

SHIRE OF CARNARVON

SCHEDULES

COUNCIL MEETING Tuesday 25th February 2020

Council Chambers, Stuart Street CARNARVON, West Australia Phone: (08) 9941 0000 Fax: ((08) 9941 1099

Website - www.carnarvon.wa.gov.au

1

CONTENTS

EXE	Cl	JΤ	IVE

Nil

CORPORATE	
Schedule 8.2.1(a) -Accounts for Payment January 2020	3
Schedule 8.2.1(b) -Corporate Credit Card Expenses 2020	
Schedule 8.2.2 -Management Report January 2020	
Schedule 8.2.3 – Investments January 2020	
Schedule 8.2.5 – WALGA State Council Agenda – Maters for Decision & Information	
Schedule 8.2.6 – Police Review – C002 Purchasing	
Schedule 8.2.7(a) – TCWA – WA Tourism Pulse Summer 2020 Bushfire Impact	
Schedule 8.2.8 – Ministerial Approved Differential General Rates with Modification	
Schedule 8.2.9 – Shire of Carnarvon Compliance Audit Return 2019	
DEVELOPMENT	
Schedule 8.3.1 – Hudson Circus Application Portfolio	TABLED
Schedule 8.3.2- Letter from HCWA	
Schedule 8.3.3(a) – LDP Christian School	
Schedule 8.3.3(b) – LDP Report – Christian School	
Schedule 8.3.4(a) – Development Application – Kickstarters Gascoyne Dash	
Schedule 8.3.4(b) – Kickstarters Gascoyne Dash – Race Track Map	
Schedule 8.3.5 – DA – Lot 1 William Street	
Schedule 8.3.6 – DA – Lot 82 William Street	
Schedule 8.3.7(a) – Gascoyne Hotel – Site Plans	147
Schedule 8.3.7(b) – Gascoyne Hotel – Fence Sketch	149
Schedule 8.3.8 – Australia Post Mobile Trader Coral Bay	150
Schedule 8.3.9 – Carnarvon Tourism Action Plan 2012-2015	151
INFRASTRUCTURE	
Schedule 8.4.1 – Greenfield Technical Services Offer	173
Schedule 8.4.2(a) – Container Deposit – January Report to Council	
Schedule 8.4.2(b) – Container Deposit – Cost Model Sensitivity	
Schedule 8.4.3 – Surplus Vehicles Condition and Valuation Reports	
COMMUNITY	
Schedule 8.5.1 – Blowholes Committee Minutes 31.1.20	206

Schedule 8.2.1 (a)

SHIRE OF CARNARVON LOCAL GOVERNMENT ACT 1995

List of accounts submitted to the Full Council Meeting 25 February 2020 for confirmation in respect to accounts already paid.

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK	TRUST BANK	BANK DIRECT
1099	02/01/2020	WESTNETAIR - AIRPORT WESTNET ACCOUNT	AIRPORT WESTNET ACCOUNT			12.95
1099	02/01/2020	WESTNETSOC - SHIRE WESTNET ACCOUNT	SHIRE WESTNET ACCOUNT			11.00
1099	02/01/2020	WESTNETDEP - DEPOT WESTNET ACCOUNT	DEPOT WESTNET ACCOUNT			11.00
1099	02/01/2020	MERCHC/C - MERCHANT FEES CIVIC CENTRE	MERCHANT FEES CIVIC CENTRE			30.89
1099	02/01/2020	WESTNETCIV - CIVIC CENTRE WESTNET ACCOUNT	CIVIC CENTRE WESTNET ACCOUNT			64.20
1099	02/01/2020	MERCHSHIRE - MERCHANT FEES SHIRE	MERCHANT FEES SHIRE			308.10
7487	07/01/2020	SHIRE OF CARNARVON MUNICIPAL FUND	SHIRE OF CARNARVON COMMISSION ON VISITOR CENTRE BOOKEASY BOOKINGS		82.22	
7488	21/01/2020	BIG 4 PLANTATION CARAVAN PARK	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		284.37	
7489	21/01/2020	OUTBACK OASIS CARAVAN PARK	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		77.00	
7490	21/01/2020	SHIRE OF CARNARVON MUNICIPAL FUND	SHIRE OF CARNARVON COMMISSION ON VISITOR CENTRE BOOKEASY BOOKINGS		1,434.22	
7491		SHIRE OF CARNARVON MUNICIPAL FUND	SHIRE OF CARNARVON COMMISSION ON VISITOR CENTRE BOOKEASY BOOKINGS		70.00	
EFT29786	02/01/2020	SHEZARI LOURENCO	STILT WALKER PERFORMANCE AT THE 2019 CHRISTMAS STREET PARTY ON THE 6TH DECEMBER 2019	450.00		
EFT29787	02/01/2020	JADE MILLS	STILT WALKER PERFORMANCE AT THE 2019 CHRISTMAS STREET PARTY ON THE 6TH DECEMBER 2019	300.00		
EFT29788	10/01/2020	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	51.80		
EFT29789	10/01/2020	AUSTRALIA POST	POSTAGE	1,045.03		
EFT29790	10/01/2020	DAVID BURTON	REIMBURSEMENT OF FUEL EXPENSES DUE TO FAULTY FUEL CARD	839.02		
EFT29791	10/01/2020	CARNARVON NOVUS	REPAIR STONE CHIP ON TOYOTA HILUX SHIRE VEHICLE PUTE35	150.00		
EFT29792	10/01/2020	CIRCUITWEST INC	5% ROYALITIES BASED ON TICKET SALES FROM SHOW AT THE CARNARVON VISITOR CENTRE	49.50		
EFT29793	10/01/2020	WINC AUSTRALIA PTY LTD T/A CORPORATE EXPRESS STAPLES	STATIONERY ORDER	53.29		
EFT29794	10/01/2020	CARNARVON GROWERS ASSOCIATION	RETICULATION PARTS	376.72		
EFT29795		CARNARVON FRESH IGA	CATERING ITEMS FOR BUSH FIRE DEBRIEF SESSION AT THE GASCOYNE BUSH FIRE BRIGADE	478.40		
EFT29796		ATO - CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,794.95		
EFT29797		DATA#3 LTD	SUBSCRIPTION RENEWAL FOR MICROSOFT OFFICE 365 SOFTWARE	27,704.99		
EFT29798		ELDERS RURAL SERVICES AUSTRALIA LIMITED	CHICKEN FEED FOR CHICKEN BLEEDING IN THE MOSQUITO PROGRAM	75.80		
EFT29799	10/01/2020	WR & BD BOVELL T/A GERALDTON MOWER AND REPAIR SPECIALISTS	SERVICE PARTS FOR LAWN MOWERS AND ROAD SAWS	422.20		
EFT29800	10/01/2020	MOORE STEPHENS	END OF FINANCIAL YEAR AUDIT SERVICES FOR THE 2018/19 FINANCIAL YEAR	23,332.33		
EFT29801	10/01/2020	INCITE SECURITY PTY LTD	TOWN PUBLIC WIFI INSTALLATION (ROBINSON ST)	14,300.00		
EFT29802	10/01/2020	IRP PTY LTD	RELIEF RATES OFFICER FOR PAY WEEK ENDING 15/12/2019	2,159.47		
EFT29803	10/01/2020	THE TRUSTEE FOR I T VISION UNIT TRUST	12 MONTH SUBSCRIPTION FOR SYNERGYSOFT ELECTRONIC RECORDS MANAGEMENT REPORTING LICENCE - FOR THE DISPOSAL AND ARCHIVING OF DIGITAL RECORDS	5,394.13		
EFT29804	10/01/2020	JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	TRANSMISSION SERVICE ON NISSAN NAVARA, SHIRE VEHICLE P312	638.08		
EFT29805	10/01/2020	KLEENIT PTY LTD	PUBLIC SPACE & FOOTPATH CLEANING FOR THE FORTNIGHT ENDING 28/12/2019	15,902.44		
EFT29806	10/01/2020	KOMATSU AUSTRALIA PTY LTD	2,000 HOUR SERVICE KIT FOR SHIRE VEHICLE P303	1,203.97		
EFT29807	10/01/2020	LIVING EXISTENCE METAL ARTWORK	MERCHANDISE FOR RETAIL SALES AT THE CARNARVON VISITOR CENTRE	110.00		
EFT29808	10/01/2020	NORWEST REFRIGERATION SERVICES	ANNUAL SERVICING OF SHIRE MAIN OFFICE AIRCONDITIONER UNIT	1,991.00		
EFT29809	10/01/2020	NORTH WEST AUTOS	NEW LOCK SET-STEERING FOR SHIRE VEHICLE P312	1,565.10		
EFT29810	10/01/2020	PACIFIC DATA SYSTEM AUSTRALIA PTY LTD	ENVIRONMENTAL MONITOR & LOGGER	2,873.99		
EFT29811	10/01/2020	MIRANDA PLUM	PROVISION OF FACE PAINTING AT THE CHRISTMAS STREET PARTY ON 6 DECEMBER 2019	300.00		
EFT29812	10/01/2020	KIMMARC PTY LTD T/A PORTSIDE ENGINEERING AND CRANE SERVICES	REPLACEMENT PART FOR TORO MOWER	72.38		
EFT29813	10/01/2020	R & L COURIERS	FREIGHT COSTS	72.60		
EFT29814	10/01/2020	SANDHURST SECURITY SERVICES	DAILY SECURITY PATROLS OF SHIRE BUILDINGS - DECEMBER 2019	3,015.00		
EFT29815	10/01/2020	SEATADVISOR AUSTRALIA	SHORTFALL OF LIVE SHOW AND CINEMA TICKETS SOLD ANNUALLY AS PER CONTRACTED AMOUNT AT THE CARNARVON CIVIC CENTRE	452.76		

SHIRE OF CARNARVON LOCAL GOVERNMENT ACT 1995

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VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK	TRUST BANK	BANK DIRECT
EFT29816	10/01/2020	SEA CONTRACTING PTY LTD	PROVISION OF SECURITY ALARM MONITORING FOR THE PERIOD JANUARY - MARCH 2020	622.70		
EFT29817	10/01/2020	THE TRUSTEE FOR THE SWEETMAN NO 2 TRUST T/A SWEET AS	SUPPLY AND DELIVERY OF 17.1 TONS OF ROAD BASE	2,117.50		
		CONCRETE				
EFT29818	10/01/2020	U2 BOBCAT & TIP TRUCK HIRE	12 HOURS HIRE OF WATER TRUCK FOR FIRE FIGHTING ON QUOBBA GNARALOO ROAD ON MONDAY 2nd	1,584.00		
			DECEMBER 2019			
EFT29819	10/01/2020	WESTON, CHERYL	REIMBURSEMENT FOR ART GALLERY STORAGE BOXES	143.35		
EFT29820		BAYVIEW CORAL BAY	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		322.00	
EFT29821		NINGALOO CARAVAN & HOLIDAY RESORT PTY LTD	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		78.48	
EFT29822		CARNARVON SEA CHANGE APARTMENTS	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		175.00	
EFT29823		AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	51.80		
EFT29824		AIRPORT LIGHTING SPECIALISTS PTY LTD	AIRPORT LIGHTING-IWI,LED 240V MAINS POWERED, CYCLONIC RATED	24,770.90		
EFT29825		CARNARVON CENTRAL APARTMENTS 2	ACCOMMODATION FOR RISK MANAGEMENT TRAINING BY TERRIFIC TRAINING 4 DAY COURSE	700.00		
EFT29826		CARNARVON CLEANERS PTY LTD	CIVIC CENTRE CLEANING - DECEMBER 2019	4,413.00		
EFT29827		CUTTING EDGES EQUIPMENT PARTS PTY LTD	CUTTING EDGE FOR BUCKET ON SHIRE KOMATSU EXCAVATOR	604.71		
EFT29828		CHLOE E MAKIN	SESSION FOR THE PROVISION OF COUNSELLING SERVICES FOR SHIRE STAFF MEMBER	145.00		
EFT29829		CORAL COAST PLUMBING	INSPECT AND CLEAR BLOCKAGE FROM DOG POUND TO SEPTIC	601.50		
EFT29830		CARNARVON CHAMBER OF COMMERCE	DONATION TO BUY LOCAL 2019 CHRISTMAS CAMPAIGN	1,000.00		
EFT29831		CARNARVON PEST CONTROL	PEST CONTROL AT CARNARVON AIRPORT	450.00		
EFT29832		ATO - CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,794.95		
EFT29833		FARNE, JOHN & VERONICA	MAINTENANCE OF LANDFILL SITE - DECEMBER 2019	21,741.76		
EFT29834		GASCOYNE OFFICE EQUIPMENT	PRICING GUN WITH ROLLS FOR CARNARVON VISITOR CENTRE STOCK	79.95		
EFT29835	20/01/2020	MOORE STEPHENS	PROVISION OF AUDITING SERVICES FOR THE FINANCIAL REPORT (ACQUITTAL) FOR THE DEPARTMENT OF	1,045.00		
			COMMUNITIES - CARNARVON YOUTH SERVICES GRANT			
EFT29836	20/01/2020	H E KOCH & CO PTY LTD	CHRISTMAS RETAIL HAMPERS WITH LOCAL PRODUCTS FOR SALE AT CARNARVON VISITORS CENTRE	159.81		
EFT29837	20/01/2020	INCITE SECURITY PTY LTD	LIBRARY TO ADMINISTRATION OFFICE CAMERA LINK UPGRADE	3,135.00		
EFT29838	20/01/2020	IRP PTY LTD	RELIEF RATES OFFICER FOR PAY WEEK ENDING 22/12/2019	2,281.13		
EFT29839	20/01/2020	THE TRUSTEE FOR I T VISION UNIT TRUST	MIGRATION OF SYNERGY DATA TO NEW SERVER DUE TO SERVER CRASH	3,437.50		
EFT29840	20/01/2020	KOSMIC ELECTRONIC INDUSTRIES PTY LTD	AUDIO EQUIPMENT AS LISTED IN RFQ 04/2019 AS PART OF THE CIVIC CENTRE THEATRE UPGRADE	62,649.00		
EFT29841	20/01/2020	LANDGATE - ACCOUNTS	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO.G 2019/7 FOR THE PERIOD 02/11/2019 - 29/11/2019	71.92		
EFT29842	20/01/2020	MARKET CREATIONS	MARKET CREATION SERVER RECOVERY, BACKUP DATA MIGRATION AND SERVER HOSTING AFTER THE SERVER CRASH	4,872.78		
EFT29843	20/01/2020	MCLEODS BARRISTERS AND SOLICITORS	PREPARATION OF LEASE AGREEMENT BETWEEN THE SHIRE OF CARNARVON AND AXICOM	134.56		
EFT29844	20/01/2020	NORWEST REFRIGERATION SERVICES	INSPECT AND REPAIR BAR FRIDGE IN THE WOOLSHED BAR AREA. CURRENTLY FREEZING ALL DRINKS	747.52		
EFT29845	20/01/2020	AUSTRALIAN TAXATION OFFICE (PAYG)	P.A.Y.G TAX FOR PAY PERIOD ENDING 08/01/2020	62,035.00		
EFT29846	20/01/2020	RICHER888 PTY LTD	CATERING FOR THE ORDINARY COUNCIL MEETING SEPTEMBER 2019	195.00		
EFT29847		ROWE SCIENTIFIC PTY LTD	MULTI PARAMETER METER REPAIR-HAND HELD WATER QUALITY AND CONTENT TESTER	835.12		
EFT29848		SEATADVISOR AUSTRALIA	CIVIC CENTRE TICKET SALES FOR DECEMBER 2019	62.70		
EFT29849		SEA CONTRACTING PTY LTD	REVIEW OF TECHNICAL ISSUES OF ALARM SYSTEM AT SHIRE ADMINISTRATION OFFICE	220.00		
EFT29850		BAYVIEW CORAL BAY	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		6,690.22	
EFT29851		CARNARVON CARAVAN PARK	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		30.62	
EFT29852		CARNARVON FAMILY HOLIDAY ACCOMMODATION	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		393.75	
EFT29853		CARNARVON CENTRAL APARTMENTS 2	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		262.50	
EFT29854		CORAL COAST TOURIST PARK	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		138.25	

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NUMBER EFT29855	23/01/2020	GASCOYNE FOOD COUNCIL INC	REIMBURSEMENT OF SALES FROM GASCOYNE FOOD COUNCIL PRODUCTS AT THE PERTH ROYAL SHOW 2019.		225.00	
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EFT29856	23/01/2020	GIRALIA PASTORAL COMPANY PTY LTD	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		84.00	
EFT29857	23/01/2020	NINGALOO CLUB PTY LTD	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		307.12	
EFT29858	23/01/2020	NINGALOO LODGE	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		262.50	
EFT29859	23/01/2020	NINGALOO CARAVAN & HOLIDAY RESORT PTY LTD	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		39.24	
EFT29860	23/01/2020	POTSHOT HOTEL RESORT	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		253.75	
EFT29861	23/01/2020	CARNARVON SEA CHANGE APARTMENTS	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		175.00	
EFT29862	23/01/2020	SUMMERSTAR PTY LTD ATF THE JOHN LAYMAN FAMILY TRUST	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		227.50	
EFT29863	23/01/2020	SWEETER BANANA CO-OPERATIVE LIMITED	REIMBURSEMENT OF SALES FROM CARNARVON SWEETER BANANA PRODUCTS AT THE PERTH ROYAL SHOW 2019.		2,597.00	
EFT29864	23/01/2020	WINTERSUN CARAVAN PARK	VISITOR CENTRE ACCOMMODATION BOOKINGS LESS SOC COMMISSION		265.11	
EFT29865	24/01/2020	ART GARDEN BY MONICA BILICIC	ART GALLERY-MANGA ART WORKSHOPS (6X1 HOUR FOR TEENAGERS)	300.00		
EFT29866	24/01/2020	BLACKBOX CONTROL PTY LTD	SUBSCRIPTION FEE FOR GPS TRACKING ON SHIRE VEHICLES - JANUARY 2020	627.00		
EFT29867	24/01/2020	BOC LIMITED (AUST)	HIRE OF GAS CYLINDERS FOR DEPOT WORKSHOP	90.14		
EFT29868		BOOKEASY TOURISM SOLUTIONS	MONTHLY FEE PAYABLE TO BOOKEASY FOR USE OF BOOKING SYSTEM - DECEMBER 2019	220.00		
EFT29869		CAROL'S ART ESCAPE	MERCHANDISE FOR RETAIL SALES AT THE VISITOR CENTRE	245.00		
EFT29870		CABCHARGE AUSTRALIA PTY LTD	CAB FARE CHARGES FOR THE PERIOD 02/12/2019 - 29/12/2019	198.24		
EFT29871		CALTEX AUSTRALIA PETROLEUM PTY LTD	FUEL SUPPLIES	1,491.66		
EFT29872		CATWEST PTY LTD	TRAFFIC MANAGEMENT FOR 2019 CHRISTMAS STREET PARTY	4,889.78		
EFT29873		CARNARVON ELECTRICS	SUPPLY AND INSTALL OM3 PRETERMINATED FIBRE CABLE FROM VISITORS CENTRE TO CIVIC CENTRE OFFICE	5,426.30		
EFT29874	24/01/2020	CORAL COAST VETERINARY HOSPITAL	VETERINARY CARE OF ANIMALS UNDER RANGER SERVICES	438.72		
EFT29875	24/01/2020	CORAL COAST WATER PTY LTD	WATER SUPPLY FOR FESTIVAL GROUNDS	3,492.77		
EFT29876	24/01/2020	MARION CROWE	WELCOME TO COUNTRY - COUNCIL MEETING COUNCIL CHAMBERS DECEMBER 2019	550.00		
EFT29877	24/01/2020	CARNARVON MEDICAL CENTRE	STAFF VACCINATION BMO	431.00		
EFT29878	24/01/2020	CARNARVON FRESH IGA	GROCERY ITEMS FOR CARNARVON YOUTH SERVICES - SHOOL HOLIDAY PROGRAM	304.27		
EFT29879	24/01/2020	CARNARVON STATE EMERGENCY SERVICE	REIMBURSEMENT OF EXPENDITURE - IN ACCORDANCE WITH LGGS GRANT 2019/20 (QUARTER 3)	6,500.00		
EFT29880	24/01/2020	THE TRUSTEE FOR CHAPMAN TRUST T/A CARNARVON MITRE 10	PAINT PRODUCTS FOR GAZEBO AT TOWN BEACH	2,016.19		
EFT29881	24/01/2020	DEPARTMENT OF TRANSPORT	COMMUNITY JETTY RENEWAL FEE - JETTY NO. 4544 OLIVIA TERRACE, CARNARVON	41.40		
EFT29882	24/01/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION	AMENDMENT FEE TO LICENCE L7066/1997/15 CORAL BAY LANDFILL SITE. AMENDMENT TO EXTEND BURIAL LIMITS WITHIN BOUNDARY.	1,088.00		
EFT29883	24/01/2020	WALT DISNEY STUDIOS MOTION PICTURES, AUSTRALIA	MOVIE HIRE - MALEFICIENT	160.50		
EFT29884		ENVIRONMENTAL HEALTH AUSTRALIA (NSW)	SUBSCRIPTION TO I'M ALERT FOOD SAFETY PROGRAM FOR 2019-20	330.00		
EFT29885		GERALDTON AUTO SALES PTY LTD	PURCHASE OF ONE SET OF SIDE STEPS FOR SHIRE VEHICLE P351	675.00		
EFT29886		GRUNDFOS PUMPS PTY LTD	SUPPLY OF 1X MECHANICAL SEAL	289.30		
EFT29887		HITS RADIO PTY LTD	RADIO ADVERTISEMENTS - DECEMBER 2019	704.00		
EFT29888		HOLIDAY GUIDE PTY LTD T/A WA HOLIDAY GUIDE	COMMISSION ON BOOKINGS REDIRECTED TO THE CARNARVON VISITOR CENTRE FROM WA HOLIDAY GUIDES WEBSITE - DECEMBER 2019	191.47		
EFT29889	24/01/2020	IRP PTY LTD	APPOINTMENT OF RATES OFFICER SHIRE OF CARNARVON AS OF 06.01.2020	1,650.00		
EFT29890		JENNIFER LITTLE	MANAGEMENT OF AQUATIC CENTRE - JANUARY 2020	18,230.17		
EFT29891		JOLLY'S AUTO CENTRE (JOLLY'S TYRE SERVICE)	TYRE PUNCTURE REPAIR	80.00		
EFT29892		KOSMIC ELECTRONIC INDUSTRIES PTY LTD	AUDIO EQUIPMENT FOR CIVIC CENTRE THEATRE UPGRADE	839.00		
		MANAGED SYSTEM SERVICES PTY LTD	CONFIGURATION OF SOPHOS XG230 SOFTWARE	1,056.00		
EFT29893						

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EFT29895	24/01/2020	REECE CABINETS AND MAINTENANCE SERVICES	METALWORK LATHE FOR THE DEPOT WORKSHOP	550.00		
EFT29896	24/01/2020	REPCO PTY LTD	20L HYDRAULIC OIL FOR P317	2,125.70		
EFT29897	24/01/2020	R & L COURIERS	FREIGHT	121.00		
EFT29898	24/01/2020	SADIE LOUISE JAMES	50 X REEF LIFE ACTIVITY BOOKS FOR RESALE AT THE CARNARVON VISITOR CENTRE	525.00		
EFT29899	24/01/2020	SAMANTHA ABBOTT	MERCHANDISE FOR RETAIL SALE AT THE CARNARVON VISITOR CENTRE	620.00		
EFT29900	24/01/2020	SANDY MCGINNS MOTORCYCLES	DISK BLADE	62.40		
EFT29901	24/01/2020	SANDHURST SECURITY SERVICES	PROVISION OF SECURITY FOR 2019 CHRISTMAS STREET PARTY	680.63		
EFT29902	24/01/2020	SEASONS OF PERTH	ACCOMMODATION FOR ENVIRONMENTAL HEALTH OFFICER WHILST ATTENDING TRAINING	840.00		
EFT29903	24/01/2020	SIGNATURE PUBLISHING PTY LTD	DECEMBER EDITION - CARAVAN AND CAMPING WITH KIDS 2019 ADVERTISEMENT	2,200.00		
EFT29904	24/01/2020	CARNARVON SPACE & TECHNOLOGY MUSEUM INC	ELECTRICITY FOR THE OTC DISH LIGHTS	220.88		
EFT29905	24/01/2020	TESTO PTY LTD	ART GALLERY-DATA LOGGER/AIR TEMPRETURE X 7	6,122.27		
EFT29906	24/01/2020	TROPICS HARDWARE	2X CONCRETE CUT OFF DISKS	1,029.10		
EFT29907	24/01/2020	UNIVERSAL PICTURES INTERNATIONAL AUSTRALASIA PTY L	MOVIE HIRE - THE GRINCH	330.00		
EFT29908	24/01/2020	URBAN LUSTRE	MERCHANDISE FOR RETAIL SALE AT THE CARNARVON VISITOR CENTRE	440.00		
EFT29909	24/01/2020	VANGUARD PRESS	DISTRIBUTION AND STORAGE OF CARNARVON & CORAL BAY HOLIDAY PLANNER 2019/2020 - DECEMBER 2019	418.80		
EFT29910	24/01/2020	VEOLIA ENVIRONMENTAL SERVICES (AUSTRALIA) PTY LTD	BLOWHOLES WEEKLY EMPTY FEE - DECEMBER 2019	1,183.56		
47087		HORIZON POWER	ASSORTED ELECTRICITY ACCOUNTS	31,667.93		
47088		KLEENHEAT GAS PTY LTD	YEARLY FEES 45KG GAS BOTTLE 7 AIRPORT CRESENT	39.60		
47088		TELSTRA AUSTRALIA	TELEPHONE ACCOUNTS	8,953.36		
47090		WATER CORPORATION	WATER ACCOUNTS	228.47		
47090		HORIZON POWER	ASSORTED ELECTRICITY ACCOUNTS	6,084.76		
47092		PENJET PTY LTD	REFUND OF OVERPYAMENT MADE ON DEBTORS INVOICE	18.63		
47092		WESTHAUL TRANSPORT SERVICES PTY LTD	RATES REFUNUD	187.56		
47093		HORIZON POWER	ASSORTED ELECTRICITY ACCOUNTS	11,402.27		
47094		PIVOTEL SATELLITE PTY LTD	SAT PHONE FOR CESM	60.00		
47096		P & K VRANKOVICH	OVERPAYMENT OF TIP FEES REFUNDED TO CUSTOMER	14.40		
47097		TELSTRA AUSTRALIA	TELEPHONE ACCOUNTS	114.99		
47097		WATER CORPORATION	WATER ACCOUNTS	2,899.52		
47098 47100		SHARON LEE BRANKOVIC	RATES REFUND	353.88		
47100		MARINKO CVITAN	RATES REFUND	632.25		
47101 47102		MARK IVAN DAVENPORT	RATES REFUND	334.92		
47102 47103		HORIZON POWER		740.76		
47103 47104			ASSORTED ELECTRICITY ACCOUNTS RATES REFUND	62.74		
47104 47105		MAHONY (WA) PTY LTD NEW STANDARD ONSHORE PTY LTD	RATES REFUND	2,752.55		
			RATES REFUND			
47106 47107		BENJIMIN LEE REDDAWAY		547.24		
47107		TELSTRA AUSTRALIA	TELEPHONE ACCOUNTS	437.37		
47108 47109		WATER CORPORATION KYLIE MAREE WITT	WATER ACCOUNTS RATES REFUND	30,978.66 200.00		
				200.00		F 227 64
DD37382.1		TOYOTA FLEET MANAGEMENT	VEHICLE LEASE PAYMENT FOR JANUARY 2020			5,237.64 70.00
DD37388.2		WALGS PLAN	PAYROLL DEDUCTIONS			
DD37389.1		WALGS PLAN	PAYROLL DEDUCTIONS SUBSPANNUATION CONTRIBUTIONS			14,764.22
DD37389.2		AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS SUPERANNUATION CONTRIBUTIONS			1,665.12
DD37389.3		COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS SUPERANNUATION CONTRIBUTIONS			421.29
DD37389.4		ANZ STAFF SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS SUPERANNUATION CONTRIBUTIONS			198.74
DD37389.5	08/01/2020	STATEWIDE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS			199.88

SHIRE OF CARNARVON LOCAL GOVERNMENT ACT 1995

List of accounts submitted to the Full Council Meeting 25 February 2020 for confirmation in respect to accounts already paid.

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK	TRUST BANK	BANK DIRECT
DD37389.6	08/01/2020	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			176.43
DD37389.7	08/01/2020	ONE ANSWER FRONTIER PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS			291.15
DD37389.8	08/01/2020	EQUIPSUPER SUPERANNUATION FUND	PAYROLL DEDUCTIONS			589.83
DD37389.9	08/01/2020	CBUS INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS			374.92
DD37411.1	22/01/2020	WALGS PLAN	PAYROLL DEDUCTIONS			15,353.62
DD37411.2	22/01/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS			1,658.15
DD37411.3	22/01/2020	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS			467.61
DD37411.4	22/01/2020	ANZ STAFF SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			207.50
DD37411.5	22/01/2020	STATEWIDE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS			203.29
DD37411.6	22/01/2020	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			213.15
DD37411.7	22/01/2020	ONE ANSWER FRONTIER PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS			290.85
DD37411.8	22/01/2020	EQUIPSUPER SUPERANNUATION FUND	PAYROLL DEDUCTIONS			589.83
DD37411.9	22/01/2020	CBUS INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS			402.07
DD37427.1	08/01/2020	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS			245.76
DD37427.2	22/01/2020	WALGS PLAN	PAYROLL DEDUCTIONS			35.00
DD37431.1	06/01/2020	ANZ BANK LIMITED	CORPORATE CREDIT CARD PAYMENT - REFER TO SCHEDULE 8.2.1 (B) FOR DETAILS			2,664.53
DD37434.1	15/01/2020	SG FLEET AUSTRALIA PTY LTD	FLEET LEASE PAYMENT FOR THE PERIOD JANUARY 2020			34,340.42
DD37389.10	08/01/2020	COMMONWEALTH ESSENTIAL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			239.71
DD37389.11	08/01/2020	LEGAL SUPER	SUPERANNUATION CONTRIBUTIONS			300.28
DD37389.12	08/01/2020	MLC MASTERKEY SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			139.31
DD37389.13	08/01/2020	ANZ SMART CHOICE SUPER (ONE PATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS			295.23
DD37389.14	08/01/2020	AJB SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			312.62
DD37389.15	08/01/2020	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			258.18
DD37389.16	08/01/2020	HESTA AUSTRALIA PTY LTD	SUPERANNUATION CONTRIBUTIONS			464.11
DD37389.17	08/01/2020	AUSTRALIAN ETHICAL RETAIL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			250.27
DD37389.18	08/01/2020	TASPLAN SUPER	PAYROLL DEDUCTIONS			1,250.08
DD37389.19	08/01/2020	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			1,421.64
DD37389.20	08/01/2020	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS			683.22
DD37389.21	08/01/2020	FIRST STATE SUPER	SUPERANNUATION CONTRIBUTIONS			253.42
DD37389.22	08/01/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			455.79
DD37389.23	08/01/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION CONTRIBUTIONS			528.78
DD37389.24	08/01/2020	NETWEALTH SUPERANNUATION MASTER FUND	SUPERANNUATION CONTRIBUTIONS			199.43
DD37389.25	08/01/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS			530.34
DD37411.10	22/01/2020	COMMONWEALTH ESSENTIAL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			308.94
DD37411.11	22/01/2020	LEGAL SUPER	SUPERANNUATION CONTRIBUTIONS			300.28
DD37411.12	22/01/2020	MLC MASTERKEY SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			257.41
DD37411.13	22/01/2020	ANZ SMART CHOICE SUPER (ONE PATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS			295.23
DD37411.14	22/01/2020	AJB SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			312.62
DD37411.15		AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			101.54
DD37411.16		HESTA AUSTRALIA PTY LTD	SUPERANNUATION CONTRIBUTIONS			464.11
DD37411.17		AUSTRALIAN ETHICAL RETAIL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS			250.28
DD37411.18		TASPLAN SUPER	PAYROLL DEDUCTIONS			1,254.63
DD37411.19		REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			1,449.30
DD37411.20		GUILD SUPER	SUPERANNUATION CONTRIBUTIONS			683.22
DD37411.21		FIRST STATE SUPER	SUPERANNUATION CONTRIBUTIONS			253.42
DD37411.22	22/01/2020	SUNSUPER SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS			463.69

Schedule 8.2.1 (a)

SHIRE OF CARNARVON LOCAL GOVERNMENT ACT 1995

List of accounts submitted to the Full Council Meeting 25 February 2020 for confirmation in respect to accounts already paid.

VOUCHER NUMBER	DATE PAID	PAYEE	DESCRIPTION	MUNI BANK	TRUST BANK	BANK DIRECT
DD37411.23	22/01/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION CONTRIBUTIONS			603.56
DD37411.24	22/01/2020	NETWEALTH SUPERANNUATION MASTER FUND	SUPERANNUATION CONTRIBUTIONS			230.03
DD37411.25	22/01/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS			530.34
			TOTAL	485,736.10	14,474.85	96,440.15
			TOTAL BANK DIRECTS	96,440.15		
			TOTAL TRUST CHEQUES	1,947.81		
			TOTAL MUNI CHEQUES	98,711.86		
			TOTAL MUNI EFT	387,024.24		
			TOTAL TRUST EFT	12,527.04		
			TOTAL	596,651.10	-	

Schedule 8.2.1 (B)

CORPORATE CREDIT CARD EXPENDITURE - PAYMENT REFERENCE 37431

M. GOFF CORPORATE CREDIT CARD EXPENSES Description	
WOOLWORTHS - CHRISTMAS GIFTS TO THANK CIVIC CENTRE VOLUNTEERS	65.00
HOMESTEAD - WEBSITE REDIRECTION FEES	33.01
	98.01
D. HILL CORPORATE CREDIT CARD EXPENSES Description	
WOOLWORTHS - REPLENISHMENT OF CIVIC CENTRE CINEMA KIOSK STOCK	69.00
JOONDALUP CITY HOTEL - ACCOMMODATION & MEALS FOR ENVIRONMENTAL HEALTH OFFICER WHILST ATTENDING TRAINING	617.63
GODADDY - DOMAIN REGISTRATION RENEWAL FOR CARNARVON.ORG.AU	38.41
	725.04
P. LEES CORPORATE CREDIT CARD EXPENSES Description	
VEND POINT OF SALE - V/CENTRE MONTHLY PAYMENT	338.00
FACEBOOK - VISITOR CENTRE SOCIAL MEDIA CAMPAIGNS	176.00
SAGE HOTEL - ACCOMMODATION FOR DEVELOPMENT SERVICES SUPPORT OFFICER WHILST ATTENDING TRAINING	446.93
	960.93
J. MACKELLIN CORPORATE CREDIT CARD EXPENSES Description	
WOOLWORTHS - GROCERY SUPPLIES FOR YOUTH OUTREACH PROGRAMS & EVENTS	155.55
WOOLWORTHS - SUPPLIES FOR CHRISTMAS MAIN STREET PARTY	24.00
	179.55
D. BURTON CORPORATE CREDIT CARD EXPENSES Description	
TILLEY LANE GIFT & HOMEWARE - FLOWER ARRANGEMENTS FOR FUNERAL SERVICE	170.00
-	170.00
M. WERDER CORPORATE CREDIT CARD EXPENSES Description	
LOCAL GOVERNMENT PROFESSIONALS - 19/20 PROFESSIONAL MEMBERSHIP FOR EXECUTIVE MANAGER OF CORPORATE SERVICES	531.00
·	531.00
TOTAL PAYMENT TO CORPORATE CREDIT CARD ACCOUNT	2,664.53

SHIRE OF CARNARVON

MONTHLY FINANCIAL REPORT

For the Period Ended 31 January 2020

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

TABLE OF CONTENTS

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Monthly Summary Information

Statement of Financial Activity by Program

Statement of Financial Activity By Nature or Type

Statement of Capital Acquisitions and Capital Funding

Statement of Budget Amendments

Note 1 Significant A	ccounting Policies
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Note 2 Explanation of Material Variances

Note 3 Net Current Funding Position

Note 4 Cash and Investments

Note 5 Budget Amendments

Note 6 Receivables

Note 7 Cash Backed Reserves

Note 8 Capital Disposals

Note 9 Rating Information

Note 10 Information on Borrowings

Note 11 Grants and Contributions

Note 12 Trust

Shire of Carnarvon

Compilation Report For the Period Ended 31 January 2020

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management)*Regulations 1996, Regulation 34.

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5. No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 January 2020 of \$5,344,579.

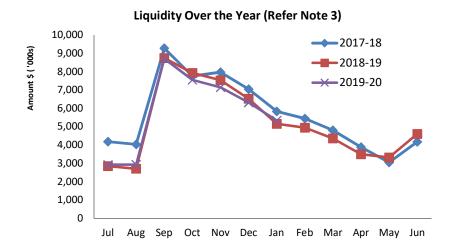
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: Sa Toomalatai
Reviewed by: Maurice Werder
Date prepared: 19/02/2020

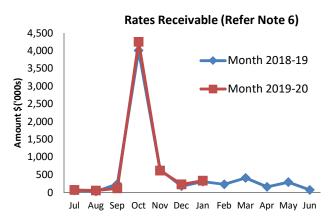
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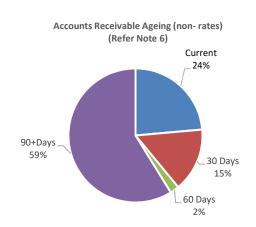
Monthly Summary Information For the Period Ended 31 January 2020



Cash and Cash Equivalents as at period end Unrestricted \$ 2,866,733 Restricted 3,685,682 6,552,415 Receivables

Rates	\$ 1,582,002
Other	\$ 1,336,390
	\$ 2,918,392





Comments

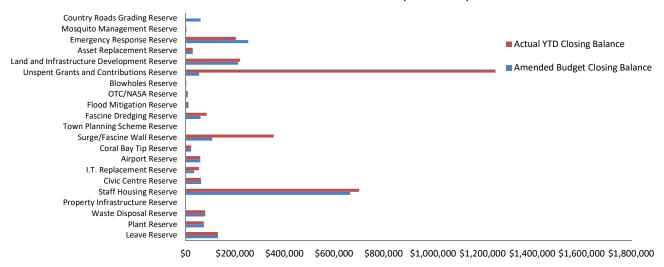
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Carnarvon

Monthly Summary Information

For the Period Ended 31 January 2020

Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



Comments

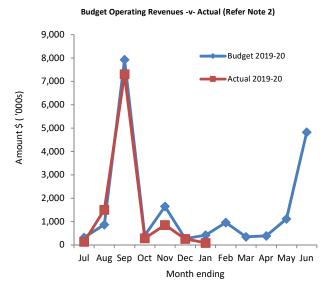
This information is to be read in conjunction with the accompanying Financial Statements and notes.

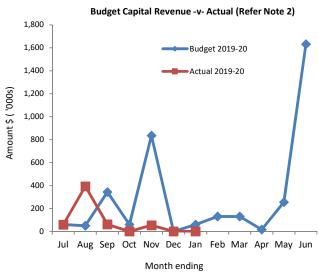
Shire of Carnarvon

Monthly Summary Information

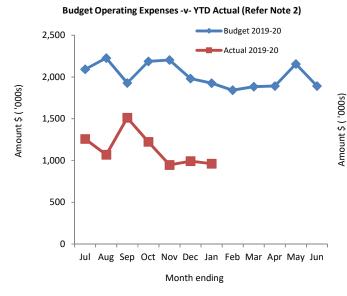
For the Period Ended 31 January 2020

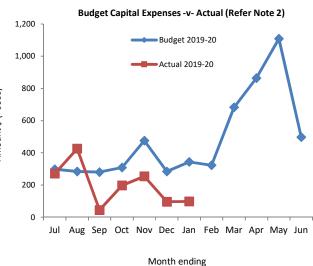
Revenues





Expenditure





Comments

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

STATEMENT OF FINANCIAL ACTIVITY (Statutory Reporting Program) For the Period Ended 31 January 2020

		Amended Annual Budget	Amended YTD Budget	YTD Actual	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	Note	\$	(a) \$	(b) \$	\$	%	
Governance		\$ 123,251	\$ 65,998	43,282	(22,716)	(34.42%)	▼
General Purpose Funding - Rates	9	5,487,420	5,473,775	5,473,775	0	0.00%	
General Purpose Funding - Other		5,217,145	1,306,892	1,299,487	(7,404)	(0.57%)	
Law, Order and Public Safety		357,751	121,973	42,226	(79,747)	(65.38%)	▼
Health		92,950	43,053	16,892	(26,161)	(60.77%)	▼
Education and Welfare		181,331	134,684	138,177	3,493	2.59%	
Housing Community Amenities		12,269 2,175,791	7,154 1,885,794	6,978 1,813,869	(176) (71,925)	(2.46%) (3.81%)	
Recreation and Culture		393,275	200,815	95,747	(105,068)	(52.32%)	▼
Transport		1,072,267	765,510	664,223	(101,287)	(13.23%)	▼
Economic Services		467,971	257,124	150,105	(107,019)	(41.62%)	▼
Other Property and Services		342,953	191,954	115,248	(76,706)	(39.96%)	▼
Total Operating Revenue		15,924,374	10,454,726	9,860,009	(594,717)		
Operating Expense Governance		(1.200.042)	(025 420)	(750 540)	174 500	10.070/	١.
General Purpose Funding		(1,369,043) (217,130)	(925,120) (126,658)	(750,540) (107,688)	174,580 18,971	18.87% 14.98%	1
Law, Order and Public Safety		(1,167,741)	(696,708)	(530,774)	165,934	23.82%	🚡
Health		(732,364)	(444,436)	(331,778)	112,658	25.35%	_
Education and Welfare		(1,205,343)	(731,218)	(569,819)	161,399	22.07%	A
Housing		(115,568)	(75,088)	(64,403)	10,685	14.23%	A
Community Amenities		(2,694,030)	(1,585,292)	(1,300,947)	284,345	17.94%	▲
Recreation and Culture		(5,323,808)	(3,177,330)	(2,088,489)	1,088,841	34.27%	_
Transport		(9,889,983)	(5,786,113)	(1,364,842)	4,421,271	76.41%	^
Economic Services Other Property and Services		(1,227,881)	(701,964)	(666,337)	35,627	5.08%	,
Other Property and Services <u>Total Operating Expenditure</u>		(274,291) (24,217,182)	(297,847) (14,547,774)	(191,414) (7,967,030)	106,433 6,580,744	35.73%	^
Total Operating Expenditure		(24,217,182)	(14,547,774)	(7,967,030)	6,580,744		
Funding Balance Adjustments							
Add back Depreciation		8,636,116	5,037,746	-	(5,037,746)	(100.00%)	▼
Non Cash Grants and Contributions		(1,597,263)	0	-	0		
Non Cash Change in Accounting Policies		29,217	0	-	0		
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0		0		
Net Cash from Operations		(1,224,738)	944,698	1,892,979	948,281		
Carridal Bassassas							
Capital Revenues Grants, Subsidies and Contributions	11	3,574,187	1,409,345	567,729	(841,616)	(59.72%)	l _
Proceeds from Disposal of Assets	8	3,574,187	1,409,345	0	(841,616)	(59.72%)	▼
Total Capital Revenues	ľ	3,574,187	1,409,345	567,729	(841,616)		
Capital Expenses		3,374,107	1,403,343	307,725	(641,010)		
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(661,442)	(391,353)	(392,364)	(1,011)	(0.26%)	
Office Furniture & Eqipment	13	(82,803)	(82,804)	(54,087)	28,717	34.68%	
Plant and Equipment	13	(281,000)	(171,002)	(116,809)	54,193	31.69%	
Infrastructure Assets - Roads	13	(2,210,236)	(306,904)	(734,904)	(428,000)	(139.46%)	
Infrastructure Assets - Footpaths Infrastructure Assets - Bridges	13 13	(112,393) 0	(65,269) 0	(24,520) 0	40,749 0	62.43%	
Infrastructure Assets - Bridges Infrastructure Assets - Drainage	13	(39,200)	(22,869)	(34,047)	(11,178)	(48.88%)	▼
Infrastructure Assets - Parks & Ovals	13	(1,012,046)	(590,359)	0	590,359	100.00%	À
Infrastructure Assets - Levee Systems	13	0	0	0	0		
Infrastructure Assets - Airport	13	(692,260)	(362,152)	(12,524)	349,628	96.54%	A
Infrastructure Assets - Carparks	13	0	0	0	0		
Infrastructure Assets - Other Infrasrtucture	13	(473,000)	(275,919)	(10,192)	265,727	96.31%	^
Infrastructure Assets - Landfill Total Capital Expenditure	13	(175,000)	0 (2.268.621)	(1,088)	(1,088)		
Total Capital Experiorure		(5,739,380)	(2,268,631)	(1,380,535)	888,096		
Net Cash from Capital Activities		(2,165,193)	(859,286)	(812,806)	46,480		
Financing							
Proceeds from New Debentures		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	1,932,379	18,645	26,368	7,723	41.42%	1
Advances to Community Groups		0	0	0	0		1
Repayment of Debentures	10	(54,534)	(27,014)	(27,015)	(1)	(0.00%)	1
Transfer to Reserves	7	(161,761)	(29,813)	(7,009)	22,804	76.49%	^
Net Cash from Financing Activities		1,716,084	(38,182)	(7,656)	30,526	-	
Net Operations, Capital and Financing		(1,673,847)	47,230	1,072,516	1,025,287		
Opening Funding Surplus(Deficit)	3	4,272,063	4,272,063	4,272,063	0	0.00%	
Closing Funding Surplus(Deficit)	3	2,598,216	4,319,293	5,344,579	1,025,287		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

STATEMENT OF FINANCIAL ACTIVITY (By Nature or Type) For the Period Ended 31 January 2020

			Amended YTD	YTD	Var. \$	Var. %	
	Note	Amended Annual	Budget	Actual	(b)-(a)	(b)-(a)/(a)	Var.
Operating Poyonuss	Note	Budget \$	(a) \$	(b) \$	\$	%	
Operating Revenues Rates	9	5,729,007	5,719,482	5,714,885	Ş (4,597)	(0.08%)	
Operating Grants, Subsidies and		3,723,007	3,713,402	3,714,003	0	(0.0670)	
Contributions	11	6,207,298	1,857,971	1,662,707	(195,264)	(10.51%)	▼
Fees and Charges		3,550,861	2,626,206	2,192,192	(434,014)	(16.53%)	▼
Service Charges		0	0	0	0	())	
Interest Earnings		162,951	103,783	89,218	(14,565)	(14.03%)	▼
Other Revenue		274,257	147,284	201,007	53,723	36.48%	A
Profit on Disposal of Assets	8	0	0	0	0		
Total Operating Revenue		15,924,374	10,454,726	9,860,009	(594,717)		
Operating Expense							
Employee Costs		(8,326,100)	(4,907,107)	(4,319,723)	587,384	11.97%	A
Materials and Contracts		(5,638,300)	(3,424,899)	(2,460,029)	964,870	28.17%	A
Utility Charges		(747,926)	(456,155)	(482,725)	(26,570)	(5.82%)	
Depreciation on Non-Current Assets		(8,636,116)	(5,037,746)	0	5,037,746	100.00%	A
Interest Expenses	04	(25,453)	(13,944)	(22,517)	(8,573)	(61.48%)	
Insurance Expenses		(471,830)	(471,804)	(451,184)	20,620	4.37%	
Other Expenditure	_	(371,457)	(236,119)	(230,852)	5,267	2.23%	
Loss on Disposal of Assets	8	0 (24.247.402)	0	0 (7.057.000)	0	-	
Total Operating Expenditure		(24,217,182)	(14,547,774)	(7,967,030)	6,580,744	-	
Funding Polonce Adjustments							
Funding Balance Adjustments Add back Depreciation		8,636,116	5.037.746	o	(5,037,746)	(100.00%)	_
Non Cash Grants and Contributions		(1,597,263)	0	0	(5,057,746)	(100.00%)	•
Non Cash Change in Accounting Policies		29,217	0	0	0		
Adjust (Profit)/Loss on Asset Disposal	8	0	0	0	0		
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		(1,224,738)	944,698	1,892,979	948,281	1	
			•		,		
Capital Revenues							
Grants, Subsidies and Contributions	11	3,574,187	1,409,345	567,729	(841,616)	(59.72%)	▼
Proceeds from Disposal of Assets	8	0	0	o	0	, ,	
Total Capital Revenues		3,574,187	1,409,345	567,729	(841,616)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(661,442)	(391,353)	(392,364)	(1,011)	(0.26%)	
Office Furniture & Eqipment	13	(82,803)	(82,804)	(54,087)	28,717		
Plant and Equipment	13	(281,000)	(171,002)	(116,809)	54,193		
Infrastructure Assets - Roads	13	(2,210,236)	(306,904)	(734,904)	(428,000)		
Infrastructure Assets - Footpaths	13	(112,393)	(65,269)	(24,520)	40,749		
Infrastructure Assets - Bridges	13	0	0	0	0		
Infrastructure Assets - Drainage	13	(39,200)	(22,869)	(34,047)	(11,178)	(48.88%)	▼
Infrastructure Assets - Parks & Ovals	13	(1,012,046)	(590,359)	0	590,359	100.00%	A
Infrastructure Assets - Levee Systems	13	0	0	0	0		
Infrastructure Assets - Airport	13	(692,260)	(362,152)	(12,524)	349,628	96.54%	•
Infrastructure Assets - Carparks	13	(472,000)	0 (275.010)	(10.193)	0	06.340/	_
Infrastructure Assets - Other Infrastructure	13 13	(473,000)	(275,919) 0	(10,192)	265,727	96.31%	•
Infrastructure Assets - Landfill Total Capital Expenditure	13	(175,000) (5,739,380)	(2,268,631)	(1,088) (1,380,535)	(1,088) 888,096		
Total Capital Experiulture		(3,735,50)	(2,200,031)	(1,300,333)	550,030		
Net Cash from Capital Activities		(2,165,193)	(859,286)	(812,806)	46,480		
cash nom capital retirities		(=,=05,±05)	(555)250)	(012,300)	.5,700		
Financing							
Transfer From Reserves	7	1,932,379	18,645	26,368	7,723		
Proceeds from New Debentures		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
• • •							
Repayment of Debentures	10	(54,534)	(27,014)	(27,015)	(1)	(0.00%)	
Transfer to Reserves	7	(161,761)	(29,813)	(7,009)	22,804	76.49%	A
Net Cash from Financing Activities		1,716,084	(38,182)	(7,656)	30,526		
]			
Net Operations, Capital and Financing		(1,673,847)	47,230	1,072,516	1,025,287		
Opening Funding Surplus(Deficit)	3	4,272,063	4,272,063	4,272,063	0	0.00%	
Clasina Fundina Comba (Dafiata)	_	2 500 2:-	4 040 000	F 244 FF2	4.605.65-		
Closing Funding Surplus(Deficit)	3	2,598,216	4,319,293	5,344,579	1,025,287		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CARNARVON RATES SETTING STATEMENT (Statutory Reporting Program) For the Period Ended 31 January 2020

·	NOTE	2019/2020 Original Budget	2019/2020 Amended Budget	2019/2020 Amended YTD Budget	2019/2020 YTD Actual
		\$	\$	\$	\$
OPERATING ACTIVITIES					
Net current assets at start of financial year - surplus/(deficit)	2	4,272,063	4,272,063	4,272,063	4,272,063
Revenue from operating activities (excluding rates)		4,272,063	4,272,063	4,272,063	4,272,063
Governance		123,251	123,251	65,998	43,282
General Purpose Funding - exc Rates		5,210,521	5,210,522	1,296,149	1,293,257
Law, order, public safety		202,451	357,751	121,973	42,226
Health		92,950	92,950	43,053	16,892
Education and welfare		180,422	181,331	134,684	138,177
Housing		12,269	12,269	7,154	6,978
Community amenities		2,182,198	2,193,106	1,885,794	1,813,869
Recreation and culture		393,275	393,275	200,815	95,747
Transport		1,072,267	1,072,267	765,510	664,223
Economic services		463,121	467,971	257,124	150,105
Other property and services		342,954	342,953	191,954	115,248
Evnanditura from anarating activities		10,275,679	10,447,646	4,970,208	4,380,003
Expenditure from operating activities Governance		(1,349,043)	(1,369,043)	(925,120)	(750,540)
Governance General purpose funding		(217,130)	(217,130)	(126,658)	(107,688)
Law, order, public safety		(1,012,441)	(1,167,741)	(696,708)	(530,774)
Health		(752,114)	(732,364)	(444,436)	(331,778)
Education and welfare		(1,204,434)	(1,205,343)	(731,218)	(569,819)
Housing		(115,568)	(115,568)	(75,088)	(64,403)
Community amenities		(2,683,122)	(2,694,030)	(1,585,292)	(1,300,947)
Recreation and culture		(5,330,058)	(5,323,808)	(3,177,330)	(2,088,489)
Transport		(9,886,983)	(9,889,983)	(5,786,113)	(1,364,842)
Economic services		(1,223,031)	(1,227,881)	(701,964)	(666,337)
Other property and services		(274,291)	(274,291)	(297,847)	(191,414)
		(24,048,215)	(24,217,182)	(14,547,774)	(7,967,030)
Operating activities excluded from budget					
(Profit) on asset disposals	4(b)	0	0	0	0
Loss on disposal of assets	4(b)	0	0	0	0
Loss on revaluation of non current assets		0	0	0	0
Reversal of prior year loss on revaluation of assets		0	0	0	0
Depreciation on assets	5	8,636,116	8,636,116	5,037,746	0
Non-Cash Grants and Contributions for Assets (as				_	
per AASB 1058 and AASB15)		(1,597,263)	(1,597,263)	0	0
Add in Change to Accounting Policies (non-cash) Movement in employee benefit provisions (non-current)		29,217 0	29,217 0	0 0	0 0
Amount attributable to operating activities		(2,432,403)	(2,429,403)	(267,758)	685,036
INVESTING ACTIVITIES					
Grants Capital - Law, Order, Public Safety		0	0	0	0
Grants Capital - Education and welfare		0	0	0	0
Grants Capital - Recreation and culture		1,519,307	1,519,307	0	0
Grants Capital - Transport		2,037,565	2,037,565	1,409,345	567,729
Non-operating grants, subsidies and contributions	9	3,556,872	3,556,872	1,409,345	567,729
Proceeds from disposal of assets	4(a)	0	0	0	0
Total Capital Revenue		3,556,872	3,556,872	1,409,345	567,729
Land and Buildings		(661,442)	(661,442)	(391,353)	(392,364)
Office Furniture & Eqipment		(82,803)	(82,803)	(82,804)	(54,087)
Plant and Equipment		(278,000)	(281,000)	(171,002)	(116,809)
Purchase property, plant and equipment	4(a)	(1,022,245)	(1,025,245)	(645,159)	(563,259)
nfrastructure Assets - Roads		(2,210,236)	(2,210,236)	(306,904)	(734,904)
Infrastructure Assets - Footpaths		(112,393)	(112,393)	(65,269)	(24,520)
Infrastructure Assets - Bridges		0	0	0	(24.047)
Infrastructure Assets - Drainage		(39,200)	(39,200)	(22,869)	(34,047)
Infrastructure Assets - Parks & Ovals		(1,012,046)	(1,012,046)	(590,359)	0 0
Infrastructure Assets - Levee Systems		0 (692,260)	0 (692,260)	0 (362 152)	(12,524)
Infrastructure Assets - Airport Infrastructure Assets - Carparks		(692,260)	(692,260)	(362,152) 0	(12,524)
Infrastructure Assets - Carparks Infrastructure Assets - Other Infrasrtucture		(473,000)	(473,000)	(275,919)	(10,192)
Infrastructure Assets - Other Infrastructure		(473,000)	(473,000)	(2/5,919)	(10,192)
Purchase and construction of infrastructure	4(a)	(4,714,135)	(4,714,135)	(1,623,472)	(817,276)
Total Capital Expenditure	- 1 (u)	(5,736,380)	(5,739,380)	(2,268,631)	(1,380,535)
Amount attributable to investing activities		(2,179,508)	(2,182,508)	(859,286)	(812,806)
FINANCING ACTIVITIES					
Repayment of borrowings	6(a)	(54,534)	(54,534)	(27,014)	(27,015)
Transfers to cash backed reserves (restricted assets)	7(a)	(161,761)	(161,761)	(29,813)	(7,010)
Transfers from cash backed reserves (restricted assets)	7(a)	1,932,379	1,932,379	18,645	26,368
Amount attributable to financing activities		1,716,084	1,716,084	(38,182)	(7,657)
Budgeted deficiency before general rates		(2,895,827)	(2,895,827)	(1,165,226)	(135,427)
Estimated amount to be raised from general rates	1	5,494,043	5,494,043	5,484,518	5,480,006
Net current assets at end of financial year - surplus/(deficit)	2	2,598,216	2,598,216	4,319,293	5,344,579

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

STATEMENT OF CAPITAL ACQUSITIONS AND CAPITAL FUNDING For the Period Ended 31 January 2020

Capital Acquisitions	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	YTD 31 01 2020 Amended Annual Budget	Variance (d) - (c)
	\$	\$	\$	\$	\$	\$
Land and Buildings	0	392,364	392,364	391,353	661,442	1,011
Office Furniture & Eqipment	0	54,087	54,087	82,804	82,803	(28,717)
Plant and Equipment	0	116,809	116,809	171,002	281,000	(54,193)
Infrastructure Assets - Roads	0	734,904	734,904	306,904	2,210,236	428,000
Infrastructure Assets - Footpaths	0	24,520	24,520	65,269	112,393	(40,749)
Infrastructure Assets - Bridges	0	0	0	0	0	0
Infrastructure Assets - Drainage	0	34,047	34,047	22,869	39,200	11,178
Infrastructure Assets - Parks & Ovals	0	0	0	590,359	1,012,046	(590,359)
Infrastructure Assets - Levee Systems	0	0	0	0	0	0
Infrastructure Assets - Airport	0	12,524	12,524	362,152	692,260	(349,628)
Infrastructure Assets - Carparks	0	0	O	, o	o l	Ó
Infrastructure Assets - Other Infrasrtucture	0	10,192	10,192	275,919	473,000	(265,727)
Infrastructure Assets - Landfill	0	1,088	1,088	0	175,000	1,088
Capital Expenditure Totals	0	1,380,535	1,380,535	2,268,631	5,739,380	(888,096)

Comments and graphs

SHIRE OF CARNARVON STATEMENT OF BUDGET AMENDMENTS (Statutory Reporting Program) For the Period Ended 31 January 2020

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	123,251	0	123,251	65,998
General Purpose Funding	10,704,565	0	10,704,565	6,780,667
Law, Order and Public Safety Health	202,451	155,300	357,751	121,973
Education and Welfare	92,950	0	92,950	43,053
Housing	180,422 12,269	909	181,331 12,269	134,684 7,154
Community Amenities	2,182,198	10,908	2,193,106	1,885,794
Recreation and Culture	1,912,582	0	1,912,582	200,815
Transport	(464,355)	0	(464,355)	2,174,855
Economic Services	463,121	4,850	467,971	257,124
Other Property and Services	342,953	0	342,953	191,954
Total Operating Revenue	15,752,407	171,967	15,924,374	11,864,071
Operating Expense				
Governance	(1,349,043)	(20,000)	(1,369,043)	(925,120)
General Purpose Funding	(217,130)	0	(217,130)	(126,658)
Law, Order and Public Safety	(1,012,441)	(155,300)	(1,167,741)	(696,708)
Health Education and Welfare	(752,114)	19,750	(732,364)	(444,436)
Housing	(1,204,434) (115,568)	(909)	(1,205,343) (115,568)	(731,218) (75,088)
Community Amenities	(2,683,122)	(10,908)	(2,694,030)	(1,585,292)
Recreation and Culture	(5,330,058)	6,250	(5,323,808)	(3,177,330)
Transport	(9,886,983)	(3,000)	(9,889,983)	(5,786,113)
Economic Services	(1,223,031)	(4,850)	(1,227,881)	(701,964)
Other Property and Services	(274,291)	0	(274,291)	(297,847)
Total Operating Expenditure	(24,048,215)	(168,967)	(24,217,182)	(14,547,774)
Funding Balance Adjustments				
Add back Depreciation	8,636,116	0	8,636,116	0
Non Cash Grants and Contributions	(1,597,263)	0	(1,597,263)	0
Non Cash Change in Accounting Policies	29,217	0	29,217	0
Adjust (Profit)/Loss on Asset Disposal Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	(1,227,738)	3,000	(1,224,738)	(2,683,704)
Net Cash from Operations	(1,227,730)	3,000	(1,224,736)	(2,003,704)
Capital Revenues				
Grants, Subsidies and Contributions	3,574,187	0	3,574,187	1,409,345
Proceeds from Disposal of Assets	0	0	0	0
Proceeds from Sale of Investments	0	0	0	0
Total Capital Revenues	3,574,187	0	3,574,187	1,409,345
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings	(661,442)	0	(661,442)	(391,353)
Office Furniture & Eqipment	(82,803)	0	(82,803)	(82,804)
Plant and Equipment	(278,000)	(3,000)	(281,000)	(171,002)
Infrastructure Assets - Roads	(2,210,236)	0	(2,210,236)	(306,904)
Infrastructure Assets - Footpaths	(112,393)	0	(112,393)	(65,269)
Infrastructure Assets - Bridges	0	0	0	0 (22.850)
Infrastructure Assets - Drainage Infrastructure Assets - Parks & Ovals	(39,200) (1,012,046)	0	(39,200) (1,012,046)	(22,869) (590,359)
Infrastructure Assets - Levee Systems	0	0	(1,012,040)	0
Infrastructure Assets - Airport	(692,260)	0	(692,260)	(362,152)
Infrastructure Assets - Carparks	0	0	0	0
Infrastructure Assets - Other Infrasrtucture	(473,000)	0	(473,000)	(275,919)
Infrastructure Assets - Landfill	(175,000)	0	(175,000)	0
Total Capital Expenditure	(5,736,380)	(3,000)	(5,739,380)	(2,268,631)
Net Cash from Capital Activities	(2,162,193)	(3,000)	(2,165,193)	(859,286)
Financing Proceeds from New Debentures	0	0	0	0
Self-Supporting Loan Principal	0	0	0	0
Transfer from Reserves	1,932,379	0	1,932,379	0
Purchase of Investments	0	0	0	0
Advances to Community Groups	0	0	0	0
Repayment of Debentures	(54,534)	0	(54,534)	(79,955)
Transfer to Reserves	(161,761)	0	(161,761)	(75,420)
Net Cash from Financing Activities	1,716,084	0	1,716,084	(155,375)
3	,		,	. //
Net Operations, Capital and Financing	(1,673,847)	0	(1,673,847)	(3,698,365)
Opening Funding Surplus(Deficit)	4,272,063	0	4,272,063	4,272,063
Classica Founding Complex (D. C. 11)				
Closing Funding Surplus(Deficit)	2,598,215	0	2,598,216	573,699

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

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also 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.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

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

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

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 sale 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. Finance 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 on to the buyer at this point.

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

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

10 to 100 years

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

Duildings

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	10 to 100 years
Furniture and Equipment	3 to 10 years
Plant and Equipment	5 to 20 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/roadbase	50 years
Footpaths - slab	50 years
Bridges	50 years
Levee System	50 years
Tools	5 years
Water supplying piping & drainage systems	75 years
Other Infrastructure	Various

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council 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.

(I) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits) The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

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

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

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

Service Charges

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

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is: "A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives"

The Strategic Community Plan defines the key objectives of the Shire as:

"Economic: A strong, resilient and balanced economy.

Environment: Our unique natural and built environment is protected and enhanced.

Social: Our community enjoys a high quality of life.

Civic Leadership: A collaborative and engaged community."

(s) Reporting Programs

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Visitor Centre, boat ramps, foreshore and Civic Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

STATEMENT OF BUDGET AMENDMENTS (Statutory Reporting Program) For the Period Ended 31 January 2020

Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/	Evaluation of Visions
Operating Revenues	\$	%		Permanent	Explanation of Variance
Governance	(22,716)	(34.42%)	•	Timing	Budget variation due to less than anticipated income received year to date. Budgetted income includes grant funding for trainees, debt recovery for sundry debtors and dividend return for insurance members scheme. Year to Date Budget Profiling issue only.
General Purpose Funding - Rates	0	0.00%			
General Purpose Funding - Other	(7,404)	(0.57%)			
Law, Order and Public Safety	(79,747)	(65.38%)	•	Timing	Budget variation due to less than anticipated income received year to date for the State Emergency Services (SES) operating grant, paid by DFES in quarterly installments.
Health	(26,161)	(60.77%)	•	Timing	Budget variation due to less than anticipated income received year to date for health registration fees and budgetted grant funds for Public Health plan.
Education and Welfare	3,493	2.59%			
Housing	(176)	(2.46%)			
Community Amenities	(71,925)	(3.81%)			
Recreation and Culture	(105,068)	(52.32%)	•	Timing	Budget variation due to less than anticipated income received year to date. Pending income for venue hire across various Shire facilities, income for cinema and live shows etc. Year to Date Budget Profiling issue only.
Transport	(101,287)	(13.23%)	•	Timing	Budget variation due to less than anticipated income received year to date. Pending income from REX Airlines for monthly payments on Airport terminal lease.
Economic Services	(107,019)	(41.62%)	•	Timing	Budget variation due to less than anticipated income received year to date for Visitors Centre income - booking sales, commission sales and holiday planner income. Anticipate this revenue to increase leading into the tourism season for Carnarvon.
Other Property and Services	(76,706)	(39.96%)	•	Timing	Budget variation due to less than anticipated income received year to date. Pending income for Private Works claims. Year to Date Budget Profiling issue only.
Operating Expense					
Governance	174,580	18.87%	•	Timing	Year to Date Budget Profiling issue only. Underspent in general expenditure areas of insurance and building maintenance (to be addressed at mid year review) and Depreciation pending application for 19/20 - will be applied once 18/19 audit is finalised.
General Purpose Funding	18,971	14.98%	•	Timing	Year to Date Budget Profiling issue only. Underspent in admin allocations and debt recovery fees for rates (legal expenses) year to date. This is a timing issue only as we have not formally commenced debt recovery action for 19/20.
Law, Order and Public Safety	165,934	23.82%	•	Timing	Year to Date Budget Profiling issue only. Underspent year to date at the State Emergency Services (SES) operating grant, shared budget for the Community Emergency Services Manager, vehicle operating costs for Rangers and Depreciation pending application for 19/20 - will be applied once 18/19 audit is finalised.
Health	112,658	25.35%	•	Timing	Year to Date Budget Profiling issue only. Underspent at general environmental health expenditure budgets (analytics, pest control, mosquito management etc.) and project work on Shire's Public Health plan (as per CBP).
Education and Welfare	161,399	22.07%	•	Timing	Year to Date Budget Profiling issue only. Underspent at youth services expenditure budget and Depreciation pending application for 19/20 - will be applied once 18/19 audit is finalised.
Housing	10,685	14.23%	•	Timing	Year to Date Budget Profiling issue only. Depreciation pending application for 19/20 - will be applied once 18/19 audit is finalised.

STATEMENT OF BUDGET AMENDMENTS (Statutory Reporting Program) For the Period Ended 31 January 2020

Note 2: EXPLANATION OF MATERIAL VARIANCES (Continued)

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Expense (continued)					
Community Amenities	284,345	17.94%	•	Timing	Year to Date Budget Profiling issue only. Underspent in general operation costs for the Browns Range tip site and Depreciation and pending application for 19/20 - will be applied once 18/19 audit is finalised. Also in areas of general maintenance.
Recreation and Culture	1,088,841	34.27%	•	Timing	Year to Date Budget Profiling issue only. Underspent in general building maintenance, parks and gardens and Depreciation pending application for 19/20 - will be applied once 18/19 audit is finalised.
Transport	4,421,271	76.41%	•	Timing	Year to Date Budget Profiling issue only. Underspent in general roads maintenance and Depreciation. Variance in decreased expenditure for roads maintenance is due to the work being weather dependant - grading of some of the northern raods has commenced and this is as a result of recent rainfall in this area. Application of 19/20 depreciation will take place once 18/19 audit is finalised.
Economic Services	35,627	5.08%			
Other Property and Services	106,433	35.73%	•	Timing	Year to Date Budget Profiling issue only. Underspent in Depreciation pending application for 19/20 - will be applied once 18/19 audit is finalised and pending private works for Dept. Biodiversity, Conservation and Attractions.
Capital Revenues					
Grants, Subsidies and Contributions	(841,616)	(59.72%)	▼	Timing	Variance due to receipt of less than anticipated capital grant funds as at year to date. Includes Road Grants for RRG and RTR. Exec Manager of Infrastructure Services has advised that Roads to Recovery funding is pending as the tender process for the Minilya/Lyndon floodway crossing is to commence and once completed, work will begin on this project. EMIS has submitted claims for the Regional Road Group funding, anticipate to receive funds in the next reporting period. Grant funds are also pending for the Airport as part of the 20/21 RADS and RAUP - Exec Manager of Community to provide further information regarding this Capital project for Carnarvon Airport.
Proceeds from Disposal of Assets	0				
Capital Expenses					
Land and Buildings	(1,011)	(0.26%)			
Office Furniture & Eqipment	28,717	34.68%			
Plant and Equipment	54,193	31.69%			
Infrastructure Assets - Roads	(428,000)	(139.46%)			
Infrastructure Assets - Footpaths	40,749	62.43%			
Infrastructure Assets - Bridges	0				
Infrastructure Assets - Drainage	(11,178)	(48.88%)	•	Timing	Installed new pump station on West Street, works completed sooner than anticipated.
Infrastructure Assets - Parks & Ovals	590,359	100.00%	•	Timing	Delay in works.
Infrastructure Assets - Levee Systems	0				
Infrastructure Assets - Airport	349,628	96.54%	•	Timing	Delay in works.
Infrastructure Assets - Carparks	0				
Infrastructure Assets - Other Infrastructure	265,727	96.31%	•	Timing	Delay in works.
Infrastructure Assets - Landfill	(1,088)				
Financing					
Loan Principal	(1)	(0.00%)			
Loan chilicipal	(±)	(0.00%)			

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 3: NET CURRENT FUNDING POSITION

Current Assets

Cash Unrestricted Cash Restricted Receivables - Rates Receivables -Other Inventories

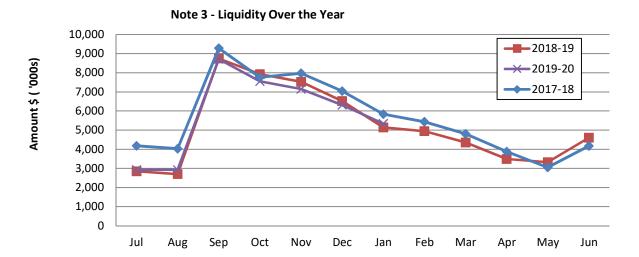
Less: Current Liabilities

Payables Provisions

Less: Cash Reserves Less: Provisions

Net Current Funding Position

	Positive=Surplus (Negative=Deficit)									
Note	YTD 31 Jan 2020	30th June 2019	YTD 31 Jan 2019							
	\$	\$	\$							
4	2,866,733	3,694,372	3,545,531							
4	3,685,682	3,705,040	4,179,369							
6	1,582,002	580,934	1,200,995							
6	1,336,390	1,113,918	1,293,098							
	43,887	45,910	49,502							
	9,514,694	9,140,174	10,268,496							
	(484,431)	(921,623)	(940,136)							
	(743,593)	(743,593)	(745,139)							
	(1,228,024)	(1,665,217)	(1,685,273)							
7	(3,685,684)	(3,705,040)	(4,179,369)							
	743,593	743,593	745,139							
	5,344,579	4,513,512	5,148,990							



Comments - Net Current Funding Position

Shire of Carnarvon NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 4: CASH AND INVESTMENTS

(a)	Cash Deposits
	Cash
	Cash At Hand
	Investments
2	TRUST FUND CASH AT BANK

Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
	2,866,733	9,793,170		9,793,170 2,866,733	ANZ / WATC	At Call At Call
	2,000,733	(6,107,489)	0 472,417	(6,107,489) 472,417	ANZ ANZ	At Call On Hand
	2,866,733	3,685,682	472.417	7.024.832		

Comments/Notes - Investments

Total

The ANZ Shire Trust Investment number 9734-84399 was redeemed in October 2019 and returned to the ANZ Shire Trust Bank account number 9334-09434.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 5: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Classification	Original Budget	Decrease in Available Cash	Current Budget
			\$	\$	\$
11D2	EMERGENCY SERVICES GRANT - STATE EMERGENCY SERVICES (SES EXPENDITURE)	Operating Expenses	34,552	155,300	189,852
1203	EMERGENCY SERVICES GRANT - STATE EMERGENCY SERVICES (SES INCOME)	Operating Revenue	-34,552	-155,300	-189,852
2782	FASCINE MAINTENANCE	Operating Expenses	143,307	10,908	154,215
2773	GRANT	Operating Revenue	-38,250	-10,908	-49,158
1382	OPERATION & MAINTENANCE - HEALTH SERVICES BUILDING (OLD INFANT HEALTH CLINIC)	Operating Expenses	1,300	250	1,550
3242	CARNARVON PARKS & GARDENS	Operating Expenses	1,872,684	-12,080	1,860,604
0302	OPERATION & MAINTENANCE - ADMINISTRATION BUILDINGS	Operating Expenses	156,217	0	156,217
0462	LEGAL EXPENSES	Operating Expenses	30,000	20,000	50,000
0482	SYNERGY SOFTWARE	Operating Expenses	70,000	-5,500	64,500
0532	COMPUTER OPERATIONS	Operating Expenses	291,552	5,500	297,052
0892	OPERATION & MAINTENANCE - DOG POUND	Operating Expenses	4,813	1,880	6,693
1082	SERVICE SECURITY CAMERAS	Operating Expenses	6,758	700	7,458
0912	RANGER SERVICES - OTHER EXPENSES	Operating Expenses	8,137	-4,120	4,017
1102	IMPOUNDED VEHICLES	Operating Expenses	2,920	2,240	5,160
12B2	CRIME PREVENTION PLAN	Operating Expenses	1,600	-700	900
1822	MOSQUITO/VERMIN CONTROL	Operating Expenses	68,714	-20,000	48,714
2202	SENIORS WEEK FUNCTION	Operating Expenses	3,500	909	4,409
3673	SENIORS GRANT (INCOME)	Operating Revenue	-1,487	-909	-2,396
6112	YOUTH SERVICES	Operating Expenses	330,617	-4,000	326,617
6162	BUILDING REPAIRS AND MAINTENANCE - YOUTH SERVICES	Operating Expenses	30,430	4,000	34,430
5382	OPERATION & MAINTENANCE - STAFF HOUSING	Operating Expenses	82,731	0	82,731
2372	REFUSE SITE MAINTENANCE - CARNARVON	Operating Expenses	745,286	-3,290	741,996
2392	REFUSE SITE MAINTENANCE & BINS - CORAL BAY	Operating Expenses	113,700	2,980	116,680
2492	REFUSE COLLECTION - CORAL BAY	Operating Expenses	86,840	1,810	88,650
2992	OPERATION & MAINTENANCE - PUBLIC CONVENIENCES	Operating Expenses	256,349	-1,500	254,849
3182	OPERATION & MAINTENANCE - AQUATIC CENTRE	Operating Expenses	70,060	2,080	72,140
3274	PLANT & EQUP SWIM POOL	Capital Expenses	10,000	3,000	13,000
32C2	OTHER PARKS & GARDENS MTC	Operating Expenses	156,392	1,500	157,892
3662	OPERATION & MAINTENANCE - OTC DISH & SURROUNDS	Operating Expenses	18,207	8,250	26,457
3950	COUNTRY ROADS MAINTENANCE	Operating Expenses	987,544	-3,550	983,994
3980	DRAINAGE MAINTENANCE TOWN	Operating Expenses	167,220	0	167,220
3982	SMALL PLANT PURCHASES - PARKS & GARDENS	Operating Expenses	10,000	-3,000	7,000
3960	URBAN ROAD MAINTENANCE	Operating Expenses	302,143	3,000	305,143
3990	FOOTPATHS	Operating Expenses	184,732	550	185,282
4202	MERCHANDISE PURCHASES - VC	Operating Expenses	136,350	3,500	139,850
4262	AREA PROMOTION/IMPROVMENT	Operating Expenses	171,300	1,350	172,650
4323	REIMBURSEMENTS	Operating Expenses	0	-2,850	-2,850
4722	STAFF TRAINING & MEETINGS	Operating Expenses	80,531	8,000	88,531
4732	EMPLOYEE COSTS	Operating Expenses	942,310	-8,000	934,310
5302	SMALL PLANT PURCHASES - ROADWORKS	Operating Expenses	0	3,000	3,000
7003	MERCHANDISE SALES - INCOME	Capital Revenue	-76,650	-2,000	-78,650
9422	CINEMA KIOSK PURCHASE	Operating Expenses	11,240	-3,000	8,240
			7,439,097	0	7,439,097

Comments/Notes - Budget Amendments

The budget variations noted above for the period ending 31 October 2019, have been amended under existing budget items adopted as part of the 2019/2020 annual budget and in line with the approved Shire of Carnarvon Budget Variation Internal Practice Note guidelines.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 6: RECEIVABLES

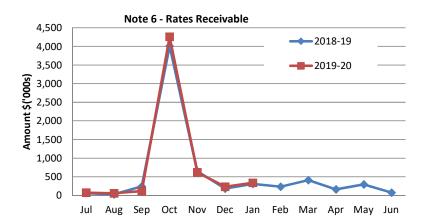
Receivables - Rates Receivable

Opening Arrears Previous Years Levied this year Less Collections to date Equals Current Outstanding

Net Rates Collectable

% Collected

YTD 31 Jan 2020	30 June 2018					
\$	\$					
580,934	359,392					
5,473,775	5,244,727					
(4,472,707)	(5,023,185) 580,934					
1,582,002						
1,582,002	580,934					
73.87%	89.63%					



Comments/Notes - Receivables Rates

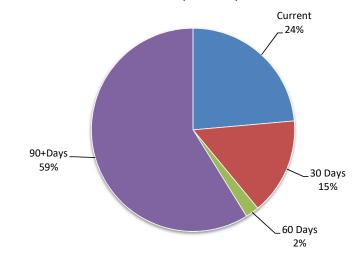
Receivables - General	Current	30 Days	60 Days	90+Days	
	\$	\$	\$	\$	
Receivables - General	15,497	10,127	1,423	38,637	

Total Receivables General Outstanding

65,684

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 7: Cash Backed Reserve

2019-20										
		Amended		Amended		Amended			Amended	
		Budget	Actual	Budget	Actual	Budget	Actual		Budget	
		Interest	Interest	Transfers In	Transfers In	Transfers Out	Transfers Out		Closing	Actual YTD Closing
Name	Opening Balance	Earned	Earned	(+)	(+)	(-)	(-)	Transfer out Reference	Balance	Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Leave Reserve	130,107	542	53	0	0	0	0		130,649	130,160
Plant Reserve	73,746	571	30	0	0	0	0		74,317	73,776
Waste Disposal Reserve	78,399	751	32	0	0	0	0		79,150	78,431
Property Infrastructure Reserve	1,771	7	0	0	0	0	0		1,778	1,771
Staff Housing Reserve	700,419	3,097	286	0	0	(38,645)	0		664,871	700,705
Civic Centre Reserve	62,168	470	25	0	0	0	0		62,638	62,193
I.T. Replacement Reserve	54,162	229	22	0	0	(20,000)	0		34,391	54,184
Airport Reserve	58,977	208	24	0	0	0	0		59,185	59,001
Coral Bay Tip Reserve	21,940	93	9	0	0	0	0		22,033	21,949
Surge/Fascine Wall Reserve	356,131	1,252	146	0	0	(250,000)	0		107,383	356,277
Town Planning Scheme Reserve	1,564	91	0	0	0	0	0		1,655	1,564
Fascine Dredging Reserve	84,594	533	35	0	0	(25,819)	0		59,308	84,629
Flood Mitigation Reserve	11,924	50	5	0	0	0	0		11,974	11,929
OTC/NASA Reserve	8,882	38	4	0	0	0	0		8,920	8,886
Blowholes Reserve	2,851	12	1	0	0	0	0		2,863	2,852
Unspent Grants and Contributions Reserve	1,602,503	39,979	6,151	0	0	(1,587,915)	(26,368)		54,567	1,582,286
Land and Infrastructure Development Reserve	220,112	2,592	90	0	0	(10,000)	0		212,704	220,202
Asset Replacement Reserve	28,985	123	12	0	0	0	0		29,108	28,997
Emergency Response Reserve	202,627	456	83	50,000	0	0	0		253,083	202,710
Mosquito Management Reserve	3,182	6	1	661	0	0	0		3,849	3,183
Country Roads Grading Reserve	0	0	0	60,000	0	0	0		60,000	0
	3,705,043	51,100	7,009	110,661	0	(1,932,379)	(26,368)		1,934,425	3,685,684

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 7: Cash Backed Reserve Continued

Comments/Notes - Reserves

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are outlined as follows:

Name of Reserve	Purpose of the Reserve
Leave reserve	To be used to fund annual and long service leave requirements.
Plant Reserve	To be used to implement the Shire's Plant Replacement Program.
Waste Disposal Reserve	To be used for maintenance or capital expenditure at Browns Range Refuse Site.
Property Infrastructure Reserve	To be used to contribute to replacement of major upgrades on Shire of Carnarvon ablutions
Staff Housing Reserve	To be used for major maintenance and capital purchases with respect to staff housing.
Civic Centre Reserve	To be used for major building and equipment upgrades to Carnarvon Civic Centre.
I.T. Replacement Reserve	To be used to fund the Shire of Carnarvon Information Technology Strategy.
Airport Reserve	To be used to contribute to capital costs in relation to the Carnarvon Airport.
Coral Bay Tip Reserve	To be used for maintenance and capital costs associated with Coral Bay Refuse Site.
Surge/Fascine Wall Reserve	To be used for capital upgrade costs associated with the Fascine Wall.
Town planning Scheme Reserve	To be used to contribute to funding town planning scheme reviews, new scheme & relevant town planning purposes.
Fascine Dredging Reserve	To be used to contribute to funding the fascine dredging program.
Flood Mitigation Reserve	To be used to finance Council's obligations with respect to the Flood Mitigation Stategy.
OCT/NASA Reserve	To be used for the development & conservation of the OTC site.
Blowholes Reserve	To be used to assist with the removal of shack debris and post demolition rehabilitation of shack area.
Unspent Grants and Contributions Reserve	To be used to isolate grants and contributions for specific purposes to be spent at a later date or in subsequent years.
Land and Infrastructure Development Reserve	To be used for the purchase of land and development of infrastructure within the Shire of Carnarvon.
Asset Replacement Reserve	To be used for the replacement and improvement of specified assets within the Shire of Carnarvon in accordance with the Shire's Asset Management.
Emergency Response Reserve	To be used in the preparation for and providing immediate assistance, relief and recovery to the community in response to an Emergency within the Shire of Carnarvon.
Mosquito Management Reserve	To be used for the purpose of delivering services to assist in mosquito management within the Shire of Carnarvon, which includes funding from the Department of Health.
Country Roads Grading Reserve	To be used for the country roads grading program in seasons when the climatic conditions are suitable.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal			posal		Am			
Cost	Accum Depr	Proceeds	Profit (Loss)	Disposals	Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	Comments
\$	\$	\$	\$		\$	\$	\$	
0	0	0	0		0	0	0	

Profit 0
Loss 0

Comments - Capital Disposal/Replacements

As at this period end date, there are no Asset Disposals to report.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

For the Period Ended 31 January 2020

Note 9: RATING INFORMATION	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue S	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue S
Differential General Rate								7	Ž	Ţ	Ţ
GRV	10.4740	1,622	39,737,102	4,162,064	6,545	(395)	4,168,214	4,162,064	15,330	4,464	4,181,858
UV Mining	14.1000	24	498,787	70,329	0	0	70,329	70,329	0	0	70,329
UV Pastoral	7.5966	33	2,725,690	207,060	0	0	207,060	207,060	0	0	207,060
UV Intensive Horticulture (Plantations)	1.3028	167	37,862,500	493,273	0	0	493,273	493,273	0	0	493,273
Sub-Totals		1,846	80,824,079	4,932,725	6,545	(395)	4,938,875	4,932,726	15,330	4,464	4,952,520
	Minimum				-			'			
Minimum Payment	\$										
GRV	1,093	481	3,907,627	525,733	0	0	525,733	525,733	0	0	525,733
UV Mining	229	22	17,196	5,038	0	0	5,038	5,038	0	0	5,038
UV Pastoral	461	7	11,900	3,227	0	0	3,227	3,227	0	0	3,227
UV Intensive Horticulture (Plantations)	902	1	50,000	902	0	0	902	902	0	0	902
Sub-Totals		511	3,986,723	534,900	0	0	534,900	534,900	0	0	534,900
							5,473,775				5,487,420
Amount from General Rates							5,473,775				5,487,420
Ex-Gratia Rates							6,231				6,623
Specified Area Rates							234,963				234,964
Totals							5,714,969]			5,729,007

Comments - Rating Information

The 2019/2020 Shire Rates were levied on the 23rd September 2019.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

	Principal 1-Jul-19	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Loan 213 - Staff Housing	22,088	0	6,076	12,337	16,012	9,751	710	2,337
Loan 216 - Airport Works	349,929	0	20,939	42,197	328,990	307,732	6,556	10,354
	372,017	0	27,015	54,534	345,002	317,483	7,266	12,691

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

The Shire of Carnarvon do not anticipate to source new loan funds in 2019/20.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details		Grant Provider	Approval	2019-20	Variations	Operating	Capital	Recoup Status	
GL				Amended Budget	Additions (Deletions)			Received	Not Received
			(Y/N)	\$	\$	\$	\$	\$	\$
	RPOSE FUNDING								
0071	Grants Commission - General	WALGGC	Υ	3,721,927	0	3,721,927	0	874,508	2,847,420
0111	Grants Commission - Roads	WALGGC	Y	1,278,073	0	1,278,073	0	309,860	968,214
GOVERNANC	E								
05F4	Traineeship Grant	To Be Confirmed upon grant application	Y	33,460	0	33,460	0	0	33,460
LAW, ORDER,	PUBLIC SAFETY								
0805	FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Υ	16,075	0	16,075	0	6,372	9,703
1203	Grant FESA - SES	Dept. of Fire & Emergency Serv.	Y	189,852	0	189,852	0	8,638	181,214
1273	DFES Community Emergency Manager	Dept. of Fire & Emergency Serv.	Y	117,269	0	117,269	0	0	117,269
11E3	Emergency Risk Management	Office of Emergency Management	Y	0	0	0	0	0	0
0843	Security Cameras	Dept. of Industry	Y	0	0	0	0	0	0
COMMUNITY I	DEVELOPMENT								
6063	Every Club	Dept. of Sport and Recreation	Y	0	0	0		10,000	0
1963	Aged Friendly Community Plan	To Be Confirmed upon grant application	N	10,000	0	10,000	0	0	10,000
3673	Seniors Week Grant	Council of the Ageing of WA	N	1,487	0	1,487	0	1,000	487
1393	Indigenous Advancement Strategy	Dept. of Premier & Cabiney	Y	0	0	0	0	0	0
1353	Youth Outreach	Dept of Justice & Family & Child Services	Y	160,000	0	160,000	0	123,000	37,000
HEALTH									
1823	Grants -Mosquito Funding	Dept. of Health	Υ	36,101	0	36,101	0	2,146	33,955
1883	Grants - Public Health Plan	To Be Confirmed upon grant application	Y	15,000	0	15,000	0	0	15,000
COMMUNITY A	AMENITIES								
		Dept. of Transport	Y	49,158	0	49,158	0	0	49,158
RECREATION A	AND CHITTIPE								
3163	Carnarvon Civic Centre - Op Grant	LotteryWest	Υ	121,477	0	121,477	0	0	121,477
3443	Integrated Water Supply Infrastructure	To Be Confirmed upon grant application	Y	50,000	0	0	50,000	0	50,000
3505	Library Activities	Children's Book Council	Y	4,000	0	4,000	0	6,200	0
3653	Lock Hospital Memorial Project	Department of Primary Industries and Reg. Dev.	Y	81,000	0	81,000	0	0,200	81,000
TRANSPORT									
	DDC Cronts Conital Drainets	Perional Read Croup	Y	935 000	0	0	935,000	403 503	421 407
3841	RRG Grants - Capital Projects	Regional Road Group	Y	835,000	0	1	835,000 0	403,503	431,497
4091 3855	Main Roads WA Direct Grant	Main Roads WA	Y	307,193 807,725	0	307,193 0	807,725	279,266	27,927 702,725
4603	Roads to Recovery Regional Airports Development Scheme	Dept. of Infrastructure & Reg. Devlopment Dept. of Infrastructure & Reg. Devlopment	Y	394,840	0	0	394,840	105,000 59,226	335,614
ECONOMIC SEI	DVICES								
		Tourism WA		0	0	0	0	0	0
4A33 4311	Visitors Centre Sustainability Grant Heritage Trail Grant	Tourism WA Tourism WA	Y	0	0	0	0	0	0
TOTALS				8,229,637	0	6,142,072	2,087,565	2,188,718	6,053,119
IUIALS				8,229,037	U	0,142,072	2,087,505	2,188,/18	0,053,119

 Operating
 Operating
 6,061,072
 1,620,989

 Non-Operating
 2,168,565
 567,729

 8,229,637
 2,188,718

Shire of Carnarvon NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 January 2020

Note 12: TRUST FUND

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

	Original Opening Balance for Trust	Trust amounts transferred to Muni under OAG Ruling as at 30 June 19	Amended Opening Balance	Amount	Amount	Closing Balance
Description	1 Jul 19		1 Jul 19	Received	Paid	31-Jan-20
	\$			\$	\$	\$
BUILDING IN TRAINING FUND	3,704	113	3,817	12,044	(2,102)	13,759
CIVIC CENTRE AIRCONDITIONING	51	(51)	0	0	0	0
CIVIC CENTRE HIRE	2,507	(2,507)	0	5,489	(4,829)	660
FOOTPATH DEPOSITS	20,099	(20,099)	0	0	0	0
FOOTPATHS CASH IN LIEU	7,200	0	7,200	0	0	7,200
P.O.S.DEPOSITS	140,374	0	140,374	0	0	140,374
PERTH GLORY FLOOD RELIEF	12,500	(12,500)	0	0	0	0
PRIVATE WORKS	287,059	(47,000)	240,059	1,000	0	241,059
SHIRE FACILITY DEPOSIT	10,309	(10,309)	0	3,670	(3,420)	250
SUNDRY	43,765	(43,765)	0	70,916	(41,698)	29,218
PIONEER CEMETERY	6,934	(6,934)	0	0	0	0
SUSPENSE	16,027	(5,517)	10,510	350	(350)	10,510
UNCLAIMED MONIES	4,479	0	4,479	0	0	4,479
NOMINATION DEPOSIT	0	0	0	0	0	0
VISITORS CENTRE BOOKING SALES	46,233	(46,233)	0	79,373	(58,465)	20,908
Totals for Trust System	601,241	(194,801)	406,439	172,842	(110,864)	468,416
Plus pending interfund Trust transfers posted in January 2020 and cleared from Trust ledger in February 2020.						4,001
Combined totals for Trust system and trust interfund ledger as at this period end - 31 January 2020						472,417

Comments - Trust Note

As part of the reporting standard changes required by the Office of the Auditor General regariding funds kept in a Local Governments Trust account, Note 12 has been amended to correctly reflect our trust funds as per the LGA 1995 section 6.9(1) and section 6.9(3). The changes in reporting standards for Trust funds was made effective across LG organisations as at 30 June 2019. This will be accounted for accordingly in our 2018 2019 Annual Finance Report.

Schedule 8.2.3

SHIRE OF CARNARVON INVESTMENTS HELD AS AT 31 JANUARY 2020

Fund	Amount	Туре	Interest	Term	Maturity Date	Invested with
Municipal	2,259,251.43	Online Cash Management	0.70%	On Call	On Call	ANZ Bank
Trust	472,671.43	Cash Management	Daily return	On Call	On Call	ANZ Bank
Reserves	270.99 1,623,770.40	Cash Management Online Cash Management	Daily return 0.70%	On Call On Call	On Call On Call	ANZ Bank ANZ Bank
Short Term Investments Short Term Investments	123,894.92 1,031,546.32	Term Deposit Term Deposit	0.70% 0.70%	31 Days 31 Days	31.01.2020 31.01.2020	WA Treasury Corp WA Treasury Corp
	5,511,405.49					

5. MATTERS FOR DECISION

5.1 National Redress Scheme – Future Participation of WA Local Governments (05-086-03-0004 KD)

By Kirstie Davis, Policy Manager Community

Recommendation

That State Council:

- 1. Acknowledge the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
- 2. Endorse the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
- 3. Endorse by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

Executive Summary

- The National Redress Scheme (the Scheme) commenced on 1 July 2018.
- The Department of Local Government, Sport and Cultural Industries has led an information and consultation process with the WA Local Government sector about the Scheme since January 2019.
- In July 2019 State Council endorsed, in principle, to participation by WA Local Government in the State's National Redress Scheme declaration emphasising the need for full financial coverage by the State Government.
- A significant advocacy outcome has been achieved with the State Government considering the sector's position and reaching a final position in December 2019 to endorse State Council's position, including the commitment to cover costs relating to redress payments to survivors.
- State Government agencies will again engage with Local Governments in early 2020, to inform of the:
 - 1. State Government's decision and the implications for the sector
 - 2. support to Local Government (financial and administrative) to be provided by the State, and
 - 3. considerations and actions needed to prepare for participation in the Scheme.
- State Government agencies will work with WALGA and all Local Governments over upcoming
 months to ensure that the necessary agreements, decisions, delegations, actions and
 preparations are in place to commence participation in the Scheme from 1 July 2020.

Attachments

<u>Timeline / Critical Actions (WA Local Government Participation in the National Redress Scheme).</u>
Information Paper: 3 February 2020.

Policy Implications

State Council endorsed in July 2019 that:

- 1. WA Local Government participation in the State's National Redress Scheme declaration with full financial coverage by the State, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.
- 2. WALGA continue to promote awareness of the National Redress Scheme and note that Local Governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.

RESOLUTION 66.5./2019 CARRIED

Background

WALGA acknowledges the substantial contribution of the Local Government sector to discuss and hold fast to a unified position on the National Redress Scheme. Furthermore the Association is thankful for the transparent and respectful negotiations with State Government and recognises the significant agreement that has been reached between State and Local Government that will benefit survivors in community.

Further, building on this successful outcome and to ensure a smooth transition Local Governments are requested to be mindful of the timelines and critical actions to prepare for participation in the National Redress Scheme.

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) Commission *Redress and Civil Litigation (September 2015) Report* recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse.

The State Government commenced participation in the Scheme on 1 January 2019. A decision was made at the time of joining the Scheme to exclude Local Governments from the State Government's declaration. This was to allow consultation to occur with the Local Government sector about the Scheme, and for fuller consideration to be given to the mechanisms by which the sector could best participate in the Scheme.

A Cabinet Sub-Committee of the State met in December 2019 and resolved to:

- 1. note the consultations undertaken to date with the Local Government sector about the National Redress Scheme
- 2. note the options for Local Government participation in the Scheme;
- 3. agree to Local Governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor, and
- 4. agree to the DLGSC leading further negotiations with the Local Government sector regarding Local Government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

Comment

An information paper was distributed to all Local Governments on 3 February 2020 in advance of WALGA Zone meetings to:

- 1. outline the State Government's decision
- 2. detail actions that that need to be undertaken by individual Local Governments to prepare for participation in the Scheme, and
- 3. detail considerations, requirements and obligations for individual Local Governments to comply with when participating in the Scheme.

The State Government will work with WALGA to draft a:

- Memorandum of Understanding (MOU) The MOU will capture the overall principles of Western Australian Local Governments participating in the Scheme as State Government institutions and being part of the State's declaration as a necessary document to capture the Local Government sector's best interests.
- 2. Template Service Agreement that will be executed on an 'as needed' basis between State Government and an individual Local Government, if a redress application is received.

The Department of Local Government, Sport and Cultural Industries (DLGSC) and the Department of Justice will work with WALGA / Local Government Professionals and all Local Governments to prepare for participation in the Scheme including:

- 1. identifying appropriate staff to process requests for information
- 2. ensuring Local Governments have delegated authority to an officer to execute a service agreement with State Government if needed
- 3. ensuring Local Government have established appropriate processes and can fulfil Scheme obligations (particularly in terms of confidentiality, record keeping etc.), and

4. gathering the necessary information from all individual Local Governments to commence participation in the Scheme.

This is a significant outcome for the Local Government sector and together with the State Government we will work together to ensure a consistent response for WA survivors accessing the Scheme.

5.2 Submission on Aboriginal Empowerment Strategy (05-032-03-0011 SM)

By Susie Moir, Policy Officer Community

Recommendation

That the submission to the Department of Premier and Cabinet in response to the Aboriginal Empowerment Strategy be endorsed.

Executive Summary

- WALGA has prepared a submission to the Department of Premier and Cabinet in response to the Discussion Paper 'A Path Forward: Developing the Western Australian Government's Aboriginal Empowerment Strategy.
- The Submission supports the development of an Aboriginal Empowerment Strategy to deliver a
 strategic foundation that enables the State Government to work more coherently as a whole, to
 work better with Aboriginal people, communities and organisations, Commonwealth and Local
 Governments, the private and philanthropic sectors and broader society, and which ensures
 transparency and accountability to the Western Australian community.
- The Submission advocates for:
 - 1. The inclusion of principles that specifically recognise the central importance of:
 - Acknowledging the impact of intergenerational trauma and shame and supporting Aboriginal peoples healing and wellbeing.
 - Fostering young Aboriginal peoples' positive aspirations for their future.
 - Education about Aboriginal culture for Aboriginal and non-Aboriginal people.
 - Truth telling.
 - 2. Involving Local Government in the design, development and implementation of State, regional and local action and implementation plans under the Strategy, recognising that the capacity, resources, staff levels and strategic priorities of all Local Governments are different.
 - 3. The clear articulation of the roles and responsibilities of all stakeholders, including Local Government, in the State, regional and local action and implementation plans.
 - 4. Alignment of the measurement and evaluation of the outcomes of the Strategy to a recognised outcomes measurement framework.
 - 5. Alignment of the Strategy with the Reconciliation Action Planning framework to support Local Governments to deliver outcomes that empower Aboriginal people.

Attachments

- 1. Submission in Response to A Path Forward: Developing the Western Australian Government's Aboriginal Empowerment Strategy.
- 2. Letter City of Subiaco here
- 3. City of Wanneroo Submission Aboriginal Empowerment Strategy discussion paper here

Policy Implications

The Item and Recommendation are complementary to existing WALGA policy, for example supporting Local Government Reconciliation Action Planning, conservation and protection of Aboriginal heritage, and improving living conditions and governance in remote communities. Local Government supports Aboriginal people, families and communities being empowered to live good lives and choose their own futures from a secure foundation'.

Background

In December 2019 the State Government released the Discussion Paper 'A Path Forward: Developing the Western Australian Government's Aboriginal Empowerment Strategy'. Aboriginal people, Local Government and a range of other stakeholders were invited to provide feedback on the Discussion Paper.

On 21 January 2020 the Department of Premier and Cabinet and WALGA conducted an information and feedback session for Local Government. A total of 40 representatives from 22 metropolitan, regional and remote Local Governments attended, in person or via webinar. This provided an opportunity for a diverse group of Local Government staff, CEO's and Elected Members from across Western Australia to provide feedback on the Discussion Paper and Strategy, and more broadly on the State Government's Aboriginal Affairs policies. This included a number of Aboriginal Local Government staff.

Additionally, three Local Governments (Shire of Gingin, City of Subiaco and City of Wanneroo) provided written feedback to WALGA for inclusion in the Submission.

WALGA has developed a Submission (attached) on behalf of the Local Government sector.

Comment

The Submission supports the development of an Aboriginal Empowerment Strategy as a tool to facilitate coordination across State Government as a whole, to assist it to work better with Aboriginal people, communities and organisations, Commonwealth and Local Governments, the private and philanthropic sectors and broader society, and which ensures transparency and accountability to the Western Australian community.

Supporting the State Government's proposal to develop an Aboriginal Empowerment Strategy aligns with the principles of the 2017 State – Local Government Partnership Agreement which recognises the commitment of the sectors to work together to improve communication, consultation and good governance, and improve outcomes for all Western Australians. The overall goal for the Strategy is 'Aboriginal people, families and communities being empowered to live good lives and choose their own futures from a secure foundation'.

Supporting the development of an Aboriginal Empowerment Strategy by the State Government will benefit Local Government through the improvement of State Government processes; increased coordination between State Government, Local Government, Aboriginal people and community; local and regional place-based design and delivery of services and programs; enhanced local decision making; and, on a broader community level, improved health and wellbeing outcomes for Aboriginal people which benefits all Western Australians.

Submission in response to

A Path Forward: Developing the Western Australian Government's Aboriginal Empowerment Strategy

4 March 2020

Contact:

Susie Moir

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Introduction

The Western Australian Local Government Association (WALGA) is the united voice of Local Government in Western Australia. The Association is an independent, membership-based group representing and supporting the work and interests of 138 Local Governments in Western Australia.

The Association provides an essential voice for 1,222 Elected Members and approximately 15,000 Local Government employees as well as over two million constituents of Local Governments in Western Australia. The Association also provides professional advice and offers services that provide financial benefits to the Local Governments and the communities they serve.

The Association acknowledges the place of Aboriginal people as valued staff members, community members, residents and ratepayers of Local Government in Western Australia.

WALGA is committed to advancing the vision for Local Government in Western Australia where:

- a. Local Governments will be built on good governance, autonomy, local leadership, democracy, community engagement and diversity;
- b. Local Governments will have the capacity to provide economically, socially and environmentally sustainable services and infrastructure that meets the needs of their communities.

The 2017 State – Local Government Partnership Agreement seeks to strengthen the partnership between the State and Local Government sectors for the benefit of local communities, and recognises the commitment of the sectors to work together to improve communication, consultation and good governance.

General Comments

The Association appreciates the opportunity to respond to the Discussion Paper 'A Path Forward: Developing the Western Australian Government's Aboriginal Empowerment Strategy', and further has valued the opportunity for our members to engage in discussion with, and provide feedback directly to, the Department of Premier and Cabinet at an Info-session held on 21 January 2020 at WALGA.

The Aboriginal Empowerment Strategy aims to deliver a strategic foundation that enables the State Government to work more coherently as a whole, and allow it to work better with Aboriginal people, communities and organisations, Commonwealth and Local Governments, the private and

philanthropic sectors and broader society. The whole-of-government strategy also aims to ensure transparency and accountability to the Western Australian community.

This Submission is informed by the Associations' Policy Positions on relevant matters, feedback garnered form our members at the Info-session on 21 January 2020, and written feedback received from three Local Governments.

The Association and its Local Government members are generally supportive of the content and direction of the Discussion Paper and the proposed Aboriginal Empowerment Strategy.

WALGA's Policy Positions

Many of the goals, elements and principles outlined in the Discussion Paper align with Association Policy Positions. These include:

- 1. The Association supports the efforts of the Local Government sector to recognise and respect Aboriginal cultural practices and places of meaning, through the development of Reconciliation Action Plans. The Association recognises that many Aboriginal places and objects remain significant in the lives of Aboriginal people today and contribute to an understanding by the whole community of our place and history. Reconciliation is about building better relationships between Aboriginal and Torres Strait Islander peoples and the wider Australian community for the benefit of all Australians (Position Statement 3.1.2 Reconciliation).
- 2. The Association is supportive of conserving and protecting the State's Aboriginal heritage. The Association supports the conservation and protection of Aboriginal cultural heritage in Western Australia and acknowledges the importance to Aboriginal people of their cultural heritage and the central role that cultural heritage and access to country plays in their health and wellbeing. As land managers and land use planning decision-makers, Local Government plays an important role in many activities that have the potential to protect and impact Aboriginal cultural heritage (Position Statement 3.1.3 Aboriginal Heritage Act 1972 and South West Native Title Settlement).
- 3. The Association is supportive of efforts to improve the living conditions and governance in remote Aboriginal communities that currently receive municipal and essential services such as power and water, to a level that is similar to other Australians, living in towns and cities. There are approximately 280 discrete Aboriginal Communities in Western Australia accommodating approximately 17,000 Indigenous people across 26 Local Governments (Position Statement 3.1.1 Service Delivery to Aboriginal Communities).
- 4. The Association acknowledges Noongar people as the traditional owners of the South West Region (Position Statement 3.1.3 Aboriginal Heritage Act 1972 and South West Native Title Settlement).
- 5. The Association supports improving health outcomes for all Western Australians through the investment in and provision of infrastructure and delivery of services in partnership with health professionals, and through public health planning in accordance with the Public Health Act (2016). Local Governments make a significant contribution to improving, promoting and protecting the health of communities. Through evidence based policy development and planning Local Government can create supportive environments that can help prevent a range of chronic diseases and influence the health and wellbeing of communities (Policy Position 3.2 Health).

6. Local Government supports Aboriginal people, families and communities being empowered to live good lives and choose their own futures from a secure foundation.

Member Feedback at Info-session on 21 January 2020

On 21 January 2020, WALGA held an Info-session and webinar which was attended by 40 representatives from 22 metropolitan, regional and remote Local Governments. This provided an opportunity for a diverse group of Local Government staff, CEO's and Elected Members from across Western Australia to provide feedback on the Discussion Paper and Strategy, and more broadly on the State Government's Aboriginal Affairs policies. This included a number of Aboriginal Local Government staff.

Key themes that emerged during the Info-session were:

- The importance of improving education, employment, health and housing outcomes for Aboriginal people as a matter of urgency. The important role that Local Government plays in supporting and facilitating improved outcomes in these areas, was highlighted.
- Key principles that should underpin the Strategy are: addressing and responding to the
 intergenerational trauma and shame that Aboriginal people have experienced as a result of
 historical governmental policies and dispossession of land, supporting young Aboriginal
 people to have positive aspirations for their future, and acknowledging the need for healing.
- The Strategy should explicitly recognise the central role of truth telling as a means of both educating broader society and assisting with the healing of past hurts and trauma.
- Actions that encourage the sharing of cultural understanding and respect, for example engaging Aboriginal Advisory Groups, cultural awareness training, and opportunities for Aboriginal and non-Aboriginal people to interact, play a key role in building positive relationships between communities. Positive change often happens at a local level but is not adequately recognised or supported by State, and sometimes Local, Government, due to funding and administrative constraints. The implementation plans that are developed pursuant to the Strategy need to be innovative and responsive to the local context. The State Government needs to commit to support the initiatives put in place by local communities.
- The Strategy should recognise the important role that reconciliation champions and allies play in supporting Aboriginal people through partnerships and advocacy, which is something that many Local Governments excel at.
- Increased resourcing and improvements to grant and funding processes that provide stronger support to community organisations would result in better outcomes for Aboriginal and wider communities.
- Through education at primary, secondary and tertiary level much can be done by the State
 and Commonwealth Governments to ensure that students are educated about Aboriginal
 culture and history. Teachers need additional support to become culturally sensitive and
 aware and to improve their skills in teaching Aboriginal children.
- The Strategy needs to include a mechanism to ensure that Aboriginal people and culture are at the centre of decision making, because often Aboriginal people's own ideas and solutions have been overlooked.

- Local Government were interested to understand more about how the Strategy will be implemented, funded and resourced at the regional and local level, what role District Leadership Groups may play, and how they can be involved in the discussions around that implementation framework.
- Many Local Governments have partnerships with many Aboriginal communities, and some Local Governments (for example, the Shire of Halls Creek) are akin to Aboriginal Community Controlled Organisations as they have primarily Aboriginal populations including decision makers (Elected Members) and residents.

Recommendations

- 1. The Association supports the inclusion of principles that specifically recognise the central importance of:
 - Acknowledging the impact of intergenerational trauma and shame and supporting Aboriginal peoples healing and wellbeing.
 - Fostering young Aboriginal peoples' positive aspirations for their future.
 - Education about Aboriginal culture for Aboriginal and non-Aboriginal people.
 - Truth telling.
- Local Government should be involved in the design, development and implementation
 of State, regional and local action and implementation plans under the Strategy,
 recognising that the capacity, resources, staff levels and strategic priorities of all Local
 Governments are different.
- 3. The roles and responsibilities of all stakeholders, including Local Government, should be clearly articulated in the State, regional and local action and implementation plans.
- 4. The State Government consider aligning the measurement and evaluation of the outcomes of the Strategy to a recognised outcomes measurement framework
- 5. Aligning the Strategy with the developing State Reconciliation Action Planning Framework that will support Local Governments to deliver outcomes that empower Aboriginal people.

Response to Specific Questions

The Discussion Paper requested feedback to a set of specific questions. The Association provides the following in response.

1. Are the main ideas right? Do you agree with the description of the overall goal, principles, strategic elements and framework? Would you change or add anything?

The Association agrees that the main ideas are right and with the description of the overall goal, principles, strategic elements and framework.

The Association supports the inclusion of **principles** that specifically recognise the central importance of the following in empowering Aboriginal people:

 Acknowledging the impact of intergenerational trauma and shame and supporting Aboriginal peoples healing and wellbeing;

- Fostering young Aboriginal peoples' positive aspirations for their future;
- Education about Aboriginal culture for Aboriginal and non-Aboriginal people; and
- Truth telling.

Responses from the Local Government sector further provided:

- Consider including under 'Principles Culture and Country' that the role of the Government is
 also to recognise and acknowledge the dynamics, geographical sensitivities and conflicts
 between Aboriginal peoples and groups and with non-Aboriginal people, to support effective
 communication and assist stakeholders to work together to create good lives.
- Examining the framework of the strategy through a gender lens would be a meaningful addition given the additional hardship and disadvantage that Aboriginal women and girls face. Questions in relation to gender that the Strategy could address include 'How will the identified disadvantages be addressed at a gender level within the Strategy?', 'How are Aboriginal women and girls going to be empowered in engagement and decision-making to ensure disadvantage is not a barrier to inclusion in the Strategy and its implementation?' and 'How will the separation of women's and men's business within Aboriginal culture be considered and/or acknowledged within the Strategy and its implementation?"

2. Are we using the right words?

The Association is supportive of the Strategy using specific words and language that are supported by the Aboriginal community.

Responses from the Local Government sector further provided:

- 'Key elements' and 'Key Ideas' are ambiguous, 'Recommendations' may be preferable.
- Additional terms that may enhance the 'Empowerment: Foundations and Futures' tree diagram include Justice and Equity, collaboration and partnerships, civic participation and a sense of place and belonging.

3. What else should we be thinking about?

Many Local Governments have Reconciliation Action Plans (RAPs) which provide a framework for promoting and facilitating respect, trust and positive relationships between the community and Aboriginal people. Ensuring that the Strategy aligns with the principles of RAPs will support and facilitate Local Government to seek outcomes that align with both. Involving Reconciliation Australia and Reconciliation WA in the development of the Strategy would assist in this process.

City Deals and Regional Deals provide a powerful mechanism to deliver place based initiatives through partnership between Commonwealth, State and Local Government. The <u>Barkly Regional Deal</u>, entered into in the Northern Territory in 2019, is the first regional deal in Australia and aims to improve the productivity and liveability of the Barkly region by stimulating economic growth and improving social outcomes. Key components include 28 economic, social and cultural initiatives to be implemented in the region, a 10 year time frame and community governance framework.

<u>OCHRE: NSW Government Plan for Aboriginal affairs: education, employment and accountability</u>, is developed around a core belief in fostering aspirations, identifying opportunities and promoting responsibilities, emphasises a number of key factors including partnerships over paternalism, local solutions over 'one size fits all', and recognises the importance of healing. The major initiatives under

OCHRE address linking education and employment, teaching of Aboriginal culture and language, local decision making (including working together through partnerships and networks), and accountability. The 2018 Five Year Review of OCHRE found that to deliver what the Aboriginal community wants, better resourcing and ongoing community engagement and control were necessary in the mid to long term. The OCHRE framework and approach provides a useful case study in a methodology for developing and delivering partnerships between Government and Aboriginal peoples.

Responses from the Local Government sector provided:

- Early and continuous engagement with Local Government about the development of the Strategy will provide tangible benefits to Aboriginal people because Local Governments work directly with community at the grassroots level, driving change and implementing actions that align with State Government priorities.
- Reference in the Strategy to the Uluru Statement from the Heart would articulate the State Government's commitment to empowering Aboriginal people.
- With respect to Key Element 3 Enabling Aboriginal led solutions through improved service commissioning and grant-making, and discussion on page 24 about the Framework, consideration should be given to aligning the approach to the WA Council of Social Services (WACOSS) Outcomes Measurement Framework. This provides a hierarchy of outcomes and indicators which provide the architecture for a whole-of-government and a whole-of-sector approach to service delivery, with a focus on outcomes and people rather than outputs and programs.
- With respect to Key Element 3 Enabling Aboriginal led solutions through improved service commissioning and grant-making, and discussion on page 24 about the Framework, consideration should be given to aligning the approach with the <u>State Public Health Plan</u> Objective 3 'Improving Aboriginal Health and Wellbeing', which underpins relevant Local Government public health planning.
- Developing supporting tools and resources under the Strategy for Local Government will assist them to pursue opportunities to empower Aboriginal people that align with the Strategy.

Conclusion

The Association has valued being consulted about the development of the Aboriginal Empowerment Strategy and welcomes opportunities for further engagement and collaboration.

The Association supports Aboriginal people, families and communities being empowered to live good lives and aspire to futures of their own choosing from a secure foundation. Local Government is in a unique position, as the level of government closest to the community, to support the empowerment of Aboriginal people.

Appendix

City of Subiaco Consultation Submission, 20 January 2020 City of Wanneroo Submission, 22 January 2020

5.3 WALGA Submission on Independent Review of the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)

By Nicole Matthews, Environment Policy Manager

Recommendation

That the submission on the Independent Review of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC) be endorsed.

Executive Summary

- The EPBC Act is Australia's central piece of national environmental law, focusing on matters of national environmental significance (MNES).
- The EPBC Act must be independently reviewed every 10 years. Professor Graeme Samuel AC, has been appointed to undertake the second review of the Act which will report in October 2020.
- A Discussion Paper seeking comment on the operation of the EPBC Act was released in November 2019, closing on 17 April 2020. It is intended that responses to the discussion paper will help inform the next steps in the review.
- The WALGA submission recognises the significant interaction that WA Local Governments have with environmental legislation at both the State and Commonwealth level and highlights and makes recommendations on matters of concern to the sector.
- The submission notes that many Local Governments find the Commonwealth assessment process both confusing and cumbersome, strongly supports the need for a bilateral agreement between the State and Commonwealth to facilitate a single environmental assessment and approval process and recommends an increased emphasis on strategic assessments and bioregional planning rather than assessments of individual actions, better engagement with Local Government and other improvements to the EPBC Act.

Attachment

Draft WALGA submission on the Discussion Paper for the Independent review of the EPBC Act.

Background

The EPBC Act has a requirement that it be reviewed every 10 years. This is the second review, with the first one, the Hawke review, completed in 2009. Amendments to the EPBC Act needed to give effect to recommendations in the Hawke Review were never considered by the Australian Parliament, and there has been little in the way of EPBC Act reform since then.

The Commonwealth Government appointed Professor Graeme Samuel AC as the independent reviewer, who is supported by a panel of four experts. A <u>Discussion Paper</u> was released by Professor Samuel in November 2019, with public submissions closing on 17 April 2020. Responses to the discussion paper will inform the draft review report due in June 2020, which will propose specific changes to the EPBC Act and its operation.

To facilitate sector engagement on the Issues Paper, WALGA:

- alerted the sector of its release in November 2019 via an article and InfoPage in WALGA newsletters, by direct email to key contacts and on the WALGA website, and
- provided a draft submission to the sector and directly to CEOs via email correspondence from the WALGA CEO on 16 December 2019, for feedback by 13 January 2020.

Officer comments on the draft WALGA submission were received from 3 Local Governments: The Cities of Joondalup and Rockingham and the Shire of Augusta Margaret River. All comments received were broadly supportive of WALGA's draft submission.

Comment

The draft WALGA submission notes that Local Governments have significant interactions with environmental legislation at both the State and Commonwealth level in relation to their land use planning responsibilities and in their role as land owners and managers, but that that many Local Governments find the Commonwealth assessment process both confusing and cumbersome.

The key areas of concern and recommendations made in the submission, are:

- ongoing environmental decline and loss of biodiversity suggest that the Key Objects of the EPBC Act related to ecologically sustainable development and conservation of biodiversity are not being met, partly due to a continued emphasis on assessment of individual actions rather than strategic assessment and bioregional planning
- options to overcome the barriers to the use of strategic assessments should be investigated, including amendments to the EPBC Act to compel strategic assessment of impacts on MNES in particular circumstances
- there should be greater use of bioregional planning, and involvement of Local Governments in the development of these plans
- greater cooperation between Local Government and the Commonwealth on environmental matters, including for strategic assessment and bioregional planning, should be included within the Objects of the EPBC Act
- continued reporting on progress towards ecologically sustainable development and the State
 of the Environment is supported but it is noted that there is a significant lack of data to
 facilitate these reports. WALGA recommends greater involvement by Local Government in
 any expanded data collection efforts and any necessary changes to the EPBC Act and its
 operation to support this
- support for the implementation of a bilateral agreement between the Commonwealth and Western Australia for both environmental assessment and approvals
- the Department should increase its regional presence, including through the placement of officers in WA or establishing dedicated service units for each State and Territory within the Department in Canberra
- that the EPBC Act be amended to provide for an independent agency/board to carry out assessments, oversee the implementation of the Act and to provide independent advice to the Minister as required, as is the case in WA
 - this would improve the transparency of assessments under the EPBC Act, and environmental protection in general, and would improve trust in the system.
- the operations of the EPBC Act could be streamlined by:
 - o moving to a single national list of threatened species, and ecological communities,
 - o having a single national offsetting policy and process
 - strengthening the processes by both the Department and proponents for early engagement with stakeholders, and
 - developing key performance indicators for the assessment process and the publication of performance against these indicators.
- that a trigger for large scale emissions of greenhouse gas emissions be considered for inclusion in the EPBC Act, and

notwithstanding the challenges of regulating land clearing at a national level and the difficulties in operationalising a land clearing trigger as an MNES under the EPBC Act, the review should consider options to address this issue.

Independent review of the EPBC Act

Submission

January 2020

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About us

The Western Australian Local Government Association (WALGA) is the peak industry body for Local Government in Western Australia. WALGA is an independent, membership-based organisation representing and supporting the work and interests of 138 Local Governments in Western Australia.

WALGA provides an essential voice for approximately 1,222 Elected Members and approximately 22,000 Local Government employees as well as over 2.5 million constituents of Local Governments in Western Australia. WALGA also provides professional advice and offers services that provide financial benefits to the Local Governments and the communities they serve.

WALGA's governance structure is comprised of WALGA State Council, the decision making representative body of all Member Councils, responsible for sector-wide policy making and strategic planning on behalf of Local Government, and Zones, (5 metropolitan and 12 country), groups of geographically aligned Member Councils responsible for direct elections of State Councillors, providing input into policy formulation and providing advice on various matters.

WALGA's overall comments

WALGA welcomes the opportunity to comment on the Independent Review of the EPBC Act Discussion Paper. [Local Governments have been consulted in the development of this submission and it has been endorsed by WALGA State Council].

Local Governments have significant environmental management responsibilities, as recognised in the 1997 Heads of Agreement on Commonwealth and State Roles and Responsibilities for the Environment, of which the Australian Local Government Association was a signatory along with the Commonwealth and all States and Territories and which provided the basis for the EPBC Act.

The specific responsibility of Western Australian Local Governments in this area is spelt out in the *Local Government Act 1995*, which requires that:

In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity. (S 1.3 (3))

Local Governments in Western Australia have significant interaction with environmental legislation at both the State and Commonwealth level in relation to their land use planning responsibilities and in their role as land owners and managers.

WALGA notes that the discussion paper is intended as the first step in the review process where the review panel is seeking to "identify those areas where reform will deliver the greatest benefit for the environment, business, and the community, while maintaining strong environmental standards." (p3). This submission will, therefore, address high level matters of concern to Local Governments in WA.

WALGA would welcome the opportunity to meet with Professor Samuel AC and the Expert Panel as the review progresses.

Specific comments

a. Addressing environmental decline and the effectiveness of the EPBC Act

The Discussion Paper refers to the overall decline in the natural environment in Australia, notably,

The 2016 State of the Environment Report identifies changing land use, habitat fragmentation and degradation, climate change and invasive species as key pressures on Australia's environment. Many Australian species and habitats are in decline and the rate of this decline does not appear to be slowing. There have been permanent changes for some species and habitats as a result of past activities and ongoing impacts from invasive and feral animals and plants. While some ecosystems — such as oceans — are considered to be in good condition, further declines in habitat and biodiversity are expected. (p13)

Since the beginning of the Act, there have been some clear improvements in some areas, including substantial expansion to the network of parks and protected areas. However, many parts of Australia's environment and heritage continue to decline. (p16)

It is acknowledged that there are many factors that have led to this on-going decline in our natural environment, including policies and actions of all levels of government, including Local Government, and the actions of business and individuals. However, decisions made under the EPBC Act, including the different priorities given to different parts of the Act, have had a role to play.

Considerable effort and departmental resources have gone into the environmental assessment and approvals of actions, with relatively little effort going into strategic assessments and bioregional planning, both of which are provided for under the EPBC Act. However, it is generally accepted in the literature on impact assessment that assessment at the level of individual actions can rarely address the broader issues of cumulative impacts, regional losses of biodiversity and overall threatening processes. WALGA recommends that regional planning and strategic assessments be utilised to address these broader issues. This is discussed further later in this submission.

WALGA considers that the EPBC Act is flawed in this regard because actions that could have impacts on Matters of National Environmental Significance (MNES) are required to be referred to the Minister, whereas strategic assessments and bioregional planning can only be carried out with the agreement and cooperation of the relevant authorities. Whilst it is acknowledged that effective strategic assessment and bioregional planning requires the cooperation of the key agencies and stakeholders, WALGA recommends that the EPBC Act should be strengthened to allow the Commonwealth Minister and the Department to give more attention to these parts of the Act.

It is noted that Section 522A of the EPBC Act requires that the statutory review examine "the extent to which the Objects of the Act have been achieved." Two of the existing Objects of the Act are:

- b) to promote ecologically sustainable development through the conservation and ecologically sustainable use of natural resources, and
- c) to promote the conservation of biodiversity

Given the ongoing decline in the natural environment and loss of biodiversity, it is difficult to conclude that these Objects are being met, and that a continued emphasis on assessment of actions will not address the ongoing decline. As noted above, WALGA recommends that the EPBC Act be strengthened to better facilitate strategic assessment and bioregional planning.

More detailed discussion of both strategic assessment and bioregional planning is provided below.

It is also important to recognise that the implementation of the EPBC Act has never been properly funded. WALGA recommends that a long term plan for funding important mechanisms under the EPBC Act be established, such as bioregional plans and for gathering data needed to inform decision making.

b. The 2009 Hawke Review and the role of Local Government

The first statutory review of the EPBC Act completed in 2009 and carried out by Alan Hawke (the Hawke Review) made 71 recommendations. The Australian Government's 2011 response to the Review was framed around four key themes:

- a shift from individual project approvals to strategic approaches including new regional environment plans
- streamlined assessment and approval processes
- better identification of national environmental assets, including through provision to list 'ecosystems of national significance' as a matter of national environmental significance under the EPBC Act, and
- cooperative national standards and guidelines to harmonise approaches between jurisdictions and foster cooperation with all stakeholders.

It is regrettable that the amendments to the EPBC Act needed to implement the Government's response were never considered by the Australian Parliament and there has been little in the way of EPBC Act reform (despite a subsequent Australian Government commitment to create a 'one-stop-shop' for environmental approvals).

Most of the recommendations of the Hawke Review and the Government's response are still relevant in 2019. WALGA recommends that a priority for this current review should be to re-examine these recommendations and assess their applicability in 2019.

A number of these are relevant to Local Government.

First, the Hawke Review recommended that the Objects of the Act be re-cast taking into account several factors, including that the Minister should "promote co-operation with State, Territory and Local Government in environmental protection and management" (*Recommendation 3, p17*). WALGA supports greater cooperation between Local Government and the Commonwealth on environmental matters and recommends that the Objects of the EPBC Act be revised to give effect to this recommendation.

Second, the Review examined Section 516 of the Act, which requires Commonwealth agencies to report on progress towards ecologically sustainable development (ESD), and the Department to prepare State of the Environment (SoE) reports every 5 years. Whilst the Hawke Review endorsed the value of both these reporting requirements and called for a set of National Environmental Accounts to be developed, it noted deficiencies in implementation largely related to a significant lack of data. The Review concluded that Local Governments should be involved in any upgraded data collection process which would also have a secondary benefit of "strengthening the capacity of Local Government land-use planning decision-making." (*Recommendation 67, p320*). WALGA supports

greater involvement in any expanded data collection in support of national environmental auditing and SoE reporting, and supports changes to the EPBC Act and its operation to give effect to this recommendation.

c. Bioregional planning

WALGA supports the greater use of bioregional planning and the involvement of Local Governments in the development of these plans. Bioregional planning is the most appropriate mechanism to address cumulative impacts and key threatening processes, and to begin the process of reversing environmental decline in key areas. Whilst such plans have no legislative status, it is noted that Section 176 (5) of the EPBC Act requires the Minister to have regard to a bioregional plan in making any decision under this Act to which the plan is relevant.

The Act does not constrain the scope of a bioregional plan to only MNES, and allows broader issues of biodiversity to be considered. This is a key strength of these plans and would allow the broad issue of biodiversity loss to be addressed at a strategic level and in a cooperative manner.

The Hawke Review recommended an expanded role and use of bioregional plans:

Recommendation 6

- 1. The Review recommends that the Australian Government:
 - a. expand the role of strategic assessments and bio-regional plans so that they are used more often, and
 - b. strengthen the process for creating these plans and undertaking these assessments, so they are more substantial and robust.
- 2. The Review further recommends that the Act be amended to provide:
 - a. for bio-regional plans to -
 - 1. change the terminology from 'bio-regional plans' to 'regional plans'
 - 2. allow the Commonwealth to unilaterally develop regional plans, and
 - 3. ensure that the process for delineating a region for the purpose of the Act is flexible.

Section 176 (2) allows the Minister, with the cooperation of the relevant stakeholders, to prepare a bioregional plan for any region, whether it covers a Commonwealth area or not. Section 176 (3) allows the Minister to provide funds for the preparation of a bioregional plan, but the Act does not currently allow the Minister to provide funds for the implementation of an approved plan. Implementation will likely require cooperation between all levels of government and all relevant stakeholders, and providing adequate funding will be a critical factor in ensuring the success of a plan. WALGA recommends that a clause be added to this part of the Act that allows the Minister to provide funds for the implementation of an approved plan.

The WA Government recently released an Issues Paper on native vegetation, and it proposed to adopt a bioregional approach to the management of and decision making about native vegetation. Bioregional planning by the Commonwealth could readily be complementary with the WA approach. Local Government would be a key contributor in any bioregional planning.

d. Strategic assessments

A key concern for Local Governments' statutory land use planning responsibilities is that many environmental impact assessments by the Commonwealth happen late in the planning process, mostly at subdivision stage (at the time when an 'action' as defined under the EPBC Act is about to occur), when all of the major upstream decisions on land allocation have already been made. Some outcomes of these assessments have required broad land use planning decisions to be revisited to accommodate those changes, which is both costly and time consuming. To this end, WALGA recommends the greater use of strategic assessments to avoid these problems. It is noted that the

Hawke Review also recommended the greater use of strategic assessments, in part, to provide for a more streamlined approvals process as it would avoid assessments at later stages of the planning process and provide greater certainty for developers and planners:

Recommendation 4

The Review recommends that the Commonwealth work with the States and Territories as appropriate to improve the efficiency of the Environmental Impact Assessment (EIA) regime under the Act, including, through:

1. greater use of strategic assessments.

Recommendation 6

- 1. The Review recommends that the Australian Government:
 - a. expand the role of strategic assessments and bio-regional plans so that they are used more often, and
 - b. strengthen the process for creating these plans and undertaking these assessments, so they are more substantial and robust.
- 2. The Review further recommends that the Act be amended to provide:
 - a. for bio-regional plans to -
 - 1. change the terminology from 'bio-regional plans' to 'regional plans'
 - 2. allow the Commonwealth to unilaterally develop regional plans, and
 - 3. ensure that the process for delineating a region for the purpose of the Act is flexible.
 - b. for strategic assessments to
 - i. specify mandatory required information for strategic assessments
 - ii. insert an 'improve or maintain' test for the approval of a class of actions in accordance with an endorsed plan, policy or program
 - iii. enhance provision for public engagement, and
 - iv. create a 'call in' power for plans, policies and programs likely to have a significant impact on matters of National Environmental Significance, and amending the term 'action' to incorporate these plans, policies or programs.

Local Governments would welcome the greater use of strategic planning and would support changes to legislation that would facilitate this. However, given the current cost recovery model used by the Commonwealth for assessments, WALGA supports the finding of the Hawke Review that applying cost recovery for strategic assessments would act as a disincentive to the greater use of strategic assessments.

It is also worth highlighting that the 2018 Review of the interactions between the EPBC Act and the agriculture sector also noted the need for strategic approaches rather than case by case assessments. The 2018 Review noted that:

The need for a more proactive approach to protecting MNES in regions where agricultural development does or will impact upon MNES health was a recurring theme in consultations undertaken for this Review. Reactive assessment and approval of multiple individual actions in a single area is unlikely to be an appropriate strategy to ensure the long-term viability of agriculture in that region, nor will it necessarily result in the conservation outcomes sought through the EPBC Act (p 63-64)

Of particular concern is that the Act itself, and hence the approach to its implementation, cannot adequately account for the cumulative impacts of multiple individual projects, and so is driving isolated decision making rather than landscape-scale decision making (p64)

Notwithstanding these recommendations, the uptake of strategic assessments has remained relatively low. WALGA recommends that the review should, therefore, investigate barriers to the use of strategic assessments and make recommendations as to how these can be addressed. This could include consideration of amendments to Section 146 of the EPBC Act relating to strategic assessments to allow the Minister to compel assessment of impacts on MNES via a strategic assessment in particular circumstances, projects or areas.

e. Assessment of actions, involving MNES

Local Governments can be proponents for assessments under the EPBC Act mostly for actions involving clearing of native vegetation for its infrastructure needs, notably roads, and for certain proposals within World Heritage areas or areas subject to International Treaties (for example Ramsar wetlands). As well, Local Governments have a significant role to play in land use planning, which can be impacted by decisions related to assessments of MNES on subdivisions or developments.

With respect to Local Governments as proponents of action impacting on MNES, many Local Governments, especially the smaller regional ones, find the Commonwealth assessment process both confusing and cumbersome. In most of these assessments, the action would also be subject to an assessment under the WA *Environmental Protection Act (1986)* (WA EP Act). Joint assessments under a bilateral agreement with the State Government can reduce this complexity for Local Governments. WALGA supports recent calls by the WA State Government for the implementation of bilateral agreements for both assessment and approvals, which would be facilitated by proposed changes to the WA EP Act.

Irrespective of whether an approval bilateral is agreed to or not, policies related to MNES will have a strong influence on the outcomes of any assessment of MNES, and WALGA recommends that the provisions of these polices and their implications are communicated to all stakeholders in WA, including Local Governments. In addition, WALGA recommends these policies be developed with a clear understanding of the local context in WA.

In this regard WALGA recommends that options be considered to improve communication with and access to Commonwealth Environment Departmental officers. This could include increasing the regional presence of the Department, including through the placement of officers in WA or establishing dedicated service units for each State and Territory within the Department in Canberra. Such arrangements would help to ensure that assessments are both effective and efficient in protecting MNES, more likely take into account local knowledge, and help in addressing any local concerns in a timely and comprehensive manner. A local presence could also assist with compliance and enforcement.

f. Improving transparency to ensure better use of information, accountability and trust in the system (Review guiding principle d)

A key way to improve the transparency of assessments under the EPBC Act, and environmental protection in general, and to improve trust in the system, is to introduce a greater level of independence in the administration of the Act. One of the strengths of the WA EP Act is having an independent agency carrying out the key purposes of the Act, WALGA recommends that the EPBC Act be amended to provide for an independent agency/board to carry out assessments, oversee the implementation of the Act and to provide independent advice to the Minister as required. The Hawke Review made a similar recommendation (71):

The Review recommends that an independent National Environmental Commissioner and National Environment Commission be established under the Act and supported by DEWHA.

Transparency would also be improved with the publication of a greater range of information, in particular:

- advice and reports provided to the Minister in support of decisions made
- clear statement of reasons for all decision making made under the EPBC Act, and
- compliance audit reports.

The Hawke Review also made several other recommendations specifically about transparency of process and public participation which are still relevant in 2019 (44-46).

g. Streamlining and integrating planning to support ecologically sustainable development (Review guiding principle e)

In addition to the matters raised above about developing bilateral agreements, the Commonwealth Environment Department increasing its regional presence and local knowledge and the greater use of strategic assessments and bioregional planning, there are several other changes that could be made to streamline the assessment process, notably, WALGA recommends that:

- the Australian, State and Territory Governments move to a single national list of threatened species, and ecological communities
- the development of a single national offsetting policy and process, or that any bilateral agreement between a State Government and the Commonwealth facilitates a single offsets approach
- strengthening the processes by both the Department and proponents for early engagement with stakeholders, including with indigenous groups and Local Governments, and
- the development of key performance indicators for the assessment process and the publication of performance against these indicators.

h. Additional matters

Climate Change

Climate change is a key issue for Local Governments that has implications across almost all aspects of their operations and responsibilities. In Western Australia, Local Governments have been the most proactive level of government on climate change, actively pursuing a range of emissions reduction and adaptation actions, including ambitious corporate and community-wide energy efficiency, renewable energy and emissions reductions strategies, along with programs and policies to encourage residents to reduce their carbon footprint.

The importance with which the Local Government sector regards the threat posed by climate change and need for strong action is recognised in the *WALGA Climate Change Policy Statement* (the Climate Change Statement), endorsed by State Council in July 2018. The Climate Change Statement was the result of extensive consultation across the Local Government Sector, and represents the consolidated position of Western Australian Local Governments:

Local Government acknowledges:

- I. The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.
- II. Climate change threatens human societies and the Earth's ecosystems.
- III. Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.
- IV. A failure to adequately address this climate change emergency places an unacceptable burden on future generations.

Local Government is committed to addressing climate change.

Local Government is calling for:

- 1. Strong climate change action, leadership and coordination at all levels of government.
- II. Effective and adequately funded Commonwealth and State Government climate change policies and programs.

WALGA Climate Change Policy Statement (2018), p3.

WALGA generally supports the recommendations of the Hawke Review in relation to the introduction of a 'greenhouse trigger' and the Government's response, which was premised on having a price on carbon. WALGA recommends that a broad based market mechanism to reduce Australia's greenhouse gas emissions be introduced as this is the most efficient and effective means of reducing Australia's greenhouse gas emissions and meeting our international obligations at least cost. However in the absence of such a mechanism, WALGA recommends that a trigger for large scale emissions of greenhouse gas emissions be considered for inclusion in the EPBC Act.

Land Clearing

Land clearing is only regulated under the EPBC Act where it impacts a directly protected entity such as a World Heritage area, Ramsar wetland, threatened species, threatened ecological community, or migratory species. However it is clear that excessive land clearing is a key threat to biodiversity and increases greenhouse gas emissions.

WALGA recognises the challenges of regulating land clearing at a national level and the difficulties in operationalising a land clearing trigger as an MNES under the EPBC Act. Nonetheless, WALGA recommends that options to address this issue be considered as part of the review.

Conclusion

WALGA considers the review of the EPBC Act an important opportunity to examine both the effectiveness of the Act in protecting Australia's environment and its efficiency in doing so.

A key concern for Local Governments with the current operation of, and interaction between, the EPBC Act and the WA EP Act, is confusion over different requirements, policies, standards and processes of assessments. WALGA supports changes to legislation and associated processes, for example through the greater use of bilateral agreements that would facilitate a single assessment and approvals process, and the development of a single set of standards, triggers and policies for the assessment process.

It has been argued here that the existing administration of the EPBC Act, with an emphasis on assessment of actions, has not adequately addressed the ongoing decline in the natural environment and loss of biodiversity. WALGA recommends that Amendments be made to the Act which would facilitate the greater use of bioregional planning and strategic assessments, which would better

address this decline and loss. Such changes would lead to a more efficient and streamlined assessment process for proponents and better environmental outcomes.

WALGA appreciates the opportunity to comment on the Discussion Paper and looks forward to later opportunities to provide input into the review.

SHIRE OF CARNARVON POLICY



POLICY NO	C002					
POLICY	PURCHASING POLICY					
RESPONSIBLE DIRECTORATE	CORPORATE					
COUNCIL ADOPTION	Date: 27 May 2014	Resolution No. FC 5/5/14				
REVIEWED/MODIFIED	Date: 28 April 2015	Resolution No. FC 14/4/15				
	Date: 27 October 2015	Resolution No. FC 16/10/15				
	Date: 26 April 2016	Resolution No. FC 3/4/16				
	Date: 25 June 2019	Resolution No. FC 8/6/19				
	Date: 28 January 2020	Resolution No. FC 9/1/20				
	Date:	Resolution No.				
LEGISLATION	Section 3.57 of LGA, Regulation 11A of Functions & General					
	Regulations Local Government (Functions and General) Regulations 1996					
	Regulation 11 and Regulation 18(4)					
	Local Government Act 1995 ("the Act") and the Local					
	Government Act (Functions and General) Regulations 1996 ("the Regulations").					
	State Records Act 2000 (WA) and associated records					
	management practices and procedures of the Shire of					
	Carnaryon.					
	Relevant legislation, regulations, and requirements consistent					
	with the Shire of Carnarvon's policies and Code of Conduct					
	State Government's Buy Local Policy					
RELATED POLICIES & PROCEDURES	C013 Tenders Criteria Policy	,				
	CO34 Tenders Management Policy					
	C035 Regional Price Policy					
RELEVANT DELEGATIONS						

OBJECTIVES:

- 1. To provide clear guidance regarding procurement of all goods and services.
- 2. To ensure purchasing practices are efficient, transparent, ethical, provide value for money and meet legislative requirements.

SCOPE

This Policy applies to all purchasing activities undertaken by Shire officers using Council allocated budgets and/or external funding grants administered by the Shire.

POLICY STATEMENT:

The Shire procures significant ranges and volumes of goods and services and is committed to best practice in purchasing to align with the principles of transparency, probity and good governance and to comply with the *Local Government Act 1995* (the "Act") and Part 4 of the *Local Government (Functions and General) Regulations 1996*, (the "Regulations").

This is achieved through implementation of this Policy and Shire procurement procedures.

Principles

This policy ensures good governance through appropriate procurement of all goods and services embodying the following principles:

- (a) Adherence to statutory obligations is a fundamental requirement.
- (b) Procurement undertaken by the Shire shall be consistent, efficient, effective and transparent.
- (c) Procurement process integrity shall be retained by maintaining fair and ethical practices.
- (d) Value for money shall be sought to achieve the most advantageous outcome for the Shire.
- (e) Conflicts of interest must be declared, consistent with the Code of Conduct.
- (f) Purchasing shall be undertaken competitively where all potential suppliers are treated impartially, honestly and consistently.

Ethics and Integrity

- 1. All officers and employees of the Shire of Carnarvon shall:
 - (a) comply with relevant legislation, regulations, policies, procedures and shall be consistent with the Shire's Code of Conduct.
 - (b) observe the highest standards of ethics and integrity when undertaking any purchasing activity;
 - (c) act honestly, professionally and in a manner that supports the standing of the Local Government;
 - (d) be accountable for their purchasing decisions;
 - (e) aim to deliver efficient, effective and proper expenditure of public monies by seeking value for money;
 - (f) document purchasing activities in accordance with applicable policies, procedures and audit requirements.
 - (g) identify and disclose any potential or perceived conflicts of interest in a purchasing activity and shall adhere to any processes to appropriately manage any conflict; and
 - (h) treat supplier information as commercial-in-confidence not be released unless authorised by the supplier or relevant legislation.

Value for Money

Value for money is an important purchasing principle. Value for money maximises outcomes for the Shire and the Carnarvon community. Specification compliance of the goods and/or services and total cost of ownership outweighs obtaining lowest purchase price.

Value for money accounts for user requirements, quality standards, sustainability, life cycle costs and service benchmarks.

Obtaining multiple competitive quotations and market testing wherever practicable promotes competition. Competition in order allocation or contract award promotes value for money.

- 2. Where higher priced conforming offers are recommended, benefits shall be demonstrable.
- 3. Value for money purchase assessment shall consider:

- (a) Total costs of ownership including but not limited to transaction and acquisition costs, delivery costs, distribution costs, consumables, deployment, maintenance and disposal;
- (b) technical merit of the goods or services being offered in terms of compliance with specifications, contractual conditions and quality assurance mechanisms;
- (c) value adds offered, warranties, guarantees, repair and replacement policies, ease of inspection, after sales service and integration with existing systems; and
- (d) supplier experience, financial viability, longevity and default risk.

Sustainable Procurement

The Shire is committed to sustainable procurement. Where appropriate, specifications shall include goods, services and/or processes that minimise negative environmental and social impacts and embrace Corporate Social Responsibility (CSR).

- 4. Criteria reflecting sustainable procurement principles may include:
 - (a) demonstrated environmental best practice in energy and/or water efficiency demonstrated through accredited rating and/or labelling systems;
 - (b) environmentally sound manufacture, packaging, use and disposal;
 - (c) products that can be refurbished, reused, recycled or reclaimed, and products designed for ease of recycling, re-manufacture or otherwise to minimise waste;
 - (d) demonstrated regard for local economies and supply chains that support local business;
 - (e) products sourced from sustainable and fair-trade supply chains;
 - (f) for motor vehicles, comparable fuel efficiency ratings; and
 - (g) for new buildings and refurbishments, use of renewable energy technologies and passive energy conservation design.

Purchasing Value Definition

- 5. Purchasing value shall be:
 - (a) Exclusive of Goods and Services Tax (GST).
 - (b) The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the Shire will continue to purchase a category of goods, services or works and what total value is or could be reasonably expected to be purchased. If a purchasing threshold is reached within three years for a category of goods, services or works, then the purchasing requirement under the relevant threshold (including the tender threshold) shall apply.
 - (c) Must incorporate any variation to the scope of the purchase and be limited to a 10% tolerance of the original purchasing value, except where the purchase has been based on an itemised quote or contract price.

Purchasing Under Established Shire Contracts

- 6. Where the Shire has an existing contract or panel of prequalified suppliers in place, it must ensure that goods and services required are purchased to the extent that the scope of the contract and/or panel allows.
- 7. Contracts for the provision of general trade services works (e.g. Electrician, plumbing, refrigeration services) based upon a schedule of rates for provision of labour and parts shall include a provision that a relevant individual job/project in excess of the regulated tender threshold shall be subject to an individual tender process.

8. If the goods and/or services are not able to be sourced via an existing Shire contract or panel, the relevant Procurement Threshold Processes in Table 1 of this policy shall apply.

Procurement Thresholds

- 9. Purchasers shall use the process that produces the best value for money outcome to the Shire. This may mean that the process chosen exceeds the minimum requirements;
- 10. Where purchasers are unable to meet the minimum requirements or the best value for money outcome will be achieved by not meeting the minimum purchasing requirements approval for non-compliance with the policy may be granted by their Executive Manager or CEO in accordance with their delegated authority and a file note outlining full details and documented approvals shall be added to the purchase order request;
- 11. Purchasers shall consider the cost of the procurement process in determining best value for money;
- 12. The cost of freight should be included in the quotes. In case the cost of freight quoted by the supplier does not provide the best value for money, the freight can be excluded from the quote. A file note outlining the comparison of freight shall be added to the purchase order request.
- 13. An exemption applies at all purchase values where the requirements for an exemption as detailed under Clauses 15-23 of this policy are able to be met. Details of the exemption are to be included in the purchase requisition.
- 14. The following minimum requirements set out in the table below shall be followed, based on the estimated purchasing value.

Purchasing Value (Excl GST)	Required Purchasing Process			
\$0 - \$2,500	Direct purchase from suppliers. No quotation required. Market testing is encouraged.			
\$2,501 - \$6,000	Obtain at least one written quotation (includes copies of supplier catalogues or websites). Market testing at least once p.a. via a quote is required.			
\$6,001 - \$50,000	Seek to obtain at least three (3) written quotations from suppliers based upon a brief provided to suppliers outlining specified requirements. Supplier appointment directed by best value for money principle.			
\$50,001 - \$149,999	Conduct a formal Request for Quotation (RFQ) process in accordance with the Shire's Request for Quotation procedures. Seek to obtain at least three written RFQ submissions.			
\$30,001 - \$14 3 ,333	The procurement decision shall be based on pre-determined evaluation criteria that assesses value for money considerations in accordance with the definition stated within this Policy.			
	Tenders are to be publicly invited for the provision of goods and services expected to be \$150,000 or greater, unless exempted under Clause 16.			
\$150,000 and above.	The procurement decision is to be based on predetermined evaluation criteria that assesses value for money considerations in accordance with the definition stated within this Policy.			
	Refer to Policy C013 Tender Selection Criteria			

Table 1: Procurement Thresholds

Anti-Avoidance

Council Officers shall not enter into two (2) or more contracts for the purchase of goods and services to avoid the monetary thresholds requirements.

Regulatory Exemptions

- 15. Public tender process exemptions shall apply in accordance with the Regulations including but not limited to:
 - (a) Situations where it is necessary to act immediately to protect people or property;
 - (b) The purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement. Market testing is encouraged. For purchases above \$50,001 in value, three quotations from pre-qualified suppliers shall be sought wherever possible;
 - (c) The purchase is from another Local Government, State and Federal Agencies;
 - (d) A public tender is not required for goods or services supplied by a person registered on the Aboriginal Business Directory WA published by the Small Business Development

Corporation established under the Small Business Development Corporation Act 1983; and

- (i) the consideration under the contract is \$250,000 or less, or worth \$250,000 or less; and
- (ii) for purchases in the range \$150,000 to \$250,000, Council approval of the purchase is received indicating the Shire is satisfied that the contract represents value for money.
- (e) The purchase is acquired from an Australian Disability Enterprise and represents value for money. Service providers may be identified at http://wade.org.au/;
- (f) If there is good reason to believe that because of the unique nature of the goods and services required, it is unlikely that there will be more than one potential supplier. A file note outlining details of the uniqueness of the goods and/ or services shall be added to the purchase order request;
- (g) Petrol, oil and gas.

Shire of Carnarvon Exemptions from the Provision of Multiple Quotes.

Legal Services

16. Procurement of Legal Services from the WALGA Preferred Supply Arrangements (PSAs) for Legal Services (not including Debt Recovery Services) is exempt from seeking multiple quotes for a value up to \$50,000. A formal RFQ and / or Public Tender will be required for Legal Services regarding a specific case if this case is expected to be more, or worth more than \$50,000.

Live Shows, Artistic Performances, Digital Movies

17. An authorised purchase order is required for procurement of live shows, artistic performances and digital movies. Only one quotation is required where the show, performance or movie is a unique product or service.

Freight

18. All freight is exempt from seeking quotations. Where possible market testing is encouraged.

Travel/Airfares

19. The procurement of airfares for travel purposes is exempt from seeking quotations. Officers shall ensure an equitable approach to procuring this service from all local travel suppliers when pricing is comparable.

Staff Housing (Leasing of Property)

20. Leasing property for provision of staff housing is exempt from seeking quotations.

Souvenirs and Tourism Merchandise

21. Procurement of souvenirs and tourism merchandise for sale at the Carnarvon Visitors Centre is exempt from seeking quotations provided the quality of the merchandise is proven or known.

Public Art

22. Procurement of public art conceptual designs and specifications is exempt from seeking multiple quotations where the community has, through separate documented community processes, identified a preferred design for a public art installation and the Council is auspicing funds for that project. Note: this exemption does not apply to a Council initiated public art project and/or delivery of physical works associated with a public art project.

Local Purchases

70

- 23. Goods and services listed below purchased from local suppliers are exempt from quotations but an equitable process of purchasing from all local suppliers is required.
 - (a) Newspaper, Books and Periodical Deliveries
 Newspapers, books and periodical deliveries purchased locally for in-house provision
 and for the Shire of Carnarvon Library are exempt from seeking quotations.
 - (b) Catering of Food
 Catering of food from local suppliers for in-house meetings (not external meetings or events) are exempt from seeking quotations.

Subscriptions

24. Annual Subscriptions and LGIS Insurance Renewals are exempt.

Sole Source of Supply

- 25. Procurement of goods and/or services from a sole or one source of supply is permitted without the need to seek quotations or call tenders provided:
 - (a) that there is genuinely only one source of supply;
 - (b) written information regarding endeavours to find other sources is included with supporting information submitted with the purchase order request; and
 - (c) in the case that the purchase does not exceed the tender threshold, CEO approval for the purchase has been provided; or
 - (d) in the case that the purchase exceeds the tender threshold, Council approval for the purchase has been given by resolution.

Buy Local

- 26. As much as practicable, the Shire shall endeavour to:
 - (a) consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses;
 - (b) consider indirect benefits that have flow on benefits for local suppliers (i.e. servicing and support);
 - (c) ensure that procurement plans address local business capability and local content;
 - (d) explore the capability of local businesses to meet requirements and ensure that Requests for Quotation and Tenders are designed to accommodate the capabilities of local businesses;
 - (e) avoid bias in the design and specifications for Requests for Quotation and Tenders all requests must be structured to encourage local businesses to bid; and
 - (f) provide adequate and consistent information to potential suppliers.
- 27. A qualitative weighting may be afforded in the evaluation of quotes and tenders where suppliers are located within the boundaries of the Shire, or substantially demonstrate a benefit or contribution to the local economy.
- 28. A regional price preference may be afforded under the C035 Regional Price Preference Policy.

Emergency & Urgent Purchases

An emergency purchase is defined as an unanticipated and unbudgeted purchase which is required in response to an emergency as provided for under section 6.8(1)(c) of the Local Government Act 1995. In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken however the purchase shall be authorised in advance by the President as a response to

the emergency. An emergency purchase does not relate to purchases not planned due to time constraints. Every effort must be made to anticipate purchases required in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

29. In an urgent situation where it is necessary to act immediately to protect people or property through either immediate action or latent conditions, an exemption from obtaining quotes applies. Every effort must be made to anticipate purchases required in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply. The relevant Executive Manager and CEO shall be advised of an urgent purchase as soon as reasonably practical given the circumstances. The requirements in relation to tender thresholds apply to urgent situations.

Obtaining a Quote

- 30. Where a quote needs to be obtained in accordance with this policy, the purchase shall adhere to the relevant Purchasing Procedure, provided that where the following applies no further responses need to be sought:
 - (a) Relevant supplier(s) have received a request to provide a quote; and
 - (b) Each supplier is provided with the same information and in particular the same scope of works;
 - (c) Sufficient time has been given to potential suppliers to respond; but
 - (d) An insufficient number of suppliers provide a response;
- 31. Where insufficient suppliers respond, a file note shall be recorded with procurement documentation indicating that the minimum number of responses was not achieved.
- 32. Where a tender exemption applies, written approval from an Executive Manager, or the CEO (aligned to respective financial authorisations) must be sought to enable direct engagement with a tender exempt supplier.
- 33. Use of the WALGA Preferred Supply Program does not obviate against the requirement to invite a minimum of three potential suppliers to respond.
- 34. Where approval to procure goods or services via a tender exempt supplier has been approved, the following is required:
 - (e) Where possible multiple quotes shall be sought from suitable tender exempt suppliers;

Calling of Tenders Though Not Required

35. When considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the Tender threshold amount. In that case a full Request for Tender Process shall be followed in accordance with this policy and the Shire Tender Procedures.

Recording and Retention of Information

36. Records of all purchasing activity shall be retained in compliance with the State Records Act 2000 (WA), the Shire's records management procedures and associated purchasing procedures.

Purchasing and Payment Certification Operational Procedures

37. Written purchasing and payment certification procedures shall be maintained, consistent with operational implementation of this policy.

EXPLANATORY NOTES:

N/A



THE PULSE

WA ECONOMY

TOURISM BUSINESS ACTIVITY

TOURISM BUSINESS OUTLOOK

TOURISM BUSINESS REPUTATION

DESTINATION VALUE AND TOURISM PRICES

VISITOR ARRIVALS WA AND REGIONAL VISITOR ACTIVITY

VISITOR MARKET OUTLOOK TOURISM SUPPLY AND INVESTMENT

SPECIAL INSIGHT

8.2.7(a) SCHEDULE - TCWA-WA TOURISM PULSE SUMMER 2020 - BUSHFIRE IMPACT

SPECIAL INSIGHT: BUSHFIRE IMPACT

23

BUSHFIRE VISITOR PERCEPTION AND IMPACT SURVEY

Tourism Council WA conducted a survey of tourism businesses to assess the impact of the perception of bushfires on WA tourism.

The survey was conducted from Monday 20 January to Friday 24 January 2020. The survey received 183 responses.

IMPACT ON TOURISM

Overall, 33% of respondents report no impact at all, while 67% report one or more of the following:



37% reported concerned enquiries from booked or potential customers.



33% reported reduced forward bookings compared with same time last year.



26% reported cancellations.



18% reported reduced traffic to their destination or business website.

CHANNELS MOST IMPACTED

Overall, 32% report that no visitor channel is impacted. The channels most affected were:



36% booking direct (FIT)



24% booking via multistate tours



17% booking through OTAs



17% booking through ITOs/wholesalers



11% booking through organised WA tours

MARKETS MOST IMPACTED

Overall, 32% report that no visitor market or channel is impacted, while 68% report one or more markets impacted. The markets most impacted are:



26% self-drive market



23% international - UK



23% interstate



22% international - Europe



20% international - South East Asia



13% international - North America



25th February 2020 international - Japan or China

DESTINATIONS MOST IMPACTED

78% Experience Perth



74% Australia's South West



65% Australia's Coral Coast

It should be noted that Australia's South West had the highest number of survey respondents. Experience Perth had a low response rate, and Australia's Golden Outback a high response rate, compared with the number of tourism businesses in these regions.

Ordinary Council Meeting Schedules

THE PULSE

WA ECONOMY

TOURISM BUSINESS ACTIVITY

TOURISM BUSINESS OUTLOOK

TOURISM BUSINESS REPUTATION

DESTINATION VALUE AND TOURISM PRICES

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VISITOR MARKET OUTLOOK TOURISM SUPPLY AND INVESTMENT

SPECIAL INSIGHT

SPECIAL INSIGHT: BUSHFIRE IMPACT

74

BUSINESS TYPES MOST IMPACTED

- 1. TOURS & TRANSPORT
- 2. ACCOMMODATION
- SELF CONTAINED, CHALETS, B&BS
- 3. ACCOMMODATION
- HOTELS, MOTELS & RESORTS
- 4. ATTRACTIONS, ACTIVITIES & EVENTS
- 5. ACCOMMODATION
- B&B AND HOSTED

Proportionately, tour operators reported by far the most impact. Micro-businesses (10 FTE or less) and sole traders reported the highest incidence and proportion of impact.

SCALE OF IMPACT

Where businesses are impacted, the estimated future impact is 17% reduction in activity (bookings, revenue, etc) compared with what would have come from those markets impacted. Business assessment of impact ranged from 3% to 58% decline in activity. Please note that many respondents indicated that this was difficult to assess and had provided their best guess.

Ordinary Council Meeting Schedules

VISITOR PERCEPTIONS AND CONCERNS

Overall, 46% reported that no comments had been received from booked or potential visitors, while 54% had received verbal or written feedback. Main issues reported were:

33% Visitor safety

27% Destination or business 'burnt out'

23% Road and transport access

21% Impact on wildlife and nature

20% Destination appeal and amenity

17% Air quality

16% Visitors not wanting to be 'in the way' during a crisis

8% Climate change

25th February 2020

SAMPLE BUSINESS COMMENTS

- *I* It appears the UK market feels like the whole of Australia is on fire.
- I Bookings did stop entirely for a few days when the fires were at their peak. And it is normally our busiest time. We lost one \$20k lux booking. We are looking at least 20% down on forward bookings for Feb & March at the moment.
- I Feedback tells us that there is a general perception that the area is now unsafe and the trip to our facility, along Indian Ocean Drive, is confronting.
- *I* We are struggling and will remain so while Stirling Range National Park and particularly Bluff Knoll are closed which could be months yet.
- *I* The impact of the length of the Eyre Highway closure has created significant questioning of ability to traverse by road in and out of WA.
- I Emails from previous international guests hoping 'the beautiful homestead hasn't burnt down'.
- *I* Australians unable to travel due to impacts of bush fires in their state.
- *I* It's hard to tell. All up we have lost 20 nights which have cancelled, stays were for end of Jan/Feb.
- I We have not had any cancellations, just calls, mainly from FIT Asian guests who have limited understanding of the geography of the country.
- I Had some cancellations, however have also received some new clients who were due to travel to the east coast and have changed plans to travel to the west coast.



Shire of CARNARVO

Our Ref: adm1895 Your Ref: E1926044 Enquiry: Maurice Werder werder.m@carnarvon.wa.gov.au M: 0455 947 536; T: (08) 9941 0045

11th February 2020

Hon David Templeman MLA Minister for Local Government; Culture and the Arts Department of Local Government, Sport and Cultural Industries 140 William Street, Perth WA 6000 GPO Box R1250, Perth WA 6844

Dear Minister

MINISTERIAL APPROVED DIFFERENTIAL GENERAL RATES WITH MODIFICATION

The Shire of Carnarvon needed to create Differential Rates for the 2019/2020 financial year in order to ensure the rate burden was equitable across the different categories of ratepayers. We applied for Ministerial Approval under the Local Government Act, Section 6.33 (3):

LOCAL GOVERNMENT ACT 1995 - SECT 6.33

6.33 . Differential general rates

- A local government may impose differential general rates according to any, or a combination, of the following characteristics -
- the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the <u>Planning and Development</u> Act 2005; or
- (b) a purpose for which the land is held or used as determined by the local government; or
 - (c) whether or not the land is vacant land; or
 - any other characteristic or combination of characteristics prescribed. (d)
 - (2) Regulations may -
- specify the characteristics under subsection (1) which a local government is (a) to use; or
- limit the characteristics under subsection (1) which a local government is (b) permitted to use.
- In imposing a differential general rate, a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.
- If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a)applies.

3 Francis Street PO Box 459 Carnarvon WA 6701

Phone (08) 9941 0000 Email shire@carnarvon.wa.gov.au Web www.carnarvon.wa.gov.au

Fax (08) 9941 0099

25th February 2020

(5) A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation ¹ is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

We received Ministerial approval on the 29th July 2019 to impose differential rates.

Landgate completed a revaluation on the Shire of Carnarvon properties to be effective as at the 1st July 2019. The Shire applied the new Landgate valuations to all rateable properties and calculated the Rates Model with the approved differential rates.

The intention was to impose a rate increase of 6.00% across each category as per the Strategic Community Plan and the Corporate Business Plan. By applying the approved Differential Rates to the new Landgate Valuations produced a variance to the desired 6.00% across the Differential Rates categories.

The Shire applied the CBP increase of 6.00% across the individual differential rate areas as well as across the total rate base. The 'Moore Stephens Budget Model' in the Budget Document reported the modification to the actual Rate in the \$ for these categories as:

Approved	Adopted	Revenue increase on 18/19
13.3766	14.1000	6.0%
7.5800	7.5966	6.0%
1.2850	1.3028	6.0%
	13.3766 7.5800	13.3766 14.1000 7.5800 7.5966

An increase in the differential rate on the UV properties is the result in further rates modelling calculations to meet the overall rate requirements for the Shire to be set at a 6% increase over last year's rate revenue.

The Shire has verified that the decision to provide this modification to the Approved Differential Rates was supported by the legislation where the Local Government Act 1995, Section 6.36 (4) and (5)(b) refers to:

LOCAL GOVERNMENT ACT 1995 - SECT 6.36

6.36. Local government to give notice of certain rates

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
 - (3) A notice referred to in subsection (1) —
- (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and
 - (b) is to contain —
- (i) details of each rate or minimum payment the local government intends to impose; and

- (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and
- (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and

(c) is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.

(4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.

(5) Where a local government —

- (a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or
- (b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4), it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.

From reading this legislation, particularly 6.36 (4), we would consider that it is lawful to impose the proposed rate "with or without modification", which is what we have achieved.

There have been a number of pieces of correspondence about the modifications to the Differential Rates without being informed of the of the legislation that the Shire has breached other than a statement "we consider that it is unlawful" and therefore we are required to go to the State Administrative Tribunal (SAT) to quash the Rates.

We look forward to a definitive answer to this issue, preferably to be implemented in the 2020/2021 financial year, if at all, and with a written requirement from the Minister.

Your assistance would be appreciated across the Local Government industry.

Yours sincerely

Maurice Werder

EXECUTIVE MANAGER CORPORATE SERVICES



Carnarvon - Compliance Audit Return 2019

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Carolien Claassens
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Carolien Claassens
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Carolien Claassens
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Carolien Claassens
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Carolien Claassens



No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A		Carolien Claassens
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Carolien Claassens
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Carolien Claassens
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Carolien Claassens
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	No		Carolien Claassens
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Carolien Claassens
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Carolien Claassens
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Carolien Claassens
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Carolien Claassens
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes		Carolien Claassens
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Carolien Claassens
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes		Carolien Claassens
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Carolien Claassens

Disclosure of Interest						
No	Reference	Question	Response	Comments	Respondent	
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Carolien Claassens	
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	N/A		Carolien Claassens	



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Carolien Claassens
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Carolien Claassens
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Carolien Claassens
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Carolien Claassens
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Carolien Claassens
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Carolien Claassens
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Carolien Claassens
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Carolien Claassens
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Carolien Claassens
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Carolien Claassens
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes		Carolien Claassens
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Carolien Claassens
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Carolien Claassens



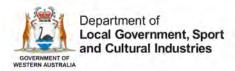
No	Reference	Question	Response	Comments	Respondent
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Carolien Claassens
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Carolien Claassens
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Carolien Claassens
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Carolien Claassens

Disposal of Property							
No	Reference	Question	Response	Comments	Respondent		
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	Yes		Carolien Claassens		
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Carolien Claassens		

Electi	Elections							
No	Reference	Question	Response	Comments	Respondent			
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	Yes	A gift register is maintained but no gift disclosures have been received	Carolien Claassens			
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A	No disclosures received	Carolien Claassens			

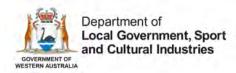


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No	Reference	Question	Response	Comments	Respondent		
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	New Audit Committee appointed in October 2019. Refer to October 2019 OCM mintes FC 4/10/19, FC 5/10/19 and FC 6/10/19	Carolien Claassens		
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	Yes	Refer to October 2019 OCM mintes FC 4/10/19, FC 5/10/19 and FC 6/10/19	Carolien Claassens		
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes		Carolien Claassens		
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	Yes	Refer to Ordinary Council Meeting February 2015 FC 13/2/15	Carolien Claassens		
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	No	The Financial Report for the year ending 30 June 2019 has not yet been finalised. We anticipate it to be completed by 29th February 2020.	Carolien Claassens		
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	No	Refer to the comments above.	Carolien Claassens		
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	No	Once the Financial Report has been completed and the Auditors have issued their report, any matters raised will be addressed and actioned accordingly.	Carolien Claassens		
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	No	Refer to the comments above	Carolien Claassens		
9	S7.12A (4)	Within 14 days after the local government gave a report to the Minister under s7.12A(4) (b), did the CEO publish a copy of the report on the local government's official website?	No	Refer to the comments at S7.12A (3)	Carolien Claassens		
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Carolien Claassens		
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Carolien Claassens		



No	Reference	Question	Response	Comments	Respondent
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Carolien Claassens
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Carolien Claassens
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Carolien Claassens

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	The Council adopted its Corporate Business Plan 2018 -2022 on 29 August 2018.	Carolien Claassens
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	No	The Corporate Business Plan was adopted on 29 August 2018	Carolien Claassens
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	The Council adopted its Strategic Community Plan on 26 June 2018	Carolien Claassens
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments.	N/A	The Strategic Community Plan was only adopted on 26 June 2018	Carolien Claassens
		Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?			
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	No	The Shire is in the process of finalising the Asset Management plans for all asset classes. The Corporate Business Plan provides detail on this process. The Plan also contains a section on "Asset Management Implications".	Carolien Claassens

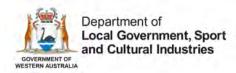


No	Reference	Question	Response	Comments	Respondent
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	No	The Shire has a fully developed draft Long Term Financial Plan that has not yet been adopted. The process for the 2019/20 CBP minor review will include further improving the draft LTFP with a view to adopting any modifications to the CBP and the LTFP all at the same time. This will ensure that the IPR are all in alignment for the 2020/2021 budget process.	Carolien Claassens
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	The last formally adopted Workforce Plan was adopted on 24 September 2013. The new plan developed through the 2018 Major Strategic Review is in the process of being completed for submission to the Council.	Carolien Claassens

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	The current CEO selection and appointment process was in 2018	Carolien Claassens
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	N/A	The 2018 CEO vacancy was advertised in the West Australian	Carolien Claassens
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	Yes	The remuneration for the 2018 CEO appointment was in line with SAT Band 2	Carolien Claassens
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	Yes	Yes The 2018 CEO appointment was validated with workplace referee checks and use of WALGA recruitment services	
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A	The CEO is the only designated senior employees - no other designated senior employees as per policy E004 - Designated Senior Employees	Carolien Claassens



Offici	ial Conduct				
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A		Carolien Claassens
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Carolien Claassens
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Carolien Claassens
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Carolien Claassens
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occured?	Yes		Carolien Claassens
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Carolien Claassens

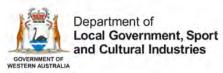


No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	This was not done by our CEO, this was done by Moore Stephens in March 2019 (under the direction of the CEO).	Carolien Claassens
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	In October 2017 the Regulation 17 Review has taken place. The Shire will conduct another review in 2020. Council Resolution: 27th February 2018 (FC 2/2/18)	Carolien Claassens
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes	For the 2017 2018 Annual Report. Electors meeting was held on 26th February 2019.	Carolien Claassens
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Carolien Claassens

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Carolien Claassens
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Carolien Claassens
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Carolien Claassens
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Carolien Claassens



No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes	An electronic portal (Tenderlink) is used for the administration and distribution of the tender document, any addendum's and tender submissions. The portal automatically sends an addendum to all potential Tenderers who have downloaded the Tender document.	Carolien Claassens
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Carolien Claassens
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes	The Tenderlink portal does not accepts late submission. The submissions have to be received on the portal. All potential Tenderers are advised about the closing date & time.	Carolien Claassens
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes	Together with the evaluation panel a thorough evaluation of all submissions takes place. A new Policy - C034 Tenders Management Policy provides a guidance to the staff how to evaluate a tender. Policy C013 Tender Selection Criteria provides the standard Selection Criteria to be used for our tenders. In the Tender documentation the Tenderers are advised in the detail about the selection criteria.	Carolien Claassens
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Carolien Claassens
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Carolien Claassens
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	N/A	The Shire has not conducted an EOI in 2019	Carolien Claassens
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	N/A	Refer to Q 11.	Carolien Claassens



No	Reference	Question	Response	Comments	Respondent
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	N/A	Refer to Q 11.	Carolien Claassens
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	N/A	Refer to Q 11.	Carolien Claassens
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	No	The Shire is currently discussing the potential need of a Pre-qualified Suppliers policy. At this point in time the Shire is not sure how the procurement from pre-qualified suppliers will take place. Also for some services only a very limited amount of suppliers is available.	Carolien Claassens
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	N/A	Refer to Q 16.	Carolien Claassens
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A	Refer to Q 16.	Carolien Claassens
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A	Refer to Q 16.	Carolien Claassens
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A	Refer to Q 16.	Carolien Claassens
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of prequalified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A	Refer to Q 16.	Carolien Claassens
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A	Refer to Q 16.	Carolien Claassens
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A	Refer to Q 16.	Carolien Claassens



No	Reference	Question	Response	Comments	Respondent
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A	Refer to Q 16.	Carolien Claassens
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A	Whilst the Shire recently adopted a Regional Price Preference Policy, no Tenderer has since the adoption of the policy. In each Tender Document the Shire will include the Regional Price Preference Policy.	
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	Yes		Carolien Claassens
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Carolien Claassens
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less?	Yes		Carolien Claassens

I certify this Compliance Audit return has been adopted by Coun	cil at its meeting on	
Signed Mayor / President, Carnarvon	Signed CEO, Carnarvon	

Schedule 8.3.2(a)



Department of **Planning**, Lands and Heritage

Your ref: Lot 2 (35) Mahony Avenue

Our ref: P0472/46515

Enquiries: Annabel Wills (08) 6552 4013

Chief Executive Officer Shire of Carnarvon karagoglou.a@carnarvon.wa.gov.au

Attention: Andrew Karagoglou

Dear Sir

OVERSEAS TELECOMMUNICATIONS SATELLITE EARTH STATION -**CARNARVON**

Under the provisions of Section 73 of the Heritage Act 2018, the proposed development as described below has been referred to the Heritage Council for its advice.

Place Number P0472

Place Name Overseas Telecommunications Satellite Earth Station

Street Address 35 Mahony Ave, Brown Range

Referral date 21 January 2020

Development Description Placement of two antennas from NASA Tracking

Station

We received the following information/drawings prepared by Blacktop Consulting Engineers dates 13/12/2019:

Antenna Footing **Antenna Dimensions** Location photograph

The referral for the proposed development has been considered in the context of the identified cultural significance of the Overseas Telecommunications Satellite Earth Station and the following advice is given:

Findings

The OTC Satellite Station, Carnarvon was entered into the State Register of Heritage Places on the 4 May 2001. The place is describes as a group of rare and uncommon structures. It was the first earth station built in Australia by the Overseas Telecommunications Commission and was one of only eight satellite earth stations in the world which carried out the function called Tracking, Telemetry, Command and Monitoring.

90

- The NASA Tracking Station (fmr) is included on the Current Assessment Program for the Register of Heritage Places.
- It is understood that after the NASA Tracking Station closed the antennas were transported to Alice Springs and used at a government site there. The applicant has recently recovered the antennas from a metal recycler in Alice Springs and transported them back to Carnarvon.
- It is considered that the placement of the NASA Tracking Station antennas on the OTC site will not impact negatively on the site, the OTC satellite dishes will clearly remain as the dominant structures on the site and the antennas will further add to the richness of the museum use of the site.

Advice

The proposed development, in accordance with the plans submitted, is supported.

Please be reminded that you are required under r.42(3) of the *Heritage Regulations* 2019 to provide us with a copy of the Council's determination within 10 days after making the decision.

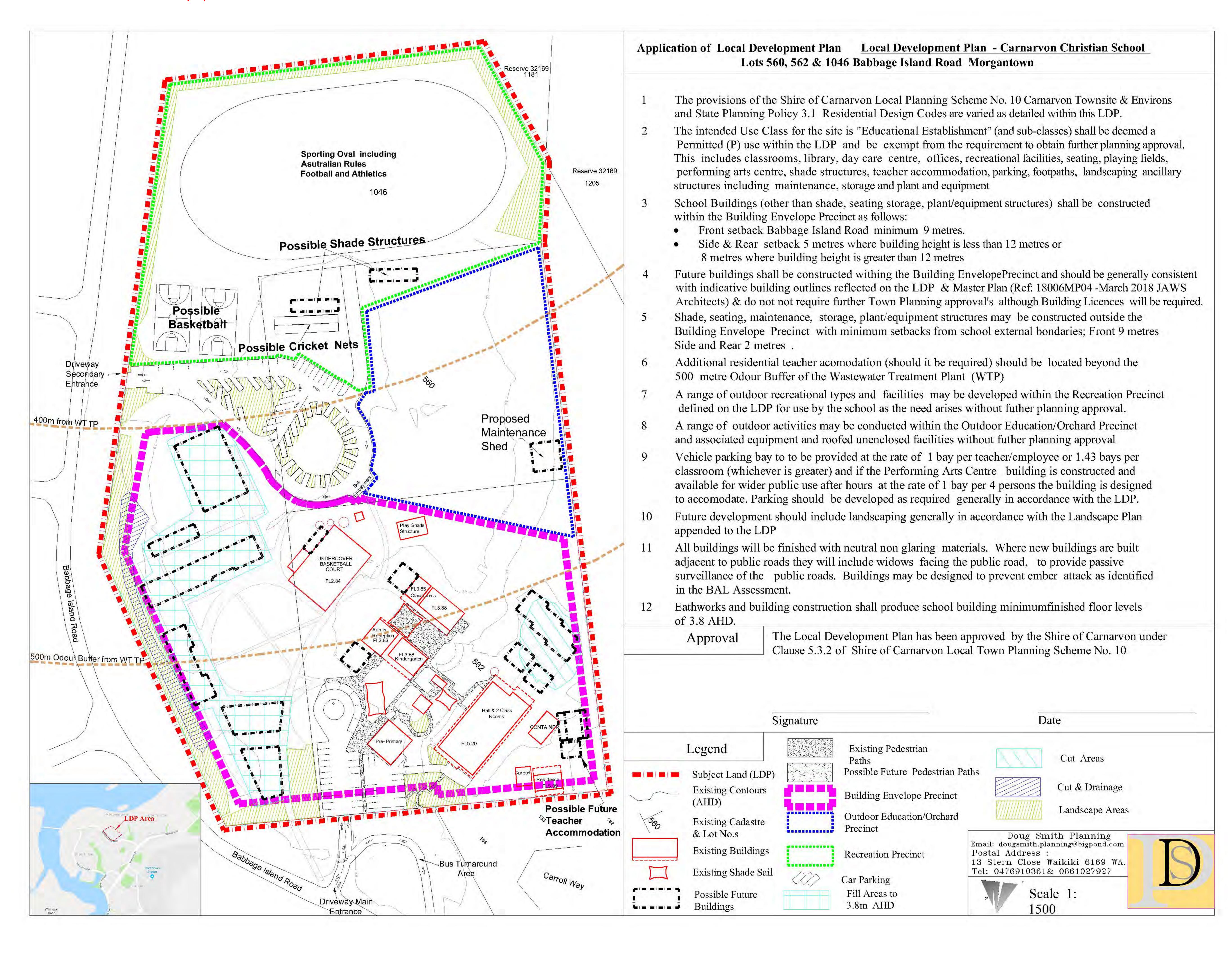
Should you have any queries regarding this advice please contact Annabel Wills at annabel.wills@dplh.wa.gov.au or on 6552 4013.

Yours faithfully

Director Heritage Development

5 February 2020

cc: Carnarvon Space and Technology Museum Inc, phil@carnarvonmuseum.org.au



25th February 2020

Ordinary Council Meeting Schedules

Carnarvon Christian School

Lots 560, 562 and 1046 Babbage Island Road Morgantown

Local Development Plan

Doug Smith Planning dougsmith.planning@bigpond.com



Local Development Plan Report

1.0	BACKGROUND	1
1.1 1.1. 1.1. 1.1.	2 Existing Development	.2
1.2 1.2. 1.2.	1 10 / 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	.2
1.3	Flood Potential	.3
1.4	Vegetation	.3
1.5	Wetlands	.3
1.6	Bushfire Hazard	.3
1.7	Contamination	.4
1.8	Aboriginal Heritage	.4
2.0	LOCAL DEVELOPMENT PLAN PROPOSALS	5
2.1	Use Permissibility	.5
2.2	Earthworks	.5
2.3	Drainage	.6
2.4	Vehicle Parking	.6
2.5 2.5.	Setbacks	
2.6	Building Standards	.8
2.7	Fencing	.8
2.8	Landscaping	.8
2.9	Wastewater Treatment Plant and Buffers	.9
2.10	After School Facilities	12
2.11	Staff Accommodation	12
2.12	Need for Amalgamation	12

3.0	CONCLUSION	.12
Apper	ndix 1 Department of Water Email Advice	
Anner	ndix 2 Master Plan - JAWS Architects	
	ndix 3 Landscape Plan	
Apper	dix 4 Wind Direction and Frequency Bureau of Meteorology	•••••
Apper	ndix 5 Water Corporation Plans WWTP Relocation	•••••

1.0 Background

This Local Development Plan, has been prepared in response to a Resolution FC 21/3/16 by the Shire of Carnarvon at is March 2016 Council meeting, as follows:

"That Council,

- 1. Pursuant to Clause 47(d) of the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 determine that a Local Development Plan is required by Council for the orderly and proper planning of Lot 1046 on P171363562, Lot 560 on P144413, and Lot 562 on P160981, 30 Babbage Island Road, Morgantown 30 Babbage Island Road, Morgantown.
- 2. Request the Western Australian Planning Commission to make a similar decision pursuant to Clause 47(d) of the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2.
- 3. When response is received from the WAPC, advise the landowner accordingly."

The justification for such discussed in the Council report included "to affirm strategic direction for the planning of the site, and to reduce the future number of development approvals required To implement such strategic vision."

The Council report detailed the matters the LDP should address and include as follows:

- "The Local Development Plan would consider:
- Bushfire attack level assessment;
- School purpose buildings;
- Staff accommodation;
- Site access and car parking arrangements, including school bus loading:
- School-related facilities (alternative/after school programming, facility hire);
- The proximity of the Water Corporation sewerage effluent ponds and its buffer zone;
- Potential for amalgamation of the lots to rectify issues with buildings constructed over Lot boundaries.

The Local Development Plan would:

- *Identify existing buildings and site features to remain;*
- Identify suitable building envelopes for future development, including setbacks from property boundaries, building heights, ground levels, and the need for earth works.
- *Set out future servicing for the school, including access and car parking.*
- Set out a range of uses which may be permitted without requiring future development approval.
- Identify accessibility features required for new development, including paths, car parking, and ablutions.
- Provide the BAL assessment.
- Set minimum standards against which a building permit application can be assessed for development consent."

The Western Australian Planning Commission 12th April 2016 advised the Shire of Carnarvon that is considered the preparation of an LDP necessary.

Accordingly and LDP has been prepared consistent with the Shire of Carnarvon and WAPC's instructions

1.1 Subject Land

1.1.1 Cadastral

The subject land is described as lots 560, 562 and 1046 Babbage Island Road, Morgantown with the following Certificate of Title details:

Lot 560 Vol: 1118	Folio: 996	Plan 144413	Area 12145m2
Lot 562 Vol: 1118	Folio: 996	Plan 160981	Area 15950m2
Lot 1046 Vol: 576	Folio: 188A	Plan 171363	Area 27919m2

Owners: Carnarvon Christian Parent Controlled School Association Inc

1.1.2 Existing Development

The existing buildings and possible future development purposes are indicted on the attached LDP. All existing buildings will be retained (including transportable classrooms), as they are currently situated onsite. Works approved by Council are in progress to install reticulated playing fields in the northwestern portion of the site.

The main entrance to the school is via a crossover from Babbage Island Road at the eastern end of the site and a new secondary access road has been constructed further to the west along Babbage Island Road near the intersection of Nelson Road.

1.1.3 Existing Topography

The site slopes from east to west with the highest area being generally above 5m AHD in the eastern corner of the subject land and the highest point being 5.75m AHD. The lowest area in the proposed building envelope is 2m AHD close to Babbage Island Road.

Earthworks to construct the oval in the northern portion of the site have created the lowest area of the school's landholding.

1.2 Zoning

1.2.1 Town Planning Scheme No. 10

The subject land is zoned Residential Development under the Shire of Carnarvon Town Planning Scheme No.10 (TPS10) under which Use/Class "Educational Establishment" is an "SA" use in the Zoning Table 1.

The Scheme enables Council to require that a Structure Plan of Local Development Plan (LDP) is prepared prior to approval of development and subdivision. Council and the WAPC have already resolved that a LDP is required

1.2.2 Proposed Town Planning Scheme No. 13 (currently being advertised for public Submissions)

The proposed Town Planning Scheme No.13 (TPS13) does not contain a Residential Development Zone and it is proposed the subject land is Zoned Special Use 3 (SU3). The provisions governing land use and development are contained in the 4th Schedule of the proposed

Scheme. The Special Use for the site is "Educational Establishment" and similarly provides for the preparation of an LDP.

Portion of the site is within proposed Special Control Area 1 (SCA1) "Town of Carnarvon Waste Water Treatment Plant (WWTP)", wherein which the objective are to maintain adequate separation between the WWTP and residential and other sensitive land uses. Council will be required to provide a copy of applications within the SCA1 to the Water Corporation and Department of Environmental Regulation for advice and to have regard for the State Planning Policy 4.1 State Industrial Buffer Policy and the compatibility of the proposed use with odours emanating from the WWTP and to ensure that the operation of the WWTP is not constrained by the introduction of sensitive land uses.

1.3 Flood Potential

The site is close to but is not affected by Special Control Area 3 (SCA3) "Flood Prone Area" under proposed TPS13. This is by virtue of the levee banks constructed along the Gascoyne River to the north of the School.

The District Water Management Strategy (DWMS) February 2019 prepared by consultants Urbaqua recommends however that beyond the SCA3 area, properties should be filled up to the 100 year flood level of the Gascoyne River. The DWMS however reflects both the Pre and Post Stage 2 Levee construction 100 Year ARI flood mapping, and the site is not within the 1% AEP Flood Plain Area under either scenario.

The site should therefore not be considered flood prone. We have contacted the Department of Water and Environment in relation to this who have advised (Appendix 1) that as a result of the completed flood mitigation levee construction they "don't specify a finished floor level for this location, based on the 100 year flood level."

1.4 Vegetation

The site has limited substantial remnant vegetation and approval was granted by the EPA (2018) for clearing of vegetation to accommodate the development of playing fields and associated works on the site.

The site is not mapped as an Environmentally Sensitive Area and is therefore not constrained in this regard

1.5 Wetlands

There are no mapped wetlands located on the subject land and the land is not constrained from development in this regard.

1.6 Bushfire Hazard

The site is mapped by the Department of Fire and Emergency Services, as Bushfire Prone. Accordingly a Bushfire Hazard Assessment has been undertaken and a Report has been prepared by Smith Consulting (attached) which concludes that the site is not subject to unacceptable fire risk and the site is classed as from BAL Low to BAL 12.5. All risk levels of BAL 12.5 emanate from vegetation offsite. Any vegetation onsite is either managed/reticulated and mowed or low threat.

The Assessment report notes that the Bushfire Planning Guidelines do not apply to existing buildings and further concludes:

"The BCA does not trigger the application of AS 3959-2018 for Class 9 buildings. This BAL report indicates that the bushfire risk is relatively low and that any potential future buildings may be subject to ember attack, but not flame contact or radiant heat".

State Planning Policy 3.7 "Planning in Bushfire Prone Areas" Clause 6.6.1) requires:

"6.6.1 In areas where BAL-12.5 to BAL-29 applies Subdivision and development applications for vulnerable or high-risk land uses in areas between BAL-12.5 to BAL-29 will not be supported unless they are accompanied by a Bushfire Management Plan jointly endorsed by the relevant local government and the State authority for emergency services."

As the site is classified as between BAL Low and BAL 12.5 there is no requirement for the preparation of a Bushfire Management Plan to accompany the Local Development Plan.

As discussed in the BAL Assessment, Section 5.8.3 "All Other Buildings (Class 4 To Class 9 Buildings)" of "Guidelines for Planning in Bushfire Prone Areas" states:

"The bushfire construction provisions of the Building Code of Australia do not apply to Class 4 to Class 9 buildings. In these instances the applicant has the discretion to utilise any or all of the elements of AS 3959 in the construction of the building that they deem appropriate."

Class 9 Buildings are defined under the National Construction Code as:

"A6.9 Class 9 buildings

A Class 9 building is a building of a public nature that includes one or more of the following sub-classifications:

- (1) Class 9a a health-care building including any parts of the building set aside as laboratories, and includes a health-care building used as a residential care building.
- (2) Class 9b an assembly building including a trade workshop or laboratory in a primary or secondary school."

As such there are additional construction standards required in respect of School Buildings (Class 9) arising from bushfire risk.

Landscaping should however be undertaken to comply with the standards established in A2.1 Asset Protection Zone (APZ) under the "Guidelines for Planning in Bushfire Prone Areas", in order to keep fire risk low across the site.

1.7 Contamination

There is no record of Contamination on site on the Department of water and Environmental Regulations Contaminated Sites database and the site is therefore not constrained in this regard.

1.8 Aboriginal Heritage

There are three Registered Aboriginal Heritage Site which influence affect the subject land registered on the Aboriginal Heritage Inquiry System (Dept Planning, Lands & Heritage) as follows:

- □ Registered Aboriginal Site 7132 BREAKWATER No. 2. Artefacts / Scatter, Mythological, Water Source Boundary reliable.
- ☐ Registered Aboriginal Site 7232 MOBURN TREE. Ceremonial, Mythological, Water Source
 - Boundary not reliable.
- □ Registered Aboriginal Site 7234 KUWINWARDU SOAK. Mythological, Camp, Water Source
 - Boundary not reliable.

The nature of the database and mapping is such that the areas defined are very generalised and an area of approximately 4km around a specific site, is flagged as potentially affected

No physical works are proposed directly arising from the LDP so there is not impact in this case, although the LDP may be referred to the Heritage division of the Department of Planning Lands and Heritage or if necessary, the Aboriginal Cultural Material Committee for review and feedback.

2.0 Local Development Plan Proposals

The possible future building locations in the LDP in general terms reflect building configurations and locations defined on the Master Plan prepared by Jaws Architects (Appendix 2). The LDP proposals are influenced by these layouts.

2.1 Use Permissibility

The LDP area comprises the Carnarvon Christian School site in its entirety. The overriding acceptable and intended Use Class for the site is "Educational Establishment". Within the LDP area, the use will be deemed a Permitted (P) use consistent with the Town Planning Scheme No. 10. All sub-classes of this forming part of this will similarly be classed as Permitted (P).

Consistent with "Part 6 — Local development plans Regulation 47 (a) and (b) of the "Planning and Development (Local Planning Schemes) Regulations 2015", Educational Establishment and related subclass uses and development generally consistent with the LDP, will be exempt from the requirement to obtain further development approval for development in the area to which the plan relates.

The exemption will include classrooms, library, day care centre, offices, recreational facilities, seating, playing fields, performing arts centre, shade structures, teacher accommodation, parking, footpaths, landscaping ancillary structures including maintenance, storage and plant and equipment.

2.2 Earthworks

To ensure consistency of level with the existing (lower elevation) administration, kindergarten, pre primary and primary classroom buildings the land to accommodate the possible future buildings, would be filled to accommodate a finished floor level of 3.8 metres AHD

If the future classrooms labeled as "GLA 2,3,4,5 and 6" on the Master Plan are ultimately constructed in this location they will be single storey. There will only be minor cut in this area so that future finished floor level will be close to natural ground level and close to the floor level (5.2 AHD) of the existing nearby Anchor Hall and classroom and music room.

Given the proposed boundary setback in this location of 5 metres and additional 10 metres setback of the adjacent grouped dwellings on Lot 189 Carrol Way/Hearn Place from the common boundary, there will be no impact on the landscape amenity of the adjacent properties.

There will be minor cut and fill in the easternmost portion of the natural low area adjacent to Babbage Island Road where possible future classrooms may be constructed. This is to divert excess storm water runoff to this area in future closer to the front boundary and thereafter northwards to the playing fields areas.

2.3 Drainage

During high severity rainfall events, storm water will naturally discharge towards the low area along the Babbage Island Road frontage and thereafter to the north towards the playing fields.

There will be some minor excavation around the low to contain infiltrate and if required to divert the storm water northwards towards the playing fields area. Additional planting will be undertaken in and around this low point, to assist in nutrient stripping prior to discharge

2.4 Vehicle Parking

The Shire of Carnarvon's Town Planning Scheme does not specify the number of vehicle parking bays required to be provided, for "Educational Establishments". It is appropriate to apply comparable rates from similar regional Local Government Authorities (LGA's) The Western Australian Local Government Association completed a report in 2018 which examined the current significant diversity of parking requirement across all LGA's in WA for different types of uses (including educational establishments). There are differences between LGA's however the predominant ratio appears to be 1 bay per employee or 1-2 bays per classroom (mode 1.25), and adequate student set down/pick up areas

For the purposes of general consistency parking provision in the LDP should be 1 bay per employee, or 1.25 bay per classroom whichever produces the highest amount. At present there are 14 (part time and full time) employees and 7 classrooms. In terms of consistency with other LGA parking requirements the current School should there have 14 parking bays (14 employees x1).

There are presently 36 existing, constructed sealed and marked vehicles parking bays flanking the main (eastern) entrance to the school. There are also 20 unsealed shaded parking bays (currently used by school staff) surrounding the central park area created in the turnaround area of the new accessway with its crossover near the Nelson Street/Babbage Island Road intersection. There is also ample room for parallel parking along this accessway for a further 45 cars on the outside verge of this accessway if required.

There are presently 101 bays available in the current parking areas and trafficable access ways.

The School believes there is a need in the short to mid tem of 1 additional classroom. Other classrooms would only be needed if the town population grows and the school student numbers with it such that the school is transformed to a high school. At present this seems highly unlikely that this will occur in the foreseeable future.

Notwithstanding this the LDP, shows a notional parking layout adjacent to the new northwesterly entrance, which demonstrates that 93 parking bay can be accommodated at full development of the subject land.

Estimated Parking Needed	E	Existing		If Master Plan fully Implemented			
School Functional Buildings	Existing No.	Bays No. Req	Future No.	Bays No. Req			
Staff (1 bay/person) assume 1.43 persons per classroom	14	14	25.74	25.74			
Classrooms (1.25 bays/Classroom) #	7	8.75	18	22.5			
Performing Arts(1 bay/4 persons) *			250	62.5			
Day Care Centre * (1 bay/person)			2	2			
Library* (1 bay/person)			2	2			
Parking Bays needed		14		93			
* - Assumed No.Persons/Employees	Ŭ V						
# lesser amount do not use i.e. use which ever is greater amount of b	t lesser amount do not use i.e. use which ever is greater amount of bays required from staff numbers or classroom numbers						

2.5 Setbacks

The Scheme does not specify setbacks for the Residential Development zone. According the following approach is proposed:

2.5.1 Building Envelope

The Building Envelope reflected on the LDP are based on the following minimum boundary setbacks:

Front (Babbage Island Road) -9 metres

Side and Rear -5 metres where building height is less than 12 metres or

-8 metres where building height is greater than 12 metres

These building envelope and setbacks are for School Buildings used for education purposes by students and staff including but not limited to classrooms, offices, meeting rooms, canteens, libraries, kindergarten, day care, halls. All must be built within the Building Envelope with these minimum setbacks.

Other structures for shade purposes; storage, maintenance, workshops, plant and equipment may be built outside the building envelope and subject to minimum front setback of 9 metres and side and rear setbacks of 2 metres

The Building Envelope and Setbacks are based on the following considerations:

The Town Planning Scheme does not define setbacks for Educational Establishments. It does however define a front setback for Private Clubs and Institutions of 9 metres. This is a comparable use from the perspective of streetscape and is proposed in this case for the Babbage Island Road frontage

Setbacks also relate to preservation of amenity between adjacent land uses and include consideration of noise mitigation. Neither the WA Department of Planning Lands & Heritage nor the WA Department of Education provide publicly available design guidelines for educational establishments for this purpose.

The NSW Department of Planning and Environment has prepared and adopted the "State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017" which provides a universal design approach to all schools within NSW in order to adopt a consistent approach. This is contained in "Schedule 2 Complying Schools" of the policy. This

includes deemed to comply provisions, which address consideration of amenity impacts (including noise) in relation to schools and adjacent developments.

This provides for 5 metre setbacks (where building height is less than 12 metres), from side and rear boundaries abutting adjacent residential and 8 metres (where building height is greater than 12 metres). This is considered sufficient for noise mitigation from classrooms, to adjacent residential development.

These represent a reasonable and considered approach to setbacks and amenity which is applied to the LDP.

2.6 Building Standards

All future buildings will comply with the Building Code of Australia and where necessary the Health Public Buildings Regulations 1992 under the Health Act.

All buildings will be finished with neutral non-glaring materials. Where new buildings are built adjacent to public roads they will include widows facing the public road, to provide passive surveillance of the public roads.

As Class 9 Buildings under the National Construction Code and the low risk arising from bushfires, there are no specific construction standard requirements in relation to mitigating bushfire risk, although the implementation of measures to prevent ember attack to buildings is desirable.

2.7 Fencing

Existing boundary fencing will be retained as it currently is.

The Babbage Island Road frontage currently has 1.8 metre high chain mesh fencing along 135m of its westernmost most frontage, which is approximately half of that frontage The balance of the Babbage Island Road frontage as well as the common boundary between Lot 1046 and the Shire of Carnarvon's BMX Track landholding (Lot 1146) is currently unfenced. It will however be fenced in future with 1.2 metre high mesh fencing with one strand of barbed wire on top and one strand at the bottom.

The south eastern frontage flanking the existing main entrance to the school has 1.8 metre high mesh fence. The common boundary fence between lot 562 and adjacent lots 181-184, is 1.8m high Colorbond fencing? The common boundary between the school's landholdings and adjacent lot 189 to the north east, is 1.8 m high cyclone mesh fencing. Given that there is a 10 metre wide internal common property private road along this common boundary serving dwellings on lot 189, this is an appropriate boundary treatment.

2.8 Landscaping

While the Scheme does not define the percentage of site to be landscaped within the Residential Development Zone the requirement in all other zones is 10% of the site area. Given the school's landholding (size 5.6 ha), if the 10% landscaping is required would warrant 5600m2 of landscaping. The objective of landscaping is predominantly to preserve streetscape and amenity of the surrounding areas.

The northern half of the site (visible form Babbage Island Road will be grassed and otherwise vegetated) will be a combination of grassed playing fields surrounded by trees and the existing

Outdoor Classroom/Orchard. This will contribute significantly to the streetscape and will occupy an area considerably greater that the 10%.

The Landscaping Plan reflected in Appendix 3 defines new landscaping to be undertaken along the road frontages and in areas where edges (paths and accessways) are or will be clearly defined. As the possible future building locations on the Master Plan are speculative and may not be constructed or may be in different configurations or locations, landscaping of these areas will be designed at that time.

Rather than specifying an arbitrary percentage of landscaping the LDP includes a Landscaping Plan which satisfies the streetscape preservation objective. Accordingly future development should include landscaping generally in accordance with the Landscape Plan.

Landscaping undertaken in accordance with the attached Landscaping Strategy is and should be undertaken to the standards within the Asset Protection Zone (APZ) defined under the WAPC's "Guidelines for Planning in Bushfire Prone Areas".

2.9 Wastewater Treatment Plant and Buffers

The Water Corporation's Waste Water Treatment Plant (WWTP) provides for secondary level treatment of sewage. It is then pumped to the adjacent controlled by the Shire and treated (chlorinated/disinfected) and stored in water ponds. As described by the Shires Local Planning Strategy the treated water is then available for reuse on public open space and private recreation areas.

As the wastewater is given primary and secondary treatment within the Water Corporation's landholding it is the Water Corporation's facility that is the odour source, for the purposes of defining an odour buffer.



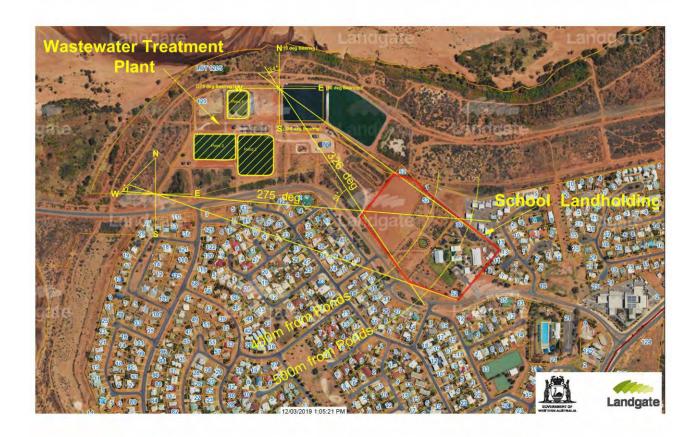
Map 3 below identifies the location of the new infrastructure and operational assets to replace the old infrastructure used for the filtration and chlorination of wastewater from the Carnarvon Wastewater Treatment Plant:

A generic odour buffer distance of 500m for sensitive land uses from WWTPs has (in the absence of detailed site-specific studies) been applied by the WAPC and Water Corporation for all WWTPs in the past.

The generic 500-metre buffer is reflected on the LDP as a reference point. The majority of the more intensively used existing buildings (classroom, offices, canteen and staff accommodation) are at or beyond the 500m buffer distance. There are other roofed unenclosed structures activity and sport areas within the 500 metre buffer area. Further in the long term (as Carnarvon and the school grows), it is intended to be expand to a High School and with this additional classrooms and associated buildings, including a performing arts centre will be built. Some of these building are intended to be within the 500m buffer and we believe this is acceptable for the purposes of the LDP as discussed.

The EPA's Guidance Statement No.3 "Separation Distances between Industrial and Sensitive Land Uses" while specifying generic buffer distances for a range of uses which generate offsite impacts (odour, noise, vibration, risks and hazards), indicates that the buffers for WWTP should be determined on a case by case basis. Further it indicates that "buffer studies (are) in progress to determine appropriate separation distances". There is therefore some ambiguity in relation to appropriate odour buffers for WWTP's.

Odours are transmitted by winds primarily at low speeds, which tend to retain and transmit the concentration of odours. That is stronger winds tend to be more turbulent in character and lead to mixing and dissipation of odours The Water Corporation ⁽¹⁾ notes "The direction of light winds is also important, as these disperse odour at a slower rate and pose a greater risk of impacting

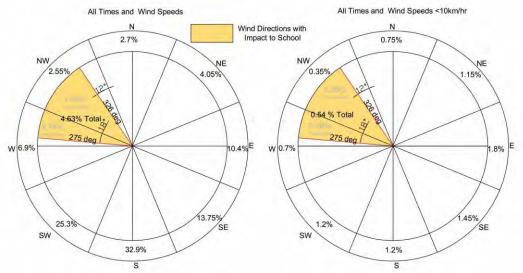


residents' amenity."

The WWTP is located to the north west of the school's landholdings in a narrow sector emanating from a bearing of 275-326 degrees (NW –51-degree range). Based on Bureau of Meteorology statistics (Appendix 4) winds from this direction (all speed and time of day) occur only 4.63% of the time.

Light winds are generally considered "stable" and transmit odours in a concentrated state, relative to stronger winds are generally considered more turbulent and lead to greater dispersion of odours. Stable winds are generally considered to be those of speeds of 1.5 metres/second and less ⁽²⁾. This equates to wind speeds less than 6km/hour. These are the wind types likely to transmit odours in concentrations from the WWTP to the school buildings. The Bureau of Meteorology data only categorizes wind in intervals of 10km/hour. In the 0-10km/hr range the frequency of winds from the north west quadrant occurs only 0.35% of the time.

The likely frequency/risk of unacceptable odour transmission and receptor impacts to the site is therefore minimal. This is borne out by empirical evidence from staff at the school. It should be noted that the all-existing buildings and likely future proposed buildings would be beyond or marginally inside the 500 metre generic buffer. The closest would be the indicative Performing Arts Centre building, which will still have 400 metre separation from the WWTP.



Given school operating hours, the likelihood of receptor impacts is further reduced. Staff accommodation is beyond the 500 metre buffer and will continue to be so.

It is predominantly the Recreation Precinct (playing fields) under the LDP that are located within the odour buffer. In the context of the Water Corporation's "Land Use Compatibility" guidelines, this is equivalent to "Public Open Space" and is deemed as a "Supported Use", by the Water Corporation.

The Water Corporation's plans in the Shire of Carnarvon's Local Planning Strategy (Appendix 5), state that the facility is likely to be replaced by a new plant in a new location by 2030, at which time the school an other closer existing residential dwellings, will no longer be constrained by odours.

2.10 After School Facilities

In the short term it is not expected that there will be a demand for CCS facilities after hours, nor is there any intention to make the facilities available for wider use other than the current students and their families. Should there be a demand in the short term for after hours use of the recreational facilities as commercial arrangements, then there is adequate areas available for short term parking within the northern access turnaround area.

If in the long tem the School is in a position to develop the Performing Arts Centre for wider public use it would be considered at that time, based on commercial considerations. If so and if required, short term parking will be available within the northern turnaround area and if necessary, the parking areas adjacent to the western most (main) entrance to the school, would be available.

2.11 Staff Accommodation

While there is no immediate need for additional staff accommodation evident, if required it would be located beyond the 500 metre buffer of the WWT and in a location within the side and rear setback distances.

2.12 Need for Amalgamation

None of the existing or possible future building conflict with current lot boundaries and as such amalgamation of the landholdings is not necessary at this time.

3.0 Conclusion

The proposed Local development Plan will provide the Shire of Carnarvon with the necessary understanding of the Schools intended long term development plans for the site and the necessary development controls, to ensure that if and when the School expansion is required, it will occur in an orderly and proper fashion. It will also provide the School with the necessary framework to undertake future development if and when it is required generally in accordance with the LDP without the need for further Planning approvals.

Appendix 1 Department of Water Email Advice

4/19/2019

Flood <flood@dwer.wa.gov.au> From:

To: dougsmith.planning@bigpond.com <dougsmith.planning@bigpond.com>, John Meggitt

<meggitt.j@carnarvon.wa.gov.au>

Mark Canny <mark.canny@dwer.wa.gov.au> CC:

Apr 16, 2019 1:48:34 PM Date:

Subject: FW: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560 562 & 1046 Babbage Island Road Carnarvon - LB Attachments:

FPM Carnarvon_Lots 1046, 562 & 560 Babbage Island Rd CARNARVON (100yr post mitigation) DWER.jpg

FW: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560 562 & 1046 Babbage Island ...

Hi,

I apologise, but this advice was incorrect. As the school is protected by the levee we don't specify a finished floor level at this location based on the 100 year flood level. The level should be based on local government's requirements and at their discretion.

Please give me a call if required.

Lauren

Lauren Greening

Senior Engineer

Flood Risk Assessment

Department of Water and Environmental Regulation

T: (08) 6364 6576 | E: lauren.greening@dwer.wa.gov.au

From: Flood

Sent: Monday, 15 April 2019 9:23 AM To: dougsmith.planning@bigpond.com

Cc: Mark Canny <mark.canny@dwer.wa.gov.au>; Simon Rodgers <simon.rodgers@dwer.wa.gov.au>;

meggitt.j@carnarvon.wa.gov.au

Subject: RE: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560

562 & 1046 Babbage Island Road Carnarvon - LB

Hi Doug,

I refer to your enquiry regarding Lots 1046, 562 & 560 Babbage Island Road, Carnarvon.

https://email.telstra.com/webmail/index-rui.jsp?v=1479958955287#app/mail

1/4

4/19/2019 FW: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560 562 & 1046 Babbage Island ...

The Department of Water and Environmental Regulation provides advice and recommends guidelines for development on floodplains with the object of minimising flood risk and damage.

The Carnarvon Flood Mitigation Design Report shows that the Stage 2 flood mitigation works that were completed in 2015 provide 1 in 100 (1%) AEP flood protection to lots 1046, 562 & 560 at Babbage Island Road with the 1 in 100 AEP flood level expected to be $^{\sim}$ 4.5 m AHD (refer to the attached plan). The available survey information is shown on the attached map.

Based on our floodplain development strategy for the area, proposed development (ie, filling, building, etc) is considered acceptable with respect to major flooding. However, a minimum habitable floor level of 5.0 m AHD is recommended to ensure adequate flood protection. In reference to your question below, when a development is outside, however within close proximity to the floodplain we still recommend that the finished floor level is 0.5m above the 100 year flood level.

Please note that this advice is related to major river flooding only and other planning issues, such as environmental and ecological considerations, may also need to be addressed.

ы	ease	give	me	a cal	Lif	VOU	wish	

Regards,

Lauren

Lauren Greening

Senior Engineer

Flood Risk Assessment

Department of Water and Environmental Regulation

T: (08) 6364 6576 | M: 0410 329 594

E: lauren.greening@dwer.wa.gov.au

From: dougsmith.planning@bjgpond.com [mailto:dougsmith.planning@bjgpond.com]

Sent: Saturday, 13 April 2019 5:11 PM To: Flood <flood@dwer.wa.gov.au>

Subject: Fwd: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560 562 & 1046 Babbage Island Road Carnarvon - LB

https://email.teistra.com/webmail/index-rul.jsp?v=1479958955287#app/mail

2/4

4/19/2019 FW: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560 562 & 1046 Babbage Island ...

I requested by telephone and email at the the Departments mid West office on the 4 April and left a telephone message at the Perth office Department on the 9th April 2019 however have not had a response. Can you please advise ASAP

We are preparing a Local Development Plan for the established Carnarvon Christian School on Lots 1046, 562 and 560 Babbage Island Road (see attached). THE LDP will reflect long term expansion plans for the School and needs to factor in potential fill

We need to factor in the minimum floor levels for future buildings to avoid inundation from flooding by the Gascoyne River and the Local Development Plan needs to reflect this level.

The site is beyond the mapped floodway by virtue of the leeves constructed along the Gascoyne River . The Shire of Carnarvon's proposed new Town Planning Scheme defines a Special Control Area (Floodprone Area) and the land is beyond this area however the DWMS prepared for Council bu Uraqua consultants, .defines the 100 year flood level in the vicinity of 4.5m AHD and notes that beyond the SCA areas should be 0.5 metres above the. Given the presence of the Levee this is difficult to understand given that the site is beyond the floodway even in the pre- levee mapping in the DWMS.

The are a current approved transportable classrooms onsite with finished floor levels of 3.88 metres. We think this is a reasonable level.

As the future expansion areas are in the lower portions of the site this would require considerable expensive (possibly un-neccesary) fill.

Can you please advise what you believe the Departments FFL should be for this site for future development?

Kind Regards

Doug Smith

Doug Smith Planning

13 Stern Close Waikiki 6169 WA Mobile 0476910361 Landline 95921257 SKYPE Phone No: 0861027927

Email: dougsmith.planning@bigpond.com

ABN: 79186070188

----- Original Message -----

From: "dougsmith.planning@bigpond.com" <dougsmith.planning@bigpond.com>

To: midwestgascovne@dwer.wa.gov.au Sent: Thursday, 4 Apr, 2019 At 10:16 AM

Subject: 100 year flood level Gascoyne River Carnarvon

We are preparing a Local Development Plan for the Carnarvon Christian School on Lots 1046, 562 and 560 Babbage Island Road (see attached).

We need to factor in the minimum floor levels for future buildings to avoid inundation from flooding by the Gascoyne River and the Local Development Plan needs to reflect this level.

I understand that we need to ensure that future floor levels are $\,$ 0.5m above the 100 year flood level of the Gascoyne River nearby the School.

Can you please advise what is the 100 year flood level (in AHD) for this particular site?

Kind Regards

https://email.telstra.com/webmail/index-rul.jsp?v=1479958955287#app/mail

3/4

4/19/2019 FW: 100 year flood level Gascoyne River Carnarvon and required finished floor level (AHD) for lot 560 562 & 1046 Babbage Island ...

Doug Smith

Doug Smith Planning

13 Stern Close Waikiki 6169 WA Mobile 0476910361 Landline 95921257 SKYPE Phone No: 0861027927

Email: dougsmith.planning@bigpond.com

ABN: 79186070188

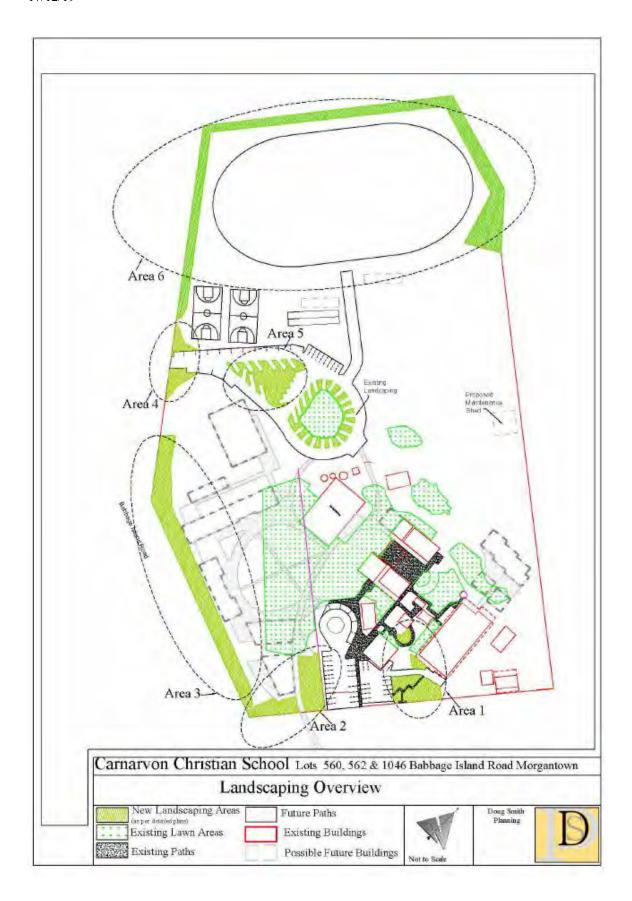
Disclaimer: This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water and Environmental Regulation, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.

Appendix 2 Master Plan - JAWS Architects (Jacob Allom Wade Pty Ltd)



Appendix 3 Landscape Plan

See separately Attached Detailed Landscaping Design for School



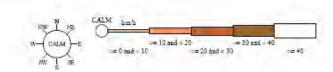
Appendix 4 Wind Direction and Frequency Bureau of Meteorology

Rose of Wind direction versus Wind speed in km/h (10 Jan 1945 to 05 Apr 2016) Custom limes selected, refer to attached note for details

CARNARVON AIRPORT

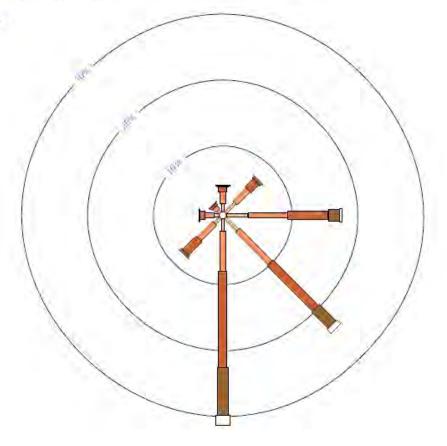
She No. 006011 • Opened Jan 1945 • Still Open • Latitude: -24.6878* • Longitude: 113.67* • Elevation 4m

An asterisk (*) indicates that calm is less than 0.5%. Other important info about this analysis is available in the accompanying notes.



9 am 25835 Total Observations

Calm 3%





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Prepared by the Bureau of Meleorology.
Contact us by phone on (03) 9669 4082, by fax on (03) 9669 4515, or by email on climatedata@bom.gov.au
We have taken all due care but cannot provide any warranty nor accept any liability for this information.

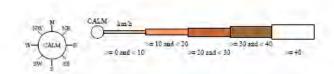
TCZ9178533 Page 1

Rose of Wind direction versus Wind speed in km/h (10 Jan 1945 to 05 Apr 2016) Custom times selected, refer to attached note for details

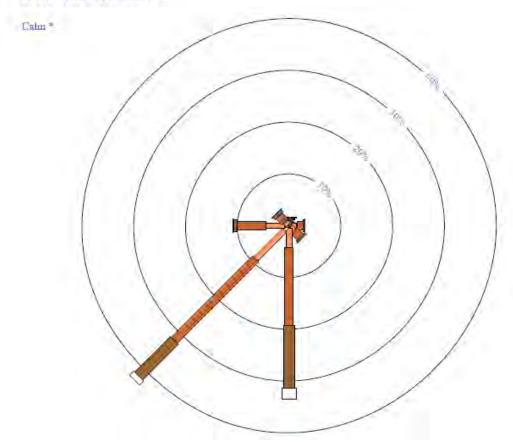
CARNARVON AIRPORT

Site No. 006011 • Opened Jan 1945 • Still Open • Latitude: -24.8878" • Longitude: 113.67" • Elevation 4m

An asterisk (*) indicates that calm is less than 0.5%. Other important info about this analysis is available in the accompanying notes.



3 pm 25552 Total Observations





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Contact us by phone on (03) 9669 4082, by fax on (03) 9669 4515, or by email on climatedata@bom.gov.au.

We have taken all due care but cannot provide any warranty nor accept any liability for this information.

TCZ9178533 Page 1

9 AM READINGS from	m Bureau of Met	terology											
Station number	Time period		Range of wind speed in	% of wind	% of wind	% of wind					% of wind	% of Calms	Row totals
			km/h	from (N)	from (NE)	from (E)	from (SE)	from (S)	from (SW)	from (W)	from (NW)		
6011	9:00 AM	25836	>= 0 and < 10	1.3	2.1	3.3	2.7	1.9	1.2	0.7	0.5	2.7	16.4
6011	9:00 AM	25836	>= 10 and < 20	1.7	2.8	6.1	7.1	6.2	3.4	1.4	0.7	0	29.4
6011	9:00 AM	25836	>= 20 and < 30	0.8	1.7	6.3	9.9	14.8	2.9	0.8	0.4	0	37.7
6011	9:00 AM	25836	>= 30 and < 40	0.1	0.4	1.8	3.6	7.3	0.4	0.1	0.1	0	13.7
6011	9:00 AM	25836	>= 40	0	0.1	0.3	0.8	1.6	0	0	0	0	2.9
6011	9:00 AM	25836	Column Totals	4	7.1	17.8	24.1	31.8	7.9	3.1	1.6	2.7	100
3PM READINGS from	n Bureau of Met	erology		•	•					•	•	•	
Station number	Time period		Range of wind speed in	% of wind	% of wind		% of wind		% of wind			% of Calms	Row totals
			km/h	from (N)	from (NE)	from (E)	from (SE)	from (S)	from (SW)	from (W)	from (NW)		
6011	3:00 PM	25553	>= 0 and < 10	0.2	0.2	0.3	0.2	0.5	1.2	0.7	0.2	0.2	3.6
6011	3:00 PM	25553	>= 10 and < 20	0.5	0.4	1.1	1	3.8	7.9	3.6	0.8	0	19.2
6011	3:00 PM	25553	>= 20 and < 30	0.5	0.3	1.3	1.7	15.3	22.6	5.7	1.6	0	49
6011	3:00 PM	25553	>= 30 and < 40	0.2	0.1	0.2	0.4	12.3	9.9	0.7	0.7	0	24.5
6011	3:00 PM	25553	>= 40	0.1	0	0.1	0.1	2.1	1.1	0.1	0.1	0	3.7
6011	3:00 PM	25553	Column Totals	1.5	1	3	3.4	33.9	42.8	10.8	3.3	0.2	100
					+								
COMBINED READING	GS - EXTRAPO	LATED (from 9	am and 3pm readings)	•	•	•		•	•				
Station number	Time period	No. of obs.	Range of wind speed in	% of wind	% of wind	% of wind		1		1	% of wind	% of Calms	Row totals
			km/h	from (N)	from (NE)	from (E)	from (SE)	from (S)	from (SW)	from (W)	from (NW)		
6011	9 AM & 3 PM	51389	>= 0 and < 10	0.75	1.15	1.8	1.45	1.2	1.2	0.7	0.35	1.45	10
6011	9 AM & 3 PM	51389	>= 10 and < 20	1.1	1.6	3.6	4.05	5	5.65	2.5	0.75	0	24.3
6011	9 AM & 3 PM	51389	>= 20 and < 30	0.65	1	3.8	5.8	15.05	12.75	3.25	1	0	43.35
6011	9 AM & 3 PM	51389	>= 30 and < 40	0.15	0.25	1	2	9.8	5.15	0.4	0.4	0	19.1
6011	9 AM & 3 PM	51389	>= 40	0.05	0.05	0.2	0.45	1.85	0.55	0.05	0.05	0	3.3
6011	9 AM & 3 PM	51389	Column Totals	2.7	4.05	10.4	13.75	32.9	25.3	6.9	2.55	1.45	100

Appendix 5 Water Corporation Plans WWTP Relocation



25th February 2020

FORM P01 - APPLICATION FOR DEVELOPMENT APPROVAL



Owner Details									
Name(s):		Shire of Carna	rvon					-	
ABN (if applicable	e):								
Mailing Address:		Po Box 459							
		Carnarvon				Postco	de:	6701	
Work Phone:	9	9410000		Fax:					
Home Phone:				Email:					
Mobile Phone:			11						
Contact Person f	or C	orrespondence.							
Signature:		23/		Date:	14	63	20		*
Signature:				Date:					
	s) Re	gulations 2015 Sc. different from o		2).	rejerreu to irre	The Fidelining C		velopii	iem (Locur
Name(s):		Gascoyne Offre	oad Racing Club In	C					
Mailing Address:		Po Box 1464, C	Carnarvon WA						
					_	Postco	de:	6701	
Work Phone:				Fax:					
Home Phone:				Email:			adı	min@g	asdash.com
Mobile Phone:	0	417173387/0406							
Contact Person for			Ted Schultz (I	A STATE OF THE STA	CONTRACTOR AND AND	n (Event Adr	min)		
			this application ma n connection with t			Yes		No	
Signature:	5116 1	or public viewing i	Treornicetion with t	Date:	16/10/2019				
Signature.		×		Date.	10/10/2013				
Property Details								*-	
Lot No:			Street No:			Location N	10:		
Diagram or Plan	No:		Certificate of Titl Volume No:	е		Folio:			
Title encumbrane	ces (e.g. easements,	restrictive covena	nts):					
Street Name: C)livia	а Тсе		Suburb:	Carnarvon				
Nearest street in			Lane and Olivia To	BA CARLES OF STATE					
ivearest street III	re12	ection.						411	

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

Proposed Development								* * *
Nature of Development	•	Works		Use	Event	Works and Use		
Is an exemption from de	evelop	ment claim	ed for part o	of the d	levelopment?	Yes	No	NO
If yes, is the exemption	for:	Works		Use				
Description of proposed works and/or land use:		t registratio sday 9 th Ap		ering a	nd community	static display fron	n 9am	– 7pm
Description of exemption claimed (if relevant)	NA							
Nature of any existing buildings and/or land use:	Use o		n front of Ga	ascoyne	e Hotel for disp	lay from 9am – 7p	m on	Thursday 9 th
Approximate cost of pro	posed	developm	ent:	\$	0			
Estimated time of comp	letion:	7pm	, 9 th April 20	20				
Checklist of required m	aterial	s	75.00				SY	Attached?
site; (ii) the existing and pro (iii) the location, height watercourses, wetle (iv) the structures and or structures to be ere (vi) the existing and pro (vii) the location, number (viii) the location and di vehicles carrying go those areas;	opposed and ty ands an environ opposed ected or opposed er, dimermension odds or sions aris propert of arons of a studies	ground level ground level pe of all existed native vegomental featuse of the son the site; means of acceptance of any arcommodities and design of cosed to develop open spany building in respect of all expects of any building any building the space of t	Is over the wisting structure getation on the ures that are ite, including ccess for pederayout of all cea proposed is to and from any open stoelop the open ce and landscoproposed to fithe develop	hole of the sand energy propose estrians car park to be proposed the site orage or storage or storage aping pube erections.	the land the sub- environmental fe ed to be remove ed hours of oper and vehicles to a ing spaces inten- covided for the lo e and the means trade display ar e or trade display roposed for the ted or altered ar	d the dimensions of ject of the application atures, including d; ation, and buildings and from the site; ded to be provided; ading and unloading of access to and from the and particulars or area; site; ad of any building the ernment requires the	and g of m f the at is	
studies.						meering or urban de	sign	
Any other plan or informat						Co. No. of the Co.		
The form (P01A) for provide	ling add	ditional info	rmation for d	levelop	ment approval f	or advertisements		
OFFICE USE ONLY	4.0E	-		*		-10-		

Application Fee:			File No.			
Fees Paid:	/	/	Application No.	Р	1	
Received By:			Record No.			
Date Received	1	1	Receipt No.			

FORM P01A - ADDITIONAL INFORMATION FOR DEVELOPMENT APPROVAL FOR ADVERTISEMENTS



1.		cription of property tion within that pro				including f	ull details of its proposed			
	Ever		layed along	Fascine grasse		ce) in front	of Gascoyne Hotel and in			
2.	Deta	ails of proposed sign	:							
	(a)	Type of structure (i.e. freestanding,			to be erected					
	Vinyl banner's tied to existing structures and freestanding vinyl and tear drop banners									
	(b)	(b) Height: 2.5m max Width: Up to 2m Depth:								
	(c)	Colours to be use	d:							
	(d)	Height above gro	und level -	Teardrop ba	nners some up	to 2.5m hei	ght from ground level			
		to top of advertis	ement:	2.5m maxim	um					
		to underside:		NA	NA					
		Materials to be used:								
	(e)			Name of State of Stat						
	(e)	Materials to be us Vinyl & Fabric tea		ers						
				ers No x						
	Illum If ye	Vinyl & Fabric teaninated: s, state whether ste	Yes Yes ady, moving	No x	rnating, digital,	animated o	r scintillating and state			
	Illum If ye	Vinyl & Fabric tea	Yes Yes ady, moving	No x	rnating, digital,	animated o	r scintillating and state			
3.	Illum If ye inter	Vinyl & Fabric teaninated: s, state whether steansity of light source	Yes Yes	No x g, flashing, alte		animated o	r scintillating and state			
3.	Illum If ye intel NA Perio	Vinyl & Fabric teaninated: s, state whether ste	Yes Yes	No x g, flashing, alte		animated o	r scintillating and state			
	Illum If ye inter NA Perio	Vinyl & Fabric teanninated: s, state whether steansity of light source: add of time for which reday 9th April 2020	Yes Yes ady, moving	No x g, flashing, alte	l:		r scintillating and state			
	Illum If ye inter NA Perio	Vinyl & Fabric teaninated: s, state whether stensity of light source:	Yes Advertisem	No x g, flashing, alte	l: ation is approve	ed:				
1	Illum If ye inter NA Perio Thur Deta All e	Vinyl & Fabric teanninated: s, state whether steansity of light sources and of time for which reday 9th April 2020 ails of signs (if any) to the vent signage to be responsed to the supplication should be supplication should be supplication.	Yes advertisem o be removed at	No x g, flashing, altered nent is required ed if this applic conclusion of e	ation is approve	ed: ay 9 th April 2				
4	Illum If ye inter NA Perid Thur Deta All e	Vinyl & Fabric teanninated: s, state whether steansity of light sources and of time for which reday 9th April 2020 ails of signs (if any) to the vent signage to be residued.	Yes advertisem o be removed at corted by a pho- and those advertise advertisem	No x g, flashing, altered nent is required ed if this applic conclusion of e	ation is approve	ed: ay 9 th April 2	2020.			
3. 4	Illum If ye inter NA Perio Thur Deta All e	Vinyl & Fabric teanninated: s, state whether steansity of light sources od of time for which reday 9 th April 2020 ails of signs (if any) to the vent signage to be responded to the support of the advertisement.	Yes ady, moving advertisem o be removed at corted by a pho and those adverses;	No x g, flashing, altered nent is required ed if this applic conclusion of e	ation is approve	ed: ay 9 th April 2	2020.			

Shire of Carnarvon

APPLICATION FOR EVENT HELD ON A SHIRE RESERVE



NOTE TO ALL APPLICANTS: PLEASE BE ADVISED THAT ALL DETAILS ARE TO BE PROVIDED. ONLY COMPLETED APPLICATIONS WILL BE CONSIDERED.

An application for an event approval will need to be submitted at least **8 weeks** prior to the event.

ORGANISER DETAILS

Name of event... 2020 Kickstarters Gascoyne Dash (20th Anniversary Event)

Applicant/organisation: Gascoyne Offroad Racing Club Inc.

Contact person (if different from above): Ted Schultz (President) / Mel Frearson (Event Manager).

Postal address: PO Box 1464, Carnarvon WA 6701

Telephone (Ted): 0417 17 387

(Mel) 0406 192 268

Email address: admin@gasdash.com

	EVENT DETAILS	
	Date	Time
Actual set up	Thursday, 9 th April 2020	8am – 11.30am
Actual event start	Thursday, 9 th April 2020	12noon
Actual event finish	Sunday 12 th April 2020	11pm
Actual completion of clean up	Monday 13 th April 2020	9am – 3pm

Proposed Venue Details: E.g. name of reserve, building or public open space

Thursday 9th April 2020

Registrations, Scrutineering & Community Static Display – Olivia Tce in front of Gascoyne Hotel – use of road & public carpark directly across the road from Gascoyne Hotel.

Friday 10th April 2020

Prologue (on designated track) land currently being leased by GORRC off North West Coastal Hwy

Saturday 11th April 2020

Day ONE Racing (on designated track) from land currently being leased by GORRC off North West Coastal Hwy

Sunday 12th April 2020

Day TWO racing (on designated track) from Gascoyne Junction to Carnarvon with finish line at land leased by GORRC

Presentation Awards Ceremony at Carnarvon Civic Centre, Woolshed (already booked)

Event Description E.g. Sporting, commercial, entertainment

Kickstarters Gascoyne Dash is an offroad desert race conducted under the affiliation and general competition rules of the Confederation of Australian Motorsport (CAMS) & Motorcycling WA (MWA). The 2020 event will also be Round 2 of the Western Australian Offroad Racing Championship.

All First Aid/Medical Coverage will be outsourced to Medic Aid WA who provides medical coverage for the entire event in accordance with CAMS & MWA regulations.

Entertainment- Brief details (number of stalls / products/ entertainment- bands, amplified music/ animals/ activities/ farm machinery/rides)

PA System to use during registration, scrutineering and display event on Thursday 9th April. Event merchandise to be sold at registration table

Primary Purpose of Event eg: fundraiser for community group:

Showcase Gascoyne region to families and motorsport enthusiast's by delivering unique desert race encompassing the 2 main townships of the region, Carnarvon & Gascoyne Junction

Will event include fireworks?	Circle answer	Yes	No
Is alcohol to be sold? (Presentation Awards answer Yes No	Ceremony Only)	(c)	Circle
Is food to be sold?	Circle answer	Yes	No
Will there be any other trading at the event?	Circle answer	Yes	No

Details of any tents, marquees, stages to be used for the event:

'Bat Cave' inflatable shade to be erected for sun protection – used annually for this event – Spec's of Bat Cave to be provided at a later date.

3x3 pop up marquee's along track and at start and finish line.

Details of any road closures or use of roads for the event

Olivia Tce – closure from Cnr of Camel Lane (lotteries house) along Olivia Tce to round about at Robinson Street Intersection on Thursday 9th April ONLY – **Site Map & last years TMP** attached for your reference

EXPECTED ATTENDANCE

Maximum Number of People Expected: at any given time: 400

Anticipated total number for entire event: 1050

Type of audience e.g. youth, adult, family etc. Youth, Family, Adult, Motorsport Enthusiast's

Have you ever conducted this event before and if so, when / where was it held?

Event held annually since 2000

	EVENT FA	CILITIES	
Power Supply Details: (g	enerators or existing):	Existing	
Water Supply Details: (so	cheme or rainwater): Bo	ottled water provide	d
Toilets Available	Closets	Urinal	Wash Hand Basins
Male			
Female		N/A	

^{*} Thursday 9th April – Registration Event – Use toilet facilities at Gascoyne Hotel

^{*}Friday 10th – Sun 12th April – Prologue, Racing Days – Portable ablutions to be hired.

	EVENT FEES/BONDS
FEE	If/When consent is granted for an event to occur on a Shire reserve it will
BOND	include an invoice for the fee/bond. Consent will be subject to payment being received

I, Mel Frearson	as the event organiser,
applying for approval to host an event in the Sh	nire of Carnarvon, acknowledge that the
information and completed actions in my applic responsibility of the facility and/or reserve during	
compliance with the Shire's conditions of hire a	
against any action, suit or proceeding caused by	
requirements or as a result of my negligence of liability and other insurances are in place for the	
I understand that the Events Package is a guid number of statutory requirements. There could the event guide to which I may be responsible	e and has been compiled according to a be other requirements that exist outside of
Signature WAFRCARSON	
Date16/10/2019	

Checklist for applicant – actions required and time schedule

Task/Action	Tick if applies to you	Event package section	Minimum time frame prior to event for provision of relevant information and	Tick when completed
		No.	event application to Shire	
Public Building approval application	V	4	8 weeks – Application for this must be included with event application	
Toilets	√	5	8 weeks – Provide information on this with event application	
First Aid	√	6	8 weeks – Provide information on this with event application	
Waste/Rubbish disposal	√	7	8 weeks – Provide information on this with event application	
Noise		9	8 weeks – Application for this to be included with event application	
Risk Management plan	√	10	8 weeks – Provide this with event application	
Marquees or tents > 55m2 each - Engineers Certificate		12a	8 weeks -Structural Engineers Certificate to be included with event application	
Stage - Engineers Certificate		12b	8 weeks -Structural Engineers Certificate to be included with event application	
Temporary signs	√	13b	8 weeks – Provide information on this with event application	
Development Application		13c	8 weeks – Application for this must be included with event application	
Notify Police of event	V	15	8 weeks – Provide information on this with event application	
Sale of Goods, wares, merchandise (food)	√	8	2 weeks – send list of all stallholders to Shire	
Public Liability Insurance	√	1	2 weeks – Copy of Certificate of Currency sent to Shire	
Sale of Liquor Department Racing Gaming Liquor		2	2 weeks – send copy of permit to Shire	
Fireworks Department. Of Industry and Resources		3	2 weeks – send copy of approval to Shire	
Traffic management – road closures	V	18	2 weeks – send copy of Police approval to Shire	
Public Building Clearance certificate application	√	4	Before start of event	
Marquees or tents < 55m2 - checklist	V	12 a	Before start of event	
Show amusement rides		12c	Logbook and certification to be sighted by Shire before start of event	
Camping – list of vehicles linked to people camping on site		14	Before start of event	

A. Application to Construct, Extend or vary a Public Building

Shire of Carnarvon

APPLICATION TO CONSTRUCT, ALTER OR EXTEND A PUBLIC BUILDING OR SPACE

HEALTH ACT 1911, S.176

HEALTH (PUBLIC BUILDINGS) REGULATIONS 1992 R.4 FORM 1



I being the owner/agent hereby apply under Section 176 of the Health Act 1911 to construct/alter/extend a public building/space:

Notes: This may include setting up for an outdoor event where numbers of people gather even if no structures are being 'built' in the ordinary sense of the word.

This application is not required in respect of work that requires a building permit.

PREMISES DETAILS	
Name of building/place/event:	2020 Kickstarters Gascoyne Dash Registration, Scrutineering & Static Display – Thursday 9 th April 2020
Street address or location description:	Olivia Tce (with use of public car park opposite Gascoyne Hotel) from cnr of Camel Lane to round about at Robinson Street
Nearest cross-street:	Camel Lane/Olivia Tce to round about on Olivia Tce/Robinson Street
Intentions for use	Registration, Scrutineering and Static Display Event
In support of this application I	nereby submit plans and detail as required together with the prescribed fee.
ANY OF THE FOLLOWING IN The owner, occupier, manage converted thereto.	AY SIGN THIS NOTICE: , trustee or other person by whose authority such public building is intended to be built, created or
SIGNED:	
OWNER/AGENT:	
ADDRESS;	
	OFFICE USE ONLY
TELEPHONE:	EMAIL:
	Barrier Carlo

B. Application for a Certificate of Approval (Public Building)

Shire of Carnarvon APPLICATION FOR CERTIFICATE OF APPROVAL

FORM 2

HEALTH ACT 1911

HEALTH (PUBLIC BUILDINGS) REGULATIONS 1992



I being the owner/agent hereby apply for a Certificate of Approval in respect of:

PREMISES DETAILS

NAME OF: Olivia Tce and public car park opposite Gascoyne Hotel to roundabout of Olivia Tce/Robinson Street – see attached map

STREET: Olivia Tce

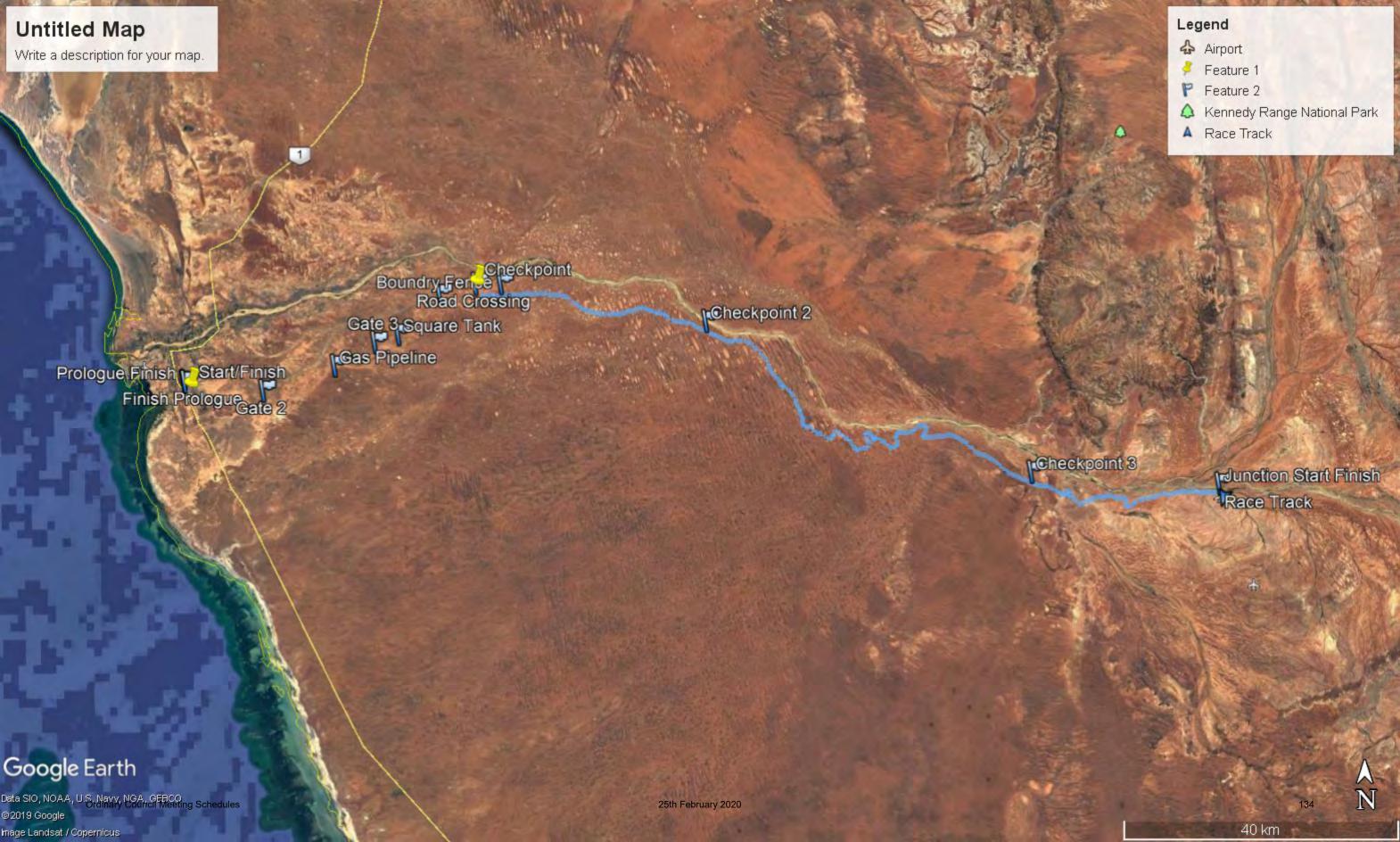
SUBURB Carnarvon P/CODE 6701

NEAREST CROSS STREET Camel Lane/Olivia Tce

Construction/extension/alteration of	in accordance with	
your approval given on	Applic. No	
Signed		
Owner/Agent		
Address		
Telephone		
Fax		OFFICE LISE ONLY

OFFICE USE ONLY	
Date rec'd:	
Rec'd by:	
Account #:	117030
Fee paid:	\$
Receipt #:	
File #:	4C0221 /
Record #:	







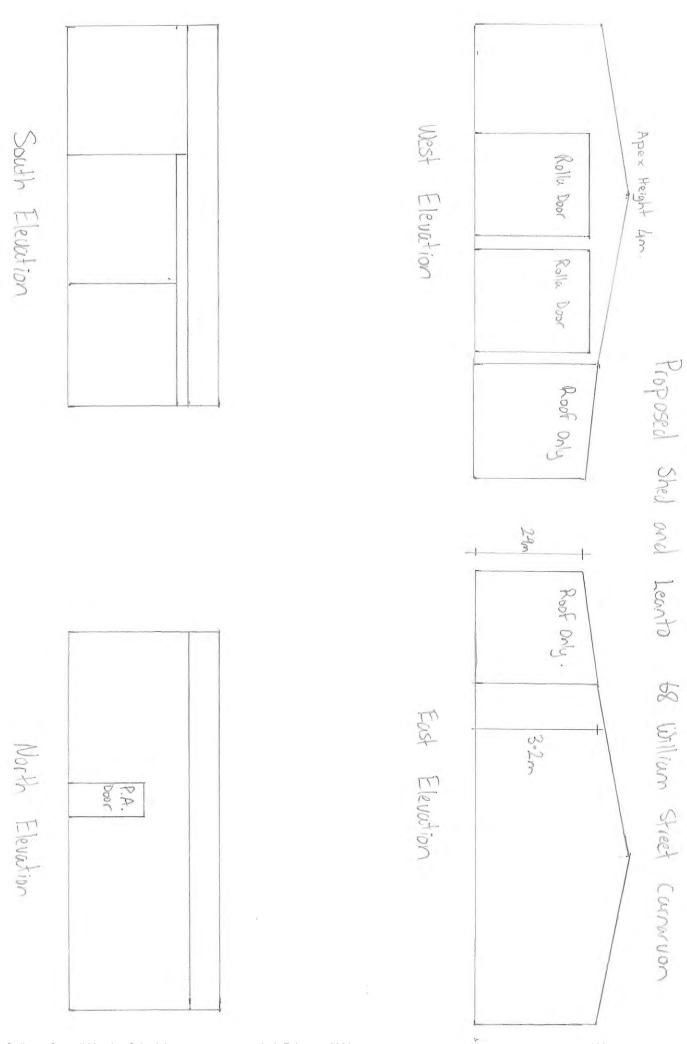
FORM P01 - APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details	and the same of the					
Name(s):	VAYNE HA	RdIN	9			
ABN (if applicable):						
Mailing Address:	8 WILLIAM	1 57	CAR	Postcode:	7 4	1A 70/
Work Phone:		Fax:				, , ,
Home Phone:		Email:	Jest yn	C 676	ICP	onst
Mobile Phone: 042	27611244		9 9 n	1911. CO	4.	
Contact Person for Correspo	ndence: Paul Kea	rney Mo	b: 0428350	276 email: F	aulkear	neysla hotmail
Signature: W	Lance Com	Date:		12/2		J
Signature:		Date:		·	- 4.	
the purposes of signing this ap Planning Schemes) Regulations Applicant Details (if differen	s 2015 Schedule 2 clause 62(.		referred to in t	he Planning and	Developm	ent (Local
Name(s):	t nom owner)					
Mailing Address:						
				Postcode:		
Vork Phone:		Fax:				
lome Phone:		Email:				
Mobile Phone:						
Contact Person for Correspor	ndence:					
he information and plans provi	사용 가능하는 아니라는 것이 그를 다음을 하면 바꾸 바다 위에 가는 살이 되었다.			Yes	No	
he local government for public	viewing in connection with t	7500	on.			
ignature:		Date:				
Property Details	1					
ot No:	Street No:	68		Location No:		
Diagram or Plan No:	Certificate of Titl Volume No:	le		Folio:		
itle encumbrances (e.g. ease	ements, restrictive covena	ants):				
	Cl 1			2		
Street Name: William		Suburb:	tast (arrayuun		
Nearest street intersection:	Saw Street					

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

Proposed Develo	pmei	nt		وأستحص			4			
Nature of Develop	omer	it:	Works		Use		Wor	ks and Use		
Is an exemption f	rom (develo	pment clai	med for pa	art of the de	velopment?	Yes		No	
If yes, is the exem	ptio		Works		Use					
Description of proposed works and/or land use:		sh. 10	ed/G	drage set bo	built or	Shire	bou	urdory	wit	ha.
Description of exemption claime relevant)	ed (if									
Nature of any exist buildings and/or I use:		Re	esiden!	ral						
Approximate cost	of pi	ropose	d develop	ment:	\$	40,0	OÕ			
Estimated time of				6 mon						
site; (ii) the existing a the location, watercourse (iv) the structures to the existing a structures to the existing a (vii) the location, (viii) the location vehicles carr those areas; (ix) the location, manner in w	of the and p heigl s, we es and p be el and p num and o ying g dime hich i	roposed ht and t tlands a d enviro roposed rected o roposed ber, din dimensi goods of ensions a t is prop	d ground le ype of all e ind native v nmental fe d use of the on the site; d means of nensions ar ons of any r commodit and design posed to de any open sp	vels over the xisting struct regetation continues that it is site, include access for parties to and for of any oper evelop the opace and large evelop the opace and large and large evelop the opace evelop the o	lot numbers, in whole of the ctures and endon the site; are proposed ling proposed pedestrians are all car parkings and to be profrom the site and storage or to pen storage on descaping produces.	e land the sulvironmental for the land the remove hours of opend vehicles to g spaces intervided for the land the mean are de display a prosed for the land the mean are trade display a posed for the land the mean are trade display a posed for the land the mean are trade display a posed for the land the mean are trade display a posed for the land the la	nd the direct of the eatures, it is and from and from a coding a sof accepts and properties of accepts and properties are and properties and properties are and properties are are and properties and properties are	ne application includings of the site; e provided; nd unloading ss to and fro	on; and g of m f the	
intended to be retain	ined.									
A report on any spe applicant to underta studies.								and the same of th	The second second	
Any other plan or in	form	ation th	at the loca	governme	nt reasonably	requires				
The form (P01A) for	prov	iding ad	lditional in	formation f	for developm	ent approval	for adve	rtisements		
OFFICE USE ONLY										
Application Fee:		I . I			le No.		1 1			
Fees Paid:		/	/		pplication N	0.	P	/		
Received By:				TI	ecord No.					
Date Received		1	1	R	eceipt No.					





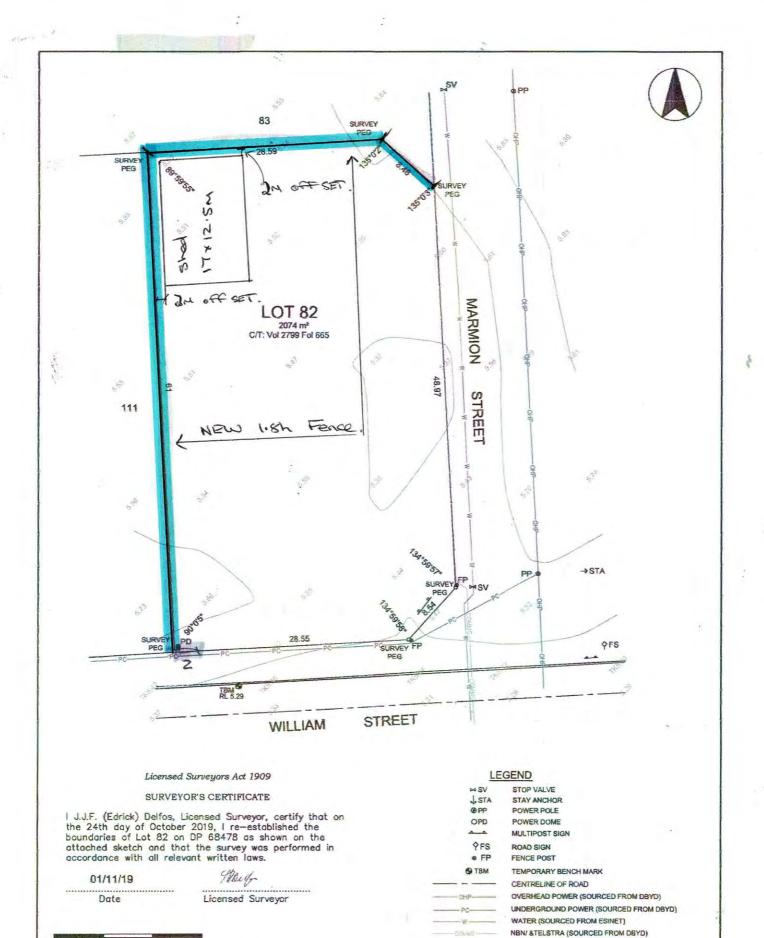
FORM P01 - APPLICATION FOR DEVELOPMENT APPROVAL



Owner Details						THE PARTY		
Name(s):	Craig W Cond	lie and Kathleen J	Donald					
ABN (if applicable):								
Mailing Address:	PO Box 170, 0	Carnarvon W.A., 67	01					
					Postcode:	6701		
Work Phone: 9	941 6307		Fax:					
Home Phone:			Email:			A 24		
Mobile Phone: 04	428527693			cwckjd(a)bigpo	nd.com		
Contact Person for C	orrespondence:	Kathy Donald						
Signature:	2530	ke	Date:	6-2	- 2020			
Signature:	G	9	Date:	6-2	2020			
the purposes of signin	g this application	d on all applications. T an owner includes the hedule 2 clause 62(2).				Company of the Compan		
Applicant Details (if	different from o	wner)	10.					
Name(s):								
Mailing Address:								
					Postcode:			
Work Phone:			Fax:					
Home Phone:			Email:					
Mobile Phone:								
Contact Person for C	orrespondence:	49						
The information and pl the local government f				, Y	es	No		
Signature:			Date:					
Property Details								
Lot No:	82	Street No:	115	Lo	ocation No:			
Diagram or Plan No:	68478	Certificate of Title Volume No:	2799		olio:	665		
Title encumbrances (e.g. easements, restrictive covenants):								
Street Name: William Street Suburb: East Carnarvon								
Nearest street inters	ection: Marmid	on Street						

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

Proposed Developmen	t	12.51				A SECOND	
Nature of Developmen	t:	Works	1	Use		Works and Use	
s an exemption from d	evelop	ment claim	ed for p	part of the de	evelopment?	Yes No	✓
f yes, is the exemption	for:	Works		Use			
Description of proposed works and/or land use:	4 hay shed for storage of privately owned caravan, camp trailer an						
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Any other plan or inform	nation th	nat the local	govern	ment reasonal	bly requires		
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APPROVED BY: ED	01/11/19	FIELD BIC TSC#2					

12





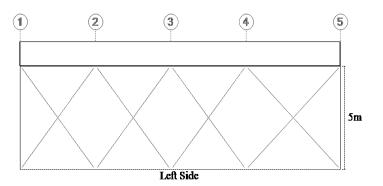
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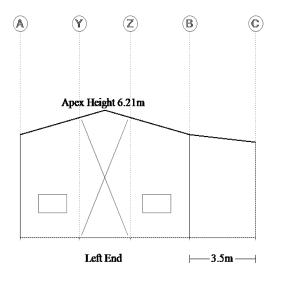
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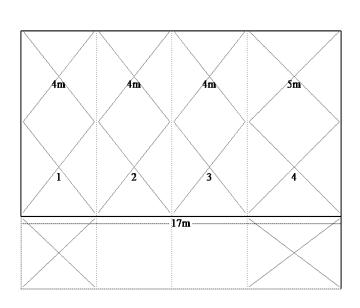


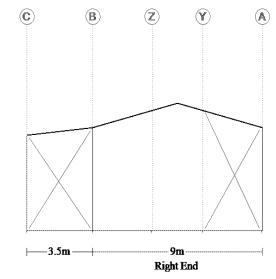
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Drawing # WSS193830 - 3	Print Date: 06/01/20	© Copyright Steelx IP Pty Ltd	Email: admin@sheds.com.au	Signature: PAR R. Nancarrow Date: 06/01/20

Cross Bracing (Side Walls, End Walls) is achieved with 10mm Cable. Refer to Connection Details. Cross Bracing (Roof) is achieved with 1.2mm Strap (double strapping). Refer to Connection Details.









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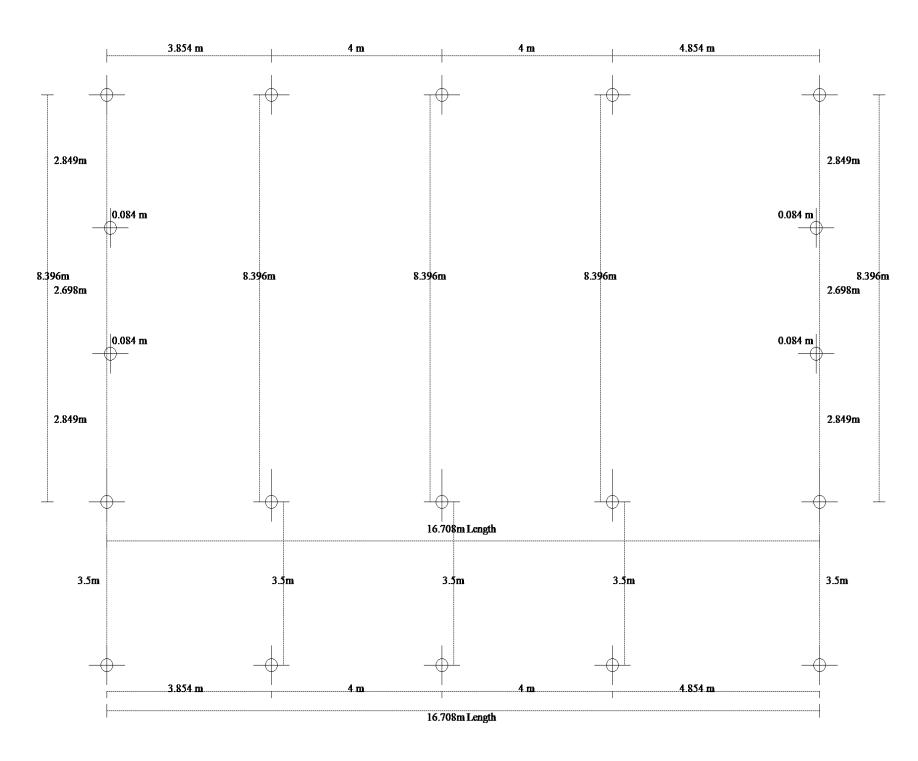
Purchaser Name: Trac Building Services Site Address: William Street East Carnarvon WA 6701 Australia Drawing # WSS193830 - 5 Print Date: 06/01/20

Bracing NOT FOR CONSTRUCTION Not to Scale © Copyright Steelx IP Pty Ltd

Seller: Wide Span Sheds Pty Ltd Phone: 07 5657 8888 Fax 07 5657 8899 Email: admin@sheds.com.au

TNC ENGINEERING PTYLTD ACN: 610 855 260
ME Aust. (Registered NER Structural & Civil) 2741240
QLD: RPEQ No. 13750; MC: EC44684; TAS: CC6968; N.T: 225521ES;
Practising Professional Structural & Civil Engineers

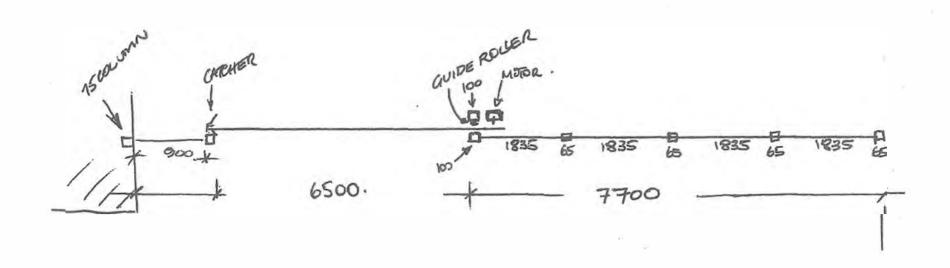
Signature: Pl Home R. Nancarrow Date: 06/01/20 These dimensions are provided as a guide only. It is the responsibility of the concreter to confirm that all dimensions are correct. Refer to Slab Plan for concrete stepdowns.



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Site Address: William Street East Carnarvon WA 6701 Australia		PIER MEASUREMENT ONLY. NOT FOR CONSTRUCTION Not to Scale	Seller: Wide Span Sheds PtyLtd Phone: 07 5657 8888 Fax: 07 5657 8899	Practising Professional Structural & Civil Engineers	
Drawing # WSS193830 - 6	Print Date: 06/01/20	© Copyright Steelx IP Pty Ltd	Email: admin@sheds.com.au	Signature: R. Nancarrow Date: 06/01/20	

These dimensions are provided as a guide only. It is the responsibility of the concreter to confirm that all dimensions are correct. 17m 9m 12.5m 50mm Stepdown 3.5m 20mm Fall 11.768m 5.232m TNC ENGINEERING PTY LTD
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ME Aust. (Registered NER Structural & Civil) 2741240
QLD: RPEQ No. 13750; VIC: EC44684; TAS: CC6968; N.T: 225521ES;
Practising Professional Structural & Civil Engineers Purchaser Name: Trac Building Services Seller: Wide Span Sheds Pty Ltd Phone: 07 5657 8888 Fax 07 5657 8899 Email: admin@sheds.com.au **Slab Dimensions** Site Address: William Street East Carnarvon WA 6701 Australia Also refer to Concrete Piers Plan. NOT FOR CONSTRUCTION Not to Scale © Copyright Steelx IP Pty Ltd Signature: P. Mancarrow Drawing # WSS193830 - 7 Print Date: 06/01/20 Date: 06/01/20





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3 100 MM POSTS . X 2660.

4 65 MM POSTS . X 2660.

1 PANEL 900 X 1800 . (BOMM)
THILL

4 1 1830 (5 MM GEORGIE) X 1800.

20 BRACKETS

1 GATE 7000 X 1800.

1 MOTOR 4

TRACK
WHERS ETC.
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Schedule 8.3.7(b)







Schedule 8.3.8(a) Australia Post Mobile Trader – Coral Bay

8.3.9.(a) SCHEDULE - CARNARVON TOURISM ACTION PLAN 2012-2015 (Draft - Updated 18 02 13)



CARNARVON TOURISM STRATEGY 2012-2015 ADDENDUM & ACTION PLAN



August 2012

Marketrade 78 Solomon Street Fremantle WA 6160

P. 08 9335 7382 P. 08 6468 1158 M. 0407 581 481

Consistent with Tourism WA's 2010-2015 destination development strategy, Carnarvon continues to aim to establish itself as a destination by creating a broader range of visitor services, experiences and infrastructure and convey a message that Carnarvon is a unique holiday destination - in achieving its tourism potential.

DISCLAIMER

The findings, conclusions and recommendations in this report are based on interviews, reports and consideration of third party documents, the veracity of which are unable to be warranted. As a result, any representation, statement, opinion or advice, expressed or implied in this report is made in good faith but on the basis that Marketrade, its agents, associates and employees are not liable (whether by reason of negligence, lack of care or otherwise) to any person from any damage or loss whatsoever which occurred or may occur in relation to that person taking or not taking (as the case may be) action in respect of any representation, statement or advice referred to in this document.

TABLE OF CONTENTS

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Introduction	4
Background	5
7. Action Plan	10
Short Stay & Day Trip Itinerary Options	19
Carnaryon Brand Style Guide	20

Introduction

The 2010-2015 Carnarvon Tourism Strategy has become a blueprint guiding the development of the town of Carnarvon as a leading tourism destination, and over time positioning Carnarvon as the social centre of the Ningaloo and World Heritage Coast.

The Carnarvon Tourism Strategy is about raising the profile and positioning the town of Carnarvon as a visitor destination and the 'central hub' to a range of accessible and diverse and extraordinary experiences.

An update to the Strategy was required and a Workshop with the Carnarvon Tourism Alliance in July 2012 provided the basis for this addendum. A number of issues were identified that require addressing and/or monitoring to help Carnarvon realise its tourism potential. The issues include:

- 1. Airfares to Carnarvon are up to 40-70% more expensive than comparable airlines or destinations. Further, the existing airline service provider, Skippers Aviation, is not linked into the global distribution system that travellers (throughout the world) otherwise use to book air travel, hire cars, hotels and holiday packages. The Perth-Carnarvon route is government regulated and subject to change however at present does not provide any linkages. The Tourism Alliance must engage with Agencies, Ministers and Airlines to bring about change that
- 2. Governance of the Tourism Alliance [TA] which represents the Tourism Community, relates to Carnarvon and puts suggestions and recommendations forward to the Shire Council, requires formalising to help sustain its future and ensure its effectiveness. Specific requirements include the introduction of a governance charter that provides guidance on the TA's operations. For example, outlining member requisites, roles, duties and authority; member recruitment, appointment and succession procedures; overview of the TA's purpose¹, aim and meeting schedule; induction and training of new members addressing their role², responsibilities, contribution, reporting and term of appointment; meeting procedures, dispute resolution, and group structure [i.e. limitation of ten members, quorum of five, bi-annual renewal of two members]; role of the chairperson, deputy chairpersons and executive members; and TA performance assessment procedures.
- Carnarvon's branding and the intellectual property in the logo, slogan and variations therein must be registered through IP Australia [i.e. federal government]. This will provide the basis to use the branding indefinitely and with the legitimacy to extend its use within Carnarvon's business community. Not registering the intellectual property may result in the slogan becoming the property of another business who insists Carnarvon stop using it. Once the IP is registered Carnarvon should resist ANY attempt to change the logo or slogan before 2020 and thereafter consider only minor and insignificant changes to 'freshen' up the brand. There is also a need to seek a commitment from the Shire to resist any attempt to change the brand which takes both time and money to develop and embed.
- The Carnarvon Holiday Planner is evolving into a remarkable asset helping to develop the destination. However, the Planner's limited advertising revenue makes it difficult to introduce continuous [annual] improvements to text, maps and graphics. The TA, Shire, Chamber of Commerce and Carnarvon Tourism community must explore fund raising, donations, membership drives and user-pays approaches to ensure annual improvements can be funded. The current model is based on a ratio of advertising to editorial (ie an increase in the number of adverts (paid) will result in an increase in the amount of space available for editorial, maps etc).

¹ Purpose can include implementing & renewing Camarvon's Tourism Strategy, monitoring Carnarvon's tourism performance vis-a-vis competitors and the region, managing relations with stakeholders & community, lobbying on behalf of Camarvon's tourism sector, and providing independent support and advice to Agencies and Authorities on tourism-specific issues.

² Roles for individual members could include administration secretary, media-publicity coordinator, finance-grants coordinator, governance & protocol supervisor, marketing-promotion coordinator, technology coordinator, activities-experiences coordinator, Shire & Government & RTO Liaison and industry-capacity development coordinator.

- Technology is playing an increasing role in our daily lives, including that of visitors and travellers. It is imperative that Carnarvon's Tourism Strategy brings technology into its 'strategy arena' with periodic improvements and initiatives that involve technology. This will impose on the budget and funding requirements.
- Continuous improvement of Carnarvon's tourism appeal will inevitably focus on the 'little things' that make a destination better than its peers. Now is the time to identify the 'little things' and gradually build them into the tourism offering so that favourable word of mouth can be further encouraged. Potential 'little things' include: high quality visitor service standards across Carnarvon; clean, tidy and safe streetscapes; Carnarvon "Friendly" being a part of our community, all-inclusive experiences and activities (i.e. for young, old, impaired and budgetrestricted]; high quality visitor orientation using multiple mediums [i.e. print, signage, WWW, personal devices]; and welcoming entrances, rest areas, parking facilities, scenic drives and short-stay options³; Other 'little things' must be explored.
- Projects the need to identify projects which are realistic in terms of cost and available resources but have a significant impact. Source opportunities to allow these to be effectively co-ordinated, implemented and managed (eg the illumination of the Main Street and significant icons such as the OTC Dish which will provide a self-drive "tour by night" and increase visitation for a reasonable cost, with limited ongoing maintenance.
- Packaging the current air service provider does not provide operators with the ability to 'package' effectively or extensively and fully utilise the opportunities on offer. There is a need to ensure that operators and groups 'package' at a local level eg GAHCC, the Jetty & the OTC Dish & Space Museum. In addition to this the Tour Groups and Bus Tours travelling through the region need to be contacted and a series of options provided for their consideration.

Background

The Carnarvon Tourism Alliance was formed in 2007 and in 2008/09 developed an action plan to guide improvements to Carnarvon's tourism performance. The Tourism Alliance and the Shire of Carnarvon sought to bring continued change in the short-medium term and in 2010 commissioned a tourism strategy for 2011-2015. The primary purpose of the tourism strategy was to help Carnarvon achieve its tourism potential by focusing on essential enhancements, actions and messages. During 2010-2012 significant progress was achieved by the Carnarvon Tourism Alliance, which has proven effective in bringing about significant change and improvement to Carnarvon's tourism offering and profile.

In July 2012 a workshop was facilitated with the Carnarvon Tourism Alliance to review achievements during 2010-2012 and to identify further priorities to address during 2012-2015.

A review of the 2011-2015 Tourism Strategy concluded that much of the analysis and 'context' within the original report remained valid and relevant. As a result, the underlying aim of Carnarvon's tourism strategy remains well-founded and subsequently this addendum presents the Tourism Alliance with an update of issues to monitor and actions to implement during 2012-2015.

Current Situation

- Carnarvon's destination appeal is based on heritage [i.e. Jetty, OTC, GAHCC, HMAS Sydney], marine environs [whales, dugongs, turtles, fishing, diving, boating, swimming], indigenous tourism [Gwoonwardu Mia], hospitality [cafes, restaurants, pubs], landscapes [beaches, ranges, river, reef and the town's services and infrastructure. A long term aim is to become the social hub of the Ningaloo Coast and a prominent short stay destination between two World Heritage
- Carnarvon's competitive advantage includes being a major regional town between two World Heritage areas, having a holiday friendly year-round climate, seasonal whale-dugong-turtle

³ For example, provide genuine guidance to travellers who only want to 'pass through' for a very short stopover [e.g. to fuel up, buy provisions, make repairs, have a meal]. This may be a one-hour stopover but it can generate well over \$200 per vehicle. Perhaps achieved through signposting a recommended route [e.g. via Sydney memorial drive, to recommended shops & service providers - albeit members who financially support Carnarvon Tourism Inc.].

populations, pristine mangrove creeks, significant town and social infrastructure, and close proximity to Pilbara's FIFO & resident workforce. A long term aim is to dominate as a regional services and social 'hub' and as a leading destination offering a range of experiences that extend overnight stays and increase day trips. Careful consideration needs to be given in terms of the target FIFO market, to align with the current range of opportunities and services on offer, with families potentially being a preferred target group as opposed to singles.

- Carnarvon's peak tourism season is June-August, the shoulder period is April-May and September-October, and the low season is November-March. A long term aim is to extend the peak season and increase visitation in the shoulder and low seasons through niche visitor segments, events, and increased tourism and accommodation infrastructure. There is also a potential, untapped market (particularly international) which could be further developed currently this segment visits the region in December, January & February, travelling through to the Kennedy Ranges and Mt Augustus. There is also a significant 'corporate tourism' market in Carnarvon which should be further developed, nurtured and capitalised on.
- Carnarvon tourism visitation is approximately 104,000 overnight visitors p.a. and around 721,000 visitor nights p.a. with an estimated 160,000+ day visits p.a. A long term aim is to increase the accommodation capacity [i.e. number of beds; 4-5 star capacity; camping & overflow capacity] and improve its appeal as a day trip destination [i.e. stopover].
- Carnarvon's visitor market is seemingly 'fixed' with holiday makers [45%], Nomads and yearround travellers [35%], and international visitors [15%]. A long term aim is to increase the number of fully independent travellers, group tour travellers, and niche and event visitors. The "corporate tourism' market also needs to be included and considered.
- Carnarvon's branding and promotion is proving effective in re-positioning and differentiating as a destination using a slogan ['catch a taste'], logo, targeted promotions [e.g. TV adverts, online movie, http://www.youtube.com/watch?v=-tM_p9W4KRw and improved visitor guides. A long term aim is to position Carnarvon as a social hub and a heritage-marine-adventure destination.
- Carnarvon's visitor experiences have benefited from recent additions including Gwoonwardu Mia's new interpretive gallery, children's water-playground, Robinson St upgrade [alfresco amenities], Shire-run Visitor centre (as at 1 July 2012), OTC Space-Technology museum, sealed road to Gascoyne Junction & Kennedy Ranges, Heritage precinct cafe/restaurant facility [under construction] and Fascine upgrade [2014]. A long term aim is for Carnarvon to have the tourism amenities and infrastructure to offer visitors a wide range of half and full day itineraries yearround.

Critical Gaps

The *main* gaps within Carnarvon's tourism are as follows:

- o Visitor orientation material does not provide detailed half and full day itineraries to popular sitesdestinations, depriving visitors of potential experiences and/or extended stays. This is currently in the process of being progressed with improvements already made to the Holiday Planner and other material.
- o Some visitor experiences are under-developed or under-promoted, for example, turtle watching, bird watching, canoeing/kayaking, Point Quobba [safe swimming beach], 4WD'ing, local produce-BBQ-picnicking [recipes & locations] and sunset viewing [OTC & 1-Mile Jetty]. There is 'work in progress', including TWA's Quobba-Gnaraloo 4WD coastal tour and the Gascoyne Dash progressing some potential options in relation to 4WD'ing.
- o Carnaryon requires additional accommodation capacity such as resorts, serviced apartments, self-contained hotel-motel and budget accommodation.
- o Carnarvon has limited capacity to accommodate bus/coach groups due to high demand from year-round business travellers within the existing hotel-motels.
- o Carnarvon requires a large volunteer base, along with the ongoing development of skills within the local community – the introduction of additional tourism units at the local TAFE may assist. Mechanisms need to be identified to address the shortage of volunteers eg the OTC Dish & Carnarvon Heritage Precinct are reliant on volunteers and potentially may close without volunteer support. Solutions such as an 'on site' caretaker may be an option to pursue (OTC).

- o Promotion of Carnarvon has overlooked 'differentiating' using unique images and descriptions that could otherwise raise visitor awareness of Carnarvon's true potential as a destination. This is 'work in progress' with a 6 minute segment and a TV awareness campaign planned for 2013 to coincide with the completion of the upgraded main street.
- o Downloadable maps on the Carnarvon.org.au website lack detail and navigability. The maps require additional sites, attractions, suggested routes, recommended eateries and picnic sites. The update of the town and coastal maps in the 2012/2013 Holiday Planner has been implemented and will be incorporated into the updated website and other mediums as upgrades occur and projects are progressed.
- Carnarvon's Food Trail [stalls-shops] along North & South River Roads is not well defined and not entirely welcoming. The better shops-stalls should become the solitary, main focus. There currently appears to be confusion amongst many operators as to where the ownership of the Trail sits. Whilst the marketing of the trail has been effective and professional, feedback from several consumers suggests that the positioning/marketing of the Food Trail requires re-visiting with the product being 'over sold' and 'under delivered'.
- o Tourism is becoming 'techno-fied' and yet Carnarvon is not well presented within online travel sites, destination planning sites, self-help travel apps/devices or emerging technologies.
- Tourism along the Ningaloo coastline is growing in popularity, especially as the World Heritage Listing gains notoriety. Carnarvon must investigate and encourage the creation of commercial ventures that deliver products, services and benefits to Ningaloo Coast visitors [e.g. provisioning, personal services, repairs, travel planning assistance, logistics-transport, etc].

Main Opportunities

The main opportunities and improvements to address include:

- Heightened promotion of Carnarvon by encouraging wider use of the 'Carnarvon Brand', guided by strict adherence to a 'style guide' to ensure the brands integrity remains intact.
- Register Carnarvon's 'Catch a Taste' and 'Catch a Taste of the Great Life' slogans and the associated four-colour logo as trademarks of Carnarvon Tourism.
- Continual networking across the community, the region and tourism industry to assist in increasing awareness of "what is on offer" in Carnarvon and the region.
- Looking for and action immediate opportunities which are or may be available eg Bus Company Tours.
- Ensuring inclusion of the southern end of the Ningaloo Reef and Carnarvon in the World Heritage Areas (Shark Bay and Ningaloo) promotion whenever possible.
- Lobby Tourism bodies to ensure that Carnarvon and the southern end of the Ningaloo World Heritage area is adequately represented, recognised and included in the National Landscapes Program.
- Broadening Carnarvon's alfresco dining-eating experiences through [Shire] support for and increased promotion of Fascine BBQ facilities, cafes/restaurants/pubs with outdoor amenities, picnic sites, local produce hampers and alfresco gatherings [e.g. at yacht/bowls/sport clubs].
- Increased short-stay camping accommodation by introducing new overflow and transit areas.
- Collective lobbying by stakeholders to have Government release Unallocated Crown Land or vacant crown land for short stay accommodation development - for fast-track development.
- Continuously revising the Carnarvon Holiday Planner and Map to become self-guided orientation tools focusing on sites / activities / experiences / must-visit-places in around Carnarvon.
- Adding download functionality to the Carnarvon.org.au website that allows visitors to access fact sheets, maps and itineraries to plan and undertake their visit. Each of thedownloads should be self-explanatory, simple to use and a 'guaranteed' guide to experiencing Carnarvon. This is a "WIP" with the upgrade of the Website under way with tools mentioned to be included.
- Compile a 'value of tourism' factsheet and target local businesses to ensure they understand and appreciate the importance of tourism to the town, community and their business. Use the campaign to attract new members, advertising revenue and enthusiastic support for tourism.
- Establish a 'customer-visitor first' culture across Carnarvon so that all customers and visitors are given a high level of service, support and satisfaction when in Carnarvon. This may require

facilitation of training, accreditation (Tourism Council WA) and/or continuous encouragement from local owner-operators and an education program for locals as to "whats on offer here" and the merits of tourism to the community. AHAWA's free training program is recommended in the first instance http://www.ahawa.asn.au/training/wa service with a smile.phtml .

The Strategy

The tourism strategy for Carnarvon to realise its tourism potential is....through the tourism alliance.....increase the range of visitor activities and experiences on offer; emphasise Carnarvon's unique features in promoting a range of half and full day itineraries; position Carnarvon as the social centre of the Ningaloo and World Heritage Coast; improve the quality and practicality of visitor orientation material; and improve the camping, accommodation, hospitality and visitor experiences within Carnarvon - both as a service and social hub and as a short stay destination.

The strategy aims to strengthen Carnarvon's competitiveness by leveraging its unique advantages including:

- 1. comparatively lower costs [e.g. fuel, food, services and hospitality],
- 2. patronage of emerging heritage, cultural and food attractions [e.g. OTC, Gwoonwardu Mia, local produce, weekend markets, food trail, Heritage Precinct, One Mile Jetty, Fascine amenities).
- 3. untapped marine attractions [e.g. humpback whales, dugongs, turtles, mangrove creeks],
- alfresco dining, hospitality and socialising within a Mediterranean climate [e.g. at cafes, restaurants and pubs] and at outdoor venues, and,
- 5. superior visitor orientation that focuses on Carnarvon as a hub *and* short stay destination.
- 6. history, heritage & culture including promotion of the World Heritage areas, Heritage Precinct, One Mile Jetty, OTC Dish & Space Museum, Gascoyne Aboriginal Heritage and Cultural Centre.

Each of these elements are unavailable at competing destinations within the Gascoyne and Ningaloo coast making for Carnarvon's sustainable competitive advantage over the medium-longer term.

VISION: Develop Carnarvon as a year round welcoming destination with numerous activities and quality facilities.

OBJECTIVES:

- 1. Enhance and beautify the drive and entrance into Carnarvon.
- 2. Reduce seasonality of visitors.
- Develop a marketing plan to enhance Carnarvon as a destination.
- 4. Increase and improve the range of activities in Carnarvon.
- 5. Increase and improve the range of facilities in Carnarvon.
- 6. Develop a business culture in Carnarvon that values tourism.
- Promote Carnarvon as a place to live and work.

A selection of initiatives successfully implemented follow;

- o Roadside billboard with large photos installed along entry's into Carnarvon.
- o Events and activities encouraged in the shoulder and low seasons.
- Fast tracked development of the OTC space-technology museum.
- Upgraded facilities at the One Mile Jetty Heritage Precinct.
- Development of the 'Taste of the Gascoyne' event, Gascoyne Food Trail and initiatives that highlight Carnarvon's produce and seafood [e.g. gourmet experiences].
- Children's playground and waterpark
- Robinson street upgrade

CARNARVON TOURISM STRATEGY ADDENDUM & ACTION PLAN 2012-2015

- o Carnarvon Holiday Planner re-write and inclusion of the new branding/style and map.
- TV/Media Campaign 0
- Gwoonwardu Mia, Gascoyne Aboriginal Heritage & Cultural Centre including the 'Burlganyja Wanggaya: Old People Talking - Listen, Learn and Respect' interactive permanent exhibition, artisit-in-residence, Gallery shop and café with a bush tucker flavour.

Action Plan

A range of recommended improvements to be adopted in the short-medium term are presented in the action plan below for implementation by the Tourism Alliance, Carnarvon Shire and stakeholders within Carnarvon during 2012 to 2015. Additional actions have been presented on page 14 that originated from the 2011-2015 Action Plan and have subsequently been revised for further consideration during 2013-2015.

ACTION	TIMING	RESPONSIBILITY	REQUIREMENTS	PERFORMANCE MEASURE
Ongoing review and comment on Industry Documents & Issues	Ongoing	Tourism Alliance Shire of Carnarvon GDC	Respond/lobby government and industry in relation to documents and issues impacting the town and the region.	o Outcomes and impacts.
National Landscapes Program	Ongoing	Tourism Alliance Operators	Ensure Carnarvon & the southern end of the Ningaloo Reef is included and promoted where-ever possible	Level of exposureVisitation levels & positive feedback
Networking and media, advertising and promotion	Ongoing	Tourism Alliance Shire CCCI	Establish linkages with ACC, TWA, TCWA and Industry groups. Launch of the TV Media Campaign and ongoing local engagement eg BAH, workshops and seminars. Participation in the Caravan & Camping Show (Perth) and the Perth Royal Show. Continue to develop ongoing networks with media & publication contacts	Visitation levelsCustomer feedback
Development of the Illumination of the Main Street and Key Icons	2013	Tourism Alliance Shire Theaker Von Ziarno	Pursue funding opportunities and implementation requirements. Install lighting on the main street – Carnarvon would probably be the only town in Australia and possibly the world which has the entire main street illuminated. Promotion of the lights – times, nights etc and potentially create a "Tour by Night".	 Feedback from visitors and locals Visitor numbers Increase in length of stay (to see the lights)
Investigate potential Tour Groups (eg Bus companies) and encourage them to include Carnarvon & the region in their itineraries.	2013	Tourism Alliance Shire	Continuously explore ways to attract and incorporate Carnarvon in Tour Group itineraries, identifying groups needs and requirements. This may require the modification of operating hours etc for some operators to	Increase in Tour group visits Increase visitation

			accommodate the requirements	
			(particularly in the early stages)	
Development and promotion of		Tourism Alliance	Collate existing walk trails and explore	o Increase in requests for information
self-guided 'Walk Trails'		Shire	new opportunities to package a Walk	 Increased visitation and length of stay
			Trail offering which is self-guided.	o Positive feedback.
Devise a 'technology' element to		Tourism Alliance	Continuously explore ways to	 New initiatives adopted.
the Tourism Strategy		Shire	incorporate WiFi, Apps ⁴ , Geocaching	 Positive feedback from visitors.
			and technology into visitor experiences.	Requests to further use technology
			Include use of Facebook on the Visitor	 Comments and suggestions from visitors (ie
			Centre Website.	Facebook)
Easily downloadable half & full		Carnarvon Visitor	Prepare a series of active / passive half	o Itineraries easily downloadable
day itineraries [including 4WD	WIP	Centre	& full day itineraries in around	Download traffic is significant and growing
day trips] with maps & directions.			Carnarvon; make them downloadable	o Positive feedback from visitors & stakeholders
			from the Carnarvon.org.au website;	Periodic upgrades to itineraries
Niche markets: Elaborate on:		Carnarvon Visitor	Add text in the Holiday Planner; create	Flyer easily downloadable & printable
 Bird watching sites in 		Centre	a downloadable flyer for visitors; seek	Download traffic is significant and growing
around Carnarvon.		Tourism Alliance	input from 'bird enthusiast' on migratory	o Positive feedback from visitors & stakeholders
 History & Culture 			patterns & viewing opportunities.	Periodic upgrades to the flyer
,			Include History & Cultural aspects &	
			experiences.	
Niche markets: develop materials			Niches include: star gazing at the OTC	Materials researched & developed
& communications for target		Tourism Alliance	site; turtle viewing at Mia Boolya,	o Flyers available & taken up by visitors
groups.		CVC	Gnaraloo [when nesting]; viewing	o Positive feedback from visitors & stakeholders
			migratory birds; Festivals & Events	o Visitation and feedback.
			such as the Gascoyne Dash and	
		T / AIII	Australasian Safaris.	
Devise a 'gourmet' element to the		Tourism Alliance	Prepare a list of gourmet experiences	Flyers downloaded and/or requested. Symplical reporting ingressed as less.
Tourism Strategy		Carnarvon Visitor	that match local produce-seafood ⁵ with	Suppliers reporting increased sales. Parities feedback from violaters & stakeholders.
		Centre	recipes and optional picnic sites;	Positive feedback from visitors & stakeholders Paguage to ingregate the governot effortings.
Develop Organization		Tarriana Allia	compile as downloadable flyers;	Requests to increase the gournet offerings.
Develop Carnarvon's online		Tourism Alliance	Assign an 'online destination'	o Online destination profile established
profile as a destination		CVC	coordinator; identify WWW sites that	Email enquiries to the VC increase
			visitors-travellers use to plan trips;	 Further online opportunities arise over time

⁴ For example, 'recommended' Apps could be listed in the Planner or on the website including GoSkyWatch, Geocaching, Satellite Tracker or others.

⁵ This could include 'recommended' suppliers who are members of Camarvon Tourism Inc or advertisers in the Holiday Planner or who operate visitor-friendly services.

	upload Carnarvon's details to each site;	
	maintain a regular watch of each site;	

ACTION	TIMING	RESPONSIBILITY	REQUIREMENTS	PERFORMANCE MEASURE
Trial caretaker-managed camping at selected sites around Carnarvon. Consider additional seasonal caravan park facilities to be incorporated with an existing operator such as the One Mile Jetty (assisting with both sustainability & peak periods)		Shire of Carnarvon. Tourism Alliance	Identify & agree on selected sites; establish guidelines for managing the sites; install signage & promote via the Visitor Centre; Rangers to monitor;	 12-month trial. Longer if backed by consensus. Rangers confirm manageable & sustainable. Positive feedback from campers & stakeholders
Develop a Geocache trail to popular / scenic sites around Carnarvon.		Tourism Alliance	Identify 10-15 popular / scenic sites; compile 10-15 weather/sun/vandal proof caches; install caches at sites; upload details to & seek registration from geocaching.com; compile a flyer.	 Geocache trail commenced Number of reported 'finds' growing annually. Positive feedback from users / Geocachers. Requests to add more caches in future.
Investigate introducing an after- hours touch-screen terminal at the Visitor Centre. Also consider the installation of 'after hours' visitor information boards.	WIP	Shire of Carnarvon. Tourism Alliance	Explore options e.g. Broome's touch screen; Prepare a cost:benefit assessment; gauge members interest / support; identify funding options; install if viable and supported.	 Touch screen terminal installed Number of after hours 'hits' growing annually. Positive feedback from users / members. Nett cost to VC is marginal or sustainable.
Investigate interest in establishing storage facilities in Carnarvon.	Complete	Shire of Carnarvon. Tourism Alliance	Compile a Brief outlining the 'need' for storage facilities that visitors can use; promote the concept to local groups and landowners; assist as required.	 Interested parties identified. Possible sites / facilities pursued. New service offered to visitors & residents.
Extend the already developed calendar of seasonal events-phenomena ⁶ for the holiday planner	WIP	Tourism Alliance	Begin a list of natural events, their timing, view sites and nature/context; compile into a seasonal calendar; provide as a downloadable flyer.	 Seasonal calendar available by downloading Positive feedback from users & stakeholders Additional events-phenomena added periodically

⁶ This might include the timing of turtle hatching, whale migration, dugong schooling, wildflowers [by specie], fish aggregations, coral spawning, bird migrations and other local natural events.

Become an RV-friendly town as per CMCA's accreditation ⁷ .		Tourism Alliance	Enquire with CMCA on becoming an RV friendly town; follow the due process to gain accreditation.	 RV Friendly town accreditation achieved Positive feedback from users & stakeholders CMCA's accreditation maintained in perpetuity
Continuously improve Carnarvon's visitor service standards with training	Ongoing	Shire Durack Tafe	Investigate adoption of programs such as Aussie Host to train visitor service staff across Carnarvon; Explore options with TAFE & grant funding sources;	 Visitor service training completed by local staff Service standards noticeably improved. Positive feedback from visitors and stakeholders
Promotion of Accreditation and Awards (WA Tourism).		Tourism Alliance Shire TCWA	Encourage operators to become Accredited and to then enter relevant Tourism Awards.	 Accreditation provides visitors with confidence that the product is of an expected standard and allows businesses to review their businesses, including sustainability. Awards provide businesses with a level of benchmarking within the industry.

RE-ASSIGNED ACTION	TIMING	RESPONSIBILITY	REQUIREMENTS	PERFORMANCE MEASURE
				0
Establish a [downloadable] flyer for fishing enthusiasts	2013	Tourism Alliance Carnarvon Visitor Centre	Collate required information & data; prepare draft flyer, review & approve by consensus; upload for distribution.	 Flyer available from Carnarvon.org.au website Regular requests from visitors for the flyer Increase in feedback from fishing enthusiasts
Create a postcard of Carnarvon's top ten must-do activities was replaced with the development and inclusion of an additional (4) pages in the Holiday Planner which was more cost effective	Done	Tourism Alliance Carnarvon Visitor Centre	Secure funding for postcard printing; compile high quality images of 'must-do' activities; assign graphic designer to prepare a printable full-colour format; print 20,000 initial run. 60,000 copies of the CVC Holiday Planner were printed and distributed throughout the year – cost effective. These pages will be included on the	 Postcard printed & distributed across Carnarvon Positive feedback from operators & visitors Noticeable increase in visitation at selected sites Positive support for postcard reprints.

⁷ CMCA is the Campervan and Motorhome Club of Australia. <u>www.cmca.net.au</u>. CMCA has over 60,000 members Australia-wide, many travel continuously and some write articles for a range of publications.

			updated website as 'stand alone'	
			documents.	
Re-configure the Carnarvon.Org.Au website	WIP	Carnarvon Visitor Centre Tourism Alliance	Create flyers as downloadable documents; create downloadable guides to daytime activities & daytrip options; re-write text in Things to see & do, Fact sheet and Town Details.	 Website conducive to pre-trip & enroute planning Increase in hits / website traffic & bookings Noticeable use of download facility for information Positive feedback from users / visitors
Launch of Carnarvon TV awareness campaign	2013	Tourism Alliance CCCI Shire GDC	TV Awareness campaign has been developed and will go to air when work in the Main Street (Robinson St) is complete in 2013.	 Change in Perception – awareness campaign Increase in visitation (especially first time visitors) Increase in regional visitors (from outside the town but within the north of the state).

RE-ASSIGNED ACTION	TIMING	RESPONSIBILITY	REQUIREMENTS	PERFORMANCE MEASURE
Establish a trail of murals in around Carnarvon	2013/14	Tourism Alliance Carnarvon Shire	Seek community input to establish murals for a trail; document & define the trail; prepare a flyer / download for users / visitors.	Established & proposed murals marked for a trail Community support to introduce new murals Positive feedback from locals and visitors Continued support for the mural trail

Apply for funding via the Chiros			Investigate matching fund entions	- Alternative small great applied for
Apply for funding via the Shires	2012	Tauriana Allianaa	Investigate matching fund options;	Alternative small-grant applied for Shire garranusity Fund great appropriate
Community Growth Fund [i.e.	2013	Tourism Alliance	Prepare & submit grant application to	Shire community Fund grant approved
priority tourism projects]		Shire of Carnarvon	Shire;	 2-3 projects funded and ready to commence.
Upgrade visitor amenities at the		Tourism Alliance	Prepare a masterplan of the OTC site;	o BBQ's & Benches & toilets upgraded
OTC site	WIP	OTC Group	Source Shire/R4R grants to co-fund	 Increased visitor traffic at the Site
Ongoing work on the		Shire	minor upgrades; support volunteer	 Positive feedback from visitors & residents
Management Plan			programs to install the upgrades.	 Support for further upgrades & improvement
Introduce alfresco dining from			Shire introduces alfresco policy;	 Shire endorses an alfresco policy / guideline
eateries along Robinson Street &	WIP	Shire of Carnarvon	Business owners / operators install	 Businesses adopt & support alfresco dining
along Fascine foreshore.			alfresco furniture;	 Visitor feedback supports alfresco
Conduct Carnarvon Signage			Award project to service provider	 Implement immediate high priority requirements
Audit and Strategy	WIP	Tourism Alliance	(Kirkgate consultants) and receive	within the budget
		Carnarvon Shire	review and recommendations.	Map board installed centrally in town
Establish a large map board			Carnarvon Tourism signage audit and	 Noticeable use by visitors year-round
within town (in accordance with			strategy finalised and adopted by the	Positive feedback received from visitors
recommendations)			TAC.	 Support received for additional map boards
,			Shire approve a site to install a map	
			board; map graphics prepared in	
			accordance with Signage Strategy	
			recommendation and incorporated into	
			a panel; map board installed.	
			La barier, map board mstalled.	

RE-ASSIGNED ACTION	TIMING	RESPONSIBILITY	REQUIREMENTS	PERFORMANCE MEASURE
	2014	Shire of Carnarvon	Shire capital works budget allocation; installation of picnic bench, shade	Upgraded amenities installed at Mia BoolyaNoticeable increase in day use visitation

Monitor use of amenities at Mia Boolya Beach in alignment with the Draft Gascoyne Region Planning document			shelter, BBQ, toilet & signage.; promote in Holiday Planner.	Positive feedback from visitors Support for further improvements at Mia Boolya
Establish overflow camps at Dwyers Leap, Mia Boolya Beach and Uendoo Creek	2014	Carnarvon Shire	Council ratifying new overflow campgrounds; install signage at overflow sites; distribute a flyer at visitor centre & website; Commence ranger patrols at overflow sites.	 Camps operating & aiding 'peak' overflow Noticeably less 'problem' camping in around town Rangers reporting favourable outcomes Accommodation operators supporting the sites.
				0
Establish kayak trails at the Fascine & Teggs Chanel south [i.e. in the Mangrove creeks]	2014	Tourism Alliance Carnarvon Visitor Centre	Apply for Shire & DSR grant funding to develop a trail; Take aerial photo's of creeks as base map for trails; install route markers if required;	 Funding received to develop self-guided maps Positive visitor feedback from trail experience

RE-ASSIGNED ACTION	TIMING	RESPONSIBILITY	REQUIREMENTS	PERFORMANCE MEASURE
Establish bike trails & review bike hire. The CVC has trailed this however was not financially viable at the time (ie high touch, low return).		Tourism Alliance Carnarvon Visitor Centre	Seek Shire & DSR grant funding; Create pocket map of bike trails & print ready for distribution; acquire bikes & establish hire operation; promote locally & via operators / visitor centre.	 Grant funding sought & secured Bikes & maps offered from a central location [e.g. Visitor Centre, library or Shire office] Bike utilisation at/near capacity in peak visitor season
Investigate scope for marine- based tours in close proximity to	2014	Tourism Alliance	Secure funds for desktop, aerial & sea level investigation of whale, dugong,	Funds secured to activate research phaseSeasonal patterns identified

CARNARVON TOURISM STRATEGY ADDENDUM & ACTION PLAN 2012-2015

Carnarvon. An operator is in the process of reviewing a business case and investigating the possibility and requirements to operate two hovercrafts within the area.			shark, manta ray & turtle habitats; identify seasonal patterns to underwrite tours/experiences in proximity to Carnarvon.	 Tour viability & sustainability assessed Tours and/or experiences commenced Positive feedback from visitors & regulators
Support events within the region – GAIM, TropiCOOL Festival, Gascoyne Dash, and any other new initiatives developed.	2014	Tourism Alliance	Establish a working group; Liaise with recreational associations / bodies & scope event parameters; develop program options & gauge support of enthusiast groups / bodies; Secure site approvals, funding / sponsors and resource requirements;	 :Funding & resource support identified Participant support Event commissioned & successfully completed Positive feedback from participants, sponsors and stakeholders. Continued support for annual / bi-annual events
Encourage aquatic facilities & activities in the Fascine basin	2014	Shire Tourism Alliance	Prepare brief outline of proposed activities and facilities; seek in-principle Shire approval; seek expressions of interest from potential operators;	 Shire approval secured Operator identified & venture established Resident & visitor use year-round Positive feedback from residents and visitors Continued support for the initiative

RE-ASSIGNED ACTION TIMING RESPONSIBILITY REQUIREMENTS PERFORMANCE MEASURE

CARNARVON TOURISM STRATEGY ADDENDUM & ACTION PLAN 2012-2015

Encourage landholders / investors / developers to establish outdoor / rooftop wine bar, eateries, social facilities downtown.	2015	Tourism Alliance Carnarvon Shire	Concept brief prepared & distributed. Interested parties encouraged.	 Interested candidates confirmed Existing sites & buildings proposed Concepts progressed through planning Concepts developed into new ventures / facilities
				0
				0
				0

Short Stay & Day Trip Itinerary Options

The following is a suggested example of how Carnarvon can present itinerary options to visitors to help them with pre-trip planning or deciding what to do upon arrival in Carnarvon.

Carnarvon has a range of day-use sites and attractions that visitors can enjoy year-round including:

- 1. Stroll along the Fascine [try early morning or sunset!].
- 2. Take a relaxing, quiet swim or beach walk at Pelican Point or Mia Boolya Beach.
- 3. Casually stroll around the OTC Dish site [try viewing a sunrise or sunset from the site!]
- 4. Walk the One Mile Jetty [try catching a fish from the deep water at the end!]
- 5. View Carnarvon's history at the Heritage Precinct.
- 6. Visit a Plantation, taste the local fruits, enjoy some local delights!
- 7. Buy some local seafood and have a barbecue on the Fascine foreshore [try Sunset!]
- 8. Stock up on local produce at the Growers market every Saturday morning (Seasonal May to October).
- Canoe/kayak the mangrove creeks of the Gascoyne river mouth or Mia Boolya river mouth.
- 10. Sample the local hospitality at the many cafes, restaurants and pubs.
- 11. Immerse yourself in local indigenous culture at Gwoonwardu Mia [try a bush tucker meal!].
- 12. Try your luck fishing from a dinghy in the creek lines south of Carnarvon.

There is a range of day trip destinations that visitors can enjoy from Carnarvon including:

- 1. Go snorkelling to view coral and fish at Blowholes Beach.
- 2. Visit the Blowholes and watch Mother Nature force water high into the sky.
- Visit Bush Bay and try your luck spotting Australia's rarest thornbill the Singing Bushlark!
- 4. Visit Red Bluff, try surfing [if you're the adventurous type!]...or sit and enjoy the close-up view (this requires at least a one night stay due to the distance to travel on unsealed roads).
- 5. Visit Gnaraloo Bay's white sandy beach for a sublime swim in the tranquil turquoise water (this requires at least a one night stay due to the distance to travel on unsealed roads).
- 6. Drive out to Kennedy Ranges and view the majestic landform, honeycomb cliffs & wildflowers.
- Take a dip in Rocky Pool, enjoy a shady picnic nearby, and view the mighty Gascoyne River.
 Take a fishing charter out to Carnarvon's famous fishing grounds.
- Take a charter flight over Shark Bay and view the World Heritage area from 1000 feet up!
- 10. Take a boat from Carnarvon [June-October] and try your luck spotting whales, dugongs, sharks, dolphins or manta rays.

Example of a 6-day itinerary using the sites and attractions above:

Carnarvon's 6-Day Itinerary

- Day 1: Walk the One Mile Jetty and try catching a fish from the deep water at the end!
- Day 1: Stroll around the Heritage Precinct and discover Carnarvon's history.
- Day 1: Buy some local seafood and have a sunset barbecue on the Fascine foreshore
- Day 2: Drive out to Kennedy Ranges and view the majestic landform, honeycomb cliffs & wildflowers.
- Day 3: Casually stroll around the OTC Dish site and drop in at the Space-Technology Museum.
- Day 3: Immerse yourself in local indigenous culture at Gwoonwardu Mia [try a bush tucker lunch!].
- Day 3: Stroll along the Fascine late afternoon [and catch the sunset!].
- Day 4: Visit Gnaraloo Bay, swim in the turquoise water, enjoy a picnic lunch and a beach walk, stop off at the Blowholes on your way home, and/or go snorkelling and view the coral at the Blowholes beach! This trip will require a minimum of a one night stay due to the distance to travel on unsealed roads.
- Day 5: Visit a Plantation, taste the local fruits, enjoy some local delights!
- Day 5: Canoe/kayak the mangrove creeks of the Gascoyne river mouth or Mia Boolya river mouth. OR...
- Day 5: Stroll around the Mangrove creeks viewing the many birds, fish and marine life at Mia Boolya.

Day 5: Sample the local hospitality at the many cafes, restaurants and pubs. Try some alfresco!

Day 6: Take a charter flight over the Shark Bay and Ningaloo World Heritage areas and view this unique stretch of coastline from 1000 feet up!

Carnarvon Brand. Style Guide



Carnarvon's logo and slogan [shown above] captures the spirit of Carnarvon and all it has to offer. Developing a stronger image for Carnarvon requires stakeholders using the brand imagery consistently and regularly. These guidelines are intended for tourism stakeholders who are advertising or promoting their Carnarvon-based business - and wish to use the Carnarvon logo and slogan - in print or electronic form [e.g. WWW, television, newspapers, magazines, directories, signs / billboards, brochures, pamphlets, letterheads, etc]

The aim of this style quide is to ensure that the Carnarvon 'brand' is communicated consistently and powerfully in the marketplace and leaves a lasting imprint in the hearts and minds of target audiences [including visitors, investors, clients, residents and stakeholders].

These guidelines help ensure......

- 1. The marketing message supports the Carnarvon brand promise.
- 2. The message reflects the Brand Drivers and Carnarvon's brand personality.
- 3. The Carnarvon logo and slogan are appropriately used in context.
- 5. The communication campaign accurately portrays the Carnarvon brand.

The following constructs are provided to help develop communication campaigns that support the Carnarvon Brand.

The Brand Position Statement serves as the core defining statement for Carnarvon in the marketplace. All marketing activities are to support the Brand Position Statement. The statement typically remains unchanged over time to ensure consistency of the message.

Carnarvon is a historically significant, regional town. It is host to a vibrant community that enjoys the relaxed atmosphere, comfortable year-round climate, recreational amenities, localised industry and the benefits of a thriving regional centre. Carnarvon's industry offers a bounty of seafood, fruits and vegetables. Carnarvon's heritage is captured by the One Mile Jetty, Fascine and OTC Dish, sites that residents and visitors continue to enjoy. The indigenous community are integral to Carnarvon as is the Gwoonwardu Mia Cultural Centre celebrating indigenous culture. The natural environment surrounding Carnarvon is rich and diverse, with two world heritage areas neighbouring the Shire. Carnarvon is where the desert meets the ocean, where the outback has a tropical twist, and visitors are warmly welcomed year-round.

The Brand Promise is a shorter version of the brand position and is intended to be memorable in the minds of stakeholders and target audiences.

Carnarvon is a town of historic and regional significance, amidst a region of world-class natural environs, contributing to regional growth and sustainability, and providing a safe, healthy and enjoyable experience for visitors and the community.

Six Brand Drivers for the Carnarvon brand have been identified that should serve as recurring themes in marketing communications:

- 1. Heritage
- 2. Indigenous culture
- 3. Marine environments
- 4. Terrestrial environments
- Socialising, entertaining and hospitality

Regional Centre and social capital of Ningaloo

The Brand Personality statement describes characteristics to be reflected in communicating and presenting the Carnarvon brand. This includes the tone of copy, the colour palette and photos that work together to create the Brand Personality.

Carnarvon's brand personality is warm, friendly and inviting. It is also unique. Carnarvon reflects an enthusiastic, can-do spirit, a place where explorers can explore, adventurers can adventure and relaxation is replenishing. Carnarvon residents are committed to quality of life, safe living, a healthy and sustainable environment and making a better future for the town and all within it.

The following adjectives and phrases help communicate Carnarvon's brand personality and should whenever possible be reflected in marketing communications so the brand can be accurately and correctly portrayed.

General Impressions

Town Regional centre Historic Coastal Seafood & Produce Rivermouth Outback

Kev Qualities

Friendly Central Contrasting Can-do-approach Country lifestyle Value-for-money One-stop-shop Connected

A powerful and unified visual identity is the key to achieving brand success in the marketplace. Where possible, the four core elements that help form the visual identity of the Carnarvon Brand are to be used in all marketing communications. The four basic components in Carnarvon's visual identity consist of:

- logo [standardised]
- Tagline / slogan [standardised]
- Colour palette [standardised]
- Image style [choice of approved unique images]

The logo and tagline-slogan can be used as one unit [below left] or separated [below right]. Where possible the logo or slogan should not appear as the dominant element, as a headline or on its own. Where possible the logo or slogan should be accompanied by approved images. The logo should only be reproduced from official Shire-controlled artwork.







Logo colour palettes must be strictly adhered to. The logo colour system is comprised of two palettes: Primary and Secondary. Primary palette is green and blue. Secondary palette is red, orange and ochre. To ensure brand consistency it is critical that colours in the logo colour palette are accurately reproduced in accordance with the Shire-controlled colour formula [pantones]. These are available from the Shire.

Typefaces [fonts] for the logo and slogan are the XYZ and XYZ fonts [to be inserted by the Shire] this is to be sourced from Market Creations. The designated fonts present a tropical, clean, contemporary look and contribute to Carnaryon's image as a progressive destination. Designated fonts must be strictly adhered to.

Photos can be extremely powerful in communicating the essence of the Carnarvon brand. It is critical when creating marketing communications to select approved imagery that reflects the Carnarvon brand and supports the brand personality. Carnarvon's brand promise is focused on the variety of unique ways to experience and enjoy Carnarvon.
Approved photographic images

reflect the uniqueness of Carnarvon by featuring close up, bold, colourful images that are unique to Carnarvon. Approved images are available from the Shire.

This style guide could be incorporated into a 'pack' including a CD-ROM containing Shire approved logo [in approved formats], photo images, pantone [colour] system, font guidelines and examples of approved advertisements.



5 January 2020 GTSPROP-00006

DAVID NIELSON

EXECUTIVE MANAGER INFRASTRUCTURE SERVICES
SHIRE OF CARNARVON

RE: RAMM PICK-UP AND DATABASE UPDATE, VISUAL ROAD CONDITION ASSESSMENT, ASSET VALUATION

Dear David

Thank you for the opportunity to provide a proposal for the aforementioned scope of work. Please find within our proposed scope of work and fee proposal for your consideration.

SCOPE OF WORK

Greenfield understands the scope of work comprises:

- Inspection of all the Shire's sealed and unsealed roads for the purpose of recording all pertinent asset attributes required to update the Shire's RAMM database.
- Inspection of all the Shire's sealed and unsealed roads for the purpose of a visual road condition assessment including collection of photographic data.
- Updating of the Shire's RAMM database with the collected information.

The Shire has requested various quotation options. The deliverables for each option are defined below.

OPTION 1 – Unsealed Roads Visual Condition Assessment and Photographic Data

The deliverables for this option comprise:

- 1. Electronic photographs (taken approx. every 10 20m) of each of the Shire's sealed and unsealed roads. Each photograph will be in .JPG format and be watermarked with the following details
 - a. Road name
 - b. Road number
 - c. SLK / Chainage
 - d. Date
- 2. Electronic data defining the actual true centreline of each of the Shire's unsealed roads in Shapefile format.
- 3. High-level analysis and associated report for the unsealed roads identifying priority areas for grading.



OPTION 2 – Unsealed Roads Visual Condition Assessment, Photographic Data, RAMM Pick-Up and RAMM Database Update

The deliverables for this option comprise:

- 1. RAMM Database Change Log (documenting all changes made to the RAMM Database).
- 2. Electronic photographs (taken approx. every 10 20m) of each of the Shire's sealed and unsealed roads. Each photograph will be in .JPG format and be watermarked with the following details
 - e. Road name
 - f. Road number
 - g. SLK / Chainage
 - h. Date
- 3. Electronic data defining the actual true centreline of each of the Shire's unsealed roads in Shapefile format.
- 4. High-level analysis and associated report for the unsealed roads identifying priority areas for grading.

OPTION 3 – Sealed Roads Photographic Data

The deliverables for this option comprise:

- 1. Electronic photographs (taken approx. every 10 20m) of each of the Shire's sealed and unsealed roads. Each photograph will be in .JPG format and be watermarked with the following details
 - i. Road name
 - i. Road number
 - k. SLK / Chainage
 - I Date
- 2. Electronic data defining the actual true centreline of each of the Shire's sealed roads in Shapefile format.

OPTION 4 - Sealed Roads Photographic Data, RAMM Pick-Up and RAMM Database Update

The deliverables for this option comprise:

- 1. RAMM Database Change Log (documenting all changes made to the RAMM Database).
- 2. Electronic photographs (taken approx. every 10 20m) of each of the Shire's sealed and unsealed roads. Each photograph will be in .JPG format and be watermarked with the following details
 - m. Road name
 - n. Road number
 - o. SLK / Chainage
 - p. Date
- 3. Electronic data defining the actual true centreline of each of the Shire's sealed roads in Shapefile format.

<u>OPTION 5</u> – Unsealed and Sealed Roads Visual Condition Assessment, Photographic Data, RAMM Pick-Up and RAMM Database Update

The deliverables for this option comprise all of the items from Options 2 and 4 above.



ASSUMPTIONS AND LIMITATIONS

Asset Valuation

- No allowance has been made for Greenfield to produce an asset valuation report.
- Greenfield has extensive experience in the preparation of asset valuation reports and can provide this if required for an additional cost.

Deliverables

- Documents and reports will be transmitted to the Client via standard transmittal means.
- Bulk electronic data (e.g. photographs and shapefiles) will be made available to the Client via portable hard drive.

Photographic Data

- Photographic data is best captured when there is fine weather. Additionally, the photographic
 inspection must be scheduled to avoid times of low light or driving into the sun as this distorts
 the quality of the images.
- As a result, the photographic survey will be scheduled for the summer period (longer daylight hours) and when rain is not expected.

RAMM

- Greenfield will require permission from the Shire to access the Shire's RAMM database.
- Greenfield has allowed to export the Shire's RAMM data and transmit to MRWA which will allow MRWA to update their IRIS system. This will result in consistency between the Shire's actual road centrelines and the data that is held by MRWA and RAMM.
- No allowance has been made to facilitate any updates to road reserves / cadastral information held by Landgate.

Road Asset Inspection

- It is assumed that the Shire will provide construction data (e.g. date of construction, type of construction, etc) for any sealed road construction that has occurred since the last RAMM database update. Greenfield has not allowed for a detailed inspection of sealed surfaces (e.g. texture assessment etc) but rather a visual inspection only.
- Condition reporting will be in the form of photographic documentation and a high-level analysis
 of the unsealed road identifying priority sections for grading only. No detailed condition
 assessment / reporting (e.g. seal and sealed pavement defects) has been allowed for.



FEE PROPOSAL

As per the Shire's request, Greenfield's fee proposal has been split into separate scopes as follows:

- 1. Unsealed Road Network Visual Condition Assessment and Photographic Data
- 2. Unsealed Road Network Visual Condition Assessment, Photographic Data, RAMM Pick-Up and RAMM Database update
- 3. Sealed Road Network Photographic Data
- 4. Sealed Road Network Photographic Data, RAMM Pick-Up and RAMM Database update
- Complete Road Network (sealed + unsealed) Visual Condition Assessment (unsealed roads only), Photographic Pickup + RAMM Pick-Up and RAMM Database update.

To provide context to the quotations, please refer to the following explanatory notes:

- 1. Data available from the Main Roads WA website suggests the Shire has approx. 1,250km of unsealed road and approx. 290km of sealed road.
- 2. To ensure the integrity of photographic survey data and RAMM data, roads should always be inspected from start to finish. Due to this, the total distance travelled will be significantly greater than the road network length.
- 3. The quotations below include mobilisation and demobilisation to Carnarvon and Coral Bay from Geraldton.
- 4. The quotations below include costs for accommodation. If the Shire can provide Greenfield's road inspector accommodation at no cost in Carnarvon and / or Coral Bay, Greenfield can reduce the price via negotiation.
- 5. For Options 1 & 3 (photographic pick-up only), the road inspector can travel at approx. 60km/hr.
- 6. For Options 2, 4 and 5 (photographic data plus RAMM pick-up), the road inspector will need to travel less than 60km/hr as they will be stopping in various locations to record attributes of various road assets (e.g. culverts, grids, floodways etc). Therefore, there is additional time involved when doing a RAMM pick-up.
- 7. Option 5 is less than the sum of Options 2 and 4 as there is only one mobilisation / demobilisation involved.
- 8. RAMM pick-ups on sealed roads and specifically town streets take considerably longer than unsealed rural roads due to these roads often having more asset types (e.g. kerbing, seal, footpaths, signage culverts etc).



OPTION 1 UNSEALED ROAD NETWORK - VISUAL CONDITION ASSESSMENT AND PHOTOGRAPHIC DATA Description Item Sub-Total 1.1 Project Set-Up and Data Collection Preparation \$1,200 1.2 Road Network Inspector, Travel, Meals & Accommodation \$13,600 1.3 RACAS Road Photographic Survey System \$15,800 1.4 RACAS Data Processing, Reporting & Close Out \$2,600 TOTAL (ex-GST) \$33,200

The physical inspection for Option 1 is expected to take approx. 6 days.

OPTION 2 UNSEALED ROADS VISUAL CONDITION ASSESSMENT, PHOTOGRAPHIC DATA, RAMM PICK-UP AND RAMM DATABASE UPDATE				
Item	Description	Sub-Total		
2.1	Project Set-Up and Data Collection Preparation	\$1,500		
2.2	Road Network Inspector, Travel, Meals & Accommodation	\$17,200		
2.3	RACAS Road Photographic Survey System	\$15,800		
2.4	RAMM Database – Data Entry and Assurance	\$9,200		
2.5	\$2,600			
	\$46,300			

The physical inspection for Option 2 is expected to take approx. 8 days.



OPTION 3 SEALED ROADS PHOTOGRAPHIC PICKUP				
Item	Description	Sub-Total		
3.1	Project Set-Up and Data Collection Preparation	\$1,400		
3.2	Road Network Inspector, Travel, Meals & Accommodation	\$9,800		
3.3	RACAS Road Photographic Survey System	\$12,000		
3.4	RACAS Data Processing & Close Out	\$1,500		
	\$24,700			

The physical inspection for Option 3 is expected to take approx. 4 days.

OPTION 4 SEALED ROADS PHOTOGRAPHIC DATA, RAMM PICK-UP AND RAMM DATABASE UPDATE				
Item	Description	Sub-Total		
4.1	Project Set-Up and Data Collection Preparation	\$1,800		
4.2	Road Network Inspector, Travel, Meals & Accommodation	\$11,500		
4.3	RACAS Road Photographic Survey System	\$12,000		
4.4	RAMM Database – Data Entry and Assurance	\$7,000		
4.5	RACAS Data Processing & Close Out	\$1,500		
	\$33,800			

The physical inspection for Option 4 is expected to take approx. 5 days.



OPTION 5

COMPLETE ROAD NETWORK (SEALED + UNSEALED) – VISUAL CONDITION ASSESSMENT (UNSEALED ROADS ONLY), PHOTOGRAPHIC PICKUP + RAMM PICK-UP AND RAMM DATABASE UPDATE

Item	Description	Sub-Total
5.1	Project Set-Up and Data Collection Preparation	\$1,800
5.2	Road Network Inspector, Travel, Meals & Accommodation	\$26,000
5.3	RACAS Road Photographic Survey System	\$19,200
5.4	RAMM Database – Data Entry and Assurance	\$15,000
5.5	RACAS Data Processing, Reporting & Close Out	\$2,600
	TOTAL (ex-GST)	\$64,600

The physical inspection for quotation 5 is expected to take approx. 13-14 days.

SCHEDULE AND AVAILABILITY

Greenfield is available to commence any of the above options at the end of January 2020.

NEXT STEPS

Greenfield's terms of engagement are the terms and conditions of the WALGA Preferred Supplier Panel for Engineering Services.

If you wish to proceed, please forward a purchase order in the amount of the services required. This proposal is valid for 30 days from date of issue.

Please feel free to contact me if you need any further information. We look forward to working with you to complete the scope of works.

Kind regards

Joshua Kirk

Principal

P: 0498 999 484

Joshua Kirk

E: josh.kirk@greenfieldtech.com.au

8.4.2 CONTAINER DEPOSIT SCHEME PROCESSING CENTRE OFFER ACCEPTANCE

File ADM2029
Date of Meeting 28 January 2020

Location/Address Browns Range Waste Facility

Name of Applicant: N/A

Name of Owner Shire of Carnarvon

Author/s: David Nielsen – Executive Manager Infrastructure Services

Declaration of Interest Nil

Voting Requirements: Officer Recommendation 1 - Absolute Majority

Officer Recommendation 2 - Absolute Majority

Previous Report: N/A

Summary of Item:

That Council accepts an offer from WA Return Recycle Renew Limited (WARRRL) for the Shire of Carnarvon to be to be appointed as Processing Service Provider for the container deposit scheme for the Gascoyne region.

Description of Proposal:

In September 2019, Shire of Carnarvon submitted a Gascoyne region Processing Service Provider proposal under the WA container deposit scheme.

This proposal has been accepted and an offer has been extended by WARRRL for the Shire to be appointed as the Service Provider. A Services Agreement outlining contractual matters and associated roles and responsibilities has been received for review and formal acceptance.

A general review of the agreement has been conducted and a summary of the scheme is provided in this report. Although the agreement is lengthy and detailed, it is recommended Council accept the offer and formally execute the agreement with an appropriate delegation to finalise operational details.

Background:

In July 2019, the Western Australian Minister for the Environment appointed WA Return Recycle Renew Ltd (WARRRL) to the office of Coordinator of the Western Australia Containers for Change Scheme under section 47X of the Waste Avoidance and Resource Recovery Act 2007.

Italicised information following has been sourced from the scheme website available at https://warrrl.com.au/. This provides an excellent scheme operation summary and introduction to scheme terminology to inform Council and community.

From June 2020, Western Australians will be able to return eligible beverage containers for a 10-cent refund.

The scheme aims to:

- Increase the recovery and recycling of beverage containers
- Reduce the amount of beverage containers in litter and landfill
- Help create new jobs in our communities
- Work with existing collection and recycling programs in WA
- Make sure manufacturers fulfil their product stewardship responsibilities
- Encourage social enterprise to improve communities and our environment

Help not-for-profits, clubs and charities fundraise and make a difference in their community

Beverage containers make up 44% of all litter in Western Australia (2017 to 2018 National Litter Index) even though they are made from easily recyclable materials such as glass, plastic, aluminium and cardboard. To help encourage more Western Australians to collect and return these containers, Containers for Change will provide a 10-cent refund per container recycled.

Western Australia is the fifth state or territory to adopt a container deposit scheme, following the lead of South Australia, Northern Territory, New South Wales, Australian Capital Territory and most recently, Queensland.

South Australia has had a container deposit scheme in place since 1977, with 76.9% of containers recovered for recycling from 2017 to 2018. In South Australia, containers account for less than 3% of litter; much less than the 44% currently found in Western Australia.

How It Works

When Containers for Change launches in June 2020, you will be able to return your eligible empty containers for a 10-cent refund, which you can either collect yourself or donate to a charity, community group and not-for-profit registered with the scheme.

You can return your containers in two ways:

- at container Refund Points, where you can choose to collect or donate your refund, or
- at Donation Points run by local community groups, charities or not-for-profits, where you can donate your container for that group or organisation to claim the refund.

Donations

Once launched, not-for-profit organisations, social enterprises, community groups and sporting groups will be able to register to receive donations when people return their containers.

Community and not-for-profit organisations can also register to be a Donation Point in their own right, using a cage or bin to collect eligible containers.

Eligible Containers

The scheme targets beverage containers most commonly seen as litter.

Most aluminium, glass, plastic, steel and liquid paperboard beverage containers between 150ml and 3L are eligible for a refund. You can also identify eligible containers by their refund mark, which manufacturers must include on all eligible containers by 1 June 2022.



Typical Eligible Containers

Ineligible Containers

Generally, ineligible containers are those that are less than 150ml and greater than 3L. Other ineligible containers include all plain milk bottles, wine bottles, pure spirit bottles, cordial and registered health tonics. Pure juice containers over 1L (or under 150ml) are also ineligible.



Typical Ineligible Containers

Where you can Return

WARRRL will create a convenient and accessible network of container Refund Points across the state, through an open market application and assessment process. Over 170 Refund Points will be ready for container refunds by June 2020, growing to more than 220 sites by June 2021.

Refund Points will be run by many social enterprises and organisations, working to provide a place for you to return your eligible containers for 10-cent refunds.

Where your Containers go

After your containers are returned, they join other recycled goods which are sold through an international online auction portal. Recyclers then turn your containers into raw materials like aluminium ingots and shredded plastic, which can be made into many useful products – from aircraft wings to shoelaces. You then get to continue the cycle by recycling the 'new' product.

Some items, like glass and aluminium, can be infinitely recycled this way without any loss of quality.

This reuse of resources is known as a circular economy and is an important way we can reduce our impact on the planet.

Materials you can recycle include:

- PET (polyethylene terephthalate) a synthetic resin found in soft drink bottles, which can be used to make clothing and textiles, automotive parts, industrial strapping and more
- HDPE (high-density polyethylene) a high-density plastic found in milk bottles and shampoo containers, which can be used to make hard hats
- Aluminium cans are melted into aluminium ingots and used in manufacturing items like new aluminium cans, engine clocks and aeroplane wings
- Glass bottles, these are either sorted by colour and reprocessed into glass bottles or a glass sand to be used as a building aggregate for road construction, bedding sand and asphalt
- Steel, which can be melted down and reused in construction, transport, appliances and energy production
- As well as many other plastics

The following summarises key role players in the scheme's operation:

<u>Refund Point Provider</u> — Containers are taken to a Refund Point Provider for payment or donation of the 10c container refund. The provider pays 10c to the depositor and is paid the 10c deposit plus 6c by the scheme. Container lids are removed at the refund point. Containers are sorted by type into collection infrastructure (essentially bulk bins or similar receptacles) by the refund point. Collection infrastructure is provided by the Processing Services Provider.

Note that the Shire also made application to become a Refund Point Provider. This offer was unsuccessful.

<u>Logistics Provider</u> – Essentially an operator providing transportation services for containers and processed materials between the schemes Service Providers and Recyclers.

<u>Processing Services Provider</u> – Provides collection infrastructure to the region (the bulk bins) at aggregation points. It receives full bins of containers from Refund Point Providers. It crushes, bales and stores those containers until a saleable quantity is available for sale to a Recycler. A Logistics Provider takes the processed materials to a Recycler.

The processing service provider is paid a flat indexed per tonne fee for processed materials paid upon production. It also receives a percentage (typically 20%) of the price paid by a recycler for the baled product. If processed materials do not achieve positive Recycler payment, there is no cost to the processor.

Recyclers - Purchase baled product through an Online Recycling Material Sales Platform.

<u>The Principal</u> – This is WARRRL. They act as agent for the scheme providing an IT platform facilitating transfers between scheme operators, customers and donors and managing the probity and accountability aspects of monetary and ownership transfers. As containers will effectively have a cash value, the level of probity and accountability is significant hence the detailed and comprehensive services agreement.

The initial Shire proposal was shortlisted for further consideration in October 2019. A processing fee of \$1460/T (excl GST) was proposed.

Advice was received that the offered fee was disproportionate to accepted ranges elsewhere within the scheme and could not be accepted. WARRRL requested the Shire to review its cost model and offered the services of an experienced officer to visit and review the site at Browns Range and offer insight into the operation of existing processing service providers in other states.

The costing model was subsequently revised with this WARRRL assistance.

- Staffing requirements were reduced from 2FTE to 0.6FTE;
- Shipping containers for bale storage was deleted shed storage alone is sufficient given anticipated volumes; and
- Forklift purchase was deleted. An existing skid steer loader will be used.

A revised fee of \$470/T (excl GST) was subsequently proposed and accepted.

The following report schedules are provided for additional information and background:

- Schedule 8.4.2(a) Shire of Carnarvon WACDS Processing Services Proposal
- Schedule 8.4.2(b) –WACDS Processing Services Offer Correspondence

- Schedule 8.4.2(c) WACDS Proposed Processing Services Agreement
- Schedule 8.4.2(d) Unsuccessful Refund Point Services Provider Correspondence

Statutory Environment:

Section 6.8 of the Local Government Act 1995 applies in relation to items of expenditure not included in the annual budget.

- 6.8. Expenditure from municipal fund not included in annual budget
- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.
- * Absolute majority required.

(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

Section 5.42 of the Local Government Act 1995 applies in relation to delegation to CEO.

- 5.42. Delegation of some powers and duties to CEO
- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

Relevant Plans and Policy:

Nil applicable to proposal.

Financial Implications:

A cost model was developed to estimate production capacity, operational requirements and processing cost in order to determine an appropriate fee for processing service. The model is based on a 100% cost recovery basis recovering capital outlays over the full five-year services contract life.

Understanding the scale of estimated container returns for the Gascoyne Region gains an appreciation of processing service operational and financial implications.

The total estimated container numbers for the Gascoyne Region (Carnarvon, Exmouth, Shark Bay, Upper Gascoyne) is 4,720,229. At a 55% container redemption rate, this equates to 2,596,126 containers redeemed requiring processing by the Shire at a total weight of approximately 208 Tonnes.

Production wise, this equates to approximately 2 bales per week of required production capacity for the Shire processing facility. This is comfortably achievable with a single 0.6FTE employee and initially, existing staff will be utilised to determine if there is capacity within existing operations. Staff have already been baling cardboard and other products to develop their production techniques and capabilities.

^{*} Absolute majority required.

Assuming enough uncompacted containers are available to produce a full bale of the one product, estimated bale production times were calculated as follows:

- Aluminium Bale 72 min
- PET Bale 197 min
- HDPE Bale 74 min

Glass processing capacity is estimated at 2.9T per day with an estimated throughput requirement of 0.5T per day.

A fee of \$470/T equates to \$97,760 p.a. gross processing services income.

To provide scale context, container numbers and weights estimated from the Perth and Peel metropolitan region is 569,264,025 containers redeemed for an estimated weight of 45,622 Tonnes. The Gascoyne Region is clearly a very small player in the scheme representing approximately 0.72% of total WA container numbers.

A key model assumption is a 55% container redemption rate. This is conservative given experience in SA of redemption rates in the order of 75%. The percentage payment for materials sold to scheme recyclers was omitted from the model so if a payment is received, that will be an effective profit.

Approximately \$90,000 of capital investment will be required by the Shire to establish operation as a Processing Services Provider as follows:

ITEM	COST	UNIT	QUANTITY	TOTAL
Fencing	\$25,000	unit	1	\$25,000
Collection Infrastructure	\$150	ea	150	\$22,500
Bunkers for Glass	\$30,000	unit	1	\$30,000
Sundries/IT/Contingency	\$10,000	ea	1	\$10,000
Total				\$87,500

The 2019/20 Shire budget includes an existing available allocation (COA 4284) of \$121,000 for plant purchase. Electronic signage was proposed to be purchased along with nominally a vacuum trailer and mini excavator. A concrete crusher and variable message board trailer have already been purchased under the budget allocation in accordance with the adopted budget.

Detailed investigation of electronic signage indicates that the cost of this equipment does not at present represent value for money for the community and alternative lower cost traditional signage alternatives can meet operational requirements.

There is no allowance in the current budget for income from disposal of plant and equipment. Proposed vehicle replacements for 19/20 are complete. A final listing of recommended vehicle disposals is proposed for the February Council meeting for consideration. It is reasonably estimated that at least \$50,000 income is likely from vehicle sales.

To summarise therefore, new budget items are required as follows:

- Container Processing Service Operation Nil budget for 19/20, estimated at \$80,000 for 20/21.
- Container Processing Service Capital Purchases \$90,000 required for 19/20
- Proceeds from Sale of Asset (COA5105) \$50,000 for 19/20
- Reduce Plant and Equipment Purchases (COA4284) to \$65,000

It is considered therefore that capacity exists within the current budget for the required capital outlay for processing service provision without impacting upon nett expenditure. Detailed budget arrangements can be adopted via the mid-year statutory review however endorsement from Council to commence capital procurement is recommended to ensure the necessary infrastructure is in place by scheme commencement in June this year.

Risk Assessment:

Failure of the community to adopt and uptake the scheme is an identified risk which would result in lower than anticipated redemption rates. This risk is considered moderate to low based on the overwhelming success of the scheme elsewhere in the country where container redemption rates of over 70% have been achieved. Adoption of a 55% redemption rate in the Shire costing model is a reasonable mitigation to that identified risk.

Failure of the scheme to establish the regional refund points represents a risk such that product will not be available for processing. It is understood negotiations with a locally based not for profit is well advanced to establish a Carnarvon refund point. It is also understood negations with Shire of Exmouth are underway for an Exmouth refund point.

Failing to accept the offer to provide the processing service is identified as a reputational risk to Council. A community scheme to reduce litter and provide recycling opportunities may result in negative community perception of the Shire.

Community & Strategic Objectives:

Goal 2: Natural and built environment

A sustainable natural and built environment that meets current and future community needs

ITE	EM	OUTCOMES AND STRATEGIES					
	2.4	Waste management practices that are efficient and sustainable					
2.	.4.3	Provide education on waste reduction and reuse, and opportunities for reuse					

Goal 5: Civic

Strong and listening Council.

ITEM	OUTCOMES AND STRATEGIES
5.6	The Shire advocates on behalf of its community
5.6.1	The Shire develops partnerships with government and non-government organisations to achieve positive outcomes for the region

Comment:

The following summarises and comments on the recommendations, discusses broader litter and recycling community issues and their impact upon Shire operations and strategic waste management objectives.

Facilities at the Browns Range waste facility place Council in a unique position to deliver a regional container processing facility and recycling with modest investment. This was the original intent of the funding to establish the facility however the facilities operation was modified to omit significant recycling processing due to the likely financial impact upon the community.

Limited construction at the facility is required, no planning or waste licensing is required, limited additional plant and machinery is necessary and at least initially, no increase in staff is envisioned. It is considered for these reasons that the Shires proposal has been attractive to WARRRL.

Given modest container numbers for the region, container return gross revenues are low. A 6c payment if all Carnarvon Shire containers were returned is an annual gross revenue of approximately \$160,000. This does however make return point operation in regional areas attractive to not for profit or community type groups who have access to volunteer, training program or social service workforces and other funding opportunities for the necessary return point infrastructure and operation.

An impediment to recycling operations by the Shire is low product volumes combined with high transportation cost. There is simply no way recycling these materials would be viable without significant property rates increases if transportation was included. The container deposit scheme is designed to mitigate this recognised impediment to regional recycling by removing transport cost.

Communities generally are moving to an expectation that recycling services are available and typically responsibility for those services will need to be taken on by local government. This proposal allows the Shire to enter the recycling space with a reduced cost option.

Kerbside recycling is problematic for several reasons particularly due to the mixed nature of the waste product. This has impacted upon saleability of that waste product culminating last year in the wholesale Asian market rejection of those products on offer to their recyclers from Australia. Material from the container deposit scheme ensures waste separation at supply chain commencement. This increases product saleability.

Consumers should however be in no doubt. Ultimately, costs associated with implementation of the scheme will filter through to retail product cost held in these beverage containers. Regardless, the scheme has clearly received acceptance elsewhere in Australia so there appears to be an established willingness for consumers to pay to achieve broader community outcomes.

Finally, approximately \$141,000 was expended in 18/19 by Council on litter control. The container deposit scheme, despite its recycling component, is aimed primarily as a litter reduction scheme. Active participation in the scheme by the Shire role as a processor may see a reduction in litter collection requirements allowing those resources to be utilised more productively elsewhere in the community.

On balance, it is considered reasonable, affordable and desirable for Council to become a participant in the scheme and contribute to the scheme aims to reduce litter and increase recovery of recyclable materials for the Shire of Carnarvon community by accepting the offer to become the Gascoyne region Processing Service Provider.

OFFICER'S RECOMMENDATION 1

That Council, pursuant to Section 6.8 of the Local Government Act (1995):

- a) Accepts the offer from WA Return Recycle Renew Limited (WARRRL) for the Shire of Carnarvon to be to be appointed as Gascoyne region Processing Service Provider for the WA Container Deposit Scheme; and
- b) Authorises expenditure of up to \$90,000 of the 19/20 adopted budget for the purchase of capital equipment; and

c) Directs the CEO to include provision for the Processing Service Provider costs in the mid year statutory budget review and the draft 20/21 budget.

OFFICER'S RECOMMENDATION 2

That Council, pursuant to Section 5.42 of the Local Government Act (1995) delegate authority to the CEO to make any necessary non-material amendments and finalise execution of a Services Agreement between the Shire of Carnarvon and WA Return Recycle Renew Limited (WARRRL) for the provision of Gascoyne region Processing Services for the WA Container Deposit Scheme. (Absolute Majority Required)

Po Re				
	Total Container	Numbers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	5,362	2	2,685,967
3 Gascoyne	Exmouth	2,836	1	1,420,627
3 Gascoyne	Shark Bay	946	1	473,876
	Upper Gascoyne	279	0	139,758
	Total	9,423		4,720,229

Redeemed Container Numbers						
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other
1,477,282	590,913	443,185	369,320	29,546	29,546	14,773
781,345	312,538	234,403	195,336	15,627	15,627	7,813
260,632	104,253	78,190	65,158	5,213	5,213	2,606
76,867	30,747	23,060	19,217	1,537	1,537	769
2,596,126	1,038,450	778,838	649,031	51,923	51,923	25,961

Cost Model						
CAPEX						
Item	Cost	Unit	Quantity	Total		
Fencing	\$25,000	unit	1	\$25,000		
IBC's	\$150	ea	150	\$22,500		
Forklift	\$22,000	ea	0	\$0		
Glass Bunkers	\$30,000	unit	1	\$30,000		
Sundries, IT, Contingency	\$10,000	ea	1	\$10,000		
	Total			\$87,500		
Co		5				
	ОРЕХ					
Item	Cost	Unit	Quantity	Total		
Skid Steer Lease	\$2,500	month	12	\$30,000		
Fuel	\$5,000	na	1	\$5,000		
Wages	\$65,000	per employee	0.6	\$39,000		
Other (admin and						
consumables)	\$250	month	12	\$3,000		
Capital Recovery	\$17,500	ра	1	\$17,500		
Depreciation (Baler)	\$3,300					
Tot	\$97,800					
Tota	208					
	\$470					
Proc	\$470					
	\$97,800					
	Profit/Loss			\$0		

Production Stats							
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	113	71	0	39	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.2	1.4	0.0	0.7	0.1	0.0	0.0
IBC's Required per week for empty containers	48.2	15.4	7.3	24.0	0.8	0.4	0.4
Crushed Glass Vol/week (CUM)			1.8				
Crushed Glass Vol p.a. (CUM)			91.1				

Floorspace Storage Capacity				
Floor area (SQM)	360			
Stack Height	2			
Utilisation	50%			
Storage Volume (CUM)	360			
Max Bales	341			
Max IBC's	360			

Bale Information Bale Bale Type Weight					
Alum	200				
Glass	N/A				
PET	450				
HDPE	550				
Cardboard	450				

Baseline Population					
5362					
2836					
946					
279					

Bale Dimensions							
L	W	Н	Vol				
1.2	11	0.8	1.056				

Pop Re				
	Total Container	Numbers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	5,094	2	2,551,669
3 Gascoyne	Exmouth	2,694	1	1,349,596
3 dascoyne	Shark Bay	899	1	450,182
	Upper Gascoyne	265	0	132,771
	Total	8,952		4,484,217

Redeemed Container Numbers						
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other
1,403,418	561,367	421,025	350,854	28,068	28,068	14,034
742,278	296,911	222,683	185,569	14,846	14,846	7,423
247,600	99,040	74,280	61,900	4,952	4,952	2,476
73,024	29,210	21,907	18,256	1,460	1,460	730
2,466,320	986,528	739,896	616,580	49,326	49,326	24,663

	Cost Mod	lel		
	CAPEX	ici .		
Item	Cost	Unit	Quantity	Total
Fencing	\$25,000	unit	1	\$25,000
IBC's	\$150	ea	150	\$22,500
Forklift	\$22,000	ea	0	\$0
Glass Bunkers	\$30,000	unit	1	\$30,000
Sundries, IT, Contingency	\$10,000	ea	1	\$10,000
, , , , , , , , , , , , , , , , , , , ,	Total			\$87,500
Ca	5			
	ОРЕХ			
Item	Cost	Unit	Quantity	Total
Skid Steer Lease	\$2,500	month	12	\$30,000
Fuel	\$5,000	pa	1	\$5,000
Wages	\$65,000	per employee	0.6	\$39,000
Other (admin and				
consumables)		month	12	\$3,000
Capital Recovery	\$17,500	pa	1	\$17,500
Depreciation (Baler)	\$3,300	pa	1	\$3,300
Tot		\$97,800		
Tota		198		
		\$470		
Proc	essing Cost per Tonn Income	e		\$495
		\$92,910		
	Profit/Loss			(\$4,890)

Production Stats							
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	107	68	0	37	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.1	1.3	0.0	0.7	0.1	0.0	0.0
IBC's Required per week for empty containers	45.8	14.6	6.9	22.8	0.7	0.4	0.4
Crushed Glass Vol/week (CUM)			1.7				
Crushed Glass Vol p.a. (CUM)			86.5				

Floorspace Storage Capacity					
Floor area (SQM)	360				
Stack Height	2				
Utilisation	50%				
Storage Volume (CUM)	360				
Max Bales	341				
Max IBC's	360				

Bale Information				
	Bale			
Bale Type	Weight			
	(kg)			
Alum	200			
Glass	N/A			
PET	450			
HDPE	550			
Cardboard	450			

Baseline Population				
Carnarvon	5362			
Exmouth	2836			
Shark Bay	946			
Upper				
Gascoyne	Gascoyne 279			

Bale Dimensions						
L	W	Н	Vol			
1.2	1.1	0.8	1.056			

		-10.0% 55%		
	Total Containe	r Numbers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	4,826	2	2,417,370
3 Gascoyne	Exmouth	2,552	1	1,278,564
3 dascoyne	Shark Bay	851	1	426,489
	Upper Gascoyne	251	0	125,783
	Total	8,481		4,248,206

Redeemed Container Numbers							
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other	
1,329,554	531,821	398,866	332,388	26,591	26,591	13,296	
703,210	281,284	210,963	175,803	14,064	14,064	7,032	
234,569	93,828	70,371	58,642	4,691	4,691	2,346	
69,180	27,672	20,754	17,295	1,384	1,384	692	
2,336,513	934,605	700,954	584,128	46,730	46,730	23,365	

	Cost Mod	lel		
	CAPEX			
Item	Cost	Unit	Quantity	Total
Fencing	\$25,000	unit	1	\$25,000
IBC's	\$150	ea	150	\$22,500
Forklift	\$22,000	ea	0	\$0
Glass Bunkers	\$30,000	unit	1	\$30,000
Sundries, IT, Contingency	\$10,000	ea	1	\$10,000
	Total			\$87,500
		5		
	ОРЕХ			
Item	Cost	Unit	Quantity	Total
Skid Steer Lease	\$2,500	month	12	\$30,000
Fuel	\$5,000	pa	1	\$5,000
Wages	\$65,000	per employee	0.6	\$39,000
Other (admin and				
consumables)	\$250	month	12	\$3,000
Capital Recovery	\$17,500	pa	1	\$17,500
Depreciation (Baler)	\$3,300	pa	1	\$3,300
T		\$97,800		
To		187		
		\$470		
Pr		\$522		
		\$88,020		
	Profit/Loss			(\$9,780)

	Production Stats						
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	102	64	0	35	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.0	1.2	0.0	0.7	0.0	0.0	0.0
IBC's Required per week for empty containers	43.4	13.8	6.6	21.6	0.7	0.3	0.3
Crushed Glass Vol/week (CUM)			1.6				
Crushed Glass Vol p.a. (CUM)			82.0				

Floorspace Storage Capacity					
Floor area (SQM)	360				
Stack Height	2				
Utilisation	50%				
Storage Volume (CUM)	360				
Max Bales	341				
Max IBC's	360				

Bale Information					
Bale Bale Type Weight					
	(kg)				
Alum	200				
Glass	N/A				
PET	450				
HDPE	550				
Cardboard	450				

Baseline Population

5362

2836

946

279

Carnarvon

Exmouth

Shark Bay

Gascoyne

Upper

	Bale Dimensions					
L W H Vol						
1.	2	1.1	0.8	1.056		

Population Change -5.0% Redemption Rate 60%				
	Total Container	Numbers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	5,094	2	2,551,669
3 Gascoyne	Exmouth	2,694	1	1,349,596
3 dascoyne	Shark Bay	899	1	450,182
	Upper Gascoyne	265	0	132,771
	Total	8,952		4,484,217

Redeemed Container Numbers						
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other
1,531,001	612,400	459,300	382,750	30,620	30,620	15,310
809,757	323,903	242,927	202,439	16,195	16,195	8,098
270,109	108,044	81,033	67,527	5,402	5,402	2,701
79,662	31,865	23,899	19,916	1,593	1,593	797
2,690,530	1,076,212	807,159	672,633	53,811	53,811	26,905

	Cost Mod	lel					
CAPEX							
Item	Quantity	Total					
Fencing	\$25,000	unit	1	\$25,000			
IBC's	\$150	ea	150	\$22,500			
Forklift	\$22,000	ea	0	\$0			
Glass Bunkers	\$30,000	unit	1	\$30,000			
Sundries, IT, Contingency	\$10,000	ea	1	\$10,000			
, ,	Total			\$87,500			
	Contract Term (Years)						
	ОРЕХ						
Item	Cost	Unit	Quantity	Total			
Skid Steer Lease	\$2,500	month	12	\$30,000			
Fuel	\$5,000	pa	1	\$5,000			
Wages	\$65,000	per employee	0.6	\$39,000			
Other (admin and							
consumables)	\$250	month	12	\$3,000			
Capital Recovery	\$17,500	pa	1	\$17,500			
Depreciation (Baler)	\$3,300	pa	1	\$3,300			
Ī	\$97,800						
To		216					
		\$470					
Pr	ocessing Cost per Tonn Income	e		\$454			
		\$101,356					
	Profit/Loss			\$3,556			

	Production Stats						
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	117	74	0	40	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.3	1.4	0.0	0.8	0.1	0.0	0.0
IBC's Required per week for empty containers	49.9	15.9	7.6	24.9	0.8	0.4	0.4
Crushed Glass Vol/week (CUM)			1.8				
Crushed Glass Vol p.a. (CUM)			94.4				

Floorspace Storage Capacity					
Floor area (SQM)	360				
Stack Height	2				
Utilisation	50%				
Storage Volume (CUM)	360				
Max Bales	341				
Max IBC's	360				

Bale Information					
Bale					
Bale Type	Weight				
	(kg)				
Alum	200				
Glass	N/A				
PET	450				
HDPE	550				
Cardboard	450				

Baseline Population				
Carnarvon	5362			
Exmouth	2836			
Shark Bay	946			
Upper				
Gascoyne	279			

Bale Dimensions						
L	W	Н	Vol			
1.2	1.1	0.8	1.056			

Population Change Redemption Rate Total Container Numbers				
	Total Container	Nullibers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	4,906	2	2,457,660
3 Gascoyne	Exmouth	2,595	1	1,299,874
	Shark Bay	866	1	433,597
	Upper Gascoyne	255	0	127,879
	Total	8,622		4,319,009

Redeemed Container Numbers						
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other
1,474,596	589,838	442,379	368,649	29,492	29,492	14,746
779,924	311,970	233,977	194,981	15,598	15,598	7,799
260,158	104,063	78,047	65,040	5,203	5,203	2,602
76,727	30,691	23,018	19,182	1,535	1,535	767
2,591,406	1,036,562	777,422	647,851	51,828	51,828	25,914

	Cost Model						
	CAPEX						
Item	Cost	Unit	Quantity	Total			
Fencing	\$25,000	unit	1	\$25,000			
IBC's	\$150	ea	150	\$22,500			
Forklift	\$22,000	ea	0	\$0			
Glass Bunkers	\$30,000	unit	1	\$30,000			
Sundries, IT, Contingency	\$10,000	ea	1	\$10,000			
, ,	Total			\$87,500			
		5					
	OPEX						
Item	Cost	Unit	Quantity	Total			
Skid Steer Lease	\$2,500	month	12	\$30,000			
Fuel	\$5,000	pa	1	\$5,000			
Wages	\$65,000	per employee	0.6	\$39,000			
Other (admin and							
consumables)	\$250	month	12	\$3,000			
Capital Recovery	\$17,500	pa	1	\$17,500			
Depreciation (Baler)	1	\$3,300					
Ī		\$97,800					
To		208					
		\$470					
Pr		\$471					
		\$97,622					
		(\$178)					

Production Stats							
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	113	71	0	39	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.2	1.4	0.0	0.7	0.1	0.0	0.0
IBC's Required per week for empty containers	48.1	15.3	7.3	24.0	0.8	0.4	0.4
Crushed Glass Vol/week (CUM)			1.7				
Crushed Glass Vol p.a. (CUM)			90.9				

Floorspace Storage Capacity					
Floor area (SQM)	360				
Stack Height	2				
Utilisation	50%				
Storage Volume (CUM)	360				
Max Bales	341				
Max IBC's	360				

Bale Information				
Bale Bale Type Weight (kg)				
Alum	200			
Glass	N/A			
PET	450			
HDPE	550			
Cardboard	450			

Baseline Population					
5362					
2836					
946					
Upper					
279					

Bale Dimensions						
	L	W	Vol			
	1 2	11 0.8 1.05				

•	ulation Change demption Rate		0.0% 60%	
	Total Container	Numbers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	5,362	2	2,685,967
3 Gascoyne	Exmouth	2,836	1	1,420,627
3 dascoyne	Shark Bay	946	1	473,876
	Upper Gascoyne	279	0	139,758
	Total	9,423		4,720,229

Redeemed Container Numbers						
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other
1,611,580	644,632	483,474	402,895	32,232	32,232	16,116
852,376	340,950	255,713	213,094	17,048	17,048	8,524
284,326	113,730	85,298	71,081	5,687	5,687	2,843
83,855	33,542	25,157	20,964	1,677	1,677	839
2,832,137	1,132,855	849,641	708,034	56,643	56,643	28,321

	Cost Mod	lel		
	CAPEX			
Item	Cost	Unit	Quantity	Total
Fencing	\$25,000	unit	1	\$25,000
IBC's	\$150	ea	150	\$22,500
Forklift	\$22,000	ea	0	\$0
Glass Bunkers	\$30,000	unit	1	\$30,000
Sundries, IT, Contingency	\$10,000	ea	1	\$10,000
	Total			\$87,500
		5		
	ОРЕХ			
Item	Cost	Unit	Quantity	Total
Skid Steer Lease	\$2,500	month	12	\$30,000
Fuel	\$5,000	pa	1	\$5,000
Wages	\$65,000	per employee	0.6	\$39,000
Other (admin and				
consumables)	\$250	month	12	\$3,000
Capital Recovery	\$17,500	pa	1	\$17,500
Depreciation (Baler)	1	\$3,300		
1		\$97,800		
To		227		
		\$470		
Pi		\$431		
		\$106,691		
		\$8,891		

Production Stats							
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	123	78	0	43	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.4	1.5	0.0	0.8	0.1	0.0	0.0
IBC's Required per week for empty containers	52.6	16.8	8.0	26.2	0.8	0.4	0.4
Crushed Glass Vol/week (CUM)			1.9				
Crushed Glass Vol p.a. (CUM)			99.4				

Floorspace Storage Capacity				
Floor area (SQM)	360			
Stack Height	2			
Utilisation	50%			
Storage Volume (CUM)	360			
Max Bales	341			
Max IBC's	360			

Bale Information							
Bale Bale Type Weight							
Bale Type							
	(kg)						
Alum	200						
Glass	N/A						
PET	450						
HDPE	550						
Cardboard	450						

Popul	
Carnarvon	5362
Exmouth	2836
Shark Bay	946
Upper	
Gascoyne	279

	Bale Dimer	sions	
L	W	Н	Vol
1.2	1.1	0.8	1.056

•	ulation Change demption Rate		0.0% 65%	
	Total Container	Numbers		
Region	LGA	Population	Target no. of Refund Points	Total Container volumes in area (based on population / total population)
	Carnarvon	5,362	2	2,685,967
3 Gascovne	Exmouth	2,836	1	1,420,627
3 Gascoyne	Shark Bay	946	1	473,876
	Upper Gascoyne	279	0	139,758
	Total	9,423		4,720,229

Redeemed Container Numbers							
Total Containers Redeemed (pa)	Aluminium	Glass	PET	HDPE	LPB	Other	
1,745,879	698,351	523,764	436,470	34,918	34,918	17,459	
923,408	369,363	277,022	230,852	18,468	18,468	9,234	
308,020	123,208	92,406	77,005	6,160	6,160	3,080	
90,843	36,337	27,253	22,711	1,817	1,817	908	
3,068,149	1,227,259	920,445	767,037	61,363	61,363	30,681	

	Cost Mod	lel				
	CAPEX					
Item	Cost	Unit	Quantity	Total		
Fencing	\$25,000	unit	1	\$25,000		
IBC's	\$150	ea	150	\$22,500		
	·			, ,		
Forklift	Item					
Glass Bunkers	\$30,000	unit	1	\$30,000		
Sundries, IT, Contingency		ea	1	\$10,000		
	\$87,500					
	5					
	OPEX					
Item	Cost	Unit	Quantity	Total		
Skid Steer Lease	\$2,500	month	12	\$30,000		
Fuel	\$5,000	pa	1	\$5,000		
Wages	\$65,000	per employee	0.6	\$39,000		
Other (admin and						
consumables)	\$250	month	12	\$3,000		
Capital Recovery	\$17,500	pa	1	\$17,500		
Depreciation (Baler)	\$3,300	pa	1	\$3,300		
	Total Cost of Production			\$97,800		
To	otal Production Tonnage	9		246		
	Processing Fee			\$470		
Р	rocessing Cost per Tonn	e		\$398		
	Income			\$115,582		
	Profit/Loss			\$17,782		

		Production	Stats				
Production Metric	Total	Aluminium	Glass	PET	HDPE	LPB	Other
Bale Number p.a.	134	84	0	46	3	0	0
IBC's per bale	57.2	11	0	32	14	0	0
Number of Bales per week	2.6	1.6	0.0	0.9	0.1	0.0	0.0
IBC's Required per week for empty containers	57.0	18.2	8.6	28.4	0.9	0.4	0.4
Crushed Glass Vol/week (CUM)			2.1				
Crushed Glass Vol p.a. (CUM)			107.7				

Floorspace Storage Ca	pacity
Floor area (SQM)	360
Stack Height	2
Utilisation	50%
Storage Volume (CUM)	360
Max Bales	341
Max IBC's	360

Bale Information						
Bale Bale Type Weight						
Bale Type	Weight					
	(kg)					
Alum	200					
Glass	N/A					
PET	450					
HDPE	550					
Cardboard	450					

Baseline Population							
5362							
2836							
946							
279							

	Bale Dimer	sions	
L	W	Н	Vol
1.2	1.1	0.8	1.056



Pickles Auctions

ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Valuer Name JT Released By						Dept	4				
Valuat	ion	\$25,000.	00	Reserve		GST Included in Sale	Price	Vendor Ref			
Valuer Name		JT Released			Released By			Instructions			
Stock No	2613	38462	Dat	e Received	07/02/2020	Acc Name	N/A		Acc No	N/A	
Lot No N/A		Pro	pose	d Sale Date		Insured Name	N/A		Claim No	N/A	

VEHICLE DESCRIPTION

CP Date	10/13	Built Date	
Make	Toyota	No. Of Seats	7
Model	Landcruiser Prado	No. Of Doors	5
Туре	KDJ150R GXL		
Body	Wagon		

Drivable	Yes	Keys	Yes	Starts	Yes
Transm	Sports A	Automatic	No	. Gears	5
Engine Cap	3.0		Cylinders		4
Fuel	Diesel T	urbo			
Fuel Level					
Fuel System	Direct Ir	jection Tu	rbo inte	ercooled	

Rego No	1GVY839	Expiry	Date	Sta	te WA
Engine No					1
VIN/Chassis No	JTEBH3FJ	00K118732			
Colour	Graphite		Odometer	176949 km	
Trim Type	Cloth		Trim	Grey	
Log Books	Partial Serv	vice History			
Commercial	No	Owners Manual	Yes	Spare Keys	No

Accessories:

4WD, Aircond., Airbag Dual, P/Steer, ABS, Cru. Cont, Cent.Lock, CD Player, Radio, Tow Bar, Alloy Wheels, Cargo Blind, Bluetooth, Park Sensors - Rear, Bullbar, Light Bar

VEHICLE CONDITION

Interior / Exterior Damage Details

Chassis / Undercarraige - Surface Rust

Dash - Holes

Quarter Panel (Rear Driver) - Scrape

Spare Key - Missing

Vehicle Body - Stone Chips, Scuffs, Paint Faded

Overall Condition	4 - Average	for	age)	

Overall Condition Codes

1 - Excellent

4 - Average (for age)

2 - Good

3 - Above Average (for age)

5 - Below Average (for age) 6 - Poor

Tyre Front Near Fair 2 - 4.9mm Tyre Front Off Fair 2 - 4.9mm Tyre Rear Near Fair 2 - 4.9mm Tyre Rear Off Fair 2 - 4.9mm Spare Tyre Not Visible

Personal Effects:

Nil

General Comments:

Tow Agent

Previous Branch:

Sale Price:

Sale Date:

RTV'd: N/A

Branch: Perth (WA)

Buyer Name: Buyer Address:

Encumbered Check:

WOVR Check:

Ordinary Council Meeting Schedules

25th February 2020



ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Name Shire Of Carnarvon

Rego No 1GVY839

Vendor Ref













Ordinary Council Meeting Schedules

25th February 2020

197



Pickles Auctions

ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Na	me	Shire Of Ca	arnarvon			Dept			
Valuat	ion	\$20,000.00	Reserve		GST Included in Sale	Price	Vendor Ref		
Valuer Na	me .	JT		Released By			Instructions		
Stock No	2613	38463	Date Received	07/02/2020	Acc Name	N/A		Acc No	N/A
Lot No	N/A	Prop	osed Sale Date		Insured Name	N/A		Claim No	N/A

VEHICLE DESCRIPTION

CP Date	03/14	Built Date	
Make	Holden	No. Of Seats	5
Model	Caprice	No. Of Doors	4
Type	WN MY14 V		
Body	Sedan		

Drivable	Yes	Keys	Yes	Starts	Yes
Transm	Sports A	Automatic	No	. Gears	6
Engine Cap	6.0		C	ylinders	8
Fuel	Petrol -	Unleaded	ULP		
Fuel Level					
Fuel System	Multi-Po	int Injectio	n		

Rego No	CO	Expiry	Date	Sta	ate WA
Engine No					
VIN/Chassis No	6G1NP5	E20EL975883			
Colour	White		Odometer	83885 km	
Trim Type	Leather		Trim	Black	
Log Books	Partial S	ervice History			
Commercial	No	Owners Manual	Yes	Spare Keys	No

Accessories: Airbag Dual, P/Steer, P/Wind, ABS, Cent.Lock, Climate Control

VEHICLE CONDITION

Interior / Exterior Damage Details

Bumper Bar (Rear) - Scrapes Chassis / Undercarraige - Surface Rust Guard (Front Passenger) - Scrapes Spare Key - Missing Vehicle Body - Stone Chips, Scuffs

Overall Condition	4 - Average (for age)
O	and an

Overall Condition Codes

1 - Excellent 2 - Good

4 - Average (for age)

5 - Below Average (for age)

3 - Above Average (for age)

6 - Poor Tyre Front Near Fair 2 - 4.9mm Tyre Front Off Fair 2 - 4.9mm Tyre Rear Near Fair 1.6 - 2mm Tyre Rear Off Fair 2 - 4.9mm Spare Tyre Trim Personal Effects:

General Comments:

Tow Agent

Previous Branch:

Sale Price:

Sale Date:

RTV'd: N/A

Branch: Perth (WA)

Buyer Name: Buyer Address:

Encumbered Check:

WOVR Check:

25th February 2020

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CONDITION AND VALUATION REPORT

Vendor Name Shire Of Carnarvon

Rego No C0

Vendor Ref













Ordinary Council Meeting Schedules



Pickles Auctions

ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Na	me	Shire Of	Carnar	rvon			Dept			
Valuati	ion	\$3,000.00)	Reserve		GST Included in Sale	Price	Vendor Ref		
Valuer Na	me .	JT			Released By			Instructions		
Stock No	2613	88464	Date	e Received	07/02/2020	Acc Name	N/A		Acc No	N/A
Lot No	N/A	Pro	posed	d Sale Date		Insured Name	N/A		Claim No	N/A

VEHICLE DESCRIPTION

CP Date	05/06	Built Date	
Make	Holden	No. Of Seats	2
Model	Ute	No. Of Doors	2
Туре	VZ MY06		
Body	Utility Extended Cab		

Drivable	Yes	Keys	Yes	Starts	Yes
Transm	Manual		No. Gears		6
Engine Cap	3,6		Cylinders		6
Fuel	Petrol -	Unleaded	ULP		
Fuel Level					
Fuel System	Multi-Po	int Injectio	n		

Rego No	C500	Expiry I	Date	St	ate WA
Engine No					
VIN/Chassis No	6G12K43	B46L820672			
Colour	White		Odometer	83450 km	
Trim Type	Cloth		Trim	Black	
Log Books	Partial Se	rvice History			
Commercial	Yes	Owners Manual	Yes	Spare Key	s No

Accessories: Airbag Dual, P/Steer, CD Player, Radio, Tow Bar, Bullbar

VEHICLE CONDITION

Interior / Exterior Damage Details

Aerial - Damaged

Chassis / Undercarraige - Surface Rust

Door (Passenger) - Minor Dent Guard (Front Driver) - Minor Dent

Roof - Corrosion Spare Key - Missing

Tail Ligt (Rear Passenger) - Cracked

Tub - Scrapes, Dents

Vehicle Body - Clear Coat Peeling, Stone Chips, Scuffs

Overall Condition 4 - Average (for age)

Overall Condition Codes

1 - Excellent

4 - Average (for age)

2 - Good

5 - Below Average (for age)

3 - Above Average (for age) 6 - Poor

Tyre Front Near	Fair 2 - 4.9mm
Tyre Front Off	Fair 2 - 4.9mm
Tyre Rear Near	Fair 2 - 4.9mm
Tyre Rear Off	Fair 2 - 4.9mm
Spare Tyre	Not Visible
Trim	
Personal Effects: Nil	

Sale Price: **Buyer Name:** Sale Date:

RTV'd: N/A

Branch: Perth (WA)

Tow Agent

Previous Branch:

Buyer Address:

Encumbered Check:

WOVR Check:

Ordinary Council Meeting Schedules

25th February 2020



ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

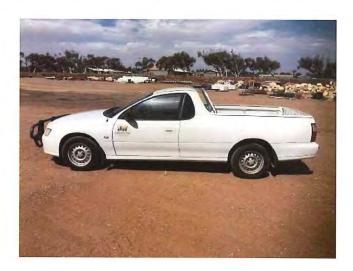
CONDITION AND VALUATION REPORT

Vendor Name Shire Of Carnarvon

Rego No C500

Vendor Ref



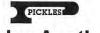












Pickles Auctions

ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Na	me	Shire C	f Carna	arvon			Dept			
Valuat	ion	\$24,000	0.00	Reserve		GST Included in Sale	Price	Vendor Ref		
Valuer Na	me	JT		1	Released By			Instructions	77	
Stock No	2613	38465	Da	te Received	07/02/2020	Acc Name	N/A		Acc No	N/A
Lot No	N/A	P	ropose	d Sale Date	7 6	Insured Name	N/A		Claim No	N/A

VEHICLE DESCRIPTION

CP Date	03/14	Built Date	
Make	Holden	No. Of Seats	5
Model	Colorado	No. Of Doors	4
Type	RG MY14 LTZ Crew Cab		
Body	Utility Dual Cab		

Drivable	Yes	Keys	Yes	Starts	Yes	
Transm	Sports Automatic		No. Gears		6	
Engine Cap	2.8		Cylinders		4	
Fuel	Diesel T	Diesel Turbo				
Fuel Level						
Fuel System	Direct Injection Turbo intercooled					

Rego No	C27655	Expiry	Date	Sta	te WA
Engine No					
VIN/Chassis No	MMU148N	1K0EH615522			
Colour	White		Odometer	111218 km	
Trim Type	Cloth		Trim		
Log Books	Partial Ser	vice History			
Commercial	Yes	Owners Manual	Yes	Spare Keys	No

Accessories: 4WD, Aircond., Airbag Dual, ABS, Cru. Cont, Radio, Tow Bar, Bluetooth, Bullbar

VEHICLE CONDITION

Interior / Exterior Damage Details

Chassis / Undercarraige - Surface Rust Door (Front Passenger) - Minor Dent Spare Key - Missing

Tub - Dents, Scrapes .

Overall Condition 4 - Average (for age)

Overall Condition Codes

1 - Excellent

4 - Average (for age)

2 - Good

5 - Below Average (for age)

3 - Above Average (for age)

6 - Poor

Tyre Front Near Fair 2 - 4.9mm Tyre Front Off Fair 2 - 4.9mm Tyre Rear Near Fair 2 - 4.9mm Tyre Rear Off Fair 2 - 4.9mm Spare Tyre

Personal Effects:

Trim

General Comments:

Tow Agent

Previous Branch:

Sale Price:

Sale Date:

RTV'd: N/A

Branch: Perth (WA)

Buyer Name:

Buyer Address:

Encumbered Check:

WOVR Check:

Ordinary Council Meeting Schedules

25th February 2020

Printed: 12/02/2020 17:50:03



ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Name Shire Of Carnarvon

Rego No C27655

Vendor Ref















Pickles Auctions

ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Na	me	Shire Of Carnarvon			Dept					
Valuati	ion	\$8,000.0	0 F	Reserve		GST Included in Sale	Price	Vendor Ref		
Valuer Na	me	JT			Released By			Instructions		
Stock No	2613	38466	Date	Received	07/02/2020	Acc Name	N/A		Acc No	N/A
Lot No	N/A	Pro	posed :	Sale Date	-	Insured Name	N/A		Claim No	N/A

VEHICLE DESCRIPTION

CP Date	06/10	Built Date	
Make	Mazda	No. Of Seats	5
Model	BT-50	No. Of Doors	4
Туре	UNY0E4 DX		
Body	Utility Dual Cab	1	

Drivable	No	Keys	Yes	Starts	Yes
Transm	Automatic		No. Gears		5
Engine Cap	3.0		Cylinders		4
Fuel	Diesel	Γurbo			
Fuel Level					
Fuel System	Direct Injection Turbo intercooled				

Rego No	C12899	Expiry	Date	Sta	te WA
Engine No					
VIN/Chassis No	MMOUNY	DE400863047			
Colour	White		Odometer	149874 km	
Trim Type	Cloth		Trim	Grey	
Log Books	Partial Ser	vice History			
Commercial	Yes	Owners Manual	Yes	Spare Keys	No

Accessories: 4WD, Aircond., Airbag, P/Steer, P/Wind, CD Player, Radio, Tow Bar, Canopy, Bullbar

VEHICLE CONDITION

Interior / Exterior Damage Details

Bumper Bar (Rear) - Dents, Scrapes Chassis / Undercarraige - Surface Rust

Dash - Engine Light On

Door (Front Driver) - Minor Dent

Doors (All) - Corrosion Roof - Corrosion

Seat (Driver) - Sagging

Spare Key - Missing

Tail Light (Rear Driver) - Cracked

Tub - Corrosion, Scrapes, Dents

Tyre (Front Driver) - Unroadworthy Edge Wear

Overall Condition 4 - Average (for age)

Overall Condition Codes

1 - Excellent

4 - Average (for age)

2 - Good

3 - Above Average (for age)

5 - Below Average (for age) 6 - Poor

Tyre Front Near Fair 2 - 4.9mm Tyre Front Off Unroadworthy Tyre Rear Near Fair 2 - 4.9mm Tyre Rear Off Fair 2 - 4.9mm Spare Tyre Trim

Personal Effects:

Nil

General Comments:

Tow Agent

Previous Branch:

Sale Price:

Sale Date:

RTV'd: N/A

Branch: Perth (WA)

Buyer Name:

Buyer Address:

Encumbered Check:

WOVR Check:

Ordinary Council Meeting Schedules

25th February 2020



ABN 32 003 417 650

Cnr Phoenix and Sudlow Rd Bibra Lake WA 6163 Australia PH: 08 6595 0777 FAX: 08 6595 0700

CONDITION AND VALUATION REPORT

Vendor Name Shire Of Carnarvon

Rego No C12899

Vendor Ref















MINUTES FROM THE BLOWHOLES WORKING COMMITTEE MEETING HELD IN COUNCIL CHAMBERS, STUART STREET FRIDAY 31ST JANUARY 2020

The Shire of Carnarvon acknowledges the Yingarrda people as the Traditional Custodians of this land which we work and live on. We pay our respects to their Elders past, present and future and extend this respect to all Aboriginal people and their ongoing connection to this Country.

The meeting was opened at 2:08 pm

1.0 ATTENDANCE AND APOLOGIES

Cr Alexander Fullarton	Chair Person, Councillor, Shire of Carnarvon
Cr Julee Nelson	Councillor, Shire of Carnarvon
David Burton	CEO, Shire of Carnarvon
Marian Crowe	Yingarrda Council Aboriginal Corporation
Shane Alymore	Blowholes Protection Association
Glenda Sullivan	Blowholes Protection Association
Vern Williamson	Blowholes Protection Association
Genevieve Burnett	Executive Assistant, Shire of Carnarvon

Apologies:

Nil

2.0 Election of Chair Person

2.1 Councillor Fullarton nominated to assume the chair for the meeting and the committee were in agreeance.

3.0 General Business

- 3.1 Marion Crowe tabled a letter dated the 14th of October 2019 from Julie Clark that has been affixed to these minutes.
- 3.2 **Council Resolution** Refer attached agenda item. Resolution in part reads -
 - That Council establishes a Committee to address the current condition of shacks at the Blowholes and to resolve a development plan acceptable to all parties and stakeholders with the Committee to report back to the Council within 8 months of the date of this resolution being accepted by the Council.
 - 3. The Committee to consist of Elected Members Cr Fullarton and Cr Nelson; two members of the Blowholes Protection Association (BPA), and one member from the community not being a member of Council nor a member of the BPA.

Structure of Meetings

3.2.1 Who will be the 'community member'?

Members have been asked to put forward names at the next meeting. Suggested Wayne Reece from the Carnarvon Chamber of Commerce or an allocated representative.

3.2.2 Who will be invited to meetings?

Cr Alexander as a Fullarton representative for The Shire of Carnarvon Council
Cr Julee Nelson as a representative for The Shire of Carnarvon Council
David Burton as a advisor for the Shire of Carnarvon
Marian Crowe as a representative for the Yingarrda Council Aboriginal Corporation
Shane Aylmore as a representative for the Blowholes Protection Association
Glenda Sullivan as a representative for the Blowholes Protection Association
Vern Williamson as a representative for the Blowholes Protection Association
Jennifer MacKellin as a advisor for the Shire of Carnarvon

3.2.3 What will be the meetings times, frequency and location?

The meeting will be conducted in council Chambers on a bi-weekly basis commencing at 4pm

3.2.4 Who will be responsible for disseminating information to the shack owners – Working Group BPA Members?

Shane Aylmore has been keeping the BPA, Native title owners, Quobba station, Commfish and is happy to continue to keep these stake holders informed of the committee's progress.

Glenda Sullivan is the point of contact for the Blowholes Protection Association.

The Shire representatives will report back to council on the committee's progress and disseminate information to the community through our monthly newsletter.

BWCM 1/1/20

<u>COMMITTEE RESOLUTION</u> Cr Fullarton/Cr Nelson

That all included parties be kept up to date on matters discussed within the committee.

CARRIED F6/A0

- 3.3 **Bus Trip** Future bus trip to the Blowholes with all Working Group Members
 David Burton to check the availability of the Shires Building Inspector and Principal Planner and advise of a suitable date and time at the next meeting.
- 3.4 Councillor Nelson advised of damage done to the rope barrier at the blowholes, photos were shown to the committee members.
- 3.5 Marion Crowe brought to the committee's attention the decimated local marine life from the sanctuary zone and the disturbance to the nesting birds on the island adjacent to the sanctuary zone. Further information will be sought from fisheries regarding these matters and the the need for public education on these issues.

- 3.6 Members of the committee were given a copy of the Blowholes Management plan within are projects that the existing funding could be utilised in enhancing the Blowholes area. These projects included
 - Designs for a boardwalk at the blowholes viewing area
 - Access for all concepts (ramps)
 - Car Park areas

All of these projects within the Blowholes Management Plan fall outside of the shack sites and class as a day use area.

BWCM 2/1/20

COMMITTEE RESOLUTION

Cr Nelson/ Shane Aylmore

That the boat ramp and carpark be recognised as a day use area and outside of the scope of the Blowholes shack area.

CARRIED F6/A0

5.0 Next Meeting

Thursday 13th February commencing at 4:00pm

6.0 Closure

The meeting was closed at 3:00pm

9.1 NOTICE OF MOTION – THAT MOTION FC11/9/19 BE REVOKED

Date of Meeting: 26 November 2019

Location/Address: R37457 MacLeod WA 6701

Name of Applicant: Councillor Fullerton, Nelson and Maslen
Name of Owner: State of WA vested to the Shire of Carnarvon

Author/s: David Burton, Chief Executive Officer

Paul Lees, Executive Manager Development Services

Declaration of Interest: Nil

Voting Requirements: Simple Majority **Previous Report:** 24 September 2019

Summary of Item:

Councillors Fullarton, Nelson, and Maslen have given notice that they intend to submit a Notice of Motion at the Ordinary Meeting of Council to be held on 26 November 2019 recommending that Motion FC 11/9/19 be revoked.

Description of Proposal:

The proposed Notice of Motion to revoke FC 11/9/19 relates to the following motion passed at the Ordinary Meeting of Council of 24 September 2019:

"ELECTED MEMBER MOTION (FC 11/9/19):

- 1. That Council resolve to direct the CEO to immediately implement the Demolition Orders on the following shacks that have been identified as being in a dangerous state:
 - Shack no. 6
 - Shack no. 7
 - Shack no. 8
 - Shack no. 10
 - Shack no. 12
 - Shack no. 16
 - Shack no. 21
 - Shack no. 23
 - Shack no. 24
 - Shack no. 26
 - Shack no. 28
 - Shack no. 30
 - Shack no. 41
 - Shack no. 43.

Note: The identifiers above have been sourced from information previously provided to Councillors by the CEO, and the specific shacks are identified in the photos contained in the condition report at Schedule 9.1(a).

The shacks, or remains of shacks, as identified above and assessed by the Shire's Building Surveyor as being in a dangerous state and/or needing urgent removal shall be removed in totality (including any underground works) by the shack owner(s) or their representative within 28 days of the date of this resolution.

- 2. That should any or all of the shacks identified above not be removed by the date specified above (within 28 days of the date of this resolution), Council resolves to direct the CEO to contract through the Shire's established procurement policy a suitably qualified and experienced person(s) to demolish and remove all materials associated with the shacks, including any underground works, as soon as possible after the final demolition date as specified above.
- 3. Council also resolves to authorise the CEO to identify funds to meet the full costs associated with the contract for the removal of shacks as identified in resolution 2 above.
- 4. That Council resolve to direct the CEO to advise all other shack owners (that is owners of shacks not identified in resolution 1 above) that the shacks or remains of shacks (including any underground works) shall be removed by the shack owner(s) or their representative by 30 June 2020 as required by the previously issued demolition orders.
- 5. That should any or all of the shacks identified in item 4 above not be removed within the date specified, Council resolve to direct the CEO to contract through the Shire's established procurement policy a suitably qualified and experienced person(s) to demolish and remove all materials associated with the shacks, including material below ground, as soon as possible after the final demolition date as specified above, subject to funding approved in the 2020/21 budget.

MOTION CARRIED F5/A4".

In relation to the above the Minutes of the Ordinary meeting of Council of 22 October 2019 record the following:

ORDINARY MEETING OF COUNCIL – 24TH SEPTEMBER 2019

NOTICE OF A MOTION TO REVOKE MOTION FC11/9/19 — REMOVAL OF BLOWHOLES SHACKS ASSESSED AS BEING IN A DANGEROUS CONDITION.

In accordance with the Local Government (Administration) Regulations 1996 Pt.2 s.10, Crs' Fullarton, Nelson and Maslen have advised that they will be submitting a Notice of Motion at the Ordinary Meeting of Council to be held on 26th November 2019 recommending that Motion FC 11/9/19 be revoked.

This report therefore provides background and further information to this matter to inform Councillors in considering the full implications of the motion.

Background:

The previous officers report – 'Agenda Item 9.1 Notice of Motion – Removal of Blowholes Shacks Assessed as Being in a Dangerous Condition' can be found at **Schedule 9.1(a)**. The report provides important background to the history of the demolition orders issued to shack owners. The report also provided information on recent meetings between Shire officers and members of the Blowholes Preservation Association (BPA). The report stated:

"It should be noted that Shire officers have had several meetings with representatives of the Blowholes Preservation Association (BPA) over the last couple of years, with recent community meetings on the future of the Blowholes area. Whilst there have been some overall discussions about the pathway required to progress the development of the Blowholes in a way consistent with the Blowholes Reserves Management Plan 2014 – 2036, the Shire's CEO and officers have made it clear that those shacks identified as being in a dangerous condition need to be removed for reasons of public safety; there has been very little voluntary action by shack owners in this regard, however some owners have removed shacks that have been substantially damaged by wind and vandalism."

Because Council resolved to direct the CEO to immediately implement the Demolition Orders on the following shacks being no's: 6, 7, 8, 10, 12, 16, 21, 23, 24, 26, 28, 30, 41 and 43 due to their unsafe condition as assessed on 8 October 2018, and due to the time lag between the resolution and the previous building report, it was considered prudent to request the Shire's contract building surveyor to reassess the subject shacks to ensure accuracy of the information and to record any changes in the condition of the shack(s).

A further inspection of the shacks was undertaken on 16 October 2019 to determine structural sufficiency. The results of this inspection can be found at **Schedule 9.1(b)**. In summary the inspection revealed that all of the shacks, the subject of the resolution, are still considered to be in a dangerous condition.

It should be noted that whilst some owners of shacks may consider that the recladding and/or repainting of shacks may be considered to be improvements to the safety of the structures, in many cases the underlying frames and foundation members are so corroded that such measures are not altering the structural sufficiency of the structures.

Consultation:

As noted in the previous report to Council, senior officers of the Shire have had several meetings with representatives of the BPA over the last couple of years, including recent community meetings on the future of the Blowholes area.

Whilst there have been overall discussions about the pathway required to progress the development of the Blowholes in a way consistent with the Blowholes Reserves Management Plan 2014 - 2036 which involves undertaking project feasibility of the assumptions contained in the management plan, the Shire's CEO and officers have made it clear that those shacks identified as being in a dangerous condition need to be removed for reasons of public safety. There has been very little voluntary action by shack owners in this regard, however some owners have removed shacks or parts of shacks that have been substantially damaged by wind and vandalism.

Statutory Environment:

Building Act 2011 (WA)
Building Regulations 2012 (WA)
Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015

Relevant Plans and Policy:

Blowholes Reserves Management Plan 2014 – 2036 Ningaloo Coast Regional Strategy Carnarvon to Exmouth, August 2004 Shire of Carnarvon Local Planning Strategy 2017 Shire of Carnarvon Corporate Business Plan 2018 – 2022 Shire of Carnarvon Strategic Community Plan 2018 - 2028

Financial Implications:

As noted in the earlier report, there will be financial implications to the Shire should shack owners decide not to remove their structures from the subject land. It has been calculated from previous quotations for demolition work at the Blowholes that the likely cost of the demolition of the shacks nominated for removal in the 2019/20 financial year will be less than \$150,000.

Discussions with shack owners over the past two and a half years have focused on a cooperative approach to making good any shacks determined to be unsafe, with recent assistance provided by way of free disposal of materials at the Browns Range landfill. It goes without saying that the voluntary removal of unsafe structures by the shack owners/BPA members would ensure that the forceful removal of shacks by Shire contractors does not fall solely with the Shire and is not burdened on the Shire ratepayers.

Risk Assessment:

As noted in the earlier report there is a significant reputational and public liability risk to Council and the Shire in continuing to allow those shacks that are in a dangerous condition to remain at the Blowholes, and to be used by community. In addition to the above failure to undertake the development/improvements to the daytime visitor area as outlined in the Blowholes Reserves Management Plan 2014 – 2036 may have a potential reputational and financial risk to the Shire due to the negative visitor experience. The Shire has recently received significant social media and State media coverage acknowledging the district as the new "must see" visitor destination in WA, and therefore it is important that the longstanding issues associated with the area be resolved.

Community & Strategic Objectives:

The following matters contained in the Strategic Community Plan 2018 – 2028 are relevant to this item:

Objective 1: Economic

A strong and growing economy, with a thriving regional centre, abundant business opportunities and jobs.

ITEM	Outcomes and Strategies
1.2	Thriving tourism industry within the district/region
1.2.1	Promote the district of the Shire of Carnarvon as a tourism destination within the wider Coral Coast tourism region
1.2.2	Support the development and promotion of tourism attractions in the district of the Shire of Carnarvon
1.3	Transport hubs that support a thriving region
1.3.1	Provide and maintain airports at Carnarvon and Coral Bay
1.3.2	Develop industry and logistics precincts around the airports

Objective 2: Natural and built environment

A sustainable natural and built environment that meets current and future community needs

ITEM	Outcomes and Strategies
2.1	Valued natural environment, for use and enjoyment by current and future generations
2.1.1	Work with other government and non-government organisations to control weeds and pests, and undertake other conservation measures
2.2	Open, accessible, healthy foreshore and waterways
2.2.3	Monitoring water quality
2.4	Waste management practices that are efficient and sustainable
2.7	Regulated land use to meet the current and future needs of the community
2.7.1	Incorporate appropriate planning controls for land use planning and development
2.7.2	Adopt appropriate land use planning and building regulation practices

Objective 5: Civic

Strong and listening Council.

5.1	A well engaged and informed community and a high standard of customer service
5.1.2	The community is engaged in planning for the future and other matters that affect them
5.6	The Shire advocates on behalf of its community
5.6.1	The Shire develops partnerships with government and non-government organisations to achieve positive outcomes for the region

condition.

FC 18/11/19

COUNCIL RESOLUTION

- 1. That Council revoke Motion FC 11/9/19 Removal of Blowholes Shacks assessed as being in a dangerous condition.
- 2. That Council establishes a Committee to address the current condition of shacks at the Blowholes and to resolve a development plan acceptable to all parties and stakeholders with the Committee to report back to the Council within 8 months of the date of this resolution being accepted by the Council.
- 3. The Committee to consist of Elected Members Cr Fullarton and Cr Nelson; two members of the Blowholes Protection Association (BPA), and one member from the community not being a member of Council nor a member of the BPA.
- 4. That the Council request the CEO to investigate the outcomes of the Blowholes Workshop held at the Carnarvon Motel on 1 February 2019 which requested clarification on the State Planning Policy 2.26(6) from the Department of Lands and Heritage with the report to be presented to Council on or before 17th December 2019.
- 5. That the Council instruct the CEO to re-issue leases to the registered shack owners commencing 1 July 2020 at the rate of \$1,000 per annum.

CARRIED F7/A0 14th OCTEBER 2019. RE Blow Holes

Carnaruan People have been staying at the Shocks for many generations we all help and share with each other as a Community. Shacks to remain where they are.

Keep Vehicles of the beach Sax the Turtles.
Maintenance on Shacks to be done by owners.

Bikes and guads to step from viding on dures.

I always take own rubbish to skip bin's povided.

No Power No Solar lights around shacks Maybe good at the toiled block.

We have regular busyles to keep the area clean + safe

We have used copper logs and tug rope to barrier vehicles from accessing the dunes.

Stairs at santury end to be made safe.

To have a hondrary Camp Host to answer question regarding where to fish, camp etc.

Have the blow holes open to all users day trips and campers. and Caravaris. as long as they respect the area ie. taking rubbish clean up when they leave and to pick up asset rubbish on the beach, Just leave footprint

To make sure No-one fishes in the Santury or go on the Island.

Julie Clark.

