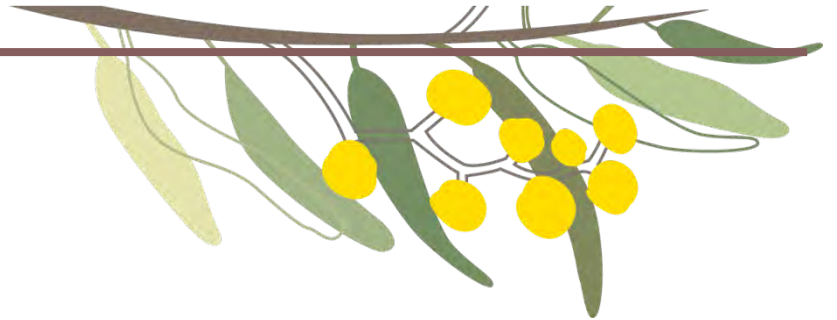


# SHIRE OF WOODANILLING

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## ORDINARY MEETING OF COUNCIL Agenda 16 October 2018

Dear Elected Member

The next Ordinary Meeting of Council of the Shire of Woodanilling will be held on 16/10/2018 in the Council Chambers, 3316 Robinson Road, Woodanilling commencing at 4:00pm

BELINDA KNIGHT  
CHIEF EXECUTIVE OFFICER

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# ORDINARY MEETING OF COUNCIL AGENDA

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

### 1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

#### DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long standing personal friendship with the proponent). As a consequence there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

## 2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

#### Present:

Cr HR Thomson	Shire President	Cr T Brown	
Cr T Young	Deputy Shire President	Cr M Trimming	
Cr D Douglas		Mr S Fletcher	Acting CEO
Cr P Morrell		Ms S Dowson	Deputy CEO

#### Apologies:

Nil

## 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

## 4. PUBLIC QUESTION TIME

## 5. PETITIONS / DEPUTATIONS / PRESENTATIONS

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

## 7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION

**8. CONFIRMATION OF COUNCIL MEETING MINUTES:****8.1. ORDINARY MEETING OF COUNCIL HELD – 18/09/2018****COUNCIL DECISION**

That the Minutes of the Ordinary Meeting of Council held 19/09/2018 be confirmed as a true and correct record of proceedings without amendment.

**9. CONFIRMATION OF OTHER MEETING MINUTES:**

Nil

## 10. OFFICER'S REPORTS

### 10.1.APPOINTMENT OF ACTING CEO – CONFIDENTIAL (NOT FOR PUBLIC VIEWING)

<b>Proponent</b>	Cr R Thomson
<b>Owner</b>	Shire of Woodanilling
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/10/2018
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	4.2.2
<b>Attachments</b>	Nil

**Matter to be considered behind closed doors, pursuant to Section 5.23(2)(a) of the Local Government Act – Matter affecting an employee.**

**RECOMMENDATION – ITEM 10.1 - APPOINTMENT OF ACTING CEO - CONFIDENTIAL**

That Council ratifies the decision taken by the Shire President, in conjunction with Deputy Shire President and all Councillors, in exercising his right pursuant to *s6.8(1)(c) and s6.8(2)(b) of the Local Government Act 1995*:

- In accepting the resignation of the CEO, Ms Belinda Knight; and
- In appointing Mr Sean Fletcher to the position of Acting CEO for the Shire of Woodanilling pursuant to *S5.36 of the Local Government Act 1995* and the relevant Regulations contained in the *Local Government (Administration) Regulations 1996* for the period commencing 29/10/2018 until the commencement of the replacement CEO.

## 10.2.APPOINTMENT OF CONSULTANTS FOR RECRUITMENT OF NEW CEO

<b>Proponent</b>	
<b>Owner</b>	Shire of Woodanilling
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/10/2018
<b>Previous Reports</b>	Nil
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	4.2.2
<b>Attachments</b>	Local Government Operational Guideline No. 10

### BRIEF SUMMARY

To engage suitable consultant(s) to management the recruitment of the new CEO.

### BACKGROUND

Selecting and appointing a Chief Executive Officer (CEO) is one of the most important tasks elected members may undertake during their term of office. Choosing the right person is critical to the success of the council and the local government. To assist with this process the Department of Local Government have prepared Guideline No. 10 to assist with the process (see attached).

### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995 – s5.36 s5.39 s5.40*

*Local Government (Administration) Regulations 1996*

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

### POLICY IMPLICATIONS

Nil

### FINANCIAL IMPLICATIONS

There is no provision in the budget for the recruitment of the new CEO. Council will need to determine how to manage the implications of the costs associated with the Acting CEO, along with the recruitment costs for the new CEO.

Cost estimates have been obtained from WALGA, LO-GO Appointments, and JCP Consulting. Note quotes are excluding GST.

#### WALGA

- Recruitment and selection services - \$7,000
- Employment Contract - \$1,500
- Advertising - \$4,000
- Incidentals - \$500
- Travel at 0.76c per km
- **ESTIMATED COST = \$13,000 plus travel and accommodation.**

#### LO-GO Appointments

- Recruitment and selection services - \$7,000
- Unable to attract suitable applicant cost - \$1,500
- Advertising - \$3,500
- Video Link for interviews - \$500
- Pre-Employment & Psychometric Testing - \$960 per candidate
- Incidentals - \$500
- Travel at 0.66c per km
- **ESTIMATED COST = \$12,460 plus travel and accommodation.**

#### JCP Consulting

- Unable to quote due to being unavailable until late November.

**FitzGerald Strategies**

- Recruitment and selection services - \$6,462
- Advertising - \$6,000
- **ESTIMATED COST = \$12,462**

**STRATEGIC IMPLICATIONS**

Nil

**CONSULTATION/COMMUNICATION**

Discussions with the Shire President and Deputy President and CEO.

**COMMENT**

Nothing further

**VOTING REQUIREMENTS**

Absolute Majority (unbudgeted expenditure)

**RECOMMENDATION – ITEM 10.2 - APPOINTMENT OF ACTING CEO - CONFIDENTIAL**

That Council ratifies the actions taken by the Shire President, in consultation with the Deputy Shire President and all Councillors, in exercising his right pursuant to *s6.8(1)(c) and s6.8(2)(b) of the Local Government Act 1995* in appointing LO-GO Appointments to assist Council with the recruitment of the new Chief Executive Officer.





Government of **Western Australia**  
Department of **Local Government and Communities**

# Local Government Operational Guidelines

Number 10 – Revised August 2012

## Appointing a CEO

## 1. Introduction

Selecting and appointing a Chief Executive Officer (CEO) is one of the most important tasks elected members may undertake during their term of office. Choosing the right person is critical to the success of the council and the local government.

It is essential that correct processes are followed so that every opportunity is given to the candidates to put the appropriate information forward so the council can choose the person most suited to the position. It is important that elected members understand that when they appoint a CEO they are entering into a contractual relationship with the CEO. A commitment to trust and good faith by both parties will lead to an effective relationship between the council and the CEO. This guideline has been developed to assist councils to conduct an effective process when selecting their new CEO.

## 2. Legislation

There are three sections of the *Local Government Act 1995* (the Act) that have direct application to the appointment of a CEO. Section 5.36(2)(a) and (b) of the Act provides that a local government is not to employ a person to fill the position of CEO unless council believes that the person is suitably qualified for the position and is satisfied with the provisions of the proposed employment contract. Section 5.39 contains provisions for the contracts of CEOs. Section 5.40 requires that all employees are to be selected in accordance with the principles of merit and equity.

In addition to the above provisions of the Act the *Local Government (Administration) Regulations 1996*, regulations 18A, 18B, 18C, 18E, 18F and 19A also deal with advertising, contracts, and the selection and appointment process.

The principles of merit and equity refer to the process of filling vacancies whereby a thorough assessment is made of the candidates' skills, knowledge and abilities against the work related requirements of the vacancy. The process must be open, competitive and free from bias, unlawful discrimination, nepotism or patronage.

"Suitably qualified" is not defined in the legislation but the intention is not limited to academic qualifications. Through the position description and selection criteria the council needs to ensure that processes are in place to appoint the person that best meets the qualities required in terms of academic qualifications, experience, skills and knowledge.

## 3. Outsourcing the Recruitment Process

Depending on the size of the local government and the availability and skills of staff, outsourcing the recruitment process may be the best option.

Generally recruitment consultants provide a professional service and possess a wide range of knowledge and skills in staff recruitment. It is recommended that rigorous checks be conducted on any recruitment consultants before they are appointed to ensure they have the necessary skills and experience (local government recruitment experience would be beneficial) to effectively assist the council in its selection of a CEO.

An early decision needs to be made by council on whether it will handle the recruitment in-house or appoint a consultant to coordinate the appointment process. If a recruitment consultant is chosen, council should provide the consultant with a copy of these guidelines as part of the appointment process.

A recruitment consultant may be involved in the following aspects of the selection process:

- development or review of the position description;
- development of selection criteria;
- drafting of the advertisement;
- preliminary assessment of the applications;
- final shortlisting;
- drafting of the questions for interview;
- coordinating interviews; and
- finalising the contract.

If a decision is made to outsource the recruitment process it is imperative that the council maintains a high level of involvement in the process and enters into a formal agreement (contract) with the consultant. In order to manage the contract efficiently, and ensure an effective outcome, regular contact with the consultant is required during the recruitment process.

## 4. Reviewing Necessary Documentation

There are two very important documents that need to be reviewed and approved by council prior to advertising the position. These are the Position Description Form and the Contract of Employment.

Given the importance of the position of CEO, a police clearance should also be sought.

### Position Description Form

The Position Description Form, particularly the selection criteria and performance criteria (where it is included in the Position Description Form) should be reviewed prior to advertising. The council, a committee of council or the consultant (if one is used) should undertake this task.

Council needs to determine what they want their CEO to do and whether the selection criteria will facilitate the appointment of a person with the appropriate set of skills.

For example, it may be very important that a CEO work with diverse elements of the community such as developers, mine operators, Indigenous communities or other specific interest groups. Therefore, a selection criterion might be "Proven ability to work and negotiate with diverse groups in the community". If such criteria is not included an assessment of the applicants' abilities in this area may be overlooked. This is why councils must ensure when commencing the task of appointing a new CEO that the skills and qualities required are well understood and documented.

Selection criteria are generally classified as 'essential' or 'desirable'. Applicants who are able to satisfy all the essential criteria should be considered for interview.

If an application does not fully address the essential selection criteria the applicant should not be considered for interview.

However, on occasions an application may be received where the applicant has the skills and experience which indicate a capacity to satisfy the essential selection criteria even though it is not clearly elaborated in their address of the selection criteria in their application. In these circumstances the application may warrant further consideration.

Desirable criteria are not an essential requirement of the position. They are normally identified to attract applicants who may have a wider range of skills and experience which an employer would consider desirable.

Council may decide that it would be more appropriate to attract applicants with a wider range of knowledge, experience and management skills than just local government. If this is the case the selection criteria should accommodate this.

### **Performance Criteria**

Performance criteria are quantitative and/or qualitative measures of performance. There are two broad categories of performance criteria; those that have general application and apply at all times and specific criteria that apply for a limited period of time. An example of the first type would be, "Advice to council is relevant, accurate and timely." An example of the second type of performance criteria would be, "Calling of tenders for the new

recreation centre is undertaken on time and in compliance with the law." It is obvious that the first is always going to be required, whereas the second is specific to the project of the new recreation centre.

Council may set ongoing permanent performance criteria that will be included in the contract. The successful applicant needs to be informed that performance criteria relevant to a specific project/s will also be subject to annual negotiation. These will be assessed at least once during each year.

In setting performance criteria, council will need to determine what it is they want their CEO to do over and above legislative requirements. Councils need to be realistic in terms of their expectations and provide appropriate resources to facilitate achievement of performance criteria.

The performance criteria must be consistent with the position description and the selection criteria.

It is not essential that performance criteria relating to a specific project/s are identified prior to the appointment but, if not, they must be identified very soon after so that the new CEO is aware of what is required of him or her in the coming year or years.

### **Contract of Employment**

The council should review and amend, where necessary, the existing terms and conditions of the CEO contract before proceeding to advertise the position.

It is also recommended that council obtains advice on the contract where alterations or amendments are proposed and there is any (even slight) doubt as to the meaning of those alterations or amendments.

It should be noted that section 5.39(3) of the Act provides that an employment contract is of no effect unless it contains:

- an expiry date; and
- performance criteria for the purpose of reviewing the person's performance.

Regulation 18B of the *Local Government (Administration) Regulations 1996* also requires that the contract contains a provision that places a limit on the maximum amount of remuneration that can be paid to a person should the contract be terminated prior to its expiry date.

Amendments to Regulation 19A of the *Local Government (Administration) Regulations 1996* now sets that limit to a maximum of one year salary termination payment or the value of the remuneration for the balance of the period of contract that is left to run, whichever is the lessor of the two amounts.

To further assist local governments, model contracts have been developed by both the Western Australian Local Government Association (WALGA) and Local Government Managers Australia WA Division (LGMA).

### **CEO Remuneration**

Amendments to section 5.39(7) of the Act now provide for a CEO's remuneration to be determined by the Salaries and Allowances Tribunal under the *Salaries and Allowances Act 1975*.

## **5. Advertising the Vacancy**

Ideally, the position should be advertised as widely as possible to attract the best possible field of candidates. The minimum requirement for advertising under *Local Government (Administration) Regulation 18A(1)* is for the position to be advertised in a newspaper circulating generally throughout the State.

Regulation 18A(2) prescribes the minimum requirements to be included in an advertisement for the position of CEO. Those requirements are:

- the details of the remuneration and benefits offered;
- details of the place where applications for the position are to be submitted;
- the date and time for the closing of applications for the position;
- the duration of the proposed contract; and
- contact details for a person who can provide further information about the position.

In addition to the above, a local government is to include any other information in the advertisement which it believes is relevant.

The content and context of advertisements should be carefully considered.

An attractive and well-constructed advertisement is more likely to attract the interest of potential candidates.

A comprehensive application kit comprising documentation relevant to the vacant position should be developed and provided to potential applicants on request. Reference to, and instructions on how to access the kit should be included in the advertisement.

Allow sufficient time within the advertisement for potential applicants to prepare and forward applications.

It is recommended that the position be open for a minimum of two weeks with a definite date and time after which applications will not be considered.

## 6. Confidentiality

From the beginning to the conclusion of the process, absolute confidentiality must be maintained by every person involved in the selection process. This cannot be emphasised enough as any information which finds its way into the public domain before a recommendation is made to council may well compromise the selection process.

Council should consider the use of a confidentiality agreement which requires all persons involved in the selection process to agree to appropriate levels of confidentiality.

## 7. Selection and Appointment Process

The selection and appointment process to be applied to a CEO position must be approved by council prior to advertising as prescribed under *Local Government (Administration) Regulation 18C*.

A check list is provided at Attachment 1 in this guideline to assist local governments with following an appropriate sequence in the selection and appointment process.

Extensive consideration should be given to the overall process, especially the shortlisting, as to whether preliminary interviews will be conducted and whether final interviews will be with full council.

Council must be very clear about the methods, techniques and questions used during the selection process.

It is essential that the council manages the process professionally and that members involved in the process have a thorough understanding of their roles and responsibilities.

Council may decide to establish a committee or panel to coordinate the preliminaries of the selection process. This committee or panel should liaise with the employment consultant if one is appointed.

If council establishes a formal committee (in accordance with the Act), then it can delegate its powers and duties to that committee.

It should be noted that, unlike council committees established under the Act, any selection panel that is appointed cannot be delegated any powers or duties by council, nor can the Mayor or President be delegated any power to make decisions on behalf of council, i.e. approve the conditions of the contract.

The respective roles of a consultant, council committee/panel, full council and individual elected members must be clear.

Applicants should be shortlisted according to their capacity to address the relevant selection criteria. Where there is a large pool of applicants, the most competitive should be shortlisted for interview. It is the responsibility of the selection panel/committee to determine how many applicants it will interview. Their assessment must involve detailed consideration of the applications and may involve a preliminary interview. The selection panel/committee should be provided with the full list of applicants,



not just those recommended for short listing and interviews.

Elected members may act as referees for applicants. This most often occurs when a person already employed by the local government applies for the CEO position. When this occurs it is recommended that the member provide a written referee report prior to interview (assuming the applicant is granted an interview).

Elected members should declare any previous association with a potential applicant at the time of shortlisting if they are part of the selection panel/committee established for the purpose. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If a member's relationship with an applicant is significant and may result in claims of nepotism, patronage or bias the member should exclude themselves from the selection process.

Where rating scales and other scoring tools are used to assess the relative performance of applicants, it is important that all elected members and other members involved in the interview understand how these are applied so they produce meaningful results. The selection panel/committee may also consider using psychological or other testing as part of the selection process.

## 8. Conducting the Interview

The interview process can be challenging for both panel members and applicants.

It is a practice in local government that the full council be involved with the final interview and selection. This is perfectly understandable, as all members of council

have to work closely with this person and trust them.

Often, all elected members feel they need to be involved in the assessment and final selection.

If this does not occur it is desirable that at the very least, all members of council have the opportunity to meet the recommended applicant prior to the appointment being considered by council.

Applicants should be provided with at least five working days notice of the impending interview wherever possible to allow them to adequately prepare. Obviously, if you are a council in regional Western Australia and are expecting an applicant to travel, then sufficient time needs to be allowed. Interviewing over a weekend may be an option.

It is important to provide an environment that puts the interviewee at ease and allows them to perform at the highest possible level. In this regard, consideration should be given to environmental factors such as location and lighting. A well organised process will ensure that everything runs smoothly.

The importance of the chairperson in managing the interview process cannot be overstated. The chairperson is responsible for ensuring that the interview is managed efficiently and effectively.

Ideally, all elected members who are to be in attendance at the final interview should be involved in planning the interview process.

Each applicant must be subject to the same assessment method, i.e. the interview questions or any tests to be undertaken. It is quite acceptable for the panel to ask additional questions to clarify a point or tease out further information during the interview.

It is not necessary for all elected members to have the opportunity to ask a question. Often, it is best to allocate the questions to a small group of elected members (a maximum of 3 is ideal) which ensures consistency of approach.

At the conclusion of the interview it is appropriate to provide the applicant with an opportunity to clarify any issues with the selection panel/committee.

## 9. Making a Decision

The council should not make a decision to appoint an applicant until all available information has been considered. This includes, but is not limited to, assessment of interview performance, quality of application, referee reports, copies of reports written by the applicant and the results of any psychological or other tests (if used).

The council must be satisfied regarding the claims by the applicant about their relative experience and qualifications.

*Local Government (Administration) Regulation 18E* makes it an offence for a person to provide false information relating to their academic qualifications.

A police clearance should be sought and considered, given the importance of the position of CEO.

Referee reports are an important part of the process and should be in writing and address the relevant selection criteria for the position.

The council may source a referee who is not one nominated by an applicant, providing they advise the applicant of their intention to do so.

In the event that a referee who was not nominated by the applicant provides a report that contains negative comments, the applicant should be given the opportunity to respond to any such comments.

## 10. Finalising the Appointment

Eventually, after considering all the information available to it, the selection panel/committee then has to make a decision on which applicant is the most suitable for appointment.

A selection report should be prepared for consideration by council which documents the assessment of each applicant interviewed. The report should identify the most suitable applicant/s and include a recommendation for council to approve an offer of appointment.

Following the decision of council to approve an offer to appoint, with the contract negotiations finalised and the preferred applicant accepting the offer of appointment, council is required to make the formal and final appointment of the CEO.

It is strongly recommended that the successful applicant not commence duties with the local government until the contract is signed.

The unsuccessful applicants (including those not interviewed) should be notified of the decision and offered the opportunity to seek feedback on their application or interview performance if they were granted an interview.

Should an unsuccessful applicant request feedback, it is recommended that the chairperson of the interview panel/



selection committee provide this.  
If a recruitment consultant is used  
they can undertake this task.

*Local Government (Administration)  
Regulation 18F* does not allow a local  
government to increase the value of  
a CEO's remuneration and benefits in  
excess of those advertised when  
finalising the appointment.

For further reading it is suggested  
reference should be made to:

- sections 5.36, 5.39 and 5.40 of  
the *Local Government Act 1995*;
- *Local Government (Administration)  
Regulations 1996* 18A, 18B, 18C, 18E,  
18F and 19A.
- Salaries and Allowances Tribunal website:  
[www.sat.wa.gov.au/LocalGovernmentCEOs](http://www.sat.wa.gov.au/LocalGovernmentCEOs)

## Attachment 1

### CEO Recruitment and Appointment Check List

Council to (preferably in conjunction with a professional HR adviser);

- ☐ Develop a profile of the preferred applicant (i.e. desired and essential skills, abilities, knowledge and qualifications).

- ☐ Approve an agreed salary package (set a suitable salary package that complies with the determination under section 7A of the *Salaries and Allowances Act 1975*).

- ☐ Review necessary documentation (contract of employment and position description).

NB: The key provisions to be included in the contract are: an expiry date, performance criteria and reference to the limit placed on the remuneration to be paid should the contract be terminated prior to the expiry date.

- ☐ Approve a process to be used for the selection and appointment of the CEO (i.e. stages of the process, who is to be involved and to what extent, whether a consultant is appointed and their role in the process).

NB: It is good practice for council to formally adopt a process to ensure transparency, clarity and a shared understanding. Once adopted, the process should be followed unless found to be flawed, in which case a decision should be made to amend the process as soon as possible.

- ☐ Advertise the position inviting applications from suitably qualified applicants (advertisement to contain information set out in 18A(2) of the *Local Government (Administration) Regulations 1996*).

- ☐ Applicants to be short listed (may be undertaken by consultants, selection panel/ committee or council).

NB: It is noted that in most cases this is done by the consultants or the selection panel/committee in conjunction with the consultants.

- ☐ Conduct interviews of the short listed applicants (may be undertaken by consultants, selection panel/ committee or council).

NB: This may be done prior to the final decision to appoint if availability of preferred applicant is limited due to travel arrangements etc. If not interviewed by the entire council it is recommended that all elected members meet with the preferred applicant prior to final appointment.

- ☐ Select preferred applicant/s (make recommendation for council to offer the position to the 1st preferred applicant subject to contractual negotiations, within the designated salary package, including the preliminary performance criteria to be contained in the contract).

NB: If 1st preferred applicant is not accepted or declines the offer, a decision may be made on any 2nd or 3rd preferred applicant in line until an offer and acceptance is reached or until no preferred applicants are appointed (applicants identity may remain confidential until such time a final appointment is made).

- ☐ Approve the formal and final appointment (must be decision by council that it:
  - (i) believes the person is suitably qualified for the position of CEO; and
  - (ii) is satisfied with the provisions of the proposed CEO employment contract).

NB: Absolute majority decision required for (ii).

NB: All legislative references are from the *Local Government Act 1995* and associated regulations.

These guidelines are also available on the Department's website at [www.dlgc.wa.gov.au](http://www.dlgc.wa.gov.au)



### About the Guideline series

This document and others in the series are intended as a guide to good practice and should not be taken as a compliance requirement. The content is based on Department officer knowledge, understanding, observation of, and appropriate consultation on contemporary good practice in local government. Guidelines may also involve the Department's views on the intent and interpretation of relevant legislation.

All guidelines are subject to review, amendment and re-publishing as required. Therefore, comments on any aspect of the guideline are welcome. Advice of methods of improvement in the area of the guideline topic that can be reported to other local governments will be especially beneficial.

For more information about this and other guidelines, contact the Local Government Regulation and Support Branch at:

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### 10.3.GREAT SOUTHERN OUTDOOR RECREATION STRATEGY 2018-2021

<b>Proponent</b>	Department of Local Government, Sport and Cultural Industries
<b>Owner</b>	
<b>Location/Address</b>	
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/10/2018
<b>Previous Reports</b>	
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	11.1.16:GP416
<b>Attachments</b>	Great Southern Outdoor Recreation Strategy 2018-2021 – Draft 6 Great Southern Regional Sport & Recreation Plan & Supporting documentation – under separate cover.

#### BRIEF SUMMARY

- 2015/16 funding from State and Local Government secured to expedite the development of the Great Southern Sport and Recreation Plan (GSSRP).
- David Lanfear Consulting was appointed in May 2017 to deliver the GSSRP.
- Great Southern Sport and Recreation Plan – tabled at the Great Southern Recreation Advisory Group meeting (GSRAG) – 23rd August 2018.
- The eleven local governments that constitute the Great Southern region requested to receive the Great Southern Sport and Recreation Plan.
- Support the Department of Local Government, Sport and Cultural Industries (DLGSC) with a partnered community engagement strategy for the release of the plan for public review and comment for a four-week period scheduled for November 2018.

#### BACKGROUND

The DLGSC works collaboratively with local governments across the State with the aim of enhancing the life style and well-being of Western Australians. This collaborative approach was adopted to successfully deliver the Bunbury Wellington Regional Facilities study. The success of this strategy has been the department's ability to work with local governments to demonstrate the value of working collaboratively to secure funding for future facility provision across the region.

The GSSRP was undertaken to identify the condition and utilisation of current facilities in addition to identifying the future facility and services needs across the region. The Plan contemplates the future population growth and community needs over a 20-year planning horizon. This timeframe aligns with higher order planning documents such as the State Planning Strategy and the Great Southern Regional Investment Blueprint.

Each of the local governments have provided funding towards the cost of developing the GSSRP and the project steering committee includes representatives of several of the participant local governments. David Lanfear Consulting was appointed in May 2017 to deliver the GSSRP.

In delivering the GSSRP, the consultant was required to investigate, and present findings and key issues as follows:

- In conjunction with each local government, provide an audit to confirm the location and current condition of sport and recreation facilities.
- Review the use, functionality, and standard of each facility, including capacity to support competition and training.
- Determine the future sporting requirements of each facility through to 2036, including the requirements of sport on a regional basis and quantify the provision gap based on this timeframe.
- Investigate opportunities and constraints associated with the staging of facility development over this timeframe.
- Identify the opportunities and constraints relating to the acquisition of land for proposed future sporting and recreation developments.

- Make recommendations on the appropriate method of implementation of the key findings of the strategy.

The GSSRP includes an overview of the value of sport and recreation to communities across the Great Southern Region including its value in supporting current and emerging health and well-being trends impacting the community.

Each of the local governments across the great southern region has various strategic objectives based on location and corporate objectives. It was revealed through this project there are geographic alignments based on communities of interest and economic and social objectives. Discussions with all the participating local governments have revealed a strong sense of collaboration and a commitment to align across the region to maximise the opportunity to attain future facility development and resources for services.

### **STATUTORY/LEGAL IMPLICATIONS**

*Local Government Act 1995*

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Financial considerations are limited to any print advertising the local government might consider in promoting public review and feedback from their respective communities.

### **STRATEGIC IMPLICATIONS**

#### **Theme 1 - Community Facilities**

##### **VISION**

- To provide facilities and amenities that meet the communities needs and expectations within Council's ability to fund from rates and external sources
- To ensure access to high quality facilities and services that the community is proud to use and promote

##### **OBJECTIVES**

- Enhance the lifestyle of residents through their participation and achievement in sport and recreation (See also Woodanilling Local Recreation Plan – Aug 2003)
- To make our Community a place where people want to come, stay and grow

##### **STRATEGIES**

- Future development of facilities is to be continually monitored, progressed and supported where appropriate by various funding sources and by submitting planned and comprehensive capital works programs bids are required
- To ensure our facilities are maintained to a suitable functional standard

##### **GOALS**

##### **Ongoing**

**CF.3** Ongoing support for regional facilities that meet the needs of the local community

**CF.13** Continue the development of the Woodanilling Recreation precinct to ensure all recreation needs are met

---

#### **Theme 1 - Community Well-Being**

##### **VISION**

- To deliver a quality of life to our residents that is based upon sound environmentally sustainable principles and is socially productive & growing

##### **OBJECTIVES**

- To support the delivery of programs and initiatives that foster community spirit and harmony
- To ensure that our community is accessible for people with disabilities, their families and carers (Woodanilling Disability Access Inclusion Plan 2010)

**STRATEGIES**

- By supporting community projects that have direct benefit to the well-being of our community – example Woody on Display
- Disability Access and Inclusion Plan (DAIP) – Advocate to local businesses and tourist venues the requirements for, and benefits flowing from, the provision of accessible venues

**GOALS****Medium Term**

- CW.1** Develop Community Initiative Programs to ensure active community participation and volunteering

**CONSULTATION/COMMUNICATION**

Extensive consultation was undertaken by the appointed consultant as evidence in the documentation provided. The proposed public review and comment period proposed will allow each local government to refer the GSSRP back to community for a final review. The DLGSC will circulate the GSSRP to relevant State Government agencies and State Sporting Associations (SSAs) as part of its obligations as per the partnered community engagement strategy.

A four-week community and stakeholder review and comment period is scheduled for November 2018.

Local government will collate feedback from their respective communities and the DLGSC will collate State Government stakeholder and SSAs feedback. This information will be referred to the GSRAAG for consideration.

**COMMENT**

Throughout the extensive collaboration in the development of the GSSRP, the region has demonstrated its recognition that sport and recreation is an integral part of creating a liveable region with thriving communities.

Recognising that communities evolve over time, it is intended that the GSSRP will be an iterative document to ensure continuous improvement and responsive to community's needs. Continual review and revision of strategic planning documents is a vital component of the strategic planning process. To ensure the successful implementation of the GSSRP, it's expected that policy makers and planners will maintain an ongoing dialogue with all stakeholders, to ensure their needs and objectives are being considered.

This planning process is now at a pivotal point whereby each member local government within the Great Southern region needs to receive the GSSRP. Support is also requested to continue the collaborative approach in the form of a partnered community engagement strategy. This will facilitate a community and stakeholder public review and comment testing and acceptance of the GSSRP.

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER'S RECOMMENDATION – ITEM 10.3. GREAT SOUTHERN OUTDOOR RECREATION STRATEGY 2018-2021**

That Council

- 1) receives the Great Southern Outdoor Recreation Strategy 2018-2021 as attached (Draft 6);
- 2) Receives the Great Southern Regional Sport & Recreation Plan; and
- 3) Support the Department of Local Government, Sport and Cultural Industries (DLGSC) with a partnered community engagement strategy for the release of the plan for public review and comment for a four-week period scheduled for November 2018.





Department of  
**Local Government, Sport  
and Cultural Industries**



**GSCORE**  
Great Southern Centre for  
Outdoor Recreation Excellence

# Great Southern Outdoor Recreation Strategy

## 2018 — 2021











Stirling Range National Park  
Photo courtesy of City of Albany

### Disclaimer

This document has been published by the Great Southern Centre for Outdoor Recreation Excellence (GSCORE). The Great Southern Outdoor Recreation Strategy does not purport to be advice and is provided as a high-level planning document. Any representation, statement, opinion or advice expressed or implied in this publication is made in good faith and on the basis that GSCORE, its employees and agents are not liable for any damage or loss whatsoever which may occur because of action taken or not taken, as the case may be, in respect of any representation, statement, opinion or advice referred to herein. Professional advice should be obtained before applying the information contained in this document to particular circumstances. Some information may become superseded through changes in the community, evolving technology and industry practices.

The infrastructure projects identified in the Great Southern Outdoor Recreation Strategy are based on existing unaudited information available from local and state agencies, utilities and department, community organisations and not-for-profit groups. The infrastructure listed is not comprehensive and estimates of infrastructure, timeframes and costs are indicative only. Projects may be subject to review and change to meet new circumstances. Projects identified in the Great Southern Outdoor Recreation Strategy should not be taken as a commitment by stakeholders to fund these projects. Unless otherwise indicated, public funding of projects is not confirmed.

### Acknowledgment

This document has been strengthened by input from various state agencies, local governments, community organisations, commercial operators and volunteers across the Great Southern. GSCORE acknowledges the contribution made by all those who contributed their time and expertise towards the development of this strategy. We recognise and value the heritage, culture and spiritual connection of Noongar people with the lands and waterways on which outdoor recreation takes place.

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# Great Southern Outdoor Recreation Strategy

2018 — 2021

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*This report can be downloaded in PDF format from the Department of Local Government, Sport and Cultural Industries website. Alternative formats are available on request.*

**[dlgsc.wa.gov.au](http://dlgsc.wa.gov.au)**

Front cover image: Stirling Range National Park by David Bomba.



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Acronyms

ACCI	Albany Chamber of Commerce and Industry
ASC	Amazing South Coast Destination Marketing Organisation & Brand
ASW	Australia’s South West
DBCA	Department of Biodiversity, Conservation and Attractions
DCC	Denmark Chamber of Commerce
DLGSC	Department of Local Government, Sport and Cultural Industries
GSCORE	Great Southern Centre for Outdoor Recreation Excellence
GSDC	Great Southern Development Commission
RDA	Regional Development Australia
SCNRM	South Coast Natural Resource Management

Other key terms

Trail Town	<p>A population centre which has been assessed and accredited as a destination for its trails offering through the provision of high quality:</p> <ul style="list-style-type: none"><li>• Trails (single or mixed use)</li><li>• Outdoor experiences that encourage extended visitation</li><li>• Trail-user related facilities and services (including accommodation)</li><li>• Trail-related businesses</li><li>• Trail branding and signage.</li></ul>
Trail Centre	<p>A managed multiple trail facility with dedicated visitor services supported by high quality:</p> <ul style="list-style-type: none"><li>• Trails (single or mixed use)</li><li>• Outdoor experiences that encourage single day visitation</li><li>• Trail-user related services</li><li>• Trail branding and signage.</li></ul> <p>A Trail Centre can stand-alone in an individual location or may be positioned within a Trail Town.</p>
Trail Network	<p>A multiple trail facility with limited or no visitor services, supported by high quality:</p> <ul style="list-style-type: none"><li>• Trails (single or mixed use)</li><li>• Outdoor experiences that encourage single or part day visitation</li><li>• Trail branding and signage.</li></ul> <p>A Trail Network may be a stand-alone facility or form part of a Trail Town or Trail Centre.</p>

Introduction

The Great Southern’s stunning landscapes and waterscapes offer a range of exciting outdoor recreation experiences such as bushwalking, cycling, surfing, paddling, sailing, rock climbing and horse riding. For residents the opportunity to enjoy and engage in the outdoors makes the Great Southern an attractive place to live and work. The region is home to the Bibbulmun Track and the Munda Biddi Trail, two of Australia’s iconic trails, and numerous other hiking and cycling trails that traverse mountains, forests and stunning coastlines. Areas of outstanding national beauty and conservation value, such as the Walpole Wilderness, the Stirling Range and the Fitzgerald Biosphere, attract 735,00 visitors annually.

Participation in outdoor recreation activities is growing internationally. Time-poor urban-based populations are engaging with the natural environment in diverse ways that include unstructured activities such as walking, through to adrenalin-filled adventure pursuits such as downhill mountain-biking. The benefits of active leisure are well documented. Participation in outdoor activities improves mental and physical health, increases social interaction and builds stronger communities. It also improves education outcomes, environmental stewardship and economic development through stimulation of regional tourism.

There is significant potential for outdoor education, recreation and tourism to become a cornerstone of the Great Southern economy. However, the outdoor recreation sector in the Great Southern faces a range of organisational and workforce challenges that need to be addressed to ensure the sustainability of the sector into the future. In some locations, our love of the great outdoors is putting pressure on natural locations, leading to competition and sometimes conflict between different users and the need to manage incompatible pursuits for reasons of public safety.

The unstructured nature of outdoor recreation also makes it difficult for residents and visitors to find information about local activities. There is currently no whole of region approach to marketing and promoting the Great Southern’s outdoor recreation offerings. Recreational fragmentation – more people doing more activities independently, rather than through clubs – requires better public access to information and direction about activities to supplement the traditional role of clubs.

This Strategy provides a coordinated approach that will ensure better planning for the development of future services and infrastructure and lead to more efficient long-term management of existing outdoor recreation activities, programs, events and infrastructure.



## The Great Southern Region

Located on the south coast of Western Australia, the Great Southern region has a total land area of 39,007km<sup>2</sup>. It extends 250km along the Southern Ocean from Nornalup (west) to Bremer Bay (east) and north along the Wheatbelt to the regional hub of Katanning. The region is home to approximately 60,000 people spread across the 11 local government areas of Albany, Broomehill-Tambellup, Cranbrook, Denmark, Gnowangerup, Jerramungup, Katanning, Kent, Kojonup, Plantagenet and Woodanilling.



Map courtesy of Great Southern Development Commission

## Purpose of this strategy

The purpose of the Great Southern Outdoor Recreation Strategy is to revolutionise the provision of outdoor recreation opportunities in the Great Southern over the next three years. It provides an integrated, whole-of-region approach to planning, developing, managing and promoting outdoor recreation in the Great Southern. It aims to:

- Establish strong partnerships that will guide infrastructure development and management.
- Build and manage world-class trails and facilities.
- Promote the Great Southern as an adventure tourism destination.
- Build capacity and capability amongst outdoor recreation providers.
- Ensure all people have more opportunities to participate in outdoor recreation.

For outdoor recreation to be part of the daily lives of residents and visitors, spaces and places for outdoor recreation need to be accessible, appropriate, diverse, sufficient, and sustainable. Our vision is that the Great Southern will be a welcoming place, providing quality facilities that can be accessed by all residents and visitors.

- More people will have better information, a greater choice of activities and more sustainable ways of enjoying them.
- There will be a network of trails and outdoor recreation spaces that are easily accessible and any conflicts between recreation, residents and the management of the environment will be addressed.
- Public appreciation and understanding of the value of the region's national parks and reserves will grow as more people are able to enjoy outdoor recreation activities within the natural environment.
- Outdoor recreation will be a significant driver of the regional economy. We aim to host world-class events, leading to innovative business opportunities that drive jobs creation, skills enhancement and the attraction and retention of skilled workers.

## What are we trying to achieve?

### Vision

The Great Southern will be an inspirational example of the sustainable development of outdoor recreation.

The goal of the Strategy is the creation of a sustainable and inclusive outdoor recreation sector that delivers significant social, economic, educational, environmental and health benefits to the region's residents.

The region will have a strong, connected and accessible outdoor recreation system that helps make residents healthier, stimulates economic growth and jobs, encourages environmental stewardship and contributes to all residents and visitors enjoying lives enriched through their participation in high-quality, diverse and safe outdoor recreational pursuits.



## What are the benefits of a Regional Strategy?

Acting together on a comprehensive regional strategy gives strength and scale to outdoor recreation planning and development, thereby enabling increased participation in the outdoors by residents, encouraging greater attraction of visitors and increasing the potential for new development and funding opportunities.

- **Creating a shared vision:** Regional planning provides the opportunity for many stakeholders to be engaged in the development of a definitive, cohesive vision for the region. This shared vision will make it easier to promote the region's unique experiences.
- **Broadening the potential user community:** Regional planning can cater for the needs of a broader range of outdoor recreation users, adding significantly to the attractiveness of

the region and leading to improved economic development outcomes. A region-wide tourism offering is important to encourage visitor dispersal and provide compelling reasons for return visitation. It's also fundamental to guide the development of a consistent range of high-standard trails expected by domestic and international tourists.

- **Improved connectivity:** Regional planning can improve connections between local destinations and close gaps in existing infrastructure leading to increased safety and accessibility for all users and an enhanced quality of life for residents.
- **Economies of scale:** Regional planning can help to identify facilities, uses and organisations that might benefit from co-location and provide opportunities to coordinate activities around clearly defined centres and networks.

## Who is the Strategy for?

This strategy is for all residents and visitors to the Great Southern who engage in outdoor recreational pursuits.

Who	What
<b>Residents:</b> The Great Southern is made up of individuals and groups who are passionately involved in outdoor recreation across multiple disciplines, many of whom are keen to engage more formally through new business opportunities or through organised activities with clubs and associations.	The Strategy aims to improve opportunities for all residents to participate in outdoor recreation.
<b>Activity providers and business owners:</b> Outdoor recreation products, services and programs are provided by a diversity of landowners/managers, community organisations and businesses.	This Strategy focuses on coordinating the efforts of these different groups to ensure that high quality outdoor recreation opportunities will be available now and into the future, to meet the needs of residents and visitors to the Great Southern.
<b>Land managers:</b> Outdoor recreation opportunities in the Great Southern exist across a range of landscapes managed by multiple stakeholders including Western Australian Government agencies, local governments and private landholders.	

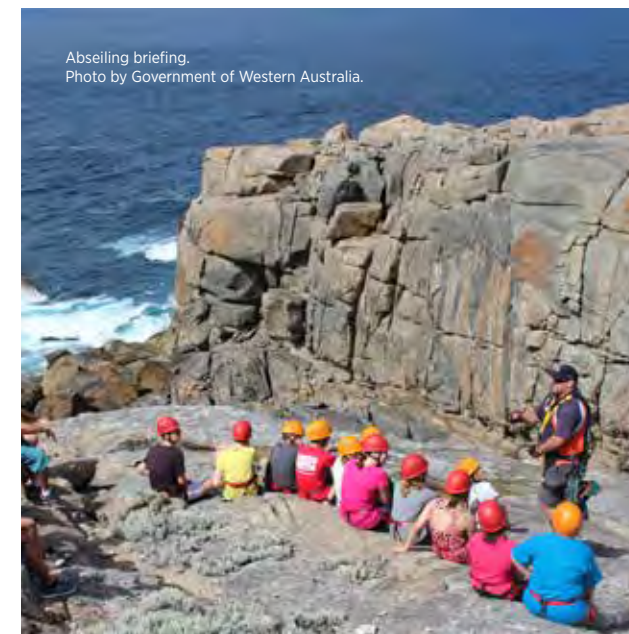
The number of stakeholders involved makes it challenging to deliver outdoor recreation outcomes in a consistent and integrated manner. Therefore, all levels of government, commercial entities and not-for-profit groups will need to come together to ensure we truly realise the vast array of benefits associated with participation in outdoor recreation.

## How will it be delivered?

The Strategy is an agreement to collaborate, rather than a prescription as to what any one individual, organisation, jurisdiction or sphere of government should do. It aims to minimise the duplication of initiatives and maximise efforts to reach common goals by establishing shared priorities across the transport, planning, environment, education, health, sport and recreation and tourism sectors.

The Appendix contains a list of all stakeholder groups involved in delivering the priority initiatives outlined in this Strategy. The Great Southern Centre for Outdoor Recreation Excellence (GSCORE) will lead the implementation of the Strategy by developing an Annual Action Plan in consultation with these stakeholders. The Action Plan won't identify every action for every agency but is designed to influence the delivery plans of each stakeholder organisation. Central to the success of this approach is a commitment to sharing resources and developing a coordinated approach when seeking external funding to support individual initiatives.

This coordinated approach will help to deliver maximum benefits for partners and recreation users while still being flexible enough to accommodate new information and agendas in response to changing recreational activities and demands.



## Guiding principles

The following principles will guide decision-making by all stakeholders:

- Outdoor recreation provides numerous health and wellbeing benefits and participants of all ages, social and cultural backgrounds and physical ability should have access to high-quality, diverse, safe and sustainable outdoor recreation opportunities.
- Outdoor recreation is important for young people's positive use of leisure time and the development of physical literacy in children and youth supports a lifelong involvement in an active lifestyle.
- Quality and diversity of products, services and facilities are required to maximise participant experience and benefits. These products, services and facilities need to be financially and environmentally sustainable and adopt best-practice guidelines in relation to risk management.
- Outdoor recreation programs provide numerous pathways to employment and tangible benefits to the local community.
- Outdoor recreation products and services, particularly those linked to tourism, are a significant driver of economic growth and jobs creation.
- Resourcing outdoor recreation across a large and diverse region is a major challenge and any investment needs to ensure maximum benefit and economically sustainable provision while at the same time recognising the unique needs of more remote communities.
- Recreational infrastructure is often provided freely to visitors to enjoy but comes at a significant cost to landowners and managers. Sustaining and improving this in the future requires ongoing investment to unlock the latent economic potential of these assets.
- The Great Southern's wilderness spaces and pristine natural environment are what make it attractive to both residents and visitors. Access to these spaces must be managed to ensure that outdoor recreational pursuits don't damage what makes the region so special.



## What is outdoor recreation?

For the purposes of this Strategy, we employ the following definition of outdoor recreation:

Activities undertaken outdoors in natural, rural or urban open spaces where the environment is an important focus of the activity and there is a relationship between the participant and the outdoor environment, involving either interaction or appreciation and which may require modification or enhancement of outdoor settings to enable these activities to occur.<sup>1</sup>

The National Outdoor Strategy<sup>2</sup> identifies six areas that make up the sector:



Non-competitive outdoor recreation activities in a non-competitive context (for example, bushwalking, bicycle touring, camping and trail riding).



Outdoor sports formally organised, competitive events such as orienteering, surfing competitions, fishing competitions, long distance off-road motorcycle racing and endurance horse riding.



Outdoor and environmental education using outdoor activities to help achieve formal and informal educational outcomes.



Health and lifestyle improvement active forms of outdoor activity (walking, riding, canoeing etc.) to improve health and wellbeing or as part of a balanced lifestyle.



Adventure-based counselling using outdoor activities for therapeutic outcomes improved physical, psychological, social and spiritual wellbeing.



Adventure tourism, eco-tourism and nature-based tourism outdoor adventure activities provided by commercial tourism enterprises.

The outdoor recreation sector comprises the following individuals and organisations:

- Individual participants in outdoor recreation activities (e.g. anyone who is a surfer, four-wheel driver, camper, water skier, mountain bike rider, sailor, hang glider etc.).
- Community organisations like youth groups, church groups, activity-based clubs, professional associations, volunteer-based search and rescue organisations, Aboriginal organisations and environmental organisations.
- Public and private schools with outdoor education programs.
- Federal, State and Local Governments, as well as government and community agencies and corporations which manage areas where outdoor adventure activities occur, or which have responsibilities that affect how, where, when and why people participate in outdoor adventure.
- Private enterprise including:
  - o Private landholders offering outdoor adventure opportunities on a commercial basis.
  - o Manufacturers, importers and retailers of outdoor adventure equipment.
  - o Eco-tourism, nature-based tourism or adventure tourism operators.
  - o The accommodation, hospitality and services sector that support the activities of outdoor recreation users.



<sup>1</sup> Queensland Government (nd) Queensland Government Statewide Outdoor Recreation Framework, p.6.

<sup>2</sup> Outdoor Council of Australia (2010) National Outdoor Strategy 2009 – 2012, p. 17 – 18.

# Strategic Priorities

## Vision

The Great Southern will be an inspirational example of the sustainable development of outdoor recreation.

The following section outlines the strategic priorities needed to achieve this vision. These priorities support the objectives outlined in the Framework for Outdoor Recreation in WA 2018 and are organised under key themes ranked in order of priority:

State Objectives	Regional Theme	Strategic Priorities
<b>Valuing = Realising Benefits</b>	Strong partnerships	A. Improve planning
<b>Enabling = Meeting Demand</b>	World-class infrastructure	B. Trails development C. Experience development
<b>Developing = Creating Opportunities</b>	A flourishing outdoor recreation sector	D. Capacity building
<b>Encouraging = Promoting Participation</b>	Promoting outdoor recreation	E. Adventure tourism strategy
	Making the outdoors more accessible	F. Maximise community participation

# Theme: Strong partnerships

Partnerships within and across the sector, between government and non-government organisations and private businesses are crucial to the successful implementation of this vision for outdoor recreation. Leadership is required to develop these partnerships and networks to promote the benefits and value of outdoor recreation to regional communities.

## Strategic Priority A: Improve Planning

<b>Objective</b>	Develop a regional strategic planning framework specifically for outdoor recreation.
<b>Rationale</b>	Outdoor recreation doesn't have the consistent organisational structure that sporting associations provide and this presents challenges in achieving a coordinated effort among stakeholders.
<b>Expected Outcome</b>	Outdoor recreation for all levels of participation in the Great Southern is supported by a long-term strategic infrastructure and resources plan.

## Why is this important?

A flourishing outdoor recreation sector doesn't happen overnight, nor does it happen in isolation. It involves a range of sectors, stakeholder groups and delivery partners, such as government agencies, communities and business groups, working collaboratively to deliver their part of the overall picture. A holistic approach that includes planning, implementation, regular reviews and assessments is needed to fund and deliver a world-class outdoor recreation environment.

A comprehensive planning framework will consider and manage the region's unique natural environments, cultural attributes and communities. It will identify appropriate land and infrastructure, including built facilities, required to support different outdoor recreation activities and develop a coordinated approach to the delivery and funding of this infrastructure. It will also assist in identifying and resolving issues in outdoor recreation planning and improve communication across the region. It will also help to identify opportunities for resource sharing and, where possible, maximise the efficiency and effectiveness of outdoor recreation initiatives.

## Where are we now?

There are a great number of organisations and agencies that have an interest in outdoor recreation and consequently there's a risk of duplication of effort. While there are some very good examples of coordination, there are further opportunities to create stronger mechanisms to help achieve our vision. Outdoor recreation remains a secondary use of land and water and therefore often falls between the cracks in planning schemes, rather than being recognised as a core, contributing feature of healthy, viable and connected communities.

There's a lack of coordinated planning and management across the places and spaces where outdoor recreation takes place. There's no long-term regional planning, including urban design, transport corridors, or support infrastructure and information for outdoor recreation. There is also no informed authority consulting with all interested groups managing conflicts, over-use issues or identifying resources for in-demand or hard-to-locate outdoor recreation.



## Where do we want to be?

The goal of this strategic priority is to ensure that **planning for outdoor recreation infrastructure is coordinated across the region**. Outdoor recreation infrastructure and facilities will be well-managed and well-resourced. They will deliver a strong return on investment to local communities in the form of economic, tourism, health, social and environmental benefits. The unique environmental values of the region will be recognised and protected, and planning and investment decisions will be based on a strong understanding of community needs and outdoor recreation trends. The Great Southern will be recognised as a national leader in planning for outdoor recreation success.

## How do we get there?

The following key strategic initiative will drive efforts to achieve this vision:

### Strategic Initiative A1: Establish a Regional Outdoor Recreation Partnership and Strategic Management Group

The management group will enable and support development of sustainable outdoor recreation where practicable and appropriate and will also have a responsibility to ensure that the key actions contained in this Strategy are delivered within anticipated timeframes by the relevant lead body. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 4 Adventure and Outdoor Recreation.)

### Strategic Initiative A2: Establish a Shared Staff Development and Training Program

Establish a program to provide initial and ongoing professional development opportunities for those planning and managing outdoor recreational facilities on public lands.

### Strategic Initiative A3: Implement an Investment Decision Framework for Outdoor Recreation

Implement a new policy and decision framework to guide public decision-making on investment in outdoor recreation infrastructure that ensures that regional priorities are central to how decisions are made at a State and local level. This framework needs to be flexible and agile enough to take advantage of new opportunities, as well as maintaining a strong focus on identified regional priorities. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 7 Financial (Un)Certainty and Initiative 8 Leveraging Facilities Investment.)

### Strategic Initiative A4: Establish a Regional Outdoor Recreation Research Program

To improve facility planning and provision, all stakeholders need to understand changing patterns of participation and be adaptive to new and emerging outdoor recreational activities. The research program will monitor trends and provide baseline data on the environmental, social and economic impacts and benefits of outdoor recreation in the Great Southern. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 10 Monitoring, Evidence and Research; and Tourism Development Strategy for the Lower Great Southern Initiative 2.2 Visitor Economy Performance Monitoring.)

## How do we know if we are succeeding?

- Number of collaborative outdoor recreation projects.
- % of regional priority projects initiated.
- % of regional priority projects completed.





# Theme: World-class infrastructure

As demand for outdoor recreation continues its rapid growth, the quality of outdoor recreation services and facilities is becoming a key driver in destination selection by both domestic and international visitors. Development of world-class infrastructure will attract international visitors to the Great Southern and will help differentiate the Great Southern as a tourism destination. Such products can only be developed by all outdoor recreation stakeholders working in collaboration with one another.

## Strategic Priority B: Trails Development

Objective	Develop trails and supporting infrastructure to position the Great Southern as a world-class trails destination.
Rationale	Trails are a catalyst for the growth and expansion of the outdoor recreation sector.
Expected Outcome	Develop and implement a long-term strategic Regional Trails Master Plan.

## Why is this important?

The Western Australian Strategic Trails Blueprint 2017 – 2021<sup>1</sup> recognises the important role that trails play in providing a valuable outlet for exercise, play, challenge, recreation and adventure. Trails also play a role in improving awareness and appreciation of the natural environment, build support for its conservation and protection and contribute to personal and community wellbeing. Significantly, in the context of this Strategy, trails are the single most important building block in the growth and expansion of the outdoor recreation sector and the associated economic benefits that flow from increased business opportunities and jobs creation. Trails play a significant role in attracting and retaining skilled workers and are a major driver of regional visitation.

Numerous examples from trail destinations nationally and internationally demonstrate that effective planning and management of trail networks, associated with strategic investment in trails and related infrastructure, can enhance and protect the environment while at the same time drive economic growth and lead to sustainable long-term economic outcomes for regional communities.<sup>2</sup>

## Where are we now?

The Great Southern has a significant but unbalanced offering of trails. There are many walking trails of varying quality, but very few equestrian trails, mountain biking trails, aquatic trails (snorkelling, diving, kayaking/canoeing, kite surfing) or aerial trails (paragliding). Two nationally significant trails, the Bibbulmun Track and Munda Biddi Trail, pass through the region and there are several regionally important trails, many of which are in national parks and are linked to iconic landscapes and attractions.

There's an insufficient supply of trails to meet the growing demand for some activities (e.g. mountain biking, horse riding), poor connectivity between different trail heads and an inadequate program of trail construction and maintenance leading to significant degradation of existing trails and the construction of unsanctioned trails in some areas. Despite the region's reputation for outstanding coastal scenery and inland waterways, there are almost no formalised aquatic trails and very little infrastructure to support water-based recreational activities.

## Where do we want to be?

The goal of this Strategy is to position the Great Southern as a world-class trails destination. Trail construction will be of high quality and will be rated as highly significant and attractive to the adventure tourism market and to international adventure tourism event organisers and promoters. There will be a diversity of trails and facilities for walking, cycling, mountain biking, horse riding and kayaking and an interconnected network of Trail Towns with clearly identified trail gateways at key entry points to the region. Existing trails and trail networks will be upgraded and enhanced, leading to a decrease in the negative environmental impact of unsanctioned or poor-quality trails and improved experiences for trail users.

An extensive trail network will link forests, rivers, lakes, coastline, national parks and nature reserves across the entire region, creating a unique economic stimulus for rural and regional development, while simultaneously, providing major public good benefits in terms of health, wellbeing, environment, heritage and conservation. The outlay in infrastructure will be compensated for by creating a healthy active community which reduces the health burden and increases visitor spend and employment.



Middleton Beach boardwalk.  
Photo courtesy of Tourism Western Australia.

<sup>1</sup> Department of Sport and Recreation (2017) Western Australian Strategic Trails Blueprint 2017 – 2021, p.6.

<sup>2</sup> e Western Australian Strategic Trails Blueprint 2017 – 2021.



## How do we get there?

The following key strategic initiatives will drive efforts to achieve this vision:

### Strategic Initiative B1: Develop Regional Trails Master Plan

A Great Southern Regional Trails Master Plan will be developed to provide a guiding framework and priorities for trails development and management. This high-level plan will establish trail development priorities and set out objectives and strategies to manage trail development over time. (Supports: WA Strategic Trails Blueprint 2017 – 2021 Strategy B2; Great Southern Regional Investment Blueprint 2015 Transformational Project 6: Destination of Natural Choice; Tourism Development Strategy for the Lower Great Southern Initiative 4.4.)

### Strategic Initiative B2: Develop Trail Management Plans for all regionally significant trails

Local trail management plans will ensure trail managers have the capacity and capability to provide and maintain safe and enjoyable trails that protect the region’s unique environmental and conservation values.

### Strategic Initiative B3: Establish a Trail Building Network

A Trail Building Network of individuals and organisations involved in trail planning, construction and maintenance within the Great Southern will facilitate the dissemination of best practice information and training. It will assist trail managers and other groups to build their capacity to plan and maintain trails. Such support will create longevity and sustainability in trail organisations, encourage community stewardship of trails and facilitate better resourcing of trail management activities. (Supports: WA Strategic Trails Blueprint 2017 – 2021 Strategy C1 & E1.)

### Strategic Initiative B4: Monitor trail use trends

Data on trail use is important to inform ongoing trail management, understand trail users and to evaluate the need for new trails. Trail-related data and research will be used in trail funding, planning, development and management. (Supports: WA Strategic Trails Blueprint 2017 – 2021 Strategy D2.)

## How do we know if we are succeeding?

- Kilometres of new nationally and regionally-significant trails constructed.
- Trail maintenance programs in place.

## Theme: World-class infrastructure

Well-managed destinations attract fresh investment, develop value-added jobs, and boost innovation. The development of outdoor recreation products and services is a crucial way of diversifying and strengthening the economic base of regional areas.

### Strategic Priority C: Experience Development

Objective	Provide outdoor recreation experiences that accommodate the needs of residents and visitors.
Rationale	Experiences enhance the basic products and services to add value and create higher yield opportunities.
Expected Outcome	A wide range of recreation experiences based on quality facilities and services, appropriate to the identity of the region and which minimise potential impacts on landscape, land management and wildlife.

### Why is this important?

Tourism forms part of the experience economy, a sector dominated by the desire to be engaged at an emotional, physical, intellectual and spiritual level. For this reason, product development in the tourism industry needs to focus on delivering compelling experiences that trigger a full-range of emotions and responses. Consumers want unique experiences that are not shared with large numbers of other users. This means that spaces and places for outdoor recreation need to be tailored to different user groups to manage a spectrum of expectations and needs.

An Experience Development Strategy is a planning tool to facilitate focused destination development. It aims to improve the stock of world-class outdoor recreation experiences to the global experience seeker market and provide pathways to increase outdoor recreation’s contribution to economic growth and conservation. The demonstrated benefits of adopting an experience development strategy are manifold and include: increase in word-of-mouth business, repeat visitation, additional media publicity and coverage and an opportunity to innovate without a large expense. Successful experience-based tourism products also provide regional, state and national tourism bodies with a reason to talk about a tourism product and region, thereby leveraging small marketing budgets for greater exposure.





## Where are we now?

Research commissioned by Tourism WA on the Albany region in 2015 revealed that a “perceived lack of uniqueness, distinctiveness and travel time/cost are the strongest predictors of interstate avoidance” of the region.<sup>1</sup> Twenty percent of those surveyed claimed that the region “has nothing to offer that I can’t get closer to home” and an additional 16 percent stated that “there is nothing particularly unique about the Albany region”. Amongst intrastate respondents, 25 percent stated that “there aren’t enough different things to see and do”.

If outdoor recreation experiences are to be a key driver of regional visitation, these perceptions need to be addressed. The Lower Great Southern Economic Alliance (the Alliance) is working to address this issue through its Amazing South Coast (ASC) Tourism Development Strategy (TDS).<sup>2</sup> The Amazing South Coast region stretches from Bremer Bay to Walpole and north to the Stirling Range, including Albany, Mount Barker and Denmark. The Alliance has yet to implement an experience or product development strategy for the ASC region, and there’s no such strategy in place for the central and upper parts of the Great Southern (currently marketed under the Hidden Treasures brand). However, marketing without experience development is risky because if the correct product for a market segment is not in place, and strategies to manage potential user conflict (e.g. residents vs visitors, walkers vs cyclists) have not been addressed, no amount of promotion will produce the desired long-term result. There needs to be a stronger focus on product development and marketing campaigns built around user experiences of unique product offerings.

## Where do we want to be?

The goal of this Strategy is to position the Great Southern as a premier destination for adventure-based activities that capitalises on our exceptional natural landscape. The region will become a year-round destination for soft and hard adventure seekers who visit from interstate and internationally. By leveraging our natural assets and investing in key outdoor recreation projects, the region’s tourism capacity and visitation levels will rise during shoulder and off-peak periods. As visitation levels rise, private investment in tourism and other businesses will grow, providing a rich and attractive proposition to a range of visitor markets. Adventure tourism will become a key economic driver in regional communities, providing sustainable income streams to local businesses and opening opportunities for jobs creation and workforce retention.

<sup>1</sup> TNS Consultants (2015) Understanding the Albany Region’s Identity & Appeal. p.41-43.

<sup>2</sup> Churchill Consulting (2016) Tourism Development Strategy for the Lower Great Southern, Part Two: The Strategy. p. 6

## How do we get there?

The following key strategic initiative will drive efforts to achieve this vision:

### Strategic Initiative C1: Prepare an Experience Development Strategy (EDS)

Prepare a strategy that identifies how the region can innovate, improve and renew its outdoor recreation experiences. The EDS will include a set of agreed investment priorities to develop the region’s outdoor recreation offering. The EDS will provide a pipeline of infrastructure investment priorities that will be integral in establishing the Great Southern as a leading year-round adventure destination. The EDS will also identify underlying supporting physical infrastructure (such as roads, water, electricity, jetties, toilets/showers, bridges etc) and soft infrastructure (such as human capital and health, cultural and social institutions) to meet these priorities. (Supports: Great Southern Regional Investment Blueprint 2015 Transformational Project 6: Destination of Natural Choice and Tourism Development Strategy for the Lower Great Southern Initiative 4.3 New Products.)

### Strategic Initiative C2: Develop an Adventure Events Strategy

Events can play a significant role in the development and marketing of outdoor recreation offerings in the Great Southern. Events can also provide a strong brand position where there is limited tourism product. An events strategy would also support better coordination of event offerings, including sharing and training of volunteers and enhanced marketing. (Supports: Great Southern Regional Investment Blueprint 2015 Transformational Project 6: Destination of Natural Choice and Tourism Development Strategy for the Lower Great Southern Initiative 4.1 Event Strategy.)

## How do we know if we are succeeding?

- Increased number of outdoor recreation events, program, products and/or services.



Hiking at Albany Windfarm.  
Photo courtesy of City of Albany.

# Theme: A flourishing outdoor recreation sector

It's important that the professionals and organisations – public and private, commercial and non-commercial, professional and voluntary – that lead outdoor activities have the support they need to do the job well.

## Strategic Priority D: Capacity building

Objective	Increase the capacity of outdoor recreation businesses and organisations to deliver quality products, services, events and programs.
Rationale	The full potential of commercial and not-for-profit organisations can be realised through skills development, smarter regulation and research.
Expected Outcome	<ul style="list-style-type: none"> <li>Outdoor recreation organisations express a high degree of confidence that they have the skills they need to succeed and the ability to safely provide a quality experience.</li> <li>Visitors and residents express high levels of customer satisfaction with outdoor recreation products, services and events.</li> </ul>

## Why is this important?

While much outdoor activity has an informal character (e.g. camping, swimming at the beach, going for a walk or bike ride), many people also seek out more organised forms of engagement. These can be provided by clubs and associations, schools, tour operators and experience and activity providers. For the outdoor sector to engage people's desire for adventurous experiences, the sector needs better training, business development and a highly skilled workforce.

Capacity building programs enable business owners and managers as well as community-based outdoor recreation organisations to develop competencies and skills that can make them more effective and sustainable. Skills development training and other programs can help organisations that deliver outdoor recreation activities (both for profit and not-for-profit) to understand opportunities, build market share, promote services, support staff, grow outdoor leaders and manage budgets so they are planning and acting for growth and development, not survival and compliance.

## Where are we now?

Organisations and individuals working in the outdoor recreation sector require diverse knowledge and skills sets. Specialised business and marketing skills plus experience and product development skills, are essential to enable small to medium-sized enterprises (SMEs) to access higher-value markets and invest for growth. Despite this need, there are few specialised business support services available in the region. Except for Albany, Denmark and Plantagenet, businesses located in the other eight local government areas that make up the region have no local tourism organisation or chamber of commerce that can assist with gaining these skills. Where business support services do exist, they typically

focus on business planning, financial management and marketing, rather than experience creation. Furthermore, training programs run by regional or state-wide tourism or business organisations rarely deliver face-to-face training outside Albany and have no online training facilities to deliver content remotely.

Organisations involved in destination marketing also require support to build capacity amongst their staff, including those involved in frontline visitor servicing, as well as those responsible for marketing and promotional activities. Social media has fundamentally transformed destination marketing activities and SMEs and destination marketing organisations (DMOs) lack the specialised knowledge required to undertake successful e-marketing campaigns. They also lack the capacity to work with trade and inbound operators.

For the sector to grow, it needs highly qualified and skilled adventure activity instructors and tour guides. School leavers or those entering the sector from other industries lack the opportunity to obtain appropriate vocational training and skills. Employment pathways are often unclear and there are few traineeships or employment-based training opportunities. For guides and instructors (including coaches, teachers and program coordinators) there are few professional development programs, particularly in specialised codes such as bushwalking or mountain biking. Many find it difficult to gain recognition of their existing competencies locally or elsewhere in the state, potentially threatening their ongoing employment and jeopardising the delivery of outdoor education and outdoor recreation programs that comply with the Australian Adventure Activity Standards (AAAS).

Unlike traditional sports, most clubs and associations in the outdoor recreation sector lack the structured support associated with competitive and elite fixtures as well as the planning and capacity building programs delivered by state sporting associations. Many remain unincorporated or lack the capacity to develop more robust governance models. Many outdoor recreation activities lack a formalised club home and are pursued by interested groups of individuals using social media. It is likely that these groups will continue to grow making clubs and associations less relevant. Some of these groups lack an understanding of risk management practices or have had few opportunities to undertake professional skills development.

## Where do we want to be?

The goal of this Strategy is to **support the establishment of a flourishing outdoor recreation sector** that delivers high-quality products, services, programs and events to residents and visitors. Outdoor recreation and tour and activity businesses in the Great Southern will deliver high-quality active leisure experiences, that maximise customer enjoyment and mitigate known risks. These businesses will be sustainable and profitable, delivering benefit to local communities through jobs creation and enhanced services and amenities. Similarly, community-based outdoor recreation organisations and informal user groups in the Great Southern will provide quality sustainable recreation opportunities to a diverse range of communities.

Destination marketing organisations will deliver high quality, value-for-money marketing campaigns that attract high-yield visitors to the region. Visitor servicing organisations will deliver high levels of customer service, encourage regional dispersal and assist businesses through the sale or promotion of their products and services. Individuals involved in the provision of outdoor recreation activities as guides, instructors, teachers or coaches, will have access to accredited vocational training and professional development opportunities.



## How do we get there?

The following key strategic initiatives will drive efforts to achieve this vision:

### Strategic Initiative D1. Strengthen the capacity of industry

Develop a range of targeted programs that assist business owners to be sustainable, profitable, and manage risk. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 5 Commercialisation and RDA Great Southern Regional Plan 2013 – 2018 Strategic Direction 1: Regional Infrastructure.)

### Strategic Initiative D2: Establish a workforce development plan

Enhance the technical capacity of guides and instructors by developing vocational training and employment pathways for individuals working in the outdoor recreation sector. (Supports: Great Southern Workforce Development Plan 2013 – 2016.)

### Strategic Initiative D3. Strengthen the capability of clubs and organisations delivering recreation

Assist community-based outdoor recreation organisations to build their capacity through governance training, organisational planning and education of administrators, and skills development of instructors and program leaders. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 1 Governance; Great Southern Regional Investment Blueprint 2015 Transformational Project 7: Strong Communities.)

### Strategic Initiative D4. Adoption of Australian Adventure Activity Standards (AAAS)

Advocate and promote the AAAS so commercial businesses and community groups understand activity standards and integrate these into their risk management planning.

## How do we know if we are succeeding?

- Increase in number of new outdoor recreation businesses.
- Increase in number of qualified guides and instructors.
- Few adverse risk events reported.

## Theme: Promoting outdoor recreation

Adopting a holistic destination management approach to outdoor recreation will ensure that tourism objectives are planned and managed to meet the needs and aspirations of target markets. Importantly, one of the key outcomes of holistic destination management is a strong resilient tourism industry with dynamic and adaptive product and experience offerings that adapt to the needs of the visitor and the community as the destination evolves and matures.

### Strategic Priority E: Adventure Tourism Strategy

Objective	Raise awareness of the outdoor recreation offering in the Great Southern, promoting it as a welcoming destination with diverse recreational opportunities for visitors and residents.
Rationale	Regional adventure marketing will drive visitation by raising the profile of existing opportunities for participation in outdoor pursuits, places and experiences.
Expected Outcome	The Great Southern is a destination of choice for outdoor recreation events and activities.

## Why is this important?

An effective Destination Management Strategy (DMS) is essential for developing, managing and promoting a destination. It helps to identify the roles and responsibilities of different stakeholders, setting clear plans of action and allocating resources. To be effective, planning, development and marketing activity must be based on research and the needs of the consumer. The Destination Management Process integrates both demand (the visitor or consumer needs) and supply (the product or experience).

## Where are we now?

Until recently, destination marketing within the Great Southern has been managed at a local level with individual towns/areas responsible for promoting their tourism offerings. Stakeholders are fragmented, impacting negatively upon marketing planning and activity and leading to inefficiencies, duplication of marketing activities and market confusion.

Attempts at regional marketing have had mixed success, with the Hidden Treasures initiative (focused on the central and northern shires of the Great Southern region) the most notable exception. In 2016, the Lower Great Southern Economic Alliance commissioned a DMS to develop a collaborative campaign involving four local governments - Albany, Denmark, Plantagenet and Jerramungup. The brand campaign was launched in January 2018 and uses the tagline “Add .... to your adventure” to promote the Amazing South Coast to the family and active singles market in the Perth metropolitan area.<sup>1</sup> The ASC brand features a range of active and passive outdoor recreation pursuits.

<sup>1</sup> Marketforce (2016) The Lower Great Southern Region Destination Marketing Strategy.



King George Sound.  
Photo by Elements Photography.





Muttonbird Beach.  
Photo by Elements Photography.

This campaign, if well executed and backed up by quality tourism product offerings, promises to raise the profile of outdoor recreation in the region, but it needs to be supported by new and improved high-quality products that meet user demands.

The region's outdoor recreation offerings don't feature strongly in interstate and international marketing campaigns. The Great Southern doesn't feature prominently on the Tourism WA consumer website and adventure tourism is not an experience category in Tourism WA's marketing activities.<sup>2</sup> Great Southern content is more prominently positioned in the marketing activities of Australia's South West (ASW) through conspicuous use of imagery and suggested travel itineraries. Unlike Tourism WA, ASW promotes an Adventure Outdoors experience category on its website, however, the adventure tourism content on the current ASW website is incomplete and lacks a focus on iconic experiences.

## Where do we want to be?

The goal of this Strategy is for the Great Southern to be recognised as the Adventure Capital of Western Australia. We want the Great Southern to be the destination of choice for intrastate visitors looking for a diversity of outdoor recreation experiences in an incredible array of natural environments. As the region establishes a national and international reputation for the quality of its outdoor recreation offerings, there will be a commensurate increase in visitation and length of stay outside of peak periods.

<sup>2</sup> Some adventure activities appear in other experience categories (e.g. windsurfing under Sun and Sea) and there's a generic category called Active Outdoors listed under Culture & Lifestyle.

## How do we get there?

The following key strategic initiatives will drive efforts to achieve this vision:

### Strategic Initiative E1. Prepare a Destination Management Strategy

Develop a regional outdoor recreation destination management strategy that will drive visitation and enable the region to remain competitive. This strategy needs to reference and be integrated into existing destination management strategies developed by local governments and tourism marketing bodies in the region. (Supports: Great Southern Regional Investment Blueprint 2015 Transformational Project 6: Destination of Natural Choice and Tourism Development Strategy for the Lower Great Southern Initiative 3.0 Optimising Demand.)

### Strategic Initiative E2. Develop a Destination Marketing Plan focused on outdoor recreation

Develop an adventure brand for the region and a comprehensive destination marketing and communication plan to reach target markets. This strategy needs to reference and be integrated into the destination marketing strategies of tourism marketing bodies in the region and be supported by a dedicated budget. (Supports: Great Southern Regional Investment Blueprint 2015 Transformational Project 6: Destination of Natural Choice and Tourism Development Strategy for the Lower Great Southern Initiative 3.0 Optimising Demand.)

## How do we know if we are succeeding?

- Increase in number of visitors engaging in outdoor recreation.



Mountain Bike Urban Downhill.  
Photo by Steve Pontin.



# Theme: Making the outdoors more accessible

Whether it's for enjoyment, exercise or health reasons, participating in outdoor recreation is good for us. Making the outdoors more accessible isn't simply having people participate more – it's about more people, participating more often.

## Strategic Priority F: Maximise community participation

Objective	Ensure that the Great Southern offers a diverse range of outdoor recreation opportunities that are easily accessed and affordable to all residents and visitors.
Rationale	Outdoor recreation is not for any one group, location or demographic. It can, and should be, the domain of all.
Expected Outcome	Everyone has more opportunities to participate in outdoor recreation.

## Why is this important?

The Great Southern has a diverse and multicultural population. The outdoor sector needs to explore and address the barriers preventing wider participation, particularly those from non-English speaking backgrounds, lower socio-economic groups, Indigenous people, those with disability, those who are time poor, as well as those living in rural and remote locations.

The National Outdoor Strategy<sup>1</sup> found that there were five key barriers to participation in physical activity: the costs of participating in leisure activities, lack of time and/or the pressure of other commitments, inadequate or inaccessible facilities, isolation (including social and geographic isolation) and lack of skills and ability. There's a need to find ways to engage widely with ethnic and socio-demographic groups so more people value and reap the rewards of being active outdoors and connected to their communities and as a result, have the desire, skills and knowledge to be positive stewards for the environment.

## Where are we now?

More adult Australians participate in active recreation than in organised sport.<sup>2</sup> The three most common outdoor activities are walking (42.6%), cycling (11.7%) and bushwalking (5.4%).<sup>3</sup> In 2015, 23% of WA cycled weekly.<sup>4</sup> These figures suggest that increasing participation in active recreation offers the best opportunity to improve the health and wellbeing of Great Southern residents.

<sup>1</sup> National Outdoor Strategy, p.20.

<sup>2</sup> Australian Sports Commission (2016) AusPlay: Participation data for the sport sector. Summary of key national findings October 2015 to September 2016 data. p.11.

<sup>3</sup> AusPlay, p.15.

<sup>4</sup> WA Trails Blueprint, p. 31



## Where do we want to be?

Proximity to local parks, waterways, trails and other outdoor recreation resources is critical to increasing participation rates. We need to provide a range of activities to meet people’s immediate and varying recreational needs. The Great Southern will be recognised for the provision of enjoyable, challenging and safe outdoor recreation experiences that cater to the needs of diverse communities.

## How do we get there?

The following key strategic initiatives will drive efforts to achieve this vision:

### Strategic Initiative F1: Encourage community participation

Outdoor recreation opportunities need to be proximal to populations, easy to access and supported by quality infrastructure. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 3 Public Open Space and Urban Form and Great Southern Regional Investment Blueprint 2015 Transformational Project 7: Strong Communities.)

### Strategic Initiative F2: Develop an outdoor recreation social inclusion programme for under-represented groups

Maximising participation requires us to work with specific communities to develop novel approaches that will remove participation barriers. (Supports: SD6 Strategic Directions for the WA Sport and Recreation Industry 2016 – 2020: Initiative 9 Life Course and Life Stage Participation and 11.0 Participation, Culture and Affordability.)

## How do we know if we are succeeding?

- Increase in number of residents who participate in outdoor recreation.
- Increase in participation from under-represented groups.



# Summary of Strategic Priorities and Initiatives

State Objectives	Regional Theme	Strategic Priorities	Strategic Initiatives
Valuing = Realising Benefits	Strong partnerships	A. Improve planning	<ul style="list-style-type: none"><li>• A1: Establish a Regional Outdoor Recreation Partnership and Strategic Management Group</li><li>• A2: Establish a Shared Staff Development and Training Program</li><li>• A3: Implement an Investment Decision Framework for Outdoor Recreation</li><li>• A4: Establish a Regional Outdoor Recreation Research Program</li></ul>
Enabling = Meeting Demand	World-class infrastructure	B. Trails development	<ul style="list-style-type: none"><li>• B1: Develop regional trails masterplans</li><li>• B2: Develop trail management plans for all regionally significant trails</li><li>• B3: Establish a Trail Building Network</li><li>• B4: Monitor trail use trends</li></ul>
Developing = Creating Opportunities	A flourishing outdoor recreation sector	C. Experience development	<ul style="list-style-type: none"><li>• C1: Prepare an Experience Development Strategy (EDS)</li><li>• C2: Develop an Adventure Events Strategy</li></ul>
Encouraging = Promoting Participation	Promoting outdoor recreation	D. Capacity building	<ul style="list-style-type: none"><li>• D1. Strengthen the capacity of industry</li><li>• D2 Establish a workforce development plan.</li><li>• D3. Strengthen the capability of clubs and organisations delivering recreation</li><li>• D4. Adoption of Australian Adventure Activity Standards (AAAS)</li></ul>
	Making the outdoors more accessible	E. Adventure tourism strategy	<ul style="list-style-type: none"><li>• E1. Prepare a Destination Management Strategy</li><li>• E2. Develop a Destination Marketing Plan focused on outdoor recreation</li></ul>
		F. Maximise community participation	<ul style="list-style-type: none"><li>• F1: Encourage community participation</li><li>• F2: Develop an outdoor recreation social inclusion program for under-represented groups</li></ul>



# Appendix: Planning and policy context

## How was the Strategy produced?

The Great Southern Centre for Outdoor Recreation Excellence (GSCORE) led the development of the Strategy by:

- Setting a vision.
- Outlining the objectives.
- Identifying key areas of cooperation and key commitments from outdoor recreation stakeholders across the region.

The Strategy incorporates initiatives outlined in the Community Strategic Plans and Corporate Business Plans of all eleven local government authorities in the Great Southern. It aligns outdoor recreation with local government planning activities that aim to improve health outcomes, enhance environmental sustainability and increase community participation. It also cross-references and supports several planning documents that have been developed at a Great Southern regional level and thereby contributes to the successful implementation and achievement of those plans. Several state-wide strategies and frameworks have also been considered so that any actions agreed to are in line with the overall objective for the State.

Input and feedback on the draft strategy was sought from all local government authorities, state government agencies involved in outdoor recreation, as well as community groups and other industry bodies involved in business, tourism and marketing, education and training, outdoor recreation and trails, environment and conservation. The final document represents the shared vision of these diverse stakeholder groups.

GSCORE will lead the implementation of the Strategy by developing an Annual Action Plan, obtaining baseline data for the agreed measures and producing an annual report documenting achievements and outcomes. Progress will be reported through the Great Southern Recreation Advisory Group (GSRAG).

## How does this Strategy relate to the WA planning environment?

The Western Australian government recognises that participation in outdoor recreation contributes significantly to the state's identity, culture and economy. It provides one of the best ways of achieving public health, wellbeing and regional economic development goals. In sum, investment in outdoor recreation leads to:

- Economic stimulation
- Jobs creation and skills development
- Public health and wellbeing
- Conservation and environmental stewardship.

More People, More Active, Outdoors: Framework for Outdoor Recreation in Western Australia 2018 is the State Government's primary planning framework for promoting participation in outdoor recreation. The framework identifies four fundamental objectives – valuing, encouraging, enabling and developing outdoor recreation – that will guide the development of regional outdoor recreation strategies (Figure 1).

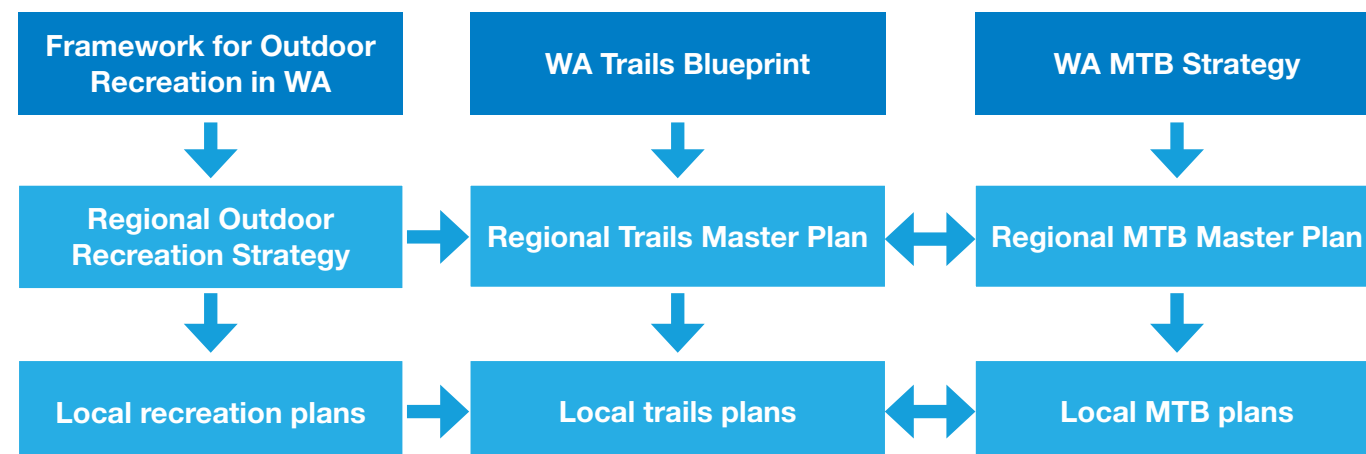


Figure 1: Fundamental Objectives of WA Outdoor Recreation Framework



The Great Southern Outdoor Recreation Strategy forms part of the Western Australian State Government's tiered planning and investment framework and is embedded in both the Framework for Outdoor Recreation in WA 2018, the WA Strategic Trails Blueprint 2017 – 2021 and other activity-specific strategies (e.g. the WA Mountain Bike Strategy 2015-2020) (see Figure 2)<sup>1</sup>.

Figure 2: WA Tiered Planning and Investment Framework



<sup>1</sup> Western Australian Strategic Trails Blueprint 2017 – 2021, page 42.

## Who are the stakeholder groups?

The following stakeholders will play a role in the success of the Strategy as key partners or support agents.

Key Partners	Role
<b>Great Southern Centre for Outdoor Recreation Excellence (GSCORE)</b>	GSCORE was established in 2017 to support the growth and development of the outdoor recreation sector in the Great Southern. It provides leadership to the outdoor recreation industry and aims to create a vibrant and sustainable outdoor recreation sector through the provision of innovative training, business support and strategic planning services.
<b>City of Albany</b> <b>Shire of Broomehill-Tambellup</b> <b>Shire of Cranbrook</b> <b>Shire of Denmark</b> <b>Shire of Gnowangerup</b> <b>Shire of Jerramungup</b> <b>Shire of Katanning</b> <b>Shire of Kent</b> <b>Shire of Kojonup</b> <b>Shire of Plantagenet</b> <b>Shire of Woodanilling</b>	Local governments manage and maintain many recreation facilities and trails on behalf of ratepayers and the community by providing the infrastructure necessary for quality recreation and visitor experiences. Some are also involved in destination management and marketing activities.
<b>Department of Biodiversity, Conservation and Attractions (DBCA)</b>	DBCA is responsible for managing the State's national parks, marine parks, state forests and other reserves and many aspects of protection and use of the State's wildlife and natural areas. It manages and maintains the State's largest single portfolio of public trails and plays a major role in recreation planning, development, funding and resourcing. The Department works closely with government and industry partners and volunteer trail support groups.
<b>Department of Local Government, Sport and Cultural Industries (DLGSC)</b>	DLGSC's mission is to enhance the quality of life of Western Australians through their participation in sport and recreation. This includes goals related to industry development, enabling access and encouraging participation. With active outdoor recreation a growing trend, the Department plays a significant role in trails and recreation planning.
<b>Great Southern Development Commission (GSDC)</b>	The GSDC's role is to promote the economic and social development of the Great Southern region. The Great Southern Regional Investment Blueprint is the key document that informs strategic investment decisions in the region and is referred to by the GSDC and public, private and not-for-profit entities.

Key Partners	Role
<b>Albany Chamber of Commerce and Industry (ACCI)</b> <b>Denmark Chamber of Commerce and Industry (DCC)</b>	The ACCI and DCC are not-for-profit, member-driven organisations that provide professional services and support for business. They play a role as advocates for business and support outdoor recreation industry strategic planning needs.
<b>Amazing South Coast Tourism Organisation (ASC)</b> <b>Hidden Treasures of the Great Southern</b> <b>Australia's South West (ASW)</b>	<p>The ASC and Hidden Treasures groups are not-for-profit, member-based local tourism organisations responsible for destination marketing and visitor servicing. The ASC focuses on the Lower Great Southern region and the Hidden Treasures on the Great Southern hinterland region.</p> <p>ASW is a regional tourism organisation that markets the entire South West region to intrastate, interstate and international markets.</p>
<b>Outdoors WA</b>	Outdoors WA is the peak body for the outdoor sector in Western Australia, including camping, outdoor recreation and outdoor education. It is responsible for facilitating outdoor activity standards and encouraging outdoor recreational activity participation, including education and professional development of outdoor recreation leaders.
<b>Department of Education</b> <b>Department of Jobs, Tourism, Science and Innovation</b> <b>Department of Transport</b> <b>Department of Water and Environmental Regulation</b> <b>Department of Primary Industries and Regional Development</b> <b>Regional Development Australia</b>	Many government agencies have a degree of involvement with outdoor recreation. There's an increasing relevance and contribution from the Department of Primary Industries and Regional Development that closely links to major regional projects. Both the Department of Transport and the Department of Water play a role in paths and trails planning across the State.
<b>Tourism WA</b>	Tourism WA is responsible for the interstate and international marketing of Western Australia as a travel destination. It features outdoor recreation experiences on its website as potential experiences for visitors to the State and promotes these experiences in conjunction with the regional tourism organisations and through social media.
<b>Trails WA</b>	Trails WA was established to carry out projects to further the development and promotion of trails in Western Australia. It carries out many communications and promotional tasks for trails throughout the State including management of the Trails WA website and associated apps.

Key Partners	Role
<b>Trails Reference Group</b>	The Trails Reference Group is composed of nominees from government agencies, local governments and community members. The Trails Reference Group advises on the implementation of state trail strategies. It also monitors the progress of proposed actions and outcomes and reports to government and industry.
<b>South West TAFE</b> <b>University of Western Australia Albany Centre</b> <b>Registered training organisations</b>	Education institutions play a crucial role in workforce development for the outdoor recreation, tourism and outdoor education sectors.
<b>Small Business Centre Great Southern</b> <b>South Coast Natural Resource Management (SCNRM)</b> <b>Local outdoor recreation clubs and associations</b> <b>Local trails groups</b> <b>Local progress and resident's associations</b> <b>Local conservation and environmental groups</b>	Community organisations may represent a particular outdoor recreation activity such as bushwalking, cycling, trail bike riding and equestrian or have a special interest focus such as Aboriginal heritage, business development, inclusion, management, volunteering, marketing and promotion and/or maintenance of specific trails or reserves.
<b>FutureNow: Creative and Leisure Industries Training Council</b> <b>WA Sports Federation</b> <b>Tourism Council of WA</b> <b>Wirrpanda Foundation</b> <b>Outdoor recreation peak bodies</b>	Industry peak bodies play a key role in representing industry sectors in public decision-making. They represent businesses and/or community groups, promote the value of outdoor recreation, facilitate sustainable development and advocate industry policy.







**Department of  
Local Government, Sport  
and Cultural Industries**

**Department of Local Government, Sport  
and Cultural Industries**

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For further information please visit

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#### 10.4.E-QUOTES – VOLVO BACKHOE REPLACEMENT

<b>Proponent</b>	Shire of Woodanilling
<b>Owner</b>	
<b>Authorising Officer</b>	Belinda Knight, CEO
<b>Author of Report</b>	Bret Howson, Howson Management
<b>Date of Meeting</b>	16/10/2018
<b>Previous Reports</b>	21/08/2018
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	12.3.1
<b>Attachments</b>	Quotes - Assessment Report

#### BRIEF SUMMARY

To consider the attached Assessment Report, and acceptance of recommendations contained therein.

#### BACKGROUND

20/07/2018: Bret Howson was engaged to provide a Business Case for the replacement of the Shire's Volvo Backhoe. The report contained the following:

- Site visit and meeting with yourself and Works Supervisor to understand the use and requirement of the proposed machine.
- Research of other machines in that, and similar, category.
- Research of those machines for:
  - Fit for purpose
  - Where does this machine fit in your fleet (too big, too small, doubling up?)
  - Warranty
  - Service internals and costs
  - Average costs of major/minor parts
  - Available attachments
  - Horsepower and breakout forces
  - Optimum resale value and date
- References from other shires/companies with these machines

Recommendations for:

- Purchasing options and compliance (Equotes, RFT, RFQ..)
- Preferred machine
- Purchasing specifications

The report was adopted at the 21/08/2018 meeting and E-Quotes were called.

#### STATUTORY/LEGAL IMPLICATIONS

*Local Government Act 1995*

#### POLICY IMPLICATIONS

Asset Management Policy

Policy 54 – Purchasing

#### FINANCIAL IMPLICATIONS

The recommendation is within the 2018/19 Adopted Budget figures.

#### STRATEGIC IMPLICATIONS

The report made some recommendations regarding optimum resale time and resale values from the Institute of Public Works Engineering.

#### COMMENT

Reasoning behind recommendation to proceed to quote:



- Backhoes are purchased mainly for loading and excavations, therefore minimum design and maximum power should be to those implements. Larger front tyres and 4 wheel steering do take hydraulic power and design away from the main implements of a backhoe.
- 4WD/4WS steering backhoes are heavier and lose benefits of the machine on soft boggy ground.
- The benefits of manoeuvrability are minimal as smaller front tyres allow the machine to turn in a small radius.
- There is minimal difference in front bucket sizes between the larger backhoe ( 1.3m3) and the smaller backhoe (1.1m3)
- Purchase of 4WD/2WS will be within Council's current budget
- Replacing the existing backhoe with a larger backhoe is estimated to cost an additional \$3,000 per year.

#### **COUNCIL DECISION 21/08/2018**

*Moved Cr Morrell seconded Cr Douglas that Council accepts the recommendations contained in the attached Assessment Report as follows:*

1. *That the Shire of Woodanilling request quotations from the WALGA Preferred Supplier Tender Panel. This would ensure the trade/sale of the existing backhoe and the purchase of new (including attachments) is compliant with the Local Government Purchasing regulations and Council's Purchasing policy.*
2. *That the Shire of Woodanilling request quotations for a Backhoe Loader, 4 wheel drive, with a horsepower range of 95 to 110. However if a same size tyre machine falls within Council's budget, it should be considered. **CARRIED 5/0***

#### **VOTING REQUIREMENTS**

Simple Majority

##### **RECOMMENDATION – ITEM 10.4.1      E-QUOTES – VOLVO BACKHOE REPLACEMENT**

That Council shortlist the replacement of the Volvo Backhoe to the following three submissions:

- Komatsu WB97R-5
- JCB 3CX Classic
- CASE 580ST

Note: The Shire has recently seen a demonstration from the JCB 3CX, and the CASE 580ST, therefore it is recommended that Komatsu be offered the opportunity to demonstrate the WB97R-5 before a final decision is made.

##### **RECOMMENDATION – ITEM 10.4.2      E-QUOTES – VOLVO BACKHOE REPLACEMENT**

That Council delegate authority to the Acting CEO the ability to implement the final decision on the replacement of the Volvo backhoe.



## **RFT1118 - Supply and Delivery of New Backhoe Loader and Trade of Existing Backhoe Loader**

# **Assessment Report**

**October 2018**



## Purchase of Backhoe Loader – Assessment Report

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Prepared by:



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## Purchase of Backhoe Loader – Assessment Report

**Revisions**

<b>Revision</b>	<b>Description</b>	<b>Date</b>	<b>By</b>
A	Issued to Client - DRAFT	10/10/ 2018	BH



## Purchase of Backhoe Loader – Assessment Report

## 1. Introduction

### 1.1. Scope of Works

Following an investigation into the preferred type of backhoe suitable for the Shire of Woodanilling, it was decided at the July Ordinary Council meeting that there was no specific requirement for 4 wheel drive / 4 wheel steering machine and that tenders should be called for the supply of a backhoe.

The Shire of Woodanilling issued a Request for Tender through the WALGA Preferred Supplier Tender (E-quotes)

HOWSON Management was then engaged by the Shire of Woodanilling to sit on the assessment team and complete a report for the most suitable backhoe replacement.

The assessment team is:

- Barry Taylor – Works Manager
- Ganesh Penfold – Shire Mechanic
- Bret Howson – Engineering Consultant

### 1.2. Information Reviewed

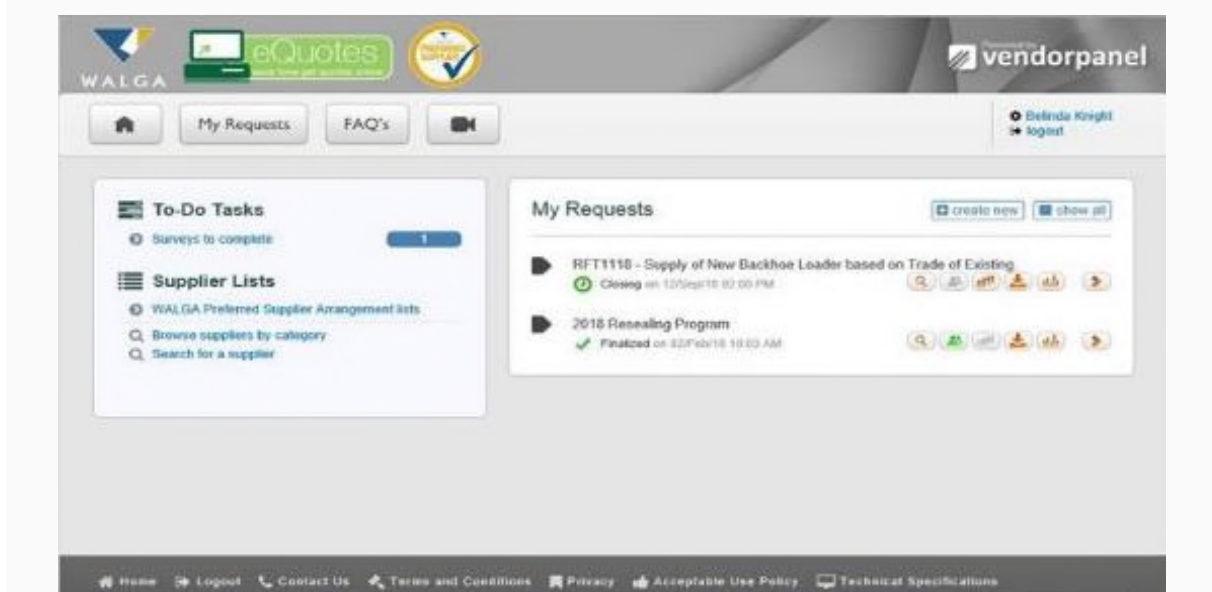
The assessment team reviewed the most recent copy of the following documents:

- Shire of Woodanilling 2018/19 Annual Budget
- Backhoe suppliers specifications
- Quotations and specifications from suppliers
- Visual inspections
- Site meetings/discussions with suppliers

## 2. Methodology

### 2.1. General

A request for quotation was lodged on the WALGA Preferred Supplier vendor panel website on Sunday 26<sup>th</sup> August 2018. The closing dates was listed as 10<sup>th</sup> September 2018.






## Purchase of Backhoe Loader – Assessment Report

During the advertising process, it was noted that the document was missing some formatting required for the WALGA E-quote system. Additional comments were added, and the closing date was extended to the 18th September 2018 to ensure all tenderers had time to clarify any concerns.

## 2.2 Submissions


The Shire received 9 submissions. They were as follows:


	<b><u>Westrac</u></b> CAT 432F2	
<b>Engine</b>	74kw / 101hp	
<b>Operating Weight</b>	8479 kg	
<b>Width</b>	2352 mm	
<b>Length</b>	5734 mm	
<b>Travel height</b>	4018 mm	
<b>Dig Depth</b>	6145 mm	
<b>Noise Emission</b>	101 dB	
<b>Fuel Tank Capacity</b>	160 l	
<b>Transmission</b>	4 speed	
<b>Warranty</b>	36M / 3000hr	


	<b><u>Hitachi</u></b> JD 315SL	
<b>Engine</b>	72 kw / 97 hp	
<b>Operating Weight</b>	8280 kg	
<b>Width</b>	2430 mm	
<b>Length</b>	5960 mm	
<b>Travel height</b>	3630 mm	
<b>Dig Depth</b>	5350 mm	
<b>Noise Emission</b>	101 dB	
<b>Fuel Tank Capacity</b>	140 l	
<b>Transmission</b>	5 speed	
<b>Warranty</b>	36M / 6000hr	



## Purchase of Backhoe Loader – Assessment Report

	<b><u>ADT WA</u></b> Hydrema 906F	
Engine	90kw / 122hp	
Operating Weight	9200 kg	
Width	2550 mm	
Length		
Travel height	4130 mm	
Dig Depth	4810 mm	
Noise Emission	101 dB	
Fuel Tank Capacity	155 l	
Transmission	6 speed	
Warranty	12M / 2000hr	


	<b><u>ADT WA</u></b> Hydrema 926F	
Engine	108kw / 145hp	
Operating Weight	9500 kg	
Width	2550 mm	
Length		
Travel height	4010 mm	
Dig Depth	5940 mm	
Noise Emission	102 dB	
Fuel Tank Capacity	155 l	
Transmission	6 speed	
Warranty	12M / 2000hr	


	<b><u>New Holland</u></b> CASE 580ST	
Engine	72kw / 97hp	
Operating Weight	8100 kg	
Width	2430 mm	
Length	5560 mm	
Travel height	3455 mm	
Dig Depth	5430 kg	
Noise Emission	102 dB	
Fuel Tank Capacity	145 l	
Transmission	4 speed	
Warranty	36M / 3000hr	





## Purchase of Backhoe Loader – Assessment Report


	<b><u>New Holland</u></b> CASE 695ST	
Engine	82kw / 110hp	
Operating Weight	8840 kg	
Width	2430 mm	
Length	5560 mm	
Travel height	3455 mm	
Dig Depth	5430 mm	
Noise Emission	102 dB	
Fuel Tank Capacity	124 l	
Transmission	4 speed	
Warranty	36M / 3000hr	

	<b><u>JCB</u></b> JCB 3CX Classic	
Engine	69kw / 92 hp	
Operating Weight	8070 kg	
Width	2350 mm	
Length	5620 mm	
Travel height	3610 mm	
Dig Depth	5460 mm	
Noise Emission	102 dB	
Fuel Tank Capacity	160 l	
Transmission	4 speed	
Warranty	12M / 2000hr	

	<b><u>JCB</u></b> JCB 3CX Elite	
Engine	81kw / 109hp	
Operating Weight	8070 kg	
Width	2350 mm	
Length	5620 mm	
Travel height	3610 mm	
Dig Depth	5460 mm	
Noise Emission	102 dB	
Fuel Tank Capacity	160 l	
Transmission	6 speed	
Warranty	12M / 2000hr	



## Purchase of Backhoe Loader – Assessment Report

	<b>Komatsu</b> Komatsu WB97R-5	
<b>Engine</b>	74kw / 99 hp	
<b>Operating Weight</b>	8610 kg	
<b>Width</b>	2320mm	
<b>Length</b>	5895 mm	
<b>Travel height</b>	3780 mm	
<b>Dig Depth</b>	6465 mm	
<b>Noise Emission</b>	102 dB	
<b>Fuel Tank Capacity</b>	150 l	
<b>Transmission</b>	4 speed	
<b>Warranty</b>	60M / 6000hr	

### 2.3 Assessment Criteria

The assessment team will make a series of value judgements based on the capability of the Tenderers to complete the requirements, and a number of factors will be considered including:

- (a) the qualitative ranking of each Tenderer; and
- (b) the pricing submitted by each Tenderer.

The following are the criteria by which the tenderers were assessed:

#### 2.3.1 Price Criteria

The assessment criteria used for assessing the price was as follows:

PRICE 60%								
1st	2nd	3rd	4th	5th	6th	7th	8th	9th
60.0	54.0	48.0	42.0	36.0	30.0	24.0	18.0	12.0

#### 2.3.2 Relevant Experience Criteria

The assessment criteria used for assessing the experience in supplying appropriate equipment was as follows:

Experience in supplying Shire Equipment 15%								
1st	2nd	3rd	4th	5th	6th	7th	8th	9th
15.0	13.5	12.0	10.5	9.0	7.5	6.0	4.5	3.0



## Purchase of Backhoe Loader – Assessment Report

### 2.3.3 Key Personnel Skills and Experience Criteria

The assessment criteria used for assessing the skills and experience required for servicing the equipment was as follows:

Experience in servicing equipment 10%								
1st	2nd	3rd	4th	5th	6th	7th	8th	9th
10.0	9.0	8.0	7.0	6.0	5.0	4.0	3.0	2.0

### 2.3.4 Ability to Supply Equipment and Training Criteria

The assessment criteria used for assessing the skills and experience required for supplying the equipment and providing suitable training and support was as follows:

Demonstrated ability to supply equipment & provide training 5%								
1st	2nd	3rd	4th	5th	6th	7th	8th	9th
5.0	4.5	4.0	3.5	3.0	2.5	2.0	1.5	1.0

## 2.4 Assessment Scoring

Once the tenders have been ranked, the assessment team will make a value judgement as to the cost affordability, qualitative ranking and risk of each Tender, in order to determine the Tender which is most advantageous to the Principal.

The tendered price will be considered along with related factors affecting the total cost to the Principal. e.g. the lifetime operating costs of goods or the Principal's contract management costs may also be considered in assessing the best value for money outcome.

The following people completed the assessments.

#### Barry Taylor's Assessment

Barry	Price	Experience	Skill	Resources	Services	TOTAL SCORE
CAT 432F2	30.0	13.5	6	5	3	57.5
JD 315SL	36.0	10.5	9	6	3	64.5
Hydremic 906F	18.0	7.5	5	3	2.5	36.0
Hydremic 926F	12.0	7.5	5	2	2.5	29.0
CASE 580ST	60.0	12	10	7	4.5	93.5
CASE 695ST	48.0	12	10	8	4.5	82.5
JCB 3CX Classic	42.0	15	8	9	4	78.0
JCB 3CX Elite	24.0	15	8	10	4	61.0
Komatsu WB97R-5	54.0	9	7	4	3.5	77.5



## Purchase of Backhoe Loader – Assessment Report

Shortlist - Barry Taylor

<b>Barry</b>	<b>Price</b>	<b>Experience</b>	<b>Skill</b>	<b>Resources</b>	<b>Services</b>	<b>TOTAL SCORE</b>
<b>CASE 580ST</b>	60	12	10	7	4.5	93.5
<b>CASE 695ST</b>	48	12	10	8	4.5	82.5
<b>JCB 3CX Classic</b>	42	15	8	9	4	78
Komatsu WB97R-5	54	9	7	4	3.5	77.5
JD 315SL	36	10.5	9	6	3	64.5
JCB 3CX Elite	24	15	8	10	4	61
CAT 432F2	30	13.5	6	5	3	57.5
Hydremic 906F	18	7.5	5	3	2.5	36
Hydremic 926F	12	7.5	5	2	2.5	29

Ganesh Penfold's Assessment

<b>Ganesh</b>	<b>Price</b>	<b>Experience</b>	<b>Skill</b>	<b>Resources</b>	<b>Services</b>	<b>TOTAL SCORE</b>
CAT 432F2	30.0	13.5	9	10	3	<b>65.5</b>
JD 315SL	36.0	12	10	9	4.5	<b>71.5</b>
Hydremic 906F	18.0	7.5	5	3	2.5	<b>36.0</b>
Hydremic 926F	12.0	7.5	5	2	2.5	<b>29.0</b>
CASE 580ST	60.0	9	6	5	4	<b>84.0</b>
CASE 695ST	48.0	9	5	4	4	<b>70.0</b>
JCB 3CX Classic	42.0	15	8	8	5	<b>78.0</b>
JCB 3CX Elite	24.0	15	8	7	5	<b>59.0</b>
Komatsu WB97R-5	10.5	10.5	7	6	3.5	<b>37.5</b>

Shortlist - Ganesh Penfold's

<b>Ganesh</b>	<b>Price</b>	<b>Experience</b>	<b>Skill</b>	<b>Resources</b>	<b>Services</b>	<b>TOTAL SCORE</b>
<b>CASE 580ST</b>	60	9	6	5	4	84
<b>JCB 3CX Classic</b>	42	15	8	8	5	78
<b>JD 315SL</b>	36	12	10	9	4.5	71.5
CASE 695ST	48	9	5	4	4	70
CAT 432F2	30	13.5	9	10	3	65.5
JCB 3CX Elite	24	15	8	7	5	59
Komatsu WB97R-5	10.5	10.5	7	6	3.5	37.5
Hydremic 906F	18	7.5	5	3	2.5	36
Hydremic 926F	12	7.5	5	2	2.5	29



## Purchase of Backhoe Loader – Assessment Report

Bret Howson's Assessment

<b>Bret</b>	Price	Experience	Skill	Resources	Services	<b>TOTAL SCORE</b>
CAT 432F2	30.0	15.0	10.0	9.0	4.5	<b>68.5</b>
JD 315SL	36.0	10.5	8.0	6.0	3.5	<b>64.0</b>
Hydremic 906F	18.0	7.5	5.0	5.0	2.5	<b>38.0</b>
Hydremic 926F	12.0	7.5	5.0	2.0	2.5	<b>29.0</b>
CASE 580ST	60.0	9.0	6.0	3.0	3.0	<b>81.0</b>
CASE 695ST	48.0	9.0	6.0	4.0	3.0	<b>70.0</b>
JCB 3CX Classic	42.0	12.0	7.0	10.0	4.0	<b>75.0</b>
JCB 3CX Elite	24.0	12.0	7.0	5.0	4.0	<b>52.0</b>
Komatsu WB97R-5	54.0	13.5	9.0	8.0	5.0	<b>89.5</b>

Shortlist – Bret Howson

<b>Bret</b>	Price	Experience	Skill	Resources	Services	<b>TOTAL SCORE</b>
<b>Komatsu WB97R-5</b>	54	13.5	9	8	5	89.5
<b>CASE 580ST</b>	60	9	6	3	3	81
<b>JCB 3CX Classic</b>	42	12	7	10	4	75
CASE 695ST	48	9	6	4	3	70
CAT 432F2	30	15	10	9	4.5	68.5
JD 315SL	36	10.5	8	6	3.5	64
JCB 3CX Elite	24	12	7	5	4	52
Hydremic 906F	18	7.5	5	5	2.5	38
Hydremic 926F	12	7.5	5	2	2.5	29

**3. Pricing (Confidential)**

Below is the cost of each machine submitted for tender, with the trade in price offered for the existing backhoe. The trade-in has been taken into account for the assessment.

The Council has allowed \$130,000 in the 2018/19 budget for the changeover of the Shire's backhoe, however all machines submitted are over this budget amount. This report takes into account the \$130,000 budget figure, acknowledges that any purchase will exceed this figure, and attempts to minimise any additional costs required for the changeover of the backhoe.

	<b><u>Westrac</u></b> CAT 432F2
<b>Price</b>	\$ 192,170.00
<b>GST</b>	\$ 19,217.00
<b>Total</b>	\$ 211,387.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 31,000.00
<b>Changeover (ex GST)</b>	\$ 161,170.00



## Purchase of Backhoe Loader – Assessment Report

	<b><u>Hitachi</u></b> JD 315SL
<b>Price</b>	\$ 182,000.00
<b>GST</b>	\$ 18,200.00
<b>Total</b>	\$ 200,200.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 24,000.00
<b>Changeover (ex GST)</b>	\$ <b>158,000.00</b>

	<b><u>ADT WA</u></b> Hydrema 906F
<b>Price</b>	\$ 335,292.00
<b>GST</b>	\$ 33,529.20
<b>Total</b>	\$ 368,821.20
<b><i>Trade-in (Ex GST)</i></b>	\$ 31,000.00
<b>Changeover (ex GST)</b>	\$ <b>304,292.00</b>

	<b><u>ADT WA</u></b> Hydrema 926F
<b>Price</b>	\$ 369,652.00
<b>GST</b>	\$ 36,965.20
<b>Total</b>	\$ 406,617.20
<b><i>Trade-in (Ex GST)</i></b>	\$ 31,000.00
<b>Changeover (ex GST)</b>	\$ <b>338,652.00</b>

	<b><u>New Holland</u></b> CASE 580ST
<b>Price</b>	\$ 161,980.00
<b>GST</b>	\$ 16,198.00
<b>Total</b>	\$ 178,178.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 31,500.00
<b>Changeover (ex GST)</b>	\$ <b>130,480.00</b>

	<b><u>New Holland</u></b> CASE 695ST
<b>Price</b>	\$ 172,200.00
<b>GST</b>	\$ 17,220.00
<b>Total</b>	\$ 189,420.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 31,500.00
<b>Changeover (ex GST)</b>	\$ <b>140,700.00</b>



## Purchase of Backhoe Loader – Assessment Report

	<b><u>JCB</u></b> JCB 3CX Classic
<b>Price</b>	\$ 187,000.00
<b>GST</b>	\$ 18,700.00
<b>Total</b>	\$ 205,700.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 35,000.00
<b>Changeover (ex GST)</b>	\$ <b>152,000.00</b>

	<b><u>JCB</u></b> JCB 3CX Elite
<b>Price</b>	\$ 197,100.00
<b>GST</b>	\$ 19,710.00
<b>Total</b>	\$ 216,810.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 35,000.00
<b>Changeover (ex GST)</b>	\$ <b>162,100.00</b>

	<b><u>Komatsu</u></b> Komatsu WB97R-5
<b>Price</b>	\$ 163,000.00
<b>GST</b>	\$ 16,300.00
<b>Total</b>	\$ 179,300.00
<b><i>Trade-in (Ex GST)</i></b>	\$ 23,000.00
<b>Changeover (ex GST)</b>	\$ <b>140,000.00</b>





## Purchase of Backhoe Loader – Assessment Report

#### 4. Whole of Life Consideration

When purchasing a piece of machinery the Shire should consider the whole of life cost. This is the total cost of ownership over the life of the machine. Whole-of life costing is a key component in the evaluating asset acquisition. A whole of life appraisal is generally a broader based assessment, considering benefits and indirect or intangible costs as well as direct costs.

Below is the whole of life costings for the machines submitted:

	<i>After</i>	<i>Resale</i>	<i>Years</i>	<i>Hours</i>	<i>Total</i>	<i>Total</i>
	<i>Trade</i>			<i>Km</i>	<i>\$/Hr</i>	<i>\$/year</i>
<b>Machine</b>	<b>Price</b>			<b>/ Year</b>	<b>to Council</b>	<b>to Council</b>
CASE 580ST	\$130,480.00	\$ 59,000.00	8	600	\$ 43.92	\$26,354.80
CAT 432F2	\$161,170.00	\$ 75,000.00	8	600	\$ 46.62	\$27,970.70
CASE 695ST	\$140,700.00	\$ 62,000.00	8	600	\$ 46.76	\$28,057.00
JCB 3CX Classic	\$152,000.00	\$ 62,000.00	8	600	\$ 47.32	\$28,392.00
Komatsu WB97R-5	\$140,000.00	\$ 48,000.00	8	600	\$ 47.69	\$28,612.00
JCB 3CX Elite	\$162,100.00	\$ 68,000.00	8	600	\$ 48.07	\$28,843.00
JD 315SL	\$158,000.00	\$ 52,000.00	8	600	\$ 50.25	\$30,152.00
Hydrema 926F	\$304,292.00	\$173,000.00	8	600	\$ 55.07	\$33,044.12
Hydrema 906F	\$338,652.00	\$143,000.00	8	600	\$ 68.02	\$40,811.72

The tenderers supplied general operating costings, however industry costings were used to prepare the above table.

All of the machines were very similar, however the JCB Backhoe is the only machine which does not use Adblue Diesel Fuel Emission liquid. This is a liquid additive to reduce the NOx. This is produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. In areas of high motor vehicle traffic, such as cities, the amount of nitrogen oxides emitted into the atmosphere increases air pollution.

Adblue systems add approximately \$0.37 per litre of fuel. This is minimal and only has a marginal effect on the whole of life cost of the machine and not a deciding factor.



## Purchase of Backhoe Loader – Assessment Report

## 5. General Requirements/Options

### 5.1 Available Attachments

The following is a list of attachments and extras which are included in the prices assessed.

- 4-1 front bucket
- Flip over forks
- 300mm backhoe bucket with teeth
- 600mm backhoe bucket with teeth
- 1200mm wide batter bucket
- 750mm wide bucket (graves)
- Front and Rear craning valves
- Pilot operated backhoe controls
- Ride control
- Hydraulic side shift
- Stabiliser street pads
- 2 x Amber beacon with guard
- 40 channel 2 way radio
- AM/FM radio
- Window tint
- Fire extinguisher
- Licensed
- Hi Visibility Tape

### 5.2 Warranty Details

The following is a list of machine warranties which are included in the prices assessed.

<b><u>Westrac</u></b>	<b><u>Hitachi</u></b>	<b><u>ADT WA</u></b>	<b><u>ADT WA</u></b>
CAT 432F2	JD 315SL	Hydremic 906F	Hydremic 926F
36M / 3000hr	36M / 6000hr	12M / 2000hr	12M / 2000hr

<b><u>New Holland</u></b>	<b><u>New Holland</u></b>	<b><u>JCB</u></b>	<b><u>JCB</u></b>	<b><u>Komatsu</u></b>
CASE 580ST	CASE 695ST	JCB 3CX Classic	JCB 3CX Elite	Komatsu WB97R-5
36M / 3000hr	36M / 3000hr	12M / 2000hr	12M / 2000hr	60M / 6000hr



## Purchase of Backhoe Loader – Assessment Report

## 6. Recommendations

It is recommended that the Shire of Woodanilling shortlist the replacement of the backhoe to the following three submissions:

	<b>Komatsu</b> Komatsu WB97R-5
<b>Price</b>	\$ 163,000.00
<b>GST</b>	\$ 16,300.00
<b>Total</b>	\$ 179,300.00
<b>Trade-in (Ex GST)</b>	\$ 23,000.00
<b>Changeover (ex GST)</b>	\$ <b>140,000.00</b>

*Comments: Machine has not been viewed at the time of preparing this report, but has a good warranty and support from Komatsu.*

	<b>JCB</b> JCB 3CX Classic
<b>Price</b>	\$ 187,000.00
<b>GST</b>	\$ 18,700.00
<b>Total</b>	\$ 205,700.00
<b>Trade-in (Ex GST)</b>	\$ 35,000.00
<b>Changeover (ex GST)</b>	\$ <b>152,000.00</b>

*Comments: Good machine, well built.*

	<b>New Holland</b> CASE 580ST
<b>Price</b>	\$ 161,980.00
<b>GST</b>	\$ 16,198.00
<b>Total</b>	\$ 178,178.00
<b>Trade-in (Ex GST)</b>	\$ 31,500.00
<b>Changeover (ex GST)</b>	\$ <b>130,480.00</b>

*Comments: Seemed under engineered at demonstration, hydraulic hoses not guarded very well and could get caught on trees and branches.*

The Shire has recently seen a demonstration from the JCB 3CX, and the CASE 580ST, therefore it is recommended that Komatsu be offered the opportunity to demonstrate the WB97R-5 before a final decision is made.



## 10.5.TOWN PLANNING SCHEME NO 1 REVIEW

<b>Proponent</b>	Shire of Woodanilling
<b>Owner</b>	N/A
<b>Location/Address</b>	Whole of Shire
<b>Author of Report</b>	B Knight
<b>Date of Meeting</b>	
<b>Previous Reports</b>	August 2015 & 2017
<b>Disclosure of any Interest</b>	None
<b>File Reference</b>	
<b>Attachments</b>	None

### BRIEF SUMMARY

To consider the statutory review of Town Planning Scheme No 1 and preparation of a Local Planning Strategy.

### BACKGROUND

The Planning and Development (Local Planning Schemes) Regulations 2015 commenced operation from 19 October 2015. The Regulations require that a planning scheme is to be reviewed six months of the anniversary of its gazettal in 2017. As Town Planning Scheme No 1 was gazetted on the 8th July 2005, the review was due by the 8th January 2018. The Department of Planning Lands and Heritage has not been rigid in relation to this given that most Council schemes are affected. The Department has now written to Council to remind it of the need to progress the review process.

At its Meeting in August 2017 the Council considered the review process and resolved:

- 1) That Council directs the CEO to liaise with the Department of Planning to clarify issues associated with the updating of the Scheme to include the Deemed Provisions; consolidating the Scheme and advertising; the Scheme review and likely requirements for the preparation of a Local Planning Strategy.
- 2) That the Council directs the CEO to commence the Scheme review process in order to ensure that this is considered by Council prior to January 2018 and that further reports be presented in conjunction with (1) above.

The review has not been expedited because of the review of the planning system by the Minister announcements of further revisions to the Regulations which have not been gazetted.

### STATUTORY/LEGAL IMPLICATIONS

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015

Within 90 days of receiving the Planning Scheme review report, the Commission must:

- (a) decide whether the Commission agrees or disagrees with the recommendations in the report; and
- (b) notify the local government which prepared the report of the Commission's decision.

After receiving notification of the Commission's decision on a report of a review of a local planning scheme the local government must —

- (a) publish the report and notice of the Commission's decision on the website of the local government or in any other manner approved by the Commission; and
- (b) make the report and notice of the Commission's decision available for inspection at the office of the local government.

### POLICY IMPLICATIONS

Existing Local Planning Policies will not be affected.

### FINANCIAL IMPLICATIONS

Potential significant costs depending upon the decision of the Planning Commission to:

- Require that a new planning scheme be prepared;
- Require that a new Local Planning Strategy be prepared even if no new scheme is required; or
- Allow progressive updating of the Scheme.

While the magnitude of the costs might be mitigated by not having any new development areas, all schemes go through the same consultation and advertising process. The majority of the costs relates to the time required to undertake this.

In the event that new development areas are proposed then these must be justified both strategically and also in terms of their physical capability and suitability. This would normally require detailed specialist investigations even at a broad strategic level; including flora, fauna, land capability, district or urban water management strategy; bushfire hazard assessments; and servicing.

### **STRATEGIC IMPLICATIONS**

Potential revision of the Local Planning Strategy

### **CONSULTATION/COMMUNICATION**

- Department of Planning Lands and Heritage
- Department of Water and Environmental Regulation

### **COMMENT**

#### Scheme Review

The Planning Scheme review report is to consider whether the local planning scheme is up-to-date and it is to include:

- the date the local planning scheme was gazetted;
- a list of amendments to the scheme including dates they were gazetted;
- when the scheme was last consolidated under Part 5 of the Act;
- an overview of subdivision and development activity, lot take up and population change in the scheme area since the scheme gazettal / last review; and
- details of any amendment to the scheme that have been undertaken to bring it into line with other legislation, region scheme or State planning policy (r. 64(2)).

The report must make recommendations as to —

- (a) whether the scheme —
  - (i) is satisfactory in its existing form; or
  - (ii) should be amended; or
  - (iii) should be repealed and a new scheme prepared in its place; and
- (b) whether the local planning strategy for the scheme —
  - (i) is satisfactory in its existing form; or
  - (ii) should be reviewed; or
  - (iii) should be repealed and a new strategy prepared in its place.

#### Scheme Explanatory Report (2005)

The preparation of Town Planning Scheme No 1 was supported by a scheme explanatory report. This provided an overview of the environment and land use including population. The environmental issues were summarised as:

The Wheatbelt of Western Australia has been cleared of vegetation for use for agricultural purposes in a continual trend since the beginning of European settlement. It is now feeling the repercussions of that clearing through increasing salinisation of soils, wind and water erosion, compaction from livestock and overgrazing. The natural

environment and the presence of naturally occurring flora and fauna have been altered to an unrecognisable state which has become a concern for the community within this zone, and the wider community at large. Whilst concern, conservation and maintenance of the environment is of paramount importance it should be recognised that the Wheatbelt is of significant economic importance in the State of Western Australia and therefore a balance must be found to ensure that the farmland of the Wheatbelt remains environmentally and economically sustainable into the future.

The land use issues were summarised as:

- a) The population of the Shire has been relatively static over the past twenty years with a slightly negative trend.
- b) The Woodanilling Townsite appears to have adequate land for most uses in the foreseeable future.
- c) Residential Codes (R-Codes) have been designated on the Scheme Maps to permit some subdivision.
- d) The commercial and Industrial areas of the town have some available space for expansion.
- e) The Shire has a large number of State reserves, vested for a broad range of purposes, which have been clearly marked on the Scheme Maps.
- f) The Boyerine Townsite is a gazetted and subdivided townsite that has never been developed. It is considered that this area should be zoned rural until such time as it is needed for development.
- g) Urban and rural Census statistics indicate that there has been a gradual depopulation and decline in agriculture which may be related to increasing salinity and increased agricultural mechanisation.
- h) The Woodanilling Town Centre is not directly accessible and is partly screened from the Great Southern Highway. There may be an opportunity of opening the town up and attracting passing trade.
- i) The land on the south-east corner of the Robinson Road and Great Southern Highway has been zoned Additional Use. This is to provide services to passing traffic and to encourage travellers to visit Woodanilling in the east.
- j) The potential impact of development on native vegetation.
- k) The potential impact of salinity on development.

Following community consultation, the following recommendations were made in relation to the preparation of the Scheme.

- 5.1 The Shire Council support the zoning of an Additional Use Zone on the south-eastern corner of the Robinson Road - Great Southern Highway intersection to allow for the development of this site for further tourist activities including for passing motorists, including for a service station, shop and or restaurant.
- 5.2 The Shire Council support the zoning of remnant bushland in the town for rural purposes and the inclusion of the existing lots over one hectare in area in the Woodanilling Townsite in the Local Rural Zone, incorporating zoning provisions to minimise the impact of development on remnant vegetation and to provide for revegetation.
- 5.3 The Shire Council support low density residential codes (R-Codes) in the Woodanilling townsite to help preserve the rural character.
- 5.4 The Shire Council give full support to all the land management projects in the Shire in order to reduce the negative effects of salinisation.
- 5.5 The Shire Council support the zoning of the Boyerine townsite as rural.

While a number of these issues are still relevant others were addressed in the preparation of the Scheme and others no longer apply. Hence the Scheme Explanatory Report has little relevance to the present administration of the Scheme.



### Local Planning Strategy

The first issue is the relationship between the Town Planning Scheme and Local Planning Strategy. The Local Planning Strategy sets out the long-term planning directions for the Scheme area. It provides the justification for the zones and provisions within the Town Planning Scheme.

Local planning strategies contain the strategic plan and policy context of a local planning scheme. They set out the general aims, intentions and desired outcomes for long-term growth and change, having regard to social, economic and environmental factors. Local planning strategies provide direction as to the circumstances in which particular land uses and development should be planned. Of particular importance is the need to ensure there is sufficient infrastructure in a locality to accommodate managed growth. An assessment of the capacity of infrastructure such as water, sewerage, electricity and roads is usually considered in a local planning strategy. Local government may also identify residential densities and commercial centres in its local planning strategy.

The development of a new Local Planning Strategy must be done in consultation with the community and relevant government agencies. Typically, the agencies will seek to promote their own initiatives which then have to be addressed even if they are not relevant to the Shire. These may include sustainability objectives, water wise measures, environmental health improvements, conservation measures, landcare etc.

In relation to the scheme review it is noted that:

- a) There is no Local Planning Strategy for the Shire;
- b) A Local Planning Strategy is critical when any review of the Scheme proposes new development areas; and
- c) Any new Planning Scheme must be accompanied by a Local Planning Strategy.

### Model Scheme Text

The Model Scheme Text is a set of standardised scheme provisions which Councils have been required to have regard to whenever they amend the Local Planning Scheme. These provisions have been updated with the introduction of the Regulations. Modifications from the model scheme provisions are to be by exception and require to be justified.

When the Scheme is reviewed or updated Council will be expected to include the new Model Scheme Text so as to achieve greater consistency in all schemes across the State.

The Scheme presently does not comply with the Model Scheme Text provisions and this will have a major impact on the Scheme including the zone names.

### Deemed Provisions

The Schedule 2 Part 1 of the Regulations contain the uniform provisions which apply to all Planning Schemes in the State. These are referred to as the "Deemed Provisions" and they address:

- Terms used in the scheme;
- Local planning framework and planning policies;
- Heritage protection;
- Structure plans;
- Activity centre plans;
- Local development plans;
- Requirements for development approval;
- Applications for development approval;
- Procedure for dealing with applications;
- Bushfire risk management; and
- Enforcement and administration.

The Deemed Provisions are separate and different to the Model Scheme Text. Any amendment to the Scheme must have regard to the Model Scheme Text while the Deemed Provisions apply automatically.

Proposed Amendment No 3 will update the Scheme to reflect the Deemed Provisions which will assist in arguing that a new Scheme is not required.

#### Development activity and issues

There is a low level of development within the Shire which has been satisfactorily managed under the current scheme provisions. Specific development issues have included:

- Development of lots with no constructed or gazetted road access;
- Lots potentially unsuitable for development due to restricted access, flooding and an extreme bushfire hazard level;
- Future of UCL lots which are zoned 'residential';
- No defined buffer for the tip which would encroach on to Local Rural zoned lots;
- Lack of industrial land;
- Beaufort River paleochannel;
- Relocated and repurposed buildings;
- Sheds on vacant residential or local rural land;
- Storage of unsightly material, vehicles on residential or local land;
- Use of residential land for rural pursuit activities; and
- Little or no requests for home occupation.

As a reflection of the above Council has adopted a number of Local Planning Policies to assist in the administration of the Scheme being:

- ❖ LPP 1 - Permitted Uses;
- ❖ LPP 2 - Sheds / Outbuildings;
- ❖ LPP 3 - Sea Containers;
- ❖ LPP 4 - Minor & Ancillary Uses; and
- ❖ LPP 5 - Bushfire Planning and Development.

Other issues which may not directly relate to town planning but have implications for the scheme include:

- Temporary accommodation and use of shed for accommodation;
- Nuisance local laws and animal keeping;
- Dog local laws; and
- Telecommunications black spot - no NBB.

#### Population

There has not been any substantial increase in population from 399 persons in the 2006 Census to 409 persons in the 2016 Census. The total number of dwellings was in 2006 was 185 and this increased to 192 in 2016.

There are approximately 80 vacant lots in the Local Rural zone with nearly half of these being part of adjacent farming properties. There are approximately 40 vacant lots in the Residential zone with 20 of these being Unallocated Crown Land.

#### Scheme performance

Given that Town Planning Scheme No 1 is now 13 years old and that there have been significant changes in planning scheme provisions it is likely that Council will have to prepare a new Scheme. A mitigating factor is the low level of development within the Shire and no significant issues have arisen which required amendment to the Scheme. The existing amendments to the scheme are:

- Amendment No 1 which introduced Rural Home Businesses in parts of the residential zone subject to additional conditions. These provisions have not had any major use since the gazettal of the amendment in 2012.
- Amendment No 2 which introduced an enabling provision into the Scheme to allow a Local Planning Policy to define minor works on land which do not need a development approval. This provision is now contained in the Deemed Provisions.
- Amendment No 3 will ensure that the Scheme Text is up to date and consistent with the Regulations.

A subsequent omnibus amendment can be prepared to bring the Scheme in closer alignment to the Model Scheme text. This is a text amendment and the scheme maps / zoning of land would not be affected.

The absence of a Local Planning Strategy is a deficiency of the local planning framework which needs to be addressed so as to provide improved clarity for Council and the community.

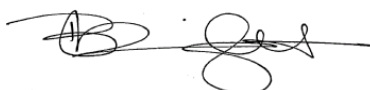
### **VOTING REQUIREMENTS**

Simple Majority

#### **OFFICER'S RECOMMENDATION – ITEM 10.5. TOWN PLANNING SCHEME NO 1 REVIEW**

1. That Council instructs the CEO to advise the Western Australian Planning Commission that the current Town Planning Scheme is considered to be operating satisfactorily given the low level of development within the municipality. The preparation of a new Planning Scheme is not considered to be warranted especially as Council has prepared Amendment No 3 to the Scheme to update the Scheme Text to reflect the Deemed Provisions. A further omnibus amendment can be prepared to bring the Scheme Text into closer alignment with the Model Scheme Text.
2. That Council instructs the CEO to advise the Western Australian Planning Commission that it recognises the need for a Local Planning Strategy for the municipality and that the previous Scheme Explanatory Report is not adequate.
3. That Council resolve pursuant to Regulation 11(1) prepare a Local Planning Strategy for the whole of the municipality.
4. That the CEO prepare a separate report be presented to Council on the process, issues, timing and cost for the preparation of the Local Planning Strategy.

### **AUTHORS SIGNATURE**

A handwritten signature in black ink, appearing to be 'AB. [unclear]', written over a horizontal line.



## 10.6.TPS 1 - AMENDMENT 3 DEEMED PROVISIONS

<b>Proponent</b>	Shire of Woodanilling
<b>Owner</b>	N/A
<b>Location/Address</b>	Whole of Shire
<b>Author of Report</b>	B Knight
<b>Date of Meeting</b>	
<b>Previous Reports</b>	August 2015; June 2017
<b>Disclosure of any Interest</b>	None
<b>File Reference</b>	
<b>Attachments</b>	Amendment No 3

### BRIEF SUMMARY

To consider Amendment No 3 to Town Planning Scheme No 1. The Amendment proposes to revise the Planning Scheme in order to reflect the “Deemed Provisions” which now apply to all Planning Schemes.

### BACKGROUND

The Planning and Development (Local Planning Schemes) Regulations 2015 commenced operation from 19 October 2015. The Regulations Schedule 2 Part 1 contain the “Deemed Provisions” which apply to all Planning Schemes in the State. Consequently, the following sections of Town Planning Scheme No 1 no longer apply:

- Part 2 Local Planning Policy Framework;
- Part 7 Heritage Protection;
- Part 8 Development of Land;
- Part 9 Applications for Planning Approval;
- Part 10 Procedure for Dealing with Applications;
- Part 11 Enforcement and Administration;
- Schedule 1 - General Definitions;
- Schedule 6 Form of application for planning approval’
- Schedule 7 Additional information for advertisements;
- Schedule 8 Notice of public advertisement of planning approval; and
- Schedule 9 Notice of determination on application for planning approval.

The Deemed Provisions have also updated numerous references and terminology.

### STATUTORY/LEGAL IMPLICATIONS

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015

The regulations now provide for three different types of Scheme Amendment being basic, standard and complex.

- Basic - a basic amendment is a largely administrative process and will not require advertising prior to a final decision by the Minister. The WAPC has 42 days to consider a basic amendment and provide a recommendation to the Minister.
- Standard - a standard amendment is the default amendment process for scheme amendments. WAPC consideration of the amendment prior to the local government advertising the proposal is not required. The Commission has 60 days to consider a standard amendment and provide a recommendation to the Minister.
- Complex - the complex amendment process is similar to the previous amendment process under the Town Planning Regulations 1967 and the scheme preparation process. The WAPC must be satisfied that a complex amendment is suitable for advertising prior to the amendment being advertised. The WAPC has 90 days to consider a complex amendment and provide a recommendation to the Minister.

The proposed Amendment to the Scheme to reflect the Deemed Provisions is a basic amendment.

#### **POLICY IMPLICATIONS**

Existing Local Planning Policies will not be affected.

#### **FINANCIAL IMPLICATIONS**

No significant costs.

#### **STRATEGIC IMPLICATIONS**

None

#### **CONSULTATION/COMMUNICATION**

- Department of Planning Lands and Heritage.

#### **COMMENT**

The conversion of the Scheme Text is an administrative function and the amendment is not required to be advertised. As Town Planning Scheme No 1 is a public document it is important that it reflects the current development provisions which apply within the municipality.

As part of the statutory Scheme Review (see separate report) the Minister may direct that a new Scheme Text be prepared which would then reflect the Model Scheme Text and the Deemed Provisions.

The Amendment has been prepared on the assumption that a new Scheme will not be required because of the low growth and development pressures within the municipality.

#### **VOTING REQUIREMENTS**

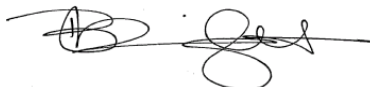
Simple Majority

#### **OFFICER'S RECOMMENDATION – ITEM 10.6.      TPS 1 - AMENDMENT 3 DEEMED PROVISIONS**

That Council, in pursuance of Section 75 of the Planning and Development Act 2005:

- a) Resolves to amend the above local planning scheme by:
  - Deleting provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations; and inserting new and amended provisions to reflect the application and reference to the deemed provisions.
  - Inserting Schedule A Supplemental Provisions;
  - Correcting and updating references and terminology in accordance with the provisions of the Planning and Development Act 2005; and
  - Renumbering the remaining Scheme provisions and Schedules sequentially and updating any cross referencing to the new clause numbers as required.
- b) Resolve, pursuant to the Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations), that Amendment 3 is a basic amendment in accordance with r.34(c) of the Regulations as it proposes to amend the Scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations;
- c) That in accordance with Section 81 of the Planning and Development Act 2005, the Amendment shall be referred to the Environmental Protection Authority for examination and assessment.
- d) That pursuant to Section 75 of the Planning and Development Act 2005 and Regulation 17 Council resolves to adopt Amendment No 2 for final approval.
- e) That Amendment 3 be submitted to the Western Australian Planning Commission pursuant to Regulation 58.

#### **AUTHORS SIGNATURE**



**ATTACHMENT 1****SHIRE OF WOODANILLING TOWN PLANNING SCHEME NO 1****AMENDMENT NO 3**

1. Deleting the following clauses from the Scheme Text, as they have been superseded by the deemed provisions set out in Schedule 2 of the Planning and Development (Local Planning Scheme) Regulations 2015
  - Part 2 Local Planning Policy Framework;
  - Part 7 Heritage Protection;
  - Part 8 Development of Land;
  - Part 9 Applications for Planning Approval;
  - Part 10 Procedure for Dealing with Applications;
  - Part 11 Enforcement and Administration;
  - Schedule 1 - General Definitions;
  - Schedule 6 Form of application for planning approval'
  - Schedule 7 Additional information for advertisements;
  - Schedule 8 Notice of public advertisement of planning approval;
  - Schedule 9 Notice of determination on application for planning approval.
2. Replace the following terms within the Scheme Text -
  - 'Application for Planning Consent' to be replaced with 'Application for Development Approval'.
  - 'Council' to be replaced with 'Local Government'.
  - 'Planning Approval' to be replaced with 'Development Approval'.
  - 'Residential Planning Codes' to be replaced with 'R-Codes'.
  - 'Town Planning Act' to be replaced with 'Planning and Development Act'.
3. Replace references within the Scheme Text as follows:
  - Clause 3.3.1 replace "Clause 8.2(g)" with "clause 61 of the deemed provisions".
  - Clause 3.3.1 replace "Part 9 of the Scheme" with "Part 8 of the deemed provisions".
  - Clause 3.2.2(a) replace "clause 10.2" with "clause 67 of the deemed provisions";
  - Clause 4.3.2 'A' replace "clause 9.4" with "clause 64 of the deemed provisions".
  - Clause 4.3.3 Note 3 replace "clause 10.2" with "clause 67 of the deemed provisions".
  - Clause 4.4.2(b) replace "clause 9.4" with "clause 64 of the deemed provisions".
  - Clause 4.8(c) replace "clause 11.2.1" with "clause 80(1) of the deemed provisions",
  - Clause 4.9.2 replace "clause 9.4" with "clause 64 of the deemed provisions".
  - Clause 5.5.2(a) replace "clause 9.4" with "clause 64 of the deemed provisions".
  - Clause 5.5.3(a) replace "clause 10.2" with "clause 67 of the deemed provisions".
  - Clause 5.11.1 replace "clause 4.2" with "clause 3.2"
  - Clause 5.12.1 replace "clause 4.2" with "clause 3.2"
4. In clause 1.4 add  
(c) the deemed provisions (set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2)
5. In Clause 1.5 replace sub paragraph (g) with -  
"address other matters referred to in Schedule 7 of the Act."
6. Inserting Schedule A and the following provisions into Schedule A – Supplemental Provisions:  
Clause 61(1)  
(k) the carrying out of any works on Reserved land owned or vested in a public authority if the land is used-
  - (i) For the purpose for which is reserved under the Scheme;
  - (ii) For any purpose for which it was lawfully used before the coming into force of the Scheme;



- (iii) For any purpose for which the land may be lawfully used by the public authority including:
    - Works for the purpose of or in connection with the supply of water, electricity, gas, or the drainage treatment of waste, water or sewerage; and
    - Works on land reserved for Railway Purposes connected with a railway.
  - (l) the carrying out of works urgently necessary for public safety or for the safety of plant or equipment or for the maintenance of essential services.
  - (m) the carrying out of any other works as specified in Local Planning Policy 4 "Minor and Ancillary Development" pursuant to clauses 61(1)(i) and 61(2)(e).
  - (n) the erection or installation of a sign or advertisement of a class specified in Schedule 5 of this Scheme that applies in respect of the sign unless the sign is to be erected or installed -
    - (i) on a place included on a heritage list prepared in accordance with this Scheme; or
    - (ii) on land located within an area designated under this Scheme as a heritage area.
  - (o) the erection or extension of a single house on a lot if a single house in the Regional Rural zone (where the R Codes do not apply), where the development standards set out in the scheme (including boundary setbacks) are satisfied, unless the development is located in a place that is:
    - (i) entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or
    - (ii) the subject of an order under the Heritage of Western Australia Act 1990 Part 6; or
    - (iii) included on a heritage list prepared in accordance with this Scheme; or
    - (iv) within an area designated under the Scheme as a heritage area; or
    - (v) the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29; or
    - (vi) a relocated dwelling; or
    - (vii) on a lot abutting an unconstructed road or with no gazetted road access.
7. In Schedule 1 - Land Use Definitions updating the references to Acts as follows:
- In "betting agency" replace "Totalisator Agency Board Betting Act 1960" with "Racing and Wagering Western Australia Act 2003;"
  - Replace the definition of "child care premises" with "means premises where —
    - (a) an education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1), other than a family day care service as defined in that section, is provided; or
    - (b) a child care service as defined in the Child Care Services Act 2007 section 4 is provided;"
  - Replace the definition of "family day care" with "means premises where a family day care service as defined in the *Education and Care Services National Law (Western Australia)* is provided;
  - Replace the definition of "plantation" with has the same meaning as in *the Code of Practice for Timber Plantations in Western Australia (Second Edition 2014)* published by the Forest Industries Federation (WA) Inc.
  - Replace the definition of "restricted premises" with "means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of —
    - (a) publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth);
    - (b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity;
    - (c) smoking-related implements;
8. Renumber the remaining Scheme provisions and Schedules sequentially and update any cross referencing to the new clause numbers as required.

**11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED****11.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD - 18/09/2018 – 16/10/2018**

Cr Douglas Effective Community Leadership

Cr Young 4WDL Meeting – 09/10/2018

**12. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL****13.1.COUNCILLORS AND /OR OFFICERS**

## 14. ITEMS FOR DISCUSSION

### 14.1. BLACK SPOT APPLICATION – ROBINSON ROAD/GREAT SOUTHERN HIGHWAY INTERSECTION

<b>Proponent</b>	Shire of Woodanilling
<b>Author of Report</b>	Belinda Knight, CEO
<b>Date of Meeting</b>	16/10/2018
<b>Previous Reports</b>	Various
<b>Disclosure of any Interest</b>	Nil
<b>File Reference</b>	12.1.7
<b>Attachments</b>	Project Design

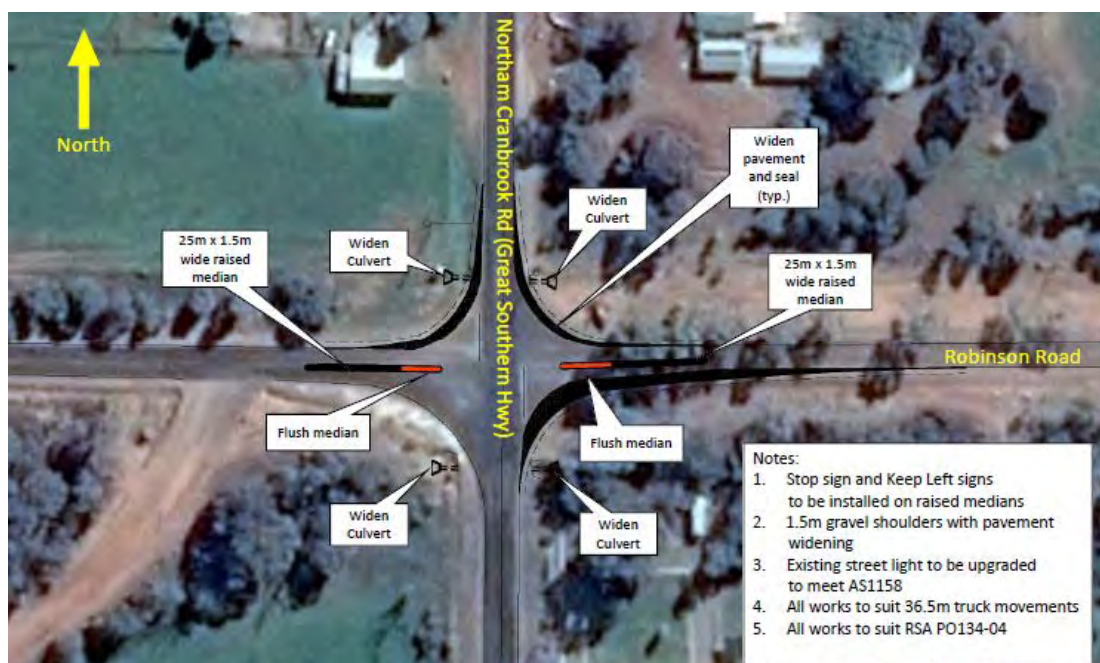
#### BRIEF SUMMARY

To advise Council that a funding application has been submitted to Main Roads for the modification of Robinson Road/Great Southern Highway intersection to render it suitable for RAV traffic in all directions.

#### FINANCIAL IMPLICATIONS

The estimate cost of the project is \$257,683 (ex-GST). Available funding is \$106,663 (total project \$160,000). Any funds exceeding \$160,000 will be at Council's expense, however summary does include such items as administration, insurances, traffic management and other internal costs which will bring costs back to the total project ball park.

<b>SUMMARY</b>			
<b>Northam Cranbrook Road intersection with Robinson Road State Blackspot Project Submission</b>			<b>Value</b>
<b>SUMMARY</b>			
SCHEDULE No. 1 - GENERAL ITEMS			\$105,500.00
SCHEDULE No. 2 - ROADWORKS			\$133,095.81
SERIES 300 - EARTHWORKS		\$43,874.24	
SERIES 400 - DRAINAGE		\$19,509.95	
SERIES 500 - PAVEMENT & SURFACING		\$26,711.62	
SERIES 600 - TRAFFIC FACILITIES		\$13,000.00	
SERIES 900 - MISCELLANEOUS		\$30,000.00	
GST EXCLUSIVE AMOUNT			\$238,595.81
Admin - 8%			\$19,087.66
SUB-TOTAL			\$257,683.47
ESTIMATED GST PAYABLE			\$25,768.35
<b>TOTAL OF TENDER</b>			<b>\$283,451.82</b>





## 15. INFORMATION ITEMS

### 15.1.ADOPTION OF INFORMATION REPORTS

#### **RECOMMENDATION – INFORMATION REPORT 18/10/2018**

That Council endorses the information contained in the following information reports.

### 15.2.WWLZ INFORMATION REPORT

#### **GLOSSARY**

BBG	- Blackwood Basin Group
DoW	- Department of Water
NLP	- National Landcare Programme
SWCC	- South West Catchments Council
SCNRM	- South Coast Natural Resource Management

#### **MANAGEMENT COMMITTEE MEETING**

Last Meeting: 6 Aug 2018 - Next Meeting: 17 Oct 2018

#### **ZONE COMMITTEE**

Last Meeting: 11 Nov 2017 - Next Meeting: 11 Oct 2018

#### **LANDCARE COORDINATION FUNDING 2018 / 2019**

- EOI to SWCC for 2018 release of federal funding – SWCC has responded. We are one of very few organisations being offered projects within the new commercial format the federal government has instigated. Details of the project are still under wrap until agreement from federal govt has been released to us. But project is focussed on agricultural productivity through research.
- Currently working on this SWCC project despite it not being officially signed off as there are elements of it that are time critical with seasonal activities.

#### **STRATEGIC PLANNING**

- Procedures manual to be drawn up with the conclusion of the capability grant project.

#### **CATCHMENT/COMMUNITY DEVELOPMENT**

- Currently working with Shire of Woodanilling ranger on improving mosquito management strategies to ensure we are doing all we can to manage them.
- Further development with new information boards at the Woodanilling pavilion – add further local fauna information to rear of phascogale info.

#### **EVENTS**

- Wildflower walk scheduled for 7<sup>th</sup> October in Woodanilling.
- Rabbit control calici virus workshop 29<sup>th</sup> Sept in Wagin. – Event was very successful. Had 19 participants with 16 vials of calici virus distributed which will be released later in spring. Feedback was very positive from participants. Included Alpha Pest Management in this workshop which added a further level of advice from what we at WWLZ were able to offer, so all attending know their legal requirements with follow up control measures.

#### **CURRENT/ONGOING PROJECTS:**

#### **STATE NRM – CAPABILITY GRANT – STRONGER LANDSCAPES FOR THE FUTURE IN WAGIN & WOODANILLING - \$120,000**

- Wildflower walk to be completed 7<sup>th</sup> October. Last remaining event for this project.
- Have employed Kerryn Ewen to complete the remaining tasks within this project including the procedures and policies for WWLZ.
- Kerryn will be retained after the completion of project activities to undertake the book keeping role for the organisation as she has significant financial experience.

- Project completion date has been extended to Feb 28 2019 to accommodate the time taken to source new employee.

**STATE NRM – REVITALISING RESERVES IN WAGIN - \$15,101**

- Curtain Uni Volunteers team came and planted over 7000 trees in 2 reserves.
- Rubbish has been removed.
- Chemical orders for weed works once weather permits this will begin
- Educational signage still to be developed for reserves indicating effects of rubbish dumping.

**STATE NRM – RESTORING MT LATHAM - \$10,600**

- Spraying completed at site.

**SCNRM – WEST AUSTRALIA RABBIT CONTROL & AWARENESS PROGRAM - \$11,187.58**

- Rabbit workshops are now completed. Have distributed over 30 vials of virus to communities in and around the WWZ coverage zone including Boyup Brook, Kojonup, Williams, Tambellup
- Likely to include some of this funding to support a spring fox/rabbit shoot so long as shooters can also include rabbits as a main target- looking to do as a friendly competition between Wagin & Woodanilling as a memorial fox shoot for Darren Smith, who took part in shoots regularly even throughout his illness. Working with local community members to get this up and running.

**APPLICATION SUBMITTED**

- State NRM Grant Large submitted, approx. \$153,000 – fencing, revegetation, pig research (further reports of sightings, tracks etc) and bridal creeper
- State NRM Grants Large cooperative grant (Shire of Kent, Katanning Landcare, Dumbleyung Landcare, Kojonup Landcare, Gillamii, North Stirlings Pallinup NRM) - \$93,303 – Agricultural project - Soil degradation recovery – Regenerative agriculture potential across shires – water ways protection strategies.
- State NRM Grants Small – approx. \$19 000 - Wagin Lake improvements – Bird hide, car park, educational signage.

### 15.3.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/07/2016 – 30/09/2018

**SHIRE OF WOODANILLING**  
**STATEMENT OF BUDGET REVIEW**  
**(NATURE OR TYPE)**  
**FOR THE PERIOD ENDED 30TH SEPTEMBER 2018**

Note	Budget v Actual		Predicted		
	Annual Budget (a)	YTD Actual (b)	Proportional Budget (c)	Budget Amendments (d)	Year End (a)+(c)+(d)
	\$	\$	\$	\$	\$
<b>OPERATING ACTIVITIES</b>					
Net current assets at start of financial year surplus/(deficit)	1,227,678	1,227,678	0	0	1,227,678
<b>Revenue from operating activities (excluding rates)</b>					
Operating grants, subsidies and contributions	2,701,435	621,825	675,359	0	2,701,435
Profit on asset disposals 4.1.1	0	0	0	0	0
Fees and charges 4.1.2	350,235	87,838	87,559	0	350,235
Interest earnings 4.1.7	17,400	1,291	4,350	0	17,400
Other revenue 4.1.8	600	1,522,061	150	0	600
	3,069,670	2,233,015	767,418	0	3,069,670
<b>Expenditure from operating activities</b>					
Employee costs 4.2.1	(1,071,875)	(284,184)	(267,969)	0	(1,071,875)
Materials and contracts	(2,720,270)	(551,699)	(680,068)	0	(2,720,270)
Utility charges 4.2.3	(41,175)	(11,416)	(10,294)	0	(41,175)
Depreciation on non-current assets	(972,390)	0	(243,098)	0	(972,390)
Insurance expenses	(69,335)	(51,441)	(17,334)	0	(69,335)
Loss on asset disposals 4.2.6	0	0	0	0	0
Other expenditure 4.2.7	(148,975)	(35,724)	(37,244)	0	(148,975)
	(5,024,020)	(934,463)	(1,256,005)	0	(5,024,020)
<b>Operating activities excluded from budget</b>					
Depreciation on assets	972,390	0	243,098	0	972,390
(Profit)/loss on asset disposal 4.4.3	0	0	0	0	0
Adjust provisions and accruals	0	0	0	0	0
<b>Amount attributable to operating activities</b>	<b>245,718</b>	<b>2,526,230</b>	<b>(245,490)</b>	<b>0</b>	<b>245,718</b>
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions 4.1.3	259,200	0	64,800	0	259,200
Purchase land and buildings	0	0	0	0	0
Purchase property, plant and equipment	(311,835)	0	(77,959)	0	(311,835)
Purchase furniture and equipment	0	0	0	0	0
Purchase and construction of infrastructure-roads	(328,622)	(13,750)	(82,156)	0	(328,622)
Purchase and construction of infrastructure-other	0	0	0	0	0
Proceeds from disposal of assets	39,370	0	9,843	0	39,370
<b>Amount attributable to investing activities</b>	<b>(341,887)</b>	<b>(13,750)</b>	<b>(85,472)</b>	<b>0</b>	<b>(341,887)</b>
<b>FINANCING ACTIVITIES</b>					
assets) 9	107,800	107,800	107,800	0	107,800
Transfers to cash backed reserves (restricted assets) 9	(806,738)	0	0	0	(806,738)
<b>Amount attributable to financing activities</b>	<b>(698,938)</b>	<b>107,800</b>	<b>107,800</b>	<b>0</b>	<b>(698,938)</b>
<b>Budget deficiency before general rates</b>	<b>(795,107)</b>	<b>2,620,280</b>		<b>0</b>	<b>(795,107)</b>
<b>Estimated amount to be raised from general rates</b>	<b>745,915</b>	<b>766,302</b>			<b>745,915</b>
<b>Closing funding surplus(deficit)</b> 2	<b>(49,192)</b>	<b>3,386,582</b>	<b>0</b>	<b>0</b>	<b>(49,192)</b>



**SHIRE OF WOODANILLING  
STATEMENT OF BUDGET REVIEW  
(STATUTORY REPORTING PROGRAM)  
FOR THE PERIOD ENDED 30TH SEPTEMBER 2018**

	Budget v Actual		Predicted			Material Variance
	Adopted	YTD	Proportional	Budget	Year End	
	Annual Budget (a)	Actual (b)	Budget (c)	Amendments (d)	(a)+(c)+(d)	
Note						
	\$	\$	\$	\$	\$	
<b>OPERATING ACTIVITIES</b>						
Net current assets at start of financial year surplus/(deficit)	1,227,678	1,227,678	0	0	1,227,678	
<b>Revenue from operating activities (excluding rates)</b>						
Governance	11,700	503	2,925	0	11,700	
General purpose funding	417,915	1,602,352	104,479	0	417,915	
Law , order, public safety	231,175	136,437	57,794	0	231,175	
Health	725	0	181	0	725	
Education and welfare	91,920	21,829	22,980	0	91,920	
Housing	30,340	2,952	7,585	0	30,340	
Community amenities	32,850	27,337	8,213	0	32,850	
Recreation and culture	1,100	848	275	0	1,100	
Transport	2,185,445	409,332	546,361	0	2,185,445	
Economic services	22,500	12,419	5,625	0	22,500	
Other property and services	44,000	19,005	11,000	0	44,000	
	3,069,670	2,233,015	767,418	0	3,069,670	
<b>Expenditure from operating activities</b>						
Governance	(208,225)	(49,535)	(52,056)	0	(208,225)	
General purpose funding	(19,700)	(2,967)	(4,925)	0	(19,700)	
Law , order, public safety	(324,315)	(20,270)	(81,079)	0	(324,315)	
Health	(37,900)	(12,526)	(9,475)	0	(37,900)	
Education and welfare	(43,180)	(2,272)	(10,795)	0	(43,180)	
Housing	(93,875)	(17,315)	(23,469)	0	(93,875)	
Community amenities	(137,985)	(30,239)	(34,496)	0	(137,985)	
Recreation and culture	(141,850)	(35,502)	(35,463)	0	(141,850)	
Transport	(3,930,590)	(730,466)	(982,648)	0	(3,930,590)	
Economic services	(44,200)	(12,461)	(11,050)	0	(44,200)	
Other property and services	(42,200)	(20,910)	(10,550)	0	(42,200)	
	(5,024,020)	(934,463)	(1,256,005)	0	(5,024,020)	
<b>Operating activities excluded from budget</b>						
Depreciation on assets	972,390	0	243,098	0	972,390	
Adjust (Profit)/Loss on Asset Disposal	0	0	0	0	0	
Adjust Provisions and Accruals	0	0	0	0	0	
<b>Amount attributable to operating activities</b>	245,718	2,526,230	(245,490)	0	245,718	
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	259,200	0	64,800	0	259,200	
Purchase land held for resale	0	0	0	0	0	
Purchase land and buildings	0	0	0	0	0	
Purchase plant and equipment	(311,835)	0	(77,959)	0	(311,835)	
Purchase furniture and equipment	0	0	0	0	0	
Purchase and construction of infrastructure - roads	(328,622)	(13,750)	(82,156)	0	(328,622)	
Purchase and construction of infrastructure - other	0	0	0	0	0	
Proceeds from disposal of assets	39,370	0	9,843	0	39,370	
<b>Amount attributable to investing activities</b>	(341,887)	(13,750)	(85,472)	0	(341,887)	
<b>FINANCING ACTIVITIES</b>						
Transfers to cash backed reserves (restricted assets)	9 (806,738)	0	0	0	(806,738)	
Transfers from cash backed reserves (restricted assets)	9 107,800	107,800	107,800	0	107,800	
<b>Amount attributable to financing activities</b>			107,800	0	(698,938)	
<b>Budget deficiency before general rates</b>				0	(795,107)	
<b>Estimated amount to be raised from general rates</b>					745,915	
<b>Closing Funding Surplus(Deficit)</b>	2 (49,192)	3,386,582	0	0	(49,192)	

## COMMENTS

### Revenue from operating activities (excluding rates)

Governance	
General purpose funding	Quarter 1 Grants Commission paid
Law , order, public safety	50% MAF funding paid
Health	
Education and welfare	
Housing	
Community amenities	Rubbish Rates
Recreation and culture	
Transport	Wind back on WANDRRA income
Economic services	
Other property and services	PWO & POC

### Expenditure from operating activities

Governance	
General purpose funding	
Law , order, public safety	MAF Project yet to commence
Health	
Education and welfare	Depreciation yet to be allocated
Housing	Depreciation yet to be allocated
Community amenities	
Recreation and culture	
Transport	Depreciation yet to be allocated
Economic services	
Other property and services	PWO & POC

## MUNICIPAL ACCOUNT RECONCILIATION TO 30/09/2018

### Bank Statement

#### Summary:

G/L Account (as at Month End)  
10015000 Municipal Cash at Bank GEN

Statement No 175  
Statement Date 30/09/2018

Page 4 of 4

Opening Balance	1,413,666.58
Deposits	\$264,269.85
Payments	-175,340.93
Fees	-8,247.36
Adjustments	-54,226.46
Closing Balance	<b>1,440,121.68</b>

Opening Balance	1,419,827.74
<u>Reconciled Items</u>	
Deposits	266,243.63
Payments	-177,316.51
Fees	-8,247.36
Adjustments	-53,521.46
Closing Balance	1,446,986.04

The Bank Statement balances to the General Ledger

<u>Unreconciled Items</u>	
Deposits	961.95
Payments	-7,826.31
Fees	0.00
Adjustments	0.00
Unreconciled Closing Balance	-6,864.36
Total - To agree with GL	<b>1,440,121.68</b>

**15.4.OUTSTANDING RATES REPORTS – FOR THE PERIOD ENDING – 30/09/2018**

<b>OUTSTANDING RATES</b>	<b>30/09/2018</b>
<b>Description</b>	<b>Balance</b>
Rates	\$ 79,998.83
Legal charges	\$ 1,666.20
Penalty charges	\$ 7,715.63
Other Charges	\$ -
Instalment admin Fee	\$ 96.67
Instalment interest	\$ 114.57
Fire breaks	\$ 1,707.21
ESL Penalty	\$ 348.74
<b>Sub total</b>	<b>\$ 91,647.85</b>
Rubbish removal	\$ 5,365.02
<b>Sub total</b>	<b>\$ 5,365.02</b>
ESL	\$ 5,190.52
<b>Sub total</b>	<b>\$ 5,190.52</b>
Rates paid in advance	-\$ 6,285.07
<b>Sub total</b>	<b>-\$ 6,285.07</b>
<b>Grand total</b>	<b>\$ 95,918.32</b>

**SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER**

<b>Client #</b>	<b>Details</b>	<b>Amount</b>
46	Wongi Advertising	\$165.00
32	Standpipe water	\$200.20
115	Standpipe water	\$4.84
124	Private Works	\$200.00
90614	Standpipe charges	\$150.99
81	Aged housing reimbursement	\$29.43
90374	Standpipe Water charges	\$3.85
31	Private rental associated costs	\$15.13
20384	Block Slashing fees	\$621.39
79	WANDRA Funding	\$22,570.11
90498	Slashing & legal fees	\$2,342.15
47	Standpipe Water	\$47.52
9	Block Slashing as per firebreak notice	\$172.90
57	Planning Fee	\$939.68
36	Standpipe Water	\$17.50
805	Wongi Advertising	\$288.21
90545	Standpipe Water	\$3,086.30
	Under and overs	\$0.47
	<b>Total</b>	<b>\$30,855.67</b>

**TOTAL SUNDRY DEBTORS OUTSTANDING**

<b>30 Days and less</b>	<b>60 Days</b>	<b>90 days or greater</b>	<b>Total</b>
\$12,464.46	\$11.24	\$30,855.67	\$43,331.37



**15.5.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD – 01/09/2018 – 30/09/2018**

Chq/EFT	Date	Name	Description	
EFT3237	7/09/18	Dwanie Cooper		-\$170.00
	5/09/18	Rent Mechanic House		\$170.00
EFT3238	7/09/18	Premier Smash Repairs		-\$450.00
	21/08/18	Windscreen supply and install - Insurance claim		\$450.00
EFT3239	7/09/18	Great Southern Regional Committee A Smart Start		-\$800.00
	20/08/18	A Smart Start Contribution 2018/19		\$800.00
EFT3240	7/09/18	AECAA		-\$232.21
	22/08/18	Reverse camera to suit AX1488BT, Reverse camera		\$232.21
EFT3241	7/09/18	Wagin Panel & Paint		-\$600.00
	1/08/18	Insurance Excess		\$300.00
	6/09/18	Insurance Excess		\$300.00
EFT3242	7/09/18	The Woodanilling Tavern		-\$257.00
	28/08/18	Accommodation & Meals EHO 27/08/2018, 28/08/2018		\$257.00
EFT3243	7/09/18	Sandra Williamson		-\$735.00
	26/08/18	Cleaning contract		\$472.50
	2/09/18	Cleaning contract		\$262.50
EFT3244	7/09/18	QFH Multiparts		-\$195.93
	14/08/18	Hydraulic hose replacement as per quote #2366		\$195.93
EFT3245	7/09/18	Filters Plus WA		-\$66.88
	18/08/18	Filters		\$66.88
EFT3246	7/09/18	Austral Mercantile Collections		-\$111.00
	29/08/18	Field agent attend Byford Resident of J Duffield A281		\$111.00
EFT3247	7/09/18	Dallywater Consulting		-\$2,234.32
	30/08/18	Consultant EHO Services		\$2,234.32
EFT3248	7/09/18	Wayne Desmond Shackley		-\$1,730.75
	31/08/18	Rates refund for assessment A599		\$163.20
	30/08/18	Rates refund for assessment A167		\$293.25
	30/08/18	Rates refund for assessment A107		\$143.54
	30/08/18	Rates refund for assessment A625		\$182.86
	30/08/18	Rates refund for assessment A111		\$163.57
	30/08/18	Rates refund for assessment A108		\$784.33
EFT3249	7/09/18	Roundpool Farming Trust		-\$694.27
	30/08/18	Rates refund for assessment A290		\$122.79
	30/08/18	Rates refund for assessment A32		\$549.19
	30/08/18	Rates refund for assessment A182		\$22.29
EFT3250	7/09/18	Synergy		-\$1,950.05
	20/08/18	Loc 2771 Fowlers Rd 14/06/2018 - 16/08/2018		\$380.80
	15/08/18	Loc 18060 Robinson Rd 15/06/2018 - 10/08/2018		\$996.15
	3/09/18	Street lighting 25 Jul 2018 - 24 Aug 2018		\$573.10
EFT3251	7/09/18	Staff Lotto		-\$55.00
	5/09/18	Staff deductions		\$55.00
EFT3252	7/09/18	Cut-N-Cote		-\$5.58
	15/08/18	Reducing nipple 1/2 - 1/4"		\$5.58
EFT3253	7/09/18	JR & A Hersey		-\$2,486.00
	1/08/18	Bollards, Cones, Smoke on Road signs		\$2,486.00
EFT3254	7/09/18	Kleenheat Gas		-\$75.90
	1/08/18	Yearly Fees		\$75.90
EFT3255	7/09/18	Stewart & Heaton Clothing Co		-\$68.68
	10/07/18	Name badges BFB for volunteers		\$68.68
EFT3256	7/09/18	BOC Gases Australia		-\$116.33
	1/08/18	Acetylene size G bottle		\$91.91
	29/08/18	Oxygen, Acetylene, Argoshield, CO2		\$24.42
EFT3257	7/09/18	Digga-West Earthparts WA		-\$99.00

	20/08/18	Pivot pin suit heavy duty grapple bucket	\$99.00
<b>EFT3258</b>	<b>7/09/18</b>	<b>Great Southern Toyota</b>	<b>-\$95.62</b>
	14/08/18	Oil filter, Air filter, cab filter, gskt sump plug	\$95.62
<b>EFT3259</b>	<b>7/09/18</b>	<b>Hanson Construction Material</b>	<b>-\$6,004.08</b>
	14/08/18	10mm blue metal	\$4,004.00
	16/08/18	10mm blue metal	\$2,000.08
<b>EFT3260</b>	<b>7/09/18</b>	<b>Katanning McIntosh &amp; Son</b>	<b>-\$99.22</b>
	13/08/18	Hyd filter	\$99.22
<b>EFT3261</b>	<b>7/09/18</b>	<b>Staff Christmas Club</b>	<b>-\$347.00</b>
	5/09/18	Payroll Deductions	\$347.00
<b>EFT3262</b>	<b>7/09/18</b>	<b>RSPCA WA</b>	<b>-\$5.00</b>
	5/09/18	Payroll Deductions	\$5.00
<b>EFT3263</b>	<b>7/09/18</b>	<b>South West Isuzu</b>	<b>-\$1,080.60</b>
	6/08/18	FleetSeek Manual CD, FleetSeek Manual CD	\$1,080.60
<b>EFT3264</b>	<b>7/09/18</b>	<b>Ambrose Electrical Contracting</b>	<b>-\$364.00</b>
	28/08/18	Testing and Tagging	\$364.00
<b>EFT3265</b>	<b>7/09/18</b>	<b>T &amp; S Freight</b>	<b>-\$348.89</b>
	31/08/18	Freight	\$348.89
<b>EFT3266</b>	<b>14/09/18</b>	<b>Dwanie Cooper</b>	<b>-\$170.00</b>
	12/09/18	Rent Mechanic House	\$170.00
<b>EFT3267</b>	<b>14/09/18</b>	<b>Hempfield Small Motors</b>	<b>-\$114.60</b>
	1/08/18	Sprocket etc	\$114.60
<b>EFT3268</b>	<b>14/09/18</b>	<b>Katanning Stock &amp; Trading</b>	<b>-\$50.80</b>
	4/09/18	2 x 10 mm quick links for playground swing,	\$50.80
<b>EFT3269</b>	<b>14/09/18</b>	<b>Staff Lotto</b>	<b>-\$55.00</b>
	12/09/18	Payroll Deductions	\$55.00
<b>EFT3270</b>	<b>14/09/18</b>	<b>GSFS</b>	<b>-\$19,113.24</b>
	27/07/18	Bulk diesel	\$4,954.57
	16/07/18	Bulk diesel	\$6,899.90
	31/08/18	WO.0, WO.011, WO.022	\$1,507.53
	15/08/18	Bulk diesel	\$5,751.24
<b>EFT3271</b>	<b>14/09/18</b>	<b>Katanning Furnishings</b>	<b>-\$288.00</b>
	4/09/18	Block out blind Depot office window	\$288.00
<b>EFT3272</b>	<b>14/09/18</b>	<b>PCS</b>	<b>-\$595.00</b>
	28/08/18	Software support 17/08/2018 - 23/08/2018	\$170.00
	30/08/18	Daily monitoring Management fee	\$85.00
	6/09/18	Software support 27/08/18 - 04/09/18	\$340.00
<b>EFT3273</b>	<b>14/09/18</b>	<b>Department of Mines, Industry Regulation &amp; Safety</b>	<b>-\$58.45</b>
	31/07/18	BSL Levy return July 2018	\$58.45
<b>EFT3274</b>	<b>14/09/18</b>	<b>DFES</b>	<b>-\$9,077.40</b>
	21/08/18	2018/19 ESL quarterly payment	\$9,077.40
<b>EFT3275</b>	<b>14/09/18</b>	<b>Katanning McIntosh &amp; Son</b>	<b>-\$498.99</b>
	1/08/18	Service call out for Air con repairs	\$498.99
<b>EFT3276</b>	<b>14/09/18</b>	<b>Staff Christmas Club</b>	<b>-\$347.00</b>
	12/09/18	Payroll Deductions	\$347.00
<b>EFT3277</b>	<b>14/09/18</b>	<b>RSPCA WA</b>	<b>-\$5.00</b>
	12/09/18	Payroll Deductions	\$5.00
<b>EFT3278</b>	<b>14/09/18</b>	<b>Ambrose Electrical Contracting</b>	<b>-\$640.00</b>
	12/09/18	Repair and replacement of drive motor on air compressor	\$640.00
<b>EFT3279</b>	<b>21/09/18</b>	<b>Dwanie Cooper</b>	<b>-\$170.00</b>
	19/09/18	Rent Mechanic House	\$170.00
<b>EFT3280</b>	<b>21/09/18</b>	<b>BW Truck Parts</b>	<b>-\$126.50</b>
	8/08/18	Air valve Isri drivers seat	\$126.50
<b>EFT3281</b>	<b>21/09/18</b>	<b>Dongolocking Plumbing &amp; Gas</b>	<b>-\$1,495.69</b>
	1/08/18	Repairs and Parts	\$1,495.69
<b>EFT3282</b>	<b>21/09/18</b>	<b>Sandra Williamson</b>	<b>-\$393.75</b>

	10/09/18	Cleaning Contract		\$393.75
<b>EFT3283</b>	<b>21/09/18</b>	<b>Helen West Woodhams</b>	<b>-\$520.33</b>	
	23/08/18	Rates refund for assessment A650		\$520.33
<b>EFT3284</b>	<b>21/09/18</b>	<b>Woodanilling Store</b>	<b>-\$207.65</b>	
	31/08/18	Groceries Ex GST, Fuel		\$207.65
<b>EFT3285</b>	<b>21/09/18</b>	<b>WALGA</b>	<b>-\$100.00</b>	
	27/08/18	Effective Community Leadership course 5/10/2018		\$50.00
	27/08/18	Effective Community Leadership course 5/10/2018		\$50.00
<b>EFT3286</b>	<b>21/09/18</b>	<b>Shire of Wagin</b>	<b>-\$309.50</b>	
	28/08/18	1/6 4WDL Exec Officer Hours		\$309.50
<b>EFT3287</b>	<b>21/09/18</b>	<b>Staff Lotto</b>	<b>-\$55.00</b>	
	19/09/18	Payroll Deductions		\$55.00
<b>EFT3288</b>	<b>21/09/18</b>	<b>Initial</b>	<b>-\$2,776.81</b>	
	14/08/18	Sanitary Disposal - Town Hall, Sharps Disposal - Cent. Park, Soap Disp. - Pavilion, Soap Disp. - Hall, Soap Disp. - Cent. Park		\$2,776.81
<b>EFT3289</b>	<b>21/09/18</b>	<b>Perth McIntosh &amp; Son</b>	<b>-\$261.43</b>	
	13/08/18	Engine breather filter, fan belt		\$261.43
<b>EFT3290</b>	<b>21/09/18</b>	<b>Lotex Filter Cleaning Service</b>	<b>-\$95.16</b>	
	1/08/18	Filter cleaning for July 2018 as per email quotation		\$95.16
<b>EFT3291</b>	<b>21/09/18</b>	<b>Great Southern Toyota</b>	<b>-\$333.58</b>	
	1/08/18	Repairs to electrical wiring loom		\$272.80
	16/08/18	5lt 5W30		\$60.78
<b>EFT3292</b>	<b>21/09/18</b>	<b>BTW Spray Shop</b>	<b>-\$19.50</b>	
	15/08/18			\$19.50
<b>EFT3293</b>	<b>21/09/18</b>	<b>Albany Best Office Systems</b>	<b>-\$279.66</b>	
	29/08/18	Photocopier Allocations Aug 2018		\$279.66
<b>EFT3294</b>	<b>21/09/18</b>	<b>Staff Christmas Club</b>	<b>-\$387.00</b>	
	19/09/18	Payroll Deductions		\$387.00
<b>EFT3295</b>	<b>21/09/18</b>	<b>RSPCA WA</b>	<b>-\$5.00</b>	
	19/09/18	Payroll Deductions		\$5.00
<b>EFT3296</b>	<b>21/09/18</b>	<b>Core Business Australia</b>	<b>-\$10,873.40</b>	
	31/08/18	WANDRRA AGRN743 - Supervision Claim18		\$10,873.40
<b>EFT3297</b>	<b>28/09/18</b>	<b>BW Truck Parts</b>	<b>-\$600.00</b>	
	4/09/18	Euclid/Meritor Q/Plus inc h/ware		\$200.00
	4/09/18	Brake drums		\$400.00
<b>EFT3298</b>	<b>28/09/18</b>	<b>Sandra Williamson</b>	<b>-\$262.50</b>	
	16/09/18	Cleaning Contract		\$262.50
<b>EFT3299</b>	<b>28/09/18</b>	<b>Brenton Norrie</b>	<b>-\$377.50</b>	
	17/09/18	Install Wood Heater, Repair Shower Tiles, Repair Ceiling 3327 Robinson Road		\$377.50
<b>EFT3300</b>	<b>28/09/18</b>	<b>Katanning Stock &amp; Trading</b>	<b>-\$137.15</b>	
	20/09/18	1 pad lock, 1toilet seat		\$40.00
	14/09/18	Tool box for Tenders, Hacksaw Blades		\$41.90
	14/09/18	1x box of screws, 1x Pk bolts and nuts, 1x tek socket		\$55.25
<b>EFT3301</b>	<b>28/09/18</b>	<b>Staff Lotto</b>	<b>-\$55.00</b>	
	26/09/18	Payroll Deductions		\$55.00
<b>EFT3302</b>	<b>28/09/18</b>	<b>Hitachi</b>	<b>-\$1,097.46</b>	
	17/09/18	Accessory drive belt		\$129.91
	17/09/18	Alternator 14V 70 amp		\$967.55
<b>EFT3303</b>	<b>28/09/18</b>	<b>Halanson Earthmoving</b>	<b>-\$86,504.00</b>	
	3/09/18	WANDRRA AGRN743 - Aug Claim		\$86,504.00
<b>EFT3304</b>	<b>28/09/18</b>	<b>Great Southern Waste Disposal</b>	<b>-\$3,333.90</b>	
	3/09/18	Removal of household rubbish, Recycle Pick up		\$3,333.90
<b>EFT3305</b>	<b>28/09/18</b>	<b>Staff Christmas Club</b>	<b>-\$347.00</b>	
	26/09/18	Payroll Deductions		\$347.00
<b>EFT3306</b>	<b>28/09/18</b>	<b>RSPCA WA</b>	<b>-\$5.00</b>	
	26/09/18	Payroll Deductions		\$5.00



<b>15295</b>	<b>7/09/18</b>	<b>Australia Post</b>	<b>-\$200.00</b>	
	27/08/18	Stamps for Fire Break Notices		\$200.00
<b>DD2136.3</b>	<b>7/09/18</b>	<b>Katanning Water Corporation</b>	<b>-\$2,416.61</b>	
	17/08/18	Standpipe Boyerine		\$322.44
	17/08/18	Standpipe Woodanilling		\$2,094.17
<b>DD2141.1</b>	<b>1/09/18</b>	<b>Westnet</b>	<b>-\$224.99</b>	
	18/08/18	Monthly Hosting		\$224.99
<b>DD2145.1</b>	<b>5/09/18</b>	<b>WA Super</b>	<b>-\$1,073.79</b>	
	5/09/18	Superannuation contributions		\$828.26
	5/09/18	Superannuation contributions		\$178.70
	5/09/18	Superannuation contributions		\$24.23
	5/09/18	Superannuation contributions		\$42.60
<b>DD2145.2</b>	<b>5/09/18</b>	<b>MLC Nominees</b>	<b>-\$27.86</b>	
	5/09/18	Superannuation contributions		\$12.11
	5/09/18	Superannuation contributions		\$15.75
<b>DD2145.3</b>	<b>5/09/18</b>	<b>Australian Superannuation</b>	<b>-\$546.37</b>	
	5/09/18	Superannuation contributions		\$69.67
	5/09/18	Superannuation contributions		\$10.00
	5/09/18	Superannuation contributions		\$466.70
<b>DD2145.4</b>	<b>5/09/18</b>	<b>Hesta</b>	<b>-\$552.38</b>	
	5/09/18	Superannuation contributions		\$85.20
	5/09/18	Superannuation contributions		\$46.32
	5/09/18	Superannuation contributions		\$420.86
<b>DD2145.5</b>	<b>5/09/18</b>	<b>CBUS Superannuation</b>	<b>-\$87.47</b>	
	5/09/18	Superannuation contributions		\$87.47
<b>DD2145.6</b>	<b>5/09/18</b>	<b>MLC Navigator Retirement Plan</b>	<b>-\$170.97</b>	
	5/09/18	Superannuation contributions		\$69.65
	5/09/18	Superannuation contributions		\$101.32
<b>DD2145.7</b>	<b>5/09/18</b>	<b>Colonial Select Personnel Super</b>	<b>-\$55.24</b>	
	5/09/18	Superannuation contributions		\$55.24
<b>DD2156.1</b>	<b>12/09/18</b>	<b>WA Super</b>	<b>-\$1,075.37</b>	
	12/09/18	Superannuation contributions		\$829.84
	12/09/18	Superannuation contributions		\$178.70
	12/09/18	Superannuation contributions		\$24.23
	12/09/18	Superannuation contributions		\$42.60
<b>DD2156.2</b>	<b>12/09/18</b>	<b>MLC Nominees</b>	<b>-\$73.90</b>	
	12/09/18	Superannuation contributions		\$12.11
	12/09/18	Superannuation contributions		\$61.79
<b>DD2156.3</b>	<b>12/09/18</b>	<b>Australian Superannuation</b>	<b>-\$541.56</b>	
	12/09/18	Superannuation contributions		\$69.67
	12/09/18	Superannuation contributions		\$10.00
	12/09/18	Superannuation contributions		\$461.89
<b>DD2156.4</b>	<b>12/09/18</b>	<b>Hesta</b>	<b>-\$495.94</b>	
	12/09/18	Superannuation contributions		\$71.76
	12/09/18	Superannuation contributions		\$46.32
	12/09/18	Superannuation contributions		\$377.86
<b>DD2156.5</b>	<b>12/09/18</b>	<b>CBUS Superannuation</b>	<b>-\$87.47</b>	
	12/09/18	Superannuation contributions		\$87.47
<b>DD2156.6</b>	<b>12/09/18</b>	<b>MLC Navigator Retirement Plan</b>	<b>-\$229.25</b>	
	12/09/18	Superannuation contributions		\$93.40
	12/09/18	Superannuation contributions		\$135.85
<b>DD2156.7</b>	<b>12/09/18</b>	<b>Colonial Select Personnel Super</b>	<b>-\$83.66</b>	
	12/09/18	Superannuation contributions		\$83.66
<b>DD2163.1</b>	<b>19/09/18</b>	<b>WA Super</b>	<b>-\$1,074.94</b>	
	19/09/18	Superannuation contributions		\$829.41
	19/09/18	Superannuation contributions		\$42.60

	19/09/18	Superannuation contributions	\$178.70
	19/09/18	Superannuation contributions	\$24.23
<b>DD2163.2</b>	<b>19/09/18</b>	<b>MLC Nominees</b>	<b>-\$50.88</b>
	19/09/18	Superannuation contributions	\$12.11
	19/09/18	Superannuation contributions	\$38.77
<b>DD2163.3</b>	<b>19/09/18</b>	<b>Colonial First State</b>	<b>-\$151.07</b>
	19/09/18	Superannuation contributions	\$35.97
	19/09/18	Superannuation contributions	\$115.10
<b>DD2163.4</b>	<b>19/09/18</b>	<b>Australian Superannuation</b>	<b>-\$587.19</b>
	19/09/18	Superannuation contributions	\$69.67
	19/09/18	Superannuation contributions	\$10.00
	19/09/18	Superannuation contributions	\$507.52
<b>DD2163.5</b>	<b>19/09/18</b>	<b>Hesta</b>	<b>-\$481.82</b>
	19/09/18	Superannuation contributions	\$68.40
	19/09/18	Superannuation contributions	\$46.32
	19/09/18	Superannuation contributions	\$367.10
<b>DD2163.6</b>	<b>19/09/18</b>	<b>CBUS Superannuation</b>	<b>-\$87.47</b>
	19/09/18	Superannuation contributions	\$87.47
<b>DD2163.7</b>	<b>19/09/18</b>	<b>MLC Navigator Retirement Plan</b>	<b>-\$194.28</b>
	19/09/18	Superannuation contributions	\$79.15
	19/09/18	Superannuation contributions	\$115.13
<b>DD2163.8</b>	<b>19/09/18</b>	<b>Colonial Select Personnel Super</b>	<b>-\$83.66</b>
	19/09/18	Superannuation contributions	\$83.66
<b>DD2166.1</b>	<b>3/09/18</b>	<b>NAB - Credit Card</b>	<b>-\$244.92</b>
	7/08/18	Acrobat Pro subscription	\$21.99
	16/08/18	Flue Extender Kit	\$90.00
	20/08/18	Accessories for iPad	\$79.95
	28/08/18	Credit Card fee	\$9.00
	2/08/18	Acrobat Pro subscription	\$43.98
<b>DD2172.1</b>	<b>26/09/18</b>	<b>WA Super</b>	<b>-\$1,069.55</b>
	26/09/18	Superannuation contributions	\$824.02
	26/09/18	Superannuation contributions	\$178.70
	26/09/18	Superannuation contributions	\$24.23
	26/09/18	Superannuation contributions	\$42.60
<b>DD2172.2</b>	<b>26/09/18</b>	<b>MLC Nominees</b>	<b>-\$50.88</b>
	26/09/18	Superannuation contributions	\$12.11
	26/09/18	Superannuation contributions	\$38.77
<b>DD2172.3</b>	<b>26/09/18</b>	<b>Australian Superannuation</b>	<b>-\$541.56</b>
	26/09/18	Superannuation contributions	\$69.67
	26/09/18	Superannuation contributions	\$10.00
	26/09/18	Superannuation contributions	\$461.89
<b>DD2172.4</b>	<b>26/09/18</b>	<b>Hesta</b>	<b>-\$481.82</b>
	26/09/18	Superannuation contributions	\$68.40
	26/09/18	Superannuation contributions	\$46.32
	26/09/18	Superannuation contributions	\$367.10
<b>DD2172.5</b>	<b>26/09/18</b>	<b>MLC Navigator Retirement Plan</b>	<b>-\$213.72</b>
	26/09/18	Superannuation contributions	\$87.07
	26/09/18	Superannuation contributions	\$126.65
<b>DD2172.6</b>	<b>26/09/18</b>	<b>CBUS Superannuation</b>	<b>-\$87.47</b>
	26/09/18	Superannuation contributions	\$87.47
<b>DD2172.7</b>	<b>26/09/18</b>	<b>Colonial Select Personnel Super</b>	<b>-\$83.66</b>
	26/09/18	Superannuation contributions	\$83.66
<b>DD2174.1</b>	<b>20/09/18</b>	<b>SkyMesh</b>	<b>-\$125.00</b>
	20/09/18	Internet contract	\$125.00
<b>DD2177.1</b>	<b>13/09/18</b>	<b>Telstra</b>	<b>-\$754.24</b>
	13/09/18	Mobile Phones	\$754.24

<b>DD2179.1</b>	<b>1/10/18</b>	<b>Telstra</b>	<b>-\$264.24</b>	
	15/09/18	Landlines		\$264.24
<b>DD2181.1</b>	<b>1/10/18</b>	<b>Westnet</b>	<b>-\$34.99</b>	
	17/09/18	Monthly Hosting		\$34.99
			<b>\$178,227.45</b>	<b>\$178,227.45</b>

#### 15.6.CORRESPONDENCE & MINUTES FOR INFORMATION

The following documents are available upon request.

Document ID	Date	File	Description	From/To
CR1250	16/08/2018	10.2.7A	Letter from Minister Papalia regarding increasing reports received by the Wildflower Society of Western Australia about roadside clearing and the subsequent loss of the State's valuable wildflowers.	Papalia C SC MLA
EM1206	06/09/2018	14.4.5	Ministerial Circular 02-2018 Aboriginal and Torres Strait Islander Recognition	Department of Local Government, Sport & Cultural Industries
AM256	22/09/2018	4.1.13	Notification - Local Government Act Facilitated Forums in Zone Groupings - 19 October at Cranbrook Attaching booking notification	Great Southern Zone of WALGA
NO135	03/10/2018	17.1.2 4.3.4	Approval of extension request to submit annual financial report to Auditors post 30/09/2018	Department of Local Government, Sport & Cultural Industries

### 15.7.COUNCIL/COMMITTEES - STATUS REPORT

Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
19/12/2017	13.1	11.1.9	Request to Lease Lots 151, 152 & 153 – Reserve 7730	<p>Council:</p> <ol style="list-style-type: none"> <li>1) Supports the request from Mr S Buxton to lease Reserve 7730 for the purposes of grazing stock; and</li> <li>2) Requests the CEO to make application to the Department of Planning, Lands &amp; Heritage for the ability to lease the said reserve.</li> </ol>	<p>Letter to Dept Planning, Lands &amp; Heritage</p> <p><i>Reserve to be reclassified from “Gravel” to ‘Grazing of Stock’</i></p>	<p><a href="#">CR1108</a> <a href="#">08/01/2018</a></p> <p><a href="#">EM1165</a> <a href="#">23/08/2018</a></p>
19/12/2017	5.2		Gravel Reserve – River Road	<p>Council that it directs the CEO to:</p> <ol style="list-style-type: none"> <li>1) Commission a Road Safety Audit (RSA) on the intersection of River Road and Link Road;</li> <li>2) Ensure that traffic counts are carried out to support the RSA; and</li> <li>3) Undertake gravel sampling in the area to confirm the quantities and quality of the gravel source.</li> </ol>	<ol style="list-style-type: none"> <li>1) Road Safety Audit – Pending</li> <li>2) Work Supervisor has not completed road counts.</li> <li>3) Work Supervisor concluded that the quality of the gravel is not up to standard. Gravel has been used from this site previously but was found unacceptable for use.</li> </ol>	
17/04/2018	10.1	A602 RA236 RA243	Request to Close Unconstructed Road Reserve	<p>Council authorises CEO to:</p> <ol style="list-style-type: none"> <li>1) Explore further with Sean Ditchburn and Jessika Lynch (and adjacent land holders) the possibility of creating a road that is of a limited scope on the uncontrolled road reserve. The scope includes: <ul style="list-style-type: none"> <li>• A constructed road that is suitable for general vehicular use;</li> <li>• The constructed road terminating at a reasonable distance past the main entrance onto Lot 158 Burt Road.</li> </ul> </li> <li>2) Examine further the requirements regarding the construction of a road within the unconstructed road reserve including the process to create a road in accordance with Section 56(2) of the Land Development Act.</li> <li>3) Report back to Council the outcomes of Points 1 and 2 for final consideration at the June 2018 Ordinary Meeting of Council.</li> </ol>	<p><b>ACEO dealing</b></p> <p>Pending.</p>	
15/05/2018	10.2	12.1.15	Closing Thoroughfares to Vehicles	Refers this matter to the Transport Plant and Works Committee to undertake a full audit of roads requiring	<b>TPW dealing</b>	



Date	Agenda Item No	File Ref ID	Heading	Motion	Up-date	Completed Date & Ref
				conditional closure pursuant to S3.50 of the Local Government Act.		
17/07/2018	13.3	12.4.4	Heavy Vehicle Services Request PBS 2B a Double Road Train Robinson Road West	<p>That the condition of Robinson Road is not of a standard that would adequately support this level of vehicle, unless Council is able to source a significant injection of funds to upgrade the road to an acceptable standard. Therefore Council does not agree to:</p> <ul style="list-style-type: none"> <li>• Allow the PBS 2B A Double Road Train access on Robinson Road West SLK 0.00 – 32.42; or</li> <li>• Add Robinson Road West to the Tri Drive Concession Network TD3.3.</li> </ul>	<p>Completed</p> <p>Council needs to consider the future of Robinson Road – <b>TPW Dealing</b></p>	<p><a href="#">17/07/2018</a> <a href="#">HVS30</a></p>
18/09/2018	14.1	12.4.4	RAV7 Inclusion	That Council request the CEO to submit an application to Main Roads to amend Robinson Road East and Cartmesticup Road, from Great Southern Hwy to Katanning-Dumbleyung Road from a RAV 4 rated road to a RAV 7, being aware that there is an inconsistency with RAV access on the section of Robinson East Road, between Bridge No: 3061 west to Great Southern Highway that requires urgent reparation.	An application has been submitted to Main Roads requesting the upgrade to RAV 7 network, Main Roads has advised that this process will take approximately 3 months to process.	<a href="#">HVS35</a>

## 16. CLOSURE OF MEETING