



Agenda Attachments

November 2022

ATTACHMENT 7.1.1 MINUTES – ORDINARY COUNCIL MEETING – 18 OCTOBER 2022

**ATTACHMENT 7.2.1 - EDNA STEVENSON TRUST COMMITTEE MEETING MINUTES – 7
NOVEMBER 2022**

**ATTACHMENT 7.2.2 - LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES – 7
NOVEMBER 2022**

ATTACHMENT 8.1.1 - ACCOUNTS FOR PAYMENT – OCTOBER 2022

ATTACHMENT 8.1.2 - ACCOUNTS FOR PAYMENT – CREDIT CARDS – SEPTEMBER 2022

ATTACHMENT 8.1.3 - MONTHLY FINANCIAL REPORT FOR PERIOD ENDED 31 OCTOBER 2022

ATTACHMENT 8.2.1 - DRAFT CUSTOMER SERVICE CHARTER 2022

ATTACHMENT 8.2.3 - LETTER – PURCHASE OF CARAVAN PARK

**ATTACHMENT 8.2.4.1 - DRAFT SHIRE OF CORRIGIN BUSHFIRE RISK MANAGEMENT PLAN 2022-
2027**

ATTACHMENT 8.2.4.2 - LETTER OF OBRM APPROVAL

ATTACHMENT 8.2.5 - DEVELOPMENT APPLICATION – 1922 & YOU

ATTACHMENT 8.3.1 - NOTICE OF INTENT TO DRAIN - SZCZECINSKI

ATTACHMENT 8.3.2 - NOTICE OF INTENT TO DRAIN - GRYLLS



MINUTES

ORDINARY COUNCIL MEETING
18 October 2022

UNCONFIRMED

CONTENTS

1.	DECLARATION OF OPENING	3
2.	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3.	PUBLIC QUESTION TIME.....	3
4.	MEMORIALS.....	3
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	3
6.	DECLARATIONS OF INTEREST	3
7.	CONFIRMATION OF MINUTES	3
7.1.	PREVIOUS COUNCIL MEETING AND BUSINESS ARISING FROM MINUTES	3
7.1.1.	ORDINARY COUNCIL MEETING.....	3
7.2.	COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES	3
8.	MATTERS REQUIRING A COUNCIL DECISION	4
8.1.	CORPORATE AND COMMUNITY SERVICES REPORTS.....	4
8.1.1.	ACCOUNTS FOR PAYMENT	4
8.1.2.	ACCOUNTS FOR PAYMENT – CREDIT CARDS.....	6
8.1.3.	MONTHLY FINANCIAL REPORTS	8
8.2.	GOVERNANCE AND COMPLIANCE	10
8.2.1.	REGISTER OF POLICIES REVIEW	10
8.2.2.	DUAL FIRE CONTROL OFFICERS 2022/2023.....	12
8.2.3.	PUBLIC HEALTH AND WELLBEING PLAN.....	14
8.2.4.	DEVELOPMENT APPLICATION – PROPOSED CHEMICAL STORAGE SHED	17
8.2.5.	BENDERING ASBESTOS DISPOSAL FEE FOR FIRE AFFECTED PROPERTIES	22
8.3.	WORKS AND SERVICES.....	24
9.	CHIEF EXECUTIVE OFFICER REPORT.....	24
10.	PRESIDENT'S REPORT	24
11.	COUNCILLORS' QUESTIONS, REPORTS, AND INFORMATION ITEM.....	24
12.	URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL ...	24
13.	INFORMATION BULLETIN.....	24
14.	WALGA AND CENTRAL ZONE MOTIONS.....	24
15.	NEXT MEETING.....	24
16.	MEETING CLOSURE	24

1. DECLARATION OF OPENING

The Chairperson, Shire President Cr. D Hickey opened the meeting at 3.00pm and acknowledged the Njaki Njaki Nyoongar people as the traditional owners of the lands and waters where Corrigin is situated, and paid his respect to Elders past and present.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Shire President

Deputy Shire President

Cr. D L Hickey

Cr. S C Coppen

Cr. S L Jacobs

Cr. M B Dickinson

Cr. C E Steele

Cr. M A Weguelin

Cr. P Fare

Chief Executive Officer

Deputy Chief Executive Officer

Executive Support Officer

N A Manton

K A Caley

J L Bidlin

3. PUBLIC QUESTION TIME

NIL

4. MEMORIALS

The Shire has been advised that James Reed, Donald Wiggins and Bev Carstairs have passed away since the last meeting.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

6. DECLARATIONS OF INTEREST

NIL

7. CONFIRMATION OF MINUTES

7.1. PREVIOUS COUNCIL MEETING AND BUSINESS ARISING FROM MINUTES

7.1.1. ORDINARY COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 20 September 2022 (Attachment 7.1.1).

COUNCIL RESOLUTION

(18/2/2022) Moved: Cr Dickinson Seconded: Cr Weguelin

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 20 September 2022 (Attachment 7.1.1) be confirmed as a true and correct record.

Carried 7/0

7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES

NIL

8. MATTERS REQUIRING A COUNCIL DECISION

8.1. CORPORATE AND COMMUNITY SERVICES REPORTS

8.1.1. ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	10/10/2022
Reporting Officer:	Tanya Ludlow, Finance / Human Resources Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.1 – Accounts for Payment – September 2022

SUMMARY

This report provides Council with a list of all financial dealings relating to all accounts for the previous month.

BACKGROUND

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for which money or other benefits may be obtained.

COMMENT

The cheque, EFT and Direct Debit payments that have been raised during the month of September 2022 are provided as Attachment 8.1.1 – Accounts for Payment – September 2022.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$7,453.33.

Bank Account	Payment Type	Reference	Amount	Total
Municipal	EFT	17872 - 17892, 17896 - 17964	\$264,342.85	
	Cheque	020777 - 020783	\$16,631.65	
	Direct Debit	September 2022	\$37,451.23	
	Payroll	September 2022	\$138,571.40	\$456,997.13
Trust	EFT	17893 - 17895	\$242.07	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	\$242.07
Licensing Trust	EFT	No Payments	\$0.00	
	Direct Debit	September 2022	\$42,178.10	\$42,178.10
Edna Stevenson	EFT	No Payments	\$0.00	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	\$0.00
Total Payments for the Month of September 2022				\$499,417.30

Previous Accounts for Payment report

To enable Council to check that no sequential payment numbers have been missed from the previous accounts for payment report and the report provided as Attachment 8.1.1 – Accounts for Payment – September 2022, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in Report
Municipal, Trust, ES Trust and Licensing	EFT	EFT17871	EFT17872
Municipal	Cheque	020776	020777
Trust	Cheque	003392	No Payments
Edna Stevenson	Cheque	000065	No Payments

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

STATUTORY ENVIRONMENT

S6.4 Local Government Act 1995, Part 6 – Financial Management
R34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Policy 2.7 – Purchasing Policy

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2022 / 2023 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership
Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council's Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	Provide Council adequate and appropriate financial information on a timely basis

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

(113/2022) Moved: Cr Coppen

Seconded: Cr Weguelin

That Council reviews the list of accounts paid and acknowledges that payments totalling \$499,417.30 have been made during the month of September 2022.

Carried 7/0

8.1.2.ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Date:	11/10/2022
Reporting Officer:	Kylie Caley, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	FM.0036
Attachment Ref:	Attachment 8.1.2 – Accounts for Payment – Credit Cards

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 July 2022 to 29 August 2022

BACKGROUND

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. A Local Government is to develop procedures for the authorisation of, and payment of accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period. This report includes the monthly payment of the credit card debit to the National Australia Bank.

COMMENT

Accountability in local government can be multifaceted, as councils seek to achieve diverse social, political, and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principles and expectations that local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid for using the Shire of Corrigin corporate credit cards.

A monthly review of credit card use is independently assessed by the Deputy Chief Executive Officer, to confirm that any expenditure that has been incurred, is for the Shire of Corrigin and has been made in accordance with Council policy, procedures, the *Local Government Act 1995* and associated regulations. The review by the Deputy Chief Executive Officer also ensures that misuse of any corporate credit card can be readily detected.

This review has been conducted and no issues are evident, and all areas of compliance have been met.

STATUTORY ENVIRONMENT

S6.4 Local Government Act 1995, Part 6 – Financial Management

R34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Policy 2.9 – Purchasing Policy

Policy 2.16 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2022/2023 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership
Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council's Long Term Financial Plan (LTFP) to ensure the long term financial stability of the Shire
		4.4.4	Provide Council with adequate and appropriate financial information on a timely basis

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

(114/2022) Moved: Cr Fare

Seconded: Cr Jacobs

That Council endorse credit card payments for the period 29 July 2022 to 29 August 2022 for \$2,975.42 in accordance with Attachment 8.1.2

Carried 7/0

8.1.3.MONTHLY FINANCIAL REPORTS

Applicant:	Shire of Corrigin
Date:	11/10/2022
Reporting Officer:	Kylie Caley, Deputy Chief Executive Officer
Disclosure of Interest:	Nil
File Number:	FM.0037
Attachment Ref:	Attachment 8.1.3 – Monthly Financial Report for the period ending 30 September 2022

SUMMARY

This report provides Council with the monthly financial reports for the month ending 30 September 2022.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996*, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of \$10,000) are included in the variance report.

COMMENT

August closed with \$902,591 in the Municipal bank account and \$2,434,310 in short term investment.

Rate payments are coming in steadily with \$2,432,092 being collected as at 30 September 2022. This equates to 81.6% of outstanding rates compared to 79% at the same time last year.

Staff have spent September concentrating on finalising the 21/22 financial year financial information and preparing for the audit. Revaluations on Roads and Other Infrastructure for 21/22 have commenced and will be completed by the end of November.

STATUTORY ENVIRONMENT

s. 6.4 *Local Government Act 1995, Part 6 – Financial Management*
r. 34 *Local Government (Financial Management) Regulations 1996*

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2022/23 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership
Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council's Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	Provide Council adequate and appropriate financial information on a timely basis

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

(115/2022) Moved: Cr Dickinson
That Council:

Seconded: Cr Jacobs

Accept the Statement of Financial Activity for the month ending 30 September 2022 as presented, along with notes of any material variance

Carried 7/0

8.2. GOVERNANCE AND COMPLIANCE

8.2.1. REGISTER OF POLICIES REVIEW

Applicant:	Shire of Corrigin
Date:	11/10/2022
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	CM.0059
Attachment Ref:	Attachment 8.2.1 – Register of Policies – Review 2022

SUMMARY

This report relates to the review of Council Register of Policies that was last reviewed and adopted by Council in October 2021.

BACKGROUND

The register of policies is to be reviewed annually and is to be taken to Council for consideration and adoption.

COMMENT

The objectives of the register of policies are:

- to provide Council with a formal written record of all policy decisions.
- to provide staff with guidelines in which to act in accordance with Council wishes.
- to enable staff to act promptly in accordance with Council requirements but without continual reference to Council.
- to enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council.
- to enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends, and circumstances; and
- to enable ratepayers to obtain immediate advice on matters of Council policy.

Attachment 8.2.1 shows track changes throughout the document to draw attention to any minor amendments that have been made to policies. The policies that have been highlighted in yellow have either had significant changes or are new policies.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 2.7 Role of council

(1) The council —

(a) governs the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.

POLICY IMPLICATIONS

Review of Shire of Corrigin Register of Policies. Some minor and some significant changes will be made to the document.

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership
Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.5	Implement systems and processes that meet legislative and audit obligations	4.5.1	Continual improvement in governance and operational policies, processes and implementation

VOTING REQUIREMENT

Absolute Majority

COUNCIL RESOLUTION

(116/2022) Moved: Cr Steele

Seconded: Cr Jacobs

That Council

1. *accordance with Section 2.7(2)(b) of the Local Government Act 1995 adopt the amendments to policies as provided in Attachment 8.2.1 – Register of Policies – Review 2022 to become the new Shire of Corrigin Register of Policies*
2. *That Council add the following new policies to the Policy Manual*
 - *Asset Disposal*
 - *Memorial Seat and Plaque*

Carried by Absolute Majority 7/0

8.2.2.DUAL FIRE CONTROL OFFICERS 2022/2023

Applicant:	Shires of Pingelly and Wickepin
Date:	11/09/2022
Reporting Officer:	Kirsten Biglin, Executive Support Officer
Disclosure of Interest:	NIL
File Number:	ES.0001
Attachment Ref:	Attachment 8.2.2 – Letters - Appointment of Dual Fire Control Officers 2022/23

SUMMARY

The Shires of Pingelly and Wickepin have requested that the Shire of Corrigin appoint Dual Fire Control Officers for the 2022/2023 bush fire season

BACKGROUND

The Shire of Corrigin have received correspondence from the Shires of Pingelly and Wickepin requesting the following people be appointed as Dual Fire Control Officers in the Shire of Corrigin for the 2022/2023 bush fire season:

Shire of Kulin:

- Mr Donald Bradford
- Mr David Lewis

Shire of Kondinin:

- Mr Glenn Browning

COMMENT

Fire Control Officers who adjoin neighbouring shires require the adjoining shires approval to act as a Dual Fire Control Officers.

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATION

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership

Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.3	Forward planning and implementation of plans to achieve strategic direction and service levels	4.3.1	Work with external organisations to collaboratively plan and achieve improved community, education, health and business outcomes
		4.3.2	Continue representation on relevant Boards, Committees and Working groups to influence positive local and regional outcomes

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

(117/2022) Moved: Cr Coppen

Seconded: Cr Wedgell

That Council appoint the following Dual Fire Control Officers in the Shire of Corrigin for the 2022/2023 bush fire season, subject to the officers obtaining the appropriate accreditation, further noting that Dual Fire Control Officers are not permitted to issue burning permits within the Shire of Corrigin:

Shire of Kulin:

- *Mr Donald Bradford*
- *Mr David Lewis*

Shire of Kondinin:

- *Mr Glenn Browning*

Carried 7/0

8.2.3.PUBLIC HEALTH AND WELLBEING PLAN

Applicant:	Shire of Corrigin
Date:	11/10/2022
Reporting Officer:	Natalie Manton
Disclosure of Interest:	Nil
File Number:	PH.0035
Attachment Ref:	Attachment 8.2.3 - Public Health Survey Report and Draft Public Health Plan

SUMMARY

This item seeks Council endorsement of the Draft Public Health Plan 2022- 2026.

BACKGROUND

The new Public Health Act was adopted by the state government in 2016. The Act introduced public health planning for the first time as a shared responsibility between the State Government, Local Government, and non-government agencies. Local governments are now required to develop a Public Health Plan.

The local Public Health Plan was derived from the following elements:

Health Profile Report provides background evidence and analysis of the health status of the local population and provides an overview of the public health needs and risks of the community.

Health and Wellbeing Survey to gain a greater understanding of the issues and priorities from the community perspective.

Strategic Plan outlines the objectives and policy priorities, achieving positive public health outcomes through promotion, improvement and protection of public health and the development and delivery of public health services.

COMMENT

Local governments in Western Australia are required by the *Public Health Act 2016*, to enhance the health, wellbeing and safety of the community and align with the State Public Health Plan for Western Australia 2019-2024.

The Public Health Plan was designed to work alongside the Shire of Corrigin Strategic Community Plan and provides direction on public health, healthy lifestyles and recreation for members of the community.

The community survey provided important background information that shaped the direction of the Public Health Plan and ensured that it was tailored to the needs of the residents of Corrigin. The Council will implement the plan in collaboration with key stakeholders to improve health outcomes for all residents in our Shire.

The community survey was completed by 63 people during June and July 2022. The survey highlighted that local residents like the following things most about living in the Shire of Corrigin:

- excellent facilities,
- open spaces,
- safe, caring town,
- friendly people,
- peace and quiet, and

- strong sense of community spirit.

The two most serious health risks identified in the survey were too much alcohol and illegal drugs. The most serious mental and social health issues were stress, depression, and anxiety.

The survey highlighted the strong culture of volunteering for community groups, sporting, and public events.

The Corrigin Recreation and Events Centre, pool and oval were identified as the most used recreation facilities in the shire.

The highest ranking future priorities to improve health of community

- Screening for health issues
- Programs for seniors
- Community events for residents
- Programs for children

The top three facilities or resources for good community health were:

- Safe roads
- Parks and public open spaces
- Disability access to buildings and recreation facilities

The following programs were suggested to help local people be more physically active

- Exercise play equipment in parks to cater for various age groups
- Public exercise equipment that is free to use
- More hikes, walks, cycle paths and maps

Overall people felt proud of their community and a strong sense of community spirit and belonging.

STATUTORY ENVIRONMENT

Public Health Act 2016, section 16

A local government has the following functions in relation to the administration of this Act — (a) to initiate, support and manage public health planning for its local government district;

(b) to develop and implement policies and programmes to achieve the objects of this Act within its local government district;

(c) to perform the functions that are conferred on local governments by or under this Act;

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The cost of maintaining shire facilities and services is included in the annual budget and long term financial plans.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Social

An effectively serviced, inclusive and resilient community

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2	Facilitate and advocate for the provision of quality health services, health facilities and programs in the Shire	1.2.2	Work with neighbouring local governments, key stake holders to have a collaborative approach to the provision of medical and allied health services to the region

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

(118/2022) Moved: Cr Dickinson

Seconded: Cr Weguelin

That Council:

1. Authorise the Chief Executive Officer to give local public notice of its intention to adopt the Shire of Corrigin Public Health and Wellbeing Plan 2022-2026 as provided in attachment 8.2.3.
2. Subject to not receiving any submissions from the advertising process, delegates authority to the Chief Executive Officer to finalise the plan.

Carried 7/0

8.2.4.DEVELOPMENT APPLICATION - PROPOSED CHEMICAL STORAGE SHED

Applicant:	Auspan Building Systems Pty Ltd
Landowner:	MG and M Leach
Location:	Lot 18816 (No.235) Dilling Road, Corrigin
Date:	11/10/2022
Reporting Officer:	Mr Joe Douglas, Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	Nil
File Ref:	PA 11-2022
Attachment Ref:	Attachment 8.2.4 – Application Documentation & Plans

SUMMARY

This report recommends that Council grant conditional approval to a development application received from Auspan Building Systems Pty Ltd on behalf of MG & M Leach (Landowners) to construct a new 360m² chemical storage shed on Lot 18816 (No.235) Dilling Road, Corrigin.

BACKGROUND

The applicant has submitted a development application requesting Council's approval to erect a new 24 metre long, 15 metre wide and 7.8 metre high steel framed, zincume clad shed on Lot 18816 (No.235) Dilling Road, Corrigin to store chemicals (i.e. pesticides and herbicides) to support the continued use of the land for extensive agricultural purposes (i.e. cropping and grazing). The proposed structure will include 150mm high concrete bunding on three inside walls, a concrete roll-over kerb and apron along its front entrance, and two (2) 1.4m x 1m drainage sumps to help guard against and manage chemical spills.

The proposed structure will be erected centrally in the southern portion of the land in relatively close proximity to a number of other existing built form improvements including a single dwelling house, farm sheds, animal holding pens, rainwater tanks, storage silos, vehicle parking and loading areas.

A copy of the documentation and plans submitted in support of the application is provided in Attachment 8.2.4.

Lot 18816 is located approximately 6 kilometres south of the Corrigin townsite in the locality of Corrigin and comprises a total area of approximately 283.68 hectares. The property has direct frontage and access to Dilling Road along its northern boundary which is a local road under the care, control and management of the Shire that has been constructed to a basic rural standard (i.e. unsealed road carriage way).

The subject land is gently sloping, predominantly cleared of all native vegetation with the exception of a few small stands in select locations for land management purposes, and has been extensively developed and used for extensive agricultural purposes (i.e. cropping and grazing) for many years.

Existing adjoining and other nearby land uses are also rural in nature comprising broadacre agricultural activities on lots of various sizes.

That portion of the land where the development is proposed to be undertaken has been cleared of all native vegetation, does not contain any sites of cultural heritage significance, is not subject to inundation or flooding during extreme storm events, and is not located in a designated public drinking water source area. It has however been designated by the Fire and Emergency Services Commissioner of Western Australia as being bushfire prone due its proximity to existing native vegetation adjacent to its southern boundary.



Location & Lot Configuration Plan (Source: Landgate, 2022)

COMMENT

Lot 18816 is classified 'Rural' zone in the Shire of Corrigin Local Planning Scheme No.2 (LPS2).

Under the terms of LPS2 the development of any land classified 'Rural' zone for extensive agricultural purposes is listed as being a permitted (i.e. a 'P') use. Notwithstanding this fact, Council's development approval is still required as no express exemption to the requirement to obtain approval for any such use, including any associated construction works, is contained in LPS2 or the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS2 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment has confirmed the proposal is compliant or capable of compliance with the following relevant requirements:

- Land capability and land use compatibility;
- Lot boundaries and setbacks;
- Building height;
- Preservation of the rural character and amenity;
- Preservation of natural environmental features, drainage patterns and catchments;
- Vehicle access and parking; and
- Flood risk and stormwater drainage management.

In relation to the potential bushfire risk, Council should note the proposed new shed will be used for chemical storage purposes only to support the continued use of the subject land for extensive agricultural purposes (i.e. cropping and grazing). Given the proposed new shed will not:

- result in the intensification of land usage;
- result in an increase of residents or employees;

- iii) involve the occupation of employees on site for any considerable amount of time; or
- iv) result in an increase to the potential bushfire threat,

the development is exempt from the requirements of State Planning Policy 3.7 entitled 'Planning in Bushfire Prone Areas' and the associated regulations. As such, Council may approve the application without the need for a Bushfire Attack Level (BAL) Assessment and Bushfire Management Plan.

In relation to the potential pollution risk arising from chemical spills, Council should note the following key points:

- a) The property is not located in an environmentally sensitive area or a designated public drinking water source area;
- b) The proposed structure will be sited approximately 110 metres from the land's southern boundary and 180 metres from the nearest intermittent creek line which is consistent with guidance published by the Department of Water and Environmental Regulation;
- c) The structure has been designed to ensure it is able to contain any major chemical spill including an impervious floor, walls, bunding, ventilation and drainage infrastructure; and
- d) All chemical storage within the proposed structure must be undertaken in a manner consistent with the *Dangerous Goods Safety Act 2004* and all associated regulations as well as Australian Standard AS 2507-1998 entitled '*The Storage and Handling of Agricultural and Veterinary Chemicals*'.

In light of the above findings it is concluded the proposal for Lot 18816 is acceptable and unlikely to have any negative impact on the general amenity, character, functionality and safety of the immediate locality. As such, it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 (as amended)
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Corrigin Local Planning Scheme No.2
Environmental Protection Act 1986
Dangerous Goods Safety Act 2004

POLICY IMPLICATIONS

NIL

PUBLIC CONSULTATION

Not required or deemed necessary.

FINANCIAL IMPLICATIONS

There are no immediate financial implications for the Shire aside from the administrative costs associated with processing the application which are provided for in Council's annual budget and have been offset by the development application fee paid by the applicant. All costs associated with the proposed development will be met by the landowners.

It is significant to note should the applicant/landowners be aggrieved by Council's final decision in this matter, they have the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined

at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Economic

A strong, diverse economy supporting agriculture, local business and attracting new industry

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
2.1	Support the diverse industry across the Shire	2.1.5	Support local business development initiatives where possible.

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

(119/2022) Moved: Cr Coppen

Seconded: Cr Fare

That Council **APPROVE** the development application submitted by Auspan Building Systems Pty Ltd on behalf of MG & M Leach (Landowners) to construct a new 260m² chemical storage shed on Lot 18816 (No.235) Dilling Road, Corrigin to support the continued use of the land for extensive agricultural purposes subject to the following conditions and advice notes:

Conditions

1. The proposed development shall be undertaken in a manner consistent with all the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by the local government.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of the local government.
3. The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the use shall not be carried out without the further approval of the local government having first being sought and obtained.
4. All external surfaces of the proposed structure shall be clad with new materials only.
5. The proposed structure shall be used for chemical storage purposes associated with the current agricultural use of the land unless otherwise approved by the local government.
6. All stormwater drainage shall be directed away from the proposed structure and managed and disposed of on-site to the specifications and satisfaction of the local government's Chief Executive Officer. No stormwater is permitted to be directed to any dam, catchment, drainage channel or creek line traversing the property.

Advice Notes

1. *This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant/landowners and not the local government to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the local government's attention.*
2. *This is a development approval of the Shire of Corrigin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowners to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*
3. *In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application may need to be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land. To confirm the relevant requirements in this regard please contact the local government's Building Surveyor Mr Peter Hulme on 0402 232 264 or peter.hulme@kalamunda.wa.gov.au.*
4. *The proposed structure is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with any building permit application that may be required.*
5. *All chemical storage within the proposed structure must be undertaken in a manner consistent with the Dangerous Goods Safety Act 2004 and all associated regulations as well as Australian Standard AS 2507-1998 entitled 'The Storage and Handling of Agricultural and Veterinary Chemicals'.*
6. *The landowners are reminded of their obligation to ensure compliance with the specific standards and requirements of the Shire of Corrigin Annual Fire Break Notice as it applies to all land within the municipal district.*
7. *Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.*
8. *If the applicant/landowners are aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the determination.*

Carried 7/0

8.2.5.BENDERING ASBESTOS DISPOSAL FEES FOR FIRE AFFECTED PROPERTIES

Applicant:	Shire of Corrigin
Date:	11/10/2022
Reporting Officer:	Lauren Pitman, Environmental Health Officer
Disclosure of Interest:	Nil
File Number:	ES.0035
Attachment Ref:	NIL

SUMMARY

This item seeks Council consideration of reducing the asbestos disposal fees for fire affected properties.

BACKGROUND

There have been 14 farming properties affected by the February 2022 bushfires in Corrigin, where assets containing asbestos material were burnt. Due to the nature of burnt asbestos, the waste left behind has had to be removed by unrestricted licenced asbestos removalists. The cost of removal work is significant for those affected.

All affected farmers that have had their properties remediated have used the same contractor who has been in the area since May. Over 400m³ of asbestos contaminated soil and waste asbestos material has been disposed of at the Bendering Landfill which is owned jointly by the shires of Corrigin, Kondinin, Kulin, and Narembeen.

The cost of disposal for some of the affected farmers that were not insured is significant. The Shire would like to do something to help reduce the financial pressure on these people. One thing that came up was the cost of disposal at the landfill.

The Shire of Bruce Rock waived the tip fees for those property owners that had to dispose of asbestos contaminated waste at their landfill.

At the recent meeting of the Roe Regional Organisation of Councils (Roe ROC) the Shire of Corrigin requested that member shires consider helping the affected residents in the Shire of Corrigin through a partial refund of tip fees if an application is lodged by the affected person.

The following resolution was passed at the Roe ROC meeting held on 29 September 2022.

That Roe ROC refund on application, 50% of asbestos disposal fees of those landowners affected by the 6 February 2022 bushfires, whom have not otherwise been compensated as a result of an approved insurance claim.

COMMENT

The RoeROC group decision could also stand for future events of this nature in any of the RoeROC Shires.

The Shire of Corrigin manages the income and expenditure for the Bendering Landfill on behalf of Roe ROC and approves the fees and charges as part of the annual adoption of the budget after consultation with the member shires.

STATUTORY ENVIRONMENT

Local Government Act 1995:

s.5.42 Delegation of some powers or duties to the CEO

s.5.43 Limitations on delegations to the CEO

s.6.12 Power to defer, grant discounts, waive or write off debts

Delegation 1.2.14 Defer, Grant Discount, Waive or Write off Debts

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The income and expenditure for the Bendering Landfill Facility is managed by the Shire of Corrigin and proceeds from operations are distributed to Roe ROC shires at the end of the financial year.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership

Strong Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Action
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council's Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	Provide Council adequate and appropriate financial information on a timely basis
4.5	Implement systems and processes that meet legislative and audit obligations	4.5.1	Continual improvement in governance and operational policies, processes and implementation.

VOTING REQUIREMENT

Absolute Majority

COUNCIL RESOLUTION

(120/2022) Moved: Cr Steele

Seconded: Cr Coppen

That Council *resolved*, on application, 50% of asbestos disposal fees of those landowners affected by the 6 February 2022 bushfires, whom have not otherwise been compensated as a result of an approved insurance claim.

Carried by Absolute Majority 7/0

8.3. WORKS AND SERVICES

NIL

9. CHIEF EXECUTIVE OFFICER REPORT

10. PRESIDENT'S REPORT

The President attended the Roe ROC meeting and met with Mia Davies MLA as well as the Fire Recovery Update hosted by the Corrigin Farm Improvement Group and meeting Corrigin Recreation Centre roof meeting.

The WALGA Local Government Convention took place over 2 – 4 October and was attended by Cr Hickey, Cr Weguelin, Cr Jacobs and Cr Dickinson. The Councillors listened to some very interesting and inspiring speakers with the overall theme of the convention being embracing change. The President noted that the organisers of the event once again did a brilliant job.

The President attended the farewell for Heather Talbot and Craig Fulwood on 11 October and thanked both Heather and Craig for their many years of dedication to the Shire of Corrigin.

Congratulations to Ian Hislop for winning the Best Community Group/Non Professional category for the WALGA 2022 Showcase in Pixels Award.

11. COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEM

12. URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL

13. INFORMATION BULLETIN

14. WALGA AND CENTRAL ZONE MOTIONS

15. NEXT MEETING

Ordinary Council Meeting on Tuesday 15 November 2022.

16. MEETING CLOSURE

The President, Cr Des Hickey thanked Cr Claire Steele for her commitment and dedication to the Shire of Corrigin. Claire has advised that she intends to resign from Council following the sale of their house. Cr Steele's input into Council has been highly valued and she will be sincerely missed.

Cr Hickey closed the meeting at 3.41pm.

President: _____ Date: _____



MINUTES

EDNA STEVENSON TRUST FUND TRUSTEES MEETING

7 November 2022, 12.30pm

Venue: Council Chambers,
9 Lynch Street Corrigin

Terms of Reference

1.0 NAME

The Stevenson Trust Fund established by a trust deed dated 27 September 2005.

2.0 OBJECTIVES OF TRUST FUND

The promotion and advancement of the education of the residents of the Shire of Corrigin.

3.0 APPLICATION OF THE INCOME OR CAPITAL OF THE STEVENTSON'S TRUST FUND

Income shall be applied in the following ways:

- Establishing and maintaining a scholarship to be called the Stevenson Scholarship
- Assisting Corrigin District High School with the operation of their health and wellbeing programs for students; and
- Towards such other causes that comply with the object of the Trust Fund, as described in 2, and are agreed to by unanimous resolution of Trustees.

1. DECLARATION OF OPENING

The Chairperson Cr Des Hickey, opened the meeting at 12.36pm

2. ATTENDANCE/APOLOGIES

President – Shire of Corrigin

Principal – Corrigin District High School

Chairperson – Board Corrigin District High School

Sergeant – Corrigin Police Station

Cr D Hickey

S Hardingham

J MacGregor

S Mayne

Staff

Chief Executive Officer – Shire of Corrigin

Executive Support Officer – Shire of Corrigin

N Manton

K Biglin

3. MINUTES OF PREVIOUS MEETING

Moved: Cr Des Hickey

Seconded: Natalie Manton

Minutes of the Stevenson Trust Fund Trustees meeting held on Monday 9 May 2022 (Attachment 3) be confirmed as a true and accurate.

Carried

4. GENERAL BUSINESS

4.1. FINANCIAL REPORTS

Financial reports as at 31 October 2022.

Moved: Juanita MacGregor

Seconded: Steve Mayne

Financial reports as at 31 October 2022 be accepted.

Carried

Edna Stevenson Trust Fund
Receipts and Payments Statement for 2022/2023
As at 31 October 2022

Income		Expenditure	
Interest - 2022/2023	\$ 1,443.74	Scholarships paid	\$ 3,907.89
		Administration Fee paid to Corrigin Shire	\$ -
Total Income	\$ 1,443.74	Total Expenditure	\$ 3,907.89
Opening Balance (2006/07)			\$ 30,050.67
Balance of Income & Expenditure - 2007/08			\$ 737,163.11
Balance of Income & Expenditure - 2008/09			\$ 28,870.86
Balance of Income & Expenditure - 2009/10			\$ 33,482.54
Balance of Income & Expenditure - 2010/11			\$ 21,971.28
Balance of Income & Expenditure - 2011/12			\$ 33,558.85
Balance of Income & Expenditure - 2012/13			\$ 21,490.90
Balance of Income & Expenditure - 2013/14			\$ 18,684.62
Balance of Income & Expenditure - 2014/15			\$ 8,702.19
Balance of Income & Expenditure - 2015/16			\$ 13,869.35
Balance of Income & Expenditure - 2016/17			-\$ 18,617.13
Balance of Income & Expenditure - 2017/18			\$ 9,309.52
Balance of Income & Expenditure - 2018/19			\$ 1,713.96
Balance of Income & Expenditure - 2019/20			-\$ 14,174.30
Balance of Income & Expenditure - 2020/21			-\$ 23,309.66
Balance of Income & Expenditure - 2021/22			-\$ 24,809.62
Balance of Income & Expenditure - 2022/23			-\$ 2,464.15
Balance as at 31 October 2022			\$ 875,492.99
National At call Common Fund - Bank Reconciliation			
Bank Balance as per statement 31/10/2022			\$ 875,492.99
Less Unpresented Cheques			\$ -
Closing Balance			\$ 875,492.99
Net Balance - Capital	\$ 728,900.73		\$ -
Net Balance - Operating	\$ 146,592.26		
	\$ 875,492.99		
The Shire of Corrigin holds in trust the following items, which are located within Council's safe			
1 pearl necklace			
8 silver pendants			
161 opal stones as at 10 Aug 2020			

4.2. SCHOLARSHIP STATUS REPORT

2019 Academic year:					
	Awarded	Claimed	Withdrawn	Remaining	Comments
Marion Lewis	\$ 5,000.00			\$ 5,000.00	Receipts received, under assessment
Chloe Baxter	\$ 5,000.00	\$ 3,589.00	\$1,411.00	\$ 2,822.00	Some payments made. Scholarship finalised.
2020 Academic year:					
	Awarded	Claimed	Withdrawn	Remaining	Comments
Levi Ebsary	\$5,000.00	\$5,000.00			Scholarship finalised.
Chloe Baxter	\$5,000.00	3,589.00	\$1,761.47	-	\$1761.47 unclaimed. Withdrawn Scholarship finalised
2021 Academic year:					
	Awarded	Claimed	Withdrawn	Remaining	Comments
Darcy Smith	\$5,000.00	\$626.08		\$4,373.92	Agreement received. Payments made
Tahlia Baxter	\$5,000.00	\$3,337.84		\$1,662	Agreement received. Payments made
Trevor Lewis	\$5,000.00			\$5,000.00	Agreement received.
2022 Academic year:					
	Awarded	Claimed	Withdrawn	Remaining	Comments
Morgan Houde-Pearce	\$3,500.00	3,117.40		\$382.60	Agreement Received.
Mitchell O'Brien	\$5,000.00	\$3,907.89		\$1,092.11	Agreement Received.

4.3. CONSIDERATION OF NEW SCHOLARSHIP APPLICATIONS

As at 1 November 2022, one (1) scholarship application (Attachment 4.3) has been received as follows:

Applicant	Education Intuition	Amount requested
(1) Samuel Hughes	St Norberts College	\$18149.00

Moved: Shannon Hardingham Seconded: Juanita MacGregor
The Trustees grant Samuel Hughes a scholarship of up to \$5,000 for the 2023 calendar year.

Carried

4.4. OTHER MATTERS

Shannon to look into submitting a proposal to the committee for students at Corrigin DHS to attend various camps in 2023, such as leadership camp and careers camp.

5. NEXT MEETING

The meeting schedule for 2023 will be as follows:

- 13 February 2023
- 8 May 2023
- 7 August 2023
- 13 November 2023

6. MEETING CLOSURE

The Chairperson, Cr Des Hickey, closed the meeting at 12.58pm.



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

7 November 2022, 1.00pm

Venue: Council Chambers,
9 Lynch Street Corrigin

TERMS OF REFERENCE

1.0 NAME

The Committee shall be known as the Corrigin Local Emergency Management Committee (LEMC).

2.0 ROLE OF THE COMMITTEE

To assist the Local Emergency Coordinators to develop and maintain effective emergency management arrangements for the Shire of Corrigin.

3.0 OBJECTIVES OF THE COMMITTEE

- To advise and assist the Shire of Corrigin in ensuring that local emergency management arrangements are established for its district.
- To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements.
- To assist with the preparation and approval of the Corrigin Local Emergency Management Plan and submit such plans to the Office of Emergency Management (OEM) for approval.
- To review at least annually the Corrigin Local Emergency Management Plan.
- To assist in the preparation of emergency management operating procedures for application in the Shire of Corrigin.
- To ensure appropriate testing and exercising of the local emergency management plan.
- To prepare an annual report of the activities of the LEMC for submission to the OEM.
- To provide assistance to the Local Emergency Coordinators and Hazard Management Agencies during emergency management operations.
- To carry out such other emergency management functions as directed by OEM.

4.0 MEMBERSHIP

The Council appoints to the Committee those ex-officio representatives whose titles appear below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing at the date of the Local Government election in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

Membership of the Committee shall be:

- The President of the Shire of Corrigin
- Deputy Shire President
- The Officer in Charge of the Corrigin Police District or delegate(s)
- The Shire's Chief Bush Fire Control Officer
- The SES Area Manager or delegate
- The Chairperson of St John Ambulance Corrigin or delegate
- A health representative from the Corrigin Hospital
- An officer from the Department of Communities
- Representatives from other agencies as required

5.0 PRESIDING MEMBER

The President takes the role of Presiding Member. The members of the Committee shall elect a Deputy Presiding Member to chair in the absence of the Presiding Member at the first meeting after the local government election to satisfy the requirements of the Local Government Act.

The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Corrigin Standing Orders.

The minutes of the advisory committee are to be submitted to the next ordinary meeting of the committee for confirmation. The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

The Local Government Act 1995 places responsibility for speaking on behalf of Council with the President, or the CEO if the President agrees. The Presiding Member, if not the Shire President, as well as individual members of the Committee are to refrain from speaking publicly on behalf of the committee or Council, or to issue any form of written material purporting to speak on behalf of the committee or Council without the prior approval of the Shire President.

6.0 CONDUCT OF MEETINGS

Ordinary meetings of the Committee shall be held on a day as determined by the Presiding Member generally in February, May, August and December each year. Written notice shall be given to all Committee members, at least 14 days prior to the meeting. Special meetings of the Committee may be convened:

- by the Presiding Member
- by written notice to all committee members, such notice being signed by at least four members of the Committee, giving not less than seven days notice and stating purpose of the meeting.
- by the Council

The time and venue of meetings will be determined by the Presiding Member or the Council having due regard to the general convenience of the Committee members.

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

Every meeting:

- Confirmation of local emergency management arrangements contacts details and key holders;
- Review of any post-incident reports and post exercise reports generated since last meeting;
- Progress of emergency risk management process;
- Progress of treatment strategies arising from emergency risk management process;
- Progress of development or review of local emergency management arrangements; and
- Other matters determined by the local government.

First quarter:

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

Second quarter:

- Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
- Finalisation and approval of annual business plan.

Third quarter:

- Identify emergency management projects for possible grant funding.

Fourth quarter:

- National and State funding nominations.

The Committee is established by the Council of the Shire of Corrigin under the powers and given in section 5.8 of the Local Government Act 1995. Notice of meetings, quorum requirements of 50% of members and all other matters pertaining to the conduct of the committee shall be carried out in accordance with the Local Government Act 1995.

7.0 DELEGATED POWERS

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of committees meetings are to be presented to Council by Shire staff for noting or for consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

1. DECLARATION OF OPENING

The Chairperson, Cr Des Hickey opened the meeting at 1.07pm.

2. ATTENDANCE

Shire President, Shire of Corrigin	Cr. D Hickey
Chief Executive Officer, Shire of Corrigin	N Manton
Executive Support Officer	K Biglin
Deputy Recovery Officer	L Baker
Acting/Principal, Corrigin District High School	S Hardingham
Area Officer Narrogin West, DFES	A Whitford
Community Emergency Services Manager	J Carrall
Corrigin Police	S Mayne
Department of Communities	T Sillitto
Corrigin VFRS	T Di Fulvio
Corrigin VFRS	S Caley

APOLOGIES

Department of Communities	M Duxbury
Shire of Corrigin Councillor	M Weguelin
Corrigin Hospital	L Pescud

3. MINUTES OF PREVIOUS MEETING

Moved: Cr D Hickey **Seconded:** S Hardingham

Minutes of the LEMC meeting held on Monday 8 August 2022 (Attachment 3.1) be confirmed as a true and accurate.

Carried

4. REVIEW OF LEMC DOCUMENTS

As notified, the ESO will make minor amendments to the arrangements below

- Local Emergency Management Arrangements (*Attachment 4.1*)
- Local Emergency Evacuation Plan (*Attachment 4.2*)
- Local Emergency Recovery Plan (*Attachment 4.3*)

5. REVIEW OF INCIDENTS AND EXERCISES

5.1. INCIDENTS

Minor hay truck fire on Connelly Road.

5.2. DESKTOP EXERCISE

J Carrall opened a discussion on how to improve communication channels during an emergency.

- Command posts require local knowledge.
- Use of Incident Response Vehicles, which come with crews to take over the communication.
- Incident Response Group meetings – important to hold immediately after an incident. Templates with guidance notes on what to discuss at each meeting will decrease anxiety on what might be missed during discussions.
- Emergency noticeboard to display emergency notifications in prominent location in townsite.
- Share community to notices issued by DFES, Police, Main Roads etc to avoid mixed messaging and focussing on delivering the single source of truth.
- Promotion of listening to bushfire messages via radio stations and television announcements.
- Requirement of Recovery Officer on-site.

6. DEVELOPMENT OF FUTURE EXERCISES

- Training for shire office staff on use of the radio.
- Ladies training day
- Large exercise involving surrounding shire emergency services e.g.: School bus rollover, tourist bus rollover.

7. REPORTS TO STATE EMERGENCY MANAGEMENT COMMITTEE

NIL

8. IDENTIFY EMERGENCY MANAGEMENT PROJECTS

9. FUNDING

10. OTHER MATTERS

10.1. Meeting Dates For 2023

- 13 February 2023
- 8 May 2023
- 7 August 2023
- 13 November 2023

11. REPORTS

Reports from LEMC members and stakeholders

Department of Communities

- Department of Communities staff from the All-Hazards Unit have completed four deployments to NSW Flood Recovery affected areas between May and June. Staff were placed throughout the region.
- New District Emergency Services Officer for the Great Southern, Michele Duxbury commenced on the 1 September 2022 and is working remotely, transition into the region towards the end of October 2022. Mobile number is 0467 963 661. (no change to contact number).
- Regular training sessions, predominantly for Department of Communities staff is being facilitated over the ensuing months so staff are prepared and ready to respond for the high threat season.
- Local Emergency Management Plans (LEMP's) are always being reviewed, if you see any information that is not current, please advise michele.duxbury@communities.wa.gov.au
- Communities Great Southern's boundary for Emergency Welfare response has changed to incorporate the Upper Great Southern. The Wheatbelt has been managing this previously. Alignment with Great Southern Police district with the exception of Walpole and Ravensthorpe who remain a response from either the Southwest or Esperance. Communities Great Southern will work with colleagues in neighbouring regions to provide an emergency response depending on the event, the day-to-day operations will site with the District Emergency Services Officer in the Great Southern. A rough outline of the new Great Southern region is Brookton across to Lake Grace is the line north, West Arthur to Denmark in the west, Denmark to Bremer Bay to the south and Jerramungup to Lake Grace in the east.
- Training: Please advise if you would like training conducted for local government staff, this can be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Aim is July-Aug to ensure completed. Please e-mail michele.duxbury@communities.wa.gov.au to request training.

- Recovery: Communities is working with service providers in the recovery space to set up workshops and regular meetings to focus on recovery. Post activations of this year it has identified a need within the Great Southern to increase stakeholder relationships and plan for recovery throughout the year. This has resulted in a need to have a wider inclusion of the recovery element into the DEMP framework. Work progresses with some more formal presentation to the DEMC to occur, further updates to continue.

DFES

- Aircraft support will now be available and stationed in Narrogin.

Corrigin Police

- Currently focussing on dealing with issues involving off-road motorcycles, heavy vehicle and recreational vehicle compliance.

Corrigin Volunteer Fire and Rescue

- VFRS are having to assist on jobs where the Corrigin Ambulance is busy or uncontactable. Having to call in out of town Ambulances to assist.

Shire of Corrigin

- Upcoming meeting at the Wheatbelt Development Commission in Northam for Wheatbelt fire recovery.
- DFES recently identified an inconsistency in the gazetted and advertised restricted burning period dates for the Shire. This issue has now been rectified by the Minister for Emergency Services.
- Following the changes to the Australian Fire Danger Rating System (AFDRS), the Shire Firebreak Order has been reviewed and changed.
- The CEO attended a meeting regarding workplace health and safety for Bushfire Control Officers. The shire will be developing policies and procedures that much be followed, as well as having mandatory training for all new brigade members.

Deputy Recovery Officer

- The fire book is coming along nicely. The committee is hoping to receive funding to lower the final cost of the book.
- Funds raised for fire affected families are soon to be distributed by the Economic Committee.

CESM

- Multiple trainings held over this year. Over 80 volunteers from Corrigin attended training.
- Attended the Corrigin pre-start meeting and brigade meetings to go over truck operating and use.
- Training program to carry on into the new year.
- Developing a ladies rural fire awareness program for next year.

12. NEXT MEETING

The next meeting will be Monday 13 February 2022 at 1.00pm.

13. MEETING CLOSURE

The Chairperson, Cr Des Hickey closed the meeting at 2.24pm.

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF OCTOBER 2022

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT18031	27/10/2022	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES FOR SEPTEMBER 2022	\$ 34.87	TRUST
EFT18032	27/10/2022	SHIRE OF CORRIGIN - MUNICIPAL	TRANSWA TICKET COMMISSIONS FOR SEPTEMBER 2022	\$ 9.68	TRUST
20784	04/10/2022	SHIRE OF CORRIGIN	CONTAINERS FOR CHANGE SCHEME FLOAT RECOUP	\$ 206.30	MUNI
20785	06/10/2022	SHIRE OF CORRIGIN	PAYROLL DEDUCTIONS	\$ 198.00	MUNI
20786	07/10/2022	SYNERGY	ELECTRICITY CHARGES	\$ 13,073.47	MUNI
20787	13/10/2022	SHIRE OF CORRIGIN	CONTAINERS FOR CHANGE SCHEME FLOAT RECOUP	\$ 100.90	MUNI
20788	14/10/2022	SYNERGY	ELECTRICITY CHARGES	\$ 4,028.70	MUNI
20789	14/10/2022	WATER CORPORATION OF WA	WATER CHARGES	\$ 606.79	MUNI
20790	20/10/2022	SHIRE OF CORRIGIN	PAYROLL DEDUCTIONS	\$ 179.00	MUNI
20791	26/10/2022	SHIRE OF CORRIGIN	CONTAINERS FOR CHANGE SCHEME FLOAT RECOUP	\$ 298.40	MUNI
EFT17965	06/10/2022	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTIONS	\$ 392.63	MUNI
EFT17966	07/10/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY AND ASSOCIATED LEGAL FEES	\$ 2.75	MUNI
EFT17967	07/10/2022	ARM SECURITY	ALARM MONITORING SERVICES - WORKS DEPOT	\$ 164.58	MUNI
EFT17968	07/10/2022	ARROW BRONZE	NICHE WALL PLAQUES	\$ 933.02	MUNI
EFT17969	07/10/2022	AUSTRALIA POST	POSTAGE CHARGES FOR SEPTEMBER 2022	\$ 1,478.51	MUNI
EFT17970	07/10/2022	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR AUGUST 2022	\$ 7,566.00	MUNI
EFT17971	07/10/2022	BEST OFFICE SYSTEMS	PRINTING CHARGES - ADMIN OFFICE, RESOURCE CENTRE	\$ 831.22	MUNI
EFT17972	07/10/2022	BORAL CONSTRUCTION MATERIALS GROUP LTD	12 TONNES OF PATCHING ASPHALT, 300 LITRES OF EMULSION	\$ 5,520.90	MUNI
EFT17973	07/10/2022	CJS AGRI-MECHANICS	PLANT SERVICE & REPAIRS - GRADERS, CEMENT TRUCK	\$ 2,206.18	MUNI
EFT17974	07/10/2022	CORRIGIN HOCKEY CLUB	BOND REFUND	\$ 150.00	MUNI
EFT17975	07/10/2022	DENARO EARTHMOVING	EXCAVATION WORKS AT BENDERING TIP	\$ 10,340.00	MUNI
EFT17976	07/10/2022	G & W SURVEYS	SURVEYING SERVICES - ROTARY PARK DRAINAGE, CREC CARPARK LINES	\$ 2,937.00	MUNI
EFT17977	07/10/2022	GREENFIELD TECHNICAL SERVICES	ASSISTANCE WITH DRFAWA EMERGENCY CLEAN UP CLAIM - FLOOD	\$ 1,570.80	MUNI
EFT17978	07/10/2022	LANDGATE	GROSS RENTAL VALUATION G2022/2	\$ 94.62	MUNI
EFT17979	07/10/2022	MCMILES INDUSTRIES PTY LTD	REPAIRS TO UNDERGROUND WATER SYSTEM FOR SHIRE PARKS	\$ 374.00	MUNI
EFT17980	07/10/2022	NEU-TECH AUTO ELECTRICS	PLANT REPAIRS - BBQ TRAILER	\$ 114.90	MUNI
EFT17981	07/10/2022	SEEK LIMITED	SEEK ADVERTISEMENT - ADMINISTRATION OFFICER	\$ 544.50	MUNI
EFT17982	07/10/2022	TELSTRA	PHONE AND INTERNET CHARGES	\$ 569.98	MUNI
EFT17983	07/10/2022	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	\$ 11.01	MUNI
EFT17984	07/10/2022	WESFARMERS KLEENHEAT GAS PTY LTD	BULK GAS - CREC	\$ 1,285.88	MUNI
EFT17985	07/10/2022	WITHERS AND ASSOCIATES	ASSISTANCE WITH PUBLIC HEALTH PLAN - CONSULTATION PHASE	\$ 3,850.00	MUNI
EFT17986	07/10/2022	XL LINEMARKING	LINE MARKING SERVICES - HILL STREET, CONNELLY PARADE	\$ 3,795.00	MUNI
EFT17987	14/10/2022	A & M MEDICAL SERVICES PTY LTD	DEFIBRILLATOR SERVICE AT CREC AND CARAVAN PARK	\$ 267.30	MUNI

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF OCTOBER 2022

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT17988	14/10/2022	ALLWEST PLANT HIRE AUSTRALIA PTY LTD	PLANT HIRE - SKID STEER LOADER	\$ 5,434.00	MUNI
EFT17989	14/10/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY AND ASSOCIATED LEGAL FEES	\$ 972.15	MUNI
EFT17990	14/10/2022	BOC LIMITED	CONTAINER SERVICE FEE FOR SWIMMING POOL - MEDICAL OXYGEN	\$ 12.53	MUNI
EFT17991	14/10/2022	BEST OFFICE SYSTEMS	PRINTING CHARGES - WORKS DEPOT	\$ 50.48	MUNI
EFT17992	14/10/2022	BROWNLEY'S PLUMBING & GAS	REPAIRS TO SOLAR HART AND TAPS - 1 SPANNEY STREET	\$ 892.10	MUNI
EFT17993	14/10/2022	CTI LOGISTICS (FORMERLY STIRLING FREIGHT EXPRESS)	FREIGHT CHARGES	\$ 1,231.07	MUNI
EFT17994	14/10/2022	CONNELLY IMAGES	SAFETY SIGNAGE FOR CORRIGIN WASTE MANAGEMENT SITE	\$ 1,012.00	MUNI
EFT17995	14/10/2022	CORRIGIN ENGINEERING PTY LTD	PLANT REPAIRS - MINI EXCAVATOR	\$ 191.92	MUNI
EFT17996	14/10/2022	CORRIGIN HARDWARE	HARDWARE SUPPLIES FOR SEPTEMBER 2022	\$ 1,658.90	MUNI
EFT17997	14/10/2022	CORRIGIN MEDICAL CENTRE	EMPLOYEE MEDICAL EXAMINATION TO RENEW MC LICENCE	\$ 168.50	MUNI
EFT17998	14/10/2022	CORRIGIN OFFICE SUPPLIES	COMPUTER HARDWARE SUPPLIES, STATIONERY SUPPLIES	\$ 1,597.67	MUNI
EFT17999	14/10/2022	CORRIGIN ROADHOUSE	REFRESHMENTS AND CATERING SUPPLIES	\$ 1,201.30	MUNI
EFT18000	14/10/2022	CORRIGIN TYREPOWER	PLANT REPAIRS - COLORADO UTE	\$ 53.00	MUNI
EFT18001	14/10/2022	DEPT OF FIRE & EMERGENCY SERVICES	2022 / 2023 EMERGENCY SERVICES LEVY PAYMENTS	\$ 6,754.83	MUNI
EFT18002	14/10/2022	DR T RAMAKRISHNA	SUBSIDY PAYMENT AS PER AGREEMENT	\$ 16,926.51	MUNI
EFT18003	14/10/2022	EXURBAN PTY LTD	TOWN PLANNING CONSULTANCY SERVICES FOR SEPTEMBER 2022	\$ 5,148.31	MUNI
EFT18004	14/10/2022	FIRST HEALTH SERVICES	MEDICAL SUPPORT SERVICE FEE FOR OCTOBER 2022	\$ 12,552.85	MUNI
EFT18005	14/10/2022	GREAT SOUTHERN FUEL SUPPLIES	FUEL SUPPLIES FOR AUGUST AND SEPTEMBER 2022	\$ 28,068.63	MUNI
EFT18006	14/10/2022	HAULMORE TRAILER RENTALS	PLANT HIRE - TANDEM DOLLY TRAILER	\$ 1,430.00	MUNI
EFT18007	14/10/2022	IT VISION	IMPLEMENTATION OF SYNERGYSOFT PAYSIP E MAILING SERVICE	\$ 2,897.40	MUNI
EFT18008	14/10/2022	INSTANT TRANSPORTABLE OFFICES PTY LTD	PROGRESS PAYMENT FOR BULYEE HALL ABLUTION BLOCK	\$ 1,462.73	MUNI
EFT18009	14/10/2022	JA GIMBEL PAINTING	PAINTING SERVICES - COUNCIL CHAMBERS, 11 COURBOULES CRESCENT	\$ 6,655.00	MUNI
EFT18010	14/10/2022	JTAGZ PTY LTD	CAT AND DOG REGISTRATION TAGS	\$ 233.20	MUNI
EFT18011	14/10/2022	KATEMS SUPERMARKET	REFRESHMENTS AND CATERING SUPPLIES	\$ 1,214.92	MUNI
EFT18012	14/10/2022	LANDGATE	RURAL UV INTERIM VALUATION R2022/6	\$ 166.42	MUNI
EFT18013	14/10/2022	MARKETFORCE	TENDER ADVERTISING 03-2022 PUSHING UP GRAVEL IN CORRIGIN SHIRE	\$ 412.04	MUNI
EFT18014	14/10/2022	MCLEODS BARRISTERS & SOLICITORS	PREPARATION OF LEASES FOR COMMUNITY ORGANISATIONS	\$ 1,967.18	MUNI
EFT18015	14/10/2022	NA TURNER & SON	7,000 CUBIC METRES OF GRAVEL	\$ 7,700.00	MUNI
EFT18016	14/10/2022	NATURAL PARK	10,000 CUBIC METRES OF GRAVEL	\$ 11,000.00	MUNI
EFT18017	14/10/2022	NUTURF - (AMGROW AUSTRALIA PTY LTD)	FERTILISER AND TURF STARTER FOR CORRIGIN OVAL	\$ 4,118.40	MUNI
EFT18018	14/10/2022	S & J BOZANICH EARTHMOVING PTY LTD	PUSH UP GRAVEL AT NATURAL PARK	\$ 17,000.00	MUNI
EFT18019	14/10/2022	SHERRIN RENTALS	PLANT HIRE - SMOOTH DRUM ROLLER, PADFOOT ROLLER	\$ 8,206.00	MUNI
EFT18020	14/10/2022	SQUIRE PATTON BOGGS (AU)	LEGAL ADVICE AND REPRESENTATION - CREC	\$ 5,064.40	MUNI

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF OCTOBER 2022

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT18021	14/10/2022	SUPREME SETTLEMENTS	CUSTOMER REFUND	\$ 1,380.37	MUNI
EFT18022	14/10/2022	WA CONTRACT RANGER SERVICES	RANGER SERVICES - ANIMAL CONTROL, FIREBREAK INSPECTIONS	\$ 1,254.00	MUNI
EFT18023	14/10/2022	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	STAFF TRAINING - ROADSIDE VEGETATION MANAGEMENT	\$ 100.00	MUNI
EFT18024	14/10/2022	WALLIS COMPUTER SOLUTIONS	OPTUS TETONIKA INTERNET SERVICE -OCTOBER 2022	\$ 187.00	MUNI
EFT18025	14/10/2022	WESFARMERS KLEENHEAT GAS PTY LTD	LPG CYLINDER SERVICE FEE - 51 GOYDER STREET	\$ 36.31	MUNI
EFT18026	14/10/2022	WESTERN MECHANICAL CORRIGIN	PLANT PARTS - LOADER	\$ 64.90	MUNI
EFT18027	14/10/2022	WORKFORCE ROAD SERVICES PTY LTD	LINE MARKING SERVICES - LOMOS SOUTH ROAD	\$ 87,201.15	MUNI
EFT18028	20/10/2022	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	\$ 41.00	MUNI
EFT18029	20/10/2022	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTIONS	\$ 392.63	MUNI
EFT18030	20/10/2022	SHIRE OF CORRIGIN OUTSIDE STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 150.00	MUNI
EFT18033	27/10/2022	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR SEPTEMBER 2022	\$ 51,699.00	MUNI
EFT18034	27/10/2022	AVON WASTE	4 WEEKS RUBBISH COLLECTION - SEPTEMBER 2022	\$ 20,145.78	MUNI
EFT18035	27/10/2022	BELINDA KNIGHT	PAYMENT CANCELLED - INCORRECT BANK DETAILS	\$ -	MUNI
EFT18036	27/10/2022	CJS AGRI-MECHANICS	PLANT SERVICE & REPAIRS - GRADER, ROLLER, CREW CAB TRUCK	\$ 6,657.51	MUNI
EFT18037	27/10/2022	CEMETERIES & CREMATORIA ASSOCIATION OF WA INC	2022 / 2023 CCAWA MEMBERSHIP	\$ 125.00	MUNI
EFT18038	27/10/2022	CENTRAL COUNTRY ZONE WALGA	2022 / 2023 ANNUAL SUBSCRIPTION	\$ 2,200.00	MUNI
EFT18039	27/10/2022	CORRIGIN CLEANING SERVICE	RESOURCE CENTRE CONFERENCE ROOM CARPET CLEANING	\$ 299.20	MUNI
EFT18040	27/10/2022	CORRIGIN HOTEL	REFRESHMENTS AND CATERING SUPPLIES	\$ 198.91	MUNI
EFT18041	27/10/2022	CORRIGIN MEDICAL CENTRE	PRE-EMPLOYMENT MEDICAL APPOINTMENTS	\$ 661.50	MUNI
EFT18042	27/10/2022	CORRIGIN TYREPOWER	PLANT REPAIRS - PRIME MOVER, SIDE TIPPER TRAILER	\$ 3,450.00	MUNI
EFT18043	27/10/2022	CUBY AGRICULTURAL WINDSCREENS	PLANT REPAIRS - COLORADO UTE, HILUX UTE	\$ 585.00	MUNI
EFT18044	27/10/2022	DEPT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY FOR SEPTEMBER 2022	\$ 56.65	MUNI
EFT18045	27/10/2022	HERSEY'S SAFETY PTY LTD	SMALL PLANT PARTS FOR REPAIRS	\$ 108.90	MUNI
EFT18046	27/10/2022	HUTTON AND NORTHEY SALES	PLANT PARTS - PRIME MOVER	\$ 30.84	MUNI
EFT18047	27/10/2022	INSTANT TRANSPORTABLE OFFICES PTY LTD	PROGRESS PAYMENT FOR BULYEE HALL ABLUTION BLOCK	\$ 2,383.70	MUNI
EFT18048	27/10/2022	KRISTY JANE LUDLOW	SEW ANZAC BANNERS FOR SHIRE FOYER	\$ 100.00	MUNI
EFT18049	27/10/2022	LGISWA	2022 / 2023 INSURANCE PREMIUMS - SECOND INSTALMENT	\$ 142,486.93	MUNI
EFT18050	27/10/2022	MALLEE TREE CAFE & GALLERY	REFRESHMENTS AND CATERING SUPPLIES	\$ 977.00	MUNI
EFT18051	27/10/2022	NEU-TECH AUTO ELECTRICS	PLANT PARTS - GRADER, COLORADO UTE	\$ 1,463.55	MUNI
EFT18052	27/10/2022	SHIRE OF BROOKTON	PROVISION OF COMMUNITY EMERGENCY SERVICES MANAGER	\$ 4,639.94	MUNI
EFT18053	27/10/2022	SUSETTE AUMORD	CUSTOMER REFUND	\$ 140.00	MUNI
EFT18054	27/10/2022	TELSTRA	PHONE AND INTERNET CHARGES	\$ 1,013.23	MUNI
EFT18055	27/10/2022	THE WORKWEAR GROUP PTY LTD	STAFF UNIFORM	\$ 499.90	MUNI

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF OCTOBER 2022

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
EFT18056	27/10/2022	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WA LOCAL GOVERNMENT CONVENTION - COUNCILLOR REGISTRATIONS	\$ 4,900.00	MUNI
EFT18057	27/10/2022	WESTERN MECHANICAL CORRIGIN	PLANT SERVICE & REPAIRS - PRIME MOVER, DOLLY, SIDE TIPPER TRAILER	\$ 20,189.68	MUNI
EFT18058	27/10/2022	WHEATBELT BUSINESS NETWORK	2022 / 2023 RESOURCE CENTRE SUPPORT MEMBERSHIP	\$ 1,500.00	MUNI
EFT18059	31/10/2022	BELINDA KNIGHT	CONSULTANCY SERVICES - ACTING DEPUTY CEO	\$ 6,673.90	MUNI
DD14542.1	01/10/2022	WESTNET PTY LTD	INTERNET CHARGES	\$ 149.95	MUNI
DD14607.1	3/10/2022	NATIONAL AUSTRALIA BANK	CREDIT CARD PAYMENTS	\$ 1,298.20	MUNI
DD14554.1	05/10/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 9,630.04	MUNI
DD14554.2	05/10/2022	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 115.45	MUNI
DD14554.3	05/10/2022	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 399.76	MUNI
DD14554.4	05/10/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 487.29	MUNI
DD14554.5	05/10/2022	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 458.58	MUNI
DD14554.6	05/10/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,504.81	MUNI
DD14554.7	05/10/2022	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,095.48	MUNI
DD14554.8	05/10/2022	CONSTRUCTION & BUILDING UNIONS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 274.03	MUNI
DD14554.9	05/10/2022	HESTA	SUPERANNUATION CONTRIBUTIONS	\$ 59.08	MUNI
DD14584.1	19/10/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 9,016.70	MUNI
DD14584.2	19/10/2022	MLC NAVIGATOR RETIREMENT PLAN	SUPERANNUATION CONTRIBUTIONS	\$ 115.45	MUNI
DD14584.3	19/10/2022	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 368.56	MUNI
DD14584.4	19/10/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	\$ 487.29	MUNI
DD14584.5	19/10/2022	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 506.72	MUNI
DD14584.6	19/10/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,431.98	MUNI
DD14584.7	19/10/2022	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,117.39	MUNI
DD14584.8	19/10/2022	CONSTRUCTION & BUILDING UNIONS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$ 274.03	MUNI
DD14584.9	19/10/2022	HESTA	SUPERANNUATION CONTRIBUTIONS	\$ 59.08	MUNI
DD14632.1	31/10/2022	THE BOND ADMINISTRATOR	THE BOND ADMINISTRATOR DEBIT - 1 SPANNEY STREET	\$ 520.00	MUNI
DD14546.1	03/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 2,697.90	LIC
DD14548.1	04/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 958.30	LIC
DD14550.1	05/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 459.50	LIC
DD14567.1	07/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,003.10	LIC
DD14569.1	10/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 529.90	LIC
DD14572.1	11/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 9,346.75	LIC
DD14587.1	12/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 513.45	LIC
DD14590.1	13/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 4,054.90	LIC

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FOR THE MONTH OF OCTOBER 2022

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	BANK
DD14592.1	14/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,641.15	LIC
DD14594.1	17/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 533.40	LIC
DD14596.1	18/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,541.25	LIC
DD14598.1	19/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,531.40	LIC
DD14600.1	20/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 291.80	LIC
DD14602.1	21/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,383.25	LIC
DD14604.1	24/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 6,170.95	LIC
DD14606.1	25/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 3,451.00	LIC
DD14611.1	26/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,356.20	LIC
DD14618.1	27/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 338.35	LIC
DD14625.1	28/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 1,897.80	LIC
DD14629.1	31/10/2022	DEPARTMENT OF TRANSPORT	DOT DIRECT DEBIT	\$ 3,411.35	LIC
JNL	6/10/2022	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT PPE 05/10/2022	\$ 88,992.78	MUNI
JNL	20/10/2022	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT PPE 19/10/2022	\$ 69,105.66	MUNI

\$ 813,764.82

MUNICIPAL ACCOUNT PAYMENTS	\$ 770,608.57
TRUST ACCOUNT PAYMENTS	\$ 44.55
LICENSING ACCOUNT PAYMENTS	\$ 43,111.70
EDNA STEVENSON TRUST ACCOUNT PAYMENTS	\$ -
	\$ 813,764.82



SHIRE OF CORRIGIN
NAB BUSINESS MASTERCARD
PAYMENTS OF ACCOUNTS BY CREDIT CARD
FOR THE STATEMENT PERIOD: 30 AUGUST 2022 TO 28 SEPTEMBER 2022

DATE	DETAILS	DESCRIPTION	AMOUNT
CARD NUMBER 4557-XXXX-XXXX-4143			
28/08/2022	Bunnings Cannington	Gallery picture hanging hooks and lines for CEO office	\$ 40.80
30/08/2022	Corrigin Shire Municipal	Building permit application fee - Bulyee Hall toilet block	\$ 177.28
30/08/2022	Corrigin Shire Trust	Building application BCITF levy - Bulyee Hall toilet block	\$ 97.27
20/09/2022	Corrigin Post Office	Farewell gift card for R Bairstow	\$ 255.95
		CREDIT CARD TOTAL	\$ 571.30
CARD NUMBER 4557-XXXX-XXXX-0935			
5/09/2022	Corrigin Shire Licensing	Vehicle registration renewal Central Fire Truck	\$ 167.90
13/09/2022	Target Australia	Air Dry Clay Pot Kits - CRC school holiday activity	\$ 34.00
		CREDIT CARD TOTAL	\$ 201.90
CARD NUMBER 4557-XXXX-XXXX-0918			
29/08/2022	Wester Power	Oversize Load Movement Authorisation - CR7, CR19, CR950	\$ 120.00
7/09/2022	Belvedere Nursery	3 cubic metres of Woodland red mulch	\$ 405.00
		CREDIT CARD TOTAL	\$ 525.00
BILLING ACCOUNT			\$ -
TOTAL CREDIT CARD PAYMENTS			\$ 1,298.20

I, Kylie Caley, Deputy Chief Executive Officer, have reviewed the credit card payments on card 4557-XXXX-XXXX-4143 and card 4557-XXXX-XXXX-0918 and confirm that from the descriptions on the documentation provided that ;

- all transactions are expenses incurred by the Shire of Corrigin;
- all purchases have been made in accordance with the Shire of Corrigin policy and procedures;
- all purchases are in accordance with the Local Government Act 1995 and associated regulations;
- no misuse of the any corporate credit card is evident .

Kylie Caley *Kylie Caley* 25/10/2022

I, Natalie Manton, Chief Executive Officer, have reviewed the credit card payments on card 4557-XXXX-XXXX-0935 and confirm that from the descriptions on the documentation provided that ;

- all transactions are expenses incurred by the Shire of Corrigin;
- all purchases have been made in accordance with the Shire of Corrigin policy and procedures;
- all purchases are in accordance with the Local Government Act 1995 and associated regulations;
- no misuse of the any corporate credit card is evident .

Natalie Manton *N.M.* 25/10/2022



Statement for
NAB Business Visa
NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MRS NATALIE ANITA MANTON
Account No:
Statement Period: 30 August 2022 to 28 September 2022
Cardholder Limit: \$10,000

Transaction record for: MRS NATALIE ANITA MANTON

Date	Amount A\$	Details		Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
31 Aug 2022	\$40.80 ✓	BUNNINGS 350000	CANNINGTON	Gallery Picture Hanging Hooks and Lines for CEO office				74940522241
31 Aug 2022	\$97.27 ✓	CGN SHIRE TST	CORRIGIN	BCITF Levy - Bulgee Toilet Block				02134977056
31 Aug 2022	\$177.28 ✓	CGN SHIRE MUNI	CORRIGIN	Building fee and Building Services Levy - Bulgee Toilet Block				02134551881
21 Sep 2022	\$255.95 ✓	POST CORRIGIN LPO CO CORRIGIN		Farewell gift for Rachel Gajisnow				74813842263
Total for this period	\$571.30	Totals						

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: N. Manton

Date: 12/10/22



Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)



Cardholder Details

Cardholder Name: MS KYLIE ANN CALEY
Account No:
Statement Period: 30 August 2022 to 28 September 2022
Cardholder Limit: \$5,000

Transaction record for: MS KYLIE ANN CALEY

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
6 Sep 2022	\$167.90 ✓	CGN SHIRE LIC CORRIGIN	Vehicle Registration Renewal - Central Bush Fire Truck				01171329462
15 Sep 2022	\$34.00 ✓	TARGET AUSTRALIA PTY L WILLIAMS LAND	Air Dry Clay Pots Packs - Cec Holiday Activity				74940522256
Total for this period	\$201.90		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature: *vacancy*

Date: *13/10/22*

271/21/01/M01327/S004016/008031



Statement for

NAB Business Visa

NAB Commercial Cards Centre - GPO Box 9992 Melbourne Victoria 3001
Tel 1300 498 594 8am - 8pm AEST & AEDT Monday to Friday, 9am - 6pm AEST &
AEDT Saturday and Sunday
Fax 1300 363 658
Lost & Stolen Cards: 1800 033 103 (24 hours, 7 days a week)

Cardholder Details

Cardholder Name: MR PHILIP JAMES BURGESS

Account No:

Statement Period: 30 August 2022 to 28 September 2022

Cardholder Limit: \$5,000

Transaction record for: MR PHILIP JAMES BURGESS

Date	Amount A\$	Details	Explanation	Amount NOT subject to GST	Amount subject to GST	GST component (1/11th of the amount subject to GST)	Reference
31 Aug 2022	\$120.00 ✓	WESTERN POWER HEAD OFF PERTH	oversize load movement authorisation - 607, CR19, CR950				74940522241
8 Sep 2022	\$405.00 ✓	Belvedere Nursery Narrogin	3 cubic metres of woodland Red Mulch				74249232250
Total for this period	\$525.00		Totals				

Employee declaration

I verify that the above charges are a true and correct record in accordance with company policy

Cardholder signature:

Date:

14/09/2022

271/21/01/M01327/S004017/008033



SHIRE OF CORRIGIN
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 October 2022

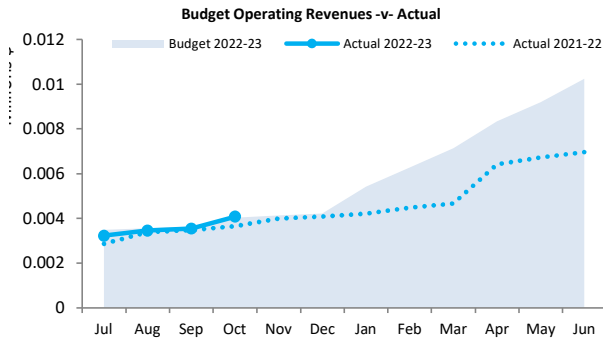
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

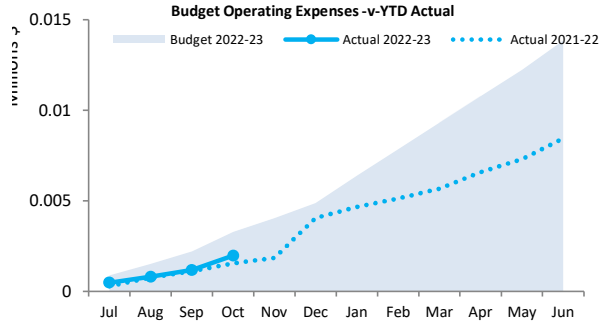
Statement of Financial Activity by Nature or Type	5
Basis of Preparation	6
Note 1 Statement of Financial Activity Information	7
Note 2 Cash and Financial Assets	8
Note 3 Receivables	9
Note 4 Other Current Assets	10
Note 5 Payables	11
Note 6 Disposal of Assets	12
Note 7 Capital Acquisitions	13
Note 8 Borrowings	15
Note 10 Reserve Accounts	16
Note 11 Other Current Liabilities	17
Note 12 Operating grants and contributions	18
Note 13 Non operating grants and contributions	19
Note 14 Trust Fund	20
Note 16 Explanation of Material Variances	21

OPERATING ACTIVITIES

OPERATING REVENUE

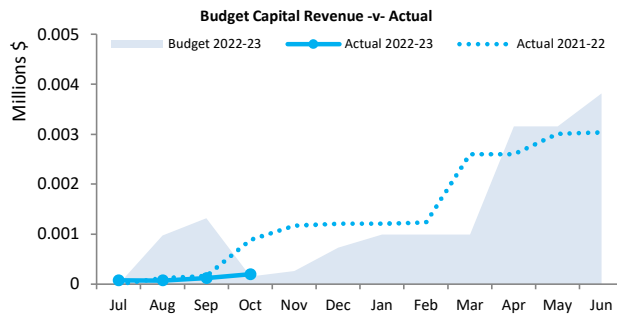


OPERATING EXPENSES

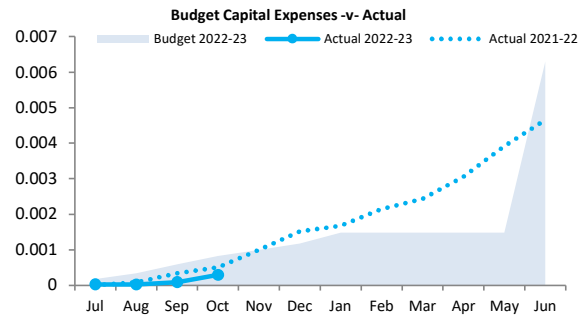


INVESTING ACTIVITIES

CAPITAL REVENUE

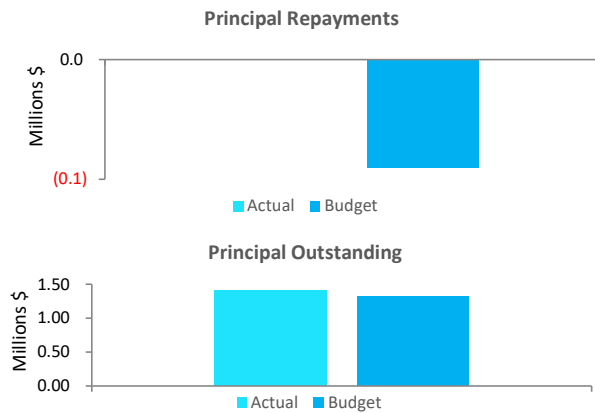


CAPITAL EXPENSES

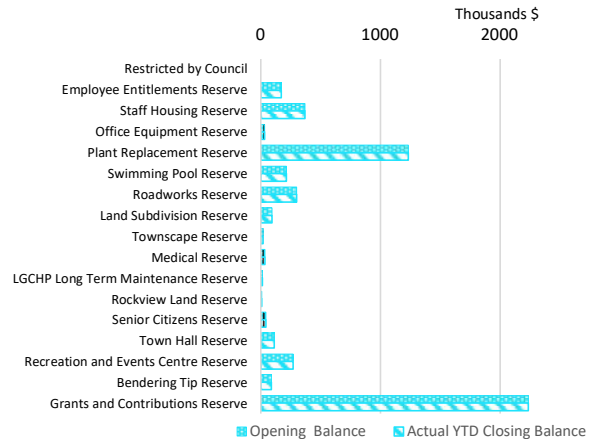


FINANCING ACTIVITIES

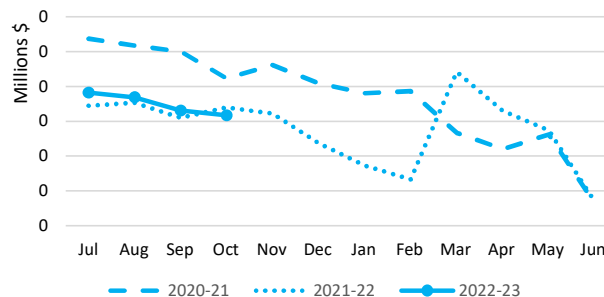
BORROWINGS



RESERVES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.98 M	\$0.98 M	\$1.00 M	\$0.02 M
Closing	\$0.00 M	\$2.27 M	\$3.01 M	\$0.73 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$8.43 M	% of total
Unrestricted Cash	\$3.21 M	38.0%
Restricted Cash	\$5.22 M	62.0%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$0.18 M	% Outstanding
Trade Payables	\$0.11 M	
0 to 30 Days		99.6%
Over 30 Days		0.5%
Over 90 Days		0%

Refer to Note 5 - Payables

Receivables		
	\$0.38 M	% Collected
Rates Receivable	\$0.44 M	85.4%
Trade Receivable	\$0.38 M	% Outstanding
Over 30 Days		58.0%
Over 90 Days		51.3%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.78 M	\$1.97 M	\$2.11 M	\$0.14 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$2.88 M	% Variance
YTD Budget	\$2.88 M	0.0%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$0.42 M	% Variance
YTD Budget	\$0.78 M	(45.9%)

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.23 M	% Variance
YTD Budget	\$0.24 M	(4.3%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.05 M)	(\$0.68 M)	(\$0.10 M)	\$0.58 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.00 M	%
Adopted Budget	\$0.43 M	(100.0%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$0.29 M	% Spent
Adopted Budget	\$6.30 M	(95.3%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.20 M	% Received
Adopted Budget	\$3.81 M	(94.8%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.29 M	\$0.00 M	\$0.00 M	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$1.41 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$5.22 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 OCTOBER 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. Excludes 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, and 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 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, reimbursements 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 associated 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, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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. Excluding Land.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

BY NATURE OR TYPE

	Ref	Adopted Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(c) - (b)		
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	980,910	980,910	996,362	15,452	1.58%	
Revenue from operating activities							
Rates		2,839,634	2,839,634	2,839,713	79	0.00%	
Rates (excluding general rate)		42,773	42,773	42,774	1	0.00%	
Operating grants, subsidies and contributions	11	1,424,913	783,061	424,085	(358,976)	(45.84%)	▼
Fees and charges		727,129	242,260	231,925	(10,335)	(4.27%)	
Interest earnings		106,231	7,246	19,837	12,591	173.76%	▲
Other revenue		4,985,477	124,396	519,111	394,715	317.31%	▲
Profit on disposal of assets	6	112,282	0	0	0	0.00%	
		10,238,439	4,039,370	4,077,445	38,075	0.94%	
Expenditure from operating activities							
Employee costs		(2,502,157)	(831,820)	(803,318)	28,502	3.43%	
Materials and contracts		(6,126,557)	(829,820)	(783,505)	46,315	5.58%	
Utility charges		(265,020)	(91,228)	(59,386)	31,842	34.90%	▲
Depreciation on non-current assets		(3,624,516)	(1,208,000)	0	1,208,000	100.00%	▲
Interest expenses		(64,389)	0	0	0	0.00%	
Insurance expenses		(259,216)	(257,839)	(267,429)	(9,590)	(3.72%)	
Other expenditure		(170,109)	(57,370)	(62,414)	(5,044)	(8.79%)	
Loss on disposal of assets	6	(54,941)	0	0	0	0.00%	
		(13,066,905)	(3,276,077)	(1,976,052)	1,300,025	(39.68%)	
Non-cash amounts excluded from operating activities	1(a)	3,611,912	1,208,000	6,850	(1,201,150)	(99.43%)	▼
Amount attributable to operating activities		783,446	1,971,293	2,108,243	136,950	6.95%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	3,814,138	150,000	197,967	47,967	31.98%	▲
Proceeds from disposal of assets	6	428,501	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	7	(6,295,523)	(827,574)	(293,603)	533,971	64.52%	▲
Amount attributable to investing activities		(2,052,884)	(677,574)	(95,636)	581,938	(85.89%)	
Financing Activities							
Transfer from reserves	9	467,475	0	0	0	0.00%	
Repayment of debentures	8	(90,164)	0	0	0	0.00%	
Transfer to reserves	9	(88,781)	0	0	0	0.00%	
Amount attributable to financing activities		288,530	0	0	0	0.00%	
Closing funding surplus / (deficit)	1(c)	0	2,274,629	3,008,969	734,340	(32.28%)	▲

KEY INFORMATION

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

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

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

BASIS OF PREPARATION

The financial report 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 Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

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 financial 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.

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.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 07 November 2022

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

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

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(112,282)	0	0
Movement in pensioner deferred rates (non-current)				6,850
Movement in employee benefit provisions (non-current)		44,737	0	0
Add: Loss on asset disposals	6	54,941	0	0
Add: Depreciation on assets		3,624,516	1,208,000	0
Total non-cash items excluded from operating activities		3,611,912	1,208,000	6,850

(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.

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 October 2022
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(4,845,304)	(5,223,998)	(5,223,998)
Less: Current assets not expected to be received at year end		(60,000)	(60,000)	(60,000)
Less: Other Accruals and Adjustments				(163,271)
Add: Borrowings	8	90,164	90,164	90,164
Add: Provisions employee related provisions	10	0	348,981	348,981
Total adjustments to net current assets		(4,815,140)	(4,844,853)	(5,008,124)

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

Current assets				
Cash and cash equivalents	2	(135,169)	3,203,231	3,208,343
Financial assets at amortised cost	2	5,432,354	3,556,826	5,223,998
Rates receivables	3	138,587	123,850	438,988
Receivables	3	411,705	315,081	380,172
Other current assets	4	91,658	138,228	113,427
Less: Current liabilities				
Payables	5	(188,689)	(460,996)	(179,628)
Borrowings	8	0	(90,164)	(90,164)
Contract liabilities	10	(587,050)	(595,860)	(729,062)
Provisions	10	(302,829)	(348,981)	(348,981)
Less: Total adjustments to net current assets	1(b)	(4,860,567)	(4,844,853)	(5,008,124)
Closing funding surplus / (deficit)		0	996,362	3,008,970

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Til Floats	Cash and cash equivalents	900		900				
At Call Deposits								
Municipal Fund	Cash and cash equivalents	767,775		767,775		NAB		At Call
Trust Fund	Cash and cash equivalents	0		0	103,251	NAB		At Call
Edna Stevenson Trust Fund	Cash and cash equivalents	0		0	875,493	NAB		At Call
Police Licensing Trust Fund	Cash and cash equivalents	0		0	1,652	NAB		At Call
Overnight Cash Deposit Facility	Cash and cash equivalents	2,439,668	567,935	3,007,603		WATC	0.20%	At Call
Term Deposits								
Reserve Fund	Financial assets at amortised cost	0	2,988,892	2,988,892		NAB	2.35%	26/06/2023
Reserve Fund - Grants & Contributions	Financial assets at amortised cost	0	1,667,171	1,667,171		NAB	1.50%	27/12/2022
Total		3,208,343	5,223,998	8,432,341	980,397			
Comprising								
Cash and cash equivalents		3,208,343	0	3,208,343	980,397			
Financial assets at amortised cost		0	5,223,998	5,223,998	0			
		3,208,343	5,223,998	8,432,341	980,397			

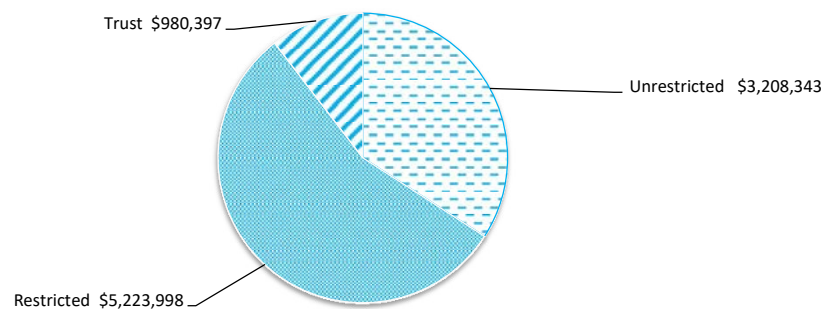
KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments 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. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

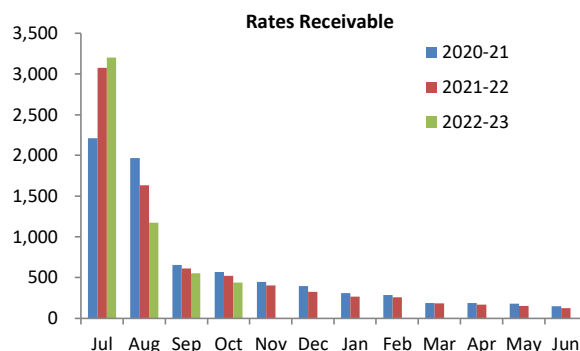
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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.



Rates receivable	30 Jun 2022	31 Oct 2022
	\$	\$
Opening arrears previous years	149,288	123,850
Levied this year	2,763,231	2,882,487
Less - collections to date	(2,788,669)	(2,567,349)
Gross rates collectable	123,850	438,988
Net rates collectable	123,850	438,988
% Collected	95.7%	85.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	1,147	137,628	17,479	4,552	169,574	330,380
Percentage	0.3%	41.7%	5.3%	1.4%	51.3%	
Balance per trial balance						
Sundry receivable						330,380
GST receivable						49,792
Total receivables general outstanding						380,172

Amounts shown above include GST (where applicable)

KEY INFORMATION

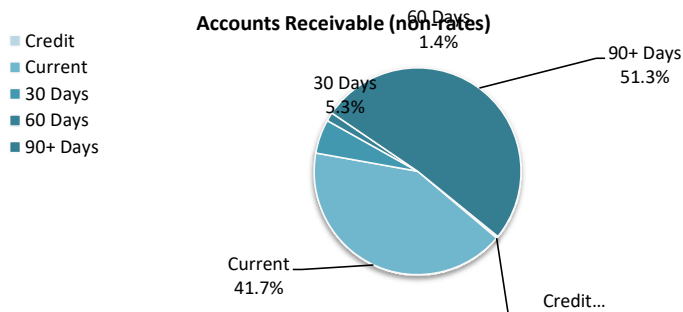
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 October 2022
Other current assets	\$	\$	\$	\$
Inventory				
Fuel, Oil & Materials on Hand	74,597	106,491	(130,939)	50,149
Land held for resale				
Cost of acquisition	60,000	-	-	60,000
Other Assets				
Accrued Income	3,631	-	(3,631)	-
JV ROE Health	-	56,486	(39,707)	16,779
JV Bendering Regional Landfill	-	7,050	(20,551)	(13,501)
Total other current assets	138,228	170,027	(194,828)	113,427
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Other financial assets at amortised cost

The Shire 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.

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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

Contract assets

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

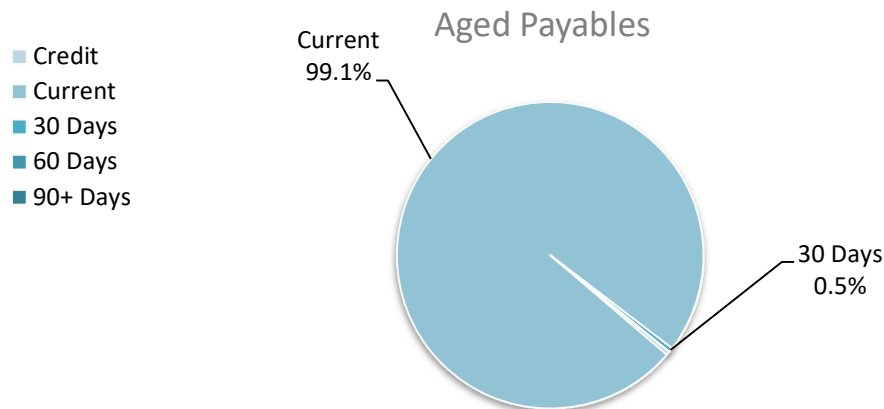
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(236)	55,728	259	0	0	55,751
Payables - ESL	0	55,778	0	0	0	55,778
Percentage	-0.4%	100%	0.5%	0%	0%	
Balance per trial balance						
Sundry creditors						111,529
ATO liabilities						20,072
Payroll Creditors						48,720
Bonds and Deposits						(693)
Total payables general outstanding						179,628
Amounts shown above include GST (where applicable)						

KEY INFORMATION

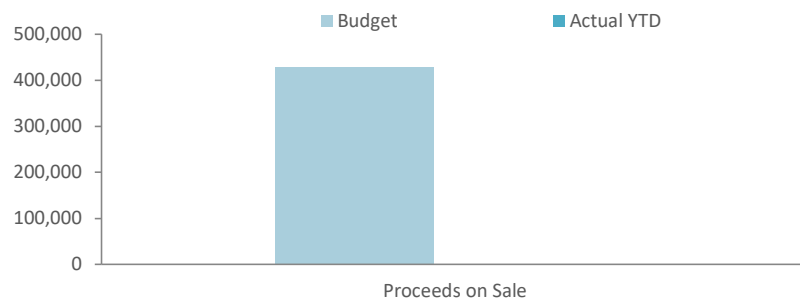
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Health								
	2021 Isuzu MU-X LSM 4x4 (4CR)	31,865	30,000	0	(1,865)			0	0
	Community amenities								
	2012 Mitsubishi Rosa Bus (CR103)	24,718	50,000	25,282	0			0	0
	ROE Roc Glass Crusher	41,986	20,000	0	(21,986)			0	0
	Transport								
	2014 Volvo L90F Loader (CR14)	123,061	120,000	0	(3,061)			0	0
	2011 Iveco Powerstar Prime Mover (Cr7)	73,918	50,000	0	(23,918)			0	0
	2005 Hino Dutro 8500 X/Long (CR23)	0	50,000	50,000	0			0	0
	Other property and services								
	2021 Toyota Prado GXL (CR1)	61,612	57,500	0	(4,111)			0	0
	2019 Nissan X Trail 2WD (2CR)	0	22,000	22,000	0			0	0
	2013 Toyota Hilux 4x2 (CR24)	0	12,000	12,000	0			0	0
	2013 Toro Z Master (CR15228)	14,000	17,000	3,000	0			0	0
		371,160	428,500	112,282	(54,941)	0	0	0	0



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Budget	Adopted YTD Budget	YTD Actual	YTD Actual Variance
	\$	\$	\$	\$
Buildings	119,786	119,786	52,030	(67,756)
Furniture and equipment	25,000	25,000	26,114	1,114
Plant and equipment	1,439,764	0	0	0
Infrastructure - roads	3,601,789	0	194,371	194,371
Infrastructure - other	1,109,184	682,788	21,088	(661,700)
Payments for Capital Acquisitions	6,295,523	827,574	293,603	(533,971)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,814,138	150,000	197,967	47,967
Other (disposals & C/Fwd)	428,501	0	0	0
Cash backed reserves				
Office Equipment Reserve	25,000	0	0	0
Plant Replacement Reserve	235,000	0	0	0
Roadworks Reserve	160,000	0	0	0
Town Hall Reserve	27,475	0	0	0
Recreation and Events Centre Reserve	20,000	0	0	0
Contribution - operations	1,585,409	677,574	95,636	(581,938)
Capital funding total	6,295,523	827,574	293,603	(533,971)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

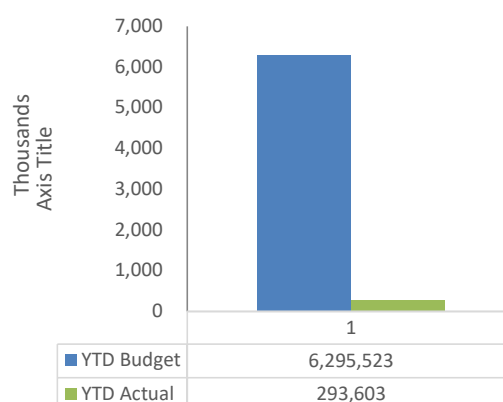
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

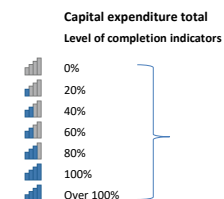
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

Level of completion indicator, please see table at the end of this note for further detail.				Adopted			
Account Description		Location	Project Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over
				\$	\$	\$	\$
Land and Buildings							
11187	Capital Expense - Buljee Hall	Buljee Hall	Installation of new toilet block and demolition of existing	25,140	25,140	48,311	23171.46
11370	Capital Expense - Gorge Rock	Gorge Rock	Installation of toilet block	18,243	18,243	2,996	-15247
11180	Capital Expense - Town Hall Upgrade	Corrigin Town Hall	Recommission front steps and install accessible ramp	6,403	6,403	0	-6403
11388	Recreation & Events Centre Capital Expenditure	CREC	Enclose I-Beams and construct portico at entrance	40,000	40,000	0	-40000
07783	Dental Surgery L&B Capital Expenditure	45 Kirkwood Street	Refurbishment of Dentist Residence	30,000	30,000	723	-29277.33
				119,786	119,786	52,030	(67,756)
Furniture and Equipment							
04180	Capital Expenditure - Chambers Upgrade	Council Chambers	Upgrade IT & Teleconferencing Equipment	25,000	25,000	26,114	1113.68
				25,000	25,000	26,114	1,114
Plant & Equipment							
14582	Capital Expense - CEO Vehicle (1CR)	Administration	Trade 2021 Toyota Prado (CR1)	71,000	0	0	0
14583	Capital Expense - DCEO Vehicle (2CR)	Administration	Trade 2019 Nissan X Trail 2WD (2CR)	45,000	0	0	0
07480	Capital Purchase - EDRHS Vehicle (4CR)	Environmental Health	Trade 2020 Isuzu MU-X (4CR)	35,000	0	0	0
12395	Capital Expenditure - Loader	Roads & Civil	Trade 2014 Volvo L90E Loader - CR14	250,000	0	0	0
12377	Capital Expense - Tipper - CR23	Roads & Civil	Carryover Trade 2005 Hino Dutro 8500 (CR23), Purchase Jetpack Road Maintenance Unit	525,000	0	0	0
12381	Capital Expense - Mack Prime Mover (CR7)	Roads & Civil	Carryover Trade 2011 Iveco Powerstar and purchase Mack Anthem Prime Mover (Council Res 25/2022)	303,764	0	0	0
10784	Capital Expenditure - Community Bus	Community	Trade 2012 Mitsubishi Rosa Bus CR103	110,000	0	0	0
14281	Capital Expense - Utility (CR24)	Parks & Gardens	Trade 2013 Toyota Hilux CR24	35,000	0	0	0
14286	Capital Expenditure - Plant Trailer	Building Maintenance	Purchase Enclosed trades trailer	20,000	0	0	0
14287	Capital Expenditure - Small Plant Purchases	Parks & Gardens	Trade 2013 Toro Z Master CR15228	35,000	0	0	0
14287	Capital Expenditure - Small Plant Purchases	Roads & Civil	Repairs to Low Loader CR2233	10,000	0	0	0
				1,439,764	0	0	0
Infrastructure - Roads							
RR004	Bullaring Gorge Rock Road	Bullaring Gorge Rock Rd	Late supplier invoices from 21/22	0	0	30,057	30056.55
MR008	Buljee Quairading Road - Main Roads	Buljee - Quairading Rd	SLK 0.00 - 14.40 Reseal with single coat (10mm) S45R Crumbed Rubber Seal	241,056	0	0	0
MR011	Bilbarin Quairading Road - Main Roads	Bilbarin - Quairading Rd	SLK 25.90 - 28.85 Shoulder Reconditioning on narrow sealed pavement to attain a minimum 10.0m wide carriageway.	140,229	0	436	435.89
MR018	Lomos South Road	Lomos South Rd	Late supplier invoices from 21/22	0	0	79,274	79273.77
RR014	Corrigin South Road - Roads To Recovery	Corrigin South Rd	SLK 7.00 - 12.28 Reseal with single coat (10mm) S45R Crumbed Rubber Seal	90,000	0	0	0
RR013	Yealering Kulin Road - R2R	Yealering Kulin Rd	SLK 0.16 - 2.50 Reseal remaining section that didn't get sealed in 2021/22	39,172	0	0	0
RR052	Old Kulin Road - R2R	Old Kulin Road	SLK 0.00 - 6.22 Gravel Resheet pavement to attain a minimum 9.0m wide carriageway.	209,901	0	0	0
RR088	Pontifex Road - R2R	Pontifex Road	SLK 0.00 - 3.34 Gravel Resheet pavement to attain a minimum 9.0m wide carriageway.	113,486	0	0	0
WFN007	Rabbit Proof Fence Road - Wheatbelt Secondary Freight Network	Rabbit Proof Fence Road	SLK 22.42 - 27.87 Reconstruct , include stabilising, culverts and intersections	2,205,444	0	37,360	37359.97
RG172	Quairading Corrigin Road - Regional Road Group	Corrigin - Quairading Road	SLK 4.81 - 6.80 Reconstruct and widen existing pavement including upgrade drainage, signage and clear zones.	475,141	0	47,245	47244.91
RG172	Quairading Corrigin Road - Regional Road Group	Corrigin - Quairading Road	SLK 6.80 - 7.90, SLK 8.90 - 10.60 Final seal	87,360	0	0	0
				3,601,789	0	194,371	194,371
Infrastructure - Other							
10185	Capital Expense - Transfer Station - Infrastructure Other	Corrigin Tip	Materials from 21/22	0	0	483	482.8
13285	Rotary Park Upgrade Capital Expenditure	Rotary Park	Main Play Space and Landscaping	1,024,184	682,788	20,606	-662182.41
14580	Capital Expense -Admin L&B Upgrade	Administration	Server room and cabling refurbishment	35,000	0	0	0
14587	Capital Expenditure - Admin Server	Administration	Upgrade main server	50,000	0	0	0
				1,109,184	682,788	21,088	(661,700)
				6,295,523	827,574	293,603	(533,971)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2022	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$
Recreation and culture								
Community Recreation & Events Centre	102	1,409,971	0	(90,164)	1,409,971	1,319,807	0	(64,389)
Total		1,409,971	0	(90,164)	1,409,971	1,319,807	0	(64,389)
Current borrowings		90,164			90,164			
Non-current borrowings		1,319,807			1,319,807			
		1,409,971			1,409,971			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

OPERATING ACTIVITIES

NOTE 9

RESERVE ACCOUNTS

Reserve accounts

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
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Employee Entitlements Reserve	171,488	4,034		0		0		175,522	171,488
Staff Housing Reserve	368,069	8,659		0		0		376,728	368,069
Office Equipment Reserve	31,659	745		0		(25,000)		7,404	31,659
Plant Replacement Reserve	1,232,462	28,994		0		(235,000)		1,026,456	1,232,462
Swimming Pool Reserve	211,533	4,976		0		0		216,509	211,533
Roadworks Reserve	298,232	7,016		0		(160,000)		145,248	298,232
Land Subdivision Reserve	91,831	2,160		0		0		93,991	91,831
Townscape Reserve	17,767	418		0		0		18,185	17,767
Medical Reserve	34,928	822		0		0		35,750	34,928
LGCHP Long Term Maintenance Reserve	12,625	297		0		0		12,922	12,625
Rockview Land Reserve	7,940	187		1,000		0		9,127	7,940
Senior Citizens Reserve	43,650	1,027		0		0		44,677	43,650
Town Hall Reserve	110,079	2,590		0		(27,475)		85,194	110,079
Recreation and Events Centre Reserve	269,150	6,332		0		(20,000)		255,482	269,150
Bendering Tip Reserve	85,721	2,016		5,000		0		92,737	85,721
Grants and Contributions Reserve	2,236,864	12,508		0		0		2,249,372	2,236,864
	5,223,998	82,781	0	6,000	0	(467,475)	0	4,845,304	5,223,998

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 October 2022
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Capital grant/contribution liabilities		565,992	0	0	0	565,992
- Rubbish service income in advance		0	0	228,914	(76,305)	152,609
- Excess rates		29,868	0	51,363	(70,770)	10,461
Total other liabilities		595,860	0	280,277	(147,075)	729,062
Employee Related Provisions						
Annual leave		188,804	0	0	0	188,804
Long service leave		160,176	0	0	0	160,176
Total Employee Related Provisions		348,980	0	0	0	348,980
Total other current assets		944,840	0	280,277	(147,075)	1,078,042
Amounts shown above include GST (where applicable)						

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

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 employee related 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.

Capital grant/contribution liabilities

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.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Adopted Budget Revenue	YTD Budget	YTD Revenue
	1 July 2022		(As revenue)	31 Oct 2022	31 Oct 2022	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Federal Assistance Grant - General Purpose	0	0	0	0	0	671,806	335,904	94,185
Federal Assistance Grant - Roads	0	0	0	0	0	350,095	175,048	42,050
Law, order, public safety								
DFES Local Government Grants Scheme (LGGS)	0	0	0	0	0	52,570	26,286	35,125
Education and welfare								
DPIRD CRC Grant	0	0	0	0	0	106,237	53,118	50,451
CRC Miscellaneous Funding	0	0	0	0	0	5,000	2,500	2,526
Recreation and culture								
Healthways - Park Party	0	0	0	0	0	3,500	0	3,989
Thank a Volunteer	0	0	0	0	0	1,000	0	0
Miscellaneous Community Event Funding	0	0	0	0	0	5,000	0	0
Transport								
Main Roads Direct Grant	0	0	0	0	0	189,705	189,705	193,786
Other property and services								
DPIRD Traineeship Grant	37,000	0	0	37,000	37,000	37,000	0	0
	37,000	0	0	37,000	37,000	1,421,913	782,561	422,112
Operating contributions								
Education and welfare								
CRC Wage Offset - CRC Coordinator Conference Reimbursement				0		500	500	0
Recreation and culture								
2022 Community Donations - Park Party				0		2,500	0	1,227
	0	0	0	0	0	3,000	500	1,227
TOTALS	37,000	0	0	37,000	37,000	1,424,913	783,061	423,339

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022

NOTE 12
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Oct 2022	Current Liability 31 Oct 2022	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Recreation and culture								
Local Community Infrastructure & Road Program - Town Hall & Roads Board 21/22				0	0	0	0	68,902
Transport								
Regional Road Group	0	0	0	0	0	375,000	150,000	81,356
Roads to Recovery	0	0	0	0	0	435,275	0	0
Wheatbelt Secondary Freight Network	56,900	0	0	56,900	56,900	2,057,679	0	47,209
Regional Bicycle Network	0	0	0	0	0	2,000	0	500
Economic services								
Local Roads and Community Infrastructure - Rotary Park	472,092	0	0	472,092	472,092	944,184	0	0
	528,992	0	0	528,992	528,992	3,814,138	150,000	197,967
Non-operating contributions								
Housing								
Solargain Hot Water System Rebate - Seimons & Camm Street Residences	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
TOTALS	528,992	0	0	528,992	528,992	3,814,138	150,000	197,967

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2022**

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 31 Oct 2022
	\$	\$	\$	\$
Community Funds Held	102,124	801	0	102,925
Edna Stevenson Educational Trust	877,957	1,444	(3,908)	875,493
Police Licensing	4,373	164,072	(166,793)	1,652
Westrail Bus Ticketing	81	495	(250)	325
BCITF	0	248	(248)	0
	984,536	167,059	(171,199)	980,396

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 OCTOBER 2022

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.

Nature or type	Var. \$	Var. %		
	\$	%		
Operating grants, subsidies and contributions	(358,976)	(45.84%)	▼ Timing	FAGS Funding received is under anticipated YTD budget. Second FAGS instalment not yet received.
Fees and charges	(10,335)	(4.27%)	Timing	Under anticipated YTD budget
Interest earnings	12,591	173.76%	▲ Timing	Interest collected on short term investment and rate instalments are over anticipated YTD budget
Other revenue	394,715	317.31%	▲ Timing	Insurance payment received for 21/22 YTD costs associated with Bilbarin Hall, 21/22 Workers Compensation reimbursement received.
Expenditure from operating activities				
Employee costs	28,502	3.43%		Under anticipated YTD budget due to EBA approval timing
Materials and contracts	46,315	5.58%		Under anticipated YTD budget.
Utility charges	31,842	34.90%	▲	Under anticipated YTD budget.
Depreciation on non-current assets	1,208,000	100.00%	▲	Depreciation expense not recognised until after final audit is completed.
Non-cash amounts excluded from operating activities	(1,201,150)	(99.43%)	▼	Depreciation expense not recognised until after final audit is completed.
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	47,967	31.98%	▲	Final payment for LRCI Funding Phase 1 - Bendering Road Project 20/21 received.
Payments for property, plant and equipment and infrastructure	533,971	64.52%	▲	Rotary Park expenditure under anticipated YTD budget due to weather and availability of contractor.

Customer Service Charter

The Shire of Corrigin is committed to providing the highest standard of service to all our customers. Our customers have the right to expect excellent service from all areas of the organization.

Our Core Values

- We will be professional and have a strong work ethic
- We will work together as a team to achieve our goals
- We will take pride in our work and strive to continually improve the way we do things
- We will communicate with each other and to our community in a positive and respectful manner
- We will provide a safe, healthyhealthy, and inclusive work environment
- We will support local businesses when possible
- We will be a leader in local government governance and operations

Our Customer Service Standards

Our employees will:

- identify themselves
- listen carefully to what you have to say
- be helpful, polite, and courteous
- follow through on any commitments they make
- value and encourage your feedback

Our information will be:

- easy to access
- accurate and consistent
- relevant and practical

Our actions will:

- be fair and impartial
- be completed within a specified timeframe
- take your individual needs into consideration

Our Commitment to Customer Service

We will:

- answer telephone calls promptly and respond to telephone messages by the end of the next working day
- respond to verbal queries within 5 working days
- respond to written queries within 10 working days
- respond to complaints within 10 working days
- update you on the progress of your query or complaint if a delay is likely
- acknowledge and rectify when an error has occurred
- honour the Shire of Corrigin Code of Conduct
- in giving advice of a refusal, ~~approval~~approval, or authorisation (including a licence or permit) with or without conditions, officers will provide the details of how, to whom and by when an appeal, objection or review of the decision can be made, if such right exists either at law or Council Policy.

Communication

Communication with the Community

The Shire of Corrigin uses a range of methods for communicating with the general public including:

1. Council meetings, community forums, public ~~meetings~~meetings, and Annual Electors ~~Meeting~~Meetings.
2. Advertisements in the West Australian for legislated statewide public notices.
3. Advertisements in the local ~~newspaper~~newspaper.
4. Displaying information with poster ~~displays~~displays.
5. Bulk email distribution ~~list~~list.
6. Shire ~~website~~website.
7. Facebook ~~page~~page.
8. Delivered leaflets; and
9. Noticeboard located at the Administration Office, Community Resource ~~Centre~~Centre, and Main Street.

One, or a combination, of any of the above methods may be used at any time to notify members of the public of activities and events within the Shire of Corrigin and to promote the Shire generally.

Additionally, the monthly newsletter, will be distributed via a bulk email distribution list to the community as well as being included in The Windmill, on the shire social media page and on the website.

Abusive Customers

Where a customer is abusive or uses bad language, the communication may be terminated immediately by the Officer. If face to face, the Officer may walk away. If by telephone, the Officer may terminate the call. If in an email the address may be blocked or not responded to.

The Chief Executive Officer may decide (or delegate to Managers) to limit or cease responses to any person who is abusive and or derogatory in his/her communication with Council or who fails to accept that Council has done all that it can to assist. A decision of this nature will be communicated in writing to the person.

If an Officer feels threatened by the language or behaviour of the ~~customer~~customer, the Police may be notified.

Our Expectations of the Customer

To help us meet our commitments we ask you to:

- o Treat officers with courtesy and ~~respect~~respect.
- o Provide accurate and complete ~~details~~details.
- o Make an appointment in relation to a complex enquiry or need to see a specific officer; and
- o Be considerate by not talking on your mobile phone whilst being served.

Compliments and Complaints

A Compliment is an expression of approval or praise about our products or services. To give us a compliment a simple 'Thank You' or acknowledgement of quality service with a letter, ~~email~~email, or comment on our social media.

A Suggestion is an idea or proposal that you believe will help improve our products and services

A Works Request is used to report a problem or request a service from the Shire in relation to one of our many services or facilities maintained by the Shire a works request can be completed by attending our Administration Office or on our website. A Works Request is not a request for private works on private property or facilities.

A Complaint is an expression of dissatisfaction about our products or services, or the complaints handling process itself, where you expect a response or resolution.

What is not a complaint?

1. A request for ~~service~~service.
2. A request for information or an explanation of a policy or ~~procedure~~procedure.
3. Disagreement with a policy or procedure of the ~~Council~~Council.
4. An expression concerning the general direction and performance or behavior of Council or its Councillors; and
5. Reports about neighbours, noise, dogs, nuisances, unauthorised building work or similar issues that fall into the regulatory aspect of the Shire's service.

Complaints Management Process

A complainant may make a complaint by phone, email or in person to any Shire of Corrigin representative but will be required to formalise the complaint in writing. Correspondence should be addressed to the Chief Executive Officer and the complainant's contact details are required to be provided.

Your complaint should include:

- o who or what you are complaining ~~about~~about.
- o what you think has gone ~~wrong~~wrong.
- o how you have been ~~affected~~affected.
- o when the issue ~~occurred~~occurred.
- o details of any telephone conversations and/or ~~meetings~~meetings.
- o copies of relevant documents (~~e.g.~~e.g. correspondence);
- o what you have done to try and resolve the ~~issue~~issue.
- o the outcome you are seeking

Once ~~a complaint~~a complaint is lodged, we undertake to acknowledge it in writing if it has not previously been resolved. We will inform you of any progress within seven working days.

Some complaints may take longer to finalise, due to the complexity of the issue. If this is the case, we will keep you involved in the process and provide you with regular feedback.

If you need any further clarification on how your complaint will be managed, we will provide you with information on our Complaint Handling Procedure.

If a complaint remains unresolved or you are dissatisfied with our process in dealing with a complaint, alternative avenues to explore include:

Ombudsmans Office – The Ombudsman investigates complaints about State Government departments, ~~agencies~~agencies, and boards; government services such as hospitals, prisons, schools ~~and also~~and Local Governments. The Ombudsman will generally ask that you try to resolve the complaint first with the public authority involved.

Mail: PO Box Z5386, St Georges Terrace, Perth WA 6831
Telephone: _____ (08) 9220 7555 or Toll Free 1800 117 000
Website: www.ombudsman.wa.gov.au
Email: mail@ombudsman.wa.gov.au

Department of Local Government – The Department of Local Government Standards Panel deals with complaints about council members who it is alleged have committed a breach of one or more of the provisions of the *Local Government (Model Code of Conduct) Regulations 2021*. The panel is independent of the Minister for Local Government and the department. The standards panel has no jurisdiction to deal with complaints made against local government employees.

Mail: GPO Box 8349, Perth Business Centre, Perth WA 6849
Telephone: _____ (08) 6552 7300 or Toll Free 1800 634 541
Website: www.dlgsc.wa.gov.au
Email: info@dlgsc.wa.gov.au

How you can contact us

Phone: (08) 9063 2203
In person: _____ 9 Lynch Street, Corrigin WA 6375
8.30am – 4.30pm
Monday to Friday
Mail: PO Box 221 Corrigin WA 6375
Email: shire@corrigin.wa.gov.au
Website: www.corrigin.wa.gov.au
Facebook: [Shire of Corrigin](#)

Endorsed by Council 16 November 2021, Resolution 168/2021

To the CEO and Councilors of the Shire of Corrigin
Re: Purchase of Corrigin Caravan Park

We, Rhys Walsh and Ricky Button are currently in negotiation with Trevor and Mareese Dyer for the purchase of the business Corrigin Caravan Park including all of the business assets.

We would like to take possession of the lease from the 1st January 2023.

We would like the current lease agreement to be transferred to our name so we can finalize the purchase from Trevor and Mareese Dyer.

We would also like to negotiate increasing the lease term and further term from 3 years to 5 years from takeover.

King regards,

Rhys Walsh and Rick Button
11th October 2022

Rhys Walsh
31 Janes Drive
Corrigin 6375
0456 448 603
walshjrhy@gmail.com

Rhys. W

Rick Button
Lot 483 Rendell Street
Corrigin 6375
0427 632 171
buttonrp@wn.com.au

Rj Button

SHIRE OF CORRIGIN	
ATTENTION	<u>Nat</u>
11 OCT 2022	
ACTION	<u>CR22104213</u>
FILE	<u>CP.0065</u>



Shire of Corrigin

BUSHFIRE RISK MANAGEMENT PLAN

2022-2027

*Office of Bushfire Risk Management Bushfire Risk
Management (BRM Plan) reviewed XX Month 20XX*

*Local Government Council BRM Plan endorsement XX
September 2022*

Contents

1. Introduction	4
1.1. Background.....	4
1.2. Aim and Objectives.....	4
1.3. Legislation, Policy and Standards	5
2. The Risk Management Process	7
2.1. Roles and Responsibilities	8
2.2. Communication and Consultation.....	9
3. Establishing the Context	10
3.1. Description of the Local Government and Community Context	10
3.2. Description of the Environment and Bushfire Context	17
4. Asset Identification and Risk Assessment.....	33
4.1. Planning Areas	33
4.2. Asset Identification.....	33
4.3. Assessment of Bushfire Risk	35
5. Risk Evaluation	38
5.1. Evaluating Bushfire Risk.....	38
5.2. Risk Acceptability.....	38
5.3. Treatment Priorities	40
6. Risk Treatment	41
6.1. Local Government Wide Controls	41
6.2. Asset Specific Treatment Strategies	41
6.3. Development of the Treatment Schedule.....	42
7. Monitoring and Review.....	43
7.1. Review	43
7.2. Monitoring.....	43
7.3. Reporting.....	43
8. Glossary.....	44
9. Common Abbreviations	47
10. Appendices	48

Document Control

Document name	Shire of Corrigin Bushfire Risk Management Plan 2022-2027	Current version	1.1
Document owner	CEO Shire of Corrigin	Issue date	
Document location		Next review date	

Document Endorsements

The Shire of Corrigin endorses that the Bushfire Risk Management Plan (BRM Plan) has been reviewed and assessed by the Office of Bushfire Risk Management as consistent with the standard for bushfire risk management planning in Western Australia, the Guidelines for Preparing a Bushfire Risk Management Plan. The Shire of Corrigin 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 approval of the BRM Plan by Shire of Corrigin satisfies their endorsement obligations under State Hazard Plan Fire.

Local Government	Representative	Signature	Date
Shire of Corrigin	CEO		

Version	Date	Author	Section
1	XXXX	Ty Cook	

Publication Information

Wherever a third party holds copyright in material presented in this publication, the copyright remains with that party. Their permission may be required to use the material.

This document contains Standards Australia Ltd and ISO copyrighted material that is distributed by SAI Global on Standards Australia Ltd and ISO's behalf. Standards Australia Ltd and ISO's material is not for resale, reproduction or distribution in whole or in part without written permission from SAI Global Ltd: tel + 61 2 8206 6355 or copyright@saiglobal.com

1. Introduction

1.1. Background

Under the State Hazard Plan Fire an integrated Bushfire Risk Management (BRM) Plan is to be developed for local government areas with significant bushfire risk. This BRM Plan has been prepared for the Shire of Corrigin in accordance with the requirements of the Guidelines for Preparing a Bushfire Risk Management Plan (the Guidelines) from the Office of Bushfire Risk Management (OBRM) within the Department of Fire and Emergency Services (DFES). The risk management processes used to develop this BRM Plan are aligned to the key principles of AS/NZ ISO 31000:2009 Risk management – Principles and Guidelines and those described in the National Emergency Risk Assessment Guidelines. This approach is consistent with State Emergency Management (SEM) Policy and SEM Prevention and Mitigation Procedure 1.

This BRM Plan is a strategic document that facilitates a coordinated approach towards the identification, assessment and treatment of assets exposed to bushfire risk. 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 and Treatment Schedule to ensure treatment strategies are collaborative and efficient, regardless of land tenure.

1.2. Aim and Objectives

The aim of a BRM Plan is to effectively manage bushfire risk in order to protect people, assets and other things of local value in Shire of Corrigin. The objectives of this BRM Plan are to:

- guide and coordinate a tenure blind, multi-agency BRM 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 BRM activities;
- integrate BRM into the business processes of local government, land owners and other agencies;
- ensure there is integration between land owners, BRM programs and activities; and

- document processes used to monitor and review the implementation of treatment plans to ensure they are adaptable and that risk is managed at an acceptable level.

1.3. Legislation, Policy and Standards

The following legislation, policy and standards were considered to be applicable in the development and implementation of the BRM Plan.

1.3.1 Legislation and Policy

- Aboriginal Heritage Act 1972
- Biodiversity Conservation Act 2016
- Building Act 2011
- Bush Fires Act 1954
- Conservation and Land Management Act 1984
- Country Areas Water Supply Act 1947
- Emergency Management Act 2005
- Environmental Protection Act 1986
- Environmental Protection and Biodiversity Conservation Act 1999 (Cth)
- Fire Brigades Act 1942
- Fire and Emergency Service Act 1998
- Metropolitan Water Supply, Sewerage and Drainage Act 1909
- Bush Fires Regulations 1954
- Emergency Management Regulations 2006
- Planning and Development (Local Planning Scheme) Regulations 2015
- SEM Plan (State Emergency Management Committee (SEMC) 2019)
- SEM Policy (SEMC 2019)
- SEM Prevention and Mitigation Procedure 1 (SEMC 2019)
- State Hazard Plan Fire (SEMC 2019)
- State Planning Policy 3.4: Natural Hazards and Disasters (Western Australian Planning Commission (WAPC) 2006)
- State Planning Policy 3.7: Planning in Bushfire Prone Areas (WAPC 2015, as amended)

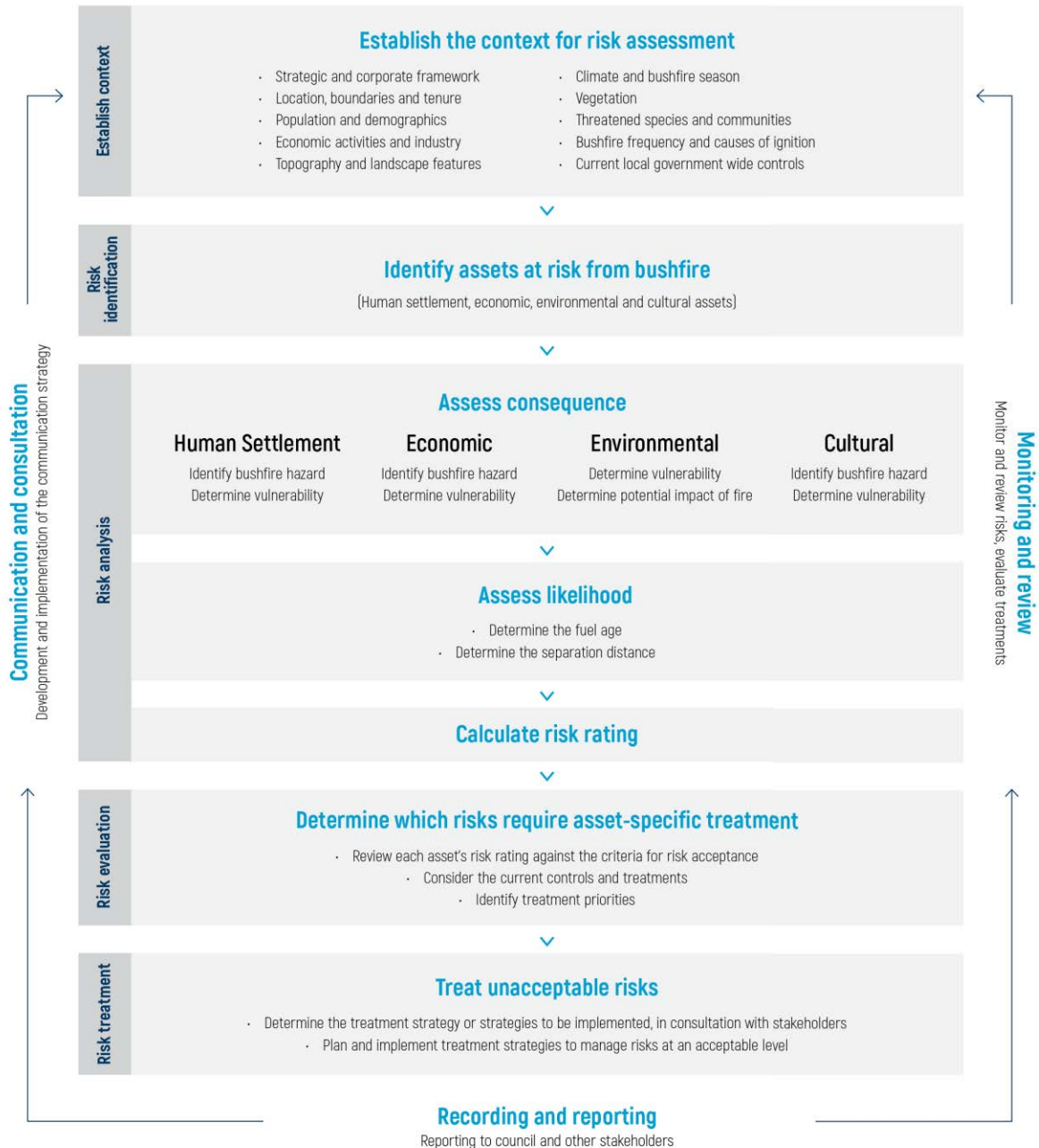
1.3.2 Other Related Documents

- A Capability Roadmap: Enhancing Emergency Management in Australia 2016 (Australasian Fire and Emergency Services Authorities Council 2016)
- A Guide to Constructing and Maintaining Fire-Breaks (DFES 2018)
- AS 3959:2009 Construction of Buildings in Bushfire-Prone Areas (Standards Australia 2009)
- AS/NZ ISO 31000:2009 Risk Management – Principles and Guidelines (Standards Australia 2009)
- Australian Disaster Resilience Handbook 10: National Emergency Risk Assessment Guidelines (Australian Institute for Disaster Resilience 2015)
- Guidelines for Preparing a Bushfire Risk Management Plan 2020 (DFES 2020)
- Bushfire Risk Management Planning Handbook (DFES 2018)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission (FPC) 2006)
- Guidelines for Planning in Bushfire Prone Areas (WAPC 2017)
- Guidelines for Plantation Fire Protection (DFES 2011)
- National Disaster Risk Reduction Framework (Department of Home Affairs 2018)
- National Strategy for Disaster Resilience (Attorney-General's Department 2011)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Department of Health 2007)
- Western Australian Emergency Risk Management Guide (SEMC 2015)
- Shire of Corrigin Local Emergency Management Arrangement 2020
- Shire of Corrigin Strategic Community Plan 2021-2031
- Shire of Corrigin Economics and Tourism Strategy 2017

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/NZ ISO 31000:2009 Risk Management – Principles and Guidelines*. This process is outlined in Figure 1.

Figure 1 – An overview of the risk management process¹



¹ Adapted from: AS 3959:2009, with permission from SAI Global under licence number 1510-c081.

2.1. Roles and Responsibilities

The roles and responsibilities of the key stakeholders involved in the development of the BRM Plan are outlined in Table 1.

Table 1 – Roles and Responsibilities

Stakeholder	Roles and Responsibilities
Local Government	<ul style="list-style-type: none">• Custodian of the Bushfire Risk Management Plan (BRM Plan)• Coordinate the development and ongoing review of the integrated BRM Plan.• Negotiate a commitment from land owners to treat risks identified in the BRM Plan.• Undertake treatments on lands owned or managed by them.• Submit the draft BRM Plan to DFES's Office of Bushfire Risk Management (OBRM) for review and endorsement.• Submission of the OBRM endorsed BRM Plan to council for their approval and adoption.
Department of Fire and Emergency Services	<ul style="list-style-type: none">• Participate in and contribute to the development and implementation of BRM Plans.• Support to local government through expert knowledge and advice in relation to the identification, prevention and treatment of bushfire risk.• Facilitate local government engagement with state and federal government agencies in the local planning process.• Undertake treatments on Unmanaged Reserves and Unallocated Crown Land within gazetted town site boundaries.• In accordance with Memorandums of Understanding and other agreements, implement treatment strategies for other land owners.• Review BRM Plans for consistency with the Guidelines prior to final approval by council.• Administer and coordinate the Mitigation Activity Fund Grants Program.
Department of Biodiversity, Conservation and Attractions	<ul style="list-style-type: none">• Participate in and contribute to the development and implementation of BRM Plans.• Provide advice for the identification of environmental assets that are vulnerable to fire and planning appropriate treatment strategies for their protection.• Undertake treatments on department managed land, and Unmanaged Reserves and Unallocated Crown Land outside gazetted town site boundaries and land in which they have an agreement for.

Stakeholder	Roles and Responsibilities
Department of Planning, Lands and Heritage	<ul style="list-style-type: none"> • Provide advice for the identification of their assets and infrastructure, specifically Aboriginal and European heritage.
Other State and Federal Government Agencies and Public Utilities	<ul style="list-style-type: none"> • Provide information about their assets and current risk treatment programs. • Participate in and contribute to the development and implementation of BRM Plans. • Undertake treatments on lands they manage.
Corporations and Private Land Owners	<ul style="list-style-type: none"> • Provide information about their assets and current risk treatment programs.

2.2. Communication and Consultation

Communication and consultation throughout the risk management process is fundamental to the development, implementation and review of the BRM Plan. To ensure appropriate and effective communication occurred with relevant stakeholders at each stage of the BRM planning process, a *Communication Strategy* was prepared (Appendix 1).

3. Establishing the Context

3.1. Description of the Local Government and Community Context

3.1.1 Strategic and Corporate Framework

The Shire of Corrigin Strategic Community Plan 2021-2031 vision is

Strengthening our community now to grow and prosper into the future¹.

As Council works towards achieving this it has identified four areas to concentrate resources in to achieve the community vision, they are Social, Economic, Environment, Governance and Leadership. The following section looks at how the BRM Plan will support these.

Strategic objective	How will the BRMP support the objective
SOCIAL An effectively serviced, inclusive and resilient community	In the context of the BRM Plan, the Shire recognizes the importance of a community spirit and values the efforts and dedication of the members of the local volunteer emergency services brigades and is committed to providing the necessary support and resources to enable them to respond to bushfires.
ECONOMIC A strong, diverse economy supporting agriculture, local business and attracting new industry	Under the BRM Plan, assets that are vital to the local, regional, or state economy are identified and where appropriate, suitable risk treatments implemented for their protection. The BRM Plan will allow the Shire to work with economic asset owners to help them understand their risk and improve their preparations and resilience.
ENVIROMENT An attractive natural and built environment for the benefit of current and future generations	In the context of this BRM Plan, the Shire of Corrigin understand that there is complex relationship between fire and the environment. Fire may benefit some environments or cause damage to others, as well as being impacted by treatments used to protect other assets. The Shire will work with other agency and the community to identify environmental assets that need specific consideration and minimizes negative impacts upon the environment for all treatments.
GOVERNANCE AND LEADERSHIP Strong governance and leadership	In the context of the BRM Plan, the Shire of Corrigin will be able to identify the areas of the greatest risk this will allow the Shire to prioritize funding and mitigation works on Shire owned and managed land to reduce the bushfire risk within the Shire. The BRM Plan will also assist the Shire in identifying unacceptable bushfire risks on private and other government lands, so that landowners can be engaged in treatment planning and encouraged to implement their own mitigation programs to reduce risk.

¹ Shire of Corrigin Strategic Community Plan

The Shire has outlined the roles and responsibilities in the following table for the implementation, monitoring and review of the BRM Plan, the Shire has access to the services of a Community Emergency Service Manager (CESM). A significant role of the CESM is to ensure the Shire's volunteer Bush Fire Brigades (BFBs) and emergency services volunteers are supported, trained, equipped and capable of providing appropriate emergency services to their communities. It is also envisaged that the CESM position will take a key role throughout the BRM Plan once the plan is endorsed.

Function	Roles
Shire of Corrigin leadership Team	<p>Oversight of the implementation, monitoring and review of the Bushfire Risk Management Plan</p> <p>Sourcing and approving funding and expenditure</p> <p>Monitoring the implementation of agreed treatments</p> <p>Liaison with key stakeholders</p> <p>Participation on local Emergency Management Committee (LEMC)</p> <p>Management of the release of the BRM Plan and BRMS data</p>
Community Emergency Service Manager (CESM)	<ul style="list-style-type: none"> • Performs work on Shire managed or owned land or as directed by the Shire • Develops practices for fire management on local government land • In consultation, plans and schedules works, including managing grant funding applications and reporting • Builds knowledge and understanding of fire management practice within the community • Participates on the Bushfire Advisory Committee (BFAC) • Supports and represents the Shire at bushfire related meetings and committees • Oversees the Shire's burning programs with support from local brigades • Contributes to treatment planning • Negotiates with stakeholders during treatment planning
Works Department	<ul style="list-style-type: none"> • Contributes to treatment planning • Undertakes planned works
Town Planning	<ul style="list-style-type: none"> • Ensure adherence to building codes and planning scheme • Review Bushfire Prone Area Mapping
Finance	<ul style="list-style-type: none"> • Financial management of grants and funding

3.1.2 Location, Boundaries and Tenure

Corrigin is a rural community located in the heart of the Wheatbelt region, 234 km south-east of Perth in Western Australia (see figure 2). The Shire covers 2682 square kilometres of agricultural farmland, crown land and town sites. The Shire of Corrigin consists of a main town site: Corrigin, and three smaller towns at Bullaring (28km south-west of Corrigin), Bulyee (35km west of Corrigin) and Bilbarin (17km north-east of Corrigin) which support agricultural areas surrounding the towns.

The Shire has been vastly cleared for farming, creating areas of gentle undulating land for sheep and cropping, leaving the remnant vegetation highly fragmented. Despite this there are sizable patches of remnant vegetation in the Shire, an example is the rifle club reserve on the western side of the townsite this is managed by local government and poses as a risk to the town, through this plan and mitigation funding this risk can be reduced. Other areas of concern are along roadsides, while majority are managed by local government others like the Brookton Highway is managed by Main Roads. These patches could become pathways for fire to move through at a fast pace if the risk is not reduced through this plan.

The Shire is made up of 94% private land (table 2), predominantly in family farming businesses. The number of farms in the Shire has decreased over time with many farmers buying the neighbouring property. Advances in technology and improvements in farm machinery has reduced the need for farm labour and consequently the number of occupied farmhouses has diminished. Empty farmhouses with yards and/or paddocks that have not been maintained makes it hard for fire fighters to catch a running fire compared to a maintained yard where they can use it to their advantage in stopping the fire.

Broadacre farming systems have evolved over time and the percentage of the Shire used for cropping has increase while the number of livestock has decreased. This change in agricultural land use has increased the amount of highly flammable crop residue during the hottest and driest months of the year. Historically livestock grazing provided areas of pasture during the dry summer months and provided a break between crop stubbles and reduced the amount of flammable material in the overall landscape.

With fewer and more dispersed farming properties in the Shire the number of firefighters available to attend and manage a fire incident can be challenging. Despite the Shire being well

supported by 235 volunteer firefighters, with significant private resources, the travel time and distance to attend a fire has increased

With the high percentage of privately owned land within the Shire means engaging with these stakeholders through the BRM plan is important, targeted education and consultation will be a key factor regarding mitigation works. Ensuring that all landowners comply with fire break orders and reduces the risk to their own property and adjoining properties.

Figure 2: The location of the Shire of Corrigin within Western Australia²



² www.wheatbelt.wa.gov.au/files/9915/3932/5375/2_pages_Wheatbelt_Map_Region

Table 2 – Overview of Land Tenure and Management within the Shire of Corrigin³

Land Manager/Agency	Percent of Local Government Area
Local Government	2%
Private	94%
Department of Biodiversity, Conservation and Attractions	1%
State of Western Australia	3%
Total	100%

3.1.3 Population and Demographics

The population within the Shire of Corrigin has declined over the last 5 years from a total of 1146 people in the 2016 census to a total of 1007 in the 2021 census. The forecast growth for the Shire is uncertain and this reflects the historic stability of population within the region.

Table 3 Shire of Corrigin Population⁴

Total population	1007
Male	503
Female	505
Aboriginal and/or Torres Strait Islander People	26
Age breakdown	Total number of people
0-18yrs	203
19-54yrs	386
55-84yrs	363
85yrs & over	42
The most common ancestries in Corrigin	Percentage
Australian	50.3%
English	44.5%
Irish	7.2%
Scottish	9.6%
German	2.6%

³ Landgate, 2021

⁴ ABS Census 2016

Over 91.0% of the population comes from English speaking background, therefore reducing communication barriers during community engagement and emergency response. Majority of the population lives either in the town centre or broadacre farming which should be considered during treatment programs.

The Shire has an Indigenous community of 2.6% of the Shire's population⁵. As Indigenous people have a strong connection to the land, they use fire as land management, wellbeing, and cultural ceremonies. Indigenous communities have a strong spiritual connection to their land, particular land features may represent cultural significance. It is important to engage with the Indigenous community when planning mitigation works to ensure that it doesn't impact on cultural values and wellbeing.

The Shire of Corrigin has an ageing population. The percentage of the Shire's resident population from 45 to 84 years (47.9%) is slightly higher than the State average (39.1%). The percentage over 55 in the Shire is increasing⁶. Elderly population and the aging community are increasing the Shire's vulnerable population. On average, the elderly community members are more fragile, have limited mobility, suffer from health conditions and/or require the care of others. Aging people often overestimate their abilities to prepare and defend their properties and may be reluctant to ask for assistance. Planning for the over 65-year age group is essential to ensure that their health needs and mobility issues are considered in emergency situation, particularly in evacuation. Additional consideration to supporting this group should be given when selecting the mitigation works to reduce fuel loads around residential areas and when enforcing fire break notices.

The Shire has 20.3% children under the age of 18, this group are considered vulnerable as they are dependent on adults for advice, understanding of instructions and decision making. This may be difficult if adults are not at home during an emergency event or are part of the emergency response.

The Shire currently works to ensure that the community hospital, health care agencies and other community groups are engaged to ensure the vulnerable population is identified and catered for during mitigation and emergency events. This will form an important part of the community engagement activities.

Like most of the Wheatbelt, Corrigin experiences some beautiful sights during the wildflower season, which is usually in September / October every year, this increases the tourist and transient population. Corrigin offers a scenic 4.1km one way wildflower drive located 5km west of town on the Brookton highway. Located 20kms southeast from town, Gorge Rock is a natural rock pool which was once the local swimming hole. It is now a camping and picnic area. These sites will need to be considered when mitigation works are carried out so visitors are not put in danger or if an emergency is taking place as tourist and transient people are not familiar with these areas and may not know what to do or where to go in an emergency in unfamiliar grounds.

⁵ ABS Census 2016

⁶ ABS Census 2016

3.1.4 Economic Activities and Industry

The major industry in the district is agriculture, producing mainly cereal crops and sheep, with a variety of smaller industries including retail, steel fabrication, machinery sales and service located in the townsites. The most common industries in which people from the Shire of Corrigin work are agriculture, public administration and safety, education and training, health care and social assistance.

The Shire hosts a modern-day care facility as well as a District High School catering for students from kindergarten through to secondary schooling. The Shire offers a range of health care services and facilities including a hospital, doctor, and pharmacy. A range of recreational and leisure activities are available to the community including football, cricket, hockey, netball, basketball, tennis, 18-hole golf, lawn bowls, squash, 50m swimming pool, heated pool, pistol/rifle shooting and darts.

Agriculture, Forestry and Fishing	200
Public Administration and Safety	54
Health Care and Social Assistance	37
Education and Training	37
Transport, Postal and Warehousing	31
Retail Trade	25
Accommodation and Food Services	23
Inadequately described/Not stated	20
Other Services	19
Construction	16
Wholesale Trade	15
Manufacturing	13
Financial and Insurance Services	12
Professional, Scientific and Technical Services	6
Mining	4
Administrative and Support Services	4
Information Media and Telecommunications	3
Electricity, Gas, Water and Waste Services	0
Arts and Recreation Services	0
Rental, Hiring and Real Estate Services	0
Total	528

Table 4-Employment by industry for Corrigin (2016 Census)⁷Note:2021 employment by industry not available at time of plan.

One of the factors that has changed in agriculture over the years is the advancement in cropping practices and the increased size and effectiveness of machinery, leading to more hectares being cropped. This has seen a decrease in livestock production which affects two factors.

⁷ ABS Census 2016

- Decrease in population on farms during the fire season
- Increased fuel load and fire risk

The risk of a fire impacting the agricultural industry is very high as harvesting takes place in summer when the crops have matured and cured. The most vulnerable industry in the Shire would be agriculture and the losses due to fire could include income from crops and also infrastructure such as fences and sheds as well as livestock. Fire in a broadacre farming landscape also increases the risk of topsoil erosion by wind and rain causing possible additional financial loss in the future.

3.2. Description of the Environment and Bushfire Context

3.2.1 Topography and Landscape Features

The Shire of Corrigin is characterised by well developed drainage systems of rivers, brooks and gullies. These normally flow during winter months, drying up during summer. There is a tendency for the main drainage lines in the Shire to become disorganized into chains of salt lakes, some of which are drained by the upper reaches of the Avon River.⁸ Smaller areas such as Lake Kurrenkutten have the same effect, these salt lakes can either stop the fire or slow it down enough to fight the fire. These natural areas need to be considered when both fighting the fire and mitigation work is carried out as the areas can become boggy depending on the years rainfall and limit access for prevention and combating the fire.

The landscape of the Shire of Corrigin can be described as gently undulating and of low relief except where the occasional granite outcrops protrude as rock domes⁹, these can cause issues for fire fighters gaining access in an emergency. Infrastructure like the water pipelines and train tracks can cause barriers and challenges in the fighting and prevention of fires. The main water pipeline runs in a southwest direction with branch lines running along road reserves throughout the Shire. The waterpipe is situated above ground level in some areas of the shire and prevents entry from the roadway.

The train tracks are raised and unable to be crossed, except at road crossings. The train tracks run from the south through Bullaring, up through the town and out north of the town passing through Bilbarin. Fires often spot across these features, where firefighters cannot easily cross and may have to travel some distance to be able to get to the other side. This can often result in a significant delay in firefighting response allowing fires to be able to grow quickly with limited suppression. This often results in much larger fires.

⁸ Native Vegetation Handbook for the Shire of Corrigin

⁹ Native Vegetation Handbook for the Shire of Corrigin

3.2.2 Climate and Bushfire Season

In Australia, the seasons are defined by grouping the calendar months in the following way:

- Spring - the three transition months September, October, and November.
- Summer - the three hottest months December, January, and February.
- Autumn - the transition months March, April, and May.
- Winter - the three coldest months June, July, and August.

The period from late spring to early autumn is normally dry and hot, causing the vegetation to dry out, which increases available fuel load. The months of November to April are the fire season and can produce weather that is extreme, with high temperatures, high winds, and low humidity, which combined with the dry vegetation can cause fast moving, uncontrollable fires.

Figure 3 is a representation of minimum, maximum, and average temperature for the Shire of Corrigin, and the figure 4 presents the average rainfall over the last ten years. Both tables indicate that the hottest and driest season is generally around December to February.

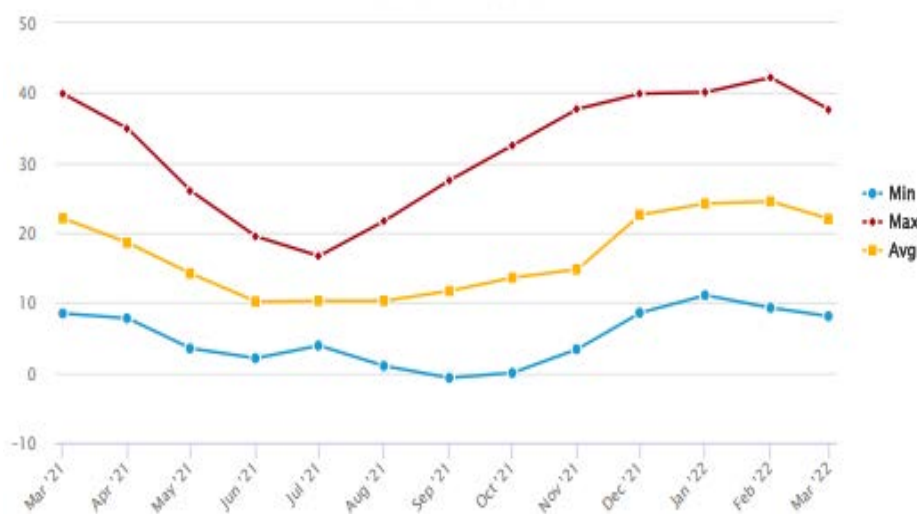


Figure 3-Shire of Corrigin average temperature¹⁰

¹⁰ Source: Bureau of Meteorology

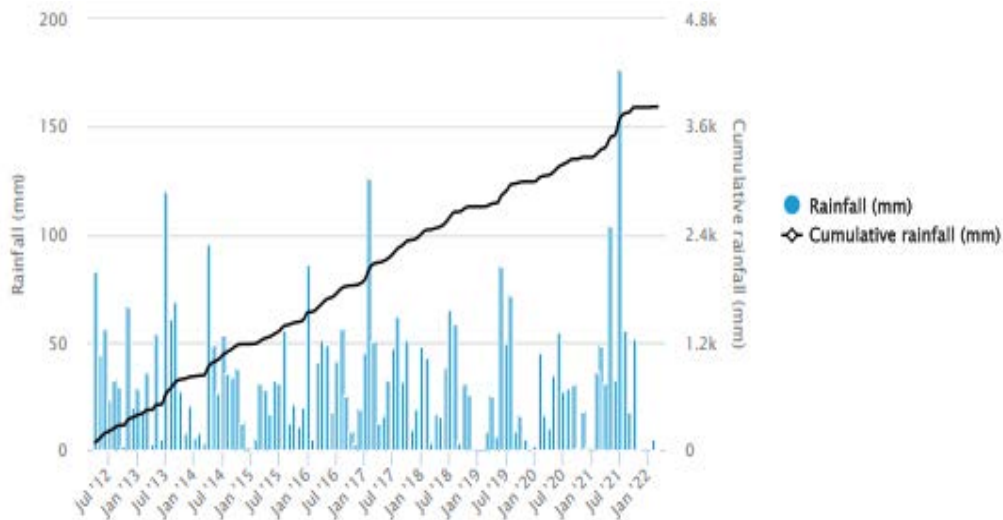


Figure 4-Shire of Corrigin average rainfall¹¹

Figure 5 shows the average wind direction in Corrigin over the last 10 year period (from the 21.3.2012 – 21.3.2022). This shows the wind predominantly comes from a westerly direction, whereas during the bushfire seasons the wind predominantly comes from the east, southeast, as shown for the period of 21 October to 21 April on a yearly basis for the years 2018 to 2021 in Figures 6 to 8. The average wind speed at 3pm from 1957 to 2010 on a monthly basis is shown in Figure 9.

	< 2 KM/H
	2 to 8 KM/H
	8 to 15 KM/H
	5 to 22 KM/H
	22 to 29 KM/H
	29 to 36 KM/H
	>36 KM/H

¹¹ Source: Bureau of Meteorology

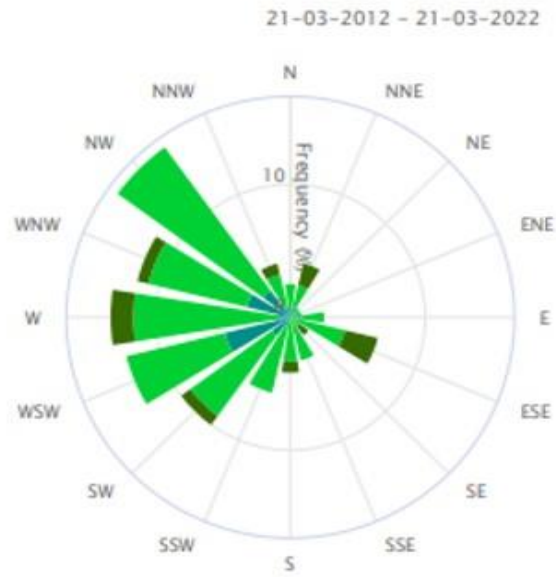


Figure 5-Average wind direction 10 year

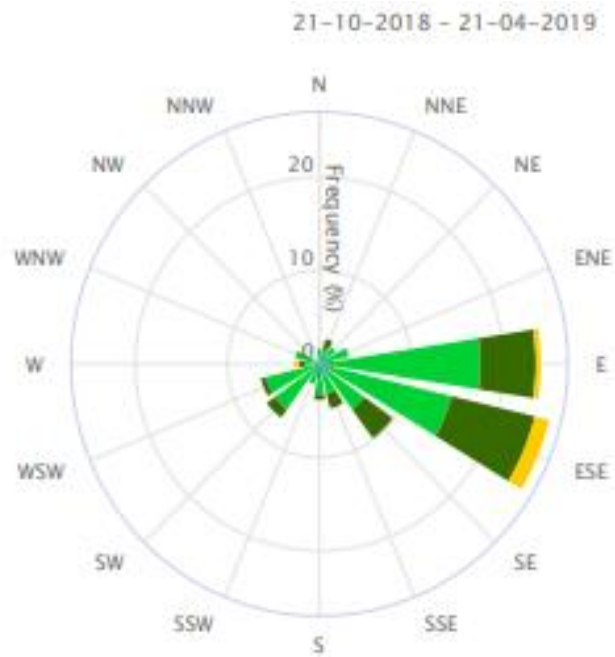


Figure 6- wind direction

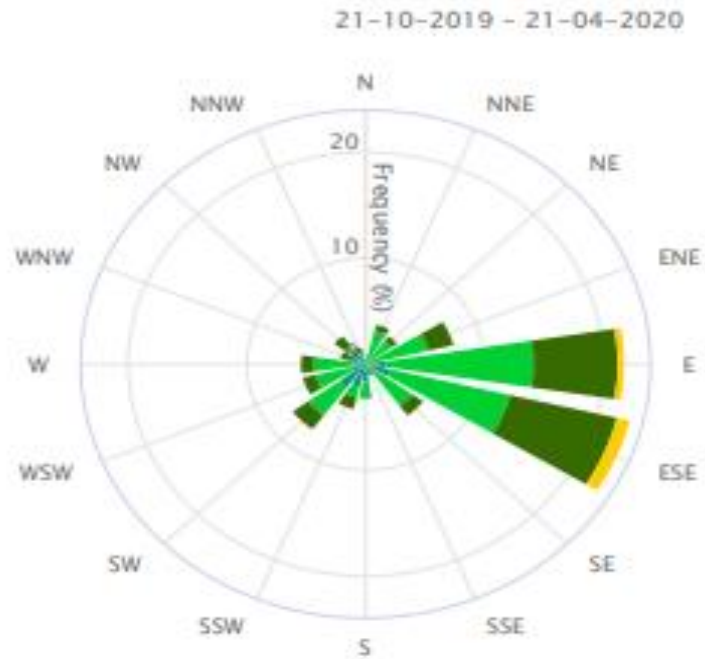


Figure 7- wind direction

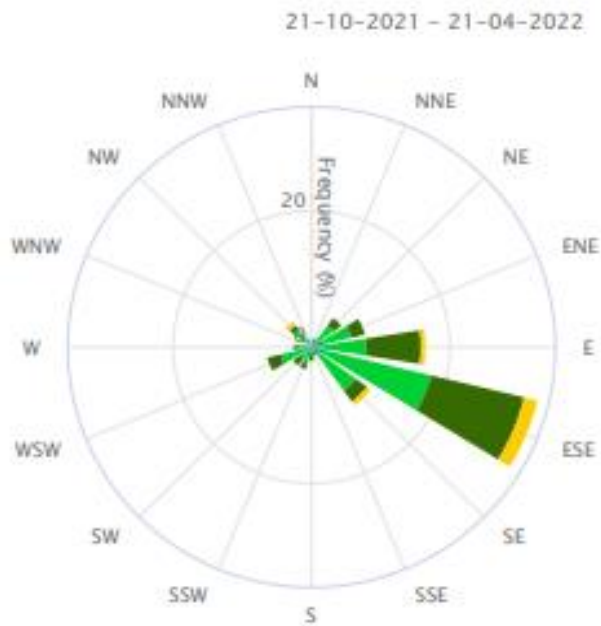


Figure 8- wind direction

CORRIGIN

Mean 3pm wind speed (km/h)

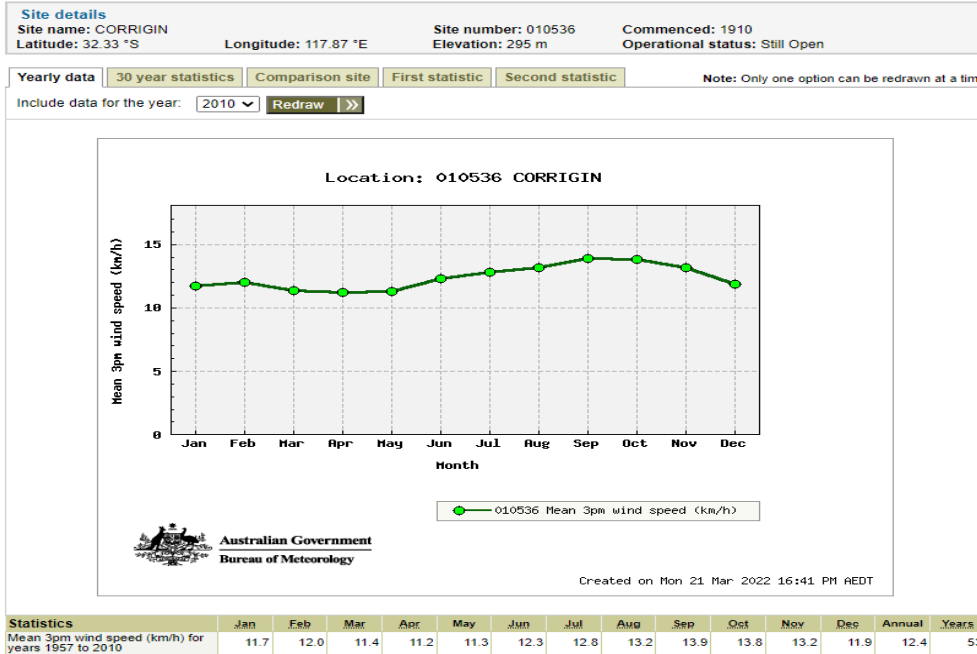


Figure 9 – Wind Speed Average 1957 to 2010¹²

The yearly average rainfall for the Shire of Corrigin is 371.3mm. The months of May to August are the wettest months with an average total rainfall of 212.6mm for the 4 months. The months of March, April, September, and October are the next wettest with an average total rainfall of 95.4mm for this period. The months from November to February are generally the driest months and have an average total rainfall of 63.2mm. Figure 10 shows the monthly average rainfall from 1910 to 2022.

¹² Source: Bureau of Meteorology

CORRIGIN

Mean rainfall (mm)

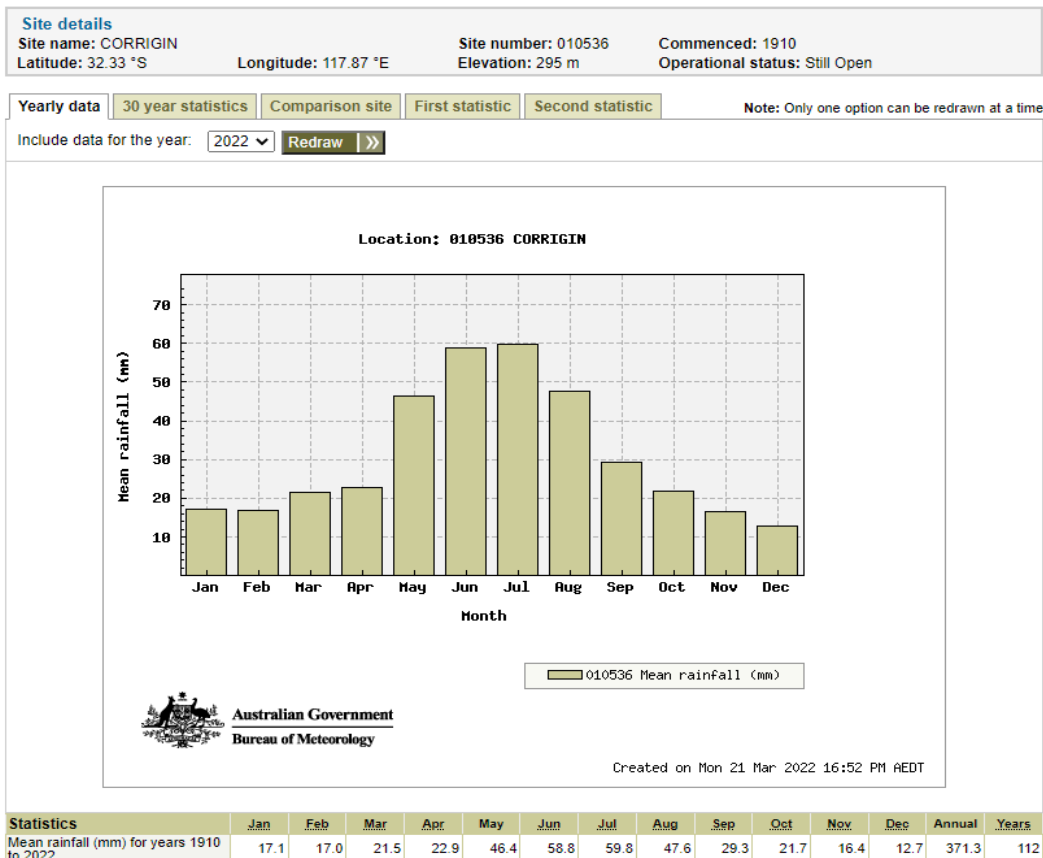


Figure 10 – Monthly Average Rainfall¹³

On average the Shire of Corrigin has a yearly maximum temperature of 23.8°C and minimum temperature of 10.0°C. The months for June to August are the coldest with the average maximum temperature of 16.1°C and the average minimum temperature of 5.1°C. The months of April, May, September and October have an average maximum temperature 21.6°C and the average minimum temperature of 8.2°C. The hottest months are November to March with the average temperature of 30.2°C and the average minimum temperature of 14.3°C. Figure 11 shows the average maximum and minimum temperature from 1948 to 2022.

¹³ Source: Bureau of Meteorology

CORRIGIN

Mean maximum temperature (°C)

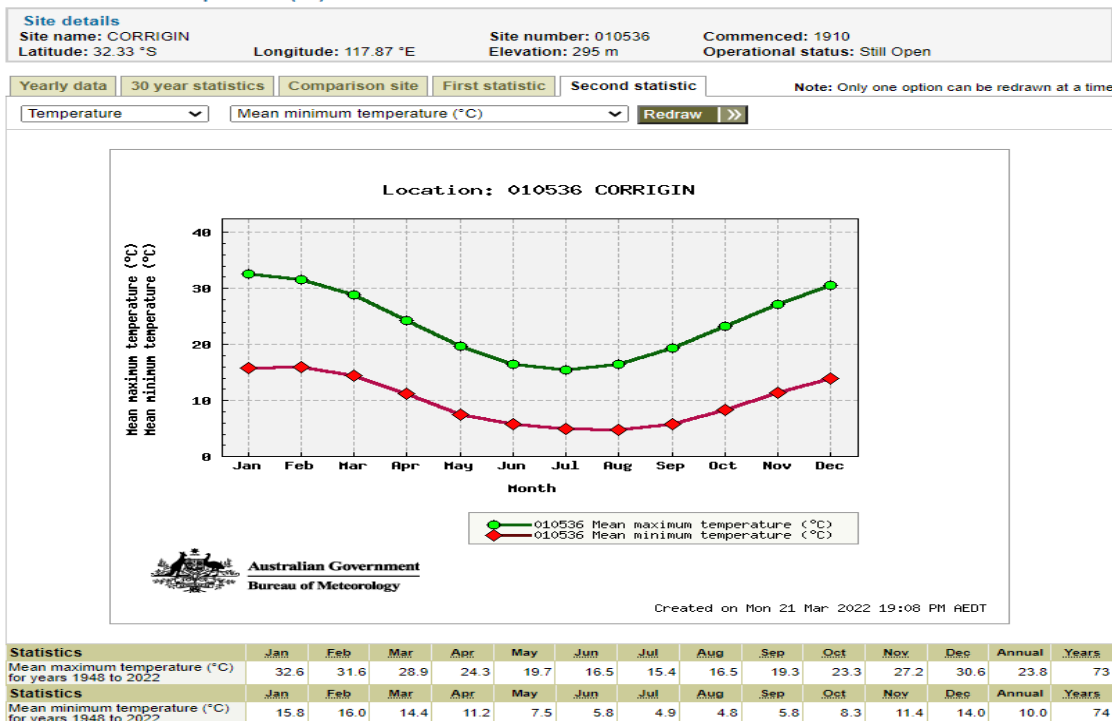


Figure 11 –Average Temperature¹⁴

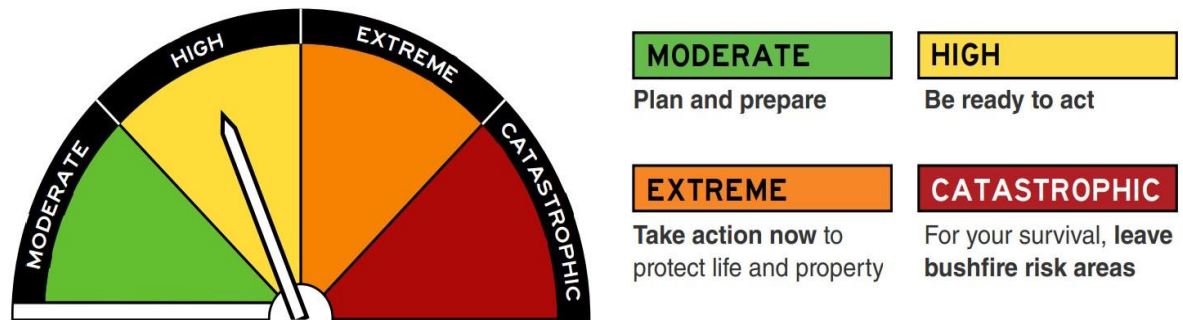
Weather patterns in the Shire of Corrigin show that the months between 1 November to the 1 April are the bushfire season within the Shire. During these months there is high temperature, low rainfall, and an average wind speed at 3pm of 14.6km/hr. During these months it is common to have days of increased fire weather.

The Australian Fire Danger Rating System (AFDRS) Program is redesigning the forecasting of fire danger in Australia. The AFDRS is a project of national significance being developed collaboratively by each state and territory, and the Commonwealth government. It aims to improve public safety, reduce the impacts of bushfires, and better support the community with nationally consistent ratings and messaging. The AFDRS will be implemented on 1 September 2022 across Australia.

Fire Danger Ratings describe the potential level of danger should a bushfire start. They provide people with information so that they can take action to protect themselves and others from the potentially dangerous impacts of bushfires. Ratings are calculated using a combination of weather forecasting and vegetation information. They do not indicate the chance of a fire occurring. The AFDRS will have four levels with action-oriented messages to encourage people to take action. The ratings and high-level messages are demonstrated in the tables below.

¹⁴ Source: Bureau of Meteorology

The Australian Fire Danger Ratings (AFDRS) levels are:



Name/Colour	Fire Behaviour Index Range	Suppression difficulty
MODERATE (Green)	12-23	Most bushfires in this category. Fires typically suppressed with direct, parallel or indirect attack.
HIGH (Yellow)	24-49	Initial attack success critical to prevent large fire development. Defensive suppression strategies.
EXTREME (Orange)	50-99	Defensive suppression strategies. High levels of threat to life/property. Safety of firefighters and community paramount.
CATASTROPHIC (Red)	100+	Unsafe for firefighters and community. Without initial attack success, likelihood of very large fire development is very high. High probability of loss of life and property.

The move from six to four ratings, new names and thresholds, will change how Fire Danger Ratings are referenced within the Bush Fires Act 1954, Bush Fires Regulations 1954 and Bush Fires (Infringements) Regulations 1978. DFES consulted with representatives across state and local government, agriculture and industry to identify and progress the required changes ahead of the nationally agreed 1 September 2022 implementation date.

Total Fire Ban

The primary justification for recommending the declaration of a Total Fire Ban (TFB) is based on the forecast Fire Danger Index (FDI) and resultant Fire Danger Rating (FDR).

The AFDRS will provide a Fire Behaviour Index (FBI) as a scale of fire danger that produces fine-scale information across a range of fuel types. As the transition between the High and Extreme rating (50 FBI) is associated with erratic fire behaviour and an increased likelihood of community loss and significant consequences, it has been nationally recognised as the most appropriate threshold for a TFB declaration.

Harvest Vehicle Movement Ban

A Harvest and Movement of Vehicle Ban is generally imposed by the Chief Bush Fire Control Officer in consultation with Fire Weather Officers when the weather and harvest conditions reach a stage where the risk of a fire is very high.

Currently during a TFB a Bushfire Control Officer MUST impose a ban, commonly referred to as a Harvest Vehicle Movement Ban (HVMB), on off-road activity for business, industry and agriculture if the FDI exceeds 35. However, as the AFDRS is based on the FBI rather than Grassland FDI (GFDI) and a new grassland model, an appropriate FBI/FDR threshold must be determined. Analysis was conducted to determine the range of weather combinations (temperature, relative humidity and wind speed) and fuel inputs (4.5 t/ha fuel load and 100% curing) that equate to a GFDI of 32. These same weather conditions when applied to the FBI algorithm, resulted in producing an average FBI of 40 which will become the new trigger under the AFDRS.

WA is currently leading the way in producing a tool that will allow for calculating an FBI to inform the requirement for a HVMB based on the new grassland model. The tool will be available on smart devices when either on or offline and will allow for the input of observed weather and grass curing conditions.

3.2.3 Vegetation

The Shire has been vastly cleared with 85-95% of the diverse native vegetation cleared for use as agricultural land. Despite this, there are sizable patches of remnant vegetation that could be adversely affected by fire. Additionally, much of the remnant vegetation is along roadsides, which may provide a way for fire to spread across a large area.

There are 3 main types of native vegetation groups.

- Woodlands
- Scrubland
- Mallee

The Mallee species recorded in the Corrigin Vegetation System are mostly black marlock, lerp mallee, tall sand mallee and capped mallee with a closed understory usually present. Woodland or low woodland of brown mallet does not extend so far east of the System, and blue mallet replaced in some localities. Wandoo tends to occur mainly on the upper slopes below the sandplain, while York gum occurs mainly on middle slopes. Salmon gum and red morrel was found on flats with heavy soil, while flooded gum occurs along the major creek along with lesser bottlebrush, while along the salty creeks swamp sheoak *and* *Melaleuca hamulosa*, with sapphire

are common. These trees are very fire sensitive and are easily killed by low level of scorch. Mitigation work in these areas need to be sensitive to this and several methods may be needed.

The Department of Biodiversity, Conservation and Attractions conducted a study in the Great Western Woodlands in 2010, the study provides the following information on bushfire behavior in similar natural vegetation as found in the areas of Corrigin.

- Woodlands tend to have surface fuels accumulated only beneath individual trees, separated by areas of bare ground. Strong winds are required to allow fires to move between these discontinuous clumps of surface fuel and they will do so only slowly. There are usually few shrubs in the understorey and again, these will be separated by bare ground. Combustion of the canopy is rare as the over storey of woodlands tends to be composed of tall Eucalyptus species and there is usually little vertical continuity of fuels. Fires take longer to establish in this vegetation type but once established can be hard to extinguish.
- Shrublands typically feature a surface fuel component of leaf litter overlain by a near-surface fuel component of low shrubs. Above these is often a nearly continuous vertical profile of taller shrubs and scattered mallee. The continuity of surface fuels allows fires to spread under moderate conditions, while the continuity of the vertical profile allows fire to reach higher fuels. Higher fuels are usually well aerated and contain volatile oils, factors that facilitate rapid and intense combustion. When severe weather conditions prevail, fires will burn with great intensity, consuming surface, near surface and elevated fuels as well as any higher strata that are present. The lack of a tall over storey to reduce wind speed also facilitates fast moving fires which results in intense fire behaviour in shrublands.
- Mallee communities form something of a continuum between shrublands and woodlands. They vary in structure, approximating shrubland at one extreme of their environmental niche and woodland at the other. Overall, mallee vegetation is lower and denser than woodland, but more open than shrubland. Accordingly, it falls between these in terms of flammability. Mallee vegetation usually contains a substantial layer of ground fuels, primarily shed bark and leaf litter. These will usually be overlain by a discontinuous near ground fuel layer of grass and shrubs. Patches of bare ground may still occur, but they will be smaller and less frequent than in woodlands. Taller shrubs and hanging bark may also be present and will act as a 'ladder' to help fires reach the low overstorey canopy.

The main vegetation within the Shire is used for agriculture (crops and pasture) and may appear to have a low bushfire risk for most of the year, however the practices of retaining stubble does mean that fire can carry in the right condition's year around. During the harvest periods of the

year (October to January), this vegetation becomes a significant bushfire hazard. With large areas of continuous crop, the spread of fire with strong winds can make for a fast moving, large fire. The areas used for agriculture are normally gently undulating and easily accessible for firefighting efforts, however the fast-moving nature of grass fires can be challenging to suppress.

3.2.4 Threatened Species and Communities

Native flora and fauna species together with ecological communities are significant values that require consideration in respect to bushfire risk. It is important that mitigation activities do not have a detrimental impact to threatened species and ecological communities. Within the Shire some examples of this are,

Curlew Sandpiper – The Curlew lives and nests on the ground in open woodland and is prone to wildfires. Curlews breed from June to December and are territorial during the breeding season. The mating pair is monogamous and will stay together for the year. The clutch size is two eggs, which are laid on the open ground with little preparation or protection. The Curlew species may be at risk in situations where fire occurs with even moderate frequency because they have low mobility.

Malleefowl – Pairs of Malleefowl occupy a permanent territory and require tall unburnt Mallee, low woodland or Acacia scrub situated on sandy soil with a fairly complete canopy and abundant litter for nest mound formation. Fox predation is a major threat to Malleefowl where there is insufficient vegetation cover and protection. This is exacerbated by inappropriate fire regimes, particularly large-scale homogenous fires which can cause local extinctions. It may take 15 years before habitat is suitable to breed after extensive fires due to a shortage of litter material for nesting or greater exposure to predators.¹⁵ Small burns and a mosaic of management is best for this species as it helps to avoid the wide scale habitat loss in a single fire event.

Carnaby's cockatoo – Carnaby's cockatoo occur in uncleared and remnant areas of woodland, shrubland and Kwongan heath dominated by proteaceous species. They breed in the semiarid and subhumid interior eucalypt woodlands, principally dominated by Salmon Gum (*Eucalyptus salmonophloia*) or Wandoo (*Eucalyptus wandoo*). The Avon Wheatbelt bioregion is an important breeding area for the species. After breeding, flocks tend to migrate coastward in search of food, with the Swan Coastal Plain recognised as an important foraging area.

All treatments need to consider the requirements of all the flora and fauna on site. Response strategies should be environmentally sensitive within the constraints of the incident and the

¹⁵ *Fire and Biodiversity Guidelines for the Avon Basin*

Shire will take every opportunity to remind landowners/managers of their obligation to obtain appropriate clearances and approvals prior to commencing vegetation-based treatments.

A list of the Declared Rare Flora and Fauna applicable to the Shire of Corrigin is included at Appendix C.

3.2.5 Bushfire Frequency and Causes of Ignition

An ignition source can be from a natural source which are commonly lighting strikes or from human actions which can either be accidental or deliberate. The fire history for reported fires in the Shire indicates a number of fires are unreported ignition source and therefore leaving a large gap in understanding the cause of bushfires (*Table 5*). It is important to work with fire managers and responding crews to educate and support them to prove ignition data whenever possible

Total for CORRIGIN (S)		2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	Total
Reported Cause	Total Number of Bushfires:	4	8	9	8	9	3	8	7	3	4	63
Burn off fires		0	1	3	0	1	1	0	0	0	0	6
Cigarette		1	0	0	0	0	0	0	0	0	0	1
Electrical distribution (excl. power lines)		1	0	0	0	0	0	0	0	0	0	1
Equipment - Mechanical or electrical fault		0	0	0	0	1	0	1	0	0	0	2
Human Error (Left on, knock over, unattended etc.)		0	0	0	1	1	0	0	0	0	0	2
Other open flames or fire		1	0	0	0	0	0	0	0	0	0	1
Power lines		0	1	0	3	0	0	0	0	0	1	5
Reignition of previous fire		0	0	0	0	0	0	0	0	0	2	2
Suspicious/Deliberate		0	0	0	0	1	0	1	0	1	0	3
Undetermined		0	1	0	0	0	0	0	0	0	0	1
Unreported		0	1	1	3	4	0	0	1	1	1	12
Vehicles (incl. Farming Equipment/Activities)		1	0	2	0	0	1	3	1	1	0	9
Weather Conditions - Lightning		0	4	3	1	0	0	3	5	0	0	16
Weather Conditions (High winds, natural combustion e		0	0	0	0	1	1	0	0	0	0	2

Table 5: Total Number of Bushfires (DFES,2022)¹⁶

The main risk of ignitions associated with agriculture is during the harvest period. Vehicles and machinery used during harvesting operations can easily ignite fires in cured crops through sparks or heat and added with the dryness of the crop, fires can spread fast. To reduce the risk of agricultural fires, it is required in the Corrigin Shire to have an operational mobile firefighting unit with a minimum capacity of 500L of water located in or immediately adjacent to the paddock being harvested. The Shire uses Harvest and Vehicle Movement Bans to restrict activities likely

¹⁶ DFES Reports

to cause ignitions, which are applied by a representative of the Shire when weather conditions hit a trigger point.

A high number of ignitions were caused due to lightning strikes and vehicle fires. As more than half the ignitions during the reporting period appear to be caused by human action. A targeted education brochure may be effective, to provide the community with better understanding of ignition risks, reporting requirements and fire behaviour, particularly for landowners conducting hazard reduction burns and operating vehicles/machinery. As this may serve to influence better the decision-making of when and how these activities should be conducted.

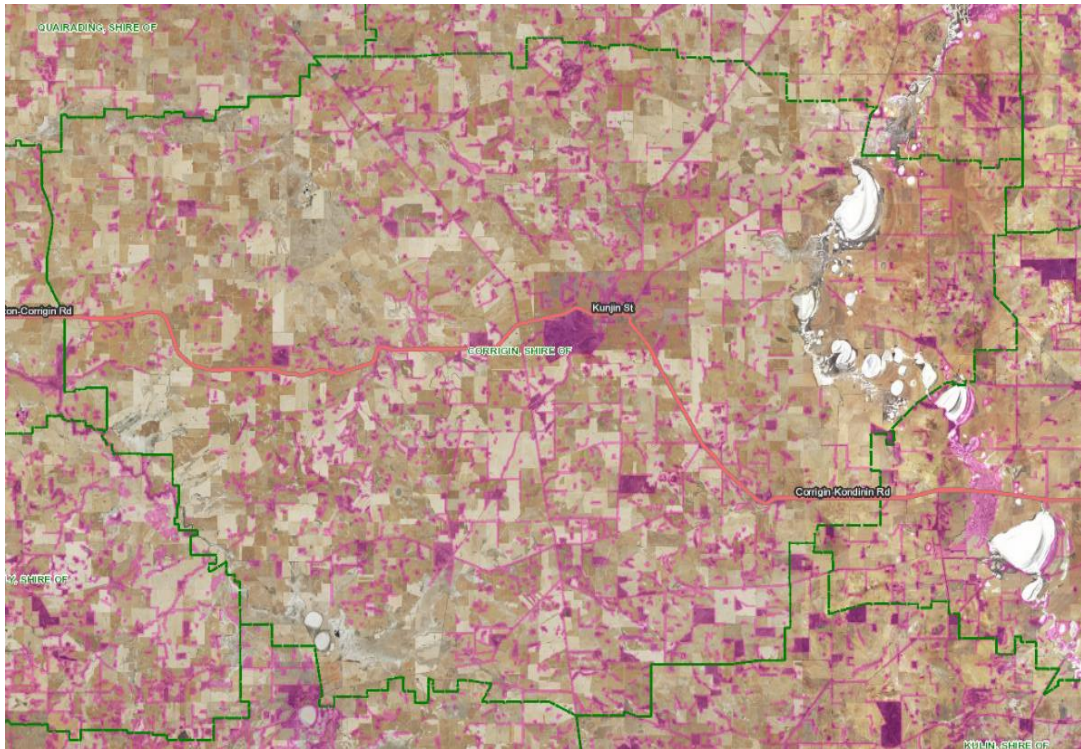
3.2.6 Current Bushfire Risk Management Activities

Local Government Wide Controls are activities that reduce the overall bushfire risk within the Shire of Corrigin. These types of activities 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. Some notable controls currently in place in the Shire of Corrigin are detailed below.

Map of Bushfire Prone Areas

The intent of the WA Government's 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. The *State Planning Policy 3.7 – Planning for Bushfire Prone Areas* ensures bushfire risk is given due consideration in all future planning and development decisions. This policy does not apply retrospectively, however the BRM Plan can help address this risk for existing development and establishing an effective treatment plan to manage the broader landscape and any unacceptable community risks. The Shire of Corrigin Bushfire Prone Areas are shown in pink in Figure 14 below¹⁷.

¹⁷ <https://maps.slip.wa.gov.au/landgate/bushfireprone/>



Volunteer Fire Brigades

There are five Bush Fire Brigades (BFB) and one Volunteer Fire and Rescue Service (VFRS) brigade within the Shire of Corrigin. The Shire of Corrigin has 235 registered volunteer BFB members with an average age of 44. The appliances are as below:

- **Bilbarin BFB** - 2.4 Broadacre
- **Bullaring BFB** - 4.4 Broadacre
- **Bulyee/Kunjin BFB** – 4.4 Broadacre
- **Corrigin Central BFB** – 4.4 Broadacre
- **Corrigin VFRS (DFES)** – HSR and a Light tanker
- There is also a large amount of privately owned farm appliances within the Shire that assist with response activities, as well as shire owned machinery.

Burning Restrictions

Burning restrictions within the Shire of Corrigin are as follows:

- Restricted Burning Times – 19 September to 31 of October and 15 February to 15 April- **Permit Required**
- Prohibited burning times-1 November to 15 February
No burning allowed including Campfire

Harvesting is not permitted on Christmas Day, Boxing Day and New Year's Day.
No fires are permitted Good Friday and Easter Sunday.

Restricted and burning periods may be extended by 14 days at the discretion of Council, and/or Chief Bush Fire Control Officer. When required, Harvest and Vehicle Movement Bans are issued by the Shire and Total Fire Bans are declared by DFES.

Bush Fires Act 1954 section 33 Fire Management Notices

The Shire publishes an annual Fire Break Notice which sets out the requirements for fuel reduction and fire break requirements within the town site and on rural land. The Shire's Fire break order sets out process for inspections and compliance activities relating to the Notice.

The Section 33 Fire Break Notices are used to achieve community wide asset protection by reducing the spread of fire and allowing access to properties for firefighting efforts.

Community engagement activities

While compliance, in line with landowner responsibilities detailed in the Shire's annual Fire Break Notice, is generally good, when it comes to preparatory efforts (i.e. in line with general prevention and preparedness around individual properties) community engagement is more challenging, mainly due to time constraints and conflicting priorities. The Shire promotes key messages regarding community awareness and resilience through local media leading up to fire season. The focus for the next couple of years will be the introduction of the new AFDRS and educating the community so they are aware of the changes and the meaning of the new ratings.

4. Asset Identification and Risk Assessment

4.1. Planning Areas

The Shire of Corrigin has only one planning area.

4.2. Asset Identification

Asset identification and risk assessment has been conducted at the local level using the methodology described in the Guidelines using BRMS. Identified assets are categorised into the following categories and subcategories provided in Table 6

Table 6 – Asset Categories and Subcategories

Asset Category	Asset Subcategories
Human Settlement	Residential areas Residential areas, including dwellings in rural areas and the rural-urban interface. Places of temporary occupation Commercial and industrial areas, mining sites or camps and other locations where people may work or gather. Special risk and critical facilities Locations and facilities where occupants may be especially vulnerable to bushfire for one or more of the following reasons: <ul style="list-style-type: none">• Occupants may have limited knowledge about the impact of bushfires;• Occupants may have a reduced capacity to evaluate risk and respond adequately to bushfire event;• Occupants may be more vulnerable to stress and anxiety arising from a bushfire event or the effects of smoke;• There may be significant communication barriers with occupants;• Relocation and/or management of occupants may present unique challenges or difficulties, such as transportation, or providing alternative accommodation, healthcare or food supplies; or• Facilities that are critical to the community during a bushfire emergency.
Economic	Agricultural Areas under production, such as pasture, livestock, crops, viticulture, horticulture and associated infrastructure. Commercial and industrial Major industry, waste treatment plants, mines (economic interest), mills, processing and manufacturing facilities and cottage industry. Critical infrastructure

Asset Category	Asset Subcategories
	<p>Power lines and substations, water pumping stations, tanks/bores and pipelines, gas pipelines, telecommunications infrastructure, railways, bridges, port facilities and waste water treatments plants.</p> <p>Tourist and recreational Tourist attractions, day-use areas and recreational sites that generate significant tourism and/or employment within the local area. These assets are different to tourist accommodation described as a Human Settlement Asset (see above).</p> <p>Commercial forests and plantations Plantations and production native forests.</p> <p>Drinking water catchments Land and infrastructure associated with drinking water catchments.</p>
<p>Environmental</p>	<p>Protected Flora, fauna and ecological communities that are listed as a:</p> <ul style="list-style-type: none"> • Critically Endangered, Endangered or Vulnerable species under the Environmental Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act 1999) (including associated critical habitat); • Critically Endangered, Endangered or Vulnerable species under the Biodiversity Conservation Act 2016; • Critically Endangered, Endangered or Vulnerable ecological community under the EPBC Act 1999 (Cth); • Critically Endangered, Endangered or Vulnerable Threatened Ecological Community (TEC) endorsed by the Minister for Environment (WA); • Fauna protected under international conventions; and • Ramsar wetlands of international importance. <p>Priority Flora, fauna and ecological communities that are a:</p> <ul style="list-style-type: none"> • Priority species listed on the Priority Flora or Priority Fauna Lists held by DBCA (Priority 1-5). • Priority Ecological Community (PEC) (Priority 1-5); and • Wetlands of national or state importance. <p>Locally important Species, populations, ecological communities or habitats that the local community or independent scientific experts consider important for the area and for which there is some scientific evidence that protection would be beneficial. Wetlands of local importance. Sites being used for scientific research.</p>
<p>Cultural</p>	<p>Aboriginal heritage</p>

Asset Category	Asset Subcategories
	Places of indigenous significance identified by the DPLH or the local community.
	European heritage
	Non-Indigenous heritage assets afforded legislative protection through identification by the National Trust, State Heritage List or Local Planning Scheme Heritage List.
	Local heritage
	Assets identified in a Municipal Heritage Inventory or by the local community as being significant to local heritage.
	Other
	Other assets of cultural value to the local community, for example community halls, churches, clubs and recreation facilities.

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 *Asset Risk Register* will be maintained in BRMS, this information is not included in the plan because it contains information deemed personal and contains locations of cultural and environmental importance.

The percentage of assets within the local government in each asset category at the time of BRM Plan endorsement is shown in Table 7.

Table 7 – Asset Category Proportions

Asset category	Proportion of identified assets
Human Settlement	269
Economic	37
Environmental	7
Cultural	5

4.3.1 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.

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

- **Consequence Rating – Human Settlement, Economic and Cultural Assets**

The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the hazard posed by the classified vegetation and the vulnerability of the asset.

- **Consequence Rating – Environmental Assets**

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.

4.3.2 Likelihood Assessment

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

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 Table 7. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed.

Table 8 – Local Government Asset Risk Summary

Asset Category	Risk Rating					
		Low	Medium	High	Very High	Extreme
	Human Settlement	2.8%	10%	21%	20%	30%
	Economic	2.8%	2.8%	1.9%	3%	.9%
	Environmental	0%	0%	1.6%	.3%	.3%
	Cultural	1.3%	0%	0%	0%	.3%

5. Risk Evaluation

5.1. Evaluating Bushfire Risk

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

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

5.2. 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 9 – Criteria for Acceptance of Risk and Course of Action

Risk Rating	Criteria for Acceptance of Risk	Course of Action
Extreme	Only acceptable with excellent controls. Urgent treatment action is required.	<p>Routine controls are not enough to adequately manage the risk. Specific action is required in first 2 years of BRM Plan.</p> <p>Treatments will be approached by:</p> <ul style="list-style-type: none"> • Priorities will be made for treatments that will have maximum benefit to multiple assets and critical infrastructure. • Treatments that benefit vulnerable communities will be given priority. • Identification of partnerships with other agencies for strategic mitigation. <p>Communication with asset owners in this class will be priorities and focus on increasing understanding of the risk facing these assets (see Communications plan).</p>
Very High	Only acceptable with excellent controls.	<p>Routine controls are not enough to adequately manage the risk. Specific action is required in first 3 years of BRM Plan.</p>

	Urgent treatment action is required.	<p>Treatments will be approached by:</p> <ul style="list-style-type: none"> • Priorities will be made for treatments that will have maximum benefit to multiple assets and critical infrastructure. • Treatments that benefit vulnerable communities will be given priority. • Identification of partnerships with other agencies for strategic mitigation. • Communication with asset owners will be as per the Communications Plan and focus on increasing understanding of the risk facing these assets.
High	Only acceptable with excellent controls. Urgent treatment action is required.	<p>Routine controls are not enough to adequately manage the risk. Specific action is required in the life of the BRM Plan.</p> <p>Treatments will be approached by:</p> <ul style="list-style-type: none"> • Priorities will be made for treatments that will have maximum benefit to multiple assets and critical infrastructure. • Treatments that benefit vulnerable communities will be given priority. • Identification of partnerships with other agencies for strategic mitigation. <p>Communication with asset owners will be as per the Communications Plan and focus on increasing understanding of the risk facing these assets.</p>
Medium	Acceptable with adequate controls. Treatment action is not required but risk must be monitored regularly.	<p>Specific actions are not required. Risk may be managed with routine controls and monitored periodically throughout the life of the BRM Plan.</p>
Low	Acceptable with adequate controls. Treatment action is not required but risk must be monitored.	<p>Specific actions are not required. Risk will be managed with routine controls and monitored as required.</p>

5.3. Treatment Priorities

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

Table 10 – Treatment Priorities

Likelihood	Consequence				
		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)

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 are non-asset specific, rather they reduce the overall bushfire risk within the local government.

A local government wide controls, multi-agency work plan has been developed (Appendix C). The plan details work to be undertaken as a part of normal business (see section 3.2.6 for detailed information on these), improvements to current controls and new controls to be implemented to better manage bushfire risk across the local government area.

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 five asset specific treatment strategies:

- **Fuel management**

Treatment reduces or modifies the bushfire fuel through manual, chemical and planned burning methods;

- **Ignition management**

Treatment aims to reduce potential human and infrastructure sources of ignition in the landscape;

- **Preparedness**

Treatments aim to improve access and water supply arrangements to assist firefighting operations;

- **Planning**

Treatments focus on developing plans to improve the ability of firefighters and the community to respond to bushfire; and

- **Community Engagement**

Treatments seek to build relationships, raise awareness and change the behaviour of people exposed to bushfire risk.

6.3. Development of the Treatment Schedule

The treatment schedule is a list of bushfire risk treatments recorded within BRMS. The Shire of Corrigin will be focusing on developing a program of works that covers activities to be undertaken within the first year after the approval of the BRM Plan. The treatment schedule will evolve and develop throughout the life of the BRM Plan.

The treatment schedule was developed in broad consultation with land owners and other stakeholders including DFES and DBCA.

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 landowner to ensure treatments detailed in this BRM Plan's *Treatment Schedule* are completed.

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 approval. Significant circumstances that may warrant an earlier review of the BRM Plan include:

- Changes to organisational responsibilities or legislation;
- Changes to the bushfire risk profile of the local government; 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 as described in Table 9 – Criteria for Acceptance of Risk and Course of Action. New assets will be added to the Asset Risk Register when they are identified.

7.3. Reporting

The reporting requirements will be managed by a member of staff designated by the Chief Executive Officer.

The Shire of Corrigin will be requested to contribute information relating to their fuel management activities to assist in the annual OBRM *Fuel Management Activity Report*.

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 (BRMS) used to record the details of assets identified in the Bushfire Risk Management Plan (BRM Plan).
Asset Risk Register	A report produced within the BRMS that details the consequence, likelihood, risk rating and treatment priority for each asset identified in the BRM Plan.
Bushfire	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
Bushfire Hazard	The hazard posed by the classified vegetation, based on the vegetation category, slope and separation distance.
Bushfire Risk Management Plan	A development related document that sets out short, medium and long term bushfire risk management strategies for the life of a development.
Bushfire Risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
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 Risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Consequence	The outcome or impact of a bushfire event.

Draft Bushfire Risk Management Plan	The finalised draft BRM Plan is submitted to the Office of Bushfire Risk Management (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 approval.
Geographic Information System (GIS)	A data base technology, linking any aspect of land-related information to its precise geographic location.
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, it is the potential of a bushfire igniting, spreading and impacting on an asset.
Locality	The officially recognised boundaries of suburbs (in cities and larger towns) and localities (outside cities and larger towns).
Map	The mapping component of the BRMS. Assets, treatments and other associated information is spatially identified, displayed and recorded within the Map.
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.
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 Register	A component within the BRMS used to record, review and monitor risk assessment and treatments associated with assets recorded in the BRM 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.
Rural Urban Interface	The line or area where structures and other human development adjoin or overlap with undeveloped bushland.
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 planned 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 <i>Treatment Schedule</i> of the BRM Plan, including coordinating or undertaking work, monitoring, reviewing and reporting.
Treatment Planning Stage	The status or stage of a treatment as it progresses from proposal to implementation.
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 BRMS that details the treatment priority of each asset identified in the BRM 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 planned burn.
Vulnerability	The susceptibility of an asset to the impacts of bushfire.

9.Common Abbreviations

AFAC	Australasian Fire and Emergency Services Authorities Council
AFDRS	Australian Fire Danger Rating System
BFAC	Bush Fire Advisory Committee
BRM	Bushfire Risk Management
BRM Branch	Bushfire Risk Management Branch (DFES)
BRM Plan	Bushfire Risk Management Plan
BRMS	Bushfire Risk Management System
DBCA	Department of Biodiversity, Conservation and Attractions
DFES	Department of Fire and Emergency Services
DPLH	Department of Planning, Lands and Heritage
EPBC Act	Environmental Protection and Biodiversity Conservation Act
FPC	Forest Products Commission
GIS	Geographical Information System
LEMC	Local Emergency Management Committee
OBRM	Office of Bushfire Risk Management (DFES)
PEC	Priority Ecological Community
SEMC	State Emergency Management Committee
TEC	Threatened Ecological Community
UCL	Unallocated Crown Land
UMR	Unmanaged Reserve
WA	Western Australia
WAPC	Western Australian Planning Commission

10. Appendices

Appendix A	Communication Strategy
Appendix B	Local Government Wide Controls Table
Appendix C	Threatened Species
Appendix D	Treatment Plan (First 12 months)



Shire of Corrigin

Appendix A

Bushfire Risk Management Planning

COMMUNICATION STRATEGY

Document Control

Document Name	Bushfire Risk Management Plan Communications Strategy
Document Owner	Shire of Corrigin, CEO
Document Location	Shire Office
Current Version	1.1
Issue Date	DD/MM/YYYY
Next Review Date	DD/MM/YYYY

Related Documents

Title	Version	Date
Shire Of Corrigin Bushfire Risk Management Plan	1	

Amendment List

Version	Date	Author	Section

11. Introduction

A Bushfire Risk Management (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 Corrigin

This Communication Strategy accompanies the BRM Plan for the Shire of Corrigin

It documents the:

- Communication objectives;
- Roles and responsibilities for communication;
- Key stakeholders;
- Stakeholders engaged in the development of the BRM Plan and Treatment Schedule; and
- Communication Plan for the implementation and review of the BRM Plan including: target audiences and key messages at each project stage; communication risks and strategies for their management; and communication monitoring and evaluation procedures.

12. Communications Overview

12.1. Communication Objectives

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

1. Key stakeholders understand the purpose of the BRM Plan and their role in the BRM planning process.
2. Stakeholders who are essential to the BRM 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.
5. The community and other stakeholders engage with the BRM planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

12.2. Communication Roles and Responsibilities

The Shire of Corrigin 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:

- CEO, Shire of Corrigin, is responsible for endorsement of the BRM Plan Communications Strategy.
- Shire of Corrigin, responsible for external communication with the local government area.

Bushfire Risk Management Planning Coordinator, Shire of Corrigin, responsible for operational-level communication between the Shire and the Department of Fire and Emergency Services.

12.3. Key Stakeholders for Communication

The following table identifies key stakeholders in BRM planning process, its implementation and review. 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
Shire of Corrigin	Major role in the development, management and review of the plan. Responsible for treatments on land they own/manage	High	Inform, consult, involve, collaborate
Department of Fire and Emergency Services	Major role with support in the development and review of the plan. Support for treatment implementation	High	Inform, consult, involve and collaborate
Chief Bushfire Control Officer	Significant role in plan and treatment development, implementation, and review. Actively assist in risk identification and treatment works. Empower to actively engage with community and identify/treat risks	High	Inform, consult, involve, collaborate
Shire of Corrigin Bushfire Advisory Committee	Role in plan development, implementation, and review. Actively assist in risk identification and treatment works. Empower to actively engage with community and identify/treat risks.	High	Inform, consult, involve, collaborate
Local Emergency Management Committee	Role in plan development, implementation, and review	Medium	Inform, consult, involve, collaborate

Department of Biodiversity, Conservation and Attractions	Major role as land and asset owner/ managers with planning. Support with treatment implementation. Interested party	High	Inform, consult, involve, collaborate and empower
Private land holders	Major role as land and asset owner/ managers. Support with treatment implementation. Interested party	High	Inform, consult, involve, collaborate and empower
Australian Rail Commission (ARC)	Major role as land and asset owner/ managers. Support with treatment implementation. Interested party	Medium	Inform, consult, involve, collaborate and empower
Local fire volunteers	Support planning and implementation of treatments	High	Inform, consult, involve, collaborate and empower
Main Roads WA	Role as land and asset owner/ managers. Support with treatment implementation. Interested party	Medium	Inform, consult, involve, collaborate and empower
Electrical Supplier	Role as asset owner/ managers. Support with treatment implementation. Interested party	Medium	Inform, consult, involve, collaborate and empower
Water Corp	Role as land and asset owner/ managers. Support with treatment implementation. Interested party	Medium	Inform, consult, involve, collaborate and empower
Department of Planning, Lands and Heritage, Land Corp & Landgate	Major role as land and asset owner/ managers. Support with treatment implementation. Interested party	Medium	Consult, involve and collaborate
Telecommunications Provider	Role as asset owner/ managers. Support with treatment implementation. Interested party	Medium	Inform, consult, involve, collaborate and empower
Traditional owners	Interested party	Medium	Inform, consult and involve

13. Communications Log – Development of the BRM Plan and Treatment Schedule

This Communications Log captures the communications with key internal and external stakeholders that occurred during the development of the BRM Plan and associated Treatment Schedule. Record any significant conversations, community engagement events, emails, meetings, presentations, workshops and other communication initiatives.

Timing of communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Development of the BRM Plan						
7-4-22 5-5-22	Shire of Corrigin CEO	Ensure CEO support and understanding of the BRM plan	Inform and consult Input into plan and treatments Confirm project objectives Project updates	Email Face to face meetings Presentation	Resource constraints could limit their ability to participate	Provide with future project updates
7-4-22	BFAC Meeting	Project update and any input into plans going forward	Inform and consult Confirm project objectives Input into plan and treatments Project updates Identify Risk and share information	Face to face meeting	Time constraints Lack of understanding	Project updates
23-3-22	DBCA	1-3 & 5	Inform and consult Confirm project objectives Project updates	Email Telephone	Resource constraints could limit their ability to participate	Project updates
March 2022 to July 2022	DFES BRMO	1-3 & 5	Compliance and governance Plan endorsement Sharing information	Email Face to face meetings	Time constraints	Project updates

March 2022 to July 2022	CESM	1-3 & 5	Inform and consult Confirm project objectives Input into plan Project updates Identify Risk and share information	Email Face to face meetings Telephone	Time constraints	Project updates
June 2022	Office of Bushfire Risk Management	1 & 2	Plan endorsement	Email		

Development of the Treatment Schedule

Before treatment is carried out	Shire of Corrigin-CEO & Council	1-3 & 5	Method of fuel load reduction, risk to community	Email Face to face (office) Face to face (on site) Telephone	Government funding Time Constraints	Treatment updates and effectiveness
Before and after treatments	Bushfire Advisory Committee (BFAC)	1-3 & 5	Risk to community, method of fuel load reduction, amount of treatment been completed and/or scheduled	Face to Face	Clarify misunderstandings and intentions of plan.	Stay up to date with process improvements
As required	Stakeholders – Landowners / Land Managers	1-3 & 5	Risk to community, method of fuel load reduction, amount of treatment been completed and/or scheduled	Email Face to face Telephone	Clarify misunderstandings and intentions of plan. Time constraints	Feedback Highly engaged Treatments being completed Commitment to agreed controls
Annually or as required	Dept of Fire and Emergency Services (DFES) – District/Regional Office	1-3 & 5	UCL/UMR Management Status and progress of plan Treatment status	Email Face to face Telephone	Time constraints	Compliance requirements

As required	Office of Bushfire Risk Management	1-3 & 5	Notify OBRM that the 1 st year's treatment program is entered into BRMS	Email		Compliance Requirements

14. Communications Plan – Implementation and Review of the BRM Plan

This Communications Plan outlines the key communication initiatives that will be undertaken during the implementation and review of the BRM Plan.

Timing of communication	Stakeholders	Communication Objective(s)	Communication Method	Key Message or Purpose	Responsibility	Identified Risks to Communication	Strategy to Manage Risks	Monitoring and Evaluation Method
-------------------------	--------------	----------------------------	----------------------	------------------------	----------------	-----------------------------------	--------------------------	----------------------------------

Implementation of the BRM Plan

Quarterly or as required	Shire of Corrigin-CEO	All (1-5)	-Email -Face to face meetings	-Inform and consult -Progress update -issues identified	CEO or Delegate	-Time constraints -Budget for LG mitigation works	-Time management -Regular updates	-Feedback -Questions raised
Biannually or as required	LEMC & BFAC	All (1-5)	-Email -Face to face meetings	-Report the progress of the plan -Discuss/report any issues arising	CEO or Delegate	-Lack of understanding -Availability of volunteers	-Report on the plan from collated data -Compliance to the plan -Keep informed	- issues identified -Feedback is positive
Annually or as required	OBRM, DFES District / Regional Office	1-3	-Email -Face to face meetings -Telephone	-Treatment status information sharing -funding opportunities -UCL/UMR management	CEO or Delegate	-Time -Conflicting Priorities	-Scheduled communication opportunities	-Any issues are addressed
As required	Landowners & Stakeholders	1-3 & 5	-Email/Telephone -community engagement -face to face	-Progress and successfulness of the plan - Confirmation of responsibility	CEO or Delegate	-Availability -Loss of commitment	-Negotiation and sharing of information	-Feedback is positive -highly engaged

				-Treatment status				
Annually – prior to fire season	Community	5	-Social media -Shire Website -Newsletter	-The improvement the plan has made	CEO or Delegate	-lack of interest from community	-Timing of advertising -how the message is collated	-Feedback

Review of the BRM Plan

Quarterly or as required	Shire of Corrigin-CEO	4 & 5	-Face to face meetings -Email	-Status update -continuous improvements - Review, monitoring and reporting to council	CEO or Delegate	-poor recording and reporting of information	- BRPC & BRMO to record data and information appropriately	-Risk rating is reduced -Planned works are completed -feedback
5 Yearly (Shire, DFES and OBRM)	OBRM & LG Council	4 & 5	-Email -Written report -face to face meeting	-Review and report -Future Planning	CEO or Delegate	-No review carried out - poor record keeping	-Data and information are recorded appropriately -Endorsement by OBRM	-Record of statistics -Planned work is complete -feedback
Biannually or as required	DFES Regional / District Office	4 & 5	-Face to face meetings -Email -Telephone	-UCL/UMR Funding -Report on status of BRMP -identify improvements	CEO or Delegate	-LG capacity -Time	-Scheduled visits	-Risk ratings are reduced -Feedback on work that is completed
Annually	BFAC, LEMC, CBFCO, Brigade Captains	4 & 5	-Face to face meetings -Email -Telephone	-Report on status of BRMP -identify improvements	CEO or Delegate	-Disbelieve in plan -conflicting priorities	-Prove of the success	-Risk ratings reduced -feedback -group involvement
Every 2 years or as required	Stakeholders – Land Owners / Land Managers	4 & 5	-Face to face meetings -Telephone -Presentation -Community Survey	-Treatment status -Prove of improvement -success of treatments	CEO or Delegate	-LG capacity -Time -Access to resources	-Target audience -planning and preparation	-Risk ratings reduced -Feedback received

Appendix B

Bushfire Risk Management Planning – Local Government Wide Controls

Control	Action or activity description		Lead agency	Other stakeholder(s)	Notes and comments
1	Shire of Corrigin Bushfire Firebreak Order	Review annual Notice Publish annual notice Inspections in accordance with the annual notice	Shire of Corrigin	DFES Landholder	Published annually
2	Shire of Corrigin Prohibited and Restricted Burning Periods	Restricted and prohibited burning time are set and permits are needed to burn during this time	Shire of Corrigin	CBFCO and FCO’s	Published annually
3	Harvest and Vehicle Movement Ban	Bans are issued when the CBFCO and FCO identifies the use of engines, vehicles, plant or machinery as high bushfire risk activities, during particular times of the day.	Shire of Corrigin	CBFCO and FCO’s	A Harvest and Vehicle Movement Ban are imposed for any period of time determined by the Issuer of the ban
4	Total Fire Ban	Restriction of activities that may cause or contribute to the spread of a bushfire	Department of Fire and Emergency Services	Shire of Corrigin	A Total Fire Ban (TFB) is declared because of extreme weather conditions or when operational commitments are impacting on the state resource capacity. A TFB is declared by DFES following consultation with the LG.
5	Local Emergency Management Arrangements	Emergency Management Plan	Shire of Corrigin	SJA, WAPOL, DFES, Dept of Communities, Dept of Education, CBFCO,	Annual review of emergency plans and arrangements.
6	Corporate Business Plan 2021-2024	As per documented actions	Shire of Corrigin		As per section 3.1.1 of the Bushfire Risk Management Plan.
7	DBCA Fuel Reduction Program and Burn Plan	Fuel Reduction Programs on DBCA managed lands	Department of Biodiversity conservation and Attractions	Shire of Corrigin	

8	DFES UCL/UMR Program - Planning and Maintenance	Mitigation program on Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) within town boundaries	Department of Fire and Emergency Services	Shire of Corrigin	Ongoing maintenance on UCL/UMR
9	Australian Rail Commission (ARC) Mitigation Program	Mitigation works in rail corridors	Australian Rail Commission	Shire of Corrigin	Ongoing maintenance
10	Main Roads Vegetation Management Program	Mitigation Planning and works in road corridors and adjacent to MRWA infrastructure	Main Roads	Shire of Corrigin	Ongoing maintenance
11	Western Power Vegetation Management Program	Mitigation Planning and works for power infrastructure and sites	Western Power	Shire of Corrigin	Ongoing maintenance

Appendix C

Matters of National Environmental Significance in the Shire of Corrigin

The following has been taken from the Protected Matters Report abstracted by the Federal Department of Agriculture, Water and the Environment in March 2022. This report provides general guidance on matters of national environment significance and other matters protected by the *Environmental Protection and Biodiversity Conservation (EPBC) Act 1999*.

Listed Threatened Ecological Communities

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Status of Vulnerable, Disallowed and Ineligible are not MNES under the EPBC Act.

Community Name	Threatened Category	Presence Text
Eucalypt Woodlands of the Western Australian Wheatbelt	Critically Endangered	Community likely to occur within area

Listed Threatened Species

Status of Conservation Dependent and Extinct are not MNES under the EPBC Act.
Number is the current name ID.

Scientific Name	Threatened Category	Presence Text
BIRD		
Calidris ferruginea		
Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Leipoa ocellata		
Malleefowl [934]	Vulnerable	Species or species habitat likely to occur within area

[Pezoporus occidentalis](#)

Night Parrot [59350]	Endangered	Species or species habitat may occur within area
----------------------	------------	--

[Rostratula australis](#)

Australian Painted Snipe [77037]	Endangered	Species or species habitat may occur within area
----------------------------------	------------	--

[Zanda latirostris listed as Calyptorhynchus latirostris](#)

Carnaby's Black Cockatoo, Short-billed Black-cockatoo [87737]	Endangered	Breeding likely to occur within area
---	------------	--------------------------------------

Scientific Name	Threatened Category	Presence Text
MAMMAL		

[Dasyurus geoffroyi](#)

Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat may occur within
-------------------------------	------------	---

[Phascogale calura](#)

Red-tailed Phascogale, Red-tailed Wambenger, Kennagoor [316]	Vulnerable	Species or species habitat may occur within
--	------------	---

Scientific Name	Threatened Category	Presence Text
PLANT		

[Acacia ataxiphylla subsp. magna](#)

Large-fruited Tammin Wattle [64823]	Endangered	Species or species
-------------------------------------	------------	--------------------

[Acacia cochlocarpa](#)
[subsp. cochlocarpa](#)

Spiral-fruited Wattle Endangered
[23877]

Species or species

[Acacia lanuginophylla](#)

Woolly Wattle Endangered
[55575]

Species or specieshabitat may occur
within area

[Acacia volubilis](#)

Tangled Wattle, Endangered
Tangle Wattle [6476]

Species or species

[Andersonia gracilis](#)

Slender Andersonia Endangered
[14470]

Species or species

[Banksia cuneata](#)

Matchstick Banksia, Endangered
Quairading Banksia
[9827]

Species or specieshabitat known to
occur within area

[Banksia ionthocarpa](#)

Kamballup Dryandra Endangered
[82764]

Species or species

[Boronia capitata](#)
[subsp. capitata](#)

a shrub [29156] Endangered

Species or species habitat likely to
occurwithin area

[Caladenia hoffmanii](#)

Hoffman's Spider-orchid [56719]	Endangered	Species or species
---------------------------------	------------	--------------------

[Dasymalla axillaris](#)

Native Foxglove [38829]	Critically Endangered	Species or species habitat may occur within area
-------------------------	-----------------------	--

[Eremophila verticillata](#)

Whorled Eremophila [7032]	Endangered	Species or species habitat likely to occur within area
---------------------------	------------	--

[Eremophila viscida](#)

Varnish Bush [2394]	Endangered	Species or species habitat may occur within area
---------------------	------------	--

[Gastrolobium diabolophyllum](#)

Bodallin Poison [78384]	Critically Endangered	Species or species habitat may occur within area
-------------------------	-----------------------	--

[Grevillea dryandroides subsp. hirsuta](#)

Hairy Phalanx Grevillea [64577]	Endangered	Species or species habitat known to occur within area
---------------------------------	------------	---

[Grevillea scapigera](#)

Corrigin Grevillea [12195]	Endangered	Species or species habitat known to occur within area
----------------------------	------------	---

Guichenotia seorsiflora [82693]	Critically Endangered	Species or species habitat known to occur within area
Guichenotia seorsiflora [82693]	Critically Endangered	Species or species habitat known to occur within area
Rhizanthella gardneri		
Western Underground Orchid, Underground Orchid [20109]	Critically Endangered	Species or species
Stylidium applanatum		
Flat-leaved Triggerplant [87813]	Critically Endangered	Species or species
Symonanthus bancroftii		
Bancrofts Symonanthus [12837]	Endangered	Species or species
Thelymitra stellata		
Star Sun-orchid [7060]	Endangered	Species or species habitat known to occur within area
Verticordia fimbrialepis subsp. fimbrialepis		
Shy Featherflower [24631]	Endangered	Species or species habitat likely to occur within area
Verticordia staminosa var. cylindracea		

Granite Featherflower Endangered
[55823]

Species or species habitat may occur
within area

Scientific Name	Threatened Category	Presence Text
SPIDER		

[Idiosoma nigrum](#)

Shield-backed Trapdoor Spider, Black Rugose
Trapdoor Spider
[66798]

Species or species habitat likely to
occur within area

Listed Migratory Species

Scientific Name	Threatened Category	Presence Text
Migratory Marine Birds		

[Apus pacificus](#)

Fork-tailed Swift [678]

Species or species habitat likely to
occur within area

Scientific Name	Threatened Category	Presence Text
Migratory Terrestrial Species		

[Motacilla cinerea](#)

Grey Wagtail [642]

Species or species habitat may occur
within area

Scientific Name	Threatened Category	Presence Text
Migratory Wetlands Species		

[Actitis hypoleucos](#)

Common Sandpiper
[59309]

Species or species habitat known to
occur within area

[Calidris acuminata](#)

Sharp-tailed Sandpiper
[874]

Species or species habitat may occur
within area

[Calidris ferruginea](#)

Curlew Sandpiper [856] Critically Endangered

Species or species habitat may occur
within area

[Calidris melanotos](#)

Pectoral Sandpiper
[858]

Species or species habitat may occur
within area

[Tringa nebularia](#)

Common Greenshank,
Greenshank[832]

Species or species habitat may occur
within area

Listed Marine Species

Scientific Name	Threatened Category	Presence Text
Migratory Wetlands Species		
Actitis hypoleucos		
Common Sandpiper [59309]		Species or species or habitat known to occur within area
Apus pacificus		
Fork-tailed Swift [678]		Species or species habitat likely to occur within area overfly marine area
Bubulcus ibis as Ardea ibis		
Cattle Egret [66521]		Species or species habitat likely to occur within area overfly marine area
Calidris acuminata		
Sharp-tailed Sandpiper [874]		Species or species habitat likely to occur within area overfly marine area
Calidris ferruginea		
Curlew Sandpiper [856]		Species or species habitat likely to occur within area overfly marine area
Calidris melanotos		
Pectoral Sandpiper [858]		Species or species habitat likely to occur within area overfly marine area
Chalcites osculans as Chrysococcyx osculans		
Black-eared Cuckoo [83425]		Species or species habitat likely to occur within area overfly marine area
Haliaeetus leucogaster		
White-bellied Sea-Eagle [943]		Species or species habitat likely to occur within area overfly marine area
Merops ornatus		

Rainbow Bee-eater
[670]

[Motacilla cinerea](#)

Grey Wagtail [642]

[Rostratula australis as
Rostratula benghalensis
\(sensu lato\)](#)

Australian Painted
Snipe [77037]

[Thinornis cucullatus as
Thinornis rubricollis](#)

Hooded Dotterel,
Hooded Plover [87735]

[Tringa nebularia](#)

Common Greenshank,
Greenshank[832]

Species or species
habitat likely to occur within area
overfly marine area

Species or species
habitat likely to occur within area
overfly marine area

Species or species
habitat likely to occur within area
overfly marine area

Species or species
habitat likely to occur within area
overfly marine area

Species or species
habitat likely to occur within area
overfly marine area

Appendix D

Treatment Schedule

The Shire of Corrigin treatment schedule will be an ongoing and evolving document with in BRMS system for the life of the plan. This treatment plan listed below is for the first year of the BRM Plan and is reliant on the funding and all approvals being met.

Treatment Ref	Treatment ID	Treatment Strategy	Treatment Type	Treatment Objective	Treatment Manager	Date Scheduled	Year of Works	Completed
15854	17120	Fuel Management	Mechanical Works	Reduce fuel load to protect residential asset on adjoining property.	Local Government			N
15855	17121	Fuel Management	Mechanical Works	Reduce fuel load to protect residential property on adjoining block and create access for fire trucks.	Local Government			N
15869	17122	Fuel Management	Mechanical Works	Reduce fuel load to protect communication towers.	Local Government			N
15870	17123	Fuel Management	Mechanical Works	Widen existing track to create access for fire trucks entering area.	Local Government			N
15871	17124	Fuel Management	Mechanical Works	To create a bare earth break around parcel to create greater separation distance from property's on Courboules Cr and to have the break in for potential future proscribed burn inside parcel. This will also create a second exit route for the fire trucks exiting the towers in the parcel above	Local Government			N
15872	17125	Fuel Management	Mechanical Works	Create a greater separation distance to properties along edge of parcel and to have a fire break for future potential proscribed burning	Local Government			N

The Shire Corrigin land tenure within the Shire is only 2%, due to this, the main process for mitigation within the Shire will be community engagement. The Shire will use community events such as the Corrigin Agriculture Show and other events to promote bushfire mitigation to reduce the risk to assets within the Shire. The Shire will also use other resources to promote mitigation treatment through digital media and the CESM within the Shire. Over the life of the plan the Shire will endeavour to work with other state and local agencies to reduce the bushfire risk to the community.



Our Ref: 22/191938
Your Ref: ES.0023

Natalie Manton
Chief Executive Officer
Shire of Corrigin
PO Box 221
MOORA WA 6375

Dear Ms Manton

**RE: SUBMISSION OF BUSHFIRE RISK MANAGEMENT PLAN TO THE OFFICE OF
BUSHFIRE RISK MANAGEMENT (OBRM)**

Thank you for the revised draft Bushfire Risk Management Plan (BRM Plan) for Shire of Corrigin received on 11 October 2022.

I am pleased to inform you that the draft BRM Plan has been reviewed by OBRM and meets the required standard as per the *Bushfire Risk Management Planning – Guidelines for Preparing a Bushfire Risk Management Plan* (the Guidelines). The BRM Plan should now be presented to Council for approval and formal adoption. It would be appreciated if you would advise OBRM in writing of Council's approval of the BRM Plan.

As per the Guidelines, at the end of each financial year the Shire of Corrigin will be required to prepare and submit a report to OBRM detailing progress against the BRM Plan. The annual report is a standard report generated within Bushfire Risk Management System and comments may be added to the report should you wish to provide further context. A reminder will be sent to all Local Governments providing further instructions for the submission of the report.

Yours sincerely

TIM MCNAUGHT
DIRECTOR OBRM
17/10/2022



ATTACHMENT 1

Ms Juanita MacGregor
Chairperson
1922 & You
33 Walton Street
CORRIGIN WA 6375

21st September 2022

Ms Natalie Manton
CEO - Shire of Corrigin
PO Box 221
CORRIGIN WA 6375

Dear Ms Manton,

RE: DEVELOPMENT APPLICATION - PROPOSED NEW 'COMMUNITY PURPOSE' FACILITY LOT 33 (NO.33) WALTON STREET, CORRIGIN

1922 & You Inc. hereby submit a Development Application for the establishment and operation of a proposed new 'community purpose' facility using the existing building on the abovementioned property which will be upgraded to accommodate the proposed use. The following additional information is submitted to assist Council's consideration of our application.

- **Proposed use** - The existing building located at 33 Walton Street, Corrigin will be upgraded and used as a multi-purpose safe & inclusive community space incorporating activities such as playgroup, a dedicated youth hub, a meeting place, seniors' activities, forums and a civic hall. The space will be run by the community for the community.
- **Operation** - the proposed days and hours of operation will be Monday to Sunday 8am to 5pm however we will be hosting one off events to continue to raise funds to keep the space available for the Community.
- **Private hire** - the space (indoor & outdoor) will be available for private hire (i.e. birthdays/celebrations/community events).
- **Staff** - will be unpaid community & Board member volunteers in the beginning and on any normal day, there will be a maximum of three (3) staff.
- **Customer numbers** - a maximum of 40 people on any given day unless it is a one-off event where we have Shire approval for our ablution facilities to accommodate up to 150 people (inside and outside combined).
- **Proposed outdoor area** - the proposed outdoor area will be accessible to the community and general public 7 days a week. There will be no landscaping/trees or bushes located immediately adjacent to the building. Pot plants may be incorporated down the track. We have been successful with our Grant Application to RAC Connecting Communities so are ecstatic that we now have funding to revitalise the outdoor area. Landscaping will be established by Matt from BuzzBee Creations. Matt will incorporate correct drainage as the landscaping is established with the gradient slopes and the required run-off established as the landscaping is completed. Once repairs and additions have been completed on the building, a detailed & scaled landscaping plan for the outdoor area will be submitted for the Shire's consideration.
- **Storm Water & Drainage** - we are proposing to install a rain water tank on the North East corner of the building to collect the run off from the roof to be used in the garden area. All other excess stormwater & runoff will be piped to the road verge and into the Shire's local drainage system.

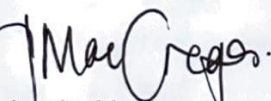
1922 & YOU

EST 2022

- **Exterior building colours** - are to be as per the attached architectural design. White exterior walls with black trimming and black poles. The sheeting to be replaced on the roof is to be Zinalume. We are hoping to remove the paint that is covering the stone on the South East external wall to expose the 100 year old Corrigin stone. If this is unachievable, we will paint the stone in the same external white colour. We hope this external appearance fits with the Town Planning Scheme requirements.
- **Parking** - as the premises at 33 Walton Street does not have its own designated on-site parking area and we would like to retain the rear portion of the land for landscaping and community usage, we will be encouraging patrons who utilise the space to park on the North sides of Jose & Walton Streets. We do anticipate that a lot of the traffic will be on foot but do recognise that non-town residents and some town residents will require parking for their vehicles. In the case of one-off events, we kindly request with permission at that time, that patrons can utilise further on-street parking along Walton Street. As mentioned above, approximate patron numbers (including adults and children & excluding one off events) at any one time should be a maximum of 40.
- **General waste** - will be collected and removed on a weekly basis by Avon Waste once the service is required.

The 1922 & You Board is excited to be in the position to re-activate this space for the Corrigin Community. Please do not hesitate to contact me if you have any questions regarding our application.

Kindest Regards,



Juanita MacGregor
1922 & You - Chairperson

FORM 1 - APPLICATION FOR DEVELOPMENT APPROVAL



Owner Details			
Name(s):	1922 + YOU INCORPORATED		
ABN (if applicable):	62 121 671 143		
Mailing Address:	33 WALTON STREET		
	CORRIGIN	WA	Postcode: 6375
Work Phone:		Fax:	
Home Phone:		Email:	1922andyou@gmail.com
Mobile Phone:	0417 081 840		
Contact Person for Correspondence:	JUANITA MACGREGOR		
Signature:	<i>[Signature]</i>	Date:	13/9/22
Signature:	CHAIRPERSON	Date:	
<i>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).</i>			

Applicant Details (if different from owner)			
Name(s):			
Mailing Address:			Postcode:
Work Phone:		Fax:	
Home Phone:		Email:	
Mobile Phone:			
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.			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Signature:		Date:	

Property Details			
Lot No:	33	Street No:	33
Diagram or Plan No:	228740	Certificate of Title Volume No:	1069
		Folio:	610
Title encumbrances (e.g. easements, restrictive covenants):			
Street Name:	WALTON STREET	Suburb:	CORRIGIN
Nearest street intersection:	JOSE STREET		

*The above information can be obtained by referring to the Certificate of Title. A copy of the Certificate of Title should be provided with an application for works. Certificates can be purchased through Landgate directly, or by paying the access fee along with your application fee.

Proposed Development								
Nature of Development:	Works	<input type="checkbox"/>	Use	<input type="checkbox"/>	Works and Use	<input checked="" type="checkbox"/>		
Is an exemption from development claimed for part of the development?					Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If yes, is the exemption for:	Works	<input type="checkbox"/>	Use	<input type="checkbox"/>				
Description of proposed works and/or land use:	REPLACE EXTERNAL ROOF, REPAIR WALLS TO MAKE STRUCTURALLY SOUND, ADD EXTERNAL VERANDAH'S, ADD NEW ABLUTIONS, REPAIR CURRENT ABLUTION, REVITALISE OUTDOOR AREA WITH LANDSCAPING. PROPOSED USE - COMMUNITY PURPOSE FACILITY							
Description of exemption claimed (if relevant)								
Nature of any existing buildings and/or land use:	BUILDING + LAND CURRENTLY VACANT							
Approximate cost of proposed development:				\$	105,000			
Estimated time of completion:		APRIL 2023						

Checklist of required materials	Attached?
A plan or plans in a form approved by the local government showing the following — (i) the location of the site including street names, lot numbers, north point and the dimensions of the site; (ii) the existing and proposed ground levels over the whole of the land the subject of the application; (iii) the location, height and type of all existing structures and environmental features, including watercourses, wetlands and native vegetation on the site; (iv) the structures and environmental features that are proposed to be removed; (v) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site; (vi) the existing and proposed means of access for pedestrians and vehicles to and from the site; (vii) the location, number, dimensions and layout of all car parking spaces intended to be provided; (viii) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas; (ix) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the open storage or trade display area; (x) the nature and extent of any open space and landscaping proposed for the site;	<input checked="" type="checkbox"/>
Plans, elevations and sections of any building proposed to be erected or altered and of any building that is intended to be retained.	<input checked="" type="checkbox"/>
A report on any specialist studies in respect of the development that the local government requires the applicant to undertake such as site surveys or traffic, heritage, environmental, engineering or urban design studies.	N/A
Any other plan or information that the local government reasonably requires	<input checked="" type="checkbox"/>
Form 2 for providing additional information for development approval for advertisements	N/A

OFFICE USE ONLY																	
Application Fee:					File No.												
Fees Paid:			/		/					Application No.	P			/			
Received By:					Record No.												
Date Received			/		/					Receipt No.							

WESTERN



AUSTRALIA

REGISTER NUMBER

33/DP228740DUPLICATE
EDITION**1**

DATE DUPLICATE ISSUED

6/4/2022VOLUME
1069FOLIO
610

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

BGRoberts
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 33 ON DEPOSITED PLAN 228740

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

1922 & YOU INC. OF 33 WALTON STREET CORRIGIN WA 6375

(T P062929) REGISTERED 3/3/2022

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1069-610 (33/DP228740)
PREVIOUS TITLE: 812-97
PROPERTY STREET ADDRESS: 33 WALTON ST, CORRIGIN.
LOCAL GOVERNMENT AUTHORITY: SHIRE OF CORRIGIN

Extracted from ASIC's database at AEST 15:47:31 on 13/09/2022

Association Summary
Name: 1922 & YOU INCORPORATED
ABN:
Registration Number: A1041762N
Registered State: Western Australia
Registration Date: 19/10/2021
Status: Registered
Type: Associations
Regulator: Department of Commerce, Western Australia



Government of Western Australia
Department of Mines, Industry Regulation and Safety
Consumer Protection

WESTERN AUSTRALIA
Associations Incorporation Act 2015
(Section 10)

IARN: A1041762N

Certificate of Incorporation

This is to certify that

1922 & YOU INCORPORATED

is an association incorporated under the
Associations Incorporation Act 2015

The date of incorporation is the
nineteenth day of October 2021

Gary Newcombe
Commissioner for Consumer Protection

CERTIFICATE

1922 & YOU INCORPORATED

CONSTITUTION

1. NAME

The name of the Association is **1922 & YOU INCORPORATED** herein referred to as the 'Association'.

2. OBJECTS

The objects of the Association are:

- a) To provide a safe and inclusive community space that brings a sense of belonging for all ages, but with a particular focus on youth engagement within the Corrigin Community.
- b) The specialised space at '1922 & You Incorporated' would attract disengaged youth and work towards improving their social and emotional wellbeing. Further the space would be open to all individuals, families, seniors, and community members to provide opportunities, events and activities aimed at encouraging a sense of belonging.

3. NOT FOR PROFIT

The property and income of the Association must be applied solely towards the promotion of the objects or purposes of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member, except in good faith in the promotion of those objects or purposes.

No board member fees will be paid to the Board (apart from reimbursement of expenses incurred in achieving the objectives and ratified by the members).

A payment may be made to a member out of the funds of the Association only if it is for the reimbursement of reasonable expenses properly incurred by the member on behalf of the Association.

4. POWERS OF THE ASSOCIATION

The Association shall have the following powers:

- a) To purchase, take on lease or exchange, hire or otherwise acquire and maintain any real personal property and any rights or privileges.
- b) To erect, add to, improve, repair, pull down and rebuild buildings and other structures which are acquired or vested in the Association.
- c) To sell, exchange, lease, mortgage, hire, dispose of or turn to account, or otherwise deal with any part of the real or personal property of the Association.
- d) To conduct appeals for funds and to accept subsidies, donations whether of real or personal estate devises or bequests.
- e) To borrow or raise or secure the payment of money in such a manner as the Association thinks fit with power to issue debentures, grant mortgages, charges, or any other kind of security upon or charging all or any of the property, real or personal, both present and future, of the Association and to redeem or pay off any existing or future security.

- f) To invest and deal with moneys of the Association not immediately required for the purpose of the Association in such a manner as may from time to time be determined.
- g) To hold any property on trusts.
- h) To join or co-operate with any person, firm or Corporation, Association, Municipality, or Society in any act, matter or thing which may be conducive to the attainment or performance of any activity or venture within the objects and powers of the Association.
- i) To appoint, employ, and pay officers and servants to dismiss or suspend any officer of servant, and accept voluntary labour.
- j) Generally to do all such other things as are incidental or conducive to the attainment of the object of the Association.

5. MEMBERSHIP

- a) Membership shall be open to any person (over 18yrs) who supports the objectives and abides by the member code of conduct.
- b) Any person seeking membership shall be seconded by a current member and make the written application to the Board. The Board shall determine whether the application is successful or not.
- c) Membership commences when the Board accepts the application and the applicant pays the subscription fees (if any).
- d) Membership ceases when the member ceases to be on the Board or resigns, has their membership terminated, suspended, expelled or is incapacitated.
- e) The Board shall set subscription fees at the Annual General Meeting
- f) Applications denied membership shall be advised in writing.
- g) Any person who is a member of the Association is entitled to hold any office and enjoy the privileges of membership, attend general meetings and vote.
- h) A Secretary on behalf of the Association shall keep and maintain the register of members (name, email address, residential address, date of commencement, date membership ceases) and that register shall be kept and maintained at a place determined by the Board.
- i) Members have the right to inspect the register of members, documents and records of the Association at no cost.

6. DISPUTE RESOLUTION – BETWEEN MEMBERS AND BETWEEN MEMBERS AND THE INCORPORATED ASSOCIATION

The parties to a dispute must attempt to resolve the dispute between themselves within 14 days after the dispute has come to the attention of each party.

If the parties to a dispute are unable to resolve the dispute between themselves within the time required, any party to the dispute may start the grievance procedure by giving written notice to the Chairperson, which should include notice of the parties to the dispute; and the matters that are the subject of the dispute.

Within 14 days after the Chairperson is given the notice, a Board meeting must be convened to consider and determine the dispute.

The Chairperson must give each party to the dispute written notice of the Board meeting at which the dispute is to be considered and determined at least 7 days before the meeting is held.

At the Board meeting at which a dispute is to be considered and determined, the Board must give each party to the dispute, or the party's representative, a reasonable opportunity to make written or oral (or both) submissions to the Board about the dispute; and give due consideration to any submissions so made; and determine the dispute.

The Board must give each party to the dispute written notice of their decision, and their reasons, within 7 days after the Board meeting at which the decision is made.

A party to the dispute may, within 7 days after receiving notice of the Board's decision give written notice to the Chairperson requesting the appointment of a mediator or the right of appeal at a second Board meeting within 7 days. The Chairperson must call the meeting of the Board where the decision of the Board is final.

If mediation is pursued, the mediator must be a person independent of the association and agreed upon by both parties to the dispute.

The parties to the mediation must attempt in good faith to settle the matter that is the subject of the mediation.

Each party to the mediation must give the mediator a written statement of the issues that need to be considered at the mediation at least 5 days before the mediation takes place.

In conducting the mediation, the mediation is confidential, the mediator must give each party to the mediation every opportunity to be heard; and allow each party to the mediation to give due consideration to any written statement given by another party; and ensure that natural justice is given to the parties to the mediation throughout the mediation process. The mediator cannot determine the matter that is the subject of the mediation.

If mediation takes place because a member whose membership is suspended or who is expelled from the Association and as the result of the mediation, the decision to suspend the member's membership or expel the member is revoked, that revocation does not affect the validity of any decision made at a Board meeting or general meeting during the period of suspension or expulsion.

If mediation cannot be reached, then the parties to the dispute shall attend a Board meeting, at which the Board's decision is final.

7. TERMINATION OF MEMBERSHIP

If the Board considers the conduct of a member is detrimental to the interests of the Association then the Board may consider termination of membership. Any paid fees shall be forfeited by the member. If the Board considers that a member should be suspended or expelled from membership because of conduct which is detrimental to the interests of the Association, the Board must communicate it in writing to the member.

8. BOARD POWERS AND COMPOSITION

The Board is delegated the power and authority to manage the affairs of the Association on behalf of the members.

The Board shall consist of the following:

- a. the Chairperson
- b. the Vice Chairperson
- c. Secretary
- d. Treasurer
- e. Two other members

Each member of the Board has one vote.

Any member of the Board who has any direct or indirect material, financial or pecuniary interest in a matter must declare that interest and not take part in any deliberations or voting on that matter and leave the meeting for the time the matter is discussed.

The Board may establish sub committees from time to time which will comprise of members. The sub-committee may meet to carry out the objectives as set by the Board. The Board may delegate specific powers to the sub-committee in writing.

The Secretary shall keep a record of the contact details of the Office Holders of the Association as well as all Board members. The Secretary shall keep the custody of the books and securities of the Association.

9. BOARD ELECTION

At least 21 days before an Annual General Meeting, the Chair shall call for nominations for the Board by writing to members.

A member who wishes to be considered for election to the Board at the Annual General Meeting must nominate for election by sending written notice of the nomination to the Secretary at least 7 days before the Annual General Meeting.

The written notice must be seconded by another member.

If only one member has nominated for the Board position, the Chairperson of the meeting must declare the Member elected to the position on the Board at the Annual General Meeting. If more than one member has nominated for a position, the members at the meeting must vote in accordance with procedures that have been determined by the Board to decide who is to be elected to the position. Each member present at the meeting may vote for one member who has nominated for the position. A member who has nominated for the position may vote for himself or herself.

No nominations for the Board will be accepted from the floor.

The Office Holders shall be elected at the next meeting of the Board following the Annual General Meeting and hold the position until the next Annual General Meeting.

The term of a Board member will be two years from his or her election at an Annual General Meeting until the election at the Annual General Meeting (in two years). A Board member may be re-elected.

10. BOARD MEETINGS

Any 4 Board members constitute a quorum for the conduct of business of a Board meeting. If a quorum is not present within 30 minutes the meeting shall be adjourned for 2 days.

The Chairperson, or the appointed proxy, shall preside at all meetings and shall ensure that the business of the association is conducted in a proper manner.

The Board shall meet at least once a year to conduct the business of the Association. The agenda and proceedings for the meeting shall be determined by the Chairperson in consultation with the Vice Chair and Secretary.

The Chairperson or Secretary or at least two Board members shall call all Board meetings and give at least 3 days notice in writing. As far as possible the notice of meeting will contain an agenda of business to be transacted.

Board Meetings can be conducted in person or by instantaneous technology means.

The Chairperson, or in the Chairperson's absence, the Vice Chairperson must preside at meetings of the Board. If they are absent or are unwilling to act as Chairperson of a meeting, the Board members at the meeting must choose one of them to act in the role.

At meetings of the Board the Chairperson or other person presiding shall have a casting vote. All other Board members will have one (1) vote only.

The Secretary shall take minutes of all Board and General Meetings.

11. VACANCY ON THE BOARD

A vacancy may occur if a Board member dies, resigns, ceases to be a member, is convicted of a serious offence, becomes insolvent, is permanently incapacitated by mental or physical health or is absent for three (3) consecutive Board meetings of which the person has received notice and the Board declares the position vacant.

Board members may request a leave of absence in writing and the majority of the Board shall determine whether it is approved or not.

In the event of a vacancy occurring for any reason the Board may fill such a vacancy and the appointed person shall hold office until the next Annual General Meeting.

12. GENERAL MEETINGS

12.1 Annual General Meeting

The Annual General Meeting shall be held not more than six months after the end of the current Financial Year. Items to be presented at the Annual General Meeting will

include the Declaration of Opening and Announcement of Visitors, Apologies and Attendees, Proxies, Conflict of Interest declarations, minutes of the previous Annual General Meeting, Chairperson's report, Financial report, Election of the Board and General Business.

The Secretary shall give at least at least twenty one (21) days notice in writing (email and public notice) to members in respect of the Annual General Meeting.

12.2 General Meeting

A General Meeting notice shall be in writing to members (email) and the period shall be 14 days.

A General Meeting may be called at any time by the Chairperson or 20% of members. A General Meeting called by 20% of members shall be convened as soon as possible and the notice of meeting will indicate the nature of the business to be discussed.

The agenda and proceedings for a General Meeting shall be determined by the Chairperson in consultation with the Vice Chair and/or Secretary. The Chairperson, or in the Chairperson's absence, the Vice Chairperson must preside at General Meetings. If they are absent or are unwilling to act as Chairperson of a meeting, the members at the meeting must choose one of them to act in the role.

Members must present written Notices of Motion to the Secretary not less than seven (7) days prior to a General Meeting (in writing) and they are to be included in the Agenda for a General Meeting.

Any five (5) members personally present (being members entitled to vote under these rules at a general meeting) will constitute a quorum for the conduct of business at a general meeting. Personally present means in person or via phone/videoconference. If a quorum is not present within 30 minutes the meeting:

- a. shall lapse (if it is a special general meeting) or
- b. if a general meeting, be adjourned for 7 days and if at least 3 members are present at this meeting those members present are taken to constitute a quorum.

A member may appoint another member as his or her proxy to vote and speak on his or her behalf at a General Meeting. The appointment of the proxy must be in writing, signed by the member and given to the Secretary 24hrs before a General Meeting.

General Meetings can be conducted in person or by instantaneous technology means.

Voting may be by a show of hands or secret ballot, as determined by the members present.

If votes are divided equally on a question, the Chairperson of the meeting has a casting vote.

13. FINANCES

The Association's financial year will be the period of 12 months commencing on 01 July and ending on 30 June each year.

The Association must have a bank account in the name of the Association from which all expenditure of the Association is made and into which all funds received by the Association are deposited.

Subject to any restrictions imposed at a General Meeting, the Board may approve expenditure on behalf of the Association.

Two members are to be appointed as signatories by the Board for financial transactions.

14. COMMON SEAL

The Association does not have a common seal.

15. ALTERATION OF RULES

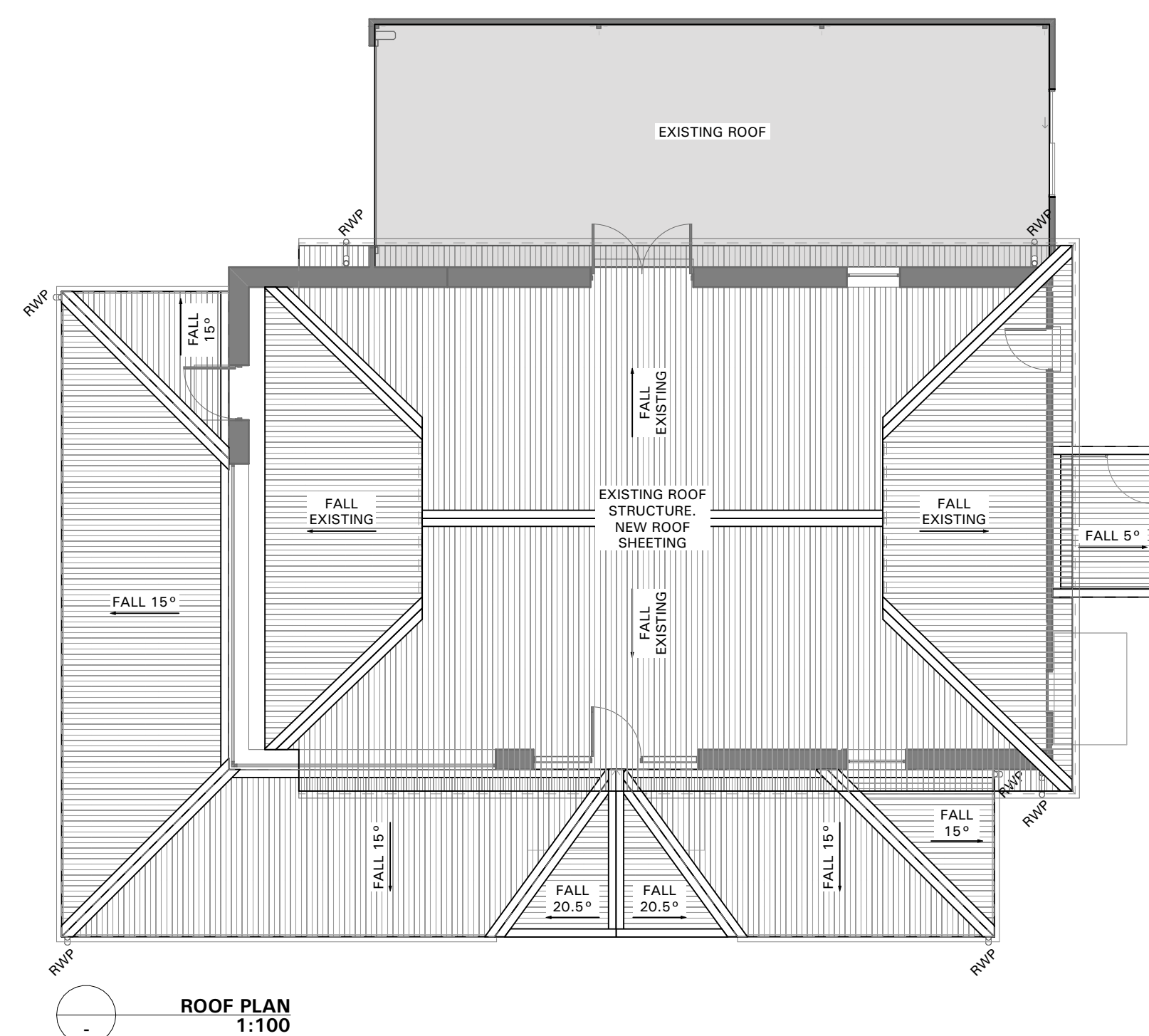
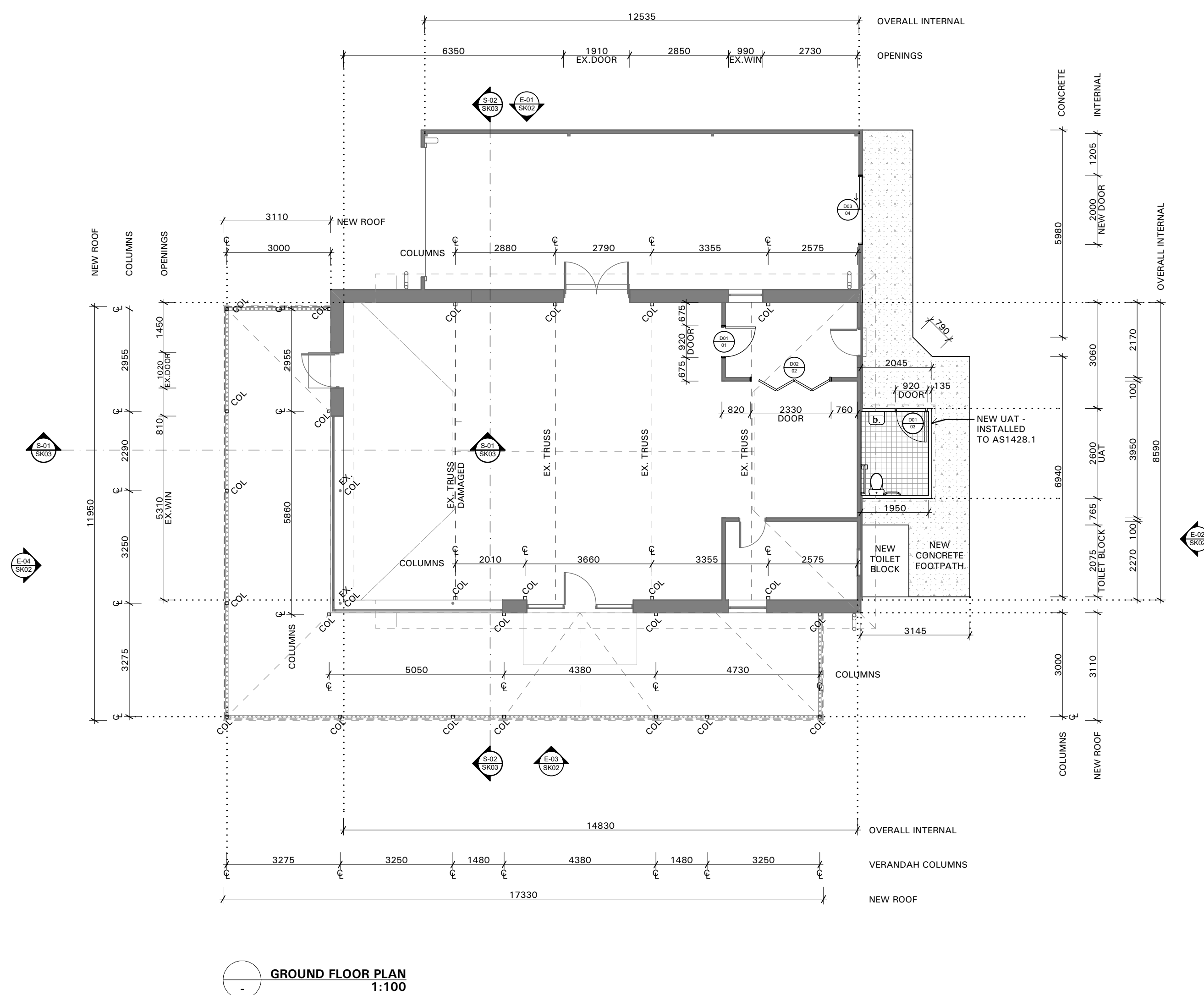
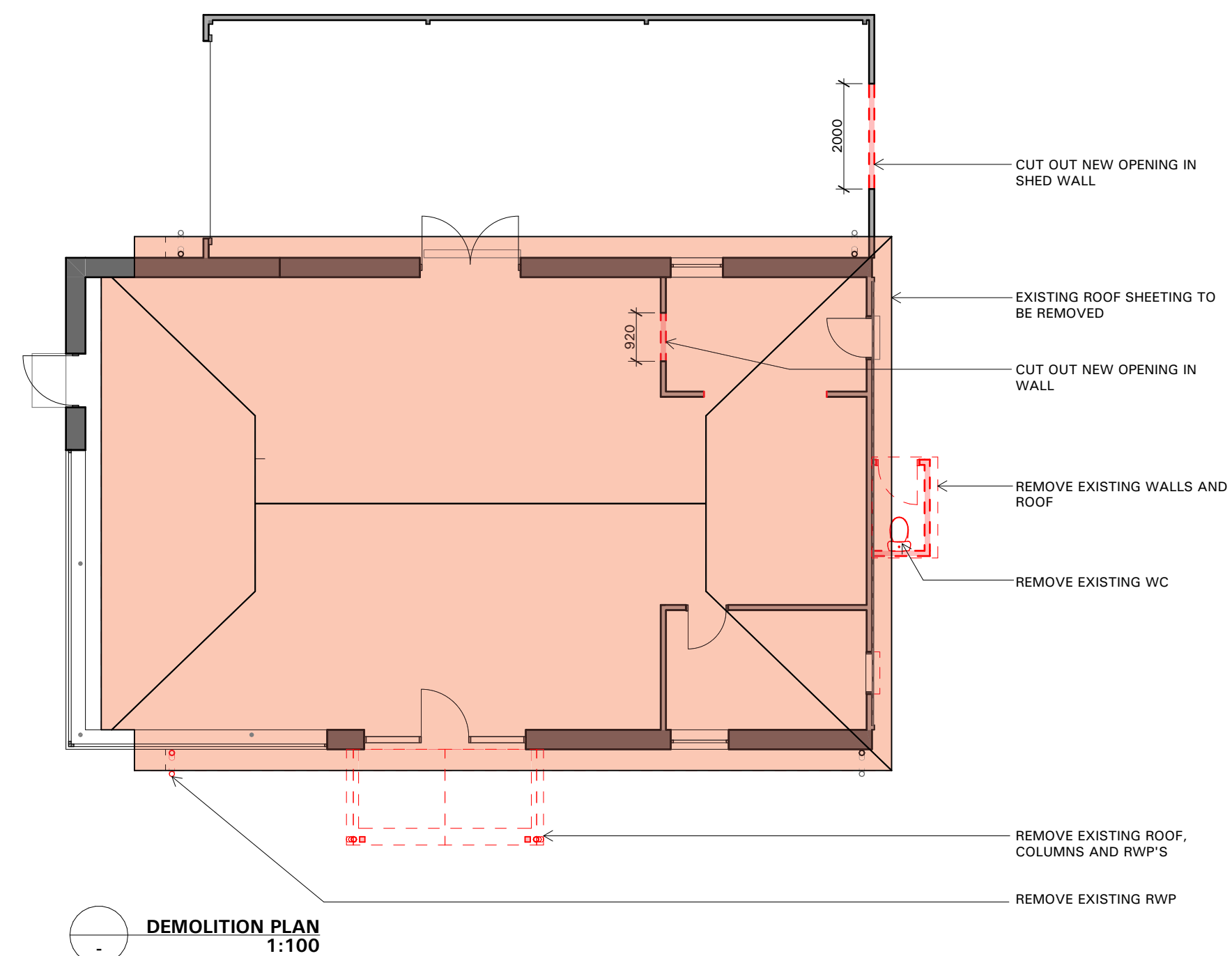
No alteration, addition or amendment of these Rules shall be made unless and until such notice of proposed alteration or amendment has been given in writing to members, and not less than twenty one (21) days prior.

Any notice as above must be presented at either a General Meeting or an Annual General Meeting at which it is proposed to debate such alteration, addition or amendment. A special resolution is required to make alterations to the Rules as mentioned in Section 51 of the Associations Incorporations Act, 2015.

16. DISSOLUTION OF THE ASSOCIATION

If upon the cancellation or the winding up of the Association at a meeting called for that purpose and by special resolution there remains after satisfaction of all its debts and liabilities any property whatsoever, the same must not be paid to or distributed amongst the members, or former members. The surplus property must be distributed to one or more of the following:

- a) an Incorporated Association under the act;
- b) a company limited by guarantee that is registered as mentioned in the Corporations Act section 150;
- c) a company holding a licence that continues in force under the Corporations Act section 151;
- d) a body corporate that at the time of the distribution is the holder of a licence under the Charitable Collections Act 1946;
- e) a body corporate that —
 - i. is a member or former member of the incorporated association; and
 - ii. at the time of the distribution of surplus property, has rules that prevent the distribution of property to its members;
- f) a trustee for a body corporate referred to in paragraph (e);
- g) a co-operative registered under the Co-operatives Act 2009 that, at the time of the distribution of surplus property, is a non-distributing co-operative as defined in that Act;



- NOTES:

1. ALL DRAWINGS TO BE READ IN CONJUNCTION WITH ALL SUB-CONSULTANTS DRAWINGS.
2. ALL DIMENSIONS ARE IN MILLIMETRES.
3. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
4. REFER TO WRITTEN DIMENSIONS ONLY; DO NOT SCALE DRAWINGS.
5. NOTE ANY ERRORS, DISCREPANCIES OR OMISSIONS TO KENT LYON ARCHITECT IMMEDIATELY.
6. THE CONTRACTOR SHALL CARRY OUT ALL WORK IN ACCORDANCE WITH THE SPECIFICATION, THE BUILDING CODE OF AUSTRIA AND LOCAL AUTHORITY REQUIREMENTS.
7. ALL MATERIALS SHALL BE NEW AND CONFORM TO WHAT IS SHOWN ON THE DRAWINGS AND IN THE SPECIFICATION.
8. THE CONTRACTOR SHALL VERIFY THE EXISTENCE AND ALL DIMENSIONS ON SITE AND THE LOCATIONS OF SERVICES PRIOR TO THE COMMENCEMENT OF ANY BUILDING WORK.
9. THE CONTRACTOR SHALL VISIT SITE AND NOTE ALL VISIBLE SITE CONDITIONS AND ACCESS REQUIREMENTS.

THIS DRAWING HAS BEEN PRODUCED BASED ON INFORMATION SUPPLIED BY OTHERS. WHILE ALL ATTEMPTS HAVE BEEN MADE TO ENSURE THE ACCURACY OF THIS DRAWING KENT LYON ARCHITECT WILL NOT BE HELD RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.

CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF ANY WORK. ANY DISCREPANCIES SHALL BE REFERRED TO KENT LYON ARCHITECT PRIOR TO PROCEEDING WITH THE WORKS.


THIS WORK IS COVERED BY COPYRIGHT AND CANNOT BE REPRODUCED OR COPIED IN ANY FORM OR BY ANY MEANS WITHOUT THE WRITTEN PERMISSION OF KENT LYON ARCHITECT.

11/8/22	01	Issue for Approval	01
DATE	ISSUE	REVISION	

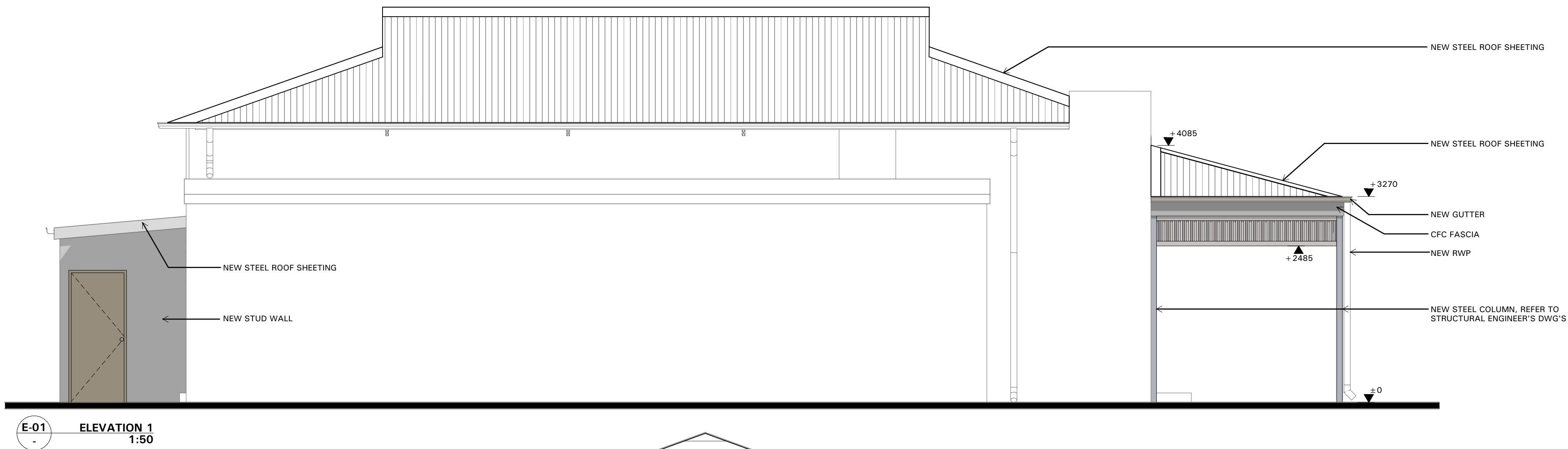
96 Beach Road
Bunbury, Western Australia
P.O. Box 793
Bunbury, W.A. 6231
P (08) 9791 5404
E info@kentlyon.com.au
W www.kentlyon.com.au



1922 & You
Building Refurbishment
 33 Walton Street, Corrigin
**SITE, DEMOLITION, FLOOR &
 ROOF PLANS**

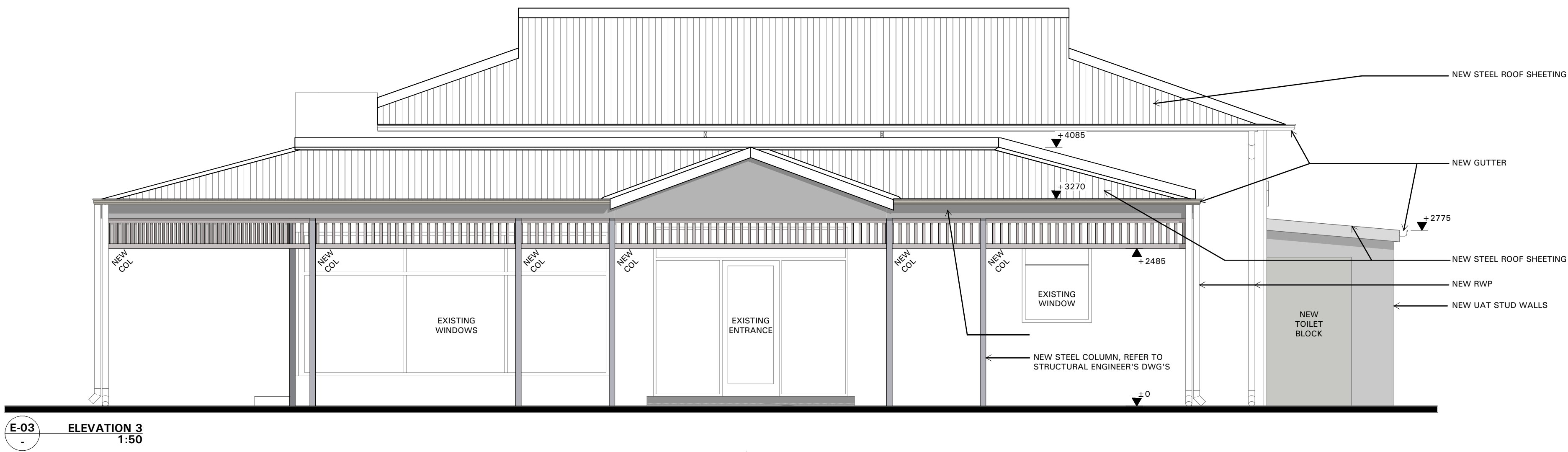
DRAWN BY :	NR	DESIGNED :	KLA	REDUCTION :	
CHECKED BY :	KL & RM	PRINCIPAL :	1922 & You		
APPROVED		DATE :	August 2022	DRAWING NO.	01
KLA PROJECT NO	2022-006	SCALE	1:100 @ A1		SK01
THIS IS A CADD DRAWING DO NOT AMEND MANUALLY					

THIS IS A CADD DRAWING
DO NOT AMEND MANUALLY

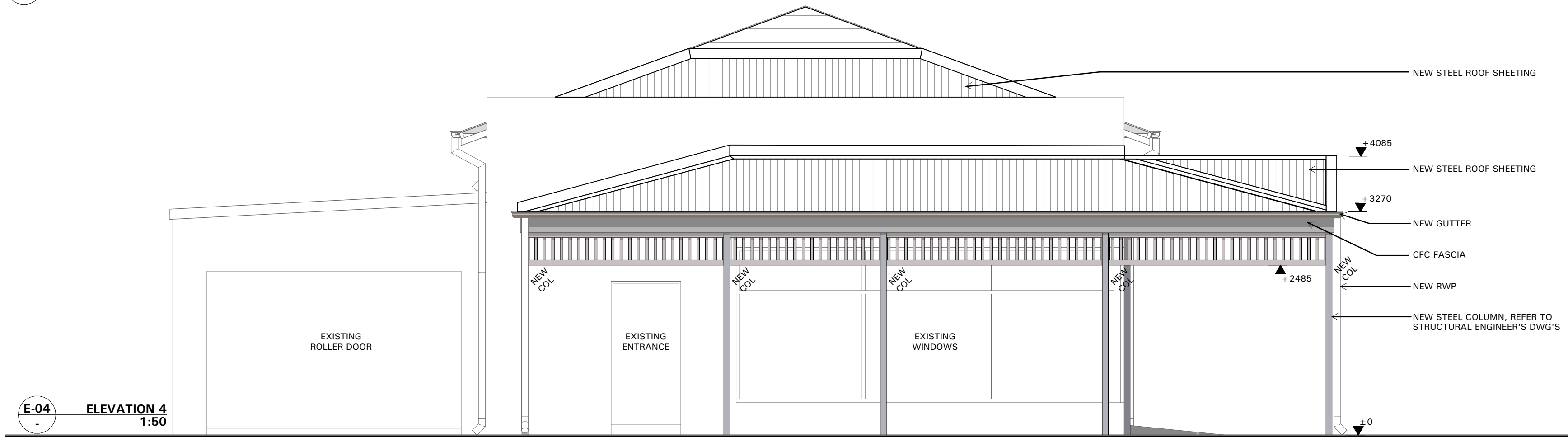


E-01 ELEVATION 1
1:50

E-02 ELEVATION 2
1:50



E-03 ELEVATION 3
1:50



E-04 ELEVATION 4
1:50

NOTES:

1. ALL DRAWINGS TO BE READ IN CONJUNCTION WITH ALL SUB CONSULTANTS DRAWINGS.
2. ALL DIMENSIONS ARE IN MILLIMETRES.
3. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
4. REFER TO WRITTEN DIMENSIONS ONLY; DO NOT SCALE DRAWINGS.
5. NOTIFY ANY ERRORS, DISCREPANCIES OR OMISSIONS TO KENT LYON ARCHITECT IMMEDIATELY.
6. THE CONTRACTOR SHALL CARRY OUT ALL WORK IN ACCORDANCE WITH THE SPECIFICATION, THE BUILDING CODE OF AUSTRALIA AND LOCAL AUTHORITY REQUIREMENTS.
7. ALL MATERIALS SHALL BE NEW AND CONFORM TO WHAT IS SHOWN ON THE DRAWINGS AND IN THE SPECIFICATION.
8. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS ON SITE AND THE LOCATIONS OF SERVICES PRIOR TO THE COMMENCEMENT OF ANY BUILDING WORK.
9. THE CONTRACTOR SHALL VISIT SITE AND NOTE ALL VISIBLE SITE CONDITIONS AND ACCESS REQUIREMENTS.

THIS DRAWING HAS BEEN PRODUCED BASED ON INFORMATION SUPPLIED BY OTHERS. WHILE ALL ATTEMPTS HAVE BEEN MADE TO ENSURE THE ACCURACY OF THIS DRAWING KENT LYON ARCHITECT WILL NOT BE HELD RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.

CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF ANY WORK. ANY DISCREPANCIES SHALL BE REFERRED TO KENT LYON ARCHITECT PRIOR TO PROCEEDING WITH THE WORKS.

THIS WORK IS COVERED BY COPYRIGHT AND CANNOT BE REPRODUCED OR COPIED IN ANY FORM OR BY ANY MEANS WITHOUT THE WRITTEN PERMISSION OF KENT LYON ARCHITECT.

11/8/22	01	Issue for Approval	01
DATE	ISSUE	REVISION	

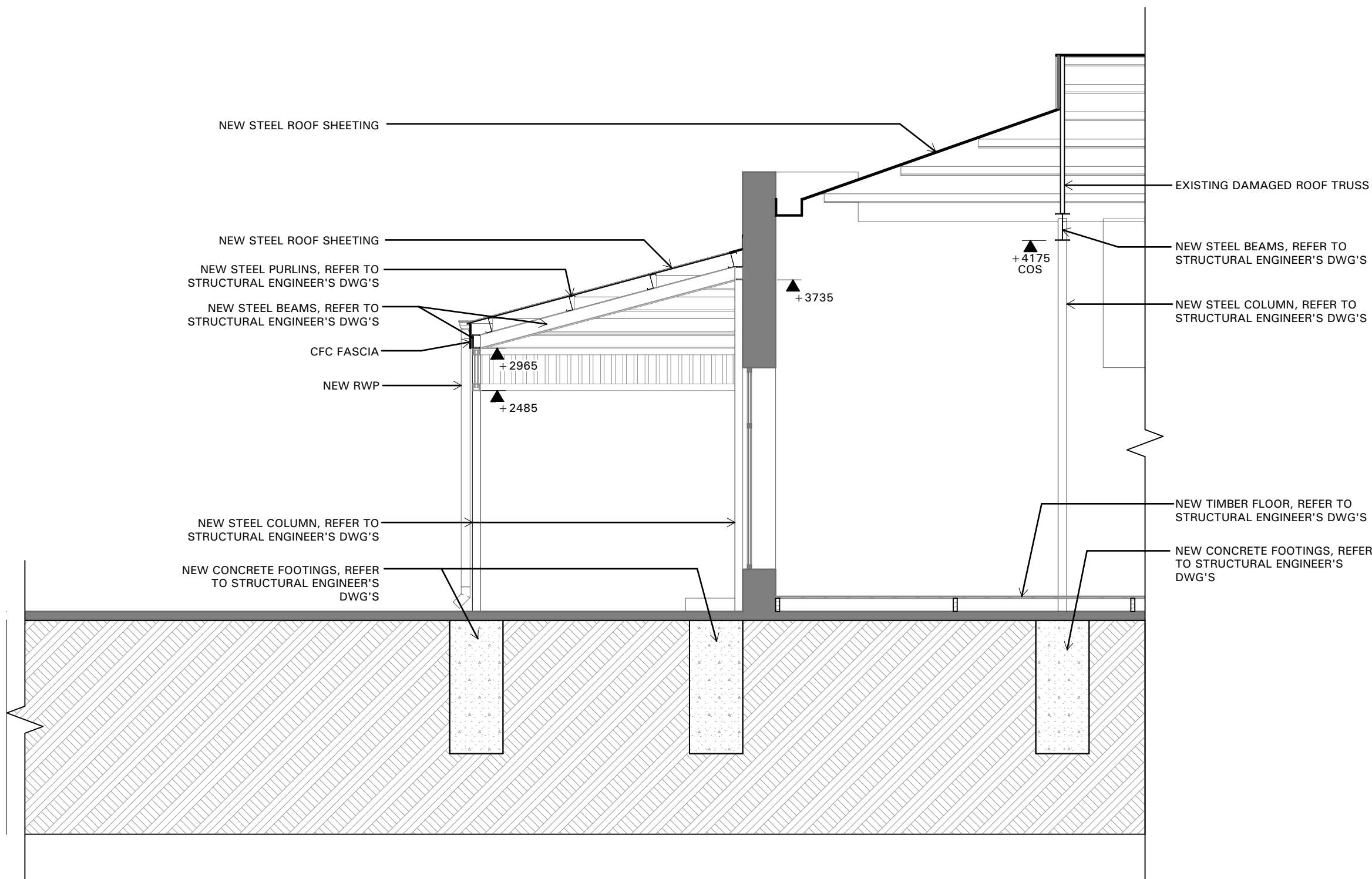
96 Beach Road
Bunbury, Western Australia
P.O. Box 793
Bunbury, W.A. 6231
KENT LYON ARCHITECT
P (08) 9791 5404
E info@kentlyon.com.au
W www.kentlyon.com.au



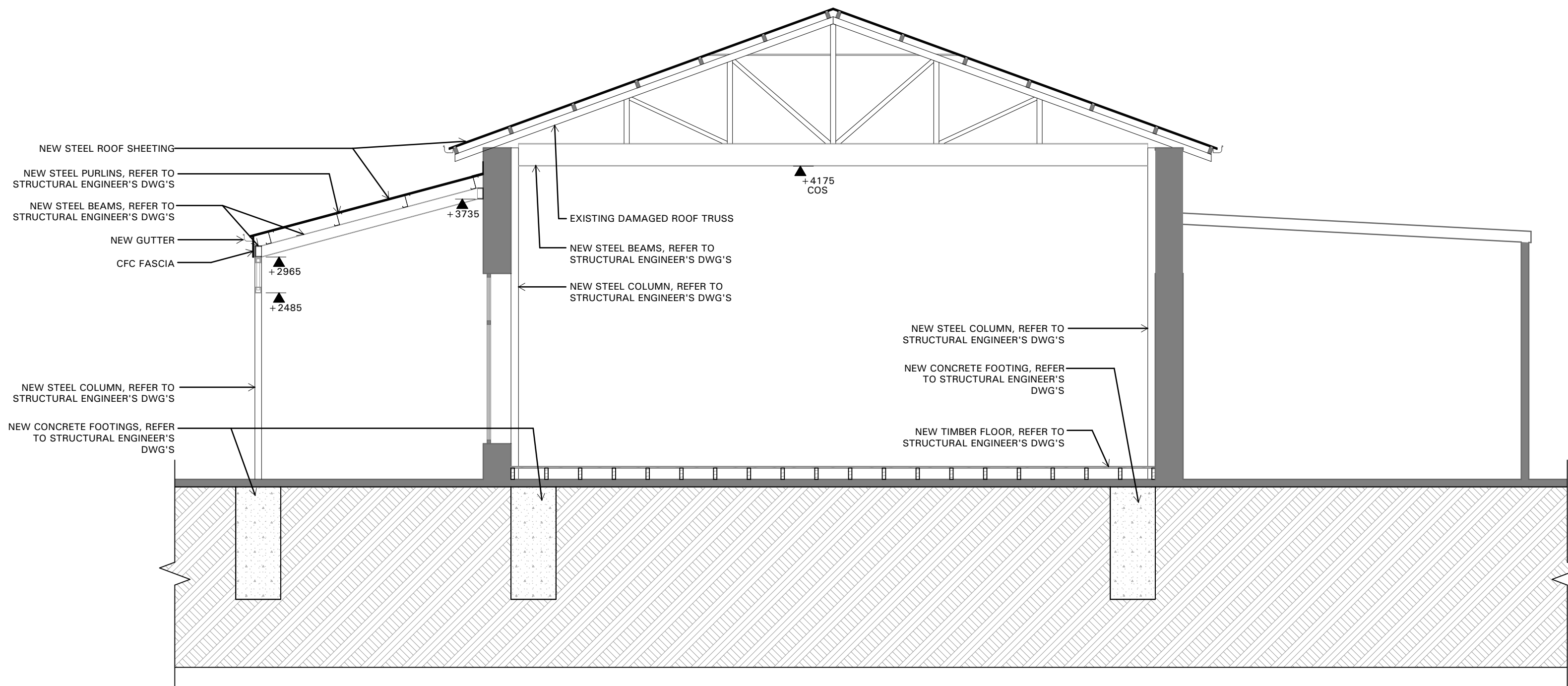
1922 & You
Building Refurbishment
33 Walton Street, Corrigin

ELEVATIONS

DRAWN BY : NR	DESIGNED : KLA	REDUCTION :
CHECKED BY : KL & RM	PRINCIPAL : 1922 & You	
APPROVED	DATE : August 2022	DRAWING NO. SK02
KLA PROJECT NO. 2022-006	SCALE : 1:50 @ A1	
THIS IS A CADD DRAWING DO NOT AMEND MANUALLY		



S-01
SECTION
1:50



S-02
SECTION
1:50



ARTIST'S IMPRESSION, FOR INFORMATION ONLY

NOTES:

1. ALL DRAWINGS TO BE READ IN CONJUNCTION WITH ALL SUB CONSULTANTS DRAWINGS.
2. ALL DIMENSIONS ARE IN MILLIMETRES.
3. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS.
4. REFER TO WRITTEN DIMENSIONS ONLY; DO NOT SCALE DRAWINGS.
5. NOTIFY ANY ERRORS, DISCREPANCIES OR OMISSIONS TO KENT LYON ARCHITECT IMMEDIATELY.
6. THE CONTRACTOR SHALL CARRY OUT ALL WORK IN ACCORDANCE WITH THE SPECIFICATION, THE BUILDING CODE OF AUSTRALIA AND LOCAL AUTHORITY REQUIREMENTS.
7. ALL MATERIALS SHALL BE NEW AND CONFORM TO WHAT IS SHOWN ON THE DRAWINGS AND IN THE SPECIFICATION.
8. THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS ON SITE AND THE LOCATIONS OF SERVICES PRIOR TO THE COMMENCEMENT OF ANY BUILDING WORK.
9. THE CONTRACTOR SHALL VISIT SITE AND NOTE ALL VISIBLE SITE CONDITIONS AND ACCESS REQUIREMENTS.

THIS DRAWING HAS BEEN PRODUCED BASED ON INFORMATION SUPPLIED BY OTHERS. WHILE ALL ATTEMPTS HAVE BEEN MADE TO ENSURE THE ACCURACY OF THIS DRAWING KENT LYON ARCHITECT WILL NOT BE HELD RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.

CHECK ALL DIMENSIONS PRIOR TO COMMENCEMENT OF ANY WORK. ANY DISCREPANCIES SHALL BE REFERRED TO KENT LYON ARCHITECT PRIOR TO PROCEEDING WITH THE WORKS.

THIS WORK IS COVERED BY COPYRIGHT AND CANNOT BE REPRODUCED OR COPIED IN ANY FORM OR BY ANY MEANS WITHOUT THE WRITTEN PERMISSION OF KENT LYON ARCHITECT.

11/8/22	01	Issue for Approval	01
DATE	ISSUE	REVISION	
96 Beach Road Bunbury, Western Australia P.O. Box 793 Bunbury, W.A. 6231 P (08) 9791 5404 E info@kentlyon.com.au W www.kentlyon.com.au			
KENT LYON ARCHITECT			



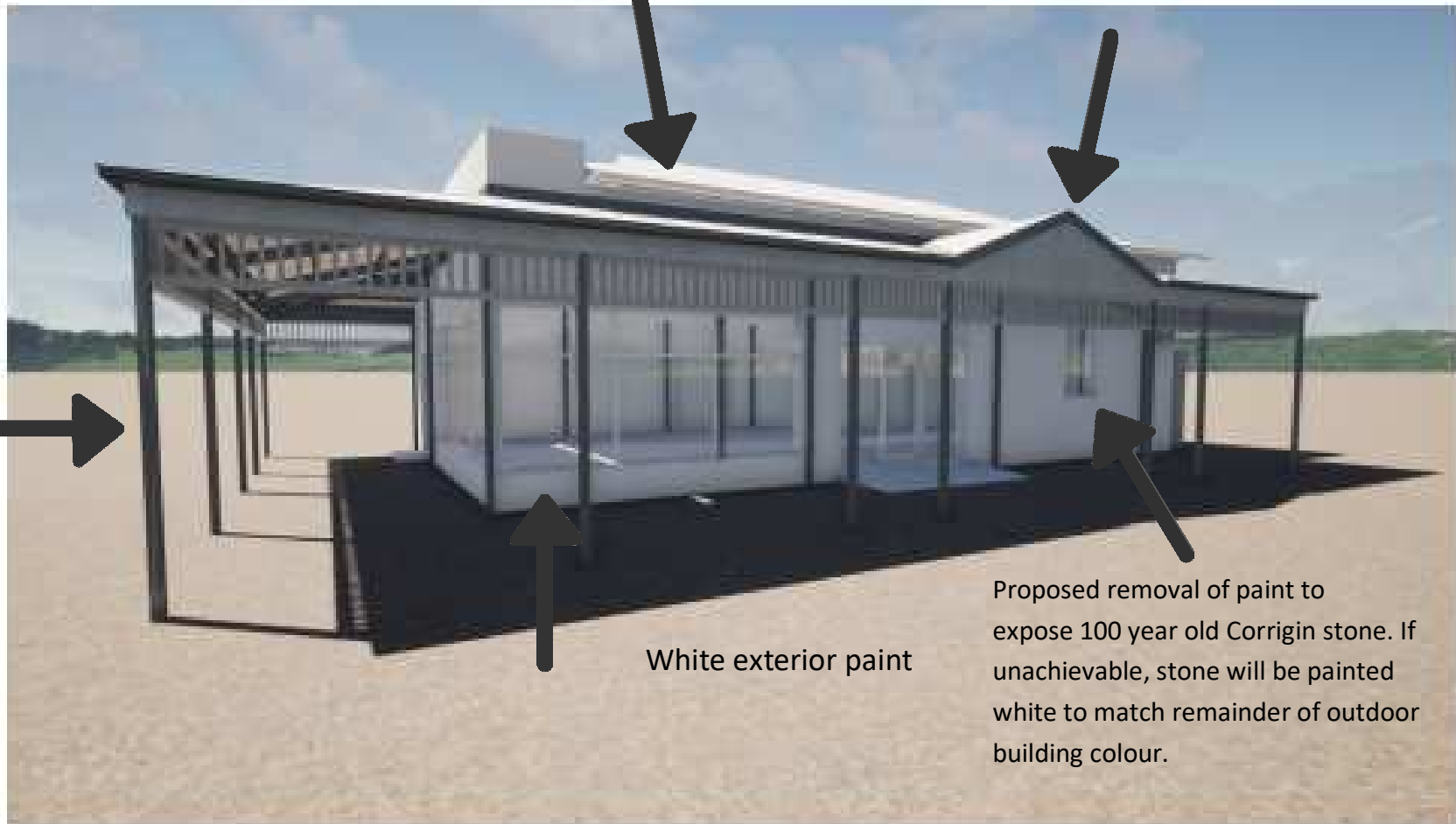
1922 & You
Building Refurbishment
33 Walton Street, Corrigin

SECTIONS

DRAWN BY : NR	DESIGNED : KLA	REDUCTION : KLA
CHECKED BY : KL & RM	PRINCIPAL : 1922 & You	DRAWING NO. : SK03
APPROVED : KLA PROJECT NO. 2022-006	DATE : August 2022	SCALE : 1:50 @ A1
THIS IS A CADD DRAWING DO NOT AMEND MANUALLY		

Roofing colour - Zinalume

Black trim



Black poles

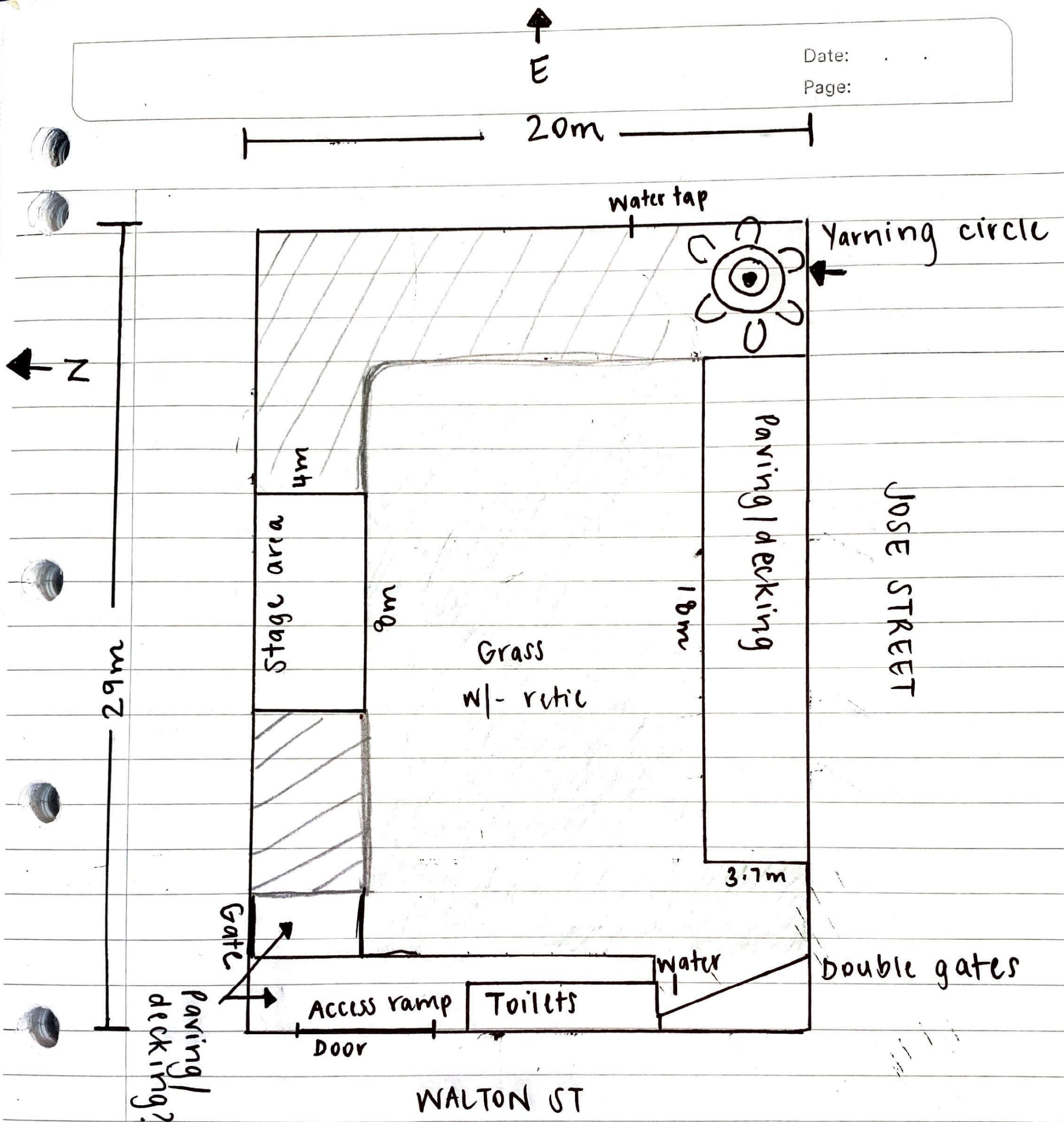
White exterior paint

Proposed removal of paint to expose 100 year old Corrigin stone. If unachievable, stone will be painted white to match remainder of outdoor building colour.

ARTISTS IMPRESSION, FOR INFORMATION ONLY

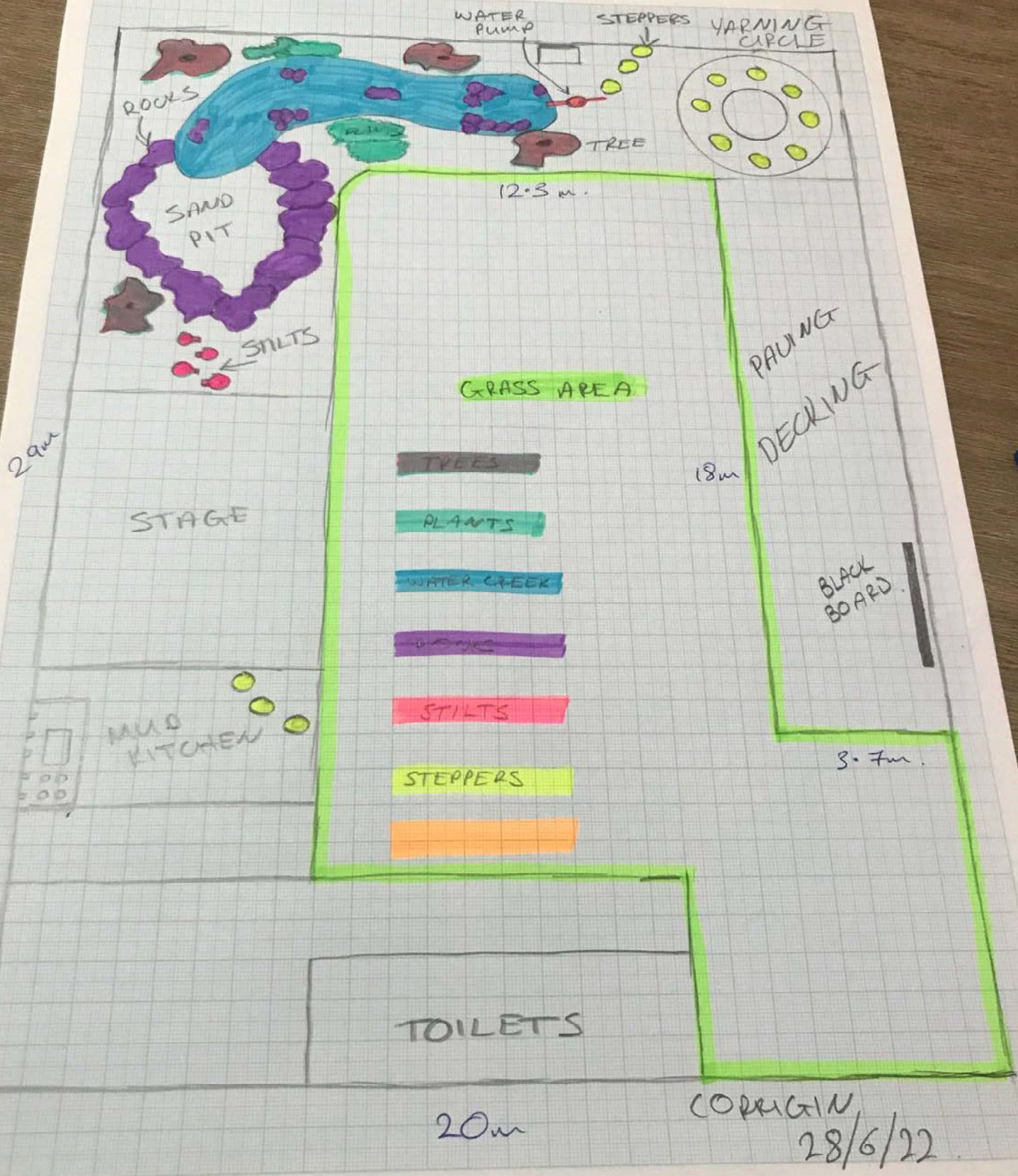
NOTES:

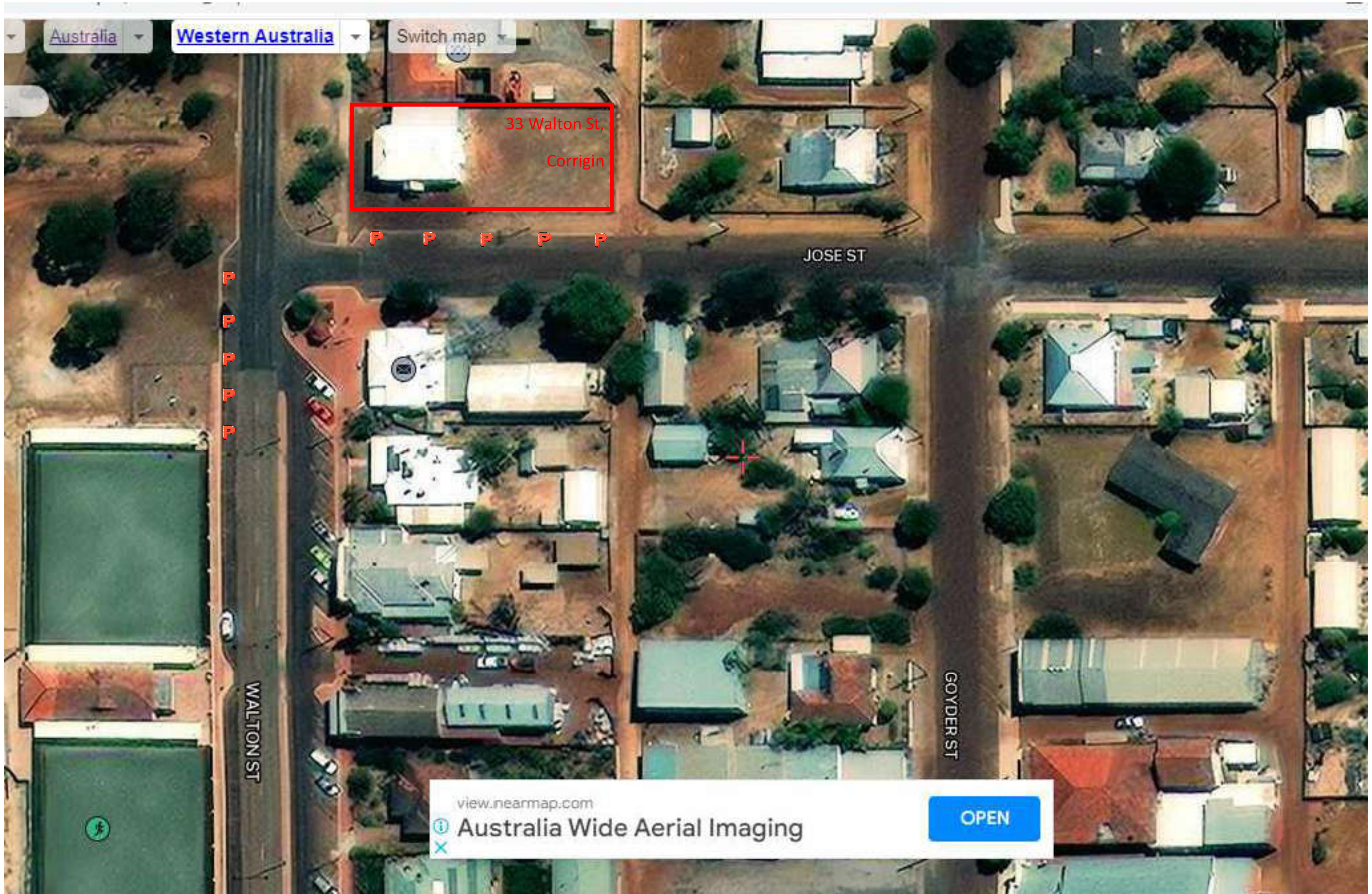
1. 100 year old Corrigin stone



• Ideas

- mud kitchen
- water play channels
- sensory gardens
- play area - something different to the norm!
- gardens^{lawn} retic'd







Department of
**Primary Industries and
Regional Development**

Ms Natalie Nanton
Chief Executive Officer
Shire of Corrigin
PO Box 221
CORRIGIN WA 6375

shire@corrigin.wa.gov.au

Our Ref: 9/22
Enquiries: B. Wheaton
Telephone: 9368 3282
Date: 2 November 2022

Dear Ms Nanton

NOTICE OF INTENTION TO DRAIN: LOT 134 ON PLAN 141021 AND LOT 80 ON PLAN 225147 – SHIRE OF CORRIGIN

Attached for your information is a copy of a Notice of Intent to Drain (NOID) for the above location.

Should you wish to provide any comments, which will assist the Commissioner of Soil and Land Conservation to make a decision on the proposal, would you please forward these comments to the Commissioner before 2 December 2022.

Should you require additional time for comment, or wish to discuss this matter further, please do not hesitate to contact me on (08) 9368 3573.

Yours sincerely

Buddy Wheaton
DEPUTY COMMISSIONER OF
SOIL AND LAND CONSERVATION

Att

cc: John Firth – DPIRD, Perth.

OFFICE OF THE COMMISSIONER OF SOIL AND LAND CONSERVATION

1 Nash Street, Perth, Western Australia 6000

Locked Bag 4, Bentley Delivery Centre WA 6983

Telephone (08) 9368 3282 commsoil@dpird.wa.gov.au

www.dpird.wa.gov.au

ABN: 18 951 343 745



Department of
Primary Industries and
Regional Development

RECEIVED
2 - NOV 2022

Commissioner of Soil
and Land Conservation

Soil and Land Conservation Act 1945
Soil and Land Conservation Regulations 1992
Regulations 5 and 6

Send completed forms to:
commsoil@dpird.wa.gov.au or Locked Bag
4 Bentley Delivery Centre WA 6983

NOTICE OF INTENT TO DRAIN OR PUMP WATER REGISTERED

When is a notice of intent to drain or pump required?

Where an owner or occupier of land wishes to drain or pump groundwater for the purpose of controlling salinity, he or she is required to lodge a notice of intention with the Commissioner of Soil and Land Conservation at least 90 days before discharging water. This includes draining or pumping within the same property. Note that within the Peel-Harvey Catchment Area, a notice of intention is required for any draining or pumping works.

What happens if I do not lodge a notice of intent to drain or pump?

It is an offence not to give notice of intent to drain when required to do so. The penalty is \$2,000 for individuals and up to \$10,000 for companies. You may also be liable for charges of causing environmental harm under the *Environmental Protection Act 1986*.

Further information

Further information on completing this form is available from the Office of the Commissioner of Soil and Land Conservation in Perth on (08) 9368 3282 (8.30 am to 5.00 pm Monday to Friday).

1. Type of proposal

Tick one:

Drainage only

☒

Pumping only

☐

Drainage and pumping

☐

2. Single or multiple property notification

Will the drain or pumping be
constructed on a single property?

☒

YES



Go to Question 3

☐

NO



Go to Question 4

3. Details of owner or occupier - Single property

Mr ☒

Mrs ☐

Ms ☐

Miss ☐

Other ☐

Surname or family name

SZCZECINSKI

Given or first name (s)

ANDREW

Company name (if applicable)

ANDREW SZCZECINSKI

Lot and plan number of land to be
drained or pumped

Lot 134 on Plan 141021 & Lot 80 on Plan 225147

Local government district
(Shire, Town or City council)

CORRIGIN

Postal address

PO Box 124

Town or suburb

CORRIGIN

Postcode

6375

Contact phone

0429 657014

Email

Email

ROKESWOOD@OUTLOOK.COM.AU

I am (tick one)

☒

Owner of the land

☐

Occupier of the land



Go to Question 6

4. Details of owners or occupiers - two or more properties

For drainage or pumping proposals involving two or more properties, **each owner/occupier** must complete their details in **Schedule 1**. List and number properties in the order of the commencement point to discharge point (e.g., highest to lowest).

5. Contact person for proposal involving two or more properties

Insert in this section the name of the person who is authorised as the contact for the individual owners/occupiers. If questions arise in relation to the proposed drainage works, this person will be contacted first.

Name of contact person	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Other <input type="checkbox"/>
Surname or family name	<input type="text"/>				
Given or first names	<input type="text"/>				
Postal address					
Number/PO Box/RMB	<input type="text"/>	Property name	<input type="text"/>		
Road or street	<input type="text"/>				
Town or locality	<input type="text"/>	Postcode	<input type="text"/>		
Contact phone	<input type="text"/>	Email	<input type="text"/>		
Email	<input type="text"/>				

➡ Go to Question 6

6. Description of proposed drainage or pumping works

Area of land to be drained or pumped	<input type="text" value="60"/> ha	Length of drain	<input type="text" value="2.1"/> km
Where is the water to be discharged? (Tick one or more)	Watercourse <input checked="" type="checkbox"/>	Wetland	<input type="checkbox"/>
	Evaporation basin or dam <input type="checkbox"/>	Existing drain	<input checked="" type="checkbox"/>
	Other <input type="checkbox"/>	Salt lake	<input type="checkbox"/>
		Road or other public land	<input type="checkbox"/>
		Describe	<input type="text"/>
If discharging into an evaporation basin or dam, what is its capacity?	<input type="text"/> m ³		
Will the proposed drain receive water from an existing drain?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
For pumping works only: Duration of pumping	<input type="text"/> MONTHS	Or	<input type="checkbox"/> Ongoing/permanent

7. Plan of proposed drainage or pumping works



Please attach a plan or aerial photograph of the proposed drainage works which clearly shows a north point and the location of:

- the drainage channels and/or pipes, including the direction of flow of water
- existing drains or pumping works that may discharge into the proposed works or to which the works may be connected
- place where the water is to be discharged
- adjacent land including lot or location numbers
- all natural watercourses (creeks, rivers etc) and wetlands (lakes, marshes etc)
- roads, railways and water mains adjacent to the land
- any other Crown land, such as nature reserves, which is adjacent to the land.

Scale of plan/photograph: 1:10,000 for single properties; 1:25,000 for two or more properties

See Schedules 2 and 3 for examples of plans that meet these requirements.

8. Details of person/company undertaking excavation works

Will you be using an earthworks contractor? ☒ YES ☐ NO

If YES, complete the following if you are engaging a contractor to do the work:

Name of contractor

My SELF

Address

Contact phone

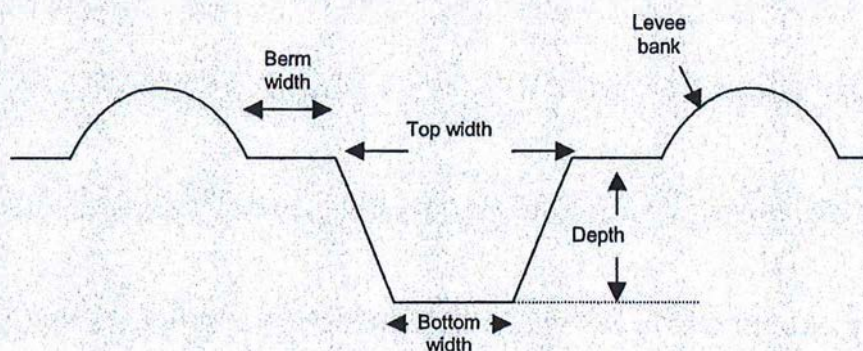
Postcode

Email

9. Cross-sectional plan of drain

Please complete the cross-sectional plan(s) of the drain(s) including the drain dimensions, whether there will be levee banks etc.

Note: If the proposed drain involves channels of a different cross-section, please provide additional cross-section plans.



Top width of drain 1.8m

Bottom width of drain 1.3m

Depth 1 to 1.5

Berm width – left hand side 2m

Berm width – right hand side 2m

Levee banks (tick one):

No levee banks ☒

Levee banks on one side only ☐

Levee banks on both sides ☐

10. Checklist of other approvals

Draining or pumping water may require approval/consent from other public authorities. Controls vary from area to area. **It is your responsibility to check which approvals are required for your proposal.**

The following is a checklist of some of the more common types of approval that may be required:

- ☒ Approval to undertake earthworks that affect a road or railway – local government, Main Roads, Public Transport Authority
- ☒ Approval to undertake earthworks on other Crown land – public authority managing the land (e.g. DBCA, local govt etc.)
- ☒ Development approval under a town or region planning scheme – local government, WA Planning Commission
- ☒ Approval to clear native vegetation – Department of Water and Environmental Regulation
- ☒ Licence to take groundwater – Department of Water and Environmental Regulation
- ☒ Permit to undertake earthworks on bed or banks of watercourses – Department of Water and Environmental Regulation
- ☒ Proposals which may impact Ramsar wetlands – Department of Climate Change, Energy, the Environment and Water
- ☒ Location of cables and pipelines etc – dial 1100 before you dig
- ☒ Approval to undertake works affecting an Aboriginal site – Department of Planning, Lands and Heritage
- ☒ Approval to undertake works affecting a heritage place – Heritage Council; local government

Please attach copies of relevant approvals listed above (if any).

11. Consultation with downstream and other affected landholders


The two landholders immediately downstream of the land subject to the drain and any other landholder who might be adversely affected by the construction and operation of the drain should be asked to complete the form in Schedule 4.

Completed forms should be returned to the Commissioner of Soil and Land Conservation, at the address below.

12. Declaration(s)

All owners/occupiers that are party to the drainage/pumping proposal must sign this declaration. If the proposal is for one property, complete and sign the first box only.

I/we declare that the information in this form and the attachments is true and correct

Property no.	<input checked="" type="checkbox"/>	Name of owner/occupier	ANDREW SZCZECINSKI	
		Company name (if applicable)	BALD SZCZECINSKI	
		Signature		Date 1.11.22
Property no.	<input type="checkbox"/>	Name of owner/occupier		
		Company name (if applicable)		
		Signature		Date
Property no.	<input type="checkbox"/>	Name of owner/occupier		
		Company name (if applicable)		
		Signature		Date
Property no.	<input type="checkbox"/>	Name of owner/occupier		
		Company name (if applicable)		
		Signature		DATE
Property no.	<input type="checkbox"/>	Name of owner/occupier		
		Company name (if applicable)		
		Signature		DATE

If insufficient room, please attach additional sheets

When completed, send the original of this form and all attachments to:

Commissioner of Soil and Land Conservation
Department of Primary Industries and Regional Development
Locked Bag 4
BENTLEY DISTRIBUTION CENTRE WA 6983

or email to:

commsoil@dpird.wa.gov.au

You will be notified in writing that your notice of intent has been received. If you have not received a response within 14 days of sending your notice, please telephone the Commissioner's Office on (08) 9368 3282 to check progress.

IMPORTANT: The 90-day notice of intent period commences on the day when a complete and valid notice is received by the Commissioner's Office.



Department of
Primary Industries and
Regional Development

Schedule 4

SOIL AND LAND CONSERVATION REGULATIONS 1992

Neighbours comment form

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation
Department of Primary Industries and Regional Development
Locked Bag 4
BENTLEY DELIVERY CENTRE WA 6983

Dear Commissioner

I/we Michael Vernon Lee am/are
(insert full name(s) here)

the owner(s)/occupier(s) of

Loc 9759, 9758

(insert location number of your land here)

Located in the local government district of

Corrigin

(insert local government name here)

I/we have been advised by

ANDREW SZCZECINSKI

that he/she

(insert name of person proposing to drain here)

proposes to drain or pump water from

Loc KUNJIN 134

(insert location number(s) of land to be drained here)

and discharge water in the manner described in the plan attached to his/her Notice of Intention to Drain
made under Regulation 5 or 6 of the *Soil and Land Regulations 1992*

I/we have considered this proposal and provide the following response:

Tick one



I/we have no objection to the proposal



I/we object to the proposal

Comments

THERE IS ALREADY SALT WATER PASSING THROUGH THE
FARM CREEK SO THERE FOR I DON'T HAVE A PROBLEM
WITH IT

Yours faithfully

Name/s

Michael Lee

Address

218 Diamond Block rd

Town

Ballaring

Postcode

6373

Signature/s

MVL

Date

1-11-2021



Department of
Primary Industries and
Regional Development

Schedule 4

SOIL AND LAND CONSERVATION REGULATIONS 1992

Neighbours comment form

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation
Department of Primary Industries and Regional Development
Locked Bag 4
BENTLEY DELIVERY CENTRE WA 6983

Dear Commissioner

I/we WARREN GARLICK am/are

(insert full name(s) here)

the owner(s)/occupier(s) of

AVON LOCATIONS L79/P139090 L104/P130422 see comments

(insert location number of your land here)

Located in the local government district of

CORRIGIN

(insert local government name here)

I/we have been advised by

ANDREW SZCZECINSKI

that he/she

(insert name of person proposing to drain here)

proposes to drain or pump water from

LOC: KUNDIN 134

(insert location number(s) of land to be drained here)

and discharge water in the manner described in the plan attached to his/her Notice of Intention to Drain
made under Regulation 5 or 6 of the *Soil and Land Regulations 1992*

I/we have considered this proposal and provide the following response:

Tick one

☒

I/we have no objection to the proposal

☐

I/we object to the proposal

Comments

Also locations L142/P146238 L141/P146238 L110/P139090 L143/P146238 L75/P130421

SHIRE MUST UPGRADE COLVERTS WHERE DRAIN RUNS

Yours faithfully

Name/s

WARREN GARLICK

Address

PO BOX 94 KONDININ 6367

Town

KONDININ

Postcode

6367

Signature/s

W P Garlick

Date

NEW DRAIN
EXISTING DRAIN

Loc: Kunjin 134

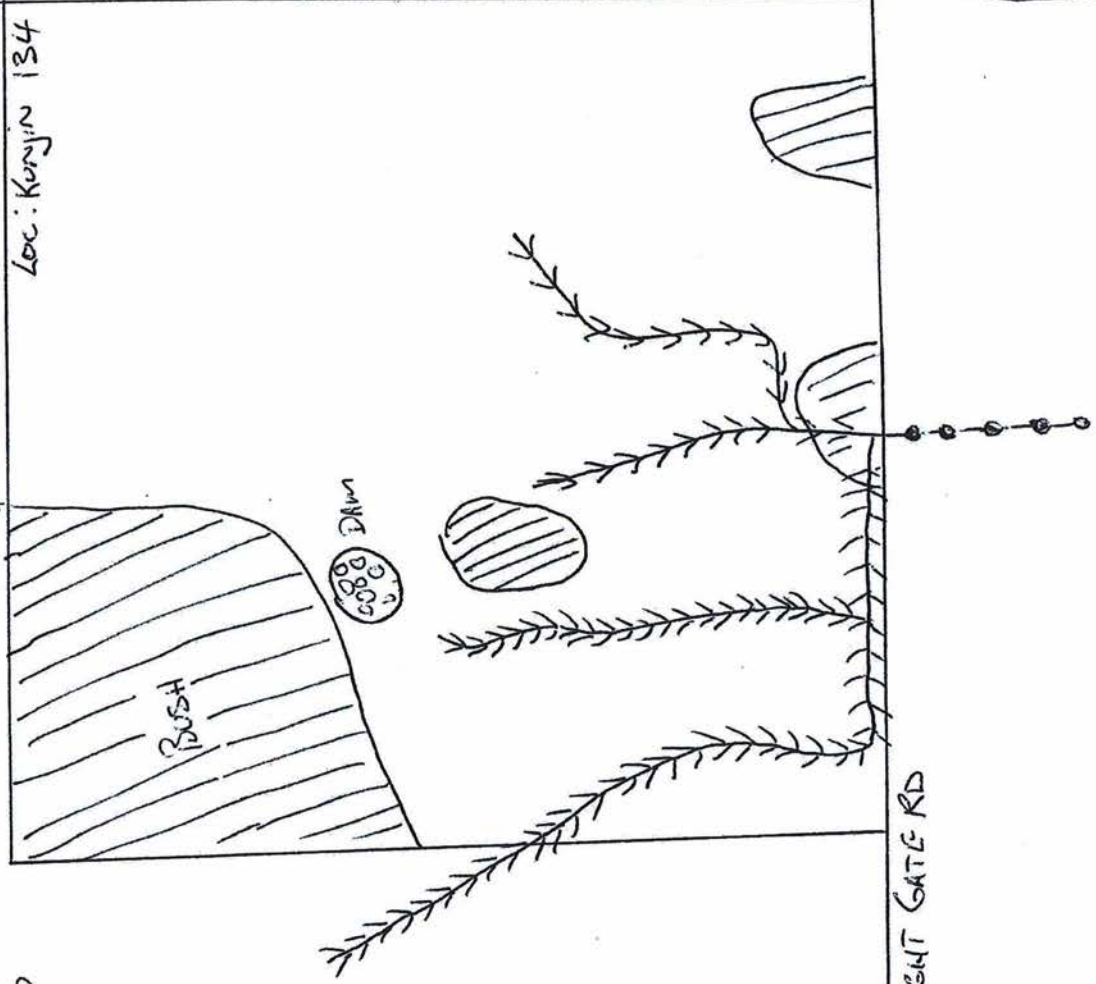
Loc: Kunjin 83

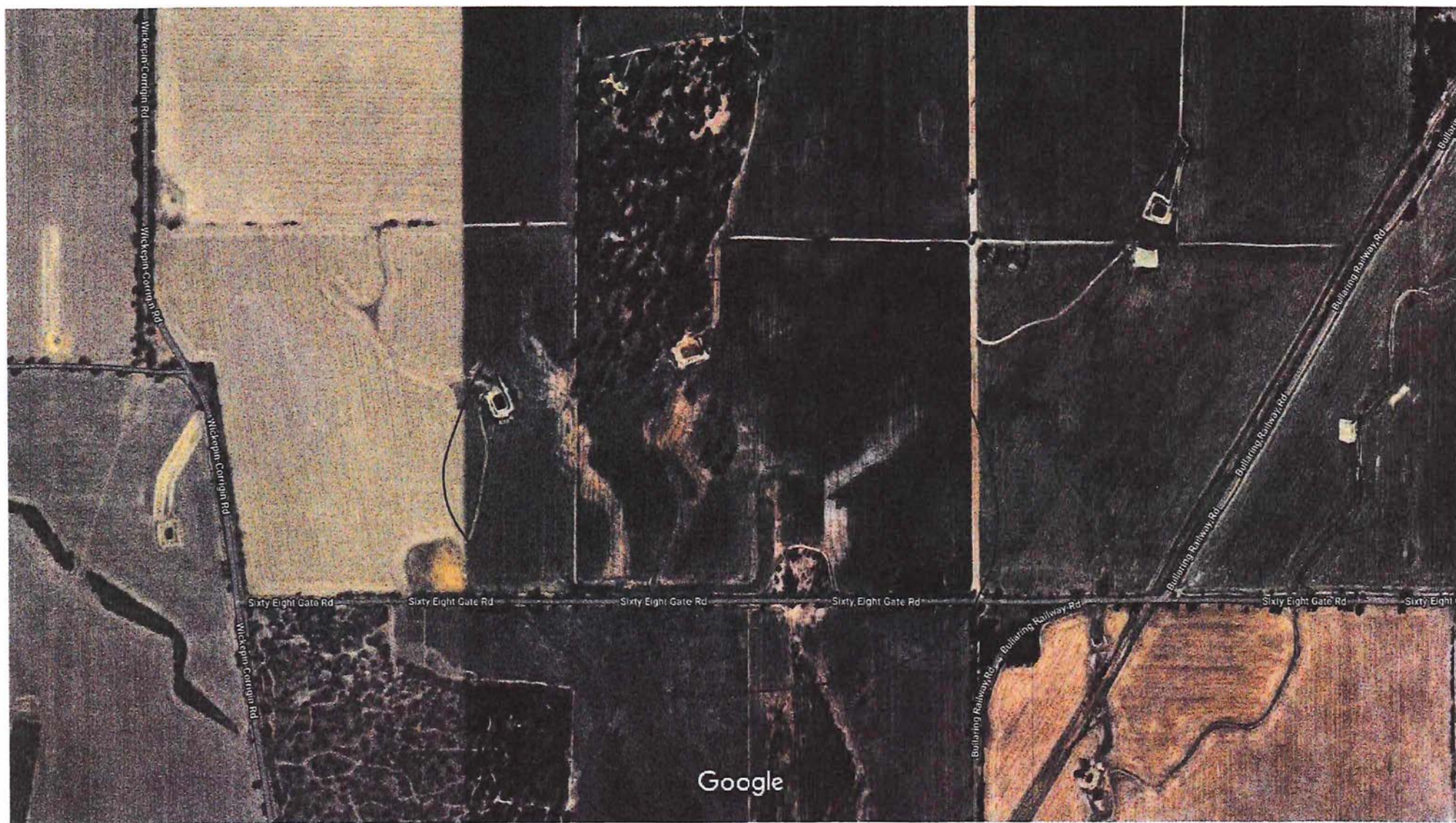
WICKLIAN CORRECTION RD.

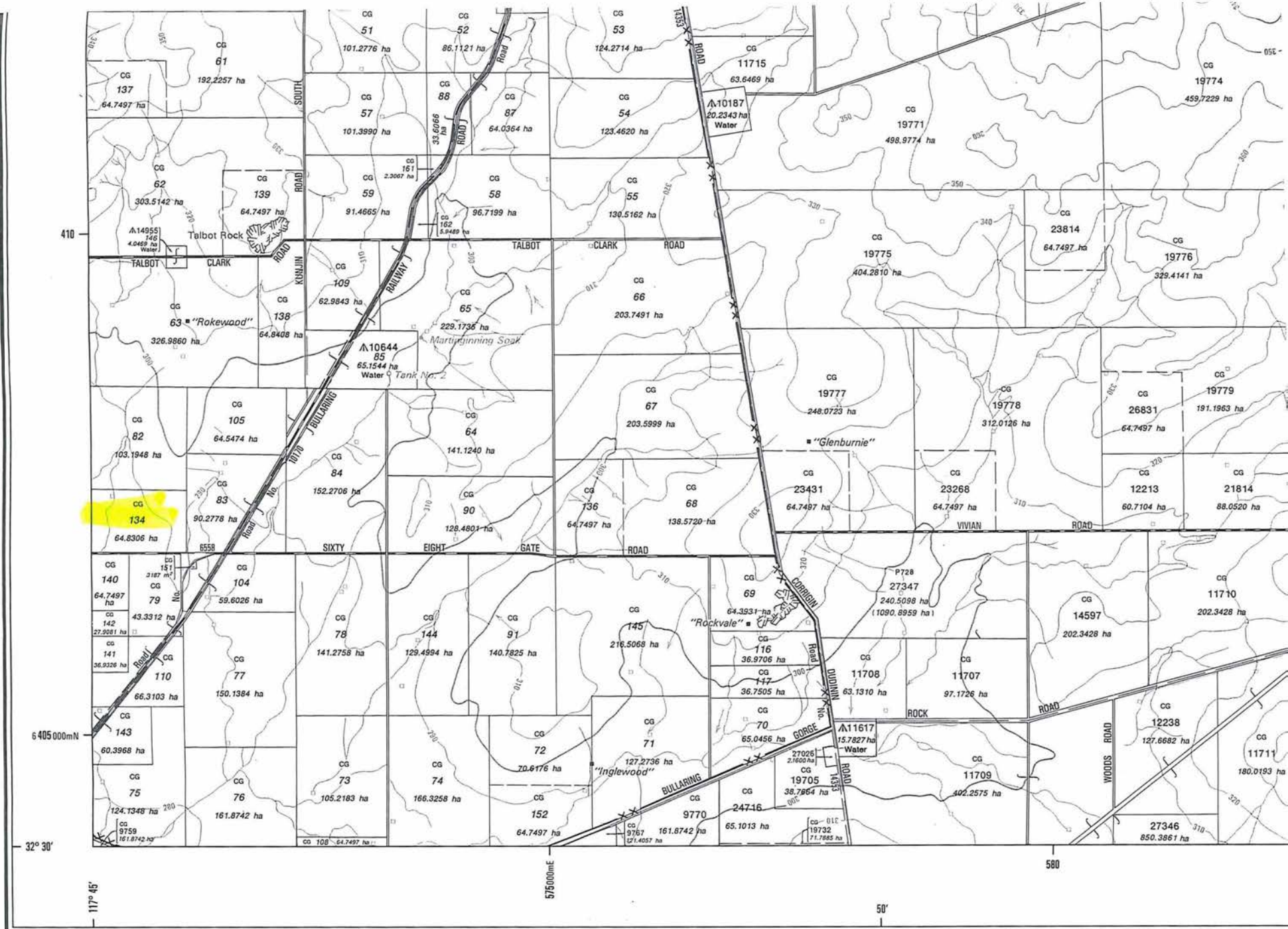
Sixty Eight Gate Rd

BULLARKING Railway Rd

Noeth







AVON DISTRICT
SOUTH WEST LAND DIVISION



Scale
Metres 1000 0 1 2



Department of
**Primary Industries and
Regional Development**

Ms Natalie Nanton
Chief Executive Officer
Shire of Corrigin
PO Box 221
CORRIGIN WA 6375

shire@corrigin.wa.gov.au

Our Ref: 8/22
Enquiries: B. Wheaton
Telephone: 9368 3282
Date: 12 October 2022

Dear Ms Nanton

**NOTICE OF INTENTION TO DRAIN: LOT 11771 ON PLAN 130164 AND LOT 42 ON
PLAN 040904 – SHIRE OF CORRIGIN**

Attached for your information is a copy of a Notice of Intent to Drain (NOID) for the above location.

Should you wish to provide any comments, which will assist the Commissioner of Soil and Land Conservation to make a decision on the proposal, would you please forward these comments to the Commissioner before 11 November 2022.

Should you require additional time for comment, or wish to discuss this matter further, please do not hesitate to contact me on (08) 9368 3573.

Yours sincerely

Buddy Wheaton
DEPUTY COMMISSIONER OF
SOIL AND LAND CONSERVATION

Att

cc: John Firth – DPIRD, Perth.

OFFICE OF THE COMMISSIONER OF SOIL AND LAND CONSERVATION

1 Nash Street, Perth, Western Australia 6000
Locked Bag 4, Bentley Delivery Centre WA 6983
Telephone (08) 9368 3282 commsoil@dpiird.wa.gov.au
www.dpiird.wa.gov.au
ABN: 18 951 343 745



RECEIVED
12 OCT 2022

REGISTERED
OFFICE USE ONLY 7/04

NOTICE OF INTENT TO DRAIN OR PUMP WATER

Commissioner of Soil
and Land Conservation

D - 08 - 22

Commissioner of Soil
and Land Conservation

When is a notice of intent to drain or pump required?

Where an owner or occupier of land wishes to drain or pump groundwater for the purpose of controlling salinity, he or she is required to lodge a notice of intention with the Commissioner of Soil and Land Conservation at least 90 days before discharging water. This includes draining or pumping within the same property. Note that within the Peel-Harvey Catchment Area, a notice of intention is required for **any** draining or pumping works.

What happens if I do not lodge a notice of intent to drain or pump?

It is an offence not to give notice of intent to drain when required to do so. The penalty is \$2,000 for individuals and up to \$10,000 for companies. You may also be liable for charges of causing environmental harm under recent changes to the *Environmental Protection Act 1986*.

Further information

Further information on completing this form is available from the Office of the Commissioner of Soil and Land Conservation in Perth on (08) 9368 3282 (8.30am to 5.00pm Monday to Friday).

1. TYPE OF PROPOSAL

Tick one:

DRAINAGE ONLY

☒

PUMPING ONLY

☐

DRAINAGE AND PUMPING

☐

2. SINGLE OR MULTIPLE PROPERTY NOTIFICATION

WILL THE DRAIN/PUMPING BE
CONSTRUCTED ON A SINGLE
PROPERTY?

☒

YES



GO TO QUESTION 3

☐

NO



GO TO QUESTION 4

3. DETAILS OF OWNER/OCCUPIER - SINGLE PROPERTY

Mr

☒

Mrs

☐

Ms

☐

Miss

☐

Other

SURNAME OR FAMILY NAME

GRYLLS

GIVEN OR FIRST NAME(S)

KEN

COMPANY NAME
(if applicable)

GRYLLS FARMING KR & SONS

LOCATION NUMBER(S) OF LAND TO BE
DRAINED/PUMPED (e.g. Avon Location 1234)

16901, 11770, 11771, 42, 44

LOCAL GOVERNMENT DISTRICT
(Shire, Town or City council)

CORRIGIN

POSTAL ADDRESS

PO Box 115

TOWN/SUBURB

CORRIGIN

POSTCODE

6375

CONTACT NUMBER

0428658049

FACSIMILE

—

EMAIL

GRYLLSFARMING@OUTLOOK.COM

WHICH ARE YOU? (tick one):

☒

OWNER OF THE LAND

☐

OCCUPIER OF THE LAND



GO TO QUESTION 6

4. DETAILS OF OWNERS/OCCUPIERS - TWO OR MORE PROPERTIES

For drainage or pumping proposals involving two or more properties, **each owner/occupier** must complete their details in **Schedule**

1. Properties should be listed and numbered in the order of the commencement point to discharge point (e.g., highest to lowest).

5. CONTACT PERSON FOR PROPOSAL INVOLVING TWO OR MORE PROPERTIES

Insert in this section the name of the person who is authorised as the contact for the individual owners/occupiers. If questions arise in relation to the proposed drainage works, this person will be contacted first.

Name of contact person

Mr

☐

Mrs

☐

Ms

☐

Miss

☐

Other

☐

SURNAME OR FAMILY NAME

GIVEN OR FIRST NAMES

Postal address

NUMBER/PO BOX/RMB

PROPERTY NAME
(if applicable)

ROAD/STREET

TOWN OR LOCALITY

POSTCODE

TELEPHONE/MOBILE NUMBER

FACSIMILE

EMAIL



GO TO QUESTION 6

6. DESCRIPTION OF PROPOSED DRAINAGE/PUMPING WORKS

AREA OF LAND TO BE DRAINED/PUMPED

 ha

LENGTH OF DRAIN

 km

WHERE IS THE WATER TO BE
DISCHARGED?
(Tick one or more)

WATERCOURSE

☒

EVAPORATION
BASIN OR DAM

☐

OTHER

☐

Describe

WETLAND

☐

EXISTING DRAIN

☒

SALT LAKE

☐

ROAD OR OTHER
PUBLIC LAND

☐

IF DISCHARGING INTO AN EVAPORATION
BASIN OR DAM, WHAT IS ITS CAPACITY?

 m³

WILL THE PROPOSED DRAIN RECEIVE
WATER FROM AN EXISTING DRAIN?

☐

YES

☒

NO

For pumping works only:
DURATION OF PUMPING

MONTHS

OR

☐

ON-GOING/PERMANENT

7. PLAN OF PROPOSED DRAINAGE/PUMPING WORKS

☐

Please attach plan or aerial photograph of the proposed drainage works which clearly shows a north point and the location of:

- the drainage channels and/or pipes, including the direction of flow of water;
- existing drains or pumping works that may discharge into the proposed works or to which the works may be connected;
- place where the water is to be discharged;
- adjacent land including lot or location numbers;
- all natural watercourses (creeks, rivers etc) and wetlands (lakes, marshes etc);
- roads, railways and water mains adjacent to the land; and
- any other Crown land, such as nature reserves, which is adjacent to the land.

Scale of plan/photograph: 1:10,000 for single properties; 1:25,000 for two or more properties

See Schedules 2 and 3 for examples of plans that meet these requirements.

8. DETAILS OF PERSON/COMPANY UNDERTAKING EXCAVATION WORKS

WILL THE DRAIN OR PUMPING REQUIRE
EARTHWORKS TO BE UNDERTAKEN?



YES



NO

If YES, complete the following if you are engaging a contractor to do the work:

NAME OF CONTRACTOR

SELF

ADDRESS

CONTACT NUMBER

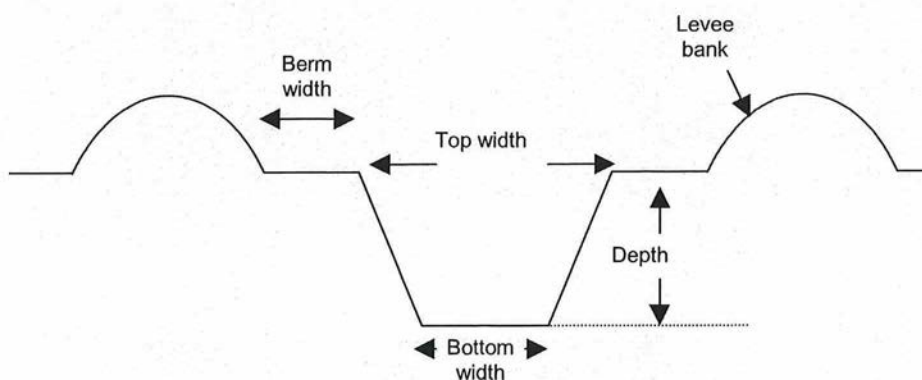
FACSIMILE

POSTCODE

9. CROSS-SECTIONAL PLAN OF DRAIN

Please complete the cross-sectional plan(s) of the drain(s) including the drain dimensions, whether there will be levee banks etc.

Note: if the proposed drain involves channels of a different cross-section, please provide additional cross-section plans.



Top width of drain 1.8 m

Bottom width of drain 1.5 m

Depth 1 - 1.5 m

Berm width - left hand side 2 m

Berm width - right hand side 2 m

Levee banks (tick one):

No levee banks ☒

Levee banks on one side only ☐

Levee banks on both sides ☐

10. CHECKLIST OF OTHER APPROVALS

Draining or pumping water may require approval/consent from a number of different public authorities. Controls vary from area to area. **It is your responsibility to check what other approvals are required for your proposal.**

The following is a checklist of some of the more common types of approval that may be required:

- ☒ Approval to undertake earthworks on a road or railway – local government, Main Roads, Public Transport Authority
- ☒ Approval to undertake earthworks on other Crown land – public authority managing the land (e.g. DEC, local govt etc.)
- ☒ Development approval under a town or region planning scheme – local government, WA Planning Commission
- ☒ Approval to clear native vegetation – Department of Environment and Conservation
- ☒ Licence to take groundwater – Department of Water
- ☒ Permit to undertake earthworks on bed or banks of watercourses – Department of Water
- ☒ Referral of proposal which may impact on Ramsar wetlands – Federal Department of Environment and Heritage
- ☒ Location of cables and pipelines etc – dial 1100 before you dig
- ☒ Approval to undertake works affecting an Aboriginal site – Department of Indigenous Affairs
- ☒ Approval to undertake works affecting a heritage place – Heritage Council; local government

Please attach copies of relevant approvals listed above (if any).

11. CONSULTATION WITH DOWNSTREAM AND OTHER AFFECTED LANDHOLDERS

The two landholders immediately downstream of the land subject to the drain and any other landholder who might be adversely affected by the construction and operation of the drain should be asked to complete the form in Schedule 4.

Completed forms should be returned to the Commissioner of Soil and Land Conservation, at the address below.

12. DECLARATION(S)

All owners/occupiers that are party to the drainage/pumping proposal must sign this declaration. If the proposal is for one property, complete and sign the first box only.

I/WE DECLARE THAT THE INFORMATION IN THIS FORM AND THE ATTACHMENTS IS TRUE AND CORRECT:

Property no. ☒ 1 NAME OF OWNER/OCCUPIER
COMPANY NAME (if applicable)
SIGNATURE DATE

Property no. ☐ NAME OF OWNER/OCCUPIER
COMPANY NAME (if applicable)
SIGNATURE DATE

Property no. ☐ NAME OF OWNER/OCCUPIER
COMPANY NAME (if applicable)
SIGNATURE DATE

Property no. ☐ NAME OF OWNER/OCCUPIER
COMPANY NAME (if applicable)
SIGNATURE DATE

Property no. ☐ NAME OF OWNER/OCCUPIER
COMPANY NAME (if applicable)
SIGNATURE DATE

If insufficient room, please attach additional sheets

ONCE COMPLETED, SEND THE ORIGINAL OF THIS FORM AND ALL ATTACHMENTS TO:

**Commissioner of Soil and Land Conservation
Department of Agriculture and Food
Locked Bag 4
BENTLEY DISTRIBUTION CENTRE WA 6983**

or hand deliver to:

**Department of Agriculture and Food
3 Baron-Hay Court
SOUTH PERTH WA 6151**

YOU WILL BE NOTIFIED IN WRITING THAT YOUR NOTICE OF INTENT HAS BEEN RECEIVED. IF YOU HAVE NOT RECEIVED A RESPONSE WITHIN 14 DAYS OF SENDING YOUR NOTICE, PLEASE TELEPHONE THE COMMISSIONER'S OFFICE ON (08) 9368 3282 TO CHECK PROGRESS.

IMPORTANT: THE 90-DAY NOTICE OF INTENT PERIOD COMMENCES ON THE DAY WHEN A COMPLETE AND VALID NOTICE IS RECEIVED BY THE COMMISSIONER'S OFFICE.

SCHEDULE 4



Department of
Agriculture and Food



SOIL AND LAND CONSERVATION REGULATIONS 1992

OFFICE USE ONLY

7/04

NEIGHBOURS COMMENT FORM

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation
Department of Agriculture and Food
Locked Bag 4
BENTLEY DELIVERY CENTRE WA 6983

DEAR COMMISSIONER

I/WE* Adam James Paul Rendell AM/ARE*
(insert full name(s) here)

THE OWNER(S)/OCCUPIER(S)* OF 18650, 13403
(insert location number of your land here)

LOCATED IN THE LOCAL GOVERNMENT DISTRICT OF Corrigin
(insert local government name here)

I/WE* HAVE BEEN ADVISED BY KEN GRUBBS THAT HE/SHE
(insert name of person proposing to drain here)

PROPOSES TO DRAIN OR PUMP WATER FROM Avon Loc 44, 42, 11771, 11770
(insert location number(s) of land to be drained here)

AND DISCHARGE WATER IN THE MANNER DESCRIBED IN THE PLAN ATTACHED TO HIS/HER* NOTICE OF INTENTION TO DRAIN MADE UNDER REGULATION 5 OR 6 OF THE SOIL AND LAND CONSERVATION REGULATIONS 1992.

I/WE* HAVE CONSIDERED THIS PROPOSAL AND PROVIDE THE FOLLOWING RESPONSE:

Tick one

☒ I/WE HAVE NO OBJECTION TO THE PROPOSAL

☐ I/WE OBJECT TO THE PROPOSAL

COMMENTS:

There is already salt water passing through the
farm anyway, so there for I don't really have
a problem with it.
AM

YOURS FAITHFULLY

NAME/S Adam James Paul Rendell

ADDRESS 238 Bendering Rd

TOWN Corrigin POSTCODE 6375

SIGNATURE/S AM DATE 1-09-2022

SCHEDULE 4

SOIL AND LAND CONSERVATION REGULATIONS 1992



Department of
Agriculture and Food



OFFICE USE ONLY 7/04

NEIGHBOURS COMMENT FORM

This form is to be completed by the two landholders immediately downstream from land that is proposed to be drained or pumped and any other adjoining landholder who may be adversely affected by the proposal. The Commissioner of Soil and Land Conservation will take these comments into account in assessing the proposal.

TO: The Commissioner of Soil and Land Conservation
Department of Agriculture and Food
Locked Bag 4
BENTLEY DELIVERY CENTRE WA 6983

DEAR COMMISSIONER

I/WE: PETER LYONS & SALLY MARY RENDALL AM/ARE:
(insert full name(s) here)

THE OWNER(S)/OCCUPIER(S) OF 11766
(insert location number of your land here)

LOCATED IN THE LOCAL GOVERNMENT DISTRICT OF COORAGUI
(insert local government name here)

I/WE HAVE BEEN ADVISED BY KEVIN GARTHS THAT HE/SHE
(insert name of person proposing to drain here)

PROPOSES TO DRAIN OR PUMP WATER FROM ALONG LOC 44, 49, 11771, 11770
(insert location number(s) of land to be drained here)

AND DISCHARGE WATER IN THE MANNER DESCRIBED IN THE PLAN ATTACHED TO HIS/HER NOTICE OF INTENTION TO DRAIN MADE UNDER REGULATION 5 OR 6 OF THE SOIL AND LAND CONSERVATION REGULATIONS 1992.

I/WE HAVE CONSIDERED THIS PROPOSAL AND PROVIDE THE FOLLOWING RESPONSE

Tick one

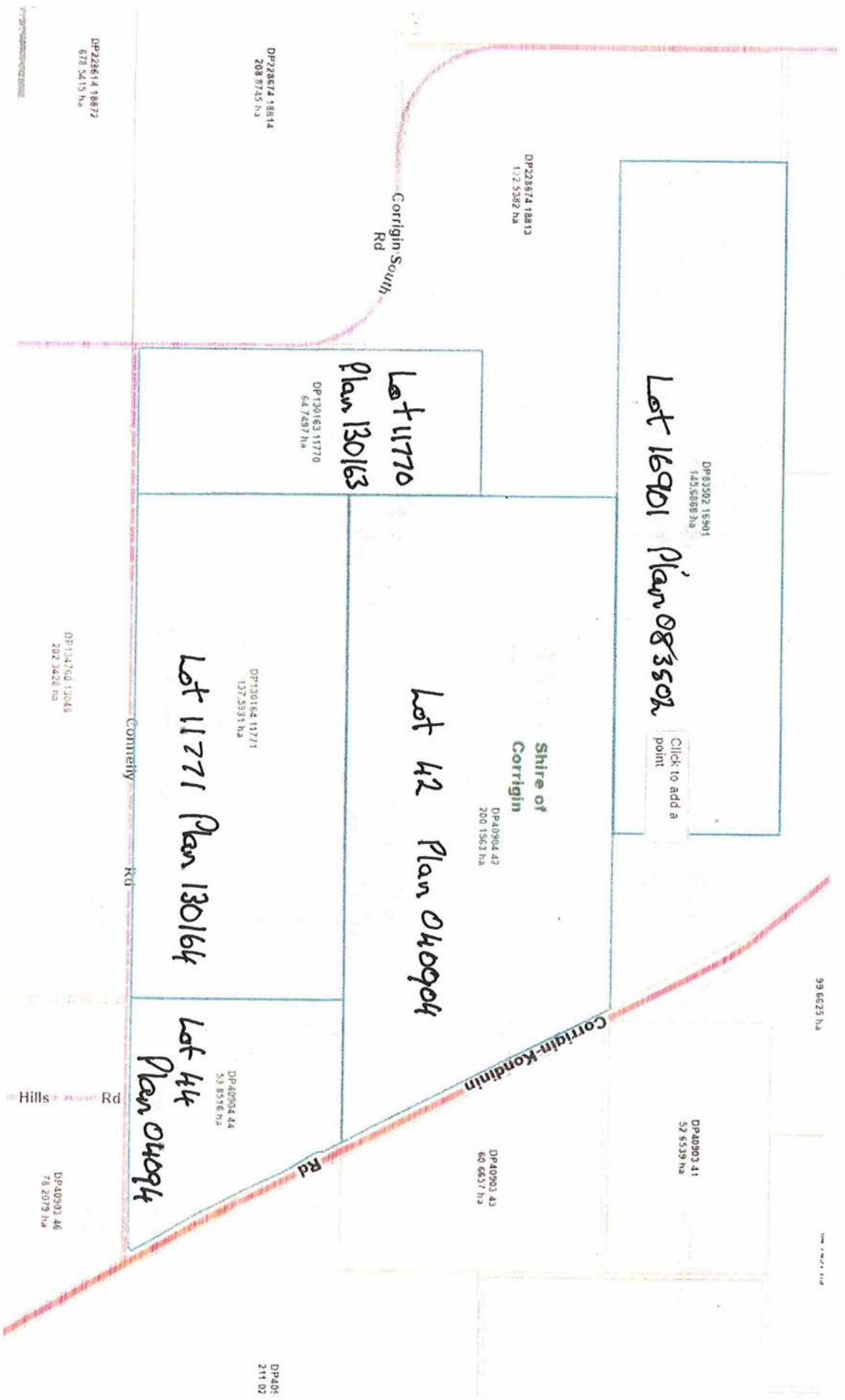
☒ I/WE HAVE NO OBJECTION TO THE PROPOSAL

☐ I/WE OBJECT TO THE PROPOSAL

COMMENTS:

YOURS FAITHFULLY

NAME/S	<u>PETER LYONS & SALLY MARY RENDALL</u>		
ADDRESS	<u>964 BENDIRIE ROAD COORAGUI</u>		
TOWN	<u>COORAGUI</u>	POSTCODE	<u>6375</u>
SIGNATURE/S	<u>[Signature]</u>	DATE	<u>2/10/22</u>



Lot 1

