



**Chief Executive Officer Attachments**  
**ORDINARY MEETING OF COUNCIL**  
**Wednesday 20 June 2018**

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9.4.4	<b>Recording of Ordinary Council Meetings for Record Taking Purposes</b> 1. Information Session Presentation dated 17 February 2017 2. McLeods update paper titled <i>“Proposed recording and live streaming of local government council and committee meetings”</i>	91 – 99
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# Corporate Business Plan 2017-2021



*Chittering - from Muchea through Bindoon to Wannamal*

## INTRODUCTION

Under the *Local Government Act 1995*, Councils have the general power to provide for the good governance of the people in their district. They generally do this through the provision of a range of services along with investment in new and existing community infrastructure (roads, parks, sporting and community facilities). Local Governments are also required to assess and regulate planning and development and to provide for Emergency Services management and preparedness.

An essential part of the governance process is for Councils to determine exactly what services and infrastructure is required by residents and ratepayers through the process of preparing and enacting a Strategic Community Plan. Council's Community Strategic Plan was reviewed in late 2016 / early 2017 and covers the ten year period from 2017 to 2027.

Council is required to update and review its planning documents on a regular basis and this review of the Corporate Business Plan is part of that process. Council's Corporate Business Plan is a medium term (2017-2021) plan, which sets out the shorter term priorities for Council based on the strategic direction and goals as articulated in the ten year Strategic Community Plan.

The Corporate Business Plan also guides the formation of the annual budget and is reflective of community aspirations with regard to the provision and maintenance of services and facilities within the Shire. A number of internal planning documents inform the development of the Corporate Business Plan including:

- Long Term Financial Plan
- Asset Management Plans (Roads, Buildings and Open Space)
- Fleet Management Plan
- Community Development Plan
- Sports and Recreation Plan
- Trails Network Masterplan
- Community Safety and Crime Prevention Plan
- Communication Plan
- Disability Access and Inclusion Plan
- Workforce Plan
- Age Friendly Community Plan
- Bushfire Risk Management Plan

## MESSAGE (Shire President and CEO)

The Shire of Chittering Corporate Business Plan 2017-2021 is an important part Council's plan for the future. The plan reflects both our short and medium term operational needs, and covers off on significant projects or service improvements identified by both Council and the community in the years ahead. Major projects such as the new medical centre and the upgrade of Binda Place have been completed since the last plan was adopted and this revised plan has been updated accordingly.

Importantly, the end of the mining boom, subdued economic growth and rising unemployment has impacted on all communities. In tough economic times, people naturally find it more difficult to make ends meet. Council has responded by exploring opportunities for improving the efficiency of its own operations and reducing costs. As a result, Council is in a position to adopt responsible and measured rate increases, and will continue to do so while tough economic times persist.

However, services still have to be provided and assets maintained and renewed. In some cases, service levels have to increase to meet community expectations or to maintain and preserve new infrastructure. New or emerging ways of generating economic activity will be important to the long term sustainability of the Shire. Private investment in the creation of jobs and economic activity will be increasingly important, as will Council's advocacy role with other levels of government. Above all, whatever we do has to be both affordable and realistic.

Despite the tough economic times, the Shire is entering an exciting period over the next few years with major highway linkages (Northlink and the Great Northern Highway upgrade) to be delivered between now and the end of 2019. The Muchea Employment Node (MEN), a 1,100 hectare industrial area in the south of the Shire, will benefit from having these major transport upgrades at its doorstep. The jobs that are created through both the development and operation of the MEN will be vital to the economy of the region in the years ahead.

The Corporate Business Plan has been developed around the following five major themes as identified in the Strategic Community Plan:

- Community - *An inclusive, active, safe and healthy community*
- Natural Environment - *A protected and bio-diverse environment which community and visitors enjoy*
- Built Environment - *Well-planned built landscapes that are progressive, vibrant, diverse and reflect the Shire's unique country lifestyle*
- Economic Growth - *Thriving, sustainable and diverse economic investment and local employment opportunities from cottage to large-scale industry*
- Strong Leadership - *A responsive and empowering Council which values consultation, accountability and consistency*



We look forward to working with the community in the years ahead to deliver a future for the region which builds on its natural strengths and which provides a range of employment and investment opportunities for both individuals and the broader business sector.

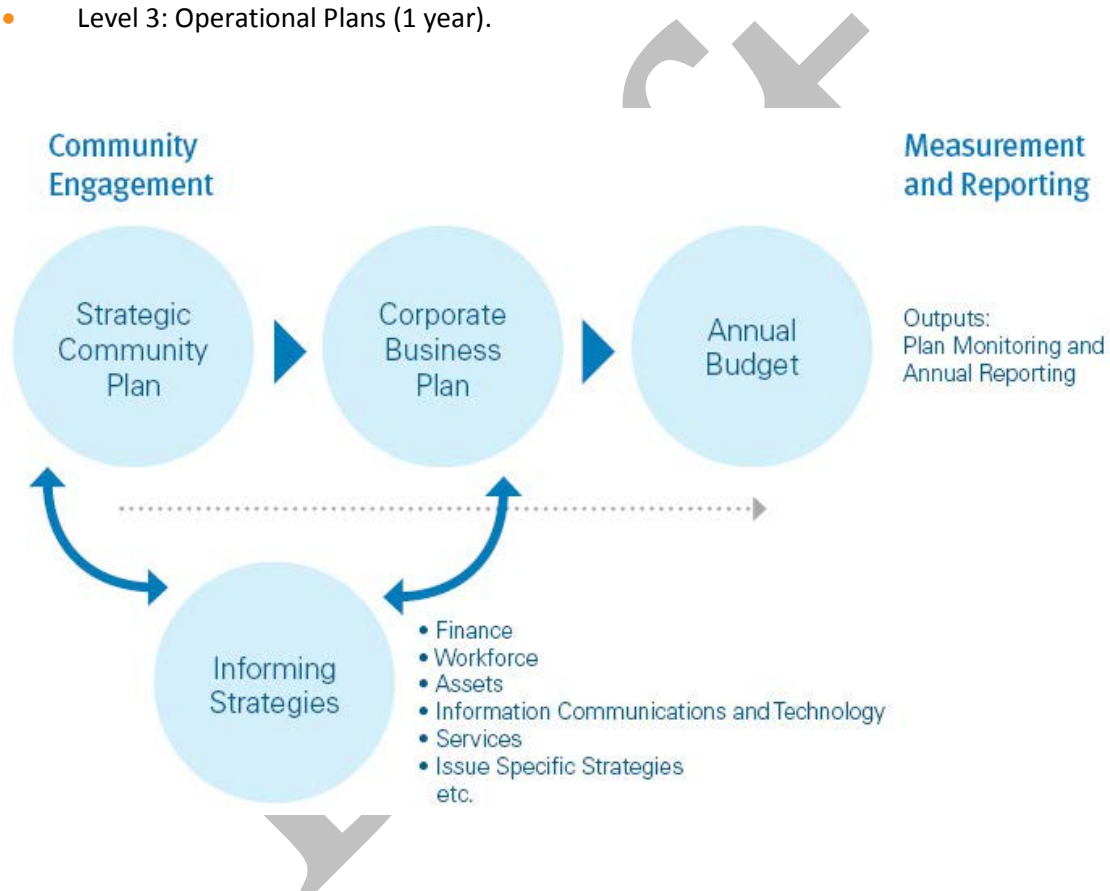
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## INTEGRATED PLANNING FRAMEWORK

The Integrated Strategic Planning Framework provides the basis for improving the practice of strategic planning in local government. Its purpose is to ensure integration of community priorities into strategic planning for Councils, in addition to delivering the objectives that have been set from these priorities.

Specifically, the Framework sets out the requirements for three levels of integrated strategic planning:

- Level 1: Strategic Community Plan (10+ years);
- Level 2: Corporate Business Plan (4+ years); and
- Level 3: Operational Plans (1 year).



The **Strategic Community Plan** sets out our vision and aspirations for our community for the next ten years. The SCP addresses the questions:

- Where are we now?
- Where do we want to be?
- How do we get there?

The **Corporate Business Plan** sets out the Shire of Chittering's shorter-term priorities and "activates" and enables the community to monitor the Council's progress towards achieving these aspirations.

The Shire of Chittering needs to work with key stakeholders and partners, such as the State and Federal Government, to achieve the community vision, objectives and strategies. The Shire also needs to work within its financial capability in order to leave a legacy for future generations.

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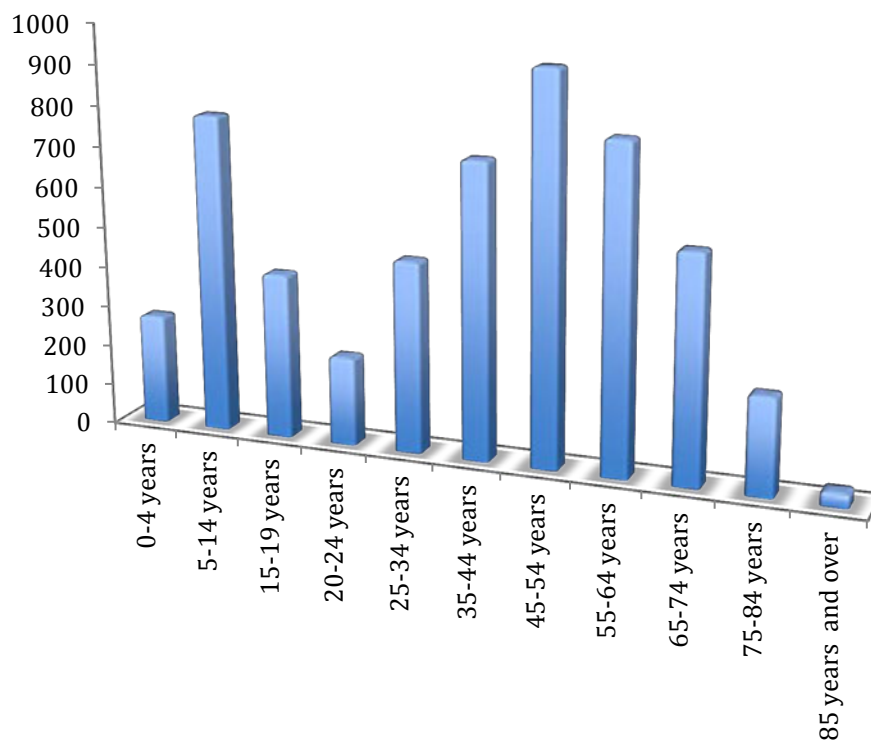
## BACKGROUND

### Key Statistics

The Shire of Chittering covers an area of 1,220km with its southern boundary being only 55km from the Perth CBD. There are three gazetted townships in Chittering - Bindoon, Muchea to the South of Bindoon and Wannamal to the North. There are also two districts - Upper Chittering and Lower Chittering, both south of Bindoon.

### Key statistics

<b>Population:</b>	5,472 residents (2016 census)
<b>Median age:</b>	43.5
<b>Geographic area:</b>	1,220km <sup>2</sup>
<b>Distance from Perth:</b>	55km (to southern border)
<b>Length of Roads:</b>	280km of sealed roads and 150km of unsealed roads



Population by Age Group

### Future Growth

The Shire of Chittering continues to enjoy high growth rates as a peri-urban local government showing a population growth of 54% since 2006 and 24% since 2011 (ABS 2016). This represents the greatest population growth of all local government areas in the Wheatbelt planning regions. Most population growth is occurring in the southern part of the Shire with people choosing a semi-rural lifestyle.

Population forecasts for the Shire (WA Tomorrow Report using Band B projections) estimate that 8,000 people will live in the Shire by 2026, which represents a 48% increase from the 2016 census.

Currently, 15% of the population is aged 65 and over. It is expected that the Shire's aged population profile will increase significantly over the next ten years which will in turn increase the demand for healthcare and diversity of housing and land options.

At the other end of the age spectrum, there is a comparatively large number of children aged 0-14 years (19.3% of the population), but this figure drops significantly for the 15-24 age bracket (11.5% of the population).

There is a tendency for young people (15 to 19 year olds) to leave the Shire. This is a result of limited local employment, education and training opportunities and restricted transport.

### Social Context

Socially the Shire's communities tend to live and socialize within their own areas e.g. Wannamal, Bindoon, Muchea, Upper and Lower Chittering. However, there are some events e.g. Bindoon and Districts Agricultural Society Show Day and ANZAC Day in which the communities do get together. Local business associations have also served to bring people together.

Community events and activities are an important aspect of living in the Shire of Chittering, as is the provision of sport and recreation opportunities. Both these elements will continue to be an important part of our social fabric and provide enjoyment and generate community cohesion.

Services which are taken for granted in more populated areas are more difficult to attract and maintain. This, combined with our aging population, puts a greater emphasis on the range and scope of health services, provision of housing diversity and assisted transport. This trend is likely to continue in the future.

Within this setting, the provision of local community services is managed through complex funding and regulatory circumstances. In the future, it is anticipated that local government will be expected to play an even greater role in coordinating community service provision at the local level.



In addition to community programs and services, the provision and facilitation of adequate infrastructure is a key responsibility of local government. Public infrastructure, including drainage, streetscaping, parks, community buildings, recreation facilities and public areas, form a significant portion of local government budgets.

### Economic Context

The Wheatbelt Development Commission (WDC) is working with member Shires of the Northern Growth Alliance (NGA) on the development phase of Perth's peri-urban northern growth corridor including the current industry investment, jobs in the pipeline and additional jobs that can be created with innovative partnerships with the private sector.

The Northern Growth region is a dynamic and growing area located on Perth's Northern Fringes incorporating a range of opportunities for large and boutique scale pursuits in agriculture, horticulture, fisheries and tourism, with affordable and strategically placed industrial land adjacent to major national and state transport links. Key facts about the region are as summarized as follows:

- 11,150km<sup>2</sup> covering the Shires of Chittering, Dandaragan and Gingin
- Established industries include intensive agriculture, horticulture, fisheries, aquaculture, associated transport and logistics and tourism
- Two major highway links to Perth and northern Western Australia
- Only 1 to 2.5 hours drive from Perth Airport
- 11 coastal and hinterland towns
- Home to 21,000 people by 2021
- 17,000 new residential land lots ready to be released
- \$450M Gross Regional Product in 2012/13
- NBN Digital Connectivity
- Significant ground water supplies

The Shire's economy is based predominately on broad-acre farming and orchards / vineyards, semi-rural cottage based industries and a growing mix of tourism based ventures including farm stays and B&B's. At present there is limited industry, being extractive industry operations (gravel, clay and sand), the State livestock yards (WAMIA) and a mineral sands processing factory (Tronox). Local businesses include the Bindoon Bakehaus and Cafe, IGA supermarket, specialty shops, local accommodation and farmstay options as well as viticulture, nurseries, wineries and boutique food producers.

There is an large scale (1,100 ha) industrial area in the south of the Shire (the Muchea Employment Node) which is set aside for industry uses such as transport, agribusiness, fabrication, warehousing, wholesaling and general industry. The Structure Plan for this area has been in place since 2011 and the first development parcel (160 ha) is in the planning approval stage. New development in the employment node will provide a concentration of

employment opportunities for people living in and around the Shire of Chittering. In Muchea, private sector investment is increasing rapidly. Examples include:

- Ingham's Chickens investment of \$70M will relocate its Wanneroo production facility resulting in 400 direct and 1,000 indirect jobs;
- BP is investing \$15M in a major service centre and truck-stop to be completed by 2019;
- Western Australian Meat Industry Association (WAMIA) Muchea Livestock Centre processed a record 108,830 head of cattle and 557,713 head of sheep in 2015/16; and
- Sirona Capital has invested \$48M to begin the 350ha Northern Gateway Industrial Estate in Muchea and Bullsbrook.

Government investment of \$1.5B in NorthLink WA and Great Northern Highway will realise a convergence of an estimated 14 million tonnes of freight at Muchea by 2022. Funding of \$20M will plan for the Bindoon Bypass. When the \$200M Bindoon Bypass is complete, Great Northern Highway's Restricted Access Vehicle (RAV) will increase to RAV10 permitting 53.5m road trains to terminate at Muchea, well south of the current restrictions to Wubin.

Heavy industry areas at Muchea and an Intermodal Freight Terminal planned in Bullsbrook will combine to be the State's major transport and logistics hub surrounded by an estimated 1.3 million people by 2050. These developments will deliver 1,000's of jobs within 20kms of Ellenbrook and other northern suburbs.

Other private investment in the Shire of Chittering is creating jobs. For example, the \$7M Moora Citrus Packers Pty Ltd state-of-the-art citrus packing facility north of Bindoon has created 15 local jobs. In full production Moora Citrus and Moora Citrus Packers will turn over \$24M, produce 13,000 tonnes of fruit and create 50-60 jobs in the supply chain. A large scale resort development south of Bindoon will create a similar number of new jobs, as well as adding significant new amenity for the town and surrounding area.

The agriculture industry in the Shire of Chittering is valued at \$48.9M. This is made up of edible food products (\$28.4M) and uneatable agricultural products (e.g. turf, flower) (\$20.5M). The future Bindoon Bypass is part of the overall upgrade of the Great Northern Highway from Muchea to Wubin. One of the stated aims of the upgrade is to allow for 53m road trains to travel south as far as Muchea. Three major arterial transport links (Brand Highway, Great Northern Highway and Northlink) will intersect at the site of the Muchea Employment Node (MEN) making this a central hub for transport logistics, agribusiness related industry and general industry on the north side of Perth.

A route for the Great Northern Highway bypass of Bindoon has been announced by the State Government with funding set aside for design and property acquisition. The bypass presents both benefits and challenges for the town of Bindoon; improvements to safety and amenity on the one hand and potential negative impacts for local businesses on the other. Council and the community have been working on a Bindoon Deviation Strategy which is aimed at mitigating any negative impacts on the local community.

The future of Bindoon depends, to a large extent, on the infrastructure which is available to support growth and economic development. The population of the town (at around 800) is currently insufficient to support a sustainable future. The town will need to grow to provide for a more sustainable population base and will need to include a mix of housing choice which is more suited to an aging population. A more compact form of urban development will not be possible without supporting infrastructure, including piped sewerage.

Council has an “Open for Business” approach to attracting and realising the potential of new development and assisting with the development process. While Council has a strong focus on economic development and job creation within the Shire, the preservation of natural assets and amenity remains a high priority. The focus is therefore on responsible and sustainable development which creates opportunities and which provides for a diverse and robust local economy.

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## CONTROLLING COSTS

Overall, debt levels remain low, cash reserves are healthy and Council has a strong Financial Health Indicator of 94. The FHI is a measure of a Local Governments financial health as calculated from seven financial ratios. The measure is calculated and published by the Department of Local Government.

A score of 70 indicates sound financial health - the maximum score is 100. The FHI is one factor to consider in assessing overall performance. Other factors include: the range of services offered; efficiency of services and customer satisfaction.

### Employee Costs

Shire staffing levels are relatively low in comparison to similar size Council's. In addition, the number of full time staff has remained constant for a number of years. At the same time, the community is growing (at an average rate of 4-5% per year); equating to 1,000 additional residents over the last five years. During the same period, employee costs have remained constant.

Population growth leads to asset growth and service growth which either results in increased costs or an efficiency dividend. In this case, Council has delivered a considerable efficiency dividend to its residents over recent years. While this is admirable, future decisions regarding staffing levels will need to account for the growth in assets and service provision over time.

The preparation of a new Workforce Plan will commence shortly with consideration being given to further efficiencies which can be delivered through streamlined processes and systems and the adoption of industry standard practices (such as a new Chart of Accounts which streamlines financial accounting and reporting practices).

In addition, Council has delivered significant infrastructure over recent years, and investment is now required to preserve and maintain that infrastructure. As a result, a review of the Workforce Plan is required to identify appropriate staffing levels, particularly in the Parks, Planning and Finance areas. Additional resources would also be necessary to cater for new initiatives such as expanding the range and extent of community events as it is no longer possible to do more with less.

Fleet Costs

A recent Fleet Management review has identified net savings of around \$115,000 per year in fleet costs. This has been achieved through:

- Optimisation of fleet change-over for both light fleet and heavy fleet
- Extending the life of low utilised plant
- Best value analysis for all light fleet and heavy plant procurement
- Operational KPI reporting to mitigate risk and drive efficiency
- Performance management of mechanical maintenance activities
- Disposal of some lights vehicles and plant
- Reducing the number of private use vehicles
- Fringe Benefit Tax and operating cost savings
- Transitioning to a more efficient, 4 cylinder light vehicle fleet.

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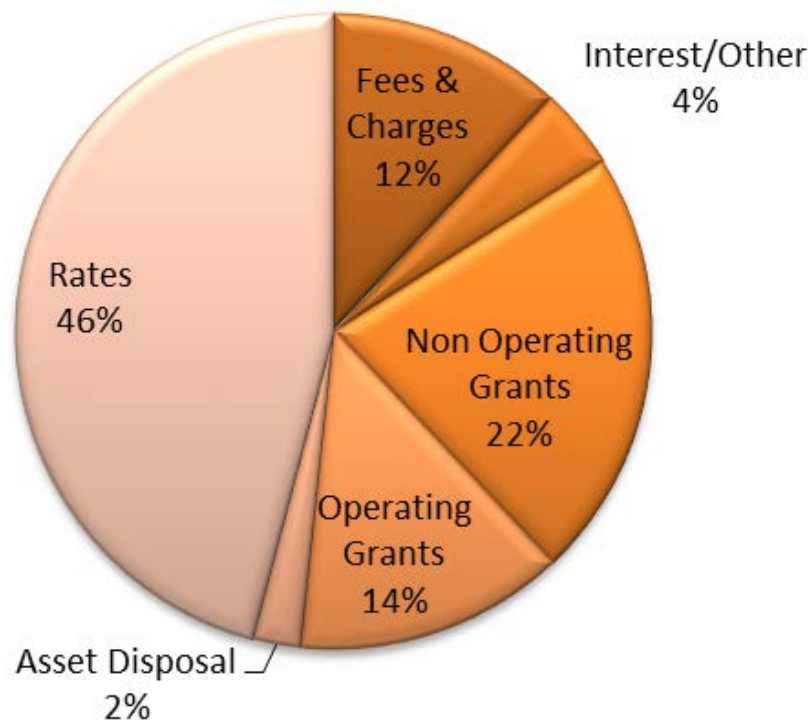


## THE ANNUAL BUDGET

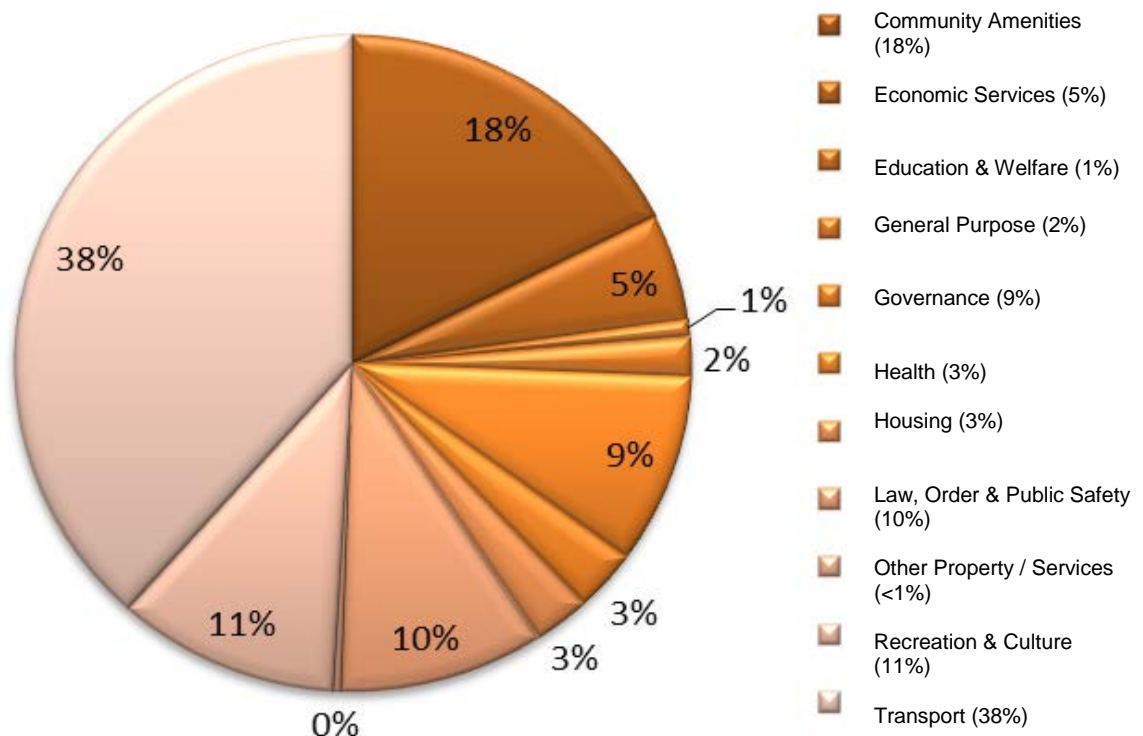
### Where Does the Money Come From?

In 2016-2017 the Shire of Chittering had an operating budget of approximately \$11.5m.

Revenue is raised in a number of ways, including the issuing of rates notices to property owners, however rates income only accounts for about half of the total revenue.



### Where is the Money Spent?



Council services include the following:

- Transport: Roads, Footpaths, Bridges and Crossovers
- Community Amenities: Landfill, Recycling, Waste Collection, Litter Control, Stormwater Drainage, Septic Inspections, Landcare, Town Planning, Cemetery, Toilets
- Recreation & Culture: Public Building (5) Maintenance, Reserves (6), Ovals (4), Public Open Spaces (5), Parks (5), Library, Heritage Precinct, Community Grants and Australia Day Awards & Celebrations
- Law, Order & Public Safety: Ranger Services and Fire Services
- Governance: Elected Members (Councillors), Regional Group Membership & Collaboration, Business Plans, Legal & Audit Fees, Administration Costs
- Economic Services: Weed Control, Events, Tourist Information, Regional Collaboration, Signage, Building Control, Economic Development, Local Business Support, Club & Community Group Support, Community Bus
- Health: Environmental Health Officer and Chittering Health Centre
- Housing: Community and Staff Housing
- General Purpose: Rates expenses, including salaries
- Education & Welfare: Education Scholarships, School Bus Shelters, Youth Services, Community Events and Ferguson House Maintenance
- Other Property / Services: Private and Public Works

## ASSET MANAGEMENT

Asset management planning is a comprehensive process to ensure that delivery of services from infrastructure is provided in a financially sustainable manner. Council has the following Asset Management Plans in place:

- Road Asset Management Plan (updated in November 2017)
- Buildings and Structures (updated in November 2017)
- Parks, Ovals & Reserves (developed in 2016)

The existing Asset Plans have been recently updated with current valuations and asset inspection data and are valid for the purpose of forward planning (preservation of existing assets and investment in new infrastructure). The update and review of asset management plans is an ongoing and continual process.

The collection of asset data and condition assessments over time allows for predictive asset models to be refined so that they more closely match what is actually occurring in practice; resulting in more accurate budget forecasts and improved investment decisions.

### Roads Asset Management Plan

The road network comprises 280km of sealed roads, 150km of unsealed roads and 464km of kerbing. The current pavement management model, which was field validated in late 2016, requires further work to refine the treatments and units rates which apply to various classes and segments of road throughout the network. As outlined above, this is part of an ongoing process and will continue into the future.

The Roads Asset Management Plan (refer **Attachment 3**) indicates that Council should invest between \$1.6m per annum (short term / 5yr investment profile) and \$1.8m per annum (mid-term / 10yr investment profile) in operations, maintenance and capital renewal funding. This would maintain the road network at a satisfactory level of service and prevent excessive deterioration through programmed works (reseals and overlays). Council is currently investing within this band and as a result, the projected level of funding over the first ten years of the plan is satisfactory. The Whole of Life modelling however indicates a shortfall in the outer years (i.e. beyond ten years). This will need to be monitored over time and may change based on updated and refined asset data and further field verification. The more data that is collected and verified, the more accurate the system becomes in terms of predicting future expenditure levels.

Replacement value of the road network is \$124m, with \$27m being the value of the formation. However, the formation is not depreciable and does not form part of the Depreciable Value when undertaking financial modelling. Logically, when a road segment is renewed, the formation generally remains unchanged, so the true replacement value of the road network is closer to \$97m. Council is currently investing about 2% of the asset value per year to renew and upgrade the road network.

In relation to its unsealed network, Council is currently investing \$200,000/year. The model recommends an annual expenditure of \$285,000 per year on maintenance grading (not including re-gravelling). It may therefore be appropriate to consider increased investment in this program in order to improve the overall road network; principally through re-gravelling of unsealed roads with higher traffic volumes.

#### Buildings Asset Management Plan

The buildings and structures network comprises seven amenities buildings, 14 civic and corporate buildings, 18 residential buildings, 12 recreation buildings, one heritage building, seven waste buildings and 107 other structures (fire sheds, water tanks, bus shelters etc). The replacement value of these facilities is \$25.3m. The Asset Management Plan suggests that the level of investment required to maintain the service is around \$1.4m per annum over the life of the plan.

In FY 16/17, Council allocated a total of \$1.2m for all costs associated with its building and structures asset portfolio (including depreciation of \$400,000). Excluding depreciation, insurance and utilities, the annual amount allocated for the operation, maintenance and upgrade of Council buildings is about \$570,000 per annum (about 2.2% of the asset replacement value).

The asset model indicates that Council should invest between \$730,000 per annum (short term / 5yr investment profile) to \$894,000 per annum (mid-term / 10yr investment profile) in operations, maintenance and capital renewal funding in order to maintain the buildings to a satisfactory level of standard and prevent excessive deterioration over time.

The Buildings Asset Management Plan (refer **Attachment 4**) indicates that Council's current investment is insufficient to maintain the asset over the medium to long term. Council will need to monitor this closely over the next few years.

#### Parks, Ovals and Reserves

The Parks, Ovals and Reserves Asset Management Plan consists of 254 individual asset items (eg. amenities, carparks, fencing, irrigation, lighting). The assets have a replacement value of \$3.0m (excluding non-depreciable assets such as passive parks, sports fields and natural reserves).

The projected cost to provide the service is \$770,000 per year over the life of the plan. Council presently invests \$570,000 per year on this asset class. While this is \$200,000 short of the finding level as indicated in the asset plan, the current expenditure is considered adequate to provide for a satisfactory level of service.

However, the plan indicates that renewal funding levels are insufficient to renew all parks, ovals and reserves over the medium term. This will be monitored and reviewed as part of ongoing asset plan updates.

## COMMUNITY STRATEGIC PLAN

In 2012, Council developed its first Community Strategic Plan covering the period from 2012 to 2022. The community was engaged in the development of the plan through survey, written feedback and workshops. The Community Strategic Plan was reviewed in late 2016 with the final version being adopted in June 2017. The review involved a community engagement process which occurred between September and December 2016 including:

- two open invitation workshops in October,
- a Community Planning Advisory Group (CPAG) workshop in November; and
- a Youth Krew workshop also in November.

The aim of the workshops was to hear from a wide variety of residents and businesses. Community members were also encouraged to provide feedback through the website and also at the Shire offices.

Council considered the community vision and aspirations within the context of this consultation and within local constraints and opportunities. Council member concerns and priorities were well aligned to those of the community.

A summary of those projects and activities with a direct linkage to the Community Strategic Plan is at **Attachment 6**. Note that this is not a comprehensive listing of all activities undertaken by Council which impact positively on the delivery of Community Strategic Plan Priorities. It is simply a listing of relevant projects which have been considered in terms of developing this Corporate Business Plan.



## CAPITAL WORKS PROGRAM

The Capital Works Program (refer **Attachment 1**) is developed based on:

- Roads Asset Management Plan (Attachment 3)
- Buildings Asset Management Plan (Attachment 4)
- Ten Year Road Network Program (Attachment 5)
- Ten Year Building Program (Attachment 6)
- Ten Year Fleet Replacement Program (Attachment 7)
- Strategic Community Plan Priorities (Attachment 8)
- Community Development Plan
- Sports and Recreation Plan
- Trails Network Master Plan
- Community Safety and Crime Prevention Plan
- Youth Development Plan
- Disability Access and Inclusion Plan

The Five Year Capital Program is structured to align with historical funding levels and to reflect those projects identified within the various plans and programs as indicated above. Proposed new initiatives or increased allocations to particular programs are funded from either increased revenue (rates and grants/subsidies), loan borrowings, drawing down of existing reserves or disposal of surplus assets.

### Summary of Proposed New Initiatives

The Five Year Capital Program includes a number of new / revised initiatives. Subject to affordability and viability (including development of a business case where appropriate), the following new initiatives are proposed over the next five years:

- Regional Sports Facility in Lower Chittering
- Independent Living Unit Development / Lifestyle Village
- Place making plan for local townsites
- A low cost caravan / camping facility
- Youth facilities (BMX / Skate Parks) in Bindoon and Muchea
- Community Gymnasiums in Bindoon and Muchea
- Continued upgrade / enhancement of existing recreational facilities
- Continued upgrade of historical precinct (new arts building)
- Upgrades to existing trails / some new ones
- Mountain bike trail facility
- Lakeview Park
- Cricket Practice Nets in Muchea
- Upgrade Change Rooms in Muchea

## FINANCING

### Long Term Financial Plan

Council's Long Term Financial Plan (LTFP) is currently a 15-year rolling plan that informs the Corporate Business Plan and the annual budget process. The most recent LTFP was prepared in 2013 (with the assistance of consultants UHY Haines Norton) for the period from 2013 to 2028.

While the LTFP will need to be reviewed as a result of the most recent Community Strategic Planning process, the existing plan nevertheless provides a valid basis for the preparation of the Corporate Business Plan. The LTFP is proposed for review / update over the next 2-3 months prior to commencement of the 2017/18 budget process.

The 2013-2028 LTFP was based on a number of assumptions including:

- 4.3% annual population growth
- 4.0% return on investments
- 3.2% inflation
- 7.5% rate revenue increase (3.2% inflation, 4.3% population & 2% service growth)
- \$1.5m in operating grants, increasing in-line with inflation
- Reducing loan borrowings over the life of the plan

While population growth remains on track, inflation and investment returns are down on those which were forecast in the 2013-2028 LTFP. As a result of subdued economic activity and low inflation, Council has delivered a series of rate rises for the last three financial years which are lower than those as required by the LTFP. This has been partially mitigated by a decision (in the 2016/17 Financial Year) to move from Unimproved Value (UV) to Gross Rental Value (GRV) for the rating of a number of residential and rural residential properties.

In the future however, Council will need to consider a return to rate rises which more closely mirror those as foreshadowed in the LTFP, while remaining cognizant of the current subdued economic circumstances. Council will also need to invest wisely into strategic projects which grow the local economy and create jobs while at the same time maintaining and enhancing its built infrastructure.

It will be necessary to review the current LTFP and assess the impact that weaker economic conditions may have on financial sustainability of the Shire over the longer term. This may well be mitigated by new revenue streams such as those associated with development of Muchea Employment Node. This review is planned to be completed over the next 2-3 months; in the lead up to the 2018/19 budget process.

Attachment 2 is a financial forecast for the five years through to Financial Year 2021-22. This forecast will be updated when the LTFP review is complete.

Cash Backed Reserves

Council is in the fortunate position of having modest loan borrowings and a healthy cash reserve of around \$2m. A number of the reserves pre-date comprehensive asset planning and long term financial planning and it is evident that Council has the opportunity to draw down some of the reserves and rationalise others.

Reserve	Current Balance (\$)	Purpose	Recm
Employee Entitlements	137,438	Accumulated leave entitlements	Retain/Grow
Plant Replacement	733,250	Plant purchases	Retain/Grow
Community Housing	72,327	Repairs / improvements	<a href="#">Review</a>
Seniors Housing	7,463	Repairs / improvements	<a href="#">Review</a>
Public Open Space	271,035	Public open space development	<a href="#">Review</a>
Cemetery Development	33,979	Future improvements	Retain
Recreation Development	333,601	Develop or acquire land & facilities	Retain/Grow
Ambulance Replacement	4,345	Council contribution	<a href="#">Review</a>
Waste Management	292,537	Replacement / rehab of landfill	Retain/Grow
Contributions to Roadworks	37,383	Maintenance of Mooliabeenee Rd	Retain
Sewerage Services	101,995	Connection of Properties	Retain/Grow
<b>TOTAL</b>	<b>2,025,353</b>		

## VISION

Based on feedback from the Community Strategic Plan engagement process, the Council supports the following vision for the Shire:

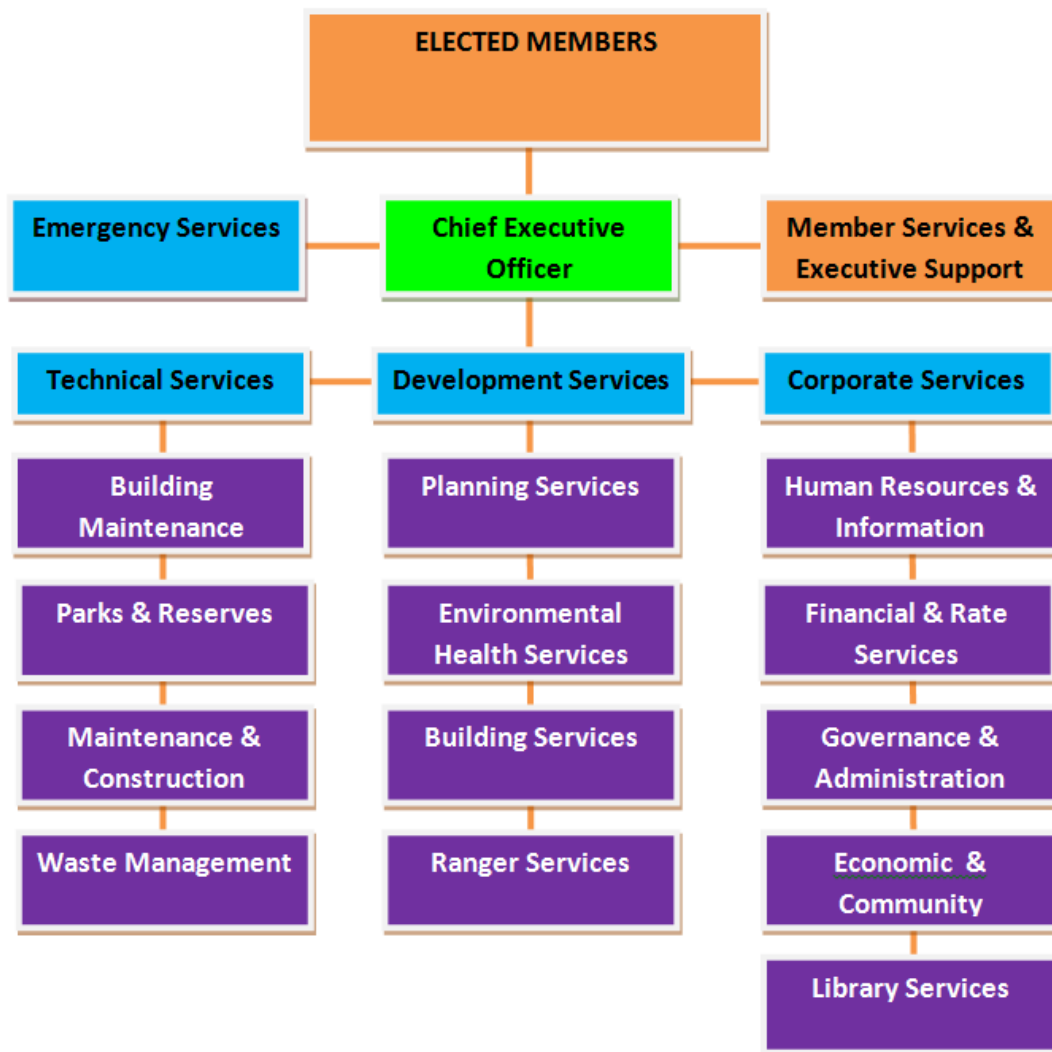
### ***“A connected thriving community”***

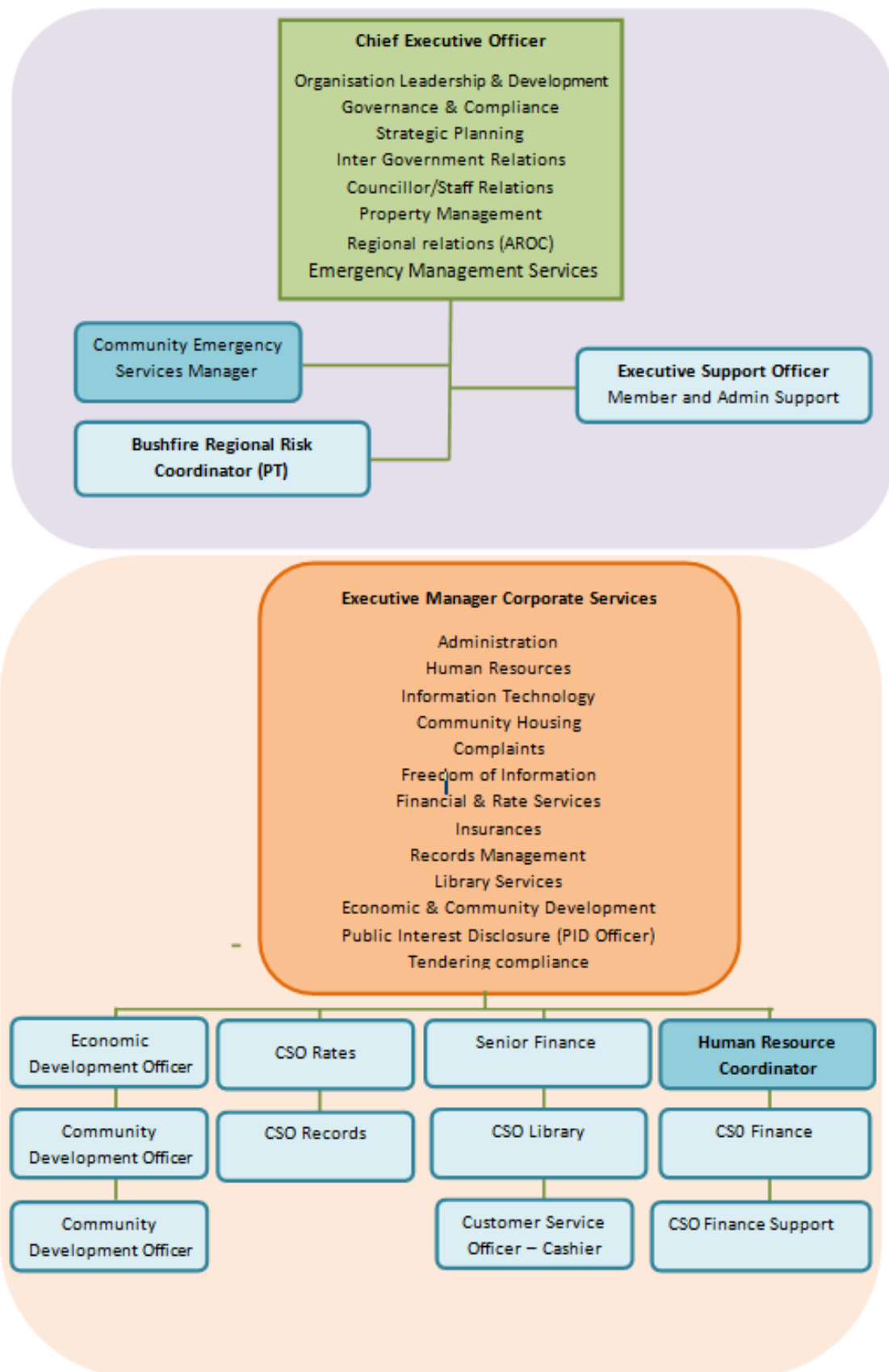
This has been developed based on clear messages from the community that focus on living, working and playing in a thriving, diverse community in harmony with the natural environment.

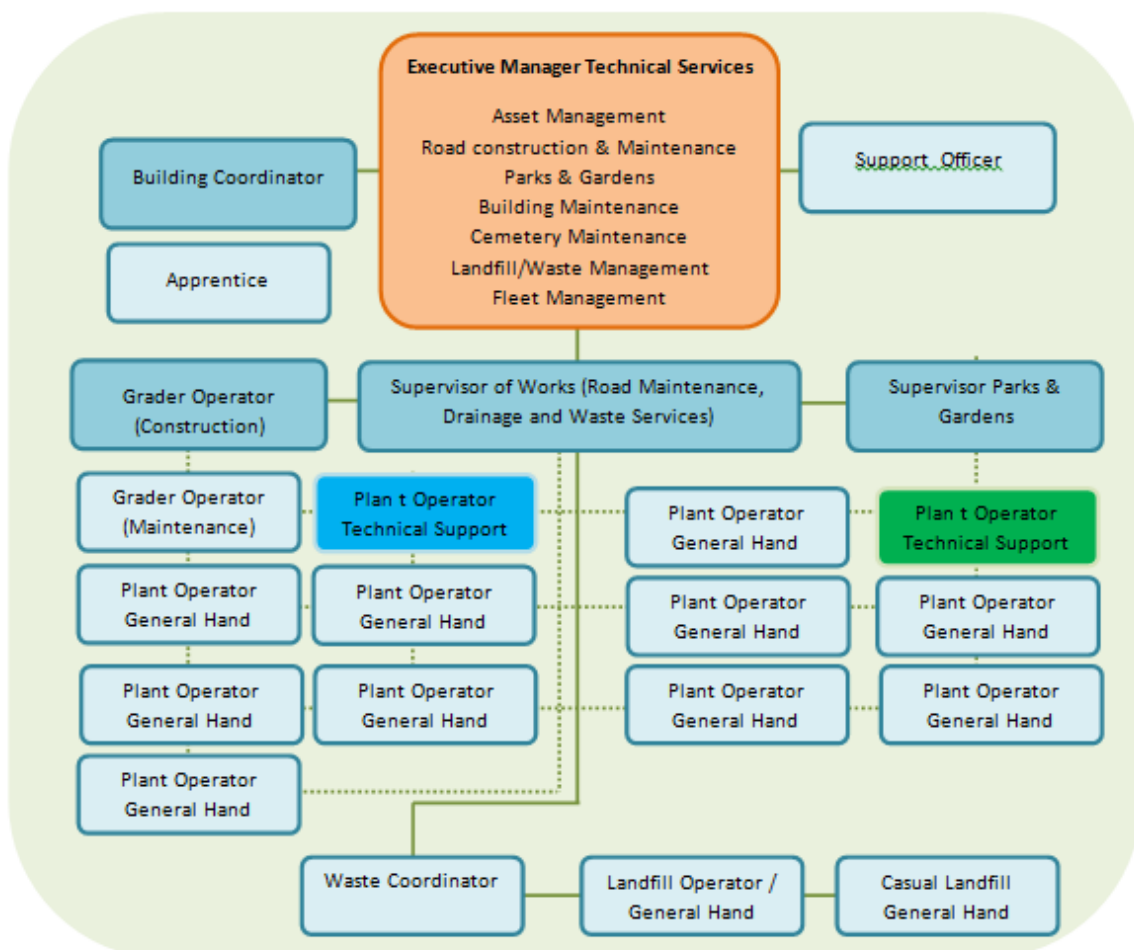
- We will plan for our growing communities.
- We will value and look after our natural environment and habitat.
- We will advocate and partner with government and service providers ensuring future services in the local community.
- We will connect our diverse communities.

### Values

- Excellence - a culture of achieving high quality outputs and service delivery
- Customer Focus - catering for the needs of our customers, and to achieve positive outcomes
- Integrity - acting with honesty, respect, and in a transparent manner
- Respect - recognising and acknowledge individuals, their opinions, and contributions
- Valuing our Staff – a commitment to fostering an enthusiastic, dedicated workforce, with appropriate skills to carry out tasks and to provide services to our community
- Consistency - consistency in dealings with all persons and organisations
- Communication - plain and clear exchange of information, in a timely manner; open and effective communication; aiming for a non-adversarial approach to dispute resolution
- Continuous Improvement - continue to pursue innovation and stay abreast of change.

Organisation Structure





## Attachments

The following supporting documents are attached:

- Attachment 1. Five Year Capital Projects Schedule
- Attachment 2. Preliminary Five Year Financial Forecast (to be updated as part of the Long Term Financial Plan Review)
- Attachment 3. Roads Asset Management Plan – Summary Document
- Attachment 4. Buildings Asset Management Plan – Summary Document
- Attachment 5. Ten Year Road Network Program
- Attachment 6. Ten Year Buildings Program
- Attachment 7. Ten Year Fleet Replacement Program
- Attachment 8. Strategic Community Plan Priorities



Capital Projects Listing												
Source - Long Term Financial Plan 2013-2028												
Infrastructure Type	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Totals (17/18-26/27)
<b>Roads</b>												
Road Reseals	69,458	218,791	280,782	190,830	168,852	147,746	310,266	180,000	185,760	191,704	197,839	
Rural Road Reconstruction	996,544	980,284	867,387	1,214,341	1,370,688	930,474	878,595	906,710	935,725	965,668	996,569	
Town Streets	232,822	437,418	1,323,853	1,007,856	1,086,469	1,333,393	1,291,169	1,050,486	1,071,495	1,092,926	1,114,784	
Gravel Road Reconstruction	148,697	157,833	230,050	271,570	236,393	270,448	282,885	207,229	211,374	215,601	219,913	
<i>Roads Sub-Total</i>	<i>1,447,521</i>	<i>1,794,326</i>	<i>2,702,072</i>	<i>2,684,597</i>	<i>2,862,402</i>	<i>2,682,061</i>	<i>2,762,915</i>	<i>2,344,425</i>	<i>2,404,354</i>	<i>2,465,899</i>	<i>2,529,105</i>	<b>25,232,156</b>
<b>Bridges and Culverts</b>												
Bridges	150,000	550,000	150,000	250,000								
<b>Buildings</b>												
Chinkabee Sports Complex		220,000										
Brockman Centre												
Muchea Hall	24,500	7,500	50,000		7,500							
Lower Chittering Sports Facility	4,000,000											
Wannamal Community Centre		30,260			30,000							
New Rec Facilities (Bindoon)				6,000,000								
<b>Other Infrastructure</b>												
Clune Park			5,000		6,000							
John Glenn Park	5,000											
Sandown Park												
Wannamal Tennis Centre					180,000							
Bindoon Hall												
<b>Plant and Equipment</b>												
Plant Renewal	1,414,430	1,133,114	862,534	933,771	1,013,185	1,023,697	1,614,148	807,443	1,446,205	998,503	2,513,190	<b>12,345,790</b>
<i>Sub-Total</i>	<i>7,041,451</i>	<i>3,735,200</i>	<i>3,769,606</i>	<i>9,868,368</i>	<i>4,099,087</i>	<i>3,705,758</i>	<i>4,377,063</i>	<i>3,151,868</i>	<i>3,850,559</i>	<i>3,464,402</i>	<i>5,042,295</i>	

<b>Buildings</b>												
Asset Preservation	58,526	58,526	57,000	80,600	71,016	110,000	127,720	206,075	141,151	205,188	38,139	<i>1,095,415</i>
<b>TOTAL</b>	<b>7,099,977</b>	<b>3,793,726</b>	<b>3,826,606</b>	<b>9,948,968</b>	<b>4,170,103</b>	<b>3,815,758</b>	<b>4,504,783</b>	<b>3,357,943</b>	<b>3,991,710</b>	<b>3,669,590</b>	<b>5,080,434</b>	<b>46,159,621</b>

*Total Expenditure for Ten Years from 2017-18 to 2026-27* **46,159,621**

*Average Annual Expenditure for Ten Years 2017-18 to 2026-27* **4,615,962**

Capital Project Listing Source - Sport & Recreation Plan 2012-2022 and Trails Network Masterplan 2013-2023										
Project / Building	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22		Funding Dissection		
								Shire	Grant	Other
<b>Clune Park</b>										
Skate Park Upgrade		50,000						50,000		
Teenage Play Equip / Outdoor Gym			50,000					50,000		
<b>Agricultural Society</b>										
Gray Rd Ag Society Land - Stage 3										
<b>Sandown Park</b>										
Ablution Block		120,000						120,000		
Reticulation		150,000						50,000	50,000	50,000
<b>John Glenn Park</b>										
Skate Park Upgrade			50,000					50,000		
Teenage Play Equip / Outdoor Gym			50,000					50,000		
Court upgrade					15,000			15,000		
Replace Shade Sails						18,000		18,000		
<b>Chinkabee Sporting Complex</b>										
Cricket pitch resurface		10,000						10,000		
Resurface Courts & Bowling Green		220,000						74,000	73,000	73,000
<b>Muchea Hall</b>										
Sand & seal timber floors	10,000									
Replace carpet to practice nets	7,000									
Resurface Netball Courts			120,000					40,000	80,000	
Pavillion & Changeroom Extension		98,000								
Equipment Upgrade		10,000						10,000		

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22		Funding Dissection		
<b>Lower Chittering</b>										
CCTV for Hall		18,500						3,700	14,800	
Disabled Toilet / Portable Change Rm		75,000						45,000	30,000	
Kitchen Upgrade		9,000						9,000		
Regional Rec/Community Facility				6,500,000				2,500,000	4,000,000	
<b>Wannamal Community Centre</b>										
Upgrade fencing to courts				30,000						
Resurface tennis courts				180,000				120,000	60,000	
Equipment Upgrade				10,000				10,000		
<b>Brockman Centre</b>										
Stage 2		38,000						10,000	20,000	8,000
Stage 3			20,000					10,000	10,000	
<b>Sussex Bend</b>										
Skateboard Park			50,000					50,000		
<b>Aquilla Reserve</b>										
Shade Sail			30,000					30,000		
<b>Bindoon</b>										
Indoor / Outdoor Gym				40,000				40,000		
<b>Trails Netowk Masterplan</b>										
Blackboy Ridge Trail Design	15,500	14,125						14,125	15,500	
Mountain Bike Trail			22,000					11,000	11,000	
Wannamal Trail Enhancement			20,940					10,470	10,470	
<b>Total</b>	<b>32,500</b>	<b>812,625</b>	<b>412,940</b>	<b>6,760,000</b>	<b>15,000</b>	<b>18,000</b>		<b>3,400,295</b>	<b>4,374,770</b>	<b>131,000</b>

## ATTACHMENT 1

Capital Works Program - Corporate Business Plan (2017-2021)															
Combined Listing sourced from Sport and Recreation Plan, Trails Network Masterplan, Roads Program, Buildings Program, Fleet Program, Long Term Financial Plan and Proposed New Initiatives															
Infrastructure Type / Location	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Total	Funding Dissection			Check Total
												Shire	Grant	Other	
<b>Road Network Program</b>															
Rural Road Gravel Reconstruction	93,700	177,627	148,012	160,542	180,304	226,658	203,481	192,256	203,310	201,607	1,787,497	1,787,497			1,787,497
Rural Road/Town Street Reseal	295,526	373,015	339,754	315,752	328,648	336,060	353,908	336,541	400,708	304,271	3,384,182	3,384,182			3,384,182
Rural Road Reconstruction	1,776,404	991,601	988,804	874,166	487,818	424,503	881,829	731,273	745,898	760,816	8,663,112	3,663,112	5,000,000		8,663,112
Town Streets Reconstruction	352,079	475,148	700,051	768,979	672,307	857,192	676,153	713,458	727,727	804,138	6,747,232	3,047,232	3,700,000		6,747,232
Bridges	160,629	-	150,000	250,000	-						560,629	560,629			560,629
<i>Roads Sub-Total</i>	<i>2,678,338</i>	<i>2,017,391</i>	<i>2,326,620</i>	<i>2,369,439</i>	<i>1,669,077</i>	<i>1,844,413</i>	<i>2,115,371</i>	<i>1,973,528</i>	<i>2,077,643</i>	<i>2,070,832</i>	<i>21,142,651</i>	<i>12,442,651</i>	<i>8,700,000</i>		<i>21,142,651</i>
<b>Plant Replacement Program</b>	27,727	548,955	345,273	621,364	127,636	629,682	582,364	316,091	358,364	122,727	3,680,183	3,680,183			3,680,183
<b>Building Asset Preservation Program</b>	58,526	57,000	80,600	71,016	110,000	127,720	206,075	141,151	205,188	38,139	1,095,415	1,095,415			1,095,415
<b>Council Facilities</b>															
New Customer Service / Office Refit	48,000	48,000									96,000	96,000			96,000
Records Storage	20,000										20,000	20,000			20,000
IT server / IT systems upgrade	100,000	50,000									150,000	150,000			150,000
Depot Relocation							100,000	1,000,000			1,100,000	1,100,000			1,100,000
<b>Bindoon</b>															
Acquire land - Binda Place Access	665,000										665,000	665,000			665,000
CCTV - Binda Place / Admin Building	44,128														
Place Making Plan for Bindoon	28,000										28,000	28,000			28,000
Business Case - Caravan Facilities	10,000										10,000	10,000			10,000
Camping / Caravan Facilities		20,000	100,000	200,000	200,000				200,000	200,000	920,000	920,000			920,000
Clune Park Upgrades		40,000				40,000				40,000	120,000	120,000			120,000
Trail upgrade - rear of businesses		40,000													
Town Park Development		130,000	100,000												
<b>Lifestyle Village Development</b>															
Feaibility / Business Case	10,000										10,000	10,000			10,000
Re-purchase Land (offset by disposals)		500,000									500,000	500,000			500,000
Stage 1 Development		200,000	2,800,000								3,000,000	3,000,000			3,000,000
Stage 1 Sales			-1,250,000	-1,250,000							-2,500,000	-2,500,000			-2,500,000
Stages 2-6 Development				2,000,000	2,000,000	2,000,000	2,000,000	2,000,000			10,000,000	10,000,000			10,000,000
Stage 2-6 Sales				-1,250,000	-2,500,000	-2,500,000	-2,500,000	-2,500,000	-1,250,000		-12,500,000	-12,500,000			-12,500,000
Community Infrastructure									1,000,000		1,000,000	1,000,000			1,000,000

Infrastructure Type / Location	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Total	Shire	Grant	Other	Check Total
<b>Chinkabee Sporting Complex</b>															
Acquire land for expansion	62,500	68,125	66,250	64,375							261,250	261,250			261,250
Resurface Outdoor Courts	40,000								40,000						
Community Gymnasium			10,000	150,000							160,000	50,000	50,000	50,000	150,000
Minor New Works Allocation		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000					
Cricket pitch resurface		10,000							10,000		20,000	20,000			20,000
Masterplan for Sport & Rec Facilities		10,000													
Implementation of Masterplan				250,000	250,000							250,000	250,000		500,000
<b>Brockman Centre</b>															
Access ramps and paths		38,000									38,000	10,000	20,000	8,000	38,000
Minor New Works Allocation			10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	80,000	80,000			80,000
Replace Arts Building				20,000	300,000	200,000					520,000	320,000	200,000		520,000
<b>Muchea</b>															
Ablution Block (Sandown Park)	240,000										240,000	120,000		120,000	240,000
Pavillion	78,000										78,000	78,000			78,000
Resurface Netball Courts	30,000								30,000		60,000	60,000			60,000
CCTV for Hall and Park	6,950														
BMX / Skate Park (John Glenn Park)	10,000	70,000	80,000								160,000	90,000	70,000		160,000
Cricket Practice Nets		75,000									75,000	29,000	23,000	23,000	75,000
Changeroom Extension		10,000	90,000								100,000	40,000	30,000	30,000	100,000
Equipment Upgrades		10,000					10,000				20,000	20,000			20,000
Community Gymnasium				10,000	150,000						160,000	60,000	50,000	50,000	160,000
Retic and Lighting (Sandown Park)				50,000	100,000						150,000	50,000	50,000	50,000	150,000
Muchea Entrance Signage		20,000									20,000	20,000			20,000
Minor New Works Allocation				10,000	10,000	10,000	10,000	10,000	10,000	10,000	70,000	70,000			70,000
<b>Lower Chittering</b>															
CCTV for Hall	7,582										7,582	3,700	14,800		18,500
Equipment Upgrades		10,000					10,000				20,000	20,000			20,000
Land Swap / Agreement with IHC	20,000										20,000	20,000			20,000
Sports & Rec Facility Concept Design	50,000										50,000	50,000			50,000
Regional Sports & Rec Facility - St 1		100,000	6,000,000								6,100,000	2,600,000	2,000,000	1,500,000	6,100,000
Regional Sports & Rec Facility - St 2					100,000	6,000,000					6,100,000	2,600,000	2,000,000	1,500,000	6,100,000
<b>Wannamal</b>															
Lock-up Storage Shed for Rest Area		5,000									5,000	5,000			5,000
Minor Works Allocation			5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	45,000			45,000
Resurface tennis courts					180,000						180,000	120,000	60,000		180,000
Equipment Upgrades		10,000					10,000				20,000	20,000			20,000
Trail Enhancement		20,940									20,940	20,940			20,940

Infrastructure Type / Location	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Total	Shire	Grant	Other	Check Total
<b>Trails / Reserves</b>															
Memorial Gardens at Cemetary	5,000	20,000									25,000	25,000			25,000
Black Boy Ridge Trail Upgrades	20,000	30,000									50,000	50,000			50,000
Blackboy Ridge New Trails						20,000	30,000				50,000	50,000			50,000
Carty Reserve to Bindoon Trail - St 1	10,000	20,000	50,000	50,000	50,000						180,000	120,000	60,000		180,000
Carty Reserve to Bindoon Trail - St 2						10,000	20,000	50,000	50,000	50,000	180,000	120,000	60,000		180,000
Chittering Lake - Lakeview Park				20,000	150,000	150,000					320,000	320,000			320,000
Mountain Bike Park		10,000	100,000	100,000	100,000	100,000	100,000	100,000			610,000	310,000	300,000		610,000
Madden Road POS - Nature Park		5,000	50,000												
<b>Ongoing Reserve Allocations</b>															
Rec Development (Lower Chittering)	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	2,000,000	2,000,000			2,000,000
Waste Management	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,000,000	1,000,000			1,000,000
Sewerage	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000	500,000			500,000
Sub-Total	4,619,751	4,553,411	11,323,743	3,861,194	3,371,713	9,006,815	3,068,810	3,465,770	3,106,195	2,906,698	48,193,021	31,465,139	13,937,800	3,331,000	48,733,939

<b>Land Disposals</b>															
Lot 168 Binda Place (Subdivision)		40,000									40,000				
Lot 168 Binda Place (Disposal)		-350,000									-350,000				
6169 Great Northern Highway		-300,000									-300,000				
Lot 14 Wells Glover Rd		-120,000									-120,000				
Lot 104 Gray Rd (Highway Resumption)		-200,000									-200,000				
Lot 104 Gray Rd (Subdivision)		30,000									30,000				
Lot 104 Gray Road (Disposal)			-300,000								-300,000				
131 Muchea East Road (Remediation)		40,000									40,000				
131 Muchea East Road (Disposal)			-400,000								-400,000				
Lot 8017 on DP400412 (IHC) - Purchase		20,000									20,000				
Lot 8017 on DP400412 (IHC) - Disposal			-280,000								-280,000				
Existing Depot in Bindoon - Disposal								-600,000			-600,000				
Sub-Total		-840,000	-980,000								-2,420,000				

TOTAL	4,619,751	3,713,411	10,343,743	3,861,194	3,371,713	9,006,815	3,068,810	3,465,770	3,106,195	2,906,698	45,773,021	31,465,139	13,937,800	3,331,000	46,313,939
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Average Annual Expenditure for Ten Years 2017-18 to 2026-27

4,577,302

Average Annual Expenditure less Grants and Other Sources of Funding

3,146,514



## Statement of Comprehensive Income by Program – for the period 2017-2022

## ATTACHMENT 2

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	\$	\$	\$	\$	\$	\$
<b>Revenue</b>						
Governance	33,958	12,558	12,935	13,323	13,722	14,134
General purpose funding	6,652,481	6,277,067	6,465,379	6,659,340	6,859,121	7,064,894
Law, order, public safety	388,940	509,060	524,332	540,062	556,264	572,952
Health	47,275	57,265	58,983	60,752	62,575	64,452
Education and welfare	22,550	26,775	27,578	28,406	29,258	30,135
Housing	161,617	170,155	175,260	180,517	185,933	191,511
Community amenities	955,106	971,199	1,000,335	1,030,345	1,061,255	1,093,093
Recreation and culture	102,038	47,999	49,439	50,922	52,450	54,023
Transport	106,446	107,728	110,960	114,289	117,717	121,249
Economic services	108,528	258,058	265,800	273,774	281,987	290,447
Other property and services	106,312	42,500	43,775	45,088	46,441	47,834
	8,685,251	8,480,364	8,734,775	8,996,818	9,266,723	9,544,724
<b>Expenses Excluding Finance Costs</b>						
Governance	-1,095,485	-815,758	-840,231	-865,438	-891,401	-918,143
General purpose funding	-224,504	-227,186	-234,002	-241,022	-248,252	-255,700
Law, order, public safety	-1,133,802	-1,236,403	-1,273,495	-1,311,700	-1,351,051	-1,391,582
Health	-352,386	-350,694	-361,215	-372,051	-383,213	-394,709
Education and welfare	-93,686	-106,108	-109,291	-112,570	-115,947	-119,425
Housing	-301,833	-328,509	-338,364	-348,515	-358,971	-369,740
Community amenities	-2,046,022	-2,164,242	-2,229,169	-2,296,044	-2,364,926	-2,435,873
Recreation and culture	-1,235,039	-1,301,602	-1,340,650	-1,380,870	-1,422,296	-1,464,965
Transport	-4,446,816	-4,486,902	-4,621,509	-4,760,154	-4,902,959	-5,050,048
Economic services	-616,195	-920,888	-653,721	-673,333	-693,533	-714,339
Other property and services	-46,104	-28,452	-29,306	-30,185	-31,090	-32,023
	-11,564,872	-11,966,744	-12,030,953	-12,391,882	-12,763,638	-13,146,547
<b>Finance Costs</b>						
Governance	0	-2,000				
Health	-26,785	-25,676				
Housing	-11,220	-9,127				
Recreation and culture	-5,512	-3,589				
Transport	-12,489	-11,972				
Economic Services	0	-14,900				
	-56,006	-67,264	0	0	0	0
Non-operating Grants, subsidies	2,515,944	1,337,484	1,377,609	1,418,937	1,461,505	1,505,350
Other Comprehensive Income	280,000	0				
(Loss) on disposal of assets	-8,936	-62,706	1,000,000	500,000	0	0
	2,787,008	1,274,778	2,377,609	1,918,937	1,461,505	1,505,350
<b>TOTAL COMPREHENSIVE INCOME</b>	-148,619	-2,278,866	-918,570	-1,476,127	-2,035,410	-2,096,473

**Forecast Statement of Comprehensive Income by Type - for the period 2017 - 2022**

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	\$	\$	\$	\$	\$	\$
<b>FUNDING FROM OPERATIONAL ACTIVITIES</b>						
<b>Revenues</b>						
Rates	5,268,496	5,435,077	5,598,129	5,766,073	5,939,055	6,117,227
Operating grants, subsidies & contributions	1,574,733	1,271,542	1,309,688	1,348,979	1,389,448	1,431,132
Fees and charges	1,367,224	1,389,012	1,430,682	1,473,603	1,517,811	1,563,345
Interest earnings	142,700	140,602	144,820	149,165	153,640	158,249
Other revenue	332,098	244,131	251,455	258,999	266,769	274,772
	8,685,251	8,480,364	8,734,775	8,996,818	9,266,723	9,544,724
<b>Expenses</b>						
Employee costs	-3,648,634	-3,204,609	-3,300,747	-3,399,770	-3,501,763	-3,606,816
Materials and contracts	-2,642,221	-3,433,471	-3,536,475	-3,642,569	-3,751,846	-3,864,402
Utility charges (electricity, gas, water etc.)	-130,933	-143,934	-148,252	-152,700	-157,281	-161,999
Depreciation on non-current assets	-4,564,872	-4,629,753	-4,768,646	-4,911,705	-5,059,056	-5,210,828
Interest expense	-56,006	-67,264	-69,282	-71,360	-73,501	-75,706
Insurance expense	-197,442	-177,206	-182,522	-187,998	-193,638	-199,447
Other expenditure	-380,770	-377,781	-389,114	-400,788	-412,811	-425,196
	-11,620,878	-12,034,018	-12,395,039	-12,766,890	-13,149,896	-13,544,393
	-2,935,627	-3,553,654	-3,660,264	-3,770,072	-3,883,174	-3,999,669
Non-operating grants, subsidies	2,515,944	1,337,484				
Profit on asset disposals	280,000	0				
Loss on asset disposals	-8,936	-62,706				
Loss on revaluation of non-current assets	0	0				
<b>Net Result</b>	-148,619	-2,278,876	-3,660,264	-3,770,072	-3,883,174	-3,999,669
<b>Other comprehensive income</b>	0	0	0	0	0	0
<b>TOTAL COMPREHENSIVE INCOME</b>	-148,619	-2,278,876	-3,660,264	-3,770,072	-3,883,174	-3,999,669



**Forecast Statement of Financial Position - for the period 2017 - 2022**

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
	\$	\$	\$	\$	\$	\$
<b>CURRENT ASSETS</b>						
Cash and Equivalents	3,151,551	3,753,114				
Trade and Other Receivables	389,372	888,720				
Inventories	3,540	5,706				
<b>TOTAL CURRENT ASSETS</b>	<b>3,544,463</b>	<b>4,647,540</b>				
<b>NON-CURRENT ASSETS</b>						
Investments	42,500	42,500				
Other Receivables	34,957	51,449				
Property Plant and Equipment	29,984,906	30,358,930				
Infrastructure	103,130,874	103,874,306				
<b>TOTAL NON-CURRENT ASSETS</b>	<b>133,193,237</b>	<b>134,327,185</b>				
<b>TOTAL ASSETS</b>	<b>136,737,700</b>	<b>138,974,725</b>				
<b>CURRENT LIABILITIES</b>						
Trade and Other Payables	187,755	222,018				
Current Portion of Long-term Liabilities	85,892	82,355				
Provisions	472,933	497,807				
<b>TOTAL CURRENT LIABILITIES</b>	<b>746,580</b>	<b>802,180</b>				
<b>NON-CURRENT LIABILITIES</b>						
Long-term Borrowings	1,097,595	1,018,765				
Provisions	147,099	151,975				
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,244,694</b>	<b>1,170,740</b>				
<b>TOTAL LIABILITIES</b>	<b>1,991,274</b>	<b>1,972,920</b>				
<b>NET ASSETS</b>	<b>134,746,426</b>	<b>137,001,805</b>				
<b>EQUITY</b>						
Retained Surplus	55,992,517	56,361,998				
Reserves - Cash Backed	1,336,877	1,590,116				
Revaluation surplus	77,417,032	79,049,691				
<b>TOTAL EQUITY</b>	<b>134,746,426</b>	<b>137,001,805</b>				

## SHIRE OF CHITTERING



### Roads

## Asset Management Plan Summary Document



Extracts from Version 2.0 of the Roads Asset Management Plan dated October 2017

## Background

This document contains relevant extracts from the Shire of Chittering Roads Asset Management Plan which was updated in October 2017 and discussed with Council at a Briefing Session on 1 November 2017. Council was briefed regarding the draft asset plan and road network model on 29 Nov 2016. However, they form an important part of the long term planning process and are a critical part of the Long Term Financial Planning process.

The Road Asset Management Plan has been developed to promote and establish sustainable financial management and continuous improvement of the Shires' infrastructure assets. It covers roads, culverts, car parks, storm water channel (kerbing) and drainage. The data utilised in the creation of the Asset Management Plan is based on the Shires operational asset register contained within RAMM that was subject to management evaluation with future renewals be determined based on the Shire's road hierarchy and associated service levels. The condition ratings were established as a result of a full network assessment conducted by Talis Consultants in February 2017.

The AMP covers a 10 year period from 2017-2018 to 2026-2027.

The Road Infrastructure asset category is the Shire's highest value asset class. The table below provides further information on the various asset groups within this class.

ASSET GROUP	2016-17 Length (m)	2016-17 Area (m <sup>2</sup> )	2016-17 REPLACEMENT COST
Roads – Subgrade <sup>1</sup>	120,323	409,412 m <sup>2</sup>	\$27.28m
Roads – Pavement	118,023	674,660 m <sup>2</sup>	\$57.87m
Roads – Seal	294,145	2,116,970 m <sup>2</sup>	\$30.20m
Roads – Concrete/Asphalt	361	2,527 m <sup>2</sup>	\$0.06m
Kerbing	56,472		\$3.62m
Drainage			\$3.12m
Culverts			\$3.06m
			<b>\$125.21m</b>

## Future Growth and Demand

The major factor impacting demand for Shire transport assets is increasing population. Census statistics released by ABS indicate that the Shires population in 2016 was 5,472 persons, an increase of 941 persons since 2011 (4,531), being an increase of 20.77% per annum over the five years since 2011, or 4.15% per annum.

The WA Tomorrow 2012 Report, using Band B projections, forecasts that the Shires population will reach 8,000 by 2026. The projected increase in population levels indicate that there will be further development and subdivision of land for residential and lifestyle lots. This development will result in increased local road network infrastructure over the next 10 years, which the Shire will be responsible for servicing and renewing.

## Lifecycle Management

The lifecycle management section details how the Shire plans to manage and operate both current and future assets to the agreed levels of service whilst optimising life cycle costs.

- Maintenance expenditure levels are considered to be adequate to meet current service levels
- Maintenance work represents 70% of the total roads maintenance expenditure for 2016/17.
- Current expenditure for Operations and Maintenance is \$1,066,417 per year.
- By 2026/27 required expenditure for Operations and Maintenance is expected to be around \$1,378,0500 per year.

<sup>1</sup> The subgrade or formation of the road network has not be condition rated and is not depreciable.



## Routine Maintenance Plan

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

Maintenance includes reactive, planned and specific maintenance work activities. Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions.

Planned maintenance is repair work that is identified and managed through a maintenance management system (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.

Specific maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including culverts and pipes, etc. This work may generally falls below the capital/maintenance threshold but may require a specific budget allocation. Actual past maintenance expenditure is shown below.

### Maintenance Expenditure Trends

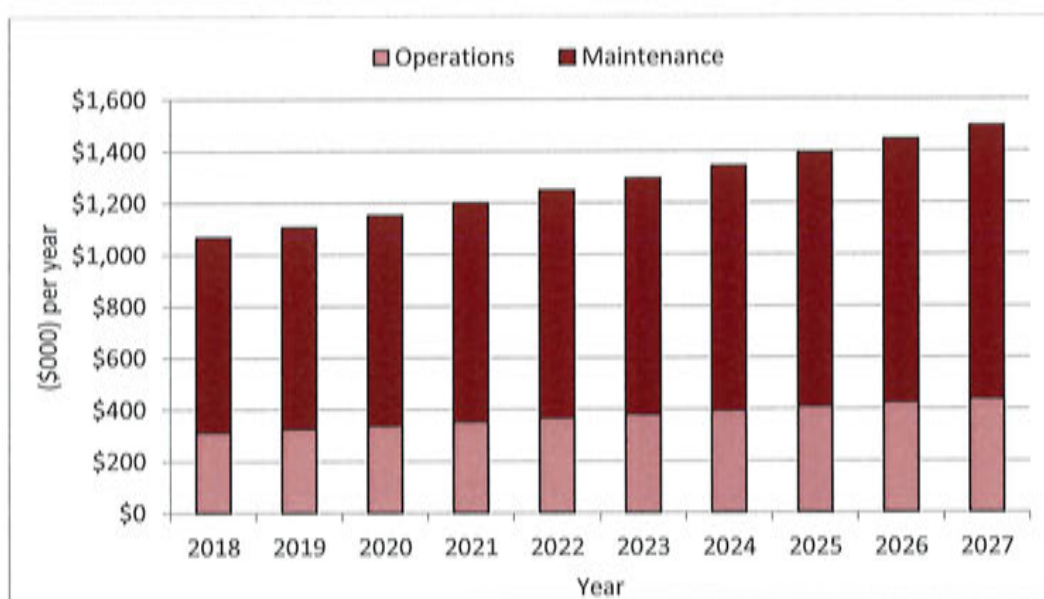
Year	Maintenance Expenditure
2014/2015	\$1,135,760
2015/2016	\$1,111,851
2016/2017	\$1,066,417

Current maintenance expenditure levels are based on historical data to meet the basic level of service, and are considered to be inadequate to meet required service levels. Future revision of this asset management plan will include linking required maintenance expenditures with required service levels. Assessment and prioritisation of reactive maintenance is undertaken by operational staff using experience and judgement.

### Summary of future operations and maintenance expenditures

Future operations and maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Figure 1. Note that all costs are shown in 2017 dollar values.

Figure 1: Projected Operations and Maintenance Expenditure



## Renewal/Replacement Plan

Renewal expenditure is major work that does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

### Renewal plan

Assets requiring renewal are identified from one of three methods provided in the 'Expenditure Template'.

- Method 1 uses Asset Register data to project the renewal costs for renewal years using acquisition year and useful life, or
- Method 2 uses capital renewal expenditure projections from external condition modelling systems (such as Pavement Management Systems), or
- Method 3 uses a combination of average *network renewals* plus *defect repairs* in the *Renewal Plan* and *Defect Repair Plan* worksheets on the 'Expenditure template'.

Method 2 was used for this asset management plan.

The Shire is currently developing the ranking criteria to be used to determine priority of identified renewal proposals and will be included in future revisions of this Plan.

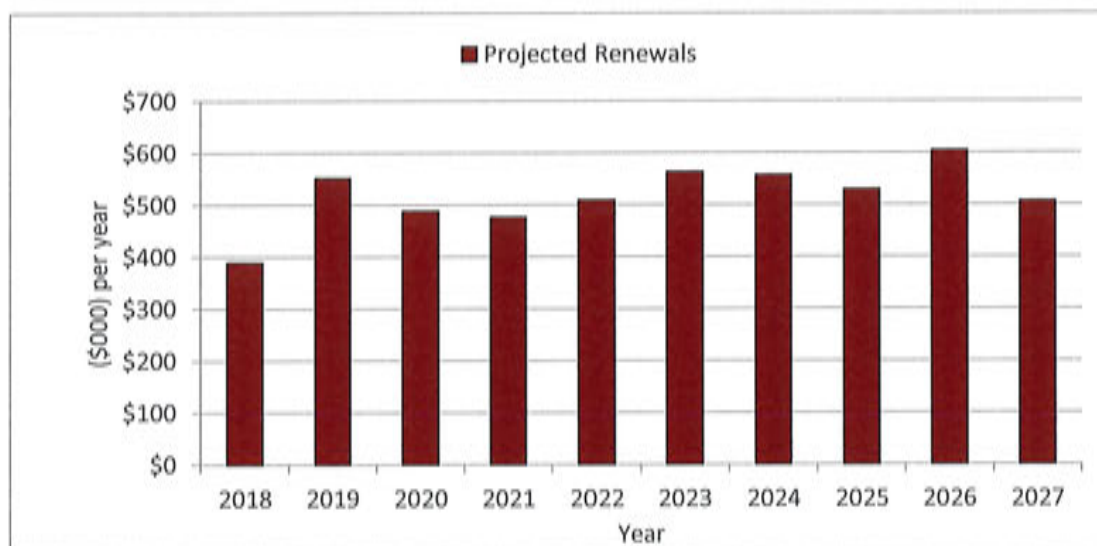
Renewals are funded from capital works programs and grants where available.

### Summary of projected renewal expenditure

Projected future renewal expenditures are forecast to increase over time as the asset stock ages. The costs are summarised in Figure 2. Note that all costs are shown in 2017 dollar values.

The projected capital renewal program is shown in Appendix B.

**Figure 2: Projected Capital Renewal Expenditure**



## Creation/Acquisition/Upgrade Plan

New works are those works that create a new asset that did not previously exist, or works, which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to the Shire from land development. These assets from growth are considered in Section 4.4.

### Selection criteria

New assets and upgrade/expansion of existing assets are identified from various sources such as councillor or community requests, proposals identified by strategic plans or partnerships with other organisations. Candidate proposals are inspected to verify need and to develop a preliminary estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programmes. The Shire is currently developing the ranking criteria to be used to determine priority of future upgrade and new assets, and will be included in future revisions of this Plan.

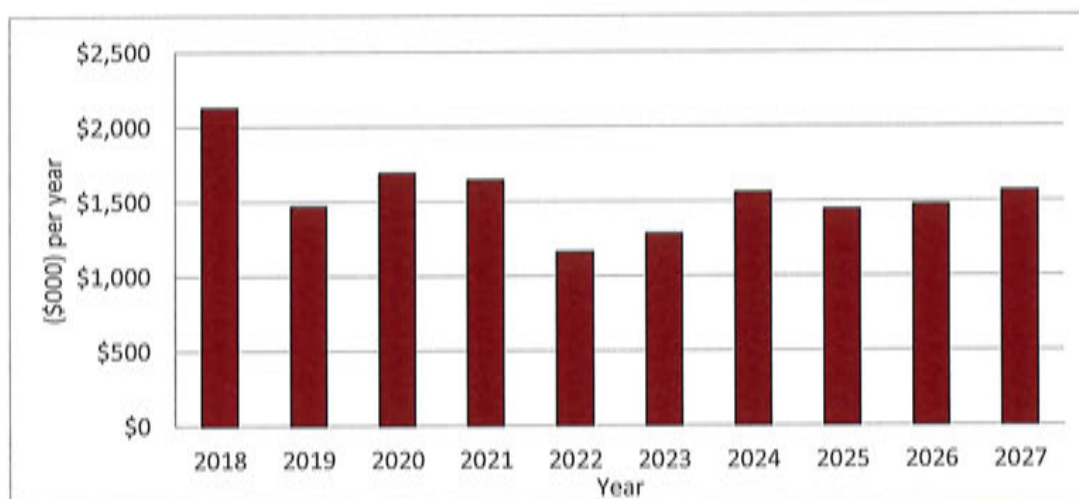
### Standards and specifications

Standards and specifications for new assets and for upgrade/expansion of existing assets are the same as those for renewal shown in Section 5.4.2.

### Summary of projected upgrade/new assets expenditure

Projected upgrade/new asset expenditures are summarised in Figure 3. The projected upgrade/new capital works program is shown in Appendix C. All costs are shown in current 2017 dollar values.

**Figure 3: Projected Capital Upgrade/New Asset Expenditure**





## Financial Summary

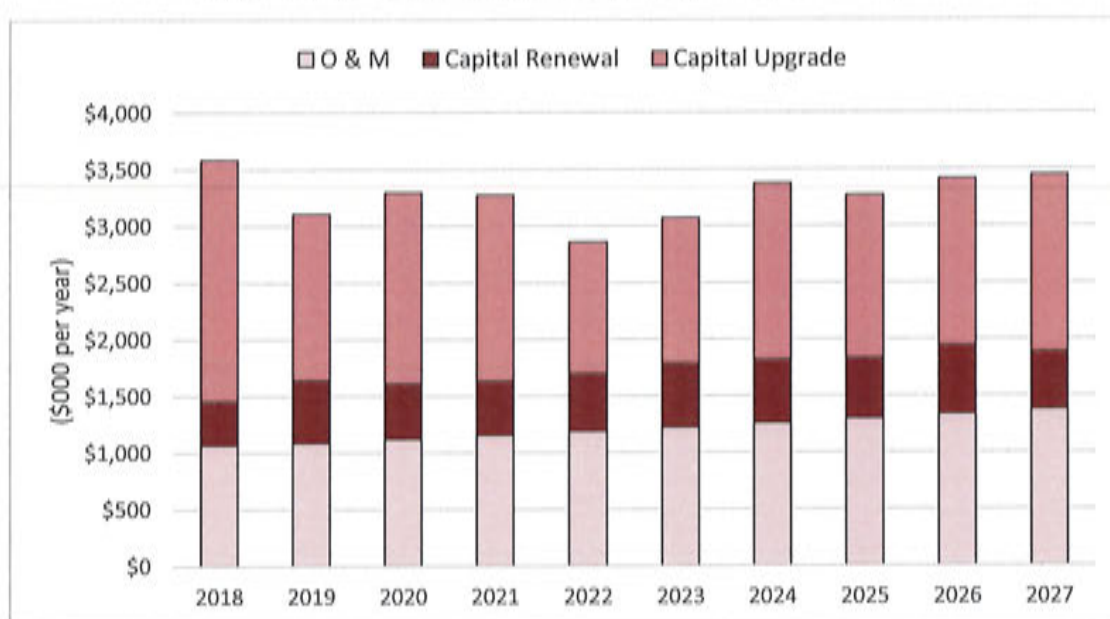
This section contains the financial requirements resulting from all the information presented in the previous sections of this asset management plan. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

## Financial Statements and Projections

The financial projections are shown in Figure 4 for projected operating (operations and maintenance), capital renewal expenditure and capital upgrade/expansion/new assets, net disposal expenditure and estimated budget funding.

Note that all costs are shown in 2017 dollar values.

**Figure 4: Projected Operating and Capital Expenditure and Budget**



## Financial sustainability in service delivery

There are three key indicators for financial sustainability that have been considered in the analysis of the services provided by this asset category, these being long term life cycle costs/expenditures and medium term projected/budgeted expenditures over 5 and 10 years of the planning period.

### Short Term – 5 year financial planning period

The projected operations, maintenance and capital renewal expenditure required over the first 5 years of the planning period is \$1,637,000 per year.

Estimated (budget) operations, maintenance and capital renewal funding is \$1,917,000 per year giving a 5 year funding surplus of \$280,000 per year. This is 117% of projected expenditures giving a 5 year sustainability indicator of 1.17.

### **Medium term – 10 year financial planning period**

This asset management plan identifies the projected operations, maintenance and capital renewal expenditures required to provide an agreed level of service to the community over a 10 year period. This provides input into 10 year financial and funding plans aimed at providing the required services in a sustainable manner.

These projected expenditures may be compared to budgeted expenditures in the 10 year period to identify any funding shortfall. In a core asset management plan, a gap is generally due to increasing asset renewals for ageing assets.

The projected operations, maintenance and capital renewal expenditure required over the 10 year planning period is \$1,791,000 per year.

Estimated (budget) operations, maintenance and capital renewal funding is \$1,779,000 per year giving a 10 year funding shortfall of **(\$13,000)** per year and a 10 year sustainability indicator of 0.99. This indicates that the Shire has 99% of the projected expenditures needed to provide the services documented in the asset management plan.

### **Long term - Life Cycle Cost**

Life cycle costs (or whole of life costs) are the average costs that are required to sustain the service levels over the longest asset life. Life cycle costs include operations and maintenance expenditure and asset consumption (depreciation expense). The life cycle cost for the services covered in this asset management plan is \$4,042,000 per year (operations and maintenance expenditure plus depreciation expense in year 1).

Life cycle costs can be compared to life cycle expenditure to give an indicator of sustainability in service provision. Life cycle expenditure includes operations, maintenance and capital renewal expenditure in year 1. Life cycle expenditure will vary depending on the timing of asset renewals. The life cycle expenditure at the start of the plan is \$1,618,000 (operations and maintenance expenditure plus budgeted capital renewal expenditure in year 1).

A shortfall between life cycle cost and life cycle expenditure is the life cycle gap.

The long term life cycle gap for services covered by this asset management plan is **-\$2,424,000** per year (-ve = gap, +ve = surplus). Life cycle expenditure is 40% of life cycle costs giving a life cycle sustainability index of 0.40.

The life cycle costs and life cycle expenditure comparison highlights any difference between present outlays and the average cost of providing the service over the long term. If the life cycle expenditure is less than that life cycle cost, it is most likely that outlays will need to be increased or cuts in services made in the future.

Based on current expenditure trends, depreciation methodologies employed, and investment levels in renewal of transport assets, the long term life cycle cost analysis predicts that the Shires transport asset base will deteriorate, or be consumed, at a faster rate than what it is being renewed/replaced.

Knowing the extent and timing of any required increase in outlays and the service consequences if funding is not available will assist the Shire in providing services to their communities in a financially sustainable manner. This is the purpose of the asset management plans and long term financial plan.



## Sustainability of Service

### Asset Consumption Ratio

This ratio shows the written down current value of the Shire's depreciable assets relative to their 'as new' value in up to date prices. It is calculated by dividing the written down value by the current replacement cost from the corporate operational asset register in 2016. The target ratio should be between 50% and 75%. A ratio of less than 50% indicates a rapid deterioration of the asset base, whilst a ratio greater than 75% may indicate an over investment in the asset base. Integrated Planning and Reporting Advisory Standard KPI targets for this ratio are outlined below.

**Standard is not met** if ratio data cannot be identified or ratio is less than 50%.

**Standard is met** if ratio data can be identified and ratio is 50% or greater.

**Standard is improving** if this ratio is between 60% and 75%.

These figures are shown in table below.

Asset Class	2016-17 Asset Consumption Ratio
Road Assets Depreciated Replacement Cost	\$94,776,824
Road Assets Current Replacement Cost	\$125,209,974
<b>Road Assets</b>	<b>75.70%</b>

The ratio above of 75.70% indicates the **Standard is improving**.

### Asset Sustainability Ratio

This ratio indicates whether assets are being replaced or renewed at the same rate that the overall asset stock is wearing out. It is calculated by dividing the annual capital expenditure spent on replacement and renewals by the annual depreciation expense. If capital expenditure on renewing or replacing assets is at least equal to depreciation on average over time, then the value of the existing stock will be maintained. If capital expenditure on existing assets is less than depreciation then underspending on renewal or replacement of assets will occur and this is likely to result in additional maintenance costs for assets that have exceeded their useful life that may exceed the cost of renewal or replacement. Integrated Planning and Reporting Advisory Standard KPI targets for this ratio are outlined below.

**Standard is not met** if ratio data cannot be identified or ratio is less than 90%.

**Standard is met** if ratio data can be calculated and ratio is 90% or greater.

**Standard is improving** if this ratio is between 90% and 110%

Asset Class	2016-17 Asset Sustainability Ratio
Road Assets Capital Renewals 2016/17	\$1,655,671
Annual Depreciation	\$3,179,858 <sup>2</sup>
<b>Road Assets</b>	<b>52.10%</b>

The ratio above of 52.10% above indicates the **Standard is not met**.

<sup>2</sup> The Shire is currently reviewing annual depreciation rates to ensure they are reflective of remaining useful life and residual values.

### Asset Renewal Funding Ratio

This is an indicator as to the ability of the Shire to fund the projected asset renewals and replacements in the future and therefore continue to provide existing levels of service, without additional operating income or reductions in operating expenses, or an increase in net financial liabilities above that currently projected.

It is calculated by dividing the 'Net Present Value' of the Long Term Financial Plan allocations for building renewals by the 'Net Present Value' of the Asset Management Plan projected capital expenditure on renewals over the same 10 year period, 2017/18 to 2026/27.

Integrated Planning and Reporting Advisory Standard KPI targets for this ratio are outlined below.

**Standard is not met** if ratio data cannot be identified or ratio is less than 75%

**Standard is met** if ratio data can be identified and ratio is between 75% and 95%.

**Standard is improving** if this ratio is between 95% and 105% and the ASR falls within the range 90% to 110% and ACR falls within the range of 50% to 75%.

Asset Class	Current Values	Asset Renewal Funding Ratio NPV <sup>3</sup>
Road Assets NPV 10 Year Planned Renewals funded in LTFP	\$18,832,770	\$15,424,078
Road Assets NPV 10 Year Required Renewals in required Asset Management Plan	\$19,788,993	\$16,167,297
<b>Road Assets</b>		<b>95.40%</b>

The ratio of 95.40% above indicates the *Standard is met*.

<sup>3</sup> NPV was calculated using a discount rate of 3.9%.

## SHIRE OF CHITTERING



### Buildings

## Asset Management Plan Summary Document



Extracts from Version 3.0 of the Buildings Asset Management Plan dated October 2017



## Background

This document contains relevant extracts from the Shire of Chittering Buildings Asset Management Plan which was updated in October 2017 and discussed with Council at a Briefing Session on 1 November 2017. Council was briefed regarding the draft asset plan and road network model on 29 Nov 2016. However, they form an important part of the long term planning process and are a critical part of the Long Term Financial Planning process.

This Asset Management Plan covers all Council buildings. The data utilised in the development of the Buildings Asset Management Plan was based on a condition and data inventory undertaken in April 2017 and is considered to be approximately 98% accurate. The AMP covers a 10 year period from 2017-2018 to 2026-2027.

The Buildings asset portfolio consists of 86 individual asset items, and is the second largest asset portfolio by value.

The table below classifies the assets into eight key groups.

Asset Group	Number	2016-17 Replacement Cost
Civic and Corporate	4	\$3,362,000
Community	23	\$16,206,587
Heritage	1	\$524,000
Operational	13	\$518,446
Parks & Reserves	9	\$700,300
Recreation	10	\$512,077
Residential	18	\$4,759,000
Waste	13	\$521,778
<b>TOTAL</b>	<b>86</b>	<b>\$27,104,188</b>

## Future growth and demand

The major factor impacting demand for community and Council building assets is increasing population. Recent 2016 Census statistics released by ABS indicate that the Shires population is 5,472 persons, an increase of 941 persons since 2011 or 20.77% increase per annum, or 4.15% per annum over the 5 years.

WA Tomorrow 2012 Report, using Band B projections, forecasts that the Shires population will reach 8,000 by 2026. Ensuring the number and level of facilities are available to meet increasing population levels over the next 10 years will be a challenge for the Shire.

## Lifecycle Management

The lifecycle management section details how the Shire plans to manage and operate both current and future assets to the agreed levels of service whilst optimising life cycle costs.

- Maintenance expenditure levels are considered to be adequate to meet current service levels.
- Reactive maintenance work represents 100% of the total buildings maintenance expenditure for 2016/17.
- Current expenditure for Operations and Maintenance is \$590,594 per year.
- By 2026-27 required expenditure for Operations and Maintenance is expected to be around \$752,400 per year.

The Buildings assets shown in the Shire's Buildings.Plus asset register and covered by this asset management plan are shown below.

*Table: Assets covered by this Plan*

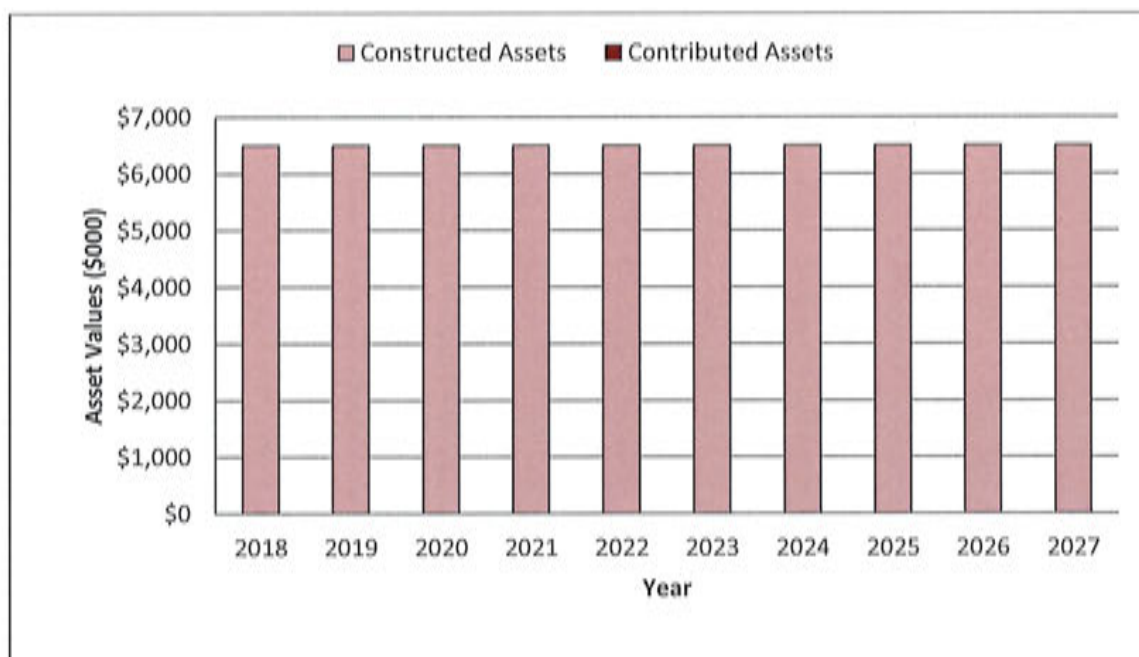
Asset Group	Number	2016-17 Replacement Cost
Civic and Corporate	4	\$3,362,000
Community	23	\$16,206,587
Heritage	1	\$524,000
Operational	13	\$518,446
Parks & Reserves	9	\$700,300
Recreation	10	\$512,077
Residential	18	\$4,759,000
Waste	13	\$521,778
<b>TOTAL</b>	<b>86</b>	<b>\$27,104,188</b>

### New Assets and Asset Upgrades

There are no projected new contributed building assets as a result of growth.

The current Long Term Financial Plan lists a Regional Recreation Facility project for Lower Chittering in 2018, however this project will not proceed until funding has been secured. Council is currently reviewing its Long Term Financial Plan and will re-assessing the estimated timing of this project including funding options.

*Figure 1: New Assets (cumulative)*



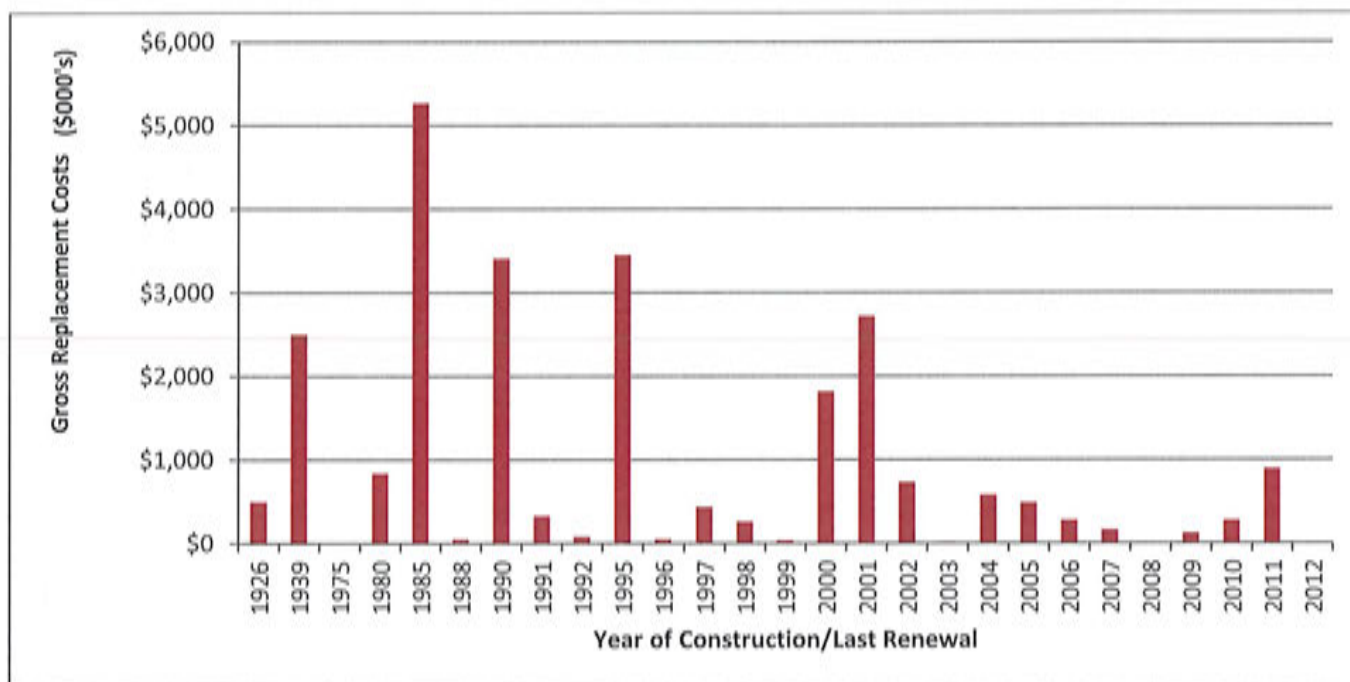
## Lifecycle Management Plan

The lifecycle management plan details how the Shire plans to manage and operate the assets at the agreed levels of service while optimising life cycle costs.

### Asset age profile

The age profile of the assets included in this Buildings Asset Management Plan is shown in Figure 1.

**Figure 1: Asset Age Profile**



**Note:** The asset age profile has been determined from the information provided by AVP Valuers in relation to the condition assessment of each building incorporated in the Plan.

### Asset condition

Condition is measured using a 1 – 5 rating system<sup>1</sup> as detailed in the Table below.

**Table: Condition Rating Description**

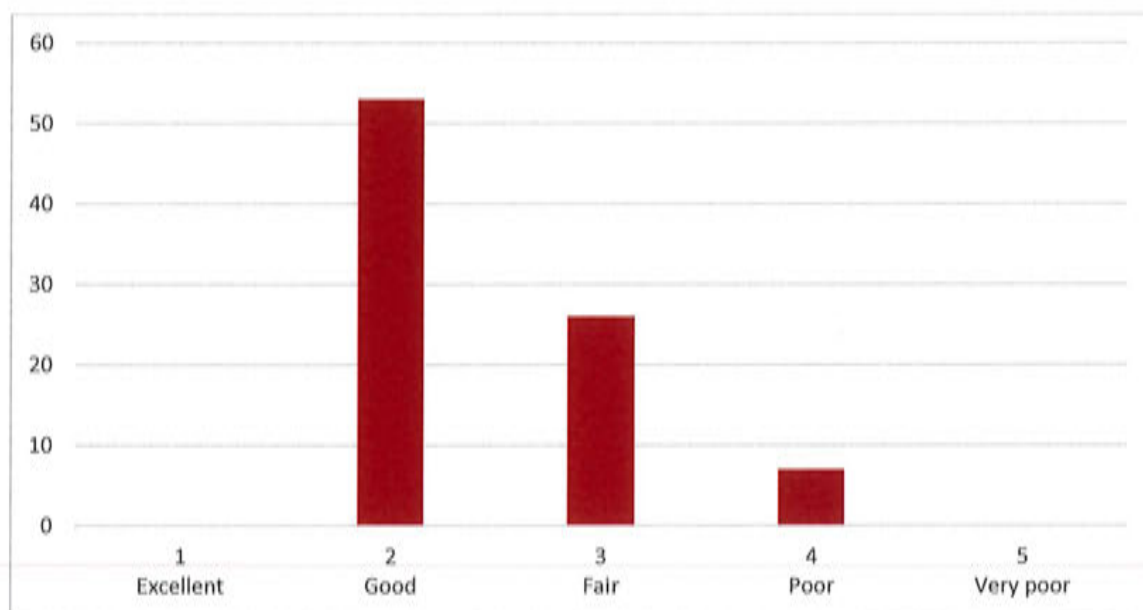
Condition Rating	Description	
1	Excellent	A new asset or an asset in overall excellent condition, with only a slight condition decline. Only planned maintenance required.
2	Good	An asset in an overall good condition but with minor signs of deterioration evident, serviceability may be slightly impaired. Minor maintenance is required.
3	Fair	An asset with obvious signs of deterioration. Significant maintenance and some renewal is required.
4	Poor	An asset with severe condition deterioration. Serviceability is becoming limited. Significant renewal is required.
5	Very Poor	An asset that has failed and is no longer serviceable. There is risk in leaving the asset in service. Replacement is required.

<sup>1</sup> IIMM 2006, Appendix B, p B:1-3 ('cyclic' modified to 'planned', 'average' changed to 'fair')



The condition profile of assets included within this AM Plan is shown in Figures 2 and 3.

**Figure 2: Asset Condition Profile**



### Asset valuations

The value of assets recorded in the asset register as at 30 June 2017 covered by this asset management plan is:

Current Replacement Cost	\$27,104,188 <sup>2</sup>
Depreciable Amount	\$15,225,854
Depreciated Replacement Cost	\$15,225,854
Annual Depreciation Expense	\$573,026

### Routine Maintenance Plan

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

### Maintenance plan

Maintenance includes reactive, planned and specific maintenance work activities.

Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions.

Planned maintenance is repair work that is identified and managed through a maintenance management system (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.

<sup>2</sup> This figure includes \$427,388 of small building structures not included in the Fair Value Report from NS Advisory Services, dated 30 June 2017.

Specific maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including repainting, building roof replacement, etc. This work generally falls below the capital/maintenance threshold but may require a specific budget allocation.

Actual past operations and maintenance expenditure is shown in the Table below.

*Table: Operations and Maintenance Expenditure Trends*

Year	Operations & Maintenance Expenditure
2013/2014	\$609,955
2014/2015	\$558,253
2015/2016	\$583,250
2016/2017	\$590,594

Current maintenance expenditure levels are considered to be inadequate to meet required service levels. Future revision of this asset management plan will include linking required maintenance expenditures with required service levels.

Assessment and prioritisation of reactive maintenance is undertaken by operational staff using experience and judgement.

### Standards and specifications

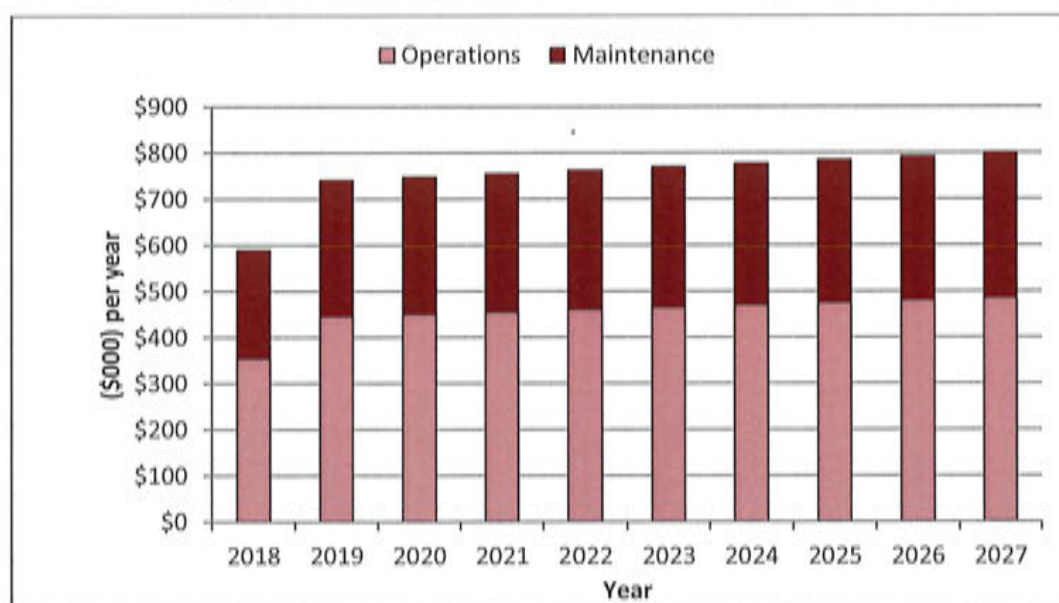
Maintenance work is carried out in accordance with the following Standards and Specifications.

- Applicable Australian Standards
- Building Code of Australia; and
- Acceptable standards of construction.

### Operations and maintenance expenditures

Future operations and maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Figure 4. Note that all costs are shown in 2017 dollar values.

*Figure 4: Projected Operations and Maintenance Expenditure*





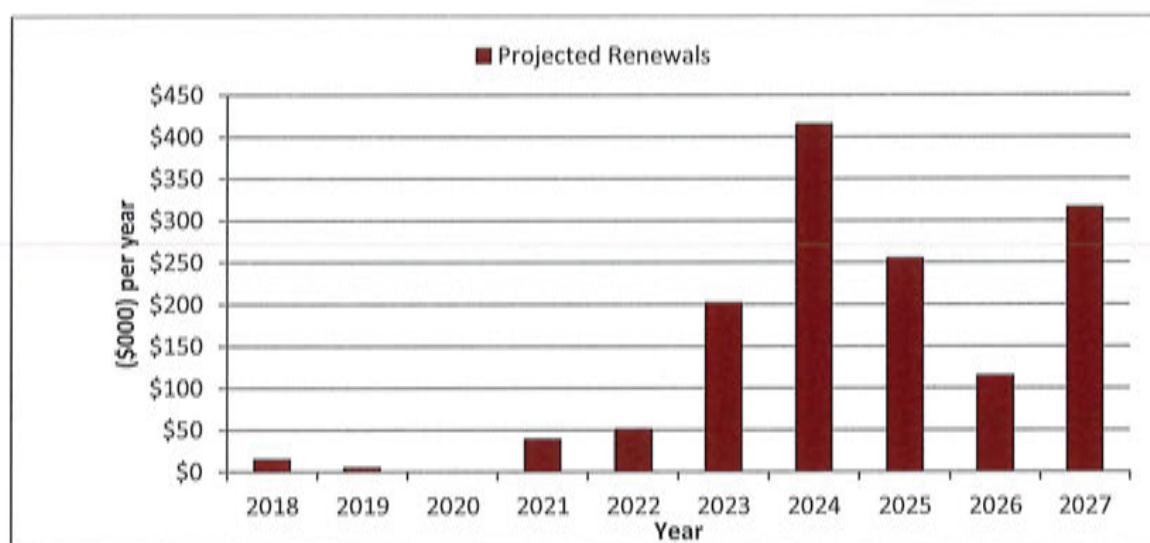
## Renewal/Replacement Plan

Renewal expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Renewal will be undertaken using 'low-cost' renewal methods where practical. Assets requiring renewal have been identified from capital renewal expenditure projections from an external condition modelling system, Buildings.Plus.

### Summary of projected renewal expenditure

Projected future renewal expenditures are forecast to increase over time as the asset stock ages. The costs are summarised in Figure 5. Note that all costs are shown in 2017 dollar values.

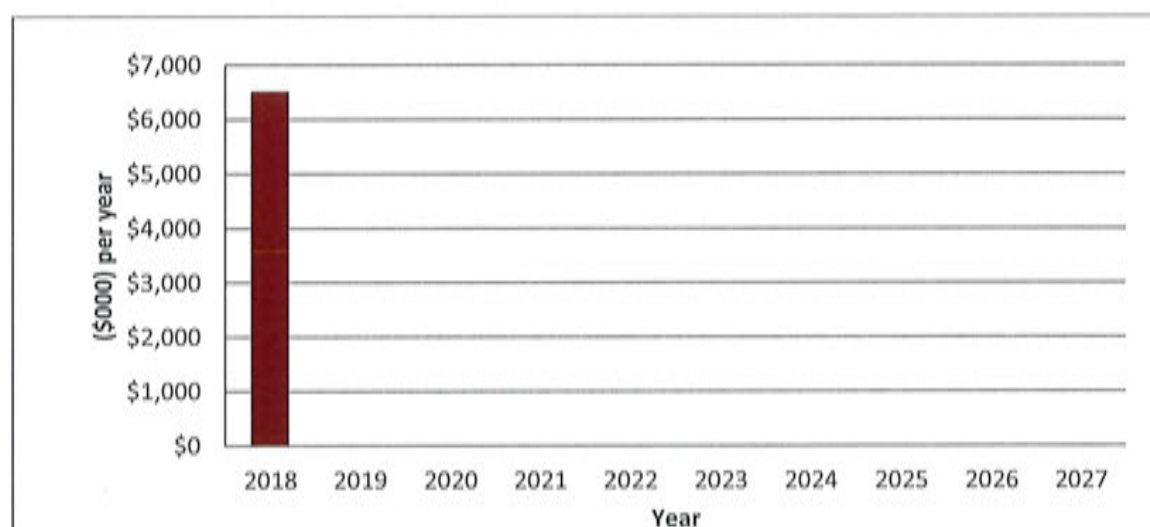
*Figure 5: Projected Capital Renewal Expenditure*



## Creation/Acquisition/Upgrade Plan

Projected upgrade/new asset expenditures are summarised in Figure 6.

*Figure 6: Projected Capital Upgrade/New Asset Expenditure*



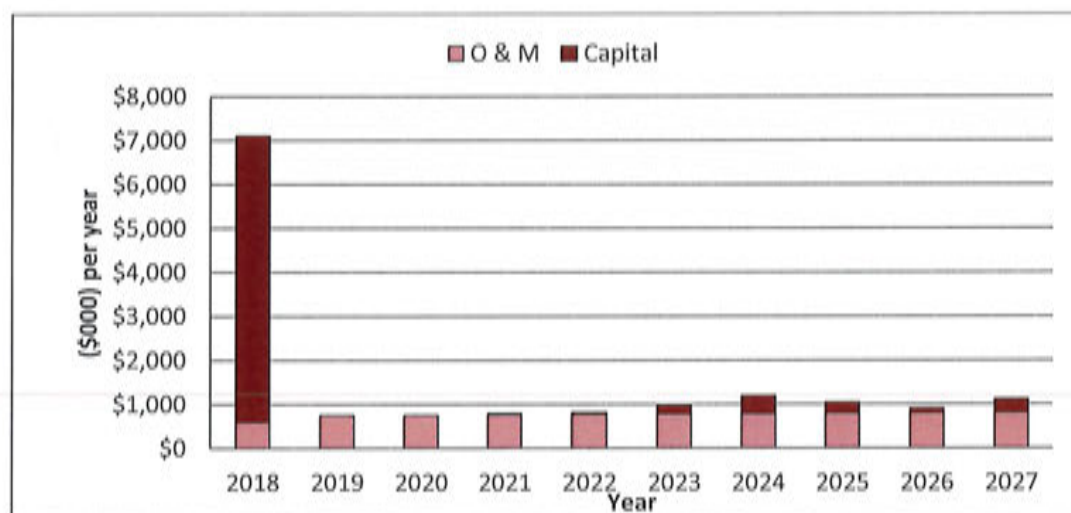
**Note:** The proposed project in 2018 was a Regional Recreational Facility for Lower Chittering, which is listed in the Shire's current Long Term Financial Plan. This project will not proceed at this time as funding has not been secured for its construction. The Shire is currently reviewing its Long Term Financial Plan and will re-assessing the timing of this project including funding options.

## FINANCIAL SUMMARY

The financial projections are shown in Figure 7 for projected operating (operations and maintenance) and capital expenditure (renewal and upgrade/expansion/new assets), net disposal expenditure and estimated budget funding.

Note that all costs are shown in 2017 dollar values.

*Figure 7: Projected Operating and Capital Expenditure*



**Note:** The proposed capital project in 2018 was a Regional Recreational Facility for Lower Chittering, which is listed in the Shire's current Long Term Financial Plan. This project will not proceed as funding has not been secured for its construction. The Shire is currently reviewing its Long Term Financial Plan and will re-assessing the estimated timing of this project including funding options.

### Financial sustainability in service delivery

There are three key indicators for financial sustainability that have been considered in the analysis of the services provided by this asset category, these being long term life cycle costs/expenditures and medium term projected/budgeted expenditures over 5 and 10 years of the planning period.

#### Short term – 5 year financial planning period

The projected operations, maintenance and capital renewal expenditure required over the first 5 years of the planning period is \$741,000 per year.

Estimated (budget) operations, maintenance and capital renewal funding is \$730,000 per year giving a 5 year funding shortfall of **(\$11,000)**. This is 98% of projected expenditures giving a 5 year sustainability indicator of 0.98.

#### Medium term – 10 year financial planning period

This asset management plan identifies the projected operations, maintenance and capital renewal expenditures required to provide an agreed level of service to the community over a 10 year period. This provides input into 10 year financial and funding plans aimed at providing the required services in a sustainable manner.

These projected expenditures may be compared to budgeted expenditures in the 10 year period to identify any funding shortfall. In a core asset management plan, a gap is generally due to increasing asset renewals for ageing assets.

The projected operations, maintenance and capital renewal expenditure required over the 10 year planning period is \$894,000 per year.

Estimated (budget) operations, maintenance and capital renewal funding is \$693,000 per year giving a 10 year funding shortfall of **(\$201,000)** per year and a 10 year sustainability indicator of 0.78. This indicates that Council has 78% of the projected expenditures needed to provide the services documented in the asset management plan.



### Long term - Life Cycle Cost

Life cycle costs (or whole of life costs) are the average costs that are required to sustain the service levels over the longest asset life. Life cycle costs include operations and maintenance expenditure and asset consumption (depreciation expense). The life cycle cost for the services covered in this asset management plan is \$1,163,000 per year (operations and maintenance expenditure plus depreciation expense in year 1). Life cycle costs can be compared to life cycle expenditure to give an indicator of sustainability in service provision. Life cycle expenditure includes operations, maintenance and capital renewal expenditure in year 1. Life cycle expenditure will vary depending on the timing of asset renewals. The life cycle expenditure at the start of the plan is \$812,000 (operations and maintenance expenditure plus budgeted capital renewal expenditure in year 1).

A shortfall between life cycle cost and life cycle expenditure is the life cycle gap.

The life cycle gap for services covered by this asset management plan is **(\$351,000)** per year (-ve = gap, +ve = surplus). Life cycle expenditure is 70% of life cycle costs giving a life cycle sustainability index of 0.70.

The life cycle costs and life cycle expenditure comparison highlights any difference between present outlays and the average cost of providing the service over the long term. If the life cycle expenditure is less than that life cycle cost, it is most likely that outlays will need to be increased or cuts in services made in the future. Knowing the extent and timing of any required increase in outlays and the service consequences if funding is not available will assist organisations in providing services to their communities in a financially sustainable manner. This is the purpose of the asset management plans and long term financial plan.

Based on current expenditure trends, depreciation methodologies employed, and investment levels in renewal of building assets, the long term life cycle cost analysis predicts that the Shires buildings asset base will deteriorate, or be consumed, at a faster rate than what it is currently being renewed/replaced.

### Sustainability of Service

There are three key performance indicators for financial sustainability as recommended in the Department of Local Government (LG) Asset Management National Framework and Guidelines that have been considered in the analysis of the buildings financial data. The aim of the Framework is to enhance the sustainable management of local government assets by encouraging 'whole of life' and 'whole of organisation' approaches.

### Asset Consumption Ratio

This ratio shows the written down current value of the Shire's depreciable assets relative to their 'as new' value in up to date prices. It is calculated by dividing the written down value by the current replacement cost from the corporate operational asset register in 2017. The target ratio should be between 50% and 75%. A ratio of less than 50% indicates a rapid deterioration of the asset base, whilst a ratio greater than 75% may indicate an over investment in the asset base. Integrated Planning and Reporting Advisory Standard KPI targets for this ratio are outlined below.

**Standard is not met** if ratio data cannot be identified or ratio is less than 50%.

**Standard is met** if ratio data can be identified and ratio is 50% or greater.

**Standard is improving** if this ratio is between 60% and 75%.

Asset Class	Asset Consumption Ratio
Buildings Depreciated Replacement Cost	\$15,225,854
Buildings Current Replacement Cost	\$27,104,188
<b>Buildings</b>	<b>56.2%</b>

The calculated ratio of 56.2% above indicates the **Standard is met**.

### Asset Sustainability Ratio

This ratio indicates whether assets are being replaced or renewed at the same rate that the overall asset stock is wearing out. It is calculated by dividing the annual capital expenditure spent on replacement and renewals by the annual depreciation expense. If capital expenditure on renewing or replacing assets is at least equal to depreciation on average over time, then the value of the existing stock will be maintained. Integrated Planning and Reporting Advisory Standard KPI targets for this ratio are outlined below.

**Standard is not met** if ratio data cannot be identified or ratio is less than 90%.

**Standard is met** if ratio data can be calculated and ratio is 90% or greater.

Standard is improving if this ratio is between 90% and 110% <b>Asset Class</b>	<b>Asset Sustainability Ratio</b>
Buildings Capital Renewals 2016/17	\$0
Annual Depreciation	\$573,026
<b>Buildings</b>	<b>0.0%</b>

The calculated ratio of 0.0% indicates that the **Standard is not met**. This ratio can only be measured accurately if an assessment is made of the amount spent on capital renewal and replacement.

### Asset Renewal Funding Ratio

This ratio is an indicator as to the ability of the Shire to fund the projected asset renewals and replacements in the future and therefore continue to provide existing levels of service, without additional operating income or reductions in operating expenses, or an increase in net financial liabilities above that currently projected.

It is calculated by dividing the 'Net Present Value' of the Long Term Financial Plan allocations for building renewals by the 'Net Present Value' of the Asset Management Plan projected capital expenditure on renewals over the same 10 year period, 2016/17 to 2025/26.

Integrated Planning and Reporting Advisory Standard KPI targets for this ratio are outlined below.

**Standard is not met** if ratio data cannot be identified or ratio is less than 75%

**Standard is met** if ratio data can be identified and ratio is between 75% and 95%.

**Standard is improving** if this ratio is between 95% and 105% and the ASR falls within the range 90% to 110% and ACR falls within the range of 50% to 75%.

<b>Asset Class</b>	<b>Current Values</b>	<b>Asset Renewal Funding Ratio NPV<sup>3</sup></b>
Buildings NPV 10 Year Planned Renewals funded in LTFP	\$702,800	\$630,883
Buildings NPV 10 Year Required Capital Renewals from Asset Management Plan	\$1,414,675	\$1,058,770
<b>Buildings</b>		<b>59.6%</b>

The calculated ratio of 59.6% indicates that the **Standard is not met**.

<sup>3</sup> NPV was calculated using a discount rate of 3.9%.



## ATTACHMENT 5

## Ten Year Road Network Program

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>ROAD PROGRAMME</b>										
Rural Road Gravel Reconstruction	\$ 93,700	\$ 177,627	\$ 148,012	\$ 160,542	\$ 180,304	\$ 226,658	\$ 203,481	\$ 192,256	\$ 203,310	\$ 201,607
Rural Road/Town Street Reseal	\$ 295,526	\$ 373,015	\$ 339,754	\$ 315,752	\$ 328,648	\$ 336,060	\$ 353,908	\$ 336,542	\$ 400,708	\$ 304,271
Rural Road Reconstruction	\$ 1,776,404	\$ 991,601	\$ 988,804	\$ 874,166	\$ 487,818	\$ 424,503	\$ 881,829	\$ 731,273	\$ 745,898	\$ 760,816
Town Streets Reconstruction	\$ 352,079	\$ 475,148	\$ 700,051	\$ 768,979	\$ 672,307	\$ 857,192	\$ 676,153	\$ 713,458	\$ 727,727	\$ 804,138
Bridges	\$ 160,629	\$ -	\$ 150,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 2,678,338</b>	<b>\$ 2,017,391</b>	<b>\$ 2,326,620</b>	<b>\$ 2,369,439</b>	<b>\$ 1,669,077</b>	<b>\$ 1,844,413</b>	<b>\$ 2,115,370</b>	<b>\$ 1,973,528</b>	<b>\$ 2,077,643</b>	<b>\$ 2,070,832</b>

<b>FUNDING SOURCES</b>										
Regional Road Group	\$ 338,532	\$ 653,061	\$ 659,592	\$ 666,188	\$ 672,849	\$ 679,578	\$ 686,374	\$ 693,237	\$ 776,426	\$ 784,190
Road 2 Recovery			\$ 387,600	\$ 387,600	\$ 387,600	\$ 387,600	\$ 387,600	\$ 395,352	\$ 395,392	\$ 395,392
Black Spot	\$ 614,357									
Regional Road runoff funds										
MRWA Bridge funds	\$ 219,629	\$ -	\$ 150,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Own Resources	\$ 1,505,820	\$ 1,364,330	\$ 1,129,429	\$ 1,065,651	\$ 608,628	\$ 777,235	\$ 1,041,397	\$ 884,938	\$ 905,825	\$ 891,249
<b>TOTAL</b>	<b>\$ 2,678,338</b>	<b>\$ 2,017,391</b>	<b>\$ 2,326,620</b>	<b>\$ 2,369,439</b>	<b>\$ 1,669,077</b>	<b>\$ 1,844,413</b>	<b>\$ 2,115,370</b>	<b>\$ 1,973,528</b>	<b>\$ 2,077,643</b>	<b>\$ 2,070,832</b>

**ASSUMPTIONS**

Road to Recovery funds will continue till 2026/27 at a 2% increase every five year.

Regional Road Group funds will increase by 1% each year. The Shire is successful in receiving the full allocation of 20% of the Moora Sub group Regional Road Group funds.

MRWA Bridge funding is an estimate supplied by Main Roads  
No funding available till after 2016/17 water flow testing completed

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
<b>Unsealed Road Grading</b>	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280	\$ 112,280
<b>Renewal</b>	\$ 389,226	\$ 550,642	\$ 487,766	\$ 476,293	\$ 508,952	\$ 562,718	\$ 557,389	\$ 528,797	\$ 604,018	\$ 505,877
<b>Upgrade</b>	\$ 2,289,112	\$ 1,466,749	\$ 1,838,854	\$ 1,893,145	\$ 1,160,125	\$ 1,281,695	\$ 1,557,981	\$ 1,444,730	\$ 1,473,625	\$ 1,564,954
<b>TOTAL</b>	<b>\$ 2,790,618</b>	<b>\$ 2,129,671</b>	<b>\$ 2,438,900</b>	<b>\$ 2,481,719</b>	<b>\$ 1,781,357</b>	<b>\$ 1,956,693</b>	<b>\$ 2,227,650</b>	<b>\$ 2,085,808</b>	<b>\$ 2,189,923</b>	<b>\$ 2,183,112</b>
<b>Bridges</b>	-\$ 160,629	\$ -	-\$ 150,000	-\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Upgrade (less Bridges)</b>	<b>\$ 2,128,483</b>	<b>\$ 1,466,749</b>	<b>\$ 1,688,854</b>	<b>\$ 1,643,145</b>	<b>\$ 1,160,125</b>	<b>\$ 1,281,695</b>	<b>\$ 1,557,981</b>	<b>\$ 1,444,730</b>	<b>\$ 1,473,625</b>	<b>\$ 1,564,954</b>

## Gravel Road Reconstruct

Road Name	Slk	Project Leng	2017/18			2018/19			2019/20			2020/21		
			SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET
Ashman Road	0.0 to 2.1	2.23			\$ -			\$ -			\$ -			\$ -
Atkinson Road	0.03 to 0	0.3			\$ -			\$ -			\$ -			\$ -
Barn Road	0.87 to 6	5.67			\$ -			\$ -			\$ -	0.83 to 2.33	1.5	\$ 69,197
Blizzard Road	0.0 to 0.1	0.35			\$ -			\$ -			\$ -			\$ -
Bore Road	0.02 to 1	1.1			\$ -			\$ -			\$ -			\$ -
Brennan Road	0.0 to 2.1	2.57			\$ -			\$ -			\$ -			\$ -
Bryne Road	0.05 to 1	1.61			\$ -			\$ -			\$ -			\$ -
Clune Road	0.0 to 0.4	0.47			\$ -			\$ -			\$ -			\$ -
Cook Road	3.24 to 5	1.83			\$ -			\$ -			\$ -			\$ -
Cray Road	0.0 to 0.6	0.66			\$ -			\$ -			\$ -			\$ -
Davern Street	0.36 to 0	0.48			\$ -			\$ -			\$ -			\$ -
Davis Road	0.26 to 3	3.1			\$ -	0.26 to 2.36	2	\$ 81,294			\$ -			\$ -
Densley Road	0.0 to 1.1	1.7			\$ -			\$ -			\$ -			\$ -
Dewars Road	0.0 to 0.6	0.61			\$ -			\$ -			\$ -			\$ -
Flat Rocks Road	0.0 to 7.4	7.44			\$ -	2.32 to 3.69	1.37	\$ 55,686	0.31 to 0.96	0.65	\$ 26,949			\$ -
Ioppollo Road	0.0 to 6.0	6.02			\$ -			\$ -			\$ -			\$ -
Gingilling Road	0.0 to 2.0	2.01			\$ -			\$ -			\$ -			\$ -
Gray Road	3.44 to 6	3.35			\$ -			\$ -			\$ -	5.82 to 6.82	1	\$ 42,289
Harris Road	0.17 to 1	1.76			\$ -			\$ -			\$ -			\$ -
Head Road	1.5 to 2.1	0.87			\$ -			\$ -			\$ -			\$ -
Kangaroo Gully Road	0.0 to 1.5	1.94			\$ -			\$ -			\$ -			\$ -
Kay Road	1.34 to 2	0.77			\$ -			\$ -			\$ -			\$ -
Kinkella Road	0.0 to 0	0.85			\$ -			\$ -			\$ -			\$ -
Lewis Road	0.0 to 0.5	7.96			\$ -			\$ -			\$ -			\$ -
Maddern Road	3.85 to 8	5.06			\$ -			\$ -			\$ -			\$ -
Martin Road	0.0 to 0.1	0.36			\$ -			\$ -			\$ -			\$ -
McGlew Road	0.0 to 3.0	3.02			\$ -			\$ -			\$ -			\$ -
Moss Road	0.0 to 0.1	0.37			\$ -			\$ -			\$ -			\$ -
Nolan Road	0.05 to 1	1.18			\$ -			\$ -			\$ -			\$ -
North Road	1.29 to 1	8.99	0	0	\$ -			\$ -			\$ -			\$ -
Old Gin Gin Road	1.31 to 2	1.64			\$ -			\$ -			\$ -			\$ -
Owen Road	0.3 to 3.1	3.45			\$ -			\$ -			\$ -	0.49 to 1.65	1.16	\$ 49,055
Perry Road	0.0 to 2.1	2.85			\$ -			\$ -			\$ -			\$ -
Phillmore Street	0.01 to 0	0.25			\$ -			\$ -			\$ -			\$ -
Pines Road	0.0 to 3.1	3.22			\$ -			\$ -			\$ -			\$ -
Reserve Road	1.08 to 5	4.82			\$ -			\$ -			\$ -			\$ -
Sadow Road	0.0 to 0.6	0.8			\$ -			\$ -			\$ -			\$ -
Settlement Road	0.47 to 1	0.72			\$ -			\$ -	0.68 to 1.19	0.51	\$ 21,145			\$ -
Settlement South Road	0.05 to 0	0.4			\$ -			\$ -			\$ -			\$ -
Snake Spring Road	0.0 to 0.6	0.88			\$ -			\$ -			\$ -			\$ -
Spice Road	0.4 to 1.1	1.52			\$ -			\$ -			\$ -			\$ -
Spillman Road	0.04 to 5	5.11	0	2	\$ 93,700			\$ -			\$ -			\$ -
Stephens Road	0.1 to 2.1	2.7			\$ -			\$ -			\$ -			\$ -
Tea Tree North Road	0.0 to 5.1	5.8			\$ -			\$ -			\$ -			\$ -
Tea Tree Road	4.4 to 8.0	3.62			\$ -			\$ -	5.32 to 7.73	2.41	\$ 99,918			\$ -
Timaru Raod	2.35 to 4	2.11			\$ -			\$ -			\$ -			\$ -
Toy Road	1.01 to 1	0.39			\$ -			\$ -			\$ -			\$ -
Valley View Drive	0.05 to 1	1.39			\$ -			\$ -			\$ -			\$ -
Waldeck East Road	0.4 to 3.0	2.63			\$ -			\$ -			\$ -			\$ -
Waldeck West Road	0.04 to 2	2.14			\$ -			\$ -			\$ -			\$ -
Wandena Road	3.27 to 8	5.42			\$ -	3.29 to 4.29	1	\$ 40,647			\$ -			\$ -
		88.34		2	\$ 93,700		4.37	\$ 177,627		2.92	\$ 148,012		3.66	\$ 160,542



## Gravel Road Reconstruct

Road Name	SLK	Project Length	2021/22			2022/23			2023/24			2024/25		
			SLK	Project Length	Budget	SLK	Project Length	Budget	SLK	Project Length	Budget	SLK	Project Length	Budget
Ashman Road	0.0 to 2.1	2.23			\$ -			\$ -			\$ -			\$ -
Atkinson Road	0.03 to 0	0.3			\$ -			\$ -			\$ -			\$ -
Barn Road	0.87 to 6	5.67			\$ -			\$ -	2.33 to 3.29	0.35	\$ 18,691			\$ -
Blizzard Road	0.0 to 0.1	0.35			\$ -			\$ -			\$ -			\$ -
Bore Road	0.02 to 1	1.1			\$ -			\$ -			\$ -			\$ -
Brennan Road	0.0 to 2.1	2.57			\$ -			\$ -			\$ -			\$ -
Bryne Road	0.05 to 1	1.61			\$ -			\$ -			\$ -			\$ -
Clune Road	0.0 to 0.4	0.47			\$ -			\$ -			\$ -			\$ -
Cook Road	3.24 to 5	1.83			\$ -	3.24 to 4.74	1.5	\$ 76,290			\$ -			\$ -
Cray Road	0.0 to 0.6	0.66			\$ -			\$ -			\$ -			\$ -
Davern Street	0.36 to 0	0.48			\$ -			\$ -			\$ -			\$ -
Davis Road	0.26 to 3	3.1			\$ -			\$ -			\$ -			\$ -
Densley Road	0.0 to 1.1	1.7			\$ -			\$ -			\$ -			\$ -
Dewars Road	0.0 to 0.6	0.61			\$ -			\$ -			\$ -			\$ -
Flat Rocks Road	0.0 to 7.4	7.44			\$ -			\$ -			\$ -	3.69 to 5.45	1.76	\$ 82,934
Ioppollo Road	0.0 to 6.1	6.02	1.14 to 1.93	0.79	\$ 34,077			\$ -			\$ -			\$ -
Gingilling Road	0.0 to 2.1	2.01			\$ -			\$ -			\$ -			\$ -
Gray Road	3.44 to 6	3.35			\$ -			\$ -			\$ -			\$ -
Harris Road	0.17 to 1	1.76			\$ -			\$ -			\$ -			\$ -
Head Road	1.5 to 2.1	0.87			\$ -			\$ -			\$ -			\$ -
Kangaroo Gully Road	0.0 to 1.1	1.94			\$ -			\$ -			\$ -			\$ -
Kay Road	1.34 to 2	0.77			\$ -			\$ -			\$ -			\$ -
Kinkella Road	0.0 to 0	0.85			\$ -			\$ -			\$ -			\$ -
Lewis Road	0.0 to 0.1	7.96			\$ -			\$ -			\$ -			\$ -
Maddern Road	3.85 to 8	5.06			\$ -	3.89 to 5.89	2	\$ 90,583			\$ -			\$ -
Martin Road	0.0 to 0.1	0.36			\$ -			\$ -			\$ -			\$ -
McGlew Road	0.0 to 3.1	3.02			\$ -			\$ -	0.0 to 1.0	1	\$ 46,198	1.0 to 2.0	1	\$ 47,121
Moss Road	0.0 to 0.1	0.37			\$ -			\$ -			\$ -			\$ -
Nolan Road	0.05 to 1	1.18			\$ -			\$ -			\$ -			\$ -
North Road	1.29 to 1	8.99			\$ -			\$ -			\$ -			\$ -
Old Gin Gin Road	1.31 to 2	1.64			\$ -			\$ -			\$ -			\$ -
Owen Road	0.3 to 3.1	3.45			\$ -			\$ -			\$ -			\$ -
Perry Road	0.0 to 2.1	2.85			\$ -			\$ -			\$ -			\$ -
Phillmore Street	0.01 to 0	0.25			\$ -			\$ -			\$ -			\$ -
Pines Road	0.0 to 3.1	3.22			\$ -			\$ -			\$ -			\$ -
Reserve Road	1.08 to 5	4.82			\$ -			\$ -			\$ -			\$ -
Sadow Road	0.0 to 0.1	0.8			\$ -			\$ -			\$ -			\$ -
Settlement Road	0.47 to 1	0.72			\$ -			\$ -			\$ -			\$ -
Settlement South Road	0.05 to 0	0.4			\$ -			\$ -			\$ -			\$ -
Snake Spring Road	0.0 to 0.1	0.88			\$ -			\$ -			\$ -			\$ -
Spice Road	0.4 to 1.1	1.52			\$ -			\$ -			\$ -			\$ -
Spillman Road	0.04 to 5	5.11			\$ -	2.53 to 3.85	1.32	\$ 59,785			\$ -			\$ -
Stephens Road	0.1 to 2.1	2.7	2.28 to 3.67	1.39	\$ 59,958			\$ -			\$ -			\$ -
Tea Tree North Road	0.0 to 5.1	5.8			\$ -			\$ -			\$ -			\$ -
Tea Tree Road	4.4 to 8.1	3.62	5.32 to 3.32	2	\$ 86,270			\$ -	1.32 to 3.32	2	\$ 92,395	0.0 to 1.32	1.32	\$ 62,200
Timaru Road	2.35 to 4	2.11			\$ -			\$ -	3.46 to 4.46	1	\$ 46,198			\$ -
Toy Road	1.01 to 1	0.39			\$ -			\$ -			\$ -			\$ -
Valley View Drive	0.05 to 1	1.39			\$ -			\$ -			\$ -			\$ -
Waldeck East Road	0.4 to 3.0	2.63			\$ -			\$ -			\$ -			\$ -
Waldeck West Road	0.04 to 2	2.14			\$ -			\$ -			\$ -			\$ -
Wandena Road	3.27 to 8	5.42			\$ -			\$ -			\$ -			\$ -
		88.34		4.18	\$ 180,304		4.82	\$ 226,658		4.35	\$ 203,481		4.08	\$ 192,256

## Gravel Road Reconstruct

Road Name	Slk	Project Length	2025/26			2026/27			2027/28		
			Slk	Project Length	Budget	Slk	Project Length	Budget	Slk	Project Length	Budget
Ashman Road	0.0 to 2.2	2.23			\$ -			\$ -			\$ -
Atkinson Road	0.03 to 0	0.3			\$ -			\$ -			\$ -
Barn Road	0.87 to 6	5.67			\$ -			\$ -			\$ -
Blizzard Road	0.0 to 0.2	0.35			\$ -			\$ -			\$ -
Bore Road	0.02 to 1	1.1			\$ -	0.02 to 1.12	1.12	\$ 69,239			\$ -
Brennan Road	0.0 to 2.4	2.57			\$ -			\$ -			\$ -
Bryne Road	0.05 to 1	1.61			\$ -			\$ -			\$ -
Clune Road	0.0 to 0.4	0.47			\$ -			\$ -			\$ -
Cook Road	3.24 to 5	1.83			\$ -			\$ -			\$ -
Cray Road	0.0 to 0.6	0.66			\$ -			\$ -			\$ -
Davern Street	0.36 to 0	0.48			\$ -			\$ -			\$ -
Davis Road	0.26 to 3	3.1			\$ -			\$ -			\$ -
Densley Road	0.0 to 1.7	1.7			\$ -	0.0 to 1.7	1.7	\$ 83,343			\$ -
Dewars Road	0.0 to 0.6	0.61			\$ -			\$ -			\$ -
Flat Rocks Road	0.0 to 7.4	7.44			\$ -			\$ -			\$ -
Ioppollo Road	0.0 to 6.6	6.02			\$ -			\$ -			\$ -
Gingilling Road	0.0 to 2.6	2.01			\$ -			\$ -			\$ -
Gray Road	3.44 to 6	3.35			\$ -			\$ -			\$ -
Harris Road	0.17 to 1	1.76			\$ -			\$ -			\$ -
Head Road	1.5 to 2.2	0.87			\$ -			\$ -			\$ -
Kangaroo Gully Road	0.0 to 1.6	1.94			\$ -			\$ -			\$ -
Kay Road	1.34 to 2	0.77			\$ -			\$ -			\$ -
Kinkella Road	0.0 to 0	0.85			\$ -			\$ -			\$ -
Lewis Road	0.0 to 0.5	7.96			\$ -			\$ -			\$ -
Maddern Road	3.85 to 8	5.06			\$ -	2.89 to 3.89	1	\$ 49,025	1.0 to 2.89	1.89	\$ 97,290
Martin Road	0.0 to 0.2	0.36			\$ -			\$ -			\$ -
McGlew Road	0.0 to 3.6	3.02	2.0 to 3.2	1.2	\$ 57,677			\$ -			\$ -
Moss Road	0.0 to 0.2	0.37			\$ -			\$ -			\$ -
Nolan Road	0.05 to 1	1.18			\$ -			\$ -			\$ -
North Road	1.29 to 1	8.99			\$ -			\$ -			\$ -
Old Gin Gin Road	1.31 to 2	1.64			\$ -			\$ -			\$ -
Owen Road	0.3 to 3.2	3.45			\$ -			\$ -			\$ -
Perry Road	0.0 to 2.4	2.85	0.0 to 1.5	1.5	\$ 72,096			\$ -			\$ -
Phillmore Street	0.01 to 0	0.25			\$ -			\$ -			\$ -
Pines Road	0.0 to 3.2	3.22			\$ -			\$ -			\$ -
Reserve Road	1.08 to 5	4.82			\$ -			\$ -			\$ -
Sandow Road	0.0 to 0.6	0.8			\$ -			\$ -			\$ -
Settlement Road	0.47 to 1	0.72			\$ -			\$ -			\$ -
Settlement South Road	0.05 to 0	0.4			\$ -			\$ -			\$ -
Snake Spring Road	0.0 to 0.6	0.88			\$ -			\$ -			\$ -
Spice Road	0.4 to 1.2	1.52			\$ -			\$ -			\$ -
Spillman Road	0.04 to 5	5.11			\$ -			\$ -	1.0 to 2.53	1.53	\$ 78,759
Stephens Road	0.1 to 2.4	2.7	0.0 to 1.53	1.53	\$ 73,538			\$ -			\$ -
Tea Tree North Road	0.0 to 5.4	5.8			\$ -			\$ -			\$ -
Tea Tree Road	4.4 to 8.6	3.62			\$ -			\$ -			\$ -
Timaru Road	2.35 to 4	2.11			\$ -			\$ -			\$ -
Toy Road	1.01 to 1	0.39			\$ -			\$ -			\$ -
Valley View Drive	0.05 to 1	1.39			\$ -			\$ -			\$ -
Waldeck East Road	0.4 to 3.0	2.63			\$ -			\$ -			\$ -
Waldeck West Road	0.04 to 2	2.14			\$ -			\$ -			\$ -
Wandena Road	3.27 to 8	5.42			\$ -			\$ -			\$ -
		88.34		4.23	\$ 203,310		3.82	\$ 201,607		3.42	\$ 176,049



## Road Reseals

Road No.	Road Name	Slk	Project Length	2017/18 SLK	2017/18 PROJECT LENGTH	BUDGET	2018/19 SLK	2018/19 PROJECT LENGTH	BUDGET	2019/20 SLK	2019/20 PROJECT LENGTH	BUDGET
8	Hay Flat Road	10.0 to 11.4	1.4									
2	Chittering Road	0.0 to 26.72	26.72			\$ -			\$ -			\$ -
7	Chittering Valley Road	0.0 to 8.78	8.78			\$ -			\$ -			\$ -
74	Chittering Street	0.0 to 1.65	1.65				0.0-1.65	1.65	\$ 66,538			
3	Dewars-Pool Road	0.0 to 9.39	9.39						\$ -			\$ -
111	Chinkabee Road	0.0 to 0.25	0.25						\$ -			
16	Gray Road	1.62 to 5.25	3.63									
9	Wells Glover Road	8.5 to 12.5	4			\$ -	8.08-8.35	0.27	\$ 10,888			
1	Mooliabeenee Road	0.0 to 6.73	6.73							0.0 - 1.5	1.5	\$ 61,699
145	Hereford Way	0.0 to .950	0.95			\$ -	0.0-.950	0.95	\$ 38,310			\$ -
146	Murray Grey Circle	0.0 to 3.64	3.64				0.0 - 1.87	1.87	\$ 75,409	1.87 to 3.640	1.84	\$ 75,684
164	Edmonds Place	0.0 to .160	0.97						\$ -	0.0 - 0.16	0.16	\$ 6,581
180	Ayrshire Loop	0.0 to 3.340	3.34			\$ -	0.0-1.6	1.6	\$ 64,521			
147	Devon Way	0.0 to 2.03	2.03									
149	Angus Way	0.0 to .500	0.5							0.0 to 0.5	0.5	\$ 20,566
150	Santa Gertrudius Drive	0.0 to 4.58	2.11				0.0 to 2.91	2.91	\$ 117,348	2.91 - 4.58	1.67	\$ 68,691
200	Sugar Gum Drive	0.0 to 1.20	1.2									
188	Ghost Gum Ridge	0.0 to 1.91	1.91									
78	Hart Drive	0.0 to 5.24	5.24	0.0 - 5.24	5.24	\$ 207,164						
153	Powderbark Drive	0.0 to 1.30	1.3									
38	Reserve Road	0.0 to 1.08	1.08							0.0 - 1.09	1.09	\$ 44,834
13	Crest Hill Road	1.6 to 4.6	3							1.6 -3.1	1.5	\$ 61,699
107	Peters Road	0.0 to 0.85	0.85									
178	Leschenaultia Drive	0.0 to 2.18	2.18									
49	West Point Road	0.0 to 3.730	3.73									
52	Maddern Road	0.0 - 2.235	2.235	0.0-2.235	2.235	\$ 88,361						
Total				Total	7.475	\$ 295,526	Total	9.25	\$ 373,015	Total	8.26	\$ 339,754

## Road Reseals

Road No.	Road Name	Slk	Project Length
8	Hay Flat Road	10.0 to 11.4	1.4
2	Chittering Road	0.0 to 26.72	26.72
7	Chittering Valley Road	0.0 to 8.78	8.78
74	Chittering Street	0.0 to 1.65	1.65
3	Dewars-Pool Road	0.0 to 9.39	9.39
111	Chinkabee Road	0.0 to 0.25	0.25
16	Gray Road	1.62 to 5.25	3.63
9	Wells Glover Road	8.5 to 12.5	4
1	Mooliabeenee Road	0.0 to 6.73	6.73
145	Hereford Way	0.0 to .950	0.95
146	Murray Grey Circle	0.0 to 3.64	3.64
164	Edmonds Place	0.0 to .160	0.97
180	Ayrshire Loop	0.0 to 3.340	3.34
147	Devon Way	0.0 to 2.03	2.03
149	Angus Way	0.0 to .500	0.5
150	Santa Gertrudius Drive	0.0 to 4.58	2.11
200	Sugar Gum Drive	0.0 to 1.20	1.2
188	Ghost Gum Ridge	0.0 to 1.91	1.91
78	Hart Drive	0.0 to 5.24	5.24
153	Powderbark Drive	0.0 to 1.30	1.3
38	Reserve Road	0.0 to 1.08	1.08
13	Crest Hill Road	1.6 to 4.6	3
107	Peters Road	0.0 to 0.85	0.85
178	Leschenaultia Drive	0.0 to 2.18	2.18
49	West Point Road	0.0 to 3.730	3.73
52	Maddern Road	0.0 - 2.235	2.235
Total			98.815

SLK	PROJECT LENGTH	BUDGET
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
1.5 - 3.76	2.26	\$ 91,137
		\$ -
		\$ -
		\$ -
1.6 to 3.34	1.74	\$ 70,167
		\$ -
		\$ -
		\$ -
0.0 - 1.20	1.2	\$ 48,391
		\$ -
0.0 to 1.13	1.13	\$ 45,568
		\$ -
3.1 - 4.6	1.5	\$ 60,489
		\$ -
Total		\$ 315,752

SLK	PROJECT LENGTH	BUDGET
		\$ -
		\$ -
		\$ -
		\$ -
0.0 - 2.0	2	\$ 82,265
		\$ -
		\$ -
		\$ -
0.0 to .970	0.97	\$ 39,898
		\$ -
0.0 to 2.03	2.03	\$ 83,499
		\$ -
		\$ -
0.0 - 1.91	1.91	\$ 78,563
		\$ -
		\$ -
0.0 to 1.08	1.08	\$ 44,423
		\$ -
		\$ -
Total		\$ 328,648

SLK	PROJECT LENGTH	BUDGET
0.0 - 2.0	2	\$ 83,910
		\$ -
		\$ -
		\$ -
0.0 - 0.25	0.25	\$ 10,489
1.62 - 2.62	1	\$ 41,955
2.0 - 5	3	\$ 125,865
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
		\$ -
0.0 to .85	0.85	\$ 35,662
0.0 - 0.91	0.91	\$ 38,179
		\$ -
Total		\$ 336,060



### Road Reseals

Road No.	Road Name	Slk	Project Length	2023/24			2024/25			2025/26		
				SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET
8	Hay Flat Road	10.0 to 11.4	1.4	2.0 - 4.0	2	\$ 85,588	4.0 - 7.0	3	\$ 130,950	7.0 - 10.50	3.5	\$ 155,831
2	Chittering Road	0.0 to 26.72	26.72			\$ -			\$ -			\$ -
7	Chittering Valley Road	0.0 to 8.78	8.78				0.0 to 1.28	1.28	\$ 55,872	1.28-3.38	2	\$ 89,046
74	Chittering Street	0.0 to 1.65	1.65									
3	Dewars-Pool Road	0.0 to 9.39	9.39			\$ -			\$ -	7.39-9.39	2	\$ 89,046
111	Chinkabee Road	0.0 to 0.25	0.25			\$ -			\$ -			\$ -
16	Gray Road	1.62 to 5.25	3.63	2.62 - 4.62	2	\$ 85,588	4.62 - 5.25	0.63	\$ 27,500			
9	Wells Glover Road	8.5 to 12.5	4				7.2 TO 8.5	1.3	\$ 56,745			\$ -
1	Mooliabeenee Road	0.0 to 6.73	6.73			\$ -			\$ -			\$ -
145	Hereford Way	0.0 to .950	0.95			\$ -			\$ -			\$ -
146	Murray Grey Circle	0.0 to 3.64	3.64			\$ -			\$ -			\$ -
164	Edmonds Place	0.0 to .160	0.97			\$ -			\$ -			\$ -
180	Ayrshire Loop	0.0 to 3.340	3.34			\$ -			\$ -			\$ -
147	Devon Way	0.0 to 2.03	2.03			\$ -			\$ -			\$ -
149	Angus Way	0.0 to .500	0.5			\$ -			\$ -			\$ -
150	Santa Gertrudius Drive	0.0 to 4.58	2.11			\$ -			\$ -			\$ -
200	Sugar Gum Drive	0.0 to 1.20	1.2									
188	Ghost Gum Ridge	0.0 to 1.91	1.91									
78	Hart Drive	0.0 to 5.24	5.24			\$ -			\$ -			\$ -
153	Powderbark Drive	0.0 to 1.30	1.3			\$ -			\$ -			\$ -
38	Reserve Road	0.0 to 1.08	1.08			\$ -			\$ -			\$ -
13	Crest Hill Road	1.6 to 4.6	3	1.6 to 4.6	3	\$ 128,383			\$ -			\$ -
107	Peters Road	0.0 to 0.85	0.85			\$ -			\$ -			\$ -
178	Leschenaultia Drive	0.0 to 2.18	2.18	0.91 - 2.18	1.27	\$ 54,349						
49	West Point Road	0.0 to 3.730	3.73			\$ -	0.0 TO 1.5	1.5	\$ 65,475	1.5 - 3.0	1.5	\$ 66,785
52	Maddern Road	0.0 - 2.235	2.235									
	Total		98.815	Total	8.27	\$ 353,908	Total	7.71	\$ 336,542	Total	9	\$ 400,708

## Road Reseals

Road No.	Road Name	Slk	Project Length	SLK	2026/27 PROJECT LENGTH	BUDGET
8	Hay Flat Road	10.0 to 11.4	1.4			
2	Chittering Road	0.0 to 26.72	26.72			\$ -
7	Chittering Valley Road	0.0 to 8.78	8.78	3.38-5.38	2	\$ 90,827
74	Chittering Street	0.0 to 1.65	1.65			
3	Dewars-Pool Road	0.0 to 9.39	9.39	5.39-7.39	2	\$ 90,827
111	Chinkabee Road	0.0 to 0.25	0.25			\$ -
16	Gray Road	1.62 to 5.25	3.63			
9	Wells Glover Road	8.5 to 12.5	4	9.4-10.4	1	\$ 45,414
1	Mooliabeenee Road	0.0 to 6.73	6.73			\$ -
145	Hereford Way	0.0 to .950	0.95			\$ -
146	Murray Grey Circle	0.0 to 3.64	3.64			\$ -
164	Edmonds Place	0.0 to .160	0.97			\$ -
180	Ayrshire Loop	0.0 to 3.340	3.34			\$ -
147	Devon Way	0.0 to 2.03	2.03			\$ -
149	Angus Way	0.0 to .500	0.5			\$ -
150	Santa Gertrudius Drive	0.0 to 4.58	2.11			\$ -
200	Sugar Gum Drive	0.0 to 1.20	1.2			
188	Ghost Gum Ridge	0.0 to 1.91	1.91			
78	Hart Drive	0.0 to 5.24	5.24			\$ -
153	Powderbark Drive	0.0 to 1.30	1.3			\$ -
38	Reserve Road	0.0 to 1.08	1.08			\$ -
13	Crest Hill Road	1.6 to 4.6	3			\$ -
107	Peters Road	0.0 to 0.85	0.85			\$ -
178	Leschenaultia Drive	0.0 to 2.18	2.18			
49	West Point Road	0.0 to 3.730	3.73	3.0 - 4.7	1.7	\$ 77,203
52	Maddern Road	0.0 - 2.235	2.235			
Total			98.815	Total	6.7	\$ 304,271

### Rural Roads Reconstruction

Road N°	Road Hierarc hv	Road Name	Slk
2		Chittering Road(RRG)	0.0 to 26.720
2		Chittering/Lake Road(BS)	0.0 to 26.721
7		Chittering Valley Road(RRG)	0.0 to 8.780
36		Muchea South Road(RRG)	0.0 to 5.290
4		Muchea East Road	1.4 to 5.9
9		Wells Glover Road	8.5 to 12.5
1		Moolabeenee Road	0.0 to 6.73
55		Spice Road Blackspot	0.0 to 1.560
7		Chittering Road(NBS)	13.79 to 14.50
7		Chittering Valley/Chittering 2	8.780 CVR
10		Julimar Road(BS, Staged over 2 years)	Slk 3.6 to 4.1
4		Muchea East/Wandena Road (NBS)	Slk 6.0
2		Blue Plains/Maddern	slk 1.54
30		Wandena Road	slk 1.98 to 2.75
Totals			

2017/18		
SLK	PROJECT LENGTH	BUDGET
10.77-12.83	2.06	241677 \$ 591,444
		275360
0.0 to 1.05	1.05	391928 \$ 391,928
		134748 \$ -
13.79 to 14.50	0.71	\$ 127,201
3.70 to 4.00	0.3	\$ 31,000
6	0.1	\$ 262,398
slk 1.54	0.1	\$ 283,399
1.98 to 2.75	0.77	\$ 89,034
Total	5.09	\$ 1,776,404

2018/19		
SLK	PROJECT LENGTH	BUDGET
20.51-22.10	1.59	246510 \$ 391,951
		280868
		0
1.05 to 2.55	1.5	399767 \$ 599,650
Total	3.09	\$ 991,601

2019/20		
SLK	PROJECT LENGTH	BUDGET
22.10 to 23.6	1.5	251441 \$ 377,161
		0
		294911 \$ -
		0
2.55 to 4.05	1.5	407762 \$ 611,643
		303585
Total	3	\$ 988,804

Road N°	Road Hierarc hv	Road Name	Slk
2		Chittering Road(RRG)	0.0 to 26.720
2		Chittering/Lake Road(BS)	0.0 to 26.721
7		Chittering Valley Road(RRG)	0.0 to 8.780
36		Muchea South Road(RRG)	0.0 to 5.290
4		Muchea East Road	1.4 to 5.9
9		Wells Glover Road	8.5 to 12.5
1		Moolabeenee Road	0.0 to 6.73
55		Spice Road Blackspot	0.0 to 1.560
7		Chittering Road(NBS)	13.79 to 14.50
7		Chittering Valley/Chittering 2	8.780 CVR
10		Julimar Road(BS, Staged over 2 years)	Slk 3.6 to 4.1
4		Muchea East/Wandena Road (NBS)	Slk 6.0
2		Blue Plains/Maddern	slk 1.54
30		Wandena Road	slk 1.98 to 2.75
Totals			

2020/21		
SLK	PROJECT LENGTH	BUDGET
23.6 to 25.1	1.5	264013 \$ 396,019
2.78 to 4.28	1.5	318765 \$ 478,148
		318764
		\$ -
		\$ -
Total	3	\$ 874,166

2021/22		
SLK	PROJECT LENGTH	BUDGET
25.1 to 26.67	1.57	269293 \$ 422,790
1.28 to 1.48	0.2	325140 \$ 65,028
		334703
		334703
		\$ -
		\$ -
Total	1.77	\$ 487,818

2022/23		
SLK	PROJECT LENGTH	BUDGET
		274679 \$ -
0.0 to 1.28	1.28	331643 \$ 424,503
		341397 \$ -
		351438 \$ -
		\$ -
		\$ -
Total	1.28	\$ 424,503



## Rural Roads Reconstruction

Road N°	Road Hierarc hv	Road Name	Slk	2023/24			2024/25			2025/26		
				SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET	SLK	PROJECT LENGTH	BUDGET
2		Chittering Road(RRG)	0.0 to 26.720			288413 \$ -			0 \$ -			0 \$ -
2		Chittering/Lake Road(BS)	0.0 to 26.721									
7		Chittering Valley Road(RRG)	0.0 to 8.780			348225			0			0
36		Muchea South Road(RRG)	0.0 to 5.290									
4		Muchea East Road	1.4 to 5.9									
9		Wells Glover Road	8.5 to 12.5			348225 \$ -			355190 \$ -			362293 \$ -
1		Mooliabeenee Road	0.0 to 6.73	2.8 to 3.76	1. 2.46	358467 \$ 881,829	3.76 to 5.76	2	365636 \$ 731,273	3.76 to 5.76	2	372949 \$ 745,898
55		Spice Road	0.0 to 1.560									
		Blackspot										
7		Chittering Road(NBS)	13.79 to 14.50									
7		Chittering Valley/Chittering 2	8.780 CVR									
10		Jullimar Road(BS, Staged over 2 years)	Slk 3.6 to 4.1									
4		Muchea East/Wandena Road (NBS)	Slk 6.0									
2		Blue Plains/Maddern	slk 1.54									
30		Wandena Road	slk 1.98 to 2.75									
Totals				Total	2.46	\$ 881,829	Total	2	\$ 731,273	Total	2	\$ 745,898

Road N°	Road Hierarc hv	Road Name	Slk	2026/27		
				SLK	PROJECT LENGTH	BUDGET
2		Chittering Road(RRG)	0.0 to 26.720			0 \$ -
2		Chittering/Lake Road(BS)	0.0 to 26.721			
7		Chittering Valley Road(RRG)	0.0 to 8.780			0
36		Muchea South Road(RRG)	0.0 to 5.290			
4		Muchea East Road	1.4 to 5.9			
9		Wells Glover Road	8.5 to 12.5			369539 \$ -
1		Mooliabeenee Road	0.0 to 6.73	3.76 to 5.76	2	380408 \$ 760,816
55		Spice Road	0.0 to 1.560			
		Blackspot				
7		Chittering Road(NBS)	13.79 to 14.50			
7		Chittering Valley/Chittering 2	8.780 CVR			
10		Jullimar Road(BS, Staged over 2 years)	Slk 3.6 to 4.1			
4		Muchea East/Wandena Road (NBS)	Slk 6.0			
2		Blue Plains/Maddern	slk 1.54			
30		Wandena Road	slk 1.98 to 2.75			
Totals				Total	2	\$ 760,816

### Street Reconstruction

Road Name	SLK	Project Length	Project description	SLK	2017/18 PROJECT LENGTH	BUDGET	SLK	2018/19 PROJECT LENGTH	BUDGET	SLK	2019/20 PROJECT LENGTH	BUDGET
Wald Street	0.0 to 2.05	2.05	Reconstruct/asphalt seal			\$ -			\$ -	.43-.58	0.15	\$ 161,550
Street	0.0 to 2.08	2.08	Reconstruct/asphalt seal	1.06 to 1.23	0.17	\$ 179,872			\$ -			\$ -
Street	0.0 to .520	0.52	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
kle Street	0.0 to .640	0.64	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
hzie Street	0.0 to .330	0.33	Shoulder rehab. Final seal			\$ -	0.0 to .20	0.2	\$ 211,177			\$ -
n Street	0.0 to 1.690	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ore Street	0.0 to 2.100	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ring Street	0.0 to 1.650	1.65	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
de Gardens	0.0 to .52	0.52	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
rd Road	0.0 to .59	0.59	Reconstruct/two coat seal			\$ -			\$ -			\$ -
iper Mews	0.0 to .410	0.41	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
sher Ct	0.0 to .600	0.6	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
der Close	0.0 to .240	0.24	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
top Ramble	0.96 to 2.970	2.97	Reconstruct shoulders and seal/final seal	.960 to 1.60	0.64	\$ 172,207.00			\$ -	1.21 to 1.46	0.25	\$ 269,250
top Ramble(BS)	1.9 TO 2.1	0.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Gr	0.0 .430	0.43	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
reen Rise	0.0 to .380	0.38	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
view Rise	0.0 to .280	0.28	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
t Hill Parade	0.0 to 4.57	4.57	Reconstruct shoulders and seal/final seal			\$ -	3.32 to 3.57	0.25	\$ 263,971	3.57 to 3.82	0.25	\$ 269,250
ards Place	0.0 to 2.20	2.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
ers Way	0.0 to 0.17	0.17	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Place(R2R)	0.0 to .261	0.09	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
ah Rise	0.0 to .15	0.15	Construct and seal			\$ -			\$ -			\$ -
L		23.31		TOTAL	0.81	\$ 352,079	TOTAL	0.45	\$ 475,148	TOTAL	0.65	\$ 700,051



### Street Reconstruction

Road Name	Slk	Project Length	Project description	SLK	2020/21 PROJECT LENGTH	BUDGET	SLK	2021/22 PROJECT LENGTH	BUDGET	SLK	2022/23 PROJECT LENGTH	BUDGET
ald Street	0.0 to 2.05	2.05	Reconstruct/asphalt seal	.58-.83	0.25	\$ 274,635	.83-1.08	0.25	\$ 280,128	1.08-1.33	0.25	\$ 285,731
reet	0.0 to 2.08	2.08	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Street	0.0 to .520	0.52	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
kle Street	0.0 to .640	0.64	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
nzie Street	0.0 to .330	0.33	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
n Street	0.0 to 1.690	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ore Street	0.0 to 2.100	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ring Street	0.0 to 1.650	1.65	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
de Gardens	0.0 to .52	0.52	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
rd Road	0.0 to .59	0.59	Reconstruct/two coat seal			\$ -			\$ -			\$ -
iper Mews	0.0 to .410	0.41	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
sher Ct	0.0 to .600	0.6	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ler Close	0.0 to .240	0.24	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
top Ramble	0.96 to 2.970	2.97	construct shoulders and seal/final seal	1.46 to 1.71	0.25	\$ 274,635			\$ -	1.71-1.96	0.25	\$ 285,731
top Ramble(BS)	1.9 TO 2.1	0.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Gr	0.0 .430	0.43	Shoulder rehab. Final seal			\$ -			\$ -			
reen Rise	0.0 to .380	0.38	Shoulder rehab. Final seal			\$ -			\$ -			
view Rise	0.0 to .280	0.28	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
t Hill Parade	0.0 to 4.57	4.57	construct shoulders and seal/final seal	3.82 to 4.02	0.2	\$ 219,708	4.07 to 4.42	0.35	\$ 392,179	4.42 to 4.57	0.25	\$ 285,731
ards Place	0.0 to 2.20	2.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
ers Way	0.0 to 0.17	0.17	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Place(R2R)	0.0 to .261	0.09	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
ah Rise	0.0 to .15	0.15	Construct and seal			\$ -			\$ -			\$ -
L		23.31		TOTAL	0.7	\$ 768,979		0.6	\$ 672,307		0.75	\$ 857,192



### Street Reconstruction

Road Name	SLK	Project Length	Project description	2017/18 SLK	2017/18 PROJECT LENGTH	BUDGET	2018/19 SLK	2018/19 PROJECT LENGTH	BUDGET	2019/20 SLK	2019/20 PROJECT LENGTH	BUDGET
ald Street	0.0 to 2.05	2.05	Reconstruct/asphalt seal			\$ -			\$ -	.43-.58	0.15	\$ 161,550
street	0.0 to 2.08	2.08	Reconstruct/asphalt seal	1.06 to 1.23	0.17	\$ 179,872			\$ -			\$ -
Street	0.0 to .520	0.52	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
kle Street	0.0 to .640	0.64	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
nzle Street	0.0 to .330	0.33	Shoulder rehab. Final seal			\$ -	0.0 to .20	0.2	\$ 211,177			\$ -
n Street	0.0 to 1.690	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ore Street	0.0 to 2.100	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ring Street	0.0 to 1.650	1.65	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
de Gardens	0.0 to.52	0.52	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
rd Road	0.0 to .59	0.59	Reconstruct/two coat seal			\$ -			\$ -			\$ -
iper Mews	0.0 to .410	0.41	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
sher Ct	0.0 to .600	0.6	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
ler Close	0.0 to .240	0.24	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
top Ramble	0.96 to 2.970	2.97	Reconstruct shoulders and seal/final seal	.960 to 1.60	0.64	\$ 172,207.00			\$ -	1.21 to 1.46	0.25	\$ 269,250
top Ramble(BS)	1.9 TO 2.1	0.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Gr	0.0 .430	0.43	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
reen Rise	0.0 to .380	0.38	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
review Rise	0.0 to.280	0.28	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
t Hill Parade	0.0 to 4.57	4.57	Reconstruct shoulders and seal/final seal			\$ -	3.32 to 3.57	0.25	\$ 263,971	3.57 to 3.82	0.25	\$ 269,250
rds Place	0.0 to 2.20	2.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
ers Way	0.0 to 0.17	0.17	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Place(R2R)	0.0 to .261	0.09	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
ah Rise	0.0 to .15	0.15	Construct and seal			\$ -			\$ -			\$ -
L		23.31		TOTAL	0.81	\$ 352,079	TOTAL	0.45	\$ 475,148	TOTAL	0.65	\$ 700,051

## Town Street Reconstruction

Road Name	Slk	Project Length	Project description	SLK	2020/21 PROJECT LENGTH	BUDGET	SLK	2021/22 PROJECT LENGTH	BUDGET	SLK	2022/23 PROJECT LENGTH	BUDGET
Archibald Street	0.0 to 2.05	2.05	Reconstruct/asphalt seal	.58-.83	0.25	\$ 274,635	.83-1.08	0.25	\$ 280,128	1.08-1.33	0.25	\$ 285,731
Carl Street	0.0 to 2.08	2.08	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Steer Street	0.0 to .520	0.52	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Arbuckle Street	0.0 to .640	0.64	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
McKenzie Street	0.0 to .330	0.33	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Davern Street	0.0 to 1.690	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Philmore Street	0.0 to 2.100	1.12	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Chittering Street	0.0 to 1.650	1.65	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Parkside Gardens	0.0 to .52	0.52	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Orchard Road	0.0 to .59	0.59	Reconstruct/two coat seal			\$ -			\$ -			\$ -
Sandpiper Mews	0.0 to .410	0.41	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Kingfisher Ct	0.0 to .600	0.6	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Whistler Close	0.0 to .240	0.24	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Ridgetop Ramble	0.96 to 2.970	2.97	construct shoulders and seal/final seal	1.46 to 1.71	0.25	\$ 274,635			\$ -	1.71-1.96	0.25	\$ 285,731
Ridgetop Ramble(BS)	1.9 TO 2.1	0.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Robin Gr	0.0 .430	0.43	Shoulder rehab. Final seal			\$ -			\$ -			
Evergreen Rise	0.0 to .380	0.38	Shoulder rehab. Final seal			\$ -			\$ -			
Rangeview Rise	0.0 to .280	0.28	Shoulder rehab. Final seal			\$ -			\$ -			\$ -
Forest Hill Parade	0.0 to 4.57	4.57	construct shoulders and seal/final seal	3.82 to 4.02	0.2	\$ 219,708	4.07 to 4.42	0.35	\$ 392,179	4.42 to 4.57	0.25	\$ 285,731
Edwards Place	0.0 to 2.20	2.2	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Learners Way	0.0 to 0.17	0.17	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Binda Place(R2R)	0.0 to .261	0.09	Reconstruct/asphalt seal			\$ -			\$ -			\$ -
Woolah Rise	0.0 to .15	0.15	Construct and seal			\$ -			\$ -			\$ -
<b>TOTAL</b>		<b>23.31</b>		<b>TOTAL</b>	<b>0.7</b>	<b>\$ 768,979</b>		<b>0.6</b>	<b>\$ 672,307</b>		<b>0.75</b>	<b>\$ 857,192</b>



## Town Street Reconstruction

Road Name	SLK	Project Length	Project description	SLK	2023/24 PROJECT LENGTH	BUDGET	SLK	2024/25 PROJECT LENGTH	BUDGET	SLK	2025/26 PROJECT LENGTH	BUDGET
Archibald Street	0.0 to 2.05	2.05	Reconstruct/asphalt seal									
Carl Street	0.0 to 2.08	2.08	Reconstruct/asphalt seal	1.07-1.4	0.33	\$ 384,708	1.4-1.75	0.35	\$ 416,184	1.75-2.1	0.35	\$ 424,507
Steer Street	0.0 to .520	0.52	Shoulder rehab. Final seal	0.0 to .25	0.25	\$ 291,445	0.25 to .5	0.25	\$ 297,274	0.25 to .5	0.25	\$ 303,220
Arbuckle Street	0.0 to .640	0.64	Shoulder rehab. Final seal									
McKenzie Street	0.0 to .330	0.33	Shoulder rehab. Final seal									
Davern Street	0.0 to 1.690	1.12	Shoulder rehab. Final seal									
Philmore Street	0.0 to 2.100	1.12	Shoulder rehab. Final seal									
Chittering Street	0.0 to 1.650	1.65	Shoulder rehab. Final seal									
Parkside Gardens	0.0 to .52	0.52	Reconstruct/asphalt seal									
Orchard Road	0.0 to .59	0.59	Reconstruct/two coat seal									
Sandpiper Mews	0.0 to .410	0.41	Shoulder rehab. Final seal									
Kingfisher Ct	0.0 to .600	0.6	Shoulder rehab. Final seal									
Whistler Close	0.0 to .240	0.24	Shoulder rehab. Final seal									
Ridgetop Ramble	0.96 to 2.970	2.97	construct shoulders and seal/final seal									
Ridgetop Ramble(BS)	1.9 TO 2.1	0.2	Reconstruct/asphalt seal									
Robin Gr	0.0 .430	0.43	Shoulder rehab. Final seal									
Evergreen Rise	0.0 to .380	0.38	Shoulder rehab. Final seal									
Rangeview Rise	0.0 to .280	0.28	Shoulder rehab. Final seal									
Forest Hill Parade	0.0 to 4.57	4.57	construct shoulders and seal/final seal									
Edwards Place	0.0 to 2.20	2.2	Reconstruct/asphalt seal									
Learners Way	0.0 to 0.17	0.17	Reconstruct/asphalt seal									
Binda Place(R2R)	0.0 to .261	0.09	Reconstruct/asphalt seal									
Woolah Rise	0.0 to .15	0.15	Construct and seal									
<b>TOTAL</b>		<b>23.31</b>			<b>0.58</b>	<b>\$ 676,153</b>	<b>TOTAL</b>	<b>0.6</b>	<b>\$ 713,458</b>		<b>0.6</b>	<b>\$ 727,727</b>

### Town Street Reconstruction

Road Name	Slk	Project Length	Project description
Archibald Street	0.0 to 2.05	2.05	Reconstruct/asphalt seal
Carl Street	0.0 to 2.08	2.08	Reconstruct/asphalt seal
Steer Street	0.0 to .520	0.52	Shoulder rehab. Final seal
Arbuckle Street	0.0 to .640	0.64	Shoulder rehab. Final seal
McKenzie Street	0.0 to .330	0.33	Shoulder rehab. Final seal
Davern Street	0.0 to 1.690	1.12	Shoulder rehab. Final seal
Philmore Street	0.0 to 2.100	1.12	Shoulder rehab. Final seal
Chittering Street	0.0 to 1.650	1.65	Shoulder rehab. Final seal
Parkside Gardens	0.0 to .52	0.52	Reconstruct/asphalt seal
Orchard Road	0.0 to .59	0.59	Reconstruct/two coat seal
Sandpiper Mews	0.0 to .410	0.41	Shoulder rehab. Final seal
Kingfisher Ct	0.0 to .600	0.6	Shoulder rehab. Final seal
Whistler Close	0.0 to .240	0.24	Shoulder rehab. Final seal
Ridgetop Ramble	0.96 to 2.970	2.97	construct shoulders and seal/final seal
Ridgetop Ramble(BS)	1.9 TO 2.1	0.2	Reconstruct/asphalt seal
Robin Gr	0.0 .430	0.43	Shoulder rehab. Final seal
Evergreen Rise	0.0 to .380	0.38	Shoulder rehab. Final seal
Rangeview Rise	0.0 to .280	0.28	Shoulder rehab. Final seal
Forest Hill Parade	0.0 to 4.57	4.57	construct shoulders and seal/final seal
Edwards Place	0.0 to 2.20	2.2	Reconstruct/asphalt seal
Learners Way	0.0 to 0.17	0.17	Reconstruct/asphalt seal
Binda Place(R2R)	0.0 to .261	0.09	Reconstruct/asphalt seal
Woolah Rise	0.0 to .15	0.15	Construct and seal
<b>TOTAL</b>		<b>23.31</b>	

[illegible]

Future List	
16	Gray Road
25	Fewster Street
77	Hidaway Drive
80	Hart Drive
82	Bonza Place
83	Egret Place
84	Godwit Gl
85	Warbler Ct
86	Bittern Pl
87	Heron HI
88	Spoonbill Cl
89	Teal Pl
90	Pelican Rise

## Bridges

Bridge N°	Scope of works	Road Name	Slk	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
4025	Substructure repairs	Chittering Road	9.25						
4026	Substructure repairs	Chittering Road	11.2					\$ 150,000	
4027	Replace with culvert	Chittering Road	11.34						\$ 250,000
4030	Substructure repairs	Chittering Valley Road	0.32						\$ 150,000
4031	Substructure repairs	Chittering Valley Road	1.05						\$ 150,000
4701	Replace with Culvert	Blizzard Road	0.32			\$ 200,000			
4868	Replace with Culvert	Chittering Valley Road	0.07						
5063	Substructure repairs	Valley View Drive	0.06				\$ 150,000		
5064	Substructure repairs	Valley View Drive	0.28				\$ 150,000		
Totals				\$ -	\$ -	\$ 200,000	\$ 300,000	\$ 150,000	\$ 550,000
4852	substructure works	Keating Road							
5374	replace with culvert	Flat Rocks Road						\$ 280,000	

Bridge N°	Scope of works	Road Name	Slk	2019/20	2020/21	2021/22	2022/23	2023/24
4025	Substructure repairs	Chittering Road	9.25	\$ 150,000				
4026	Substructure repairs	Chittering Road	11.2					
4027	Replace with culvert	Chittering Road	11.34					
4030	Substructure repairs	Chittering Valley Road	0.32					
4031	Substructure repairs	Chittering Valley Road	1.05					
4701	Replace with Culvert	Blizzard Road	0.32					
4868	Replace with Culvert	Chittering Valley Road	0.07		\$ 250,000			
5063	Substructure repairs	Valley View Drive	0.06					
5064	Substructure repairs	Valley View Drive	0.28					
Totals				\$ 150,000	\$ 250,000	\$ -	\$ -	
4852	substructure works	Keating Road						
5374	replace with culvert	Flat Rocks Road						

carryover to 17/18



## ATTACHMENT 6

## TEN YEAR BUILDING PROGRAM

Property Description	2013-2014			2014-2015			2015-2016		
	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure
Bindoon Cemetery Toilet	1,750	0	0	1,740	0	0	2,033	0	0
Bindoon Hall	37,577	0	700,000	28,239	0	0	19,567	0	0
Bindoon Medical Centre	9,210	0	15,000	10,664	0	0	12,699	0	0
Bindoon Toilet	40,100	0	0	27,699	0	0	32,013	0	0
Blackboy Ridge Toilet	7,304	0	0	7,081	2,500	0	3,834	0	0
Brockman Centre Precinct	30,760	2,000	0	23,732	0	0	27,481	0	0
Chinkabee Complex	28,500	0	0	14,143	0	0	16,686	0	0
Chittering Health Centre									
Chittering Hall	25,640	9,000	0	25,798	0	0	29,133	0	0
Chittering Hall Outside Toilet	0	0	0	0	0	0	1,200	0	0
Clune Park Rotunda	3,316	0	10,000	1,470	2,500	0	1,544	0	0
Clune Park Toilets	22,455	0	0	18,819	0	0	18,709	0	0
Community Housing Common	24,790	0	0	7,395	0	0	8,274	0	0
Comm Housing Unit 1/8	4,030	5,000	0	4,881	2,000	0	11,296	0	0
Comm Housing Unit 2/8	4,030	0	0	5,590	3,900	0	6,222	0	0
Comm Housing Unit 3/8	5,630	0	0	4,725	0	0	5,816	0	0
Comm Housing Unit 4/8	4,530	10,000	0	8,324	0	0	9,661	0	0
Comm Housing Unit 5/8	5,630	0	0	4,685	0	0	4,916	0	0
Comm Housing Unit 6/8	4,030	4,000	0	4,296	0	0	5,240	0	0
6169 Great Northern Highway	14,385	0	0	10,191	0	0	12,036	0	0
Council Chambers	11,285	8,000	0	22,765	7,000	0	10,144	0	0
Ferguson House	11,405	0	0	5,867	0	0	8,022	0	0
Fire Station - Bindoon	5,000	0	0	7,577	0	0	8,690	0	0
Fire Station - Lower Chittering	5,000	0	0	7,679	0	0	12,907	0	0
Fire Station - Muchea	5,000	0	0	7,577	0	0	8,690	0	0
Fire Station - Upper Chittering	5,000	0	0	7,577	0	0	12,690	0	0
Fire Station - Wannamal	5,000	0	0	7,577	0	0	7,190	0	0
John Glenn Park Toilet	20,590	0	0	13,500	0	0	15,060	0	0
Library	14,020	0	0	5,180	0	0	7,926	6,000	0
Muchea Hall	37,730	7,000	0	29,603	0	0	37,247	0	0
Muchea Oval Storage Shed	3,500	0	0	0	0	0	0	0	0
Sandown Park	1,840	0	0	1,932	0	0	2,029	0	0
Seniors Housing Common	24,320	0	0	12,394	0	0	9,488	0	0
Sen Housing Unit 1/11	3,960	5,000	0	7,231	0	0	5,911	0	0
Sen Housing Unit 2/11	3,750	0	0	7,081	0	0	5,753	7,700	0
Sen Housing Unit 3/11	3,750	5,000	0	7,081	0	0	5,753	3,500	0
Sen Housing Unit 4/11	3,890	0	0	7,193	0	0	5,871	3,500	0
Sen Housing Unit 5/11	3,795	0	0	7,126	0	0	5,800	0	0
Sen Housing Unit 6/11	3,800	0	0	7,126	0	0	5,800	0	0
Sen Housing Unit 7/11	3,850	6,000	0	7,126	0	0	6,249	0	0
Sen Housing Unit 8/11	4,800	0	0	5,126	0	0	5,800	0	0
Shire Admin Office	54,320	4,500	0	52,045	0	31,780	52,615	0	10,000
Shire Depot	34,680	0	0	24,048	0	0	25,280	0	0
Staff Housing Common	23,823	0	0	11,018	0	0	4,215	0	0
Staff Housing Unit 1/6194	5,175	5,000	0	5,777	0	0	8,132	0	0
Staff Housing Unit 2/6194	4,720	0	0	5,207	7,000	0	5,881	0	0
Staff Housing Unit 3/6194	4,720	18,000	0	4,999	0	0	5,246	0	0
Staff Housing Unit 4/6194	4,720	5,000	0	4,999	7,200	0	5,881	0	0
Sussex Bend Toilet Block									
Tech Services Building	27,970	13,000	3,000	22,219	4,500	0	24,524	0	0
Tourist Bureau	15,050	0	0	13,154	0	0	15,378	0	0
Wannamal Hall	30,092	0	0	17,518	0	0	17,888	9,000	0
Wannamal Rest Area & Toilets	9,120	0	0	15,970	0	0	16,769	0	0
TOTAL:	669,342	106,500	728,000	570,736	36,600	31,780	597,187	29,700	10,000

Property Description	2016-2017			2017-2018			2018-2019		
	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure
Bindoon Cemetery Toilet	1,740	1,400	0	3,342	0	0	1,808	500	0
Bindoon Hall	12,716	0	0	9,665	0	0	10,148	0	0
Bindoon Medical Centre	6,165	0	0	6,473	6,000	0	6,797	12,500	0
Bindoon Toilet	33,629	350	0	34,869	0	0	36,612	0	0
Blackboy Ridge Toilet	5,450	0	0	4,159	0	0	3,975	0	0
Brockman Centre Precinct	28,947	0	0	25,952	0	0	29,050	25,000	0
Chinkabee Complex	14,340	5,000	0	14,235	0	0	14,580	0	0
Chittering Health Centre	8,176	0	0						
Chittering Hall	19,729	0	0	24,808	0	0	20,693	0	25,000
Chittering Hall Outside Toilet	0	0	0	0	0	0	0	0	0
Clune Park Rotunda	1,621	0	0	1,702	3,000	0	1,787	0	0
Clune Park Toilets	23,336	1,584	0	25,156	0	0	25,367	5,000	0
Community Housing Common	8,389	0	0	7,274	0	0	6,508	0	0
Comm Housing Unit 1/8	5,469	3,500	0	4,939	4,200	0	9,020	0	0
Comm Housing Unit 2/8	7,219	0	0	7,126	0	0	5,172	7,400	0
Comm Housing Unit 3/8	5,976	0	0	6,044	3,500	0	8,920	0	0
Comm Housing Unit 4/8	4,933	2,800	0	4,896	10,000	0	5,141	0	0
Comm Housing Unit 5/8	4,589	0	0	3,733	0	0	3,920	0	0
Comm Housing Unit 6/8	5,635	0	0	6,878	0	0	13,219	0	0
6169 Great Northern Highway	4,012	0	0	3,855	0	0	5,448	0	0
Council Chambers	7,348	0	0	7,798	0	0	10,188	0	0
Ferguson House	6,595	2,000	0	6,242	0	0	6,554	0	0
Fire Station - Bindoon	14,749	0	0	13,927	6,000	0	8,324	8,000	0
Fire Station - Lower Chittering	9,396	0	0	8,419	0	0	8,978	0	0
Fire Station - Muchea	9,050	0	0	7,927	0	0	8,324	6,000	0
Fire Station - Upper Chittering	9,050	0	0	13,611	0	0	8,324	8,000	0
Fire Station - Wannamal	7,550	0	0	7,927	0	0	9,824	0	0
John Glenn Park Toilet	18,811	0	0	20,751	0	0	20,739	1,800	0
Library	10,700	6,000	0	11,172	0	0	11,731	0	0
Muchea Hall	27,409	24,500	0	28,685	0	0	26,868	10,000	0
Muchea Oval Storage Shed	0	0	0	0	0	0	0	0	0
Sandown Park	0	0	0	0	0	0	0	0	0
Seniors Housing Common	7,812	400	0	6,232	0	0	6,544	0	0
Sen Housing Unit 1/11	5,015	3,000	0	8,104	0	0	4,999	3,500	0
Sen Housing Unit 2/11	5,708	0	0	6,690	3,500	0	5,764	6,000	0
Sen Housing Unit 3/11	5,015	0	0	4,871	0	0	10,147	0	0
Sen Housing Unit 4/11	5,015	3,000	0	5,962	0	0	5,000	6,000	0
Sen Housing Unit 5/11	5,015	0	0	4,762	3,000	0	5,000	6,000	0
Sen Housing Unit 6/11	5,015	0	0	4,762	3,500	0	6,000	6,000	0
Sen Housing Unit 7/11	6,015	0	0	4,762	0	0	8,834	0	0
Sen Housing Unit 8/11	5,015	3,000	0	4,762	0	0	9,834	6,000	0
Shire Admin Office	43,039	6,700	0	50,022	15,000	9,000	52,498	0	0
Shire Depot	23,093	0	37,000	17,783	0	0	18,790	0	0
Staff Housing Common	4,412	0	0	4,632	0	0	4,864	0	0
Staff Housing Unit 1/6194	6,568	4,200	0	5,821	4,100	0	9,112	5,800	0
Staff Housing Unit 2/6194	7,230	0	0	4,517	8,200	0	13,212	0	0
Staff Housing Unit 3/6194	4,427	0	0	3,587	600	0	3,766	4,200	0
Staff Housing Unit 4/6194	6,776	0	0	6,018	600	0	5,936	0	0
Sussex Bend Toilet Block	12,277	0	0						
Tech Services Building	21,963	0	0	21,080	3,800	0	24,787	0	0
Tourist Bureau	10,472	0	0	8,395	2,000	0	8,814	0	0
Wannamal Hall	12,992	0	0	10,033	5,000	0	13,535	0	0
Wannamal Rest Area & Toilets	17,113	0	0	18,051	3,000	0	18,954	0	0
<b>TOTAL:</b>	<b>542,713</b>	<b>67,434</b>	<b>37,000</b>	<b>522,415</b>	<b>85,000</b>	<b>9,000</b>	<b>564,408</b>	<b>127,700</b>	<b>25,000</b>

Property Description	2019-2020			2020-2021			2021-2022			2022-2023		
	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure	Operating Expenditure	Asset Preservation	Capital Expenditure
Bindoon Cemetery Toilet	2,138	0	0	3,193	0	0	2,358	0	0	2,197	0	0
Bindoon Hall	10,655	2,800	0	11,187	0	0	13,147	0	0	15,655	0	0
Bindoon Medical Centre	7,137	2,000	0	8,403	0	0	8,233	4,200	0	8,645	0	0
Bindoon Toilet	38,443	10,000	0	40,661	0	0	44,183	0	0	44,502	0	0
Blackboy Ridge Toilet	4,174	3,000	0	4,383	0	0	4,947	0	0	4,832	0	0
Brockman Centre Precinct	29,663	14,000	0	30,043	0	0	32,809	5,000	25,000	41,122	10,000	0
Chinkabee Complex	17,079	0	0	19,074	20,000	0	17,987	0	0	17,633	6,000	0
Chittering Health Centre												
Chittering Hall	21,728	0	0	24,401	0	0	23,955	16,000	0	33,152	0	0
Chittering Hall Outside Toilet	0	0	0	1,400	7,000	0	0	0	0	0	0	0
Clune Park Rotunda	1,876	0	0	1,970	0	0	2,068	0	0	2,172	0	0
Clune Park Toilets	26,635	0	0	28,964	0	0	29,368	0	0	30,838	0	0
Community Housing Common	7,959	0	0	7,327	0	0	8,712	0	0	8,118	0	0
Comm Housing Unit 1/8	5,444	2,400	0	7,409	0	0	6,367	0	0	7,350	0	0
Comm Housing Unit 2/8	5,431	0	0	6,398	0	0	6,539	0	0	6,244	0	0
Comm Housing Unit 3/8	5,340	7,400	0	5,608	0	0	6,455	0	0	6,755	6,000	0
Comm Housing Unit 4/8	5,398	2,400	0	5,668	0	0	6,518	0	0	7,049	0	0
Comm Housing Unit 5/8	5,616	0	0	4,322	0	0	5,105	0	0	4,765	0	0
Comm Housing Unit 6/8	13,393	3,800	0	17,382	0	0	23,585	0	0	31,765	0	0
6169 Great Northern Highway	4,250	0	0	4,463	2,500	0	4,844	0	0	4,920	0	0
Council Chambers	8,597	4,500	0	9,027	0	0	9,479	0	0	9,953	0	0
Ferguson House	8,082	0	0	8,626	6,000	0	7,587	0	0	7,967	6,300	0
Fire Station - Bindoon	8,740	0	0	12,077	6,000	0	11,136	0	0	10,117	0	0
Fire Station - Lower Chittering	17,364	0	0	11,717	6,000	0	16,403	8,000	0	19,636	0	0
Fire Station - Muchea	16,592	3,000	0	22,677	0	0	11,136	5,000	0	10,118	0	0
Fire Station - Upper Chittering	10,140	0	0	14,677	6,000	0	11,136	7,000	0	10,118	0	0
Fire Station - Wannamal	10,140	0	0	13,177	0	0	9,636	0	0	16,117	8,000	0
John Glenn Park Toilet	21,776	0	0	24,365	0	0	25,208	3,000	0	25,208	0	0
Library	12,318	0	0	12,934	0	0	13,580	0	0	14,259	6,000	0
Muchea Hall	25,975	0	0	25,671	20,000	0	33,164	0	0	27,804	0	0
Muchea Oval Storage Shed	0	0	0	0	0	0	0	0	0	0	0	0
Sandown Park	0	0	0	0	0	0	0	0	0	0	0	0
Seniors Housing Common	6,871	0	0	7,214	0	0	7,575	0	0	7,954	0	0
Sen Housing Unit 1/11	5,249	0	0	5,512	0	0	6,169	2,400	0	6,076	0	0
Sen Housing Unit 2/11	7,853	0	0	6,355	2,400	0	7,054	0	0	7,006	0	0
Sen Housing Unit 3/11	5,365	2,400	0	5,631	4,000	0	6,290	0	0	6,200	0	0
Sen Housing Unit 4/11	9,076	2,400	0	5,513	3,500	0	6,170	0	0	6,078	0	0
Sen Housing Unit 5/11	10,076	3,500	0	7,113	0	0	6,170	2,400	0	6,078	0	0
Sen Housing Unit 6/11	9,076	0	0	5,513	3,500	0	6,170	2,400	0	6,078	0	0
Sen Housing Unit 7/11	5,250	9,000	0	5,513	0	0	6,170	2,400	0	6,077	0	0
Sen Housing Unit 8/11	5,250	0	0	5,513	2,400	0	6,170	4,500	0	6,077	0	0
Shire Admin Office	48,910	9,000	0	51,356	0	0	66,550	30,000	0	56,520	0	0
Shire Depot	21,406	0	0	20,586	0	0	21,672	0	0	25,696	0	0
Staff Housing Common	5,107	0	0	5,362	0	0	5,630	0	0	5,912	0	0
Staff Housing Unit 1/6194	7,818	0	0	8,339	4,800	0	7,792	0	0	7,714	0	0
Staff Housing Unit 2/6194	4,981	0	0	5,230	0	0	6,207	0	0	6,050	0	0
Staff Housing Unit 3/6194	5,155	0	0	11,484	0	0	5,678	0	0	6,364	0	0
Staff Housing Unit 4/6194	4,968	2,400	0	5,808	0	0	7,242	0	0	12,610	0	0
Sussex Bend Toilet Block												
Tech Services Building	24,404	0	0	24,347	1,500	0	26,304	0	0	26,807	0	0
Tourist Bureau	9,255	5,000	0	16,353	6,000	0	10,712	6,000	0	10,715	15,000	0
Wannamal Hall	15,061	54,000	0	11,615	0	0	18,353	0	0	12,823	0	0
Wannamal Rest Area & Toilets	21,302	2,000	0	21,547	0	0	21,942	0	0	30,039	0	0
<b>TOTAL:</b>	<b>584,516</b>	<b>145,000</b>	<b>0</b>	<b>623,108</b>	<b>101,600</b>	<b>0</b>	<b>651,665</b>	<b>98,300</b>	<b>25,000</b>	<b>687,887</b>	<b>57,300</b>	<b>0</b>



## ATTACHMENT 7

Uniqco Operations West  
10 Year Replacement Program Report

Region  
Chittering

Plant No : Rego : Group : Make	Estimated Costs		Purchase Date	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
	Budget Replacement Price	Budget Disposal Price											
P0001 0CH : Car 6 Cylinder : Holden			24/11/2015										
	\$45,455	\$27,273		\$18,182	\$0	\$0	\$0	\$0	\$18,182	\$0	\$0	\$0	\$0
P0003 00CH : Car 6 Cylinder : Holden			04/09/2015										
	\$36,364	\$10,000		\$0	\$26,364	\$0	\$0	\$0	\$26,364	\$0	\$0	\$0	\$26,364
P0004 CH0 : Utility Chassis Cab 4 : Holden			30/07/2015										
	\$43,182	\$14,091		\$0	\$0	\$0	\$29,091	\$0	\$0	\$0	\$0	\$29,091	\$0
P0005 CH1270 : Car 6 Cylinder : Holden			25/08/2015										
	\$36,364	\$17,273		\$0	\$0	\$19,091	\$0	\$0	\$0	\$0	\$19,091	\$0	\$0
P0018 CH018 : Trailer : Posifix			31/12/1980										
	\$24,545	\$2,727		\$0	\$21,818	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
P0035 CH354 : Utility Chassis Cab 4 : Holden			11/09/2014										
	\$40,909	\$12,727		\$0	\$28,182	\$0	\$0	\$28,182	\$0	\$0	\$0	\$28,182	\$0
P0177 CH5464 : Bus : Toyota			24/05/2006										
	\$113,636	\$15,000		\$98,636	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
P0230 CH230 : Utility Chassis Cab 6 : Holden			24/11/2014										
	\$40,909	\$10,000		\$0	\$30,909	\$0	\$0	\$0	\$30,909	\$0	\$0	\$0	\$0
P0231 CH003 : Utility Chassis Cab 4 : Holden			16/01/2014										
	\$40,909	\$10,000		\$30,909	\$0	\$0	\$30,909	\$0	\$0	\$30,909	\$0	\$0	\$0
P10099 CH10099 : Truck Medium (MR) 6 : Isuzu			30/04/2016										
	\$95,455	\$40,909		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$54,545	\$0
P10178 000CH : Car 4 Cylinder : Holden			25/11/2014										
	\$45,455	\$17,273		\$28,182	\$0	\$0	\$0	\$0	\$28,182	\$0	\$0	\$0	\$0

Report Parameters: Financial Year: 2017/2018 Category: [n/a], [Unknown], Hire, Light Fleet, Major Plant > \$10K, Minor Plant < \$10K, Other Assets Region: Chittering Current Report run on: 31/01/2018  
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**Uniqco Operations West**  
**10 Year Replacement Program Report**

**Region**  
**Chittering**

Plant No : Rego : Group : Make	Estimated Costs		Purchase Date	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
	Budget Replacement Price	Budget Disposal Price											
P10555 CH10555 : Motor Grader : Komatsu			30/06/2014										
	\$380,000	\$81,818		\$0	\$0	\$0	\$0	\$0	\$0	\$298,182	\$0	\$0	\$0
P10886 CH10886 : Mower\Slasher : Toro			11/10/2017										
	\$20,000	\$4,545		\$0	\$0	\$0	\$0	\$0	\$15,455	\$0	\$0	\$0	\$0
P1252 CH1252 : Truck Medium (MR) 6 : Isuzu			14/12/2010										
	\$142,000	\$22,727		\$119,273	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
P1254 CH1254 : Truck Heavy (HR HC) 6 : Fuso			17/06/2015										
	\$203,000	\$87,000		\$0	\$0	\$0	\$0	\$0	\$116,000	\$0	\$0	\$0	\$0
P1255 CH1255 : Truck Heavy (HR HC) 6 : Fuso			10/05/2013										
	\$210,000	\$90,000		\$0	\$0	\$0	\$0	\$0	\$120,000	\$0	\$0	\$0	\$0
P1256 CH1256 : Truck Heavy (HR HC) 6 : Isuzu			24/05/2016										
	\$160,000	\$70,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$90,000	\$0
P1257 CH5757 : Truck Medium (MR) 4 : Fuso			17/06/2015										
	\$92,000	\$40,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,000	\$0	\$0
P1258 CH1258 : Truck Medium (MR) 4 : Fuso			16/06/2015										
	\$88,182	\$38,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,182	\$0	\$0
P1261 CH1261 : Motor Grader : Caterpillar			06/02/2004										
	\$372,727	\$35,000		\$0	\$337,727	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
P1262 CH1262 : Car 4 Cylinder : Holden			31/08/2014										
	\$28,182	\$10,000		\$0	\$0	\$18,182	\$0	\$0	\$0	\$0	\$18,182	\$0	\$0
P1263 CH1263 : Roller : Multipac			30/11/2009										
	\$165,000	\$30,000		\$0	\$0	\$135,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Report Parameters: Financial Year: 2017/2018 Category: [n/a], [Unknown], Hire, Light Fleet, Major Plant > \$10K, Minor Plant < \$10K, Other Assets Region: Chittering Current Report run on: 31/01/2018  
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**Uniqco Operations West**  
**10 Year Replacement Program Report**

**Region**  
**Chittering**

Plant No : Rego : Group : Make	Estimated Costs		Purchase Date	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
	Budget Replacement Price	Budget Disposal Price											
P1266 CH1266 : Loader Backhoe : JCB			27/05/2016										
	\$203,000	\$44,000		\$0	\$0	\$0	\$0	\$0	\$0	\$159,000	\$0	\$0	\$0
P1270 CH451 : Car 4 Cylinder : Holden			31/08/2014										
	\$28,182	\$10,000		\$0	\$18,182	\$0	\$0	\$0	\$18,182	\$0	\$0	\$0	\$18,182
P1271 CH1271 : Mower\Slasher : Toro			17/01/2017										
	\$36,364	\$4,545		\$0	\$0	\$0	\$31,818	\$0	\$0	\$0	\$31,818	\$0	\$0
P1273 CH1273 : Loader Crawler : Caterpillar			30/11/2012										
	\$450,000	\$50,000		\$0	\$0	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0
P1278 CH602 : Car 4 Cylinder : Holden			14/09/2015										
	\$20,000	\$10,000		\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	\$0
P1280 : Compactor : Bomag			31/12/2011										
	\$16,364	\$1,818		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,545
P1281 P1260 : Loader Skid Steer : Gehl			11/12/2013										
	\$77,273	\$29,091		\$0	\$0	\$0	\$0	\$48,182	\$0	\$0	\$0	\$0	\$0
P1287 1TEL299 : Trailer : Polmac			31/12/2002										
	\$3,636	\$182		\$0	\$0	\$3,455	\$0	\$0	\$0	\$0	\$0	\$0	\$0
P1891 CH1891 : Utility\Chassis Cab 4 : Holden			31/12/2014										
	\$40,909	\$12,727		\$0	\$0	\$28,182	\$0	\$0	\$0	\$0	\$28,182	\$0	\$0
P1892 CH10648 : Utility\Chassis Cab 4 : Holden			01/07/2013										
	\$40,909	\$10,909		\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000	\$0	\$0	\$0
P305 : Misc Attachment : Miltec			31/12/2009										
	\$31,818	\$4,545		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,273	\$0	\$0

Report Parameters: Financial Year: 2017/2018 Category: [n/a], [Unknown], Hire, Light Fleet, Major Plant > \$10K, Minor Plant < \$10K, Other Assets Region: Chittering Current Report run on: 31/01/2018  
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**Uniqco Operations West**  
**10 Year Replacement Program Report**

**Region**  
**Chittering**

Plant No : Rego : Group : Make	Estimated Costs		Purchase Date	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
	Budget Replacement Price	Budget Disposal Price											
P306 : Generator : Mosa			31/12/2009										
	\$8,818	\$1,818		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000	\$0	\$0
P310 CH319 : Utility Chassis Cab 4 : Holden			11/09/2014										
	\$40,909	\$12,727		\$28,182	\$0	\$0	\$28,182	\$0	\$0	\$28,182	\$0	\$0	\$28,182
P3752 CH3752 : Arbor Equipment : Bandit			22/08/2014										
	\$80,000	\$24,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,000	\$0	\$0
P3955 CH3955 : Trailer : Custom Made			31/12/2009										
	\$10,000	\$909		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,091	\$0	\$0
P5007 CH5007 : Utility Chassis Cab 4 : Holden			31/12/2014										
	\$40,909	\$12,727		\$0	\$0	\$28,182	\$0	\$0	\$0	\$0	\$28,182	\$0	\$0
P5026 CH5026 : Utility Chassis Cab 4 : Ford			10/11/2009										
	\$38,182	\$5,909		\$0	\$32,273	\$0	\$0	\$0	\$0	\$32,273	\$0	\$0	\$0
P5987 CH5987 : Tractor : Case			27/02/2014										
	\$48,000	\$24,000		\$0	\$0	\$0	\$0	\$0	\$0	\$24,000	\$0	\$0	\$0
P6085 CH6085 : Broom : Pacific			20/06/2005										
	\$34,545	\$2,727		\$0	\$0	\$0	\$31,818	\$0	\$0	\$0	\$0	\$0	\$0
P6333 CH6333 : Trailer : Polmac			31/12/2008										
	\$9,091	\$1,818		\$0	\$0	\$0	\$0	\$0	\$0	\$7,273	\$0	\$0	\$0
P6434 CH6434 : Trailer : Polmac			31/12/2009										
	\$20,909	\$1,636		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$19,273	\$0	\$0
P6535 CH6535 : Trailer : John Papas			31/12/2010										
	\$3,636	\$91		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,545	\$0

Report Parameters: Financial Year: 2017/2018 Category: [n/a], [Unknown], Hire, Light Fleet, Major Plant > \$10K, Minor Plant < \$10K, Other Assets Region: Chittering Current Report run on: 31/01/2018  
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Uniqco Operations West  
10 Year Replacement Program Report

Region  
Chittering

Plant No : Rego : Group : Make	Estimated Costs		Purchase Date	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
	Budget Replacement Price	Budget Disposal Price											
P784 CH784 : Utility Chassis Cab 4 : Holden			23/04/2014										
	\$40,909	\$12,727		\$28,182	\$0	\$0	\$28,182	\$0	\$0	\$28,182	\$0	\$0	\$28,182
Grand Total:	\$3,748,636	\$965,273		\$351,545	\$525,455	\$232,091	\$590,000	\$76,364	\$373,273	\$638,000	\$346,273	\$215,364	\$115,455
10 Yr Average:	\$346,382												

**Our Community***An inclusive, active, safe and healthy community***ATTACHMENT 8**

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
<b>An Active and supported community</b> <i>Communities will have services and facilities within their local community hubs</i>	S1.1.1 Strengthen aged, youth and children service access	Partner with aged care providers and with youth services	Youth Svcs & Aged Care Plans	Ongoing (dedicated staff – CCDO)					
		Implement ongoing improvements to existing recreation and sporting facilities for local communities	Sport and Rec Plan / Age Friendly Community Plan	Refer S3.1					
	S1.1.2 Develop and enhance existing recreation and social facilities	Acquire land for the expansion of existing sporting and recreational facilities in Bindoon		Acquisition of Land – Lot 215 GNH	\$62,500	\$68,125	\$66,250	\$64,375	
		Develop new recreational and sporting facilities to service the growing population in Lower Chittering	Regional Sports & Community Centre Feasibility Study	Feasibility Study Complete Refer Strategy S3.1.4					
		Biennial review of, and linkages with: o Youth Plan o Aged Care Plan o Sport and Rec Plan		Ongoing activity					
		Promote a better understanding within the community of the role of Council and communicate service levels	Communications Plan	Review/update of website (refer S5.1.1) More relevant information in Northern Valleys News					
<b>Strong sense of community</b> <i>Our communities will be cohesive and connected through engagement, interaction and participation</i>	S1.2.1 Actively support community, volunteer groups and networks	Provide support for community and volunteer groups		Ongoing (dedicated staff - CCDO)					
		Focus on growing and strengthening existing social events and festivals before embarking on new initiatives	Community Devp Plan	Focus in key events: Wear Ya Wellies, Taste and Show Support for others: Mango Festival, Wildflower Festival, Swag Fest Find a new home for Taste of Chittering					
	S1.2.2 Strengthen and grow social events and festivals	Encourage and grow markets with local produce	Community Devp Plan	New Initiative – promotion and marketing					
		Foster links with local communities through established networks, working groups and tourism /business groupings		Strengthen and grow the relationship with Chamber and Tourist Association					



Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
	S1.2.3 Activate our local centres and towns	Develop and formalise an MOU between Council and the Chittering Tourist Association		New initiative – underway (in-house)					
<b>Safe and healthy community</b> <i>Our future generations will be healthy and feel safe in their local community</i>	S1.3.1 Improve the safety of our community	Support and advocate for improved access to education services		NGA Regional initiative					
		Work with existing education providers in the interest of both the provider and the broader community		Support for growth / development of IHC Progress land swap and the development of joint use facilities with IHC		\$20,000			
	S1.3.2 Advocate for improved education and health services	Advocate for the provision of coordinated health services which are adequately communicated to residents	Age Friendly Community Plan	New initiative - Health Services Advisory Group (in-house)					
		Develop a Health Services Plan as required by the new Public Health Legislation		New initiative					
		Extend the CCTV network to provide a deterrent and assist with enforcement	Community Safety & Crime Prevention Plan						
		Emergency Services: ○ Bushfire Education and Preparedness ○ Support/assist with the development of a new Ambulance Station	Bushfire Risk Management Plan / CESM Business Plan	Ongoing activity – continuation of inform and assist approach as opposed to enforcement					
		Biennial review of, and linkages with: ○ Safety and Crime Prevention Plan	Safety & Crime Prevention Plan	Ongoing activity					

### Our Natural Environment

A protected and bio-diverse environment which community and visitors enjoy

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
<b>Protective environment</b> <i>Local Biodiversity is valued, promoted and protected</i>	S2.1.1 Ensure the protection of our local biodiversity	Provide ongoing support and assistance to Chittering Landcare	Local Biodiversity Strategy	Ongoing activity					
		Finalise the local planning strategy		Draft LPS to be finalized and advertised for comment in March 2018					
	S2.1.2 Develop an integrated network of walking and cycling trails	Ongoing development / upgrade of the Black Boy Ridge Trail and associated facilities	Trails Network Masterplan	Black Boy Ridge Trail Upgrade	\$20,000	\$30,000			
		Design and develop the Carty Reserve to Bindoon Trail	Trails Network Masterplan	Planning study Implementation of Stage 1 – Bindoon to Brockman	\$10,000	\$20,000	\$50,000	\$50,000	\$50,000
	S2.1.3 Explore opportunities for other eco based opportunities	Explore options for development of a regionally significant cycling trail	Trails Network Masterplan	Revise Mountain Bike Trail Plan Infrastructure Investment		\$10,000	\$100,000	\$100,000	\$100,000
		Explore options for responsible access to environmentally sensitive areas	Trails Network Masterplan	Identify options for a Lakeview Park Infrastructure Investment Wannamal Trail Enhancement		\$20,940		\$20,000	\$150,000
		Develop a ten year trails network program	Trails Network Masterplan	New initiative					
	S2.1.4 Support eco-tourism	Review the Local Biodiversity Strategy	Local Biodiversity Strategy	New initiative					
<b>Sustainable resources</b> <i>Focus on improved water and energy use and recycling</i>	S2.2.1 Education and partnerships	Community education – partner with Landcare and other providers	Local Biodiversity Strategy	Ongoing activity					
		Consider incentives for the installation of solar on leased community facilities		New initiative					
	S2.2.2 Encourage sustainable design	Support for community groups wishing to pursue green energy initiatives		New initiative					
		Improved bulk rubbish disposal	Waste Management Plan	New initiative					
	S2.2.3 Improved waste management outcomes	Better regional waste planning	Waste Management Plan	NGA Regional initiative					

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
	S2.2.4 Improve the sustainability of Council buildings								
Protection of Life and Property	S2.3.1 Improve bushfire preparedness and recovery	Hazard risk mapping and planning	Bushfire Risk Management Plan	Hazard Risk Mapping Complete – moving into the implementation phase					
		Emphasis on community education before compliance		Ongoing activity					

**Our Built Environment**

*Well-planned built landscapes that are progressive, vibrant, diverse and reflect the Shire's unique country lifestyle*

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update		2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
<b>Develop Local Hubs</b> <i>Development of Town Centres with improved access to housing and to services and facilities</i>	S3.1.1 Plan for new and enhanced community facilities	Ongoing improvements to recreation and social infrastructure across the region	Sport and Rec Plan	<b>Bindoon</b>						
				Acquire land for rec facilities	\$62,500	\$68,125	\$66,250	\$64,375		
				Place making strategy	\$28,000					
				Skate Park				\$10,000	\$150,000	
				Cricket Pitch Resurface		\$10,000				
				Community Gym (jointly funded)		\$100,000				
				Caravan / camping facilities		\$20,000	\$100,000	\$200,000	\$200,000	
				<b>Muchea</b>						
				Resurface Netball Courts	\$38,000					
				Rec Facility – Pavillion Structure	\$78,000					
				Changeroom Extension / Renovation		\$10,000	\$90,000			
				Community Gym				\$150,000		
				BMX / Skate Park (John Glenn Park)	\$10,000	\$70,000	\$80,000	\$80,000		
				Equipment upgrades		\$10,000				
	S3.1.3 Plan for and facilitate housing choice			<b>Sandown Park</b>						
				Ablution Block / new sewerage system	\$120,000					
				Reticulation for fields						\$150,000
				<b>Lower Chittering</b>						
				CCTV for Hall	\$18,500					
				Disabled Toilet / Change room		\$75,000				
				Equipment upgrades		\$10,000				
				<b>Wannamal</b>						
				Upgrade fencing to courts						\$30,000
				Resurface Tennis Courts						\$180,000
				Equipment upgrades		\$10,000				
				<b>Brockman Centre</b>						
				Access ramps and parks		\$38,000				
			Replace Arts Building							
			Ongoing enhancements				\$20,000	\$20,000		
			<b>Other</b>							
			Sussex Bend Skate Park			\$50,000				
			Aquilla Reserve Shade Sail			\$30,000				
	S3.1.4 Balance urban development with a focus on natural environment protection and open spaces									



Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
		Provide for housing diversity, amenity and growth opportunities (incl infrastructure) in Bindoon	Age Friendly Community Plan / Lot 62 Devp Plan	Independent Living Unit Development		\$300,000	\$2,250,000	(2,500,000)	
		Investigate options for growing and diversifying the Muchea townsite	Economic Devp Strategy	New Initiative – dependent on infrastructure (refer below)					
		Investigate the need / options for in-fill infrastructure in Muchea		Muchea Groundwater & Soil Assessment Report Options Assessment for Bindoon Sewerage (may also provide an option for Muchea)	\$10,000				
		Identify and dispose of surplus land assets		Part Lot 168 Binda Place 6169 Great Northern Highway Lot 14 Well Glover Rd Part Lot 104 Gray Rd		\$350,000 (\$300,000) (\$120,000) (\$200,000)			
		Identify and purchase strategic land in key locations		Purchase of Lot 168 Binda Place Refer also Strategy S1.1 above	\$665,000				
		Advocate and plan for expanded local high school services		NGA Regional initiative					
		New recreation facilities to support the growing population in the south of the Shire	Regional Sports & Community Centre Feasibility Study	Concept Design and Cost Benefit Analysis for Stage 1 Stage 1 (indoor facility) Stage 2 (sports field) Stage 3 (outdoor courts and other enhancements)		\$30,000	\$6,000,000	\$6,000,000	
		Investigate opportunities for an urban scale residential development with shops and services in the south	Local Planning Strategy	Limited potential at this stage due to constraints and lack of infrastructure					
Safe access	S3.2.1 Advocate for improved public transport	Support for community transport options	Age Friendly Community Plan	Community Bus Service					
		Advocate for a review of school bus zones which provide for better access to school bus services		New initiative					
	S3.2.2 Improved pedestrian & cycle access	Advocate for improved public transport		New initiative					
		New entrance / gateway statements	Economic Devp Plan	Ongoing project		\$5,000	\$5,000	\$5,000	\$5,000
		Improve the safety of local roads	Asset Mngt Plans	Included in Roads Program					

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
	S3.2.3 Improve road safety	Improved streetscapes, lighting and road verges	Crime prevention Plan	Ongoing					
		Implement placemaking strategies for key centres		Prepare a Place Making Strategy for Bindoon which identifies future public infrastructure plan for the town	\$28,000				
		Leverage positive outcomes from the new highways (Northlink / GNH Bypass)	Economic Devp Plan	Implement appropriate actions from the "Bindoon Deviation for Heavy Vehicles Strategy" Advocate for a grade separated interchange at the Southern End of the bypass					
<b>Improved infrastructure and amenities</b> <i>Focus on improved asset management</i>	S3.3.1 Continual improvement of asset management across all asset classes	Document and publish service standards	Community Engagement Plan	New initiative					
		Develop Memorial (native / low maintenance) gardens at the Bindoon cemetery		Memorial Gardens Project	\$5,000	\$25,000			
		Develop standard lease agreements with community groups		Community Facilities Management Review	\$11,000				
		Annual review / update of: o Road Construction & Maint Program o Plant & Equipment Replacement Program o Sport & Rec Plan o Trail Network Plan o Long Term Financial Plan	Long Term Financial Plan	Annual LTFP review / update	\$13,000	\$10,000			
		Biennial review of Asset Management Plans: o Roads o Buildings o Parks, Ovals & Reserves	Long Term Financial Plan	Plans updated in 2017/18 Assess Long Term Cost of potential asset transfers associated with the Bindoon Bypass		\$12,000		\$12,000	

**Our Economy**

*Thriving, sustainable and diverse economic investment and local employment opportunities from cottage to large scale industry*

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
<b>Economic Growth</b>	S4.1.1 Support private investment which stimulates significant and sustainable jobs growth	Support for private investment which stimulates jobs growth		Ongoing activity					
		Develop a strategy / direction for the MEN as a key driver for economic growth and jobs for WA's Northern Growth Corridor	Economic Devp Strategy	MEN Implementation Project Project developed - Federal Govt Funding Support provided under the under the BBRF					
		Engage a Project Officer to progress the Implementation of the MEN Structure Plan	Economic Devp Strategy	Project Officer to commence on 13 March (50% Grant Funded)	\$120,000	\$120,000			
	S4.1.2 Actively pursue development of the Muchea Employment Node (MEN)	Advocate for infrastructure and funding which supports development of the MEN	Economic Devp Strategy	New initiative					
		Annual update / review of the Economic Development Strategy		Update Economic Development Strategy (in-house)					
		Support for development of the development of the NGA (Northern Growth Alliance) 50 year plan		NGA Growth Plan (under development)					
<b>Local Business Growth</b>	S4.1.3 Support agricultural growth with a focus on local produce and agribusiness								
<b>Local Business Growth</b>	S4.2.1 Encourage and support local businesses and new investments for the future	Support an active and engaged Chamber of Commerce	Economic Devp Strategy	Ongoing activity					
		Support for local retail and local cottage industry in partnership with the Chamber of Commerce	Economic Devp Strategy	Ongoing activity					
		Business mentoring incentives in partnership with the Chamber	Economic Devp Strategy	Ongoing activity					
		Facilitate improved access to the NBN and better mobile coverage	Economic Devp Strategy	Ongoing activity					

Outcome	Strategies	Key Priorities	Supporting Plans	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
<b>Increased visitors</b> <i>Visitors are welcome to stay /improved access &amp; places to visit</i>	S4.3.1 Support and promote accommodation options	Supported and promoted accommodation options: resort style facilities, overnight stops, B&B's and farmstays		Include appropriate provisions in LPS Supportive Development Assessment Process					
		Develop planning controls which support diverse options for short stay accommodation	Local Planning Scheme	As above					
	S4.3.2 Support and grow events to attract visitation	Explore the feasibility of developing a low cost caravan park in Bindoon		Caravan Park Feasibility Study Planning, design and costing Project Delivery	\$10,000	\$20,000	\$100,000	\$200,000	\$200,000
		Foster and grow existing events: Ag Show, Wear Ya Wellies, Taste of Chittering, Wildflower Festival	Economic Devp Strategy	Ongoing activity					
	S4.3.3 Facilitate, promote and support ecotourism	Continued commitment to staff and resources in support of economic development							
		Promotion & development of the Chittering trails network	Trails Network Masterplan	Review of Trails Network Masterplan	\$5,000				
		Support for eco-tourism							
		Subject to resources, explore opportunities for new events	Economic Devp Strategy	New initiative					
		Ongoing investment in tourism infrastructure	Economic Devp Strategy	Improvements to Local Amenity Development of Trails and Parks Development of Cycle Trail/s					



**Strong Leadership**

*A responsive and empowering Council which values consultation, accountability and consistency*

Outcome	Strategies	Key Priorities	Supporting Plan	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
<b>An engaged community</b>	S5.1.1 An engaged community	Encourage and promote community engagement	Communication Plan / Community Engagement Plan	Public Information through Chatter Other ongoing engagement activities	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500
		Active communication through mail, email, website, social media and print media	Communication Plan / Community Engagement Plan	Review / update of website					
		Strong advocate for community priorities		Ongoing					
<b>Strong partnerships and relationships</b>	S5.2.1 Build effective partnerships with stakeholders	Continue to strengthen and build relationships with surrounding local governments		Ongoing membership and engagement with NGA Councils (Gingin & Dandaragan)	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
		Build effective partnerships with stakeholders: NGA, State Govt Depts, WALGA, WAPC, WDC, RDA		Ongoing (in-house activity)					
	S5.2.2 Actively seek Grant Funding to support identified projects	Continue to build relationships with the Chamber of Commerce and Tourist Association	Communication Plan / Community Engagement Plan	Ongoing (in-house activity)					
		Actively seek grant funding opportunities		Ongoing in-house activity for smaller grants Prepare concept plans, funding grant application and cost benefit analysis for Lower Chittering Sports Facility	\$30,000				
<b>Accountable Governance</b>	S5.3.1 Good governance which supports efficient and effective service delivery	Continued focus on efficient and cost effective provision of services		New Customer Service Area New Records Storage Facility Fleet Management / efficiency & safety improvements Continued monitoring of staff costs / efficiencies	\$48,000 \$20,000 \$30,000	\$30,000			
		Upgrade IT systems to ensure sustainability, deliver efficiencies and minimize risk		IT Server and Firewall Upgrade Phone System Upgrade	\$100,000	\$40,000			
		Better use of IT systems to improve reporting and accountability		In-house project involving IT software upgrades and new internal processes (not yet costed)					

Outcome	Strategies	Key Priorities	Supporting Plan	Project Activity / Update	2017/18 \$	2018/19 \$	2019/20 \$	2020/21 \$	2021/22 \$
		Continuous improvements to financial systems, processes and controls		External Audits Implement New Chart of Accounts Corporate Business & Long Term Financial Plans	\$41,400 \$11,000 \$13,000	\$41,400	\$41,400 \$13,000	\$41,400	\$41,400 \$13,000
		Broaden the role and scope of the Audit Committee to include risk management		New initiative (in-house activity)					
		On a biennial basis: o Bi-annual update of Community Engagement Plan and Communications Plan o Community perception survey		Plan updates in-house Community perception survey with the assistance of external consultants		\$10,000		\$10,000	

4/06/2018

## Gingin

- There are no Agenda Forums – all business is conducted at the OCM
  - Council meetings held on the 3rd Tuesday of each month starting at 3.00 pm
- Hold a “Concept Forum” on the first Tuesday of every month (similar to our Briefing Sessions):
  - Not open to the public
  - Non-decision making
  - Items of interest for discussion with Council
  - Can be a pre-cursor to Council report in the future
  - Used to seek initial feedback from Council
  - Effectiveness relies on mutual trust / maturity of Council
  - Examples - larger DA's, significant projects , budget process
- The OCM is not electronically recorded

## Toodyay

- Conducts “Council Forums” (Agenda Forums). These are:
  - Open to the public and are conducted 2 weeks prior to the OCM
  - Program is available on-line 72 hrs prior to the meeting
  - The Council Forum is first item of business with the rules stating that Council may move behind closed doors following the Council Forum Program to consider confidential matters
  - Council Forum notes are prepared and are formally received (via Council resolution) at the following OCM
- Conducts “Information Briefing Sessions” (Concept Forums):
  - Not open to the General Public
  - Discuss topics like Bushfire Management, Budget, NBN, Developers etc.
  - An Agenda is prepared and a summary from the session is made available to elected members as an “informal record of proceedings”
- The OCM is not electronically recorded

4/06/2018

## Northam

- Conducts "Council Forums" (Agenda Forums). These are:
  - Open to the public and are conducted on the Wed of the week prior to the OCM commencing at 5.30 pm
  - EA attends the Council Forum and takes written notes – a revised Agenda is issued on the Friday
  - The Forums notes also form part of the Agenda and are endorsed by Council
  - Public are able to ask questions at the Council Forums but the preference is that any questions be asked at the Council Meeting.
- Concept Forums:
  - From time to time, the Council holds Information Briefing Sessions (Concept Forums) which are not open to the public
  - Strategic Council Meetings (Concept Forums) are held once every quarter and are not open to the public
- Budget briefing sessions are held with small groups of Councillors (usually three at a time), rather than as a whole
- The OCM is not electronically recorded

## City of Swan

- Advertised changes to Council Meetings for 2017:
  - Three weekly cycle to four weekly cycle
  - Agenda forums in the week prior to OCM
- Agenda Forums
  - Held in week prior to Council meeting
  - Open to the public
  - Also allow public deputations and questions relating to reports on the agenda
  - Allows for deputations in a "less formal environment"
- The OCM is not electronically recorded



4/06/2018

## Wanneroo

- Holds “Briefing Sessions” (Agenda Forums) which are:
  - Open to the public
  - Allow for public question time at the conclusion of the briefing session
  - Briefing Agendas are distributed on the Friday prior to the briefing session
- Electronic recording of Council Meetings:
  - Primarily used for purposes of transcription
  - If a Councillor requests a copy of all or part, then all Councillors are provided the same
  - Costs are charged to supervise the listening of recorded proceedings (staff time – as per the adopted Schedule of Fees and Charges)

## Joondalup

- Holds “Briefing Sessions” (Agenda Forums). These are:
  - Open to the public
  - Rules do not allow debate on matters raised
  - Allows for public question time at the conclusion of the briefing
  - Briefing Agendas are distributed on the Friday prior to the briefing session
  - Only keep a general record of the matters discussed
- Holds “Strategy Sessions” (Concept Forums). These are:
  - Closed to the public
  - All agendas and supporting material, including presentations is deemed confidential
  - Proponents and consultants are invited to attend as appropriate
  - Rules do not allow debate on matters raised
  - Only keep a general record of the matters discussed
  - Disclosure of conflicts of interest are recorded
- Electronic recording of Council Meetings:
  - Meetings are live streamed (podcast) except for confidential matters
  - Podcasting requires a comprehensive IT set-up to ensure reasonable quality
  - Access is available on the web following the meeting

4/06/2018

## SOC Procedures

The following is currently on the secure area of the Council website:

- The Department of Local Government recommends that Councils adopt specific procedures for Agenda Forums to assist with openness and accountability, minimise public criticism and lead to a more effective and efficient local government.
- Following the *Department of Local Government Operational Guidelines on Council Forums*, the procedures for Agenda Forums are set out as follows:
- Draft agenda items are collated and uploaded to Councillors Friday afternoon.
- Agenda Forums are held on the second Tuesday of the month at 4.30pm in the Council Chambers.
- Agenda Forums should be open to the public unless the forum is being briefed on a matter for which a formal Council meeting may be closed. **(The agenda forums will be closed to the public while they are being trialled for their success to begin with)**
- Items addressed will be limited to matters listed on the forthcoming agenda only.
- Briefings will only be given by staff or consultants for the purpose of ensuring that elected members and the public are more fully informed.
- All questions and discussions will be directed through the chair.
- There will be no debate style discussions as this needs to take place in the Ordinary Meeting of Council when the issue is set for discussion.

## Matters for Discussion

- Does Council want to continue with the Agenda Briefings?
  - If yes:
    - they should probably be open to the public (as the trial period has passed)
    - need to develop rules relating to conduct (refer next slide)
- It is considered essential for Council to continue with the Briefing Sessions (Concept Forums):
  - If agreed:
    - they need to be closed to the public (as per current / common practice)
    - suggest a fixed schedule (refer next slide)
    - need to also develop rules relating to conduct
- Electronic recording of Council Meetings?
  - Not recommended for the following reasons:
    - would require sound/recording equipment to be installed (\$15K)
    - would require additional administrative effort / cost
    - other similar size Council's in our region do not do it (also Swan does not)
    - the perceived benefit does not warrant the cost



# Local Government Update

## Proposed recording and live streaming of local government council and committee meetings

By Denis McLeod, Partner, McLeods

### The issue: proposed recording of council meetings

In Western Australia there has been a long running debate on the question of whether Council meetings should be streamed live online, with the recordings being made available to electors by uploading to the local government's website as soon as practical, and maintained online as an archive.

After more than 40 years as a lawyer acting for and against local governments, I have formed the firm view that any recording of Council and committee meetings should be used for the purpose of confirming the correctness of the Minutes of meetings, but should not be otherwise published. The Minutes should then remain available as the public record of the meetings.

The article that follows provides an explanation of that view. As a starting point, my view is premised on acceptance of the proposition that local government is a worthwhile institution that should be preserved and encouraged, and not presented with obstacles calculated to discourage the participation of well intentioned men and women of good sense. Perhaps not all Council members are in that category, but my proposition is that the significant majority who are, should not be discouraged from participating.

### The Westminster System of Government

Discussion of the meeting recording and live streaming issue should start with recognition of the basic principles of the Westminster System of government, which apply to the WA State Government, and which focus principally on the three distinct branches of government, being:

- 1 **Parliament:** which makes laws to facilitate government. Under s.2(2) of the *Constitution Act 1889 (WA)* (**Constitution Act**), the Parliament in WA consists of the Monarchy, Legislative Assembly and Legislative Council.
- 2 **Executive:** which administers the government in accordance with the laws. (The Cabinet is the effective part of the Executive, which is subject to the strict conventions of Cabinet confidentiality and solidarity).
- 3 **The Courts and Tribunals:** which interpret the laws and apply them to resolve disputes. (S.54 of the Constitution Act ensures the independence of Supreme Court judges, which generalises to all the States' judicial persons and tribunals).

Not only are those three branches of government intended in principle to function separately, but they are in fact administered separately.

*There has been a long running debate on the question of whether Council meetings should be streamed live online, with the recordings being made available to electors*

### Local Government within the Westminster System

Although Local Government operates within the Westminster System, there are critical features and differences, including the following, that go some way to explain why Council meetings should not be streamed live online, etc, as some critics propose:

- 1 The Council of a local government may perform in any given meeting the role of all three branches of government:
  - (a) Legislative function of Council:  
Council makes and amends the local government's laws including:
    - local laws; and
    - planning schemes.
  - (b) Executive functions of Council:  
Council performs the same function for its district as State Cabinet performs for the State.
  - (c) Judicial functions of Council:  
Council makes quasi-judicial decisions, such as determining applications for planning approval. In doing that a Council is expected to act like a Court or tribunal by complying as far as possible with principles of judicial fairness. A difference here is that unlike Courts and tribunals, a Council's deliberations are required to be in public, and determined by majority vote, which requirements impose special rigors on Council members who are:
    - part-time in their Council role;
    - essentially untrained in legal and judicial process and principles; and
    - subject to popular election and re-election (unlike judges and tribunal members).
- 2 Council acting as the Executive branch of local government makes decisions on policies and strategies of government and on contract and financial issues like the Cabinet in the State Government, but in stark contrast its deliberations are required to be in public, and Councils do not have the protection of Cabinet confidentiality and solidarity.
- 3 So far as Councils' quasi-judicial functions are concerned, Council members are expected to explain, discuss and debate their opinions as they evolve, in public meetings, and their decisions are made by majority vote in open ballot. This is in stark contrast to the privacy and confidentiality of judicial and tribunal members' deliberations towards reaching a decision.
- 4 Unlike all members of the judiciary in Australia, Council members are popularly elected, and must be prepared to defend their public decisions to their electors at the four-yearly Council elections. A decision properly made consistent with planning and legal principle may nevertheless be very unpopular with the electors. Council members who act properly, but contrary to the wishes of the electors, have a burden of explanation to electors going beyond the requirement of judges and Tribunal members to give reasons for their decisions, and they don't have to be concerned about electoral consequences of their decisions.





- 5 Council members are subject to very strict laws on financial interest, and impartiality interest, which by comparison are only very loosely and weakly applied to members of Parliament. State political parties can receive very substantial and regular donations from lobby and pressure groups which would result in serious penalties in the case of local government Council members.
- 6 Council members do not enjoy the protection of absolute privilege from actions for defamation for what is said in their meetings, in stark contrast with the protection of absolute privilege enjoyed by members of Parliament for what is said in their sessions.

The above comments demonstrate that the fundamental features of the local government system necessarily expose it already to a high level of public scrutiny that makes it a very difficult process to participate in, and to function effectively.

### **Comparison of Council Executive functions with State Government Executive functions**

The Council in its role as the Executive must discuss matters critical to good government, in open Council, where similar issues dealt with by the State Government Executive would be discussed and decided strictly behind closed doors, and the proceedings would be protected by the conventions of Cabinet confidentiality and solidarity. For a Council to have those essentially confidential discussions streamed online, etc as the critics propose, would make the process all the more onerous and complex for the Council. Consider what the reaction of the Premier and Cabinet Ministers would be if the public insisted Cabinet meetings be open to the public, much less streamed online.

The professional politicians in State Government are not required to cope with that. Yet the current debate would expose the part-time, non-professional, essentially unpaid Council members, to that rigour. That doesn't seem reasonable or fair.

### **Comparison of Council quasi-judicial functions with Courts and tribunals**

The unreasonableness and unfairness is even clearer when it comes to Council's quasi-judicial functions, which apply whenever the Council is deciding on planning and building applications, and applications for a wide range of other licences, permits and approvals. Council members are expected then to perform their functions in a judicially correct way. Yet unlike all Courts and tribunals, Council members are required to discuss their thinking in public, which goes a long way beyond the normal requirement that judges give reasons for their decisions. Of course Councils must give reasons for their decisions, as judges must, but consider what the reaction of judges and tribunal members would be if the public insisted that judges and tribunals conduct in public their deliberations and the steps in their consideration of a case, much less produce a transcript of their confidential deliberations.

The highly trained lawyers and other professionals who serve as judges and tribunal members are not required to cope with that. Yet the current debate would expose the part-time, non-professional, essentially unpaid Council members to that rigour. That doesn't seem reasonable or fair.

### **Council's legislative function**

There may presently be some argument for a Council's legislative function to be held in public, and perhaps, unlike Parliament, streamed online, etc. The fact that Council members are not protected from defamation action by absolute privilege is probably a strong enough argument against that, and it is certainly an adequate argument against streaming of debate online, etc.



Consider then the contrast with the position of members of Parliament. Many of them do not speak on any issue in Parliament from month to month. And when they do wish to speak on legislation, they generally have much time to prepare their speeches, and they generally have research assistants available, and can prepare speeches for weeks in advance. By comparison, Council members attend ordinary Council meetings once or twice each month, and also special meetings and committee meetings, and from time to time electors and public meetings. At any of those meetings many issues could arise calling for discussion and debate by the Council members. At an ordinary Council meeting, there may be dozens of matters before the Council which call for debate and a vote by Council members.

Is it reasonable to suggest then to the Council members that every word they utter in the process of deliberations will be recorded and streamed online, and recordings made available to any member of the public who might decide to put their every word under microscopic scrutiny. Not even well prepared professionals or legal experts could reasonably be expected to withstand that kind of scrutiny, without the potential for regular embarrassment, and criticism and perhaps recrimination and Court action.

### **Likely consequences of recording or live streaming of Council meetings**

A possible effect of introducing that kind of scrutiny would be that the detailed thinking and reasoning of Council members would go underground. Rather than giving the benefit of their deliberations to the members of the public who care to attend a meeting, they may make their decisions for their own private reasons, and not attempt to explain or discuss those reasons in the public forum. That would be dramatically bad for the system of open local government. Another consequence would be to force Councils to do all their effective work, and to carry on their real debate, in non-formal Council briefing sessions or the like, which are not required to be open to the public. That could also be quite adverse for the system of open local government. More significantly, exposure to that level of scrutiny and risk is likely to function as a significant disincentive to persons interested in election to the office of councillor, which would undermine community participation in local government.

### **Other considerations**

There are other considerations worthy of brief mention including:

- Members of the public, at Council meetings are able to speak in question time and on deputations or representations on issues arising at Council meetings. The Council has no control over their comments, but the recording and live streaming of the proceedings could result in the local government being liable in defamation for the republication of defamatory remarks, or being otherwise responsible for insulting or malicious comments.
- On listening to a recording of a Council meeting, it is often difficult to identify the person responsible for a particular comment. That is likely to lead to confusion and complications, with the local government being required to identify speakers in order to deal with complaints.
- To expect a local government to edit the recordings of meetings to guard against defamatory or otherwise hurtful comments, and to identify speakers, would place an unreasonable burden on the local government administration. There would be a further burden of work and expense in obtaining legal advice on possible defamation.
- A Council acts as a collegiate body. The views of individual Council members are for practical purposes irrelevant. The only view that counts is that expressed in a resolution of the Council. To record and stream live



the comments of individual Council members during debate has the potential to deflect attention away from the most important statement on the topic, which is the resolution passed by the Council and any reasons it identifies for its decision.

- Even newspapers would not contemplate allowing its reporters to present their views on a topic in a direct recording of their thinking processes, without the opportunity for careful independent editing and the possibility of scrutiny by the newspaper's lawyers. That applies no matter how well the reporter may have researched the topic.
- The threat of Court action for defamation can be a very disturbing prospect for a Council member whose personal and family assets may be at risk. A wealthy/powerful or vexatious complainant may press even a bad action through lengthy and expensive litigation processes, and the fact that the action may ultimately fail is little consolation to a Council member whose life for months or years may be dominated by the presence and risks of the action.
- Any member of the public interested in an issue to be considered at a Council meeting can and generally will attend the meeting. Many of those who press for recording and live streaming of the proceedings online may be more interested in targeting Council members whose views they wish to criticise, than to inform themselves on the issues.
- Those concerned about the standard of debate at Council meetings are presumably intelligent and sensitive persons. They are the very people who should offer themselves for election to that important public service. That should improve the standard of debate far more effectively than recording and live streaming of meeting proceedings, and will be of more benefit to the public.

## Conclusion

Those are some of the reasons for my view that Council meetings should not be streamed live online, with recordings made available to electors by uploading to the local government's website as soon as practical and maintained online as an archive. For the reasons I have discussed above, in my opinion the minutes of Council meetings should remain as the basic public record of meetings, without the additional processes of exposure and scrutiny which are being proposed by the local government critics.

I know that some local governments do record their meetings and then make the recordings available to the public on their website. That is a decision any Council can legitimately make, but it is another matter for Councils to have that regime imposed on them.

For further information in regard to the above, contact Denis McLeod on 9424 6201 or [dmcleod@mcleods.com.au](mailto:dmcleod@mcleods.com.au). The information contained in this update should not be relied upon without obtaining further detailed legal advice in the circumstances of each case.





**DELEGATED  
AUTHORITY  
REGISTER**



**DOCUMENT CONTROL**

DOCUMENT DISTRIBUTION LIST			
Copy No	Distributed to	Position/Title	Date
5	Councillors and Staff		24 June 2015
6	Councillors and Staff	Executive Support Officer	27 June 2016
7	Councillors and Staff	Executive Support Officer	21 June 2017

DOCUMENT CONTROL			
Version	Approved by		Date
	Name	Title/Resolution	
1	Ordinary Council	Register of Delegations (N10318)	16 June 2010
2	Ordinary Council	Delegated Authority Register Review Council Resolution 090512 (N12956)	16 May 2012
3	Ordinary Council	Delegated Authority Register Review Council Resolution 170613 (N131241)	19 June 2013
4	Ordinary Council	Delegated Authority Register Review Council Resolution (N141465)	25 June 2014
5	Ordinary Council	Delegated Authority Register Review Council Resolution (N140615)	17 June 2015
6	Ordinary Council	Delegated Authority Register Council Resolution 130616 (ref N161832)	15 June 2016
7	Ordinary Council	Delegated Authority Register Review Council Resolution 090617 (ref N172022)	21 June 2017

AMENDMENTS		
Document Version	Date of Amendment	Amendment details
1	29 June 2011	Amended by CEO (N11726)
1	24 August 2011	Amended by CEO (N1123790)
1	30 March 2012	Amended by Council (N1229266)
2	27 June 2012	Amended by Council (N12967)
2	21 November 2012	Amended by Council (N121084)
2	19 December 2012	Amended by Council (N131105)
2	20 February 2013	Amended by Council (N131143)
3	19 June 2013	Approved by Council (N131241)
3	21 August 2013	Approved by Council (N1340338)
3	23 October 2013	Approved by Council (N131311)
3	19 March 2014	Approved by Council (N141391)
6	27 July 2016	Amended by CEO (N1673883)
6	12 October 2016	Amended by CEO (N1676812)
6	14 December 2016	Approved by Council (N161938)
6	16 February 2017	Amended by CEO (N1780461)
6	22 February 2017	Amended by Council (N171952)
6	22 February 2017	Amended by Council (N171954)
7	25 July 2017	Amended by CEO (N1785631)

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## INTRODUCTION

### Purpose of Delegating Authority

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire's commitment to a strong customer service focus. The register details the related document(s) where the power to delegate is derived from, including legislation and policies of the Council. This enables easier cross-referencing. This delegated authority register will be reviewed in accordance with the *Local Government Act 1995* (the Act) on an annual basis. The coordination of the review will be performed by the Chief Executive Officer.

### Legislation

The *Local Government Act 1995* allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act, except those listed in section 5.43. All delegations made by the Council must be by absolute decision [section 5.42(1)].

### Associated legislation

Legislation other than the Act, its regulations and the local government's local laws created under the Act where delegations or authorisations may occur are as follows:

- *Planning and Development Act 2005* including regulations and adopted policies
- *Dog Act 1976* and regulations
- *Bush Fires Act 1954* regulations and local laws created under that Act)
- *Health (Miscellaneous Provisions) Act 1911* (as amended) regulations and local law created under that Act
- *Freedom of Information Act 1992*
- *Land Administration Act 1997* as amended and regulations
- *Litter Act 1979* and regulations
- *Local Government (Miscellaneous Provision) Act 1960* as amended
- *Caravan Parks and Camping Grounds Act 1995*
- *Control of Vehicles (Off-Road Areas) Act 1978* and regulations
- *Strata Titles Act 1985*
- *Food Act 2008*
- *Environmental Protection Act 2005*
- *Building Act 2011*
- *Public Health Act 2016*
- *Land Act 1933*

*Note - this is not an exhaustive list*

### **Delegation by the Chief Executive Officer**

The Act allows for the Chief Executive Officer to delegate any of the powers to another employee [Section 5.44 (1)]. This must be done in writing [Section 5.44 (2)]. The Act allows for the Chief Executive Officer to place conditions on any delegations if desired [Section 5.44 (4)].

A register of delegations relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year [Section 5.46 (1) and (2)]. If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used [Section 5.46 (3)].

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power of the discharge of the duty [*Local Government (Administration) Regulations 1996, regulation 19*].
- Service unit's responsible for a work process are to ensure that data is captured and recorded managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation. This includes recording of delegated authority of the Chief Executive Officer where applicable, once approved through a signed authority by the Chief Executive Officer.
- A person to whom a power is delegated under the Act is considered to be a 'designated employee' under 5.5.74(b) of the Act and is required to complete a primary and annual return each year.
- There is no power for a person other than the Chief Executive Officer to delegate a power [Section 5.44 (1)].

**Acting through another person*****Local Government Act 1995 - section 5.45 (2)***

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing:

- (a) *a local government from performing any of its functions by acting through a person other than the CEO; or*
- (b) *a CEO from performing any of his or her functions by acting through another person.*

The key difference between a delegation and “acting through” is that a delegated exercises the delegated decision making function in his or her own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The difference between a delegated authority to exercise discretion on behalf of the Shire and acting through another person to undertake a function on behalf of the Shire where not discretion exists is reinforced by **Section 56 of the *Interpretation Act 1984*** which states:

- 56. *"May" imports a discretion, "shall" is imperative*
  - (1) *Where in a written law the word "may" is used in conferring a power, such word shall be interpreted to imply that the power so conferred may be exercised or not, at discretion.*
  - (2) *Where in a written law the word "shall" is used in conferring a function, such word shall be interpreted to mean that the function so conferred must be performed.*

## DA1      ACTING CHIEF EXECUTIVE OFFICER

**Objective of Delegation:** Appointment of an Acting Chief Executive Officer

**Extent of Delegation:** The authority to appoint an Acting Chief Executive Officer during periods of absence.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	On making any appointment under this delegation the Chief Executive Officer shall inform the Council of the details of the appointment.  Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – Section 5.39</i></li> <li>• <i>Shire of Chittering Staff Policy 3.14– Appointment of an Acting Chief Executive Officer</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>21 June 2017 (Resolution 090617)</b>



## DA2 CODE OF CONDUCT ENFORCEMENT

<b>Objective of Delegation:</b>	To enforce the Code of Conduct
<b>Extent of Delegation:</b>	The duty to enforce the Code of Conduct in respect of employees, contractors and volunteers.
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>1. The Chief Executive Officer is required to implement appropriate procedures for enforcing the Code of Conduct in respect of allegations or complaints involving employees, contractors and volunteers.</li> <li>2. The procedure should include internal investigations and/or referral to appropriate external agencies.</li> <li>3. The Chief Executive Officer is not required to personally investigate or enforce the Code, but to ensure that it is properly enforced and that the integrity and probity of the Shire is maintained at a high level.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – Section 5.9</i></li> <li>• <i>Shire of Chittering Staff Policy 3.1– Code of Conduct – Staff, Volunteers and Contractors</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>21 June 2017 (Resolution 090617)</b>

## DA3 CONTROL AND MANAGEMENT OF LAND

**Objective of Delegation:** To control and manage land

**Extent of Delegation:** The duty to do anything necessary for the administration purpose of controlling and managing land reserved under the *Land Act 1933* and vested in or under control and management of the Council.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Land Act 1933</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA4 DISPOSAL OF PROPERTY OTHER THAN LAND

<b>Objective of Delegation:</b>	To expedite the disposal of Shire property other than land.
<b>Extent of Delegation:</b>	<p>The power to dispose of Shire property (other than land or buildings) by public tender or public auction where the expected value is:</p> <ul style="list-style-type: none"> <li>less than \$20,000.</li> </ul> <p>The power to dispose of items of a minor nature by private treaty, such as surplus old plant or equipment, where the anticipated value is:</p> <ul style="list-style-type: none"> <li>less than \$5000.</li> </ul>
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>This delegation does <b>NOT</b> apply to the disposal of plant or light vehicles or equipment that is being replaced by a tender process involving trade-in.</li> <li>The Chief Executive Officer is to develop and implement an appropriate procedure for the management of disposal of property by public tender or public auction and which provides a high standard of probity and accountability.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Receipt of payment Recorded in central records system
<b>Heads of Power:</b>	<i>Local Government Act 1995</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA5      SIGNING OF DOCUMENTS

<b>Objective of Delegation:</b>	To sign Shire documents on behalf of the Shire of Chittering.
<b>Extent of Delegation:</b>	The authority to sign documents as a part of the day to day operations of the Shire of Chittering.
<b>Conditions imposed:</b>	<p>Authority is delegated on the provision that one or more of the following provisions apply:</p> <ol style="list-style-type: none"> <li>1 The Council has authorised the entering into a formal contract/document.</li> <li>2 A formal contract is authorised under delegated authority of the Council.</li> <li>3 A formal contract/document is considered necessary by the Chief Executive Officer as part of the day to day operations of the Council.</li> <li>4 The Chief Executive Officer is to prepare the necessary documentation taking into account any specific policy requirements of Council and to arrange for signing of the contract/documents without further reference to Council.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Common Seal Register Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 s9.49 (a) 4</i></li> <li>• <i>Shire of Chittering Administration Policy 1.5 Execution of Documents</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



## DA6 INVESTMENT OF FUNDS

<b>Objective of Delegation:</b>	To oversee the investing of funds
<b>Extent of Delegation:</b>	The power to invest excess funds into investment funds as approved by the Shire of Chittering Finance Policy – Investment of Funds.
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>1. To observe any regulations relating to investments by local government.</li> <li>2. To observe any Council policy, direction or guidelines relevant to the investment of Shire funds.</li> <li>3. To act in a prudent manner and to exercise regular management control and oversight of the investment of funds.</li> <li>4. To conduct regular reviews of the investment performance and controls.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services
<b>Formal Record:</b>	<p>Included in Monthly Financial Statements in Ordinary Council agenda</p> <p>Recorded in central records system</p>
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Financial Management) Regulations – Reg 19</i></li> <li>• <i>Shire of Chittering Finance Policy 2.2 – Investment of Funds</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA7 CONTRACT PRICE VARIATION

<b>Objective of Delegation:</b>	To approve minor price variations to contracts
<b>Extent of Delegation:</b>	The power to approve a minor price variation for a contract subject to sufficient funds being available within the approved expenditure budget and that the price variation is necessary.
<b>Conditions imposed:</b>	For the purposes of this delegation, a minor price variation is limited to \$50,000.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – section 3.58</i></li> <li>• <i>Shire of Chittering Finance Policy 2.12 – Purchasing</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA8 DISPOSING OF IMPOUNDED GOODS

<b>Objective of Delegation:</b>	To dispose of impounded goods
<b>Extent of Delegation:</b>	The power to dispose of confiscated or uncollected goods.
<b>Conditions imposed:</b>	Disposal must be by public auction or public tender.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Local Government Act 1995 – section 3.47</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA9      ENGAGING CONSULTANTS

<b>Objective of Delegation:</b>	To appoint consultants to the Shire of Chittering
<b>Extent of Delegation:</b>	The power to appoint consultants, such as architects, valuers, planning consultants etc. for projects and tasks where specific external skills or knowledge are required.
<b>Conditions imposed:</b>	<ul style="list-style-type: none"> <li>Any applicable Council Policy must be implemented.</li> <li>The consideration for the consultancy is less than \$50,000.</li> <li>Specific budget provision exists.</li> </ul>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Executive Manager Corporate Services Executive Manager Technical Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li><i>Local Government Act 1995 – section 6.5 – 6.10</i></li> <li><i>Shire of Chittering Finance Policy 2.12 – Purchasing</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b><i>21 June 2017 (Resolution 090617)</i></b>



## DA10 ENGAGING CONTRACTORS

<b>Objective of Delegation:</b>	To appoint contractors to the Shire of Chittering
<b>Extent of Delegation:</b>	The authority to engage private contractors to assist and complement the Shire's work staff in implementing the works program.
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>1. Applies to Contracts under \$150,000.</li> <li>2. In exercising this authority, the Chief Executive Officer must be satisfied that it will be in the best interest of Shire and have regard for: <ul style="list-style-type: none"> <li>• adequate budget provision exists;</li> <li>• the engagement of contractors is made in accordance with the Shire's purchasing policy;</li> <li>• that all contracts are in writing; and</li> <li>• that appropriate performance measures are in place and performance is subject to supervision.</li> </ul> </li> <li>3. The payment for any work carried out under contract must be specifically authorised by the responsible senior officer and certified as carried out to a satisfactory standard.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Executive Manager Technical Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Finance Policy 2.12 – Purchasing</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	15 June 2016

## DA11 ENTERING INTO CONTRACTS

<b>Objective of Delegation:</b>	To enter into contracts on behalf of the Shire of Chittering
<b>Extent of Delegation:</b>	<p>The administrative duty to prepare the necessary documentation to execute documents taking into account any specific policy requirements of Council where:</p> <ul style="list-style-type: none"> <li>the Council has authorised entering into a formal contract; or</li> <li>a formal contract is considered necessary by the Chief Executive Officer as part of the day to day operation of the Council and where the consideration under the contract is less than \$150,000; or</li> <li>a formal contract is authorised under a delegated authority from the Council</li> </ul>
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>All contracts where the consideration is greater than \$100,000 must be subject to specific authorisation of the Council.</li> <li>Compliance with the requirements of the Standing Orders Local Law in respect of signing documents under seal if applicable.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li><i>Local Government Act 1995</i></li> <li><i>Shire of Chittering Finance Policy 2.12 – Purchasing</i></li> <li><i>Shire of Chittering Administration Policy 1.5 – Execution Documents</i></li> <li><i>Shire of Chittering Local Government (Council Meetings) Local Law 2014</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	15 June 2016

## DA12 FACILITY HIRE FEES

<b>Objective of Delegation:</b>	To manage the fees for hire of Shire of Chittering facilities
<b>Extent of Delegation:</b>	The authority to grant discounts or waive hire fees applying to any of the Shire's recreation facilities under the direct management of the Council.
<b>Conditions imposed:</b>	<p>In exercising this authorisation, the Chief Executive Officer is to give consideration to:</p> <ul style="list-style-type: none"> <li>• The cost of normal hire per participant being prohibitive to the financial resources of the hirer(s).</li> <li>• One off usage discounts being supported in favour of regular use discounts.</li> <li>• The participation of children/juniors in the program.</li> <li>• The benefits to the Shire, its staff and the community in general.</li> <li>• Costs to Council, including any forgone opportunity costs.</li> <li>• Any other circumstances that warrant consideration of a discount or waiving of fees.</li> </ul>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Annual Budget</i></li> <li>• <i>Shire of Chittering Administration Policy 1.2 Use of Civic Centre – Council Chambers</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>21 June 2017 (Resolution 090617)</b>

## DA13 INDUSTRIAL REPRESENTATION

<b>Objective of Delegation:</b>	To source advice from an industrial service
<b>Extent of Delegation:</b>	To source advice from an appropriate industrial service with consent to act on the Council's behalf in any general industrial/award matter and any industrial dispute involving employees of the Council.
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Staff Policy 3.1 Code of Conduct; Staff, Volunteers and Contractors</i></li> <li>• <i>Shire of Chittering Staff Policy 3.9 Occupational Safety and Health (OSH)</i></li> <li>• <i>Shire of Chittering Staff Policy 3.11 Contractors</i></li> <li>• <i>Shire of Chittering Staff Policy 3.12 Voluntary service</i></li> <li>• <i>Shire of Chittering Staff Policy 3.13 Gratuities and Redundancy Payments</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA14 ISSUING OF NOTICES

<b>Objective of Delegation:</b>	To issue notices to owners of land in the Shire of Chittering
<b>Extent of Delegation:</b>	<p>The power to issue notices requiring certain things to be done by the owner/occupier of land. Such items in addition to those contained with the Act are also outlined in Schedules 3.1 and 3.2 and contain such issues as:</p> <ul style="list-style-type: none"> <li>• Preventing water from dripping or running from a building</li> <li>• Placing a street number in a prominent place</li> <li>• Ensuring that unsightly land is either enclosed or where it is considered untidy having such materials or rubbish removed including contaminated material</li> <li>• Taking steps for preventing or minimising danger to the public or damage to property which might arise from cyclonic activity or bush fire.</li> </ul>
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Town Planning Policy 9.3 Rural Numbering</i></li> <li>• <i>Shire of Chittering Environmental and Health Policy 10.2 Bush Fire Control</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



## DA15    LEGAL ADVICE

- Objective of Delegation:** To seek legal advice for the Shire of Chittering
- Extent of Delegation:** The power to obtain legal advice and opinions as deemed necessary in the exercise of the management of the local government.
- Conditions imposed:**
- The authority is restricted to legal advice of an operational nature that is required to protect the interests of the Shire and to an initial value not exceeding \$20,000.
  - The budget containing appropriate provision.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Annual Budget</i></li> <li>• <i>Shire of Chittering Finance Policy 2.12 Purchasing</i></li> <li>• <i>Shire of Chittering Staff Policy 3.1 Code of Conduct; Staff, Volunteers and Contractors</i></li> <li>• <i>Shire of Chittering Elected Members Policy 4.5 Legal Representation and Costs Indemnification</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b><i>21 June 2017 (Resolution 090617)</i></b>

## DA16 NATIVE TITLE

<b>Objective of Delegation:</b>	To register an interest in any native title claim
<b>Extent of Delegation:</b>	The power to register an interest in any native title claim affecting the Shire in order for Council to have sufficient interest to become a party to the native title application.
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Native Title (State Provisions) Act 1999</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA17 PROSECUTIONS

<b>Objective of Delegation:</b>	To sign all prosecution complaint forms
<b>Extent of Delegation:</b>	The power to sign all prosecution complaint forms in relation to prosecutions under the <i>Local Government Act 1995</i> on behalf of the Council.
<b>Conditions imposed:</b>	The Chief Executive Officer is required to use discretion in taking action under this delegation where there are mitigating circumstances.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Local Government Act 1995</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA18 RATES AND SERVICE CHARGES AGREEMENTS

<b>Objective of Delegation:</b>	To accept payment of a rate or service charge
<b>Extent of Delegation:</b>	The power to accept payment of a rate or service charge that is due and payable by a person in accordance with an agreement made with that person.
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>1. The Chief Executive Officer is required to observe any relevant policy.</li> <li>2. In making any such agreement, the Chief Executive Officer is to exercise discretion in negotiating the best possible repayment schedule to protect the interests of the Shire without imposing undue financial hardship on the person.</li> <li>3. The Chief Executive Officer is to ensure that appropriate written agreements are entered into and that appropriate internal controls are in place to monitor compliance with the agreed repayment schedule.</li> <li>4. The Chief Executive Officer is to have regard to the Shire's Rating Policy should the person materially default with the terms of the agreement.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services
<b>Formal Record:</b>	Copy of signed offer and acceptance retained on property file. Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Finance Policy 2.6 Rating</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>16 February 2017 (ref N1780461)</b>

## DA19 RATES AND SERVICE CHARGES CAVEAT

<b>Objective of Delegation:</b>	To lodge a caveat on property in the Shire of Chittering
<b>Extent of Delegation:</b>	The power to lodge a caveat to preclude dealings in land where rates or services charges are in arrears and the Chief Executive Officer is of the opinion that it is in the interests of the Shire to lodge the caveat.
<b>Conditions imposed:</b>	<ol style="list-style-type: none"> <li>1. The Chief Executive Officer is required to observe any relevant policy.</li> <li>2. The action to lodge a caveat is only to be taken, where in the opinion of the Chief Executive Officer, that action is necessary.</li> <li>3. The action is only to be taken by persons with the specific written authority to lodge the caveat.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Monthly Information Bulletin. Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Finance Policy 2.4 Rating of Council Property</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



## DA20 TENDERS / QUOTATIONS

<b>Objective of Delegation:</b>	To expedite the calling of quotations and tenders.
<b>Extent of Delegation:</b>	<p>The power to:</p> <ul style="list-style-type: none"><li>(i) make the decision to invite quotations and tenders for goods and services.</li><li>(ii) call quotations and tenders before the Shire enters into a contract of a prescribed kind.</li><li>(iii) accept a quotation where the consideration is less than \$149,999.</li></ul>
<b>Conditions imposed:</b>	<ul style="list-style-type: none"><li>1. All decisions to call for quotations or tenders for goods or services must relate to a proposal that is specifically authorised in the budget or by a specific Council decision.</li><li>2. The Chief Executive Officer must be satisfied before making the decision to call for quotations or tenders that an appropriate specification and information package is available and that there are appropriate assessment criteria specified.</li><li>3. That the process is conducted fairly and impartially and in strict compliance with the <b>Local Government Act 1995</b> and the associated regulations, and any appropriate Council policy, direction or guideline.</li><li>4. That any decision to accept a quotation or tender is made fairly, impartially and based upon a proper assessment of the stipulated criteria, and that represents the best value for the Shire.</li></ul>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"><li>• <i>Local Government Act 1995 – section 3.57</i></li><li>• <i>Shire of Chittering Finance Policy 2.12 Purchasing</i></li></ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	15 June 2016

**DA21 TO ACCEPT QUOTATIONS FOR GOODS AND SERVICES –  
REVOKED (16 MAY 2012)**

## DA22 BOND REFUNDS

<b>Objective of Delegation:</b>	To expedite the approvals process
<b>Extent of Delegation:</b>	The authority to refund bond monies where all conditions of approval have been met, with the aggrieved applicant having a right of appeal to Council.
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Executive Manager Corporate Services Executive Manager Technical Services
<b>Formal Record:</b>	Monthly List of Payments included in the Ordinary Council agenda  Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – section 5.42</i></li> <li>• <i>Shire of Chittering Community Facilities and Recreation Policy 5.1 Advertising on public open space</i></li> <li>• <i>Shire of Chittering Engineering, Construction and Maintenance Policy 7.2 Crossovers Subsidy</i></li> <li>• <i>Shire of Chittering Town Planning Policy 9.6 Public Guidance Signage in Road Reserves</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>12 October 2016</b>

## DA23     UNDERTAKING PRIVATE WORKS

**Objective of Delegation:** To facilitate private works

**Extent of Delegation:** The authority to use discretion in accepting or rejecting private works requests.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – section 5.42</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



**DA24 MAJOR PLANT PURCHASES – REVOKED (16 MAY 2012)**

## DA25 GRANT APPLICATIONS

<b>Objective of Delegation:</b>	To make applications for grants from various sources
<b>Extent of Delegation:</b>	The authority to make application for grants from various sources.
<b>Conditions imposed:</b>	<p>The Chief Executive Officer must approve and sign any grant application.</p> <p>Where possible, the prior approval of the Council is required before making application for grants that may impose an ongoing commitment by the Shire.</p> <p>Any application that requires a financial commitment from the Shire requires specific approval of the Council.</p> <p>Where it is proposed to make a submission for grants and/or subsidies from state/commonwealth governments without prior approval of Council, the grant/subsidy shall not be accepted without specific Council endorsement through the budget process.</p> <p>Any application must be in accord with Council's strategic objectives.</p> <p>The Chief Executive Officer is to ensure that any relevant grant conditions are met and that the appropriate grant acquittal is completed in a timely manner and subject to audit scrutiny.</p>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Finance Policy 2.9 Funding Submissions</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017

Amended:	
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## DA26 CARAVAN PARK LICENCES / PERMITS TO CAMP ON PRIVATE PROPERTY

**Objective of Delegation:** To control and maximise tourist numbers.

**Extent of Delegation:** The authority under Regulation 6 of the *Caravan Parks & Camping Grounds Regulation 1997* to issue approvals for renewal of licences and granting approvals for camping permits on private property.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Principal Environmental Health Officer
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Caravan Parks &amp; Camping Grounds Regulation 1997 – Regulation 6</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA27 BURNING ON ROADSIDES

<b>Objective of Delegation:</b>	To control burns on road verges
<b>Extent of Delegation:</b>	The authority to approve applications submitted by the relevant Fire Control Officer to burn on a road verge vested in the care control and management of the Shire of Chittering.
<b>Conditions imposed:</b>	The Chief Executive Officer is to have regard to roadside conservation policies of the Shire of Chittering in place from time to time and environmental harm provisions contained within the <i>Environmental Protection Act 1986</i> .

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Executive Manager Technical Services Community Emergency Services Manager Shire Rangers
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Bush Fire Act 1954</i></li> <li>• <i>Environmental Protection Act 1986</i></li> <li>• <i>Shire of Chittering Environmental and Health Policy 10.2 Bush Fire Control</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>21 June 2017 (Resolution 090617)</b>

## DA28 BUSH FIRES, PROHIBITED BURNING TIMES, RESTRICTED BURNING TIMES AND PROSECUTION OF OFFENCES

**Objective of Delegation:** That under section 48 of the *Bush Fires Act 1954* the Council of the Shire of Chittering hereby delegates authority to the **Chief Executive Officer**, the exercise the powers and discharge of duties of the Local Government functions under the *Bush Fires Act 1954*.

That under section 17(1) of the *Bush Fires Act 1954* the Council of the Shire of Chittering hereby delegates authority to the **Shire President** and **Chief Bushfire Control Officer** to vary prohibited burning times under section 17 and vary restricted burning times under section 18 of the *Bush Fires Act 1954*.

That under section 59(3) of the *Bush Fires Act 1954* the Council of the Shire of Chittering hereby delegates authority to the **Shire Rangers** to prosecute offences committed against this Act, and issue infringement notices pursuant to section 59 and section 59A of the *Bush Fires Act 1954*.

<b>Delegation by Council to:</b>	Chief Executive Officer Shire President Chief Bushfire Control Officer Shire Rangers
<b>Delegation by Chief Executive Officer to:</b>	Section 48(3) of the <i>Bush Fires Act 1954</i> delegation under this section does not include the power to sub-delegate.



<b>Formal Record:</b>	<p>Section 41 of the <i><b>Bush Fires Act 1954</b></i> requires the local government to keep a register of bush fire brigades and their members.</p> <p>Section 50 of the <i><b>Bush Fires Act 1954</b></i> requires the local government to maintain records of all bush fire control officers and bush fire brigade officers appointed, and particulars of the bush firefighting equipment and appliances available within the district.</p> <p>All evidentiary documents must be retained on the Shire's record keeping database.</p>
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i><b>Bush Fires Act 1954</b></i></li> <li>• <i><b>Shire of Chittering Administration Policy 1.9 Prosecution by Council against Offenders</b></i></li> <li>• <i><b>Shire of Chittering Environmental and Health Policy 10.2 Bush Fire Control</b></i></li> </ul>
<b>References:</b>	<p><u>Power to delegate:</u> Section 48 <i>Bush Fires Act 1954</i>: <i>Delegation by local governments</i></p> <p><u>Power/duty delegated:</u> Section 17 <i>Bush Fires Act 1954</i> – <i>Prohibited burning times may be declared by Minister</i> Section 18 <i>Bush Fires Act 1954</i> – <i>Restricted burning times may be declared by Minister</i> Section 59 <i>Bush Fires Act 1954</i> – <i>Prosecution of offences</i></p>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<p><i><b>14 December 2016 (Resolution 101216)</b></i></p> <p><i><b>21 June 2017 (Resolution 090617)</b></i></p>

DA29 CERTIFICATES OF CLASSIFICATION – REVOKED (16 MAY 2012)

## DA30 INSURANCE

<b>Objective of Delegation:</b>	To enter into appropriate contacts of insurance
<b>Extent of Delegation:</b>	The authority to enter into appropriate contracts of insurance.
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services
<b>Formal Record:</b>	Retain copy of Insurance documentation Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – section 5.42</i></li> <li>• <i>Shire of Chittering Finance Policy 2.12 Purchasing</i></li> <li>• <i>Shire of Chittering Staff Policy 3.1 Code of Conduct; Staff, Volunteers and Contractors</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b><i>21 June 2017 (Resolution 090617)</i></b>

## DA31 PUBLIC LIABILITY CLAIMS

<b>Objective of Delegation:</b>	To consider claims for property damage
<b>Extent of Delegation:</b>	The authority to consider claims against Council for the property damage that does not exceed the insurance policy excess levels and to accept or deny liability on behalf of Council.
<b>Conditions imposed:</b>	In cases where liability is accepted, payment may only be made up to the value of Council's relevant insurance excesses amount and then only upon receipt of an appropriate release form provided by Council's insurers.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services
<b>Formal Record:</b>	Retain all claims Recorded in central records system
<b>Heads of Power:</b>	<i>Local Government Act 1995 – section 5.42</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA32 SALE AND CONSUMPTION OF LIQUOR ON COUNCIL PROPERTY

**Objective of Delegation:** To expedite applications for the sale of liquor on Council property.

**Extent of Delegation:** The authority to determine applications for the sale of liquor from property under the care, control and management of the Council and to approve applications to consume liquor on property under the care, control and management of Council.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services Principal Environmental Health Officer
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995 – Section 5.42</i></li> <li>• <i>Food Act 2008 – Section 122 and 126(2)</i></li> <li>• <i>Environmental Protection Act 1986 – Section 87 and 88</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



DA33    ISSUE OF SECTION 401 NOTICES – REVOKED (25 JUNE 2014)

## DA34 APPOINTMENT OF AUTHORISED OFFICERS

<b>Objective of Delegation:</b>	To appoint authorised officers.
<b>Extent of Delegation:</b>	<p>The power to appoint authorised officers/persons to enforce local laws of the Shire made in accordance with the <b><i>Local Government Act 1995</i></b> and the following Acts (including their relevant Regulations):</p> <ul style="list-style-type: none"> <li>• <i>Building Act 2011</i></li> <li>• <i>Bush Fires Act 1954</i></li> <li>• <i>Cat Act 2011</i></li> <li>• <i>Cemeteries Act 1986</i></li> <li>• <i>Criminal Procedure Act 2004</i></li> <li>• <i>Dog Act 1976</i></li> <li>• <i>Health (Miscellaneous Provisions) Act 1911</i></li> <li>• <i>Health (Asbestos) Regulations 1992</i></li> <li>• <i>Food Act 2008</i></li> <li>• <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i></li> <li>• <i>Litter Act 1979</i></li> <li>• <i>Public Health Act 2016</i></li> <li>• <i>Town Planning Scheme No 6</i></li> </ul>
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Nil
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<u>Acts as listed above</u>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<p>17 June 2015  15 February 2017 (Resolution 080217)  15 February 2017 (Resolution 090217) and <a href="#">Department of Local Government Circular 02-2017</a>  21 June 2017 (Resolution 090617)</p>

## DA35 TENDER EVALUATION

<b>Objective of Delegation:</b>	To expedite the evaluation of tenders received.
<b>Extent of Delegation:</b>	<p>The authority to:</p> <ul style="list-style-type: none"> <li>• establish the individual weighting for each evaluation criterion.</li> <li>• vary the Evaluation Criteria where in his opinion the particular tender requires a variation to the established evaluation criteria.</li> </ul>
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services Executive Manager Development Services Executive Manager Technical Services
<b>Formal Record:</b>	Copies of tender evaluations to be filed with Tender documents.  Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Function and General) Regulations 1996</i></li> <li>• <i>Shire of Chittering Finance Policy 2.12 Purchasing</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA36 PERMITS ROAD TRAINS AND EXTRA MASS

<b>Objective of Delegation:</b>	To expedite the applications to use road trains / extra mass on any local road.
<b>Extent of Delegation:</b>	The authority to determine any application recommending approval or refusal to Main Roads WA to use road trains and applications for extra mass permits on any local road.
<b>Conditions imposed:</b>	<p>The Chief Executive Officer is to have regarded:</p> <ol style="list-style-type: none"> <li>1 All roads are subject to the appropriate approval by Main Roads WA and subsequent issue of relevant permits</li> <li>2 Applicants to supply Council with a copy of Main Roads WA permit before operations commence</li> <li>3 That the speeds of the vehicles do not exceed 90km/h on gravel roads or as sign posted</li> <li>4 Applicants are requested to utilise sealed routes, where possible, particularly during periods of wet weather</li> <li>5 Council reserves the right to withdraw the approval with twenty four (24) hours' notice.</li> <li>6 Any policy of Council in place from time to time.</li> </ol>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Technical Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Engineering, Construction and Maintenance Policy 7.6 Heavy Vehicle Access</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA37 RATING AND SERVICE CHARGES RECOVERY

**Objective of Delegation:** To recover debt from rates or services charges.

**Extent of Delegation:** The power to:

1. recover rates and service charges which are apportioned between successive owners in respect of time as if they accrue.
2. recover a rate or service charge, if it remains unpaid after it becomes due and payable, as well as costs of proceedings, if any, for that recovery, in a court of law.
3. recover rates and charges outstanding.
4. give notice to the lessee of land if payment of a rate or service charge imposed is due and payable requiring the lessee to pay any rent as it falls due in satisfaction of the debt.
5. give the lessor a copy of the notice with an endorsement that the original of it has been given to the lessee.
6. recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with the notice.
7. recover unpaid rates or service charges. Refer 6.60 (5) and (6).
8. request the occupier of property, or an agent of the owner of property to disclose the name and address of the owner or of the person receiving or authorised to receive the rate or service charge.
9. apply the money for or towards rates or service charges where money is paid on rates and charges due on the land in the order in which they become due.
10. lodge a caveat to preclude dealings in respect of land where payment of rates or service charges imposed in respect of the land is in arrears.



11. instigate action through a court to recover a debt, including recovery costs, associated with a rate or service charge, if it remains unpaid after the time for payment under the Act, and after the procedures under the Shire debt collection policy has been unsuccessful.

**Conditions imposed:**

1. The Chief Executive Officer is required to observe any relevant policy.
2. The legal action is only to be taken, where in the opinion of the Chief Executive Officer, that action is a last resort to obtain payment.
3. The legal action is only to be taken by persons with the specific written authority to commence the action.
4. To observe all relevant provisions of the *Local Government Act 1995*, all other written law and regulations, Council policies, directions and guidelines.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services
<b>Formal Record:</b>	Monthly Information Bulletin Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Finance Policy 2.6 Rating</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA38 DEMOLITION PERMITS

<b>Objective of Delegation:</b>	To manage dangerous buildings in the Shire of Chittering
<b>Extent of Delegation:</b>	Council delegates its authority and power to Peter Stuart (Executive Manager Development Services) and Nathan Gough (Principal Building Surveyor) to approve or refuse to grant demolition permits submitted under section 21 of the <i>Building Act 2011</i> .
<b>Conditions imposed:</b>	<p>Subject to the following conditions: In undertaking the functions of this delegation, Nathan Gough, Principal Building Surveyor must:</p> <ol style="list-style-type: none"> <li>1) Be employed by the Shire of Chittering in accordance with section 5.36 of the <i>Local Government Act 1995</i>; and</li> <li>2) Hold the appropriate qualifications as set out under Regulation 6 of the <i>Local Government (Building Surveyors) Regulations 2008</i>.</li> </ol>

<b>Delegation by Council to:</b>	Executive Manager Development Services Principal Building Surveyor
<b>Delegation by Chief Executive Officer to:</b>	Not Applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011 – sections 21, 22 and 127</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>15 June 2016</b> <b>21 June 2017 (Resolution 090617)</b> <b>25 July 2017 (N1785631)</b>

## DA39 BUILDING PERMITS

<b>Objective of Delegation:</b>	To expedite the approval of Building Licences
<b>Extent of Delegation:</b>	Council delegates its authority and power to Peter Stuart (Executive Manager Development Services) and Nathan Gough (Principal Building Surveyor) to approve or refuse to approve plans and specifications submitted under the <i>Building Act 2011</i> .
<b>Conditions imposed:</b>	<p>Subject to the following conditions:</p> <p>In undertaking the functions of this delegation Nathan Gough, (Principal Building Surveyor) must:</p> <ol style="list-style-type: none"> <li>1) Be employed by the Shire of Chittering in accordance with section 5.36 of the <i>Local Government Act 1995</i>; and</li> <li>2) Hold the appropriate qualifications as set out under Regulation 6 of the <i>Local Government (Building Surveyors) Regulations 2008</i>.</li> </ol>

<b>Delegation by Council to:</b>	Executive Manager Development Services Principal Building Surveyor
<b>Delegation by Chief Executive Officer to:</b>	Not Applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011 – sections 16, 20, 22 and 127</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>15 June 2016</b> <b>21 June 2017 (Resolution 090617)</b> <b>25 July 2017 (N1785631)</b>

## DA40 BUILDING ORDERS

<b>Objective of Delegation:</b>	To expedite the approval of building orders
<b>Extent of Delegation:</b>	<p>Council delegates its authority and power to Peter Stuart (Executive Manager Development Services) and Nathan Gough (Principal Building Surveyor) to:</p> <ol style="list-style-type: none"> <li>1) Make building orders pursuant to section 110 of the <b><i>Building Act 2011</i></b> in relation to: <ol style="list-style-type: none"> <li>a) Stop work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the <b><i>Building Act 2011</i></b>;</li> <li>b) Take specific action to prevent contravention of the <b><i>Building Act 2011</i></b>;</li> <li>c) Finish an outward facing side of a wall;</li> <li>d) Buildings which are considered as being unsafe or not fit for human habitation.</li> </ol> </li> <li>2) Revoke building orders pursuant to section 117 of the <b><i>Building Act 2011</i></b>.</li> </ol>
<b>Conditions imposed:</b>	<p>Subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1) The Executive Manager Development Services may: <ol style="list-style-type: none"> <li>a) Seek legal advice on the issue of a building order where it is considered appropriate.</li> <li>b) Determine that a building order is to remain in effect in accordance with section 117(2) of the <b><i>Building Act 2011</i></b> where it is considered appropriate.</li> </ol> </li> <li>2) In undertaking the functions of this delegation, the Principal Building Surveyor must be employed by the Shire of Chittering in accordance with section 5.36 of the <b><i>Local Government Act 1995</i></b>.</li> </ol>

<b>Delegation by Council to:</b>	Executive Manager Development Services Principal Building Surveyor
<b>Delegation by Chief Executive Officer to:</b>	Not Applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011 – sections 110, 111, 117 and 127</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<i>15 June 2016 21 June 2017 (Resolution 090617) 25 July 2017 (N1785631)</i>



## DA41 EXTENSION OF PERIOD OF DURATION OF AN OCCUPANCY PERMIT OR BUILDING APPROVAL CERTIFICATE

**Objective of Delegation:** To manage extending the period of duration of an occupancy permit or building approval certificate.

**Extent of Delegation:** Council delegates its authority and power to Bronwyn Southee (Executive Manager Development Services) and Nathan Gough (Principal Building Surveyor) to approve or refuse to approve applications submitted under section 65 of the *Building Act 2011*.

**Conditions imposed:** Subject to the following conditions:

In undertaking the functions of this delegation, the Principal Building Surveyor must:

- 1) Be employed by the Shire of Chittering in accordance with section 5.36 of the *Local Government Act 1995*; and
- 2) Hold the appropriate qualifications as set out under Regulation 6 of the *Local Government (Building Surveyors) Regulations 2008*.

<b>Delegation by Council to:</b>	Executive Manager Development Services Principal Building Surveyor
<b>Delegation by Chief Executive Officer to:</b>	Not Applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011 – sections 65 and 127</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<i>15 June 2016</i> <i>21 June 2017 (Resolution 090617)</i>

**DA42 UNCOMPLETED BUILDINGS – REVOKED (16 MAY 2012)**

## DA43 STRATA TITLES

**Objective of Delegation:** To manage strata titles in the Shire of Chittering

**Extent of Delegation:** Pursuant to the provisions of section 23 of the *Strata Titles Act 1985*, the authority to issue the appropriate certificates in respect to buildings as may be shown on a strata plan to be lodged for registration under the Act, provided that the buildings shown on the strata plan are first inspected to ensure compliance with Town Planning, Health and Building statutory requirements and that the Chief Executive Officer, is of the opinion that the buildings are of sufficient standard and suitable to be divided into lots pursuant to the *Strata Titles Act 1985*.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Miscellaneous Provisions) Act 1960</i></li> <li>• <i>Strata Titles Act 1985</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA44 DETERMINATION OF APPLICATIONS FOR PLANNING APPROVAL

<b>Objective of Delegation:</b>	To expedite the approval of Planning Applications
<b>Extent of Delegation:</b>	<ol style="list-style-type: none"> <li>1) The authority to perform the functions of Council in respect of determining applications for development approval, including applications involving: <ol style="list-style-type: none"> <li>a) the variation of scheme provisions, Planning Policy or provisions of the Residential Design Codes or</li> <li>b) the exercise of discretion under the scheme, Planning Policy or the Residential Design Codes.</li> </ol> </li> <li>2) The authority to refuse any development applications where the proposed use is not permitted by the Town Planning Scheme or where the development does not comply with the non-discretionary provisions of the Residential Planning Codes or any mandatory statutory requirement, unless: <ol style="list-style-type: none"> <li>a) advertising is undertaken and any objections are received that officers cannot adequately resolve through sourcing of additional information or through conditions of approval;</li> <li>b) the application is contentious; or</li> <li>c) it requires the concurrence of the Minister of Planning.</li> </ol> </li> </ol>
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Senior Planning Officer
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Miscellaneous Provisions) Act 1960</i></li> <li>• <i>Planning and Development Act 2005</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	17 June 2015

## DA45    AUTHORITY TO COMMENCE PROSECUTIONS

<b>Objective of Delegation:</b>	To provide authority to commence legal proceedings
<b>Extent of Delegation:</b>	Council delegates its authority and power to Alan Sheridan (Chief Executive Officer) the authority to commence prosecutions pursuant to section 133 of the <i>Building Act 2011</i> .
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011 - sections 133</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	15 June 2016

**DA46 PLANNING APPROVALS – REVOKED (17 JUNE 2015)**



## DA47 SUBDIVISION

<b>Objective of Delegation:</b>	To expedite the sub division referral proformas
<b>Extent of Delegation:</b>	<p>The authority to:</p> <ol style="list-style-type: none"> <li>1 endorse subdivision referral proformas for the purposes of part 10 Division 2 of the <i>Planning and Development Act 2005</i>.</li> <li>2 certify the compliance with subdivision conditions for the purposes of part III sections 20 &amp; 24 of the <i>Planning and Development Act 2005</i>.</li> <li>3 approve or refuse the Subdivision referral which complies with all relevant legislation and policies involving:</li> </ol>
<b>Conditions imposed:</b>	Council is to be notified of delegated authority used by report through the Information Bulletin.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	<p>Monthly Information Bulletin</p> <p>Recorded in central records system</p>
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Miscellaneous Provisions) Act 1960</i></li> <li>• <i>Planning and Development Act 2005</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	15 June 2016

## DA48 SUBDIVISIONAL CLEARANCE

**Objective of Delegation:** To issue subdivision clearances

**Extent of Delegation:** The authority to issue subdivision clearances where the subdivision complies with the requirements of the Town Planning Scheme and Council Policies in place from time to time and the conditions have been complied with to the satisfaction of the Executive Manager Development Services and Executive Manager Technical Services.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Executive Manager Technical Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Miscellaneous Provisions) Act 1960</i></li> <li>• <i>Planning and Development Act 2005</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA49 VARIATION TO ADVERTISING PERIOD

**Objective of Delegation:** To manage the advertising periods in accordance with the Town Planning Scheme

**Extent of Delegation:** The authority to determine whether advertising is required, the level of advertising and undertake the advertising process in accordance with 9.4.3 of the ***Town Planning Scheme No 6***.

The Chief Executive Officer may extend the advertising period beyond the minimum where he/she believes there is a need to extend or where there has been changes to the applicant's original proposal.

**Conditions imposed:** Advertising is to be not less than fourteen (14) days in accordance with the Scheme.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Miscellaneous Provisions) Act 1960</i></li> <li>• <i>Planning and Development Act 2005</i></li> <li>• <i>Shire of Chittering Local Planning Scheme No 6</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

DA50    RECORD ON TITLE – REVOKED (25 JUNE 2014)

## DA51 PAYMENT OF CREDITORS

<b>Objective of Delegation:</b>	To ensure the timely payment of creditors
<b>Extent of Delegation:</b>	The authority to make payments from the Municipal Fund Bank Accounts and the Trust Bank Accounts.
<b>Conditions imposed:</b>	<p>Each payment from the Municipal Fund Bank Accounts and the Trust Fund Bank Account is to be noted on a list compiled for each month showing:</p> <ul style="list-style-type: none"> <li>a) The Payees name</li> <li>b) The amount of the payment</li> <li>c) The date of the payment</li> <li>d) Sufficient information to identify the transaction.</li> </ul> <p>The list referred to above is to be presented to the Council at the next ordinary meeting of the Council following the preparation of the list.</p>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services Executive Manager Development Services Executive Manager Technical Services
<b>Formal Record:</b>	List of payments in monthly Ordinary Council agenda Recorded in central records system
<b>Heads of Power</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Local Government (Financial Management) Regulations – Reg 13</i></li> <li>• <i>Shire of Chittering Finance Policy 2.10 Cheque Signatory/EFT requirements</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b>12 October 2016</b>

## DA52 ORDERING THRESHOLDS

<b>Objective of Delegation:</b>	To authorise officers to sign purchase orders
<b>Extent of Delegation:</b>	To authorise officers to sign orders on behalf of Council within the limits stated within purchasing policy, provided such proposed purchases are contained within the Budget and are within the officer's area of activity.
<b>Conditions imposed:</b>	As outlined in <i>Shire of Chittering Policy 2.12 Purchasing</i>

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services Executive Manager Technical Services Executive Manager Corporate Services Principal Building Surveyor Principal Environmental Health Officer Community Emergency Services Manager
<b>Formal Record:</b>	Retain copy of purchase order Recorded in central records system
<b>Heads of Power</b>	<i>Shire of Chittering Finance Policy 2.12 Purchasing</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<b><i>15 June 2016; 12 October 2016</i></b>



## DA53 OCCUPANCY PERMITS OR BUILDING APPROVAL CERTIFICATES

**Objective of Delegation:** To expedite the approval of occupancy permits or building approval certificates.

**Extent of Delegation:** Council delegates its authority and power to Peter Stuart (Executive Manager Development Services) and Nathan Gough (Principal Building Surveyor) the authority to grant, modify or refuse to grant occupancy permits or building approval certificates.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Executive Manager Development Services Principal Building Surveyor
<b>Delegation by Chief Executive Officer to:</b>	Nil
<b>Formal Record:</b>	Monthly information bulletin Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011, section 58 and 127</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<i>15 June 2016 21 June 2017 (Resolution 090617) 25 July 2017 (N1785631)</i>

## DA54 AUTHORITY TO APPOINT AUTHORISED PERSONS - BUILDING

<b>Objective of Delegation:</b>	To provide authority to appoint authorised persons
<b>Extent of Delegation:</b>	Council delegates its authority and power to Alan Sheridan (Chief Executive Officer) to appoint authorised persons pursuant to section 96 of the <i>Building Act 2011</i> .
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Nil
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Building Act 2011 – sections 96 and 127</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	15 June 2016

**DA55 CHITTERING AUSTRALIA DAY ADVISORY COMMITTEE –  
REVOKED (19 JUNE 2013)**

DA56 CHITTERING EDUCATION SCHOLARSHIP ADVISORY  
COMMITTEE – REVOKED (19 JUNE 2013)

**DA57 FOOD ACT 2008 – TO ISSUE INFRINGEMENT NOTICES**

**Objective of Delegation:** To issue infringement notices

**Extent of Delegation:** The authority to issue infringement notices in accordance with section 126(2) of the *Food Act 2008*.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Principal Environmental Health Officer
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Food Act 2008, Section 126(2)</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA58    FOOD ACT 2008 – TO RECEIVE PAYMENT AND GRANT EXTENSIONS OF TIME

**Objective of Delegation:** To receive payment and grant extensions of time for infringement notices.

**Extent of Delegation:** To receive payment of modified penalties, granting extension of time and withdrawing infringement notices in accordance with Section 126(1), (3), (6) and (7) of the *Food Act 2008*.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Food Act 2008, Section 126(1), (3), (6) and (7)</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



## DA59    FOOD ACT 2008 – TO ISSUE OF PROHIBITION ORDERS AND CERTIFICATES OF CLEARANCE

<b>Objective of Delegation:</b>	To issue Prohibition Orders and Certificates of Clearance.
<b>Extent of Delegation:</b>	To issue prohibition orders and Certificates of Clearance for the purpose of Sections 65 and 66 of the <i>Food Act 2008</i> .
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Nil
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Food Act 2008, Sections 65 and 66</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA60     MULTIPLE DOGS

<b>Objective of Delegation:</b>	To expedite the approval of multiple dog(s) applications
<b>Extent of Delegation:</b>	The authority to approve multiple dog(s) applications where: <ol style="list-style-type: none"> <li>1. The proposal complies with all relevant legislation and policies</li> <li>2. The proposal has been advertised and no valid objections have been received by affected adjoining land owners.</li> </ol>
<b>Conditions imposed:</b>	Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Development Services
<b>Formal Record:</b>	Monthly Information Bulletin Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Dog Act 1976, Section 26(3)</i></li> <li>• <i>Local Government Act 1995, Sections 5.18, 5.42&amp; 5.46(1)</i></li> <li>• <i>Dogs Local Law 2011</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	17 June 2015

## DA61 WITHDRAWAL RATES AND SERVICE CHARGES CAVEAT

**Objective of Delegation:** To expedite the withdrawal of a Caveat that has been lodged with Landgate for unpaid rates and charges on a property in the Shire of Chittering, where the purpose for which the Caveat was lodged has been satisfied.

**Extent of Delegation:** The authority to withdraw a Caveat to enable dealings on land, where the purposes for which the Caveat was lodged has been satisfied and the Chief Executive Officer is satisfied that the Shire's interests arising from the Caveat are fully protected.

**Conditions imposed:**

1. The Chief Executive Officer and the Executive Manager Corporate Services are required to observe any relevant policy.
2. The action to withdraw a Caveat is only to be taken, where in the opinion of the Chief Executive Officer or the Executive Manager Corporate Services, the purpose for which the Caveat was lodged has been satisfied or will be satisfied at settlement.
3. The action is only to be taken by persons with the specific written authority to withdraw the Caveat.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Executive Manager Corporate Services
<b>Formal Record:</b>	Monthly Information Bulletin Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Shire of Chittering Finance Policy 2.6 Rating</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	

## DA62 CAT ACT 2011 – POWERS AND DUTIES OF A LOCAL GOVERNMENT

**Objective of Delegation:** Authority to exercise the powers or discharge the duties of the local government under the *Cat Act 2011*.

**Extent of Delegation:** The authorities to grant, renew, refuse or cancel an application for cat registration.

The authority to cancel a cat registration.

The authority to issue a cat control notice as per *Cat Act 2011, Section 26*.

**Conditions imposed:** Nil

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Cat Register Monthly Information Bulletin Recorded in central records system
<b>Heads of Power:</b>	<ul style="list-style-type: none"> <li>• <i>Cat Act 2011, Section 44</i></li> <li>• <i>Local Government Act 1995</i></li> <li>• <i>Cats Local Law 2015</i></li> <li>• <i>Cats Amendment Local Law 2016</i></li> </ul>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	<i>27 July 2016 – N1673883</i> <i>21 June 2017 (Resolution 090617)</i>

DA63 CAT CONTROL NOTICE – REVOKED (27 JULY 2016)

## DA64 WESTERN AUSTRALIAN TREASURY CORPORATION BORROWINGS

**Objective of Delegation:** To sign documents in relation to borrowings for the Shire of Chittering

**Extent of Delegation:** To sign schedule documents under the Master Lending Agreement and give instructions to Western Australian Treasury Corporation on behalf of the Shire of Chittering.

<b>Delegation by Council to:</b>	Chief Executive Officer
<b>Delegation by Chief Executive Officer to:</b>	Not applicable
<b>Formal Record:</b>	Recorded in central records system
<b>Heads of Power:</b>	<i>Local Government Act 1995 – Section 9.49A(4)</i>
<b>Last Reviewed:</b>	21 June 2017
<b>Amended:</b>	



OUR REF: 01895617, 02/02/0001  
Enquiries to: Natasha Mossman, Executive Support Officer

9 May 2018

Denis M Boyanich  
COLLECTED FROM OFFICE



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6177 Great Northern Highway  
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Dear Denis

### CHITTERING RATEPAYERS ASSOCIATION

Council's Vehicle Policy was subject to extensive review by Council in the 2017 calendar year (refer below). In more recent discussions with Council, in my role as the Chief Executive Officer, I gave the commitment to further review the policy following the current budget (in August/September). All remaining Shire vehicles that have a private use component (of which there are four in total) are subject to employment contracts. The earliest contract to expire is the Chief Executive Officers (April 2021). Council is not in a position to arbitrarily change the terms of employment contracts with senior staff. Employment contracts are legally binding contracts and carry the same weight and obligations as any other contractual arrangement.

Given concerns that have been expressed regarding the efficiency of Council's Fleet operations, considerable time and effort has been expended over the past two years to ensure that Council has an efficient, reliable, safe and cost effective fleet of vehicles and plant. This work has resulted in considerable savings to Council and the community – as outlined below. In addition, the Shire has made a concerted effort to reduce the number of vehicles and to restrict private use arrangements to the absolute minimum. The number of vehicles with private use arrangements is down from nine to four, with the remaining four being subject to existing employment contracts.

Matters regarding vehicles have been raised previously and every effort has been made to deal effectively with those concerns. However, there seems to be a lot of misinformation within the community regarding such matters. I was even advised today that Shire vehicles had been registered with WA Plates – presumably to avoid them being recognised as a Shire vehicles. This is simply not true. All Shire vehicles are registered with CH plates. The vehicles that are parked outside the office during the day are mostly private vehicles belonging to individual employees.

In response to a Notice of Motion as raised by Cr Gibson in February 2018, seeking a review of the Shire vehicle use policy, the following information was provided and printed in the Council Agenda and Minutes of that meeting:

*This document and any attachments can be made available in alternative formats upon request*

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Office hours:  
Monday to Friday, 8.30am - 4.30pm

*The matters as raised have already been dealt with at length by Council and have been addressed to the satisfaction of Council. Council is not purchasing "luxury" vehicles as is suggested. The new vehicle policy makes it clear that Council is moving towards a four cylinder vehicle fleet which suits the business needs of the Council. The current policy was adopted by Council in October 2017 following an extensive process of briefings and discussions with Council. This work involved significant staff time and resources at a considerable cost to Council. Council needs to consider whether it is a wise expenditure of resources to continually review a matter which has already been subject to significant review and consideration by Council. There are many other higher priority activities which require Council's attention at this time.*

*In summary, the current policy position provides for:*

- A significant reduction in private use vehicles, from nine down to four over last 18 months. It is proposed to further reduce further these arrangements as contracts expire.*
- The move to a four cylinder vehicle fleet. In the future, all Shire vehicles will be four cylinder vehicles that suit the business use needs of the Shire.*
- Placing restrictions on private and commuter use where none existed previously.*
- Providing optional vehicle arrangements for Senior Officers whereby they have the ability to provide their own vehicle for work purposes resulting in a net saving to Council.*

*In regard to briefings and workshops, Council was briefed by Uniqco Fleet Management on these matters at briefing sessions held on 4 April 2017 and 19 April 2017. As a result of a report to Council in May 2017, a further workshop was arranged with Uniqco Fleet Management on 25 July 2017. Subsequent to the 25 July Workshop, the Chief Executive Officer produced briefing notes regarding the proposed fleet policy. Those notes were discussed with Council at a Briefing Session on 23 August 2017. The matter was further workshopped with Council on 6 September 2017 with specific reference to the principles of the proposed policy and detailed calculations relating to FBT, running costs and resale values.*

*In addition, considerable savings in fleet expenses and operating costs have been delivered over the past 18 months, including:*

#### *Light Vehicles*

- Permanent Reduction in Light Fleet (x2) - \$37,000 / annum*
- Conversion from Private Use (x2) - \$17,000 / annum*

#### *Ongoing Fleet savings - \$115,000 / annum*

- Revised capital program*
- Extended change-over period for light vehicles*
- Safety risk assessments to extend life of heavy plant*
- Reduced risk through improved systems and processes*

#### *Savings in Plant Equipment*

- Hire of roller in lieu of owning - \$25,000 one off saving*
- Purchase of Revised Spec Loader - \$100,000 one-off saving (actual saving was \$127,000)*

*The community was briefed on these matters at the Annual Electors Meeting in December 2017 and informal feedback suggests the majority are satisfied with Council's efforts in managing and controlling costs.*

*While it is not possible to vary existing contract arrangements without the agreement of individual employees, it is intended to further explore options for better managing private use arrangements in consultation those staff. In addition, continued efforts in relation to plant and fleet efficiency will be reported to Council as part of the upcoming budget process. It is suggested that Council continue to monitor ongoing improvements in fleet performance and costs over time rather than reviewing a policy which was extensively reviewed during calendar year 2017 and which was only adopted in October.*

Denis Boyanich

CHITTERING RATEPAYERS ASSOCIATION

Page 3

As advised during our recent meeting, I have provided a comprehensive report to Council on all of the significant project matters (51 individual projects / 35 pages in all) being progressed by Council staff. That report was tabled at the Council Meeting in March 2018 and is available for any member of the public to peruse. Project Number 19 of that report concerned the Management of Fleet. The information provided in that report is as below:

*In June 2016 Council approved the engagement of a specialist Fleet Management Consultant (Uniqco) to assist Council to deliver best practice whole of life fleet management systems, policies and practices. Uniqco are Fleet Management specialists that have worked extensively with Local Governments throughout Australia over many years. Their client list includes 104 local government authorities, 4 state government agencies and 4 private companies. Some of the direct benefits include:*

- Cost savings through strategic management of mobile assets*
- Lower financial risk - major mechanical overhaul, selling too early*
- Lower OH&S risk - maintenance records, on road risk of overload etc*
- Cost savings for staff in gathering information on FBT*
- Cost savings for staff in gathering and calculating data for fuel tax reports*
- Cost savings in valuing the fleet assets (fair value statement) every year*
- Environmental reporting*

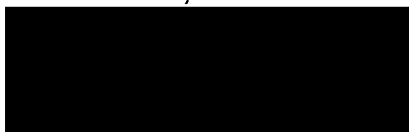
*Uniquo's fist KPI report was presented to Council at a Briefing Session on 8 November. The first KPI report identified a framework for implementing best practice whole of life cycle approach to plant and fleet management (and reducing financial and OHS risk). More specifically, overall savings of between \$90,000 and \$140,000 were identified associated with more optimum fleet replacement cycles and better purchasing practices.*

*Significant time and effort was subsequently devoted to the consideration of a new vehicle use policy. Council was briefed by Uniqco Fleet Management on these matters at briefing sessions held on 4 April 2017 and 19 April 2017. As a result of a report to Council on 17 May 2017 a further briefing session was arranged with Uniqco Fleet Management on 25 July 2017.*

*Subsequent to the 25 July Workshop, the Chief Executive Officer produced briefing notes regarding the proposed fleet policy. Those notes were discussed with Council at the Briefing Session on 23 August 2017. The matter was further workshopped with Council on 6 September 2017 with specific reference to the principles of the proposed policy and detailed calculations relating to FBT, running costs and resale values. The vehicle use policy was finalised and adopted by Council on 18 October 2017.*

From our discussion on Tuesday, it is clear that certain members of the group have an interest in aged care and I would encourage attendance of a representative at the Health Services Advisory Group; the next meeting is planned for 12noon on Wednesday 23 May at the Chittering Health Centre.

Yours faithfully



**Alan Sheridan**

**Chief Executive Officer**

*This document and any attachments can be made available in alternative formats upon request*

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Office hours:

Monday to Friday, 8.30am - 4.30pm



## FUEL CARDS AND VEHICLES

The CEO has already provided information to the group regarding the management of Councils fleet and the significant savings which have been made in fleet operating costs over the last 2 years. In addition, the cost of fleet replacement has been reduced from \$12.3m over the next ten years to \$3.7m. Similarly, the road network program has been reduced from \$25.2m to \$21.1m over the next ten years through better asset management practices and more efficient use of resources.

As part of the ongoing review of the operating efficiency, a comparison of staffing numbers with similar size Council's (refer attached) has also shown is that Chittering Shire is, on the basis of this measure, performing very well. That is, Chittering Shire is more efficient and is doing more with less. In addition, staff salary costs have not risen over the last five years, while the population has increased by 25% or 1,000 residents (based on ABS census data).

The Shire competes in the market place for qualified and experienced staff. The Shire can pay whatever it chooses to attract staff but if the bar is set too low, Council will end up with less experienced and less capable staff. However, if that is what Council and the community really wants, then there really is nothing to stop that.

While the current vehicle use policy has been subject to extensive review over the last 18 months, the CEO has given a commitment to Council to review the vehicle use policy again following the current budget process. Reviewing the Vehicle Use Policy now will have absolutely no impact on the upcoming budget.

In relation to private use vehicles specifically, there has been a reduction from 9 down to 4 over the last 18 months. The remaining four vehicles are subject to employment contracts which cannot be varied without the agreement of the individual employee. However, we will be seeking to implement new arrangements (following the policy review) with the agreement of those employees.

More recently, Mr Boyanich contacted Council following the last Residents and Ratepayers meeting to indicate that:

*While the CEO provided a response to a request from the Ratepayers Association this information did not include what the ratepayers wanted to know which was how many Shire Vehicles, how many fuel cards and how much has been spent.*

The Ratepayers Association did not previously ask for this information. Further, the non-specific nature of such a request makes it almost impossible to respond. For example, every operational vehicle has a fuel card, including fire appliances. They have fuel cards because they have to attend to incidents out of hours. Does the Association really want information relating to all fuel cards?

It is proposed to clarify these matters at the meeting on 21 May. However it is suggested that future requests for such information be documented in writing. That way there can be no confusion about what was asked for and what is subsequently provided.

Council	Population	FTE - 30/6/15	Ratio to Pop	Revenue 14/15
Chittering	4966	44	112.86	12,807,335
Bridgetown	4670	50	93.40	9,809,928
Denmark	5927	58	102.19	14,022,746
Gingin	5248	53	99.02	19,141,718
Irwin	3780	39	96.92	9,255,603
Katanning	4267	60	71.12	16,085,565
Merredin	3300	53	62.26	12,636,910
Moora	2476	49	50.53	10,754,173
Narrogin (Town)	4500	49	91.84	10,385,529
Toodyay	4641	51	91.00	12,152,616
Waroona	4334	44	98.50	8,547,333
York	3688	48	76.83	10,160,025
Population from 2016 WALGA Directory				
Other Data extracted from 2014-2015 Annual Reports				



Government of Western Australia  
Department of Local Government and Communities

# Local government snapshot - Shire of Chittering



## Financial Health Indicator

2011-12	2012-13	2013-14	2014-15
61	71	72	94

The Financial Health Indicator (FHI) is a measurement of a local government's overall financial health. It is calculated from the seven financial ratios that local governments are required to calculate annually.

The FHI calculates a score out of 10 for each financial ratio. The weighted average of the ratios is used to calculate the overall FHI result.

Local governments that perform better across the seven ratios tend to have greater financial health. An FHI result of around 70 indicates sound financial health. The maximum result achievable is 100.

The FHI is one factor to consider in assessing overall performance. Other factors include: the range of services offered; efficiency of services delivered; and client satisfaction.

DATA SOURCE: Calculation from financial ratios published in Local Government Annual Financial Report



## INTEREST ON OVERDUE RATES AND CHARGES

The Local Government Act 1995 (Section 6.51) provides that:

- (1) *A local government may at the time of imposing a rate or service charge resolve to impose interest (at the rate set in its annual budget) on —*
- (a) *a rate or service charge (or any instalment of a rate or service charge); and*
  - (b) *any costs of proceedings to recover any such charge,*
- that remains unpaid after becoming due and payable.*

In accordance with the Local Government (Financial Management) Regulations 1996 (as amended by Government Gazette on 29 June 2012, p 2953) the maximum rate of interest is set at 11%. The rate of Interest on overdue rates and charges as set by other neighbouring Local Governments is:

- Gingin – 11%
- Dandaragan – 10%
- Victoria Plains – 11%
- Toodyay – 11%
- Northam – 11%

The rate of interest is set by Council and is published on the reverse side of the rate notice (refer copy of blank rate notice as attached).

Council is at liberty to change the rate as part of its annual review of rates and charges which is part of the budget process. Council has considered rates and charges as part of the budget process and this issue was not raised. Unless Council resolves to the contrary, the rate will remain at 11%.

Rate payers also have the option of paying rates by four instalments. The first instalment must be made by the due date on the original notice (refer extract from 2017/18 Rates Information Flyer – which is distributed with the Rates Notice).

Should a ratepayer be experiencing difficulty in paying their rates or find the instalment method not suitable, application can be made to Council in writing specifying the amount that can be paid and any reasons that would assist their application. This matter will then be referred to the Chief Executive Officer for determination. A copy of the ‘Request for Payment Arrangement’ is attached. A sample calculation of a fictitious payment arrangement is also attached.

There are currently 107 ratepayers on an approved payment plan.

### Attachments:

1. Blank Rates Bill (refer conditions on reverse side of the Notice)
2. Extract from 2017/18 Rates Information Flyer regarding payment of rates, instalment options, interest and pensioner concessions
3. Blank Request for Payment Arrangement
4. Example calculation for an Approved Payment Arrangement

**PAYMENT OF RATES BY INSTALMENTS**

Ratepayers may elect to pay in four instalments which are due by the due dates shown on the original Rate Notice. To choose this option, the first instalment must be paid in full including all arrears within 35 days of the date of issue of the original Rate Notice.

Reminder notices will then be provided prior to the due date of each instalment. An administration fee of \$33 and interest at a rate of 5.5% is applicable for this option, Pensioners and Seniors are excluded. If an instalment is still unpaid when the next instalment is due, the full balance of Rates overdue will become due and payable immediately.

**WHAT WILL HAPPEN IF I CANNOT PAY MY RATES?**

Please telephone the Rates Department immediately on 9576 4628 to make alternative arrangements. The Shire of Chittering commences legal action as a last resort. The Shire understands that sometimes people experience unforeseen difficulties and we prefer to work out a payment arrangement to clear your debt.

If you do not contact the Rates Department the Shire will commence legal action fourteen (14) days after the due date. All legal costs incurred are recoverable in accordance with the Local Government Act 1995 (\$6.56 and \$6.64). Council may take the land and let it on lease, sell the land or have the land vested in the Shire or Crown.

**Please do not ignore our notices – tell us that you are having financial difficulties.**

**HAVING TROUBLE PAYING YOUR RATES – ENTER A PAYMENT ARRANGEMENT**

Residents who are struggling to pay their Rates bill by the due date may enter into a Payment Arrangement via direct debit on a weekly, fortnightly or monthly basis to clear the debt by 30 June. An administration fee is payable for this option. Contact the Rates Department on 9576 4628 for a Payment Arrangement Application Form.

All payment arrangements will continue to incur late payment interest charges according to the Local Government Act 1995 (\$6.49) until the debt is paid in full.

**INTEREST ON OVERDUE RATES AND CHARGES**

Under the provisions of the Local Government Act 1995 (\$6.51) the Shire of Chittering may charge interest on any overdue amount of Rates. This includes overdue instalments. The rate set by the Shire for the current financial year is 11%pa calculated daily. Interest will begin to accrue from the day following the due dates shown on the original Rate Notice or Instalment Reminders.

**EMERGENCY SERVICES LEVY (ESL)**

The Emergency Services Levy (ESL) is forwarded to the Department of Fire and Emergency Services (DFES). ESL provides the majority of funding required for career and volunteer Fire and Emergency Service brigades, DFES multifunction brigades/units, Bush Fire brigades and SES units. The amount of ESL to be collected, and the applicable rates and charging parameters, are declared annually by the Minister for Emergency Services.

For further information on ESL, telephone 1300 136 099 or visit [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au).

**THE RATES CALCULATION**

The rates and service charges have been raised in accordance with the Local Government Act 1995 and the WARR ACT 2007.

The simplest way to check your total Rates bill is to multiply the Gross Rental Value or Unimproved Value of your property (as determined by the Valuer General and shown on your Rate Notice) by the rate in the dollar determined by the Council.

If a property has a Gross Rental Value of \$15,000 (or \$288 per week), to calculate your Rates, multiply this value by the rate in the dollar of 9.7616 cents. The Rates charged, based on rental values, would therefore be \$1,464.24.

**OBJECTIONS AND APPEALS**

The assessment of rates or taxes is based on an equitably assessed value provided by the Valuer-General, Landgate. Under the valuation of Land Act 1978 any person liable to pay any rate or tax assessed in respect of land (for local government rates, the owner) including the authorised representative of such a person may object to the value used as a base and may serve upon the Valuer General a written objection to the valuation, within 60 days after the date of issue of this rate or tax assessment. All enquires to: [vs@landgate.wa.gov.au](mailto:vs@landgate.wa.gov.au), call 08 9273 7341, or visit Landgate's website at [www.landgate.wa.gov.au](http://www.landgate.wa.gov.au).

**CAN I APPLY FOR A CONCESSION?**

**Pensioners** – you MAY BE eligible for a concession of up to 50% (subject to State Government capping) or elect to defer the payment of your Rates.

**Seniors** – you MAY BE eligible for a concession of up to 25% (subject to State Government capping).

Firstly, you must own and live at this property on 1 July. You must hold either a current Pensioner Concession Card or State Concession Card; or hold both Commonwealth Seniors Health Card with a WA Seniors Card; a WA Seniors Card.

You are required to complete an application form and provide proof of your concession card(s). You may make application with the Water Corporation online at [watercorporation.com.au](http://watercorporation.com.au) or telephone 1300 659 951.

If you became an eligible pensioner/senior during the Rating year you may be eligible for a pro-rata rebate or deferment. For further information contact the Rates Department on 9576 4628.

No concession is allowed if payment is received after 30 June. Outstanding Rates as at 1 July automatically become deferred. **Rubbish collection charges cannot be deferred and MUST BE PAID by the due date on the Rate Notice.**

**BUSH FIRES ACT**

It is important that the provisions of the Bush Fires Act are observed. Any queries please contact the Shire of Chittering on 9576 4600 or visit [www.Chittering.wa.gov.au](http://www.Chittering.wa.gov.au)

**BUILDING LOCAL LAWS**

Building Local Laws require all Ratepayers to submit to the Shire of Chittering proper plans and specifications of any alterations or additions to existing buildings or the erection of any new buildings including outbuildings on properties within the boundaries of the district.

**CHANGE OF NAME/OWNERSHIP/ADDRESS ADVICE**

In accordance with the Local Government Act 1995 (\$9.68) notice must be given in writing to the Shire of Chittering within 21 days, whenever any person sells or otherwise disposes of any rateable land. Details of the description of the land and the name and address of the purchaser must be stated. All changes of mailing address must also be notified in writing.

**Records can only be updated for owners who have signed this form. You cannot sign on behalf of another owner.**

Owners (Surname) ..... (Given Names) .....

(Surname) ..... (Given Names) .....

(Company Name) .....

Postal Address .....

Phone ..... Mobile ..... Email .....

Signed ..... Date .....

Signed ..... Date .....

## Payment of rates

Your rates are due and payable by **29 August 2017**. All property owners are jointly liable for overdue rates. These rates will be subject to accrual of penalty interest and legal recovery action when overdue. Any costs associated with such action is the responsibility of the property owners and will be added to the rates assessment accordingly.

## Instalment options

An instalment option for the payment of rates is provided to all ratepayers. This allows for the payment of rates and charges by four separate amounts. The first instalment of the exact amount is required to be made by the due date of **29 August 2017**. Failure to comply with this will result in the instalment option being withdrawn. Instalment payments include an administration fee of \$10 for each instalment after the first payment, and an interest charge of 5.5% per annum.

### Four separate amounts

- |                     |                        |
|---------------------|------------------------|
| • First instalment  | <b>29 August 2017</b>  |
| • Second instalment | <b>31 October 2017</b> |
| • Third instalment  | <b>3 January 2018</b>  |
| • Final instalment  | <b>6 March 2018</b>    |

## Interest on overdue rates

Interest charges are levied on all outstanding amounts, either in total or on those instalment payments that are not made by the specified date. Such interest is calculated at a rate of 11% per annum on a simple method of calculation on the daily outstanding amount.

## Pensioner and Senior Concessions

State Government Rebates on Council rates and charges are available to eligible pensioners and seniors. Information on registering as a pensioner or senior is located on the reverse of your rates notice. Please contact the Shire's Administration Centre for information on how to apply for any rebates that may apply to your rates assessment.

Rebates to pensioners and seniors under the *Rates and Charges (Rebates and Deferments) Act 1992* are funded by the Government of Western Australia.

## Emergency Services Levy (ESL)

You will notice on your rates a charge called "ESL". This is the State Government imposed Emergency Services Levy. The Shire acts as a collection point for this charge, which is added to your council rates. For more information about charge please visit the Department of Fire and Emergency Services on [www.dfes.wa.gov.au](http://www.dfes.wa.gov.au).



AUSTRALIA DAY

*Celebrate what's great!*

## Australia Day Awards

Nominations for Community Citizen of the Year Awards for Australia Day 2018 will open on 1 September 2017 and close on 31 October 2017.

The Awards reward and recognise individuals and organisations making a notable contribution during the current year, and/or to those who have given outstanding service over a number of years.

Outstanding contribution and community service includes areas such as; education, health, fund-raising, charitable and voluntary services, business, sport, arts, the environment or any other area that contributes to the advancement and wellbeing of our community.

To recognise our community champions there are now four categories for the awards:

1. Citizen of the Year
2. Senior Citizen of the Year (over 65 years of age)
3. Youth Citizen of the Year (under 25 years of age)
4. Active Citizenship Award (to recognise a community group or event)



Australia  
Day WA





## REQUEST FOR PAYMENT ARRANGEMENT



Office Hours  
8:30am – 4:30pm  
Monday to Friday

6177 Great Northern Highway  
PO Box 70  
BINDOON WA 6502

(08) 9576 4600

chatter@chittering.wa.gov.au  
www.chittering.wa.gov.au

Customers who wish to enter into a payment arrangement are required to complete all areas of the form. All debts are to be paid in full by 30 June of each year unless approved by senior management.

Applicant Name			
Assessment No		Invoice No	
Residential Address	(Please complete)		
Postal Address	(Please complete)		
Email Address			
Telephone No		Mobile No	

I wish to enter into a payment arrangement to finalise my outstanding debt as follows:

Debt Amount	\$	Instalment Amount	
Administration Fee <sup>2</sup>	\$	No of Instalments	
TOTAL	\$	Payment Frequency	
Commencement Date		Day of Week	
Completion Date		Telephone 9576 4600 for final amount.	

- 1 The minimum payment required is the total of your balance due divided by the number of months left to 30 June 2018.
- 2 An Administration Fee will be charged as per below:
 

Balance less than \$2,000	\$80
Balance greater than \$2,000 but less than \$4,000	\$110
Balance greater than \$4,000 but less than \$6,000	\$130
Balance greater than \$6,000	\$150
- 3 Interest of 11%pa calculated daily will be charged on amounts outstanding after the due date of the original Rates Notice.
- 4 The last instalment will be adjusted to include interest accrued during this payment arrangement.
- 5 Default of this payment arrangement is considered a serious breach of the arrangements and may result in legal action commencing to recover the whole debt without further warning.

*I agree to abide by the above payment arrangements and make funds available on the arranged due date. I acknowledge it is my responsibility to advise the Shire of Chittering, if at any time, I am unable to make a payment, prior to the due date in order to avoid the recommencement of legal proceedings.*

Signature .....	Date .....
-----------------	------------

Should you wish to alter this arrangement at any time, five (5) working days' notice is required.

## OFFICE USE ONLY

Date		Arrangement Approved	Yes / No
Officer Signature		EMCS Signature	

Rates Payment Arrangement (example based on rate bill of \$1,950)

Assumes Ten monthly payments commencing on 1 August  
Refer "Rates for Payment Arrangement Form" for conditions

Debt Amount	\$	1,950.00
Administration Fee	\$	80.00
<b>TOTAL</b>	<b>\$</b>	<b>2,030.00</b>

Date	Payment (Principal)	Balance	Accrued Interest
Initial Balance		\$ 2,030.00	
1/08/2018	\$ 203.00	\$ 1,827.00	\$ -
1/09/2018	\$ 203.00	\$ 1,624.00	\$ 17.07
1/10/2018	\$ 203.00	\$ 1,421.00	\$ 14.68
1/11/2018	\$ 203.00	\$ 1,218.00	\$ 13.28
1/12/2018	\$ 203.00	\$ 1,015.00	\$ 11.01
1/01/2019	\$ 203.00	\$ 812.00	\$ 9.48
1/02/2019	\$ 203.00	\$ 609.00	\$ 6.85
1/03/2019	\$ 203.00	\$ 406.00	\$ 5.69
1/04/2019	\$ 203.00	\$ 203.00	\$ 3.67
1/05/2019	\$ 203.00	\$ -	\$ 1.90
Final Payment on 1/05/2019 =	\$ 203.00	+	\$ 83.63 = \$ <b>286.63</b>

### PROPOSED NBN FACILITY

The proposed nbn fixed wireless and Telstra blackspot facility on Lot 12383 corner Ridgetop Ramble and Forrest Hills Parade (Bell Hill Reserve) has been the subject of a statutory planning process culminating in the consideration of a planning application by Council at its meeting on 18 May 2016.

The subject planning application was advertised for a period of 32 days from 29 February to 1 April 2016 and that outcome of that process, including all submissions, was tabled as part of the planning report (refer attached).

Leading up to that, residents were provided unfettered access to the CEO, staff and Councillors. In addition, all Councillors and senior staff have visited the site. At the time, the NBN project team also released a detailed fact sheet addressing frequently asked question (refer attached).

The planning application was approved by Council at its meeting on 18 May 2016 by absolute majority, with a vote of 6 in favour, 1 against.

The matter which is now before Council relates to an extension of the planning approval. It does not constitute a re-consideration of the planning application, which has already been subject to a rigorous statutory process (as outlined above).

As discussed with Council at the Briefing Session on 16 May, the nbn project team has offered to meet with the Residents and Ratepayers Association to address any questions the group may have. If the group wishes to avail themselves of this offer, please advise the CEO so that a suitable date can be organised within the next two weeks.

Council is aware that this is an emotive issue and we would ask that the Association take steps to manage such a meeting, should it occur, in a respectful and courteous manner.

A report to Council regarding the extension of the current planning approval will be tabled at the Council Meeting on 20 June 2018. The Association may wish to avail themselves of the opportunity to provide for a deputation at that meeting.

*Note: The deputation was verbally advised of the following:*

*2016 Planning Application Submissions - 113 submission received, with 67 supporting (59.3%) and 46 objecting (40.7%).*

*Current Extension of Planning Approval (subject to confirmation) - 87 submissions received, with 59 in support (67%) and 28 objecting (33%)*



## ***National Broadband Network (nbn) Fixed Wireless and Telstra Blackspot Program Mobile Communications in Bindoon***

### ***Frequently Asked Questions & Answers***

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Over the past four years, **nbn** has delivered the **nbn**<sup>TM</sup> Fixed Wireless network to thousands of households on the outskirts of the Perth metropolitan area, in rural-residential areas and in towns across Western Australia.

**nbn** is now planning to deliver the **nbn**<sup>TM</sup> Fixed Wireless network to towns across the Chittering Shire, including Bindoon.

A fixed wireless facility to serve Bindoon has been proposed as part of the rollout of the **nbn**<sup>TM</sup> network, which is designed to provide Australians with access to fast, affordable and reliable fixed wireless services.

Since lodging a new Application we have received a number of enquiries about various aspects of the proposal and the **nbn**. To assist in answering questions that you may have, please find following answers to a range of Frequently Asked Questions.

#### **1. Why is Bindoon being offered Fixed Wireless services?**

The **nbn**<sup>TM</sup> is an upgrade to Australia's existing telecommunications network. It is designed to provide Australians with access to fast, affordable and reliable internet services, as quickly and as cost effectively as possible.

**nbn** is upgrading the current telecommunications network in the most cost-efficient way using best-fit technology and taking into account existing infrastructure, in keeping with the Government's Multi-Technology-Mix model. This will vary from place to place and will include technologies such as Fibre to the Node, Fibre to the Premises, Fixed Wireless, HFC (pay TV cables) and Satellite.

Due to Australia's size and particular geographic challenges the cost of providing fixed line services to all Australian premises is prohibitive. Rural residential and smaller communities such as Bindoon are typical of the regional communities receiving fixed wireless across the country.

#### **2. What is Fixed Wireless?**

Fixed Wireless is a radio network which will deliver services to a fixed number of premises within a coverage area. People's usage of the network will still vary due to the type of computer hardware they have in their homes, but because there is a set number of serviced premises in each area this means that the bandwidth per household is designed to be more consistent, even in peak times of use. This technology can offer the community not just fast broadband, but consistently fast broadband.

Unlike mobile broadband, the Fixed Wireless network should not suffer from severe fluctuations in service levels, especially in the afternoons and evenings when the community simultaneously accesses the internet.

The network uses advanced technology commonly referred to as LTE or 4G. It is designed to provide access to wholesale speeds of up to 50mbps download and 20mbps upload. These are world class speeds – they are 30 per cent faster than our next best fixed wireless global peer in Ireland.

The **nbn**<sup>TM</sup> network is being designed to provide these speeds to **nbn**'s wholesale customers, telephone and internet service providers. Of course the end-user experience, including the speeds actually achieved over the **nbn**<sup>TM</sup> network, depends on the technology over which services are delivered to your house or business and some factors outside **nbn** control like equipment quality, software, broadband plans and how the end-user's service provider designs its network.

3. What is nbn's plan for provision of Fixed Wireless in the Shire of Chittering and in Bindoon?

In 2015 **nbn** announced its 3 year rollout plan, including provision of further service to the Shire of Chittering utilising **nbn**<sup>TM</sup> Fixed Wireless technology.

**nbn**<sup>TM</sup> Fixed Wireless facilities to serve "Lower Chittering", "South Chittering" and "Bindoon South" have been identified for the next round of **nbn** deployment. According to the **nbn** 3 year plan, construction on these facilities is anticipated to commence in the first quarter of calendar year 2017.

In addition to these three new facilities, the township of Bindoon also remains designated to be served by an **nbn**<sup>TM</sup> Fixed Wireless facility in the 3 year plan.

4. Why is Telstra co-locating at the Bell Hill Reserve facility? Will Telstra co-locate at the Bindoon South facility?

Three sites in the Shire of Chittering within the vicinity of Bindoon have been approved for mobile communications Black Spot funding. Telstra has proposed to co-locate at the **nbn** Bindoon site within Bell Hill Reserve. Telstra has commenced modelling for the co-location at **nbn**'s Bindoon South facility and is expected to co-locate soon after the facility is built. The location of the third site further south named Chittering is not yet confirmed.

The Federal Government funded Mobile Black Spot Program is one of the largest ever expansions of mobile coverage in regional and remote Australia. Local Government direct nomination, community feedback, and the availability of co-funding through State and Local Governments as well as private funding have informed the selection of locations to be funded through this Program. Over approximately the next three years, Telstra will build 429 new 3G and 4GX sites - a combined investment, with the Federal Government and several State and Local Governments, of more than \$340 million dollars.

Further information on the Black Spot program can be found on the Department of Broadband, Communications and the Digital Economy website <https://www.communications.gov.au/what-we-do/phone/mobile-services-and-coverage/mobile-black-spot-programme>

5. What has happened since the Shire last considered the nbn Proposal?

Back in May 2015, the previous elected Council resolved to not proceed with a proposal for an **nbn**<sup>TM</sup> Fixed Wireless facility on a small parcel of land within Bell Hill Reserve (the corner of Forrest Hills Parade, and Ridgeway Ramble), Bindoon. This was despite a recommendation from the Shire's own Planning Department that Council approve the proposal.

In July 2015 the Council of the Shire of Chittering was suspended and a Commissioner appointed. In October 2015 a new Council was elected. Following the new Council's formation, **nbn** convened a meeting with the Council administration, and a separate briefing for recently elected Councillors to explain the recently released 3 year rollout plan. This included discussions regarding the means by which **nbn** would provide service to the Bindoon township. Despite a further review of the town, **nbn** advised Council that a site within Bell Hill Reserve remained the only viable solution for establishing an **nbn**<sup>TM</sup> Fixed Wireless facility that could deliver the **nbn** to the town.

To ensure that people and businesses in Bindoon are not further delayed in obtaining access to the **nbn**<sup>TM</sup> network, **nbn** (through its' consultants at Aurecon) has again lodged a Development Application for a Fixed Wireless facility in Bell Hill Reserve so that the new Council could properly assess the proposal against relevant legislation and statutory provisions. This Development Application was lodged in February 2016.

6. Is the Proposal the same as was lodged last time? Will the new proposal also improve mobile coverage?

There are some key differences between this proposal and the **nbn** proposal that was refused by the previous Council in May 2015:

- (i) As part of the new proposal at Bell Hill Reserve, the existing Vodafone tower with pager equipment located adjacent to the proposed **nbn**<sup>TM</sup> facility is proposed to be decommissioned and the equipment cabinet and antennas relocated. The overhead powerlines connecting the facility will



- (ii) also be removed and underground power be provided to a consolidated facility. This will minimise the amount of infrastructure within the Reserve; and, Telstra has confirmed that it will co-locate its mobile network antennas onto the **nbn**<sup>TM</sup> network facility, thereby providing vastly improved mobile network coverage to Bindoon and the surrounding area. This coordinated approach will further minimise the amount of infrastructure within the Reserve and prevent the proliferation of facilities in line with State Planning Policy objectives.

Also, since Chittering Shire's consideration of the first application midway through 2015, nbn has announced improved wholesale speeds of up to 50mbps download and 20mbps upload (up from a maximum 25mbps download and 5mbps upload). These new speeds are world class – they are 30 per cent faster than our next best fixed wireless global peer in Ireland.

As part of subsequent desktop RF modelling of Castle Hill that reaffirmed why this site was not initially considered (would not satisfy coverage objectives) the number of premises *potentially* able to be serviced by the Bell Hill Reserve facility has been revised upwards to 483. This exceeds the approximately 370 premises stated in the Development Application submission.

#### 7. How does nbn select sites for fixed wireless towers?

**nbn** endeavours to strike a balance between providing valuable services and minimising visual impact on the community and local environment. **nbn**<sup>TM</sup> fixed wireless base stations need to be located in or near the area for which they are designed to provide coverage, and while all radio antennas need to be elevated above their surroundings to provide reliable, unbroken communications, we propose and design our facilities to be the minimum height necessary to provide good service to the local community.

#### 8. Why was this site chosen?

The site within Bell Hill Reserve was selected as it is elevated relative to the surrounding area which is undulating and central to the customer base that the **nbn** is seeking to service. This location offers adequate elevation to provide the **nbn** to the area, and also to communicate with adjoining network facilities – specifically its link back to the approved tower at Gingin.

The location of the proposed compounds is additionally in a predominantly level, cleared and disturbed area of the reserve adjacent to the existing Vodafone tower. As such, very little soil or vegetation disturbance is required. Importantly, what little vegetation is proposed to be removed is not considered important from a habitat or nesting perspective and will be more than off-set through **nbn's** rehabilitation plan. The proximity to existing access tracks also allows the **nbn** and other Carriers to infrequently access the site for maintenance purposes.

This site offers reasonable visual and physical separation from surrounding dwellings and is removed from any land uses deemed sensitive such as schools, hospitals and child or aged care facilities.

The monopole retains a thin profile, meaning the facility will not block or dominate sight lines from various perspectives around the site. Significant surrounding vegetation will also aid in screening the proposed cabinets and security fencing; thus reducing visual clutter at ground level. The facility has been carefully sited it to take advantage of screening (of the lower and middle portions of the facility) from mature trees.

The main view from the nearest dwellings approx. 80m to the west and 115m to the north of the site are toward the valleys to the north. Similarly, dwellings along Ridgetop Ramble Road are generally orientated toward the east. Together, these views form a very significant panorama away from the subject site. A further mitigating factor is that the proposal is situated towards the "plateau" section of the property. This further limits views from surrounding dwellings and the immediate environs around these dwellings.

We note the ameliorating effect of vegetation surrounding dwellings in this area. These dwellings on nearby properties along Ridgetop Ramble Road and Forrest Hills Parade are situated within well-established gardens.

The site within Bell Hill Reserve was also not deemed by the Department of Environment Regulation to be an environmentally sensitive area, or subject to any heritage listing, the risk of acid sulphate soils, or registered as a contaminated site.



Given the reasons outlined above, the proposals are considered appropriate from a visual amenity perspective. The solution reflects a reasonable balance between the provision of important telecommunications services and the need to protect the environment and landscape from adverse impacts arising from telecommunications infrastructure.

This location requires minimal vegetation clearance which is important in the context of the Planning Controls in the Shire of Chittering Planning Scheme.

#### 9. What alternative sites were reviewed?

Following the identification of the search area, nine candidate sites were initially identified during a desktop assessment process and upon undertaking a site visit. This included the existing Optus facility that would have otherwise not achieved **nbn's** coverage objectives and was unable to provide sufficient space for mounting equipment. Three subsequent sites were investigated at the suggestion of the community all fronting Grey Road. Each candidate was assessed based on the ability to meet the coverage objectives and site considerations. A summary of these alternative sites not ultimately pursued is contained in section 3.3 of the Development Application. The principal grounds for not pursuing alternatively investigated sites was either the inability to secure tenure or the inability to satisfy coverage objectives. Cost, whilst one of the many considerations, was not a factor.

Castle Hill was assessed from a RF perspective subsequent to lodgement of the Development Application at the request of the Shire. This assessment reaffirmed why this site was not initially considered (would not satisfy coverage objectives). 130 fewer premises would be serviced and almost 80% of those premises able to be serviced would be serviced by a single antenna; thereby, resulting in an unbalanced and inefficient service of reduced quality.

#### 10. Is Bindoon being treated differently to the rest of the region?

No. All similar towns and rural residential areas of the Shire of Chittering (and more broadly across Australia) are being offered fixed wireless **nbn** services in lower density areas. The network services to be offered in and around Bindoon are consistent with the services offered in other lower density rural residential communities and towns like Bindoon.

#### 11. Can Bindoon be connected by fixed line technology instead?

**nbn** is using a range of technologies to help enable Australians to access the benefits of fast broadband sooner and at less cost to the taxpayer than otherwise would be the case.

**nbn's** Multi-Technology-Mix (MTM) rollout delivers broadband using a combination of technologies, including fibre to the premises, fibre-to-the-node, fibre-to-the-basement and hybrid fibre coaxial cables as well as fixed wireless or satellite.

To deliver on this we need to test and make decisions about the specific technologies and configurations that will work best in each location. In the lower density areas in and around Bindoon, **nbn**<sup>TM</sup> fixed wireless has been determined as the best fit technology as it comprises sparsely developed, large lot and rural lifestyle blocks.

The cost of running fibre to every town in Australia is, and has always been considered cost-prohibitive. These costs include the introduction of fibre over many kilometres, the low number of connection points per metre of fibre run, the costs of upgrading the copper network where required, and / or delivering fibre to the premises if the copper is in a degraded condition, as well as the costs of deploying nodes.

That is why more than 2,000 fixed wireless facilities have been proposed across Australia to deliver high quality broadband to smaller and sparsely developed communities - because it is a cost efficient and time efficient way to deliver high-quality services to our smaller communities.

#### 12. Can Bindoon be connected by satellite technology instead?

Switching whole communities of many hundreds of houses from receiving the **nbn** via Fixed Wireless to receiving the via **nbn** satellite service would adversely affect that **nbn** satellite service. This satellite service has

been dedicated to residents and businesses in this region who are unable to access the **nbn**<sup>TM</sup> network through any other technology. **Nbn** have determined that the most appropriate technology type for Bindoon is Fixed Wireless.

### 13. Will this facility improve access to Emergency Services Information?

Yes. We note that the local branch of the St John Ambulance made a submission to the Shire of Chittering in support of the Development Application for the **nbn** facility in Bindoon. The final paragraph of the letter states: *"With modern communication technology advancing at such a rapid rate, we sincerely urge all Councillors to give this NBN Tower application your serious consideration – the time saved through improved internet and mobile phone network infrastructure could save a life or a member of your family".*

Also, the **nbn**<sup>TM</sup> facility will directly improve access to data services/internet to view/search facilities provided by DFES Websites during emergencies such as bushfire.

Furthermore, once established, the **nbn**<sup>TM</sup> facility will provide some relief to existing mobile networks, so that mobile devices can be more effectively used with less congestion during emergencies. This will relieve mobile networks to allow for direct communication between family members and the delivery of warning messages to mobile phones based on the physical location of a handset at the time of the emergency (the national telephony-based warning system).

The **nbn**<sup>TM</sup> fixed wireless network facilities also offer opportunities for improvement to mobile network services in this region through co-location of Telstra mobile network antennas onto the **nbn**<sup>TM</sup> fixed wireless network facility. This is particularly important as a majority of calls made to emergency services originate from mobile phones.

### 14. What about radio communications facilities and public health?

All radio communications facilities emit electromagnetic energy (EME) as radio frequency signals or "radio waves" - electromagnetic waves that have the capacity to transmit sound, music, speech, pictures and other data invisibly through the air. People have been living with radio frequency energy in the environment for generations, literally since the invention of "the wireless" in the 1880s.

Licensed radio frequency transmitters, including the **nbn**'s fixed wireless communications facilities and commercial radio and TV broadcast towers, are regulated to protect all people in all environments, 24-hours a day. The national safety regulations operate by placing a limit on the strength of the signal (or radio frequency EME) that our antennas can transmit. They do not impose any general public distance-based restrictions. That is why radio communications facilities are permissible in any environment.

Further information on EME and public health can be found on the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) website <http://www.arpansa.gov.au/RadiationProtection/index.cfm>

### 15. What about aviation safety and aerial fire-fighting?

In accordance with the 'Reporting of Tall Structures' the 40m structure will be registered as a Tall Structure with the RAAF in accordance with CAAP 92-1 at the time of Building Approval. Details of the facility will then be recorded by GIS mapping available to aviators.

The Civil Aviation Safety Authority (CASA) licences aerial fire-fighting operators. Whilst the minimum operating elevation of aircraft is not stipulated in Regulations, CASA has advised that such operations in residential areas do not typically occur below 100m or 150m for other areas. There is no requirement for aircraft warning lighting to be installed given the height and location of the facility. Lighting is typically provided for structures above 110m or if located within nominated flight paths in the vicinity of airports.

The proposed development is classified under the Building Code of Australia as Class 10b (non-habitable structures). As such firebreaks are not required, nor will the development result in any additional fire load.





16. How does the proposal at Bell Hill Reserve comply with Australia's Safety and Noise Standards?

The maximum signal strength from the proposed **nbn** antennas at ground level would be 0.11% of the safety limit – or more than 900 times below the safety limit. The levels within 50m-100m of the facility will be much less than this – at just 0.014% or more than 7000 times below the safety limit. Similarly, levels from the Telstra antennas will also be just a fraction of the safety limits.

**nbn** does not just get its toe over the line when it comes to meeting health and safety obligations – but operates its fixed wireless radio network safely and responsibly at signals strengths significantly below national and World Health Organisation (WHO) standards.

The Telstra equipment shelter incorporates and externally-mounted 6.18KW air conditioning unit. The unit weighs 70kg, and (measured at the unit) the condenser sound power level emissions is 78dBA. The noise dissipates quickly as for other comparable with distance and operates in accordance with Australian Standards. We are unaware of the final Vodafone equipment layout, but anticipate their cooling needs to be less than for Telstra given the likely use of smaller cabinets. The **nbn** outdoor units have custom in-built mechanical cooling that at peak operating temperature (55°C) will not exceed 74dBA.

17. Next Steps

Should the Shire approve the proposal and the proposed tenure arrangement, the **nbn** facility is forecast to be established and operational early in 2017.

**nbn** and its project partners welcome this opportunity to have the proposal properly assessed, and remain committed to establishing a facility to deliver **nbn** to the Bindoon town and surrounds. In doing so, this will deliver substantial improvement in broadband speed, reliability and choice of service provider to houses and businesses.

**nbn** does not consider that there is a compelling reason to refuse this new application. But there are many excellent reasons that it should be supported by Council. By any reasonable measure the proposal is worthy of Council support especially when considering the coordinated approach between **nbn**, Telstra and Vodafone, and the planning merits of the proposal.

18. Further Information

To find out more about the **nbn**<sup>TM</sup> network and what it means to you, call 1800 687 626, visit [nbnc.com.au](http://nbnc.com.au) or email [info@nbnc.com.au](mailto:info@nbnc.com.au). Alternatively, please call Matt Evans at Ericsson direct on 0425-702-007.



## WASTE COLLECTION AND RECYCLING

The Waste Avoidance and Resource Recovery Act 2007 requires the State Government to have a Waste Strategy. This was published in 2012. A summary is attached. The State Government Waste Strategy is based on targets for waste recovered (ie. recycling). The recovery target for municipal solid waste in regional centres is 30% by 2015 and 50% by 2020.

An internal report in 2013 highlighted the inadequacies of the waste service that existed at that time. In particular:

- A blowout in expenditure in landfill operations.
- Wastage of valuable landfill space.
- Non-conformity with the State Waste Strategy.
- A very low diversion rate for waste in the Shire (3.5%).

An independent consultants report in 2014 noted that the Shires kerbside collection service (the one provided at the time) does not comply with the requirements of the Waste Avoidance and Resource Recovery Act 2007 and should be corrected as a priority; it is also not considered sustainable, nor in line with the State Government's Waste Reduction Strategy. The report recommended that kerbside collection services be outsourced to a private waste service provider through an appropriate procurement process.

As a result, Council resolved to introduce a waste and recycling service in 2014. While there were concerns expressed at the time, a customer satisfaction survey undertaken in 2016 indicated that 85% of respondents were either satisfied or highly satisfied with the service. A copy of that report is attached. The waste diversion rate now sits at 27% (previously 3.5%).

While there has been publicity regarding the Chinese National Sword Policy (essentially, China is no longer accepting recyclables unless they are sorted to a high level of purity), there are other markets and opportunities. Governments around Australia are unlikely to revert to landfill for material that can be recycled. This would be both irresponsible and environmentally unsustainable.

Actions of Councils such as Ipswich City should be viewed with caution. Having worked at the City of Ipswich, there are other avenues available for reducing costs without abandoning recycling.

It is unlikely that the Council would consider any changes in this area. Should the situation with regard to China impact further, Governments at all levels will be required to respond accordingly. That has not transpired at this time.