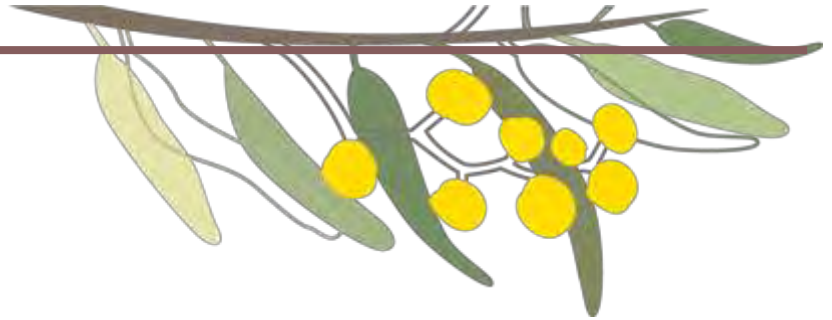




SHIRE OF WOODANILLING



ORDINARY MEETING OF COUNCIL Agenda 25 May 2021

Dear Elected Member

The next Ordinary Meeting of Council of the Shire of Woodanilling will be held on 25/05/2021 in the Council Chambers, 3316 Robinson Road, Woodanilling commencing at 4.00 p.m.

STEPHEN GASH
CHIEF EXECUTIVE OFFICER

CONTENTS

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY	3
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	3
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4. PUBLIC QUESTION TIME	3
5. PETITIONS / DEPUTATIONS / PRESENTATIONS	3
6. APPLICATIONS FOR LEAVE OF ABSENCE	3
7. ANNOUNCEMENTS BY SHIRE PRESIDENT AND/OR DEPUTY PRESIDENT WITHOUT DISCUSSION	3
8. CONFIRMATION OF COUNCIL MEETING MINUTES:	3
8.1. ORDINARY MEETING OF COUNCIL HELD – 23/03/2021	3
9. CONFIRMATION OF OTHER MEETING MINUTES:	3
9.1. BUSHFIRE ADVISORY COMMITTEE AGM – APPOINTMENT OF OFFICE BEARERS FROM 1 JULY 2021	4
9.2. COMMUNITY DEVELOPMENT MEETING HELD – 16/04/2021	5
9.3. AUDIT COMMITTEE – 26 APRIL 2021	8
10. OFFICER'S REPORTS	9
10.1. OFFICERS REPORT LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS ENDORSEMENT	9
10.2. TAVERN : 18495 (LOT 5) ALBANY HIGHWAY BEAUFORT RIVER	11
10.3. CMCA CAMP OUTS WOODANILLING NOVEMBER & DECEMBER REQUEST FOR DISCOUNT ON FEES	13
10.4. LETTER OF REQUEST FOR SUPPORT FROM DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS RE PIONEER HERITAGE TRAIL PROJECT KING ROCK NATURE RESERVE	15
11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED	17
11.1. COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 31/03/2021 – 20/04/2021	17
12. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	17
13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL	17
13.1. COUNCILLORS AND /OR OFFICERS	17
14. ITEMS FOR DISCUSSION	17
14.1. ITEM FOR DISCUSSION	17
15. INFORMATION ITEMS	17
15.1. ADOPTION OF INFORMATION REPORTS	17
15.2. CESM INFORMATION REPORT – FOR THE PERIOD APRIL 2021	17
15.3. WWLZ INFORMATION REPORT – FOR THE PERIOD – MAR 2021 – APR 2021	18
15.4. MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/03/2021 – 30/03/2021	19
15.5. MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/04/2021 – 30/04/2021	19
15.6. MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 31/03/2021	19
15.7. MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 30/04/2021	19
15.8. SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD ENDING – 31/03/2021	19
15.9. SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD ENDING – 28/04/2021	19
16. CLOSURE OF MEETING	19

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 M trimming	
Cr D Douglas	Deputy Shire President	Cr S Jefferies	
Cr P Morrell		Stephen Gash	Chief Executive Officer
Cr T Brown		Sue 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 – 23/03/2021

COUNCIL DECISION

That the Minutes of the Ordinary Meeting of Council held 23 March 2021 be confirmed as a true and correct record of proceedings without amendment.

9. CONFIRMATION OF OTHER MEETING MINUTES:

9.1. BUSHFIRE ADVISORY COMMITTEE AGM – APPOINTMENT OF OFFICE BEARERS FROM 1 JULY 2021

COMMITTEE RECOMMENDATION – ITEM 4 ELECTION OF OFFICE BEARERS

That the Committee recommends to Council the following appointments effective from 1 July 2020

BUSH FIRE EXECUTIVES

CBFCO Jason Cronin
DCBFCO Evan Hall
SFCO 1: Scott Hook
SFCO 2: Dale Douglas
FWO: Scott Hook
DFWO: Dale Douglas

BUSH FIRE CONTROL OFFICERS:

Beaufort Kenmare: Bindi Murray
Boyerine Westwood: Greg Doak
Central: Scott Hook
Cartmeticup: David Kerr
Glencoe: Braden Crosby

HARVEST BAN COMMITTEE:

CBFCO: Jason Cronin
DCBFCO Evan Hall
SFCO: Dale Douglas
Beaufort/Kenmare: Peter Morrell & Mal Baxter
Boyerine/Westwood: Dale Douglas & Gilbert Watson
Central: Ian Garstone
Cartmeticup: Wayne Shackley & David Kerr
Glencoe: Braden Crosby

Clover Burning Officer Jason Cronin
Clover Burning Officer CEO Stephen Gash

Delegates to the ROAC Jason Cronin or nominated FCO

Secretary Shire

Moved Bindi Murray seconded Peter Morrell

CARRIED

RECOMMENDATION 7.1 TO COUNCIL CHANGES TO FIREBREAK NOTICE SECTION 2.0 LOCAL RURAL ZONE

Moved Ian Garstone seconded Bindi Murray

That an exemption for non-arable land be included within the firebreak notice and
Remove the last paragraph under the heading Variations, relating to non-arable land.

CARRIED

RECOMMENDATION ITEM 7.2 TO COUNCIL LETTER OF SUPPORT TO TELSTRA

Moved Braden Crosby seconded Jason Cronin

That council provide a letter of support to Telstra for a tower to be located in the eastern area of the Woodanilling Shire, northwest part of the Katanning Shire and western part of the Kent Shire.

CARRIED

ITEM 7.7 RECOMMENDATION TO COUNCIL DFES APPLIANCE IN SHED FOR BOYERINE WESTWOOD

BRIGADE

Moved Gilbert Watson seconded Greg Doak

That Boyerine/Westwood apply for a DFES Fire Appliance Truck and shed in the next round of LGGS funding.

CARRIED

9.2. COMMUNITY DEVELOPMENT MEETING HELD – 16/04/2021

ITEM 2.7 RECOMMENDATION TO COUNCIL CHANGES TO POLICY 81 USE OF SHIRE OF WOODANILLING FACILITIES STORAGE OF ALCOHOL

Moved Tim Brown seconded Morris Trimming

That the following changes be approved to Policy 81 regarding the storage of alcohol at the Recreation Centre:-

- 1) Storage of Alcohol is permitted in Council facilities with the approval of the Shire for the day before the booked event until the following day.
- 2) Hirers store the alcohol at the facility at their own risk of loss or damage.

CARRIED

POLICY TYPE:	GOVERNANCE
DATE ADOPTED:	18/02/2014

POLICY NO:	81
DATE LAST REVIEWED:	15/05/2018

LEGAL (PARENT):	<i>Local Government Act 1995</i>
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LEGAL (SUBSIDIARY):	
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DELEGATION OF AUTHORITY APPLICABLE:	YES
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DELEGATION NO.	7 & 30
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ADOPTED POLICY	
TITLE:	Use of Shire of Woodanilling Facilities
OBJECTIVE:	To provide a framework for the hire and use of community facilities (hereby referred to as "facilities") and parks and reserves (hereby referred to as "reserves") across the Shire of Woodanilling.

POLICY STATEMENT

The overall objective of facilities and reserves across the Shire of Woodanilling is to provide spaces and places for a variety of functions, events, and activities for the community. In order to ensure that conditions related to the hire and use of facilities and reserves throughout the Shire are applied consistently, this policy outlines:

- Fees and charges applicable to facilities and reserves across the Shire (including bonds).
- Subsidised use of facilities and reserves.
- Measures for the storage and consumption of alcohol at facilities.
- Conditions of hire.

DEFINITIONS

Chief Executive Officer - Where the Chief Executive Officer is mentioned in this policy it means the Chief Executive Officer of the Shire of Woodanilling.

Casual Hirers - Casual hirers are those users of the Shire's facilities and/or reserves that hire for a one-off specific event or intermittent and/or irregular meetings during any given year to a maximum of 5 sessions per year.

Service Clubs, Charitable Institutions and Emergency Service Organisations - Charitable institutions are those organisations recognised as licensed charities by the Charitable Collections Advisory Committee and officially listed by the Ministry of Fair Trading in their listing of licensed charities in Western Australia. Service Clubs are defined as those organisations where members may volunteer to perform community services and where these activities form a principal part of the organisation's objectives and goals. Funds raised by these groups, to be eligible under this Service Club definition, must be donated to a charitable cause and/or research designed to improve standards and overall quality of life.

Examples of service clubs include Rotary Clubs, Lions Clubs, and Apex Clubs. Specific emergency service organisations included in this definition are the State Emergency Service and volunteer Bushfire Brigades.

Facilities - Facilities are defined, for the purposes of this policy, as multipurpose community and recreation venues supplied by the Shire and available for hire.

Reserves - Reserves are defined as all of those areas under the Shire's control set aside for passive recreation and sporting activities. This definition includes parks, active reserves, sport grounds and other passive reserves.

Commercial User Groups - A commercial user group is one, which is a registered business with the Ministry of Fair Trading and results in private pecuniary gain (i.e. income generation & profit). Those user groups deemed to be of a commercial nature would be charged the commercial fee for all use of the Shire's facilities.

Community User Groups - A community user group is defined as a non-profit organisation and shall include, but is not limited to sporting clubs (that are incorporated under the Associations Incorporations Act), stated not-for-profit community groups, religious groups, education institutions and groups that have a focus on community needs with a social benefit. This definition also applies to private bookings such as weddings, birthday parties, christenings etc. Those groups deemed to be of a community nature would be charged the community fee for all use of the Shire's facilities.

SCOPE OF POLICY

This policy applies to the hire of facilities and reserves throughout the Shire for events, activities or functions that are deemed to fall within the existing capacity of the venue involved or of a nature that falls within the normal

operations of the facility or reserve. All other events, activities and functions shall be referred to the Council and may be subject to the provisions of other Shire policies.

This policy DOES NOT APPLY to:

- Administration Centre at 3316 Robinson Rd, Woodanilling.
- Lake Queerearrup
- Any facility throughout the Shire currently under a lease/licence agreement with a specific organisation/s.

Fees and Charges

Fees and charges applicable to all community facilities and reserves defined in this policy will be in accordance with the Schedule of Fees and Charges adopted by Council annually as part of the budget and amended from time to time.

Bonds applicable to facility and reserve hire

A refundable bond will be payable on any and all hire of facilities and reserves.

Subsidised use of Facilities and Reserves

The following groups automatically qualify for a 75% discount on the scheduled hire fee for the use of facilities and reserves:

- Community User Groups;
- Service Clubs;
- Charitable Institutions; and
- Emergency Service organisations

Storage and consumption of alcohol at community facilities and reserves

Consumption of alcohol

Any club/group or individual wishing to hold an event, activity or function at the Shire's facilities or reserves which involve the consumption of alcohol by attendees must apply in writing for approval prior to the activity, event or function.

Sale of Alcohol

Any club/group or individual wishing to hold an event, activity or function at the Shire's facilities or reserves which involve the sale of alcohol to attendees must apply in writing for approval prior to the activity, event or function.

Approval for the sale of alcohol will only be considered for those clubs/groups or individuals, which have been granted either an Occasional, Club or Club Restricted Liquor License from the Office of Racing and Gaming (Liquor Licensing Division).

Storage of Alcohol

The storage of alcohol is NOT PERMITTED at any of Council's facilities that are multipurpose in nature and defined in this policy.

Restricted/Unrestricted Liquor Licenses

Any club/group or individual wishing to have a regular restricted liquor licence at the Shire's facilities or reserves must apply in writing for approval.

Any club/group or individual wishing to have an unrestricted Club Licence at the Shire's facilities or reserves must apply in writing for approval.

CONDITIONS OF HIRE

Conditions of Hire forms as noted in this policy shall be made available to all prospective hirers when booking enquiries are made and signed by the prospective hirer prior to the function, event or activity date.

Conditions of Hire forms outline:

- • Blocking Booking and Booking Usage
- • Bonds
- • Cancellations, refunds and tentative bookings
- • Cleaning
- • Ground Maintenance and Marking
- • Damage
- • Decorations and equipment

- • Events
- • Hired Area
- • Liability
- • Liquor
- • Noise
- • Payments
- • Security
- • Subsidised use

SPECIFIC BOOKINGS TAKING PRIORITY

- Hockey Finals in September and Cricket Finals in February/March are to have booking priority.
- Bookings for fixtures, including finals must be made by individual clubs prior to the commencement of their season, and must be for the current playing season only.
- All other bookings made prior to seasonal fixtures bookings take precedence and the hirer will be granted exclusive use of the facility for the hire period;

OTHER

In all cases, the Shire reserves the right, at its discretion, to refuse entry or subsidised use of a facility or reserve to an individual or group.

9.3 AUDIT COMMITTEE – 25 MAY 2021

TO CONSIDER MINUTES AND RECOMMENDATIONS FROM THE AUDIT COMMITTEE

- To receive the 2019/2020 Annual Financial Statements and Auditors Report
- To consider any significant Items from the Auditors Report and Report to Council
- To receive the 2020 Compliance Audit Report and make recommendations to Council
- To receive the 2020/21 Scope of Audit

10. OFFICER'S REPORTS

10.1. OFFICERS REPORT LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS ENDORSEMENT

Proponent	Shire of Woodanilling
Owner	Shire of Woodanilling
Location/Address	3316 Robinson Road Woodanilling
Author of Report	Sue Dowson, Deputy CEO
Date of Meeting	27 th April 2021
Previous Reports	
Disclosure of any Interest	Nil
File Reference	E40
Attachments	Draft LEMA Appendix 10.1.1

BRIEF SUMMARY

The current Local Emergency Management Arrangements (LEMA) for the Shires of Katanning, Kent and Woodanilling has been updated with the new Emergency Management Legislation and requires endorsement by Council.

BACKGROUND/COMMENT

The Shire of Woodanilling is part of a joint Local Emergency Management Committee.

The current LEMA requires endorsement due to updates in the Emergency Management Legislation. The LEMA will be presented to Council again later in the year as every five years we are required to conduct a complete rewrite/ review of the document.

The LEMA document has been developed in consultation with the LEMC as the representative committee providing advice and information to each Council relating to Preparedness Prevention, Response, and Recovery.

The document was endorsed at the LEMC Meeting held in Woodanilling on the 18 February 2021.

The LEMA incorporates a living document that is updated as information is forwarded through from agencies and stakeholder with this sector.

The LEMA document is required to be endorsed.

On endorsement by the 3 partner Councils the document will be forwarded to the District Emergency Management Committee (DEMC) for endorsement and then sent through to the State Emergency Management Committee (SEMC) for endorsement.

STATUTORY/LEGAL IMPLICATIONS

State Emergency Management Policy 2.5.2 Local Arrangements

Ensure that effective LEMA are prepared and maintained for its district.

Manage recovery following an emergency affecting the community in its district (s. 36 b ME Act).

Perform other functions given to local governments under the EM Act (s. 36 c EM Act)

In addition, under section 20(4) of the EM Act, carry out other EM activities as directed by the SEMC or prescribed in the EM Regulations.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

STRATEGIC IMPLICATIONS

GOALS

Short Term

LO.6 Local Emergency Management to ensure preparedness for local emergencies

CONSULTATION/COMMUNICATION

Local Emergency Management Committee.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION – ITEM 10.1 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

ENDORSEMENT

That the reviewed Local Emergency Management Arrangements be endorsed by Council.

10.2.TAVERN : 18495 (LOT 5) ALBANY HIGHWAY BEAUFORT RIVER

Proponent	Aksara PTY LTD
Owner	Richard J Green Enterprise PTYLTD
Location/Address	18495 (Lot 5) Albany Highway Beaufort River WA 6394
Author of Report	Town Planner – Jennifer Dowling
Date of Meeting	27 th April 2021
Previous Reports	17 th November 2020
Disclosure of any Interest	Nil
File Reference	A28
Attachments	Revised Plans Under separate cover

BRIEF SUMMARY

An application Planning Approval has been received for the additional use adjunct to the redevelopment of the property at 18495 Albany Highway (colloquially known as the Beaufort River Road House). The application details additional uses and improvements to the existing building at the site and the reinvigoration of the previous use as a fuel station, convenience store/café and restaurant and includes a Tavern landuse.

It is this Officer's recommendation to approve this application with conditions.

BACKGROUND/COMMENT

The application is for the additional landuse as a Tavern under the Town Planning Scheme No. 1. The site has been known and accepted as a roadhouse and Tavern for a number years. The Tavern aspect of the development has not been operational for several years.

At the OCM of 17th October 2020 Council considered the redevelopment of the site as a roadhouse and café/restaurant and resolved to approve the application with conditions. The applicant has subsequently applied to have a bottleshop included in the redevelopment at this site in addition to the previously approved uses. In the absence of a definition in the Scheme for a 'Bottleshop', a 'Tavern' is the nearest definition that is appropriate to this landuse. For the applicant to achieve this landuse and obtain the appropriate Liquor Licence, Council approval is required.

STATUTORY/LEGAL IMPLICATIONS

Planning and Development Act 2005 - Town Planning Scheme No.1.

Local Government Act 1995

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Appropriate fee has been paid.

STRATEGIC IMPLICATIONS

There are no legal strategic policies at this stage as there is not a valid Local Planning Strategy however, a perceived strategic implication could be considered the growth and reinvigoration of the Beaufort River locality.

CONSULTATION/COMMUNICATION

The proposal was advertised in accordance with 9.4.3 of TPS No.1 in that it was advertised in a newspaper circulating in the Scheme area and advertised by a sign on site for a period of no less than 14 days. The application was also available at the Shire Office for perusal and comment. No positive nor adverse comments were received.

RISK MANAGEMENT

Insignificant 1: Low (1)

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION ITEM 10.2 18495 (LOT 5) ALBANY HIGHWAY BEAUFORT RIVER

That Council resolve to grant planning approval for the 'Tavern' landuse proposed at 18495 (Lot 5) Albany Highway Beaufort River subject to the following conditions:

- 3) The development being in accordance with the submitted and approved plans;
- 4) Any signage being approved by Council prior to erection at site;
- 5) The Chief Executive Officer being authorised to approve;
 - a) Any minor modifications that may arise.
 - b) The required documentation for Liquor Licencing.

Advice notes:

- This approval does not constitute a building licence and any major structural changes will require such;
- The building will be required to adhere to all electrical and plumbing requirements as per relevant legislation;
- Any verge signage will require prior approval of Main Roads WA prior to submission to Council.
- The final approval for Liquor Licencing and operation as a food premises being endorsed by Councils Environmental Health Officer (Mr Gordon Houston).

10.3.CMCA CAMP OUTS WOODANILLING NOVEMBER & DECEMBER REQUEST FOR DISCOUNT ON FEES

Proponent	Shire of Woodanilling
Owner	Shire of Woodanilling
Location/Address	3316 Robinson Road Woodanilling
Author of Report	Sue Dowson – Deputy CEO
Date of Meeting	25/05/2021
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	ADM0022, EM1733
Attachments	Nil

BRIEF SUMMARY

The CMCA has approached the Shire to ask for a discount for the use of the Recreation Centre Pavilion for showers and toilets, conference/gatherings in the main area and the use of the oval for some games. They are wanting to visit from the 11th to the 15th November 2021 with 15 to 20 vans and the 9th to the 13th December 2021 with 20 + vans. The majority of the vans are motorhomes and are self-contained and retain their own grey water so can park on the gravelled areas on the east and the south of the sports grounds. The CWA would be asked to cater for the December visit as they will be holding their Christmas function over that weekend.

Currently the cost for the whole of Pavilion and oval is \$324.50 for a 24 hour period.

BACKGROUND/COMMENT

The CMCA are the largest RV Club in the southern hemisphere. Built on the foundations of adventure, enjoyment, education and fun, they work hard to make life on the road easier for members. They are a social Club for people who share a strong passion for the RV Lifestyle. They maintain an active website that gives abundant information to their members about what is available and happening around the country.

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Could be directed to the Community Events Fund allocation.

STRATEGIC IMPLICATIONS

Theme 1

Community Facilities

VISION

To ensure access to high quality facilities and services that the community is proud to use and promote

OBJECTIVES

To make our Community a place where people want to come, stay and grow

GOALS

Short Term

- CW.2** Establishment of a Community Well Being Fund to provide financial support for events that directly benefit the well-being of the local community
- CW.12** Encourage programs, activities and/or facilities that promote tourism to assist with the sustainability of local businesses

CONSULTATION/COMMUNICATION

Margaret Cook CMCA secretary – DCEO and CEO

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION – ITEM 10.3 CMCA CAMP OUTS WOODANILLING NOVEMBER & DECEMBER REQUEST FOR DISCOUNT ON FEES

That council waive the fees for the hire of the Pavilion over the proposed dates in November and December and cover any associated cleaning costs from the Community Event Fund.

10.4.LETTER OF REQUEST FOR SUPPORT FROM DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS RE PIONEER HERITAGE TRAIL PROJECT KING ROCK NATURE RESERVE

Proponent	Shire of Woodanilling
Owner	
Location/Address	Shackley Road, Woodanilling
Author of Report	Sue Dowson, DCEO
Date of Meeting	25 th May 2021
Previous Reports	Nil
Disclosure of any Interest	Nil
File Reference	
Attachments	Aerial map of King Rock and reserve diagram separate document.

BRIEF SUMMARY

To send a letter to DBCA for support for development of the King Rock site for a parking bay, walk trail and signage.

BACKGROUND/COMMENT

The Pioneer Heritage Trail is being revamped with new signage, some new locations included and some old ones removed. Consultation has progressed with landowners to see if they are happy for their historical feature remains part of the Drive Trail. The funding for this project is provided through the Local Roads and Community Infrastructure Program (LRCIP). DBCA have been approached as they have management order of King Rock Reserve. DCEO Sue Dowson met with Mitch Davies from DBCA and discussed options of what can be done to conserve the reserve but also make it an attractive location for tourists and community to visit.

There is past history around developing this site but the proposed location for development was the gravel reserve on the eastern side, it was also being targeted as a Picnic place. We are looking at creating a carpark roughly 2/3rds of the way into the Reserve, there is a clearing already formed and enough area for 4 cars to park up and be able to reverse around. The easterly track would then be blocked off so that cars cannot access further into the reserve. A carpark would be created by bordering the area with timber bollards, Mitch suggested that DBCA may be able to install and pay for this.

A meandering path along the ridge from the carpark up to the large rock formation would then be created using markers approximately 25 to 50m apart or as required. It was suggested that a group of Town Enhancement members mark out a proposed walk trial up to the rock then consult with DBCA if they are happy with the design. Some clearing will need to take place but that will only involve fallen trees and branches.

High on our priority is the conservation of the reserve and also the concern of people lighting fires and camping in the area. By placing signage from the entry at Shackley Road up to the proposed car park stating no camp fires, no camping, no caravans or RV access, only leave your footprints, we can minimise the impact on the area. No seating will be installed and the brochure and signage for the Pioneer Drive Trail will state **King Rock is a walk trail only** not a picnic site like previously applied for.

STATUTORY/LEGAL IMPLICATIONS

Land Administration Act 1997 & Local Government Act 1995

POLICY IMPLICATIONS

No Policy applies

FINANCIAL IMPLICATIONS

LRCIP Funding Round 2

STRATEGIC IMPLICATIONS

Theme 2

Enhancing Natural and Built Environment

VISION

To protect and enhance the key natural and cultural assets of the Shire whilst supporting appropriate development opportunities.

EN.3. Restore and protect natural environment, landscapes and remnant bushland.

EN.5 Protect and sustainably use natural resources

EN.6 Support the conservation and maintenance of heritage buildings, heritage items and places of interest.

Ongoing

EN.3 *Protect / restore flora and fauna*

CONSULTATION/COMMUNICATION

Sue Dowson Deputy CEO, Mitch Davies DBCA

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION – ITEM 10.4 LETTER REQUESTING SUPPORT FROM DBCA RE THE PIONEER HERITAGE DRIVE TRAIL PROJECT KING ROCK NATURE RESERVE 9377 4962

That Council approve that a letter be written to DBCA asking for their support and involvement in the development of King Rock reserve as a location on the Pioneer Heritage Drive trail and agree to include in their upcoming budget

- 6) allocations towards the marking out of the carpark,
- 7) closing off the eastern track,
- 8) assist with the design of the walking trail up to the rock
- 9) and provide all relevant signage designs and language around walk trails and flora and fauna found at the location.

11. COUNCILLOR'S REPORTS ON MEETINGS ATTENDED

11.1.COUNCILLOR'S MEETINGS ATTENDED FOR THE PERIOD – 31/03/2021 – 20/04/2021

Meeting with WALGA Nick Sloan & Tracey Roberts 8/04/2021 - Cr Jefferies, Cr Brown, Cr Trimming, Cr Thomson, Cr Douglas, Stephen Gash CEO , Gordon Houston EHO.

Community Development meeting 16/04/2021 – Cr Douglas, Cr Trimming, Cr Jefferies, Cr Brown.

WALGA Zone meeting 23/04/2021 – Cr Douglas, Stephen Gash CEO.

GS Regional Road Group 23/04/2021 – Cr Douglas, Stephen Gash CEO.

4WDL VROC Lake Grace 11/05/2021 – Stephen Gash CEO, Cr Morrell.

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

13. MOTIONS WITHOUT NOTICE BY PERMISSION OF THE COUNCIL

13.1.COUNCILLORS AND /OR OFFICERS

14. ITEMS FOR DISCUSSION

14.1. ITEM FOR DISCUSSION

15. INFORMATION ITEMS

15.1.ADOPTION OF INFORMATION REPORTS

RECOMMENDATION – INFORMATION REPORT 25/05/2021

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

15.2.CESM INFORMATION REPORT – FOR THE PERIOD APRIL 2021

BFAC Meeting / took Minutes

Attended ROAC and raised the issue of Water replacement in dams taken for firefighting.

Scheduling Training

Receiving / Recording Permits to Burn

Fire Reports

Applied for Tank Funding through DFES.

Hydrants Maps to Central Brigade

Completed Application for the STAND Project re NBN.

LEMA Exercise – report to be finalized.

Working on Mitigation with Sue and Blake.

Collated information for First Aid Course

Circulated information re Covid Vaccinations to volunteers.

Circulated PPE that was ordered.

15.3.WWLZ INFORMATION REPORT – FOR THE PERIOD – MAR 2021 – APR 2021

GLOSSARY

NLP	- National Landcare Programme
SWCC	- South West Catchments Council
SCNRM	- South Coast Natural Resource Management
GWL	- Gondwana Link
GA	- Greening Australia
EOI	- Expression of Interest

MANAGEMENT COMMITTEE MEETING

Last Meeting: 31st March

Next Meeting: June

LANDCARE COORDINATION FUNDING 2020 / 2021

- SWCC Pollinator Project - \$55,500
- Kent LCDC – 20MT - \$4,225
- Kent LCDC – Fox Management - \$6766
- State NRM – Increasing community capacity for feral pig management in the WWLZ - \$27,372
- State NRM – Boardwalk for bird hide – \$26,112
- Community Fauna Education Project - \$133,340

STRATEGIC PLANNING

- Development of new MOU between WWLZ & Shires
- Establish Performance Review process in line with local govt HR

COMPLETED EVENTS

- Wagin CRC nature in art school holiday program
- Woolorama

CURRENT/ONGOING PROJECTS:

SWCC – POLLINATOR PROJECT STAGE 2 \$218,000 (OVER 4 YEARS)

- Mapping of 2021 sites completed, Agreements sent out to landholders for new works programs. Seedlings for 2021 works paid for. March reporting completed.

SHIRE OF KENT – 20 MILLION TREES \$4225

- GA completed final monitoring, no more works to take place on site.

SHIRE OF KENT – FOX CONTROL

- Final bait program delivered in Feb, awaiting reporting requirements from Shire of Kent

STATE NRM – WAGIN LAKE BOARDWALK

Contracting completed. Been in contact with contractor, has had equipment stolen, but will be replacing soon so will provide a timeline for works once this insurance process is completed.

STATE NRM – INCREASEING COMMUNITY CAPACITY FOR FERAL PIG MANAGEMENT IN WWLZ \$27,372

Conversations with farmers and pig specialists at DPIRD has arrived at decision with landholder capacity not high for management, remaining funds may be best spent on contract pest controllers who are currently working with pigs. Have contacted State NRM office to see if this would be a suitable change to project.

SWCC – BLACK COCAKTOO NESTING SITES REHABILITATION - \$2000

Woodanilling site proved to be false record. No nesting sites in either Shires. Project closed from our perspective.

STATE NRM – HELPING OUR WAGIN-WOODY COMMUNITY TO UNDERSTAND AND PROTECT OUR SPECIES - \$133,340

- Contracting completed
- Several site visits completed for fencing and/or revegetation
- Several site visits completed for potential fauna surveys
- Coordinating mapping and allocation of project works is underway
- 2 Events completed (Woolorama & CRC art day)

APPLICATION SUBMITTED

- Smart Farms Small Grants
Regenerative agriculture application similar to one listed above in the event it is not successful.

UNSUCCESSFUL

This was a third attempt through various funding agencies to get this project funded. This will no longer be applied for and the farmer will go ahead with works as he can.

APPLICATIONS UNDERWAY

- State NRM Small Grant
Bird Hide for Rushy Swamp in Woodanilling
- State NRM Large Grant
Contract management for pig control

15.4.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/03/2021 – 30/03/2021

Appendix 15.4.1

15.5.MONTHLY FINANCIAL REPORTS – FOR THE PERIOD 01/04/2021 – 30/04/2021

Appendix 15.5.1

15.6.MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 31/03/2021

Appendix 15.6.1

15.7.MONTHLY RATES REPORTS – FOR THE PERIOD ENDING – 30/04/2021

Appendix 15.7.1

15.8.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD ENDING – 31/03/2021

Appendix 15.8.1

15.9.SCHEDULE OF ACCOUNTS PAID FOR THE PERIOD ENDING – 28/04/2021

Appendix 15.9.1

16. CLOSURE OF MEETING



Local Emergency Management Arrangements

SHIRE OF KATANNING
SHIRE OF WOODANILLING
SHIRE OF KENT

These arrangements have been produced and issued under the authority of s41 (1) of the Emergency Management Act 2005, endorsed by the Shire of Katanning, Shire of Woodanilling, Shire of Kent Local Emergency Management Committee (LEMC) and has been tabled with the Great Southern District Emergency Management Committee (DEMC).

4.4. LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (LEMA)
Adoption of the updated document.
RECOMMENDATION Moved Dale Douglas seconded Neville Blackburn That the final draft of the Local Emergency Management Arrangements for Shire of Katanning, Shire of Woodanilling and Shire of Kent be formally adopted. CARRIED
The endorsed LEMA to be sent to the DEMC.

Endorsed Shire of Kent Council
OCM2021/098 - COUNCIL RESOLUTION (Officer Recommendation)
MOVED Cr KV Johnston / Cr JN Germain
That Council endorse the Local Emergency Management Arrangements (LEMA) for the Shires of Katanning, Woodanilling and Kent.
CARRIED 5/0 By Simple Majority

.....
Endorsed by CEO
Katanning

.....
Date

.....
Endorsed by CEO
Woodanilling

.....
Date

Table of Contents

1	<u>PART 1 INTRODUCTION</u>	9
1.1	AUTHORITY	9
1.2	LEGISLATED EM FUNCTIONS OF LOCAL GOVERNMENT	9
1.3	AIM OF THE ARRANGEMENTS	9
1.4	PURPOSE OF THE ARRANGEMENTS	9
1.5	SCOPE OF THE ARRANGEMENTS	9
1.6	AREA COVERED (CONTEXT)	10
1.6.1	SHIRE OF KATANNING	10
1.6.2	SHIRE OF WOODANILLING	10
1.6.3	THE SHIRE OF KENT	10
1.7	SPECIAL CONSIDERATIONS	11
1.7.1	ALL SHIRES	11
1.7.2	SHIRE OF KATANNING	11
1.7.3	SHIRE OF WOODANILLING	11
1.7.4	SHIRE OF KENT	11
1.8	RELATED DOCUMENTS & ARRANGEMENTS	11
1.8.1	LOCAL EMERGENCY MANAGEMENT POLICIES	12
1.8.2	LOCAL PLANS	12
1.9	AGREEMENTS, UNDERSTANDINGS & COMMITMENTS	12
1.9.1	ADDITIONAL SUPPORT	12
1.10	COMMUNITY CONSULTATION	12
1.11	DOCUMENT AVAILABILITY	12
2	<u>PART 2 – PREVENTION & PREPAREDNESS</u>	13
2.1	LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)	13
2.1.1	LEMC FUNCTIONS	13
2.1.2	LEMC MEMBERSHIP	13
2.1.3	LEMC ROLES AND RESPONSIBILITIES	13
2.2	MEETING SCHEDULE	14
2.2.1	ANNUAL REPORTS (S. 25 EM ACT)	15
2.3	EMERGENCY RISK MANAGEMENT	15
2.3.1	KATANNING	15
2.3.2	WOODANILLING	16
2.3.3	KENT	16
3	<u>RESPONSE</u>	17
3.1	LOCAL GOVERNMENT RESPONSIBILITIES IN RESPONSE	17

3.2	EMERGENCIES LIKELY TO OCCUR	17
3.2.1	RELEVANT STATE SUPPORT PLANS	18
3.2.2	RELEVANT STATE GUIDELINES	18
3.3	RESOURCES	18
3.4	FINANCIAL ARRANGEMENTS	19
3.5	RESPONSE ROLES & RESPONSIBILITIES	19
3.5.1	HAZARD MANAGEMENT AGENCY	19
3.5.2	CONTROLLING AGENCY	19
3.5.3	COMBAT AGENCIES	19
3.5.4	INCIDENT MANAGEMENT TEAM	20
3.5.5	SUPPORT AGENCIES	20
3.5.6	INCIDENT SUPPORT GROUP (ISG)	20
3.6	INDIVIDUAL ROLES' RESPONSIBILITIES	21
3.6.1	INCIDENT CONTROLLER	21
3.6.2	LOCAL EMERGENCY COORDINATOR	21
3.6.3	LOCAL GOVERNMENT LIAISON OFFICER	21
3.6.4	LOCAL RECOVERY COORDINATOR	22
3.6.5	LOCAL WELFARE ROLES AND RESPONSIBILITIES	22
3.7	PUBLIC INFORMATION	23
3.7.1	ONE SOURCE, ONE MESSAGE	23
3.8	PUBLIC WARNINGS	23
3.8.1	DFES PUBLIC INFORMATION SYSTEM	23
3.8.2	LOCAL SYSTEMS	23
3.9	MANAGING ENQUIRIES	24
3.9.1	MEDIA ENQUIRIES	24
3.9.2	GENERAL ENQUIRIES	24
4	COMMUNITY EVACUATION	26
4.1	DECISION TO EVACUATE	26
4.2	WARNING	27
4.3	STAGE 3: WITHDRAWAL	27
4.3.1	SELF-EVACUATION	27
4.3.2	EVACUATION	27
4.4	SHELTER	28
4.5	RETURN	28
4.6	EVACUATION PLANNING	29
4.6.1	PRE-EVACUATION PLANNING	29
4.6.2	EVACUATION PLANNING - OPERATIONAL	29
5	PART 5 – RECOVERY	30
6	PART 6 – EXERCISING & REVIEWING	31

6.1	EXERCISING	31
6.1.1	AIM	31
6.1.2	FREQUENCY	31
6.1.3	TYPES	31
6.1.4	REPORTING OF EXERCISES	31
6.2	REVIEW	31
7	PART 7 APPENDICES	32
<hr/>		
7.1	APPENDIX 1 - CRITICAL CONTACTS	33
7.2	APPENDIX 2 - LEMC MEMBERSHIP	37
7.3	APPENDIX 3 - ISG LOCATIONS:	38
7.4	APPENDIX 4 - SHIRE RESOURCES	39
7.4.1	SHIRE OF KATANNING	39
7.4.2	SHIRE OF KENT	39
7.4.3	SHIRE OF WOODANILLING	39
7.5	APPENDIX 5 - CONTRACTOR RESOURCES	41
7.5.1	MACHINERY AND WATER TANKERS	41
7.5.2	TRANSPORT RESOURCES	44
7.5.3	OTHER RESOURCES	44
7.6	CATERING AVAILABILITY AND CONTACTS DETAILS 20/21	45
7.7	APPENDIX 7 – AT RISK PERSONS GROUPS	46
7.7.1	SHIRE OF KATANNING	46
7.7.2	SHIRE OF WOODANILLING	47
7.7.3	SHIRE OF KENT	47
7.8	APPENDIX 8 - PRE-EVENT EVACUATION PLANNING	48
7.8.1	AT RISK PERSONS	48
7.8.2	HIGH RISK SETTLEMENTS	48
7.8.3	IDENTIFICATION OF WELFARE CENTRES	49
7.8.4	ISOLATION AND QUARANTINE	49
7.8.5	RESOURCES	49
7.8.6	TRAFFIC CONSIDERATIONS	49
7.8.7	DEMOGRAPHICS:	49
7.8.8	MAJOR EVENTS	50
7.8.9	ANIMALS	50
7.9	APPENDIX 9 - OPERATIONAL EVACUATION PLAN PLANNING	51
7.9.1	EMERGENCY EVACUATION PLANNING MAP	51
7.9.2	OPERATIONAL EVACUATION PLAN TEMPLATE	51
7.10	APPENDIX 10 - WELFARE CENTRE INFORMATION	65
7.10.1	KATANNING LEISURE CENTRE	65
7.10.2	KATANNING TOWN HALL	67
7.10.3	KATANNING SALEYARDS	69
7.10.4	WOODANILLING RECREATION CENTRE	71
7.10.5	WOODANILLING TOWN HALL	73

7.10.6	NYABING TOWN HALL	75
7.10.7	NYABING PAVILION	77
7.10.8	PINGRUP TOWN HALL	79
7.10.9	PINGRUP RECREATION CENTRE	81
7.11	APPENDIX 11 - MAPS OF DISTRICT	83
7.11.1	KATANNING NORTH SECTION	83
7.11.2	KATANNING SOUTH SECTION	84
7.11.3	WOODANILLING	85
7.11.4	NYABING	86
7.11.5	PINGRUP	87
7.13	DEMOGRAPHICS	88
7.14	APPENDIX 10 - RISK REGISTER - KATANNING	89
7.15	APPENDIX 11 - RISK REGISTER - WOODANILLING	95
7.16	GENERAL ACRONYMS	106
7.17	GLOSSARY OF TERMS	107

Distribution

ORGANISATION	NO COPIES
Shire of Katanning	1
Shire of Woodanilling	1
Shire of Kent	1
Katanning Police Station	1
Department of Biodiversity, Conservation & Attractions	1
Department of Communities	1
Katanning Health Service	1
Department of Primary Industry and Regional Development – Katanning	1
Department of Fire & Emergency Services (DFES) Upper Great Southern	1
VFRS Katanning	1
Chief Bush Control Officer	3 (1 each)
Western Power	1
SES Wagin	1
Arc Infrastructure	1
Water Corporation	1
Telstra Regional	1
Main Roads WA	1

Amendment Record

NO.	DATE	AMENDMENT DETAILS	BY
1	9 June 2010	Complete Re-write & re-issue	LEMC
2	14 th July 2011	Update and re- issued	LEMC
3	15 th Nov 2013	Update and re-issued	Cindy Pearce/ Val Jolly
4	20 th Nov 2015	Updated Contact Numbers	CESM Cindy Pearce
5	8 TH Feb 2016	Updated Contacts Numbers / Legislative Changes.	CESM Cindy Pearce endorsed by LEMC
6	4 March 2016	Updated Contact Numbers /details with consultation from other Shires	CESM Cindy Pearce endorsed by LEMC 3 March 2016
7	10 Jul 2019	Updated and re-issued, (additions / format changes)	CESM Mike Barnes
8	20 Oct 2020	Moved Glossary to appendix 7.15. Corrected formatting errors. Updated 'Emergencies Likely to Occur' with links to updated State Hazard Plans. Added Critical Contacts List Updated Welfare Centre details Updated resource information Updated Katanning & Woodanilling Risk information.	CESM Suzan Lees CESM Cindy Pearce DCEO Sue Dowson
9	28 Jan 2021	Kent Shire Welfare Centre details updated	CESM Suzan Lees
9.01	5 May 2021	Kent Shire Risk Assessment details added. Evacuation information updated.	CESM Suzan Lees

The master copy of this document will be held by the Shire of Katanning. Copies will be distributed to agencies listed in the distribution list and each shire will ensure the most up-to-date copy of the plan is available on its website;

www.Katanning.wa.gov.au

www.woodanilling.wa.gov.au

www.kent.wa.gov.au

When an amendment is made, the Shire will ensure that:

- the amendment is recorded in the 'amendment record' of the master document; and
- copies of the amendments are distributed to those listed in the distribution list.

1 PART 1 INTRODUCTION

1.1 AUTHORITY

These arrangements have been prepared in accordance with s.41(1) of the Emergency Management Act 2005 and endorsed by the Katanning, Woodanilling, Kent Local Emergency Management Committee and approved by the Councils of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent.

1.2 LEGISLATED EM FUNCTIONS OF LOCAL GOVERNMENT

Under s.36 of the *Emergency Management Act 2005*, it is a function of a local government —

- a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district; and
- b) to manage recovery following an emergency affecting the community in its district; and
- c) to perform other functions given to the local government under this Act.

1.3 AIM OF THE ARRANGEMENTS

The aim of the Local Emergency Management Arrangements (LEMA) is to describe the overall emergency management coordination arrangements within the three Shires.

1.4 PURPOSE OF THE ARRANGEMENTS

The purpose of these emergency management arrangements is to detail:

- a) the local governments' policies for emergency management;
- b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
- c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
- d) a description of emergencies that are likely to occur in the local government district;
- e) strategies and priorities for emergency management in the local government district;
- f) other matters about emergency management in the local government district prescribed by the regulations; and
- g) other matters about emergency management in the local government district the local governments consider appropriate". (s.41(2) of the Emergency Management Act 2005).

1.5 SCOPE OF THE ARRANGEMENTS

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMAs in dealing with an emergency. These should be detailed in each HMA's individual plan.

- This document applies to the local government districts of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent;
- details the shires' capacity to provide resources in support of an emergency, while maintaining business continuity;
- details the shires' responsibilities in relation to recovery management; and

- serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

1.6 AREA COVERED (CONTEXT)

1.6.1 SHIRE OF KATANNING

The Shire of Katanning is centrally located in the heart of the Great Southern. It offers the advantages of a rural lifestyle, with the convenience of easy access to the cities of Perth, Albany and Bunbury. While the area is essentially agricultural, the town is a regional centre with access to a range of recreation and leisure facilities, government, health and education services, as well as a diverse retail and business district.

The town site is situated on the Great Southern Hwy, with the main entrance framed by the picturesque and adventurous All Ages Playground.

1.6.2 SHIRE OF WOODANILLING

The Shire of Woodanilling is the northern-most shire in the Great Southern region, covering an area of 1,126sq km. The population is 420 and growing. The town site of Woodanilling is situated on the Great Southern Highway, some 252kms from the Perth CBD. It can be reached by road from Perth via the Albany Highway and is a comfortable 3-hour drive from the city centre.

The main industry is agriculture but there is a growing tourism industry.

On the west side of the Shire in the Beaufort River area, there is a sheep abattoir, a poultry abattoir, a road house/ tavern and a new tree plantation.

The Woodanilling town site contains the shire council administration centre and depot, a general store, a primary school, a well-equipped recreation/ function centre, an historic two-storey tavern, a caravan park with 32 bays and some onsite cabins, an archery park and a CBH grain receival site. The Great Southern railway line runs through the town site.

1.6.3 THE SHIRE OF KENT

The Shire of Kent covers an area over 6,500 km² and is predominantly an agricultural area. The average rainfall is approximately 375 mm per annum which is ideal growing wheat, barley, and other grains and legumes.

The principal centres in the Shire are the towns of Nyabing (Pop approx. 120) and Pingrup (Pop approx. 80). Nyabing is approximately 320km south east of Perth and Pingrup a further 40km east of Nyabing. Both communities are renowned as being close knit, friendly, crime free and family oriented.

1.7 SPECIAL CONSIDERATIONS

During various time of the year, the following may impact on the availability of resources, volunteers or the number of people in a township.

1.7.1 ALL SHIRES

- Seasonal Agricultural Activities
 - Seeding – May – July
 - Harvest – November – January
- Tourist Season – all year
- Wagin Woolarama – first weekend in March annually
- Bushfire Season – November – April

1.7.2 SHIRE OF KATANNING

- Special Events –
 - Australia Day breakfast – 26th January
 - Katanning Harmony Festival 3rd week of March
 - Katanning Agricultural Show 4th weekend of October
 - Christmas on Clive – first Saturday in December
 - Sheep sales – every Wednesday
- CaLD & Indigenous Community – The Shire of Katanning has a high Indigenous and Muslim community. Emergency Managers should be aware of differences in culture and communications when offering information to these sections of the community. This may require the use of specialist resources such as translators or specifically targeted community information. Assistance may be available from Katanning Migrant Resource Centre &/or Albany Migrant Resource Centre.

1.7.3 SHIRE OF WOODANILLING

- Special Events
 - Australia Day breakfast – 26th January
 - Hockey grand finals – early September each year
 - Christmas Tree in Centenary Park – December each year

1.7.4 SHIRE OF KENT

- Special Events
 - Pingrup Race Day – March annually

1.8 RELATED DOCUMENTS & ARRANGEMENTS

- Emergency Management Act 2005 (the EM Act) and Regulations
- SEMP Policies, Procedures and Guidelines
- State Hazard Plans
- State Support Plans

1.8.1 LOCAL EMERGENCY MANAGEMENT POLICIES

- Nil

1.8.2 LOCAL PLANS

Table 1.1

DOCUMENT	OWNER	LOCATION
Local Emergency Welfare Plan	Department of Communities	July 2019
Risk Register	Shire of Katanning	Shire of Katanning
Risk Register	Shire of Woodanilling	Shire of Woodanilling
Risk Register (to be completed 2020)	Shire of Kent	Shire of Kent

1.9 AGREEMENTS, UNDERSTANDINGS & COMMITMENTS

The following table identifies documented agreements for the provision of services during major emergencies.

Table 1.2

PARTIES TO THE AGREEMENT	SUMMARY OF THE AGREEMENT	SPECIAL CONSIDERATIONS

1.9.1 ADDITIONAL SUPPORT

Table 1.3

ORGANISATION	DESCRIPTION	COMMENTS	CONTACTS

1.10 COMMUNITY CONSULTATION

This document was developed in consultation with the LEMC as a representative committee providing advice and information to each Council on behalf of the community.

1.11 DOCUMENT AVAILABILITY

Copies of these Arrangements are available from each Shire's Administration Office during normal office hours. The LEMA is also available on the Shires' websites.

Shire of Katanning 52 Austral Terrace Katanning 6317 www.katanning.wa.gov.au	Shire of Woodanilling 3316 Robinson Road Woodanilling 6316 www.woodanilling.wa.gov.au	Shire of Kent 24-26 Richmond Street Nyabing 6341 www.kent.wa.gov.au
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2 PART 2 – PREVENTION & PREPAREDNESS

2.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

The Shires of Katanning, Woodanilling and Kent, under s. 38 of the *EM Act 2005*, has established a Local Emergency Management Committee (LEMC) to plan, manage and exercise the local emergency arrangements. The framework under which the LEMC operates is detailed in the *State Emergency Management Policy* at point 2.5.

2.1.1 LEMC FUNCTIONS

The LEMC has the following functions (s. 39 of the *EM Act 2005*):

- to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
- to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

2.1.2 LEMC MEMBERSHIP

The LEMC membership must include at least one local government representative and the Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members

A full list of LEMC Membership and contact details is located in Appendix 2 - LEMC Membership.

2.1.3 LEMC ROLES AND RESPONSIBILITIES

2.1.3.1 LEMC Chair

The Chair of the LEMC is appointed by the local government (s. 38 of the *EM Act 2005*) and has the following responsibilities:

- Chairs the LEMC meetings;
- manage the development and maintenance of the LEMA for the district;
- ensure the development of the committee's reporting requirements in accordance with legislative and policy requirements; and
- ensure the effective operation of the committee in accordance with legislation.

During meetings, the Chairperson:

- opens the meeting;
- welcomes and introduces members and guests;
- keeps individuals focused on the topics being discussed;
- makes sure that members are aware of decisions that are made;
- keeps track of the time; and
- closes the meeting.

2.1.3.2 LEMC Deputy Chair

- acts as Chairperson to the committee in the absence of the Chairperson;
- assists and provides advice as requested by the Chairperson;
- Undertakes the role of Chair to committee working groups, as required;
- provides relevant emergency management advice to the Chairperson and committee, as required;
- provides support and direction to the XO, as required.

2.1.3.3 LEMC Executive Officer

The LEMC Executive Officer (XO) (or delegated officer) is responsible for taking notes and writing the record of the meeting and works closely with the Chairperson. The XO may delegate the taking of notes and record meeting details to a support officer. The XO focuses on the **content** of the meeting while the Chairperson is concerned with the **process**.

The XO also takes responsibility for communicating with members outside meetings through the distribution of the agenda and the circulation of the meeting notes. At times there may be out-of-session matters that have to be addressed, and the XO contacts members in such instances.

The XO is responsible the following tasks:

- Calls for agenda items prior to the meeting allowing sufficient time for members to respond;
- Prepares and writes the agenda, a joint responsibility with the Chairperson;
- Distributes the agenda and papers prior to the meeting allowing adequate time for members to read them;
- Organises catering arrangements and acts on instructions about equipment that may be required for the meeting;
- Takes notes at the meeting;
- Prepares draft Minutes from the notes taken;
- Finalises the Minutes in consultation with the Chairperson;
- Circulates the Minutes;
- Keeps a complete record of meetings and documentation; and
- Develops a system of archiving notes and documents.

2.2 MEETING SCHEDULE

The Local Emergency Management Committee aims to meet four times a year in accordance with *State Emergency Management Procedure 7 - LEMC meeting frequency 'Emergency Management in Local Government Districts*.

At each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

Every Meeting:

- Confirm key stakeholders contact details;
- Review any Post-Incident Reports and Post Exercise Reports generated since last meeting;
- Progress of Emergency Risk Management (ERM) process;

- Progress of Treatment Strategies arising from ERM process;
- Progress of development or review of LEMA; and
- Other matters as determined by the Local Government.

First Quarter:

- Develop and approve next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
- Begin developing annual business plan.

Second Quarter:

- Prepare LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
- Finalise and approve annual business plan.

Third Quarter

- Identify emergency management projects for possible grant funding.

Fourth Quarter:

- National and State funding nominations.

The LEMC shall determine other procedures as it considers necessary.

2.2.1 ANNUAL REPORTS (S. 25 EM ACT)

The Executive Officer or nominated representative will complete and submit the Annual Report on behalf of the LEMC and Local Governments in accordance with State Emergency Management Policy 7.1 “Annual Reporting”. Using the template in State Emergency Management Procedures (s.17 Annual Reporting).

2.3 EMERGENCY RISK MANAGEMENT

2.3.1 KATANNING

The Shire of Katanning conducted a risk assessment in May 2019. The completed Risk Register is available from the Shire. The hazards evaluated, listed in the table below, resulted in 81 risks requiring a treatment plan. An extract of the Risk Register, listing the risks rated ‘Extreme’ or ‘High’ is included at **section 7.14 Appendix 14 - Risk Register - Katanning**.

Table 2.1 - Katanning

Hazard	Risks - Treatment Required
Fire	5 Extreme, 11 High
Storm	8 Extreme, 10 High
Flood	15 High
Heatwave	3 Extreme, 3 High
Animal and Plant Biosecurity	5 Extreme, 6 High
Earthquake	14 High

2.3.2 WOODANILLING

The Shire of Woodanilling conducted a risk assessment in May 2019. The completed Risk Register is available from the Shire. The hazards evaluated, listed in the table below, resulted in 81 risks requiring a treatment plan. An extract of the Risk Register, listing the risks rated 'Extreme' or 'High' is included at **section 7.15 Appendix 15 - Risk Register - Woodanilling**.

Table 2.2 - Woodanilling

Hazard	Risks - Treatment Required
Bushfire	
Storm	
Flooding	
Heatwave	
Animal and Plant Biosecurity	
Earthquake	

2.3.3 KENT

The Shire of Kent completed its risk assessment process in April 2021. The completed Risk Register is available from the Shire. The hazards evaluated, listed in the table below, resulted in 38 risks requiring a treatment plan. An extract of the Risk Register, listing the risks rated 'Extreme' or 'High' is included at **section 7.16 Appendix 16 - Risk Register – Shire of Kent**

Table 2.3 – Kent

Hazard	Risks – Treatment Required
Animal and Plant Biosecurity	8 Extreme, 1 High
Fire	5 Extreme, 5 High
Storm	5 High
Flood	8 High

3 RESPONSE

3.1 LOCAL GOVERNMENT RESPONSIBILITIES IN RESPONSE

The Local Government has the follow roles in relation to emergency response:

- Combat Agency for bush fire (outside of gazetted fire district).
- Liaise with the incident controller and provide liaison officer to the Incident Management Team (IMT).
- Participate in the ISG and provide local support.
- Where an identified welfare centre is a building owned and operated by local government, provide a liaison officer to support the Department of Communities.
- Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires emergency response capability.

3.2 EMERGENCIES LIKELY TO OCCUR

The following is a table of emergencies that are likely to occur within the Local Government area and links to the relevant State Hazard Plans;

Hazard	Hazard Management Agency	Controlling Agency	Local Combat	Local Support	State Hazard Plan
Animal and Plant Biosecurity	Agriculture Director General	DPIRD	DPIRD Katanning		Animal & Plant Biosecurity
Collapse	FES Commissioner	DFES	SES	St John Ambulance	Collapse
Crash Emergency (Air, Rail or Road)	Commissioner of Police	WA Police	VFRS	St John Ambulance	Crash Emergency
Earthquake	FES Commissioner	DFES	SES	SES	Earthquake
Energy Supply Disruption	Coordinator of Energy	Energy Policy WA			Energy Supply Disruption
Flood	FES Commissioner	DFES	SES	SES	Flood
Fire	FES Commissioner	DFES, DBCA, LG	BFB, DBCA, VFRS	Farmer response	Fire
Heatwave	Chief Executive Officer	Department of Health	Katanning Hospital		Heatwave
Hazardous Materials	FES Commissioner	DFES	Katanning Hospital		HAZMAT
Human Biosecurity	Chief Executive Officer	Department of Health	Katanning Hospital		Human Epidemic

Reservoir /Dam Collapse	Water Corporation WA				
Search and Rescue	Commissioner of Police	WA Police	SES		Search and Rescue Emergency
Storm	FES Commissioner	DFES	SES		Storm

These arrangements are based on the premise that the HMA responsible for the above risks will develop, test and review appropriate emergency management plans for their hazard.

3.2.1 RELEVANT STATE SUPPORT PLANS

DOCUMENT	OWNER	LOCATION
Animal Welfare in Emergencies	Director General DPIRD	SEMC Website
Emergency Public Information	SEMC	SEMC Website
Emergency Welfare (Interim)	CEO Department of Communities	SEMC Website
State Health Emergency Response Plan	CEO Department of Health	SEMC Website

3.2.2 RELEVANT STATE GUIDELINES

DOCUMENT	OWNER	LOCATION
Traffic Management during Emergencies Guideline	SEMC	SEMC Website
WA Community Evacuation in Emergencies Guideline	SEMC	SEMC Website
Emergency Evacuation Planning Template	SEMC	SEMC Website
Operational Evacuation Plan Template	SEMC	SEMC Website

3.3 RESOURCES

The controlling agency is responsible for determining the resources required to combat the hazards for which they have responsibility. If required, the shires of Katanning, Woodanilling and Kent may provide resources and support through the Incident Support Group.

The shires' available resources are listed in **section 7.4 Appendix 4 - Shire Resources**.

3.4 FINANCIAL ARRANGEMENTS

The shires of Katanning, Woodanilling and Kent recognises state *EM Policy 5.12 - funding for emergencies*:

To ensure accountability for expenditure incurred, the Emergency Management Agency (EMA) with operational control of any resource is responsible for payment of all related expenses associated with its operation during emergencies, unless other arrangements are established.

This means that where the local government is the Controlling Agency for a bushfire, it is responsible for all related costs unless the fire has been handed over to the HMA under s.13 of the *Bush Fires Act 1954*.

3.5 RESPONSE ROLES & RESPONSIBILITIES

3.5.1 HAZARD MANAGEMENT AGENCY

A Hazard Management Agency (HMA) is an agency or person who is responsible for the management of a hazard or range of hazards as prescribed in the *EM Regulations 2006*.

The functions of the HMAs are to:

- Undertake responsibilities where prescribed in the *EM Regulations 2006* for these aspects.
- Appointment of Hazard Management Officers (s.55 of the *EM Act*)
- Declare / revoke emergency situation (s.50 and 53 of the *EM Act*)
- Coordinate the development of the State Hazard Plan for that hazard.
- Ensure effective transition to recovery from the controlling agency to local government

3.5.2 CONTROLLING AGENCY

The Controlling Agency has responsibility for controlling the response to an incident, as specified in the relevant State Hazard Plan. The Controlling Agency must appoint an Incident Controller (IC).

If an incident escalates to become an emergency, the Controlling Agency and the HMA may often be the same agency.

If it is not clear who the Controlling Agency should be, and a satisfactory agreement cannot be reached, then the WA Police shall assume control of the incident until such time as the appropriate Controlling Agency can be determined.

3.5.3 COMBAT AGENCIES

A combat agency is responsible for response tasks as specified in the relevant State Hazard Plan. An example of this is local government bush fire brigades responding to a bush fire. While the fire is managed by the local government, the local government is also the Controlling Agency, and must appoint an Incident Controller.

3.5.4 INCIDENT MANAGEMENT TEAM

An Incident Management Team (IMT) is a group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning, logistics and public information. The team headed by the incident controller which is responsible for the overall control of the incident.

3.5.5 SUPPORT AGENCIES

A Support Organisation is responsible for specific activities in support of the Controlling Agency and may also support Combat Agencies and other Support Organisations upon request. An example may be the Salvation Army providing meals to welfare centre.

3.5.6 INCIDENT SUPPORT GROUP (ISG)

The ISG is a group of people represented by the different agencies who may be involved in the incident, whose role it is provide support to the Incident Management Team (IMT).

The ISG is convened by the Incident Controller (IC) or the Local Emergency Coordinator, in consultation with the IC, to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources. The Local Government Liaison Officer should be a member of the IMT.

Triggers for the activation of an ISG

The triggers for an incident support group are defined in the *State EM Policy* Statement 5.2.2 and *State EM Plan* Section 5.1. The activation of an ISG should be considered when the following occur;

- the incident is designated as Level 2 or higher;
- multiple agencies need to be coordinated;
- possible or actual evacuation required;
- the need to coordinate warning/information to community during;
- there is a perceived need relative to an impending hazard impact. (Flood, fire, storm surge);
- multi agency response where there is a need for collaborative decision making and the coordination of resources/information; and
- there is a need for regional support beyond that of a single agency.

ISG Membership

The makeup of an ISG will generally depend on the nature of the incident and this group may change over the incident's duration.

The local recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach of all available resources to an emergency.

The frequency of meetings will be determined by the IC and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources. It is important that accurate meeting records are maintained.

Refer to section 7.3 Appendix 3 - ISG Locations: for suitable locations and contact details for establishing the ISG.

3.6 INDIVIDUAL ROLES' RESPONSIBILITIES

3.6.1 INCIDENT CONTROLLER

The Incident Controller (IC) is appointed by Controlling Agency of an incident. During an incident the IC is responsible for:

- the overall control of an incident within a defined Incident Area;
- leading an incident management team;
- assessing the incident level — if an incident is assessed as a Level 2 or Level 3 incident, the IC must make an incident level declaration in accordance with *State EM Response Procedure 2*;
- ensuring the accuracy of the emergency public information, approving its release in coordination with all relevant agencies and terminating its broadcast;
- In consultation with the HMA, ensuring effective strategies for evacuation are implemented;
- Management of traffic during an emergency response.

3.6.2 LOCAL EMERGENCY COORDINATOR

The Local Emergency Coordinator (LEC) is the Officer in Charge of the local WA Police station:

- provide advice and support to the LEMC in the development and maintenance of LEMA;
- assist HMAs to provide a coordinated response during an emergency in the district; and
- carry out other emergency management activities in accordance with the directions of the State Emergency Coordinator.

3.6.3 LOCAL GOVERNMENT LIAISON OFFICER

The LG Liaison Officer is the CEO or delegate (for respective shires):

- represents the local government on the Incident Management Team (IMT);
- attends the Incident Support Group (ISG) and/or Operations Area Support Group (OASG) meetings to represent the relevant shire to provide local knowledge; and
- has authority to commit shire resources and services to the emergency response.

3.6.4 LOCAL RECOVERY COORDINATOR

The LG Recovery Coordinator (LRC) is the CEO or delegate (for respective shires).

- forms part of the IMT to ensure recovery can commence as soon as practicable;
- develop and maintain effective recovery management arrangements for the local government;
- in conjunction with the local recovery committee, implement a post-incident recovery action plan; and
- manage the recovery phase of the incident.

(See the Shire of Katanning, Woodanilling and Kent's Local Recovery Plan for further details).

3.6.5 LOCAL WELFARE ROLES AND RESPONSIBILITIES

When the Incident Controller has decided that an evacuation of people or animals is necessary, a Welfare Centre should be established.

For details, please refer to the Department of Communities Local Emergency Welfare Plan for the Shires of Katanning, Kent and Woodanilling.

When a Welfare Centre has been opened, the following roles are activated:

3.6.5.1 District Emergency Services Officer

The Communities shall appoint a District Emergency Services Officer (DESO) to prepare local welfare plans. The DESO for the Shire of Katanning, Shire of Woodanilling and the Shire of Kent is contained in Contacts Register.

3.6.5.2 Local Welfare Coordinator

The Local Welfare Coordinator is the Team Leader, Communities Katanning. The contact number is listed in the contacts register.

3.6.5.3 LG Welfare Liaison Officer

The LG Welfare Liaison Officer is the Executive Manager Community Development or delegate. The role of the Local Welfare Liaison Officer is to provide a point of contact to local government resources for a welfare centre.:

- open and establish a welfare centre;
- commence the registration process of affected persons until the arrival of the Department of Communities;
- provide advice, information and resources regarding the operation of the facility; and
- assist with maintenance requirements for the facility.

Refer to 7.1 Appendix 1 - Critical Contacts for the details of current Welfare Officers.

3.7 PUBLIC INFORMATION

3.7.1 ONE SOURCE, ONE MESSAGE

Communities threatened or impacted by emergencies have an urgent and vital need for timely, adequate and accurate information and instructions so they can be aware of the emergency and to take appropriate actions to safeguard life and property (State EM Policy 5.6).

However, the community must be encouraged to seek out information from reliable sources, such as the emergency.wa.gov.au website, make decisions early, and not wait to be contacted by emergency management agencies.

The Controlling Agency is responsible for providing this information, and the IC (or delegate) must approve all public information messages before they are disseminated.

Where individual agencies want to issue media releases for their areas of responsibility (e.g. Water Corporation on water issues, Western Power on power issues, etc.), release times, issues identified, and content shall be coordinated through the ISG to avoid conflicting messages being given to the public.

3.8 PUBLIC WARNINGS

During an incident that may impact on the local community, reliable information must be made available.

The IC is responsible for the dissemination of public information and warnings. Any warnings should be broadcast through DFES to ensure that the emergency.wa.gov.au website and DFES public information lines are updated with current information.

3.8.1 DFES PUBLIC INFORMATION SYSTEM

The DFES public information system should be activated during any incident where there is a possible threat to lives or homes, or where there may be heightened public concern.

To request the issue of a public warning contact:

DFES Regional Duty Coordinator on 1800 865 103.

3.8.2 LOCAL SYSTEMS

The DFES Public Information System should be the preferred method of communication and should be promoted as a trusted source of information.

Local systems should be used with caution, as it may cause confusion, or people may come to rely on being contacted by local shires in the event of an emergency, which cannot be guaranteed.

The Shires of Katanning, Woodanilling and Kent operate a Short Message System (SMS) that provides information to subscribers regarding harvest and vehicle movement bans. Although it is not intended to be used as an emergency warning system, this is a possible method of communications. Access is via the Shires of Katanning, Woodanilling and Kent.

Individual shires may also utilize additional communication channels such as websites, Facebook and WhatsApp.

3.9 MANAGING ENQUIRIES

3.9.1 MEDIA ENQUIRIES

During an emergency, information used in the communication response must be controlled to ensure that all facts are accurate and that the release is authorised. The following guidelines should be followed:

- Each shire is to nominate its authorised spokesperson (CEO or Shire President) to ensure that during a crisis all communication with the media and audiences is consistent, transparent and controlled.
- The spokesperson must have the updated facts and be both available and prepared to manage media relations.
- All information to be provided regarding an incident or its response is to be checked with the Controlling Agency and authorised by the IC before being disseminated.

In addition, shire personnel should adhere to the following guidelines:

- No shire personnel or spokesperson is to give “off the record” or “in confidence” information.
- The details of all media calls are to be recorded;
- Any public information material released by the Shires of Katanning, Woodanilling or Kent must have prior approval from the CEO or Shire President of that shire;
- Anything communicated to the media must be consistent with other internal and external communication.
- All media calls are to be returned as soon as possible.

3.9.2 GENERAL ENQUIRIES

Frontline shire employees should be prepared to receive enquiries from a range of stakeholders. Shire staff (other than approved spokespeople listed above), are not permitted to divulge any information relevant to an incident to any stakeholder, beyond what would be considered ‘business as usual’.

If the enquiry requires further information or comment, the caller or visitor must be referred to an authorised spokesperson. If the frontline employee is unable to transfer the caller to the appropriate person, a message needs to be taken so that the call can be returned as soon as possible.

The procedure for shire personnel in handling enquiries is:

- inform the person that you are not an authorised spokesperson and cannot provide comment or detailed information;
- take a message including the nature of the enquiry and the deadline (if applicable); and
- ensure that the appropriate person receives the message and returns the call within a timely manner.

Enquiries from concerned relatives and friends must be directed to the Department of Communities or the WA Police. At all times, you should:

- establish the caller/visitor's relationship to the person being enquired about;
- demonstrate care and listen to their concerns;

- provide reassurance that all necessary actions are being undertaken to manage the situation;
- remain calm; and
- if you receive an enquiry about someone who is injured, deceased or unaccounted for, you must ensure that the Controlling Agency or WA Police are advised of the enquiry as soon as possible.

4 COMMUNITY EVACUATION

Evacuation is the immediate and urgent movement of people away from a threat or actual occurrence of a hazard or emergency to a place of safety. Evacuating people and/or animals from an area threatened or affected by a hazard is a strategy that may be used to mitigate the potential loss of, or harm to, life.

The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the resources available.

Experience has shown that the evacuation of residents may not always be the optimum solution to managing the risk. Therefore, alternative strategies such as shelter in place, quarantine and/or the control or restriction of movement should be considered where appropriate.

The evacuation process comprises five stages:



4.1 DECISION TO EVACUATE

The Controlling Agency (where authorised by the HMA) has overall responsibility for the management of evacuation during an incident and will determine if the evacuation is to be recommended (voluntary) or directed (compulsory).

During an emergency event or state of emergency (declared under the EM Act 2005), the Controlling Agency must comply with the directions of the relevant HMA and the State Emergency Coordinator (SEC).

An Incident Controller who is not an HMO, Authorised Officer or Police Officer DOES NOT HAVE the power to make a **directed evacuation** during an emergency or declared state of emergency.

A **directed** evacuation may only be made by:

- Hazard Management Officers (i.e. officers or employees of the HMA, authorised under s.55 of the EM Act 2005, to act as hazard management officers during an emergency situation declared by that HMA)
- an Authorised Officer (under legislation other than the EM Act, such as s.14 of the Bus Fires Act 1954); or
- a police officer.

When considering evacuation, the Department of Communities (Communities) must be consulted during the planning stages. When the IC has decided that an evacuation of people or animals is necessary, a Welfare Centre must be established.

For details, please refer to the Department of Communities *Local Emergency Welfare Plan for the Shires of Katanning, Kent and Woodanilling.*

4.2 WARNING

The IC is to provide community warnings and timely advice on the likely threat of an emergency to assist community members in recognising the threat and being able to make an informed decision as to whether to move to another location. Community warnings should detail the actions required to be taken by the community.

This information should include:

- The areas under threat.
- If it is safe to leave or shelter in place.
- If it safe to leave, the direction people should leave in.
- Details of any road closures.
- Location of welfare centre(s).
- Information for animal owners (e.g. can animals be brought to a welfare centre).

When considered necessary the Controlling Agency may request, through the HMA, the use of warning systems such as the SEWS or the Emergency Alert Telephone Warning System (emergency alert).

For more information see section 3.7 Public Warnings.

4.3 STAGE 3: WITHDRAWAL

4.3.1 SELF-EVACUATION

Self-evacuation is the self-initiated, spontaneous movement of individuals, families or community groups when threatened by an emergency. As far as is practicable, the IC should provide sufficient, timely and relevant information to assist community members in making an informed decision to self-evacuate.

4.3.2 EVACUATION

For either a recommended or directed evacuation, the Controlling Agency or person carrying out the evacuation will advise community members of the most suitable location that they should evacuate to, based on the prevailing situation.

Recommended Evacuation (Voluntary)

A recommended (voluntary) evacuation will be made by the Controlling Agency or other authorised officer when there is a possible threat to lives or property, but it is not believed to be imminent or significant and the community is considered to have the capacity and capability to make an informed decision.

Once a decision has been made to evacuate an area, the IC in consultation with the HMA, must ensure that effective communication strategies are implemented and maintained for the duration of the emergency. **(See section 3.8 Public Warnings for more information.)**

Directed Evacuation (Compulsory)

A directed evacuation may only be made by an HMO, Authorised Officer or police officer during an emergency situation or state of emergency using powers under the EM Act (or other relevant legislation).

A directed evacuation is most likely to occur where members of the community at extreme risk do not have the capacity to make an informed decision or when injury or loss of life is imminent.

The Controlling Agency is to provide clear instruction to persons conducting the evacuation with respect to what action should be taken where a person refuses to evacuate. The Controlling Agency is to ensure, as far as practical, that those who refuse to evacuate understand the risks of staying and can make an informed decision.

See section 3.8 Public Warnings for more information.

4.4 SHELTER

Shelter is the provision of temporary respite for evacuees and includes immediate sheltering, temporary sheltering and temporary housing.

When considering appropriate alternatives for shelter, the Controlling Agency should consider, as far as practicable, the most appropriate types of shelter for a specific incident. This may include:

- shelter in place - where this is the safest or most appropriate option for the hazard, with consideration for advising additional action to increase personal safety;
- with family, friends or other accommodation outside the affected area if it is safe to leave (many members of the community will choose to do this if they have the option to do so);
- assembly area - either for a known short-term evacuation or as a temporary stopping point before moving on to an evacuation centre;
- evacuation centre - selected from suitable locations detailed in Appendix 8 - Pre-Event Evacuation Planning

4.4.1 AT RISK PERSONS

Please see **section 7.7 Appendix 7 – At Risk Persons Groups** for details of those persons who may need special consideration during an evacuation.

4.4.2 HIGH RISK SETTLEMENTS

The following settlements may be exposed to high level of emergency risk within the local government district.

Shire of Katanning:

Area/Settlement	Hazard	Description

Shire of KENT:

Area/Settlement	Hazard	Description
Nyabing	Flood	Community may be isolated in major flood event. Major road connections have low-lying flood ways.
Pingrup	Flood	Community may be isolated in major flood event. Community may be isolated in major flood event. Major road connections have low-lying flood ways.

Shire of Woodanilling:

Area/Settlement	Hazard	Description

4.4.3 IDENTIFICATION OF WELFARE CENTRES

Please see section **7.8 Appendix 8 - Welfare Centre Information** for details of the locations of available welfare centres and the facilities available at each centre.

4.4.4 ISOLATION AND QUARANTINE

For issues regarding isolation and quarantine at Welfare Centres, the current Department of Communities advice will be adhered to, where possible.

4.4.5 RESOURCES

For resources, including for transport, please refer to section 7.5 Appendix 5 - Contractor Resources

4.4.6 TRAFFIC CONSIDERATIONS

Each Shire may develop plans to assist with evacuation planning that consider:

- any pinch points – such as, one road in-one road out;
- load limits on bridges;
- suitable access/egress routes for the expected type/volume of traffic, including alternatives by or air when suitable roads are inaccessible, insufficient or inappropriate;

- possible locations for vehicle control points to assist with traffic management (i.e. where traffic can be easily re-routed, and communications should be reliable).

4.4.7 DEMOGRAPHICS:

Shire of Katanning

Demographics	Number	Considerations
Total permanent population	4,042	Seasonal increase of farm workers during seeding and harvest
Median age	40.3	
Persons aged 75+	313	
Aboriginal & Torres Straits Islander peoples	430 - (10%)	
Persons born overseas	840	
Proficiency in English	71.1%	CALD peoples to be considered in evacuation planning
People with a disability	900 (estimated)	Mobility issues to be considered in evacuation planning.

Shire of Kent

Demographics	Number	Considerations
Total permanent population	559	Seasonal increase of farm workers during seeding and harvest
Median age	40.6	
Persons aged 75+	35	
Aboriginal & Torres Straits Islander peoples	9	
Persons born overseas	52	
Proficiency in English	100%	Minimal CALD considerations
People with a disability	6	

Shire of Woodanilling

Demographics	Number	Considerations
Total permanent population	430	Seasonal increase of farm workers during seeding and harvest

Median age	40.6	
Persons aged 75+		34
Aboriginal & Torres Straits Islander peoples	11	
Persons born overseas	50	
Proficiency in English	100%	Minimal CALD considerations
People with a disability	7 (estimated)	

4.4.8 MAJOR EVENTS

Please refer to **section 1.7 Special Considerations** for details of special events or seasonal activities that may impact on availability of resources, volunteers or the number of people in a township during an emergency event.

4.4.9 ANIMALS

The owner or carer of an animal is responsible for the safety and welfare their animal(s) at all times, including during emergency events. **Please refer to the shires' Plan for Animal Welfare in Emergencies (PAWE) for details.**

There are no commercial animal boarding facilities available in any of the three shires. The Council Dog Pounds are not suitable to hold dogs in an emergency.

The Equestrian area and Shearing Sheds at the Leisure Centre in Katanning may be suitable to hold some animals; however, owners would need to be responsible for managing their animals.

Refer to 7.10 Appendix 10 - Welfare Centre Information for information about facilities for animals at Welfare Centres.

4.5 APPENDIX 9 - OPERATIONAL EVACUATION PLAN PLANNING

4.5.1 EMERGENCY EVACUATION PLANNING MAP

An online mapping system, such as FES Maps will generally be used by the IC to plan evacuations.

Refer also to section 7.11 Appendix 11 - Maps of District.

4.5.2 OPERATIONAL EVACUATION PLAN TEMPLATE

Under the *Emergency Management Act 2005*, for a recommended evacuation, developing an evacuation plan or undertaking activities to support the plan, will generally be completed by the Incident Controller (appointed by the Controlling Agency). In the case of a directed evacuation, this will generally be completed by the Hazard Management Officer (authorised by the HMA) or Authorised Officer (authorised by the SEC).

This template on the following pages can be used to develop a plan or document decisions and strategies from another agency where time permits – or as an aide-memoire where needs to be taken urgently.

The template is also available for download on the SEMC website.

Operational Evacuation Plan Template

This document is compiled by:

Name: _____

Position: _____

Time: _____

Date: _____

Signature: _____

Are details of the evacuation entered on a crisis information management system (e.g. WebEOC/WebFusion)?

Yes

Please specify: _____

No

Incident Name/Reference: _____

SITUATION

Briefly describe the situation or emergency which has, or may cause, a recommendation or direction to an affected community to evacuate, including other imminent or occurring hazards/emergencies:

SUMMARY OF KEY RISK

Issue(s)	Likelihood	Consequences	Mitigation Strategy
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	

MISSION

Briefly describe the mission in this evacuation or potential evacuation:

Specified objections:

EXECUTION

Key Roles

HMA/Controlling Agency/Incident Controller:

Agency: _____

Incident Controller: _____

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Operational Area Manager (if appointed):

Agency: _____

Operational Area
Manager

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Police Commander:

Agency: _____

WA Police Force

Name: _____

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Emergency Coordinator(s): *(Local Officer in Charge and/or District Superintendent perform whole of government coordination function at local and/or district level(s))*

Agency: _____

WA Police Force

Local Emergency Coordinator

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Agency:	WA Police Force	District Emergency Coordinator
Contact Number 1:	_____	Contact Number 2: _____
Email 1:	_____	Email 2: _____

Evacuation Manager: *(Where appointed – this position will generally sit under Operations in the incident management system (e.g. AIMS))*

Agency:	_____	Name:	_____
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____
Other:	_____		

Major Facilities:	_____
-------------------	-------

Incident Control Centre Details:

Name of ICC:	_____		
Location of ICC:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Incident Control Point/Forward Control Centre Details (if applicable):

Name of ICP:	_____		
Location of ICP:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Incident Support Group Details (if activated):

Name of ISG Site:	_____		
Location of ISG:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Location of the Operational Area Support Group (if activated):

Name of OASG Site:	_____		
Location of OASG	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Location of the Primary Evacuation Centre (if activated):			
Name of Centre:	_____		
Location:	_____		
Capacity:	_____		
Facilities:	_____		
Contact Name:	_____		
Contact Number:	_____	Email:	_____

Location of the Secondary Evacuation Centre (if activated):			
Name of Centre:	_____		
Location:	_____		
Capacity:	_____		
Facilities:	_____		
Contact Name:	_____		
Contact Number:	_____	Email:	_____

Other:	_____

DECISION PHASE: is getting people out the best option?

The decision to evacuate rests with the Controlling Agency/HMA. For a directed evacuation, the Controlling Agency must be an HMO, Authorised Officer or Police Office or liaise with an HMA to direct an evacuation under the Emergency Management Act 2005.

Type of evacuation issued:
<input type="checkbox"/> Recommended evacuation
<input type="checkbox"/> Directed evacuation

This decision was made in consultation with:
--

<input type="checkbox"/>	Controlling Agency
	Contact Name 1: _____
	Contact Name 2: _____
<input type="checkbox"/>	WA Police Force
	Contact Name 1: _____
	Contact Name 2: _____
<input type="checkbox"/>	HMA
	Contact Name 1: _____
	Contact Name 2: _____
<input type="checkbox"/>	Other Experts
	Name/Agency 1: _____
	Name/Agency 2: _____
	Name/Agency 3: _____
	Name/Agency 4: _____
	Name/Agency 5: _____

Does the person making the decision to recommend or direct an evacuation have the legislated authority?

Yes Give Details: _____

No State Reasons: _____

Relevant issues to this evacuation/potential evacuation and affecting decision:	Yes	No
Time pressure	<input type="checkbox"/>	<input type="checkbox"/>
Information source/validity	<input type="checkbox"/>	<input type="checkbox"/>
Competing tasks	<input type="checkbox"/>	<input type="checkbox"/>
Ability/risk to evacuate	<input type="checkbox"/>	<input type="checkbox"/>
Safety of community	<input type="checkbox"/>	<input type="checkbox"/>
Safety of at-risk persons (aged, children, homeless, tourist)	<input type="checkbox"/>	<input type="checkbox"/>
Staffing (resourcing)	<input type="checkbox"/>	<input type="checkbox"/>
Community preparedness	<input type="checkbox"/>	<input type="checkbox"/>
Communication processes	<input type="checkbox"/>	<input type="checkbox"/>
Sufficient shelter provisions	<input type="checkbox"/>	<input type="checkbox"/>
Safety of emergency responders	<input type="checkbox"/>	<input type="checkbox"/>

Other imminent or occurring hazard/emergency		<input type="checkbox"/>	<input type="checkbox"/>
If Yes	HMA:		
	Contact Person:		
	Contact Number:		
	HMA:		
	Contact Person:		
	Contact Number:		
Other (please specify)		<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)		<input type="checkbox"/>	<input type="checkbox"/>
Trigger Points – Are there identified trigger points for evacuation to be recommended or commenced?		<input type="checkbox"/>	<input type="checkbox"/>
If Yes	Trigger Point	Activity	

Alternatives – By necessity, are there any alternatives to an evacuation?	Yes	No
Shelter in place	<input type="checkbox"/>	<input type="checkbox"/>
Identified community refuge	<input type="checkbox"/>	<input type="checkbox"/>
Private shelter	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

WARNING PHASE: telling people of the need to go

The issuing of a warning/recommendation/direction to those affected by an impending emergency is the responsibility of the Controlling Agency's Incident Controller. Where the Incident Controller has requested assistance with relates tasks for a community evacuation, e.g. for door knocks, they are to advise who is to facilitate provision of required information.

Actual messaging to contain the following information:	Yes	No
Identification of the HMA/Controlling Agency	<input type="checkbox"/>	<input type="checkbox"/>

Location of area affected	<input type="checkbox"/>	<input type="checkbox"/>
Predicted severity	<input type="checkbox"/>	<input type="checkbox"/>
How people should respond	<input type="checkbox"/>	<input type="checkbox"/>
Where to get further information	<input type="checkbox"/>	<input type="checkbox"/>
If you answered No to any of the above, please enter reason(s):		
Other information to include (if appropriate):	Yes	No
Instructions for at risk persons	<input type="checkbox"/>	<input type="checkbox"/>
Ancillary issues, such as domestic pets, medications, identification	<input type="checkbox"/>	<input type="checkbox"/>
Limitation on possession e.g. oversize items, livestock	<input type="checkbox"/>	<input type="checkbox"/>
Recommended personal items e.g. toiletries, clothing, baby formula	<input type="checkbox"/>	<input type="checkbox"/>
Recommended transport routes and/or transport options	<input type="checkbox"/>	<input type="checkbox"/>
Security of evacuated areas (assurance patrols or similar if safe to do so)	<input type="checkbox"/>	<input type="checkbox"/>
Advice on energy supplies and air conditioning e.g. switch off gas, electricity	<input type="checkbox"/>	<input type="checkbox"/>
Advise to inform relatives/friends on your intentions/destination	<input type="checkbox"/>	<input type="checkbox"/>
Information about 'Register.Find.Reunite' system (in consultation with Department of Communities)	<input type="checkbox"/>	<input type="checkbox"/>
Alternative arrangements for hazards requiring isolation or quarantine (e.g. human epidemic)	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Methods available to facilitate public warnings (consider resources, specialist support and emergency responder safety):	Yes	No
Media (television)	<input type="checkbox"/>	<input type="checkbox"/>
Media (radio)	<input type="checkbox"/>	<input type="checkbox"/>
Telephone contact	<input type="checkbox"/>	<input type="checkbox"/>
Short Message Service (SMS)	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Alert	<input type="checkbox"/>	<input type="checkbox"/>
Standard Emergency Warning Signal	<input type="checkbox"/>	<input type="checkbox"/>
Door knocks	<input type="checkbox"/>	<input type="checkbox"/>

Verbal messages	<input type="checkbox"/>	<input type="checkbox"/>
Community meetings	<input type="checkbox"/>	<input type="checkbox"/>
Sirens	<input type="checkbox"/>	<input type="checkbox"/>
Public address systems	<input type="checkbox"/>	<input type="checkbox"/>
Agency websites	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>
Social networking sites	<input type="checkbox"/>	<input type="checkbox"/>
Print material	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>

WITHDRAWAL PHASE: getting people out

The responsibility for evacuating a community remains with the Controlling Agency/HMA/ HMO or authorised officer, who may request assistance with specific activities as part of their (documented) evacuation strategy or, by agreement, may delegate the development and/or execution of an evacuation strategy. Where this plan is completed by another agency, appointment of an Evacuation Manager from that agency is recommended and the resultant evacuation strategy should be endorsed by the HMA/HMO where practicable. Consultation with Main Roads WA, resources available, specialist support, personnel safety and possible exclusions to evacuation direction are key considerations.

Outline of evacuation strategy	Yes	No
Does a plan already exist?	<input type="checkbox"/>	<input type="checkbox"/>

Sectorise/Phase the affected area if appropriate:

At risk persons (such as aged, CALD, unaccompanied children, walking wounded, people with disabilities, pregnant persons, tourist):

Consider assembly area, if required:

Evacuation centre(s) identified (Department of Communities to coordinate welfare support on request):

Are animals permitted?

Can animals be sheltered in the vicinity?

If required by HMA, alternative evacuation arrangements for concurrent emergency requiring isolation or quarantine (e.g. human epidemic/pandemic)

Forecast need for registration and reunification (Register.Find.Reunite):

Identify transport options (including by land, sea or air, as applicable):
Develop traffic management plan (considering ingress and egress routes, sole use of route for evacuees/emergency responders and welfare/first aid enroute, as applicable):
Identify multi-agency communications arrangements/plan:
Flagging of evacuated properties (any scheme in place for flagging by residents or responders):
Security of evacuated area:
Actions on persons declining to evacuate (such as possibility or registration/list of premises). Note: Unaccompanied children should be evacuated to a Department of Communities centre.
Other considerations:

SHELTER PHASE: where people can go and providing support

The Controlling Agency or HMA is responsible for ensuring evacuated persons have appropriate provisions. Identification of a suitable evacuation centre and coordination of community welfare is supported by the Department of Communities on request. Confirm whether the Department of Communities have been activated by the Controlling Agency or HMA. If facilities are required that will accept animals, local government should be able to provide advice.

Have the following actions being taken?	Yes	No
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Evacuation centre requirements identified – The following information may assist the Department of Communities and local governments with the selection of an evacuation centre(s). <ul style="list-style-type: none"> • Summary of the incident • Areas currently identified as safe locations (include map of impacted area) • Transportation routes - Ingress and Egress • Estimated number of persons displaced or evacuated • Expected duration of the evacuation (less than one day, overnight, etc.) • Security concerns 	<input type="checkbox"/>	<input type="checkbox"/>
Welfare response requested (through Department of Communities)	<input type="checkbox"/>	<input type="checkbox"/>
Locations for evacuation/welfare centres selected (Consultation between the Controlling Agency/HMA and the Department of Communities should occur prior to selection, whenever possible) Note: Where the Department of Communities is unable to be on site immediately, the Local Emergency Welfare Plans , developed by the local government and the Department of Communities, and the Local Evacuation Plan, should be consulted.	<input type="checkbox"/>	<input type="checkbox"/>
Registration and reunification process (Register.Find.Reunite) access requested/delivered – Department of Communities	<input type="checkbox"/>	<input type="checkbox"/>
Other resources are in position to commence registration of evacuees	<input type="checkbox"/>	<input type="checkbox"/>
Recommended Appendices	Yes	No
Incident Management Team (IMT) contact list	<input type="checkbox"/>	<input type="checkbox"/>
Residents contact list	<input type="checkbox"/>	<input type="checkbox"/>
Record of warning messages (date/time/method)	<input type="checkbox"/>	<input type="checkbox"/>
Risk assessment matrix	<input type="checkbox"/>	<input type="checkbox"/>
Traffic management plan	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Management Planning Cell Checklist	<input type="checkbox"/>	<input type="checkbox"/>
Maps	<input type="checkbox"/>	<input type="checkbox"/>
Record of advice provided to affected areas/persons	<input type="checkbox"/>	<input type="checkbox"/>
List of at-risk people/locations	<input type="checkbox"/>	<input type="checkbox"/>
RETURN PHASE: allowing people back and supporting their return		
<i>The decision to allow a community to return, planning for the return and providing accurate and timely information to the displaced community are the responsibilities of the HMA, or Controlling Agency's Incident Controller. Where other agencies are assisting, it is important that this assistance is confirmed and decisions swiftly disseminated to relevant personnel.</i>		
Key considerations	Yes	No
The affect area being declared safe	<input type="checkbox"/>	<input type="checkbox"/>
Crime scene preservation	<input type="checkbox"/>	<input type="checkbox"/>
Availability of services and utilities (gas, electricity, roads)	<input type="checkbox"/>	<input type="checkbox"/>

Evacuees' psychological and physical health	<input type="checkbox"/>	<input type="checkbox"/>
Transport for persons with a disability, those with specific care requirements	<input type="checkbox"/>	<input type="checkbox"/>
Economic factors involves in the return of evacuees	<input type="checkbox"/>	<input type="checkbox"/>
Possible need for a phased return/traffic management/permit system	<input type="checkbox"/>	<input type="checkbox"/>
Local Recovery Coordinator/Coordination Group included in planning	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Informing other stakeholders of the decision:	<input type="checkbox"/>	<input type="checkbox"/>
Community representatives	<input type="checkbox"/>	<input type="checkbox"/>
Department of Communities	<input type="checkbox"/>	<input type="checkbox"/>
Department of Primary Industries and Regional Development	<input type="checkbox"/>	<input type="checkbox"/>
Department of Fire and Emergency Services	<input type="checkbox"/>	<input type="checkbox"/>
Department of Health	<input type="checkbox"/>	<input type="checkbox"/>
Department of Biodiversity, Conservation and Attractions	<input type="checkbox"/>	<input type="checkbox"/>
Department of Water and Environmental Regulation	<input type="checkbox"/>	<input type="checkbox"/>
Department of Mines, Industry Regulations and Safety	<input type="checkbox"/>	<input type="checkbox"/>
Department of Transport	<input type="checkbox"/>	<input type="checkbox"/>
Local Government	<input type="checkbox"/>	<input type="checkbox"/>
Main Roads WA	<input type="checkbox"/>	<input type="checkbox"/>
Utility Companies	<input type="checkbox"/>	<input type="checkbox"/>
Water Authorities	<input type="checkbox"/>	<input type="checkbox"/>
WA Police Force	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Verification of Return Process – the decision to allow return is:		
Authorised by		
Name: _____		
Title: _____		
At hours on (time): _____ (date): _____		
Organisations: _____		

ADMINISTRATION & LOGISTICS

Communications	
Safety	
Records Management	
Transport	
Equipment	
Medical	
Meals	
Other (<i>specify</i>):	
Other (<i>specify</i>):	

- Appendix 10 - Welfare Centre Information;
- specialist facility - for evacuees with additional care needs (such as a hospital or aged-care facility);
- refuge - if available in the affected area and appropriate to withstand the hazard;
- place of last resort - a place that may provide some protection but with no guarantee of safety, and that will not be staffed by agency personnel.

4.6 RETURN

The IC, in consultation with the HMA, is responsible for the provision of timely and accurate situational information to the displaced community (e.g. current activities being undertaken, timeframe for return of community and assistance available to evacuees) and should ensure there is an effective plan in place for returning the displaced community, including provision for at risk persons.

The return phase of evacuation may be executed in stages and should be subject to planning. This should include issues such as community safety, restoration of essential services and provision of welfare support services.

The Controlling Agency should manage any risk from other (non-prescribed) hazards (e.g. structural integrity, site contamination, hazardous materials and health threats) arising from the emergency, before returning a community following evacuation.

4.7 EVACUATION PLANNING

4.7.1 PRE-EVACUATION PLANNING

Planning an evacuation is dependent on many factors, including the nature and extent of the hazard, the predicted speed of onset, the number and category of people at risk from the hazard, possible safe evacuation routes and the resources available.

Some of these factors will be unknown and cannot be planned for in advance of an emergency. However, identifying resources, persons and communities at risk, critical contacts and resources can assist the Controlling Agency to develop effective operational evacuation plans.

For more information, refer to section 7.8 Appendix 8 - Pre-Event Evacuation Planning.

4.7.2 EVACUATION PLANNING - OPERATIONAL

Under the *Emergency Management Act 2005*, for a recommended evacuation, the IC will generally develop the operational evacuation plan.

For a directed evacuation, the operational evacuation plan will generally be completed by the Hazard Management Officer (authorised by the HMA) or Authorised Officer (authorised by the SEC).

For more information, refer to section 7.9 Appendix 9 - Operational Evacuation Plan Planning

5 PART 5 – RECOVERY

Please refer to the Shire of Katanning, Shire of Woodanilling and the Shire of Kent Recovery Management Plan.

6 PART 6 – EXERCISING & REVIEWING

6.1 EXERCISING

(Note: this section is to be updated to align with SEMC’s WA Managing Exercises Guidelines in 2021)

6.1.1 AIM

The aim of any exercise conducted by the LEMC should be to assess the Local Emergency Management Arrangements, not a HMA’s response to an incident. This is a HMA responsibility.

6.1.2 FREQUENCY

The LEMC will hold an exercise annually.

6.1.3 TYPES

Exercises may be:

- Discussion
- Field
- Desktop

6.1.4 REPORTING OF EXERCISES

Exercises are to be reported to the DEMC as per State Emergency Management Policy 4.8.4 and/or 4.8.5 State EM Preparedness Procedure 19.

6.2 REVIEW

The Executive Officer should ensure this document is reviewed as follows;

Item	Review
Contact Details	Each quarterly meeting
Local Arrangements – contents	Annually
Local Arrangements – via exercise	Annually
Emergency Risk Management	5 years or if there is a significant change

7 PART 7 APPENDICES

7.2 APPENDIX 2 - LEMC MEMBERSHIP

- Chair – Shire President/Deputy Shire President or nominated Council Officer Shire of Katanning, Shire of Woodanilling, Shire of Kent.
- Deputy Chair – OIC Katanning Police
- Executive Officer – CESM Shire of Katanning, CESM Shire of Kent
- Shire of Katanning CEO
- Shire of Woodanilling CEO
- Shire of Kent CEO
- Department of Health
- DBCA Parks & Wildlife Service – Katanning
- Executive Manager Infrastructure & Assets Shire of Katanning
- DPIRD Site Manager Katanning
- Department of Communities
- Katanning Senior High School
- Katanning Primary School
- Woodanilling Primary School
- Nyabing Primary School
- Pingrup Primary School
- St John Ambulance – Katanning
- St John Ambulance – Nyabing
- St John Ambulance – Pingrup
- State Emergency Service - Wagin
- Katanning Volunteer Fire & Rescue Service
- Western Power
- Chief Bush Fire Control Officer – Shire of Katanning
- Chief Bush Fire Control Officer – Shire of Woodanilling
- Chief Bush Fire Control Officer – Shire of Kent
- ARC Infrastructure
- Red Cross
- CWA
- Water Corporation
- Main Roads WA
- Telstra
- Aboriginal Corporation

7.3 APPENDIX 3 - ISG LOCATIONS:

SHIRE OF KATANNING

52 Austral Terrace, Katanning

	Name	Phone	Phone
1 Contact	CEO Julian Murphy	(08) 9821999	0427 817 443
2 Contact	CESM – Cindy Pearce	(08) 9821999	0417 071 567

SHIRE OF WOODANILLING

31 Robinson Road, Woodanilling

	Name	Phone	Phone
1 Contact	CEO – Stephen Gash	9823 1506	0427 097 364
2 Contact	CESM – Cindy Pearce	0417 071 567	0417 071 567
3 Contact	DCEO – Sue Dowson	0424 704 812	

SHIRE OF KENT – NYABING – SHIRE OFFICE/CHAMBERS

24 – 26 Richmond Street, Nyabing

	Name	Phone	Phone
1 Contact	CEO – Rick Miller	9829 1051	0429 993 986
2 Contact	CESM –		0436 668 242
3 Contact	DCEO – Michelle Bamass		0428 291 125

7.4 APPENDIX 4 - SHIRE RESOURCES

7.4.1 SHIRE OF KATANNING

Item description	Items
Graders – John Deere and Cat	2
Trucks – road trains	3
Water Tank 10,000 litres (slip on for truck)	1
Water Truck 11,500 litres	1
FEL and Tree rake	1
Backhoe	1
Mobile Standpipe	1
Skidsteer Caterpillar	1
Fast Fill Trailers	4
Generator	2
Water Pump and Hoses 3inch	1
Fire Truck 2.4	1
Sign Trailer	2
Transfer pumps	2
30 road cones/ 20 bollards w/ bases. Numerous road signs related to bushfires and smoke over road.	Brigade resources

7.4.2 SHIRE OF KENT

Item description	Items
Komatsu GD-555-8 Grader (KT027)	1
Komatsu GD-555 Grader (KT029)	1
Komatsu GD555 Grader (KT050)	1
John Deere Grader (KT030)	1
Cat 428c Backhoe/Loader KT016	1
Komatsu Loader 2016 (KT028)	1
Loader John Deere (KT035)	1
John Deere 318D Skid Steer (KT006)	1
Case Excavator (KT023)	1
Truck with trailers or low loader	1
Water cart – slip on for truck	1
Various Utes (have been used in the past for towing trailers)	1

7.4.3 SHIRE OF WOODANILLING

Item description	Items
Fire truck	1
Graders	2
Loaders	1
Isuzu Dedicated water Truck(9000 litres)	1
Isuzu 5Ton Tipper Truck	1
Isuzu 10 ton Side/Rear tipper	2
Skidtseer	1
Utes	7
Backhoe	1
Fuel Trailer (1000 litre)	1
Signage Trailer	1
Plant Float Trailer (Pintle Hook Hitch)	1
Standpipe Trailers	6

Bartco Message Trailer	1
Bartco Traffic Lights(set of 2)	1
Honda Hi Flow Water pump	1

7.5 APPENDIX 5 - CONTRACTOR RESOURCES

7.5.1 MACHINERY AND WATER TANKERS

Contact Details	Equipment Type	Description	Location	Coupling Size
Steven Marshall - 0429 086 773	Water tanker	25, 000 litres	Katanning	3 inch Camlock
Wagin Earthworks Wayne Hegarty 0428 889 261	Water tanker	15,000 litres 4WD.	Within 200km of Wagin	3 inch Camlock
Dumblebung Earthmoving Shane Edwards 0428 641 043	Water tanker	20,000 litres	Dumbelyung	3 inch Camlock
Barry Kowald	Water Tanker	40.000 litres		
Morris Trimming 0407 774 624 Matt 0428 018 719 lesleytrimming@bigpond.com	Water tanker Loader	30 000 litres 28 ton	Between Katanning and Woodanilling	3 inch Camlock
Danny/ Craig Bignell 0427 241270 / 0408 341 253	Water tanker	25,000 litres	Broomehill	Hose type and connection size 50 mm
Ian Knapp 9822 7037 0427 215 635	Water tanker	40,000 litres	Approx 20 km North East of Katanning	
Matt Priest 0428 018 719	Water tanker	30,000 litres	North East of Katanning	
Brad Patterson 0428 228 042	Water Tanker		Cartmeticup Area Woodanilling	
Halanson Earthmoving Shane Steele Projects Manager 0429 089 046 shane@halansonearthmoving.com.au	Dozer Dozer Excavator Excavator Excavator Front End Loader Grader Skid Steer	Komatsu D155AX-6 Komatsu D65EX-15 Komatsu PC450LC-8 Komatsu PC270LC-8 Komatsu PC88MR-8 Komatsu WA470-6 John Deere 770GP Terex PT80		
Klopper Contracting Pty Ltd Simon Klopper simon@kloppercontracting.com.au	Dozer Dozer Dozer	Cat D9R Cat D8T Komatsu D85		

0427651696	Grader Front End Loader Front End Loader Fire Truck	Cat 140M Cat 970F Cat 950H Oshkos		
AD Contractors Debbie McAllister (Office Manager) adcontra@iinet.net.au 9841 2399 Ian Attwell Ops Manager 0408 412 399 Jason Dayman Supervisor 0439 820 363	Dozer Dozer Dozer Excavator Excavator Excavator Excavator 8 tonne Excavator 2 tonne Scraper Grader Grader Grader Front End Loader Front End Loader Front End Loader Front End Loader Front End Loader Tipper truck Water Tanker Water Tanker Low loader Low Loader Dump truck Roller Roller Backhoe Backhoe Skidsteer	Cat D7H Cat D8N Cat DN9 Cat 320 x 3 Cat 325 x3 Cat 330 Cat 308 Cat 301 Cat 621 x 2 Cat 920 x 3 Cat 12H Cat 140G Cat 920 x 3 Cat 950F Cat 950G/H Cat 966D Cat 980 6WT 6WT 11,000 litres Semi 17,000 litres Tri Axle 4 Axle 30 tonne SP56 smooth or padfoot CS-563C/D Pacific Multi tyred Cat 428 Cat 432 Cat 247B2AC	Albany	
Wagin Earthmoving Bron Hegarty 0428 889 261 admin@waginearthmoving.com.au	Truck side tipper Truck side tipper & trailer Semi side tipper Roadtrain Bulldozer Excavator	8 Wheel 8 Wheel & dog Semi Side tipper Roadtrain X2 Mini		

	Excavator Excavator Excavator Excavator Grader Loader Loader Scraper Water Pump Water Truck Mob/demob Float truck Mob/demob - Prime Mover Mulcher	15t 25t 50t With rock breaker X 2 RC100 Compact Track RC50 Compact Track		
BFL Contracting Andrew Gibbons 0428 229 613 bflcontracting988@hotmail.com	Mobile lighting tower Front End Loader	With 20kva generator. Large		
Becks Transport transport@elite-group.com.au 0428 429 804	Water Trailers Prime movers to haul water trailers.	4 x 30,000 litres		
Pratt Transport Logistics Mick Pratt - 0429 311 444 mick@wsi.com.au	Water Tanker Fast Attack truck Tilt trays	25,000 litres Follows behind on fire ground – water 10 000L Move loaders etc.	Albany	Direct Fire Couple – bottom fill the fire the trucks.
Holly Bulk Haulage Charles Holly 0409 761 346	Water Carting Prime movers and Semis	20,000 to 40,000 litres To supply water for water resupply areas No off-road capability.		
Widespread Contracting Peter Eckersley 0429611241 pe.eckersley@bigpond.com	Loader (wheeled) Excavator Dozer	Komatsu WA500-3H JCB JS220LC Caterpillar D6R-XL		

7.5.2 TRANSPORT RESOURCES

Contact Details	Equipment Type	Description (inc PAX capacity)	Location

7.5.3 OTHER RESOURCES

Contact Details	Equipment Type	Description	Location
Rapid Relief Team Ben Richardson - 0409 329 935 Michael - 0437 873931 Alan - 0458282410	BBQ Trailer Water tanker	meals for short/long duration 42,000 litres	Gnowangerup
Evan Hall 0428 123 374	Portable stock yards	Sheep yards (1,000 sheep)	818 Robinson Rd Woodanilling
Bindi Murray 0409 347 229	Portable stock yards	Sheep Yards (1,000 sheep)	Robinson Rd Woodanilling
Tim Harris 9822 1501, 0428 580 678	Portable stock yards	Sheep Yards (1,000 sheep)	Katanning Nyabing Rd
Scott Newby - 0400 673 440 Wayne Newby - 0429 674 182	Portable stock yards	Sheep Yards	Broomehill

7.6 CATERING AVAILABILITY AND CONTACTS DETAILS 20/21

BUSINESS NAME	CONTACT DETAILS	AVAILABLE HOURS	SUPPLY DETAILS
Chicken Treat	Shop - 98214411 Trevor – 0401 194 282	10.30am – 8pm	Chicken chips, burgers, rolls wraps. Drinks Cannot cater for large numbers, will require approx 2 hours.
Café on Cornwell	Jane Fornero 98211155 0447 177 255	24/7 As lives on the premises	Rolls, Sandwiches, Burger, Pizza Wraps Drinks, Choc Bars, Cakes. Will need 30-60 minutes depending on quantity. \$14-\$20
Sandy Boxall	0428166433	24/7 3-4 Hours' Notice	Mixed sandwiches, lasagnes, Sausage Rolls and Sauce Cakes and Biscuit's
Rapid Relief Team Gnowangerup	Ben Richardson 0409 329 935 Michael - 0437 873 931 Alan – 0458 282 410	24/7	Range of catering
The Daily Grind	90 Clive St East, Katanning	9821 7779	
Chicken Treat	132/134 Clive St, Katanning	9841 1144	
New Lodge Motel	172 Clive St, Katanning	9821 1788	
Katanning Motel	38 Albion St, Katanning	9821 1657	
Sandy Boxall	48 Amherst St Katanning	9821 1496 0428 166 433	
Loretta @ Federal L	111 Clive St, Katanning	9821 7128	
Nyabing Community Hub	18 Richmond St, Nyabing	9829 1015	
Nyabing General Store	16 Richmond St, Nyabing	9829 1075	
Michelle Harris		0408 956 954	

7.7 APPENDIX 7 – AT RISK PERSONS GROUPS

7.7.1 SHIRE OF KATANNING

Name	Description	Address	Contact	No People
Bethshan	Assisted living accommodation (seniors)	7 Piesse St Katanning	9821 1018	Up to 26
Lions Aberdeen Village	Seniors retirement housing	Aberdeen St, Katanning	Great Southern Housing Association 9842 8697	Up to 30
Amherst Village	Seniors Retirement housing	Amherst St Katanning	Shire of Katanning 9821 9999	Up to 30
Katanning Regional Hospital	Hospital	Corner of Clive & Adam St Katanning	9821 6222	100 +
Katanning Senior High School	District high school	2-8 Golf Links Rd Katanning	9821 9800 Carolyn Cook - 0429 181 004 katanning.shs@education.wa.edu.au	
Braeside Primary School	Primary school	Carinya Gardens, Katanning	9821 2328 Teresa Wigg - 0429 642 033 Braeside.ps@education.wa.edu.au	
Katanning Primary School	Primary school	Dore Street, Katanning	98211077 Anita Wills - 0428 651 055 Katanning.PS@education.wa.edu.au	
St Patrick's Primary School	Primary school	37 Amherst St, Katanning	9821 2281 Andrew Gammon - 0408 899 228 admin@stpatskatanning.wa.edu.au	
Katanning Community Childcare Centre	Opening Hours 8am -6pm	Conroy Street, Katanning	9821 2007 Julie Hawkins - 0428 955 264 katanningchildcare@iinet.net.au	
Coorlingah Building Family Services	Baldjamaar Foundation Early Years and Youth Program	Beaufort Street, Katanning	9842 7645 Damien Yarran – 0437540041 ceo@bmf.org.au	
Bright Start Child Care Centre	Opening Hours 7am – 6pm	Hassell Street, Katanning	98214321 Rebecca Leyte - 0432 545 186 tbzleyte@gmail.com brightstartchildcarecentre@gmail.com	

7.7.2 SHIRE OF WOODANILLING

Name	Description	Address	Contact	No People
Woodanilling Primary School	Primary School	Carlton Street, Woodanilling	9823 1528 Fiona Farren 0401 548 071 fiona.j.farren@education.wa.edu.au	13 students plus 5 staff
Avalon Caravan Park	Accommodation & Cafe	Great Southern Hwy, Woodanilling Town Site	98231681	Up to 19 people
Various Elderly residents in town		Shire of Woodanilling	9823 1506	

7.7.3 SHIRE OF KENT

Name	Description	Address	Contact	No People
Nyabing Primary School	Primary School	Hobley St, Nyabing	9829 1023	31 students 12 staff
Pingrup Primary School	Primary School	Carrie St, Pingrup	9820 1042	12 staff 20 students
End of the Line Caravan Park	Accommodation	Sanderson Street, Pingrup	9820 1011 A/H 0499 380 651	Up to 16 People
Nyabing Caravan Park	Accommodation	Nyabing South Road	C/- Shire CEO 0429 993 986	Up to 20 People
Senior accommodation	Retirees	Coates Close, Nyabing	08 9829 1051	Up to 4 people

7.8 APPENDIX 8 - PRE-EVENT EVACUATION PLANNING

7.8.1 AT RISK PERSONS

Please see **section 7.7 Appendix 7 – At Risk Persons Groups** for details of those persons who may need special consideration during an evacuation.

7.8.2 HIGH RISK SETTLEMENTS

The following settlements may be exposed to high level of emergency risk within the local government district.

Shire of Katanning:

Area/Settlement	Hazard	Description

Shire of KENT:

Area/Settlement	Hazard	Description
Nyabing	Flood	Community may be isolated in major flood event. Major road connections have low-lying flood ways.
Pingrup	Flood	Community may be isolated in major flood event. Community may be isolated in major flood event. Major road connections have low-lying flood ways.

Shire of Woodanilling:

Area/Settlement	Hazard	Description

7.8.3 IDENTIFICATION OF WELFARE CENTRES

Please see section 7.8 Error! Not a valid bookmark self-reference. for details of the locations of available welfare centres and the facilities available at each centre.

7.8.4 ISOLATION AND QUARANTINE

For issues regarding isolation and quarantine at Welfare Centres, the current Department of Communities advice will be adhered to, where possible.

7.8.5 RESOURCES

For resources, including for transport, please refer to section 7.5 Appendix 5 - Contractor Resources

7.8.6 TRAFFIC CONSIDERATIONS

Each Shire may develop plans to assist with evacuation planning that consider:

- any pinch points – such as, one road in-one road out;
- load limits on bridges;
- suitable access/egress routes for the expected type/volume of traffic, including alternatives by or air when suitable roads are inaccessible, insufficient or inappropriate;
- possible locations for vehicle control points to assist with traffic management (i.e. where traffic can be easily re-routed, and communications should be reliable).

7.8.7 DEMOGRAPHICS:

Shire of Katanning

Demographics	Number	Considerations
Total permanent population	4,042	Seasonal increase of farm workers during seeding and harvest
Median age	40.3	
Persons aged 75+	313	
Aboriginal & Torres Straits Islander peoples	430 - (10%)	
Persons born overseas	840	
Proficiency in English	71.1%	CALD peoples to be considered in evacuation planning
People with a disability	900 (estimated)	Mobility issues to be considered in evacuation planning.

Shire of Kent

Demographics	Number	Considerations
Total permanent population	559	Seasonal increase of farm workers during seeding and harvest
Median age	40.6	
Persons aged 75+	35	
Aboriginal & Torres Straits Islander peoples	9	
Persons born overseas	52	
Proficiency in English	100%	Minimal CALD considerations
People with a disability	6	

Shire of Woodanilling

Demographics	Number	Considerations
Total permanent population	430	Seasonal increase of farm workers during seeding and harvest
Median age	40.6	
Persons aged 75+		34
Aboriginal & Torres Straits Islander peoples	11	
Persons born overseas	50	
Proficiency in English	100%	Minimal CALD considerations
People with a disability	7 (estimated)	

7.8.8 MAJOR EVENTS

Please refer to **section 1.7 Special Considerations** for details of special events or seasonal activities that may impact on availability of resources, volunteers or the number of people in a township during an emergency event.

7.8.9 ANIMALS

The owner or carer of an animal is responsible for the safety and welfare their animal(s) at all times, including during emergency events. **Please refer to the shires' Plan for Animal Welfare in Emergencies (PAWE) for details.**

There are no commercial animal boarding facilities available in any of the three shires. The Council Dog Pounds are not suitable to hold dogs in an emergency.

The Equestrian area and Shearing Sheds at the Leisure Centre in Katanning may be suitable to hold some animals; however, owners would need to be responsible for managing their animals.

Refer to 7.10 Appendix 10 - Welfare Centre Information for information about facilities for animals at Welfare Centres.

7.9 APPENDIX 9 - OPERATIONAL EVACUATION PLAN PLANNING

7.9.1 EMERGENCY EVACUATION PLANNING MAP

An online mapping system, such as FES Maps will generally be used by the IC to plan evacuations.

Refer also to section 7.11 Appendix 11 - Maps of District.

7.9.2 OPERATIONAL EVACUATION PLAN TEMPLATE

Under the *Emergency Management Act 2005*, for a recommended evacuation, developing an evacuation plan or undertaking activities to support the plan, will generally be completed by the Incident Controller (appointed by the Controlling Agency). In the case of a directed evacuation, this will generally be completed by the Hazard Management Officer (authorised by the HMA) or Authorised Officer (authorised by the SEC).

This template on the following pages can be used to develop a plan or document decisions and strategies from another agency where time permits – or as an aide-memoire where needs to be taken urgently.

The template is also available for download on the [SEMC website](#).

Operational Evacuation Plan Template

This document is compiled by:

Name: _____

Position: _____

Time: _____ Date: _____

Signature: _____

Are details of the evacuation entered on a crisis information management system (e.g. WebEOC/WebFusion)?

Yes Please specify: _____

No

Incident Name/Reference: _____

SITUATION

Briefly describe the situation or emergency which has, or may cause, a recommendation or direction to an affected community to evacuate, including other imminent or occurring hazards/emergencies:

SUMMARY OF KEY RISK

Issue(s)	Likelihood	Consequences	Mitigation Strategy
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	
	low/med/high	low/med/high	

MISSION

Briefly describe the mission in this evacuation or potential evacuation:

Specified objections:

EXECUTION

Key Roles

HMA/Controlling Agency/Incident Controller:

Agency: _____

Incident Controller: _____

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Operational Area Manager (if appointed):

Agency: _____ Operational Area
Manager

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Police Commander:

Agency: WA Police Force

Name: _____

Contact Number 1: _____

Contact Number 2: _____

Email 1: _____

Email 2: _____

Emergency Coordinator(s): *(Local Officer in Charge and/or District Superintendent perform whole of government coordination function at local and/or district level(s))*

Agency:	WA Police Force	Local Emergency Coordinator
Contact Number 1:	_____	Contact Number 2: _____
Email 1:	_____	Email 2: _____
Agency:	WA Police Force	District Emergency Coordinator
Contact Number 1:	_____	Contact Number 2: _____
Email 1:	_____	Email 2: _____

Evacuation Manager: *(Where appointed – this position will generally sit under Operations in the incident management system (e.g. AIMS))*

Agency:	_____	Name:	_____
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____
Other:	_____		

Major Facilities:	_____
-------------------	-------

Incident Control Centre Details:

Name of ICC:	_____		
Location of ICC:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Incident Control Point/Forward Control Centre Details (if applicable):

Name of ICP:	_____		
Location of ICP:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Incident Support Group Details (if activated):

Name of ISG Site:	_____		
Location of ISG:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Location of the Operational Area Support Group (if activated):

Name of OASG Site:	_____		
Location of OASG:	_____		
Contact Number 1:	_____	Contact Number 2:	_____
Email 1:	_____	Email 2:	_____

Location of the Primary Evacuation Centre (if activated):

Name of Centre:	_____		
Location:	_____		
Capacity:	_____		
Facilities:	_____		
Contact Name:	_____		
Contact Number:	_____	Email:	_____

Location of the Secondary Evacuation Centre (if activated):

Name of Centre:	_____		
Location:	_____		
Capacity:	_____		
Facilities:	_____		
Contact Name:	_____		
Contact Number:	_____	Email:	_____

Other:	_____		

DECISION PHASE: is getting people out the best option?

The decision to evacuate rests with the Controlling Agency/HMA. For a directed evacuation, the Controlling Agency must be an HMO, Authorised Officer or Police Officer or liaise with an HMA to direct an evacuation under the Emergency Management Act 2005.

Type of evacuation issued:

- Recommended evacuation
- Directed evacuation

This decision was made in consultation with:

- Controlling Agency

Contact Name 1: _____

Contact Name 2: _____

- WA Police Force

Contact Name 1: _____

Contact Name 2: _____

- HMA

Contact Name 1: _____

Contact Name 2: _____

- Other Experts

Name/Agency 1: _____

Name/Agency 2: _____

Name/Agency 3: _____

Name/Agency 4: _____

Name/Agency 5: _____

Does the person making the decision to recommend or direct an evacuation have the legislated authority?

- Yes Give Details: _____

- No State Reasons: _____

Relevant issues to this evacuation/potential evacuation and affecting decision:	Yes	No
Time pressure	<input type="checkbox"/>	<input type="checkbox"/>

Information source/validity	<input type="checkbox"/>	<input type="checkbox"/>
Competing tasks	<input type="checkbox"/>	<input type="checkbox"/>
Ability/risk to evacuate	<input type="checkbox"/>	<input type="checkbox"/>
Safety of community	<input type="checkbox"/>	<input type="checkbox"/>
Safety of at-risk persons (aged, children, homeless, tourist)	<input type="checkbox"/>	<input type="checkbox"/>
Staffing (resourcing)	<input type="checkbox"/>	<input type="checkbox"/>
Community preparedness	<input type="checkbox"/>	<input type="checkbox"/>
Communication processes	<input type="checkbox"/>	<input type="checkbox"/>
Sufficient shelter provisions	<input type="checkbox"/>	<input type="checkbox"/>
Safety of emergency responders	<input type="checkbox"/>	<input type="checkbox"/>
Other imminent or occurring hazard/emergency	<input type="checkbox"/>	<input type="checkbox"/>
<p>If Yes HMA: _____</p> <p> Contact Person: _____</p> <p> Contact Number: _____</p> <p> HMA: _____</p> <p> Contact Person: _____</p> <p> Contact Number: _____</p>		
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>
Trigger Points – Are there identified trigger points for evacuation to be recommended or commenced?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes	Trigger Point	Activity

Alternatives – By necessity, are there any alternatives to an evacuation?	Yes	No
Shelter in place	<input type="checkbox"/>	<input type="checkbox"/>

Identified community refuge	<input type="checkbox"/>	<input type="checkbox"/>
Private shelter	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

WARNING PHASE: telling people of the need to go

The issuing of a warning/recommendation/direction to those affected by an impending emergency is the responsibility of the Controlling Agency's Incident Controller. Where the Incident Controller has requested assistance with relates tasks for a community evacuation, e.g. for door knocks, they are to advise who is to facilitate provision of required information.

Actual messaging to contain the following information:	Yes	No
Identification of the HMA/Controlling Agency	<input type="checkbox"/>	<input type="checkbox"/>
Location of area affected	<input type="checkbox"/>	<input type="checkbox"/>
Predicted severity	<input type="checkbox"/>	<input type="checkbox"/>
How people should respond	<input type="checkbox"/>	<input type="checkbox"/>
Where to get further information	<input type="checkbox"/>	<input type="checkbox"/>

If you answered No to any of the above, please enter reason(s):

Other information to include (if appropriate):	Yes	No
Instructions for at risk persons	<input type="checkbox"/>	<input type="checkbox"/>
Ancillary issues, such as domestic pets, medications, identification	<input type="checkbox"/>	<input type="checkbox"/>
Limitation on possession e.g. oversize items, livestock	<input type="checkbox"/>	<input type="checkbox"/>
Recommended personal items e.g. toiletries, clothing, baby formula	<input type="checkbox"/>	<input type="checkbox"/>
Recommended transport routes and/or transport options	<input type="checkbox"/>	<input type="checkbox"/>
Security of evacuated areas (assurance patrols or similar if safe to do so)	<input type="checkbox"/>	<input type="checkbox"/>
Advice on energy supplies and air conditioning e.g. switch off gas, electricity	<input type="checkbox"/>	<input type="checkbox"/>

Advise to inform relatives/friends on your intentions/destination	<input type="checkbox"/>	<input type="checkbox"/>
Information about 'Register.Find.Reunite' system (in consultation with Department of Communities)	<input type="checkbox"/>	<input type="checkbox"/>
Alternative arrangements for hazards requiring isolation or quarantine (e.g. human epidemic)	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>
Methods available to facilitate public warnings (consider resources, specialist support and emergency responder safety):	Yes	No
Media (television)	<input type="checkbox"/>	<input type="checkbox"/>
Media (radio)	<input type="checkbox"/>	<input type="checkbox"/>
Telephone contact	<input type="checkbox"/>	<input type="checkbox"/>
Short Message Service (SMS)	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Alert	<input type="checkbox"/>	<input type="checkbox"/>
Standard Emergency Warning Signal	<input type="checkbox"/>	<input type="checkbox"/>
Door knocks	<input type="checkbox"/>	<input type="checkbox"/>
Verbal messages	<input type="checkbox"/>	<input type="checkbox"/>
Community meetings	<input type="checkbox"/>	<input type="checkbox"/>
Sirens	<input type="checkbox"/>	<input type="checkbox"/>
Public address systems	<input type="checkbox"/>	<input type="checkbox"/>
Agency websites	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>
Social networking sites	<input type="checkbox"/>	<input type="checkbox"/>
Print material	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>):	<input type="checkbox"/>	<input type="checkbox"/>

WITHDRAWAL PHASE: getting people out

The responsibility for evacuating a community remains with the Controlling Agency/HMA/ HMO or authorised officer, who may request assistance with specific activities as part of their (documented) evacuation strategy or, by agreement, may delegate the development and/or execution of an evacuation strategy. Where this plan is completed by another agency, appointment of an Evacuation Manager from that agency is recommended and the resultant evacuation strategy should be endorsed by the HMA/HMO where practicable. Consultation with Main Roads WA, resources available, specialist support, personnel safety and possible exclusions to evacuation direction are key considerations.

Outline of evacuation strategy	Yes	No
Does a plan already exist?	<input type="checkbox"/>	<input type="checkbox"/>

Sectorise/Phase the affected area if appropriate:

At risk persons (such as aged, CALD, unaccompanied children, walking wounded, people with disabilities, pregnant persons, tourist):

Consider assembly area, if required:

Evacuation centre(s) identified (Department of Communities to coordinate welfare support on request):

Are animals permitted?

Can animals be sheltered in the vicinity?

If required by HMA, alternative evacuation arrangements for concurrent emergency requiring isolation or quarantine (e.g. human epidemic/pandemic)

Forecast need for registration and reunification (Register.Find.Reunite):

Identify transport options (including by land, sea or air, as applicable):

Develop traffic management plan (considering ingress and egress routes, sole use of route for evacuees/emergency responders and welfare/first aid enroute, as applicable):

Identify multi-agency communications arrangements/plan:

Flagging of evacuated properties (any scheme in place for flagging by residents or responders):

Security of evacuated area:

Actions on persons declining to evacuate (such as possibility of registration/list of premises). Note: Unaccompanied children should be evacuated to a Department of Communities centre.

Other considerations:

SHELTER PHASE: where people can go and providing support

The Controlling Agency or HMA is responsible for ensuring evacuated persons have appropriate provisions. Identification of a suitable evacuation centre and coordination of community welfare is supported by the Department of Communities on request. Confirm whether the Department of Communities have been activated by the Controlling Agency or HMA. If facilities are required that will accept animals, local government should be able to provide advice.

Have the following actions being taken?	Yes	No
Evacuation centre requirements identified – The following information may assist the Department of Communities and local governments with the selection of an evacuation centre(s). <ul style="list-style-type: none"> • Summary of the incident • Areas currently identified as safe locations (include map of impacted area) • Transportation routes - Ingress and Egress • Estimated number of persons displaced or evacuated • Expected duration of the evacuation (less than one day, overnight, etc.) • Security concerns 	<input type="checkbox"/>	<input type="checkbox"/>
Welfare response requested (through Department of Communities)	<input type="checkbox"/>	<input type="checkbox"/>
Locations for evacuation/welfare centres selected (Consultation between the Controlling Agency/HMA and the Department of Communities should occur prior to selection, whenever possible) Note: Where the Department of Communities is unable to be on site immediately, the Local Emergency Welfare Plans , developed by the local government and the Department of Communities, and the Local Evacuation Plan, should be consulted.	<input type="checkbox"/>	<input type="checkbox"/>
Registration and reunification process (Register.Find.Reunite) access requested/delivered – Department of Communities	<input type="checkbox"/>	<input type="checkbox"/>
Other resources are in position to commence registration of evacuees	<input type="checkbox"/>	<input type="checkbox"/>
Recommended Appendices	Yes	No
Incident Management Team (IMT) contact list	<input type="checkbox"/>	<input type="checkbox"/>
Residents contact list	<input type="checkbox"/>	<input type="checkbox"/>
Record of warning messages (date/time/method)	<input type="checkbox"/>	<input type="checkbox"/>
Risk assessment matrix	<input type="checkbox"/>	<input type="checkbox"/>
Traffic management plan	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Management Planning Cell Checklist	<input type="checkbox"/>	<input type="checkbox"/>
Maps	<input type="checkbox"/>	<input type="checkbox"/>
Record of advice provided to affected areas/persons	<input type="checkbox"/>	<input type="checkbox"/>
List of at-risk people/locations	<input type="checkbox"/>	<input type="checkbox"/>

RETURN PHASE: allowing people back and supporting their return

The decision to allow a community to return, planning for the return and providing accurate and timely information to the displaced community are the responsibilities of the HMA, or Controlling Agency's Incident Controller. Where other agencies are assisting, it is important that this assistance is confirmed and decisions swiftly disseminated to relevant personnel.

Key considerations	Yes	No
The affect area being declared safe	<input type="checkbox"/>	<input type="checkbox"/>
Crime scene preservation	<input type="checkbox"/>	<input type="checkbox"/>
Availability of services and utilities (gas, electricity, roads)	<input type="checkbox"/>	<input type="checkbox"/>
Evacuees' psychological and physical health	<input type="checkbox"/>	<input type="checkbox"/>
Transport for persons with a disability, those with specific care requirements	<input type="checkbox"/>	<input type="checkbox"/>
Economic factors involves in the return of evacuees	<input type="checkbox"/>	<input type="checkbox"/>
Possible need for a phased return/traffic management/permit system	<input type="checkbox"/>	<input type="checkbox"/>
Local Recovery Coordinator/Coordination Group included in planning	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Informing other stakeholders of the decision:	<input type="checkbox"/>	<input type="checkbox"/>
Community representatives	<input type="checkbox"/>	<input type="checkbox"/>
Department of Communities	<input type="checkbox"/>	<input type="checkbox"/>
Department of Primary Industries and Regional Development	<input type="checkbox"/>	<input type="checkbox"/>
Department of Fire and Emergency Services	<input type="checkbox"/>	<input type="checkbox"/>
Department of Health	<input type="checkbox"/>	<input type="checkbox"/>
Department of Biodiversity, Conservation and Attractions	<input type="checkbox"/>	<input type="checkbox"/>
Department of Water and Environmental Regulation	<input type="checkbox"/>	<input type="checkbox"/>
Department of Mines, Industry Regulations and Safety	<input type="checkbox"/>	<input type="checkbox"/>
Department of Transport	<input type="checkbox"/>	<input type="checkbox"/>
Local Government	<input type="checkbox"/>	<input type="checkbox"/>
Main Roads WA	<input type="checkbox"/>	<input type="checkbox"/>
Utility Companies	<input type="checkbox"/>	<input type="checkbox"/>
Water Authorities	<input type="checkbox"/>	<input type="checkbox"/>

WA Police Force	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>specify</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Verification of Return Process – the decision to allow return is:		
Authorised by		
Name: _____		
Title: _____		
At hours on (time): _____ (date): _____		
Organisations: _____		

ADMINISTRATION & LOGISTICS

Communications	
Safety	
Records Management	
Transport	
Equipment	
Medical	
Meals	
Other (<i>specify</i>):	
Other (<i>specify</i>):	

7.10 APPENDIX 10 - WELFARE CENTRE INFORMATION

7.10.1 KATANNING LEISURE CENTRE

The Katanning Leisure Centre is located on high ground and is surrounded by green ovals. It has good access with multiple gates to ovals etc.

Katanning Leisure Centre		
Address	Pemble St, Katanning	
Telephone No	(08) 9821 4399	
Fax No	(08) 9821 4657	
Email	klcmanager@katanning.wa.gov.au or klcstaff@katanning.wa.gov.au	
Julian Murphy	CEO	(08) 9821 9999 0427 816 443
Jenny Cristinelli	Manager	(08) 9821 4399 0407 442 149
Access Details		
Keys	Available from staff	
Alarm	Yes – Alarm codes available from above staff	
Security	Yes – South Coast Security for lock up and overnight patrols	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	2500	
Sleeping	1000	
Duration	Up to 5 days	
Amenities/Facilities Inside		
Toilets/showers	Yes	6 male, 6 female, 1 universal access
Laundry Facilities	Yes	1 x washing machine, 1 x clothes dryer, 1 x hanger
Baby Changing Facilities	N/A	
Kitchen facilities	Yes	Full Commercial Kitchen plus Kiosk under main roof. Commercial kitchen in football club rooms, kiosk kitchen in adjacent external building.
Refrigeration		3 x cool rooms (Function room Bar, Football Club bar & Kiosk), fridges in all locations including large drink fridges in Kiosk & bar
Microwave	Yes	In Kiosks, bars etc.
Urn / Boiling Water Unit	Yes	In Kiosks, bars & meeting rooms
Dining facilities	Yes	Seat up to 400 (tables and chairs)
Cutlery and Crockery	Yes	300 sets
RCD Protected	Yes	
Power Points	Yes	Throughout building 3 phase power available externally
Generator Port	No	
Fire Equipment	Yes	As per public building requirements
Air Conditioning (type)	Yes	Function, meeting rooms and bars (not in main stadium)
Heating	Yes	Function, meeting rooms and bars (not in main stadium)
Ceiling Fans	No	
Lighting (internal & external)	Yes	

Telephone Lines	Yes	In all offices and football club bar
Mobile Phone Coverage	Yes	
Internet Access WiFi	Yes	In all offices and football club bar
Hot Water System (type)	Yes	Gas & electric
Bins	Yes	Stored at site
Amenity Areas		
Enclosed Covered Areas	Yes	Main stadium, Ram Pavilion
Outside Children's Play Area	Yes	2 (front and next to football oval)
BBQs	Yes	External next to football oval
Swimming Pool	No	
Oval	Yes	1 x football oval, 3 x hockey ovals, plus equestrian oval
Recreation Rooms	Yes	Recreation Centre – has youth room with TV, Pool Table, Play stations etc.
Conference Rooms	Yes	Seats up to 300
Meeting Rooms	Yes	Several of differing sizes
Amenities/Facilities - External		
Power Outlets	Yes	3 phase power
Water	Yes	Taps on most external walls of building
Parking	Yes	100 parking bays at front of centre 200 sealed bays adjacent to hockey ovals 200 bays surrounding football oval Over flow parking on ovals if required
Area for Tents	Yes	Permitted on ovals if required
External Toilets	Yes	Next to football oval, external access to toilets in centre.
Deep Sewer/Septic	Yes	Equestrian area includes stables, mobile stock pens on site, shearing sheds etc. available for use
Caravan/Articulated Vehicles	Yes	Permitted on ovals if required
Amenities for pets and animals		

- a) Main power board location; - **In main centre**
- b) Water stop cock location; and – Adjacent to Pemble St and next to car park

7.10.2 KATANNING TOWN HALL

The Katanning Town Hall is located on high ground and is surrounded by buildings. It has good access with some parking facilities.

Katanning Town Hall		
Address	16-24 Austral Tce, Katanning	
Telephone No	(08) 9821 9999	
Email	admin@katanning.wa.gov.au	
Julian Murphy	CEO	0427 816 443
TBA	Manager Regulatory Services	0409 589 602
Access Details		
Keys	Available from all of above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	400	
Sleeping	200	
Duration	Up to 2 days	
Amenities/Facilities Internal		
Toilets/showers	Yes	Male: 4x urinals, 2x general stalls and 1x ambulant toilet, 1x outside with disabled access. Female: 5x general stalls and 2x ambulant toilets, 1x outside with disabled access. Universal Access toilet: 1x inside building
Laundry Facilities	No	N/A
Baby Changing Facilities	No	N/A
Kitchen facilities	Yes	Full Commercial Kitchen: 2x stoves/ovens, 1x grill, 1x warmer unit.
Refrigeration	Yes	2x large fridges in kitchen, 1x large fridge in bar (no freezers).
Microwave	Yes	In kitchen
Urn / Boiling Water Unit	Yes	Urn in back storeroom for use in kitchen
Dining facilities	Yes	Seat up to 100 (tables and chairs) Seat up to 200 (chairs only tiered seating seats)
Cutlery and Crockery	Yes	100 sets
Rooms	Yes	Upstairs: no disabled access, 3x small rooms, 1x small kitchen, 1x toilet, 1x meeting room

		Downstairs: Main hall, reception/bar room and foyer (doors to close each section)
RCD Protected	Yes	
Power Points	Yes	Throughout building
Generator Port	No	N/A
Fire Equipment	Yes	As per public building requirements
Air Conditioning (type)	No	N/A
Heating	Yes	Gas heaters limited
Ceiling Fans	No	N/A
Lighting (internal & external)	Yes	
Telephone Lines	No	
Mobile Phone Coverage	Yes	
Internet Access WiFi	No	
Hot Water System (type)	Yes	Gas & electric
Bins	Yes	Stored at site
Amenity Areas		
Enclosed Covered Areas	No	N/A
Outside Children's Play Area	No	
Recreation Rooms	No	
Conference Rooms	No	
Meeting Rooms	Yes	Upstairs, seats up to 20, stair access only
BBQs	No	
Oval	No	
Swimming Pool	No	
Facilities - External		
Water	Yes	Taps on most external walls of building
Parking	Yes	50 parking bays at front of centre
Area for Tents	Yes	In park opposite – limited numbers
External Toilets	Yes	
Deep Sewer/Septic	Yes	
Caravan/Articulated Vehicles	No	
Amenities for pets and animals	No	

- a. Main power board location; - **In main foyer**
- b. Water stop cock location; and – **at side of building**

7.10.3 KATANNING SALEYARDS

The Katanning Saleyards in an area with bushland to one side and open paddocks to three sides with no other close buildings. It has access through a main gate with ample parking for large vehicles, there is two exit gates if required. The facility can house large animals and stock.

Katanning Saleyards		
Address	Nyabing Road Katanning	
Telephone No	(08) 9821 9999	
Email	admin@katanning.wa.gov.au	
Julian Murphy	CEO	0427 816 443
Rod Bushell	Saleyards Manager	0417 969 371
Access Details		
Keys	Available from all of above staff	
Alarm	No	
Security	Locked main entrance gate after hours and weekends	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	Training Room – 0-25 with tables and chairs. 0-50 standing or sitting maximum Dining Room 0-80 standing or sitting with tables/chairs maximum	
Sleeping	60	
Duration	Up to 2 days	
Amenities/Facilities Internal		
Toilets/showers	Yes	Male: 1 Shower and 3 cubicles with urinal Female: 1 Shower and 3 cubicles Universal Access toilet: Shower and toilet facilities and change table. 2 Showers and 2 toilets in Workshop (with office and small kitchen)
Laundry Facilities	No	N/A
Baby Changing Facilities	Yes	In universal access toilet
Self-contained flat	Yes	Available for use if not being used as accommodation by Shire staff.
Kitchen facilities	Yes	Full Commercial Kitchen: Industrial Gas and electric Stove, dishwasher.
Refrigeration	Yes	1 cool room and 1 fridge in kitchen also 1 in canteen area.
Microwave	Yes	In kitchen and crib room
Urn / Boiling Water Unit	Yes	Permanent urn on all the time
Dining facilities	Yes	Tables: 10 dining room 10 training area and 100 chairs.
Cutlery and Crockery	Yes	100 sets
Rooms	Yes	Individual offices are leased and are not to be used – Training Room and Dining Room, Crib Room and Workshop shower/toilet facilities only.
RCD Protected	Yes	
Power Points	Yes	Throughout building

Generator Port	No	Generator 130 kw hardwired to facility
Fire Equipment	Yes	As per public building requirements
Air Conditioning (type)	Yes	Dining Room, training room and crib room.
Heating	Yes	Air conditioning
Ceiling Fans	No	N/A
Lighting (internal & external)	Yes	
Telephone Lines	Yes	
Mobile Phone Coverage	Yes	
Internet Access WiFi	Yes	
Hot Water System (type)	Yes	Gas
Bins	Yes	Stored at site
Amenity Areas		
Enclosed Covered Areas	No	N/A
Outside Children's Play Area	No	
Recreation Rooms	No	
Conference Rooms	No	
Meeting Rooms	No	
BBQs	No	
Oval	No	
Swimming Pool	No	
Facilities - External		
Water	Yes	Taps on external walls of building
Parking	Yes	Ample parking and for large vehicles.
Area for Tents	No	
External Toilets	No	
Deep Sewer/Septic	Yes	
Caravan/Articulated Vehicles	No	
Amenities for pets and animals	Yes	Large animals and stock i.e. horses, cattle, sheep and Alpacas. Not general house pets such as cats and dogs.

- a. Main power board location; - Just to left of the entrance gate.
- b. Water stop cock location; Water control is pump shed, just west of main office building, contact Saleyard manager or CEO if any action is needed to be taken regarding water to the facility.

7.10.4 WOODANILLING RECREATION CENTRE

The Woodanilling Recreation Centre is located on high ground, but there is an area of bush to the east of the building. It has good access with multiple gates to ovals.

Woodanilling Recreation Centre		
Address	Yairabin Street, Woodanilling	
Telephone No:	Via Shire (08) 9823 1506	
Stephen Gash	CEO	(08) 9823 1505 0427 097 364
Sue Dowson	DCEO	0424 704 812
Access Details		
Keys	Available from above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	300	
Sleeping	100	
Duration	3 - 5 days	
Amenities/Facilities		
Toilets/Showers	Yes	Male, female & universal access
Laundry Facilities	No	
Baby Changing Facilities	Yes	
Kitchen facilities	Yes	Gas cooktop
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	As per public building requirements
Air Conditioning	Yes	Pavilion area only
Heating	Yes	Pavilion area only
Ceiling Fans	No	
Lighting (internal & external)	Yes	
Telephone Lines	No	
Mobile Phone Coverage	Yes	May be patchy
Internet Access	No	
Hot Water System	Yes	Electric
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	Yes	
Outside Children's Play Area	Yes	
BBQs	Yes	

Swimming Pool	No	
Oval	Yes	
Rooms	Yes	Pavilion, kitchen, store, basketball court.
Amenities/Facilities - External		
Power Outlets	Yes	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	
External Toilets	Yes	
Deep Sewer/Septic	Yes	
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	?	Owners will need to restrain animals

- a. Main power board location; - **front of building**
- b. Water stop cock location; and – intersection of driveway and road

7.10.5 WOODANILLING TOWN HALL

The Woodanilling is built on high ground and is in a cleared area. It has good access.

Woodanilling Town Hall		
Address	Robinson Road, Woodanilling	
Telephone No:	Via Shire (08) 9823 1506	
Stephen Gash	CEO	(08) 9823 1505 0427 097 364
Sue Dowson	DCEO	0424 704 812
Access Details		
Keys	Available from all of above staff	
Alarm	No	
Security	Code entry	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	200	
Sleeping	75	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/showers	Yes	Male, female & universal access toilets only. No showers.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Gas cooktop
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	
Cutlery and Crockery	Yes	
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	No	
Heating	Yes	Gas wall heater
Ceiling Fans	Yes	
Lighting (internal & external)	Yes	
Telephone Lines	No	Adjoins shire office
Mobile Phone Coverage	No	Limited
Internet Access	No	
Hot Water System	Yes	Electric
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	No	
Outside Children's Play Area	Yes	
Recreation Room	No	
BBQs	No	

Swimming Pool	No	
Oval	No	
Rooms	No	Hall area only
Amenities/Facilities - External		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	?	Owners would need to restrain animals

- a) Main power board location; - **Near front door**
- b) Water stop cock location; and – **on verge at front of building**

7.10.6 NYABING TOWN HALL

The Nyabing Town Hall is located in the centre of Nyabing on high ground, in a built-up area. It has good access and ample parking in car park across the road.

It is located close to the Shire Office, shop and Nyabing Community Hub (for food and accommodation).

Nyabing Town Hall		
Address	Richmond Street, Nyabing	
Telephone No:	Via Shire (08) 9829 1051	
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from Shire	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	200 (20 under Covid regulations)	
Sleeping	100	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/Showers	Yes	Male, female & universal access toilets only. No showers.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Well equipped kitchen. Stove
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	Limited crockery available
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	No	
Heating	Yes	
Ceiling Fans	No	
Lighting (internal & external)	Yes	No generator backup so will not work in power outage
Telephone Lines	No	
Mobile Phone Coverage	Yes	
Internet Access	No	No WIFI
Hot Water System	Yes	
Bins	Yes	
Amenity Areas		

Enclosed Covered Areas	No	
Outside Children's Play Area	No	
Recreation Room	No	
BBQs	No	
Swimming Pool	No	
Oval	No	
Rooms	Yes	Large hall area with stage. Separate room suitable for meetings at the rear of building. Four small rooms at the front of the building, currently used for playgroup could be utilized as quiet areas or to separate persons with Covid symptoms.
Amenities/Facilities - External		
Power Outlets	No	No generator hook up.
Water	Yes	
Parking	Yes	Across the road.
Area for Tents	No	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	No	Parking area for caravans possible across the road.
Amenities for pets and animals	No	

- a) Main power board location - **near front door**
- b) Water stop cock location – on verge at front of building

7.10.7 NYABING PAVILION

The Nyabing Pavilion is located south of the Nyabing town site on high ground that would not be subject to flooding. The main building is separated by approximately 200 metres of oval from bushland to the south. The oval provides ample space for caravans and campers.

The Pavilion is adjacent to the Nyabing Caravan Park that provides additional facilities including a camp kitchen and additional showers and toilets.

The tennis courts may provide a facility for keeping dogs enclosed, but shade would be an issue.

Nyabing Pavilion		
Address	Nyabing South Road, Nyabing	
Telephone No:	Via Shire (08) 9829 1051	
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Gary Mathewson	Works Manager	0429 993 987
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from Shire	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	150 (75 under Covid 19 restrictions)	
Sleeping	60	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/Showers	Yes	Male, female & universal access showers and toilets.
Laundry Facilities	Yes	Coin operated washing machine and dryer.
Baby Changing Facilities	No	
Kitchen facilities	Yes	Commercial kitchen and adjacent Camp Kitchen
Refrigeration	Yes	Freezers, fridge and walk-in cool room
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	No generator backup so will not work in power outage
Fire Equipment	Yes	
Air Conditioning	Yes	
Heating	Yes	
Ceiling Fans	Yes	
Lighting (internal & external)	Yes	
Telephone Lines	Yes	
Mobile Phone Coverage	Yes	
Internet Access	No	WIFI not installed
Hot Water System	Yes	

Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	No	Undercover area near BBQ
Outside Children's Play Area	Yes	
Recreation Room	No	
Conference Room	No	1 room only
BBQs	Yes	
Swimming Pool	No	
Oval	Yes	
Amenities/Facilities - External		
Power Outlets	Yes	
Water	Yes	
Parking	Yes	
Area for Tents	Yes	On oval
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	Yes	Owners will need to restrain animals

- a. Main power board location - **at front of building**
- b. Water stop cock location; and – **at front of building**

7.10.8 PINGRUP TOWN HALL

The Pingrup Town Hall is located in the Pingrup town site. It is not flood prone and is not located near bush land. It has good access and parking space.

Pingrup Town Hall		
Address	Pingrup – Lake Grace Road, Pingrup	
Telephone No:	9820 1101 – Telecentre in adjoining building	
Fax No:	9820 1102 - Telecentre in adjoining building	
Email:	pingruptele@wn.com.au	
Jenny Rice	Key holder	(08) 9820 1057
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Gary Mathewson	Works Manager	0429 993 987
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	200	
Sleeping	100	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/showers	Yes	Male, female & universal access showers and toilets.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Stove
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
Rooms	No	Single area only
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	Yes	
Heating	No	
Ceiling Fans	No	
Lighting (internal & external)	Yes	No generator backup so will not work in power outage
Telephone Lines	Yes	In CRC
Mobile Phone Coverage	Yes	
Internet Access	No	In CRC
Hot Water System	Yes	
Bins	Yes	

Amenity Areas		
Enclosed Covered Areas	No	
Outside Children's Play Area	No	
Recreation Room	No	
Conference Room	Yes	Available at CRC
BBQs	No	
Swimming Pool	No	
Oval	No	
Amenities/Facilities - External		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	No	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	No	

- c. Main power board location - **at front of building**
- d. Water stop cock location; and – **at front of building**

7.10.9 PINGRUP RECREATION CENTRE

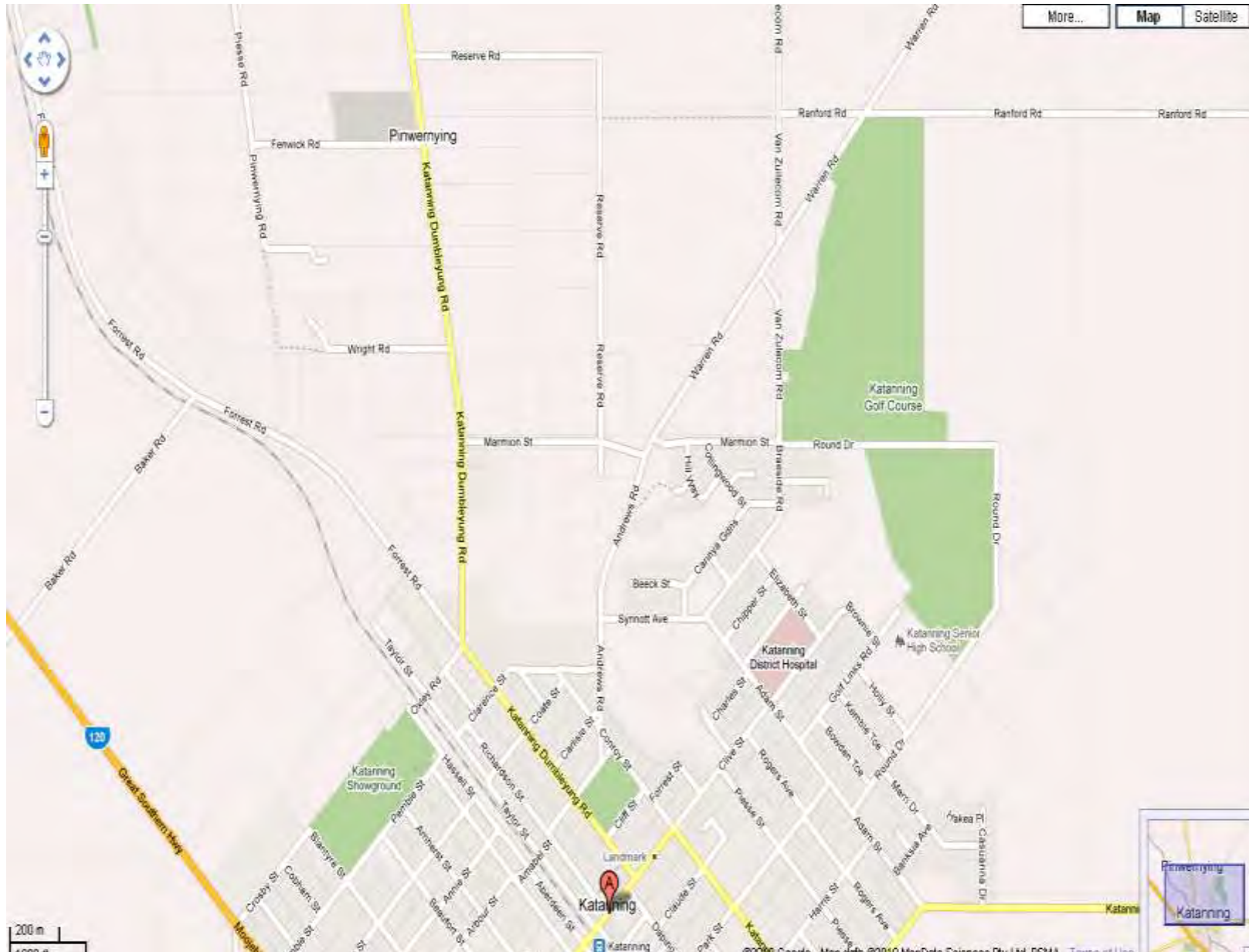
Pingrup Recreation Centre		
Address	Gaby Street, Pingrup	
Telephone No:	Nil	
Lorain Jolly	Key holder	(08) 9820 1038
Rick Miller	CEO	(08) 9823 1505 0429 993 986
Gary Mathewson	Works Manager	0429 993 987
Suzan Lees	CESM	0436 668 242
Access Details		
Keys	Available from above staff	
Alarm	No	
Security	No	
Universal Access	Yes	
Accommodation Numbers (As Per Health Regulations)		
Sitting / Standing	80	
Sleeping	30	
Duration	1 - 3 days	
Amenities/Facilities		
Toilets/showers	Yes	Male, female showers and toilets.
Laundry Facilities	No	
Baby Changing Facilities	No	
Kitchen facilities	Yes	Stove
Refrigeration	Yes	
Microwave	Yes	
Urn / Boiling Water Unit	Yes	
Dining facilities	Yes	Tables and chairs
Cutlery and Crockery	Yes	
Rooms	No	Single area only
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning	No	
Heating	Yes	
Ceiling Fans	No	
Lighting (internal & external)	Yes	
Telephone Lines	No	
Mobile Phone Coverage	Yes	
Internet Access	No	
Hot Water System	Yes	
Bins	Yes	
Amenity Areas		
Enclosed Covered Areas	Yes	
Outside Children's Play Area	Yes	
Recreation Room	No	

Conference Room	No	
BBQs	No	
Swimming Pool	No	
Oval	Yes	
Amenities/Facilities - External		
Power Outlets	No	
Water	Yes	
Parking	Yes	
Area for Tents	No	
External Toilets	Yes	
Deep Sewer/Septic	Yes	Deep sewer
Caravan/Articulated Vehicles	Yes	
Amenities for pets and animals	Yes	Owners will need to restrain animals.

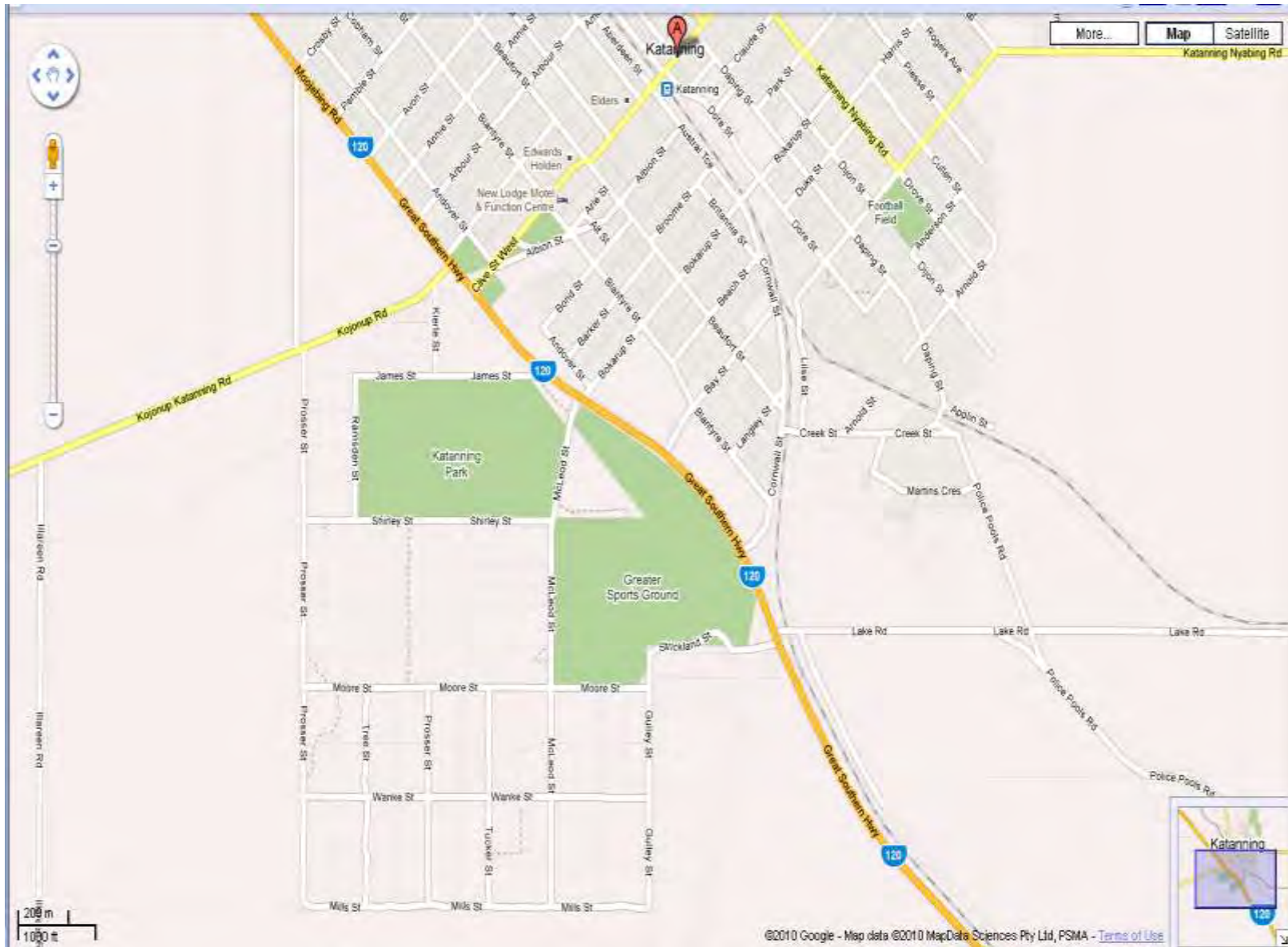
- e. Main power board location - **at front of building**
- f. Water stop cock location; and – **at front of building**

7.11 APPENDIX 11 - MAPS OF DISTRICT

7.11.1 KATANNING NORTH SECTION

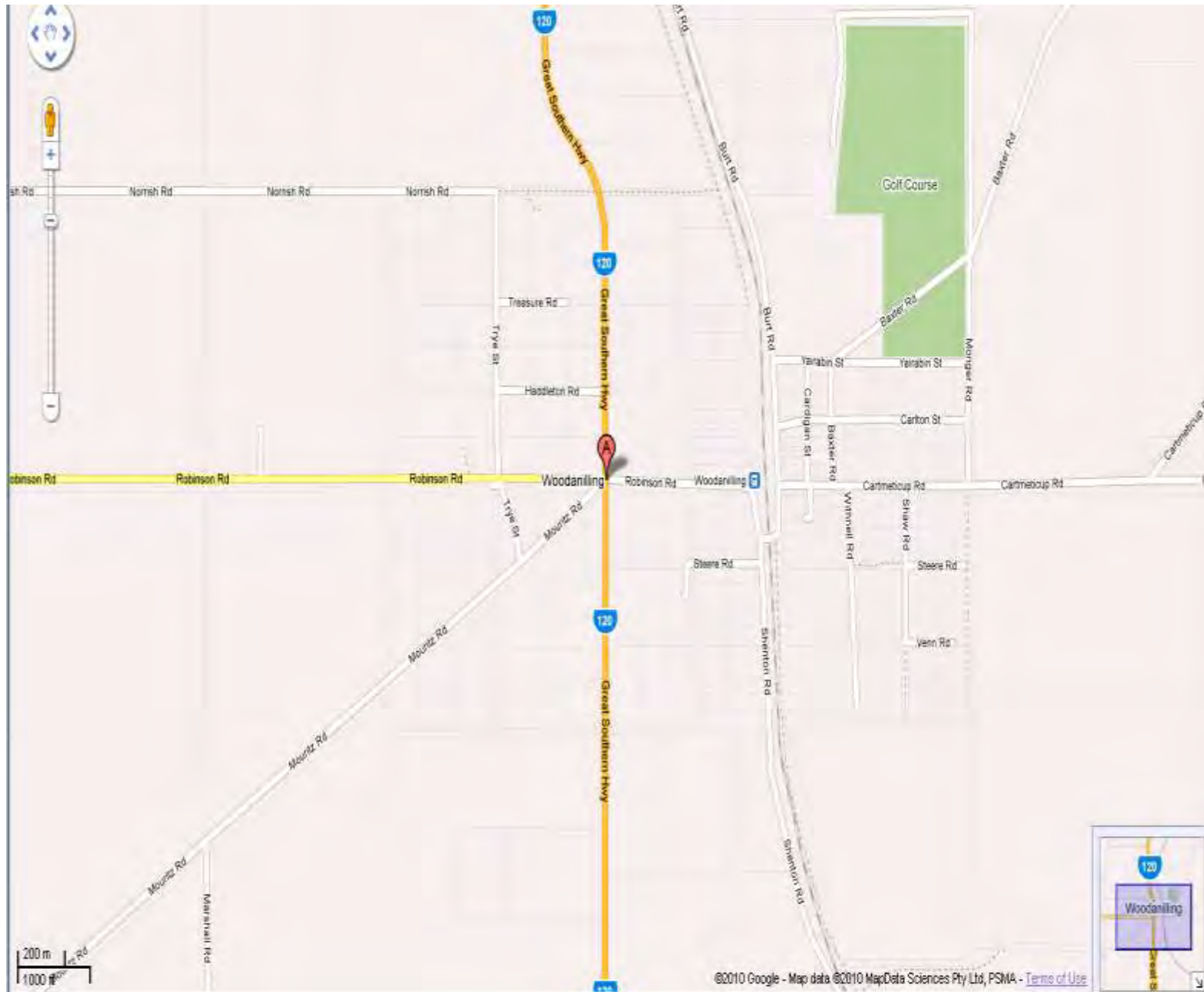


7.11.2 KATANNING SOUTH SECTION

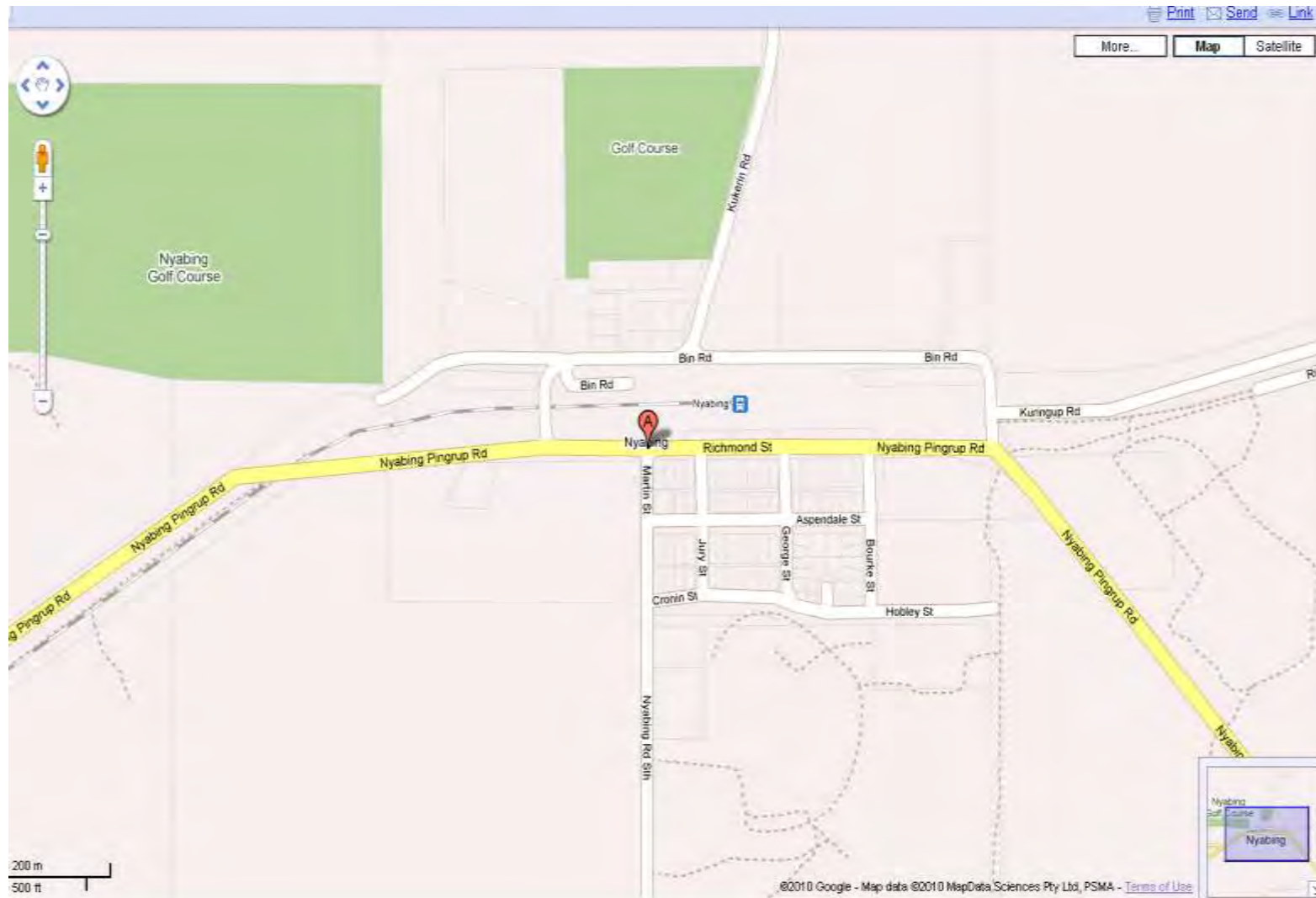


SHIRES OF KATANNING, WOODANILLING AND KENT
LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

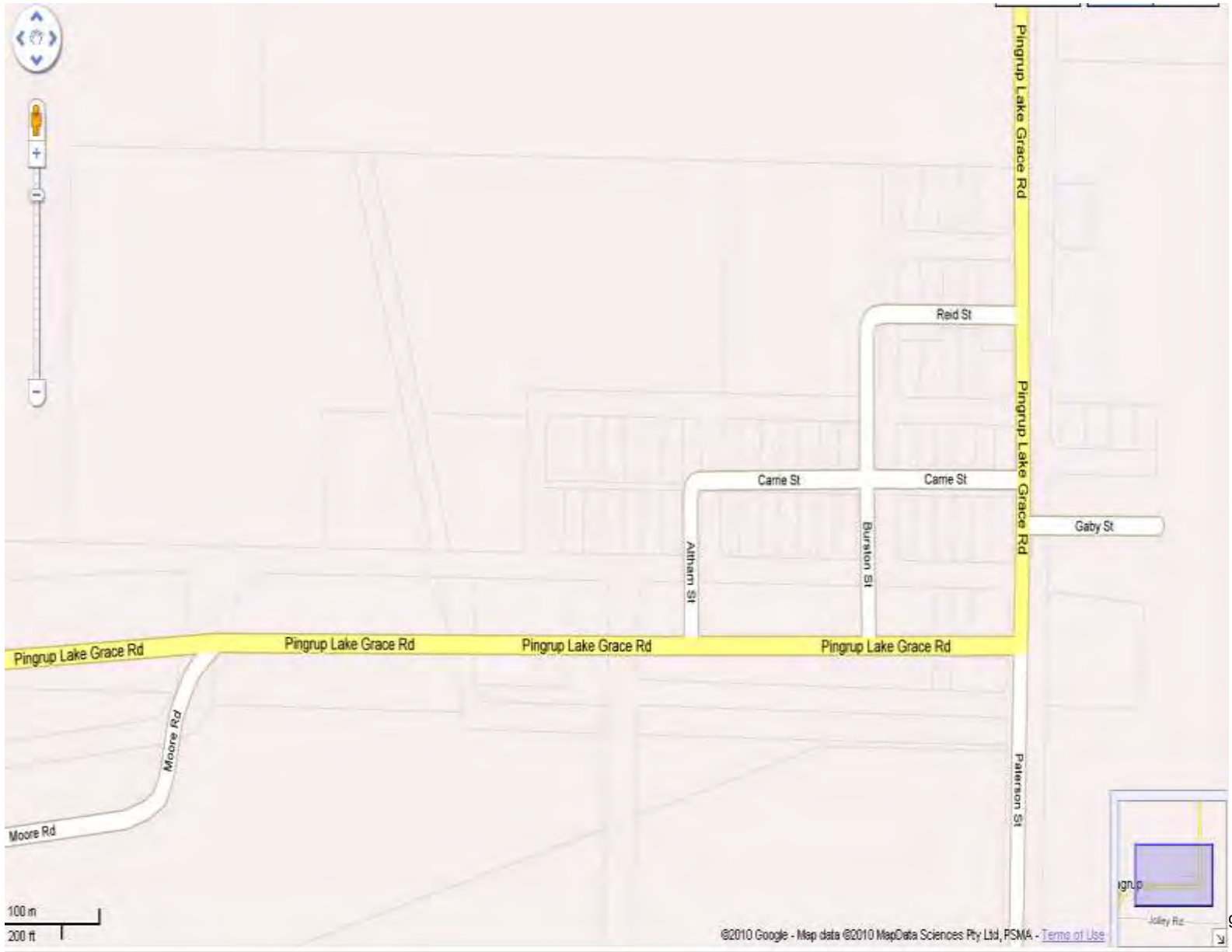
7.11.3 WOODANILLING



7.11.4 NYABING



7.11.5 PINGRUP



7.13 APPENDIX 13 - DEMOGRAPHICS

Refer to Census figures online or paper copy available at the Shire Office and Committee LEMC Files.

- Katanning, Woodanilling & Kent
- Community Demographics Profile

7.14 APPENDIX 14 - RISK REGISTER - KATANNING

KATANNING RISK ANALYSIS – 29 May 2019

RISK TREATMENT SCHEDULE & PLAN (Extract of Extreme and High risk level risks)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
25	Deaths	Fire	People	Extreme	1	Treat (Recommended action)
121	Deaths.	Storm	People	Extreme	1	Treat (Recommended action)
201	Potential oversupply of meat to domestic markets due to collapsed trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
202	Decrease in market price to producers (converse cheaper product for consumer)	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
207	Properties quarantined	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
208	Immediate livestock standstill – no stock movements = no trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
209	Transport industry halted during standstill and slow to recover due to lower domestic consumption and non-existent	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
203	Mythical fear by consumers of consuming local meat products, leading to reduced red meat consumption (including pork)	Animal or plant: pests or diseases	Economy	High	2	Treat (Recommended action)
211	Increase in (Mental) health care demands at a time of economic down	Animal or plant: pests or diseases	Public Administration	High	2	Treat (Recommended action)
221	Mental health issues: depression and other psychological problems	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
222	Substance abuse and physical health problems: insomnia to increased rates of heart attacks and strokes.	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
223	Psychological issues can take significant time to resolve	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
224	Stress of social conflict with peers (blame game)	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
13	Damage to communication infrastructure	Fire	Public Administration	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
14	Loss of power and communications to isolated areas	Fire	Public Administration	Extreme	2	Treat (Recommended action)
15	Strain on water resources	Fire	Public Administration	Extreme	2	Treat (Recommended action)
18	Damage to power grid infrastructure	Fire	Public Administration	Extreme	2	Treat (Recommended action)
6	Building-private and commercial - damage or destroyed	Fire	Economy	High	2	Treat (Recommended action)
7	Bridges and roads - damaged or destroyed	Fire	Economy	High	2	Treat (Recommended action)
9	Damage to fencing, sheds and farm equipment.	Fire	Economy	High	2	Treat (Recommended action)
16	Over use of volunteer fire brigade and degrading of equipment due to over	Fire	Public Administration	High	2	Treat (Recommended action)
17	Surge on WA health services (including remote health services) from poor air quality and respiratory ailments.	Fire	Public Administration	High	2	Treat (Recommended action)
24	Physical Injuries	Fire	People	High	2	Treat (Recommended action)
27	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) to be	Fire	People	High	2	Treat (Recommended action)
35	Trauma from life threatening event	Fire	Social Setting	High	2	Treat (Recommended action)
37	Impacts of losing loved ones	Fire	Social Setting	High	2	Treat (Recommended action)
53	Recovery costs of infrastructure	Flood	Economy	High	2	Treat (Recommended action)
57	Bridges and roads - damaged or destroyed	Flood	Economy	High	2	Treat (Recommended action)
71	Deaths.	Flood	People	High	2	Treat (Recommended action)
72	Injuries	Flood	People	High	2	Treat (Recommended action)
164	Loss of power and communications	Heatwave	Public Administration	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
173	Injuries and disease (heatstroke, burns etc).	Heatwave	People	Extreme	2	Treat (Recommended action)
174	Possible Deaths from heatstroke.	Heatwave	People	Extreme	2	Treat (Recommended action)
155	Recovery costs of infrastructure	Heatwave	Economy	High	2	Treat (Recommended action)
161	Disruption to the provision of public services	Heatwave	Public Administration	High	2	Treat (Recommended action)
179	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) usage	Heatwave	People	High	2	Treat (Recommended action)
106	Building-private and commercial - damage or destroyed	Storm	Economy	Extreme	2	Treat (Recommended action)
108	Essential services (power, water & communication	Storm	Economy	Extreme	2	Treat (Recommended action)
113	Damage to infrastructure	Storm	Public Administration	Extreme	2	Treat (Recommended action)
114	Loss of power and communications	Storm	Public Administration	Extreme	2	Treat (Recommended action)
122	Injuries	Storm	People	Extreme	2	Treat (Recommended action)
123	Loss of property	Storm	People	Extreme	2	Treat (Recommended action)
128	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) overwhelmed.	Storm	People	Extreme	2	Treat (Recommended action)
101	Loss of industry operations for a time	Storm	Economy	High	2	Treat (Recommended action)
102	Loss of income or incurred expenses	Storm	Economy	High	2	Treat (Recommended action)
103	Recovery costs of infrastructure	Storm	Economy	High	2	Treat (Recommended action)
105	Loss of pasture lands.	Storm	Economy	High	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
107	Bridges and roads - damaged or destroyed	Storm	Economy	High	2	Treat (Recommended action)
109	Damage to fencing, sheds and farm equipment.	Storm	Economy	High	2	Treat (Recommended action)
111	Disruption to the provision of public services	Storm	Public Administration	High	2	Treat (Recommended action)
115	Immediate impact on aviation infrastructure at Katanning Airport, impacting the ability to maintain core services such as RFDS.	Storm	Public Administration	High	2	Treat (Recommended action)
124	Loss of income	Storm	People	High	2	Treat (Recommended action)
129	Health of people effected due to contaminated water and trauma from flying or falling objects.	Storm	People	High	2	Treat (Recommended action)
137	Impacts of losing loved ones	Storm	Social Setting	High	2	Treat (Recommended action)
253	Building-private and commercial - damage or destroyed	Earthquake	Economy	High	3	Treat (Recommended action)
267	Homelessness	Earthquake	People	High	3	Treat (Recommended action)
268	Crime (looting)	Earthquake	People	High	3	Treat (Recommended action)
269	Unemployment and income loss	Earthquake	People	High	3	Treat (Recommended action)
292	Contamination of waterways with debris & pollutants (such as raw sewage and fuel from ruptures tanks)	Earthquake	Environment	High	3	Treat (Recommended action)
8	Essential services (power, water & communication disrupted)	Fire	Economy	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
10	Damage to communication and power grid landlines	Fire	Economy	High	3	Treat (Recommended action)
51	Loss of industry operations for a time	Flood	Economy	High	3	Treat (Recommended action)
52	Loss of income or incurred expenses	Flood	Economy	High	3	Treat (Recommended action)
55	Destruction of arable land	Flood	Economy	High	3	Treat (Recommended action)
56	Building-private and commercial - damage or destroyed	Flood	Economy	High	3	Treat (Recommended action)
58	Essential services (power, water & communication)	Flood	Economy	High	3	Treat (Recommended action)
63	Damage to road and bridge infrastructure	Flood	Public Administration	High	3	Treat (Recommended action)
66	Immediate impact potable water systems such as tanks and pipes.	Flood	Public Administration	High	3	Treat (Recommended action)
67	Immediate impact on aviation infrastructure at Katanning Airport, impacting the ability to	Flood	Public Administration	High	3	Treat (Recommended action)
96	Contamination of waterways with debris & pollutants (such as raw sewage and fuel)	Flood	Environment	High	3	Treat (Recommended action)
97	Increase in the spread of animal and plant pests due to loss/and or delayed control	Flood	Environment	High	3	Treat (Recommended action)
98	Damage to flood control systems resulting in soil erosion in flood plains and river catchment	Flood	Environment	High	3	Treat (Recommended action)
247	Immediate loss of regional Productivity	Earthquake	Economy	High	4	Treat (Recommended action)
249	Recovery costs of infrastructure	Earthquake	Economy	High	4	Treat (Recommended action)

ID	Risk Statement	Hazard	Impact Area	Risk Level	Priority	
250	Loss of Transportation of goods	Earthquake	Economy	High	4	Treat (Recommended action)
254	Bridges and roads – damaged or destroyed	Earthquake	Economy	High	4	Treat (Recommended action)
255	Essential services (power, water & communication)	Earthquake	Economy	High	4	Treat (Recommended action)
270	Physical Injuries & psychological trauma.	Earthquake	People	High	4	Treat (Recommended action)
271	Deaths	Earthquake	People	High	4	Treat (Recommended action)
272	Health services overwhelmed, resulting in further deaths directly attributable to the hazard event.	Earthquake	People	High	4	Treat (Recommended action)
273	Emergency services (including ambulance and medical transport services such as RFDSWA) to be overwhelmed.	Earthquake	People	High	4	Treat (Recommended action)

7.15 APPENDIX 15 - RISK REGISTER - WOODANILLING

WOODANILLING RISK ANALYSIS – May 2019

RISK TREATMENT SCHEDULE & PLAN (Extract of Extreme and High level risks)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
101	Loss of industry operations for a time	Storm	Economy	Extreme	2	Treat (Recommended action)
102	Loss of income or incurred expenses	Storm	Economy	Extreme	2	Treat (Recommended action)
103	Recovery costs of infrastructure	Storm	Economy	Extreme	2	Treat (Recommended action)
104	Indirect financial losses	Storm	Economy	Extreme	2	Treat (Recommended action)
106	Building-private and commercial - damage or destroyed	Storm	Economy	Extreme	2	Treat (Recommended action)
108	Essential services (power, water & communication disrupted)	Storm	Economy	Extreme	2	Treat (Recommended action)
109	Damage to fencing, sheds and farm equipment.	Storm	Economy	Extreme	2	Treat (Recommended action)
114	Loss of power and communications	Storm	Public Administration	Extreme	2	Treat (Recommended action)
117	Immediate impact potable water systems such as tanks and pipes.	Storm	Public Administration	Extreme	2	Treat (Recommended action)
118	Over use of volunteer fire brigade and degrading of equipment due to over use.	Storm	Public Administration	Extreme	2	Treat (Recommended action)
119	High logistical load for clean-up and road clearing crews.	Storm	Public Administration	Extreme	2	Treat (Recommended action)
121	Deaths.	Storm	People	Extreme	2	Treat (Recommended action)
122	Injuries	Storm	People	Extreme	2	Treat (Recommended action)
123	Loss of property	Storm	People	Extreme	2	Treat (Recommended action)
124	Loss of income	Storm	People	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
135	Trauma from life threatening event	Storm	Social Setting	Extreme	2	Treat (Recommended action)
137	Impacts of losing loved ones	Storm	Social Setting	Extreme	2	Treat (Recommended action)
138	Damage to businesses causing loss of employment and income	Storm	Social Setting	Extreme	2	Treat (Recommended action)
139	Disrupted Education	Storm	Social Setting	Extreme	1	Treat (Recommended action)
140	Loss of Social meeting places	Storm	Social Setting	Extreme	2	Treat (Recommended action)
146	Contamination of waterways with pollutants and debris	Storm	Environment	Extreme	2	Treat (Recommended action)
166	Strain of water resources and infrastructure	Heatwave	Public Administration	Extreme	2	Treat (Recommended action)
167	Higher power utilisation due to air-conditioning.	Heatwave	Public Administration	Extreme	2	Treat (Recommended action)
171	Discomfort.	Heatwave	People	Extreme	2	Treat (Recommended action)
172	Possible Deaths.	Heatwave	People	Extreme	2	Treat (Recommended action)
174	Injuries from heat induced diseases (heatstroke, burns etc).	Heatwave	People	Extreme	2	Treat (Recommended action)
179	Emergency services (including volunteer fire brigade, ambulance and medical transport services such as RFDSWA) usage increases.	Heatwave	People	Extreme	2	Treat (Recommended action)
189	Impacts of losing loved ones (particularly the very young & very old)	Heatwave	Social Setting	Extreme	2	Treat (Recommended action)
191	Raising of fire risk	Heatwave	Environment	Extreme	2	Treat (Recommended action)
201	Potential oversupply of meat to domestic markets due to collapsed trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
202	Decrease in market price to producers (converse cheaper product for consumer)	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
206	Properties quarantined	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
207	Immediate livestock standstill – no stock movements = no trade	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
208	Transport industry halted during Standstill and are slow to recover due to lower domestic consumption and non-existent exports.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
1	Loss of industry operations for a time	Fire	Economy	High	3	Treat (Recommended action)
2	Loss of income or incurred expenses	Fire	Economy	High	3	Treat (Recommended action)
3	Recovery costs of infrastructure	Fire	Economy	High	3	Treat (Recommended action)
4	Indirect financial losses	Fire	Economy	High	3	Treat (Recommended action)
6	Building-private and commercial - damage or destroyed	Fire	Economy	High	3	Treat (Recommended action)
8	Essential services (power, water & communication disrupted)	Fire	Economy	High	3	Treat (Recommended action)
38	Damage to businesses causing loss of employment and income	Fire	Social Setting	High	2	Treat (Recommended action)
51	Loss of industry operations for a time	Flood	Economy	High	3	Treat (Recommended action)
52	Loss of income or incurred expenses	Flood	Economy	High	3	Treat (Recommended action)
53	Recovery costs of infrastructure	Flood	Economy	High	3	Treat (Recommended action)
54	Loss of Transportation of goods	Flood	Economy	High	3	Treat (Recommended action)
56	Indirect financial losses	Flood	Economy	High	3	Treat (Recommended action)
57	Building-private and commercial - damage or destroyed	Flood	Economy	High	3	Treat (Recommended action)
58	Bridges and roads – damaged or destroyed	Flood	Economy	High	3	Treat (Recommended action)
61	Disruption to the provision of public services	Flood	Public Administration	High	3	Treat (Recommended action)
62	Loss of staff	Flood	Public Administration	High	3	Treat (Recommended action)
63	Damage to road and bridge infrastructure	Flood	Public Administration	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
208	Transport industry halted during Standstill and are slow to recover due to lower domestic consumption and non-existent exports.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
1	Loss of industry operations for a time	Fire	Economy	High	3	Treat (Recommended action)
2	Loss of income or incurred expenses	Fire	Economy	High	3	Treat (Recommended action)
3	Recovery costs of infrastructure	Fire	Economy	High	3	Treat (Recommended action)
4	Indirect financial losses	Fire	Economy	High	3	Treat (Recommended action)
6	Building-private and commercial - damage or destroyed	Fire	Economy	High	3	Treat (Recommended action)
8	Essential services (power, water & communication disrupted)	Fire	Economy	High	3	Treat (Recommended action)
38	Damage to businesses causing loss of employment and income	Fire	Social Setting	High	2	Treat (Recommended action)
51	Loss of industry operations for a time	Flood	Economy	High	3	Treat (Recommended action)
52	Loss of income or incurred expenses	Flood	Economy	High	3	Treat (Recommended action)
53	Recovery costs of infrastructure	Flood	Economy	High	3	Treat (Recommended action)
54	Loss of Transportation of goods	Flood	Economy	High	3	Treat (Recommended action)
56	Indirect financial losses	Flood	Economy	High	3	Treat (Recommended action)
57	Building-private and commercial - damage or destroyed	Flood	Economy	High	3	Treat (Recommended action)
58	Bridges and roads – damaged or destroyed	Flood	Economy	High	3	Treat (Recommended action)
61	Disruption to the provision of public services	Flood	Public Administration	High	3	Treat (Recommended action)
62	Loss of staff	Flood	Public Administration	High	3	Treat (Recommended action)
63	Damage to road and bridge infrastructure	Flood	Public Administration	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
67	Immediate impact on health infrastructure, impacting the ability to maintain ambulance services.	Flood	Public Administration	High	3	Treat (Recommended action)
69	Surge in use of public facilities including public buildings (e.g. classrooms used for evacuees), impacting their core services.	Flood	Public Administration	High	3	Treat (Recommended action)
71	Deaths.	Flood	People	High	3	Treat (Recommended action)
72	Injuries	Flood	People	High	3	Treat (Recommended action)
73	Loss of property	Flood	People	High	3	Treat (Recommended action)
74	Loss of income	Flood	People	High	3	Treat (Recommended action)
77	Psychological trauma (will it happen again?) and anxiety.	Flood	People	High	2	Treat (Recommended action)
78	Emergency services (including volunteer fire brigade, ambulance and medical transport services) are overwhelmed.	Flood	People	High	3	Treat (Recommended action)
79	Health of people effected due to contaminated water and water-borne diseases and cause serious illness.	Flood	People	High	3	Treat (Recommended action)
80	Social conflict (some prepared and build control systems, other did not)	Flood	People	High	3	Treat (Recommended action)
84	Trauma caused by experiencing a life threatening event	Flood	Social Setting	High	2	Treat (Recommended action)
85	Impacts of losing loved ones	Flood	Social Setting	High	2	Treat (Recommended action)
86	Loss of Social meeting places	Flood	Social Setting	High	3	Treat (Recommended action)
87	Disrupted Education	Flood	Social Setting	High	3	Treat (Recommended action)
88	Loss of morale	Flood	Social Setting	High	2	Treat (Recommended action)
89	Displacement	Flood	Social Setting	High	3	Treat (Recommended action)
91	Erosion of river banks	Flood	Environment	High	3	Treat (Recommended action)
92	Silting of rivers, ponds and lakes	Flood	Environment	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
96	Contamination of waterways with debris & pollutants (such as raw sewage and fuel)	Flood	Environment	High	3	Treat (Recommended action)
105	Loss of pasture lands.	Storm	Economy	High	3	Treat (Recommended action)
111	Disruption to the provision of public services	Storm	Public Administration	High	3	Treat (Recommended action)
113	Damage to infrastructure	Storm	Public Administration	High	3	Treat (Recommended action)
116	Surge on public facilities including public buildings (e.g. classrooms used for evacuees), impacting their core services.	Storm	Public Administration	High	2	Treat (Recommended action)
120	Budgeting over-spends due to resource usage and asset loss.	Storm	Public Administration	High	2	Treat (Recommended action)
126	Crime (looting)	Storm	People	High	3	Treat (Recommended action)
127	Psychological trauma (will it happen again?) and anxiety.	Storm	People	High	2	Treat (Recommended action)
128	Emergency services (including volunteer fire brigade, ambulance and medical transport services) overwhelmed.	Storm	People	High	3	Treat (Recommended action)
129	Health of people effected due to contaminated water and trauma from flying or falling objects.	Storm	People	High	3	Treat (Recommended action)
130	Social conflict (some prepared and stored food, other did not)	Storm	People	High	3	Treat (Recommended action)
131	Displacement	Storm	Social Setting	High	3	Treat (Recommended action)
132	Loss of morale	Storm	Social Setting	High	2	Treat (Recommended action)
133	Culturally important objects (i.e. Woodanilling Tavern)	Storm	Social Setting	High	2	Treat (Recommended action)
141	Damage from hail impacts	Storm	Environment	High	2	Treat (Recommended action)
144	Uprooting of old growth trees	Storm	Environment	High	2	Treat (Recommended action)
147	Parks leisure and tourist attractiveness reduced	Storm	Environment	High	3	Treat (Recommended action)
152	Loss of productivity due to heat induced fatigue	Heatwave	Economy	High	2	Treat (Recommended action)
155	Recovery costs of infrastructure	Heatwave	Economy	High	2	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
156	Indirect financial losses	Heatwave	Economy	High	3	Treat (Recommended action)
161	Disruption to the provision of public services	Heatwave	Public Administration	High	3	Treat (Recommended action)
164	Loss of power and communications	Heatwave	Public Administration	High	3	Treat (Recommended action)
168	Liquefaction of tar on roads requiring repair	Heatwave	Public Administration	High	2	Treat (Recommended action)
169	Bushfire Alert status requiring resources to remaining on extreme.	Heatwave	Public Administration	High	3	Treat (Recommended action)
187	Disrupted Education	Heatwave	Social Setting	High	3	Treat (Recommended action)
200	Increase in topsoil blow-off due to dryness and increased dust storms	Heatwave	Environment	High	2	Treat (Recommended action)
203	Mythical fear by consumers of consuming local meat products, leading to reduced red meat consumption (including pork)	Animal or plant: pests or diseases	Economy	High	2	Treat (Recommended action)
211	Increase in (Mental) health care demands at a time of economic down turn.	Animal or plant: pests or diseases	Public Administration	High	2	Treat (Recommended action)
221	Mental health issues: depression and other psychological problems	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
222	Substance abuse and physical health problems: insomnia to increased rates of heart attacks and strokes.	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
223	Psychological issues can take significant time to resolve	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
224	Stress of social conflict with peers (blame game)	Animal or plant: pests or diseases	People	High	2	Treat (Recommended action)
235	Exponential "Ghost Town" effect.	Animal or plant: pests or diseases	Social Setting	High	3	Treat (Recommended action)
247	Loss of industry infrastructure & operations for a time	Earthquake	Economy	High	3	Treat (Recommended action)
248	Loss of income or incurred expenses	Earthquake	Economy	High	3	Treat (Recommended action)
249	Recovery costs of infrastructure	Earthquake	Economy	High	3	Treat (Recommended action)

ID	Risk Statement	Hazard	Environment	High	Priority	Treat (Recommended action)
250	Loss of Transportation of goods	Earthquake	Economy	High	3	Treat (Recommended action)
253	Building-private and commercial - damage or destroyed	Earthquake	Economy	High	3	Treat (Recommended action)
254	Bridges and roads - damaged or destroyed	Earthquake	Economy	High	3	Treat (Recommended action)
258	Immediate impact potable water systems such as tanks and pipes.	Earthquake	Public Administration	High	3	Treat (Recommended action)
260	Damage to infrastructure	Earthquake	Public Administration	High	3	Treat (Recommended action)
264	Loss of power and associated infrastructure	Earthquake	Public Administration	High	3	Treat (Recommended action)
270	Physical Injuries & psychological trauma.	Earthquake	People	High	3	Treat (Recommended action)
271	Deaths	Earthquake	People	High	3	Treat (Recommended action)
273	Emergency services (including ambulance) overwhelmed.	Earthquake	People	High	3	Treat (Recommended action)
278	Loss culturally important objects (i.e. Woodanilling Tavern))	Earthquake	Social Setting	High	3	Treat (Recommended action)
287	Effects of surface faulting, soil liquefactions, ground resonance, landslides and ground failure	Earthquake	Environment	High	3	Treat (Recommended action)

7.16 APPENDIX 16 - RISK REGISTER – SHIRE OF KENT

KENT RISK ANALYSIS – April 2021 RISK TREATMENT SCHEDULE & PLAN (Extract of Extreme and High Level risks)

24	There is a risk that a fast-moving crop fire near Nyabing will impact private buildings and contents, resulting in financial losses.	Fire	Economy	Extreme	1	Treat (Recommended action)
29	There is a risk that a fast-moving crop fire near Nyabing will impact agricultural industry infrastructure (e.g. fencing, machinery, grain stores etc.), resulting in recovery costs and/or financial losses.	Fire	Economy	Extreme	1	Treat (Recommended action)
31	There is a risk that a fast-moving crop fire near Nyabing will disrupt business activities, resulting in financial losses.	Fire	Economy	Extreme	1	Treat (Recommended action)
39	There is a risk that a fast-moving crop fire near Nyabing will impact the health of people and cause death(s).	Fire	People	Extreme	1	Treat (Recommended action)
40	There is a risk that a fast-moving crop fire near Nyabing will impact the health of people and cause injury and/or serious illness.	Fire	People	Extreme	1	Treat (Recommended action)
1	There is a risk that an outbreak of FMD in the GS will impact on livestock (e.g. through death/injury/lack of pasture), resulting in financial losses.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
2	There is a risk that an outbreak of FMD in the GS will restrict access to farms impacting on crops/cropping/plantations (and consequently expected harvests), resulting in financial losses.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
3	There is a risk that an outbreak of FMD in the GS will disrupt business activities, resulting in direct financial losses.	Animal or plant: pests or diseases	Economy	Extreme	2	Treat (Recommended action)
10	There is a risk that an outbreak of FMD in the GS will cause a surge on DPIRD services at the local level, impacting their ability to maintain core services.	Animal or plant: pests or diseases	Public Administration	Extreme	2	Treat (Recommended action)
13	There is a risk that an outbreak of FMD in the GS will require response by other State Agencies at the local level, impacting on their ability to maintain core services.	Animal or plant: pests or diseases	Public Administration	Extreme	2	Treat (Recommended action)
14	There is a risk that an outbreak of FMD in the GS will impact the health (physical and mental) of people and cause death(s).	Animal or plant: pests or diseases	People	Extreme	2	Treat (Recommended action)
15	There is a risk that an outbreak of FMD in the GS will impact the health of people (physical and mental) and cause injury and/or serious illness.	Animal or plant: pests or diseases	People	Extreme	2	Treat (Recommended action)
16	There is a risk that an outbreak of FMD in the GS will increase substance abuse leading to further health issues.	Animal or plant: pests or diseases	People	Extreme	2	Treat (Recommended action)

55	There is a risk that a severe warm season storm in the Shire of Kent will impact private buildings and contents, resulting in financial losses.	Storm	Economy	High	1	Treat (Recommended action)
74	There is a risk that a severe warm season storm in the Shire of Kent will impact the health of people and cause injury and/or serious illness.	Storm	People	High	1	Treat (Recommended action)
110	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will impact the health of people and cause injury and/or serious illness.	Flood	People	High	1	Treat (Recommended action)
4	There is a risk that an outbreak of FMD in the GS will disrupt business activities, resulting in indirect financial losses (to support businesses and services).	Animal or plant: pests or diseases	Economy	High	2	Treat (Recommended action)
26	There is a risk that a fast-moving crop fire near Nyabing will impact train lines, resulting in repair costs and/or financial losses.	Fire	Economy	High	2	Treat (Recommended action)
27	There is a risk that a fast-moving crop fire near Nyabing will impact communications infrastructure, resulting in repair costs and/or financial losses.	Fire	Economy	High	2	Treat (Recommended action)
28	There is a risk that a fast-moving crop fire near Nyabing will impact power infrastructure, resulting in repair costs and/or financial losses.	Fire	Economy	High	2	Treat (Recommended action)
30	There is a risk that a fast-moving crop fire near Nyabing will impact on crops (and harvests), resulting in financial losses.	Fire	Economy	High	2	Treat (Recommended action)
36	There is a risk that a fast-moving crop fire near Nyabing will impact government offices, works depots and facilities, impacting the ability to maintain core services.	Fire	Public Administration	High	2	Treat (Recommended action)
60	There is a risk that a severe warm season storm in the Shire of Kent will impact agricultural industry infrastructure (e.g. fencing, machinery, grain stores etc.), resulting in recovery costs and/or financial losses.	Storm	Economy	High	2	Treat (Recommended action)
73	There is a risk that a severe warm season storm in the Shire of Kent will impact the health of people and cause death(s).	Storm	People	High	2	Treat (Recommended action)
93	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will impact on crops/cropping (and consequently expected harvests), resulting in financial losses.	Flood	Economy	High	2	Treat (Recommended action)
94	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will impact agricultural industry infrastructure (e.g. fencing, machinery, grain stores etc.), resulting in recovery costs and/or financial losses.	Flood	Economy	High	2	Treat (Recommended action)
109	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will impact the health of people and cause death(s).	Flood	People	High	2	Treat (Recommended action)
111	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will impact the health of people due to stagnant water and water-borne diseases and cause serious illness.	Flood	People	High	2	Treat (Recommended action)

130	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will cause contamination of on-farm water supplies from the release of non-toxic substances (e.g. natural materials - effluent, fertilizer) resulting in illness and death of stock and financial losses.	Flood	Economy	High	2	Treat (Recommended action)
62	There is a risk that a severe warm season storm in the Shire of Kent will impact on crops/cropping/plantations (and consequently expected harvests), resulting in financial losses.	Storm	Economy	High	3	Treat (Recommended action)
95	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will impact main road transport routes, resulting in repair costs and/or financial losses.	Flood	Economy	High	3	Treat (Recommended action)
129	There is a risk that flooding caused by a severe warm season storm in the Shire of Kent will result in insignificant soil degradation in paddocks will occur resulting in financial losses.	Flood	Economy	High	3	Treat (Recommended action)

7.17 GENERAL ACRONYMS

CEO	Chief Executive Officer
COMMUNITIES	Department of Communities
DBCA	Department of Biodiversity, Conservation and Attractions
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DPIRD	Department of Primary Industries and Regional Development
ECC	Emergency Coordination Centre
EM	Emergency Management
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures

7.18 GLOSSARY OF TERMS

For additional information regarding the Glossary of Terms, refer to the Emergency Management Western Australia Glossary 2009

AUSTRALASIAN INTERSERVICE INCIDENT MANAGEMENT SYSTEM (AIIMS):

A nationally adopted structure to formalize a coordinated approach to emergency incident management.

AIIMS STRUCTURE:

The combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure with responsibility for the management of allocated resources to effectively accomplish stated objectives relating to an incident (AIIMS)

BFB:

Bush Fire Brigade – established by a local government under the Bush Fires Act 1954.

COMBAT:

Take steps to eliminate or reduce the effects of a hazard on the community.

COMBAT AGENCY:

A combat agency prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.

COMMUNITY EMERGENCY RISK MANAGEMENT:

See RISK MANAGEMENT.

COMPREHENSIVE APPROACH:

The development of emergency and disaster arrangements to embrace the aspects of prevention, preparedness, response, and recovery (PPRR). PPRR are aspects of emergency management, not sequential phases. *Syn.* 'disaster cycle', 'disaster phases' and 'PPRR'

COMMAND:

The direction of members and resources of an organisation in the performance of the organisation's role and tasks. Authority to command is established in legislation or by agreement with an organisation. Command relates to organisations and operates vertically within an organisation. See *also* **COMMAND and COORDINATION.**

CONTROL:

The overall direction of emergency management activities in an emergency situation. Authority for control is established in legislation or in an emergency plan, and carries with it the responsibility for tasking and coordinating other organisations in accordance with the needs of the situation.

Control relates to situations and operates horizontally across organisations. **See also COMMAND and COORDINATION.**

COORDINATION:

The bringing together of organisations and elements to ensure an effective response, primarily concerned with the systematic acquisition and application of resources (organisation, manpower and equipment) in accordance with the requirements imposed by the threat or impact of an emergency. Coordination relates primarily to resources, and operates, vertically, within an organisation, as a function of the authority to command, and horizontally, across organisations, as a function of the authority to control. *See also CONTROL and COMMAND.*

DFES:

Department for Fire & Emergency Services.

DISTRICT:

Means the municipalities of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent.

EMERGENCY:

An event, actual or imminent, which endangers or threatens to endanger life, property or the environment, and which requires a significant and coordinated response.

EMERGENCY MANAGEMENT:

The management of the adverse effects of an emergency including:

PREVENTION –

The mitigation or prevention of the probability of the occurrence of and the potential adverse effects of an emergency.

PREPAREDNESS –

Preparation for response to an emergency

RESPONSE –

The combating of the effects of an emergency, provision of emergency assistance for casualties, reduction of further damage and help to speed recovery; and

RECOVERY –

The support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

EMERGENCY MANAGEMENT AGENCY:

A hazard management agency (HMA), Control Agency a Combat Agency or a Support Organisation.

EMERGENCY RISK MANAGEMENT:

A systematic process that produces a range of measures which contribute to the well-being of communities and the environment.

HAZARD:

cyclone, earthquake, flood, storm, tsunami or other natural event

- a fire
- a road, rail or air crash
- a plague or an epidemic
- a terrorist act as defined in The Criminal Code section 100.1 set out in the Schedule to the Criminal Code Act 1995 of the Commonwealth
- any other event, situation or condition that is capable of causing or resulting in
- loss of life, prejudice to the safety or harm to the health of persons or animals or
- destruction of, or damage to, property or any part of the environment, and is prescribed by the regulations

HAZARD MANAGEMENT AGENCY (HMA):

A public authority or other person, prescribed by regulations because of that agency's functions under any written law or because of its specialized knowledge, expertise and resources, to be responsible for the emergency management or an aspect of emergency management of a hazard for a part or the whole of the State.

INCIDENT:

An event, accidentally or deliberately caused, which requires a response from one or more of the statutory emergency response agencies.

A sudden event: which but for mitigating circumstances, could have resulted in an accident.

An emergency event: or series of events which requires a response from one or more of the statutory response agencies.

INCIDENT AREA (IA):

The area defined by the Incident Controller for which they have responsibility for the overall management and control of an incident.

INCIDENT CONTROLLER:

The person appointed by the Hazard Management Agency for the overall management of an incident within a designated incident area

INCIDENT MANAGEMENT TEAM (IMT):

A group of incident management personnel comprising the incident controller, and the personnel he or she appoints to be responsible for the functions of operations, planning and logistics. The team headed by the incident controller which is responsible for the overall control of the incident.

INCIDENT SUPPORT GROUP (ISG):

A group of agency/organisation liaison officers convened and chaired by the Incident Controller to provide agency specific expert advice and support in relation to operational response to the incident.

LG:

Local Government – means the Shire of Katanning, Shire of Woodanilling, Shire of Kent & Shire of Katanning, Shire of Woodanilling, Shire of Kent Councils.

LIFELINES:

The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation. Systems or networks that provide services, on which, the well-being of the community depends.

LOCAL EMERGENCY COORDINATOR (LEC):

That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during *Incidents* and *Operations*.

LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC):

Based on either local government boundaries or emergency management sub-districts. Chaired by the Shire President/Mayor (or a delegated person) with the Local Emergency Coordinator, whose jurisdiction covers the local government area concerned, as the Deputy Chair! Executive support should be provided by the Local Governments.

MUNICIPALITY:

Means the district of the Shire of Katanning, Shire of Woodanilling and the Shire of Kent.

OPERATIONS:

The direction, supervision and implementation of tactics in accordance with the Incident Action Plan. See **also EMERGENCY OPERATION.**

OPERATIONAL AREA (OA):

The area defined by the Operational Area Manager for which they have overall responsibility for the strategic management of an emergency. This area may include one or more Incident Areas.

PREVENTION:

Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Measures to eliminate or reduce the incidence or severity of emergencies. See **also COMPREHENSIVE APPROACH.**

PREPAREDNESS:

Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that: should an emergency occur, communities, resources and services are capable of coping with the effects. See **also COMPREHENSIVE APPROACH.**

RESPONSE:

Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised and that people affected are given immediate relief and support.

Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised. See *also* **COMPREHENSIVE APPROACH**.

RECOVERY:

The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.

RISK:

A concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment.

The chance of something happening that will have an impact upon objectives. It is measured in terms of consequences and likelihood.

A measure of harm, taking into account the consequences of an event and its likelihood. For example, it may be expressed as the likelihood of death to an exposed individual over a given period.

Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability

RISK MANAGEMENT:

The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk.

RISK REGISTER:

A register of the risks within the local government, identified through the Community Emergency Risk Management process.

RISK STATEMENT:

A statement identifying the hazard, element at risk and source of risk.

SUPPORT ORGANISATION:

A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency.

TELECOMMUNICATIONS:

The transmission of information by electrical or electromagnetic means including, but not restricted to, fixed telephones, mobile phones, satellite phones, e-mail and radio.

TREATMENT OPTIONS:

A range of options identified through the emergency risk management process, to select appropriate strategies' which minimise the potential harm to the community.

VFRS:

Volunteer Fire & Rescue Service.

VMR:

Volunteer Marine Rescue.

VULNERABILITY:

The degree of susceptibility and resilience of the community and environment to hazards. *The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

WELFARE CENTRE:

Location where temporary accommodation is actually available for emergency affected persons containing the usual amenities necessary for living and other welfare services as appropriate.

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 March 2021

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

TABLE OF CONTENTS

Statement of Financial Activity by Program	3
Statement of Financial Activity by Nature or Type	5
Basis of Preparation	6
Note 1 Statement of Financial Activity Information	7
Note 2 Cash and Financial Assets	8
Note 3 Receivables	9
Note 4 Other Current Assets	10
Note 5 Payables	11
Note 6 Rate Revenue	12
Note 7 Disposal of Assets	13
Note 8 Capital Acquisitions	14
Note 9 Cash Reserves	15
Note 10 Other Current Liabilities	16
Note 11 Operating grants and contributions	17
Note 12 Non operating grants and contributions	18
Note 13 Trust Fund	19
Note 14 Explanation of Material Variances	20

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2021**

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE Members of Council Administration	Members of Council, civic reception, functions, public relations, electoral requirements and administration.
GENERAL PURPOSE FUNDING Rates General Purpose Revenue	Rates, General Purpose Government Grants, Interest on Investments.
LAW, ORDER, PUBLIC SAFETY Fire Prevention Animal Control Other	Supervision of various by-laws, fire prevention and animal control.
HEALTH Preventative Services Community Health Other	Food Control, meat inspection, water testing and health inspection services.
EDUCATION AND WELFARE Disability Access & Inclusion Care of Senior Citizens	Well aged housing and services for youth and aged.
HOUSING Staff Housing	Provision and maintenance of staff housing.
COMMUNITY AMENITIES Sanitation Stormwater Drainage Town Planning Protection of Environment Other	Refuse site, cemetery and public conveniences.
RECREATION AND CULTURE Public Halls Swimming areas Libraries Other	Maintenance of halls, parks, gardens and ovals. Library and heritage.
TRANSPORT Road Construction Road Maintenance Road Plant Purchases Transport Licensing Agency	Road construction and maintenance, footpaths and traffic signs.
ECONOMIC SERVICES Rural Services Tourism Building Control Other	Area promotion, pest control and building control.
OTHER PROPERTY AND SERVICES Private Works Public Works Overheads Plant Operating Costs Stock Control Salaries and Wages	Private works, public works overheads and plant operation.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	361,121	361,121	365,773	4,652	1.29%	
Revenue from operating activities							
Governance		7,300	5,475	153	(5,322)	(97.21%)	
General purpose funding - general rates	6	772,376	579,282	770,560	191,278	33.02%	▲
General purpose funding - other		398,469	298,852	305,762	6,910	2.31%	
Law, order and public safety		58,309	43,732	58,327	14,595	33.37%	▲
Health		800	600	0	(600)	(100.00%)	
Education and welfare		92,500	69,375	110,607	41,232	59.43%	▲
Housing		17,200	12,900	16,945	4,045	31.36%	
Community amenities		36,800	27,600	29,269	1,669	6.05%	
Recreation and culture		1,800	1,350	3,692	2,342	173.48%	
Transport		322,962	242,222	182,201	(60,021)	(24.78%)	▼
Economic services		53,500	40,125	10,036	(30,089)	(74.99%)	▼
Other property and services		57,593	43,195	27,584	(15,611)	(36.14%)	▼
		1,819,609	1,364,708	1,515,136	150,428		
Expenditure from operating activities							
Governance		(136,313)	(102,235)	(207,093)	(104,858)	(102.57%)	▼
General purpose funding		(4,820)	(3,615)	(9,463)	(5,848)	(161.77%)	
Law, order and public safety		(92,000)	(69,000)	(108,964)	(39,964)	(57.92%)	▼
Health		(38,737)	(29,053)	(23,912)	5,141	17.70%	
Education and welfare		(44,100)	(33,075)	(30,746)	2,329	7.04%	
Housing		(68,000)	(51,000)	(41,559)	9,441	18.51%	
Community amenities		(93,526)	(70,145)	(110,709)	(40,564)	(57.83%)	▼
Recreation and culture		(155,000)	(116,250)	(149,434)	(33,184)	(28.55%)	▼
Transport		(1,762,711)	(1,322,033)	(1,173,410)	148,623	11.24%	▲
Economic services		(65,000)	(48,750)	(72,511)	(23,761)	(48.74%)	▼
Other property and services		(21,700)	(16,275)	(185,264)	(168,989)	(1038.33%)	▼
		(2,481,907)	(1,861,431)	(2,113,067)	(251,636)		
Non-cash amounts excluded from operating activities	1(a)	817,345	613,009	631,401	18,392	3.00%	
Amount attributable to operating activities		155,047	116,286	33,470	(82,816)		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	432,265	0	(432,265)	(100.00%)	▼
Proceeds from disposal of assets	7	100,000	8,333	0	(8,333)	(100.00%)	
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(226,800)	(32,891)	193,909	85.50%	▲
Amount attributable to investing activities		(684,447)	213,798	(32,891)	(246,689)		
Financing Activities							
Transfer from reserves	9	389,000	32,417	0	(32,417)	(100.00%)	▼
Transfer to reserves	9	(220,000)	(18,333)	(145)	18,188	99.21%	▲
Amount attributable to financing activities		169,000	14,083	(145)	(14,228)		
Closing funding surplus / (deficit)	1(c)	721	705,288	366,212			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 MARCH 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	361,121	361,121	365,773	4,652	1.29%	
Revenue from operating activities							
Rates	6	772,376	579,282	770,560	191,278	33.02%	▲
Operating grants, subsidies and contributions	11	590,443	442,832	467,984	25,152	5.68%	
Fees and charges		390,030	292,523	271,691	(20,832)	(7.12%)	
Interest earnings		5,200	3,900	2,322	(1,578)	(40.46%)	
Other revenue		600	450	2,580	2,130	473.33%	
Profit on disposal of assets	7	60,960	45,720	0	(45,720)	(100.00%)	▼
		1,819,609	1,364,707	1,515,137	150,430		
Expenditure from operating activities							
Employee costs		(1,078,324)	(808,743)	(832,383)	(23,640)	(2.92%)	
Materials and contracts		(263,000)	(197,250)	(368,989)	(171,739)	(87.07%)	▼
Utility charges		(95,912)	(71,934)	(64,772)	7,162	9.96%	
Depreciation on non-current assets		(878,305)	(658,729)	(631,401)	27,328	4.15%	
Insurance expenses		(91,366)	(68,525)	(81,174)	(12,649)	(18.46%)	▼
Other expenditure		(75,000)	(56,250)	(134,345)	(78,095)	(138.84%)	▼
		(2,481,907)	(1,861,431)	(2,113,064)	(251,633)		
Non-cash amounts excluded from operating activities	1(a)	817,345	613,009	631,401	18,392	3.00%	
Amount attributable to operating activities		155,047	116,285	33,474	(82,811)		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	432,265		(432,265)	(100.00%)	▼
Proceeds from disposal of assets	7	100,000	8,333	0	(8,333)	(100.00%)	
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(226,800)	(32,891)	193,909	85.50%	▲
Amount attributable to investing activities		(684,447)	213,798	(32,891)	(246,689)		
Financing Activities							
Transfer from reserves	9	389,000	32,417	0	(32,417)	(100.00%)	▼
Payments for principal portion of lease liabilities		0	0	0	0	0.00%	
Transfer to reserves	9	(220,000)	(18,333)	(145)	18,188	99.21%	▲
Amount attributable to financing activities		169,000	14,083	(145)	(14,228)		
Closing funding surplus / (deficit)	1(c)	721	705,288	366,212	(339,076)		

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 22 April 2021

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	7	(60,960)	(45,720)	0
Add: Depreciation on assets		878,305	658,729	631,401
Total non-cash items excluded from operating activities		817,345	613,009	631,401

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 March 2020	Year to Date 31 March 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(628,751)	(628,268)	(628,896)
Total adjustments to net current assets		(628,751)	(628,268)	(628,896)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	1,248,273	1,010,232	1,215,490
Rates receivables	3	62,125	77,215	107,968
Receivables	3	116,023	70,583	54,990
Other current assets	4	9,571	18,904	9,571
Less: Current liabilities				
Payables	5	(224,651)	(97,766)	(120,664)
Contract liabilities	10	(69,286)	(148,665)	(124,717)
Provisions	10	(147,531)	(139,673)	(147,531)
Less: Total adjustments to net current assets	1(b)	(628,751)	(628,268)	(628,896)
Closing funding surplus / (deficit)		365,773	162,562	366,212

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Municipal - Cash at Bank	Cash and cash equivalents	585,693	0	585,693		NAB	0.10%	NA
Cash on hand - Floats and Petty Cash	Cash and cash equivalents	450	0	450		Cash	0.00%	NA
Reserve - Cash at Bank	Cash and cash equivalents	0	629,347	629,347		NAB	0.10%	NA
Trust - Cash at Bank	Cash and cash equivalents	0	0	0	0	NAB	0.00%	NA
Total		586,143	629,347	1,215,490	0			
Comprising								
Cash and cash equivalents		586,143	629,347	1,215,490	0			
		586,143	629,347	1,215,490	0			

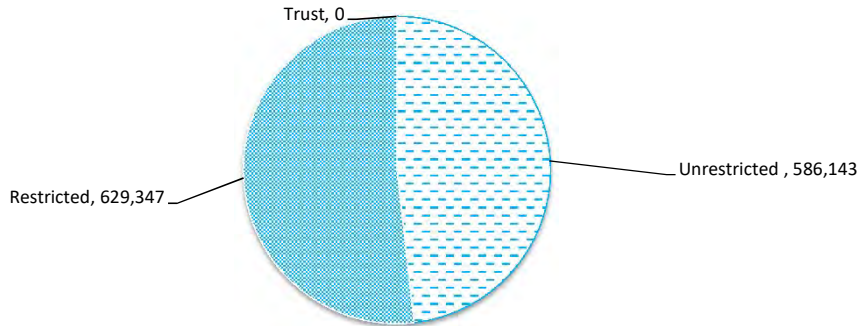
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

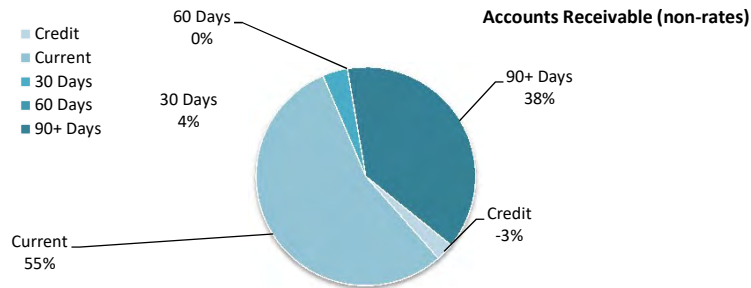
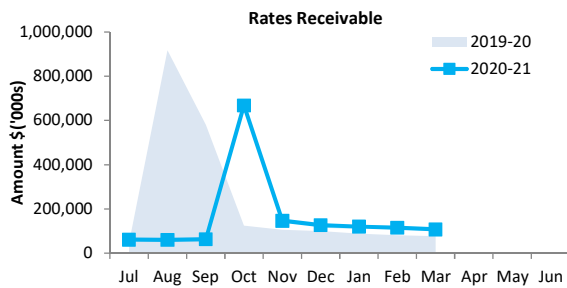
Rates receivable	30 June 2020	31 Mar 2021
	\$	\$
Opening arrears previous years	52,210	62,125
Levied this year	771,494	770,560
Less - collections to date	(761,579)	(724,717)
Equals current outstanding	62,125	107,968
Net rates collectable	62,125	107,968
% Collected	92.5%	87%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,443)	29,630	1,995		20,724	50,906
Percentage	(2.8%)	58.2%	3.9%	0%	40.7%	
Balance per trial balance						
Sundry receivable						4,084
GST receivable						54,990
Total receivables general outstanding						54,990

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 March 2021
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel and Materials	8,521	0	0	8,521
Prepayments				
Prepayments	1,050	0	0	1,050
Total other current assets	9,571	0	0	9,571
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

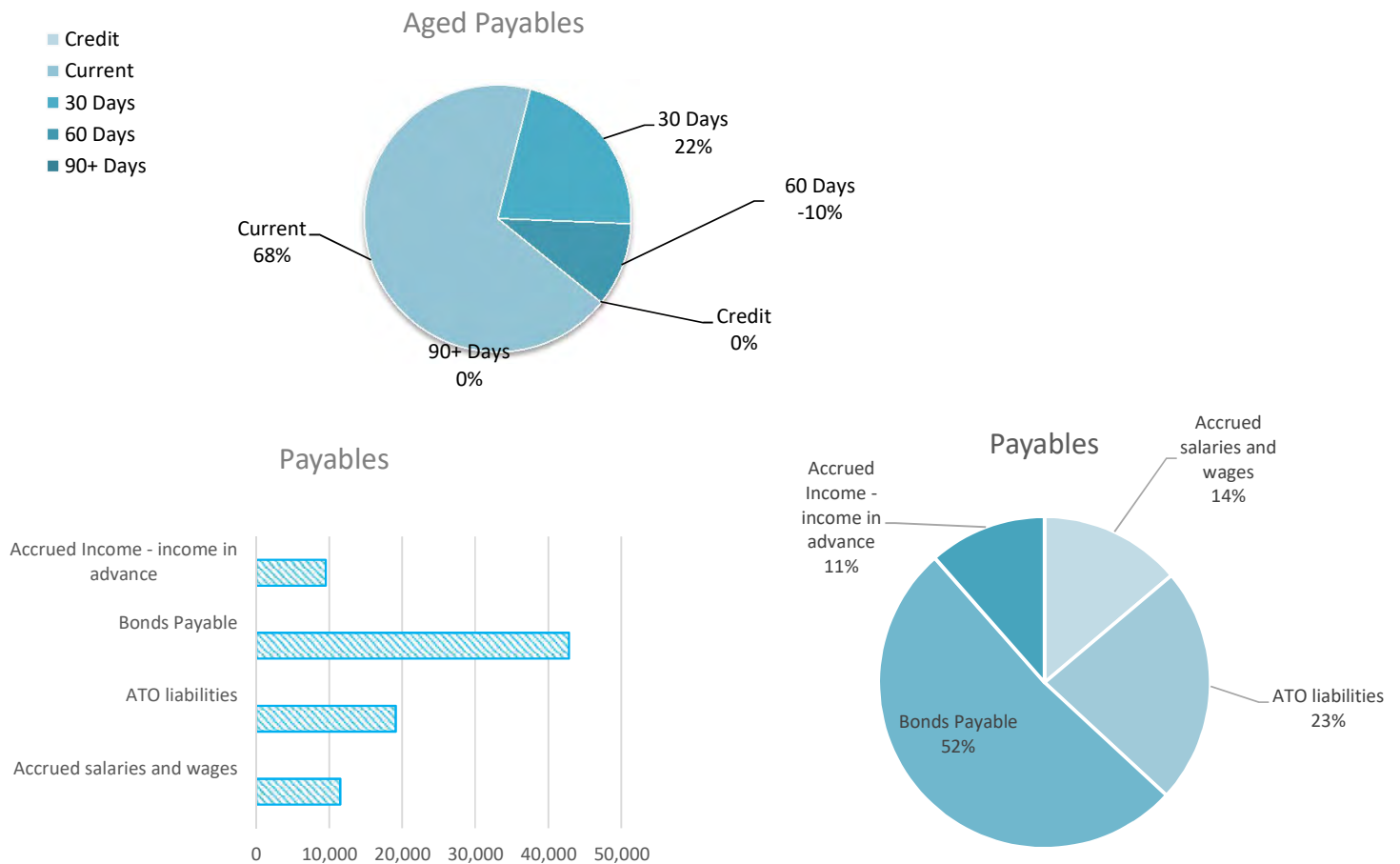
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general		32,291	10,269	(4,840)	0	37,720
Percentage	0%	85.6%	27.2%	-12.8%	0%	
Balance per trial balance						
Accrued salaries and wages						11,488
ATO liabilities						19,094
Bonds Payable						42,836
Accrued Income - income in advance						9,526
Total payables general outstanding						120,664

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



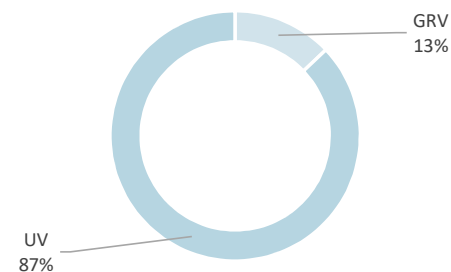
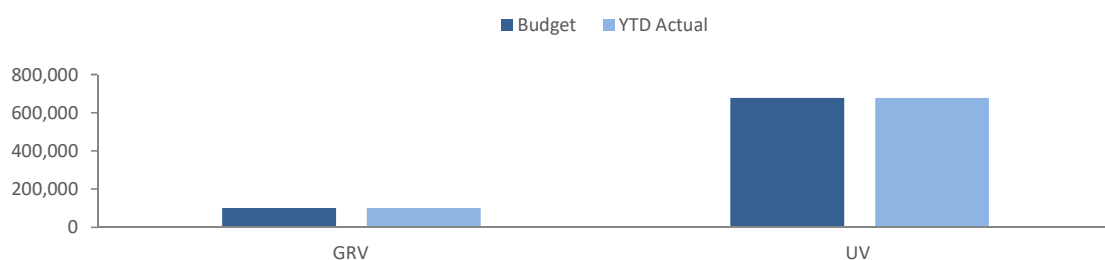
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

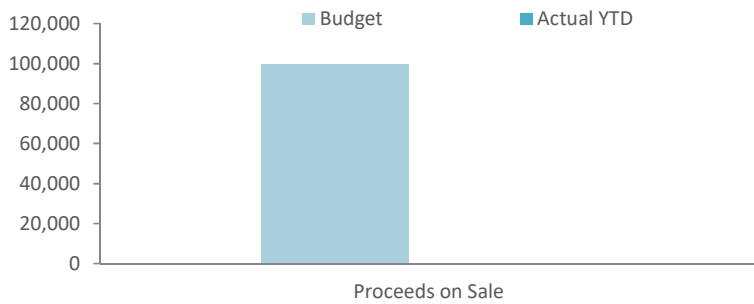
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV	0.1140	99	880,800	100,438			100,438	100,514			100,514
Unimproved value											
UV	0.0054	194	125,612,000	677,300			677,300	677,920		0	677,920
Sub-Total		293	126,492,800	777,738	0	0	777,738	778,434	0	0	778,434
Minimum payment	Minimum \$										
Gross rental value											
GRV	390	65		25,350			25,350	25,350		0	25,350
Unimproved value											
UV	390	20		7,800			7,800	7,800		0	7,800
Sub-total		85	0	33,150	0	0	33,150	33,150	0	0	33,150
Discount							(31,087)				(41,024)
Concession							(7,425)				0
Total general rates							772,376				770,560

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	John Deere Grader 670D	39,040	100,000	60,960	0	0	0	0	0
		39,040	100,000	60,960	0	0	0	0	0



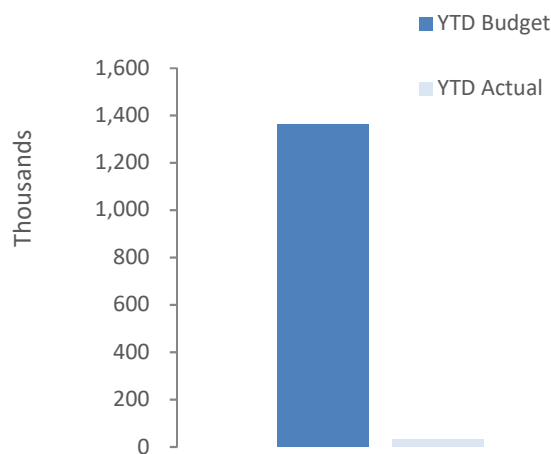
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Furniture and equipment	80,000	13,333	0	(13,333)
Plant and equipment	489,000	81,500	0	(81,500)
Infrastructure - roads	710,800	118,467	32,891	(85,576)
Infrastructure - drainage	61,000	10,167	0	(10,167)
Infrastructure - footpaths	20,000	3,333	0	(3,333)
Payments for Capital Acquisitions	1,360,800	226,800	32,891	(193,909)
Right of use assets	0	0	0	0
Total Capital Acquisitions	1,360,800	226,800	32,891	(193,909)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	576,353	432,265	0	(432,265)
Other (disposals & C/Fwd)	100,000	8,333	0	(8,333)
Cash backed reserves				
Plant replacement reserve	389,000	32,417	0	(32,417)
Contribution - operations	295,447	(246,215)	32,891	279,106
Capital funding total	1,360,800	226,800	32,891	(193,909)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant replacement reserve	448,772		104	220,000	0	(389,000)	0	279,772	448,876
Building reserve	42,073		9		0		0	42,073	42,082
Affordable housing reserve	102,264		24		0		0	102,264	102,288
Office equipment reserve	14,024		3		0		0	14,024	14,027
Road construction reserve	21,618		5		0		0	21,618	21,623
	628,751	0	145	220,000	0	(389,000)	0	459,751	628,896

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 March 2021
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	3,236	0	(3,236)	0
- non-operating	12	66,050	58,667	0	124,717
Total unspent grants, contributions and reimbursements		69,286	58,667	(3,236)	124,717
Provisions					
Annual leave		85,120	0	0	85,120
Long service leave		62,411	0	0	62,411
Total Provisions		147,531	0	0	147,531
Total other current assets		216,817	58,667	(3,236)	272,248
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2021	Current Liability 31 Mar 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission Grants				0		397,869	298,402	297,651
Law, order, public safety								
ESL Grant				0		31,279	23,459	19,882
Education and welfare								
Well Aged Housing Grants				0		40,000	30,000	42,834
Transport								
RRG Direct Funding Grant				0		75,002	56,252	76,543
Other property and services								
Regional Traineeship Grant 2019	3,236	0	(3,236)	0		44,093	33,070	0
	3,236	0	(3,236)	0	0	588,243	441,182	436,910
Operating contributions								
Governance								
Legal Fees Recoverable				0		1,000	750	4,339
Housing								
Staff Housing Reimbursements				0		1,200	900	309
Other property and services								
FBT Reimbursements				0				1,200
Paid Parental Leave				0				13,570
Diesel Fuel Rebates				0				11,655
	0	0	0	0	0	2,200	1,650	31,073
TOTALS	3,236	0	(3,236)	0	0	590,443	442,832	467,983

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 31 Mar 2021	Current Liability 31 Mar 2021
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
Transport					
Grant - RRG Project	66,050	58,667		124,717	124,717
	0	0	0	0	0
TOTALS	66,050	58,667	0	124,717	124,717

Non operating grants, subsidies and contributions revenue		
Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
576,353	432,265	0
0	0	0
576,353	432,265	0

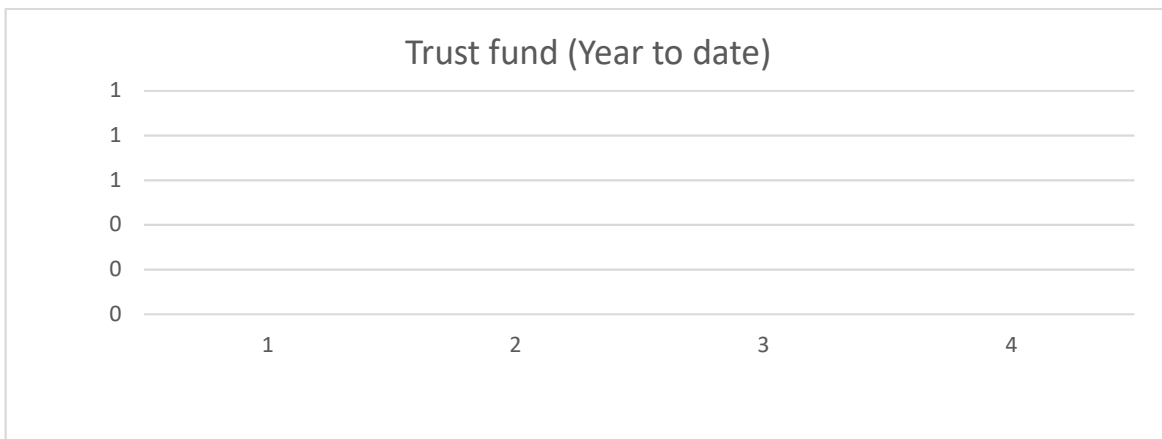
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021**

**NOTE 13
TRUST FUND**

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2020	Received	Paid	31 Mar 2021
	\$	\$	\$	\$
NIL	0	0	0	0
	0	0	0	0

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2021**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - rates	191,278	33.02%	▲ Timing	
Law, order and public safety	14,595	33.37%	▲ Timing	
Education and welfare	41,232	59.43%	▲ Timing	
Transport	(60,021)	(24.78%)	▼ Timing	
Economic services	(30,089)	(74.99%)	▼ Timing	
Other property and services	(15,611)	(36.14%)	▼ Timing	
Expenditure from operating activities				
Governance	(104,858)	(102.57%)	▼ Timing	
Law, order and public safety	(39,964)	(57.92%)	▼ Timing	
Community amenities	(40,564)	(57.83%)	▼ Timing	
Recreation and culture	(33,184)	(28.55%)	▼ Timing	
Transport	148,623	11.24%	▲ Timing	
Economic services	(23,761)	(48.74%)	▼	
Other property and services	(168,989)	(1038.33%)	▼ Timing	
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(432,265)	(100.00%)	▼ Timing	
Financing activities				
Transfer from reserves	(32,417)	(100.00%)	▼ Timing	
Transfer to reserves	18,188	99.21%	▲ Timing	

SHIRE OF WOODANILLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 April 2021

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

TABLE OF CONTENTS

Statement of Financial Activity by Program	3
Statement of Financial Activity by Nature or Type	5
Basis of Preparation	6
Note 1 Statement of Financial Activity Information	7
Note 2 Cash and Financial Assets	8
Note 3 Receivables	9
Note 4 Other Current Assets	10
Note 5 Payables	11
Note 6 Rate Revenue	12
Note 7 Disposal of Assets	13
Note 8 Capital Acquisitions	14
Note 9 Cash Reserves	15
Note 10 Other Current Liabilities	16
Note 11 Operating grants and contributions	17
Note 12 Non operating grants and contributions	18
Note 13 Trust Fund	19
Note 14 Explanation of Material Variances	20

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 APRIL 2021**

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GOVERNANCE	
Members of Council Administration	Members of Council, civic reception, functions, public relations, electoral requirements and administration.
GENERAL PURPOSE FUNDING	
Rates General Purpose Revenue	Rates, General Purpose Government Grants, Interest on Investments.
LAW, ORDER, PUBLIC SAFETY	
Fire Prevention Animal Control Other	Supervision of various by-laws, fire prevention and animal control.
HEALTH	
Preventative Services Community Health Other	Food Control, meat inspection, water testing and health inspection services.
EDUCATION AND WELFARE	
Disability Access & Inclusion Care of Senior Citizens	Well aged housing and services for youth and aged.
HOUSING	
Staff Housing	Provision and maintenance of staff housing.
COMMUNITY AMENITIES	
Sanitation Stormwater Drainage Town Planning Protection of Environment Other	Refuse site, cemetery and public conveniences.
RECREATION AND CULTURE	
Public Halls Swimming areas Libraries Other	Maintenance of halls, parks, gardens and ovals. Library and heritage.
TRANSPORT	
Road Construction Road Maintenance Road Plant Purchases Transport Licensing Agency	Road construction and maintenance, footpaths and traffic signs.
ECONOMIC SERVICES	
Rural Services Tourism Building Control Other	Area promotion, pest control and building control.
OTHER PROPERTY AND SERVICES	
Private Works Public Works Overheads Plant Operating Costs Stock Control Salaries and Wages	Private works, public works overheads and plant operation.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	361,121	361,121	365,773	4,652	1.29%	
Revenue from operating activities							
Governance		7,300	6,083	153	(5,930)	(97.48%)	
General purpose funding - general rates	6	772,376	643,647	770,677	127,030	19.74%	▲
General purpose funding - other		398,469	332,057	305,784	(26,273)	(7.91%)	
Law, order and public safety		58,309	48,591	66,380	17,789	36.61%	▲
Health		800	667	0	(667)	(100.00%)	
Education and welfare		92,500	77,083	115,733	38,650	50.14%	▲
Housing		17,200	14,333	19,742	5,409	37.74%	
Community amenities		36,800	30,667	30,340	(327)	(1.07%)	
Recreation and culture		1,800	1,500	3,966	2,466	164.40%	
Transport		322,962	269,135	198,377	(70,758)	(26.29%)	▼
Economic services		53,500	44,583	25,728	(18,855)	(42.29%)	▼
Other property and services		57,593	47,994	68,181	20,187	42.06%	▲
		1,819,609	1,516,340	1,605,061	88,721		
Expenditure from operating activities							
Governance		(136,313)	(113,594)	(166,279)	(52,685)	(46.38%)	▼
General purpose funding		(4,820)	(4,017)	(15,732)	(11,715)	(291.64%)	▼
Law, order and public safety		(92,000)	(76,667)	(119,407)	(42,740)	(55.75%)	▼
Health		(38,737)	(32,281)	(29,246)	3,035	9.40%	
Education and welfare		(44,100)	(36,750)	(34,758)	1,992	5.42%	
Housing		(68,000)	(56,667)	(45,756)	10,911	19.25%	▲
Community amenities		(93,526)	(77,938)	(124,527)	(46,589)	(59.78%)	▼
Recreation and culture		(155,000)	(129,167)	(168,684)	(39,517)	(30.59%)	▼
Transport		(1,762,711)	(1,468,926)	(1,306,874)	162,052	11.03%	▲
Economic services		(65,000)	(54,167)	(87,436)	(33,269)	(61.42%)	▼
Other property and services		(21,700)	(18,083)	(220,597)	(202,514)	(1119.91%)	▼
		(2,481,907)	(2,068,257)	(2,319,298)	(251,041)		
Non-cash amounts excluded from operating activities	1(a)	817,345	681,121	699,055	17,934	2.63%	
Amount attributable to operating activities		155,047	129,204	(15,182)	(144,386)		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	480,294	0	(480,294)	(100.00%)	▼
Proceeds from disposal of assets	7	100,000	8,333	0	(8,333)	(100.00%)	
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(1,134,000)	(33,140)	1,100,860	97.08%	▲
Amount attributable to investing activities		(684,447)	(645,373)	(33,140)	612,233		
Financing Activities							
Transfer from reserves	9	389,000	32,417	0	(32,417)	(100.00%)	▼
Transfer to reserves	9	(220,000)	(18,333)	(151)	18,182	99.18%	▲
Amount attributable to financing activities		169,000	14,083	(151)	(14,234)		
Closing funding surplus / (deficit)	1(c)	721	(140,965)	317,302			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 14 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 30 APRIL 2021

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	361,121	361,121	365,773	4,652	1.29%	
Revenue from operating activities							
Rates	6	772,376	643,647	770,677	127,030	19.74%	▲
Operating grants, subsidies and contributions	11	590,443	492,036	516,155	24,119	4.90%	
Fees and charges		390,030	325,025	313,307	(11,718)	(3.61%)	
Interest earnings		5,200	4,333	2,343	(1,990)	(45.93%)	
Other revenue		600	500	2,580	2,080	416.00%	
Profit on disposal of assets	7	60,960	50,800	0	(50,800)	(100.00%)	▼
		1,819,609	1,516,341	1,605,062	88,721		
Expenditure from operating activities							
Employee costs		(1,078,324)	(898,603)	(920,569)	(21,966)	(2.44%)	
Materials and contracts		(263,000)	(219,167)	(393,716)	(174,549)	(79.64%)	▼
Utility charges		(95,912)	(79,927)	(82,327)	(2,400)	(3.00%)	
Depreciation on non-current assets		(878,305)	(731,921)	(699,055)	32,866	4.49%	
Insurance expenses		(91,366)	(76,138)	(81,174)	(5,036)	(6.61%)	
Other expenditure		(75,000)	(62,500)	(142,456)	(79,956)	(127.93%)	▼
		(2,481,907)	(2,068,256)	(2,319,297)	(251,041)		
Non-cash amounts excluded from operating activities	1(a)	817,345	681,121	699,055	17,934	2.63%	
Amount attributable to operating activities		155,047	129,206	(15,180)	(144,386)		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	576,353	480,294		(480,294)	(100.00%)	▼
Proceeds from disposal of assets	7	100,000	8,333	0	(8,333)	(100.00%)	
Payments for property, plant and equipment and infrastructure	8	(1,360,800)	(1,134,000)	(33,140)	1,100,860	97.08%	▲
Amount attributable to investing activities		(684,447)	(645,373)	(33,140)	612,233		
Financing Activities							
Transfer from reserves	9	389,000	32,417	0	(32,417)	(100.00%)	▼
Payments for principal portion of lease liabilities		0	0	0	0	0.00%	
Transfer to reserves	9	(220,000)	(18,333)	(151)	18,182	99.18%	▲
Amount attributable to financing activities		169,000	14,083	(151)	(14,234)		
Closing funding surplus / (deficit)	1(c)	721	(140,962)	317,302	458,264		

KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 , Regulation 34* . Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 19 May 2021

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals	7	(60,960)	(50,800)	0
Add: Depreciation on assets		878,305	731,921	699,055
Total non-cash items excluded from operating activities		817,345	681,121	699,055

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 30 April 2020	Year to Date 30 April 2021
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(628,751)	(628,269)	(628,902)
Total adjustments to net current assets		(628,751)	(628,269)	(628,902)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	1,248,273	882,790	1,140,600
Rates receivables	3	62,125	70,675	100,392
Receivables	3	116,023	65,536	70,304
Other current assets	4	9,571	18,904	9,571
Less: Current liabilities				
Payables	5	(224,651)	(99,716)	(102,016)
Contract liabilities	10	(69,286)	(145,290)	(124,717)
Provisions	10	(147,531)	(139,673)	(147,531)
Less: Total adjustments to net current assets	1(b)	(628,751)	(628,269)	(628,902)
Closing funding surplus / (deficit)		365,773	24,957	317,302

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted \$	Restricted \$	Total Cash \$	Trust \$	Institution	Interest Rate	Maturity Date
Cash on hand								
Municipal - Cash at Bank	Cash and cash equivalents	511,249	0	511,249		NAB	0.10%	NA
Cash on hand - Floats and Petty Cash	Cash and cash equivalents	450	0	450		Cash	0.00%	NA
Reserve - Cash at Bank	Cash and cash equivalents	0	628,901	628,901		NAB	0.10%	NA
Trust - Cash at Bank	Cash and cash equivalents	0	0	0	0	NAB	0.00%	NA
Total		511,699	628,901	1,140,601	0			
Comprising								
Cash and cash equivalents		511,699	628,901	1,140,601	0			
		511,699	628,901	1,140,601	0			

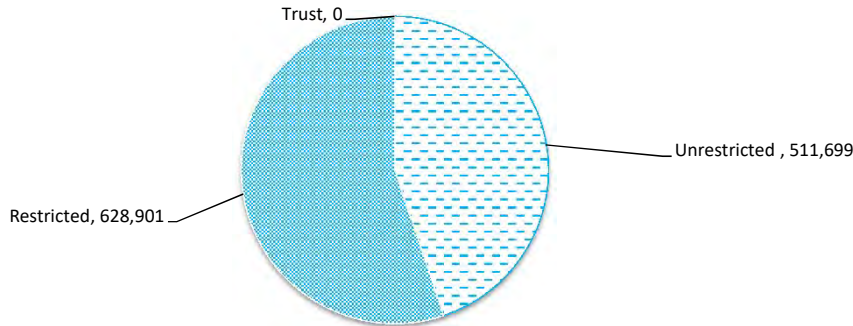
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

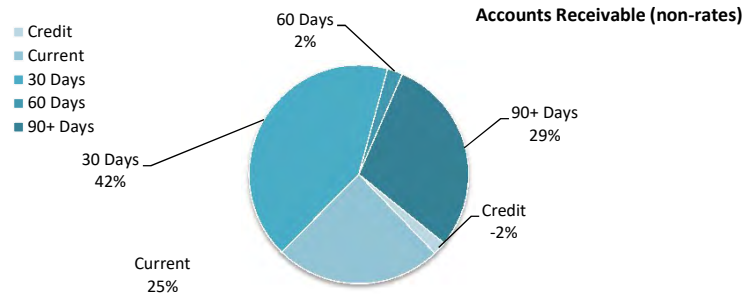
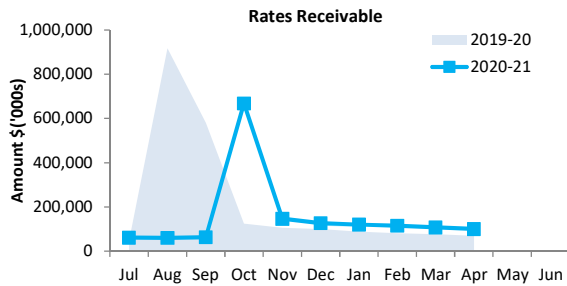
Rates receivable	30 June 2020	30 Apr 2021
	\$	\$
Opening arrears previous years	52,210	62,125
Levied this year	771,494	770,677
Less - collections to date	(761,579)	(732,410)
Equals current outstanding	62,125	100,392
Net rates collectable	62,125	100,392
% Collected	92.5%	87.9%

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,418)	17,335	29,564	1,595	20,724	67,800
Percentage	(2.1%)	25.6%	43.6%	2.4%	30.6%	
Balance per trial balance						
Sundry receivable						2,504
GST receivable						
Total receivables general outstanding						70,304

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.



Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 30 April 2021
	\$	\$	\$	\$
Inventory				
Fuel and Materials	8,521	0	0	8,521
Prepayments				
Prepayments	1,050	0	0	1,050
Total other current assets	9,571	0	0	9,571
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

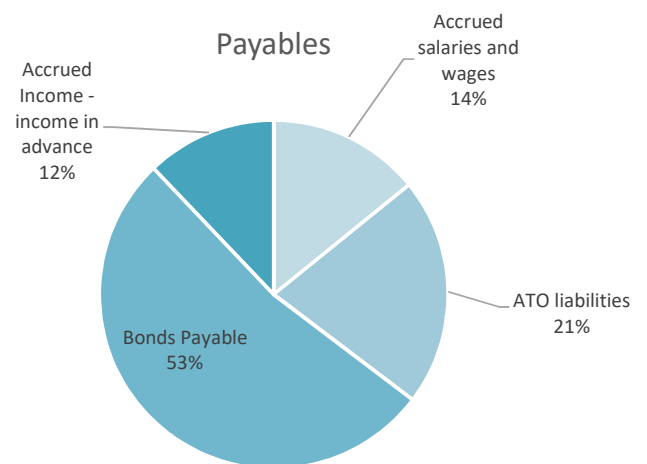
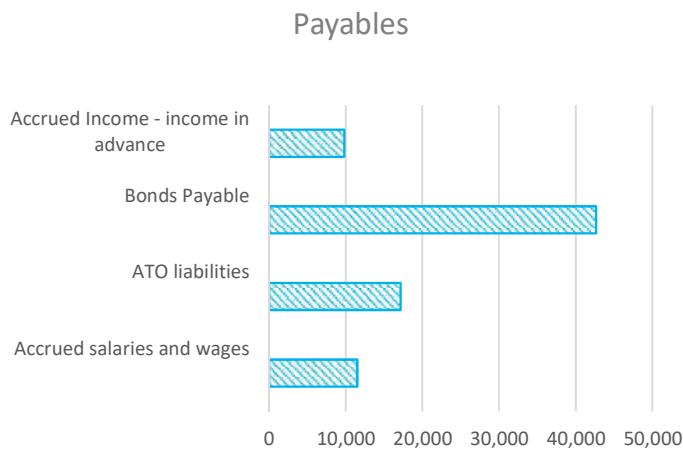
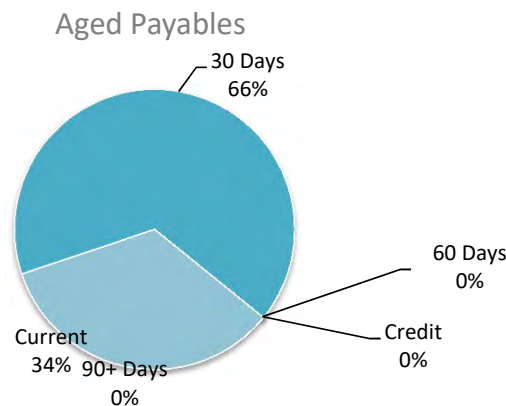
Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general		7,099	13,784	0	0	20,883
Percentage	0%	34%	66%	0%	0%	
Balance per trial balance						
Accrued salaries and wages						11,488
ATO liabilities						17,172
Bonds Payable						42,656
Accrued Income - income in advance						9,817
Total payables general outstanding						102,016

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

- Credit
- Current
- 30 Days
- 60 Days
- 90+ Days



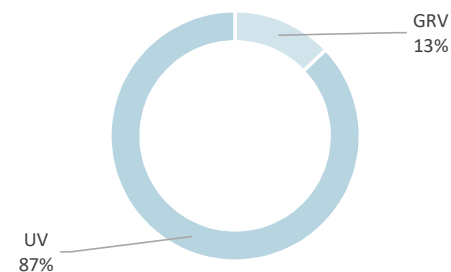
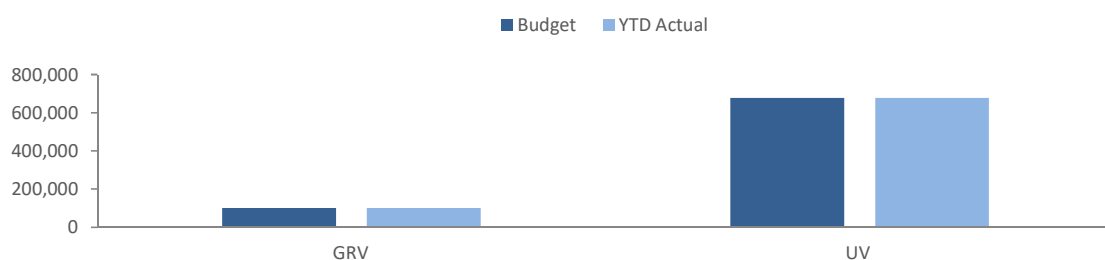
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021

OPERATING ACTIVITIES
NOTE 6
RATE REVENUE

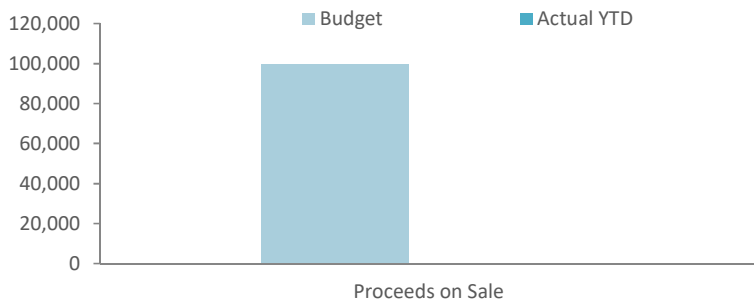
General rate revenue	Budget							YTD Actual			
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE				\$	\$	\$	\$	\$	\$	\$	\$
Gross rental value											
GRV	0.1140	99	880,800	100,438			100,438	100,514			100,514
Unimproved value											
UV	0.0054	194	125,612,000	677,300			677,300	677,920		0	677,920
Sub-Total		293	126,492,800	777,738	0	0	777,738	778,434	0	0	778,434
Minimum payment	Minimum \$										
Gross rental value											
GRV	390	65		25,350			25,350	25,350		0	25,350
Unimproved value											
UV	390	20		7,800			7,800	7,800		0	7,800
Sub-total		85	0	33,150	0	0	33,150	33,150	0	0	33,150
Discount							(31,087)				(40,907)
Concession							(7,425)				0
Total general rates							772,376				770,677

KEY INFORMATION

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Rates received in advance give rise to a financial liability. On 1 July 2020 the prepaid rates were recognised as a financial asset and a related amount was recognised as a financial liability and no income was recognised. When the taxable event occurs the financial liability is extinguished and income recognised for the prepaid rates that have not been refunded.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	John Deere Grader 670D	39,040	100,000	60,960	0	0	0	0	0
		39,040	100,000	60,960	0	0	0	0	0



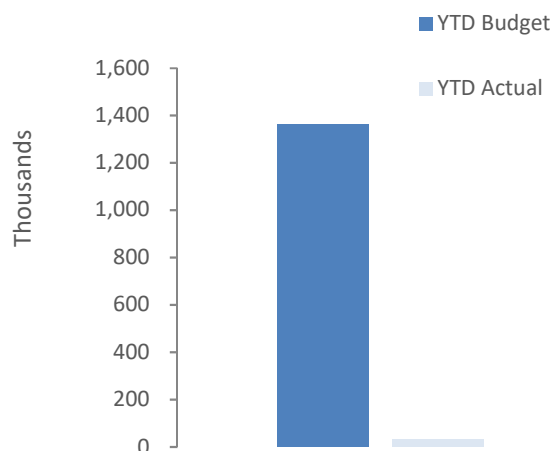
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Furniture and equipment	80,000	66,667	249	(66,418)
Plant and equipment	489,000	407,500	0	(407,500)
Infrastructure - roads	710,800	592,333	32,891	(559,442)
Infrastructure - drainage	61,000	50,833	0	(50,833)
Infrastructure - footpaths	20,000	16,667	0	(16,667)
Payments for Capital Acquisitions	1,360,800	1,134,000	33,140	(1,100,860)
Right of use assets	0	0	0	0
Total Capital Acquisitions	1,360,800	1,134,000	33,140	(1,100,860)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	576,353	480,294	0	(480,294)
Other (disposals & C/Fwd)	100,000	8,333	0	(8,333)
Cash backed reserves				
Plant replacement reserve	389,000	32,417	0	(32,417)
Contribution - operations	295,447	612,956	33,140	(579,816)
Capital funding total	1,360,800	1,134,000	33,140	(1,100,860)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021

OPERATING ACTIVITIES
NOTE 9
CASH RESERVES

Cash backed reserve

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant replacement reserve	448,772		108	220,000	0	(389,000)	0	279,772	448,880
Building reserve	42,073		10		0		0	42,073	42,083
Affordable housing reserve	102,264		24		0		0	102,264	102,288
Office equipment reserve	14,024		4		0		0	14,024	14,028
Road construction reserve	21,618		5		0		0	21,618	21,623
	628,751	0	151	220,000	0	(389,000)	0	459,751	628,902

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 30 April 2021
		\$	\$	\$	\$
Contract liabilities					
Unspent grants, contributions and reimbursements					
- operating	11	3,236	0	(3,236)	0
- non-operating	12	66,050	58,667	0	124,717
Total unspent grants, contributions and reimbursements		69,286	58,667	(3,236)	124,717
Provisions					
Annual leave		85,120	0	0	85,120
Long service leave		62,411	0	0	62,411
Total Provisions		147,531	0	0	147,531
Total other current liabilities		216,817	58,667	(3,236)	272,248
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021

NOTE 11

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2021	Current Liability 30 Apr 2021	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Grants Commission Grants				0		397,869	331,558	297,652
Law, order, public safety								
ESL Grant				0		31,279	26,066	27,823
Education and welfare								
Well Aged Housing Grants				0		40,000	33,333	43,017
Transport								
RRG Direct Funding Grant				0		75,002	62,502	76,543
Other property and services								
Regional Traineeship Grant 2019	3,236		(3,236)	0		44,093	36,744	38,500
	3,236	0	(3,236)	0	0	588,243	490,203	483,534
Operating contributions								
Governance								
Legal Fees Recoverable				0		1,000	833	4,339
Housing								
Staff Housing Reimbursements				0		1,200	1,000	502
Other property and services								
FBT Reimbursements				0				1,320
Paid Parental Leave				0				13,570
Diesel Fuel Rebates				0				12,890
	0	0	0	0	0	2,200	1,833	32,621
TOTALS	3,236	0	(3,236)	0	0	590,443	492,036	516,155

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021

NOTE 12

NON-OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Apr 2021	Current Liability 30 Apr 2021
	\$	\$	\$	\$	\$
Non-operating grants and subsidies					
Transport					
Grant - RRG Project	66,050	58,667		124,717	124,717
	0	0	0	0	0
TOTALS	66,050	58,667	0	124,717	124,717

Non operating grants, subsidies and contributions revenue		
Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
576,353	480,294	0
0	0	0
576,353	480,294	0

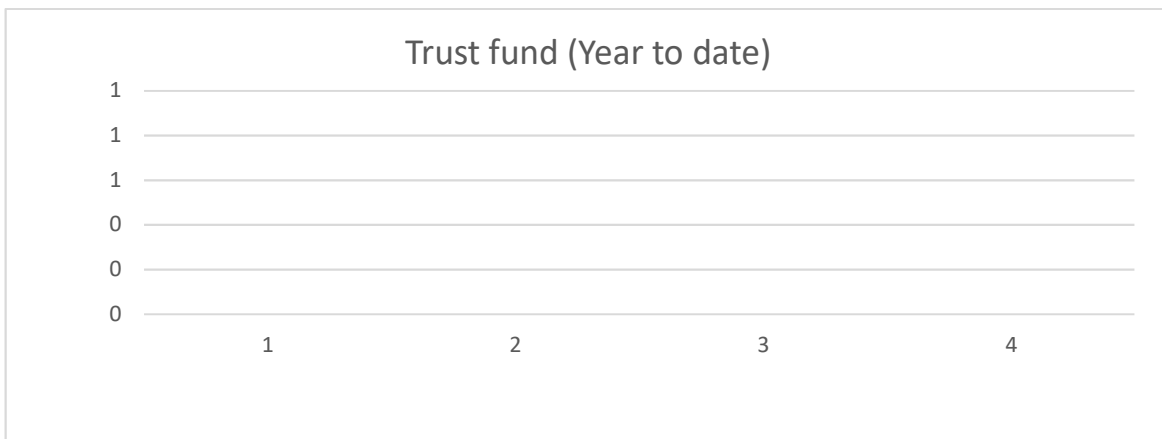
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**NOTE 13
TRUST FUND**

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

Description	Opening Balance	Amount	Amount	Closing Balance
	1 July 2020	Received	Paid	30 Apr 2021
	\$	\$	\$	\$
NIL	0	0	0	0
	0	0	0	0

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 APRIL 2021**

**NOTE 14
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - rates	127,030	19.74%	▲ Timing	
Law, order and public safety	17,789	36.61%	▲ Timing	
Education and welfare	38,650	50.14%	▲ Timing	
Transport	(70,758)	(26.29%)	▼ Timing	
Economic services	(18,855)	(42.29%)	▼ Timing	
Other property and services	20,187	42.06%	▲ Timing	
Expenditure from operating activities				
Governance	(52,685)	(46.38%)	▼ Timing	
Law, order and public safety	(42,740)	(55.75%)	▼ Timing	
Housing	10,911	19.25%	▲ Timing	
Community amenities	(46,589)	(59.78%)	▼ Timing	
Recreation and culture	(39,517)	(30.59%)	▼ Timing	
Transport	162,052	11.03%	▲ Timing	
Economic services	(33,269)	(61.42%)	▼ Timing	
Other property and services	(202,514)	(1119.91%)	▼ Timing	
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	(480,294)	(100.00%)	▼ Timing	
Payments for property, plant and equipment and infrastructure	1,100,860	97.08%	▲ Timing	
Financing activities				
Transfer from reserves	(32,417)	(100.00%)	▼ Timing	
Transfer to reserves	18,182	99.18%	▲ Timing	

14.4 MONTHLY RATES AND DEBTORS REPORT – FOR PERIOD ENDING 31/03/2021

OUTSTANDING RATES	31/03/2021
Description	Balance
Rates	\$ 69,097.84
Legal charges	\$ 5,644.53
Penalty charges	\$ 10,088.82
Other Charges	\$ -
Instalment admin Fee	\$ 7.22
Instalment interest	\$ 17.50
Fire breaks	\$ 2,928.29
ESL Penalty	\$ 569.64
Sub total	\$ 88,353.84
Rubbish removal	\$ 3,396.79
Sub total	\$ 3,396.79
ESL	\$ 6,483.87
Sub total	\$ 6,483.87
Rates paid in advance	-\$ 9,161.40
Sub total	-\$ 9,161.40
Grand total	\$ 89,073.10

SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

CLIENT #	DETAILS	AMOUNT
120	Standpipe Water Charges	\$39.38
504	Funding	\$5400.00
90614	Standpipe Water	\$10.50
168	Funding	\$14650.00
133	Standpipe Water	\$116.48
90519	Standpipe Water	\$107.00
47	Standpipe Water	\$15.41
21118	Standpipe Water	\$255.50
90415	Reimbursement of Costs	\$129.47
	Total	\$20,723.74

TOTAL SUNDRY DEBTORS OUTSTANDING

30 DAYS AND LESS	60 DAYS	90 DAYS OR GREATER	CREDITS	TOTAL
\$31,625.05	\$0.00	\$20,273.75	(\$1,443.29)	\$50,905.51

14.4 MONTHLY RATES AND DEBTORS REPORT – FOR PERIOD ENDING 30/04/2021

OUTSTANDING RATES	30/04/2021
Description	Balance
Rates	\$ 64,392.75
Legal charges	\$ 5,644.53
Penalty charges	\$ 10,088.82
Other Charges	\$ -
Instalment admin Fee	\$ 7.22
Instalment interest	\$ 17.50
Fire breaks	\$ 2,928.29
ESL Penalty	\$ 569.64
Sub total	\$ 83,648.75
Rubbish removal	\$ 3,370.69
Sub total	\$ 3,370.69
ESL	\$ 6,104.75
Sub total	\$ 6,104.75
Rates paid in advance	-\$ 9,392.46
Sub total	-\$ 9,392.46
Grand total	\$ 83,731.73

SUNDRY DEBTORS OUTSTANDING 90 DAYS OR GREATER

CLIENT #	DETAILS	AMOUNT
120	Standpipe Water Charges	\$39.38
504	Funding	\$5400.00
90614	Standpipe Water	\$10.50
168	Funding	\$14650.00
133	Standpipe Water	\$116.48
90519	Standpipe Water	\$107.00
47	Standpipe Water	\$15.41
21118	Standpipe Water	\$255.50
90415	Reimbursement of Costs	\$129.47
	Total	\$20,723.74

TOTAL SUNDRY DEBTORS OUTSTANDING

30 DAYS AND LESS	60 DAYS	90 DAYS OR GREATER	CREDITS	TOTAL
\$46,898.88	\$1,595.00	\$20,723.75	(\$1,417.80)	\$67,799.83

Appendix 15.8.1

**SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 31 MARCH 2021**

Transaction ID	Date	Name	Description	Amount
Municipal Account				
EFT Payments				
EFT5429	12/03/2021	Woodanilling Men's Shed	maintenance	-1550.00
EFT5430	12/03/2021	Westcare	equipment	-115.50
EFT5431	12/03/2021	AM Bolts & Nuts	parts	-61.01
EFT5432	12/03/2021	McGuffie Transport	freight	-29.70
EFT5433	12/03/2021	AFGRI Equipment	parts	-217.21
EFT5434	12/03/2021	Toll Transport	freight	-154.07
EFT5435	12/03/2021	Katanning Districts Carpet Care	cleaning contract	-1102.50
EFT5436	12/03/2021	South West Fire Units	parts	-254.38
EFT5437	12/03/2021	GR & VT Cattnach T/As V & G Canvas And Trimming	seat cover	-38.50
EFT5438	12/03/2021	WA Reticulation Supplies	parts	-174.22
EFT5439	12/03/2021	Susan Maree McGlasson	Rates refund for assessment A649 3206 Fiegerts Road KENMARE WA 6316	-57.57
EFT5440	12/03/2021	Synergy	25 Jan to 24 Feb 2021	-1295.64
EFT5441	12/03/2021	Great Southern Fuel Supplies	bulk diesel	-11487.04
EFT5442	12/03/2021	Edwards Motors	parts	-421.05
EFT5443	12/03/2021	JR & A Hersey	parts	-350.35
EFT5444	12/03/2021	Ray Ford Signs	rural road numbers	-539.00
EFT5445	12/03/2021	Burando Hill	parts	-143.13
EFT5446	12/03/2021	Emerald Garden	flowers for staff member	-80.00
EFT5447	12/03/2021	Katanning McIntosh & Son	maintenance	-2320.96
EFT5448	12/03/2021	Katanning Hardware	hardware	-33.45
EFT5449	12/03/2021	Landgate Valuation & Property Analytics	rural street address	-186.90
EFT5450	12/03/2021	Albany Best Office Systems	copier contract	-844.81
EFT5451	12/03/2021	Great Southern Waste Disposal	rubbish collection	-2951.46
EFT5452	12/03/2021	Staff Christmas Club	Payroll deductions	-741.00
EFT5453	12/03/2021	Ambrose Electrical Contracting	maintenance	-245.00
EFT5454	12/03/2021	T-Quip	parts	-293.60
EFT5455	12/03/2021	Officeworks	stationery	-103.70
EFT5456	26/03/2021	Premier Smash Repairs	windscreen replacement	-352.00
EFT5457	26/03/2021	Frontline Fire & Rescue	fire boots for volunteer	-212.58
EFT5458	26/03/2021	Automotive Electrical & 4WD Accessories	parts	-258.21
EFT5459	26/03/2021	Wurth Australia	gloves	-125.57
EFT5460	26/03/2021	QFH Multiparts	parts	-569.65
EFT5461	26/03/2021	Toll Transport	FREIGHT	-31.96
EFT5462	26/03/2021	Katanning Districts Carpet Care	cleaning contract	-656.25
EFT5463	26/03/2021	LE & PM Garstone Plumbing	maintenance	-390.00
EFT5464	26/03/2021	Bob Waddell & Associates Pty Ltd	rates consulting	-33.00
EFT5465	26/03/2021	Woodanilling CWA	catering	-800.00
EFT5466	26/03/2021	Cutting Edges Equipment Parts	parts	-387.68
EFT5467	26/03/2021	Beaurepaires Wagin	balance front tyres	-125.18
EFT5468	26/03/2021	ACMA	bushfire radio renewal	-114.00
EFT5469	26/03/2021	Ray Ford Signs	school bus signs	-458.37
EFT5470	26/03/2021	Burando Hill	parts	-7.06
EFT5471	26/03/2021	PCS	laptop-grant from SLWA	-2720.00
EFT5472	26/03/2021	Great Southern Toyota	parts	-436.15
EFT5473	26/03/2021	Katanning Hardware	hardware	-673.95
EFT5474	26/03/2021	Truckline	parts	-316.80
EFT5475	26/03/2021	Albany Best Office Systems	copier contract	-597.09
EFT5476	26/03/2021	Staff Christmas Club	Payroll deductions	-594.00
EFT5477	26/03/2021	Albany Radio Communications	parts	-726.32
EFT5478	26/03/2021	T-Quip	parts	-21.45
EFT Total Payments				- 36,399.02

Cheque Payments

**SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 31 MARCH 2021**

15335	26/03/2021	Petty Cash Recoup	petty cash	-183.65
Total Cheque Payments				- 183.65
Direct Debit Payments				
DD3465.2	01/03/2021	Westnet	monthly hosting fee	-4.99
DD3469.1	04/03/2021	Water Corporation	1 Jan to 28 Feb 2021	-191.66
DD3469.2	02/03/2021	Water Corporation	1 Jan to 28 Feb 2021	-2312.78
DD3469.3	05/03/2021	Water Corporation	1 Jan to 28 Feb 2021	-763.81
DD3472.2	11/03/2021	Water Corporation	1 Jan to 28 Feb 2021	-24956.56
DD3479.1	03/03/2021	Aware Super	Superannuation contributions	-545.83
DD3479.2	03/03/2021	Hesta	Superannuation contributions	-400.92
DD3479.3	03/03/2021	Australian Superannuation	Payroll deductions	-659.31
DD3479.4	03/03/2021	MLC Navigator Retirement Plan	Superannuation contributions	-182.48
DD3479.5	03/03/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3479.6	03/03/2021	REST	Superannuation contributions	-138.35
DD3479.7	03/03/2021	OnePath Custodians	Superannuation contributions	-79.42
DD3482.1	04/03/2021	NAB - Credit Card	card fee	-447.61
DD3484.1	10/03/2021	Aware Super	Superannuation contributions	-743.66
DD3484.2	10/03/2021	Hesta	Superannuation contributions	-400.92
DD3484.3	10/03/2021	Australian Superannuation	Payroll deductions	-714.35
DD3484.4	10/03/2021	MLC Navigator Retirement Plan	Superannuation contributions	-178.34
DD3484.5	10/03/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3484.6	10/03/2021	REST	Superannuation contributions	-138.35
DD3484.7	10/03/2021	OnePath Custodians	Superannuation contributions	-83.60
DD3489.1	16/03/2021	Telstra	25 Feb 2021 to 24 Mar 2021	-321.94
DD3497.1	17/03/2021	Aware Super	Superannuation contributions	-723.50
DD3497.2	17/03/2021	Hesta	Superannuation contributions	-400.92
DD3497.3	17/03/2021	Australian Superannuation	Payroll deductions	-684.69
DD3497.4	17/03/2021	MLC Navigator Retirement Plan	Superannuation contributions	-182.48
DD3497.5	17/03/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3497.6	17/03/2021	REST	Superannuation contributions	-138.35
DD3497.7	17/03/2021	OnePath Custodians	Superannuation contributions	-80.99
DD3501.1	29/03/2021	ClickSuper	transaction fee	-7.81
DD3502.2	20/03/2021	SkyMesh	internet contract	-125.00
DD3504.1	24/03/2021	Aware Super	Superannuation contributions	-772.44
DD3504.2	24/03/2021	Hesta	Superannuation contributions	-400.92
DD3504.3	24/03/2021	Australian Superannuation	Payroll deductions	-684.69
DD3504.4	24/03/2021	MLC Navigator Retirement Plan	Superannuation contributions	-182.48
DD3504.5	24/03/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3504.6	24/03/2021	REST	Superannuation contributions	-138.35
DD3504.7	24/03/2021	OnePath Custodians	Superannuation contributions	-79.42
DD3508.1	31/03/2021	Aware Super	Superannuation contributions	-732.54
DD3508.2	31/03/2021	Hesta	Superannuation contributions	-400.92
DD3508.3	31/03/2021	Australian Superannuation	Payroll deductions	-684.69
DD3508.4	31/03/2021	MLC Navigator Retirement Plan	Superannuation contributions	-174.19
DD3508.5	31/03/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3508.6	31/03/2021	REST	Superannuation contributions	-138.35
DD3508.7	31/03/2021	OnePath Custodians	Superannuation contributions	-99.28
Total Direct Debit Payments				- 40,575.74
Municipal Account List of Payments Total				- 77,158.41

Appendix 15.9.1

SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 30 APRIL 2021

Transaction ID	Date	Name	Description	Amount
Municipal Account				
EFT Payments				
EFT5479	16/04/2021	West Australian Newspaper	advertising	-304.00
EFT5480	16/04/2021	Di Candilo Steel City	parts	-286.55
EFT5481	16/04/2021	Filters Plus WA	filters	-245.52
EFT5482	16/04/2021	AFGRI Equipment	parts	-287.61
EFT5483	16/04/2021	Toll Transport	FREIGHT	-64.24
EFT5484	16/04/2021	Katanning Districts Carpet Care	cleaning contract	-630.00
EFT5485	16/04/2021	Bob Waddell & Associates Pty Ltd	rates consulting	-330.00
EFT5486	16/04/2021	Kewdale Bearcat Tyres Pty Ltd	parts	-4735.50
EFT5487	16/04/2021	ATO	BAS-FEB 2021	-10269.34
EFT5488	16/04/2021	Synergy	25 feb to 24 mar 2021	-540.42
EFT5489	16/04/2021	Blights Auto Electrics	parts	-64.00
EFT5490	16/04/2021	Great Southern Fuel Supplies	bulk diesel	-5767.97
EFT5491	16/04/2021	Beaurepaires Wagin	tyre repair	-689.66
EFT5492	16/04/2021	FitzGerald Strategies	annual subscription	-2489.04
EFT5493	16/04/2021	PCS	software support	-85.00
EFT5494	16/04/2021	Great Southern Toyota	parts	-1027.31
EFT5495	16/04/2021	Grahams Small Motor Centre	equipment	-198.00
EFT5496	16/04/2021	BTW Rural Supplies	equipment	-114.00
EFT5497	16/04/2021	Blackwoods	parts	-129.60
EFT5498	16/04/2021	Katanning Hardware	hardware	-32.90
EFT5499	16/04/2021	Landgate Valuation & Property Analytics	rural uv valuations	-85.46
EFT5500	16/04/2021	Great Southern Waste Disposal	rubbish collection	-2276.62
EFT5501	16/04/2021	Staff Christmas Club	Payroll deductions	-891.00
EFT5502	16/04/2021	WWLZ	2020/2021 contribution	-15000.00
EFT5503	16/04/2021	T-Quip	parts	-157.95
EFT5504	16/04/2021	Officeworks	stationery	-266.52
EFT5505	19/04/2021	Diamond Edge Sharpening	equipment maintenance	-1925.00
EFT Total Payments				- 48,893.21
Cheque Payments				
Total Cheque Payments				-
Direct Debit Payments				
DD3502.1	01/04/2021	Westnet	monthly hosting fee	-103.99
DD3518.1	07/04/2021	Aware Super	Superannuation contributions	-722.56
DD3518.2	07/04/2021	Hesta	Superannuation contributions	-400.92
DD3518.3	07/04/2021	Australian Superannuation	Payroll deductions	-680.73
DD3518.4	07/04/2021	MLC Navigator Retirement Plan	Superannuation contributions	-170.05
DD3518.5	07/04/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3518.6	07/04/2021	REST	Superannuation contributions	-141.88
DD3518.7	07/04/2021	OnePath Custodians	Superannuation contributions	-79.42
DD3524.1	13/04/2021	Telstra	25 Mar to 24 Apr	-321.94
DD3526.1	06/04/2021	NAB - Credit Card	card fee	-264.64
DD3531.1	14/04/2021	Aware Super	Superannuation contributions	-853.75
DD3531.2	14/04/2021	Hesta	Superannuation contributions	-408.07
DD3531.3	14/04/2021	Australian Superannuation	Payroll deductions	-768.93
DD3531.4	14/04/2021	MLC Navigator Retirement Plan	Superannuation contributions	-182.48
DD3531.5	14/04/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3531.6	14/04/2021	REST	Superannuation contributions	-148.93
DD3531.7	14/04/2021	OnePath Custodians	Superannuation contributions	-79.42
DD3537.1	30/04/2021	Water Corporation	1 Mar to 30 Apr 2021	-845.19
DD3537.3	27/04/2021	Water Corporation	1 Mar to 30 Apr 2021	-1486.20
DD3542.1	21/04/2021	Aware Super	Superannuation contributions	-785.74
DD3542.2	21/04/2021	Hesta	Superannuation contributions	-406.54

**SHIRE OF WOODANILLING
STATEMENT OF PAYMENTS
FOR THE PERIOD 30 APRIL 2021**

DD3542.3	21/04/2021	Australian Superannuation	Payroll deductions	-725.76
DD3542.4	21/04/2021	MLC Navigator Retirement Plan	Superannuation contributions	-141.01
DD3542.5	21/04/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3542.6	21/04/2021	REST	Superannuation contributions	-153.02
DD3542.7	21/04/2021	OnePath Custodians	Superannuation contributions	-60.09
DD3551.1	20/04/2021	SkyMesh	internet contract	-125.00
DD3552.1	23/04/2021	ClickSuper	transaction fee	-5.72
DD3558.1	28/04/2021	Aware Super	Superannuation contributions	-737.52
DD3558.2	28/04/2021	Hesta	Superannuation contributions	-399.46
DD3558.3	28/04/2021	Australian Superannuation	Payroll deductions	-652.53
DD3558.4	28/04/2021	MLC Navigator Retirement Plan	Superannuation contributions	-182.48
DD3558.5	28/04/2021	Colonial Select Personnel Super	Superannuation contributions	-95.77
DD3558.6	28/04/2021	REST	Superannuation contributions	-138.35
DD3558.7	28/04/2021	OnePath Custodians	Superannuation contributions	-79.42

Total Direct Debit Payments	- 12,634.82
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Municipal Account List of Payments Total	<u>- 61,528.03</u>
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