

ORDINARY COUNCIL ATTACHMENTS

WEDNESDAY, 21 MARCH 2012

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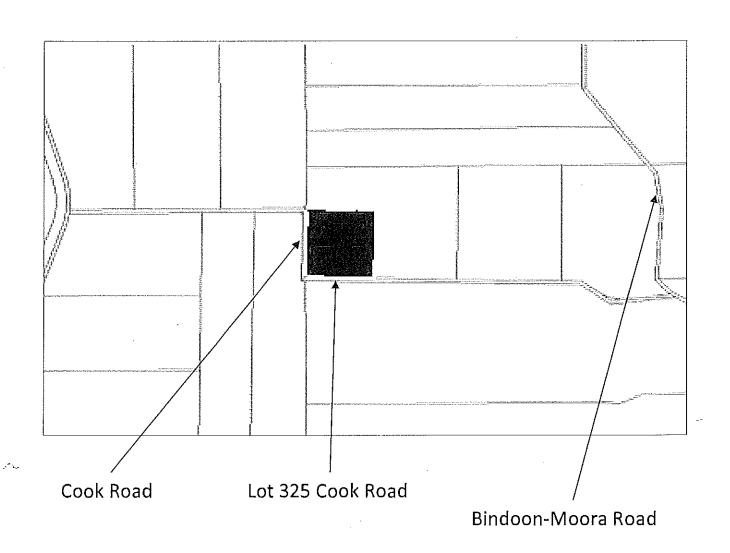
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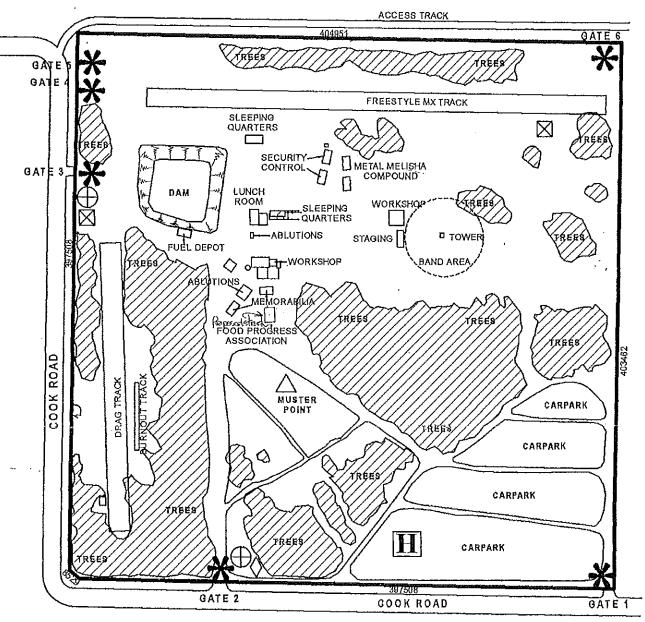
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Locality Plan

Lot 325 Cook Road, Mooliabeenee



From: Paul Higgs To: Paul Higgs



LEGEND

A MUSTER POINT

FIRE DEPOT

AMBULANCE

H HELIPAD

FIRE UNITS

* EMERGENCY GATES

SITE PLAN FOR 325 COOK ROAD BINDOON

Item 9.1.1

BINDI BINDI INVESTMENTS

BINDOON EXTREME PARK

CRISIS & EMERGENCY MANAGEMENT PLAN

Issue No: 1

Created: 17 March 2005

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

BINDI BINDI INVESTMENTS

- Bindoon Extreme Park -

CRISIS & EMERGENCY MANAGEMENT PLAN

Created 17th March 2005

ISSUE NO:	1
ISSUE DATE:	

CONTROLLED DOCUMENT

NOT TO BE AMENDED WITHOUT THE DIRECTOR - BINDI BINDI INVESTMENTS AUTHORISATION.

Issue No: 1

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

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BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

1.1 APPROVAL, OWNERSHIP, CONTROL AND MAINTENANCE

LETTER OF PROMULGATION

CRISIS MANAGEMENT PLAN

In managing the resources and assets of the Company, we must be prepared to manage an emergency if and when it occurs. This means not only having in place adequate crisis and emergency management procedures and teams but also being able to address, on a pro-active basis, the many complex issues that will arise.

Accordingly, this plan has been developed to provide a guide as to what issues need to be addressed and who is accountable for managing those issues.

The plan requires certain tasks to be performed prior to a disaster occurring, during the occurrence of a crisis, and subsequent to control being regained.

To manage these accountabilities, a Crisis and Support Team structure has been formed.

As someone who may be required to fulfill a role on the Crisis Management Team or to assist in the completion of work necessary to achieve the objectives of the Team, I look forward to, and thank you for your cooperation. Whilst we all hope that this plan will never be required to be used in earnest, I am sure you will agree that preparedness for a disaster is far better management than reacting to events as they unfold.

DIRECTOR BINDI BINDI INVESTMENTS

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BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

1.2 APPROVAL, OWNERSHIP AND CONTROL

	NAME	Title	Signature	DATE
OWNER	Benjamin Ortin			
APPROVED BY				
DOCUMENT				
CONTROLLER			·	

1.3 UPDATE HISTORY

TRANSMITTAL No.	DATE	Sections/Pages	REMARKS
1		All	First issue of Crisis & Emergency Management Procedures
		A contraction of the contraction	

1.4 DISTRIBUTION LIST – CONTROLLED DOCUMENTS

Name.	Position	COPY NO
	To this process of the control of th	1
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1.5 TESTING AND MAINTENANCE OF MANUAL

1.5.1 ADMINISTRATION

In all respects, this Crisis & Emergency Management Procedures Manual is a Bindi Bindi Investment responsibility.

Any questions or required changes to any aspect of this document should be directed to the Director of the said company.

1.5.2 UPDATING THE MANUAL

This manual should be reviewed at least half-yearly for currency and applicability to a constantly changing organisation.

The Director is responsible for ensuring that the names and contact details in this manual are checked when there are management changes, as well as on a half yearly basis.

Team members should ensure that contact details or any other required amendments or alterations are advised immediately to Director.

The Director is responsible for maintaining the response facilities and equipment in operational order.

1.5.3 TESTING OF MANUAL

The Director, will test the call out procedures quarterly on an unannounced basis. Such testing will involve telephone communications only - requiring no movement of personnel.

The ERT, CMT and Support Teams will participate in at least two paper and communications exercises and one full "live" exercise annually.

1.5.4 RESPONSIBILITY OF TEAM MEMBERS (PRIMARY AND ALTERNATES)

All nominated CMT and Support Team personnel (primary and alternate nominees) are responsible for ensuring their contact details remain current. Changes should be immediately advised to the Director by e-mail or fax.

All team members must have an alternate appointed in case they themselves are not contactable at the time of an emergency.

All team members must ensure they have access to their Team Room or location and other relevant areas at all times.

2.0 INTRODUCTION, CONCEPT AND STRUCTURE

2.1 BINDI BINDI INVESTMENT COMMITMENT

Issue No. 1

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

BINDI BINDI INVESTMENTS is committed to ensuring that safety and emergency response standards are maintained at all times throughout its organisation. This Crisis & Emergency Management Procedures Manual is part of that commitment.

2.2 BINDI BINDI INVESTMENTS EMERGENCY PRIORITIES

The key BINDI BINDI INVESTMENTS priorities in any emergency response situation are to:

- Ensure the safety of personnel
- Minimise any impact on the environment
- Minimise any impact on property or assets
- Minimise any impact on the Company's image.

2.3 PURPOSE OF THE MANUAL

This Manual documents:

- The overall emergency response process;
- The roles and responsibilities of personnel in an emergency event;
- Generic procedures for emergency events;
- Guidelines to be followed in response to specified incidents; and
- Confirm the category/class of the incident.

2.4 SCOPE OF THE MANUAL

This Manual covers all emergencies involving or concerning:

• BINDI BINDI INVESTMENTS at Bindoon Extreme Park.

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This Manual will not cover in detail the roles and responsibilities of the Emergency Response Teams. The operations of these teams will conform to the standard life saving, fire fighting, rescue, repair and recovery activities in accordance with approved standards and procedures.

2.5 BINDI BINDI INVESTMENTS EMERGENCY RESPONSE / ORGANISATION CONCEPT AND ARRANGEMENTS

- BINDI BINDI INVESTMENTS Emergency Response/Management arrangements are based on a two-tiered structure with Emergency Response Teams (ERT) on site at the Scene of the Incident and the Crisis Management Team (CMT) on site at Bindoon Extreme Park.
- In outline, the concept of operations of these Teams envisages the ERT undertaking their normal tactical roles of life saving, fire fighting, rescue, repair and first aid in response to an incident/emergency. Immediate tactical support to the ERT and tactical planning to mitigate the effects of the incident /emergency is provided on site by each site's CMT.
- The On Scene Commander will generally retain overall control of the emergency throughout its duration with support, advice and planning assistance being provided by the CMT.
- If an incident/emergency is of sufficient seriousness to require additional tactical support, technical advice and tactical or strategic planning assistance to combat its effects, then the on site CMT may be fully or partly activated to provide that assistance. The CMT, when activated, will deal with the provision and coordination of tactical support, planning assistance and technical advice to the affected facility while at the same time identifying strategic issues that may need to be dealt with. The CMT would deal with those strategic issues that will affect the Company's ability to fully recover from the emergency in Business Continuity, Reputation and Stakeholder Management terms.
- To support the CMT, other support teams may also be activated on site or in Perth to deal with relatives & media, depending on the nature of the emergency.
- In order to simplify emergency response activities, personnel assigned to the above teams, with the exception of those assigned to the ERT, will generally perform their normal daily roles but in the more critical environment generated by the incident/emergency.
- If a response operation appears likely to be of an extended duration, then arrangements will be made to activate alternate personnel to fill positions on the various Teams in order to ensure that operational efficiency is maintained.
- It is expected that all CMT members will maintain as current and store in a readily accessible manner a copy of their roles and responsibilities and the contact directory at all times.
- When the CMT and Support Team are activated communications between the two teams will be primarily through the two Team Leaders.

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2.6 CLASSIFICATION OF INCIDENTS/EMERGENCIES

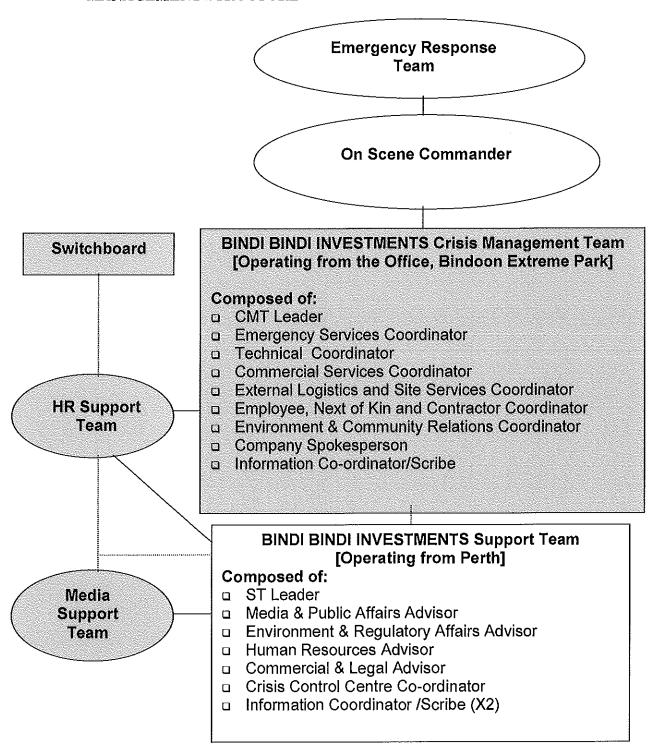
The following table lists the classification system to be applied to any incident/emergency impacting on BINDI BINDI INVESTMENTS. It must be noted however, that this table provides a guide only and it should not restrict individual assessment of the impact of the incident/emergency in light of other variables such as current media or environmental interest or pre existing conditions etc.

2.6.1 BINDI BINDI INVESTMENTS INCIDENT / EMERGENCY CATEGORIES

CATEGORY	Characteristics	ACTION/REMARKS	
	Minor incident	Incident Report raised	
1	Able to be handled within the resources of the company BINDI INVESTMENTS Management		
	No potential for escalation	via normal channels	
	Incident involving injuries to	Incident Report raised	
	personnel or low level threat to	ERT may deploy	
2	personnel/assets.	CMT alerted/activated	
	Some external support required On going assessment		
	Limited potential for escalation		
	Fatality and multiple injuries	Alert issued	
	Major event or threat	ERT may deploy	
	Significant impact on personnel/	CMT activated	
3	property and/or production	Extensive liaison with external	
	Extensive external support required	agencies and media	
	Government involvement	High level of Government involvement	
	Significant potential for escalation		

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2.7 BINDI BINDI INVESTMENTS EMERGENCY RESPONSE, CRISIS & EMERGENCY MANAGEMENT STRUCTURE



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2.8 RELATED PROCEDURES

In addition to the equipment outlined above, a number of additional reference documents and related procedures may be required.

TITLE	DOCUMENT No.	REF.
	Internal	
Emergency Response Plan		Intranet
B.	External	
Mines Safety & Inspection Regulations 1995		343.94
Mines Safety & Inspection Act 1994		343.94
Environmental Protection Act 1986		344.17
Environmental Protection Regs 1987		344.94
Explosives & Dangerous Goods Act 1961		363.17
Explosive & Dangerous Goods (Dangero Goods Handling & Storage) Regulations 1992		363.17
Dangerous Goods (Transport) Act 1998		363.17
Radiation Safety (General) Regulations 1983		343.94
Radiation Safety Act 1975		343.94

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2.9 GLOSSARY

CMT CRISIS MANAGEMENT TEAM

ECC EMERGENCY COMMAND CENTRE

ERT EMERGENCY RESPONSE TEAM

HR HUMAN RESOURCES

PA PUBLIC AFFAIRS

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3.0 CRISIS MANAGEMENT TEAM PROCEDURES

LIABILITY ISSUES

- Analyse incident details and agree on the interim basis upon which BINDI BINDI INVESTMENTS will respond.
- Clarify legal obligations and relationships and ensure BINDI BINDI INVESTMENTS discharges all contracted agreements.
- Decide whether to recommend immediate shutdown of similar/connected operations pending incident investigation.
- Ensure accurate logging of responses

INTERNAL/EXTERNAL INVESTIGATION

- Review composition of investigation team consider use of independent third party.
- Gather facts and evidence (eg. photographs, diagrams, witness statements) while fresh.

MANAGEMENT OF HUMAN RESOURCES RESPONSE

- Ensure that rapid, effective and compassionate support is given to personnel involved.
- Ensure that rapid, effective and compassionate support is given to relatives and colleagues.
- Ensure all personnel (including emergency response personnel) are not exposed to health and safety hazards arising from the incident.
- Arrange for any longer term health monitoring of affected/potentially affected personnel.
- Ensure that all employees, contractors and consultants are kept informed.

MANAGEMENT OF ENVIRONMENTAL IMPACT

- Ensure that rapid containment, clean up and wildlife rescue is effected.
- Ensure immediate and long term monitoring of affected/potentially affected areas is implemented.

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- Cooperate and liaise closely with government and regulatory bodies.
- Consider how environmental agencies/ pressure groups might react and implement pre-emptive plans to manage their response.
- Long term clean up.
- Long term monitoring.

MANAGEMENT OF REPUTATION

- Consider the likely reactions from pressure groups, shareholders, regulatory agencies, neighbours, the local community and the media. Determine an agreed, pre-emptive communications/liaison strategy.
- Ensure company spokespeople are thoroughly briefed and prepared. Ideally, only one person should act as media spokesperson to ensure the consistency of information being released.
- Ensure that the media spokesperson is regularly re-briefed and updated.
- Pro-actively brief politicians preferably using senior BINDI BINDI INVESTMENTS personnel who have pre-existing relationships.
- Review incident impact on pre-existing relationships and implications for other operations/projects.
- Monitor the response from media, other outside sources, and employees and be prepared to respond swiftly to emerging issues.
- Consider the implications of current issues and prevailing public sentiment for management of the incident.
- Consider the impact of new information on each key stakeholder prior to its release.

RESUMPTION OF OPERATION

- Consider the impact of shut down on local community / colleague companies in the region need for strategies to mitigate?
- Prepare a business recovery plan.

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CLAIMS FOR COMPENSATION

- Publicise guidelines as early as possible, especially on how to claim compensation without prejudicing ultimate liability.
- Commit resources to processing claims quickly.
- Prepare and issue a public statement on compensation matters but only after full consideration of the implications (legal and other).

CUSTOMER AND SUPPLIER IMPACTS

- Ensure there is timely and adequate communication about incident impacts, likely outcomes and recovery plans.
- Decide on the ability to assist with alternate supply to customers.
- Consider the inability to accept forward ordered or contracted product/supplies and equipment in the short and/or long terms.

BOTTOM LINE IMPACTS

- Assess revenue impacts from lost production. Consider internal advice requirements.
- Review the impact on BINDI BINDI INVESTMENTS of expenditure to repair any damaged incident site.
- Review internal budgets and financing arrangements.
- Assess the likelihood of penalty or fine, and the implications.
- Review insurance claim options ensure compliance.
- Consider the impact on operations (eg. impact on equipment and property, denial of use, consequential loss, and inability to meet demand).

CMT RESPONSE OPERATIONS

- Ensure that the CMT is supportively managing the strategic response assisting and not hampering the ERT's primarily tactical response.
- Ensure that information flow between ERT, CMT, Support Teams and other key stakeholders is satisfactory.

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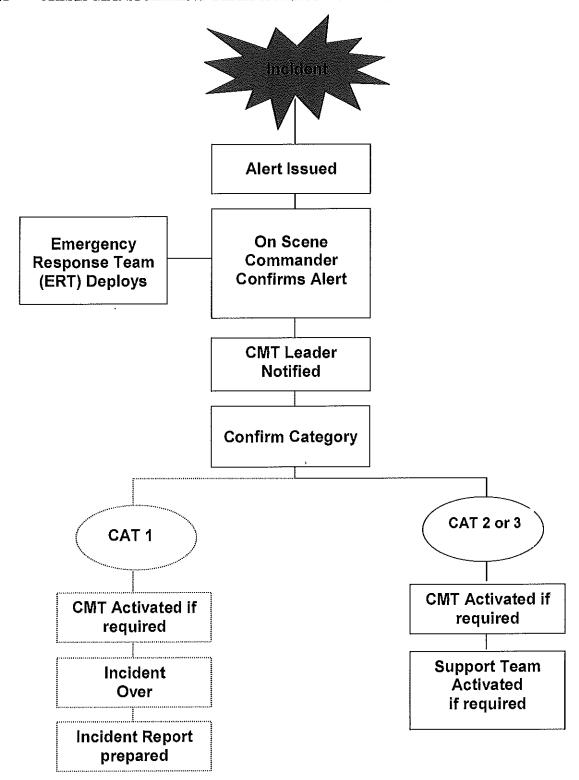
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- Ensure that unaffected parts of BINDI BINDI INVESTMENTS's operations are receiving management resources for continued unimpeded operation.
- Decide whether the CMT could deal with some issues more effectively by breaking into subgroups.
- Review the requirement of the CMT to remain convened.
- Review the requirement for additional resources for the CMT.
- Ensure that a strategy/plan is in place for business recovery/continuity.

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3.1 CRISIS MANAGEMENT TEAM ACTIVATION PROCEDURE



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3.1.1 ACTIVATION PROCEDURES

In the event of an emergency requiring the support of the Crisis Management Team the On Scene Commander will contact the CMT Leader.

CALL OUT

The Crisis Management Team (CMT) Leader, on determining the need to call out the CMT, shall inform Control Room of the unaffected plant to begin the call out process of the CMT members. This will be done by telephone (landline or mobile).

PROCEDURE FOR RESPONDING TO EMERGENCY CALL OUT

All CMT members report to the office.

3.2 CMT ROOM SET UP

3.2.1 ROOM LOCATION

The Office is designated as the CMT room.

The following CMT members operate from the CMT room:

- CMT Leader
- Technical and Production Coordinator
- Emergency Services Coordinator
- External Logistics & Site Services Coordinator
- Employee, Next of Kin and Contractor Coordinator
- Environment & Community Relations Coordinator
- Commercial Services Coordinator
- Company Spokesperson
- Information Coordinator/Scribe

3.2.2 ROOM ACCESS

The CMT room is accessible 24 hours a day seven days a week to all personnel who have the appropriate security access.

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

3.2.4 EQUIPMENT LIST

ITEM	Quantity	STORED AT
Area photographs	3	CMT room
Clock(s)	1	CMT room
Crisis Management Procedure Manual	1	CMT room
In/Out trays	Nil	
Maps and charts		CMT room
Radios		3 portable radios 1 fixed position radio 1 radio headset with helmet
Pre-formatted status sheets		CMT room
Photocopier	1	Outside CMT room
Site diagrams		CMT room (hard copies) Drawing Office (electronic & hard copies)
Stationery		CMT room and Admin Stationary room
Telephones		CMT room * 2 internal CMT room * 1 external CMT members mobiles
Television	1	CMT room
Video cassette player	1	CMT room
Laminated roles & responsibilities	nil	CMT room
E-mail facility external / internal		Via laptops or PC's which can be connected to the LAN in the CMT room

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

3.3 RESPONSIBILITY OF FIRST PERSON TO ARRIVE AT THE CMT ROOM

ROLE

Prepare the CMT room.

Establish contact with the On Scene Commander.

RESPONSIBILITIES

- 1. Open and clear the room of any meetings/other activities.
- 2. Set up CMT room equipment. (Use layout diagram on page and equipment list on page of this Section).
- 3. Connect phones to match the number on telephone sockets.
- 4. Put up pre-formatted status sheets/draw up status boards (refer to APPENDIX H) as required.
- 5. Locate a copy of any relevant Crisis Management Plans
- 6. Place in/out trays for CMT members with roles and responsibilities checklists, log sheets, nameplates, etc.
- 7. Ensure there is an adequate supply of whiteboard pens, cleaners, fax paper, stationery.
- 8. Ensure all positions are labeled with phone number extensions.
- 9. Ensure that all equipment is operational.
- 10. Photocopy log sheets and telephone message sheets and distribute (APPENDIX B and C).
- 11. Establish contact with On Scene Commander/Emergency Command Centre to inform them that the CMT room is now functional. Give them the telephone and fax number (and e-mail address, if using) to the CMT room and request call back to test communications.

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3.4 ROLES AND RESPONSIBILITIES OF THE CRISIS MANAGEMENT TEAM

TEAM ROLE

Provide technical, logistics, personnel support and assistance to the Emergency Response Team (ERT) at the scene of the incident.

Manage the wider implications of the emergency.

The CMT Leader will generally be the appropriate Site Manager or his designated alternate.

RESPONSIBILITIES

- Liaise with the On Scene Commander.
- Inform and liaise with relevant emergency services and regulatory authorities as appropriate.
- Manage communications with the relatives, contractors, customers and other outside agencies.
- Inform and obtain the necessary support from the CMT, if activated.
- Ensure that the ERT follows the directions from the CMT for managing the emergency.
- Document all aspects of the emergency management activities, decisions and communications.
- Recommend the activation of the CMT if the scale of the incident is such that it has the potential to have a significant impact on Bindi Bindi Investments operations People, Safety, Environment.
- Identify strategic issues to the CMT, if activated

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3.5 INDIVIDUAL ROLES AND RESPONSIBILITIES

3.5.1 CMT LEADER

ROLE

Responsible for the development and implementation of a business recovery strategy, which will minimise the incident's impact on company operability, reputation and liabilities in the future.

RESPONSIBILITIES

- Obtain full details of the emergency in terms of damage/threat to people, environment and property and actions in hand; log details. (Use the initial advice checklist at APPENDIX A)
- Evaluate the need for, and level of CMT activation and specialist support staff. Arrange call out as appropriate. Confirm the category/class of the incident.
- Coordinate the overall planning management of strategic recovery issues arising from the incident. Prioritise and discuss with CMT Support Team. Chair all CMT briefings.
- Evaluate the need for specialist support staff (HR, Media). Arrange call out as appropriate.
- Coordinate overall emergency response operations and ensure that they are carried out in a manner which is consistent with corporate policy, government requirements and the needs and concerns of impacted areas.
- Develop overall response objectives to guide emergency management operations (prioritise).
- Ensure all CMT members and supporting staff are briefed and understand their individual and team responsibilities.
- Request regular status updates from the incident site.
- Assess the need for additional specialist support at the incident site in liaison with the Technical and Production Coordinator and the Emergency Services Coordinator.
- Ensure availability of adequate human, financial and technical resources.
- Ensure shift changes and back up is arranged for CMT, ERT and Support Teams.
- Regularly review the emergency response by calling for updates at frequent intervals having given at least 5 minutes notice of the update.

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- Refer to APPENDIXes D, E and F for correct Update, Shift Hand-over and Stand Down Procedures.
- Participate in training a back-up/relief coordinator and ensure that other members have done the same.
- Monitor contacts with external organisations third party contractors, government Ministry and bureaucracy), owners and relevant government authorities by reference to tasked team members (ie. Company Spokesperson).
- Ensure that customers are notified of the incident and the likely impact on deliveries.
- Determine the media strategy in consultation with the Media and Public Affairs Coordinator & Company Spokesperson.
- Ensure that the CMT supports the response and is not trying to micro-manage.
- Monitor that the CMT is fulfilling its key responsibilities in terms of resources, communications, strategic review and management.
- Monitor the state of CMT members' comfort/dynamics/health. Ensure shift changes/backup as required.
- Conduct a de-brief and agree on investigation planning and reporting arrangements before deactivating the CMT and support staff.
- Ensure that a strategy/plan is in place for business recovery/continuity put in place.
- Participate in training a back-up/relief coordinator.
- Document all actions on a log sheet as shown in APPENDIX B and pass a duplicated copy to the Information Coordinator.

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3.5.2 EMERGENCY SERVICES COORDINATOR

ROLE

Act as the point of contact between the Emergency Command Centre and CMT.

Assist the CMT Leader in the development and implementation of team objectives.

RESPONSIBILITIES

- Obtain full details of the emergency in terms of the threat/damage to people, environment and property and Emergency Response actions in hand; log details.
- Attend all CMT briefings.
- Ensure communications are established and maintained with the affected site and act as the central point of contact between the On Scene Commander and the CMT
- Ensure that appropriate site security has been established and that protocols are developed and maintained with respect to the ingress/egress of all personnel both from the site proper, and incident site in particular.
- Ensure that all personnel are aware of the need not to tamper with evidence at the scene-of-incident pending inspection by Government Authorities and completion of the company's own investigation.
- Provide regular situation updates to the CMT, as directed by the CMT Leader.
- Pass on to the appropriate member of the CMT and Support Teams (where established) information related to Human, Logistics, Environmental, Process, Engineering and other aspects of the emergency.
- Monitor the performance of the ERT, but do not attempt to manage or direct personnel at the scene of the incident.
- Assist the CMT Leader, through liaison with the affected site, in planning the emergency response and establishing the need for additional resources.
- Ensure back-up or alternate ERT personnel are placed on stand-by for mobilisation if required.
- Assist the CMT Leader in preparing and reviewing the strategic and tactical objectives.
- Participate in training a back-up/relief coordinator.
- Document all actions on a log sheet as shown in APPENDIX B and pass a duplicated copy to the Scribe.

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3.5.3 TECHNICAL AND PRODUCTION COORDINATOR

ROLE

The Technical and Production Coordinator provides detailed technical production advice, maintenance and tactical planning assistance to the CMT Leader.

RESPONSIBILITIES

- Conduct risk assessments and advise the CMT Leader on the potential effects to the production capabilities, capacity, maintenance, repair and down time of the operation. Assess business continuity issues.
- Attend all CMT briefings.
- Analyse emergency scenarios and response plans; and advise the CMT Leader on the potential
 effects to the production capabilities, capacity, maintenance, repair and down time of the
 operation.
- Provide technical, production and maintenance advice to the CMT Leader.
- Assess the effects of the incident and the emergency response on the production capabilities, capacity and maintenance state of all operations. Advise the CMT accordingly.
- Provide technical support to the ERT in accordance with the tactical plans developed by the CMT.
- Establish and maintain an overview of the location and status of mobile equipment and maintenance resources that may be needed to assist emergency response operations. Coordinate activation/provision of these resources when required.
- Identify and arrange provision of resources, with the External Logistics Coordinator, from either internal or external sources.
- Provide assistance to the CMT Leader in the formulation and implementation of tactical response plans.
- Prepare technical and operational information and recommendations for the CMT Leader and the CMT if activated.
- Carry out contingency technical and maintenance planning for return to normal operations.
- Carry out contingency technical and maintenance planning fore return to normal operations.

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- Assess the effects of the incident and emergency response to the production capabilities, capacity and maintenance of the operation.
- Provide technical, production and maintenance advice and assistance to the CMT Leader in the implementation of tactical plans.
- Evaluate alternative process options, especially if equipment is out of action, damaged, etc.
- Assess the implications of adopting alternative process options in the context of quality assurance and the duration, sustainability and risks/safety implications of such changes.
- Ensure that appropriate environmental approvals are obtained for any changes to production processes (e.g. impact on emissions/other impacts).
- Monitor the effectiveness and impact of changed production processes and anticipate the need to make alterations or pursue other options.
- Participate in training a back-up/relief coordinator.
- Maintain a personal log of events.

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3.5.4 COMMERCIAL SERVICES COORDINATOR

ROLE

The Commercial Services Coordinator is responsible for assessing and monitoring the financial and commercial implications of the event, arranging for legal advice as required, insurance claims and the collation of all documentation arising from, and relating to, the incident.

RESPONSIBILITIES

- Ensure procedures, systems and forms are in place to allow the efficient recording and allocation of costs (including loss of production costs) during a disaster or major emergency.
- Attend all CMT briefings.
- Ensure procedures, systems and forms are in place to allow the efficient recording of all legal and insurance related matters.
- Design a system to collect, collate and safely store all documentation related to an incident.
- Obtain full details of the incident in terms of the threat/damage to people, assets, property and environment; and actions in train. Log details in a master log.
- Provide commercial and financial advice and support to the CMT.
- In consultation with the CMT Leader, liaise with commercial consultants (e.g. lawyers, insurers), customers and suppliers.
- Participate in training a back-up/relief coordinator.
- Maintain a personal log of events.

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3.5.5 EXTERNAL LOGISTICS & SITE SERVICES COORDINATOR

ROLE

The Logistics Coordinator coordinates logistics and site services support to emergency response operations, and provides detailed logistics advice and services to the CMT. This role is primarily focused on obtaining and managing logistic support from outside the premises.

RESPONSIBILITIES

- Obtain full details of the incident in terms of the threat/damage to people, assets, property and environment. Evaluate logistics considerations arising. Log details.
- Attend all CMT briefings.
- Provide logistics support to the ERT(s) in accordance with the tactical plans developed by the CMT.
- Provide logistics advice and assistance to the CMT Leader in the implementation of tactical plans.
- Ensure that the supply needs of the emergency response effort are being anticipated and met.
- Identify and arrange for the provision of additional resources from external sources or other sites or resources in the region.
- Liaise with contractors on the status and location of personnel and resources available to assist emergency response operations, and provide details of contractor capabilities to the CMT Leader and Emergency Services Coordinator.
- Develop emergency transportation and supply plans.
- Liaise with other CMT members to ensure that required office and personnel supplies are made available.
- Ensure appropriate plans, maps and drawings are made available quickly for use by the CMT.
- Ensure all emergency response teams and support personnel are being victualled and cared for.
- Maintain an inventory of all equipment, supplies, services and other material purchased, rented, borrowed or otherwise obtained during emergency response operations.

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- Carry out contingency technical, logistic and maintenance planning for return to normal operations.
- Analyse the logistics ramifications of the incident and its emergency response effects
- Identify the range and deficiencies of on-site and external supply support.
- Identify and liaise with additional external agencies for provision of logistic support, as required.
- Arrange accommodation and welfare for any company personnel or other parties involved in, or directly affected by, the emergency. Obtain necessary authorisation for same.
- Participate in training a back-up/relief coordinator.
- Maintain a personal log of events.

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3.5.6 EMPLOYEE, NEXT OF KIN AND CONTRACTOR COORDINATOR

ROLE

The Employee, Next of Kin and Contractor Coordinator is responsible for the development, activation and review of systems for accounting for all personnel on site when an incident occurs, and by which means information about an incident will be communicated to employees, next of kin and contractors.

This position advises and supports the CMT on all human resource considerations pertaining to an emergency, including provision of counselling and other welfare support.

RESPONSIBILITIES

- Obtain full details of the incident in terms of the threat/damage to people, and subsequent actions taken. Log details.
- Attend all CMT briefings.
- Coordinate the conduct, reporting, cross-checking and recording of personnel musters via the Communications Controller.
- Obtain personnel-on-site lists and next of kin/emergency contact details.
- Liaise with contractors to ensure the safety and wellbeing of their personnel. Agree on responsibilities and log the agreement.
- Ensure that all contractors are not releasing any details to the public other than with the approval of Ben Ortin.
- Coordinate the communication of appropriate advice about the incident to next of kin. Ensure
 that this information is being conveyed by Ben Ortin and its contractors in an approved and
 consistent manner.
- Prepare and release incident information to employees and contractors when authorised to do so by the CMT leader.
- Advise (or coordinate the provision of advice) to next of kin about the condition and location of those injured.
- Advise the appropriate authorities and coordinate the notification of the family of any person killed as a result of the incident or emergency response operations. Be acutely aware of the sensitivities throughout this process.

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- Following confirmation that the next of kin have been notified of a fatality by the Police, ensure a senior company representative, nominated by the CMT Leader, visits the family to offer support. Wherever practicable, they shall be accompanied by a suitably trained Counsellor.
- Activate and coordinate the provision of appropriate counselling and welfare services to the casualties, other employees, and next of kin.
- Activate the HR Support Team (if required), and supervise their operation. Ensure that this team is updated regularly on the emergency.
- Arrange repatriation of personnel where necessary.
- Participate in training a back-up/relief coordinator.
- Maintain a personal log of events.

For Pro-Active Contact with Next of Kin:

Consideration should be given to making proactive calls to the relatives of affected personnel. This is important for the maintenance of corporate reputation as a caring employer.

Suggested technique:

- Introduce yourself by stating your name, role and the reason for making contact
- Positively identify the next of kin/emergency contact and positively link the next of kin with the
 employee.
- Provide pertinent information (only that which is available for public release).
- Be conscious of the need to be positive, caring and reassuring.
- Seek feedback that the information has been understood.
- If the call relates to an injured employee, advise next of kin about plans, travel arrangements, medical arrangements as necessary.
- Confirm call back number (both yours and the next of kin's).
- Maintain contact on a regular basis and provide updated information to next of kin.

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3.5.7 Environmental & Community Coordinator

ROLE

Provide advice and support the CMT on all environmental matters pertaining to the emergency and its impacts and implications.

RESPONSIBILITIES

- Obtain a full briefing on the incident situation, paying particular attention to environmental response, community issues and any planned actions. Log details.
- Attend all CMT briefings.
- Liaise with the CMT Leader on the provision of advice to statutory authorities and obtain relevant approvals.
- Call in appropriate discipline specialists as required.
- Collect environmental data for affected and potentially affected areas.
- Provide ongoing weather forecasts and other data as appropriate.
- Provide guidance to the CMT on any clean-up, containment or rehabilitation strategy that may be required and how to avoid/mitigate potential secondary environmental impacts associated with response operations.
- Communicate effectively, and respond to, the concerns of the local community especially those who may have been affected by the incident.
- Assess the need to communicate directly with affected members of the community and implement community communications initiatives as approved by the CMT Leader.
- Provide advice on the priority and method of any fauna/flora protection or wildlife rescue operations.
- Provide the CMT with accurate, up-to-date information on environmental operations, inputs, resources and risks.
- Participate in training a back-up/relief coordinator.
- Document all actions on a log sheet as shown in APPENDIX B and pass a duplicated copy to the Information Coordinator.

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3.5.8 COMPANY SPOKESPERSON

ROLE & RESPONSIBILITIES

Company Spokesperson

Review and authorise all media releases and the nature of all information provided to external parties including owners.

Serve as a media spokesperson and ensure you are adequately briefed about relevant issues (both incident related, recent issues and feedback on media trends to date).

Serve as chief spokesperson for communications with owners as well as senior government representatives.

Coordinate the release of information to the media at a site level as instructed/directed by the CMT Leader.

Assist the media in any way that is safe, practicable or appropriate under the circumstances, as instructed/directed by the CMT Leader.

Obtain a thorough briefing on the emergency, the response to it, and any issues that relate to impact on personnel, the community, government, or the Owners. Log details.

Attend all CMT briefings.

Ensure you are alerted to the arrival of any media personnel on site and that they are being met and briefed in terms agreed with the CMT Leader.

Ensure that media access to site is controlled as appropriate and that media personnel are escorted for their own safety at all times.

Ensure the CMT Leader is briefed regularly on the level and nature of media interest in the event, including the media organisations that are making contact and the questions they may be asking.

Ensure a time-lined log is kept of all media inquiries and the nature and timing of the company response.

Ensure the consistency of all information being provided to the media, community interests and other stakeholders and ensure the switchboard operator is briefed on how to handle and respond to telephone inquiries in a sensitive and consistent manner.

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Take direction from the CMT Leader with respect to any information that may be provided to the media.

Under the direction of the CMT Leader, ensure that the switchboard continues to be briefed on what may be said to the media, members of the public, next of kin or any other interested party. Ensure that any information provided is current (i.e. updated as necessary), and consistent.

Ensure that approved company background materials, fact sheets and descriptions of operations are available to give to the media.

Ensure any media at or near site are given copies of any approved written media statements.

Arrange an appropriate venue for the briefing of media personnel and for any media conference that may be required.

Participate in training a back-up/relief coordinator

Document all actions on a log sheet as shown in APPENDIX B and pass a duplicated copy to the Information Coordinator

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3.5.9 Information Coordinator / Scribe (X2)

ROLE

Document all activities and communications relating to the emergency response and assist the CMT Leader with administrative matters.

Maintain status board information and confirm the information is correct.

Ensure all CMT members are maintaining a comprehensive log and that this information is collected, compiled and secured in an appropriate manner.

RESPONSIBILITIES

- Obtain full details of the emergency in terms of the damage/threat to people, environment and property and actions in hand. Log details.
- Attend all CMT briefings.
- Ensure the CMT room is set up as required, and confirm the status and tasking of CMT members.
- Prepare the status boards if this has not already been done and add the latest information.
- Pro-actively monitor all communications (discussions, updates and written reports) and capture pertinent points as they arise.
- Maintain a chronological log of events and (if approved by the CMT Leader) make tape recordings as appropriate. Pay special attention to times of particular activities and events.
- Closely monitor boards and information being gathered and draw to the Team's attention any major changes, outstanding action items or arising issues.
- Collect the logs of other CMT members and collate the information into the main log.
- Manage the flow of hard copy communications and ensure that copies of all written communications are retained for the permanent log.
- Ensure that core data and decisions from all briefing sessions is recorded and distributed to all nominated persons.

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- Provide a copy of all documentation to the Emergency Services Coordinator (CMT) for follow up investigation (and any litigation) purposes.
- Monitor team dynamics and assist to improve information capture, display, and flow as appropriate.
- Monitor room noise levels and reduce distractions where possible.
- Provide administrative support to the CMT Leader when workload allows.
- Participate in training a back-up/relief coordinator.

NOTE: These two positions are closely related and personnel allocated to them may rotate between each, as required.

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4.0 EXTERNAL AGENCIES CONTACT DETAILS

1. UTILITIES

NAME	PHONE	FAX
Western Power	13 13 51	9326 4595 (HQ)
Alinta Gas	13 13 52	1800 643 369 (priority fax)
		9486 3030 (HQ)

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2. EMERGENCY SERVICES - POLICE, FIRE & RESCUE, AMBULANCE

NAME	PHONE	FAX
WA Police Emergency	000	
WA Police - Gingin	9575 2244	
WA Police - Midland	9274 0333 (24 hr service)	
WA Fire & Rescue Emergency	000	9323 9462
WA Fire & Rescue Admin	9323 9300	9323 9384
Bush Fire Brigade – Muchea (Dennis Harvey)	9571 4122 (M) 0427 092 356 9576 1536/0428 947 853	
Bush Fire Brigade – Bindoon (Dennis Badcock))	1800 198 140 FESA Pager	
Bush Fire Brigade – Gingin (Max Borwick)	9575 7578/0427 082 834 1800 198 140 FESA Pager	
Bush Fire Brigade Bullsbrook – Bullsbrook	9571 0016	
St Johns Emergency	000	
St Johns — Chittering/Gingin	9575 2332	
Gingin Fire & Rescue (Peter Elliott)	9575 2316/0429 380 549	
State Emergency Services	9277 0555 Emergency 1300 130 039	9479 4890
RAAF Pearce (Fire Control)	9571 7501	
RAAF Pearce (Admin)	9571 7111	
RAAF Pearce (Police)	9571 7605	

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3. EMERGENCY SERVICES - HOSPITALS/ MEDICAL/COUNSELLING

NAME	PHONE	A/H
Doctor – Bullsbrook	9571 1478	
Doctor - Gingin	9575 2300	
Doctor - Joondalup	9300 0366	
Hospital – Royal Perth	9224 2244	
Hospital – Swan Districts	9347 5244	
Hospital – Joondalup	9400 9400	
Hospital - Fremantle	9431 3333	
COUNSELLING SERVICES		
Occupational Services (Counsel)	9225 4522	1300 361 008
Boylan Simpson & Simpson (BSS)	9211 3700	1800 303 090
Davidson & Trahaire	9382 8100	1300 360 364

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4. MEDIA CONTACTS

ORGANISATION	CONTACT	PHONE	FAX
Press			
West Australian	Editor	9482 3111	9482 3177
Sunday Times	Editor	9326 8326	9221 1121
Weekend Courier Community	Editor	9599 1800	9599 1817
Sound Telegraph	Editor	9527 2333	9527 8977
Fremantle Herald	Editor	9430 7727	9430 7726
Fremantle Cockburn Gazette	Editor	6330 9100	6330 9153
Wanneroo/Joondalup Community Newspaper	Editor	9233 3000	9233 3001
Wanneroo Times	Editor	9233 2000	9233 3001
North Coast Times	Editor	9233 2000	9233 3001
Midwest Times	Editor	9964 3699	9964 3711
Geraldton Guardian	Editor	9956 1000	9956 1030
Central Midlands & Coastal Advocate	Editor	96511992	9651 1373
TELEVISION			
Channel Seven Perth News	Chief of Staff	9344 0777	9344 0808
Channel Nine Perth News	Chief of Staff	9449 9999	9445 1266
Network Ten Perth News	Chief of Staff	9345 1010	9344 8485
ABC Television News	Chief of Staff	9220 2700	9220 2837
RADIO			
720 ABC Perth	News Director	9220 2700	9220 2727
6PR	News Director	9220 1400	9325 2806
6IX	News Director	9220 1400	9325 2806
Nova 93.7 FM	News Director	9489 1937	9489 1865
92.9	News Director	9382 0929	9381 3155
MIX 94.5	News Director	9382 0945	9381 3155
96FM	News Director	9323 9600	9325 4553
Curtin FM 100.1	News Director	9266 2121	9266 3881
Radio Fremantle 107.9 FM	News Director	9494 2100	9494 2419
ABC Midwest & Wheatbelt	News Director	9923 4111	9923 4199
Geraldton's 96.5 FM	Program Director	9921 2244	9921 7700
98.1 FM	Program Director	9921 2244	9921 7700

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6. LEGAL & INSURANCE

NAME	PHONE FAX

10. STATE & LOCAL GOVERNMENT

NAME	PHONE	FAX
Department of Industry & Resources:	1300 665 500 Emergencies	
Main Office Perth	(B) 9222 3333	(B) 9325 2280
District Inspector of Mines (Lal Mahajan)	(B) 9222 3138 (A/H 9364 1942)	
Dangerous Goods Division	(B) 9222 3333	
Department of Environmental Protection:		
Main Office Perth (Tony Iacopetta)	(B) 9222 7000	93221598
Emergency	(A/H) 1800 018 800	
Chittering Shire Council:		
CEO (Ken Donohoe)	(B) 9576 1044	9576 1250
Shire President (Jan Stagbouer)	(H) 9576 2001	
Gingin Shire Council:		
CEO (Simon Fraser)	(B) 9575 2211	9575 2121
Shire President (Greg Morton)	(H) 9655 3037	

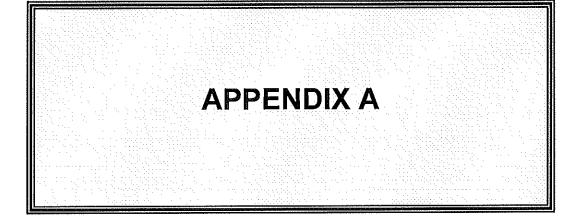
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BINDI BINDI INVESTMENTS CRISIS & EMERGENCY MANAGEMENT

BINDI BINDI INVESTMENTS EMERGENCY RESPONSE TEAM

		RADIO	MOBILE
ERT	Benjamin Ortin	CH 1	0147 166 619 9576 2005
COORDINATOR	(Benno)		
SECURITY	Paul Martino	CH 1	
CROWD CONTROL	(Sellers)		
FIRE CHIEF	Dennis Badcock Peter Geddes	CH 1	
AMBULANCE	Vicky Humphry	CH 1	
HEALTH & SAFETY	Danny Makin	CH 1	
CAR PARK	Peter Keratzis (Spiro) ATM Delegate	CH 1	
BAND COORDINATOR	Pat Donnolly (Yindi)	CH 1	
POLICE	Gingin Police	CH 1	000

BINDI BINDI INVESTMENTS CRISIS & EMERGENCY MANAGEMENT

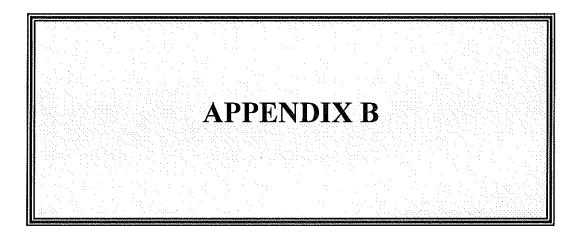


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APPENDIX A INITIAL ADVICE CHECKLIST

DATE OF CALL:	TIME OF CALL:	RECEIVED BY:	
LOCATION OF INCIDENT	r :	DATE OF INCIDENT:	TIME OF INCIDENT:
DESCRIPTION OF INCIDI	ENT:		
Incident contained or escalar			
NUMBER OF PERSONS C	N SITE:		
CASUALTIES DETAILS:			
Injured:		Fatalities:	
Treatable at Site:		Certified? Y / N	
Requiring evacuation:		Missing:	-1/4
ENVIRONMENTAL IMPA	CT;		
THE LEVILLE COLUMN	A TO INCIDENTE OFFER.		
WEATHER CONDITIONS	AT INCIDENT SITE:		
ACTIONS TAKEN AT INC	TIDENT SITE:		
ACTIONS TAKEN AT INC	DIDLINI OITE,		
ORGANISATIONS/AGEN	CIES NOTIFIED:		
MEDIA INTEREST:			
	And the second s	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
ASSISTANCE REQUIRED) :		
COMMUNICATIONS:			
Site contact number (Tel):			
Site contact number (Fax):			
Agree time for next contact:			

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BINDOON EXTREME PARK
CRISIS & EMERGENCY MANAGEMENT MANUAL

LOG SHEET

APPENDIX B

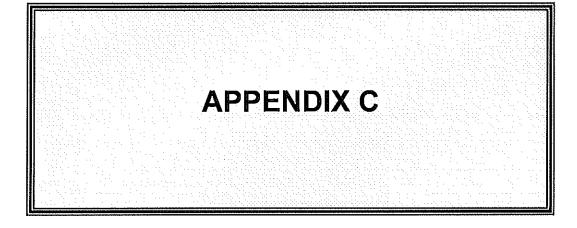
Name:

Role:

Date:

ISSUE							
RESPONSE			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				
ACTION/ACTIVITY							
TIME							

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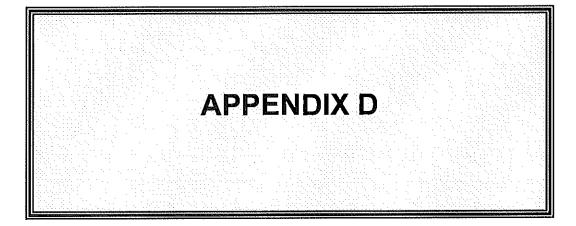
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TELEPHONE MESSAGE SHEET

	TELEPHO	ONE MESSAGE	· •	
YOUR NAME:	DATE:		TIME:	
CALLER'S NAME:	CALLER'S T	ELEPHONE NUMB	SER:	
	CALLER'S FA	AX NUMBER:		
CALLER'S ORGANISATION	/AFFILIATION:		1 to AMAN AND AND AND AND AND AND AND AND AND A	
MESSAGE/NOTES:		ACTION	DEADLINE	

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APPENDIX D

UPDATE PROCEDURE

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The Group/Team Leader is responsible for ensuring this procedure is followed.

- At the outset of the response, decide on the appropriate intervals for updates. Updates should take no more than 10 minutes.
- Give all team members a 10 minute warning prior to each update. Notify any Support Team members if required.
- At the appointed time, call for telephones to be diverted to switchboard or Communications Team. Check Scribe's readiness to update the relevant status boards/sheets.
- Stop movement in and out of room.
- Invite each team member to identify key issues and report progress on any action items. Do not allow questions or debate until everyone has reported.
- Seek voluntary 1 minute briefings from Support Team members (if involved).
- Provide opportunity for clarifying questions and brief discussion.
- Summarise the update, set priorities and allocate responsibilities for action.
- Set the time for next update.
- Ensure that action items, times and decisions taken are noted.
- Re-divert the phones and distribute messages taken in the interim.

Item 9.1.1

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APPENDIXE

APPENDIX E

SHIFT HAND OVER

In the case of a prolonged emergency, an alternate shift must be arranged to relieve the first shift.

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The following process should be followed in the event that any of the teams have been convened for longer than 12 hours OR when personnel are showing significant signs of stress or fatigue.

Planning for this should take place in the first few hours of an emergency, and the shift rosters promulgated well in advance to allow personnel to plan for their duty. The responsibility for managing the arrangements for alternates lies with individual team leaders.

INFORMATION COORDINATOR / SCRIBE

- Agree with the relevant Team Leaders whether changeover is to be simultaneous for all members or staggered.
- Coordinate the call out of alternates, stating the time and location at which they will be required. Consider calling in the swing shift to relieve response personnel at the affected site.
- Arrange transport if necessary.

TEAM LEADER

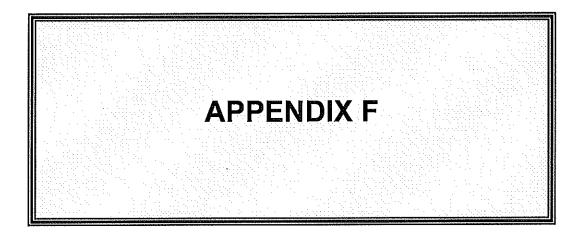
- Provide general facts of the incident and a broad overview of actions to date for incoming members.
- If changeover is to be simultaneous, arrange extended situation report when the majority have arrived.

INDIVIDUAL TEAM MEMBERS

- Ensure that your alternate is fully conversant with the situation and duties relevant to your specific area of responsibility. Make sure that this does not disrupt the operations of the remainder of the Team.
- Inform the Information Coordinator/Scribe when the hand over has been completed.
- Check if you will be required further and at what time.
- Get adequate rest and sustenance in case you are required again.

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APPENDIX F TEAM STAND DOWN PROCEDURES

The decision to stand down the response teams/groups lies with the individual Team Leaders. Such a decision MUST NOT be undertaken without prior consultation with the other teams.

Full or partial stand down can be considered.

The CMT Leader will stand down the CMT when:

- All immediate actions initiated to recover from the emergency have been completed.
- The category of the emergency has been scaled down/emergency is over as advised by the ERT Leader.
- Plan for longer-term recovery issues has been made.

RESPONSIBILITIES

Team Leader

- Agree with the team on the following:
- nature of stand down temporary or permanent partial or whole;
- what will trigger the team to reconvene and which members will reconvene.
- Establish how the incident status will be tracked/evaluated in the interim and who will do this.
- Establish what outstanding tasks remain and delegate for action. Ensure this information is recorded.
- Set a time for when the team will meet again to:
- formally check the completion of outstanding tasks;
- conduct a brief review of lessons learned from the incident.
- Prepare a checklist of relevant parties who have been involved during the emergency who should be notified of the stand down. Agree who will take the responsibility for notifying whom. Ensure this information is recorded.
- Ensure backup is available for any persons who will remain on emergency duty.

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Scribe

- Record all actions and decisions.
- Provide a copy of all documentation to the Emergency Services Coordinator (CMT) for follow up investigation (and any litigation) purposes.

All members

• Consider follow on issues stemming from the emergency which are relevant to your area of expertise. Record for action.

INTERNAL INCIDENT INVESTIGATION PROCEDURE

All emergency incidents will be investigated and reported upon as per the Bindi Bindi Incident Investigation Procedure.

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BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

APPENDIX G

APPENDIX G

MEDIA RESPONSE PROCEDURES

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

DEALING WITH MEDIA INQUIRIES

As a rule, major emergencies attract considerable media and public interest. If this is not strategically and pro-actively handled, considerable damage can be done to the company's reputation. It is therefore vital that media inquiries are dealt with promptly and efficiently. Care must be taken to provide consistent information to the media, relatives, general pubic and outside authorities.

FIRST PRINCIPLES

- Demonstrate a willingness to communicate.
- Remember that you are always on the record.
- Always give the same, consistent messages.
- Establish the company as the sole authoritative source of information on the incident.
- Be proactive in the release of information.
- Demonstrate human concern.
- Ideally, stick to one (or two at the most) spokes people to centralise information flow to the media and maintain consistency of your messages.
- Think about what your stakeholders would want/need to know about the event and structure your media releases/comments accordingly.
- Establish confidence in BINDI BINDI INVESTMENTS by:
 - Addressing the emotion (In many risk situations emotions play an equally important role as the facts.)
 - Sharing the concern (Once concerns are allayed, the issue may be addressed intellectually.)
 - <u>Demonstrating Commitment</u> (To resolving the problem and protecting the community/stakeholder welfare.)
- Particularly in the early stages of your media contact, endeavour to control the agenda by limiting your responses to the immediate (not peripheral or historical) issues.
- Never lie or try to hide the gravity of the situation
- If you do not know the answer to a question, say so.
- Double-check all information you intend to release for accuracy.
- Attempt to tape record any important telephone interviews or media conferences for future reference.
- Do not appear to apportion blame to any party, internal or external.

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- Keep a chronological log of all media contacts.
- Ensure you have available comprehensive background data on Bindi Bindi Investments which may be provided to the media if requested. (Maps, photos, fact sheets, etc).
- Carefully consider that information which you may choose not to provide to the media.

MEDIA RESPONSE PROCEDURES

- Media releases and statements must be approved by the CMT Leader.
- Only release information which is common knowledge (e.g. company facts which appear in the Annual Report) or what is contained in approved media releases. If further information is required, approve its release as with media statements.
- Discourage employees from commenting on the incident to the media and the public unless they have been formally authorised to do so. When authorised, only proven and known facts are to be stated.
- Ensure that relatives are advised prior to any personnel names being publicised or released.
- DO NOT release the names of any casualties to next of kin, the media or the public before authorisation by the CMT Leader.
- Do not leave the media to their own devices. Ensure that security has been established and escorts provided to the media at all times.
- Consider where you will/will not allow the media.
- If the media come to site, designate an appropriately equipped (external telephone/fax/etc...) room for their use as an office. Ensure that this room is located where confidential BINDI BINDI INVESTMENTS discussions cannot be overheard, where no sensitive information is stored or displayed, and where windows do not overlook any sensitive areas.

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

- Consider the need to send copies of media statements/releases to non-media stakeholders to keep them informed (Stock Exchanges, joint venturers, other company sites/offices, Directors, etc).
- Ensure that all media coverage (print and electronic) is monitored, recorded and promptly analysed to ensure a rapid and effective response to criticism or external comment.
- Ensure copies of all media statements/releases are circulated to all appropriate Bindi Bindi personnel promptly.
- Ensure you get regular and comprehensive situation report updates and constantly reconsider what information can/should be publicly released.
- Consider the need for media or public relations consultancy support.
- If in doubt, obtain legal opinion on sensitive issues.
- Organise "official" photographs/video footage to support your record of the event.
- Consider the use of an appropriate venue for media conferences and a regime for ongoing media briefings as necessary or desirable. Plan and if possible rehearse a media conference approach to give yourselves maximum agenda control.
- Consider media transport and accommodation issues as appropriate.
- Consider the need to advertise your Corporate Position of a Message to the Public.
- Liaise with Media Support Team to ensure they are using current data.
- Double check that all media contact details are comprehensive and accurate.

GENERAL GUIDELINES

Media (as well as relatives, general public and other outsiders) will form their impressions of the incident and the Company as much on the way their inquiries are handled as on the facts they are told. It is therefore very much BINDI BINDI INVESTMENTS's interest to appear helpful and responsive.

Key principles:

- Remember that human life and welfare comes above all else.
- Provide as much information as you can, following the points listed in the Media Response Procedures above. If you are unable to give a satisfactory reply, offer to call back when you have more information. Make sure all promises to call back are kept.

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

- Avoid passing the call to another person unless you are sure the caller will get a satisfactory response from that individual.
- Be polite, helpful and as cooperative as possible.
- Never lose your temper.
- Avoid speculation.
- Avoid long-winded replies. Remember that the electronic media want 10-30 second grabs and the rest is edited out. Be crisp and concise.
- Update the message as time progresses.
- Provide facts and figures where applicable.
- Determine what deadlines the media have and try to accommodate them.
- Make no firm or legally binding commitments in respect to compensation.
- Consider an avoidance strategy for questions you are unwilling or incapable of answering.
- Although you will need to demonstrate sensitivity and compassion, you must consciously work at appearing "in control".
- Avoid using technical jargon.

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

PROFORMA MEDIA HOLDING STATEMENT

Telephone: Facsimile: Mobile:

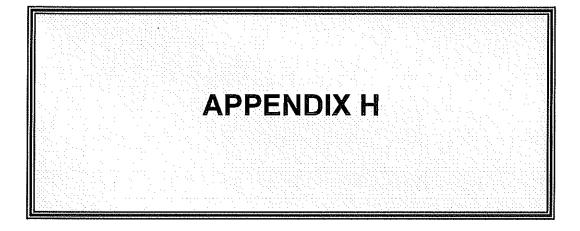
Use the format below, or an appropriate derivation of it, to prepare the initial Media Holding Statement. It is important that in the early stages of a major emergency or crisis that a minimal amount of detail is released, pending the confirmation of hard facts.

(BINDI BINDI INVESTMENTS LETTERHEAD)

Media Release
Release time: Date: Number:
HEADLINE (NON EMOTIVE)
PERTH
//200
Bindi Bindi Investments regret to advise that an (insert description of event - e.g. fire, explosion, etc) occurred at its (facility/office as appropriate) at approximately (insert time) today.
The company's Emergency Response Plan has been activated and its Emergency Response Teams have been mobilised. The company is currently directing all its efforts to ensuring the safety of personnel (or protection of the environment, etc etc) in the area. Few details relating to the extent of the incident are yet available however further information will be made available as it comes to hand.
For further information contact:
Name of company contact:

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APPENDIX H INFORMATION BOARD LAYOUTS

It is recommended that these board layouts should be drawn up on whiteboards in permanent text, which can be removed after the incident response. They can be completed with whiteboard pens.

Each board should be completed succinctly in bullet point format with details being changed as further information comes to hand.

LOGISTICS (CMT) - EMERGENCY SERVICES

TYPE	STATUS/ACTIVITY
FIRE/RESCUE	
HELICOPTER	
POLICE	
AMBULANCE	
OTHER	

LOGISTICS (CMT) - TRANSPORT

JRPOSE	ETA	POB	COMMENTS
<u></u>			
	JRPOSE	JRPOSE ETA	JRPOSE ETA POB

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Attachment 3

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

EVENTS/ACTION LOG

TIME	EVENT/ACTION

CASUALTIES

NAME	COMPANY	INJURY	STATUS/LOCATION

GENERAL

INC	CIDENT DETAILS	NEED TO KNOW	RESOURCES
LOCATION:		e.g. Hospital resources?	
DATE:			
TIME:			
INCIDENT			
DETAILS:			
WEATHER:			
CATEGORY:			
CASUALTIES:			
3 RD PA	ARTY NOTIFICATION		
COMPANY	ADVICE/LIAISON STATUS		

BINDOON EXTREME PARK CRISIS & EMERGENCY MANAGEMENT MANUAL

FOCUS BOARD (For Team Leader to remind team of immediate priorities)

IMMEDIATE PRIORITIES		
1.	******	***************************************
2.		
3.		

RISK MANAGEMENT PLAN

Prepared For

Bindoon Dirt Drags

on

21st April 2012

Managed By Bindi Bindi Investments Pty Ltd

	DOCUMENT CONTROL	
Version Control	Risk Action Plan 2005 version 1.00 doc	Created on 21/3/05
Prepared By	Benjamin Ortin	Director
Approved By	Pat Donnelly	Co-Director
Approved By	?	Chittering Shire Council

BINDI BINDI INVESTMENTS PTY LTD

RISK MANAGEMENT FOR BINDOON DIRT DRAGS

1.0 Introduction

The Risk Management Plan has been developed to assist Bindi Bindi Investments in its management of the Annual Dirt Drags. As a major event there are a range of risks that have implications for the Company, Emergency Services and the general public. The Company have responsibilities with all these stakeholders hence the need for this Risk Management Plan.

2.0 BACKGROUND

The Company has been successfully hosting Bindoon Dirt Drags for nine years with this year being its tenth.

The Bindoon Dirt Drags annual event is held at the Bindoon Extreme Park, Lot 318 Cook Road, Mooliabeenie.

Attendance at the Dirt Drags depending on weather conditions is between 3,000 and 5,000 people. With part proceeds being donated to nominated charities.

3.0 RISK MANAGEMENT PLAN

3.1 Plan Process

The plan has been developed by Bindi Bindi Investments.

The risks are identified and treated in accordance with AS/NZS 4360:2000, using the "qualitative analysis" method.

This plan is to be considered as a living document and will be revised and expanded in keeping with the knowledge and key learning's captured each year at the conclusion of the tenth Annual Dirt Drags.

This Plan documents the process whereby the risks are:

RISK DEFINITION AND CLASSIFICATION The following information is based upon AS/NZS 4360:2004

	Qua	litative measures o f consequence or impact
Level	Description	Example
1	Insignificant	No injuries, low financial loss, insignificant impact on the performance of the network
2	Minor	First aid treatment, on-site release immediately contained, medium financial loss. May experience a general lessening of the level of service in the immediate vicinity of the site but generally operate within acceptable levels of service on the network
3	Moderate	Medical treatment required, on-site release contained with outside assistance, high financial loss. Some loss of service resources
4	Major	Extensive injuries/major financial loss. On site release contained on site with external resources
5	Catastrophic	Death/huge financial loss. Toxic release with detrimental effects

		Qualitative measures of Likelihood
Level	Description	Example
Α	Almost certain	The event is expected to occur in most circumstances
В	Likely	The event will probably occur in most circumstances.
С	Moderate	The event should occur at some time
D	Unlikely	The event could occur at some time
E	Rare	The event may occur only in exceptional circumstances.

	Qualitative r	isk analysi	s matrix – risk	rating	
Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
A - Almost Certain	Н	Н	E	Ε	E
B - Likely	M.	H	E	Е	E
C - Moderate	L	M	Н	Е	E
D - Unlikely	L	М	Н	Е	E
E - Rare	L	L	M	Н	Н

E = Extreme risk; immediate action required
H = High risk; Unacceptable risk, detailed research required, elimination preferred
S = Significant risk; High priority, rigid management systems
M = Moderate risk; Medium priority, management responsibility must be specified.
L = Low risk; manage by routine procedure

CONSEQUENCE RATING RISK RESPONSE / TREATMENT		100 personnel are responsible for Crowd Control and Security over the event period.	Areas that are not designated for the event are fenced and appropriately signed. These areas are also patrolled by Security.	Lighting towers positioned on-site to assist with crowd flow Crowd Control manage the ingress/egress to camping area	Crowd Control and Security Management Plans address the response Organisers have Emergency Response Team and Crisis Management Team to be deployed if required	Generators are on standby for such incident	 Security survey the area prior to the event Visual inspection of bags at point of entry. Remove any unattended bags for inspection by authorities. Emergency Evacuation Plan implemented by organisers 	THE THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY A	 Site is protected by a 6 mtr firebreak Authorised Fire Personel supply vehicles with full fire equipment and communication systems No LPG private gas cylinders or BBQ's are allowed to be used on the site. If found they are removed and stored in the main compound or the Fire Depot compound. The water supply pump located at the bottom dam will have a top loading hose for FESA Fire Tenders to refill from. 60 – 80 Portable Fire Extinguishers on-site
LIKELIHOOD		<u>Y</u>	D	2	O	е О	е О		O 4
DESCRIPTION OF RISK CROWND CONTROL®	30	Insumplement number of personnel to manage provide.	may go to e areas	Patrons may find difficulty in getting back to camping area post event	may become	Power failure occurs in the evening	at	FIRE CONTIROL	

RISK RESPONSE / TREATMENT	Pre-event the area is cleared of all pines by use of Bobcats and rakes. FMP covers specific control mechanisms	Tanks to be emptied pre event Diesel Compound is locked and appropriately signed and patrolled by Security	Regulations re maximum LPG are adhered to Portable fire equipment is located across event sites	TO THE PARTY OF TH	Crowd Control and Secuirty positioned PA announcements	Stage area is covered by 2 x Fire Personnel near the stage area and the electrical stage equipment.	Standard Operating Procedures to be followed and all	approvals secured	 Area checked for combustibles prior to firing 	 Finng point chosen to maximise separation distances. 	 Wind strength, safety distances etc are all in accordance with Aust Standard AS 2187.4 -1998. 	Contractor compliant to the Explosives & Dangerous Goods Art of 1981 and the Regulations of 1983	Fallout zone is per the site map	Stage area is covered by 2 x Fire Personnel near the stage	Security and the electrical stage equipment.	 Security guards are appointed to look after the venue and equipment prior to and after the event 	 All power and lighting is installed by licensed technicians. 	 Generators on stand-by (main and back-up) 	Contractor has structural engineering certificate and public	Medical Station located near to the stade	Council advised of noise prior to event	Contractors equipment is tested and tagged and cabling is in a safe position and covered.	Lighting contractor has electrical engineer's certificate	 Contractor tests equipment well prior to event
RATING																						**************************************	<u>.</u>	:
CONSEQUENCE	4	೯	4		m	က	က								2	1	ო		4			2	က	
LIKELIHOOD	Q	O	O		O	٥	D									1	۵		<u> </u>		٥	O	Q	
DESCRIPTION OF RISK	Fire within Pine area behind spectator area	Fire within the Diesel Compound	Fire within specific event area	ROOK BAND AREA	Unruly crowd	Fire	Pyrotechnic mishap								Asset Damage	200	Power failure		structural collapse		Excessive Noise	Cabling	Electrocution and	
ON	2B	2C	2D	69.	3A	3B	ဒွင								35	1	Щ Щ	Ļ	ري ۲		36	3H	33	

외	DESCRIPTION OF RISK	LIKELIHOOD	CONSEQUENCE	RATING		RISK RESPONSE / TREATMENT
	DRAG RACES AND MOTORCROSS	7.00				
4A	Track Safety	O	၈		• • •	Cyclone fencing surround areas 10 metre gap between fence and track and managed by Security Tracks covered with clay and compound pre-eyent
48	Medical incident	O	e		•	Ambulance located at area and Medical Management control mechanisms deployed
4C	Pyrotechnic mishap	۵	m		•	Standard Operating Procedures to be followed and all approvals secured Area checked for combustibles prior to firing
					• •	Firing point chosen to maximise separation distances. Wind strength, safety distances etc are all in accordance with Aust Standard AS 2187.4 -1998.
					• •	Contractor compliant to the Explosives & Dangerous Goods Act of 1961 and the Regulations of 1963 Fallout zone is per the site map
			The second secon		•	Stage area is covered by 2 x Fire Personnel near the stage area and the electrical stage equipment.
5A	Communications Flow	-	ec.		•	400 Chill an time in the
		I)		• •	too staff on two-ways 4 channels dedicated to event
					• •	Command Centre Communication flow included in EMP and CMP
5B	Communications Failure	O	8		• • •	All systems tested Satelitte Phone operated by Event Organiser Crisis Communications Disprime languages
(9)	ALCOHOL & DRUGS	77 800				
6A	Sale of alcohol on-site	D	2	- T.	•	No alcohol is sold on-site - the event is promoted as an alcohol free event
6B	Inebriated people head for the dam	۵	က		•	Dam area is fenced off with signage stating it's a no go area.
၁	Syringes	Ω	2		•	Medical Centres house safe boxes

임	DESCRIPTION OF RISK	LIKELIHOOD	CONSEQUENCE	RATING	RISK RESPONSE / TREATMENT
1881					The state of the s
7 A	Insufficient toilets	ш	8		60/70 tollets hired from Coates / Prestige Portables Hire.
					 Permanent abolution block on-site
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			 Toilets are well signed
78	Overflow of toilets	Ω	2		 Toilets pumped out on early Sunday by contractors
					 Contractor available to come over-event for additional
					bujdund
					 Organisers keep people away from the effected area and install temporary signage
60	H. (5)				, The state of the
8A	Waste Removal	ш	3		Waste Management Plan implemented
88	Waste Safety	a	2		Patrons given tidy bags on entry to site
					MC and general announcements request patrons collect
(G))	TRAFFIG PLANAGENIENT	7			סיירו ושטוטו מות עפטסטורוו טווס אוסיומפע.
δ	Traffic flows (speed and		3/5	MODEBATE	TARD 44 - 14 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1
	volumes) along the road)	o o	ביים ביים ביים	Invite to outline control mechanism that will be used to provide adequate separation of traffic from site and safe.
	creating hazardous				provide and department of united in one and sale protection of workers
	work sites and unsafe				 Introduce speed restriction zones where appropriate to
98	A vehicle may misread		C	MODEDATE	reduce nsk
}	the correct alignment)	•		 Applopriately designed and implemented traffic control plans
	and collide with work				
	personnel within the site				
36	A vehicle may misread	۵	3	MODERATE	Appropriately qualified and experienced personnel have
	the correct alignment				designed Traffic Management Plans.
	and collide with work				
	personnel within the site				
	due to an incorrectly				
	designed traffic control				
	,000				

NCE RATING RISK RESPONSE / TREATMENT	MODERATE • Traffic Control is to be installed and maintained by appropriately qualified and experienced personnel	MODERATE • Appropriately qualified and experienced personnel have designed traffic Management Plans so as to minimise delays and congestion	Site Map highlights 6 Emergency Access areas	Road closures are booked through Police and Chittering Shire Council six weeks prior to the event.	THE LABOR TO THE L	Full medical team on-site Three fully services Ambulances on site Medical procedures implemented	Full medical team on-site Three fully services Ambulances on site Utilisation of St John Ambulance Helicopter Medical Management procedures implemented		 Management • Ensure food vendors provide clean and healthy facilities. • Food vendors to obtain licence from Council health inspectors prior to the event. • Any persons affected by food contamination to be referred to 1st Aid Posts or Ambulance posts. 		
CONSEQUENCE	ဇ	4	2	ဧ		2	က		4		
LIKELIHOOD	O	۵	Q	ш		ن ک	Ω		۵		6
DESCRIPTION OF RISK	A vehicle may misread the correct alignment and collide with work personnel within the site due to an incorrectly implemented traffic control layout	Unacceptable delays and congestion may result from the works	Emergency Vehicles to access site	Road Closures	VEDICAL	Incident requiring immediate on-site attention	Incident requiring external attention	FOR DIMENSION FROM	Food Contamination		Inclomont woodbor
ON	Ω8	Q6	3E	д б	9	10A	108		11A	2	407

FIRE SAFETY



BAYSWATER FIRE PROTECTION

ABN: 28 009 380 938)
Fire Safety Contractors

PO Box 162, Bayswater WA 6933
Phone: 9473 0000 Fax: 9473 0055 Mobile: 0427 903 019
Email: bayfire@tnet.com.au

FIRE SAFETY PLAN

21st April 2012

Extreme Park Bindoon Lot 318 Cook Road Mooliabeenie W.A.

located 3.18km along Cook Road West from the junction of Bindoon Moora Road W.A.

- 1. On site, 1 x Satellite phone 0147 166 619. Controlled by the Director Mr Benjamin David Ortin. This phone will be used to call 000 by Mr Ortin in the event of an emergency.
- 2. This site has 6 x Emergency Exit gates. (Please see Site Plans for these gates and Muster Points).
- 3. Bayswater Fire Protection will be supplying 1 x High Pressure 800 litre Fire Tender, 4x4WD Nissan Patrol, and 2 x other support vehicles. These vehicles will be manned by 6 personnel. All 3 x vehicles will have 2 way radios and be in touch with the Site Director and staff of Extreme Park, Mooliabeenie.

Our duties will be to cover all the site including the upper car parking area which has been cleared for the parking of patron's vehicles.

FIRE CONTROL.

<u>No LPG</u> private gas cylinders or BBQ's will be allowed to be used on the site. Any LPG Gas Cylinders found will be removed and stored in the main compound or the Fire Depot compound. The cylinders will be secured and a flammable (2) sign posted with the portable Fire Equipment to cover them.

The Diesel Fuel Tank is in a locked compound. This area will be sign posted and the portable fire equipment to cover this tank.

The maximum LPG stored by the Hospitality area will be 8 x 45 litres. This area will be sign posted as NO SMOKING.

The water supply pump located at the bottom dam will have a top loading hose for FESA Fire Tenders to refill from.

There will be approximately 60 - 80 Portable Fire Extinguishers on this site. Dry Powder, Co2, Foam, Wet Chemical and Fire Blankets.

VEHICLES

Nissan 4x4 Fire Tender unit. This unit has a 800 litre water tank capacity with a high pressure pump.

Equipment on this unit

- A 1 x 30Mx25mm Fire Hose reel with a 600 jet/fan nozzle.
- B 1 x 40mm water monitor with a jet/fan nozzle.
- C 2 x 15Mx25mm lay flat soaker hoses that can be added to the Hose Reel Hose or run off its own point of the pump.
- D 2 x 15Mx38mm lay flat hoses that run off its own point with jet/fan branch nozzle
- E 4 x 9.0kg ABE Dry Chemical Fire Extinguishers high pressure with a fire rating of 6A:80B(E)
- F 1 x Fire Rake, shovel, axe, bolt cutters and crow bar.
- G 2 x 1800x1800 Fire Blankets
- H 3 x 20litre drums of 6% AFFF foam.
- 1 x Foam making branch nozzle which can make 8,000 litre of foam from the 800 litre tank
- J 1 x 10Mx40mm suction hose.
- K 1 x light weight 25mm jet/fan nozzle.
- L The vehicle is equipped with emergency flashing lights, siren, and 120 decibel air horn.
- M This vehicle will be manned by 2 x operators.

OTHER VEHICLES.

2 x 4x4WD Fire support vehicles equipped with siren, flashing lights and air horn. These 2 vehicles will also respond to fire calls on site.

Equipment on these vehicles will be-1 x 20 litre drum of foam 6% (spare), portable Fire Extinguishers which are Foam and Dry Powder type units, 1 x shovel and tow rope. These vehicles will be manned by 1 or 2 operators. This will vary from time to time.

These 3 x Fire vehicles will be the only vehicles to travel around the site unless an emergency arises and the local Fire Brigade will be called on 000 by the Site Director.

In the event of a Fire Emergency, no private vehicle will be permitted to move around the site, only emergency vehicles and site vehicles. All persons will be directed to the emergency exits or muster points which are shown on the site map.

PORTABLE FIRE EQUIPMENT LOCATION.

- 1. Main stage and equipment on top and below and equipment building.
- 2. Main compound and buildings.
- 3. Main compound and staff and member's accommodation area.
- 4. St John's compound.
- 5. Hospitality and Memorabilia area.
- 6. Fire Depot and accommodation.
- 7. Diesel Tank.
- 8. Dirt Drags starting point and Pit area.
- 9. At night around the bike and sky show.
- 10. Site Director vehicle, water trucks, other site vehicles.
- 11. Helipad.
- 12. Stage Control Tower.

FIRE PERSONNEL RECORD

- 2 x Trained FESA Personnel
- 2 x Trained Fire Safety and Equipment Personnel
- 2 x trained Fire Support Personnel

FIRE DEPOT

There will be a Fire Depot on site with accommodation for personnel, spare fire equipment, small workshop and filling equipment. The location of this depot will be by No 2 Service Gate Cook Road entrance. (see Site Plan)

WATER VEHICLES.

The Water Tankers have fire pumps on board with portable fire equipment. These vehicles will also be our back up support in the event of an emergency to supply our fire tender with spare water so we can pump approximately 13,000 litres of water and foam.

Water carrying vehicles 6x6 Water Truck 4,500 litres, a tandem trailer 4,000 litres and a Dodge Truck with 4,500 litres.

DIRT DRAG EVENT.

The Dirt Drags will have a Fire Vehicle there at all times for the duration of the event. The starting point and pits area will have 1 \times 120 litre AFFF Foam Fire Extinguisher on wheels and 1 \times 45kg ABE Dry Chemical Fire Extinguisher on wheels. When

If you should have any queries, then please do not hesitate to call me on the phone numbers provided above.

Yours faithfully,

Peter Geddis

BINDOON EXTREME PARK

EVACUATION PLAN

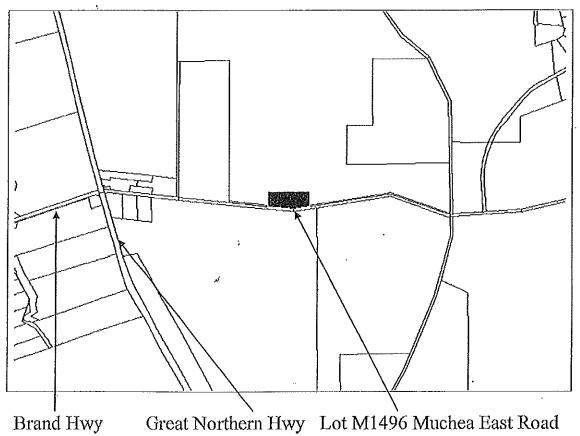
In the event of an emergency evacuation the following procedures will be followed:

- 1. 000 will be notified via satellite phone and advised of the details of the emergency so the appropriate service will attend the site (by CMT Leader).
- 2. CMT Leader will call all CMT members to the lunch room for a de-brief of the emergency where positions and tasks will be allocated. Remaining security and staff will assemble at the muster point to assist and gather the public in an orderly fashion. All personnel will be pre-briefed prior to the event and supplied site maps.
- 3. Security will alert the Commentator who in-turn will advise the public to move to the muster point marked on the site plan.
- 4. The situation will then be re-evaluated to determine the necessary course of action regarding moving the public and their vehicles off the property if required.
- 5. Six emergency exits are positioned on all sides of the premises (as marked on the site plan) to allow for the departure of the public in the safest manner possible.
- 6. Site Security and Staff must stay in contact with each other at all times.
- 7. See CMT members names and contacts attached.

Item 9.1.2

Attachment 1

Locality Plan Lot M1496 Muchea East Road Muchea



EVENT TRAFFIC MANAGEMENT PLAN

Peter Clark CLASSIC CYCLE RACE

CHITTERING ROAD & CHITTERING VALLEY ROAD

LOWER CHITTERING

Declaration

I Gemma Nicholas AWTM K35 993) declare that I have designed this Traffic Management Plan (TMP) following a site inspection which was carried out on the 22/09/11. The Traffic Control Diagrams (TCDs) provides for the "protection" of all workers on site. The Traffic Management Plan prepared, subject to the variations approved, meets the requirements of the Main Roads Code of Practice and AS 1742.3

Signature: GCN ICHOLAS

	Name/Company	Accreditation Details	Date	Sign				
TMP designed by	Gemma Nicholas Highways Traffic	AWTM K 35 993	22/09/11	GCN				
Checked by	Onsite BWTM							
RTM reviewed by	N/A							
Road Authority Approval	I, authorised under the TNC contract to approve Traffic Management Plan (TMP) for implementation subject to compliance with the details in the Traffic management Plan (TMP) and Traffic Control Drawings (TCD)							
	(Signed)	Date:						
	(Authorised Offic	er)						

TMP No. 66 -Date. 22/09/11

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Attachment 1

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AS	Australian Standard
AS/NZS	Australian and New Zealand Standard
AWTM	Advanced Worksite Traffic Management / Manager
CoP	Traffic Management for Works on Roads Code of Practice (MRWA)
MRWA	Main Roads Western Australia
OS&H	Occupational Safety and Health
RTM	Road works Traffic Manager (accredited by MRWA)
SRSA	Senior Road Safety Auditor
TCD	Traffic Control Diagram
TMP	Traffic Management Plan

1.0 PROJECT INFORMATION

1.1 Purpose and Scope

Northern Districts Classic Cycling Race will be conducted on Chittering Road and Chittering Valley Roads in Lower Chittering. Race will commence in an anti-clockwise direction. Traffic Management will man the three major intersections within the circuit and Event Marshalls will be positioned throughout the course.

12 Project Location



13 Site Constraints/Impacts

The Cycling Event will be undertaken in the early hours of a Sunday morning where minimal impact should occur as a result of this. No roads will be closed and advance warning signs will be in place as well as a speed reduction to 60kph for the duration of the race.

1.4 Traffic Management Objectives and Strategies

The objectives of the TMP are to:

- Provide for a safe environment for all road users;
- Provide protection to workers, visitors, agents of the Principal and the general public from traffic hazards that may arise as a result of the event;
- Minimise the disruption, congestion and delays to all road users;
- To ensure network performance is maintained at an acceptable level throughout the term of the event;
- Ensure access to adjacent commercial premises is maintained at all times.

To achieve the above objectives, the Traffic Management Plan will:

- Ensure whenever possible, that a sufficient number of traffic lanes to accommodate vehicle traffic volumes are provided.
- Ensure that delays and traffic congestion are kept to a minimum and within acceptable levels
- Ensure that appropriate/sufficient warning and information signs are installed and that adequate guidance is provided to delineate the travel paths through the area.
- Ensure that the area is free of hazards and that all road users are adequately protected.
- Ensure that all needs of road users, motorists, pedestrians, cyclists, public transport passengers and people with disabilities are accommodated at and through the area.
- Provide for event activities to be undertaken sequentially to reduce adverse impacts
- Provide for safety procedures to enable the event personnel to enter and leave the event area in a safe manner.

15 Responsibilities

The Event Organisers will take the utmost care to prevent the risk of injury and/or property damage to employees, subcontractors, other contractors, road users and members of the public.

The event will not commence or continue at any section of the event until all appropriate signs, devices and barricades are in place and in accordance with the requirements of the Traffic Management Plan. All necessary signs and traffic control devices will be installed at the event site to direct and regulate traffic movements around the event site and ensure that adverse impacts associated with the event are kept to a minimum.

To assist in meeting these objectives the TMP provides information on:

- The Scope of the Event
- Site Conditions
- Permissible working times
- Procedures and Responsibilities
- The Traffic Management Scheme
- The Traffic Control Diagram (TCD)

2.0 EVENT ON ROAD

Peter Clark Classic Cycling Race will be conducted on Chittering Road and Chittering Valley Roads in Lower Chittering. Race will commence in an anti-clockwise direction. Traffic Management will man the three major intersections within the circuit and Event Marshalls will be positioned throughout the course.
Refer to Drawings 1, 2, 3

2.1 Project Scope

Prime Contractor	NDCC
Road Authority	Shire of Chittering
Client	Northern Districts Cycling

Details of Events -

Peter Clark Classic Cycling Race will be conducted on Chittering Road and Chittering Valley Roads in Lower Chittering. Race will commence in an anti-clockwise direction. Traffic Management will man the three major intersections within the circuit and Event Marshalls will be positioned throughout the course.

Project Date	Saturday 29 th April 2012
Hours / Days of Event	7am till 11:30am
Duration of Event	4 and a half hours

2.2 Existing Traffic and Speed Environment

The existing speed is 80kph and is of low volume.

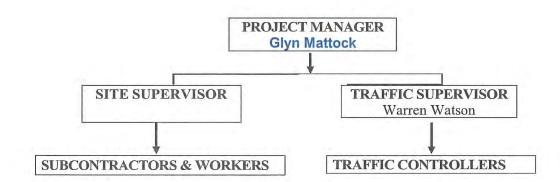
2.3 Roles and Responsibilities

The Project Manager has the ultimate responsibility and authority to ensure the TMP is implemented for the prevention of property damage and injury to employees, contractors, sub-contractors, road users and all members of the public. He/she will ensure all site personnel are fully aware of their responsibilities, and traffic-controllers are appropriately trained and accredited. He will ensure that sufficient controllers are available to ensure appropriate breaks are taken.

All personnel engaged in the field activities will follow the correct work practices as required by AS 1742.3. The Project Manager may direct erection, relocation or removal of signs or devices, which, in his opinion are not in accordance with the TMP and do not provide for sufficient safety for road users.

The following outlines the management hierarchy that will apply to the project.

2.4 Traffic Management Responsibility Hierarchy.



2.5 Project Representatives.

	SHIRE OF CHITTERING
Road Authority	
	Glyn Mattock WHELANS
Event Organiser	T: 08 9208 0107 (work number) M: 0411 721 505 (best to contact on this number) Email: glyn.mattock@whelans.com.au

2.6 Traffic Management Administration

TMP Design	Highways Traffic
Contact Details	Gemma Nicholas PO Box 392 APPLECROSS WA 6953 Tel: (08) 0424 151 547 Fax: (08) 9377 6266 M: 0419194721 Email gemma@highwaystraffic.com.au
Site Contact	Warren Watson – Mobile No. 0424 151 548

3.0 STATUTORY REQUIREMENTS.

3.1 Occupational Safety and Health

Principals, employers and persons in control of workplaces have a statutory duty of care to provide a safe workplace for all personnel working at the event, accessing the event or impacted by the event including employees, contractors, subcontractors, visitors to the event site and the general public.

This TMP forms part of the overall project Safety Management Plan, and provides details on how all road users considered likely to travel through, past, or around the event site and those impacted by the event will be safely and efficiently managed for the full duration of the event.

All traffic management works and control devices shall be in accordance with

- OS&H Act (1984)
- OS&H Regulations (1996)
- Australian Standard AS 1742.3; Traffic Control Devices for Works on Roads (*)
- MRWA Traffic Management for Works on Roads Code of Practice (CoP)
- Road Traffic Code 2000
- Australian Standard AS/NZS 4360; Risk management
- Australian Standard AS/NZS 4602; High visibility safety garments
- * except where expressly overridden by the MR WA Traffic Management for Works on Roads Code of

9

Practice (CoP).

3.2 Responsibilities

3.2.1 Project Manager

The project manager shall:

- Ensure all traffic control measures of this TMP are placed and maintained in accordance with this plan and the relevant Acts, Codes, Standards and Guidelines.
- Ensure suitable communication and consultation with the affected stakeholders is maintained at all times.
- Ensure inspections of the Traffic Controls are undertaken in accordance with the TMP, and results recorded. Any variations shall be detailed together with reasons.
- Review feedback from field inspections, event site personnel and members of the public, and take action
 to amend the traffic control measures as appropriate following approval from the Superintendent's
 Representative.
- Arrange and/or undertake any necessary audits and incident investigations.

3.2.2 Supervisor

The supervisor is responsible for overseeing the day-to-day activities, and is therefore responsible for the practical application of the TMP, and shall:

- Instruct workers on the relevant safety standards; including the correct wearing of high visibility safety vests, safety boots and other equipment as required (See 3.2.4).
- Ensure traffic control measures are implemented and maintained in accordance with the TMP.
- Undertake and submit the required inspection and evaluation reports to management.
- Render assistance to road users and stakeholders when incidents arising out of the event affect the network performance or the safety of road users and workers.
- Take appropriate action to correct unsafe conditions, including any necessary modifications to the TMP.

3.2.3 Traffic Management Personnel

- At least one person on site shall be accredited in Basic Worksite Traffic Management, and shall have the responsibility of ensuring the traffic management devices are set out in accordance with the TMP.
- At least one person accredited in Worksite Traffic Management shall be available to attend the site at short notice at all times to manage variations, contingencies and emergencies, and to take overall responsibility for traffic management.

3.2.4 Traffic Controllers

Traffic Controllers shall be used to control road users to avoid conflict with plant, workers, traffic and pedestrians, and to stop and direct traffic in emergency situations. Traffic Controllers shall:

- Operate in accordance with Section 4.6 and Appendix B of AS 1742.3
- Hold a current Traffic Controller's accreditation in Western Australia.
- Take appropriate breaks as required by AS 1742.3 and/or OS&H Regulations.

3.2.5 Workers and Subcontractors

Workers and Subcontractors shall

- Correctly wear high visibility vests, in addition to other protective equipment required (e.g. footwear, eye protection, helmet, sun protection etc), at all times whilst on the event site
- Comply with the requirements of the TMP and ensure no activity is undertaken that will endanger the safety of other workers or the general public.
- Enter and leave the site by approved routes and in accordance with safe work practices.

3.3 Personal Protective Equipment

All personnel entering the event site shall correctly wear high visibility vests to AS/NZS 4602, in addition to other protective equipment required on a site-by-site basis (e.g. protective footwear, eye protection, helmet, sun protection, respiratory devices etc) at all times whilst on the event site.

3.4 Plant and Equipment

All plant and equipment at the workplace shall meet statutory requirements and have the required registration, licences or certification where required. All mobile equipment shall be fitted with suitable reversing alarms. All mobile plant and vehicles shall be fitted with a pair of rotating flashing yellow lamps in accordance with AS 1742.3 clause 3.12.1. All workers will be made aware of the safe work practice at the time of the site induction.

3.5 Incident/Accident Procedures

In the event of an incident or accident, whether or not involving traffic or road users, all work shall cease and traffic shall be stopped as necessary to avoid further deterioration of the situation. First Aid shall be administered as necessary, and medical assistance shall be called for if required. For life threatening injuries an ambulance shall be called on telephone number 000. The Police shall also be called on 000 for traffic accidents where life threatening injuries are apparent. Any traffic crash resulting in non-life threatening injury shall immediately be reported to the WA Police Service on 131444.

Broken down vehicles and vehicles involved in minor non-injury crashes shall be temporarily moved to the verge as soon as possible after details of the crash locations have been gathered and noted. Where necessary to maintain traffic flow, vehicles shall be temporarily moved into the closed section of the event area behind the cones, providing there is no risk to vehicles and their occupants or workers. Suitable recovery systems shall be used to facilitate prompt removal of broken down or crashed vehicles. Assistance shall be rendered to ensure the impact of the incident on the network is minimised.

Details of all incidents and accidents shall be reported to the site supervisor and project manager using the incident report form at Appendix "D" (or similar).

3.6 Trip Hazards

The event site and its immediate surroundings shall be suitably protected and free of hazards, which could result in tripping by non-motorised road users. Hazards, which cannot be removed, shall be suitably protected to prevent injury to road users, including those with sight impairment. Where level differences are significant, suitable barriers, which preclude pedestrian access shall be used. The event site shall be kept tidy to reduce the risk to workers or pedestrians using the site.

4.0 PLANNING

41 Risk Identification and Assessment

Risk analysis of the proposed event has identified a number of risk events/items that will be managed by effective traffic management planning and the implementation of this TMP. A risk analysis table is attached at Appendix "B". The assessment process has been undertaken in accordance with Australian Standard AS/NZS 4360-2004, Risk Management.

All identified risks have been treated by development of this TMP. Unforseen risks arising during the event will be treated in accordance with standard work practices and procedures where appropriate.

RISK	Pre-Treatment Risk Rating			RISK RESPONSE		Residual Risk Rating		
	L	С	RATING		L	С	RATI	
Incorrect designed, installation & Maintenance of Traffic Management may result in inadequate protection of the event site with a potential of crashes / injuries	D	3	High	Qualified and experienced personnel have been employed in the preparation of the TMP and associated TCD's and experienced personnel will be used to implement and maintain the traffic control onsite.	Е	3	Mod	
Workers hit by vehicles during setting up and dismantling of traffic management.	С	3	High	Whilst setting up and removing traffic control devices a "Shadow" vehicle shall be used to "shield" workmen from approaching traffic.	D	3	Med	
Inclement weather may result in a decreased readability of the traffic management and may increase the potential for crashes	В	3	High	The TMP requires the contractor to traffic management and make adjustments as deemed necessary to ensure effectiveness. Experienced personnel specializing in the erection and maintenance to Traffic Management will ONLY be used	Е	3	Mod	
Insufficient delineation of event site or temporary caniageways may result in crashes and injury	С	3	High	Qualified and experienced personnel have been employed in the preparation of the TMP and associated TCD's and experienced personnel will be used to implement and maintain the traffic control onsite.	Е	3	Mod	
A road user may misread the required alignment vehicles are to take on account of Modifications required to accommodate the event. This could result in through vehicles colliding with work personnel or work vehicles.	С	3	High	Traffic planning requires traffic controls to be installed to direct traffic around the event site and a reduction in the speed zone of the carriageways approaching and passing the event site. The TMP and Traffic Control Diagrams detail the temporary controls and advance warning and directional signage to be used in accordance with the requirements of AS 1742.3.	Е	3	Low	
The interaction of event personnel with through traffic may result in increased potential for conflict and serious injury.	С	3	High	The TMP provides for temporary traffic controls to be installed around the event site which will eliminate conflict. Traffic Control is to be installed and maintained by appropriately qualified and experienced personnel.	D	3	Mod	

Restrictions and delays associated	В	3	High	The TMP details the consultation and	В	3	Mod
with the traffic control may cause				communication mechanisms undertaken with			
unacceptable delays to				Emergency services and how these will be			
Ambulance and emergency				managed. It also requires that all works			
services.				personnel respond to emergency traffic to			
				facilitate safe and unhindered passage.			

Risk Identification and Response Table

4.2 Legal and Other Requirements

The Event Organisers recognise that the traffic management plan has been developed and shall be implemented with due consideration and in accordance with the following legislative, environment and industry standards.

- Occupational Safety and Health Act 1984 and Regulations 1996
- Road Traffic Act
- Road Traffic Code 2000
- Australian Standard AS 1742.3 2002 Traffic control devices for works on roads
- Risk Management Standard AS/NZS 4360:2004
- Australian Standard Mobility and Access Standard for People with Disabilities AS 1428
- Traffic Control Handbooks HB 81 series
- MRWA Traffic Management for Works on Roads Code of Practice
- Utility Providers Code of Practice
- Local Government Act

The Event Organisers shall ensure that the requirements of these documents and other relevant information will be monitored and the Traffic Management Plan adjusted to meet changing requirements where necessary.

43 Traffic Assessment (Vehicular Traffic)

4.3.1 Volume and Composition

The Event will be carried out on a Sunday morning and will have little impact on the volume of traffic during the hours of 0700 and 01130

4.3.2 Existing & Proposed Speed Zones

The current speed limit is 80 Kph and will be intending to reduce the speed limit t 60kph for the duration of the event

4.3.3 Intersection Capacity

Event Traffic Management will patrol the three major intersections and Event Marshalls will monitor other existing intersections within the Event Circuit.

4.3.4 Existing Parking Facilities

N/A

4.3.5 Heavy and Oversized Vehicles and Loads

This is expected but not restricted to these vehicles as traffic volume data shows heavy and oversized vehicles

are considered a low occurrence

4.3.6 Public Transport

N/A

4.3.7 Special Events and Other Works

Contact with the local authorities and service providers have indicated that no other such event has been planned in the vicinity of the area. So no such impacts are expected.

4.4 Non-motorised Road Users

4.4.1 Cyclists and Pedestrians

N/A

4.4.2 People with Disabilities and Other Vulnerable Road Users

N/A

4.4.3 School Crossings

None are located within the vicinity of the event.

4.5 Site Assessment

4.5.1 Access to Adjoining Properties

N/A

4.5.2 Environmental Conditions

Weather: N/A

Road Geometry / Terrain:

(Horizontal and Vertical approach geometry, Safe stopping distances, Visibility, Vegetation)

The roads on approach to the Event will be highly visible with Event Ahead Signs, Traffic Management and Event Marshalls. Speeds will be reduced to 60kph.

Existing Signage:

(Obstruction, Visibility of temporary signage)

When temporary speed limits are in place all existing speed signs shall be covered for the duration of the event. Due care will be met in regards to visibility of temporary signage, signs will be positioned where high visibility is met by vehicles entering the area.

All signs shall be in accordance with AS 1742 (and manufactured in accordance with AS 1743), shall be at least size 'B' and shall be class 1 retro-reflective. The symbolic worker sign shall also be fluorescent. Prior to the installation all signs shall be checked for damage and cleanliness and repaired, replaced or cleaned as necessary.

Signs and devices shall be positioned and erected in accordance with the spacing shown on the drawings. All signs shall be positioned and erected such that:-

- They are properly displayed and securely mounted;
- They cannot be obscured from view;
- They do not obscure other devices from the drivers line of sight;
- They do not become a possible hazard to workers or vehicles; and
- They do not deflect traffic into an undesirable path.

Other:

(Structures, Dust, Noise, Fumes)

An onsite assessment is to be conducted by an accredited person prior to the commencement of the event. In locations where structures cause an obstruction to sight distance, a site specific TCD and Risk Assessment will need to be designed prior to the event being undertaken.

4.5.3 Impact on Adjoining Road Network

An onsite assessment is to be conducted by an accredited person prior to the commencement of the event. In areas where there is expected to be an adverse affect on the adjoining road network, a site specific TCD and Risk Assessment will need to be designed prior to the commencement of the event.

4.6 Event Programming

4.6.1 Event Sequence

Event Stage	TCD Numbers
Stage 1: Set-up traffic management	1, 2, 3
Stage 2: Wait for cyclists to complete section of event/deemed safe	
Stage 3: Dismantle Traffic management	

4.6.2 Night Work Provisions

N/A

4.7 Emergency Planning

• Emergency Services

Emergency services shall be notified via FESA (phone 9323 9300) of the proposed event, location, date and times as well as contact details for the site supervisor.

• Dangerous Goods

Refer FESA Contact details above.

• Failure of Services

- » Failure of Traffic Signals Downer Edi Engineering: 9334 4035
- » Failure of Street lighting Western power: 1800 622 008
- » Failure of Power Western Power: 1800 622 008

48 Consultation and Communication

4.8.1 Approvals

(Refer front cover for register of approvals by road and service authorities).

- Road Authority Approvals for the implementation of this TMP shall be in accordance with Main Roads W.A
- Service Providers No services are to be affected and as such no approvals necessary.
- Environmental Protection Agency

Not Applicable

 Department of Conservation and Land Management Not Applicable

4.8.2 Public Notification

A comprehensive public notification campaign will be in effect prior to start of event.

4.8.3 Notification of Other Agencies

In accordance with the CoP all relevant agencies shall be notified using the 'Notification of Roadworks' form attached at Appendix "E". A distribution list is provided on the bottom of the form. Other agencies shall be notified as required.

5.0 IMPLEMENTATION

5.1 Hazard Identification, Risk Assessment and Control

In establishing adequate controls for the hazards identified in Section 4.1 have used a structured approach via the use of the hierarchy of control as outlined below.

- Elimination
- Substitution
- Engineering
- Administration
- Personal Protection Equipment

The Event Organisers traffic management practices require that the Supervisor evaluate all traffic arrangements before they are open to traffic and immediately following the opening to traffic. Adjustments are to be made as required and recorded in the daily diary, including reasons for the changes. The Supervisor is also required to evaluate the traffic arrangements where site conditions change, new hazards that arise throughout the event will be subject to risk assessment and incorporated onto the Risk Register.

5.2 Traffic Control Diagrams

The Traffic Control Diagrams outlined in Appendix "G"

TCD Numbers	TCD 1, 2, 3

53 Traffic Control Devices

Traffic control devices shall be erected in accordance with the TCD's (refer Appendix "F")

Before the event commences, signs and devices at the approaches to the event area shall be erected in accordance with the installation plan in the following sequence:-

- (a) Advance warning signs. (Erect approach and departure signs on approaches to the event site)
- (b) All intermediate advance and positional signs and devices required in advance of the taper or start of the event area.
- (c) All other required warning and regulatory signs.

A vehicle displaying a vehicle mounted warning device shall be used in advance of the signs and traffic control devices to protect workers setting out the signs or traffic cones associated with the taper. (Note:-Vehicle mounted warning devices are approved under the Vehicle Standards Regulations. These devices shall not be used outside the limits of the road works).

The signs and traffic control devices are to be removed in the reverse order of installation. A vehicle displaying a vehicle mounted warning device shall be used in advance of the signs and traffic control devices to protect workers removing the signs or traffic control devices.

A detailed listing depicting the type and quantity of devices required to implement this TMP is included in the TCD. Should the use of additional (not shown on the TCD or listing of devices) or reduced number of devices be required due to unforseen needs, they shall be recorded within the Daily Diary as a variation to the TMP, following prior approval.

The event will not commence or continue until all signs, devices and barricades are in place and operational in accordance with the requirements of the TMP. Devices no longer required shall be promptly and completely removed from road user's lines of sight.

5.3.1 Signs

All signs shall be in accordance with AS 1742 (and manufactured in accordance with AS 1743), shall be at least size 'B' and shall be Class 1 retro-reflective. The Symbolic Worker sign shall also be fluorescent. Prior to the installation all signs shall be checked for damage and cleanliness and repaired, replaced or cleaned as necessary.

- they are properly displayed and securely mounted;
- they are within the driver's line of sight;
- they cannot be obscured from view;
- they do not obscure other devices from the driver's line of sight;
- they do not become a possible hazard to workers or vehicles; and
- they do not deflect traffic into an undesirable path.

All existing speed limit signs on the carriageway within the event area shall be covered whilst temporary speed limit signs are in place. There are no other traffic or advertising signs in the vicinity which could cause distractions or confusion, or which restricts sight lines.

5.3.2 Pavement Marking - N/A

5.3.3 Variable Message Signs - N/A

5.3.4 Delineation

Traffic Cones will be installed in accordance with the drawings as temporary lane separators between through traffic lanes as shown in the TCDs in Appendix "F". Traffic Cones shall be fitted with suitable white retroreflective tape placed in accordance with AS 1742.3. Traffic Cones shall be at least 700mm high, fluorescent red and fitted with Class 1 retro-reflective tape. Alternatively fluorescent red cones with Class 1 retro-reflective tape may be used.

5.3.5 Temporary Speed Zones

The operating speed (85th percentile) will be monitored and arrangements will be made with traffic police to enforce the temporary speed limit if drivers consistently exceed the temporary limit. All existing speed limit signs on the carriageway within the event site shall be covered for the duration of the event whilst temporary speed limit signs are in place.

5.4 Emergency Arrangements

Emergency services will have continual access to all properties and the area; hence no specific facilities are required. A Traffic Controller shall assist emergency vehicles requiring entering and/or travelling through the area. Emergency services shall be notified) of the proposed event, location, date and times as well as contact details for the site supervisor.

Vehicle breakdown and/or crashes can cause considerable delay and congestion. Police communications will be requested to render assistance where required.

5.5 Site Access

Access to the event site shall be limited to authorised personnel only.

5.6 Communicating TMP Requirements

The requirements of the TMP will be communicated to all personnel on site.

6.0 MONITORING AND MEASUREMENT

6.1 Site Inspections & Record Keeping

The Project Manager will ensure that the Traffic Management Plan is implemented and evaluated for effectiveness. The Supervisor shall inspect and monitor traffic movements around the site in conjunction with the personnel who have erected the control measures. The outcomes of the inspection will be diarised for the information of the Project Manager.

Inspections shall be undertaken as required and at a minimum on the following occasions;

- Before the start of the event;
- Closing down at the end of the event

A daily record of the inspections should be kept indicating:

- When traffic controls where erected;
- When changes to controls occurred and why the changes were undertaken;
- Any significant incidents or observations associated with the traffic controls and their impacts on road users or adjacent properties.

As the Traffic Management Plan is site specific to this event, it is imperative that adequate details of the work are recorded. The "Daily Inspection Sheet" shall record the date of the activity, the TCD number used and the location of the event.

Where significant changes to the event or traffic environment or adverse impacts are observed, the controls should be reviewed as a matter of urgency. Daily Inspection Sheets shall be completed by the person undertaking the inspections and reviewed by the Supervisor. All variations to the TMP/TCD, incidents and accidents shall be recorded. Copies of the completed report shall be forwarded to the Project Manager and the Superintendent's Representative. A suggested Daily Inspection Report Form is at Appendix "C". One sheet per inspection should be used, with the relevant section to be filled in.

6.2 TMP Auditing - N/A

6.3 Public Feedback

The Event Organisers will implement a procedure that ensures comments and complaints received from the public are registered. The Supervisor shall be responsible for the monitoring of the Register on a daily basis.

64 References

- Australian Standard AS 1742.3; Traffic Control Devices for Works on Roads
- Australian New Zealand Standard AS/NZS 4360; Risk management
- Australian Standard AS/NZS 4602; High visibility safety garments
- MRWA Traffic Management for Works on Roads Code of Practice (CoP)
- OS&H Act (1984)
- OS&H Regulations (1996)
- Road Traffic Code 2000

7.0 MANAGEMENT REVIEW

7.1 TMP Review and Improvement

A review of the effectiveness of the TMP will be undertaken by the Project Manager as part of the close-out procedure.

7.2 Variations to Standards and Plans

Any variation from AS1742.3-2002 shall be documented as to the nature and the reasons the change was made.

APPENDIX A

TRAFFIC VOLUME COUNTS

APPENDIX B

TRAFFIC RISK CLASSIFICATIONS AND RISK ANALYSIS TABLES

8.0 TRAFFIC RISK CLASSIFICATION

- 1. In order to clearly understand the risks associated with this Contract and then outline the manner in which identified risks will be managed, the Contractor shall undertake an assessment of all significant foreseeable risks associated with the Contract and determined the treatment measures that, so far as practicable, minimise the risk.
- 2. The identification and assessment process must be undertaken in AS/NZS 4360 accordance with AS/NZS 4360 and the likelihood and consequences rated before the application of risk treatments (Primary Risk) and after (residual risk) the determined controls utilizing Table 202B.1, Table 202B.2 and Table 202B.3 of this Annexure 202B.
- 3. The Contractor shall, so far as practicable, control or reduce identified risks in accordance with the hierarchy of control as defined by AS/NZS4801.

 Treatment measures shall be authorised and managed by the Contractor in accordance with Table 202B.4 Management Approach for Residual Risk Rating.
- 4. The Superintendent may direct the Contractor as to the Primary Risk Rating and the Residual Risk Rating to apply to any risk. The Contractor shall reassess, authorise and manage its risk control measures in accordance with the level of risk directed by the Superintendent.
- 5. A Residual Risk Rating of Extreme is not permissible under the Contract.
- 6. The Contractors shall use the OSH risk classification in accordance with *Road Users* Specification 203 OCCUPATIONAL SAFETY AND HEALTH when addressing safety hazards of the general public and road users moving through the Site.

RISK TABLES (SPECIFICATION 202) TABLE 202B.1 – QUALITATIVE MEASURES OF CONSEQUENCE OR IMPACT

Level	Descriptor	Description
1	Insignificant	 Mid block hourly traffic flow per lane is equal to or less than the allowable lane capacity detailed in AS 1742.3. No impact to the performance of the network. Affected intersection leg operates at a Level of Service (LoS) of A or B No property damage
2	Minor	 Mid block hourly traffic flow per lane is greater than the allowable road capacity and less than 110% of the allowable road capacity as detailed in AS 1742.3. Minor impact to the performance of the network. Intersection performance operates at a Level of Service (LoS) of C Minor property damage
3	Moderate	 Midblock hourly traffic flow per lane is equal to and greater than 110% and less than 135% of allowable road capacity as detailed in AS 1742.3. Moderate impact to the performance of the network. Intersection performance operates at a Level of Service (LoS) of D Moderate property damage
4	Major	 Midblock hourly traffic flow per lane is equal to and greater than 135% and less than 170% of allowable road capacity as detailed in AS 1742.3. Major impact to the performance of the network. Intersection performance operates at a Level of Service (LoS) of E Major property damage
5	Catastrophic	 Midblock hourly traffic flow per lane is equal to and greater than 170% of allowable road capacity as detailed in AS 1742.3. Unacceptable impact to the performance of the network. Intersection performance operates at a Level of Service (LoS) of F Total property damage.

TABLE 202B.2 – OUALITATIVE MEASURES OF LIKELIHOOD

Level	Descriptor	Description
Α	Almost Certain	The event or hazard: • is expected to occur in most circumstances, • will probably occur with a frequency in excess of 10 times per year.
В	Likely	The event or hazard: • will probably occur in most circumstances, • will probably occur with a frequency of between 1 and 10 times per year.
С	Possible	The event or hazard: • might occur at some time, • will probably occur with a frequency of 0.1 to 1 times per year (i.e. once in 1 to 10 years).
D	Unlikely	The event or hazard:
Е	Rare	The event or hazard: • may occur only in exceptional circumstances, • will probably occur with a frequency of less than 0.01 times per year (i.e. less than once in 100 years).

IMPORTANT NOTE: The likelihood of an event or hazard occurring shall first be assessed over the duration of the activity (i.e. "period of exposure"). For risk assessment purposes the assessed likelihood shall then be proportioned for a "period of exposure" of one year

Example: An activity has a duration of 6 weeks (i.e. "period of exposure" = 6 weeks). The event or hazard being considered is assessed as likely to occur once every 20 times the activity occurs (i.e. likelihood or frequency = 1 event/20 times activity occurs = 0.05 times per activity). Assessed annual likelihood or frequency = 0.05 times per activity x 52 weeks/6 weeks = 0.4 times per year. Assessed likelihood = C (i.e. Possible)

TABLE 202B.3 - QUALITATIVE RISK ANALYSIS MATRIX - RISK RATING

	Consequences				
Likelihood	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (almost certain.)	M	H	H	Е	Е
B (Likely)	L	M	Н	E	Е
C (Moderate)	L	M	Н	Е	Е
D (Unlikely)	L	L	M	Н	Е
E (Rare)	L	L	M	Н	Н

TABLE 202B.4 – MANAGEMENT APPROACH FOR RESIDUAL RISK RATING

Residual Risk Rating		Required Treatment
Е	Extreme risk	Unacceptable risk. HOLD POINT. Work cannot proceed until risk has been
Н	High risk	High priority, OSH MR and Road Traffic Manager (RTM) must review the risk assessment and approve the treatment and endorse the TMP prior to its implementation.
M	Moderate risk	Medium Risk, standard traffic control and work practices subject to review by accredited AWTM personnel prior to implementation.
L	Low risk	Managed in accordance with the approved management procedures and traffic control practices.

APPENDIX C

DAILY DIARY

AND

DAILY INSPECTION REPORT FORM

Tick Appropriate Box Impection Performed During Work Starts	TRAF	TRAFFIC MANAGEMENT - DAILY INSPECTI	ILY INSPECTION SHEET	TCP.No. DATE	LOCATION: SLKto SLK
Signs & devices Signs & devices positioned Signs & devices positioned Signs & devices clean and conditions / Repairs Required Signs & devices clean and clearly visible Traffic Cones set to the correct tapers for the traffic control All signs and traffic control All debris and any loose Modifications Required Traffic Signals revert back Satisfactory Modifications Required Traffic Signals revert back Traffic Signals revert back Traffic Signals revert back Satisfactory Modifications Required Traffic Signals revert back Satisfactory Modifications Required Traffic Signals revert back Traffic Signals revert back Satisfactory All debris and trafficable.	Item	Inspection Performed	Tick Appropriate Box	Inspection Performed	Tick Appropriate Box
Signs & devices appropriate for the day's activities and conditions Signs & devices positioned and mounted correctly Signs & devices clean and clearly visible Traffic Cones set to the correct tapers for the traffic lane closures. Traffic Signals set to All signs and traffic control All signs and traffic control All debris and any loose material removed from site. Traffic Signals revert back Traffic Signals revert back Traffic Signals revert back Traffic Signals and traffic control Satisfactory Modifications Required All debris and any loose Traffic Signals revert back Traffic Signals		Before Work Starts	Time of Inspection:	During Work Hours	Time of Inspection:
Signs & devices positioned and mounted correctly and clearly visible are closures. Traffic Cones set to the correct tapers for the traffic lane closures. Traffic Signals set to a respective details and colorers. All signs and traffic control actions and traffic Signals revert back to material removed from site. All debris and any loose and conditions Required and conditions and surface. Traffic Signals revert back both modifications Required and traffic Signals revert back both modifications Required back timing. Pavement markings stable both Modifications red trafficable. Batisfactory Modifications red back and trafficable. Modifications red	-	Signs & devices		Signs & devices operating satisfactorily and seen by motorists	
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Signs & devices clean and clearly visible Traffic Cones set to the correct tapers for the traffic lane closures. Traffic Signals set to "No (If no give details) and closures. Closing Down For Day All signs and traffic control clearing and traffic Signals revert back to NORMAL phasing and traffic Signals revert back to NORMAL phasing and trafficable. Pavement markings stable charactering satisfactory and trafficable. Batisfactory Modifications Required Modifications (Repairs Required timning). Batisfactory and trafficable. Satisfactory and trafficable. Satisfactory and trafficable. Satisfactory Modifications required timning.	5.	Signs & devices positioned and mounted correctly		Signs & devices positioned and mounted correctly	
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Traffic Signals revert back to NORMAL phasing and trafficable. Traffic Signals revert back to NoRMAL phasing and trafficable. Satisfactory Signals required to NoRMAL phasing and trafficable. Modifications red Date Date	2.	All debris and any loose material removed from sealed road surface.		form. 3. For all modifications that are different to details are to be recorded.	the basic traffic management plan layout
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Date:	4.	Pavement markings stable and trafficable.	51		igned: Project Manager
				Date:	Date:

25

APPENDIX D

INCIDENT REPORT FORM

INCIDENT REPORT FORM

Region	orm	Incident Report 1	No.			
Contract Number	Contractor					
cident Reports must be forw ors shall use this Form for re Reporting Form.						
10 Details of Incident	Reported to:	. Supervisor	. ТМR	o Other -		
OSH Incident Report No		Atmospheric Cond	itions	Light Conditions		
Fatality ₀		Clear	D	Day Light		
Injury 5	Road Surface	Overcast	D	Night Time		
Property Damage ,	Unsealed	Raining	D	Dawn/Dusk		
Police Attended Yes/No	Sealed	Fog/Smoke/Dust	D	Street Lighting		
Time and Date of	Sealed	Road Condition		On		
incident	AM / PM	Wet	D			
_		Dry	D	Off		
Day	Month Year			Not Provided		
Other relevant details, (Las	st maintenance grade, wat	ering and dust conditions)	-			
20 Details of Traffic Ma	anagement in place:	Name of individual that prepared the TC				
Time last inspected:	Accreditation No:TMQP Approved:					
TCD Approved:						
	Descriptions of Veh	icles:				

Vehicle 3____ Comments:

0		Description	on of Incid	lent:				
Draw the inci	ident including the	direction of trave	l, traffic contr	ol signs, fi	xed struc	tures and no	orth point.	
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APPENDIX E

NOTIFICATION OF ROADWORKS FORM

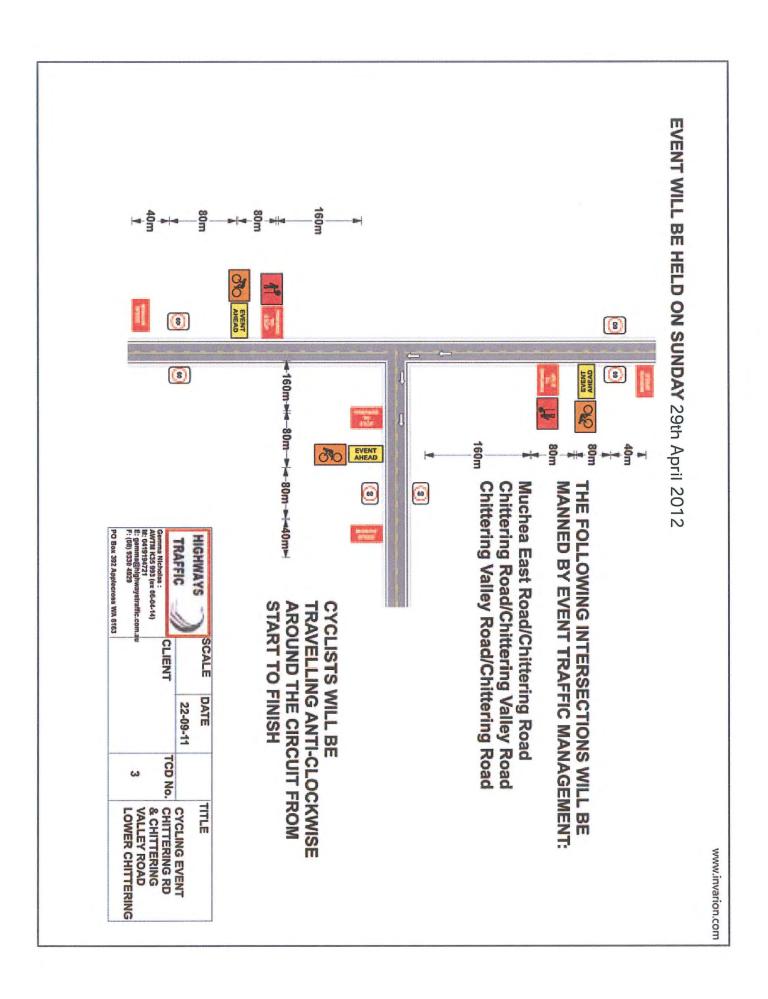
NOTIFICATION OF ROADWORKS

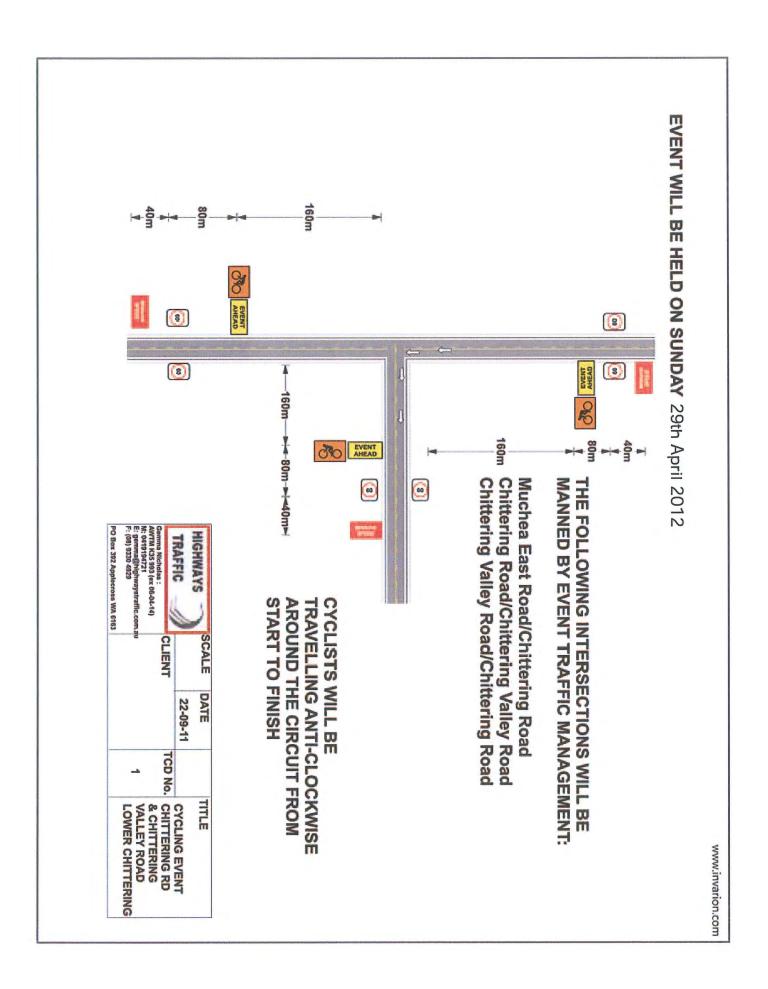
Notifications are to be distributed at least one (1) week in advance of the event
Where Police attendance is required at least three (3) week's notice shall be given (except in an emergency)

Anticipated start date: 04-12-11					F	Anticipated finis	sh date: 04-	12-11		
Daily	work hours:	7am-10:30a	m	ls weekend work applicable: Yes ☑ No ☐					No 🔲	
Location of event (Road/Street, Suburb):				oad & Chittering Valley Road Lower Chittering						
Descrip	Description of event: Northern Dis				tricts Classic Cycling Race					
Description of traffic management arrangements:				oolics, Spe	eed Reduct	tion				
Posted	Speed Limit:	80 Kp/h	E	Event site spe	ed limit: 6	60 Kp/h	Afterhours sp	eed limit:	80Kp/h	
	e anticipated raffic flows?:	Low				here be restricte versize escorte		Yes 🗌	No 🖂	
Are lar	nes closed at signals?:	Yes 🗌	No 🗆	N/A 🖂		signal loops or vare affected:	Yes 🗌	No 🛚	N/A 🗆	
	phases need ne changes?	Yes 🗌	No 🛛	N/A		signals need to automatically:	Yes 🗆	No 🗆	N/A 🛛	
Date of signa	al "black out":					Times of signa	l "black out":			
Will Police at	tendance be required?:	Yes 🗌		No 🛛	Dates for Police attendance :					
Are bridges located in area of the event, (inc		Yes 🛛		No 🗆	Will changes to traffic flows/composition occur on bridges:		Yes 🗌	No 🖂		
Are school crossings located in area of event?:			No 🖂	Will crossings be altered during the event:		Yes 🗌	No 🛚			
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APPENDIX F

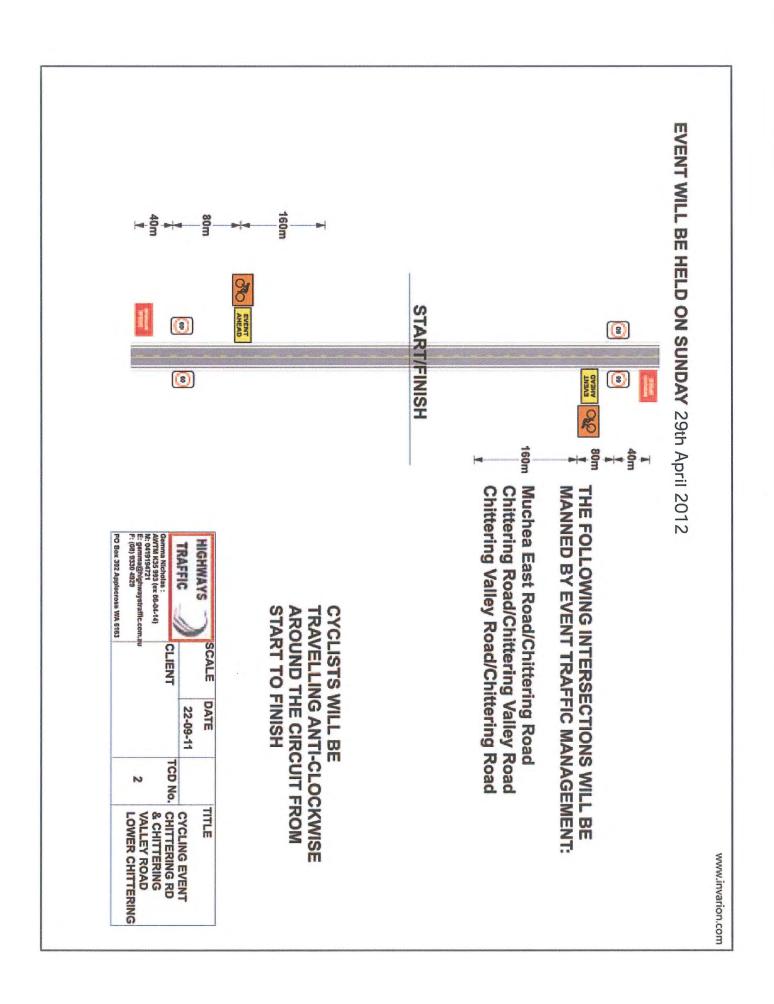
TRAFFIC CONTROL DIAGRAMS





Item 9.1.3

Attachment 1





Application for Temporary Suspension of the Road Traffic Act/Regulations, Section 83 Road Traffic Act.

NOTE:

Under section 97(b) of the Road Traffic Act 1974 it is an offence to wilfully mislead a person in any particular likely to affect the discharge of that person's duty under the Act.

- 1. Full name of body on whose behalf the application is made; Northern Districts Cycle Club
- 2. Full name of applicant or nominee making this application: Glyn Mattock
- 3. Address: 36A Collins Street Yokine WA 6060
- 4. Date of Birth: 26 April 1963
- 5. Telephone Number: H 08 94447695 W 0892080107 Mob 0411721505
- 6. Nature of event: Cycle Race
- 7. Approximate number of participants: 150
- 8. Date of event: 29th April 2012
- 9. Duration From: 07:00am

To: 13:00pm

- 10. Extent to which roads will be used (half/full carriageway): Half carriageway
- 11. Exact rout that event will follow (including starting and finishing points)

Start Finish at the Village Green Chittering Valley Road Left at intersection with Chittering Road and left back into Chittering Valley Road to finish

- 12. Date of previous event, if any, conducted at the route: 4th December 2011
- 13. Date of previous event, if any, conducted by the applicant, club, group or organisation: 4th December 2011
- 14. Race meetings and speed tests: specify any provisions of the Road Traffic Act 1974, or Regulations made under that Act, requested to be suspended. N/A
- 15. Any other relevant information. N/A
- 16. Where insufficient space is provided relevant details are to be included on a separate sheet and submitted with application. See attached information
- 17. The information supplied by mc is true and correct to the best of my knowledge.

Signature	Date
18. LOCAL AUTHORITY APPROVAL:	19. LOCAL POLICE DECLARATION:
I	approve/object to, this application.
Signed:	Date: / /
Date: / Official Stamp or Crest	Police Station
20. CHIEF SUPERINTENDENT (TRAFFIC) Application Approved/Refused. Subject to conditions imposed on Letter of Approval.	
Signed:	Dated: / /

1.1 INFORMATION REQUIRED IN APPLICATION

The following table lists the details that are required to be submitted to the Shire of Chittering, along with any other application forms that are required eg. Public Building Form 1.

8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure — stages and or marquee types, oth temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser		EVENT DETAILS
3. Event description Cycle Race 4. Time, date and duration of the event. 29th April 7:00am to 1:30pm 5. What is the main purpose and attractions Road Bike Racing 6. Who is the target audience Cycling Community Senior and Junior 7. Estimated total patron attendance 150 participants and 100 support people. 8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure – stages and or marquee types, off temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personr in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	1.	Event name Peter Clark Classic Cycle Race
4. Time, date and duration of the event, 29th April 7:00am to 1:30pm 5. What is the main purpose and attractions Road Bike Racing 6. Who is the target audience Cycling Community Senior and Junior 7. Estimated total patron attendance 150 participants and 100 support people. 8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure – stages and or marquee types, off temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personr in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	2.	Event location Village Green Chittering Valley Road and Circuit
5. What is the main purpose and attractions Road Bike Racing 6. Who is the target audience Cycling Community Senior and Junior 7. Estimated total patron attendance 150 participants and 100 support people. 8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure - stages and or marquee types, other temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	3.	Event description Cycle Race
6. Who is the target audience Cycling Community Senior and Junior 7. Estimated total patron attendance 150 participants and 100 support people. 8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure — stages and or marquee types, off temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	4.	Time, date and duration of the event, 29th April 7:00am to 1:30pm
7. Estimated total patron attendance 150 participants and 100 support peop 8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure — stages and or marquee types, oth temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	5.	What is the main purpose and attractions Road Bike Racing
8. Patron age details: Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure - stages and or marquee types, oth temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	6.	Who is the target audience Cycling Community Senior and Junior
Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20% 55+ 7% 9. Details of event infrastructure - stages and or marquee types, oth temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	7.	Estimated total patron attendance 150 participants and 100 support people
temporary buildings 1 Small sun shelter for line judges 10. Seating plan N/A 11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	8.	Age as a % of total attendance - 0-12 3% 12-18 10% 18-25 25% 25 - 40 35% 40 - 55 20%
11. Details of any infrastructure or practices to be implemented to preser patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	9.	Details of event infrastructure – stages and or marquee types, other temporary buildings 1 Small sun shelter for line judges
patron health or safety. Traffic management plan and First aid personn in attendance 12. Numbers and types of toilet facilities As per the local oval facilities 13. Numbers of crowd controllers proposed N/A	10.	Seating plan N/A
13. Numbers of crowd controllers proposed N/A	11.	Details of any infrastructure or practices to be implemented to preserve patron health or safety. Traffic management plan and First aid personnel in attendance
	12.	Numbers and types of toilet facilities As per the local oval facilities
14. Traffic management and parking arrangements As per attached plan	13.	Numbers of crowd controllers proposed N/A
	14.	Traffic management and parking arrangements As per attached plan
15. Venue prohibited items N/A	15.	Venue prohibited items N/A

	ALCOHOL AVAILABILITY
16	Alcohol free event yes / no
	BYO alcohol yes / no
	Alcohol will be supplied or sold at the event
4.7	and a liquor licence is required yes / no
17	Critical event timelines - Suspension of road rules by Feb 29th
18	Date on site commencement 29th April
19	Date event approval required 29 TH February
20	Hours of operation 7:00am to 1:30pm
21	Infrastructure required for load in. N/A
	ORGANISER'S CONTACT DETAILS
22	Street address 36A Collins Street Yokine WA 6060
23	Postal address As Above
24	Telephone number including area code 08 94447695
25	Facsimile number 08 94443901
26	Mobile phone number 0411721505
27	Email address glyn.mattock@whelans.com.au
28	Details of similar events organised previously NDCC Classic 4 th December 2011
29	Contact during the event: Glyn Mattock
30	Telephone: 08 94447695
31	Mobile: 0411721505
	LICENSEE DETAILS
32	Licensee Name: N/A
33	Address:
34	Phone:
35	Fax:

36	Contact during the event:
37	Contact's telephone:

1.0 APPENDIX I

Typical Application To Sell Food From A Temporary Food Premises

EVENT TO BE HELD Peter Clark Classic Cycle Race
DATE/S: 29 th April 2012
RESERVE CONCERNED: Village Green Chittering Valley Road
APPLICANT'S NAME: Glyn Mattock
ADDRESS: 36A Collins Street Yokine 6060
TEL NO.: (W) 08 92080107 (H) 08 94447695
DETAILS OF PROPOSED STALL/VAN (INC. SIZE): 1 Mobile Coffee Van
PROPOSED FOODS TO BE SOLD: Coffee, Muffins, Biscuits
PROVISIONS FOR STORAGE AND / OR REGULATION OF TEMPERATURE: On
board refrigeration
NUMBER OF ASSISTANTS/PERSONS OTHER THAN APPLICANT, EXPECTED TO
BE TRADING: 1
POWER SUPPLY - self contained or external source (if external, please specify where
from): Self Contained
PLEASE INDICATE ON AN ATTACHED PLAN THE APPROXIMATE LOCATION OF
YOUR VAN / STALL. Car Park at Village Green
SIGNATURE OF APPLICANT:Date:
Environmental Health Department Use: Approved/Not Approved:
Environmental Health Office Signature:

SHIRE OF CHITTERING

BANK RECONCILIATION AS AT 29 FEBRUARY 2012

MUNIACC	TRUST ACC	R/A RESERVE
1,259,049.32	624,709.52	1,040,963.10
5,181,054.56	230,076.62	188,940.07
340,971.49	2,577.53	4,314.38
5,522,026.05	232,654.15	193,254.45
(4,105,864.99)	(175,364.75)	(5,553.85
(737,048.77)	(390.01)	0.00
(4,842,913.76)	(175,754.76)	(5,553.85
1,938,161.61	681,608.91	1,228,663.70
63,057.64	681,608.91	22,597.70
21,301.49	0.00	0.00
1,850,000.00	0.00	1,206,066.00
17,131.88	0.00	0.00
(13,329.40)	0.00	0.00
1,938,161.61	681,608.91	1,228,663.70
	1,259,049.32 5,181,054.56 340,971.49 5,522,026.05 (4,105,864.99) (737,048.77) (4,842,913.76) 1,938,161.61 63,057.64 21,301.49 1,850,000.00 17,131.88 (13,329.40)	1,259,049.32 624,709.52 5,181,054.56 230,076.62 340,971.49 2,577.53 5,522,026.05 232,654.15 (4,105,864.99) (175,364.75) (737,048.77) (390.01) (4,842,913.76) (175,754.76) 1,938,161.61 681,608.91 21,301.49 0.00 1,850,000.00 0.00 17,131.88 0.00 (13,329.40) 0.00

FUND - INSTITUTION	AMOUNT	MATURITY	INTEREST
Reserve Asset - WA Treasury Corporation Municipal - WA Treasury Corporation	\$1,206,066.00 \$1,850,000.00		4.20% 4.20%
	\$3,056,066.00		

Prepared By:

Veronica Robinson Finance Officer - Rates

Date: 1 March 2012

Checked By:

Jean Sutherland Executive Manager Corporate Services

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Item 9.3.1

SHIRE OF CHITTERING

ACCOUNTS PAID AS AT THE 29 FEBRUARY 2012 PRESENTED TO THE **COUNCIL MEETING ON THE 21 MARCH 2012**

This Schedule of Accounts paid under delegated authority as detailed below, which is to be submitted to each member of Council on the 21 March 2012, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods, the rendition of services and as to prices, computations and costings.

Vouch	er No's		Value	Pag	jes	Eal N	
From	То	1	value	From	То	Fund No.	Fund Name
PR2750	PR2750	\$	80,699.29	1	1	1	Municipal Fund
PR2758	PR2740	\$	72,601.99	1	1	1	Municipal Fund
PR2767	PR2767	\$	75,576.38	1	1	1	Municipal Fund
EFT6448	EFT6564	\$	470,250.01	1	3	1	Municipal Fund
13013	13036	\$	34,906.63	4	4	1	Municipal Fund
Direct	Debit	\$	2,098.77	4	4	1	Municipal Fund
BPV12	BPV12	\$	915.70	4	4	1	Municipal Fund
282	282	\$	300.00	5	5	2	Trust Fund
	1						
	Total	otal \$ 737,348.77	****A1.				

Officer: Catherine Choules

Signature: ...

Signature:

Authorised by: Jean Sutherland

Date of Report: 1 March 2012

Disclosure of Interest by Officer: Nil

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	Amount		80,699.29	72,601.99		\$228,877.66	379 63	321.17	10.805.30	71.50	60.50	65.00	1,944.19	28,961.00	170.00	16,851.32	156.00	500.00	1,885.92	229.00	8,624.00	89.52	48.40	16.35	6,520.00	5,401.02	51.55	12,397.00	700.00	212.05	8.250.00	477.26	30.25	3,123.70	859.96
LIST OF ACCOUNTS PAID IN FEBRUARY 2012 - SUBMITTED TO COUNCIL 21 MARCH 2012	Description		PAYROLL ENDING 01/02/2012	PAYROLL ENDING 15/02/2012 PAYROLL ENDING 29/02/2012		lotal Payments	3 MESSAGING - FIRE MESSAGES	SHIRE HOUSING ELECTRICAL REPAIRS	TRAFFIC CONTROL FOR DRAINAGE WORKS	WATER SAMPLE FOR BORE WATER FILLING TANK AT BINDOON OVAL	NAME PLATES FOR AUSTRALIA DAY HONOUR BOARDS	UPDATE SECURITY SYSTEM ACCESS	POSTAGE CHARGES	BAS - JANUARY 2012	SUPPLY ONE OFFICE PHONE	SUPPLY & DELIVER FILTER ROCK & SPALLS FOR DRAINAGE WORKS	CATERING FOR COUNCIL DEVELOPMENT FIELD TRIP	DONATION FOR BINDOON BOWLS MENS FOURS & LADIES GALA DAY	NEW FLAILS FOR SLASHER & MONTHLY HIRE FOR LANDFILL TRACTOR	HARDWARE SUPPLIES	WEED SPRAYING ON SEVERAL ROADS & GENERAL PEST TREATMENTS	PARTS FOR BACKHOE	COURIER CHARGES	STATIONERY	FIRE INSURANCE CLAIM - LOST HEARING AIDS AT THE WANNAMAL FIRE	CONTRACT CLEANING	COURIER CHARGES	CONCRETE PRODUCTS FOR DRAINAGE WORKS	BUILDING APPROVALS	REIMBURSEMENT FOR EXPENSES INCURRED BY CFBCO	HIRE OF BOBCAT - PIONEER DRIVE	RATE RECOVERY EXPENSES	CHAINSAW REPAIRS	REPAIRS TO 2 FIRE TRUCKS & SERVICING OF 4 SHIRE VEHICLES	PPE FOR FIRE VOLUNTEERS
LIST OF ACCOUNTS PAID IN	Name		BENDIGO BANK	BENDIGO BANK			3 MESSAGING	ACE ELECTRICAL & COMMUNICATIONS	ADVANCED TRAFFIC MANAGEMENT	AGRIFOOD TECHNOLOGY	ALL TYPE ENGRAVING & SIGNS	AUSTECH SURVEILLANCE PTY LTD	AUSTRALIA POST	AUSTRALIAN TAXATION OFFICE	AVON TELECOMS	B & J CATALANO PTY LTD	BINDOON BAKEHAUS & CAFE	BINDOON BOWLING CLUB	BINDOON TRACTORS	BUNNINGS BUILDING SUPPLIES	CHITTERING PEST & WEED	CID EQUIPMENT PTY LTD	COOEE COURIERS & TRANSPORT	CORPORATE EXPRESS	COTTESLOE HEARING SOLUTIONS	COUNTRY CLEAN SERVICES	COURIER AUSTRALIA	DALWALLINU CONCRETE	DCM DESIGNS	DENNIS BADCOCK	DOUBLEVIEW EARTHMOVING	DUN & BRADSTREET	EASTERN HILLS SAWS & MOWERS P/L	EW & NM SCHMIDT & SONS	FIRE & SAFETY WA
	Date	syments	01/02/2012	29/02/2012		ı ents	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012
	Chq/EFT	Payroll Payments	PR2/50	PR2767		l EFT Payments	EFT6448	EFT6449	EFT6450	EFT6451	EFT6452	EFT6453	EFT6454	EFT6455	EFT6456	EFT6457	EFT6458	EFT6459	EFT6460	EFT6461	EFT6462	EFT6463	EFT6464	EFT6465	EFT6466	EFT6467	EFT6468	EFT6469	EFT6470	EFT6471	EFU6472	EE 6473	E [06474	EFT6475	EN6476

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item	9.3.1

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	Amount	1,122.00	330.00	200.40	10,211,99	569.25	1.870.00	247.15	1.239.00	90.53	219.00	5,207.91	2,200.00	1,005.20	1,727.00	10,429.52	1,520.00	220.00	232.60	194.74	14,117.95	20,549.10	2,123.06	4,819.59	395.00	722.54	24,940.43	696.56	22,000.00	39,431.51	6,942.58	1,192.77	165.00	13,752.78	6,229.85	38.00
FEBRUARY 2012 - SUBMITTED TO COUNCIL 21 MARCH 2012	Description	GREEN WHEELIE BINS	FLOAT WATER TRUCK TO REPAIRER FOR SERVICING AS UN-ROADWORTHY	FIRE MESSAGES	STRATEGIC BREAKS & DRAINAGE SUPPLIES	TRUCK HIRE FOR DRAINAGE WORKS	TRUCK HIRE FOR MUCHEA TIP	VALUATION CHARGES	STAFF UNIFORMS	REIMBURSEMENT FOR FIRE TRUCK PARTS	SERVICE CONTRACT ON PHONE SYSTEM	REPAIRS TO WATER TRUCK - DAMAGED AT WANNAMAL FIRE	GRAVEL DELIVERY	RETICULATION PARTS & LABOUR AT JOHN GLENN PARK	PLUMBING WORK AT BINDOON TOILETS & COMMUNITY HOUSE	LEGAL EXPENSES - PENDULUM GROUP/REVIEW OF FIREBREAK EASEMENT	CHATTER@CHITTERING ARTICLE - FEBRUARY 2012 EDITION	SERVER MAINTENANCE AND SUPPORT	GENERAL MATERIALS FOR POUND	STATIONERY	DIESEL	PLASTREAM DRAINAGE PIPES	SUPPLY PARTS AS REQUIRED TO FIX SPRAYING UNIT	DAMAGE TO TELSTRA CABLE AT 366 GRAY ROAD BINDOON	REPAIR TYRE ON LOADER	PPE UNIFORMS	SUPERANNUATION CONTRIBUTIONS	ADVERTISING	DEPOSIT FOR NEW STEEL WATER TANK TO BE FITTED TO EXISTING TRUCK	LOAN REPAYMENT - LOT 6138 GREAT NORTHERN HIGHWAY BINDOON	MOTORCHARGE ACCOUNT	CREDIT CARD CHARGES	REPAIRS TO SAM TRAILER DISPLAY	SMOKE ALARM & RCD CHECKS, OFFICE UPGRADE & EXTRA ELECTRICAL WORK	TRAFFIC CONTROL FOR DRAINAGE WORKS	APPARATUS LICENCE RENEWAL FEES - RED HILL BINDOON (RURAL WATCH)
LIST OF ACCOUNTS PAID IN FEBRUARY	Name	G.C SALES WA	GASKON TRUST	GEW.RU PTY LTD	GOSNELLS HARDWARE - THRIFTY LINK	GRIME CARTAGE	HALL-ALL CONTRACTING	LANDGATE CUSTOMER ACCOUNT	LGCC BY NNT	LOWER CHITTERING FIRE BRIGADE	M2 COMMANDER PTY LIMITED	MAJOR MOTORS	MUCHEA GRADING CO	MUCHEA IRRIGATION & RURAL SUPPLIES	MUCHEA PLUMBING & GAS	McLEODS BARRISTERS & SOLICITORS	NORTHERN VALLEYS NEWS	PCS - PERFECT COMPUTER SOLUTIONS	PET'S MEAT SUPPLIERS	QUICK CORPORATE AUSTRALIA	RELIANCE PETROLEUM	ROCLA PTY LTD	SPRAYLINE SPRAYING EQUIPMENT	TELSTRA - DAMAGE COST RECOVERY	TOODYAY TYRES & EXHAUST	UNIFORMS DIRECT	WA LOCAL GOVT SUPER PLAN	WALGA	WELDING SOLUTIONS	WA TREASURY CORPORATION	WRIGHT EXPRESS FUEL CARDS	BENDIGO BANK	A.D. ENGINEERING INTERNATIONAL PTY LTD	ACE ELECTRICAL & COMMUNICATIONS	ADVANCED TRAFFIC MANAGEMENT	AUST COMMUNICATIONS & MEDIA AUTH
	Date	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	28/02/2012	29/02/2012	29/02/2012	29/02/2012	7107/70/67
	Chq/EFT	EFT6477	EFT6478	EFT6479	EFT6480	EFT6481	EFT6482	EFT6483	EFT6484	EFT6485	EFT6486	EFT6487	EFT6488	EFT6489	EFT6490	EFT6491	EFT6492	EFT6493	EFT6494	EFT6495	EFT6496	EFT6497	EFT6498	EFT6499	EFT6500	EFT6501	EFT6502	EFT6503	EFT6504	EFT6505	EFT6506	ERT 6507	EET6508	E€€76509	EFT6510	ENU6511

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	Amount	558.50	396.00	400.00	151.25	726.00	369.60	2,200.00	44.00	1.545.71	3,364.87	1,141.20	1,238.34	275.00	153.19	850,00	696.70	385.00	4,776.20	10,868.00	470.58	42,817.50	00.608,9	593.56	10,107.00	891.00	7,202.58	1,100.00	427.63	8,465.00	333,40	1.621.48	1,061.50	602.80	6,745.50	1,892.00
FEBRUARY 2012 - SUBMITTED TO COUNCIL 21 MARCH 2012	Description	COUNCIL MEETING CATERING & TRAINING REFRESHMENTS	HIRE OF TRACTOR FOR BINDOON LANDFILL	REIMBURSEMENT - HAZARD REDUCTION BURN	ASSISTING WITH SPREADSHEETS DUE TO SERVER UPGRADE	REPLACE LOCKS & REPAIR SLIDING DOOR - COMMUNITY HOUSING UNIT	EMERGENCY LOCK REPLACEMENT - VANDALISM ON TOURIST CENTRE	PLANTS FOR BINDOON HALL	SUPPLY RODENT BAIT	2012 AUSTRALIA DAY EVENT REIMBURSEMENT	STREET REFUSE COLLECTION	CORPORATE SHIRTS	STATIONERY AND PHOTOCOPY PAPER	CLEAN COMMUNITY HOUSE PRIOR TO NEW TENANT MOVING IN	COURIER CHARGES	BUILDING LICENCES APPROVALS	ANNUAL LICENCE FEE FOR MUCHEA LANDFILL	KERBSIDE MARKET VALUATION	SERVICE & REPAIR OF 8 SHIRE VEHICLES	HIRE EXCAVATOR FOR DRAINAGE WORKS	PPE FOR FIRE VOLUNTEERS	2011/12 ESL 3RD QUARTER CONTRIBUTION	ASPHALT & CATEMUL SUPPLIES	FLOAT WATER TRUCK FROM BRAD SCHMIDTS TO WELDING SOLUTIONS	FORTRESS LOCKS & KEYS, TOOLS, BOLLARDS, FENCING SUPPLIES	HIRE TRUCK FOR WORKS AT MUCHEA TIP	10 x SEMI-MOUNT KERB & SMALL GRATES FOR DRAINAGE WORKS	LOCAL GOVERNMENT REFORM DIALOGUE	TRAINING CO-ORDINATOR REIMBURSEMENT	MANUAL HANDLING & TRAFFIC MANAGEMENT TRAINING	LAND ENQUIRY & LISTING OF LAND OWNED BY THE SHIRE	STAFF UNIFORMS	10 x BOXES PLASTIC RECYCLE BAGS FOR STAND	REPAIRS TO WANNAMAL'S 2.4 AIR CONDITIONER	INSTALLATION, SERVICE & REPAIRS TO COMMUNITY/STAFF HOUSING RETIC	PLUMBING WORKS AT COMMUNITY HOUSING UNIT
LIST OF ACCOUNTS PAID IN FEBRUARY	Name	BINDOON ROADHOUSE	BINDOON TRACTORS	BINDOON VOLUNTEER BUSH FIRE BRIGADE	BOB WADDELL CONSULTANT	BULLSBROOK GLASS AND ALUMINIUM	C & C LOCKSMITHS	CHITTERING LANDCARE GROUP	CHITTERING PEST & WEED	CHITTERING VALLEY PROGRESS	CHITTERING WASTE	CLEVER DESIGNS	CORPORATE EXPRESS	COUNTRY CLEAN SERVICES	COURIER AUSTRALIA	DCM DESIGNS	DEPT OF ENVIRONMENT & CONSERVATION	DIRECT PROPERTY VALUATIONS	EW & NM SCHMIDT & SONS	FEWSTERS EARTHMOVING	FIRE & SAFETY WA	FESA	FULTON HOGAN INDUSTRIES PTY LTD	GASKON TRUST	GOSNELLS HARDWARE - THRIFTY LINK	GRIME CARTAGE	HOLCIM (AUSTRALIA) PTY LTD	INSTITUTE OF PUBLIC WORKS ENGINEERING	JANICE BILLEN	KELYN TRAINING SERVICES	LANDGATE CUSTOMER ACCOUNT	LGCC BY NNT	MIL-TEK WASTE SOLUTIONS	MUCHEA AUTO ELECTRICS	MUCHEA IRRIGATION & RURAL SUPPLIES	MUCHEA PLUMBING & GAS
ľ				29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	129/02/2012
	Chq/EFT	EFT6512	EFT6513	EFT6514	EFT6515	EFT6516	EFT6517	EFT6518	EFT6519	EFT6520	EFT6521	EFT6522	EFT6523	EFT6524	EFT6525	EFT6526	EFT6527	EFT6528	EFT6529	EFT6530	EFT6531	EFT6532	EFT6533	EFT6S34	EFT6535	EFT6536	EFT6537	EFT6538	EFT6539	EFT6540	EFT6541	ER06542	ET6543	₹ 0544	EFT6545	EEE-6546

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	Amount	5.00	190.00	2,628.03	415.00	226.90	3.565.54	2.010.80	132.00	3,300.00	1,009.75	265.00	13,200.00	181.94	12,992.36	250.00	253.00	970.00	1,270.00	\$470,250.01		0.00	295.74	1,000.00	1,280.00	1,000.00	445.30	11,832.55	4,174.31	2.390.00	37.80	519.08	1,624.00	113.97	397.39	864.60
LIST OF ACCOUNTS PAID IN FEBRUARY 2012 - SUBMITTED TO COUNCIL 21 MARCH 2012	Description	PLANTS FOR CITIZENSHIP CEREMONY	FIRE WARNING ADVERTISING	PHOTOCOPY METERPLAN CHARGES	REPAIR TO WATER TRUCK - DAMAGED AT WANNAMAL FIRE	JOHN GLENN PARK SOFTFALL OPENING & TRAINING REFRESHMENTS	TRAFFIC CONTROL ADVISORY SIGNS	PLASTREAM DRAINAGE PIPES	ROOF REPAIRS AT SENIOR HOUSING	RE-SURVEY LAND FOR PURPOSE OF SALE FOR UNPAID RATES AND CHARGES	SERVICE FOR TORO 3100D MOWER & BLADE CHECK	BUSINESS CARDS	PURCHASE OF BOMAG COMPACTOR	PPE FOOTWEAR FOR STAFF	SUPERANNUATION CONTRIBUTIONS	ADVERTISEMENT FOR CONTRACT RANGER FOR CASUAL WORK	REGISTRATION MEETING PROCEDURES & DEBATING FOR ELECTED MEMBERS	2012 AUSTRALIA DAY EVENT REIMBURSEMENT	DEPOSIT - SHED AT MUCHEA OVAL	Total EFT's			STAFF, COUNCIL, LIBRARY & WANNAMAL FIRE SUPPLIES	2012 - YEAR 11 EDUCATION SCHOLARSHIP	PARKING LEASE AGREEMENT	2012 - YEAR 8 EDUCATION SCHOLARSHIP	PETTY CASH REIMBURSEMENT	ELECTRICITY CHARGES FOR SHIRE BUILDINGS	OFFICE AND MOBILE TELEPHONE CHARGES	SUPPLY AND LAY LINO FLOORING TO COMMUNITY HOUSE UNIT	MONTHLY NEWSPAPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	2012 AUSTRALIA DAY EVENT REIMBURSEMENT	REFRESHMENTS FOR STAFF FAREWELL	STAFF, COUNCIL & TRAINING CATERING & TOOLBOX MEETING SUPPLIES	SUPERANNUATION CONTRIBUTIONS
LIST OF ACCOUNTS PAID IN	Name	MUCHEA TREE FARM	NORTHERN VALLEYS NEWS	RBC RURAL	REG & JANET SCANTLEBURY	RESTAURANT BITE	ROADSIGNS AUSTRALIA	ROCLA PTY LTD	RODNEY LEACH CARPENTER & JOINER	SURVEYTECH SURVEY & MAPPING	T-QUIP	THE LOFT GROUP	TUTT BRYANT EQUIPMENT	UNIFORMS DIRECT	WA LOCAL GOVT SUPER PLAN	WA RANGERS ASSOCIATION	WALGA	WANNAMAL COMMUNITY CENTRE INC	WEST COAST SHEDS			CANCELLED CHEQUE	BINDOON IGA	BULLSBROOK DISTRICT HIGH SCHOOL	C & G BAM	GINGIN DISTRICT HIGH SCHOOL	SHIRE OF CHITTERING	SYNERGY	TELSTRA	TREVORS CARPETS MIDLAND	BINDOON GENERAL STORE	AMP SUPERANNUATION LIMITED	BINDOON COMMUNITY PROGRESS ASSOC	BINDOON GENERAL STORE	BINDOON IGA	BI LIFETIME - PERSONAL SUPER
	Date	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	— J	116/02/2012	10/05/2015	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	16/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012	29/02/2012
	Chq/EFT	EFT6547	EFT6548	EFT6549	EFT6550	EFT6551	EFT6552	EFT6553	EFT6554	EFT6555	EFT6556	EFT6557	EFT6558	EFT6559	EFT6560	EFT6561	EFT6562	EFT6563	EFT6564	 Mimi Chegiles	12012	77077	13014	13015	13016	13017	13018	13019	13020	13021	13022	13023	13 024	13025	13026	/7051

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		LIST OF ACCOUNTS PAID IN FE	LIST OF ACCOUNTS PAID IN FEBRUARY 2012 - SUBMITTED TO COUNCIL 21 MARCH 2012	112	
Chq/EFT	Date	Name	Description		Amount
13028	29/02/2012	COMMISSIONER OF POLICE	2011-12 FIREARM LICENCE RENEWAL		109.70
13029	29/02/2012	GENERATION PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS		487.89
13030	29/02/2012	LGRCEU	PAYROLL DEDUCTIONS		78.30
13031	29/02/2012	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS		520.05
13032	29/02/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS		292.53
13033	29/02/2012	SYNERGY	STREETLIGHT & ELECTRICITY CHARGES		5,500.80
13034	29/02/2012	TELSTRA SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS		1,259.67
13035	29/02/2012	TISF - THE INDUSTRY SUPER FUND	SUPERANNUATION CONTRIBUTIONS		562.95
13036	29/02/2012	WOODBRIDGE MEDICAL CENTRE	NEW EMPLOYEE MEDICAL		120.00
				Total Cheques Payments	\$34,906.63
Direct De	Direct Debits - February 2012	2012		•	
		BENDIGO BANK/COMMONWEALTH BANK	BANK FEES		1,267.58
		WESTNET	WESTNET/INTERNET		74.94
		CLUE DESIGN	WEB SITE MANAGEMENT		756.25
				Direct Debts	\$2,098.77
Transfers					
BPV12	02/02/2012	BENDIGO BANK	TRANSFER INTEREST TO TRUST ACCOUNTS		915.70
				Total Transfer	\$915.70
				1	
(- 			₽	Total Municipal Payments	\$737,048.77
rust Payments	ments 16/02/2012	2 < 10 = 10 = 10 = 10 = 10 = 10 = 10 = 10	Ca Diagrit Floc Total Still CA GINGA TO GINI 1774		0
707	10/02/2012	בר הראל הראל הראל הראל הראל הראל הראל הרא	NETOIND OF BOIND INDIVIES - LOT 2031 HARRIS RD	T C to T	300.00
				וטנמו וושאר ו־מאווופוונא	00.0066
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SHIRE OF CHITTERING

MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

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Item 9.3.1

SHIRE OF CHITTERING

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	Operating	NOTE	February 2012 Actual	Y 2011 TO 29 FEI February 2012 YTD Budget	2011/12 Budget	Variances Actuals to YTD Budget	Variances Actual Budget to YTD	
	Operating		\$	\$	\$	\$	%	
	Revenues/Sources	1,2	•	•	•	*	70	
	Governance	- ,-	35,752	16,243	30,688	19,509	120.10%	A
	General Purpose Funding		719,331	686,655	922,872	32,676	4.76%	
	Law, Order, Public Safety		214,463	222,844	295,794	(8,381)	(3.76%)	
	Health		20,006	19,232	34,668	774	4.02%	
	Education and Welfare		1,420	4,664	125,930	(3,244)	(69.55%)	
	Housing		67,039	69,754	103,840	(2,715)	(3.89%)	
	Community Amenities		280,209	288,212	377,185	(8,003)	(2.78%)	
	Recreation and Culture		7,888	7,648	437,615	240	3.14%	
	Transport		122,724	131,107	816,082	(8,383)	(6.39%)	
	Economic Services		82,896	95,566	146,448	(12,670)	(13.26%)	₩
	Other Property and Services		52,132	40,283	58,750	11,849	29.41%	\blacktriangle
	• •	•	1,603,860	1,582,209	3,349,873	21,651	1.37%	_
	(Expenses)/(Applications)	1,2			, ,			
	Governance	•	(311,743)	(325,426)	(556,132)	13,683	4.20%	
	General Purpose Funding		(154,793)	(150,634)	(247,401)	(4,159)	(2.76%)	
	Law, Order, Public Safety		(568,265)	(610,618)	(871,456)	42,353	6.94%	
	Health		(131,141)	(145,047)	(207,836)	13,906	9.59%	
	Education and Welfare		(45,961)	(54,484)	(85,847)	8,523	15.64%	
	Housing		(176,109)	(175,075)	(273,131)	(1,034)	(0.59%)	
	Community Amenities		(888,367)	(942,077)	(1,356,202)	53,710	5.70%	
	Recreation & Culture		(494,994)	(640,488)	(955,483)	145,494	22.72%	₩
	Transport		(1,440,474)	(1,544,845)	(2,364,223)	104,371	6.76%	
	Economic Services		(331,086)	(386,920)	(565,758)	55,834	14.43%	₩
	Other Property and Services		(50,654)	(40,666)	(70,011)	(9,988)	(24.56%)	
	• •	•	(4,593,587)	(5,016,281)	(7,553,479)	422,694	(8.43%)	_
	Adjustments for Non-Cash		, ,	• • • •	• • • •	•		
	(Revenue) and Expenditure							
	(Profit)/Loss on Asset Disposals	4	0	0	20,997	0	0.00%	
	Movement in Accrued Interest		(3,385)	(2,257)	(3,385)	(1,128)	(50.00%)	
	Movement in Accrued Salaries and Wages		(47,187)	(31,458)	(47,187)	(15,729)	(50,00%)	₩
	Movement in Employee Benefit Provisions		19,458	12,145	18,218	7,313	(60.21%)	
	Depreciation on Assets	2(a)	1,089,193	1,096,680	1,645,143	(7,487)	0.68%	
	Capital Revenue and (Expenditure)	• /		, ,				
	Purchase Land and Buildings	3	(221,217)	(185,568)	(1,560,234)	(35,649)	(19.21%)	\blacktriangle
	Purchase Furniture and Equipment	3	(33,852)	(33,793)	(81,793)	(59)	(0.17%)	
	Purchase Plant and Equipment	3	(32,000)	(12,000)	(107,959)	(20,000)	(166.67%)	A
	Purchase Motor Vehicles	3	(41,279)	(41,279)	(110,279)	Ó	0.00%	
	Purchase Infrastructure Assets - Roads	3	(211,746)	(259,905)	(850,636)	48,159	18.53%	▼
	Purchase Infrastructure Assets - Bridges	3	Ó	Ó	(471,000)	0	0.00%	
	Purchase Infrastructure Assets - Footpaths	3	0	0	(52,184)	0	0.00%	
	Purchase Infrastructure Assets - Drainage	3	(192,513)	(160,368)	(240,548)	(32,145)	(20.04%)	\blacktriangle
	Purchase Infrastructure Assets - Parks & Ovals	3	(13,771)	(183,691)	(268,654)	169,920	92,50%	▼
	Purchase Infrastructure Assets - Other	3	(9,390)	(9,390)	(9,390)	0	0.00%	
	Proceeds from Disposal of Assets	4	Ó	Ó	30,000	0	0.00%	
	Repayment of Debentures	5	(92,317)	(95,687)	(115,487)	3,370	3.52%	
	Proceeds from New Debentures	5	ó	Ò	850,000	0	0.00%	
	Transfers to Restricted Assets (Reserves)	6	(193,254)	(195,464)	(213,800)	2,210	1.13%	
	Transfers from Restricted Asset (Reserves)	6	5,554	5,554	334,022	. 0	0.00%	
)	Net Current Assets July 1 B/Fwd	7	1,382,207	1,382,207	1,382,207	0	0.00%	
}	Net Current Assets Year to Date	7.	2,468,620	1,909,473	2,263	559,147	(29.28%)	_
	Amount Raised from Rates	8	(4,053,846)	(4,057,820)	(4,057,818)	3,974	(0.10%)	-

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

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SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

The financial report is a general purpose financial report which has been prepared in accordance with applicable Australian Accounting Standards and the Local Government Act 1995 (as amended) and accompanying regulations (as amended). The report has also been prepared on the accrual basis under the convention of historical cost accounting modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

(b) 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, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Superannuation

The Shire of Chittering contributes to the Local Government Superannuation Scheme and the Occupational Superannuation Fund. Both funds are defined contribution schemes.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent a cash refund or a reduction in the future payments is available.

(g) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is 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.

(i) Inventories

General

Inventories are valued 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.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's

(j) Fixed Assets

Initial Recognition

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 includes the cost of all materials, direct labour and variable and fixed overheads.

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on a basis to reflect the already consumed or expired future economic benefits.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ significantly from that determined using fair value at reporting date.

Land Under Roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail. Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Computer Equipment and Software	3 years
Plant and Equipment - Heavy	5 to 15 years
Plant and Equipment - Light	0 to 10 years

Sealed roads and streets

clearing and earthworks not depreciated construction/road base 50 years

original surfacing and major re-surfacing

- bituminous seals 20 years - asphalt surfaces 25 years

Gravel roads

clearing and earthworks not depreciated construction/road base 50 years gravel sheet 12 years

Formed roads (unsealed)

clearing and earthworks not depreciated construction/road base 50 years
Footpaths - slab 40 years
Footpaths - asphalt 10 years
Sewerage piping 100 years
Water supply piping & drainage systems 75 years

Property, plant and equipment is brought to account at cost and will be carried at net written down values. Items of property, plant and equipment, including buildings but excluding freehold land are to be depreciated over estimated useful lives on a straight line basis.

Classification

Council classifies its investments in the following categories: financial assets at fair value through profit or loss, loans an receivables, held-to-maturity investments and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date

(i) Financial assets at fair value through profit and loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the balance sheet.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(I) Classification (Continued)

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

(iv) Available-for-sale financial assets

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

Recognition and derecognition

Regular purchases and sales of financial assets are recognised on trade-date – the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the income statement as gains and losses from investment securities.

Subsequent measurement

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Gains or losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are presented in the income statement within other income or other expenses in the period in which they arise. Dividend income from financial assets at fair value through profit and loss is recognised in the income statement as part of revenue from continuing operations when Council's right to receive payments is established. Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

Impairment

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss-measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit or loss — is removed from equity and recognised in the income statement. Impairment losses recognised in the income statement on equity instruments classified as available-for-sale are not reversed through the income statement.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(n) Impairment

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting the budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2011.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

(o) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) 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 municipality 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 Council expects to pay and includes related on-costs.
- The liability for long service leave is recognised in the provision for employee benefits and measured (ii) 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 projected 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 Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(q) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(r) 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 one item included in the same class of

(s) 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.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

2. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the Shire has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Shire of Chittering Vision Statement

Chittering: Keeping the balance

Because we:

- · have a long term view of the area
- place emphasis on the shire's assets
- undertake detailed assessments on new major works
- manage and operate using effective and efficient approaches
- ensure the finances are adequately managed
- · carry out regular performance assessments

Shire of Chittering Mission Statement

"To work with and far our local community; to enhance our rural lifestyle; to protect our natural environment; to provide good governance and quality services; to operate with long term sustainability as an achievable goal; to encourage and approve suitable, non-intrusive, sustainable development; and to encourage employment within these frameworks."

Shire of Chittering Values

- Excellence
- Integrity
- · Consistency
- Communication
- Customer focus
- · Ca-operation

- Trust
- Respect
- Valuing our staff
- · Continuous improvement

Council operations as disclosed in this report encompasses the following service orientated activities/programs:

GOVERNANCE - SCHEDULE 4

Administration and operation of facilities and services to elected members of Council, policy determination, public ceremonies and presentations. Other costs relating to tasks of assisting elected members and ratepayers, which do not concern specific council services.

GENERAL PURPOSE FUNDING - SCHEDULE 3

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY - SCHEDULE 5

Supervision of local laws, fire prevention including the provision of six volunteer fire brigades, animal control and the support of local emergency and public safety organisations such as the Chittering Rural Watch.

HEALTH - SCHEDULE 7

Food quality control, immunisation, contributions to medical health and the operation of the Chittering Community Health Centre and the Chittering-Gingin St John Ambulance

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

2. STATEMENT OF OBJECTIVE (Continued)

EDUCATION AND WELFARE - SCHEDULE 8

Operation and control of Senior Services other than housing, vacation swimming classes and youth services. The provision and maintenance of school bus shelters.

HOUSING - SCHEDULE 9

Maintenance of staff and rental housing. Administration and maintenance of community and seniors housing units in a joint venture arrangement with Homeswest.

COMMUNITY AMENITIES - SCHEDULE 10

Operation and control of cemeteries, public conveniences and sanitation services including the Bindoon, Muchea and Wannamal refuse sites. Funding of Town Planning services, drainage schemes and Landcare projects

RECREATION AND CULTURE - SCHEDULE 11

Maintenance of halls, the library and various parks, reserves and other recreation activities and cultural pursuits.

TRANSPORT - SCHEDULE 12

Construction and maintenance of roads, bridges footpaths, drainage works, lighting and cleaning of streets and Department of Transport licensing administration.

ECONOMIC SERVICES - SCHEDULE 13

The regulation and provision of building and extractive industries control, tourism services, area promotion, noxious weed control, community bus operations, business enterprise centre contributions and other economic development initiatives.

OTHER PROPERTY & SERVICES - SCHEDULE 14

Private works carried out by Council, public works and plant operation costs allocation.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

	2011/12	February 2012	
3. ACQUISITION OF ASSETS	Budget	Actual	
The following assets have been acquired during	\$	\$	
the period under review:			
By Program			
Law, Order & Public Safety			
Fire Prevention			
Upper Chittering Shed Improvements	35,220	34,484	
Water Tank - Lower Chittering	5,959	0	
<u>Fire Prevention - ESL</u>			
ESL Capital Requests (contra to grant funding)	12,800	3,640	
Emergency Management			
Motor Vehicle - CESM	41,279	41,279	
Health			
Other Health			
Upgrade to Medical Centre	850,000	4,500	
Education & Welfare			
Other Education			
Bus Shelters x 3	9,390	9,390	
Aged & Disabled Persons - Aged Care			
Day Centre	163,130	0	
Community Amenities			
Sanitation - Household Refuse			
Erection of Shed on Muchea Landfill Site & Land Purchase	40,700	0	
Other Community Amenities			
Bindoon Outside Toilet Upgrade & Septic	143,500	139,925	(Job Level)
Recreation and Culture			
Public Halls, Civic Centres		_	
Wannamal Hall Patio	7,500	0	(Job Level)
Muchea Hall - Limestone Wall	8,000	0	(Job Level)
RFR - Gardener Shed at Muchea Oval for Equipment	21,500	1,214	(Job Level)
Muchea Hall - re-roof	40,000	0	(Job Level)
Chinkabee Disabled Toilet	68,000	0	(Job Level)
Bindoon Hall Paving	14,000	14,570	(Job Level)
Bindoon Hall Fencing	22,884	22,884	(Job Level)
Toilet Upgrade/Tourist Centre Conversion	90,000	0	(Job Level)
Chinkabee Playgroup Extension	25,000	0	(Job Level)
Other Recreation & Sport	49.000	59	(Job Level)
Spoonbill Lake - Playground Equipment	48,000 33,703	33,793	(Job Level)
Softfall matting - John Glenn Park	33,793 13,771	13,771	(Job Level)
Bindooon Oval Lights Upgrade Sussex Bend POS	254,883	13,771	(Job Level)
Sussex belia FOS	204,000	V	(000 E010)

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

ACQUISITION OF ASSETS	2011/12 Budget \$	February 2012 Actual \$	
The following assets have been acquired during the period under review:	¥	\$	
By Program (Continued)			
Transport			
Construction Streets, Roads, Bridges, Depots			
Works Program/Road Construction			
- RRG - Muchea South Road	176,871	0	(Job Level)
 MRWA Direct Funding - Gravel Re-Sheeting 	66, 3 67	9,402	(Job Level)
- Roads to Recovery - Gray Road	135,000	270	(Job Level)
 Roads to Recovery - Ridgetop Ramble 	30,000	194	(Job Level)
 Roads to Recovery - Pioneer Drive 	30,000	194	(Job Level)
- Council - Kelly Street	32,000	3,641	(Job Level)
- Council - Cullalla Road	18,000	18,000	(Job Level)
- Regional Bicycle Network	52,184	0	(Job Level)
- RFR - Muchea South Road	78,000	118	(Job Level)
- RFR - Chittering Valley Road	46,956	46,956	(Job Level)
 RFR - Forrest Hills/Pioneer Drive Intersection 	60,000	11,627	(Job Level)
- RFR - Day Centre Carpark	40,000	0	(Job Level)
- Developers Projects - Byrne Road	135,442	121,344	(Job Level)
- Swan River Nutrient Intervention Project	2,000	0	(Job Level)
Works Program/Bridge Construction			
- MRWA & FAG Bridges - Keating Bridge	351,000	0	(Job Level)
- FAG Bridges - Yozzi Bridge	120,000	0	(Job Level)
Works Program/Drainage Construction			
- RFR - Drainage Const - Ridgetop Ramble & Pioneer Drive	240,548	192,513	(Job Level)
Road Plant Purchases			
Water Tank for Isuzu Truck	90,000	20,000	
Gardener's Ute	33,000	0	
Engineering Technical Officer Vehicle	36,000	0	
Bomag Compactor	12,000	12,000	
Other Property & Services			
Other Property & Services <u>Unclassified</u>			
	18,000	0	

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

3. ACQUISITION OF ASSETS (Continued)	2011/12 Budget \$	February 2012 Actual \$
The following assets have been acquired during the period under review:	·	·
By Class		
Land Held for Resale - Current	0	0
Land Held for Resale - Non Current	0	0
Land	0	0
Land and Buildings	1,560,234	221,217
Furniture and Equipment	81,793	33,852
Plant and Equipment	107,959	32,000
Motor Vehicles	1 1 0,279	41,279
Infrastructure Assets - Roads	850,636	211,746
Infrastructure Assets - Bridges & Culverts	471,000	0
Infrastructure Assets - Footpaths	52,184	0
Infrastructure Assets - Drainage	240,548	192,513
Infrastructure Assets - Parks & Ovals	268,654	13,771
Infrastructure Assets - Other	9,390	9,390
	<u>3,752,678</u>	755,769

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	2011/12 Budget \$	February 2,012 Actual	2011/12 Budget \$	February 2,012 Actual	2011/12 Budget \$	February 2,012 Actual
Transport Cherry Picker Gardeners Ute - CH354 Techinical Officers Ute - Ch510	0 16,624 34,373	0 0 0	10,000 10,000 10,000	0 0 0	10,000 (6,624) (24,373)	0
	50,997	0	30,000	0	(20,997)	0

By Class of Asset	Written Do	own Value	Sale Pr	oceeds	Profit(Loss)
	2011/12 Budget \$	February 2,012 Actual \$	2011/12 Budget \$	February 2,012 Actual \$	2011/12 Budget \$	February 2,012 Actual \$
Plant & Equipment	50,997	0	30,000	0	(20,997)	0
	50,997	0	30,000	0	(20,997)	0

<u>Summary</u>	2011/12 Budget \$	February 2,012 Actual \$
Profit on Asset Disposals	10,000	0
Loss on Asset Disposals	(30,997)	0
·	(20,997)	0

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

5. INFORMATION ON BORROWINGS (a) Debenture Repayments

	Principal	ž	New	Principal	ipal	Principal	cipal	Inte	Interest
	1Jul-11	Lo	Loans	Repayments	nents	Outsta	Outstanding	Repay	Repayments
		2011/12	2011/12	2011/12	2011/12	2011/12	2011/12	2011/12	2011/12
Particulars		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
The state of the s		7	9	9	9	9	o	9	4
Health Loan 79 - Medical Centre	0	850,000	0	0	0	0	0	0	0
Education and Welfare Loan 78 Purchase Land Respite Centre	218.984			69.870	69.870	149.114	149.114	8.794	5.498
-	•				1	-			
Housing Loan 72 Staff Housing Development	257,487			19,396	9,555	238,091	247.932	14.858	7.531
Loan 73 Seniors & Community Housing	79,660			5,415	2,662	74,245	76,998	5,226	
Recreation & Culture	0000				į		i i	6	
Loan /1 Old Roads board building	38,572			12,044	776°C	229,02	32,750	2,294	1,239
Loan 74 Land Acquisition Gray Road	137,727			8,762	4,308	128,965	133,419	9,077	4,587
	732,530	850,000	0	115,487	92,317	617,043	640,213	40,249	21,499

All loan repayments are financed by general purpose income.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

5. INFORMATION ON BORROWINGS (Continued)

-2011/12
Debentures
New [
<u>a</u>

	Amount Borrowed		Institution	Term	Total	Interest	Amount Used	t Used	Balance
				(Years)	Interest &	Rate			Unspent
Particulars/Purpose	Budget	Actual			Charges	%	Budget	Actual	49
	2	,			Ą		<i>A</i>	. ,,	
Loan 79 - Medical Centre	850,000	0	Unknown	10	Unknown	Unknown	0	0	NIL

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

6.	RESERVES	2011/12 Budget \$	February 2012 Actual \$
	Cash Backed Reserves		
(a)	Employee Entitlements Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	156,191 28,252 (5,554) 178,889	156,191 25,012 (5,554) 175,649
(b)	Plant Replacement Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	844 100,045 (49,000) 51,889	844 101,867 0 102,711
(c)	Public Amenities and Buildings Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	268,747 44,199 (195,268) 117,678	268,747 38,719 0 307,466
(d)	Gravel Acquisition Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	56,423 2,981 0 59,404	56,423 1,715 0 58,138
(e)	Community Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	60,154 7,978 (10,000) 58,132	60,154 6,716 0 66,870
(f)	Seniors Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	11,427 4,604 (34,200) (18,169)	11,427 4,421 0 15,848
(g)	Brockman Centre Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	8,280 437 0 8,717	8,280 252 0 8,532
(h)	Public Open Space Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	65,176 3,444 0 68,620	65,176 1,981 0 67,157
(i)	Bindoon Community Bus Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	36,905 1,950 0 38,855	36,906 1,121 0 38,027

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

6.	RESERVES (Continued)	2011/12 Budget \$	February 2012 Actual \$
	Cash Backed Reserves (Continued)		
(I)	Bindoon Cemetery Development Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	27,905 1,474 0 29,379	27,905 848 0 28,753
(k)	Administration Centre Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	123,267 6,513 0 129,780	123,267 3,746 0 127,013
(1)	Recreation Development Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	38,165 2,016 0 40,181	38,165 1,160 0 39,325
(m)	Ambulance Replacement Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	1,008 53 0 1,061	1,008 31 0 1,039
(n)	Waste Management Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	40,454 2,137 (40,000) 2,591	40,454 1,229 0 41,683
(0)	Office Equipment Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	23,162 1,224 0 24,386	23,162 704 0 23,866
(p)	Landcare Vehicles Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	85,939 4,541 0 90,480	85,939 2,612 0 88,551
(q)	Binda Place Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	6,217 328 0 6,545	6,217 189 0 6,406
(r)	Contributions to Roadworks Reserve Opening Balance Amount Set Aside / Transfer to Reserve Amount Used / Transfer from Reserve	30,699 1,624 0 32,323	30,699 931 0 31,630
	Total Cash Backed Reserves	920,741	1,228,664

All of the above reserve accounts are to be supported by money held in financial institutions.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

6. RESERVES (Continued)	2011/12 Budget \$	February 2012 Actual \$
Cash Backed Reserves (Continued)		
Summary of Transfers To Cash Backed Reserves Transfers to Reserves		
Employee Entitlement Reserve Plant Replacement Reserve Public Amenities and Buildings Gravel Acquisition Community Housing Seniors Housing Brockman Centre Precinct Public Open Space Bindoon Community Bus Cemetery Development Administration Centre Recreation Development Ambulance Replacement Waste Management Office Equipment Landcare Vehicles Binda Place Contributions to Roadworks	28,252 100,045 44,199 2,981 7,978 4,604 437 3,444 1,950 1,474 6,513 2,016 53 2,137 1,224 4,541 328 1,624	25,012 101,867 38,719 1,715 6,716 4,421 252 1,981 1,121 848 3,746 1,160 31 1,229 704 2,612 189 931
Transfers from Reserves		
Employee Entitlement Reserve Plant Replacement Reserve Public Amenities and Buildings Gravel Acquisition Community Housing Seniors Housing Brockman Centre Precinct Public Open Space Bindoon Community Bus Cemetery Development Administration Centre Recreation Development Ambulance Replacement Waste Management Office Equipment Landcare Vehicles Binda Place Contributions to Roadworks	(5,554) (49,000) (195,268) 0 (10,000) (34,200) 0 0 0 0 0 0 (40,000) 0 0 0	(5,554) 0 0 0 0 0 0 0 0 0 0 0 0 0 0
Total Transfer to/(from) Reserves	(120,222)	187,700

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

6. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Employee Entitlements Reserve

- to be used to fund employee accumulated annual, sick, long service leave and empoyee gratuities Plant Replacement Reserve
- to be used to fund plant purchases, trades or major overhauls

Muchea Hall Reserve

- to be used to fund scheduled or agreed maintenance or improvements on this hall Bindoon Hall Reserve
- to be used to fund scheduled or agreed maintenance or improvements on this hall Wannamal Hall Reserve
- to be used to fund scheduled or agreed maintenance or improvements on this hall
- Chinkabee Hall Reserve - to be used to fund scheduled or agreed maintenance or improvements on this hall
- Lower Chittering Hall Reserve - to be used to fund scheduled or agreed maintenance or improvements on this hall Public Amenities and Buildings Reserve
- to be used to fund future public amenities maintenance requirements of Council **Gravel Acquisition Reserve**
- to be used to fund the purchase of gravel or land containing gravel

Community Housing Reserve

 to be used to fund repairs, improvements or extensions to community units Seniors Housing Reserve

- to be used to fund repairs, improvements or extensions to seniors units

Brockman Centre Precinct Reserve

- to be used to fund scheduled or agreed maintenance or improvements on this half **Public Open Space Reserve**
- to be used to fund public open space developments in accordance with developer precincts **Bindoon Community Bus Reserve**
- to be used to fund the shortfall on operations of the bus and to allow for its eventual replacement Bindoon Cemetery Development Reserve
- to be used to fund the development or acquisition of cemetery land or facilities

Administration Centre Reserve

- to be used to fund major improvement or construction of Council's administrative building requirements **Recreation Development Reserve**
- to be used to fund the development or acquisition of recreation land or facilities

Ambulance Replacement Reserve

- to be used to contribute towards the cost of purchasing or replacing an Ambulance

Waste Management Reserve

- to be used to fund the replacement of landfill sites and rehabilitation of existing landfill sites

Office Equipment Reserve

- to be used for the replacement of office equipment

Landcare Vehicles Reserve

- to be used for the financing of Landcare vehicles

Binda Place Reserve

- to be used for Car parking in Binda Place

Contributions to Roadworks Reserve

- to be used for future roadworks

All reserves are not expected to be used within a set period as further transfers to the reserve accounts are expected as funds are utilised.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

		2010/11 B/Fwd Per 2011/12 Budget \$	2010/11 B/Fwd Per Financial Report \$	February 2012 Actual \$
7.	NET CURRENT ASSETS	•	·	
	Composition of Estimated Net Current Asset Position			
	CURRENT ASSETS			
	Cash - Unrestricted Cash - Restricted Unspent Grants Cash - Restricted Unspent Loans Cash - Restricted Reserves Investments Rates - Current Sundry Debtors Accrued Income/Payments in Advance GST Receivable Provision For Doubtful Debts Inventories	29,901 0 0 920,742 42,500 160,000 50,000 0 (5,000) (3,685) 6,500 1,200,958	466,215 793,734 0 1,040,963 42,500 166,940 225,369 0 (3,685) 7,574 2,739,610	1,555,328 383,733 0 1,228,664 42,500 566,629 107,266 0 (3,685) 503 3,880,938
	LESS: CURRENT LIABILITIES			
	Sundry Creditors Income Received in Advance Payroll Creditors GST Payable Accued Expenditure Leave Provisions	(150,000) (9,840) 0 (30,000) 0 (267,002) (456,842)	(194,954) (9,840) 0 4,165 0 (272,002) (472,631)	(14,228) (38,223) 0 (38,985) 0 (267,867) (359,303)
	NET CURRENT ASSET POSITION	744,116	2,266,979	3,521,635
	Less: Cash - Reserves - Restricted Less: Cash - Unspent Grants - Restricted Add Back: Liabilities Supported by Reserves Adjustment for Trust Transactions Within Muni	(920,742) 0 178,889 0	(1,040,963) 0 156,191 0	(1,228,664) 0 175,649 0
	ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	2,263	1,382,207	2,468,620

SHIRE OF CHITTERING

Attachment 3

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

8. RATING INFORMATION

RATE TYPE	Rate in	Number of Properties	Rateable Value \$	2011/12 Rate Revenue \$	2011/12 Interim Rates \$	2011/12 Back Rates \$	2011/12 Total Revenue \$	2011/12 Budget \$
General Rate								
GRV - General Rate	10.6916	300	6,474,474	692,225	1,185	이	693,410	692,225
UV - General Rate	0.4528	1,917	676,880,000	3,064,913	25,095	0	3,090,008	3,095,167
Sub-Totals		2,217	683,354,474	3,757,138	26,280	0	3,783,418	3,787,392
	Minimum							
Minimum Rates	\$						****	
GRV - General Rate	500	9	32,154	4,500	0	0]	4,500	4,500
UV - General Rate	750	392	5 0, 101,215	294,000	0	0	294,000	294,000
Sub-Totals		401	50,133,369	298,500	0	0	298,500	298,500
Specified Area Rates							0	0
							4,081,918	4,085,892
Discounts							o	0
Movement in Excess Rates							(28,072)	(28,072)
Totals							4,053,846	4,057,820

All land except exempt land in the Shire of Chittering is rated according to its Gross Rental Valua (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2011/12 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

9. TRUST FUNDS

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

Detail	Balance 01-Jul-10 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
BCITF Levy	0	18,750	(14,674)	4,076
BRB Levy	0	6,038	(4,544)	1,494
Bonds - Key & Hall Hire	1,010	. 0	(555)	455
Bonds - Animal Control	100	50	` ó	150
Bonds - Extractive Industries	25,402	356	0	25,758
Bonds - Developer	141,654	123,613	(56,637)	208,630
Bonds - Community Bus Hire	517	901	(901)	517
Bonds - Crossovers	10,732	11,164	Ó	21,896
Extractive Industry Licences	4,180	0	(300)	3,880
Revegetation of Block Trust	0	22,196	0	22,196
Bonds - Pit Rehabilitation	8,868	123	0	8,991
Bonds - Seal Coat	313,648	43,809	(87,322)	270,135
Bonds - Sand Extraction	251	0	0	251
Bonds - Defect Roadworks	106,162	4,365	0	110,527
Bonds - Transportable Buildings	10,018	74	(10,092)	0
Bonds - Community Housing	704	480	0	1,184
Bonds - Staff Housing	1,070	0	0	1,070
Unclaimed Monies Trust	394	5	0	399
Nominations - Elected Members	0	640	(640)	0
	624,710	232,564	(175,665)	681,609

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

10. OPERATING STATEMENT

	February		
	2012	2011/12	2010/11
	Actual	Budget	Actual
OPERATING REVENUES	\$	\$	\$
Governance	35,752	30,688	62,126
General Purpose Funding	4,773,177	4,980,692	4,884,570
Law, Order, Public Safety	214,463	295,794	396,565
Health	20,006	34,668	30,487
Education and Welfare	1,420	125,930	7,420
Housing	67,039	103,840	95,878
Community Amenities	280,209	377,185	431,782
Recreation and Culture	7,888	437,615	113,055
Transport	122,724	816,082	1,690,242
Economic Services	82,896	146,448	194,001
Other Property and Services	52,132	58,750	75,868
TOTAL OPERATING REVENUE	5,657,706	7,407,693	7,981,995
OPERATING EXPENSES			
Governance	311,743	556,132	526,496
General Purpose Funding	154,793	247,401	233,312
Law, Order, Public Safety	568,265	871,456	705,180
Health	131,141	207,836	235,908
Education and Welfare	45,961	85,847	60,837
Housing	176,109	273,131	202,578
Community Amenities	888,367	1,356,202	1,292,282
Recreation & Culture	494,994	955,483	699,828
Transport	1,440,474	2,364,223	2,207,959
Economic Services	331,086	565,758	511, 4 54
Other Property and Services	50,651	70,011	22,345
TOTAL OPERATING EXPENSE	4,593,584	7,553,479	6,698,180
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	1,064,122	(145,786)	1,283,815

SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

11. BALANCE SHEET

	February 2012 Actual \$	2010/11 Actual \$
CURRENT ASSETS		
Cash and Cash Equivalents	3,167,725	2,300,912
Trade and Other Receivables	670,210	388,623
Inventories	503	7,574
Other Financial Assets	42,500	42,500
TOTAL CURRENT ASSETS	3,880,938	2,739,609
NON-CURRENT ASSETS		
Other Receivables	34,837	34,837
Inventories	0	0
Property, Plant and Equipment	9,832,982	9,950,977
Infrastructure	41,006,734	41,222,165
TOTAL NON-CURRENT ASSETS	50,874,553	51,207,979
TOTAL ASSETS	54,755,491	53,947,588
CURRENT LIABILITIES		
Trade and Other Payables	91,435	251,202
Long Term Borrowings	23,171	115,488
Provisions	267,867	272,001
TOTAL CURRENT LIABILITIES	382,473	638,691
NON-CURRENT LIABILITIES		
Trade and Other Payables	0	0
Long Term Borrowings	617,042	617,042
Provisions	46,916	46,916
TOTAL NON-CURRENT LIABILITIES	663,958	663,958
TOTAL LIABILITIES	1,046,431	1,302,649
NET ASSETS	53,709,060	52,644,939
EQUITY		
Retained Surplus	36,792,508	35,916,088
Reserves - Cash Backed	1,228,664	1,040,963
Reserves - Asset Revaluation	15,687,888	15,687,888
TOTAL EQUITY	53,709,060	52,644,939
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SHIRE OF CHITTERING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

12. FINANCIAL RATIOS

	2012	2011	2010	2009
Current Ratio	10.968	1.820	1.600	3.300

current assets minus restricted current assets
current liabilities minus current liabilities associated with restricted assets

This ratio is a measure of short term (unrestricted) liquidity. That is, the ability of Council to meet its liabilities (obligations) as and when they fall due.

A ratio of greater than one (100%) indicates Council has more current assets than current liabilities.

If less than one (100%), current liabilities are greater than current assets and Council has a short term funding issue.

SHIRE OF CHITTERING FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012 Report on Significant variances Greater than 10% and \$10,000

REPORTABLE OPERATING REVENUE VARIATIONS	
Governance - \$19,509	
Members is less than YTD budget due to no reimbursements	(500)
Other Governance is higher than YTD due to rebates from LGIS & WALGA	20,009
Economic Services - (\$12,670)	
Tourism is higher due to reimbursements to date	392
Building Control is less due to less building licence fees collected to date	(11,188)
Econ Dev is due to less contributions from Shire of VP (less expenses as well)	(813)
Other Econ Serv is less due to income from extractive industries and bus hire	(1,061)
Other Property & Services - \$11,849	
Private Works is higher due to works being undertaken	9,719
POC is higher due to additional fuel rebate	1,556
S&W is higherdue to parental leave payments to date	3,744
Uncl is less due to not receiving income to date	(3,170)

REPORTABLE OPERATING EXPENSE VARIATIONS

Public Halls is less due to timing variance to YTD budget	54,839
Other Rec & Sport is due to timing variance to YTD budget and works program	47,031
Libraries is less due to timing variation to YTD budget	5,968
Heritage is less due to timing variance to YTD budget	12,337
Other Culture is less due to not all community grants being paid to date	25,319

Economic Services - \$55,834

22,808
23,595
1,890
5,550
1,991

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase Land and Buildings - Variance (\$35,649)

Projects have commenced and are higher than YTD forecast

Purchase Furniture & Equipment - Variance (\$59)

Playground Equipment for Aquila Reserve has been ordered

Purchase Plant & Equipment - Variance (\$20,000)

Water Tank for Truck - Deposit Paid

Purchase Infrastructure - Assets - Roads - Variance \$48,159

Capital projects have commenced but less than YTD budget

Purchase Infrastructure - Drainage - Variance (\$32,145)

Projects have commenced and are higher than YTD forecast

Purchase Infrastructure - Parks & Ovals - Variation \$169,920

Bindoon Oval lights upgrade has been completed, awaiting completion of other projects

For individual projects please refer to Note 3 in the financial statements

SHIRE OF CHITTERING

SCHEDULE 02 - GENERAL FUND SUMMARY Financial Statement for Period Ended 29 February 2012

MUNICIPAL FUND		Buc	Budget YTD Budget			YTD Actual		
		Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure	
ADEDITING.		\$	\$	\$	\$	\$	\$	
OPERATING	00	1 000 000 45	047 404 40	4 744 475 45	150,633.68	\$ 770 476 CO	154,792.0	
General Purpose Funding	03	4,980,692.15	247,401.10	4,744,475.15		4,773,176.62		
Governance	04	30,688.42	556,131.70	16,243.22	325,426.27	35,752.21	311,742.	
ew, Order, Public Safety	05	295,793.97	871,456.07	222,843.90		214,462.82	568,264.	
-tealth	07	34,668.00	207,836.10	19,232.00	145,047.44	20,006.19	131,140.0	
ducation & Welfare	08	125,930.00	85,847.44	4,664.00		1,420.00	45,960.	
fousing	09	103,840.00	273,130.52	69,754.00			176,109.	
Community Amenities	10	377,185.00	1,356,201.74	288,212.39	942,077.38	280,209.13	888,367.	
Recreation & Culture	11	437,615.00	955,482.67	7,648.00	640,488.18	7,888.20	494,993.	
ransport	12	816,082.42	2,364,222.66	131,107.00	1,544,845.44	122,723.51	1,440,473.	
Economic Services	13	146,447.54	565,757.67	95,566.00	386,919.88	82,896.44	331,086.	
Other Property & Services	14	58,750.20	70,011.39	40,283.00	40,666.00	52,132.32	50,653.	
TOTAL - OPERATING		7,407,692.70	7,553,479.06	5,640,028.66	5,016,281.08	5,657,706.71	4,593,585.0	
CAPITAL								
General Purpose Funding	03	0.00	55,000.00	0.00	36,664.00	0.00	34,454.	
Bovernance	04	5,553.85	20,000.00	5,553.85	20,000.00	5,553.85	20,000.	
aw, Order, Public Safety	05	0.00	95,258.71	0.00	89,299.62	0.00	79,403.	
lealth	07	0.00	850,000.00	0.00	5,000.00	0.00	4,500.	
Education & Welfare	98	34,200.00	242,390.00	0.00	79,260.00	0.00	79,259.	
lousing	09	10,000.00	33,611.00	0.00	21,204.00	0.00	21,017.	
community Amenities	10	183,500.00	184,200.00	0.00	95,664.00	0.00	139,925.	
Recreation & Culture	11	51,768.00	698,137.25	0.00	297,781.00	0.00	126,520.	
ransport	12	49,000.00	1,885,368.00	0.00	532,273.00	0.00	536,259.	
conomic Services	13	0.00	0.00	0.00	0.00	0.00	0.	
Other Property & Services	14	0.00	18,000.00	0.00	0.00	0.00	0.	
OTAL - CAPITAL		334,021.85	4,081,964.96	5,553.85	1,177,145.62	5,553.85	1,041,340.	
		7,741,714.55	11,635,444.02	5,645,582.51	6,193,426.70	5,663,260.56	5,634,925.	
		1,141,114.00		0,040,002.01		0,000,200.00		
ess Depreciation Written Back			(1,645,143.12)		(1,096,680.00)		(1,089,193.4	
ess Profit/Loss Written Back		(10,000.00)	(30,997.00)	0.00	0.00	0.00	0.	
ess Movement in Accrued Interest	93010		3,384.88		0.00		3,384.	
ess Movement in Salaries & Wages	93020		47,187.08		0.00		47,187.	
ess Movement in Non Current Annual Leave Provision			0.00		0.00		0.	
ess Movement in Non Current LSL Provision	94210		0.00		0.00		0.	
ess Movement in LSL Reserve Receipts	95101		(23,771.91)		0.00		(25,012.3	
ess Movement in LSL Reserve Payments	95102		5,553.85		0.00		5,553.	
ess Movement in Deferred Liabilities	94120		0.00		0.00		0.	
lus Proceeds from Sale of Assets		30,000.00		0.00		0.00		
lus Proceeds from New Loans		850,000.00		0.00		0.00		
lus Transfer from Restricted Cash (Other)		0.00		0.00		0.00		
OTAL REVENUE & EXPENDITURE		8,611,714.55	9,991,657.80	5,645,582.51	5,096,746.70	5,663,260.56	4,576,845.	
urplus/Deficit July 1st B/Fwd		1,382,207.02		1,382,207.02		1,382,206.46	4 == 2 4	
		9,993,921.57	9,991,657.80	7,027,789.53	5,096,746.70	7,045,467.02	4,576,845.	
urplus/Deficit C/Fwd			2,263.77		1,931,042.83		2,468,621.	
		9,993,921.57	9,993,921.57	7,027,789.53	7,027,789.53	7,045,467.02	7,045,467.	

SHIRE OF CHITTERING

SCHEDULE 02 - GENERAL FUND SUMMARY Financial Statement for Period Ended 29 February 2012

SURPLUS/DEFICIT SUMMARY C/FWD REPRESENTED BY:

Cash at Bank & On Hand Municipal Fund Bank Account 91000 1,393,161.61 400.00 1,000			29/02/2012	
Municipal Fund Bank Account 91000 1,938,161.61 1,000 1,938,061.61 1,000			YTD Act	uals
Office Petty Cash 91003 400.00 1,933,061.61 Restricted Assets - Reserves Restricted Cash - Employee Embluements Reserve 91010 175,649.49 1,939,061.61 Restricted Cash - Public Amerillas & Buildings Reserve 91011 102,710.86 6 Restricted Cash - Public Amerillas & Buildings Reserve 91019 66,686.96 8 Restricted Cash - Saniors Housing Reserve 91019 66,686.96 8 Restricted Cash - Saniors Housing Reserve 91021 8,531.23 8 Restricted Cash - Bindoon Community Bus Reserve 91021 8,531.23 8 Restricted Cash - Administration Centre Reserve 91023 38,027.10 8,531.23 Restricted Cash - Administration Centre Reserve 91023 38,027.10 22,755.03 Restricted Cash - Administration Centre Reserve 91025 127,013.20 28,755.03 Restricted Cash - Administration Centre Reserve 91027 1,038.76 41,683.56 Restricted Cash - Ambulance Replacement Reserve 91027 1,038.76 41,683.56 Restricted Cash - Unspent Grants & Contributions 91029 23,865.37 <		04000	4 000 404 04	
Office Petity Cash 91004 500.00 1,939,061.61	•			
Restricted Assete - Reserves Restricted Cash - Employee Entitlements Reserve 91010 Restricted Cash - Plant Replacement Reserve 91011 Restricted Cash - Public Amerillas & Buildings Reserve 91017 Restricted Cash - Oraneul Neurolita & Buildings Reserve 91017 Restricted Cash - Oraneul Neurolita & Buildings Reserve 91018 Restricted Cash - Seniors Housing Reserve 91019 Restricted Cash - Seniors Housing Reserve 91020 Restricted Cash - Seniors Housing Reserve 91021 Restricted Cash - Public Open Space Reserve 91022 Restricted Cash - Public Open Space Reserve 91022 Restricted Cash - Bindoon Community Bus Reserve 91023 Restricted Cash - Bindoon Community Bus Reserve 91023 Restricted Cash - Administration Centre Reserve 91024 Restricted Cash - Administration Centre Reserve 91025 Restricted Cash - Administration Centre Reserve 91025 Restricted Cash - Administration Centre Reserve 91026 Restricted Cash - Administration Reserve 91027 Restricted Cash - Administration Reserve 91027 Restricted Cash - Administration Reserve 91027 Restricted Cash - Administration Reserve 91028 Restricted Cash - Maste Management Reserve 91027 Restricted Cash - Maste Management Reserve 91028 Restricted Cash - Diffee Equipment Reserve 91029 Restricted Cash - Landcare Vehicles Reserve 91030 Restricted Cash - Landcare Vehicles Reserve 91030 Restricted Cash - Landcare Vehicles Reserve 91033 Restricted Cash - Contributions 91032 Restricted Cash - Contributions 1032 Restricted Cash - Contributions 1033 Restricted Cash - Contributions 1033 Restricted Cash - Contributions 1033 Restrict				4 000 004 04
Restricted Cash - Employee Emblement Reserve 91010 175,649,49 Restricted Cash - Plant Replacement Reserve 91011 102,710,86 Restricted Cash - Public Amenillias & Buildings Reserve 91017 307,466,11 Restricted Cash - Community Housing Reserve 91019 66,869,86 68,698,86 88,511,23	Office Petty Cash	91004	500.00	1,939,061.61
Restricted Cash - Plant Replacement Reserve 91011 Restricted Cash - Public Amerilias & Buildings Reserve 91018 Restricted Cash - Gravel Acquisition Reserve 91018 Restricted Cash - Gravel Acquisition Reserve 91021 Restricted Cash - Brockman Centre Precinct Reserve 91020 Restricted Cash - Seniors Housing Reserve 91020 Restricted Cash - Brockman Centre Precinct Reserve 91021 Restricted Cash - Public Open Space Reserve 91022 Restricted Cash - Bindoon Community Bus Reserve 91023 Restricted Cash - Bindoon Community Bus Reserve 91023 Restricted Cash - Bindoon Cembera Development Reserve 91025 Restricted Cash - Bindoon Cembera Development Reserve 91025 Restricted Cash - Bindoon Cembera Development Reserve 91026 Restricted Cash - Recreation Development Reserve 91026 Restricted Cash - Recreation Development Reserve 91026 Restricted Cash - Recreation Development Reserve 91026 Restricted Cash - Wate Management Reserve 91028 Restricted Cash - Wate Management Reserve 91028 Restricted Cash - Unspent Grants & Contributions 91032 Restricted Cash - Unspent Grants & Contributions 91032 Restricted Cash - Lundcare Vehicles Reserve 91030 Restricted Cash - Unspent Grants & Contributions 91032 Restricted Cash - Contributions to Roadworks Reserve 91030 Restricted Cash - Contributions to Roadworks Reserve 91031 Restricted Cash - Contributions to Roadworks Reserve 91030 Restricted Cash - Contributions to Roadworks Reserve 91031 Restricted Cash - Contributions to Roadworks Reserve 91030 Restricted Cash - Contributions 1030 Restricted Cash - Contributions 1030 Restricted Cash - Contributions 1030 Reservables Restricted Cash - Contributions 1030 Restricted Cash - Crist Shares 91100 Restricted Cash - Contributions 91105 Restricted Cash - Contributions 91105 Restricted Cash - Contributions 91106 Restricted Cash - Contr	Restricted Assets - Reserves			
Restricted Cash - Plant Replacement Reserve 91011	Restricted Cash - Employee Entitlements Reserve	91010	175,649,49	
Restricted Cash - Public Amenitias & Buildings Reserve 91017 Restricted Cash - Community Housing Reserve 91018 Restricted Cash - Seniors Housing Reserve 91021 Restricted Cash - Brothman Cantre Precinct Reserve 91021 Restricted Cash - Brothman Cantre Precinct Reserve 91022 Restricted Cash - Brothman Cantre Precinct Reserve 91022 Restricted Cash - Brothman Cantre Precinct Reserve 91022 Restricted Cash - Brothman Cantre Precinct Reserve 91023 Restricted Cash - Brothman Cantre Precinct Reserve 91024 Restricted Cash - Brothman Cantre Precinct Reserve 91025 Restricted Cash - Administration Centre Reserve 91026 Restricted Cash - Administration Centre Reserve 91026 Restricted Cash - Administration Centre Reserve 91027 Restricted Cash - Ambulance Replacement Reserve 91027 Restricted Cash - Ambulance Replacement Reserve 91028 Restricted Cash - Maste Management Reserve 91028 Restricted Cash - Contributions 91032 Restricted Cash - Landcare Vehicles Reserve 91030 Restricted Cash - Londcare Vehicles Reserve 91030 Restricted Cash - Londcare Vehicles Reserve 91031 Restricted Cash - Contributions to Roadworks Reserve 91034 Restricted Cash - Centributions 91034 Restricted Cash - Centributions 91034 Restricted Cash - Ce		91011	102,710,86	
Restricted Cash - Community Housing Reserve 91018 66,869,865 Restricted Cash - Community Housing Reserve 91021 15,847.71 15,445.71 15,		91017	307,466,11	
Restricted Cash - Community Housing Reserve 91019 66,869.86 Restricted Cash - Sanlors Housing Reserve 91020 15,847.71 Restricted Cash - Brockman Centre Precinct Reserve 91021 8,531.23 Restricted Cash - Public Open Space Reserve 91022 30,271.01 20 30,271.01 30,				
Restricted Cash - Sentors Housing Reserve 91020 8,531.23 Restricted Cash - Public Open Space Reserve 91021 8,531.23 8,7,156.55.55 8,7,156.55 8,			The second of th	
Restricted Cash - Brockman Centre Precinct Reserve 91022				
Restricted Cash - Bublic Open Space Reserve 91022 33,027.10 38,027.10				
Restricted Cash - Bindoon Community Bus Reserve 91024 28,753.03 Restricted Cash - Bindoon Cemetery Development Reserve 91025 28,753.03 Restricted Cash - Administration Centre Reserve 91025 39,325.16 Restricted Cash - Administration Centre Reserve 91026 39,325.16 Restricted Cash - Ambulance Replacement Reserve 91027 1,038.76 Restricted Cash - Waste Management Reserve 91028 41,683.56 Restricted Cash - Waste Management Reserve 91028 41,683.56 Restricted Cash - Office Equipment Reserve 91030 88,550.12 Restricted Cash - Unspent Grants & Contributions 91032 0.00 Restricted Cash - Unspent Grants & Contributions 91032 0.00 Restricted Cash - Dinda Place Reserve 91033 6,405.96 Restricted Cash - Binda Place Reserve 91034 31,631.64 1,228,663.70 Investments Restricted Cash - CFS Shares 91031 42,500.00 42,500.00 42,500.00 Restricted Cash - CFS Shares 91031 7,063.24 Rates Debtor - Rates 91100 471,664.66 Rates Debtor - Legal Charges 91104 39,541.09 30,364.32 Rates Debtor - Legal Charges 91105 30,364.32 Rates Debtor - Legal Charges 91105 30,364.32 Rates Debtor - Legal Charges 91106 18,005.35 Sundry Debtors Control 91110 101,473.68 91101			 A supplied to the control of the contr	
Restricted Cash - Administration Centre Reserve 91025 127,013.20			The second secon	
Restricted Cash - Administration Centre Reserve 91025 127,013.20 Restricted Cash - Recreation Development Reserve 91027 39,325.16 Restricted Cash - Ambulance Replacement Reserve 91027 1,038.76 Restricted Cash - Weste Management Reserve 91028 41,683.56 Restricted Cash - Union Equipment Reserve 91029 23,865.37 Restricted Cash - Landcare Vehiclas Reserve 91030 88,550.12 Restricted Cash - Landcare Vehiclas Reserve 91033 6,405.96 Restricted Cash - Contributions to Roadworks Reserve 91034 31,631.94 1,228,663.70 Investments Restricted Cash - Contributions to Roadworks Reserve 91033 6,405.96 42,500.00 Receivables 81030 42,500.00 42,500.00 42,500.00 Receivables 91031 42,500.00 42,500.00 Restricted Cash - CFS Shares 91031 42,500.00 42,500.00 Receivables 91007 471,654.66 42,500.00 Ralsa Debtor - Rates 9100 471,654.66 42,500.00 Rales Debtor - Health Act Rate 91103				
Restricted Cash - Recreation Development Reserve 91026 39,325.16				
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Receivables Ratas Debtor - Rates Ratas Debtor - Rates Ratas Debtor - Rates Rates Debtor - Rates Rates Debtor - Legal Charges States Debtor - ESL States Debtor - States Rebetor - States Rebetor States Rebetor - States Rebetor	lavantmente			
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Rates Debtor - Interest/Admin Charges 91105 30,364.32 Rates Debtor - ESL 91106 18,005.35 Sundry Debtors Control 91110 101,473.68 Pensioner Rates Rebate Allowed 91111 685,298.04 Pensioner Rates Rebate Received 91112 (679,553.23) ESL Pensioner Rates Rebate Received 91114 (32,693.36) ESL Pensioner Fates Rebate Received 91114 (32,693.36) Less Provision For Doubtful Debtors 91116 (3,685.31) 670,209.67 Stock on Hand UNCL - Bulk Fuel Purchased 63032 75,896.41 VARIANDER GROUPS (82,968.05) UNCL - Less Fuel & Oils Allocated To Plant 63042 (82,968.05) 82,968.05) Stock On Hand - Fuels & Oils 91200 7,574.35 75,896.41 UNCL - Less Fuel & Oils Allocated To Plant 63042 (82,968.05) 82,968.05) Stock On Hand - Fuels & Oils 91200 7,574.35 75,896.41 UNCL - Less Fuel & Oils Allocated To Plant 63042 (82,968.05) 75,896.41 UNCL - Less Fuel & Oils Allocated To Plant 63042 (82,968.05) <td>Rates Debtor - Health Act Rate</td> <td>91103</td> <td>7,063.24</td> <td></td>	Rates Debtor - Health Act Rate	91103	7,063.24	
Rates Debtor - ESL 91106 18,005.35 Sundry Debtors Control 91110 101,473.68 Pensioner Rates Rebate Allowed 91111 685,298.04 Pensioner Rates Rebate Received 91112 (679,553.23) ESL Pensioner Rates Rebate Allowed 91113 32,641.19 ESL Pensioner Rates Rebate Received 91114 (32,693.36) Less Provision For Doubtful Debtors 91116 (3,685.31) 670,209.67	Rates Debtor - Legal Charges	91104	39,541.09	. A Libraria
Rates Debtor - ESL 91106 18,005.35 Sundry Debtors Control 91110 101,473.68 Pensioner Rates Rebate Allowed 91111 685,298.04 Pensioner Rates Rebate Received 91112 (679,553.23) ESL Pensioner Rates Rebate Allowed 91113 32,641.19 ESL Pensioner Rates Rebate Received 91114 (32,693.36) Less Provision For Doubtful Debtors 91116 (3,685.31) 670,209.67	Rates Debtor - Interest/Admin Charges	91105	30,364.32	
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Stock on Hand				670.209.67
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UNCL - Less Fuel & Oils Allocated To Plant Stock On Hand - Fuels & Oils 91200 7,574.35 History Books For Resale 91210 0.00 502.71 TOTAL CURRENT ASSETS 3,880,937.69 Payables Sundry Creditors Control 93000 0.00 ESL Levied / Payable 93001 (14,227.50) Accrued Creditors Advance (Excess) 93030 (28,382.54) Revenue Received In Advance (Excess) 93031 (9,840.00) Gst Asset (Claimable) 93041 27,858.44 Gst Liability (Payable) 93042 (5,059.13) Paya (Payable - Credit) 93043 (1,225,649.79) Fringe Benefits Tax (Payable) 93044 0.00 Paya (Payable - Debit) 93046 1,163,865.72 DPI - Licensing 93060 0.00 (91,434.80) Leave Provisions (Non Cash Backed) Provision For Annual Leave 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)	Stock on Hand			
Stock On Hand - Fuels & Oils	UNCL - Bulk Fuel Purchased	63032		N. 174
History Books For Resale 91210 0.00 502.71	UNCL - Less Fuel & Oils Allocated To Plant	63042	(82,968.05)	
TOTAL CURRENT ASSETS 3,880,937.69	Stock On Hand - Fuels & Oils	91200	7,574.35	11.
Payables 93000 0.00 ESL Levied / Payable 93001 (14,227.50) Accrued Creditors 93002 0.00 Rate Payments Received in Advance (Excess) 93030 (28,382.54) Revenue Received In Advance 93031 (9,840.00) Gst Asset (Claimable) 93041 27,858.44 Gst Liability (Payable) 93042 (5,059.13) Payg (Payable - Credit) 93043 (1,225,649.79) Fringe Benefits Tax (Payable) 93044 0.00 Payg (Payable - Debit) 93046 1,163,865.72 DPI - Licensing 93060 0.00 (91,434.80) Leave Provisions (Non Cash Backed) 9320 (197,051.27) Provision For Annual Leave 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)	History Books For Resale	91210	0.00	502.71
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Rate Payments Received In Advance (Excess) 93030 (28,382.54) Revenue Received In Advance 93031 (9,840.00) Gst Asset (Claimable) 93041 27,858.44 Gst Liability (Payable) 93042 (5,059.13) Payg (Payable - Credit) 93043 (1,225,649.79) Fringe Benefits Tax (Payable) 93044 0.00 Payg (Payable - Debit) 93046 1,163,865.72 DPI - Licensing 93060 0.00 (91,434.80) Leave Provisions (Non Cash Backed) Provision For Annual Leave 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)	ESL Levied / Payable	93001	(14,227.50)	
Revenue Received In Advance 93031 (9,840.00)	Accrued Creditors	93002	0,00	
Revenue Received In Advance 93031 (9,840.00)	Rate Payments Received in Advance (Excess)	93030	(28,382.54)	
Gst Asset (Claimable) 93041 27,858.44 Gst Liability (Payable) 93042 (5,059.13) Payg (Payable - Credit) 93043 (1,225,649.79) Fringe Benefits Tax (Payable) 93044 0.00 Payg (Payable - Debit) 93046 1,163,865.72 DPI - Licensing 93060 0.00 (91,434.80) Leave Provisions (Non Cash Backed) Provision For Annual Leave 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)		93031	(9,840.00)	
Gst Liability (Payable) 93042 (5,059.13) Payg (Payable - Credit) 93043 (1,225,649.79) Fringe Benefits Tax (Payable) 93044 0.00 Payg (Payable - Debit) 93046 1,163,865.72 DPI - Licensing 93060 0.00 (91,434.80) Leave Provisions (Non Cash Backed) Provision For Annual Leave 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)				
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Payg (Payable - Debit) 93046 1,163,865,72				
DPI - Licensing 93060 0.00 (91,434.80) Leave Provisions (Non Cash Backed) 9320 (197,051.27) Provision For Annual Leave 9321 (70,815.66)				
Leave Provisions (Non Cash Backed) 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)	10 ()			(91,434,80)
Provision For Annual Leave 9320 (197,051.27) Provision For Long Service Leave 9321 (70,815.66)	_			(- ·1 · > 1 · o 4 · o 4)
Provision For Long Service Leave 9321 (70,815.66)	Leave Provisions (Non Cash Backed)			
· · · · · · · · · · · · · · · · · · ·	Provision For Annual Leave	9320	(197,051.27)	
Restricted Cash - Employee Entitlements Raserve 91010 175,649.49 (92,217.44)	Provision For Long Service Leave	9321	(70,815.66)	
	Restricted Cash - Employee Entitlements Raserve	91010	175,649.49	(92,217.44)

30/06/2	011
Prior Year	Actuals
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400.00	4 250 040 22
500.00	1,259,949.32
450 404 00	
156,191.02 843.96	
268,747.03	
56,423.38	
60,153.54 11,426.81	
8,279.63	
65,175,96 36,905.86	
27,905.05	
123,267.36	
38,165.38	
1,008.10 40,454.21	
23,161.54	
85,938.60 0.00	
6,216.82	
30,698.85	1,040,963.10
42,500.00	42,500.00
112,192.77	
4,161.95 21,864.88	
23,347.40	
5,372.68	
218,640.82 573,901.18	
(567,256.72)	
26,986.46	
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(129,160.03)	
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(879,048.46) 0.00	
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0.00	(200,629.37)
4407 454 65	
(197,051.27)	
(74,950.71) 156,191.02	(115,810.96)
100,101,02	

Attachment 4

SHIRE OF CHITTERING

SCHEDULE 02 - GENERAL FUND SUMMARY Financial Statement for Period Ended 29 February 2012

SURPLUS/DEFICIT SUMMARY C/FWD REPRESENTED BY (Continued):

Reserves

RESERVES - CASH BACKED

951

TOTAL CURRENT LIABILITIES

Adjustments

Trust Transactions Within Muni (Liabilities - Assets)

NET CURRENT ASSETS

2012 cluais
(1,228,663.70)
(1,412,315.94)
0.00
2,468,621.75

30/06/2010 Prior Year Actuals						
(1,040,963.10)	(1,040,963.10)					
	(1,357,403.43)					
	0.00					

Shire of Chittering

SCHEDULE 03 - GENERAL PURPOSE FUNDING Financial Statement for Period Ended 29 February 2012

PROGRAMME SUMMARY	Bud	get	YTD B	udget	YTD A	lctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						/ / 0 0 7 0 0 0
Rate Revenue		225,398.99		135,961.68		140,676.88
Other General Purpose Funding		22,002.11		14,672.00		14,115.80
OPERATING REVENUE						
Rate Revenue	4,057,820.07		4,057,820.07		4,053,845.51	
Other General Purpose Funding	922,872.08		686,655.08		719,331.11	
SUB-TOTAL	4,980,692.15	247,401.10	4,744,475.15	150,633.68	4,773,176.62	154,792.66
CAPITAL EXPENDITURE						
Other General Purpose Funding		55,000.00		36,664.00		34,454.45
CAPITAL REVENUE						
SUB-TOTAL [0.00	55,000.00	0.00	36,664.00	0.00	34,454.4
OD-IOINE (0.00	00,000,00	0.00;	00,004.001	0.00	0 1910 1111
TOTAL - PROGRAMME SUMMARY	4,980,692.15	302,401,10	4,744,475.15	187,297.68	4,773,176.62	189,247.1

Shire of Chittering

SCHEDULE 03 - GENERAL PURPOSE FUNDING Financial Statement for Period Ended 29 February 2012

RATE	REVENUE	Bud	lget	YTD B	udget	YTD A	ctual
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
<u>OPERA</u>	TING EXPENDITURE		·		•		· · · · · · · · · · · · · · · · · · ·
01012	Rate - Salaries		59,573.94		41,246.00		40,529.18
01042	Rate - Superannuation		8,692.00		6,012.00		6,012.26
01052	Rate - Rates - Workcare		1,854.68		1,854.68		1,854.68
01062	Rate - Uniform Allowance		400.00		400.00		313.74
01072	Rate - Professional Development		800.00		600.00		8.73
01082	Rate - Valuation Expenses		30,500.00		2,500.00		3,993.60
01092	Rate - Title Searches		250.00		160.00		314.00
01102	Rate - Postage		3,350.00		3,050.00		1,555.07
01112	Rate - Printing & Stationery		2,650.00		1,918.00		2,224,36
01122	Rate - Advertising		600.00	1	405.00		0.00
01142	Rate - Legal Expenses - Rate Recovery		39,000.00		26,000.00		34,448.57
01152	Rate - Write Offs - Refunds		300.00		200.00		47.01
01162	Rate - Administration Allocated		76,428.37		50,952.00	İ	49,033.87
01182	Rate - Other Employee Costs		1,000.00		664.00		341.82
OPERA	TING REVENUE						
01003	Rate - General Rates - Grv	692,224.98		692,224.98		692,224.98	
01013	Rate - General Rates - Uv	3,065,166.88		3,065,166.88		3,065,166.88	
01023	Rete - General Rates - Minimum Grv	4,500.00		4,500.00		4,500.00	
01033	Rate - General Rates - Minimum Uv	294,000.00		294,000.00		294,000.00	
01053	Rate - Interim Rates	30,000.00		30,000.00		26,025.44	
01063	Rate - Back & Rates In Advance	(28,071.79)		(28,071.79)		(28,071.79)	
SUB-TO	TAL TO PROGRAMME SUMMARY	4,057,820.07	225,398.99	4,057,820.07	135,961.68	4,053,845.51	140,676.86
CAPITA	L EXPENDITURE				A		
CAPITA	<u>L REVENUE</u>						
SUB-TO	TAL TO PROGRAMME SUMMARY	0.00	0.00	0.00	0.00	0.00	0.0
	RATE REVENUE	4,057,820,07	225,398.99	4,057,820.07	135,961.68	4,053,845.51	140,676.86

Shire of Chittering

SCHEDULE 03 - GENERAL PURPOSE FUNDING Financial Statement for Period Ended 29 February 2012

OTHER	R GEN. PURPOSE FUNDING	Bud	get	YTD B	udget	YTD A	lctual
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERA	TING EXPENDITURE						
02032	Gpf - Administration Allocated		22,002.11		14,672.00		14,115.80
OPERA	TING REVENUE						
02003	Gpf - Grants Commission - General Purpose	377,193.00		282,894.00		282,894.75	
02005	Gpf - Grants Commission - Road Componer	297,181.00		222,885.00		222,885.75	
02013	Gpf - Interest On Investments - Municipal	65,000.00		43,336.00		65,210.48	
02023	Gpf - Interest On Investments - Reserves	55,000.00		36,664.00		34,454.45	
02033	Gpf - Interest - Overdue Rates Penalty	25,000.00		16,664.00		24,010.06	
02043	Gpf - Interest - Rates Instalments	20,000.00		20,000.00		18,046.48	
02053	Gpf - Interest - Sundry Debtors	(3.25)		(3.25)		(3.25)	
02063	Gpf - Interest - Deferred Pensioner Rates	1,488.33		1,488.33		1,488.33	
02073	Gpf - Charges - Instalment Administration F	23,313.00		22,263.00		23,453.00	
02083	Gpf - Charges - Rate Enquiry Fee	15,000.00		10,000.00		7,067.28	
02093	Gpf - Reimbursement - Legal Fees Rate Re	39,000.00		26,000.00		35,195.50	
02103	Gpf - Es! Administration Fee	4,000.00		4,000.00		4,000.00	
02113	Gpf - Interest - Overdue Est Rates	700.00		464.00		628.28	
SUB-TO	TAL TO PROGRAMME SUMMARY	922,872.08	22,002.11	686,655.08	14,672.00	719,331.11	14,115.8
	L EXPENDITURE		55 000 00		36,664.00		34,454.4
02004	Gpf - Transfers Of Interest To Reserves		55,000.00		30,004.00		J4,404,40
CAPITA	<u>L REVENUE</u>						
SUB-TO	TAL TO PROGRAMME SUMMARY	0.00	55,000.00	0.00	36,664.00	0.00	34,454.4
TOTAL	OTHER GEN. PURPOSE FUNDING	922.872.08	77,002.11	686,655.08	51,336.00	719,331.11	48,570.2

Shire of Chittering

PROGRAMME SUMMARY	Bud	get	YTD B	udget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
Members of Council		246,706.85		155,458.27		147,852.38
Other Governance		309,424.85		169,968.00		163,890.17
Administration		0.00		0.00		0.00
OPERATING REVENUE						
Members of Council	500.00		500.00		0.00	
Other Governance	30,188.42		15,743.22		35,752.21	
Administration	0.00		0.00		0.00	
SUB-TOTAL	30,688.42	556,131.70	16,243.22	325,426.27	35,752.21	311,742.5
CAPITAL EXPENDITURE						
Other Governance		20,000.00		20,000.00		20,000.00
CAPITAL REVENUE						
Other Governance	5,553.85		5,553.85		5,553.85	
SUB-TOTAL	5,553.85	20,000.00	5,553.85	20,000.00	5,553.85	20,000.00
TOTAL - PROGRAMME SUMMARY	36,242.27	576,131.70	21,797.07	345,426.27	41,306.06	331,742.5

Shire of Chittering

MEMBE	ERS OF COUNCIL	Bud	lget	YTD B	udget	YTD A	ctual
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERAT	ING EXPENDITURE	Ÿ	7		Ψ		
03002	Memb - Members Travel		14,200.00		7,100.00		7,466.60
	Memb - Members Professional Devalopment		13,000.00		6,500.00		6,150.49
03022	Memb - Members Election Expenses		13,425.85		13,425.85		13,425.8
03032	Memb - President'S Local Government Allow	/ance	6,000.00		3,000.00		3,000.00
03042	Memb - Deputy President'S Local Governme	ent Allowance	1,500.00		750.00		750.00
03052	Memb - Members Annual Attendance Fees		56,000.00		28,000.00		26,833.69
03062	Memb - Members Telecommunications Allow	vance	16,800.00		8,400.00		8,000.00
03072	Memb - Members It Allowance		7,000.00		3,500.00		3,333.6
03102	Memb - Council Chamber Maintenance		14,463.22		9,599.00		5,400.7
03112	Memb - Insurance		4,622,42		4,622.42		4,622.4
03122	Memb - Subscriptions		17,825.00		15,985.00		17,249.7
	Memb - Minor Expenditure		4,600.00		3,064.00		2,828.2
	Memb - Public Relations & Donations		1,500.00		1,000.00		500.0
03162	Memb - Administration Allocated		75,270.36		50,184.00		48,291.0
03172	Memb - Equipment < \$2,000		500.00		328.00		0.0
	ING REVENUE						
03003	Memb - Reimbursements	500.00		500.00		0.00	
SUB-TOT	TAL	500.00	246,706.85	500.00	155,458.27	0.00	147,852.3
<u>CAPITAL</u>	. EXPENDITURE						
CAPITAL	. REVENUE						
SUB-TOT	ral	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL .	MEMBERS OF COUNCIL	500.00	246,706.85	500.00	155,458.27	0.00	147,852.3

Shire of Chittering

OTHER GOVERNANCE	Bud	iget	YTD B	Budget	YTD Actual		
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERATING EXPENDITURE							
04012 Govn - Consultancy - Business Plans		40,250.00		2,000.00		1,750.00	
04022 Govn - Aroc Avon Sub-Regional Strategy		1,000.00		1,000.00		0.00	
04032 Govn - Aroc Executive Officer		1,000.00		1,000.00		0.0	
04052 Govn - Audit Fees		20,000.00		10,000.00		11,110.00	
04072 Govn - Legal Expenses		15,000.00		0.00		8,866.10	
04082 Govn - Advertising		23,500.00		18,548.00		8,032.5	
04112 Govn - Administration Allocation		174,858.85		116,576.00		112,184.2	
04132 Govn - Regional Risk Services		10,200.00		5,100.00		5,073.00	
04152 Govn - Civic Functions, Refreshments & Rec	eptions	23,616.00		15,744.00		16,874.3	
OPERATING REVENUE							
04003 Govn - Charges - Photocopying / Faxing	1,300.00		864.00		375.32		
04013 Govn - Charges - Sale Of Electoral Rolls, Mil	125.00		80.00		0.00		
04023 Govn - Charges - Tenancy Management Fee	6,564.20		0.00		0.00		
04033 Govn - Charges - Other Minor	200.00		136.00		52.80		
04043 Govn - Reimbursements	22,000.00		14,664.00		35,324.82		
04073 Govn - Rounding	(0.78)		(0.78)		(0.73)		
SUB-TOTAL.	30,188.42	309,424.85	15,743.22	169,968.00	35,752.21	163,890.1	
CAPITAL EXPENDITURE	an angan						
04054 Govn - Transfer To Reserve		20,000.00		20,000.00		20,000.00	
CAPITAL REVENUE							
04035 Govn - Transfers From Reserves	5,553.85		5,553.85		5,553.85		
SUB-TOTAL	5,553.85	20,000.00	5,553.85	20,000.00	5,553.85	20,000.0	
TOTAL - OTHER GOVERNANCE	35,742.27	329,424.85	21,297.07	189,968.00	41,306.06	183,890.1	

Shire of Chittering

ADMINISTRATION		Bu	dget	YTD E	Budget	YTD	Actual
	Reve		Expenditure	Revenue	Expenditure	Revenue	Expenditure
	\$		\$	\$	\$	\$	<u> </u>
OPERATING EXPENDITURE							
05002 Admin - Salaries			536,800.75		368,550.00		345,209.18
05032 Admin - Superannuation	วก		63,360.00		43,858.00		39,526.38
05042 Admin - Workcare			17,433.94		17,433.00		17,433.94
05052 Admin - Uniform Allow	*		3,253.05		1,626.00		2,551.24
05062 Admin - Professional D			15,000.00		10,000.00		7,776.16
05082 Admin - Fringe Benefit			13,943.00		10,455.00		10,457.32
05092 Admin - Building Maini			56,287.83		37,415.00		45,184.05
05102 Admin - Office Printing			25,000.00		16,664.00		16,443.08
05112 Admin - Telephone Ex			6,000.00		4,000.00		2,870.28
05122 Admin - Postage & Fre	elght	İ	11,000.00		7,336.00		5,112.61
05132 Admin - Advertising			10,000.00		6,750.00		5,875.67
05142 Admin - Bank Charges	(No Gst)		1,500.00		1,000.00		697.77
05152 Admin - Office Equipm	ent < \$2,000		3,000.00		1,500.00		1,526.81
05162 Admin - Office Expens	es		3,800.00		2,528.00		1,153.47
05172 Admin - Computer Sug	port & Maintenance		107,632.00		88,416.00		41,657.66
05182 Admin - Internet Acces	s		11,100.00		7,400.00		6,040.50
05192 Admin - Vehicle Opera	ting Expenses		22,139.31		14,752.00		11,597.63
05212 Admin - Bank Charges			13,500.00		9,000.00		8,860.75
05222 Admin - Insurance	` '		14,194.00		14,194.00		8,715.35
05232 Admin - Contract Servi	ces		2,000.00		500.00		770.00
05252 Admin - Depreciation			49,863.32		33,240.00		34,176.37
05272 Admin - Other Employ	ee Expenses		1,500.00		1,000.00		1,112.73
05282 Admin - Shared Ceo C			53,897.84		53,897.84		53,897.84
Recovered amounts							
05202 Admin - Less Administ	ration Allocated To Other Activit	les	(1,042,205.04)		(751,514.84)		(668,646.79)
OPERATING REVENUE							
SUB-TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURE							
CAPITAL REVENUE							
SUB-TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
OTAL - ADMINISTRATION		0.00	0.00	0.00	0.00	0.00	0.00

Shire of Chittering

PROGRAMME SUMMARY	Bud	lget	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		404.044.50		000 574 00		000 040 00
Fire Prevention - Shire Fire Prevention - ESL		404,841.58 139,710.12		286,571.00 105,937.53		253,619.06 124,902.2
		154,982,51		108,969.28		97,103.3
Animal Control		52,145.68		29,324.00		25,192.4
Other Law, Order & Public Safety				79,816.00		67,447.5
Emergency Management		119,776.18		79,815.00		67,447.5
OPERATING REVENUE						
Fire Prevention - Shire	61,309.09		59,809.09		59,254.74	
Fire Prevention - ESL	142,018.00		112,258.00		112,259.25	
Animal Control	14,325.00		12,544.00		13,051.41	
Other Law, Order & Public Safety	500.00		336.00		237.24	
Emergency Management	77,641.88		37,896.81		29,660.18	
SUB-TOTAL	295,793.97	871,456.07	222,843.90	610,617.81	214,462.82	568,264.5
CAPITAL EXPENDITURE						
Fire Prevention - Shire		41,179.46		35,220.37		34,483.8
Fire Prevention - ESL		12,800.00		12,800.00		3,640.1
Emergency Management		41,279.25		41,279.25		41,279.2
CAPITAL REVENUE						
SUB-TOTAL	0.00	95,258.71	0.00	89,299.62	0.00	79,403.2
TOTAL - PROGRAMME SUMMARY	295,793.97	966,714.78	222,843.90	699,917,43	214,462.82	647,667.8

Shire of Chittering

FIRE P	REVENTION - SHIRE	Bud	iget	YTD 8	udget	YTD A	ctual
		Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure
		\$	\$	\$	\$	\$	\$
	TING EXPENDITURE		54 744 67		00 000 00		00.440.0
06002	Fire - Salaries - Ranger		51,744.07		33,830.00		29,440.0
06012	Fire - Superannuation - Ranger		6,263.20		4,089.00		4,065.8
06022	Fire - Water Service		2,500.00		1,664.00		0.0
06032	Fire - Fire Public Awareness		7,000.00		4,117.00		3,052.0
06042	Fire - Fire Suppression		22,945.34		21,586.00		23,187.6
06052	Fire - Fire Hazard - Recoverable Works		2,500.00		2,500.00		1,877.2
06062	Fire - Strategic Breaks & Pos Protection		52,864.72		44,034.00		14,314.1
06072	Fire - Fire Prevention And Planning		6,200.00		6,199.00		380.0
06082	Fire - Other Minor Expenditure		600.00		400.00		6,617.5
06102	Fire - Depreciation		230,222.14		153,480.00		156,568.8
06112	Fire - Administration Allocation		22,002.11		14,672.00		14,115.8
	TING REVENUE						
06003	Fire - Charges - Hazard Burns	3,000.00		3,000.00		3,045.47	
06023	Fire - Charges - Fines & Penalties	3,000.00		1,500.00		4,250.00	
06043	Fire - Contributions	11,350.00		11,350.00		10,182.00	
06053	Fire - Reimbursement	500.00		500.00		0.00	
06063	Fire - Reimbursement - Recoverable Works	2,500.00		2,500.00		818.18	
06073	Fire - Grant Income	40,959.09		40,959.09		40,959.09	
SUB-TO	TAL	61,309.09	404,841.58	59,809.09	286,571.00	59,254.74	253,619.0
<u>CAPITA</u>	L EXPENDITURE						
06004	Fire - Land & Building Capital Works		35,220.37		35,220.37		34,483.8
<u>CAPITA</u>	<u>L revenue</u>						
****					05.000.00	0.00	04 400 0
SUB-TO	TAL L	0.00	41,179.46	0.00	35,220.37	0.00	34,483.8
	FIRE PREVENTION - SHIRE	61,309.09	446,021.04	59,809.09	321,791.37	59,254.74	288,102.9

Shire of Chittering

FIRE PREVENTION - ESL	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
07142 Esl - Building Maintenance - General		0.00		0.00	-	0.00
07312 Esl - Insurance - Volunteers Personal Acciden	ıt	7,184.63		7,184.63	1	7,184.63
07322 Esl - Insurance - Property		2,653.56		2,653.56	-	2,653.58
07332 Esl - Insurance - Plant & Equipment		28,771.34		28,771.34	1	28,771.34
07501 Esl - Cbfcp		2,478.74		1,648.00	1	2,855.14
07502 Esi - Incident Support Brigade	1	428.23		288.00		732.07
07503 Esi - Bindoon Fire Brigade		14,185.23		9,440.00		10,046.98
07504 Est - Upper Chittering Fire Brigade		16,140.53		10,752.00		17,982.39
07505 Esl - Lower Chittering Fire Brigade	1	12,104.49		8,048.00		13,985.28
07506 Est - Muchea Fire Brigade		15,458.98		10,304.00		9,717.10
07507 Est - Wannamal Fire Brigade	I	12,683.27		8,440.00		14,629.33
07508 Esl - Training	I	2,145.00		1,424.00		0.00
07509 Esl - Administration Allocations		25,476.12		16,984.00		16,344.39
OPERATING REVENUE						
07003 Esl - Fesa - Esl Operational Funding	137,218.00		108,658.00		108,659.25	
07013 Esl - Fesa - Esl Capital Funding	4,800.00		3,600.00		3,600.00	
SUB-TOTAL	142,018.00	139,710.12	112,258.00	105,937.53	112,259.25	124,902.21
CAPITAL EXPENDITURE						
07004 Esl - Brigade Buildings		12,800.00		12,800.00		3,640.16
CAPITAL REVENUE						
SUB-TOTAL	0.00	12,800.00	0.00	12,800.00	0.00	3,640.10
TOTAL - FIRE PREVENTION - ESL	142,018.00	152,510.12	112,258,00	118,737.53	112,259.25	128,542.37

Shire of Chittering

ANIMAL CONTROL	Budget		YTD Budget		YTD Actual		
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	
OPERA	TING EXPENDITURE	Ť	,	•	<u> </u>	Ť	· · ·
08002	Animal - Salaries - Ranger		51,744.07		35,820.00		35,976.79
08032	Animal - Superannuation - Ranger		6,263,20		4,330.00		4,065.8
08042	Animal - Workcare		4,080.28		4,080.28		4,080.2
08052	Animal - Uniform Allowance		2,000.00		2,000.00		0.0
08062	Animal - Professional Development		2,300.00		2,300.00		859.09
08082	Animal - Fringe Benefits Tax		5,966.00		4,473.00		4,474.5
08092	Animal - Office Expenses		3,170.00		2,134.00		2,551.3
08102	Animal - Utilities		5,357.00		3,568.00		3,780.2
08112	Animal - Equipment < \$2,000		2,600.00		2,600.00		315.0
08122	Animal - Pound And Other Expenses		6,000.00		4,000.00		867.6
08132	Animal - Vehicle Operating Expenses		16,284.20		10,856.00	ŀ	8,678.9
08152	Animal - Depreciation		8,187.56		5,456.00		5,450.6
08162	Animal - Administration Allocation		40,530.20		27,024.00		26,003.0
08182	Animal - Other Employee Expenses		500.00		328.00		0.0
OPERA	TING REVENUE						
08003	Animal - Charges - Fines & Penalties	950.00		632.00		815.50	
08013	Animal - Charges - Impounding Fees	4,000.00		2,664.00		2,713.50	
08023	Animal - Charges - Dog Registrations	9,000.00		9,000.00		9,286.50	
08033	Animal - Charges - Minor	375.00		248.00		235.91	
SUB-TO	TAL	14,325.00	154,982.51	12,544.00	108,969.28	13,051.41	97,103.3
<u>CAPITA</u>	L EXPENDITURE						
<u>CAPITA</u>	<u>L REVENUE</u>						
SUB-TO	TAL	0.00	0.00	0.00	0.00	0.00	0,0
TOTAL .	- ANIMAL CONTROL	14,325.00	154,982.51	12,544.00	108.969.28	13.051,41	97,103.3

Shire of Chittering

OTHER LAW, ORDER & PUBLIC SAFETY	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	•			·		
09002 Lops - Salaries - Ranger		25,872.03		17,910.00		14,840.76
09012 Lops - Superannuation - Ranger	1	3,131.60		2,162.00		2,032.80
09022 Lops - Emergency Services - Rural Watch		500.00		328.00		230.00
09032 Lops - Materials - Rural Numbering		1,500.00		1,500.00		161.50
09042 Lops - Minor Expenditure		320.00		208.00		54.8
09072 Lops - Administration Allocation		10,422.05		6,952.00		6,686.47
09082 Lops - Abandoned Vehicles		400.00		264.00		0.0
09092 Lops - Community Safety & Crime Prevention	Plan	10,000.00		0,00		1,186.0
OPERATING REVENUE						
09005 Lops - Fees & Charges	500.00		336.00		237.24	
SUB-TOTAL	500.00	52,145.68	336.00	29,324.00	237.24	25,192.4
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - OTHER LAW, ORDER & PUBLIC SAFETY	500.00	52,145.68	336.00	29,324.00	237.24	25,192.4

Shire of Chittering

EMERGENCY MANAGEMENT	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		,			·	
10002 Em - Salaries		64,615.38		43,072.00		43,002.03
10012 Em - Accrued Annual Leave		3,553.83		2,368.00		0.00
10022 Em - Accrued Long Service Leave		1,608.91		1,072.00		0.00
10032 Em - Allowances		8,062.00		5,368.00		4,596.5
10042 Em - Superannuation		10,902.00		7,264.00	i	3,636.59
10052 Em - Workcare		2,044.26		1,360.00		2,044.2
10062 Em - Office Expenses		4,300.00		2,864.00		3,991.7
10072 Em - Vehicle Operating Expenses		18,000.00		12,000.00		8,140.6
10082 Em - Training		2,000.00		1,328.00		0.0
10092 Em - Uniforms		500.00		328.00		0.0
10102 Em - Depreciation		4,189.80		2,792.00		2,035.6
OPERATING REVENUE						
10003 Em - Fesa Reimbursements	71,491.07		35,746.00		27,609.91	
10013 Em - Fesa Vehicle Lease	6,150.81		2,150.81		2,050.27	
SUB-TOTAL	77,641.88	119,776.18	37,896.81	79,816.00	29,660.18	67,447.5
CAPITAL EXPENDITURE						
10034 Em - Plant & Equipment - Cesm Vehicle		41,279.25		41,279.25	,	41,279.2
CAPITAL REVENUE						
SUB-TOTAL	0.00	41,279.25	0.00	41,279.25	0.00	41,279.2
TOTAL - EMERGENCY MANAGEMENT	77,641.88	161,055.43	37,896.81	121,095,25	29,660.18	108,726.7

Shire of Chittering

SCHEDULE 07 - HEALTH Financial Statement for Period Ended 29 February 2012

PROGRAMME SUMMARY	Budget		YTD Budget		YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE			,	·		
Preventative Services - Administration/Inspections		158,786.04		110,683.44		105,766.16
Preventative Services - Other		10,948.03		8,632.00		7,723.1
Other Health		38,102.03		25,732.00		17,651.4
OPERATING REVENUE						
Preventativa Services - Administration/Inspections	15,520.00		10,344.00		11,432.54	
Other Health	19,148.00		8,888.00		8,573.65	
SUB-TOTAL	34,668.00	207,836.10	19,232.00	145,047.44	20,006.19	131,140.6
CAPITAL EXPENDITURE						
Other Health		850,000.00		5,000.00		4,500.0
CAPITAL REVENUE						
Other Health	850,000.00		0.00		0.00	
SUB-TOTAL	850,000.00	850,000.00	0.00	5,000.00	0.00	4,500.0
TOTAL - PROGRAMME SUMMARY	884,668.00	1,057,836.10	19,232,00	150,047.44	20,006.19	135,640.6

Shire of Chittering

PREVENTIVE SERVICES - ADMIN/INSP	Bud	iget	YTD B	udget	YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		,	,	•	7	
13002 Health - Salaries		95,524.42		66,132.00		62,780.31
13032 Health - Superannuation		13,169.00		9,116.00		9,034.12
13042 Health - Workcare		3,016.94		3,015.94		3,016.94
13052 Health - Uniform Allowance		730.00		730.00		358.22
13062 Health - Professional Development		2,800.00		1,864.00		515.00
13072 Health - Fringe Benefits Tax		2,233.00		1,674.00		1,674.76
13082 Health - Vehicle Operating Expenses		9,826.86		6,544.00		8,944.84
13092 Health - Office Expenses		6,550.00		5,000.00		4,651.30
13102 Health - Utilities		3,257.00		2,160.00		1,503.18
13112 Health - Legal Expenses		1,000.00		664.00		0.0
13132 Health - Depreciation		1,635.23		1,088.00		1,088.5
13142 Health - Administration Allocation		18,528.09		12,352.00		11,887.2
13152 Health - Insurance		15,50		15.50		15.59
13162 Health - Other Employee Expenses		500.00		328.00		296.2
OPERATING REVENUE						
13003 Health - Charges Licences Health Act	3,000.00		2,000.00		2,493.64	
13013 Health - Charges Licences Offensive Trade	0.00		0.00		0.00	
13033 Health - Fines And Penalties	1,000.00		664.00		866.40	
13043 Health - Charges Regional Health Services	11,520.00		7,680.00		8,072.50	
SUB-TOTAL	15,520.00	158,786.04	10,344.00	110,683.44	11,432.54	105,766.1
CAPITAL EXPENDITURE			A A A A A A A A A A A A A A A A A A A			
CAPITAL REVENUE						
DUD TOTAL	0.00	0.00	0.00	0.00	0.00	Λ Δ:
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.0

Shire of Chittering

PREVENTIVE SERVICES - OTHER	Bud	iget	YTO B	udget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
15002 Prev - Analytical Fees		2,500.00	İ	2,500.00		1,765.24
15012 Prev - Administration Allocation		6,948.03		4,632.00		4,457.86
15022 Prev - Stable Fly Program		1,500.00		1,500.00		1,500.00
OPERATING REVENUE						
SUB-TOTAL	0.00	10,948.03	0.00	8,632.00	0.00	7,723.10
CAPITAL EXPENDITURE						
CAPITAL REVENUE				VI. A. A. A. A. A. A. A. A. A. A. A. A. A.		
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - PREVENTIVE SERVICES - OTHER	0.00	10,948.03	0.00	8,632.00	0.00	7,723.10

Shire of Chittering

SCHEDULE 07 - HEALTH Financial Statement for Perlod Ended 29 February 2012

OTHER HEALTH	Bud	lget	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		F-101-2-1776/994				
16002 Other Hea - Bindoon Medical Centre		13,191.59		8,942.00		4,940.38
16012 Other Hea - Medical Centre Photocopying All		500.00		328.00		0.00
16032 Other Hea - Chittering Community Health Ce	ntre	14,984.59		10,182.00		6,548.13
16052 Other Hea - Depreciation		4,793.83		3,192.00		3,191.43
16062 Other Hea - Administration Allocation		4,632.02		3,088.00		2,971.47
OPERATING REVENUE						
16003 Other Hea - Charges Lease Medical Centre	5,820.00		0.00		0.00	
16013 Other Hea - Charges Lease Community Hea	9,228.00	İ	6,152.00		5,487.78	
16023 Other Hea - Reimbursement Medical Centre	600.00		400.00		400.64	
16033 Other Hea - Reimbursement Community He	3,500.00		2,336.00		2,685.23	
SUB-TOTAL	19,148.00	38,102.03	8,888.00	25,732.00	8,573.65	17,651.41
CAPITAL EXPENDITURE						
16004 Health - Land & Building Capital Works		850,000.00		5,000.00		4,500.00
CAPITAL REVENUE						
16015 Health - Loan Proceeds	850,000.00		0.00		0.00	
SUB-TOTAL	850,000.00	850,000.00	0.00	5,000.00	0.00	4,500.00
TOTAL - OTHER HEALTH	869,148.00	888,102.03	8,888.00	30,732.00	8,573.65	22,151.41

Shire of Chittering

PROGRAMME SUMMARY	Bud	lget	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		-				
Other Education		27,341.95		19,377.00		13,798.2
Aged & Disabled - Aged Care		12,661.39		11,375.00		8,552.33
Aged & Disabled - Other		16,238.06		10,824.00		9,569.49
Other Welfare		29,606.04		12,908.00		14,040.74
OPERATING REVENUE						
Aged & Disabled - Aged Care	118,930.00	}	0.00		0.00	
Other Welfare	7,000.00		4,664.00		1,420.00	
SUB-TOTAL	125,930.00	85,847.44	4,664.00	54,484.00	1,420.00	45,960.8
CAPITAL EXPENDITURE						
Other Education		9,390.00		9,390.00		9,390.0
Aged & Disabled - Aged Care		233,000.00		69,870.00		69,869.9
CAPITAL REVENUE						
Aged & Disabled - Other	0.00		0.00		0.00	
SUB-TOTAL	34,200.00	242,390.00	0.00	79,260.00	0.00	79,259.9
TOTAL - PROGRAMME SUMMARY	160,130.00	328,237.44	4,664.00	133,744.00	1,420.00	125,220.78

Shire of Chittering

OTHER EDUCATION	Buc	lget	YTD B	ludget	YTD /	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
18002 Educ - Vacation & Holiday Swimming		500.00		336.00		41.22
18022 Educ - Education Scholarships		2,500.00		2,500.00		2,063.04
18032 Educ - Contributions - Schools		1,000.00		1,000.00		342.50
18042 Educ - Depreciation		1,597.90		1,064.00		1,094.05
18052 Educ - Administration Allocation		5,790.03		3,864.00		3,714.99
18062 Educ - School Bus Shelter Maintenance		15,530.02		10,189.00		6,118.48
18072 Educ - Education & Traning		424.00		424.00		424.00
OPERATING REVENUE						
SUB-TOTAL	0.00	27,341.95	0.00	19,377.00	0.00	13,798.2
CAPITAL EXPENDITURE 18004 Educ - Land & Building Capital Works		9,390.00		9,390.00		9,390.00
CAPITAL REVENUE						
SUB-TOTAL	0.00	9,390.00	0.00	9,390.00	0.00	9,390.00
TOTAL - OTHER EDUCATION	0.00	36.731.95	0.00	28,767.00	0.00	23,188.2

Shire of Chittering

AGED & DISABLED - AGED CARE	Buc	lget	YTD B	udget	YTD A	totual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	T	Ť	· ·	Ť	7	T
21002 Aged - Day Centre Building Maintenance		3,867.39		2,581.00		2,855.20
21022 Aged - Loan 78 Interest		8,794.00		8,794.00		5,697.13
OPERATING REVENUE						
21003 Aged - Grant Income	118,930.00		0.00		0.00	
SUB-TOTAL	118,930.00	12,661.39	0.00	11,375.00	0.00	8,552.33
CAPITAL EXPENDITURE						
21024 Aged - Day Centre		163,130.00		0.00		0.00
21034 Aged - Principal Repayment Loan 78		69,870.00		69,870.00		69,869.97
CAPITAL REVENUE						
21005 Aged - Transfer From Reserve	34,200.00		0.00		0.00	
SUB-TOTAL	34,200.00	233,000.00	0.00	69,870.00	0.00	69,869.97
TOTAL - AGED & DISABLED - AGED CARE	153,130.00	245,661.39	0.00	81,245.00	0.00	78,422.30

Shire of Chittering

AGED & DISABLED - OTHER	Bud	iget	YTD B	udget	YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
22002 Aged - Seniors - Bus Travel		3,500.00		2,328.00		1,397.28
22022 Aged - Administration Allocation		12,738.06		8,496.00		8,172.21
OPERATING REVENUE						
SUB-TOTAL	0.00	16,238.06	0.00	10,824.00	0.00	9,569.49
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - AGED & DISABLED - OTHER	0.00	16,238.06	0.00	10.824.00	0.00	9,569.49

Attachment 4

Shire of Chittering

OTHER WELFARE	Buc	iget	YTO B	Budget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	<u> </u>	,			•	<u> </u>
23012 Welfare - Youth Services		16,000.00		2,000.00		3,420.00
23022 Welfare - Contributions & Donations		5,500.00		5,500.00		5,420.00
23042 Welfare - Administration Allocation		8,106.04		5,408.00		5,200.7
OPERATING REVENUE						
23003 Welfare - Grant Revenue	7,000.00		4,664.00		1,420.00	
SUB-TOTAL	7,000.00	29,606.04	4,664.00	12,908.00	1,420.00	14,040.7
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - OTHER WELFARE	7,000.00	29.606.04	4.664.00	12,908.00	1,420,00	14,040.74

Shire of Chittering

PROGRAMME SUMMARY	Bud	lget	YTD B	udget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
Housing - Staff		95,670.71		61,819.00		71,685.07
Housing - Community		79,088.68		51,033.00		53,572.4
Housing - Seniors		98,371.13		62,223.00		50,851.49
OPERATING REVENUE				-		
Housing - Staff	25,520.00		17,602.00		16,972.27	
Housing - Community	33,000.00		21,976.00		20,621.80	
Housing - Seniors	45,320.00		30,176.00		29,445.20	
SUB-TOTAL	103,840.00	273,130.52	69,754.00	175,075.00	67,039.27	176,109.00
CAPITAL EXPENDITURE						
Housing - Staff		19,396.00		9,698.00		9,554.8
Housing - Community		4,800.00		4,800.00		4,800.0
Housing - Seniors		9,415.00		6,706.00		6,662.3
CAPITAL REVENUE						
Housing - Community	10,000.00		0.00		0.00	
SUB-TOTAL	10,000.00	33,611.00	0.00	21,204.00	0.00	21,017.18
TOTAL - PROGRAMME SUMMARY	113,840.00	306,741.52	69,754.00	196,279.00	67,039.27	197,126.1

Attachment 4 Item 9.3.1

Shire of Chittering

HOUSI	NG - STAFF	Buc	iget	YTD B	ludget	YTD A	\ctual
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERA	TING EXPENDITURE		,,				
24002	Stf House - Building Maintenance		57,378.93		38,767.00	and the same of th	48,748.99
24012	Stf House - Loan 72 Interest		14,858.00		7,428.00		7,531.09
24032	Stf House - Depreciation		15,327.74		10,216.00		10,204.25
24042	Stf House - Administration Allocation		8,106.04		5,408.00		5,200.74
OPERA	TING REVENUE						
24003	Stf House - Charges - Rent U1/6194 Gnh	1,440.00		998.00		810.00	
24013	Stf House - Charges - Rent U2/6194 Gnh	6,240.00		4,320.00		4,320.00	
24023	Stf House - Charges - Rent U3/6194 Gnh	3,900.00		2,700.00		2,090.00	
24033	Stf House - Charges - Rent U4/6194 Gnh	11,440.00		7,920.00		7,920.00	
24043	Stf House - Reimbursement	2,500.00		1,664.00		1,832.27	
SUB-TO	TAL	25,520.00	95,670.71	17,602.00	61,819.00	16,972.27	71,685.07
CAPITA	L EXPENDITURE			and a second sec			
24034	Stf House - Principal Repayment Loan 72	:	19,396.00		9,698.00		9,554.83
CAPITA	L REVENUE						
SUB-TO	TAL	0.00	19,396.00	0.00	9,698.00	0.00	9,554.83
TOTAL -	HOUSING - STAFF	25,520.00	115,066.71	17,602,00	71,517.00	16,972.27	81,239.90

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Shire of Chittering

HOUSING - COMMUNITY	Bud	iget	YTD B	udget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	-					
25002 Com House - Tenancy Management Fee		2,763.00		0.00		0.00
25012 Com House - Building Maintenance		64,790.47		43,345.00		46,117.13
25022 Com House - Depreciation		2,271.17		1,512.00		1,511.7
25032 Com House - Administration Allocation		9,264.04		6,176.00		5,943.60
OPERATING REVENUE						
25003 Com House - Charges - Rent Unit 1/8	5,720.00		3,808.00		3,740.00	
25013 Com House - Charges - Rent Unit 2/8	5,720.00		3,808.00		3,520.00	
25023 Com House - Charges - Rent Unit 3/8	6,240.00		4,160.00		3,400.00	
25033 Com House - Charges - Rent Unit 4/8	5,720.00		3,808.00		3,740.00	
25043 Com House - Charges - Rent Unit 5/8	5,720.00		3,808.00		3,630.00	
25053 Com House - Charges - Rent Unit 6/8	3,380.00		2,248.00		2,275.00	
25083 Com House - Reimbursement	500.00		336.00		316.80	
SUB-TOTAL	33,000.00	79,088.68	21,976.00	51,033.00	20,621.80	53,572.4
CAPITAL EXPENDITURE						
25034 Com House - Transfers To Reserve		4,800.00		4,800.00		4,800.0
CAPITAL REVENUE						
25005 Com House - Transfers From Reserve	10,000.00		0.00		0.00	
SUB-TOTAL	10,000.00	4,800.00	0.00	4,800.00	0.00	4,800.0
TOTAL - HOUSING - COMMUNITY	43,000.00	83,888.68	21,976.00	55,833.00	20,621.80	58,372.4

Shire of Chittering

HOUSING - SENIORS	Bud	get	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE			·	·		
26002 Sen House - Tenency Management Fee		3,801.00		0.00		0.00
26012 Sen House - Building Maintenance		70,604.01		47,115.00		36,040.05
26022 Sen House - Loan 73 Interest		5,226.00		2,612.00		2,643.64
26032 Sen House - Depreciation		6,002.06		4,000.00		3,995.59
26042 Sen House - Administration Allocation		12,738.06		8,496.00		8,172.2
OPERATING REVENUE						
26003 Sen House - Charges - Rent Unit 1/11	5,720.00	•	3,808.00		3,740.00	
26013 Sen House - Charges - Rent Unit 2/11	5,200.00		3,464.00		3,400.00	
26023 Sen House - Charges - Rent Unit 3/11	5,200.00		3,464.00		3,300.00	
26033 Sen House - Charges - Rent Unit 4/11	5,720.00		3,808.00		3,960.00	
26043 Sen House - Charges - Rent Unit 5/11	5,720.00		3,808.00		3,520.00	
26053 Sen House - Charges - Rent Unit 6/11	5,720.00		3,808.00		3,740.00	
26063 Sen House - Charges - Rent Unit 7/11	5,720.00		3,808.00	İ	3,740.00	
26073 Sen House - Charges - Rent Unit 8/11	5,720.00		3,808.00		3,740.00	
26113 Sen House - Reimbursement	600.00		400.00		305.20	
SUB-TOTAL	45,320.00	98,371.13	30,176.00	62,223.00	29,445.20	50,851.49
CAPITAL EXPENDITURE						
26034 Sen House - Principal Repayment Loan 73		5,415.00		2,706.00		2,662.3
26044 Sen House - Transfer To Reserve		4,000.00		4,000.00		4,000.00
CAPITAL REVENUE			a dela companyo del companyo de			
SUB-TOTAL [0.00	9,415.00	0.00	6,706.00	0.00	6,662.3
TOTAL - HOUSING - SENIORS	45.320.00	107,786.13	30,176.00	68,929.00	29,445,20	57,513.84

Shire of Chittering

PROGRAMME SUMMARY	Buc	lget	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	·	·				-
Sanitation - Household Refuse		495,421.99		328,084.00		386,011.54
Sanitation - Other		54,344.31		37,413.70		30,395.59
Sewerage		14,046.07		9,360.00		8,915.0
Urban Stormwater Drainage		60,569.83		39,961.00		34,164.3
Protection of the Environment		131,283.23		126,259.00		76,789.58
Town Planning & Regional Development		513,126.15		342,307.68		316,273.2
Other Community Amenities		87,410.16		58,692.00		35,818.0
OPERATING REVENUE						
Sanitation - Household Refuse	178,376.82		171,712.82	1	168,481,10	
Sanitation - Other	16,512,57		10,512,57		6,513,86	
Sewerage	20,500.00		13,664.00		10,146.00	
Protection of the Environment	26,295.61		1,995.00		26,295.61	
Town Planning & Regional Development	133,000.00		88,664.00		67,843.47	
Other Community Amenities	2,500.00		1,664.00		929.09	
SUB-TOTAL	377,185.00	1,356,201.74	288,212.39	942,077.38	280,209.13	888,367.3
CARLEAU EVERNOLTURE						
CAPITAL EXPENDITURE		10 700 00		0.00		0.0
Sanitation - Household Refuse		40,700.00		0.00		0.0
Other Community Amenities		143,500.00		95,664.00		139,925.10
CAPITAL REVENUE						
Sanitation - Household Refuse	40,000.00		0.00		0.00	
Other Community Amenities	143,500.00		0.00		0.00	
SUB-TOTAL	183,500.00	184,200.00	0.00	95,664.00	0.00	139,925.1
TOTAL - PROGRAMME SUMMARY	560,685,00	1,540,401.74	288,212.39	1,037,741.38	280,209,13	1,028,292.48

Shire of Chittering

SANITATION - HOUSEHOLD REFUSE	Buc	lget	YTD B	udget	YTD A	\ctuai
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE			······································	·	-	·
27002 San - Bindoon Landfill & Recycling Facility		144,476.30		95,014.00		105,933.0
27012 San - Muchea Landfill & Recycling Facility		310,082.05		203,513.00		253,205.5
27042 San - Wannamal Landfill Facility		2,906.38		2,007.00		172.1
27052 San - Kerbside Collection		7,220.00		4,808.00		4,156.3
27062 San - Depreciation		14,381.22		9,584.00		9,573.7
27072 San - Administration Allocation		8,106.04		5,408.00		5,200.7
27182 San - Waste Volumes Audit		6,750.00		6,750.00		6,750.0
27192 San - Purchase Of Wheelle Bins		1,500.00		1,000.00		1,020.0
OPERATING REVENUE						
27003 San - Charges - Landfill & Recycling Facility	158,376.82		158,376.82		158,841.10	
27013 San - Charges - Other Sanitation Disposal	20,000.00		13,336.00		9,640.00	
SUB-TOTAL	178,376.82	495,421.99	171,712.82	328,084.00	168,481.10	386,011.5
CAPITAL EXPENDITURE						
27004 San - Land & Building Capital Works		40,700.00		0.00		0.00
CAPITAL REVENUE						
27005 San - Transfers From Reserves	40,000.00		0.00		0.00	
SUB-TOTAL	40,000.00	40,700.00	0.00	0.00	0.00	0.0
TOTAL - SANITATION - HOUSEHOLD REFUSE	218,376.82	536.121.99	171.712.82	328,084,00	168,481.10	386.011.5

Shire of Chittering

SANITATION - OTHER	Bud	get	YTD B	udget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
28002 Sanoth - Recycling		4,067.70		4,067.70		4,067.70
28012 Sanoth - Litter Control		40,828.58		27,050.00		21,870.03
28032 Sanoth - Administration Allocation		6,948.03		4,632.00		4,457.86
28042 Sanoth - Drum Muster		2,500.00		1,664.00		0.0
OPERATING REVENUE						
28003 Sanoth - Government Grants - Recycling (R	512.57		512.57		952.56	
28013 Sanoth - Recycling Royalties	15,000.00		10,000.00	İ	5,561.30	
28023 Sanoth - Drum Muster	1,000.00		0.00		0.00	
SUB-TOTAL	16,512.57	54,344.31	10,512.57	37,413.70	6,513.86	30,395.5
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL.	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - SANITATION - OTHER	16,512,57	54,344.31	10,512.57	37,413.70	6,513.86	30,395.59

Shire of Chittering

SCHEDULE 10 - COMMUNITY AMENITIES Financial Statement for Period Ended 29 February 2012

SEWERAGE	Bud	lget	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
29002 Sew - Septic Inspection Refunds		150.00		96.00		0.00
29022 Sew - Administration Allocation		13,896.07		9,264.00		8,915.07
OPERATING REVENUE						
29003 Sew - Charges - Septic Inspections	20,500.00		13,664.00		10,146.00	
SUB-TOTAL	20,500.00	14,046.07	13,664.00	9,360.00	10,146.00	8,915.07
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - SEWERAGE	20,500.00	14,046.07	13,664.00	9,360.00	10,146.00	8,915.07

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Shire of Chittering

URBAN STORMWATER DRAINAGE	Bud	get	YTD B	udget	YTD Actual	
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
30002 Storm - Muchea Townsite Stormwater Draina	ige Mtc	50,987.29		33,569.00		27,980.62
30012 Storm - Depreciation		1,476.50		984.00		982.96
30022 Storm - Administration Allocation		8,106.04		5,408.00		5,200.74
OPERATING REVENUE						
SUB-TOTAL	0.00	60,569.83	0.00	39,961.00	0.00	34,164.32
CAPITAL EXPENDITURE						
CAPITAL REVENUE				***************************************		
SUB-TOTAL.	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - URBAN STORMWATER DRAINAGE	0.00	60,569.83	0.00	39.961.00	0.00	34,164.32

Attachment 4

Shire of Chittering

PROTI	ECTION OF THE ENVIRONMENT	Bud	lget	YTD B	udget	YTD A	ctual
	İ	Revenue S	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERA	TING EXPENDITURE	·					
31002	Envir - Muchea Water Sampling		2,000.00		2,000.00		0.00
31022	Envir - Contributions & Donations - Landcare	Groups	95,000.00		95,000.00		65,000.00
31042	Envir - Depreciation		5,783.58	1	3,848.00		3,850.37
31052	Envir - Administration Allocation		9,264.04	1	6,176.00		5,943.60
31102	Envir - Nrmo Agriculture - Vehicle Operating	Expenses	877.36		877.00		877.36
31132	Envir - Nrmo Ebicg - Vehicle Operating Expe	nses	568.11	Professional	568.00		568.1
31202	invir - Nrmo Water - Vehicle Operating Expenses		550.14		550.00		550.1
31212	Envir - Perth Biodiversity Project - Biodiversit	y Plan	17,240.00		17,240.00		0.0
OPERA	TING REVENUE						
31003	Envir - Charges - Lease Of Vehicles (3)	24,300.00		0.00		24,300.00	
31013	Envir - Reimbursement - Nrmo Agriculture (f	877.36		877.00		877.36	
31023	Envir - Reimbursement - Nrmo Biodiversity (568.11		568.00		568.11	
31033	Envir - Reimbursement - Nrmo Water (Ellen	550.14		550.00		550.14	
SUB-TO	TAL	26,295.61	131,283.23	1,995.00	126,259.00	26,295.61	76,789.5
CAPITA	L EXPENDITURE						
CAPITA	L REVENUE	1					
SUB-TO	TAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL	- PROTECTION OF THE ENVIRONMENT	26,295.61	131,283.23	1,995.00	126,259.00	26,295,61	76,789.5

Shire of Chittering

TOWN	PLANNING & REG. DEVELOP.	Bud	lget	YTD B	udget	YTD A	\ctuai
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERA	TING EXPENDITURE					-	
32002	Plan - Salaries		260,000.00		180,000.00		173,982.2
32032	Plan - Superannuation		29,715.00		20,574.00		20,697.1
32042	Plan - Workcare		8,712.86		8,712.86		8,712.8
32052	Plan - Uniform Allowance		1,535.00		1,535.00		702.1
32062	Płan - Professional Development		9,200.00		4,600.00		2,906.3
32072	Plan - Fringe Benefits Tax]	17,699.00		8,848.00		13,274.3
32092	Plan - Vehicle Operating Expenses		21,425.93		14,280.00		13,385.1
32102	Plan - Office Expenses		3,410.00		2,272.00		511.6
32112	Plan - Utilities		5,614.00		3,736.00		2,753.4
32122	Plan - Advertising Expenses		7.000.00		4,664.00	ļ	3,538.9
32132	Plan - Printing & Stationery		1,250.00		832.00		326.0
32142	Plan - Town Planning Scheme No 6 - Mapp	ing & Other	2,000.00		1,328.00		0.0
32152	Plan - Consultancy Fees	1	10,000.00		6,664.00		479.1
32162	Plan - Legal Expenses		45,000.00		30,000.00		22,466.6
32202	Plan - Depreciation		7,097.92	1	4,728.00		5,047.6
32212	Plan - Administration Allocation	{	71,796,35	1	47,864.00		46,062.4
32222	Plan - Muchea Employment Node		10,000.00		0.00		0.0
32242	Plan - Insurance		147.82		147.82		147.8
32252	Plan - Equipment < \$2,000		1,000.00		1,000.00		0.0
32262	Plan - Other Employee Expenses		522.27		522.00		1,279.3
	TING REVENUE						
32003	Plan - Charges - Planning Services	90,000.00		60,000.00	}	46,529.32	
32013	Plan - Charges - Regional Planning	2,000.00		1,336.00		0.00	
32023	Plan - Charges - Engineering Services	40,000.00		26,664.00		21,014.15	
32033	Plan - Reimbursements	1,000.00	į	664.00		300.00	
SUB-TO	TAL	133,000.00	513,126.15	88,664.00	342,307.68	67,843.47	316,273.2
<u>Capita</u>	L EXPENDITURE						
<u>CAPITA</u>	L REVENUE						
SUB-TO	TAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL	TOWN PLANNING & REG. DEVELOP.	133,000.00	513,126.15	88,664.00	342,307.68	67,843.47	316,273.2

Shire of Chittering

OTHER COMMUNITY AMENITIES	Bud	get	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	· · · · · · · · · · · · · · · · · · ·	y	,	,		
33002 Com Amen - Clune Park Toilets		28,557.97		19,284.00		9,605.97
33012 Com Amen - Wannamal Toilets		8,432.46		5,624.00		2,324.15
33022 Com Amen - Cemetery Toilets		3,555.97	1	2,378.00		7 1 8.21
33032 Com Amen - Cemetery Maintenance		6,278.37		4,154.00		1,062.05
33042 Com Amen - Cemetery Burial Expenses		3,745.70		2,496.00		2,054.55
33072 Com Amen - Depreciation		5,293.70		3,528.00		3,524.19
33082 Com Amen - Administration Allocation		12,738.06		8,496.00		8,172.21
33092 Com Amen - John Glenn Toilets		18,807.93		12,732.00		8,356.70
OPERATING REVENUE						
33003 Com Amen - Charges - Cemetery Fees	2,500.00		1,664.00		929.09	
SUB-TOTAL	2,500.00	87,410.16	1,664.00	58,692.00	929.09	35,818.03
CAPITAL EXPENDITURE						
33004 Com Amen - Land & Building Capital Works		143,500.00		95,664.00		139,925.10
CAPITAL REVENUE						
33015 Com Amen - Transfers From Reserves	143,500.00		0.00		0.00	
SUB-TOTAL [143,500.00	143,500.00	0.00	95,664.00	0.00	139,925.10
TOTAL - OTHER COMMUNITY AMENITIES	146,000.00	230,910.16	1,664.00	154,356.00	929.09	175,743.13

Shire of Chittering

PROGRAMME SUMMARY	Bud	lget	YTD B	ludget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE			-			
Public Halls and Civic Centres		215,011.81		143,090.00		88,250.6
Other Recreation and Sport	j	550,242.25		351,810.00		304,779.5
Libraries		79,670.59		55,683.18		49,715.4
Heritage		59,663.11		41,427.00		29,090.1
Other Culture		50,894.91	•	48,478.00		23,158.1
OPERATING REVENUE						
Public Halls and Civic Centres	179,682.00		5,624.00		6,467.60	
Other Recreation and Sport	254,883.00		0.00		0.00	
Libraries	800.00		536.00		555.14	
Heritage	1,750.00		1,160.00		627.73	
Other Culture	500.00		328.00	4	237.73	
SUB-TOTAL	437,615.00	955,482.67	7,648.00	640,488.18	7,888.20	494,993.9
CAPITAL EXPENDITURE	ŀ					
Public Halls and Civic Centres		326,884.00		66,884.00		68,667.8
Other Recreation and Sport		359,209,25		221,864.00		51,930.8
Heritage		12,044.00		9,033.00		5,922.0
CAPITAL REVENUE						
Public Halls and Civic Centres	51,768.00		0.00		0.00	
SUB-TOTAL	51,768.00	698,137.25	0.00	297,781.00	0.00	126,520.7
TOTAL - PROGRAMME SUMMARY	489,383,00	1,653,619.92	7.648.00	938,269,18	7,888.20	621,514.6

Shire of Chittering

PUBL	C HALLS AND CIVIC CENTRES	Bud	get	YTD B	udget	YTD A	ctual
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERA	TING EXPENDITURE	,					
34002	Halls - Wannamal Hall - Building Maintenanc	e	25,157.93		16,812.00		8,904.99
34012	Halls - Bindoon Hall - Building Maintenance		41,664.63		27,605.00		11,474.38
34022	Halls - Muchea Hall - Building Maintenance		42,516.41		28,364.00		21,581.98
34032	Halls - Chittering Hall - Building Maintenance		41,481.90		27,665.00		19,767.27
34042	Halls - Chinkabee Complex - Building Mainte	nance	32,265.88		21,364.00		7,636.81
34052	Halls - Depreciation		19,187.00		12,784.00		10,713.05
34062	Halls - Administration Allocation		12,738.06		8,496.00		8,172.21
<u>OPERA</u>	TING REVENUE						
34003	Halls - Reimbursement - Wannamal Hall	100.00		64.00		0.00	
34013	Halls - Reimbursement - Bindoon Hall	2,000.00		1,336.00		2,195.49	
34023	Halls - Reimbursement - Muchea Hail	3,000.00		2,000.00		2,500.00	
34033	Halls - Reimbursement - Chittering Hall	2,100.00		1,400.00		1,114.46	
34043	Halls - Reimbursement - Chinkabee Comple	850.00		560.00		357.65	
34053	Halls - Reimbursement - Other	100.00		64.00		0.00	
34063	Halls - Contributions & Donations	300.00		200.00		300.00	
34073	Halls - Grant Revenue Royalties For Region	171,232.00		0.00		0.00	
SUB-TO	TAL	179,682.00	215,011.81	5,624.00	143,090.00	6,467.60	88,250.67
CAPITA	L EXPENDITURE						
34004	Halls - Land & Building Capital Works		296,884.00		36,884.00		38,667.85
34054	Halls - Transfer To Reserve		30,000.00		30,000.00		30,000.00
CAPITA	L REVENUE						
34015	Halls - Transfer From Reserves	51,768.00		0.00		0.00	
SUB-TO	ITAL [51,768.00	326,884.00	0.00	66,884.00	0.00	68,667.85
ΤΩΤΔΙ	- PUBLIC HALLS AND CIVIC CENTRES	231,450.00	541,895,81	5,624.00	209,974.00	6.467.60	156,918.52

Shire of Chittering

SCHEDULE 11 - RECREATION & CULTURE Financial Statement for Period Ended 29 February 2012

OTHE	R RECREATION & SPORT	Bud	lget	YTD B	udget	YTD A	ctuai
		Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure
		\$	\$	\$	\$	\$	\$
OPERA	TING EXPENDITURE					1	
36002	Rec - Edmonds Place Reserve		21,654.98		14,163.00		5,667.42
36012	Rec - Bindoon Oval		52,407.01		34,759.00		38,981.4
36022	Rec - Wannamal Oval		3,556.03		2,340.00		2,565.3
36032	Rec - Muchea Oval		62,945.90		41,333.00	1	39,923.80
36042	Rec - John Glenn Park		46,878.12		31,120.00		32,572.5
36052	Rec - Sandown Park		20,191.85		13,759.00		13,213.90
36062	Rec - Chittering Valley Oval		50,622.21		33,297.00		25,081.74
36072	Rec - Lot 979 Reserve		9,421.69		6,202.00		7,356.6
36082	Rec - Blackboy Ridge		5,957.03		3,932.00		2,264.93
36092	Rec - Clune Park		43,838.33		28,787.00		18,652.5
36102	Rec - Bindoon Country Club Pos		2,345.10		1,531.00		2,053.69
36112	Rec - Sussex Bend Reserve		13,056.88		8,679.00		3,806.69
36122	Rec - Wandena Pos		9,698.95		6,338.00		281.3
36132	Rec - Santa Gertrudis Reserve		9,722.75		6,364.00		432.6
36142	Rec - Bmx Track Bindoon		2,904.43		1,909.00		1,832.6
36152	Rec - Bmx Track Muchea		9,729.97		6,460.00		6,386.5
36162	Rec - Chittering Rise Pos		2,731.99		1,780.00		0.0
36172	Rec - Blue Plains - Hidden Valley Pos		3,007.20		1,970.00		178.5
36182	Rec - Lake Chittering Heights Pos		4,007.20		2,634.00		3,355.5
36183	Rec - Chittering Springs Pos		18,629.29		12.243.00		12,797.7
36192	Rec - Regional Recreation Officer		16,350.00		0.00		0.0
36202	Rec - Trails Master Plan		7,000.00		4,664.00		0.0
36212	Rec - Loan 74 Interest		9,077.00		4,538.00		4,586.79
36232	Rec - Depreciation		104,822.24		69,880.00		70,157.0
36242	Rec - Administration Allocation		19,686.10		13,128.00		12,630.0
<u>OPERA</u>	TING REVENUE						
36073	Rec - Grant - Royalties For Regions	254,883.00		0.00		0.00	
SUB-TC	DTAL	254,883.00	550,242.25	0.00	351,810.00	0.00	304,779.5
CAPITA	IL EXPENDITURE						
36024	Rec - Furniture & Equipment		81,793.20		33,793.00		33,852.2
36044	Rec - Infrastructure - Parks & Gardens		268,654.05		183,691.00		13,771.0
36054	Rec - Principal Repayment Loan 74		8,762.00		4,380.00		4,307.5
CAPITA	IL REVENUE						
SUB-TO	DTAL	0.00	359,209.25	0.00	221,864.00	0.00	51,930.8
	- OTHER RECREATION & SPORT	254,883.00	909,451.50	0.00	573,674.00	0.00	356,710.3

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LIBRARIES	Bud	iget	YTD B	udget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
38002 Lib - Salaries		45,708.70		31,644.00		27,803.0
38032 Lib - Superannuation		4,065.00		2,810.00		3,505.9
38042 Lib - Workcare		1,294.18		1,293.18		1,294.1
38052 Lib - Uniform Allowance		420.63		420.00		353.6
38062 Lib - Professional Development		1,000.00		1,000.00		0.0
38072 Lib - Utilities		4,000.00		2,664.00		2,331.6
38082 Lib - Library Operating Expenses		4,812.00		3,268.00		2,811.4
38112 Lib - Administration Allocation		17,370.08		11,584.00		11,144.3
38132 Lib - Equipment < \$2,000		1,000.00		1,000.00		471.2
OPERATING REVENUE						
38003 Lib - Charges - Lost Books	200.00		136.00		162.60	
38013 Lib - Charges - Other	600.00		400.00		392.54	
SUB-TOTAL	800.00	79,670.59	536.00	55,683.18	555.14	49,715.4
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - LIBRARIES	800.00	79,670.59	536.00	55,683,18	555.14	49,715.4

Shire of Chittering

HERITAGE	Bud	lget	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	·			-		
39002 Her - Brockman Centre Precinct		31,711.41		21,604.00		13,083.02
39022 Her - Loan 71 Interest		2,294.00		1,719.00		1,239.22
39042 Her - Municipal Inventory		3,000.00		3,000.00		0.00
39052 Her - Depreciation		11,077.64		7,384.00		7,338.56
39062 Her - Administration Allocation		11,580.06		7,720.00		7,429.34
OPERATING REVENUE					1	
39013 Her - Reimbursement	1,750.00		1,160.00		627.73	
SUB-TOTAL	1,750.00	59,663.11	1,160.00	41,427.00	627.73	29,090.14
CAPITAL EXPENDITURE 39034 Her - Principal Repayment Loan 71		12,044.00		9,033.00	,	5,922.06
CAPITAL REVENUE						
SUB-TOTAL	0.00	12,044.00	0.00	9,033.00	0.00	5,922.06
TOTAL - HERITAGE	1,750.00	71,707.11	1,160.00	50,460.00	627.73	35,012.20

Shire of Chittering

OTHER CULTURE	Bud	get	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
40002 Othcul - Community Grants Scheme		37,646.88		37,646.00		13,789.69
40012 Othcul - Australia Day Celebration		6,000.00		6,000.00		4,910.63
40022 Othcul - Donations - Ch Number Plates		300.00		200.00		0.00
40042 Othcul - Administration Allocation		6,948.03		4,632.00		4,457.86
OPERATING REVENUE						
40003 Othcul - Charges - Sale Of History Books	200.00		128.00		137.73	
40013 Othcul - Charges - Sale Of Chittering No. Pt	300.00		200.00		100.00	
SUB-TOTAL	500.00	50,894.91	328.00	48,478.00	237.73	23,158.18
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - OTHER CULTURE	500.00	50,894.91	328.00	48,478.00	237.73	23,158.18

Shire of Chittering

PROGRAMME SUMMARY	Bud	lget	YTD B	udget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
Maintenance Roads, Bridges and Oepots		2,364,222.66		1,544,845.44		1,440,473.54
OPERATING REVENUE						
Maintenance Roads, Bridges and Depots	816,082.42		131,107.00		122,723.51	
SUB-TOTAL	816,082.42	2,364,222.66	131,107.00	1,544,845.44	122,723.51	1,440,473.54
CAPITAL EXPENDITURE						
Construction Roads, Bridges and Depots		1,614,368.00		420,273.00		404,259.46
Maintenance Roads, Bridges and Depots		0.00		0.00		0.00
Road Plant Purchases		271,000.00		112,000.00		132,000.00
CAPITAL REVENUE						
Road Plant Purchases	49,000.00		0.00		0.00	
SUB-TOTAL	49,000.00	1,885,368.00	0.00	532,273.00	0.00	536,259.4
TOTAL - PROGRAMME SUMMARY	865,082.42	4,249,590.66	131,107.00	2,077,118.44	122,723,51	1,976,733.00

Shire of Chittering

CONST. ROADS, BRIDGES, DEPOTS	Bud	get	YTD B	udget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	-					-
OPERATING REVENUE						
SUB-TOTAL.	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURE						
41004 Road - State Road Projects Funding (Rrg)		176,871.00		0.00		0.00
41014 Road - Mrwa Direct Funding		66,367.00		44,240.00		9,401.71
41044 Road - Roads To Recovery		195,000.00		0.00		658.36
41054 Road - Municipal Road Projects		50,000.00		21,641.00		21,641.05
41074 Road - Mrwa & Fag Bridges Funding		471,000.00		0.00		0.00
41084 Road - Developer Projects		135,442.00		135,442.00		121,343.72
41094 Road - Drainage Construction		240,548.00		160,368.00		192,513.07
41104 Road - Footpath Construction		52,184.00		0.00		0,00
41114 Road - Royalties For Regions 41134 Road - Swan River Nutrient Intervention Project		224,956.00		58,582.00 0.00		58,701.55 0.00
41134 Road - Swan River Nutrient Intervention Project CAPITAL REVENUE	;l	2,000.00		0.00		0.00
SUB-TOTAL	0.00	1,614,368.00	0.00	420,273.00	0.00	404,259.46
TOTAL - CONST. ROADS, BRIDGES, DEPOTS	0.00	1,614,368.00	0.00	420,273.00	0.00	404,259.46

Shire of Chittering

\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	MTCE.	ROADS, BRIDGES, DEPOTS	Bud	lget	YTDB	udget	YTD A	ctual
DEPARTING EXPENDITURE 1/232 Road-ton Administration Allocation 24,318.12 16,216.00 15,599. 17,272.18				• 1				Expenditure \$
41232 Roadon - Administration Allocation 24,316.12 16,216.00 15,599 15,299 15,299 15,299 16,216.00 347,827.4 16,216.00 347,827	OPERA.	TING EXPENDITURE	······································	*		*		
				24.318.12		16.216.00		15,599.5
Road - Depot Maintenance 47,521.85 31,502.00 24,266.								
							ł	24,266.2
42032 Road - Maintenance Of Footpaths 44,987.78 9,816.00 6,006.4				- 1				327.3
42042 Road - Street Lighting 45,000.00 30,000.00 23,283.		•		, ,			İ	6,006,9
42052 Road - Traffic Control Signs Advisory 48,048.22 31,592.00 18,913-42062 Road - Traffic Control Signs Regulatory 10,259.03 6,759.00 1,994.42072 Road - Borrow Pits Rehabilitation 3,674.08 2,340.00 0.04 42082 Road - Property Entrance Crossovers 19,764.83 12,885.00 6,941.42012 Road - Verge Maintenance (Towns / Estates) 154,728.62 101,405.00 53,098.54 42102 Road - Street Tree Pruning (Towns / Estates) 154,728.62 101,405.00 53,098.54 42122 Road - Depreciation 922,569.29 615,040.00 615,191.42 42132 Road - Administration Allocation 37,056.18 24,704.00 23,774.42 42142 Road - Rural Drainage Maintenance 203,302.65 133,327.00 130,439.14 42152 Road - Roman Data Collection 4,000.00 2,565.00 0.04 42152 Road - Insurance On Bridges 9,889.44 9,889.44 42162 Road - Insurance On Bridges 9,889.44 9,889.44 42162 Road - Gavernment Grants - State Road Funds D 1,560.00 7,664.00 6,367.00 42152 Road - Overnment Grants - Flace Road Funds D 4,000.00 22,528.00 6,252.30 42023 Road - Government Grants - State Road Funds D 4,000.00 0,00 0,00 42033 Road - Government Grants - State Road Funds D 4,000.00 0,00 0,00 42055 Road - Royallies For Regions 4,000.00 0,00 0,00 42055 Road - Contributions To Binda Place Car Park 0,00 0,00 0,00 42065 Road - Contributions To Grossovers & Verge Lan 4,000.00 0,00 0,00 42073 Road - Contributions To Grossovers & Verge Lan 4,000.00 0,00 0,00 42074 Road - Grant Country Paihways 2,650.00 0,00 0,00 42075 Road - Contributions To Grossovers & Verge Lan 4,000.00 0,00 0,00 42076 Road - Contributions To Grossovers & Verge Lan 4,000.00 0,00 0,00 42077 Road - Grant Country Paihways 2,650.00 0,00 0,00 0,00 42077 Road - Grant Country Paihways 2,650.00 0,00 0,00 0,00 42077 Road - Grant Country Paihways 2,650.00 0,00 0,00 0,00 0,00 42077 Road - Grant Country Paihways	-							
Access								
August A				· · · · · · · · · · · · · · · · · · ·				
19,764.83 12,985.00 6,941.6	-			•				0.0
42032 Road - Verge Maintenance (Towns / Estates) 221,894.09 145,133.00 138,964.45 142,000 101,405.00 53,098.65 101,405.00 615,191.45 122,207.78 176,000.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 122,207.78 133,307.00 130,439.15 130,439.15 133,307.00 130,439.15 130,43							ì	6,941.8
154,728.62 101,405.00 53,098.								138,964,9
42122 Road - Depreciation 922,569.29 615,040.00 615,191.4 42132 Road - Administration Allocation 37,056.18 24,704.00 23,774.4 42142 Road - Rural Drainage Maintenance 203,302.65 133,327.00 130,433.27.00 42162 Road - Roman Data Collection 4,000.00 2,656.00 0.0 42162 Road - Roman Data Collection 4,000.00 2,656.00 0.0 42162 Road - Parking - Binda Place (Lot 168) 12,640.00 8,424.00 10,933. 42192 Road - Asset Management (Wami) 11,500.00 7,664.00 6,789. 42202 Road - Sexpendable Tools 33,800.00 22,528.00 62,252.3 OPERATING REVENUE 20,000 66,367.00 66,367.00 66,367.00 42023 Road - Government Grants - State Road Funds D 42,201.78 61,100.00 47,165.60 42023 Road - Government Grants - State Road Funds D 42,201.78 61,100.00 47,165.60 42025 Road - Royalties For Regions 40,000.00 0.00 0.00 42025 Road - Royalties For Regions 40,000.00 0.00 0.00 42065 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42085 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Park 4,000.00 0.00 0.00 0.00 42086 Road - Contributions To Binda Place Car Pa								53,098.3
A2132 Road - Administration Allocation 37,056.18 24,704.00 23,774.4								615,191.8
42142 Road - Rural Drainage Maintenance 203,302.65 133,327.00 130,439.1								23,774.4
A2152 Road - Roman Data Collection 4,000.00 2,656.00 0.00 42162 Road - Insurance On Bridges 9,889.44 9,889.44 9,889.44 9,889.44 42172 Road - Parking - Binda Place (Lot 168) 11,500.00 7,664.00 6,242.00 10,933.7 7,664.00 7,664.0								•
42162 Road - Insurance On Bridges 9,889.44 9,889.44 10,933 10,933 11,500.00 7,664.00 10,933 11,500.00 7,664.00 10,933 11,500.00 7,664.00 10,933 11,500.00 7,664.00 6,789 12,000.00 10,000				' '				0.0
A2172 Road - Parking - Binda Place (Lot 168) 12,640.00 8,424.00 10,933. 11,500.00 7,664.00 6,789. 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 6,252.2 11,500.00 7,664.00 7,664.00 6,252.2 11,500.00 7,664			1					9,889.4
A2192 Road - Asset Management (Wami) 11,500.00 7,664.00 6,789.33 6,252.32 Road - Expendable Tools 33,800.00 22,528.00 6,252.32 6,252.32 Road - Expendable Tools 33,800.00 22,528.00 6,252.32 Road - Government Grants - Fa And Mrwa Bridge 351,000.00 66,367.00 66,367.00 66,367.00 42033 Road - Government Grants - State Road Funds D 422,201.78 61,100.00 47,165.60 42053 Road - Government Grants - Roads 2 Recovery 42055 Road - Royelfles For Regions 40,000.00 0.00 0.00 0.00 42055 Road - Contributions To Binda Place Car Park 4000.00 0.00 0.00 0.00 42065 Road - Contributions - Street Lighting 1,400.00 0.00 0.00 0.00 0.00 42063 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 0.00 42073 Road - Profit On Sale Of Asset 10,000.00 0.00				· ' I				10,933,1
A2202 Road - Expendable Tools 33,800.00 22,528.00 6,252.32								6,789.3
A2023 Road - Government Grants - Fa And Mrwa Bridge A2023 Road - Government Grants - State Road Funds D A2043 Road - Government Grants - State Road Funds P A2043 Road - Government Grants - State Road Funds P A2043 Road - Government Grants - Roads 2 Recovery A2045 Road - Royalties For Regions A2045 Road - Royalties For Regions A2045 Road - Royalties For Regions A2046 Road - Royalties For Regions A2046 Road - Contributions To Binda Place Car Park A2046 Road - Contributions To Crossovers & Verge Land A2048 Road - Contributions - Street Lighting A2048 Road - Grant Country Palhways A2049 Road - Profit On Sale Of Asset A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2045 Road - Transfer To Reserve A2046 Road - Transfer To Reserve A2046 Road - Transfer To Reserve A2046 Road - Transfer To Reserve A2046 Road - Transfer To Road - R								6,252.2
A2023 Road - Government Grants - Fa And Mrwa Bridge A2023 Road - Government Grants - State Road Funds D A2043 Road - Government Grants - State Road Funds P A2043 Road - Government Grants - State Road Funds P A2043 Road - Government Grants - Roads 2 Recovery A2045 Road - Royalties For Regions A2045 Road - Royalties For Regions A2045 Road - Royalties For Regions A2046 Road - Royalties For Regions A2046 Road - Contributions To Binda Place Car Park A2046 Road - Contributions To Crossovers & Verge Land A2048 Road - Contributions - Street Lighting A2048 Road - Grant Country Palhways A2049 Road - Profit On Sale Of Asset A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2044 Road - Transfer To Reserve A2045 Road - Transfer To Reserve A2046 Road - Transfer To Reserve A2046 Road - Transfer To Reserve A2046 Road - Transfer To Reserve A2046 Road - Transfer To Road - R	OPERA	TING REVENUE	-					
A2033 Road - Government Grants - State Road Funds D 66,367.00 66,367.00 42043 Road - Government Grants - State Road Funds P 42053 Road - Government Grants - Roads 2 Recovery 42055 Road - Royalities For Regions 40,000.00 42055 Road - Royalities For Regions 40,000.00 42055 Road - Royalities For Regions 40,000.00 42055 Road - Contributions To Binda Place Car Park 42063 Road - Contributions To Crossovers & Verge Land 42063 Road - Contributions - Street Lighting 42093 Road - Contributions - Street Lighting 42093 Road - Gontributions - Street Lighting 42093 Road - Profit On Sale Of Asset 420,000.00 42073 Road - Profit On Sale Of Asset 420,000.00 42073 Road - Profit On Sale Of Asset 420,000.00 42073 Road - Transfer To Reserve 42004 Road - Tra	42023	Road - Government Grants - Fa And Mrwa Bridge	351,000.00		0.00		0.00	
42053 Road - Government Grants - Roads 2 Recovery 195,000.00 0.00 0.00 0.00 42055 Road - Royalties For Regions 40,000.00 0.00 0.00 0.00 42059 Road - Reimbursements 4,000.00 0.00 0.00 0.00 42065 Road - Contributions To Binda Place Car Park 0.00 0.00 0.00 0.00 42083 Road - Contributions To Crossovers & Verge Land 5,463.64 3,640.00 9,190.91 42093 Road - Contributions - Street Lighting 1,400.00 0.00 0.00 42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 0.00 0.00 0.00 0.00 0.00 0.00 SUB-TOTAL 0.00 0.00 0.00 0.00 0.00 0.00	42033		66,367.00		66,367.00		66,367.00	
42053 Road - Government Grants - Roads 2 Recovery 195,000.00 0.00 0.00 0.00 42055 Road - Royalties For Regions 40,000.00 0.00 0.00 0.00 42059 Road - Reimbursements 4,000.00 0.00 0.00 0.00 42065 Road - Contributions To Binda Place Car Park 0.00 0.00 0.00 0.00 42063 Road - Contributions To Crossovers & Verge Land 5,463.64 3,640.00 9,190.91 42093 Road - Contributions - Street Lighting 1,400.00 0.00 0.00 42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.6 CAPITAL REVENUE 0.00 0.00 0.00 0.00 0.00 0.00 0.00	42043	· · · · · · · · · · · · · · · · · · ·	122,201,78		61,100.00		47,165.60	
42055 Road - Royalties For Regions 40,000.00 0.00 0.00 0.00 42059 Road - Reimbursements 4,000.00 0.00 0.00 0.00 42065 Road - Contributions To Binda Place Car Park 0.00 0.00 0.00 0.00 42083 Road - Contributions - Street Lighting 1,400.00 0.00 9,190.91 0.00 42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 0.00 0.00 0.00 0.00 0.00 0.00 SUB-TOTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00	42053	Road - Government Grants - Roads 2 Recovery	195,000.00				0.00	
42059 Road - Reimbursements 4,000.00 0.00 0.00 0.00 42065 Road - Contributions To Binda Place Car Park 0.00 0.00 0.00 0.00 42083 Road - Contributions To Crossovers & Verge Land 5,463.64 3,640.00 9,190.91 42093 Road - Contributions - Street Lighting 1,400.00 0.00 0.00 0.00 42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 0.00 0.00 0.00 0.00 0.00 0.00 0.00 SUB-TOTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	42055				0.00		0.00	
42063 Road - Contributions To Crossovers & Verge Land 42093 Road - Contributions - Street Lighting 1,400.00 0	42059		4,000.00		0.00		0.00	
42093 Road - Contributions - Street Lighting 1,400.00 0.00 0.00 0.00 42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 42004 Road - Transfer To Reserve 0.00 0.00 0.00 0.0 CAPITAL REVENUE 0.00 0.00 0.00 0.00 0.00 0.00 0.00	42065	Road - Contributions To Binda Place Car Park	0.00		0.00		0.00	
42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 42004 Road - Transfer To Reserve 0.00 0.00 0.00 0.00 CAPITAL REVENUE SUB-TOTAL 0.00 0.	42063	Road - Contributions To Crossovers & Verge Land	5,463.64		3,640.00		9,190.91	
42113 Road - Grant Country Pathways 20,650.00 0.00 0.00 0.00 42973 Road - Profit On Sale Of Asset 10,000.00 0.00 0.00 0.00 SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 42004 Road - Transfer To Reserve 0.00 0.00 0.00 0.00 CAPITAL REVENUE SUB-TOTAL 0.00 0.00 0.00 0.00 0.00 0.00 0.00	42093	Road - Contributions - Street Lighting	1,400.00		0.00		0.00	
SUB-TOTAL 816,082.42 2,364,222.66 131,107.00 1,544,845.44 122,723.51 1,440,473.4 CAPITAL EXPENDITURE 0.00 0.00 0.00 0.00 CAPITAL REVENUE 0.00 0.00 0.00 0.00 0.00 SUB-TOTAL 0.00 0.00 0.00 0.00 0.00 0.00	42113	Road - Grant Country Pathways	20,650.00		0.00		0.00	
CAPITAL EXPENDITURE 0.00 0.00 0.00 42004 Road - Transfer To Reserve 0.00 0.00 0.00 CAPITAL REVENUE 0.00	42973	Road - Profit On Sale Of Asset	10,000.00		0.00		0.00	
42004 Road - Transfer To Reserve 0.00 0.00 0.00 CAPITAL REVENUE 0.00 <td>SUB-TO</td> <td>TAL _</td> <td>816,082.42</td> <td>2,364,222.66</td> <td>131,107.00</td> <td>1,544,845.44</td> <td>122,723.51</td> <td>1,440,473.5</td>	SUB-TO	TAL _	816,082.42	2,364,222.66	131,107.00	1,544,845.44	122,723.51	1,440,473.5
42004 Road - Transfer To Reserve 0.00 0.00 0.00 CAPITAL REVENUE 0.00 <td>CADITA</td> <td>1 EYPENNITURE</td> <td></td> <td></td> <td></td> <td> </td> <td></td> <td></td>	CADITA	1 EYPENNITURE						
SUB-TOTAL 0.00 0.00 0.00 0.00 0.00 0.00				0.00		0.00		0.0
	CAPITA	L REVENUE						
ALAMA IA ARRIGADA INTERNAL ARRIAN ARRIVANA INTERNAL ARRIVANA INTER	SUB-TO	ITAL [0.00	0.00	0.00	0.00	0.00	0.0
					104 14- 11	4 8 4 8 4 8 4 8 4 8 4	400 = 44 = 11	4 446 496 -

Attachment 4

Shire of Chittering

ROAD PLANT PURCHASES	Bud	iget	YTO B	udget	YTD #	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
OPERATING REVENUE			1			
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURE						
43004 Plant - Isuzu Truck Water Tank		90,000.00		0.00		20,000.00
43084 Plant - Gardener'S Ute - Ch354		33,000.00		0.00		0.00
43184 Plant - Engineering Tech Officer - Ch510		36,000.00		0.00		0.00
43264 Plant - Bomag Compactor		12,000.00		12,000.00		12,000.00
43274 Plant - Transfer To Reserve		100,000.00		100,000.00		100,000.00
CAPITAL REVENUE						
43085 Plant - Sale Of Gardeners Utility - Ch354	10,000.00		0.00		0.00	
43185 Plant - Sale Of Engineering Tech Officer Ve	10,000.00		0.00		0.00	
43235 Plant - Sale Of Cherry Picker	10,000.00		0.00		0.00	
43255 Plant - Transfers From Reserves	49,000.00		0.00		0.00	
43265 Plant - Realisation On Disposal Of Assets	(30,000.00)		0.00		0.00	
SUB-TOTAL	49,000.00	271,000.00	0.00	112,000.00	0.00	132,000.00
TOTAL - ROAD PLANT PURCHASES	49,000.00	271,000.00	0.00	112,000.00	0.00	132,000.00

Shire of Chittering

PROGRAMME SUMMARY	Bud	get	YTD B	ludget	YTD A	Actual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						
Rural Services		103,761.15		68,372.00		45,563.2
Tourism and Area Promotion		148,568.70		104,070.00		80,474.8
Building Control		172,714.40		116,219.98		114,329.8
Economic Development		97,510.19		65,611.90		60,062.3
Other Economic Services		43,203.23		32,646.00		30,655.7
OPERATING REVENUE						
Rural Services	0.00		0.00		0.00	
Tourism and Area Promotion	3,702.00		2,466.00		2,857.72	
Building Control	85,700.00		56,664.00	ŀ	45,475.67	
Economic Development	48,545.54		29,772.00		28,959.02	
Other Economic Services	8,500.00		6,664.00		5,604.03	
SUB-TOTAL	146,447.54	565,757.67	95,566.00	386,919.88	82,896.44	331,086.1
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL [0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - PROGRAMME SUMMARY	146,447.54	565,757.67	95,566.00	386,919.88	82,896,44	331,086.1

Shire of Chittering

RURAL SERVICES	Bud	get	YTD B	udget	YTD A	totual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		·	-		·, , · ,	
48002 Rural - Noxious Weeds - Pest Plants		97,971.12		64,508.00		41,848.30
48022 Rural - Administration Allocation		5,790.03		3,864.00		3,714.99
OPERATING REVENUE						
48003 Rural - Charges - Road Verge Registration	0.00		0.00		0.00	
SUB-TOTAL	0.00	103,761.15	0.00	68,372.00	0.00	45,563.29
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - RURAL SERVICES	0.00	103,761.15	0.00	68,372.00	0.00	45,563.29

Shire of Chittering

TOURISM & AREA PROMOTION	Bud	get	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE						V
49002 Tour - Area Promotion		15,530.00		10,352.00		6,123.2
49012 Tour - Tourist Bureau Public Toilets		25,734.92		17,075.00		18,065.97
49022 Tour - Tourist Bureau Building & Garden Mtc		10,980.64		7,459.00		4,186.12
49032 Tour - Tourism Development & Support		14,290.00		14,290.00		8,640.00
49062 Tour - Festivals And Events Sponsorship		21,500.00		12,500.00		6,037.53
49082 Tour - Depreciation		6,905.51		4,600.00		4,596.83
49092 Tour - Administration Allocation		41,688.20		27,792.00		26,745.8
49102 Tour - Tourism Signage		5,769.43		3,832.00		0.0
49112 Tour - Rbdc Community Grant Expenses		6,170.00		6,170.00		6,079.2
OPERATING REVENUE						
49003 Tour - Charges - Lease Tourist Centre	2.00		2.00		0.00	
49013 Tour - Charges - Advertising Signs	200.00	1	128.00		51.82	
49023 Tour - Reimbursements	3,500.00		2,336.00		2,805.90	
SUB-TOTAL	3,702.00	148,568.70	2,466.00	104,070.00	2,857.72	80,474.8
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.0
TOTAL - TOURISM & AREA PROMOTION	3,702,00	148.568.70	2,466.00	104.070.00	2.857.72	80,474.8

Shire of Chittering

DAILL	ING CONTROL	Bud	get	YTD B	udget	YTD A	ctual
		Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERA	TING EXPENDITURE						
50002	Build - Salaries		84,700.80		58,636.00		54,852.1
50032	Build - Superannuation		7,522.00		5,202.00		4,211.0
50042	Build - Building Control - Workcare		2,678.98		2,678.98		2,678.9
50052	Build - Uniform Allowance		535.00		535.00		104.5
50062	Build - Professional Development		3,000.00		0.00		0.0
50072	Build - Fringe Benefits Tax		1,980.00	1	990.00		1,485.0
50082	Build - Vehicle Operating Expenses		9,397.59		6,264.00		5,635.2
50092	Build - Utilities		3,557.00	-	2,360.00		1,737.6
50102	Build - Office Expenses		6,276.47		4,184.00		9,789.4
50142	Build - Depreciation		3,911.90		2,600.00		2,613.5
50152	Build - Administration Allocation		48,636.24		32,424.00		31,203.7
50162	Build - Insurance		18.42		18.00		18.4
50172	Build - Other Employee Expenses		500.00		328.00		0.0
OPERA	TING REVENUE			***************************************			
50003	Build - Cherges - Boilf Levy Collections	1,300.00		650.00		467.82	
50013	Build - Charges - Brb Levy Collections	1,500.00		750.00		354.00	
50023	Build - Charges - Building Permits	70,000.00		46,664.00		37,609.93	
50033	Build - Charges - Other	3,000.00		2,000.00		2,093.92	
50043	Build - Charges - Regional Building Service	9,900.00		6,600.00		4,950.00	
SUB-TO	DTAL	85,700.00	172,714.40	56,664.00	116,219.98	45,475.67	114,329.8
CAPITA	AL EXPENDITURE			,			
CAPITA	L REVENUE						
SUB-TO	DTAL	0.00	0.00	0.00	0.00	0.00	0.0
	- BUILDING CONTROL	85,700.00	172,714.40	56.664.00	116,219.98	45,475.67	114,329.8

Shire of Chittering

SCHEDULE 13 - ECONOMIC SERVICES Financial Statement for Period Ended 29 February 2012

ECONOMIC DEVELOPMENT	Bud	get	YTD B	udget	YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	-		-			
53002 Econdel - Salaries		53,751.22		37,208.00		33,678.10
53032 Econdel - Superannuation		4,773.00		3,302.00		3,839.78
53042 Econdel - Workcare		1,698.06		1,698.00		1,698.0
53052 Econdel - Uniform Allowance		400.00	İ	264.00		0.00
53062 Econdel - Professional Development		2,000.00		0.00		0.00
53072 Econdel - Fringe Benefits Tax		1,916.00		958.00		1,437.0°
53082 Econdel - Telecommunications		2,460.00		1,640.00		1,366.63
53092 Econdel - Office Expenses		500.00		328.00		84.20
53102 Econdel - Equipment < \$2,000		600.00		600.00		154.55
53112 Econdel - Depreciation		4,418.07		2,944.00		2,549.79
53122 Econdel - Administration Allocation		16,212.08		10,808.00		10,401.43
53132 Econdel - Vehicle Expenses		8,227.86		5,480.00		4,593.8
53152 Econdel - Insurance		53.90		53.90	1	53.90
53162 Econdel - Other Employee Expenses		500.00		328.00		205.0
OPERATING REVENUE					1	
53003 Econdel - Contributions From Other Shires	37,545.54		18,772.00		17,959.02	
53013 Econdel - Grant - Club Development	11,000.00		11,000.00		11,000.00	
SUB-TOTAL	48,545.54	97,510.19	29,772.00	65,611.90	28,959.02	60,062.3
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0,00	0.00	0.00	0,00	0.00	0.0
<u>-</u>	-144					
TOTAL - ECONOMIC DEVELOPMENT	48,545.54	97,510.19	29,772.00	65,611.90	28,959.02	60,062.34

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Shire of Chittering

OTHER ECONOMIC SERVICES	Bud	lget	YTD B	udget	YTD A	lctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	,	·	,		.,,	<u>-</u>
55012 Econ - Community Bus Operations		8,550.10		7,878.00		6,305.90
55042 Econ - Depreciation		13,441.05		8,960.00		8,948.37
55052 Econ - Administration Allocation		16,212.08		10,808.00		10,401.47
55062 Econ - Business Enterprise Centre		5,000.00		5,000.00		5,000.00
OPERATING REVENUE						
55003 Econ - Charges - Extractive Industry Licence	4,500.00		4,000.00		3,300.00	
55013 Econ - Charges - Community Bus Hire	4,000.00		2,664.00		2,304.03	
SUB-TOTAL	8,500.00	43,203.23	6,664.00	32,646.00	5,604.03	30,655.74
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
0UD TOTAL		0.00	2.00	0.00	0.00	2.00
SUB-TOTAL _	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - OTHER ECONOMIC SERVICES	8,500.00	43,203.23	6,664.00	32,646.00	5,604.03	30,655.74

Shire of Chittering

PROGRAMME SUMMARY	Bud	get	YTD B	udget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE			·		· · · · · · · · · · · · · · · · · · ·	
Private Works		28,102.75		18,736.00		7,612.58
Public Works Overheads		0.00		0.00	1	21,170.58
Plant Operation Overheads		12,000.00		0.00		(7,879.84)
Salaries and Wages		18,148.61		12,096.00		20,066.19
Unclassified		11,760.03		9,834.00		9,684.32
OPERATING REVENUE						
Private Works	28,443.55		18,960.00		28,678.78	
Public Works Overheads	185.05		185.00		185.05	
Plant Operation Overheads	12,000.00		8,000.00		9,556.00	
Salaries and Wages	14,951.60		9,968.00		13,712.49	
Unclassified	3,170.00		3,170.00		0.00	
SUB-TOTAL	58,750.20	70,011.39	40,283.00	40,666.00	52,132.32	50,653.83
CAPITAL EXPENDITURE						
Unclassified		18,000.00		0.00		0.00
CAPITAL REVENUE						
SUB-TOTAL	0.00	18,000.00	0.00	0.00	0.00	0.00
TOTAL - PROGRAMME SUMMARY	58,750.20	88,011.39	40,283.00	40,666.00	52,132.32	50,653.83

Attachment 4

Shire of Chittering

PRIVATE WORKS	Bud	get	YTD Budget		YTD A	ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE	•				·	
56002 Priv - Private Works Plant Hire		21,154.72		14,104.00		3,154.72
56022 Priv - Administration Allocation		6,948.03		4,632.00		4,457.86
OPERATING REVENUE						
56003 Priv - Charges Plant Hire	28,443.55		18,960.00		28,678.78	
SUB-TOTAL	28,443.55	28,102.75	18,960.00	18,736.00	28,678.78	7,612.58
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - PRIVATE WORKS	28,443,55	28,102,75	18,960.00	18,736.00	28,678.78	7,612.58

Shire of Chittering

PUBLIC WORKS OVER	HEADS	Bu	dget	YTD	Budget	YTD A	Actual
	F	Revenue	Expenditure	Revenue	Expenditure	Revenue	Expenditure
OPERATING EXPENDITUR	<u>.</u>	\$	\$	\$	\$	\$	\$
57002 Pub - Engineering			359,427.29		248,832.00		235,711.0
57032 Pub - Engineering			42,829.00		29,646.00		29,296.6
	Office And Other Expenses		20,200.00		13,464.00		7,352.9
57045 Pub - Advertising	Ollice Vila Offici Exhelises		5,000.00		3,328.00		2,619.8
	¢0.000		4,850.00		3,232.00		2,061.2
					7,792.00		5,355.8
			11,700.00				9,321.0
57062 Pub - Engineering	rninge benefits rax		12,428.00		8,285.00		
	Vehicle Operating Expenses		46,740.58		31,160.00		25,637.7
57082 Pub - Engineering			6,000.00		4,000.00		1,529.0
57092 Pub - Roman Softv			4,805.00		4,805.00		4,805.0
57102 Pub - Training & C			30,695.86		20,225.00		18,887.9
57105 Pub - Other Emplo			1,800.00		1,200.00		2,024.
57112 Pub - Annual Leav			82,551.59		53,975.00	ļ	49,393.
57122 Pub - Public Holida	ys		33,044.00		21,599.00		20,471.
57132 Pub - Sick Pay	and the state of t		16,525.00		10,803.00		15,636.
57142 Pub - Superannual	ion (Works)		78,237.00		54,162.00		52,463.5
57152 Pub - Insurance Or			39,605.00	[39,604.00		30,029.
57162 Pub - Protective Cl	othing, Uniforms & Equipment	t (Works)	23,055.00		15,368.00		2,309.
57172 Pub - Workcare (W			38,049.68		38,049.68		38,049.0
	Building Maintenance		12,590.00		8,622.00		9,949.
57192 Pub - Too!box Mee			14,895.86		9,928.00	-	5,626.
57202 Pub - Occupational		İ	31,195.86		20,561.00		1,461.4
	On Engineering Furn, Plant &	Faulo (Wo	13,520.61		9,008.00		9,845.0
	n Allocation (Works)	, =qu .p (****)	100,746.49		67,168.00		64,636.0
57252 Pub - Superannual			4,195.00		2,738.00		3,134.
57262 Pub - Workcare (B			1,524.94		1,524.00		1,524.
	othing & Equip (Bldg Mtce)		1,000.00		664.00		0.0
57292 Pub - Expendable			2,500.00		1,664.00	į	1,145.0
					3,840.00		4,873.
	ating Costs (Bldg Mtce)	[5,766.18		,		
57322 Pub - Sundry Plant			38,171.15		25,440.00		20,427.
57412 Pub - Depreciation			1,498.38		992.00		382.
57422 Pub - Administratio	n Allocation (Bldg Mtce)		5,790.03		3,864.00		3,714.9
Recovered amounts							
57222 Pub - Less Allocate	d To Works & Services		(1,090,937.50)		(765,542.68)		(658,508.2
OPERATING REVENUE							
57003 Pub - Reimbursem	ent	185.05		185.00		185.05	
SUB-TOTAL		185.05	0.00	185.00	0.00	185.05	21,170.
CAPITAL EXPENDITURE							
CAPITAL REVENUE							
SUB-TOTAL		0.00	0.00	0.00	0.00	0.00	0.
TOTAL - PUBLIC WORKS O	VEDUEADO -	185.05	0.00	185.00	0.00	185.05	21,170.

Attachment 4

Shire of Chittering

PLANT OPERATION OVERHEADS	Bı	ıdget	YTD B	udget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue S	Expenditure \$
OPERATING EXPENDITURE				•	· ·	
58002 Pla - Fuel & Oil		194,400.00		129,600.00		119,986.94
58012 Pla - Tyres & Tubes		76,290.00		50,864.00		9,791.49
58022 Pla - Parts & Repairs		121,430.00		80,952.00		74,939.99
58032 Pla - Repair Wages		61,279.19		40,615.00		22,785.52
58042 Pla - Insurance		25,606.73		25,606.73		25,606.73
58052 Pla - Licences		11,349.57		11,349.00		7,318.94
58072 Pla - Cutting Edges		5,700.00		3,800.00		1,476.64
58092 Pla - Depreciation		185,667.76		123,776.00		114,561.29
Recovered amounts						
58082 Pla - Less Allocated To Works & Services		(484,055.49)		(345,165.73)		(291,779.68)
58102 Pla - Less Depreciation Allocated To Works	& Services	(185,667.76)		(121,397.00)		(92,567.70)
OPERATING REVENUE						
58013 Pla - Reimbursements	12,000.00		8,000.00		9,556.00	
SUB-TOTAL	12,000.00	12,000.00	8,000.00	0.00	9,556.00	(7,879.84)
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - PLANT OPERATION OVERHEADS	12,000.00	12,000.00	8,000.00	0.00	9,556.00	(7,879.84)

Attachment 4

Shire of Chittering

SALARIES & WAGES	Ві	ıdget	YTD	Budget	YTD	Actual
	Revenue S	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE			Y	,	,	
59002 Sal - Gross Salaries & Wages		2,582,552.29		1,787,922.00		1,734,943.84
59012 Sal - Workers Compensation		7,888.61		5,256.00		10,635.84
59022 Sal - Less Salaries & Wages Allocated		(2,582,552.29)		(1,787,922.00)		(1,734,943.89)
59042 Sal - Paid Parental Leave		10,260.00		6,840.00		9,430.40
OPERATING REVENUE						
59003 Sal - Relmbursement Workers Compensatio	4,691.60		3,128.00		4,282.09	
59013 Sal - Paid Parental Leave	10,260.00		6,840.00		9,430.40	
SUB-TOTAL	14,951.60	18,148.61	9,968.00	12,096.00	13,712.49	20,066.19
CAPITAL EXPENDITURE						
CAPITAL REVENUE						
SUB-TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL - SALARIES & WAGES	14,951.60	18,148,61	9.968.00	12.096.00	13,712.49	20,066.19

Shire of Chittering

UNCLASSIFIED	Budget		YTD B	udget	YTD A	\ctual
	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$	Revenue \$	Expenditure \$
OPERATING EXPENDITURE		*		· ·		···-
61002 Uncl - Prior Year Write-Offs		5,970.00		5,970.00		5,970.00
61122 Uncl - Administration Allocation		5,790.03		3,864.00		3,714.32
OPERATING REVENUE						
61003 Uncl - Contributions & Donations - Gas Pipe	3,170.00		3,170.00		0.00	
SUB-TOTAL	3,170.00	11,760.03	3,170.00	9,834.00	0.00	9,684.32
CAPITAL EXPENDITURE						
61004 Uncl - Land & Buildings		18,000.00		0.00		0.00
CAPITAL REVENUE						
SUB-TOTAL	0.00	18,000.00	0.00	0.00	0.00	0.00
TOTAL - UNCLASSIFIED	3,170.00	29,760.03	3,170.00	9,834.00	0.00	9,684.32

PURE STEEL SHED CONSTRUCTIONS P/L

ABN 49 084 599 717

BOX 25 MUCHEA WA 6501

Ph/Fax: 08.9571.4107

22/02/2012

QUOTATION

SHIRE OF CHITTERING

PO BOX 70,

BINDOON, 6501

ATT: JAMIE O'NEIL

Fax: 95761250

Phone: 95764600

Email: cesm@chittering.wa.gov.au

Dear Jamie.

Thank you for calling us regarding your shed requirements.

I have listed your specifications below and trust they will be to your satisfaction.

COLORBOND SHED, 5.1M X 18M WITH A 4.3M DOOR CLEARANCE,

2 X PERSONAL ACCESS DOORS,

2 X WHIRLY-BIRDS,

1 X 4M X 4.3M ROLLER DOOR,

1 X DIVISION WALL,

GUTTERS AND DOWNPIPES.

		GST	TOTAL
	\$22,694.00	\$2,269,40	\$24,963.40
KITSET	œ4 477 00	\$447.70	\$4,924.70
ERECTIO	N	\$0.00	\$0.00
LOADING	& DELIVERY \$265.00	\$26.50	\$291.50
LIFTING F	EE \$27,436,00	\$2,743.60	\$30,179.60
	TOTAL \$21,400,00		

It is the responsibility of the owner to supply a clear level site

Please note that you are required to provide equipment and or assistance to dig the

It is the responsibilty of the owner to supply premixed concrete. (otherwise see shed erector)

Before work can start we require a deposit as acceptance of our quote.

\$12,481.70 plus GST = \$11,347.00 50% of the kitset price The balance is to paid on completion.

If the site is over 100 kms from Muchea a delivery fee of \$3.20 per km will apply, and accomodation for two erection crew may be required.

The erection, delivery and loading is to be paid direct to the erector on completion. He is a separate company, however is quality endorsed by us.

Your custom is important to us, so if you have any queries at all, concerning the above quotation, such as, cladding profile, door clearance or any other details, such as the need for a Registered builder, we have one on staff if required. please do not hesitate to call me on 95714107 Yours faithfully,

Andrew Quince, MANAGING DIRECTOR



ABN. 73 109 359 499

UNIT 10 / 11 HANSON STREET MADDINGTON WA 6109 Phone: 9459 9655 Fax: 9459 9644

Date:

Tuesday, 21 February 2012

Attention:

Jamie O'Neil

Re: Quotation for a Western Australian Heavy Duty structure that is built to last

Thank you for your recent enquiry.

As requested I have supplied a quote for your building.

Shed size: 16 x 5.4 x 4.6 to finished floor level

1 x 4mtr x 5.4mtr Storage Room

Includes:

Engineer certified drawings
Trimclad 0.47tct Colorbond roof
Trimclad 0.47tct Colorbond walls
Colorbond tek screws and flashings
1 x B&D Roller Door 4200h x 4500w
2 x PA doors 2020h x 820w
2 x Windows 900h x1470w
2 x Gutters
2 x Downpipes
Delivery to Chittering

Supply Price including GST:

\$16,995.00

Total \$ 26 495

Excludes:

Construction \$5500 Concrete \$4 300

BENEFITS OF OUR GARAGES:

* GW is Western Australian owned and operated. We Support our WA Economy.

* Our sheds are constructed around Mass Concrete Footings NOT Bolt Down to a Slab.

* Our shed portals are bolted using 12mm structural bolts NOT tek-screwed.

* Our sheds are specifically designed to Western Australian Building Codes and to meet Australian Standard AS1170.

* 'GW' sheds have C section portal frames made from Bluescope Australia steel

* Sheds are usually available within FOUR WEEKS from order

If you require further information or would like to proceed with an order, please contact the undersigned.

Best Regards,

Colin Carvalho Sales Consultant (08) 9459 9655

GARAGE WHOLESALERS PTY LTD
*** A WA PRODUCT THAT IS BUILT TO LAST***

Subject:

FW: western Sheds Fire Truck Shed

Sent: Tuesday, 28 February 2012 11:40 AM From: Greg Ryan [mailto:westernsheds@bigpond.com]

To: 'jamie.oneil@fesa.wa.gov.au' Subject: western Sheds Fire Truck Shed





Western Sheds & Garages, 17a Blackly Row, Cockburn Central, WA. 6164 Email: westernsheds@bigpond.com Website: westernsheds.com.au

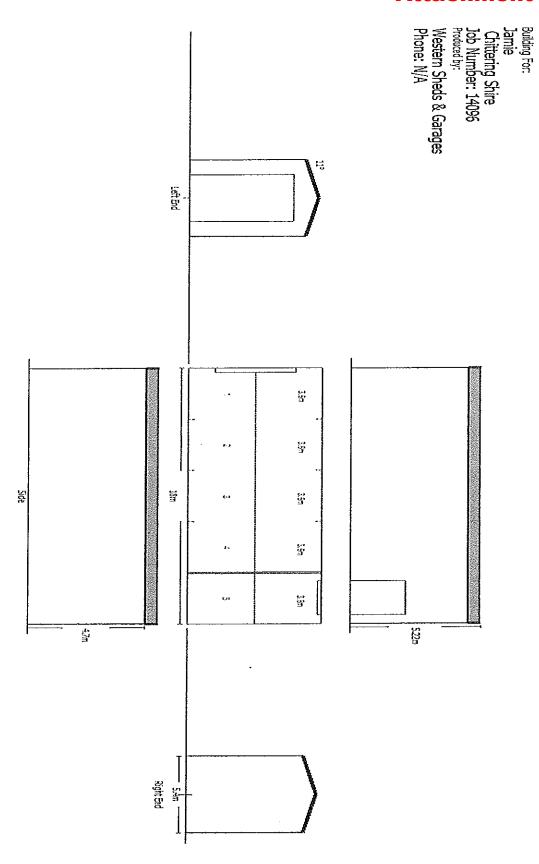
10141- B25 241.25

Cost of shed as shown below is \$16,475 materials ex -factory Perth. You would pay a builder approx.. 35 % of material cost for erection.

Western Sheds Regards Greg Hopes this helps with the budget.

Hi Jamie, Fire Truck Shed

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Page 222



MEMORANDUM OF UNDERSTANDING

BETWEEN THE

FIRE AND EMERGENCY SERVICES AUTHORITY OF WESTERN AUSTRALIA

AND

SHIRE OF CHITTERING

FOR

PROVISION OF AN EMERGENCY SERVICES LEVY
GRANT SCHEME FUNDED
INCIDENT CONTROL VEHICLE

1. PURPOSE

This Memorandum of Understanding (MOU) is intended to identify and document the arrangements, in relation to the provision and requirements for the allocation of an Emergency Services Levy Grant Scheme funded emergency response Incident Control Vehicle (ICV), between the Shire of (Name), (the Shire) and the Fire and Emergency Services Authority of Western Australia, (FESA).

This MOU does not constitute or create, and shall not be deemed to constitute, any legally binding or enforceable obligations on the part of any party.

2. FESA

This MOU will support FESA's mission, vision and values:

Mission:

In partnership with the people of Western Australia to:

Improve community safety practices; and

• Provide timely, quality and effective emergency services.

Vision:

A safer community.

Values:

Put the community first;

Work together as a committed team;

Respect and value each other; Continuously improve our service; Act with integrity and honesty;

Have open and honest two-way communications; and

Strive to keep ourselves and others safe.

3. SHIRE OF CHITTERING

Vision:

To meet the needs of a diverse range of residents and generate a place of belonging and community spirit where citizens and local business can grow while maintaining, enhancing and protecting the rural attributes of the Shire of Chittering.

Mission:

The Shire of Chittering's mission is 'Keeping the Balance' focussing on governance, community, planning/ building/ infrastructure and the environment:

- To work with and for our local community while striving to meet the needs of our rising population;
- To enhance our rural lifestyle and protect the natural environment
- To build and maintain a best practice organisation by providing good governance and quality services
- Encourage growth in all areas; including non-intrusive and sustainable development, employment and infrastructure.

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Values:

Excellence

To develop a culture of achieving high quality outputs and service delivery;

Integrity

To operate and behave with honesty, respect, and in a transparent manner;

Consistency

To uphold consistency in dealings with all persons and organisations;

Communication

To plainly and clearly exchange information, in a timely manner. To have open and effective communication, and to attempt to adopt a non-adversarial approach to dispute resolutions;

Customer Focus

To cater for the needs of our customers, and to achieve positive outcomes;

Respect

To recognise and acknowledge individuals, their opinions, and their contributions;

Valuing our Staff

Committed to having an enthusiastic, dedicated workforce, with appropriate skills to carry out tasks and to provide services to our community;

Continuous Improvement

To continue to pursue innovation, assess and adjust where necessary; work arrangements, work practices; and to stay abreast of change.

4. **DEFINITIONS**

ICV Incident Control Vehicle

COMCEN FESA Communications Centre

CBFCO Chief Bush Fire Control Officer

DM (SES) District Manager (State Emergency Service)

SES State Emergency Service

DM (BFS) District Manager (Bush Fire Service)

BFS Bush Fire Service

ESL Emergency Services Levy

5. MOU OBJECTIVES

The objectives of this MOU are;

- 5.1 to establish specific responsibilities with respect to the provision of a strategic Incident Control Vehicle to the Shire, in particular regarding:
 - requirements and standards for funding, maintenance and repair for the allocated vehicle;
 - minimum standards of brigade capability in relation to manning and response times:
 - service delivery standards, turnout arrangements and authorised use of the vehicle; and
 - future Resource to Risk reviews and the understanding that a vehicle may be recommended to be reallocated to reflect changes in risk.
- 5.2 to establish an agreement between the Shire and FESA, under Part 3 section 12(2)(e) and (f) of the *Fire and Emergency Services Authority of Western Australia Act 1998*, to ensure the Shire and its brigades/Units are supported, trained, equipped and capable of providing appropriate and timely emergency services to the WA community.

6. ACKNOWLEDGMENTS AND UNDERTAKINGS BY FESA

FESA acknowledges it shall:

- 6.1 provide through ESL Grant Scheme funding an Incident Control Vehicle, with livery reflecting the (Name) Bush Fire Brigade/(Name) State Emergency Service Unit and FESA, which will be available for use in that Brigade's/State Emergency Service Unit's normal operations;
- 6.2 provide and support the Shire with standards for servicing and maintaining the Incident Control Vehicle, including an audit and technical support function to ensure allocated vehicles reach their serviceable life;
- 6.3 provide ESL Grant Scheme funding to maintain, repair and operate the Incident Control Vehicle under the terms of this agreement; and
- 6.4 notify the Shire's CBFCO/FESA's DM (SES)/DM (BFS) through an appropriate means at any time the vehicle is mobilised outside its primary response area

7. ACKNOWLEDGMENTS AND UNDERTAKINGS BY THE SHIRE OF (Name)

The Shire acknowledges:

- 7.1 that the Incident Control Vehicle is a strategic appliance that forms part of an integrated network of response vehicles and arrangements within Western Australia;
- 7.2 and agrees the response area will include areas outside but adjacent to the Shire. Therefore this vehicle may be mobilised regularly and for extended durations to incidents outside the boundaries of the Shire at the discretion of FESA with notification to the Shire's CBFCO/FESA's DM (SES);
- 7.3 that emergency vehicles are required to respond in a timely manner and therefore the (Name) Bush Fire Brigade/ (Name) State Emergency Service Unit will be required to maintain the capability to mobilise the vehicle both within and outside

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the Shire for extended periods of time. If the (Name) Bush Fire Brigade/ (Name) State Emergency Service Unit is unable to maintain this capability the Shire agrees to immediately return the vehicle to FESA for reallocation (Note: a lack of capability is <u>not</u> demonstrated by a single event provided for in clause 7.4 below);

- 7.4 that if (Name) Bush Fire Brigade/ (Name) State Emergency Service Unit are unable to mobilise the Incident Control Vehicle then FESA will be provided access to the vehicle and may crew and deploy the vehicle;
- 7.5 that the Incident Control Vehicle will only be utilised for Emergency Service requirements and use for other activities will require the agreement of the FESA Chief Operations Officer or delegated authorised officer; and
- 7.6 that FESA will conduct future Resource to Risk reviews over the life of the Incident Control Vehicle and should the outcome of a review identify the community would be better serviced through the reallocation of the Incident Control Vehicle then the Shire, upon request from FESA, undertakes to return the vehicle for reallocation.

8. DURATION AND AMENDMENT

This MOU will remain in force for the period that an ESL Grant Scheme funded and maintained Incident Control Vehicle remains within the Shire, with a formal review to be conducted between the parties at least once every three years.

This Agreement shall not be altered, varied or modified in any respect except by agreement in writing.

9. DISPUTE RESOLUTION

The parties must first attempt to resolve any dispute arising between them in relation to any matter the subject of this MOU by way of conference and negotiation. The parties must confer and negotiate within 7 days of receiving a written notice from the other party setting out the nature of the dispute.

If the issue cannot be resolved by negotiation then the matter of dispute is to be conferred, deliberated and resolved by the FESA CEO or a nominated delegate and the Shire's CEO or a nominated delegate.

10. TERMINATION

This Agreement may be terminated by:

- either party by giving three months notice in writing to the other party at anytime; and/or
- the ESL Grant Scheme funded Incident Control Vehicle being returned to FESA.

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Item 9.4.1

Attachment 4

11. NOTICES

Notices or other communications by each party to each other and under this MOU must, unless otherwise notified in writing, be addressed and forwarded as follows:

FESA Chief Executive Officer Fire and Emergency Services Authority of Western Australia FESA House PO Box P1174 PERTH WA 6844

Chief Executive Officer Shire of Chittering PO Box 70 BINDOON WA 6502



CHIEF EXECUTIVE OFFICER

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made

BETWEEN THE

Fire and Emergency Services Authority of Western Australia 480 Hay Street PERTH WA 6000

AND

Shire of (Name) (Street Address) (Name) WA (Post Code)

and will take effect from the date of the last signature

WAYNE GREGSON APM		
CHIEF EXECUTIVE OFFICER	Signature	Date
SIGNED for and on behalf of the Shire	of-Ghittering:-by:	
GERY TUFFIN		

Signature

SIGNED for and on behalf of the Fire and Emergency Services Authority of Western Australia by:

Date



Shire of Chittering Community Safety and Crime Prevention Plan 2012 – 2015

Draft: 15 march 2012

Adopted:

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SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Introduction

The Shire of Chittering Community Safety and Crime Prevention Plan is a result of a partnership between the State Government of Western Australia (Office of Crime Prevention), other State Government Agencies, the Chittering community and the Shire of Chittering.

This plan identifies safety and crime prevention priorities for the Shire of Chittering and outlines processes to reduce crime and improve community safety ensuing safer communities.

The plan will be a useful planning tool for future developments as well as addressing current community safety and crime prevention issues.

The objectives of the Plan are to:

- · Identify and prioritise local community safety and crime prevention issues of concern;
- Develop projects and actions to address the issues of concern;
- Develop a methodology to assess and quantify the success of addressing each issue of concern.

Community Profile

The Shire of Chittering is located approximately 56kms from Perth CBD, covers an area of some 1,220 square kilometres and has two major highways, Great Northern Highway and Brand Highway, passing through the Shire.

Generally the Southern part of the shire is composed of small rural subdivisions, wineries and some broad acre farming and a small amount of industry including Tiwest and The Livestock Centre.

North of Bindoon is generally broad acre farming, with some vines and orchards and mining industry.

There are three gazetted townships in Chittering, Bindoon (where the Shire offices are located and main shopping area), Muchea to the South of Bindoon and Wannamal to the North. There is also a strong sense of community in the districts of Upper Chittering and Lower Chittering, both south of Bindoon.

The town areas of Wannamal, Muchea, Lower Chittering and Bindoon provide the focus for community life for a predominantly non-urban population that includes a significant number of absent landowners.

The Shire of Chittering had an estimated resident population of 4,310 persons at 30 June 2009, it is expected to grow to 8000 by 2016 and projections indicate 16,000 people by 2020 with the annual population growth rate being approximately 4.3% which is significantly above the State average.

The Chittering community resembles a series of communities with differing needs and expectations. Most population growth is occurring in the southern part of the Shire with people choosing a semi rural lifestyle whilst still accessing metropolitan facilities and services.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Community Safety and Crime Prevention Planning Process

Consultation

On the 19 January 2012 a survey was mailed to all landowners in the Shire seeking the views of the community on what it sees as the priority community safety and crime issues impacting on the community (Appendix 1), with 236 responses received.

Community Safety and Crime Prevention Working Group

A Community Safety and Crime Prevention Working Group was formed to assist the Shire of Chittering develop the Shire's Community Safety and Crime Prevention Plan.

The working group was involved in and reviewed the outcomes of the community consultation and prioritised issues identified through that process. Refer to Appendix 4 for membership details.

The working group, in partnership with the Shire, will manage the implementation of the plan and play an ongoing role in the evaluation of outcomes through their meetings.

Preparing the Plan

The Community Safety and Crime Prevention Profile for the Shire of Chittering 2009/2010, supplied by the Office of Crime Prevention provided information on crime statistics, long-term trends and demographic information for the Shire.

As the Community Safety and Crime Prevention Profile for the Shire of Chittering demonstrates, crime is at very low levels in the Shire of Chittering. However, feeling safe in the home and in public places is an important quality of life and any crime and anti-social behaviour can impact on the sense of safety experienced within the community.

A focus of this plan is to maintain community safety and encourage ongoing endeavours that contribute to keeping the levels of crime low.

The community safety and crime issues identified from the surveys were:

- House break-ins and rural theft;
- Road safety and speeding (including hooning and road maintenance issues);
- Graffiti and vandalism;
- Bushfire and arson;
- Antisocial behaviour:
- Dark streets: and
- Complacency for personal safety and property security.

A more complete analysis of the findings can be found in Appendix 2.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Priorities and Objectives

The Shire of Chittering Community Safety and Crime Prevention Working Group considered the information gathered during the consultation process including the survey and previous surveys undertaken by the Shire and the statistical data provided by the Office of Crime Prevention. The Group has prioritised the issues and identified ways in which each issue can be addressed:

- Partnerships with key stakeholders to ensure the Plan is implemented and evaluated, including Shire of Chittering Staff, Main Roads, WA, Gingin Police, the Office of Crime Prevention and local Community Groups;
- Increase awareness of community safety and property security;
- Supporting youth and youth activities;
- Education on alcohol and drug related issues;
- Designing public spaces and facilities for community safety and crime prevention (eg include CCTV, increased lighting etc);
- Reduce incidents of speed and to make the roads safer.



Identified Strategies, Actions, Projects and Activities

Locally identified strategies that address the issues have been developed. Each strategy has a number of actions/projects or activities

- 1. Partnerships with key stakeholders to ensure the Plan is implemented and evaluated, including Shire of Chittering Staff, Main Roads, WA, Gingin Police, the Office of Crime Prevention and local Community Groups.
- 1.1 Implement and monitor strategies identified in the Plan;
- 1.2 Liaise with key stakeholders to assist with the implementation of the strategies identified in the Plan;
- 1.3 Promote the Community Safety and Crime Prevention Plan, activities and outcomes to the community.
- 2. Awareness of community safety and property security.
- 2.1 Promote Rural Watch;
- 2.2 Promote the community process for reporting incidences or observations;
- 2.3 Promote awareness to keep people and property safe from theft and bushfire;
- 2.4 Include information in the new property owner's welcome pack;
- 2.5 Lobby for increased mobile telephone coverage to eliminate 'black spots'.
- 3. Supporting youth and youth activities.
- 3.1 Continue to support activities for youth by obtaining grant funding and utilising the Be-Active Coordinator;
- 4. Education on alcohol and drug related issues
- 4.1 Provide education and awareness of alcohol and drug issues at community events and events organised for the youth.
- 5. Designing public spaces and facilities for community safety and crime prevention
- 5.1 Increase street lighting in the Shire of Chittering, particularly in the more populated areas;
- 5.2 Seek funding for CCTV for public places and other identified areas of concern;
- 5.3 Consider design principles in all developments for public places to assist with the reduction of crime.
- 6. Reduce incidents of speed and to make the roads safer
- 6.1 Liaise with key stakeholders to assist with the reduction of speeding and hooning on the roads within the Shire.
- 6.2 Liaise with key stakeholders to improve the condition and provide ongoing maintenance for the roads within the Shire.

1. Partnerships with key stakeholders to ensure the Plan is implemented and evaluated, including Shire of Chittering Staff, Main Roads, WA, Gingin Police, the Office of Crime Prevention and local Community Groups.

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
1.1	Implement and monitor strategies identified in the Plan	Facilitate regular progress meetings with regard to the Community Safety & Crime Prevention Plan 2012 -2015 Review the progress of specific projects/activities identified within the Plan.	Shire of Chittering Shire of Chittering Safety & Crime Prevention Working Group	Implementation and evaluation of the actions, projects and activities identified in the Plan.	Funding and resources to be sought through: Shire of Chittering; Office of Crime Prevention.	Community Safety & Crime Prevention Working Group to meet at least twice per year	 Number of meetings Notes of meetings Implementation of actions, projects and activities
1.2	Liaise with key stakeholders to assist with the implementation of the strategies identified in the Plan	Engage other groups / organisations in the process.	Shire of Chittering Other local government and government agencies Shire of Chittering Safety & Crime Prevention Working Group	Sustainability of the Plan and the processes of implementation of actions, projects and activities	Funding and resources to be sought through: • Shire of Chittering; • Office of Crime Prevention Assistance and advice from relevant organisations / agencies	Annual review	Implementation of actions, projects and activities
1.3	Promote the Community Safety and Crime Prevention Plan, activities and outcomes to the community	Utilise existing processes to promote the Plan and the role of the Working Group. Utilise existing processes to provide the community with an opportunity for feedback.					

2. Awareness of community safety and property security.

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
2.1	Promote Rural Watch	 Contact the Neighbourhood Watch Program (NHW) State Coordinator for assistance in re-establishing Rural Watch activity; Obtain information from NHW for personal and property security; Publications as appropriate for Shire of Chittering. 	Shire of Chittering in partnership with the Local Police Rural Watch Program and the Community	Increased reporting allowing incidents to be addressed; Greater Community awareness.	Possible funding for Rural Watch Activities.	Contact State Coordinator by 30 April 2012; Advertise to Community to commence early July 2012.	Number of Rural Watch Activities; Meeting notes; Promotional / signage
2.2	Promote the community process for reporting incidences or observations	Through Rural Watch promote the process for the community to report crime to Police	Shire of Chittering Rural Watch; Local Police	Increased reporting; Increased awareness.	Funding opportunities for promotional material and advertising	An article in Chatter@chittering at least quarterly	Increased level of reporting
2.3	Promote awareness to keep people and property safe from theft and bushfire	Educate the community in fire hazard reduction /workshops /street meets; Promotion through Rural Watch to be vigilant and report crime to police; Work with Gingin Police to facilitate monthly visits.	Shire of Chittering; FESA; Rural Watch Group; Local Police; Local VBFBs	Annual Plan for Fire Hazard Reduction; Increased awareness; Decrease in fire hazard infringements. Reduction in property thefts	Shire of Chittering funding; FESA; Other funding opportunities to be sourced.	Review fire hazard infringements annually; Articles in chatter@chittering at least twice a year.	Decrease in number of fire hazard infringements issued; Number of community information events held; Number of appointments booked to see Police.
2.4	Include information in the new property owner's welcome pack	Promotional and informative information to be included in new owner welcome packs	Shire of Chittering	Increased awareness in community safety and crime prevention;	Shire of Chittering funding; FESA promotional resources; Rural Watch	Ongoing	Feedback from the community

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
				New residents	promotional		
				informed of Rural	resources.		
				Watch and			
				encouraged to join.			
2.5	Lobby for increased	Lobby providers and	Shire of Chittering;	Decrease in mobile	Mobile phone	Ongoing	Feedback from the
	mobile telephone	members of State and	Community.	phone black spot	service providers		community;
	coverage to eliminate	Federal Parliament to		sites			Decrease in
	'black spots'	improve coverage in known					complaints
		mobile telephone coverage					received by the
		black spot areas.					Shire and
							emergency services

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

3. Supporting youth and youth activities.

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
3.1	Continue to support	Continue to work towards	Shire of Chittering	Increase youth	Shire of Chittering	Ongoing	Feedback from
	activities for youth by	establishing processes to	in partnership with	involvement in	funding;		youth and
	obtaining grant funding	assist the community groups	the Be Active	community groups;	CDO and Be Active		community groups;
	and utilising the Be-	to engage and involve youth	Coordinator	Increase in	Coordinator to seek		Increased number
	Active Coordinator	in activity planning and		activities for youth.	funding for youth		of youth involved in
		delivery;			related activities		activities of various
		Identify ways to support			and facilities.		clubs and groups.
		specific youth activities and					
		clubs.					

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

4. Education on alcohol and drug related issues

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
4.1	Provide education and	Continue to provide	Shire of Chittering;	Increased	Roadwise Funding;	At least one event	Number of
	awareness of alcohol and	educational material on	Local Police;	awareness of drug	Other grant funding	per annum	education activities
	drug issues at community	drugs and alcohol at		and alcohol issues	opportunities.		undertaken;
	events and events	major events					Feedback from the
	organised for the youth						community.



SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

5. Designing public spaces and facilities for community safety and crime prevention

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
5.1	Increase street lighting in	Develop recommendations	Shire of Chittering	Improvements	Shire of Chittering	Ongoing;	Community
	the Shire of Chittering,	to improve street lighting		considered during		Review annually.	feedback
	particularly in the more			planning /			
	populated areas			replacement and			
				budget process			
5.2	Seek funding for CCTV and	1. Conduct an audit of	Shire of Chittering	Reduction of graffiti	Shire of Chittering;	Commence prior to	Reduction in graffiti
	lighting/increased lighting	recreational areas to		/ vandalism and a	Office of Crime	June 2012.	/ vandalism and
	for public places and	identify areas of concern.		sense of safety for	Prevention;	Review annually	complaints from
	other identified areas of	2. Install / increase lighting		users.	Other funding		general public
	concern	and CCTV for all public			bodies.		
		toilets within the Shire.					
5.3	Consider design principles	Review of design and	Shire of Chittering	DOC Principles	Shire of Chittering;	Consider review by	DOC Principles
	in all developments for	planning procedures;		considered.	Other funding	end of 2012	considered.
	public places to assist	Promote Designing Out			bodies		
	with the reduction of	Crime Prevention (DOC)					
	crime	Principles in new					
		developments.					

6. Reduce incidents of speed and to make the roads safer.

No	Identified Strategies	Actions	Key stakeholders	Outcomes	Resources	Timeline	Evaluation
6.1	Liaise with key stakeholders to assist with the reduction of speeding and hooning on the roads within the Shire.	Engage other groups / organisations in the process; Lobby for speed reductions within townsites and subdivisions; Continue to lobby and support the Bypass for Bindoon and the Perth Darwin Hwy; Utlise the SAM trailer to warn drivers to slow down when entering a townsite; Development of a Roadwise Committee.	 Shire of Chittering Other local government and government agencies. Shire of Chittering Safety & Crime Prevention Working Group. Local police. 	Reduction in speed limits on GNH and Shire of Chittering roads in residential areas. Reduction in speeding and hoon drivers. Increased safety for all road users and the public.	Shire of Chittering; Other government agencies; Local police; MRWA; Roadwise WA.	To be reviewed annually	Community feedback; Reduction in complaints; Increased public and road user safety; Implementation of traffic reduction devices in all new and existing roads.
6.2	Liaise with key stakeholders to improve the condition and provide ongoing maintenance for the roads within the Shire	Development of a ten year road maintenance plan to provide information to the community on road maintenance programs; Promote the Shire's Work Request system; Lobby Main Roads WA for improvement / upgrade of Great Northern Highway and other roads maintained by MRWA; Promote the Shire's Footpath Plan to the community.	 Shire of Chittering Main Roads WA Other local government and government agencies Federal Government 	Improvement in road surface integrity; Development of road and footpath maintenance standards; Implementation of safe footpaths; Developed time lines of road improvements with both the Shire of Chittering and MRWA.	Shire of Chittering; Other government agencies; MRWA; Federal Government.	To be reviewed annually	Community feedback; Reduction in complaints and delivery time frames; Providing a higher standard of asset management; Implementation of a Road Maintenance Program; Increased public and road user safety.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

State Community Safety and Crime Prevention Strategy

The State Community Safety and Crime Prevention Strategy lists five key goals and priority actions that will help make 'Western Australia a safer place to live, work and play' (p4). The five key goals are:

Goal 1: Supporting Families, Children and Young People

Goal 2: Strengthening Communities and Revitalising Neighbourhoods

Goal 3: Targeting Priority Offences

Goal 4: Reducing Repeat Offending

Goal 5: Designing Out Crime and Using Technology

Relationship to the State Strategy

Priorities	Relationship to State Community Safety and
	Crime Prevention Strategy Goals
Partnerships with key stakeholders to ensure the Plan is implemented and evaluated, including Shire of Chittering Staff, Main Roads, WA, Gingin Police, the Office of Crime Prevention and local Community Groups	2,3,4,5
Increase awareness of community safety and property security	1,2,3,4
Supporting youth and youth activities	1,2,3,4,5
Education on alcohol and drug related issues	1,2,3,5
Designing public spaces and facilities for community safety and crime prevention (eg include CCTV, increased lighting etc)	2,3,4,5
Reduce incidents of speed and to make the roads safer	1,2,3,4,5

Timeframe

The timeframe for implementation of the Plan is three (3) years, with final evaluation of initiatives due in 2015.

The key issues identified throughout the community consultation process will form the framework and primary objective for the Shire of Chittering Community Safety and Crime Prevention Plan 2012 - 2015.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

The Shire of Chittering will house the Plan and in partnership with key stakeholders, coordinate the implementation of the Plan to address each of the key issues identified. Funding shall be sought from the Office of Crime Prevention and other relevant bodies to assist the Shire of Chittering with the implementation of strategies.

The progress of this Plan and the key initiative identified will also be evaluated regularly and reported to the Shire of Chittering Community Safety and Crime Prevention Working Group regularly to effectively monitor the progress and impact of these actions.

Prioritised projects for implementation

The Shire of Chittering Community and Safety Crime Prevention working group considered it important to implement some actions of the plan quickly to ensure the implementation process gains momentum.

The Group liaised with Shire staff and determined that, as the public toilets located at Clune Park, the Bindoon Hall, John Glenn Park and Lower Chittering Hall are vulnerable to vandalism, graffiti and inappropriate use (ie drugs the need for upgraded lighting and CCTV for these centres has been identified as an action for priority of funding.

The actions were viewed under the following criteria:

Importance of the issue it was addressing;

Ease of implementation;

Amount of resources and funding required; and

Amount of skills and knowledge needed.

The following actions/projects are therefore recommended to be implemented first:

2.1	Promote Rural Watch	Contact the Neighbourhood Watch Program (NHW) State Coordinator for assistance in re-establishing Rural Watch activity; Obtain information from NHW for personal and property security; Publications as appropriate for Shire of Chittering.
5.2	Seek funding for CCTV and lighting/increased lighting for public places and other identified areas of concern	Install / increase lighting and CCTV for all public toilets within the Shire.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Appendix #1 Shire of Chittering Community Safety and Crime Survey



SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015



POSTAGE PAID BINDOON

SHIRE OF CHITTERING

To the Householder

Community Safety and Crime Prevention Survey

Dear Resident

The Shire of Chittering is developing a plan to address key community safety and crime issue in the Shire for the next three years.

To provide an understanding of your local safety and security issues we would like to hear from you. What are your experiences and perceptions of community safety in the Shire of Chittering?

We would appreciate a few minutes of your time to complete this survey.

Gary Tuffin

CHIEF EXECUTIVE OFFICER

RETURN YOUR COMPLETED SURVEY TO:

In person: Shire of Chittering Administration Centre

6177 Great Northern Highway

BINDOON WA 6502

Post: PO Box 70

BINDOON WA 6502

Facsimile: 08 9576 1250

Email: chatter@chittering.wa.gov.au

By.....

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

1	I leads	iovo shes livine !	the Chine of Cl	ittorine in laire		mhar anlul
1.	i peli	ieve that living in	trie onire of Ch	ittering is: (piea:	se circle one nui	mper only)
	1	2	3	4	5	6
Very	safe					Very unsafe
2.	I beli	ieve that the crim	e rate in the Sh	ire of Chittering	is: (please circle	e one number only)
	1	2	3	4	5	6
Very	IOW					Very high
3.	Duri	ng the time that	ou have lived	in the Shire of C	Chittering do yo	u believe safety/crime
	has:	(please tick one o	nly)			
		Become less of a	oroblem			
		Stayed about the	same			
		Become more of a	a problem			
4.				or crime issues	and tick the <u>5</u>	that concern you the
	most	t in the Shire of Cl	nittering:			
		House break-ins				
		Motor vehicle bre	ak-ins			
		Motor vehicle the	ft			
		Road safety assoc	iated with poor	roads or traffic	hazards	
		Speeding cars/da	ngerous driving			
		Drink driving				
		Physical assault				
		Sexual assault				
		Rural theft				
		Graffiti / vandalisi	m			
	=	Gang behaviour				
		Drunken / disorde	rly hehaviour			
		Antisocial behavio				
	=	Dark streets	, ui			
		_				
		Drugs				
		Domestic abuse	-16 A			
		Other (please spe	city):			
5.		ne five you have o greatest priority fo		-	ntify the safety	/ crime issue that is of
6.	Aro *	hara any othor or	acific places in	the Shire of Chi	ttering where w	ou feel unsafe? Please
о.		nere any other sp hese areas:	ecific places in	the Shire of Chi	ttering where y	ou feel unsafe: Please
Shire	of Chit	tering Communi	y Safaty & Cris	no Survoy		Рада 1

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

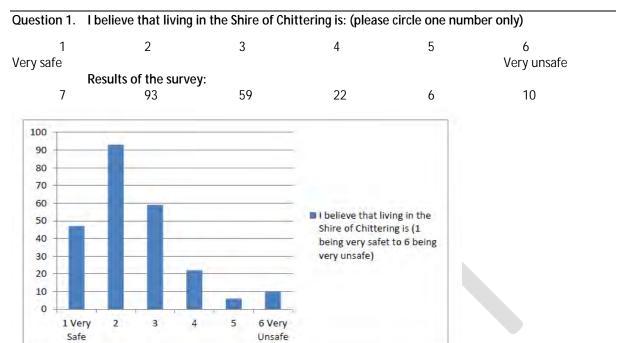
7.	Why do you feel unsafe in these areas?							
8.	What do you th Chittering?	ink could be do	one to make yo	u feel safer or p	prevent crime in	n the Shire of		
9.	Do you have a Chittering?	ny other comm	ents regarding	safety or crime	e prevention in	the Shire of		
Please	e circle							
AGE:	Under 18	18 – 24	25 + 34	35 – 44	45 – 54	over 55		
GEND	ER:	Male	Fema	ile				
Are yo	ou completing this A rural /rural re A resident in a t A commercial be Other (please sp	sidential landho own; which tow usiness operator	lder; n r;					
How le	ong have you lived	l in the Shire of	Chittering?					
	d you like to be co unity?	onsulted further Yes	on the develop No	oment of the pl	an to improve s	safety in your		
If yes,	please provide yo	ur contact detai	ls here:					
Thank Chitte	you for taking thring.	ne time to comp	plete this surve	/. Your views a	re important to	o the Shire of		
Shire	of Chittering Con	nmunity Safety	& Crime Survey			Page 2		

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

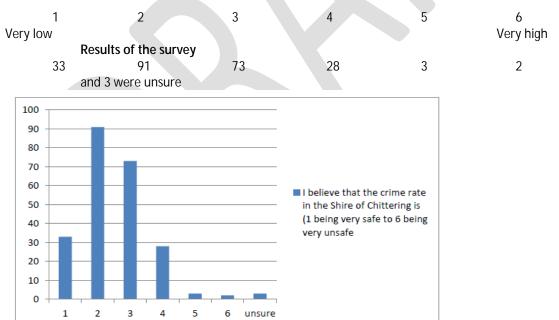
Appendix #2 Survey Results



A copy of the Shire of Chittering Community Safety and Crime Prevention Survey was mailed to all property owners in the Shire. Two hundred and thirty six (236) responses were received. Not all questions were answered on a large number of the documents received.



Question 2. I believe that the crime rate in the Shire of Chittering is: (please circle one number only)



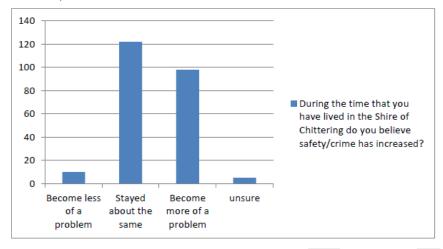
Question 3. During the time that you have lived in the Shire of Chittering do you believe safety/crime has: (please tick one only)

4	3,	
Become	less of a problem	
Stayed a	oout the same	
Become	more of a problem	

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Survey Results

10 felt that it has become less of a problem; 122 said it stayed about the same; 98 said crime had become more of a problem and 5 were unsure.



Question 4. Please consider the following safety or crime issues and tick the <u>5</u> that concern you the most in the Shire of Chittering:

House break-ins
Motor vehicle break-ins
Motor vehicle theft
Road safety associated with poor roads or traffic hazards
Speeding cars/dangerous driving
Drink driving
Physical assault
Sexual assault
Rural theft
Graffiti / vandalism
Gang behaviour
Drunken / disorderly behaviour
Antisocial behaviour
Dark stroots

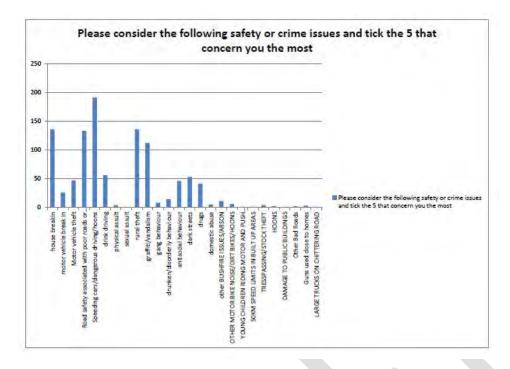
Survey results

Drugs

Domestic abuse
Other (please specify):

House break in 136; motor vehicle break in 26; motor vehicle theft 47; road safety associated with poor roads or traffic hazards 133; speeding cars/dangerous driving/hoons 191; drink driving 56; physical assault 4; sexual assault 0; rural theft 136; graffiti/vandalism 112; gang behaviour 8; drunken/disorderly behaviour 14; antisocial behaviour 46; dark streets 53; drugs 41; domestic abuse 5; Other - Bushfire issues/arson 11; motor bike noise/dirt bikes/hoons 6; young children riding motor/push bikes on roads 1; 50 km speed limits needed in built up areas 1; trespassing/stock theft 4; hoons 2; damage to public buildings 1; bad roads 2; guns used close to homes 3; and large trucks on roads 1.

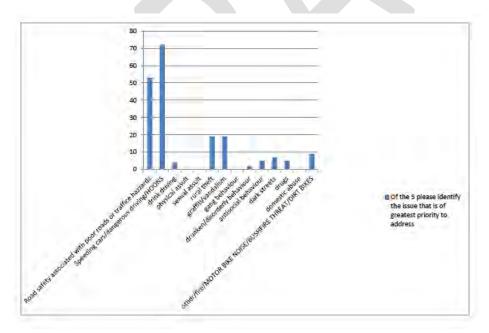
Other comments



5. Of the five you have chosen in question 4, please identify the safety / crime issue that is of the greatest priority for your community to address:

Results from survey

It is very evident that speeding, hooning and road safety issues are the community's key areas of concern with house break-ins, rural theft and graffiti / vandalism also rating high as issues of concern.



Question 6. Are there any other specific places in the Shire of Chittering where you feel unsafe? Please list these areas:

Results from survey

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

GNH trucks/speeding/tony place corner/bypass/Bindoon Hill/Kay Rd; Maryville Downs; Bindoon Hotel entry/exit on highway; bushfire prevention; poor roads in sub divisions; no ambulance assistance; high fuels loads/poor hazard reduction; no local police; Binda Place North entrance of Binda Place unsafe; double lines on hilly windy rds; Teetree Rd at night; intersections Wandena & Hereford/Muchea East Rd; lack mobile phone service; trucks speeding thru Bindoon at night; breaking down at night on GNH & minor roads dark and mobile phone connection poor; unsafe in home Muchea; speeding/dangerous driving Muchea/Wandena Rd on weekends; Chittering Rd too narrow/trucks; unsafe for children to ride bikes to school/wait at bus stop; Cullulla road dangerous; Bindoon townsite roads / carpark dangerous; GNH condition Tony's place dangerous; need 60km pass Muchea store; back Payne St; own home after break in; Bindoon-Moora Rd slippery hill; Maryville disgusting upkeep; roads & edges dangerous; Gray Rd; hoons; when running along roads; Polenelli / Jenkins / Lower Chittering / Bullsbrook; exiting driveways due to speeding / hooning; Muchea Sth Rd bumpy; Brand Hwy

Question 7. Why do you feel unsafe in these areas?

Results from survey

No street lighting; speeding cars / hoons / unsafe overtaking & driving; someone will die/large volume traffic; lack mobile service; transients lack of preventative measures for bushfire; lack police presence; roads not wide enough; no emergency communication if cant access mobile phone coverage; drunk people sleep in hall Muchea; GNH bumpy dangerous / crossing for pedestrians; need bypass; dusty/muddy roads impassable; group young people threatening; isolation; dangerous intersections / blackspots; no marking at bus stops; antisocial behaviour / graffiti; poor rd design / heavy vehicles

Question 8. What do you think could be done to make you feel safer or prevent crime in the Shire of Chittering?

Results from survey

More police / station; rural watch; street lighting; more employment activities for young people; harder line for hazard reduction; speed reduction signs / bumps GNH / tourist roads / townsites; management of persons not complying with fire restrictions; reduce speed turning lane Hereford / Muchea east; divert heavy traffic from Bindoon / bypass; black spots mobile service along GNH; improve bushfire preventative strategies; level of crime acceptable spend money elsewhere; increase sense of community / pride; social / employment opportunities for younger people; access to public transport; better mobile coverage; speed humps in Muchea; GNH needs upgrading; driver training / harsher penalties; bitumise Cullulla Rd; paid 24x7 fire fighters for Bindoon; improved roads / signage; advise community of suspicious events; stop hoons; security / ranger / police patrols; better street lighting; work with main rds; footpaths in Muchea

Question 9. Do you have any other comments regarding safety or crime prevention in the Shire of Chittering?

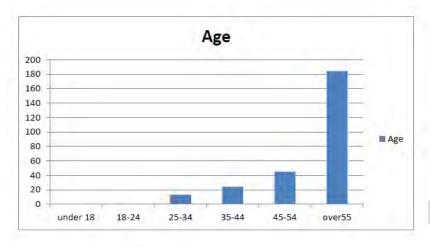
Results from survey

More police presence; fuel reduction fire / fire breaks / fire bugs; fix intersection Ridgetop / Pioneer; Tony's place corner; rural watch reinstate; speeding in Bindoon / Binda place parking / crossing hwy at post office; decoy speed cameras / go slow lights; more deterrent for crime; i feel safe; crime has decreased; stop drag racing / hoons; better street lighting; cctv; remove trees from road edges; vandalism / graffiti increase; more patrol vehicles; keep it rural; future for youth to prevent antisocial behaviour; been an increase in graffiti / speeding / hoons / gunshots; shire all talk no action; increased tradies making other properties vulnerable; flashing lights / under / overpass for school crossing in bindoon; increase awareness / hazard management; had 2 breakins in 18 months

Please circle

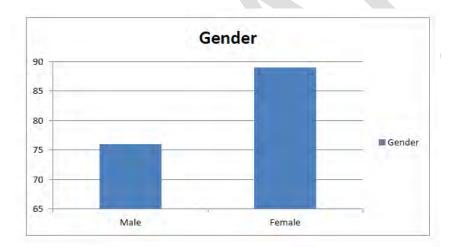
SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

AGE:	Under 18	18 – 24	25 + 34	35 – 44	45 – 54	over 55
Results from	survey					
Under 18	18-24	25-34	35-44	45-54	over55	
0	0	13	24	45	184	



GENDER: Male Female

Survey results 76 89



Are you completing this survey as a (please tick):

A rural /rural residential landholder;

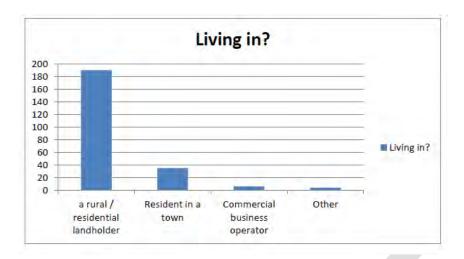
A resident in a town; which town _____

A commercial business operator;

Other (please specify)

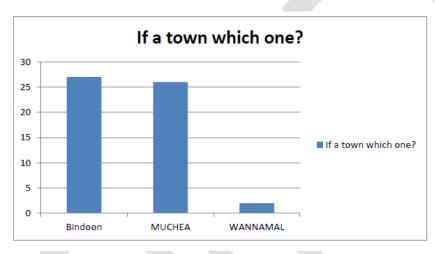
Survey results

Rural / residential landholder	Resident in a town	Commercial business operator	Other
190	35	6	4



Residents of a town from the above question:

Bindoon	MUCHEA	WANNAMAL
27	26	2



How long have you lived in the Shire of Chittering?

The average length of time the responders have lived in the Shire is 13.63 years.

Priorities identified from the survey

The Shire of Chittering Community Safety and Crime Working Group have analysed the results from the survey and have identified the following crime issues:

- House break in and rural theft;
- Road safety and speeding (including hooning and road maintenance issues);
- Graffiti and vandalism:
- Bushfire and arson;
- Antisocial behaviour;
- Dark streets; and
- Complacency for personal safety and property security.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

It is very evident that speeding and hooning and road safety issues are the community's key areas of concern with house break-ins, rural theft and graffiti / vandalism also extreme issues.

Clearly the community believe that more police presence and ranger patrols are required within the Shire.

There is also a strong demand for Rural Watch to be re-instated.

Bushfire, fire hazard reduction and arson was also recorded as an issue of concern on a number of responses. This may be partially attributed to allegedly deliberately lit fires recently but more likely due to the publics' increase awareness of the dangers pertaining to fires following serious incidents in both Western Australia and the Eastern States.

The results also indicate that the community feel the level of crime has remained the same or increasing. Written notes on some of the returned surveys would indicate that the general consensus is that crime levels will increase as the population increases.

It is also interesting that nearly 70% of the responses received where from people over the age of 55 and none were received from anyone under the age of 18.



SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Appendix #3 Shire of Chittering Community Safety and Crime Prevention Profile 2009-2010

Provided by the Office of Crime Prevention



SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

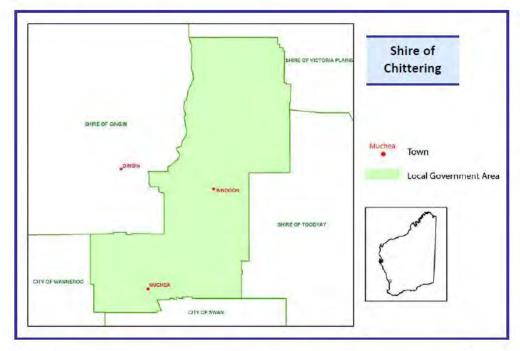


Community Safety and Crime Prevention Profiles aim to help local governments identify and address local crime issues. The profiles are part of the Community Safety and Crime Prevention partnership with the Office of Crime Prevention and include crime statistics, long-term trends, and demographic information.

Important material to support the understanding and interpretation of statistics and other information in this profile is provided in the *Community Safety and Crime Prevention Profile 2009-10 Supplement*. A copy of the supplement can be obtained from the Office of Crime Prevention website: www.crimeprevention.wa.gov.au or by clicking on this link Profile Supplement.

Acknowledgements

The profile of the Shire of Chittering has been prepared by the Office of Crime Prevention with the assistance of the Australian Bureau of Statistics.



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	1.2 Offence Rates	3
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	1.5 Unique Offenders Arrested and Victims of Crime	9
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SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

SECTION 1: RECORDED CRIME

Recorded crime data will help answer the following questions:

- What type of crime is occurring in Chittering and how does it compare with crime in the Midlands Statistical Division (SD) and the state of Western Australia?
- What are the crime rates in Chittering and how do they compare with rates in the Midlands SD and Western Australia?
- Which offences are increasing or decreasing in Chittering and how do they compare with offences in the Midlands SD and Western Australia?

Crime statistics offence descriptions for Western Australia are based on the Australian Standard Offence Classification (ASOC). General offence descriptions can be found in Appendix B on page 8 of the Community Safety and Crime Prevention Profile 2009-10 Supplement or by clicking on this link Appendix B. The ASOC classification was not used in the compilation of Community Safety and Crime Prevention Profiles prior to 2006-07. Users of this profile should familiarise themselves with ASOC to better understand and interpret the information provided (ABS Cat. no. 1234.0, www.abs.gov.au).

For factors that affect interpretation of these statistics, users should also refer to Appendix A on page 6 of the 2009–10 Profile Supplement or by clicking on this link Appendix A.

1.1(a) Offence Counts

The Recorded Crime table documents the number of offences recorded in Chittering in 2009-10, and the proportion that each offence category contributes to total recorded crime. The table will enable users to determine which offences are most common, and how the pattern of offences differs across the regions.

In Chittering a total of 194 offences were recorded in 2009-10, 54 offences or 21.8% fewer than in 2008-09. The most commonly recorded offences were other theft (i.e. other than motor vehicle) with 20.6% of the total, property damage (12.9%), and non-aggravated assault (6.7%).

Recorded Crime, 2009-10

	Chitteri	ng (S)	Midlands	Western Australia
Offence	Number	%	%	%
Homicide and Related Offences	0	0.0	0.1	0.0
Aggravated assault	2	1.0	2.7	2.9
Non-aggravated assault	13	6.7	8.3	6.6
Aggravated sexual assault	8	4.1	1.4	1.0
Non-aggravated sexual assault	0	0.0	0.1	0.2
Aggravated robbery	0	0.0	0.1	0.5
Non-aggravated robbery	0	0.0	0.0	0.2
Threatening behaviour	4	2.1	3.9	2.1
Residential burglary	9	4.6	5.6	9.2
Non-residential burglary	12	6.2	4.3	3.5
Motor vehicle theft	10	5.2	1.5	2.6
Other theft	40	20.6	15.0	26.5
Property damage (a)	25	12.9	18.2	17.1
Drugs - deal or traffic	4	2.1	0.7	0.7
Drugs - possess or use	2	1.0	4.9	3.6
Other offences (b)	65	33.5	33.3	23.2
Total	194	100.0	100.0	100.0

⁽a) Excludes graffiti.

(b) Includes Dangerous or negligent acts endangering persons; Abduction and related offences; Public order offences; Offences against justice procedures, government security and government operations; Miscellaneous offences (excluding Threatening behaviour); Import/ export, Manufacture/cultivation and Other illicit drugs offences; and Environmental pollution.

Source: Western Australia Police Monthly Recorded Crime.

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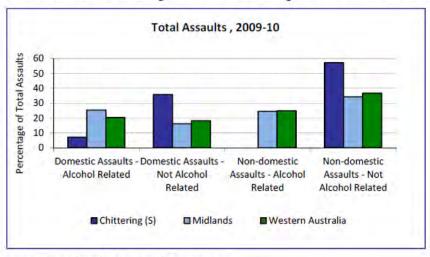
1.1(b) Assault Type

The following chart shows the proportion of domestic and non-domestic assaults recorded in 2009-10 for Chittering, the Midlands SD and Western Australia. Users can determine which assaults are most common and how the pattern of assaults differs across the regions.

Assault Type

Assaults are categorised according to whether they were domestic or non-domestic and whether alcohol was involved. The reliability of these data depends on the accurate assessment and recording of the offence by the attending police officer using tick box categories on the offence report.

In 2009-10 Chittering recorded 14 assaults, of which 6 were domestic, with 1 of these being alcohol related. All of the 8 non domestic assaults were not alcohol related. In the Midlands SD, 49.8% of assaults were alcohol related and 41.4% were domestic assaults, higher than the state averages with 45.2% and 38.5% respectively.

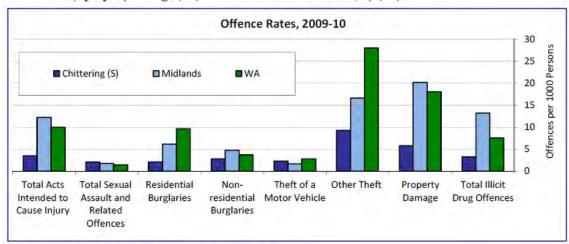


Source: Western Australia Police Monthly Recorded Crime

1.2 Offence Rates

The Offence Rates chart documents the levels of recorded crime in Chittering in 2009-10 relative to its population, providing a better indicator than raw offence counts when comparing local crime levels with regional and state crime levels.

In Chittering, rates of recorded crime were lower across most of the offence categories in 2009-10 than in the Midlands SD and Western Australia. Offences recording the highest rates were other theft (9.3 offences per 1,000 residents), property damage (5.8) and acts intended to cause injury (3.5).



Sources: Western Australia Police Monthly Recorded Crime: ABS Cat no 3235.0

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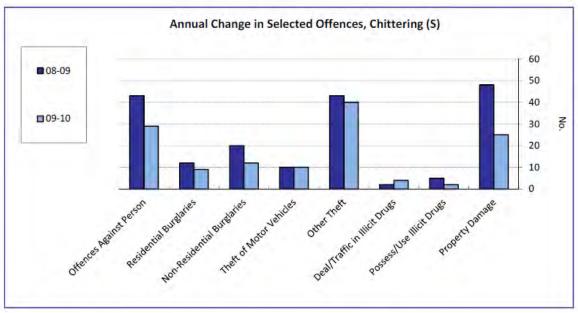
1.3 (a) Crime Trends

Changes in recorded crime levels in Chittering between 2008-09 and 2009-10 are documented in the *Annual Change* chart below. Due to the relatively small number of offences in this LGA, actual numbers of offences are now provided rather than the annual percentage changes as reported in previous profiles.

Offences Against the Person

Includes the following offence categories: murder, attempted murder, manslaughter, sexual assault, assault, threatening behaviour, deprivation of liberty and robbery.

In 2009-10 Chittering recorded a decrease of 54 total offences. Of the selected offences shown in the chart below, the largest decrease was in property damage, down by 23 offences (from 48 to 25) while offences against the person decreased by 14 offences (from 43 to 29). Dealing or trafficking in illicit drugs was the only selected offence category to experience an increase in offences (from 2 to 4).



Source: Western Australia Police Monthly Recorded Crime

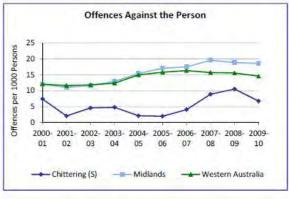
1.3 (b) Long Term Trends / Crime Rates

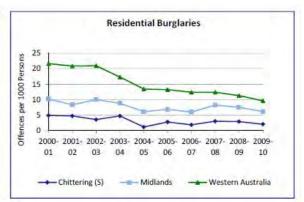
Long Term Trend charts show annual crime rates per 1,000 persons since 2000-01 for Chittering using Western Australia Police Monthly Recorded Crime and ABS Estimated Resident Population data. Regional and state crime rates are provided for comparison.

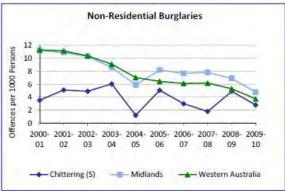
Since 2000-01 Chittering has usually recorded lower crime rates than the Midlands SD and Western Australia. Crime rates for the categories of residential burglaries, non-residential burglaries and other theft have been decreasing over the ten year period.

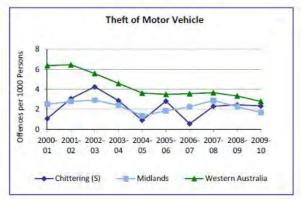
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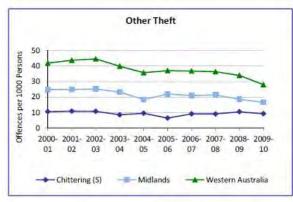
SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

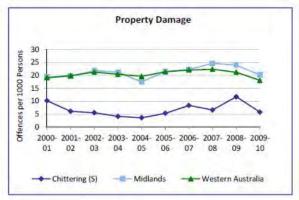


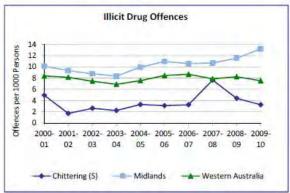












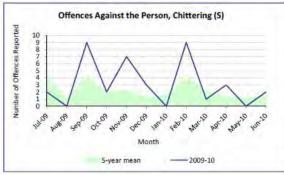
Source: Western Australia Police Monthly Recorded Crime

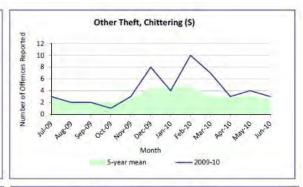
Shire of Chittering, 2009–10 Page 5 of 19

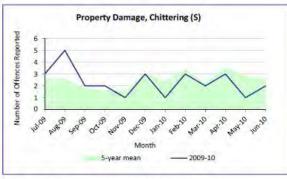
SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

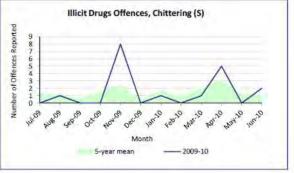
1.3 (c) Seasonal Trends

Seasonal Trend charts show seasonal or monthly variations in recorded crime in Chittering in 2009-10 using Western Australia Police Monthly Recorded Crime data, and compares them to average monthly crime data from 2005-06 to 2009-10.









Source: Western Australia Police Monthly Recorded Crime

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1.4 (a) Detailed Offence Data

The Offences by Type of Offence table presents raw and proportional data for all offence categories.

Recorded Offences by Type of Offence

	Number of offences Percentage of			e of all offend	es
	2008-09	2009-10	2	2009-10	
Offence	Chittering (S)	Chittering (S)	Chittering (S)	Midlands	WA
Against the person					
Murder	0	0	0.0	0.0	0.0
Attempted murder	0	0	0.0	0.0	0.0
Manslaughter	0	0	0.0	0.0	0.0
Aggravated assault	2	2	1.0	2.7	2.9
Non-aggravated assault	16	13	6.7	8.3	6.6
Aggravated sexual assault	5	8	4.1	1.4	1.0
Non-aggravated sexual assault	0	0	0.0	0.1	0.2
Aggravated robbery	0	0	0.0	0.1	0.5
Non-aggravated robbery	1	0	0.0	0.0	0.2
Threatening behaviour	13	4	2.1	3.9	2.:
Other offences against the person (a)	6	2	1.0	0.3	0.3
Sub-total	43	29	14.9	16.8	13.8
Property offences					
Residential burglary	12	9	4.6	5.6	9.2
Non-residential burglary	20	12	6.2	4.3	3.5
Motor vehicle theft	10	10	5.2	1.5	2.6
Other theft	43	40	20.6	15.0	26.
Property damage	48	25	12.9	18.2	17.
Sub-total	133	96	49.5	44.5	59.0
Drug offences					
Drugs - deal or traffic	2	4	2,1	0.7	0.7
Drugs - possess or use	5	2	1.0	4.9	3.6
Other drugs offences (b)	11	8	4.1	6,3	2.8
Other Offences (c)	54	55	28,4	26.8	20.1
Total Offences	248	194	100.0	100.0	100.0

⁽a) Includes conspiracy to murder; driving causing death; other acts intended to cause injury not elsewhere classified; non-assaultive sexual offences; abduction & related offences; and blackmail and extortion.

Source: Western Australia Police Monthly Recorded Crime

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⁽b) Includes manufacture or cultivate illicit drugs; import or export illicit drugs; and other illicit drug offences not elsewhere classified.

⁽c) Includes dangerous or negligent acts endangering persons; weapons and explosives offences; environmental pollution; public order offences; offences against justice procedures, government security & government operations: harassment and private nuisance; offences against privacy; defamation and libel; public health and safety offences; commercial/industry/financial regulation; and other miscellaneous offences.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

1.4 (b) Detailed Offence Rates

The Offence Rates table presents offence rates per thousand of population and a comparison between the latest year and the previous year for all offence categories.

Offence Rates by Type of Offence

1		Offence rate per 1000 persons 2009-10			Percentage change in offence rates (a) 2008-09 to 2009-10		
Offence	Chittering (S)	Midlands	WA	Chittering (S)	Midlands	WA	
Against the person							
Murder	0.0	0.0	0.0	0.0	0.0	-25.7	
Attempted murder	0.0	0.0	0.0	0.0	n.a.	-3.0	
Manslaughter	0.0	0.0	0.0	0.0	0.0	-35.4	
Aggravated assault	0.5	3.0	3.0	-5.2	3.2	-9.2	
Non-aggravated assault	3.0	9.2	6.9	-23.0	-3.6	-2.4	
Aggravated sexual assault	1.9	1.6	1.1	51.7	19.8	-14.2	
Non-aggravated sexual assault	0.0	0.1	0.2	0.0	-62.2	-10.2	
Aggravated robbery	0.0	0.1	0.5	0.0	-56.3	-10.3	
Non-aggravated robbery	0.0	0.0	0.2	-100.0	-34.5	-13.8	
Threatening behaviour	0.9	4.3	2.2	-70.8	6.6	-8.0	
Other offences against the person (b)	0.5	0.3	0.3	-68.4	-49.4	-12.4	
Sub-total	6.7	18.6	14.6	-36.0	-1.4	-6.6	
Property offences							
Residential burglary	2.1	6.2	9.7	-28.9	-18.0	-14.5	
Non-residential burglary	2.8	4.8	3.7	-43.1	-30.7	-29.8	
Motor vehicle theft	2.3	1.7	2.8	-5.2	-25.7	-16.2	
Other theft	9.3	16.6	28.0	-11.8	-10.5	-17.5	
Property damage	5.8	20.2	18.1	-50.6	-15.8	-15.0	
Sub-total	22.3	49.4	62.2	-31.6	-16.5	-17.1	
Drug offences							
Drugs - deal or traffic	0.9	0.8	0.8	89.7	0.6	-8.5	
Drugs - possess or use	0.5	5.5	3.8	-62.1	5.1	-15.6	
Other drugs offences (c)	1.9	7.0	3.0	-31.0	24.6	2.4	
Other Offences (d)	12.8	29.7	21.2	-3.4	1.2	-16.3	
Total Offences	45.0	111.0	105.6	-25.8	-6.8	-15.1	

⁽a) Changes in offence rates reflect changes in population as well as in offence numbers. Large percentage changes may be due to relatively low numbers

Source: Western Australia Police Monthly Recorded Crime

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⁽b) Includes conspiracy to murder; driving causing death; other acts intended to cause injury not elsewhere classified; non-assaultive sexual offences; abduction & related offences; and blackmail and extortion.

⁽c) Includes manufacture or cultivate illicit drugs; import or export illicit drugs; and other illicit drug offences not elsewhere classified.

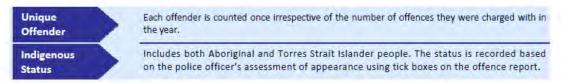
⁽d) Includes dangerous or negligent acts endangering persons; weapons and explosives offences; environmental pollution; public order offences; offences against justice procedures, government security & government operations: harassment and private nuisance; offences against privacy; defamation and libel; public health and safety offences; commercial/industry/financial regulation; and other miscellaneous offences.

n.a.: Not applicable or data not available at this level.

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

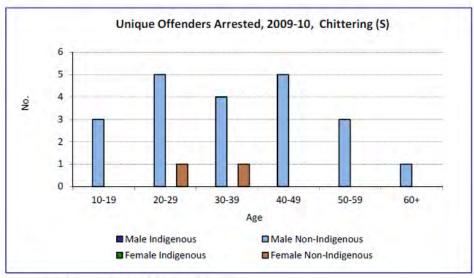
1.5 (a) Unique Offenders Arrested

The chart below shows the number of unique offenders arrested in Chittering in 2009-10, by age group, sex and Indigenous status.



In 2009-10 a total of 27 people were arrested in Chittering, with the age, sex and Indigenous status being recorded for 23 offenders. Of these, there were more male offenders (21 persons or 91.3%) than female offenders (2 or 8.7%). All offenders were identified as non-Indigenous.

The 20-29 years age group included 6 offenders or 26.1% of the total, while the 30-39 years and 40-49 years each recorded 5 offenders. There were 4 offenders aged 50 years and over.



Source: Western Australia Police Monthly Recorded Crime

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1.5 (b) Victims of Crime

The following chart shows the victims of offences against the person in Chittering in 2009-10, by age group, sex and Indigenous status.

Victim Counts

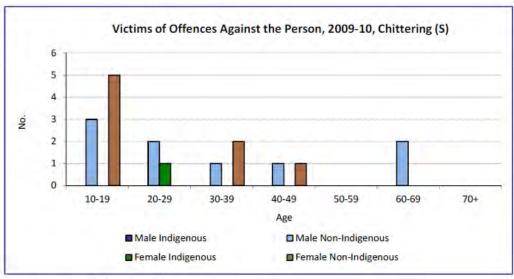
Victims data does not show unique victims, unlike the offenders data. The same victim may be counted more than once in the year.

In 2009-10 a total of 23 victims were recorded in Chittering. The age, sex and Indigenous status were recorded for 18 of these victims.

Victims were evenly split in terms of sex identification with 9 male victims and 9 female victims. All but one victim were identified as non-Indigenous.

Persons aged 10-19 included 8 victims, or 44.4% of the total, while those between 20-29 years and 30-39 years accounted for a further 3 victims each.

The Shire recorded 14 victims of acts intended to cause injury, making up 60.9% of the total. There were also 5 victims of sexual assault, 3 of threatening behaviour and one of abduction and related offences.



Source: Western Australia Police Monthly Recorded Crime

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SECTION 2: SOCIAL CONTEXT

This section provides an overview of basic demographic and social statistics that may be relevant to the pattern of crime in Chittening.

Definitions of population and socio-economic terms used in this section can be found in Appendix C on page 9 of the Community Safety and Crime Prevention Profile 2009-10 Supplement or by clicking on this link Appendix C.

2.1 Population

The table below shows a range of data on population, household and dwelling characteristics sourced from current estimates of the population and from the 2006 Census of Population and Housing.

The Shire of Chittering had an Estimated Resident Population of 4,310 persons at 30 June 2009. The median age of Chittering's population was 40.9 years, which was lower than the Midlands Statistical Division (SD) (41.5) and higher than Western Australia (36.2). There were 109.8 males to every 100 females in Chittering's population, which was slightly lower than the Midlands SD (109.9), but higher than Western Australia (102.8).

At Census 2006, Indigenous persons accounted for 2.0% of Chittering's population, lower than the Midlands SD (4.3%) and Western Australia (3.0%). Persons under 18 years of age made up 77.5% of Chittering's Indigenous population, a higher proportion compared to the Midlands SD (48.8%) and Western Australia (43.7%).

Chittering recorded an average household size of 2.7 persons on Census night 2006, higher than the Midlands SD and Western Australia (both 2.5). Mobility indicators from the 2006 Census showed that 48.2% of Chittering's population had changed address in the previous five years, a proportion higher than either the Midlands SD (40.5%) or Western Australia (44.4%).

Population and Dwelling Characteristics (a)

	Chittering (S)	Midlands	Western Australia
	Estimated Residen	t Population 30 J	une 2009 (b)
Estimated Resident Population	4,310	55,730	2,245,057
Population growth 2004-2009 (%)	29.0	4.7	13.2
Median age (years)	40.9	41.5	36,2
Males per 100 females	109.8	109.9	102.8
	2006 Census o	f Population and	Housing
Indigenous (%)	2.0	4.3	3.0
Indigenous under 10 yrs (%)	15.9	27.3	24.7
Indigenous under 18 yrs (%)	77.5	48.8	43.7
Indigenous under 30 yrs (%)	77.1	62.2	63.2
Dwellings	1,514	26,750	851,167
Unoccupied private dwellings (%)	17.7	24.8	10.7
Households	1,239	19,398	707,205
Average household size	2.7	2.5	2.5
Different usual address five years ago (%)	48.2	40.5	44.4
Different usual address one year ago (%)	17.3	16.5	18.5

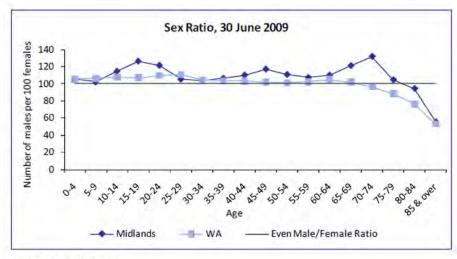
⁽a) Based on usual residence counts.

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⁽b) Source: ABS Cat.no 3235.0

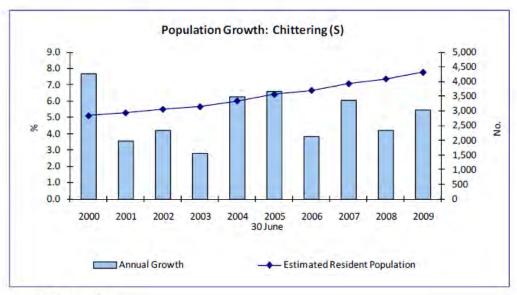
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The ratio of males to females at 30 June 2009 in the Midlands SD was higher than the Western Australia ratio for most age groups. For age groups 35–39 years and above, the ratio remains consistently higher than those for the state, peaking at 131.6 in the 70–74 year age group before declining significantly.



Source: ABS Cat. No. 3235.0

Chittering's population has experienced growth in each of the years from 2000 to 2009. Over this period, the Shire's population has increased by 52.0% or 1,475 persons, a faster rate of growth than either the Midlands SD (4.5%) or Western Australia (19.8%).



Source: ABS Cat. no 3218.0

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At Census 2006, the majority of Chittering's usual resident population had been born in Australia (72%), higher than the proportion of Australian-born persons in Western Australia (65%). People born in the United Kingdom (13%) and New Zealand (3%) also contributed significantly to the Shire's population.

Country of Birth, Shire of Chittering (a)

	2001		2006	
	Number	%	Number	%
Australia	2,035	72	2,535	72
United Kingdom (b)	329	12	442	13
New Zealand	90	3	109	3
United States of America	10	0	25	1
Netherlands	23	1	25	1
Germany	13	0	19	1
South Africa	6	0	17	0
Ireland	5	0	10	0
Poland	0	0	9	0
Malaysia	5	0	9	0

⁽a) Based on place of usual residence.

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⁽b) Includes Channel Islands, England, Isle of Man, Northern Ireland, Scotland and Wales.

Source: Census of Population and Housing

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2.2 Socio-economic data

This section provides an overview of the socio-economic factors which affect Chittering, including family status, housing tenure, income, education and employment.

The table below shows a range of socio-economic statistics sourced from the 2006 Census of Population and Housing. Compared with the Midlands SD and Western Australia, Chittering had:

- a higher proportion of usual residents who left school before year 12 (62.7%);
- a lower proportion of single parent families (7.5%);
- ➤ a lower percentage of households in rented dwellings (13.2%) and public housing (0.5%);
- a lower proportion of households without a motor vehicle (1.6%); and
- a higher median individual weekly income (\$446.79) than the SD, but lower than the state.

The Shire recorded a higher percentage of working-age residents earning weekly incomes of \$1,000 and above (21.5%), than the Midlands SD (17.2%), but lower than Western Australia (24.3%). It also had a lower proportion of residents earning less than \$400 per week (41.1%) than the SD, but higher than the state.

Socio-Economic Indexes for Areas (SEIFA) The Socio-Economic Indexes for Areas are a set of four indexes designed to allow ranking of regions in terms of relative social and economic well-being. The national mean score of the SEIFA index of relative socio-economic disadvantage is 1,000.

Further information about SEIFA can be found on page 5 of the *Community Safety and Crime Prevention Profile 2009-10 Supplement* or by clicking on this link <u>SEIFA</u>.

With a SEIFA score of 1,029 Chittering is relatively advantaged compared to other Local Government Areas (LGAs) in Australia. In terms of socio-economic disadvantage, the Shire was ranked 116 out of 142 LGAs in Western Australia at the time of the Census.

Socio-Economic Data, 2006

	Chittering (S)	Midlands	Western Australia
Persons over 15 years and not married (%)	38.2	43.5	50.5
Families with children (%)	53.8	52.0	59.9
Single parent families (%)	7.5	11.4	14.9
Households renting dwelling (%)	13.2	23.2	26.0
Households in public housing (%)	0.5	4.3	3.8
Households without a motor vehicle (%)	1.6	4.9	6.6
Median individual weekly income (\$)	446.79	426.06	500.15
Weekly income \$1-\$399 (% of persons aged 15+)	41.1	43.4	38.1
Weekly income \$400-\$999 (% of persons aged 15 +)	37.4	39.4	37.7
Weekly income \$1000 and above (% of persons aged 15 +)	21.5	17.2	24.3
Persons who left school before year 12 (%)	62.7	58.4	47.0
Persons who speak English not well or not at all (%)	0.4	0.3	1.8
SEIFA Index of relative socio-economic disadvantage			
Score	1029	n.a	n.a.
Rank out of 142 LGAs (WA)	116	n.a.	n.a.

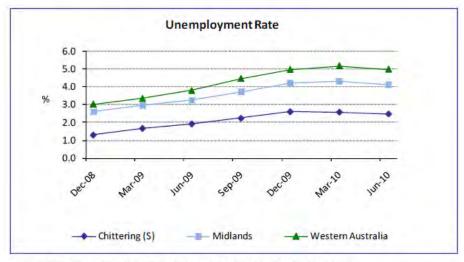
n.a. Data not available at this level

Source: Census of Population and Housing

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Chittering's unemployment rate rose from 1.3% to 2.5% between the December quarter 2008 and the June quarter 2010. Over the seven quarters, the Shire's unemployment rate remained below those in the Midlands SD and the state. Chittering's June quarter 2010 unemployment rate was lower than the Midlands SD (4.1%) and Western Australia (5.0%).



Source: Small Area Labour Markets, Dept. of Education, Employment and Workplace Relations.

Census 2006 data indicated that 3.1% (53 persons) of Chittering's labour force were unemployed, with male unemployment (3.7%) higher than female unemployment (2.3%). Declining with age, unemployment rates in Chittering were highest for the 15-19 years age group (6.2%) and lowest for persons aged 45 years and over (2.3%).

Census Unemployment, Shire of Chittering (a)

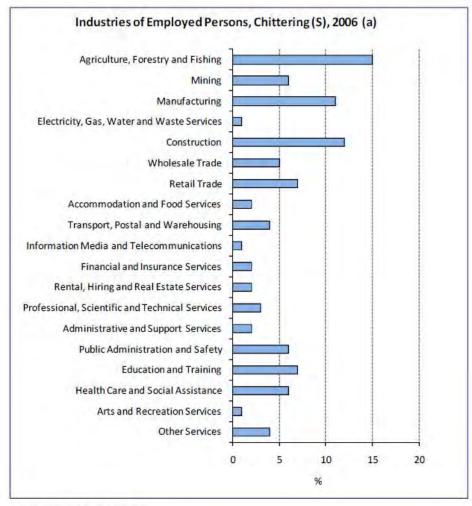
	2001		2006	
Age	No	%	No	%
		Male		
15-19 years	5	11.9	4	7.1
20-24 years	7	14.9	5	9,3
25-44 years	14	4.5	14	3.6
45+	13	4.2	13	2.8
Total	39	5.5	36	3.7
		Female	e	
15-19 years	8	22.2	3	5.3
20-24 years	3	13.6	0	0.0
25-44 years	20	8.3	9	2.8
45+	4	1.7	5	1.5
Total	35	6.6	17	2.3
		Person	s	
15-19 years	13	16.7	7	6.2
20-24 years	10	14.5	5	5.7
25-44 years	34	6.2	23	3.3
45+	17	3.1	18	2.3
Total	74	6.0	53	3.1

(a) Based on place of usual residence.

Source: Census of Population and Housing.

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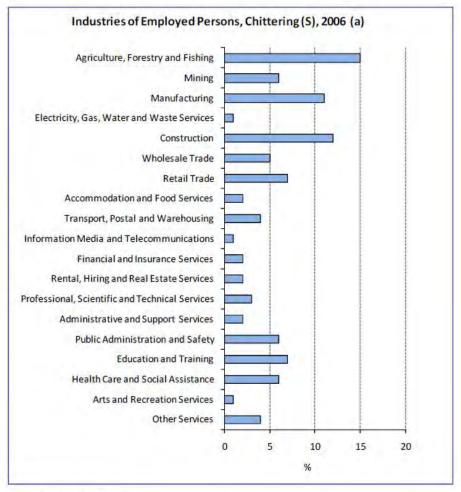
Census 2006 showed that a large proportion of Chittering's employed residents worked in the industries of agriculture, forestry and fishing (15%), construction (12%) and manufacturing (11%).



(a) Based on place of usual residence. Source: Census of Population and Housing

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Census 2006 showed that a large proportion of Chittering's employed residents worked in the industries of agriculture, forestry and fishing (15%), construction (12%) and manufacturing (11%).



(a) Based on place of usual residence. Source: Census of Population and Housing

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SECTION 3: COMPARISON TABLES

3.1 Summary of Key Crime Data, Chittering (S)

		2008-09		2009-10	
ASOC	Offence	No. of Offences	Offence rate per 1000 Persons	No. of Offences	Offence rate per 1000 Persons
0111	Murder	0	0.0	0	0.0
0122	Attempted murder	0	0.0	0	0.0
0131	Manslaughter and driving causing death	0	0.0	0	0.0
01	Total homicide and related offences (a)	2	0.5	0	0.0
0211	Aggravated assault	2	0.5	2	0.5
0212	Non-aggravated assault	16	3.9	13	3.0
02	Total acts intended to cause injury (b)	18	4.4	15	3.5
0311	Aggravated sexual assault	5	1.2	8	1.9
0312	Non-aggravated sexual assault	0	0.0	0	0.0
03	Total sexual assault and related offences (c)	7	1.7	9	2.1
04	Total dangerous or negligent acts endangering persons	4	1.0	5	1.2
051	Abduction and kidnapping	0	0.0	0	0.0
052	Deprivation of liberty/false imprisonment	2	0.5	1	0.2
05	Total abduction and related offences	2	0.5	1	0.2
0611	Aggravated robbery	0	0.0	0	2.0
0612	Non-aggravated robbery	1	0.2	0	0.0
06	Robbery, extortion and related offences (d)	1	0.2	0	0.0
	Residential burglary	12	2.9	9	2.1
	Non-residential burglary	20	4.9	12	2.8
07	Total unlawful entry with intent/burglary, break and enter	32	7.8	21	4.9
0811	Theft of a motor vehicle	10	2.4	10	2.3
0821	Theft from a person (excluding by force)	0	0.0	0	0.0
0823	Theft from retail premises	1	0.2	7	1.6
08	Total theft and related offences (e)	53	13.0	50	11.6
102	Drugs – deal or traffic	2	0.5	4	0.9
104	Drugs – possess or use	.5	1.2	2	0.5
10	Total illicit drug offences (f)	18	4.4	14	3.2
11	Total weapons and explosives offences	14	3.4	20	4.6
121	Property damage (g)	48	11.7	25	5.8
12	Total property damage and environmental pollution (g)	48	11.7	25	5.8
13	Total public order offences	28	6.9	28	6.5
15	Total offences against justice procedures, government security				
	and government operations	8	2.0	2	0.5
1611	Harassment and private nuisance	0	0.0	0	0.0
1613	Threatening behaviour	13	3.2	4	0.9
16	Total miscellaneous offences	13	3,2	4	0.9
	Total offences recorded (g)	248	60.7	194	45.0

⁽a) Includes Conspiracy to murder.

⁽b) Includes Other Acts intended to cause injury nec.

⁽c) Includes Non-assaultive sexual offences.

⁽d) Includes Blackmail and extortion.

⁽e) Includes Theft of motor vehicle parts or contents; Theft of intellectual property; Theft (except motor vehicles) nec; and Receiving or handling proceeds of crime.

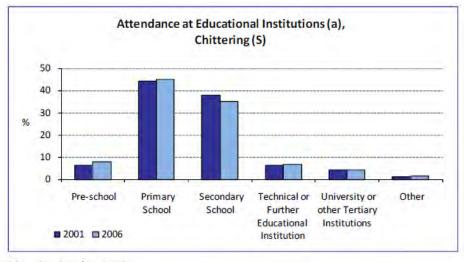
⁽f) Includes Manufacture or cultivate illicit drugs; Import or export illicit drugs; and Other illicit drug offences nec.

⁽g) Excludes Graffiti

Source: Western Australia Police Monthly Recorded Crime

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

On Census night 2006, a total of 1,145 Chittering residents reported they were attending an educational institution, with 884 stating the type of institution. Of these, the largest proportions were in primary school (44.9%) and secondary school (35.0%). Since the 2001 Census, the number of Chittering residents attending an educational institution had increased by 34.7% (295 persons), higher than the Western Australian average which had increased by 12.5%.



(a) Based on place of usual residence. Source: Census of Population and Housing

On Census night 2006, 1,221 residents of Chittering reported they had post-school qualifications, with 928 stating the level of their highest qualification. Of these, the largest proportion had certificate level qualifications (64.0% or 594 persons). Since the 2001 Census, the number of Chittering residents with post-school qualifications increased by 42.5% or 364 persons.

Highest Post-School Qualification, Shire of Chittering (a)

	2001		2006			
	Male	Female	Persons	Male	Female	Persons
Postgraduate Degree	10	4	14	10	.6	16
Graduate Diploma and Graduate Certificate	0	18	18	9	13	22
Bachelor Degree	38	46	84	48	84	132
Advanced Diploma and Diploma	38	63	101	68	96	164
Certificate	299	108	407	413	181	594
Inadequately described	16	20	36	13	19	32
Not stated	94	103	197	128	133	261
Total	495	362	857	689	532	1,221

(a) Based on place of usual residence.

Source: Census of Population and Housing.

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3.1 Summary of Key Crime Data, Chittering (S)

		2008-09		2009-10	
		No. of	Offence rate per 1000	No. of	Offence rate per 1000
ASOC		Offences	Persons	Offences	Persons
0111	Murder	0	0.0	0	0.0
0122	Attempted murder	0	0.0	0	0.0
0131	Manslaughter and driving causing death	0	0.0	0	0.0
01	Total homicide and related offences (a)	2	0.5	0	0.0
0211	Aggravated assault	2	0.5	2	0.5
0212	Non-aggravated assault	16	3.9	13	3.0
02	Total acts intended to cause injury (b)	18	4.4	15	3.5
0311	Aggravated sexual assault	5	1.2	8	1.9
0312	Non-aggravated sexual assault	0	0.0	0	0.0
03	Total sexual assault and related offences (c)	7	1.7	9	2,1
04	Total dangerous or negligent acts endangering persons	4	1.0	5	1.2
051	Abduction and kidnapping	0	0.0	0	0.0
052	Deprivation of liberty/false imprisonment	2	0.5	1	0.2
05	Total abduction and related offences	2	0.5	1	0.2
0611	Aggravated robbery	0	0.0	0	2.0
0612	Non-aggravated robbery	1	0.2	0	0.0
06	Robbery, extortion and related offences (d)	1	0.2	0	0.0
	Residential burglary	12	2.9	9	2,1
	Non-residential burglary	20	4.9	12	2.8
07	Total unlawful entry with intent/burglary, break and enter	32	7.8	21	4.9
0811	Theft of a motor vehicle	10	2.4	10	2.3
0821	Theft from a person (excluding by force)	0	0.0	0	0.0
0823	Theft from retail premises	1	0.2	7	1.6
08	Total theft and related offences (e)	53	13.0	50	11.6
102	Drugs – deal or traffic	2	0.5	4	0.9
104	Drugs – possess or use	5	1.2	2	0.5
10	Total illicit drug offences (f)	18	4.4	14	3.2
11	Total weapons and explosives offences	14	3.4	20	4.6
121	Property damage (g)	48	11.7	25	5.8
12	Total property damage and environmental pollution (g)	48	11.7	25	5.8
13	Total public order offences	28	6.9	28	6.5
15	Total offences against justice procedures, government security and government operations	8	2.0	2	0.5
1611	Harassment and private nuisance	0	0.0	0	0.0
1613	Threatening behaviour	13	3.2	4	0.9
16	Total miscellaneous offences	13	3.2	4	0.9
		248	60.7	194	45.0
/- Non-I	Total offences recorded (g)	248	60.7	194	45.

⁽a) Includes Conspiracy to murder.

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⁽b) Includes Other Acts intended to cause injury nec.

⁽c) Includes Non-assaultive sexual offences.

⁽d) Includes Blackmail and extortion.

⁽e) Includes Theft of motor vehicle parts or contents; Theft of intellectual property; Theft (except motor vehicles) nec; and Receiving or handling proceeds of crime.

⁽f) Includes Manufacture or cultivate illicit drugs; Import or export illicit drugs; and Other illicit drug offences nec.

⁽g) Excludes Graffiti.

Source: Western Australia Police Monthly Recorded Crime

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Accessibility/ Remoteness The Accessibility/Remoteness classification of a region indicates the degree of remoteness for that area out of five categories. Further information can be found on page 5 of the Community Safety and Crime Prevention Profile 2009-10 Supplement or by clicking on this link Remoteness.

3.2 Summary of Key Social Data

	Period	Chittering (S)	Midlands	Western Australia
Land area in square kilometres		1,221.7	110,551.3	2,529,875.0
Accessibility/Remoteness (ARIA)		Inner Regional Australia: 676.8 sq km Outer Regional Australia: 544.9 sq km		
Population (a)				
Estimated Resident Population	2009	4,310	55,730	2,245,057
Population density (persons per sq km)	2009	3.5	0.5	0.9
Annual net population growth	2009	223	980	68,077
Annual rate of population growth (%)	2009	5.5	1.8	3.1
Sex ratio (number of males per 100 females)	2009	109.8	109.9	102.8
Median age	2009	40.9	41.5	36.2
Cultural diversity (b)				
Born overseas (%)	2006	21.6	14.4	27.1
Aboriginal or Torres Strait Islander (%)	2006	2.0	4.3	3.0
Language other than English mainly spoken at home (%)	2006	2.3	2.8	11.6
Household characteristics (b)				
Median monthly housing loan repayment (\$)	2006	1,250.00	867.00	1,213.00
Median weekly rent (\$)	2006	120.00	100.00	170.00
Median weekly household income (\$)	2006	1,054.70	844.51	1,063.68
Mean household size (persons)	2006	2.7	2,5	2.5
Labour force (b)				
Total labour force	2006	1,696	23,916	972,791
Employed (%)	2006	96.9	95.7	96.2
Unemployment rate (%)	2006	3.1	4.3	3.8
Participation rate (%)	2006	63.5	60.7	62.3
Socio-Economic Index for Areas score (b)				
Index of relative socio-economic advantage and disadvantage	2006	983	n,a,	n.a.
Index of relative socio-economic disadvantage	2006	1,029	n.a.	n.a.
Index of economic resources	2006	1,068	n.a.	n.a.
Index of education and occupation	2006	957	n,a,	n.a.
Socio-Economic Index for Areas rank out of 142 LGAs in WA (b)				
Index of relative socio-economic advantage and disadvantage	2006	102	n.a.	n.a.
Index of relative socio-economic disadvantage	2006	116	n.a.	n.a.
Index of economic resources	2006	131	n,a,	n.a.
Index of education and occupation	2006	52	n.a.	n.a.
Education (c)				-
Student/teacher ratio in government schools	2010	16.3	12,1	14.6
Total students in government schools	2010	173	7,372	254,581
Total students in non-government schools	2010	n.p.	1,093	134,414
Indigenous students in government schools	2010	6	881	21,142
Indigenous students in non-government schools	2010	n.p.	108	3,964

⁽a) Sources: ABS Cat nos 3218.0 and 3235.0

Shire of Chittering, 2009-10

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⁽b) Source: Census of Population and Housing

⁽c) Source: Department of Education and Training

n.a. Data not available at this level

n.p. Data not able to be published

SHIRE OF CHITTERING Community & Safety Crime Prevention Plan 2012 - 2015

Appendix #4 Shire of Chittering Community Safety & Crime Prevention Working Group Membership

Cr Doreen Mackie Chairperson

Snr Sargent Scott Gillis Gingin Police

Karen Parker Manager Administration and Community Services

Jamie O'Neill Community Emergency Services Manager

Frank Lawrence Senior Ranger

Grace Pritchard Club and Community Development Officer

To [Name & address provided/attached]

Dear [Premier, Minister, Leader of the Opposition, Shadow Minister etc.]

LOCAL GOVERNMENT REFORM AGENDA

As you will be aware, the structural review of metropolitan local government currently being undertaken is expected to deliver its findings by the end of June 2012. The terms of reference for this review include a pre-determined recommendation that the number of local councils in the metropolitan area will be reduced as follows:

 Identify new local government boundaries and a resultant reduction in the overall number of local governments to better meet the needs of the community

No doubt a similar approach may later be applied to rural councils.

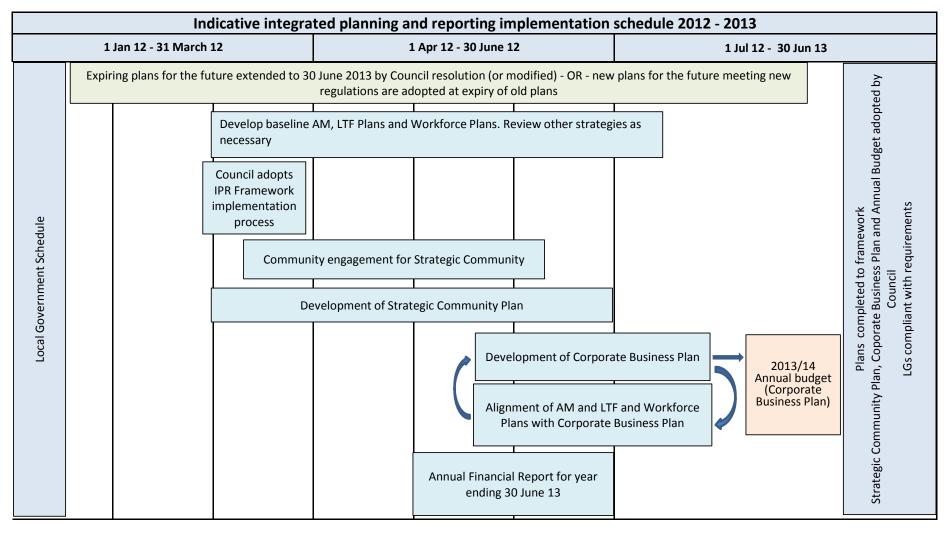
This Council believes that our constituents have the democratic right to decide for themselves whether any such proposals on amalgamation and boundary changes will be in their best interests. This democratic right to self-determination is enshrined in clauses 8, 9, and 10(2) of Schedule 2.1 of the Local Government Act 1995 (WA) which sets out conditions for a poll of electors on any proposed merger of their council. As you would be aware the poll provisions require a minimum turn-out of 50% of electors for the result to be valid. This is a challenging condition given that voting is voluntary and ensures that the result of any valid poll will be truly representative of the wishes of the local community.

This Council has resolved to ask for your written assurance that you will not initiate or support the repeal, dilution or circumvention of these poll provisions. We attach a copy of the Council resolution for your attention and look forward to your confirmation that you support and will defend the democratic principles of these poll provisions.

Yours sincerely

Mayor / Shire President City/Town/Shire

Framework Overview







Royalties for Regions Country Local Government Fund Application Form 2011-12

Regional Groups of Local Governments

To receive funding under the CLGF groups are required to complete this form and submit it together with a business case for an eligible project. Groups are required to complete a separate form and business case for <u>each project</u> they wish to undertake.

Forms must be signed by the Chief Executive Officer and President of <u>each of the local governments</u> within the group.

RDL will liaise with the nominated managing legal entity, as per this application form, in regards to the Financial Assistance Agreement, funding payments and reporting requirements.

Applicants should ensure that information provided in both the application form and business case meets the funding criteria as detailed in the CLGF Regional Groups of Country Local Government 2011-12 Guidelines. A copy of this form, the business case template and the CLGF guidelines can be found at: www.royaltiesforregions.wa.gov.au.

Please complete all sections of the form.

The mailing address for returning this form is:

Manager, Reporting and Evaluation
Department of Regional Development and Lands
Regional Investment Division
PO Box 1143
WEST PERTH WA 6872

If you require more information or help to complete this form please contact James McCluskey on telephone (08) 6552 4459 or Free Call 1800 735 784 or email clgf@rdl.wa.gov.au.

ROYALTIES FOR REGIONS COUNTRY LOCAL GOVERNMENT FUND (CLGF) REGIONAL GROUPS APPLICATION FORM – 2011-12

1. GROUP DETAILS:

Name of group:	Avon Regional Organisation of Councils
Group members:	Shires of: Chittering, Dowerin, Goomalling, Northam, Toodyay and Victoria Plains

2. PROJECT SUMMARY:

(Please provide brief details as full description will need to be provided in the accompanying business case)

Project Name:

Multi-Purpose Medical Centre

Project Description:

The establishment of a multi-purpose medical centre in Bindoon to ensure an appropriate standard of health services are retained in the region and provide for the co-location of all medical services.

Project Benefits:

- Retain the local GP in the region and encourage future business growth, thus reinforcing the WDC and RDA strategic focus of 'livable communities'
- · Support private general practice
- · Ensure appropriate building space is provided for current medical service providers
- · Encourage the growth of new medical services to the region
- Increase the hours of deliverable service by providing appropriate and separate operating spaces under the one roof
- · Provide a purpose built facility for the co-location of a range of new medical services
- Provide office space that can be used by visiting professional, who will deliver a range of medical services that the region would not otherwise have access to.

Regions Impacted:

A multi-purpose medical centre in Bindoon would impact the Shire of Chittering directly, however would also provide a social and economic benefit to the entire Wheatbelt region.

Please attach more information if insufficient space

3. PROJECT DETAILS:

Regional Planning Process Attended	Est Start Date of Project	Est Completion Date of Project	Project Category (Please Tick Appropriate E	Box)
			Agriculture	
		Economic Development	×	
			Cultural and Community	X
	4. 11.0040	Education		
Yes '			Utilities, Power and Water	
	April 2012 (see table below)	June 2013 (see table below)	Health	×
	(000 1000 2000 1)	(000 10.0.10 20.0.11)	Communications	
			Recreation and Environment	
			Tourism	
			Transport	
			Mining	

Main Activities/Milestone	Milestone Date	Responsibility
Complete detailed design & Specifications	April 2012	Consultant Architect
Award Tender	May 2012	Shire of Chittering
Commence construction	June 2012	Contractor
Site works		Contractor
Construct building		Contractor
Internal fit out		Contractor
Complete construction	June 2013	Contractor
Complete external works	June 2013	Contractor

4. EXPENDITURE DETAILS:

CLGF Funds Available to Group (ex GST): \$2,742,412.00

\$792,412.00 is to be allocated to the infrastructure project – as supported by the attached business case

4.2 Individual Local Government Contributions:

[Please show the amount that each local government is contributing to this project from its 2011-12 CLGF Regional Groupings Allocation. Please note it is a requirement that all members support the project (including financial support)]

Local Government	Total 2011-12 CLGF Regional Groupings Allocation	Contribution to this Project from 2011-12 CLGF Regional Groupings Allocation
Shire of Chittering	\$466,115.00	\$134,682.58
Shire of Dowerin	\$342,785.00	\$99,046.73
Shire of Goomalling	\$294,149.00	\$84,993.50
Shire of Northam	\$783,124.00	\$226,281.00
Shire of Toodyay	\$558,405.00	\$161,349.51
Shire of Victoria Plains	\$297,834.00	\$86,058.27
Total	\$2,742,412.00	\$792,412.00

[Please add more rows if more local governments are members of the group.]

5. GOVERNANCE ARRANGEMENTS

Details of nominated legal entity (local government authority or council) that will manage and deliver the project(s):

Name of legal entity:	Shire of Chittering			
ABN:	48 445 751 800	GST Reg	istered:	× Yes ☐ No
Address:	6177 Great Northern Highway, Bindoon WA			
Postal Address:	PO Box 70, Bindoon WA 6502			
Web Address:	www.chittering.wa.gov.au			
Contact Person:	Gary Tuffin			
Position/Title:	Chief Executive Officer			
Telephone:	9576 4600 Fax: 9576 1250		50	
Email:	chatter@chittering.wa.gov.au			

1. DECLARATION

[This section must be signed by the Chief Executive Officer and President of each local government in the group]

We the undersigned declare:

That we are authorised to supply this information on behalf of the local governments identified in section one (1) above.

That the nominated project accurately reflects the group's regional priorities as supported by the attached business case.

That all the information supplied in this form is, to the best of my knowledge, accurate and complete and that the Department of Regional Development and Lands will be notified of any change to the information supplied and any other information or circumstances arising that may affect this project(s) proposal.

Below are my details and signature, acknowledging the above:

Name	Gary Tuffin
Title	Chief Executive Officer
Organisation	Shire of Chittering

Signatu	ıre:		Date:	
Nam	ne	Alex Douglas		
Title		President		
Orga	anisation	Shire of Chittering		
Signatu	ıre:		Date:	

2. DECLARATION

[This section must be signed by the Chief Executive Officer and President of each local government in the group]

We the undersigned declare:

That we are authorised to supply this information on behalf of the local governments identified in section one (1) above.

That the nominated project accurately reflects the group's regional priorities as supported by the attached business case.

That all the information supplied in this form is, to the best of my knowledge, accurate and complete and that the Department of Regional Development and Lands will be notified of any change to the information supplied and any other information or circumstances arising that may affect this project(s) proposal.

Below are my details and signature, acknowledging the above:

Name	Dacre Alcock
Title	Chief Executive Officer
Organisation	Shire of Dowerin

Signature:		Date:	
Name	Dale Metcalf		
Title	President		
Organisation	Shire of Dowerin		
Signature:		Date:	

3. DECLARATION

[This section must be signed by the Chief Executive Officer and President of each local government in the group]

We the undersigned declare:

That we are authorised to supply this information on behalf of the local governments identified in section one (1) above.

That the nominated project accurately reflects the group's regional priorities as supported by the attached business case.

That all the information supplied in this form is, to the best of my knowledge, accurate and complete and that the Department of Regional Development and Lands will be notified of any change to the information supplied and any other information or circumstances arising that may affect this project(s) proposal.

Below are my details and signature, acknowledging the above:

Signature:

Name	Clem Kerp
Title	Chief Executive Officer
Organisation	Shire of Goomalling

Signature:	Date:	
Name	John Bird	
Title	President	
Organisation	Shire of Goomalling	
Organication		

Date:

4. DECLARATION

[This section must be signed by the Chief Executive Officer and President of each local government in the group]

We the undersigned declare:

That we are authorised to supply this information on behalf of the local governments identified in section one (1) above.

That the nominated project accurately reflects the group's regional priorities as supported by the attached business case.

That all the information supplied in this form is, to the best of my knowledge, accurate and complete and that the Department of Regional Development and Lands will be notified of any change to the information supplied and any other information or circumstances arising that may affect this project(s) proposal.

Below are my details and signature, acknowledging the above:

Neville Hale
Chief Executive Officer
Shire of Northam
-

Name	Steve Pollard
Title	President
Organisation	Shire of Northam

Signature:	Date:

Signature: _____ Date: _____

5. DECLARATION

[This section must be signed by the Chief Executive Officer and President of each local government in the group]

We the undersigned declare:

That we are authorised to supply this information on behalf of the local governments identified in section one (1) above.

That the nominated project accurately reflects the group's regional priorities as supported by the attached business case.

That all the information supplied in this form is, to the best of my knowledge, accurate and complete and that the Department of Regional Development and Lands will be notified of any change to the information supplied and any other information or circumstances arising that may affect this project(s) proposal.

Below are my details and signature, acknowledging the above:

Name	Lindsay Delahaunty
Title	Acting Chief Executive Officer
Organisation	Shire of Toodyay
Signaturo:	Data

Name	Kevin Hogg
Title	President
Organisation	Shire of Toodyay

Signature: Da	te:
---------------	-----

6. DECLARATION

[This section must be signed by the Chief Executive Officer and President of each local government in the group]

We the undersigned declare:

That we are authorised to supply this information on behalf of the local governments identified in section one (1) above.

That the nominated project accurately reflects the group's regional priorities as supported by the attached business case.

That all the information supplied in this form is, to the best of my knowledge, accurate and complete and that the Department of Regional Development and Lands will be notified of any change to the information supplied and any other information or circumstances arising that may affect this project(s) proposal.

Below are my details and signature, acknowledging the above:

Name	Harry Hawkins
Title	Chief Executive Officer
Organisation	Shire of Victoria Plains
Organisation	Shire of Victoria Plains

Name	Geoff Erickson
Title	President
Organisation	Shire of Victoria Plains

Signature:	Date:
------------	-------

Signature: _____ Date: _____

Key Result Areas (KRA)

Key Result Areas and associated strategies and actions will be varied by agreement between the employee and employer annually, during the term of the contract. Upon the commencement of employment these Key Result Areas will reflect:

KRA 1: Leadership

- 1.1 The CEO leads by example
- 1.2 High standards of ethical behaviours are displayed
- 1.3 Competent subordinates are employed and developed
- 1.4 The creative ideas of employees are encouraged and developed

KRA 2: Working with Council

- 2.1 The CEO contributes constructively to the Council meeting process.
- 2.2 The decisions of Council are implemented in accordance with Council directions
- 2.3 Councillors have an appropriate level of access to the CEO
- 2.4 The concerns of Councillors effectively and professionally managed
- 2.5 Council is provided with appropriate information and advice on relevant statutory requirements.
- 2.6 Promote professional development opportunities.

KRA 3: Working with External Groups

- 3.1 The organization reflects a customer service oriented modus operandi
- 3.2 The community is provided with relevant and timely information and access regarding Council policies, procedures and decisions.
- 3.3 Effective working relationships with State and Federal Government agencies.
- 3.4 Effective working relationships with the public.
- 3.5 Implement the objectives of Council's Strategic Community Plan.

KRA 4: Financial Management

- 4.1 Longer term financial forecasting occurs and assists with Council's planning processes.
- 4.2 Implementation of long term Asset Management strategy.

KRA 5: Organisation Management

- 5.1 Organisational arrangements are in place so as to ensure the Council programmes and statutory requirements are achieved.
- 5.2 Senior managers are appropriately delegated and empowered to achieve their functional objectives to the satisfaction of their customers.

5.3 Corporate planning to allow the achievement of operational objectives.

KRA 6: Undertake and Significant Projects (Report to Council every 6 months)

- 6.1. Develop and implement a rating strategy.
- 6.2. Develop Business Plan for Lot 979 Residential sub-division 12 months.
- 6.3. Investigate the development of a reticulated deep sewer system in Bindoon feasibility study/business case in conjunction with appropriate state agencies.
- 6.4. Develop a business plan for the redevelopment of Binda Place 12 months.
- 6.5. Develop a business plan & secure necessary funding for the Bindoon Multi-purpose Medical Centre.
- 6.6. Oversee the development of a Community Infrastructure Plan 12 months.
- 6.7. Develop an Integrated Strategic Plan
 - 1. Strategic Community Plan (10 year vision)
 - 2. Long Term Financial Plan (10 year)
 - 3. Asset Management Plans
 - a. Infrastructure 10 yr roadworks program
 - b. Buildings 10 yr maintenance program
 - c. Plant & Equipment develop a fleet & plant replacement program (10 yr).
 - 4. Workforce plan
 - 5. Corporate Plan
- 6.8. Oversee the implementation of the Scheme amendment for the Muchea Employment Node.
- 6.9. Rezoning of lot 7 Muchea Road East to Industrial 12 months.
- 6.10. Investigate and develop a plan for the relocation of the Shire Depot 12 months.
- 6.11. Development & implementation of Local Emergency Management Plan 12 months.
- 6.12. Development & implementation of Local Recovery Management Plan 12 months.
- 6.13. Develop Shire of Chittering Community Sport & Recreation Plan 12 months.
- 6.14. Business Risk Management/Recovery Plan 12 months.
- 6.15. Review & Implementation of Disabilities & Services Inclusion Plan current plan has expired
- 6.16. Commence the development of a long term Health Plan in conjunction with WA Country Health Services.





FINANCIAL ASSISTANCE AGREEMENT – ROYALTIES FOR REGIONS PROJECT

THE DEPARTMENT OF REGIONAL DEVELOPMENT AND LANDS

AND

THE SHIRE OF CHITTERING ABN: 48 445 751 800

COUNTRY LOCAL GOVERNMENT FUND 2011/2012 INDIVIDUAL ALLOCATION

Asset Infrastructure

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THIS Agreement is made the	day of	20
BETWEEN:		
State of Western Australia via the Dand Lands, acting through the Direct Street, Perth WA 6000 ("Departmen	ctor General, of Level 1	
and		
The Shire of Chittering ("Recipient"))	

BACKGROUND

Funds for Royalties for Regions are invested through the *Royalties for Regions Act 2009.* The Recipient has applied to the Department for financial assistance to undertake the Project and the Department has agreed to provide Funding subject to the terms and conditions of this Agreement.

- (a) The Department and the Recipient each have responsibilities relating to the successful delivery of the Royalties for Regions Project(s) referred to in this Agreement.
- (b) The Department's role in relationship to Royalties for Regions is to administer and coordinate the implementation of Royalties for Regions.
- (c) The Parties agree that there is a shared responsibility to ensure the delivery of nominated Royalties for Regions' initiatives referred to in this Agreement, with the overall aim of:
 - Building capacity in regional communities
 - Retaining benefits in regional communities
 - Improving services to regional communities
 - Attaining sustainability
 - Expanding opportunity
 - Growing prosperity.

OPERATIVE PART THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Agreement, unless repugnant to the context:

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

Acquittal occurs when the Department has advised the Recipient that the reports and financial information provided by the Recipient in accordance with clause 3.5 (c) are satisfactory.

Approved Budget means the budget approved by the Department and set out in Schedule 4.

Auditor means a person who is an approved auditor for the purposes of the Local Government Act 1995 or a Registered Company Auditor and who is independent of the Recipient.

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

Business Day means a day, not being a Saturday, Sunday or public holiday, on which banks are open for general banking business in Western Australia.

Commencement Date means the execution date of this Agreement.

Completion Date means that date for completion of the Project as specified in, or ascertainable from, Schedule 4.

Commonwealth means Commonwealth of Australia.

Department means the Department of Regional Development and Lands or such other body or instrumentality that is charged with the administration of this Agreement from time to time on behalf of the State.

Evaluation or Audit includes to audit, examine, investigate, inspect, review or evaluate.

Funding means the amount specified in Schedule 4, including any interest accrued on that amount.

Guidelines means the Royalties for Regions Country Local Government Fund Guidelines as properly varied from time to time

Insolvency Event means the happening of any of these events:

Royalties for Regions - Country Local Government Fund - Individual - Financial Assistance Agreement - Shire of Chittering - Asset Infrastructure Page 5 of 27

- (a) an order is made, or an application is made to a court for an order, that a body corporate be wound up; or
- (b) except to reconstruct or amalgamate while solvent, a body corporate:
 - (i) is wound up or dissolved; or
 - (ii) resolves to wind itself up or otherwise dissolve itself, or gives notice of intention to do so; or
 - (iii) enters into, or resolves to enter into, any form of formal or informal arrangement for the benefit of all or any class of its creditors, including a scheme of arrangement, deed of company arrangement, compromise or composition with, or assignment for the benefit of, all or any class of its creditors; or
- (c) a liquidator or provisional liquidator is appointed (whether or not under an order), or an application is made to a court for an order, or a meeting is convened or a resolution is passed, to make such an appointment, in respect of a body corporate; or
- (d) a receiver, manager, receiver and manager, trustee, administrator, controller (as defined in section 9 of the Corporations Act 2001 (Cth)) or similar officer is appointed, or an application is made to a court for an order, or a meeting is convened or a resolution is passed, to make such an appointment, in respect of a body corporate; or
- (e) any step is taken to enforce security over, or a distress, attachment, execution or other similar process is levied, enforced or served out against, any asset or undertaking of a body corporate; or
- (f) the process of any court or authority is invoked against a body corporate, or any asset or undertaking of a body corporate, to enforce any judgment or order for the payment or money or the recovery of any property;
- (g) a body corporate:
 - (iv) takes any step to obtain protection, or is granted protection, from its creditors under any applicable legislation; or
 - (v) stops or suspends payment of all, or a class of, its debts; or
 - (vi) is or is taken by any applicable legislation to be, or states that it is, or makes a statement from which it may be reasonably deduced that it is:
 - (vii) insolvent or unable to pay its debts when they fall due; or

(viii) the subject of an event described in section 459C(2)(b) or section 585 of the Corporations Act 2001 (Cth); or

- (ix) is taken to have failed to comply with a statutory demand as a result of the operation of section 459F(1) of the Corporations Act 2001 (Cth); or
- (x) ceases, or threatens to cease, to carry on all or a material part of its business; or
- (h) a person becomes an insolvent under administration as defined in section 9 of the Corporations Act 2001 (Cth) or action is taken which could result in that event;
- (i) anything analogous or having a similar effect to any of the events specified above happens under the law of any applicable jurisdiction.

Milestones means the milestones set out in Schedule 4.

Obligation means obligation under this Agreement.

Party means each of the Department or the Recipient as the context requires and **Parties** means both of them.

Project means the initiative or activities funded for the Purpose described in Schedule 4.

Purpose means the purpose of carrying out the Project.

Regional Group refers to the Local Government Authorities that have agreed to become members of a group specifically for the purpose of undertaking the Project as outlined in this Agreement.

Registered Company Auditor means a person who is, for the time being, registered as an auditor or taken to be registered as an auditor under Part 9.2 of the Corporations Act 2001 of the Commonwealth.

Royalties for Regions means the Royalties for Regions programs of the State Government, administered under the Royalties for Regions Act 2009.

Schedule means any schedule to, and forming part of, this Agreement.

Special Conditions means any conditions specified as such in Schedule 4.

State means the State of Western Australia.

Term means the currency of this Agreement.

1.2 Interpretation

Royalties for Regions - Country Local Government Fund – Individual - Financial Assistance Agreement - Shire of Chittering – Asset Infrastructure Page 7 of 27

In this Agreement unless the context otherwise requires:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing any gender include the other genders;
- (c) references to persons include corporations;
- (d) references to a person include the legal personal representatives, successors and assigns of that person;
- (e) a reference to a statute, ordinance, code, or other law includes regulations, by-laws, rules and other statutory instruments under it for the time being in force and consolidations, amendments, reenactments, or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);
- references to this Agreement or any other instrument include this Agreement or other instrument as varied or replaced, and notwithstanding any change in the identity of the Parties;
- (g) references to writing include any mode of representing or reproducing words in tangible and permanently visible form, and include e-mail and facsimile transmission;
- (h) an Obligation incurred in favour of two or more persons is enforceable by them jointly and severally;
- (i) if a word or a phrase is defined, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;
- (j) references to this Agreement include its recitals, schedules and annexures;
- (k) headings are inserted for ease of reference only and are to be ignored in construing this Agreement;
- (I) references to time are local time in Perth, Western Australia;
- (m) where time is to be reckoned from a day or event, that day or the day of that event is to be included;
- (n) references to currency are to Australian currency unless otherwise stated:
- (o) no rule of construction applies to the disadvantage of a Party on the basis that the Party put forward this Agreement or any part thereof;
- (p) a reference to any thing is a reference to the whole and each part of it, and a reference to a group of persons is a reference to all of

- them collectively, to any two or more of them collectively and to each of them individually;
- (q) when the day or last day for doing an act is not a Business Day, then the day or last day for doing the act will be the directly preceding Business Day;
- (r) if the word "including" or "includes" is used, the words, "without limitation" are taken to immediately follow; and
- (s) the phrases "described in", "set out" and "specified in" shall all read as if the words "expressly or impliedly" appeared immediately before them.

2. SCOPE OF THIS AGREEMENT

- (a) The Recipient shall:
 - (i) use the Funding for the Purpose, and only for the Purpose;
 - (ii) carry out all aspects of the Project and acquit all aspects of the Purpose in a competent, diligent, satisfactory and professional manner, and to a high standard;
 - (iii) comply with all the conditions and obligations as outlined in the Guidelines;
 - (iv) provide appropriate Funding and other resources, including staff with the capacity to meet its Obligations;
 - (v) provide leverage with wider stakeholders to facilitate strong stakeholder ownership and involvement where required in the Project; and
 - (vi) seek to facilitate additional financial investment in the Project.
- (b) The Department shall:
 - (i) pay to the Recipient the Funding in the manner set out in Schedule 4 and Schedule 5;
 - (ii) indemnify and keep indemnified the Recipient for any liability for GST and any related penalty or interest charge that may arise from a statement of GST payable on the supply for which the Department issues a recipient-created tax invoice under this Agreement; and
 - (iii) provide to the Recipient reporting templates to fulfil clause 3.5 and the reporting requirements outlined in Schedule 2 and Schedule 3.
- (c) Regarding the Project, the Recipient must:

- (i) notify the Department of legal proceedings, arbitration or administrative proceedings or debt recovery actions pending or threatened against the funding agent as soon as practicable after the institution of those proceedings or that debt recovery action;
- (ii) notify the Department immediately if the Recipient is in breach of any law or act, receives an audit qualification or is under scrutiny through an inquiry or decree or any consent, registration, approval, licence or permit or agreement, order or award binding on the Recipient;
- (iii) keep and maintain accurate, complete, up-to-date, properly detailed written records of income, expenditure, work, activities, progress, setbacks, problems and business and commercial arrangements and dealings in relation to either or both of this Agreement and the Project, and promptly provide the Department with information or documentation (relating in any way to the Project or this Agreement) requested by the Department. The Recipient will ensure that all such information or documentation (as the case may be) is accurate, complete, up-to-date, properly detailed and not in any way misleading or deceptive;
- (iv) establish a separate account or cost centre within its financial system solely for the Funding.

3. OBLIGATIONS OF RECIPIENT

3.1 Use of Funding

The Recipient will use the Funding for the carrying out of the Project in accordance with this Agreement and the Approved Budget and expend such funds by the Completion Date. All such expenditure must be effected in a commercially prudent, sensible and reasonable manner. Furthermore, the Recipient shall properly comply with and deliver all Milestones in accordance with Schedule 4.

3.2 No Changes

The Recipient will not make any changes to the Project or any agreed budget (including the Approved Budget) without the prior written consent of the Department, which consent may be withheld at the Department's discretion.

3.3 No Endorsement

The Recipient agrees that nothing in this Agreement constitutes an endorsement by the Department of any goods or services provided by the Recipient.

3.4 Acknowledgement of Department

(a) Any Royalties for Regions communication activity including presentations, publications, signage, articles, newsletters, or other literary works relating to the Project shall:

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- (i) give equal representation to the Parties in the display of Royalties for Regions' logos, the Recipient's logos and party names where agreed and as deemed appropriate; and
- (ii) be consistent with the Department's Marketing, Communications and Acknowledgements Policy.
- (b) The respective roles of the Parties must be acknowledged at relevant fora, conferences, and project launches where the Project is promoted.
- (c) The Parties shall:
 - (i) work cooperatively at the senior management and officer levels;
 - (ii) maintain open communication, both formal and informal, to progress the objectives of this Agreement;
 - (iii) share information and knowledge as practicable; and
 - (iv) advise any shared stakeholders about arrangements between the Parties.
- (d) The Parties shall coordinate joint communications when dealing with the media and shared stakeholders in relation to the Project referred to in this Agreement on issues of significance or mutual concern, including circulating draft media statements, advertising proposals and advertisements between the Parties for comment prior to publication.
- (e) The Recipient shall coordinate joint communications with the Department prior to the release of any media statement, advertising proposal and advertisement by the Recipient in relation to the Project.

3.5 Accounts, Acquittal and Reporting

- (a) The Recipient is to provide to the Department progress reports on a quarterly basis (as at 30 September, 31 December, 31 March and 30 June), or as determined from time to time by the Department, until the completion of the Project, which shall include:
 - (i) a financial report (certified by the Chief Financial Officer or Accountable Officer of the Recipient), as detailed in Schedule 2; and
 - (ii) an evaluation report as per Schedule 3, showing how and to what extent the Funding was spent and the extent to which the Milestones and outcomes were achieved.

Note – quarterly reports are to be submitted within one (1) month after the end of each quarter.

(b) The Recipient will provide to the Department an annual report on the Project based on a financial year ending 30 June which shall include:

- (i) a financial report (certified by the Chief Financial Officer or Accountable Officer of the Recipient and audited by an Auditor), outlining income and expenditure in respect to the Project, as detailed in Schedule 2; and
- (ii) an evaluation report as per Schedule 3 showing how and to what extent the Funding was spent and the extent to which the Milestones and outcomes were achieved.

Note – the annual report on the Project is to be submitted within three (3) months after the end of the financial year.

- (c) The Recipient is to provide to the Department a report (the Acquittal) at the completion of the Project or the conclusion of this Agreement (whichever occurs first), which shall include:
 - (i) a financial report (certified by the Chief Financial Officer or Accountable Officer of the Recipient and audited by an Auditor) certifying that the Funding was used for the Project, such certification to address the issues itemised in Schedule 2: and
 - (ii) an evaluation report as per Schedule 3, showing how and to what extent the Funding was spent and the extent to which the Milestones were achieved.

Note – The Acquittal is to be submitted within three (3) months after the completion of the Project.

(d) The Department shall provide reporting templates to assist the Recipient with its reporting Obligations set out in clause 3.5.

3.6 General Undertakings of the Recipient

The Recipient must:

- (a) at all times duly perform and observe its Obligations and will promptly inform the Department of any occurrence that might adversely affect its ability to do so in a material way;
- (b) undertake its Obligations with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;
- (d) comply with all State and Commonwealth laws; and
- (e) cooperate fully with the Department in the administration of this Agreement.

3.7 Negation of Employment, Partnership and Agency

(a) The Recipient must not represent itself, and must ensure that its employees, contractors, sub-contractors or agents do not represent themselves, as being an employee, partner or agent of the State or the

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- Department or as otherwise able to bind or represent the State or Department.
- (b) The Recipient will not by virtue of this Agreement be, or for any purpose be deemed to be, an employee, partner, or agent of the State or the Department, or have any power or authority to bind or represent the State or Department.

4. EVALUATION OR AUDIT RIGHTS

- (a) The Department may arrange for an Evaluation or Audit to be carried out in respect of the Project. If the Department arranges for an Evaluation or Audit:
 - (i) the Department must notify the Recipient that the Department has arranged or will arrange for an Evaluation or Audit to be carried out; and
 - (ii) the Recipient must allow all persons appointed by the Department to carry out the Evaluation or Audit to have full access to the records and premises in the control or possession of the Recipient for the purpose of carrying out the Evaluation or Audit.
- (b) Clause 4 survives the end of this Agreement by five (5) years.

5. CONTACT OFFICERS

- (a) The Parties agree to appoint Contact Officers. The Contact Officer for each Party is authorised to act for that Party in relation to this Agreement and is the first point of contact for the other Party in relation to any disputes arising under the Agreement.
- (b) The details of each Party's Contact Officer are set out in Schedule 1.
- (c) If a Party changes its Contact Officer that Party will notify the other Party in writing of the new contact details within five (5) Business Days after the change.

6. REPAYMENT AND RETENTION OF THE FUNDING

At the completion of the Project or the conclusion of this Agreement (whichever occurs first) the Recipient must remit to the Department within twenty (20) Business Days any Funding that the Department has paid and that has not been used or committed in accordance with this Agreement.

7. LIMITATION OF LIABILITY

The Department shall have no responsibility or liability for the success or otherwise of the Project and is not liable for any losses suffered by the Recipient in undertaking the Project. If the Funding is insufficient for the Recipient to properly meet all of its Obligations, then the Recipient is solely responsible for funding any shortfall.

8. INSURANCE AND INDEMNITY

(a) The Recipient shall effect and maintain throughout the Term adequate insurance, with a reputable insurer, to provide cover for the Project undertaken by the Recipient, including Public Liability and Workers' Compensation insurances and property insurance covering loss of or damage to any equipment that the Recipient provides for use on the Project, for its full replacement value.

If and when requested by the Department, the Recipient must provide either or both of the following:

- (i) A written statement of the applicable insurance cover held by the Recipient; and
- (ii) A copy of any policy of insurance, a Certificate of Currency, and receipts for premiums in connection with any policy of insurance.
- (b) The Recipient hereby indemnifies and shall keep indemnified the State and the Department and to hold them and their respective officers, employees and agents harmless from and against all reasonably foreseeable damages, losses, liabilities, cost and expenses (including legal fees) claimed, suffered or incurred by the State or the Department or any of their respective officers, employees and agents whether before or after the date of this Agreement to the extent caused by any:
 - (i) breach of any Obligation by the Recipient;
 - (ii) act or omission of the Recipient or its employees, contractors, officers or agents; or
 - (iii) breach of a State or Commonwealth law by the Recipient or any of its employees, contractors, officers or agents.
- (c) This indemnity shall survive expiration or termination of this Agreement.

9. FREEDOM OF INFORMATION ACT 1992 AND FINANCIAL MANAGEMENT ACT 2006

- (a) This Agreement and information regarding it is subject to the Freedom of Information Act 1992. The Department may publicly disclose information in relation to this Agreement, including its terms and the details of the Recipient.
- (b) Despite any express or implied provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the Financial Management Act 2006 and the Auditor General Act 2006 are not limited or affected by this Agreement. The Recipient must allow the Auditor General, or an authorised representative, to have access to and examine the Recipient's records and information concerning this Agreement.

10. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) must be:
 - (i) hand-delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 1 of Schedule 1; or
 - (ii) sent by facsimile to the facsimile number of the Party receiving the notice as set out in item 1 of Schedule 1;
- (d) subject to paragraph (e), is taken to be received:
 - (i) in the case of hand delivery, on the date of delivery;
 - (ii) in the case of post, on the third Business Day after posting; and
 - (iii) in the case of facsimile, on the date of transmission; and
- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

11. DEFAULT AND TERMINATION

11.1 Event of Default by the Recipient

An Event of Default occurs if:

- (a) the Recipient breaches any Obligation which (if remediable) continues without remedy for five (5) Business Days after notice in writing has been served on the Recipient by the Department;
- (b) the Recipient breaches this Agreement and such breach cannot be remedied;
- (c) the Recipient suffers or is or becomes subject to an Insolvency Event;
- (d) the Department has reasonable grounds to believe that the Recipient is unwilling or unable to comply with its Obligations;
- (e) any aspect of this Agreement is or is held to be void, unenforceable, or invalid for whatever reason; or
- (f) the Recipient persistently, regularly, consistently or continually breaches this Agreement.

11.2 Effect of Event of Default

- (a) If an Event of Default occurs, the Department may terminate the Agreement by providing further notice in writing to the Recipient.
- (b) Whilst a Party is in breach of this Agreement, the other Party may suspend the performance of its Obligations.

12. GOODS AND SERVICES TAX (GST)

- (a) For the purposes of clause 12 and Schedule 5:
 - (i) "GST" means the goods and services tax applicable to any taxable supplies as determined by the GST Act;
 - (ii) "GST Act" means A New Tax System (Goods and Services Tax) Act 1999 (Cth) and includes all associated legislation and regulations; and
 - (iii) the terms "supply", "tax invoice", "taxable supply" and "value" have the same meanings as in the GST Act.
- (b) If the supply of anything under this Agreement is a taxable supply under the GST Act, the Funding shall be inclusive of GST.
- (c) The Obligation of the Department to pay the GST on any supply by the Recipient under this Agreement is conditional upon the prior issue by the Recipient to the Department of a tax invoice that complies with the GST Act. This provision applies notwithstanding any law to the contrary.

13. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by both Parties.
- (b) A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party, will not be construed as a waiver of any rights.

14. ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the Parties and supersedes all communications, negotiations, arrangements and agreements between the Parties with respect to the subject matter of this Agreement.

15. ASSIGNMENT

- (a) This Agreement is personal to the Recipient and may not be assigned by the Recipient without the Department's consent, which may be withheld at the Department's discretion. The Department may assign its rights and Obligations under this Agreement as it sees fit.
- (b) For the purposes of this clause 15, the Recipient shall be deemed to have assigned this Agreement if any act, matter or thing is done or occurs, the effect of which is, in the opinion of the Department, to transfer, directly or indirectly, the management or control of the Recipient.

16. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing, duly executed by both Parties.

17. RIGHTS AND REMEDIES

The rights, powers and remedies in this Agreement are in addition to, and not exclusive of, the rights, powers and remedies existing at law or in equity.

18. LOCAL PRODUCTS AND SERVICES

The Recipient agrees to comply with the Western Australian Government's Buy Local policy when purchasing goods and services for the Project.

19. GOVERNING LAW

This Agreement is governed by the laws of Western Australia. Each Party irrevocably submits to the non-exclusive jurisdiction of the courts of Western Australia.

20. SCHEDULES

- (a) Any express or implied provision of any schedule hereto is hereby deemed to be a provision of this Agreement and therefore must be complied with (by the relevant Party) in accordance with its terms.
- (b) In clause 20(a), "provision" includes term, condition, warranty, stipulation, right, obligation, representation and the like.
- (c) Without limiting the preceding provisions of this clause 20, the Recipient agrees to comply with the Special Conditions, if any.

SCHEDULE 1 – CONTACT OFFICERS

1. Notice Addresses

1.1 Department

Registered Mail:	PO Box 1143 WEST PERTH WA 6872
Facsimile:	(08) 6552 4417

1.2 Recipient

Registered Mail:	PO Box 70
	BINDOON WA 6502
Facsimile:	08 9576 1250

2. Contact Officers

2.1 Department

Name:	Linda Leonard
Job Title:	Manager, Reporting and Evaluation
Phone:	(08) 6552 4481
Facsimile:	(08) 6552 4413
Email:	linda.leonard@rdl.wa.gov.au
Postal Address:	PO Box 1143, WEST PERTH WA 6005
Street Address:	Level 2, 140 William Street, PERTH WA 6000
Supervisor:	Colin Slattery, Director Regional Investment

2.2 Recipient

Name:	Gary Tuffin
Job Title:	Chief Executive Officer
Phone:	(08) 9576 4600
Facsimile:	(08) 9576 1250
Email:	ceo@chittering.wa.gov.au
Postal Address:	PO Box 70, BINDOON WA 6502
Street Address:	6177 Great Northern Highway, BINDOON WA 6502
Supervisor:	

2.3 Recipient financial contact

Name:	Jean Sutherland
Job Title:	Executive Manager Corporate Services
Phone:	(08) 9576 4600
Email:	emcs@chittering.wa.gov.au

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SCHEDULE 2 - FINANCIAL REPORT

The Department will provide relevant reporting templates to assist the Recipient in completing its reporting Obligations under this schedule as per Clause 3.5 of the Agreement.

The information listed below, is indicative of the information requested by the Department and may be properly varied from time to time.

- 1. Total approved Royalties for Regions Budget for the current financial year.
- 2. Balance brought forward from previous reporting period.
- 3. Royalties for Regions payments received from the Department to date.
- 4. Total committed in the current period from Royalties for Regions funds received.
- Actual expenditure to date.
- 6. Initial estimated cost of the Project.
- 7. Amount of funding leveraged from other sources.
- 8. Forecast cost to complete the Project.
- 9. Use of funds: Infrastructure/Services/Administration

SCHEDULE 3 – EVALUATION REPORT

The Department will provide relevant reporting templates to assist the Recipient in completing its reporting Obligations under this schedule as per Clause 3.5 of the Agreement.

The information listed below, is indicative of the information requested by the Department and may be properly varied from time to time.

- 1. Project outputs/outcomes (Key Performance Indicators).
- Linkage to Royalties for Regions' outcomes.
- 3. Project indicators.
- 4. Milestones/achievements target for the reporting period.
- 5. Milestones/actual achievements for the reporting period.
- Explanation of variances between target and actual achievements, including impediments encountered, action taken to overcome these and potential future impediments if any.
- 7. Funding allocation by project category.
- 8. What precisely the Funding received has been spent on.

SCHEDULE 4 - ROYALTIES FOR REGIONS PROJECT DETAILS

1. Purpose

The Funding is provided for reasonable direct wages, contracts and capital works designated as Country Local Government Fund projects in the 2011/2012 financial year component of the Forward Capital Works Plan submitted by the Recipient and approved by the Department. This Project involves activities and capital works as detailed in Clause 4 of this schedule.

2. Funding Amount(s)

\$466,115 will be provided for the Purpose noted in Clause 1 above.

The payment of the Funding will be subject to assessment of Project expenditure by the Department for consistency with the Guidelines.

Manner in which Funding is to be Paid

After this Agreement has been executed by both Parties, the Department will authorise the payment of the full amount of Funding of \$466,115 to the Recipient in the manner described in Schedule 5.

4. Detailed Description of Project

4.1. Project/s Description

Day Centre Car Park

Construction of a car park and sealed crossover from Great Northern Highway for access to the newly refurbished Day Centre.

Chinkabee Complex Disabled Toilet

Construction of a disabled toilet facility in accordance with Australian Standards. Building to be constructed of brick with colour bond roofing. This facility has been requested by the community for numerous years.

Muchea Hall Re-roof

Upgrade to existing roof as the current roof is leaking and is not in line with the new extension. Failure to correct the roof will result in further damage to the existing infrastructure. To be constructed of steel trusses with colour bond roofing.

POS Development (Sussex Bend)

Sussex Bend POS in Lower Chittering is an existing piece of land that has been allocated as POS. This POS links 3 large well established subdivisions in the southern portion of the Shire. This project will see the new construction of playground equipment, shade structures, rubber soft fall, footpaths, bore, irrigation, power to the site, soft landscaping, protection of the environmental wetlands and rubbish bins.

Bindoon Hall & Tourist Centre - renovate toilets

Upgrade of existing toilets in the Bindoon Hall and conversion of the decommissioned toilets to a store room at the Tourist Centre.

Chinkabee Complex Playgroup Extension

Extension of the existing facilities to cater for the growing needs of the community organisation. Building to be constructed of brick with colour bond roofing.

4.2. Project Objective

Project	Outcomes and Outputs	Performance Measures
Day Centre Car Park Provide safe entry and exit for Seniors Day Centre	Sealed car park surface which will provide safe access for the aged and disabled when using the Day Centre	Safe access to the Day Centre Local residents satisfaction with car park Ease of seniors access from carpark to day centre
Chinkabee Complex Disabled Toilet Provision of a disabled toilet facility to meet the requirements of the Disability Access & Inclusion Plan.	Construction of a disabled toilet facility to cater for disabled users and to satisfy community requests	Work completed to Australian Standards Local resident satisfaction with the improved facilities Monitor the number of complaints received in regards to inappropriate facilities available for disabled persons.

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Muchea hall - re-roof

To preserve and maintain the existing infrastructure of the Muchea Hall.

Upgrade existing roof to ensure it is in line with recent extensions which will preserve the existing structure in accordance with our Asset Management Plan.

Local resident satisfaction with the improved roof

Monitor leakage to ensure no further adverse impact on furnishings & fixtures

POS Development -Sussex Bend

To meet community expectations for the provision of suitable passive recreation facilities.

Construction of passive recreation area including playground equipment for residents in the southern section of the shire.

Local resident satisfaction with the passive recreation facilities (survey of satisfaction)

Facilities meet safety standards

Increased utilisation of POS

Bindoon Hall & Tourist Centrerenovate toilets

To maintain heritage listed building in accordance with its long term management plan and to cater for the growing demands for additional space for the Tourist Centre

Upgrade to Bindoon Hall toilets which will provide for better facilities for users and the conversion of existing toilets to a storeroom with provide for more storage area for the Tourist Centre.

Local resident satisfaction with the improved toilet facilities. (survey of satisfaction)

Local community group satisfaction with new storage area. (survey of satisfaction)

Satisfaction from tourists with access to improved facilities. (survey of satisfaction)

Works are consistent with maintaining heritage requirements for building

Chinkabee Complex Playgroup Extension To meet community demands for a larger building for the provision of child services	New extension to existing building which will provide more space for expanding community group currently using the building.	Local community group satisfaction with extension to building. (survey of satisfaction) Number of community groups utilising complex Increased number of users
--	--	--

4.3. Project Timeframe

The Recipient agrees to commence the Project within six months after the date this Agreement is entered into and to complete the Project in accordance with the milestone dates noted in the table below, unless otherwise agreed to in writing by the Department.

Main Activities / Milestones	Milestone Date
Day Centre Car Park Completed	30 November 2012
POS Development (Sussex Bend) Completed	30 November 2012
Chinkabee Complex Disabled Toilet Completed	31 October 2012
Muchea Hall Re-roof Completed	31 October 2012
Bindoon Hall & Tourist Centre- renovate toilets Completed	31 October 2012
Chinkabee Complex Playgroup Extension Completed	31 October 2012

4.4. Project Budget

Item of Expenditure	Item Cost (\$)	Source of Funds (Specify CLGF funds both Regional Group and Individual, Recipient, name of other sources and the amount of funding from each source)
Day Centre Car Park	40,000	CLGF
POS Development (Sussex Bend)	254,883	CLGF
Chinkabee Complex Disabled Toilet	68,000	CLGF
Muchea Hall - Re-roof	40,000	CLGF (\$20,000) Shire of Chittering (\$20,000)
Bindoon Hall & Tourist Centre - renovate toilets	90,000	CLGF (\$58,232) Shire of Chittering (\$31,768)
Chinkabee Complex Playgroup Extension	50,000	CLGF (\$25,000) Community (\$25,000)
Total CLGF Funding <u>under</u> <u>this Agreement</u>	466,115	
Total Recipient Funding	51,768	
Total Other Funding	25,000	
Total Cost	542,883	

5. Term of Agreement

The Term of this Agreement commences on the execution date of this Agreement and ends 24 months after the execution date. The previous sentence is subject to those provisions of this Agreement that expressly or impliedly survive the expiration of this Agreement.

SCHEDULE 5 -- PAYMENT OF THE FUNDING

Funding will be made available as a conditional grant specifically for the delivery of the Project outlined in Schedule 4. The Recipient will forward an invoice to the Department for the amount of the Funding outlined in Schedule 4. The payment will be processed by the Department and the payment cheque to the Recipient will then be electronic funds transferred to:

Account name:	Shire of Chittering
BSB:	633-000
Account number:	117884692

The Department through its internal process may raise a recipient-created invoice for the Funding amount identified in Schedule 4. The terms of the invoice are governed by the following:

- (a) The Recipient warrants that it has an Australian Business Number and is registered for GST.
- (b) The Recipient will immediately notify the Department in writing of any change to the Recipient's registration.
- (c) The Department warrants that it is registered for GST.
- (d) The Department will immediately notify the Recipient in writing of any change to the Department's Registration.
- (e) If any supply is made by the Recipient after the date of this Agreement in connection with the Funding, the Department may issue a recipientcreated tax invoice in respect of the supply and the Recipient will not issue a tax invoice in respect of that supply.
- (f) The Recipient and the Department may agree that the provisions of the agreement to use recipient-created tax invoices will not apply in respect of a particular supply, in which case the Recipient will issue a tax invoice in respect of that supply.
- (g) The Department or the Recipient may terminate agreement to use recipient-created tax invoices at any time by giving written notice to the other Party.
- (h) In this Agreement the terms "supply", "registered", "tax invoice", "recipient-created tax invoice" and "GST" have the same meaning as in the GST Act and "GST Act" means the A New Tax System (Goods and Services Tax) Act 1999.

Item 9.5.6 Attachment 1

EXECUTION OF THIS AGREEMENT	
EXECUTED by the Parties as an Agreeme	ont.
SIGNED for and on behalf of the STATE OF WESTERN AUSTRALIA by Linda)
Leonard, Manager Reporting and)
Evaluation of the DEPARTMENT OF REGIONAL DEVELOPMENT AND)
LANDS in the presence of:	,
Signature of witness	
Full name and position of witness	
Signed for and on behalf of Shire of Chittei	rng
The Common Seal of the Recipient was he Council in the presence of:	reunto affixed by authority of the
·	
	Shire President
Signature	
Alex Douglas	
Signature	Chief Executive Officer
-	
Gary Tuffin	

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19 March 2012

Chief Executive Officer Mr Gary Tuffin Shire of Chittering PO Box 70 BINDOON WA 6502 SHIRE OF CHITTERING RECEIVED

2 9 MAR 2012

OFFICER PRICE 22 10 16 REF 1 22885

Dear Gary,

LETTER OF RESIGNATION - GAVIN POLLOCK EXECUTIVE MANAGER TECHNICAL SERVICES

It's with regret I wish to tender my resignation from the Shire of Chittering as the Executive Manager of Technical Services.

My resignation will take effect on the 11th May 2012 at 4:00pm. My last working day with the shire will be the 27th April 2012 at 4:00pm as I will then be commencing 2 weeks leave before commencing employment with the Town of Port Hedland as the Manager of Engineering Services.

I would like to thank the Shire of Chittering for the opportunity to work for the Shire and I'm pleased to be leaving the Technical Services Department more structured, productive and professional compared to when I commenced with the shire 4 years ago.

If you would like any further information regarding my resignation please feel free to contact me on 0427 760 134.

Regards

Gavin Pollock 111 Sussex Bend

Lower Chittering WA 6084

Item 9.5.7 Attachment 2

SHIRE OF CHITTERING

Great Northern Highway, Bindoon PO Box 70, Bindoon WA 6502

Telephone (08) 9576 4600 Facsimile (08) 9576 1250 Email chatter@chittering.wa.gov.au Website: www.chittering.wa.gov.au

POSITION DESCRIPTION

- 1. TITLE Executive Manager Technical Services
- **2. LEVEL** Negotiated (*Local Government Industry Award 2010*)
- 3. **DEPARTMENT/SECTION** Technical Services

4. POSITION OBJECTIVES

4.1 Objectives of Position

Manage the outside workforce in the areas of roads (inclusive of construction and maintenance), footpaths, parks and gardens, landfill and cemetery and to provide advice to Council and the public including contractors and land developers, on engineering matters in accordance with Council's Strategic Plan and Policies.

Supervise sub-divisional clearances undertaken by developers of approved sub-divisions and provide clearance or other guidance on remediation in accordance with Council Policy or Operating Procedures.

Manage Council Fleet and provide advice to Council on the replacement.

4.2 Within Section

Manage and provide leadership and technical advice to ensure the objectives of the organisation is met in the Technical Services section of the Shire.

4.3 Within Organisation

Liaise with the Chief Executive Officer and provide leadership and advice to Council, elected members and senior staff in the provision of effective management of the Shire Technical Services section.

Position Description: Executive Manager Technical Services

Ref: 22/02/24



5. ORGANISATIONAL RELATIONSHIPS

5.1 Responsible to

Chief Executive Officer

5.2 Supervision of

- Work Supervisors.
- Outside engineering workforce including Parks and Gardens and Landfill.
- Engineering Technical Officer.
- Customer Service Officer Technical Services

5.3 Internal and External Liaison

<u>Internal</u>

- Chief Executive Officer
- Executive Staff
- All Employees
- Shire of Chittering Council

External

- Main Roads WA
- Developer and Builders
- Land Owners
- Government Departments
- Other Local Authorities
- General Public
- Contract Mechanical Services Functions

6. KEY DUTIES/RESPONSIBILITIES

6.1 Management

- 6.1.1 Manage the functions of the Outside workforce through the Shire Work Supervisors.
- 6.1.2 Maintain communication with other Departmental areas to ensure maximum cooperation and results in respect to the overall management of the Council affairs.
- 6.1.3 Ensure that Council requirements are carried out promptly and efficiently in accordance with priorities and established policy and maintain effective liaison with the Chief Executive Officer and other Managers to provide the best possible service to the residents.
- 6.1.4 Develop and maintain Council's forward planning programme for roadworks (10 year) to ensure a safe and reliable road network is maintained, within council's budgetary constraints.

Item 9.5.7

Position Description: Executive Manager Technical Services

Ref: 22/02/24



- 6.1.5 Advise Council and prepare substantive reports for the replacement of plant and equipment in accordance with Council's Plant Replacement Asset Management Plan.
- 6.1.6 Provide the Chief Executive Officer or his representative with advice regarding development of council Policies, local laws or other engineering matters.
- 6.1.7 Manage personnel affairs within the section in liaison with the Chief Executive Officer (or his nominee), in accordance with Industrial Awards, the Local Government Act 1995, the Health Act 1911, Occupational Health & Safety, Equal Employment Opportunity, Council policy and coordinate other relevant statutes.
- 6.1.8 In conjunction with the Chief Executive Officer (or his nominee), conduct recruitment and induction processes of personnel within the section.
- 6.1.9 Monitor Staff Development and recommend training requirements.
- 6.1.10 Foster, advocate and implement Customer Service Focus and Practices.
- 6.1.11 Promote and implement Best Practice and Quality Improvement Program.
- 6.1.12 Implement organisational goals as defined in the Strategic Management Plan adopted by Council.
- 6.1.13 Provide advice and undertake any other duties relevant to the good government of the district as required by the Chief Executive Officer.
- 6.1.14 Manage Council's built assets.
- 6.1.15 Coordinate Council's Asset Management Program, including RoMan (Roads), Greenfields, footpaths, drains, playground equipment & buildings.
- 6.1.16 Attend Regional Road Group meetings and Engineering Regional Road Group Technical meetings on behalf of Council.
- 6.1.17 Ensure that all playgrounds, footpaths, drains, street trees and other public amenities are maintained in a safe condition.

6.2 Administration

- 6.2.1 Manage and supervise contractors as engaged from time to time.
- 6.2.2 Prepare and action correspondence as a result of Council decisions and as directed by the Chief Executive Officer.
- 6.2.3 Support Roadwise initiatives.
- 6.2.4 Attend to interviews with the public relating to technical services matters as required from time to time.
- 6.2.5 Preparation of correspondence to the Council's customary ratepayers and electors as required in relation to Technical Services and matters associated therewith.
- 6.2.6 Attend to all funding application schedules, programmes and other relevant documentation relating to Main Roads WA and other grant allocation for road construction and maintenance.
- 6.2.7 In association with the Chief Executive Officer and Executive Manager Corporate Services (EMCS), prepare annual and ten year roadworks programs.

Item 9.5.7

Position Description: Executive Manager Technical Services

Ref: 22/02/24



- 6.2.8 Communicate with other Government Departments, Statutory bodies and other relevant bodies on current issues, legislation, policies and developments that may involve matters likely to affect the Shire of Chittering, at all times.
- 6.2.9 Implement procedures as required by the Local Government Act to close roads, thoroughfares both temporarily and permanently.
- 6.2.10 As required by the Chief Executive Officer & EMCS, provide input to budget deliberations to ensure that a realistic approach can be made in day to day operations of the Technical Services section to ensure that Works & Services are confined within the boundaries of finances allocated.
- 6.2.11 Report regularly any major or minor adjustments in relation to proposed expenditure.
- 6.2.12 Review and establish accurate records, management documents and control systems relevant to all Technical Services matters in liaison with other employees.
- 6.2.13 Ensure the Council's two-way communication system functions effectively.
- 6.2.14 Attend to call outs after working hours (emergencies) and organise availability for work after hours.

6.3 Technical

- 6.3.1 Provide Engineering advice to the Council, Chief Executive Officer, Executive Manager Development Services, Shire Planner, Principal Environmental Health, Principal Building Surveyor, Ranger Services and Community Emergency Services Manager.
- 6.3.2 Prepare and present written reports to Council as required and as directed by the Chief Executive Officer.
- 6.3.3 Research and prepare survey and design drawings as required.
- 6.3.4 Prepare maintenance specifications for plant, equipment, roads, landfill, Parks and Gardens as required.
- 6.3.5 Prepare specifications and contracts for provision of Works and Services to the Shire of Chittering by third parties, relating to Technical Services Department.
- 6.3.6 Assist Council with planning and design in respect to other areas of Council jurisdiction as required whether controlled by Council or community groups on behalf of Council.
- 6.3.7 Provide all necessary Technical Services documentation in respect to grant works, plant tenders and any other such clerical works as may be required by the Chief Executive Officer.
- 6.3.8 Provide engineering advice to Council staff, land owners, developers, builders on standard of specifications for property crossovers.
- 6.3.9 In liaison with the Executive Manager Development Services and the Chief Executive Officer, assess applications for subdivision approvals and provide advice to Council in respect to engineering conditions that should apply.
- 6.3.10 In liaison with the Executive Manager Development Services and where required the Chief Executive Officer consider applications from Developers, and land owners or their agents for clearance of conditions of subdivision, and provide advice as to whether engineering aspects have met conditions of

Item 9.5.7

Position Description: Executive Manager Technical Services

Ref: 22/02/24



subdivision. Liaise with Building department and Geotechnical subdivision reports.

- 6.3.11 In relation to [6.2.7] above provide estimates for cost of works that apply to engineering conditions and review cost of work estimates provided by applicants prior to any acceptance of bonding for clearance of engineering related conditions.
- 6.3.12 In conjunction with the Executive Manager Development Services, assess and advise Council on Extractive Industries Licences with due reference to Local Laws.

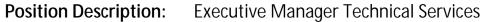
7. SELECTION CRITERIA

Essential

- 7.1.1 Developed Time & Project Management Skills.
- 7.1.2 Developed Verbal and Written Communication Skills.
- 7.1.3 Sound Public Relations and Interpersonal Skills.
- 7.1.4 Developed Negotiating Skills.
- 7.1.5 Excellent Numeracy Skills.
- 7.1.6. An awareness of management techniques and systems likely to improve productivity.
- 7.1.7 A demonstrated capacity for heading a multidisciplinary team.
- 7.1.8 Computer Literacy and Keyboard Skills.
- 7.1.9 Developed Surveying Skills.
- 7.1.10 Sound financial and budget/cost control skills.
- 7.1.11 Competency in Road, Design, Drawing, Reading, and Interpretation and on-site set out.
- 7.1.12 Two year's experience in the position of Engineer undertaking Road Building Supervision and design.
- 7.1.13 Hold or be completing a formal engineering qualification Bachelor of Engineering or equivalent that is formally recognised within Australia.
- 7.1.13 Hold a current WA "C" Class Motor Driver's Licence.

Desirable

- 7.2.1 Sound knowledge of Local Government Act 1995 and remaining sections of Local Government Act 1960 as applicable to property, land use, streets and thoroughfares.
- 7.2.2 Working knowledge of Organisational structure.
- 7.2.3 Previous experience in managing people.
- 7.2.4 Sound knowledge of traffic management road safety design and signage requirements and associated legislation and policies.
- 7.2.5 Sound knowledge of Occupational Health and Safety legislation/regulations and associated requirements.
- 7.2.6 Preferred possession of Certificate in Municipal Engineering.
- 7.2.7 Member of Institute of Engineers (Australia).



Ref: 22/02/24



8 EXTENT OF AUTHORITY

 Operates under direction of the Chief Executive Officer within established guidelines, procedures and policies of Council as well as statutory provisions of the various Acts, regulations and other legislation

Delegated authority as defined by the Chief Executive Officer from time to time

Present Occupant Vacant Date Appointed

Prepared by Karen Parker Date Issued 21 March 2012

Supervisor Gary Tuffin

Approved by Gary Tuffin **No. of Sheets** Six (6)

Reviewed Date

Conditions of Employment (subject to final negotiations)



POSITION: Executive Manager Technical Services

Conditions of Employment as per the *Local Government Industry Award 2010*, the model LGMA Contract and the below mentioned conditions, which should not be construed to be the limitations of

conditions.

HOURS OF DUTY: A minimum of 7.6 hours per day, average 38 hours per week.

(RDO - 9 day fortnight will be offered)

OVERTIME: Not Applicable

EQUAL EMPLOYMENT

OPPORTUNITY:

Council is an equal opportunity employer and had adopted an EEO policy in accordance with the legislation. A copy of the policy is

available for all staff to read.

ANNUAL LEAVE: As per the Local Government Industry Award 2010 and National

Employment Standards.

SICK LEAVE: As per the Local Government Industry Award 2010 and National

Employment Standards.

SALARY: Cash Salary \$95,000 - \$110,000

Negotiated private use of a vehicle \$13,037

Superannuation (up to 15%) \$14,250 - \$16,500

Fringe Benefit Tax (Provision) \$3,000 Clothing Allowance \$400 Professional development / \$3,410

conference attendance

Total of Package \$129,097 - \$146,347

SUPERANNUATION Council will contribute 9% compulsory superannuation and you will be

eligible to enter into Council's contributory scheme after a qualifying period of three months (entitles you to a further \$ for \$ contributions

up to 6% of salary.

LONG SERVICE LEAVE: Long Service Leave is as per Long Service Leave Regulations.

LEAVE LOADING Not Applicable

UNIFORM ALLOWANCE: Council has a uniform allowance policy, which will apply to this position

after the completion of the three (3) month probationary period.

Council contributes \$400.00 per annum.

MOTOR VEHICLE A vehicle will be provided for business use and private / commuter

use as negotiated within the contract.

STAFF DEVELOPMENT / Clause 30 of the Award applies to this position. Performance will be

PERFORMANCE REVIEW: reviewed at three (3) months and thereafter at least annually if the

appointee is granted permanency.

Item 9.5.7 Attachment 3



EXECUTIVE MANAGER TECHNICAL SERVICES

(ref 22/02/24)

The Shire of Chittering continues to develop and grow as a peri-urban local government on the cusp of the Perth Metropolitan region. Chittering offers a unique and diverse country lifestyle within commuting distance from Perth.

The Shire is experiencing high growth and has recently been forecasted by the WAPC to double its population over the next decade.

The Shire is seeking a suitably qualified engineer who is able to demonstrate strong skills and experience in senior or middle management; team management; budgeting and financial control; road construction; sub-divisional and negotiation and project management to meet the challenges associated with the growth of our Shire.

A rewarding and challenging opportunity is offered as this position will be responsible for administering Council's engineering, waste, fleet and community facilities management.

An attractive salary package will be negotiated with the successful applicant with a cash component between \$95,000 and \$110,000 and a total package in the range of \$129,097 - \$146,347 including the provision of a Council vehicle, up to 15% superannuation and a nine (9) day fortnight.

A contract term of up to five (5) years will be offered.

For further, information pertaining to this position please do not hesitate to contact Mr Gary Tuffin, Chief Executive Officer on (08) 9576 4600.

Applicants must address the selection criteria and applications close 4pm on Monday 16 April 2012.

For an application package please contact the Shire office by email on chatter@chittering.wa.gov.au, telephone (08) 9576 4600 or alternatively visit and download the package from our website www.chittering.wa.gov.au.

Gary Tuffin

CHIEF EXECUTIVE OFFICER



UNCONFIRMED MINUTES "Without prejudice"

Minutes are provided on the strict understanding that all terms whether deemed expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council.

CHITTERING HEALTH ADVISORY COMMITTEE MINUTES

TUESDAY, 14 FEBRUARY 2012

Council Chambers 6177 Great Northern Highway Bindoon

COMMENCEMENT: 4.05pm CLOSURE: 4.43pm

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The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25(e)) establish procedures for revocation or recision of a council decision. No person should rely on the decisions made by council until formal advice of the council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the council meeting.

Agendas and minutes are available on the Shire's website www.chittering.wa.gov.au

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MEMBERSHIP AS AT 19 OCTOBER 2011

Member	Deputy
Shire President	Nil
Cr Alex Douglas	
Cr Doreen Mackie (Presiding Person)	Nil
Chief Executive Officer	Executive Manager Corporate Services
Mr Gary Tuffin	Ms Jean Sutherland
Manager Administration and Community	·
Services	· ·
Mrs Karen Parker	
Practice Manager Bindoon Medical	Nil
Centre	,
Liz Choules	
Physiotherapist	Nil
Judy Dennis	
Community representative	Nil
Chris Pietraszek	
Primary Health Manager, West Wheatbelt	Karen Beardsmore
Erik Anda	
Community resident	Helen Taylor
Helen Kerr	
Service Coordinator Toodyay, Silver	Nil
Chain Avon	· ·
Sharon Richards	



CHITTERING HEALTH ADVISORY COMMITTEE MINUTES TUESDAY, 14 FEBRUARY 2012

1. DECLARATION OF OPENING OF MEETING

The Presiding Person declared the meeting open at 4.05pm

2. ATTENDANCE / APOLOGIES

2.1 Attendance

The following members were in attendance:

Cr Doreen Mackie

Presiding Person

Sharon Richards

Service Coordinator Toodyay, Silver Chain Avon

Judy Dennis

Physiotherapist

Liz Choules

Practice Manager, Bindoon Medical Centre

Helen Kerr Cor

Community resident

Erik Anda Christine Pietraszek Primary Health Manager, West Wheatbelt Community representative (arrived at 4.34pm)

Gary Tuffin

Chief Executive Officer

Karen Parker

Manager Administration and Community Services

Cr Alex Douglas Shire President

The following deputy was in attendance:

Helen Taylor

Community resident

The following staff was in attendance:

Natasha Mossman

Minute Secretary

2.2 Apologies

Nil

3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

4.1 Chittering Health Advisory Committee – Wednesday, 23 November 2011

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr Douglas / Seconded Judy Dennis

That the minutes of the Chittering Health Advisory Committee meeting held on Wednesday, 23 November 2011 be <u>confirmed</u> as a true and correct record of proceedings.

CARRIED UNAMINOUSLY

5. ITEMS OF BUSINESS

5.1 Update on the proposed health centre

At the November committee meeting the following action was tabled:

ACTION:

Committee members were requested to provide letters to the Chief Executive Officer outlining their urgent need for health facilities

At the time of sending out the agenda the shire has received responses (attachment 1) from:

1. Chittering Physiotherapy

(received 4 October 2011)

2. Bindoon Medical Centre

(received 9 December 2011)

ACTION:

The Chief Executive Officer requested that WA Country Health be contacted and submit a letter of support for the proposed health centre.

5.1.1 Meeting with Wheatbelt Development Commission (WDC)

The Chief Executive Officer provided the committee the below report following his meeting with the Rebecca Kelly, Senior Regional Officer and Pippa Harris from the Wheatbelt Development Commission held on 8 December 2011:

Met with the commission's Senior planning officers and advised them that an amount of \$792,411 had been endorsed by AROC for the project via CLGF. A facilities tour was undertaken so that the WDC officers could view our needs first hand. At the conclusion of the tour both agreed that there was a need for immediate action and supported the project.

SYNERGY: 03/01/3; N12876

5.1.2 Avon Regional Organisation of Councils (AROC)

The Chief Executive Officer attended an Avon Regional Organisation of Councils (AROC) meeting on 19 December 2011 and provided the group with a briefing on our proposed project, with a request that the group endorse an allocation of funds from the CLGF towards the project, the following was resolved:

AROC RESOLUTION NO 13/12/11

MOVED CR G ERICKSON

That the allocation of projects for this 2011/12 financial year be as follows:

- 1. Steam Rail Preservation Dowerin/Northam \$1,250,000
- 2. Killara Respite Facility Northam \$700
- 3. Bindoon Health/Medical Centre -- Chittering \$792,412

ESTIMATED TOTAL ALLOCATION

\$2,742,412

THE MOTION CARRIED UNANIMOUSLY

The Chief Executive Officer advised the Committee that there are still a few obstacles to overcome. The Business Plan needs to be endorsed by WDC. The process is then for it to go to the Board of Directors (about four members who are Director Generals from different agencies); it will then go to State cabinet to be approved. The Chief Executive Officer advised that he is hoping that the document will be finalised and ready to go to the April cabinet sitting.

5.1.3 Meeting with Department of Health

The Chief Executive Officer provided the committee with a report in relations to his meeting with Robert Pulsford (Area Director Planning and Infrastructure, Department of Health) on 9 February 2012:

Mr Pulsford was taken on a facilities inspection of both buildings and met with available staff to discuss their issues.

Mr Pulsford agreed that something needs to be done urgently.

The Chief Executive Officer advised that the Business Plan is a draft plan that requires feedback. It was stated that the building dimensions are only a concept and not to be too concerned with them. The final design might be completely different. Once an architect is engaged then a proper design will be made available to the committee for final comment.

ACTION

That the Committee members a provide feedback on the 'draft' Business Plan by 21 February 2012.

Page 3

5.1.4 Update from the Southern Inland Health Initiative (SIHI)

The Shire has received an update from Tim Shackleton (Virtual Health) in relation to the SIHI project (see report below).

District Medical Workforce Investment

The SIHI team has been busy for months working on the recruitment of additional doctors for placement in SIHI towns. This initiative is the cornerstone of the SIHI. There has been a lot of interest expressed by GPs from overseas and other parts of Australia in coming to WA, but the recruitment and relocation process takes some time to complete. Six existing doctors (Merredin, Lake Grace, Corrigin, Collie, Kalbarri, Esperance) have been signed up to SIHI and are receiving benefits aimed at stabilising their presence in the town and enhancing primary care and emergency services. A key aim of this strategy is to support and reinforce ongoing private sector GPs across the system.

District Hospital and Health Services Investment

Emergency Department Rosters - Some really good progress has been made toward establishing a 24/7 medical presence in the emergency departments of the Esperance, Northam, Narrogin, Katanning, Manjimup and Collie hospitals. A 24/7 hospital based roster has been fully implemented at Esperance thanks to tremendous support from the general practitioners in town. Some progress has been made toward establishing the same service in the other hospitals and there will be more on progress in these sites later on.

Nurse Practitioners — One of the SIHI objectives is to build stronger teams of staff to deliver primary care services. Practitioners are viewed as important elements in this regard and so far two NPs have been recruited to the region. The first, Ms Laura Black has commenced work in Merredin under the supervision of the Silver Chain Nursing Association and the second, Ms Shirley Shoppe will commence work in the Western Wheatbelt at the end of January for a 6 month trial period to both provide services and develop up the role. Ms Black's area of expertise is primary care while Ms Shoppe has a focus on improving services in hospital emergency departments.

Primary Health Care Demonstration Sites

Several Shires have expressed an interest informally in becoming a Primary Care Demonstration Site. As you know, the SIHI includes provision for five small hospital sites to transition into a new model of service with a strong emphasis on primary care rather than hospital based acute care. A Concept Paper which will outline the program in more detail is being prepared and this is expected to be completed by end February. We expect that we will be in a position to call for formal expressions of interest in March. However, if you would like to discuss this program before then please feel free to call or email me. There will be more on this as it unfolds.

Small Hospital and Nursing Post Refurbishment

Audits of the condition of 37 hospital and health facilities across the SIHI catchment are currently underway and expected to be completed by the end of March. The audits are essential for identifying those facilities which are most in need of refurbishment, which will in turn guide decisions related to funding for this program.

Residential Aged Care and Dementia

A Concept Paper for residential aged care and dementia is currently being developed. As with the Primary Care Demonstration Site Concept Paper, this will lay down some principles about SIHI's approach to residential aged care and dementia and provide some guidance for the development of a more detailed strategy. The Concept Paper is due to be completed in March and I will gladly provide you with a copy on request.

Telehealth

SYNERGY: 03/01/3; N12876 Page 4

The linking of smaller hospitals and mursing posts to the six district hospitals and metropolitan hospitals by videoconference is an important component of SIHI. The link enables the clinical staff in the larger hospitals to provide better support to staff and patients in the smaller more remote sites. So far links have been established between York and Northam, Laverton and Kalgoorlie and Esperance and Kalgoorlie,

Shire Meetings

Thanks to those who have invited me to meet with them to discuss the SIHI. So far I have been able to meet CEOs and Councillors at the Shires of Chittering, Goomalling, York, Katanning and Kojonup. During February I will be meeting with the CEOs at Trayning, Wongan-Ballidu, Wyalkatchem, Lake Grace, Goomalling and Mukinbudin. I have also received invitations from the Shires of Nannup, Capel, Donnybrook-Balingup, Yilgarn and Broomehill-Tambellup which I will complete in March. All of the discussions so far have been positive and while some CEOs have expressed some uncertainty about some aspects of SIHI, there is no doubt that the program overall has lots of support.

E-Newsletter

To help you stay informed about SIHI you can subscribe to the SIHI e-newsletter by clicking the link below.

http://www.health.wa.gov.au/southerninland/home/

The Chief Executive Officer advised that following his meeting with Mr Shackleton there was not a great deal of joy. The SIHI is investigating converting the current smaller rural hospitals into what Chittering is looking at doing. The SIHI is looking at new ways of delivering health services in rural areas.

5.2 Update on Bindoon Day Centre

At the Ordinary council meeting held on 14 December 2011 Council accepted the tender submitted by CPD Pty Ltd for the refurbishment of the Bindoon Day Centre at 6158 Great Northern Highway, Bindoon to the amount of \$157,630.00 including G.S.T. For a copy of the Schedule of Works refer to attachment 2.

The Shire's Executive Manager Development Services attended the site on 1 February and can confirm that the schedule is being met. Demolition works have commenced with all internal walls removed. The concrete paving and external verandah have also been removed.

The Chief Executive Officer advised the committee that the builder has discovered that the entire electrical wiring needs replacing due to rats having chewed through a lot of the wires. Also, one of the internal walls is rotten and needs replacing. The works are going to schedule (copy of works schedule attached) and it should be completed by end of March 2012.

SYNERGY: 03/01/3; N12876 Page 5

The Chief Executive Officer raised the issue of who will use the centre. Sharon Richards advised that Silver Chain will use the centre twice a week (Monday and Wednesday) and then not sure about the other three days it will be available for use. The CEO requested thought be given to what other uses there may be for the building when not being used by Silver Chain. The Chief Executive Officer advised the committee that a formalised agreement needs to be developed for any group who may wish to use the centre. The Chief Executive Officer asked Sharon if Silver Chain had a template user agreement. Sharon advised that she was unsure and also stated that she wasn't sure what was in the original agreement with Council. Sharon advised that she will look into what information Silver Chain have and will provide it to the Shire.

5.3 Patient Assistant Transport Scheme (PATS)/Home and Community Care Services (HACCS)

The Shire President advised that this was raised with Grant Woodhams and Phil Gardiner. As many as twelve other shires are having similar problems. The response received from the department is that if we fix yours we will have to fix all twelve. The Shire President stated that if we found out who the other shires were we could contact them and progress the matter as a group of concerned local governments.

The Shire President advised that contact would be made with Mia Davies (National Party Member for the Agricultural Region) to progress PATS/HACCS.

ACTION:

Sharon advised that she would speak with the HACCS officer (Linda) to obtain a list which she will forward to the Shire.

5.4 Community Assisted Transport Service (CATS)

Nothing further to report.

6. GENERAL BUSINESS

6.1 Update on Southern Inland Health Initiative

At the November committee meeting the following action was tabled:

ACTION:

The Chief Executive Officer to provide a copy of the Medical Centre Plan to the Health Department representatives and Silver Chain Avon, so that they can provide a list of requirements to the Shire.

SYNERGY: 03/01/3; N12876 Page 6

6.2 Proposed Multi Purpose Medical Centre

On the 1 February 2012 the Executive Support Officer enquired with Silver Chain Avon and West Wheatbelt who the best contact would be to send through the concept plan for comment.

General discussion was held in regards to the proposed building.

Liz Choules was asked to provide the Chief Executive Officer information on who was going to use the five consulting rooms including the times used.

Liz Choules advised that the five consulting rooms may be used by:

- two doctors
- podiatrist
- clinical physician
- mental health
- chiropractor

The Chief Executive Officer brought up the matter of the management of the centre – who is going to manage the whole facility? i.e. who wants to lease a room, private enterprise to take over entire centre, etc. Initially the centre may have to be administered by Council, if private or Government interest cannot be established prior to opening the centre. Liz advised that medical centre would like to express an interest in being a lead agency.

There will be a management agreement amongst all occupiers of the centre. It was suggested that Dr McGee (Toodyay) be contacted about his management agreement with the Shire of Toodyay.

ACTION:

Put management agreement as an agenda item on future agendas.

Erik Anda tabled the following responses from the WACHS staff:

- We assume that the main entrance to the building will be the doorway between the Staff Meeting room and Dis WC / Baby room opening up to the waiting room. If the main entrance is the doorway between the Silver Chain office and the Child Health Office we wouldn't see that as appropriate.
- A coded door / security door has been requested from staff between the group room and Admin centre essentially providing security for the staff in the staff room, the physio room, silver chain office Dietician and Child Health room.
- The doorway between the child health room and Silver Chain room should be emergency exit only.
- We assume that the Group room is a bookable. If we are at capacity is it possible to book on of the consult rooms?
- Is it possible to swap the location of the group room with the staff meeting room? Is it possible to put a lockable door between the staff meeting room and the group room this would enable groups to access tea coffee making facilities.

SYNERGY: 03/01/3; N12876

tem 10.1 Attachment ^{*}

- The child health room bench would need to be in line with health department specifications. These can be sourced if required. The vinyl should be extended to be in front of the whole bench. Only a small basin is required, not a large sink.
- Will one toilet in the GP area be sufficient for all staff? We also make the assumption that WACHS staff will be able to access the toilet freely?

Sharon Richards provided the following:

- A. Door opening directly into SC room-
 - 1. No security
 - 2. No privacy
 - 3. Inefficient for cooling in summer and heating in winter
- B. Door off corridor into SC room-
 - 1. No privacy
- C. SC room requires-
 - 1. Handwash facilities
 - 2. Good ventilation
 - 3. Excellent storage
 - 4. Privacy of treatment area
- D. Why double doors opening outwards-
 - 1. No security
 - 2. No climate protection as before
 - 3. Are they only a fire exit?

General points: waiting area is inadequate even if only for GP surgery patients; 5 consulting rooms plus a treatment room could potentially have 15 to 20 patients waiting and the designated area will only seat approx 8 or 9.

Disabled WC/Baby change opens directly onto waiting area – very poor privacy and anyone in a wheelchair or with a pushchair will block main entrance/exit.

Where are clients for SC/dietician/physio/child health to wait? There appears to be no provision.

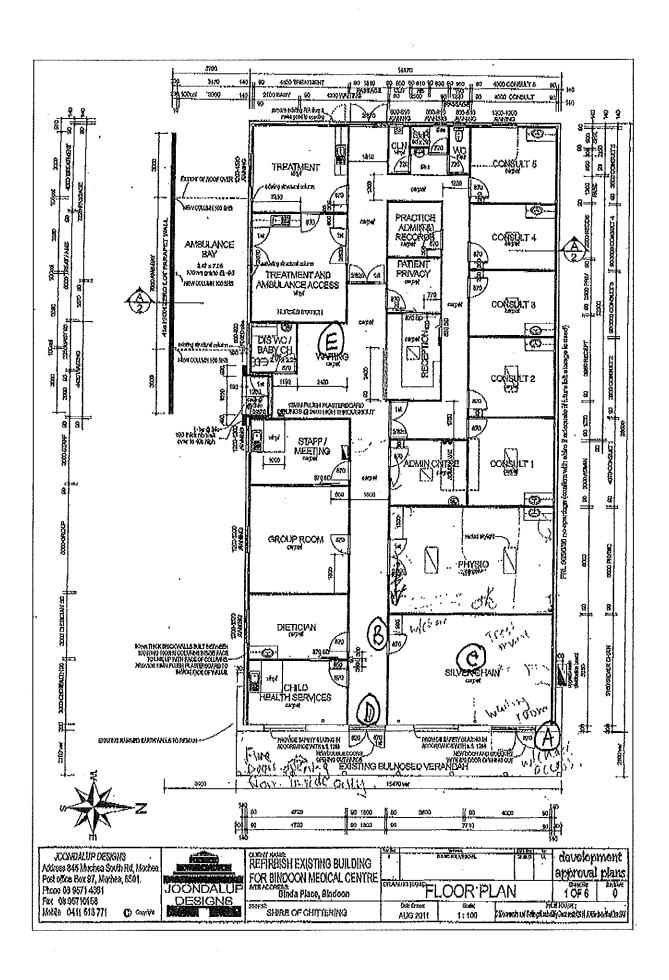
There are no staff or visitor WCs for the above 4 services – need separate staff and visitor/baby change facilities.

I would also respectfully suggest that due to the layout of the GP facilities, that it will no doubt not be possible to transport a sick patient on a stretcher from the consulting rooms to an ambulance. There is a treatment/ambulance access room, but patients often become ill in a consulting room, not conveniently in the treatment room.

Perhaps the committee should consider comparing access for stretchers in the Gingin surgery, which is spacious and has excellent access, with Bullsbrook surgery, where it is impossible to get a stretcher into wither the consulting rooms for the treatment room.

SYNERGY: 03/01/3; N12876

Item 10.1



Item 10.1 ttachment

Meeting with Hon Philip Gardiner MLC - 9 December 2011 6.3

The Chief Executive Officer and Shire President met with the Hon Philip Gardiner MLC (National Party of Australia, Agricultural Region) on 9 December 2011.

The Shire President provided the following report to the committee:

Hon Philip Gardiner was briefed on Councils project and provided a copy of the draft plan. Positive feedback was received.

Meeting with Hon Grant Woodhams MLA - 3 February 2012 6.4

The Chief Executive Officer and Shire President met with the Hon Grant Woodhams MLA (Member for Moore) on Friday, 3 February 2012.

The Shire President provided the following to the committee:

Hon Grant Woodhams was provided with the same information as Hon Philip Gardiner. Hon Woodhams did state that time is of the essence and not to put this on the backburner. The issue of PATS/HACCS was raised and were advised that this would be taken on board. The shire will need to keep on to ensure that the matter is in the forefront of the federal government.

Silver Chain - Christmas closure 6.5

Sharon Richards raised the issue of the misinformation provided out in the community that Silver Chain closed. Silver Chain only closed over the Christmas break. An official compliant sent through to the Minister as the Gingin doctors surgery was also closed over Christmas.

ACTION

Shire President to include the services provided by Silver Chain in the next Presidents column in the Northern Valley News.

7. **NEXT MEETING**

The committee discussed arrangements for the next meeting to go back to the original meeting schedule.

The next meeting of the Chittering Health Advisory Committee is to be held on the second Wednesday of the month.

8. **CLOSURE**

The Presiding Person declared the meeting closed at 4.43pm.

Page 10

ATTACHMENT 1 - Letters of support for proposed health centre

SHIRE OF CHITCHAGO,

-4 OCT 2011 /

Chittering Physiotherapy Chittering Community Health Centre Po Box 153 Bindoon WA 6502

The Chief Executive Officer Shire of Chittering PO Box Bindoon WA 6502

Dear Sir

For the consideration of council

Re: Current and Future Chittering Shire Health Care Requirements and Facilities

Currently, Health Professionals in this Shire are working from two buildings at the opposite ends of town, both of which are inadequate for the services which are being provided from them. My particular concern is with the building in use for Community Health and Silver Chain. However, it is also very obvious to all who use it that the Medical Centre is woefully inadequate for the demands made upon it. Its size is insufficient to meet the needs of 2 doctors and therefore many of our residents, unable to be seen at the most appropriate time, are being forced to travel outside the district, especially for urgent medical treatment. This also has the potential to put much greater demands on our ambulance volunteers. The building's other major disadvantage is that it does not meet the needs for access by the disabled.

The Community Health Centre was set up as temporary premises for Community Health approximately 10 years ago in a small 3 bedroom Shire house. Since then the demands on it have increased considerably.

Currently the Centre is used by Silver Chain which has one small room with a small store room attached. [Original main bedroom and walk-in robe]. This is the base for the manager, the HACC co-ordinator and the registered nurses, as well as their support staff. There is no room for meetings, or for more than one person to work in the office at any one time. The carpet in this area has been identified as an occupational health hazard

The rest of the building is used by Allied health professionals and the Community Health Nurse. The Community Health Nurse, covering Infant and Child Health as well, has a clinic room [two small bedrooms with the common wall removed] that doubles as an office and includes a second desk for other Allied Health Staff who use the room.

SYNERGY: 03/01/3; N12876

The other clinical area is an L-shaped area [dining/lounge rooms] shared between myself [the physiotherapist] and the dietitian. The physiotherapy treatment area has insufficient space to allow wheel chair access.

There is a central [family room] area that is officially a waiting room but doubles as an assessment area for the physiotherapist, speech therapist and occupational therapist when assessing developmental stages and treatment strategies for young children. It is used as a meeting room for the mothers group and as such can be dangerously overcrowded. It is also used as a staff meeting room.

There is a small room off this [laundry] that houses the IT equipment, photocopier, immunisation fridge, a filing cabinet and a hand basin. To access the photocopier from the side [in the case of a paper jam, for example], the door has to be closed and the photocopier moved! Access to the filing cabinet also involves moving the photocopier.

There are a number of problems with these arrangements leading to increased liability risks in OS&H, duty of care and liability claims/breaches:

- 1 A total lack of storage space
- Inadequate space for physiotherapy services to be carried out at a level of best practice. This means that the residents of Chittering are receiving a substandard service
- Inability for services to be provided at the most appropriate times because the clinic rooms are shared areas
- 4 Poor disabled access
- Total lack of professional appearance due to the amount of clutter as a result of inadequate storage space
- Lack of privacy when the waiting area is being used for groups and treatments. Both other staff and the public can move through this area at different times
- Lack of flexibility for the staff who can be left sitting in the waiting room if the clinic rooms are in use by other health professionals.
- 8 Lack of privacy for telephone consultation and conferences
- 9 Lack of sound proofing also leading to privacy issues.

As the level of use has now reached crisis point, it is imperative that a temporary solution is found while the planning and building of a purpose built centre is under way. This has been delayed too long and the demands being put on these areas are too great to wait for another 5 to 10 years while funding, planning and building of the new centre is undertaken. It is as a matter of some urgency that an interim solution is put in place.

Yours sincerely fudik of the

Judith L. Dennis

[Physiotherapist]

BINDOON MEDICAL CENTRE

Dr. Janet Hayward MBCLB FRACGP

PO Box 194
Bindoon WA 6502
Tel (08) 95761222 Fax; (08) 95760309

Fax

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0 9 DEC 2011

OFFICER GAEY JUSTINGS PILE AGES I 1776476

ATTACHMENTS

BINDOON MEDICAL CENTRE

21 Binda Place Bindoon WA 6502

ABN: 52147204528

5th December 2011

Mr Gary Tuffin

Chief Executive Officer

The Shire of Chittering

PO 80x 70

BINDOON WA 6502

Dear Sir

This letter is to advise you of our current position at The Bindoon Medical Centre-I have enclosed a Demographic summary of our patients which cover the areas of Bindoon, Chittering, Upper Chittering, Lower Chittering, Muchea, Mooliabeenee, Wannamal, New Norcia. We also "share" a number of patients from both Gingin and Bullsbrook.

At present our books have had to be closed to patients residing outside the Shire of Chittering in order to be fair to local residents who have a further distance to travel to see and have access to GP services.

Our current wait time for non-urgent appointments is 2 weeks.

Other medical centres in close proximity have similar waiting periods as Bindoon,

We are a single handed GP Practice (Dr Janet Hayward-who travels from the metropolitan area) operating 5 days per week-8.00amto 3.30pm employing 2 part time nurses,4 non-clinical staff and are continuing to secure placement of another GP.

All correspondence to: PO Box 194 Bindoon WA 6502

Phone: 08 95 \$6 1222 F

Fax: 08 9576 0309

Our main issue is the current premises which we have simply outgrown,

If we had larger/updated facilities we feel we would be more likely to attract another Doctor to the area and who would possibly live locally which would then provide after -hours care.

We would have space to employ full time Practice Nurses and/ or Nurse.

Practitioner to help provide continuity of care essential to improving health outcomes for rural patients and help prevent "burnout" of already overbooked both present and previous GP's.

We have a visiting Podiatrist, Chiropractor and Clinical Psychologist who share the same small and inadequate room on alternate days here but continue to visit Bindoon.

We would like to be able to accommodate room for a visiting Physician, Women's and Men's Wellness clinics but are limited due to space in the existing premises.

As you may be aware Chronic Disease Management is a highly demanding issue in rural areas due to its growing and ageing populations and puts pressure on the Public Health Systems and not to mention our St Johns Ambulance Volunteer Services who do a marvellous job considering they are all volunteers.

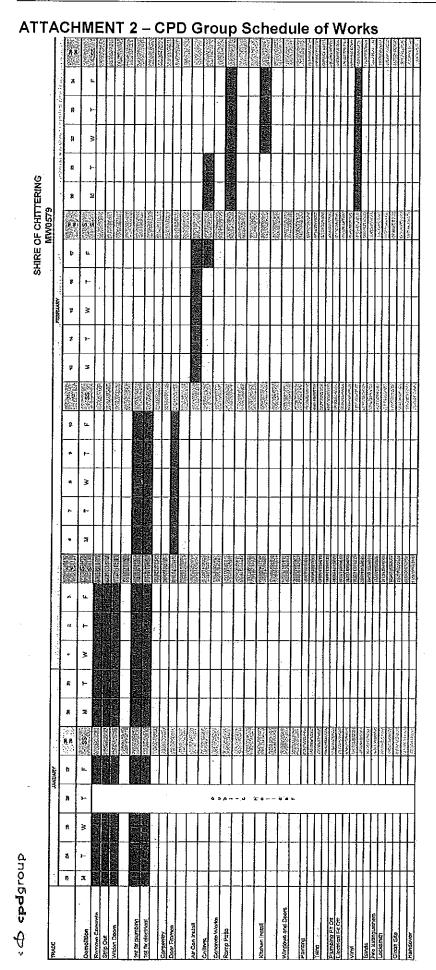
Should you require any further information from me please do not hesitate to contact me.

Yours faithfully

E. Chools

Elizabeth Choules

PRACTICE MANAGER



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Attachment 1 Item 10.2



UNCONFIRMED MINUTES "Without prejudice"

Minutes are provided on the strict understanding that all terms whether deemed expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council.

CHITTERING BUSHFIRE ADVISORY COMMITTEE **MEETING MINUTES**

TUESDAY. 14 FEBRUARY 2012

Council Chambers 6177 Great Northern Highway, Bindoon

> **COMMENCEMENT: 7:30PM** CLOSURE: 08:50PM

These minutes were confirmed at the meeting held on		
SIGNED THIS as a true record of proceedings.	DAY OF	
Disal		Presiding person at the meeting of Which the minutes were confirmed

Disclaimer

The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a council decision. No person should rely on the decisions made by council until formal advice of the council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the council meeting.

Agendas and minutes are available on the Shire's website www.chittering.wa.gov.au

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Item 10.2 Attachment ⁴



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

1. DECLARATION OF OPENING OF MEETING

The Presiding Member declared the meeting opened at 7:30pm

2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

2.1 Attendance

The following voting members were in attendance:
Hartley Read Presiding Member

Dennis Badcock Chief Bushfire Control Officer

Grea Cocking Deputy Chief Bushfire Control Officer (North)

Ian HollickLower Chittering BrigadeKim HaeuslerWannamal BrigadeDennis HarveyMuchea BrigadeFrank SchubertBindoon Brigade

Phillip Humphrey Upper Chittering Brigade Cr Doreen Mackie Shire of Chittering

Gary Tuffin CEO, Shire of Chittering

Jamie O'Neill Community Emergency Services Manager

The following non-voting members were in attendance:

Mike Teraci FESA Paul Musarri DEC

Will Lee Upper Chittering Robert Wainwright Upper Chittering Steve Browne Lower Chittering

Paul Groves Bindoon

Cr Barni Norton Shire of Chittering

Max Smith Wannamal Shane Smith Wannamal Gail Smith Wannamal

The following staff were also in attendance:

Karen Parker Manager Administration and Community Services /

Minute Secretary

2.2 Apologies

Mike Canalo DEC

Peter Hall Muchea Brigade
Paul Martin Muchea Brigade

2.3 Leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil

Item 10.2 Attachment ⁴



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

4. CONFIRMATION OF MINUTES

4.1 CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING HELD 13 DECEMBER 2011

OFFICER / COMMITTEE RECOMMENDATION
Moved Greg Cocking / Seconded Dennis Harvey

That the minutes of the Chittering Bush Fire Advisory Committee meeting held on 13 December 2011 be confirmed as a true and correct record of proceedings.

CARRIED 11/0

5. DEBRIEF WANNAMAL FIRE

The Chief Bushfire Control Officer was asked to start the de brief by providing his observations of the Wannamal Fire:

- Communications were appalling very worried about highband systems. The CESM confirmed there were issues with communication systems, in particular repeater breakdowns that need addressing. Mr Teraci said that there was a positive that other channels were available when each break down occurred. The change to an alternative channel was not always communicated to the fire ground.
- Incident Management Team was hollow in the CBFCO's opinion.
- Fuel organised early but still had not arrived some hours later.
- Incident control level lack of local knowledge.

The CBFCO asked if other members had comments to make:

- Hand over to FESA, no communication, causes antagonism;
- Use local knowledge more. Mr Teraci said that members need to put their hand up if they are willing to be involved in Incident Control. It is important from FESA's perspective to have that local knowledge as part of the IMT. Hard for volunteers as they generally want to fight the fire and hard to step back to be part of the IMT. BFAC Members to communicate with brigades to formulate a list of members interested in being part of the IMT and details are to be forwarded to Jamie O'Neill, CESM, who will maintain a register for future use.

Action:

Brigades, through their BFAC representative, are to provide details of Brigade Members who wish to volunteer as a member of an IMT to the CESM.

• Level 3 fire requires more support from FESA than actually provided.

Item 10.2 Attachment ⁴



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

- ABC radio broadcasts an issue as incorrect information provided. Mr Teraci advised that FESA Media is addressing this issue.
- Wannamal residents have written to FESA regarding the call to evacuate and other issues.
- FESA did a great job, heli-tankers excellent, great result with no loss of life, minimal loss of stock and other assets.
- CESM said that the issues discussed tonight were common across each brigade
 he has met with. The communication coverage problem hopefully is just teething
 problems and will be ironed out over the next few months.
- Red Trucks were also an issue raised by a number of members. The CESM
 advised that their main role is asset protection, ie to protect houses and sheds
 against ember attack. There is a lack of understanding what 'assets' are in a
 rural community and that farmers' crops, fences etc are classed as assets.
- Being a member of the Incident Management Team can be an intimidating experience. There is a strict agenda adhered to during the IMT meetings and local knowledge fits in under the Operations Team or Situation Officer.
- Getting a decision down the line was a problem. Example of a request to undertake a back burn was submitted, took 3 – 4 hours to get a response. Can FESA look at to speed the process. The back burn request was denied, but the area actually burnt out some time later, which proved more dangerous and hard to hold.

Gary Tuffin said:

- All local staff and equipment requests had been provided;
- The Shire office was manned until close to midnight on the Sunday night with staff answering the telephone and assisting FESA;
- Plant Operators lack of firefighting experience a serious concern for the Shire;
- Thanked all for everything they did. Better to go with overkill than have a disaster and to everyone's credit they managed to keep control of the fire and the potential for losses kept to a minimum.

Cr Mackie supported Gary's comments and went onto to ask if FESA can take on board that everything the farmers have on their property are important assets. Mr Teraci said unfortunately no, red trucks are deployed to protect houses and, as they do not carry large quantities of water, if they were putting out fires burning fence posts for example and a house was lost due to an ember attack, there would be serious consequences. The red trucks were deployed purely to protect the Wannamal townsite.

Mr Max Smith was asked to speak on his experience and expressed disappointment at the lack of support provided by the red trucks. He said that he was not involved in fighting the fire due to a health issue but did go to the Community Centre in Wannamal and when he saw the considerable number of trucks waiting there asked to speak to the officer in charge and requested that the trucks be deployed to assist at the Bindoon Moora Road.



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

Mr Smith said the officer advised that the red trucks were unable to assist and it was over three and a half hours before they moved.

6. ANNOUNCEMENTS BY THE CHIEF BUSHFIRE CONTROL OFFICER WITHOUT DISCUSSION

Dennis Badcock, CBFCO presented the following report:

After a relatively quiet period for the CFS, on or about the 20th January the northern sector of our Shire experienced a spate of multiple fires which appeared suspicious in nature. The most serious of these occurred on the 29th of January which required the resources of many to control and extinguish.

Many thanks to those from outside of the Shire that assisted with this incident and a very well done to our local crews and our local Shire personal who provided valuable help.

Further to those that assisted, special thanks to the crews that persisted with their patrols over the last few days of the incident prior to it being declared safe, as this is always a danger period when a fire can flare up and return to an uncontrolled incident.

It would be remiss of me not to mention the assistance and support that the local farmers and contractors offered at this incident as I am sure that there would have been far greater carnage without their efforts, hence I extend a sincere well done.

As to the possible cause of these fires, the Arson Squad are and have been making enquiries and we can only hope that their efforts might result in the reduction of suspicious fires in our patch.

On inspecting the latest Service Agreement between the Shire and FESA I have noticed that it appears that there are many outstanding fire reports that need to be lodged by brigades. Can the brigade delegate FCO's please encourage their teams to ensure that these reports are forwarded at their earliest?

A meeting has been scheduled for the 23rd of February with FESA Fleet Services onsite at Lower Chittering to discuss water monitor design issues and I will endeavour to keep all in the loop as to any outcomes.

The next VEAC meeting is scheduled for the 24th March 2012. Any agenda items for consideration by this committee need to be submitted prior to the 15th March, so please forward any items for the agenda to me prior to this date.



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY
COMMITTEE MEETING
TUESDAY, 14 FEBRUARY 2012

7. ANNOUNCEMENT BY THE FESA DISTRICT MANAGER NORTH COASTAL WITHOUT DISCUSSION

Mike Teraci presented the following report:

Shire of Chittering Bushfire Advisory Committee meeting report FESA District Manager North Coastal - Mike Teraci Tuesday 14th February 2012

- Thanks to all the volunteer members that attended and assisted with the Bindoon / Wannamal Fire as your commitment was certainly appreciated.
- Thanks also to Gary & Karen who made themselves available to open up the Council Offices and also attending the IMT meetings. It is great to have such a wonderful working relationship with Council Administration.
- I am always forwarding Brigade Circulars etc to Dennis & Jamie and believe
 they are forwarding them onto yourselves so pls make sure that you take the
 time to read them and bring yourselves up to speed with the latest information
 coming out of FESA.
- As you might be aware there is a major restructure happening within FESA and as such a number of people have been promoted and have changed positions. In regards to the North Metro Region the following changes have occurred to date;
 - Regional Director Eddy Brooks has gone into FESA house until May
 - Stuart Wade is Acting Regional Director during that time
 - District Manager West Coastal Brad Stringer has been promoted to Assistance Chief Operations Officer in Perth
 - o Garry Baxter is acting DM West Coastal until further notice
 - Alan Riley has moved into town and Craig Waters has been appointed District Manager Swan for at least the next 2 years
 - District Manager Darling Range Syd Bignell has moved to Northam and Gary Cochrane is acting in that position until further notice.
- No doubt there will still be more changes to occur as time goes on and I will try and keep you informed as best as I can.
- Thanks again for everyone's support and stay safe until next time we meet.

Item 10.2 Attachment ⁴



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

8. ANNOUNCEMENTS BY THE CHIEF EXECUTIVE OFFICER WITHOUT DISCUSSION

Garry Tuffin said that he did not have any more to add, except to say that he cannot thank everyone enough for their efforts at the fire. Excellent work with a very good outcome.

9. ANNOUNCEMENTS BY THE CHITTERING FIRE SERVICES TRAINING COORDINATOR WITHOUT DISCUSSION

As there had not been any training undertaken there was nothing to report from the Training Coordinator other than to encourage brigades to consult their training calendars and remind them that the March focus should be on heavy hose drills.

10. ANNOUNCEMENTS BY THE COMMUNITY EMERGENCY SERVICES MANAGER

Jamie O'Neill provided the following report:

- Caught up with most brigades now following the fire and encouraged all to stay focussed. Everyone did an excellent job so concentrate on what we can fix and not what is out of our control.
- Budget time, working on ESL submission. FESA has offered \$117,000 for the 2012/13 financial year but the Shire will be applying for an ESL Operating Grant of over \$145.000.
 - Any capital items brigades need to advise CESM;
 - GL Codes discussed. CESM proposed that they go back to eight line items only instead of eight line items per brigade. M Teraci advised that acquittal of the grant is by the single 8 line items. Members discussed at length and determined that they have confidence and trust in the way the CESM is undertaking the role and generally happy to revert back to the single eight line items. The CBFCO expressed concerns that brigades were not being consulted over this issue, as in previous years it proved to be a major concern.

Moved Dennis Harvey / seconded Ian Hollick

"That the BFAC endorse Jamie O'Neill's recommendation that the General Ledger Chart of Accounts for ESL Operating Expenditure be altered from 8 line items per brigade to 8 line items for the entire ESL Operating Account."

Carried 10/1

- M Teraci voiced his full support of the work Jamie O'Neill is doing.
- Reserve inspections commencing in March 2012.
- Permit books draft presented for members consideration. BFAC approved last year, so CESM will organise the printing of new books for this year.
- Local Law/Brigade Rules will be presented at the next BFAC meeting for endorsement along with Bushfire Policy before being presented to Council.

Action:

CESM to email the Bushfire Brigade Local Law and Bushfire Policy to all members for their consideration and response by 2 March 2012.



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

- Planning Policy 21 has been removed from Website and is currently being reviewed.
- Presented draft drawing of sign for gates and tanks.

12. ANNOUNCEMENTS BY DEC, SWAN COASTAL/PERTH HILLS

Paul Musarri, Fire Operations DEC, Perth Hills thanked Members for inviting him to attend the BFAC meeting and provided the following:

- Paul has been employed with DEC since 2003 and prior to that was a Volunteer for 26 years.
- DEC has undertaken a bit of fire break work the last couple of weeks, mainly in the Julimar Forest.
- Julimar Forest Fire 40 ha burnt, DEC received assistance from Toodyay as Chittering was already occupied.
- Future burns planned for Bindoon Army Range and Julimar. CESM requested that Paul advise when undertaking burns so Chittering can assist.
- Fire line Construction Course will be offered in near future and Paul will contact the Shire so that interested staff and contractors can attend.

12. BRIGADE REPORTS

12.1 Bindoon Brigade

Frank Schubert provided the following report:

 At the same time as the Wannamal and Julimar fires there was a pole fire on Stephens Road, controlled by Local Landowners.

12.2 Lower Chittering Brigade

lan Hollick said the only matter the brigade had to bring to Members attention was that the Brigade were meeting with FESA re the problem with the 3.4.

12.3 Muchea Brigade

Dennis Harvey provided the following:

- FESA forgot to call Muchea out to assist at the Wannamal fire;
- Call out to Tiwest, actually a huge dust cloud which was reported to DEC.

12.4 Upper Chittering Brigade

Phil Humphrey reported that they also had two false alarms.

12.5 Wannamal

Kim Haeusler said everything he had to raise has been covered in the de brief but added:

 Aerial attack on the fire, excellent, but volunteers may need educating in working with aerial fire fighting; Item 10.2 Attachment ⁴



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE MEETING TUESDAY, 14 FEBRUARY 2012

 Victoria Plains Restricted Burning Season commences on the 14th, did we need to extend the prohibited burning period. Discussed and members decided there was no need at this point in time.

13. ACTION LIST

13.1 Action list

Meeting Date	Brigade / Report title	Details of required action	Person responsible	Current status	Action completed
8/02/2011	Brigade Rules	MACS to email Brigade Rules to the CBFCO for circulation to all brigades. Brigades with need to provide advice on changes to the Rules to ensure the updated Rules are submitted with the Brigade Local law at the March 2011 Council meeting	CESM	Will be reviewed and presented to Council once the Bush Fire Policy and prevention Plan completed.	
8/02/2011	Bushfire Management	CEO to advise Hartley Read who will be completing the mapping part of the Bushfire Management document	CESM	CESM will manage process – M Zion undertaking the mapping.	

CEO advised that a review of the fire hazard reduction system is to be undertaken and a plan of attack introduced for next year.

14. GENERAL BUSINESS

14.1 Stickers for famers' vehicles

CESM advised that an introduction to the procedure will be advertised in the off season. Farmers wishing to use their vehicles at fires etc will need to come to the Shire office to register. Important for insurance reasons and identification purposes when roads are blocked.

14.2 Extended Prohibited Burning period

Liaise in couple of weeks between CESM, CBFCO and Deputies whether to extend or not.

14.3 Purchase order procedure

CESM advised that, in the case of an emergency vehicle operational issue he has no problems if brigades get the vehicle to where work is to be done and then contact him so he can organize the purchase order. If major work is done though, reminder that FESA approval is required for over expenditure.

15. CLOSURE

There being no further business the presiding member declared the meeting closed at 8:50pm.



UNCONFIRMED MINUTES"Without prejudice"

Minutes are provided on the strict understanding that all terms whether deemed expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council.

AUDIT COMMITTEE MINUTES

Wednesday, 15 February 2012

Council Chambers 6177 Great Northern Highway, Bindoon

> COMMENCEMENT: 4.35pm CLOSURE: 4.42pm

These minu	tes will be confirmed at the Ordinary Council meeting to be held on 21 March 2012
SIGNED	Person presiding at the meeting at which the minutes were confirmed
DATE	
	Disalaimar

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Chiltering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

Agendas and minutes are available on the Shire's website www.chittering.wa.gov.au

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MEMBERSHIP As at 19 October 2011

Members	Deputies
Shire President Cr Alex Douglas	-
Deputy Shire President Cr Robert Hawes	-
Cr Don Gibson	•
Cr Doreen Mackie	
Cr Barni Norton	
Cr Sandra Clarke	-
Cr Michelle Rossouw	-
	Chief Executive Officer
	Executive Manager Corporate Services

Quorum: 4 members



AUDIT COMMITTEE MINUTES WEDNESDAY, 15 FEBRUARY 2012

1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS

The Chief Executive Officer declared the meeting open at 4.35pm.

2. COMMITTEE TO ELECT PRESIDING PERSON

OFFICER RECOMMENDATION

The Committee members are to elect a member to act as presiding person until the next local government elections, which will be in October 2013.

COMMITTEE DECISION

Moved Cr Hawes / Seconded Cr Clarke

That Cr Douglas act as presiding person of the Audit Committee until the next local government elections which will be held in October 2013.

THE MOTION WAS PUT AND DECLARED CARRIED 7/0

4:35 PM

3. RECORD OF ATTENDANCE / APOLOGIES

3.1 Attendance

The following elected members were in attendance:

Cr Alex Douglas

Shire President (Presiding Person)

Cr Robert Hawes

Cr Don Gibson

Cr Barni Norton

Cr Sandra Clarke

Cr Doreen Mackie

Cr Michelle Rossouw

The following staff were in attendance:

Gary Tuffin

Chief Executive Officer

Jean Sutherland

Executive Manager Corporate Services

Natasha Mossman

Minute Secretary

3.2 Apologies

Nil

SYNERGY REF: 12/07/3;

Item 10.3 Attachment ^{*}



AUDIT COMMITTEE MINUTES WEDNESDAY, 15 FEBRUARY 2012

4. DISCLOSURE OF INTEREST

Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 Audit Committee minutes – 16 February 2011

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr Norton / Seconded Cr Mackie

That the minutes of the Audit Committee meeting held on Wednesday, 16 February 2011 be confirmed as a true and correct record of proceedings.

THE MOTION WAS PUT AND DECLARED CARRIED 7/0

36 PM

6. PURPOSE OF MEETING

6.1 Local Government Compliance Audit Return 2011*

Applicant

Shire of Chittering

File ref

04/02/0002

Prepared by

Jean Sutherland, Executive Manager Corporate Services

Supervised by

Gary Tuffin, Chief Executive Officer

Voting requirements

Simple majority

Documents tabled

Nil

Attachment

1. Completed Compliance Audit Return 2011 (9 pages)

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr Mackie / Seconded Cr Rossouw

That the Audit Committee <u>reviews</u> the Local Government Compliance Audit Return for the period 1 January 2011 to 31 December 2011 and present it to the February Council meeting for adoption.

THE MOTION WAS PUT AND DECLARED CARRIED 7/0

4:37 PM

Background

Each Local Government is to carry out a Compliance Audit for the period 1 January to 31 December against certain requirements included within a Compliance Audit Return (CAR) provided by the Department of Local Government.

The CAR, once completed, is to be presented to the Audit Committee and then a report is to be presented to Council for adoption of the return.

A copy of the completed CAR is attached (attachment 1).

Page 2



AUDIT COMMITTEE MINUTES WEDNESDAY, 15 FEBRUARY 2012

Consultation

Chief Executive Officer
Manager Administration and Community Services
Executive Support Officer

Statutory Environment

Local Government Act 1995 Section 7.13 Local Government (Audit) Regulations 1996

Regulation 14 Compliance audit return to be prepared

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3) A compliance audit return is to be—
 - (a) presented to council at a meeting of the council;
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted

Regulation 15 Completion of compliance audit

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with -
 - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
 - (b) any additional information explaining or qualifying the compliance audit, is to be submitted to the Director General by 31 March next following the period to which the return relates.

Policy Implications

Not applicable

Financial Implications

Not applicable

Strategic Implications

This item is consistent with "Outcome: Governance" of the Shire of Chittering's Strategic Plan 2010/11 - 2014/15 and Objective G9(i): "meet compliance deadlines and ensure all information is gathered in time".

Site Inspection

Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this report.

Social implications

There are no known significant social implications associated with this report.

Environmental implications

There are no known significant environmental implications associated with this report.



AUDIT COMMITTEE MINUTES WEDNESDAY, 15 FEBRUARY 2012

Comment

The CAR for the 2011 calendar year was completed by the Executive Manager Corporate Services in consultation and co-operation with other members of staff.

The areas of compliance covered by the 2011 CAR have been restricted to those considered high risk, resulting in a CAR that contains substantially fewer questions, reducing the size of this CAR from the previous 27 pages to 8 pages for 2011.

The areas of compliance for 2011 were:

Commercial Enterprise by Local Governments

No noted areas of non compliance.

Delegation of Power/Duty

It was noted that the delegations to committees were not recorded in a register of delegations. To correct this, the delegations to committee will be included in the Delegation Register after its review in May 2012.

Disclosure of Interest

No noted areas of non compliance.

Disposal of Property

No noted areas of non compliance.

Elections

No noted areas of non compliance.

Finance

No noted areas of non compliance.

Local Government Employees

SYNERGY REF: 12/07/3; 11228033

It was noted that Council did not formally approve the process to be used for the selection and appointment of the Chief Executive Officer before the position was advertised.

Official Conduct

It was noted that the Complaints Officer is not a designated senior employee as defined under s5.37. The Manager Administration and Community Services is the current complaints officer.

Tendering for Providing Goods and Services

It was noted that on one occasion, state-wide public notice was not given to invite tenders. This was due to Council policy causing confusion. The Purchasing Policy has since been amended to reflect the tender regulations.

It is recommended that the Audit Committee review the CAR and recommend to Council that the CAR be adopted by Council at the next Ordinary meeting of Council in February 2012.

Cr Hawes thanked the shire staff for their efforts in the Compliance Audit return.

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AUDIT COMMITTEE MINUTES WEDNESDAY, 15 FEBRUARY 2012

6.2 2011-2012 Budget Review to 31 December 2011*

Applicant

Shire of Chittering

File ref

12/03/4

Prepared by

Jean Sutherland, Executive Manager Corporate Services

Supervised by

Gary Tuffin, Chief Executive Officer

Voting requirements
Documents tabled

Absolute majority
Programme Schedules

Attachments

1. Statement of Financial Activity (32 pages)

2. Schedules (56 pages)

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Cr Gibson / Seconded Cr Mackie

That the Audit Committee <u>accept</u> the Budget Review as presented in the Statement of Financial Activity for the period 1 July 2011 to 31 December 2011 and present to the Ordinary Meeting of Council on 15 February 2012 for adoption.

THE MOTION WAS PUT AND DECLARED CARRIED 7/0 BY ABSOLUTE MAJORITY

4:42PM

Background

The Local Government (Financial Management) Regulations 1996, Regulation 33A (as amended) requires that local governments conduct a budget review for the period leading up to 31 December in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within thirty days of the adoption of the review.

A Statement of Financial Activity incorporating year to date budget variations and 30 June 2012 forecasts for the period ending 31 December 2011 is presented to the Audit Committee for their review.

Consultation

Chief Executive Officer
Executive Manager Technical Services
Executive Manager Development Services
Manager Administration and Community Services

The budget review document was presented to Council at a forum held on Wednesday, 1 February 2012. Questions and clarifications were sought by members and further adjustments were made to the document.

Statutory Environment

Local Government (Financial Management) Regulations 1996 (as amended)

Policy Implications

Not applicable

Financial Implications

Not applicable

Item 10.3 Attachment ^{*}



AUDIT COMMITTEE MINUTES WEDNESDAY, 15 FEBRUARY 2012

Strategic Implications
Not applicable

Site Inspection
Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this report.

Social implications

There are no known significant social implications associated with this report.

Environmental implications

There are no known significant environmental implications associated with this report.

Comment

The original budget review was undertaken by senior staff and further adjustments were made as a result of the Council forum held on 1 February 2012.

The variation report attached highlights all of the changes to the original budget. The following is a summary of the most significant variations for Council to consider:

1	Rate collection under budget due to audit requirement to take up rates paid in advance for 2011/2012 as 2010/2011 revenue and interim rates are less than anticipated
2	Inclusion of consultant expenses to undertake a Rating Review Strategy - \$12,000
3	With the introduction of the Integrated Planning Framework Council is required to develop numerous plans therefore consultant expenses have been included to undertake the Community Plan and the Asset Management Plan - \$16,000 and \$10,500 respectively
4	Inclusion of the development of a Crime Prevention Plan. Funding for this plan was received in previous years and the plan was not developed
5	Additional expenses for repairs to Unit 1 Staff Housing
6	Additional expenses for the Day Centre which has been offset by a transfer from the Public Buildings and Amenities Reserve
7	Purchase of two motor vehicles which are in urgent need of replacement. This expense is offset by a transfer from the Plant Reserve
8	Inclusion of the purchase of a water tank for Lower Chittering which is offset by a dry season grant
9	Additional expenses for Unit 3 Community Housing due to repairs required to unit after the tenant vacated. These expenses are offset by a transfer from the Community Housing Reserve
10	Additional expenses to complete the Bindoon Toilet Block which are offset by a transfer from the Public Buildings & Amenities Reserve

In the budget review document presented, Council will achieve a surplus Net Current Asset position of \$2,263, and the unrestricted cash position of \$29,901. It is to be noted that Council has established an overdraft facility of \$150,000 to assist with short term cash flow management if required.



AUDIT COMMITTEE MINUTES
WEDNESDAY, 15 FEBRUARY 2012

7. CLOSURE

The presiding member declared the meeting closed at 4.42pm



UNCONFIRMED MINUTES "Without prejudice"

Minutes are provided on the strict understanding that all terms whether deemed expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council.

CHITTERING MINING ADVISORY COMMITTEE MINUTES

MONDAY, 20 FEBRUARY 2012

Council Chambers 6177 Great Northern Highway, Bindoon

> COMMENCEMENT: 2.30pm CLOSURE: 4.17pm

These minutes will be	confirmed at the Chittering Mining Advisory Committee meeting to be held on 19 March 2012
SIGNED BY	Person presiding at the meeting the minutes were confirmed
DAY OF	
	Disclaiment

Disclaimer

The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

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Agendas and minutes are available on the Shire's website www.chittering.wa.gov.au

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MEMBERSHIP As at 19 October 2011

Members	Deputies
Shire President Cr Alex Douglas	Deputy Shire President Cr Robert Hawes
Chief Executive Officer	-
Landcare representative Rosanna Hindmarsh	
Community representatives • Derek Gascoine	
Claire Medhurst	
Terry JonesJackie Shervington	-
Ron RentonBob Blizard	

Quorum: 5 members



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

1. DECLARATION OF OPENING OF MEETING

The Presiding Member declared the meeting open at 2.34pm

2. ATTENDANCE / APOLOGIES

2.1 Attendance

The following members were in attendance:

Cr Alex Douglas

Shire President (Presiding Member)

Gary Tuffin

Chief Executive Officer

Derek Gascoine Bob Blizzard Community representative Community representative

Terry Jones

Community representative

Jackie Shervington

Community representative (left at 3.08pm)

Rosanna Hindmarsh

Landcare representative (arrived at 2.42pm)

The following deputy was in attendance:

Cr Robert Hawes

The following staff were in attendance:

Glenn Sargeson

Environmental Health Officer

Natasha Mossman

Minute Secretary

Azhar Awang

Executive Manager Development Services (arrived at 3.06pm, left at 3.23pm)

2.2 Apologies

Clair Medhurst

Community representative

3. DISCLOSURE OF INTEREST

3.1 Derek Gascoine – 7 Toy Road, Bindoon

Derek Gascoine declared a proximity interest in relation to 7 Toy Road, Bindoon due to him residing next door.



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

4. CONFIRMATION OF MINUTES

4.1 Chittering Mining Advisory Committee – Monday, 19 December 2011

OFFICER RECOMMENDATION / COMMITTEE DECISION

Moved Terry Jones / Seconded Bob Blizzard

That the minutes of the Chittering Mining Advisory Committee meeting held on Monday, 19 December 2011 be <u>confirmed</u> as a true and correct record of proceedings.

CARRIED UNANIMOUSLY

On 14 February 2012 Clair Medhurst provided the following additional comments: Item 6.2 - summary of discussion about dust issues from the 2 EILs on Bindoon Hill contains the following paragraph:

"The Chief Executive Officer advised that it was his understanding that a recent representation had been made to the Minister for Planning regarding non-compliance under section 211 and at the completion of the Minister's enquiry, no further action was recommended."

It should be noted that although the Minister for Planning declined to take any further action at this time his investigation established that there are issues of non-compliance with both quarries and that discussions had taken place with the Shire about addressing these issues. This fact was omitted from the Minutes although I thought it was mentioned (?).

The non-compliance includes things like the entire Pit 1 at 7 Toy Road and part of Pit 2 operating in locations that are not approved. Pit 1 has operated for over 5 years in this way — unmonitored and unnoticed by Shire despite residents' complaints; and the failure to lodge any annual reports on quarry operations for 6 years with the Shire, except in 1 year, which is a condition of approval. It is of concern that residents who have lodged complaints with the Shire in June/July 2011 about dust problems from non-compliance with approval conditions at these quarries have not received any response or communication from the Shire about the issue — Why?

It should also be noted that at a meeting between Dept of Planning, Clair Medhurst and Derek Gascoine on 2 December 2011, the Dept officers were extremely surprised to hear that there had been no contact by the Shire in response to residents' written and emailed complaints. It was made extremely clear to us that the Dept would be contacting the Shire immediately to find out what had been done to rectify non-compliance and find out why residents have not been notified in any way. It was also made clear that if the Shire didn't address these issues the referral under S211 would proceed.

Staff comment

Please refer to attachment 1 for letter from the Minister for Planning dated 11 October 2011. Further comment is provided in relation to the above statements:

The entire Pit 1 is not outside of the approved area in accordance with the approved plan (figure 1 dated November 2006). It is acknowledged and accepted by the applicant that the western portion of the area is outside of the approved area. Similarly with Pit 2 the applicant had been advised of the western portion of Pit 2 being outside of the approved area and works have been undertaken to prepare for the seeding back to pasture upon the first winter rain in 2012.



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

Mr Dwyer had stopped extracting outside of the approved area and was advised to recontour the site at 1:5 gradients and to undertake the rehabilitation in accordance with the management Plan. The applicant in his annual report has stated that the area for rehabilitation has been prepared and ready for seeding back to pasture in the first winter rain of 2012.

In reference to the reporting requirements the following comments are provided:

The Extractive Industry License was considered by Council in December 2005 which was refused by Council and was later reviewed by SAT which supported the application in September 2006. In February 2008 the applicant was issued with an Extractive Licence. In September 2009 the applicant provide his annual report for that year of operation. The Extractive licence expired in June 2010 and the applicant made application to extend the Extractive Industry License which was granted in September 2010 and since there was no activity undertaken no annual report was provided during that year. The applicant has since submitted his annual report in August 2011.

ACTION:

Minute Secretary to include a section on the agenda titled "Matters arising from previous minutes".

During the meeting the Shire President raised the item of the committee's Terms of Reference and that they refer to mining applications not Extractive Industry Licences. If the committee wants to discuss Extractive Industry Licenses, the Committee needs to have their Terms of Reference updated and endorsed by Council before they can be discussed and taken under the umbrella of this committee.

Derek Gascoine was under the impression that this committee was initiated to put together mining policy(s) that would go to council to be endorsed.

The Committee were instructed that any concerns in regard to staff comments or actions should be directed to the Chief Executive Officer, to deal with matters arising and not sent to all committee members.

The Shire President made reference to the current Terms of Reference for the committee. Furthermore that the issue of Extractive Industry Licenses is not included and that should the committee wish to investigate Extractive Industry License issues, a formal request to vary the Terms of Reference should be submitted to Council for consideration.

The Chief Executive Officer asked if the committee had any response to the staff comment provide above. Derek Gascoine made brief mention regarding the annual report that wasn't provided and suggested that as a current holder of an extractive license, he must submit a return regardless of the level of activity — nil return. There wasn't any further comment.

Rosanna Hindmarsh entered chambers at 2.42pm.

The Chief Executive Officer made mention that it would be beneficial to workshop the shire's Local Planning Policy #10 / local law.



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

Rosanna Hindmarsh questioned the matter of planning conditions being appealed and sent to SAT and what process is in place to advise interested parties of the SAT conditions/recommendations. The Shire President advised that when the shire places development approval conditions, if the matter is sent to SAT on appeal the conditions are reviewed; and may be amended, removed or additional conditions added. One issue was the buffer zone. Rosanna made mention that any alterations to the shire's conditions that are made by SAT are not being relayed to Chittering Landcare. The Chief Executive Officer advised the committee that the Shire's Executive Manager Development Services is currently implementing a list of SAT listings. This matter will be further discussed with the Executive Manager Development Services.

Cr Hawes's made mention that it would be beneficial if Extractive Industry License holders could be self-regulated. It would be a huge quantum leap forward if they could. Currently they get away with non-reporting due to no activity. The Shire President stated that an annual report is an annual report, even if they haven't done anything, and that they should still submit an annual report.

The matter of the Committee's Terms of Reference was raised again and the Chief Executive Officer read aloud the committee's objectives contained in the Terms of Reference to the Committee:

- To advise Council on all matters concerning mining applications pertaining to the Shire of Chittering in a neutral format.
- To facilitate community consultation while at all times providing an impartial forum for all interested parties.
- To advise Council on mining applications with special reference to the prohibition on "Industry Mining" contained within Town Planning Scheme 6.
- To facilitate community consultation on all pertinent matters while providing an impartial forum for all interested parties.

The Shire President again informed the committee that the current discussion is outside the Committees Terms of Reference.

The Executive Manager Development Services entered chambers at 3.06pm.

Jackie Shervington apologised and informed the committee that she had another engagement and left the meeting at 3.08pm.

The Chief Executive Officer addressed the committees concerns to the Executive Manager Development Services regarding the Toy Road Extractive Industry Licence, and asked what happened there. The Executive Manager Development Services addressed the committee and briefed the committee on the Toy Road application.

Cr Hawes asked the Executive Manager Development Services what is the current procedure on SAT and results of deliberations. What information goes to staff / council? The Chief Executive Officer informed the committee that it is a public document that is available via the State Administrative Tribunal's website.

Rosanna advised that Chittering Landcare doesn't know when the matter(s) have gone to SAT as they have not been informed. Maybe Chittering Landcare should be informed of



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

when items have gone to SAT and then they could locate the information themselves once they know the dates.

The Shire President asked the Executive Manager Development Services how easy it would be to put together information/history on all three Extractive Industry Licenses in dot points. Derek Gascoine stated that it was his objective to get extractive licences self regulated. A table that showed the Extractive Industry Licenses milestones would be helpful to understand the process. Chief Executive Officer spoke on creating a case study of 7 Toy Road and then once that is dealt with, possibly look at the other two. Shire President agreed that a single case study would be beneficial to the committee. Stephen Road is now no longer operational.

Executive Manager Development Services advised that requirements are an issue to the shire. Ongoing issues can be addressed there and then.

The Executive Manager Development Services left the meeting at 3.23pm

5. ITEMS OF BUSINESS

5.1 BAJV referral document dated August 2010

Clair Medhurst provided the following report to the committee:

CMAC members have not been notified of the reason this item has been placed on the agenda so I have assumed that it is for general discussion.

As we know the document is over 18 months old. Since that document was issued I would comment that:

- Many mining industry experts have observed that the document does not contain a mining proposal and is deficient in providing any description of a mining project that meets mining industry standards. It provides vague and inaccurate information and withholds a great deal of key information that residents are entitled to receive in order to make meaningful comment. The document contains a mining 'concept' which is technically unresolved and full of meaningless motherhood statements.
- There have been two attempts by BRL at community consultation, the first by Catalyst in August/September 2010 and the second by Sinclair Nayton in February 2011. In both cases residents overwhelmingly rejected the concept of bauxite mining in Chittering for many specific reasons. BRL has failed to publish or disclose the results of this consultation as promised.
- In the lead up to the February 2011 consultations BRL issued further documents to Chittering residents seeking "feedback" on the proposal. R4RM documented details of residents' feedback and experiences at all of the consultation meetings. A report called R4RM Workshop Feedback Report dated 24.3.2011 is available on R4RM's website it records quotes from Chittering residents, and highlights some of the technical misinformation and deficiencies exposed by experienced mining professionals such as BRL's estimate of water consumption at 150ML per year being shown to be fiction.



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

- BRL has failed to lodge the Scoping Document describing its plans for environmental testing, as it has promised to do repeatedly. In the meantime it appears to be conducting a series of random tests in undisclosed locations.
- The mining proposal is now being managed by Bauxite Alumina Joint Ventures (BAJV) controlled by Chinese government-owned entities.
- If BAJV is conducting dust monitoring near Bindoon Hill as we believe they may be, note that the uncontrolled, unmonitored quarries on the top of Bindoon Hill will contribute to the "skewing" of monitoring results in relation to dust to the direct detriment and prejudice of residents' interests. This reinforces the importance of the Shire taking seriously its obligations to strictly apply TPS6, planning policies and licence conditions to protect residents' amenity. In this regard it is remarkable that the Shire's chief planning officer was happy to let a 100,000 tonne stockpile of gravel and fine dust be mined in the "trial" of an iron ore mining machine at the Dewar's Pool Road quarry on Bindoon Hill between July and September 2011, without approval of the equipment and without a Works Approval from DEC. The 100,000 tonne stockpile remains in situ during very high winds whilst BAJV's dust monitoring is ongoing. Was the Shire planning officer perhaps unaware that a Public Environmental Review is currently being conducted?

Staff comment

The Shire's Environmental Health Officer advises that the BAJV EPA Referral was sent through to the Shire on 21 December 2011. Following contact with Bauxite Alumina Joint Venture the document became available to interested parties on 11 January 2012.

The Shire's Environmental Health Officer addressed the Committee on Extractive Industries Licenses. He undertook researching the said document and could not locate a copy on the Shire's internal file system nor a copy of the EPA website. BAJV were contacted and a copy requested. The document was forthcoming after the request was lodged. If the Environmental Health Officer had so much drama locating a copy did others have issues locating the document? This document was brought to the committee as an information item only for the members to peruse. Most of the content is probably "old hat" considering the time frame.

The Chief Executive Officer advised that more information will be provided at item 5.3.

Derek Gascoine recommended reiterating that an environmental consultant should be brought on board. It would be good if the Shire could get someone who is retained who the Environmental Health Officer can ring for assistance. Would that be some assistance to the Shire? The Shire President advised that there should be some reference in the system. Shire President is quite happy to put a recommendation to council.

COMMITTEE RECOMMENDATION

Moved Derek Gascoine / seconded Terry Jones

That Council <u>authorise</u> the Chief Executive Officer investigate the costing of having an independent Environmental Consultant contracted to the Shire on mining applications.

CARRIED UNANIMOUSLY



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

The Chief Executive Officer requested that Derek Gascoine forward what information he has on environmental consultants. This information will be used in the report to Council.

5.2 Meetings with Federal Government members

The Chief Executive Officer provided the following report on meetings with:

- Hon Judi Moylan MP (Federal Member for Pearce) held on 31 January 2012
- Hon Grant Woodhams, Nationals WA (Member for Moore) held on 3 February 2012

The Chief Executive Officer advised the committee, that at these meetings with the political members, he briefed them on where the process was to date. There wasn't a great deal of feedback. Hon Woodhams did advise that the Nationals would give their support "in principal". Hon Woodhams also advised that it would be undesirable to have something like that in Chittering.

Terry Jones asked if either the Hon Judi Moylan or Hon Grant Woodhams indicated that they would support that Chittering do not want mining. The Chief Executive Officer stated that Hon Woodhams did indicate that he was opposed to mining in our shire.

5.3 Meeting with Bauxite Alumina Joint Venture

Cr Douglas provided the following report on the meeting with representatives from Bauxite Alumina Joint Venture held on 9 February 2012:

At our meeting with the BAJV representatives they informed the Shire that the whole process of has gone into reverse simply because they have decided to reassess their options to transporting to Kwinana. They mentioned the concept of transporting via rail. This will move the opposition of the heavy transport to notable problems on the highway. They felt that at this stage (not very concise) that it could take up to the rest of this year before they actually make their submission.

The Chief Executive Officer advised that BAJV had advised that they were undertaking further studies, i.e. dust monitoring, which is attached to a weather station. The Chief Executive Officer further advised that BAJV did state that they had submitted a draft report to Chittering Landcare for comment.

ACTION

The CEO to contact WALGA about environmental grant funding availability.

Cr Hawes stated that the timetable for BAJV to complete their submission, which then has to go out for public comment; and then will need to be processed and deliberated on. The final document will say "yey" or "nay"; and this is at least two years away from completion.



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

6. GENERAL BUSINESS

6.1 Meeting with Derek Gascoine – 9 February 2012

Derek Gascoine met with the Chief Executive Officer and raised some issues in relation to extractive industries. The Shire's Environmental Health Officer will respond to these issues at the Committee meeting.

The Principal Environmental Health Officer spoke on the three Extractive Industry Licenses (Toy Road, Stephens Road and Dewars Pool Road) in response to questions raised by Derek Gascoine at the meeting with the Chief Executive Officer on 9 February 2012:

- 1) Toy Road (commenced 2006) last year excavated 30,000tonnes with depths up to 4m in 2 pit locations. Area of excavation designated on Extractive Industry License plan. No excavation below 4meters as per Extractive Industry License.
- 2) Stephens Road (BAJV trial pit) Annual report stated that the average excavation depth was 3.5meters. The operation was conducted over six months between July 2009 and January 2010, which produced 128,655 tonnes during this period. The excavation area is marked on the Extractive Industry License approval plan.
- 3) Dewars Pool Road (Catalano) excavated 70,000tonnes as of this year which is stockpiled on site. Excavation approval was to a depth of 2meters. Two pit areas have been designated on the Extractive Industry License approval plan. They haven't removed any material from site in the past year.

Derek Gascoine raised concerns on rules for tonnage and area.

6.2 Complaints regarding dust problems – June/July 2011

Clair Medhurst contacted the Shire on 14 January 2012 and raised concerns about residents who have lodged complaints with the Shire in June/July 2011 and have not received any response.

Staff comment

The Executive Support Officer has researched the Shire's correspondence as listed below:

17 February 2011 Letter received from Brampton Pty Ltd

RE: dust complaint at Lot 7 Toy Road

7 June 2011 Letter received from D Gascoine

RE: complaint regarding various items including dust at Lot 7

Toy Road

15 June 2011 Email received from R Millsteed (Brampton Pty Ltd)

RE: Dust complaint Lot 7 Toy Road

16 June 2011 Letter sent to J Dwyer (Owner Lot 7 Toy Road)

RE: request to minimise dust



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

28 June 2011	Letter sent to J Dwyer (Owner Lot 7 Toy Road) RE: Various requests including dust management
13 July 2011	Letter received from D Gascoine RE: Letter sent on 7 June 2011 was acknowledged although nothing further has been received from the shire.
20 July 2011	Email sent to D Gascoine RE: The shire is waiting for appropriate action to be taken from the Department of Planning and is taking his complaint seriously.
21 July 2011	Letter sent to D Gascoine RE: response to complaints received 7 June 2011
8 August 2011	Letter received from D Gascoine RE: response to Shire letter sent 21 July 2011
15 August 2011	Letter sent to D Gascoine RE: Response to letter received from D Gascoine 8 August 2011

The Shire President stated that this list was included as requested by Clair Medhurst.

Terry Jones questioned if this was a comprehensive list of complaints. The Chief Executive Officer responded in the affirmative. Ms Medhurst only requested the specific period June/July 2011.

Terry Jones further questioned the Environmental Health Officer on monitoring of dust? The Environmental Health Officer advised that he goes down from time-to-time. The visits are impromptu and that they occur when other issues are also raised. Complaints are responded to as soon as possible. The Chief Executive Officer advised that the Senior Planner has been onsite a number of times recently in response to complaints. The Shire does not have monitoring equipment there 24hrs.

The Shire President advised the committee members that if any reports need to go to the committee then members should email the Chief Executive Officer accordingly. This will ensure that the items are on the appropriate agendas.

7. NEXT MEETING

The Chittering Mining Advisory Committee to discuss and possibly make arrangements for the next committee meeting.

The next meeting of the Chittering Mining Advisory Committee will be at 2.30pm on Monday, 19 March 2012 in the Council Chambers.



CHITTERING MINING ADVISORY COMMITTEE MINUTES MONDAY 20 FEBRUARY 2012

8. CLOSURE

The Presiding Person declared the meeting closed at 4.17pm.



CHITTERING MINING ADVISORY COMMITTEE MINUTES **MONDAY 20 FEBRUARY 2012**

Attachment 1 - Letter from Minister for Planning re Lot 7 Toy Road, Bindoon



Minister for Planning; Culture & the Arts Government of Western Australia

Our Ref:

33-13830 AA:A1289

Your Ref:

Mr Harry Hawkins Chief Executive Officer Shire of Chittering PO Box 70, Great Northern Highway BINDOON WA 6502

Dear Mr Hawkins

REPRESENTATION UNDER SECTION 211 OF THE PLANNING DEVELOPMENT ACT 2005 - EXTRACTIVE INDUSTRY AT LOT 7 TOY ROAD, BINDOON

Thank you for your letter dated 2 September 2011 regarding the above matter. I appreciate the information supplied and the efforts the Shire of Chittering has made to ensure compliance with the conditions of approval.

I have determined not to take any action in response to the representation made by Residents for Responsible Mining under section 211 (2) of the Planning and Development Act 2005.

As you will appreciate, the matter of extractive industries is sensitive in your Shire, and I would appreciate your efforts to ensure that operators are the subject of ongoing monitoring and compliance to address the identified matters of non-compliance, and to avoid this type of scenario in future.

While I understand this is a difficult situation, I appreciate the time and resources the Shire has dedicated to resolving this matter. If you would like to discuss this further, please do not hesitate to contact Cath Meaghan at the Department of Planning (tel: 6551 9362).

Yours sincerely

JOHN DAY

MINISTER FOR PLANNING; CULTURE AND THE ARTS: SCIENCE AND INNOVATION

1 1 OCT 2011

SHIRE OF CHITTERING RECEIVED

13 OCT 2011/

OFFICER AZHIR & BRENDAN FILE 18 108 1000 2.1 19128 REF 11124 7 13

13th Floor, 2 Havelock Street, West Perth, Western Australia 6005 Telephone: +61 8 9213 6600 Facsimile: +61 8 9213 6601 Email: Minister, Day@dpc.wa.gov.au



UNCONFIRMED MINUTES"Without prejudice"

Minutes are provided on the strict understanding that all terms whether deemed expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council.

MINUTES OF THE AUSTRALIA DAY ADVISORY COMMITTEE MEETING

TUESDAY, 6 MARCH 2012

Council Chambers 6177 Great Northern Highway Bindoon WA 6502

COMMENCEMENT: 1.06pm CLOSURE: 2.28pm

DATE	
SIGNED BY	Person presiding at the meeting at which the minutes were confirmed
	,
	vill be confirmed at the next Australia Day Advisory Committee meeting scheduled esday, 5 June 2012

Disclaimer

The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (section 5.25(e)) establish procedures for revocation or recision of a council decision. No person should rely on the decisions made by council until formal advice of the council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the council meeting.

Agendas and minutes are available on the Shire's website www.chittering.wa.gov.au

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MEMBERSHIP As at 19 October 2011

Members	Deputies
Shire President	Cr Barni Norton
Cr Alex Douglas	
Wannamal Community Centre	-
representative	
Ruth Loudon	
Chittering Valley Progress Association	-
representative	
Sarah Lee	
Bindoon Community Progress	-
Association representative	
Gloria Gaston	
Upper Chittering community	-
representative	
Sharon Redmond	
Muchea community member	-
Manager Administration and Community Services	-

Quorum: 4 members



1. DECLARATION OF OPENING OF MEETING

Cr Alex Douglas declared the meeting open at 1.06pm

2. ATTENDANCE / APOLOGIES

2.1 Attendance

The following members were in attendance:
Cr Alex Douglas Presiding Person

Sharon Redmond Upper Chittering community representative

Gloria Gaston Bindoon Community Progress Association representative

Ruth Loudon Wannamal Community Centre representative

The following deputy was in attendance:

Cr Barni Norton

The following staff were in attendance:

Karen Parker Manager Administration and Community Services

Natasha Mossman Minute Secretary

There were no members of the general public in attendance

2.2 Apologies

Nil

3. DISCLOSURE OF INTEREST

Nil

4. PUBLIC QUESTION TIME

Nil



5. CONFIRMATION OF MINUTES

5.1 Minutes of the Australia Day Advisory Committee – 5 December 2011

OFFICER RECOMMENDATION /

Moved Ruth Loudon / Seconded Cr Alex Douglas

That the minutes of the Australia Day Advisory Committee meeting held on Monday, 5 December 2011 be <u>confirmed</u> as a true and correct record of proceedings noting the following correction:

Page 4 add the words "NONIE TRAINOR" to the committee recommendation as joint winner of the 2012 Australia Day Active Citizenship Award for a person under 25yrs.

CARRIED UNANIMOUSLY

The Manager Administration and Community Services addressed the meeting in relation to the Shire awarding two recipients as winners for the person under 25 years category. The Australia Day Council WA has confirmed that two recipients can be awarded in the one category.

6. PURPOSE OF MEETING

6.1 Shire of Chittering Australia Day Award Presentation evening

The Committee to discuss the award presentation evening that was held on Monday, 23 January 2012 in the Bindoon Town Hall.

The Wannamal Community Centre has provided the following information for the advisory committee's information:

The management committee of the Wannamal Community Centre would like to comment on the Australia Day Awards evening.

The idea to host a whole of shire awards evening prior to Australia Day was a positive move; this was endorsed by the number of people attending the event.

Congratulations on the exciting invitation and well presented program for the event. The recognition of couples who serve our community was also a fabulous incentive.

We would like to offer some suggestions to further enhance the event:

• A venue decorated in the theme certainly makes a lasting impression. Whether it is children's art work, flags or floral decorations it makes you feel welcome, it is a positive talking point and creates atmosphere.



- An inspiring, vibrant, enthusiastic MC, who uses the microphone, and is aware that many older people have hearing issues. Luckily the program was of such a high standard, that those who could not hear were able to read what was going on.
- The MC should be a different person to that presenting the awards. The presenter needs to allow time for photographs to be taken with the nominees or nominees, being offered the opportunity to speak.
- Drinks and food. With the amount of people attending, serving the food or access from both sides would have been far more user friendly. We believe people were expecting more food. The variety and amount of food needs to be addressed as many people will judge the shire on one sausage roll or one party pie. Drinks, if only serving tea, coffee and cordial, should have been stated on the invitation. Guests were expecting a glass of wine or cool drink
- A system in place to make sure the awards are presented to the correct person
- What was happening on Australia Day at each community should have been advertised, giving each community 2 minutes to promote their function
- There are other Community Awards presented during the year, such as the Educational Scholarship. What a wonderful forum using the Australia Awards to present and acknowledge the recipients

While we understand the committee may have time and money restraints, there are no reasons why other committees, communities could not assist on the day. The CWA do an amazing job coordinating the food for the Anzac Day Service, so why can't the Australia Day Awards be put in the same category. To start the ball rolling, the Wannamal Community Centre is offering to decorate the hall for the 2013 Awards. This may inspire other groups to follow.

It was a great idea that needs a little more sparkle, so let's all work together to make a brilliant event.

Annette Howard President Wannamal Community Centre February 7 2012

Members accepted the comments from the Wannamal Community Centre.

6.2 Shire of Chittering Australia Day Awards – future years

Cr Douglas addressed the meeting and raised the question "Do we want to hold a separate event on a different day or do we return to the day on one major event on Australia Day?"

The Minute Secretary read aloud the following email to the committee:

I would just like to pass on my personal view on the proceedings of Australia Day. I don't direct this comment to this particular years event, but to the progressive less communal proceedings over the past few years. I am a long term resident of the shire and have been extensively involved with many community organisations over the years, as has my wife. I think it would be generally recognized that Australia Day proceedings are first and foremost a government led event and for our community the Shire of Chittering's responsibility. The event should be held at or in the Shire's administrative centre with all locations gathering together and by this I mean Bindoon (Clune Park). Alternatively the event could be held on a rotation basis through the other locations namely Wannamal, Lower Chittering and Muchea. I was disappointed this year that the announcement of the Australia Day individual



awards was held as a separate function in the hall, with no notification given to the community. It think that this was a very poor decision as the recipients deserve the acknowledgement of the full community. I have spoken to many other people in the Shire and they echo my thoughts that Australia Day deserves a more prominent focus as a community event. Could I please request that Council investigates a more practical and communal process for conducting the Australia Day ceremonies. Bruce and Jenny Wharton

Sharon Redmond agreed with the comments.

The Manager Administration and Community Services addressed the meeting and advised that the venue (Bindoon Hall) was chosen due to budget restrictions.

Ruth Loudon stated that the Shire's event should be at Clune Park with the other communities having their own individual events on the day.

Cr Douglas said that the event cannot be put on during the day at Clune Park, as it would be during the hottest part of a summer's day; and to have at other times it would clash with other community events.

Cr Norton advised that Lower Chittering are happy with their event and that they do not want to change times.

Cr Douglas advised that volunteers were awarded at the Council's event in Bindoon in past years and the Shire liaised with the progress associations for their assistance.

At this year's Shire presentation night there were some hiccups which have been resolved.

Cr Norton addressed the meeting and commented on the Shire's event, and even though the ceremony was poorly advertised it was extremely well attended. Future events can have more "pomp and ceremony", including decorations, speeches, etc.

Cr Douglas addressed each area having funding for their own events and suggested three options:

Option 1: Would the Shire be better to go back to the Shire's budget being allocated entirely to the Shire's event

Option 2: Divvy the money to make it go further

Option 3: Persuade the shire to allocate more money

Could the Shire create a community grant like system where community groups who want to hold an event on Australia Day apply to the Shire for funding.

Cr Norton asked what the Shire's budget was and how much the Shire's event cost? Cr Norton was advised that the events refreshments were in the region of \$200; other costs like advertising, printing are not included in this amount. The Shire's budget for Australia Day is \$5,000 which includes \$4,000 for the four localities.

There was general discussion on the types of events in the shire.



AUSTRALIA DAY ADVISORY COMMITTEE MINUTES TUESDAY, 6 MARCH 2012

Ruth Loudon suggested that each community group be allocated \$500 towards their events and the remainder of the budget goes towards the Shire's event.

Cr Douglas suggested that the Shire's budget allocation in the budget be increased to \$6,000 and agreed with Ruth Loudon that each community group be allocated \$500 towards their events. This allows more money to have a bigger and better [and classer] event for the Shire.

Gloria Gaston stated that having a "special" event at the hall and if the community groups still want to do their own they should contact the Shire.

Community groups need to notify the Shire before the closure date to guarantee funding from the Shire.

There was more discussion on the shires events.

Cr Norton discussed the issues raised by Mr and Mrs Wharton in their email and that the Committee in previous years had discussed having the Shire's event done on a rotational basis around the major localities. Lower Chittering and Wannamal have held their events over a number of years and were unlikely to attend an event in Bindoon. The events held in 2011 were ones where the recipients of the awards were awarded in their locality and the Australia Day Citizen was not announced until late in the day at the Muchea event. This caused confusion for people attending functions at the other localities did not know who the winner was as the winner could not be disclosed prior to the presentation of the certificate. The decision to have the Council event as a separate event to the community groups / associations was made to ensure that the winners were all announced and awards presented and that everyone knew the result prior to the Australia Day events taking place.

The Committee agreed that a similar format to this year's event be the type of event for next year; with community groups being allocated funding for their events provided they provide a written application including a brief summary of the event and associated costs.

Members discussed the venue location for next year's Shire function, ie Bindoon Hall or outdoor area? The Manager Administration and Community Services advised the Committee that Wannamal Community Centre have offered to decorate the hall for Shire's event for 2013 if the hall is the preferred location. Members felt the Shire's event should be a formal event with the operator of the PA being booked to ensure availability to set up the equipment. There is also a need to ensure the opportunity for photographs of presentations for family and media. Food suggestion would be sandwiches, party pies, sausage rolls with cool drinks, fruit juices and cups of tea/coffee. It was also suggested to see if a community group would be interested in catering for the event.

The Committee also agreed that the Shire's event needs to be advertised as an "Alcohol Free Event" to ensure that people do not turn up with alcohol.

It was also suggested event organisers recognize their own community volunteers at their own community events.

There was discussion on having Australian Citizenship's incorporated on the Australia Day event with the shire. The Minute Secretary advised the Committee that this has always been possible, but is dependent on having notifications from the Department of



AUSTRALIA DAY ADVISORY COMMITTEE MINUTES TUESDAY, 6 MARCH 2012

Immigration and Citizenship. Cr Norton suggested that the Shire could place advertisements in the local paper informing people who are thinking of becoming Australian citizens that it can be done at the Shire's Australia Day event.

The Committee agreed that:

- the Bindoon Hall be used for the Shire's event
- the event for 2013 be held on Thursday, 24 January
- that presentations commence at 7pm with supper afterwards
- that a community group from each of the four locations (Wannamal, Bindoon, Muchea and Lower Chittering) receive a contribution of \$500 towards their event provided the group submit a letter advising of their event details (short description, i.e. breakfast, brunch, bbq). A closing date for applications will be advertised and strictly adhered to. Should an application/s not be received from each location the remaining funds will be shared with between the nominated events.
- that the details of nominations and winners of the Australia Day Awards are to be read at each event
- that all the certificates be framed not just the winners.

The Committee discussed that the awards should also incorporate the Education Scholarship Awards.

There was discussion on the naming of the awards. Ruth Louden said she liked the Shire of Brookton's application forms as there is a lot more room for the nominees to write down.

ACTION

The Committee requested that the Executive Support Officer:

- 1. contact the Australia Day Council and find out if two recipients can be awarded in the Community Group / Event category.
- 2. include details of the 2013 event in the Shire's Chatter@Chittering page in the Northern Valley News for April 2012.

7. GENERAL BUSINESS

7.1 Australia Day events held throughout the Shire in 2012

The Committee members have been provided information from the three community events that were held throughout the Shire for Australia Day 2012.

Attachment 2 Wannamal Community Centre

Attachment 3 Bindoon Community Progress Association Inc

Attachment 4 Chittering Valley Progress and Sporting Association Inc



AUSTRALIA DAY ADVISORY COMMITTEE MINUTES TUESDAY, 6 MARCH 2012

The reimbursements to the community groups are currently in the system and will be forwarded to the groups as soon as possible. All community groups are going to be fully reimbursed for their expenses.

8. **NEXT MEETING**

The Committee to make necessary arrangements for the next meeting.

The Committee's next meeting will be held on Tuesday, 5 June 2012.

9. CLOSURE

Cr Alex Douglas declared the meeting closed at 2.28pm

ATTACHMENT 1 – Australia Day Awards from other local governments



SHIRE OF QUAIRADING CITIZENSHIP AWARD

NOMINATION FORM

NOMINEE MUST BE A RESIDENT OF THE QUAIRADING DISTRICT

background information and supporting evidence for the nomination (use sheet overleaf). Nominated by Name of Organisation / Club
Nominated by Name of Organisation / Club
(use sheet overleaf). Nominated by Name of Organisation / Club
1. 이렇는 것이다. 아를 다른 아름이에 하면 하면 다른 아름다면 이번 그를 보고 있다.
Name of Organisation / Club
Name of Organisation / Club Name of Representative
Name of Panragantativa
Name of Kepresentative
Title / Position
Address
Contact Details
Signature of person making this nomination

TACHMENTS		

ATTACHMENTS



Nomination Form

Australia Day Citizen Award

The awards are provided by the National Australia Day Council and are administered by Local Government Authorities throughout Australia on behalf of the Council.

Persons who have made a significant contribution during the current year and/or given outstanding service to the community over a number of years shall by eligible. This award is designed to acknowledge persons who have contributed to their community over and above ones normal community spirit.

AUSTRALIA DAY CITIZEN AWARD

To be eligible the person must be 27 years or older on 26 January next.

DETAILS	OF PERSON BEING N	OMINATED.	
SURNAME	FIRST NAME		
PRIVATE ADDRESS	DATE OF BIR	тн	
	AGE		
OCCUPATION	PH:	BUS:	
CONTRIBUTION/S TO THE	COMMUNITY FOR WHICH T	HE PERSON IS NOMINATED	
(please include duration	& years i.e. 1980 – 1985 appli	cable to each contribution)	
11			
41.0==-			
18 =			

Item 10.5

OTHER CONTRIBUTIONS/ACHIEVEMENTS
ADDITIONAL MATERIAL MAY BE ATTACHED IF DESIRED
PAST AND PRESENT MEMBERSHIP OF COMMUNITY/SPORTING/PROFESSIONAL BODIES ETC
(please include office bearing positions held - if applicable)
(hieran morane arrest resum 2 hearman moral mark morane)

ATTACHMENTS

ANY OTHER RELEVANT BACKGROUND DETAILS		

Other persons that may be contacted for further information about nominee:

NAME

POSITION

ADDRESS

TELEPHONE

NAME

POSITION

ADDRESS

TELEPHONE

To be completed by the person submitting nomination:

MR/MRS/MISS

ADDRESS

ORGANISATION REPRESENTED (IF ANY)

TELEPHONE

PLEASE RETURN NOMINATION FORM TO THE SHIRE ADMINISTRATION OFFICE 14 WHITE STREET or PO BOX 42 BROOKTON WA 6306

AUSTRALIA DAY AWARDS CRITERIA

CITIZEN AWARD

Persons eligible for this award must be over the age of 27 years.

- This award is designed for persons whom have given considerable amounts of time to community based groups/clubs and organisations over many dedicated years.
- Persons who have made significant contributions through office bearing positions, coordinating events, steering committees for the sole purpose of improving the Brookton community.
- Other criteria for this award are excels in their field, gives back to the Brookton community, deserves recognition, is a role model, leader in community organisations, unsung hero, active citizen, mentors young people of the community.

COMMUNITY SERVICE AWARDS

This Award is available to young and old and is designed to acknowledge individuals whom have provided service and served the sporting bodies, community organisations, church groups and other clubs within the Brookton community.

- The award may be presented to a person who has provided a long duration of service to one or more group(s)/club(s) through office bearing positions.
- The award may be presented to a person who volunteers readily to obtain funding/raise the profile of groups/clubs.
- The award is different to that of Citizen Award in that it recognises the input of the 'average' community minded person who is dedicated in carrying out what needs to be done over a period of time. (This may be in the form of 1 position for 15+ years etc).

YOUNG CITIZEN AWARD

Persons eligible for this award must be under 27 years of age.

- This award is designed for young persons of the Brookton community who have made significant contributions/and or given outstanding service to the Brookton community through youth avenues.
- Contributions and service may be in the form or organising a youth event, lifting the youth profile of the Brookton community, outstanding sportsmanship, volunteer work with youth and associated groups for youth.
- A young person who has raised the profile of youth in Brookton.

EVENT OF THE YEAR

This Award available to groups of four (4) or more people whom have illustrated the following:

- Perform a significant service to the Brookton community.
- Raise funds for a community charity/event/project.
- Conduct a successful project, event or activity.
- Bring credit/recognition to the Brookton community through their endeavours and activities.
- This Award is designed to acknowledge groups/organisations who have volunteered and contributed much time in hosting/co-coordinating a significant event and in doing so lifting the profile of Brookton.

Page 401



Nomination Form

Australia Day Community Event

The awards are provided by the National Australia Day Council and are administered by Local Government Authorities throughout Australia on behalf of the Council.

The aim of the Award is to recognise and encourage significant contributions to community life within each local area and to promote national pride and community responsibility.

Each local government area will be responsible for the criteria for the presentation of the Award but in general it is available to community groups of four or more people who:

1) Perform a service to the community

- 2) Raise funds for a community charity/event/project
- 3) Conduct a successful project, event, or activity
- 4) Bring credit/recognition to a community through their activities.

Contributions can occur in the year prior to the Award being presented or as recognition of a long-standing commitment/service to the community.



DETAILS OF NOMINATED COMMUNITY GROUP		
GROUP TITLE	SIZE OF GROUP (Membership)	
CONTACT	TELEPHONE	
ADDRESS		
	continues over page.	

ATTACHMENTS

L.		
No.		
T KW		
1110 -		
	OTHER RELEVANT INFORMATION	
	OTHER RELEVANT INFORMATION	
178		
1,8 -		
] [8 -		
118		
118		
1,8		
1 8 -		
115		

PLEASE RETURN NOMINATION FORM TO THE SHIRE ADMINISTRATION OFFICE 14 WHITE STREET OF PO BOX 42 BROOKTON WA 6306

AUSTRALIA DAY AWARDS CRITERIA

CITIZEN AWARD

Persons eligible for this award must be over the age of 27 years.

- This award is designed for persons whom have given considerable amounts of time to community based groups/clubs and organisations over many dedicated years.
- Persons who have made significant contributions through office bearing positions, coordinating events, steering committees for the sole purpose of improving the Brookton community.
- Other criteria for this award are excels in their field, gives back to the Brookton community, deserves recognition, is a role model, leader in community organisations, unsung hero, active citizen, mentors young people of the community.

COMMUNITY SERVICE AWARDS

This Award is available to young and old and is designed to acknowledge individuals whom have provided service and served the sporting bodies, community organisations, church groups and other clubs within the Brookton community.

- The award may be presented to a person who has provided a long duration of service to one or more group(s)/club(s) through office bearing positions.
- The award may be presented to a person who volunteers readily to obtain funding/raise the profile of groups/clubs.
- The award is different to that of Citizen Award in that it recognises the input of the 'average' community minded person who is dedicated in carrying out what needs to be done over a period of time. (This may be in the form of 1 position for 15+ years etc).

YOUNG CITIZEN AWARD

Persons eligible for this award must be under 27 years of age.

- This award is designed for young persons of the Brookton community who have made significant contributions/and or given outstanding service to the Brookton community through youth avenues.
- Contributions and service may be in the form or organising a youth event, lifting the youth profile of the Brookton community, outstanding sportsmanship, volunteer work with youth and associated groups for youth.
- A young person who has raised the profile of youth in Brookton.

EVENT OF THE YEAR

This Award available to groups of four (4) or more people whom have illustrated the following:

- Perform a significant service to the Brookton community.
- Raise funds for a community charity/event/project.
- Conduct a successful project, event or activity.
- Bring credit/recognition to the Brookton community through their endeavours and activities.
- This Award is designed to acknowledge groups/organisations who have volunteered and contributed much time in hosting/co-coordinating a significant event and in doing so lifting the profile of Brookton.

Page 404



Nomination Form

Australia Day Community Service Award

The awards are provided and administered by the Shire of Brookton.

Persons who have made a significant contribution during the current year and/given outstanding service to the community over a number of years shall be eligible.

AUSTRALIA DAY COMMUNITY SERVICE AWARD

To recognise service of individuals to Sporting bodies, community organisations, church groups....

IVATE ADDRESS C		BUS: E PERSON IS NOMINATED
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CONTRIBUTION/S TO THE COMMUNITY	FOR WHICH THI	E PERSON IS NOMINATED
The state of the s		
(please include duration & years i.e. 198	80 – 1985 applica	ble to each contribution)

Item 10.5

OTHER CONTRIBUTIONS/ACHIEVEMENTS
ADDITIONAL MATERIAL MAY BE ATTACHED IF DESIRED
PAST AND PRESENT MEMBERSHIP OF COMMUNITY/SPORTING/PROFESSIONAL BODIES ET
(please include office bearing positions held – if applicable)
ř .

ATTACHMENTS

ANY OTHER RELEVANT BACKGROUND DETAILS		

Other persons that may be contacted for further information about nominee:

NAME

POSITION

ADDRESS

TELEPHONE

NAME

POSITION

ADDRESS

TELEPHONE

To be completed by the person submitting nomination:

MR/MRS/MISS

ADDRESS

ORGANISATION REPRESENTED (IF ANY)

TELEPHONE

PLEASE RETURN NOMINATION FORM TO THE SHIRE ADMINISTRATION OFFICE 14 WHITE STREET OF PO BOX 42 BROOKTON WA 6306

AUSTRALIA DAY AWARDS CRITERIA

CITIZEN AWARD

Persons eligible for this award must be over the age of 27 years.

- This award is designed for persons whom have given considerable amounts of time to community based groups/clubs and organisations over many dedicated years.
- Persons who have made significant contributions through office bearing positions, coordinating events, steering committees for the sole purpose of improving the Brookton community.
- Other criteria for this award are excels in their field, gives back to the Brookton community, deserves recognition, is a role model, leader in community organisations, unsung hero, active citizen, mentors young people of the community.

COMMUNITY SERVICE AWARDS

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- The award may be presented to a person who volunteers readily to obtain funding/raise the profile of groups/clubs.
- The award is different to that of Citizen Award in that it recognises the input of the 'average' community minded person who is dedicated in carrying out what needs to be done over a period of time. (This may be in the form of 1 position for 15+ years etc).

YOUNG CITIZEN AWARD

Persons eligible for this award must be under 27 years of age.

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- Contributions and service may be in the form or organising a youth event, lifting the youth profile of the Brookton community, outstanding sportsmanship, volunteer work with youth and associated groups for youth.
- A young person who has raised the profile of youth in Brookton.

EVENT OF THE YEAR

This Award available to groups of four (4) or more people whom have illustrated the following:

- Perform a significant service to the Brookton community.
- Raise funds for a community charity/event/project.
- Conduct a successful project, event or activity.
- Bring credit/recognition to the Brookton community through their endeavours and activities.
- This Award is designed to acknowledge groups/organisations who have volunteered and contributed much time in hosting/co-coordinating a significant event and in doing so lifting the profile of Brookton.

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Nomination Form

Australia Day Young Citizen Award

The awards are provided by the National Australia Day Council and are administered by Local Government Authorities throughout Australia on behalf of the Council.

Persons who have made a significant contribution during the current year and/or given outstanding service to the community over a number of years shall by eligible.

AUSTRALIA DAY YOUNG CITIZEN AWARD

To be eligible the person must be under 27 years of age on 26 January next.

DETAILS	OF PERSON BEING N	OMINATED	
SURNAME	FIRST NAME		
PRIVATE ADDRESS	DATE OF BIR	тн	
	AGE		
OCCUPATION	PH:	BUS:	
CONTRIBUTION/S TO THE	COMMUNITY FOR WHICH T	HE PERSON IS NOMINATED	
(please include duration	& years i.e. 1980 - 1985 appli	cable to each contribution)	

Item 10.5

Attachment 1

ATTACHMENTS

OTHER CONTRIBUTIONS/ACHIEVEMENTS
ADDITIONAL MATERIAL MAY BE ATTACHED IF DESIRED
PAST AND PRESENT MEMBERSHIP OF COMMUNITY/SPORTING/PROFESSIONAL BODIES ETC
(please include office bearing positions held – if applicable)

ATTACHMENTS

4	ANY OTHER RELEVANT BACKG	ROUND DETAILS	

Other persons that may be contacted for further information about nominee:

NAME

POSITION

ADDRESS

TELEPHONE

NAME

POSITION

ADDRESS

TELEPHONE

To be completed by the person submitting nomination:

MR/MRS/MISS

ADDRESS

ORGANISATION REPRESENTED (IF ANY)

TELEPHONE

PLEASE RETURN NOMINATION FORM TO THE SHIRE ADMINISTRATION OFFICE 14 WHITE STREET or PO BOX 42 BROOKTON WA 6306

AUSTRALIA DAY AWARDS CRITERIA

CITIZEN AWARD

Persons eligible for this award must be over the age of 27 years.

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- Persons who have made significant contributions through office bearing positions, coordinating events, steering committees for the sole purpose of improving the Brookton community.
- Other criteria for this award are excels in their field, gives back to the Brookton community, deserves recognition, is a role model, leader in community organisations, unsung hero, active citizen, mentors young people of the community.

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- The award may be presented to a person who volunteers readily to obtain funding/raise the profile of groups/clubs.
- The award is different to that of Citizen Award in that it recognises the input of the 'average' community minded person who is dedicated in carrying out what needs to be done over a period of time. (This may be in the form of 1 position for 15+ years etc).

YOUNG CITIZEN AWARD

Persons eligible for this award must be under 27 years of age.

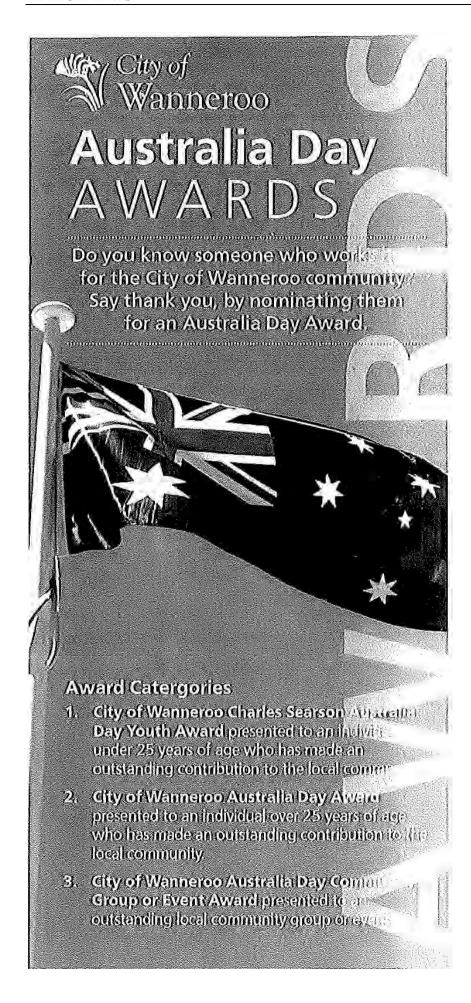
- This award is designed for young persons of the Brookton community who have made significant contributions/and or given outstanding service to the Brookton community through youth avenues.
- Contributions and service may be in the form or organising a youth event, lifting the youth profile of the Brookton community, outstanding sportsmanship, volunteer work with youth and associated groups for youth.
- A young person who has raised the profile of youth in Brookton.

EVENT OF THE YEAR

This Award available to groups of four (4) or more people whom have illustrated the following:

- Perform a significant service to the Brookton community.
- Raise funds for a community charity/event/project.
- Conduct a successful project, event or activity.
- Bring credit/recognition to the Brookton community through their endeavours and activities.
- This Award is designed to acknowledge groups/organisations who have volunteered and contributed much time in hosting/co-coordinating a significant event and in doing so lifting the profile of Brookton.

Page 17 412



Selection Criteria

Nominees for the City of Wanneroo Australia Day Awards will be assessed by a judging panel according to the following criteria:

- Have made a significant positive contribution to the local community.
- Possess leadership qualities.
- Active member of the local community.
- Commitment to enhancing their local community.

Elgibility Criteria

Award recipients will need to meet the following eligibility criteria:

- Recipients must be residents of the City of Wanneroo, or have coordinated a community event within the City of Wanneroo, or be members of a community group whose principal activities are conducted within the City of Wanneroo.
- Awards will not be granted post humously.
- A person cannot receive the same award twice, however, a person may be nominated for the same award on more than one occasion.
- Only one person (not a couple or group) may be nominated for individual award categories. Local government councillors, state and federal politicians are not eligible to receive an Award.

Nomination Process

Anyone in the community can submit a nomination.
To nominate a person or group for the City of Wanneroo Australia Day Awards, complete an application form and forward it to:

By mail

City of Wanneroo

Australia Day Awards

Locked Bag 1, Wanneroo WA 6946

In person

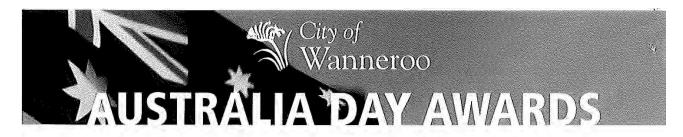
City of Wanneroo Civic Centre 23 Dundebar Road, Wanneroo

Nomination Close - Wednesday 30 November 2011

All nominations received will be considered by a selection panel consisting of representatives from the City of Wanneroo and local community.

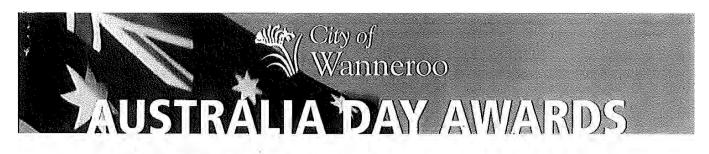
Award recipients will be announced at the City of Wanneroo's special Australia Day Citizenship Ceremony.

For further information, please contact Communications and Events on 9405 5012.



NOMINATION FORM

Nomination for	: (please tick award category)
	City of Wanneroo Charles Searson Australia Day Youth Award
	City of Wanneroo Australia Day Award
	City of Wanneroo Australia Day Community Group or Event Award
IOMINEE INFO	RMATION
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Group or Event	name (if applicable):
Address:	
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How have their efforts made a positive impact on the local community?	vena a sanaansa sa sa sa sa sa sa sa sa sa sa sa sa s
	namanananananananananananananananananan
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Has the nominee received any previous awards? (if so, please give any known detail	man dannerine artimus at camanità i sancia.
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ATTACHMENTS

ATTACHMENT 2 – Wannamal Community Centre Inc

WANNAMAL COMMUNITY CENTRE INC.

Secretary

Ruth Loudon Post Office Box 26 WANNAMAL WA 6505 Tel. 96557024

SHOW OF CHITTERING RECEIVED

3 1 JAN 2012

President
Annette Howard
Tel. 9655 7007
Treasurer
Donna Cocking
Tel. 96557015

27 January, 2012

The Chief Executive Officer Mr Gary Tuffin Shire of Chittering BINDOON WA 6502

Dear Sir.

Re: Wannamal Australia Day Event

Please find attached -

- the budget submission sent prior to the Australia Day event at Wannamal
- · the copy of email requesting confirmation of this submission
- the report and breakdown of cost for the event

As the Wannamal representative on the Australia Day Advisory Committee I find it unsatisfactory that there has not been a budget for this event presented and some advice as to what funds are available to each organisation prior to the event. It is difficult to prepare when we can only assume that the same funds would be available to us as per 2011.

We trust we will be fully recouped and thank the Shire for supporting our *Bring the Beach to Wannamal* event which was enjoyed by those who attended.

We would like to express our sincere thanks to Councillors Mackie, Hawes and Norton for attending and supporting our theme and providing their individual personal contributions to our celebrations.

Yours sincerely

Ruth Loudon

ATTACHMENTS

WANNAMAL COMMUNITY CENTRE INC.

Secretary

Ruth Loudon Post Office Box 26 WANNAMAL WA 6505 Tel. 96557024 President

Annette Howard Tel. 9655 7007

Treasurer

Donna Cocking Tel. 96557015

COMMUNITY EVENT PROPOSAL - AUSTRALIA DAY 2012

Bring the Beach to Wannamal - Luncheon

Catering 60 people @ \$12.00 720.00

Prizes and Decorations 250.00

\$970.00

ATTACHMENTS

WANNAMAL COMMUNITY CENTRE INC.

Secretary

Ruth Loudon Post Office Box 26 WANNAMAL WA 6505 Tel. 96557024 President
Annette Howard
Tel. 9655 7007
Treasurer
Donna Cocking
Tel. 96557015

Bring the Beach to Wannamal - Australia Day Event 2012

With the Wannamal Hall decked out with its own beach, including sand, buckets, spades, row boat, rolling surf in the paddling pool, umbrellas and beach balls the scene was set for an enjoyable celebration. Beach cricket and volley ball were also on offer.

The dress standards were very casual. Bikinis, bathers, boardies, loud shirts, an array of hats, wigs and sunnies were worn by not only the locals who attended but our visitors from Bindoon, Gingin, Bunbury and the UK.

The Gingin Jammers, with Councillor Norton providing the vocals, performed beachside music and for those not wanting to move far from their seats, there were a couple of Australiana quizzes offered to test their minds.

Our President, Annette Howard commenced the formal presentations with a run down on why a trip to the Wannamal beach and fireworks (with a junior pyro technician lighting the sparkler) provided a better option than most other West Australians spending the day at their beach and fireworks celebrations.

Councillor Hawes and Mackie announced the nominees and winners of the Chittering Premiers Australia Day Active Citizenship Awards together with the Shire of Chittering's Community Service Awards.

Nonie Trainor sang a beautiful rendition of the national anthem and also a short opera piece. Her talent is truly amazing for someone so young.

A luncheon of pastry goods, chicken, salads, lamingtons, scones and fresh fruit followed, all washed down with a few beers, wines and a cuppa. As the afternoon sun set (really it was only the imminent thunder storm) the Fremantle Doctor fans were turned off, the beach crowd left and the organising committee celebrated a successful day with feet dangling in the paddle pool.

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WANNAMAL COMMUNITY CENTRE INC.

Secretary Ruth Loudon Post Office Box 26 WANNAMAL WA 6505 Tel. 96557024 President
Annette Howard
Tel. 9655 7007
Treasurer
Donna Cocking
Tel. 96557015

27 January, 2012

AUSTRALIA DAY EXPENSES

IGA BINDOON Fruit, Juice, Salad Ingredients 93.83
BINDOON FARM FRESH Chickens 78.00

BINDOON BAKEHAUS Pastry supplies 509.20
RED DOT STORE Decorations and prizes 134.82

TOTAL \$815.85

Page 25 420

ATTACHMENT 3 – Bindoon Community Progress Association Inc.

Bindoon Community Progress Association Inc.

PO Box 48, Bindoon, WA 6502

ABN No. 28 399 210 741

Ms Grace Pritchard. Club & Community Development Officer, Shire of Chittering, PO Box 70. Bindoon, WA 6502

-7 FEB 2012

SHIRE OF CHITTERING RECEIVED

Dear Grace.

Australia Day

With Australia Day for 2012 now past, we have the opportunity to review the event held in Clune Park in celebration of that day, and to also establish the total expenditure by the BCPA for its presentation.

In general we were pleased with the community response to the event and were encouraged by the positive remarks and favorable comments. We had aspired to emphasize the following three aspects for the day:

- Being Australian
- Appreciation of volunteers in our community
- Children enjoying and experiencing Australia Day,

Everyone attending responded positively to the Affirmation and the Volunteer awards, while the children all seemed to get a kick out of their Aussie flags, tattoos, beach balls, balloons etc. We feel some satisfaction in having made a move toward our aspirations.

A review of last years Australia Day community response summary indicated a need to significantly improve the catering for the event. In this respect we acquired ample quantities of quality ingredients and engaged experienced catering persons in the form of the Gingin-Chittering Lions Club to prepare the food. They are well versed in hygienic food handling methods and presentation. The focus on this facet was well rewarded with widespread satisfaction expressed by all those surveyed.

Initially, the BCPA was engaged to undertake this venture with \$1,000 provided by the Shire of Chittering. Prior to the event we were approached by Muchea residents asking if residents from that area could attend the Bindoon function, as they subsequently did. I sought an undertaking from the Acting CEO at the time for an additional subsidy of \$500 to support the anticipated increase in attendance. I was given to understand this request would be received favourably and have acted on that understanding. The attached expense summary of receipted purchases totals \$1,624.00. We would be pleased to receive the Shires cheque for \$1,500.00. The BCPA will absorb the excess, as well as the significant incidental costs. We thank you for this opportunity to share in a positive community initiative.

Kind Regards,

Lance Stagbouer - Secretary

Attach: Expenses by BCPA for Australia Day in Clune Park

President: Rin Rutherford Secretary: Lance Stagbouer 9576 2001

9571.8931

Vice President: Bob Blizzard Treasurer:

9576 0085 Joy Antunovich 9576 1144

ATTACHMENTS

Item Description	Cost	Prog. Cost
Lions Club catering cost	200.00	200.00
Flyers for mailout	20.00	220.00
Flyer postage	82.20	302.20
Certificates paper	49.35	351.55
Certificate frames	117.92	469.47
Sausages	109.20	578.67
Onions	55.96	634.63
Onions (extra on Australia day)	41.95	676.58
Bread rolls	139.72	816.30
Milk & Ice	12.27	828.57
Orange Juice	114.90	943.47
Serviettes	1.99	945.46
Oil for BBQ	3.29	948.75
Canned drinks	67.96	1016.71
Coffee	11.99	1028.70
Tea	3.99	1032.69
Sugar	1.79	1034.48
Plastic plates	53.91	1088.39
Luncheon napkins for sausages	13.98	1102.37
Sauces & mustards	37.89	1140.26
Coffee cups,spoons etc	31.44	1171.70
Beach balls	80.00	1251.70
Flags	150.00	1401.70
Tattoos	10.00	1411.70
Balloons	30.00	1441.70
Drinks & food samples	58.12	1499.82
Drinks & twine for balloons	49.18	1549.00
Australia Day Cake	75.00	1624.00
Receipted expenses	1624.00	\$1,624.00

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ATTACHMENT 4 – Chittering Valley Progress and Sporting Association Inc

Sausage	294.00	294.00
	38.76	332.76
Orange and lemon juice	120.00	452.76
Bouncy Castle	600.00	1052.76
Face Painter	200.00	1252.76
Hash Brown	48.98	1301.74
Flora Butter	4.42	1306.16
Sauce tomato	4.17	1310.33
Sauce Mustard	5.83	1316.16
Granita Blue Lagoon (slushies)	12.79	1328.95
Baked Bean	28.58	1357.53
Coofee	35.90	1393.43
Water 4 carton @ \$8.00	32.00	1425.43
Cans of soft drink 4 carton @ \$12.00	48.00	1473.43
Table cover plastic 1 red/1 blue	35.90	1509.33
Australian flag Paket of ten 12*	24.00	1533.33
Plastice Knifes / forks / spoons / plates	12.38	1545.71
Total cost		1545.71
	Bouncy Castle Face Painter Hash Brown Flora Butter Sauce tomato Sauce Mustard Granita Blue Lagoon (slushies) Baked Bean Coofee Water 4 carton @ \$8.00 Cans of soft drink 4 carton @ \$12.00 Table cover plastic 1 red/1 blue Australian flag Paket of ten 12* Plastice Knifes / forks / spoons / plates	Bouncy Castle 600.00 Face Painter 200.00 Hash Brown 48.98 Flora Butter 4.42 Sauce tomato 4.17 Sauce Mustard 5.83 Granita Blue Lagoon (slushies) 12.79 Baked Bean 28.58 Coofee 35.90 Water 4 carton @ \$8.00 32.00 Cans of soft drink 4 carton @ \$12.00 48.00 Table cover plastic 1 red/1 blue 35.90 Australian flag Paket of ten 12* 24.00 Plastice Knifes / forks / spoons / plates 12.38

DOCUMENT REF 02/01/2; N12902 Page 28 4 2 3



UNCONFIRMED MINUTES"Without prejudice"

Minutes are provided on the strict understanding that all terms whether deemed expressed or implied do not purport to record the proceedings of Council until confirmed by resolution of Council.

MINUTES OF THE CHITTERING COMMUNITY PLANNING ADVISORY COMMITTEE MEETING

Thursday, 9 February 2012

Council Chambers 6177 Great Northern Highway, Bindoon

COMMENCMENT: 1.00 PM

These minutes were confirm	ned at a meeting held on	
SIGNED this	day of proceedings.	2012, as a true record of
		Presiding person at the meeting at which the minutes were confirmed

Disclaimer

The purpose of this committee meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (section 5.25 (e)) establish procedures for revocation or rescission of a council decision. No person should rely on the decisions made by council until formal advice of the council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the committee meeting.

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Minutes of the Chittering Community Planning Advisory Committee meeting held on 9 February 2012

1. DECLARATION OF OPENING

Sandra Clarke, Chairman on behalf of Alex Douglas, declared the meeting open at 1.00pm

2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

2.1 Attendance

The following members were in attendance:

Lois Jones

Jackie Shervington

Jenny Hall

Ruth Loudon

Sue Sim

Pat Beard

Sandra Clarke

Sue Carter

Megan O'Grady (arrived at 1.40pm Cr Alex Douglas (arrived at 1.33pm)

The following staff were in attendance:

Karen Parker Manager Administration and Community Services

Grace Pritchard Club and Community Development Officer

2.2 Apologies

Cr Barni Norton

2.3 Leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil





Minutes of the Chittering Community Planning Advisory Committee meeting held on 9 February 2012

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Chittering Community Planning Advisory Committee meeting - 8 December 2011

COMMITTEE RECOMMENDATION

Moved Jenny Hall / Seconded Ruth Loudon

That the minutes of the Chittering Community Planning Advisory Committee meeting held on 8 December 2011 be confirmed as a true and correct record of proceedings.

THE MOTION WAS PUT AND DECLARED CARRIED 7/0

4.2 Confirmation of Elected Presiding person for minutes - 10 November 2011

COMMITTEE RECOMMENDATION

Moved Lois Jones / Seconded Ruth Loudon

That Cr Alex Douglas was elected as the Presiding Person for the Community Planning Advisory Committee.

THE MOTION WAS PUT AND DECLARED CARRIED 7/0

5. BUSINESS ARISING FROM PREVIOUS MEETING MINUTES

Nil

6. GENERAL BUSINESS

6.1 Wish List

An "Integrated Wish List" will be created. This list is for the community and Council to work on.

The Manager Administration and Community Services discussed the Financial Plan that the Shire of Chittering Officers are currently working on. This plan needs to be in by 1 July 2013.

6.2 Report from Council

Nil





Minutes of the Chittering Community Planning Advisory Committee meeting held on 9 February 2012

6.3 Update on School Sculpture Sites.

Jackie Shervington advised that she is going to speak to with the P&C at their next meeting, along with the Scout Group to discuss a possible construction of a sculpture.

The Museum and Arts and Crafts are thinking of a structure they can construct that they will then place at the Brockman Centre.

Ruth Loudon will remind the Catholic Agricultural College about the Sculpture trail and see if they will be interested in displaying something outside their school. Ms Loudon also advised that Wannamal is still in progress with their sculpture.

The Mooliabeenie School site is to be looked at as a potential sculpture site.

Extra Sculptures to be put on the Sculpture trail map done by the Tourist Centre.

6.4 Update on Bindoon Outdoor Gym

This item has been left to be discussed at the next meeting.

6.5 Outstanding Business

Nil

6.6 Other Business

Joy Allen from Scoop Publishing has done a book that has information about the Bindoon Bakehaus. This is something that CCPAC could aim for with the Northern Valleys Sculpture Trail.

ACTION:

The Club and Community Development Officer is to look into the Keep Australia Beautiful program to see where we are at.

7. NEXT MEETING

The next Chittering Community Planning Advisory Committee meeting will be held in the Council Chambers, Bindoon on **Thursday, 8 March 2012**.

8. CLOSURE

Cr Sandra Clarke declared the meeting closed at 2.15pm.



MINUTES OF THE CHITTERING COMMUNITY PLANNING ADVISORY COMMITTEE MEETING

Thursday, 1 March 2012

Council Chambers 6177 Great Northern Highway, Bindoon

COMMENCEMENT: 1.02PM CLOSURE: 2.10PM

These minutes will be confirmed	at the next	Chittering	Community	Planning	Advisory	Committee
meeting to be held on Thursday,	12 April 201	2				
	-					

SIGNED BY:

Person presiding at the meeting at which the minutes were confirmed

DATE:

Disclaimer

The purpose of this committee meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (section 5.25 (e)) establish procedures for revocation or rescission of a council decision. No person should rely on the decisions made by council until formal advice of the council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the committee meeting.

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MINUTES OF THE CHITTERING COMMUNITY PLANNING ADVISORY COMMITTEE MEETING HELD ON 1 MARCH 2012

1. DECLARATION OF OPENING OF MEETING

Cr Alex Douglas declared the meeting open at 1.02pm

2. ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Attendance

The following members were in attendance:

Lois Jones

Barni Norton

Megan O'Grady

Jenny Hall

Ruth Loudon

Sue Carter

Pat Beard

Jackie Shervington

Cr Alex Douglas

The following staff were in attendance:

Karen Parker Manager Administration and Community Services

Grace Pritchard Club and Community Development Officer (Minute Secretary)

Apologies

Cr Sandra Clarke

Sue Sim

Leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil



MINUTES OF THE CHITTERING COMMUNITY PLANNING ADVISORY COMMITTEE MEETING HELD ON 1 MARCH 2012

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Chittering Community Planning Advisory Committee meeting – 9 February 2012

COMMITTEE RECOMMENDATION / DECISION

Moved Pat Beard / Seconded Lois Jones

That the minutes of the Chittering Community Planning Advisory Committee meeting held on 9 February 2012 be confirmed as a true and correct record of proceedings.

THE MOTION WAS PUT AND DECLARED CARRIED 9/0

5. BUSINESS ARISING FROM PREVIOUS MEETING MINUTES

Jackie Shervington advised that she has followed up with the Bindoon Primary School in regards to the climbing web project idea at Clune Park. They were originally interested in this project but now advise her other school projects have taken priority. The climbing web can still happen with more investigation. The school is still interested in participating in the Bell Sculpture.

Jackie is going to contact the Chittering Scouts new President and talk to her about the possibility of the Scouts creating a bell sculpture for the Lower Chittering School site.

6. GENERAL BUSINESS

6.1 Wish List

Nothing to report

6.2 Report from Council

The Manager Administration and Community Services discussed the Strategic Community Survey that is currently being put together:

- The Strategic Community Plan is part of the Integrated Planning process and this needs to be Community owned. An Independent Facilitator will be managing the project and will assist the Shire to develop the plan.
- The survey will be sent out to all residents and the results will help to collate information for the focus workshops and the Plan.
- There will be two workshops run by the Facilitator, one in Bindoon and one in the southern part of the Shire. The dates are 5 and 11 May 2012. These workshops will be by invitation only.
- Councilors will not attend the workshops.
- The Sport and Recreation Plan is currently under review. A survey has been sent out to all community groups and clubs in the Shire. This survey is to help the Shire collate information to assist with planning for the next ten years, including the need for new /



MINUTES OF THE CHITTERING COMMUNITY PLANNING ADVISORY COMMITTEE MEETING HELD ON 1 MARCH 2012

upgraded facilities. The **deadline for this Survey is the 16 March 2012** and members are requested to encourage small users of facilities who may slip under the radar to complete the survey. The survey has been designed to capture information from a range of groups so not all sections will be relevant and if not just put a line through it.

6.3 Update on School Sculpture Sites

Bindoon Catholic Agriculture College has nearly finished the design of their proposed sculpture. Grace to contact the College to discuss the finalisation of their Sculpture project.

Members discussed the need for funds to assist community groups create bell sculptures for the shire's school sites project which will extend and enhance the existing sculpture trail as well as providing opportunity for the creation of other sculptures on potential sites that have been identified by the committee, such as the Brockman Centre.

Members agreed to request Council provide these funds in the 2012/2013 financial year budget. Applications for funding, including the design and location will be assessed by the CCPAC who will then make a recommendation to Council for endorsement of the funds being allocated.

COMMITTEE RECOMMENDATION

Moved Jackie Shervington / Seconded Pat Beard

That Council:

 consider allocating funds of \$5,000 in the 2012/13 budget to support community groups with the planning, design and construction of sculptures to extend and enhance the Chittering Sculpture Trail.

THE MOTION WAS PUT AND DECLARED CARRIED 9/0

ACTION:

That all applications for funding will be presented at the next committee meeting for assessment. The committee will then make recommendation to Council at the next available Ordinary Council meeting for endorsement.

6.4 Update on Bindoon Outdoor Gym

Cr Norton provided the following update on the status of the Bindoon Outdoor Gym:

- · Individual equipment have been determined for overall fitness benefits;
- Location has been decided between the working group (next to the new ablution block behind the Bindoon Hall) and this location will need to be presented to council for their consideration;
- · Once approval has been provided by Council grant funding application to be done.

6.5 Outstanding business

Nil



MINUTES OF THE CHITTERING COMMUNITY PLANNING ADVISORY COMMITTEE MEETING HELD ON 1 MARCH 2012

6.6 Other business

6.6.1 Financial Assistance Grant Scheme 2012/2013

The Financial Assistance Grant Scheme was discussed, applications close 16 March 2012.

6.6.2 Bindoon and Districts Agricultural Society would like to join CCPAC

The group discussed the application from the Bindoon and Districts Agricultural Society to join the Committee. Members agreed to recommend to Council that they endorse the inclusion of the Bindoon and Districts Agricultural Society to the membership of the committee.

COMMITTEE RECOMMENDATION

Moved Ruth Loudon / Seconded Jackie Shervington

That Council endorse the inclusion of the Bindoon and Districts Agricultural Society to the membership of the CCPAC and update the committee booklet.

THE MOTION WAS PUT AND DECLARED CARRIED 9/0

A letter will also be sent to the Chittering Valley Progress and Sporting Association requesting details of their representative, including contact details, for attendance at the Chittering Community Planning Advisory Committee meetings.

7. NEXT MEETING

The next Chittering Community Planning Advisory Committee meeting will be held in the Council Chambers, Bindoon on **Thursday**, **12 April 2012**.

		12 April
		10 May
		8 June
		12 July
Thursday	1pm	9 August
· ·	•	13 September
		11 October
		8 November
		13 December

8. CLOSURE

Cr Alex Douglas declared the meeting closed at 2.10pm.