria must be determined and communicated in the application process by which applications will be assessed and accepted.
- Where a Panel is to be established at least three (3) suppliers to each category will endeavour to be appointed, on the basis that best value for money is demonstrated. Where less than three (3) suppliers are appointed to each category within the Panel, a category is not to be established.
- In each invitation to apply to become a pre-qualified supplier (through a procurement process advertised through a state-wide notice), a clear statement is to be provided to indicate the expected number of suppliers to put on the panel.
- Should a Panel member leave the Panel, they may be replaced by the next ranked Panel member determined in the value for money assessment should the supplier agree to do so, with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

11.2 Distributing Work amongst Panel Members

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether it is intended to:

- Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases, in accordance with Clause 11.3; or
- Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances; or,
- Develop a ranking system for selection to the Panel, with work awarded in accordance with Clause 11.2(b).

In considering the distribution of work among Panel members, the detailed information must also prescribe whether:

- a) each Panel member will have the opportunity to bid for each item of work under the Panel, with pre-determined evaluation criteria forming part of the invitation to quote to assess the suitability of the supplier for particular items of work. Contracts under the pre-qualified panel will be awarded on the basis of value for money in every instance; or

- b) work will be awarded on a ranked basis, which is to be stipulated in the detailed information set out under Regulation 24AD(5)(f) when establishing the Panel.

An invitation is to be sent to the highest ranked Panel member, who is to give written notice as to whether to accept the offer for the work to be undertaken. Should the offer be declined, an invitation to the next ranked Panel member is to be made and so forth until a Panel member accepts a Contract. Should the list of Panel members invited be exhausted with no Panel member accepting the offer to provide goods/services under the Panel, an invitation to suppliers that are not pre-qualified under the Panel, in accordance with the Purchasing Thresholds stated in section 5.5 of this Policy.

When a ranking system is established, the Panel must not operate for a period exceeding 12 months.

In every instance, a contract must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes options to extend the contract.

11.3 Purchasing from the Panel

The invitation to apply to be considered to join a panel of pre-qualified suppliers must state whether quotations are either to be invited to every member (within each category, if applicable) of the Panel for each purchasing requirement, whether a ranking system is to be established, or otherwise.

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be made through eQuotes, or any other electronic quotation facility.

11.4 Recordkeeping

Records of all communications with Panel members, with respect to the quotation process and all subsequent purchases made through the Panel, must be kept.

For the creation of a Panel, this includes:

- The Procurement initiation document such as a procurement business case which justifies the need for a Panel to be created;
- Procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the Panel;
- Request for Applications documentation;
- Copy of public advertisement inviting applications;
- Copies of applications received;
- Evaluation documentation, including clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;
- All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;
- Contract Management Plans which describes how the contract will be managed; and
- Copies of framework agreements entered into with pre-qualified suppliers.

Itemised records of all requests for quotation, including quotations received from pre-qualified suppliers and contracts awarded to Panel members must be kept.

A unique reference number shall be applied to all records relating to each quotation process, which is to also be quoted on each purchase order issued under any subsequent contract. Information with regards to the Panel offerings, including details of suppliers appointed to the Panel, must be kept up to date, consistent and made available for access by all officers and employees.

~~Footnote: Covid-19 Business and Community Response (Item 5.2 SCM 9 April 2020)~~

~~If/when the Department of Local Government increases the tender threshold to \$250,000 during the State of Emergency, the following be applied:~~

~~A flat \$20,000 for all purchases between \$150,001 and \$250,000;~~

~~The Local Government (Functions and General Regulations 1996 (Regulation 11) was amended to increase the tender threshold to \$250,000 on 9 April 2020 (GG No 54). Regulation 11 (2) was also amended to include-~~

~~"the supply of the goods or services is associated with a state of emergency; or
"~~

~~In this Policy the necessary temporary adjustments have been made to support Council's recommendation in respect to purchasing during a state of emergency.~~

Previous Policy Reference	CA19	
Related Legislation	<i>Local Government Act 1995, Local Government (Functions and General) Regulations 1996, State Records Act 2000</i>	
Related Policies	Policy F1 – Regional Price Preference	
Related Documents	State Government Common Use Arrangements, WA Aboriginal Business Directory	
Last Reviewed	December 2019	
Next Review Date	2021	
Initial Adoption Date	30 June 2011	
Initial Adoption Resolution	OCM11/099	
Amendment Record	OCM12/149	26 July 2012
	OCM15/155	25 June 2015
	OCM15/294	22 October 2015
	OCM18/08	22 February 2018
	OCM18/259	20 December 2018
	SCM20/050	9 April 2020



Policy G14 – Fraud and Corruption Control

1. Policy Intention

The Shire is committed to the prevention, detection, investigation, response and monitoring of fraud and corruption related activities.

The objective of this Policy is to ensure that the Shire actively seeks to identify and limit its exposure to fraud and corruption, and provide an avenue for the reporting of fraud and corruption related activities.

This Policy is consistent with, and supported by Council's legislative obligations, Policy G1 – Code of Conduct, and the Fraud and Corruption Control Strategy.

2. Policy

As Council is the custodian of significant public funds and assets, it is important that the community has assurance that these are adequately protected from fraud and corruption. Council has developed a structured framework and approach to the implementation and review of fraud and corruption prevention, detection, monitoring and reporting, and aims to ensure that strategies to control fraud and corruption related risks are integrated into existing and new work practices.

This Policy applies to all employees, Council members, committee members, contractors, consultants, and other persons who perform functions on behalf of Shire, such as volunteers.

3. Definitions

3.1 Fraud

Fraud is defined by Australian Standard AS8001-2008 as:

Dishonest activity causing actual or potential financial loss to any person or agency including theft of moneys or other property by employees or persons external to Council and whether or not deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position.

Examples of fraud include but are not limited to:

- evasion of payments owing to the Shire;
- false invoicing;
- obtaining by deceit, benefits to which the recipient is not entitled such as improper reimbursement of expenses or travel allowances;
- charging for goods or services not delivered or only part delivered;
- false timesheet claims or misrepresenting time and work commitments;
- theft of Council property, resources, inventory or cash;
- theft, misuse or wrongful use of information for financial or other gain;

- abuse of position or discretion such as accepting gifts or bribes to facilitate an outcome or gain some form of financial advantage;
- false accounting;
- credit card fraud;
- abuse of local government facilities or assets for personal use;
- disclosing confidential information for personal gain;
- making false statements or altering signatures or other information and materials so as to mislead or misrepresent a position or hide wrongdoing; and
- destroying or removing records without approval for personal gain or to conceal fraudulent activity.

3.2 Corruption

Corruption is defined by Australian Standard AS8001 – 2008 as:

Dishonest activity in which an employee or contractor of the entity acts contrary to the interests of the entity and abuses their position of trust in order to achieve some personal gain or advantage for themselves or for another person or organisation. The concept of 'corruption' can also involve corrupt conduct by the entity, or a person purporting to act on behalf of and in the interests of the entity, in order to secure some form of improper advantage for the entity.

Corruption is any deliberate or intentional wrongdoing that is improper, dishonest or fraudulent and may include:

- conflict of interest;
- failure to disclose acceptance of gifts or hospitality;
- acceptance of a bribe;
- payment or receipt of secret commissions (bribes), which may be paid in money or in some other form of value to the receiver and may relate to a specific decision or action by the receiver or generally;
- release of confidential information in exchange for some form of non-financial benefit or advantage to the employee releasing the information;
- collusive tendering;
- payment or solicitation of donations for an improper political purpose;
- serious conflict of interest involving any local government employee, Elected Members, committee member, contractor, consultant and other persons who perform functions on behalf of Shire, such as volunteers, acting in his or her own self-interest rather than the interests of the Shire;
- serious nepotism or cronyism where the appointee is inadequately qualified to perform the role to which appointed;
- manipulation of the procurement process by favouring one tenderer over others or selectively providing information to some tenderers;
- gifts or entertainment intended to achieve a specific or generic commercial outcome in the short to long-term – an essential element rendering conduct of this type corrupt would be that it is in breach of the entity's values, behavioural code or gifts policy or that it was done without the appropriate transparency;

- bribing officials in order to secure a contract for the supply of goods or services; and
- ‘facilitation’ payments – small one-off payments in cash or in kind intended to secure prompt delivery of goods or services.

4. Responsibilities

4.1 Elected Members are responsible for:

- effective fraud governance.
- setting the strategic direction and monitoring management actions for fraud and corruption risk.
- adopting and adhering to the Fraud and Corruption Control Policy.

4.2 Chief Executive Officer and Executive are responsible for:

- maintaining a corporate governance framework, which includes policies and procedures such as the Fraud and Corruption Control Policy and Code of Conduct, to minimise Council’s vulnerability to fraud and corruption;
- ensuring protection of Shire staff who report suspected fraud and corruption;
- providing leadership, guidance and support to employees in preventing fraud and corruption;
- identify high fraud risk areas; and,
- participating in fraud and corruption risk reviews;

The Chief Executive Officer, under the Corruption, Crime and Misconduct Act 2003 must also notify the Corruption and Crime Commission or the Public Sector Commission if misconduct is suspected.

4.3 Corporate Risk Team is responsible for:

- reviewing risk management framework and associated procedures for the effective identification and management of fraud risks;
- overseeing development and implementation of the Fraud and Corruption Control Strategy, to provide assurance that the Shire has appropriate processes and systems in place to prevent, detect and effectively respond to fraud-related information; and,
- providing leadership in preventing fraud and corruption.

4.4 Management are responsible for:

- ensuring that all employees adhere to the Code of Conduct and Fraud and Corruption Control Policy.
- establishing, maintaining and reviewing control systems to ensure the Shires resources are protected and the risk of fraud or corruption occurring is minimised.
- setting up effective internal controls to detect fraudulent and corrupt activities, and regularly reviewing these controls;
- establishing adequate segregation of duties for all functions where the potential for fraud or corruption risk has been assessed as high;
- reinforcing the requirement for all staff to not engage in corrupt conduct, fraudulent activities or maladministration; **and**

- encouraging the reporting of any suspected fraud, corrupt conduct or maladministration. ~~and immediately reporting all internally reported cases of suspected fraud and corruption to the Chief Executive Officer.~~

4.5 Employees are responsible for:

- contributing to preventing fraud and corruption by following the Code of Conduct, complying with controls, policies, processes and resisting opportunities to engage in fraudulent or corrupt behaviour;
- acting appropriately when using official resources and handling and using public funds, whether they are involved with cash or payment systems, receipts or dealing with suppliers;
- being alert to the possibility that unusual events or transactions could be indicators of fraud or corruption;
- reporting details immediately if they suspect that a fraudulent or corrupt act has been committed or see any suspicious acts or events; and
- co-operating fully with whoever is conducting internal checks, reviews or investigations into possible acts of fraud or corruption.

4.6 Contractors, consultants, volunteers and any other persons who perform public official functions on behalf of Council are responsible for:

- supporting the Shires commitment to preventing fraud and corruption through reporting suspicious behaviour in accordance with the Code of Conduct.
- complying with Council policies and refraining from engaging in fraudulent and corrupt conduct.

5. Detecting, Reporting and Responding to Fraud and Corruption

Strategies used to detect fraud and corruption include audits, internal reviews, and reports of suspected breaches. Policy G1 – Code of Conduct details that any person who has reason to believe that a Council Member, Committee Member or an employee of the Shire of Murray has committed a breach of the Code of Conduct (including engaging in fraud or corruption), may complain about the breach to the Shire’s designated complaints officer. ~~as determined in accordance with the Local Government (Rules of Conduct) Regulations 2007.~~

Disclosures being made about fraud, corruption or other improper conduct can be done so in accordance with Policy G6 – Public Interest Disclosure.

Alternatively, reports of fraud or corruption can be made directly to external parties, such as the Office of the Auditor General, Corruption and Crime Commission, Public Sector Commission and Western Australian Police Force.

Any instances of detected or reported fraud or corruption will be investigated and responded to in accordance with the Code of Conduct.

6. Fraud and Corruption Control Strategy

The Fraud and Corruption Control Strategy has been developed to assist the Shire to meet the objectives of this Policy, and aims to:

- reduce the potential for fraud and corruption within and against the Shire;
- create a culture which seeks to prevent fraud and corruption;
- dedicate resources to the prevention of fraud and corruption;
- implement processes to manage fraud and corruption through risk management practices; and
- provide guidance regarding how to manage suspected instances of fraud or corruption.

Previous Policy Reference	Nil
Related Legislation	<i>Corruption, Crime and Misconduct Act 2003</i> <i>Public Interest Disclosure Act 2003</i> AS 8001 - 2008 Fraud and Corruption Control AS 8003 - 2003 Good Governance Principals
Related Policies	N/A
Related Documents	Policy G1 – Code of Conduct Policy G6 - Public Interest Disclosure Policy G7 – Risk Management
Last Reviewed	N/A
Next Review Date	2022
Initial Adoption Date	19 December 2019
Initial Adoption Resolution	OCM19/270
Amendment Record	



Policy A5 – Information Services

1. Policy Intention

This policy outlines the conditions governing the use of all Information Services facilities provided by the Shire of Murray. The policy applies to Elected Members, staff and to others to whom access to Information Services has been provided.

2. Policy

2.1 General Use

2.1.1 The Shire of Murray reserves the right to, without notice, modify, upgrade, withdraw or otherwise alter any facilities provided.

2.1.2 The Shire of Murray has ownership of all files and e-mail messages stored on Shire computers and reserves the right to examine all computer data and software on its facilities and to monitor usage in order to ensure compliance with this Policy.

2.1.3 Any facilities provided to users are for the business purposes of the Shire of Murray. The Shire will not be responsible for meeting any costs resulting from either the misuse of facilities or the use of facilities for non-business related purposes.

2.1.4 The Shire of Murray supports only those facilities which it provides for business purposes. Hardware, software, operating systems and networking protocols not in use at, or provided and approved by the Shire of Murray Information Services Department, are not supported.

2.2 Storage

2.2.1 All corporate information including correspondence, minutes of meetings, memos, file notes and reports (other than those generated through the Shire's databases) are to be stored in the Electronic Document Management System This is consistent with the legislative requirements of the *State Records Act 2000*.

2.2.2 E-mails and faxes, sent and received, and of corporate nature must be captured and stored in the Electronic Document Management System (EDMS). This is consistent with the legislative requirements of the *State Records Act 2000*.

2.2.3 Hard copy documents must be scanned and registered into the EDMS immediately upon receipt.

2.2.4 Corporate documents must not be stored on desktop computers, ~~or on~~ portable media (i.e.: floppy disks, CDs, DVDs) **or uploaded to personal cloud storage platforms (e.g. Dropbox, OneDrive) without authorisation from Information Services**. There are appropriate methods for storing draft and 'working' documents within the EDMS. Network drives are provided for non-corporate documents only and only limited quotas are allowed. It is the responsibility of each staff member to understand what documents should be stored in the EDMS, this information can be obtained from the Records Department.

2.2.5 Users will be responsible for any loss of data stored on local drives or on portable media.

2.2.6 Duplication of data is to be avoided. Any documents stored in the EDMS should not be stored elsewhere unless access to EDMS is planned to be unavailable or the data is stored on media specifically designed for the purpose of backup.

2.3 Installing Unauthorised Software or Files

- 2.3.1 Users must not purchase, install, copy or use any software without prior written consultation with Information Services.
- 2.3.2 The use of any files that are subject to Copyright regulations that have not been authorised in writing for use by the Copyright owner are not permitted to be used on the Shire of Murray systems.

2.4 Access to Computer Facilities

- 2.4.1 Users may use only those facilities to which they have been properly authorised to use by the relevant Manager/Director. Authorisation must be provided to Information Services in writing before access is provided and/or modified.
- 2.4.2 Users may not use any of the facilities provided by the Shire of Murray in such a way as to reflect poorly upon the Shire either in part or as a whole.
- 2.4.3 Users may not use any of the facilities provided to them by the Shire of Murray in such a way as to achieve personal gain or to earn income external to their employment at the Shire.
- 2.4.4 Where the use of any Information Services facility is governed by a password, the password must not be inappropriately divulged to any other person.
- ~~2.4.5 Users must take every reasonable precaution to ensure that their passwords, accounts, software and data are adequately protected. The password should also meet complexity requirements to avoid unauthorised access.~~
- 2.4.5 Any computer account or facility allocated to a user is for their exclusive use. The user must not allow another person to use it without appropriate authorisation from Information Services, Directors or CEO.
- 2.4.6 Users will comply with any directive (verbal, written or electronic) from Information Services relating to access to Information Services facilities.
- 2.4.7 Any willful damage sustained to IT equipment will result in the costs of repair being sought from the user of the equipment. Any damage sustained to equipment as a result of neglect may result in the costs of repair or replacement being sought from the user of the equipment.
- 2.4.8 Users must be aware that the use of mobile computing facilities may result in significant communications costs. When users do not have access to local call connections to the Shire, on-line time should be kept to a minimum. The Shire of Murray will not be responsible for any excessive costs incurred. Mobile Broadband devices are available for specified staff, as approved by the CEO who have to travel and need internet access.
- 2.4.9 Information Services staff reserve the right to perform schedule and ad-hoc system maintenance tasks outside regular Administration Centre working hours. Where abnormal maintenance tasks are planned notification of the anticipated down time will be communicated if possible. If staff has a particular need for after hour's access to IT facilities they should liaise with Information Services staff in advance to arrange access options.

2.5 Security

- 2.5.1 Regardless of the prevailing security, or lack of security, users shall not access any data or software except data or software that belongs to the user or have been provided for their use, or is stored on a shared medium for which they have been granted access.

- 2.5.2 Users must not attempt to rename, delete, or modify the data of another user without prior authorisation from Information Services, except in the following circumstances:
 - 2.5.2.1 For data or files stored on a shared network facility or transferred in/out via a shared network facility.
 - 2.5.2.2 Under direction of their supervising officer(s) to amend data or files stored in a personal directory.
 - 2.5.3 Anti-virus software protection is provided at both server and desktop level. If a user suspects that their machine has become infected with a virus (or similar type entity) it should be reported immediately to Information Services.
 - 2.5.4 Users are encouraged to log out of their workstations when they are not in use. An auto-locking policy is in place that locks computers if not used for more than 15 minutes.
 - 2.5.5 Users should correctly shut their computer systems down before finishing work each day, unless otherwise requested by Information Services.
 - 2.5.6 Users must report to Information Services, without delay, any breaches (either real or perceived) of security.
 - 2.5.7 ***Users must take every reasonable precaution to ensure that their passwords, accounts, software and data are adequately protected. The password should also meet complexity requirements and never be stored in plain text. A password manager should be used for this purpose (i.e. KeePass).***
 - 2.5.8 ***Users will be responsible for protecting company information from external threats by remaining vigilant and maintaining good cyber security awareness practice.***
- 2.6 **Voice Mail**
- 2.6.1 Voice Mail is a corporate resource for business use and serves to provide a minimum level of customer service when a telephone is unattended. Where possible telephones should be diverted to another officer.
 - 2.6.2 The legitimate use of Voice Mail is for cases where staff are out of their offices for short periods where phone calls would go unanswered. Voice Mail should not be used to take calls when staff are on leave.
 - 2.6.3 Users must work with each other to minimise the reliance on Voice Mail as much as possible. This will serve to ensure that a high level of customer service is maintained.
- 2.7 **IT Support**
- 2.7.1 Requests for new systems will be formal and such requests will be treated in order of priority or in accordance with a directive from the CEO.
 - 2.7.2 Information Services has an Electronic Helpdesk system which users should use to report problems or requests with, to Information Services. This system allows Information Services to attend to service calls in a fair sequence and by level of priority.
- 2.8 **Internet and E-mail**
- 2.8.1 E-mail users *must* delete any unnecessary messages promptly and manage their e-mail files wisely to ensure compliance with limits that are set on mailbox sizes; therefore, users should make sure e-mails are registered into the EDMS.
 - 2.8.2 When commencing leave, staff should utilise the ability of the email software to forward incoming mail to the person who is acting in the position during their absence or set an out of office message.
 - 2.8.3 Outlook Calendars are regarded as a management tool and should be made available for other staff to review. Personal appointments can be marked 'Private' so reviewers may not see the details of the content.

2.9 What is Acceptable Use in regards to Internet and E-mail?

2.9.1 Subject to the balance of this policy, employees may use the Internet access provided by the Shire of Murray for:

2.9.1.1 Work-related purposes.

2.9.1.2 Sending and receiving personal email messages, provided that if email messages are sent with a Shire of Murray email address in the from: or Reply -To: header, a disclaimer shall accompany the email to the effect that the views of the sender may not represent those of Shire of Murray.

2.9.1.3 Accessing the World Wide Web for limited personal purposes, provided in each case that the personal use is moderate in time, does not incur cost for the Shire and does not interfere with the employment duties of the employee or his or her colleagues.

2.9.1.4 Utilising any other Internet service or protocol for personal purposes after obtaining permission in writing, to do so, from the Shire's Information Services.

2.9.2 E-mail messages of a corporate nature that leave the Shire of Murray destined for an external organisation are public records and must be captured in the EDMS. Any corporate e-mail messages that officers receive must also be captured in this manner. If the user is unclear of how to capture the correspondence in the EDMS themselves such messages should be forwarded to Records staff to facilitate this legislative (*State Records Act 2000*) requirement.

2.10. What is Not Acceptable Use in regards to Internet and E-mail?

2.10.1 Except in the course of an employee's duties or with the express permission of the Shire, the Internet access provided by the Shire may not be used for:

2.10.1.1 Personal commercial purposes.

2.10.1.2 Sending unsolicited bulk email such as advertising or announcements that are not related to Council business to any group.

2.10.1.3 Sending any e-mail that is inappropriate, for example, e-mails that contains pornographic material, profanity, racial and sexual discrimination, forwarding of hoaxes, chain-mail, spam, harassing colleagues or knowingly sending or forwarding virus-infected e-mails.

2.10.1.4 Disseminating confidential information of the Shire of Murray.

2.10.1.5 Any illegal purpose.

2.10.1.6 Knowingly causing interference with or disruption to any network, information service, equipment or any user thereof.

2.10.1.7 Disseminating personal contact information of officers or employees of the Shire without their consent.

2.10.1.8 Knowingly causing any other person to view content which could render the Shire liable pursuant to equal opportunity or sexual discrimination legislation at the suit of that person; or

2.10.1.9 The use of real-time messaging services such as ICQ, MSN, Yahoo or similar programs.

2.10.1.10 Web sites including but not limited to those of the following nature:

- Adult Entertainment;
- Pornography;

- Chat Rooms / Channels.

2.10.1.11 Reference the Shire of Murray Code of Conduct Policy and Social Media Management Practice HR019 for information relating to accessing and using Social Media.

2.11 Example of Disclaimer to be used

This e-mail message, including any attached files, is private and may contain information that is confidential. Only the intended recipient may access or use it. If you are not the intended recipient please delete this e-mail and notify the sender promptly. The views of this sender may not represent those of the Shire of Murray. The Shire uses virus-scanning software but exclude all liability for viruses or similar defects in any attachment.

2.12 Consequences of Unacceptable Use

2.12.1 The Shire of Murray keeps and may monitor logs of Internet usage which may reveal information such as which Internet servers (including World Wide Web sites) have been accessed by employees, and the email addresses of those with whom they have communicated. The Shire of Murray will not, however, engage in real-time surveillance of Internet usage, will not monitor the content of email messages sent or received by its employees unless a copy of such message is sent or forwarded to the company by its recipient or sender in the ordinary way, and will not disclose any of the logged, or otherwise collected, information to a third party except under compulsion of law.

2.12.2 Responsibility for use of the Internet that does not comply with this policy lies with the employee so using it and such employee must indemnify the Shire of Murray for any direct loss and reasonably foreseeable consequential losses suffered by the Shire by reason of the breach of policy.

2.12.3 The Shire of Murray will review any alleged breach of this Acceptable Use Policy on an individual basis.

Previous Policy Reference	CA21	
Related Legislation	N/A	
Related Policies	N/A	
Related Documents	Social Media Management Practice – HR019	
Last Reviewed	December 2019	
Next Review Date	2021	
Initial Adoption Date	23 April 2010	
Initial Adoption Resolution	OCM10/066	
Amendment Record	OCM12/149	26 July 2012
	OCM15/155	25 June 2015
	OCM18/008	22 February 2018
	OCM19/270	19 December 2019



Policy A12 – Appointment of Rangers as an Authorised Officer/Person

1. Policy Intention

To streamline the process for the appointment of Rangers and other employees as required by the various Acts that Council administers.

2. Policy

That appointment of Rangers and other employees as determined in writing by the Chief Executive Officer will include the authority to administer and enforce the following Acts and Local Laws and the authority to instigate action in any Court of Competent Jurisdiction in relation to the appointments:

- To exercise the powers of a Poundkeeper and Ranger under Part XX of the *Local Government (Miscellaneous Provisions) Act 1960*;
- To exercise any of the powers as an Authorised Person conferred in Part 3, Division 3, Subdivision 4 of the *Local Government Act 1995* pursuant to Section 3.39;
- To exercise any of the powers as an Authorised Person conferred in Part 9, Division 2 of the *Local Government Act 1995* pursuant to Section 9.10;
- To exercise the powers as an Authorised Person conferred in Sections 11 and 29 of the *Dog Act 1976* for the purposes of registering, seizing, impounding, detaining and destroying of dogs and Section 33E (1) of the Act as a person generally authorised to deal with Division 2 of the *Dog Act 1976*;
- To enforce the provisions of the *Litter Act 1979* as an Authorised Officer pursuant to Section 26 (1)(c) of *Litter Act 1979*;
- To enforce the provisions of the *Bush Fires Act 1954* as a Fire Control Officer pursuant to Section 38(1) and as a person authorised by Section 59 to institute and carry on proceedings and issue any infringement notice on behalf of the Local Government.
- As an Authorised Person pursuant to Section 17 of the *Caravan Park and Camping Grounds Act 1995*;
- As an Authorised Person pursuant to Section 48 of the *Cat Act 2011*;
- As an Authorised Person pursuant to all Local Laws adopted by Council, and
- **As inspectors under the *Biosecurity and Agriculture Management Act 2007* for the control and management of narrow-leaf cottonbush specifically, when appointed by the Director General of the Department of Primary Industries and Regional Development.**

Previous Policy Reference	CS12	
Related Legislation	<i>Local Government Act 1995, Dog Act 1976, Local Government (Miscellaneous Provisions) Act 1960, Caravan and Camping Grounds Act 1995, Bush Fires Act 1954, Cat Act 2011, Litter Act 1979, Biosecurity and Agriculture Management Act 2007</i>	
Related Policies	N/A	
Related Documents	Shire of Murray Delegation of Authority Register – 1.8	
Last Reviewed	January 2018	
Next Review Date	2021	
Initial Adoption Date	30 September 1999	
Initial Adoption Resolution	OCM99/350	
Amendment Record	OCM11/099	30 June 2011
	OCM12/149	26 July 2012
	OCM15/155	25 June 2015



Policy C11 – Lane Allocation – Murray Aquatic & Leisure Centre

1. Policy Intention

To ensure that lane allocation to pool stakeholders is allocated fairly, and does not exclude public use of facilities.

2. Policy

2.1 General

- 2.1.1 The Murray **Aquatic &** Leisure Centre will always aim to retain some pool space for recreational use, unless the public are notified of an event, function or activity that prohibits this.
- 2.1.2 The Murray **Aquatic &** Leisure Centre has responsibility for the allocation of pool space for casual recreational and structured recreational use including swimming clubs.
- 2.1.3 The management of the Murray **Aquatic &** Leisure Centre will have the overall right to cancel any bookings if the need arises. This would only be necessary in unforeseen circumstances and users will be provided with as much notice as is practicable.
- 2.1.4 Council reserves the right to approve special events (including, but not limited to School Carnivals) as a priority over the regular bookings.
- 2.1.5 All users will at all times endeavour to maintain cordial relations with other pool patrons, coaching personnel, pool staff and representatives of the Shire and Council.
- 2.1.6 All users will at all times remember that this is a public facility and ensure their behaviour does not affect the ability of other patrons to enjoy the Murray **Aquatic &** Leisure Centre.

2.2 Fees and Charges

- 2.2.1 In recognition of the need to support continued growth of swimming clubs, a discount of 90% will be applied to lane hire charge for a local not for profit Club training at the Murray **Aquatic &** Leisure Centre. The discount rate is 85% from 1 July 2019/20, **reducing to 80% from 1 July 2021/22.**
- 2.2.2. Standard entry fees will be applicable to all members of swimming clubs other than nominated coaches of each club.

2.3 Pool Lane Allocation

Clubs and User Groups are required to allocate lanes based on the age groups of swimmers and in accordance with the minimum numbers of swimmers per lane.

Age/defining factor	No of swimmers required for additional lane allocation
Up to 11 years	Eight per lane
12 to 14 years	Six per lane
15 years and over	Five per lane

Priority lane space will be provided to the home Clubs, being the Pinjarra Piranhas and the Murray Masters.

2.4 Coaching from a Public Space

No coaching from a public lane is permitted other than in circumstances where the coaching:

1. Is being undertaken by an immediate family member; and
2. Is not on a regular basis; and
3. Is for a short-term period (for example: training for a school sports carnival).

Or where

1. More than three lanes are available for general public use, and
2. The coaching causes no disruption to other swimmers.

Murray **Aquatic & Leisure** Centre management have the authority to determine if the conditions are not suitable for coaching, e.g. where environmental conditions result in large numbers of recreational swimmers seeking to use the facility and further public space is required.

For the purposes of this clause, the following definitions apply:

Family member: Parent, grandparent, brother or sister

Regular: On a day or time that is consistent over the short-term period

Short term period: A period less than six weeks

2.5 Refusal to Comply

A Club or patron refusing to comply with the directions of Pool Staff or who behaves in any way that is deemed inappropriate by staff may:

1. be requested to leave the Centre;
2. result in cancellation of a membership;
3. be banned from future entry into the Centre.

3.0 Definitions

Local Club – A Club is defined as local, if more than 50% of its members reside in the Shire of Murray.

Previous Policy Reference	CC16	
Related Legislation	N/A	
Related Policies	N/A	
Related Documents	N/A	
Last Reviewed	December 2019	
Next Review Date	2021	
Initial Adoption Date	31 July 2014	
Initial Adoption Resolution	OCM14/096	
Amendment Record	OCM15/155	25 June 2015
	OCM15/199	13 August 2015
	OCM19/64	24 April 2019



Policy W13 – Naming of Localities, Roads, Parks and Reserves and Buildings

1. Policy Intention

To establish a process for dealing with the naming of new streets and reserves and Shire buildings.

2. Policy

The Shire of Murray will undertake any naming actions **generally** in accordance with the below specifications. ~~and the Geographic Names Committee's Principles, Guidelines and Procedures:~~

All applications for naming under clauses 2.1 to 2.7 shall be in writing with any necessary supporting information being provided, as directed.

In the case of any inconsistency with this Policy, the Landgate Policies and Standards for Geographical Naming in Western Australia, will prevail in the case of any naming request.

2.1 Localities

- Locality names shall not be duplicated locally, within the State or Nationally.
- A locality name should be non-controversial, have broad based local community support and be acceptable to the wider community and not divisive.
- A locality name shall not be abbreviated or contain an abbreviation or acronym. e.g. "Mount" shall not be abbreviated; however, "St" may be used as an abbreviation for "Saint"
- A locality name shall not contain diacritical marks, full stops or numerals.
- A locality name shall not include possessive apostrophes (e.g... "Bethels Green" not "Bethel's Green").
- Apostrophes forming part of an eponymous name (e.g. O'Neill) may be included.
- A locality name shall avoid the inclusion of qualifying terminology, cardinal indicators or similar prefixes or suffixes (e.g. Upper, New, North, South). Where such is unavoidable, it should only be used as a suffix in order to minimise ambiguity and confusion.
- Locality names shall have uniformity of spelling with associated feature names, in that names derived from same source should have same spelling (e.g. McDonnell, Mount McDonnell, not McDonnell, Mount MacDonnell).
- A locality name should preferably be a single word.
- Locality names shall not be similar in spelling or sound (e.g. Wytmont, Whitmont) to any other locality, within the state and preferably not within the country.
- Traditional indigenous names should be recognised.
- Where locality names may be derived from indigenous sources, the local indigenous community shall be consulted for input and endorsement.
- Where a name is derived from an indigenous language it shall comply with the written form, should one exist and be supported by evidence to satisfy the Naming Authority
- Locality boundaries should not separate areas of community interest.
- Locality boundaries shall follow definite and distinguishable community or physical features or barriers (e.g. creeks, rivers, breaks in residential developments, large open spaces, centrelines of major roads, railways or pipelines etc).

- Locality boundaries shall not extend across local government boundaries.
- Promotional “Estate Names” used for marketing purposes are not acceptable as a substitution for a Locality Name

2.2 Road Names

- All public roads shall be named uniquely and unambiguously.
- All roads that can be used as part of an address for an address site shall be named.
- All private roads that are accessible to the public shall be named. This includes (but not limited to) roads within complexes such as universities, hospitals, retirement villages, and roads in forests, parks, or other public reserves etc.
- The name of a road shall be unique and unambiguous within the local government area and within the locality. To avoid all risk of confusion of location, it should preferably be a unique across neighbouring local governments.
- All road names shall include a road type. Road types shall be selected from the specified lists that convey their function.
- Road name extensions (suffixes) after the type shall not be used. (e.g. Smith Street South).
- Irrespective of the road “type” assigned, a road name shall be unique. – Road names with the same name but different in type are not considered unique (e.g. “Smith Lane” and “Smith Street” are not acceptable).
- A single name may be assigned to a road that passes through more than one local government area. In such cases the name and extent of the road should be determined through liaison with the relevant naming authorities.
- The start and end points of a road/road name shall be clearly identifiable.
- Other than a median strip, the extent of a road name shall not include more than one length of physically contiguous road, i.e., not have two or more separately drivable sections.
- A length of road shall have only one name.
- Road name prefixes shall not be used.
- A directional or similar device shall not be used as a prefix or a suffix to uniquely define road extremities, i.e. names such as White Road “East” / White Road “West” are not acceptable road naming practice. Such extremities shall be separately and uniquely named.
- The naming of a road using “origin-destination” shall not be permitted. A road name shall consist only of letters and spaces and, where necessary, a hyphen, apostrophe or macron. Excepting an anglicising apostrophe in a surname (e.g. “O’Connor” Road), road names shall not include possessive apostrophes (e.g. “Burkes Road” not “Burke’s Road”), numerals, full stops, or, other diacritical marks.
- Road names shall not be abbreviated or contain an abbreviation or acronym. e.g. “Mount” shall not be abbreviated; however, “St” may be used as an abbreviation for “Saint”.
- A road name shall have the same spelling as any associated or source name (i.e. McDonnell and McDonnell Road, not McDonnell and MacDonnell Road).

- Names should generally be simple, easily pronounced, and easily understood.
- The road name and type should be relatively short and shall not exceed 40 characters in total.
- “Unique” and “unambiguous” as it applies to a road name also means that it shall not sound similar or be spelt similar to another name.

Where existing roads are extended into new sub divisional estates, the existing road name shall to apply so as to avoid confusion for road users.

Allocate street names to new streets, based upon all such names being taken from an approved Shire of Murray Register of Road Names adopted by the Council and endorsed for use by the Geographic Names Committee of Western Australia, within Landgate.

Developers of all subdivisions and/or developments that create new roads which do not have a name allocated to them be required to:

- (a) Choose road names from the approved Register of Road Names and submit that information to the Shire and Landgate; or
- (b) submit a list of alternate road names, together with origins for the names and the reasons for the new road names, to the Shire for consideration by Council.

That where names of deceased former Councillors or nominated deceased community members are to be allocated, their immediate relatives shall be approached to ascertain whether they have any objections to the use of their name.

2.3 Naming of Parks and Reserves

- Priority will be given to the naming of parks and reserves after an adjacent street or feature to maximise the identification of that park or reserve with an area. The ‘road type’ is not to be included as part of the name.
- ‘Reserve’ is only to be used as part of the name if the whole of the area to be named is reserved under the *Land Administration Act 1997* and therefore has a reserve number.
- Names that commemorate or may be construed to commemorate living persons will not be considered for parks or reserves over 1ha.
- Proposals to name parks or reserves should include evidence of strong community support for the name.
- For personal names, the person being honoured by the naming should have either had a direct long-term association with the area, or have made a significant contribution to the area of the proposed park or reserve, or the State. Association or contribution can include:
 1. Two or more terms of office on a local government council.
 2. Twenty or more years’ association with a local community group or service club. Action by an individual to protect, restore, enhance or maintain an area that produces substantial long-term improvements for the community or area.
- Service to the community or organisation must have been voluntary.
- Given names may be included as part of the naming proposal, and given and surname combinations are acceptable.

- Death and former ownership of land are not acceptable reasons for proposing a name, unless previous criteria apply.

2.4 Naming of Parks and Reserves under 1ha

- The approval of the Minister for Lands Information is not required. **but Landgate must be consulted and any naming proposed must be supported prior to implementation** ~~advised of all names assigned.~~
- The names of living persons are acceptable, except for those persons holding any form of public office

The general guidelines listed above shall apply for the naming of such parks and reserves.

2.5 Naming of Ovals, Pavilions, etc

- Components of reserves (e.g. pavilions, ovals, gardens, etc.) may be named in honour of living community members who have contributed towards the establishment of the particular feature or towards the community in general.
- The approval of the Minister for Land Information is not required for such names when the park or reserve has already been named as a whole. Landgate should be informed of the name if it is to be included on maps.

2.6 Renaming of Parks and Reserves

- Names chosen for parks and reserves are expected to be permanent, and renaming is discouraged. If renaming is proposed because of some exceptional circumstance, the general guidelines will apply.
- Evidence of substantial community support for a change of name must be provided.

2.7 Naming of Local Government Property (Reserves, Buildings or Roads) (Generally)

Notwithstanding any mentioned in this Policy the use of a sitting Councillors name is not permitted on roads, reserves, buildings or on other local government property until they are no longer a current member of Council.

Previous Policy Reference	TA13	
Related Legislation	<i>Land Administration Act 1997</i>	
Related Policies	N/A	
Related Documents	Shire of Murray Register of Road Names D16/24740	
Last Reviewed	January 2018	
Next Review Date	2021	
Initial Adoption Date	17 September 1998	
Initial Adoption Resolution	SCM98/0310	
Amendment Record	OCM05/084	26 May 2005
	OCM09/060	30 April 2009
	OCM10/184	26 August 2010
	OCM12/149	26 July 2012



Policy PS2 – Applications for Determination by the Development Assessment Panel

1. Policy Intention

To provide guidelines for the processing and consideration of development applications for decision by the Peel Joint Development Assessment Panel.

2. Policy

- 2.1 Council accepts the intent of Development Assessment Panels is to streamline the decision-making process for significant development applications, rather than duplicate the decision-making process, and therefore only requires development applications to be referred to it for consideration of a recommendation to the Development Assessment Panel, which are outside current delegations.
- 2.2 Council acknowledges that in instances where the officer recommendation is different to a Council recommendation on a particular application, then the report that is to be forwarded to the Development Assessment Panel will set out both the officer and Council recommendations.
- 2.3 To ensure Councillors are properly informed of Development Assessment Panel applications Councillors are to be notified of the lodgement of a Development Assessment Panel application and of key milestones in the assessment process.
- 2.4 In view of the tighter statutory timeframes for the processing of Development Assessment Panel applications, applicants should meet with Council officers and where appropriate relevant State agencies prior to the submission of the application to ensure specific issues are properly addressed and all supporting information is submitted with the application. Applications are to be complete on submission, including all plans, supporting technical studies and fees, to enable the application process to commence immediately. Council acknowledges that it may be necessary to convene a Special Council meeting in some instances in order to meet tight statutory timeframes.

Previous Policy Reference	PD02	
Related Legislation	<i>Planning and Development Act 2005, Planning and Development (Development Assessment Panels Regulations 2011</i>	
Related Policies	N/A	
Related Documents	N/A	
Last Reviewed	December 2019	
Next Review Date	2021	
Initial Adoption Date	24 November 2011	
Initial Adoption Resolution	OCM11/219	
Amendment Record	OCM12/149	26 July 2012

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
4 Signs Pty Ltd			\$4,130.50
EFT000191	30/06/2021	Opening times and award badges sign for DTVC	\$357.50
EFT000191	30/06/2021	Feather flags for Dwellingup 100 event	\$1,232.00
EFT000191	30/06/2021	Reskin of south bound billboard	\$2,541.00
4Cabling			\$511.50
EFT000189	23/06/2021	Network cable labels and cables	\$511.50
A1 Locksmiths WA Pty Ltd			\$2,726.50
EFT000191	30/06/2021	Key Management software	\$1,855.00
EFT000191	30/06/2021	Padlocks	\$316.00
EFT000191	30/06/2021	Replacement lock for air conditioner cage	\$79.00
EFT000191	30/06/2021	Lock and keys for Men's Shed switchboard	\$266.50
EFT000191	30/06/2021	Padlocks	\$210.00
Civiq			\$3,927.00
EFT000189	23/06/2021	Elkay drinking fountain for Court 3 at MALC	\$3,927.00
Air Liquide WA Pty Ltd			\$387.73
EFT000185	09/06/2021	Gas bottle rental for month of April 2021	\$75.66
EFT000185	09/06/2021	Supply "G" size oxygen cylinder	\$233.89
EFT000189	23/06/2021	Gas bottle rental for month of May 2021	\$78.18
Alinta Electricity			\$21,431.36
EFT000183	02/06/2021	Electricity - Library	\$419.36
EFT000183	02/06/2021	Electricity - Edenvale Arts and Crafts	\$1,221.43
EFT000189	23/06/2021	Electricity - Leisure Centre	\$12,974.86
EFT000189	23/06/2021	Electricity - Administration Building	\$1,814.83
EFT000189	23/06/2021	Electricity - George Beacham Pavilion	\$2,769.43
EFT000191	30/06/2021	Electricity - Library	\$776.18
EFT000191	30/06/2021	Electricity - Edenvale Arts and Crafts	\$1,455.27
AMD Audit & Assurance			\$858.00
EFT000191	30/06/2021	Acquittal audit 2020 - Dwellingup National Trails	\$858.00
Assetic			\$16,251.40
EFT000189	23/06/2021	Assetic annual fee - 01/07/21 - 30/06/22	\$16,251.40
Aus Clean WA			\$44,283.78
EFT000183	02/06/2021	Cleaning May 2021	\$20,915.21
EFT000183	02/06/2021	Contract cleaning hours April - June 2021	\$2,979.16
EFT000187	16/06/2021	Cleaning Pinjarra Festival 2021	\$2,860.00
EFT000189	23/06/2021	Deep clean of Civic Centre kitchen	\$440.00
EFT000191	30/06/2021	Cleaning June 2021	\$17,089.41
Auscoinswest			\$408.10
EFT000189	23/06/2021	DTVC Shop stock	\$408.10
Australia Post			\$380.57
EFT000185	09/06/2021	Postage period ending 31/05/2021	\$380.57
Australian Services Union			\$103.60
EFT000185	09/06/2021	Payroll deductions	\$51.80
EFT000189	23/06/2021	Payroll deductions	\$51.80
Australian Taxation Office			\$192,096.00
EFT000185	09/06/2021	PAYG deductions	\$98,804.00
EFT000189	23/06/2021	PAYG deductions	\$93,292.00
Auto One Pinjarra			\$324.45
EFT000191	30/06/2021	Assorted small automotive parts	\$324.45
Avalon Roof & Gutter Repairs			\$2,570.00
EFT000187	16/06/2021	Install gutters and downpipes at Roger May Museum	\$2,420.00
EFT000187	16/06/2021	Gutter cleaning	\$150.00
B&J Catalano Pty Ltd			\$2,334.75
EFT000191	30/06/2021	Supply of gravel	\$2,334.75
Battery Force			\$438.97
EFT000191	30/06/2021	Supply new Murphy safety switch and remote battery	\$438.97
Bay Concrete Grinding			\$880.00
EFT000187	16/06/2021	Grinding of paths Sutton Street	\$880.00
Bibbulmun Track Foundation			\$934.60

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000189	23/06/2021	DTVC Shop stock	\$509.60
EFT000191	30/06/2021	DTVC Shop stock	\$425.00
Bibliotheca			\$2,704.63
EFT000187	16/06/2021	Support and maintenance contract 1 Mar 2021 - 28 Feb 2022	\$2,704.63
Black, Geoff			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Boc Gases Australia Limited			\$44.09
EFT000191	30/06/2021	Industrial air cylinder monthly rental fee	\$44.09
Bolinda Publishing P/L			\$147.69
EFT000187	16/06/2021	Library book stock	\$147.69
Bolt, Cr David			\$4,563.17
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$4,563.17
Bouvard Marine			\$45,588.57
EFT000187	16/06/2021	Installation of hand rails and balustrades Town Square to Car Park ramp	\$45,588.57
BP Placid Ark Roadhouse (Fueulture Pty Ltd)			\$462.00
EFT000191	30/06/2021	Catering for Coolup VBFB training course	\$330.00
EFT000191	30/06/2021	Catering for Coolup VBFB training course	\$132.00
Brenda Lillian Beacham			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Brownes Food Operations Pty Ltd			\$342.85
EFT000191	30/06/2021	Administration Office milk supply	\$65.44
EFT000191	30/06/2021	Operations Centre milk supply	\$129.50
EFT000191	30/06/2021	MALC Kiosk supplies	\$140.14
EFT000191	30/06/2021	MALC Staff room milk supply	\$7.77
Bunbury Freight Services			\$81.83
EFT000187	16/06/2021	Calcium Chloride freight	\$81.83
Bunnings Building Supplies (Halls Head)			\$142.77
EFT000189	23/06/2021	Door stops and closers	\$142.77
Bunnings Building Supplies (Mandurah)			\$2,279.37
EFT000187	16/06/2021	Bench joiner	\$21.25
EFT000187	16/06/2021	Fluoro lamp	\$12.56
EFT000187	16/06/2021	Cavity slider unit, doors and hardware for Edenvale Community Meeting Room	\$1,416.78
EFT000189	23/06/2021	Cleaning supplies for MALC	\$90.46
EFT000189	23/06/2021	Braille toilet sign	\$38.32
EFT000191	30/06/2021	12 x trestle tables for youth activities	\$700.00
Ampol Australia Petroleum(Caltex Australia Petrol)			\$55,320.12
EFT000187	16/06/2021	Bulk diesel	\$28,964.93
EFT000191	30/06/2021	Bulk diesel	\$26,355.19
Ampol (Caltex Australia Starcard)			\$2,709.03
EFT000187	16/06/2021	Fuel usage	\$2,709.03
Cardilini, Brad			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Chadson Engineering Pty Ltd			\$385.00
EFT000189	23/06/2021	Calibrate the Pooltest 9 photometer	\$385.00
Children's Book Council of Australia WA Branch Inc			\$76.80
EFT000185	09/06/2021	Merchandise for Children's Book Week	\$76.80
Classique Ceilings			\$1,320.00
EFT000191	30/06/2021	Plasterboard new dividing wall at Edenvale Community Meeting Room	\$1,320.00
Cleanaway Waste Management			\$138,895.06
EFT000191	30/06/2021	Bulk bin collection May 2021	\$1,904.16
EFT000191	30/06/2021	Waste disposal May 2021	\$17,821.68
EFT000191	30/06/2021	Recycling collection May 2021	\$35,936.30
EFT000191	30/06/2021	Refuse Collection May 2021	\$59,360.17
EFT000191	30/06/2021	Transfer Stations May 2021	\$23,872.75
Cleaning Supplies WA			\$1,833.69

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000185	09/06/2021	MALC cleaning supplies	\$319.44
EFT000187	16/06/2021	Administration cleaning supplies	\$772.42
EFT000189	23/06/2021	MALC cleaning supplies	\$45.76
EFT000191	30/06/2021	MALC cleaning supplies	\$696.07
Clever Patch Pty Ltd			\$1,895.96
EFT000187	16/06/2021	Pinjarra Festival 2021 craft supplies	\$1,248.74
EFT000189	23/06/2021	Children's craft supplies for Library	\$647.22
Clinton Long Project Management Pty Ltd			\$34,415.70
EFT000191	30/06/2021	Edenvale maintenance and conservation works	\$34,415.70
Clints Mechanical			\$371.25
EFT000191	30/06/2021	Replace wheel hub seal	\$371.25
Coastline Lawn Services			\$24,211.00
EFT000189	23/06/2021	Contract mowing throughout Shire for May 2021	\$12,105.50
EFT000191	30/06/2021	Contract mowing throughout Shire for June 2021	\$12,105.50
Coca-Cola Amatil (Aust) Pty Ltd			\$1,096.71
EFT000187	16/06/2021	MALC Kiosk supplies	\$303.05
EFT000189	23/06/2021	MALC Kiosk supplies	\$662.17
EFT000191	30/06/2021	MALC Kiosk supplies	\$131.49
Coles Online			\$1,045.18
EFT000187	16/06/2021	MALC Kiosk supplies	\$268.64
EFT000189	23/06/2021	MALC Kiosk supplies	\$354.83
EFT000191	30/06/2021	MALC Kiosk supplies	\$421.71
Coles Supermarkets Australia			\$1,289.66
EFT000185	09/06/2021	Catering for Outlook Mastery training	\$4.50
EFT000185	09/06/2021	Rechargeable batteries	\$24.90
EFT000185	09/06/2021	Catering for author visit event	\$38.50
EFT000185	09/06/2021	Operations Centre kitchen supplies	\$132.20
EFT000185	09/06/2021	Catering for Pinjarra Cemetery Project	\$10.50
EFT000185	09/06/2021	Cleaning supplies	\$14.00
EFT000185	09/06/2021	MALC Kiosk supplies	\$178.01
EFT000185	09/06/2021	General kitchen and catering supplies	\$164.35
EFT000185	09/06/2021	Catering for morning tea	\$40.38
EFT000185	09/06/2021	Catering for farewell	\$309.98
EFT000185	09/06/2021	Catering for workshop at North Dandalup	\$40.10
EFT000185	09/06/2021	Catering for workshop at North Dandalup	\$11.15
EFT000185	09/06/2021	Catering retirement function	\$58.80
EFT000185	09/06/2021	Staff meeting catering	\$23.68
EFT000185	09/06/2021	Drinks for Destination WA shoot	\$45.75
EFT000185	09/06/2021	Catering for Directorate Meet and Greet with Waroona staff	\$25.20
EFT000185	09/06/2021	3 pack Toshiba 16GB memory sticks	\$34.00
EFT000185	09/06/2021	Animal supplies	\$31.93
EFT000185	09/06/2021	Catering for Virtual Launch	\$37.49
EFT000185	09/06/2021	Catering for workshop at North Dandalup	\$49.79
EFT000185	09/06/2021	Catering Socially Active Seniors Program	\$14.45
Compu-Stor			\$393.82
EFT000185	09/06/2021	Standard archive boxes	\$393.82
Connect Call Centre Services			\$1,240.53
EFT000191	30/06/2021	Overcalls - May 2021	\$1,240.53
Coolup Farm Services			\$682.00
EFT000183	02/06/2021	Replace chain mesh panels to entry gates old SES	\$682.00
Copyright Agency Ltd			\$3,281.78
EFT000189	23/06/2021	Local Government package 01/07/21 - 30/06/2022	\$3,281.78
Corsign WA Pty Ltd			\$4,681.60
EFT000187	16/06/2021	Assorted road and street signs	\$1,522.40
EFT000187	16/06/2021	Community Care stack signs	\$200.20
EFT000187	16/06/2021	3 x street sign blades and 4 panel speed cushion	\$1,377.20
EFT000189	23/06/2021	Parking area signage	\$211.20

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000191	30/06/2021	Assorted road and street signs	\$1,370.60
D.K. Morrell & Co.			\$11,575.32
EFT000189	23/06/2021	Supply of gravel	\$11,575.32
DATA#3 Limited			\$966.16
EFT000183	02/06/2021	Jabra ENGAGE 65 Mono	\$645.33
EFT000185	09/06/2021	3 x Jabra headsets	\$320.83
DC Two Pty Ltd			\$970.99
EFT000183	02/06/2021	Product and Services May 2021	\$970.99
De Rosa's Highway Motors			\$19.58
EFT000187	16/06/2021	Small automotive parts	\$19.58
Dep of Biodiversity, Conservation & Attractions			\$128,825.91
EFT000185	09/06/2021	Firewood collection fees May 2021	\$831.60
EFT000191	30/06/2021	Reimbursement for completed and approved works	\$127,724.24
EFT000191	30/06/2021	Annual Park passes	\$270.07
Department of Fire and Emergency Services			\$84,001.31
EFT000187	16/06/2021	Emergency Services Levy 2020/2021 4th quarter	\$84,001.31
Department of Mines, Industry Regulation & Safety			\$10,396.69
EFT000185	09/06/2021	BSL collection fees May 2021	\$10,396.69
Department of Transport			\$588.20
EFT000189	23/06/2021	Department of Transport request for vehicle owner information	\$588.20
DS Agencies Pty Ltd			\$5,786.00
EFT000189	23/06/2021	12 x slim bollards, jasper powder coated zinc plated	\$5,786.00
Dunlop Electrics			\$10,093.60
EFT000183	02/06/2021	Electrical work for Virtual Fitness installation	\$959.75
EFT000183	02/06/2021	Replace light fitting in accessible toilet	\$150.70
EFT000183	02/06/2021	Replace power point in female changeroom	\$568.70
EFT000187	16/06/2021	Install up-lights at Town Square	\$3,923.70
EFT000187	16/06/2021	Reset circuit breaker	\$104.50
EFT000187	16/06/2021	Replace fluoro fittings in Aquatic Store Room	\$279.95
EFT000191	30/06/2021	North Dandalup barbeque commissioning	\$400.95
EFT000191	30/06/2021	Change fluoro tubes and fittings if necessary Dwellingup VBFB	\$1,198.45
EFT000191	30/06/2021	Replace light fittings with LED	\$428.45
EFT000191	30/06/2021	Install light in gazebo and repair lights Gowman Way Park	\$1,667.60
EFT000191	30/06/2021	Repairs to spotlight at War Memorial	\$410.85
Dwellingup Community Compact			\$4,030.00
EFT000183	02/06/2021	Dwellingup Town Hall mural	\$2,530.00
EFT000189	23/06/2021	Community Assistance Fund	\$1,500.00
EmbroidMe Mandurah			\$660.00
EFT000185	09/06/2021	Pinjarra Festival caps	\$660.00
Emerge Associates			\$11,411.41
EFT000187	16/06/2021	Detailed flora and vegetation survey, fauna assessment, black cockatoo habitat and dieback sampling	\$11,411.41
Micro Focus Australia (Entco Australia Pty Ltd)			\$621.23
EFT000185	09/06/2021	CM-Trim Software Licence - May 2021 to May 2022	\$621.23
Environmental Health Australia NSW Inc.			\$550.00
EFT000185	09/06/2021	Annual food safety subscription 2021 to 2022	\$550.00
Environmental Health Australia WA Inc			\$325.00
EFT000187	16/06/2021	Environmental Health Registration	\$325.00
Estuary Bobcats			\$177,229.43
EFT000183	02/06/2021	Progress payment 2 for Corio Road Transfer Station modified drop off wall works as per Tender T20/7	\$167,109.43
EFT000187	16/06/2021	Bitumen seal Murray River Drive	\$8,701.00
EFT000189	23/06/2021	Dozer hire Corio Road Transfer Station	\$1,419.00
Falcon Shade			\$3,147.00
EFT000183	02/06/2021	Take down shade sails at various locations	\$2,937.00
EFT000187	16/06/2021	Repairs to 3 shade sails	\$210.00
Filtrex Innovative Wastewater Solutions			\$118.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000185	09/06/2021	Application fee - WW2020037 Lot 116 McMahon, North Dandalup	\$118.00
Flooring Xtra			\$1,980.00
EFT000191	30/06/2021	Repairs to MALC Reception carpet and Gym doorway carpet	\$1,980.00
Foot Print (WA) Pty Ltd			\$2,205.50
EFT000185	09/06/2021	Shire of Murray/Shire of Waroona Warning Notice books	\$578.60
EFT000185	09/06/2021	Pinjarra Festival books	\$693.00
EFT000187	16/06/2021	18 copies each of DFES1000 Crew Leader and DFES0420 Advanced Bush Firefighting	\$933.90
Frontline Technology Services			\$338.06
EFT000189	23/06/2021	Audiocodes SBC Maintenance April 2021 to April 2022	\$338.06
GDM Farm Contracting Services			\$495.00
EFT000191	30/06/2021	Ripping for environment community days	\$495.00
GE Contracting			\$12,877.11
EFT000189	23/06/2021	Supply water truck for maintenance grading	\$12,877.11
Gilbert J & A			\$14,322.00
EFT000189	23/06/2021	Jetty maintenance for various jetties	\$13,387.00
EFT000191	30/06/2021	Repair safety mesh on Pinjarra Suspension Bridge	\$385.00
EFT000191	30/06/2021	Install PVC blind to generator lean to at SES	\$275.00
EFT000191	30/06/2021	Repairs to Corio Road Transfer Station main gates	\$275.00
Go Doors			\$789.80
EFT000189	23/06/2021	Service Aquatic Centre automatic door	\$789.80
Greenfields Concreting			\$28,781.33
EFT000183	02/06/2021	Cantwell Park and Glebe Land footpath renewals	\$20,088.54
EFT000189	23/06/2021	Footpath renewal Green Grove Loop	\$5,053.95
EFT000191	30/06/2021	Banksia Terrace footpath renewals	\$3,638.84
Greening Australia Limited			\$2,750.00
EFT000187	16/06/2021	Planting event weekend workshop	\$2,750.00
Hanson Construction Materials Pty Ltd			\$417.73
EFT000189	23/06/2021	Supply of 5mm aggregate	\$417.73
High Standard Systems			\$5,871.80
EFT000189	23/06/2021	Access control to MALC Administration and Kiosk	\$5,871.80
Hosemasters			\$1,044.01
EFT000189	23/06/2021	Make and fit hydraulic hose and pipe	\$1,044.01
Hot Klobba			\$3,920.90
EFT000187	16/06/2021	Staff uniforms	\$2,013.29
EFT000189	23/06/2021	Staff uniforms	\$1,264.10
EFT000191	30/06/2021	Staff uniforms	\$643.51
Huckleberrys Tank & Water Service			\$26,986.86
EFT000183	02/06/2021	Water truck hire Murray River Drive	\$2,245.18
EFT000183	02/06/2021	Supply water truck Greenlands Rd	\$1,649.52
EFT000187	16/06/2021	Supply water truck Greenlands Rd	\$2,291.00
EFT000189	23/06/2021	Water truck hire Corio Road Transfer Station	\$3,803.06
EFT000189	23/06/2021	Dwellingup VBFB site works and tank pad preparation and water tank installation	\$16,998.10
I Sweep			\$19,437.00
EFT000187	16/06/2021	Town sweeping April	\$4,554.00
EFT000189	23/06/2021	Road and path sweeping throughout Shire	\$14,223.00
EFT000191	30/06/2021	Street sweeping June	\$660.00
Infiniti Group			\$1,274.88
EFT000189	23/06/2021	MALC Kiosk operating supplies	\$535.58
EFT000189	23/06/2021	DTVC Shop bags for purchases	\$204.66
EFT000191	30/06/2021	MALC Kiosk operating supplies	\$534.64
Intelife Group			\$3,603.77
EFT000187	16/06/2021	Roadside litter pick up May 2021	\$1,683.00
EFT000187	16/06/2021	Barbeque cleaning and litter collection May 2021	\$1,920.77
Ixom Operations Pty Ltd			\$2,652.10
EFT000189	23/06/2021	Chlorine cylinders monthly rental fee	\$169.14

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000189	23/06/2021	Chlorine gas 4 x 70kg	\$2,482.96
James Bennett Pty Ltd			\$158.04
EFT000189	23/06/2021	Library book stock	\$68.57
EFT000191	30/06/2021	Library book stock	\$89.47
JB Hi-Fi Commercial			\$1,882.52
EFT000189	23/06/2021	Apple iPhone 12 Pro 128Gb for Fire Protection	\$1,832.75
EFT000191	30/06/2021	Belkin Screenforce tempered glass protector	\$49.77
JB Hi-Fi Mandurah			\$150.00
EFT000183	02/06/2021	Gift card prizes youth consultation and activities	\$150.00
JH Computer Services Pty Ltd			\$473.00
EFT000189	23/06/2021	Replacement laptop screen	\$473.00
Josh Cowling Photography			\$825.00
EFT000189	23/06/2021	Photography Pinjarra Festival	\$825.00
Karak Dreaming Maitlands Cultural Tours			\$500.00
EFT000185	09/06/2021	Welcome to Country ceremony	\$500.00
Kelyn Training Services			\$3,525.00
EFT000189	23/06/2021	Chainsaw and Polesaw training for 10 participants	\$3,525.00
Stuart Kirkham			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Kmart - Head Office			\$338.30
EFT000189	23/06/2021	DTVC Shop stock	\$338.30
Lake Preston Lime			\$17,319.35
EFT000183	02/06/2021	Supply of crushed limestone	\$1,501.03
EFT000185	09/06/2021	Supply of crushed limestone	\$5,394.83
EFT000187	16/06/2021	Supply of crushed limestone	\$4,193.66
EFT000189	23/06/2021	Supply of crushed limestone	\$6,229.83
Landgate			\$1,078.84
EFT000185	09/06/2021	Rural UVs Schedule R2020/4	\$69.20
EFT000191	30/06/2021	Consolidated Mining Tenement Roll	\$231.30
EFT000191	30/06/2021	Gross Rental Valuations - G2021/5	\$484.94
EFT000191	30/06/2021	Urban UV Revaluation 2020/2021	\$175.50
EFT000191	30/06/2021	DLI invoices	\$53.40
EFT000191	30/06/2021	Identification of Land Parcels - non commercial	\$64.50
Lee Stephen Donald			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Leisure Institute of WA (Aquatics) Inc			\$132.00
EFT000187	16/06/2021	LIWA membership	\$132.00
Les Mills Body Training Systems			\$760.59
EFT000185	09/06/2021	Gym equipment lease 01/06/21 - 30/06/21	\$760.59
LGISWA			\$15,451.70
EFT000185	09/06/2021	Performance Based Adjustments 30/06/19 to 30/06/20	\$15,451.70
LGRCEU			\$164.04
EFT000185	09/06/2021	Payroll deductions	\$82.02
EFT000189	23/06/2021	Payroll deductions	\$82.02
Lingard, John			\$200.87
EFT000189	23/06/2021	Reimbursement for small hardware items purchased for Coopers Mill	\$200.87
Lions Club of Pinjarra Inc			\$52.00
EFT000189	23/06/2021	Volunteer catering at Pinjarra Festival 2021	\$52.00
Acumentis			\$1,375.00
EFT000189	23/06/2021	Land valuation for land acquisition road widening	\$1,375.00
Local Government Professionals Australia WA			\$380.00
EFT000185	09/06/2021	Induction to Local Government Workshop	\$380.00
Lucky Charm Pinjarra			\$490.98
EFT000187	16/06/2021	Assorted stationery items	\$420.68
EFT000187	16/06/2021	WA newspapers - 25/04/21 - 29/05/21	\$70.30
Luff Susan			\$205.65
EFT000189	23/06/2021	DTVC Shop stock	\$205.65

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
M P Rogers & Associates Pty Ltd			\$1,628.55
EFT000187	16/06/2021	Batavia Quays Jetty design	\$1,200.54
EFT000189	23/06/2021	Batavia Quays Jetty design	\$428.01
Maia Financial Pty Ltd formerly Alleasing Pty Lt			\$40,340.96
EFT000191	30/06/2021	IT, gym and solar equipment leases for 01/07/21 to 30/09/21	\$40,340.96
Major Motors Pty Ltd			\$153,066.78
EFT000187	16/06/2021	Assorted truck automotive parts	\$1,040.78
EFT000189	23/06/2021	Supply and deliver new Isuzu truck 4036MY	\$152,026.00
Mandurah Bus Charters			\$1,144.00
EFT000191	30/06/2021	Transport schools tree day	\$1,144.00
Mandurah Tree Lopping & Stump Grinding			\$87,780.00
EFT000183	02/06/2021	Nanga Road tree pruning and clearing	\$6,160.00
EFT000183	02/06/2021	Tree works for month of May 2021	\$5,390.00
EFT000187	16/06/2021	Nanga Road tree pruning and clearing	\$15,400.00
EFT000187	16/06/2021	Tree works for the month of June 2021	\$3,080.00
EFT000187	16/06/2021	Bridge tree works - Coolup Road East	\$6,160.00
EFT000187	16/06/2021	Tree works for the month of June 2021	\$3,080.00
EFT000189	23/06/2021	Nanga Road tree pruning and clearing	\$15,400.00
EFT000189	23/06/2021	Tree works for month of May 2021	\$3,080.00
EFT000189	23/06/2021	Nanga Road tree pruning and clearing	\$9,240.00
EFT000191	30/06/2021	Tree works for the month of June 2021	\$5,390.00
EFT000191	30/06/2021	Powerline pruning local roads	\$15,400.00
Mandurah U-Cart Concrete			\$496.00
EFT000187	16/06/2021	Supply of concrete	\$496.00
FLXIWEAR Pty Ltd			\$594.00
EFT000187	16/06/2021	DTVC Shop stock	\$594.00
Marketforce Productions			\$2,091.65
EFT000187	16/06/2021	SEEK 5 advertisement job pack	\$1,375.00
EFT000187	16/06/2021	Advertising annual tenders T21/04, T21/05, T21/06	\$716.65
McGrath Pest Management			\$19,360.00
EFT000183	02/06/2021	Termite treatment of Court 3	\$4,840.00
EFT000185	09/06/2021	Pest control and rodent baiting	\$330.00
EFT000185	09/06/2021	Termite maintenance and external pest spray	\$2,178.00
EFT000185	09/06/2021	Pest control and rodent baiting	\$715.00
EFT000187	16/06/2021	Termite inspection and pest spray	\$5,544.00
EFT000187	16/06/2021	Rodent baiting	\$165.00
EFT000189	23/06/2021	Timber pest inspection report	\$275.00
EFT000189	23/06/2021	Termite inspection and pest spray	\$4,719.00
EFT000191	30/06/2021	Insect spray and termite inspection	\$594.00
McLarty, Douglas			\$2,342.83
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$2,342.83
McLeods			\$7,786.73
EFT000187	16/06/2021	Enterprise Support Program and WAFIP leasing and grant agreement	\$6,978.51
EFT000189	23/06/2021	Legal advice - WAFIP leasing and grant agreement	\$808.22
McNaughtans Pty Ltd			\$206.58
EFT000191	30/06/2021	Supply 2500kg ratchet and strap set	\$206.58
Metro Count			\$1,950.30
EFT000183	02/06/2021	USB comms cable 1.8m	\$810.70
EFT000187	16/06/2021	30m premium road tube	\$1,139.60
Metro Filters			\$80.00
EFT000185	09/06/2021	MALC Kiosk filter cleaning services	\$80.00
Miracle Recreation Equipment			\$4,510.00
EFT000191	30/06/2021	Safety inspections of 32 playground sites	\$4,510.00
MM Electrical			\$56.70
EFT000189	23/06/2021	Ceiling fan and duct	\$56.70
Moore Australia (WA) Pty Ltd			\$385.00
EFT000187	16/06/2021	2020-21 Rates Comparison Report	\$385.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
Murray Districts Glass			\$146.00
EFT000189	23/06/2021	Repair broken window	\$146.00
Murray Engineering			\$10,341.89
EFT000189	23/06/2021	Coolup 4.4 Rural Tanker - Travel to Station and	\$4,097.18
EFT000189	23/06/2021	Remove and replace hose reel assembly on	\$6,244.71
Murray House Resource Centre			\$3,805.00
EFT000189	23/06/2021	2021 Pinjarra Festival - flyer in community newspaper	\$120.00
EFT000189	23/06/2021	Round 3 2020/2021 CAPF funding	\$2,500.00
EFT000191	30/06/2021	Mary-Ann Toner Safety Rep Refresher	\$1,185.00
Murray River Auto Repairs			\$4,593.30
EFT000183	02/06/2021	30,000km service 4013MY Mitsubishi Triton	\$509.70
EFT000183	02/06/2021	Additional servicing 4029MY Ford Ranger	\$1,227.10
EFT000183	02/06/2021	62,500km service 4008MY Subaru XV	\$297.40
EFT000185	09/06/2021	30,000km service 4017MY Mitsubishi Triton	\$560.60
EFT000185	09/06/2021	60,000km service 4047MY Holden Colorado	\$494.10
EFT000189	23/06/2021	100,000km service 4007MY Toyota RAV4	\$406.95
EFT000189	23/06/2021	30,000km service 4025MY Mitsubishi Triton	\$582.75
EFT000189	23/06/2021	150,000km service 4003MY Mitsubishi Triton	\$514.70
Murray Shire Social Club			\$430.00
EFT000185	09/06/2021	Payroll deductions	\$215.00
EFT000189	23/06/2021	Payroll deductions	\$215.00
N & Y Painting Service			\$990.00
EFT000183	02/06/2021	Supply materials and labour for painting planter	\$990.00
Harry Daniel Nannup			\$1,000.00
EFT000183	02/06/2021	Refund overpayment rates - A1333	\$1,000.00
Nature Calls			\$1,980.00
EFT000189	23/06/2021	Pinjarra Festival 2021 - Portable toilet hire	\$1,425.00
EFT000191	30/06/2021	Portable toilet hire	\$555.00
North Dandalup Community Group Inc			\$1,500.00
EFT000189	23/06/2021	Community Assistance Fund	\$1,500.00
North Dandalup Volunteer Bushfire Brigade			\$462.50
EFT000185	09/06/2021	Reimbursement of office supply purchases	\$462.50
North Pinjarra Progress Association			\$1,500.00
EFT000185	09/06/2021	Community Assistance Fund - Barbeque and event day	\$1,500.00
Officeworks			\$977.11
EFT000183	02/06/2021	Assorted stationery items	\$145.98
EFT000185	09/06/2021	Assorted stationery items	\$495.54
EFT000191	30/06/2021	Assorted stationery items	\$335.59
Onsite Trailer Repair & Service			\$1,738.00
EFT000185	09/06/2021	Construct and fit chainsaw storage box	\$1,738.00
Open Office Pty Ltd			\$16,154.60
EFT000185	09/06/2021	NAV Licensing costs June 2021	\$5,102.90
EFT000185	09/06/2021	Community Hub licensing fee June 2021.	\$11,051.70
Our Community Yoga			\$1,323.00
EFT000185	09/06/2021	8 yoga classes	\$484.00
EFT000187	16/06/2021	2 yoga classes	\$113.00
EFT000189	23/06/2021	4 yoga classes	\$242.00
EFT000191	30/06/2021	8 yoga classes	\$484.00
Parks & Leisure Australia			\$231.00
EFT000191	30/06/2021	Parks & Leisure - Leadership Management	\$231.00
Party Plus Mandurah			\$3,659.00
EFT000189	23/06/2021	Pinjarra Festival - Marquee and furniture hire	\$3,659.00
Peel Flower House			\$1,330.00
EFT000183	02/06/2021	Wreaths for Back to Pinjarra event 2020	\$530.00
EFT000183	02/06/2021	Floral wreath for Remembrance Day 2020	\$100.00
EFT000183	02/06/2021	Floral wreath for Police Memorial Service 2020	\$100.00
EFT000183	02/06/2021	Floral wreath for Mandurah Murray Vietnam Veterans Service 2020	\$100.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000183	02/06/2021	Get well flower arrangements for 4 staff and 1 councillor during 2020	\$500.00
Peel Harvey Catchment Council (Inc)			\$1,100.00
EFT000185	09/06/2021	Contribution to Feral Cat Working Group 2020/2021	\$1,100.00
Peel Mini Earthmovers			\$57,626.80
EFT000183	02/06/2021	Repairs to footpath after plumbing trench	\$865.70
EFT000183	02/06/2021	Stone clad seat repairs Town Square	\$195.80
EFT000183	02/06/2021	Backfill path on South Yunderup Road	\$1,258.40
EFT000187	16/06/2021	Landscape works Marinup Street - machinery hire, labour and materials	\$6,875.00
EFT000187	16/06/2021	Black asphalt path repairs North Dandalup	\$2,202.20
EFT000187	16/06/2021	Lakes Road - Shoulder works, revegetation, mulching	\$4,950.00
EFT000187	16/06/2021	Sand sifting of 35 playground sites	\$6,545.00
EFT000191	30/06/2021	Ripping for planting	\$1,100.00
EFT000191	30/06/2021	Supply and install root barrier	\$484.00
EFT000191	30/06/2021	Tree watering program April 2021	\$2,613.60
EFT000191	30/06/2021	Flora Trail Pinjarra Foreshore	\$15,492.40
EFT000191	30/06/2021	Dwellingup drainage - landscape earthworks	\$11,859.10
EFT000191	30/06/2021	Red asphalt path repairs North Dandalup	\$3,185.60
Peel Scape Solutions			\$9,975.90
EFT000183	02/06/2021	Landscaping at 6-8 George Street	\$2,182.40
EFT000183	02/06/2021	Supply and install irrigation system at Dwellingup	\$2,458.50
EFT000191	30/06/2021	Reticulation to and planting of new Jacaranda Trees at Cemetery	\$5,335.00
Peel Volunteer Resource Centre			\$500.00
EFT000187	16/06/2021	2020 Peel Volunteer of the Year Awards	\$500.00
Peel Weed & Pest Control			\$10,879.00
EFT000183	02/06/2021	Termite treatment Furnissdale Foreshore	\$275.00
EFT000183	02/06/2021	Weed control and spraying of garden beds and roadsides throughout Shire	\$6,413.00
EFT000191	30/06/2021	Weed control and spraying of garden beds and roadsides throughout Shire	\$4,191.00
Perth Mint - Goldcorp Australia			\$159.50
EFT000183	02/06/2021	30 Citizenship coins	\$159.50
PFD Food Services Pty Ltd			\$2,406.25
EFT000183	02/06/2021	MALC Kiosk supplies	\$1,196.75
EFT000191	30/06/2021	MALC Kiosk supplies	\$1,209.50
Pinjarra Community Garden Inc			\$7,150.00
EFT000191	30/06/2021	Community Facility Fund Grant - Reticulation system	\$7,150.00
Pinjarra Meat Supply			\$63.16
EFT000185	09/06/2021	Catering for retirement barbeque function	\$63.16
Pinjarra Traders			\$298.35
EFT000191	30/06/2021	20 x straw haybales	\$229.95
EFT000191	30/06/2021	Animal food	\$68.40
Premium Allsands			\$9,704.14
EFT000183	02/06/2021	Dispose of rubble and supply of sand	\$9,704.14
PSI Audio (WA) Pty Ltd			\$8,160.00
EFT000189	23/06/2021	Pinjarra Festival 2021 - supply and running of stage and audio	\$8,160.00
Puma Energy			\$1,332.03
EFT000187	16/06/2021	Fuel usage	\$1,332.03
Quality Publishing Australia			\$586.15
EFT000189	23/06/2021	DTVC Shop stock	\$586.15
QTM Pty Ltd			\$31,816.01
EFT000187	16/06/2021	Traffic control various bridges April 2021	\$6,882.76
EFT000191	30/06/2021	Traffic management plan for George Street asphalt path	\$776.93
EFT000191	30/06/2021	Supply traffic management Lakes Road	\$781.94
EFT000191	30/06/2021	Traffic management Murray Waters Boulevard	\$1,972.01
EFT000191	30/06/2021	Traffic control Herron Point Road for tree works	\$1,079.82
EFT000191	30/06/2021	Traffic management Murray River Drive	\$7,157.64

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000191	30/06/2021	Traffic control for tree works on Lakes Road Bridge	\$1,414.93
EFT000191	30/06/2021	Traffic management Murray River Drive	\$1,168.60
EFT000191	30/06/2021	Traffic maintenance for Pinjarra Road spraying	\$1,942.86
EFT000191	30/06/2021	Supply traffic management Lakes Road	\$1,191.52
EFT000191	30/06/2021	Traffic management for tree works Nanga Road	\$7,447.00
RAC			\$121.00
EFT000191	30/06/2021	Call out fee 4009MY Mitsubishi Pajero	\$121.00
Reece Pty Ltd			\$456.82
EFT000191	30/06/2021	Toilet seats and grab rail for accessible toilet	\$456.82
Retro Roads			\$2,980.08
EFT000183	02/06/2021	Dwellingup - Marinup Street car park	\$467.50
EFT000189	23/06/2021	Line marking on Lakes Road and Avoca Retreat, North Dandalup	\$2,512.58
Ricky Green Music			\$350.00
EFT000183	02/06/2021	Live music industry launch event	\$350.00
Rise Electrics			\$17,326.10
EFT000189	23/06/2021	Pinjarra Festival 2021 - Supply of electrical and generators	\$17,326.10
Rogers, Cr Angela			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Rose, Casey			\$1,602.75
EFT000189	23/06/2021	Meeting, IT & Communications Allowance	\$1,602.75
Royal Life Saving Society			\$1,570.00
EFT000191	30/06/2021	Group Lifeguard requalification	\$1,570.00
Science And Nature Pty Ltd			\$320.65
EFT000191	30/06/2021	DTVC Shop stock	\$320.65
Scope Business Imaging			\$1,429.11
EFT000185	09/06/2021	Copier charges May 2021 - Accounts	\$59.25
EFT000185	09/06/2021	Copier charges May 2021 - Binding Room	\$238.84
EFT000185	09/06/2021	Copier charges May 2021 - Depot	\$35.55
EFT000185	09/06/2021	Copier charges May 2021 - DHVIC	\$117.34
EFT000185	09/06/2021	Copier charges May 2021 - Fax Room	\$267.91
EFT000185	09/06/2021	Copier charges May 2021 - Library	\$105.49
EFT000185	09/06/2021	Copier charges May 2021 - MALC	\$115.45
EFT000185	09/06/2021	Copier charges May 2021 - Planners	\$173.21
EFT000185	09/06/2021	Copier charges May 2021 - Rangers	\$118.98
EFT000185	09/06/2021	Copier charges May 2021 - Reception	\$47.39
EFT000185	09/06/2021	Copier charges May 2021 - Records	\$16.52
EFT000185	09/06/2021	Copier charges May 2021 - Tech Services	\$133.18
Shire of Waroona			\$15,552.00
EFT000183	02/06/2021	Green waste disposal at Buller Road Waroona	\$624.00
EFT000189	23/06/2021	Green waste disposal at Buller Road Waroona	\$336.00
EFT000189	23/06/2021	Corio Road Transfer Station waste disposal at Buller Road	\$13,920.00
EFT000189	23/06/2021	Green waste disposal at Buller Road Waroona	\$576.00
EFT000191	30/06/2021	Buller Road tipping fees	\$96.00
Sigma Chemicals			\$2,511.56
EFT000183	02/06/2021	Water testing tablets	\$499.95
EFT000183	02/06/2021	Bottom lid for pool cleaner	\$187.81
EFT000191	30/06/2021	2 pallets of Hydrochloric Acid and Sodium Bicarbonate for Aquatic Centre	\$1,823.80
Sign Craft			\$2,551.45
EFT000183	02/06/2021	Corflute Waste Strategy signs and Pinjarra Festival reskin sign stickers	\$1,630.75
EFT000185	09/06/2021	Signs Bridge Closure Beau Sovereign Bridge	\$831.60
EFT000191	30/06/2021	Sign in sign	\$89.10
Signs Plus			\$133.50
EFT000183	02/06/2021	Staff name badges	\$133.50
Snap Mandurah			\$1,204.08
EFT000187	16/06/2021	Flyers for Festival	\$401.92
EFT000187	16/06/2021	Trial flyer and A1 print	\$340.16

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000189	23/06/2021	Youth Plan design	\$462.00
Soft Landing			\$4,704.00
EFT000187	16/06/2021	Collect mattresses for recycling from Corio Road	\$4,704.00
South West Fire Solutions			\$11,059.40
EFT000185	09/06/2021	Fire alarm testing	\$165.00
EFT000189	23/06/2021	Fire extinguisher service April 2021	\$10,850.40
EFT000191	30/06/2021	Replace Fire Extinguisher Break Glass	\$44.00
South West Trailers			\$10,517.45
EFT000191	30/06/2021	Supply new Tandem Trailer	\$10,517.45
South Yunderup/Ravenswood Volunt Bushfire Brigade			\$2,000.00
EFT000183	02/06/2021	Prescribed burn northern side of South Yunderup and Ravenswood	\$2,000.00
Spyker Business Solutions Pty Ltd			\$17,161.46
EFT000187	16/06/2021	Replacement of old CCTV cameras at MALC	\$13,958.09
EFT000187	16/06/2021	Community monthly CCTV maintenance	\$3,203.37
St John Ambulance Australia - Belmont			\$1,078.00
EFT000189	23/06/2021	Standby for Pinjarra Festival 2021	\$1,078.00
Stewart & Heaton Clothing			\$890.12
EFT000191	30/06/2021	Volunteer Bushfire Brigade protective clothing and equipment	\$890.12
Subway Pinjarra			\$98.00
EFT000189	23/06/2021	Catering for presentation to Murray Arts and Crafts	\$98.00
Supersealing Pty Ltd			\$9,755.90
EFT000191	30/06/2021	Crack-sealing of red asphalt paths	\$9,755.90
Surveying South			\$12,331.00
EFT000183	02/06/2021	Surveying works Lakes Road	\$792.00
EFT000183	02/06/2021	Surveying works Murray River Drive	\$594.00
EFT000183	02/06/2021	Surveying works Carrabungup Road	\$594.00
EFT000189	23/06/2021	Additional survey for land acquisition and as constructed Dwellingup and Town Square	\$10,351.00
Telstra Corporation Limited			\$1,518.82
EFT000183	02/06/2021	Phone usage	\$84.30
EFT000187	16/06/2021	Phone usage	\$79.60
EFT000189	23/06/2021	Phone usage	\$1,250.02
EFT000191	30/06/2021	Phone usage	\$104.90
The Distributors Perth			\$659.85
EFT000189	23/06/2021	MALC Kiosk supplies	\$659.85
Tom's Pump and Waterboring			\$2,475.00
EFT000191	30/06/2021	Maintenance of bore at Pinjarra Meadows	\$1,237.50
EFT000191	30/06/2021	Maintenance of bore at Gowman Way	\$1,237.50
Total Packaging			\$858.00
EFT000191	30/06/2021	Cartons of dog waste bags	\$858.00
Toyota Financial Services			\$388.19
EFT000185	09/06/2021	Lease Costs MY12336 - June 2021	\$388.19
TPG Network Pty Ltd			\$3,225.97
EFT000189	23/06/2021	Ethernet access May 2021	\$3,225.97
T-Quip			\$525.00
EFT000183	02/06/2021	Assorted mower parts	\$525.00
Truck Centre (WA) Pty Ltd			\$3,508.38
EFT000189	23/06/2021	36mth service and exhaust valve inspection	\$2,860.87
EFT000189	23/06/2021	12 month warranty service	\$647.51
Tuckey's Hardware			\$4,107.46
EFT000183	02/06/2021	Paint and painting materials	\$80.26
EFT000183	02/06/2021	Picket star black 165cm stock posts	\$310.50
EFT000183	02/06/2021	Items for General Works	\$61.79
EFT000183	02/06/2021	Items for Sir Ross McLarty Oval	\$91.21
EFT000183	02/06/2021	3 x Kelso trade steel barrows 100 Litre	\$537.00
EFT000183	02/06/2021	20 x Corflute sheets	\$279.80
EFT000183	02/06/2021	Items for General Parks and Gardens	\$207.03

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000187	16/06/2021	Hardware items for Pinjarra Festival	\$79.41
EFT000187	16/06/2021	Items for Pinjarra Foreshore	\$89.78
EFT000187	16/06/2021	Items for General Works	\$56.30
EFT000187	16/06/2021	Hardware items for IT	\$78.29
EFT000189	23/06/2021	72 bags x Rapidset concrete 20Kg	\$569.51
EFT000189	23/06/2021	Small hardware items for MALC	\$3.95
EFT000189	23/06/2021	9 trowels and 4 gloves	\$67.94
EFT000189	23/06/2021	Line marking paint	\$186.96
EFT000189	23/06/2021	Items for General Works	\$175.30
EFT000189	23/06/2021	Holesaw set bi-metal	\$49.99
EFT000189	23/06/2021	Hardware items for Pinjarra Foreshore	\$46.55
EFT000189	23/06/2021	Hardware items for Pinjarra Festival	\$91.69
EFT000189	23/06/2021	2 x Trade map gas cylinders	\$41.90
EFT000189	23/06/2021	Paint and painting materials	\$143.58
EFT000189	23/06/2021	Poly pipe x 50mtr roll	\$89.95
EFT000189	23/06/2021	Ratchet tie downs	\$88.00
EFT000189	23/06/2021	Items for General Parks and Gardens	\$344.79
EFT000191	30/06/2021	Various small building and gardens hardware items	\$335.98
Tyrecycle Pty Ltd			\$2,652.18
EFT000187	16/06/2021	Collect tyres from Corio Road Transfer Station for recycling	\$1,194.33
EFT000189	23/06/2021	Collect tyres from Corio Road Transfer Station for recycling	\$559.96
EFT000191	30/06/2021	Collect tyres from Corio Road Transfer Station for recycling	\$897.89
Tyrepower Pinjarra			\$1,852.40
EFT000189	23/06/2021	Replace 4 tyres and alignment 4034MY	\$955.90
EFT000189	23/06/2021	Strip and fit steer tyres	\$242.00
EFT000189	23/06/2021	Replace rear tyres and alignment 4007MY	\$654.50
UDIA WA			\$510.00
EFT000189	23/06/2021	UDIA Conference attendance	\$510.00
Ulverscroft Large Print Books			\$462.29
EFT000189	23/06/2021	Library large print book stock	\$462.29
Veolia Environmental Services			\$2,680.70
EFT000189	23/06/2021	Pit and drain cleaning at Edenvale and Henry Street	\$2,680.70
Vibe Pinjarra			\$4,359.46
EFT000187	16/06/2021	Fuel usage	\$4,359.46
Vorgee Pty Ltd			\$138.60
EFT000191	30/06/2021	MALC Pro Swim Shop stock	\$138.60
Wajon Publishing Company			\$172.40
EFT000189	23/06/2021	DTVC Shop stock	\$172.40
WALGA			\$578.00
EFT000187	16/06/2021	Local Government Act - The Essentials	\$578.00
Feed the Hike			\$195.49
EFT000189	23/06/2021	DTVC Shop stock	\$195.49
Waroona Septics & Liquid Waste			\$2,318.25
EFT000187	16/06/2021	Pump out Dwellingup RV Dump point	\$525.25
EFT000191	30/06/2021	MALC Kiosk cleaning of grease trap	\$495.00
EFT000191	30/06/2021	Pinjarra Festival 2021- septic toilet pump out	\$528.00
EFT000191	30/06/2021	Pump out Dwellingup RV Dump Point	\$770.00
Waterlogic Australia Pty Ltd			\$570.90
EFT000185	09/06/2021	Water cooler hire	\$570.90
West Coast Radio Pty Ltd			\$4,268.00
EFT000185	09/06/2021	LiveLighter Pinjarra Festival radio advertising	\$4,268.00
Westbooks			\$1,552.48
EFT000185	09/06/2021	Library book stock	\$630.62
EFT000189	23/06/2021	Library book stock	\$341.12
EFT000191	30/06/2021	Library book stock	\$580.74
Westcoast Power Equipment			\$4,090.10

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000187	16/06/2021	Small plant replacement parts	\$183.30
EFT000187	16/06/2021	HSA 86 Skin only Hedge trimmer	\$1,148.40
EFT000191	30/06/2021	Stihl HSA 86 Battery Hedge trimmer	\$1,148.40
EFT000191	30/06/2021	Hyd trans filter kit for Cub Mower	\$250.00
EFT000191	30/06/2021	Supply Bahco Extendable polesaw	\$270.00
EFT000191	30/06/2021	Supply Bahco Extendable polesaw	\$170.00
EFT000191	30/06/2021	Stihl BR700Z Backpack Blower	\$920.00
Western Australian Electoral Commission			\$277.50
EFT000189	23/06/2021	Refund facility hire bond for North Dandalup Hall	\$277.50
Western Greenery			\$730.00
EFT000187	16/06/2021	Gardening material for craft activity	\$730.00
Western Rural Fencing			\$814.00
EFT000185	09/06/2021	Brick paving repairs Paterson Road	\$561.00
EFT000185	09/06/2021	Moss removal from steps at Edenvale	\$253.00
Whitcroft IT Pty Ltd			\$1,250.00
EFT000191	30/06/2021	Replacement APC UPS for Tech Services comms	\$1,250.00
Winc Australia Pty Limited			\$969.65
EFT000187	16/06/2021	Task chairs for Administration Office	\$969.65
Work Clobber			\$1,372.40
EFT000183	02/06/2021	Protective clothing for Operations Centre	\$1,116.80
EFT000191	30/06/2021	Protective clothing for Operations Centre	\$255.60
Wren Oil			\$16.50
EFT000183	02/06/2021	Waste oil disposal	\$16.50
Stikit Solutions			\$138.60
EFT000185	09/06/2021	Shire of Murray/Shire of Waroona dual badged stickers	\$138.60
Mandurah Psychological Services Pty Ltd			\$1,072.50
EFT000183	02/06/2021	Consultation session with psychologist	\$214.50
EFT000185	09/06/2021	Consultation session with psychologist	\$429.00
EFT000189	23/06/2021	Consultation session with psychologist	\$214.50
EFT000191	30/06/2021	Consultation session with psychologist	\$214.50
Easi Packaging Pty Ltd			\$5,674.42
EFT000185	09/06/2021	Payroll deductions	\$2,155.22
EFT000189	23/06/2021	Payroll deductions	\$3,519.20
Hydrochem			\$314.05
EFT000183	02/06/2021	Quarterly loops water treatment - April 21	\$314.05
Telair Pty Ltd			\$1,372.55
EFT000187	16/06/2021	Phone usage - May 2021	\$1,372.55
Toll Transport Pty Ltd			\$277.99
EFT000183	02/06/2021	Courier charges	\$92.40
EFT000189	23/06/2021	Courier charges	\$122.44
EFT000191	30/06/2021	Courier charges	\$63.15
Spacecubed Ventures Pty Ltd			\$9,259.25
EFT000189	23/06/2021	Closing Balance - XTend Peel Project	\$9,259.25
CSE Crosscom Pty Ltd			\$4,660.38
EFT000191	30/06/2021	Supply and install X10DR "Sharkfin" Multi-polarity	\$587.40
EFT000191	30/06/2021	4 x Ranger Vehicles - Relocation of X10DR Radio	\$4,072.98
Sterling's Office National			\$680.48
EFT000191	30/06/2021	Assorted stationery items	\$680.48
WML Consultants Pty Ltd			\$39,777.22
EFT000191	30/06/2021	Pinjarra Pedestrian Bridge refurbishment design	\$30,860.50
EFT000191	30/06/2021	Geotechnical Investigation Pinjarra Suspension Bridge	\$8,916.72
Rural Press Pty Limited			\$440.00
EFT000191	30/06/2021	Advertising - Mandurah Mail - CHRMAP workshops -	\$440.00
Construction Training Fund			\$2,845.86
EFT000191	30/06/2021	BCITF Collection Fees - May 21	\$2,845.86
WA Temporary Fencing Supplies			\$356.40
EFT000191	30/06/2021	Temporary fencing	\$356.40
Quicklee Express			\$93.50

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000185	09/06/2021	Courier charges	\$93.50
Travelwest Publications WA Pty Ltd			\$605.00
EFT000189	23/06/2021	Listing on the Mandurah and Peel map - May 2021	\$605.00
Black Velvet & Honey			\$180.00
EFT000189	23/06/2021	Catering for volunteers at Pinjarra Festival	\$75.00
EFT000191	30/06/2021	Catering for volunteers at environmental events	\$105.00
Little Genius Science			\$1,440.00
EFT000183	02/06/2021	Provision of science workshops - Robotics Challenge	\$1,440.00
IAP2 International Association			\$242.00
EFT000185	09/06/2021	IAP2 Membership renewal	\$242.00
Mammoth Equipment and Exhausts			\$454.96
EFT000191	30/06/2021	Ecoblue bulk delivery	\$454.96
Jomar (WA) Pty Ltd			\$65,528.31
EFT000183	02/06/2021	Preventative bridge maintenance traffic bridges	\$28,722.31
EFT000191	30/06/2021	Bridge maintenance - Bridge 4778A Coolup Road East	\$8,712.00
EFT000191	30/06/2021	Bridge 3541 maintenance Lakes Road	\$28,094.00
Brikmakers			\$2,701.24
EFT000191	30/06/2021	Natural Earth Blocks Plain 1000	\$2,701.24
Vanguard Press			\$20,201.50
EFT000189	23/06/2021	Artwork alterations for Destination Book	\$260.00
EFT000189	23/06/2021	Artwork for Pinjarra/Ravenswood/Yunderup Tourism Maps	\$1,500.00
EFT000189	23/06/2021	Reprint Dwellingup A3 Counter Maps	\$737.00
EFT000191	30/06/2021	Dwellingup Destination Booklet (re-stock)	\$17,704.50
Tammy Peckover			\$2,035.00
EFT000189	23/06/2021	Pinjarra Festival - Kids stage entertainment	\$2,035.00
Elliott Peel Paints Pty Ltd			\$179.50
EFT000191	30/06/2021	Quick dry enamel pressure pack paint	\$179.50
Jarra Infusion			\$4,806.25
EFT000183	02/06/2021	Catering Industry Launch	\$3,631.00
EFT000185	09/06/2021	Catering Ordinary Council Meeting - 27 May, 2021	\$225.00
EFT000185	09/06/2021	Lunch catering for Council Briefing - 13 May, 2021	\$177.50
EFT000189	23/06/2021	Catering for Council Briefing - 10 June, 2021	\$320.25
EFT000191	30/06/2021	Catering - Ordinary Council Meeting - 24 June 2021	\$225.00
EFT000191	30/06/2021	Catering - Dwellingup Futures Meeting - Wednesday	\$227.50
Miti Trees			\$3,168.00
EFT000185	09/06/2021	Assorted trees for planting in Public Open Space	\$3,168.00
AMPAC Debt Recovery Pty Ltd			\$30.20
EFT000191	30/06/2021	Debt recovery fees	\$30.20
Pinjarra Katijin			\$550.00
EFT000191	30/06/2021	Welcome to Country - Pinjarra Festival 2021	\$550.00
Murray WA Sea Scouts Group			\$500.00
EFT000189	23/06/2021	Pinjarra Festival 2021 volunteers	\$500.00
Donald Cant Watts Corke (WA) Pty Ltd			\$4,488.00
EFT000191	30/06/2021	Construction services and project completion WAFIP	\$4,488.00
Dwellingup Silver			\$300.00
EFT000189	23/06/2021	DTVC Shop stock	\$300.00
Bleeding Ear Music			\$660.00
EFT000189	23/06/2021	John Read Band - Pinjarra Festival entertainment	\$660.00
Candor Training			\$2,915.00
EFT000191	30/06/2021	Delivery of 3 club workshops	\$2,915.00
Northstar Asset Pty Ltd T/a Artistralia			\$495.00
EFT000185	09/06/2021	Payment for movie screening	\$495.00
South West Isuzu			\$180.00
EFT000191	30/06/2021	Automotive repairs	\$180.00
MyMedia			\$1,573.00
EFT000185	09/06/2021	Subscription	\$1,573.00
Janet Fiori			\$444.36

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000183	02/06/2021	Reimbursement for craft supplies for activities at Library	\$298.51
EFT000189	23/06/2021	Reimbursement for catering for activities at Library	\$145.85
Corrib Investments Pty Ltd			\$14,631.31
EFT000183	02/06/2021	Development Bond - Stage 2 Lot 57 Avoca Retreat	\$14,631.31
Delta T Technologies (WA) Pty Ltd			\$187.00
EFT000191	30/06/2021	2 x 5L Delta T gel	\$187.00
Waroona Earthworks and Wood Supplies			\$10,340.00
EFT000191	30/06/2021	Mounsey Road - Mulching verge vegetation	\$10,340.00
Open Cities Pty Ltd			\$5,500.00
EFT000191	30/06/2021	Creation of new MALC website	\$5,500.00
Painted Dog Research Pty Ltd			\$40,920.00
EFT000191	30/06/2021	Waste Education Community Consultation	\$40,920.00
Repeat Plastics (WA)			\$1,126.51
EFT000189	23/06/2021	10 x Repeat black bollard flat top and repeat double reflectors	\$1,126.51
Armsec WA			\$299.75
EFT000191	30/06/2021	Alarm callout 20/5/2021	\$189.75
EFT000191	30/06/2021	Alarm callout 26/6/2021	\$110.00
Pinjarra Girl Guides			\$500.00
EFT000189	23/06/2021	2021 Pinjarra Festival craft station donation	\$500.00
Australia Day Council of Western Australia			\$650.00
EFT000183	02/06/2021	Gold Associate membership - 2021-2022	\$650.00
Nisbets Australia Pty Ltd			\$571.78
EFT000191	30/06/2021	Robatherm Hot Water Urn 20 litre	\$571.78
Essential Aircor Services Pty Ltd			\$51,243.50
EFT000183	02/06/2021	Maintenance works to AHU2 at MALC	\$4,290.00
EFT000191	30/06/2021	Install new 350kW boilers at MALC	\$46,794.00
EFT000191	30/06/2021	Investigate faulty creche air conditioner	\$159.50
Lockdown Security Solutions			\$132.00
EFT000191	30/06/2021	Service alarm system	\$132.00
Belinda Brown			\$51.90
EFT000185	09/06/2021	Reimbursement for stationery purchases	\$51.90
Road Specialist Australia Pty Ltd			\$640.00
EFT000191	30/06/2021	Aluminium conveyor flight	\$640.00
Quintis Sandalwood Pty Ltd (Mt Romance)			\$280.50
EFT000189	23/06/2021	DTVC Shop stock	\$280.50
Deezee Designs			\$16.00
EFT000185	09/06/2021	Pinjarra Festival - Biscuit toppers for sponsor bags	\$16.00
The Hive Wholefoods			\$111.00
EFT000189	23/06/2021	DTVC Shop stock	\$111.00
Milly & Wy			\$549.00
EFT000189	23/06/2021	DTVC Shop stock	\$549.00
InterFire Agencies Pty Ltd			\$2,220.84
EFT000183	02/06/2021	Volunteer Bushfire Brigade protective clothing and equipment	\$2,220.84
Vergone's Fruit Stall Dwellingup			\$113.40
EFT000189	23/06/2021	DTVC Shop stock	\$113.40
Planet Corroboree			\$445.20
EFT000189	23/06/2021	DTVC Shop stock	\$445.20
Buzzy Wraps			\$400.84
EFT000189	23/06/2021	DTVC Shop stock	\$400.84
Caraholly Orchard			\$275.00
EFT000189	23/06/2021	DTVC Shop stock	\$275.00
Davric Australia Pty Ltd			\$3,602.50
EFT000185	09/06/2021	DTVC Shop stock	\$3,025.00
EFT000189	23/06/2021	DTVC Shop stock	\$577.50
Dwellingup Adventures			\$747.00
EFT000185	09/06/2021	Catering - Top Tourism Award brunch	\$690.00
EFT000189	23/06/2021	Mountain bike hire- Destination WA shoot	\$57.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
Pinjarra Settlements			\$689.37
EFT000189	23/06/2021	Settlement costs - Lot 303 Dewar Road, North Dandalup	\$689.37
WA Tool and Trade Supply			\$92.53
EFT000189	23/06/2021	Workshop consumables	\$92.53
Brother of Mine Coffee Roasters			\$420.00
EFT000185	09/06/2021	MALC Kiosk coffee supplies	\$220.00
EFT000191	30/06/2021	MALC Kiosk coffee supplies	\$200.00
Murray Music and Drama Club Inc			\$200.00
EFT000191	30/06/2021	MMDC - sound and projection fee	\$200.00
Fairbridge WA Inc			\$1,368.50
EFT000189	23/06/2021	Pinjarra Festival 2021 volunteer meals	\$1,368.50
KEE Surfacing Pty Ltd			\$31,972.86
EFT000191	30/06/2021	Murray River Drive - Asphalt Works	\$31,972.86
Howard J Kirk			\$900.00
EFT000189	23/06/2021	Herron Point Caretakers Allowance 04/06/21 - 17/06/21	\$300.00
EFT000189	23/06/2021	Herron Point Caretakers Allowance 21/05/21 - 03/06/21	\$300.00
EFT000191	30/06/2021	Herron Point Caretakers Allowance 18/06/21 - 01/07/21	\$300.00
Vestone Capital			\$19,486.26
EFT000191	30/06/2021	Leases for IT Equipment 01/07/21 - 30/09/21	\$19,486.26
Michel Smash Repairs Pty Ltd			\$99.00
EFT000189	23/06/2021	Towing of abandoned vehicle from South Yunderup	\$99.00
Pisconeri Family Trust			\$43,833.90
EFT000185	09/06/2021	Corio Road Transfer Station Management May 2021	\$33,739.20
EFT000185	09/06/2021	Dwellingup Transfer Station Management May 2021	\$3,890.70
EFT000185	09/06/2021	Transport green waste to Waroona May 2021	\$5,808.00
EFT000185	09/06/2021	Loader hire for e-waste temporary collection day	\$396.00
Country Womens Association of WA			\$85.80
EFT000189	23/06/2021	45kg Facility fee / Cylinder Service Charge	\$85.80
WA Automotive Pty Ltd			\$1,393.00
EFT000191	30/06/2021	Check 4WD warning lamp 4015MY Mitsubishi Triton	\$198.00
EFT000191	30/06/2021	Repairs to 4WD system 4015MY Mitsubishi Pajero	\$1,195.00
Harry's Asphalt Pty Ltd			\$12,705.00
EFT000189	23/06/2021	Asphalt corrector Murray River Drive	\$10,120.00
EFT000189	23/06/2021	Steel Lane red asphalt repair	\$2,585.00
Whitmore Consulting			\$5,280.00
EFT000189	23/06/2021	Support and assessment on banking tender	\$5,280.00
APV Valuers & Asset Management			\$802.45
EFT000189	23/06/2021	Land and Building Asset Revaluation 2020-2021	\$802.45
TRACC Civil Pty Ltd			\$20,307.67
EFT000191	30/06/2021	Streetlighting Marinup Street Dwellingup	\$20,307.67
Tunnel Vision (WA) Pty Ltd			\$2,321.00
EFT000189	23/06/2021	Drain cleaning and root cutting Ravenswood	\$2,321.00
Patricia Davies			\$1,350.00
EFT000187	16/06/2021	3D modelling and 3D printer workshop	\$1,350.00
Northport Electrical			\$29,023.50
EFT000183	02/06/2021	Parts and installation of 50 controllers and comms units for MRCE Oval and other locations	\$27,833.30
EFT000191	30/06/2021	Supply and install high gain antenna at MRCE Oval	\$1,190.20
Agonis Group			\$23,487.20
EFT000187	16/06/2021	Hotham Valley Tourist Railway: Pinjarra to Alumina Junction feasibility study	\$23,487.20
Rodney Peake			\$22.28
EFT000189	23/06/2021	Reimbursement for parking	\$22.28
Choose Digital Pty Ltd			\$767.80
EFT000183	02/06/2021	Website hosting and aftercare plan	\$383.90
EFT000187	16/06/2021	Support for hosting website on Dash Digital	\$383.90
Guru Productions Pty Ltd			\$4,950.00
EFT000183	02/06/2021	Destination WA film shoot	\$4,950.00
Cooper & Oxley Group Pty Ltd			\$679,578.57

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000189	23/06/2021	Construction of WA Food Innovation Precinct	\$679,578.57
Laser Corps WA			\$1,655.00
EFT000185	09/06/2021	Pinjarra Festival - Mobile laser activity - remaining balance	\$1,655.00
Tracy Harrington			\$350.00
EFT000191	30/06/2021	Circus skills school holiday workshop	\$350.00
RDF Plumbing			\$13,964.94
EFT000183	02/06/2021	Replace damaged cistern	\$288.00
EFT000185	09/06/2021	Replace urinal cistern	\$382.76
EFT000185	09/06/2021	Investigate blocked drain	\$233.20
EFT000185	09/06/2021	Install septic tank lid	\$180.00
EFT000189	23/06/2021	Repairs to rear door	\$75.00
EFT000189	23/06/2021	Replace vandalised door	\$300.00
EFT000189	23/06/2021	Isolate and repairs 20mm water main feed and test	\$230.00
EFT000189	23/06/2021	Service toilet cistern	\$112.50
EFT000189	23/06/2021	Repairs to 3 doors	\$230.00
EFT000189	23/06/2021	Repair to sewer pipe and water main	\$130.00
EFT000189	23/06/2021	Replace toilet cisterns	\$360.00
EFT000189	23/06/2021	Repair to hot water pipe	\$186.00
EFT000191	30/06/2021	Old School House - Supply 3 x Soakwells	\$8,337.48
EFT000191	30/06/2021	Dwellingup caravan sullage system call out	\$140.00
EFT000191	30/06/2021	Install barrier fence to wall outside leisure pool	\$2,780.00
Helen Coleman			\$650.00
EFT000189	23/06/2021	Natural Inks workshop	\$300.00
EFT000191	30/06/2021	Weaving Basketry workshop	\$350.00
Ready Aim Fire Pty Ltd			\$4,800.00
EFT000189	23/06/2021	Pinjarra Place Advocacy Campaign Stage 1	\$4,800.00
ASK Pty Ltd			\$3,300.00
EFT000187	16/06/2021	Corio Road Transfer Station licence amendment	\$3,300.00
United Wolves			\$5,164.50
EFT000187	16/06/2021	Pinjarra Festival 2021 - Security	\$5,164.50
Party on the Green			\$1,862.00
EFT000187	16/06/2021	Pinjarra Festival 2021 - Mini golf	\$1,862.00
Simply Circus			\$4,180.00
EFT000187	16/06/2021	Pinjarra Festival - Kids entertainment	\$4,180.00
Meagan Godleman			\$1,500.00
EFT000187	16/06/2021	Pinjarra Festival entertainment - The Godlemans	\$1,500.00
Shani Holster			\$366.00
EFT000189	23/06/2021	DTVC Shop stock	\$366.00
Freedom Fairies			\$7,150.00
EFT000187	16/06/2021	Pinjarra Festival - Face painting	\$7,150.00
Ben's Building & Carpentry			\$3,222.00
EFT000185	09/06/2021	Repair portico eave lining boards	\$3,222.00
Hersey's Safety Pty Ltd			\$3,128.77
EFT000191	30/06/2021	Box of Line marking paint and pink flagging tape	\$150.15
EFT000191	30/06/2021	Chainsaw clips	\$605.00
EFT000191	30/06/2021	Assorted protective equipment	\$949.56
EFT000191	30/06/2021	Tree stakes and tree ties	\$354.75
EFT000191	30/06/2021	Assorted protective equipment	\$506.16
EFT000191	30/06/2021	Pyromate welding gear gloves	\$40.65
EFT000191	30/06/2021	Hard hat visor and earmuff kits	\$522.50
Safemaster Safety Products Pty Ltd			\$555.50
EFT000191	30/06/2021	Undertaken inspection of fall arrest anchor points	\$555.50
Resin the Bar			\$870.00
EFT000183	02/06/2021	Resin workshop at Library	\$870.00
Cubic Promote			\$2,755.50
EFT000187	16/06/2021	MALC - nylon backpacks for Pinjarra Festival promotion	\$2,755.50
Ali Hill			\$930.00
EFT000187	16/06/2021	Ali Hill - MC for Pinjarra Festival	\$930.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
Meet the Animals			\$1,700.00
EFT000187	16/06/2021	Pinjarra Festival - Petting zoo	\$1,700.00
Krystals Kid's Parties			\$3,600.00
EFT000185	09/06/2021	Pinjarra Festival - Hat marbling craft activity	\$3,600.00
The Lulus			\$1,650.00
EFT000185	09/06/2021	Pinjarra Festival - Stage entertainment - Balance	\$1,650.00
Lo-go Appointments			\$6,343.97
EFT000185	09/06/2021	Temporary labour hire	\$2,524.30
EFT000189	23/06/2021	Temporary labour hire	\$3,819.67
Craig Silvey			\$495.00
EFT000183	02/06/2021	Library author visit - Craig Silvey	\$495.00
Kerry Kimberley			\$51.23
EFT000183	02/06/2021	Reimbursement for event at MALC	\$51.23
Works with Quirks			\$6,000.00
EFT000187	16/06/2021	Murray River Foreshore Mural - design acceptance	\$1,000.00
EFT000189	23/06/2021	Murray River Foreshore Mural - complete	\$5,000.00
Kids Just Wanna Have Fun Amusement Hire			\$2,660.00
EFT000185	09/06/2021	Amusement hire for Youth Zone at Pinjarra Festival	\$2,660.00
Lawn Doctor			\$11,473.00
EFT000189	23/06/2021	Turf Renovations to 5 Ovals	\$11,473.00
LED Sign Screen Deliverd			\$1,430.00
EFT000183	02/06/2021	Pinjarra Festival 2021 - LED screen	\$715.00
EFT000185	09/06/2021	Pinjarra Festival 2021 - LED screen	\$715.00
Timcare Distributors			\$429.00
EFT000185	09/06/2021	Items for waterways management	\$429.00
Bridgestone Select			\$996.00
EFT000189	23/06/2021	Supply and fit new tyres 4021MY	\$996.00
Men of the Trees - Peel Branch			\$240.00
EFT000187	16/06/2021	Native plant tube stock	\$240.00
Natasha Ayers			\$6,875.00
EFT000185	09/06/2021	WAFIP EIR - Supporting WA Start-ups 50% deposit	\$6,875.00
Pamela Winstanley			\$603.78
EFT000185	09/06/2021	Refund overpayment of rates A9108	\$603.78
Murray Kirkham & Annette Fletcher			\$1,113.00
EFT000185	09/06/2021	Refund overpayment of rates A1182	\$1,113.00
Lions Cancer Institute Inc			\$1,100.00
EFT000189	23/06/2021	CAPF funding - Children's Big Day Out	\$1,100.00
Adrian Ellins & Suzanne Crouchley			\$259.41
EFT000185	09/06/2021	Refund overpayment of rates A3903	\$259.41
Peter Read			\$250.00
EFT000185	09/06/2021	Crossover Subsidy - 8 Fauntleroy St Pinjarra	\$250.00
Mandurah Sweep			\$528.00
EFT000189	23/06/2021	Sweeping paths and car parks South Yunderup	\$528.00
Skills Training and Engineering Services			\$4,000.00
EFT000191	30/06/2021	Secure, unload, load cargo training June 2021	\$4,000.00
John Murison			\$147.00
EFT000187	16/06/2021	Refund overpayment Planning Application - P127/2021	\$147.00
Na'Dees Cuisine			\$241.35
EFT000187	16/06/2021	Pinjarra Festival 2021 - volunteer catering	\$241.35
Perth Outdoor Cinema			\$350.00
EFT000189	23/06/2021	Tent hire for event	\$350.00
Pop up Pubs and Party Hire			\$1,800.00
EFT000189	23/06/2021	Inflatable building for youth zone	\$1,800.00
Murphy's Spuds			\$96.50
EFT000189	23/06/2021	Pinjarra Festival volunteers lunch	\$96.50
Face Painter Extraordinaire			\$297.00
EFT000189	23/06/2021	Face painter for Play in the Park event	\$297.00
Mesmerise Me Jewellery			\$160.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
EFT000189	23/06/2021	Refund overpayment for Pinjarra Festival	\$160.00
Fat Bike Championship Inc			\$2,000.00
EFT000189	23/06/2021	Alcoa Dwellingup Community Assistance	\$2,000.00
EPICC Solutions			\$570.00
EFT000189	23/06/2021	CANVA Workshop	\$570.00
Haymes Paint			\$366.25
EFT000189	23/06/2021	Paint supplies	\$233.88
EFT000191	30/06/2021	Paint supplies	\$132.37
Gareth Jones			\$250.00
EFT000189	23/06/2021	Crossover subsidy - Lot 804 (16) Hampstead Parade	\$250.00
Main Roads Western Australia			\$4,044,700.01
EFT000189	23/06/2021	North Yunderup Bridge replacement - Progress Claim 2	\$3,767,902.11
EFT000189	23/06/2021	North Yunderup Bridge replacement - Progress Claim 1	\$276,797.90
Shed Approvals WA			\$147.00
EFT000189	23/06/2021	Overpayment Planning Approval P129/2021	\$147.00
Terpou Corporation Pty Ltd			\$18,642.90
EFT000189	23/06/2021	Town Centre Facade subsidy program - 20 George Street	\$18,642.90
Royal Aero Club of WA			\$3,646.45
EFT000189	23/06/2021	Reimbursement for Murrayfield Airport business case	\$3,646.45
Murray Riding Club Inc			\$2,500.00
EFT000189	23/06/2021	Round 3 CAPF funding application	\$2,500.00
Brooks Hire Service Super Fund			\$6,077.42
EFT000189	23/06/2021	Reimbursement for Murrayfield Airport business case	\$6,077.42
Travis Hayto Photography			\$1,375.00
EFT000191	30/06/2021	Videography - Pinjarra Festival 2021	\$1,375.00
Black Cockatoo Preservation Society			\$440.00
EFT000191	30/06/2021	Education and Community Day attendance	\$440.00
Pride in Peel Inc			\$1,000.00
EFT000189	23/06/2021	Round 3 CAPF funding - Family Friendly event	\$1,000.00
One Degree Advisory			\$3,135.00
EFT000191	30/06/2021	15 hours mediation services	\$3,135.00
Shane McRedmond			\$325.00
EFT000191	30/06/2021	Reimbursement for Health Australia membership	\$325.00
Ria Charman			\$700.00
EFT000191	30/06/2021	Refund overpayment of rates A20	\$700.00
Assured Certification Services			\$1,524.57
EFT000191	30/06/2021	Refund overpayment BSL fee - BP2021342	\$1,524.57
			EFT Total
			\$7,343,190.19
Cornerstone Legal Pty Ltd			\$1,980.00
101291	02/06/2021	Legal Advice - Dog Act 1976.	\$1,980.00
Department of Transport			\$214.75
101305	23/06/2021	Jetty renewal - Coolenup Island	\$42.95
101305	23/06/2021	Jetty renewal - Old Coopers Mill site	\$42.95
101305	23/06/2021	Jetty renewal - Pinjarra Road Traffic Bridge	\$42.95
101305	23/06/2021	Jetty renewal - Old Coopers Mill site	\$42.95
101312	30/06/2021	Jetty renewal - Murray River Freeway Bridge	\$42.95
Shire of Murray			\$5,427.60
101295	09/06/2021	Payroll deductions	\$2,487.40
101296	09/06/2021	Firewood commission - May 2021	\$92.40
101296	09/06/2021	BSL commission - May 2021	\$290.00
101306	23/06/2021	Payroll deductions	\$2,491.80
101313	30/06/2021	BCITF commission - May 2021	\$66.00
Western Power			\$3,384.00
101307	23/06/2021	Street light design Nancarrow Way, Ravenswood	\$3,384.00
Synergy			\$49,610.95
101292	02/06/2021	Electricity - Fire tank	\$129.29
101292	02/06/2021	Electricity - Cantwell Park (bore)	\$81.92
101292	02/06/2021	Electricity - Fire tank	\$115.65

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
101297	09/06/2021	Electricity - Ravenswood Toilets	\$418.63
101297	09/06/2021	Electricity - CCTV Town Square	\$112.68
101297	09/06/2021	Electricity - Cantwell Park (Playground)	\$301.66
101297	09/06/2021	Electricity - 28 George St	\$1,904.06
101297	09/06/2021	Electricity - Pinjarra Heritage Railway Station	\$240.23
101297	09/06/2021	Electricity - Cemetery	\$116.50
101297	09/06/2021	Electricity - Lions Park barbeques	\$116.22
101297	09/06/2021	Electricity - DHVIC	\$681.80
101297	09/06/2021	Electricity - Streetlights	\$30,673.75
101301	16/06/2021	Electricity - Pinjarra Equestrian Assoc	\$65.15
101301	16/06/2021	Electricity - Dwellingup Oval Bore	\$112.13
101301	16/06/2021	Electricity - SES Building	\$689.48
101301	16/06/2021	Electricity - Depot	\$925.74
101301	16/06/2021	Electricity - New DHVIC Building	\$109.42
101301	16/06/2021	Electricity - New Trails Shop	\$153.90
101301	16/06/2021	Electricity - 07/04/21 - 08/06/21	\$1,740.77
101301	16/06/2021	Electricity - Pinjarra Industrial Estate bore	\$522.41
101301	16/06/2021	Electricity - Animal Pound	\$283.00
101301	16/06/2021	Electricity - Dwellingup Hall	\$202.97
101308	23/06/2021	Electricity - McLarty Precinct	\$245.73
101308	23/06/2021	Electricity - Civic Centre	\$950.87
101308	23/06/2021	Electricity - Carpark	\$782.95
101308	23/06/2021	Electricity - Dwellingup Fire Station	\$1,020.64
101308	23/06/2021	Electricity - Records Building	\$1,303.96
101308	23/06/2021	Electricity - Cantwell Park (BBQ Lights)	\$257.62
101308	23/06/2021	Electricity - Old SES Building	\$116.09
101308	23/06/2021	Electricity - Pinjarra Meadows bore	\$577.69
101308	23/06/2021	Electricity - North Pinjarra Hall	\$250.72
101308	23/06/2021	Electricity - MRCE - Grove Park	\$478.94
101308	23/06/2021	Electricity - Fire tank	\$109.69
101308	23/06/2021	Electricity - Dwellingup Oval Bore	\$266.51
101308	23/06/2021	Electricity - Administration Gardens	\$139.92
101308	23/06/2021	Electricity - Fire tank	\$115.23
101308	23/06/2021	Electricity - Edenvale - Liveringa	\$242.08
101308	23/06/2021	Electricity - Gentlemen's Park	\$556.73
101308	23/06/2021	Electricity - Dwellingup Rose Garden	\$123.55
101308	23/06/2021	Electricity - Edenvale Old School Hall	\$289.48
101308	23/06/2021	Electricity - Marinup Park Playground	\$120.23
101308	23/06/2021	Electricity - Cantwell Park (bore)	\$78.98
101308	23/06/2021	Electricity - Fire tank	\$110.68
101308	23/06/2021	Electricity - Fire tank	\$110.68
101308	23/06/2021	Electricity - Fire tank	\$110.68
101308	23/06/2021	Electricity - Corio Rd Transfer Station	\$879.40
101308	23/06/2021	Electricity - Fire tank	\$116.83
101314	30/06/2021	Electricity - North Dandalup Hall	\$492.61
101314	30/06/2021	Electricity - Fire tank	\$65.10
Alinta Gas			\$23,945.34
101293	02/06/2021	Gas usage	\$19.75
101293	02/06/2021	Gas - Leisure Centre - Aquatic Centre	\$8,503.05
101293	02/06/2021	Gas - Leisure Centre - Aquatic Centre	\$6,169.95
101298	09/06/2021	Gas - Edenvale Tearooms	\$1,748.45
101298	09/06/2021	Gas - Leisure Centre Building	\$593.10
101298	09/06/2021	Gas - Leisure Centre - Aquatic Centre	\$19.75
101298	09/06/2021	Gas - Leisure Centre - Aquatic Centre	\$6,859.79
101298	09/06/2021	Gas - Civic Centre	\$31.50
Department of Transport			\$1,432.50
101299	09/06/2021	License Fees MY14025	\$32.50
101302	16/06/2021	Special Series Plates - 357MY	\$600.00

List of Accounts Paid in June 2021 to be Received			
Payment No	Posting Date	Description	Amount
101309	23/06/2021	Special Series Plates - 4072MY	\$200.00
101310	23/06/2021	Special Series Plates - 347MY	\$200.00
101315	30/06/2021	Special Series Plates - 1906MY	\$200.00
101315	30/06/2021	Special Series Plates - 050MY	\$200.00
Optus			\$2,946.64
101303	16/06/2021	Phone usage - 06/05/21 to 05/06/21	\$2,946.64
The West Australian Newspapers Ltd			\$144.00
101294	02/06/2021	West Australian Newspaper 18/5/21 10/8/21	\$144.00
City of Mandurah			\$3,733.57
101300	09/06/2021	Bus hire fee to Billy Dower Youth Centre	\$87.12
101311	23/06/2021	Reimbursement for Murrayfield Airport	\$3,646.45
Australian Taxation Office			\$30,588.81
101304	17/06/2021	FBT Annual Return 2020/2021	\$30,588.81
Please Pay Cash			\$955.00
065510	23/06/2021	MALC - Netball umpire recoup	\$955.00
Please Pay Cash - Admin			\$872.65
065511	23/06/2021	Petty Cash - detail in attachment	\$238.10
065511	23/06/2021	Petty Cash - detail in attachment	\$634.55
Please Pay Cash - Events			\$175.35
065512	23/06/2021	Petty Cash - detail in attachment	\$101.50
065512	23/06/2021	Petty Cash - detail in attachment	\$73.85
		Cheque Total	\$125,411.16
Commonwealth Bank Direct Debit	07/06/2021	Corporate Credit Cards - detail in attachment	\$13,506.56
		Credit Card Total	\$13,506.56
		Payment Total	\$7,482,107.91

This schedule of accounts paid for the Municipal Fund totalling **\$7,482,107.91** which was submitted to each member of the Council on **22 July 2021** have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings.

Total creditor accounts outstanding as at 30 June 2021 is **\$307,769.26**.

The accompanying attachment forms part of this report, which details the expenses paid by Cash and Corporate Credit Card for the month of **June 2021**.

CHIEF EXECUTIVE OFFICER

Attachment of List of Accounts Paid in June to be Received				
Cheque	Date	Name	Description	Amount
65511	23/06/2021	Please Pay Cash - Admin		\$872.65
		Pinjarra Bakery	Catering for retirement function	\$55.60
		The Lucky Charm	Retirement card	\$20.00
		Tuckey's Hardware	Rake for Pinjarra Festival	\$23.29
		Officeworks	Lanyards for Pinjarra Festival	\$149.08
		Bodero	Sensory equipment for Pinjarra Festival	\$45.00
		Woodley's Central Newsagency	Staff farewell card	\$7.00
		The Reject Shop	Frames for volunteer awards	\$17.50
		The Reject Shop	Stationery for youth activity	\$32.65
		Sportspower Pinjarra	Health and wellbeing prize	\$30.00
		Dominoes Pizza	Catering for youth activity	\$40.00
		Bunnings	Matting for youth zone at Pinjarra Festival	\$39.80
		The Reject Shop	Hangers for shirt display	\$20.00
		The Lucky Charm	USB drive	\$11.95
		Dome Geraldton	Meeting meal expenses - Tourism Conference	\$16.00
		Dwellingup IGA	Catering expenses	\$4.50
		Aldi Stores	Catering for retirement function	\$36.88
		The Lucky Charm	Staff farewell cards	\$16.00
		Officeworks	Sanitiser, charging cable and lanyards for Pinjarra Fes	\$44.35
		Matchbox	Tea bag box for event	\$24.95
		Mayday Op Shop	Pinjarra Festival items	\$12.00
		The Lucky Charm	Stationery for Pinjarra Festival	\$45.60
		Pinjarra Bakery	Catering for Pinjarra Festival	\$105.00
		The Reject Shop	Items for volunteer function	\$68.50
		Coles Pinjarra	Catering for Settlers Village	\$7.00
65512	23/06/2021	Please Pay Cash - Events		\$175.35
		Night Owl Ravenswood	Ice for function	\$8.00
		The Reject Shop	Items for youth event	\$50.00
		The Reject Shop	Items for youth event	\$33.50
		Tuckey's Hardware	Rubber mallet	\$10.00
		Waypoints Café	Catering for Destination WA photo shoot	\$6.00
		IGA Dwellingup	Catering for Destination WA photo shoot	\$17.85
		Dwellingup Hotel	Catering for Destination WA photo shoot	\$50.00
Direct Debit	7/06/2021	Card Account Numbers	Corporate Credit Card Usage	\$13,506.56
		5550 7294		\$124.00
		Hummingbird Café	Meeting meal expenses with PDC and Harvey Water	\$113.00
		Jarra Infusion	Meeting meal expenses with Peel Alliance	\$11.00
		5550 7496		\$100.00
		Australian Institute of Building Surveyors	Staff training webinar	\$100.00
		5550 6131		\$1,165.69
		Bunnings	Rechargeable batteries and chargers	\$118.00
		Officeworks	Laminator and A5 diaries	\$46.17

	Officeworks	Magnetic whiteboard tape	\$33.92
	Coffee Parts	Thermometers for MALC Kiosk	\$27.45
	Shutterstock	Stock footage clip monthly subscription	\$139.00
	Officeworks	Specialised copy paper and Pinjarra Festival items	\$167.90
	Links Modular Solutions	Active Carrot monthly fee June	\$414.35
	Myzone Australia	Monthly fee for June	\$218.90
	5550 4071		\$835.27
	Mandurah Library	Book club set	\$25.00
	Ezycharge Australia	Chargebar monthly rental	\$15.67
	Occulus	Library VR system	\$639.00
	Coles Pinjarra	Catering - Settlers Village	\$15.90
	Patient Handling	Cable cover	\$139.70
	5550 4591		\$497.92
	Western Power	Application for Marinup Street, Dwellingup	\$497.92
	5550 7504		\$185.75
	Tuckey's Hardware	Screws for pump mounts	\$14.50
	Facebook Ads	Advertisements for 10th Anniversary	\$25.78
	Mail Chimp	Newsletter subscription service	\$40.47
	Terry White Chemist	EpiPen for First Aid kit	\$105.00
	5550 6290		\$146.00
	Bunnings	CCTV camera locks	\$122.00
	Ampol	Fuel for 4027MY	\$24.00
	5550 9933		\$4,060.01
	Ocean Centre Hotel	Meal expenses - Tourism Conference Geraldton	\$10.50
	Ocean Centre Hotel	Accommodation Tourism Conference Geraldton	\$340.00
	Ocean Centre Hotel	Accommodation Tourism Conference Geraldton	\$458.00
	Ocean Centre Hotel	Accommodation Tourism Conference Geraldton	\$510.00
	Wix.com	Court House website - 2 years	\$792.36
	Pinjarra Bakery	Meeting meal expenses	\$16.20
	Squarespace	Campaigns Core monthly subscription	\$19.00
	Pinjarra Bakery	Meeting meal expenses	\$52.00
	Squarespace	Monthly subscription D100	\$16.80
	Urban List Store	Urban Insights Travel Report	\$295.00
	Honey House	DTVC Shop stock	\$278.25
	Tourism Council WA	Perth Airport Tourism Awards nomination - Visitor Information Services	\$190.00
	Tourism Council WA	Perth Airport Tourism Awards nomination - Excellence in Local Government for Tourism	\$190.00
	Tourism Council WA	Perth Airport Tourism Awards nomination - Tourism Marketing & Campaigns	\$190.00

	Soundtrack your Brand	Monthly music streaming DTVC	\$35.99
	Mitaco Pty Ltd	Trolley for Library	\$335.00
	Squarespace	Edenvale Precinct website	\$270.00
	Mailchimp	Monthly subscription	\$22.02
	Google G Suite	Chrome monthly subscription	\$5.91
	Google G Suite	G Suite monthly subscription	\$18.48
	Jarra Infusion	Meeting meal expenses	\$14.50
	5550 7662		\$792.42
	Internode Pty Ltd	Internet for DTVC and MALC	\$241.63
	St John Ambulance	First Aid training for staff	\$89.00
	SMS Broadcast Pty Ltd	SMS broadcast credits added 2000	\$143.00
	ClickSend	Ranger incoming SMS line recharge	\$40.00
	Zettanet	Monthly subscription - voice backup	\$70.00
	Google Suite	Google subscription	\$5.51
	Google Suite	Google subscription	\$203.28
	5550 6715		\$435.73
	City of Perth Parking	Parking for Perth meeting	\$9.09
	Pinjarra Bakery	Catering for staff retirement function	\$92.50
	BP Baldivis	Fuel 4003MY	\$86.16
	Pinjarra Roadhouse	Fuel 4003MY	\$81.61
	Coles Express Bullcreek	Fuel 4003MY	\$85.31
	United Petroleum	Fuel 4003MY	\$81.06
	5550 8740		\$38.00
	Padburys Café Restaurant	Meal expenses attendance at opening of Cleanaway reopening	\$38.00
	5550 6233		\$974.00
	WA Government - DMIRS	Building Surveying registration	\$974.00
	5550 4063		\$1,624.94
	Tuckey's Hardware	Drill for SES and equipment for Coolup VBFB	\$1,337.94
	Tyrepower Pinjarra	SES Trailer tyre repair	\$56.00
	Tyrepower Pinjarra	Replacement tyre on CESC vehicle	\$231.00
	5550 2020		\$1,562.81
	Subway Pinjarra	Catering refund	-\$58.90
	Ocean Centre Hotel	Meal expenses - Tourism Conference Geraldton	\$39.00
	Ocean Centre Hotel	Meal expenses - Tourism Conference Geraldton	\$3.00
	Thrifty Car Rental	Hire car refund from Tourism Conference	-\$195.96
	Jarra Infusion	Meeting meal expenses	\$16.00
	Dome Pinjarra	Meeting meal expenses	\$9.30

		Pinjarra Roadhouse	Fuel	\$90.00
		Country Café Waroona	Meeting meal expenses	\$40.50
		Superloop	Broadband monthly charge	\$89.95
		News Limited	Digital newspaper subscription	\$32.00
		Australian Local Government Assoc	Regional Forum Canberra	\$225.00
		Qantas Airways Limited	Return flights to Canberra	\$919.34
		Property Council of WA	IWA Live stream	\$100.00
		Dome Pinjarra	Meeting meal expenses	\$9.60
		Pinjarra Roadhouse	Fuel	\$76.97
		Budget Taxi Alice Springs	Trails conference Alice Springs - cab expenses	\$41.16
		Lasseter's Alice Springs	Trails conference Alice Springs - meal expenses	\$48.00
		Page 27 Café Alice Springs	Trails conference Alice Springs - meal expenses	\$17.36
		CabFare payments	Trails conference Alice Springs - cab expenses	\$14.49
		Lasseter's Alice Springs	Trails conference Alice Springs - meal expenses	\$46.00
		5550 3250		\$241.25
		Hummingbird Café	Meeting meal expenses	\$16.50
		City of Perth Parking	Parking for meeting	\$4.04
		Jarra Infusion	Meeting meal expenses	\$8.50
		The Partisan	Meeting meal expenses	\$14.21
		Gilbert Wines	Meeting meal expenses	\$198.00
		5550 6316		\$722.77
		Coles Pinjarra	Catering for Turning of the Sod event	\$68.60
		The Reject Shop Pinjarra	Supplies for Turning of the Sod event	\$15.25
		Bunnings	Supplies for Turning of the Sod event	\$68.96
		Facebook Ads	Advertising various events	\$500.00
		Facebook Ads	Advertising various events	\$69.96

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 30 JUNE 2021



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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021**

BY NATURE OR TYPE

	Adopted Annual Budget	Current Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	Var.
Operating Revenues	\$		\$	\$	\$	%	
Specified area rates	192,416	192,416	192,416	195,157	2,741	1.40%	
Operating grants, subsidies and contributions	5,438,915	5,595,613	5,595,613	6,507,113	911,500	14.01%	▲
Non-operating grants, subsidies and contributions	19,761,372	21,314,941	21,314,941	10,296,562	(11,018,379)	(107.01%)	▼
Fees and charges	5,554,546	5,699,160	5,699,160	6,223,246	524,086	8.42%	▲
Interest earnings	372,250	312,210	312,210	295,061	(17,149)	(5.81%)	
Other revenue	215,575	441,935	441,935	589,676	147,741	25.05%	▲
Profit on asset disposals	1,041,005	1,041,005	1,041,005	716,625	(324,380)	(45.26%)	▼
	32,576,079	34,597,280	34,597,280	24,823,440	(9,773,840)		
Operating Expense							
Employee costs	(11,985,880)	(11,937,641)	(11,937,641)	(11,835,519)	102,122	0.86%	▼
Materials and contracts	(12,034,624)	(12,086,150)	(12,086,150)	(8,866,921)	3,219,229	36.31%	▼
Utility charges	(914,233)	(905,883)	(905,883)	(843,765)	62,118	7.36%	
Depreciation on non-current assets	(6,479,266)	(6,356,067)	(6,334,906)	(5,892,232)	442,674	7.51%	▼
Interest expenses	(146,419)	(146,419)	(146,419)	(116,945)	29,474	25.20%	
Insurance expenses	(446,457)	(447,963)	(447,963)	(439,641)	8,322	1.89%	
Other expenditure	(2,060,683)	(2,146,732)	(2,146,732)	(604,041)	1,542,691	255.40%	▼
Loss on asset disposals	(47,763)	(47,763)	(47,763)	(58,501)	(10,738)	(18.36%)	
	(34,115,325)	(34,074,618)	(34,053,457)	(28,657,565)	5,395,892		
Non-cash amounts excluded from operating activities							
Add back Depreciation	6,479,266	6,356,067	6,334,906	5,892,232	(442,674)	(7.51%)	▼
Adjust (Profit)/Loss on Asset Disposal	(993,242)	(993,242)	(993,242)	(658,124)	335,118	(50.92%)	
Movement between current & non-current	45,000	45,000	45,000	(62,937)	(107,937)		
Net Operating (Excluding Rates)	3,991,778	5,930,487	5,930,487	1,337,046	(4,593,441)		
Capital Revenues							
Proceeds from Disposal of Assets	2,337,674	2,393,746	2,393,746	1,816,250	(577,496)	(31.80%)	▼
Proceeds from Loan Borrowings	120,000	120,000	120,000	120,000	0	0.00%	
Repayment of Self Supporting Loan	41,243	41,243	41,243	41,243	0		
Transfer from Reserves	4,635,036	5,907,662	5,907,662	0	(5,907,662)	(100.00%)	▼
	7,133,953	8,462,651	8,462,651	1,977,494	(6,485,157)		
Capital Expenses							
Land and Buildings	(13,728,592)	(15,297,158)	(15,417,158)	(3,422,505)	11,994,653	350.46%	▼
Furniture and Equipment	(260,385)	(469,685)	(469,685)	(334,453)	135,232	40.43%	▼
Plant and Equipment	(1,157,135)	(1,172,550)	(1,172,550)	(942,217)	230,333	24.45%	▼
Infrastructure Assets - Roads	(3,094,447)	(3,701,447)	(3,701,447)	(2,805,447)	896,000	31.94%	▼
Infrastructure Assets - Other	(6,758,280)	(7,282,205)	(7,162,205)	(4,964,947)	2,197,258	44.26%	▼
Repayment of Debentures	(529,208)	(529,207)	(529,208)	(529,208)	0	0.00%	
Repayment of Leases	(44,396)	(44,396)	(44,396)	(43,221)	0		
Advances of Self Supporting Loans	(120,000)	(120,000)	(120,000)	(120,000)	0	0.00%	
Transfer to Reserves	(6,946,092)	(7,077,790)	(7,077,790)	0	7,077,790	100.00%	▼
	(32,638,535)	(35,694,438)	(35,694,439)	(13,161,998)	22,531,266		
Net Capital	(25,504,582)	(27,231,787)	(27,231,788)	(11,184,504)	16,046,109		
Total Net Operating + Capital	(21,512,804)	(21,301,300)	(21,301,301)	(9,847,458)	11,452,668		
Add: Net Current Assets July 1 B/Fwd	5,632,372	5,887,345	5,887,345	5,887,346	1		
Less: Net Current Assets Year to Date	1,315,485	1,771,630	1,771,630	13,141,264	11,369,634		
Amount Raised From General Rates	(17,195,917)	(17,185,585)	(17,185,585)	(17,101,375)	83,035		

KEY INFORMATION

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

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

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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2021**

**MONTHLY SUMMARY
INFORMATION**

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 July 2021

Prepared by: Finance Coordinator

Reviewed by: Director Corporate Services

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34 . Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also 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 Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are 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.

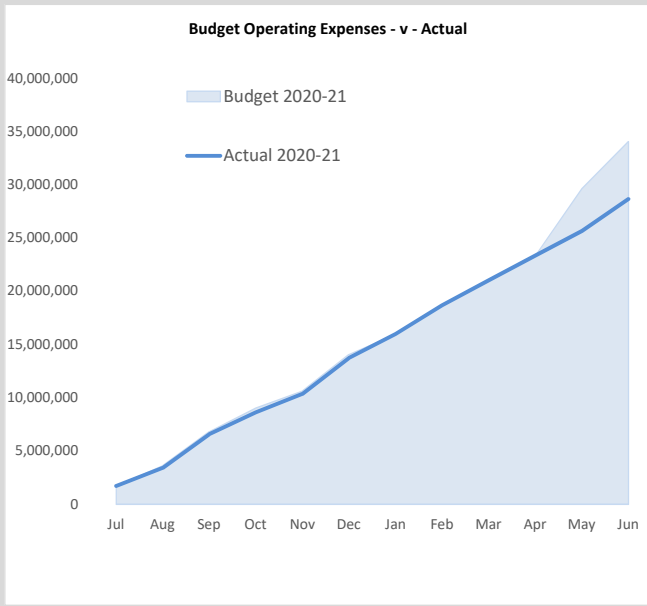
ROUNDING OFF FIGURES

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

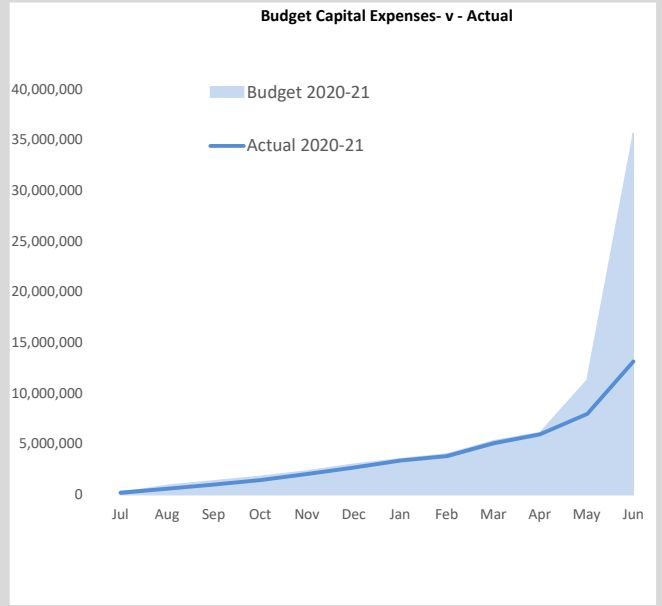
**MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED 30 JUNE 2021**

**MONTHLY SUMMARY INFORMATION
 GRAPHS**

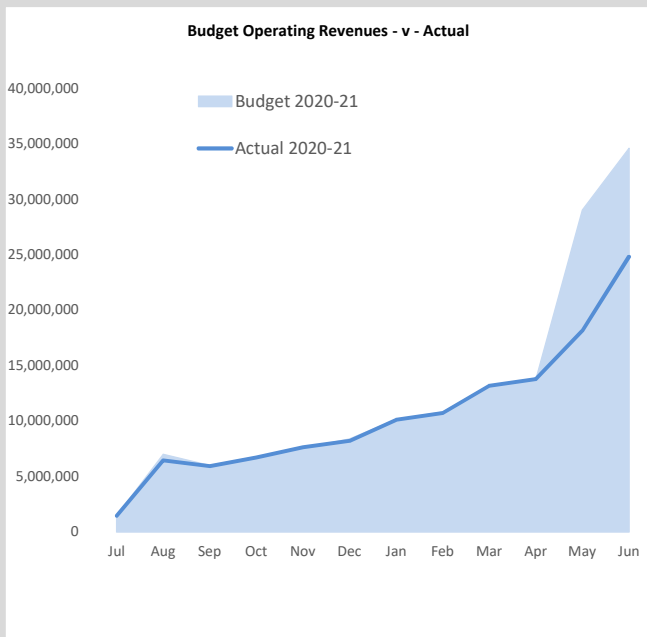
OPERATING EXPENSES



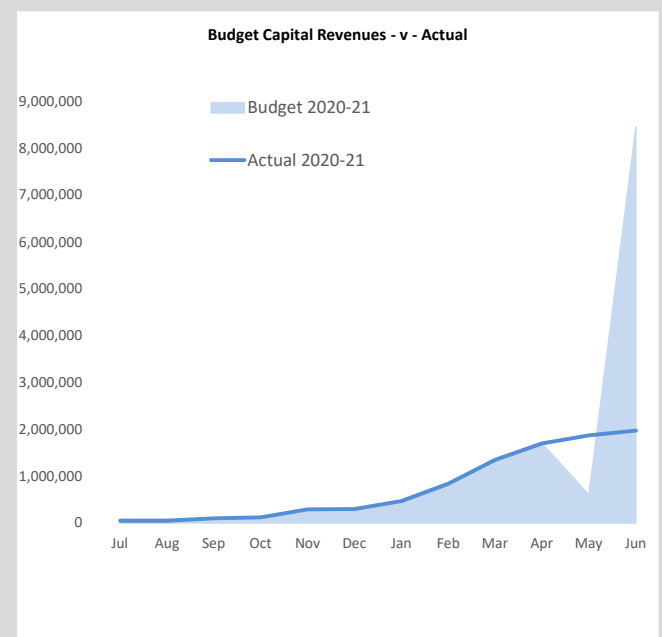
CAPITAL EXPENSES



OPERATING REVENUE



CAPITAL REVENUE



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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021**

NET CURRENT ASSETS

SIGNIFICANT ACCOUNTING POLICIES

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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave
(Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any individual item included in the same class of obligations may be small.

INVENTORIES

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

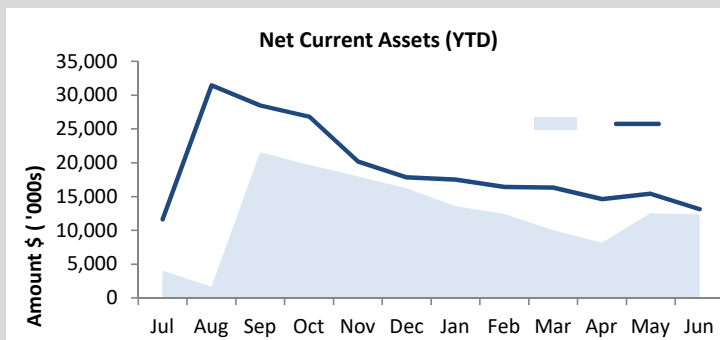
FOR THE PERIOD ENDED 30 JUNE 2021

OPERATING ACTIVITIES

NET CURRENT FUNDING POSITION

	2020-21		
	This Period	Last Period	Same Period Last Year
	\$	\$	\$
Current Assets			
Cash Unrestricted	18,498,794	18,664,835	11,500,531
Cash Restricted	8,859,313	8,859,313	8,213,848
Receivables - Rates and Rubbish	2,573,177	3,127,443	2,376,195
Receivables - Other	2,052,999	3,471,864	2,378,562
Inventories	25,281	21,926	28,175
	32,009,564	34,145,381	24,497,311
Less: Current Liabilities			
Payables	(8,298,920)	(8,182,406)	(2,180,423)
Provisions	(2,307,069)	(2,307,069)	(2,366,226)
	(10,605,989)	(10,489,475)	(4,546,649)
Less: Cash Restricted	(8,859,313)	(8,859,313)	(8,213,848)
Add: Cash Restricted - Matching Liability	597,002	597,002	597,002
Net Current Funding Position	13,141,264	15,393,594	12,333,816

KEY INFORMATION



Year YTD Actual
Surplus(Deficit)
\$13.14 M
Last Period Actual
Surplus(Deficit)
\$15.39 M

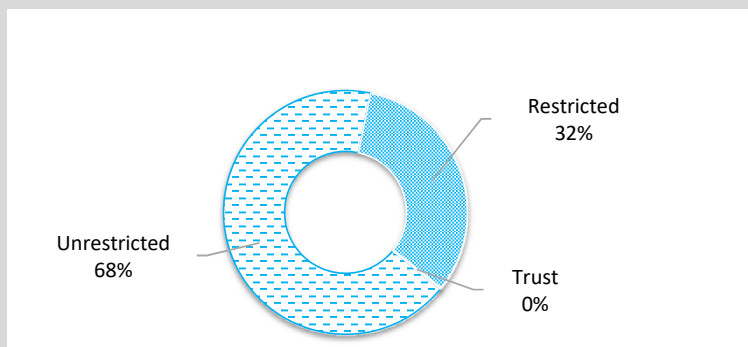
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021**

**OPERATING ACTIVITIES
CASH AND FINANCIAL ASSETS**

	Municipal	Reserves	Total Cash	Trust	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash Deposits							
Operating Accounts	15,893,423	8,859,313	24,752,736	48,720	Commbank		On Call
Operating Account	95,402		95,402		Bendigo		On Call
Cash on Hand	5,940		5,940				On Call
Term Deposits							
Municipal	2,504,030		2,504,030		Commbank	0.30%	7/07/2021
Total	18,498,794	8,859,313	27,358,108	48,720			

KEY INFORMATION

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



Total Cash	Unrestricted
\$27.36 M	\$18.5 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 30 JUNE 2021**

**OPERATING ACTIVITIES
 RECEIVABLES**

	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	201,522	5,829	4,516	7,702	219,570
Percentage	92%	3%	2%	4%	

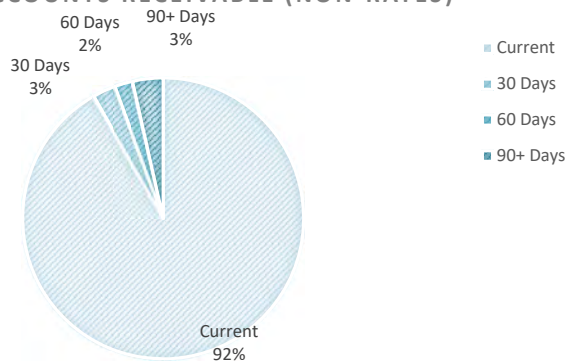
Accounts Above \$5,000 Over 30 Days
 Nil

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current. Collectability of trade and other receivables are reviewed on an ongoing basis.

Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

NOTE 4 - ACCOUNTS RECEIVABLE (NON-RATES)



Debtors Due

\$219,570

Over 30 Days

8%

Over 90 Days

4%

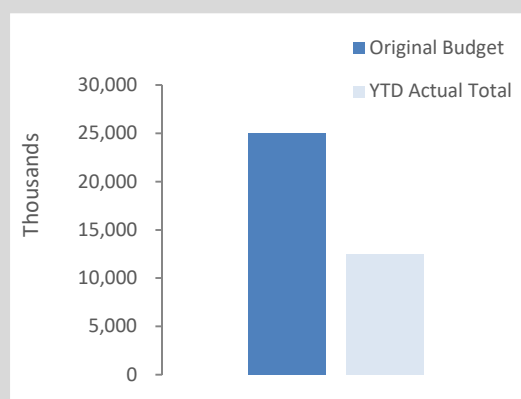
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021**

**INVESTING ACTIVITIES
CAPITAL ACQUISITIONS**

	Original Budget	Amended Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land and Buildings	13,738,592	15,427,158	3,471,099	11,956,059
Plant & Equipment	1,157,135	1,172,550	942,217	230,333
Furniture & Equipment	260,385	469,685	334,453	135,232
Roads	3,094,447	3,701,447	2,805,447	896,000
Other Infrastructure	6,748,280	7,052,205	4,916,353	2,135,852
Capital Expenditure Totals	24,998,839	27,823,046	12,469,569	15,353,477

SIGNIFICANT ACCOUNTING POLICIES

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



























































Acquisitions	Annual Budget	YTD Actual	% Spent
	\$25. M	\$12.47 M	50%

















































NOTES TO ORDINARY COUNCIL MEETING xx July 2021
FOR THE PERIOD ENDED 30 JUNE 2021

INVESTING ACTIVITIES
CAPITAL ACQUISITIONS (CONTINUED)

% of Completion

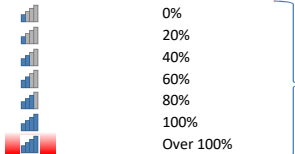
	Original Budget	Amended Budget	YTD Actual	Variance Under(Over)	Comments
	\$	\$	\$	\$	
Capital Expenditure					
Land and Buildings					
 Camp Road, 12 Residence	0	0	1,323	(1,323)	Funded from Maintenance Program
 Coolup Hall	0	0	61	(61)	Funded from Maintenance Program
 Coolup Club Rooms (Coolup Tennis Club)	0	0	7,831	(7,831)	Funded from Maintenance Program
 Pinjarra Court House	12,742	1,020	1,020	0	
 Dwellingup Hall	49,953	33,053	12,352	20,701	
 Edenvale Homestead	0	0	31,628	(31,628)	Funded from Maintenance Program
 Edenvale Liveringa	20,000	63,700	56,338	7,362	
 Edenvale Murray Arts & Crafts	0	0	5,705	(5,705)	Funded from Maintenance Program
 Edenvale Old School	0	0	347	(347)	Funded from Maintenance Program
 Edenvale Old Schoolmaster's House	15,000	15,000	1,969	13,031	
 Edenvale Roger May Machinery Museum	0	0	456	(456)	Funded from Maintenance Program
 George Beacham Pavilion	6,663	663	0	663	
 James Street 22 Residence	30,000	30,000	12,380	17,620	
 Kingfisher Park Toilets	0	0	327	(327)	Funded from Maintenance Program
 MALC Building Renewal	128,000	128,000	141,611	(13,611)	
 MALC Refurbishment of Basketball Courts	7,647	600	600	0	
 Murray House	0	15,000	16,160	(1,160)	Funded from Maintenance Program
 Murray Library	0	0	1,893	(1,893)	Funded from Maintenance Program
 Murray Playgroup	0	0	19,478	(19,478)	Emergency Renewal works funded from Maintenance Program
 Pinjarra Civic Centre	0	0	254	(254)	Funded from Maintenance Program
 Shire Administration Office	0	0	3,817	(3,817)	Funded from Maintenance Program
 West Murray Hall	0	0	137	(137)	Funded from Maintenance Program
 Wharf Cove Toilets	0	0	553	(553)	Funded from Maintenance Program
 Sir Ross McLarty Changerooms	20,000	0	0	0	
 Ravenswood Community Centre	0	7,000	7,000	0	
 South Yunderup Pavilion	0	1,657,000	0	1,657,000	Project commenced; works to be carried forward to 21/22
 SRM Sports Pavilion Air Conditioner	0	38,556	38,556	(0)	
 Dwellingup National Adventure & Trails Centre	521,992	521,992	100,873	421,119	Carried forward to 21/22
 WA Food Innovation Project	12,665,019	12,653,998	2,908,865	9,745,133	Project commenced; works to be carried forward to 21/22
 Exchange Hotel	132,816	132,816	52,094	80,722	Project awaiting outcome of funding application; funds carried forward
 Edenvale Building Conservation Works	118,760	118,760	42,511	76,249	Carried forward to 21/22
 Lot 102 Lakes Road Landscape Works	10,000	10,000	4,960	5,040	
	13,738,592	15,427,158	3,471,099	11,956,059	
Plant and Equipment					
 Miscellaneous Plant	37,560	37,560	24,909	12,651	
 4009MY Light Vehicle - Director P&C	28,980	35,732	35,732	0	
 4013MY Utility - Mgr Operations	0	38,098	38,098	(0)	
 4017MY Light Vehicle - Mgr Rangers & Emergency	28,000	31,880	31,880	(0)	
 4025MY Utility - Parks Maintenance Supervisor	35,000	33,957	33,957	0	
 4026MY Utility - Reticulation	46,575	50,000	49,864	136	
 4031MY Utility - Chief Bushfire Control Officer	39,330	43,000	0	43,000	Order placed; awaiting vehicle availability
 4034MY Utility - Development Engineer	39,330	39,330	0	39,330	Order placed; awaiting vehicle availability
 4036MY Drainage Truck (with Hiab)	245,000	238,205	237,557	648	
 4044MY Light Vehicle - Place Leader	23,805	23,805	0	23,805	Order placed; awaiting vehicle availability
 4045MY Light Vehicle - Manager AIP	28,980	28,820	28,820	0	
 4046MY Light Vehicle - Manager Planning	0	27,143	27,915	(772)	
 4049MY Light Vehicle - Manager Sport & Community	0	28,980	27,227	1,753	
 4050MY Grader	435,600	363,080	363,097	(17)	
 4063MY Zero Turn Mower	27,500	21,580	21,580	0	
 4065MY Zero Turn Mower	27,500	21,580	21,580	0	
 4088MY Trailer - Tipper	113,975	109,800	0	109,800	Order placed; awaiting vehicle availability
	1,157,135	1,172,550	942,217	230,333	
Furniture and Equipment					
 MALC Building Renewal	0	0	30,087	(30,087)	Budget under Land & Buildings
 Corporate Business System - OpenOffice	122,206	122,206	0	122,206	Final payment pending completion of project; carried forward to 21/22
 Infocouncil Agenda Software	43,978	43,978	29,686	14,292	
 MALC Boiler Units	0	203,000	133,610	69,390	Final payment pending completion of project; carried forward to 21/22
 Dwellingup National Adventure & Trails Centre	0	0	87,866	(87,866)	Budget under Land & Buildings
 Murray Aquatic & Leisure Centre Pool Equipment	45,650	45,650	20,003	25,647	
 Murray Aquatic & Leisure Centre Capital Equipment	48,551	54,851	33,200	15,651	
	260,385	469,685	334,453	135,232	

% of Completion

	Original Budget	Amended Budget	YTD Actual	Variance Under(Over)	Comments
Infrastructure - Roads					
Municipal Funded					
	Boyd Road	40,000	20,220	20,220	0
	Murray Street (Coolup)	10,000	10,000	0	10,000
	Road Shoulder Improvements	50,000	50,000	61,984	(11,984)
	Bus Routes	15,000	15,000	21,694	(6,694)
	Reseals - Intersections	50,000	69,780	72,062	(2,282)
	Reseals - Rural	60,000	60,000	68,976	(8,976)
	Resheeting	95,333	95,333	0	95,333 Carried forward to 21/22
	Traffic Management	40,000	24,000	26,115	(2,115)
	Kerbing Improvements	32,508	32,508	17,727	14,781
	Regional Road Group				0
	Burnside Road	375,000	375,000	279,111	95,889 Carried forward to 21/22
	Lakes Road	105,000	584,000	584,299	(299)
	Hopeland Road	60,000	60,000	27,353	32,647 Carried forward to 21/22
	Paterson Road	375,000	166,000	165,923	77
	Del Park Road	375,000	375,000	374,578	422
	State Blackspot				0
	Paterson Road	350,000	360,000	360,504	(504)
	Carrabungup Road	400,000	400,000	44,720	355,280 Project deferred; waiting on clearing permits; to be carried forward to 21/22
	Nanga Road	110,000	110,000	69,860	40,140 Carried forward to 21/22
	Roads to Recovery				0
	Coolup Road South	200,000	5,000	4,350	650
	Marinup Street	300,000	400,000	384,752	15,248
	Resheeting	51,606	146,606	150,840	(4,234)
	Other Funded				0
	Lot 1261 Willowdale Road Gravel Pit	0	300,000	27,379	272,621 Long term project; to be carried forward to 21/22
	Hamelin Road (Other Funded)	0	43,000	43,000	0
	Grand Total	3,094,447	3,701,447	2,805,447	896,000
Infrastructure - Other					
	Pinjarra Cemetery Upgrade	15,000	15,000	4,850	10,150
	Murray River Foreshore Works	465,908	465,908	125,569	340,339 Consultation with local community groups underway; carried forward to 21/22
	Cantwell Park	100,000	100,000	0	100,000 Design underway; carried forward to 21/22
	York Road Park	45,000	45,000	0	45,000 Carried forward to 21/22
	Minor Parks Development	35,000	35,000	0	35,000 Carried forward to 21/22
	Murray River Country Estate Irrigation	35,000	35,000	25,303	9,697
	Parks & Reserves Renewal Works	44,573	44,573	8,432	36,141 Carried forward to 21/22
	Sir Ross McLarty Cricket Wicket	78,930	82,590	45,622	36,968 Carried forward to 21/22
	Pinjarra Bowling Club Green Upgrade	26,500	82,965	82,965	0
	Sandy Cove Park Upgrade Grant	0	250,000	8,410	241,590 Project underway; carried forward to 21/22
	Gowman Way Park Renewal	50,000	50,000	50,038	(38)
	Dwellingup National Adventure & Trails Centre	0	0	131,723	(131,723) Budget under Land & Buildings
	Corio Road Tip Face	607,097	607,097	317,166	289,931 Carried forward to 21/22; reserve funded
	Annual Pathway Renewal	195,615	195,615	152,426	43,189 Full budget allocation not required
	Path Upgrades	100,000	100,000	108,934	(8,934)
	Drainage Program	36,340	36,340	21,958	14,382
	James Street Drainage	28,045	28,045	0	28,045 Carried forward to 21/22
	North Yunderup Rd Bridge #3537A	3,677,000	3,677,000	3,677,936	(936)
	Regional Road Bridge Program	265,646	265,646	30,290	235,356 Progressive project; works to be carried forward to 21/22
	Redcliffe Pedestrian Bridge	100,000	100,000	0	100,000 Reduced scope to design only; project part carried forward to 21/22
	Pelicans Reserve Pedestrian Bridge	205,000	205,000	0	205,000 Reduced scope to design only; project part carried forward to 21/22
	James Street Pedestrian Bridge	600,000	600,000	96,469	503,531 Carried forward to 21/22; grant funded
	Burnside Road Traffic Bridge - 3530	0	0	3,232	(3,232)
	Edenvale Complex Ground Upgrades	37,626	31,426	9,578	21,848 Carried Forward to 21/22
	Dwellingup BFB Water Tank	0	0	15,453	(15,453) Fully Funded by DFES
	Grand Total	6,748,280	7,052,205	4,916,353	2,135,852
	Grand Total	24,998,839	27,823,046	12,469,569	15,353,477

Capital Expenditure Total

Level of Completion Indicators



Percentage YTD Actual to Amended Budget
Expenditure over budget highlighted in red.

Variance is calculated on:
Amended Budget vs YTD Actual

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021**

**OPERATING ACTIVITIES
DISPOSAL OF ASSETS**

	BUDGET				YTD Actual			Profit (Loss)
	Original Budget	Revised Budget	YTD Budget	Actual	Cost	Accum Depr	Proceeds	
	\$	\$	\$	\$	\$	\$	\$	\$
4001MY Light Vehicle - Chief Executive Officer	0	0	0	53,636	54,432	8,840	53,636	8,044
4013MY Holden Colorado - Manager Operations	0	0	0	0	36,142	1,909	0	(34,233)
4015MY Utility - Exec Manager Strategic Development	15,960	21,136	21,136	21,136	32,000	11,739	21,136	875
4017MY Light Vehicle - Manager Rangers & Emergency	13,680	21,364	21,364	21,364	37,424	16,697	21,364	636
4025MY Utility - Parks Maintenance Supervisor	13,680	23,464	23,464	23,464	30,000	12,900	23,464	6,363
4026MY Utility - Reticulation	7,245	7,245	7,245	0	0	0	0	0
4027MY Utility - Manager Governance	12,540	24,373	24,373	24,373	30,000	12,900	24,373	7,273
4031MY Utility - Chief Bushfire Control Officer	12,420	12,420	12,420	0	0	0	0	0
4033MY Light Vehicle - Manager Community Development	7,980	10,909	10,909	10,909	17,000	9,020	10,909	2,929
4034MY Utility - Development Engineer	10,350	10,350	10,350	0	0	0	0	0
4036MY Drainage Truck (with Hiab)	70,000	100,000	100,000	100,000	178,000	107,500	100,000	29,500
4044MY Light Vehicle - Place Leader	7,245	7,245	7,245	0	0	0	0	0
4050MY Grader	175,450	160,000	160,000	160,000	305,000	120,913	160,000	(24,087)
4063MY Zero Turn Mower	7,200	8,120	8,120	8,120	21,500	14,450	8,120	1,070
4065MY Zero Turn Mower	7,200	8,120	8,120	8,120	24,150	15,849	8,120	(181)
4088MY Trailer - Tipper	31,725	25,000	25,000	0	0	0	0	0
Part lots of 102 Lakes Road	1,945,000	1,945,000	1,945,000	1,379,549	722,676	0	1,379,549	656,873
MALC Furniture & Equipment	0	9,000	9,000	5,580	7,967	5,448	5,580	3,060
	2,337,675	2,393,746	2,393,746	1,816,251	1,496,291	338,164	1,816,251	658,124

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$2,393,746	\$1,816,251	78%

OPERATING GRANTS AND CONTRIBUTIONS

	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$
Operating Grants and Subsidies				
General purpose funding				
Grants Commission - General Purpose Grant	443,396	(2,787)	440,609	911,345
Grants Commission - Untied Roads Grant	397,662	(1,971)	395,691	895,178
Grants Commission - Special Projects	0	0	0	284,029
DTWD Incentive finance Trainee	0	11,560	11,560	22,226
Aust Govt Finance Traineeship	0	1,500	1,500	1,500
Law, order, public safety				
Bushfire Brigade Grants	249,861	0	249,861	280,944
Bushfire Brigade Grants	16,572	0	16,572	4,143
Murray State Emergency Service	42,708	0	42,708	56,535
Fire Control Administration	1,000	0	1,000	0
Bushfire Risk Management	174,505	0	174,505	174,505
Lema Review	0	0	0	30,000
Community Emergency Services	54,525	0	54,525	0
North Dandalup BFB - WA Recovery Plan	0	0	0	3,600
Education and welfare				
Seniors Week	1,000	0	1,000	1,000
Dwellingup Seniors Village Hub	8,000	0	8,000	0
Drug Aware Y Culture	3,777	0	3,777	0
WAPHA Project	0	65,000	65,000	65,000
Momentum in Murray Youth	0	0	0	6,382
Community amenities				
Dwellingup Trail Town COVID-19 Recovery Project	5,000	0	5,000	0
Delta Monitoring	569	0	569	569
Sustainable Agriculture Tool	5,606	0	5,606	0
Pinjarra Wetlands Project	2,925	0	2,925	2,925
Grant Funded Programs	500	0	500	4,925
Community Infrastructure Plan	3,388	0	3,388	0
Coastal Hazard Risk Planning Strategy	75,000	50,000	125,000	84,127
Dwellingup Structure Plan Review	0	25,000	25,000	0
Recreation and culture				
Peel Business Park Environmental Impact Assessment	44,260	0	44,260	44,260
Pinjarra Festival	39,784	3,716	43,500	21,700
Christmas Carnival	14,500	(9,500)	5,000	5,000
Back to Pinjarra Commemoration - Bindjareb Boodja	5,000	0	5,000	10,000
Thank a Volunteer	1,010	0	1,010	1,500
Warma Way Jetty & Boat Ramp	30,000	0	30,000	0
STEM Project	20,000	0	20,000	8,000
Children's book week	2,150	0	2,150	3,375
Regional Sporting Precinct	16,470	0	16,470	0
Department of Water - community consultation workshops	0	4,960	4,960	4,960
Transport				
Main Roads WA Direct Grant	213,095	(530)	212,565	212,565
HVTR Feasibility Study	0	25,000	25,000	25,000
Economic services				
Transform Peel	225,618	0	225,618	156,058
Dwellingup Futures	109,037	(25,000)	84,037	76,298
Harvest Highway Feasibility	65,000	(37,450)	27,550	27,550
SME Innovation Voucher Project	1,500,000	0	1,500,000	1,980,000
WAFIP Experts in Residence	0	0	0	54,553
BBRF Trails Project (DBC/A)	1,324,679	0	1,324,679	599,295
	5,096,597	109,498	5,206,095	6,059,047
Operating Contributions				
Governance				
IT Penetration Testing	11,200	(11,200)	0	0
General purpose funding				
Alcoa Community Partnership Funding	262,135	4,688	266,823	266,823
Law, order, public safety				
Community Emergency Services - Shire of Waroona Contribution	0	11,382	11,382	11,382
Education and welfare				
Youth Zone at Pinjarra Festival - Headspace Mandurah	0	0	0	908
Environment Community Days	0	0	0	1,000
Community amenities				
Alcoa Community Grants	0	0	0	0
Pinjarra Place Making - Water Corporation	0	0	0	2,000
Recreation and culture				
Sir Ross McLarty Recreation Complex	13,703	0	13,703	24,238
Pinjarra Festival - Alcoa Partnership Funding	0	5,000	5,000	5,000
Christmas Carnival - Alcoa Partnership Funding	0	5,000	5,000	5,000
Coolup Tennis Club	0	0	0	3,450
Alcoa Community Grants	18,000	12,000	30,000	35,000
Every Club	0	0	0	5,000
Transport				
Contributions to Bus Shelter Maintenance	0	0	0	2,751
Contributions to Road Maintenance	5,000	(5,000)	0	2,160
Heavy Haulage Contributions	30,240	0	30,240	35,824
HVTR Feasibility Study	0	10,000	10,000	0
Tatham Road - Main Roads	0	0	0	30,278
Pinjarra Road - Main Roads	0	12,950	12,950	5,600
	340,278	44,820	385,098	436,414
TOTALS	5,436,875	154,318	5,591,193	6,495,461

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

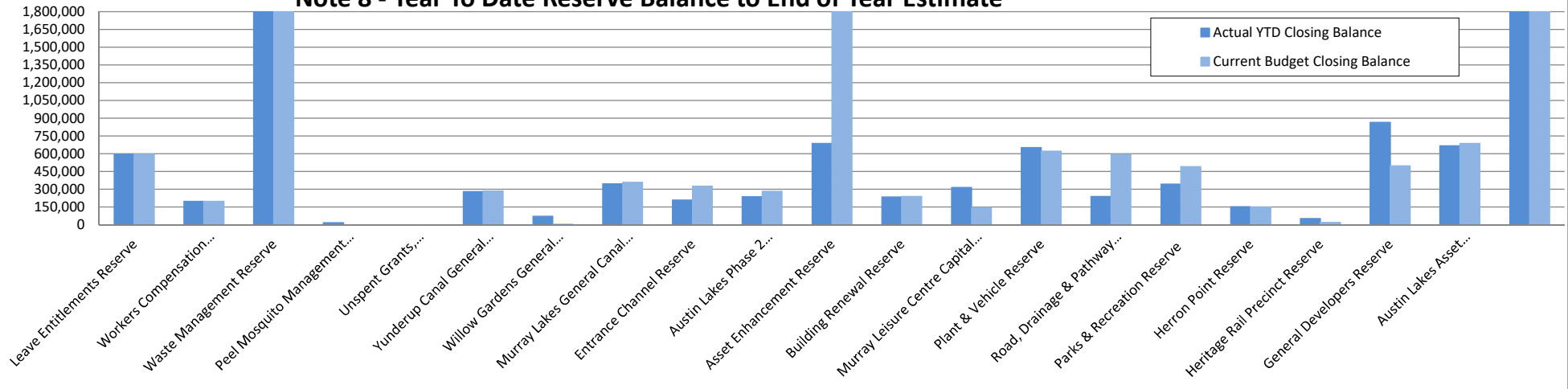
NON-OPERATING GRANTS AND CONTRIBUTIONS

	Annual Budget	Budget Variations	Expected	YTD Revenue Actual (b)
	\$	\$	\$	\$
Non-Operating Grants and Subsidies				
Law, order, public safety				
Dwellingup BFB - WA Recovery Plan	0	0	0	15,453
Recreation and culture				
Murray River Foreshore Project	200,000	0	200,000	200,000
Sir Ross McLarty Cricket Wicket	24,000	(567)	23,433	23,433
Dwellingup National Adventure & Trails Centre	521,992	0	521,992	521,992
Youth Week	0	0	0	2,500
Sandy Cove Park Upgrade	0	100,000	100,000	0
South Yunderup Oval Pavilion	1,434,000	(170,895)	1,263,105	531,553
Transport				
North Yunderup Road Traffic Bridge - 3537	3,677,000	0	3,677,000	3,677,936
Burnside Road (RRG)	250,000	0	250,000	200,000
Lakes Road (RRG)	70,000	289,000	359,000	386,716
Hopeland Road (RRG)	40,000	0	40,000	32,000
Paterson Road (RRG)	250,000	(139,333)	110,667	353,284
Del Park Road (RRG)	250,000	0	250,000	250,000
Paterson Road (Blackspot)	233,333	6,667	240,000	0
Carrabungup Road (Blackspot)	266,667	0	266,667	112,667
Nanga Road (Blackspot)	73,333	0	73,333	61,866
Coolup Road South (R2R)	200,000	(195,000)	5,000	0
Marinup Street (R2R)	300,000	100,000	400,000	364,290
Resheeting (R2R)	51,606	95,000	146,606	138,059
Economic services				
Agri-Innovation Precinct	12,665,019	(11,021)	12,653,998	2,866,498
James Street Pedestrian Bridge	588,422	0	588,422	294,211
	21,095,372	73,851	21,169,223	10,032,458
Non-Operating Contributions				
Recreation and culture				
Edenvale Old Schoolmaster's House	10,000	0	10,000	2,999
Sir Ross McLarty Cricket Wicket	10,000	4,227	14,227	14,227
Austin Lakes Asset Replacement Contributions	10,000	0	10,000	0
Sir Ross McLarty Sports Pavilion	38,556	(32,000)	6,556	6,556
Edenvale Liveringa	0	10,000	10,000	10,000
Transport				
Del Park Road	70,000	0	70,000	70,000
Old Mandurah Road upgrade for subdivision	0	24,935	24,935	160,321
	138,556	7,162	145,718	264,104
Total Non-operating grants, subsidies and contributions	21,233,928	81,013	21,314,941	10,296,562

Cash Backed Reserves

Reserve	Current Budget Opening Balance	Actual Opening Balance	Current Budget Transfers In (+)	Actual Transfers In (+)	Current Budget Transfers Out (-)	Actual Transfers Out (-)	Current Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Leave Entitlements Reserve	597,002	597,002	0	0	0	0	597,002	597,002
Workers Compensation Reserve	198,003	198,003	0	0	0	0	198,003	198,003
Waste Management Reserve	2,732,981	2,686,253	3,155,447		(3,728,119)		2,113,581	2,686,253
Peel Mosquito Management Reserve	16,828	17,184	0		(17,184)		0	17,184
Unspent Grants, Contributions & Loans Reserve	0	0	0		0		0	0
Yunderup Canal General Maintenance Reserve	281,377	281,350	51,274		(46,520)		286,104	281,350
Willow Gardens General Canal Maintenance Reserve	73,355	73,352	6,431		(75,033)		4,750	73,352
Murray Lakes General Canal Maintenance Reserve	347,094	347,079	32,062		(20,086)		359,055	347,079
Entrance Channel Reserve	218,370	209,662	116,178		0		325,840	209,662
Austin Lakes Phase 2 Maintenance Reserve	238,225	238,225	44,560		0		282,785	238,225
Asset Enhancement Reserve	617,609	687,459	2,980,000		(1,259,329)		2,408,130	687,459
Building Renewal Reserve	235,060	235,060	36,351		(32,000)		239,411	235,060
Murray Leisure Centre Capital Reserve	315,269	315,269	34,217		(203,000)		146,486	315,269
Plant & Vehicle Reserve	845,869	652,167	0		(28,980)		623,187	652,167
Road, Drainage & Pathway Reserve	240,031	240,031	354,303		0		594,334	240,031
Parks & Recreation Reserve	344,180	344,180	147,768		0		491,948	344,180
Herron Point Reserve	152,331	151,918	28,494		(28,729)		151,683	151,918
Heritage Rail Precinct Reserve	52,633	52,190	44,270		(77,190)		19,270	52,190
General Developers Reserve	865,826	865,826	24,935		(391,492)		499,269	865,826
Austin Lakes Asset Replacement Reserve	667,103	667,103	21,500		0		688,603	667,103
	9,039,147	8,859,313	7,077,790	0	(5,907,662)	0	10,029,441	8,859,313

Note 8 - Year To Date Reserve Balance to End of Year Estimate



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021

BUDGET AMENDMENTS

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

Description	Council Resolution	Classification	No Change -(Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget Adoption		Opening Surplus(Deficit)				1,315,485
Asset Enhancement Reserve	OCM20/157	Transfer From Reserves		50,000		1,365,485
Exchange Hotel Redevelopment	OCM20/157	Operating Expenses			(50,000)	1,315,485
Asset Enhancement Reserve	OCM20/159	Transfer From Reserves		103,000		1,418,485
SRMO3 & South Yunderup Oval Concept & Design	OCM20/159	Operating Expenses		19,167		1,437,652
Sir Ross McLarty Changerooms	OCM20/159	Capital Expenses		20,000		1,457,652
Sir Ross McLarty Sports Precinct Masterplan	OCM20/159	Capital Expenses			(39,167)	1,418,485
South Yunderup Pavilion	OCM20/159	Capital Expenses			(103,000)	1,315,485
MALC Capital Reserve	OCM20/160	Transfer From Reserves		130,000		1,445,485
MALC Boiler Units	OCM20/160	Capital Expenses			(130,000)	1,315,485
Asset Enhancement Reserve	OCM20/180	Transfer From Reserves		300,000		1,615,485
Lot 1261 Willowdale Road Gravel Pit	OCM20/180	Capital Expenses			(300,000)	1,315,485
General Developers Reserve	OCM20/181	Transfer From Reserves		43,000		1,358,485
Hamelin Road Extension	OCM20/181	Capital Expenses			(43,000)	1,315,485
Rates - GRV Concessions	OCM20/187	Operating Expenses			(10,332)	1,305,153
MALC Capital Reserve	OCM20/214	Transfer From Reserves		73,000		1,378,153
MALC Boiler Units	OCM20/214	Capital Expenses			(73,000)	1,305,153
Edenvale Tearooms	OCM20/218	Operating Expenses		8,500		1,313,653
Liveringa	OCM20/218	Capital Expenses			(8,500)	1,305,153
Pinjarra Bowling Club	OCM20/220	Capital Expenses			(56,465)	1,248,688
Pinjarra Football Club Contribution	OCM21/008	Revenues		6,556		1,255,244
Building Renewal Reserve	OCM21/008	Transfer From Reserves		32,000		1,287,244
SRM Sports Pavilion Air Conditioner	OCM21/008	Capital Expenses			(38,556)	1,248,688
Sandy Cove Park Upgrade Grant	OCM21/009	Capital Expenses		100,000		1,348,688
Asset Enhancement Reserve	OCM21/009	Transfer From Reserves		150,000		1,498,688
Sandy Cove Park Upgrade	OCM21/009	Capital Expenses			(250,000)	1,248,688
South Yunderup Oval Pavilion Grant	OCM21/019	Capital Revenue		1,263,105		2,511,793
Asset Enhancement Reserve	OCM21/019	Transfer From Reserves		170,895		2,682,688
South Yunderup Oval Pavilion	OCM21/019	Capital Expenses			(1,434,000)	1,248,688
Governance Consultancies	OCM21/023	Operating Expenses		7,800		1,256,488
Murray Districts Historical Society	OCM21/023	Operating Expenses			(7,800)	1,248,688
Mid year Budget Review	OCM21/035			537,942		1,786,630
South Yunderup Oval Pavilion	OCM21/045	Capital Expenses			(120,000)	1,666,630
Asset Enhancement Reserve	OCM21/045	Transfer From Reserves		120,000		1,786,630
Murray House	OCM21/041	Capital Expenses			(15,000)	1,771,630
Heritage Steam Train	OCM21/079	Capital Expenses			(100,000)	1,671,630
Asset Enhancement Reserve	OCM21/079	Transfer From Reserves		70,000		1,741,630
Heritage Rail Precinct Reserve	OCM21/079	Transfer From Reserves		30,000		1,771,630
Closing Funding Surplus (Deficit)				3,234,965	(2,778,820)	1,771,630

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2021**

**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 budget materially.

The material variance adopted by Council for the 2020/21 year is an Actual Variance exceeding a value greater than \$75,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Operating Revenues					
Operating grants, subsidies and contributions	911,500	14%	▲		Portion of 21/22 FAGS grant received in advance
Non-operating grants, subsidies and contributions	(11,018,379)	(107%)	▼		\$12.6m grant relating to WAFIP construction yet to be received; aligned to actual construction
Fees and charges	524,086	8%	▲		Increase in revenue received: Statutory Fees - \$214k Waste Collection Charges - \$132k Fines & Penalties (IVO Nominees) - \$160K
Other revenue	147,741	25%	▲		Increase due to : \$71k - Workers compensation claim \$27k - Long Service Leave reimbursement \$17k - Court Costs reimbursement
Profit on asset disposals	(324,380)	(45%)	▼		Asset disposals yet to be finalised
Operating Expense					
Employee costs	102,122	1%	▼		Reduced training attendance due to COVID
Materials and contracts	3,219,229	36%	▼		Major project funds unexpended to date: \$564k - Consultancies \$40k - Legal fees \$866k - DBCA Trails project (fully grant funded) \$329k - Waste collection charges (reserve funded)
Depreciation on non-current assets	442,674	8%	▼		June depreciation yet to be finalised
Other expenditure	1,542,691	255%	▼		\$1.5M WAFIP Enterprise Support Program to be carried forward
Capital Revenues					
Proceeds from Disposal of Assets	(577,496)	(32%)	▼		2 Lots North Dandalup subdivision awaiting sale; carried forward
Transfer from Reserves	(5,907,662)	(100%)	▼		Reserve transfers to be processed following end of year process
Capital Expenses					
Land and Buildings	11,994,653	350%	▼		Refer Capital Acquisition Note
Furniture and Equipment	135,232	40%	▼		Refer Capital Acquisition Note
Plant and Equipment	230,333	24%	▼		Refer Capital Acquisition Note
Infrastructure Assets - Roads	896,000	32%	▼		Refer Capital Acquisition Note
Infrastructure Assets - Other	2,197,258	44%	▼		Refer Capital Acquisition Note
Transfer to Reserves	7,077,790	100%	▼		Reserve transfers to be processed following end of year process

KEY INFORMATION



Youth Plan

2021-2024

Acknowledgement of Young People

We would like to acknowledge and thank all the young people who generously gave up their spare time to contribute their ideas and opinions towards the development of this plan.



Contents

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About Our Young People	6
Consultation and Feedback	6
Engagement Outcomes	7
Key Findings	8
Focus Area One: Engaged and Informed	10
Focus Area Two: Empowered and Encouraged	12
Focus Area Three: Educated and Employed	14

Introduction

With young people at heart, the Youth Plan 2021-2024 has been designed to enhance the wellbeing of our community's young people, now and into the future.

We are committed to valuing, celebrating and respecting young people and the contribution they make to our communities. We recognise they are our future civic leaders, business and landowners and appreciate their input and creativity is invaluable to the district. Our mission is to support and empower them to develop and thrive.

Focusing on ages 11 - 25, the Plan ensures our young people's needs, aspirations and ideas are embedded into existing and future events, services, facilities and public spaces - while we work alongside youth-focused organisations to deliver its outcomes.

It is important to us that we support and provide opportunities for young people to achieve their goals and reach their full potential.

By listening to our young people, we have identified key themes, opportunities, priority areas and the three focus areas detailed overleaf.



Engaged and Informed

We will engage and inform young people about what is relevant and important to them.

Consultation efforts revealed there is desire for more youth events and activities but also a lack of awareness to the opportunities available in Murray for local young people. The need for additional local activities that address a wide range of interests is significant, but arguably more significant is increased opportunities to promote and advertise existing activities to our youth.

We aim to improve our communication with young people and to assist local agencies and community groups in their capacity to do the same.

Empowered and Encouraged

We will equip our youth with the skills and opportunities to have their say and make change in their community. We will work with them to build their capacity and see their ideas make a difference.

We acknowledge young people are our future civic leaders, business owners, innovators and landowners. Their input and creativity is invaluable to the district. Feedback collected through consultation efforts revealed many creative suggestions from local young people on how to improve their community and address perceived challenges.

We aim to continue to empower local young people to be involved in addressing these challenges.

Educated and Employed

We will assist in delivering educational and informative workshops and programs to prepare youth for the future and will strive to be an employer of choice for local youth.

Unemployment continues to be a significant issue for the Peel region. Consultation efforts revealed a significant need for not only training opportunities but youth employment opportunities within the Shire of Murray. We have recently introduced the Youth Employment Program to help address this need.

As Murray grows, new employment opportunities will become available in the areas of STEM (Science, Technology, Engineering and Maths) and we aim to provide opportunities in these areas for local young people.

About Our Young People

Population

At the centre of the Peel region and within an hour south of Perth, it is estimated that 16% of the Shire of Murray's population are youth between the ages of 10 and 24. (Source: profile.id.com.au)

Education

The Shire of Murray is home to four state primary schools - Carcoola, Pinjarra, North Dandalup and Dwellingup Primary School, as well as two private primary schooling options at St Joseph's Catholic Primary School and Austin Cove Baptist College.

Secondary education is available at Pinjarra Senior High School and Austin Cove Baptist College, however there exists few opportunities for further training beyond high school. Post-secondary education is available at the Mandurah TAFE Peel Campus or Murdoch University Mandurah Campus.

A lack of broad local tertiary training and education opportunities in the region were identified. This, coupled with a lack of public transport, leads many young people seeking further education, to relocate out of Murray to broaden their career options.

Consultation and Feedback

Summary

Consultation for the development of the Shire of Murray Youth Plan 2021 - 2024 commenced in October, 2020. Methods included engagement with Murray Youth for Youth and Austin Cove Youth, school initiatives, workshops, youth events and online via the Shire's YourSay! Portal.

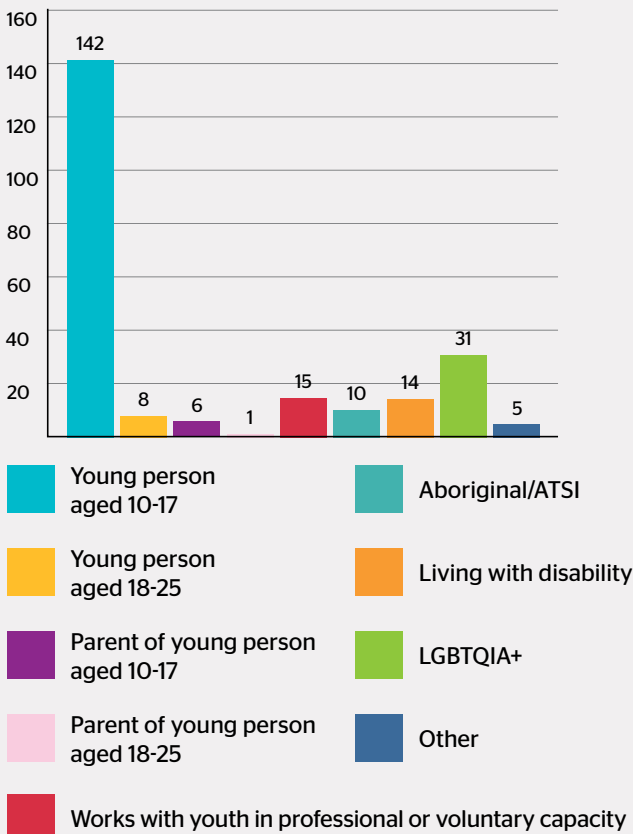
Consultation efforts saw almost 200 responses received from local young people, family members of our young people and youth support agencies such as headspace, Fairbridge Western Australia and Peel Youth Services.

The feedback received has informed development of this Youth Plan.

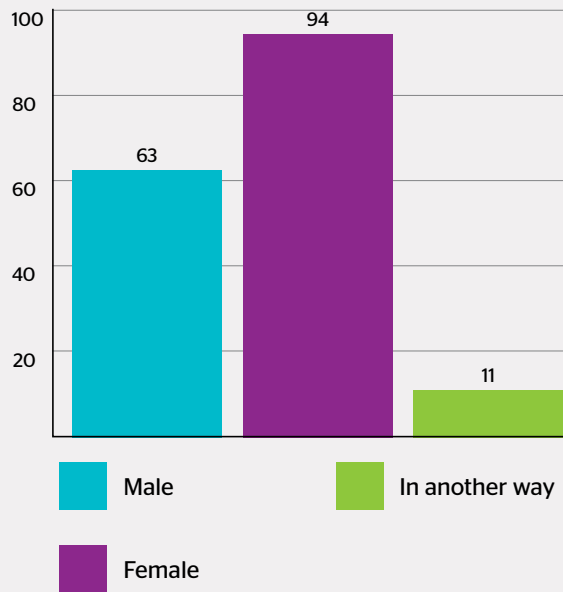
Engagement Outcomes

Background Survey Participant Information

Who did we engage with?

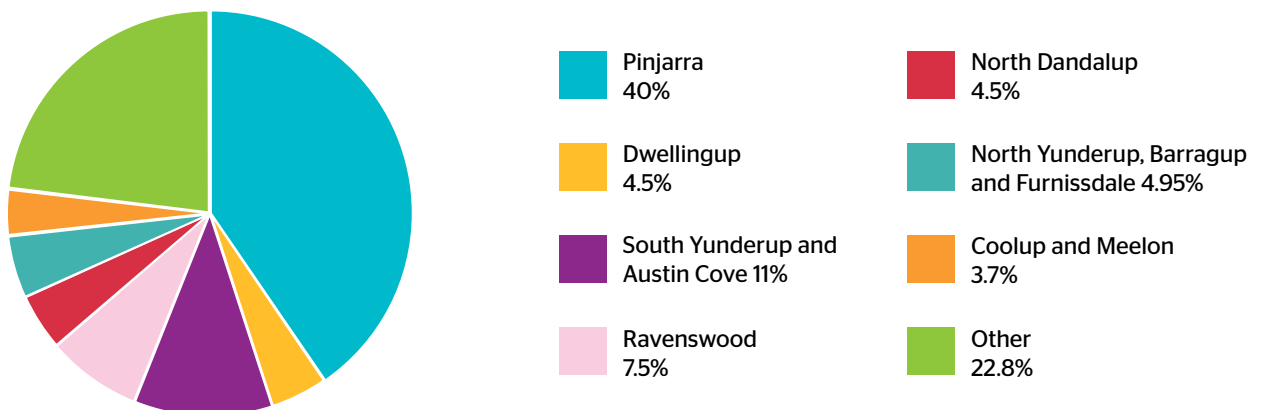


How do you describe yourself?



16% of respondents identified as LGBTQIA+, higher than the estimated national average of 11%. (Source: LGBTQIA+ Health Australia).

Where do you live?



Key Findings

Background Survey Participant Information

The top three focus areas identified were:

Health and Wellbeing
Things to Do
Employment

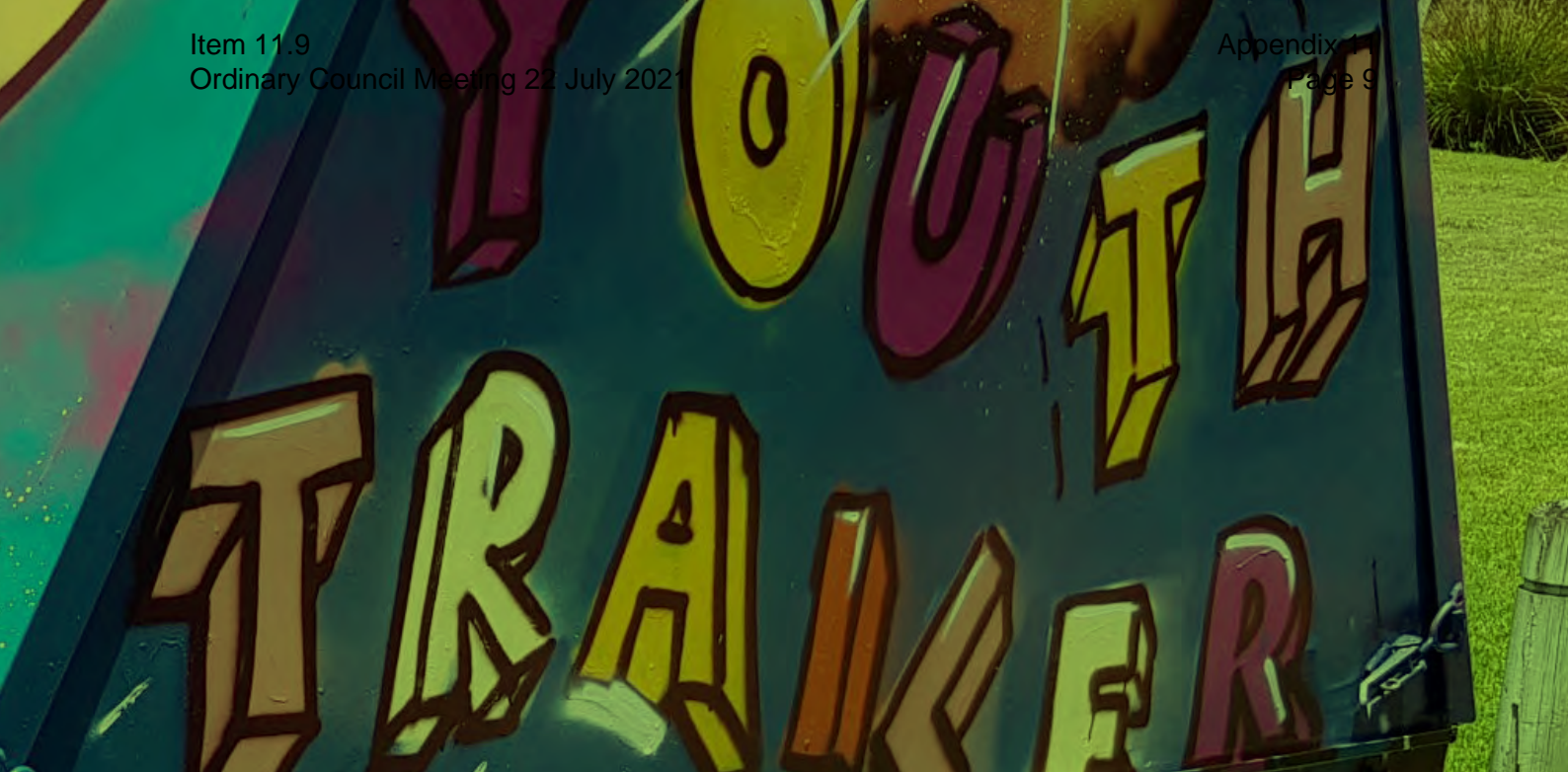
The top three areas of interest were:

Sports and Recreation	45%
Arts and Creative Related Industries	42%
Gaming and STEM	32%

Consultation also identified the environment and the promotion of inclusion and diversity as key areas of interest for local young people.

Additionally, young people requested an increase in available services, activities and events and identified the need for increased, effective communication of such opportunities.

55% of respondents stated they hear most about upcoming events on social media, in response new marketing methods must be utilised.



If you had the chance to create or change something in your community, what would it be?

Most common answers included:

- Reduction in youth crime (including usage of narcotics and alcohol)
- More activities and things to do, particularly over school holidays
- Dedicated youth activity/community centre
- Increased creative and artistic opportunities
- Activities for youth that are not sport-based

Is there anything limiting your participation in sports and events?

Most common answers included:

- Transport
- Mental health
- Lack of advertising/awareness
- Financial concerns
- Lack of interest or apathy

What is preventing young people from reaching their goals?

Most common answers included:

- Lack of motivation or interest
- Drugs and alcohol
- Lack of opportunities or awareness of existing opportunities
- Finances
- Transport

If you had the opportunity to organise an event or activity for youth, what would it be?

Suggestions included:

- Young artists/writers event
- Skate competitions
- Music/art festival for youth
- LGBTIQ+ support group and/or Pride Month celebrations
- Equestrian events including races
- Skills workshops ('lost skills' such as metal work, leather work, bricklaying, masonry, carpentry)
- Fishing club
- Employment expo
- Drive in or outdoor cinemas
- Markets
- Charity fundraisers
- Sports tournaments
- Tabletop games (Dungeons and Dragons, Warhammer, board games, game nights)
- Gaming events such as eSports
- Movie night in the park
- Drama club
- After school youth group
- Sports coaching sessions
- Skate/scooter events
- Talent show

Focus Area One

Engaged and Informed

There is a need for not only things to do but also improvement in the promotion of opportunities available in Murray for local young people. We will strive to promote and advertise existing activities to our youth.

1.1 Partner with community groups and youth organisations to deliver a range of youth activities that cater to a wide range of interests	Priority
1.1.1 Deliver sports and physical recreation activities	Short
1.1.2 Deliver activities for youth interested in artistic and creative endeavours	Short
1.1.3 Deliver activities in the areas of technology and gaming	Short
1.1.4 Develop an annual youth arts project	Medium
1.1.5 Deliver activities over the school holidays in partnership with community groups and non-profit groups in a variety of areas within Murray	Short
1.1.6 Continue to deliver activities in partnership with Pinjarra Blue Light that engage youth and children and support Pinjarra Blue Light to develop their volunteer base	Medium
1.1.7 Support local arts organisations in delivery of projects and events for youth	Medium
1.1.8 Develop and promote further opportunities for youth at the Murray Aquatic and Leisure Centre	Long
1.2 Utilise a variety of online and social media platforms to promote local opportunities for youth and provide information about youth activities, public open spaces and support services	Priority
1.2.1 Develop and maintain a directory of youth services including local services and national online and phone resources	Medium
1.2.2 Trial the delivery of online youth activities and workshops where appropriate to engage young people that may not feel comfortable attending events in person	Long
1.2.3 Develop a social media hashtag for promotion of youth activities	Medium
1.3 Continue to support WA Youth Week events and activities in partnership with community groups and local young people	Priority
1.3.1 Deliver a range of events in WA Youth Week (April) that cater to a wide range of interests in partnership with local support services and community groups	Short
1.3.2 Obtain input from local young people in the delivery of WA Youth Week activities and provide opportunities for young people to provide leadership in these events	Short
1.4 Create activities that advocate for inclusion and diversity, partnering with targeted community organisations to maximise benefit to community	Priority
1.4.1 Explore potential for targeted youth groups/projects in partnership with community organisations	Medium
1.4.2 Obtain input from the Murray Aged, Access and Inclusion Group where appropriate in the delivery of youth events to maximise accessibility	Medium
1.4.3 Promote opportunities for inclusion and diversity training to community groups	Long
1.5 Provide spaces and activities for young people at significant Shire events	Priority
1.5.1 Provide a youth space and/or dedicated youth activities at the Pinjarra Festival and provide opportunities for youth support agencies to have a presence at this space	Short
1.5.2 Provide a youth space and/or dedicated youth activities at the Murray Community Christmas Celebrations and provide opportunities for youth support agencies to have a presence at this space	Short

Priority Key

Short: 2021 - 2022

Medium: 2021 - 2023

Long: 2021 - 2024

Focus Area Two

Empowered and Encouraged



We acknowledge young people are our future civic leaders, business and landowners and appreciate that their input and creativity is invaluable to the Murray district.

2.1 Provide opportunities for young people to plan and deliver their own initiatives that support young people and the wider community	Priority
2.1.1 Hold a bi-annual community youth grant process to encourage community and youth-led activities	Short
2.1.2 Work with high schools to provide practical opportunities for young people to create initiatives and events for their community	Medium
2.1.3 Investigate opportunities for local youth creative initiatives and events in partnership with local arts organisations	Medium
2.2 Continue to support and work with the Murray Youth for Youth group to deliver outcomes for local young people	Priority
2.2.1 Continue to lead and support the Murray Youth for Youth group as a Youth Reference Group for the Shire of Murray in the development of events and outcomes for local young people	Short
2.2.2 Support, promote and grow membership of the Murray Youth for Youth group	Short
2.2.3 Coordinate meetings of the Murray Youth for Youth group	Short
2.2.4 Promote the Murray Youth for Youth group to the community and the opportunity to consult with the group for events and activities	Short
2.3 Promote the Shire of Murray Youth Trailer and Youth Kit for community groups to utilise at events	Priority
2.3.1 Promote the Shire of Murray Youth Trailer and maintain data on its use	Medium
2.3.2 Develop an inventory and booking system for the Youth Trailer	Medium
2.3.3 Engage local young people for suggestions on equipment for inclusion in the Youth Trailer	Medium
2.4 Provide opportunities for youth to make comment in the development of public open spaces, developments and facilities in the Shire of Murray	Priority
2.4.1 Grow the participation of young people in community consultations regarding the development of public open space	Medium
2.4.2 Provide opportunities for high school and alternative education programs to be involved in local projects where appropriate	Medium
2.5 Provide opportunities for young people to make a positive impact on the environment and have their say on emerging environmental issues	Priority
2.5.1 Deliver tree planting events across the Shire that engage local young people	Medium
2.5.2 Coordinate youth involvement in Clean Up Australia Day	Medium
2.5.3 Promote opportunities for youth to be involved with World Environment Day	Medium
2.6 Advocate and provide opportunities for mental health programs and mental health support in the Shire of Murray	Priority
2.6.1 Deliver events and activities with support services that promote and educate young people and families about positive health and wellbeing	Short
2.6.2 Investigate funding opportunities to provide specialised training to young people in the areas of mental health such as Youth Mental Health First Aid	Long
2.6.3 Promote existing opportunities for mental health training to young people and support organisations	Long

Priority Key

Short: 2021 - 2022

Medium: 2021 - 2023

Long: 2021 - 2024

Focus Area Three



Educated and Employed

As Murray grows, and with new developments such as the Western Australian Food Innovation Precinct, it is anticipated new employment opportunities will become available in the areas of STEM (Science, Technology, Engineering and Maths). We aim to provide opportunities in these areas for local young people.

3.1 Assist community groups in the development and delivery of youth training opportunities within the Shire of Murray	Priority
3.1.1 Seek funding opportunities and partnerships to provide education and training on relevant and emerging industries	Long
3.1.2 Provide opportunities and support for organisations to deliver training for youth	Long
3.2 Deliver the outcomes of the Shire of Murray Youth Employment Program	Priority
3.2.1 Promote the Youth Employment Program to schools and community groups	Long
3.2.2 Deliver the outcomes of the Shire of Murray Youth Employment Program	Long
3.2.3 Maintain statistics on youth employed within the Shire of Murray and strive to make the Shire of Murray an employer of choice for local young people	Long
3.3 Continue to support the development of STEM and creative initiatives and programs in the region	Priority
3.3.1 Support STEM programs in local high schools	Medium
3.3.2 Continue to deliver programs, events and training that promote STEM learning in partnership with businesses, schools and community organisations	Short
3.3.3 Investigate potential for an annual STEM event for youth	Medium

Priority Key

Short: 2021 - 2022



Medium: 2021 - 2023

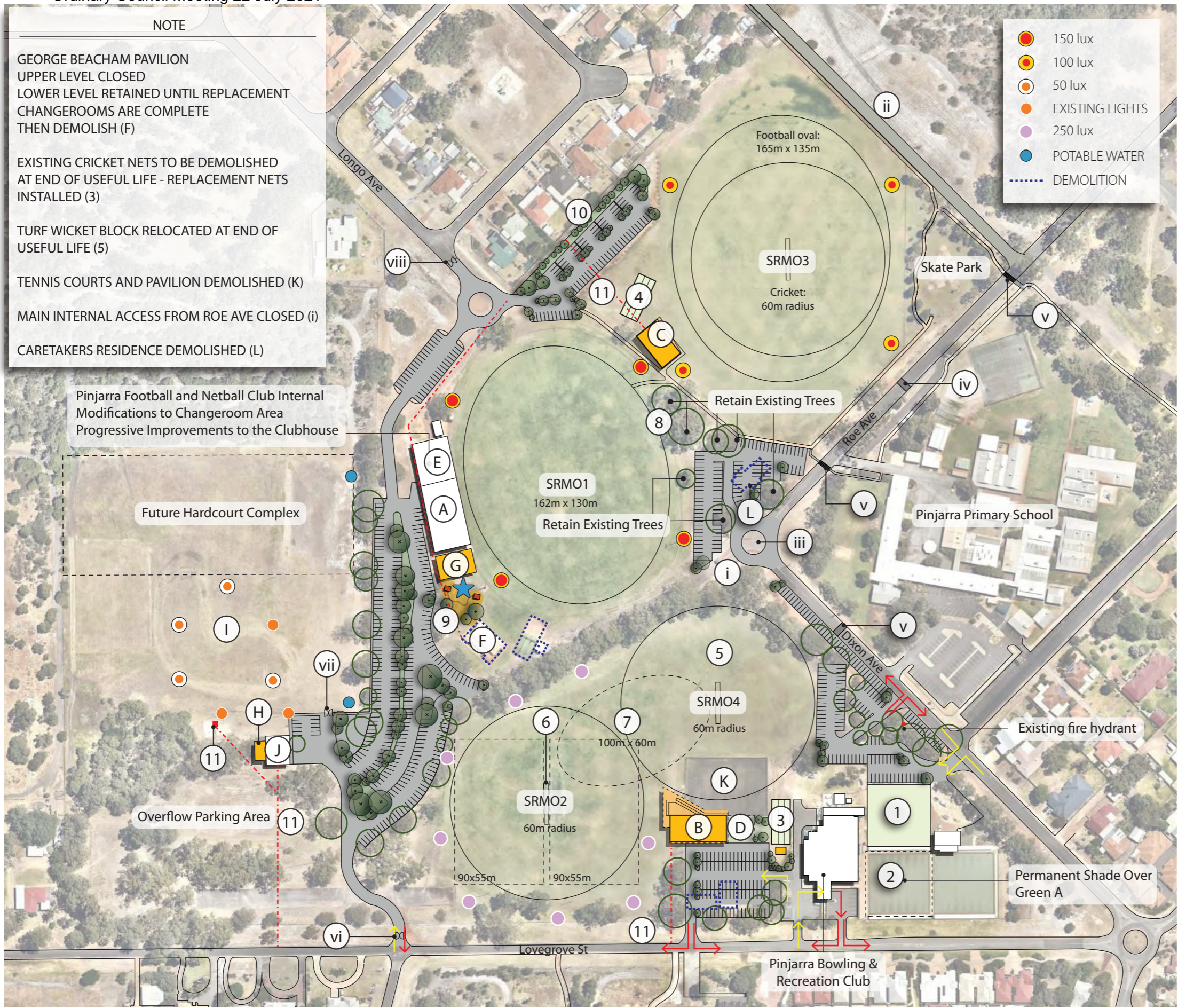
Long: 2021 - 2024

Item 11.9
Ordinary Council Meeting 22 July 2021

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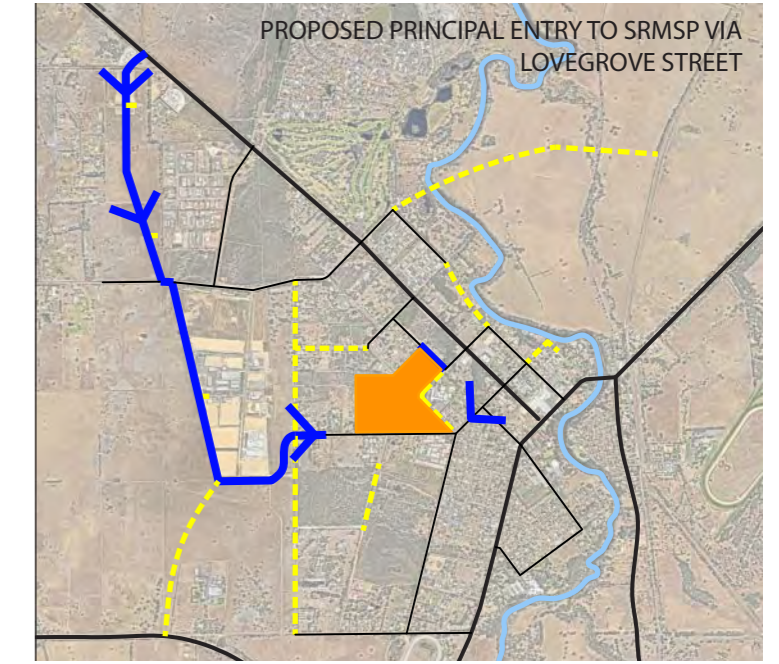
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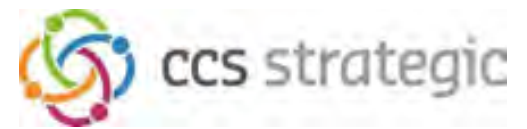
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 @ShireofMurray



LEGEND OF PROPOSED DEVELOPMENT

- A SRMO1 PAVILION
 - B SRMO2 PAVILION
 - C SRMO3 PAVILION
 - D SRMO4 FUTURE CHANGEROOMS
 - E SRMO1 EXISTING CHANGEROOM MODIFICATIONS
 - F GEORGE BEACHAM PAVILION- LOWER LEVEL RETAINED
 - G SRMO1 ADDITIONAL CHANGEROOMS PLUS UMPIRE'S ROOM AND PUBLIC TOILETS
 - H EVENTS STORAGE
 - I EVENTS SPACE
 - J REFURBISHED PAVILION
 - K TENNIS COURTS AND PAVILION DEMOLISHED
 - L CARETAKER'S RESIDENCE DEMOLISHED
- SPORTING AMENITIES**
- 1 BOWLING GREEN C UNDER CONSTRUCTION
 - 2 PERMANENT SHADE OVER GREEN A
 - 3 NEW 3 BAY CRICKET PRACTICE NETS AND CURATORS SHED TO SRMO2
 - 4 EXISTING 3 BAY CRICKET NETS TO SRMO3
 - 5 RELOCATED TURF BLOCK TO SRMO4
 - 6 NEW SYNTHETIC WICKET TO SRMO2
 - 7 HOCKEY FIELDS AND TRAINING AREAS
 - 8 SRMO1 SCOREBOARD
- ANCILLARY ITEMS**
- 9 NEW PLAYGROUND AND PICNIC SHELTERS
 - 10 LANDSCAPE BUFFER
 - 11 SEWER CONNECTION LINES
- ROADWORKS AND PARKING**
- i CLOSE ENTRY FROM ROE AVENUE
 - ii NEW ROAD FROM ROE AVE TO SIBBALD STREET
 - iii NEW ROUNDABOUTS
 - iv TRAFFIC CALMING DEVICES
 - v ELEVATED PEDESTRIAN CROSSINGS
 - vi MAIN ENTRY GATE AND NEW ENTRY STATEMENT
 - vii ENTRY GATE TO EVENTS SPACE
 - viii SECONDARY ENTRY GATE





DRAFT REPORT

**SIR ROSS MCLARTY SPORTS PRECINCT
MASTER PLAN**

for



July 2021



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EXECUTIVE SUMMARY

CCS Strategic was engaged by the Shire of Murray to prepare a master plan for the future use and development of the Sir Ross McLarty Sports Precinct (SRMSP) in Pinjarra. This precinct is the Shire of Murray's premier sporting precinct and has served a variety of functions over the years.

The proposed regional road development including the western bypass deviation from Pinjarra Road provides an opportunity to rationalise access to the precinct, improve internal access and pedestrian safety and establish a new main entry. This master planning exercise also provides the motivation to connect the existing and future built facilities on site to sewer and to ensure an adequate power supply is available to service the proposed buildings and sports lighting needs.

Priority facility improvements are accommodation for the main sporting user groups of football and particularly for cricket and for amenities for female athletes. This is in response to the pending loss of the 50-year-old George Beacham Pavilion where cricket has previously been accommodated. The master plan also addresses the need for amenities to service the recently developed Sir Ross McLarty Oval 3 (SRMO3), a new playing field the subject of a joint use agreement with the Department of Education for the Pinjarra Primary School.

The redevelopment of facilities for the Pinjarra Recreation and Bowling Club in 2015, has seen a strengthening in bowls membership and the construction of Green C in 2021. Repurposing Green B and installing a permanent shade cover over Green A are the next stages of the Club's development program and are reflected in the master plan.

The relocation of equestrian activities to the regional center in Coolup and the demise of the Pinjarra Tennis Club have allowed consideration of additional and alternative use of the precinct by other sporting and community groups. The proposed development of contemporary clubroom and changeroom facilities focused on Sir Ross McLarty Oval 2 (SRMO2) and Sir Ross McLarty Oval 4 (SRMO4) has prompted the Pinjarra Hockey Club to express an interest in returning to SRMSP as a winter user.

The western most area of the precinct, previously used by a number of equestrian clubs, where a lack of water constrains playing field development, provides the opportunity to create another events space in the Shire. The Pinjarra Sea Scouts are currently using the old tennis club house which is proposed to be demolished. While the Scouts would prefer a waterside headquarters, they could relocate to the old Pony Club pavilion until a more suitable location can be found.

All existing and proposed user groups either identified the need for or supported the installation of a playground within the precinct. The creation of a new main entry from Lovegrove Street and subsequent closure of the road access from Roe Avenue will allow access to the playground from all playing field locations without the need to cross a roadway.

The order of probable cost for the master plan is \$11,708,275 in 2021 dollars. Implementation of the master plan over 8 phases in the period 2022-2040 sees the staged development cost escalate by \$3,664,995 at roughly 3.05% per annum to \$15,373,270.

Funding the plan will rely on federal, state and local government contributions as well as support from state and national sporting associations the local clubs and local industry.

1. STUDY AIMS AND OBJECTIVES

This Project is to review the Sir Ross McLarty Sports Precinct Master Plan (2008) and develop a new master plan and report that will guide the sustainable development of infrastructure at the Sir Ross McLarty Sports Precinct to 2030.

The vision is to create a vibrant, accessible and contemporary community, sporting and recreational hub that services Shire residents and visitors. The aim is to consolidate and rationalise old infrastructure and, using the principles of co-location, shared use, and multi-purpose accessible design, develop a new master plan that is functional, achievable and sustainable for the clubs and the Shire, in order to maximise previous and future capital investment.

There are three buildings within the precinct that are over 40 years old and do not meet current disability access requirements or contemporary design principles of gender-neutral amenities.

The objectives are to:

- (a) Confirm the condition, use, life expectancy and functionality of existing infrastructure at the Precinct
- (b) Identify the existing and future needs of the clubs located at the Precinct and any potential new sporting, recreational or cultural activities or uses that may emerge
- (c) Identify opportunities for the rationalisation and consolidation of existing infrastructure and develop recommendations for disposal, upgrades and new builds, including high level costs and indicative timing to inform the Shire's Community Infrastructure Plan and Long-Term Financial Plan
- (d) Identify opportunities for clubs to share facilities
- (e) Develop management options that will maximise facility use and club sustainability.



Acknowledgement of previous support for the development of SRMSP

2. METHODOLOGY

The study was tackled in a number of discrete and sequential stages allowing ongoing community input and for the Shire to monitor, contribute to and endorse each step through regular project meetings and reporting. The planning process is outlined below.

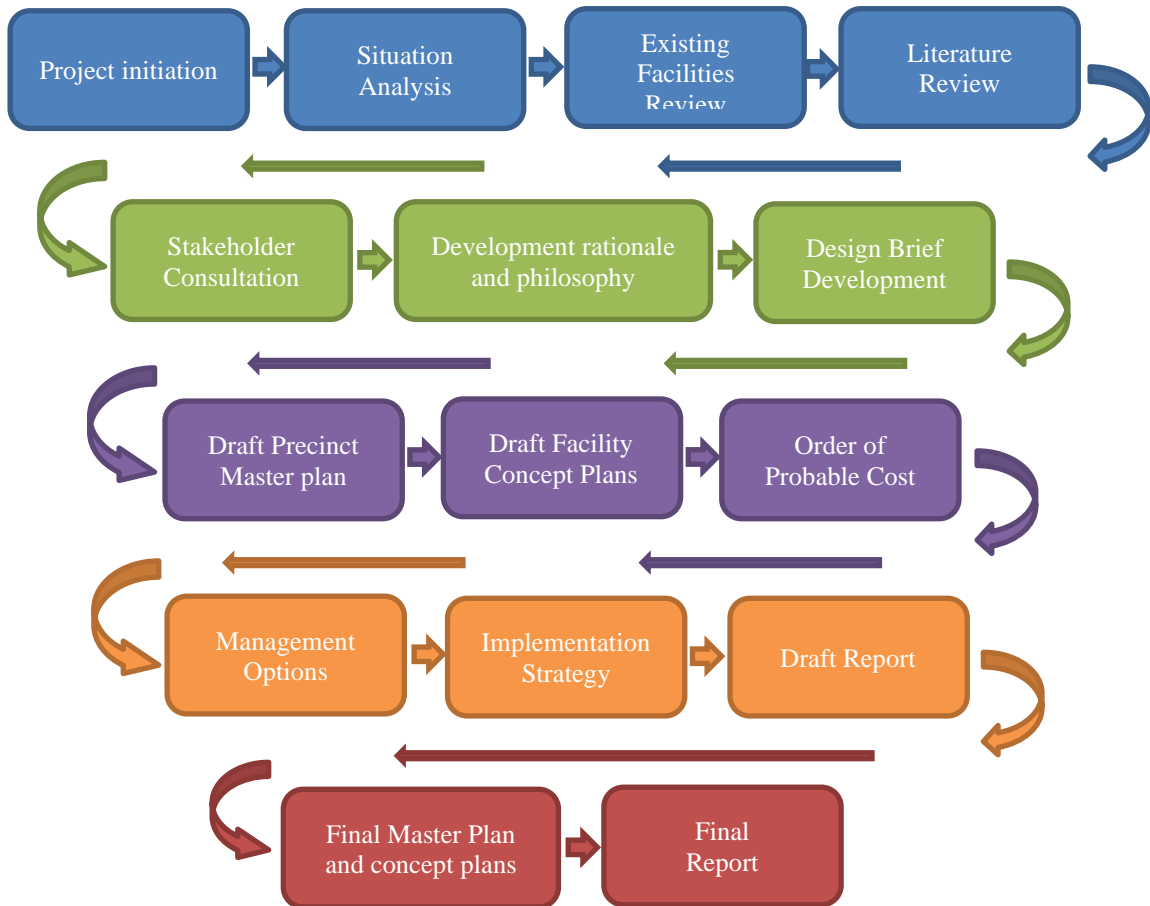


Figure 1: Study methodology flow chart



Figure 2: Study Precinct Location Map



Figure 3: Study Precinct Site Map

3. HISTORY

Sir Ross McLarty sporting precinct, named after local farmer, Australian Army Lieutenant and 17th Premier of WA, has played an important and varied role in the social and sporting history of the Pinjarra district.

A fire brigade training track (now unused) sits along the southern boundary and the western quarter of the precinct housed the Shire's equestrian clubs and associations prior to a formal relocation to the Murray Regional Equestrian Centre in Coolup (2015). This area is currently fallow, and the equestrian pavilion is unused.

A series of outdoor hardcourts near where SRMO3 now sits were the home of basketball and netball before the development of the Murray Aquatic and Leisure Centre. The Pinjarra Tennis Club operated from the precinct in the Lovegrove Street Hall until its demise in 2012.

A bowling club sits in the south eastern corner and has recently been extensively redeveloped. The Club converted its greens to synthetic in 2010, a new clubhouse was built in 2015 and a third green was constructed in 2021.

A skatepark was established in the north east corner of the precinct in 2012.

The sporting fields are primarily the home of the local cricket and football clubs; however, the reserve has also accommodated hockey prior to relocation to Mandurah, and soccer which substantially relocated to South Yunderup in 2012. Both sports used SRMO2. There is sports field lighting on SRMO1 (150 lux) and training level lighting along the western side of SRMO2 which has supported soccer training.

The Pinjarra Football and Netball Club (PFNC) is accommodated in the McLarty Pavilion that overlooks the main oval. Sir Ross McLarty Oval 1 (SRMO1). This building, extended in 2011, provides a home team changeroom and was flanked by two elevated coaches' boxes until mid-2021 when they were demolished. In addition to the changeroom and player amenities there are extensive social rooms, hospitality facilities, administration areas and storage.

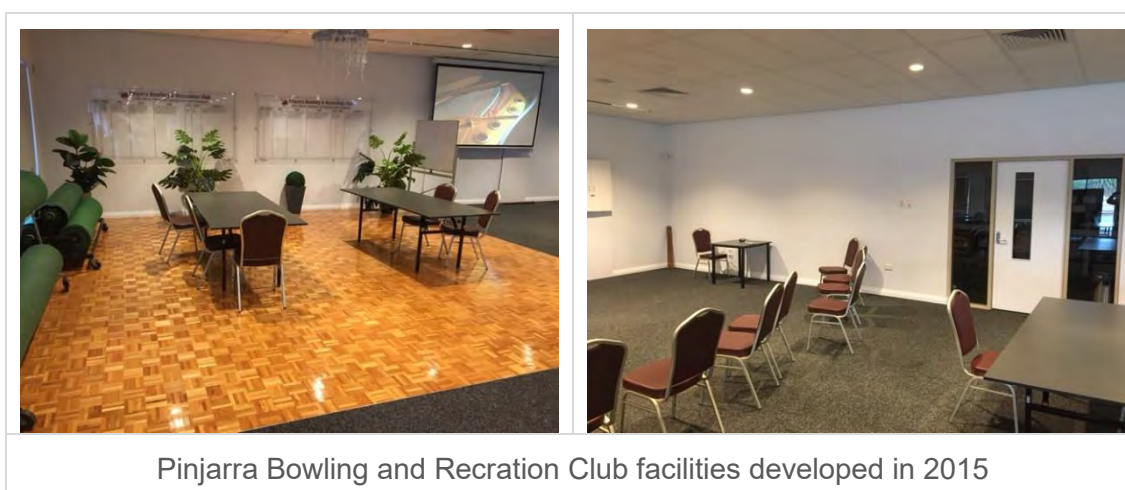
There are no netball courts on site. The netball teams play and train at the Murray Aquatic and Leisure Centre and in Mandurah. The netball players aligned with the PFNC join with the footballers to enjoy the social facilities in the joint clubhouse.

Football umpires and the visiting teams competing against the PFNC use changeroom facilities at the George Beacham Pavilion. This building was constructed in 1973. The upper floor of the pavilion provides social facilities for the Pinjarra Cricket Club and is no longer compliant with access and inclusion requirements.

The Pinjarra Cricket Club has traditionally played on a turf wicket block on SRMO2. A bank of three practice nets was installed adjacent to the George Beacham Pavilion in 2004.

In 2006 a synthetic wicket was installed to create a junior playing field (SRMO4) next to the turf wicket oval (SRMO2). In 2015 a new full-sized oval (SRMO3) was developed in the north of the precinct. A synthetic cricket wicket and a bank of three practice nets were installed in SRMO3 in 2021. This oval is subject to a shared use agreement with the Department of Education for adjacent Pinjarra Primary School

SRMO3 is used for cricket, juniors and seniors, football (predominantly juniors) and by the school for a variety of school and extra-curricular activities.

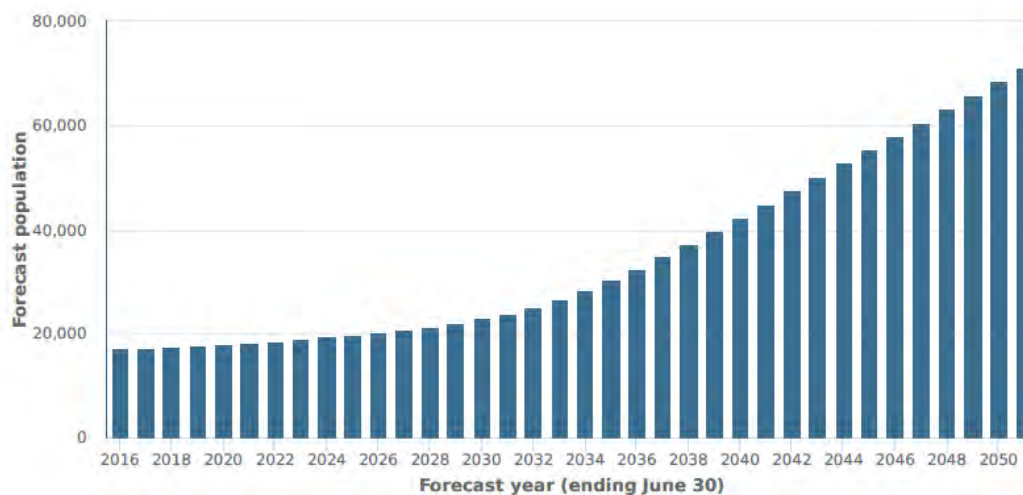


4. DEMOGRAPHIC ANALYSIS

The Shire population has been relatively static over the past few years sitting just under 20,000. Growth is expected to return in the mid to late 2020's and climb steadily to 2050 to around 70,000.

Forecast population

Murray Shire Council



Population and household forecasts, 2016 to 2051, prepared by .id, October 2020.



Figure 4: Forecast population for the Shire of Murray to 2050

The greatest rate of growth is forecast to occur between 2036 and 2046.

	2021	2026	2031	2036	2041	2046	2051
Population	18,336	20,042	23,734	32,352	44,639	57,801	70,913
Change in population (5yrs)	1,213	1,706	3,692	8,618	12,288	13,162	13,112
Average Annual Change	1.38%	1.80%	3.44%	6.39%	6.65%	5.30%	4.17%

Table 1: Population growth forecasts by percentage change - Forecast.id

Growth is forecast in the following areas:

Population	2021	2031	2041	2051	total growth	% share of growth
Furnissdale	1,152	1,274	1,334	1,392	240	0.5%
Rural North	985	1,375	1,812	2,241	1,256	2.4%
North Yunderup	857	988	1,335	1,670	813	1.5%
Pinjarra	5,133	6,865	9,551	12,345	7,212	13.7%
Point Grey	5	35	827	1,769	1,764	3.4%
Ravenswood	2,389	3,202	3,955	4,698	2,309	4.4%

Ravenswood North	61	165	7,427	17,940	17,879	34.0%
Rural South	1,798	1,854	1,973	2,085	287	0.5%
South Yunderup	3,585	4,459	8,806	14,663	11,078	21.1%
Stakehill	1,872	2,060	2,219	2,377	505	1.0%
West Pinjarra	500	1,455	5,401	9,724	9,224	17.5%
Total Shire	18,337	23,732	44,640	70,904	52,567	
Population change		29.4%	88.1%	58.8%		

Table 2: Population growth forecasts by locality - Forecast.id

Key growth areas are Pinjarra, South Yunderup and Ravenswood in the short term with dramatic growth in Ravenswood North and West Pinjarra in the longer term. Pinjarra, supported by growth in West Pinjarra, will strengthen its status as the major town centre in the Shire.

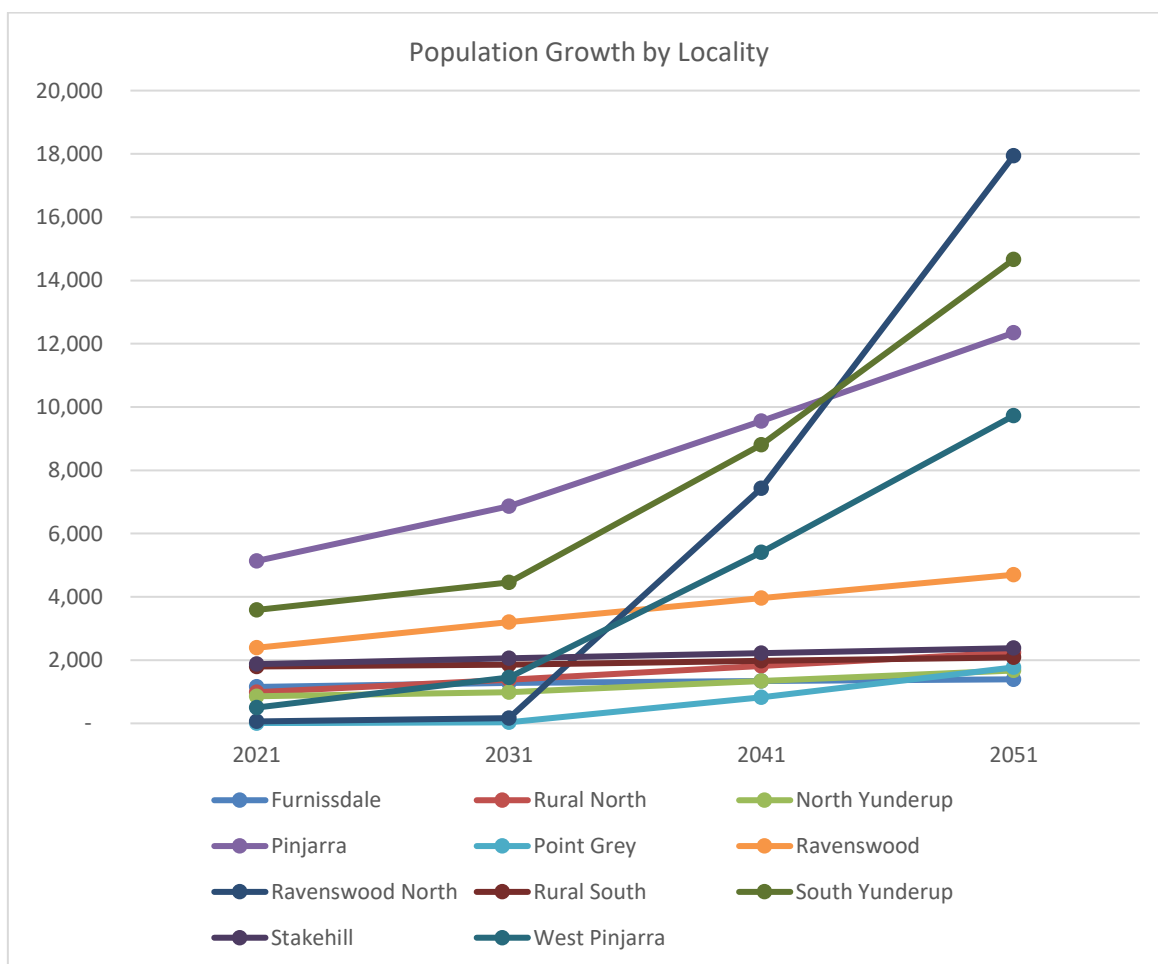


Figure 5: Population growth forecasts by locality - Forecast.id

The age profile of Murray residents is significantly older than Greater Perth and as a result there has been considerably faster growth in residents over 50 compared to all other age group since 2011.

There is a comparative deficit in the 18-50 age cohorts while school age children exceed Perth percentages. As such the demand for children’s sport is likely to be higher than in Perth but much lower for young adults in tertiary education and in the younger portion of the workforce. Bowls however should see strong demand.

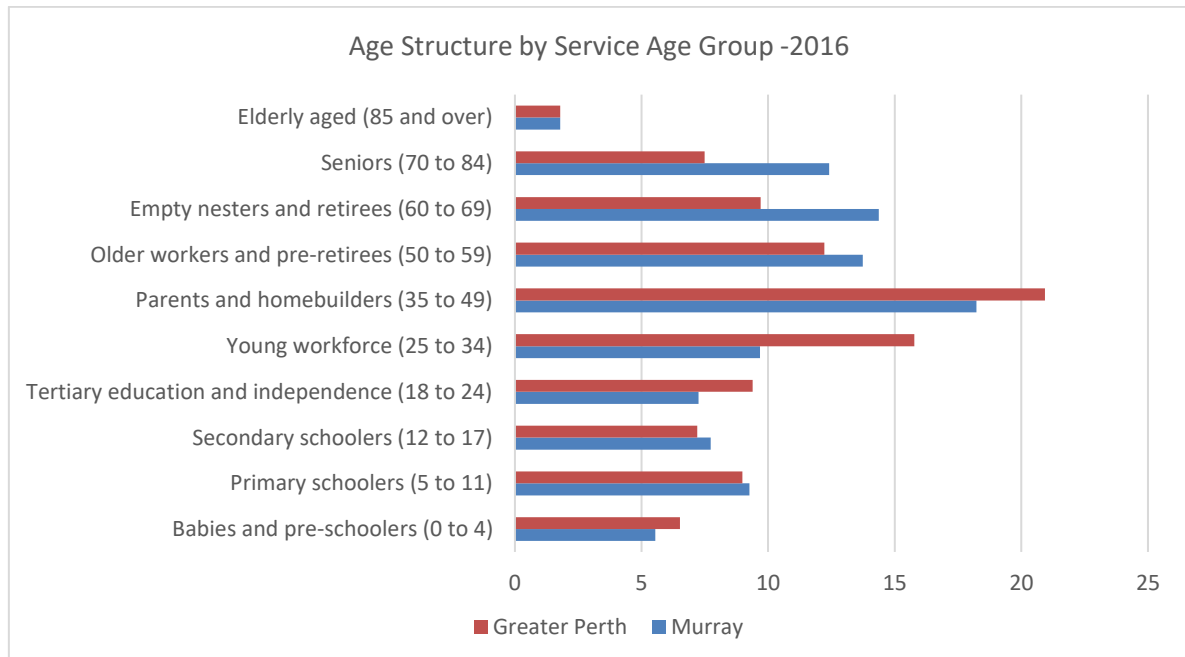


Figure 6: Age profile by service age groups - Forecast.id

As can be seen from the chart below the population of Murray is scheduled for a noticeable increase in residents aged 14 to 30 and 55 to 75 over the next 10 years. This is somewhat of a normalization of the population profile although the lack of 30 to 50 year-old residents will remain. The impact of this shift in population profile will see a larger proportion of younger adults in the community and potentially more adult sports participants.

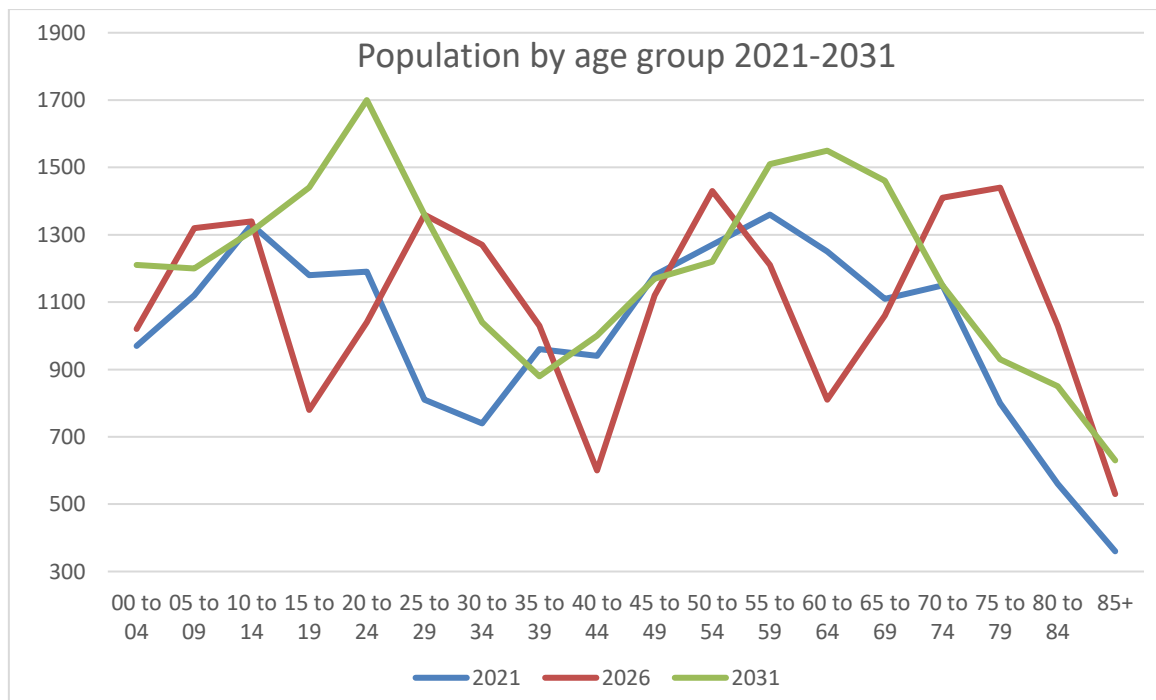


Figure 7: Population by age group - WA Tomorrow Report 11

5. LITERATURE REVIEW

The following documents have been reviewed with relevant commentary extracted.

Document	Relevant commentary or recommendations
Murray 2030 Strategic Community Plan	<p>This strategic document forecast strong population growth in Murray where business thrives, the environment is protected and people enjoy and outstanding quality of life. The Shire has a focus on creating Places for People to allow the community to be socially connected while encouraging an active and healthy lifestyle.</p> <p>A key success measure includes endorsing a Community Facilities Plan of which the Sir Ross McLarty Sports Precinct Master Plan will be an important element.</p>
Asset Management Policy A15	<p>This policy, together with individual Asset Management Plans and associated working procedures and practices provides a comprehensive, accountable and transparent asset management framework for the Shire of Murray. Articulated in the policy is the principle of renewing assets before acquiring new assets.</p> <p>This is relevant to the upgrading for future use or replacement of the George Beacham Pavilion, now 48 years old and deemed non-compliant with access requirements.</p>
Risk Management Policy A17	<p>This policy is aimed at mitigating risk from unplanned or unanticipated events as well as undertaking large project expenditures, such as will be required to implement the Sir Ross McLarty Sporting Precinct Master Plan.</p> <p>Key objectives in the policy include limiting interruption to business continuity (extrapolated here to include to sporting activity) and protecting the reputation of Council, in this case by the development of a well-conceived master plan roundly supported by key stakeholders and the broader community.</p>
Pinjarra Cricket Club Development Plan (2010) Initial consultation	<p>The Pinjarra Cricket Club was established in 1874 and has been using the George Beacham Pavilion since 2009. The football club maintains priority access to the changerooms for away teams and umpires. The plan outlined two development options.:</p> <ol style="list-style-type: none"> 1. Take full control (lease) of the George Beacham Pavilion with football further developing their clubhouse facilities relinquishing access rights 2. Develop a purpose-built cricket clubhouse focused on the main cricket oval. <p>Other suggestions included relocating the access road into SRMSP and proposed two senior turf wicket fields.</p> <p>Based on cost effectiveness and the lack of a winter user to share the ground the Cricket Club favoured option 1.</p>

<p>George Beacham Pavilion Disability Access issues</p>	<p>Disability consultants O'Brien Harrop undertook an accessibility audit of the pavilion in 2016. The report was reviewed by the Shire's insurer LGIS and advised that the Shire has a duty of care to protect entrants against a foreseeable risk of harm, which is clearly identified in the O'Brien Harrop report.</p> <p>The LGIS commentary notes that the Shire has developed a draft Risk Management Plan to manage the identified risk. This is considered a reasonable approach to managing the issue while active steps are taken to bring the building into compliance.</p> <p>In October 2020 the Shire established the Pinjarra Cricket Club Premises Working Group (PCCPWG) to investigate implementation of the Risk Management plan and explore alternative short term accommodation options while the non-compliance issues with the pavilion are addressed.</p> <p>A meeting of the working group in November 2020 anticipated alternative short term accommodation would be required for 3 years - assuming George Beacham Pavilion was to be upgraded or a new facility was to be established for cricket.</p>
<p>Sir Ross McLarty Complex Sport and Recreation Facilities Master Plan 2008</p> <p>Original plan amended by the Shire due to changing circumstances and a Revised Plan was adopted 26.06.2014</p>	<p>This study sought to provide development options for SRMO in light of forecast growth trebling the Pinjarra population by 2040. The report identified the need for improved and expanded clubroom facilities for football (both seniors and juniors), cricket, bowls and tennis (combined), an additional bowling green, a new football oval and floodlighting to a second oval to spread the training load. The master plan proposed the relocation of the main entrance to the precinct, removal of equestrian activities from the site, addition of a playground and internal pathways connecting to the surrounding path network.</p> <p>The associated report notes that several users of SRMO complex do not have access to permanent pavilion / changeroom facilities, but there is no specific commentary on the need to provide changeroom and clubroom facilities on the proposed third oval at SRMO. The capital cost of the proposed works, estimated at \$4.3m, clearly does not provide for new buildings.</p> <p>The original plan has been implemented in part. The proposal to relocate the turf cricket wicket to the main oval has not eventuated. The Tennis Club is now defunct, and a new Bowling Clubhouse and a third green has been established in association with a community centre leased to Peel Community Care.</p> <p>Equestrian activities have been relocated to Coolup as proposed and the development of a third oval has occurred adjacent to the primary school rather than on the equestrian site. The amenities for the third oval have yet to be provided.</p>
<p>Ravenswood Regional Sport and Recreation Complex Feasibility Study and Needs Analysis 2018</p>	<p>This study established the long-term need for and feasibility of developing a regional scale sporting complex at Ravenswood, concluding that there is a strong argument that investment in the regional facility will likely deliver strong economic benefits to the Ravenswood and wider Shire of Murray economies.</p> <p>Viability is however dependent upon participation and expenditure from participants across the region (following population growth) and capital contributions from outside the Shire of Murray (a regional involvement).</p> <p>The regional complex has been and remains part of regional standard facility plans for both Mandurah and Murray Councils for over two</p>

	<p>decades and the site has been acquired for this purpose by the WA Planning Commission. The concept plan for the site proposes development in 3 zones across 5 phases at an indicative cost of \$163m in 2018 costs.</p> <p>The study notes that the demand for the complex is immediate for Mandurah (netball, playing fields, cycling and BMX) but likely to be post 2026 for Murray which has been assessed as having sufficient capacity to cater for sporting needs of their residents for the next decade or more. The full extent of development of the complex is not anticipated before 2050 and a staged approach is proposed to ensure it does not negatively affect existing facility developments within the Shire of Murray.</p> <p>There remains a critical need for the establishment of regional scale netball facilities in the peel region, however the Mandurah Association and Netball WA are not overly keen on relocating to the site in isolation.</p>
<p>WA Cricket Infrastructure Strategy 2019</p>	<p>This strategy addresses the strategic infrastructure framework for the future provision of cricket facilities to 2028. The regional infrastructure priorities for Peel include additional playing fields, increased provision of players amenities, cost effective turf pitch preparation and maintenance practices, access to an indoor training facility, upgraded practice facilities and additional practice facilities. The strategy records the 2017/18 participation at 2,720 and forecasts that cricket participation in the Peel will grow to 3,453 which will add a further 67 teams by 2028. Accommodation will need to be found for this increase in player numbers. It also notes that the Peel region had 54 grounds in 2018 which translates to 1 ground per 50 players, which indicated a higher rate of provision the state average of 1:58 with 1:64 in the metropolitan area and 1:54 in the country.</p>
<p>AFL Preferred Facility Guidelines 2019</p>	<p>The Guidelines outline the preferred facility requirements for State League, Regional and Local level facilities. The preference is for two ovals measuring 165m x 135m, oriented north-south, to be provided at each site to allow club growth and flexibility in use to minimise wear.</p> <p>One pair of changerooms (home and away teams) is recommended for each playing oval. For regional level competitions such as at SRMSP, the amenities area is to provide toilets and showers (30m²), change area (70m²), massage / strapping room (25m²) and an umpires' room (40m²), all of which must have gender neutral accommodation.</p> <p>Other accommodations include a gymnasium (30m²), public toilets (40m²), a third umpire's room (10m²), time keeping room (10m²), first aid room (15m²) and various storage areas. A social room/clubhouse facility (150m²) supported by food and beverage facilities (30m²) is also recommended. Goal posts, scoreboards, interchange / coaches' benches and interchange / umpires' box are required for each oval.</p> <p>Oval lighting is recommended at 100 lux for club competition and up to 200 lux for semi-professional regional grounds. Advice from the WA Football Commission suggest 150 Lux would be ideal for SRMO1 and 100 Lux for SRMO3.</p>

<p>SRMO3 and SYO concept plan</p>	<p>Concept plans, cost estimates and feasibility assessments for the development of two sets of change room facilities (one at SRMO3 and the other at South Yunderup Oval (SYO) were developed by Site Architecture. This work has been used to call tenders for the SYO facility. A similar specification is proposed for SRMO3 with slightly larger change areas to cater for the larger AFL teams in lieu of football (soccer).</p>
<p>Pinjarra Bowling and Recreation Club (PBRC) Strategic Plan</p>	<p>This plan for the period 2019-2024 has a clear mission to promote the sport of bowls, while at the same time growing and diversifying membership and ensuring effective use of the Club's facilities.</p> <p>A key strategy is to investigate new opportunities to proactively expand and position the club to best respond to changing community needs. Actions include establishing partnerships with other user groups to facilitate growth and development of the club.</p> <p>The plan also identifies carpark improvements, the enclosure of one or more greens (A and or A and C) and the repurposing of green B.</p>
<p>WAFC audit report on SRMO</p>	<p>The WA Football Condition has audited all facilities used for WAFC sanctioned matches. The site is classified as a local club level facility and is rated at 91.35%. Home and away changerooms however are rated at only 56% and the umpires changeroom (in the George Beacham pavilion) scored 58%. The audit notes that there is no First Aid or Doctor's rooms and that the showers are open rather than in cubicles as in gender neutral facilities.</p>

Table 3: Literature review summary

6. EXISTING FACILITY REVIEW

6.1. Existing buildings

6.1.1. George Beacham Pavilion

George Beacham Pavilion, constructed in 1973 provided the original facilities for the precinct and overlooks SRMO1. The Shire has this facility insured at a market value of \$849,106.

Changerooms and amenities, a kiosk and umpires' room are located on the ground floor. They are the only Home and Away changerooms to service the four ovals at the SRMSP and are used by the teams on SRMO2 and 4 and the away team for SRMO1.

Upstairs has accommodated the social facilities used by the Pinjarra Cricket Club for the last 11 years. This building is now deemed to be non-compliant with disability access requirements under the Building Code of Australia – Disability Access Standards 2010. The lease expired on 30 June 2021 and was not renewed.



George Beacham Pavilion



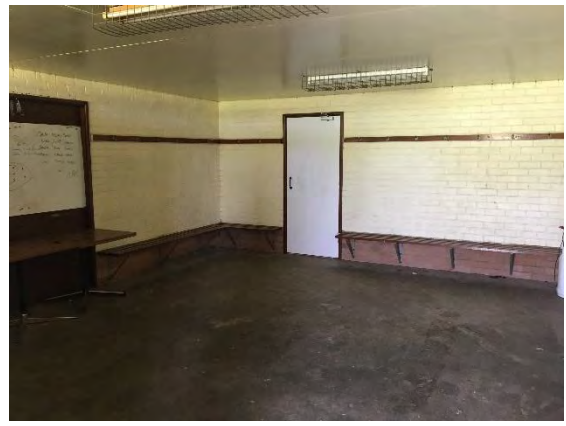
First floor - bar and memorabilia wall



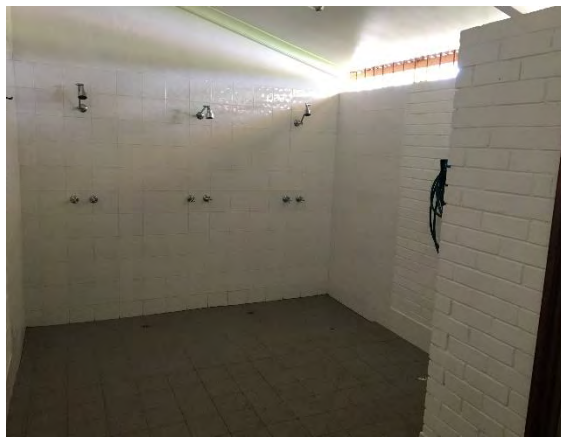
First floor function room



Ground floor - home changeroom



Ground floor - away changeroom



Home changeroom amenities



Away changeroom amenities



Home team trainer's room



Home changeroom amenities

	
<p>Kiosk servery on right</p>	<p>First floor egress and kiosk entry</p>
	
<p>Official opening plaque</p>	

The Pavilion was assessed by O'Brien Harrop Disability Access Consultants in 2016. The assessment made a variety of recommendations to address access and compliance requirements as follows:

- Provide an accessible path of travel to the pavilion, nominally 1.2m x 20m
- Provide pathways around the building nominally 1.5m wide x 60m
- Replace all doors with 850mm wide doors and compliant locking devices and handles - 8 - off
- Remove the security cage in front of the access to the canteen
- Replace the entire canteen kitchen in order to meet accessibility requirements
- Replace both sets of stairways with handrails to the upper floor
- Install a lift
- Install a unisex accessible shower / toilet on the ground floor (building extension)
- Replace signage throughout the building with appropriate coloured and tactile signs (pictograms, text and braille).
- Refurbish the existing public toilets
- Refurbish the home, away and umpires changerooms with toilet and shower cubicles

Since this audit an accessible toilet was located on the first floor. This action invoked a requirement for the building to be made fully accessible. The order of probable cost for these works to simply make the building compliant is in the order of \$300,000. This does not include upgrading facilities to contemporary standards.

Item	Proposed works	Year	Est cost Ex GST
1	The construction of unisex toilet facilities on the first floor, with one facility being suitable for use by a person with a disability	2017	Completed
2	Accessible Parking Accessible parking bay with a shared area and kerb ramp to meet AS2890.6 2009 Note: Provide line marking and signage within existing carpark	2021/22	\$1,000
3	External Access Accessible path of travel from the newly created accessible parking bay to the concrete path around the building with gradient not to exceed 1:20. Allow 1200mm x 20m long	2021/22	\$5,000
4	Concrete Path Around Building Upgrade paths along the side of the Pavilion to minimum 1000mm (1200 preferred). Curved areas require 1500mm, or a 90 degree change of direction requires circulation space of 1500x1500mm	2021/22	\$10,000
5	Entrance Doors Widen all entrance doors to provide minimum 850mm clear open space	2021/22	\$5,000
6	Ensure new doors have locking devices and handles that comply with the design and location requirements of AS1428.1 2009	2021/22	\$2,000
7	Ensure new doors are identifiable by the application of luminance contrast treatment as per page 6 of Audit	2021/22	\$500
8	Vertical Access Replace stairways to meet requirements	2021/22	\$20,000
9	Installation of a lift to meet requirements	2021/22	\$100,000
10	Upgrade of kitchen on first floor to meet requirements	2021/22	\$10,000
11	Sanitary Facilities Provide one unisex accessible shower and toilet on ground floor available to public Note: refit current umpires' room. New addition.	2021/22	\$20,000 \$75,000
12	Provide one unisex accessible shower and toilet on ground floor in each of the changerooms	2021/22	\$50,000
13	Signage As per requirements	2022/23	\$1,500
			\$ 300,000

Table 4: Estimated cost of making George Beacham Pavilion access compliant

6.1.2. McLarty Pavilion

The McLarty Pavilion was constructed in 2000 and further developed in 2011 with the addition of the Enzo Menara Pavilion (home team changerooms). In 2017 and the Junior Football Club store was built. The entire building excluding the public toilets on the northern end are leased to the PFNC until 2 September 2030.



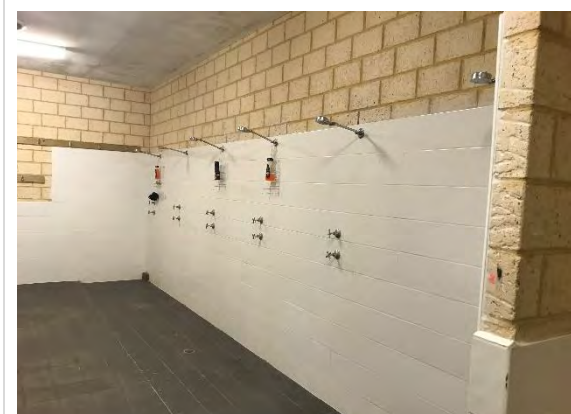
Pinjarra Football and Netball Club - McLarty Pavilion



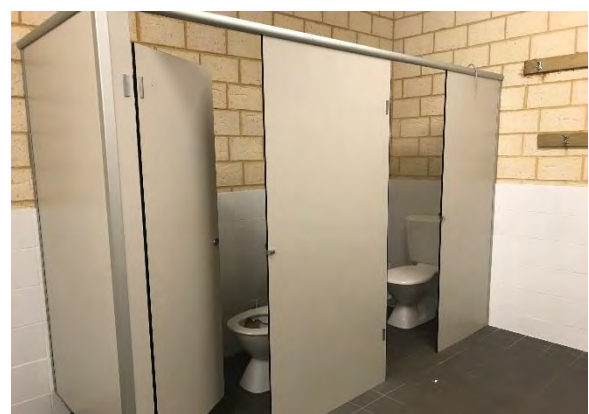
Junior football store at end of McLarty Pavilion



Home team changeroom amenities



Home changeroom amenities



Home changeroom amenities

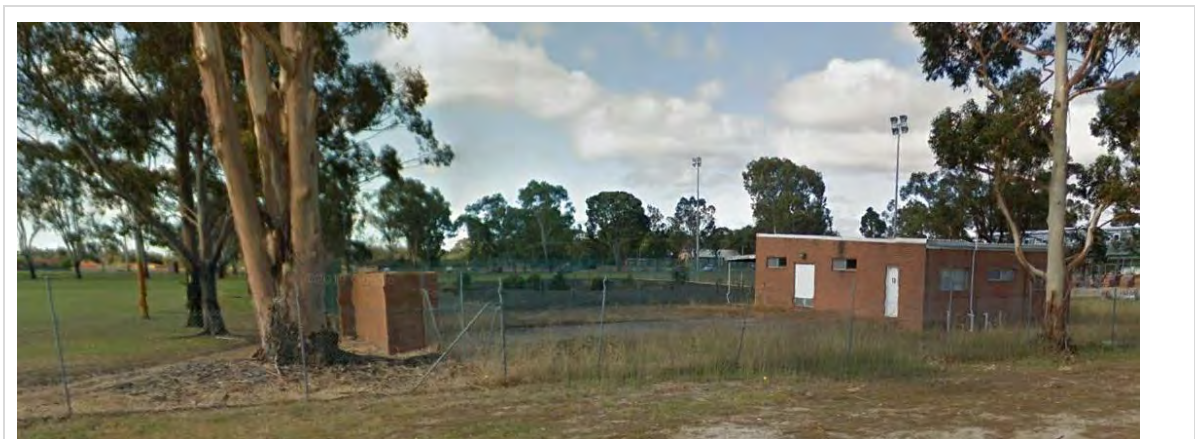


Spectator seating in front of McLarty Pavilion overlooking SRMO1

6.1.3. Lovegrove Street Hall

Following the demise of the Pinjarra Tennis Club this building is now used by the Murray District Sea Scouts. The expansion of SRMO4 to accommodate a full-size cricket oval will see the demolition of the hardcourts, the building and the hit-up wall to make way for the carpark.

Scouts are proposed to be relocated to the old Equestrian Pavilion adjacent to the future events arena.



Lovegrove Street Hall and Pinjarra Tennis Club Hit-up Wall



Lovegrove Street Hall - Pinjarra Tennis Club Pavilion



Inside the Lovegrove Street Hall



Inside the Lovegrove Street Hall



Tennis Hit-up Wall



Pinjarra Tennis Courts

6.1.4. Caretaker's residence

This house is now vacant and in need of considerable repair to return to a habitable condition. The house is proposed to be demolished to provide additional parking for the sports precinct and coincidentally for the school.



Caretaker's Residence (taken 2014)

6.1.5. Pinjarra Multi-Purpose Community Centre

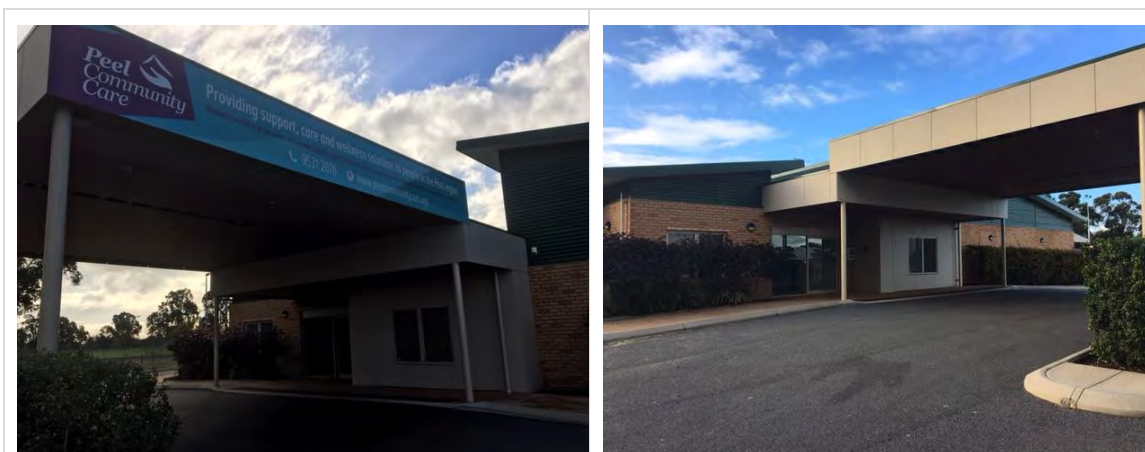
This building was constructed in 2015 to replace the outdated Pinjarra Bowling and Recreation facility and remains in near new condition. Tenants include the Pinjarra Bowling and Recreation Club (PBRC) and Peel Community Care (PCC). The PBRC has a lease over its exclusive use areas until 2025 and an option to extend for a further 10 years to 30 June 2036.

For operational efficiencies the PCC use the main entrance and western side of the building with the Bowling Club members and visitors entering from the eastern verandah.

The Board Room, accessible from the main entry lobby is underutilised. The PBRC would like to see another door installed opening into their social space to make access easier without intruding into the main lobby and what has largely become PCC space, despite the entry corridor being common space. Similarly, the dining room area has a concertina wall to enable the area to be opened onto the bowls social area. This wall is rarely opened, and the dining room has in practice become PCC space.

PCC have made modifications to better manage their meals on wheels operation with the installation of a cool room.

An access door and entry corridor on the western side of the building, designed to provide ease of access for reserve users is not used.



Pinjarra Bowling and Recreation Club Entry - primarily used by Peel Community Care



Bowling club entry from carpark

Bowling club entry from greens side



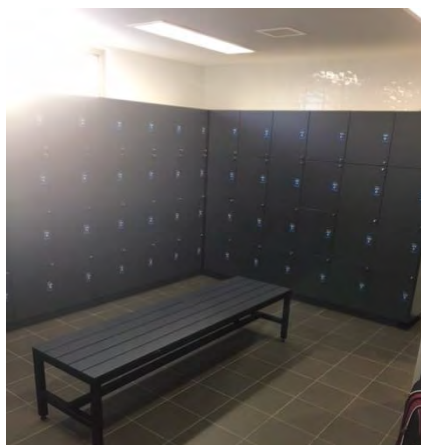
Bowling club entry



Greens A and B



Green C under construction



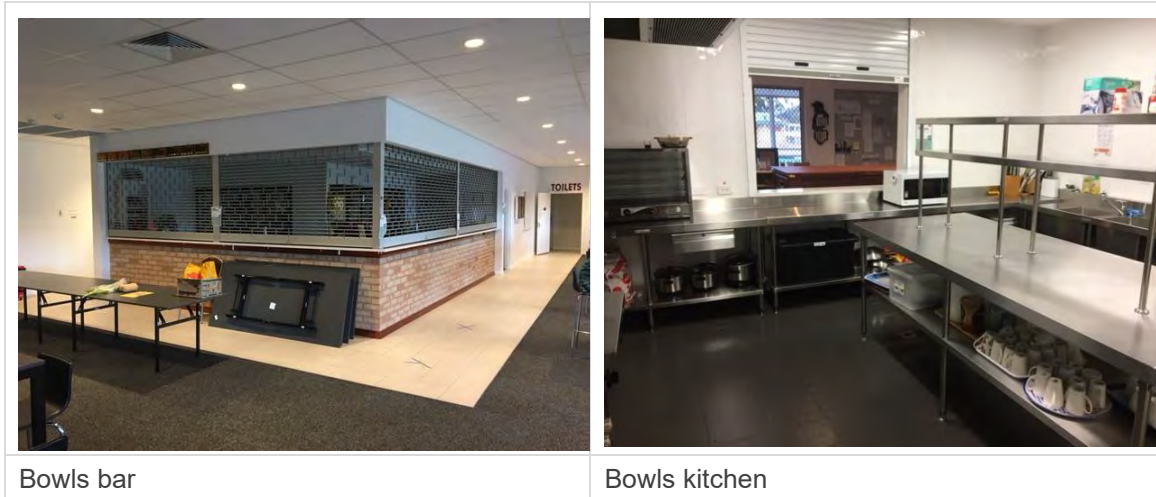
Men's locker room



Social room (looking south)



Social room (looking north)



6.1.6. Bowling Club Storage Facilities

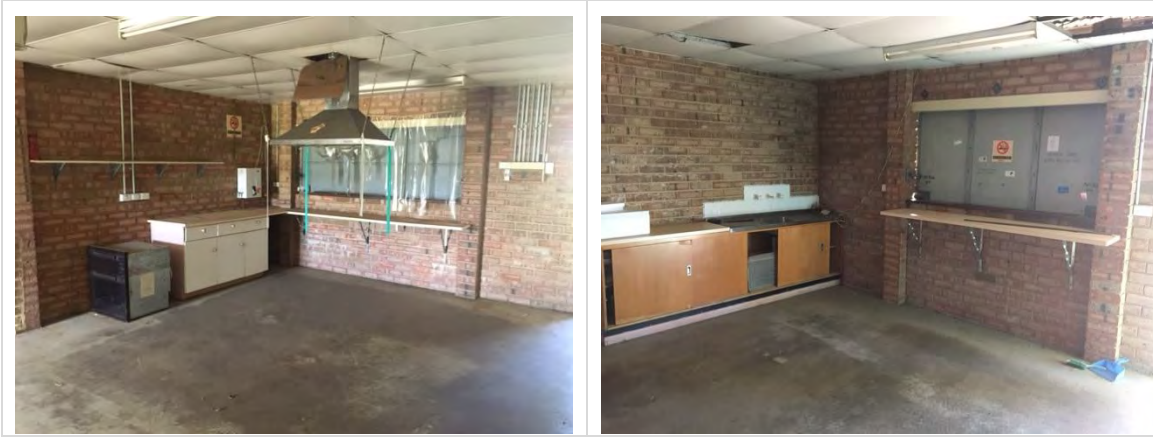
These facilities were established following the demolition of the old clubhouse. They are fit for purpose and in good condition. No change is proposed.



6.1.7. Old Equestrian Clubhouse

This building is not used at present. It offers a social room, storeroom and dressing rooms. This facility could be suitable for use by other groups such as Scouts.

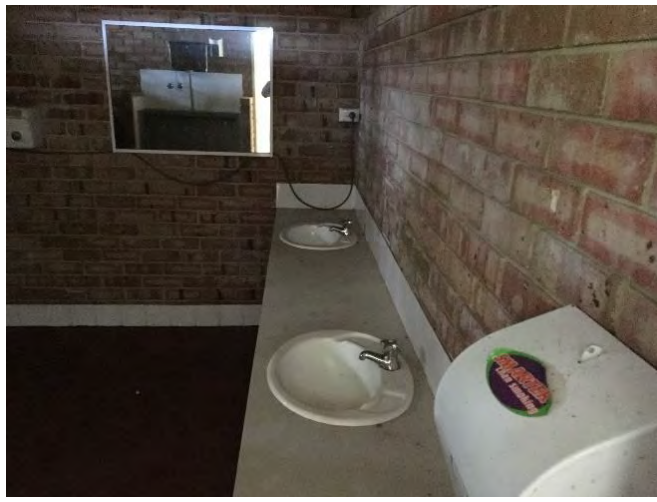




Inside of Old Equestrian Pavilion - range hood, 2 sinks and 2 servery hatches



One of 3 existing floodlights



Vanity area in dressing rooms



Dressing room - female

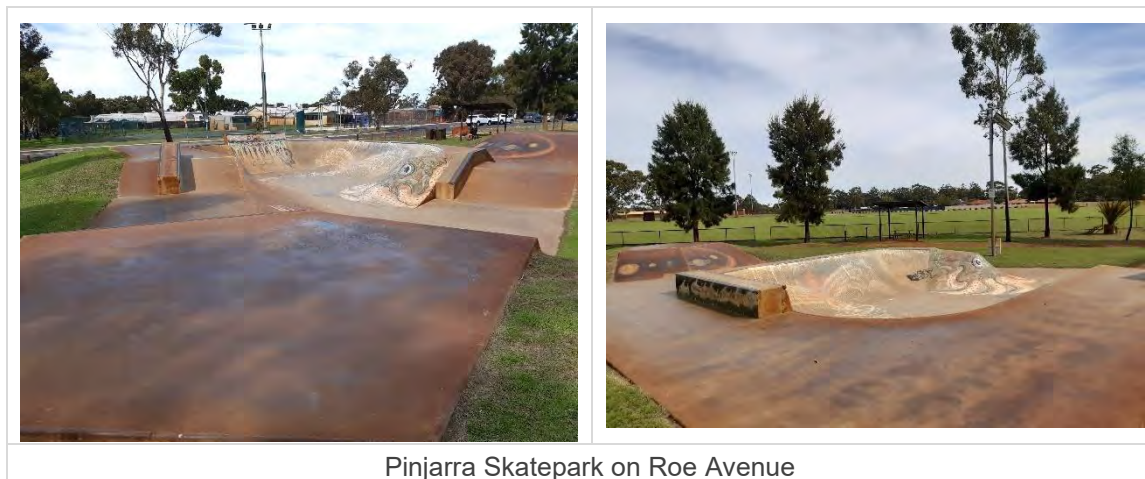


Dressing room - male

6.2. Ancillary infrastructure

6.2.1. Skate Park

The skatepark was constructed in 2012. It is fit for purpose and in good condition although some children and youths using the park suggest it could be upgraded with more challenging features. No change is proposed at this stage.



6.2.2. Cricket Practice nets

The existing cricket practice nets alongside the George Beacham Pavilion are fit for purpose and in good condition. They have an estimated 5 years of service remaining before requiring resurfacing. Should the off-field facilities for cricket be moved from the George Beacham Pavilion, the subsequent relocation of the nets, adjacent to the cricket playing and social areas would be appropriate.



6.2.3. SRMO1 Scoreboard

The Pinjarra Football and Netball Club advise that the scoreboard is no longer fit for purpose and is planned for replacement with a new electronic scoreboard. The scoreboard forms part of the Club lease with a term ending in 2036.



Scoreboard on SRMO1

6.2.4. Public toilets attached to McLarty Pavilion

These facilities were added to the northern end of the Pavilion to service spectators for SRMO1.

They are fit for purpose and in good condition. Additional facilities to meet SRMO1 user needs should George Beacham Pavilion be demolished would need to work around or in conjunction with this amenity block and potentially incorporate them into any new facility development.



SRMO1 Public Toilets - entry to Male / Female / Disabled facilities



SRMO1 Coaches' Box (demolished) and Junior Football Club Storage - McLarty pavilion



SRMO1 Coaches' Box - south of McLarty Pavilion (now demolished)



6.2.5. SRMSP fencing

The Sir Ross McLarty Sporting Precinct is almost fully fenced save for a section along Roe Avenue from midway on SRMO3 through to the skatepark and along the northern boundary of SRMO3 abutting the bushland. There are numerous pedestrian and vehicle entry penetrations through the fencing, all of which are gated.





Fence along Roe Ave to mid point of SRMO3.
No fence from tree to skatepark or along northern boundary of SRMO3



Path north of skatepark - from Roe to Sibbald



Path between SRMO1 and SRMO3



SRMSP Entry and Gatehouse at the intersection of Roe Ave and Dixon Ave



Longo Ave Access Gates



Lovegrove Road access to SRMO2, old Fire Brigade running track in the foreground



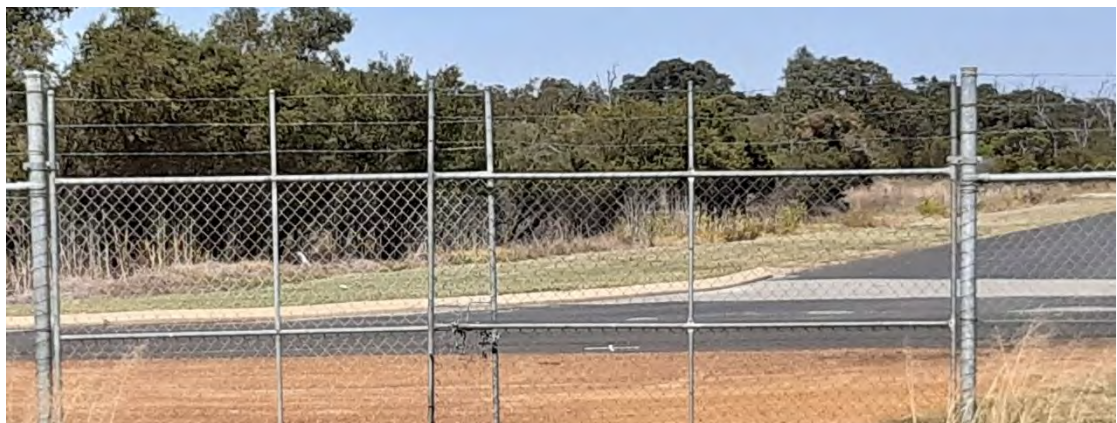
Fence along Dixon Ave separating verge parking from SRMO4



Entry gates to Old Equestrian Area



Fencing around Old Equestrian Area



Entry gate on Lovegrove Street opposite Alderson Street

The only playing field with low level perimeter fencing to separate players from spectators is SRMO1. This fence is to be maintained.



Spectator barrier fence to SRMO1 - east side

6.3. Playing surfaces

6.3.1. SRMO 1

This oval is the home ground of the Pinjarra Football and Netball Club and used almost exclusively for football. The ground is lit, and the surface is in fair to good condition despite being subject to a heavy user load in the winter season. Reducing the peak winter load would help maintain surface quality and reduce maintenance costs.



SRMO1 Playing field

6.3.2. SRMO 2

SRMO2 is the principal ground for the Pinjarra Cricket Club which offers a 4-wicket turf wicket block. The ground is in good condition and the turf wicket is maintained by the Club. They advise that this wicket block will need to be replaced (refurbished) in the future.



SRMO2 showing the Turf wicket block

6.3.3. SRMO 3

The development of SRMO3 and the recent installation of both a synthetic cricket match wicket and a block of three cricket practice nets elevates the ground to senior cricket status. The proposed development of changeroom facilities on SRMO3 will offer senior cricket a high quality and self-contained alternative to cricket on SRMO2 supported by the practice nets adjacent to George Beacham Pavilion.



SRMO3 Playing Field showing the Synthetic cricket wicket

6.3.4. SRMO 4

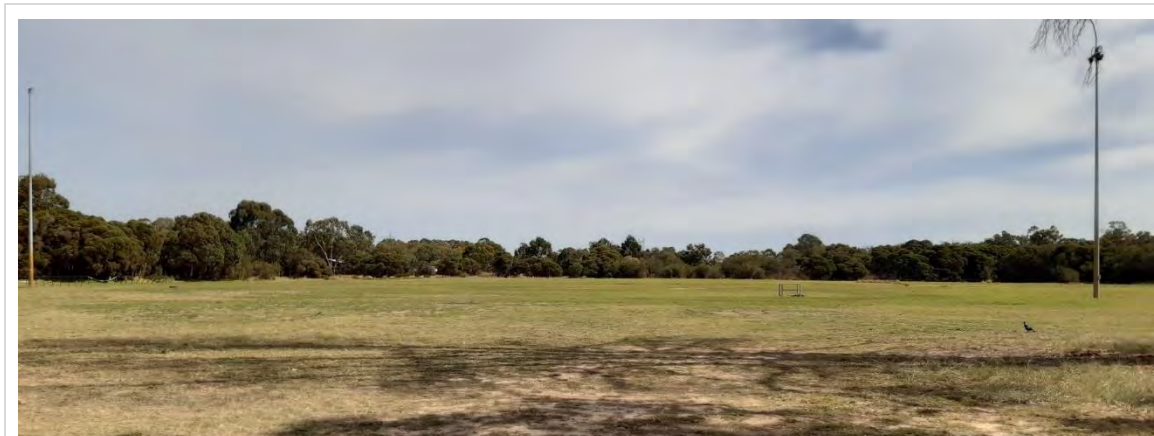
This field contains a synthetic cricket wicket which due to the very small size of the ground (40m radius) is used exclusively for junior cricket competition. The wicket is in reasonable condition with an estimated 5-7 years of useful life remaining. Practice nets for this field are located adjacent to the George Beacham Pavilion.



SRMO4 Playing Field showing the Synthetic cricket wicket

6.3.5. SRMO 5 - Old Equestrian Area

This area is now fallow following the relocation of the equestrian clubs to the Murray Regional Equestrian Centre in Coolup. The area is available for alternative use.



SRMO5 - Old Equestrian Area - proposed Events Space

6.3.6. Tennis Courts

The bitumen tennis courts are nearing the end of their useful life having last been re-surfaced in 2012. The demise of the local tennis club has left the courts idle. It is proposed that the courts be demolished to allow the expansion of SRMO4 to a full-size cricket field (60m radius) and to provide parking to support both SRMO2 and SRMO4 and the Pinjarra Bowling and Recreation Club.



6.3.7. Bowling Greens

The Pinjarra Bowling and Recreation Club has three synthetic turf bowling greens. Green C (highlighted) is currently under construction, due for completion mid-2021.



When complete the club will move to using A and C greens as their principal playing surfaces and B green will be retired from play. The condition of B green is poor and the Club is considering replacement (demand for bowls does not support this option) or repurposing the green to accommodate another activity to diversify the Club's interests and membership. In the longer term it is the Club's aims to cover Green A and possibly Green C.

6.4. Lighting

6.4.1. Sportsfield lighting

In 2007 the PFNC negotiated with the Shire of Murray to install sports field lighting (metal halide) on SRMO1 with a design capacity of 150lux on 4 poles. The club agreed to maintain the installation. The lighting is fit for purpose however should be routinely tested for efficiency to determine if lamp replacement is required to achieve the design level.

In the medium term the PFNC would like to upgrade the lamps to LED in a bid to reduce running costs.



The master plan proposes the installation of 100lux LED lighting to SRMO3 to allow for football competition and training. This will also assist in reducing the level of use of SRMO1 which is presently beyond acceptable load limits.

The lights servicing the tennis courts (T1-4) and the light at the corner of the tennis courts lighting SRMO2 (1 SRMO2 in the image below) will become redundant if SRMO4 is expanded to accommodate a senior cricket oval.

If cricket relocates their practice nets to the south-eastern corner of SRMO2, it may be useful to retain pole (2 SRMO2) to combine with another (3 SRMO2) light to provide lighting to the cricket practice nets. Some repositioning may be required. The remainder (4 poles) could be relocated to the events area.

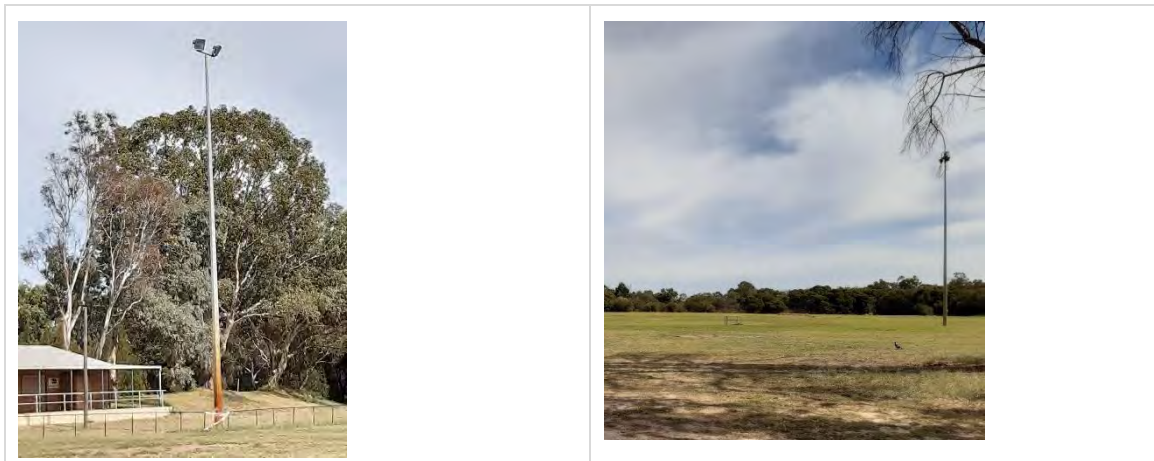


Sports lighting on Pinjarra Tennis Courts

Bowling greens A and B are lit. Green C, currently under construction, will be lit.

In the longer term, the Club proposes to cover Green A. This would require changes from an external pole system to an internal roof mounted lighting installation.

There are three light poles providing floodlighting on the Old Equestrian Area, two near the clubhouse and one in the middle of the grassed area. The plan is to improve lighting in this area for events through additional poles, each with a power outlet on the pole to support event and camping activities. Reuse of the tennis court poles and lamps would reduce costs.



Flood lighting on Old Equestrian Area

6.5. Site Services

6.5.1. Power

The principal supply point to the precinct is along Dixon Avenue with a site switchboard located just inside the main entry gate.



Figure 8: Electrical supply to SRMSP

It is understood that the power supply for SRMSP is rated at 400 Amp which currently has around 40% spare capacity¹. The estimated maximum demand from the proposed SRMO3 pavilion can be accommodated with the existing supply. MDE electrical advises that the subsequent addition of a 100lux sports lighting system on SRMO3 will require replacement of the SMSB and consumer's mains with new rated at 630 Amps².

Figure 7 shows the power supply points (red rectangles) and service zones within the precinct.



Figure 9: Electrical supply zones at SRMSP

If the George Beacham Pavilion is removed (within zone 2) alternative facilities will be required. If the draw released from George Beacham can be transferred to the replacement facilities within the zone additional supply will not be required.

¹ MDE Electrical Site Assessment Report, March 2020

² Focus WA Consulting concept Design Report Electrical Services, July 2020

Focus Consulting WA recommend that the existing multiple points of supply zones are re-configured to include SMRO3 and the skate park within Zone 2. This will enable the existing substation and infrastructure installed to Zone 2, with its existing spare capacity, to be utilised for the new developments.

Any existing Western Power or Client pillars or supplies in the Northern section of Zone 3 will be required to be removed and services re-wired from Zone 2 for compliance. The supply running along Dixon Street to the transformer is high voltage. The supply from the transformer to the caretaker’s house is low voltage.

Supply to the transformer on Lovegrove Street is high voltage. The supply point along Longo Avenue near Teague Street is low voltage.

The Focus WA Consulting Report³ provided the following advice regarding electrical services to the site and for the new SRMO3 pavilion.

Item	Description	Cost
1	Works to the SMSB to accommodate a new circuit breaker	\$ 5,000
2	Internal lighting power and low voltage services to new pavilion	\$ 70,000
3	Electrical site services including submain cabling and trenching	\$ 70,000
4	Western Power headworks - capacity increase charges including allowance for sports lighting to SRMO3	\$ 47,000
	Total	\$ 192,000
	* The cost of lighting to SRMO3 not included in these estimates	

Table 5: Electrical services upgrade requirements

6.5.2. Sewer

There is an existing sewer main running along the boundary of the reserve at the rear of the houses on Teague Street. It is proposed that the SRMO3 pavilion and the changerooms for the PFNC building are connected into this main line. Each run is approximately 100m.

There is also a sewer main along Lovegrove Street and portion of Dixon Avenue that connects the Pinjarra Bowling and Recreation Club. This will allow connection of the cricket facilities with a run of approximately 75m.

³ Focus WA Consulting concept Design Report Electrical Services, July 2020

6.5.3. Communications

Figure 9 shows the extent of communications cabling to the precinct. A 20mm PVC conduits services dead phone lines running to the caretaker's house ID 0328 and the ticket box at the entry gate ID 0328.

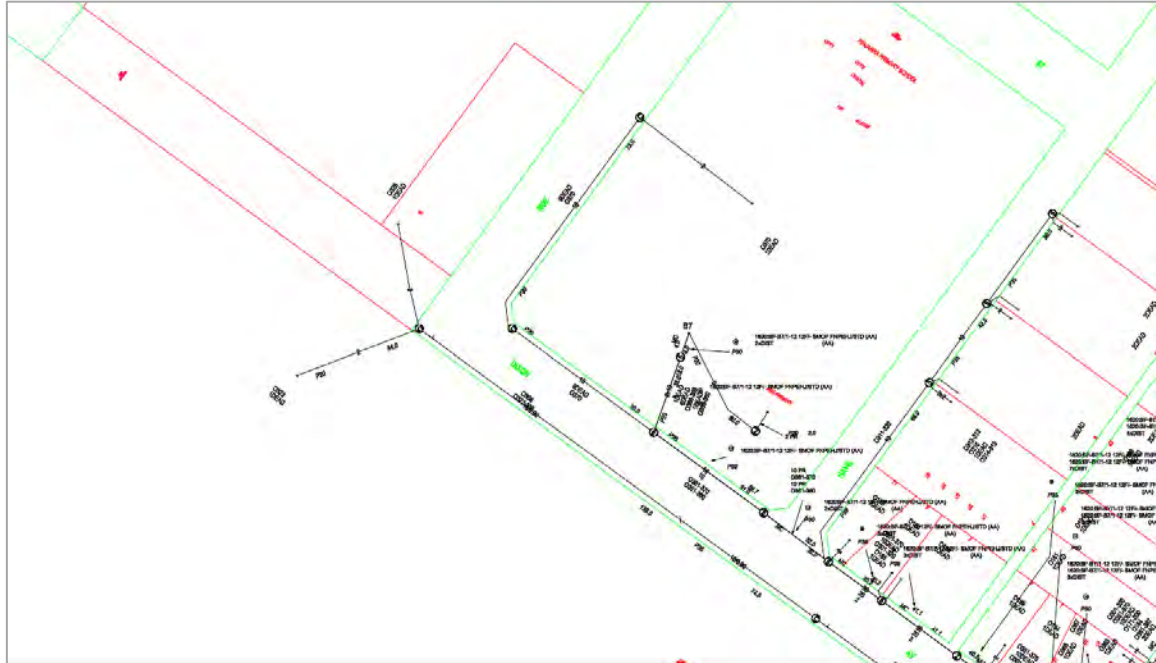


Figure 10: Telephone services in proximity to SRMSP

NBN Cables are shown in Figure 10.

There is a single cable running along the reserve side of Lovegrove Street servicing the Bowling Club.

The cable then runs along Dixon and Roe Avenues on the opposite side of the road to the reserve.

A line runs across the top of SRMO3 from Roe Ave to Sibbald Street along the unmade Peel Street.



Figure 11: NBN services in proximity to SRMSP

7. FACILITY UTILISATION

The primary building on SRMSP is the McLarty Pavilion, situated on the western wing of SRMO1 and leased to the Pinjarra Football and Netball Club. The venue is used extensively by the Club and external hirers. For example, in April 2021 the venue was hired for 17 full days and three half days in the month.

In addition to the external hire of the venue the club makes extensive use of the facility as follows:

- Changerooms:
 - All day Saturday each week
 - All day on about 10 Sundays for games
 - Training Tue, Wed, Thu; about 10 Friday night games.
- Kiosk / kitchen (serving meals in Function room):
 - Thursday night,
 - Friday night,
 - Saturday night (except if booked for another function which would coincide with an away fixture)

The McLarty Pavilion is very well used and offers home team change facilities for the PFNC.

All other users of the main oval and the away teams playing against PFNC teams must use the changeroom facilities in George Beacham Pavilion. This lower level of the pavilion is generally used every weekday afternoon for either cricket or football training and on the weekend for competition serving away teams, umpires and often female athletes (in generally poor conditions).

The upper floor of the George Beacham Pavilion was previously leased to the Pinjarra Cricket Club which used the facility as their clubhouse on Tuesday, Thursday and Friday evenings and most of each Saturday during the summer season.

Note that the Pinjarra Multipurpose Community Centre is leased to the Pinjarra Bowling and Recreation Club. Their use of the clubhouse and greens is independently managed by the Club and bookings data has not been captured. Peel Community Care use the western half of the community centre and operate during business hours Monday to Friday.

The Lovegrove Street Pavilion is used once a week year-round by the Sea Scouts and the old Equestrian pavilion is currently unused.

The 4 sports fields are allocated seasonally for football (SRMO1 and 3) and cricket (SRMO2,4 and 3) with some hockey training on SRMO2 and school use of SRMO3.

The utilisation patterns for the full suite of facilities within the precinct are provided as an attachment.

8. SPORTS PARTICIPATION

SRMSP currently hosts the following organized sports:

- Football Played on SRMO1 and 3
- Cricket Played SRMO2, 3, and 4
- Bowls Played on Greens A, B and C (under construction)
- Soccer Training on SRMO2 - games at South Yunderup
- Sea Scouts Using Lovegrove Street Hall

The precinct has previously accommodated the following activities

- Tennis Club now defunct
- Hockey Hook In2Hockey for children 5 – 8 years played on SRMO4
- Equestrian Fully relocated to Murray Regional equestrian Centre
- Basketball / Netball Courts adjacent to SRMO3 - defunct for over 20 years
- Fire brigade Training track defunct

AusPlay data released in May 2021 provided details of participation by sport and by state. The WA data for 2020 for sports associated with SRMSP is summarised below.

Child participation by age and gender	Total	0-4	5-8	9-11	12-14	Males	Females
						Total	Total
Estimated number of participants ('000s)							
Australian football	323.3	7.3	98.2	114.9	102.9	247.6	75.6
Bowls	1.3	0.0	0.0	0.0	1.3	0.0	1.3
Cricket	189.5	3.7	63.2	58.4	64.2	159.6	29.9
Football/soccer	696.1	63.7	249.4	202.6	180.4	512.1	184.1
Hockey	72.9	3.0	26.4	20.0	23.5	36.7	36.2
Tennis	284.8	18.0	98.8	83.7	84.4	175.9	108.9
Participation rate (%)							
Australian football	6.6%	0.4%	7.5%	11.8%	10.8%	9.9%	3.2%
Bowls	0.0%	0.0%	0.0%	0.0%	0.1%	0.0%	0.1%
Cricket	3.9%	0.2%	4.8%	6.0%	6.7%	6.4%	1.3%
Hockey	1.5%	0.2%	2.0%	2.0%	2.5%	1.5%	1.5%
Tennis	5.8%	1.1%	7.5%	8.6%	8.9%	7.0%	4.6%
Data in green to be used with caution			0.2%	Data in red unreliable			0.1%

Table 6: Child participation in sports played at SRMSP

Adult participation by Age and Gender	Total	15-17	18-24	25-34	35-44	45-54	55-64	65+	Males	Females
									Total	Total
Estimated number of participants (000s)										
Australian football	570.7	117.8	164.9	148.1	72.7	44.2	18.0	5.0	415.2	155.5
Bowls	318.1	4.8	7.2	12.6	12.3	17.1	44.4	219.7	187.8	130.3
Cricket	501.8	41.8	87.6	123.8	131.4	77.0	28.1	12.0	447.1	54.7
Football/soccer	1,158.0	195.5	263.1	325.5	207.1	125.0	33.7	8.1	848.0	309.9
Hockey	160.7	27.1	27.2	23.0	37.1	32.3	11.1	3.0	72.7	88.1
Participation rate (%)										
Australian football	2.7%	13.2%	6.9%	3.8%	2.1%	1.4%	0.6%	0.1%	4.0%	1.5%
Bowls	1.5%	0.5%	0.3%	0.3%	0.4%	0.5%	1.5%	5.3%	1.8%	1.2%
Cricket	2.4%	4.7%	3.7%	3.2%	3.8%	2.4%	0.9%	0.3%	4.3%	0.5%
Football/soccer	5.5%	21.8%	11.0%	8.4%	6.0%	3.9%	1.1%	0.2%	8.2%	2.9%
Hockey	0.8%	3.0%	1.1%	0.6%	1.1%	1.0%	0.4%	0.1%	0.7%	0.8%
Data in green to be used with caution				0.20%		Data in red unreliable				0.10%

Table 7: Adult participation in sports played at SRMSP

Table 8 uses the AusPlay data for WA in conjunction with the recorded residential population and demographic profile for the Shire of Murray and provides the projected level of participation compared to actual participation rates provided by the local Clubs.

Not all sports were able to provide a return. In every instance where current participation (member) data was supplied, the actual rate of participation within the Shire (at SRMSP) is below the projected rate. Bowls' participation is closest to the projected rate (71%) and has shown a steady increase since the new clubhouse was built. The new green may further increase membership. Football (62%) and cricket (34%) have experienced declining memberships in recent years with football losing more than half the junior membership enjoyed in 2018.

	AusPlay 2020 data released April 2021						Participation rate (%)						Sub-total child	Sub-total Adult	Total
	0-4	5-8	9-11	12-14	15-17	18-24	25-34	35-44	45-54	55-64	65+				
2021 Shire population	970	840	613	998	708	1,662	1,550	1,900	2,450	2,610	3,980	3,420	14,860	18,280	
Australian football															
AusPlay Rate	0.4%	7.5%	11.8%	10.8%	13.2%	6.9%	3.8%	2.1%	1.4%	0.6%	0.1%				
Projected Numbers	4	63	72	108	93	114	59	40	33	16	5	247	360	607	
Reported numbers												221	155	376	
Bowls															
AusPlay Rate	0%	0%	0%	0.10%	0.5%	0.3%	0.3%	0.4%	0.5%	1.5%	5.3%				
Projected Numbers	-	-	-	1	4	5	5	7	13	39	210	1	283	284	
Reported numbers													202	202	
Cricket															
AusPlay Rate	0.20%	4.80%	6%	6.70%	4.7%	3.7%	3.2%	3.8%	2.4%	0.9%	0.3%				
Projected Numbers	2	40	37	67	33	61	49	72	58	25	11	146	309	455	
Reported numbers												85	70	155	
Soccer															
AusPlay Rate	0.20%	2%	2%	2.50%	21.8%	11.0%	8.4%	6.0%	3.9%	1.1%	0.2%				
Projected Numbers	2	17	12	25	155	182	129	113	94	30	8	56	711	767	
Reported numbers														-	
Hockey															
AusPlay Rate	0.20%	7.50%	8.60%	8.90%	3.0%	1.1%	0.6%	1.1%	1.0%	0.4%	0.1%				
Projected Numbers	11	63	53	89	21	19	9	20	24	10	3	206	107	313	
Reported numbers												31	35	66	

Table 8: AusPlay v SRMSP comparative participation rates

Participation trends for senior cricket and football have (excluding the Covid-19 impact in 2020) been trending slightly upwards. The major decline for junior football in 2020 was a compounding effect of Covid-19, the lack of an Auskick coordinator and a shortage of volunteers. It is anticipated that numbers will recover.

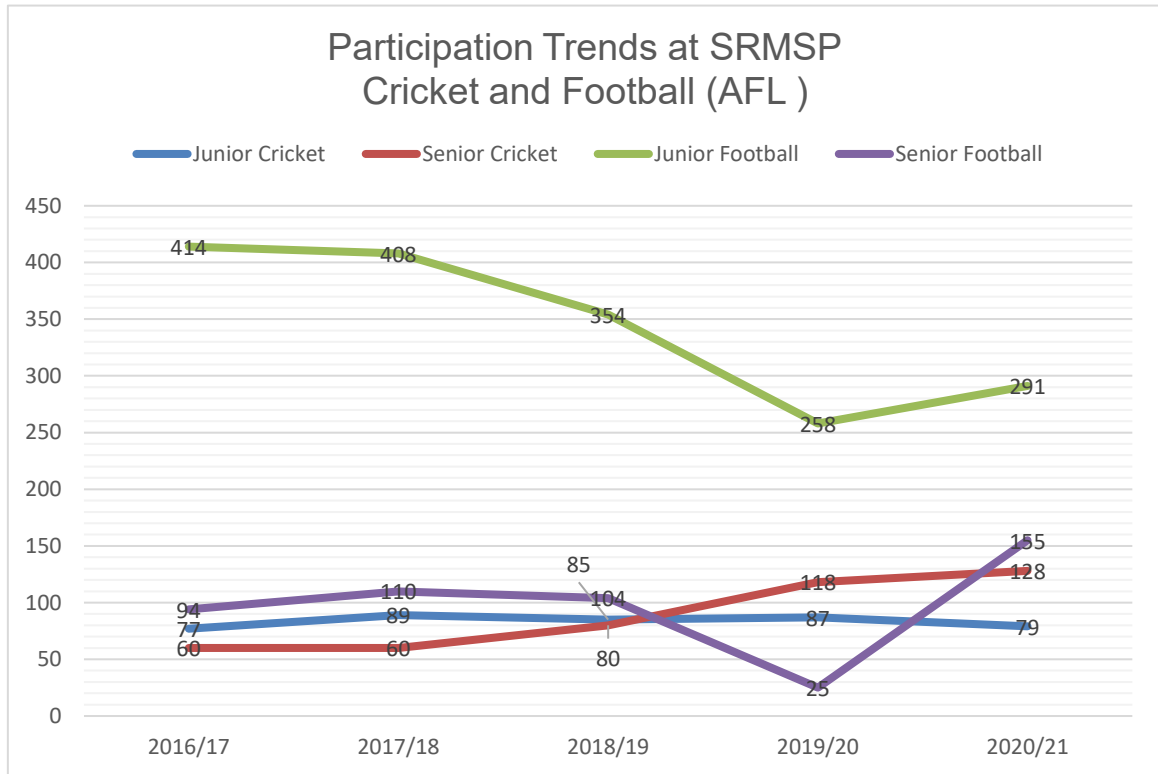


Figure 12: Participation trends for cricket and football at SRMSP
 Note the impact of Covid-19 on football season 2020

9. STAKEHOLDER CONSULTATION

9.1. Primary Stakeholders

There were multiple discussions with the key user groups at SRMSP over the course of the study. Round 1 of the consultation program was data gathering, seeking club information such as membership numbers and trends, activity times for training and competition and their facility needs and aspirations.

This information was collated and analysed and a series of precinct development options were explored. The investigations were based on club needs, previous studies, facility audit and condition assessments and facility guidelines.

Round 2 of the consultation program was then initiated where a variety of draft master plans were tabled and discussed.

It is important to note that the labels, numbers and general descriptions provided on the draft plans have changed over time.

To assist with the interpretation of the notes below earlier versions of the master plan identified proposed pavilions as 3 (now C), 5A (now B), 5B (removed) and 6 (removed).

9.1.1. Pinjarra Football and Netball Club

A number of conversations were held with the PFNC during the course of the study culminating in a workshop on 28 April 2021 where the draft master plan was presented.

There was an acknowledgement and support for the general intent of the draft master plan with the following feedback:

- game day entry & vehicle flow needs to be considered when Roe Ave entry is closed
- gates and perimeter fencing must be provided to enable a charge for entry
- consider a one-way flow of traffic if possible (to be developed in detail by Shire as part of next phase)
- enable country footy parking around oval through controlled access to grassed area.

Options discussed for future facility provision included:

- Demolish George Beacham Pavilion

There was a general acceptance that it would be best if George Beacham Pavilion was demolished rather than upgraded, noting however that the changerooms in GBP currently service SRMO1, 2, 3 and 4 and would need to be replaced.

- Add to proposed SRMO3 pavilion

To use these facilities to service SRMO1 as well as SRMO3 the pavilion should be built as close to SRMO1 as possible for ease of access for away teams and umpires. Some concern was expressed that away teams may simply leave after the games if they were separated from PFNC building - loss of bar trade opportunity.

- Add to the existing McLarty pavilion

A new set of home and away changeroom, shower and toilet facilities plus umpires' rooms and a first aid room could be added to either the northern or southern end of the existing McLarty Pavilion.

- Redevelop the facilities within the Enzo Menara Pavilion

An internal redevelopment of the existing pavilion to provide home and away (male and female) changerooms. The public toilets to the north of the pavilion would need to be maintained or replaced and umpires' rooms and a first aid room would be required to be included in the redevelopment.

This internal upgrade idea was noted as requiring further consideration including:

- Rationalisation of the size of the warm-up room
- Need for a trainer's room
- Better utilisation of the corridor between changerooms and clubhouse

Over-use of SRMO1 was raised (potentially in excess of 35 hours per week). Installing sports lighting on SRMO3 would help balance the load by transferring some training to this field. Upgrading the lighting on SRMO1 to LED was raised as highly desirable.

SRMO3 oval and pavilion would be able to be used by PFNC on marquee days.

Further comment received 9 June 2021 advised that the Club would look to redesign the existing PFNC changerooms. There was acknowledgement of the height difference in the roof from front of building to back which may add to the cost of redesign and renovation.

The Club's view was that the most cost-effective approach may be to leave the design as is and add toilets and showers for women's changerooms to the back of the building.

PFNC is facing some major upgrades to their leased facility in the short-term including:

- Create women's changerooms
- Air-condition the pavilion
- Upgrade the kitchen
- Replace the scoreboard
- Upgrade security lighting in the carpark

In the longer term the Club strategic plan proposes further works including:

- Construct outdoor netball courts
- Upgrade of clubhouse
- Upgrade lighting (LED) to meet lux standard
- Add away team and umpires' changerooms onto existing building
- Recarpet the pool room
- Upgrade the wooden floor
- Improve operational efficiency of entry gate shed

They indicated that they would require financial assistance and support to undertake the works and it was noted that any upgrades would need to be done in the off season. League bylaws state that these facilities / amenities must be provided on game days (season from March to October).

9.1.2. Pinjarra Junior Football Club

This club is the first user of the newly created SRMO3 playing field although their storage facilities and access to amenities are associated with the PFNC pavilion on SRMO1.

The club acknowledges and welcomes the plans to establish a pavilion and install sports lighting on SRMO3 and will make use of these facilities.

9.1.3. Pinjarra Cricket Club

A meeting held on Monday 24 May 2021 presented a series of clubhouse and changeroom options for consideration by the Pinjarra Cricket Club as shown below. Retention and renewal of the George Beacham Pavilion (GBP)

- Addition of changerooms for cricket to the Pinjarra Multipurpose Community Centre and sharing the social facilities provided to the Pinjarra Bowling Club (6)
- Construction of a new clubhouse and changeroom facility at the southern edge of SRMO2 and SRMO4 (5A)
- Construction of a new clubhouse and changeroom facility at the northern edge of SRMO2 and SRMO4 (5B)

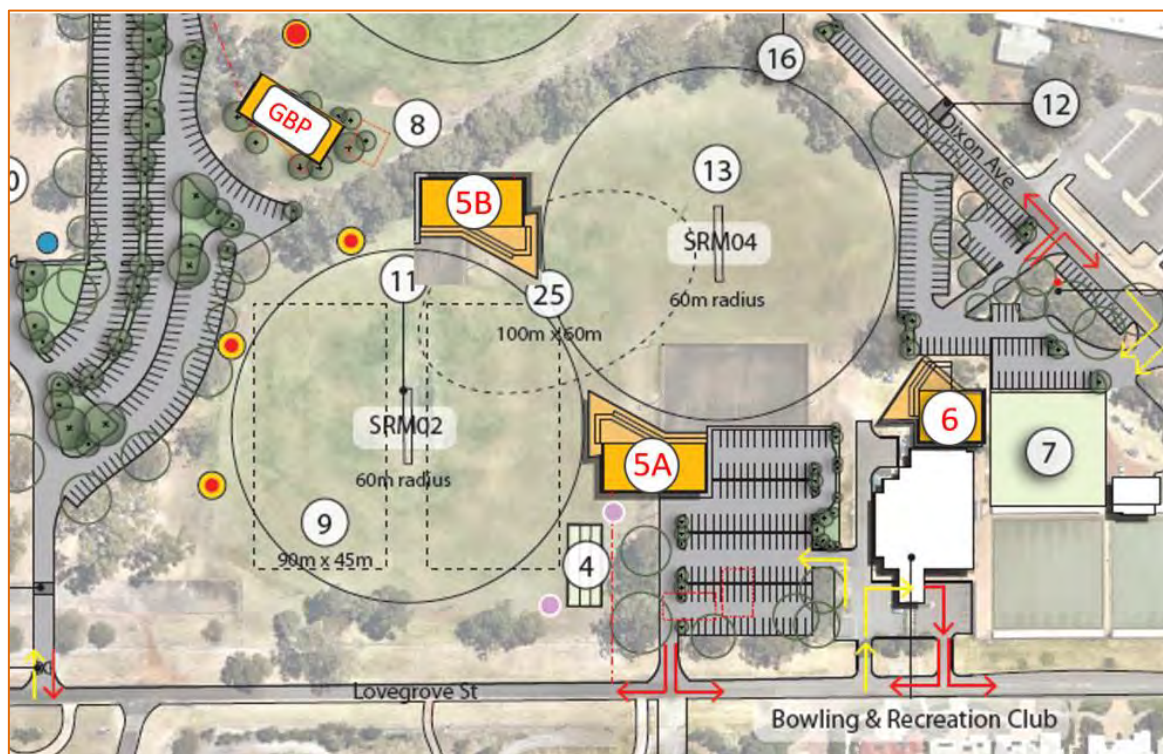


Figure 13: Options for Cricket facilities at SRMSP

The PCC Committee and members who attended the workshop advised that the PCC's preferred option for the Sir Ross McLarty Master Plan in relation to the future clubhouse location is building 5B. The benefits for this new location were identified as follows:

- The northern location gives prime viewing for both ovals (even if turf is moved at a later date to the other oval)
 - a) The PCC accepts that consideration has been given to 5A that it would be

slightly angled to face less into the sun, however 5B means that this adjustment and sun accommodations would be reduced or unnecessary

- 5B is a more suitable location to the proposed playground. (Several parents have expressed concerns with the distance option 5A places the building from the proposed playground);
- The current training facilities can continue to be utilised for the time being and relocated or upgraded at a later date with less infrastructure change
- The Football club and community would be able to utilise the changerooms in a more accessible location to the central oval (SRMO1) and the school oval (SRMO3)
- The additional car parking next to option 5A would not be required as sufficient parking could be utilised at the proposed parking for the football oval
- The turf wicket would not require moving
- Financial benefit for the Shire with reduced costs (possibly \$900,000 based on the costings provided)
- Will remain a great location for dual use clubs that choose to share the clubhouse during the winter months.

The PCC acknowledged that 1 or 2 trees may need to be removed to achieve the 5B location.

The PCC Committee advised that it is committed to working with the Shire of Murray including fundraising and supporting and undertaking grant applications to achieve an exciting new clubhouse for the future use of the Cricket Club and the community.

If there is a significant reason this location should be discounted, the PCC are supportive of the proposed location on the southern side (5A) however it is felt that 5B would have many benefits as outlined above.

9.1.4. Pinjarra Cricket Club Premises Working Group

This group was established by the Shire of Murray to address the interim and long-term accommodation options for the Pinjarra Cricket Club following notification of non-compliance issues with the George Beacham Pavilion.

The Working Group comprises Shire Councillors and Shire staff and representatives of the Cricket Club. The group has met on a number of occasions and reports to Council. The recommendation of the working party is that:

- the George Beacham Pavilion is demolished and a new facility is built to service Ovals 2 and 4 to be shared by the Pinjarra Cricket Club and the Pinjarra Hockey Club.
- the Pinjarra Cricket Club relocate to the Lovegrove Street Hall for a period of 5 years under an exclusive use arrangement.
- the Shire and the Pinjarra Cricket Club develop a schedule of works to make the Hall secure, safe and functional, and that the costs for the works are shared.

The minutes of the meeting are included as an attachment.

9.1.5. Pinjarra Bowling and Recreation Club

Early meetings discussed options for short term and permanent sharing with the Pinjarra Cricket Club. The Club could see some advantages in embracing the cricket members but was not keen on a long-term sharing arrangement citing potential liquor licensing, bar trade and social facility timing and sharing conflicts.

Meeting on 24 May 2021 revisited the options and presented options for cricket including retain / refurbish George Beacham, join with Bowls and develop a standalone facility for cricket focused on SRMO2 and 4.

Discussions confirmed the PBRC did not support a long-term sharing arrangement and acknowledged the benefits to cricket of building a stand-alone facility.

The PBRC did however extend an invitation to the Cricket Club to use the PBRC facility if access to the George Beacham Pavilion was not permitted. This would be on a hire only basis with no share of bar trade.

The PBRC also acknowledged the likely competition from a new social facility if developed for bowls but accept the reality of competition between facilities at SRMSP that would rely on differentiation of offerings and appeal to the market (and pricing).

The Club noted that proposed future works included repurposing Green B, covering Green A and installing parking to the north of Green C. this parking area needs a separation of 3m from blockwork wall to carparking to cater for light poles and landscaping. The Club also requested consideration of the installation of a doorway from bowls social area to the common board room.

9.1.6. Peel Community Care

This community service operation is a co-tenant of the Pinjarra Bowling and Recreation Club building with a lease over the majority of the western portion of the building. The service operates independently of the bowling club although the board room is designated part of the common area within the building. The Bowling Club have expressed a desire to install a door directly into the board room from their social room to make access easier. The PCC would prefer to secure exclusive access to the room for additional office space.

The concertina wall that allows the dining room adjacent to the PCC kitchen has a concertina wall that separates it from the bowling club social area and bar. The wall is now permanently closed and the dining room has become by default an exclusive PCC space although it is part of the common area. The PCC have installed a separate cool room for their meals on wheels operation and the western entry doors, installed to readily admit cricket players into the building are now redundant.

9.1.7. Pinjarra Primary School

Meetings were held initially with the school principal and subsequently with Manager of Corporate Services and Deputy Principal and a representative of the Department of Education regarding school use, access and parking needs. It was suggested:

- Do not close Roe Ave as school needs bus and parent access and option of using kiss and drop
- Provide ready access the SRMO3 for school use
- Install traffic calming measure on Roe Ave and Dixon Ave to slow traffic but allow parents and buses to access. Formalise raised pedestrian school crossing to the oval.

- Have pedestrian access at proposed Roe/Sibbald connection with raised pedestrian crossing formalise school crossing to SRMO3 and also from school across to Dixon.
- Have a speed hump on Roe Ave opposite middle of kiss and drop but not on Dixon
- Allow for footpath on reserve side of Dixon to access carpark area where parents are parked.

9.1.8. Pinjarra Hockey Club

The club was established in 1973 and currently plays and trains at the Mandurah Hockey stadium. They previously fielded 4 senior and 6 junior teams but is now reduced to one senior men's, one senior women's and two junior teams (in association with Frederick Irwin school). A total of 70 members.

The club is currently running a local grass roots In2hockey junior's program at SRMSP. The two grass fields that were shown together with the 5A club room proposal looked promising and the Club recommended additional lights and a half field turf to enable senior training, junior games and a social summer competition. They flagged an interest in using PBRC Green B as a synthetic turf training space.

They would like to be considered the winter season user of SRMO2 and SRMO4 and establish a home at SRMSP making use of the pavilion for these ovals. Training would be held on Wednesday evening (seniors under lights) and on Saturday morning (juniors In2hockey).

9.1.9. Murray Districts Sea Scouts

This group has 40 members aged 5-24 years with the majority in the 8-10 year age group. They currently operate in the Lovegrove Street Hall and at the Scouts Boat Shed in South Yunderup. They meet every Monday and hosting around 4 overnight camps each year. The venue is not ideal in terms of amenity and location. As Sea Scouts their preference is to be located near water (e.g., at Batavia Quays in South Yunderup) to practice their skills.

As an interim venue the refurbished Pony Club pavilion at SRMSP would suffice. Their requirements have been detailed as:

- Space for about 50-60 kids inside
- Outside area (events space is fine)
- Kitchen / kitchenette
- Double gate entry for trailers and boats
- Storage with ready vehicle access (40sqm is good!)
- Wheelchair access
- Toilets essential - showers would be great...

9.2. Secondary stakeholders

Ongoing dialogue has been undertaken with the regional manager of the Department of Local Government Sport and Cultural Industries (DLGSC). The general design principles in this report were disclosed and generally supported with the following comments noted regarding the draft master plan.

- Supported the idea of new stand-alone / additional changerooms to service away teams and female athletes on SRMO1 if needed for PFNL participation
- DLGSC have been supportive of two sets of Home and Away Changerooms under these conditions
- Some merit in adding additional changerooms (home and away) onto SRMO3 pavilion but noted concern that seniors would not prefer the option due to distance from club
- Redeveloping George Beacham Pavilion ground level changerooms not the preferred option
- Suggested a new set of changerooms to the south, rather than to the north, of the existing PFNC pavilion.
- Facilities south of the PFNC pavilion could also provide public toilets to service the proposed playground
- Acknowledged the benefits of redeveloping the existing leased PFNC changerooms but should not be the preferred option

9.2.1. WA Netball Association

Discussions with Netball WA confirmed a desperate lack of regional standard netball facilities in the Peel region. The Association is seeking to secure a suitable site in Mandurah to establish a new complex of up to 32 courts. The Association advised that they did not see SRMSP as a suitable location for their regional competition venue due to its distance from Mandurah. They also advised that netball training facilities in the Shire of Murray were seen to be adequate.

9.2.2. WA Cricket Association

1. George Beacham Pavilion

The WACA is supportive of the demolition of GBP given the building doesn't meet general facility guidelines and is supportive of a new stand-alone facility being built. It would also be the WACA's position to look at having a shared user for this facility such as an alternative sporting club (winter code - e.g., hockey) and that the facility is designed to allow for flexible use by a range of users as stated in Section 2 of the Community Cricket Guidelines (page 27).

2. New Stand-Alone Facility

Changerooms, storage, kitchen, public toilets, viewing, social space for 120. Options are 5A (on the southern boundary between SRMO2 and SRMO4) or 5B on the northern boundary.

The WACA's preferred option would be 5A (now B). The reason being is that it is located on the east-west axis of SRMO2 the main cricket oval. In the design phase I would suggest ensuring the facility avoids direct west facing to limit the sun exposure for spectators and that fact that is next to a car park and vehicle drop-off areas is critical as it creates pathways that promote easy access and a way to the building and its amenities.

Further to this the proposed location of the training nets (3 on master plan) would provide close car parking for members to access these facilities and then to flow directly into the 5A clubrooms after training rather than having to pack up and move right across the ground after training. Our guidelines also suggest that 3 – 6 pitches

be provided at a club home ground and with the new 3 lane facility on SRM03 I would suggest 3 lanes would be more than enough in this upgrade.

In regard to our recommended sizing regarding certain spaces in the facility please see below:

- Changerooms: 2 changerrooms per playing field 20 – 30m² x 2
- Amenities: 2 amenities per playing field 20 – 25m² x 2
- Storage:
 - Internal: 30m²
 - External: 30m²
- Kitchen: 15 – 25m²
- Social Space: 100 – 150m²

9.2.3. WA Football Commission

Notes from a meeting with representatives of the WAFC are captured below.

- Reference for AFL provision can be found in the AFL Preferred Facility Guidelines.
- 150+ lux lighting is ideal for viewing night football and would be best considered for the 'main oval'. Lighting on the secondary oval to be done in line with minimum standards (i.e., 100 lux for matches).
- Supportive and keen to partner with the Shire in utilising Ausco to deliver the secondary oval changerroom portion of the project. There has been great feedback from South Australia & Victoria using this supplier model.
- Inclusion of the away rooms as a third changerroom in the secondary changerroom building on SRMO3 makes a lot of sense on the assumption that there is a clear connection to the main oval.
- SRMO facility audit by the WAFC supplied for reference. Notable flags are poor away rooms and that the umpire's room is not 'all gender'.

The WAFC have indicated they would be keen to provide support to the Shire for funding applications and also flagged an interest in including AFL funding support for the project.

9.2.4. Hockey WA

Discussion with Hockey WA confirmed that despite a strong focus on synthetic turf facilities, access to grassed playing fields remains a priority for development for the sport. The association is supportive of the accommodation of the Pinjarra Hockey Club at SRMSP and were strongly supportive of the local club being identified as a winter user of the proposed Pavilion (B) servicing SRMO2 and SRMO4.

Hockey WA were also keen to encourage the development of the additional changerrooms (D on the master plan) and for lighting on SRMO2 to be increased to 250Lux for training purposes.

The Association has recently appointed a Development Officer for the Peel region who will be able to assist in the club's resurgence.

It was noted that Kwinana now part of the Peel Hockey region and will bring additional strength to the area.

10. DESIGN BRIEF

Based on the background research and consultation findings in the earlier stages CCS has developed a comprehensive statement of need for each of the stakeholder groups for consideration for inclusion within the precinct.

10.1. Design Philosophy

The overarching design philosophy is to provide a fully functional, easy to use and visually appealing sporting precinct that engages the senses and is an enjoyable place to visit. The aim is to create an innovative, contemporary, functional and flexible facility designs that enhance the existing amenities and be considerate of the prevailing climatic conditions of the location of the precinct.

Accordingly, the following design philosophy has been applied.

- Acknowledge the location of the precinct, its surrounds and adjoining properties and access routes, including the proposed western by-pass route
- Consider landscape and buildings as an integrated and sustainable system, within a broader ecological context
- Ensure facility legibility through design, connections and both directional and information signage
- Structures that do not exude an aesthetic appeal should be refurbished, repurposed or removed.
- Consider co-location of user groups into multi-user facilities and the need for flexibility and adaptability of spaces
- Consider whole of life costs for facility development and refurbishment balancing the functional needs of the user groups, with energy efficiency, materials and equipment replacement requirements
- Seek development and funding partners as part of each facility development project where possible
- Ensure compliance with regulations, standards and guidelines such as:
 - o Facility specifications from State and National Sporting Associations
 - o PLA WA Guidelines for Community Infrastructure
 - o The Shire's Access and Inclusion Plan
 - o Local and State planning legislation
 - o AS 2560 for sports lighting

10.2. Development Rationale

The following principles were applied to the master planning process.

PLAYING FIELDS

- hydrozone reticulated grassed playing surfaces
- district level senior sport size fields in accordance with the rules of the sport
- sport specific equipment as required (goals / nets / scoreboards / side screens / coaches' boxes, interchange benches)
- provision of or at least allowance for sports lighting
- readily accessible parking

PAVILIONS

For each of the pavilion developments (changeroom and clubhouse) the facility guidelines issued by the relevant sport (where available) were used as a guide. For example, the following extract is taken from the AFL's preferred facility guidelines 2019 for local club facilities. Note that this summary includes provision for timekeepers, match officials, doctor's rooms, massage rooms, an office and a gymnasium.

LOCAL FACILITY AREA SUMMARY					
No.	Room Name	Area	No.	Room Name	Area
01	Social Room	100m ²	11	Change Room 1	55m ²
02	Timekeeping	10m ²	12	Amenity Room 1	21m ²
03	Office	15m ²	13	Massage Room 1	10m ²
04	First Aid	15m ²	14	Doctors Room 1	10m ²
05	Kitchen / Kiosk	20m ²	15	Change Room 2	55m ²
06	Storage	20m ²	16	Amenity Room 2	21m ²
07	Third Umpire / Match Officials	10m ²	17	Massage Room 2	10m ²
08	Umpire	25m ²	18	Doctors Room 2	10m ²
09	Utility	5m ²	19	Gymnasium	23m ²
10	Acc.WC	7m ²	20	External Covered Area	50m ²
10	Female WC	13m ²	21	Corridors	72m ²
10	Male WC	13m ²			
Total: 590m²					

Figure 14: Facility guidelines for local level senior Australian football

The Pinjarra Tigers Football Club plays in the Peel Football League. It could be argued that their facilities at SRMSP should be of regional standard. The major difference between local and regional standard facilities is that a larger area is allocated to each room, for example changerooms are increased to 70m² and the social room is proposed at 150m². The overall effect is an increase in the floor area from 590m² to 728m².

Smaller team sizes, e.g., 11 players for hockey, cricket and soccer compared to 18 for football (excluding reserves and interchange players) suggest that player amenities areas can also be smaller. Soccer changerooms as promoted by Football NSW can be as small as 19m².

For this exercise we have adopted the AFL's local club facility size as the template for the SRMO3 pavilion C (55m² changerooms), and smaller areas for SRMO2 pavilion B (35m² changerooms).

Some of the specific rooms in the AFL guideline (e.g., gymnasium, timekeepers' room) are not considered as critical spaces by other sports. Accordingly, a base level of provision has been considered as follows.

- 2 x gender neutral changerooms sized according to major user
- 1 x gender neutral umpire's room (20m²)
- 1 x first aid room (15m²)
- 2 x secure club storage areas (15m² each)
- public toilets (M / F / UA) (25m²)
- kitchen / canteen facilities (20m²)
- covered spectator viewing (50m²)
- provision of or at least allowance for future social facility development (120m²)
- readily accessible parking

PRECINCT ACCESS

The proposed western deviation road connecting Pinjarra Road to Greenlands Road, will via Wally Promenade provide a connection to Lovegrove Street. It is proposed to designate Lovegrove Street as the official entry to SRMSP, complete with entry statement and access control gates. This will allow the current main entry gates at Roe Avenue to be closed and for traffic to be diverted away from the school by introducing traffic calming devices on Roe Avenue and Dixon Avenue.

Improved linkages around the site are proposed by connecting Roe Avenue to Sibbald Street and providing improvements to the Longo Ave (second) site entry associated with the development of SRM03.

These access changes also allow for site parking to be kept peripheral to the sporting amenities making it safer for players and spectators.

SERVICES UPGRADE

Preparing a master plan for the precinct allows for consideration of the long-term service requirements on the site. As detailed in section 6, only the Pinjarra Multipurpose Community Building is connected to sewer. Figure 25 shows existing and potential sewer lines that were investigated during the study.

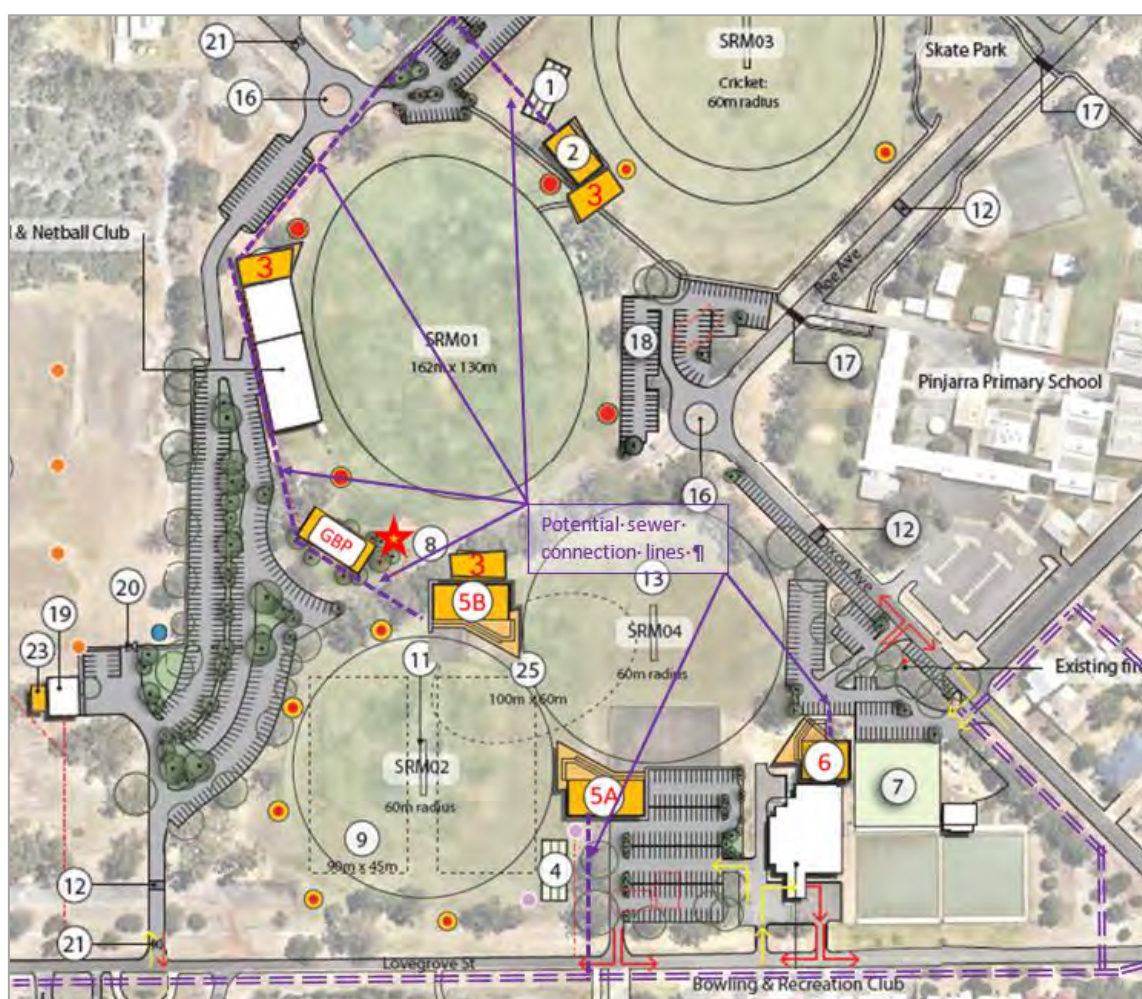


Figure 15: Potential sewer connection lines

Electrical supply and reticulation on site will require improvement including:

- A new SMSB and mains with a new circuit breaker to accommodate an increased amp rating
- Electrical service and submain cabling to new installation points (pavilion and sports lighting)
- Western Power Headworks

11. SOLUTIONS MATRIX

The following sports and activities are currently active and accommodated at SRMSP.

- Australian Football
- Cricket
- Scouts
- Bowls
- Hockey
- Skateboarding

It is intended that each activity currently using the precinct continues to be accommodated whilst allowing for their future needs. It is intended that accommodation for rectangular field sports (soccer, hockey, rugby), at least for training and skills development purposes is maintained at SRMSP.

The previous focus for rectangular field sports has been SRMO2. Given that all rectangular field codes are winter sports and very compatible with cricket in the summer season, there needs to be an allowance for sports lighting to be improved and upgraded to LED. Small ball sports such as cricket and hockey require 250 lux under AS 2560.

It is noted that hockey, tennis, netball, basketball and equestrian activities are no longer active on site. Equestrian activities have relocated to the Murray Regional Equestrian Centre and Hockey can be readily accommodated on the grassed playing fields with a tailored maintenance regime,

Hardcourts for netball and basketball were removed long ago and following the demise of the Pinjarra Tennis Club, the intention is to remove the tennis courts to allow SRMO4 to be expanded to accommodate a full-size cricket oval.

Future Hardcourt complex

This study was unable to qualify demand or need for tennis courts, netball courts or basketball courts to be provided at SRMSP. It is possible that demand may emerge in the longer term and accordingly a future hardcourt complex has been provisioned (up to 20 courts) on the master plan but has not been included in costs estimates.

Australian Football Facilities

AFL is the principal winter season sport at SRMSP fielding both seniors (men's and women's teams) and juniors (boy's and girl's teams). Current facilities include:

Feature	Amenity	Measure	m ²	Suitable for future use
SRMO1	Main oval	160m x 127m		✓
	Sports lighting	150 lux		?
	Scoreboard	Electronic		✗
SRMO3	Secondary oval	165m x 140m		✓
PFNC Pavilion	Office	6.1m x 3.8m	23	✓
	Stationery store	2.5m x 2.0m	5	✓
	Kitchen dry store	2.5m x 2.0m	5	✓
	Kitchen	5.1m x 5.7m	29	✓
	Social room	28m x 11m	308	✓
	Public toilets (M/F)	11.9m x 3.24m	39	✓
	Bar servery	5.6m x 4.0m	22	✓
	Coolroom	6.0m x 3.5m	21	✓
	Bar dry store 1	2.2m x 2.6m	6	✓
	Bar dry store 2	8.6m x 2.0m	17	✓
	Verandah 1	34.0m x 3.0m	102	✓
	Pool/meeting room	7.5m x 10.8m	81	✓
	Store	7.5m x 5.5m	41	✓
	Access corridor	2.75m x 16.5m	45	✓
	Male changeroom	5.6m x 8.2m	46	✓
	Female changeroom	5.6m x 8.2m	46	?
	Trainer's room	3.9m x 8.2m	32	✓
	Shower toilet room	3.7m x 8.2m	30	?
	Warm-up room	19.2m x 8.2m	157	✓
	Public toilets (M/F/UA)	3.8m x 12.7m	48	✓
	Coaches' room	3.8m x 5.4m	21	✓
	Verandah 2	29.5m x 4.3m	126	✓
	Upstairs corridor	7.4m x 1.2m	9	✓
Coaches' box 1	3.8m x 28.m	11	✓	
Coaches' box 2	3.4m x 2.8m	10	✓	
Media centre	18.5m x 4.0m	74	✓	
George Beacham Pavilion	Away team changeroom 1	N/A		✗
	Away team changeroom 2	N/A		✗
	Umpires' changeroom	N/A		✗

Table 9: Existing facilities on site for AFL

Note that the social rooms and changeroom facilities that comprise the PFNC pavilion are leased to the Club. The Shire is unable to allocate use of the changerooms as an amenity to hirer's of SRMO1.

The preferred option is to demolish George Beacham Pavilion and to replace the amenity it provides through other means. Key in this is the provision of away team changerooms and accommodation for female athletes (gender-neutral facilities).

First Aid and umpires' facilities are also required.

It is critical that these new amenities are provided before George Beacham Pavilion is removed from service and demolished. The need for new changerooms, first aid and umpires' rooms to service SRMO1 could be accommodated:

- as a northern extension to the existing PFNC building
- as a southern extension to the existing PFNC building
- as part of an expanded changeroom facility to service SRMO3 - the additional changerooms aligned to SRMO1

Note that future AFL requirements and PFNC club aspirations include:

- Replace / upgrade the scoreboard on SRMO1
- Upgrade the 150 Lux sports ground lighting on SRMO1 from metal halide to LED and potentially increase the lighting level
- Installation of a minimum 100Lux LED sport lighting to SRMO3 to ease the training load on SRMO1
- Improved amenities (shower, toilet, change) within the existing PFNC building (Enzo Menara Pavilion) to better accommodate home team male and female athletes

The current layout of the Enzo Menara Pavilion is shown in Figure 24. It provides two change areas designated men's and women's, one trainer's room, a large training / warmup area and one set of toilets and showers. It does not offer first aid, umpire's, doctor's or massage rooms as outlined in the AFL guidelines.

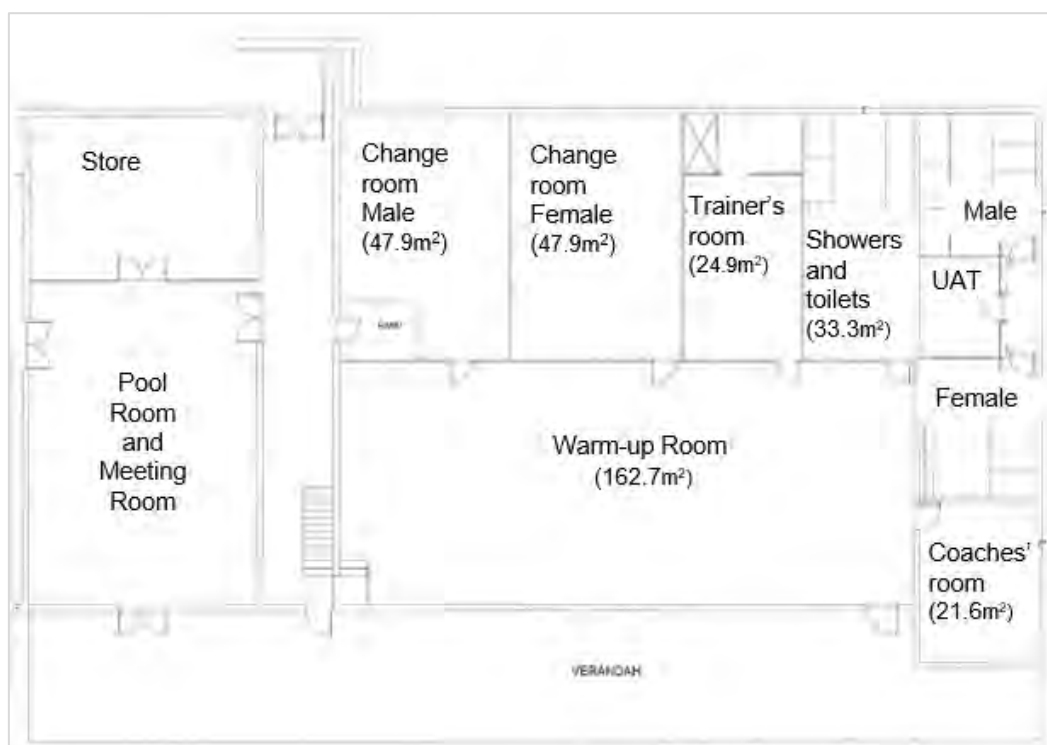


Figure 16: Current layout of Enzo Menara pavilion servicing SRMO1- leased to PFNC

It may be possible to reconfigure the existing area to provide improved facilities in line with AFL Facility Guidelines. The modifications shown below are primarily to better

accommodate female athletes. It does not offer a dedicated first aid room. The doctor's and massage rooms are shown as combined areas.

Redevelopment would however be subject to surrender of the lease over the area by the PFNC or deferred until the expiry of the lease in 2031.

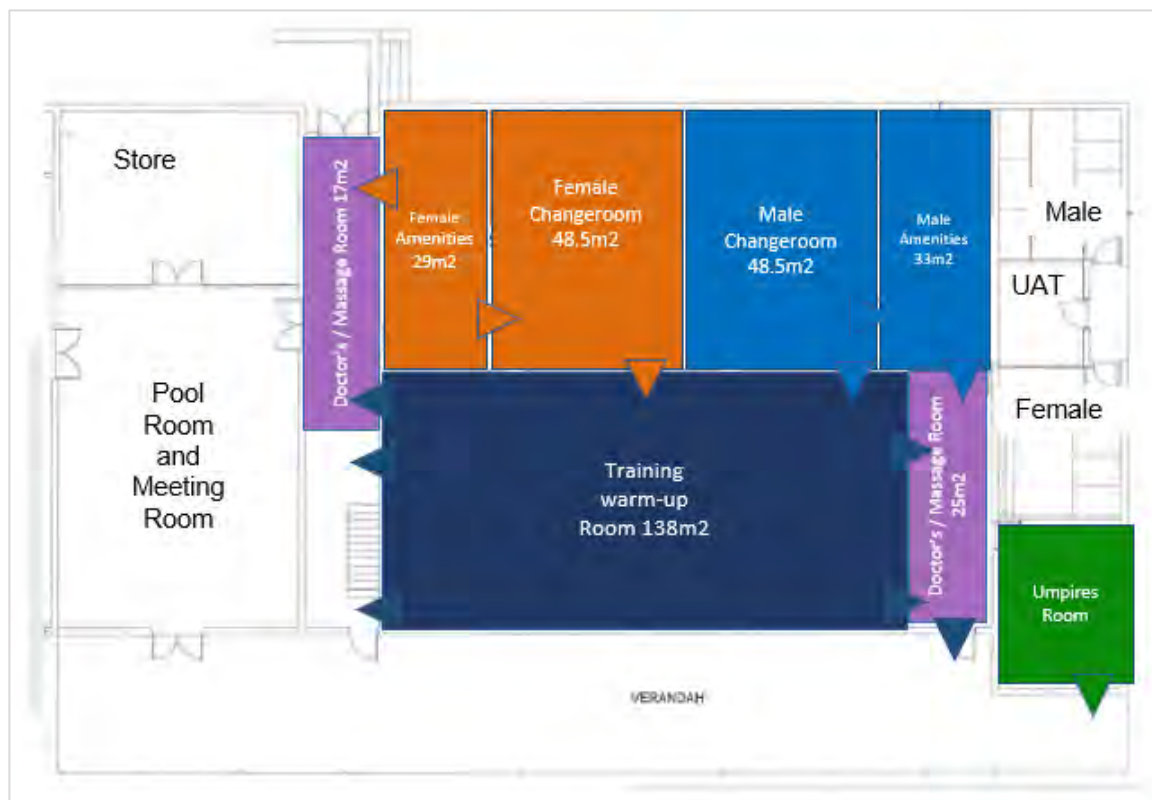


Figure 17: Potential development of Enzo Menara pavilion for improved facilities for SRMO1

The intention is to provide facilities to service SRMO3, of which junior football will be a principal user.

The general specification for a local AFL facility such as that required on SRMO3 is detailed in section 11.2.

If the solution to AFL changeroom needs to service SRMO1 away teams is to provide additional facilities as part of the proposed SRMO3 pavilion (C), the design brief would be as shown in Table 11.

If the solution is to add a single changeroom (and associated amenities) to either the north or the south of the existing PFNC pavilion, those elements with an orange shading would be required. If there is the need to provide 2 changerooms (for both home and away teams noting that the PFNC changerooms are leased), the area required is shown in green.

	Element	Area (m2)	Comment
1	SRMO3 Social room	-	To be added later if required
2	timekeeping	-	To be added later if required
3	Office	15	Perhaps not necessary
4	First aid	15	Opening toward SRMO1
5	Kitchen	20	Servery opening to SRMO3
6	Storage	20	Could be increased

7	Third umpire	-	To be added later if required
8	Umpires room	35	Opening toward SRMO1
9	Utility	5	
10	Public toilets	25	Male Female and UAT
11	Changeroom 1	55	Serving SRMO3
12	Amenity room 1	25	Serving SRMO3
13	Massage room 1	-	Not required for juniors
14	Doctors room 1	-	Not required for juniors
15	Changeroom 2	55	Serving SRMO3
16	Amenity room 2	25	Serving SRMO3
17	Massage room 2	-	Not required for juniors
18	Doctors room 2	-	Not required for juniors
19	Gymnasium	-	Note required for juniors
20	External covered area	100	Verandah on both sides
21	Circulation	25-35	Dependent on design
22	Changeroom 3 SRMO1	70	Serving SRMO1
23	Amenity room 3	25	Serving SRMO1
24	Massage room 3	15	Serving SRMO1
25	Doctors room 3	15	Serving SRMO1
26	Changeroom 4 SRMO1 - pavilion G	70	Serving SRMO1
27	Amenity room 4	25	Serving SRMO1
28	Massage room 4	15	Serving SRMO1
29	Doctors room 4	15	Serving SRMO1
	Total footprint internal	455	Pavilion C
	Total footprint internal	555	Pavilion C
	Footprint if 1 changeroom added to PFNC	230	Assumes 1 umpires' room is within PFNC pavilion
	Footprint if 2 changerooms added to PFNC	395	Includes 2 umpires' rooms

Table 10: General specification for AFL standard pavilion suited to SRMO3 / PFNC

Cricket Facilities

Cricket currently makes use of the George Beacham Pavilion and nearby practice nets. These facilities are located near SRMO1. The main focus for cricket is the turf wicket block on SRMO2. They have used SRMO4 for juniors (small field) and will now enjoy facilities on SRMO3 comprising a synthetic wicket and 3 bay practice net installation.

Options explored for the provision of suitable facilities for cricket include:

- Refurbishment and upgrade of George Beacham Pavilion to both social and changeroom facilities
- Addition of changerooms to the Pinjarra Bowling and Recreation Club and shared use of the Bowling Club's social facilities

- Construction of a new stand-alone pavilion to service SRMO2 and SRMO4 located between the fields on the southern boundary
- Construction of a new stand-alone pavilion to service SRMO2 and SRMO4 located between the fields on the northern boundary

The turf wicket block is vitally important to the club and seen as the principal focus of cricket, which largely dictates where the pavilion should be. This prevents moving the principal focus of cricket to SRMO3 which is equipped with a synthetic wicket.

Accordingly, the recommended option is for a new stand-alone pavilion to service SRMO2 and SRMO4 located between the fields on the southern boundary. This option provides good accommodation for cricket but also best serves potential winter users of SRMO2 and SRMO4.

Allowance has been made in the master plan for future expansion of the Pavilion B to provide two sets of changerooms (subject to demand) in line with the principle of one set of changerooms for each playing field.

Given that the proposed seasonal users of pavilion B (cricket and hockey) have fewer player numbers per team compared to AFL, the size of the changerooms and amenities can be slightly reduced.

Demolition works

In line with the design philosophy, it is proposed to remove elements that are no longer fit for purpose and do not contribute to desired future aesthetic of the precinct.

Accordingly, the following elements are slated for demolition.

Element	Demolish when
Tennis courts, fencing and lighting	Immediately to allow development of SRMO4 to full size cricket field. Lighting to be installed on Events Space
Tennis clubhouse and hit-up wall	Following upgrade of old pony club pavilion for events (and possibly scouts) and construction of new pavilion on SRMO2 for cricket and hockey to make way for parking
George Beacham Pavilion	Following development of pavilion G to provide away team change facilities for SRMO1 Note: Upper floor of GBP to be closed immediately
Caretaker's residence	Immediately to allow for close of Roe Ave entry and creation of parking in-situ
Cricket practice nets and curator's store on SRMO1 near GBP	At the end of their useful life but not until new practice nets are established off Lovegrove St parking near SRMO2. The curator's store should also be moved at this stage
Synthetic cricket wicket on SRMO4	At the end of its useful life - or prior to allow the relocation of the turf wicket block to SRMO4
Turf wicket block on SRMO2	At the end of its useful life or as soon as Pavilion B is developed to service both SRMO2 and SRMO4

Table 11: Catalysts and milestones for demolition of existing facilities

12. PRECINCT MASTER PLAN

The final precinct master plan shows the general location and spatial allocations on site, the relationship between elements and the appropriate landscaping and features between the elements and their internal and peripheral linkages.

It is timely to note that the master plan is intended as a general guide to the redevelopment of SRMSP rather than an absolute or fixed plan. This excludes playing field dimensions which are governed by the rules of the sport and lighting standards dictated by AS2560.

Carparking areas will need to be surveyed and designed following a site survey taking into account existing trees, ground levels and drainage arrangements. Development of the pavilions should be subject to a separate feasibility study, detailed design in consultation with the user groups and ultimately a competitive tendering process.

The master plan has emerged through no less than nine iterations exploring the various options detailed in the solutions matrix in section 12.

The assessment of these options included consideration of:

- Age and condition of current facilities
- Compliance issues related to accessibility and inclusion
- Facility standards, guidelines and contemporary expectations
- Connectivity and linkages to other facilities and external community nodes
- User group needs and their aspirations
- Catchment population and participation rates both current and projected
- Site security (passive surveillance, exposure to passers-by)
- Local area plans and planning scheme policies,
- CPTED principles and environmentally sustainable design
- The application of technology.

The final plan (Revision F) is shown below. This drawing has also been provided electronically as a pdf to allow easier interrogation and scaling.

LEGEND OF PROPOSED DEVELOPMENT

- A SRM01 PAVILION
- B SRM02 PAVILION
- C SRM03 PAVILION
- D SRM04 FUTURE CHANGEROOMS
- E SRM04 EXISTING CHANGEROOM MODIFICATIONS
- F GEORGE BEACHAM PAVILION - LOWER LEVEL RETAINED
- G SRM01 ADDITIONAL CHANGEROOMS PLUS UNIFORMS ROOM AND PUBLIC TOILETS
- H EVENTS STORAGE
- I EVENTS SPACE
- J REFINISHED PAVILION
- K TENNIS COURTS AND PAVILION DEMOLISHED
- L CARETAKERS RESIDENCE DEMOLISHED
- M SPORTING ARENAMES
- N BOWLING GREEN C UNDER CONSTRUCTION
- O PERMANENT SHADE OVER GREEN A
- P NEW 3 BAY CRICKET PRACTICE NETS AND CURATORS SHED TO SRM02
- Q EXISTING 3 BAY CRICKET NETS TO SRM03
- R RELOCATED TURF BLOCK TO SRM04
- S NEW SYNTHETIC WICKET TO SRM02
- T HOOPER FIELDS AND TRAINING AREAS
- U SRM01 SCOREBOARD
- V ANCILLARY ITEMS
- W NEW PLAYGROUND AND PAVILION SHELTERS
- X LANDSCAPE BUFFER
- Y SEWER CONNECTION LINES
- Z ROADWORKS AND PARKING
- 1 CLOSE ENTRY FROM ROE AVENUE
- 2 NEW ROAD FROM ROE AVE TO 188 BALD STREET
- 3 NEW ROUNDABOUTS
- 4 TRAFFIC CALMING DEVICES
- 5 ELEVATED RECREATION CROSSINGS
- 6 MAIN ENTRY GATE AND NEW ENTRY STREETMENT
- 7 ENTRY GATE TO EVENTS SPACE
- 8 SECONDARY ENTRY GATE



Site Plan
1:2500

Sir Ross McLarty Precinct Masterplan

ccs strategic
architecture environment design

gresleyabas
architecture environment design

job number: 2106
issue date: 06/07/2021
revision: F
drawing number: SR01

13. ORDER OF PROBABLE COST

The site master plan and proposed facility developments or modifications including sports lighting improvements have been costed by NBQSS using current industry rates of elemental costs of construction, and project delivery costs including builder's preliminaries, design and construction contingencies, escalation, professional fees and licensing and approval requirements. The order of probable cost to implement all components of the master plan in 2021 is \$11,708,275.

An itemised breakdown of costs is shown in table 12 and provided as a spreadsheet.

Item	Description	Unit	Qty	Rate	Amount	Project Costs	Item cost
COSTINGS							
Please note that this information is for indicative budgeting purposes only and should not be used as the basis for making a financial commitment							
Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants							
SIR ROSS Mc LARTY SPORTING PRECINCT							
Refer to Sir Ross McLarty Precinct Masterplan SK01 Rev F							
Buildings							
A	Pinjarra Football and Netball Club Pavilion						\$ -
A.1	No cost item - facility is leased to PFNC						
B	New Cricket Changerooms and Clubroom						\$ 2,085,739
B.1	Away Changeroom	m2	35	\$ 2,500.00	\$ 87,500.00	1.46	\$ 128,030
B.2	Home Changeroom	m2	35	\$ 2,500.00	\$ 87,500.00	1.46	\$ 128,030
B.3	Away Shower/WC	m2	23	\$ 3,500.00	\$ 80,500.00	1.46	\$ 117,788
B.4	Home Shower/WC	m2	23	\$ 3,500.00	\$ 80,500.00	1.46	\$ 117,788
B.5	Public toilets - Male/ Female/UAT	m2	32	\$ 3,500.00	\$ 112,000.00	1.46	\$ 163,878
B.6	Store 1	m2	20	\$ 1,800.00	\$ 36,000.00	1.46	\$ 52,675
B.7	Store 2	m2	20	\$ 1,800.00	\$ 36,000.00	1.46	\$ 52,675
B.8	First Aid Room	m2	15	\$ 2,200.00	\$ 33,000.00	1.46	\$ 48,286
B.9	Umpires Room 1	m2	15	\$ 2,500.00	\$ 37,500.00	1.46	\$ 54,870
B.9	Umpires Room 2	m2	15	\$ 2,500.00	\$ 37,500.00	1.46	\$ 54,870
B.10	Social Room	m2	117	\$ 2,700.00	\$ 315,900.00	1.46	\$ 462,225
B.10	Social Room furniture store	m2	10	\$ 1,800.00	\$ 18,000.00	1.46	\$ 26,338
B.11	Meeting/Boardroom	m2	30	\$ 2,500.00	\$ 75,000.00	1.46	\$ 109,740
B.12	Kitchen and dry store and Servery	m2	23	\$ 3,500.00	\$ 80,500.00	1.46	\$ 117,788
B.13	Pathways and paving	m2	147	\$ 85.00	\$ 12,495.00	1.46	\$ 18,283
B.14	Spectators /Scorers/Viewing	m2	228	\$ 450.00	\$ 102,600.00	1.46	\$ 150,124
B.15	Circulation and services	m2	80	\$ 2,000.00	\$ 160,000.00	1.46	\$ 234,112
B.16	Allowance for kitchen appliances	Item			\$ 20,000.00	1.46	\$ 29,264
B.17	Connect to sewer on Lovegrove St	m	75	\$ 125.00	\$ 9,375.00	1.46	\$ 13,718
B.18	Building pad (200m fill)	m3	200	\$ 18.00	\$ 3,593.52	1.46	\$ 5,258
	Total area	m2	868				
C	New Changerooms and Toilets SRM03						\$ 1,346,144
C.1	Away Changeroom	m2	55	\$ 2,500.00	\$ 137,500.00	1.46	\$ 201,190
C.2	Home Changeroom	m2	55	\$ 2,500.00	\$ 137,500.00	1.46	\$ 201,190
C.3	Away Shower/WC	m2	21	\$ 3,500.00	\$ 73,500.00	1.46	\$ 107,545
C.4	Home Shower/WC	m2	21	\$ 3,500.00	\$ 73,500.00	1.46	\$ 107,545
C.5	Public toilets - Male/ Female/UAT	m2	26	\$ 3,500.00	\$ 91,000.00	1.46	\$ 133,151
C.6	Store 1	m2	15	\$ 1,800.00	\$ 27,000.00	1.46	\$ 39,506
C.7	Store 2	m2	15	\$ 1,800.00	\$ 27,000.00	1.46	\$ 39,506
C.8	First Aid Room	m2	15	\$ 2,200.00	\$ 33,000.00	1.46	\$ 48,286
C.9	Umpires Room 1	m2	20	\$ 2,500.00	\$ 50,000.00	1.46	\$ 73,160
C.10	Kitchen and Servery	m2	20	\$ 3,500.00	\$ 70,000.00	1.46	\$ 102,424
C.9	Ancillary room - office, committee	m2	25	\$ 2,500.00	\$ 62,500.00	1.46	\$ 91,450
C.11	Veranda including paving	m2	50	\$ 450.00	\$ 22,500.00	1.46	\$ 32,922
C.12	Circulation and services	m2	40	\$ 2,000.00	\$ 80,000.00	1.46	\$ 117,056
C.13	Allowance for kitchen appliances	Item			\$ 25,000.00	1.46	\$ 36,580
C.14	Connect to sewer near Longo Street	m	80	\$ 125.00	\$ 10,000.00	1.46	\$ 14,632
	Total area	m2	378				

Item	Description	Unit	Qty	Rate	Amount	Project Costs	Item cost
D	Additional Changerooms for SRMO4						\$ 536,629
D.1	Away Changeroom	m2	35	\$ 2,500.00	\$ 87,500.00	1.46	\$ 128,030
D.2	Home Changeroom	m2	35	\$ 2,500.00	\$ 87,500.00	1.46	\$ 128,030
D.3	Away Shower/WC	m2	18	\$ 3,500.00	\$ 63,000.00	1.46	\$ 92,182
D.4	Home Shower/WC	m2	18	\$ 3,500.00	\$ 63,000.00	1.46	\$ 92,182
D.5	Umpires Room	m2	15	\$ 2,500.00	\$ 37,500.00	1.46	\$ 54,870
D.6	Store	m2	15	\$ 1,800.00	\$ 27,000.00	1.46	\$ 39,506
D.7	Connect to sewer from Pavilion B	m	10	\$ 125.00	\$ 1,250.00	1.46	\$ 1,829
	Total area	m2	136				
E	Modify existing PFNC Changerooms						\$ 628,503
E.1	Existing Public Toilets including UAT - retain in new design	Note				1.46	\$ -
E.2	Internal area demolition and disposal	item		\$ 5,000.00	\$ 5,000.00	1.46	\$ 7,316
E.3	Incorporate portion of internal corridor in warm/up area	m2	25	\$ 1,200.00	\$ 30,000.00	1.46	\$ 43,896
E.4	Upgrade existing Home Shower room	m2	33	\$ 2,100.00	\$ 69,300.00	1.46	\$ 101,400
E.5	Create new gender neutral Home Shower room	m2	21	\$ 3,300.00	\$ 69,300.00	1.46	\$ 101,400
E.6	Relocate and refurbish warmup area	m2	110	\$ 500.00	\$ 55,000.00	1.46	\$ 80,476
E.7	Create 2 new Home Changerooms	m2	110	\$ 500.00	\$ 55,000.00	1.46	\$ 80,476
E.8	Create new Umpire's Room	m2	15	\$ 1,620.00	\$ 24,300.00	1.46	\$ 35,556
E.9	Convert existing Meeting room to Female Umpires Room	m2	22	\$ 1,620.00	\$ 35,640.00	1.46	\$ 52,148
E.10	Create new trainer's / doctor's rooms x 2	m2	50	\$ 1,620.00	\$ 81,000.00	1.46	\$ 118,519
E.11	Connect to sewer near Longo St	item		\$ 5,000.00	\$ 5,000.00	1.46	\$ 7,316
	Total area	m2	386				
F	Demolish George Beacham Pavilion						\$ 59,040
F.1	Demolish George Beacham Pavilion complete	m2	423	\$ 100.00	\$ 42,300.00	1.40	\$ 59,040
G	New Changerooms for SRMO1						\$ 834,756
G.1	Away Changeroom	m2	55	\$ 2,500.00	\$ 137,500.00	1.46	\$ 201,190
G.2	Home Changeroom	m2	55	\$ 2,500.00	\$ 137,500.00	1.46	\$ 201,190
G.3	Away Shower/WC	m2	21	\$ 3,500.00	\$ 73,500.00	1.46	\$ 107,545
G.4	Home Shower/WC	m2	21	\$ 3,500.00	\$ 73,500.00	1.46	\$ 107,545
G.5	Umpires Room 1	m2	15	\$ 2,500.00	\$ 37,500.00	1.46	\$ 54,870
G.6	Umpires Room 2	m2	15	\$ 2,500.00	\$ 37,500.00	1.46	\$ 54,870
G.7	First Aid Room	m2	15	\$ 2,200.00	\$ 33,000.00	1.46	\$ 48,286
G.8	Store	m2	10	\$ 1,800.00	\$ 18,000.00	1.46	\$ 26,338
G.9	Connect to sewer near Longo Street	m	100	\$ 125.00	\$ 12,500.00	1.46	\$ 18,290
G.10	Remove existing septic/Filtrex system	item	1	\$ 10,000.00	\$ 10,000.00	1.46	\$ 14,632
	Total area	m2	207				
H	New Storage at Events Space						\$ 204,848
H.1	Events space storage	m2	80	\$ 1,800.00	\$ 144,000.00	1.42	\$ 204,848
I	Events, Circus, Festival Space Services						\$ 146,737
I.1	Install 4 relocated poles with 50 Lux	Item			\$ 28,400.00	1.42	\$ 40,401
I.2	Upgrade existing 3 poles to 50 Lux	Item			\$ 15,000.00	1.42	\$ 21,338
I.3	Allowance to run mains to lighting	Item			\$ 31,250.00	1.42	\$ 44,455
I.4	Upgrade switchboard	Item			\$ 10,000.00	1.42	\$ 14,226
I.5	3 Phase power outlet to each light pole in a lockable cabinet	No	7	\$ 500.00	\$ 3,500.00	1.42	\$ 4,979
I.6	Allowance for sewer connection to transportable toilets north and south	Item	2	\$ 5,000.00	\$ 10,000.00	1.42	\$ 14,226
I.7	Allowance for water connection to transportable toilets (north and south)	Item	2	\$ 2,000.00	\$ 4,000.00	1.42	\$ 5,690
I.10	Allowance for northern potable water standpipe for event participants	No	1	\$ 1,000.00	\$ 1,000.00	1.42	\$ 1,423
J	Refurbish existing pavilion at Events Space						\$ 184,932
J.1	Refurbish existing pony club building to provide new Scouts Headquarters	m2	260	\$ 500.00	\$ 130,000.00	1.42	\$ 184,932

Item	Description	Unit	Qty	Rate	Amount	Project Costs	Item cost
K	Remove tennis courts - install grass						\$ 110,264
K.1	Remove existing tennis courts including fencing, light poles and disconnecting electrical supply.	Item			\$ 21,250.00	1.40	\$ 29,660
K.2	Reinstate area as extended grassed playing field of SRMO4 including reticulation	m2	1500	\$ 28.50	\$ 42,750.00	1.40	\$ 59,668
K.3	Demolition of Tennis pavilion and Hit up wall area	item	1	\$ 15,000.00	\$ 15,000.00	1.40	\$ 20,936
L	Parking to replace Caretaker's Residence						\$ 304,524
L.1	Demolish Caretaker's residence	Item			\$ 13,500.00	1.40	\$ 18,843
L.2	Create new bitumen carpark	m2	2560	\$ 78.00	\$ 199,680.00	1.40	\$ 278,703
L.3	Allowance for carpark landscaping	Item			\$ 5,000.00	1.40	\$ 6,979
Sporting Amenities							
1.0	Bowling Green C						\$ -
1.1	The bowling green is currently under construction by the Shire of Murray	Note		No Cost	\$ -		\$ -
2.0	Cover over Bowling Green A						\$ 702,336
2.1	Add a permanent shade structure over Green A complete with new internal lighting	m2	1600	\$ 300.00	\$ 480,000.00	1.46	\$ 702,336
3.0	New Cricket Practice Nets to SRMO4						\$ 100,494
3.1	New 3 bay cricket practice nets	Item			\$ 57,000.00	1.40	\$ 79,558
3.2	New curator's shed	m2	30	\$ 500.00	\$ 15,000.00	1.40	\$ 20,936
4.0	Cricket Practice Nets for SRMO3						\$ -
4.1	These nets are currently under construction by the Shire of Murray	Note		No Cost		0.00	0.00
5.0	Relocated Turf Wicket Block						\$ 29,206
5.1	Allowance to relocate existing turf block from SRM02 to SRM04 - allowance for new soil and grass	Item			\$ 20,925.00	1.40	\$ 29,206
6.0	New Synthetic Wicket to SRMO2						\$ 29,453
6.1	Remove existing turf wicket from SRM02 - allowance for new soil and grass	Item			\$ 5,000.00	1.40	\$ 6,979
6.2	New synthetic cricket pitch including sub-base, concrete pad, synthetic turf top and rubber cover	Item			\$ 16,102.00	1.40	\$ 22,474
7.0	Rectangular Training Fields						\$ -
7.1	Line marking only - goals by the Club	Item			\$ -	1.40	0.00
8.0	Upgrade SRMO1 scoreboard						\$ -
8.1	Upgrade by PFNC	Item			\$ -	0.00	0.00
Ancillary Items							
9.0	New Playground						\$ 494,095
9.1	Allowance for playground equipment	Item			\$ 200,000.00	1.40	\$ 279,150
9.2	Allowance for shadesails and fencing	Item			\$ 100,000.00	1.40	\$ 139,575
9.3	Create new public toilets - LH and RH UATs	m2	18	\$ 3,000.00	\$ 54,000.00	1.40	\$ 75,370
10.0	Landscape Buffer (Hedge) to Houses						\$ 22,332
10.1	Landscape Buffer to Residential housing at end of Longo Avenue	Item			\$ 16,000.00	1.40	\$ 22,332
11.0	Sewer Connection Points						\$ -
11.1	Included in pavilion developments	Note		No Cost	\$ -	0.00	\$ -

Item	Description	Unit	Qty	Rate	Amount	Project Costs	Item cost	
Sports lighting								
12.0	Sports Lighting - refer to separate legend on masterplan							\$ 667,516
12.1	Upgrade sports lighting on SRM01 to 150Lux LED	item			\$ 72,000.00	1.40	\$ 100,494	
12.2	Upgrade sports lighting to SRM02 to 250Lux LED	Item			\$ 76,250.00	1.40	\$ 106,426	
12.3	Install sports lighting to SRM03 to 100Lux LED	Item			\$ 265,000.00	1.40	\$ 369,873	
12.4	Allowance to run mains to lighting	Item			\$ 60,000.00	1.40	\$ 83,745	
12.5	Switchboard	Item			\$ 5,000.00	1.40	\$ 6,979	
Access control								
i	Close Roe Avenue entry gates							\$ -
i.1	Permanently close current main entry	No		No cost		1.40	\$ -	
ii	New Road - Roe Street to Sibbald Avenue							\$ 186,723
ii.1	New 6.0 metre wide road including kerbs and drainage	m	235	\$ 300.00	\$ 70,500.00	1.40	\$ 98,400	
ii.2	Allowance for drainage including sumps and piping	Item			\$ 58,280.00	1.40	\$ 81,344	
ii.3	Allowance for connection into existing roads	Item			\$ 5,000.00	1.40	\$ 6,979	
iii	New Roundabouts							\$ 230,298
iii.1	New roundabout - Longo Street	Item			\$ 80,000.00	1.40	\$ 111,660	
iii.2	New roundabout - Roe Avenue	Item			\$ 80,000.00	1.40	\$ 111,660	
iii.3	Allowance for landscaping at roundabouts	Item			\$ 5,000.00	1.40	\$ 6,979	
iv	Traffic Calming							\$ 1,884
iv.1	Raised speed hump - Roe Avenue	No	1	\$ 1,350.00	\$ 1,350.00	1.40	\$ 1,884	
v	Elevated Pedestrian Crossing							\$ 15,074
v.1	New elevated pedestrian crossing with hoops - Roe Avenue	No	2	\$ 3,600.00	\$ 7,200.00	1.40	\$ 10,049	
v.2	New elevated pedestrian crossing with hoops - Dixon Avenue	No	1	\$ 3,600.00	\$ 3,600.00	1.40	\$ 5,025	
vi	Main Entry Gate into SRMSP							\$ 69,787
vi.1	New entry statement and ticket box to entrance off Lovegrove Street	Item			\$ 50,000.00	1.40	\$ 69,787	
vii	Entry Gate to Events Area							\$ 9,386
vii.1	New pair of entry gates to Events area	No	1	\$ 2,500.00	\$ 2,500.00	1.40	\$ 3,489	
vii.2	New fencing - Chainlink	m	65	\$ 65.00	\$ 4,225.00	1.40	\$ 5,897	
viii	Secondary Entry Gate to Precinct							\$ 10,468
viii.1	New gates to entry off Longo Street	Item			\$ 7,500.00	1.40	\$ 10,468	

Item	Description	Unit	Qty	Rate	Amount	Project Costs	Item cost
Carparking							\$ 2,526,824
1.0	<u>Carpark and access road formation</u>						
1.1	Carpark off Dixon Ave	m2	3616	\$ 30.00	\$ 108,480.00	1.40	\$ 151,411
1.2	Carpark off Lovegrove St -Bowls & Pavilion B	m2	3704	\$ 30.00	\$ 111,120.00	1.40	\$ 155,096
1.3	Carpark off Lovegrove St - Main Events Entry	m2	6460	\$ 30.00	\$ 193,800.00	1.40	\$ 270,496
1.4	Carpark off Longo Ave to PFNC	m2	1490	\$ 30.00	\$ 44,700.00	1.40	\$ 62,390
1.5	Carpark off Longo Ave for Pavilion C	m2	2760	\$ 30.00	\$ 82,800.00	1.40	\$ 115,568
2.0	<u>Crossovers</u>						\$ -
2.1	Crossover - Dixon Ave Carpark	No	1	\$ 3,500.00	\$ 3,500.00	1.40	\$ 4,885
2.3	Crossover - Lovegrove St Bowls and Pavilion B	No	1	\$ 3,500.00	\$ 3,500.00	1.40	\$ 4,885
2.4	Crossover - Lovegrove St - Events Entry	No	1	\$ 3,500.00	\$ 3,500.00	1.40	\$ 4,885
3.0	<u>Carpark sealing and line marking</u>						
3.1	Carpark off Dixon Ave	m2	3435	\$ 58.00	\$ 199,241.60	1.40	\$ 278,091
3.2	Carpark off Lovegrove S - Bowls and Pavilion B	m2	3519	\$ 58.00	\$ 204,090.40	1.40	\$ 284,859
3.3	Carpark off Lovegrove St - Main Events Entry	m2	6137	\$ 58.00	\$ 355,946.00	1.40	\$ 496,811
3.4	Carpark off Longo Ave to PFNC	m2	1416	\$ 58.00	\$ 82,099.00	1.40	\$ 114,590
3.5	Carpark off Longo Ave for Pavilion C	m2	2622	\$ 58.00	\$ 152,076.00	1.40	\$ 212,260
4.0	<u>Street Parking</u>						\$ -
4.1	Carpark along Dixon Ave - complete	m2	840	\$ 78.00	\$ 65,520.00	1.40	\$ 91,449
5.0	<u>Carpark Landscaping</u>						
5.1	Carpark off Dixon Avenue	Item			\$ 30,000.00	1.40	\$ 41,872
5.2	Carpark off Lovegrove St - Bowls and Pavilion B	Item	2023		\$ 30,000.00	1.40	\$ 41,872
5.3	Carpark off Lovegrove St - Main Events Entry	Item	2034		\$ 120,000.00	1.40	\$ 167,490
5.4	Carparking of Longo Ave to Pavilion C	Item	2035		\$ 20,000.00	1.40	\$ 27,915
Electrical Upgrade to Site							\$ 170,281
1.1	Works to SMSB to accommodate a new circuit breaker	Item			\$ 5,000.00	1.40	\$ 6,979
1.2	External lighting, power, and ELV services to new building	Item			\$ 70,000.00	1.40	\$ 97,702
1.3	Western Power Headworks - capacity increase	Item			\$ 40,000.00	1.40	\$ 55,830
1.4	Western Power Headworks - Sports lighting				\$ 7,000.00	1.40	\$ 9,770
Total Project order of probable cost in 2021							\$ 11,708,275
Sundry Notes							
1.0	The existing fire drill track will be left as is to provide overflow carparking					Note	
2.0	No upgrade of sports lighting to SRM04 required					Note	

Table 12: Order of probable cost to fully develop the SRMSP master plan Rev. F

14. MANAGEMENT OPTIONS

The Shire has executed leases with a number of clubs providing exclusive use of the following facilities within the precinct:

Facility	Lessee	Lease Expiry
McLarty Pavilion	Pinjarra Football and Netball Club	1 September 2031
Enzo Menara Pavilion	Pinjarra Football and Netball Club	1 September 2031
SRMO1 scoreboard	Pinjarra Football and Netball Club	1 September 2031
SRMO1 lighting	Pinjarra Football and Netball Club	Established 2007 duration unknown
Junior Football Store	Pinjarra Football and Netball Club on behalf of the Junior Football Club	1 September 2031
George Beacham Pavilion Upper level only	Pinjarra Cricket Club	Expired 30 June 2021 Not renewed
Curator's Shed	Pinjarra Cricket Club	30 June 2021 (expired)
Pinjarra Multi-Purpose Community Centre	Pinjarra Bowling and Recreation Club - part area Peel Community Care - part area	30 June 2025 and a further term to 30 June 2035
Pinjarra Bowling and Recreation Club Land Area Greens and Stores	Pinjarra Bowling and Recreation Club	30 June 2025 and a further term to 30 June 2035

Table 13: Lease Agreements at SRMSP

All other facilities including the roads and carparks, playing fields, the tennis courts and pavilion and hit-up wall, old equestrian club pavilion, cricket nets and synthetic wickets are managed by the Shire of Murray. The Pinjarra Cricket Club maintains the turf wicket block in SRMO2 although there is no formal agreement in place.

The recommended course of action is to honour existing agreements until their expiry. It may be advantageous for the PFNC to surrender the lease over the Enzo Menara pavilion prior to expiry to allow the Shire to undertake the renovations described in section 12. This would also allow the Shire to permit access to these changeroom facilities for hirers of SRMO1.

For the new facilities proposed to be established on SRMO2 (pavilion B and ultimately changerooms D) and on SRMO3 (pavilion C) it is recommended that:

- Changeroom and general amenity areas be allocated to users as part of the seasonal or casual use hire of the playing field. Access would be restricted to approved training and competition times or specified casual use hire times.
- Social areas, kitchens and associated amenities be allocated to the seasonal hirer of the ground under a non-exclusive license arrangement that allows relatively unrestricted access during the season but allows the Shire to allocate use of the social room, kitchen and amenities for other casual hirers as required, in consultation with the license holder.
- Club stores be allocated under an exclusive annual license agreement, allowing for both on-season and off-season access.

15. IMPLEMENTATION STRATEGY

The implementation of the master plan is scheduled to occur over the next 20 years with timing in response to population growth and demand aligned to cash flow and funding considerations.

The implementation strategy has grouped the development into logical and sequential stages so that new infrastructure is developed as a package providing the sporting clubs and local community access to a completed suite of facilities at the end of each phase.

The costs determined by the quantity surveyor for each element in the cost plan have then been escalated in line with AQIS forecasts to provide an updated estimate of costs associated with the timing of the development. It is the updated and escalated costs that will relate to the funding required.

IMPLEMENTATION STRATEGY					
Refer to Sir Ross McLarty Precinct Masterplan SK01 RevF					cost
Buildings					
A	Pinjarra Football and Netball Club Pavilion	\$ -	2031	\$ -	
B	New Cricket Changerooms and Clubroom	\$ 2,085,739	2023	\$ 2,232,095	
C	New Changerooms and Toilets SRMO3	\$ 1,346,144	2034	\$ 2,000,916	
D	Additional Changerooms for SRMO4	\$ 536,629	2040	\$ 955,211	
E	Modify existing PFNC Changerooms	\$ 628,503	2032	\$ 879,729	
F	Demolish George Beacham Pavilion	\$ 59,040	2026	\$ 69,008	
G	New Changerooms for SRMO1	\$ 834,756	2026	\$ 975,692	
H	New Storage at Events Space	\$ 204,848	2026	\$ 239,434	
I	Events, Circus, Festival Space Services	\$ 146,737	2029	\$ 187,688	
J	Refurbish existing pavilion at Events Space	\$ 184,932	2024	\$ 203,648	
K	Remove tennis courts - install grass	\$ 110,264	2023	\$ 118,001	
L	Parking to replace Caretaker's Residence				
L.1	Demolish Caretaker's residence	\$ 18,843	2022	\$ 19,577	
L.2	Create new bitumen carpark	\$ 278,703	2028	\$ 345,932	
L.3	Allowance for carpark landscaping	\$ 6,979	2028	\$ 8,662	
Sporting Amenities					
1.0	Bowling Green C	\$ -	2021		
2.0	Cover over Bowling Green A	\$ 702,336	2027	\$ 845,953	
3.0	New Cricket Practice Nets to SRMO4	\$ 100,494	2023	\$ 107,546	
4.0	Cricket Practice Nets for SRMO3	\$ -	2021		
5.0	Relocated Turf Wicket Block	\$ 29,206	2023	\$ 31,255	
6.0	New Synthetic Wicket to SRMO2	\$ 29,453	2023	\$ 31,520	
7.0	Rectangular Training Fields	\$ -	2023		
8.0	Upgrade SRMO1 scoreboard	\$ -	2022		
Ancillary Items					
9.0	New Playground	\$ 494,095	2030	\$ 651,262	
10.0	Landscape Buffer (Hedge) to Houses	\$ 22,332	2033	\$ 32,212	
11.0	Sewer Connection Points	\$ -	0		

IMPLEMENTATION STRATEGY				
Refer to Sir Ross McLarty Precinct Masterplan SK01 RevF				cost
Sports lighting				
12.1	Upgrade sports lighting on SRM01 to 150Lux LED	\$ 100,494	2024	\$ 110,664
12.2	Upgrade sports lighting to SRM02 to 250Lux LED	\$ 106,426	2036	\$ 167,989
12.3	Install sports lighting to SRM03 to 100Lux LED	\$ 369,873	2031	\$ 502,396
12.4	Allowance to run mains to lighting	\$ 83,745	2024	\$ 92,220
12.5	Switchboard	\$ 6,979	2024	\$ 7,685
Access control				
i	Close Roe Avenue entry gates	\$ -	2034	
ii	New Road - Roe Street to Sibbald Avenue	\$ 186,723	2040	\$ 332,371
iii	New Roundabouts	\$ 230,298	2034	\$ 342,317
iv	Traffic Calming	\$ 1,884	2022	\$ 1,958
v	Elevated Pedestrian Crossing	\$ 15,074	2022	\$ 15,662
vi	Main Entry Gate into SRMSP	\$ 69,787	2034	\$ 103,732
vii	Entry Gate to Events Area	\$ 9,386	2029	\$ 12,006
viii	Secondary Entry Gate to Precinct	\$ 10,468	2034	\$ 15,560
Carparking				
1.0	<u>Carpark and access road formation</u>			
1.1	Carpark off Dixon Ave	\$ 151,411	2034	\$ 225,058
1.2	Carpark off Lovegrove St -Bowls & Pavilion B	\$ 155,096	2023	\$ 165,979
1.3	Carpark off Lovegrove St - Main Events Entry	\$ 270,496	2032	\$ 378,619
1.4	Carpark off Longo Ave to PFNC	\$ 62,390	2035	\$ 95,565
1.5	Carpark off Longo Ave for Pavilion C	\$ 115,568	2034	\$ 171,781
2.0	<u>Crossovers</u>			
2.1	Crossover - Dixon Ave Carpark	\$ 4,885	2034	\$ 7,261
2.3	Crossover - Lovegrove St Bowls and Pavilion B	\$ 4,885	2023	\$ 5,228
2.4	Crossover - Lovegrove St - Events Entry	\$ 4,885	2030	\$ 6,439
3.0	<u>Carpark sealing and line marking</u>			
3.1	Carpark off Dixon Ave	\$ 278,091	2034	\$ 413,356
3.2	Carpark off Lovegrove S - Bowls and Pavilion B	\$ 284,859	2023	\$ 304,847
3.3	Carpark off Lovegrove St - Main Events Entry	\$ 496,811	2034	\$ 738,462
3.4	Carpark off Longo Ave to PFNC	\$ 114,590	2035	\$ 175,521
3.5	Carpark off Longo Ave for Pavilion C	\$ 212,260	2034	\$ 315,504
4.0	<u>Street Parking</u>			
4.1	Carpark along Dixon Ave - complete	\$ 91,449	2037	\$ 148,752
5.0	<u>Carpark Landscaping</u>			
5.1	Carpark off Dixon Avenue	\$ 41,872	2034	\$ 62,239
5.2	Carpark off Lovegrove St - Bowls and Pavilion B	\$ 41,872	2023	\$ 44,811
5.3	Carpark off Lovegrove St - Main Events Entry	\$ 167,490	2034	\$ 248,958
5.4	Carparking of Longo Ave to Pavilion C	\$ 27,915	2035	\$ 42,758
Electrical Upgrade to Site		\$ 170,281	2023	\$ 182,230
0		\$ 11,708,275		\$15,373,270
		ESCALATION	\$	3,664,995

Table 14: Implementation Strategy and Escalated Cost Scheule

The staged development of the SRMSP master plan Rev. F as outlined in table 15 will see project costs increases of \$3,664,995, raising total funding required to just under \$15.4 million.

16. FUNDING OPTIONS

General Trends

Across the nation programs to support the delivery of female sports facilities and programs, to encourage greater female participation in all levels and codes across are emerging, acknowledging that the lack of, or poor facilities for women were often a barrier to participation. The development of sporting facilities for female participants, particularly female designated or gender neutral changerooms has become a priority in government funding strategies.

With the coincident pressures of variable working hours (shift work and the gig economy) and global warming, training for and playing sport at night is an emerging priority. Funding for sports lighting is now an identified priority.

Described below is a suite of potential funding opportunities that relate to the implementation of the SRMSP master plan. Some programs are available annually, some are announced periodically, and some are available by invitation only. All require written applications to be prepared.

DLGSC CSRFF

In WA, the long-standing Community Sport and Recreation Facilities Fund program, now administered by the Department of local Government Sport and Cultural Industries can fund new or upgraded facilities which will maintain or increase physical activity or result in a more rational use of facilities. The fund is highly competitive and will offer \$12.5 million for 2022-23, of which \$1 million is now set aside for projects that increase female participation in sport and recreation, such as unisex changerooms. A further \$2.5 million has been announced (\$10million over 4 years) for the Club Night Lights Program (CNLP), to develop sports floodlighting infrastructure

Priority is be given to projects that lead to facility sharing and rationalisation. Multi-purpose facilities are encouraged to reduce infrastructure required to meet similar needs and increase sustainability. Funding is generally provided for up to one third of eligible project costs and priority areas include:

- New playing surfaces e.g., ovals, courts, synthetic surfaces etc.
- Floodlighting
- Sports storage
- Change rooms and ablutions

Other eligible but lower priority areas include

- Clubrooms including kitchen, administration areas and viewing areas.
- Resurfacing of existing sports surfaces (maximum 16.6% of eligible project costs)

With respect to proposed facility developments at SRMSP the following elements are ineligible under CSRFF guidelines:

- Playgrounds
- Landscaping, roads and carparks
- Bikeways and pathways
- Fixed sporting equipment - scoreboards
- Facilities for the service of alcohol
- Local government overheads, project administration and project management

The application period for the next round of CSRFF closes on 30 September 2021.

Lotterywest

Following the diversion of all Lotterywest grant funds to Covid-19 programs in 2020, Lotterywest will return to grant making under its Community Investment Framework in July 2021. The Framework sets out five key priority areas and desired outcomes to benefit the WA community under the banner of building community.

Local government is an eligible applicant and the program targets youth aged 15-24, particularly where the project will provide and increased sense of community connection and belonging. This could readily apply to encouraging junior football, cricket and hockey players to join the clubs based at SRMSP.

Applications need to demonstrate community connection and good planning including risk considerations, value for money, organisational capacity and one or more of the specific outcomes of the Building Community grant program. In this case the outcomes sought would be greater youth participation, improving community connection and supporting healthy lifestyles. This could readily be a joint initiative from the clubs based at SRMSP and the Shire.

DITRD&C LRCI Program

The Department of Infrastructure, Transport, Regional Development and Communications (DITRD&C) has approved phase 3 of the Local Government Roads and Community Infrastructure Program and this could be allocated to implementation of the master plan.

DITRD&C CDG Program

The Australian Government's Community Development Grants Program is designed to support needed infrastructure that promotes stable, secure and viable local and regional economies. It is a non-competitive grant program with no minimum or maximum grant for projects identified and selected by the Australian Government. Potential recipients are invited to apply.

In effect the Federal Government determines which community development initiatives it wishes to pursue. Support and leadership from the state member are critical in this matter. This program is funded until 2025-26.

DITRD&C BBRF

The building better regions fund (BBRF) offers an infrastructure projects stream for works that bring economic and social benefits to the regions. Eligible works include construction of new infrastructure or the upgrade, extension or replacement of existing infrastructure.

Applicants must demonstrate they have the capacity and resources to deliver the project and the impact of the funding on the project proceeding or otherwise is factored in. Projects must be investment ready. Funds allocated will be up to 50% of the project costs in the range of \$20,000 to \$10 million. Round 5 of the program closed in March 2021. The next round is yet to be announced.

DISE&R - Powering Communities Program

This program by the Department of Industry, Science Energy and Resources provides grants to not-for-profit community organisations to improve their energy efficiency practices and technologies. This aims to reduce energy use, improve energy productivity and reduce carbon emissions. Similar to the CDG program you must be invited to apply by your MP for grants the range of \$5,000 to \$12,000.

Sport Australia

The Community Sport Infrastructure Program has previously supported small to medium scale projects up to \$500,000 to improve local community sport infrastructure - especially for women. The last round of grants was allocated in April 2019. There is no advice of future funding rounds at this stage.

Cricket Australia

The Australian Cricket Infrastructure Fund supports the construction or refurbishment of pitches, ovals, practice facilities, change rooms, pavilions and supporting infrastructure with grants up to \$30,000. The next round is yet to be announced but if it is consistent with previous rounds is likely to close in March 2022.

AFL

The Australian Football Facilities Fund assists Clubs in securing funding for the improvement of existing or provision of new football facilities. The Fund's aims and objective guide the National Facilities Panel's assessment criteria to measure the impact that proposals may have on the sport. One of the objectives of the fund is to provide inclusive and accessible facilities that cater for the diversity of participants, particularly female participants, who wish to participate in the game. Supported projects may receive up to 10% of the project cost to a maximum of \$100,000.

Racing and Wagering WA

Community TAB has launched a new opportunity for metropolitan and regional sporting clubs in WA to receive grants of up to \$2,000. Applications can be made at any time and Community TAB will provide two grants each month to support grassroots clubs. All of the resident clubs at SRMSP are eligible for minor works and programs.

Corporate and Philanthropic Funding

Strong affiliations and relationships with local businesses and philanthropists are essential for funding to be secured in this space. Economy.id identifies that manufacturing (largely metals manufacturing) is the largest employer industry in the Shire making up almost 25% of local employment. Along with mining and food and agri-business operations there may be a select number of locally based industries (e.g., Alcoa, WA Timber Products, International Mining Machinery, Peel Resource Recovery) that can assist in achieving the implementation of the master plan.

Local Club and Community Funding

The variety of sporting clubs that use SRMSP can bring resources to assist in the implementation of the master plan. Often Club contributions will be by way of donation of materials and expertise from the membership or by targeted fundraising activities. Contributions are often in the form of furniture and fit-out items rather than basic infrastructure but are nonetheless critical to the successful operation of the facilities within the precinct.

Funding summary

The funding strategy detailed below has been developed for the implementation of the master plan. The document has been provided as an active spreadsheet to allow adjustment over time.

The strategy provides a guide to where and how much funding may be possible from the variety of sources identified above. Note that the above selection is comprehensive but not necessarily exhaustive list of sources and there is no guarantee that applications will be successful or that the full sum requested will be allocated.

It is expected that applications will be made to the State Government's CSRFF program for one third of eligible funding for all building, lighting, playing field and sporting equipment grants. Lotterywest funding will be sought to assist with facility equipment and fit-out.

Additional federal funding under the CDG, and PCP programs will be sought through advocacy with the local member. It is not anticipated that BBRF fund would be forthcoming for this project however the guidelines for future rounds may make this scheme applicable.

Sport Australia and sporting associations will be asked to contribute in accordance with their infrastructure programs. The local clubs will be requested to make contributions to specific infrastructure items.

The Department of Education will be asked to contribute to the traffic calming around the school and the changeroom and shelter facilities on SRMO3.

FUNDING STRATEGY																		
		Year to action	Escalated cost	DLGSC CSRF	Lottery West	Racing & Wagering	LRCI	DITRD&C CDG	DISE&R PCP	Sport Australia	Cricket Australia	AFL	Corp & Philanth.	Local Clubs	Shire of Murray Muni fund	Loan	Education Dept.	Total Funding
Implementation Phase 0																		
L.1	Demolish Caretaker's residence	2022	19,577												18,599		18,599	37,197
iv	Traffic Calming	2022	1,958												9,789		9,789	19,577
v	Elevated Pedestrian Crossing	2022	15,662												979		979	1,958
															7,831		7,831	15,662
Implementation Phase 1																		
B	New Cricket Changerooms and Clubroom	2023	3,223,511	900,882	36,000	2,000	1,229,008	-	-	#####	32,000	-	-	77,837	183,879	411,906	-	3,223,511
K	Remove tennis courts - install grass	2023	2,232,095	744,032	36,000		586,657			#####					183,879	331,528		2,232,095
3.0	New Cricket Practice Nets to SRM04	2023	118,001	39,334							20,000			50,000	78,668			118,001
5.0	Relocated Turf Wicket Block	2023	107,546	36,849							6,000			14,837	1,697			107,546
6.0	New Synthetic Wicket to SRM02	2023	31,255	10,418							6,000			13,000				31,255
1.2	Carpark off Lovegrove St - Bowls & Pavilion B	2023	31,520	10,507	2,000						6,000							31,520
2.3	Crossover - Lovegrove St Bowls and Pavilion B	2023	165,979															165,979
3.2	Carpark off Lovegrove S - Bowls and Pavilion B	2023	5,228															5,228
5.2	Carpark off Lovegrove St - Bowls and Pavilion B	2023	304,847															304,847
Electrical Upgrade to Site		2023	44,811															44,811
		2023	121,487															121,487
Implementation Phase 2																		
J	Refurbish existing pavilion at Events Space	2024	916,614	237,655			130,000		12,000			50,000		61,776	425,183			916,614
###	Upgrade sports lighting on SRM01 to 150Lux LED	2024	203,648	36,888					12,000					61,776	203,648			203,648
###	Install sports lighting to SRM03 to 100Lux LED	2031	502,396	167,465			100,000				50,000				184,931			502,396
###	Allowance to run mains to lighting	2024	92,220	30,740			30,000								31,480			92,220
###	Switchboard	2024	7,685	2,562											5,123			7,685
Implementation Phase 3																		
F	Demolish George Beacham Pavilion	2026	1,284,134	348,233			420,000			#####		#####			195,901			1,284,134
G	New Changerooms for SRM01	2026	69,008	23,003			20,000								26,005			69,008
H	New Storage at Events Space	2026	975,692	325,231			200,000			#####	120,000				130,461			975,692
		2026	239,434				200,000								39,434			239,434
Implementation Phase 4																		
2.0	Cover over Bowling Green A	2027	2,057,942	281,984			511,033						13,969	400,000	850,955			2,057,942
L.2	Create new bitumen carpark	2028	845,953	281,984			150,000						13,969	400,000				845,953
L.3	Allowance for carpark landscaping	2028	345,932				345,932											345,932
I	Events, Circus, Festival Space Services	2029	8,662				8,662											8,662
vii	Entry Gate to Events Area	2029	187,688												187,688			187,688
9.0	New Playground	2030	12,006												12,006			12,006
2.4	Crossover - Lovegrove St - Events Entry	2030	651,262				6,439								651,262			651,262
		2030	6,439															6,439

FUNDING STRATEGY		Year to action	Escalated cost	DLGSC CSRFF	Lottery West	Racing & Wagering	DITRD&C LRCI	DISE&R PCP	Sport Australia	Cricket Australia	AFL	Corp & Philanth.	Local Clubs	Shire of Murray Muni fund	Murray Loan	Education Dept.	Total Funding
Implementation Phase 5			1,290,559	293,243	43,986		378,619		#####		#####		150,000	74,711			1,290,559
E	Modify existing PFNC Changerooms	2032	879,729	293,243	43,986				#####		200,000		150,000	42,499			879,729
###	Landscape Buffer (Hedge) to Houses	2033	32,212											32,212			32,212
1.3	Carpark off Lovegrove St - Main Events Entry	2032	378,619				378,619										378,619
Implementation Phase 6			4,645,145	666,972	50,023		825,174	#####						500,000	683,875	100,046	4,645,145
C	New Changerooms and Toilets SRM03	2034	2,000,916	666,972	50,023									500,000	683,875	100,046	2,000,916
iii	New Roundabouts	2034	342,317				342,317										342,317
vi	Main Entry Gate into SRMSP	2034	103,732					103,732									103,732
viii	Secondary Entry Gate to Precinct	2034	15,560					15,560									15,560
3.5	Carpark off Longo Ave for Pavilion C	2034	171,781					171,781									171,781
1.5	Carpark off Longo Ave for Pavilion C	2034	315,504					315,504									315,504
1.1	Carpark off Dixon Ave	2034	225,058					225,058									225,058
2.1	Crossover - Dixon Ave Carpark	2034	7,261					7,261									7,261
3.1	Carpark off Dixon Ave	2034	413,356					413,356									413,356
3.3	Carpark off Lovegrove St - Main Events Entry	2034	738,462					738,462									738,462
5.1	Carpark off Dixon Avenue	2034	62,239					62,239									62,239
5.3	Carpark off Lovegrove St - Main Events Entry	2034	248,958					248,958									248,958
Implementation Phase 7			481,834	55,996			313,845		45,000				25,000	41,992			481,834
1.4	Carpark off Longo Ave to PFNC	2035	95,565				95,565										95,565
3.4	Carpark off Longo Ave to PFNC	2035	175,521				175,521										175,521
5.4	Carpark off Longo Ave to Pavilion C	2035	42,758				42,758										42,758
###	Upgrade sports lighting to SRM02 to 250Lux LED	2036	167,989	55,996					45,000				25,000	41,992			167,989
Implementation Phase 8			1,436,334	318,404			481,123							636,807			1,436,334
4.1	Carpark along Dixon Ave - complete	2037	148,752				148,752							636,807			148,752
D	Additional Changerooms for SRM04	2040	955,211				332,371										955,211
ii	New Road - Roe Street to Sibbald Avenue	2040	332,371														332,371
0			15,373,270														
Total by funding source or agency				#####	#####	2,000	4,288,802	1,819,055	12,000	#####	370,000	13,969	714,613	2,928,027	1,095,781	118,644	15,373,271
Total by category				State	3,235,379		Federal	6,119,857	Sport	1,147,000	13,969	714,613	Shire	4,023,808	118,644		15,373,271

Table 15: Funding Strategy

17. RECOMMENDATIONS

That the Shire of Murray:

1. Endorse the Sir Ross McLarty Sports Precinct Master Plan (Revision F) that forms part of this report and calls for:
 - Immediate and permanent closure of the upper floor of the George Beacham Pavilion (July 2021)
 - Temporary accommodation of the Pinjarra Cricket Club in the Lovegrove Street Hall until a new facility is built (September 2021)
 - Immediate demolition of the existing tennis courts to allow expansion of SRMO4 to provide full size club cricket oval (2022)
 - Construction of a new pavilion to service SRMO2 and SRMO4 to be shared between cricket and hockey (2024)
 - Demolish the Lovegrove Street Hall when it is no longer required for temporary premises
 - Installation of new cricket wickets (turf and synthetic) and cricket practice nets serving SRMO2 and SRMO4 (2024)
 - Rationalise and create new parking areas throughout the precinct associated with pavilion development in 2024, 2032 and 2034-2035
 - Refurbish and provide storage for events and reserve users in the old equestrian pavilion (2024)
 - Provide or upgrade sports lighting to LED on SRMO1 by 2024 (150Lux), SRMO2 by 2036 (250Lux) and SRMO3 by 2031 (100Lux) in compliance with AS 2560.
 - Construction of a first aid room and new changerooms for players and umpires to service SRMO1 (2026)
 - Demolition of George Beacham Pavilion at the end of its useful life
 - Provide a permanent shelter over Bowling Green A (2027)
 - Create an events space on the old equestrian area serviced by power, water lighting and sewer connections (2029)
 - Install a precinct playground to service all reserve users (2030)
 - Construction of a first aid room, kitchen / kiosk, storage areas and changerooms for players and umpires to service SRMO3 (2034)
 - Close access to the precinct from Roe Avenue and establish a new main entry from Lovegrove Street (2034)
2. Acknowledge the order of probable cost for the implementation of the plan.
3. Advise the various funding agencies and organisations of the funding strategy outlined in this report and make application as appropriate based on grant guidelines and the implementation plan.

18. Appendices

18.1. Facility utilisation

The figures below provide indicative facility use patterns across the precinct.

	Venue Name: Sir Ross McLarty Sports Facility (PFNC)										Activity Space: Function Room (300pax)			
	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00														
7.30														
8.00														
8.30														
9.00														
9.30	Function hire	Function hire	Function hire	Function hire	Function hire	Function hire	Function hire	Function hire	Function hire	Function hire	PFNC Social activity			
10.00											Pre and Post Game activities			
10.30	full day bookings	full day bookings	full day bookings	full day bookings	full day bookings	full day bookings	full day bookings	full day bookings	full day bookings	full day bookings	26/52			
11.00														
11.30														
12.00														
12.30														
1.00														
1.30														
2.00														
2.30														
3.00														
3.30														
4.00														
4.30														
5.00														
5.30	PFNC Social activity post training		PFNC Social activity post training		PFNC Social activity post training		PFNC Social activity post training		PFNC Social activity post training					
6.00														
6.30														
7.00														
7.30	30/52		30/52		30/52		30/52		PFNC Social activity post game and AFL 18/52					
8.00														
8.30														
9.00														
9.30														
10.00														

Figure 18: Pinjarra Football and Netball Clubhouse bookings - Leased

SRMO1, the main oval is used as follows.

	Venue Name: SRMO1										Activity Space: Main AFL Oval			
	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00														
7.30														
8.00														
8.30														
9.00														
9.30														
10.00														
10.30														
11.00														
11.30														
12.00														
12.30														
1.00														
1.30														
2.00														
2.30														
3.00														
3.30														
4.00	PJFC Training		PJFC Training		PJFC Training		PJFC Training							
4.30	40		40		40		40							
5.00	PCC Training		PCC Training		PCC Training		PCC Training							
5.30	20/52		20/52		20/52		20/52							
6.00	PFNC Training		PFNC Training		PFNC Training		PFNC Training							
6.30	40		40		40		40							
7.00	PFNC Training		PFNC Training		PFNC Training		PFNC Training							
7.30	30		30		30		30							
7.30	30/52		30/52		30/52		30/52							
8.00														
8.30														
9.00														
9.30														
10.00														

Figure 19: SRMO1 use

		Venue Name: George Beacham Pavilion						Activity Space: Cricket clubroom (80pax) Leased to Pinjarra Cricket Club							
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															
10.30															
11.00															
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8.30															
9.00															
9.30															
10.00															

Figure 20: George Beacham Pavilion - upstairs clubhouse use - Leased

		Venue Name: George Beacham Pavilion						Activity Space: Changerooms						Hired by Council to Users	
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															
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9.00															
9.30															
10.00															

Figure 21: George Beacham Pavilion - lower level (changerooms) use

		Venue Name: Lovegrove St Pavilion (old tennis clubrooms)						Activity Space: Function room (40pax)							
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
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10.00															

Figure 22: Lovegrove Street (old tennis club) pavilion use

		Venue Name: SRMO3						Activity Space: Sir Ross McLarty Oval 3 (shared)							
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															
10.30															
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12.00															
12.30															
1.00															
1.30															
2.00															
2.30															
3.00															
3.30															
4.00	PJFC	PCC	PJFC	PCC	PJFC	PCC	PJFC	PCC	PJFC	PCC					
4.30	Training	Training	Training	Training	Training	Training	Training	Training	Auskick	Training					
5.00	40	40	40	40	40	40	40	40	60	40					
5.30	20/52	26/52	20/52	26/52	20/52	26/52	20/52	26/52	15/52	26/52					
6.00		Nets & Oval		Nets & Oval		Nets & Oval		Nets & Oval		Nets & Oval					
6.30															
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															

Figure 26: SRMO3 use

		Venue Name: SRMO2						Activity Space: Cricket Turf Oval							
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															
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8.30															
9.00															
9.30															
10.00															

Figure 27: SRMO2 use

		Venue Name: SRMO4						Activity Space: Junior Oval (synthetic wicket)							
		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
		Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter	Summer
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															
10.30															
11.00															
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12.00															
12.30															
1.00															
1.30															
2.00															
2.30															
3.00															
3.30															
4.00	Grasshopper	PCC													
4.30	Soccer 15 kids	Training													
5.00	16 / 52	40													
5.30		20/52													
6.00															
6.30															
7.00															
7.30															
8.00															
8.30															
9.00															
9.30															
10.00															

Figure 28: SRMO4 use

GEORGE BEACHAM PAVILION MANAGEMENT PLAN
DISABILITY ACCESS ITEMS

In Response to Recommendations from the
Disability Access Review 2016
O'Brien Harrop Access

		Version Control		
Version No	Date	Trim	Details	Author
1	1/12/2016	D20/39895	Draft	Manager Building
2	11/09/2020	D20/39895	Draft v1	Manager Building, Coordinator Sport & Recreation
3	17/09/2020	D20/39895	Draft v2	Manager Building, Coordinator Sport & Recreation
4	5/07/2021	D20/39895	Final	Manager Building, Manager Community & Library Services

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Executive Summary

The George Beacham Pavilion has been home to the Pinjarra Cricket Club (PCC) since 2010. However, in 2016 a Disability Access Review (the Access Review) conducted by Occupational Therapists and Disability Access Consultants, O'Brien Harrop Access, deemed the Pavilion non-compliant with the Building Code of Australia 2016 - Disability Access Standards 2010, and provided 17 recommendations for works to make the premises compliant.

The George Beacham Pavilion Management Plan (the Management Plan) was developed in response to the recommendations of the in 2016 Access Report but remained in draft until the PCC's lease expiry over the clubrooms in September 2020.

In September 2020, Council approved a holding over lease to the PCC until 30 June 2021 and requested the formation of a working group (subsequently named the Pinjarra Cricket Club Premises Working Group – the Working Group) to complete the plan and to provide a recommendation on the feasibility to undertake the works. The Working Group members included representatives from Council, the Shire and the Pinjarra Cricket Club.

Running parallel was the Review of the Sir Ross McLarty Sports Precinct Master Plan (the Master Plan). The scope of the Master Plan included investigating options for the future of the George Beacham Pavilion which included; a) full refurbishment to meet current BCA legislation and state sporting association contemporary facility guidelines; b) demolition and sharing with other clubs at the Precinct; c) demolition and development of a new facility.

The Master Plan estimated the refurbishment to be \$970,000 ex GST, found that sharing with existing clubs would not be viable, and therefore made the recommendation to develop a new facility at a more suitable location at the Precinct to service cricket and hockey.

The Working Group adopted the recommendation of the Master Plan and as such the Schedule of Works and Costs at Clause 9 of this Management Plan are redundant. It should be noted that these works were desktop stand-alone estimates only and did not consider the inter-relationship of the works and assumed the structural integrity of the Pavilion was sound. It also replaced like for like and did not consider State Sporting Organisations Facility Guidelines that require gender neutral amenities and larger spaces.

However, the Management Plan can be used for the purpose of documenting the process that the Shire and the PCC have taken in order to make an evidence based and informed decision on the future of existing and new assets.

1.0 Introduction

One of Council's core functions is to provide safe appropriate building infrastructure throughout the municipality that meet community needs and that are in accordance with legislative requirements. Council has acquired infrastructure assets by purchase, contract, construction by council staff and by donation of assets constructed by developers and others to meet increased demand.

The Shire of Murray (the Shire) has 98 buildings within its control. Buildings are an important component of Council's asset portfolio, as building infrastructure provides access to retail, community, educational and recreational facilities and is seen by the community as essential infrastructure. Council needs to ensure that there is an appropriate level of funding to enable this category of assets to be maintained and renewed to an acceptable standard.

Council's goal in managing infrastructure assets is to meet the required level of service in the most cost-effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Taking a life cycle approach,
- Developing cost-effective management strategies for the long term,
- Providing a defined level of service and monitoring performance,
- Understanding and meeting the demands of growth through demand management and infrastructure investment,
- Managing risks associated with asset failures,
- Sustainable use of physical resources.

The George Beacham Pavilion Management Plan (the Management Plan) has been prepared in accordance with the recommendations of the Disability Access Review completed in 2016 in order to manage the ongoing improvements to the George Beacham Pavilion to ensure compliance with required standards and to provide the Pinjarra Cricket Club, the current Lessees, with a safe and accessible club facility.

The costs provided are indicative only, and prior to works being undertaken an investigation will be conducted regarding the structural integrity of the building, and a quote for the works will be obtained from a qualified builder. This process will run concurrently with a review of the Sir Ross McLarty Sports Precinct Master Plan (the Master Plan) which will provide guidance on the future of existing assets on the site. The outcomes from these investigations will determine the future works outlined in the Management Plan.

2.0 Background

The Shire owns and manages the George Beacham Pavilion (the Pavilion) located on Reserve 5170 Lot 3001 Dixon Avenue Pinjarra. The first floor has been leased to the Pinjarra Cricket Club (the Club) since 2010, and expired on 2 September 2020. The Club was established in 1874 and has been successfully providing competitions and skill development for juniors and seniors over this time, recently fielding two ladies teams.

The Pavilion is 47 years old and is now struggling to meet the requirements of current legislation and to be functional for the users. In 2016 the Shire and the Club engaged Occupational Therapists and Disability Access Consultants, O'Brien Harrop Access, to compete a Disability Access Review (the Review) of the Pavilion in response to the pending installation of a Universally Accessible Toilet by the Club in the first floor of the Pavilion which has been converted to a clubroom. The Review provided 17 Recommendations and related works required to bring the Pavilion up to standard.

The UAT was installed in 2017 by the Club and triggered the requirement for the Pavilion to meet current legislative requirements of the Building Code of Australia 2016 and the Disability Standards 2010.

3.0 Purpose

The purpose of the Management Plan is to clearly articulate the required works to bring the building into compliance with legislative requirements as per the recommendations of the Review, demonstrate the proposed staging and costs of these works, and provide a commitment from both the Shire and the Club for the completion of works subject to the outcome of the structural integrity report / estimate of works, and the review of the Master Plan.

4.0 Objectives

The Management Plan is designed to manage the delivery of the upgrades for the Pavilion, including the financial planning, with consideration of the following:

- Level of service
- Community benefits
- Overall community value of asset ownership
- Risk Implications
- Statutory Obligations

Key Objectives are:

- Communicate the current condition and use of the building and review the budgets and practice's used to upgrade it
- Undertake financial review of required works and adopt an approach to fund those works
- Develop cost effective management strategies for the term of the Management Plan
- Define key roles and responsibilities of both the Club and the Shire
- Make the Pavilion accessible for people with a disability and the mobility impaired
- Reduce the risk to the Shire and the Club in the event of a claim being made due to access issues into and around the building.

5.0 Key Stakeholders

The following groups have been identified as key stakeholders in the management and use of the building facilities and related assets.

Stakeholder	Expectations
Councillors	Meeting community needs, sound management and allocation of financial resources, good governance
Shire of Murray	Appropriate risk management policies and practices, safe working environments
Pinjarra Cricket Club	Lease holder of fit for purpose building, accessible club, provision of community cricket activities
Residents and Visitors	Access to community buildings
Insurers	Well maintained assets specific to users needs
Government (Federal and State)	Systems in place to sustain building infrastructure, accountability, transparency

6.0 Links to Corporate Strategies

This Management Plan is prepared under the direction of Council’s vision, goals and objectives.

Council’s vision is:

By 2030, the Shire of Murray will be a place where business thrives, we protect our environment, and all people enjoy outstanding quality of life.

The Management Plan is a crucial component of the Council planning process linking with the following corporate documents:

- Strategic Community Plan 2019 - 2030
- Corporate Business Plan 2020 - 2024
- Budget Plans and associated documents
- Risk Management Strategy
- Risk Management Policy
- Asset Management Policy
- Asset Management Plans
- Shire of Murray Demographic Study
- Community Infrastructure Plan 2013

7.0 Legislative Requirements

The relevant legislation governing building operations include:

Legislation	Requirement
Local Government Act 1995	Sets out the role, purpose, responsibilities and powers of local governments.
Building Code of Australia 2016	Code of Practice relevant for all building design and construction
Australian Standards and Codes of Practice	Referenced in the Building Code of Australia. Covers a cast range of building construction and management.
Disability Discrimination Act 1992	To ensure that persons with disabilities have the same rights as the rest of the community (including access to premises).
Environment Protection Act 1986	Regulations regarding noise, sustainability, land fill, stormwater and groundwater resources.
Heritage Act of WA 1990	Protection of historic buildings, structures and precincts.
Occupational Health & Safety Act 1984	Provide a work environment that is safe and as far as practicable without risk to health.
Planning & Development Act 2005	Defines the land use and zoning in relation to building infrastructure

8.0 Management Strategies

The Management Plan proposes the following strategies be put in place.

- The creation of set milestones or stages to complete works in accordance with the recommendations of the Disability Access Review.
- The Club is to only hold committee meetings and small gatherings of no more than 30 people in the first floor Pavilion with large events to be held at alternative venues.
- Club members only able to access the first floor.
- The Pavilion first floor not available to club members for private functions.
- The Pavilion first floor is not available for hire to third parties.
- Shire is to actively source funding opportunities for the upgrades.
- The Club is to develop a communication plan for members regarding the need for, and the process required, to make the building compliant.
- The Club is to develop a process to handle any complaints that may arise from members.
- Shire to review the Sir Ross McLarty Sports Precinct Master Plan to determine the long term need for the building.

9.0 Schedule of Works and Costs

Financial forecast models assist in predicting the future financial requirements based upon the presumption that the proposed works are to occur as per schedule.

This section presents a forecast financial summary for the next 4 years based on identified assumptions and trends. It is anticipated that the financial summary will be reviewed annually and continue to be refined as planning studies, strategies and increased financial analysis are completed.

Item	Audit Ref (page)	Proposed works	Year	Est cost Ex GST
1	N/A	The construction of unisex toilet facilities on the first floor, with one facility being suitable for use by a person with a disability	2017	Completed
2	4	Accessible Parking Accessible parking bay with a shared area to meet AS2890.6 2009 Note: line marking within existing carpark	2020/21	\$1,000
3	4	External Access Accessible path of travel from the newly created accessible parking bay to the concrete path around the building with gradient not to exceed 1:20. Note this will negate the requirement for ramp finishings	2020/21	\$5,000
4	5	Concrete Path Around Building Upgrade paths along the side of the Pavilion to minimum 1000mm (1200 preferred). Curved areas require 1500mm, or a 90 degree changer of direction requires circulation space of 1500x1500mm	2020/21	\$10,000
5	6	Entrance Doors Widen all entrance doors to provide minimum 850mm clear open space	2021/22	\$5,000

6	6	Ensure new doors have locking devices and handles that comply with the design and location requirements of AS1428.1 2009	2021/22	\$2,000
7	6	Ensure new doors are identifiable by the application of luminance contrast treatment as per page 6 of Audit	2021/22	\$500
8	8 & 9	Vertical Access Replace stairways to meet requirements	TBC Note 1	\$20,000
9	9	Installation of a lift to meet requirements	TBC Note 1	\$100,000
10	9	Upgrade of kitchen on first floor to meet requirements	TBC Note 1	\$10,000
11	10	Sanitary Facilities Provide one unisex accessible shower and toilet on ground floor available to public Note: refit current umpires room. New addition.	TBC Note 1	\$20,000 \$75,000
12	10	Provide one unisex accessible shower and toilet on ground floor in each of the changerooms	TBC Note 1	\$50,000
13	10	Signage As per requirements	2022/23	\$1,500
				\$ 300,000

Note 1: Items 8, 9, 10 and 11 are subject to the outcomes of the review of the Sir Ross McLarty Sports Precinct Master Plan and will only be undertaken if the Pavilion is to be retained.

Assumption has been made that the ground floor kiosk, which has not been used for many years, will not be upgraded and therefore has not been included. Relevant items in the Review are Recommendation 4.5, page 7.

10.0 Risk Management

The Shire of Murray has acknowledged that Risk Management is an integral part of its organisation. The Risk Management Policy is a statement of commitment to ensure that the interests of the community, its employees and contractors are protected by minimising loss arising from Councils activities and services.

The recognised objectives of risk management are to:

- Outline the process by which an organisation will manage risk associate with its assets, so that all risks can be identified and evaluated in a consistent manner
- Identify operational and organisational risks at a broad level
- Allocate responsibility for managing risks to specific staff to improve accountability
- Prioritise the risks to identify the highest risks that should be addressed in the short to medium term

10.1 Risk Principles & Process

The process outlined in the International Standard AS/NZS/ISO 31000:2009 as illustrated in Figure 14 below, is utilised in order for Council to achieve the objectives of risk management.

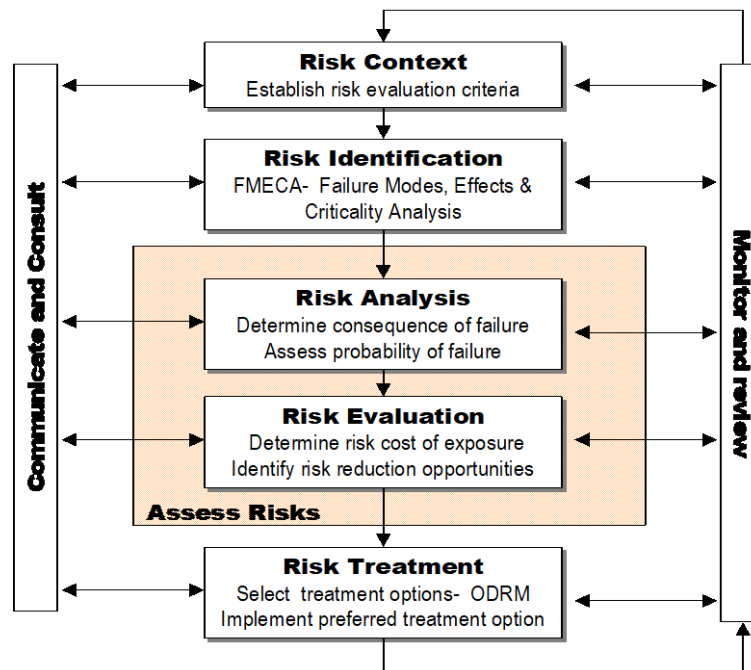


Figure 14

10.2 Risk Management Framework

The Shire of Murray has developed an organisational wide approach to risk management. This risk management framework consists of a risk management policy, a risk management strategy supported by a corporate risk register.

The framework is designed to ensure that:

- All significant operational and organisational risks are understood and identified.
- The highest risks are identified and addressed.
- Risk reduction treatments are implemented which best meet business needs.
- Responsibilities for implementing, evaluating and managing risks are allocated to specific staff and reporting regimes adopted.

10.3 Risk Assessment

The key risk management criteria relating to this plan are:

- Public health and safety
- Service provision
- Environmental and legal compliance
- Image reputation, political and public relations
- Business interruption
- Financial risk – escalating costs in deterioration
- User group accountability

Step 1: Risk Identification

As part of its operational procedures, Council undertakes a review of potential risks. Any risks identified are assessed to determine their potential impacts. The current and required controls are documented in the Corporate Risk Register. Risks within this plan can be identified from a number of resources such as:

- Reports from user groups and building occupants
- Industry information and trends
- Reports and complaints from the general public
- Information obtained from incident reports

Step 2: Risk Analysis and Evaluation

Risk analysis and evaluation follows the principles as set out by the international standards on risk management. The analysis considers both the likelihood and consequence of events and other risks. Table 1 shows Councils adopted consequence table with descriptions of the different level of impact that could result. The officer undertaking a risk assessment would select the most relevant consequence level.

Table 1 – Consequence Table

LEVEL	DESCRIPTION	FINANCIAL IMPACT	HEALTH	REPUTATION	OPERATION	ENVIRONMENT
1	Insignificant	Less than \$5,000	No injuries	Low impact, low profile, minor complaint.	Little impact – objectives still achieved with minimum extra cost or inconvenience	Little impact
2	Minor	\$5,000 to \$10,000	First aid treatment	Heightened concern by community, several complaints.	Inconvenient delays – partial achievement of objectives with some compensating action taken	Minor damage or contamination
3	Moderate	\$10,000 to \$100,000	Medical treatment	Low level local news profile.	Significant delays to major deliverables – additional costs required and or time delays to achieve objectives. Adverse impacts on KPI's and targets.	Environmental damage requiring restitution or internal cleanup
4	Major	\$100,000 to \$500,000	Death or extensive injuries	Major coverage in local media, low profile in state media.	Unable to achieve corporate objectives or statutory obligations resulting in significant visible impact on service provision such as closure of facilities	Minor Breach of legislation / significant contamination or damage requiring third party assistance
5	Catastrophic	More than \$500,000	Multiple deaths or severe permanent disablements	High state or national news profile.	Organisation unable to function.	Major breach of legislation or extensive contamination and environmental damage requiring third party intervention

The next process is to estimate the likelihood of a risk actually occurring. Table 2 shows the Shire of Murray's adopted level of likelihood.

Table 2 - Likelihood Rating Scale

LEVEL	DESCRIPTION	PROBABILITY	FREQUENCY
A	Almost Certain	Expected to occur in most circumstances	More than once per year
B	Likely	Will probably occur in most circumstances	At least once per year
C	Possible	Should occur at some time	At least once in three years.
D	Unlikely	Could occur at some time	At least once in ten years
E	Rare	May occur, only in exceptional circumstances	Less than once in fifteen years.

With the consequence and likelihood levels chosen, the risk can then be assigned a risk rating (Table 3) and actions taken as required.

Table 3 - Risk Level

		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Likelihood	Almost Certain A	M	H	H	E	E
	Likely B	M	M	H	H	E
	Possible C	L	M	M	H	H
	Unlikely D	L	L	M	M	H
	Rare E	L	L	L	M	M

Table 4 – Risk Evaluation

RISK RANK	DESCRIPTOR	CRITERIA FOR RISK ACCEPTANCE	RESPONSIBILITY
LOW	Acceptable	Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring	Operational Manager
MODERATE	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGH	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to quarterly monitoring	Executive Management
EXTREME	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO

Risk Details	Risk Assessment			Treatment Strategy	Responsibility
	Likelihood	Consequence	Risk Rating		
Building remains in current condition	2	4	Moderate	1. Progress the implementation of the works identified in the Disability Access Review Report	Shire and PCC
Works not completed as per proposed schedule.	2	4	Moderate	1. Build the works into the Shires annual budget, asset management plan, and annual works plan	Shire
Funding not secured for required works.	3	4	High	1. Prioritise works against other projects 2. Do not allow the Club to occupy the premises until funds are secured	Shire
Claim made against Shire under Disability Discrimination Act 1992	3	4	High	1. Progress the implementation of the works identified in the Disability Access Review Report 2. Do not allow the Club or the general public to occupy or hire the premises	Shire
Claim made against Shire due to personal injury from non-compliance of building	2	4	Moderate	1. Progress the implementation of the works identified in the Disability Access Review Report 2. Implementation of policies in Club lease: <ul style="list-style-type: none"> - only members of the Pinjarra Cricket Club are admitted to the leased premises, - the premises are not hired out to external parties, and - the premises are not used by Pinjarra Cricket Club members for any activities unrelated to cricket such as private celebrations 3. Large Club functions held at alternate venues	Shire and PCC

Complaint made the Shire and/or the Club regarding access	3	2	Moderate	1. Develop a communications strategy	Shire and PCC
The Club cannot occupy the building	2	2	Moderate	1. Progress the implementation of the works identified in the Disability Access Review Report 2. Find an alternative interim or medium term solution such as sharing with other groups	Shire and PCC

7.0 Funding Sources

Current funding sources available for the building assets include:

- Federal / State Government Grants
- Pinjarra Cricket Club
- Council funds
- Other

8 Monitoring & Review Procedures

The effectiveness of this plan can be measured in the following ways:

- The degree to which milestones are met;
- The effectiveness of communication by the Club to Club members,
- The effectiveness of Clubs processes should complaints be received



Pinjarra Cricket Club Premises Working Group

Final Report

July 2021

Membership

Pinjarra Cricket Club Premises Working Group membership:

- Marlene Renton, Manager Community and Library Services, Shire of Murray (Chair)
- Dale Burton, Manager Building, Shire of Murray
- Councillor Brad Cardilini
- Ben Burley, Pinjarra Cricket Club
- Bambi Bashford, Pinjarra Cricket club
- Doug Bashford, Pinjarra Cricket Club

Version Control

Version No	Date	Trim	Details	Author
1	5/07/2021		Draft v1	PCCPWG

Introduction

The Pinjarra Cricket Club Premises Working Group (the Working Group) was formed in October 2020 at the request of Council at the Ordinary Council Meeting 24 September 2020, in response to the expiry of the Pinjarra Cricket Club (PCC) lease at George Beacham Pavilion (the Pavilion) and the findings of a Disability Access Review (the Access Review) in 2016 by O'Brien Harrop Access that deemed the premises to be non-compliant with the Building Code of Australia – Disability Access Standards 2010.

Purpose

The purpose of the Working Group was to:

- a) investigate the options, costs and practicality of implementing the George Beacham Pavilion Management Plan
- b) explore short-term (2-4 years) options for alternate premises, if required, to allow the PCC to continue to operate and grow membership in the event that the Pavilion becomes temporarily or permanently unusable.

Council also requested that the Working Group be consulted as a key stakeholder in the Review of the Sir Ross McLarty Sports Precinct Master Plan (the Master Plan), as the scope of the Master Plan included investigating the following options for the George Beacham Pavilion;

- a) full refurbishment to meet current BCA legislation and state sporting association contemporary facility guidelines,
- b) demolition and the PCC share premises with existing clubs on long term leases, and
- c) demolition and development of a new facility.

Since the formation of the Working Group, the PCC has been advised by Council that the Holding Over Lease that expired on 30 June 2021 would not be renewed and that the club was required to vacate the Pavilion by 31 July 2021.

Outcomes and Recommendations

The Working Group met regularly to discuss the issues and explore solutions and the final outcomes and recommendations are below.

1. Complete the development of the George Beacham Pavilion Management Plan

In 2017, the Draft George Beacham Pavilion Management Plan (the Management Plan) was developed to address the 17 recommendations for works from the Access Review to make the premises compliant. It remained in draft form and was never implemented.

The Management Plan has been completed and is attached.

2. Cost and prioritise the works in the George Beacham Pavilion Management Plan

The 2017 draft itemised the works required and provided an estimate for each item. However, these works were desktop stand-alone estimates and did not consider the inter-relationship of the works, the age of the building with respect to wiring and plumbing, and assumed the structural integrity of the Pavilion met requirements. It replaced like for like and did not consider State Sporting Organisation Facility Guidelines for contemporary design that incorporate gender neutral amenities and larger spaces.

Therefore, the Working Group resolved to adopt the costings for redevelopment of the Pavilion as provided in the Master Plan, which is estimated at \$970,000 ex GST at the time of writing this report.

3. Determine the practicality and feasibility (cost v benefit) of implementing the Plan with consideration of Shire, Club and regional strategic plans and relevant policy

The Working Group determined that spending \$970,000 on a 50 year old building to make it compliant and meet contemporary sporting standards was not feasible. The Pavilion does not have a practical or functional relationship to the club's playing fields and the second storey clubhouse would continue to provide challenges for the supervision of children playing outside (that is, no direct supervision is possible).

The draft Master Plan recommends the demolition of the Pavilion when replacement changerooms are built, and the construction of a new facility to be shared between cricket and hockey.

Additionally, Council has determined that the second storey of the Pavilion can no longer be used by any persons as the risks associated with the building being non-compliant have been deemed too high.

Recommendation 1

[That the George Beacham Pavilion Management Plan is not implemented, and that the recommendation in the draft Sir Ros McLarty Sports Precinct Master Plan is endorsed, which is: The George Beacham Pavilion is demolished and a new facility is built to service Ovals 2 and 4 to be shared by the Pinjarra Cricket Club and the Pinjarra Hockey Club.](#)

4. Explore temporary sharing options with established clubs at the Sir Ross McLarty Sports Precinct (the Precinct), either in part or total, to include the Pinjarra Football and Netball Club, and the Pinjarra Bowling and Recreation Club

Meetings were held with the Pinjarra Football and Netball Club (PFNC) and the Pinjarra Bowling and Recreation Club (PBRC) to explain the current situation and to request that the clubs consider either a temporary or permanent sharing arrangement so that the PCC could continue to operate (ie not be 'homeless').

The PFNC stated that unfortunately they were not in a position to assist due to a pending organisational structure review, ongoing growth, and a number of significant planned upgrades in the next 5 years such as a full kitchen refurbishment and a new female amenity block.

Three meetings were held with the PBRC who were open to exploring the possibility of a temporary sharing arrangement for up to three years while another permanent arrangement was found. They did not wish to commit to a permanent or long-term agreement. As the logistics of a temporary arrangement were discussed, it became evident that it would be challenging to make it work from a management, access and financial aspect, even with the best intentions of the two committees and the support of the members.

5. Explore temporary relocation to the Lovegrove Street Hall (previously home to the Pinjarra Tennis Club)

The PCC and Shire officers undertook two site visits to the Hall. The building is 40 years old and is much smaller and more basic than the Pavilion. It consists of a kitchenette, one internal toilet / shower, one external toilet, and a community space for 40 people. Unfortunately, it has no internal or external storage. The club agreed that

they could make the Hall home and continue operations for the next 3 to 5 years while the Shire seeks funding for a new facility. However, it was recognised that it was not currently fit-for-purpose and that some minor upgrades and refurbishments will be required to make the premises secure, safe and functional.

6. Explore other options that may arise

No other options could be found that would not compromise the ongoing success and viability of the PCC.

Recommendation 2

That the Pinjarra Cricket Club relocate to the Lovegrove Street Hall for a period of 5 years under an exclusive use arrangement.

Recommendation 3

That the Shire and the Pinjarra Cricket Club develop a schedule of works to make the Hall secure, safe and functional, and that the costs for the works are shared.

Outstanding Council Resolutions

Open Resolutions/Items

Name	Owner	Start Date	Status	Complete %	Recommendation/Council Decision	Progress Comment	Last Updated
OCM 24 June 2021 Item 15.1 Dwellingup Futures Road Map 2021-2036 Reports - Release for Public Comment	Brett Flugge, Dean Unsworth	24/06/2021	In Progress		That Council: 1. grants delegated authority to the Chief Executive Officer to release the Dwellingup Futures Road Map reports for public comment for a 28 day period, with an open public forum being arranged in Dwellingup to present the report findings, in conjunction with using other community consultation methods and news media channels; and 2. awaits a further report on submissions received following the public advertising phase to consider the Road Map reports for final endorsement prior to forwarding onto the Minister for Regional Development.	Next SWG/TAC meeting is to be held on 28 July with a public meeting on 11 August. Submissions to the Dwellingup Futures Road Map will close late August and a report will be presented in September or October to Council.	Dean Unsworth Jul 12, 2021 09:30 AM
OCM 24 June 2021 Item 11.8 Pinjarra Cricket Club Holding Over Lease	Marlene Renton	24/06/2021	In Progress	75	That Council: 1. notes that the Pinjarra Cricket Club Holding Over Lease (LD928) at George Beacham Pavilion expires on 30 June 2021; and a. confirms the lease is not to be extended with the premises being vacated by 30 July 2021; and b. requests the Pinjarra Cricket Club Premises Working Group finds a solution that will enable the club to operate successfully until a permanent home is established; and 2. supports the development of detailed concepts and costings, to be funded from Project AD0002 C101, for a new shared facility for cricket and hockey in preparation for funding applications.	The Pinjarra Cricket Club have been informed of the vacate requirements. The Pinjarra Cricket Club Premises Working Group have submitted the group's final report and recommendations to Council for consideration at the July 2021 OCM. CCS Strategic has been engaged to complete detailed concepts and costings for a new facility to be shared between cricket and hockey, and to complete a CSRFF application for 30 September 2021.	Leanne McGuirk Jul 13, 2021 08:34 AM
OCM 24 June 2021 Item 11.7 2021 - 2025 Corporate Business Plan	Nicole Wilson	24/06/2021	In Progress	20	That Council adopts the 2021 - 2025 Shire of Murray Corporate Business Plan as contained in Appendix 7.	Public Notice has been arranged. Projects and Actions to be assigned to staff in the next couple of weeks.	Nicole Wilson Jul 1, 2021 04:54 PM
OCM 24 June 2021 Item 11.2 Shire of Murray Extractive Industries Local Law 2021	Robert Marlborough	24/06/2021	Not Started		That Council 1. supports the making of the proposed Shire of Murray Extractive Industries Local Law 2021 (local law) in accordance with section 3.12 of the Local Government Act 1995, as detailed at Appendix 2; 2. supports the proposed local law being advertised in accordance with section 1.8 of the Local Government Act 1995 and for copies of the proposed local law being made available to the public, with a submission period being open for a minimum period of 6 weeks; and 3. be provided with a further report on the proposed local law after the close of submissions to formally make the local law, by Absolute Majority in accordance with the provisions of the Local Government Act 1995.		Cheryl Shenton Jul 1, 2021 12:15 PM

OCM 24 June 2021 Item 11.1 Proposed Amendment to Peel Business Park Design Guidelines Local Planning Policy	Rod Peake	24/06/2021	In Progress		That Council:1. pursuant to the requirements of the Deemed Provisions set out in Schedule 2, Part 2, Clause 5 of the Planning and Development (Local Planning Schemes) Regulations, resolves to proceed with the proposed amendments to the Peel Business Park Lot 600 Design Guidelines Local Planning Policy as set out in Appendix 1 together with a further amendment as set out in the detail section of this report regarding roof pitches, subject to the detailed wording of the amendments being to the satisfaction of the Director Planning and Sustainability; and 2. publishes notice of the amended policy in a newspaper circulating within the Shire in accordance with the requirements of the Deemed Provisions.	Amendments to policy document under preparation.	Rod Peake Jul 5, 2021 08:23 AM
OCM 27 May 2021 Item 11.10 Pinjarra Entry Statement - Historic Steam Train Locomotive	Dean Unsworth	27/05/2021	In Progress	100	That Council allocates \$30,000 from the Rail Heritage Reserve and \$70,000 from the Asset Enhancement Reserve to purchase, refurbish, transport and then permanently place an historic PMR 735 Steam Train Locomotive as an iconic entry statement into Pinjarra.	Have commenced negotiations with owner.	Cheryl Shenton Jul 1, 2021 12:10 PM
OCM 22 April 2021 - Item 11.6 Beau Sovereign Traffic Bridge Closure	Marty Harrop	28/04/2021	In Progress	50	That Council: 1. closes Bridge No. 5301 on Beau Sovereign Court over the North Dandalup River to vehicles and remove the structure from the Shire's traffic bridge asset register; 2. authorises staff to advise Main Roads Western Australia that Bridge No. 5301 is no longer a traffic bridge and is to be removed from Main Roads Integrated Road Information System (IRIS); 3. supports staff to investigate the modification of the traffic bridge to a pedestrian and equine standard; and 4. authorises staff to manage the bridge structure transformation via the Shire regional bridge program funds.	The traffic bridge has been barricaded and Main Roads have also been advised that the traffic bridge is closed. The assessment of the bridge for conversion to pedestrian will be undertaken in early spring.	Marty Harrop Jun 14, 2021 03:45 PM
OCM 25 February 2021 - 11.8 Housing and Accommodation Feasibility & Investment Report and Investment Prospectus	Leanne McGuirk	25/02/2021	In Progress	80	That Council endorse: 1. the findings of the 'Housing and Accommodation: Feasibility and Investment Report' prepared by Syme Marmion and Co; 2. the investment prospectus prepared by Syme Marmion and Co. for the purposes of attracting short stay accommodation investment in Dwellingup; 3. the CEO working with relevant landowners, agencies and key stakeholders to identify a preferred development site and to develop and implement a strategy that will facilitate investment and development of a high quality, short stay accommodation offering within the Dwellingup townsite; and 4. a further review, particularly around Pinjarra's opportunities be undertaken, and a report be provided to Council for consideration within twelve months.	Investigations and discussions underway with landowners of potential sites under investigations.	Leanne McGuirk Jul 13, 2021 08:34 AM

OCM 17 December 2020 - 11.3 Murray Aquatic and Leisure Centre (MALC) Pool Heating	Ben Jordan	17/12/2020	In Progress	90	That Council: endorses the addition of two 350 kW boilers and associated works at the Murray Aquatic and Leisure Centre and increases the current funding allocation from the MALC Capital Reserve for the works from \$130,000 to \$203,000	Boiler unit installation and ancillary works completed in the main. The system is operational, however commissioning works are still underway bringing the hydrotherapy pool into line with the new boilers. The closed water loop system is still being flushed from the initial treatment, which once finished will have inhibitor added and will result in the completion of all works on the heat exchanger side of the system. All works expected to be finalised by the end of July with monitoring and tweaking of the system expected over the following 12 months.	Ben Jordan Jul 13, 2021 08:42 AM
OCM 17 December 2020 - 11.2 Installation of Additional Solar Photovoltaic Renewable Energy System at the Shire Administration Building	Tom Lerner	17/12/2020	In Progress	50	That Council: 1. proceeds with the installation of an additional 26kW solar photovoltaic cell system on the Shire Administration building; 2. authorises the Chief Executive Officer and Shire President to execute the associated lease documentation; and 3. notes that details on a revolving green energy fund to finance renewable energy and energy efficiency projects will be presented to it in early 2021 as one of the action pledges under the Cities Power Partnership program and as part of this consider including the savings realised from the additional photovoltaic system into the green revolving energy fund to then be used as seed funding to finance additional renewable energy and energy efficiency projects.	Arrangements with contractor underway for installation in July.	Rod Peake Jul 5, 2021 08:24 AM
OCM 24 September 2020 - 11.13 Proposed Extractive Industry – Lot 1261 Willowdale Road	Alan Smith	24/09/2020	In Progress	85	That Council: 1. authorises the Chief Executive Officer to negotiate and endorse a long term lease agreement with Alcoa for the purpose of gravel extraction for Public Purposes; 2. establishes an Infrastructure Account of \$300,000 from the Asset Enhancement Reserve to develop and manage the extractive Industry site at Lot 1261 Willowdale Road for future infrastructure provision; and 3. develops a Business Plan for the proposed Extractive Industry at Lot 1261 Willowdale Road.	A further meeting has been held with Alcoa due their internal staff changes to help progress the lease.	Alan Smith Jun 14, 2021 06:49 AM
OCM 24 September 2020 - 11.4.1 Matter Arising - Application for Rating Exemption – Access Housing Australia Ltd	Tracie Unsworth	24/09/2020	In Progress		That Council: 1. continues to lobby through WALGA to remove any ambiguity in the Act that grants exemptions to charitable organisations such as Access Housing and thereby removing the impost to the general rate payer; and 2. officers investigate an appropriate mechanism through rate payer notices in the future to identify the cost subsidy borne by the rate payer.	Process to be included as part of the 21/22 financial year rating process and referenced in the Rating Strategy document.	Tracie Unsworth Jul 5, 2021 09:51 AM

<p>OCM 25 June 2020 - Item 16.1 Confidential Report – Business Plan Outcome and Sale of Lots 301 to 305 Dewar Road and Lots 306 to 310 Beau Sovereign Court, North Dandalup (Formerly Lot 102 Lakes Road)</p>	<p>Robert Marlborough</p>	<p>25/06/2020</p>	<p>In Progress</p>	<p>90</p>	<p>That Council: endorses the Officers Recommendation included in the report for Item 16.1 provided under confidential cover.</p>	<p>Sales completed for Lots 307 and 308 Beau Sovereign Court and Lots 301 and 304 Dewar Road. Offers received and accepted for – Lot 310 Dewar Road; Lot 306 Beau Sovereign Court (Finance extension approved 8 February); and Lot 303 Dewar Road. These offers are all subject to finance approval. A cash offer to purchase Lot 309 Beau Sovereign Court has been received, and this is not subject to any conditions. Settlement is scheduled for 45 days after 10 February 2021. Nil offers received so far for Lot 302 or Lot 305. Land titles received 4 September 2020. Agent appointed to Auction the lots to be sold. Auction date set as 10 October 2020. Statutory advertising arranged. Settlement Agent appointed to deal with land actions resulting from the auction. Auction held 10 October 2020. All lots passed in. As of 29 October 2020 two offers and acceptances received for Lot 303 Dewar Road and Lot 308 Beau Sovereign Court. Marketing for remaining lots ongoing.</p>	<p>Robert Marlborough Jun 15, 2021 10:15 AM</p>
<p>OCM 25 June 2020 - Item 11.6 Amendment No. 316 to Town Planning Scheme No. 4 - Proposed Equestrian Zone, Lots 462 and 502 South Western Highway, Blythewood</p>	<p>Rod Peake</p>	<p>25/06/2020</p>	<p>In Progress</p>	<p>50</p>	<p>That Council: 1. pursuant to Section 75 of the Planning and Development Act 2005 resolves to prepare Amendment No 316 to the Shire of Murray Town Planning Scheme No. 4 to rezone portion of Lot 462 and Lot 502 South Western Highway, Blythewood, from Rural and Private Recreation to Special Use – Equestrian, with a range of suitable conditions that limit the use of the site to equestrian related activities and provide for the orderly progressive development of the land, including the need for a structure plan to guide development; 2. pursuant to Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 specifies that the Amendment is a standard amendment as it is considered not to comfortably fall within either the complex or basic amendment categories and will not result in any significant environmental, social, economic or governance impacts on land within the Scheme area; 3. authorises the Shire President and Chief Executive Officer to sign and seal the scheme amendment documents prepared to the satisfaction of the Director Planning and Sustainability; 4. authorises the amendment to be forwarded to the Environmental Protection Authority for consideration of the need for environmental assessment in accordance with section 81 of the Planning and Development Act; and 5. following compliance with sections 81 and 82 of the Act, proceeds to advertise the amendment for a period of at least 42 days.</p>	<p>Scheme Amendment Documents prepared and referred to Environmental Protection Authority.</p>	<p>Rod Peake Jul 5, 2021 08:26 AM</p>

OCM 22 June 2017 – Item 16.1 Dwellingup Community Compact Draft Position Statement – Bauxite Mining in and Around Dwellingup - CONFIDENTIAL	Dean Unsworth	1/07/2018	In Progress	75	That Council: 1. supports the recommendations of the Chief Executive Officer as presented in the table of 12 actions recommended by the Dwellingup Community Compact; 2. delegates to the Shire President and Chief Executive Officer to negotiate further with the Dwellingup Community Compact and Alcoa regarding the proposed Dwellingup Discovery Forest, but that Council fully supports this concept in principle; and 3. requests a further report following further negotiations with stakeholders and following the future public meeting with the community.	Workshops have continued and a final Dwellingup Futures joint workshop will be held on 16 June 2021 prior to a public meeting and calls for submissions in July.	Dean Unsworth Jun 14, 2021 10:09 AM
OCM 23 August 2018 - Item 11.6 Land Encroachments & Other Structures – Closure of Unmade Road – Ballee Island, South Yunderup	Robert Marlborough	23/08/2018	In Progress	66	That Council: 1. approves for the Chief Executive Officer to formally progress with the Minister for Lands, through the Department of Planning, Lands and Heritage the closure of the unmade road reserve and the creation of a new Crown Reserve for the purposes of “foreshore” on Ballee Island, South Yunderup, with the following outcomes to be achieved: (a) the Crown Reserve land is to be managed by the Shire under a management order; (b) the new Crown Reserve boundaries are to be established in such a way to ensure 3 metre setbacks are provided to accommodate the patio encroachment from Lot 87 Ballee Island and the existing dwelling encroachment from Lot 83 Ballee Island; (c) a 5 metre wide easement being established within the new Crown Reserve to provide ongoing protection to existing Water Corporation infrastructure; (d) define the areas proposed in point 2; 2. pending the closure of the unmade road reserve and the creation of the new Crown Reserve actively encourage the Department of Planning, Lands and Heritage to facilitate suitable formal lease arrangements and the appropriate Peel Region Scheme consents, for an initial period of 10 years; (a) with the owner of Lot 82 Ballee Island for existing cottage (dwelling) adjacent to this property; (b) with the owner of Lot 83 for Gazebo and other structure adjacent to this property; 3. after receiving confirmation from the Department of Planning, Lands and Heritage that points 1 and 2 are supported and being actioned a further report be prepared for Council to consider the full cost breakdown of survey and other associated costs; and 4. authorises the Chief Executive Officer to continue engaging with the landowners of Lots 82, 83 and 87 Ballee Island to determine equitable contributions towards the cost of the survey works.	Funding approved in 20/21 budget to undertake formal survey work to progress outcomes on the land encroachments	Robert Marlborough Jun 14, 2021 04:16 PM
OCM 22 November 2018 – Item 11.9 Pinjarra Massacre Memorial Project	Leanne McGuirk	22/11/2018	Deferred	30	That Council supports: 1. the Pinjarra Massacre Memorial Project in principle, including the development of a concept plan; 2. allocation of in kind workforce resources to assist in the development of a concept plan; 3. further consideration of the provision of financial and/or in kind support, following the completion of a concept plan; and 4. investigation into the opportunities of a Joint Management Agreement over Crown Reserve 31032.	This project is lead by the Department of Planning, Lands & Heritage, with the Shire being one of a number of stakeholders. The project was placed on hold by DPLH in early 2020. The Department and local Elders have been advised that the Shire remains committed to supporting and enabling progression of the project and look forward to working with all key stakeholders when the project is re-established.	Leanne McGuirk Jul 13, 2021 08:36 AM

<p>OCM 27 June 2019 – Item 11.24 Lower Murray River – Foreshore Stabilisation Guidelines</p>	<p>Alan Smith</p>	<p>27/06/2019</p>	<p>In Progress</p>	<p>85</p>	<p>That Council: 1. supports the introduction of Foreshore Stabilisation Guidelines for the Lower Murray River; 2. continues to engage with Community Associations to inform and add value to the introduction of the Foreshore Stabilisation Guidelines for the Lower Murray River; 3. seeks approval from the Department of Water and Environmental Regulation (DWER) and Department of Planning Lands and Heritage (DPLH) for any required environmental and structural works within the Foreshore Stabilisation Guidelines for the Lower Murray River riverbanks that abut areas under the management of the Shire of Murray; and 4. once approvals have been obtained from DWER and DPLH for environmental and structural works on the Riverbanks, an engagement strategy be initiated to enable ongoing liaison directly with the community within proximity of the Lower Murray River.</p>	<p>The design of the riverbank retaining wall has been completed and issued to both the Department of Water and Environmental Regulation and the Department of Planning, Lands and Heritage for comment prior to finalising the handover of the Riverbank management. Funding applications have been completed to source funding to undertake remediation works at three different areas on the Islands and in South Yunderup.</p>	<p>Alan Smith Jun 14, 2021 03:31 PM</p>
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Delegated Decisions of Development Approvals for June 2021

Application Number Display	Reason For Permit	Site Address Full Address	Decision	Lodged Date Date	Decision Date Date
616-246-1	Modification of Private Jetty	38 Riverside Drive, Furnissdale WA 6209	Issued	25/05/2021	14/06/2021
616-249-1	Jetty	19 Riverside Drive, Furnissdale WA 6209	Issued	22/06/2021	30/06/2021
P031/2021	R-Code Variation for Dwelling	17 Oomoo Place, South Yunderup WA 6208	Issued	10/02/2021	23/06/2021
P041/2021	Oversized colorbond shed	231 Riverside Drive, Furnissdale WA 6209	Issued	4/03/2021	24/06/2021
P057/2021	Relocated Dwelling	Lot 109 Greyhound Retreat, Nambeelup WA 6207	Issued	19/03/2021	1/06/2021
P079/2021	Renovations and Monolith Sign	1896 Pinjarra Road, Pinjarra WA 6208	Issued	14/04/2021	15/06/2021
P097/2021	Extension to patio	57 Banksia Terrace, South Yunderup WA 6208	Issued	3/05/2021	10/06/2021
P098/2021	Light Industry and Office	Lot/Lot 34 Dollyup Street, Stake Hill WA 6181	Issued	7/05/2021	17/06/2021
P099/2021	Intensive Agriculture (Propagation Tunnel)	178 Attein Road, West Coolup WA 6214	Issued	12/05/2021	25/06/2021
P100/2021	Variation to building envelope	385 Ridgeview Drive, Meelon WA 6208	Issued	5/05/2021	18/06/2021
P102/2021	Outbuilding and Commercial Vehicle Parking	29 South Yunderup Road, South Yunderup WA 6208	Issued	5/05/2021	18/06/2021
P109/2021	Installation of internal illuminated cantilever sign	35 George Street, Pinjarra WA 6208	Issued	14/05/2021	15/06/2021
P110/2021	Single House	86 Culeenup Road, North Yunderup WA 6208	Issued	26/05/2021	30/06/2021
P111/2021	Carport	178 Culeenup Road, North Yunderup WA 6208	Issued	14/05/2021	8/06/2021
P119/2021	Keeping of horses, paddocks, stable	Lot/12 Rosser Street, West Pinjarra WA 6208	Issued	28/05/2021	28/06/2021
P120/2021	Building Envelope Variation	Lot 810 Raven Retreat, North Dandalup WA 6207	Issued	25/05/2021	8/06/2021
P121/2021	Shed with double carport	135 Culeenup Road, North Yunderup WA 6208	Issued	26/05/2021	17/06/2021
P123/2021	Amendment to Building Envelope	Lot 105 Avoca Retreat, North Dandalup WA 6207	Issued	26/05/2021	17/06/2021
P126/2021	Change of Use	187/11 Watson Drive, Barragup WA 6209	Issued	1/06/2021	28/06/2021
P130/2021	Dwelling and outbuildings	11 Caponi Road, Barragup WA 6209	Issued	9/06/2021	18/06/2021
P131/2021	Variation to building envelope	Lot/1010 Franklin Drive, North Dandalup WA 6207	Issued	4/06/2021	8/06/2021
P133/2021	Outbuilding/ Craft Room	1 Redgum Road, Pinjarra WA 6208	Issued	4/06/2021	23/06/2021
P135/2021	Signage - Peel Pet Meats	595 Pinjarra Road, Barragup WA 6209	Issued	4/06/2021	17/06/2021
P136/2021	Variation to building envelope	6 Larkin Close, North Dandalup WA 6207	Issued	9/06/2021	9/06/2021

P139/2021	Variation to building envelope	Lot 96 Hasluck Circuit, North Dandalup WA 6207	Issued	9/06/2021	10/06/2021
P140/2021	Shed	16 Riverside Drive, Furnissdale WA 6209	Issued	12/06/2021	25/06/2021
P141/2021	Outbuilding	109 Weewar Circuit, South Yunderup WA 6208	Issued	12/06/2021	30/06/2021
P142/2021	Variation to Building Envelope	23 Swan Street, Ravenswood WA 6208	Issued	11/06/2021	24/06/2021
P146/2021	Building envelope change	6 Lowline Way, Barragup WA 6209	Issued	18/06/2021	28/06/2021
P147/2021	Variation to building envelope	246 Hasluck Circuit, North Dandalup WA 6207	Issued	18/06/2021	23/06/2021
P156/2021	Canal Wall Replacement	99 Moyup Way, South Yunderup WA 6208	Issued	25/06/2021	28/06/2021
P157/2021	Replacement Canal Retaining Wall	97 Moyup Way, South Yunderup WA 6208	Issued	25/06/2021	28/06/2021
P161/2021	Single House	5 Beau Sovereign Court, North Dandalup WA 6207	Issued	25/06/2021	29/06/2021
P192/2020	Proposed Monolith	1602 Pinjarra Road, Pinjarra WA 6208	Issued	3/02/2021	4/06/2021
P270/2020	Service Station, Showrooms, Veterinary Centre, Takeaway Food Outlet, Office and Warehouse and Storage	Lot/Lot 2 Dollyup Street, Stake Hill WA 6181	Issued	29/04/2021	3/06/2021

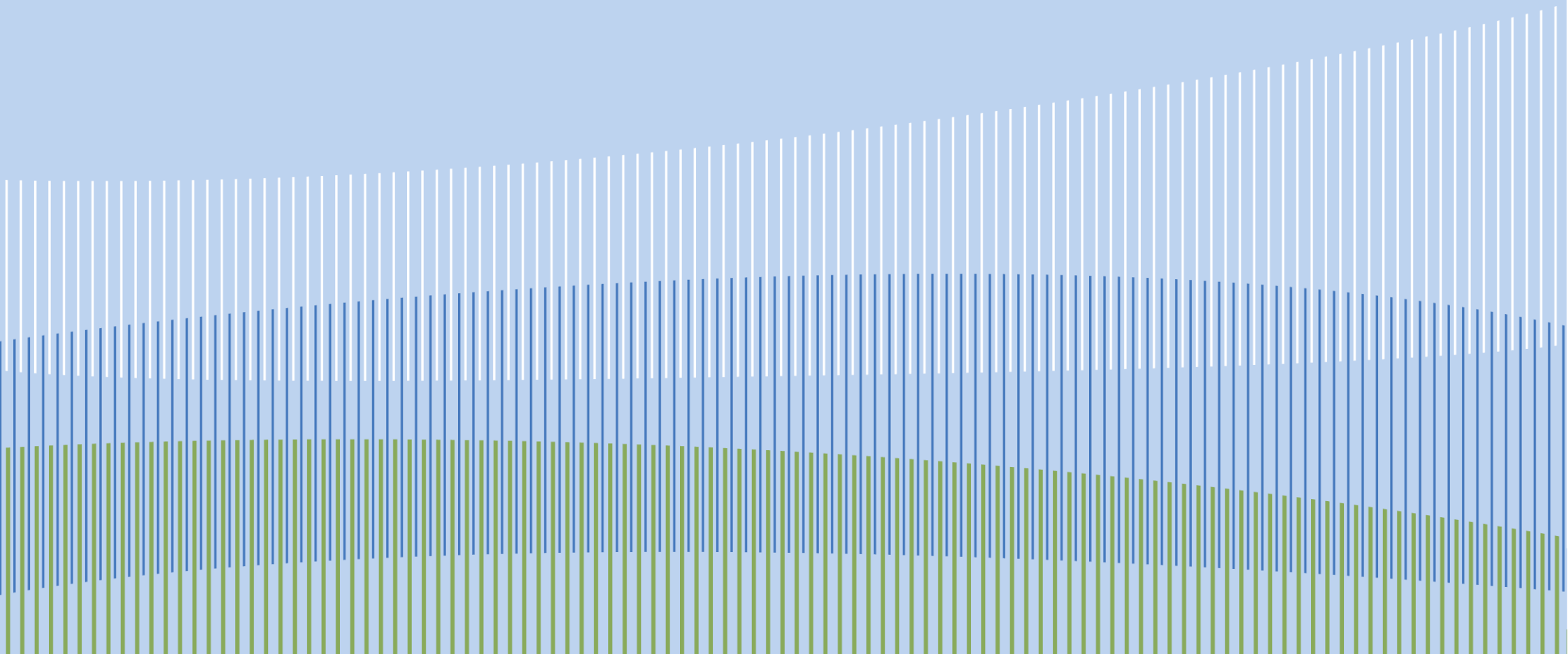
Delegated Refusals of Development Applications for June 2021

Application Number Display	Reason For Permit	Site Address Full Address	Decision Type	Decision	Lodged Date Date	Decision Date Date
P127/2021	Caravan Carport - free standing	15 Taylor Court, Pinjarra WA 6208	Delegate	Does not require planning approval – application withdrawn	28/05/2021	1/06/2021
P129/2021	Shed	6 Driver Link, South Yunderup WA 6208	Delegate	Does not require planning approval - Application Withdrawn	1/06/2021	16/06/2021

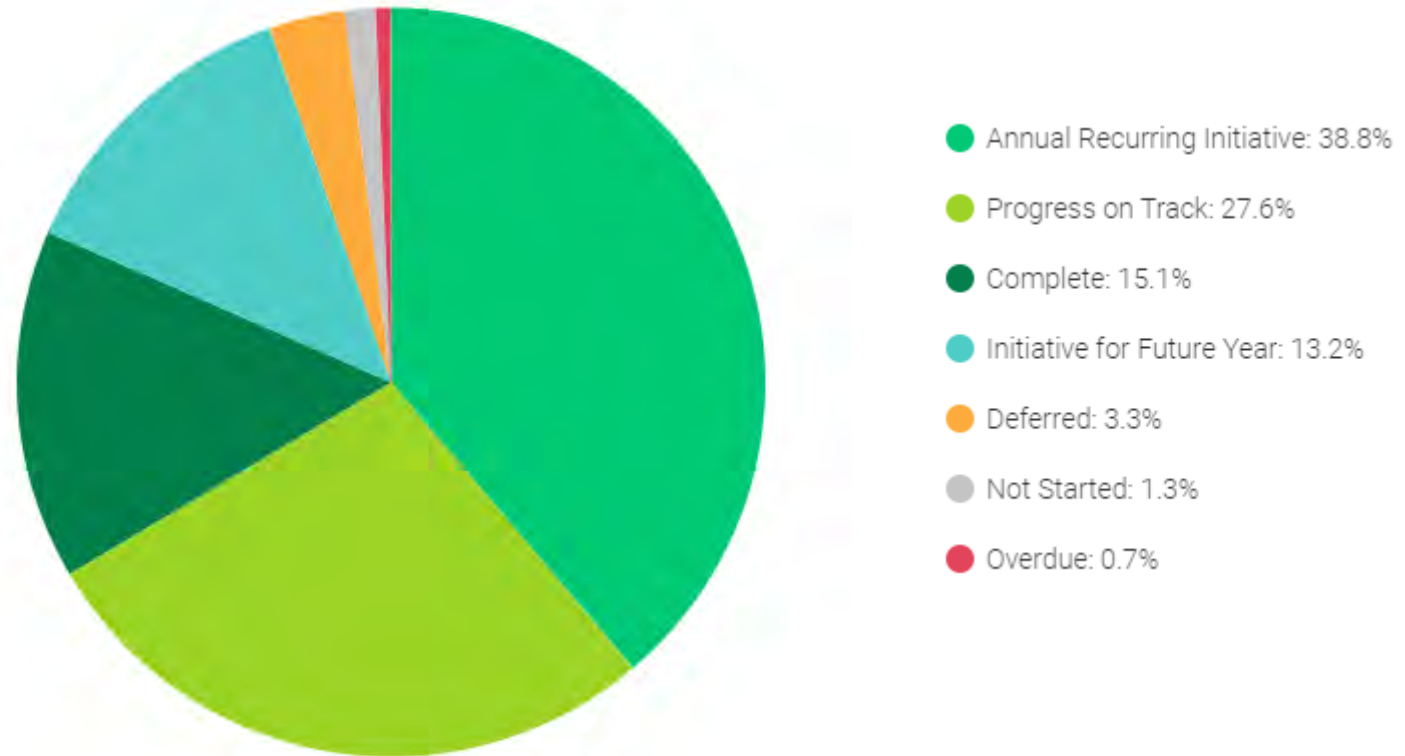


Corporate Business Plan 2020 - 2024

Progress Report as at 30 June 2021



Corporate Business Plan Progress Summary



Places for People

In 2030 Murray will have created great places for people through strong partnerships with the community; innovative urban design; and improved the well-being and quality of life for residents.

Strategy 1.1.1 In partnership with communities, identify and prioritise community-led projects and initiatives					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.1.1.1 Develop Place Plans for each town	Leanne McGuirk	1/07/2021	30/06/2024	Initiative for Future Year	Not due to commence until 1 Sept 2021.
1.1.1.2 Provide annual funding to assist with and implement place-making initiatives	Krystal Dawe	1/07/2020	30/06/2024	Annual Recurring Initiative	The Place and Community team continue to work with community led place-making town teams, providing seed funding, assistance and support to implement different place-making and activation initiatives involving events, workshops, public art and streetscape works that encourage community connectedness and revitalisation of town centres
1.1.1.3 Support and deliver the Shire's Community Assistance Partnership Scheme	Krystal Dawe	1/07/2020	30/06/2024	Annual Recurring Initiative	The Shire continue to work successfully in partnership with Alcoa to implement the grant scheme. The scheme continues to be well subscribed and provide funding opportunities to a range of Murray based community groups up to the value of \$3,000 which has resulted in delivery of a range of diverse initiatives that provide community benefit
1.1.1.4 Support the Shire's Community Hub to improve access to services for vulnerable people and groups within the community	Trick Cole	1/07/2020	30/06/2024	Annual Recurring Initiative	Discussion continues to take place regarding the effectiveness of the Community Hub. Many of the services previously in attendance are keen to see the Community Hub return due to an increase in people at risk due to their housing situations changing, however at this time the method of delivery to improve access to services for people in need is still being discussed by community agencies.

Strategy 1.1.2 Support diverse, minority and cultural groups					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.1.2.1 Support cultural activities and build capacity within the indigenous community	Leanne McGuirk	1/07/2020	30/06/2024	Annual Recurring Initiative	The Shire continues to support the local community in community led initiatives as they arise, including the co-design of a memorial project at the Pinjarra Cemetery to acknowledge indigenous persons passed and buried within the cemetery in unmarked graves
1.1.2.2 Improve facilities and access throughout the Shire	Fiona McBride	1/07/2020	30/06/2024	Annual Recurring Initiative	The Place and Community team continues to work with the Murray Aged, Access and Inclusion Working Group (MAAIG) to ensure that the Shire is identifying opportunities for Murray to be inclusive and accessible including recently undertaking an audit of Murray River Town Square. As per the requests from members of MAAIG, a central handrail has been approved and currently being manufactured for installation on the entry ramp at Murray Aquatic Leisure Centre. A four month Socially Active Seniors Program has been developed and will be rolled out across May through to August.

Strategy 1.1.3 Grow and develop an age friendly community					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.1.3.1 Deliver initiatives that meet the aims and outcomes of the Age Friendly Communities Plan	Fiona McBride	1/07/2020	30/06/2024	Annual Recurring Initiative	The Place and Community team continues to work with the Murray Aged, Access and Inclusion Working Group (MAAIG) to deliver the aims and outcomes of the Age Friendly Communities Plan and other initiatives that provide our senior community with attractive programs to age in place. A Socially Active Seniors Program has been developed with funding from the Department of Communities to help reconnect Seniors back into the Community. A diverse range of activities and workshops have been scheduled throughout the months of May- August 2021 that encourage seniors to remain active and connected.
1.1.3.2 Review the Age Friendly Communities Plan	Fiona McBride	1/07/2021	30/06/2023	Progress on Track	Currently under review with Community Consultation to be undertaken in the coming months.
1.1.3.3 Implement and report on the Access and Inclusion Plan	Fiona McBride	1/07/2021	30/06/2024	Progress on Track	A draft DAIP Implementation progress report has been done and currently under review prior to submission. Report is due to be sent to Department of Communities 16 July 2021.

Strategy 1.1.4 Become a youth focused and supportive community					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.1.4.2 Review the Shire of Murray Youth Strategy	Trick Cole	1/07/2021	30/06/2024	Progress on Track	The draft plan of the new Youth Plan is being presented for Council July 2021.
1.1.4.1 Deliver initiatives that meet the aims and outcomes of the Shire's Youth Strategy	Trick Cole	1/07/2020	30/06/2024	Annual Recurring Initiative	Successful implementation of the actions and outcomes of the 2016 - 2020 Shire of Murrays Youth Strategy remain ongoing and items from the new plan will commence upon Council adoption of the youth plan.
1.1.4.3 Support Murray Youth for Youth to deliver events and initiatives	Trick Cole	1/07/2020	30/06/2024	Annual Recurring Initiative	Activities delivered by the Shire of Murray and the Murray Youth for Youth (MYFY) continue to be supported by youth attendance at events organised over the July holiday period.

Strategy 1.1.5 Develop and facilitate events of a local and regional scale					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.1.5.1 Support, develop and attract major events	Jennifer Russell	1/07/2020	30/06/2024	Annual Recurring Initiative	The Event Team contracted for the Dwellingup 100 and Mighty Jarrah Trail Run 2021-23. Confirmed - XVIII Australian Masters Games - Mountain Bike challenge secured for Dwellingup - 10 October 2021 Confirmed - co-hosting the 2021/22 WA Natural Resource Management and Coastal Conference with Shire of Waroona and City of Mandurah. Confirmed - Enduro Epic for 2022 - 26-27 March in Dwellingup Currently enacting the 3 year extension on the Event Team contract to coordinate the Dwellingup 100 and Mighty Jarrah Trail Run 2021-2023.
1.1.5.2 Promote and support Christmas celebrations	Jennifer Russell	1/07/2020	30/06/2024	Annual Recurring Initiative	The event was once again held successfully at the Edenvale Heritage Precinct in 2020. The event included local performers singing carols, the local Lions Club fundraised through a food stall and chocolate wheel. The Edenvale Heritage Tea Rooms were open for dinner, plus there was an extra coffee van and ice cream in attendance. Over 400 people attended over the event, making sure we kept to the current COVID restrictions in place at the time. 2021 event to be held at the Murray River Foreshore and Town Square.

1.1.5.3 Support community-led events that bring people together to celebrate community or meet neighbours	Jennifer Russell	1/07/2020	30/06/2024	Annual Recurring Initiative	The Shire continues to work closely with community and sporting groups to assist them to host their events successfully whilst adhering to the ever changing COVID event guidelines. Events supported over the Pinjarra Festival weekend were the Pinjarra Senior High School Centenary Exhibition, St Joey's Fair and the Rotary Art Show and Sale. Events confirmed Plein Air Down Under exhibition in The Court House and painting day - September Pinjarra Garden Day - October Pinjarra Community Bank Branch Open Day at Edenvale
1.1.5.4 Promote and support the delivery of 'Back to Pinjarra' cultural event	Leanne McGuirk	1/07/2020	30/06/2024	Annual Recurring Initiative	Officers have worked closely with the Bindjareb project team to secure external funding, planning, delivery and acquittal of the 2020 event. Bindjareb Park has confirmed they will secure funding and project manage the 2021 event with support from the Shire.

Strategy 1.1.6 Ensure the safety of our community

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.1.6.1 Develop, implement and maintain bushfire risk management planning	Robert Marlborough	1/07/2020	30/06/2022	Progress on Track	Review of written plan has been completed in accordance with updated Department of Fire and Emergency Services (DFES) Guidelines. The mapping of assets and their subsequent risk assessments continues. Approximately 75% completed. Aim is for the Shire of Murray to be in a position to apply for Mitigation Activity Funding (MAF) in the second half of 2021 to commence treatments on the identified risks.
1.1.6.2 Review the Community Safety and Crime Prevention Plan	Krystal Dawe	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021
1.1.6.3 Deliver initiatives that meet the aims and outcomes of the Shire's Community Safety and Crime Prevention Plan	Krystal Dawe	1/07/2020	30/06/2024	Annual Recurring Initiative	A multi-discipline approach is being taken to deliver initiatives that meet the aims and outcomes of the Shire's Community Safety and Crime Prevention Plan. The Place and Community team continue to coordinate implementation of the plan and work with the various stakeholders to progress outcomes identified

Strategy 1.2.1 Connect the natural assets and waterways, parks and reserves to the community

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.2.1.1 Implement a Public Open Space Strategy that links recreation areas to people	Alan Smith	1/07/2020	30/06/2021	Deferred	To enable further review of all Public Open Space locations to review asset management and undertake a gap analysis the project has been extended until Feb 2022 for the adoption of the PARks Strategy by Council
1.2.1.2 Progressively improve and activate family-friendly foreshore reserves	Alan Smith	1/07/2020	30/06/2024	Annual Recurring Initiative	Works within the Pinjarra Foreshore are progressing well to improve the community activation within this precinct, further work is progressing on Foreshore Guidelines to help inform future engagement with adjacent residents and community.
1.2.1.3 Undertake progressive maintenance of pedestrian bridges	Marty Harrop	1/07/2020	30/06/2021	Progress on Track	Progressive review of pedestrian bridges is undertaken to manage the integrity of the bridges and safety for the general public. Works are being detailed for the Pinjarra Suspension bridge in the current financial year to meet the required maintenance outcomes.
1.2.1.4 Replace the North Pinjarra Reserve Boundary Fence	Alan Smith	1/07/2021	30/06/2022	Not Started	Funding is being considered in the 2021/22 financial year to complete

Strategy 1.2.2 Upgrade the amenity of the Murray River Square, foreshore reserve and Glebe Land					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.2.2.1 Progressively implement the Murray River Foreshore Masterplan	Rod Peake	1/07/2020	31/12/2020	Progress on Track	Project substantially completed.

Strategy 1.3.1 Ensure our Town Planning Scheme and Local Planning Strategy facilitates quality and diverse planning outcomes					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.3.1.1 Prepare a place-led Local Planning Strategy	Rod Peake	1/07/2020	30/06/2023	Progress on Track	Background report prepared. Issues papers prepared. Initial community workshop held. Waroona Council agreed to prepare combined strategy in November 2020. Planning investigation Area review underway.
1.3.1.2 Prepare a new Local Planning Scheme	Rod Peake	1/07/2020	30/06/2023	Progress on Track	Working draft Scheme text document prepared. Waroona Council agreed to prepare combined strategy in November 2020. Planning Investigation Area review underway. Otherwise awaiting completion following preparation of Local Planning Strategy.
1.3.1.3 Coordinate the preparation of a Developer Contribution Plan for the Nambelup Industrial Area	Brett Flugge	1/07/2020	30/06/2022	Annual Recurring Initiative	Traffic modelling data prepared by Flyt Transport consultants forwarded to Department of Planning Lands and heritage for review. Meeting held 10 May, 2021 with Department of Planning officers. Written feedback received from Peel and South Metro Director indicates there is not justification in reviewing the regional traffic modelling but there is scope to revisit the cross section designs as part of Local Structure Plan processes. Nambelup land owner group considered this advice at meeting on June 29, 2021.
1.3.1.4 Prepare a Developer Contribution Plan for community infrastructure	Brett Flugge	1/07/2020	30/06/2022	Annual Recurring Initiative	Revised draft report on Community Infrastructure Plan prepared with review and feedback sought from various Shire branches and a workshop session to be arranged towards the end of July 2021.

Strategy 1.3.2 Prepare District Structure Plans for new growth areas					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.3.2.1 Prepare a District Structure Plan for Pinjarra	Cheryll Oldham	1/07/2020	30/06/2021	Progress on Track	Draft plan substantially prepared. Will be presented for Council consideration and community consultation upon receipt of analysis of school sites, traffic assessment and drainage plan.
1.3.2.2 Prepare a District Structure Plan for Barragup/Furnissdale to West Pinjarra/Ravenswood	Brett Flugge	1/07/2021	30/06/2023	Initiative for Future Year	Not due to commence until mid 2022 once outcome of Peel sub-regional Planning Framework review is known with WAPC to consider update on Planning Investigation areas by September 2021.
1.3.2.3 Prepare a District Structure Plan for Dwellingup	Brett Flugge	1/07/2021	30/06/2023	Progress on Track	Hatch/Roberts Day Consultants appointed to prepare revised structure plan and new precinct plan for Dwellingup. Bush Fire Risk paper and Civil Engineering services review being carried as supplementary studies. Strategic Bush fire Assessment Plan to commence with appointment of Emerge consultant Level 3 practitioner in early July. Preliminary Community Consultation to be undertaken in August in conjunction with Dwellingup Futures Project consultation.
1.3.2.4 Prepare a District Structure Plan for North Dandalup	Brett Flugge	1/07/2021	30/06/2023	Initiative for Future Year	Not due to commence until first quarter 2023.
1.3.2.5 Adopt the Southern Palusplain Strategy	Brett Flugge	1/07/2020	1/07/2020	Complete	WAPC has endorsed final Strategy.

Strategy 1.3.3 Implement the Pinjarra Revitalisation Strategy					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.3.3.1 Finalise the preparation of the Pinjarra Activity Centre Plan	Rod Peake	1/07/2020	30/06/2021	Progress on Track	Draft plan substantially prepared. Will be presented for Council consideration and community consultation upon receipt of analysis of school sites, traffic assessment and drainage plan.
1.3.3.2 Continue the Pinjarra and Dwellingup Town Centre Façade Refurbishment Subsidy Program	Rod Peake	1/07/2020	30/06/2024	Annual Recurring Initiative	Repointing of brickwork and repainting of windows/doorways to facades of Dwellingup Hotel and Pinjarra Post Office completed.
1.3.3.3 Facilitate the restoration and re-use of the former Exchange Hotel	Rod Peake	1/07/2020	30/06/2021	Progress on Track	Council endorsed concept and business case on 2 March. Building Better Regions Funding application lodged on 5 March. Awaiting decision in mid 2021. Earthworks, path, reticulation, drainage, turf and balustrade completed. Further interim works deferred pending BBRF funding decision.
1.3.3.4 Advocate for the relocation of the Pinjarra Fire Station and Pinjarra Police Station to an alternative, suitable site within the town	Dean Unsworth	1/07/2023	30/06/2024	Initiative for Future Year	Not due to commence until 1 July 2023.
1.3.3.5 Prepare and implement a District Traffic Management Plan for key town centre streets	Alan Smith	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021.

Strategy 1.4.1 Plan community facilities for future generations					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.4.1.1 Update the Community Infrastructure Plan to identify sport, recreation and community facility requirements for the future	Brett Flugge	1/07/2020	30/06/2021	Progress on Track	Draft Community Infrastructure Plan report prepared and circulated to internal working group for feedback to be sought via a workshop session to be arranged in late July.
1.4.4.2 Prepare a Murray Sport and Recreation Plan	Marlene Renton	1/07/2020	30/06/2021	Initiative for Future Year	Planned commencement in 2021/22 after completion of the Sir Ross McLarty Sports Precinct Master Plan review
1.4.1.3 Undertake a strategic review of the Edenvale Heritage Precinct and implement the actions of the endorsed Vision and Activation Plan	Krystal Dawe	1/07/2020	30/06/2024	Annual Recurring Initiative	Strategic review of the Edenvale Heritage Precinct has been completed and a Place and Activation Plan was adopted by Council at its May meeting. The Place team has commenced implementation of a range of initiatives outlined in the Plan, including the build of a digital brand and website.
1.4.1.4 Undertake progressive improvements to the Pinjarra Cemetery in-line with the approved masterplan	Alan Smith	1/07/2020	30/06/2021	Progress on Track	Further Avenue Planting at the Pinjarra Cemetery has been undertaken, maintenance of existing fencing is planned toward the end of 2021.
1.4.1.5 Review the Sir Ross McLarty Sport Precinct Master Plan	Marlene Renton	1/07/2021	30/06/2024	Progress on Track	CCS Strategic appointed 6 January 2021. Draft master plan and recommendations presented to Council on 10 June 2021. Draft master plan and report to be presented to Council requesting support to advertise at July 2021 OCM.
1.4.1.6 Prepare a needs assessment for a community purpose facility in Ravenswood	Brett Flugge	1/07/2021	30/06/2022	Complete	Needs assessment completed. \$750,000 grant funding secured.
1.4.1.7 Prepare a masterplan for the Ravenswood Open Space (Reserve 26526)	Brett Flugge	1/07/2020	30/06/2021	Progress on Track	Department of Planning Lands and Heritage preliminary comments being sought on Master plan principles and further input being sought from internal working group before presenting draft Foreshore plan proposals to Council.

1.4.1.8 Administer the Community Facilities Fund	Marlene Renton	1/07/2020	30/06/2024	Annual Recurring Initiative	November 2020 round received 5 applications with a combined value of \$186,521 ex GST and a total funding request of \$98,560. Two clubs were successful: Pinjarra Golf Club and the West Coast Reiners Association Second round opened in March 2021 for the balance of \$11,000. Closed 16 April 2021 with one successful application from the Pinjarra Community Garden for \$6,500 ex GST
1.4.1.9 Undertake progressive improvements to the Sir Ross McLarty Sport Precinct	Marlene Renton	1/07/2020	30/06/2022	Progress on Track	Installation of cricket wicket on Sir Ross McLarty Oval 3 is completed. The 3 bay practice net construction is 90% complete. Pinjarra Bowling and Recreation Club's new green will be completed by end of June 2021. Review of existing Master Plan will provide strategic context to all future improvements with the Precinct and is due for completion in August 2021. In June 2021 Council endorsed the engagement of CCS Strategic to develop detailed concepts and costings for a new facility to be shared between Pinjarra Cricket Club and Pinjarra Hockey Club, and to submit a funding application to the Community Sporting and Recreation Facility Fund in September 2021.
1.4.1.10 Construct the South Yunderup Oval Changerooms	Marlene Renton	1/07/2022	30/06/2024	Progress on Track	Community Sporting and Recreation Facilities Funding application successful for \$400,000. Project commencement January 2021. Design and construct tender awarded to Devlyn. First draft of detailed design received and reviewed by officers and the Murray District Rangers Soccer Club.
1.4.1.11 Upgrade the Murray Aquatic and Leisure Centre toilets and change rooms	Dale Burton	1/07/2020	30/06/2021	Complete	Works completed.
1.4.1.12 Improve the functionality of buildings within the Edenvale Heritage Precinct for user groups	Dale Burton	1/07/2020	30/06/2021	Progress on Track	Wall in Community Rooms to be installed in June to enable public access to toilets.
1.4.1.13 Review and implement the Sandy Cove South Yunderup Reserve Master Plan	Marty Harrop	1/07/2020	30/06/2022	Complete	Masterplan Review completed and adopted at Ordinary Council Meeting on 22 April 2021. The Procurement and construction phase has commenced with goal to complete by the end of 2021.

Strategy 1.4.2 Actively take opportunities to enhance public health

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.4.2.1 Provide library programs that reduce social isolation and promote life-long learning	Janet Freemantle	1/07/2020	30/06/2024	Annual Recurring Initiative	Be Connected program continues with the addition of Family History one on one help through volunteer program. Outreach to Belswan as a series of Tea 'n' Tech sessions deliver a variety of opportunities to residents to explore future technologies. 3D printing and robotics programs extend into term 3 as afterschool STEM activities . The popular Makers@murray program continues to bring people together through a variety of craft activities. Involvement in Socially Active Seniors program supporta the initiative to reduce social isolation through a variety of engaging, creative activities.

<p>1.4.2.2 Increase visitation and participation in Murray Aquatic and Leisure Centre activities</p>	<p>Ben Jordan</p>	<p>1/07/2020</p>	<p>30/06/2024</p>	<p>Annual Recurring Initiative</p>	<p>A number of endeavours where undertaken over the year to help drive attendances. Despite the interference from COVID with shut downs and the threat lingering in the community, in the main attendances at the Centre were up. COVID did impact the number of swimming lessons held, access to facilities for a period of at least 1 month, caused the cancellation of the 2020 Pinjarra Junior Netball season as well as restricting the sports played at MALC. However, a number of activities and actions took place to drive attendances over the 20/21 financial year, these included-</p> <ul style="list-style-type: none"> •The transition/opening of the gym to 24 hour operations as of 20 July 2020, increasing accessibility of facilities to members •The amalgamation of Group Fitness and Gym memberships into a fitness membership to increase cross membership activities, The addition of Virtual Group Fitness classes, increasing the number and time options of fitness classes to members •Trialing longer opening hours over summer to create greater accessibility when more people are generally inclined to visit, particularly families. •Introducing a new seniors membership option which included access to the seniors strength programme (Living Longer Living Stronger). •The Centre working with the Mandurah & Pinjarra Basketball Associations to increase player numbers through collaboration. Increase basketball clinics and games offered and played at the Centre, and retaining players in Pinjarra. •The Swim School programme has been remodeled to further increase student outcomes and promote greater attraction. Lessons now include casual swimming throughout the week for students enrolled in the programme and has seen enrollments at their highest levels since 2014. •Centre Membership numbers are up by around 25% on 2019/20.
<p>1.4.2.3 Improve participation in arts and culture activities</p>	<p>Krystal Dawe</p>	<p>1/07/2020</p>	<p>30/06/2024</p>	<p>Annual Recurring Initiative</p>	<p>The Place and Community team continue to promote participation in the arts and other cultural activities. The finalised Place and Activation Plan for the Edenvale Heritage Precinct is strongly focused around positioning the Precinct as an iconic art and cultural regional landmark. The Place team also continues to work with different place-making groups such as Pinjarra Connect which is just facilitated a public art mural along the Murray River Foreshore (under the traffic bridge) and is engaging an artist for a mural at the Murray Leisure Centre and Dwellingup Connect which has seen two new public murals in Dwellingup in 2021.</p>
<p>1.4.2.4 Support the development, growth and sustainability of sport and recreation clubs</p>	<p>Marlene Renton</p>	<p>1/07/2020</p>	<p>30/06/2022</p>	<p>Annual Recurring Initiative</p>	<p>Activities undertaken to support the development, growth and sustainability of clubs includes: Murray Equestrian Association organisational restructure; Pinjarra Junior Football Club constitution review; Review of the Community Facility Fund Policy; Assist Furnissdale Tennis Club with grant application for tennis court resurface; assist Pinjarra Cricket Club with lease renewal and new constitution; coordinate a Volunteer Appreciation free 'Family Movie Night' on 26 November 2020; Successful application to Department Local Government Sport and Cultural Industries for funding over two years to implement Murray Waroona Club Development Plan for \$5,000. Shire of Murray and Waroona Club Development Plan completed. Club Networking evening confirmed for 26 May 2021 with topic of Volunteers was cancelled due to lack of numbers. Next workshop on Sponsorship and Grants is on 14 July 2021.</p>

1.4.2.5 Encourage the community to lead active, healthy lifestyles and support opportunities that enable participation at a competitive level	Marlene Renton	1/07/2020	30/06/2024	Annual Recurring Initiative	Activities undertaken to encourage an active and healthy community include: With Manager Health, collaborate with South Metropolitan Health Unit (SMHU) to conduct a Smoke Free Playground Audit at Adventurescape, South Yunderup, Cantwell Park, Pinjarra, and Dwellingup Skate Park; With Manager Murray Aquatic and Leisure Centre, collaborate with SMHU to implement healthy eating options at the centre. Work with Mandurah Over 55 Kayak Club to improve launch facility at Ravenswood to encourage more paddling. Plans to increase initiatives in this space when new position of Sport and Recreation Officer starts on 12 July 2021.
1.4.2.6 Implement the Asbestos Management Plan	Dale Burton	1/07/2021	30/06/2023	Initiative for Future Year	Not due to commence until 1 July 2021.
1.4.2.7 Implement the Swimming Pool Barrier Program	Dale Burton	1/07/2020	30/06/2021	Overdue	Program commenced, but on hold due to resourcing issues.
1.4.2.8 Review the Public Health Plan	Phil Steven	1/07/2020	30/06/2021	Complete	Plan endorsed by Council in October 2020.
1.4.2.9 Review Mosquito Management Plan	Phil Steven	1/07/2020	30/06/2021	Complete	Mosquito Management Plan reviewed and endorsed by Department of Health.

Strategy 1.4.3 Foster and value our volunteers

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.4.3.1 Celebrate the contribution of volunteers and encourage increased volunteerism within the community	Jennifer Russell	1/07/2020	30/06/2024	Annual Recurring Initiative	Volunteer sundowner appreciation event was held Tuesday 1 June 2021 with over 75 Shire volunteers in attendance Robyn Clarke MLA was in attendance and assisted with handing out awards. 10 years of long service awards were presented to 10 guests 20 years of long service awards were presented to 11 guests. Shire of Murray to support Youth Volunteer Awards and the annual Alcoa Peel Volunteer Awards in December 2021.

Strategy 1.4.4 Lobby to increase health services in Murray

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
1.4.4.1 Continue to work with various health agencies encouraging services to be provided through outreach or extended services to Murray	Leanne McGuirk	1/07/2020	30/06/2024	Annual Recurring Initiative	A regional Peel Health strategy is being coordinated by Peel Development Commission

Thriving Economy

In 2030 Murray will have a diverse and prosperous economy that supports innovation, training opportunities and provides a variety of business, tourism and employment opportunities.

Strategy 2.1.1 Maximise the inherent economic opportunities in the Mandurah Murray functional economic region					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.1.1.1 Develop a project prioritisation tool to maintain a pipeline of projects for the future	Dean Unsworth	1/07/2020	30/06/2024	Annual Recurring Initiative	The next generation projects that are developing include water, equine, Pinjarra Town Centre, accommodation, joint Murray-Waroona projects (agriculture, tourism, freight), Pinjarra Railway Heritage precinct. Water has been made the Peel region priority and a pre-feasibility study is being discussed with Peel Alliance.

Strategy 2.1.2 Build and maintain the Transform Peel Initiative					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.1.2.1 Implement the Agri-Innovation Precinct project	Christopher Vas	1/07/2020	30/06/2024	Progress on Track	The WA Food Innovation Precinct (WAFIP) initiative is progressing on schedule. The construction tender has been awarded to Cooper and Oxley and site works have commenced. Two of the four anchor tenants i.e. GrowHub and Spinifex have signed the Agreement to Lease. Murdoch University and the Department of Primary Industries and Regional Development (DPIRD) are yet to sign relevant lease agreements. The WAFIP commissioning is set for April 2022.
2.1.2.2 Prepare business development strategies for the different elements of the Transform Peel Initiative and the Agri-Innovation Precinct	Christopher Vas	1/07/2020	30/06/2024	Progress on Track	The Business Plan for the WA Food Innovation Precinct (WAFIP) is the principal guide for operationalisation. This plan was approved by the Shire Council in September 2020 and subsequently reviewed by the Department of Primary Industries and Regional Development (DPIRD) and presented to the Transform Peel Strategic Advisory Committee. The WAFIP Enterprise Support Program was launched on 20 May 2021. To support startups focussed in the production of protein and functional foods, the WAFIP Experts-in-Residence program coupled with the X-Protein Lab program was launched.
2.1.2.3 Prepare and commence implementation of the Agri-Innovation Marketing and Operational Plan	Christopher Vas	1/07/2020	30/06/2024	Progress on Track	The Business Plan of the WA Food Innovation Precinct (WAFIP) as approved by the Shire Council in September 2020 has commenced operationalisation. Planned industry engagement through webinars held in collaboration with the Chamber of Commerce and Industry WA (CCIWA) and Enterprise Support Program (ESP) roll out will aid the marketing efforts for the WAFIP. A website strategy is being executed to be followed by a branding strategy in Q3.

Strategy 2.1.3 Reposition the equine industry in Murray as a dominant economic sector					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.1.3.1 Implement key short, medium and long-term initiatives identified in the Racing and Pacing infrastructure Business Case	Dean Unsworth	1/07/2020	30/06/2024	Annual Recurring Initiative	The Business Cases were adopted at the March 2020 Council meeting. Actions are being progressed with Racing and Wagering WA (RWWA) and the racing and harness clubs. A meeting with the Acting CEO RWWA was held on 19 March with a further meeting held on 21 April 2021. Zoning opportunities are being discussed internally.

Strategy 2.1.4 Maximise the economic opportunities inherent in the strategic Murrayfield Airport					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.1.4.1 Support the Murrayfield Airport Development Plan	Dean Unsworth	1/07/2020	30/06/2023	Complete	The Murrayfield Business Plan has been completed. Awaiting an announcement regarding the site for the second Perth airport. All remaining project funds returned to contributors

Strategy 2.1.5 Position Pinjarra as a key regional centre through the Pinjarra Revitalisation Strategy					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.1.5.1 Implement initiatives that support and enhance capacity of the local business, tourism and innovation/entrepreneurial sectors	Leanne McGuirk	1/07/2020	30/06/2024	Annual Recurring Initiative	The Place team continues to work with the local business community to support, deliver or connect to different programs that enhance the capacity of the business community and is presently working with the Small Business Development Commission to become registered under its Small Business Friendly Local Government Program
2.1.5.2 Support local innovation and entrepreneurial activity	Krystal Dawe	1/07/2020	30/06/2024	Annual Recurring Initiative	The Place team continues to support, enhance and identify opportunities that promote innovation and entrepreneurial activity. Further through programs associated with the Western Australian Food Innovation Precinct such as the innovation voucher scheme, opportunities are being provided to support R&D and growth initiatives.

Strategy 2.1.6 Build a strong local content, local jobs program in Murray					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.1.6.1 Implement a local jobs content into tenders	Leanne McGuirk	1/07/2020	30/06/2024	Annual Recurring Initiative	Process as part of each tender

Strategy 2.2.1 Develop key sectors of the tourism economy where Murray has competitive advantage					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.2.1.1 Implement recommendations of Murray Tourism Marketing & Communications Plan	Sarah Coote	1/07/2020	30/06/2024	Annual Recurring Initiative	Actionable and priority items established from the Murray Tourism Marketing & Communications plan have been allocated and progressively actioned by the tourism team. Continued refinement of brand, messaging and content creation have been a focus to develop key sectors of the Shire of Murray's tourism economy, positioning Murray with a competitive advantage amongst the industry. Since the tourism positioning for Dwellingup was successfully launched to community and industry resulting in WA's Top Small Tourism Town for 2021, team is working with GWN7 on promotional campaign. Pinjarra's tourism positioning has also become a key focus area, with new website and content being created for marketing purposes.

Strategy 2.2.2 Develop Dwellingup into a nationally recognised trails town					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
2.2.2.1 Transform Dwellingup into a National Trails Town	Dean Unsworth	1/07/2020	30/06/2023	Complete	The Dwellingup Trails Centre was opened on 10 September. The Centre is equipped with bike wash area, hot showers and toilets, with a café, laundromat, trails retail and equipment hire and shuttle service to commence by November 2020. Awarded as WA's top small tourist town in May 2021.

Environment, Character and Heritage

In 2030 Murray will be effective stewards of our environment, history, heritage, natural landscape and rural character.

Strategy 3.1.1 Protect and enhance natural areas and biodiversity on public and private land					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.1.1.1 Support the Healthy Habitats Program	Tom Lerner	1/07/2020	30/06/2024	Annual Recurring Initiative	Investigating potential new site in conjunction with Serpentine Jarrahdale Landcare. Assessment undertaken on Nambeelup site.
3.1.1.2 Prepare and implement Shire of Murray Reserve Management Plans	Tom Lerner	1/07/2020	30/06/2024	Annual Recurring Initiative	Murray Delta Islands work with Peel Harvey Catchment Council and Greening Australia undertaken (5 hectares weed management and 3500 plants). Follow up planned for 2012/22. In negotiations with Island Groups and Infrastructure Services for erosion control measures.
3.1.1.3 Implement the Herron Point Management Plan	Tom Lerner	1/07/2020	30/06/2022	Progress on Track	Weed management work and re vegetation undertaken.
3.1.1.4 Support biosecurity programs	Tom Lerner	1/07/2020	30/06/2024	Annual Recurring Initiative	Ongoing in conjunction with Peel Harvey Biosecurity Group. Calicivirus released in mid November in various areas around Murray. Major weed management undertaken along the Murray in Pinjarra. Peel Harvey Biosecurity Group Workshop and community event attendance. Cat control works supported.
3.1.1.5 Implement Waterways Management Plans	Marty Harrop	1/07/2020	30/06/2024	Annual Recurring Initiative	Management of Waterways in an ongoing task that involves the Shire working closely with the Department of Transport (Marine) on issues relating to recreational boating within the Peel Region.
3.1.1.6 Work with the community to progressively protect and enhance riverbanks	Alan Smith	1/07/2020	30/06/2024	Annual Recurring Initiative	The current priority is to obtain all relevant approvals through both the Department of Water and Environmental Regulation and the Department of Planning, Lands and Heritage. All documentation and design has been completed and issued to both the above agencies with a view of a transition of riverbank management in the 2021/22 financial year.
3.1.1.7 Prepare a Tree Preservation Framework (Significant Tree Register)	Tom Lerner	1/07/2020	30/06/2022	Progress on Track	Guidelines, forms and internal processes for administering the program under development. Scheme Amendment documentation prepared for inclusion of appropriate provisions into Town Planning Scheme 4.
Strategy 3.1.2 Develop a vision for each town in relation to natural assets					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.1.2.1 Provide environmental input into the place making process	Tom Lerner	1/07/2020	30/06/2024	Annual Recurring Initiative	Environmental input into the place making process is provided as required.
Strategy 3.1.3 Lead the Dwellingup Futures group to ensure a balanced approach to development in and around Dwellingup					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.1.3.1 Develop an evidence based Dwellingup strategic plan and vision for State Government endorsement	Brett Flugge	1/07/2020	30/06/2021	Progress on Track	Draft report prepared. Combined meeting of Technical Advisory Committee and Strategic Working Group held June 16, 2021 to discuss a pathway forward on the Futures Road map reports. Further changes being made to reports by consultant ready for final TAC/SWG approval. Council resolved at Ordinary meeting June 24 to authorise release of reports for 28 day public advertising period.

Strategy 3.1.4 Continually review and enhance public boating facilities and environmental sustainability within our waterways					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.1.4.1 Provide input into the Department of Transport review for the future planning of Peel waterways	Marty Harrop	1/07/2020	30/06/2021	Complete	A workshop has been held in October 2020 with the Department of Transport (Marine) to discuss the differing areas for activity and movement of Recreational Boats. The outcomes from the workshop will inform future Recreational Boat use within the waterways.
3.1.4.2 Progress the development of recreational boating facilities to meet the needs of the community	Marty Harrop	1/07/2020	30/06/2024	Annual Recurring Initiative	The current priorities relate to both Wharf Cove and Batavia Quays, designs have been completed for both projects. The funding application for the Wharf Cove project has been successful and pending budget will commence in the 2021/22 financial year.
3.1.4.3 Progress the rehabilitation of the dredge spoil site adjacent to the Batavia Quays Boat Ramp	Marty Harrop	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021
3.1.4.4 Undertake a feasibility study for boat launching improvements at Batavia Quay	Marty Harrop	1/07/2020	30/06/2020	Complete	A design for the jetty to enable improved access for the boat ramp has been completed to inform future funding opportunities.

Strategy 3.2.1 Secure water resources to ensure water sustainability for economic and recreational needs					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.2.1.1 Implement the waterwise action plan	Tom Lerner	1/07/2020	30/06/2024	Annual Recurring Initiative	Undertook a waterwise garden and gardening workshop at the Murray Library. Looking at feasibility of installing a meter near Ross McLarty Reserve.
3.2.1.2 Work with state agencies to progress the Managed Aquifer Recharge initiative	Brett Flugge	1/07/2020	30/06/2024	Annual Recurring Initiative	Department of Water and Environment Regulation is coordinating next phase of Managed Aquifer Recharge injection trial at Nambeelup. Shire is also pursuing broader integrated non-potable water supply initiatives and business case for pipeline infrastructure to service the rural hinterland and extension southwards to integrate with Harvey Water scheme.

Strategy 3.2.2 Continue to develop partnerships with environmental groups, state departments and stakeholders					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.2.2.1 Partner with the Peel-Harvey Catchment Council, Landcare groups, Peron Naturaliste Group and Peel-Harvey Biosecurity Group	Tom Lerner	1/07/2020	30/06/2024	Annual Recurring Initiative	Ongoing initiatives. Working with Peel Harvey Catchment Council on bush tucker garden at Pinjarra foreshore.

Strategy 3.2.3 Responsibly manage Council and community water and energy use					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.2.3.1 Prepare an Environmental Sustainability Strategy	Tom Lerner	1/07/2021	30/06/2022	Initiative for Future Year	Project not funded.
3.2.3.2 Develop a strategy for future water management at managed public open spaces and sporting precincts	Alan Smith	1/07/2021	30/06/2022	Progress on Track	A review has been completed regarding all bore locations and annual water usage to current public open space facilities to inform current and future demand. Discussion is continuing with State Agencies on future allocation of ground water resources and the impact on future Public Open Space and capacity to manage water, the allocation of water resources will also be reviewed as part of the Public Open Space Strategy.
3.2.3.3 Implement the Cities Power Partnership Program	Tom Lerner	1/07/2021	30/06/2022	Progress on Track	Council endorsed installation of further solar cells on Shire Administration Building. Researching and developing guidelines for a revolving green energy fund.

3.2.3.4 Supply and install a remote controlled irrigation system in Murray River Country Estate	Chris Pretorius	1/07/2020	30/06/2020	Complete	Contractor have started with initial works, expected completion date 25 June 2021. Works Completed and implemented.
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Strategy 3.2.4 Improve waste management practices through diversion, re-use and recycling

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.2.4.1 Develop a Waste Management Strategy that aligns to state objectives	Claire Ward	1/07/2020	30/06/2020	Progress on Track	The community consultation project which will inform the Waste Management Strategy and Waste Education Plan commenced in mid-October. A community wide survey was launched on 3 May 2021. Survey results to be presented by research company on 12 July 2021.
3.2.4.2 Prepare and implement a waste education plan	Claire Ward	1/07/2021	30/06/2024	Progress on Track	The community consultation project which will inform the Waste Management Strategy and Waste Education Plan commenced in mid-October 2020 and is ongoing.
3.2.4.3 Maintain an alliance with Rivers Councils to manage the waste to energy contract and other waste initiatives	Claire Ward	1/07/2021	30/06/2024	Annual Recurring Initiative	Ongoing communication through bi-monthly meetings.
3.2.4.4 Implement progressive improvements to the Corio Road Waste Transfer Station as per the Waste Infrastructure Plan	Claire Ward	1/07/2020	30/06/2020	Complete	Tender awarded to Estuary Bobcats at December 2020 council meeting. Construction has been completed.

Strategy 3.3.1 Undertake a risk assessment of the impact of climate change

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.3.1.1 Complete the Coastal Hazard Risk Management and Adaptation Planning Strategy and consider outcomes within the planning framework	Rod Peake	1/07/2021	30/06/2022	Progress on Track	Chapter reports 1 and 2 completed. Hazard assessment completed. Community workshops held late May. Project Scheduled for completion by December 2021.
3.3.1.2 Improve the resilience of natural areas by strategic re-vegetation	Tom Lerner	1/07/2021	30/06/2024	Annual Recurring Initiative	Planning for Environment Community days underway. June 26 used for World Environment Day where 120 people joined in planting 2500 trees along the Pinjarra foreshore. 300 trees planted in Carcoola.
3.3.1.3 Consider the impacts of climate change on human health including increased mosquito breeding sites	Phil Steven	1/07/2021	30/06/2024	Complete	Impacts of climate change included in Mosquito Management Plan.

Strategy 3.4.1 Complete a review of the Shire's Local Heritage Strategy

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.4.1.1 Implement the Edenvale Conservation Plan	Susan Cowling	1/07/2021	30/06/2024	Annual Recurring Initiative	Works on Liveringa including re-roofing, chimney repairs and painting undertaken in February. Schoolhouse repairs and drainage as well as chimney repairs to Edenvale Homestead to be undertaken in June.
3.4.1.2 Review and implement the Pinjarra Railway Precinct Conservation Plan	Susan Cowling	1/07/2020	30/06/2021	Progress on Track	Draft Conservation Plan prepared for review in conjunction with Railway Precinct Masterplan.

Strategy 3.4.2 Support the development of the Pinjarra Massacre Site memorial					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.4.2.1 Provide assistance to the Pinjarra Massacre Site Memorial Project Team	Leanne McGuirk	1/07/2020	30/06/2021	Progress on Track	This project is driven by the Department of Planning, Lands & Heritage and the Gnaala Karla Booja members, with the Shire playing a supporting role as one of the stakeholders. The project has been placed on hold pending pending a decision by primary stakeholders to re-initiate the project. Local elders and DPLH have been advised of the Shire's ongoing interest in enabling discussions and positive outcomes in relation to the project.

Strategy 3.4.3 Implement the Edenvale Landscape Masterplan					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
3.4.3.1 Progress the Edenvale Landscape Masterplan	Susan Cowling	1/07/2023	30/06/2024	Progress on Track	Scoping underway for preparation of landscape and engineering plans.

Connected and Accessible

In 2030 Murray will have enhanced our transport linkages and opportunities to share information using a variety of travel and technology options.

Strategy 4.1.1 Deviate heavy haulage around Pinjarra to improve safety, amenity and economic growth					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
4.1.1.1 Progress the Pinjarra Heavy Haulage Deviation, including the Pinjarra Industrial Area interface to Pinjarra Road and Greenlands Road	Alan Smith	1/07/2020	30/06/2024	Progress on Track	Main Roads are in the design and consultation phase of the works with the delivery timetable deferred until early 2024. Additional engagement with landowners and impacted members of the community is being undertaken to progress the approval phase of the works. Initial discussions have been held with Main Roads around the delivery of the Greenlands/Western Deviation (connection to Munday Avenue) to further progress design and delivery outcomes. Funding for the Initial stage of the Western Deviation has been included in the upcoming State Budget, it is anticipated the timeline for delivery will align to the Pinjarra Heavy Haulage Deviation. Further discussion is also being undertaken regarding the timing of Stage 2 of the Pinjarra Heavy Haulage Deviation.
4.1.1.2 Progress the design and implementation for the downgrade of George Street and Pinjarra Road within the Pinjarra town site	Alan Smith	1/07/2022	30/06/2024	Initiative for Future Year	Not due to commence until 1 July 2022

Strategy 4.1.2 Develop a Transport Plan that considers the wider Peel region					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
4.1.2.1 Develop a Transport Strategy that incorporates future planning and infrastructure objectives	Alan Smith	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021
4.1.2.2 Align with Main Roads Western Australia to review the Pinjarra Road Access Strategy	Alan Smith	1/07/2020	30/06/2021	Deferred	The original documentation from the previous study undertaken by Main Roads regarding access to Pinjarra Road has been received and will inform the review. Within the current climate the project has not been a priority at Main Roads, therefore as we progress with future planning for the area adjacent to Pinjarra Road the review can be progressed.

Strategy 4.1.3 Improve the amenity and functionality of the street network and town entrances					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
4.1.3.1 Develop a Pinjarra Town Centre Entrance Strategy	Alan Smith	1/07/2020	30/06/2021	Deferred	Options are being considered in line with the Pinjarra Heavy Haulage Deviation, Rail Reserve Masterplan and downgrade of Pinjarra Road. Further discussion with Main Roads to inform opportunities. It is proposed to establish guidelines that can inform landscape options for the town entrances. The transition of the management of verge and medians within Pinjarra Road will be transferred to the Shire of Murray on 1 July 2021 to allow progressive landscape improvements to be undertaken along Pinjarra Road.
4.1.3.2 Identify and Implement traffic management initiatives that improve traffic safety within the road network	Marty Harrop	1/07/2020	30/06/2024	Annual Recurring Initiative	Initiatives to improve traffic safety will continue to be identified and implemented, a number of black spot locations have been reviewed with successful funding applications being received.
4.1.3.3 Undertake a review of town entrances to develop improved character and entrance statement	Marty Harrop	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021
4.1.3.4 Progressively implement street lighting improvements	Marty Harrop	1/07/2020	30/06/2021	Progress on Track	improved street lighting was implemented within Nancarrow Way, adjacent to Pinjarra Road. Further review will be undertaken annually.

4.1.3.5 Develop and implement the Murray Street Coolup Master Plan	Marty Harrop	1/07/2020	30/06/2022	Not Started	It is proposed to progressively work with the Coolup Progress Association to prioritise and implement outcomes in the 2021/22 financial year with funding for the project being carried forward.
4.1.3.6 Undertake improvements to narrow sealed roads	Marty Harrop	1/07/2020	30/06/2021	Complete	Further works have been undertaken on Boyd Road to better manage traffic, shoulder works on Readheads road will be progressive with initial works complete to ensure the shoulders are improved and maintained until the formal widening works can be finalised.
4.1.3.7 Undertake tree management activities to improve access along roads	Chris Pretorius	1/07/2020	30/06/2021	Complete	Contract works will be progressive, a number of sites have already been targeted one being Mounsey Road to improve access to Wheeler Field. Works Completed by end of June 2021.
4.1.3.8 Progressively undertake improvements to the drainage network	Chris Pretorius	1/07/2020	30/06/2022	Complete	Drainage works have commenced in Dwellingup to finalise the drainage rationalisation at the Marinup/Newton intersection. Further works will be continued during this financial year. Works completed for 20/21 financial year.
4.1.3.9 Develop and implement the Newton Street Dwellingup Masterplan	Alan Smith	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021

Strategy 4.1.4 Investigate all alternative options to facilitate a transport network that services all towns

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
4.1.4.1 Develop Infrastructure plans that inform the Long Term Financial Plan	Alan Smith	1/07/2020	30/06/2024	Annual Recurring Initiative	Infrastructure provision is being considered in line with the Long Term financial planning, a review of the Asset Management Plans will be undertaken to inform both budget and align to the funding through Regional Roads, Blackspot, Commodity Routes and Roads to Recovery.
4.1.4.2 Source new road building material sites for future infrastructure management	Alan Smith	1/07/2020	30/06/2021	Progress on Track	A number of sites are being reviewed, a report was issued to Council in October to progress environmental studies regarding the Willowdale Site, An environmental report has been completed and issued to Alcoa to help prioritise a lease for the Willowdale site. Further engagement with Alcoa at the Marrinup Nursery site is also progressing with a view of a longer term agreement.
4.1.4.3 Develop and implement a progressive bridge program that meets the needs of the transport network	Marty Harrop	1/07/2020	30/06/2024	Annual Recurring Initiative	Annual meetings are held with Main Roads (Bridge Division) to review and prioritise bridge maintenance, programmed management and replacement. These discussions have identified North Yunderup Road and South Yunderup Road as two priority projects with North Yunderup bridge to be completed in the current financial year.
4.1.4.4 Develop and implement a drainage strategy for townsites and rural areas that will inform future drainage initiatives	Marty Harrop	1/07/2020	30/06/2024	Annual Recurring Initiative	An initial review has been undertaken in Pinjarra as part of the Pinjarra Revitalisation to be completed in the current financial year, the balance of the town sites will be progressively reviewed in successive years.

Strategy 4.1.5 Improve the shared pathway linkages within and between towns

Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
4.1.5.1 Develop a Dual-Use Pathway Strategy to ensure all towns have effective linkages	Marty Harrop	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until 1 July 2021
4.1.5.2 Construct and make improvements to the path network	Marty Harrop	1/07/2020	30/06/2024	Annual Recurring Initiative	The priority was the Hampton Road path that has been completed as part of the current program.

Capable and Accountable

In 2030 Murray will have further developed strong leadership through good governance, effective communication and ensuring value for money.

Strategy 5.1.1 Maintain long-term financial sustainability					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.1.1.1 Develop a Rating Strategy	Tracie Unsworth	1/07/2020	30/06/2021	Complete	Rating strategy completed and presented to Council. Next iteration requires expansion around population and property growth.
5.1.1.2 Undertake a land and asset review and prepare a long-term strategy	Rod Peake	1/07/2020	30/06/2021	Progress on Track	Initial review of assets undertaken. .
5.1.1.3 Review the Infrastructure Asset Management Plan	Nicole Wilson	1/01/2021	30/06/2024	Annual Recurring Initiative	The Buildings Asset Management Plan will be presented to Council for endorsement in August 2021.
5.1.1.4 Undertake a review of fees and charges	Rikki Gardiner	1/07/2020	30/06/2024	Annual Recurring Initiative	Implementation of new fees and charges software package complete. 2021/22 fees & charges endorsed by Council 27 May 2021.
5.1.1.5 Review the Long Term Financial Plan	Tracie Unsworth	1/01/2021	30/06/2024	Annual Recurring Initiative	2021 long-term financial plan nearing finalisation. Due for adoption by Council at ordinary council meeting 22 July 2021.
5.1.1.6 Maintain Council owned buildings to a sustainable level	Dale Burton	1/07/2020	30/06/2021	Progress on Track	The maintenance of Council buildings is ongoing.

Strategy 5.1.2 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.1.2.1 Review the Strategic Community Plan	Dean Unsworth	1/10/2020	30/06/2021	Progress on Track	The minor review of the Strategic Community Plan was endorsed at June 2021 Council meeting.
5.1.2.2 Review and implement the Risk Management Strategy	Nicole Wilson	1/07/2022	30/06/2023	Initiative for Future Year	Not due to commence until 1 July 2022
5.1.2.3 Review the Corporate Business Plan	Nicole Wilson	1/01/2021	30/06/2024	Annual Recurring Initiative	The review of the Corporate Business Plan is currently underway. The 2021/2025 Corporate Business Plan was endorsed by Council in June 2021.
5.1.2.4 Support ongoing professional development for Councillors	Dean Unsworth	1/07/2020	30/06/2024	Annual Recurring Initiative	Ongoing professional development of Councillors is supported through existing budget allocations and information provision.
5.1.2.5 Review the Crisis Management and Business Continuity Plan	Nicole Wilson	1/07/2020	31/12/2020	Complete	The Crisis Management and Business Continuity Plan was reviewed following the COVID-19 debrief exercise. The updated Plan was presented to the Strategic Leadership Group on 16 November for endorsement.
5.1.2.6 Implement the Murray-Waroona Resource Sharing Alliance Strategy	Nicole Wilson	1/07/2020	30/06/2024	Annual Recurring Initiative	Initiatives from the Murray-Waroona Resource Sharing Alliance Strategy will continue to be implemented where appropriate. Initiatives that have recently been implemented include, a combined planning service, and a shared Occupational Safety and Health Officer has been recruited. The progress of the Strategy and other resource sharing milestones will continue to be monitored by the CEO Resource Sharing Committee.

Strategy 5.2.1 Employ and maintain a skilled workforce					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.2.1.1 Develop a leadership and training program for aspiring leaders	Michelle Ucich, Debbie Wilkin	1/07/2020	30/06/2021	Complete	The Program consisted of four workshops. The final workshop was held in November 2020.
5.2.1.2 Develop and implement a professional development program	Michelle Ucich, Debbie Wilkin	1/07/2020	30/06/2024	Complete	The 2020/2021 Professional Development Program was endorsed by the Strategic Leadership Group on 17 June 2020. The Program was implemented over the financial year and all professional development has been completed.
5.2.1.3 Review the Workforce Plan	Debbie Wilkin	1/07/2020	30/06/2021	Complete	The Draft Workforce and Diversity Plan will be presented to the Strategic Leadership Group for review in July 2021.
5.2.1.4 Review and implement the Human Resource Strategy	Debbie Wilkin	1/07/2020	30/06/2024	Annual Recurring Initiative	The HR Strategic Plan was endorsed by the Strategic Leadership Group on 17 July 2019. This is a five year document and is scheduled for review in 2024. The Program will be implemented over the financial year.
5.2.1.5 Develop and implement a health and wellbeing program	Danette Thompson	1/07/2020	30/06/2024	Complete	The 2020/2021 Health and Wellbeing Program was endorsed by the Strategic Leadership Group on 17 June 2020. The Program was implemented over the financial year and all health and wellbeing activities have been completed.
5.2.1.6 Progressively implement the Operations Centre Masterplan	Chris Pretorius	1/07/2021	30/06/2023	Initiative for Future Year	Not due to commence until 1 July 2021

Strategy 5.2.2 Promote an organisational culture of safety, best practice and continuous improvement where staff live the brand					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.2.2.1 Review and implement the Occupational Safety and Health Strategic Management Plan	Danette Thompson	1/07/2020	30/06/2024	Progress on Track	The OS&H Strategic Management Plan was endorsed by the Strategic Leadership Group on 29 July 2020. The Plan will be implemented over the financial year.
5.2.2.2 Develop an annual campaign to empower staff to live the brand	Lauren Williams	1/07/2020	30/06/2024	Deferred	Project has been amended to developing an internal communications plan and will commence in the 21/22 financial year.

Strategy 5.3.1 Establish and maintain a user focussed communication approach through which the community is informed, engaged and empowered					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.3.1.1 Develop and implement a Social Media and Digital Strategy	Lauren Williams	1/07/2020	30/06/2024	Deferred	Will be developed and implementation commenced in the 21/22 financial year.
5.3.1.2 Redevelop the website	Lauren Williams	1/07/2020	30/06/2021	Complete	The website successfully went live on Wednesday 7 April. Staff training is taking place over three half days on 14, 15 and 20 April. Staff will then be issued with access to relative pages, style guides and help articles to enable them update content as necessary.
5.3.1.3 Implement the Communications and Engagement Strategy	Lauren Williams	1/07/2020	30/06/2024	Annual Recurring Initiative	Underway with projects separately listed in the Corporate Business Plan including website redevelopment and Social Media Strategy etc.
5.3.1.4 Review the Shire's Communications and Engagement Strategy and undertake a Communications Audit	Lauren Williams	1/07/2023	30/06/2024	Initiative for Future Year	Not due to commence until 1 July 2023



Strategy 5.4.1 Deliver efficient and effective Council services to the community					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.4.1.1 Review and implement the Information and Communications Technology Strategy	Andrew Mckenzie	1/07/2020	30/06/2022	Progress on Track	Work on the draft ICT Strategy has begun and is progressing.
5.4.1.2 Implement a community portal to allow online interactions	Andrew Mckenzie	1/07/2020	30/06/2022	Progress on Track	Open Office are in the process of setting up the portal for internal testing to commence.

Strategy 5.4.2 Provide community focused customer service and access to information					
Name	Responsible Officer	Start Date	End Date	Status	Progress Comment
5.4.2.1 Undertake a community survey with all residents	Lauren Williams	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until early 2022
5.4.2.2 Regularly monitor customer service satisfaction	Kristina Cunningham	1/07/2020	30/06/2024	Annual Recurring Initiative	Regularly monitoring customer service survey responses.
5.4.2.3 Develop a Signage Strategy for consistent, fit-for-purpose signage	Rod Peake	1/07/2021	30/06/2022	Initiative for Future Year	Not due to commence until after 1 July 2021.

Item 11.14
Ordinary Council Meeting 22 July 2021

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