



MINUTES

ORDINARY COUNCIL MEETING

17 February 2026

UNCONFIRMED

The Ordinary Council Meeting for the Shire of Corrigin held on Tuesday 17 February 2026 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 4.00pm.

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The President Cr. S Jacobs approved the request from Cr. M Leach and Cr. D Hickey to join the meeting via electronic means (Microsoft Teams). Cr. D Hickey and Cr. M Leach confirmed that they can maintain confidentiality for the meeting.

1 DECLARATION OF OPENING

The President Cr. S Jacobs opened the meeting at 4:01pm and acknowledged the Noongar people as the traditional custodians of the land and paid respects to elders past and present as well as the pioneering families who shaped the Corrigin area into the thriving community we enjoy today.

Councillors, staff and members of the public were advised that the Council meeting was being recorded for future publication.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Shire President
Deputy President

Cr. S L Jacobs
Cr. M R Leach (Via Teams)
Cr. D L Hickey (Via Teams)
Cr. M B Dickinson
Cr. H V Talbot
Cr. D L Smith
Cr. W T E Dyer

Chief Executive Officer
Executive Support Officer

N A Manton
J M Filinski

1 member of the public

APOLOGIES

Deputy Chief Executive Officer

M T Henry

3 DECLARATIONS OF INTEREST

Cr. S Jacobs, Cr. M Leach and Cr. D Smith declared an impartiality interest in Item 8.2.2 – Crisp Wireless Agreement as they are customers of Crisp Wireless.

4 PUBLIC QUESTION TIME

NIL

5 MEMORIALS

The Shire has been notified that Bob Stevens and Kevin Fox have passed away since the last Council Meeting.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS COUNCIL MEETING

7.1.1 ORDINARY COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 16 December 2025 (Attachment 7.1.1).

OFFICERS RECOMMENDATION

1/2026 Moved: Cr. Dickinson Seconded: Cr. Talbot

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 16 December 2025 (Attachment 7.1.1) be confirmed as a true and correct record, subject to a typographical correction to the Attachment 8.2.7.1 - Annual Report.

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

7.2 COMMITTEE MEETINGS

7.2.1 ANNUAL ELECTORS MEETING

Minutes of the Annual Electors meeting held on Tuesday 3 February 2026 (Attachment 7.2.1).

OFFICERS RECOMMENDATION

2/2026 Moved: Cr. Dickinson Seconded: Cr. Dyer

That the minutes of the Annual Electors meeting held on Tuesday 3 February 2026 be received (Attachment 7.2.1).

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

7.2.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of the Local Emergency Management Committee meeting held on Monday 9 February 2026 (Attachment 7.2.2).

OFFICERS RECOMMENDATION

3/2026 Moved: Cr. Dyer Seconded: Cr. Smith

That Council receives and notes the Minutes of the Local Emergency Management Committee meeting held on Monday 9 February 2026 (Attachment 7.2.2).

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	03/02/2026
Reporting Officer:	Tanya Ludlow, Finance / Human Resources Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.1.1 – Accounts for Payment – December 2025 Attachment 8.1.1.2 – Accounts for Payment – January 2026

SUMMARY

Council is requested to note the payments from the Municipal and Trust funds as presented in the Schedule of Accounts Paid for the months of December 2025 and January 2026.

BACKGROUND

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* Section 6.8 (2)(b) and *Local Government (Financial Management) Regulations 1996* Clause 13.

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.

All payments are independently assessed by the Deputy Chief Executive Officer, to confirm that all 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 there has been no misuse of any corporate credit or fuel purchase cards.

COMMENT

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required. A list of all payments is to be presented to Council each month and be recorded in the minutes of the meeting at which the list was presented.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Policy 3.1 – Purchasing Policy
Policy 3.14 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
Strong Governance and Leadership**

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.2	Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals.
		4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

4/2026 Moved: Cr. Dickinson

Seconded: Cr. Dyer

That Council receives the list of accounts paid during the months of December 2025 and January 2026 as per the attached Schedules of Payment, and as summarised below:

December 2025

Municipal Account (inclusive of credit card and fuel card purchases)

EFT Payments	EFT22129 – EFT22245	\$603,455.45
Direct Debit Payments		\$136,405.09
EFT Payroll Payments		\$163,383.73
Total Municipal Account Payments		\$903,244.27

Trust Account

EFT Payments	EFT22127 – EFT22128	\$173.85
Total Trust Account Payments		\$173.85

Licensing Trust Account

Direct Debit Payments		\$81,354.80
Total Licensing Trust Account Payments		\$81,354.80

Total of all Accounts		\$984,772.92
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January 2026

Municipal Account (inclusive of credit card and fuel card purchases)

EFT Payments	EFT22248 – EFT22320	\$773,764.17
Direct Debit Payments		\$71,141.87
EFT Payroll Payments		\$148,969.30
Total Municipal Account Payments		\$993,875.34

Trust Account

EFT Payments	EFT22246 – EFT22247	\$43.45
Total Trust Account Payments		\$43.45

Licensing Trust Account

Direct Debit Payments		\$38,349.45
Total Licensing Trust Account Payments		\$38,349.45

Total of all Accounts **\$1,032,268.24**

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil

UNCONFIRMED

8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	11/02/2026
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	FM.0037
Attachment Ref:	Attachment 8.1.2.1 – Monthly Financial Report for the period ending 31 December 2025 Attachment 8.1.2.2 – Monthly Financial Report for the period ending 31 January 2026

SUMMARY

This report provides Council with the monthly financial report for the month ending 31 December 2025 and 31 January 2026.

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

The Shire is required to prepare the Statement of Financial Activity as per *Local Government (Financial Management) Regulation 34* but can resolve to have supplementary information included as required. All mandatory information is provided, and the closing surplus balances to the net current assets at 31 December 2025 and 31 January 2026.

Item - December 2025	Reference
<p>Cash at Bank The total cash as at 31 December 2025 was \$9,315,684 This is composed of \$158,099 municipal funds (Municipal Bank Account and various till floats), \$4,890,129 in short term investment, and \$4,267,455 in reserve funds.</p>	<p>Page 10 – Cash and Financial Assets Page 11 – Reserve Accounts</p>
<p>Capital Acquisitions The capital budget is approximately 20.42% complete at 31 December 2025. This is due to projects commencing after seeking quotes following the budget adoption.</p>	<p>Page 12 – Capital Acquisitions Page 13 – Capital Acquisitions Continued Page 14 – Disposal of Assets</p>
<p>Receivables Rates outstanding is \$343,207 with 92.4% of rates collected for the year compared to 91.4% in December 2024. Current receivables of \$217,541 which includes Main Roads Recoups.</p>	<p>Page 15 – Receivables</p>

Item - December 2025	Reference
<p>Closing Funding Surplus/(Deficit) Year to date (YTD) actual closing balance is \$5,480,739 which is composed of \$10,046,342 Current Assets less \$581,642 Current Liabilities less \$3,983,961 Adjustments to Net Current Assets.</p>	<p>Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.</p>

Item - January 2026	Reference
<p>Cash at Bank The total cash as at 31 January 2026 was \$8,757,640 This is composed of \$393,866 municipal funds (Municipal Bank Account and various till floats), \$4,096,319 in short term investment, and \$4,267,455 in reserve funds.</p>	<p>Page 10 – Cash and Financial Assets Page 11 – Reserve Accounts</p>
<p>Capital Acquisitions The capital budget is approximately 32.84% complete at 31 January 2026. This is due to projects commencing after seeking quotes following the budget adoption.</p>	<p>Page 12 – Capital Acquisitions Page 13 – Capital Acquisitions Continued Page 14 – Disposal of Assets</p>
<p>Receivables Rates outstanding is \$150,843 with 95.4% of rates collected for the year compared to 93.5% in January 2025. Current receivables are \$37,137.</p>	<p>Page 15 – Receivables</p>
<p>Closing Funding Surplus/(Deficit) Year to date (YTD) actual closing balance is \$4,572,261 which is composed of \$9,244,689 Current Assets less \$688,467 Current Liabilities less \$3,983,961 Adjustments to Net Current Assets.</p>	<p>Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.</p>

Further information on both the December 2025 and January 2026 financial position is in the explanation of material variances included in each of the monthly financial reports, please refer to page 6.

STATUTORY ENVIRONMENT

- s. 6.4 Local Government Act 1995, Part 6 – Financial Management
- r. 34 Local Government (Financial Management) Regulations 1996
- r. 35 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.2	Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals.
		4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

5/2026 Moved: Cr. Smith

Seconded: Cr. Talbot

That Council accepts the Statement of Financial Activity for the month ending 31 December 2025 and Statement of Financial Activity for the month ending 31 January 2026 as presented, along with notes of any material variances.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

UNCONFIRMED

8.2 GOVERNANCE AND COMPLIANCE

8.2.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE RECOMMENDATIONS

Applicant:	Local Emergency Management Committee
Date:	9/02/2026
Reporting Officer:	Jarrad Filinski, Executive Support Officer
Disclosure of Interest:	NIL
File Ref:	ES.0024
Attachment Ref:	Confidential Attachment 8.2.1.1 - Local Emergency Management Arrangements Attachment 8.2.1.2 - Local Recovery Management Plan Attachment 8.2.1.3 - Emergency Evacuation Plan

SUMMARY

Council is requested to adopt the Local Emergency Management Arrangements, Local Recovery Management Plan and Emergency Evacuation Plan.

BACKGROUND

The Local Emergency Management plans were reviewed and updated by the LEMC at the committee meeting on 9 February 2026.

COMMENT

Each year Local Emergency Management Plans are to be submitted to the District Emergency Management Committee and then forwarded to the State Emergency Management Committee for endorsement. A major five yearly review of the documents is due and anticipated to be completed in the second half of 2026.

STATUTORY ENVIRONMENT

Local Emergency Management Act 2005
s.39 Local Emergency Management Committees

POLICY IMPLICATIONS

9.2 Bushfire Control

FINANCIAL IMPLICATIONS

The cost of administration of the LEMC is approximately \$200 per annum.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.4	Investigate shared services and resourcing through partnerships
		4.1.5	Continue to implement, monitor and report against the Integrated Planning and Reporting milestones

VOTING REQUIREMENT

Simple Majority

COMMITTEE & OFFICER'S RECOMMENDATION

6/2026 Moved: Cr. Dickinson

Seconded: Cr. Dyer

That Council adopt the following revised documents:

- *Local Emergency Management Arrangements.*
- *Local Recovery Management Plan.*
- *Emergency Evacuation Plan.*

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

UNCONFIRMED

Cr. S Jacobs, Cr. M Leach and Cr. D Smith declared an impartiality interest in Item 8.2.2 – Crisp Wireless Agreement and advised that they would consider the matter and vote in an unbiased manner.

8.2.2 CRISP WIRELESS AGREEMENT

Applicant:	Crisp Wireless
Date:	10/02/2026
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	EST.0003 A10047
Attachment Ref:	Attachment 8.2.2.1 – Design Pack Confidential Attachment 8.2.2.2 - Draft Licence Agreement

SUMMARY

This item seeks Council consideration of the request from CRISP Wireless to enter into a new agreement for demolition of the existing radio mast and construction of a new tower on a portion of 24 Larke Street (Lot 625) Corrigin.

BACKGROUND

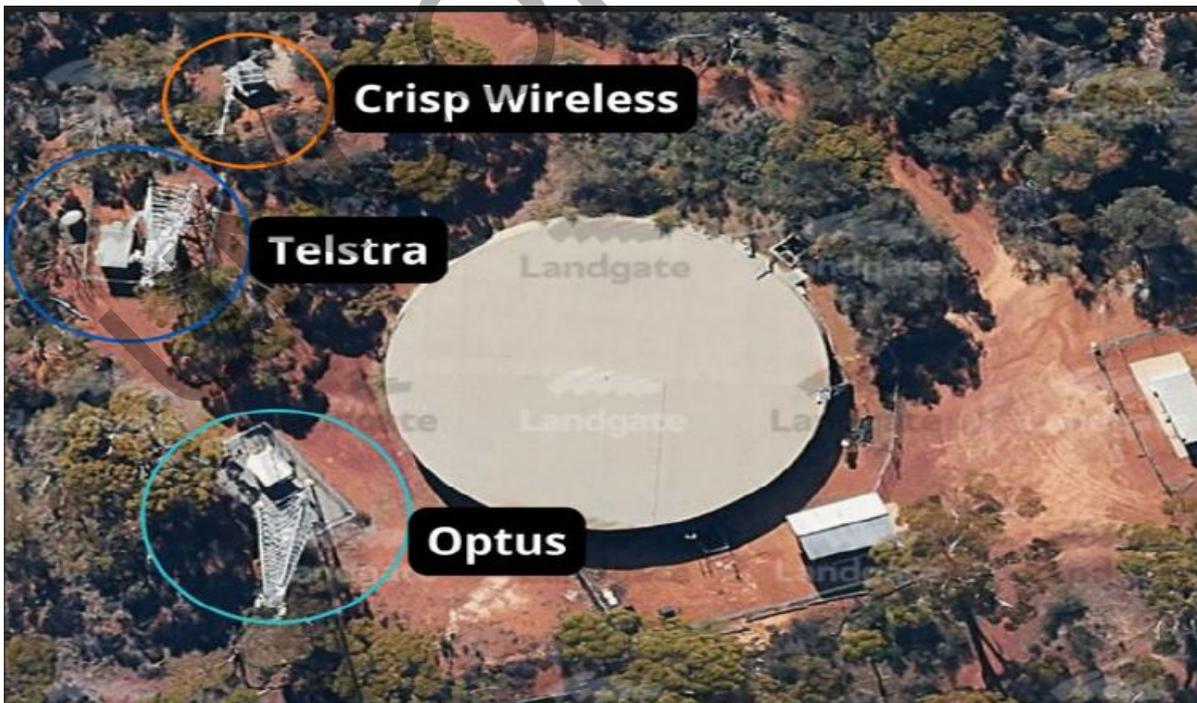
The Shire of Corrigin entered into a lease agreement with CRISP Wireless in 2022 for a five year term ending in 2027 with an option of a further term by agreement for the installation of telecommunications equipment on the existing tower at 24 (Lot 625) Larke Street, Corrigin. As a condition of the lease CRISP Wireless were required to obtain structural engineering certification of the tower within 12 months of the lease being signed.

CRISP Wireless advised the Shire of Corrigin in November 2025 that they have not been able to obtain engineering certification of the structure as the construction details are unknown. The company is proposing to replace the tower at their cost with a self-supporting 35m tower with structural certification. All equipment on the existing tower would be transferred to the new structure, with permissions obtained as needed.

The applicant has submitted a development application for the demolition of the existing 16 metre mast and construction of a new 35 metre high self supporting tower on the same location as shown in the diagrams below.



Location of existing radio mast at Lot 625 on Deposited Plan 406791 on part of the property known as 24 Larke Street Corrigin described in Certificate of Title Volume 2912 Folio 931



Site plan showing telecommunications towers

The specifications of the proposed new tower are provided in Attachment 8.2.2.1 and details of the licence agreement in Confidential Attachment 8.2.2.2 Draft Licence Agreement.

The existing standalone power system with solar panels on the roof of the existing hut would remain as part of the development.

CRISP Wireless have proposed an initial agreement of a 10 year term with option for extension of a further six years.

COMMENT

The Shire of Corrigin has entered into similar lease agreements with Telstra, Optus and United Christian Broadcasters Australia for the installation of mobile phone and radio broadcasting equipment. The terms of the draft licence agreement are similar to the existing lease with CRISP Wireless.

It is recommended that the existing lease be terminated and a new licence agreement with CRISP Wireless be negotiated based on the terms of the draft agreement in Confidential Attachment 8.2.2.2 pending acceptance of the development application. The agreement would be made on the condition that existing telecommunications facilities such as radio mast, Telstra and Optus reception and bush fire network are not adversely affected. CRISP Wireless would be required to remove the equipment if any interference is encountered or problems occurred.

The Shire of Corrigin previously provided a letter of support for CRISP Wireless to obtain grant funding for the future expansion of the telecommunications network in the area. For several years the Shire of Corrigin has experienced major challenges with poor telecommunications services and any improvements are welcomed. Additional towers will benefit the Corrigin community by providing improved telecommunications and broadband connectivity. It is expected that the new towers will deliver faster and more reliable internet and data connections that will benefit rural and regional areas.

The Department of Fire and Emergency Services (DFES) have confirmed that the old mid band radio repeater is currently attached to the former bushfire radio tower. According to DFES there was previously a 50/50 grant scheme operating for equipment and communications and the Corrigin tower was most likely installed with this grant. The radio equipment has been decommissioned and no maintenance has been done since the WAERN radio replaced the mid band radios.

The radio repeater for St John Ambulance was also located on the tower but is no longer functional. The President of St John Ambulance Corrigin sub centre has confirmed that they do not currently use the radios but may reinstate them as a communication option if the mobile phone tower is not working.

All costs associated with the transfer of equipment to the new tower including mid band bush fire repeater system and removal of redundant equipment will be covered by CRISP Wireless.

STATUTORY ENVIRONMENT

Local Government Act 1995

3.58. *Disposing of property*

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) it gives local public notice of the proposed disposition —*
 - (i) describing the property concerned; and*
 - (ii) giving details of the proposed disposition; and*
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) the names of all other parties concerned; and*
 - (b) the consideration to be received by the local government for the disposition; and*
 - (c) the market value of the disposition —*
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

*Local Government (Functions and General) Regulations
30. Dispositions of property excluded from Act s. 3.58*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of terminating the existing lease and advertising the new licence agreement to be paid by the licensee.

The independent valuation report prepared by Asset Valuation Advisory in April 2025 estimated the value of telecommunication tower rental in rural towns was \$70 to \$100 per m2 per annum. Based on valuation report the estimated value of the CRISP agreement is \$3,500 to \$5,000 per annum.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Economy

A strong, divers local economy

Council Plan			
Outcome	Strategies	Action No.	Actions
2.2	Improve the town central business district and housing options	2.2.1	Continue to develop the Main Street enhancement in conjunction with the business community
		2.2.2	Identify and coordinate residential and industrial land assembly and headworks

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

7/2026 Moved: Cr. Smith

Seconded: Cr. Hickey

That Council:

1. *Support in principle the application by CRISP Wireless to demolish the existing bushfire radio mast and build a new self-supporting telecommunications tower on portion of Lot 625 on Deposited Plan 406791, 24 Larke Street Corrigin subject to development approval.*
2. *Agree to terminate the current lease agreement with CRISP Wireless.*
3. *Delegate authority for CEO to negotiate the terms and conditions of an agreement between Shire of Corrigin and CRISP Wireless based on the draft licence in confidential attachment 8.2.2.2 for the demolition of the existing radio mast and construction of a new self-supporting telecommunications tower on a portion of Lot 625 on Deposited Plan 406791, 24 Larke Street Corrigin.*
4. *Authorise the CEO to give local public notice of the intention to enter into an agreement with CRISP Wireless in accordance with section 3.58 of the Local Government Act 1995.*
5. *Subject to there being no objections or submissions from the advertising process, delegates authority to the CEO to enter into an agreement on behalf of the Shire of Corrigin with CRISP Wireless.*

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

UNCONFIRMED

8.3 WORKS AND SERVICES

9 CHIEF EXECUTIVE OFFICER REPORT

The Chief Executive Officer report was provided to Council during the Discussion Forum

10 PRESIDENT'S REPORT

The President gave an overview of meetings and events attended.

11 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS

Cr. Talbot gave an overview of meetings and events attended.

Cr. Smith gave an overview of meetings attended.

12 URGENT BUSINESS APPROVED BY THE PRESIDENT OR DECIDED BY THE COUNCIL

13 INFORMATION BULLETIN

14 WALGA AND CENTRAL ZONE MOTIONS

15 NEXT MEETING

Ordinary Council Meeting on 17 March 2026 at 4pm.

16 MEETING CLOSURE

The President Cr. S Jacobs closed the meeting at 4:20pm.

UNCONFIRMED



Agenda Attachments

FEBRUARY 2026

ATTACHMENT 7.1.1 - COUNCIL MINUTES – 16 DECEMBER 2025

ATTACHMENT 7.2.1 - ANNUAL ELECTORS MEETING – 3 FEBRUARY 2026

ATTACHMENT 7.2.2 - LEMC MINUTES – 9 FEBRUARY 2026

ATTACHMENT 8.1.1.1 - ACCOUNTS FOR PAYMENT – DECEMBER 2025

ATTACHMENT 8.1.1.2 - ACCOUNTS FOR PAYMENT – JANUARY 2026

ATTACHMENT 8.1.2.1 - MONTHLY FINANCIAL REPORT DECEMBER 2025

ATTACHMENT 8.1.2.2 - MONTHLY FINANCIAL REPORT JANUARY 2026

**ATTACHMENT 8.2.1.1 - LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS
(PROVIDED SEPARATELY)**

ATTACHMENT 8.2.1.2 – LOCAL RECOVERY PLAN

ATTACHMENT 8.2.1.3 - EVACUATION PLAN

ATTACHMENT 8.2.2.1 – DESIGN PACK

**ATTACHMENT 8.2.2.2 – DRAFT LICENCE AGREEMENT (PROVIDED
SEPARATELY)**



MINUTES

ORDINARY COUNCIL MEETING

16 December 2025

The Ordinary Council Meeting for the Shire of Corrigin held on Tuesday 16 December 2025 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 4.00pm.

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1 DECLARATION OF OPENING

The President Cr. S Jacobs opened the meeting at 4:04pm and acknowledged the Noongar people as the traditional custodians of the land and paid respects to elders past and present as well as the pioneering families who shaped the Corrigin area into the thriving community we enjoy today.

Councillors, staff and members of the public were advised that the Council meeting was being recorded for future publication.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Shire President
Deputy President

Cr. S L Jacobs
Cr. M R Leach
Cr. D L Hickey
Cr. M B Dickinson
Cr. H V Talbot
Cr. D L Smith
Cr. W T E Dyer

Chief Executive Officer
Deputy Chief Executive Officer
Executive Support Officer

N A Manton
M T Henry
J M Filinski

Two members of the public

3 DECLARATIONS OF INTEREST

Cr Jacobs declared a financial interest in Items 8.2.1 and 8.2.2
Cr. M Leach declared a financial interest in Items 8.2.1 and 8.2.2
Cr. D Hickey declared a financial interest in Items 8.2.1 and 8.2.2
Cr. H Talbot declared an indirect financial interest in items 8.2.1 and 8.2.2
Cr. W Dyer declared an impartiality interest in items 8.2.1 and 8.2.2
CEO N Manton declared a financial interest in Items 8.2.1 and 8.2.2

Cr. Jacobs declared an impartiality interest in item 8.2.9
Cr. Leach declared an impartiality interest in item 8.2.9
Cr. Hickey declared an impartiality interest in item 8.2.9
Cr. Dickinson declared an impartiality interest in item 8.2.9
Cr. Smith declared an impartiality interest in item 8.2.9
Cr. Dyer declared an impartiality interest in item 8.2.9
Cr. Talbot declared an impartiality interest in item 8.2.9

Cr. S Jacobs declared an impartiality interest in item 8.2.11
Cr. H Talbot declared an impartiality interest in item 8.2.11

4 PUBLIC QUESTION TIME

NIL

5 MEMORIALS

The Shire of Corrigin acknowledges the passing of Mark Mudie, Shire Deputy President of Ravensthorpe and send condolences to his family and friends.

The Shire of Corrigin acknowledges the passing of Mrs Hilary Job and Mrs Cynthia Matthews, Cr Hickey's mother in law, who have passed away since the last Council meeting.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

K Baldwin addressed Council and discussed some of the history behind the locomotive that is currently at the Community Resource Centre. The Museum would like to take care of the locomotive and keep it in the shed where it will be well looked after.

K Baldwin also discussed the Dusty Boots Festival due to be held over the Easter period in 2026.

Cr. Leach asked what the \$15 entry fee was funding

K Baldwin explained the intention is to not have an entry fee if possible. The entry fee will only be charged if insufficient funding is obtained to cover the cost of holding the event and it is not intended to be a fundraiser for the Museum.

Cr. Talbot asked if the Gayfer family had been consulted with regarding the move of the locomotive as it was originally donated by them to the Corrigin Community.

K Baldwin agreed to consult the Gayfer family to ensure they are happy with the idea of moving the locomotive.

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS COUNCIL MEETING

7.1.1 ORDINARY COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 18 November 2025 (Attachment 7.1.1).

COUNCIL RESOLUTION

131/2025 Moved: Cr. Hickey Seconded: Cr. Dyer

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 18 November 2025 (Attachment 7.1.1) be confirmed as a true and correct record.

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

7.2 COMMITTEE MEETINGS

7.2.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE

Minutes of the Audit, Risk and Improvement Committee meeting held on Tuesday 9 December 2025 (Attachment 7.2.1).

COUNCIL RESOLUTION

132/2025 Moved: Cr. Talbot Seconded: Cr. Leach

That Council receives and notes the minutes of the Audit, Risk and Improvement Committee meeting held on Tuesday 9 December 2025 (Attachment 7.2.1).

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	04/12/2025
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 – November 2025

SUMMARY

Council is requested to note the payments from the Municipal and Trust funds as presented in the Schedule of Accounts Paid for the month of November 2025.

BACKGROUND

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* Section 6.8 (2)(b) and *Local Government (Financial Management) Regulations 1996* Clause 13.

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.

All payments are independently assessed by the Deputy Chief Executive Officer, to confirm that all 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 there has been no misuse of any corporate credit or fuel purchase cards.

COMMENT

Council has delegated authority to the Chief Executive Officer to make payments from the Shire's Municipal and Trust funds as required. A list of all payments is to be presented to Council each month and be recorded in the minutes of the meeting at which the list was presented.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Policy 3.1 – Purchasing Policy
Policy 3.14 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.2	Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals.
		4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

133/2025 Moved: Cr. Hickey

Seconded: Cr. Smith

That Council receives the list of accounts paid during the month of November 2025 as per the attached Schedule of Payment, and as summarised below:

Municipal Account (inclusive of credit card and fuel card purchases)

<i>EFT Payments</i>	<i>EFT22002 – EFT22126</i>	<i>\$337,758.20</i>
<i>Direct Debit Payments</i>		<i>\$65,328.11</i>
<i>EFT Payroll Payments</i>		<i>\$170,355.59</i>

Total Municipal Account Payments* *\$573,441.90

Trust Account

<i>EFT Payments</i>	<i>EFT22000 – EFT22001</i>	<i>\$49.10</i>
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Total Trust Account Payments* *\$49.10

Edna Stevenson Trust Account

<i>EFT Payments</i>	<i>EFT22038</i>	<i>\$2,802.20</i>
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Total Edna Stevenson Trust Account Payments* *\$2,802.20

Licensing Trust Account

<i>Direct Debit Payments</i>		<i>\$51,559.45</i>
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Total Licensing Trust Account Payments* *\$51,559.45

Total of all Accounts

\$627,852.65

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.1.2 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	10/12/2025
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	FM.0037
Attachment Ref:	Attachment 8.1.2 – Monthly Financial Report for the period ending 30 November 2025

SUMMARY

This report provides Council with the monthly financial report for the month ending 30 November 2025.

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

The Shire is required to prepare the Statement of Financial Activity as per *Local Government (Financial Management) Regulation 34* but can resolve to have supplementary information included as required. All mandatory information is provided, and the closing surplus balances to the net current assets at 30 November 2025.

Item	Reference
<p>Cash at Bank The total cash as at 30 November 2025 was \$9,750,959 This is composed of \$599,832 municipal funds (Municipal Bank Account and various till floats), \$4,883,672 in short term investment, and \$4,267,455 in reserve funds.</p>	<p>Page 10 – Cash and Financial Assets Page 11 – Reserve Accounts</p>
<p>Capital Acquisitions The capital budget is approximately 13.14% complete at 30 November 2025. This is due to projects commencing after seeking quotes following the budget adoption.</p>	<p>Page 12 – Capital Acquisitions Page 13 – Capital Acquisitions Continued Page 14 – Disposal of Assets</p>
<p>Receivables Rates outstanding is \$343,207 with 90.9% of rates collected for the year compared to 88.1% in November 2024. Current receivables of \$38,930.</p>	<p>Page 15 – Receivables</p>
<p>Closing Funding Surplus/(Deficit) Year to date (YTD) actual closing balance is \$6,022,467 which is composed of \$10,594,860 Current Assets less \$639,572 Current Liabilities less \$3,932,821 Adjustments to Net Current Assets.</p>	<p>Page 5 – Note 2(a) Net current assets used in the Statement of Financial Activity.</p>

Further information on the November 2025 financial position is in the explanation of material variances included in each of the monthly financial reports, please refer to page 6.

STATUTORY ENVIRONMENT

s. 6.4 Local Government Act 1995, Part 6 – Financial Management
 r. 34 Local Government (Financial Management) Regulations 1996
 r. 35 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
 Strong Governance and Leadership**

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.2	Long term financial plans are implemented and monitored to assist with the timing and achievement of our goals.
		4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

134/2025 Moved: Cr. Leach

Seconded: Cr. Talbot

That Council accepts the Statement of Financial Activity for the month ending 30 November 2025 as presented, along with notes of any material variances.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2 GOVERNANCE AND COMPLIANCE

Items 8.2.1 Development Application – New Covered Washdown Bay and 8.2.2 Development Application – Proposed Alterations and Additions to CBH Bulyee were deferred to later in the meeting pending approval from the Minister for a Councillor with a declared financial interest to remain in the meeting to maintain a quorum.

8.2.3 INFORMATION AND COMMUNICATION STRATEGIC PLAN 2025-2030

Applicant:	Shire of Corrigin
Date:	5/12/2025
Reporting Officer:	Myra Henry – Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	IT.0001
Attachment Ref:	Attachment 8.2.3 – ICT Strategic Plan 2025–2030

SUMMARY

This item seeks Council endorsement of the Shire of Corrigin Information and Communication Technology (ICT) Strategic Plan 2025–2030 as part of the Integrated Planning and Reporting (IPR) Framework.

BACKGROUND

The Shire of Corrigin has recently reviewed the strategic planning framework. What was previously known as the Community Strategic Plan and Corporate Business Plan is now consolidated into the Council Plan. This plan guides how the Shire will operate and deliver projects and services over the medium to long term.

To ensure the Council Plan remains current and reflects community priorities, a minor review is undertaken every two years and a full review every four years. Supporting the Council Plan are a series of strategic and business plans that deliver short-, medium-, and long-term objectives. The ICT Strategic Plan is one of these key documents within the Integrated Planning and Reporting (IPR) Framework.

The need for an ICT Strategic Plan was highlighted in the 2023/24 audit findings, which noted that the Shire of Corrigin Strategic Plan did not include information technology. Adoption of this plan addresses that finding and aligns with best practice under the WA IPR Framework, which recommends ICT planning to support governance, risk management, and service delivery.

The Office of the Auditor General (OAG) also recommends that local governments maintain robust ICT governance and cybersecurity measures to mitigate risks and ensure compliance with legislative obligations. This plan responds to those recommendations by providing a structured approach to ICT governance, risk management, and digital transformation.

COMMENT

The ICT Strategic Plan 2025–2030 establishes a clear framework for guiding investment, maintenance, and innovation in the Shire’s ICT systems. It ensures the digital environment supports efficient service delivery, meets regulatory obligations, and aligns with the Western Australian Local Government ICT and Cyber Security Framework.

The primary objectives of the plan include:

- Modernising technology infrastructure
- Improving cybersecurity resilience
- Supporting reliable and secure operations
- Transitioning to cloud-first digital services by 2030

The key objectives of the plan are to:

- Maintain a resilient and secure ICT infrastructure aligned to Essential Eight Maturity Level 2+. The Essential Eight is a set of strategies recommended by the Australian Cyber Security Centre (ACSC) to protect against cyber threats. Maturity Level 2+ means these strategies are applied consistently and effectively—for example, timely patching, strict control of admin access, and tested backups. This ensures systems remain secure and resilient to prevent, detect, and recover from cyber incidents.
- Ensure ICT investments deliver measurable value for the community
- Modernise the Shire’s ERP system and business applications to enable data-driven decision-making.
 - An ERP system (Enterprise Resource Planning) is software that brings together all the main parts of an organisation—like finance, payroll, HR, assets, and customer services—into one system. Instead of having separate programs that don’t talk to each other, ERP makes everything connected and easier to manage.
- Strengthen ICT governance and align policies with Department of Local Government, Industry Regulation and Safety (LGIRS) frameworks
- Support staff with reliable technology tools and remote access capability

Cybersecurity Risks

Cybersecurity remains a critical risk area for local governments, as highlighted by the Office of the Auditor General (OAG) in its reports on ICT governance and security. The increasing frequency and sophistication of cyber threats pose risks to service continuity, data integrity, and community trust.

The ICT Strategic Plan addresses these risks by:

- Aligning with the Australian Cyber Security Centre (ACSC) Essential Eight framework to achieve Maturity Level 2+
- Implementing multi-factor authentication and privileged access management
- Regular patching of applications and operating systems
- Reviewing and updating current Cybersecurity Policy and Incident Response Plan
- Conducting annual disaster recovery and penetration testing exercises

These measures will reduce the likelihood and impact of cyber incidents, ensuring compliance with OAG recommendations and best practice standards.

STATUTORY ENVIRONMENT

Local Government Act 1995 – s5.56 Planning for the Future

Local Government (Administration) Regulations 1996

The Local Government Act 1995, section 5.41, specifies the functions of the CEO.- s5.41.

Functions of CEO

POLICY IMPLICATIONS

4.8 – Change Management Policy

FINANCIAL IMPLICATIONS

The ICT Strategic Plan will be integrated with the Long-Term Financial Plan, future Annual Budgets and includes projected costs for hardware, software, cybersecurity, and ERP implementation.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.1	Investigate the best option and budget for financial management systems for effective governance and administration of Council
		4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

135/2025 Moved: Cr. Leach

Seconded: Cr. Dickinson

That Council:

1. *Endorse the ICT Strategic Plan 2025–2030 as part of the Shire of Corrigin Integrated Planning and Reporting Framework.*
2. *Note that implementation will occur progressively in line with the Long-Term Financial Plan and annual budget processes.*

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.4 CARAVAN PARK LEASE EXTENSION

Applicant:	Shire of Corrigin
Date:	8/12/2025
Reporting Officer:	Regan Chester, Administration Officer
Disclosure of Interest:	NIL
File Ref:	CP.0065
Attachment Ref:	NIL

SUMMARY

Council is asked to consider authorising the Chief Executive Officer to extend the current lease of the Corrigin Caravan Park with Rick Button and Rhys Walsh.

BACKGROUND

Council entered into a lease agreement with Rick Button and Rhys Walsh in March 2023 for the operation of the Corrigin Caravan Park. The current lease commenced on 1 March 2023 for a three-year term, with an option to extend for an additional five years.

The lessee has provided notice in writing to the CEO that they wish to extend the lease for the further five year term as outlined in the current lease.

The caravan park land and ablution block are owned by the Shire of Corrigin on a freehold basis. The current lessee owns the office and other minor infrastructure in the park.

COMMENT

A new ablution and amenities building was installed at the caravan park in 2021 which slightly increased the market value and market rental value of the property. The lease value has been adopted into the 2025/2026 budget and a patio upgrade around the amenities building is currently being organised.

Extending the lease provides Council with an opportunity to continue supporting regional tourism and encourages the lessees to participate in local, regional, and state tourism initiatives, benefiting the Corrigin economy.

STATUTORY ENVIRONMENT

Local Government Act 1995

3.58. Disposing of property

Local Government (Functions and General) Regulations

30. Dispositions of property excluded from Act s. 3.58

Caravan Parks and Camping Grounds Act 1995

Caravan Parks and Camping Grounds Regulations 1997

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Income from the lease of the Corrigin Caravan Park was adopted in the 2025/2026 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin - Council Plan 2025-2035

Objective: Economic

A strong, diverse local economy

Council Plan			
Outcome	Strategies	Action No.	Priority Action
2.3	Promote the visitor experience, particularly nature based tourism	2.3.1	Aesthetic improvements to each of the town entry areas

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

136/2025 Moved: Cr. Hickey

Seconded: Cr. Dickinson

That Council authorise the Chief Executive Officer to exercise the option to extend the lease agreement for the Corrigin Caravan Park for a further five-year term from the current lease expiry date.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.5 POLICY UPDATE AUTHORISATION TO PURCHASE GOODS AND SERVICES

Applicant:	Shire of Corrigin
Date:	3/12/2025
Reporting Officer:	Jarrad Filinski, Executive Support Officer
Disclosure of Interest:	NIL
File Ref:	CM.0059
Attachment Ref:	Attachment 8.2.5 – Authorisation to Purchase Goods and Services Policy

SUMMARY

Council is requested to endorse the updated Policy 3.2 – Authorisation to Purchase Goods and Services. The revised policy incorporates new segregation-of-duties requirements for high-value purchases and clarifies authorisation thresholds, addressing recommendations arising from the Regulation 5 and Regulation 17 reviews.

BACKGROUND

The *Local Government (Audit) Regulations 1996 Regulation 17* and *Local Government (Financial Management) Regulations 1996 Regulation 5* require to CEO to review the integrity of the Shire of Corrigin financial and risk management systems to confirm the appropriateness and effectiveness of the systems and processes. The most recent Regulation 5 and Regulation 17 reviews identified opportunities to strengthen internal controls in the Shire's purchasing and payment processes.

In particular, the review recommended establishing a threshold at which the ordering and authorising functions must be separated, ensuring clear segregation of duties for higher risk or higher value transactions.

Management has reviewed existing purchasing and creditor processes, resulting in the inclusion of a new requirement in Policy 3.2 mandating that the Ordering Officer and Authorising Officer be different individuals for purchases above specified thresholds. Minor clarifications have also been incorporated to ensure the policy accurately reflects current practices.

A track changed version of the updated Policy 3.2 - Authorisation to Purchase Goods and Services is provided in Attachment 8.2.5.

COMMENT

The revised policy further strengthens the Shire's existing internal control environment by formalising segregation of duties requirements for:

- all purchases exceeding \$50,000 (including GST), and
- minor plant, equipment and tyre purchases exceeding \$1,000.

These measures respond directly to recommendations from the Regulation 5 and Regulation 17 reviews and improve control over procurement and payment processes.

The amendments enhance transparency, strengthen risk management, and support improved governance practices across the organisation.

STATUTORY ENVIRONMENT

Local Government (Audit) Regulations 1996 Regulation 17

Local Government (Financial Management) Regulations 1996 Regulation 5

POLICY IMPLICATIONS

3.2 Authorisation to Purchase Goods and Services

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
Strong Governance and Leadership**

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.1	Investigate the best option and budget for financial management systems for effective governance and administration of Council
		4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

137/2025 Moved: Cr. Talbot

Seconded: Cr. Smith

That Council adopts the amendments to Policy 3.2 – Authorisation to Purchase Goods and Services as provided in attachment 8.2.5, to address recommendations from the Local Government (Audit) Regulations 1996 Regulation 17 and Local Government (Financial Management) Regulations 1996 Regulation 5 reviews and strengthen segregation of duties controls within the Shire’s procurement processes.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.6 CUSTOMER SERVICE CHARTER REVIEW

Applicant:	Shire of Corrigin
Date:	1/12/2025
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Number:	CUS.0010
Attachment Ref:	Attachment 8.2.6 – Customer Service Charter – Review 2025

SUMMARY

This report seeks Council endorsement for the reviewed Customer Service Charter (Charter).

BACKGROUND

Customer service is an integral aspect of every local government function. It is important that the expectation of the level of service the Shire will provide is clearly communicated to community members and officers.

A Charter sets the standard for the community's experience with the services provided by the Shire of Corrigin.

COMMENT

The current Charter was reviewed and endorsed by Council at the Ordinary Meeting of Council on 17 December 2024.

As part of this year's review, several updates were made to ensure the Charter remains accurate and aligned with current practices and legislative structures. Key changes include updating the contact details for the Department of Local Government to reflect the department's recent name and structural changes. In addition, the information relating to how community members can report breaches of conduct has been revised to provide clearer guidance and ensure consistency with current reporting pathways.

During the review process, the Shire also identified an opportunity to reassess the timeframes associated with works requests. These timeframes have been reconsidered to better reflect realistic expectations of the Shire's operational capacity and the resources required to complete works requests in a timely and efficient manner.

The Charter continues to provide a realistic agreed level of service and a framework for which all community interactions will conform. It is expected that the reviewed Charter will continue to have a positive impact on the Shire of Corrigin's future service delivery, consultation outcomes and overall community confidence.

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The staff costs of providing services to the Corrigin Community in line with the Customer Service Charter are included in the annual budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
Strong Governance and Leadership**

Council Plan			
Outcome	Strategies	Action No.	Actions
4.2	Keep the community informed and seek their feedback	4.2.1	Improve regular communications and expand channels to inform our community of decisions, actions and opportunities for feedback

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

138/2025 Moved: Cr. Hickey

Seconded: Cr. Leach

That Council endorse the reviewed Shire of Corrigin Customer Service Charter as provided in Attachment 8.2.6.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.7 ANNUAL REPORT FOR YEAR ENDING 30 JUNE 2025

Applicant:	Shire of Corrigin
Date:	09/12/2025
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0381
Attachment Ref:	Attachment 8.2.7.1 – Annual Report 2024/25 Attachment 8.2.7.2 – Independent Auditor’s Report Attachment 8.2.7.3 – Transmittal Letters Attachment 8.2.7.4 – Audit Completion Report Attachment 8.2.7.5 – OAG Exit Meeting Minutes Attachment 8.2.7.6 – Interim Management Letter

SUMMARY

The Shire of Corrigin Council (Council) is requested to adopt the 2024/2025 Annual Report, which includes the Audited Annual Financial Report and the Auditor’s Report (Auditor General’s Audit Opinion), and to adopt the Annual Report.

BACKGROUND

As per the Terms of Reference endorsed at the Ordinary Council Meeting on 18 March 2025, the Audit, Risk and Improvement Committee (the Committee) is responsible for reviewing the Annual Financial Report and external audit outcomes. Specifically, item 4.1(e) requires the Committee to evaluate and make recommendations to Council on internal and external audit reports prior to their presentation to Council.

One of the Committee’s principal objectives is to accept responsibility for the annual external audit and liaise with the Auditor so that Council can be satisfied with the performance of the Local Government in managing its financial affairs.

An Audit, Risk and Improvement Committee meeting was held on 09 December 2025, where the Annual Report was endorsed through a formal committee resolution. This endorsement followed a thorough review of the audited financial statements and audit findings and is now presented to Council for adoption.

Audit Process

The *Local Government Act 1995* requires the annual audit to be completed by 31 December following the close of the financial year. The interim audit was conducted by AMD Chartered Accountants (AMD) on behalf of the Office of the Auditor General (OAG) from 31 March to 2 April 2025, with findings presented to the Committee in June 2025. The final audit was conducted onsite from 20 to 23 October 2025. Shire staff provided extensive information throughout the audit process.

The auditors provided feedback on two findings from the interim audit requiring attention for compliance and continuous improvement. The final exit interview was held on 20 November 2025 with the following attendees:

- Cr Sharon Jacobs, Shire President
- Janeane Mason, Committee Chair (via Teams)
- Lynette Baker, Deputy Chair
- Natalie Manton, Chief Executive Officer
- Myra Henry, Deputy Chief Executive Officer
- Maria Cavallo, Director - AMD Chartered Accountants (via Teams)
- Suraj Karki, Acting Director, Financial Audit - Office of the Auditor General (via Teams)

The Annual Report, together with the Audited Financial Statements, Independent Auditor's Report, Interim Management Letter, Transmittal Letter, 2025 Audit Completion Report, and minutes from the exit interview, is now presented to Council for adoption.

Annual Financial Statements

The Shire's Finance Team has finalised the 2024/2025 accounts and prepared the Annual Financial Statements, which have been audited by AMD on behalf of the OAG. The audit's primary objective is to express an opinion on whether the Shire's Financial Statements are free from material misstatement and comply with Australian Accounting Standards, *the Local Government Act 1995*, and *the Local Government (Financial Management) Regulations 1996*.

Annual Report Requirements

Under section 5.53 of the *Local Government Act 1995*, the Annual Report must include:

- President's Report
- CEO Report
- Overview of the plan for the future
- Financial report
- Employee payment information
- Auditor's report
- *Disability Services Act 1993* report
- Details of complaints received

Section 5.27 requires the Annual General Meeting of Electors to be held within 56 days of Council accepting the Annual Report. It is anticipated that Council will adopt the Annual Report at its Ordinary Meeting on 16 December 2025, with the Electors Meeting proposed for Tuesday, 3 February 2026 at 6.00 pm.

COMMENT

The 2024/2025 Annual Report has been completed and is attached for consideration. It includes the Annual Financial Statements and reports on the Shire's progress and achievements during the year. The report serves both as a statutory requirement under the *Local Government Act 1995* and as a communication tool highlighting projects and initiatives aligned with the Council Plan. It will be made available to the public prior to the Annual Electors Meeting, subject to Council's acceptance.

Audit Completion and Findings

The Office of the Auditor General (OAG), through AMD Chartered Accountants, completed the audit of the Shire's financial statements for the year ended 30 June 2025. The Independent Auditor's Report and audited Annual Financial Statements were received on 25 November 2025 and are attached for review.

The final audit findings identified no significant issues, no management concerns, and no audit adjustments. However, two areas for improvement were noted during the interim audit:

- Month-end reconciliations
- Information technology practices

Month-end reconciliations, primarily bank reconciliations, were rated significant at the time but have since been addressed. Management has implemented enhanced reconciliation processes, including improved documentation, cut-off procedures, and oversight. IT improvements are ongoing; with a draft ICT Strategic Plan prepared and work underway on the Disaster Recovery Plan.

Management Response

Management acknowledges the issues raised and has taken proactive steps to strengthen internal controls. Enhancements implemented include:

- Attaching general ledger reports to all reconciliations.
- Improved month-end cut-off processes.
- Cross-checking unrepresented items against reconciliations.
- Oversight by the Deputy CEO on all reconciliations.

These changes were fully implemented from May 2025, and monitoring will continue to ensure compliance. IT security and governance improvements are being progressed within available resources.

Section 7.12A Compliance

As no significant matters were raised in the Independent Auditor's Report, Council is not required to prepare a report under section 7.12A of the *Local Government Act 1995*. Audit management letters are not considered audit reports under the Act.

Financial Position Summary

The audited financial statements confirm the Shire's financial position for the year, as outlined below. These should be read in conjunction with the accompanying notes:

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Financial Activity

Statement of Comprehensive Income

The Statement of Comprehensive Income (page 3) shows a net result of \$(795,944) for the financial year 2024/2025. This reflects operating expenditure exceeding operating revenue; however, this apparent loss does not account for carried-forward funds such as Federal Assistance Grants paid in advance or underspends in various areas. The statement also includes depreciation. For the foreseeable future, the Shire is expected to report a negative net result due to reliance on grant funding for capital works. As a small local government, generating additional revenue streams remains challenging. No asset revaluations were undertaken during this financial year.

Statement of Financial Position

The Statement of Financial Position (page 4) shows a net worth of \$214,378,156 for 2024/2025, a slight decrease from 2023/2024 due to no changes in asset revaluation.

Statement of Changes in Equity

This statement reflects the movement in equity, incorporating the net result of \$(795,944) from the Statement of Comprehensive Income.

Statement of Cash Flows

The Statement of Cash Flows (page 6) shows a net decrease in cash flow of \$189,825 over the financial year, leaving a closing balance of \$3,915,716 in cash and cash equivalents. Of this, \$3,724,398 is unrestricted, and \$191,318 is held in reserves. Additional reserves are held at amortised cost in long-term term deposits totalling \$4,259,215. The decrease in cash is primarily due to expenditure of carried-over grant funding allocated to capital works projects, compared to \$4,105,541 held as cash and cash equivalents in 2023/2024. This statement should be read in conjunction with Note 3 (page 12).

Statement of Financial Activity

The Statement of Financial Activity (page 7) shows a total surplus carried forward to 2024/2025 of \$3,555,752. The financial year ended 30 June 2025 resulted in:

- \$3,688,258 – Estimated 2024/2025 net operating surplus (budgeted as 2025/2026 opening surplus)
- \$3,555,752 – Actual 2024/2025 net operating surplus after year-end audit processing

The variance of \$132,506 is due to factors such as recognition of capital Local Roads and Community Infrastructure (LRCI) grant funding and accrual of various invoices. This adjustment will be addressed in the Shire's Budget Review.

On the whole, the Shire is in a sound financial position and will be issued an unqualified audit opinion in relation to the financial statements.

A draft Annual Report 2024/2025 is provided at Attachment 8.2.7.1.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Audit Regulations) 1996

Local Government (Administration Regulations) 1996

Local Government (Financial Management) Regulations 1996

Local Government Act 1995

5.27. *Electors' general meetings*

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

5.54. *Acceptance of annual reports*

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*
** Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available*

7.12A. *Duties of local government with respect to audits*

- (1) *A local government is to do everything in its power to —*
 - (a) *assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and*
 - (b) *ensure that audits are conducted successfully and expeditiously.*
- (2) *Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.*
- (3) *A local government must —*
 - (aa) *examine an audit report received by the local government; and*
 - (a) *determine if any matters raised by the audit report, require action to be taken by the local government; and*
 - (b) *ensure that appropriate action is taken in respect of those matters*
- (4) *A local government must —*

- (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
- (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.
- (5) Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.

POLICY IMPLICATIONS

4.1 Risk Management Policy

FINANCIAL IMPLICATIONS

The costs associated with the 2024/2025 audit have been provided for in both the 2024/2025 and 2025/2026 budgets.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Civic Leadership

Strong Governance and Leadership

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals
		4.1.5	Continue to implement, monitor and report against the Integrated Planning and Reporting milestones
4.2	Keep the community informed and seek their feedback	4.2.1	Improve regular communication and expand channels to inform our community of decisions, actions and opportunities for feedback

VOTING REQUIREMENT

Absolute Majority

COUNCIL RESOLUTION

139/2025 Moved: Cr. Dyer

Seconded: Cr. Leach

That Council resolve as recommended by the Audit, Risk and Improvement Committee as follows:

- 1. Pursuant to section 5.54 of the Local Government Act 1995, adopt the 2024/2025 Annual Report incorporating the Annual Financial Statements and the Auditor's Report (Auditor General's Audit Opinion).*
- 2. Authorise the Chief Executive Officer to oversee the final presentation and publication of the 2024/2025 Annual Report.*
- 3. Pursuant to section 5.55 of the Local Government Act 1995, give local public notice of the availability of the 2024/2025 Annual Report (Attachment 8.2.7.1).*
- 4. Pursuant to section 5.27 of the Local Government Act 1995, convene the Annual General Meeting of Electors on Tuesday, 3 February 2026 at 6.00pm at the Council Chambers, Corrigin.*
- 5. Advertise the Annual Electors Meeting in accordance with section 5.29 of the Local Government Act 1995.*
- 6. Receive correspondence to and from the Auditor General as attached (Attachments 8.2.7.2 – 8.2.7.5).*
- 7. Receive the Management Letter and responses as attached (Attachment 8.2.7.6).*
- 8. Pursuant to section 7.12A of the Local Government Act 1995, acknowledge that no significant matters were raised in the Independent Auditor's Report, and as a result, the Chief Executive Officer is not required to:*
 - a. Prepare a report for endorsement by the Audit Committee and Council upon completion.*
 - b. Submit the report to the Minister within three months and publish it on the website within 14 days.*

Carried by Absolute Majority 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.8 2026/2027 CULTURAL EVENT

Applicant:	Shire of Corrigin
Date:	16/12/2025
Reporting Officer:	Caris Negri, CRC Coordinator
Disclosure of Interest:	NIL
File Ref:	RCS 0018
Attachment Ref:	NIL

SUMMARY

An Expression of Interest (EOI) has been submitted to host a performance of the touring production 'Naughties'. For financial planning, Council is asked to endorse the inclusion of this activity in the 2026/27 Annual Budget.

BACKGROUND

Circuit West is a Western Australian performing arts industry not-for-profit organisation, that receives State Government funding to, along with other key activities, deliver touring performing arts to regional, rural, and remote Western Australia through their 'Shows on the Go' program. The program selects proven crowd-pleasing shows that can perform in any venue and can be delivered at minimal cost with assistance from the State Government funding.

Hosts are able to set their own ticket prices and are liable for a set performance fee and in some cases a royalties percentage of income from ticket sales. Circuit West provides assistance from the touring team, on-road support from the tour manager, and marketing collateral.

The 2026/27 touring shows EOIs were called for in late November 2025, and the Shire of Corrigin submitted an EOI for YUCK Circus' show, 'Naughties' on 5 December 2025. The EOI is not a firm commitment to hosting a show.

YUCK Circus are a Western Australian all-female circus company, who deliver shows that combine acrobatics and comedy. They have regularly performed at various Australian Fringe Festivals, and received several awards for their productions.

'Naughties' is a 55 minute show that can be delivered with or without an intermission. The touring company includes an option for a post-show Q&A at no additional cost, and has delivered youth circus workshops in rural and remote towns. The Circuit West touring dates are in October and November 2026. Given the closeness to our community's harvest period, the EOI requested a date as early in October as possible. The recommended audience is 15 years and older.

The cost of the performance is \$3,000 ex GST. If the event is free to the community, no royalties apply. If ticket fees are charged, 5% of revenue is payable to the production company.

COMMENT

The Shire of Corrigin Annual Budget typically includes around \$4,000 ex GST for community activities such as theatre productions.

As EOIs are called for before the 2026/27 Annual Budget is drafted or adopted by Council, Council are asked to endorse the inclusion of the cultural event in the 2026/27 Annual Budget.

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

3.1 Purchasing Policy

FINANCIAL IMPLICATIONS

If endorsed, an allocation would need to be included in the 2026-2027 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Inclusive, healthy and resilient community.

Council Plan			
Outcome	Strategies	Action No.	Actions
1.3	High standard of community and recreation activities and facilities	1.3.2	Deliver targeted initiatives to teenagers and young adults (through the CRC)
		1.3.7	Support local arts and culture initiatives

Objective: Civic Leadership

Strong Governance and Leadership

Council Plan			
Outcome	Strategies	Action No.	Actions
4.1	Deliver a high standard of governance and administration	4.1.3	Implement and monitor the annual budget to support timely progress toward strategic goals

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

140/2025 Moved: Cr. Hickey

Seconded: Cr. Smith

That Council consider the inclusion of \$3,000 ex GST plus 5% of ticket sale revenue, if applicable, for hosting a performance of YUCK Circus' 'Naughties', in the 2026-2027 Annual Budget.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.9 CONTRACT EXTENSION MEDICAL SERVICES

Applicant:	Shire of Corrigin
Date:	8/12/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CS.0035, CS.0047
Attachment Ref:	Confidential Attachment 8.2.9 – Medical Services Report

Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer and Cr. Talbot declared an Impartiality Interest.

SUMMARY

This item seeks Councils support for the renewal of contracts with Dr Ramakrishna and First Health for the provision of general practitioner medical and support services.

BACKGROUND

The Shire of Corrigin first entered into an agreement with Dr Ramakrishna (Dr Raj) in 2014 to provide general practitioner medical services to the Corrigin community. Over the past 11 years, Dr Raj has provided a dedicated service and continuous care, supported by First Health, which provides essential practice management and operational services.

The original and ongoing arrangement is based on the shire's commitment to provide the doctor with free use of the medical centre, house, utilities, vehicle, furniture and equipment as well as ongoing maintenance. The agreement initially provided a cash incentive for the first two years to make up for the Medicare rebate freeze at the time. The annual cash subsidy plus CPI has continued over the life of the contract

Both Dr Raj and First Health have expressed interest in renewing their contracts for a further term when the current agreements expire in March 2026. The former Shire President and CEO met with Dr Raj in June 2025. The CEO has held further discussions with Dr Raj and First Health over the past few months to clarify contract expectations for all parties.

COMMENT

The services provided by both Dr Raj and First Health are highly valued by the Shire of Corrigin and community members. Having a long term doctor in Corrigin provides continuity of service and enables residents to feel safe and stay healthy so that they can continue to live in Corrigin and contribute to the local community and economy. The medical service is well used and provides an excellent service.

First Health currently provides the following general practice support services to the doctor:

- Practice and Human Resource Management
- Chronic Disease and Clinical Support
- Financial and IT Management
- Third-Party Relationship Management and Negotiation

Since the original contract was entered in 2020 there has been an amendment to the *Functions and General Regulations* and local governments are no longer required to tender for the renewal of extension of the term of a contract for medical services. This change was largely due to advocacy from the Shire of Corrigin and the WALGA Central Country Zone and recognises the unique challenges rural communities face in attracting and retaining doctors.

The proposed contract renewal falls under the exempt tender provisions of Regulation 11(2)(jb) of the *Local Government Act 1995*, which states that contracts for medical or dental services are exempt from standard tender requirements, even if ancillary services are included.

The Shire of Corrigin has continued its advocacy for changes to funding arrangements for medical services and at the October 2025 Ordinary Council Meeting, Council resolved to support WALGA and the Rural Local Government Alliance in advocating for:

1. Increased Federal Assistance Grant funding and adjustments to the Medical Facilities Cost Adjuster component of Financial Assistance Grants; and
2. Recalculation of funding distributions to local governments that provide direct financial incentives to attract and retain GPs, enabling ratepayer funds to be redirected to core local government services.

Renewing the contracts for medical services aligns with the Shire's strategic objectives to maintain access to essential health services, reduce financial risk, and continue lobbying for sustainable funding models that alleviate the burden on rural ratepayers.

It is recommended that Council support the renewal of contacts with Dr Raj and First Health on similar terms to the current agreement with the specific contract arrangements to be negotiated by the CEO.

STATUTORY ENVIRONMENT

Local Government Act 1995

s.3.57 Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996

r.11 When tenders have to be publicly invited

*(2) Tenders do not have to be publicly invited according to the requirements of this Division if —
(jb) the contract is a renewal or extension of the term of a contract (the original contract) for the supply of dental or medical services by a person registered under the Health Practitioner Regulation National Law (Western Australia) in the dental profession or medical profession.*

(5) For the purposes of subregulation (2)(jb), it is immaterial that the supplier also supplies services under the original contract that are not dental or medical services.

r 30. Dispositions of property excluded from Act s. 3.58

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

(f) it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the dental profession or medical profession to be used for carrying on the person's dental practice or medical practice.

POLICY IMPLICATIONS

Policy 3.1 Purchasing Policy

Policy 10.1 Doctor and Dentist Residence Garden Maintenance

FINANCIAL IMPLICATIONS

In 2024/25, Council spent \$302,628 on providing medical services to the Corrigin community plus an additional \$220,652 on capital upgrades to the Corrigin Medical Centre roof, doctor's car and replacement of the server.

The 2025/26 budget includes provision of \$357,310 for the continued support of the doctor and operation of the Corrigin Medical Centre.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Community
Inclusive, healthy and resilient community.**

Council Plan			
Outcome	Strategies	Action No.	Actions
1.1	Access to key and enabling community infrastructure and services	1.1.1	Continued provision of local GP services

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

141/2025 Moved: Cr. Talbot

Seconded: Cr. Dickinson

That Council:

Delegates authority to the Chief Executive Officer to:

- a. negotiate the renewal of the contracts with Dr Ramakrishna and First Health for the provision of general practitioner medical and support services for a term of up to six years commencing on 1 April 2026 with option to renew for a further term.*
- b. exercise the contract extension options as approved in Part (a) above, in accordance with Regulations 11(2)(j) and 21A of the Local Government (Functions and General) Regulations 1996.*

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.10 2025/2026 COMMUNITY ASSISTANCE PROGRAM – REQUEST FOR ASSISTANCE

Applicant:	Shire of Corrigin
Date:	10/11/2025
Reporting Officer:	Myra Henry, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0057
Attachment Ref:	Attachment 8.2.10 – Dusty Boots Festival Request

SUMMARY

Council is asked to consider a request from the Corrigin Historical Society for a financial contribution of up to \$2,000 and in-kind support to assist with the delivery of the Dusty Boots Heritage Festival, scheduled for Saturday, 4 April 2026.

BACKGROUND

As part of the 2025/2026 Adopted Budget, Council approved assistance for eight community groups under the Community Assistance Program (CAP). To provide flexibility for emerging requests throughout the financial year, Council also allocated an additional \$2,000 for applications not included in the original budget.

Council reviewed the CAP applications during a budget workshop on 16 April 2025. The program, guided by Council Policy 2.9, provides financial and in-kind support to not-for-profit organisations and community groups for projects, events, sponsorships, and awards.

Eight applications were initially received, with one later withdrawn, leaving seven applications requesting a combined total of \$33,941.35. At the May 2025 Ordinary Council Meeting, Council endorsed six applications for inclusion in the draft 2025/2026 Budget (Resolution 49/2025) and sought additional information from the Corrigin Triathlon Committee, which subsequently resubmitted its revised application. A further submission was also received from the Corrigin Tidy Town Committee.

The Corrigin Historical Society is proposing to host the Dusty Boots Heritage Festival at the Corrigin Pioneer Museum precinct and surrounding areas. The event aims to showcase local heritage, activate the town centre, and provide an accessible, family-friendly experience for residents and visitors.

The Society has secured \$3,000 in external funding (CBH Grass Roots and Collgar Community Fund) and is seeking a Shire cash contribution of up to \$2,000 to support essential services including children’s activities, portable toilets, and waste management. Additional income is expected through ticket sales, sponsorship, and fundraising.

The event aligns with Shire strategic objectives relating to community wellbeing, cultural engagement, tourism activation, and town centre vibrancy. Attendance is estimated to exceed 200 people and will include live music, heritage displays, market stalls, food vendors, children’s rides, and an Easter egg hunt.

Requested Shire support includes:

- Cash contribution: up to \$2,000
- In-kind support: event bins, waste disposal, post-event clean-up, and a pre-event tidy-up of Rotary Park.

COMMENT

The Corrigin Historical Society was previously approved for a \$2,835.45 CAP grant for the purchase of a goat mower and \$300 of in-kind bus hire. The Society did not request funding for a festival at that time, as the initiative arose after the CAP program had closed. Under CAP guidelines, eligible organisations may apply for one grant per financial year of up to \$5,000, including a required co-contribution. Based on funding already awarded, the Historical Society could have been eligible for a further \$1,864.55 had the festival formed part of their original CAP submission.

The Historical Society has demonstrated strong organisational capability, with its May 2025 Open Day attracting approximately 250 attendees. Insurance and risk management arrangements are covered under the Museum’s existing public liability policy.

Overall, the request is consistent with the objectives of the Community Assistance Program and supports a volunteer-run organisation delivering a significant community event that contributes to local pride, cultural engagement, and economic activity. Clear funding options exist within the current budget framework to support Council decision-making at a sustainable level of support.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Policy 3.9 Community Assistance Program

FINANCIAL IMPLICATIONS

Funding for this request may be supported through the remaining \$763.70 available within the Community Assistance Program (CAP) allocation for applications not adopted in the original 2025/2026 Budget.

Council also has the option to consider the separate \$8,000 allocation for theatre, events, and programs, of which \$3,270 has been spent. Up to \$1,000 from the remaining balance could be applied to the Dusty Boots Heritage Festival should Council wish to supplement or partially offset the requested cash contribution.

The Shire’s Easter event budget could also accommodate the proposed \$200 expenditure for Easter egg purchases associated with the festival’s Easter Egg Hunt component.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Desired Outcome: Inclusive, healthy and resilient community

Council Plan			
Outcome	Strategies	Action No.	Actions
1.3	High standard of community and recreation activities and facilities	1.3.6	Promote and deliver the Shire's Community Grant Scheme
		1.3.8	Support the Corrigin Senior Citizens group in initiatives that promote and deliver benefits for our seniors.

Objective: Economy

Desired Outcome: A strong, diverse local economy

Council Plan			
Outcome	Strategies	Action No.	Actions
2.3	Promote the visitor experience, particularly nature based tourism	2.3.2	Active participation in Roe Tourism Association to promote our attractions

VOTING REQUIREMENT

Absolute Majority

COUNCIL RESOLUTION

142/2025 Moved: Cr. Leach

Seconded: Cr. Talbot

That Council:

- Approves a cash contribution of up to \$2,000 to the Corrigin Historical Society to support the Dusty Boots Heritage Festival on 4 April 2026, with funding to be allocated from the 2025/2026 Community Assistance Program provision for additional requests not included in the original budget.*
- Approves in-kind support including the provision of event bins, waste disposal, post-event clean-up around the Museum precinct, and pre-event tidy-up of Rotary Park.*

Carried by Absolute Majority 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.11 AUSTRALIA DAY AWARDS

Applicant:	Shire of Corrigin
Date:	9/12/2025
Reporting Officer:	Caris Negri, Community Resource Centre Coordinator
Disclosure of Interest:	NIL
File Ref:	CR.0002
Attachment Ref:	Confidential Attachment 8.2.11 – Community Citizen of the Year Award Nominations (Under Separate Cover)

Cr. Talbot declared an impartiality interest.

Cr. Jacobs declared an impartiality interest.

COUNCIL RESOLUTION

143/2025 Moved: Cr Hickey

Seconded: Cr. Dickinson

That Council in accordance with Clause 15.10 of the Standing Orders close the meeting to the public.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil

Two members of the public left the room at 4:38pm and did not return.

COUNCIL RESOLUTION

144/2025 Moved: Cr Leach

Seconded: Cr. Dyer

That Council suspend Standing Orders to allow an open discussion.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil

SUMMARY

This item seeks endorsement of the annual Australia Day Awards including Community, Youth, and Senior Citizen of the Year, and Active Citizenship Awards to be presented at the Australia Day Breakfast.

BACKGROUND

The Community Citizen of the Year Awards reward and recognise individuals and organisations making a notable contribution during the current year, and/or to those who have given outstanding service over a number of years. In past years these awards have been run in conjunction with Auspire, however following a change in membership level the awards are now an independent Shire of Corrigin initiative.

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

The Shire of Corrigin provides four awards being:

- Community Citizen of the Year
- Community Citizen of the Year – Youth (under 25 years)
- Community Citizen of the Year – Senior (65 years or over)
- Active Citizenship Awards (for community group or event).

In choosing the recipients of the Community Citizen of the Year Awards, regard is given to the nominee's achievements in the year immediately prior to receiving the award, as well as their past achievements and ongoing contribution to the community.

A nominee need only be nominated once to be considered and the number of nominations received per nominee bears no weight in their selection.

The recipients are judged on the following selection criteria:

- Made a significant contribution to the local community over and above what is normally expected from their paid employment/business.
- Demonstrated leadership on a community issue resulting in the enhancement of community life.
- A significant initiative which has brought about positive change and added value to community life.
- Inspiring qualities as a role model for the community.

The following eligibility criteria applies to the awards:

- Nominees should reside or work principally within the local authority making the award.
- Awards may be granted posthumously in recognition of recent achievements.
- Groups of people or couples will not normally be eligible except when meeting the criteria for a community group. Though a couple or pair working together on a joint initiative may be considered in an individual category at the discretion of the local selection committee,
- A person may receive an award on more than one occasion in recognition of their particularly outstanding community contribution or involvement in an alternative initiative.
- Unsuccessful nominees may be nominated in future years.
- Nominations must be apolitical in their nature and should not in any way bring the awards program or local government area into disrepute.
- Sitting members of State, Federal and Local Government are not eligible.

COMMENT

The Community Citizen of the Year Awards were actively promoted in print and social media throughout the year. Nominations closed on 5 December 2025. No nominations were received for the youth category.

The awards are to be presented at the annual Australia Day breakfast on 26 January 2026.

The Shire of Corrigin encourage all nominators to recognise and acknowledge those in their community displaying ideals of social justice, cultural diversity, and social inclusion. The importance that the reconciliation process plays in enabling people to feel valued and contribute more positively towards society is recognised in the awards process.

Copies of the nominations are provided under separate cover.

The award winners will be recorded in the official minutes however in order to maintain confidentiality the names will not be published in public minutes until after the presentation of the awards.

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The cost of the annual Australia Day Breakfast is included in the 2025/26 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

**Objective: Civic Leadership
Strong Governance and Leadership**

Council Plan			
Outcome	Strategies	Action No.	Actions
4.2	Keep the community informed and seek their feedback	4.2.1	Improve regular communication and expand channels to inform our community of decisions, actions and opportunities for feedback

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

145/2025 Moved: Cr Dyer

Seconded: Cr. Hickey

That Council resume Standing Orders

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

COUNCIL RESOLUTION

146/2025 Moved: Cr. Leach

Seconded: Cr. Dyer

That Council:

1. *Award the 2025 Community Citizen of the Year Award to Ivor Ebsary at the Australia Day Breakfast on 26 January 2026.*
2. *Award the 2025 Senior Community Citizen of the Year Award to Ivan Kirkwood at the Australia Day Breakfast on 26 January 2026.*
3. *Award the 2025 Community Group or Event Award to the Corrigin Museum at the Australia Day Breakfast on 26 January 2026.*

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

COUNCIL RESOLUTION

147/2025 Moved: Cr. Dyer

Seconded: Cr. Talbot

That Council in accordance with Clause 15.10 of the Standing Orders re-open the meeting to the public.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8.2.1 DEVELOPMENT APPLICATION - NEW COVERED WASHDOWN BAY

Applicant:	Cooperative Bulk Handling Limited
Landowner:	As above
Location:	Lot 500 on Deposited Plan 190194 Corrigin South Road, Corrigin
Date:	8/12/2025
Reporting Officer:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	NIL
File Ref:	PA14-2025
Attachment Ref:	Attachment 8.2.1 – Development Application, LOT 500 Walton Street

*Cr. Jacobs, Cr. Leach and Cr. Hickey declared a financial interest and left the room at 5:01pm
CEO N Manton declared a financial interest in the item.*

Cr. H Talbot declared an indirect financial interest in the item.

Cr. W Dyer declared an impartiality interest in the item

CEO N Manton received advice from the Acting Director of the Department of Local Government, Industry Regulation and Safety, Suleila Felton that in accordance with the authority delegated by the Minister for Local Government, the application, under section 5.69(3) of the Local Government Act 1995 (the Act) is approved.

Approval has been granted under section 5.69(3)(a) of the Act to allow disclosing member Councillor Heather Talbot to participate and vote on the following items at the Shire's Ordinary Council Meeting on 16 December 2025.

SUMMARY

This report recommends that Council grant conditional approval to a development application submitted by Ellett Construction Services on behalf of Cooperative Bulk Handling Limited (Landowner) for the construction and use of a proposed new covered washdown bay and associated infrastructure on Lot 500 on Deposited Plan 190194 Corrigin South Road, Corrigin.

BACKGROUND

Ellett Construction Services have submitted a development application on behalf of Cooperative Bulk Handling Limited (Landowner) for the construction and use of a proposed new covered washdown bay and associated infrastructure on Lot 500 on Deposited Plan 190194 Corrigin South Road, Corrigin to allow for the washing of plant and equipment used to support the continued operation of the existing grain handling and storage facility on the land.

A copy of the development application, including various supporting information and plans, is provided in Attachment 8.2.1.

Under the terms of the application a new concrete washdown bay is proposed to be constructed between two (2) existing approved workshop buildings located adjacent to the southern boundary of Lot 500 including a new 96m² steel framed, zincalume clad, partially enclosed cover structure. The washdown bay will contain all required plumbing including a silt sump, oil/water separator and will be connected to a proposed new on-site effluent disposal system located immediately north on a previously cleared portion of the land currently used for general storage purposes.

COMMENT

Lot 500 is classified 'General Industry' zone in the Shire of Corrigin Local Planning No.2 (LPS2) and is located in Special Control Area 1 entitled 'Wastewater Treatment Plant Buffer'.

Council has previously determined that the current development and use of Lot 500 for grain handling and storage purposes, including all incidental activities falls, under the use class 'warehouse/storage' which is consistent with the objectives of the land's current 'General Industry'

zoning classification in LPS2 and is therefore permitted.

Assessment of the application in the context of the specific objectives and standards of the Shire's local planning framework including Local Planning Scheme No.2 (LPS2), the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, all relevant State Planning Policies, the outcomes from public advertising including advice received from the Water Corporation has confirmed the proposal is compliant, or capable of compliance, with the following relevant requirements:

- The general aims and objectives of LPS2 including those specific to all land classified 'General Industry' zone;
- Land capability and suitability;
- Land use compatibility including the continued operation of the Water Corporation's wastewater treatment plant and buffer separation distances to sensitive land uses;
- Lot boundary setbacks;
- Amenity of the locality including potential environmental, visual and social impacts;
- Protection of the natural environment and cultural heritage significance;
- Vehicle access and parking including traffic management and safety;
- The provision of key essential services including electricity, water supply and on-site effluent disposal; and
- Flood, stormwater drainage and bushfire risk management.

In light of all of the above it is concluded the proposed development is acceptable and unlikely to have any negative impact on the general amenity, character, functionality and safety of the immediate locality subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in a proper and orderly manner.

An alternative to the recommendation for conditional development approval provided below is not considered necessary for the following reasons:

- i) The proposal is well founded, permissible and has scope to be lawfully approved;
- ii) The proposal is capable of being implemented in a proper and orderly manner without any negative impacts subject to compliance with a number of conditions; and
- iii) Ellett Construction Services and Cooperative Bulk Handling Limited are legally obliged to address/satisfy all other statutory and regulatory requirements applicable to 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

POLICY IMPLICATIONS

State Planning Policy 2 – *Environment and Natural Resources Policy*

State Planning Policy 2.9 – *Water Resources*

State Planning Policy 4.1 – *State Industrial Buffer*

PUBLIC CONSULTATION

Public consultation was undertaken for the minimum required period of 28 days in accordance with the specific requirements of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. At the conclusion of public advertising no submissions had been received from the local community. In accordance with the procedural requirements of LPS2

the application was also referred to the Water Corporation for review and comment with no concerns or objections raised by this agency in response.

FINANCIAL IMPLICATIONS

All administrative costs associated with processing the application are provided for in Council's annual budget and have been offset in part by the development application fee paid by the applicant.

All costs associated with the proposed development will be met by the landowner.

It is significant to note should the applicant and/or landowner 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 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

The proposed development is consistent with the following elements of the *Shire of Corrigin Council Plan 2025-2035*:

Objective: Economy - A strong, diverse local economy; and

Objective: Environment - Preservation of the natural environment for the benefit of current and future generations.

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

148/2025 Moved: Cr. Dyer

Seconded: Cr. Smith

*That Council **APPROVE** the development application submitted by Ellett Construction Services on behalf of Cooperative Bulk Handling Limited (Landowner) for the construction and use of a proposed new covered washdown bay and associated infrastructure on Lot 500 on Deposited Plan 190194 Corrigin South Road, Corrigin subject to the following conditions and advice notes:*

Conditions

- 1. The proposed development shall be undertaken strictly in accordance with 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 it shall not be carried out without the further approval of the local government having first being sought and obtained.*
- 4. The applicant/landowner shall ensure suitable water supply and effluent disposal infrastructure are installed prior to occupation and use of the proposed development and maintained thereafter for the life of the development.*
- 5. The proposed washdown bay must be constructed in accordance with the standards and requirements prescribed in the Water Corporation's plan number HX33-12-20 as it applies specifically to external mechanical washdown areas with silt sumps and maintained thereafter for the life of the development including the regular disposal at a licensed landfill facility of all solid and oil waste generated.*
- 6. The proposed 96m² steel framed, zincalume clad cover structure shall comprise new materials only unless otherwise approved by the local government.*
- 7. All stormwater drainage from the roof of the proposed cover structure shall be managed and disposed on-site to the satisfaction of the local government for the life of the development.*
- 8. All non-recyclable waste generated through the construction process as well as any excess soil/gravel shall be removed from the land and disposed at a licensed landfill facility. The stockpiling of any waste and/or soil on the land is not permitted unless otherwise approved by the local government.*

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/landowner 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/landowner 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. *An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' prepared pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the local government or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application for the proposed new cover structure.*
4. *In accordance with the Building Act 2011 and Building Regulations 2012 a building permit application for the proposed cover structure must be submitted to and approved by the local government's Building Surveyor prior to the commencement of any earthworks or construction on the land.*
5. *The proposed cover 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 the building permit application.*
6. *The proponent is responsible for ensuring the correct siting of all improvements on the land the subject of this approval. An identification survey demonstrating correct siting and setbacks of the proposed improvements may be requested of the applicant/landowner by the local government to ensure compliance with this determination notice and all applicable provisions.*
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/landowner is 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 local government's determination.*

Carried 4/0

For: Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil

8.2.2 DEVELOPMENT APPLICATION – PROPOSED ALTERATIONS AND ADDITIONS TO CBH BULYEE

Applicant:	Cooperative Bulk Handling Limited
Landowner:	As above
Location:	Lot 3 on Deposited Plan 47662 & Lot 22 (No.120) Bulyee Road, Bulyee
Date:	8/12/2025
Reporting Officer:	Mr Joe Douglas – Town Planner
Disclosure of Interest:	NIL
File Ref:	PA10-2025
Attachment Ref:	Attachment 8.2.2 – Development Application, 120 Bulyee Road

Cr. Jacobs, Cr. Leach and Cr. Hickey declared a financial interest and left the room at 5:01pm

CEO N Manton declared a financial interest in the item.

Cr. H Talbot declared an indirect financial interest in the item.

Cr. W Dyer declared an impartiality interest in the item

CEO N Manton received advice from the Acting Director of the Department of Local Government, Industry Regulation and Safety, Suleila Felton that in accordance with the authority delegated by the Minister for Local Government, the application, under section 5.69(3) of the Local Government Act 1995 (the Act) is approved.

Approval has been granted under section 5.69(3)(a) of the Act to allow disclosing member Councillor Heather Talbot to participate and vote on the following items at the Shire's Ordinary Council Meeting on 16 December 2025.

SUMMARY

This report recommends that Council grant conditional approval to a development application submitted by Cooperative Bulk Handling Limited (Landowner) for various proposed alterations and additions to its existing grain handling and storage facility on Lot 3 on DP47662 and Lot 22 (No.120) Bulyee Road, Bulyee.

BACKGROUND

Cooperative Bulk Handling Limited (CBH) have submitted a development application requesting Council's approval for various proposed alterations and additions to its existing grain handling and storage facility on Lot 3 on DP47662 and Lot 22 (No.120) Bulyee Road, Bulyee.

A copy of the development application, including various supporting information and plans, is provided in Attachment 8.2.2.

Under the terms of the application the following works are proposed:

- i) Removal of two (2) existing steel framed grain storage bulkheads from Lot 22 and associated infrastructure (i.e. grain pits and stackers);
- ii) Construction of one (1) new temporary replacement steel framed grain storage bulkhead on Lot 22 including all associated earthworks and infrastructure (i.e. grain stackers);
- iii) Upgrades to three (3) existing steel framed grain storage bulkheads on Lot 3 to increase their current storage capacity;
- iv) Construction of three (3) new heavy vehicle stacking lanes (i.e. accessways) immediately south of the proposed new grain storage bulkhead on Lot 22;
- v) Reconfiguration of the existing heavy vehicle accessway at the eastern end of the proposed new grain storage bulkhead on Lot 22 adjacent to the site exit to Bulyee Road including line marking for directional purposes; and
- vi) Minor modifications to existing stormwater drainage infrastructure adjacent to the proposed

new works and improvements on Lot 22.

Council should note the proposed development will result in a 40,676 tonne or 29% increase to the total grain storage capacity on the land. CBH and its traffic consultants have advised in supporting documentation that the proposed development will lead to a reduction in heavy vehicle movements to/from the facility during the annual harvest period by reducing the need to outload grain when local grain production exceeds the existing available on-site storage capacity thereby improving traffic safety for all motorists. They also confirmed that out loading outside of the harvest period to remove all grain from site for export will be undertaken at the same rate that currently occurs (approximately 2,000 tonnes per day) although over a longer period proportional to the increase in storage.

COMMENT

Lot 3 is classified 'Rural' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS2). Given Council has previously approved the development of grain storage bulkheads and associated infrastructure on this lot, there is no need to address the requirements of clause 18(4) of LPS2 as it applies specifically to uses not listed in the Zoning Table of the Scheme (i.e. the use class 'warehouse/storage' has previously been determined by Council as being consistent with the objectives of the 'Rural' zone and is therefore a use that may be permitted on the land subject to conditions).

Lot 22 is classified 'Local Road' reserve in LPS2, the stated objective for which is to set aside land required for local road purposes. Notwithstanding the land's reserve classification in LPS2, it has also historically been developed and used by CBH for grain handling and storage purposes pursuant to previous approvals granted by the Shire. As such Council has scope to consider and approve any further development on this lot under the non-conforming use provisions in clause 22 of LPS2 subject to public advertising and any conditions Council considers appropriate.

Assessment of the application in the context of the specific objectives and standards of the Shire's local planning framework including Local Planning Scheme No.2 (LPS2), the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, all relevant State Planning Policies as well as the outcomes from public advertising has confirmed the proposal is compliant or capable of compliance with the following relevant requirements:

- Land capability and suitability;
- Land use compatibility including buffer separation distances to sensitive land uses;
- Lot boundary setbacks;
- Amenity of the locality including potential environmental, visual and social impacts;
- Protection of the natural environment including environmental offset measures, water resources and cultural heritage significance;
- Vehicle access and parking including traffic management and safety;
- The provision of key essential services; and
- Flood, stormwater drainage and bushfire risk management.

Notwithstanding the above conclusion Council should not the following key points when considering and finally determining the application:

1. It was noted during assessment of the application that there have been significant ongoing encroachments by heavy vehicles in the Bulyee Road road reserve immediately adjacent to the site exit for quite some time as can be seen by the Landgate aerial photo extract below:

that may ultimately be granted by Council requiring CBH to amend the site development plan accordingly for consideration of endorsement by the Shire's Chief Executive Officer prior to the commencement of development.

2. Whilst the proposed development will lead to a reduction in heavy vehicle movements to/from the facility during annual harvest periods, it will generate an additional 740 heavy vehicle movements per annum for grain deliveries based on an average payload of 55 tonnes per vehicle and the same number of vehicle movements for out loading purposes. Given Bulyee-Kweda Road has only been constructed to an unsealed gravel standard, aside from a 300 metre long section from its intersection with Bulyee Road which is bitumen sealed, there is a risk the 600 metre unsealed long portion of Bulyee-Kweda Road to the site entry may suffer extraordinary wear and tear once the proposed development has been completed and is in use due to increased heavy vehicle traffic volumes and therefore lead to higher road maintenance costs for the Shire. Despite this concern the reporting office has formed the view there is no need to impose a condition on any development approval that may ultimately be granted by Council in this particular instance requiring the relevant portion of Bulyee-Kweda Road to be permanently sealed and that an alternative condition could be imposed requiring CBH to fund the cost of any road repair works that may be required as a direct result of the proposed development and the associated increase in heavy vehicle movements. Should CBH seek to develop the land further in the future by constructing additional grain storage capacity it is recommended Council consider requiring CBH to make a proportionate financial contribution towards the cost of sealing the relevant portion of Bulyee-Kweda Road as a condition of approval at that time.
3. The application is supported by a Stormwater Management Plan prepared by a suitably qualified consultant. Whilst this plan appears to be acceptable, due to the low permeability of soils on the land, their susceptibility to flooding and erosion and the fact the plan is based upon modelling and a number of associated assumptions that have not been tested it is recommended Council adopt a precautionary approach to all proposed stormwater drainage management arrangements. This can be achieved by imposing a condition on any development approval that may ultimately be granted requiring a further report to be prepared by a suitably qualified consultant for submission to the Shire within twelve (12) months of completion of the proposed development, unless otherwise agreed, confirming all stormwater drainage management measures have been implemented, including ongoing maintenance requirements, as well as details of any additional works that may be required to minimise the risk of flooding and erosion during extreme storm events.

In light of the above findings it is concluded the proposal for Lots 3 and 22 is acceptable and unlikely to have any negative impacts on the general amenity, character, functionality and safety of the immediate locality subject to compliance with a number of conditions. As such, it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in a proper and orderly manner.

An alternative to the recommendation for conditional development approval provided below is not considered necessary for the following reasons:

- i) The proposal is well founded, permissible and has scope to be lawfully approved;
- ii) The proposal is capable of being implemented in a proper and orderly manner without any negative impacts subject to compliance with a number of conditions; and
- iii) Cooperative Bulk Handling Limited is legally obliged to address/satisfy all other statutory and regulatory requirements applicable to 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

POLICY IMPLICATIONS

State Planning Policy 2 – *Environment and Natural Resources Policy*
State Planning Policy 2.5 – *Rural Planning*
State Planning Policy 2.9 – *Water Resources*
State Planning Policy 4.1 – *State Industrial Buffer*

PUBLIC CONSULTATION

Public consultation was undertaken for a period of 28 days in accordance with the procedural requirements of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. At the conclusion of public advertising no submissions had been received which indicates the local community has no objections to and is generally supportive of the proposed development.

FINANCIAL IMPLICATIONS

All administrative costs associated with processing the application are provided for in Council's annual budget and have been offset in full by the development application fee paid by the applicant. All costs associated with the proposed development will be met by the applicant.

It is significant to note should the applicant 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 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

The proposed development is consistent with the following elements of the *Shire of Corrigin Council Plan 2025-2035*:

Objective: Economy - A strong, diverse local economy; and

Objective: Environment - Preservation of the natural environment for the benefit of current and future generations.

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

149/2025 Moved: Cr. Dyer

Seconded: Cr. Smith

*That Council **APPROVE** the development application submitted by Cooperative Bulk Handling Limited (Landowner) for various proposed alterations and additions to its existing grain handling and storage facility on Lot 3 on DP47662 and Lot 22 (No.120) Bulyee Road, Bulyee subject to the following conditions and advice notes:*

Conditions

- 1. The proposed development shall be undertaken strictly in accordance with 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 it shall not be carried out without the further approval of the local government having first being sought and obtained.*
4. *Prior to the commencement of development the applicant/landowner shall prepare and submit a revised site development plan for consideration of endorsement by the local government's Chief Executive Officer. The revised site development plan required by this condition must ensure the proposed new internal driveway access near the site exit does not encroach upon any portion of the Bulyee Road road reserve located immediately east.*
5. *The applicant/landowner shall, at its own cost, arrange for the immediate repair of any damage and/or extraordinary wear and tear on the unsealed portion of Bulyee-Kweda Road abutting the southern boundary of Lot 22 arising from the proposed development in accordance with any written directive and specifications issued by the for consideration of endorsement by the local government's Chief Executive Officer.*
6. *Prior to occupation and use of the development all proposed stormwater drainage works shall be completed in accordance with the revised site development required by Condition 4 of this approval and the Stormwater Management Plan submitted in support of the application (i.e. Shawmac Document No.2506012-REP-001 dated 27 June 2025) and maintained thereafter for the life of the development in accordance with the local government's requirements.*
7. *The applicant/landowner shall, at its own cost, arrange for the preparation of a further report by a suitably qualified consultant for submission to the local government within twelve (12) months of completion of the proposed development, unless otherwise agreed, confirming all stormwater drainage management measures have been implemented, including ongoing maintenance requirements as well as details of any additional works that may be required to minimise the risk of flooding and erosion during extreme storm events.*
8. *All non-recyclable waste generated through the construction process as well as any excess soil/gravel shall be removed from the land and disposed at a licensed landfill facility. The stockpiling of any waste and/or soil on the land is not permitted unless otherwise approved by the local government.*

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/landowner 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/landowner 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, demolition and/or building permit application/s may need be submitted to and approved by the local government prior to the commencement of any demolition, construction or earthworks on the land. It is recommended the applicant/landowner contact the Shire's Building Surveyor Mr Peter Hulme to confirm the relevant requirements in this regard (Tel: 9257 9941 / Email: regional@kalamunda.wa.gov.au).*

4. *If a building permit application is required all proposed buildings to be constructed and/or placed on the land are 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 the building permit application/s.*
5. *No construction works shall commence on the land prior to 7am without the local government's written approval. No construction works are permitted on Sundays or Public Holidays.*
6. *The applicant/landowner is reminded of their obligation to ensure compliance with the specific standards and requirements of the Shire of Corrigin Annual Fire Break Notice.*
7. *The applicant/landowner is responsible for ensuring the correct siting of all structures and associated improvements on the land the subject of this approval. An identification survey demonstrating correct siting and setbacks of all structures and associated improvements may be requested of the applicant/landowner by the local government to ensure compliance with this determination notice and all applicable provisions.*
8. *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.*
9. *If the applicant/landowner is 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 local government's determination.*

Carried 4/0

For: Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

Cr. Jacobs, Cr. Leach & Cr. Hickey re-entered the meeting at 5:10pm

8.3 WORKS AND SERVICES

8.3.1 PROPOSED A CLASS RESERVE

Applicant:	Department Planning, Lands and Heritage
Date:	11/12/2025
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	PR.0015
Attachment Ref:	NIL

SUMMARY

Council is asked to provide comment on the request from the Department Planning, Lands and Heritage on the proposed A Class Reserve at Kurrenkutten in the Shire of Corrigin.

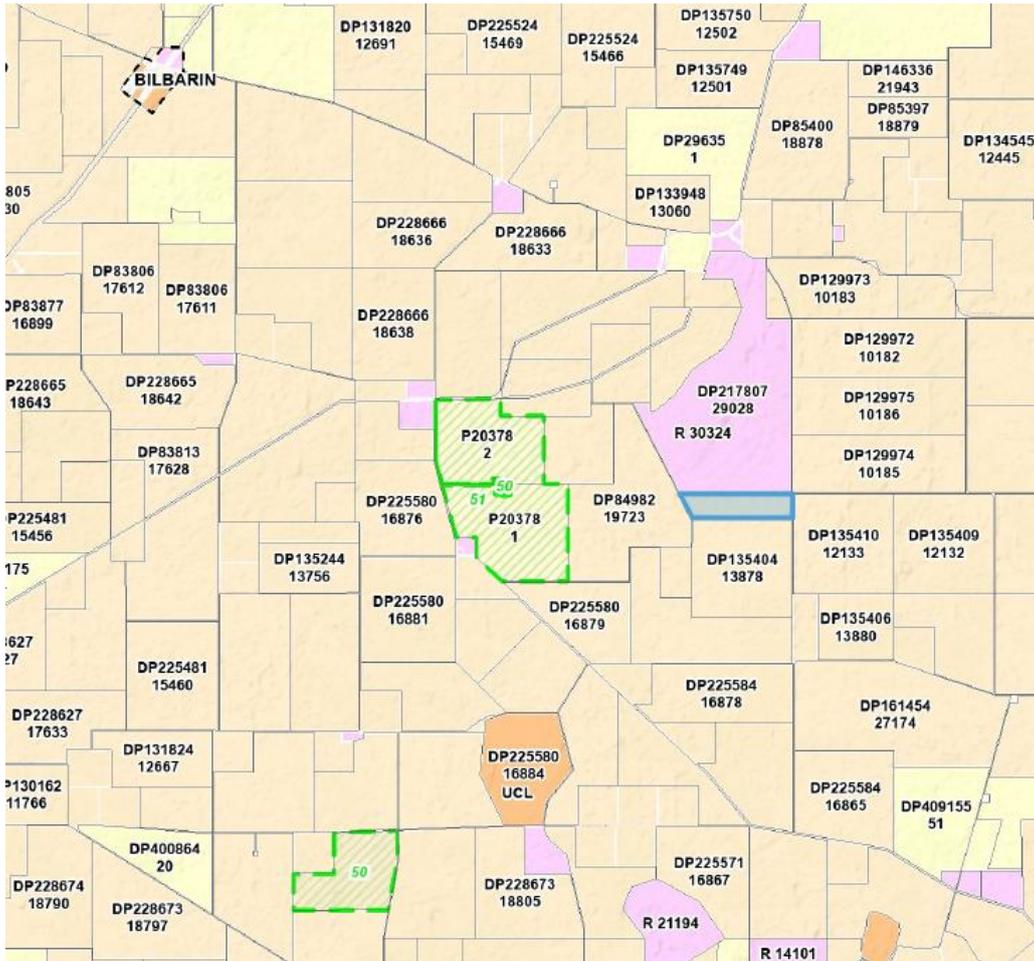
BACKGROUND

The Department of Planning, Lands and Heritage (DPLH) received a request from the Department of Biodiversity, Conservation and Attractions (DBCA) for the creation of a Class A Reserve over State Freehold Lot 16875 on DP138534 (CT 1983/246), pursuant to sections 41 and 42 of the *Land Administration Act 1997*. The new reserve is to be set aside for the purpose of Conservation of Flora and Fauna and contain a Management Order to the Conservation and Parks Commission pursuant to section 46 of the *Land Administration Act 1997*.

The proposed new nature reserve is for the protection of Carnaby's cockatoos, Malleefowls, the Threatened Ecological Community Eucalypt woodlands of the Western Australian wheatbelt and the southern portion of Lake Kurrenkutten and surrounding vegetation.

The following images show the land parcel and the surrounding area for context.





The proposed reserve is located approximately three (3) kilometres from the intersection of Nambadilling and Pontifex Road Kurrenkutten along an unmade road reserve. There is no road access to the site. Pontifex Road only extends one (1) kilometre north of the intersection of Nambadilling Road and Pontifex Road as per the following Council Resolution (15/2025) passed in February 2025.

That Council

1. Support the request from the owner of DP135404 to extend Pontifex Road by 1km to the north of intersection with Nambadilling Road to allow access to the landlocked parcel of land.
2. Request Landgate extend the existing section of Pontifex Road (land ID 3677821) by 1 kilometre to the north of intersection with Nambadilling Road to include a portion of existing road reserve 3677823.
3. Add 1 km section north of Nambadilling Road to Pontifex Road in the Shire of Corrigin Road inventory and asset management plan for future maintenance and valuation.
4. Install a *No Through Road* sign at the intersection of Pontifex Road and Nambadilling Road to advise road users that there is no access through to Corrigin Narembeen Road.

COMMENT

The proposed A Class Reserve is intended to connect to existing Reserve 30324 which is vested with DBCA for the purpose of Conversation of Flora and Fauna.

The proposed reserve has no greater impact on the current usage of the land and will not impact on shire managed reserves, roads or infrastructure assets adjacent to the reserve.

The CEO contacted the adjoining landholder who advised that he has not been contacted by DBCA in relation to the proposed creation of a Class A Reserve and that the land is not adequately fenced off from his property.

To facilitate progress of the proposal, the Shire of Corrigin is asked to provide any comments within 42 calendar days of receiving the email from DPLH pursuant to section 14 of the *Land Administration Act 1997*.

STATUTORY ENVIRONMENT

Land Administration Act 1997

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Council Plan 2025-2035:

Objective: Community

Desired Outcome: Inclusive, healthy and resilient community

Council Plan			
Outcome	Strategies	Action No.	Actions
3.2	Protect and use natural resources sustainably	3.2.2	Manage weeds and pests, verge side vegetation and firebreaks

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION

150/2025 Moved: Cr. Hickey

Seconded: Cr. Leach

That Council:

1. *advise the Department Planning, Lands and Heritage that the Shire of Corrigin has no objections to the proposed creation of a Class A Reserve over State Freehold Lot 16875 on DP138534 (Certificate of Title 1983/246).*
2. *notes that the proposed nature reserve does not seem to be representative of the typical habitat for Carnaby's cockatoos, Malleefowls and the Threatened Ecological Community Eucalypt woodlands of the Western Australian wheatbelt.*
3. *advise that road access to the site is limited to 1 kilometre north of the intersection of Pontifex Road and Nambadilling Road.*
4. *recommend that the Department of Biodiversity Conservation and Attractions contact the adjoining landholder to negotiate arrangements for fencing of the reserve.*

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

9 CHIEF EXECUTIVE OFFICER REPORT

The Chief Executive Officer report was provided to Council during the Discussion Forum

10 PRESIDENT'S REPORT

Cr. Jacobs gave a report on meetings and events attended.

11 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS

Cr. Leach gave a report on events attended.

12 URGENT BUSINESS APPROVED BY THE PRESIDENT OR DECIDED BY THE COUNCIL

13 INFORMATION BULLETIN

14 WALGA AND CENTRAL ZONE MOTIONS

15 NEXT MEETING

Ordinary Council Meeting on 17 February 2026 at 4pm.

16 MEETING CLOSURE

The President Cr. S Jacobs closed the meeting at 5:19pm.



Minutes for the Shire of Corrigin Annual Electors Meeting to be held in the Corrigin Shire Council Chambers, 9 Lynch Street, Corrigin on Tuesday 3 February 2026.

MINUTES

1. OPENING

The President, Cr S Jacobs opened the meeting at 6:00pm.

2. ATTENDANCE

Shire President

Deputy Shire President

Cr. S L Jacobs
Cr. M R Leach
Cr. D L Hickey
Cr. M B Dickinson
Cr. H V Talbot
Cr. D L Smith
Cr. W T E Dyer

Chief Executive Officer

Deputy Chief Executive Officer

Executive Support Officer

N A Manton (Via
Teams)
M T Henry
J M Filinski

1 Member of the Public

3. APOLOGIES

4. CONFIRMATION OF MINUTES

Moved: Cr. Leach

Seconded: Cr. Hickey

That the minutes of the Shire of Corrigin Annual Electors Meeting held on Tuesday 4 February 2025 be confirmed as a true and correct record.

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

5. PRESIDENTS REPORT

The President, Cr. S Jacobs, provided an overview of the President's Report.

Moved: Cr. Smith

Seconded: Cr. Dyer

That the President's Report for the year ended 30 June 2025 be received.

Carried 7/0

*For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot
Against: Nil*

6. CHIEF EXECUTIVE OFFICER'S REPORT

The Chief Executive Officer, Mrs N Manton provided an overview of the Chief Executive Officer's Report.

Moved: Cr. Dickinson Seconded: Cr. Talbot

That the Chief Executive Officer's Report for the year ended 30 June 2025 be received.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

7. ANNUAL FINANCIAL REPORT 2024/2025 AND AUDITORS REPORT

Moved: Cr. Hickey Seconded: Cr. Dickinson

That the Annual Financial Report 2024/2025 and Auditors Report for the Year Ended 30 June 2025 be received.

Carried 7/0

For: Cr. Jacobs, Cr. Leach, Cr. Hickey, Cr. Dickinson, Cr. Smith, Cr. Dyer & Cr. Talbot

Against: Nil

8. GENERAL BUSINESS

Cr. W Dyer suggested advertising for the Annual Elector's Meeting more widely in future to encourage greater community attendance.

The Deputy Chief Executive Officer, Mrs M Henry provided a presentation on financial information and major projects that were completed in the 2024/2025 financial year.

9. MEETING CLOSURE

The President, Cr S Jacobs closed the meeting at 6:19pm and thanked everybody for their attendance.



MINUTES

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

9 February 2026 at 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 collaborate with local support organisations, hazard management agencies and industry representatives to collectively build a resilient community that is prepared to respond and recover from an emergency.

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 November 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 committee meetings are to be presented to Council by 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 S Jacobs opened the meeting at 1:03pm.

2. ATTENDANCE/APOLOGIES

Shire President	Cr. Sharon Jacobs
Chief Executive Officer	Natalie Manton
Executive Support Officer	Jarrad Filinski
Corrigin District High School, Principal	Shannon Hardingham
Acting Community and Emergency Services Manager	Roger Northey
DFES Area Officer Narrogin West	Ben Davies
Department of Communities, Regional Officer	Jo Spadaccini (Via Teams)
Chief Bush Fire Control Officer	Greg Evans
Corrigin Volunteer Fire and Rescue (VFRS), Captain	Trent Di Fulvio
Corrigin Hospital, Director of Nursing/HSM	Elizabeth McIntosh
Corrigin St John Ambulance, Chair	Braden Hill
Corrigin St John Ambulance, Community Paramedic	Aleisha Walker

APOLOGIES

DPIRD, Manager of Emergency Preparedness	Jade Sustek
Corrigin Police, Officer in Charge	Gavin Barke
Department of Communities, Regional Coordinator	Michael Phillips

Brett Dew from Western Power joined via Teams, however was disconnected due to bad internet connection.

3. MINUTES OF PREVIOUS MEETING

Moved: S Hardingham Seconded: B Hill

Minutes of the Local Emergency Management Committee Meeting held on 10 November 2025 be confirmed as a true and correct record (Attachment 3.1)

Carried

4. REVIEW OF LEMC DOCUMENTS

School bus routes updated in January using latest data available online.

Some minor amendments to contact details have been made.

Committee to advise of any changes to any known contact details via email to eso@corrigin.wa.gov.au.

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

Moved: S Hardingham Seconded: R Northey

That LEMC recommends to Council that the Local Emergency Management Arrangements, Local Emergency Evacuation Plan and Local Emergency Recovery Plan (Attachments 4.1 – 4.3) be endorsed.

Carried

5. REVIEW OF INCIDENTS AND EXERCISES

Review of any post-incident reports and post exercise reports generated since last meeting.

5.1. INCIDENTS

Fires

19 November 2025	Yealering lightning
13 December 2025	CBH Corrigin woodchips
24 December 2025	Bendering Reserve – shire water tanker
6 January 2026	Bulyee - Brookton Highway truck fire
16 January 2026	Dangin Mears Road, South Caroling Shire of Quairading
27 January 2026	Bin on fire, Walton Street
29 January 2026	Babakin Corrigin Wogerlin Road stubble crunching
31 January 2026	Pole top fire Larke's

Brigades supported multiple fires outside of the region.

Other Incidents VFRS

10 January 2026	Ambulance assistance
24 January 2026	Road crash rescue – Corrigin Quairading Road
25 January 2026	Ambulance medical call

5.2. DESKTOP EXERCISE

No Desktop Exercise was held.

5.3. DEVELOPMENT OF FUTURE EXERCISES

Discussion about having a regional evacuation centre exercise managed by Department of Communities

DFES will coordinate some exercises in the future.

6. OTHER MATTERS

7. REPORTS

Reports from LEMC members and stakeholders

Shire of Corrigin – CEO N Manton

- Thanked bush fire volunteers for supporting Boddington/ Wandering and Lake King communities with fires.
- Roadside Assistance Club (RAC) fuel bund available at the Corrigin Airstrip, Royal Flying Doctor Service (RFDS) fuel bund planned to be installed in the future.

Department of Communities – M Phillips

State Recovery Changes:

- Department of Communities has new recovery roles under the State Emergency Management Arrangements, endorsed by State Emergency Management Committee (SEMC) on 4 December 2025.
- Communities is working with local governments, community services, and agencies to support locally led recovery.
- Communities will participate in local recovery planning and activities.
- Emergency Relief and Support (ERS) includes practical assistance, wellbeing services, psychosocial support, and referrals tailored to hazard impact and community needs.

Evacuation Centres:

- WA Community Evacuation in Emergencies Guideline open for feedback until 20 February 2026.
- Review identified the need for clearer processes for identification, activation, and management of evacuation centres.
- Communities maintains a register of endorsed evacuation facilities and manages service delivery once activated.
- Hazard Management Agencies engage with Local Government and Communities to assess risk and activate centres.
- LEMC suggestion: Review and confirm endorsed evacuation facilities prior to each high-threat season.

High Threat Season:

- ERS continues to support communities with evacuation centres, emergency accommodation, and early recovery planning.
- Introduction of Go Bags for evacuees has received positive feedback, particularly hygiene packs and bedding items.

22 Activations between October 2025 and January 2026:

- 4 Single House Fires
- 11 Bushfires
- 5 Complex Bushfires
- 2 Cyclones

Activate State Support Plan - Emergency Relief and Support:

- Call - 0418 943 835

DFES – Area Officer – B Davies

- B Davies gave an update on DFES efforts supporting level 2 and 3 incidents around Boddington/Wandering and Lake King.

CESM – R Northey

- Thanked G Evans for organising volunteers during the fire season.

St John Ambulance – B Hill

- Medical students visit and stay in Corrigin scheduled for March.
- Subcentre work is complete and now available for first aid courses.
- Discussed the use of the Corrigin oval for RFDS.

Corrigin District Hospital – E McIntosh

- New site by Red Cross to register vulnerable people to receive phone support during heatwaves. [TeleRedi | Australian Red Cross](#)

Corrigin Volunteer Fire and Rescue – T Di Fulvio

- Impressed with volunteers willing to support the state during emergencies.
- Praised Terry and the Shire team for getting water out to the truck fire on Brookton Highway so quickly.

Chief Bush Fire Control Officer – G Evans

- Reiterated thanks to volunteers for their organisation and support during emergencies and acknowledged the Shire's assistance to the brigades.

Corrigin District High School – S Hardingham

- Student numbers at CDHS have been increasing over the past few years, with 144 students currently enrolled.

8. NEXT MEETING

The next meeting will be Monday 11 May 2026 at 1:00pm

9. MEETING CLOSURE

The Chairperson, Cr. S Jacobs closed the meeting at 1:40pm and thanked everyone for their attendance.

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF DECEMBER 2025

MUNICIPAL ACCOUNT

EFT PAYMENTS

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT22129	11/12/2025	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR NOVEMBER 2025	\$ 47,921.00
EFT22130	11/12/2025	BITUTEK PTY LTD	BITUMEN SEAL - BENDERING ROAD	\$ 60,647.40
EFT22131	11/12/2025	BORAL CONSTRUCTION MATERIALS GROUP LTD	4,000 LITRES OF EMULSION	\$ 6,160.00
EFT22132	11/12/2025	BRANDWORX	STAFF UNIFORMS	\$ 592.22
EFT22133	11/12/2025	BRENDON JOHN GERRARD	STAFF REIMBURSEMENT	\$ 30.00
EFT22134	11/12/2025	BULYEE HALL COMMITTEE	2025/2026 COMMUNITY GRANT - CONCRETE OUTDOOR SETTING	\$ 1,000.00
EFT22135	11/12/2025	CATHERINE MINCHERTON	LED LIGHT SHOW PERFORMANCE AT 2025 PARK PARTY	\$ 300.00
EFT22136	11/12/2025	DAVEY, PIPPA	STAFF REIMBURSEMENT	\$ 187.99
EFT22137	11/12/2025	KITE KINETICS	SPINNING FLOWER WORKSHOP AT 2025 PARK PARTY	\$ 895.00
EFT22138	11/12/2025	LANDGATE	RURAL UV INTERIM VALUATIONS	\$ 387.84
EFT22139	11/12/2025	NEGRI, CARIS	STAFF REIMBURSEMENT	\$ 448.85
EFT22140	11/12/2025	NICHOLAS LEON DARKE	STAFF REIMBURSEMENT	\$ 250.00
EFT22141	11/12/2025	ONLINE TILING PTY LTD	EXPANSION REPLACEMENT AND GUTTER RELINE AT HYDRO POOL	\$ 32,835.00
EFT22142	11/12/2025	SHIRE OF CORRIGIN	BENDERING WASTE SITE - CONSTRUCTION OF NEW CELLS	\$ 5,577.00
EFT22143	11/12/2025	TAMSYN CROMBIE	MUSICAL ENTERTAINMENT AT 2025 PARK PARTY	\$ 300.00
EFT22144	11/12/2025	VALLEY AIRCON & REFRIGERATION	AIR CONDITIONER AND HEATER SERVICING AT SWIMMING POOL	\$ 275.00
EFT22145	11/12/2025	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 169.19
EFT22146	11/12/2025	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$ 409.63
EFT22147	16/12/2025	BRYDON FARE	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 1,375.00
EFT22148	16/12/2025	DARIAN LESLIE SMITH	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 1,375.00
EFT22149	16/12/2025	DESMOND LAURENCE HICKEY	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 5,625.00
EFT22150	16/12/2025	HEATHER VICTORIA TALBOT	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 1,480.10
EFT22151	16/12/2025	MATTHEW BEN DICKINSON	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 2,750.00
EFT22152	16/12/2025	MEGAN RUTH LEACH	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 3,418.90
EFT22153	16/12/2025	MICHAEL ANDREW WEGUELIN	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 1,375.00
EFT22154	16/12/2025	SHARON LYNNE JACOBS	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 6,125.00
EFT22155	16/12/2025	WILLIAM THOMAS ERIC DYER	COUNCILLOR SITTING FEES AND ALLOWANCES	\$ 1,375.00
EFT22156	17/12/2025	A TEAM PRINTING PTY LTD	BULK PRINTING SERVICES	\$ 328.90
EFT22157	17/12/2025	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS AND BATHROOM SUPPLIES	\$ 2,106.39
EFT22158	17/12/2025	AJ & LD SZCZECINSKI	3,000 CUBIC METRES OF GRAVEL	\$ 3,300.00
EFT22159	17/12/2025	ARROW BRONZE	NICHE WALL PLAQUES	\$ 1,282.00
EFT22160	17/12/2025	AUSTRALIA POST	POSTAGE CHARGES FOR NOVEMBER 2025	\$ 112.40
EFT22161	17/12/2025	AVON WASTE	RUBBISH COLLECTION FOR NOVEMBER 2025	\$ 23,055.76
EFT22162	17/12/2025	BOC LIMITED	CONTAINER SERVICE FEE FOR SWIMMING POOL - MEDICAL OXYGEN	\$ 14.40
EFT22163	17/12/2025	BEST OFFICE SYSTEMS	PRINTING CHARGES - ADMIN OFFICE, RESOURCE CENTRE, WORKS DEPOT	\$ 525.28
EFT22164	17/12/2025	BROWNLEY'S PLUMBING & GAS	PLUMBING SERVICES - CREC, 32 CAMM STREET	\$ 676.50
EFT22165	17/12/2025	CJS AGRI-MECHANICS	PLANT SERVICE & REPAIRS - PRIME MOVERS, GRADER	\$ 11,051.24
EFT22166	17/12/2025	CITY OF KALAMUNDA	BUILDING SERVICES - JULY TO NOVEMBER 2025	\$ 1,979.03
EFT22167	17/12/2025	CORASANITI CONSTRUCTION	UPGRADE BASKETBALL COURT AT SWIMMING POOL	\$ 11,488.40

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF DECEMBER 2025

EFT22168	17/12/2025	CORRIGIN CARAVAN PARK	GAS BOTTLES FOR SWIMMING POOL	\$	200.00
EFT22169	17/12/2025	CORRIGIN DISTRICT HIGH SCHOOL	DONATION TOWARDS PRESENTATION NIGHT AWARD	\$	40.00
EFT22170	17/12/2025	CORRIGIN MEDICAL CENTRE	PRE-EMPLOYMENT MEDICAL APPOINTMENT	\$	215.00
EFT22171	17/12/2025	CORRIGIN OFFICE SUPPLIES	STATIONERY SUPPLIES FOR NOVEMBER 2025	\$	664.82
EFT22172	17/12/2025	CORRIGIN ROADHOUSE	REFRESHMENTS AND CATERING	\$	165.50
EFT22173	17/12/2025	CUBALLING WINDSCREENS	PLANT REPAIRS - LOADER	\$	1,941.83
EFT22174	17/12/2025	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2025/2026 ESL SECOND QUARTER CONTRIBUTION	\$	39,873.95
EFT22175	17/12/2025	DEPT OF LOCAL GOVERNMENT, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY FOR NOVEMBER 2025	\$	56.65
EFT22176	17/12/2025	EVOLVE PLUS	12 MONTH SUBSCRIPTION FOR ONLINE BOOKING SYSTEM	\$	1,430.00
EFT22177	17/12/2025	EXURBAN PTY LTD	TOWN PLANNING CONSULTANCY SERVICES FOR NOVEMBER 2025	\$	4,546.27
EFT22178	17/12/2025	FIRST HEALTH SERVICES	MEDICAL SUPPORT SERVICE FEE FOR DECEMBER 2025	\$	14,497.79
EFT22179	17/12/2025	FLICK ANTICIMEX PTY LTD	ANNUAL SERVICE FEE FOR SHARPS DISPOSAL UNITS IN SHIRE FACILITIES	\$	429.00
EFT22180	17/12/2025	GREAT SOUTHERN FUEL SUPPLIES	FUEL SUPPLIES FOR NOVEMBER 2025 INCLUSIVE OF FUEL CARD PURCHASES	\$	28,074.33
EFT22181	17/12/2025	HADDEO INFRASTRUCTURE AGRICULTURE PTY LTD	CONSULTANCY SERVICES - VARIOUS ROAD PROJECTS	\$	3,014.00
EFT22182	17/12/2025	HARRIS ZUGLIAN ELECTRICS	ELECTRICAL SERVICES - SWIMMING POOL, LOCHNESS DAM PUMP	\$	271.48
EFT22183	17/12/2025	HUTTON AND NORTHEY SALES	PLANT PARTS - TRI AXLE LOW LOADER TRAILER	\$	400.28
EFT22184	17/12/2025	INSTANT WEIGHING	FAULT FIND AT BENDERING WEIGH BRIDGE	\$	1,618.10
EFT22185	17/12/2025	REYNOLDS, JOHN JAMES	STAFF REIMBURSEMENT	\$	45.00
EFT22186	17/12/2025	KATEMS SUPERMARKET	REFRESHMENTS AND CATERING SUPPLIES FOR NOVEMBER 2025	\$	551.74
EFT22187	17/12/2025	MARKETFORCE - OMNICOM MEDIA	ADVERTISING - DEVELOPMENT APPLICATION PUBLIC NOTICE	\$	1,711.18
EFT22188	17/12/2025	MCLEODS LAWYERS	LEGAL ADVICE - CEO CONTRACT	\$	1,241.46
EFT22189	17/12/2025	MY SAFETY BUDDY	MY SAFETY BUDDY SUBSCRIPTION FOR NOVEMBER 2025	\$	36.00
EFT22190	17/12/2025	NA TURNER & SON	CUSTOMER REFUND	\$	1,600.00
EFT22191	17/12/2025	NEU-TECH AUTO ELECTRICS, TYRES & MECHANICAL	PLANT PARTS - SEMI WATER TANKER	\$	121.00
EFT22192	17/12/2025	NUTRIEN AG SOLUTIONS LIMITED	BUNDLE OF FENCE DROPPERS	\$	211.86
EFT22193	17/12/2025	OFFICE OF THE AUDITOR GENERAL	2024/2025 AUDIT FEES	\$	46,382.60
EFT22194	17/12/2025	PATHWEST LABORATORY MEDICINE W.A.	PRE-EMPLOYMENT DRUG AND ALCOHOL SCREENING	\$	49.50
EFT22195	17/12/2025	PICNIC TABLES HIRE & SALES PTY LTD	PICNIC TABLES WITH CANOPIES FOR SWIMMING POOL	\$	5,830.00
EFT22196	17/12/2025	ROYAL LIFE SAVING SOCIETY WA	SUBSCRIPTION FOR WATCH AROUND WATER PROGRAM	\$	165.00
EFT22197	17/12/2025	SCAVENGER FIRE & SAFETY	BUSHFIRE UNIFORM ORDER	\$	681.67
EFT22198	17/12/2025	SHERRIN RENTALS	PLANT HIRE - PADFOOT ROLLER	\$	3,234.00
EFT22199	17/12/2025	SHIRE OF BROOKTON	PROVISION OF COMMUNITY EMERGENCY SERVICES MANAGER - JULY TO SEPT 2025	\$	4,464.34
EFT22200	17/12/2025	TEAM GLOBAL EXPRESS - TOLL GLOBAL	FREIGHT CHARGES	\$	151.66
EFT22201	17/12/2025	TIN HORSE AUTOMOTIVE	PLANT SERVICE - FORD EVEREST SUV	\$	2,421.62
EFT22202	17/12/2025	WA CONTRACT RANGER SERVICES	RANGER SERVICES - ANIMAL CONTROL	\$	693.00
EFT22203	17/12/2025	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	COUNCILLOR TRAINING REGISTRATION	\$	566.50
EFT22204	17/12/2025	WALLIS COMPUTER SOLUTIONS	2025/2026 ADOBE PRO, UPS TOWER FOR CRC, BACKUP SOLUTION FOR ROE EHO LAPTOP	\$	2,977.11
EFT22205	17/12/2025	WARDA KADAK TRAFFIC SERVICES PTY LTD	TRAFFIC MANAGEMENT SERVICES	\$	23,006.51
EFT22206	17/12/2025	WESTERN HYDRAULICS CORRIGIN	PLANT PARTS - TRI AXLE LOW LOADER TRAILER	\$	156.88
EFT22207	17/12/2025	WILKINSON, KAREN	STAFF REIMBURSEMENT	\$	433.80
EFT22208	17/12/2025	WILSONS SIGN SOLUTIONS	SHIRE PRESIDENT HONOUR BOARD UPDATES	\$	88.00
EFT22209	24/12/2025	ARM SECURITY	ALARM MONITORING SERVICES - WORKS DEPOT	\$	171.01
EFT22210	24/12/2025	BD WATER PTY LTD	MAIN OVAL RETICULATION UPGRADE - PROGRESS PAYMENT	\$	37,383.49

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF DECEMBER 2025

EFT22211	24/12/2025	BEST OFFICE SYSTEMS	PRINTING CHARGES - ADMIN OFFICE	\$ 187.52
EFT22212	24/12/2025	BRANDWORX	STAFF UNIFORMS	\$ 632.49
EFT22213	24/12/2025	CEI PTY LTD T/AS RAECO	DOUBLE SIDED STORAGE TUBS FOR LIBRARY	\$ 955.90
EFT22214	24/12/2025	CJS AGRI-MECHANICS	PLANT REPAIRS - PRIME MOVER	\$ 1,664.85
EFT22215	24/12/2025	CTI LOGISTICS	FREIGHT CHARGES	\$ 354.75
EFT22216	24/12/2025	COHESIS PTY LTD	CONSULTANCY SERVICES - ICT SUPPORT TENDER PROCESS	\$ 4,675.00
EFT22217	24/12/2025	CORRIGIN ENGINEERING PTY LTD	METAL PIPES FOR BENCH AT DOG PARK	\$ 27.23
EFT22218	24/12/2025	CORRIGIN HARDWARE	HARDWARE SUPPLIES FOR NOVEMBER 2025	\$ 2,172.85
EFT22219	24/12/2025	CORRIGIN HOTEL	REFRESHMENTS AND CATERING	\$ 1,669.92
EFT22220	24/12/2025	CORRIGIN TYREPOWER	PLANT REPAIRS - ISUZU D-MAX UTE	\$ 790.00
EFT22221	24/12/2025	ELDERS RURAL SERVICES AUSTRALIA LIMITED	STAFF SAFETY BOOTS	\$ 176.00
EFT22222	24/12/2025	INDUSTRIAL AUTOMATION GROUP PTY LTD	STANDPIPE REMOTE ACCESS CHARGES - JANUARY TO DECEMBER 2026	\$ 3,676.20
EFT22223	24/12/2025	JARRAD MIREK FILINSKI	STAFF REIMBURSEMENT	\$ 250.00
EFT22224	24/12/2025	KNB CONSTRUCTION SERVICES	CEILING REPLACEMENT AT THE WINDMILL BUILDING	\$ 9,740.00
EFT22225	24/12/2025	M2 TECHNOLOGY GROUP PTY LTD (M2 ON HOLD)	ON HOLD TELEPHONE SUBSCRIPTION FOR DECEMBER 2025	\$ 110.00
EFT22226	24/12/2025	METROCOUNT	BATTERY PACKS FOR METROCOUNT UNITS	\$ 346.50
EFT22227	24/12/2025	NEU-TECH AUTO ELECTRICS, TYRES & MECHANICAL	PLANT SERVICE - CENTRAL FIRE TRUCK TRAILER	\$ 1,880.39
EFT22228	24/12/2025	PORTER CONSULTING ENGINEERS	SURVEY AND DESIGN FOR BULLARING GORGE ROCK INTERSECTION	\$ 1,485.00
EFT22229	24/12/2025	QUAIRADING EARTHMOVING	PUSHING UP GRAVEL, REMOVAL OF ROAD CREST	\$ 54,296.00
EFT22230	24/12/2025	RURAL TREES SERVICES	TREE STUMP GRINDING IN HILL STREET	\$ 26.95
EFT22231	24/12/2025	SHERIDAN'S BADGES AND ENGRAVING	WAR MEMORIAL ROLL OF HONOUR PLAQUE	\$ 1,311.20
EFT22232	24/12/2025	SHIRE OF NAREMBEEN	BENDERING WASTE SITE - CONSTRUCTION OF NEW CELLS	\$ 8,840.00
EFT22233	24/12/2025	SIGMA TELFORD GROUP	SWIMMING POOL CHEMICALS	\$ 3,570.56
EFT22234	24/12/2025	TEAM GLOBAL EXPRESS - TOLL GLOBAL	FREIGHT CHARGES	\$ 243.86
EFT22235	24/12/2025	TELSTRA LIMITED	PHONE AND INTERNET CHARGES	\$ 1,651.15
EFT22236	24/12/2025	THOR EARTH PLANT HIRE	PLANT HIRE - WATER TRUCK	\$ 11,440.00
EFT22237	24/12/2025	TREMAR CONTRACTING	PUMP OUT GORGE ROCK TOILETS	\$ 330.00
EFT22238	24/12/2025	WARDA KADAK TRAFFIC SERVICES PTY LTD	TRAFFIC MANAGEMENT SERVICES	\$ 12,901.63
EFT22239	24/12/2025	WEST COAST SEAFOOD LICENCE NO 3	REFRESHMENTS AND CATERING SUPPLIES	\$ 245.00
EFT22240	24/12/2025	WEST COAST TURF	KIKUYU LAWN FOR ROTARY PARK	\$ 4,554.00
EFT22241	24/12/2025	WESTERN MECHANICAL CORRIGIN	PLANT PARTS - ROLLER	\$ 817.33
EFT22242	24/12/2025	WHEATBELT COFFEE TIME	COMPLIMENTARY ICE CREAMS FOR 2025 PARK PARTY	\$ 700.00
EFT22243	24/12/2025	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$ 169.19
EFT22244	24/12/2025	CORRIGIN SHIRE WORKERS SOCIAL CLUB	PAYROLL DEDUCTIONS	\$ 135.00
EFT22245	24/12/2025	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$ 409.63
TOTAL EFT PAYMENTS				\$ 603,455.45

DIRECT DEBIT PAYMENTS

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18121.1	02/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 9,835.04
DD18158.1	03/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 33.34
DD18273.1	03/12/2025	NATIONAL AUSTRALIA BANK	CREDIT CARD PAYMENT	\$ 3,610.48
DD18161.1	04/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 127.24

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF DECEMBER 2025

DD18160.1	05/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 88.65
DD18157.1	08/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 452.66
DD18159.1	08/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 593.35
DD18162.1	09/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 96.71
DD18209.1	10/12/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 11,066.28
DD18209.2	10/12/2025	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 466.00
DD18209.3	10/12/2025	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,583.84
DD18209.4	10/12/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,630.77
DD18209.5	10/12/2025	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 432.30
DD18209.6	10/12/2025	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION CONTRIBUTIONS	\$ 309.74
DD18218.1	16/12/2025	RAIZ INVEST SUPER	COUNCILLOR SUPERANNUATION CONTRIBUTIONS	\$ 135.00
DD18218.2	16/12/2025	ONEANSWER FRONTIER PERSONAL SUPER	COUNCILLOR SUPERANNUATION CONTRIBUTIONS	\$ 615.00
DD18218.3	16/12/2025	GESB SUPER SCHEME	COUNCILLOR SUPERANNUATION CONTRIBUTIONS	\$ 330.00
DD18218.4	16/12/2025	MERCER SUPER TRUST	COUNCILLOR SUPERANNUATION CONTRIBUTIONS	\$ 135.00
DD18218.5	16/12/2025	AWARE SUPER	COUNCILLOR SUPERANNUATION CONTRIBUTIONS	\$ 135.00
DD18238.1	18/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 8,742.70
DD18237.1	22/12/2025	WATER CORPORATION OF WA	WATER CHARGES	\$ 1,580.61
DD18239.1	23/12/2025	SYNERGY	ELECTRICITY CHARGES	\$ 73.60
DD18260.1	24/12/2025	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 11,713.44
DD18260.2	24/12/2025	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 480.58
DD18260.3	24/12/2025	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,581.30
DD18260.4	24/12/2025	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,332.99
DD18260.5	24/12/2025	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	\$ 93.22
DD18260.6	24/12/2025	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 538.81
DD18260.7	24/12/2025	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION CONTRIBUTIONS	\$ 315.16
DD18271.1	29/12/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 102 INTEREST PAYMENT - CORRIGIN RECREATION & EVENTS CENTRE	\$ 77,276.28
TOTAL DIRECT DEBIT PAYMENTS				\$ 136,405.09

EFT PAYROLL PAYMENTS

PPE #	DATE	NAME	DESCRIPTION	AMOUNT
PPE101225	11/12/2025	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 78,167.85
PPE241225	24/12/2025	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 85,215.88
TOTAL EFT PAYROLL PAYMENTS				\$ 163,383.73

MUNICIPAL ACCOUNT - TOTAL PAYMENTS \$ 903,244.27

TRUST ACCOUNT

EFT PAYMENTS

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT22127	11/12/2025	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES FOR NOVEMBER 2025	\$ 154.29
EFT22128	11/12/2025	SHIRE OF CORRIGIN - MUNICIPAL	TRANSWA TICKET COMMISSIONS FOR NOVEMBER 2025	\$ 19.56
TOTAL EFT PAYMENTS				\$ 173.85

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF DECEMBER 2025

TRUST ACCOUNT - TOTAL PAYMENTS \$ 173.85

LICENSING TRUST ACCOUNT

DIRECT DEBIT PAYMENTS

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18174.1	01/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,203.80
DD18182.1	02/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 760.95
DD18184.1	03/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,344.80
DD18187.1	04/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 62.40
DD18189.1	05/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 860.75
DD18192.1	08/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 8,308.40
DD18204.1	09/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,726.60
DD18206.1	10/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 417.80
DD18214.1	11/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 7,678.55
DD18216.1	12/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 3,066.30
DD18222.1	15/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,785.65
DD18224.1	16/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 13,380.60
DD18234.1	17/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 9,895.20
DD18248.1	18/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,139.65
DD18250.1	19/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,502.60
DD18252.1	22/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 10,851.20
DD18258.1	23/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 519.30
DD17006.1	24/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 522.05
DD18265.1	24/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 256.65
DD17008.1	27/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,132.80
DD18264.1	29/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 12,430.85
DD17010.1	30/12/2025	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 507.90

TOTAL DIRECT DEBIT PAYMENTS **\$ 81,354.80**

LICENSING TRUST ACCOUNT - TOTAL PAYMENTS \$ 81,354.80

TOTAL MUNICIPAL ACCOUNT PAYMENTS **\$ 903,244.27**

TOTAL TRUST ACCOUNT PAYMENTS **\$ 173.85**

TOTAL EDNA STEVENSON TRUST ACCOUNT PAYMENTS **\$ -**

TOTAL LICENSING TRUST ACCOUNT PAYMENTS **\$ 81,354.80**

TOTAL OF ALL ACCOUNT PAYMENTS \$ 984,772.92

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF DECEMBER 2025

CREDIT CARD PURCHASES

DATE	NAME	DESCRIPTION	AMOUNT
06/11/2025	CROWN TOWERS BURSWOOD	CEO ACCOMMODATION FOR LG PRO ANNUAL STATE CONFERENCE	\$ 1,365.53
10/11/2025	SAFETY CULTURE	ANNUAL SUBSCRIPTION FOR IAUDITOR SAFETY APP	\$ 316.80
11/11/2025	INK STATION	INK CARTRIDGES FOR RESOURCE CENTRE PHOTO PRINTER	\$ 43.92
11/11/2025	BIG W	GIGANTIC BUBBLE BLOWING LOOP FOR 2025 PARK PARTY	\$ 89.95
11/11/2025	BEAN BAGS R US	BEAN BAGS FOR 2025 PARK PARTY	\$ 530.73
11/11/2025	CUSHION HOUSE	CRUMBED FOAM BEAN BAG FILLING FOR 2025 PARK PARTY	\$ 372.00
12/11/2025	HUMANTIX	STAFF REGISTRATIONS - GRANT WRITING AND AI WORKSHOP	\$ 616.00
13/11/2025	BIG W	CREDIT FOR SENIORS WEEK ACTIVITY SUPPLIES PURCHASED IN OCTOBER 2025	-\$ 71.93
14/11/2025	BIG W	SENIORS WEEK ACTIVITY SUPPLIES	\$ 71.93
19/11/2025	OFFICEWORKS	PHOTO PAPER FOR RESOURCE CENTRE PHOTO PRINTER	\$ 54.95
24/11/2025	CORRIGIN SHIRE LICENSING	PLATE CHANGE FEES FOR SKIDSTEER LOADER CR13 AND FORKLIFT CR4030	\$ 77.60
25/11/2025	CORRIGIN SHIRE LICENSING	PLATE REMAKE FEE FOR FORKLIFT CR4030	\$ 52.10
27/11/2025	CORRIGIN SHIRE LICENSING	PLATE CHANGE FEE AND PLATE REMAKE FEE FOR TRI AXLE LOW LOADER TRAILER CR2233	\$ 90.90
TOTAL CREDIT CARD PURCHASES			<u>\$ 3,610.48</u>

FUEL CARD PURCHASES

DATE	NAME	DESCRIPTION	AMOUNT
30/11/2025	ADMINISTRATION VEHICLE - CR1	FUEL CARD PURCHASES FOR NOVEMBER 2025	\$ 514.08
30/11/2025	ADMINISTRATION VEHICLE - 2CR	FUEL CARD PURCHASES FOR NOVEMBER 2025	\$ 142.80
30/11/2025	WORKS AND SERVICES VEHICLE - 1CR	FUEL CARD PURCHASES FOR NOVEMBER 2025	\$ 508.64
30/11/2025	MEDICAL SERVICES VEHICLE - CR1000	FUEL CARD PURCHASES FOR NOVEMBER 2025	\$ 464.93
30/11/2025	ROE HEALTH VEHICLE - 4CR	FUEL CARD PURCHASES FOR NOVEMBER 2025	\$ 1,745.61
30/11/2025	BUSHFIRE BRIGADE VEHICLE - BILBARIN	FUEL CARD PURCHASES FOR NOVEMBER 2025	\$ 48.55
TOTAL FUEL CARD PURCHASES			<u>\$ 3,424.61</u>

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF JANUARY 2026

MUNICIPAL ACCOUNT

EFT PAYMENTS

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT22248	08/01/2026	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS AND BATHROOM SUPPLIES	\$ 144.32
EFT22249	08/01/2026	BOC LIMITED	CONTAINER SERVICE FEE FOR SWIMMING POOL - MEDICAL OXYGEN	\$ 14.88
EFT22250	08/01/2026	BEST OFFICE SYSTEMS	PRINTING CHARGES - RESOURCE CENTRE, WORKS DEPOT	\$ 126.11
EFT22251	08/01/2026	BITUTEK PTY LTD	BITUMEN SEAL - WICKEPIN CORRIGIN ROAD	\$ 145,411.20
EFT22252	08/01/2026	BRIGHT SPARK ELECTRICAL CONTRACTING	PLANT REPAIRS - GENERATOR	\$ 1,453.15
EFT22253	08/01/2026	BROWNLEY'S PLUMBING & GAS	PLUMBING SERVICES - WALTON STREET TOILETS	\$ 1,687.40
EFT22254	08/01/2026	CJS AGRI-MECHANICS	PLANT REPAIRS - PRIME MOVER	\$ 2,197.03
EFT22255	08/01/2026	CONNELLY IMAGES	STAFF FAREWELL GIFT	\$ 387.20
EFT22256	08/01/2026	CORRIGIN BASKETBALL ASSOCIATION INC	BOND REFUND	\$ 100.00
EFT22257	08/01/2026	CORRIGIN TYREPOWER	PLANT REPAIRS - TIPPER TRUCK	\$ 1,780.00
EFT22258	08/01/2026	DEPT OF LOCAL GOVERNMENT, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY FOR DECEMBER 2025	\$ 86.26
EFT22259	08/01/2026	DR T RAMAKRISHNA	SUBSIDY PAYMENT AS PER AGREEMENT - OCTOBER TO DECEMBER 2025	\$ 19,074.12
EFT22260	08/01/2026	FIRST HEALTH SERVICES	MEDICAL SUPPORT SERVICE FEE FOR JANUARY 2026	\$ 14,497.79
EFT22261	08/01/2026	HENRY, MYRA	STAFF REIMBURSEMENT	\$ 1,499.91
EFT22262	08/01/2026	HERSEY'S SAFETY PTY LTD	HARDWARE AND SAFETY SUPPLIES	\$ 683.12
EFT22263	08/01/2026	JLT RISK SOLUTIONS PTY LTD - (LGIS RISK MANAGEMENT)	LGIS REGIONAL RISK COORDINATOR PROGRAM - JULY TO DECEMBER 2025	\$ 5,472.50
EFT22264	08/01/2026	MARKETFORCE - OMNICOM MEDIA	ADVERTISING - DISPOSAL OF PROPERTY	\$ 340.20
EFT22265	08/01/2026	MARCO JAMES DI FULVIO	TEST AND TAG SERVICES - VARIOUS SHIRE BUILDINGS	\$ 3,772.50
EFT22266	08/01/2026	NEU-TECH AUTO ELECTRICS, TYRES & MECHANICAL	PLANT SERVICE - GENERATOR	\$ 429.00
EFT22267	08/01/2026	PORTER CONSULTING ENGINEERS	DETAIL DESIGN FOR BRUCE ROCK-CORRIGIN ROAD	\$ 6,600.00
EFT22268	08/01/2026	REYNOLDS, JOHN JAMES	STAFF REIMBURSEMENT	\$ 45.00
EFT22269	08/01/2026	SHENTON ENTERPRISES PTY LTD	TROLLEY WITH AIRTIGHT PUMP AND CARTRIDGE FILTERS FOR POOL	\$ 2,915.00
EFT22270	08/01/2026	SHERRIN RENTALS	PLANT HIRE - PADFOOT ROLLER	\$ 2,772.00
EFT22271	08/01/2026	TEAM GLOBAL EXPRESS - TOLL GLOBAL	FREIGHT CHARGES	\$ 40.93
EFT22272	08/01/2026	TELSTRA LIMITED	PHONE AND INTERNET CHARGES	\$ 1,967.13
EFT22273	08/01/2026	THE BLUE POSY	CHRISTMAS WREATH WORKSHOP AT RESOURCE CENTRE	\$ 1,200.00
EFT22274	08/01/2026	THE BUTCHERS BLOCK	REFRESHMENTS AND CATERING SUPPLIES	\$ 504.00
EFT22275	08/01/2026	WA CONTRACT RANGER SERVICES	RANGER SERVICES - ANIMAL CONTROL	\$ 375.38
EFT22276	08/01/2026	WALLIS COMPUTER SOLUTIONS	REPLACEMENT PC FOR RESOURCE CENTRE, STRATEGIC ICT PLAN FOR SHIRE	\$ 7,535.00
EFT22277	08/01/2026	WESTERN MECHANICAL CORRIGIN	PLANT PARTS - HIRE PADFOOT ROLLER	\$ 55.33
EFT22278	08/01/2026	WILKINSON, KAREN	STAFF REIMBURSEMENT	\$ 321.20

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF JANUARY 2026

EFT22279	08/01/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$	169.19
EFT22280	08/01/2026	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$	409.63
EFT22281	22/01/2026	AUSTRALIA POST	POSTAGE CHARGES FOR DECEMBER 2025	\$	115.92
EFT22282	22/01/2026	BD WATER PTY LTD	MAIN OVAL RETICULATION UPGRADE - PROGRESS PAYMENT	\$	203,362.31
EFT22283	22/01/2026	CORRIGIN AG SOLUTIONS	STAFF SAFETY BOOTS	\$	159.50
EFT22284	22/01/2026	CORRIGIN OFFICE SUPPLIES	STATIONERY SUPPLIES FOR DECEMBER 2025	\$	421.81
EFT22285	22/01/2026	CORRIGIN ROADHOUSE	REFRESHMENTS AND CATERING SUPPLIES	\$	600.00
EFT22286	22/01/2026	CORRIGIN TYREPOWER	PLANT REPAIRS - PRIME MOVER, DOLLY TRAILER	\$	205.00
EFT22287	22/01/2026	DAIMLER TRUCKS PERTH	PURCHASE OF NEW CREW CAB TRUCK	\$	126,868.87
EFT22288	22/01/2026	EXEC SECURITY	ALARM MONITORING SERVICES - CREC	\$	820.00
EFT22289	22/01/2026	EXURBAN PTY LTD	TOWN PLANNING CONSULTANCY SERVICES FOR DECEMBER 2025	\$	5,351.10
EFT22290	22/01/2026	FITZ GERALD STRATEGIES	SHIRE OF CORRIGIN ENTERPRISE AGREEMENT REVIEW AND NEGOTIATION	\$	16,654.74
EFT22291	22/01/2026	GREAT SOUTHERN FUEL SUPPLIES	BULK FUEL SUPPLIES FOR DECEMBER 2025	\$	18,520.72
EFT22292	22/01/2026	HARRIS ZUGLIAN ELECTRICS	ELECTRICAL SERVICES - THE WINDMILL BUILDING	\$	1,108.74
EFT22293	22/01/2026	MCMILES INDUSTRIES PTY LTD	ANALYSIS OF WATER FROM LOCHNESS DAM TANKS	\$	951.50
EFT22294	22/01/2026	MCPEST PEST CONTROL	EXTERNAL PEST CONTROL SPRAY TO SHIRE RESIDENCES	\$	2,134.00
EFT22295	22/01/2026	METROCOUNT	CENTRELINE FIELD FLAPS	\$	4,147.00
EFT22296	22/01/2026	MY SAFETY BUDDY	MY SAFETY BUDDY SUBSCRIPTION FOR DECEMBER 2025	\$	42.45
EFT22297	22/01/2026	NATURAL PARK	16,000 CUBIC METRES OF GRAVEL	\$	17,600.00
EFT22298	22/01/2026	NEU-TECH AUTO ELECTRICS, TYRES & MECHANICAL	WASH DOWN HOSE, PLANT SERVICE - ISUZU D-MAX UTE	\$	1,317.64
EFT22299	22/01/2026	QUAIRADING EARTHMOVING	PUSHING UP GRAVEL	\$	28,160.00
EFT22300	22/01/2026	SHERRIN RENTALS	PLANT HIRE - PADFOOT ROLLER	\$	924.00
EFT22301	22/01/2026	SIGMA TELFORD GROUP	SWIMMING POOL CHEMICALS	\$	1,236.95
EFT22302	22/01/2026	THE WEST AUSTRALIAN	ADVERTISING - DISPOSAL OF PROPERTY, ANNUAL ELECTORS MEETING	\$	1,154.00
EFT22303	22/01/2026	THE WINDMILL NEWSPAPER	ADVERTISING - PLANNING PROPOSAL PUBLIC NOTICE	\$	70.00
EFT22304	22/01/2026	TREMAR CONTRACTING	PUMP OUT RV DUMP POINT	\$	539.00
EFT22305	22/01/2026	VALLEY AIRCON & REFRIGERATION	SUPPLY AND INSTALL NEW VENTILATION SYSTEM INTO POOL PUMP ROOM	\$	18,460.20
EFT22306	22/01/2026	WALLIS COMPUTER SOLUTIONS	WINDOWS 11 UPGRADES FOR PC'S	\$	4,108.50
EFT22307	22/01/2026	WARDA KADAK TRAFFIC SERVICES PTY LTD	TRAFFIC MANAGEMENT SERVICES	\$	25,213.38
EFT22308	22/01/2026	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT FOR DECEMBER 2025	\$	33,589.00
EFT22309	22/01/2026	BAIRSTOW, RACHEL	STAFF REIMBURSEMENT	\$	489.70
EFT22310	22/01/2026	CORRIGIN BOWLING CLUB	REFRESHMENTS FOR 2025 STAFF CHRISTMAS PARTY	\$	1,236.50
EFT22311	22/01/2026	JOB, RHYS	BOND REFUND	\$	100.00
EFT22312	22/01/2026	KGO ENTERPRISES PTY LTD T/AS PERTH BOUNCY CASTLE HIRE	AMUSEMENTS HIRE FOR 2025 PARK PARTY	\$	8,032.64
EFT22313	22/01/2026	NEWTON, DAWN	BOND REFUND	\$	70.00

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF JANUARY 2026

EFT22314	22/01/2026	POOL & PUMP SERVICE & REPAIRS PTY LTD	INVESTIGATE AND REPAIR HYDROPOOL ELECTRICAL ERROR	\$	1,481.70
EFT22315	22/01/2026	THOR EARTH PLANT HIRE	PLANT HIRE - WATER TRUCK	\$	23,232.00
EFT22316	22/01/2026	WATTS, BRENT RICHARD	STAFF REIMBURSEMENT	\$	250.00
EFT22317	22/01/2026	WHITEHEAD, DAMIAN	STAFF REIMBURSEMENT	\$	250.00
EFT22318	22/01/2026	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	\$	169.19
EFT22319	22/01/2026	CORRIGIN SHIRE WORKERS SOCIAL CLUB	PAYROLL DEDUCTIONS	\$	140.00
EFT22320	22/01/2026	SALARY PACKAGING AUSTRALIA	SALARY PACKAGING PAYROLL DEDUCTION	\$	409.63
				TOTAL EFT PAYMENTS	\$ 773,764.17

DIRECT DEBIT PAYMENTS

DD #	DATE	NAME	DESCRIPTION	AMOUNT	
DD18254.1	02/01/2026	SYNERGY	ELECTRICITY CHARGES	\$ 2,509.32	
DD18255.1	02/01/2026	SYNERGY	ELECTRICITY CHARGES	\$ 6,688.23	
DD18240.1	05/01/2026	SYNERGY	ELECTRICITY CHARGES	\$ 4,569.14	
DD18339.1	05/01/2026	NATIONAL AUSTRALIA BANK	CREDIT CARD PAYMENT	\$ 1,106.39	
DD18281.1	07/01/2026	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 11,359.50	
DD18281.2	07/01/2026	HSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 233.00	
DD18281.3	07/01/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,642.23	
DD18281.4	07/01/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 2,076.61	
DD18281.5	07/01/2026	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 545.31	
DD18281.6	07/01/2026	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION CONTRIBUTIONS	\$ 310.03	
DD18333.1	16/01/2026	SYNERGY	ELECTRICITY CHARGES	\$ 91.42	
DD18334.1	20/01/2026	SYNERGY	ELECTRICITY CHARGES	\$ 329.87	
DD18296.1	21/01/2026	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 11,577.45	
DD18296.2	21/01/2026	HSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	\$ 174.75	
DD18296.3	21/01/2026	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,718.32	
DD18296.4	21/01/2026	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	\$ 1,997.82	
DD18296.5	21/01/2026	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 532.30	
DD18296.6	21/01/2026	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION CONTRIBUTIONS	\$ 312.88	
DD18335.1	23/01/2026	SYNERGY	ELECTRICITY CHARGES	\$ 4,414.66	
DD18336.1	27/01/2026	WATER CORPORATION OF WA	WATER CHARGES	\$ 3,746.66	
DD18337.1	29/01/2026	WATER CORPORATION OF WA	WATER CHARGES	\$ 3,729.69	
DD18338.1	30/01/2026	WATER CORPORATION OF WA	WATER CHARGES	\$ 11,476.29	
				TOTAL DIRECT DEBIT PAYMENTS	\$ 71,141.87

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF JANUARY 2026

EFT PAYROLL PAYMENTS

PPE #	DATE	NAME	DESCRIPTION	AMOUNT
PPE070126	08/01/2026	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 74,784.55
PPE210126	22/01/2026	PAYROLL	FORTNIGHTLY PAYROLL PAYMENT TO EMPLOYEES	\$ 74,184.75
TOTAL EFT PAYROLL PAYMENTS				\$ 148,969.30
MUNICIPAL ACCOUNT - TOTAL PAYMENTS				\$ 993,875.34

TRUST ACCOUNT

EFT PAYMENTS

EFT #	DATE	NAME	DESCRIPTION	AMOUNT
EFT22246	08/01/2026	PUBLIC TRANSPORT AUTHORITY	TRANSWA TICKET SALES FOR DECEMBER 2025	\$ 36.93
EFT22247	08/01/2026	SHIRE OF CORRIGIN - MUNICIPAL	TRANSWA TICKET COMMISSIONS FOR DECEMBER 2025	\$ 6.52
TOTAL EFT PAYMENTS				\$ 43.45
TRUST ACCOUNT - TOTAL PAYMENTS				\$ 43.45

LICENSING TRUST ACCOUNT

DIRECT DEBIT PAYMENTS

DD #	DATE	NAME	DESCRIPTION	AMOUNT
DD18279.1	07/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,873.70
DD18285.1	08/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,179.95
DD18310.1	09/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 6,648.45
DD18312.1	12/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 708.65
DD18314.1	13/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,392.60
DD18316.1	14/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 7,161.65
DD18318.1	15/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,007.20
DD18320.1	16/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 183.15
DD18322.1	19/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 979.05
DD18324.1	20/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,191.25
DD18326.1	21/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 964.35
DD18328.1	23/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 1,608.55
DD18330.1	27/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 3,540.95
DD18332.1	28/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$ 2,141.90

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF JANUARY 2026

DD18341.1	29/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$	1,126.60
DD18343.1	30/01/2026	DEPT OF TRANSPORT AND MAJOR INFRASTRUCTURE	DOT DIRECT DEBIT FOR LICENSING TRANSACTIONS	\$	3,641.45
			TOTAL DIRECT DEBIT PAYMENTS	\$	38,349.45
			LICENSING TRUST ACCOUNT - TOTAL PAYMENTS	\$	<u>38,349.45</u>
			TOTAL MUNICIPAL ACCOUNT PAYMENTS	\$	993,875.34
			TOTAL TRUST ACCOUNT PAYMENTS	\$	43.45
			TOTAL EDNA STEVENSON TRUST ACCOUNT PAYMENTS	\$	-
			TOTAL LICENSING TRUST ACCOUNT PAYMENTS	\$	38,349.45
			TOTAL OF ALL ACCOUNT PAYMENTS	\$	<u>1,032,268.24</u>

SCHEDULE OF ACCOUNTS PAID FOR THE MONTH OF JANUARY 2026

CREDIT CARD PURCHASES

DATE	NAME	DESCRIPTION	AMOUNT
05/12/2025	CORRIGIN SHIRE LICENSING	PLATE REMAKE FEE FOR LOADER CR13	\$ 52.10
10/12/2025	MITRE 10 / HOME HARDWARE	NEW WET/DRY VACUUM FOR ADMIN BUILDING	\$ 249.00
12/12/2025	INSCOPE TRAINING	STAFF REGISTRATION - WHITE CARD TRAINING	\$ 90.00
19/12/2025	WESTERN STABILISERS CORRIGIN	HEAVY VEHICLE INSPECTION OF COMMUNITY BUS CR103	\$ 286.40
22/12/2025	CRICUT	ANNUAL SUBSCRIPTION	\$ 139.99
22/12/2025	CORRIGIN SHIRE LICENSING	VEHICLE REGISTRATION RENEWAL - COMMUNITY BUS CR103	\$ 200.20
22/12/2025	NATIONAL AUSTRALIA BANK	INTERNATIONAL TRANSACTION FEE	\$ 4.20
29/12/2025	CALTEX KARRAGULLEN	FUEL FOR ADMINISTRATION VEHICLE - 2CR	\$ 84.50
TOTAL CREDIT CARD PURCHASES			<u>\$ 1,106.39</u>



MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 December 2025

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

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SHIRE OF CORRIGIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

Note	Adopted	YTD	YTD	Variance*	Variance*	Var.
	Budget	Budget	Actual	\$	%	
	Estimates	Estimates	Actual	(c) - (b)	((c) - (b))/(b)	
	(a)	(b)	(c)	\$	%	
	\$	\$	\$	\$	%	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	3,185,550	3,183,046	3,185,471	2,425	0.08%	
Rates excluding general rates	98,446	98,446	98,446	0	0.00%	
Grants, subsidies and contributions	1,543,011	894,881	990,275	95,394	10.66%	▲
Fees and charges	843,808	549,018	501,593	(47,425)	(8.64%)	
Interest revenue	283,990	34,624	34,070	(554)	(1.60%)	
Other revenue	261,461	128,614	543,644	415,030	322.69%	▲
Profit on asset disposals	218,867	94,528	0	(94,528)	(100.00%)	▼
	6,435,133	4,983,157	5,353,499	370,342	7.43%	
Expenditure from operating activities						
Employee costs	(3,045,931)	(1,522,900)	(1,328,609)	194,291	12.76%	▲
Materials and contracts	(2,500,851)	(1,241,173)	(1,077,499)	163,674	13.19%	▲
Utility charges	(374,880)	(187,230)	(130,794)	56,436	30.14%	▲
Depreciation	(4,714,278)	(2,356,848)	0	2,356,848	100.00%	▲
Finance costs	(51,087)	(25,544)	(26,137)	(593)	(2.32%)	
Insurance	(346,106)	(346,076)	(311,558)	34,518	9.97%	
Other expenditure	(216,439)	(111,612)	(108,728)	2,884	2.58%	
Loss on asset disposals	(235,609)	(220,799)	0	220,799	100.00%	▲
	(11,485,181)	(6,012,182)	(2,983,325)	3,028,857	50.38%	
Non cash amounts excluded from operating activities	2(c) 4,714,322	2,483,119	0	(2,483,119)	(100.00%)	▼
Amount attributable to operating activities	(335,726)	1,454,094	2,370,174	916,080	63.00%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	1,545,354	790,042	177,013	(613,029)	(77.59%)	▼
Proceeds from disposal of assets	547,000	0	0	0	0.00%	
Proceeds on disposal of financial assets at fair values through other comprehensive income	167,080	0	0	0	0.00%	
	2,259,434	790,042	177,013	(613,029)	(77.59%)	
Outflows from investing activities						
Acquisition of property, plant and equipment	(2,252,500)	(1,015,250)	(401,208)	614,042	60.48%	▲
Acquisition of infrastructure	(3,061,509)	(1,850,754)	(684,103)	1,166,651	63.04%	▲
	(5,314,009)	(2,866,004)	(1,085,310)	1,780,694	62.13%	
Non-cash amounts excluded from investing activities	2(d) (1,444)	0	0	0	0.00%	
Amount attributable to investing activities	(3,056,019)	(2,075,962)	(908,297)	1,167,665	56.25%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	234,660	0	183,078	183,078	0.00%	
	234,660	0	183,078	183,078	0.00%	
Outflows from financing activities						
Repayment of borrowings	(103,465)	(51,140)	(51,140)	0	0.00%	
Transfer to reserves	(427,708)	0	0	0	0.00%	
	(531,173)	(51,140)	(51,140)	0	0.00%	
Amount attributable to financing activities	(296,513)	(51,140)	131,938	183,078	357.99%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 3,688,258	3,688,258	3,886,924	198,666	5.39%	
Amount attributable to operating activities	(335,726)	1,454,094	2,370,174	916,080	63.00%	▲
Amount attributable to investing activities	(3,056,019)	(2,075,962)	(908,297)	1,167,665	56.25%	▲
Amount attributable to financing activities	(296,513)	(51,140)	131,938	183,078	357.99%	▲
Surplus or deficit after imposition of general rates	0	3,015,250	5,480,739	2,465,489	81.77%	▲

KEY INFORMATION

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF CORRIGIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

	Actual 30 June 2025	Actual as at 31 December 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	3,915,716	5,056,469
Trade and other receivables	194,271	548,498
Other financial assets	4,259,215	4,259,215
Inventories	167,803	154,163
Contract assets	297,762	0
Other assets	1,272	27,997
TOTAL CURRENT ASSETS	8,836,039	10,046,342
NON-CURRENT ASSETS		
Trade and other receivables	17,197	17,197
Other financial assets	79,620	79,620
Inventories	1,045,000	1,045,000
Investment in associate	41,554	41,554
Property, plant and equipment	34,553,917	34,955,124
Infrastructure	171,715,780	172,399,883
TOTAL NON-CURRENT ASSETS	207,453,068	208,538,378
TOTAL ASSETS	216,289,107	218,584,720
CURRENT LIABILITIES		
Trade and other payables	319,963	134,789
Other liabilities	35,706	20,446
Borrowings	103,466	52,326
Employee related provisions	374,081	374,081
TOTAL CURRENT LIABILITIES	833,216	581,642
NON-CURRENT LIABILITIES		
Borrowings	1,023,119	1,023,119
Employee related provisions	54,612	54,612
TOTAL NON-CURRENT LIABILITIES	1,077,731	1,077,731
TOTAL LIABILITIES	1,910,947	1,659,373
NET ASSETS	214,378,160	216,925,347
EQUITY		
Retained surplus	34,343,148	37,073,413
Reserve accounts	4,450,533	4,267,455
Revaluation surplus	175,584,479	175,584,479
TOTAL EQUITY	214,378,160	216,925,347

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

SHIRE OF CORRIGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 January 2026

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.

MATERIAL ACCOUNTING POLICES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits

SHIRE OF CORRIGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025

2 NET CURRENT ASSETS INFORMATION

	Adopted Budget Opening	Actual as at	Actual as at
(a) Net current assets used in the Statement of Financial Activity	1 July 2025	30 June 2025	31 December 2025
Note	\$	\$	\$
Current assets			
Cash and cash equivalents	589,909	3,915,716	5,056,469
Trade and other receivables	68,435	194,271	548,498
Other financial assets	4,452,263	4,259,215	4,259,215
Inventories	77,240	167,803	154,163
Contract assets	0	297,762	0
Other assets	33,872	1,272	27,997
	5,221,719	8,836,039	10,046,342
Less: current liabilities			
Trade and other payables	(137,850)	(319,963)	(134,789)
Other liabilities	(36,154)	(35,706)	(20,446)
Borrowings		(103,466)	(52,326)
Employee related provisions	(345,400)	(374,081)	(374,081)
Other provisions	(57,292)	0	0
	(576,696)	(833,216)	(581,642)
Net current assets	4,645,023	8,002,823	9,464,700
Less: Total adjustments to net current assets	2(b) (4,645,023)	(4,115,899)	(3,983,961)
Closing funding surplus / (deficit)	0	3,886,924	5,480,739
(b) Current assets and liabilities excluded from budgeted deficiency			
Adjustments to net current assets			
Less: Reserve accounts	(4,643,581)	(4,450,533)	(4,267,455)
Less: Current assets not expected to be received at end of year			
- Current financial assets at amortised cost - self supporting loans			
- Rates receivable	36,154	0	0
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	0	103,466	52,326
- Current portion of unspent capital grants held in reserve	(37,596)	0	0
- Current portion of employee benefit provisions held in reserve	0	231,168	231,168
Total adjustments to net current assets	2(a) (4,645,023)	(4,115,899)	(3,983,961)
	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
	30 June 2026	31 December 2025	31 December 2025
	\$	\$	\$
(c) Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(218,867)	(94,528)	0
Add: Loss on asset disposals	235,609	220,799	0
Add: Depreciation	4,714,278	2,356,848	0
Non-cash movements in non-current assets and liabilities:			
- Employee provisions	(16,698)	0	0
Total non-cash amounts excluded from operating activities	4,714,322	2,483,119	0
(d) Non-cash amounts excluded from investing activities			
Adjustments to investing activities			
Movement in current unspent capital grants associated with restricted cash	(1,444)	0	0
Total non-cash amounts excluded from investing activities	(1,444)	0	0

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 local governments' operational cycle.

**SHIRE OF CORRIGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2025**

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	95,394	10.66%	▲
Received more in Financial Assistance Grants than anticipated; this will be addressed in the upcoming budget review.			
Other revenue	415,030	322.69%	▲
This is a timing variance related to the sale of Granite Rise blocks, will be processed in January.			
Profit on asset disposals	(94,528)	(100.00%)	▼
Sale of various asset still to be completed, anticipated to be done by February			
Expenditure from operating activities			
Employee costs	194,291	12.76%	▲
Employee costs are below the anticipated budget across all programs.			
Materials and contracts	163,674	13.19%	▲
This is a timing issues of invoices, due to the Christmas and New Years Shut down.			
Utility charges	56,436	30.14%	▲
Timing issues of various utility charges still to be invoiced and paid.			
Depreciation	2,356,848	100.00%	▲
With Audit finalised it is anticipated we will process depreciation during January.			
Loss on asset disposals	220,799	100.00%	▲
Sale of various asset still to be completed, anticipated to be done by February			
Non cash amounts excluded from operating activities	(2,483,119)	(100.00%)	▼
With Audit finalised it is anticipated we will process depreciation during January.			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(613,029)	(77.59%)	▼
This is a timing variance related capital grants not received yet.			
Outflows from investing activities			
Acquisition of property, plant and equipment	614,042	60.48%	▲
This is a timing variance in expenditure on Capital purchases, as quotes are still being called on various projects.			
Acquisition of infrastructure	1,166,651	63.04%	▲
This is a timing variance in was anticipated that a portion of the Retic project would to be paid in November.			
Surplus or deficit after imposition of general rates	2,465,489	81.77%	▲
As described above			

SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION

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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF CORRIGIN
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 DECEMBER 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.69 M	\$3.69 M	\$3.89 M	\$0.20 M
Closing	\$0.00 M	\$3.02 M	\$5.48 M	\$2.47 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$5.05 M	54.2%
Restricted Cash	\$4.27 M	45.8%

Refer to 3 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.04 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 9 - Payables

Receivables		
	\$	% Collected / % Outstanding
Rates Receivable	\$0.25 M	92.4%
Trade Receivable	\$0.30 M	% Outstanding
Over 30 Days		3.0%
Over 90 Days		1.1%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.34 M)	\$1.45 M	\$2.37 M	\$0.92 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$3.19 M	
YTD Budget	\$3.18 M	0.1%

Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.99 M	
YTD Budget	\$0.89 M	10.7%

Refer to 12 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.50 M	
YTD Budget	\$0.55 M	(8.6%)

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)
(\$3.06 M)	(\$2.08 M)	(\$0.91 M)	\$1.17 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Adopted Budget	\$0.55 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.68 M	
Adopted Budget	\$3.06 M	(77.7%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$0.18 M	
Adopted Budget	\$1.55 M	(88.5%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.30 M)	(\$0.05 M)	\$0.13 M	\$0.18 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.05 M)
Interest expense	(\$0.03 M)
Principal due	\$1.08 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$4.27 M
Net Movement	(\$0.18 M)

Refer to 4 - Cash Reserves

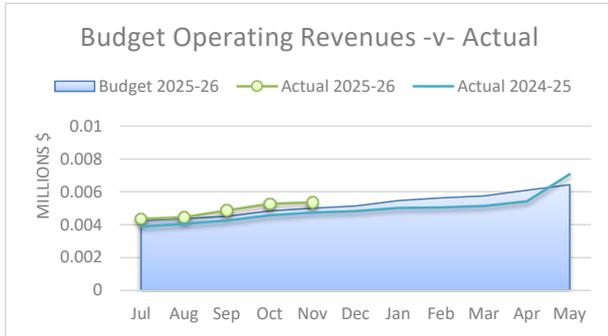
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

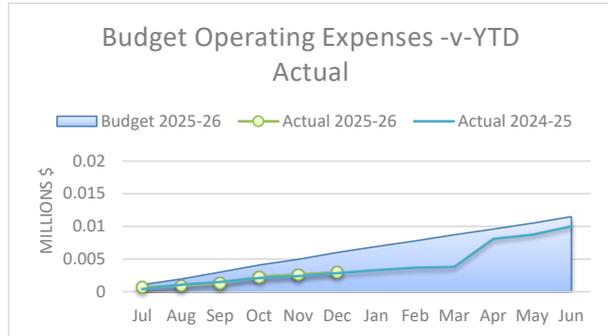
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

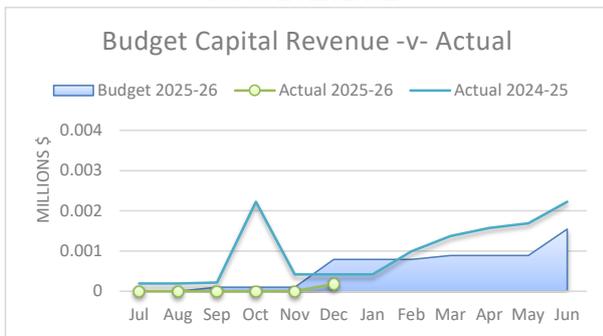


OPERATING EXPENSES

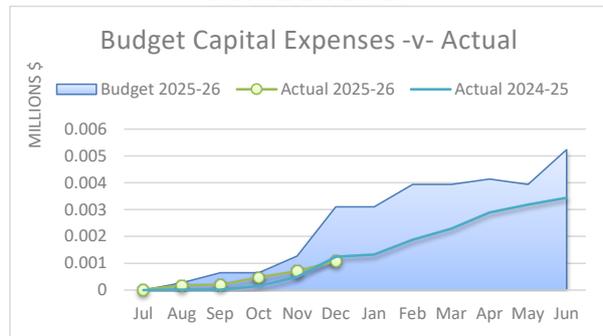


INVESTING ACTIVITIES

CAPITAL REVENUE



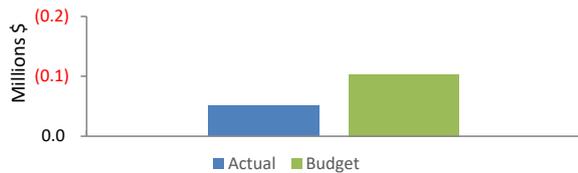
CAPITAL EXPENSES



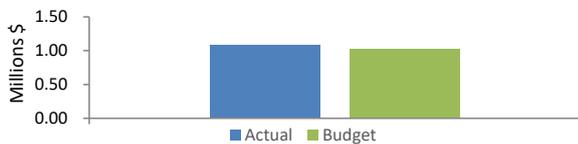
FINANCING ACTIVITIES

BORROWINGS

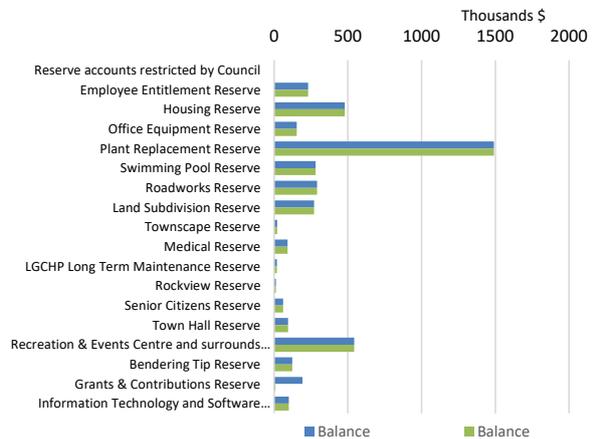
Principal Repayments



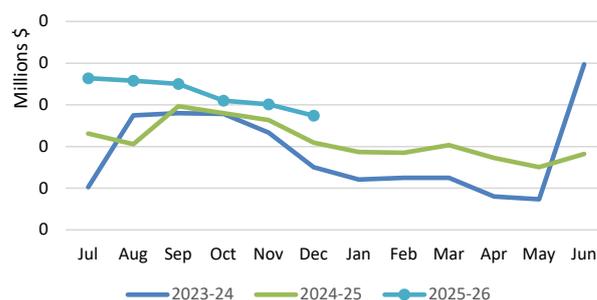
Principal Outstanding



RESERVES



Closing funding surplus / (deficit)



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

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash Float on Hand	Cash and cash equivalents	400		400				
Municipal Fund	Cash and cash equivalents	157,699		157,699		NAB	0.00%	At Call
Overnight Cash Deposit Facilities	Cash and cash equivalents	2,052,893		2,052,893		WATC/NAB	4.05%	At Call
Reserves At Call Fund	Cash and cash equivalents	0	8,240	8,240		NAB	0.00%	At Call
Trust Fund	Cash and cash equivalents	0		0	111,043	NAB	0.00%	At Call
The Stevenson Trust	Cash and cash equivalents	0		0	54,689	NAB	0.55%	At Call
Municipal Cash at Bank at Call	Cash and cash equivalents	2,837,236		2,837,236				
Reserves Fund	Financial assets at amortised cost	0	4,259,215	4,259,215		NAB	4.10%	06/2026
The Stevenson Trust	Financial assets at amortised cost	0		0	768,633	NAB	5.01%	06/2026
Total		5,048,229	4,267,455	9,315,684	934,365			
Comprising								
Cash and cash equivalents		5,048,229	8,240	5,056,469	165,732			
Financial assets at amortised cost - Term Deposits		0	4,259,215	4,259,215	768,633			
		5,048,229	4,267,455	9,315,684	934,365			

KEY INFORMATION

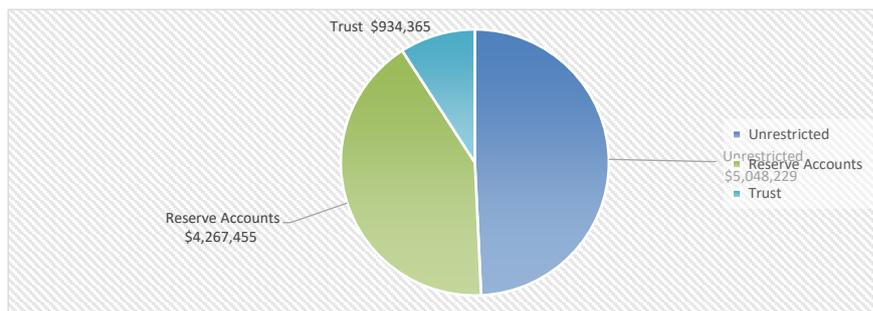
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of 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 8 - Other assets.



**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Employee Entitlement Reserve	231,168	19,069	0	250,237	231,168	0	0	231,168
Housing Reserve	478,383	28,771	0	507,154	478,383	0	0	478,383
Office Equipment Reserve	153,372	11,018	0	164,390	153,372	0	0	153,372
Plant Replacement Reserve	1,490,691	78,491	0	1,569,182	1,490,691	0	0	1,490,691
Swimming Pool Reserve	280,725	16,015	0	296,740	280,725	0	0	280,725
Roadworks Reserve	291,759	11,448	0	303,207	291,759	0	0	291,759
Land Subdivision Reserve	271,631	77,738	0	349,369	271,631	0	0	271,631
Townscape Reserve	20,048	787	(20,835)	0	20,048	0	0	20,048
Medical Reserve	91,447	13,588	0	105,035	91,447	0	0	91,447
LGCHP Long Term Maintenance Reserve	18,418	723	(15,000)	4,141	18,418	0	0	18,418
Rockview Reserve	12,113	1,475	0	13,588	12,113	0	0	12,113
Senior Citizens Reserve	60,279	2,365	0	62,644	60,279	0	0	60,279
Town Hall Reserve	94,211	8,697	0	102,908	94,211	0	0	94,211
Recreation & Events Centre and surrounds Rese	542,227	31,276	0	573,503	542,227	0	0	542,227
Bendering Tip Reserve	122,743	14,816	0	137,559	122,743	0	0	122,743
Grants & Contributions Reserve	191,318	7,507	(198,825)	0	191,318	0	(183,078)	8,240
Information Technology and Software Reserve	100,000	103,924	0	203,924	100,000	0	0	100,000
	4,450,533	427,708	(234,660)	4,643,581	4,450,533	0	(183,078)	4,267,455

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	370,000	300,000	3,600	(296,400)
Furniture and equipment	107,500	66,250	52,913	(13,337)
Plant and equipment	1,775,000	649,000	344,695	(304,305)
Acquisition of property, plant and equipment	2,252,500	1,015,250	401,208	(614,042)
Infrastructure - roads	2,279,009	1,459,504	569,467	(890,037)
Infrastructure - other	162,500	71,250	76,651	5,401
Infrastructure - parks and ovals	620,000	320,000	37,985	(282,015)
Acquisition of infrastructure	3,061,509	1,850,754	684,103	(1,166,651)
Total capital acquisitions	5,314,009	2,866,004	1,085,310	(1,780,694)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,545,354	790,042	177,013	(613,029)
Other (disposals & C/Fwd)	547,000	0	0	0
Reserve accounts				
Townscape Reserve	20,835	0	0	0
LGCHP Long Term Maintenance Reserve	15,000	0	0	0
Grants & Contributions Reserve	198,825	0	183,078	183,078
Contribution - operations	2,986,995	2,075,962	725,219	(1,350,743)
Capital funding total	5,314,009	2,866,004	1,085,310	(1,780,694)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the 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. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

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 *Local Government (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.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

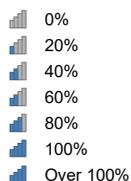
In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators

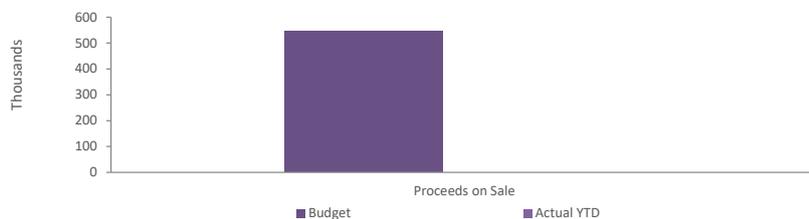


Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

	Account Description	Adopted			Variance
		Budget	YTD Budget	YTD Actual	(Under)/Over
		\$	\$	\$	\$
Community Resource Centre	Front Desk Re-Fitout (carryover 24/25)	20,000	20,000	0	20,000
Housing	Replace Carpets - 1 Spanney	10,000	10,000	0	10,000
Bilbarin Hall	Redevelopment of the Bilbarin Hall precinct	150,000	75,000	0	75,000
CREC	Construct Shade Shelter indoor Netball Court	80,000	195,000	3,600	191,400
CREC	Install Fans Indoor Netball court	60,000	0	0	0
CREC	Construct portico at entrance (carryover 24/25)	50,000	0	0	0
Loch Ness Dam	Aerator - Dam	20,000	32,500	0	32,500
Reserve and Dam Maintenance	OHS Equipment – Chemical Treatment Upgrades	45,000	0	0	0
Pool- Main	Pool cleaner	0	0	23,441	(23,441)
Pool- Main	New PA and Sound System	6,000	18,750	4,522	14,228
Pool- Heated	Pump Room & Pool Ventilation System Upgrades	26,500	15,000	24,950	(9,950)
Sale Yard	eTag's Reader	10,000	0	0	0
ROE Health	ROE EHO Vehicle - 4CR	65,000	0	0	0
CREC	Generator – Evacuation Centre (Power Resilience Project)	156,000	156,000	0	156,000
Roads and Civil	Standard Flow Skid Steer Mulcher - Attachment	80,000	0	(0)	0
Roads and Civil	Skid Steer Loader - CR13 (carryover 24/25)	140,000	140,000	124,182	15,818
Roads and Civil	Tipper Truck - CR4 (carryover 24/25)	231,000	0	0	0
Roads and Civil	Crew Cab Truck - CR18	140,000	0	0	0
Roads and Civil	Crew Cab Truck - CR16 (carryover 24/25)	130,000	130,000	0	130,000
Roads and Civil	Prime Mover - CR19	350,000	0	0	0
Roads and Civil	Tri Axle Low Loader Trailer - CR2233 (carryover 24/25)	170,000	170,000	172,523	(2,523)
Other Property& Services	MWS Vehicle - 1CR	65,000	0	0	0
Other Property& Services	7x5 Tandem Tipper Trailer - 1THY294 (carryover 24/25)	15,000	0	0	0
Other Property& Services	7x5 Tandem Tipper Trailer - CR3246 (carryover 24/25)	15,000	0	0	0
Other Property& Services	Miscellaneous small plant (> \$5,000)	20,000	0	0	0
Other Property& Services	Forklift - CR4030 (carryover 24/25)	53,000	53,000	47,990	5,010
Other Property& Services	CEO Vehicle - CR1	85,000	0	0	0
Other Property& Services	DCEO Vehicle - 2CR	60,000	0	0	0
Lynch Street near Church	Reseal	21,375	10,687	0	10,687
Bendering Rd - renewal	Reseal	36,000	125,500	55,134	70,366
Bendering Rd - upgrade	Reconstruct and widen including upgrade drainage, signage and clear zones.	215,000	115,000	110,626	4,374
Dry Well Rd	Shoulder Reconditioning	197,066	148,533	30,643	117,890
Bullaring-George Road and Rabbit Proof Fence Road	Widen intersection and approaches, install ruble strips, remove hazards from clear zone, improve drainage	311,684	165,842	10,075	155,767
Doyle Road	Widen and Gravel Resheet	56,160	28,080	0	28,080
Corrigin - Quairading Rd (RRG)	Final Seal	102,000	51,000	0	51,000
Rabbit Proof Fence Road	Feature Survey and Geotechnical investigation	44,020	32,010	2,100	29,910
Corrigin - Bruce Rock Road - WSNF	Finalise design and pavement analysis	30,400	25,200	5,706	19,494
Babakin - Corrigin Rd (RRG)	Final Seal	185,000	92,500	464	92,036
Corrigin South Rd	Reconstruct	443,200	221,600	25,677	195,923
Wickepin - Corrigin Road (RRG) 24/25 project	Reconstruct and widen , including upgrade drainage, signage and clear zones.	417,000	374,000	329,042	44,958
Wickepin - Corrigin Road (RRG)	Final Seal	81,000	0	0	0
Bilbarin - Quairading Rd	Reseal	139,104	69,552	0	69,552
Transfer Station	Concrete retaining wall - hook bin	20,000	20,000	33,263	(13,263)
Pool- Heated	Replace Expansion Joints, Regrout & Reline	40,000	31,250	43,388	(12,138)
Pool - Surrounds	Awning (replace shade sails)	7,500	0	0	0
Pool - Surrounds	Basketball Refurbishments	15,000	0	0	0
Main Street Car Bays (CWA)	Electric Vehicle Charging Station (carryover 24/25)	60,000	0	0	0
Caravan Park	Install Patio	20,000	20,000	0	20,000
Sporting Ovals	Reticulation Upgrade - CREC (carryover 24/25)	500,000	310,000	37,985	272,015
Rotary Park	Shade Shelter - over BBQ's - Rotary Park	10,000	0	0	0
Old Tennis Courts (Skate Park)	Redevelopment of old tennis courts	100,000	0	0	0
Hill Street	Lighting the Way Project - Solar Bollard Lighting - Hill Street	10,000	10,000	0	10,000
		5,314,009	2,866,004	1,085,310	1,780,694

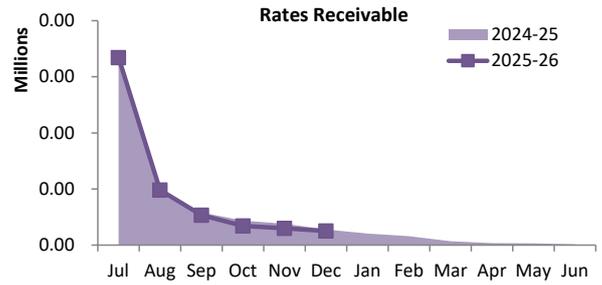
6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Buildings									
209	Infant Health Clinic, Lynch Street	114,618	85,000	0	(29,618)			0	0
100549	Rockview Homestead (Demolition)	59,155	0	0	(59,155)			0	0
212	Rotary Park Toilet Block (Demolition)	65,836	0	0	(65,836)			0	0
Plant and equipment									
1001141	2025 Ford Everest SUV 2.0L BiT DSL 10 Speed Auto Arctic White - 4CR	46,222	65,000	18,778	0			0	0
100722	2013 Hino 5 Tonne Tipper Truck (CR4) (carryover 24/25)	0	48,000	48,000	0			0	0
1000852	2014 NPR 300 Isuzu Crew Cab Truck (CR16) (carryover 24/25)	0	30,000	30,000	0			0	0
10271	2003 Tri Axle Low Loader Trailer (CR2233)(carryover 24/25)	23,111	40,000	16,889	0			0	0
1000938	2015 Caterpillar 226B3 Skidsteer Loader (CR13) (carryover 24/25)	0	25,000	25,000	0			0	0
100579	2008 Mack Prime Mover (CR19)	16,187	40,000	23,813	0			0	0
100746	2014 Isuzu 5 tonne Crew Cab (CR18)	20,111	30,000	9,889	0			0	0
1001140	2025 Ford Everest SUV 2.0L BiT DSL 10 Speed Auto Arctic White - 1CR	46,222	65,000	18,778	0			0	0
1001138	2025 Toyota Prado DSL GXL Wagon Glacier White - CEO Vehicle - CR1	59,101	70,000	10,899	0			0	0
1001109	Mazda CX-5 M 6A Maxx Sport Petrol FWD Sonic Silver 2023 - 2CR	26,864	27,000	136	0			0	0
10413	2006 Caterpillar Forklift (CR4030)(carryover 24/25)	5,315	15,000	9,685	0			0	0
100489	2007 John Papas Trailer (1THY294)(carryover 24/25)	0	5,000	5,000	0			0	0
549	1996 7x5 Tandem Tipper Trailer (CR3246)(carryover 24/25)	0	2,000	2,000	0			0	0
Parks and Ovals									
246	Oval Reticulation	81,000	0	0	(81,000)			0	0
		563,742	547,000	218,867	(235,609)	0	0	0	0



7 RECEIVABLES

Rates receivable	30 Jun 2025	31 Dec 2025
	\$	\$
Opening arrears previous year	55,159	14,442
Levied this year	3,149,171	3,283,917
Less - collections to date	(3,189,888)	(3,047,069)
Net rates collectable	14,442	251,290
% Collected	99.5%	92.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(120)	211,270	3,607	410	2,374	217,541
Percentage	(0.1%)	97.1%	1.7%	0.2%	1.1%	
Balance per trial balance						
Trade receivables						217,541
GST receivable						45,259
Receivables for employee related provisions						34,408
Total receivables general outstanding						297,208

Amounts shown above include GST (where applicable)

KEY INFORMATION

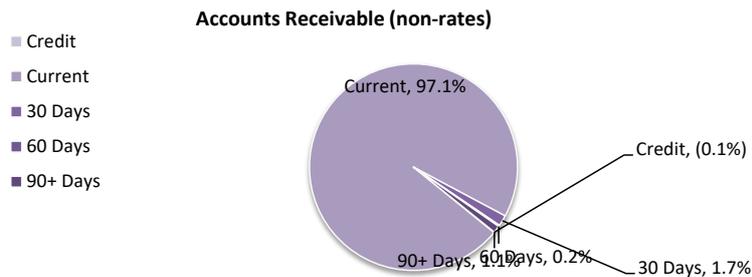
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 December 2025
	\$	\$	\$	\$
Other current assets				
Financial assets at amortised cost	4,259,215	0	0	4,259,215
Inventory				
Fuel	67,803	7,001	(20,641)	54,163
Land held for resale - Cost of acquisition	100,000	0	0	100,000
Other assets				
Joint Ventures	1,272	131,231	(104,506)	27,997
Contract assets				
Contract assets	297,762	0	(297,762)	0
Total other current assets	4,726,052	138,232	(422,909)	4,441,375

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

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.

Sale of Land held for resale	Original Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Description	\$	\$	\$	\$	\$	\$	\$	\$
Granite Rise - 3 Haydon Close	25,000	42,480	17,480	0	25,000	40,000	15,000	0
Granite Rise - 5 Haydon Close	25,000	39,600	14,600	0	25,000	40,000	15,000	0
Granite Rise - 7 Haydon Close	25,000	44,000	19,000	0	25,000	40,000	15,000	0
Granite Rise - 8 Haydon Close	0	0	0	0	30,000	40,909	10,909	0
Granite Rise - 4 Lawton Rise	0	0	0	0	30,000	43,636	13,636	0
Granite Rise - 5 Lindsay Rise	25,000	41,000	16,000	0	25,000	37,273	12,273	0
Granite Rise - 4 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
Granite Rise - 6 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
Granite Rise - 8 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
	100,000	167,080	67,080	0	235,000	361,818	126,818	0

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.

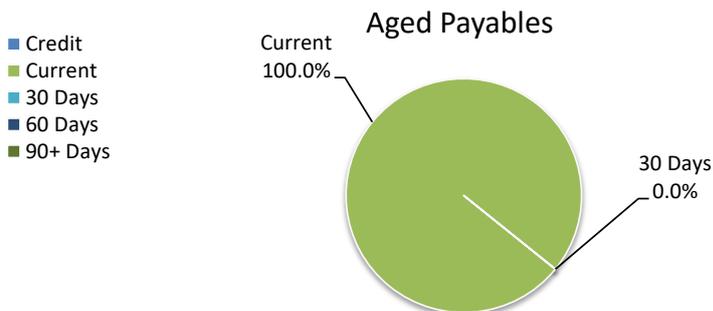
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	39,716	0	0	0	39,716
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						39,716
ATO liabilities						24,642
ATO liabilities						46,104
Payroll Creditors						25,771
Accrued Expenses						(1,444)
Total payables general outstanding						134,789

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.



10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Community Recreation & Events Centre	102	1,126,584	0	0	(51,140)	(103,465)	1,075,444	1,023,119	(26,137)	(51,087)
Total		1,126,584	0	0	(51,140)	(103,465)	1,075,444	1,023,119	(26,137)	(51,087)
Current borrowings		103,465					52,326			
Non-current borrowings		1,023,119					1,023,118			
		1,126,584					1,075,444			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

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.

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening	Liability	Liability	Liability	Closing
		Balance	transferred	Increase	Reduction	Balance
		1 July 2025	from/(to)			31 December 2025
		\$	\$	\$	\$	\$
Other liabilities						
Excess Rates		35,706	0	77,353	(92,613)	20,446
Total other liabilities		35,706	0	77,353	(92,613)	20,446
Employee Related Provisions						
Provision for annual leave		125,158	0	0	0	125,158
Provision for long service leave		189,919	0	0	0	189,919
Other employee leave provisions		34,121	0	0	0	34,121
Employment on-costs		24,883	0	0	0	24,883
Total Provisions		374,081	0	0	0	374,081
Total other current liabilities		409,787	0	77,353	(92,613)	394,527

Amounts shown above include GST (where applicable)

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

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.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

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.

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and		
	Liability	Increase in	Decrease in	Liability	Current	Adopted	YTD	YTD
	1 July 2025	Liability	Liability	31 Dec 2025	Liability	Budget	Budget	Revenue
	\$	\$	(As revenue)	\$	\$	\$	\$	\$
Grants and subsidies								
Grants Commission Grant Received - General Purpose	0	0	0	0	0	667,632	333,816	385,751
Grants Commission Grant Received - Local Roads	0	0	0	0	0	386,159	193,078	223,772
DFES LGGS Funding	0	0	0	0	0	115,000	57,500	39,780
CRC Funding Income	0	0	0	0	0	114,967	57,484	86,225
Wage Offset Income	0	0	0	0	0	1,000	0	0
Direct Grants Income - Main Roads	0	0	0	0	0	250,253	250,253	250,253
	0	0	0	0	0	1,535,011	892,131	985,781
Contributions								
CRC Grant Funding Income	0	0	0	0	0	5,500	2,750	1,903
Other Culture Income	0	0	0	0	0	2,500	0	2,591
	0	0	0	0	0	8,000	2,750	4,494
TOTALS	0	0	0	0	0	1,543,011	894,881	990,275

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Dec 2025	Current Liability 31 Dec 2025	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Funding - Emergency Power Supply - CREC Generator	0	0	0	0	0	135,000	67,500	0
Grant - Regional Road Group Income	0	0	0	0	0	400,000	200,000	160,000
Grant - Roads to Recovery Income	0	0	0	0	0	696,426	348,213	0
Grant - MRWA Blackspot Income	0	0	0	0	0	207,789	103,895	0
Misc Income, Streets Roads - Camm Street Shared Path Grant	0	0	0	0	0	2,000	1,000	500
Grant - Wheatbelt Secondary Freight Network	0	0	0	0	0	9,898	9,898	0
Grant - Wheatbelt Secondary Freight Network	0	0	0	0	0	59,536	59,536	16,434
Public Utilities Other Income - Charge up Workplace Grant	0	0	0	0	0	34,705	0	0
	0	0	0	0	0	1,545,354	790,042	176,934
Capital contributions								
Reimbursements - Tourism Income	0	0	0	0	0	0	0	79
	0	0	0	0	0	0	0	79
TOTALS	0	0	0	0	0	1,545,354	790,042	177,013

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 DECEMBER 2025**

14 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 2025	Amount Received	Amount Paid	Closing Balance 31 December 2025
	\$	\$	\$	\$
Community Funds Held	110,912	0	0	110,912
Edna Stevenson Educational Trust	830,721	56	(7,456)	823,321
Police Licensing	3,485	313,920	(317,405)	0
Westrail Bus Ticketing	106	636	(610)	132
	945,224	314,612	(325,471)	934,365



MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 January 2026

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

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SHIRE OF CORRIGIN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	3,185,550	3,183,462	3,185,471	2,009	0.06%	
Rates excluding general rates	98,446	98,446	98,446	0	0.00%	
Grants, subsidies and contributions	1,543,011	952,373	1,010,165	57,792	6.07%	
Fees and charges	843,808	548,645	528,607	(20,038)	(3.65%)	
Interest revenue	283,990	44,978	40,521	(4,457)	(9.91%)	
Other revenue	261,461	138,993	267,445	128,452	92.42%	▲
Profit on asset disposals	218,867	94,528	0	(94,528)	(100.00%)	▼
	6,435,133	5,061,425	5,130,655	69,230	1.37%	
Expenditure from operating activities						
Employee costs	(3,045,931)	(1,776,619)	(1,535,645)	240,974	13.56%	▲
Materials and contracts	(2,500,851)	(1,447,797)	(1,216,786)	231,011	15.96%	▲
Utility charges	(374,880)	(218,435)	(166,703)	51,732	23.68%	▲
Depreciation	(4,714,278)	(2,749,656)	(2,670,380)	79,276	2.88%	
Finance costs	(51,087)	(25,544)	(26,137)	(593)	(2.32%)	
Insurance	(346,106)	(346,076)	(311,558)	34,518	9.97%	
Other expenditure	(216,439)	(114,819)	(117,406)	(2,587)	(2.25%)	
Loss on asset disposals	(235,609)	(223,267)	(29,561)	193,706	86.76%	▲
	(11,485,181)	(6,902,213)	(6,074,176)	828,037	12.00%	
Non cash amounts excluded from operating activities	2(c) 4,714,322	2,878,395	2,699,941	(178,454)	(6.20%)	
Amount attributable to operating activities	(335,726)	1,037,607	1,756,420	718,813	69.28%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	1,545,354	790,042	177,013	(613,029)	(77.59%)	▼
Proceeds from disposal of assets	547,000	85,000	85,000	0	0.00%	
Proceeds on disposal of financial assets at fair values through other comprehensive income	167,080	0	0	0	0.00%	
	2,259,434	875,042	262,013	(613,029)	(70.06%)	
Outflows from investing activities						
Payments for non-current land held for resale	0	0	280,000	280,000	0.00%	
Acquisition of property, plant and equipment	(2,252,500)	(1,015,250)	(534,775)	480,475	47.33%	▲
Acquisition of infrastructure	(3,061,509)	(1,850,754)	(1,210,259)	640,495	34.61%	▲
	(5,314,009)	(2,866,004)	(1,465,034)	1,400,970	48.88%	
Non-cash amounts excluded from investing activities	2(d) (1,444)	0	0	0	0.00%	
Amount attributable to investing activities	(3,056,019)	(1,990,962)	(1,203,021)	787,941	39.58%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	234,660	0	183,078	183,078	0.00%	
	234,660	0	183,078	183,078	0.00%	
Outflows from financing activities						
Repayment of borrowings	(103,465)	(51,140)	(51,140)	0	0.00%	
Transfer to reserves	(427,708)	0	0	0	0.00%	
	(531,173)	(51,140)	(51,140)	0	0.00%	
Amount attributable to financing activities	(296,513)	(51,140)	131,938	183,078	357.99%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 3,688,258	3,688,258	3,886,924	198,666	5.39%	
Amount attributable to operating activities	(335,726)	1,037,607	1,756,420	718,813	69.28%	▲
Amount attributable to investing activities	(3,056,019)	(1,990,962)	(1,203,021)	787,941	39.58%	▲
Amount attributable to financing activities	(296,513)	(51,140)	131,938	183,078	357.99%	▲
Surplus or deficit after imposition of general rates	0	2,683,763	4,572,261	1,888,498	70.37%	▲

KEY INFORMATION

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF CORRIGIN
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2026**

	Actual 30 June 2025	Actual as at 31 January 2026
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	3,915,716	4,498,425
Trade and other receivables	194,271	302,023
Other financial assets	4,259,215	4,259,215
Inventories	167,803	157,031
Contract assets	297,762	0
Other assets	1,272	27,995
TOTAL CURRENT ASSETS	8,836,039	9,244,689
NON-CURRENT ASSETS		
Trade and other receivables	17,197	17,197
Other financial assets	79,620	79,620
Inventories	1,045,000	765,000
Investment in associate	41,554	41,554
Property, plant and equipment	34,553,917	34,303,888
Infrastructure	171,715,780	170,925,902
TOTAL NON-CURRENT ASSETS	207,453,068	206,133,161
TOTAL ASSETS	216,289,107	215,377,850
CURRENT LIABILITIES		
Trade and other payables	319,963	237,758
Other liabilities	35,706	24,302
Borrowings	103,466	52,326
Employee related provisions	374,081	374,081
TOTAL CURRENT LIABILITIES	833,216	688,467
NON-CURRENT LIABILITIES		
Borrowings	1,023,119	1,023,119
Employee related provisions	54,612	54,612
TOTAL NON-CURRENT LIABILITIES	1,077,731	1,077,731
TOTAL LIABILITIES	1,910,947	1,766,198
NET ASSETS	214,378,160	213,611,652
EQUITY		
Retained surplus	34,343,148	33,759,718
Reserve accounts	4,450,533	4,267,455
Revaluation surplus	175,584,479	175,584,479
TOTAL EQUITY	214,378,160	213,611,652

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

SHIRE OF CORRIGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the Local Government Act 1995 read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

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.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

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.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 13 January 2026

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.

MATERIAL ACCOUNTING POLICES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits

**SHIRE OF CORRIGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026**

2 NET CURRENT ASSETS INFORMATION

	Adopted Budget Opening	Actual as at	Actual as at
(a) Net current assets used in the Statement of Financial Activity	1 July 2025	30 June 2025	31 January 2026
Note	\$	\$	\$
Current assets			
Cash and cash equivalents	589,909	3,915,716	4,498,425
Trade and other receivables	68,435	194,271	302,023
Other financial assets	4,452,263	4,259,215	4,259,215
Inventories	77,240	167,803	157,031
Contract assets	0	297,762	0
Other assets	33,872	1,272	27,995
	5,221,719	8,836,039	9,244,689
Less: current liabilities			
Trade and other payables	(137,850)	(319,963)	(237,758)
Other liabilities	(36,154)	(35,706)	(24,302)
Borrowings		(103,466)	(52,326)
Employee related provisions	(345,400)	(374,081)	(374,081)
Other provisions	(57,292)	0	0
	(576,696)	(833,216)	(688,467)
Net current assets	4,645,023	8,002,823	8,556,222
Less: Total adjustments to net current assets	2(b) (4,645,023)	(4,115,899)	(3,983,961)
Closing funding surplus / (deficit)	0	3,886,924	4,572,261
(b) Current assets and liabilities excluded from budgeted deficiency			
Adjustments to net current assets			
Less: Reserve accounts	(4,643,581)	(4,450,533)	(4,267,455)
Less: Current assets not expected to be received at end of year			
- Current financial assets at amortised cost - self supporting loans			
- Rates receivable	36,154	0	0
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	0	103,466	52,326
- Current portion of unspent capital grants held in reserve	(37,596)	0	0
- Current portion of employee benefit provisions held in reserve	0	231,168	231,168
Total adjustments to net current assets	2(a) (4,645,023)	(4,115,899)	(3,983,961)
	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
	30 June 2026	31 January 2026	31 January 2026
	\$	\$	\$
(c) Non-cash amounts excluded from operating activities			
Adjustments to operating activities			
Less: Profit on asset disposals	(218,867)	(94,528)	0
Add: Loss on asset disposals	235,609	223,267	29,561
Add: Depreciation	4,714,278	2,749,656	2,670,380
Non-cash movements in non-current assets and liabilities:			
- Employee provisions	(16,698)	0	0
Total non-cash amounts excluded from operating activities	4,714,322	2,878,395	2,699,941
(d) Non-cash amounts excluded from investing activities			
Adjustments to investing activities			
Movement in current unspent capital grants associated with restricted cash	(1,444)	0	0
Total non-cash amounts excluded from investing activities	(1,444)	0	0

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 local governments' operational cycle.

SHIRE OF CORRIGIN
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Other revenue	128,452	92.42%	▲
This variance is related to the sale of extra Granite Rise Blocks, have sold more than anticipated.			
Profit on asset disposals	(94,528)	(100.00%)	▼
Sale of various asset still to be completed, anticipated to be done by February			
Expenditure from operating activities			
Employee costs	240,974	13.56%	▲
Employee costs are below the anticipated budget across all programs.			
Materials and contracts	231,011	15.96%	▲
This is a timing issues of invoices, due to the Christmas and New Years Shut down.			
Utility charges	51,732	23.68%	▲
Timing issues of various utility charges still to be invoiced and paid.			
Loss on asset disposals	193,706	86.76%	▲
Sale of various asset still to be completed, anticipated to be done by February			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(613,029)	(77.59%)	▼
This is a timing variance related capital grants not received yet.			
Outflows from investing activities			
Acquisition of property, plant and equipment	480,475	47.33%	▲
This is a timing variance in expenditure on Capital purchases, as quotes are still being called on various projects.			
Acquisition of infrastructure	640,495	34.61%	▲
This is a timing variance in was anticipated that a portion of the Retic project would to be paid and finalised in January.			
Surplus or deficit after imposition of general rates	1,888,498	70.37%	▲
As described above			

SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF CORRIGIN
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 JANUARY 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.69 M	\$3.69 M	\$3.89 M	\$0.20 M
Closing	\$0.00 M	\$2.68 M	\$4.57 M	\$1.89 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$8.76 M	% of total
Unrestricted Cash	\$4.49 M	51.3%
Restricted Cash	\$4.27 M	48.7%

Refer to 3 - Cash and Financial Assets

Payables		
	\$0.24 M	% Outstanding
Trade Payables	\$0.17 M	
0 to 30 Days		74.3%
Over 30 Days		25.7%
Over 90 Days		0.2%

Refer to 9 - Payables

Receivables		
	\$0.15 M	% Collected
Rates Receivable	\$0.15 M	95.4%
Trade Receivable	\$0.15 M	% Outstanding
Over 30 Days		17.8%
Over 90 Days		6.9%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.34 M)	\$1.04 M	\$1.76 M	\$0.72 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$3.19 M	% Variance
YTD Actual	\$3.19 M	
YTD Budget	\$3.18 M	0.1%

Grants and Contributions		
	\$1.01 M	% Variance
YTD Actual	\$1.01 M	
YTD Budget	\$0.95 M	6.1%

Refer to 12 - Grants and Contributions

Fees and Charges		
	\$0.53 M	% Variance
YTD Actual	\$0.53 M	
YTD Budget	\$0.55 M	(3.7%)

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)
(\$3.06 M)	(\$1.99 M)	(\$1.20 M)	\$0.79 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$0.09 M	%
YTD Actual	\$0.09 M	
Adopted Budget	\$0.55 M	(84.5%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$1.21 M	% Spent
YTD Actual	\$1.21 M	
Adopted Budget	\$3.06 M	(60.5%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$0.18 M	% Received
YTD Actual	\$0.18 M	
Adopted Budget	\$1.55 M	(88.5%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.30 M)	(\$0.05 M)	\$0.13 M	\$0.18 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.05 M)
Interest expense	(\$0.03 M)
Principal due	\$1.08 M

Refer to 10 - Borrowings

Reserves	
Reserves balance	\$4.27 M
Net Movement	(\$0.18 M)

Refer to 4 - Cash Reserves

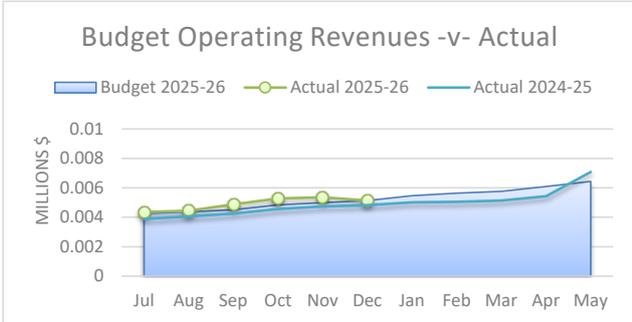
This information is to be read in conjunction with the accompanying Financial Statements and notes.

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

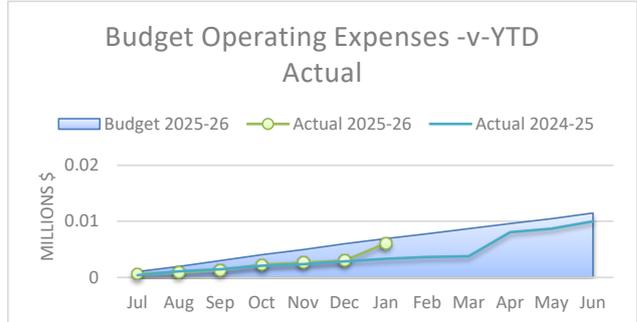
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

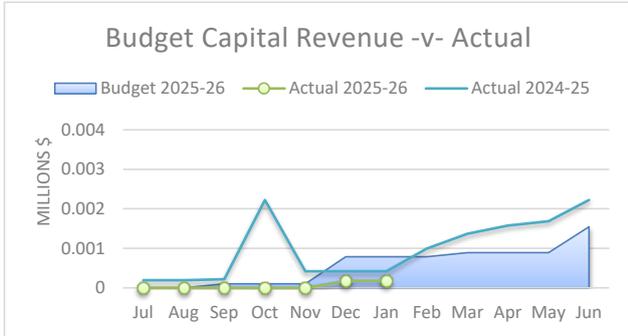


OPERATING EXPENSES



INVESTING ACTIVITIES

CAPITAL REVENUE



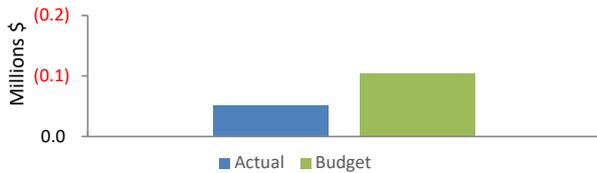
CAPITAL EXPENSES



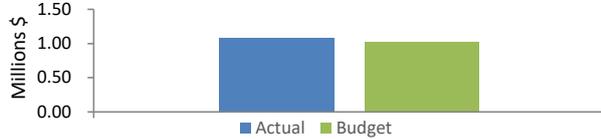
FINANCING ACTIVITIES

BORROWINGS

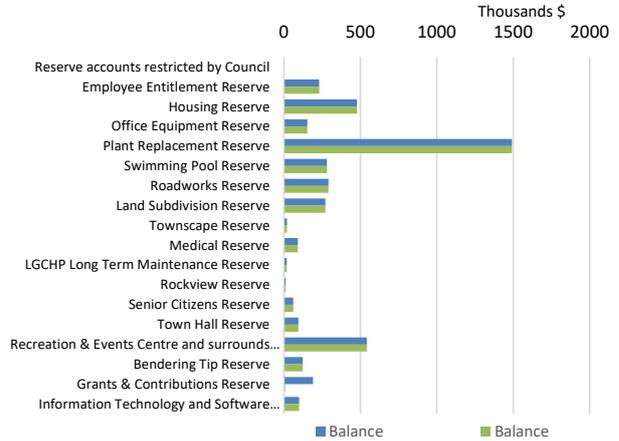
Principal Repayments



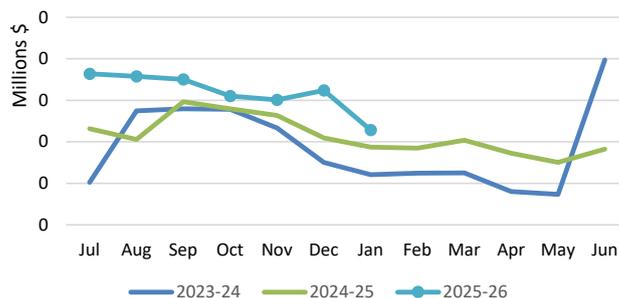
Principal Outstanding



RESERVES



Closing funding surplus / (deficit)



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

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date	
		\$	\$	\$	\$				
Cash Float on Hand	Cash and cash equivalents	400		400					
Municipal Fund	Cash and cash equivalents	393,466		393,466		NAB	0.00%	At Call	
Overnight Cash Deposit Facilities	Cash and cash equivalents	1,259,083		1,259,083		WATC/NAB	4.05%	At Call	
Reserves At Call Fund	Cash and cash equivalents	0	8,240	8,240		NAB	0.00%	At Call	
Trust Fund	Cash and cash equivalents	0		0	111,006	NAB	0.00%	At Call	
The Stevenson Trust	Cash and cash equivalents	0		0	45,788	NAB	0.55%	At Call	
Police Licensing Trust Fund	Cash and cash equivalents	0		0	3,494	NAB	0.00%	At Call	
Municipal Cash at Bank at Call	Cash and cash equivalents	2,837,236		2,837,236					
Reserves Fund	Financial assets at amortised cost	0	4,259,215	4,259,215		NAB	4.10%	06/2026	
The Stevenson Trust	Financial assets at amortised cost	0		0	777,541	NAB	5.01%	06/2026	
Total		4,490,185	4,267,455	8,757,640	937,830				
Comprising									
Cash and cash equivalents		4,490,185	8,240	4,498,425	160,289				
Financial assets at amortised cost - Term Deposits		0	4,259,215	4,259,215	777,541				
		4,490,185	4,267,455	8,757,640	937,830				

KEY INFORMATION

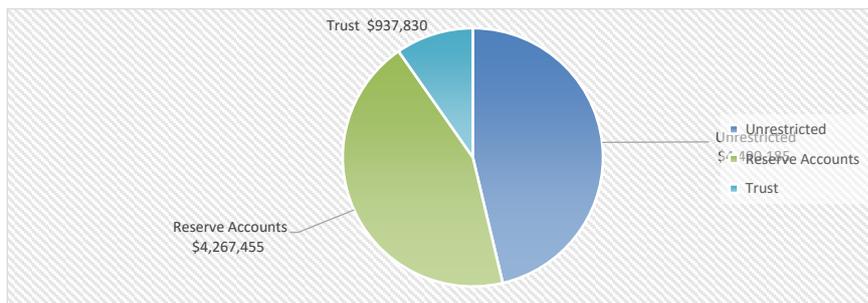
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of 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 8 - Other assets.



**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Employee Entitlement Reserve	231,168	19,069	0	250,237	231,168	0	0	231,168
Housing Reserve	478,383	28,771	0	507,154	478,383	0	0	478,383
Office Equipment Reserve	153,372	11,018	0	164,390	153,372	0	0	153,372
Plant Replacement Reserve	1,490,691	78,491	0	1,569,182	1,490,691	0	0	1,490,691
Swimming Pool Reserve	280,725	16,015	0	296,740	280,725	0	0	280,725
Roadworks Reserve	291,759	11,448	0	303,207	291,759	0	0	291,759
Land Subdivision Reserve	271,631	77,738	0	349,369	271,631	0	0	271,631
Townscape Reserve	20,048	787	(20,835)	0	20,048	0	0	20,048
Medical Reserve	91,447	13,588	0	105,035	91,447	0	0	91,447
LGCHP Long Term Maintenance Reserve	18,418	723	(15,000)	4,141	18,418	0	0	18,418
Rockview Reserve	12,113	1,475	0	13,588	12,113	0	0	12,113
Senior Citizens Reserve	60,279	2,365	0	62,644	60,279	0	0	60,279
Town Hall Reserve	94,211	8,697	0	102,908	94,211	0	0	94,211
Recreation & Events Centre and surrounds Rese	542,227	31,276	0	573,503	542,227	0	0	542,227
Bendering Tip Reserve	122,743	14,816	0	137,559	122,743	0	0	122,743
Grants & Contributions Reserve	191,318	7,507	(198,825)	0	191,318	0	(183,078)	8,240
Information Technology and Software Reserve	100,000	103,924	0	203,924	100,000	0	0	100,000
	4,450,533	427,708	(234,660)	4,643,581	4,450,533	0	(183,078)	4,267,455

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	370,000	300,000	3,600	(296,400)
Furniture and equipment	107,500	66,250	71,145	4,895
Plant and equipment	1,775,000	649,000	460,030	(188,970)
Acquisition of property, plant and equipment	2,252,500	1,015,250	534,775	(480,475)
Infrastructure - roads	2,279,009	1,459,504	918,044	(541,460)
Infrastructure - other	162,500	71,250	69,356	(1,894)
Infrastructure - parks and ovals	620,000	320,000	222,860	(97,140)
Acquisition of infrastructure	3,061,509	1,850,754	1,210,259	(640,495)
Total capital acquisitions	5,314,009	2,866,004	1,745,034	(1,120,970)
Capital Acquisitions Funded By:				
Capital grants and contributions	1,545,354	790,042	177,013	(613,029)
Other (disposals & C/Fwd)	547,000	85,000	85,000	0
Reserve accounts				
Townscape Reserve	20,835	0	0	0
LGCHP Long Term Maintenance Reserve	15,000	0	0	0
Grants & Contributions Reserve	198,825	0	183,078	183,078
Contribution - operations	2,986,995	1,990,962	1,299,943	(691,019)
Capital funding total	5,314,009	2,866,004	1,745,034	(1,120,970)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the 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. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

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 *Local Government (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.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

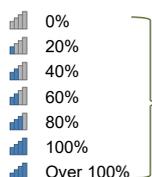
Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

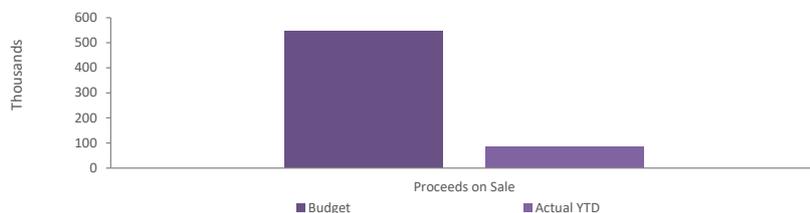
Capital expenditure total
Level of completion indicators

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

Account Description	Adopted		YTD Actual	Variance (Under)/Over
	Budget	YTD Budget		
	\$	\$	\$	\$
Community Resource Centre	20,000	20,000	0	20,000
Housing	10,000	10,000	0	10,000
Bilbarin Hall	150,000	75,000	0	75,000
CREC	80,000	195,000	3,600	191,400
CREC	60,000	0	0	0
CREC	50,000	0	0	0
Loch Ness Dam Reserve and Dam	20,000	32,500	0	32,500
Maintenance	45,000	0	0	0
Pool- Main	0	0	40,223	(40,223)
Pool- Main	6,000	18,750	4,522	14,228
Pool- Heated	26,500	15,000	24,950	(9,950)
Sale Yard	10,000	0	1,450	(1,450)
ROE Health	65,000	0	0	0
CREC	156,000	156,000	0	156,000
Roads and Civil	80,000	0	(0)	0
Roads and Civil	140,000	140,000	124,182	15,818
Roads and Civil	231,000	0	0	0
Roads and Civil	140,000	0	0	0
Roads and Civil	130,000	130,000	115,335	14,665
Roads and Civil	350,000	0	0	0
Roads and Civil	170,000	170,000	172,523	(2,523)
Other Property& Services	65,000	0	0	0
Other Property& Services	15,000	0	0	0
Other Property& Services	15,000	0	0	0
Other Property& Services	20,000	0	0	0
Other Property& Services	53,000	53,000	47,990	5,010
Other Property& Services	85,000	0	0	0
Other Property& Services	60,000	0	0	0
Lynch Street near Church	21,375	10,687	0	10,687
Bendering Rd - renewal	36,000	125,500	82,109	43,391
Bendering Rd - upgrade	215,000	115,000	110,626	4,374
Dry Well Rd	197,066	148,533	48,933	99,600
Bullaring-George Road and Rabbit Proof Fence Road	311,684	165,842	10,075	155,767
Doyle Road	56,160	28,080	0	28,080
Corrigin - Quairading Rd (RRG)	102,000	51,000	0	51,000
Rabbit Proof Fence Road	44,020	32,010	2,100	29,910
Corrigin - Bruce Rock Road - WSNF	30,400	25,200	11,706	13,494
Babakin - Corrigin Rd (RRG)	185,000	92,500	464	92,036
Corrigin South Rd	443,200	221,600	138,014	83,586
Wickepin - Corrigin Road (RRG) 24/25 project	417,000	374,000	514,016	(140,016)
Wickepin - Corrigin Road (RRG)	81,000	0	0	0
Bilbarin - Quairading Rd	139,104	69,552	0	69,552
Transfer Station	20,000	20,000	25,968	(5,968)
Pool- Heated	40,000	31,250	43,388	(12,138)
Pool - Surrounds	7,500	0	0	0
Pool - Surrounds	15,000	0	0	0
Main Street Car Bays (CWA)	60,000	0	0	0
Caravan Park	20,000	20,000	0	20,000
Sporting Ovals	500,000	310,000	222,860	87,140
Rotary Park	10,000	0	0	0
Old Tennis Courts (Skate Park)	100,000	0	0	0
Hill Street	10,000	10,000	0	10,000
	5,314,009	2,866,004	1,745,034	1,120,970

6 DISPOSAL OF ASSETS

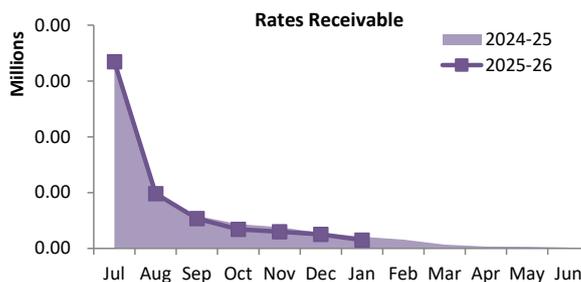
Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Buildings									
209	Infant Health Clinic, Lynch Street	114,618	85,000	0	(29,618)	114,561	85,000	0	(29,561)
100549	Rockview Homestead (Demolition)	59,155	0	0	(59,155)			0	0
212	Rotary Park Toilet Block (Demolition)	65,836	0	0	(65,836)			0	0
Plant and equipment									
1001141	2025 Ford Everest SUV 2.0L BiT DSL 10 Speed Auto Arctic White - 4CR	46,222	65,000	18,778	0			0	0
100722	2013 Hino 5 Tonne Tipper Truck (CR4) (carryover 24/25)	0	48,000	48,000	0			0	0
1000852	2014 NPR 300 Isuzu Crew Cab Truck (CR16) (carryover 24/25)	0	30,000	30,000	0			0	0
10271	2003 Tri Axle Low Loader Trailer (CR2233)(carryover 24/25)	23,111	40,000	16,889	0			0	0
1000938	2015 Caterpillar 226B3 Skidsteer Loader (CR13) (carryover 24/25)	0	25,000	25,000	0			0	0
100579	2008 Mack Prime Mover (CR19)	16,187	40,000	23,813	0			0	0
100746	2014 Isuzu 5 tonne Crew Cab (CR18)	20,111	30,000	9,889	0			0	0
1001140	2025 Ford Everest SUV 2.0L BiT DSL 10 Speed Auto Arctic White - 1CR	46,222	65,000	18,778	0			0	0
1001138	2025 Toyota Prado DSL GXL Wagon Glacier White - CEO Vehicle - CR1	59,101	70,000	10,899	0			0	0
1001109	Mazda CX-5 M 6A Maxx Sport Petrol FWD Sonic Silver 2023 - 2CR	26,864	27,000	136	0			0	0
10413	2006 Caterpillar Forklift (CR4030)(carryover 24/25)	5,315	15,000	9,685	0			0	0
100489	2007 John Papas Trailer (1THY294)(carryover 24/25)	0	5,000	5,000	0			0	0
549	1996 7x5 Tandem Tipper Trailer (CR3246)(carryover 24/25)	0	2,000	2,000	0			0	0
Parks and Ovals									
246	Oval Reticulation	81,000	0	0	(81,000)			0	0
		563,742	547,000	218,867	(235,609)	114,561	85,000	0	(29,561)



7 RECEIVABLES

Rates receivable

	30 June 2025	31 Jan 2026
	\$	\$
Opening arrears previous year	55,159	14,442
Levied this year	3,149,171	3,283,917
Less - collections to date	(3,189,888)	(3,147,516)
Net rates collectable	14,442	150,843
% Collected	99.5%	95.4%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,900)	32,393	426	3,656	2,562	37,137
Percentage	(5.1%)	87.2%	1.1%	9.8%	6.9%	
Balance per trial balance						
Trade receivables						37,137
GST receivable						79,635
Receivables for employee related provisions						34,408
Total receivables general outstanding						151,180

Amounts shown above include GST (where applicable)

KEY INFORMATION

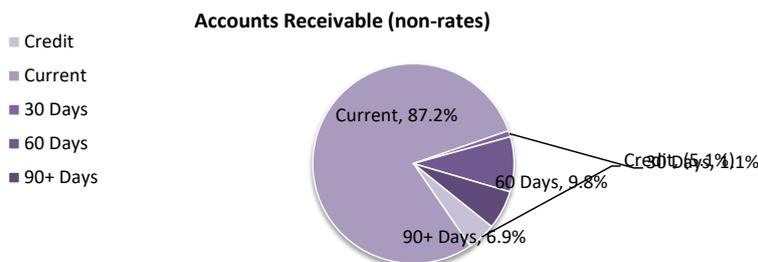
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 31 January 2026
Other current assets				
Financial assets at amortised cost	\$ 4,259,215	\$ 0	\$ 0	\$ 4,259,215
Inventory				
Fuel	67,803	784	(11,556)	57,031
Land held for resale				
- Cost of acquisition	100,000	0	0	100,000
Other assets				
Joint Ventures	1,272	149,942	(123,219)	27,995
Contract assets				
Contract assets	297,762	0	(297,762)	0
Total other current assets	4,726,052	150,726	(432,537)	4,444,241

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

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.

Sale of Land held for resale	Original Budget				YTD Actual			
	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
Description	\$	\$	\$	\$	\$	\$	\$	\$
Granite Rise - 3 Haydon Close	25,000	42,480	17,480	0	25,000	40,000	15,000	0
Granite Rise - 5 Haydon Close	25,000	39,600	14,600	0	25,000	40,000	15,000	0
Granite Rise - 7 Haydon Close	25,000	44,000	19,000	0	25,000	40,000	15,000	0
Granite Rise - 8 Haydon Close	0	0	0	0	30,000	40,909	10,909	0
Granite Rise - 4 Lawton Rise	30,000	0	0	0	30,000	43,636	13,636	0
Granite Rise - 5 Lindsay Rise	25,000	41,000	16,000	0	25,000	37,273	12,273	0
Granite Rise - 16 Lindsay Rise	0	0	0	0	45,000	74,545	29,545	0
Granite Rise - 4 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
Granite Rise - 6 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
Granite Rise - 8 Price Retreat	0	0	0	0	25,000	40,000	15,000	0
	130,000	167,080	67,080	0	280,000	436,363	156,363	0

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.

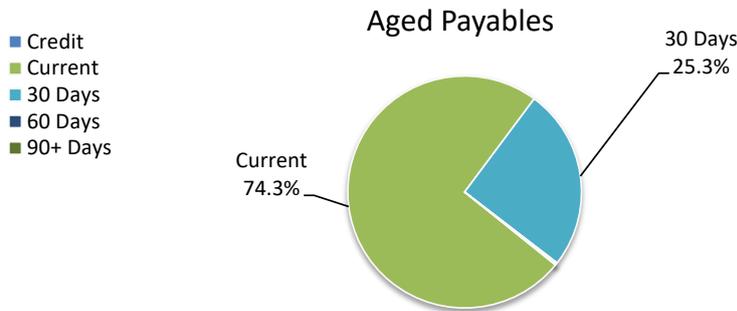
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	123,499	42,086	347	250	166,182
Percentage	0.0%	74.3%	25.3%	0.2%	0.2%	
Balance per trial balance						
Sundry creditors						166,182
ATO liabilities						5,819
ATO liabilities						41,252
Payroll Creditors						25,771
Accrued Expenses						(1,266)
Total payables general outstanding						237,758

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.



10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Community Recreation & Events Centre	102	1,126,584	0	0	(51,140)	(103,465)	1,075,444	1,023,119	(26,137)	(51,087)
Total		1,126,584	0	0	(51,140)	(103,465)	1,075,444	1,023,119	(26,137)	(51,087)
Current borrowings		103,465					52,326			
Non-current borrowings		1,023,119					1,023,118			
		1,126,584					1,075,444			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

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.

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 January 2026 \$
Other current liabilities						
Other liabilities						
Excess Rates		35,706	0	81,209	(92,613)	24,302
Total other liabilities		35,706	0	81,209	(92,613)	24,302
Employee Related Provisions						
Provision for annual leave		125,158	0	0	0	125,158
Provision for long service leave		189,919	0	0	0	189,919
Other employee leave provisions		34,121	0	0	0	34,121
Employment on-costs		24,883	0	0	0	24,883
Total Provisions		374,081	0	0	0	374,081
Total other current liabilities		409,787	0	81,209	(92,613)	398,383

Amounts shown above include GST (where applicable)

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

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.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

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.

SHIRE OF CORRIGIN
 SUPPLEMENTARY INFORMATION
 FOR THE PERIOD ENDED 31 JANUARY 2026

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2026	Current Liability 31 Jan 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies								
Grants Commission Grant Received - General Purpose	0	0	0	0	0	667,632	333,816	385,751
Grants Commission Grant Received - Local Roads	0	0	0	0	0	386,159	193,078	223,772
DFES LGGS Funding	0	0	0	0	0	115,000	86,250	59,670
CRC Funding Income	0	0	0	0	0	114,967	86,226	86,225
Wage Offset Income	0	0	0	0	0	1,000	0	0
Direct Grants Income - Main Roads	0	0	0	0	0	250,253	250,253	250,253
	0	0	0	0	0	1,535,011	949,623	1,005,671
Contributions								
CRC Grant Funding Income	0	0	0	0	0	5,500	2,750	1,903
Other Culture Income	0	0	0	0	0	2,500	0	2,591
	0	0	0	0	0	8,000	2,750	4,494
TOTALS	0	0	0	0	0	1,543,011	952,373	1,010,165

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and YTD		
	Liability 1 July 2025	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 Jan 2026	Current Liability 31 Jan 2026	Adopted Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
Funding - Emergency Power Supply - CREC Generator	0	0	0	0	0	135,000	67,500	0
Grant - Regional Road Group Income	0	0	0	0	0	400,000	200,000	160,000
Grant - Roads to Recovery Income	0	0	0	0	0	696,426	348,213	0
Grant - MRWA Blackspot Income	0	0	0	0	0	207,789	103,895	0
Misc Income, Streets Roads - Camm Street Shared Path Grant	0	0	0	0	0	2,000	1,000	500
Grant - Wheatbelt Secondary Freight Network	0	0	0	0	0	9,898	9,898	0
Grant - Wheatbelt Secondary Freight Network	0	0	0	0	0	59,536	59,536	16,434
Public Utilities Other Income - Charge up Workplace Grant	0	0	0	0	0	34,705	0	0
	0	0	0	0	0	1,545,354	790,042	176,934
Capital contributions								
Reimbursements - Tourism Income	0	0	0	0	0	0	0	79
	0	0	0	0	0	0	0	79
TOTALS	0	0	0	0	0	1,545,354	790,042	177,013

**SHIRE OF CORRIGIN
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

14 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 2025	Amount Received	Amount Paid	Closing Balance 31 January 2026
	\$	\$	\$	\$
Community Funds Held	110,912	0	0	110,912
Edna Stevenson Educational Trust	830,721	64	(7,456)	823,329
Police Licensing	3,485	355,764	(355,756)	3,493
Westrail Bus Ticketing	106	643	(653)	96
	945,224	356,471	(363,865)	937,830



Shire of Corrigin Local Recovery Management Plan

Adopted Council 18 February 2025
Res 8/2025

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Distribution

Distribution List	
Organisation	No Copies
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Corrigin Police Station	1
Corrigin District Hospital	1
Corrigin Volunteer Fire & Rescue	1
Corrigin St John Ambulance	1
Water Corporation – Corrigin Office	1
Chief Bush Fire Control Officer	1
Great Southern District Emergency Management Committee	1

Amendment Record

NO.	DATE	AMENDMENT DETAILS	DOCUMENT PREPARED BY
1	Nov 2018	Complete Review	LEMC
2	Feb 2019	Endorsed by LEMC	LEMC
3	May 2019	Minor Amendment update contact details	CEO
4	Feb 2020	Minor Amendment update	ESO
5	Aug 2021	Minor Amendment update	ESO
6	Nov 2022	Minor Amendment update	ESO
7	Oct 2023	Minor Amendment update	ESO
8	Feb 2025	Reviewed and Endorsed by Council	ESO
9			
10			
11			
12			

PART 1 - INTRODUCTION

Following the impact of a hazard on a community within the Local Government, there may be a need to assist the community to recover from the effects of the emergency. Recovery is a coordinated process of supporting the affected community in:

- a. reconstruction of the physical infrastructure; and
- b. restoration of emotional, social, economic and physical wellbeing.
- c. the Social Environment – defined by relationships and connected by networks of communications, ie individuals, families and common interest groups that form whole communities
- d. the Built Environment – human made assets that underpin the functioning of the community
- e. the Economic Environment – economic recovery is critical to the whole-of-community recovery process
- f. the Natural Environment – is considered in terms of impact on the air, water, land and soil, plants and animals.

The purpose of managing recovery is to assist the community attain a proper level of functioning as soon as possible. Recovery activities will normally commence in conjunction with response activities but will continue for an extended period after response activities have concluded.

1.1. AUTHORITY AND PLANNING RESPONSIBILITY

The Local Recovery Arrangements has been prepared in accordance with the Emergency Management Act 2005. They have been endorsed by the Local Government Local Emergency Management Committee (LEMC) and the Local Government. They have been tabled for information and comment with the Great Southern District Emergency Management Committee.

Section 36b of the *Emergency Management Act 2005* states:

“It is a function of a local government – to manage recovery following an emergency affecting the community in its district;”

Section 41 (4) of the *Emergency Management Act 2005* states:

“Local emergency management arrangements are to include a recovery plan and the nomination of a recovery coordinator”.

The preparation, maintenance and testing of the Recovery Plan is the responsibility of the Local government.

1.2. AIM

The aim of this document is to detail the recovery management arrangements for the Local government to assist with the timely and effective coordination of reconstruction and restoration activities to improve the quality of life in an affected community, so that they can continue to function as part of the wider community.

1.3. SCOPE

The scope of these recovery Arrangements is limited to the boundaries of the Local government. It details the recovery arrangements for the community and does not in any way detail how individual organisations will conduct recovery activities within their core business areas.

These arrangements are a support plan to the Local Government Local Emergency Management Arrangements.

1.4. OBJECTIVES

The objectives of the plan are to:

- prescribe the organisation, concepts, responsibilities and procedures for the effective management of recovery operations following the impact of an emergency;
- establish a basis for coordination between agencies that may become involved in the recovery effort;
- provide a framework for recovery operation;
- provide guidelines for the operation of the recovery management arrangements.
- ensure effective and coordinated management of recovery within the Local government;
- ensure the Plan complies with State Emergency Management Arrangements and
- identify the roles and responsibilities of Hazard Management Agency (HMA), emergency services, support organisations and the Local Government whilst promoting effective liaison between all organisations.

1.5. RECOVERY MANAGEMENT PRINCIPLES AND CONCEPTS

The arrangements comply with the recovery principles and concepts detailed in the State Emergency Management Plan (SEMC) 'Recovery Coordination' and the Australian Emergency Management Handbook 'Community Recovery'.

The National Principles for Disaster Recovery are:

- Understanding the context – successful recovery is based on an understanding of the community context.
- Recognising complexity – successful recovery acknowledges the complex and dynamic nature of emergencies and communities.
- Using community led approach – successful recovery is responsive and flexible engaging communities and empowering them to move forward.
- Ensuring coordination of all activities – successful recovery requires a planned, coordinated and adaptive approach based on continuing assessment of impacts and needs.
- Employing effective communication - successful recovery is built on effective communication with affected communities and other stakeholders.
- Acknowledging and building capacity – successful recovery recognises, supports and builds on community and individual and organisational capacity.

As the recovery process involves individuals and communities, the following shall form the basis of recovery decision making and have been incorporated into the recovery management arrangements of this plan.

- The community has a right to be involved in the decision making and management of all aspects of the recovery process;
- The community has a 'right to know', as information is an essential part of the recovery process;
- Every person has a right to effective assistance until long-term recovery is achieved;
- Both the affected person and the community have a responsibility to account for financial and material resources used;
- The community has a right to know the criteria for the determination of financial support and grants; and
- The community has a right to expect the maintenance of family cohesion.

1.6. RELATED DOCUMENTS

To enable integrated and coordinated delivery of emergency management within the Local government, these arrangements are consistent with West Australian Emergency Management Framework.

Reference should also be made to the;

- Department of Communities Local Emergency Relief and Support Plan
- Local Government Recovery Workbook Package
- Local Government Local Emergency Management Arrangements

PART 2 – PLANNING

2.1. APPOINTMENT

LOCAL RECOVERY COORDINATOR

The appointment of the Local Recovery Coordinator will be undertaken by Council resolution. The appointed Recover Coordinator is Natalie Manton

DEPUTY LOCAL RECOVERY COORDINATOR

The appointment of the Deputy Local Recovery Coordinator will be undertaken by Council resolution. The appointed Deputy Recover Coordinator is Michael Weguelin

RECOVERY COMMITTEE MEMBERS

The membership of the recovery committee will be determined by the recovery coordinator based on the community's needs following an emergency. Each emergency will be different and may require representation from different organisations.

TRAINING

At present the WA Local Government Association provides recovery management training.

2.2. ROLES AND RESPONSIBILITIES

LOCAL GOVERNMENT

The Local government will undertake the following;

- Nominate a Recovery Coordinator and Deputy Local Recovery Coordinator.
- Be responsible for ensuring a co-ordinated recovery.
- Provide executive, communications and media support to the Recovery Committee.
- Provide staff and equipment for the Recovery Coordination Centre as required.
- Prepare, maintain and test these arrangements.
- Ensure the training, education and exercising of organisations and their personnel in the recovery management arrangements.
- Provide financial management support to the Recovery Committee.
- Prepare Business Continuity Plan to accommodate a protracted Recovery process.
- coordinate the promotion of community awareness with respect to the recovery arrangements.

LOCAL RECOVERY COORDINATOR / DEPUTY LOCAL RECOVERY COORDINATOR

The Local Recovery Coordinator is responsible for the development and implementation of recovery arrangements for the local government, in conjunction with the Local Recovery Coordination Group.

Functions

- Ensure the Local Recovery Plan is established;
- Liaise with the Controlling Agency, including attending the Incident Support Group and Operations Area Support Group meetings where appropriate;
- Assess the community recovery requirements for each event, in conjunction with the HMA, Local Emergency Coordinator (LEC) and other responsible agencies;
- Provide advice to the Mayor/Shire President and Chief Executive Officer (CEO) on the requirement to convene the Local Recovery Coordination Group (LRCG) and provide advice to the LRCG if convened;
- Ensure the functions of the Executive Officer are undertaken for the Local Recovery Coordination Group;
- Assess for the LRCG requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate;
- Determine the resources required for the recovery process in consultation with the Local Recovery Coordination Group;
- Coordinate local level recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCG;
- Monitor the progress of recovery and provide periodic reports to the Local Recovery Coordination Group and State Recovery Coordination Group, if established;
- Liaise with the State Recovery Coordinator on issues where State level support is required or where there are problems with services from government agencies locally;
- Facilitate the acquisition and appropriate application of the resources necessary to ensure an effective recovery;
- Ensure the recovery activities are consistent with the principles of community engagement;
- Arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the arrangements; and
- Arrange for an evaluation of the effectiveness of the recovery activities in relation to the recovery plan, within 12 months of the emergency.

Local Recovery Coordination group

The Local Recovery Coordination Group (LRCG) is to coordinate and support local management of the recovery processes within the community subsequent to a major emergency in accordance with State Emergency Management Committee (SEMC) policies and the Local Recovery Arrangements.

Functions

- Establishing subcommittees as required;
- Assessing requirements, based on the impact assessment, for recovery activities relating to the social, built, economic and natural wellbeing of the community with the assistance of the responsible agencies where appropriate;
- Developing an operational plan for the coordination of the recovery process for the event that:
 - takes account of the local government long term planning and goals;
 - includes an assessment of the recovery needs and determines which recovery functions are still required;
 - develops a timetable and identifies responsibilities for completing the major activities;
 - considers the needs of youth, the aged, the disabled, and culturally and linguistically diverse (CALD) people;
 - allows full community participation and access; and
 - allows for the monitoring of the progress of recovery.
- Overseeing the delivery of projects that support the social, built, economic and natural environments of recovery to ensure that they are community-led and targeted to best support the recovery of impacted communities;
- Facilitating the provision of services, public information, information exchange and resource acquisition;
- Providing advice to the State and Local Government/s to ensure that recovery programs and services meet the needs of the community;
- Negotiating the most effective use of available resources including the support of State and Commonwealth agencies;
- Monitoring the progress of recovery, and receiving periodic reports from recovery agencies;
- Ensuring a coordinated multi agency approach to community recovery;
- Providing a central point of communication and coordination for the actions of the wide range of recovery-related services and projects being progressed outside of the direct control of the Committee; and
- Making appropriate recommendations, based on lessons learnt, to the LEMC to improve the community's recovery preparedness.

Composition of Local Recovery Coordination Group

The LRCG will be chaired by the Local Government President, the Local Government CEO, or their nominee and have relevant community leaders as its members, including appropriate State Government Agency representatives. Where a LRCG is established a core group of key stakeholders will be represented on the committee supported by other organisations seconded as required. The membership of the LRCG is dynamic and will change with the needs of the community at various stages during the recovery process.

Where a LRCG is established to manage the local recovery process, the following structure will be implemented as appropriate to the situation.

- Chairperson (if not the President, or the CEO, then preferably a Councillor);
- Local Recovery Coordinator (should be different to Chairperson);
- Secretary (provided by LGA);
- Local Emergency Coordinator (OIC Police).
- Local Government Officers;
- Hazard Management Agency;
- Department of Health and or Local Environmental Health Officer;
- Department for Communities;
- Western Australian Police Service;
- Community representative/s;
- Chairpersons of sub-committees;
- Department of Primary Industries and Regional Development;
- Department of Biodiversity, Conservation and Attractions;
- Lifelines (power, water, gas, etc);
- Main Roads;
- Department of Water and Environmental Regulation
- Regional Development Commission;
- Education/school representative;
- Community Groups;
- Chamber of Commerce;
- St John's Ambulance;
- Insurance representative;
- Other persons/organisations as identified.

2.3. RESPONSIBILITIES OF PARTICIPATING ORGANISATIONS

LOCAL GOVERNMENT

- Chair and manage the activities of the Local Recovery Committee.
- Provide secretariat and administrative support to the Local Recovery Committee.
- Provides the Local Recovery Management Centre and facilities.
- Ensure the restoration or reconstruction of services/facilities normally provided by the local government authority.

HAZARD MANAGEMENT AGENCY

- Provide a representative to the Local Recovery Committee.
- Advise the Local Recovery Coordinator when an event threatens or has impacted the community.
- Initiate the recovery process.
- Participate in the development of the recovery plan.
- Advise the Recovery Coordinator when withdrawing from the recovery process.

DEPARTMENT OF COMMUNITIES

- Provide a representative to the Local Recovery Committee;

- Provide the emergency relief and support components of the recovery process including:
 - Emergency accommodation.
 - Emergency catering.
 - Emergency clothing and personal requisites.
 - Personal services (including counselling).
 - Registration and Inquiry.
 - Immediate financial assistance.

LIFELINE AGENCIES

- Provide a representative to the Local Recovery Committee;
- Undertake repairs and restoration of services;
- Assist the recovery effort with resources and expertise available from within the service.

2.4. MANAGEMENT ARRANGEMENTS

LOCAL RECOVERY COORDINATION CENTRE

Recovery operations shall be managed by the Local Recovery Coordinator from the Local Recovery Centre.

The location of the Recovery Coordination Centre will be the administration office of the Local Government.

The Local Recovery Coordination Centre is where the Local Recovery Committee is based during an emergency and recovery phase, and provides a focal point for a coordinated approach to recovery services.

The following communication systems are desirable when setting up an LRC (dependant on the scale of the incident):

- Phone;
- Fax; and
- Email.

It is preferred that each LRC will have the following facilities available (dependant on the scale of the incident):

- Meeting Rooms;
- Ablutions; and
- Kitchen/Food Preparation Area.

PART 3 – COMMENCING RECOVERY

3.1. ACTIVATION

The process for the activation of these arrangements is outlined in State Emergency Management Policy 4.4 Section 6 Recovery which provides;

- The Controlling Agency is responsible for the coordination of an assessment of all impacts relating to all recovery environments prior to cessation of the response, including a risk assessment and treatment plan to provide for safe community access to the affected area. Comprehensive impact information is required by local governments to assist in planning recovery activities.
- *The Controlling Agency with responsibility for the response to an emergency must initiate recovery activity during the response to that emergency, as detailed in the State EM Plan (Section 6.4).*
- *In some circumstances, the State Government may have an increased role through the State Recovery Coordinator or establishment of a State Recovery Coordination Group and/or State Recovery Controller.*

3.2. TRANSITION FROM RESPONSE

Recovery starts while response activities are still in progress, and key decisions taken during the response phase are likely to directly influence and shape recovery.

The LRC should be called together as soon as possible for a briefing of the emergency incident even in the response stage to detail the extent of contingencies to allow for smooth transition from response to recovery.

The Local Recovery Coordinator must be included in Incident Support Group meetings from the onset.

The Controlling Agency is responsible for commencing the recovery process. As the response to the incident concludes the recovery phase will be handed to the Local government. A copy of the document is included in the Recovery Resource Book'. The form will be used by both parties to affect the handover process.

It is envisaged that the recovery effort will be managed through regular coordinating meetings of the Local Recovery Coordination Group, twice a day initially, to ensure development, implementation and monitoring of the tactical recovery plan.

Where the decision is taken not to activate the plan or convene the Local Recovery Coordination Group because statutory agencies are coping with the situation, the Local Recovery Coordinator will monitor the situation and keep the Local Recovery Coordination Group advised accordingly.

3.3. IMPACT ASSESSMENT AND OPERATIONAL RECOVERY PLANNING

It is essential that the Controlling Agency coordinates conduct an assessment of the impacts, recovery and restoration requirements as soon as possible after the impact of the event. Access to the affected area may be restricted by the HMA until it is determined to be safe to enter.

Sources that may assist in the collection of impact assessment data include the:

- Controlling Agency.
- Emergency Relief and Support agencies – to identify persons in need of immediate assistance.
- LGA building inspectors and engineers.
- Insurance assessors.
- Business associations, e.g. local chamber of commerce.
- Recovery Needs Assessment and Support Survey Form.

Following a major emergency where substantial damage has occurred to residential, commercial and government buildings and other community infrastructure, and where significant reconstruction and restoration is required, an operational recovery plan should be prepared by the LRCG.

The operational recovery plan should provide a full description of the extent of the damage, including both social, economic, built and natural, and detail plans for restoration and reconstruction of the affected community. Each operational recovery plan will be different depending upon the nature of the emergency and the severity of the destruction and disruption. As part of the overall impact assessment to assist in the operational recovery planning it may be appropriate to conduct a survey of people/families affected by the emergency. An Action Recovery Plan Template is included in the Recovery Resource Book.

3.4. RECOVERY COORDINATION CENTRE

A Recovery Coordination Centre should be established if extensive recovery activities are to be undertaken. The purpose of the Recovery Coordination Centre is to bring together all agencies involved in the recovery process to ensure effective communication and coordination of resources, information and tasks

The location and details of the centre are included in Part 1 of these arrangements.

3.5. LOCAL RECOVERY COORDINATION GROUP

It may be appropriate to consider establishing one or more subcommittees to assist the Local Recovery Coordinator by addressing specific components of the recovery process.

The LRC should consider the following areas when recommending priorities and ensuring work is completed.

- Social environment effects
- Built environment effects
- Economic environment effects
- Natural environment effects

When identifying priorities consideration should be given to the risk evaluation criteria developed during the Emergency Risk Management process. (Risk Evaluation – community values).

The most commonly established sub-committees and their responsibilities are detailed below:

COMMUNITY (OR SOCIAL) SUBCOMMITTEE

Objectives

- To provide advice and guidance to assist in the restoration and strengthening of community well-being post the event;
- To facilitate understanding on the needs of the impacted community in relation to community wellbeing;

- To assess and recommend priority areas, projects, and events to assist with the recovery process in the immediate and short-term regarding the restoration and strengthening of community wellbeing;
- To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration and strengthening of community wellbeing; and
- To ensure the affected community is informed and involved in the recovery processes so actions and programs match their needs.

ENVIRONMENT (OR NATURAL) SUBCOMMITTEE

Objectives

- To provide advice and guidance to assist in the restoration of the natural environment post the event;
- To facilitate understanding of the needs of the impacted community in relation to environmental restoration;
- To assess and recommend priority areas, projects and community education to assist with the recovery process in the immediate and short-term regarding the restoration of the environment including weed management and impacts on; and
- To assess and recommend medium and long term priority areas to the local government for consideration to assist in the restoration of the natural environment in the medium to long term.

INFRASTRUCTURE (OR BUILT) SUBCOMMITTEE

Objectives

- Assist in assessing requirements for the restoration of services and facilities in conjunction with the responsible agencies where appropriate;
- To provide advice and assist in the coordination of the restoration of infrastructure assets and essential services damaged or destroyed during the emergency; and
- To assess and recommend priority infrastructure projects to assist with the recovery process in the immediate and short, medium and long term.

FINANCE (OR ECONOMIC) SUBCOMMITTEE

Objectives

- To assess and recommend priority recovery activities to assist with the direct and indirect impacts on the economic position of the area;
- Consider the need for an economic impact assessment;
- Consider participation of business and/or industry representatives in economic recovery decision making;
- Work with the insurance sector to coordinate insurance companies' response;
- Consider projects to ensure tourism viability is maintained;
- Support and promotion of the economic viability of affected community through short and long term projects;
- Coordination of supply and distribution of emergency fodder, water, fencing, agistment and other materials/services; and
- To provide advice on care and management of livestock, including feed, water, fencing, agistment and transport

3.6. CULTURAL AND SPIRITUAL FACTORS

Cultural and spiritual symbols provide an essential dimension to the recovery process. They provide a framework for meaning and evaluation of the emergency experience. These need to be managed as an integral part of recovery activities. The community will present its own symbols and rituals, probably beginning in the immediate aftermath. If these are recognised, supported and coordinated as part of the recovery process, which is owned by the community, they will provide the focus for cultural and spiritual activities.

These activities will assist in the long-term integration of the emergency into the history of the community. Often these activities can be conducted on anniversaries or other significant community occasions.

3.7. RECOVERY ACTIVITIES AND STRATEGIES

To assist the Local Recovery Coordinator and the Local Recovery Coordination Group a listing of recovery activities that may have to be undertaken together with suggested strategies has been listed below:

3.8. ACTIVITIES TO BE UNDERTAKEN BY THE LOCAL RECOVERY COORDINATION GROUP

SHORT TERM

- Counselling.
- Establish and managing emergency financial relief schemes.
- Surveying and assessing the damage to public and private property.
- Repairing and/or replacing public utilities, services and assets.
- Assisting with the repair or replacement of private property.
- Initiating programs to stimulate community morale and economic growth.
- Managing environmental rehabilitation programs.
- Coordinating recovery and research agencies.
- Revision of Land Use/Town Planning schemes.

3.9. STRATEGIES

COMMUNITY INVOLVEMENT STRATEGIES

- Maximise the use of local resources, groups and individuals.
- Promote community awareness and education.
- Involve people in their own and their community recovery.
- Maintain continuous liaison between emergency teams, volunteer groups and community organisations.
- Create opportunities for local decision making.
- Ensure self-determination in restoration planning.
- Maintain a co-operative relationship between volunteers and imported specialists.
- Use local suppliers.
- Empower the community as quickly as possible.

RECOVERY ASSISTANCE STRATEGIES

- Provide for special needs of aged, ethnic, children etc
- Make food, shelter, clothing, health and emergency finance available immediately.
- Deliver services in a simple and caring manner with minimal disruption to existing processes.
- Ensure emergency relief and support centres cater for privacy and individual care.
- Ensure emergency workers receive ongoing support, debriefing, relief and rest.
- Maximise financial aid and minimise material aid.

ACCOUNTABILITY STRATEGIES

- Ensure the affected community is involved in the allocation and distribution of material and financial resources.
- Assist the community in ensuring there is accountability in the use of resources.

STRATEGIES FOR GRANTS, LOANS AND GIFTS

- Ensure there is community involvement in determining criteria.
- Communicate entitlement criteria for financial support and grants immediately.
- Alterations to criteria must be communicated clearly to the community.
- Consider non-English speaking groups in designing information for grants.
- Maintain confidentiality.

STRATEGIES TO MAINTAIN FAMILY COHESION

- Keep families together during evacuation and resettlement.
- Ensure all policies and processes support the family's ability to recover.

3.10. PUBLIC INFORMATION

Successful communication in recovery is about connecting with people by enabling access to clear, relevant, targeted and high quality information to assist them build their own capacity and gain a greater understanding of community needs in the process. Good recovery communications is not only about sending information out, it's about engaging in two-way dialogue.

In the response phase public information primarily informs and reassures. In the recovery phase it is the mechanism by which the affected community and the wider public are encouraged to participate in the process of restoration and rehabilitation.

EFFECTIVE COMMUNICATION IN RECOVERY

- Messages need to be clear, relevant, accurate and timely;
- Communication needs to be two-way
- Information needs to be accessible to a wide-ranging audience, including those with special needs;
- Have well-structured communication networks, both with individuals and organisation; and
- Adopt strategies to reiterate key messages.

Messaging should consider:

- What we know;
- What we don't know;
- What we are doing; and
- What we want you to do.

Information may be made available to the public using a combination of the methods such as:

- One Stop Shop
- Door Knocks
- Out Reach Programs
- Information Sheets
- Community Newsletters
- Public Meetings
- Noticeboards
- Email communication
- Websites
- Local newspapers
- Social media
- Radio and television
- Text messaging

MEDIA

During emergencies the media have a legitimate interest in obtaining prompt and accurate information. If media access to accurate information is restricted, rumour and speculation may be substituted for fact. Consequently, there is nothing to be gained by attempting to restrict media access. The media are also a vital link between recovery agencies and the public, and provide an effective means of disseminating information. It is recommended that regular and scheduled media briefings be negotiated to suit the publishing and broadcasting timetables of the media.

Due to the fact that the recovery process will generally involve a range of different organisations, there is a need for coordination of information to the media to avoid confusion or conflict. The most effective means of dealing with this issue is through the nomination of a media liaison officer to represent the overall recovery process.

All media releases prepared by the Recovery Sub-Committee will be forwarded to the LRC for release by the Chairperson. If the recovery process is of such a nature that State involvement is required, reference should be made to State Support Plan – Emergency Public Information to ensure appropriate processes are followed and adhered to. The Communicating in Recovery Guidelines is a useful tool to assist.

VISITING VIPs

In addition to the level of media interest, there is also likely to be a number of visits to the affected area and a high level of interest in the recovery process from VIPs from government and a range of other agencies.

There are a number of issues that need to be considered by the recovery manager involved with, or responsible for hosting, such visits.

Effective briefings should be provided. These should include accurate and up-to-date information about estimated losses, assistance programs and financial assistance packages. This will ensure that any information relayed to the affected community or the media is accurate, reducing the risk of falsely raising expectations regarding such things as assistance measures, and reducing the risk of embarrassment. Some pre-visit briefing is also desirable to ensure that the visitor is well informed of the necessary information prior to arrival.

- Briefing of any visitors should also include details about the current state of the community, including the various emotions they may be experiencing as a result of the event, as well as identification of any existing sensitivities.
- Visitors should have a clear understanding of emergency management arrangements and protocols.
- Visitors should also be clearly briefed on the potential impact of their visit and their subsequent role in the recovery process. In particular, it should be emphasised that any information provided must be accurate, as the effects of inaccurate or ill-founded information on an affected community may reinforce the impact of the event.
- In the case of a disaster affecting more than one geographic area, care should be taken to ensure that communities are treated impartially and visits are arranged accordingly.

Visits by Commonwealth and State Parliamentarians (including Ministers) should be discussed in advance with the LRC to ensure the visits are the most effective for both the community and the Member of Parliament.

INFORMATION SERVICES

The community recovery information services provided to affected people aim to lower anxiety levels and to restore a sense of predictability through accurate and credible information. Information services must be made available to assist and hasten recovery as well as the means of accessing those services.

The information provided should advise:

- the support, psychological, development and resource services available;
- where, when and how to access those services; and
- the psychological reactions commonly experienced by affected people.

The information should be provided at a “One Stop Shop” set up in a location to be determined and be available as soon as possible and provided and repeated through a range of information means.

The accessibility of the information to the people affected by the emergency is a major issue and actions need to ensure it is available to:

- the whole of the affected area;
- non-English speaking people;
- special needs groups and or individuals;
- isolated people and communities; and
- secondary victims.

PUBLIC MEETINGS

Various forms of public meetings provide an important part of the recovery process. Public meetings may be held soon after an emergency has taken place as a means of communicating information to an affected community regarding such things as the extent of the damage caused by the event and the services available through the range of recovery agencies. Representation of the various recovery agencies at a public meeting also gives the affected community an opportunity to identify those agencies providing services and to clarify important issues. Further public meetings may be held throughout the recovery process as the need arises.

Public meetings also provide the opportunity for members of an affected community to meet together and for rumours, which are inevitable in the early part of the recovery process, to be dispelled. However, given the volatility that may be evident immediately following an emergency, it is critical that public meetings be carefully timed and managed by a facilitator skilled in dealing with any problems which may arise.

Public forums may also be organised to provide practical advice and discussion on a range of issues from personal needs to housing and rebuilding issues. The need for such forums is best identified by workers who have a direct understanding of emerging needs within a community.

Community recovery committees also provide an affected community with a mechanism to have an input into the management of the recovery process. These committees provide an important forum, ensuring local participation in the management of the recovery process.

The public information function should continue after the emergency response is over, lives are no longer at risk, and the state of emergency is over. The focus might change but the purpose of maintaining the flow of information remains

Points to Consider

- Appoint potential spokespeople to deal with the media
- Manage public information during the transition from response to recovery when handover completed from HMA.
- Identify priority information needs.
- Develop a comprehensive media/communication strategy.
- Coordinate public information through:
 - joint information centres
 - spokesperson/s
 - identifying and adopting key message priorities
 - using a single publicised website for all press releases
- Develop processes for:
 - media liaison and management (all forms e.g. print, and electronic)
 - briefing politicians
 - alternative means of communication e.g. public meetings, mailbox fliers, advertising
 - communicating with community groups
 - meeting specialist needs
 - formatting press releases
 - developing and maintaining a website
 - ensuring feedback is sought, integrated and acknowledged
- Monitor print and broadcast media, and counter misinformation.

ONE STOP SHOP

An effective method of providing the affected community with access to information and assistance is through the establishment of central information point and would include representatives from relevant recovery service providers to provide information and advice for the local community.

A One Stop Shop may be established in identified Council buildings, the location and contact details will be disseminated to the community when it is established.

3.11. MANAGING SPONTANEOUS VOLUNTEERS

LOCAL VOLUNTEER COORDINATOR (LVC)

Within the first few days of an emergency occurring, the Local Government may receive numerous offers of voluntary assistance. It is important to harness this enthusiasm so that offers and opportunities are not lost.

There are likely to be two sources of volunteers:

- Clubs, community groups and other non-government organisations;
- Members of the general public.

Volunteers affiliated with an organisation will generally be managed by the organisation of membership and are likely to have specific skills to perform assigned roles (e.g. CWA, Lions Clubs, etc).

Volunteers from the general public (individuals and private companies) who offer assistance on an ad-hoc basis require careful management and coordination. "Volunteer Information Forms" (refer to the Recovery Resource Book) must be completed by shire staff whenever an offer of assistance is made and they should be forwarded to the LVC for consideration. Consideration should be given to establish a list of activities that could be undertaken by volunteers to assist in the recovery effort.

The LRC will initially be responsible for overseeing volunteer activities and if the event dictates the necessity to do so, the LRC will request the activation of the LVC.

REGISTRATION

For insurance purposes, it is paramount that any volunteer under the direction and control of the Local government must be registered and signs on prior to participating in any task, with clear instructions disseminated and acknowledged. All volunteers must sign off on the completion of the volunteers shift.

It is the responsibility of the LVC to oversee the registration of all volunteers who are under the direction and control of the SOM, regardless of whether they are individuals or belong to a community group or club. This must occur during all recovery activities including emergency relief and support centre activities on the "Volunteer Log Form" found in the Recovery Resource Book.

ALLOCATION OF TASKS

The LVC is responsible for matching volunteers' skills and resources to required tasks, bearing in mind the needs of the community and individuals. Tasks assigned must be meaningful with clearly defined roles and must be recorded against the respective volunteers "Volunteer Information Form". When tasked, the volunteer is to be given a copy of the "Volunteer Task Allocation Form" to ensure they have a clear understanding of the role to be undertaken. Refer to Local government Recovery Workbook Package for the "Volunteer Task Allocation Form".

The LRC or, if convened, the LRCC is responsible for creating the tasks to be allocated. All tasks allocated must be authorised by the LRC or, if convened, the LRCC to ensure the duplication of tasking is avoided.

HOURS OF DUTY

Where applicable, volunteers should be rostered on for periods of no longer than 8.5 hours at one time, followed by a minimum 10 hour rest period. Shifts should overlap by a minimum of 30 minutes to enable briefings and handovers to their relief to occur. Meal breaks should be planned for with the LVC responsible for all volunteer rostering. Refer to the Recovery Resource Book for the "Volunteer Roster Form". All rostering must be authorised by the LRC or, if convened, the LRCC to ensure the duplication of resources is avoided.

IDENTIFICATION

The LVC shall provide all volunteers with appropriate identification, the minimum standard being a name tag. The name tag must have the volunteer's full name, date and Volunteer Information Form Reference Number clearly identified.

OTHER

The LVC shall conduct regular briefing and debriefing of volunteers. Access to appropriate counselling must be provided to all workers, as an acknowledgement that high levels of both acute and ongoing stress, and direct exposure to trauma, may be experienced.

PART 4 – FINANCIAL MANAGEMENT

4.1. FINANCIAL ARRANGEMENTS DURING AN EMERGENCY SITUATION

It should be recognised that in the event of an emergency there may be a need for the Local Government to undertake essential recovery activities during the emergency event, or as soon as possible after the emergency.

On these occasions the Shire of Corrigin will need to act in its capacity as the agency responsible for Recovery without funding allocated within Council's Budget. Under Section 6.8 of the *Local Government Act 1995*, the President may approve emergency expenditure where requested by the Chief Executive Officer:

- *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:*
- *is incurred in a financial year before the adoption of the annual budget by the local government;*
- *is authorised in advance by resolution*;* or
- *is authorised in advance by the mayor or president in an emergency.*

LOCAL GOVERNMENT POLICIES

For the Local Government policies and procedures as passed by Council relating to expenditure during an emergency refer to the Local Recovery Management Plan Resource Book.

Disaster Recovery funding arrangements (DRFA)

Commencing 1 November 2018, the Commonwealth has introduced Disaster Funding Recovery Arrangements (DRFA) for the states and territories of Australia to provide financial assistance for eligible disaster events.

In Western Australia, the Disaster Recovery Funding Arrangements – Western Australia (DRFAWA) is administered by the Department of Fire and Emergency Services (DFES) and is Western Australia's application of the DRFA. The DRFAWA includes additional support measures the State government deems necessary to best support communities and businesses within Western Australia.

What is the aim of the DRFA?

Natural disasters or terrorist acts may result in large-scale expenditure by state governments in the form of disaster relief and recovery payments and infrastructure reconstruction. To assist with this burden, the Commonwealth has made arrangements to provide financial assistance to the states and territories in certain circumstances. Usually the assistance is in the form of partial reimbursement of state expenditure and estimated reconstruction costs.

What is an eligible disaster event?

A natural disaster or terrorist act for which:

- A coordinated multi-agency response was required, and
- It must be estimated that the cost of emergency assistance to individuals and communities, or damage to essential public assets will exceed \$240,000.

What are the eligible disaster events?

An eligible disaster event is:

- One, or a combination of the following rapid onset events:
 - Bushfire
 - Cyclone
 - Meteorite strike
 - Earthquake
 - Storm surge
 - Tornado
 - Flood
 - Landslide
 - Storm
 - Tsunami
- A terrorist act; whereby an action or a series of actions committed in Australia which the Commonwealth Minister has determine is a terrorist act.

Relief and Recovery Assistance Measures

The DRFAWA provides certain measures to support relief and recovery efforts following an eligible disaster. It is intended to complement other strategies including insurance, mitigation planning and activities to prevent disasters. Assets that can be insured are not covered by DRFAWA.

When an eligible event is declared, different assistance measures can be made available to individuals and communities to support them in their recovery from an eligible disaster; these four (4) main categories are:

Category A – Emergency assistance for individuals, administered by the Department of Communities

Category B – financial support provided to the State, counter disaster operations and assistance for small business and primary producers. Administered by DFES with assistance from the appropriate State Government Departments

Category C – Community Recovery Packages, (when severe impact) administered by DFES

Category D – Exceptional Circumstances Measure, administered by DFES

Further information on DRFAWA can found by visiting the DFES website at dfes.wa.gov.au or clicking [here](#).

4.2. APPEALS AND DONATIONS

Where possible, donations of goods and services should be discouraged as they are difficult to manage. Donations of cash are more practicable to manage and provide the opportunity to utilise local services which in turn assists with the recovery of local business.

LORD MAYORS DISTRESS RELIEF FUND

The Lord Mayor's Distress Relief Fund was established in 1961 to provide relief of personal hardship and distress arising from natural disasters occurring within Western Australia. The perpetual fund is a registered charitable body and has approval of the Australian Taxation Office for tax deductibility of contributions. Further information is available via their website: <http://appealswa.org.au/>

Donations of Cash: The Local Recovery Committee will encourage the use of the Lord Mayor's Distress Relief Fund for people wanting to make cash donations, although if deemed necessary will open a separate account specifically for cash donations.

Donations of Service and Labour: Any donations of services or labour to assist with the recovery from an emergency will be administered by the Local Government via the Local Recovery Committee in accordance with the Managing Spontaneous Volunteers section of these arrangements.

Donations of Goods: The donations of goods to assist victims to recover from an emergency may be arranged by non-government organisations. The distribution of the donated goods shall be undertaken by the organisations concerned.

4.3. STATE LEVEL ASSISTANCE

State level assistance to community recovery will normally be provided by a range of State government agencies through direct representation on the LRC.

In conjunction with the local government/s and the State Emergency Coordinator, the State Recovery Coordinator is to consider the level of State involvement required, based on a number of factors pertaining to the impact of the emergency.

These include:

- The capacity of the local governments involved to manage the recovery;
- The number of local governments affected; and
- The complexity and duration of the recovery.

4.4. STAND DOWN

The Local Recovery Coordinator shall progressively stand down participants and programs when they are no longer required

4.5. DEBRIEFING/POST OPERATIONS REPORT

The LRC will arrange to debrief all participants and organisations as soon as possible after stand down and prepare a report to the LEMC for review and update of the Local Recovery Plan. A copy of the report shall also be forwarded to the DEMC.

Refer to **Annexure 7** for reporting template and **Annexure 8** for Post Incident Analysis Pro forma.

Annexure 1 Contacts (Recovery Specific)

LR Coordinator	Natalie Manton	PO Box 4 Yealering WA 6372	0427 425 727	ceo@corrigin.wa.gov.au
DLR Coordinator	Mike Weguelin	14 Centenary Avenue Corrigin 6375	0400 190 221	igacorrigin@westnet.com.au



Shire of Corrigin Emergency Evacuation Plan

Adopted by Council 18 February 2025
Res 8/2025

**SHIRE OF CORRIGIN
EMERGENCY MANAGEMENT PLAN**

EMERGENCY EVACUATION PLAN

INTRODUCTION

This Plan is to be used as a guide by Hazard Management Agencies to formulate an Operational Evacuation Plan should an evacuation within the Shire of Corrigin be required.

Should an emergency occur, it is imperative that the situation is dealt with swiftly and effectively to ensure that injuries, loss of life, and damage, is kept to an absolute minimum.

Life safety must be considered a priority, and for that reason, the evacuations must be planned and organised to ensure that all personnel are moved in an orderly fashion from any danger, or potentially dangerous situation, to a place of safety.

As a result of an emergency, evacuation of affected people may need to be considered.

This may involve a complex operation that has the potential to place evacuees at risk during the evacuation. Through careful planning, and a thorough knowledge of these arrangements, risks associated with the evacuation process can be minimized.

The Emergency Evacuation Plan is integral for the ongoing care and reception of evacuees and is to be read in conjunction with:

- the Local Emergency Relief and Support Plan, and
- other relevant agency plans

The Local Emergency Relief and Support Plan has been developed by the Department of Communities, in conjunction with the Shire of Corrigin, using local and regional facilities and organisations.

This plan will adopt the 5 stages of evacuation:

1. Decision to evacuate
2. Warning
3. Withdrawal
4. Shelter
5. Return

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Distribution list

Distribution	No of Copies
Shire of Corrigin – Chief Executive Officer	1
Shire of Corrigin – President	1
Shire of Corrigin – Works Supervisor	1
Corrigin Police – Officer in Charge	1
Corrigin Hospital – Health Services Manager	1
St John Ambulance Corrigin – Officer in Charge	1
Corrigin Fire and Rescue – Captain	1
Corrigin Bush Fire Service – Chief Bush Fire Control Officer	1
Corrigin District High School – Principal	1
Department of Communities	1
Kondinin VFES Unit	1
DFES Narrogin	1
Main Roads – Glen Putland	1
CESM – Roger Northey	1

**A COPY OF THIS PLAN IS TO BE AVAILABLE ON THE SHIRE WEBSITE
www.corrigin.wa.gov.au.**

Issue, Review and Amendment

An emergency plan must be simple, flexible, written, disseminated, tested, reviewed and be easy to use and amend.

The Shire of Corrigin, in conjunction with the Local Emergency Management Committee (LEMC) is responsible to review this plan annually.

Ideally this review would occur after the annual LEMC exercise has been conducted, with amendments being updated to the plan based on the possible deficiencies identified during the annual exercise and forwarded during the following required debriefing.

Reviews should be recorded on the form below and any amendment to the procedures should be noted on the Amendment Certificate.

REVISION CONTROL

Revision	Date	Description	Amended By
1	February 2019	Updated documents endorsed LEMC	LEMC
2	May 2019	Minor amendments, formatting and contact details	CEO
3	Feb 2020	Minor amendments	ESO
4	Feb 2021	Minor amendments	ESO
5	August 2021	Minor Amendments	ESO
6	November 2022	Minor Amendments	ESO
7	October 2023	Minor Amendments	ESO
8	February 2025	Reviewed and Endorsed by Council	ESO
9			
10			

Acronyms

LEMA	Shire of Corrigin Local Emergency Management Arrangements
EEP	Shire of Corrigin Emergency Evacuation Plan
LGA	Local Government Authority
IC	Incident Controller
ERMP	Shire of Corrigin Emergency Risk Management Plan
HMA	Hazard Management Agency
CA	Controlling Agency
Shire	Shire of Corrigin
DC	Department of Communities
Police OIC	Corrigin Police Station

For additional information in regard to the Glossary of Terms, refer to the Glossary (State Emergency Management – Strategic Framework for Emergency Management in Western Australia’ Glossary).

1. AUTHORITY

The Emergency Management Act (2005) gives authority for local emergency management arrangements to be developed Local Government Areas (LGA).

This Emergency Evacuation Plan has been prepared and endorsed by the Corrigin Local Emergency Management Committee (LEMC) and the Shire of Corrigin. They form a sub-plan of the Corrigin Local Emergency Management Arrangements (LEMA). They have been tabled for information and comment by the Great Southern District Emergency Management Committee (DEMC).

2. SCOPE

The geographical area covered by this plan is the Shire of Corrigin local government area however regional support will be an integral part of the Plan. This Plan applies to the circumstances where there may be a need to partially or totally evacuate the areas of population in the Shire of Corrigin.

The plan incorporates:

- activation mechanisms;
- responsibilities and tasks;
- recovery services;
- resourcing arrangements; and
- management structures and processes.

3. TITLE

The title of this document is the Shire of Corrigin Emergency Evacuation Plan (EEP).

4. AIM

The aim of the Plan is to provide for the coordination of evacuation, of affected individuals, as expediently and safely as possible.

5. PURPOSE

The purpose of this document is not to develop plans for every evacuation scenario, but to provide assistance to Controlling Agencies and/or Incident Controller, to rapidly implement an effective evacuation plan to cover an approaching hazard. The checklists provided are by no means all-encompassing and may be expanded depending on the particular scenario.

The effectiveness of this plan hinges on:

- Up to date information in the Local Emergency Relief and Support Plan.
- Effective links with the media and community warning systems.
- Community preparedness.
- Knowledge and skills developed in conjunction with these arrangements for those responsible for implementing evacuations.
- Up to date resource lists pertinent to evacuation requirements.

6. RISK ASSESSMENT

The Corrigin Local Emergency Management Arrangements (LEMA) identifies the two prime areas of risk requiring evacuation to be **fire and flood**. However a range of situations may involve the need to evacuate persons from an area of impending danger. Some examples of these may be severe weather or a hazardous materials incident.

7. CONSULTATION – OPERATIONAL EVACUATION PLANNING EVACUATION PLANNING SUB-COMMITTEE

In the event of an emergency and as far as practicable, operational evacuation planning should be done in a collaborative environment with those agencies expected to have an operational role in the evacuation; however the extent this is practically achievable will be determined by the amount of time available to plan and implement the evacuation. The Incident Support Group is a good reference group and may comprise of

- CEO Shire of Corrigin.
- Chairman Shire of Corrigin LEMC.
- OIC Corrigin Police District.
- Fire and Rescue Service LEMC Representative.
- Kondinin VFES Unit Representative.
- Department of Communities LEMC Representative.
- St John Ambulance LEMC Representative.
- Department of Fire and Emergency Services

8. INTERFACE WITH OTHER PLANS

The EEP is a sub-plan of the LEMA and as such should not be viewed in isolation. Other plans integral to the success of evacuation are the Wogerlin House Aged Care Emergency Evacuation and Reception Plan, and the Corrigin Local Emergency Relief and Support Plan submitted by the Department of Communities.

9. ROLES AND RESPONSIBILITIES

Role	Responsible Agency
Pre-Emergency Evacuation Planning	Shire of Corrigin
Operational Evacuation Planning	Hazard Management Agency
Decision to evacuate	Hazard Management Agency
Issue Community Warnings	Hazard Management Agency
Coordinate withdrawal process	Hazard Management Agency
Provide Shelter	Hazard Management Agency
Manage Return Process	Hazard Management Agency

Under State Emergency Management Policy, section 5.7 Community Evacuation, the following applies;

Pre-evacuation Planning (Shire of Corrigin Emergency Evacuation Plan)

- The Shire of Corrigin, HMAs and emergency management agencies in consultation with the LEMC must identify and advise of refuge sites and evacuation centres appropriate for the hazard – the refuge sites should be documented in the LEMA

Operational Evacuation Planning

- The Hazard Management Agency is responsible for the management of evacuation during an incident and this continues during an emergency response
- Operational evacuation plans should include all five stages of evacuation – decision, warning, withdrawal, shelter and return
- The Hazard Management Agency is responsible for the decision to evacuate during an emergency, the criteria to be considered prior to a decision being made are outlined in the [SEMCs WA Community Evacuation in Emergencies Guide](#)
- The Hazard Management Agency is responsible for providing community warnings and timely advice on the likely threat of an emergency and the required actions of the community to assist community members in recognising a threat and being able to make an informed decision as to whether to move to another location.
- Once a decision has been made to evacuate an area, the IC, in consultation with the HMA, is responsible for ensuring effective communication strategies are implemented.
- The decision to undertake a controlled evacuation must be made by the Hazard Management Agency or an Authorised Officer who will also determine if the evacuation is to be recommended (voluntary) or directed (compulsory). A direction to evacuate is a lawful instruction and may be made by a person authorised to do so.
- The Hazard Management Agency must provide clear instruction to persons conducting the evacuation on what action should be taken where a person refuses to evacuate.
- The Hazard Management Agency should manage any additional risks that arise from 'non-prescribed hazards' (i.e. those not defined under the EM Act and prescribed under the EM Regulations), such as structural integrity, before allowing a community to return following evacuation.

10. ACTIVATION OF EMERGENCY EVACUATION

The HMA IC on deeming it necessary and appropriate for the safety of persons about to be adversely affected in the emergency area will order evacuation.

11. THE FIVE STAGES OF EVACUATION

- Decision To Evacuate
- Warning
- Withdrawal
- Shelter
- Return

11.1 Decision to Evacuate

In the Decision Stage the HMA must decide if the evacuation is the best option.

Areas for consideration include;

- Legislative powers and authority to act
- Risk Management

Risk Management

Planners must consider the risks associated with the conduct of any evacuation and be aware that, under some circumstances, sheltering in location may provide greater levels of safety for the population.

The type of evacuation, and the methods by which it is affected, is dependent on a range of factors; including the nature of the hazard, community needs and expectations, and the available resources and infrastructure.

- Resource requirements
- The decision to evacuate
- Trigger points for evacuation

A community, or any part of that community, may elect to self-evacuate acting on information or advice received through the Media or other sources including relevant warning authorities. The HMA IC would advise residents to self-evacuate as a result of information received, or as a result of consultation with informed specialists from relevant advisory authorities. This type of evacuation is not reliant upon a Emergency Situation Declaration but is provided as a general precautionary public warning to provide a threatened community with sufficient time to evacuate safely and thus negating the need for a compulsory evacuation at a later time, when the movement of people may be more hazardous.

Refer to Appendix 1 for Decision to Evacuate Consideration Checklist

11.2 Warnings

All warnings should be timed to allow ample time for residents to evacuate from the impending hazard. The lead-time should include planning time, warning time, reaction time and travel time for the evacuees and should consider:

- The method of communicating warnings
- A public information strategy
- Shelter in place warnings
- Community warnings
- The use of Emergency Alert (telephone warning system) or SEWS-

When the public are warned that they must evacuate, they should be advised:

- (i) Why there is a need to evacuate.
- (ii) How much time they have.
- (iii) How long they can be expected to be away.
- (iv) Which way they must travel.
- (v) Check points for registration.
- (vi) Transport pick-up locations.
- (vii) How to obtain transport if required.
- (viii) Whether there are any restrictions on what belongings they can take.
- (ix) That they should advise family/friends of their intended evacuation plan.

Note:

During this phase it should be determined what the requirements are to relocate sick or immobile people. The aim and objectives of the warning phase is for timely warnings, accurate warnings and evaluation of the warnings received. (For additional information refer Wogerlin House Aged Care Evacuation and Reception Plan)

Refer to Appendix 2 for a Warnings Considerations Checklist

11.3 Withdrawal

There are a number of methods used in the withdrawal stage dependent on the type of evacuation and circumstance:

11.3.1 Self-evacuation

Self-evacuation may occur in response to general awareness of or information about an emergency, either prior to, or in the absence of a recommendation or direction to leave. It may occur as a consequence of the issuing of an 'Advice' level of community warning (or other first level of warning, depending on the hazard), or in response to a perceived risk through personal observation or other source of information. A Hazard Management Agency may receive requests to assist those who choose to self – evacuate and, whilst it is unlikely that formal arrangements will be in place to provide emergency relief and support and support, it can be prudent to support self-evacuation as far as practicable early in an incident.

11.3.2 Controlled Evacuation

Controlled evacuation is generally easier to manage where significant numbers of a community are involved. It also allows for the planned provision of suitable emergency relief and support for evacuees and allows the withdrawal process to be undertaken in a phased manner, normally prioritising those most at risk

11.3.3 Recommended Evacuation

A decision to recommend the evacuation of a community or part of a community will be initiated by the Hazard Management Agency's Incident Controller or other authorised person when there is a possible threat to the lives of members of the community or property but this is not believed to be imminent or significant and it is believed that members of the community have the capacity and capability to make an informed decision.

Direction to Evacuate

The decision to direct the evacuation of a community or part of a community will be made by the Hazard Management Agency's Incident Controller or other authorised person when it is believed that members of the community either do not have the capacity or capability to make an informed decision or that there is a significant and/or imminent threat to the lives of members of the community. Although it is an offence to refuse to evacuate once directed to do so, there is also a discretion for the person issuing the direction to remove a person refusing to leave, or to take punitive action for failing to comply with the direction.

Security of the Evacuated Area

The Hazard Management Agency should ensure, as far as practicable, the security of the area that has been evacuated and the of remaining persons and property. The Hazard Management Agency may seek assistance with this function from WA Police Force, local government and security and/or traffic management contractors, depending on the specific circumstances of the situation.

11.3.4 Methods of Transport

- Private vehicles
- Buses

11.4 SHELTER

Phases of sheltering may include immediate sheltering (where there is limited time to take protective action), temporary sheltering (e.g. evacuation centres) and temporary housing (for more long term evacuations). Not all phases are applicable to all emergencies.

Refer to Appendix 3 for Withdrawal Considerations Checklist

Types of Shelter

A determination of the most appropriate types of shelter for a specific incident should form part of the Operational Evacuation Plan, as far as practicable. This may include:

- shelter in place – where this is the safest or most appropriate option for the hazard, with consideration for advising additional action to increase personal safety;
- family, friends or other accommodation outside the affected area if it is safe to leave (many members of the community will choose to do this if they have the option to do so);
- assembly areas – either for a known short term evacuation or as a temporary stopping point before moving on to an evacuation centre;
- refuges – if available in the affected area and appropriate to withstand the threat of hazard;
- evacuation centres – selected from suitable locations detailed in LEMAs;
- specialist facilities – for evacuees with particular additional care needs (e.g. hospitals or care facilities); and
- places of last resort – places that may provide some protection but with no guarantee of safety will not be staffed by agency personnel.

A list of evacuation sites is attached in **Appendix 6** for Community Emergency Assembly Areas.

11.4.1 Location of Potential Assembly Areas and Emergency Relief and Support Centres.

For a complete list of potential assembly areas and emergency relief and support centres, see Emergency Contacts and Resources Directory.

This list is not available on the internet because it is constantly being updated. Contact the Shire of Corrigin if you have a need to access this information.

All assembly areas should be re-evaluated according to the direction of the emergency. Possibly contemplate evacuating to other Shires.

In case of early evacuees, they should report to Incident Control point for instructions. Contact details should be taken of persons leaving.

11.4.2 Relocation

More than likely there will be a requirement to provide transport for some of the people to be relocated. This is particularly so with special needs persons. Locations of where people would be accommodated are shown at Appendix 6.

Refer to Local Emergency Emergency Relief and Support Plan for information on evacuated persons emergency relief and support arrangements.

Refer to Appendix 4 for Shelter Considerations Checklist

11.5 RETURN

The evacuation process cannot be considered complete until the return of the affected community, assuming this is possible. In most circumstances, the return of evacuees will be the responsibility of the Hazard Management Agency which determined the need for the evacuation in the first place; however, in some circumstances, particularly where the impacts of a hazard have had lasting effects, the incident may have been handed over to a Recovery Coordinator and/or Recovery Committee (at either the local or State level).

The responsible agency should ensure there is an effective plan in place for returning the displaced community in a safe and controlled manner as part of the Operational Evacuation Plan or other documented process. [Note – Strategies for the return of evacuated residents may be included in the local government’s Evacuation Plan and/or Local Recovery Plan.]

Safety Assessment

The relevant responsible person (e.g. either from the Hazard Management Agency or local recovery committee) will need to ensure that an appropriate assessment has been carried out to confirm that the area is safe and possible to return to and identify if any special conditions need to be applied. Factors to be considered include:

- The hazard itself (or any consequential hazards);
- The conditions to which evacuees would be returning, such as, food, sanitation and health;
- Consideration of the physical and emotional wellbeing and capacity of evacuees;
- Economic factors relating to short term and long term viability of the evacuated area;
- Support services for those returning;
- Continuing need for public information, particularly with regard to essential services;
- Whether or not the area is a protected forensic area or a restricted access area.

The return of a community is most appropriate after an ‘All Clear’ for the emergency warning has been issued.

Staged Return

The return phase of evacuation may be executed in stages and the operational plan for this stage should consider issues such as community safety, restoration of essential services and provision of emergency relief and support services. There may be other reasons to delay or restrict access to an evacuated area, such as the preservation of a crime scene or as part of a coronial investigation, where applicable. Conflict may arise where evacuees and people outside of the evacuated area at the time of the evacuation are prevented from entering/re-entering before the area has been formally re-opened but other residents have remained against either a recommendation or direction to leave. This will need to be carefully managed, and may extend to the provision of escorts for returning evacuees, by agreement.

Refer to Appendix 5 for Return Considerations Checklist

12. EXERCISING AND TESTING OF EVACUATION PLAN

The EEP should be part of the annual exercising of LEMA in conjunction with other plans and arrangements. All agencies involved in the execution of this plan must be familiar with their roles and responsibilities.

13. REVIEW

The Emergency Evacuation Plan will be reviewed annually as part of the overall annual review of the Shire of Corrigin Local Emergency Management Arrangements.

APPENDIX 1. DECISION TO EVACUATE CONSIDERATIONS

DECISION TO EVACUATE CONSIDERATIONS					
Factor	Considerations	Actions	Responsible Authority	Completion By	Complete
Threat	What is the threat?				
Authority	Who has the authority to make the decision and have the legal ramifications been considered				
Numbers Affected	How many people may be required to evacuate and from what areas/towns?				
	What will the impact be to business/tourism?				
Secondary Risks	What is the risk to the evacuees during movement?				
Staging/ Assembly	Do evacuated people require staging/assembly areas?				
Transport	What transport resources and routes are available to move the evacuees?				
Security	Security How will the evacuated area be secured?				
Community Preparedness	What is the state of readiness or preparedness in the community for an evacuation?				
	What arrangements/policy exists relating to the particular threat				
	Is evacuation absolutely necessary or is it safer for people to shelter at home?				
Time Restraints	Is there time available to organise and safely carry out the evacuation?				
Persons with Special Needs	What are the risks to persons with special needs while carrying out the evacuation				
Risk to responders	What are the risks to the emergency responders while carrying out the evacuation				
Shelter	Do all evacuees require shelter?				
Resources	What resources are required and are there sufficient to carry out the evacuation in a safe and timely manner?				

APPENDIX 2 WARNING CONSIDERATIONS CHECKLIST

WARNING CONSIDERATIONS CHECKLIST					
Factor	Considerations	Actions	Responsible Authority	Completion By	Complete
Authorisation of warning	Who authorises the issue of a warning and who authorises the content?				
Methods to inform	What media sources or other methods will be used to inform the public and do you have current contacts?				
	What resources/personnel are needed for an effective warning – door knock?				
	Who is responsible for sending the message and activating the warning system?				
Special needs	Which special needs groups will need to be warned & who is responsible for the warning?				
	Where can interpreters be found if needed				
	How many persons to be Warned				
	What transport is available for those without, and where can they obtain it?				
	What access/egress routes are they to use/follow				
Pets	What are the arrangements for pets/other animals?				
Instructions	What instructions for home and personal property? Consider: not to use phones, turn off gas/electricity, secure property.				
	What are they to take/not take? Consider: vehicles, pets, clothing, blankets, food, medical supplies, battery operated radio?				

APPENDIX 3 WITHDRAWAL CONSIDERATIONS CHECKLIST

WITHDRAWAL CONSIDERATIONS CHECKLIST				
Considerations	Actions	Responsible Authority	Completion By	Complete
Who is to control/coordinate the withdrawal stage?				
What public information has/will been given on the Evacuation and the Emergency Relief and Support Centres				
What resources are available/required? Consider: PA Systems, transport including ambulances/ motor/trucks/buses/aircraft, interpreters.				
What access/egress routes are to be used				
Can the routes be properly controlled and are they clearly defined?				
Do you intend registering all those leaving?				
Can breakdowns and other blockages along the route be quickly cleared?				
Who is responsible for assisting with any special needs groups				
What checks are to be made on premises to ensure all persons have evacuated?				
Has security for the evacuated area been arranged?				
What arrangements have been made for pets/other animals left behind				
Can vehicle parking at Assembly Areas/Emergency Relief and Support Centres be controlled				
What arrangements for the National Registration Inquiry System implementation.				

APPENDIX 4 SHELTER CONSIDERATIONS CHECKLIST

SHELTER CONSIDERATIONS CHECKLIST					
Factor	Considerations	Actions	Responsible Authority	Completion By	Complete
	Has Department of Communities been notified?				
	Is the Emergency Relief and Support Centre Register up-to-date?				
Which Centres	Which of the Emergency Relief and Support Centres will be opened				
	Can the Centres cope with the expected number of evacuees and if not what are the options?				
Centre Management	Who is to activate/manage/staff the Emergency Relief and Support Centre				
	Are those persons likely to be available at short notice				
Duration	How long are the evacuees likely to need to use the Centre				
Facilities	What facilities are likely to be needed? Considerations: toilets, cooking, sleeping accommodation, facilities for the very young, aged or disabled, vehicle parking, eating/cooling, medical triage				
	Can families remain together?				
Emergency relief and support arrangements	What are the catering and emergency relief and support arrangements and can they cope?				
	Are foodstuffs/clothing readily available				
Other services	What other services may be required? Considerations: information services, communication with relatives?				
Heads up to agencies	Have relevant emergency relief and support agencies been informed of				

	evacuation?				
	If evacuees are to be registered at the centre, who is responsible for activating process				
Pets	What will you do with pets that are brought to the Centre?				

APPENDIX 5 RETURN CONSIDERATIONS CHECKLIST

RETURN CONSIDERATIONS CHECKLIST					
Factor	Considerations	Actions	Responsible Authority	Completion By	Complete
Authority	Who has the authority to order a return				
	Who controls/coordinates the return?				
Staggered Return	Will the return be staggered?				
Safety	Can the people safely return?				
Transport	What transport is available to return the people?				
	Are utilities available to support the community?				
	Have relevant support/emergency relief and support agencies been notified of the order to return?				
Ongoing support	Can people return to homes to clean up/assist but then return to Emergency Relief and Support Centres for food and sleep?				

APPENDIX 6 POTENTIAL COMMUNITY EMERGENCY RELIEF AND SUPPORT CENTRE REGISTER

Note: this document to be read in conjunction with Department of Communities Local Emergency Relief and Support Management Plan.

Limited assistance with providing temporary care for pets would be provided by Corrigin and adjoining Shire Ranger Services.

Evacuation Centre:

CORRIGIN RECREATION AND EVENTS CENTRE					
Duration	0-8 Hours	8 Hours to 1 Day	1-3 Days	3-7 Days	1 Week +
People					
1-10	Yes	Yes	Yes	Yes	Yes
10-100	Yes	Yes	Yes	Yes	No
100-500	Yes	Yes	No	No	No
500+	Yes	Yes	No	No	No
FACILITIES					
Toilets, Showers, Kitchen, Disabled Access, Parking					

Meeting Points/Temp Facilities Only:

CORRIGIN GOLF CLUB					
Duration	0-8 Hours	8 Hours to 1 Day	1-3 Days	3-7 Days	1 Week +
People					
1-10	Yes	Yes	No	No	No
10-100	Yes	Yes	No	No	No
100-500	Yes	Yes	No	No	No
500+	Yes	No	No	No	No
FACILITIES					
Toilets, Showers, Kitchen, Disabled Access, Parking					

CORRIGIN TOWN HALL					
Duration	0-8 Hours	8 Hours to 1 Day	1-3 Days	3-7 Days	1 Week +
People					
1-10	Yes	Yes	No	No	No
10-100	Yes	Yes	No	No	No
100-500	No	No	No	No	No
500+	No	No	No	No	No
FACILITIES					
Toilets, Kitchen, Disabled Access, Parking					

BULLARING TOWN HALL					
Duration	0-8 Hours	8 Hours to 1 Day	1-3 Days	3-7 Days	1 Week +
People					
1-10	Yes	Yes	No	No	No
10-100	Yes	Yes	No	No	No
100-500	No	No	No	No	No
500+	No	No	No	No	No
FACILITIES					
Toilets, Kitchen, Parking					

BULYEE TOWN HALL					
Duration	0-8 Hours	8 Hours to 1 Day	1-3 Days	3-7 Days	1 Week +
People					
1-10	Yes	Yes	No	No	No
10-100	Yes	Yes	No	No	No
100-500	No	No	No	No	No
500+	No	No	No	No	No
FACILITIES					
Toilets, Kitchen, Parking					

APPENDIX 7 RESOURCE REGISTER

For a complete list of resources available, see Shire of Corrigin Emergency Contacts and Resources Directory.

TRANSPORT RESOURCES				
OPERATOR	CONTACT	TELEPHONE	VEHICLES AND CAPACITY	REMARKS
Shire of Corrigin	Shire Office Manager of Works (Terry Barron)	9063 2203 0447 137 749	1 25 seat bus	Corrigin
Jill Blacklock Reed	Owner 9065 2014 Kirsty May	0427 082 701 0449 168 611	1 x 20 seat bus 2 x 14 seat bus	Corrigin
Brad and Mandy Bootsma	Owner Brad and Mandy Bootsma Vivienne Lewis (Driver) Ivan Lewis (Driver) Alby White (Driver)	9063 2273 0408 410 418 9063 7011 9063 2274	2 x 14 seat bus 0439 523 399 0427 637 011	Corrigin
Graham Matthews	Owner	0428 481 003	1 x 20 Seat Bus	Yealering

SCHOOL BUS RUN INFORMATION 2025

RUN	NUMBER	OWNER	CONTACT	DRIVER
GORGE ROCK	16910	Brad & Mandy Bootsma	9063 2273 Brad 0455 936 207 Mandy 0427 426 676	Vivian Lewis 9063 7011 0439 523 399
YEALERING	11740	Brad & Mandy Bootsma	9063 2273 Brad 0455 936 207 Mandy 0427 426 676	Sam Shreeve 0437 639 321
JUBUK	16180	Jill Blacklock Reed	9065 2014 0427 082 701	Kirsty May 0449 168 61

HILLSIDE	11732	Jill Blacklock Reed	9065 2014 0427 082 701	Jill Reed 0427 082 701 Brian Reed 0427 652 014
BILBARIN		Jill Blacklock Reed	9065 2014 0427 082 701	Jill Reed 0427 082 701 Brian Reed 0427 652 014

APPENDIX 8 OPERATIONAL EVACUATION PLAN TEMPLATE

Execution	
Key Roles	
HMA/Hazard Management Agency and Incident Controller:	
Agency:	Incident Controller:
Contact Number(s):	Email:
Operational Area Manager (if appointed) :	
Agency:	Operational Area Manager:
Contact Number(s):	Email:
Police Commander :	
Agency: WA Police Force	Name:
Contact Number(s):	Email:
Emergency Coordinator(s): (Local Officer in Charge and/or District Superintendent perform whole of government coordination function at local and/or district levels)	
Agency: WA Police Force	Local Emergency Coordinator:
Contact Number(s):	Email:
Agency: WA Police Force	District Emergency Coordinator:
Contact Number(s):	Email:
Evacuation Manager: (Where appointed – this position will generally sit under Operations in the incident management system (e.g.AIIMS))	
Agency:	Name:
Contact Number(s):	Email:
Other:	
Major Facilities	
Location of the Incident Control Centre:	
Name of ICC:	Location:
Contact Number(s):	Email:
Location of the Incident Control Point/Forward Control Centre (if applicable):	
Name of ICP:	Location:
Contact Number(s):	Email:

Location of the Incident Support Group (if activated):	
Name of ISG site:	Location:
Contact Number(s):	Email:
Location of the Operational Area Support Group (if activated):	
Name of OASG site:	Location:
Contact Number(s):	Email:
Location of the Primary Evacuation Centre: (if activated)	
Name of Centre:	Location:
Contact Name:	Capacity:
Contact Number(s):	Facilities:
Location of the Secondary Evacuation Centre: (if activated)	
Name of Centre:	Location:
Contact Name:	Capacity:
Contact Number(s):	Facilities:
Other	

Decision Phase: that getting people out is best		
The decision to recommend the evacuation of a community is the responsibility of the Hazard Management Agency's Incident Controller. The decision may be made in consultation with:		
Hazard Management Agency	WA Police Force	
Name(s)	Name(s)	
Other Experts		
Name(s)/Agency(ies)	Name(s)/Agency(ies)	
Name(s)/Agency(ies)	Name(s)/Agency(ies)	
Does the person making the decision to recommend evacuation have the legislated authority:	Yes No/Unknown	
If yes, give details:	If No/Unknown, state reasons:	
Relevant issues to this evacuation/potential evacuation and affecting decision:	Yes	No
Time pressure	<input type="checkbox"/>	<input type="checkbox"/>
Information source / validity	<input type="checkbox"/>	<input type="checkbox"/>
Competing tasks	<input type="checkbox"/>	<input type="checkbox"/>
Ability / risk to evacuate	<input type="checkbox"/>	<input type="checkbox"/>
Safety of community	<input type="checkbox"/>	<input type="checkbox"/>
Safety of vulnerable and other at-risk persons	<input type="checkbox"/>	<input type="checkbox"/>
Staffing (resourcing)	<input type="checkbox"/>	<input type="checkbox"/>
Community preparedness	<input type="checkbox"/>	<input type="checkbox"/>
Communication processes	<input type="checkbox"/>	<input type="checkbox"/>
Sufficient shelter provisions	<input type="checkbox"/>	<input type="checkbox"/>
Safety of emergency responders	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>
Trigger Points – Are there identified trigger points for evacuation to be recommended or commenced? If Yes, specify below:	<input type="checkbox"/>	<input type="checkbox"/>
Trigger Point	Activity	

Alternatives – By necessity, are there any alternatives to an evacuation:	Yes	No
Shelter in place	<input type="checkbox"/>	<input type="checkbox"/>
Identified community refuge	<input type="checkbox"/>	<input type="checkbox"/>
Private shelter	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Warning Phase: telling people of the need to go		
<i>The issuing of a warning/recommendation to those affected by an impending emergency is the responsibility of the Hazard Management Agency's Incident Controller. Where the Incident Controller has requested assistance with related tasks for a community evacuation, e.g. for door knocks, they are to advise who is to facilitate provision of required information.</i>		
Actual messaging to contain the following information:	Yes	No
Identification of the HMA/Controlling Agency	<input type="checkbox"/>	<input type="checkbox"/>
Location of area affected	<input type="checkbox"/>	<input type="checkbox"/>
Predicted impact time	<input type="checkbox"/>	<input type="checkbox"/>
Predicted severity	<input type="checkbox"/>	<input type="checkbox"/>
How people should respond	<input type="checkbox"/>	<input type="checkbox"/>
Where to get further information	<input type="checkbox"/>	<input type="checkbox"/>
If you answered No to any of the above, please enter reason(s):		
Other information to include (if appropriate):	Yes	No
Instructions for vulnerable and other at-risk persons	<input type="checkbox"/>	<input type="checkbox"/>
Ancillary issues, such as domestic pets, medications, identification	<input type="checkbox"/>	<input type="checkbox"/>
Limitations on possession. e.g. oversize items, livestock	<input type="checkbox"/>	<input type="checkbox"/>
Recommended personal items. e.g. toiletries, clothing, baby formula	<input type="checkbox"/>	<input type="checkbox"/>
Recommended transport routes and/or transport options	<input type="checkbox"/>	<input type="checkbox"/>
Security of evacuated areas (assurance patrols or similar if safe to do so)	<input type="checkbox"/>	<input type="checkbox"/>
Advice on and air conditioning. e.g. switch off gas, electricity	<input type="checkbox"/>	<input type="checkbox"/>
Advise to inform relatives / friends on your intentions / destination	<input type="checkbox"/>	<input type="checkbox"/>
Information about 'Register. Find. Reunite' system	<input type="checkbox"/>	<input type="checkbox"/>

Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Methods available to facilitate public warnings (consider resources, specialist support and emergency responder safety):	Yes	No
Media (television)	<input type="checkbox"/>	<input type="checkbox"/>
Media (radio)	<input type="checkbox"/>	<input type="checkbox"/>
Telephone contact	<input type="checkbox"/>	<input type="checkbox"/>
Short Message Service (SMS)	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Alert	<input type="checkbox"/>	<input type="checkbox"/>
Standard Emergency Warning Signal	<input type="checkbox"/>	<input type="checkbox"/>
Door knocks	<input type="checkbox"/>	<input type="checkbox"/>
Verbal messages	<input type="checkbox"/>	<input type="checkbox"/>
Community meetings	<input type="checkbox"/>	<input type="checkbox"/>
Sirens	<input type="checkbox"/>	<input type="checkbox"/>
Public address systems	<input type="checkbox"/>	<input type="checkbox"/>
Agency websites	<input type="checkbox"/>	<input type="checkbox"/>
Email	<input type="checkbox"/>	<input type="checkbox"/>
Social networking sites	<input type="checkbox"/>	<input type="checkbox"/>
Print material	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>

Withdrawal Phase: getting people out		
<p>The responsibility for evacuating a community remains with the Hazard Management Agency's Incident Controller. The Incident Controller may request assistance with specific activities as part of their (documented) evacuation strategy or the development/execution of an evacuation strategy may be delegated by agreement. Where this plan is completed by another agency, appointment of an Evacuation Manager from that agency is recommended and the resultant evacuation strategy should be endorsed by the Incident Controller where practicable. Consultation with Main Roads WA, resources available, specialist support, personnel safety and possible exclusions to evacuation direction are key considerations.</p>		
Key components of an evacuation strategy to consider:	Yes	No
Does a plan already exist for all or part of the affected area?	<input type="checkbox"/>	<input type="checkbox"/>
Sectorising of the affected area and phased evacuation activity	<input type="checkbox"/>	<input type="checkbox"/>
Vulnerable at other at risk	<input type="checkbox"/>	<input type="checkbox"/>
Consideration of assembly areas if required	<input type="checkbox"/>	<input type="checkbox"/>
Evacuation centre(s) identified (with the Department of Communities – emergency relief and support)	<input type="checkbox"/>	<input type="checkbox"/>
Forecast need for registration and reunification	<input type="checkbox"/>	<input type="checkbox"/>
Identify transport options	<input type="checkbox"/>	<input type="checkbox"/>
Develop traffic management plan	<input type="checkbox"/>	<input type="checkbox"/>
Multi agency communications arrangements / plan	<input type="checkbox"/>	<input type="checkbox"/>
Any use of flagging of evacuated properties	<input type="checkbox"/>	<input type="checkbox"/>
Security of evacuated area	<input type="checkbox"/>	<input type="checkbox"/>
Actions on persons declining to evacuate	<input type="checkbox"/>	<input type="checkbox"/>
Other considerations (not identified)	<input type="checkbox"/>	<input type="checkbox"/>
Outline of evacuation strategy		
Does a plan already exist:	<input type="checkbox"/>	<input type="checkbox"/>
Sectorise / Phase the affected area if appropriate:		
Vulnerable and other at risk persons (aged, CALD, children, walking wounded, people with disability, etc.):		
Consider assembly areas, if required:		

Evacuation centre(s) identified (Department of Communities to coordinate emergency relief and support on request):
Forecast need for registration and reunification (Register, Find, Reunite):
Identify transport options (including by land, sea or air, as applicable):
Develop traffic management plan (consider ingress and egress routes, sole use of route for evacuees/emergency responders, emergency relief and support /first aid enroute as applicable, etc):
Identify multi agency communications arrangements/plan:
Flagging of evacuated properties (any scheme in place for flagging by residents or responders):
Security of evacuated area:
<p>Actions on persons declining to evacuate (e.g. possibility of registration/list of premises).</p> <p>Note: Unaccompanied children should be evacuated to Department of Communities centre.</p>
Other considerations:

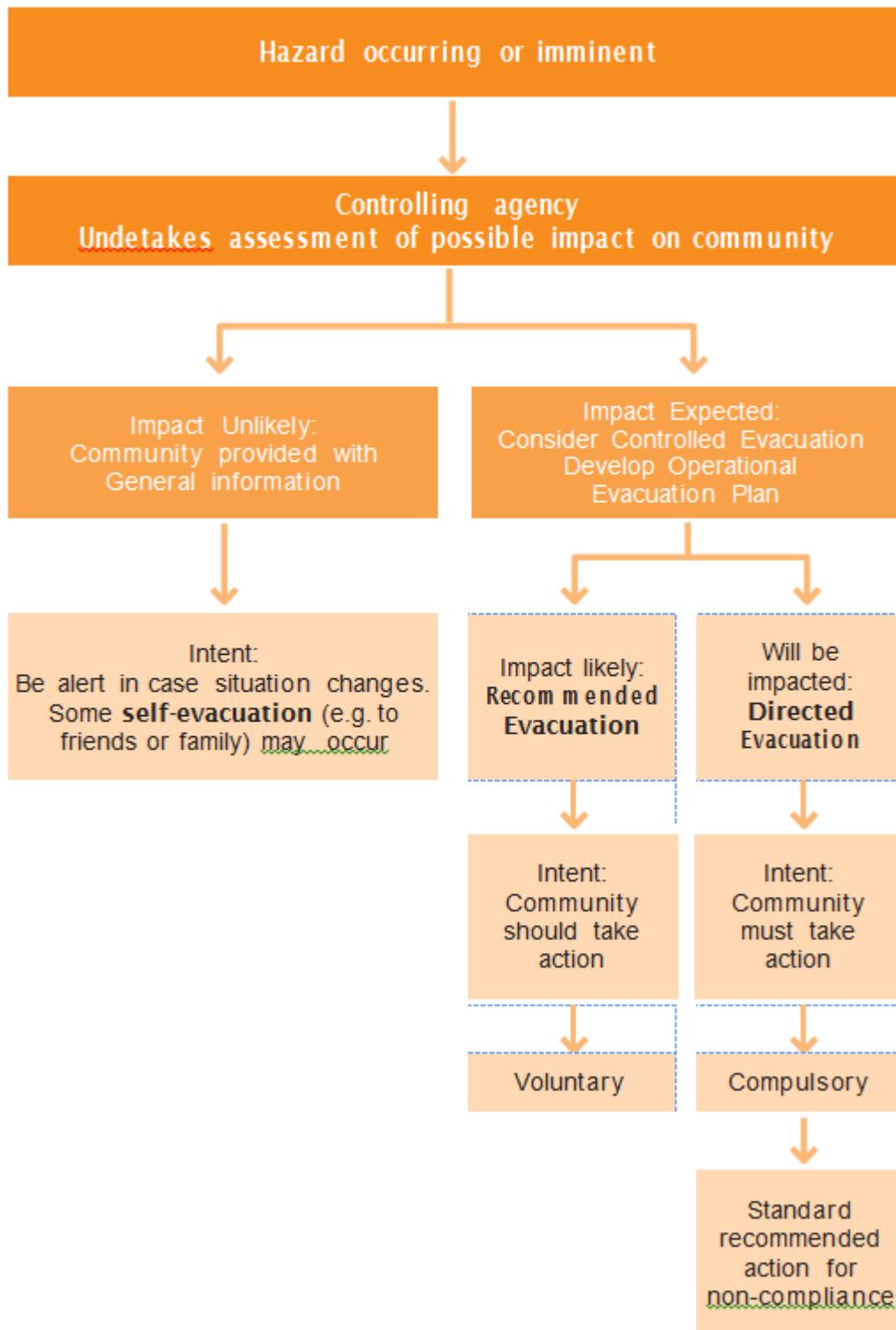
Shelter Phase: where people can go and providing support		
<p>The Hazard Management Agency's Incident Controller is responsible for ensuring evacuated persons are appropriately provided for. Identification of a suitable evacuation centre and coordination of community emergency relief and support is supported by the Department of Communities on request. Where this plan has been delegated, confirm whether the Department of Communities have been activated by the Hazard Management Agency or this is a task requested as part of the delegation of the planning. In addition, if facilities are required that will accept animals, Local Government should be able to provide advice.</p>		
Considerations of evacuation centre:	Yes	No
Safe location	<input type="checkbox"/>	<input type="checkbox"/>
Effective shelter from elements	<input type="checkbox"/>	<input type="checkbox"/>
Toilets / Showers	<input type="checkbox"/>	<input type="checkbox"/>
Provisions for people with disabilities (access, eating, toileting, transferring, bathing and dressing).	<input type="checkbox"/>	<input type="checkbox"/>
Heating / Cooling	<input type="checkbox"/>	<input type="checkbox"/>
Private areas / space	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen (/ water / dining)	<input type="checkbox"/>	<input type="checkbox"/>
Sleeping areas	<input type="checkbox"/>	<input type="checkbox"/>
Car parking	<input type="checkbox"/>	<input type="checkbox"/>
Registration facilities	<input type="checkbox"/>	<input type="checkbox"/>
Re-union location	<input type="checkbox"/>	<input type="checkbox"/>
General information / updates	<input type="checkbox"/>	<input type="checkbox"/>
Financial assistance	<input type="checkbox"/>	<input type="checkbox"/>
Insurance enquiries	<input type="checkbox"/>	<input type="checkbox"/>
Counselling	<input type="checkbox"/>	<input type="checkbox"/>
First aid	<input type="checkbox"/>	<input type="checkbox"/>
Legal services	<input type="checkbox"/>	<input type="checkbox"/>
Child minding / personal support	<input type="checkbox"/>	<input type="checkbox"/>
Interpreters	<input type="checkbox"/>	<input type="checkbox"/>
Entertainment	<input type="checkbox"/>	<input type="checkbox"/>
Cleaning / rubbish removal	<input type="checkbox"/>	<input type="checkbox"/>
General security	<input type="checkbox"/>	<input type="checkbox"/>
Traffic management plan	<input type="checkbox"/>	<input type="checkbox"/>
Have the following actions been taken:	Yes	No
Registration and reunification process (Register, Find, Reunite) access requested / delivered – Department of Communities	<input type="checkbox"/>	<input type="checkbox"/>
Emergency relief and support response requested (through Dept. of Communities)	<input type="checkbox"/>	<input type="checkbox"/>

Other resources are in position to commence registration of evacuees (pre Red Cross attendance)	<input type="checkbox"/>	<input type="checkbox"/>
Recommended Appendices:	Yes	No
Incident Management Team (IMT) contact list	<input type="checkbox"/>	<input type="checkbox"/>
Residents contact list	<input type="checkbox"/>	<input type="checkbox"/>
Record of warning messages (date / time / method)	<input type="checkbox"/>	<input type="checkbox"/>
Risk assessment matrix	<input type="checkbox"/>	<input type="checkbox"/>
Traffic management plan	<input type="checkbox"/>	<input type="checkbox"/>
Maps	<input type="checkbox"/>	<input type="checkbox"/>
Record of advice provided to affected areas / persons	<input type="checkbox"/>	<input type="checkbox"/>
List of vulnerable and other at risk people / locations	<input type="checkbox"/>	<input type="checkbox"/>

Return Phase: allowing people back and supporting their return		
The decision to allow a community to return and planning for this phase is the responsibility of the Hazard Management Agency's Incident Controller, along with providing accurate and timely information to the displaced community. Where other agencies are assisting, it is important that this is confirmed and decisions swiftly disseminated to relevant personnel.		
Key considerations:	Yes	No
The affected area being declared safe	<input type="checkbox"/>	<input type="checkbox"/>
Crime scene preservation	<input type="checkbox"/>	<input type="checkbox"/>
Availability of health and emergency relief and support mechanisms	<input type="checkbox"/>	<input type="checkbox"/>
Availability of services and utilities (gas, electricity, roads)	<input type="checkbox"/>	<input type="checkbox"/>
Evacuees' psychological and physical health	<input type="checkbox"/>	<input type="checkbox"/>
Transport for people with a disability or other special needs	<input type="checkbox"/>	<input type="checkbox"/>
Economic factors involved in the return of evacuees	<input type="checkbox"/>	<input type="checkbox"/>
Possible need for a phased return / traffic management / permit system	<input type="checkbox"/>	<input type="checkbox"/>
Local Recovery Coordinator / Coordination Group included in planning	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>
Informing other stakeholders of the decision:	Yes	No
Community representatives	<input type="checkbox"/>	<input type="checkbox"/>
Department of Communities	<input type="checkbox"/>	<input type="checkbox"/>
Department of Primary Industries and Regional Development	<input type="checkbox"/>	<input type="checkbox"/>
Department of Fire and Emergency Services	<input type="checkbox"/>	<input type="checkbox"/>
Department of Health	<input type="checkbox"/>	<input type="checkbox"/>
Department of Biodiversity, Conservation and Attractions	<input type="checkbox"/>	<input type="checkbox"/>
Department of Water and Environmental Regulation	<input type="checkbox"/>	<input type="checkbox"/>
Department of Mines, Industry Regulations and Safety	<input type="checkbox"/>	<input type="checkbox"/>
Department of Transport	<input type="checkbox"/>	<input type="checkbox"/>
Local Government	<input type="checkbox"/>	<input type="checkbox"/>
Main Roads WA	<input type="checkbox"/>	<input type="checkbox"/>
Utility Companies	<input type="checkbox"/>	<input type="checkbox"/>
Water Authorities	<input type="checkbox"/>	<input type="checkbox"/>
WA Police Force	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	<input type="checkbox"/>	<input type="checkbox"/>

Other (specify):		<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):		<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):		<input type="checkbox"/>	<input type="checkbox"/>
Verification of Return Process – The decision to allow return is:			
Authorised by:	(name/title)	at hours on (time)	(date)
Organisation:			
Administration and Logistics			
Communications			
Safety			
Records Management			
Transport			
Equipment			
Medical			
Meals			
Other (specify):			

APPENDIX 9 TYPES OF EVACUATION



STRUCTURE DESIGN CERTIFICATION

Structure Data

Structure Type:	FEC Self Supporting Tower	Job Number:	J4464
Height:	35m	Date:	11/11/2025
Site Name:	Corrigin	Client:	Crisp Wireless
Latitude:	-32.324029°		
Longitude:	117.882859°		

Site Parameters

Wind loading standard:	AS1170.2-2021	Terrain Category:	2.00 (W)*
Wind region:	A0*	Topographical Multiplier, M_t:	1.05 (W)*
Wind return period:	500 years*	Wind Direction Multiplier, M_d:	1.00 (W)*

Structural design standards:

AS4100-2020, AS3995-1994 & AS3600-2018/Amdt1

Serviceability Criteria:

Maximum microwave rotation < 1° @ 27m/s

Antenna Loading Data (Height is measured from base of structure to centre line of antenna)

ID	Height AGL (m)	Antenna Type	Azimuth (°)	Effective area (m ²)	Feeder cable	Status (P/E)	Carrier
1	34.00	1 x VHLP2-11W Ø600mm MW Dish	-	0.440*	-	P	-
2	30.00	1 x VHLP2-11W Ø600mm MW Dish	-	0.440*	-	P	-

Ancillary Loading Data

Tower Access: Internal climbing ladder c/w safety climb.
Feeder Arrangement: Internal 'V'-type feeder brackets.

Work covered by this certificate:

Design & certification of a 35m self supporting tower, foundation and associated antenna mounts.

Work Specified on the following document's:

FEC Drawings: J4464/1/1
 J4464/3/1
 F7/1/AM58

Prepared by: David Ristevski

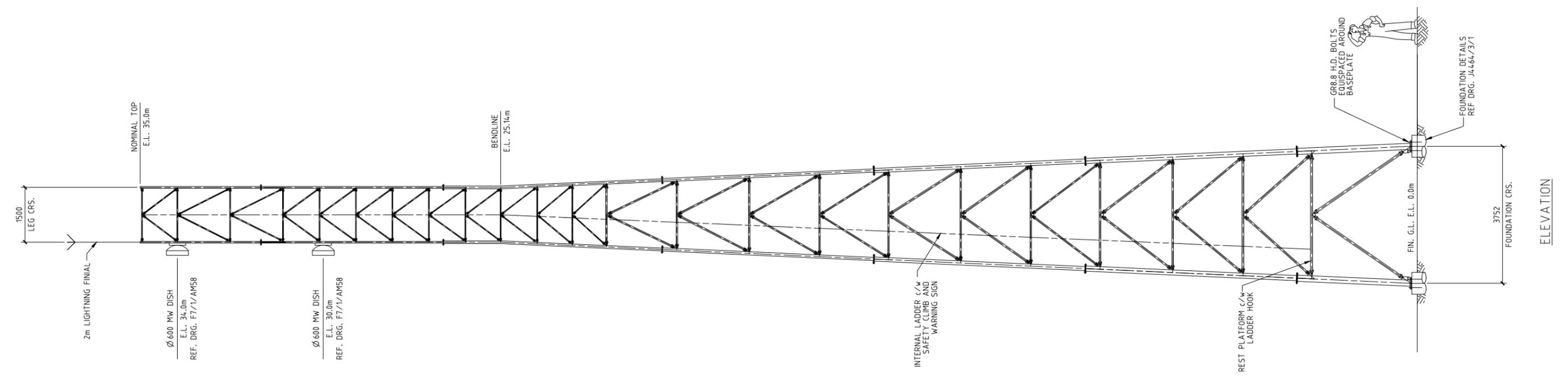
Approved by:



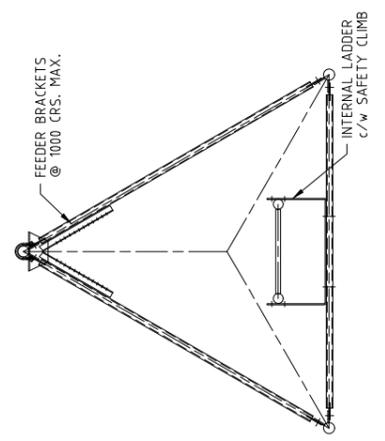
On behalf of: Future Engineering & Communication Pty Ltd.

Note

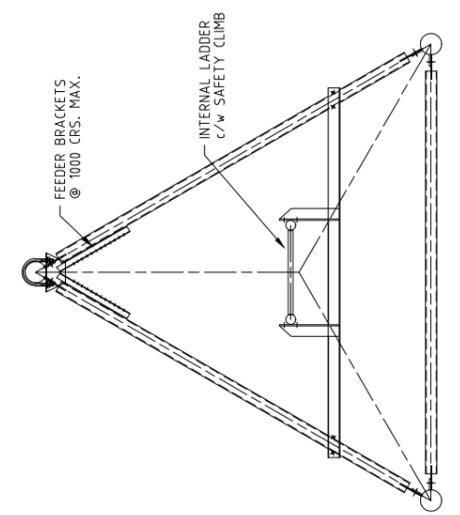
- Analysis is based on information provided in client supplied data unless shown by "**". See FEC Basis of Structural Review Document FE275 attached.
 - This certificate does not Cover anything other than the structure and foundation described above. Eg. Existing headframe, mounting frames, antenna mounts, cable trays, etc. are not covered



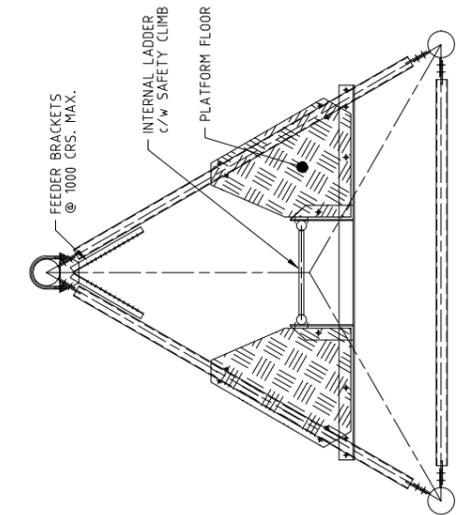
ELEVATION



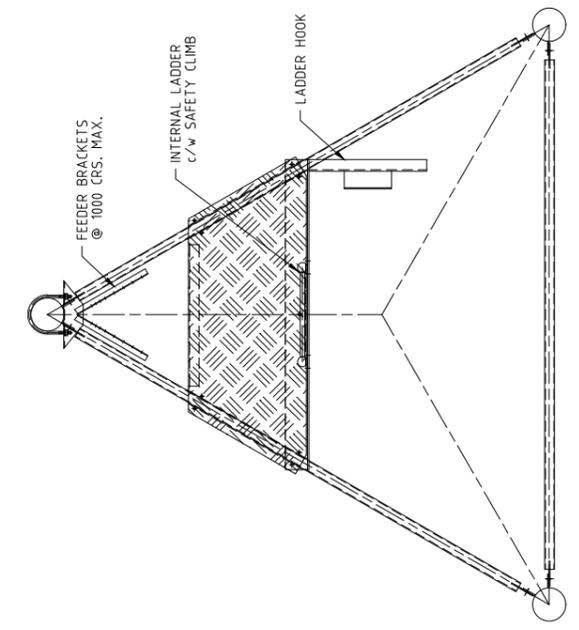
TYPICAL PLAN @ TOP



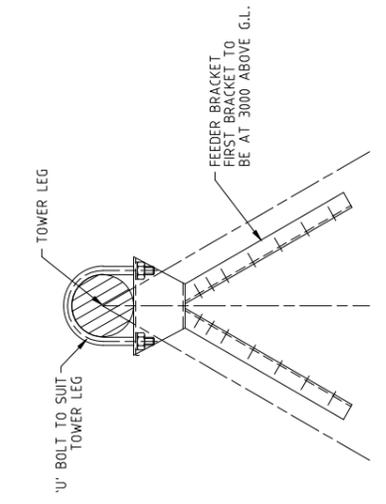
TYPICAL PLAN BELOW BENDLINE



TYPICAL SECTION @ REST PLATFORM



PLAN @ BASE OF LADDER



FEEDER BRACKET DETAILS

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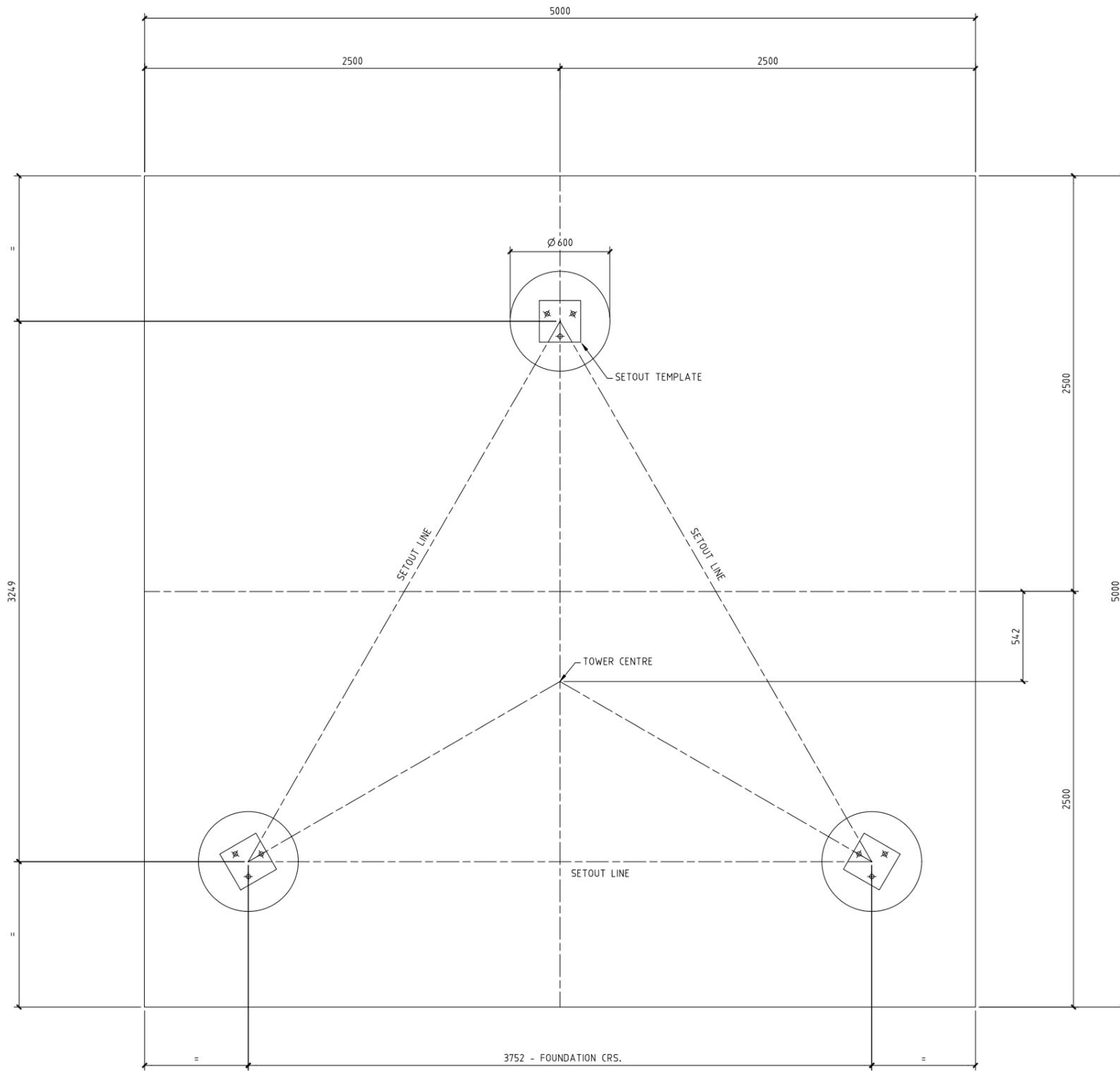
GENERAL NOTES
1. REFER TO FEC STANDARD NOTES F1/1/SN.

DRAWING No.	DESCRIPTION	DRAWING No.	DESCRIPTION	REF	DESCRIPTION	DATE	APPV.
F1/1/AM58 J4464/3/1 F1/1/SN	MICROWAVE MOUNTING DETAILS FOUNDATION DETAILS FEC STANDARD NOTES						
REFERENCE DRAWINGS				REVISIONS			

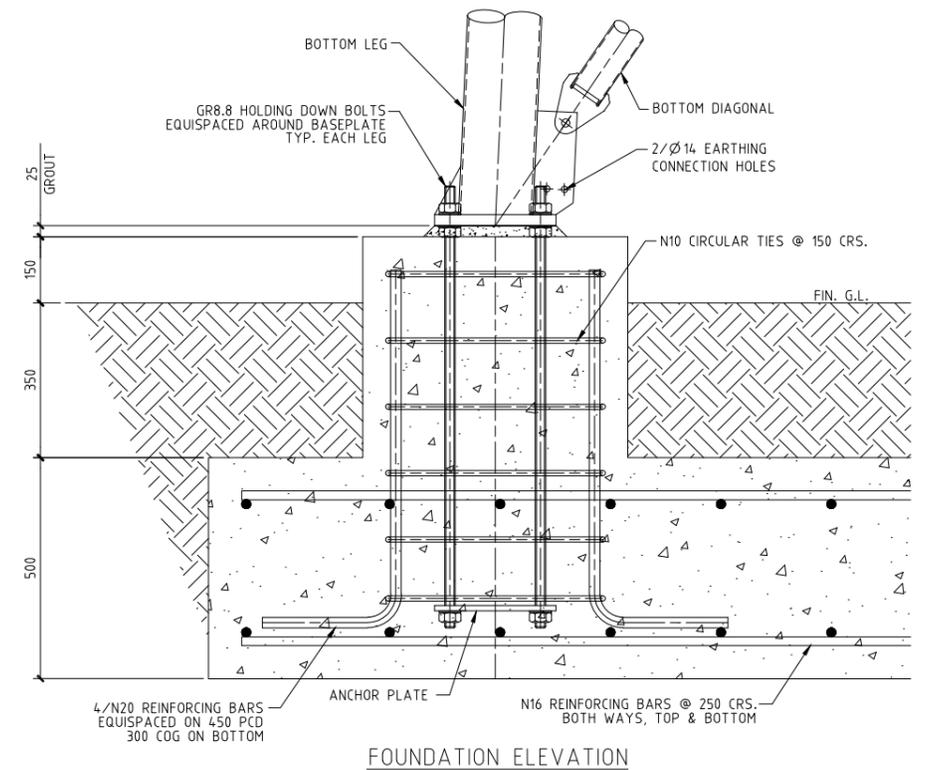
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DRAWN: DR	ENG:	CRISP WIRELESS CORRIGIN 35m TRIANGULAR S.S. TOWER GENERAL ARRANGEMENT
CHECKED:	APPV.:	
DATE: 11-11-25	SHEET: A1	SCALE: NTS
DWG No.: J4464/1/1		REV:



FOUNDATION PLAN



FOUNDATION ELEVATION

GENERAL NOTES

- REFER TO FEC STANDARD NOTES F1/1/SN.
- CONCRETE DESIGNED TO AS3600.
COMPRESSIVE STRENGTH = 32 MPa.
COVER = 75mm U.O.N.
- SOIL PARAMETERS: ASSUMED SAND $\gamma = 18\text{kN/m}^3$, $\phi = 30^\circ$, $c_u = 0\text{kPa}$
MINIMUM REQUIRED ALLOWABLE BEARING CAPACITY - $q_{all} = 150\text{kPa}$
FOUNDATION BASE TO BE COMPACTED.
- GROUT TO BE 3:1 SAND CEMENT DRY PACK MORTAR OR NON-SHRINK GROUT.
- EACH HOLDING DOWN BOLT SHALL HAVE A PLATE WASHER & LEVELLING NUT UNDER THE BASE PLATE, AND A NUT, PLATE WASHER & SPRING WASHER ABOVE THE BASE PLATE.

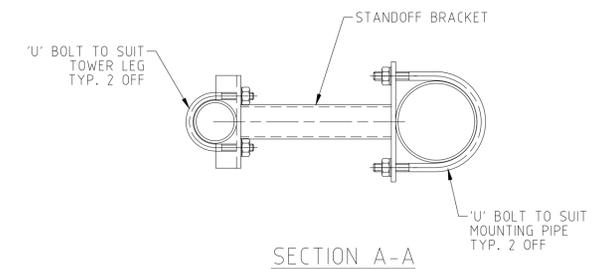
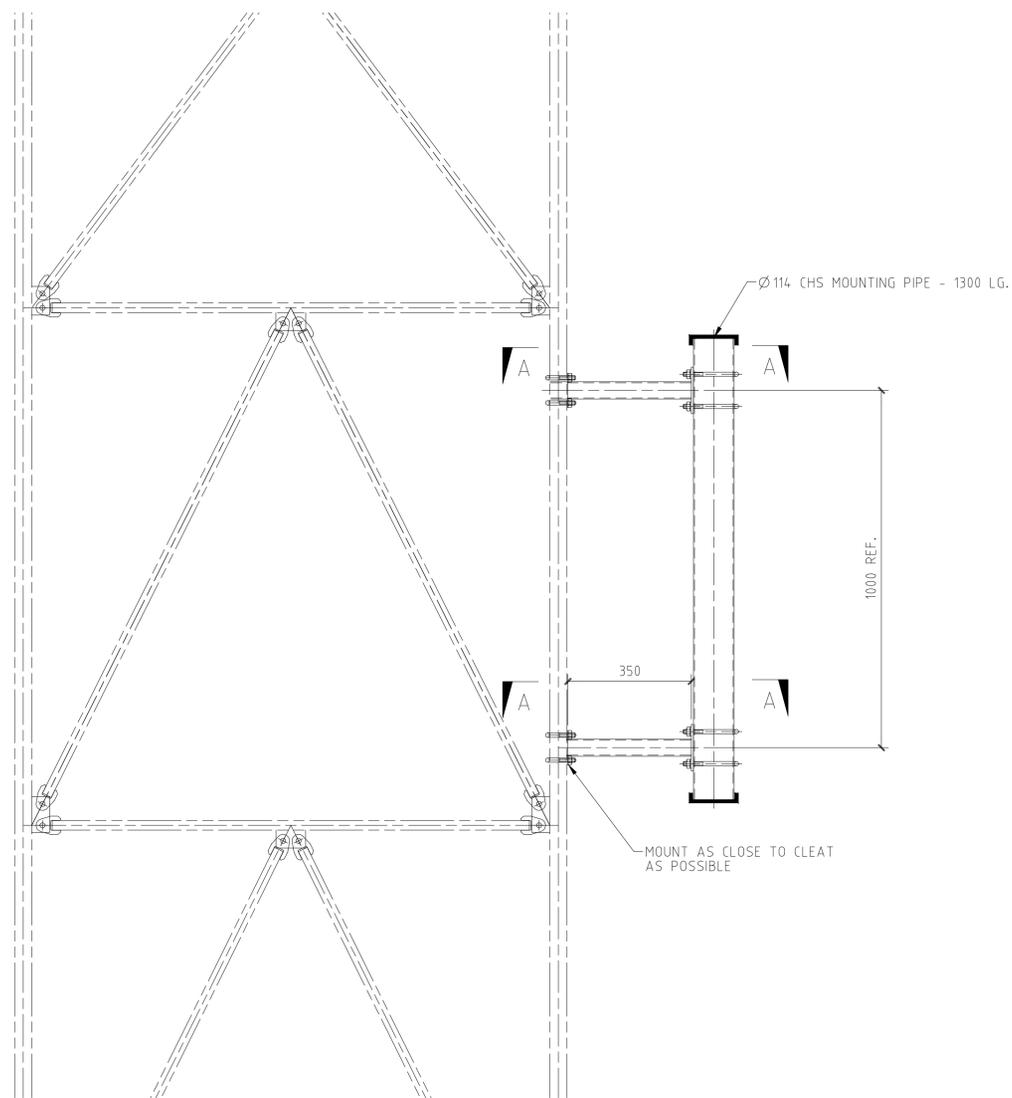
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DRAWING No.	DESCRIPTION	DRAWING No.	DESCRIPTION	REF	DESCRIPTION	DATE	APPV.
J4464/1/1 F1/1/SN	GENERAL ARRANGEMENT FEC STANDARD NOTES						
REFERENCE DRAWINGS				REVISIONS			

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DRAWN: DR	ENG:	CRISP WIRELESS CORRIGIN	
CHECKED:	APPV.:	35m TRIANGULAR S.S. TOWER FOUNDATION DETAILS	
DATE: 11-11-25	SHEET: A1	SCALE: NTS	DWG No.: J4464/3/1
			REV:



INFORMATION ONLY
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GENERAL NOTES

1. REFER TO FEC STANDARD NOTES F1/1/SN.
2. ANTENNA MOUNT LOCATIONS ARE INDICATIVE ONLY AND CAN BE ARRANGED TO SUIT SITE CONDITIONS.

DRAWING No.	DESCRIPTION	DRAWING No.	DESCRIPTION	REF	DESCRIPTION	DATE	APPV.
F1/1/SN	FEC STANDARD NOTES						
REFERENCE DRAWINGS				REVISIONS			

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DRAWN: CW	ENG.	TRIANGULAR S.S.TOWER MICROWAVE ANTENNA MOUNT ON LEG ERECTION DETAILS		REV.
CHECKED:	APPV.:	SHEET: A1	SCALE: NTS	DWG No.: F7/1/AM58
DATE: 07-05-14				

GENERAL NOTES

- ANY DISCREPANCIES IN THE DRAWINGS SHALL BE REFERRED TO FEC BEFORE PROCEEDING.
- ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH RELEVANT SAA CODES AND THE BYLAWS AND ORDINANCES OF THE RELEVANT BUILDING AUTHORITIES.
- ALL SITEMWORKS, INCLUDING DEMOLITION IF REQUIRED, SHALL BE UNDERTAKEN IN ACCORDANCE WITH AN APPROVED SAFETY DOCUMENTATION.
- DURING CONSTRUCTION THE STRUCTURE SHALL BE MAINTAINED IN A SAFE AND STABLE CONDITION. NO PART OF THE NEW STRUCTURE OR EXISTING STRUCTURE, INCLUDING FOUNDATIONS, SHALL BE OVERSTRESSED. TEMPORARY WORKS SHALL BE UNDERTAKEN AS REQUIRED TO KEEP THE WORKS STABLE AT ALL TIMES.
- THE INSTALLER SHALL LIAISE WITH THE RELEVANT AUTHORITIES AND/OR THE PROPERTY OWNER FOR ANY SPECIAL REQUIREMENTS WITH REGARDS TO THE SITE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- PRIOR TO COMMENCING GROUND WORKS, CHECK FOR UNDERGROUND SERVICES.
- ALL WORKS ON SITE SHALL ONLY BE UNDERTAKEN BY TRAINED AND EXPERIENCED PERSONNEL. ALL ABOVE GROUND WORK MUST ONLY BE UNDERTAKEN UNDER THE SUPERVISION OF A LICENSED RIGGER.
- PRIOR TO COMPLETION, ACCESS BY UNAUTHORISED PERSONNEL MUST BE BARRED.
- ON COMPLETION ALL ACCESS SYSTEMS SHALL BE IN WORKING ORDER AND ALL SAFETY SIGNAGE INSTALLED.
- APPROVAL BY FEC SHALL MEAN APPROVAL IN WRITING.
- THE MAXIMUM OUT OF PLUMB HORIZONTAL DISTANCE FOR SELF SUPPORTING STRUCTURES SHALL NOT EXCEED 0.25% OF THE TOTAL STRUCTURE HEIGHT.

SETOUT

- ALL LEVELS ARE IN METRES AND ALL DIMENSIONS ARE IN MILLIMETRES U.N.O.
- NORTH POINT AS SHOWN INDICATES TRUE NORTH U.N.O.
- IF SETOUT TEMPLATES ARE PROVIDED THEY SHALL BE USED.
- ALWAYS CHECK SETOUT PRIOR TO POURING CONCRETE EVEN IF TEMPLATES ARE USED.

EARTHWORKS

- REMOVE ALL TOP SOIL AND VEGETATION.
- ALL FILL AREAS SHALL BE FULLY COMPACTED GRANULAR FILL IN 150mm (MAX.) LAYERS. U.N.O. FOUNDATION GRANULAR BACKFILL SOIL PARAMETERS SHALL BE:
 $\gamma = 19kN/m^3$, $\phi = 35^\circ$, $c_u = 0kPa$
- FILL OVER SLOPING GROUND (SLOPE GREATER THAN 1 VERTICAL IN 8 HORIZONTAL) SHALL HAVE BENCHES CUT INTO NATURAL GROUND TO A MINIMUM DEPTH OF 100mm.
- BATTER AND CUT SLOPES TO BE A MAXIMUM OF 1 VERTICAL IN 3 HORIZONTAL. BATTER FACES SHALL BE OVER FILLED AND CUT BACK.
- FOUNDATION BASE TO BE COMPACTED IF GRANULAR SOIL OR UNDISTURBED IF CLAY.

CONCRETE

- ALL WORKMANSHIP AND MATERIALS TO BE IN ACCORDANCE WITH AS3600.
- CONCRETE QUALITY U.N.O.:

ELEMENT	SLUMP	MAX. SIZE AGGREGATE	CEMENT TYPE	CONCRETE GRADE
ALL CONCRETE	80	20	GP	25MPa

ALL CONCRETE SHALL BE DESIGNED TO REACH A MINIMUM OF 15 MPa @ 3 DAYS.

- PROJECT CONTROL TESTING SHALL BE CARRIED OUT IN ACCORDANCE WITH AS3600.
- NO ADMIXTURES SHALL BE USED IN CONCRETE UNLESS APPROVED BY FEC. CLEAR CONCRETE COVER TO ALL REINFORCEMENT SHALL BE AS FOLLOWS U.N.O.

EXPOSURE CLASSIFICATION TO AS3600	CONCRETE GRADE	CAST AGAINST GROUND	CAST IN FORMS
A1 & A2	N25	50mm	30mm
B1	N32	60mm	40mm
B2	N40	65mm	45mm

- THE FINISHED CONCRETE SHALL BE A DENSE HOMOGENOUS MASS THAT COMPLETELY FILLS THE FORMWORK & FREE OF STONE POCKETS ALL CONCRETE INCLUDING SLABS ON GROUND AND FOOTINGS SHALL BE COMPACTED WITH MECHANICAL VIBRATORS UNLESS OTHERWISE APPROVED.
- EXPOSED CONCRETE SURFACES ARE TO BE PROTECTED USING A SPRAYED CURING COMPOUND OR PLASTIC SHEETING FOR A MINIMUM 7 DAYS AFTER POURING.
- NO HOLES, CHASES OR EMBEDMENT OF PIPES OTHER THAN THOSE SHOWN ON THE STRUCTURAL DRAWINGS SHALL BE MADE IN CONCRETE WITHOUT THE APPROVAL OF FEC.
- CONSTRUCTION JOINTS NOT SHOWN ON THE DRAWINGS SHALL BE LOCATED TO THE APPROVAL OF FEC.
- DO NOT LOAD SLABS OR FOUNDATIONS PRIOR TO THE REQUIRED CONCRETE STRENGTH BEING ACHIEVED.

STRUCTURAL STEEL

- ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS 4100 AND AS 1554.
- WHERE STEELWORK HAS NOT BEEN DETAILED TO WORKSHOP STANDARDS, COPIES OF WORKSHOP FABRICATION DRAWINGS SHALL BE SUBMITTED TO FEC FOR REVIEW AT LEAST 7 DAYS PRIOR TO COMMENCEMENT OF FABRICATION.
- BOLT DESIGNATION:
BOLT TYPE COMMENTS
4.6/S COMMERCIAL BOLTS OF GRADE 4.6 TO AS 1111 SNUG TIGHTENED
8.8/S HIGH STRENGTH STRUCTURAL BOLTS OF GRADE 8.8 TO AS 1252 SNUG TIGHTENED
8.8/TB HIGH STRENGTH STRUCTURAL BOLTS OF GRADE 8.8 TO AS 1252 FULLY TENSIONED TO AS 4100 AS A BEARING JOINT
8.8/TF HIGH STRENGTH STRUCTURAL BOLTS OF GRADE 8.8 TO AS 1252 FULLY TENSIONED TO AS 4100 AS A FRICTION JOINT WITH FACING SURFACES LEFT UNCOATED U BOLT GRADE 4.6
RSA U BOLT GRADE 4.6

- ALL BOLTS AND WASHERS SHALL BE HOT DIP GALVANISED U.O.N.
- ALL BOLTS M16 AND LARGER 8.8/S U.N.O.
- ALL BOLTS M12 UP TO 50 LONG 8.8/S U.N.O.
- ALL BOLTS M12 x 55 AND LONGER 4.6/S U.N.O.
- ALL BOLTS M10 AND SMALLER 4.6/S U.N.O.
- BOLTS IN SLOTTED HOLES TO HAVE 1xFW & 1xSW UNDER EACH NUT.
- U.N.O. ALL WELDS SHALL BE 6 mm CONTINUOUS FILLET CATEGORY SP USING E49XX ELECTRODES - BUTT WELDS SHALL BE COMPLETE PENETRATION BUTT WELDS TO AS 1554 SP. U.N.O.
- IF SEAL PLATES ARE REQUIRED FOR HOLLOW STEEL SECTIONS, BREATHER HOLES SHALL BE PROVIDED IF MEMBER IS TO BE HOT DIP GALVANISED.
- ALL STRUCTURAL STEELWORK SHALL BE HOT DIP GALVANISED TO AS 4680, WITH AN AVERAGE COATING MASS OF 600g/sq.m AND A MINIMUM COATING MASS OF 550g/sq.m. ALL SITE WELDS SHALL BE TREATED TO ENSURE ALL SURFACE CONTAMINANTS ARE REMOVED BEFORE APPLYING 2 COATS OF ZINC RICH PRIMER.
- ALL STEELWORK TO BE IN ACCORDANCE WITH THE FOLLOWING U.N.O. ON THE DRAWINGS:

TYPE OF STEEL	MIN. GRADE
UNIVERSAL BEAMS & COLUMNS, ANGLES, PARALLEL & TAPERED FLANGE CHANNELS TO AS/NZS 3679.1	300
PLATES TO AS/NZS 3678	250
CHS SECTIONS TO AS 1163 - C250	250
CHS SECTIONS TO AS 1163 - C350	350
PLATE TO AS3678	250/350 AS NOTED

- U.N.O. ALL BOLTS SHALL BE M16 GRADE 8.8/S WITH SPRING WASHER.
- U.N.O. ALL GUSSET PLATES SHALL BE 6mm. GR250.
- ALL STEELWORK SHALL BE FULLY ASSEMBLED ON SITE AT GROUND LEVEL TO CHECK FIT UP PRIOR TO ARRANGING ERECTION PERSONNEL & EQUIPMENT.
- GROUT UNDER BASEPLATES IF REQUIRED SHALL BE 3:1 SAND/CEMENT DRY PACK MORTAR. IF GROUT IS NOT SPECIFIED H.D. BOLTS SHALL HAVE A NUT AND FLAT WASHER UNDER THE BASEPLATE AND A NUT, SPRING WASHER AND A FLAT WASHER ABOVE. H.D. BOLT THREADS ARE TO BE DEFORMED AFTER THE STRUCTURE HAS BEEN PLUMBED.

REINFORCEMENT

- ALL STEELWORK SHALL BE FIRMLY SUPPORTED ON PLASTIC CHAIRS OR CONCRETE BLOCKS AT NOT GREATER THAN 1m CENTRES BOTH WAYS. BARS SHALL BE TIED/WELDED AT ALTERNATE INTERSECTIONS.
- THE ENGINEER SHALL BE GIVEN A MINIMUM OF 24 HOURS NOTICE FOR REINFORCEMENT INSPECTION. CONCRETE SHALL NOT BE DELIVERED UNTIL FINAL APPROVAL IS OBTAINED.
- REINFORCEMENT IS REPRESENTED DIAGRAMATICALLY AND NOT NECESSARILY IN TRUE PROJECTION.
- SLAB REINFORCEMENT SHALL EXTEND AT LEAST 65mm ONTO SUPPORTS. SPLICES IN REINFORCEMENT SHALL BE MADE ONLY IN POSITION SHOWN OR OTHERWISE APPROVED. MINIMUM SPLICE LENGTH TO BE 50 BAR Ø'S U.N.O.
- FABRIC SHALL BE LAPPED TWO TRANSVERSE WIRES PLUS 50mm. IN TRUE PROJECTION.
- ALL STEEL REINFORCEMENT TO BE IN ACCORDANCE WITH AS/NZS4671.
R DENOTES R250N PLAIN REINFORCING BAR.
L DENOTES R500L OR D500L PLAIN OR DEFORMED WIRE.
RL DENOTES D500RL DEFORMED RECTANGULAR MESH.
SL DENOTES D500L DEFORMED SQUARE MESH.
N DENOTES D500N DEFORMED BARS.
S DENOTES D250N DEFORMED BARS.
TM DENOTES D500L DEFORMED BAR TRENCH MESH.
THE FIGURE FOLLOWING THE FABRIC SYMBOL RL OR SL IS THE REFERENCE NUMBER FOR FABRIC TO AS/NZS 4671.

FOUNDATIONS

- U.N.O. SOIL PARAMETERS SHALL BE DRY SAND $\gamma = 16kN/m^3$, $\phi = 30^\circ$, $c_u = 0kPa$, OR DRY CLAY $\gamma = 20kN/m^3$, $\phi = 30^\circ$, $c_u = 50kPa$.
- FEC SHALL BE INFORMED IF THE SOIL DIFFERS FROM THAT STATED. APPROVAL TO PROCEED MUST BE OBTAINED.
- FOOTINGS SHALL BE CONSTRUCTED AND BACKFILLED AS SOON AS POSSIBLE FOLLOWING EXCAVATION TO AVOID SOFTENING OR DRYING OUT OF THE SOIL.
- U.N.O. ANCHOR RODS FOR ROCK FOUNDATIONS ARE TO BE SET IN NEAT CEMENT GROUT USING THE DISPLACEMENT METHOD. GROUT IS TO BE POURED STEADILY INT THE PREPARED AND CLEANED OUT HOLE AND THEN THE ANCHOR BAR IS TO BE PUSHED INTO POSITION CARE SHOULD BE TAKEN TO ENSURE THAT THE BAR IS SLIGHTLY AGITATED DURING PLACEMENT TO ACHIEVE A COMPLETE BOND. AFTER THE FULL DEPTH OF PENETRATION IS REACHED AND GROUT OVERFLOWS FROM THE TOP OF THE HOLE THE ANCHOR MUST BE LEFT UNDISTURBED UNTIL THE GROUT IS SET. THE ANCHOR SHOULD NOT BE BENT OR DISTURBED FOR 12 HOURS AFTER COMPLETION OF ANCHORAGE.
- HOLDING DOWN BOLTS SHALL BE SECURED BY TEMPLATES OR TIE WIRE. WELDING IS NOT PERMITTED.
- WHEN PIERS HAVE PERMANENT LINERS, THE LINER MUST BE PUSHED AHEAD OF EXCAVATION TO MAINTAIN SOIL COMPACTION ON THE OUTSIDE OF THE LINER.

GUYED MASTS

- ALL WORKMANSHIP AND MATERIAL SHALL BE IN ACCORDANCE WITH AS3600, AS4100 AND AS2841.
- U.N.O. ALL GUY STRANDS SHALL BE MINIMUM GR1320 MPa, GALVANISED AND FREE FROM ANY DEFECT OR CORROSION.
- U.N.O. GUY TERMINATION SHALL COMPLY WITH TABLE 3.4.2.3 AS3995 PRODUCING CORRECTION FACTOR $k \pm 1$. IF APPLIED TERMINATION IS NOT LISTED IN THE TABLE MANUFACTURER CERTIFICATION IS REQUIRED.
- ON COMPLETION THE GUYED MAST SHALL BE VERTICAL WITHIN A TOLERANCE OF $\pm 25mm$. GUY TENSIONS UNDER STILL AIR SHALL BE WITHIN $\pm 5\%$ OF THE NOMINATED INITIAL TENSION (I.T.).
- THE INITIAL TENSIONS (I.T.) SPECIFIED ARE APPLICABLE FOR THE SHOWN DESIGN LOADING AND ANTENNA ARRANGEMENT. IF THE LOADING/ANTENNA ARRANGEMENT TO BE INSTALLED IS DIFFERENT TO THAT SHOWN ON THE DRAWING, THE INITIAL TENSIONS (I.T.) ARE TO BE VERIFIED AND CONFIRMED BY FEC PRIOR TO ANY ANTENNA INSTALLATION.
- MAINTENANCE OR MODIFICATION WORK ON GUYED MASTS SHALL ONLY BE UNDERTAKEN IN ACCORDANCE WITH AN APPROVED METHOD OF PROCEDURE.

ALUMINIUM

- SHOP DRAWINGS ARE REQUIRED TO BE SUBMITTED TO FEC AND APPROVAL OBTAINED PRIOR TO THE COMMENCEMENT OF FABRICATION. APPROVAL OF THE SHOP DRAWINGS SHALL NOT RELIEVE THE CONTRACTOR OF ANY OF HIS RESPONSIBILITY UNDER THE CONDITIONS OF THE CONTRACT.
- UNLESS OTHERWISE NOTED ALL ALUMINIUM SHALL BE ALLOY 6061 T6.
- ALL ALUMINIUM COMPONENTS SHALL BE FREE OF EXCESSIVE TOOL MARKS, BURRS AND ALL OTHER MANUFACTURING DEFECTS. ALL EXTRUDED COMPONENTS SHALL HAVE A MINIMUM ANODIC FILM THICKNESS OF 25 MICRONS. THE CONTRACTOR SHALL USE ALL PRECAUTIONS NECESSARY TO PROTECT THE FINISH FROM UNSIGHTLY SCRATCHES, NICKS, GOUGES, DENTS AND WATER STAINS DURING STORAGE, TRANSPORT, ASSEMBLY AND INSTALLATION.
- ADEQUATE FACILITIES ARE TO BE PROVIDED FOR STORAGE OF COMPONENTS TO PREVENT MECHANICAL DAMAGE OR WATER STAINS PRIOR TO INSTALLATION. COMPONENTS NOT TO BE IMMEDIATELY INSTALLED ARE TO BE STORED CLEAR OF THE FLOOR UNDER COVER OR IN A WATERTIGHT WRAPPING. COMPONENTS ARE NOT TO COME IN CONTACT WITH WATER OR OTHER SUBSTANCES THAT CAUSE STAINING OF THE ALUMINIUM, OR PLACED WHERE CONDENSATION MAY BE TRAPPED BETWEEN ALUMINIUM SURFACES.
- INSTALLATION SHALL COMPLY WITH ALUMINIUM SUPPLIERS RECOMMENDATIONS. COAT BASE OF POSTS WITH 2 COATS OF TAR EPOXY, TO PREVENT ANY LONG TERM REACTION BETWEEN THE GROUT AND THE ALUMINIUM. IT IS IMPORTANT THAT ANY GROUT SPLASHED ON THE ALUMINIUM IS IMMEDIATELY REMOVED WITH CLEAN WATER AS THE GREEN GROUT WILL QUICKLY ETCH THE SURFACE AND PERMANENTLY STAIN THE ALUMINIUM. ALL SAWN ENDS SHALL BE CLEAN AND STRAIGHT, FREE OF BURRS AND NICKS. ALL WELDS SHALL BE FILLET WELDS AS REQUIRED BY S.A.A. ALUMINIUM WELDING CODE, AS 1665 MIG/TIG WELDING PROCESS USING 5356 ALLOY FILLER ROD OR AS INDICATED ON THE DRAWINGS. THERE SHALL BE NO GAPS BETWEEN COMPONENTS AFTER WELDING. WELDING SHALL BE CARRIED OUT BY COMPETENT WELDERS EXPERIENCED IN WELDING ALUMINIUM ALLOYS. ALL CONTINUOUS FILLET WELDS TO BE 6mm U.N.O.

STRUCTURAL STAINLESS STEEL

- ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS 4673 AND AS 1554.
- SHOP DRAWINGS ARE REQUIRED TO BE SUBMITTED TO FEC AND APPROVAL OBTAINED PRIOR TO THE COMMENCEMENT OF FABRICATION. APPROVAL OF THE SHOP DRAWINGS SHALL NOT RELIEVE THE CONTRACTOR OF ANY OF HIS RESPONSIBILITY UNDER THE CONDITIONS OF THE CONTRACT.
- U.N.O., ALL STAINLESS STEEL SHALL BE GRADE 316.
- PLATES TO G316L N01 - ASTM A240/480.
- CHS (SEAMLESS/WELDED) TO G316 - ASTM 312M/A999M.
- OTHER STRUCTURAL SECTIONS TO G316 - ASTM A276/A479/A484.
- ALL BOLTS, NUTS AND WASHERS SHALL BE TO ISO 3506, AUSTENITIC STEEL, GRADE A4-70 AND SNUG TIGHTENED U.N.O.
- ALL BOLTS M16 AND LARGER A4-70 U.N.O.
ALL BOLTS M12 UP TO 50 LONG A4-70 U.N.O.
ALL BOLTS M12 x 55 AND LONGER A4-50 U.N.O.
ALL BOLTS M10 AND SMALLER A4-50 U.N.O.
BOLTS IN SLOTTED HOLES TO HAVE 1xFW & 1xSW UNDER EACH NUT.
- U.N.O., ALL WELDS SHALL BE 6 mm CONTINUOUS FILLET COMPLYING WITH AS 1554.6 USING E316LSi and E316LT-1 ELECTRODES - BUTT WELDS SHALL BE COMPLETE PENETRATION BUTT WELDS TO AS 1554.6 U.N.O.
- ALL STAINLESS STEEL SHALL BE CLEANED, PICKLED AND PASSIVATED IN ACCORDANCE WITH ASTM A380 and A967.

LIFETIME INSPECTION AND MAINTENANCE

ALL INSTALLATIONS SHALL BE FULLY INSPECTED FOR STRUCTURAL INTEGRITY WITHIN 12 MONTHS OF COMPLETION. PARTICULAR ATTENTION SHALL BE PAID TO PERSONNEL ACCESS & SIGNAGE. DEFECTS SHALL BE ADDRESSED AND FEC ADVISED OF REMEDIAL ACTION TAKEN. ONGOING INSPECTION AND MAINTENANCE SHALL BE UNDERTAKEN AFTER NEW WORKS ON THE STRUCTURE. SEVERE WEATHER, VANDALISM OR AT MAXIMUM INTERVALS OF 12 MONTHS. RECORDS OF ALL INSPECTIONS AND REMEDIAL ACTION SHALL BE KEPT.

STANDARD ABBREVIATIONS

CRS	CENTRES	CFW	CONTINUOUS FILLET WELD
AHD	AUSTRALIAN HEIGHT DATUM	N.T.S.	NOT TO SCALE
RL	REDUCED LEVEL	B.C.	TO BE CONFIRMED
GL	GROUND LEVEL	U.N.O.	UNLESS NOTED OTHERWISE
FSBW	FULL STRENGTH BUTT WELD	V.O.S.	VERIFY ON SITE
FW	FLAT WASHER		

M	STRUCTURAL STAINLESS STEEL ADDED	03-05-21
L	GENERAL NOTES NOTE 11 ADDED	28-02-20
K	GENERAL REVISION	13-02-19
J	GENERAL REVISION	13-07-16
H	EARTHWORKS NOTES ADDED	17-03-16
G	GENERAL REVISION	06-07-11
F	GENERAL REVISION	18-05-09
E	FOUNDATION NOTE 4. ADDED	06-11-07
D	GENERAL REVISION	08-09-06
C	GENERAL REVISION	11-01-05
B	BVQI LOGO ADDED	07-05-04
A	GENERAL REVISION	19-06-03



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			SCALE: NTS

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