



## **SHIRE OF WOODANILLING**

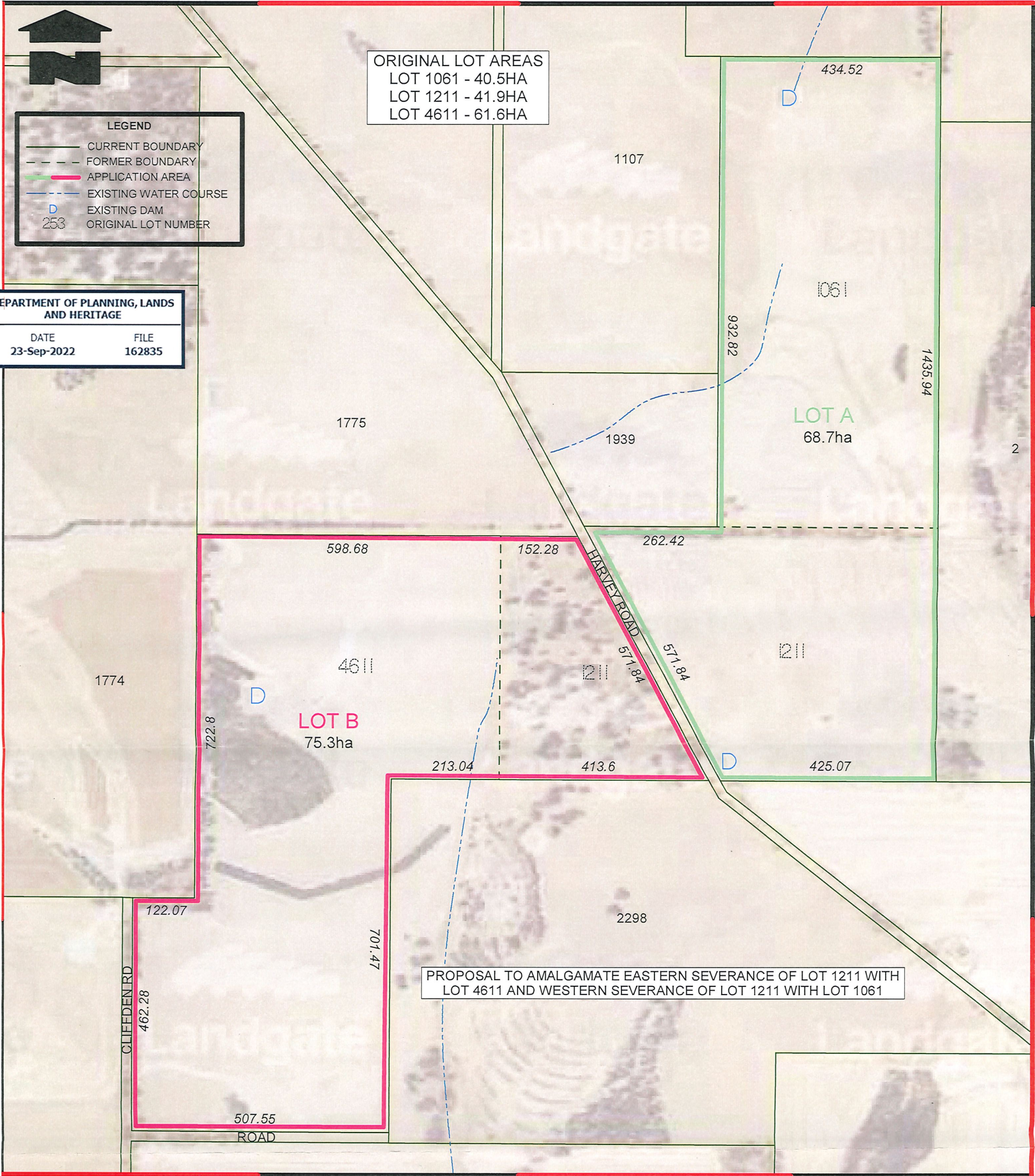
### **ATTACHMENT BOOKLET FOR ORDINARY COUNCIL MEETING**



18 October 2022 at 4pm

#### **INDEX**

- 11.1.1 Plan of Subdivision (Amalgamation-Boundary Realignment) 11.1.2 WAPC Application
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- 14.2.1 Application for Community Events Fund P & C
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- 15.6.1 Revised New Council Policy 108
- 15.6.2 Draft Application to Consume Alcohol on Shire Property





					HEIGHT DATUM : AHD COORDINATE SYSTEM : MGA2020		COPYRIGHT OF this drawing is the property of 35 Degrees South it must not be reproduced or altered without the prior written consent of the owner					
A	15/08/22	ORIGINAL ISSUE	MA	MA	<div><div></div><div><b>35 DEGREES SOUTH</b> LAND AND SEA SURVEYING ARGYLE BUILDING 46 STIRLING TERRACE ALBANY WA 6330 ISO 9001 Email:marka@35degreesouth.com.au</div><div></div></div>		<div><b>NOTES</b> Only above ground features have been located. Areas &amp; dimensions are subject to final survey. Sewer information is as supplied by the Water Corporation of W.A. and has not been surveyed on site except where shown. SOIL - sandy, no rock evident VEGETATION - cleared KERB - semi mountable (fair condition) WIND - southerly SEWER - yes POWER - u/ground</div>					
ISSUE	DATE	REVISION	BY	CHKD								
<div>DISCLAIMER 35 DEGREES SOUTH HAS TAKEN DUE CARE IN THE PREPARATION OF THIS DRAWING, BUT ACCEPTS NO RESPONSIBILITY FOR ANY INACCURACY OF THE HIGH WATER MARK POSITION OR THE CADASTRAL INFORMATION. NOR INAPPROPRIATE USE OF THIS INFORMATION THE CADASTRAL AND HIGH WATER MARK LOCATION ARE OBTAINED FROM LANDGATE'S DIGITAL CADASTRAL DATABASE NO RESPONSIBILITY CAN BE ACCEPTED FOR ANY DAMAGE CAUSED TO ANY UNDERGROUND SERVICE OR ANY LOSS OR INJURY SO SUFFERED IF INQUIRY AND VERIFICATION HAVE NOT BEEN COMPLETED IN ACCORDANCE WITH THIS NOTE.</div>					<div>PROPOSED SUBDIVISION OF LOTS 1061, 1211 &amp; 4611 HARVEY ROAD, CARTMETICUP NO. EXISTING LOTS : 3 NO. PROPOSED LOTS : 2</div>							
<div>The information shown on this drawing is current as at the date of survey. Earthworks/setout dimensions may vary on site at builders discretion Sewer/drainage may vary from schematic presentation. Check minimum clearance. Retaining not included/in addition to contract remains owners responsibility. For easements check Certificate of Title. This is a site survey only, the location of boundary pegs or fences in relation to boundary is not guaranteed.</div>					CLIENT : PHIL & HELLE CROSSLEY		SURVEY DATE : AUG. 2022		SCALE 1:7500		ORIGINAL SHEET SIZE A3	
					PLAN : DP102385 (LOT 1061) DP103253 (LOT 1211) DP114014 (LOT 4611)		C/T VOL FOL : 2987 / 885 (LOT 1061) 2987 / 886 (LOT 1211) 4003 / 975 (LOT 4611)		JOB No 5536			
					MAP REF :		AUTHORITY : SHIRE OF WOODANILLING		DRAWING No DWG5536S		1 of 1	





Your Ref : 162835  
Previous Ref :  
Enquiries : Rosa Rigali (6551 9306)

28 September 2022

***Application No: 162835 - Lot No 1061, 1211, 4611 Harvey Rd Cartmesticup***

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by 9th November 2022 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au)

Send responses via email to [referrals@dplh.wa.gov.au](mailto:referrals@dplh.wa.gov.au). **Always quote reference number "162835" when responding.**

This proposal has also been referred to the following organisations for their comments: *Western Power, Water Corporation, Telstra, Dept Of Water & Environment Regulations, Dept Mines Ind Regulation And Safety, Dept Biodiversity, Conser & Attraction and LG Shire Of Woodanilling.*

Yours faithfully

A handwritten signature in black ink, appearing to read "S Fagan".

Ms Sam Fagan  
Secretary  
Western Australian Planning Commission

#### APPLICATION DETAILS

<b>Application Type</b>	Subdivision	<b>Application No</b>	162835
<b>Applicant(s)</b>	35 Degrees South		
<b>Owner(s)</b>	Mr Thomas Eric Crossley; Tomsblock Pty Ltd		
<b>Locality</b>	Lot No 1061, 1211, 4611 Harvey Rd Cartmesticup		
<b>Lot No(s).</b>	1061, 1211, 4611	<b>Purpose</b>	Rural
<b>Location</b>		<b>Local Gov. Zoning</b>	Regional Rural
<b>Volume/Folio No.</b>	2987/885, 2987/886, 4003/975	<b>Local Government</b>	Shire Of Woodanilling
<b>Plan/Diagram No.</b>	102385, 103253, 114014	<b>Tax Sheet</b>	
<b>Centroid Coordinates</b>	mE mN		
<b>Other Factors</b>	BUSHFIRE PRONE AREA, THREATENED ECOLOGICAL COMMUNITY BUFFER, REMNANT VEGETATION (NLWRA), DMP, HYDROGRAPHY ( )		



## 35 DEGREES SOUTH

Consulting Licensed Surveyors

Argyll Building  
46 Stirling Terrace

PO Box 5046, Albany 6332  
Tel: 98423766 Fax: 98421019



Date: 30<sup>th</sup> August, 2022

To:

Department of Planning Lands & Heritage  
c/o Planning Administration  
Department of Planning  
178 Stirling Terrace  
Albany WA 6330

Dear Planning Administration Team Leader

**Re: Amalgamation Application of Lots 1061, 1211 & 4611 Harvey Road,  
Cartmeticup**

We have been engaged by the land owners to submit a proposed sub-division amalgamation for Lots 1061, 1211 & 4611 Harvey Road, Cartmeticup.

No BAL is required for this application.

Although the land is contained within a Bushfire Prone Area, this application is vacant farming land reducing existing lots from 3 to 2 and under the Planning Bulletin 111 does not result in the intensification of any development.

Sincerely

A handwritten signature in black ink, appearing to read 'Pauline Anderson'.

Pauline Anderson  
On behalf of  
Mark Anderson  
Licensed Surveyor

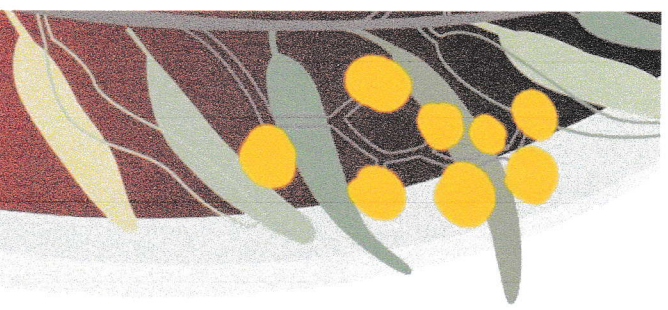
## APPLICATION FOR PLANNING APPROVAL

Planning and Development (Local Planning Schemes) Regulations 2015

Application for Development Approval

<b>OWNER DETAILS</b>		
Name: <u>Amiee Shayne</u>		
ABN (if applicable):		
Address: <u>PO Box 1650, Esperance, WA, 6450</u>		
Work No:	Home:	Mobile: <u>04 55033156</u>
Email: <u>freddog57@outlook.com.au</u>		
Contact person for correspondence: <u>Shayne</u>		
Signature: <u>Dennice</u>		Date: <u>27/11/21</u>
Signature: <u>cae</u>		Date: <u>27/11/21</u>
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		
<b>APPLICANT DETAILS (IF DIFFERENT FROM OWNER)</b>		
Name:		
Address:		
Work No:	Home No:	Mobile:
Email:		
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:		Date:
<b>PROPERTY DETAILS</b>		
Lot No: <u>147 GARSTONE RD</u>	House/Street No: <u>147 McDonald</u>	Location No:
Diagram or Plan No: <u>223224</u>	Certificate of Title Vol. No: <u>2592</u>	Folio: <u>827</u>
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: <u>McDonald Rd</u>		Suburb: <u>WOODANILLING</u>
Nearest street intersection: <u>N/A</u>		





<b>PROPOSED DEVELOPMENT</b>	
Nature of development:	<input type="checkbox"/> Works <input type="checkbox"/> Use <input checked="" type="checkbox"/> Works and Use
Is an exemption from development claimed for part of the development?	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No <input type="checkbox"/> Works <input type="checkbox"/> Use
Description of proposed works and/or land use: N/A	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use: 1 Steel framed shed and water tank	
Approximate cost of proposed development: 30,000	
Estimated time of completion: July 2022	

<b>OFFICE USE ONLY</b>	
Acceptance Officer's initials:	Date received:
Local government reference No:	

## GENERAL INFORMATION & CHECKLIST

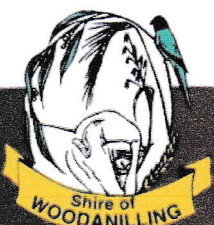
The Shire of Woodanilling Town Planning Scheme No. 1 requires appropriate information to accompany every application for planning approval. This checklist sets out the minimum required information for an application to be considered complete.

All applications should include enough information to enable Shire staff to ensure compliance with TPS1 and Local Planning Policies. Variations to R-Codes will require performance criteria to be addressed.

If the proposal is required to be advertised or notified in accordance with TPS 1, the application will attract an additional fee. You will be advised of this requirement and invoiced in accordance with the Shire's Fees and Charges prior to any advertising taking place.

### ALL APPLICATIONS SHALL BE ACCOMPANIED BY:

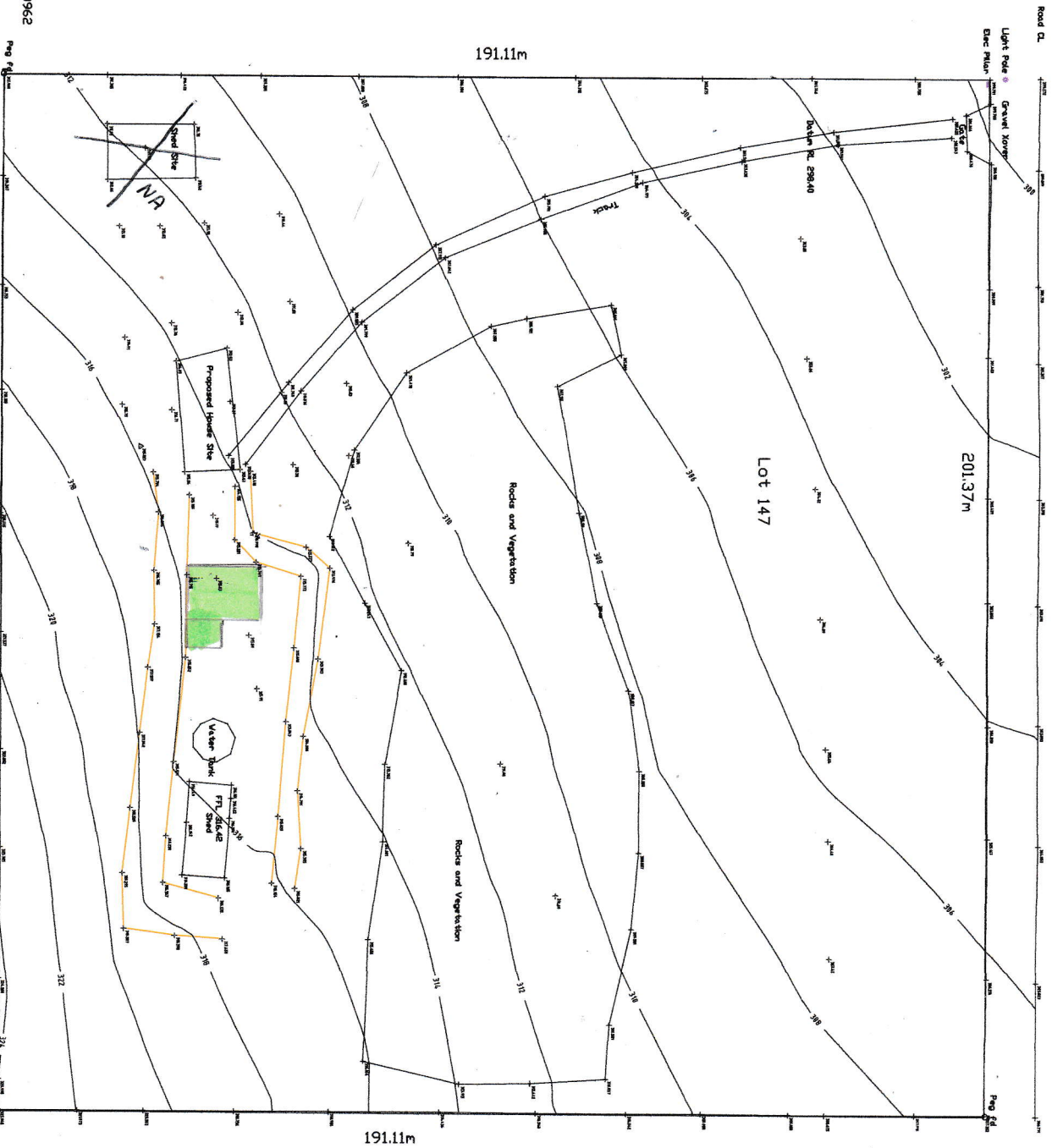
- Application form fully completed and signed by all landowners where applicable.
- Cover letter providing details of proposed development (as described above).
- Planning Fee - due on lodgement – please contact 08 9823 1506 for advice regarding fees payable)
- Copy of current Certificate of Title.



Contour and Feature Survey Lot 147 on DP 223224  
 McDonald Rd, Shire of Woodanilling Client Collette Annice

McDonald Rd

Proposed shed





Att: Jenifer Dowling

147 McDonald Rd, Woodanilling WA 6316

Shayne Annice

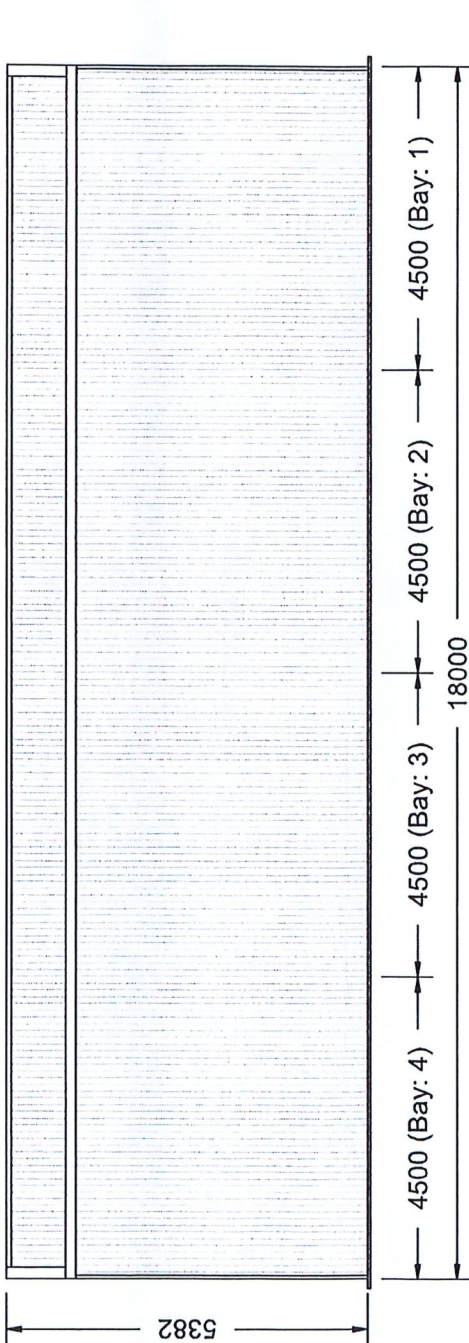
Explanation for another shed on our lifestyle block at Woodanilling.

1. Having just retired and relocated to Woodanilling, I would like to build a new shed.
2. The existing shed on the block is going to be used for storage of caravan and other small items and part of the shed is proposed to be an art studio. My wife is an artist and has longed for a dedicated studio.
3. The existing shed and proposed new shed are instrumental as water catchment. We are in the process of getting a house designed for this block and need all the water catchment available.
4. Proposed new shed – this shed will be for machinery storage and have a secure lock up section. This will store building materials and sundries required to build our house. After that it use, it will house my hobbies.

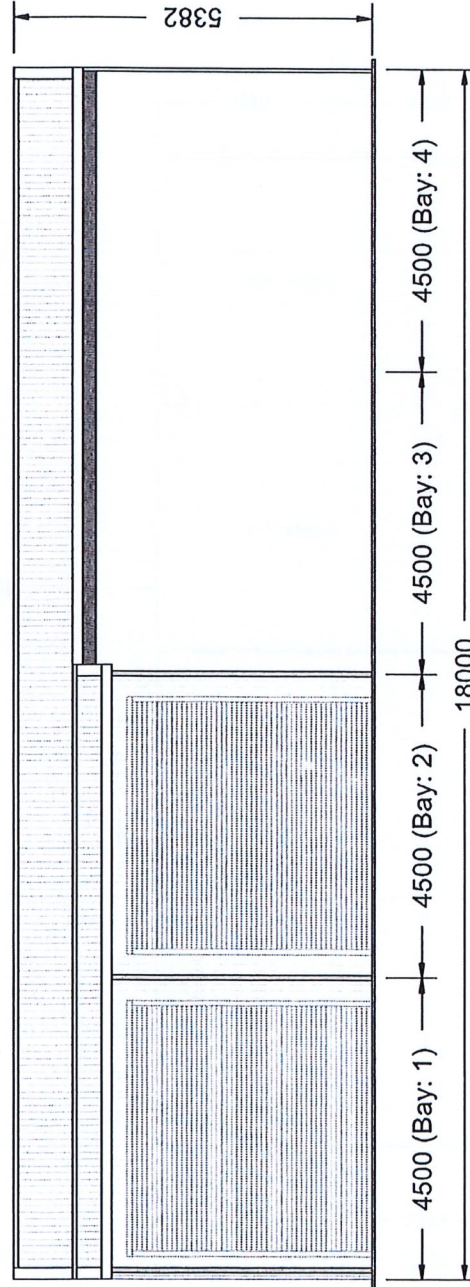
Shayne Annice

27<sup>th</sup> November 2021

George Zuev  
NER 326457  
25 MAY 2021



LEFT ELEVATION



RIGHT ELEVATION

PLANS DRAWN BY

**NOW BUILDINGS**  
P 1300 553 779 F 1300 554 882  
E john@nowbuildings.com.au  
www.nowbuildings.com.au

JOB DETAILS

PROPOSED PROJECT: Annec025282 | 10m x 18m x 4.5m - Enclosed Building

CUSTOMER: Norseman Concrete, Shayne Annice

SITE: 147 McDonald Rd, Woodanilling, WA, 6316

DRAWING DETAILS

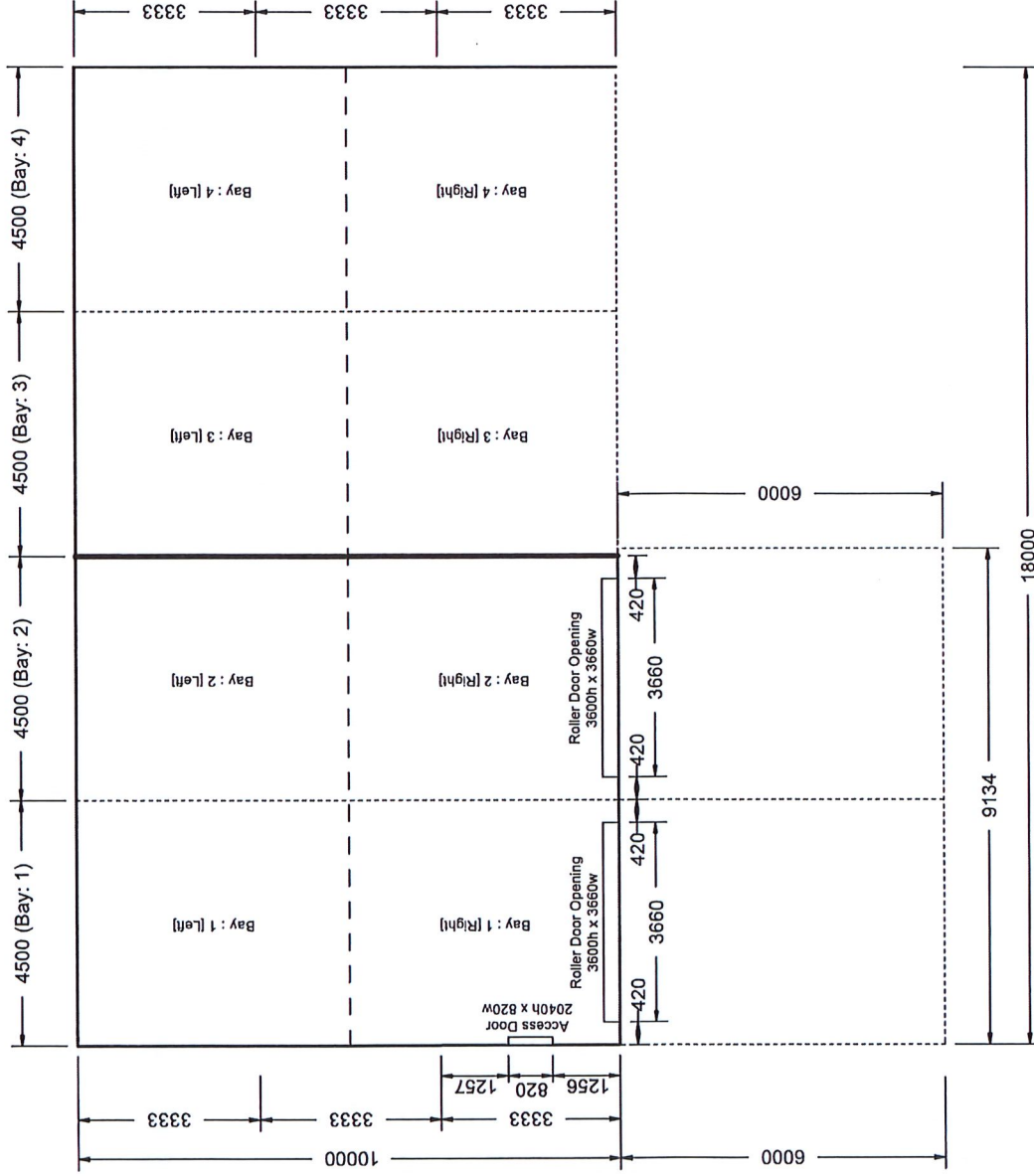
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DRAWING TYPE: Architectural Drawings

DRAWING SCALE: 1:65



George Zuev  
NER 326457  
25 MAY 2021



Plan Elevation

PLANS DRAWN BY

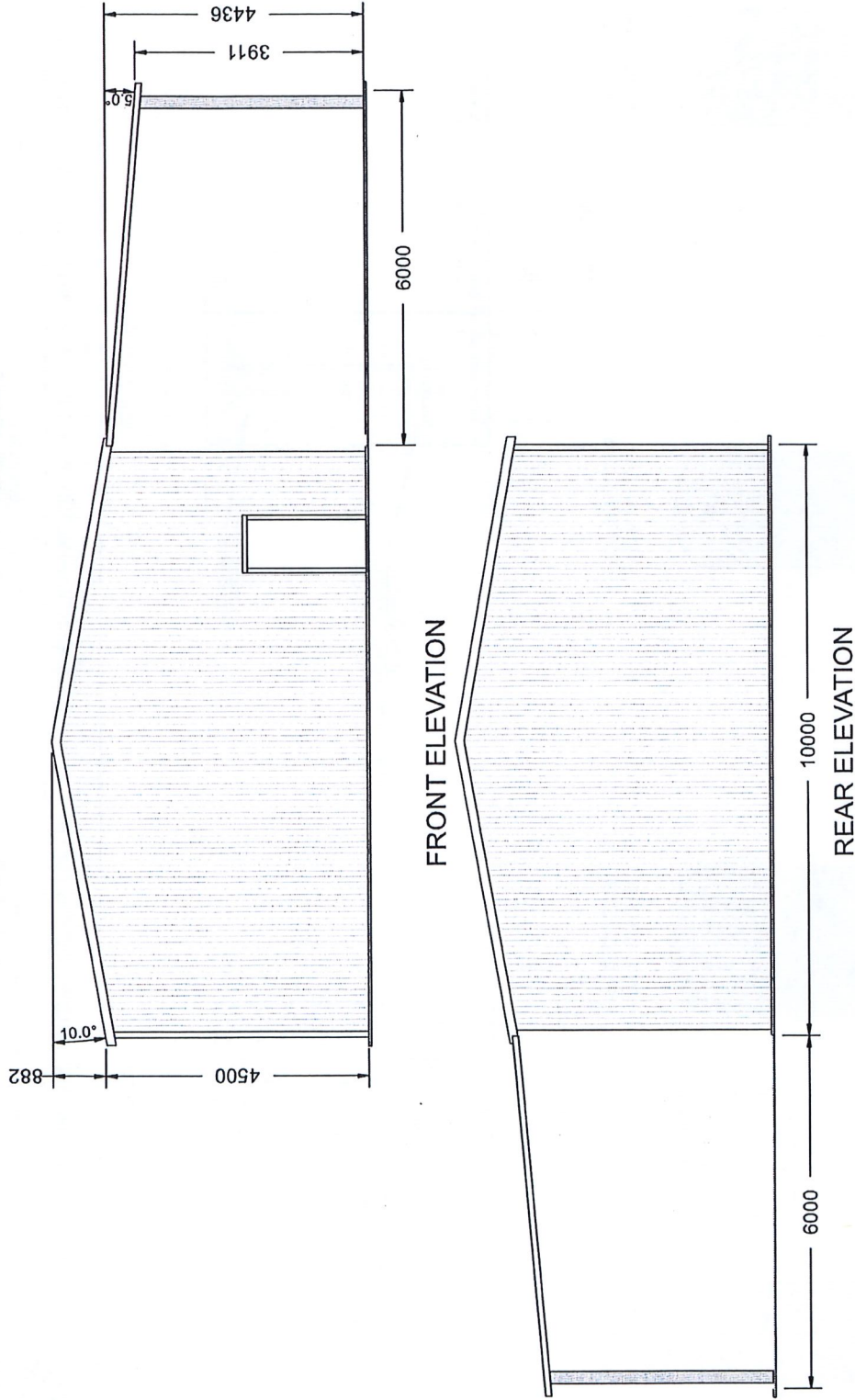
**now BUILDINGS**  
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E john@nowbuildings.com.au  
www.nowbuildings.com.au

JOB DETAILS

PROPOSED PROJECT: Annico025282 | 10m x 18m x 4.5m - Enclosed Building  
CUSTOMER: Norseman Concrete, Shayne Amice  
SITE: 147 McDonald Rd, Woodanilling, WA, 6316

DRAWING DETAILS

DRAWING NO.: AP25282  
DRAWING TYPE: Architectural Drawings  
DRAWING SCALE: 1:78



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NER 326457  
25 MAY 2021

# DRAWING DETAILS

DRAWING NO.: AP25282  
DRAWING TYPE: Architectural Drawings  
DRAWING SCALE: 1:73

## JOB DETAILS

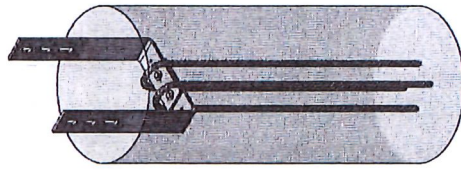
PROPOSED PROJECT: Amico25282 | 10m x 18m x 4.5m - Enclosed Building  
CUSTOMER: Norseman Concrete, Shayne Annice  
SITE: 147 McDonald Rd, Woodanilling, WA, 6316

## PLANS DRAWN BY

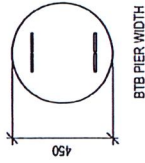
**///NOW BUILDINGS**  
P 1300 553 779 F 1300 554 882  
E john@nowbuildings.com.au  
www.nowbuildings.com.au



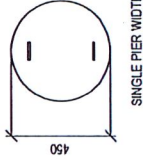
# TYPICAL PIER AND SLAB CONNECTION DETAILS



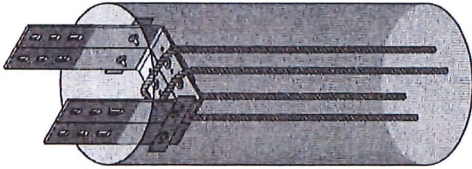
FOOTING BRACKET  
FOR SINGLE COLUMN



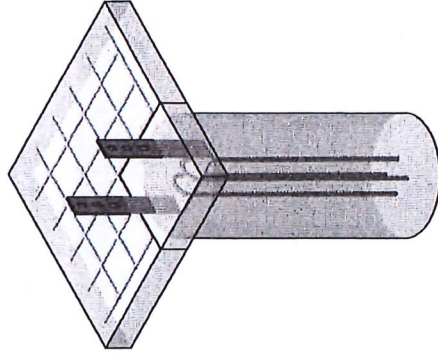
BTB PIER WIDTH



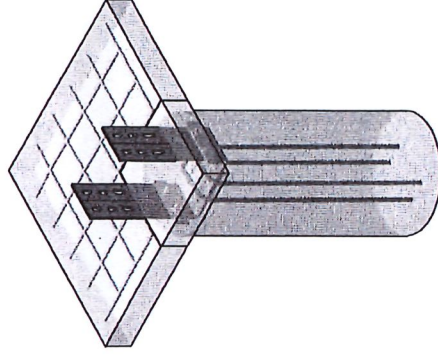
SINGLE PIER WIDTH



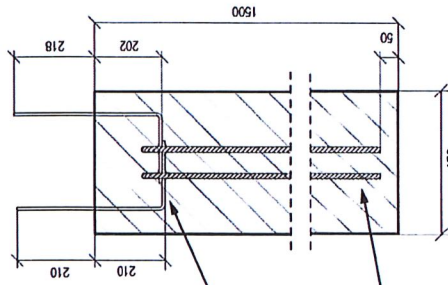
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FOR BTB COLUMN



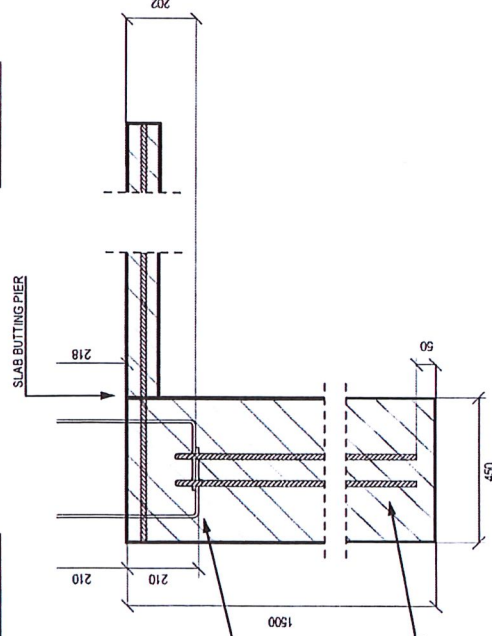
FOOTING BRACKET  
FOR SINGLE COLUMN



FOOTING BRACKET  
FOR BTB COLUMN



PIERS ONLY



PIERS WITH SLAB

2/ 6MM UNIVERSAL L FOOTING BRACKET G350 HOT DIPPED GALV  
6/ M16 X 45MM G 8.8 ASSEMBLED PURLIN BOLT (TO FOOTING BRACKET/COLUMN)  
20M8 X 30MM G 4.6 HDG BOLTS (IN CONCRETE BRACKET CONNECTION)

- S OR M SITES ONLY  
- CONCRETE MPA STRENGTH AS PER AS3600

George Zuev  
NER 326457  
25 MAY 2021



ESTABLISHED BUILDING  
DESIGNS

ESTABLISHED BUILDING DESIGNS PTY LTD

PROPOSED PROJECT

Annicie, Shayne  
NORSEMAN CONCRETE  
1-47 McDONALD RD  
WOODANILLING WA 6316

DESCRIPTION

DETAILED CONNECTIONS DETAIL

PO Box 303 Fitzroy Vic 3065 P: 1300 660 554 F: 1800 554 882

www.establishedbuildingdesigns.com.au

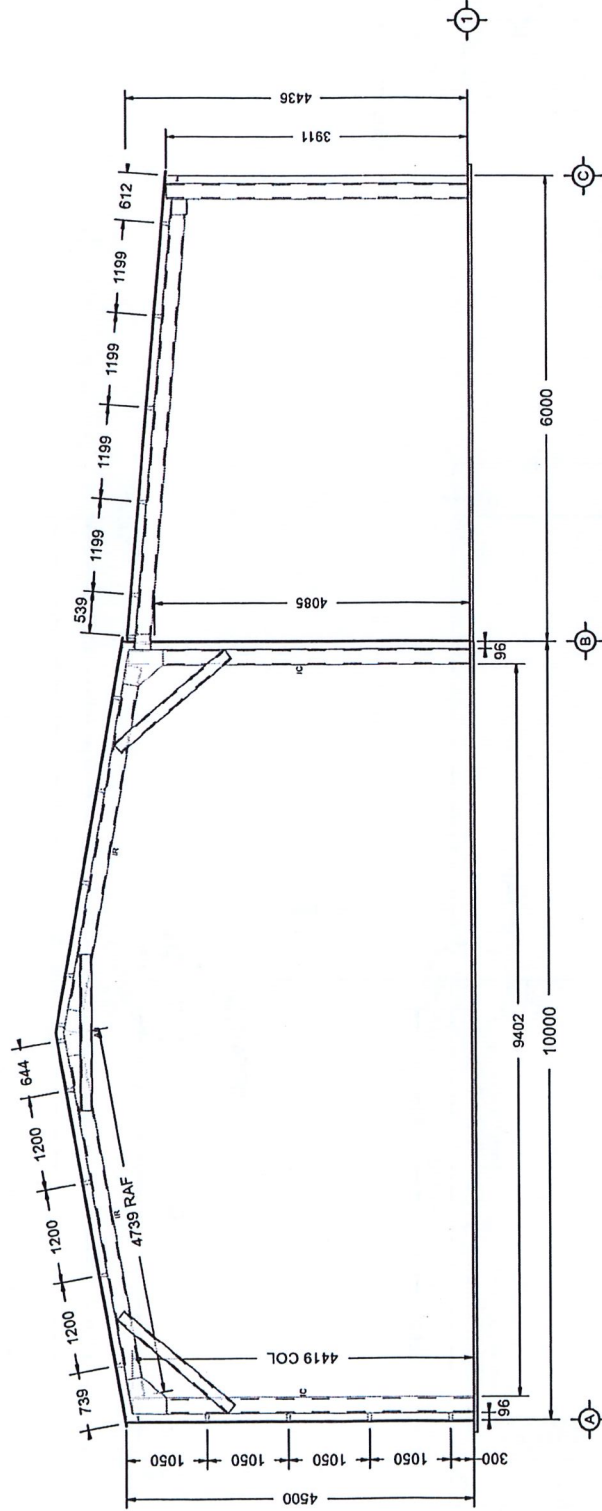
TECHNIBUILD CONSULTING  
STRUCTURAL AND CIVIL ENGINEERS

High Springs Development Pty Ltd  
ABN 93 074 651 899  
60 Princes Highway, Cobargo NSW 2550  
Telephone & Fax (02) 6 936 061  
Mobile (0419) 938 301

Issue: B	DESIGN: E.B.D	DRAWN BY: N.J.Y
SCALE: N.T.S	SIZE: A3	DATE: 24/05/2021
REGION: A	REGIONAL WIND SPEED V1500: 45 M/S	TERRAIN CAT: 2
DRAWING NO.	10W46H45BTC2R45AANNIC025282-06	

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George Zuev  
NER 326457  
25 MAY 2021



## INTERMEDIATE ELEVATION

PLANS DRAWN BY

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www.nowbuildings.com.au

JOB DETAILS

PROPOSED PROJECT: Annic025282 | 10m x 18m x 4.5m - Enclosed Building

CUSTOMER: Norseman Concrete, Shayne Annice

SITE: 147 McDonald Rd, Woodanilling, WA, 6316

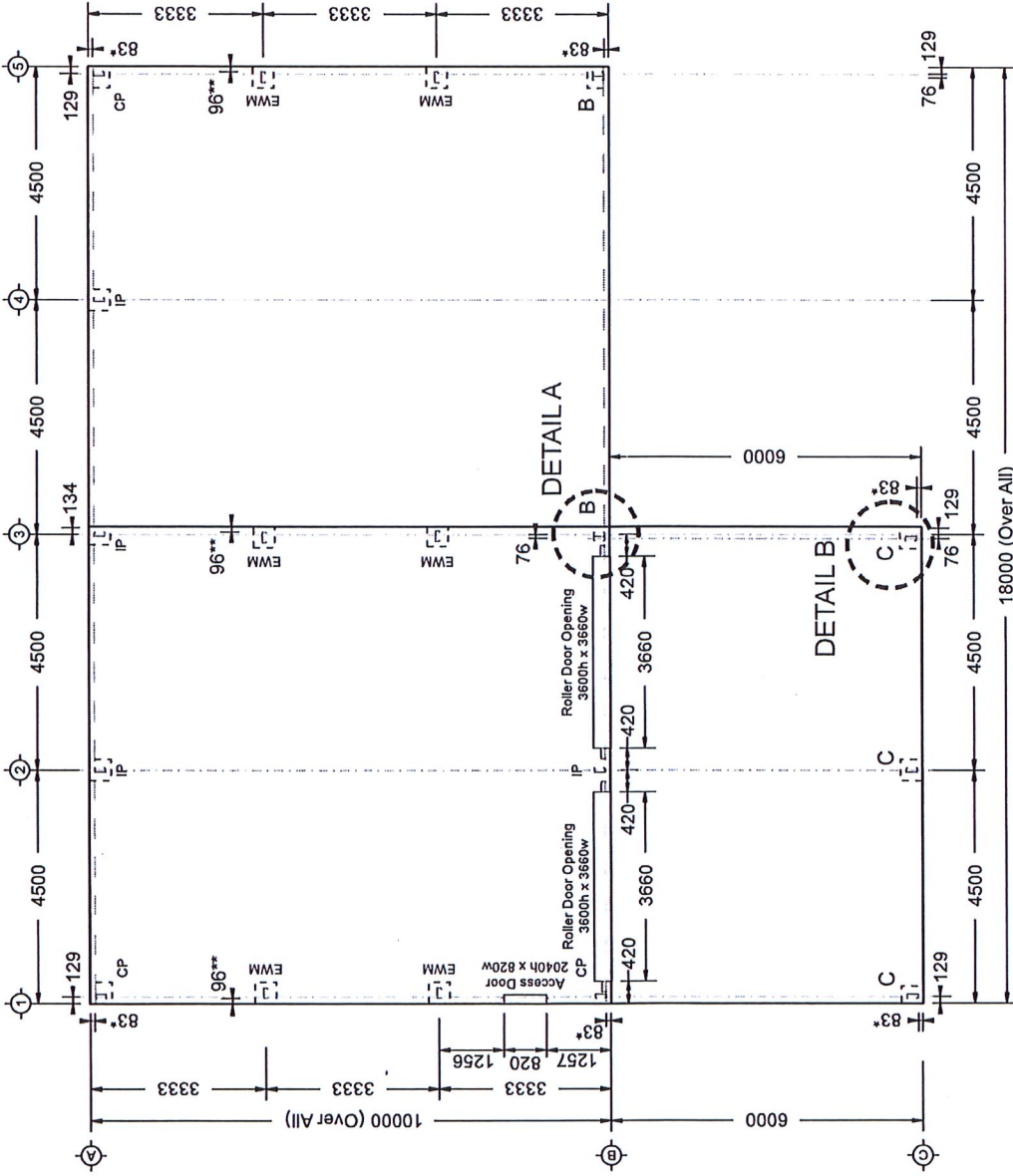
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DRAWING TYPE: Engineering Drawing

DRAWING SCALE: 1:51

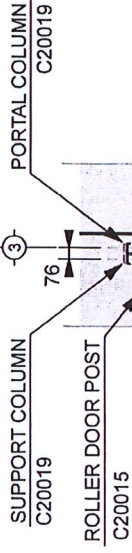




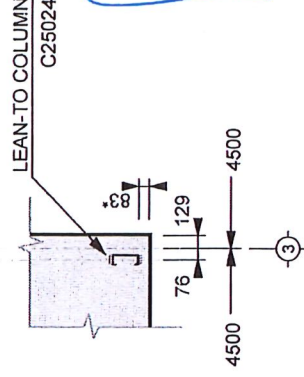
FLOOR PLAN

\*Outside of footing bracket to outside of slab.  
 \*\*From mullion flange face to sheeting.

DETAIL A



DETAIL B



<b>C</b>	Col Size C25024 Pair Size Ø 450 X 1500
<b>B</b>	Col Size 2C20019 Pair Size Ø 450 X 1500
<b>CP</b>	Col Size C20019 Pair Size Ø 450 X 1500
<b>IP</b>	Col Size C20019 Pair Size Ø 450 X 1500

PLANS DRAWN BY

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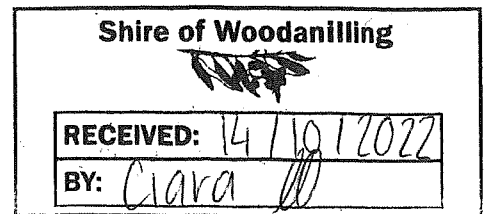
JOB DETAILS

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 SITE: 147 McDonald Rd, Woodanilling, WA, 6316

DRAWING DETAILS

DRAWING NO.: AP25282  
 DRAWING TYPE: Engineering Drawing  
 DRAWING SCALE: 1:100

George Zuev  
 NER 326457  
 25 MAY 2021



SLR & CC Annice

PO Box 55

Woodanilling WA 6316

Shire of Woodanilling

Woodanilling WA 6316

13<sup>th</sup> October 2022

Attention CEO Shire of Woodanilling

**RE: Lot 147 McDonald Rd, Woodanilling WA 6316**

We wish to apply for a permit to live on our freehold block during the construction of our house.

To this end, by camping on the block we can facilitate the necessary earthworks and keep our assets secure on this block.

Attached is an email to show proof that TR Homes have been engaged (contract signed), to provide our new home.

On the question of water management, we have a portable chemical toilet. The local controlled waste man from Katanning empties this when required.

Grey water: is put in to a septic tank and leach drain system that was previously on site. This is a temporary measure until the house is constructed.

Duration 12 months: due to covid, all parts of the construction industry have been affected. This has caused big delays across the board. I don't know how long it will take to get a house but the process is well underway.

Only 2 people will reside at the location.

Regards

Shayne and Colette Annice

147 McDonald Rd, Woodanilling WA 6316.



**SHIRE OF WOODANILLING  
STATEMENT OF PAYMENTS  
FOR THE PERIOD 30 SEPTEMBER 2022**

Transaction ID	Date	Name	Description	Amount
<b>Municipal Account</b>				
<b>EFT Payments</b>				
EFT6311	09/09/2022	The Woodanilling Tavern	Refreshments for Council Meeting and Annual Electors Meeting- 23/8/2022	-85.99
EFT6312	09/09/2022	Geoff John Williamson T/A Katanning Districts Carpet Care	Covid Cleaning of Pavilion after funeral- 28/8/2022	-1026.00
EFT6313	09/09/2022	Louise Higham	6 x From Woodanilling to War Books	-300.00
EFT6314	09/09/2022	Local Government Works Association WA Inc	LGWA Works & Parks Conference August 2022 and Annual Membership- Works Coordinator	-1062.50
EFT6315	09/09/2022	Australia's South West Incorporated	Annual Subscription 22/23 to Great Southern Treasures as per MOU	-7700.00
EFT6316	09/09/2022	ATO	JUNE 22 BAS	-28793.00
EFT6317	09/09/2022	Synergy	Shire Office, Town Hall and Council Chambers Usage and Consumption 18/6/2022 to 16/8/2022	-4198.51
EFT6318	09/09/2022	Great Southern Waste Disposal	Removal of Household Rubbish and Recycling 7th &	-6068.04
EFT6319	09/09/2022	Staff Christmas Club	Payroll deductions	-454.00
EFT6320	16/09/2022	IPEC PTY LTD	Freight on State Library Boxes	-32.85
EFT6321	16/09/2022	Geoff John Williamson T/A Katanning Districts Carpet Care	Weekly Cleaning Pavilion 31/8/2022 Shire Office 4/9/2022	-315.00
EFT6322	16/09/2022	The Wagin District Farmers Co-operative	Refreshments for August 2022 Ordinary Council Meeting	-120.78
EFT6323	16/09/2022	Willingvale	Bond Refund- Town Hall \$220.00 Pavilion-\$400.00. Funeral on 26/8/2022 of PH Wilhelm	-620.00
EFT6324	16/09/2022	BGL Solutions	Sweeping, Tractor with Peruzzo- Mow Oval at 15mm August 2022	-462.00
EFT6325	16/09/2022	Great Southern Fuel Supplies	Bulk- Fuel Diesel 3900litres @ \$1.8377 per litre	-8490.36
EFT6326	16/09/2022	Initial	Annual Service Charges - 1/9/2022 to 31/8/2023	-3039.93
EFT6327	16/09/2022	LGISWA	LGIS Workers Compensation- Endorsement- 30/6/2021-30/6/2022	-265.74
EFT6328	16/09/2022	Great Southern Toyota	Vehicle Service 150,000KM- WO 00	-690.32
EFT6329	16/09/2022	DFES	2022/2023 ESLB 1st Quarter Contribution	-10490.40
EFT6330	16/09/2022	Albany Best Office Systems	Photocopier Count- 20/7/2022 to 20/8/2022	-577.28
EFT6331	16/09/2022	Staff Christmas Club	Payroll deductions	-227.00
EFT6332	16/09/2022	Advertiser Print	Printing of 100 Additional Fire Break Notices- 2022/2023	-131.00
EFT6333	21/09/2022	The Woodanilling Tavern	Accommodation & Meals for EHO 7-9 August 2022	-233.00
EFT6334	21/09/2022	Dallywater Consulting	EHO Services- 1/7/2022 to 20/8/2022 Onsite Hours- 17.25hours, Travel hours- 7hours (672km)	-6242.83
EFT6335	21/09/2022	Office of the Auditor General	Fee for the Attest Audit for the year ending 30/06/2021	-32560.00
EFT6336	21/09/2022	Geoff John Williamson T/A Katanning Districts Carpet Care	Weekly Cleaning Pavilion -7/9/2022 Shire Office- 11/9/2022	-630.00
EFT6337	21/09/2022	APPS Plumbing and Gas Wagin	Repairs and Re-test Boyerine & Town Standpipe, Clear blocked RV Dump point at Rec Centre	-2361.70
EFT6338	21/09/2022	MANDY WYNNE	Management Reports- draft and compile Roads & Costing and Annual Road Expenditure Report 21/22	-1518.00
EFT6339	21/09/2022	Louise Schubert	Bond Refund- Memorial Service for P Mader	-400.00
EFT6340	21/09/2022	Synergy	Streetlights -25/7/2022 to 24/8/2022	-1020.62
EFT6341	21/09/2022	Woodanilling Store	Groceries, Fuel and Newspaper- June to August 2022	-285.70
EFT6342	21/09/2022	Station Motors (1974) Pty Ltd	90,000km vehicle service- WO 011	-492.32
EFT6343	21/09/2022	PCS	FO access to Payroll- Synergy Backup- CEO Adobe activated as not working in server	-382.50
EFT6344	21/09/2022	Great Southern Toyota	220,000km vehicle service- WO 0	-581.43
EFT6345	21/09/2022	Great Southern Waste Disposal	Rubbish Collection- 28/7/2022 to 25/8/2022, Recycle Collection- 4th & 18th August 2022	-3454.00

**SHIRE OF WOODANILLING**  
**STATEMENT OF PAYMENTS**  
**FOR THE PERIOD 30 SEPTEMBER 2022**

EFT6346	21/09/2022	Staff Christmas Club	Payroll deductions	-227.00
EFT6347	21/09/2022	Officeworks	5 drawer desktop file- Shire Office (DOT)	-62.83
<b>EFT Total Payments</b>				<b>-125,602.63</b>
<b>Cheque Payments</b>				
15363	09/09/2022	Department of Transport	Special Series Plate- 35WO Morgan Doak	-200.00
15365	21/09/2022	Petty Cash Recoup	Petty Cash Reimbursement- July to September 2022	-238.90
15366	21/09/2022	Department of Transport	Special Series Plate- 36WO Emmerson Smith	-400.00
<b>Total Cheque Payments</b>				<b>-838.90</b>
<b>Direct Debit Payments</b>				
DD4382.1	01/09/2022	Water Corporation	Unit 1/3 Cardigan- Salmon Gums- Water Charges 1/7/2022 to 31/8/2022	-1041.71
DD4382.2	08/09/2022	Water Corporation	Rec Centre Water Usage and Charges 13/6/2022 to 31/8/2022	-352.68
DD4382.3	12/09/2022	Water Corporation	Standpipe- Burt Road Water Usage and Charges 17/6/2022 to 31/8/2022	-3235.10
DD4382.4	06/09/2022	Water Corporation	Mens Shed- Water Usage and Charges 13/6/2022 to 31/8/2022	-73.68
DD4386.1	13/09/2022	Telstra	Telstra Mobile Distribution- 25 Aug to 24 Sep 2022	-168.58
DD4413.1	07/09/2022	Aware Super	Payroll deductions	-1174.13
DD4413.2	07/09/2022	Australian Superannuation	Superannuation contributions	-255.87
DD4413.3	07/09/2022	QSuper - Payclear	Superannuation contributions	-206.04
DD4413.4	07/09/2022	Hesta	Payroll deductions	-451.28
DD4413.5	07/09/2022	Colonial Select Personnel Super	Superannuation contributions	-132.53
DD4413.6	07/09/2022	REST	Superannuation contributions	-206.67
DD4413.7	07/09/2022	OnePath Custodians	Superannuation contributions	-106.55
DD4414.1	04/09/2022	NAB - Credit Card- SEE NOTES	Credit Card Fee- August 2022	-720.78
DD4422.1	14/09/2022	Aware Super	Payroll deductions	-1150.73
DD4422.2	14/09/2022	Australian Superannuation	Superannuation contributions	-255.87
DD4422.3	14/09/2022	QSuper - Payclear	Superannuation contributions	-206.04
DD4422.4	14/09/2022	Hesta	Payroll deductions	-451.28
DD4422.5	14/09/2022	Colonial Select Personnel Super	Superannuation contributions	-132.53
DD4422.6	14/09/2022	REST	Superannuation contributions	-225.95
DD4422.7	14/09/2022	OnePath Custodians	Superannuation contributions	-98.26
DD4434.1	15/09/2022	3E Advantage Pty Limited	Photocopier Rental- September 2022	-165.00
DD4437.1	23/09/2022	ClickSuper	Facility & Transaction Fee- August 2022	-18.92
DD4437.2	20/09/2022	SkyMesh	Internet Contract- 20/9/2022 to 19/10/2022	-125.00
DD4439.1	21/09/2022	Aware Super	Payroll deductions	-1124.94
DD4439.2	21/09/2022	Australian Superannuation	Superannuation contributions	-255.87
DD4439.3	21/09/2022	QSuper - Payclear	Superannuation contributions	-206.04
DD4439.4	21/09/2022	Hesta	Payroll deductions	-451.28
DD4439.5	21/09/2022	Colonial Select Personnel Super	Superannuation contributions	-122.66
DD4439.6	21/09/2022	REST	Superannuation contributions	-214.38
DD4439.7	21/09/2022	OnePath Custodians	Superannuation contributions	-145.03
DD4449.1	28/09/2022	Aware Super	Payroll deductions	-1126.46
DD4449.2	28/09/2022	Australian Superannuation	Superannuation contributions	-263.33
DD4449.3	28/09/2022	QSuper - Payclear	Superannuation contributions	-206.04
DD4449.4	28/09/2022	Hesta	Payroll deductions	-451.28
DD4449.5	28/09/2022	Colonial Select Personnel Super	Superannuation contributions	-112.79
DD4449.6	28/09/2022	REST	Superannuation contributions	-188.04
DD4449.7	28/09/2022	OnePath Custodians	Superannuation contributions	-139.70
DD4469.1	23/09/2022	Viva Energy Australia Pty Ltd	WO 0- Monthly Admin Charge for Shell Fuel Card- August 2022	-2.50
<b>Total Direct Debit Payments</b>				<b>-15,965.52</b>
<b>Municipal Account List of Payments Total</b>				<b>-126,441.53</b>



**SHIRE OF WOODANILLING  
STATEMENT OF PAYMENTS  
FOR THE PERIOD 30 SEPTEMBER 2022**

<b>Credit Card Details</b>	<b>Description</b>	
05/08/2022 Abode Acropro	Abode Pro Subscription- 31/8/2022 to 29/9/2022	149.95
05/08/2022 VistaPrint	Self Inking Stamps for FO	127.94
08/08/2022 Joondalup City Hotel	Accommodation for Works Coordinor- Conference- Aug 2022	213.15
08/08/2022 All Stamps	Self Inking Stamps for FO & Accountant	113.75
15/08/2022 Zoom- Electronic Meetings	Monthly Fee- 14/9/2022 to 13/10/2022	20.99
15/08/2022 Message Media- SMS Bushfire Messaging	Messaging and Monthly Access Fee	42.90
24/08/2022 Kims Bakery	Refreshments for Council Meeting- Aug 2022	43.10
28/08/2022 Credit Card Fee	Credit Card Fee	9.00
	<b>GRAND TOTAL</b>	<b>720.78</b>

**SHIRE OF WOODANILLING**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the period ending 31 August 2022**

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

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
<strong>GOVERNANCE</strong> Members of Council Administration	Members of Council, civic reception, functions, public relations, electoral requirements and administration.
<strong>GENERAL PURPOSE FUNDING</strong> Rates General Purpose Revenue	Rates, General Purpose Government Grants, Interest on Investments.
<strong>LAW, ORDER, PUBLIC SAFETY</strong> Fire Prevention Animal Control Other	Supervision of various by-laws, fire prevention and animal control.
<strong>HEALTH</strong> Preventative Services Community Health Other	Food Control, meat inspection, water testing and health inspection services.
<strong>EDUCATION AND WELFARE</strong> Disability Access & Inclusion Care of Senior Citizens	Well aged housing and services for youth and aged.
<strong>HOUSING</strong> Staff Housing	Provision and maintenance of staff housing.
<strong>COMMUNITY AMENITIES</strong> Sanitation Stormwater Drainage Town Planning Protection of Environment Other	Refuse site, cemetery and public conveniences.
<strong>RECREATION AND CULTURE</strong> Public Halls Swimming areas Libraries Other	Maintenance of halls, parks, gardens and ovals. Library and heritage.
<strong>TRANSPORT</strong> Road Construction Road Maintenance Road Plant Purchases Transport Licensing Agency	Road construction and maintenance, footpaths and traffic signs.
<strong>ECONOMIC SERVICES</strong> Rural Services Tourism Building Control Other	Area promotion, pest control and building control.
<strong>OTHER PROPERTY AND SERVICES</strong> 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 BY PROGRAM**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var.
		\$	\$	\$	\$	
<b>Opening funding surplus / (deficit)</b>	1(c)	790,605	790,605	<b>800,594</b>	9,989	
<b>Revenue from operating activities</b>						
Governance		29,050	7,263	<b>34</b>	(7,229)	
General purpose funding - general rates	6	884,082	221,021	<b>915,530</b>	694,510	▲
General purpose funding - other		607,051	151,763	<b>71,724</b>	(80,039)	▼
Law, order and public safety		37,541	9,385	<b>23,748</b>	14,363	▲
Health		900	225	<b>0</b>	(225)	
Education and welfare		66,139	16,535	<b>48,679</b>	32,144	▲
Housing		27,480	6,870	<b>7,526</b>	656	
Community amenities		27,000	6,750	<b>40,724</b>	33,974	▲
Recreation and culture		4,100	1,025	<b>2,403</b>	1,378	
Transport		209,916	52,479	<b>121,760</b>	69,281	▲
Economic services		34,150	8,538	<b>4,647</b>	(3,891)	
Other property and services		45,250	11,313	<b>2,018</b>	(9,295)	
		<b>1,972,659</b>	<b>493,165</b>	<b>1,238,793</b>	745,628	
<b>Expenditure from operating activities</b>						
Governance		(287,008)	(71,752)	<b>(72,313)</b>	(561)	
General purpose funding		(26,439)	(6,610)	<b>(6,154)</b>	456	
Law, order and public safety		(151,166)	(37,792)	<b>(23,334)</b>	14,458	▲
Health		(102,930)	(25,733)	<b>(18,830)</b>	6,903	
Education and welfare		(80,876)	(20,219)	<b>(5,057)</b>	15,162	▲
Housing		(55,811)	(13,953)	<b>(7,749)</b>	6,204	
Community amenities		(234,950)	(58,738)	<b>(39,736)</b>	19,002	▲
Recreation and culture		(277,557)	(69,389)	<b>(42,713)</b>	26,676	▲
Transport		(1,603,263)	(400,816)	<b>(306,601)</b>	94,215	▲
Economic services		(162,663)	(40,666)	<b>(19,536)</b>	21,130	▲
Other property and services		(13,166)	(3,292)	<b>(7,303)</b>	(4,012)	
		<b>(2,995,829)</b>	<b>(748,957)</b>	<b>(549,326)</b>	199,631	
Non-cash amounts excluded from operating activities	1(a)	767,875	116,022	<b>0</b>	(116,022)	▼
<b>Amount attributable to operating activities</b>		<b>(255,295)</b>	<b>(139,771)</b>	<b>689,467</b>	829,238	
<b>Investing Activities</b>						
Proceeds from non-operating grants, subsidies and contributions	11	899,695	224,924	<b>0</b>	(224,924)	▼
Proceeds from disposal of assets	7	143,500	35,875	<b>0</b>	(35,875)	▼
Payments for property, plant and equipment and infrastructure	7	(1,741,245)	(435,311)	<b>(65,960)</b>	369,351	▲
<b>Amount attributable to investing activities</b>		<b>(698,050)</b>	<b>(174,513)</b>	<b>(65,960)</b>	108,553	
<b>Financing Activities</b>						
Transfer from reserves	8	461,000	115,250	<b>0</b>	(115,250)	▼
Transfer to reserves	8	(300,860)	(75,215)	<b>(922)</b>	74,293	▲
<b>Amount attributable to financing activities</b>		<b>160,140</b>	<b>40,035</b>	<b>(922)</b>	(40,957)	
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>516,357</b>	<b>1,423,179</b>		

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note threshold. Refer to Note 13 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2022-23 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 SEPTEMBER 2022**

**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.

**NATURE OR TYPE DESCRIPTIONS**

**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 BY NATURE & TYPE  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
<b>Opening funding surplus / (deficit)</b>	1(c)	790,605	790,605	800,594
<b>Revenue from operating activities</b>				
Rates	6	884,082	221,021	915,530
Operating grants, subsidies and contributions	10	761,123	190,281	192,976
Fees and charges		178,994	44,749	105,031
Interest earnings		4,010	1,003	1,702
Other revenue		950	238	23,554
Profit on disposal of assets	7	143,500	35,875	0
		<b>1,972,659</b>	<b>493,165</b>	<b>1,238,793</b>
<b>Expenditure from operating activities</b>				
Employee costs		(1,061,377)	(265,344)	(285,054)
Materials and contracts		(751,481)	(187,870)	(134,114)
Utility charges		(86,839)	(21,710)	(12,298)
Depreciation on non-current assets		(907,075)	(226,769)	0
Insurance expenses		(109,258)	(27,315)	(54,866)
Other expenditure		(79,799)	(19,950)	(62,994)
		<b>(2,995,829)</b>	<b>(748,957)</b>	<b>(549,326)</b>
<b>Non-cash amounts excluded from operating activities</b>				
	1(a)	767,875	116,022	0
<b>Amount attributable to operating activities</b>		<b>(255,295)</b>	<b>(139,771)</b>	<b>689,467</b>
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	11	899,695	224,924	0
Proceeds from disposal of assets	7	143,500	35,875	0
Payments for property, plant and equipment and infrastructure	7	(1,741,245)	(435,311)	(65,960)
<b>Amount attributable to investing activities</b>		<b>(698,050)</b>	<b>(174,513)</b>	<b>(65,960)</b>
<b>Financing Activities</b>				
Transfer from reserves	8	461,000	115,250	0
Transfer to reserves	8	(300,860)	(75,215)	(922)
<b>Amount attributable to financing activities</b>		<b>160,140</b>	<b>40,035</b>	<b>(922)</b>
<b>Closing funding surplus / (deficit)</b>	1(c)	<b>0</b>	<b>516,357</b>	<b>1,423,179</b>

**KEY INFORMATION**

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 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 13 October 2022

## **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 appears at Note 12 to these financial statements.

### **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)
<b>Non-cash items excluded from operating activities</b>		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	7	(143,500)	(35,874)	0
Movement in employee benefit provisions (non-current)		4,300	717	0
Add: Depreciation on assets		907,075	151,179	0
<b>Total non-cash items excluded from operating activities</b>		<b>767,875</b>	<b>116,022</b>	<b>0</b>

(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 2022	This Time Last Year 30 September 2021	Year to Date 30 September 2022
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash	8	(869,085)	(848,933)	(870,007)
<b>Total adjustments to net current assets</b>		<b>(869,085)</b>	<b>(848,933)</b>	<b>(870,007)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	1,865,194	1,195,545	2,032,776
Rates receivables	3	78,323	69,479	886,655
Receivables	3	4,752	22,181	12,487
Other current assets	4	28,371	23,148	28,371
<b>Less: Current liabilities</b>				
Payables	5	(73,029)	(147,394)	(77,682)
Contract liabilities	9	(79,407)	(77,126)	(434,896)
Provisions	9	(154,525)	(131,500)	(154,525)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(869,085)</b>	<b>(848,933)</b>	<b>(870,007)</b>
<b>Closing funding surplus / (deficit)</b>		<b>800,594</b>	<b>105,400</b>	<b>1,423,179</b>

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
		\$	\$	\$	\$			
<b>Cash on hand</b>								
Municipal - Cash at Bank	Cash and cash equivalents	1,162,319	0	1,162,319		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	870,007	870,007		NAB	0.10%	NA
Trust - Cash at Bank	Cash and cash equivalents	0	0	0	39,208	NAB	0.00%	NA
<b>Total</b>		<b>1,162,769</b>	<b>870,007</b>	<b>2,032,776</b>	<b>39,208</b>			
<b>Comprising</b>								
Cash and cash equivalents		1,162,769	870,007	2,032,776	39,208			
		<b>1,162,769</b>	<b>870,007</b>	<b>2,032,776</b>	<b>39,208</b>			

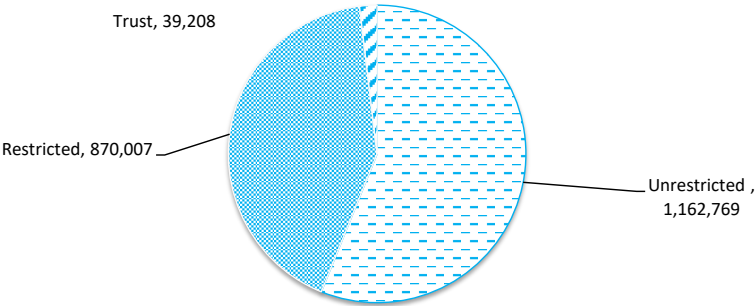
KEY INFORMATION

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 SEPTEMBER 2022

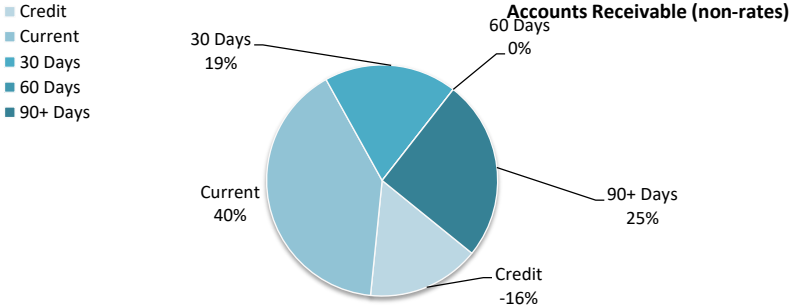
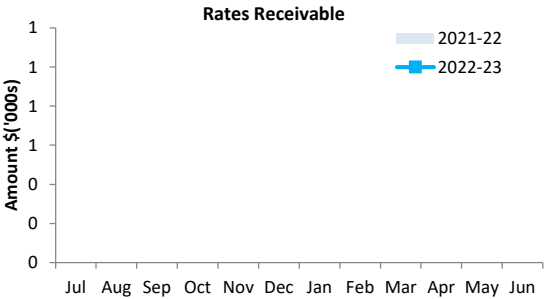
OPERATING ACTIVITIES  
NOTE 3  
RECEIVABLES

Rates receivable	30 Jun 2022	30 Sep 2022
	\$	\$
Opening arrears previous years	62,125	78,323
Levied this year	770,057	915,530
Less - collections to date	(753,859)	(107,198)
Equals current outstanding	78,323	886,655
<b>Net rates collectable</b>	<b>78,323</b>	<b>886,655</b>
% Collected	90.6%	10.8%

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.

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(864)	2,209	1,020	0	1,385	3,750
Percentage	-23%	58.9%	27.2%	0%	36.9%	
<b>Balance per trial balance</b>						
GST receivable						8,737
<b>Total receivables general outstanding</b>						<b>12,487</b>
Amounts shown above include GST (where applicable)						



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 September 2022
<b>Other current assets</b>	\$	\$	\$	\$
<b>Inventory</b>				
Fuel and Materials	28,371	0	0	28,371
<b>Prepayments</b>				
Prepayments	0	0	0	0
<b>Total other current assets</b>	<b>28,371</b>	<b>0</b>	<b>0</b>	<b>28,371</b>

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.

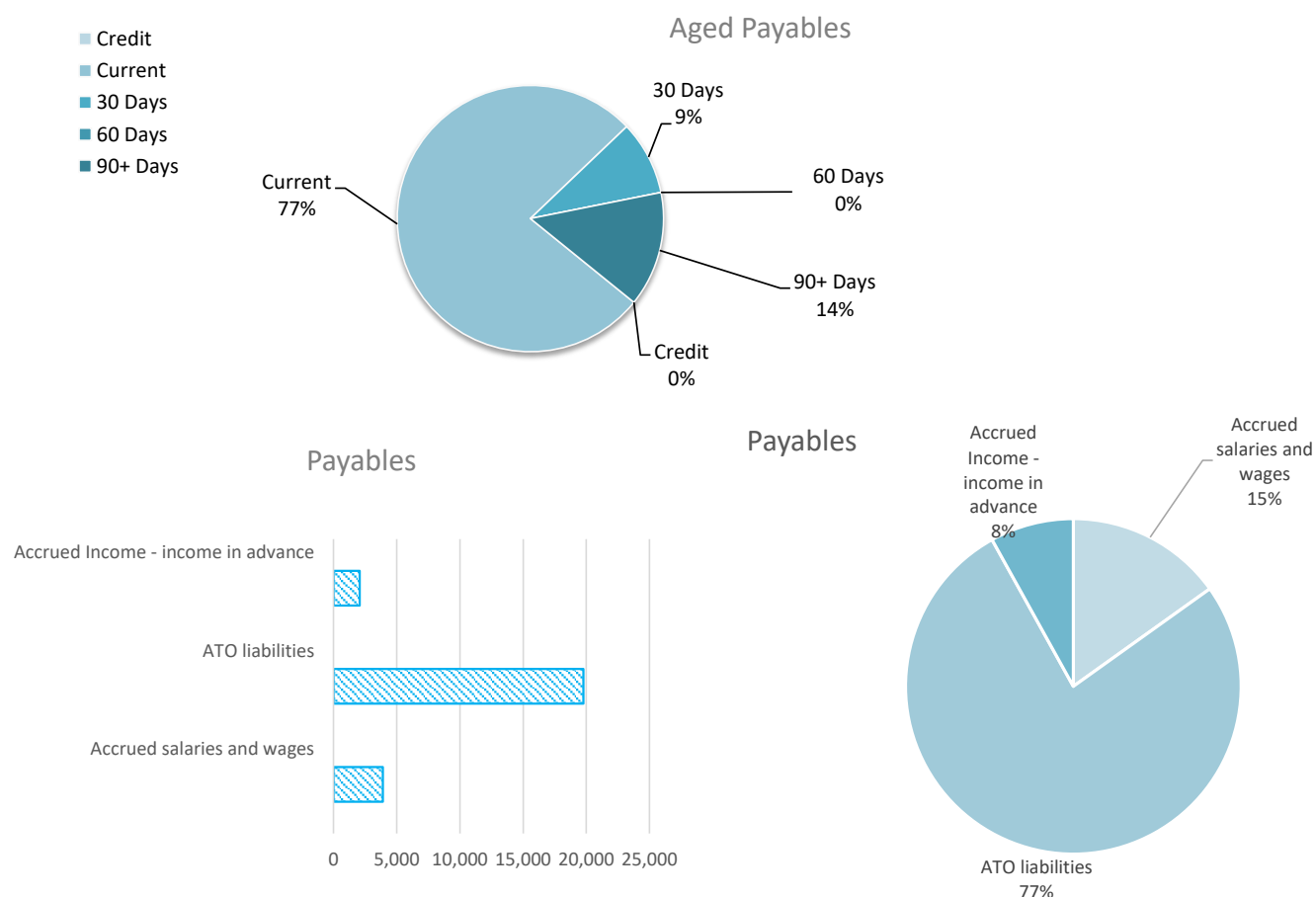


Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	40,022	4,670	0	7,262	51,954
Percentage	0%	77%	9%	0%	14%	
<b>Balance per trial balance</b>						
Accrued salaries and wages						3,890
ATO liabilities						19,766
Accrued Income - income in advance						2,072
<b>Total payables general outstanding</b>						<b>77,682</b>

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.



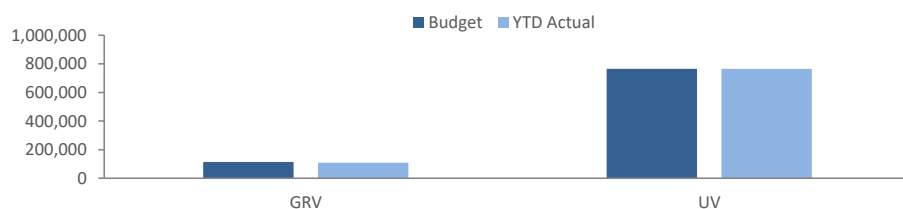
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

OPERATING ACTIVITIES  
NOTE 6  
RATE REVENUE

General rate revenue	Budget					YTD Actual			Total Revenue
	Rate in \$ (cents)	Number of Properties	Rateable Value	Rate Revenue	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
RATE TYPE				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
GRV	0.1279	99	885,828	113,304	113,304	113,306	(5,204)	0	108,102
<b>Unimproved value</b>									
UV	0.0048	190	160,465,000	765,258	765,258	765,418	0	0	765,418
<b>Sub-Total</b>		<b>289</b>	<b>161,350,828</b>	<b>878,562</b>	<b>878,562</b>	<b>878,724</b>	<b>(5,204)</b>	<b>0</b>	<b>873,520</b>
<b>Minimum payment</b>	<b>Minimum \$</b>								
<b>Gross rental value</b>									
GRV	500	66	101,895	33,000	33,000	33,000	0	0	33,000
<b>Unimproved value</b>									
UV	500	33	1,613,556	16,500	16,500	16,500	0	0	16,500
<b>Sub-total</b>		<b>99</b>	<b>1,715,451</b>	<b>49,500</b>	<b>49,500</b>	<b>49,500</b>	<b>0</b>	<b>0</b>	<b>49,500</b>
Discount					(42,000)				(7,490)
Concession					(3,000)				0
<b>Amount from general rates</b>					<b>883,062</b>				<b>915,530</b>
Ex-gratia rates					1,916				0
<b>Total general rates</b>					<b>884,082</b>				<b>915,530</b>

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.



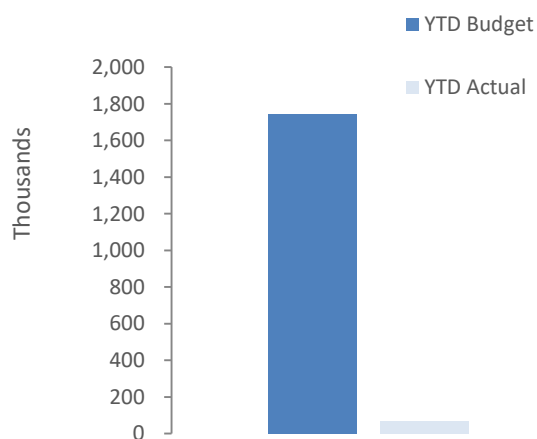
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS**

Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Buildings	117,650	29,413	0	(29,413)
Furniture and equipment	17,400	4,350	0	(4,350)
Plant and equipment	598,500	149,625	0	(149,625)
Infrastructure - roads	755,159	188,790	65,960	(122,830)
Infrastructure - parks, gardens, recreation facilities	59,536	14,884	0	(14,884)
Infrastructure - drainage	143,000	35,750	0	(35,750)
Infrastructure - footpaths	50,000	12,500	0	(12,500)
<b>Payments for Capital Acquisitions</b>	<b>1,741,245</b>	<b>435,311</b>	<b>65,960</b>	<b>(369,351)</b>
Right of use assets	0	0	0	0
<b>Total Capital Acquisitions</b>	<b>1,741,245</b>	<b>435,311</b>	<b>65,960</b>	<b>(369,351)</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	899,695	224,924	0	(224,924)
Other (disposals & C/Fwd)	143,500	35,875	0	(35,875)
Cash backed reserves	0	0	0	0
Plant replacement reserve	455,000	113,750	0	(113,750)
Affordable housing reserve	6,000	1,500	0	(1,500)
Contribution - operations	237,050	59,263	65,960	6,698
<b>Capital funding total</b>	<b>1,741,245</b>	<b>435,311</b>	<b>65,960</b>	<b>(369,351)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

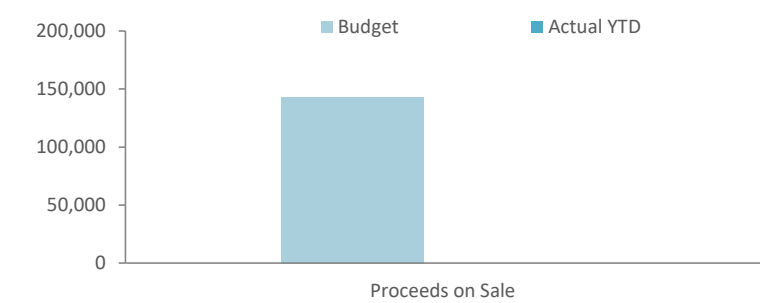
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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.





Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
By Class:									
	Plant and equipment	0	143,500	143,500	0	0	0	0	0
By Program:									
Governance									
	CEO Vehicle	0	28,500	28,500	0	0	0	0	0
Transport									
	Per Plant Replacement Schedule	0	115,000	115,000	0	0	0	0	0
		0	143,500	143,500	0	0	0	0	0

NOTE:  
At the time of report preparation no budget details were available to list possible disposals of assets



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**OPERATING ACTIVITIES**  
**NOTE 8**  
**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	669,023	660	710	250,000	0	(455,000)	0	464,683	669,733
Building reserve	42,092	42	45	25,000	0		0	67,134	42,137
Affordable housing reserve	102,311	102	108		0	(6,000)	0	96,413	102,419
Office equipment reserve	14,031	14	15		0		0	14,045	14,046
Road construction reserve	21,628	22	23		0		0	21,650	21,651
Staff leave Reserve	20,000	20	21	25,000	0		0	45,020	20,021
	<b>869,085</b>	<b>860</b>	<b>922</b>	<b>300,000</b>		<b>(461,000)</b>		<b>708,945</b>	<b>870,007</b>

Other current liabilities	Note	Opening Balance 1 July 2022	Liability Increase	Liability Reduction	Closing Balance 30 September 2022
		\$	\$	\$	\$
<b>Contract liabilities</b>					
Unspent grants, contributions and reimbursements					
- operating	10	0	5,233	0	5,233
- non-operating	11	79,407	350,256	0	429,663
<b>Total unspent grants, contributions and reimbursements</b>		79,407	355,489	0	434,896
<b>Provisions</b>					
Annual leave		84,931	3,261	0	88,192
Long service leave		32,298	34,035	0	66,333
<b>Total Provisions</b>		117,229	37,296	0	154,525
<b>Total other current liabilities</b>		<b>196,636</b>	<b>392,785</b>	<b>0</b>	<b>589,421</b>
Amounts shown above include GST (where applicable)					

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 10 and 11

#### 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 yet to be confirmed for the financial year ended 30 June 2022.**

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 SEPTEMBER 2022

NOTE 10

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2022	Current Liability 30 Sep 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Operating grants and subsidies</b>								
<b>General purpose funding</b>								
Grants Commission - General				0	0	400,000	100,000	50,458
Grants Commission - Roads				0	0	200,000	50,000	18,659
<b>Law, order, public safety</b>								
DFES - Bushfire Brigade	0	5,233	0	5,233	5,233	8,500	2,125	0
ESL Grant				0	0	27,891	6,973	0
<b>Transport</b>								
RRG Direct Funding Grant				0		87,416	21,854	87,416
	0	5,233	0	5,233	5,233	723,807	180,952	156,533
<b>Operating contributions</b>								
<b>Governance</b>								
Reimbursements						1,916	479	0
<b>General purpose funding</b>								
Legal Fees Recovered						200	50	0
<b>Education and welfare</b>								
Income relating to Well Aged Housing						10,000	2,500	33,905
<b>Housing</b>								
Staff Housing Reimbursements						1,700	425	1,062
<b>Other property and services</b>								
Workers Compensation Reimbursements						5,000	1,250	0
Diesel Fuel Rebates						18,500	4,625	1,475
	0	0	0	0	0	37,316	9,329	36,442
<b>TOTALS</b>	0	5,233	0	5,233	5,233	761,123	190,281	192,976



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022

Provider	Unspent non operating grants, subsidies and contributions liability				
	Liability 1 July 2022	Increase in Liability	Liability Reduction (As revenue)	Liability 30 Sep 2022	Current Liability 30 Sep 2022
	\$	\$	\$	\$	\$
<b>Non-operating grants and subsidies</b>					
<b>General purpose funding</b>					
Local Roads and Community Infrastructure Phase 3		350,256		350,256	350,256
<b>Law, order, public safety</b>					
Grant - Water Tanks	0	0	0	0	0
<b>Community amenities</b>					
LRCIP (P1) Townscape Enhancement	(23,350)	0	0	(23,350)	(23,350)
<b>Transport</b>					
Regional Road Group - Project Funding	58,667	0	0	58,667	58,667
Local Roads and Community Infrastructure Phase 2	44,090	0	0	44,090	44,090
R2R Grant	0	0	0	0	0
	<b>79,407</b>	<b>350,256</b>	<b>0</b>	<b>429,663</b>	<b>429,663</b>

**NOTE 11**  
**NON-OPERATING GRANTS AND CONTRIBUTIONS**

Non operating grants, subsidies and contributions revenue		
Adopted Budget Revenue	YTD Budget	YTD Revenue Actual (b)
\$	\$	\$
515,008	128,752	0
100,000	25,000	0
88,000	22,000	0
196,687	49,172	0
<b>899,695</b>	<b>224,924</b>	<b>0</b>

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 30 Sep 2022
	\$	\$	\$	\$
Landcare Receipts	8,608			8,608
Bonds	0	400	(400)	0
Unclaimed Monies	280			280
WSRA	1,340	375		1,715
Wongi	2,067			2,067
Bushfire Brigades	3,251			3,251
LGIS Bonus Scheme	21,553			21,553
Heritage Loan Scheme	1,733			1,733
	38,833	775	(400)	39,208

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2022**

**NOTE 13  
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 2022-23 year is \$10,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
General purpose funding - rates	694,510	314.23%	▲ Timing	
General purpose funding - other	(80,039)	(52.74%)	▼ Timing	
Law, order and public safety	14,363	153.04%	▲ Timing	
Transport	69,281	132.02%	▲ Timing	
<b>Expenditure from operating activities</b>				
Community amenities	19,002	32.35%	▲ Timing	
Recreation and culture	26,676	38.44%	▲ Timing	
Transport	94,215	23.51%	▲ Timing	
Economic services	21,130	51.96%	▲ Timing	
<b>Investing activities</b>				
Proceeds from non-operating grants, subsidies and contributions	(224,924)	(100.00%)	▼ Timing	Contract Liabilities
Proceeds from disposal of assets	(35,875)	(100.00%)	▼ Timing	Planned Asset Disposals yet to occur
Payments for property, plant and equipment and infrastructure	369,351	84.85%	▲ Timing	Capital Works Program only just commenced
<b>Financing activities</b>				
Transfer from reserves	(115,250)	(100.00%)	▼ Timing	Reserve Transfers occur when funds needed
Transfer to reserves	74,293	98.77%	▲ Timing	Transfers to Reserves occur at financial year end



# Shire of Woodanilling Bushfire Risk Management Plan

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2017 – 2022

Adopted by Council – 18/07/2017



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## Document Control

Document Name	Bushfire Risk Management Plan	Current Version	2.0
Document Owner	Woodanilling CEO	Issue Date	16/06/2017
Document Location	Shire Office	Next Review Date	16/06/2022

## Document Endorsements

Shire of Woodanilling Council endorses that the Bushfire Risk Management Plan (BRM Plan) has been reviewed and assessed by the Office of Bushfire Risk Management as compliant with the standard for bushfire risk management planning in Western Australia, the *Guidelines for Preparing a Bushfire Risk Management Plan*.

The Shire of Woodanilling is the owner of this document and has responsibility, as far as is reasonable, to manage the implementation of the BRM Plan and facilitate the implementation of bushfire risk management treatments by risk owners.

The endorsement of the BRM Plan by Shire of Woodanilling Council satisfies the endorsement obligations under section 2.3.1 of the *State Hazard Plan for Fire (Westplan Fire)*.

In approving this BRM Plan, the Shire of Woodanilling Council is acknowledging the assets that have been identified and the risk ratings and treatment priorities assigned. Approval of the plan is a commitment by the Shire of Woodanilling to work with land owners and managers to address unacceptable risk within the community. Endorsement of this plan is not committing the Shire of Woodanilling to a program of treatment works to be implemented by others, or an acceptance of responsibility for risk occurring on land that is not owned or managed by the Shire.<sup>1</sup>

Local Government	Representative	Signature	Date
Shire of Woodanilling	CEO		Adopted by Council – 18/07/2017

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<sup>1</sup> Reference: *Guidelines for Preparing a Bushfire Risk Management Plan*, November 2015, Page 79

## Amendment List

Version	Date	Author	Section
<b>1.0</b>	12 June 2017	P Cupitt & D Morgan	Initial version submitted to OBRM for compliance review
<b>2.0</b>	16 June 2017	P Cupitt & D Morgan	<ul style="list-style-type: none"> <li>Renamed section 1.3</li> <li>Amended OEM references</li> <li>Amended Section 3.1.1</li> <li>Added Tenure table</li> <li>Added information on demographics to section 3.1.3</li> <li>Amended 'mitigation zone' to 'bushfire management zone'</li> <li>Amended Section 3.2.1</li> <li>Added reference re Natural Resource Zone</li> <li>Added information to Section 3.2.3</li> <li>Moved 'Cultural Considerations' to Section 3.1.5</li> <li>Amended intro to Section 4</li> <li>Included H&amp;VMB in LG Wide Controls</li> </ul> <p>Comms Strategy:</p> <ul style="list-style-type: none"> <li>Added Comms Roles and Responsibilities of the LG</li> <li>Amended OBRM role</li> </ul>

## Publication Information

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# 1. Introduction

## 1.1 Background

Under the *State Hazard Plan for Fire (Westplan Fire)* an integrated Bushfire Risk Management Plan (BRM Plan) is to be developed for local government areas with significant bushfire risk. This BRM Plan has been prepared for the Shire of Woodanilling in accordance with the requirements of *Westplan Fire* and the *Guidelines for Preparing a Bushfire Risk Management Plan* (Guidelines).

The risk management processes used to develop this BRM Plan are aligned to the key principles of *AS/NZS ISO 31000:2009 Risk management – Principles and guidelines* (AS/NZS ISO 31000:2009), as described in the Second Edition of the *National Emergency Risk Assessment Guidelines* (NERAG 2015). This approach is consistent with the policies of the State Emergency Management Committee.

This BRM Plan is a strategic document that identifies assets at risk from bushfire and their priority for treatment. The Treatment Schedule sets out a broad program of coordinated multi-agency treatments to address risks identified in the BRM Plan. Government agencies and other land managers responsible for implementing treatments participate in developing the BRM Plan to ensure treatment strategies are collaborative and efficient, regardless of land tenure.

## 1.2 Aim and Objectives

The aim of the BRM Plan is to document a coordinated approach toward the identification, assessment and treatment of assets exposed to bushfire risk within the Shire of Woodanilling.

The objective of the BRM Plan is to effectively manage bushfire risk within the Shire of Woodanilling in order to protect people and assets including assets of local value.

Specifically, the objectives of this BRM Plan are to:

- Guide and coordinate a tenure blind, multi-agency bushfire risk management program over a five year period;
- Document the process used to identify, analyse and evaluate risk, determine priorities and develop a plan to systematically treat risk;
- Facilitate the effective use of the financial and physical resources available for bushfire risk management activities;
- Integrate bushfire risk management into the business processes of local government, land owners and other agencies;
- Ensure there is integration between land owners and bushfire risk management programs and activities;
- Monitor and review the implementation of treatments to ensure treatment plans are adaptable and risk is managed to an acceptable level.

## 1.3 Legislation, Policy and Standards

The legislation, policy, standards and references considered applicable to the development and implementation of the BRM Plan are detailed at **Appendix 1**.

## 2. The Risk Management Process

The risk management processes used to identify and address risk in this BRM Plan are aligned with the international standard for risk management AS/NZS ISO 31000:2009. The Shire of Woodanilling has adopted AS/NZS ISO 31000:2009 throughout the development of the Shire's governance framework as detailed in the *Corporate Business Plan 2012-2022* (adopted 12 August 2013), noting that some variations may have been applied during the development of this BRM Plan to best suit the bushfire risk management context. A diagram of the AS/NZS ISO 31000:2009 process is provided at **Appendix 2**.

### 2.1 Roles and Responsibilities

The following table outlines the identified key stakeholders for this Bushfire Risk Management Plan and their roles and responsibilities in line with the development, implementation, monitoring and review of the BRM Plan and resulting 'Treatment Schedule'.

Table 1 – Roles and Responsibilities

Stakeholder Name	Roles and Responsibilities
<b>Shire of Woodanilling</b>	<ul style="list-style-type: none"><li>▪ As part of the approval process, submission of the draft BRM Plan to the Office of Bushfire Risk Management (OBRM) to review it for consistency with the Guidelines.</li><li>▪ As part of the approval process, submission of the final BRM Plan to council for their endorsement and adoption.</li><li>▪ As custodian of the BRM Plan, coordination of the development and ongoing monitoring and review of the integrated BRM Plan and treatment schedule.</li><li>▪ Making stakeholders and landowners aware of identified risks.</li><li>▪ Negotiation with land owners to treat risks identified in the BRM Plan.</li><li>▪ As treatment manager, identification and implementation of treatment strategies.</li></ul>
<b>Department of Fire and Emergency Services (DFES)</b>	<ul style="list-style-type: none"><li>▪ Participation in and contribution to the development and implementation of BRM Plans and treatment schedules, as per responsibilities as the Westplan Fire Hazard Management Agency (HMA).</li><li>▪ Support to local government through expert knowledge and advice in relation to the identification, prevention and treatment of bushfire risk.</li><li>▪ Facilitation of local government engagement with state and federal government agencies in the local planning process.</li><li>▪ Undertake treatment strategies, including prescribed burning on behalf of Department of Lands for Unmanaged Reserves and Unallocated Crown Land <u>within</u> gazetted town site boundaries.</li></ul>

Stakeholder Name	Roles and Responsibilities
	<ul style="list-style-type: none"> <li>▪ In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders.</li> </ul>
<b>Office of Bushfire Risk Management (OBRM)</b>	<ul style="list-style-type: none"> <li>▪ Under the OBRM Charter, ensure bushfire risk is managed in accordance with AS/NZS ISO 31000.</li> <li>▪ Reporting on the state of bushfire risk across Western Australia.</li> <li>▪ Review BRM Plans for consistency with the Guidelines prior to final endorsement by council.</li> </ul>
<b>Department of Parks and Wildlife (DPAW)</b>	<ul style="list-style-type: none"> <li>▪ Participation in and contribution to the development and implementation of BRM Plans and treatment schedules.</li> <li>▪ Providing advice for the identification of environmental assets that are vulnerable to fire and planning appropriate treatment strategies for their protection.</li> <li>▪ As treatment manager, implementation of treatment strategies on department managed land and for Unmanaged Reserves and Unallocated Crown Land <u>outside</u> gazetted town site boundaries.</li> <li>▪ In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders.</li> </ul>
<b>Other State and Federal Government Agencies</b> <ul style="list-style-type: none"> <li>• Dept of Lands</li> <li>• LandCorp</li> <li>• Landgate</li> <li>• Main Roads WA</li> <li>• Dept of Education</li> <li>• Dept of Aboriginal Affairs</li> <li>• Forest Products Commission</li> <li>• Water Corporation</li> <li>• Dept of Water</li> </ul>	<ul style="list-style-type: none"> <li>▪ Assist the local government by providing information about their assets and current risk treatment programs.</li> <li>▪ Participation in and contribution to the development and implementation of BRM Plans and treatment schedules.</li> <li>▪ As treatment manager (where applicable), identification and implementation of treatment strategies.</li> </ul>
<b>Public Utilities</b> <ul style="list-style-type: none"> <li>• Western Power</li> </ul>	<ul style="list-style-type: none"> <li>▪ Assist the local government by providing information about their assets and current risk treatment programs.</li> <li>▪ Participation in and contribution to the development and implementation of BRM Plans and treatment schedules.</li> <li>▪ As treatment manager, identification and implementation of treatment strategies.</li> </ul>
<b>Corporations and Private Land Owners</b> <ul style="list-style-type: none"> <li>• Telstra</li> <li>• Rail</li> </ul>	<ul style="list-style-type: none"> <li>▪ Assist the local government by providing information about their assets and current risk treatment programs.</li> <li>▪ Participation in and contribution to the development and implementation of BRM Plans and treatment schedules.</li> </ul>

Stakeholder Name	Roles and Responsibilities
<ul style="list-style-type: none"> <li>• Agriculture</li> <li>• Private Land Owners</li> </ul>	<ul style="list-style-type: none"> <li>▪ As treatment manager, identification and implementation of treatment strategies.</li> </ul>
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Chief Bushfire Control Officer (CBFCO)</li> <li>• Bushfire Advisory Committee (BFAC)</li> <li>• District Operations Advisory Committee (DOAC)</li> <li>• Local Emergency Management Committee (LEMC)</li> <li>• Bushfire Brigades (BFB's) and other Emergency Services Volunteers</li> <li>• Landcare</li> <li>• South West Aboriginal Land and Sea Council</li> <li>• Wagyl Kaip Corporation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Participation in and contribution to the development and implementation of BRM Plans and treatment schedules.</li> <li>▪ Providing advice for the identification of assets that are vulnerable to fire.</li> <li>▪ Providing advice on appropriate treatment strategies for asset protection.</li> </ul>

## 2.2 Communication & Consultation

As indicated in **Appendix 2**, communication and consultation throughout the risk management process is fundamental to the preparation of an effective BRM Plan. To ensure appropriate and effective communication occurs with relevant stakeholders throughout the life of this plan, including during the development, implementation and review phases, a *Communication Strategy* has been prepared. The strategy is provided at **Appendix 3**.



### 3. Establishing the Context

#### 3.1 Description of the Local Government and Community Context

##### 3.1.1 Strategic and Corporate Framework

The Shire of Woodanilling has a *Strategic Community plan (2012 – 2022)* and a *Corporate Business Plan 2012 - 2022 (adopted 2013)* both of which feature a strong ‘community safety’ focus, reflect the Shire’s commitment to this end and confirm that the BRM Plan will be a valuable document that, once endorsed, should integrate easily into existing Shire planning frameworks.

The *Strategic Community Plan* and *Corporate Business Plan* reflect themes and objectives in the following areas:

1. Social
  - Community Facilities
  - Community Well-being
2. Environmental
3. Civic Leadership
  - Law & Order
  - Customer Service
  - Governance
4. Economic

Upon review of the *Strategic Community Plan* and *Corporate Business Plan*, the following themes, goals and actions are identified as having direct relevance to the objectives of this BRM Plan, with the primary focus on protecting “people, assets and other things of local value”<sup>2</sup>:

THEME 1	SOCIAL	Community Well-Being (CW)
CW 3	Expand Fire Awareness	<ul style="list-style-type: none"><li>• Promote fire awareness in the community</li><li>• Utilise CESM to support programs and assisting in sourcing funding for programs</li><li>• Fire awareness educational/ promotional program</li><li>• Brigade support program</li></ul>
CW 10	Ensure significant heritage buildings and places under Councils care and/or ownership are preserved and where possible restored	<ul style="list-style-type: none"><li>• Identify buildings of significant heritage value</li><li>• Prepare Heritage Management Plan(s)</li></ul>

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<sup>2</sup> *Strategic Community Plan (2012 – 2022)*

CW 11	Develop Community Pride programs that are reflected by the high standard of maintenance and development of private properties within the town
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- Needs assessment and program establishment

## **THEME 2 ENVIRONMENT (EN)**

EN 1	Restore and protect natural environment and landscape
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- Roadside weed control
- Weed control in reserves
- Revegetate roadsides to reduce weed burden

EN 2	Protect landscapes and remnant bushland
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- Undertake roadside conservation survey and develop plans for future re-vegetation works on roadside areas to enhance ecological value and natural aesthetics

EN 6	Increase capacity of community to implement Natural Resource Management (NRM) and Improve NRM information
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- Develop local clearing policies and develop and distribute educational information to include environmentally sensitive and community high priority areas

## **THEME 3 CIVIC LEADERSHIP Law & Order (LO)**

LO 2	Implementation of Fire Management Plan
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- Support Bush Fire Advisory Committee and local Brigades
- Annual review of Woodanilling Townsite Fire Management Plan
- Utilise CESM to support programs
- Support education programs
- Implement recommendations from Townsite Fire Management Plan

LO 6	Local Emergency Management to ensure preparedness for local emergencies
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- Review Local Emergency Management Arrangements
- Continue involvement with Shires of Katanning and Kent for local emergency management and utilise CESM to develop joint and local strategies

## **THEME 3 CIVIC LEADERSHIP Customer Service (CS)**

CS 6	Enhance the image of the Shire and establish a relationship with the public to reflect credibility on the organisation.
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- Develop adopt and implement Communication Strategy and
- Identify and liaise with key community members

THEME 3	CIVIC LEADERSHIP	Governance (GO)
GO 2	Preparation of Land Use Strategies for town and rural areas	
		<ul style="list-style-type: none"> <li>Identify existing and forecast future land uses within the Shire</li> </ul>
GO 6	Preparation of relevant local laws as determined by community need.	
		<ul style="list-style-type: none"> <li>Identify need and develop required new local laws</li> </ul>
GO 10	Implementation of community consultation processes that link the Council and the community to ensure open and accountable government.	
GO 11	Corporate Risk Management Plan	
		<ul style="list-style-type: none"> <li>Develop and Implement a Corporate Risk Management Plan</li> </ul>

The following functions within the Shire of Woodanilling's administration team have been identified as having specific roles and responsibilities in line with the successful implementation of the BRM Plan.

**Table 2: Functions within the Shire of Woodanilling with roles and responsibilities associated to the Bush Fire Risk Management Plan**

Function	Roles & Responsibilities
<b>Corporate Leadership Team</b>	<ul style="list-style-type: none"> <li>Oversight of the implementation, review and monitoring of the Bushfire Risk Management Plan</li> <li>Sourcing and approving funding and expenditure</li> <li>Ensure implementation and review of the Bushfire Risk Management Plan</li> <li>Monitoring the implementation of agreed treatments</li> <li>Liaison with key stakeholders</li> <li>Participation on Local Emergency Management Committee (LEMC)</li> </ul>
<b>Person Tasked with Emergency Management within the Shire Administration Team</b>	<ul style="list-style-type: none"> <li>Develop practices for fire management on LG, UCL and UMR land</li> <li>Planning annual schedule of works</li> <li>Build knowledge and understanding of fire management practices within the community</li> <li>Participation on Bushfire Advisory Committee (BFAC)</li> <li>Support bushfire meetings and committees</li> <li>Oversee burning programs and support from local brigades</li> <li>Contributing to treatment planning</li> <li>Negotiating with stakeholders</li> </ul>

<b>Chief Bushfire Control Officer</b>	<ul style="list-style-type: none"> <li>▪ Oversee burning programs and support from local brigades</li> <li>▪ Contributing to treatment planning</li> <li>▪ Negotiating with stakeholders</li> <li>▪ Fire breaks inspection and enforcement</li> </ul>
<b>Works Department</b>	<ul style="list-style-type: none"> <li>▪ Undertake planned works</li> </ul>
<b>Planning</b>	<ul style="list-style-type: none"> <li>▪ Ensure adherence to building codes</li> <li>▪ Bushfire prone mapping</li> </ul>
<b>Finance</b>	<ul style="list-style-type: none"> <li>▪ Accessing grants and funding</li> </ul>

*NOTE: Some functions outlined above are fulfilled through the employment of contract personnel.*

A copy of the organisational structure is attached at **Appendix 4**.

The Shire of Woodanilling was identified as a priority local government in the first round of funding arrangements for the WA State Government's Bushfire Risk Management Project. This resulted in the temporary appointment of a Bushfire Risk Planning Coordinator (BRPC) and Bushfire Risk Management Officer (BRMO) using project funding managed through the Department of Fire and Emergency Services (DFES). The role of the BRPC and BRMO was to assist the Shire to develop a Bushfire Risk Management Plan including a comprehensive Asset Risk Register and Treatment Schedule. Both the BRMO and BRPC positions were funded until 30 June 2017.

The Shire, supported by the Department of Fire and Emergency Services (DFES), currently has access to the services of a Community Emergency Services Manager (CESM). This position is managed by a Memorandum of Understanding (MOU) and is a shared resource between Woodanilling and neighbouring Shires. A significant role of the CESM is to *ensure the Shire's Volunteer Bush Fire Brigades and other Emergency Management Volunteers are supported, trained, equipped and capable of providing appropriate fire services to the community*.<sup>3</sup> It was also envisaged that the CESM position would have a key role throughout the implementation, monitoring and review phases of this BRM Plan once the plan is endorsed. At the time of finalising this plan, the term of the CESM MOU was concluding (July 2017) with negotiations ongoing in relation to the future of the position within the Shire. The CESM position has strong support from the emergency services volunteers including the Bushfire Advisory Committee and the Chief Bushfire Control Officer<sup>4</sup> however given the changing priorities, funding limitations and political landscape the CESM position may not be able to be supported into the future. Should this position not continue the CESM responsibilities will be allocated to the '*person tasked with emergency management within the Shire*'.

The Shire of Woodanilling recognises the importance of leadership and coordination in emergency management and has an established Local Emergency Management Committee (LEMC) with multi agency membership. This committee provides an important forum to enable consultation around the BRM Plan.

<sup>3</sup> Memorandums of Understanding – Provision of a shared Community Services Manager, July 2014

<sup>4</sup> Shire of Woodanilling Council Meeting – Minutes – May 2017

The LEMC has endorsed Local Emergency Management Arrangements (LEMA) for the Shire. In the development of the LEMA, the Committee undertook a risk assessment process resulting in a 'Risk Treatment Schedule and Plan' being developed that outlines identified risks, risk levels and treatment options. The Shire of Woodanilling 'Risk Register reflects Bushfire as a 'high' risk to the Shire.

The Shire also has an active Bushfire Advisory Committee (BFAC). The BFAC membership reflects considerable bushfire fighting knowledge and experience. This forum has been integral to the development of the plan and will continue to be a key stakeholder in the implementation and review of the plan.

In 2013 the Shire had a Fire Management Plan commissioned, with a focus on the Woodanilling townsite, confirming the Shire's commitment and proactive approach to Bushfire Risk Management. In addition to the townsite plans primary aim of *"managing the bush fire threat within and around the townsite and to ensure that the community (life), residences and infrastructure (property) and areas of conservation and heritage value (environment) are protected from fire"*<sup>5</sup>, the plan also details further objectives being:

- *Reduction in fire incidents*
- *Preparation and implementation of an annual works program*
- *Improved compliance with Councils firebreak notice*
- *Improved community awareness and acceptance of fire management and hazards*
- *Greater membership of local volunteer bush fire brigades*
- *Improved inter agency cooperation in hazard management*<sup>6</sup>

This plan further identifies that:

- *The most likely risk of ignition will be from human activity, either accidental or deliberate.*
- *Based upon fire history there is a 'likelihood' that there may be a localised bush fire within the vicinity of the townsite with the consequences dependent upon how aware and prepared the community and landowners are.*
- *The principle bush fire threat relevant to the townsite is a grass/scrub fire.*
- *The assessment of existing development in the townsite, in compliance against the 'Planning for Bush Fire Protection' performance criteria, highlights little separation between the vegetated areas, with an extreme hazard rating, and existing residential development.*
- *There are no formal hazard separation zones between areas of high fire danger and residential areas.*
- *Management of vacant land, with absentee owners, is an ongoing concern.*
- *Unallocated Crown Land (UCL) is not well managed*<sup>7</sup>

It is important to note that whilst the 2013 plan focusses on the Woodanilling townsite, not the Shire as a whole, the recommendations detailed in the *Woodanilling Townsite Fire Management Plan* have been incorporated into this BRM Plan which reflects a broader 'whole of Shire' approach. These recommendations focus on:

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<sup>5</sup> Woodanilling Townsite Fire Management Plan, February 2013, TME Town Planning Management Engineering Pty Ltd

<sup>6</sup> Woodanilling Townsite Fire Management Plan, February 2013, TME Town Planning Management Engineering Pty Ltd

<sup>7</sup> Woodanilling Townsite Fire Management Plan, February 2013, TME Town Planning Management Engineering Pty Ltd



- Strategic fire breaks
- Access ways.

The local primary school, which presently caters to less than 20 students, was placed on the Education Departments 'Bushfire Risk Register' in 2011. An independent risk assessment was undertaken in 2015 with a number of recommended treatments identified. These were completed in early 2016. The school has developed a Fire Management Plan in accordance with Department of Education requirements. It is interesting to note that the original Woodanilling Primary School was lost to fire in July 1949.<sup>8</sup>

### 3.1.2 Location, Boundaries and Tenure

Woodanilling is named after a spring in the Boyerine Creek one kilometre south of the townsite. The Shire is located approximately 3 hours (290 km) from Perth, 2.5 hours from Bunbury and 2 hours Albany. The Shire of Woodanilling is situated on the south-western edge of the Wheat Belt region in the Central Great Southern region of Western Australia and is linked by the Great Southern Railway line which was an important transport route for the early colony.



Figure 1 – Location of the Shire of Woodanilling<sup>9</sup>

The Shire of Woodanilling is 1126 square kilometres and contains approximately 107 kilometres of sealed roads and 415 kilometres of unsealed roads.

<sup>8</sup> Website: Trove, National Library of Australia, sourced 23 May 2017, [www.trove.nla.gov.au](http://www.trove.nla.gov.au)

<sup>9</sup> Website: <http://www.gsdc.wa.gov.au/our-region/local-governments/shire-of-woodanilling/>

Geographic Statistics	Woodanilling
Distance from Perth by Road (RAC 2013)	293km
Distance from Perth by Air (Google Earth 2013)	235km
Area (km², Shire website)	1,126km²

Figure 2 – Shire of Woodanilling Geographic Statistics<sup>10</sup>

The Shire is bordered by the local government authorities of West Arthur, Wagin, Dumbleyung, Katanning and Kojonup.



Figure 3 – Location of the Shire of Woodanilling and surrounding Shires<sup>11</sup>

The main localities within the Shire are Beaufort River, Boyerine, Glencoe, Cartmetricup, Kenmare, Westwood and Woodanilling Town.<sup>12</sup>

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, an archery park and a grain receivable site.

There are 4 major transport routes through the Shire, including:

- Albany Highway
- Robinson Road
- Great Southern Highway
- Katanning / Dumbleyung Road

<sup>10</sup> Strategic Community Plan 2012 - 2022

<sup>11</sup> Website: Google Maps

<sup>12</sup> Website: Shire of Woodanilling Website, Council and Community Hand in Hand

Bushfire incidents impacting any of these routes have the potential to create concerns for the Shire of Woodanilling as well as surrounding Shires, particularly in the context of vehicle movement around the Great Southern Region.



Figure 4 – The Townsite of Woodanilling <sup>13</sup>

## Tenure

Within the Shire of Woodanilling, Department of Parks and Wildlife have approx. 1.2% of tenure. Significant land in the Shire is vested to private landowners predominantly agriculturally based. The other tenures in the Shire are combination of Local Government, Department of Lands, Department of Water, Forest Products Commission and a range of other private owners. There are parcels of Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) in the townsite of Woodanilling. The Shire has 1328 hectares of Nature Reserve which equates to 1.2% of the Shires total area. <sup>14</sup>

Table 3 – Overview of Land Tenure and Management within the Shire of West Arthur

Land Manager/Agency*	% of Plan Area
Local Government	1.2%
Department of Parks and Wildlife	1.2%
Other – i.e. Department of Lands	3.7%
Private Land Owners (Agriculture)	93.9% <sup>15</sup>
<b>Total</b>	<b>100%</b>

<sup>13</sup> Source: DFES Mapping System (FESMaps)

<sup>14</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

<sup>15</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

### 3.1.3 Population and Demographics

An article published on 14 April 2016, in The Australian Business Review, titled “*Growth and Loss: how Australia is being reshaped*” makes the observation that “*great swathes of population loss is spreading across Australia’s farmlands punctuated by growth in places like Woodanilling*”. This observation is supported by the WA Department of Planning document ‘*West Australia Tomorrow, Population Report No 7, 2006 to 2026, February 2012*’, that predicts at least a 1% annual growth increase in Woodanilling until 2026. This goes against the trend of declining population in many regional areas.

The most recent Australian Bureau of Statistics (ABS) data is from 2015. This reflects the population of Woodanilling as 422. The median age, of 38.3 years, is in line with the national average of 37.4 years.

The majority of the Shire’s population is concentrated around the townsite of Woodanilling although, as the Shire is predominantly agriculturally focused, some of the population is dispersed throughout the Shire’s broad acre farms. Many of the families in the Woodanilling Shire are long term generational farming families and there is minimal cultural diversity.

#### Woodanilling (S) (LGA)

Western Australia



People

Persons (no.)

Male (no.)

Female (no.)

Median Age - Persons (years)

Period	Woodanilling (S)
2015	422
2015	224
2015	198
2015	38.3

Figure 5 –Shire of Woodanilling Demographics <sup>16</sup>

The 2011 Census data reflects that 206 residents of the Shire were employed with 48.1% engaged directly within the Agricultural Industry, 7.3% engaged in Manufacturing, Construction and Public Administration and Safety respectively.

The age profile for the Shire varies from the State and National averages in the 15 – 29 year age group, which can be explained by people moving away from the area for educational purposes. This age group in particular may raise concerns in line with succession planning within the local Emergency Services Brigades. The 45 – 49 age group is noticeably higher than the State and National averages. The unemployment rate of 2.4% is lower than both the State and National averages of 4.7% and 5.6% respectively.

The 2011 ABS Census reflects that 37.7% of the total population over the age of 15 are engaged in some form of volunteer work, this includes those engaged as Emergency Services Volunteers. This rate is significantly higher than both the State and National averages that sit at 16.9% and 17.8% respectively. This statistic is noteworthy as fire response within the Shire is solely undertaken by volunteer emergency services personnel.

<sup>16</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)



Age	Woodanilling		%Western Australia		%	Australia	%
People							
0-4 years	34	8.1	151,262	6.8	1,421,050	6.6	
5-9 years	38	9.1	142,774	6.4	1,351,921	6.3	
10-14 years	39	9.3	146,035	6.5	1,371,054	6.4	
15-19 years	11	2.6	148,208	6.6	1,405,798	6.5	
20-24 years	14	3.3	159,010	7.1	1,460,673	6.8	
25-29 years	20	4.8	167,944	7.5	1,513,236	7.0	
30-34 years	31	7.4	156,152	7.0	1,453,775	6.8	
35-39 years	18	4.3	161,526	7.2	1,520,138	7.1	
40-44 years	29	6.9	166,731	7.4	1,542,879	7.2	
45-49 years	45	10.8	159,859	7.1	1,504,142	7.0	
50-54 years	34	8.1	150,369	6.7	1,447,404	6.7	
55-59 years	35	8.4	133,894	6.0	1,297,244	6.0	
60-64 years	16	3.8	120,531	5.4	1,206,116	5.6	
65-69 years	22	5.3	86,324	3.9	919,319	4.3	
70-74 years	13	3.1	66,219	3.0	708,090	3.3	
75-79 years	13	3.1	49,832	2.2	545,263	2.5	
80-84 years	3	0.7	38,284	1.7	436,936	2.0	
85 years and over	3	0.7	34,217	1.5	402,681	1.9	

Figure 6 –Shire of Woodanilling Age Profile, Census 2011<sup>17</sup>

In the context of the four stages of emergency management – *Prevention, Preparation, Response and Recovery*<sup>18</sup>, the Shire of Woodanilling has a strong and proactive approach to bushfire response. As bushfire events can directly impact a farmer's livelihood, colloquially 'if the smoke goes up' the response will be strong and fast with farmer response units arriving from neighbouring farms and further afield. The downside to this is that anecdotal evidence suggests that records reflecting the number of fires in the region are not accurate as not all fires are reported.

With statistics reflecting that 25% of the Shires population are registered Emergency Services Volunteers, this bodes well for the Shire as this would infer that 25% of the community would have at least some level of awareness, and therefore increased appreciation of bushfire risk and what to do when there is a fire. When it comes to preparatory efforts (i.e. in line with prevention and preparedness), community engagement is a little more challenging; mainly due to time constraints, conflicting priorities and the tyranny of distance. Nevertheless, compliance in line with landowner responsibilities, detailed in the Shire's annual *Bush Fire Notice*, is generally good.

### 3.1.4 Economic Activities and Industry

The Shire of Woodanilling is predominantly a sheep and grain producing area and these industries continue to be the Shire's economic mainstay. Agricultural activities are dominated by grain, wool and sheep with beef and pigs also increasing in prominence. In recent years, a sheep and goat meat abattoir, agroforestry, a dolomite (lime) fertilizer business and other agricultural based export markets have been added to the mix.<sup>19</sup>

<sup>17</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

<sup>18</sup> Shire of Katanning, Woodanilling and Kent Local Emergency Management Arrangements, Oct 2016

<sup>19</sup> Website: Shire of Woodanilling Website [www.woodanilling.wa.gov.au](http://www.woodanilling.wa.gov.au)



Farms are generally getting bigger or becoming increasingly diverse in order to remain profitable with most farms expanding to undertake both crop and livestock ventures as well as exploring less traditional activities such as pig and goat farming. Agriculture has been the primary industry within the Shire since the mid 1800's, needless to say; agriculture continues to be vitally important to the local economy.

In the period 2012 – 2015, 68% of the businesses in the Shire of Woodanilling were Agricultural enterprises. 14% of businesses were in the rental, hiring and real estate industries and 4% in the Manufacturing Industry, 4% in Construction, 4% in Financial and Insurance Services and 4% in Accommodation and Food Services.<sup>20</sup>



Figure 7 –Shire of Woodanilling Economic Profile, Census 2011<sup>21</sup>

In 1996/97 the gross value of agricultural production (GVAP) for the Shire was in the vicinity of \$19 Million, there were 67 registered farms and the area of land used for farming was 90.5% of the Shires land area.<sup>22</sup> Comparatively, in 2001, the GVAP was \$19.9 Million, an increase of 4.7%. In 2006, the GVAP was \$25.9 Million, an increase of 30%, with farming enterprises making up 93.9% of the Shires land tenure.<sup>23</sup>

AGRICULTURAL COMMODITIES \* - year ended 30 June

Total area		
Area of holding	ha	105 791.1
Cereals for grain	ha	23 181.2
Vegetables for human consumption	ha	0.0
Orchard trees (including nuts)	ha	0.0
All fruit (excluding grapes)	ha	0.0
Non-cereal broadacre crops	ha	10 089.8
Total number		
Sheep and lambs	no.	278 430
Milk cattle (excluding house cows)	no.	0
Meat cattle	no.	907
Pigs	no.	500

Figure 8 – Shire of Woodanilling Agricultural Commodities, 2006<sup>24</sup>

The Local Emergency Management Arrangements note that the predominant agricultural activities occur between May – July, which is the seeding season, with harvest occurring between November to January.

<sup>20</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

<sup>21</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

<sup>22</sup> Source: Agricultural Statistical Overview 96/97, July 2000, Department of Agriculture WA

<sup>23</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

<sup>24</sup> Website: Australian Bureau of Statistics [www.abs.gov.au](http://www.abs.gov.au)

In a bushfire context, whilst the shire may be seen as lower risk of bushfire due to somewhat lower fuel loads in comparison to traditional high risk areas such as forests, the peak of the harvest season coincides with the high risk summer periods. There is a heightened risk of fires starting during the harvest period with cropping practices potentially resulting in ignition. Stubble burning, post cropping, increases the possibility of accidental escapes and increased ignitions as a result of machinery (i.e. Headers). Modern harvesters have many potential ignition sources which need to be carefully managed. Bearings, hot exhausts, turbochargers, electrical circuits and belts combined with dry straw, dust, chaff, oil and leaking distillate provide the perfect environment for fire. The movement of these vehicles through cured grain paddocks means this is the most likely time for a farm fire. There is also risk of spontaneous ignition within hay stacks, hay sheds and chaff heaps. Crop fires tend to have a very rapid rate of spread.<sup>25</sup> There is also increased concern that farming practices, and therefore fire risk, can change dramatically year to year dependent upon what activities are likely to be the most profitable for the farmer.

The economic impact of fires on agricultural holdings should not be underestimated with potential costs associated with machinery replacement, stock and crop losses including feed and grazing pastures as well as massive curbs on agricultural production in following seasons. Studies from the Black Saturday (Victorian) Fires show that Agricultural impacts were found to be the highest contributor to total losses at 25%.<sup>26</sup> A more recent crop fire, in 2015 in Adelaide, resulted in “*tens of thousands of hectares of crops, livestock and expensive farm machinery*” being destroyed. The economic loss to farmers was estimated to be over \$100 million dollars.<sup>27</sup>

The Shire has controls in place pursuant to the *Bush Fires Regulations 1954*, to reduce the risk of crop related bushfires; these controls are reviewed annually by the Bushfire Advisory Committee (BFAC). This risk is further reduced once harvest is completed and the paddocks opened to grazing. However the risk is increased as result of the drive to explore alternative crops as some crops (i.e. canola or rapeseed) burn at a higher temperature and can be harder to extinguish and mop up. The risk is also increased as farmers move to employ innovative farming practices and technology.

The Shire has six bridges located around the region, the majority of which are timber construction and are therefore considered a strategic risk. Some of these bridges are located along significant routes and have the potential to impact movement around the area should they be impacted by fire, with economic impacts also likely.

### 3.1.5 Cultural Considerations

The Shire has 224 assets deemed to have cultural significance that are listed on the Heritage Council of WA ‘InHerit’ Register. One of these, the ‘Carrolup Bridge’ is listed on the State Heritage Register as a ‘place of State significance’ and is therefore protected under the *Heritage of Western Australia Act 1990*.<sup>28</sup>

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<sup>25</sup> Source: Department of Fire and Emergency Services (2014), *Homeowner Bushfire Survival Manual*, pp. 37

<sup>26</sup> Source: *Estimating the net cost of the 2009 Black Saturday Fires to the affected regions* - C. Stephenson, Centre for Risk and Community Safety, RMIT University and Bushfire CRC, J. Handmer, Centre for Risk and Community Safety, and A. Haywood, Department of Sustainability and Environment, Victoria

<sup>27</sup> Website: [www.adelaidenow.com.au](http://www.adelaidenow.com.au) Farmers in Mid-North start counting loss from Pinery fire devastation, A, Hough, *The Advertiser*, November 27, 2015

<sup>28</sup> Website: <http://inherit.stateheritage.wa.gov.au/Public/Search>





outcrops is the potential for this terrain to draw lightning strikes with weather factors (such as lightning) having been identified as the most significant contributor to fire occurrences in the Shire.

All of the Shire is located in the Blackwood River Catchment and is drained by the upper reaches of the Carolup and Carlecatup Rivers. Chains of wetlands and lakes occur naturally across the landscape.

### Bushfire Prone Mapping

The intent of the WA Governments *Bushfire Prone Planning Policy* is to implement effective risk based land use planning and development to preserve life and reduce the impact of bushfire on property and infrastructure.<sup>32</sup> The *State Planning Policy 3.7 – Planning for Bushfire Prone Areas* relates to the protection of future assets and, whilst this BRM Plan focuses on improving protection of existing assets, the *Map of Bush Fire Prone Areas* has been included as it provides a useful framework for analysing fire risk and a means of validating the risk assessments made, and ratings applied, within this BRM Plan.<sup>33</sup>

The Bushfire Prone areas are shown in ‘pink’ on the map below. The map identifies areas that are designated as subject to, or likely to be subject to, bushfire attack. Where a bush fire prone area cuts across a portion of a parcel of land, the entire parcel is considered to be Bush Fire Prone. Bush Fire Prone areas are subject to new planning and construction requirements. These are addressed through the Shire of Woodanilling Town Planning Scheme.

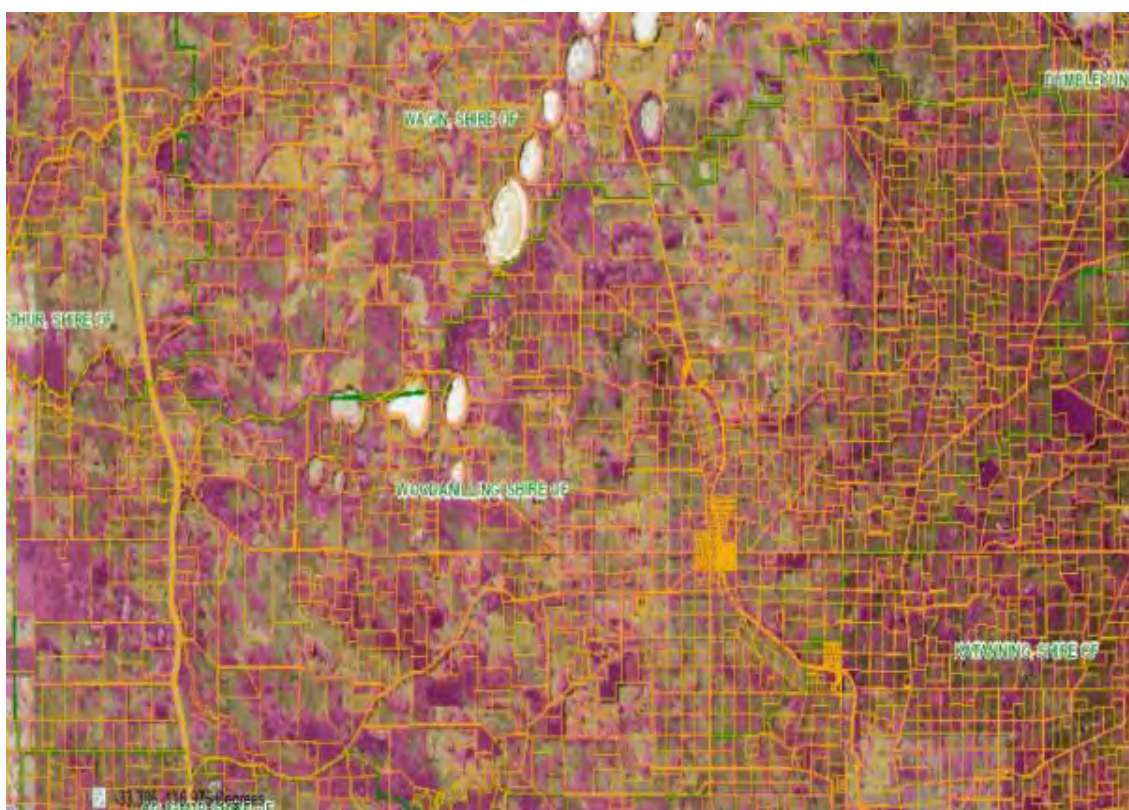


Figure 10 – Map of Bush Fire Prone Areas within Woodanilling Shire<sup>34</sup>

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<sup>32</sup> WA State Planning Policy 3.7 – Planning in Bushfire Prone Area, Dec 2015

<sup>33</sup> Guidelines for Planning in Bushfire Prone Areas, WA Dept of Planning, Version 1.1, February 2017

<sup>34</sup> Source: Map of Bush Fire Prone Areas 2016 – Dept of Fire and Emergency Services

### 3.2.2 Climate and Bushfire Season

The Shire of Woodanilling is described as having a Mediterranean type climate, experiencing cool winters and long, hot summers. Winter months are characterised by cold fronts that generate in the Southern Ocean. Winds tend to come from the west and north-west. Rainfall in the Wheatbelt generally decreases from west to east.<sup>35</sup>

The following table reflects the annual climatic conditions for the Shire of Woodanilling over the period 2016 – 2017:

Table 3: Annual Climatic Conditions 2016 – 2017 – Woodanilling Weather Station<sup>36</sup>

Record Date ↓	Air Temp* min	Air Temp* max	Air Temp* avg	Rain mm	Rainy Days	RH% min	RH% max	RH% avg	Wind km/h max	Wind km/h avg	Min Battery V	Days of Data
2017	0.2	41.2	16.4	202.2	26	8.5	96.6	64.5	132.44 N	9.9	12.43	143.4
2016	-2.5	41.1	12.6	359.4	128	6.6	99.6	76.8	67.25 W	7.6	12.5	256.6

The following table provides the monthly weather conditions during 2016/2017:

Table 4: Monthly Climatic Conditions (2016/2017) – Woodanilling Weather Station<sup>37</sup>

Record Date ↓	Air Temp* min	Air Temp* max	Air Temp* avg	Rain mm	Rainy Days	RH% min	RH% max	RH% avg	Wind km/h max	Wind km/h avg	Days of Data
MAY-2017	1.7	28.0	14.1	37.8	9	21.6	96.6	72.6	46.87 W	7.7	23.6
APR-2017	0.2	29.5	16.5	3.0	3	18.4	98.2	68.2	37.26 S	8.6	29.6
MAR-2017	3.1	35.9	18.3	31.4	9	24.0	97.8	68.9	52.49 WNW	10.3	30.9
FEB-2017	7.9	36.2	20.2	129.8	6	16.3	96.6	65.6	132.44 N	11.4	28.0
JAN-2017	6.8	41.2	22.2	0.0	0	8.5	94.7	49.1	58.18 W	10.9	31.0
DEC-2016	2.7	41.1	19.2	50.0	5	8.1	97.1	56.7	47.05 SW	10.8	31.0
NOV-2016	1.3	39.7	18.2	7.2	3	6.6	98.9	57.5	42.8 N	8.1	29.9
OCT-2016	-1.6	29.4	12.4	28.2	14	16.1	99.4	74.2	52.42 WSW	7.1	31.0
SEP-2016	-1.8	21.6	9.1	32.2	18	38.4	99.6	83.7	52.74 W	6.5	30.0
AUG-2016	-1.3	18.5	9.0	86.8	22	43.4	99.6	86.5	42.66 WNW	6.5	31.0
JUL-2016	-2.5	19.4	9.0	46.8	20	48.5	99.6	85.4	53.21 SW	7.5	30.9
JUN-2016	1.0	20.5	10.6	41.8	21	49.2	99.6	86.0	43.6 S	7.1	29.9
MAY-2016	2.5	24.8	12.5	55.6	21	27.7	99.5	83.1	67.25 W	7.0	30.8
APR-2016	5.2	24.8	15.1	10.8	4	43.3	99.2	79.3	46.98 SW	8.1	12.0

Please note that these statistics are taken from the Woodanilling Weather Station that has only been active since April 2016.

Bushfire risk is determined by the combination of a number of factors including climatic conditions such as air temperature, relative humidity, wind speed and rainfall. Bushfire threat is typically associated with very hot (above average temperatures), dry (less than 20% humidity) and windy (above 12 – 15 Km per hour) conditions and high fuel loads. Climatic data provides an indication of fuel availability for bushfires throughout the year, but in particular during the fire season, and is used to calculate the Fire Danger Index (FDI), and thereby the associated likely fire behaviour. This data is also used to determine the Southern WA fire season.

<sup>35</sup> Woodanilling Townsite Fire Management Plan, February 2013, TME Town Planning Management Engineering Pty Ltd

<sup>36</sup> Website: Department of Agriculture and Food - [www.agric.wa.gov.au/weather-stations](http://www.agric.wa.gov.au/weather-stations)

<sup>37</sup> Website: Department of Agriculture and Food - [www.agric.wa.gov.au/weather-stations](http://www.agric.wa.gov.au/weather-stations)



The Southern WA fire season is typically from November through to April with the Shire of Woodanilling determining their 'Restricted Burning' times as follows:

- 19<sup>th</sup> September to 31<sup>st</sup> October: Restricted Burning (permits required)
- 1<sup>st</sup> November to 14<sup>th</sup> February: Prohibited Burning
- 15<sup>th</sup> February to 15<sup>th</sup> April: Restricted Burning (permits required)

The *Bush Fires Act 1954*, sections 17 and 18, provides for the 'declaration and gazettal' of Prohibited and Restricted Burning Times as well as the ability to adjust burning times to suit changing weather conditions.

### 3.2.3 Vegetation

The total area of native vegetation in the Shire of Woodanilling has been significantly reduced through rapid broad scale clearing for agricultural purposes. However, much of the native vegetation that remains in public reserves and on private land is similar in composition to that which existed previously, although the extent of the cover has been significantly reduced.<sup>38</sup> Only around 16% of remnant vegetation remains, of which only 3% is within conservation estates or State Forest.<sup>39</sup>

The vegetation in large areas of the town and especially along the creek lines is characterised by Jam Wattles (*Acacia acuminata*) and Sheoaks (*Casuarina obesa*). The Sheoaks usually occur with closely packed narrow trunks with a dense understory which often has weed infestation. On the higher land there are areas of White gum (*Eucalyptus wandoo*) and Salmon gums (*Eucalyptus salmonophloia*).<sup>40</sup>

Woodanilling is within the boundaries of the Blackwood River Catchment. Within the Shire the catchment gives rise to a number of lakes and many seasonal water courses. Prior to the 1940s these lakes were relatively fresh and supported a diverse variety of vegetation and animal life but with extensive clearing of native vegetation to allow for agricultural development, these lakes are now saline. With the removal of naturally occurring vegetation, the hydrology of the region has changed dramatically. Ground water is rising through the subsoil to the surface, transporting salts contained within the soil profile with it. Increasing salinity within soils and water bodies is now a major problem throughout the Wheatbelt. Woodanilling is one of the most salt affected areas in Western Australia's south-west with more than 15% of land in the area lost to salinity with a further 15% of remnant vegetation and agricultural land at high risk of salinisation between now and 2026.<sup>41</sup>

The South-west of Western Australia has been divided into districts, called Natural Resource Zones (NRZ),<sup>42</sup> on the basis of their natural resources i.e. vegetation type, drainage/catchment system and rainfall. The Shire of Woodanilling contains a mosaic of vegetation types, from three zones, which are discussed below. These include the Beaufort Vegetation System, the Wagin Vegetation System and the Dumbleyung Vegetation System.

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<sup>38</sup> *Native Vegetation Handbook for the Shire of Woodanilling*, S Grein, 1994

<sup>39</sup> Source: *Landscapes of the Upper Blackwood*, South West NRM Strategy, [www.swnrmstrategy.org.au](http://www.swnrmstrategy.org.au)

<sup>40</sup> *Woodanilling Townsite Fire Management Plan*, February 2013, TME Town Planning Management Engineering Pty Ltd

<sup>41</sup> Source: *Wagin Woodanilling Landcare*, NRM WA, Project 14045 submission

<sup>42</sup> *Native Vegetation Handbook for the Shire of Woodanilling*, S Grein, 1994

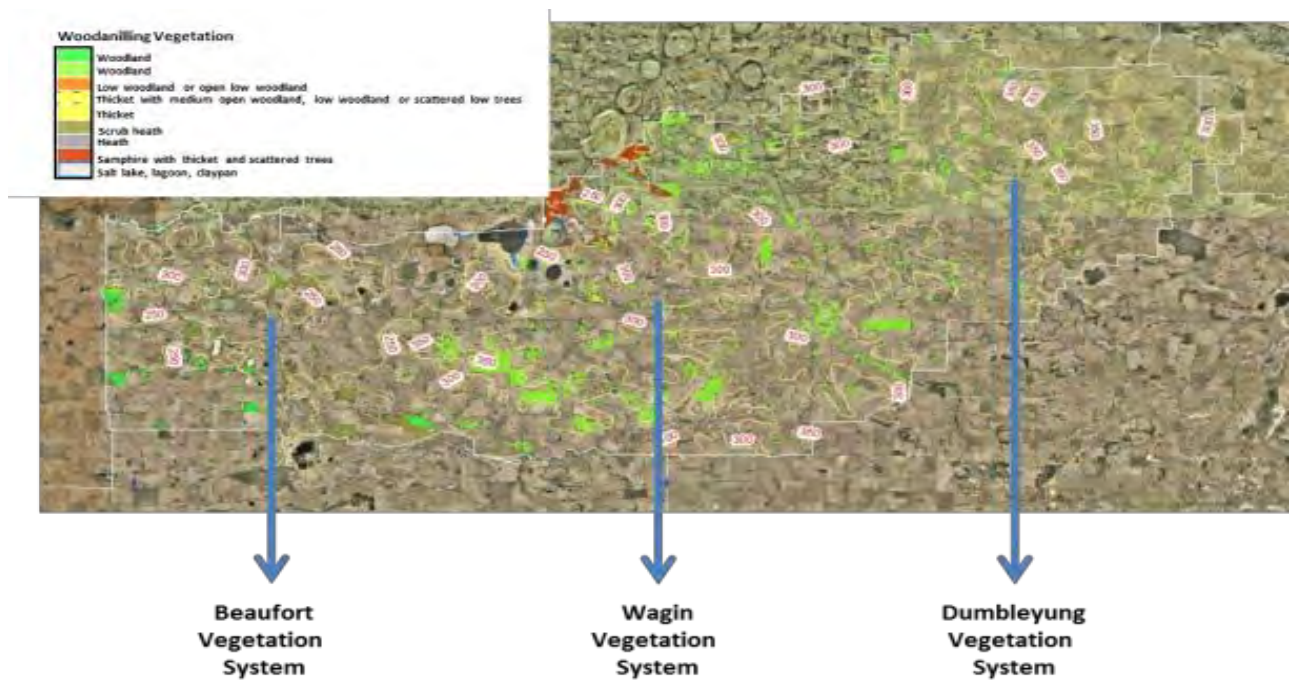


Figure 11 – Woodanilling Vegetation Types and Systems <sup>43</sup>

The **Beaufort Vegetation System** covers a small area in the western edge of the Shire. Sandy deposits occur along sections of the Carrolup River and carry a variety of plant communities. The principle elements of this vegetation system landscape are woodland of wandoo and York gum and wandoo on undulating country and woodland of York gum and flat-topped yate (*Eucalyptus occidentalis*) on sandy patches. Often there is a mosaic of different combinations of *Eucalyptus* spp. (including Marri) woodland on a variety of landscapes. <sup>44</sup>

The **Wagin Vegetation System** covers the entire Shire in a belt from Beaufort River Flats to Woodanilling. The landscape is undulating and well dissected with only small remnants of laterite cappings on ridges, some granite domes and broad valleys containing salt marshes. The dominant vegetation is comprised of a mosaic of brown mallet (*Eucalyptus astringens*) and wandoo (*Eucalyptus wandoo*) woodland on laterite mesas and low woodland of York gum (*Eucalyptus loxophleba*) and wandoo on the slopes of undulating country. Brown mallet was joined by red morrel (*Eucalyptus longicornis*) near the townsite of Woodanilling. Heaths occur on scattered patches of laterite, occasionally associated with wandoo, but more frequently with the Drummond's gum (*Eucalyptus drummondii*). *Dryandra* spp. are generally the dominant species in heath vegetation. <sup>45</sup>

The **Dumbleyung Vegetation System** is the most prominent System in the Blackwood Catchment and covers the eastern third of the Shire of Woodanilling. In the Shire, the landscape is gently undulating. Woodlands of York gum (*Eucalyptus loxophleba*) and

<sup>43</sup> Map Source: Conservation Science Western Australia Journal, Department of Parks and Wildlife, Volume Nine, Number One, October 2013, the vegetation of Western Australia at the 1:3,000,000 scale. Explanatory memoir. Second edition. JS Beard, GR Beeston, JM Harvey, AJM Hopkins and DP Shephard.)

<sup>44</sup> Native Vegetation Handbook for the Shire of Woodanilling, S Grein, 1994

<sup>45</sup> Native Vegetation Handbook for the Shire of Woodanilling, S Grein, 1994

*wandoo (Eucalyptus wandoo) occupy the undulating country with Drynandra spp. scrub on the laterite residual. Brown (Eucalyptus astringens) mallet woodland and low woodland occur on weathered laterite residuals and slopes. Woodlands formed are ether mallet or York gum, salmon gum, morrell and wandoo.*<sup>46</sup>

In the context of bushfire risk, of particular note in relation to the Woodanilling townsite, are the abundant sheoaks. The volume of sheoaks, and the density of scrub, increases the potential for a fire to impact the Woodanilling townsite with the sheoaks potentially acting as a 'wick' to draw the fire into the town settlement.

## Environmental Considerations – Flora and Fauna

Flora and Fauna represent particular significance for the Shire as they are not only recognised environmental assets in their own right, but also impact the treatment options available for identified risks in relation to other assets.

A recent study titled 'A Resilient Blackwood Basin in a Changing Climate Concept Plan, February 2013' states the following in relation to threats to the Blackwood Basin: "Bushfire and its positive effects on native vegetation are well known. Of concern however, is the lack of knowledge and an appropriate Fire Management Plan specific to the catchments within the region that are aimed at preserving life, conserving native vegetation and reducing the influx of invasive species. Conflicting information exists which requires a major investment in time and resources to ensure a best management approach is taken. Little is understood of post-fire management which has seen a rapid invasion by weedy grasses into once pristine bushland, further increasing the risk of fire in the future."<sup>47</sup>

All treatments need to be assessed in line with the requirements of the identified flora and fauna. As an example, one of the Declared Rare Flora located within the Shire - *ADENANTHOS PUNGENS SUBSP EFFUSA* Nelson – indicates fire management as follows:

### RESPONSE TO FIRE

Adult plants killed, good seedling regeneration after fires Needs burning on a ca 20 year cycle (E. Nelson/S. Patrick, pers. comm.).

Figure 12 – Fire Management of Declared Rare Flora – *Adenanthos Pudgens Subsp Effusa* Nelson<sup>48</sup>

Appropriate authorities and subject matter experts must be consulted prior to any risk treatment works commencing.

A further consideration in relation to both bushfire mitigation and response strategies is the potential spread of *Phytophthora Cinnamomi* (Dieback). Dieback has infected large areas of Jarrah forest. It is easily spread through soil movement from vehicles, animals, water and feet. Other fungal-borne diseases can also be spread through these pathways. This risk must be considered in the context of planned prevention and response strategies and the risk minimised wherever possible. The Shire has also identified a number of noxious weeds including, Wild Oats, Barley Grass, Stinkwort, Cape Tulip, Soursob, Four O'Clock, Wireweed and Bridal Creeper. Any treatments need to minimise the potential spread of disease or unwanted plants.<sup>49</sup>

<sup>46</sup> Native Vegetation Handbook for the Shire of Woodanilling, S Grein, 1994

<sup>47</sup> A Resilient Blackwood Basin in a Changing Climate Concept Plan, February 2013

<sup>48</sup> Declared Rare Flora in the Katanning District, Department of Conservation and Land Management, 2000

<sup>49</sup> Website: Shire of Woodanilling [www.woodanilling.wa.gov.au](http://www.woodanilling.wa.gov.au)

## Road Reserves

*“Roads and railways criss-cross Western Australia, forming an interlinked network. This network, which ranges from freeways to quiet country roads and from busy passenger rail lines to long haulage routes, plays an essential role in connecting people, places and produce. The road and rail reserves also play a key role in the conservation of the State’s unique flora and fauna.*

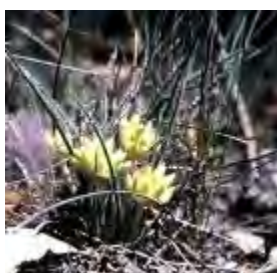
*In many parts of the south west of Western Australia, such as the Shire of Woodanilling, the majority of vegetation has been cleared for agriculture. In these landscapes, the native vegetation remaining on uncleared portions of road and rail reserves provide natural habitat for flora and fauna, serve as wildlife corridors that enable fauna to move between larger patches of remnant vegetation, and provide essential habitat for Declared Rare Flora.*

*The majority of road and rail reserves, however, are only narrow strips of vegetation which makes them particularly vulnerable to degradation. Thus, actions in these reserves are important, as this will determine the longevity and function of the vegetation. These actions include how we use and manage fire.*

*In Australia, some ecosystems have evolved to survive fire and some plants may even require fires to regenerate. However, fire can have both strong negative and positive impacts on natural populations of both flora and fauna, and thus careful management is required.”<sup>50</sup>*

## Flora

Threatened flora found within the Shire of Woodanilling includes:



*Conostylis setigera subsp. dasys* Hopper



*Caladenia luteola* Hopper & A.P.Br.



*Jacksonia velveta* Chappill



*Verticordia fimbrialepis* Turcz.  
subsp. *fimbrialepis*<sup>51</sup>

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<sup>50</sup> Website: [https://www.dpaw.wa.gov.au/images/documents/conservation-management/off-road-conservation/rcc/rcc\\_fire\\_guidelines.pdf](https://www.dpaw.wa.gov.au/images/documents/conservation-management/off-road-conservation/rcc/rcc_fire_guidelines.pdf)

<sup>51</sup> Website: Flora Database <https://florabase.dpaw.wa.gov.au>





*Adenanthos pungens subsp.  
effusus E.C.Nelson*

Figure 13 – Declared Rare Flora, Florabase <sup>52</sup>

Woodanilling is also home to a further six (6) species designated **Priority 1 Flora**, all of which are native to Western Australia:

- *Schoenus sp. Beaufort*
- *Leucopogon ozothamnoides*
- *Hemigenia rigida Benth.*
- *Thomasia sp. Arthur River*
- *Calandrinia sp. Piawaning*
- *Banksia lepidorhiza*

A Flora Road is one which has special conservation value because of the vegetation contained within the road reserve and would therefore reflect environmental significance for any Shire. Flora Roads also provide important habitat for fauna. There are currently three (3) registered Flora Roads in the Shire of Woodanilling, these are:

1. **Link Road.**
2. **River Road**
3. **Robinson Road West** <sup>53</sup>

Fire management in road and rail reserves present a challenge in balancing the risk from fire to adjoining life and property with the biodiversity values of the native vegetation. <sup>54</sup> As road reserves are considered a potential ignition source they are a focus of mitigation treatments and care needs to be taken during treatment planning.

Where possible, areas of environmental significance relating to priority flora have been reflected on the BRMS. Due to the sensitive nature of information around rare flora, some discretion has been applied to the amount of information recorded so further advice will need to be sought from subject matter experts (DPAW, Landcare, Friends of the Reserve etc.) to confirm the location of environmental assets and the potential impact of both mitigation and response strategies.

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<sup>52</sup> Website: Flora Database <https://florabase.dpaw.wa.gov.au>

<sup>53</sup> Website: <https://www.dpaw.wa.gov.au/management/off-reserve-conservation/93-roadside-conservation>

<sup>54</sup> Biodiversity Conservation and Fire in Road and Rail Reserves: Management Guidelines, March 2011



## Fauna

The *Wildlife Conservation Act 1950* provides for native fauna (and flora) to be protected where they are under an identifiable threat of extinction and, as such, are considered to be "threatened". Based upon data from DPAW, fourteen (14) species of threatened and priority fauna have been recorded or sighted throughout the Shire of Woodanilling, these are listed below.<sup>55</sup>

- Birds
  - Carnaby's Cockatoo - *Calyptorhynchus latirostris*
  - Hooded Plover - *Charadrius rubricollis*
  - Peregrine Falcon - *Falco peregrinus*
  - Australian Peregrine Falcon - *Falco peregrinus subsp. macropus*
  - Western Rosella - *Platycercus icterotis subsp. Xanthogenys*
- Mammals
  - Woylie, Brush-tailed Bettong - *Bettongia penicillata subsp. ogilbyi*
  - Western Quoll - *Dasyurus geoffroii* (Chuditch)
  - Southern Brown Bandicoot - *Isodon obesulus subsp. fusciventer*
  - Tammar - *Macropus eugenii subsp. derbianus*
  - Western Brush Wallaby - *Macropus irma*
  - Numbat - *Myrmecobius fasciatus*
  - Red-tailed Phascogale - *Phascogale calura*
  - Southern Brush-tailed Phascogale *Phascogale tapoatafa subsp. Tapoatafa*
- Reptiles
  - Carpet Python - *Morelia spilota subsp. Imbricate*<sup>56</sup>



Figure 14 – Red Tailed Phascogale<sup>57</sup>

The Red Tailed Phascogale is an endangered marsupial that is now largely confined to the Southern Wheatbelt of Western Australia with a healthier population found in the Woodanilling Shire. It is possum-like in its habits, feeding and sheltering in trees. It favours mature wandoo and rock oak habitat, but may be found in other types of woodland such as the abundant sheoak found in the area. Most of its remaining habitat has been severely fragmented by agriculture.

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<sup>55</sup> Website: <https://naturemap.dpaw.wa.gov.au/>

<sup>56</sup> Source: *Survey of Roadside Conservation Values in the Shire of Woodanilling*

<sup>57</sup> Website: <http://www.wagin.wa.gov.au/red-tailed-phascogale.aspx>

Mating occurs between May to July, with babies born around August meaning that babies are yet to be weaned during the periods most suited to the majority of treatments. The breeding cycle of the Phascogale may restrict the period in which prescribed burns can be undertaken due to the need to ensure nests are not disturbed during the breeding season. Recent studies have also shown that frequent burning can remove mature-age vegetation which the species occupies.<sup>58</sup> When determining treatment options in areas likely to be inhabited by the Phascogale, consideration must be given to ensure minimal disruption.

### 3.2.4 Bushfire Frequency and Causes of Ignition

DFES records show that from 01/01/2007 – 31/12/2016, a total of 36 landscape (bush) fire incidents were reported in the Shire of Woodanilling, approximately 4 per year. 50% of reported fires covered an area greater than 1 hectare. The cause of ignition was predominantly as a result of weather conditions reflecting 39% of the reported fires. The ignition factor was unable to be determined in 14% of the reported fires. 14% of reported fires were attributed to vehicles or electrical faults.

Note: As detailed in **Section 3.1.3**, anecdotal evidence would suggest that not all fires in the region are reported and therefore will not be reflected in these statistics.

Table 5: Reported Landscape Fires in the Shire of Woodanilling 2007 – 2016<sup>59</sup>

Number of Reported Landscape Fires	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Total
Fire - Landscape	2	2	4	2	1	4	3	7	9	2	36

Table 6: Size of Reported Landscape Fires in the Shire of Woodanilling 2007 – 2016<sup>60</sup>

Number of Landscape Fires breakdown by Size	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Total
Greater than 1 Hectare	2	1	4	1	1	3	1	0	4	1	18
Less than or equal to 1 Hectare	0	1	0	1	0	1	2	7	5	1	18
Total	2	2	4	2	1	4	3	7	9	2	36

### Vehicle Movement Bans

Harvest and Vehicle Movement Bans may be issued as a result of the risk posed by agricultural practices during severe weather events.

Harvest and Vehicle Movement Bans are issued by the Chief Bushfire Control Officer (CBFCO), as the Local Government representative in consultation with relevant stakeholders. A Harvest and Vehicle Movement Ban is a ban that individual local governments are responsible for issuing under the *Bush Fires Regulations 1954 Section 38A, and/or Section 24C*. Local government can impose the ban when their CBFCO is of the opinion that the use of engines, vehicles, plant or machinery during the prohibited burning times or the restricted burning times (or both) is likely to cause a fire or contribute to the spread of a bushfire.

<sup>58</sup> Website: [www.dpaw.wa.gov.au/images/documents/plants-animals/animals/animal\\_profiles/red-tailed-phascogale](http://www.dpaw.wa.gov.au/images/documents/plants-animals/animals/animal_profiles/red-tailed-phascogale)

<sup>59</sup> Source: Department of Fire and Emergency Services

<sup>60</sup> Source: Department of Fire and Emergency Services

A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government should weather conditions change.

Whilst detailed records have not been kept for Vehicle Movement Bans within the Shire, it is believed that on average, five (5) Harvest and Vehicle Movement Bans are issued annually.<sup>61</sup>

### Total Fire Bans

A Total Fire Ban (TFB) is declared because of extreme weather conditions or when widespread fires are seriously stretching firefighting resources. A TFB is declared by DFES following consultation with local governments. TFB's apply to whole of local government boundaries and will often apply to more than one LG area.

A total of fourteen (14) Total Fire Bans, impacting the Shire of Woodanilling, were declared over the period 2011 – 2016 as follows:

Table 7: Total Fire Bans Declared in the Shire of Woodanilling between 2011-2016<sup>62</sup>

Shire	Declarations 2011	Declarations 2012	Declarations 2013	Declarations 2014	Declarations 2015	Declarations 2016
Woodanilling	0	1	1	1	10	1

### Response Capacity

The community of Woodanilling has a strong '*Emergency Services*' volunteering culture however, consistent with State trends, this number is on the decline. Currently, as at April 2017, there were 104 registered volunteers in the Shire of Woodanilling. 17.5% of current volunteers are female. 44% (both males and females) of volunteers are aged between 46 – 60yrs with 22.5% aged between 16 – 45 yrs. The age demographics of the Emergency Service Volunteers highlights the need for a considered approach to succession planning.

The figures above however do not reflect the many farmer response personnel, sometimes referred to as 'spontaneous volunteers', who are not officially registered as Emergency Services (ES) Volunteers, but spring into action upon the first sight or smell of smoke. In line with the Shire's demographics, it is expected that the majority of registered ES Volunteers are farmers.

Together with the additional farmer response personnel this has inherent benefits including:

- Access to mobile fire units
- Bushfire fighting skills and knowledge
- Familiarity with the terrain, tracks, landmarks, landowners etc.

The high reliance upon farmers for response can become an issue at the completion of harvest. The local agricultural industry peaks in late October through to late December with the curing of crops and harvesting. Following this many farmers take their annual leave which often involves leaving the Shire with their families. The consequence of this is the potential for fewer resources

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<sup>61</sup> Source: Shire of Woodanilling, Community Emergency Services Manager, May 2017

<sup>62</sup> Source: Department of Fire and Emergency Services

being available for observing and reporting bushfires and possibly reduced response and suppression capability during the critical summer months.

**Table 8: Emergency Services Volunteer Brigades within the Shire of Woodanilling as at May 2017** <sup>63</sup>

Local Government Volunteer Summary Count for  <b>WOODANILLING (S)</b>  Printed: 19/05/2017
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Brigade N°	Brigade Name	Volunteers
6039	BEAUFORT RIVER BFB	5
6081	BOYERINE/WESTWOOD BFB	14
6130	CARTMETICUP BFB	46
6254	GLENCOE BFB	6
6337	KENMARE BFB	11
6682	WOODANILLING CENTRAL BFB	22
<b>TOTALS</b>		<b>104</b>

Of the six Brigades in the Shire, all but the Woodanilling Central Brigade are classified as 'Farmer Response Brigades' meaning that they do not have their own issued fire appliance, rather relying upon privately owned 'farmer response' firefighting units. Woodanilling Central Brigade has been assigned a Rural Tanker.

**Table 9: Emergency Services & Volunteer Appliances within the Shire of Woodanilling as at May 2017** <sup>64</sup>

Resource Name	Resource Type
Shire of Woodanilling FCO Vehicle	Car
Shire of Woodanilling Grader	Grader
Shire of Woodanilling Grader	Grader
Shire of Woodanilling Water Carrier	Water Carrier – 1000 Ltr
Woodanilling Central BFB	4.4 Rural

In addition to the registered firefighting appliances detailed above, most farmers have private firefighting units including decommissioned DFES appliances. Farmer response units within the Shire are seen as a critical resource as they are the mainstay of the Shire's response capacity.

<sup>63</sup> Source: Department of Fire and Emergency Services

<sup>64</sup> Source: Department of Fire and Emergency Services

## 4. Asset Identification and Risk Assessment

The following sections of the BRM Plan detail the application of the risk assessment model in the context of bushfire risk management.

### 4.1 Planning Areas

The Shire of Woodanilling has been divided into three planning areas: Woodanilling West, Woodanilling Central and Woodanilling East. Attached at **Appendix 5** is a map showing the boundaries of the planning areas identified within the Shire of Woodanilling.

#### 4.1.1 Priorities for Asset Identification and Assessment

The *Planning Area Assessment Tool* was applied to each planning area to determine the priorities for asset identification and assessment. Using the tool, each planning area was rated against six risk factors, with the highest scoring planning area being the first priority for asset identification and risk assessment.

Assets were identified and assessed in each planning area, based on the results of the planning area assessment outlined in the following table.

Table 10 – Planning Area Assessment Summary

Risk Factor	Woodanilling West	Woodanilling Central	Woodanilling East
1. % of LG Population in Planning Area	20	320	20
2. Fuel Structures	40	40	40
3. Assets	20	60	20
4. Rural Urban Interface	20	60	20
5. Suppression response times	40	20	40
6. Suppression strategies	60	40	60
<b>TOTAL</b>	200	540	200
<b>PRIORITY</b>	2/3	1	2/3

### 4.2 Asset Identification

Asset identification and risk assessment has been conducted at the local level using the methodology described in the Guidelines. Identified assets have been mapped, recorded and assessed in the Bushfire Risk Management System (BRMS). Identified assets are categorised as follows:



- Human Settlement
- Economic
- Cultural
- Environmental

A detailed description of each category, including subcategories can be found at **Appendix 6**.

### 4.3 Assessment of Bushfire Risk

Risk assessments have been undertaken for each asset or group of assets identified using the methodology described in the Guidelines.

The percentage of assets within the local government in each asset category at the time of BRM Plan endorsement is shown in the following table.

**Table 11 – Asset Category Proportions**

Asset category	Proportion of identified assets
<b>Human Settlement</b>	89.4%
<b>Economic</b>	6.7%
<b>Environmental</b>	0.6%
<b>Cultural</b>	3.3%

#### 4.3.1 Likelihood Assessment

Likelihood is described as the chance of a bushfire igniting, spreading and reaching an asset. The approach used to determine the likelihood rating is **the same for each asset category**: Human Settlement, Economic, Environmental and Cultural.

There are four possible likelihood ratings: almost certain, likely, possible, and unlikely.

**Table 12 – Likelihood Ratings**

Likelihood Rating	Description
<b>Almost Certain (Sure to Happen)</b>	<ul style="list-style-type: none"> <li>• Is expected to occur in most circumstances;</li> <li>• High level of recorded incidents and/or strong anecdotal evidence; and/or</li> <li>• Strong likelihood the event will recur; and/or</li> <li>• Great opportunity, reason or means to occur;</li> <li>• May occur more than once in 5 years.</li> </ul>
<b>Likely (Probable)</b>	<ul style="list-style-type: none"> <li>• Regular recorded incidents and strong anecdotal evidence; and /or</li> <li>• Considerable opportunity, reason or means to occur;</li> <li>• May occur at least once in 5 years.</li> </ul>

Likelihood Rating	Description
<b>Possible (feasible but &lt; probable)</b>	<ul style="list-style-type: none"> <li>• Should occur at some stage; and/or</li> <li>• Few, infrequent, random recorded incidents or little anecdotal evidence; and/or</li> <li>• Some opportunity, reason or means to occur.</li> </ul>
<b>Unlikely (Improbable, not likely)</b>	<ul style="list-style-type: none"> <li>• Would only occur under exceptional circumstances.</li> </ul>

#### 4.3.2 Consequence Assessment

Consequence is described as the outcome or impact of a bushfire event. The approach used to determine the consequence rating is **different for each asset category**: Human Settlement, Economic, Environmental and Cultural.

There are four possible consequence ratings:

- minor
- moderate,
- major
- catastrophic

An explanation of each of these ratings can be found at **Appendix 7**.

The methodology used to determine the consequence rating for each asset category is based on the following:

- Human Settlement Assets - Consequence Rating  
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the threat posed by the hazard vegetation and the vulnerability of the asset.
- Economic Assets - Consequence Rating  
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the level of economic impact and the recovery costs.
- Environmental Assets - Consequence Rating  
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the vulnerability of the asset and the potential impact of a bushfire or fire regime.
- Cultural Assets - Consequence Rating  
The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the threat posed by the hazard vegetation and the vulnerability of the asset.

## Determining Bushfire Threat

The level of bushfire threat for human settlement and cultural assets is determined using a quantified bushfire threat assessment model.<sup>65</sup> The model is based on the methodology set out in *AS3959-2009 Construction of buildings in bushfire prone areas* that is used to undertake a Bushfire Attack Level (BAL) assessment. The threat assessment is used to measure the severity of an asset's potential exposure to ember attack, radiant heat and direct flame contact.

Criteria applied when undertaking the bushfire threat assessment is as follows:

- Assessment in the context of Fire Danger Index (FDI) 80.** - The fire danger index reflects the chance of a fire starting, its rate of spread, its intensity and the difficulty of its suppression, according to various combinations of air temperature, relative humidity, wind speed and both the long and short term drought effects. The asset assessment is to be in the context of possible fire runs in weather conditions of FDI 80 reflecting an 'Extreme' fire danger rating. The higher the rating, the less chance of controlling a fire until weather conditions improve. From the FDI predictions can be made regarding a fire's rate of spread, intensity and the potential for various suppression tactics to succeed. The FDI is the basis for determining the Fire Danger Rating, shown below, which is a scale developed to assist communities to better understand information about fire danger.<sup>66</sup>

FIRE DANGER RATING	WHAT DOES IT MEAN?	WHAT SHOULD I DO?
<b>CATASTROPHIC</b> 100+	<ul style="list-style-type: none"> <li>These are the worst conditions for a bush or grass fire</li> <li>If a fire starts and takes hold, it will be extremely difficult to control and will take significant firefighting resources and cooler conditions to bring it under control</li> </ul>	<ul style="list-style-type: none"> <li>Spot fires will start well ahead of the main fire and cause rapid spread of the fire. Embers will come from many directions</li> <li>Homes are not designed or constructed to withstand fires in these conditions</li> <li>The only safe place to be is away from bushfire risk areas.</li> </ul> <p><b>YOU NEED TO ACT NOW</b></p> <ul style="list-style-type: none"> <li>Put your survival first and leave bushfire risk areas the night before or early in the day – this is your best option</li> <li>Act immediately – do not wait and see: <ul style="list-style-type: none"> <li>leave now</li> <li>avoid forested areas, thick bush or long, dry grass</li> <li>take shelter if you cannot leave</li> </ul> </li> </ul>
<b>EXTREME</b> 75-99	<ul style="list-style-type: none"> <li>These are very hot, dry and windy conditions for a bush or grass fire</li> <li>If a fire starts and takes hold, it will be unpredictable, move very fast and difficult for firefighters to bring under control</li> </ul>	<ul style="list-style-type: none"> <li>Homes that are prepared to the highest level, have been constructed to bushfire protection levels and are actively defended may provide safety</li> <li>You must be physically and mentally prepared to defend in these conditions</li> <li>The only safe place to be is away from bushfire risk areas.</li> </ul> <p><b>YOU NEED TO GET READY TO ACT</b></p> <ul style="list-style-type: none"> <li>Only stay with your property if you are prepared to the highest level. This means your home needs to have been constructed to bushfire protection levels eg. enclosed eaves, covers over external air conditioners, metal flyscreens etc</li> <li>You must be well prepared and able to actively defend your home if a fire starts. This means you have the right equipment and resources to put out fires around your home eg. enough water supply, petrol/diesel portable pump, generator, protective clothing etc</li> <li>If you are not prepared to the highest level, leaving bushfire risk areas early in the day is your safest option.</li> </ul>
<b>SEVERE</b> 50-74	<ul style="list-style-type: none"> <li>Spot fires will start and move quickly. Embers may come from many directions</li> </ul>	
<b>VERY HIGH</b> 32-49	<ul style="list-style-type: none"> <li>These are hot, dry and possibly windy conditions for a bush or grass fire</li> <li>If a fire starts and takes hold, it may be hard for firefighters to control</li> </ul>	<ul style="list-style-type: none"> <li>Well prepared homes that are actively defended can provide safety</li> <li>You must be physically and mentally prepared to defend in these conditions.</li> </ul> <p><b>YOU NEED TO BE AWARE</b></p> <ul style="list-style-type: none"> <li>Well prepared homes that are actively defended can provide safety. This means you have the right equipment and resources to put out fires around your home eg. enough water supply, petrol/diesel portable pump, generator, protective clothing etc.</li> </ul>
<b>HIGH</b> 12-31	<ul style="list-style-type: none"> <li>If a fire starts, it is likely to be controlled in these conditions and homes can provide safety</li> </ul>	<ul style="list-style-type: none"> <li>Controlled burning may occur in these conditions if it is safe – check to see if permits apply.</li> </ul>
<b>LOW-MODERATE</b> 0-11	<ul style="list-style-type: none"> <li>Be aware of how fires can start and reduce the risk</li> </ul>	<ul style="list-style-type: none"> <li>Check your bushfire survival plan</li> <li>Monitor conditions</li> <li>Action may be needed</li> <li>Leave if necessary</li> </ul>

Figure 15 – Fire Danger Ratings<sup>67</sup>

<sup>65</sup> Source: *WA Guidelines for Preparing a Bushfire Risk Management Plan (2015)*

<sup>66</sup> Source: *Department of Fire and Emergency Services*

<sup>67</sup> Source: *Department of Fire and Emergency Services*

- **Classification of vegetation** - This is viewed out to 100 metres from the asset/s, further (150m) if classified fuels are continuous, view vegetation as if it is in its worst state or condition.
- **Fuel loads and vegetation ratings** - These are taken into account using AS3959-2009 methodology.
- **Separation Distance** - from asset/s to classified vegetation, which includes the Asset Protection Zone (20 metres) and the Hazard Separation Zone (80 metres).
- **Effective slope** - under the classified vegetation.
- **Fire spread mechanisms**
  - Ember attack – noting that over 90% of houses destroyed or damaged by bushfire are ignited by ember attack.
  - Radiant heat.
  - Direct flame contact.

### 4.3.3 Assessment of Environmental Assets

Using available biological information and fire history data, environmental assets with a known minimum fire threshold were assessed to determine if they were at risk from bushfire, within the five year life of the BRM Plan. Environmental assets that would not be adversely impacted by bushfire within the five year period have not been included and assessed in the BRM Plan. The negative impact of a fire on these assets (within the period of this BRM Plan) was determined to be minimal, and may even be of benefit to the asset and surrounding habitat.

### 4.3.4 Local Government Asset Risk Summary

A risk profile for the local government is provided in the summary table below. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed.

At the time of endorsement, **183** Shire assets have been identified as being 'at risk from bushfire'.

**Table 13 – Local Government Asset Risk Summary**

Risk Rating Asset Category	Low	Medium	High	Very High	Extreme
Human Settlement	-	5.6%	67.7%	15%	1.1%
Economic	-	3.9%	2.8%	-	-
Environmental	-	-	-	0.6%	-
Cultural	-	2.2%	1.1%	-	-

## 5. Risk Evaluation

### 5.1 Evaluating Bushfire risk

The risk rating for each asset has been assessed against the likelihood and consequence descriptions to ensure:

- The rating for each asset reflects the relative seriousness of the bushfire risk to the asset;
- Likelihood and consequence ratings assigned to each asset are appropriate; and
- Local issues have been considered.

### 5.2 Treatment Priorities

The treatment priority for each asset has been automatically assigned by BRMS, based on the asset's risk rating. Table 10 shows how likelihood and consequence combine to give the risk rating and subsequent treatment priority for an asset.

Table 14 – Treatment Priorities

Consequence Likelihood	Minor	Moderate	Major	Catastrophic
Almost certain	3D (High)	2C (Very High)	1C (Extreme)	1A (Extreme)
Likely	4C (Medium)	3A (High)	2A (Very High)	1B (Extreme)
Possible	5A (Low)	4A (Medium)	3B (High)	2B (Very High)
Unlikely	5C (Low)	5B (Low)	4B (Medium)	3C (High)

### 5.3 Risk Acceptability

Risks below a certain level were not considered to require specific treatment during the life of this BRM Plan. They will be managed by routine local government wide controls and monitored for any significant change in risk.

In most circumstances risk acceptability and treatment will be determined by the land owner, in collaboration with local government and fire agencies. However, as a general rule, the following courses of action have been adopted for each risk rating.



Table 15 – Criteria for Acceptance of Risk and Course of Action

Risk Rating	Criteria for Acceptance of Risk	Course of Action
<b>Extreme</b> (Priorities 1A, 1B, 1C)	Only acceptable with excellent controls. Urgent treatment action is required. Treatment plans to be explored and implemented.	Routine controls are not enough to adequately manage the risk. Immediate attention required as a priority. <b>Specific action is required in the first year of BRM Plan with an annual review prior to each fire season.</b>
<b>Very High</b> (Priorities 2A, 2B, 2C)	Only acceptable with excellent controls. Treatment action is required.	Routine controls are not enough to adequately manage the risk. Specific action will be required during the period covered by the BRM Plan. <b>Specific action is required in the first year of BRM Plan with a review every 2 years.</b>
<b>High</b> (Priorities 3A, 3B, 3C, 3D)	Only acceptable with adequate controls. Treatment action may be required.	Specific action may be required. Risk may be managed with routine controls and/or specific procedures and is subject to bi-annual monitoring.
<b>Medium</b> (Priorities 4A, 4B, 4C)	Acceptable with adequate controls. Treatment action is not required, but risk must be monitored regularly.	Specific action may not be required. Risk may be managed with routine controls and/or procedures and monitored as required throughout the life of the BRM Plan.
<b>Low</b> (Priorities 5A, 5B, 5C)	Acceptable with adequate controls. Treatment action is not required, but risk must be monitored.	Need for specific action is unlikely. Risk will be managed with routine controls and monitored as required.

## 6. Risk Treatment

The purpose of risk treatment is to reduce the likelihood of a bushfire occurring and/or the potential impact of a bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment.

There are many strategies available to treat bushfire risk. The treatment strategy (or combination of treatment strategies) selected will depend on the level of risk and the type of asset being treated. Not all treatment strategies will be suitable in every circumstance.

### 6.1 Local Government-Wide Controls

Local government-wide controls are activities that reduce the overall bushfire risk within the Shire of Woodanilling. These types of treatments are not linked to specific assets, and are applied across all or part of the local government as part of normal business or due to legislative requirements. The following controls are currently in place across the Shire of Woodanilling:

- *Bush Fires Act 1954* Section 33 notices, including applicable fuel management requirements, firebreak standards and annual enforcement programs;
- Declaration and management of Prohibited Burn Times, Restricted Burn Times, Total Fire Bans and Vehicle Movement Bans for the local government;
- Public education campaigns and the use of DPAW and DFES state-wide programs, tailored to suit local needs; including programs such as the State-wide arson prevention programs developed in conjunction with WA Police and DFES (*Bushfire Action Month, Are You Ready Campaign* etc);
- State planning framework and local planning schemes, implementation of appropriate land subdivision and building standards in line with DFES, Department of Planning and Building Commission policies and standards;
- Monitoring performance against the BRM Plan and reporting annually to the local government council and OBRM;
- Other practices and programs undertaken by local government or state agencies that contribute to bushfire risk management within the local government, including controls in place under state government policies, agreements or memorandums of understanding. These include:
  - Department of Parks and Wildlife Master Burn Program
  - Water Corporation Bushfire Risk Management Plan
  - Western Power annual asset inspection and vegetation management program
  - Code of Practice for Timber Plantations in Western Australia
  - Department of Education Memorandum of Understanding
  - Main Roads WA Bridge Assessment and Maintenance Works Plan

- Shire works program; and
- Other mitigation activities through grants (i.e. UCL / UMR).

A **Local Government-Wide Controls and Multi-Agency Work Plan** is attached at **Appendix 8**. The plan details work to be undertaken as a part of normal business, to improve current controls or to implement new controls to better manage bushfire risk across the local government.

## 6.2 Asset-Specific Treatment Strategies

Asset-specific treatments are implemented to protect an individual asset or group of assets, identified and assessed in the BRM Plan as being at risk from bushfire. There are six asset specific treatment strategies:

- **Fuel management** - Treatment reduces or modifies the bushfire fuel through manual, chemical and prescribed burning methods and grazing;
- **Ignition management** - Treatment aims to reduce potential human and infrastructure sources of ignition in the landscape such as management or power lines and restricting access as well as arson prevention activities and fire restrictions when camping;
- **Preparedness** - Treatments aim to improve access and water supply arrangements to assist firefighting operations such as maintaining fire access roads and firebreaks, hydrant availability and maintenance, water points and tanks, asset fire protection systems as well as training and exercising.
- **Planning** - Treatments focus on developing plans to improve the ability of community and firefighters to respond to bushfire such as identification of 'safer places', evacuation and relocation planning and the development of fire management plans; and
- **Community Engagement** - Treatments seeking to build relationships, raise awareness and change the behaviour of people exposed to bushfire risk including Prepare-Act-Survive Program, Bushfire Ready Groups, School Education Programs, targeted messaging and signage etc. Activities are targeted based upon different levels of engagement: Inform, Consult, Involve, Collaborate, Empower.
- **Other** – there may be instances when an asset specific treatment is not required or not possible. In these circumstances local government wide controls, such as planning policies and guideline, will be used to manage the risk.

## 6.3 Determining the Treatment Schedule

Efforts will be made to finalise the Treatment Schedule within six months of this BRM Plan being endorsed by council. The Treatment Schedule will be developed in broad consultation with land owners and other stakeholders.

Land owners are ultimately responsible for treatments implemented on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity.

Where agreed, another agency may manage a treatment on behalf of a land owner. However, the onus is still on the land owner to ensure treatments detailed in this BRM Plan are completed.

## **6.4 Privacy Issues and Release of Information**

Information captured through the Bushfire Risk Management System (BRMS) includes data considered 'personal' in nature including the names and addresses of landholders. There is therefore the potential for the data collected through the BRMS to be used for purposes other than bushfire risk mitigation (i.e. Insurance companies using this information to set insurance premiums). BRMS reports produced for the public domain are not to include information considered personal in nature. The Chief Executive Officer is to be consulted prior to any Bushfire Risk Management data being released to the public domain.

The Shire of Woodanilling, as a matter of course, will provide reports to stakeholders that detail the assets and treatments that the stakeholders (landowners) have responsibility for in order to actively encourage and support the implementation, monitoring and review of agreed actions.

## 7. Monitoring and Review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and valid. These processes are detailed below to ensure outcomes are achieved in accordance with the *Communication Strategy* and *Treatment Schedule*.

### 7.1 Review

A comprehensive review of this BRM Plan will be undertaken at least once every five years, from the date of council endorsement. Significant circumstances that may warrant an earlier review of the BRM Plan include:

- Changes to the BRM Plan area, organisational responsibilities or legislation;
- Changes to the bushfire risk profile of the area; or
- Following a major fire event.

### 7.2 Monitoring

BRMS will be used to monitor the risk ratings for each asset identified in the BRM Plan and record the treatments implemented. Risk ratings are reviewed on a regular basis. New assets will be added to the *Asset Risk Register* when they are identified.

The Shire of Woodanilling has determined that:

- Assets rated 'Extreme' will be re-evaluated annually, prior to the bushfire season
- Assets rated 'Very High' will be re-evaluated every second year (as a minimum)

### 7.3 Reporting

The Shire of Woodanilling will submit an annual report to OBRM each year summarising progress made towards implementation of the BRM Plan.



## 8. Glossary

Asset	A term used to describe anything of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
Asset Category	There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.
Asset Owner	The owner, occupier or custodian of the asset itself. Note: this may differ from the owner of the land the asset is located on, for example a communication tower located on leased land or private property.
Asset Register	A component within the Bushfire Risk Management System used to record the details of assets identified in the Bushfire Risk Management Plan.
Asset Risk Register	A report produced within the Bushfire Risk Management System that details the consequence, likelihood, risk rating and treatment priority for each asset identified in the Bushfire Risk Management Plan.
Bushfire	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective. <sup>68</sup>
Bushfire Management Plan	A document that sets out short, medium and long term bushfire risk management strategies for the life of a development. <sup>69</sup>
Bushfire risk management	A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.
Bushfire Threat	The threat posed by the hazard vegetation, based on the vegetation category, slope and separation distance.
Consequence	The outcome or impact of a bushfire event.
Draft Bushfire Risk Management Plan	The finalised draft Bushfire Risk Management Plan (BRM Plan) is submitted to the OBRM for review. Once the OBRM review is complete, the BRM Plan is called the 'Final BRM Plan' and can be progressed to local government council for endorsement.
Emergency Risk Management Plan	A document (developed under <i>State Emergency Management Policy 2.9</i> ) that describes how an organisation(s) intends to undertake the activities of emergency risk management based on minimising risk.

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<sup>68</sup> Australasian Fire and Emergency Service Authorities Council 2012, *AFAC Bushfire Glossary*, AFAC Limited

<sup>69</sup> Western Australian Planning Commission 2015, *State Planning Policy 3.7: Planning in Bushfire Prone Areas*, WAPC, Perth.

	These plans help inform the ongoing development of Local Emergency Management Arrangements (LEMA) and Westplans.
Geographic Information System (GIS)	A data base technology, linking any aspect of land-related information to its precise geographic location. <sup>70</sup>
Geographic Information System (GIS) Map	The mapping component of the Bushfire Risk Management System. Assets, treatments and other associated information is spatially identified, displayed and recorded within the GIS Map.
Land Owner	The owner of the land, as listed on the Certificate of Title; or leaser under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
Likelihood	The chance of something occurring. In this instance, the chance of a bushfire igniting, spreading and reaching the asset.
Locality	The officially recognised boundaries of suburbs (in cities and larger towns) and localities (outside cities and larger towns).
Planning Area	A geographic area determine by the local government which is used to provide a suitable scale for risk assessment and stakeholder engagement.
Priority	See Treatment Priority.
Recovery Cost	The capacity of an asset to recover from the impacts of a bushfire.
Responsible Person	The person responsible for planning, coordinating, implementing, evaluating and reporting on a risk treatment.
Risk acceptance	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
Risk analysis	The application of consequence and likelihood to an event in order to determine the level of risk.
Risk assessment	The systematic process of identifying, analysing and evaluating risk.
Risk evaluation	The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.
Risk identification	The process of recognising, identifying and describing risks.
Risk Manager	The organisation or individual responsible for managing a risk identified in the Bushfire Risk Management Plan; including review, monitoring and reporting.

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<sup>70</sup> Website: Landgate 2015, Glossary of terms, Landgate, Perth, [www.landgate.wa.gov.au](http://www.landgate.wa.gov.au)

Risk Register	A component within the Bushfire Risk Management System used to record, review and monitor risk assessments and treatments associated with assets recorded in the Bushfire Risk Management Plan.
Risk treatment	A process to select and implement appropriate measures undertaken to modify risk.
Rural	Any area where in residences and other developments are scattered and intermingled with forest, range, or farm land and native vegetation or cultivated crops. <sup>71</sup>
Rural Urban Interface (RUI)	The line or area where structures and other human development adjoin or overlap with undeveloped bushland. <sup>72</sup>
Slope	The angle of the ground's surface measured from the horizontal.
Tenure Blind	An approach where multiple land parcels are consider as a whole, regardless of individual ownership or management arrangements.
Treatment	An activity undertaken to modify risk, for example a prescribed burn.
Treatment Objective	The specific aim to be achieved or action to be undertaken, in order to complete the treatment. Treatment objectives should be specific and measurable.
Treatment Manager	The organisation, or individual, responsible for all aspects of a treatment listed in the Treatment Schedule of the Bushfire Risk Management Plan, including coordinating or undertaking work, monitoring, reviewing and reporting.
Treatment Priority	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset's risk rating.
Treatment Schedule	A report produced within the Bushfire Risk Management System that details the treatment priority of each asset identified in the Bushfire Risk Management Plan and the treatments scheduled.
Treatment Strategy	The broad approach that will be used to modify risk, for example fuel management.
Treatment Type	The specific treatment activity that will be implemented to modify risk, for example a prescribed burn.
Vulnerability	The susceptibility of an asset to the impacts of bushfire.

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<sup>71</sup> Australasian Fire and Emergency Service Authorities Council 2012, AFAC Bushfire Glossary, AFAC Limited

<sup>72</sup> Australasian Fire and Emergency Service Authorities Council 2012, AFAC Bushfire Glossary, AFAC Limited

## 9. Common Abbreviations

APZ	Asset Protection Zone
BFAC	Bushfire Advisory Committee
BRMB	Bushfire Risk Management Branch
BRMO	Bushfire Risk Management Officer
BRMP	Bushfire Risk Management Planning
BRM Plan	Bushfire Risk Management Plan
BRMS	Bushfire Risk Management System
BRPC	Bushfire Risk Planning Coordinator
CBFCO	Chief Bushfire Control Officer
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DPAW	Department of Parks and Wildlife
DOAC	District Operations Advisory Committee
FDR	Fire Danger Rating
FMP	Fire Management Plan
GIS	Geographic Information System
HSZ	Hazard Separation Zone
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LG	Local Government
LMZ	Land Management Zone
OBRM	Office of Bushfire Risk Management
OEM	Office of Emergency Management
SEMC	State Emergency Management Committee
SLIP	Shared Land Information Platform

UCL	Unallocated Crown Land
UMR	Unmanaged Reserves
WAPC	Western Australian Planning Commission



## 10. Appendices

Appendix 1 – Legislation, Policy and Standards

Appendix 2 – Risk Management Process

Appendix 3 – Communications Strategy

Appendix 4 – Shire of Woodanilling Organisational Structure

Appendix 5 – Planning Area Map

Appendix 6 – Asset Categories and Sub Categories

Appendix 7 – Consequence Rating

Appendix 8 – Local Government-Wide Controls and Multi-Agency Work Plans

## **Appendix 1 – Legislation, Policy and Standards**

### **1.3.1 Legislation**

- Bush Fires Act 1954
- Emergency Management Act 2005
- Fire Brigades Act 1942
- Fire and Emergency Service Act 1998
- Conservation and Land Management Act 1984
- Environmental Protection Act 1986
- Environmental Protection and Biodiversity Conservation Act 1999
- Wildlife Conservation Act 1950
- Aboriginal Heritage Act 1972
- Metropolitan Water Supply, Sewerage and Drainage Act 1909
- Country Areas Water Supply Act 1947
- Building Act 2011
- Bush Fires Regulations 1954
- Emergency Management Regulations 2006
- Planning and Development (Local Planning Scheme) Regulations 2015

### **1.3.2 Policies, Guidelines and Standards**

- National Emergency Risk Assessment Guidelines (NERAG) (Second Edition 2015)
- State Emergency Management Policy 2.5 – Local Arrangements
- State Emergency Management Policy 3.2 – Emergency Risk Management Planning
- State Emergency Management Prevention Procedure 1 – Emergency Risk Management Planning
- State Emergency Management Preparedness Procedure 7 – Local Emergency Management Committee (LEMC)
- State Emergency Management Preparedness Procedure 8 – Local Emergency Management Arrangements
- State Hazard Plan for Fire (Westplan Fire)
- State Planning Policy 3.7: Planning in Bushfire Prone Areas
- State Planning Policy 3.4: Natural Hazards and Disaster
- Guidelines for Planning in Bushfire Prone Areas (2015)
- Western Australian Emergency Risk Management 2015
- A Guide to the Use of Pesticides in Western Australia (Dept. of Health 2010)
- Guidelines for Plantation Fire Protection (DFES 2011)
- Firebreak Location, Construction and Maintenance Guidelines (DFES)
- Bushfire Risk Management Planning – Guidelines for preparing a Bushfire Risk Management Plan (2015)
- AS/NZS ISO 31000:2009 - Risk management – Principles and guidelines
- AS 3959-2009 Construction of buildings in bushfire-prone areas
- Building Protection Zone Standards (DFES)

### **1.3.3 Shire of Woodanilling References**

- Woodanilling Corporate Business Plan 2013
- Woodanilling Strategic Community Plan 2013
- Woodanilling Policy Manual

- Woodanilling Townsite Fire Management Plan 2013
- Shire of Katanning, Woodanilling and Kent Local Emergency Management Arrangements
- Roadside Vegetation and Conservation Values in the Shire of Woodanilling, May 2013
- Shire of Woodanilling Fire Break Notice 2016/2017
- Town Planning Scheme Handbook
- Town Planning Scheme No. 1, Dec 2014
- Native Vegetation Handbook for the Shire of Woodanilling, S Grein, 1994

#### **1.3.4 Other Related Documents**

- National Strategy for Disaster Resilience
- National Statement of Capability for Fire and Emergency Services (AFAC 2015)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Dept. of Health 2007)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission 2006)
- Bushfire Risk Management Planning Handbook
- Bushfire Risk Management System (BRMS) User Guide
- Bushfire Protection Zones Standards (DFES)

## Appendix 2 – Risk Management Process Overview

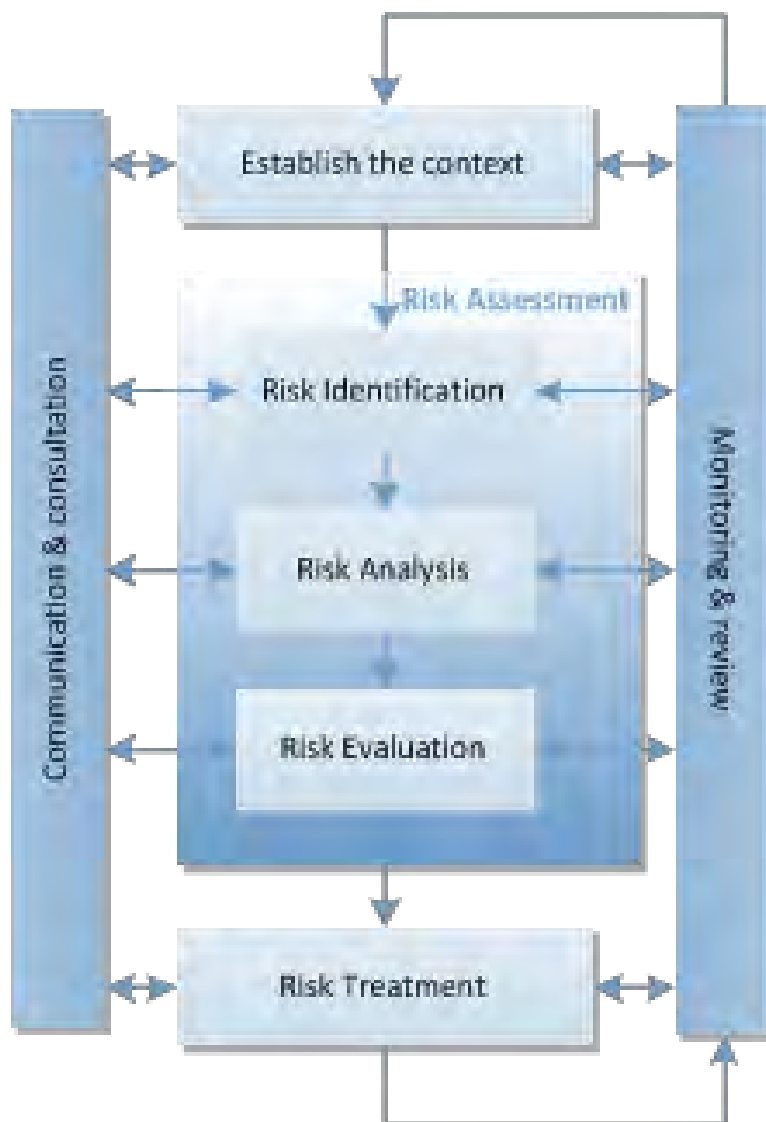


Figure 15 – Risk Management Process <sup>73</sup>

<sup>73</sup> Source: AS/NZS ISO 31000:2009, Figure 1, reproduced under SAI Global copyright Licence 1411-c083.



**Shire of Woodanilling  
Bushfire Risk Management Plan  
Communication Strategy**

### Document Control

<b>Document Name</b>	<b>Bushfire Risk Management Plan Communications Strategy</b>	<b>Current Version</b>	<b>2.0</b>
<b>Document Owner</b>	Shire of Woodanilling	<b>Issue Date</b>	16/06/2017
<b>Document Location</b>	Shire Office	<b>Next Review Date</b>	16/06/2022

### Related Documents

<b>Title</b>	<b>Version</b>	<b>Date</b>
<b>Shire of Woodanilling Bushfire Risk Management Plan</b>	2.0	

### Amendment List




## 1 INTRODUCTION

A Bushfire Risk Management Plan (BRM Plan) is a strategic document that outlines the approach to the identification, assessment and treatment of assets exposed to bushfire risk within the Shire of Woodanilling. This Communication Strategy accompanies the BRM Plan for the Shire of Woodanilling. It documents the communication objectives for the BRM Plan, roles and responsibilities for communication, key stakeholders, target audiences and key messages at each project stage, communication risks and strategies for their management, and communication monitoring and evaluation procedures.

## 2 COMMUNICATIONS OVERVIEW

### **Communication Objectives:**

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Woodanilling are as follows:

1. Key stakeholders understand the purpose of the BRM Plan and their role in the bushfire risk management planning process.
2. Stakeholders who are essential to the bushfire risk management planning process, or can supply required information, are identified and engaged in a timely and effective manner.
3. Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
4. Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government area.
5. The community and other stakeholders engage with the bushfire risk management planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

### **Communication Roles and Responsibilities**

The Shire of Woodanilling is responsible for the development, implementation and review of the Communication Strategy. Key stakeholders support local government by participating in the development and implementation of the Communications Strategy as appropriate. An overview of communication roles and responsibilities follows:

- Shire of Woodanilling CEO, or nominee, is responsible for:
  - endorsement of the BRM Plan Communications Strategy.
  - external communication with the local government area.
  - operational-level communication between the Shire and the Department of Fire and Emergency Services.

## Key Stakeholders for Communication

The following table identifies key stakeholders in bushfire risk management planning. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

Stakeholder	Role or interest	Level of impact of outcomes	Level of engagement
<b>Shire of Woodanilling</b>	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	High	Inform, consult, involve, collaborate and empower
<b>Department of Fire and Emergency Services</b>	Significant role in plan and treatment development, implementation and review. Support role in treatment Implementation.	High	Inform, consult, involve and collaborate
<b>Office of Bushfire Risk Management</b>	Significant role in plan development and review.	Medium	Inform, consult and collaborate
<b>Department of Parks and Wildlife</b>	Significant role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	High	Inform, consult, involve, collaborate and empower
<b>Forest Products Commission</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager.	Medium	Inform, consult, involve, collaborate and empower
<b>Main Roads WA</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager Critical infrastructure interest.	High	Inform, consult, involve, collaborate and empower
<b>Telstra</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
<b>Department of Lands, LandCorp &amp; Landgate</b>	Role in plan and treatment development, implementation and review	Low	Inform, consult, involve, collaborate and empower
<b>Water Corporation &amp; Department of Water</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
<b>Department of Education</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
<b>Private Land Owners</b>	Role in plan and treatment development, implementation and review. May have responsibilities for treatments as land owners/managers	High	Inform, consult, involve, collaborate and empower
<b>Western Power</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Medium	Inform, consult, involve, collaborate and empower
<b>Rail</b>	Role in plan and treatment development, implementation and review. Responsible for treatments as a land owner/manager. Critical infrastructure interest.	Low	Inform, consult, involve, collaborate and empower

<b>Chief Bushfire Control Officer</b>	Significant role in plan and treatment development, implementation and review.	High	Inform, consult, involve, collaborate and empower
<b>Bushfire Brigades and other Emergency Services Volunteers</b>	Significant role in plan and treatment development, implementation and review	High	Inform, consult, involve, collaborate and empower
<b>Bushfire Advisory Committee, District Operations Advisory Committee &amp; Local Emergency Management Committee</b>	Role in plan development, implementation and review	Medium	Inform, consult, involve, collaborate and empower
<b>Landcare, Friends of the Reserve</b>	Role in plan and treatment development, implementation and review	Medium	Inform, consult and involve
<b>Traditional Owners, Wagyl Kaip Regional Corporation, South West Aboriginal Land and Sea Council &amp; Department of Aboriginal Affairs</b>	Role in plan and treatment development, implementation and review	Medium	Inform, consult and involve

## Communications Plan

Timing of Communication	Stakeholder (s)	Communication Objectives (Refer to Page 5x)	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring & Evaluation Method
<b>Development of the BRM Plan</b>								
<b>Life of the Plan</b>	Shire of Woodanilling CEO, Senior Leadership Team and Council	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm accountability and responsibilities</li> <li>Input into plan and treatments</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Resource constraints could limit their ability to participate</li> </ul>	<ul style="list-style-type: none"> <li>Clarify misunderstandings and intentions of plan</li> <li>Express value of meeting</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder's willingness to participate</li> <li>Feedback on the presentation</li> </ul>
<b>Life of the Plan</b>	Shire of Woodanilling Building and Works	2,3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> <li>Phone</li> </ul>	<ul style="list-style-type: none"> <li>Input into plan and treatments</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Limited time</li> <li>Conflicting priorities</li> </ul>	<ul style="list-style-type: none"> <li>Plan meetings</li> </ul>	<ul style="list-style-type: none"> <li>Stakeholder's willingness to participate</li> <li>Contributions to treatment plan</li> </ul>
<b>Annually</b>	Bushfire Advisory Committee (BFAC) and District Operations Advisory Committee (DOAC)	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to face meeting</li> <li>Presentation</li> </ul>	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm project objectives</li> <li>Seek input into treatment plans</li> <li>Project updates</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Stakeholder's willingness to participate</li> </ul>	<ul style="list-style-type: none"> <li>Preparation</li> <li>Ensure current information on the BRM Plan Project is available</li> </ul>	<ul style="list-style-type: none"> <li>Seek feedback on the presentation and (anecdotal) community feedback</li> </ul>
<b>Quarterly</b>	Local Emergency Management Committee (LEMC)	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> <li>Presentation</li> </ul>	<ul style="list-style-type: none"> <li>Confirm project objectives</li> <li>Seek input into treatment plans</li> <li>Project updates</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Stakeholder's willingness to participate</li> </ul>	<ul style="list-style-type: none"> <li>Preparation</li> <li>Ensure current information on the BRM Plan Project is available</li> </ul>	<ul style="list-style-type: none"> <li>Feedback on the presentation</li> </ul>
<b>Quarterly or as required</b>	Chief Bushfire Control Officer (CBFCO), Bushfire Brigades, Brigade Captains	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Confirm project objectives</li> <li>Seek input into treatment plans and providing project</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time constraints</li> <li>No plan, unorganised</li> <li>Availability of</li> </ul>	<ul style="list-style-type: none"> <li>Clarify misunderstandings and intentions of plan</li> <li>Confirm benefits</li> </ul>	<ul style="list-style-type: none"> <li>Feedback</li> <li>Support for BRMP process</li> <li>Level of engagement</li> </ul>

				updates <ul style="list-style-type: none"> <li>Identify Risk and share information</li> </ul>		volunteers	<ul style="list-style-type: none"> <li>Preparation</li> <li>Ensure current information on the BRM Plan Project is available</li> </ul>	
<b>Biannually</b>	Dept of Parks and Wildlife (DPAW) and Forest Products Commission (FPC)	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to face meetings</li> <li>Email</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>Confirmation of environmental assets</li> <li>Identification of DPAW and FPC burn plans</li> <li>Confirming project objectives, seeking input into treatment plans and providing project updates</li> <li>Development of treatment options</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Resource constraints could limit their ability to participate</li> <li>Willingness to release 'confidential' data re environmental assets</li> </ul>	<ul style="list-style-type: none"> <li>Clarify misunderstandings and intentions of plan</li> <li>Provide undertakings re the release of confidential data</li> <li>Restrict release of information and document in plan</li> </ul>	<ul style="list-style-type: none"> <li>Level of engagement</li> <li>Environmental assets in BRMS</li> </ul>
<b>Annually and as required</b>	Stakeholders – Landowners / Land Managers	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meeting</li> <li>Telephone</li> <li>Presentations</li> <li>Community Engagement activities</li> </ul>	<ul style="list-style-type: none"> <li>Asset identification/confirmation</li> <li>Outline BRMP process and objectives</li> <li>Identify assets at risk</li> <li>Identify existing controls/programs</li> <li>Development of treatment options</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time constraints and travel</li> <li>Level of interest and engagements in process</li> <li>Lack of resourcing</li> </ul>	<ul style="list-style-type: none"> <li>Select appropriate channel of communication</li> <li>Prepare materials and good planning</li> <li>Communicate funding opportunities when available</li> </ul>	<ul style="list-style-type: none"> <li>Engagement and participation levels</li> <li>Feedback</li> <li>Contributions to treatment strategies</li> </ul>
<b>Annually or as required</b>	Stakeholders – Others	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meeting</li> <li>Telephone</li> <li>Presentations</li> <li>Community Engagement activities</li> </ul>	<ul style="list-style-type: none"> <li>Asset identification/confirmation</li> <li>Inform of BRMP process</li> <li>Identify assets at risk</li> <li>Identify existing controls/programs</li> <li>Development of treatment options</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time constraints and travel</li> <li>Level of interest and engagements in process</li> </ul>	<ul style="list-style-type: none"> <li>Select appropriate channel of communication</li> <li>Prepare materials</li> <li>Plan communication</li> </ul>	<ul style="list-style-type: none"> <li>Engagement and participation levels</li> <li>Feedback</li> </ul>
<b>Annually and as required</b>	Landcare	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to Face meetings</li> <li>Email</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>Confirmation of environmental assets</li> <li>Confirming project objectives</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time constraints</li> <li>Level of interest and</li> </ul>	<ul style="list-style-type: none"> <li>Select appropriate communication method</li> <li>Prepare materials</li> </ul>	<ul style="list-style-type: none"> <li>Engagement and participation levels</li> </ul>

				<ul style="list-style-type: none"> <li>Seeking input into treatment plans</li> <li>Providing project updates</li> </ul>		engagement in process	<ul style="list-style-type: none"> <li>Plan communications</li> </ul>	<ul style="list-style-type: none"> <li>Feedback</li> </ul>
<b>Annually and as required</b>	Office of Bushfire Risk Management	1 & 2	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Compliance and governance</li> <li>Plan endorsement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Government funding</li> <li>Government priorities</li> <li>Identified non compliances</li> </ul>	<ul style="list-style-type: none"> <li>Stay up to date with process improvements</li> </ul>	<ul style="list-style-type: none"> <li>Plan endorsed</li> </ul>
<b>Bi-annually and as required</b>	Dept of Fire and Emergency Services (DFES) – District/Regional Office	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>UCL/UMR planned works</li> <li>Identification of treatment strategies</li> <li>Identification of other planned works</li> <li>Sharing information</li> <li>Identifying funding opportunities</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time constraints</li> <li>Conflicting priorities</li> <li>Response obligations</li> </ul>	<ul style="list-style-type: none"> <li>Plan communications</li> <li>Share information</li> </ul>	<ul style="list-style-type: none"> <li>Other planned works identified</li> <li>Funding opportunities identified</li> <li>UCL/UMR treatments included on BRMS</li> </ul>
<b>Implementation of the BRM Plan</b>								
<b>Life of the plan</b>	Shire of Woodanilling CEO, Senior Leadership Team and Council	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm accountabilities and responsibilities.</li> <li>Progress update</li> <li>Issues identification and action planning</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time constraints</li> <li>Availability</li> <li>Lack of understanding</li> <li>Budget (for LG mitigation)</li> </ul>	<ul style="list-style-type: none"> <li>Planning and time management</li> <li>Clear purpose</li> <li>Targeted communication</li> <li>Regular updates</li> </ul>	<ul style="list-style-type: none"> <li>Feedback,</li> <li>Questions raised</li> <li>Level of support received</li> </ul>
<b>Life of the Plan</b>	Shire of Woodanilling Building and Works	1 -3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Reduction of fuel loads on LG managed lands</li> <li>Upgrades to strategic firebreaks</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Poor organisation,</li> <li>Limited time,</li> <li>Not preparing</li> <li>Poor communication from stakeholders and LG on</li> </ul>	<ul style="list-style-type: none"> <li>Clarify misunderstandings and intentions of plan</li> <li>Plan communications</li> <li>Regular updates</li> </ul>	<ul style="list-style-type: none"> <li>Treatments applied</li> <li>Positive feedback received on treatment supplied</li> <li>Risk ratings reduced</li> </ul>



						completion of works		
<b>Life of the Plan</b>	LEMC, BFAC & DOAC, CBFCO, CAPTS	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>Report on progress to plan</li> <li>Report issues/constraints</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Availability</li> <li>Time</li> <li>'Buy in'</li> </ul>	<ul style="list-style-type: none"> <li>Collate data and report on success to plan</li> <li>Compliance to plan</li> <li>Keep informed</li> </ul>	<ul style="list-style-type: none"> <li>Feedback received</li> <li>Level of engagement</li> <li>Issues identified and addressed</li> </ul>
<b>Life of the Plan</b>	Stakeholders – Landowners / Land Managers	1 – 3 & 5	<ul style="list-style-type: none"> <li>Email</li> <li>Face to face meetings</li> <li>Presentations</li> <li>Community Engagement</li> </ul>	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm accountability and responsibility</li> <li>Status and progress of plan</li> <li>Treatment status, gaps and issues to be addressed</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Availability</li> <li>Time</li> <li>Loss of commitment</li> <li>Access to treatment resources</li> <li>Funding</li> </ul>	<ul style="list-style-type: none"> <li>Planned sharing of information</li> <li>Negotiations conducted</li> <li>Communicate funding opportunities when available</li> </ul>	<ul style="list-style-type: none"> <li>Feedback</li> <li>Commitment to implement agreed controls</li> <li>Highly engaged</li> <li>Treatments being completed</li> <li>Risk ratings reduced</li> </ul>
<b>Life of the Plan</b>	Stakeholders – Others	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to face</li> <li>Presentations</li> <li>Community Engagement</li> <li>Telephone</li> <li>Email</li> </ul>	<ul style="list-style-type: none"> <li>Inform and consult</li> <li>Confirm accountability and responsibility</li> <li>Status and progress of plan</li> <li>Treatment status</li> <li>Gaps and issues to be addressed</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Availability</li> <li>Time</li> <li>Loss of commitment</li> </ul>	<ul style="list-style-type: none"> <li>Planned sharing of information</li> <li>Negotiations conducted</li> <li>Communicate funding opportunities when available</li> </ul>	<ul style="list-style-type: none"> <li>Feedback</li> <li>Commitment to implement agreed controls</li> <li>Highly engaged</li> <li>Treatments being completed</li> </ul>
<b>Life of the Plan</b>	OBRM, DFES District / Regional Office	1 – 3 & 5	<ul style="list-style-type: none"> <li>Face to face meetings</li> <li>Email</li> <li>Telephone</li> </ul>	<ul style="list-style-type: none"> <li>UCL/UMR Management</li> <li>Status and progress of plan</li> <li>Treatment status, gaps and issues to be addressed</li> <li>Continuous</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>Time</li> <li>Conflicting priorities</li> </ul>	<ul style="list-style-type: none"> <li>Schedule communication opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Planned works identified</li> <li>Improvements identified and implemented</li> <li>Issues addressed</li> </ul>

				improvement <ul style="list-style-type: none"> <li>• Information sharing</li> <li>• Identification of other planned works</li> <li>• Identification of funding opportunities</li> </ul>				
<b>Review of the BRM Plan</b>								
<b>Annually</b>	Shire of Woodanilling CEO and Councillors	4, 5	<ul style="list-style-type: none"> <li>• Email</li> <li>• Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Governance and compliance</li> <li>• Review, monitoring and reporting to Council</li> <li>• Status update</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Poor reporting and recording of information</li> <li>• Review not completed by OBRM</li> </ul>	<ul style="list-style-type: none"> <li>• BRPC &amp; BRMO to record data and information appropriately</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback received</li> <li>• Planned works completed</li> <li>• Reporting &amp; Statistics</li> <li>• Risk ratings reduced</li> </ul>
<b>5 Yearly (Shire, DFES and OBRM)</b>	OBRM & LG Council	4, 5	<ul style="list-style-type: none"> <li>• Email</li> <li>• Face to face meetings</li> <li>• Telephone</li> </ul>	<ul style="list-style-type: none"> <li>• Governance and compliance</li> <li>• Review, monitoring and reporting</li> <li>• Future planning</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Poor reporting and recording of information</li> <li>• Review not completed by OBRM</li> </ul>	<ul style="list-style-type: none"> <li>• BRPC &amp; BRMO to record data and information appropriately</li> <li>• Endorsed by OBRM</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback received</li> <li>• Planned works completed</li> <li>• Reporting &amp; Statistics</li> <li>• Risk ratings reduced</li> </ul>
<b>Quarterly and as required</b>	Shire of Woodanilling – Building and Works	4, 5	<ul style="list-style-type: none"> <li>• Face to face meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Report on actions and status of BRM Plan</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Time</li> <li>• Availability</li> <li>• Conflicting priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Plan Communication</li> <li>• Discuss with Shire Leadership Team</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on work completed</li> <li>• Risk ratings reduced</li> <li>• Improvements identified and implemented</li> </ul>
<b>Biannually and as required</b>	DFES Regional / District Office	4, 5	<ul style="list-style-type: none"> <li>• Face to face meetings</li> <li>• Email</li> <li>• Telephone</li> </ul>	<ul style="list-style-type: none"> <li>• Report on actions and status of BRMP</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Time</li> <li>• Availability</li> <li>• Conflicting priorities</li> </ul>	<ul style="list-style-type: none"> <li>• Plan communications</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on work completed</li> <li>• Risk ratings reduced</li> <li>• Improvements</li> </ul>

								identified and implemented
<b>Annually</b>	BFAC, DOAC, LEMC, CBFCO, Captains	4, 5	<ul style="list-style-type: none"> <li>• Face to face meetings</li> <li>• Email</li> <li>• Telephone</li> <li>• Presentations</li> </ul>	<ul style="list-style-type: none"> <li>• Report on actions and status of BRMP</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Availability</li> <li>• Time</li> <li>• Conflicting priorities</li> <li>• Buy in</li> </ul>	<ul style="list-style-type: none"> <li>• Keep informed</li> <li>• Share the wins</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on work completed</li> <li>• Risk ratings reduced</li> <li>• Improvements identified and implemented</li> </ul>
<b>Annually and as required</b>	Stakeholders – Land Owners / Land Managers	4, 5	<ul style="list-style-type: none"> <li>• Face to face meetings</li> <li>• Telephone</li> <li>• Presentation</li> <li>• Community Engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Status of treatments</li> <li>• Success of treatments</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Availability</li> <li>• Time</li> <li>• Conflicting priorities</li> <li>• Buy in</li> <li>• Access to resources</li> </ul>	<ul style="list-style-type: none"> <li>• Plan communication</li> <li>• Target communication</li> <li>• Planned and prepared</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on work completed</li> <li>• Risk ratings reduced</li> <li>• Improvements identified and implemented</li> </ul>
<b>Every 2 years or as required</b>	Stakeholders – Other	4, 5	<ul style="list-style-type: none"> <li>• Face to face meetings</li> <li>• Telephone</li> <li>• Presentations</li> <li>• Community Engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Status of treatments</li> <li>• Success of treatments</li> <li>• Continuous improvement</li> </ul>	CEO or Delegate	<ul style="list-style-type: none"> <li>• Availability</li> <li>• Time</li> <li>• Conflicting priorities</li> <li>• Buy in</li> <li>• Access to resources</li> </ul>	<ul style="list-style-type: none"> <li>• Plan communication</li> <li>• Target communication</li> <li>• Planned and prepared</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback on work completed</li> <li>• Risk ratings reduced</li> <li>• Improvements identified and implemented</li> </ul>

## Appendix 4 – Shire of Woodanilling Organisational Structure

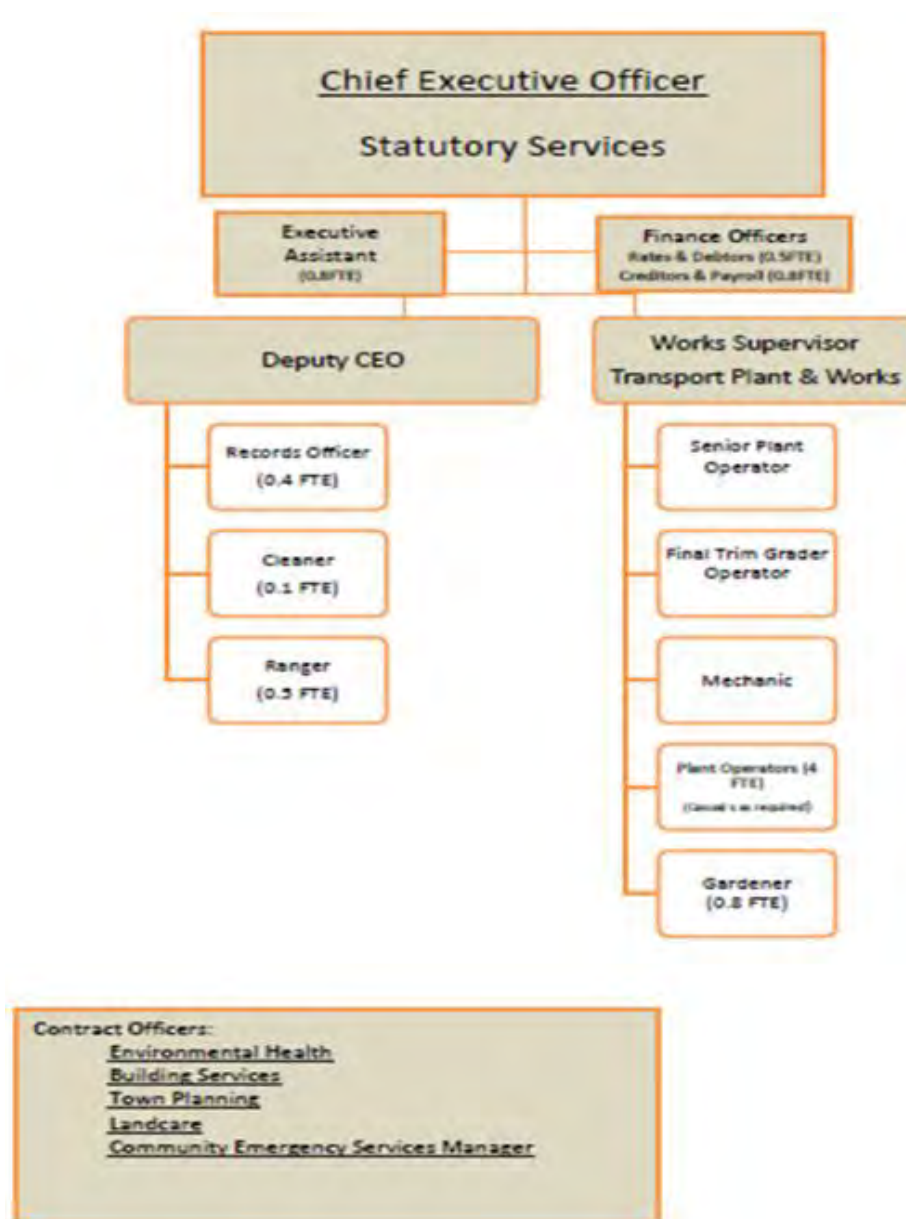


Figure 16 – Shire of Woodanilling Organisational Structure <sup>74</sup>

<sup>74</sup> Source: Shire of Woodanilling Annual Report 2015/16

## Appendix 5 – Planning Area Map <sup>75</sup>



<sup>75</sup> Source: DFES Mapping System (FESMaps)

## Appendix 6 – Asset Categories and Subcategories

Asset Category	Asset Subcategories
<b>Human Settlement</b>	<ul style="list-style-type: none"> <li>Residential areas Rural urban interface areas and rural properties.</li> <li>Places of temporary occupation Commercial, mining and industrial areas located away from towns and population centres (that is, not adjoining residential areas).</li> <li>Special risk and critical facilities Hospitals, nursing homes, schools and childcare facilities, tourist accommodation and facilities, prison and detention centres, government administration centres and depots, incident control centres, designated evacuation centres, police, fire and emergency services.</li> </ul>
<b>Economic</b>	<ul style="list-style-type: none"> <li>Agricultural Pasture, grazing, livestock, crops, viticulture, horticulture and other farming infrastructure.</li> <li>Commercial and industrial Major industry, waste treatment plants, mines, mills and processing and manufacturing facilities and cottage industry.</li> <li>Critical infrastructure Power lines and substations, water and gas pipelines, telecommunications infrastructure, railways, bridges, port facilities and waste water treatments plants.</li> <li>Tourist and recreational Tourist attractions and recreational sites that generate significant tourism and/or employment within the local area.</li> <li>Commercial forests and plantations</li> <li>Drinking water catchments</li> </ul>
<b>Environmental</b>	<ul style="list-style-type: none"> <li>Protected Rare and threatened flora and fauna, ecological communities and wetlands.</li> <li>Priority Fire sensitive species and ecological communities.</li> <li>Locally important Nature conservation and research sites, habitats, species and communities, areas of visual amenity.</li> </ul>
<b>Cultural</b>	<ul style="list-style-type: none"> <li>Aboriginal heritage Places of indigenous significance.</li> <li>Recognised heritage Assets afforded legislative protection through identification by the National Trust, State Heritage List or Local Planning Scheme Heritage List.</li> <li>Local heritage Assets identified in a Municipal Heritage Inventory or by the</li> </ul>



Asset Category	Asset Subcategories
	<p>community.</p> <ul style="list-style-type: none"> <li>• Other</li> </ul> <p>Other assets of cultural value, for example community centres and recreation facilities.</p>

## Appendix 7 – Consequence Ratings

Consequence Rating	Descriptions
<b>Minor</b>	<ul style="list-style-type: none"> <li>• No fatalities.</li> <li>• Near misses or minor injuries with first aid treatment possibly required.</li> <li>• No persons are displaced.</li> <li>• Little or no personal support (physical, mental, emotional) required.</li> <li>• Inconsequential or no damage to an asset, with little or no specific recovery efforts required beyond the immediate clean-up.</li> <li>• Inconsequential or no disruption to community.</li> <li>• Inconsequential short-term failure of infrastructure or service delivery. (Repairs occur within 1 week, service outages last less than 24 hours.)</li> <li>• Inconsequential or no financial loss. Government sector losses managed within standard financial provisions. Inconsequential business disruptions.</li> </ul>
<b>Moderate</b>	<ul style="list-style-type: none"> <li>• Isolated cases of serious injuries, but no fatalities. Some hospitalisation required, managed within normal operating capacity of health services.</li> <li>• Isolated cases of displaced persons who return within 24 hours.</li> <li>• Personal support satisfied through local arrangements.</li> <li>• Localised damage to assets that is rectified by routine arrangements.</li> <li>• Community functioning as normal with some inconvenience.</li> <li>• Isolated cases of short to mid-term failure of infrastructure and disruption to service delivery. (Repairs occur within 1 week to 2 months, service outages last less than 1 week.)</li> <li>• Local economy impacted with additional financial support required to recover. Government sector losses require activation of reserves to cover loss. Disruptions to businesses lead to isolated cases of loss of employment or business failure.</li> <li>• Isolated cases of damage to environmental or cultural assets, one-off recovery efforts required, but with no long term effects to asset.</li> </ul>
<b>Major</b>	<ul style="list-style-type: none"> <li>• Isolated cases of fatalities.</li> <li>• Multiple cases of serious injuries. Significant hospitalisation required, leading to health services being overstretched.</li> <li>• Large number of persons displaced (more than 24 hours duration).</li> <li>• Significant resources required for personal support.</li> <li>• Significant damage to assets, with ongoing recovery efforts and external resources required.</li> <li>• Community only partially functioning. Widespread inconvenience, with some services unavailable.</li> <li>• Mid to long-term failure of significant infrastructure and service</li> </ul>

Consequence Rating	Descriptions
	<p>delivery affecting large parts of the community. Initial external support required. (Repairs occur within 2 to 6 months, service outages last less than a month.)</p> <ul style="list-style-type: none"> <li>• Local or regional economy impacted for a significant period of time with significant financial assistance required. Significant disruptions across industry sectors leading to multiple business failures or loss of employment.</li> <li>• Significant damage to environmental or cultural assets that require major rehabilitation or recovery efforts.</li> <li>• Localised extinction of native species. This may range from loss of a single population to loss of all of the species within the BRM Plan area (for a species which occupies a greater range than just the BRM Plan area).</li> </ul>
<b>Catastrophic</b>	<ul style="list-style-type: none"> <li>• Multiple cases of fatalities.</li> <li>• Extensive number of severe injuries.</li> <li>• Extended and large number requiring hospitalisation, leading to health services being unable to cope.</li> <li>• Extensive displacement of persons for extended duration.</li> <li>• Extensive resources required for personal support.</li> <li>• Extensive damage to assets that will require significant ongoing recovery efforts and extensive external resources.</li> <li>• Community unable to function without significant support.</li> <li>• Long-term failure of significant infrastructure and service delivery affecting all parts of the community. Ongoing external support required. (Repairs will take longer than 6 months, service outages last more than 1 month.)</li> <li>• Regional or State economy impacted for an extended period of time with significant financial assistance required. Significant disruptions across industry sectors leading to widespread business failures or loss of employment.</li> <li>• Permanent damage to environmental or cultural assets.</li> <li>• Extinction of a native species in nature. This category is most relevant to species that are restricted to the BRM Plan area, or also occur in adjoining areas and are likely to be impacted upon by the same fire event. 'In nature' means wild specimens and does not include flora or fauna bred or kept in captivity.</li> </ul>

## Appendix 8 – Local Government-Wide Controls and Multi-Agency Work Plans

### Local Government-Wide Controls

	Control	Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments
1.	BRMP Risk Analysis	<ul style="list-style-type: none"> <li>Maintain and refine BRM Plan</li> </ul>	Shire of Woodanilling	Landowners DFES	Treatment identification and planning for all very high and extreme risk assets within the Shire.
2.	Corporate Business Plan	<ul style="list-style-type: none"> <li>As per documented actions</li> </ul>	Shire of Woodanilling		As per section 3.1.1 of the Bushfire Risk Management Plan.
3.	Shire of Woodanilling Bush Fire Notice and ( <i>Bush Fires Act 1954</i> )	<ul style="list-style-type: none"> <li>Review annual Fire Access Track Notice</li> <li>Publish annual Fire Access Track Notice</li> <li>Inspection of Fire Access Tracks</li> </ul>	Shire of Woodanilling	CBFCO, FCO, Captains and the public	<p>Published Annually.</p> <p>Inspect local properties.</p> <p>'Fire Access Track' has the same meaning as 'Fire Break', in the <i>Bush Fires Act 1954</i>.</p>
4.	Shire Prohibited and Restricted burn times and issuing of permits. ( <i>Bush Fires Act 1954</i> )	<ul style="list-style-type: none"> <li>Restricted and Prohibited Burn Times set the requirement that 'a permit to set fire to the bush' must be obtained.</li> </ul>	Shire of Woodanilling	CBFCO, Ranger, FCO's	Published Annually.
5.	Harvest and Vehicle Movement Bans	Bans imposed when the CBFCO (or nominee) is of the opinion that the use of engines, vehicles, plant or machinery is likely to	Shire of Woodanilling	CBFCO	A Harvest and Vehicle Movement Ban may be imposed for any length of time but is generally imposed for the 'heat of the day' periods and may be extended or revoked by the local government should weather conditions

Control	Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments
	cause/contribute to the spread of a bushfire.			change.
6.	Local Emergency Management Arrangements	<ul style="list-style-type: none"> <li>Emergency Management Plan</li> </ul> Shire of Woodanilling	St John WAPOL DFES SES Child Protection Education CBFCO Gt Southern DEMC OEM	Annual review of emergency plans and arrangements.
7.	Woodanilling Town Site Fire Management Plan	<ul style="list-style-type: none"> <li>Preparedness, mitigation and work conducted within the town site</li> </ul> Shire of Woodanilling	Private Landowners DFES DPAW	
8.	State Planning Policy 3.7	<ul style="list-style-type: none"> <li>Planning in Bushfire Prone Areas</li> </ul> Department of Planning	WA Planning Commission LG	Land developers are required to implement a Fire Management Plan to ensure risk is managed and other controls implemented and monitored.
9.	State-wide arson prevention program	<ul style="list-style-type: none"> <li>Education and awareness campaigns exist across the state for arson.</li> </ul> WA Police Dept of Fire and Emergency Services	LG	Participation as required. The Shire participates in campaigns for arson prevention.
10.	Bushfire Action Month	<ul style="list-style-type: none"> <li>Public preparedness and education campaign</li> </ul> Department of Fire and Emergency Services	CBFCO, FCO, Rangers and the public	During Bushfire Action Month, brigades and community groups hold a number of events across the State, to help you prepare your home and family ahead of the bushfire season. These

Control	Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments	
				events include street meets, property walk throughs and fire brigade open days where the community can speak to volunteer firefighters and <a href="#">Bushfire Ready</a> groups about how to prepare for bushfires.	
11.	Are you Ready Campaign	<ul style="list-style-type: none"><li>Community Engagement</li></ul>	WA Government	LG, CBFCO, ES Volunteers and the public	The key message of this campaign is - preparing for and responding to bushfires is a team effort and everyone needs to play their part  <a href="http://www.areyouready.wa.gov.au">www.areyouready.wa.gov.au</a>
12.	Local Planning Scheme No 2	<ul style="list-style-type: none"><li>Requirement for new developments to complete a Fire Management Plan endorsed through the Dept of Fire and Emergency Services</li></ul>	Shire of Woodanilling	DFES	Where a Fire Management Plan has been endorsed by DFES and the Shire, the affected land owners will be responsible for the ongoing implementation of the “land owners’ responsibilities” as specified in that Fire Management Plan.
13.	Town Enhancement Plan, Feb 2012	<ul style="list-style-type: none"><li>Encourage residents to tidy up flammable material and make entire properties as fire resistant as possible</li><li>Conduct whole of town fire drill and debrief</li><li>Clear potential fire fuel from railway land</li></ul>	Shire of Woodanilling		



Control		Action or Activity Description	Lead Agency	Other Stakeholder(s)	Notes and Comments
14.	Shire Policy 40	<ul style="list-style-type: none"> <li>Guidelines for Plantation Fire Protection</li> </ul>	Shire of Woodanilling		

### Multi-Agency Work Plans

•					
1.	UCL / UMR Land Management	<ul style="list-style-type: none"> <li>Preparedness, mitigation work conducted on lands owned by DoL and managed by DFES under an MOU</li> </ul>	DFES – Narrogin District Office	LG, P&W, Local Brigades	Annual funding is allocated to UCL/UMR land within gazetted boundary with priorities identified in consultation with stakeholders and managed through DFES Narrogin Office
2.	Water Corporation Bushfire Risk Management Plan	<ul style="list-style-type: none"> <li>A Bushfire Risk Management Project is under way for the Water Corp.</li> <li>Great Southern Region Annual Works Plan. Watercorp assets are managed / maintained at the regional level. Each asset has an asset no. and a management plan referred to as an SAP.*</li> <li>Watercorp has an agreement with DPAW for undertaking</li> </ul>	Water Corporation	DFES, LG, DPAW	<p>A plan is currently being developed. High risk areas are identified and treatments planned then completed. Treatments and risk assessments are available through Water Corp BRM department. Some high risk areas have been identified in the Shire to date. The Water Corp Plan will be aligned to this BRM Plan's risk treatment schedule.</p> <p>*The SAPs only address very basic maintenance (inc. firebreaks as per Firebreak notice but not fuel load management etc., however any treatments from BRMS would be put through the SAP in order to raise a works order.</p>

		<p>mitigation and land management activities on their estate.</p> <ul style="list-style-type: none"> <li>• Works include fuel load management on water reserves</li> </ul>			
3.	Western Power annual asset inspection and vegetation management program	<ul style="list-style-type: none"> <li>• Western Power Bushfire Plan</li> </ul>	Western Power	DFES, LG, DPAW	Annual vegetation management and asset inspections are completed to ensure risk is managed. Full asset inspections are completed every 4 years.
4.	Department of Parks and Wildlife Master Burn Plan	<ul style="list-style-type: none"> <li>• DPAW have a 6 season burn program that is published on their website. Yearly plans are available.</li> </ul>	Parks and Wildlife	LG, DFES, Local Brigades	The plans can be accessed via their website, by sharing shape files (GIS) and are communicated at Local BFAC, ROAC and other various meetings.
5.	Code of Practice for Timber Plantations in Western Australia	<ul style="list-style-type: none"> <li>• A fire management plan should be available for each plantation. The size of plantation compartments and firebreak specifications should comply with the Bush Fires Act (1954), the Guidelines for Plantation Fire Protection (FESA) and local government firebreak notices.</li> </ul>	Forest Products Commission	DPAW	The purpose of this Code is to provide goals and guidelines to plantation managers so that plantation operations in Western Australia are conducted in a manner that is in accordance with accepted principles for good plantation management.

6.	Dept of Education Memorandum of Understanding	<ul style="list-style-type: none"> <li>Coordination of bushfire risk management activities</li> </ul>	Dept of Fires and Emergency Services  Dept of Education	Woodanilling Primary School	<p>Including the identification and planning of treatment options for bushfire risks on DoE school sites as listed on the DoE bushfire zone register and agreed to annually by DFES and DoE.</p> <p>Woodanilling Primary School is one of the 121 schools on the State Bushfire Zone Register.</p> <p>Woodanilling Primary underwent a Bushfire Risk Assessment in 2015 and had identified treatment works completed in 2016.</p>
7.	Dept of Education – Bushfire Plan – Woodanilling Primary School	<ul style="list-style-type: none"> <li>A plan designed to assist staff to prepare for a total fire ban, catastrophic fire danger rating, or a bushfire.</li> </ul>	Dept of Education	DFES, LG	This plan was developed in accordance with the Emergency and Critical Incident Management Policy and the Principal’s Guide to Bushfire with input from local emergency management agencies.
8.	The Principal’s guide to Bushfire - Department of Education	<ul style="list-style-type: none"> <li>All schools should include their plan for dealing with bushfire as a part of their <i>Emergency and Critical Incident Management Plan</i>.</li> </ul>	Dept of Education	DFES	
9.	MRWA Bridge assessment & maintenance works plan	<ul style="list-style-type: none"> <li>As per MRWA Structures Inspection and Information Management Policy (2013)</li> <li>Ensure that all bridges, gantries, culverts and</li> </ul>	Main Roads	LG	Bridges and culverts are critical assets in the road network, and represent a major investment of community resources. Because of their strategic function, any failure or load capacity reduction may limit or severely restrict traffic over a large part of the road network, with consequent inconvenience and economic loss. Walls and

		walls on the road network are kept in a safe condition with the most efficient use of resources.			gantries are minor structures that too can have an impact on the road network. It is therefore imperative that these assets are properly managed to ensure they are maintained in a safe and serviceable condition.
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Total to be applied for	\$ 78,699.00
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### Smarter Control

A product of the Industrial Automation Group  
39 Winton Rd, Joondalup Business Park  
Perth, Western Australia 6027  
PO Box 199, Joondalup 6919  
Tel: 1300 IND AUTO  
www.smarterctrl.com



### Email message

**From:** Michael de Graaf **Date:** 10/10/2022  
**To:** Sue Dowson **Our Ref:** 12063  
**Company:** Woodanilling **Tel:** 0424 704 812  
**Email:** [dceo@woodanilling.wa.gov.au](mailto:dceo@woodanilling.wa.gov.au) **Pages:** 1  
**Subject:** Standpipe upgrades

Hello Sue,

Please see attached quotation for works required at the town centre Standpipe. It is understood that the stand pipe is currently offline with a possible cause to be electrical damage from ants and or mechanical issues with the latching solenoid

Unfortunately, the standpipe has not received any of the recommended updates over the last few years and is using technology that are no longer manufactured.

It would be my recommendation to upgrade the standpipe to align with the 2022 version we currently manufacture. To help keep costs down, I can exclude the new yellow frame and provide just the core components required to retrofit to the existing frame. These are as follows

1x ILC PLC	\$ 1,588
200W solar Panel Additional + 75Ah 12v Deep Cell Battery and bracket	\$ 697
1x 50mm Motorised Valve to replace old solenoid valve	\$ 867
1x 4G Router 1x Dome Antenna Software & Programming	\$ 1210
Installation Travel and fuel	\$ 1,472

### Operational Costs

Sim card & Support \$43per month (Payable 12 months in advance)	\$ 516
Annual Cloud Server Access & License fee	\$ \$695
This brings the total cost for the upgrade to:	<u>\$ 7,045</u>

If you wish to update both your standpipes, I can provide the second unit at a discounted rate and install it in the same trip \$ 5,683

With this upgrade all reports and card activations can be done remotely 24/7, and users can access both locations with the one card. The update will add another 10 years onto the lifetime of the product

Alternatively, you may wish to do away with the accounting work and switch users to prepay access and let them manage their account directly with our new PayPal integration update.





At only \$49per month per standpipe it may outweigh the costs managing the accounts yourselves

Regards,

**Michael de Graaf**

**0408945132**



The Industrial Automation Group Pty Ltd, providing automation and control solutions to Local Governments and Industry



2022

## WA SENIORS WEEK

6-13 November 2022

Community Grants  
Program

Supported by



Government of **Western Australia**  
Department of **Communities**



## Introduction

WA Seniors Week 2022 is a special time of celebration for Western Australian seniors. From **Sunday 6 to Sunday 13 November 2022**, events and activities are held across Western Australia to acknowledge seniors and show our appreciation for their valued contribution to the community.

COTA (WA), supported by the Department of Communities, invites local governments, registered not for profit organisations and community groups in Western Australia to apply for funding to host an event or activity during Seniors Week in Western Australia. The grants provided are intended to celebrate the role of seniors in our communities and encourage participation in community life, particularly for isolated individuals.

## Community Grants Available

Grants of up to \$1,000 are available to local governments, registered not for profit organisations and community groups (or up to \$3,000 for a consortium) throughout the metropolitan, and in particular, rural and remote regions of Western Australia to support seniors, particularly those who experience disadvantage or isolation, to attend events and activities during Seniors Week 2022. Each recipient organisation will be asked to provide a summary of the event and acquittal of funds.

Please email your event proposal to Dana Moore at COTA (WA) | Email: [dana@cotawa.org.au](mailto:dana@cotawa.org.au)

The Seniors Week 2022 Community Grants events proposals must be submitted and received by **COB Friday 9 September 2022**.

## Objectives

The Seniors Week 2022 Community Grants Program provides financial assistance to organisations hosting local events in metropolitan and regional areas of Western Australia.

**Events should meet at least one of the following aims of the week which are:**

- To recognise and thank seniors for their contribution to the community.
- To promote intergenerational activities linking seniors to the community.
- To facilitate artistic, cultural and celebratory expression within the community.
- To engage seniors in a variety of activities and initiatives that encourage active ageing.



### **Proposals are strongly encouraged for events aimed at seniors who:**

- Would not normally participate in Seniors Week activities or events.
- Are at risk of becoming socially isolated.
- Are members of Indigenous and Culturally and Linguistically Diverse communities and LGBTQI communities.

## **What can be Funded**

Funds received through this program may be used as a contribution towards program costs. Such expenses may include, but are not limited to:

- Administrative expenses
- Advertising and promotion
- Catering, food and drink
- Entrance and/or admittance fees
- Insurance
- Project materials
- Staff wages
- Transport costs
- Venue and equipment hire
- Other miscellaneous expenses

The grant **cannot** be used for:

- Purchasing capital items or infrastructure, including equipment, furniture, machinery, etc.

Retrospective funding will not be made available.



## Special Conditions of Grant

- Funded activities and events to be held during Seniors Week 6-13 November 2022. This may vary due to COVID restrictions.
  - If the Project involves working with children, the Organisation must ensure that all employees and volunteers comply with the *Working with Children (Criminal Record Checking) Act 2004*. Please refer to this website for further information, at: <https://workingwithchildren.wa.gov.au> or contact the Grantor by email, at [screeningunit@communities.wa.gov.au](mailto:screeningunit@communities.wa.gov.au).
  - The Grantor is not liable for any accident or negligence resulting in any claim or damage arising from activities undertaken as part of the Grant. In this respect, the Organisation is required to be appropriately incorporated and be responsible for its own insurances. This includes but is not limited to, Public Liability, Volunteer Insurance and Professional Indemnity.
  - The Parties agree that the State will not, by virtue of the Grant, obtain ownership of any intellectual property in or in relation to any material developed by the Organisation (other than material created by the State or provided to the Organisation by the State).
  - The Organisation grants to the State a perpetual, irrevocable, royalty-free, world-wide, non-exclusive licence to use, reproduce, adapt and publish the whole or any part or parts of all promotional materials, resources, data and reports brought into existence by or for the Organisation in connection with this Agreement or the Organisation's use of the Grant.
  - The Organisation must ensure that participants in the Project are not exposed to significant promotions of alcohol or unhealthy food and drinks during the Project.
  - The Organisation must adhere to State Government directions on [COVID-19 Safety Plans and Guidelines](#). Further information can be found online at:
    - State directions for COVID-19 Safety Plan and Guidelines:  
<https://www.wa.gov.au/government/covid-19-coronavirus>
    - WA Recovery Plan:  
<https://www.wa.gov.au/government/publications/wa-recovery-plan>

An acknowledgement of funding assistance provided by the Grantor must be included in any advertising and on any material relating to the Project by displaying the Grantor's logo and using the words 'Supported by the Department of Communities'. Copies of the logo and guidelines for its use are available by contacting the Grantor.



## Submitting your Application

Please email your event proposal to Dana Moore at COTA (WA) | email [dana@cotawa.org.au](mailto:dana@cotawa.org.au)

**If you do not receive a receipt within seven (7) days, please contact us to ensure that we have received your submission.**

**Applications must be submitted and received by: COB Friday 9 September 2022.**

## Submissions Process

Once submissions are received, representatives from the Department of Communities and COTA (WA) will meet to review submissions and all applicants will be advised of approval and funding allocation; it is anticipated that this process will be completed by **Friday 23 September 2022**.





## Submission Form

### Seniors Week 2022 Community Grants Program

#### Section 1 - Details

Name of Organisation:	Shire of Woodanilling		
Contact Person:	Title:	First name:	Surname:
	Ms	Sue	Dowson
Position Title:	Deputy Chief Executive Officer		
Postal Address:	PO Box 99 Woodanilling WA		Postcode: 6316
Phone:	(08) 9823 1506	Mobile:	0424 704 812
Email:	dceo@woodanilling.wa.gov.au and shire@woodanilling.wa.gov.au		
<b>Email will be used for all correspondence relating to this submission.</b>			
Type of organisation:	<input type="checkbox"/> Not-for-profit <input checked="" type="checkbox"/> Local Government <input type="checkbox"/> Religious / Charitable		
Do you have an ABN?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	ABN:	31347768534
Are you registered for GST?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Is the organisation incorporated?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		



## Section 2 - Event Details

Event title:	Woody Seniors Week High Tea & Health Services Event.		
Date of event:	between the 6th and 13th November	date to be advised.	
Venue or location:	Shire of Woodanilling Recreation Centre Pavilion		
Expected numbers:	40	Is the event open to the public?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does your event support?	<input type="checkbox"/> ATSI <input type="checkbox"/> CaLD <input type="checkbox"/> LGBTIQ+ <input checked="" type="checkbox"/> Socially isolated <input type="checkbox"/> Disadvantaged <input checked="" type="checkbox"/> Regional		

## Section 3 - Selection Criteria

Please complete the following questions in the space provided below to support your application.

In no more than 200 words, describe your event. What are you planning to do?	
<p>The Shire of Woodanilling is planning to hold a Seniors Week High Tea &amp; Health Services Event during Senior week in November 2022. This event is being created for the Senior Members of the Woodanilling Community as it was recently identified that many people were unaware of what services are available to them. The Woodanilling CWA Ladies will be providing entertainment and conducting a sing along. Health Care Agencies from our region will attend the event and provide a 15 minute presentation. They will then be available to chat to individuals during the afternoon offering them current details on what their services deliver to the Woodanilling community. Catering is being sourced locally to support local community groups and businesses. Each Community Member attending the afternoon will be provided with a sample bag to take home that will contain information on each of the health services attending in the day as well as a few goodies such as a pen, notebook etc. The Shire of Woodanilling identified through its Strategic Community Plan that by supporting community events as these, there is a direct benefit to the Wellbeing of our Town and will help foster community spirit and harmony.</p>	
How much funding are you requesting?	
Catering for the event	\$600
Goodie bags	\$350
Door prize	\$50
Total	\$1,000.00
The Shire will be providing in kind - facility hire and staff hours to run this event.	

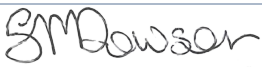


## Section 4 - Agreement

I confirm that the details contained in this application and its attachments are true and correct.

*I understand that if this application is approved:*

1. My signature below is an agreement to abide by the undertakings and conditions of the community grant as outlined in a confirmation letter that will be sent to my organisation in August-September 2022.
2. By **COB, Monday 12 December 2022**, I will provide acquittal of the funds received under this grant program, which have been spent in accordance with the guidelines.
3. I agree that any unexpended grant funds will be returned to COTA (WA) by **COB Monday 12 December 2022**.
4. I agree to have my funded event listed in the WA Seniors Week 2022 events calendar published in the media and online.
5. COTA (WA) and The Department of Communities as outlined in the confirmation letter will be acknowledged in all publicity and promotion of this event.

Signed:	
Position:	Deputy CEO Shire of Woodanilling
Date:	2/09/2022



## Section 5 - Payment Details

In order to expedite payment if your application is successful, please provide your bank account details below.

<b>Name of Organisation</b>	Shire of Woodanilling
<b>Event Title</b>	Woody Seniors Week High Tea & Health Services Event
<b>Contact Person</b>	Sue Dowson
<b>Contact Phone</b>	9823 1506
<b>EFT Details: NAB</b>	
<b>Account Name</b>	Shire of Woodanilling
<b>BSB</b>	086 - 724
<b>Account Number</b>	508 338 571

## Submit your Application

Applications to be submitted by COB Friday 9 September 2022 via email to Dana Moore: [dana@cotawa.org.au](mailto:dana@cotawa.org.au)

**From:** Geraldine Fuhri [REDACTED]  
**Sent:** Tuesday, 4 October 2022 1:28 PM  
**To:** Geraldine Fuhri [REDACTED]  
**Subject:** Seniors Week 2022 Community Grant Program

Dear Applicant,

Thank you for your application for 2022 WA Seniors Week Community Grant.

This year we have received an unprecedented number of applications which limited the requested allocation of funds.

We are delighted to advise that you have been successful in your application, however the amount of funding allocated may have been reduced to ensure that we are able to support as many applicants as possible across Western Australia.

Please find attached the WA Seniors Week Community Grants Scheme 2022 Acquittal Instructions and Acquittal Form for completion and return after your event.

I have also attached the COTA (WA) and Department of Communities logos to support your collateral and website.

Please respond to this email in acknowledgement of your acceptance of this grant and the terms and conditions. **Once we have received your acceptance, we will release the funds to your nominated account.**

Enjoy a wonderful event.

Kind regards,  
**Geraldine Fuhri**  
Finance Officer  
Monday - Thursday



**COTA WA**

The Perron Centre, Suite 2, 61 Kitchener Avenue, Victoria Park WA 6100  
PO Box 923, Victoria Park WA 6979  
**P:** 08 9472 0104 **F:** 08 9253 0099 **W:** [www.cotawa.org.au](http://www.cotawa.org.au)

Join our 'Supporters Program'



Community minded organisations are invited to support COTA (WA). Your contributions endorse our advocacy work and help us to deliver information, resources and services to older Western Australians.

**COTA (WA) Supporters:** <https://www.cotawa.org.au/about-cota-wa/our-supporters-program/>

**From:** [Brooke Moulden](#)  
**To:** [Sue Dowson - DCEO Woodanilling](#)  
**Subject:** GP741 - Application for Community Events Fund  
**Date:** Friday, 7 October 2022 10:22:00 AM

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Good Morning Sue

Please find attached the completed form per the P&'s application for funding.

Below I have attached the information pertaining to the sections benefits to the Woodanilling Community and how it falls in line with the Shire of Woodanilling's Community Strategic Plan.

### **How will this event benefit the Woodanilling Community?**

While this event is generally a low key event, it is always well attended by the Woodanilling community, also attracting families from the wider community. The Christmas Tree in the park is aimed at bringing children, youth, adults and our elder population together, and the way that the Woodanilling Primary School P&C facilitate this, is by requesting our other community groups such as CWA, Playgroup and The Men's Shed become involved in some form.

With prospective additional funding from the Shire of Woodanilling this year, we could really add to, and update the event to appeal to even more community members. Establishing a strong town identity is also important, particularly for smaller towns, like Woodanilling. We can use this event to connect and keep old traditions alive, while making new ones as well.

The Christmas Tree event can also help attract new visitors, by showing off what makes our town so unique, which can simultaneously help build a strong sense of pride for the community.

### **Community Strategic Plan.**

**(Indicate how your request fits within the Shire of Woodanilling's Community Strategic Plan)**

The Christmas Tree event very much falls within the Shires commitment to social community wellbeing.

It has a positive effect on mental and emotional wellbeing, bringing all walks of life together, while fostering a sense of belonging and strengthening the bonds between them. Those bonds act to improve mental well-being, while also helping to alleviate personal struggles, especially at a time of year where not everyone has loved ones close by.

And while we value the impact it has on our adult and elder population, we truly cannot go past the impact it has on the children.

Community involvement and engagement produces long-term benefits in childrens lives. It gives them a sense of belonging and is crucial to the building of their identity.

Plus it builds life long memories of the times they celebrated Christmas in the park with Santa in Woodanilling.

Kind Regards

Brooke Moulden  
Uniform & Fundraising Coordinator  
Woodanilling Primary School



# SHIRE OF WOODANILLING - COMMUNITY EVENTS FUND APPLICATION FORM

## Contact Information

Name of Organising Body/  
Group WOODANILLING PRIMARY SCHOOL P&C ASSN

Address CARLTON STREET

City WOODANILLING

Post Code 6316

Contact Person BROOKE MOULDEN

Title FUNRAISING/UNIFORM COORDINATOR  
(President/Secretary/etc)

Phone Number 0437313060 E-Mail Address woodyps.uniform@gmail.com

## Organization Information

Is the organising body ☒ Yes  
Incorporated? ☐ No

Year Established PRE 1985

Is the organising body registered ☐ Yes  
for GST? ☒ No

ABN: 42598476268

## Proposal Request

Name of Event/Project COMMUNITY CHRISTMAS TREE PARTY IN THE PP

Total Event Budget (incl GST) \$1000 - 1200

Requested Amount (Incl GST) \$500.00



How will the event benefit the Woodanilling Community?

\* ATTACHED TO EMAIL .

Please list the items on which the requested amount will be spent.  
(supply quotes if necessary)

WE ARE LOOKING AT BOOKING A FACE PAINTER THIS YEAR, PLUS WE REALLY NEED TO UPDATE THE TREE DECORATIONS + OTHER DECORATIONS USED.

**Risk Management**  
(Include details of public liability insurance cover the organising body has, plus any risk management actions for the event)

WE HAVE PUBLIC LIABILITY AND HAVE RUN THE EVENT EVERY YEAR WITH CHILDREN BEING REQUIRED TO HAVE ADULT SUPERVISOR. THERE IS MINIMAL RISK.

Type of Request

Date of Event

15/12/22 - THIS HAS NOT BEEN LOCKED IN AS OF YET.

Is this an annual event?

☒ Yes  
☐ No

Are you requesting funding on an annual basis? ☐ Yes  
☒ No

How will you promote the event?

WONGI, SCHOOL NEWSLETTER, FACEBOOK .

**Community Strategic Plan**  
(indicate how your request fits within the Shire of Woodanilling's Community Strategic Plan)

\* ATTACHED TO EMAIL .

Email Form



# SHIRE OF WOODANILLING - COMMUNITY EVENTS FUND APPLICATION FORM



## Contact Information

Name of Organising Body/  
Group

CWA. WOODANILLING.

Address

PO Box 30 WOODANILLING.

City

WOODANILLING.

Post Code

6316.

Contact Person

BARBARA DSHBY.

Title  
(President/Secretary/etc)

PRESIDENT.

Phone Number

0417180361.

E-Mail Address

bashby2069@gmail.com.

## Organization Information

Is the organising body  
Incorporated?

☒ Yes  
☐ No

Year Established

1934.

Is the organising body registered  
for GST?

☐ Yes  
☐ No

ABN:

70-401-463-403  
- 478.

## Proposal Request

Name of Event/Project

SENIOR CITIZENS XMAS LUNCHEON.

Total Event Budget (incl GST)

\$1200.

Requested Amount (Incl GST)

\$1200.



How will the event benefit the Woodanilling Community?

SENIORS XMAS LUNCHEON.  
BRINGING AGED RESIDENTS  
TOGETHER FOR A LUNCH.

Please list the items on which the requested amount will be spent.  
(supply quotes if necessary)

MEATS. REFRESHMENTS.  
VEGETABLES. COLD FOOD.  
FRUIT.

**Risk Management**  
(Include details of public liability insurance cover the organising body has, plus any risk management actions for the event)

### Type of Request

Date of Event

16/12/22.

Is this an annual event?

☒ Yes  
☐ No

Are you requesting funding on an annual basis?

☒ Yes  
☐ No

How will you promote the event?

WONGI WOODY NOTICE BOARD

**Community Strategic Plan**  
(indicate how your request fits within the Shire of Woodanilling's Community Strategic Plan)

Email Form

## WWLZ INFORMATION REPORT – FOR THE PERIOD – AUGUST 2022–SEPTEMBER 2022

### GLOSSARY

<i>NRM</i>	- <i>Natural Resource Management</i>
<i>SWCC</i>	- <i>South West Catchments Council</i>
<i>DPIRD</i>	- <i>Department of Primary Industry, Research &amp; Development</i>
<i>DMIRS</i>	- <i>Department of Mining, Industry Regulation &amp; Safety</i>
<i>EOI</i>	- <i>Expression of Interest</i>
<i>FOO</i>	- <i>Food on Offer</i>

### MANAGEMENT COMMITTEE MEETING

Last Meeting: AGM 10<sup>th</sup> August

Next Meeting: November

### LANDCARE COORDINATION FUNDING 2022/2023

- SWCC Pollinator Project - \$55,500
- State NRM Community Fauna Education Project - \$133,340
- DPIRD – FEED365 – Satellite trial site – \$60,000
- Protecting threatened species from feral pig impacts in the wheatbelt - \$190,500

### STRATEGIC PLANNING

- New constitution has been approved at the AGM and has been submitted to the Department of Commerce (DMIRS)

### NON-PROJECT COMMUNITY ACTIVITIES

- Tree planter hire
- Financial management
- Willamurra Corporation assistance for grant applications
- Boneseed population ground truthing in Woodanilling (with CSIRO and DPIRD)
- Feral pig advice

### COMPLETED EVENTS

- CRC Birds in nature Art for holidays event
- Field walk with noongar elder on traditional ecological knowledge (TEK)
- Volunteer assisted fauna monitoring for Autumn is finished
- Drainage & Clearing roadshow
- Nightstalk
- Volunteer assisted spring fauna trapping has begun

### COMING EVENTS

- Feed 365 Field Day
- Spring Fauna monitoring.

### CURRENT/ONGOING PROJECTS:

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

- Issues arose with seedlings planned for hedge (experiment). Landholders worker planted them amongst the regular plantings, so no hedge will be included in the program.

- Fencing has been completed at Wedgecarrup site.
- Final fauna survey scheduled for October.
- Seedlings counts to be completed soon.
- Insect survey in crop has been completed.
- Reporting recently completed.

#### **STATE NRM – WAGIN LAKE BOARDWALK - \$26,112**

- Boardwalk project has been cancelled.
- Funders have accepted that a final report will be a suitable way to return funds. Report due in early November.

#### **STATE NRM – HELPING OUR WAGIN-WOODY COMMUNITY TO UNDERSTAND AND PROTECT OUR SPECIES - \$133,340 (OVER 3 YEARS)**

- Planting has been completed at most sites.
- One site had to pull out after seedling delivery, overload of farm work and loss of staff meant something had to be sacrificed and the tree planting was chosen. These seedlings were absorbed into a different site.
- Fauna surveys are being scheduled for October.
- Nightstalk planned for 7<sup>th</sup> October in conjunction with a fauna survey site.
- Currently advertising for further sites to revegetate and fence to meet the required targets.

#### **DPIRD – FEED 365 PASTURE TRIALS SATELLITE SITE - \$60,000 (OVER 3 YEARS)**

- Still needing to get further data surveys completed. Need another 6 to meet requirements. Following up with a further round of action on this.
- First round of reporting has been completed. Some revision of data required for approval for payment. In progress at the moment.
- Field walk scheduled for 13<sup>th</sup> Oct to showcase early results.

#### **STATE NRM – PROTECTING THREATENED SPECIES FROM FERAL PIG IMPACTS IN THE WHEATBELT – \$190,500 (OVER 3 YEARS)**

- Success of project just announced.
- Contracting still to be undertaken.

#### **APPLICATION SUBMITTED**

#### **APPLICATIONS UNDERWAY**

14 APR 2022

FV:

ADMINISTRATION CENTRE  
2 Arthur Road, WAGIN W.A  
PO Box 200, WAGIN 6315



Telephone: (08) 9861 1177  
Facsimile: (08) 9861 1204  
Website: [www.wagin.wa.gov.au](http://www.wagin.wa.gov.au)  
Email: [shire@wagin.wa.gov.au](mailto:shire@wagin.wa.gov.au)

WTA:DMG

Ms K Bartley  
Chief Executive Officer  
Shire of Woodanilling  
PO Box 99  
Woodanilling WA 6316

Dear Kellie,

**RE: DUAL FIRE CONTROL OFFICERS 2022/2023**

We would like to advise our Dual Fire Control Officers nominated at the recent BFAC meeting

The committee approved W Brockway and I McDougall, as dual officers for the Shire of Woodanilling.

Please contact our Community Liaison Officer, Donna George, if you have any questions.

Yours sincerely

  
**Bill Atkinson**  
**CHIEF EXECUTIVE OFFICER**

8<sup>th</sup> April 2022





# Shire of West Arthur

Our Reference.....

Your Reference .....

Enquiries to .....

Burrowes Street,  
DARKAN, W.A. 6392  
Telephone: (08) 9736 2222  
Facsimile: (08) 9736 2212  
email: shire@westarthur.wa.gov.au

05 July 2022

Kellie Bartley  
Chief Executive Officer  
Shire of Woodanilling  
PO Box 99  
WOODANILLING WA 6316

Dear Kellie

***Re: Appointment Dual Fire Control Officer 2022/23***

The Shire of West Arthur is requesting approval to appoint a dual Fire Control Officer with the Shire of Woodanilling for the 2022/23 fire season.

<u>Brigade</u>	<u>Officer</u>	<u>Phone</u>	<u>Call Sign</u>
Arthur River	Neil Morrell	0429 629066	KYLIE 3 MOBILE

If you require further information, please do not hesitate to contact Nicki Morrell on 9736 2222.

Yours faithfully

**Vin Fordham Lamont**  
**CHIEF EXECUTIVE OFFICER**



# Shire of Woodanilling

## *Fire Break Notice & Bush Fire Information 2022/23*

**Action is required by landowners and occupiers  
of ALL land in the Shire of Woodanilling**

### **FIRST & FINAL NOTICE**



### **PENALTIES MAY APPLY**

**If In Doubt, Contact The Shire Of Woodanilling**

**Or Your Local Brigade**

# **FOR EMERGENCIES DIAL 000**

**PLEASE READ IT COMPLETELY AND CAREFULLY**

## **WHO TO CALL FOR A PERMIT**

### **BUSHFIRE EXECUTIVES**

CBFCO- Jason Cronin	Woody 1	0467 160 779	UHF 8
DCBCFO- Evan Hall	Woody 2	0428 123 374	UHF 20
SFCO- Scott Hook	Woody 3	0404 492 471	
SCFO2- Dale Douglas	Woody 4	0429 231 586	UHF 28

### **BEAUFORT KENMARE BRIGADE FCO/CAPTAIN**

Bindi Murray	Kenmare 1	0409 347 299	UHF 20
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### **BOYERINE WESTWOOD BRIGADE FCO/CAPTAIN**

Greg Doak	Boyerine 1	0427 612 038	UHF 13
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### **CARTMETICUP BRIGADE FCO/CAPTAIN**

Wayne Shackley	Cartmeticup 1	0427 228 070	UHF 27
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### **CENTRAL BRIGADE FCO/CAPTAIN**

Scott Hook	Central 1	0404 492 471	
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### **GLENCOE BRIGADE FCO/CAPTAIN**

Braden Crosby	Woody 4	0437 817 047	UHF 8
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CONTACT SHIRE 9823 1506 TO BE NOTIFIED BY SMS AND WHATSAPP OF ANY HARVEST AND VEHICLE MOVEMENT BANS AND WARNINGS. THE HARVEST BAN PHONE SERVICE IS NO LONGER AVAILABLE.

**ANY FIRE LIT DURING THE RESTRICTED AND PROHIBITED BURNING PERIOD 19TH SEPTEMBER TO 15TH APRIL (INCLUSIVE) WILL REQUIRE A PERMIT FROM YOUR LOCAL FCO AND/OR THE CHIEF BUSH FIRE CONTROL OFFICER.**

### **Bush Fire Act 1954 (Section 33)**

Pursuant to the power contained in Section 33 of the Bush Fire Act, 1954 you are hereby required to observe all requirements of this Fire Break Notice. Please read carefully, these are your legal requirements.

**During the period from 15 NOVEMBER TO 15 APRIL inclusive you are required to have:-**

#### **1.0 REGIONAL RURAL ZONE – OCCUPIED PROPERTIES**

- 1.0.1 Immediately surrounding all homesteads, buildings, haystacks within 200 metres of a building, fuel storage tanks and drums, a 'Low Fuel Zone' of at least 10 metres wide.
- 1.0.2 A mobile fire fighting unit on standby and available for fire fighting purposes during the period from 15 November to 15 April.
- 1.0.3 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 1.0.4 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

#### **1.1 REGIONAL RURAL ZONE – ABSENTEE LANDHOLDERS**

- 1.1.1 Immediately surrounding all buildings, haystacks within 200 metres of a building, fuel storage tanks and drums, a 'Low Fuel Zone' of at least 20 metres wide.
- 1.1.2 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 1.1.3 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

#### **2.0 LOCAL RURAL ZONE**

- 2.0.1 A 'Building Protection Zone' is required around all buildings to a minimum width of 20 metres.
- 2.0.2 All Land in the Local Rural Zone is to be maintained in a 'Hazard Reduced State'. If any reason this **CAN NOT** be complied with, a **VARIATION MUST BE APPLIED FOR** as stated with this notice.
- 2.0.3 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 2.0.4 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

## 2.1 LOCAL RURAL ZONE - URBAN FARMLAND

- 2.1.1 When the land is classified as Urban Farm Land by the Shire, the provisions of the Regional Rural Zone –Occupied Properties and Regional Rural Zone –Absentee Landholders will apply.

## 3.0 RESIDENTIAL, COMMERCIAL, INDUSTRIAL ZONES

- 3.1 All land within these zones are to be maintained in a “Hazard Reduced State”.
- 3.2 If a dwelling is located on a lot, then in addition to 3.1 above, within a 10 metre radius of the dwelling you must:
- 3.2.1 Maintain dead grass at or below 50mm;
  - 3.2.2 Removal of all dead branches from live standing trees or shrubs up to a height of 1.5 metres above the ground;
  - 3.2.3 Removal of all dead trees or shrubs;
  - 3.2.4 Removal of all branches from trees or shrubs that overhang the dwelling; and
  - 3.2.5 1 metre clearance is required around all fire wood stacks/heaps.

## 4.0 ALL OTHER ZONES / RESERVES

- 4.1 For all other Zones and Reserves in the Shire, the Council will determine individual fire control requirements by means of a Fire Management Plan. This includes all reserves under its control via a Vesting or Management Order which may or may not be leased to other authorities, UCL (unallocated crown land), and reserves under the control of other authorities/bodies.

## 5.0 PLANTATIONS

- 5.1 A firebreak being a minimum of 15 metres width shall be constructed along the boundaries of separate ownership, and all formed public roads, or on such alternative locations as may be agreed between the Local Government authority and the plantation owner.
- 5.2 Internal fire breaks between compartments of up to 30 hectares must be a minimum of 6 metres wide and for compartments over 30 hectares, a minimum of 10 metres wide.
- 5.3 All fire breaks shall have a 5 metre trafficable surface with a minimum vertical clearance of 4 metres to allow access by fire fighting appliances.

### VARIATIONS

*If it is considered impractical for any reason to comply with any provision of this notice, you may make written application detailing your proposed alternative fire prevention measures to the council or its duly authorised officer, by no later than 1 October each year.*

*If the council or its duly authorised officer does not grant permission, you must comply with the requirements of this notice.*

*A request for a variation to the fire break notice for areas of non-arable land is considered acceptable, however the landholder must demonstrate that they have taken every possible action to clear the said land. Variations will remain in place until either the property changes ownership or the variation is cancelled by the Council or its duly authorised officer.*

## PENALTIES THAT CAN BE IMPOSED

Failure to comply with this Notice	Up to \$5,000
Offences relating to lighting fires in open air	Up to \$3,000
Setting fire to the bush during prohibited burning times	Up to \$250,000 and 14 years imprisonment
Failure of occupier to extinguish bush fire	Up to \$10,000
Refusal to state name and abode or stating false name or abode	Up to \$1,000
Failure to produce permit to burn	Up to \$1,000

It is not necessary for council to notify you or give you any prior warning that legal action may proceed for failing to comply with the requirements of this notice.

### GUIDELINES FOR VEHICLE AND MACHINERY MOVEMENT BANS

(INCLUDING BANS ON OPERATION OF INTERNAL COMBUSTION ENGINES)

The following definitions shall apply to the guidelines on the ban of vehicle and machinery movement and the operation of internal combustion engines under regulation 38A and 38B of the Bush Fires Regulations, 1954.

*To register for the Harvest and Vehicle Movement Ban SMS service please contact the Shire 9823 1506*

### LANEWAY/ROADWAY (NON GAZETTED)

A laneway/roadway is defined as having a trafficable surface, free of all flammable material, a minimum of 4 metres wide. Overhanging vegetation is to be pruned so as not to come into contact with any part of a vehicle.

### REGISTERED ON AND OFF LOADING AREA

Registered on and off loading area is defined as an area free of flammable material, save live standing trees to a radius of 50 metres from the centre of the area.

**Areas are to be registered on an annual basis and must be received no later than 1st of October each year.**

## DEFINITIONS

For the purposes of this notice, the following definitions apply:

**Absentee Landholder** – Any landholder who resides outside the Shire of Woodanilling unless the owner resides in an adjacent brigade district or an employee resides on the property.

**Plantation** - Any area of trees planted for commercial purposes, other than a windbreak - within gazetted town sites exceeding 3 hectares and elsewhere exceeding 10 hectares.

**Building Protection Zone** – is a Low Fuel Zone immediately surrounding a building and is designed to minimise the likelihood of flame contact with buildings. All trees and branches which overhang a building are to be removed;

**Boundary** – Means the external perimeter boundary of land contained within the same ownership, irrespective of whether it contains one or more allotments.

**Firebreak** – Means ground from which all flammable material has been removed, which is trafficable and on which no flammable material is permitted to accumulate during the prohibited and restricted burning periods.

**Flammable Material** – Means trash, dead grass, rubbish, leaf litter, sticks, dead branches, or other hazardous material, but does not include live standing trees, shrubs and cultivated plants located in gardens.

**Hazard Reduced State** – The removal of all hazardous material from the land excluding living plants and trees. Dead grass to be maintained at or below a height of 150mm. 'Non-arable land' to be maintained in a 'hazard reduced state'.

**Hazardous Material** – Means any bush, plant, tree, vegetable, substance, object, thing or materials that may or is likely to catch fire and burn.

**Lot** – “lot” means a defined portion of land -

- (a) depicted on a plan or diagram available from, or deposited with, the Authority and for which a separate Crown Grant or certificate of title has been or can be issued; or
- (b) depicted on a diagram or plan of survey of a subdivision approved by the Commission; or
- (c) which is the whole of the land the subject of -
  - (i) a Crown Grant issued under the Land Act 1933; (ii) a certificate of title registered under the Transfer of Land Act 1893; (iii) a survey into a location or lot under section 27(2) of the Land Administration Act 1997 or a certificate of Crown land title the subject of such a survey; (iv) a part-lot shown on a diagram or plan of survey of a subdivision deposited with the Authority; or (v) a conveyance registered under the Registration of Deeds Act 1856 - but does not include a lot in relation to a strata scheme, a lot in relation to a survey-strata scheme, or a lot shown as common property on a survey-strata plan, as those terms are defined in the Strata Titles Act 1985.

**Low Fuel Zone** – Means the removal of dead trees, leaf litter and trash, the removal of dead branches to a height of 1.5 metres from live standing trees or shrubs, and the maintenance of dead grass at or below a height of 100mm. Contained within the **Low Fuel Zone** a minimum of 2.5 metres of the zone must be maintained as a **Firebreak** or as maintained gardens and/or lawns.

**Mobile Fire Fighting Unit** – A **mobile fire fighting unit** is defined as having a minimum water carrying capacity of four hundred (400) litres, fitted with a fire fighting hose and pump capable of delivering water.

**Non-arable Land** – Land that is not capable of producing crops; unsuitable for farming; unsuited to the plough or tillage. Includes rocky outcrops, densely treed areas or creek lines.

**Harvest and Vehicle Movement Ban** — A ban on the movement of all vehicles and machinery and the operation of internal combustion engines within the Shire or part of the Shire during a time as specified in a notice or broadcast (Regulation 38A & 38B of the *Bush Fire Regulations, 1954*) with the exception of the movement of vehicles and machinery on made gazetted roads and laneways.

**Harvest Ban** – A ban on the operation of all grain harvesting machines within a Shire or part of a Shire and during a time, as specified in a notice or broadcast (Regulation 38A of the *Bush Fire Regulations 1954*).

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## REGULATED ACTIVITIES DURING A VEHICLE AND MACHINERY MOVEMENT BAN

1. Loading and offloading of anything ancillary to the main use of the property is only permitted on sites which are approved and registered by Council on an **annual basis** and which are clear of all **flammable material** save live standing trees to a radius of at least 50 metres. A **mobile fire fighting unit** shall be in attendance at all times the site is in use during the ban period.
2. All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken in a mobile fire fighting unit.
3. All necessary carting of water for livestock provided that such a vehicle is accompanied by a **mobile fire fighting unit**.
4. Any variation to either the **Harvest or Vehicle and Machinery Movement Ban** conditions listed above must be approved by Council.
5. Approval must be sought on an individual basis, and may be subject to specific conditions. It should be noted that approval may not be granted.

By order of the Shire of Woodanilling,  
Chief Executive Officer.



# IMPORTANT NOTICE

TO ALL LANDOWNERS AND/OR OCCUPIERS IN  
THE SHIRE OF WOODANILLING

## TO REPORT A FIRE

**Call 000 - or contact any fire control officer as listed on the attached sheet or call the Shire of Woodanilling on 9823 1506**

**Provide the following information:**

1. Your name and contact number;
2. Fire location (information such as landmarks, road names, your location and the direction of the smoke and estimated distance is helpful in establishing fire location);
3. If it is a private property, supply the property owner's name if known; and
4. Provide details of fire site access if known.

## FIRE ATTENDANCE

**All brigade members attending a fire must check the following:**

- That any slip-on unit is bolted securely to the tray of the vehicle;
- That adequate protective clothing is being worn;
- That a plentiful supply of fresh drinking water is in the fire fighting unit; and
- That the fire incident controller is aware of your presence at the fire.

## FIREBREAKS

**All firebreaks and fire hazard reduction measures are to be complete for all areas within the Shire of Woodanilling by 15 NOVEMBER and must be maintained at that standard until 15 APRIL.**

## RESTRICTED BURNING PERIODS

19 SEPTEMBER TO 31 OCTOBER & 28 FEBRUARY TO 15 APRIL (INCLUSIVE)

### ANY FIRE LIT IS YOUR RESPONSIBILITY

Permits are required for all fires lit during the restricted burning times and must be obtained from your local Fire Control Officer who will explain the conditions under which fires may be lit.

**Dates may be changed by 14 days at a time by the CBFCO or Shire President.**

**PERMITS MUST BE OBTAINED FOR BURNING DURING  
RESTRICTED BURNING TIMES.**

Harvesting on Christmas Day is prohibited throughout the Shire.

## PROHIBITED BURNING PERIOD

1 NOVEMBER TO 28 FEBRUARY (INCLUSIVE)

**Permits may be issued for protective burning only.** Protective burning around buildings may be carried out right through the prohibited burning period, with a permit from your nearest Fire Control Officer and/or Chief Bush Fire Control Officer for burning between the following times:

**Rural – 6.00pm to 12 midnight**

**Woodanilling Town Site – 6.00pm to 12 midnight**

**NO CAMP FIRES ARE PERMITTED WITHIN THE  
SHIRE OF WOODANILLING DURING THE RESTRICTED  
AND PROHIBITED BURNING PERIODS**



# Shire of Woodanilling

## *Fire Break Notice & Bush Fire Information 2022/23*

**Action is required by landowners and occupiers  
of ALL land in the Shire of Woodanilling**

### **FIRST & FINAL NOTICE**



### **PENALTIES MAY APPLY**

**If In Doubt, Contact The Shire Of Woodanilling**

**Or Your Local Brigade**

# **FOR EMERGENCIES DIAL 000**

**PLEASE READ IT COMPLETELY AND CAREFULLY**

## **WHO TO CALL FOR A PERMIT**

### **BUSHFIRE EXECUTIVES**

CBFCO- Jason Cronin	Woody 1	0467 160 779	UHF 8
DCBCFO- Evan Hall	Woody 2	0428 123 374	UHF 20
SFCO- Scott Hook	Woody 3	0404 492 471	
SFCO2- Graydn Wilcox	Woody 4	0428 231 550	UHF 14

### **BEAUFORT KENMARE BRIGADE FCO/CAPTAIN**

Bindi Murray	Kenmare 1	0409 347 299	UHF 20
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### **BOYERINE WESTWOOD BRIGADE FCO/CAPTAIN**

Greg Doak	Boyerine 1	0427 612 038	UHF 13
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### **CARTMETICUP BRIGADE FCO/CAPTAIN**

Wayne Shackley	Cartmeticup 1	0427 228 070	UHF 27
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### **CENTRAL BRIGADE FCO/CAPTAIN**

Scott Hook	Central 1	0404 492 471	
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### **GLENCOE BRIGADE FCO/CAPTAIN**

Braden Crosby	Glencoe 1	0437 817 047	UHF 8
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CONTACT SHIRE 9823 1506 TO BE NOTIFIED BY SMS AND WHATSAPP OF ANY HARVEST AND VEHICLE MOVEMENT BANS AND WARNINGS. THE HARVEST BAN PHONE SERVICE IS NO LONGER AVAILABLE.

**ANY FIRE LIT DURING THE RESTRICTED AND PROHIBITED BURNING PERIOD 19TH SEPTEMBER TO 15TH APRIL (INCLUSIVE) WILL REQUIRE A PERMIT FROM YOUR LOCAL FCO AND/OR THE CHIEF BUSH FIRE CONTROL OFFICER.**

### **Bush Fire Act 1954 (Section 33)**

Pursuant to the power contained in Section 33 of the Bush Fire Act, 1954 you are hereby required to observe all requirements of this Fire Break Notice. Please read carefully, these are your legal requirements.

**During the period from 15 NOVEMBER TO 15 APRIL inclusive you are required to have:-**

#### **1.0 REGIONAL RURAL ZONE – OCCUPIED PROPERTIES**

- 1.0.1 Immediately surrounding all homesteads, buildings, haystacks within 200 metres of a building, fuel storage tanks and drums, a 'Low Fuel Zone' of at least 10 metres wide.
- 1.0.2 A mobile fire fighting unit on standby and available for fire fighting purposes during the period from 15 November to 15 April.
- 1.0.3 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 1.0.4 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

#### **1.1 REGIONAL RURAL ZONE – ABSENTEE LANDHOLDERS**

- 1.1.1 Immediately surrounding all buildings, haystacks within 200 metres of a building, fuel storage tanks and drums, a 'Low Fuel Zone' of at least 20 metres wide.
- 1.1.2 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 1.1.3 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

#### **2.0 LOCAL RURAL ZONE**

- 2.0.1 A 'Building Protection Zone' is required around all buildings to a minimum width of 20 metres.
- 2.0.2 All Land in the Local Rural Zone is to be maintained in a 'Hazard Reduced State'. If any reason this **CAN NOT** be complied with, a **VARIATION MUST BE APPLIED FOR** as stated with this notice.
- 2.0.3 A mobile fire fighting unit shall be in attendance or close proximity to harvesting operations, straw cutting or straw baling operations. The mobile fire fighting unit must be equipped and readily available for fire fighting purposes and trailers must be connected to a vehicle.
- 2.0.4 A fire access way shall be provided to all homesteads and shall be maintained free of all flammable material to a minimum of 4 metres trafficable surface and 4 metres vertical clearance.

## 2.1 LOCAL RURAL ZONE - URBAN FARMLAND

- 2.1.1 When the land is classified as Urban Farm Land by the Shire, the provisions of the Regional Rural Zone –Occupied Properties and Regional Rural Zone –Absentee Landholders will apply.

## 3.0 RESIDENTIAL, COMMERCIAL, INDUSTRIAL ZONES

- 3.1 All land within these zones are to be maintained in a “Hazard Reduced State”.
- 3.2 If a dwelling is located on a lot, then in addition to 3.1 above, within a 10 metre radius of the dwelling you must:
- 3.2.1 Maintain dead grass at or below 50mm;
  - 3.2.2 Removal of all dead branches from live standing trees or shrubs up to a height of 1.5 metres above the ground;
  - 3.2.3 Removal of all dead trees or shrubs;
  - 3.2.4 Removal of all branches from trees or shrubs that overhang the dwelling; and
  - 3.2.5 1 metre clearance is required around all fire wood stacks/heaps.

## 4.0 ALL OTHER ZONES / RESERVES

- 4.1 For all other Zones and Reserves in the Shire, the Council will determine individual fire control requirements by means of a Fire Management Plan. This includes all reserves under its control via a Vesting or Management Order which may or may not be leased to other authorities, UCL (unallocated crown land), and reserves under the control of other authorities/bodies.

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- 5.1 A firebreak being a minimum of 15 metres width shall be constructed along the boundaries of separate ownership, and all formed public roads, or on such alternative locations as may be agreed between the Local Government authority and the plantation owner.
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### VARIATIONS

*If it is considered impractical for any reason to comply with any provision of this notice, you may make written application detailing your proposed alternative fire prevention measures to the council or its duly authorised officer, by no later than 1 October each year.*

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*A request for a variation to the fire break notice for areas of non-arable land is considered acceptable, however the landholder must demonstrate that they have taken every possible action to clear the said land. Variations will remain in place until either the property changes ownership or the variation is cancelled by the Council or its duly authorised officer.*

## PENALTIES THAT CAN BE IMPOSED

Failure to comply with this Notice	Up to \$5,000
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(INCLUDING BANS ON OPERATION OF INTERNAL COMBUSTION ENGINES)

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**Areas are to be registered on an annual basis and must be received no later than 1st of October each year.**

## DEFINITIONS

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**Lot** – “lot” means a defined portion of land -

- (a) depicted on a plan or diagram available from, or deposited with, the Authority and for which a separate Crown Grant or certificate of title has been or can be issued; or
- (b) depicted on a diagram or plan of survey of a subdivision approved by the Commission; or
- (c) which is the whole of the land the subject of -
  - (i) a Crown Grant issued under the Land Act 1933; (ii) a certificate of title registered under the Transfer of Land Act 1893; (iii) a survey into a location or lot under section 27(2) of the Land Administration Act 1997 or a certificate of Crown land title the subject of such a survey; (iv) a part-lot shown on a diagram or plan of survey of a subdivision deposited with the Authority; or (v) a conveyance registered under the Registration of Deeds Act 1856 - but does not include a lot in relation to a strata scheme, a lot in relation to a survey-strata scheme, or a lot shown as common property on a survey-strata plan, as those terms are defined in the Strata Titles Act 1985.

**Low Fuel Zone** – Means the removal of dead trees, leaf litter and trash, the removal of dead branches to a height of 1.5 metres from live standing trees or shrubs, and the maintenance of dead grass at or below a height of 100mm. Contained within the Low Fuel Zone a minimum of 2.5 metres of the zone must be maintained as a Firebreak or as maintained gardens and/or lawns.

**Mobile Fire Fighting Unit** – A mobile fire fighting unit is defined as having a minimum water carrying capacity of four hundred (400) litres, fitted with a fire fighting hose and pump capable of delivering water.

**Non-arable Land** – Land that is not capable of producing crops; unsuitable for farming; unsuited to the plough or tillage. Includes rocky outcrops, densely treed areas or creek lines.

**Harvest and Vehicle Movement Ban** — A ban on the movement of all vehicles and machinery and the operation of internal combustion engines within the Shire or part of the Shire during a time as specified in a notice or broadcast (Regulation 38A & 38B of the *Bush Fire Regulations*, 1954) with the exception of the movement of vehicles and machinery on made gazetted roads and laneways.

**Harvest Ban** – A ban on the operation of all grain harvesting machines within a Shire or part of a Shire and during a time, as specified in a notice or broadcast (Regulation 38A of the *Bush Fire Regulations* 1954).

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## REGULATED ACTIVITIES DURING A VEHICLE AND MACHINERY MOVEMENT BAN

1. Loading and offloading of anything ancillary to the main use of the property is only permitted on sites which are approved and registered by Council on an **annual basis** and which are clear of all flammable material save live standing trees to a radius of at least 50 metres. A mobile fire fighting unit shall be in attendance at all times the site is in use during the ban period.
2. All necessary travel to and from and within piggeries, sheep or cattle feed lots, provided this is undertaken in a mobile fire fighting unit.
3. All necessary carting of water for livestock provided that such a vehicle is accompanied by a mobile fire fighting unit.
4. Any variation to either the Harvest or Vehicle and Machinery Movement Ban conditions listed above must be approved by Council.
5. Approval must be sought on an individual basis, and may be subject to specific conditions. It should be noted that approval may not be granted.

**By order of the Shire of Woodanilling,  
Chief Executive Officer.**



# IMPORTANT NOTICE

TO ALL LANDOWNERS AND/OR OCCUPIERS IN  
THE SHIRE OF WOODANILLING

## TO REPORT A FIRE

**Call 000 - or contact any fire control officer as listed on the attached sheet or call the Shire of Woodanilling on 9823 1506**

**Provide the following information:**

1. Your name and contact number;
2. Fire location (information such as landmarks, road names, your location and the direction of the smoke and estimated distance is helpful in establishing fire location);
3. If it is a private property, supply the property owner's name if known; and
4. Provide details of fire site access if known.

## FIRE ATTENDANCE

**All brigade members attending a fire must check the following:**

- That any slip-on unit is bolted securely to the tray of the vehicle;
- That adequate protective clothing is being worn;
- That a plentiful supply of fresh drinking water is in the fire fighting unit; and
- That the fire incident controller is aware of your presence at the fire.

## FIREBREAKS

**All firebreaks and fire hazard reduction measures are to be complete for all areas within the Shire of Woodanilling by 15 NOVEMBER and must be maintained at that standard until 15 APRIL.**

## RESTRICTED BURNING PERIODS

**19 SEPTEMBER TO 31 OCTOBER & 15 FEBRUARY TO 28 FEBRUARY (INCLUSIVE)**

### ANY FIRE LIT IS YOUR RESPONSIBILITY

Permits are required for all fires lit during the restricted burning times and must be obtained from your local Fire Control Officer who will explain the conditions under which fires may be lit.

**Dates may be changed by 14 days at a time by the CBFCO or Shire President.**

**PERMITS MUST BE OBTAINED FOR BURNING DURING  
RESTRICTED BURNING TIMES.**

Harvesting on Christmas Day is prohibited throughout the Shire.

## PROHIBITED BURNING PERIOD

**14 FEBRUARY TO 27 FEBRUARY (INCLUSIVE)**

**Permits may be issued for protective burning only.** Protective burning around buildings may be carried out right through the prohibited burning period, with a permit from your nearest Fire Control Officer and/or Chief Bush Fire Control Officer for burning between the following times:

**Rural – 6.00pm to 12 midnight**

**Woodanilling Town Site – 6.00pm to 12 midnight**

**NO CAMP FIRES ARE PERMITTED WITHIN THE  
SHIRE OF WOODANILLING DURING THE RESTRICTED  
AND PROHIBITED BURNING PERIODS**

## Council Policy 108 – Consumption of Alcohol in or on Shire Owned Facilities ~~and Reserves~~

### Objective

This policy outlines the following objectives:

- Encourage the responsible consumption of alcohol on/in Shire owned facilities ~~and reserves~~
- Outline the conditions for the provision of a Permit to Consume Alcohol in/on a Shire owned or managed facilities within the townsite. ~~or reserve.~~
- Outline the requirements to gain approval to sell alcohol in/on a Shire owned facility ~~within the townsite or reserve.~~

### Scope

The Scope of this Policy is to ensure responsible consumption of alcohol in/on all Shire owned and managed facilities ~~within the townsite and reserves.~~

This policy does not apply to the assessment of liquor license applications relating to non-Shire owned and/or managed facilities ~~within the townsite and reserves.~~

This policy does not apply to the assessment of Development Applications for outlets providing access to liquor under the relevant legislation.

The Department of Local Government, Sport and Culture Industries – Racing, Gaming and Liquor is responsible for the provision of a liquor license. It is the responsibility of the person hiring a Shire facility to ascertain whether they require a liquor license. A Shire Permit to Consume Alcohol does not replace the requirement to obtain a liquor license where that requirement exists.

### Policy

#### Introduction

The Shire encourages responsible and safe consumption of alcohol. The Shire also recognises that alcohol consumption is legally acceptable for consenting adults when consumed responsibly, and may play a role in hosting celebrations, activities and events.

As these are activities Shire facilities ~~within the townsite or reserves~~ are usually hired for, the Shire will consider requests to consume alcohol in/on Shire owned and managed facilities ~~within the townsite and reserves~~ for such purposes.

However, such approval does not negate an individual's or organisations legal responsibility in the provision or consumption of alcohol.

## Permit to Consume Alcohol

In order to supply and/or consume alcohol in/on a Shire owned or managed facility ~~within the townsite or reserve~~, an application to consume alcohol must be made to the Shire, including the payment of the required fee (as per annual Fees and Charges Schedule). A Permit to Consume Alcohol must then be issued by the Shire.

## Conditions

A Permit to Consume Alcohol on Shire owned or managed facilities ~~within the townsite or reserves~~ may be issued by the Shire subject to the following conditions:

- a. The Chief Executive Officer must be satisfied that any application or request to consume alcohol will not cause undue disruption or harm to members of the community, or does not demonstrate potentially significant risk that would result in damage to a Shire owned or managed facility ~~within the townsite or reserve~~.
- b. Applications for a Permit to Consume Alcohol will only be considered for facilities ~~and reserves~~ ~~within the townsite~~, the following time restrictions:  
  
Sunday, Monday, Tuesday, Wednesday, and Thursday from 11:00am until ~~10:00pm~~ ~~midnight~~.  
  
Friday and Saturday from 10:00am until ~~11:00pm~~ ~~midnight~~.
- c. ~~A wedding ceremony on a Shire reserve (not to exceed 2 hours) would be permitted.~~
- d. Compliance with Shire of Woodanilling terms and conditions of hire (including private events or functions).
- e. A community or corporate event held in ~~on~~ a Shire owned or managed facility ~~or~~ ~~reserve~~, ~~within the townsite~~ where a Liquor License has been successfully obtained from the Department of Local Government, Sport and Cultural Industries – Racing, Gaming and Liquor.

## Sale of Liquor on Council Properties

Any proposal to sell alcohol in/on a Shire owned or managed facility ~~or reserve~~ ~~within the townsite~~, will require the applicant to apply to the Department of Local Government, Sport and Cultural Industries – Racing, Gaming and Liquor for a Liquor License, and also to the Shire of Woodanilling for a permit to Consume Alcohol.

The following conditions apply to the sale of liquor on Shire premises:

- a. The Shire may provide comment to the Department of Local Government, Sport and Cultural Industries – Racing, Gaming and Liquor regarding an application submitted for an occasional Liquor License.

The Department may be advised of the time restrictions on permission to consume alcohol on Shire premises as per times outlined in the Permit to Consume Alcohol as per 2.2(b).

- b. A Liquor License from the Department of Local Government, Sport and Cultural Industries – Racing, Gaming and Liquor must be in place and a copy supplied to the Shire, ~~a minimum of 14 days~~ prior to the event date. A Permit to Consume Alcohol will only be issued after receipt of the Liquor Licence.
- c. The Chief Executive Officer must be satisfied that any application or request to sell alcohol will not cause undue disruption or harm to members of the community.

It is an offence for juveniles and drunk persons to consume, be in possession of, or be supplied alcohol at functions in public venues, as regulated by the *Liquor Control Act 1988*. Should the Shire become aware of breaches to the *Liquor Control Act 1988*, these will be reported to the Department of Local Government, Sport and Cultural Industries – Racing, Gaming and Liquor. The Shire may refuse to provide a Permit to Consume Liquor for future hire of Shire owned or managed facilities and reserves.

## Document Control/References

Document Control/References				
Name Of Policy		Council Policy 108 – Consumption of Alcohol in or on Shire Owned Facilities <del>and Reserves</del>		
Previous Policy		Nil		
Next Review Date		Annually		
Related Documents		<u>Acts/Regulations</u> <i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> <i>Liquor Control Act 1988</i> <i>Liquor Licensing Act 1988</i>  <u>Plans/Strategies</u> Nil <u>Policies</u> Policy 81 - Use of Shire of Woodanilling Facilities <u>Delegations</u> Appointment no. 17 – Liquor Control Act 1988 – Issue Certificates, removal of Licences, Application for Extending Trading Permits. <u>Work Procedures</u> Forms – Permit to Consume Alcohol Application		
Date Of Adoption And Resolution Number		20 September 2022		
Review Dates And Resolution Numbers				
History:				
Version:	Title No.	OCM Date Res No.	Synopsis	Details
1	Consumption of Alcohol in or on Shire Owned Facilities	20.09.2022 - OCM ITEM	New Policy	To be adopted By Council 20 September 2022



**Shire of Woodanilling**

## APPLICATION TO CONSUME ALCOHOL ON SHIRE PROPERTY

This application is a request for permission to consume alcohol at a Shire Facility. Under no circumstances does it give the hirer authorization to sell alcohol directly or indirectly or charge an entry fee into the function.

Approval to sell alcohol must be obtained from the Department of Local Government, Sport and Culture Industries – Racing, Gaming and Liquor.

If approved, the original permit will be forwarded to the applicant. The permit must be ready for inspection at the facility on the date(s) of the scheduled booking.

This application must be submitted a minimum of 14 days prior to the event.

Applicant Name			
Organisation			
Postal Address			
Email Address			
Telephone	Mobile:	Home:	Work:
Name and Location of Venue			
Type of Function, Event or Activity			
Function Date	Number of Attendees		
Start Time	Finish Time		
Type of Alcohol being consumed (beer, wine etc)			
Is security being hired for the event?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Are you providing nonalcoholic drink options?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Are you providing food?			
Application is for:	BYO <input type="checkbox"/>	Supply/Distribution <input type="checkbox"/>	Sale of Alcohol <input type="checkbox"/>

I/We agree and undertake that in the event of this application being approved by the Shire, the following conditions will be complied with:

- a. Only invited guests or members of the applicant's group, organization or club will consume alcohol on the premises and no others.
- b. Alcohol will not be consumed, supplied or made available to any person under the age of 18.
- c. If it is the intention of the applicant to sell alcohol to any person, or exchange for value, either directly or indirectly, a permit must first be obtained from the Department of Local Government Sport and Culture Industries – Racing, Gaming and Liquor.
- d. No alcohol will be consumed by or supplied to any person to whom a charge has been made, either directly or indirectly, for admission to the facility, unless a permit has been obtained from the Department of Local Government, Sport and Culture Industries – Racing, Gaming and Liquor.
- e. Alcohol consumption is restricted to within the premises hired only and is not to be consumed outside of these premises.
- f. Consumption of Alcohol Permits are valid until 11:30pm at which time consumption must cease. Cleaning activities must be completed by midnight.
- g. The Hirer must comply with the provisions of the *Liquor Licensing Act 1988* and Council Policy – Consumption of Alcohol in/on Shire Owned Facilities.

Signature of applicant:	Date:
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